



**BOARD OF EDUCATION
SD NO. 40 (NEW WESTMINSTER)
REGULAR OPEN MEETING OF THE BOARD
AGENDA**

**Tuesday, May 28, 2019
7:30 pm
School Board Office
811 Ontario Street, New Westminister**

The New Westminister School District recognizes and acknowledges the Qayqayt First Nations, as well as all Coast Salish peoples on whose traditional and unceded territories we live, we learn, we play and we do our work.

	Pages
1. <u>ADOPTION OF THE AGENDA</u>	(7:30pm)
Recommendation: THAT the Board of Education of School District No. 40 (New Westminister) adopt the agenda for the May 28, 2019 Regular School Board meeting.	
2. <u>APPROVAL OF THE MINUTES</u>	(7:32pm)
a. Minutes from the Open Meetings held:	
Regular Open Board of Education Meeting, April 30, 2019	
Recommendation: THAT the Board of Education of School District No. 40 (New Westminister) approve the minutes as distributed for the April 30, 2019 Regular School Board meeting.	
b. Business Arising from the Minutes	(7:34pm)
3. <u>PRESENTATION</u>	
a. Prime Minister's Awards for Teaching Excellence (K. Hachlaf)	(7:36pm)
4. <u>COMMENT & QUESTION PERIOD FROM VISITORS</u>	(7:46pm)

5. CORRESPONDENCE

(7:56pm)

- | | | |
|----|---|----|
| a. | Arts Council of New Westminster - Increased and Sustained Funding for the Arts - April 30, 2019 | 14 |
| b. | David Brett - May Day - May 2, 2019 | 15 |
| c. | Lisa Graham - May Day - May 6, 2019 | 18 |
| d. | City of New Westminster-Report Development Services re 647 Ewen Avenue - August 27, 2018 | 23 |
| e. | City of New Westminster-Community Plan Amendment re 647 Ewen Avenue - April 24, 2019 | 38 |

6. BOARD COMMITTEE REPORTS

(8:00pm)

- | | | |
|----|---|----|
| a. | Education Policy & Planning Committee, May 7, 2019 | |
| | i. Comments from the Committee Chair, Trustee Dhaliwal | |
| | ii. Approval of the May 7, 2019 Education Policy & Planning Committee Minutes | 41 |

Recommendation:

THAT the Board of Education of School District No. 40 (New Westminster) approve the minutes from the May 7, 2019 Education Policy & Planning Committee meeting.

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| iii. Livestreaming of Education Committee Meetings | |
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Recommendation:

THAT the Board of Education of School District No. 40 (New Westminster) approve livestreaming for Open Operations Policy and Planning Committee and Open Board of Education meetings, excluding Education Policy and Planning Committee due to privacy concerns relative to showing children on camera.

- | | |
|---------------------------|----|
| iv. 2019-2020 School Fees | 46 |
|---------------------------|----|

Recommendation:

THAT the Board of Education of School District No. 40 (New Westminster) approve the 2019-2020 School Fees as presented.

i. Comments from the Committee Chair, Trustee Connelly

ii. Approval of the May 14, 2019 Operations Policy & Planning Committee Minutes

48

Recommendation:

THAT the Board of Education of School District No. 40 (New Westminster) approve the minutes from the May 14, 2019 Operations Policy & Planning Committee meeting.

iii. Living Wage

55

Recommendation:

THAT the Board of Education of School District No. 40 (New Westminster) instruct staff to prepare a report, on or before the November 19, 2019 Operations Policy and Planning Committee Meeting, that provides an analysis of the costs and benefits of New Westminster Schools becoming a Living Wage Employer.

Recommendation:

THAT the Board of Education of School District No. 40 (New Westminster) allocate \$180,000 from surplus on the condition that staff provide a funding plan to the Board at the November 19, 2019 Operations Policy and Planning Committee meeting, to support an investment that strengthens capacity of art education in our schools as follows:

- 1. Initial one-year commitment to 0.5 FTE District Arts Facilitator position and program costs, to support development of a comprehensive District creative and performing arts strategy, delivery of curriculum, programs, partnerships that strengthen learning and engagement of students, teachers, and staff. Cost: \$60,000**
- 2. Facility Rental: Access to Massey Theatre is important to the District, NWSS, Fine Arts programs, as well as elementary and middle schools. Fine Arts alone can use 30 days per year, which can cost more than \$1,500/day. One-year enhancement funding to support 2019-20 costs at Massey Theatre, and to ensure each District elementary and middle school has option to cover costs of one day or evening use of Massey Theatre, in addition to NWSS for fine arts, learning, and ceremonial uses. Cost: \$50,000**
- 3. Supplies and Equipment: one-time enhancement funding to support equitable refresh of K-12 District fine arts equipment and supplies. Cost: up to \$70,000 on the condition that district staff present an update on the dispersal of the supplies and equipment on or before the November 26, 2019 Board meeting.**

v. Long-Range Facilities Review

75

Recommendation:

THAT the Board of Education of School District No. 40 (New Westminster) approve Option 2: Addition to Queensborough Middle School + 3 new schools (1 Middle and 1 Elementary and 1 configuration to be determined) as outlined in the Long-Range Facilities Review.

7. REPORTS SENIOR MANAGEMENT

- a. Superintendent Update (K. Hachlaf) (8:25pm)

8. TRUSTEE REPORTS (8:45pm)

9. QUESTION PERIOD (15 Minutes) (9:00pm)

Questions to the Chair on matters that arose during the meeting.

10. NOTICE OF MEETINGS (9:15pm)

June 4, 2019: Education Policy & Planning Committee, 7:30pm - Connaught Heights Elementary School

June 11, 2019: Operations Policy & Planning Committee, 7:30pm - School Board Office

June 25, 2019: School Board Meeting, 7:30pm - School Board Office

Reminder: Richard McBride Elementary Public Consultation, Wednesday, June 5, 2019, 6:30pm - Richard McBride Elementary School

11. REPORTING OUT FROM IN-CAMERA BOARD MEETING (9:30pm)

- a. Record of April 30, 2019 In-Camera Board Meeting 161

12. ADJOURNMENT (9:35pm)

**MINUTES OF THE REGULAR OPEN MEETING
OF THE NEW WESTMINSTER BOARD OF EDUCATION**

**Tuesday, April 30, 2019, 7:30 PM
School Board Office
811 Ontario Street, New Westminister**

PRESENT	Anita Ansari, Vice Chair	Karim Hachlaf, Superintendent
	Dee Beattie, Trustee	Kim Morris, Secretary-Treasurer
	Danielle Connelly, Trustee	Maryam Naser, Associate Superintendent
	Gurveen Dhaliwal, Trustee	Robert Weston, Executive Director, Human Resources
	Mark Gifford, Chair	Caroline Manders, Recording Secretary
	Maya Russell, Trustee	
REGRETS	Mary Lalji, Trustee	

The New Westminister School District recognizes and acknowledges the Qayqayt First Nations, as well as all Coast Salish peoples, on whose traditional and unceded territories we live, we learn, we play and we do our work.

1. ADOPTION OF THE AGENDA

The Chair of the Board called the meeting to order at 7:34 pm.

2019-057

Moved and Seconded

THAT the Board of Education of School District No. 40 (New Westminister) adopt the agenda for the April 30, 2019 Regular School Board meeting.

CARRIED UNANIMOUSLY

2. APPROVAL OF THE MINUTES

a. Minutes from the Open Meetings held:

i. Regular Open Board of Education Meeting, March 12, 2019

ii. Special Open Board of Education Meeting, April 9, 2019

2019-058

Moved and Seconded

THAT the Board of Education of School District No. 40 (New Westminister) approve the minutes as distributed for the March 12, 2019 Regular School Board meeting and the April 9, 2019 Special Open Board meeting.

CARRIED UNANIMOUSLY

b. Business Arising from the Minutes

Nil.

3. NATIONAL DAY OF MOURNING

- a. Marcel Marsolais, President CUPE Local 409, began the presentation by acknowledging those who have died while at work. He appreciates the support of the Board and the District in acknowledging this event.
- b. Owen Goodwin, United Steelworkers Union, spoke on behalf of the New Westminster & District Labour Council (NWDLC). He asked that the Board consider supporting the 'Alive After 5' initiative.

Chair Gifford requested a moment of silence to honour those who lost their lives in the workplace.

4. COMMENT & QUESTION PERIOD FROM VISITORS

Tammy Chessman, NWSS Music Auxiliary, thanked the Board for considering the proposed resolution regarding funding for the arts.

Ruby Campbell acknowledged the importance of arts funding.

Tom Wharton, School Buses: Seat Belts, thanked the Trustees for acknowledging his correspondence. At the BCSTA Conference, April 25-27, 2019, Substantive Motion-Students #11-School Bus Safety was considered. Trustee Dhaliwal indicated that she will send a follow-up letter to the Ministry of Transportation and Infrastructure and the Ministry of Education.

Lisa Graham, May Day, wanted to confirm that May Day correspondence is included in the agenda package, which it is.

David Brett addressed the Board regarding May Day and his support for the event. See Superintendent Hachlaf's Update for additional information.

Chair Gifford acknowledged City Counsellors Nadine Nakagawa and Patrick Johnstone and NWTU Union President, Eric Young.

Cayley Dobie, reporter with the New Westminster Record, was acknowledged for her reporting of the Board meetings. She is moving onto new opportunities.

5. CORRESPONDENCE

Correspondence was received.

6. BOARD COMMITTEE REPORTS

- a. Education Policy & Planning Committee, April 2, 2019
 - i. Comments from the Committee Chair, Trustee Dhaliwal
Nil.
 - ii. Approval of the April 2, 2019 Education Policy & Planning Committee Minutes

2019-059

Moved and Seconded

***THAT the Board of Education of School District No. 40
(New Westminster) approve the minutes from the April 2, 2019
Education Policy & Planning Committee meeting.***

CARRIED UNANIMOUSLY

- b. Operations Policy & Planning Committee, April 9, 2019
 - i. Comments from the Committee Chair, Trustee Connelly
Nil.
 - ii. Approval of the April 9, 2019 Operations Policy & Planning Committee Minutes
2019-060
Moved and Seconded
THAT the Board of Education of School District No. 40 (New Westminster) approve the minutes from the April 9, 2019 Operations Policy & Planning Committee meeting.
CARRIED UNANIMOUSLY
 - iii. Board Policy Revision: 7 Board Operations & Board Policy 8 Board Committees
2019-061
Moved and Seconded
THAT the Board of Education of School District No. 40 (New Westminster) accept the revised Policy #7 Board Operations and Policy #8 Board Committees.
CARRIED UNANIMOUSLY

7. REPORTS SENIOR MANAGEMENT

- a. 2019-2020 Operating Budget
Chair Gifford explained that at the April 9, 2019 Operations Policy and Planning Committee meeting, the Board moved and seconded, and put on the floor, second reading of the 2019-2020 Budget Bylaw. Bylaw 2 was purposely not debated nor passed on April 9, to give Trustees time to ask any further questions, gather additional information, and feedback. The intent is the debate Bylaw Reading 2, pass the second reading and move, second and pass third reading. At the Board's direction, Trustees will move into Committee of the Whole, which will allow more informal and free discussion of the items, proposals and changes the Board may wish to consider as it reviews the Superintendent's Recommendations, the surplus requests and changes made at the meeting. As a Committee of the Whole, is not a standing committee of the whole as with Education and Operations, this means that only Trustees will be active participants. Once discussion has taken place in committee, the Committee of the Whole will adjourn and the Board meeting will reconvene. Chair Gifford, on behalf of the Board, extended appreciation and thanks to the stakeholders and the community for their robust and engaging contribution to the 2019-2020 budget discussion.
2019-056
Moved and Seconded at the April 9, 2019 Special Open Board Meeting:
THAT the Board of Education of School District No. 40 (New Westminster) place Bylaw reading No. 2 in the amount of \$81,971,497 on the floor; and further; that the Board postpone carrying Bylaw No. 2 to April 30, 2019 Regular Open Board of Education meeting.
 - i. Superintendent's Recommendations Update
Secretary-Treasurer Morris reviewed the Superintendent's Recommendation Update.

ii. Cleanliness Review

Secretary-Treasurer Morris thanked the Facilities, Operations and Maintenance department for conducting the Cleanliness Review. There are no recommendations to be brought forward at this time. Brief discussion highlighted the importance for the custodial staff to have the right equipment to perform work properly and safely. Maintenance Department has professional development built into the budget to ensure that the custodial staff skills' are kept to the business standard.

2019-062

Moved and Seconded

THAT the Board of Education of School District No. 40 (New Westminster) move into Committee of the Whole.

CARRIED UNANIMOUSLY

iii. 2019-2020 Arts Surplus Allocation (Chair Gifford)

Chair Gifford reviewed the recommendations outlined in the Arts 2019-2020 Surplus Allocation to boost District Arts Education Capacity backgrounder, which included \$60,000 to create a district arts coordinator (0.5 full-time equivalent), \$50,000 to cover Massey Theatre rental costs, and \$70,000 to replace and/or repair fine arts equipment and supplies at all schools in the district. Discussion followed.

Since the district is in the middle of a strategic planning process for its five-year plan, some Trustees felt they could not immediately support a one-time payment to arts education. The strategic planning will help to show the district how to include arts funding so that an infusion from the surplus would not be required.

It was suggested that the motion be deferred and that the matter be tabled to allow for additional discussion.

Motion not Seconded

THAT the Board of Education of School District No. 40 (New Westminster) allocate \$180,000 from surplus to support a three-pronged investment that strengthens capacity of art education in our schools as follows:

- 1. Initial one-year commitment to 0.5 FTE District Arts Facilitator position and program costs, to support development of a comprehensive District creative and performing arts strategy, delivery of curriculum, programs, partnerships that strengthen learning and engagement of students, teachers, and staff. Cost: \$60,000*
- 2. Facility Rental: Access to Massey Theatre is important to the District, NWSS, Fine Arts programs, as well as elementary and middle schools. Fine Arts alone can use 30 days per year, which can cost more than \$1,500/day. One-year enhancement funding to support 2019-20 costs at Massey Theatre, and to ensure each District elementary and middle school has option to cover costs of one day or evening use of Massey Theatre, in addition to NWSS for fine arts, learning, and ceremonial uses. Cost: \$50,000*
- 3. Supplies and Equipment: one-time enhancement funding to support equitable refresh of K-12 District fine arts equipment and supplies. Cost: \$70,000*

Staff to provide update on position and funding allocation at the November 26, 2019 Board Meeting.

Moved and Seconded

THAT the Board of Education of School District No. 40 (New Westminster) defer the discussion and decision regarding the 2019-2020 Surplus Allocation to boost District Arts Education Capacity to the May 28, 2019 Regular Open Board meeting.

CARRIED UNANIMOUSLY

As discussed at the April 9, 2019 Operations Policy and Planning Committee meeting, the Board approved the following:

- One-time ask for \$20,000 to purchase necessary custodial supplies.
- One-time ask for \$405,495 earthquake emergency provisions (\$100,000); a 0.6 FTE teacher mentor (\$60,495); laser fiche digital filing and workflow project (\$150,000); summer co-op student to finalize phase 1 of attendance management program (\$20,000); special education review (\$50,000); and strategic plan project (\$25,000).

Moved and Seconded

THAT the Board of Education of School District No. 40 (New Westminster) approve the one-time use of \$20,000 from Surplus Appropriation to buy new equipment for custodians (4 floor burnishers, 9 Orek buffers, 4 wing machines and 1 wet vacuum).

CARRIED UNANIMOUSLY

Moved and Seconded

THAT the Board of Education of School District No. 40 (New Westminster) approve the one-time use of \$405,495 from Surplus Appropriation to be used as follows:

- ***Earthquake provision: \$100,000;***
- ***A 0.6 FTE teacher mentor: \$60,495;***
- ***Laser fiche digital filing and workflow project: \$150,000;***
- ***Summer co-op student to finalize phase 1 of attendance management program: \$20,000;***
- ***Special education review: \$50,000; and***
- ***Strategic plan project: \$25,000***

CARRIED UNANIMOUSLY

Moved and Seconded

THAT the Board of Education of School District No. 40 (New Westminster) amend the 2019-2020 Budget Bylaw amount to \$82,943,010 and it be approved as presented, with the following changes:

- ***Custodian equipment: \$20,000***
- ***Earthquake provision: \$100,000;***
- ***A 0.6 FTE teacher mentor: \$60,495;***
- ***Laser fiche digital filing and workflow project: \$150,000;***
- ***Summer co-op student to finalize phase 1 of attendance management program: \$20,000;***
- ***Special education review: \$50,000; and***
- ***Strategic plan project: \$25,000***

CARRIED UNANIMOUSLY

2019-063

Moved and Seconded

THAT the Board of Education of School District No. 40 (New Westminster) adjourn the Committee of the Whole.

CARRIED UNANIMOUSLY

The Board has a recommendation from Committee of the Whole:

2019-064

Moved and Seconded

THAT the Board of Education of School District No. 40 (New Westminster) amend the 2019-2020 Budget Bylaw Reading 2 and 3 amount to \$82,943,010 and it be approved as presented, with the following changes:

- ***Custodian equipment: \$20,000***
- ***Earthquake provision: \$100,000;***
- ***A 0.6 FTE teacher mentor: \$60,495;***
- ***Laser fiche digital filing and workflow project: \$150,000;***
- ***Summer co-op student to finalize phase 1 of attendance management program: \$20,000;***
- ***Special education review: \$50,000; and***
- ***Strategic plan project: \$25,000***

CARRIED UNANIMOUSLY

Amended Motion

2019-065

Moved and Seconded

THAT the Board of Education of School District No. 40 (New Westminster) amend the amount; approve second reading of the 2019-2020 Annual Budget Bylaw in the amount of \$82,943,010; AND THAT the third reading, reconsideration and final adoption of the 2019-2020 Budget Bylaw in the amount of \$82,943,010 be approved as presented, with the following additions:

- ***Custodian equipment: \$20,000***
- ***Earthquake provision: \$100,000;***
- ***A 0.6 FTE teacher mentor: \$60,495;***
- ***Laser fiche digital filing and workflow project: \$150,000;***
- ***Summer co-op student to finalize phase 1 of attendance management program: \$20,000;***
- ***Special education review: \$50,000; and***
- ***Strategic plan project: \$25,000***

CARRIED UNANIMOUSLY

b. Superintendent Update

Superintendent Hachlaf provided a May Day update. Currently, there are about 200 students in Grade 3 and 4 taking part in dance practices and preparation for May Day. The Superintendent has met with May Day representatives to listen to their input for future May Day celebrations.

c. Financial Update

Secretary-Treasurer Morris provided the update.

d. Board Authority Authorized (BAA) Courses

Associate Superintendent Naser provided an overview of the Board Authority Authorized (BAA) Courses, which had been discussed in detail at the April 9, 2019 Operations Policy and Planning Committee meeting.

2019-066

Moved and Seconded

THAT the Board of Education of School District No. 40 (New Westminster) approve the revised Grade 11 and 12 Board Authority/Authorized Courses for the 2019/2020 school year.

CARRIED UNANIMOUSLY

e. Non-Replacement Data (Staffing) and Educational Assistants Absence Coverage

Executive Director of Human Resources Weston provided an update. The district continues to hire full time teachers for teaching on-call (TTOC) with benefits; this has also happened with Educational Assistants, and will continue into next year.

8. TRUSTEE REPORTS

The Trustees provided highlights of events they attended in April.

a. High Ground Conference Update

Trustee Ansari briefly addressed her report.

b. BCEdAccess Spring 2019 Advocacy Conference Update

Trustee Beattie briefly spoke about the conference she had recently attended.

9. QUESTION PERIOD (15 Minutes)

The public was given the opportunity to ask questions on matters that arose during the meeting.

10. NOTICE OF MEETINGS

May 7, 2019: Education Policy & Planning Committee, 7:30pm – NWSS

May 14, 2019: Operations Policy & Planning Committee, 7:30pm – School Board Office

May 28, 2019: School Board Meeting, 7:30pm – School Board Office

11. REPORTING OUT FROM IN-CAMERA BOARD MEETING

a. Record of March 12, 2019 In-Camera Board Meeting

12. ADJOURNMENT

The meeting adjourn at 10:19pm.

Chair

Secretary-Treasurer

DRAFT



ARTS COUNCIL OF NEW WESTMINSTER

PO Box 16003, New Westminster, BC V3M 6V6

info@acnw.ca | acnw.ca | 604-525-3244

April 30, 2019

Board of Education
New Westminster School District 40
811 Ontario Street
New Westminster, BC
V3M 0J7

Dear Chair Gifford and Board,

Re: Increased and sustained funding for the arts.

I am writing on behalf of the Arts Council of New Westminster to request that the New Westminster School District make it a priority to increase funding for the arts with a commitment to sustaining (or increasing) this funding in future years.

As you know, for many years funding for the arts in this district has diminished. There is an enormous volume of research that shows that doing nothing else but increasing the amount of time engaged in the arts boosts academic achievement in all subject areas. As well, the Core Competencies, an important part of the new Curriculum, are inherent in the arts. The arts are invaluable in developing important qualities in our students such as compassion, critical thinking, creativity and invention, all qualities we want to see in the students graduating from our high schools. As well, quite often our most vulnerable students benefit the most from having opportunities to engage in the arts.

Our schools are in desperate need of high-quality arts supplies, opportunities to work with professional artists, dancers, performing artists and authors, and to see high quality performances. We cannot continue to rely on PACs to provide this funding, it must come from the Ministry and School Boards.

We urge you to consider prioritizing and increasing funding for the arts in New Westminster School.

Regards,

A handwritten signature in black ink that reads "Leanne Ewen". The signature is fluid and cursive.

Leanne Ewen
President,
Arts Council of New Westminster

Cc: Karim Hachlaf, Superintendent of Schools
Maryam Naser, Associate Superintendent

From: [David Brett](#)
To: clerks@newwestcity.ca
Cc: [Board of Education](#)
Subject: FW: May Day
Date: Thursday, May 2, 2019 3:41:05 PM

Dear Honourable Mayor & Council, as the City is a significant stakeholder in May Day and the heritage assets of the community, and since the City is referenced in this correspondence to the Board of Education, I submit this letter to you for your review and consideration.

Kind Regards,

David Brett
New Westminster

From: David Brett
Sent: May 2, 2019 3:00 PM
To: 'boardofeducation@sd40.bc.ca' <boardofeducation@sd40.bc.ca>
Subject: May Day

Dear Honorable Trustees,

Thank you so much for affording me a few moments talk about May Day at your meeting on Tuesday, April 30th. Your dedicated service to the community is appreciated.

As a follow up, I wanted to briefly summarize my main point, which is that New Westminster's May Day festivities constitute valuable intangible cultural heritage that should be safeguarded. All the stakeholders have a duty to the community to promote and protect culture and heritage.

I made the point in the meeting that I was Vice-Chair of a working group that spearheaded the creation in 2017 of Western Canada's largest Heritage Conservation Area. This monumental achievement was the result of years of robust consultation and significant time and resources dedicated by the City and its Heritage Planners. The working group was awarded an Outstanding Achievement Award in 2018 by Heritage BC (<https://heritagebc.ca/events-activities/heritage-awards/2018-heritage-award-recipients/>).

I spoke about how *intangible* heritage and built heritage are interdependent. Our community places significant value on *built* heritage, but are we doing enough to protect *intangible* heritage? I would think we may be failing to recognize the importance of our intangible cultural heritage.

Heritage BC's 2019 Conference being held in Nanaimo next week focuses squarely on the themes I have raised. This is an excerpt from their conference page:

“Over the past year, we have met with hundreds of people who told us heritage is

the layering of stories that describe the uniqueness of a community's past and present while informing the future.

The stories are found in buildings and artefacts, events and activities, traditions and practices, and people and places. The stories tell us about culture and identity, and place and environment.”

(<https://heritagebc.ca/events-activities/heritage-bc-conference-2019-welcome/>)

My desire is that you all as decision makers reflect deeply on the issue of cultural heritage and recognize that it is a vital component to learning and healthy communities. The recent change made to the May Day tradition, i.e., making dance instruction extracurricular, is not a step toward safeguarding our intangible cultural heritage. Rather, the change could cause significant damage to the long-term retention of the collective memory of the community, reduced participation, and trigger a greatly accelerated erosion of the tradition.

To the above thoughts I would add a brief summary of points that I made before the Education Committee earlier in April, which were to underscore the way in which May Day harmonizes with the aboriginal curriculum. Local indigenous culture is not rich in *built* heritage, owing to the perishable nature of traditional building materials. In contrast, local First Nations are rich in *intangible cultural heritage*. One of the foundational principals of UNESCO's Convention for the Safeguarding of Intangible Cultural Heritage (<https://ich.unesco.org/en>) is that the heritage of one culture should not replace or overprint the culture of another. Diminishing the “ICH” of one culture diminishes the ICH of *all* cultures.

As an attempt to find a paradigm for our community to find paths to truth and reconciliation with First Nations, in 2017 I created the Hyack Festival's 2017 theme *First Nations. First Cities. Telling Our Story. Together*. This theme resonated with the Qayqayt First Nation, who fully supported the initiative, as did other prominent First Nations persons, including some Musqueam members, with one of their artists creating our logo for us, in collaboration with APTN star & New West born and raised David H. Lyle and Chief Rhonda Larrabee. The thrust of the theme is that the telling of stories must be valued and cultures can thrive together when we respect each other's narratives and celebrate culture. (<https://www.newwestrecord.ca/community/hyack-unveils-float-with-a-first-nations-theme-1.19418082>)

You will see on investigation that Heritage BC has a very strong emerging emphasis on First Nations culture and heritage, but not on and either/or basis. All stories are valued. I would urge you to adopt this approach.

Although to late for this year, I would urge you to reverse the May Day changes next year, and to take on board the creative input of people like Troy Hunter, who has some fantastic ideas about integrating First Nations culture into May Day. May Day is something that SD40 should be proud of and should redouble its efforts to make it better. ICH is very fragile. Small alterations can weaken the integrity of the whole, triggering complete collapse in some cases.

I had some question for you as well that I appreciate you did not have time to address

them, so I will repeat them here in hopes of obtaining replies at some future date:

1. At the Nov 28, 2017 BOE meeting a resolution was passed whereby SD40 would request that the City of New Westminster be asked to conduct a robust and meaningful engagement with the community on the future of May Day. What happened with that request? Will there be further consultation on May Day conducted by the City or SD40?
2. Does the SD40 BOE have a policy regarding the safeguarding of ICH or does it intend to develop such a policy?

Thank you again for your time and consideration.

Sincerely,

David Brett



From: [Caroline Manders](#)
To: "LISA GRAHAM"
Cc: [info](#); [Karim Hachlaf](#); [Kim Morris](#); [Mark Gifford](#); [Anita Ansari](#); [Dee Beattie](#); [Danielle Connelly](#); [Gurveen Dhaliwal](#); [Mary Lalji](#); [Maya Russell](#)
Subject: RE: Correspondence to the SD#40 Board of Education School Trustees
Date: Monday, May 6, 2019 11:37:00 AM
Attachments: [image001.png](#)

Dear Ms. Graham,

On behalf of the Board of Education, New Westminster Schools, we thank you for your email message. We welcome correspondence from the community and value feedback we receive on educational priorities in our district.

Correspondence received from the public is formally acknowledged and received at our public Board meetings. This message will be included in correspondence received at the Tuesday, May 28, 2019 Regular Open Board meeting.

Kind regards,
Caroline

Caroline Manders Executive Assistant, Board of Education



Phone: 604-517-1823
Email: cmanders@sd40.bc.ca
Website: <http://newwestschools.ca/>

From: LISA GRAHAM
Sent: Monday, May 6, 2019 11:29 AM
To: [info](mailto:info@sd40.bc.ca) <info@sd40.bc.ca>; [Karim Hachlaf](mailto:khachlaf@sd40.bc.ca) <khachlaf@sd40.bc.ca>; [Kim Morris](mailto:kmorris@sd40.bc.ca) <kmorris@sd40.bc.ca>; [Caroline Manders](mailto:cmanders@sd40.bc.ca) <cmanders@sd40.bc.ca>; [Mark Gifford](mailto:mgifford@sd40.bc.ca) <mgifford@sd40.bc.ca>; [Anita Ansari](mailto:aansari@sd40.bc.ca) <aansari@sd40.bc.ca>; [Dee Beattie](mailto:dbeattie@sd40.bc.ca) <dbeattie@sd40.bc.ca>; [Danielle Connelly](mailto:dconnelly@sd40.bc.ca) <dconnelly@sd40.bc.ca>; [Gurveen Dhaliwal](mailto:gdhaliwal@sd40.bc.ca) <gdhaliwal@sd40.bc.ca>; [Mary Lalji](mailto:mlalji@sd40.bc.ca) <mlalji@sd40.bc.ca>; [Maya Russell](mailto:mrussell@sd40.bc.ca) <mrussell@sd40.bc.ca>
Subject: Correspondence to the SD#40 Board of Education School Trustees

An Open Letter To Champion New Westminster's May Day

Correspondence to the SD#40 Board of Education School Trustees:

Straight up; it is frustrating to have to justify and defend an historically important, joyous, civic event to local politicians. Bottom-line; the current, diminished status of May Day needs to be reversed and its former civic prominence on the City's social-scape needs to be restored.

Just last week, in response to a May Day question that was asked at a recent school parent advisory committee meeting, the attending school trustee (one of our five new first-term trustees), stated that all responsibility for the event sits with the district superintendent and his staff. This statement is misleading and just plain wrong.

With all that has transpired over the last number of years, it is hard to say whether her comment was part of an on-going anti-May Day campaign, perhaps yet another strategy to create distance between politicians and the event itself, or if it was simply a genuinely naive and misinformed rookie response.

Whichever it is, the truth of the matter is that the survival or the demise of this long-standing celebration is entirely contingent on the discretion and leadership of our locally elected politicians, all of them --Board of Education School Trustees and Mayor and City Councillors.

To think about it logically, given the calibre and competence of our professional city and district staff, if they were directed to host a 'successful' event, I absolutely assure you, it would be just that, ... it would be a hugely successful event, very much the way it used to be when our civic politicians fully recognized the value

of honouring our past and strengthening community-ties for the future.

Clearly, that's not the case right now and so I ask, sincerely; how often do we think about those who came before us, who walked our streets, [sat](#) on our park benches, laughed - rejoiced, and struggled to raise their families? ... the pioneers who worked to make this city better ... better for themselves and for those of us who now walk and shop and work and grow up here?

Building 'community' then meant survival ... and it's a concept that withstands the test of time. The authenticity of their efforts have poured into our lives and we need to honour that.

For well over one hundred years now, if you were a student in New Westminster, you grew up with May Day memories.

Originally, as a successful "celebration of community" intended to inspire the civic pride of New Westminster residents and the school pride of our New Westminster students, May Day was the highlight of our civic event calendar.

It is interesting that even [today](#), when socializing with a New Westminster cohort, should the question of where one attended school arise, more often than not, local folk usually reply with the name of their elementary school. And in the reminiscing that follows, May Day is always a defining event of their New Westminster memories.

Without question, the enduring legacy of our May Day tradition is that it has created a very special and unique bond between multiple generations of our city's residents. The fact is, as many of our elected folk can attest to, you don't have to have roots here in order to love here, and more importantly, you don't have to have roots here to make roots here and, like our predecessors, contribute to the social fabric of our New Westminster community.

In recent years, there has been a deliberate push to focus on contrived negatives, a purposed campaign to end May Day, and I am sad to say, it's been an effective distraction from the positives of continuing the tradition of bringing our community together.

I don't know whose brainchild it was to assign such red-herring labels like "colonialism" or "paganism" to our May Day in an effort to discredit the celebration but to do so is a misapplication of those concepts on both a historic and a conceptual level.

Of the many generations of school children who skipped onto the stadium field to dance a folk dance or make ribbon patterns around a May Pole, I don't think that even once there was a single instance of one of those children even knowing those terms let alone understanding them. I know that me and my school mates sure didn't. We were just happy to be there, excited and proud that it was our turn to represent our school.

It was just about a year ago that I attended a school board meeting to address the piecemeal dismantling of May Day and stated: " 'If May Day were a person, I would advise it to get a lawyer and argue constructive dismissal.' " Even then, if someone had told me that we would be hosting a 'skeleton' May Day to mark one hundred and forty-nine years of tradition, I wouldn't have believed it.

The echoes of our past are loud and they are strong - the good and the bad - we learn from them and we build on them. I appeal to the Board of School Trustees and to Mayor and Council: don't kill May Day because there are aspects of it that don't appeal to you, issue new directives, transform it into something higher. As community leaders, you have an obligation to give it meaning and dignity -- your constituents and the children of New Westminster deserve that kind of effort and validation from you.

Lisa Graham,

[REDACTED]

[REDACTED]



REPORT

Development Services

To: Mayor Côté and Members of Council **Date:** 8/27/2018

From: Emilie K Adin, MCIP **File:** OCP00025
 Director of Development Services **Item #:** 334/2018

Subject: 647 Ewen Avenue: Official Community Plan Amendment Section 475
 and 476 - Consultation Report

RECOMMENDATION

***THAT** Council, with regard to the proposed Official Community Plan Text Amendment to the (RL) Residential – Low Density Land Use Designation of the Queensborough Community Plan:*

- i. Give consideration to the requirements of Section 475 and 476 as well as other relevant sections of the Local Government Act;*
- ii. Direct staff to advise and consult with:*
 - a. The following nations:*
 - Cowichan Tribes
 - Halalt First Nation
 - Hwlitsum First Nation
 - Katzie First Nation
 - Kwantlen First Nation
 - Lyackson First Nation
 - Lake Cowichan First Nation
 - Musqueam Indian Band
 - Penelakut Tribe
 - Qayqayt First Nation
 - Semiahmoo First Nation
 - Sto:lo Nation
 - Stz'uminus First Nation

- *Tsawwassen First Nation*
- *Tsleil-Waututh Nation;*
- b. *Ministry of Transportation and Infrastructure;*
- c. *the Board of Education of School District 40;*
- iii. *Not pursue consultation with:*
 - a. *Board of the Regional District in which the area covered by a plan is located (Metro Vancouver);*
 - b. *any greater boards or improvement districts, as none are considered to be affected by this application;*
 - c. *any provincial or federal agency, as none are considered to be affected by this application;*
 - d. *Greater Vancouver Sewerage and Drainage District Board; and,*
 - e. *Councils of immediately adjacent municipalities.*

EXECUTIVE SUMMARY

Official Community Plan Amendment and Heritage Revitalization Agreement (HRA) applications are being processed in order to allow the development of five townhouses at the corner of Ewen Avenue and Wood Street in Queensborough. Two of the five townhouse units would be within the existing 1939 Slovak Hall, which is proposed to be retained and restored as part of this application. The remaining three townhouses would be within an addition to the rear of the Slovak Hall. Through the HRA, the Slovak Hall would also be protected with a Heritage Designation Bylaw.

The site is designated (RL) Residential – Low Density and, as such, would require an Official Community Plan amendment to permit the HRA. The new Official Community Plan, adopted in 2017, includes policy language in the updated land use designations, which supports creative approaches to retaining heritage assets. Given this context, the City is identified as the applicant for the OCP Amendment which would amend the RL designation to include policy language permitting consideration of the HRA application.

The site is currently zoned RQ-1 (Queensborough Neighbourhood Residential Dwelling Districts) but, given that the proposal is for townhouse units, the project would be evaluated against the RT-3 zone (Queensborough Townhouse Districts). The HRA would allow the additional units and density on-site, providing three bedroom units with a range of sizes from 130.55 m² (1,405.27 ft²) to 155.27 m² (1,671.36 ft²), meeting the intent of the Family-Friendly Housing Policy. Through the HRA, the applicant is also requesting variances to the

front, rear, and side yard setbacks, site coverage, height, off-street parking, visitor parking, and for an encroachment of the Slovak Hall's unenclosed porch onto a City road right-of-way.

PURPOSE

The purpose of this report is to identify those parties that may be affected by the proposed OCP Amendment, as required by Sections 475 and 476 of the *Local Government Act*, and request Council direction to proceed with the required consultation.

POLICY AND REGULATIONS

Section 475 and 476 of Local Government Act Consultation Requirements

Section 475 and 476 of the *Local Government Act* provides specific requirements for consultation that must occur prior to the consideration of an Official Community Plan (OCP) Amendment. The Act requires local government to provide one or more opportunities it considers appropriate for consultation with the organizations and authorities it considers will be affected by the proposed OCP Amendment. The local government must:

- a) consider whether the opportunities for consideration with one or more organizations and authorities should be early and ongoing; and
- b) specifically consider whether consultation is required with:
 - i) the Board of the Regional District in which the area covered by a plan is located;
 - ii) the Board of any Regional District that is adjacent to the area covered by the plan;
 - iii) the Council of any municipality that is adjacent to the area covered by the plan;
 - iv) First Nations;
 - v) Greater Boards and Improvement Boards;
 - vi) the Provincial and Federal governments and their agencies; and
- c) Consult with the Board of Education and seek input on the following:
 - i) the actual and anticipated needs for school facilities and support services in the School District;
 - ii) the size, number and location of the sites anticipated to be required for the school facilities referred to in paragraph (i);
 - iii) the type of school anticipated to be required on the sites referred to in paragraph (ii);

- iv) when the school facilities and support services referred to in paragraph (i) are anticipated to be required;
- v) how the existing and proposed school facilities relate to existing or proposed community facilities in the area.

The City's consideration of consultation required in part (b) above can be found in the Consultation Section of this report.

Queensborough Community Plan (QCP)

Land Use Designation

The site is designated **(RL) Residential – Low Density** in the Queensborough Community Plan (QCP) which is a schedule to the City of New Westminster Official Community Plan (OCP). The Plan describes the designation as:

(RL) Residential – Low Density – this area will include low density residential uses including single detached houses, houses with secondary suites, duplexes, detached townhouses, low density multi-family uses, places of worship, and may contain small scale local commercial uses such as home occupations and corner stores.

The current OCP land use designation does not allow for attached townhouses. As such, an OCP Text Amendment to the RL land use designation is required to facilitate the proposed attached townhouses.

Development Permit Area

The property is designated as part of **Natural Hazard Development Permit Area #1 – Flood Hazard**. All new residential construction must comply with the requirements of the DPA and obtain a Development Permit prior to construction.

Online weblink to the Flood Hazard DPA #1:

<https://www.newwestcity.ca/development-policies-and-process/development-permit-areas#development-permit-areas-queensborough>

Zoning Bylaw

The existing zoning for the site is RQ-1 (Queensborough Neighbourhood Residential Dwelling Districts). Given that the proposal is for townhouse units, the project is being evaluated against the RT-3 zone (Queensborough Townhouse Districts). The proposal would require variances to that zone's regulations for the front, rear, and side yard setbacks, site coverage, height, off-street parking, visitor parking, and an encroachment for the Slovak Hall's unenclosed porch onto a City road right-of-way. As the application is not consistent

with the site's existing zoning, a Heritage Revitalization Agreement is required to permit the variances being sought through the proposal.

BACKGROUND

Previous Council Direction

At their Regular meeting held on May 28, 2018, Council received the staff report titled 647 Ewen Avenue (Slovak Hall): Heritage Revitalization Agreement to Convert Hall for Two Residential Units and Add Three Townhouse Units – Preliminary Report and approved the following recommendation by consent.

That Council direct staff to process the Official Community Plan Text Amendment, Heritage Revitalization Agreement and Heritage Designation applications as outlined in the report to the LUPC on May 7, 2018.

Site Characteristics and Context

The subject site is located at the corner of Ewen Avenue and Wood Street in Queensborough. The site is relatively flat and fronts onto Ewen Avenue which is identified as a "Great Street" in the Master Transportation Plan. The properties adjacent to and across the street from the subject site consist of single detached dwellings, zoned RQ-1. Directly across Wood Street is Sukh Sagar Park, four blocks to the east is Old Schoolhouse Park, and three blocks to the west is the Queensborough Community Centre. The subject site is also one block south from the Sukh Sagar Sikh Temple. A site location map is included in this report as **Attachment 1**.

The site has a minimum elevation of 0.64 m (2.1 ft.) and a maximum elevation of 1.35 m (4.43 ft.) Geodetic Survey of Canada (GSC) and is located within the Fraser River flood plain. The Flood Construction Level (FCL) for the site is 3.53 m (11.53 ft.) GSC. No storage or habitable floor space is allowed below the FCL. The applicant is proposing to meet the FCL for the existing building and new building (with three townhouses). The underside of the habitable floor space system for the existing heritage building would be at 3.83 m (12.56 ft.) GSC and the new building would be at 3.53 m (11.58 ft.) GSC.

Project Overview

A Heritage Revitalization Agreement (HRA) application has been received which proposes the development of a five townhouse unit complex. Two of the five townhouse units would be within the existing 1939 Slovak Hall, which is proposed to be retained and restored as part of this application. The remaining three townhouse units would be in addition to the heritage building at the rear and would front onto Wood Street.

A complete detailed description including development statistics is available to view in the preliminary report to the Land Use and Planning Committee meeting which was held on May 7, 2018.

Online link to the May 7, 2018 LUPC Report including project drawings:

https://www.newwestcity.ca/council_minutes/0507_18/Public_Meeting_LandUseandPlanningCommittee_LUPC-8.2018.pdf

Official Community Plan Text Amendment

The Official Community Plan (OCP), adopted in 2017, includes policy language in the updated land use designations which supports creative approaches to retaining heritage assets. The current Queensborough Community Plan (QCP) does not.

At the time of adoption of the OCP, it was identified that a next step towards implementation would include making revisions to the QCP to bring them into alignment with this approach, i.e. including a similar heritage policy statement in the land use designations in the QCP. To help facilitate this Heritage Revitalization Agreement, the City is identified as the applicant for the OCP Amendment where staff proposes to amend the **(RL) Residential – Low Density** designation in the Queensborough Community Plan so that it includes a statement about heritage assets. The following definition is proposed:

Further refinements would be made to the other land use designations in the Queensborough Community Plan at a later date.

Public Consultation To Date

A presentation of the project to the Queensborough Residents' Association (QRA) was conducted on June 27, 2018 and the applicant is in the process of scheduling an Open House. A letter of support has been received from the QRA and is attached to this report as **Attachment 2**.

ANALYSIS

Consideration of Consultation

Council is required to consider who could be affected by the proposed Official Community Plan Text Amendment. The *Local Government Act* requires that Council specifically consider whether consultation is required with the groups listed below. Staff has provided a recommendation for Council's consideration for each of the identified groups:

- a) The Board of the Regional District in which the area covered by the OCP is located.

Consultation with Metro Vancouver is not recommended given the scale of the proposed development.

- b) Greater Boards or Improvement Districts.

Consultation with other Regional Districts is not recommended as the proposed OCP Amendment is not considered to affect adjacent Regional Districts.

- c) The Council of any municipality that is adjacent to the area covered by the plan.

Consultation with the City of Richmond is not recommended given the scale of the proposed development and location of the site, 1.3 kilometres away from the municipal boundary with Richmond. The proposal is not considered to have any negative impact on this municipality.

- d) First Nations

The City is currently in the process of developing a work plan to establish strategies to guide the City in the operationalization of Truth and Reconciliation efforts. These strategies will address how the City undertakes consultations with First Nations in regard to Official Community Plan Amendments, as well as other planning notifications. Until such time as this work is in place and adopted by Council, staff recommends consultation with the following nations which have been identified in the past by the City and Port Metro Vancouver for projects near the Fraser River:

- Cowichan Tribes
- Halalt First Nation
- Hwlitsum First Nation
- Katzie First Nation
- Kwantlen First Nation
- Lyackson First Nation
- Lake Cowichan First Nation
- Musqueam Indian Band
- Penelakut Tribe
- Qayqayt First Nation
- Semiahmoo First Nation
- Sto:lo Nation
- Stz'uminus First Nation
- Tsawwassen First Nation
- Tsleil-Waututh Nation

e) Greater Boards and Improvement Boards.

The Greater Vancouver Sewer and Drainage District Board oversee operation of regional utilities in New Westminster. Due to the insignificant change in density that the proposed Text Amendment would allow for, consultation with this Board is not recommended.

f) The Provincial and Federal governments and their agencies.

Consultation with the Ministry of Highways and Infrastructure is recommended since this Ministry has jurisdiction over lands within New Westminster, including the Queensborough Bridge and the property is located within 650 metres (2,132 feet) of a controlled access highway.

Consultation with other Provincial and Federal government agencies is not recommended as the proposed OCP Amendment is not considered to affect other agencies.

g) Board of Education and School District No. 40

Consultation is required with the Board of Education of School District No. 40. The OCP Amendment could impact school enrollment.

Staff will seek input from the parties selected in the following manner:

- i. send a request for written comments to the parties listed above; and,
- ii. place a notice on the City Page to advise the public of this application.

PROCESS AND NEXT STEPS

Below is an overall outline of the anticipated development review process for this project. The bold text outlines where we are currently at within the process.

#	Application Review Stage	Estimated Date
1	Official Community Plan (OCP) Text Amendment and Heritage Revitalization Agreement (HRA) Preliminary Report to the Land Use and Planning Committee	May 2018
2	OCP and HRA applications circulated to City Departments for review	May 2018
3	Land Use and Planning Committee Report to Council	May 2018
4	Review of the HRA by the Community Heritage Commission	June 2018
5	Applicant-led Public Open House and Presentation to the Queensborough Residents' Association	June 2018
6	Review of the HRA by the New Westminster Design Panel	July 2018

7	Council consideration of a Report on Consultation Requirements for the OCP Text Amendment as required by Sections 475 and 476 (formally sections 879 and 881) of the Local Government	August 2018
8	Review of the OCP and HRA by the Advisory Planning Commission	September 2018
9	Report to Land Use and Planning Committee	December 2018
10	Land Use and Planning Committee referral of applications to Council for consideration of First and Second Readings of Bylaws	January 2019
11	Council consideration of First and Second Readings of Bylaws	January 2019
12	Public Hearings and Council consideration of Third Reading of Bylaws	January 2019
13	Referral to Ministry of Transportation and Infrastructure for the HRA Bylaws.	January 2019
14	Completion of Adoption Requirements	February 2019
15	Consideration of adoption of Bylaws	March 2019

INTERDEPARTMENTAL LIAISON

The City has now initiated a project team based approach for reviewing development applications. A Staff-led project team has been assigned for reviewing this project consisting of staff from the Building, Planning (Development Services) and Engineering Departments.

OPTIONS

There are three options for Council's consideration; they are:

1. That Council, with regard to the proposed Official Community Plan Text Amendment to the (RL) Residential – Low Density Land Use Designation of the Queensborough Community Plan:
 - i. Give consideration to the requirements of Section 475 and 476 as well as other relevant sections of the Local Government Act;
 - ii. Direct staff to advise and consult with:
 - a. The following nations:
 - Cowichan Tribes
 - Halalt First Nation
 - Hwlitsum First Nation

- Katzie First Nation
 - Kwantlen First Nation
 - Lyackson First Nation
 - Lake Cowichan First Nation
 - Musqueam Indian Band
 - Penelakut Tribe
 - Qayqayt First Nation
 - Semiahmoo First Nation
 - Sto:lo Nation
 - Stz'uminus First Nation
 - Tsawwassen First Nation
 - Tsleil-Waututh Nation;
- b. Ministry of Transportation and Infrastructure;
 - c. the Board of Education of School District 40;
- iii. Not require consultation with:
 - a. Board of the Regional District in which the area covered by a plan is located (Metro Vancouver);
 - b. any Greater Boards or Improvement Districts, as none are considered to be affected by this application;
 - c. any other Provincial or Federal agency, as none are considered to be affected by this application;
 - d. Greater Vancouver Sewerage and Drainage District Board; and,
 - e. Councils of immediately adjacent municipalities.
- 2. That Council receive this report and take no further action.
 - 3. That Council provide staff with an alternative direction.

Staff recommends Option 1.

ATTACHMENTS

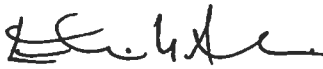
Attachment 1: Location Map

Attachment 2: Queensborough Residents' Association Letter of Support

This report has been prepared by:
Hardev Gill, Planning Technician

This report was reviewed by:
John Stark, Acting Manager of Planning

Approved for Presentation to Council



Emilie K Adin, MCIP
Director of Development Services



Lisa Spitale
Chief Administrative Officer



Attachment 1

Location Map



1: 750

0.0 Kilometers

0.02

0

0.0



Attachment 2

Queensborough Residents'

Association - Letter of Support

Tuesday June 19, 2018

To: Mayor J. Cote and Members of Council
City of New Westminster

Hardev Gill - Planning Technician - City New Westminster

Lambert Chow - Architect (Birmingham & Wood)

RE: QRA Presentation regarding 647 Ewen

On Tuesday June 12, 2018 , the Queensborough Residents Association reviewed the presentation and development plans for 647 Ewen - Heritage Revitalization Project. Our members are in favour and in approval for this application and project.

Our membership voted an approval of this project.

Sincerely,

Laurie David Moore
President Queensborough Residents Association
Email: qbresidents@yahoo.ca

April 24, 2019

File: OCP00025

Doc#1408630

The Board of Education of School District 40 (New Westminster)
811 Ontario Street,
New Westminster, BC V3M 0J7

Re: Proposed Official Community Plan Amendment

The City of New Westminster is proposing to amend the (RL) Residential – Low Density designation in the Queensborough Community Plan which is a schedule of the Official Community Plan, for the overall city.

As part of legislative requirements, section 475 and 476 of the Local Government Act requires that Council provide opportunities it considers appropriate for consultation with persons, organizations and authorities it considers will be affected. As such, City Staff is seeking your feedback on the proposed OCP amendment.

Proposal

The proposed amendment to the RL land use designation would allow for opportunities for heritage assets under a Heritage Revitalization Agreement (HRA) to be considered for a land use that might not otherwise be permitted in the RL designation.

An example follows:

Heritage Assets: Through a Heritage Revitalization Agreement, or similar tool, a property may be eligible for incentives such as a smaller minimum lot size, an increase in density, or reduced parking requirements, which would make it viable to conserve assets with heritage merit. A Heritage Revitalization Agreement may also be used to permit the housing forms listed in Residential – Ground oriented Infill Housing designation or to formalize an existing, larger scale land use such as a low rise or a place of worship.

Given this intended direction, and to help facilitate a HRA, the City is identified as the applicant for the OCP amendment. Staff recommends amending the RL designation in the Queensborough Community Plan so that it includes a statement about heritage assets. The following definition is proposed:

(RL) Residential – Low Density – this area will include low density residential uses including single detached houses, houses with secondary suites, duplexes, detached townhouses, low density multi-family uses, places of worship, and may contain small scale local commercial uses such as home occupations and corner stores. Through a Heritage Revitalization Agreement, or similar tool, a property may be eligible for incentives such as a smaller minimum lot size, an increase in density, or reduced parking requirements, which would make it viable to conserve assets with heritage merit. A Heritage Revitalization Agreement may also be used to permit single detached dwellings



on a compact lot, triplexes, quadraplexes, cluster houses and other equivalent ground oriented housing forms, small scale townhouses and rowhouses projects, or to formalize an existing, larger scale land use such as a low rise or a place of worship.

The above-noted RL designation would allow all properties within the Queensborough Neighbourhood designated as RL to be considered for redevelopment potential as identified in the designation. Currently, the RL designation does not allow for Heritage Revitalization Agreements.

Related Development Application

Related to the proposed Official Community Plan amendment, the City of New Westminster is processing a HRA at 647 Ewen Avenue (shown in bold on the sketch plan attached) to enable the development of five attached townhouses at the corner of Ewen Avenue and Wood Street in Queensborough. The proposed development involves the retention and restoration of a heritage building known as the Slovak Hall which was built in 1939.

The site is designated (RL) Residential – Low Density in the Queensborough Community Plan and, as such, would require the proposed Official Community Plan amendment to permit the HRA.

Request for Feedback

As noted above, the *Local Government Act* requires that Council provide opportunities it considers appropriate for consultation with persons, organizations and authorities it considers will be affected and staff is seeking your feedback, specifically, on the proposed OCP amendment. Accordingly, a copy the August 27, 2018 Council report is attached.

Staff anticipates a bylaw will be considered by Council for first and second readings on May 27, 2019. The public hearing and third reading are anticipated for the Council session on June 24, 2019. In order to be available for Council's consideration, we require that written comments be submitted by Wednesday May 22, 2019. Written submissions should be sent to Development Services Department (Planning), 511 Royal Ave, New Westminster, BC, V3L 1H9, faxed to 604-527-4511 or emailed to hgill@newwestcity.ca.

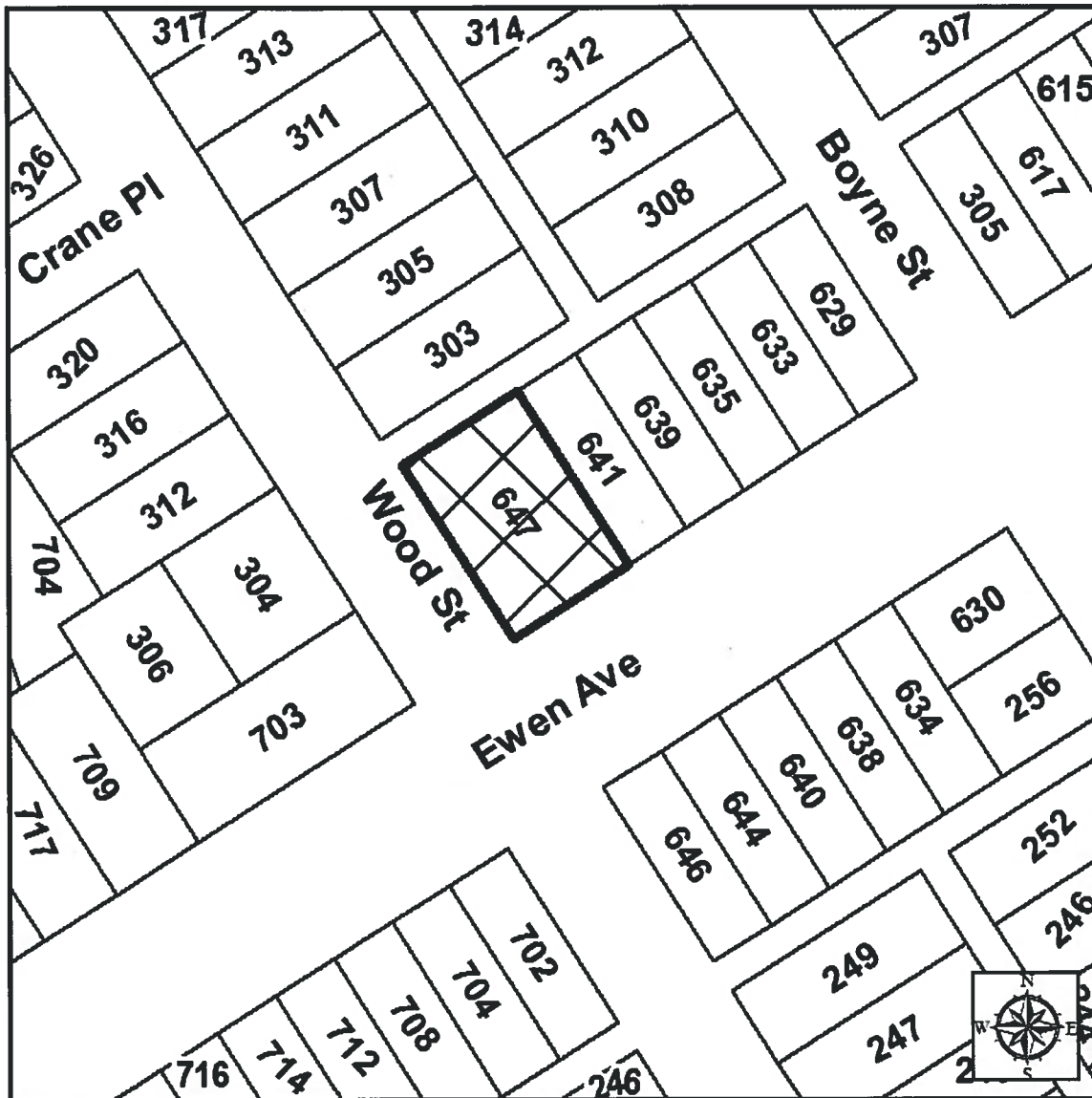
If you require further information on this matter, please contact Hardev Gill by phone at 604-636-4315 or by email at hgill@newwestcity.ca.

Yours truly,

Emilie K. Adin,
Director of Development Services



NEW WESTMINSTER



**MINUTES OF THE NEW WESTMINSTER BOARD OF EDUCATION
EDUCATION POLICY & PLANNING COMMITTEE**

**Tuesday, May 7, 2019, 7:30 PM
New Westminister Secondary School (NWSS)
835 Eighth Street, New Westminister**

PRESENT	Anita Ansari, Vice Chair Dee Beattie, Trustee Danielle Connelly, Trustee Gurveen Dhaliwal, Trustee Mark Gifford, Chair Maya Russell, Trustee	Karim Hachlaf, Superintendent Maryam Naser, Associate Superintendent Caroline Manders, Recording Secretary Guests Joyce Griffiths, Educational Assistant, Carson Graham Secondary School, North Vancouver School District Marcel Marsolais, President, CUPE Local 409 Murray McLeod, Principal, NWSS Veronica McGhee, English Teacher, NWSS Shannon Isaak, English Teacher NWSS Warren Bleaney, Science Teacher, NWSS Darren Ng, Science Teacher, NWSS Steve Kungel, Technology Teacher, NWSS Val Pontier, Technology Teacher, NWSS Kelly Proznick, Visual Arts Teacher, NWSS Lindsay Waldner, Visual Arts Teacher, NWSS Bruce Cunnings, Director, Instruction, Learning Services Maureen McRae-Stanger, Director, Instruction, Learning & Innovations
REGRETS	Mary Lalji, Trustee Kim Morris, Secretary-Treasurer	

Chair Dhaliwal recognized and acknowledged the Qayqayt First Nations, as well as all Coast Salish peoples, on whose traditional and unceded territories we live, we learn, we play and we do our work.

1. Approval of Agenda

The meeting was called to order at 7:34pm.

Agenda Items Moved:

- Comment & Question Period moved to Item #2
- New Business Item #6 to be discussed after Mental Health Update – Item #4a; agenda to be renumbered accordingly

Moved and Seconded

THAT the agenda for the May 7, 2019 Open Education Policy and Planning Committee meeting be adopted as amended.

CARRIED UNANIMOUSLY

- a. Appointment of Superintendent as Acting Secretary-Treasurer

Moved and Seconded

THAT Superintendent Hachlaf be appointed Acting Secretary-Treasurer, to preside over the May 7, 2019 Education Policy and Planning Committee meeting, in the absence of Secretary-Treasurer Morris.

CARRIED UNANIMOUSLY

2. Comment and Question Period

Joyce Griffiths, Educational Assistant (EA) and CUPE Rep. at Carson Graham Secondary School, North Vancouver School District, addressed the Board regarding concerns of how increasing hours for EAs has had a positive effect with the North Vancouver School District and to the success of the students with whom they work. She detailed how things ran in the past (bell-to-bell coverage) and now (pre- and post-bell).

Marcel Marsolais, President CUPE Local 409, also addressed the Board regarding the EA status within New Westminster Schools. He highlighted the importance of the work of the EA Committee and their role within the District.

3. Presentations

a. New Westminster Secondary School (NWSS) Learning Plan (Students/Teachers)

Principal Murray McLeod introduced himself to the Board and the audience. He became Principal in early April and has been enjoying getting to know the teachers and students at NWSS. He spoke of the importance of teamwork, communication and transparency to foster positive relationships within the school.

He shared a mind map he created to show what his ideal school looks like. Instructional leadership - teachers committed to continually improve learning / culture of inquiry / students involved in decision-making / what's best for all students at all times.

Department Presentations:

English - Veronica McGhee & Shannon Isaak

- Literary Festival - explore professional opportunities.
- Celebrate interdisciplinary connections.
- Honour diverse voices.
- Between the Lines Literary Festival:
 - o Outside the Lines (SOGI focus) - drag performers read SOGI-related stories (90 students attended);
 - o Drawing the Line - Boundary breaking;
 - o Local Line-up - Metro Talent;
 - o Line Break - Poetry Slam.
- Student Engagement activities.
- Department Culture: progressive assessment; interdisciplinary collaboration.
- Innovation Grant - Theories of Humour (assessment scoring holistic scoring guides).
- First Peoples Integration; Multi-modal forms of literacy; commitment to continued rigor & high assessment standards.

Science - Warren Bleaney & Darren Ng

- Exhibition Learning - presentation-based learning.
- Hands-on learning - how to engage students into deeper learning.
- Equip students with necessary knowledge and skill to perform a safe and professional demonstration of their learning that will amaze and educate them
- Engaging; Differentiated; Accessible.
- Electric Circus, May 27 for Grade 9 students.

Technology - Steve Kungel & Val Pontier

- Cross-department learning - where students share information and teach each other how to solve problems.
- 3D printing and laser cutter tools have expanded the learning horizons for students.
- Kyle showed three of the items he has developed and created using laser cutter and math skills.
- Future is to have more courses which integrate math science and technology- new school should provide more such opportunities.

Visual & Performing Arts - Kelly Proznick & Lindsay Waldner

- Art is transformative.
- Practice builds skills.
- Active art-making uncovers oneself.
- Expression; Imagination; Community; Belonging.
- Inclusive environment.
- Compassion and Empathy flourish.

Former Trustee Slade-Kerr briefly spoke about the impact of hands on Science learning on her children.

b. Mental Health Initiatives at New Westminster Schools

Director of Instruction, Learning & Innovations McRae-Stanger provided an overview of the importance of mental health education:

- Mental Health Literacy is the ability to understand and obtain and maintain good mental health.
- Understand and identify mental disorders and their treatment.
- Connection between Social Emotional Learning (SEL) and Mental Health Literacy (MHL).
- What is the data telling us - 30% of students in the District are not experiencing a high degree of mental well-being.
- Early Action Initiatives Grant of \$33K has been received from the Ministry for New Westminster Schools. The funds are being used to:
 - o Focus on Zones of Regulation;
 - o Introducing the RULER (Recognizing, Understanding, Labeling, Expressing, and Regulating) Program;
 - o Speaking and talking about behaviours - mindfulness;
 - o SEL spaces in schools; flexible furniture; school goals; SEL Working Group be developed for upcoming school year.
 - o District-wide mental health literacy training with Andrew Baxter, which took place in early April.
 - o Teen mental health curriculum launched with grade 9 students at NWSS; follow-up from training to roll out to Parent Advisory Councils; mental health forum held at NWSS; mental health dinner series - April 30, May 13; May 27; Mental Health Week May 6-10.
 - o Plans for 2020-2021 school year: SEL/MHL Working Group Committee; Plans to use the Teen MHL Curriculum from grade 6-12 adapted for each grade; potential for a MHL conference at Middle School level.

It was asked that students and adults with mental health challenges be included in creating the mental health curriculum; mental health model – to identify what are the drivers of mental well-being.

4. **New Business**

a. Proposed Changes to Education Assistants' (EAs) Hours Allocation

Trustee Beattie provided an overview of the backgrounder highlighting concerns around high absenteeism for Educational Assistants (EAs) in the district. EAs' workdays are calculated in minutes, no other job classification banks hours based on minutes, this causes a problem with recruitment and retention. We need to ensure that when a student enters the classroom, there is an opportunity for the EA to have sufficient preparation time.

It was asked whether the Board should consider hiring more EAs; however; it was suggested that this consideration be part of the special education review, which is taking place.

5. **Reports from Senior Management**

a. Superintendent Update

Superintendent Hachlaf updated the Board briefly that sound system is being sourced for the live streaming.

Moved and Seconded

THAT the Education Policy and Planning Committee recommend to the Board of Education of School District No. 40 (New Westminster) to approve livestreaming for Open Operations Policy and Planning Committee and Open Board of Education meetings, excluding Education Policy and Planning Committee due to privacy concerns relative to showing children on camera.

CARRIED UNANIMOUSLY

b. Special Education Review May Update

Director of Instruction, Learning Services Cunnings updated the Board. The District has engaged the services of Special Education Review Consultants, Susan Powell and Laurie Meston. The work involved in the Review is extensive and required a second person to help gather feedback and collate the report.

Next steps include finalizing the workplan, which will be presented at the June 4, 2019 Education Policy and Planning Committee meeting.

Student voices will be included via focus groups.

c. Administrative Procedures Review - Categories 100, 200, 300

Associate Superintendent Naser, Director of Instruction, Learning & Innovations McRae-Stanger and Director of Instruction, Learning Services Cunnings presented an overview of the Administrative Procedures (AP), which have been revised:

- AP 132: Closure of Schools Due to Inclement Weather or Other Hazards;
- AP 190: Copyright Compliance – new;
- AP 206: Plan for Alternative Delivery of Physical and Health Education K-10 - new;
- AP 240: Student Counselling Services - new;
- AP 354: Physical Restraint and Seclusion - new;
- AP 364: Course Challenge - new;

Concern was expressed around the implications of AP 206 that there is a possibility that parents may choose to have their children opt out of sexual health related activities. It is important to note that very few parents have chosen to have their children not participate over the past number of years.

d. 2019-2020 School Fees

Associate Superintendent Naser briefly highlighted the changes to the School Fees schedule. More alignment of school supply fees for elementary and middle schools which are optional:

- Elementary School Supplies: \$25-\$40 this is an optional fee
- Kindergarten Activities: \$20 activity fee has been removed
- Middle School Supplies: \$40 this is an optional fee
- Grade 8 Athletic Fee: has been standardized at \$25/sport across the District
- NWSS - BCIT Apprenticeship Programs: \$500 supplies fee has been removed

It was asked that staff ensure that communication to parents/guardians include information as to which fees are optional.

Moved and Seconded

THAT the Education Policy and Planning Committee recommend to the Board of Education of School District No. 40 (New Westminster) to approve the 2019-2020 School Fees as presented.

CARRIED UNANIMOUSLY

e. School Calendar Update

Associate Superintendent Naser explained the ten-minute increase in preparation time for elementary school teachers (110 minutes per week). The bell schedule 2019-20 has been adjusted to allow for this increase in preparation time; as well, the bell schedule is now aligned across the District so that all elementary schools will begin at 9:00 am and end at 2:55pm.

6. General Announcements

Superintendent Hachlaf mentioned that additional amendments to Administrative Procedures - Categories 400 and 500 be forthcoming to the June 11, 2019 Operations Policy and Planning Committee meeting.

7. Adjournment

The meeting adjourned at 9:55 pm.

ELEMENTARY

ITEM	COST
Agenda/Planner	\$4.00 - \$8.00
School supplies (optional)	\$25 - \$40.00
Recorder fee (may purchase or use school recorder)	\$5.00

MIDDLE

ITEM	COST
Agenda/Planner (optional)	\$6.00 - \$10.00
School Supplies (optional)	\$40.00
Yearbook (optional)	\$25.00 - \$40.00
Band practice book (optional)	\$10.00 - \$15.00
Band rental (rental cost depends on instrument)	\$10.00 - \$40.00/mo.
Gr. 8 Athletic fee	\$25.00/sport
Locks (optional)	\$6.00

NWSS

STUDENT ACTIVITY FEE (Total)			\$30
Other: (specify)		Yearbook (optional)	\$55
GRADUATION ACTIVITY FEE (Total)		Ceremony	\$80
Breakdown:		Dinner/Dance	\$110
DEPARTMENT	COURSE CODE	COURSE NAME or Description	FEE
Athletics		Junior Sports	\$50
		Senior Sports	\$85
		Football	\$285
		Wrestling	\$100
Academies		Hockey	\$1,220
		Lacrosse	\$100
Business Education	MAC-11	Accounting 11	\$30
IB	Program Fee	Program Fee for IB registration (annual)	\$75
	Diploma Fees Grade 11	Diploma Fees Grade 11 (based on # of courses)	\$600
	Diploma Fees Grade 12	Diploma Fees (based on # of courses)	\$750
Math	MFOM-11	Foundations of Mathematics 11 workbook (optional)	\$25
	MFOM-12	Foundations of Mathematics 12 workbook (optional)	\$25
Music	Rental of school-owned instruments: MU--09, MMUCB10, MICB11, MICB12, XLDCB09, MMUJB-10, MIMJB11, MIMJB12, MMU—09O, MMUOR-10, MIMOS11, MIMOS12	Concert Band 9 to 12, Jazz Band 9 to 12	\$100
Tech Ed		Skills exploration	\$50
Apprenticeship Programs		Auto refinishing prep tech VCC	\$500 plus books
		Baking VCC	\$500 plus books
		Carpentry	\$500 plus \$160 workbook
		Painting and decorating FTI	\$0
		Plumbing	\$500 plus \$200 workbook
		Professional Cook	\$500 plus \$160 workbook
Visual Art	9-12 Art classes	Personal Supplies for the class	Optional \$65
PE		Basketball Skills	\$20
ADST		Culinary Arts 10-12	\$10 or \$35

**MINUTES OF THE NEW WESTMINSTER BOARD OF EDUCATION
OPERATIONS POLICY & PLANNING COMMITTEE**

**Tuesday, May 14, 2019, 7:30 PM
School Board Office
811 Ontario Street, New Westminster**

PRESENT	Anita Ansari, Vice Chair Dee Beattie, Trustee Danielle Connelly, Trustee Gurveen Dhaliwal, Trustee Mark Gifford, Chair Maya Russell, Trustee	Karim Hachlaf, Superintendent Maryam Naser, Associate Superintendent Dave Crowe, Director of Capital Projects Grant Lachmuth, Black Wolf Consulting Halena Seiferling, Living Wage for Families Campaign Catherine Ludgate, Vancity Credit Union Tim Holloway, Engagement Partner, KPMG James Pocher, Assistant Secretary-Treasurer Caroline Manders, Recording Secretary
REGRETS	Mary Lalji, Trustee Kim Morris, Secretary-Treasurer	

Chair Connelly recognized and acknowledged the Qayqayt First Nations, as well as all Coast Salish peoples, on whose traditional and unceded territories we live, we learn, we play and we do our work.

1. Approval of Agenda

The meeting was called to order at 7:34pm.

Agenda items re-ordered:

New Business: 7a. Living Wage to Presentations 4b.

New Business: 7b. Audit Planning Report to Presentations 4c.

Moved and Seconded

THAT the agenda for the May 14, 2019 Open Operations Policy and Planning Committee meeting be adopted as amended.

CARRIED UNANIMOUSLY

a. Appointment of Superintendent as Acting Secretary-Treasurer

Moved and Seconded

THAT Superintendent Hachlaf be appointed Acting Secretary-Treasurer, to preside over the May 14, 2019 Open Operations Policy and Planning Committee meeting, in the absence of Secretary-Treasurer Morris.

CARRIED UNANIMOUSLY

2. Correspondence

Correspondence was received.

3. Comment & Question Period from Visitors

Nil.

4. **Presentations**

a. Living Wage for Families Campaign

Halena Seiferling, Living Wage for Families Campaign, and Catherine Ludgate, Vancity Credit Union, provided an overview of the Living Wage initiative.

It was confirmed that there is no cost attached to the certification/re-certification process to be recognized as a Living Wage Employer.

Superintendent Hachlaf thanked Halena and Catherine for attending the meeting.

b. Living Wage

Trustee Gifford introduced the proposed Living Wage for Families and New Westminster Schools.

Trustee Russell shared with the Board her experience with the Living Wage.

Moved and Seconded

THAT the Operations Policy and Planning Committee recommend to the Board of Education of School District No. 40 (New Westminster) to instruct staff to prepare a report, on or before the November 19, 2019 Operations Policy and Planning Committee Meeting, that provides an analysis of the costs and benefits of New Westminster Schools becoming a Living Wage Employer.

CARRIED UNANIMOUSLY

c. Audit Planning Report for the Year Ended June 30, 2019

KPMG Engagement Partner Holloway provided a high-level overview of the External Audit Planning Report.

5. **Reports from Senior Management**

a. Capital Projects Update

i. New Westminster Secondary School

Director of Capital Projects Crowe and Grant Lachmuth, Black Wolf Consulting, updated the Committee as follows:

- 40-50 trade workers on site, this will increase soon to 70-80 workers.
- Engaging school staff and students to start recycling items that will not transition to the new school site.
- Contract completion date is May 6, 2020. Key civil works coming up with storm/sanitary and water lines between Massey Theatre and Moody Park Arena.
- Foundation and readiness work has been completed. About 35% of east wing concrete has been completed. Finishing service line work.
- No archaeological nor environmental issues have been noted.
- Structural steel framework for the east wing has been completed; now continuing steelwork north; floor slabs being installed.
- Construction is starting on the maintenance/IT building. Environmental monitoring will be onsite as well as First Nations to be present at the excavation site.
- Community garden has been moved to another location.
- Overall on-time and on-budget, no changes to the risk summary - everything is considered to be low risk.

- Graham Construction has added additional traffic control people to ensure safety for pedestrians, cyclists, students, etc. There have been no concerns expressed by the neighbours.
- Remainder of paving will start in July and will take about 2-3 months to complete. This is a very complex project, which is divided into 13 stages to cause minimal disruption.

Superintendent Hachlaf confirmed that there will be an opportunity for students to be involved in the naming of spaces at the new NWSS.

ii. Lord Tweedsmuir Elementary School

Director of Capital Projects Crowe provided an update on the Seismic Upgrade Project at Lord Tweedsmuir Elementary School.

Richard McBride Elementary: public consultation on June 5 from 6:30pm to 8:00pm. Presentation to teaching staff will take place before the public meeting.

Herbert Spencer Elementary School: boiler and hot water tank upgrades. Also a complete floor replacement and gym floor.

Glenbrook Middle School: replacing gas-fired roof-top units to hot water.

Lord Kelvin Elementary School: complete boiler and air handler upgrade.

b. Operations Update

i. 2019-2020 Budget - Process Debrief / Overview

Superintendent Hachlaf provided a brief summary of the extensive budget process, which was undertaken in the district to enhance public participation and transparency, beginning in November 2018 with the Student Symposium, Talking Tables in February 2019 and the Long-Range Facilities Review public consultations in April 2019.

Trustee Feedback:

Trustee Ansari: this was her first budget process; she liked the process; however, she was unsure when she could jump-in to ask questions and would like to get clarification on that process.

Trustee Beattie: she missed part of the process and felt badly because she feels that she missed out; she would like to be able to ask questions earlier in the process; funding of the arts, she would like to better understand what we already do in the schools and for a clearer picture on the current funding and staffing supports for the arts.

Trustee Gifford: the budget process was a positive experience and a great improvement of what the budget process has been previously. This process was very ambitious and for a mostly new Trustee and Senior Staff team, it went very smoothly, it was quite the achievement. There are probably some areas for improvement, however over all it went very well. The District embarked on many firsts to involve the public. This provided us with a lot of information, which they will need some assistance with in disseminating appropriately. Trustee Gifford thanked the Secretary-Treasurer and staff for rolling out this process. He appreciated getting the structure of the process early on, which laid out clear timelines. However, what could be done better is to have more time for the Trustees to be

able to discuss the budget prior to the final approval phase. The weeks leading up to that, seemed quite fast.

Trustee Connelly: staff did a great job in explaining the process; an incredible amount of training and orientation has taken place since November; some difficulty in balancing time demands with the budget process with the strategic planning process; she did feel supported and is appreciative of the information and training which was imparted. She would also like to hear feedback from staff about this process.

Trustee Dhaliwal: she also was very appreciative of staff's assistance in helping them understand the budget process. This process has provided a great foundation for future budgets. A reminder to use simple language to explain budget terms in non-accounting language; she would like to have more discussion in committee prior to Board meeting; and would like to know where each of the schools' budgets and how and where they spend their money.

Trustee Russell: the step-by-step explanation of the budget was very helpful. She had some difficulty in understanding how the budget translates to what happens at the school level. She also felt that there may be some benefit around discussion before passing the budget. Perhaps, a workshop may be helpful. Reading the financial statements, she finds it difficult to track the year-to-date and actual budget. There have been wonderful orientation opportunities and is very appreciative of staff's efforts. Further, asking staff to provide, in some cases, more detailed background information will be helpful.

Superintendent Hachlaf: staff thanked the Trustees for their feedback and will work with the Senior Management Team to consider and implement the improvements suggested prior to the 2020-21 budget planning process.

Superintendent Hachlaf reviewed the April 30 recommendation relative to the 2019-2020 Arts Surplus Allocation, which would allocate a one-time \$180,000 from surplus as follows:

1. *Initial one-year commitment to 0.5 FTE District Arts Facilitator position and program costs, to support development of a comprehensive District creative and performing arts strategy, delivery of curriculum, programs, partnerships that strengthen learning and engagement of students, teachers, and staff. Cost: \$60,000*
2. *Facility Rental: Access to Massey Theatre is important to the District, NWSS, Fine Arts programs, as well as elementary and middle schools. Fine Arts alone can use 30 days per year, which can cost more than \$1,500/day. One-year enhancement funding to support 2019-20 costs at Massey Theatre, and to ensure each District elementary and middle school has option to cover costs of one day or evening use of Massey Theatre, in addition to NWSS for fine arts, learning, and ceremonial uses. Cost: \$50,000*
3. *Supplies and Equipment: one-time enhancement funding to support equitable refresh of K-12 District fine arts equipment and supplies. Cost: \$70,000*

Staff to provide update on position and funding allocation at the November 26, 2019 Board Meeting.

Superintendent Hachlaf acknowledged again many of the trustee comments towards anchoring this recommendation towards strategic planning alignment and agree with the need to develop a focused and sustainable approach to supporting Fine Arts in our school district. Superintendent Hachlaf recommended we can appropriately do both and proceeded to provide a rationale for the three components of the recommendation.

It was suggested that the proposed motion be split into two parts – items #1 and #2 together and item #3 as a separate motion.

Amended Motion

Moved and Seconded

THAT the Operations Policy and Planning Committee recommend to the Board of Education of School District No. 40 (New Westminster) allocate \$110,000 from surplus to support an investment that strengthens capacity of art education in our schools as follows:

- 1. Initial one-year commitment to 0.5 FTE District Arts Facilitator position and program costs, to support development of a comprehensive District creative and performing arts strategy, delivery of curriculum, programs, partnerships that strengthen learning and engagement of students, teachers, and staff. Cost: \$60,000*
- 2. Facility Rental: Access to Massey Theatre is important to the District, NWSS, Fine Arts programs, as well as elementary and middle schools. Fine Arts alone can use 30 days per year, which can cost more than \$1,500/day. One-year enhancement funding to support 2019-20 costs at Massey Theatre, and to ensure each District elementary and middle school has option to cover costs of one day or evening use of Massey Theatre, in addition to NWSS for fine arts, learning, and ceremonial uses. Cost: \$50,000*

Motion Rescinded

Moved and Seconded

THAT the Operations Policy and Planning Committee recommend to the Board of Education of School District No. 40 (New Westminster) to allocate \$70,000 from surplus to support an investment that strengthens capacity of art education in our schools as follows:

- 3. Supplies and Equipment: one-time enhancement funding to support equitable refresh of K-12 District fine arts equipment and supplies. Cost: \$70,000*

Staff to provide update on position and funding allocation at the November 26, 2019 Board Meeting.

Motion Rescinded

New Motion as Amended:

Moved and Seconded

THAT the Operations Policy and Planning Committee recommend to the Board of Education of School District No. 40 (New Westminster) to allocate \$180,000 from surplus on the condition that staff provide a funding plan to the Board at, or before, the November 19, 2019 Operations Policy and Planning Committee meeting, to support an investment that strengthens capacity of art education in our schools as follows:

1. *Initial one-year commitment to 0.5 FTE District Arts Facilitator position and program costs, to support development of a comprehensive District creative and performing arts strategy, delivery of curriculum, programs, partnerships that strengthen learning and engagement of students, teachers, and staff. Cost: \$60,000*
2. *Facility Rental: Access to Massey Theatre is important to the District, NWSS, Fine Arts programs, as well as elementary and middle schools. Fine Arts alone can use 30 days per year, which can cost more than \$1,500/day. One-year enhancement funding to support 2019-20 costs at Massey Theatre, and to ensure each District elementary and middle school has option to cover costs of one day or evening use of Massey Theatre, in addition to NWSS for fine arts, learning, and ceremonial uses. Cost: \$50,000*
3. *Supplies and Equipment: one-time enhancement funding to support equitable refresh of K-12 District fine arts equipment and supplies. Cost: up to \$70,000 on the condition that district staff present an update on the dispersal of the supplies and equipment on or before the November 26, 2019 Board meeting.*

CARRIED UNANIMOUSLY

ii. Long-Range Facilities Review

Superintendent Hachlaf provided a brief update. Recommendation is to proceed with Option #2 as indicated in the Long-Range Facilities Review.

a. Feedback

Nil.

b. Recommendation

Concern was expressed over the lack of feedback received and that Option #2 does not adequately capture the type of school allocation. Also, that the plan does not accurately address the district's needs going forward to 2041.

None of the options are perfect; Option #2 provides greater flexibility relative to the other Options.

Superintendent Hachlaf indicated that the Long-Range Facilities Plan aligns with our 5 year Capital Plan, which is submitted to the Ministry. Further the 5 year Capital Plan is reviewed on an annual basis to ensure that the district's needs are met.

Moved and Seconded

THAT the Operations Policy and Planning Committee recommend to the Board of Education of School District No. 40 (New Westminster) approval of Option 2: Addition to Queensborough Middle School + 3 new schools (1 Middle and 1 Elementary and 1 configuration to be determined) as outlined in the Long-Range Facilities Review.

**CARRIED
1 Opposed**

6. General Announcements

Trustee Ansari will visit Richard McBride Elementary for Electrical Safety Day on May 15 and share safety practices with the students.

Trustees Beattie and Connelly will attend the Metro Trustees' meeting on May 15. Trustees in other districts have asked how the employer health tax will affect budgeting. Superintendent Hachlaf will connect with the Trustees to provide additional information.

Reminder: May Day Celebration on Wednesday, May 22.

7. New Business

Living Wage (Item #7a) and Audit Planning Report (Item #7b) were moved to Item #4 Presentations.

8. Old Business

Nil.

9. Question Period (15 Minutes)

Nil.

10. Adjournment

The meeting adjourned at 9:45pm.

Supplement to: **OPERATIONS POLICY & PLANNING COMMITTEE**

Date: May 14, 2019

Submitted by: Mark Gifford, Chair

Item: **Requiring Action** Yes ☒ No ☐ **For Information** ☐

Subject: Living Wage for Families and New Westminster Schools

Background:

In New Westminster Schools, we see the impact of poverty on physical, social, emotional, and cognitive development of children, and its relationship to learning. This is why we have taken leadership to do what we can to adopt policy and programs that address inequality and reduce stigma in our schools, such as through our School Nourishment Program, Sanctuary Schools Policy, or Menstrual Initiative. We can take pride in these efforts, and see the difference they make in creating conditions for inclusion and success of all students and families.

A living wage helps an employer do its part to ensure that the work it pays people to do does not keep them in poverty. A living wage is the hourly amount a family needs to cover basic expenses, including food, rent, clothing, child care, transportation and a small savings. In British Columbia, this amount is reviewed and recalibrated each year. In 2019, the Living Wage in Metro Vancouver is \$19.50.

A Living Wage policy could help ensure New Westminster Schools walk the talk of equity, inclusion, and fairness. It has been a tangible statement by employers to put their values into action, and in our case, one that strengthens learning outcomes for students in our District.

As a first step, the New Westminster Board of Education can work with staff to take time to learn more about the benefits and considerations of becoming a Certified Living Wage Employer, and how best to move forward as a District.

Recommendation:

THAT the Operations Policy and Planning Committee recommend to the Board of Education of School District No. 40 (New Westminster) to instruct staff to prepare a report, on or before the November 19, 2019 Operations Policy and Planning Committee Meeting, that provides an analysis of the costs and benefits of New Westminster Schools becoming a Living Wage Employer.



living wage
for families campaign



Vancity

New Westminster School District 40

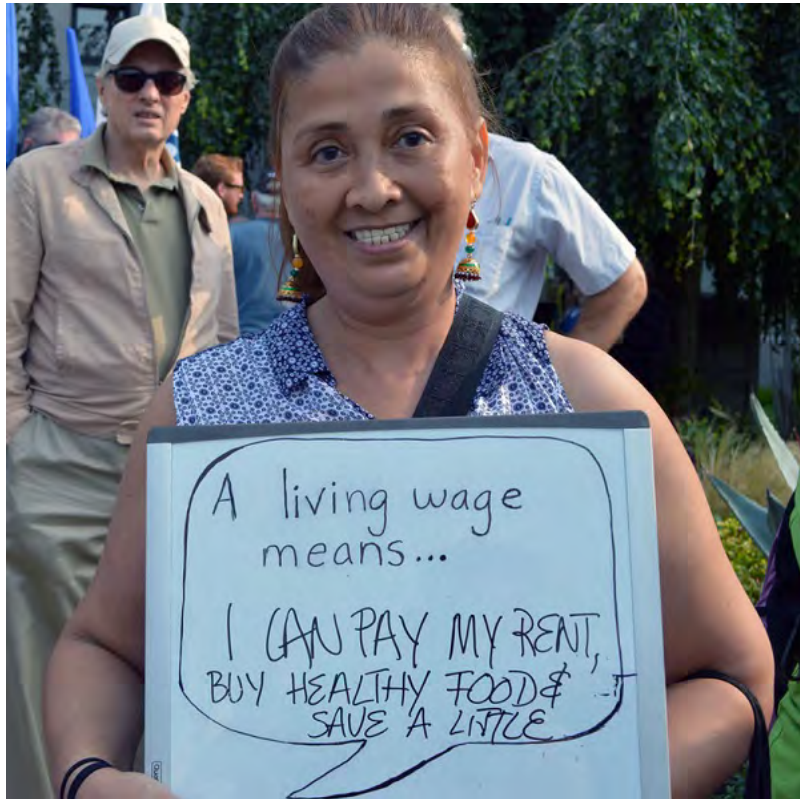
Operations Committee

May 14, 2019

Halena Seiferling, Campaign Organizer, Living Wage for Families Campaign

Catherine Ludgate, Senior Manager of Community Investment, Vancity Credit Union

What is the Living Wage?



- The hourly amount a worker would need to earn in order to be able to live in their community.
- Calculated based on a two-parent and two-child family, the most common family type in BC, to capture expenses that most families would encounter.
- Calculation includes: rent, food, child care, transportation, and other expenses, as well as government taxes and transfers.
- An overall picture of the cost of living in the community.
- One tool to be used in ending working poverty.

What is the Living Wage **not**?



- **The minimum wage.** The minimum wage is the legislated amount employers must pay their employees as defined by the provincial government.
- **A legislated or mandatory wage.** It is an optional amount that employers can choose to pay to show their commitment to reducing working poverty.
- **Arbitrary.** Our data comes from Statistics Canada measures such as the Consumer Price Index, the Market Basket Measure, and the Canadian Housing and Mortgage Corporation, as well as local surveys of costs in each community. The living wage is therefore a robust measure of the cost of living.

How is the Living Wage used?

- Living wages in communities across the province are calculated annually.
- Employers are certified as Living Wage Employers if they pay the living wage.
- The Living Wage for Families Campaign also advocates for complementary policies to help families; issues like housing, food, and transportation.



Why a living wage?

- 1 in 5 BC children are still growing up in poverty.
- The majority of these children live with parents who work.
- Poverty can adversely affect child development.
- 32 per cent of families in Metro Vancouver earn below the living wage and therefore struggle to make ends meet.
- Employers who pay higher wages report higher staff morale, productivity, and retention rates.

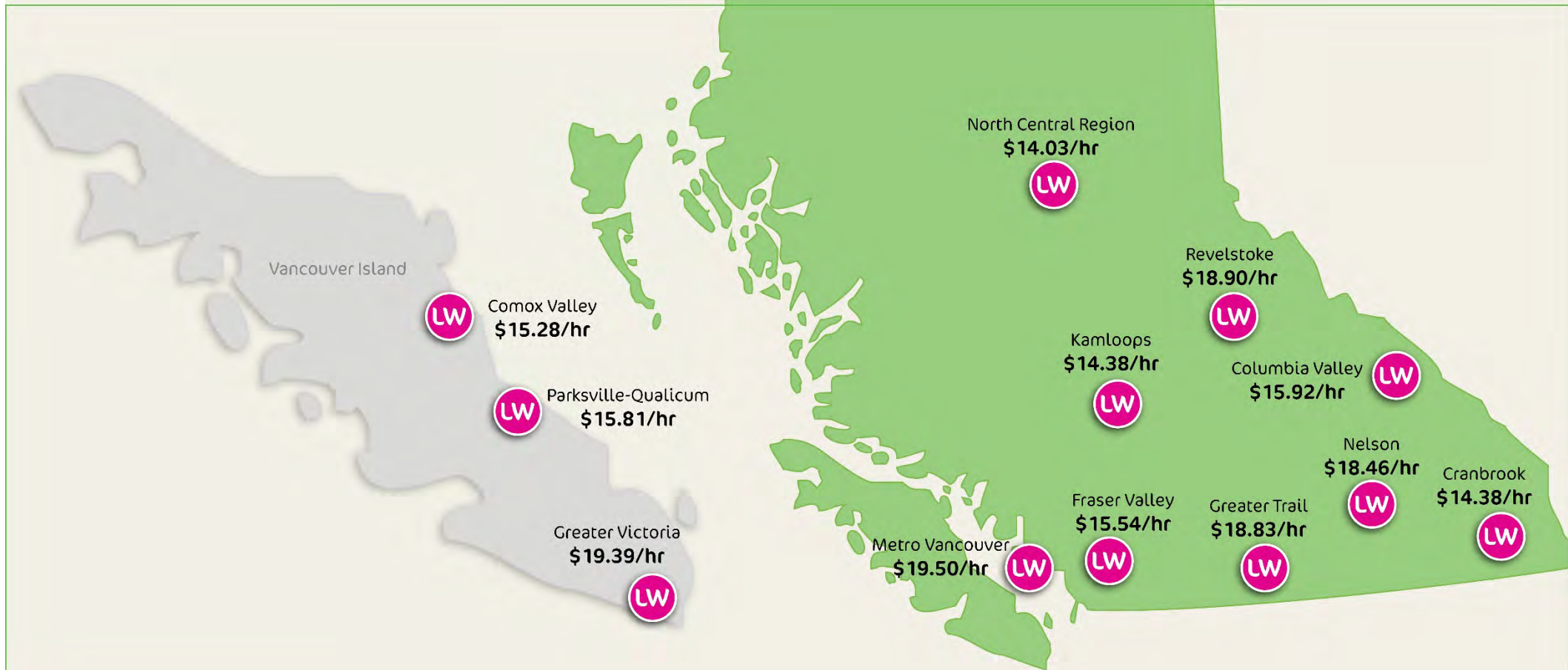


Making a difference

- Over 140 certified Living Wage Employers
- Impacting more than 20,000 workers across the province
- Fighting for low-wage and precarious workers



2019 Living Wages in BC



Living Wage Employers:



- Commit to paying their staff and contractors their regional living wage per hour.
- Mandate that for major service contracts, service providers must also pay their staff the living wage.
- Can use some exemptions, including for contracts of fewer than 120 hour per year, students, social enterprises, and more.
- The Living Wage for Families Campaign has some further criteria that we can provide more information about, but large employers can also determine the extent to which it makes sense to include their service contracts in their policy.



Living expenses for a family of four



food



clothing + footwear



shelter



transportation



child care



household expenses



social participation



Medical
Services Plan



extended
healthcare



parents'
education



contingency fund
2 weeks pay per adult

benefits

living expenses decrease when benefits are paid for by the employer



Medical
Services Plan



extended
healthcare



professional
development



paid sick leave
+ vacation

wage

or

wage

employer
paid
benefits

The Living Wage Employer Process for SD40

1. Learn about the living wage.
2. Pass a motion for staff to prepare a full report on the costs and implications of passing a living wage policy.
3. Accept staff report and determine if SD40 would like to move forward with becoming a Living Wage Employer.
4. Throughout the process, receive support from the Living Wage for Families Campaign regarding advice on drafting a living wage policy, specifics of criteria, etc.

Monitoring & Reporting

- Employers inform service providers of their intention to be a Living Wage Employer, and renegotiate those contracts when next they become open.
- Living Wage Employers are not expected to monitor whether their service providers pay their staff the living wage, but are expected to have the right of “proof.”
- The Living Wage for Families Campaign informs Living Wage Employers of the new living wage rates each spring.
- Living Wage Employers must complete a one-page form recertifying their commitment to continuing to pay the living wage within 6 months of new living wages being released.

Living Wage Employers of Note

Local governments:

- 8 in BC have become Living Wage Employers, including the City of New Westminster (in 2011)

School Districts:

- School District 69 - Qualicum (certified in 2015)

Employers in New Westminster:

- United Food and Commercial Workers, Local 1518 (certified in 2012)
- Community Savings Credit Union (branches in New Westminster - certified in 2010)



Vancity's Journey: Staff

Were our employees close to or already at the Living Wage? At the time of application, Vancity had 2,361 employees, more than 98% of which are paid above the Living Wage.

We determined two reasons that had led to 2% being below the Living Wage: the structure of our salary scales/wage grids; and, our casual employees are not provided benefits due to inconsistent work terms.



Vancity's Journey: Contractors

- Had 1,200 unique contractors across 45 industry sectors! Proposed concentrating on 'strategic' suppliers (annual spend over \$250K or more than 120 hours of labour service provided, as well as reputational risk/operational risk such as business continuity).
- Also included suppliers in categories where we considered workers to be "vulnerable" – there we lowered the thresholds: Personnel Agencies to \$50k, Janitorial to \$50k, Catering to \$10k; and, Security Services to \$100k.
- With this combination of strategic spend and a focus on these four categories of vulnerable workers, we believe we have affected 90% of our spend (in ~55 contracts).

Business case: real savings from happy workers

35% increase in performance

47% improvement in morale

45% improvement in customer service

44% fewer disciplinary issues

50% reduction in employee turnover



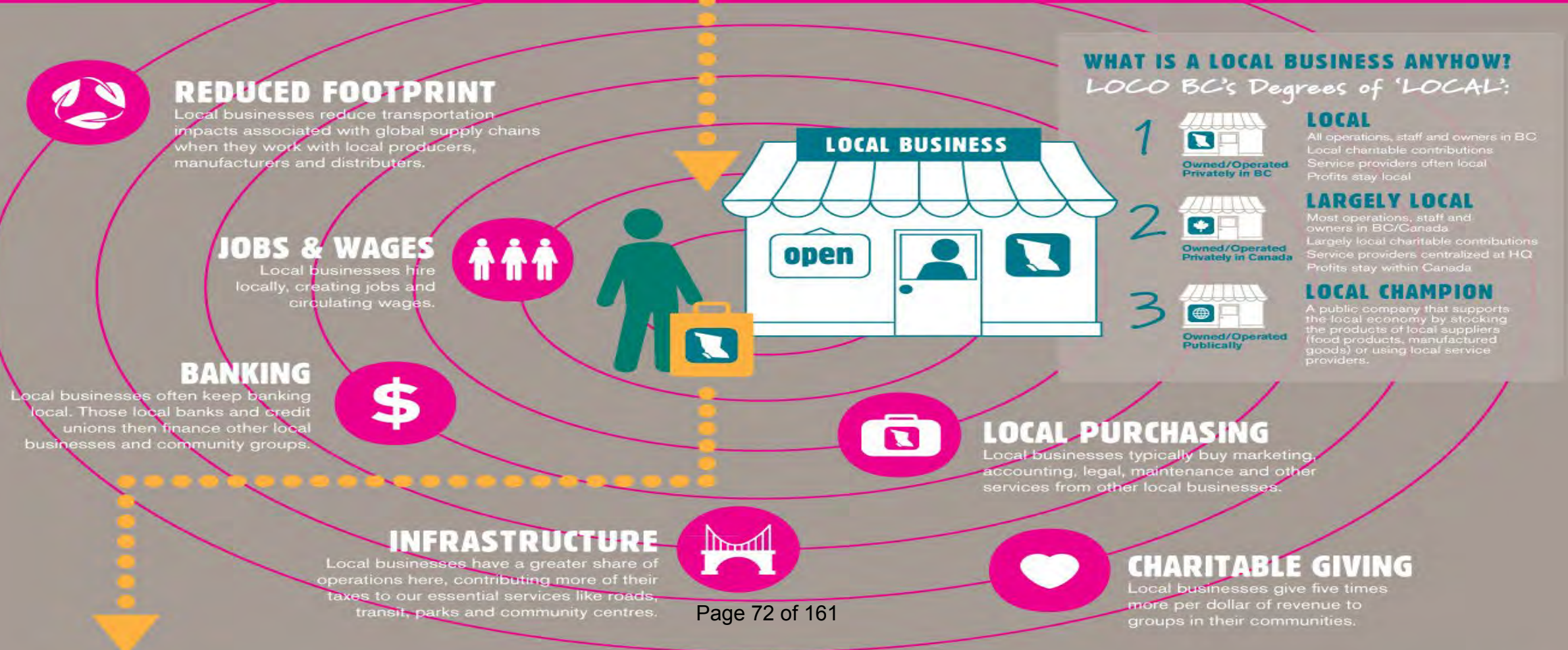
Other benefits... surprise!

- Set aside \$1M to come compliant in year one; the actual costs were \$700k.
- Focus on reviewing strategic contracts has been a good exercise to review what we are buying and why.
- Open houses to announce RFPs and explain Living Wage and vision.
- Now saving ~\$1M a year through a different relationship with our contractors.



Your choice to shop at a local business means that for every **\$100** you spend, **\$46** is recirculated back into the local economy.

Here's how local businesses keep our communities strong



Thank you!

Halena Seiferling
halena@livingwageforfamilies.ca
604.975.3347

Catherine Ludgate
livingwage@vancity.com
604.709.6940

Supplement to: REGULAR SCHOOL BOARD MEETING

Date: May 28, 2019

Submitted by: Chair Mark Gifford

Item: **Requiring Action** **Yes** ☒ **No** ☐ **For Information** ☐

Subject: Arts 2019-2020 Surplus Allocation – Request to Allocate \$180,000 to Boost District Arts Education Capacity

Background:

New Westminister Schools celebrate the role of the arts in our community and our schools. We have amazing teachers and programs we love, and there is clear evidence that access to creative and performing arts can have a huge impact on student achievement, school culture and community engagement. Increasingly, the arts are recognized for their critical cross-curricular relevance, and are central to supporting development of core competencies identified in British Columbia's new curriculum. Back-stage or front-stage, the arts are an important means to help students build a sense of confidence, belonging, and connection in our schools.

Board discussions, presentations by students and families, and reports from senior management have highlighted an interest in strengthening the capacity of arts to enhance learning in New Westminister Schools. To do so requires an initial commitment to staff, space, and supplies.

Recommendation:

THAT the Board of Education of School District No. 40 (New Westminister) allocate \$180,000 from surplus to support a three-pronged investment that strengthens capacity of art education in our schools as follows:

1. Initial one-year commitment to 0.5 FTE District Arts Facilitator position and program costs, to support development of a comprehensive District creative and performing arts strategy, delivery of curriculum, programs, partnerships that strengthen learning and engagement of students, teachers, and staff. **Cost: \$60,000**
2. Facility Rental: Access to Massey Theatre is important to the District, NWSS, Fine Arts programs, as well as elementary and middle schools. Fine Arts alone can use 30 days per year, which can cost more than \$1,500/day. One-year enhancement funding to support 2019-20 costs at Massey Theatre, and to ensure each District elementary and middle school has option to cover costs of one day or evening use of Massey Theatre, in addition to NWSS for fine arts, learning, and ceremonial uses. **Cost: \$50,000**
3. Supplies and Equipment: one-time enhancement funding to support equitable refresh of K-12 District fine arts equipment and supplies. **Cost: \$70,000**

Staff to provide update on position and funding allocation at the November 26, 2019 Board Meeting.

Long-Range Facilities Review New Westminster Schools

April 4, 2019

Why Undertake a Long-Range Facilities Review?

The purpose of the review is multi-faceted:

- determine enrolment growth and corresponding future space requirements for delivery of educational services in New Westminster Schools
- fulfill the Ministry of Education's (MOE) requirement for a 10-year long-range facilities plan to support the rolling annual 5-Year Annual Capital Plan
- examine a longer timeframe beyond the 10-year required by the Ministry, to 2041 to coincide with the longer term planning horizon of the recently adopted New Westminster Official Community Plan (OCP)
- estimate the number of additional students from new housing to be determined from the OCP, and to provide enrolment projections for the schools
- propose options to accommodate future enrolment increases
- prepare a further detailed study for the next 10 years based on the option preferred by the Board of Education

Timeline

Cascade Facilities Management Ltd. was contracted in December 2017 and delivered its draft report in June 2018 (Appendix A). Over the course of the summer 2018, a new district staff team was hired, and a new Board of Education was elected in November 2018. During the month of April 2019, the Board will present the facilities review to the public and seek feedback on the options considered, including the preferred recommendation. By May 31, 2019 the Board intends to have an approved Long-Range Facilities Plan to include with the Annual 5-Year Capital Plan submission on June 30, 2019.

Over the planning horizon, the plan will be monitored relative to enrolment growth and capital application approvals for improved capacity and will be adjusted as necessary. The overall intent of the plan is to provide direction for capital spending into the future. This will help New Westminster Schools be responsive and proactive to enrolment and capacity changes. A solid and sustainable plan will improve return on investment and reduce the number of portables required for instruction.

Data

There are five key considerations when undertaking a facilities review:

1. Enrolment: How many students do we/will we have?
2. Capacity: How many seats do we have/will we need for students?
3. Utilization: How full or empty are the schools/will the schools be?
4. Condition: What is the quality of the structures we have/will have?
5. Options: After analyzing the enrolment, capacity, utilization and condition data, what priorities begin to emerge? What different scenarios should be considered?

Enrolment: How many students do we have?

In September 2018, New Westminster Schools had a total K-12 Standard school enrolment of 6,497 in:

- 8 elementary schools
- 3 middle schools
- 1 secondary school
- 3 alternate programs located in the secondary school, a shared leased space, and 5 modulars/portables
- 29 classroom modulars/portables*

In addition, New Westminster Schools also had a total Alternate and Distributed Learning enrolment of 392 FTE* (full-time equivalent) in:

- 3 distributed learning programs located in a closed elementary school, 6 modulars/portables and a shared leased space

* Modulars are prefabricated structures with robust structural features that assist in longer-term occupancy solutions such as full day Kindergarten.

Portables are prefabricated structures have standard structural features and are intended for temporary capacity challenges

* Full-Time Equivalent: Number of Courses Enrolled
Headcount

Elementary	Headcount	Location	Modular/Portable: Instructional	Modular/Portable: Non-Instructional
Lord Kelvin Elementary	455	Lord Kelvin Elementary	3	1
Herbert Spencer Elementary	470	Herbert Spencer Elementary	3	
Richard McBride Elementary	422	Richard McBride Elementary	2	1
Lord Tweedsmuir Elementary	357	Lord Tweedsmuir Elementary	2	1
FW Howay Elementary	120	FW Howay Elementary	1	
Connaught Elementary	158	Connaught Elementary	3	1
Queen Elizabeth Elementary	443	Queen Elizabeth Elementary	9	1
Qayqayt Elementary	509	Qayqayt Elementary	1	
	2,934			
Middle				
Queensborough Middle	320	Queensborough Middle		4
Glenbrook Middle	639	Glenbrook Middle	2	
Fraser River Middle	491	Fraser River Middle		
	1,450			
Secondary				
New Westminster Secondary	1,695	New Westminster Secondary	2	
International	285	New Westminster Secondary		
Alternate				
Royal City (Junior)	44	Fraser River Middle School Site	5	
Power (Senior)	45	Columbia Square Lease		
Sigma	44	New Westminster Secondary		
	133			
Total On-Site Students	6,497			
Distributed Learning	FTE			
Hume Park Home Learner	123	Hume Park Elementary	1	1
Continuing Education	218	Modulars on New Westminster Secondary Site	6	
Access New West Online	51	Columbia Square Lease		
Total Off-Site Students	392			
Administration Buildings				
School Board Office		School Board Office		1
Inclusion Itinerant Offices		Modular on Lord Tweedsmuir Site		1
Maintenance/Technology		Modulars on New Westminster Secondary Site		2
Total Enrolment	6,889	On-Site and Off-Site	40	14

Enrolment: How many students will we have?

The enrolment prepared by Cascade Facilities Management Ltd. projects an increase in enrolment from 6,497 in 2018 to 8,238 by 2041.

NOTE: Cascade's projections do not include our alternate program housed at New Westminster Secondary nor the international student enrolment.

New housing developments expected in New Westminster, will be yielding a student age population of close to 2,800, and based on an assumed participation rate * for the District, approximately 80% will be attending SD40 schools.

* Participation rate: # children resident and attending SD40 Schools
Total # children resident

	2017	2021	2026	2031	2036	2041	Growth (2017 to 2041)
Queen Elizabeth	418	459	495	523	541	558	
Queensborough	282	340	390	425	443	460	
École Qayqayt	493	545	615	685	745	803	
Connaught Heights	164	180	190	226	260	299	
École Lord Tweedsmuir	347	370	383	396	409	422	
Lord Kelvin	419	447	497	547	597	645	
Fraser River	472	506	561	618	688	758	
École Herbert Spencer	463	491	512	536	560	584	
FW Howay	127	133	138	142	146	150	
Richard McBride	433	499	526	576	625	674	
Glenbrook	619	645	661	686	711	735	
New Westminster	1737	1797	1877	1967	2055	2150	
DISTRICT	5974	6412	6845	7327	7780	8238	

Elementary & Middle By zone	2017	2021	2026	2031	2036	2041	Growth
Queensborough	700	799	885	948	984	1018	45%
Fraser River	1895	2048	2246	2472	2699	2927	54%
Glenbrook	1642	1768	1837	1940	2042	2143	31%

Capacity: How many seats do we have?

	Assumptions by 2041	Nominal Capacity Current	Nominal Capacity Approved Capital	Nominal Capacity Pending Capital Approval
Connaught Heights (K-5)		170	170	170
École Qayqayt (K-5)		550	550	550
École Lord Tweedsmuir (K-5)	250 Added in 18/19 Seismic Upgrade	655	655	655
Fraser River Middle (6-8)		500	500	500
Lord Kelvin (K-5)		460	460	460
École Herbert Spencer (K-5)		450	450	450
FW Howay (K-5)		190	190	190
Glenbrook Middle (6-8)		575	575	575
Richard McBride (K-5)		440	505	505
Queen Elizabeth (K-4)	Assumes 285 seats already added	305	305	590
Queensborough Middle (5-8)		375	375	375
New Westminster Secondary (9-12)		2025	2100	2100
District Total		6695	6835	7120

* Nominal capacity is based on occupancy as follows:
 20 students per classroom Kindergarten
 25 students per classroom Elementary
 25 students per classroom Secondary

*NOTE: Capacity Greater Than 100%: Ideally all schools operate at as near to 100% as possible. However, many schools in New Westminster and throughout the province operate robust programming at greater than 100% capacity, especially at secondary schools. It should also be noted that schools operating at greater than 100% are not automatically approved for capital expansions or replacements.

Utilization: How full or empty are our schools?

Capacity Utilization: Enrolment Headcount
Number of seats or Nominal Capacity

100% capacity utilization in any one building indicates the buildings is full. A capacity utilization of 50% indicates the building is half-full. A capacity utilization of 120% means there are 20% more students attending the school than the school was built for (possibly attending in portables).

New Westminster Schools has a 96% capacity utilization using current enrolment. If enrolment did not change from today, and once Richard McBride Elementary and New Westminster Secondary Schools (NWSS) are constructed, the District would be at 94% capacity. If enrolment did not change from today and the Queen Elizabeth Elementary expansion project was approved and constructed, the district would be at 90% capacity.

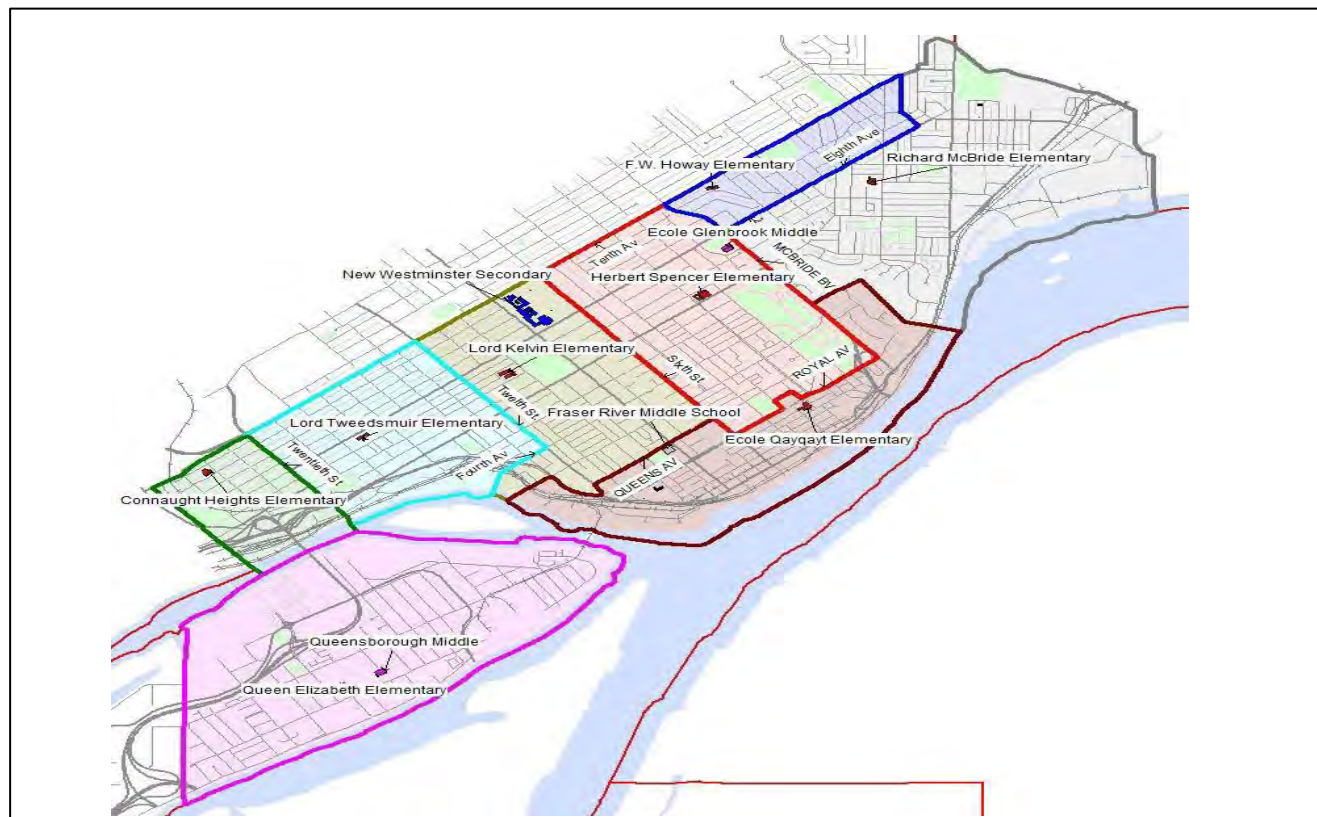
	Zone	Capacity Utilization 2018	Capacity Utilization 2026	Capacity Utilization 2041	Available Seats 2041	Available Seats 2041
Connaught Heights (K-5)	Fraser River	93%	93%	93%	12	
École Qayqayt (K-5)	Fraser River	93%	93%	93%	41	
École Lord Tweedsmuir (K-5)	Fraser River	55%	55%	55%	298	
Fraser River Middle (6-8)	Fraser River	98%	98%	98%	9	
Lord Kelvin (K-5)	Fraser River	99%	99%	99%	5	365
École Herbert Spencer (K-5)	Glenbrook	104%	104%	104%	-20	
FW Howay (K-5)	Glenbrook	63%	63%	63%	70	
Glenbrook Middle (6-8)	Glenbrook	111%	111%	111%	-64	
Richard McBride (K-5)	Glenbrook	96%	84%	84%	83	69
Queen Elizabeth (K-4)	Queensborough	145%	145%	75%	147	
Queensborough Middle (5-8)	Queensborough	85%	85%	85%	55	202
New Westminster Secondary (9-12) (Incl. International & Alternate)		100%	96%	96%	76	76
District Total		96%	94%	90%	712	712

Utilization: How full or empty will our schools be?

If we go one step further and account for enrolment growth between 2018 and 2041, AND capital construction project applications approved (NWSS & McBride) and pending (Queen Elizabeth), district capacity utilization is 96% in 2018, 103% in 2026 and 118% in 2041. Note: a planned downsizing of international programming is required to meet 109% capacity utilization at the secondary school in 2041.

	Zone	Capacity Utilization 2018	Capacity Utilization 2026	Capacity Utilization 2041	Available Seats 2041	Available Seats 2041
Connaught Heights (K-5)	Fraser River	93%	112%	176%	-129	
École Qayqayt (K-5)	Fraser River	93%	112%	146%	-253	
École Lord Tweedsmuir (K-5)	Fraser River	55%	58%	64%	233	
Fraser River Middle (6-8)	Fraser River	98%	112%	152%	-258	
Lord Kelvin (K-5)	Fraser River	99%	108%	140%	-185	-592
École Herbert Spencer (K-5)	Glenbrook	104%	114%	130%	-134	
FW Howay (K-5)	Glenbrook	63%	73%	79%	40	
Glenbrook Middle (6-8)	Glenbrook	111%	115%	128%	-160	
Richard McBride (K-5)	Glenbrook	96%	104%	133%	-169	-423
Queen Elizabeth (K-4)	Queensborough	145%	162%	95%	32	
Queensborough Middle (5-8)	Queensborough	85%	104%	123%	-85	-53
New Westminster Secondary (9-12) (Incl. International & Alternate)		100%	99%	109%	-194	-194
District Total		96%	103%	118%	-1,262	-1,262
		NWSS: 44 Alt	NWSS: 44 Alt	NWSS: 44 Alt	NWSS: 44 Alt	
		NWSS: 285 Int'l	NWSS: 160 Int'l	NWSS: 100 Int'l	NWSS: 100 Int'l	

If the District reaches 118% capacity utilization by 2041, the district will be short 1,262 seats.



As the District looks at enrolment growth and capacity growth from capital projects, by zone, priorities begin to emerge as follows:

1. Fraser River Zone: short 592 seats / 125% capacity
2. Glenbrook Zone: short 423 seats / 125% capacity
3. Queensborough Zone: short 53 seats / 105% capacity

Facility Condition: What is the quality of the buildings we have/will have?

The provincial facility condition sits somewhere in the 43% range. The VFA Condition Report for New Westminster Schools indicates that twelve of the schools, with a Facility Condition Index (FCI*) score of 0% and 42%, are in better condition than the provincial average and two in worse condition, with a score higher than 43%.

New Westminster Secondary School has an FCI of 70% and is currently being replaced. Hume Park Home Learner Program, one of the District's Distributed Learning Programs, is housed in the closed Hume Park Elementary School, and has an FCI of 51%.

New Westminster Schools' total FCI is 35% and is 13% better than the provincial average.

*FCI = Future deferred maintenance costs
Replacement value

- Reported as a percentage
- Rule of thumb: the lower the percentage FCI, the better the condition of the building
- E.g. New Westminster Secondary has an FCI of 70% meaning it has a large number of capital requirements to maintain the building; Qayqayt, one of the District's newest school, has an FCI of 0% and has very few capital requirements given its recent construction, to maintain the building.

Facility Name	Facility Code	Facility Type	Facility Status	VFA Replacement Value	FCI Cost	FCI	RI Cost	RI
CONNAUGHT HEIGHTS ELEMENTARY	4040010	Elementary School	Active	\$4,044,370	\$538,404	0.13	\$709,092	0.18
DISTRICT BOARD OFFICE	-	Board Office	Active	\$2,545,740	\$0	0.00	\$56,217	0.02
F W HOWAY ELEMENTARY	4040009	Elementary School	Active	\$5,388,250	\$716,316	0.13	\$852,624	0.16
FRASER RIVER MIDDLE	04040016	Junior Middle School	Active	\$12,524,826	\$8,876	0.00	\$65,093	0.01
GLENBROOK MIDDLE SCHOOL	4040013	Junior Middle School	Active	\$9,777,149	\$876,968	0.09	\$1,102,437	0.11
HERBERT SPENCER ELEMENTARY	4040002	Elementary School	Active	\$8,616,077	\$1,155,276	0.13	\$1,415,598	0.16
HUME PARK SCHOOL	4040011	Elementary School	Active	\$1,289,854	\$651,944	0.51	\$756,488	0.59
LORD KELVIN ELEMENTARY	4040001	Elementary School	Active	\$8,376,307	\$1,780,239	0.21	\$2,043,018	0.24
LORD TWEEDSMUIR ELEMENTARY	4040004	Elementary School	Active	\$8,555,807	\$2,511,912	0.29	\$2,728,924	0.32
NEW WESTMINSTER SECONDARY	4040008	Secondary School	Active	\$58,718,492	\$41,036,931	0.70	\$41,354,186	0.70
QAYQAYT ELEMENTARY	04040015	Elementary School	Active	\$9,791,852	\$0	0.00	\$58,682	0.01
QUEEN ELIZABETH ELEMENTARY	4040012	Elementary School	Active	\$7,258,191	\$1,422,311	0.20	\$1,608,494	0.22
QUEENSBOROUGH MIDDLE SCHOOL	4040014	Junior Middle School	Active	\$9,620,868	\$296,904	0.03	\$475,870	0.05
RICHARD MCBRIDE ELEMENTARY	4040003	Elementary School	Active	\$6,680,313	\$2,637,511	0.39	\$2,823,313	0.42
School District Total				\$153,188,096	\$53,633,592	0.35	\$56,050,036	0.37

Seismically, all schools in the high-risk category have been upgraded or replaced, or supported for seismic upgrade or replacement. Two schools: Connaught and Lord Kelvin Elementary, remain in the medium risk category and one school: Queen Elizabeth Elementary, in the low risk category.

New Westminster Schools has a very good overall facility condition index leading to safe and healthy learning environments.

Options

After analyzing the enrolment, capacity, utilization and condition data, what priorities begin to emerge? What different scenarios should be considered? At what cost?

Four options were proposed by Cascade:

- Option 1: Additions to schools based on growth in catchment area (i.e. add space to existing buildings wherever needed).
- Option 2: Addition to Queensborough Middle School + 3 new schools (1 Middle and 1 Elementary and 1 configuration to be determined).
- Option 3: Co-location of K-5 and 6-8 on same site within Queensborough, Fraser River and Glenbrook zones.
- Option 4: Eliminate middle school model and reconfigure all elementary and middle schools Grades K-7 (except Connaught Grades K-4), and the secondary school Grades 8-12.

Subsequent to the Cascade report, two options were added:

- Option 5: Reconfigure middle school model (K-5, 6-8, 9-12) and create junior secondary school model (K-6, 7-9, 10-12) using additions to existing buildings.
- Option 6: Reconfigure middle school model (K-5, 6-8, 9-12) and create junior secondary school model (K-6, 7-9, 10-12) using 2 additions and 4 new builds.

Status Quo

Before analysing options to change capacity and configurations in the District, we first must set a baseline or “current state”.

No additions or new builds beyond current approved capital projects and pending capital projects.

Assumes New West Secondary and Richard McBride construction is complete.
Assumes 285 seat Queen Elizabeth expansion project is complete (pending MOE approval in capital plan).

Capacity Utilization:

Fraser River Zone:	125%
Glenbrook Zone:	125%
Queensborough Zone:	105%
District Overall:	118%

All zones overcapacity.

Strengths:

- no capital costs

Challenges:

- high operating costs for portables, if possible to place the number needed
- **site constraints for portable installation (required portables do not fit)**
- programming impacted by learning environment, reconfiguration & capacity issues

	Assumptions by 2041	Nominal Capacity Current	Nominal Capacity Approved Capital	Nominal Capacity Pending Capital Approval
Connaught Heights (K-5)		170	170	170
École Qayqayt (K-5)		550	550	550
École Lord Tweedsmuir (K-5)	250 Added in 18/19 Seismic Upgrade	655	655	655
Fraser River Middle (6-8)		500	500	500
Lord Kelvin (K-5)		460	460	460
École Herbert Spencer (K-5)		450	450	450
FW Howay (K-5)		190	190	190
Glenbrook Middle (6-8)		575	575	575
Richard McBride (K-5)		440	505	505
Queen Elizabeth (K-4)	Assumes 285 seats already added	305	305	590
Queensborough Middle (5-8)		375	375	375
New Westminster Secondary (9-12)		2025	2100	2100
District Total		6695	6835	7120

	Zone	Enrolment 2018	Enrolment 2026	Enrolment 2041	Growth 2018 to 2041	Zone Growth
Connaught Heights (K-5)	Fraser River	158	190	299	141	
École Qayqayt (K-5)	Fraser River	509	615	803	294	
École Lord Tweedsmuir (K-5)	Fraser River	357	383	422	65	
Fraser River Middle (6-8)	Fraser River	491	561	758	267	
Lord Kelvin (K-5)	Fraser River	455	497	645	190	957
École Herbert Spencer (K-5)	Glenbrook	470	512	584	114	
FW Howay (K-5)	Glenbrook	120	138	150	30	
Glenbrook Middle (6-8)	Glenbrook	639	661	735	96	
Richard McBride (K-5)	Glenbrook	422	526	674	252	492
Queen Elizabeth (K-4)	Queensborough	443	495	558	115	
Queensborough Middle (5-8)	Queensborough	320	390	460	140	255
New Westminster Secondary (9-12) (Incl. International & Alternate)		2024	2081	2294	270	270
District Total		6,408	7,049	8,382	1,974	1,974

	Zone	Capacity Utilization 2018	Capacity Utilization 2026	Capacity Utilization 2041	Available Seats 2041	Available Seats 2041	
Connaught Heights (K-5)	Fraser River	93%	112%	176%	-129		
École Qayqayt (K-5)	Fraser River	93%	112%	146%	-253		
École Lord Tweedsmuir (K-5)	Fraser River	55%	58%	64%	233		
Fraser River Middle (6-8)	Fraser River	98%	112%	152%	-258		
Lord Kelvin (K-5)	Fraser River	99%	108%	140%	-185	-592	-25%
École Herbert Spencer (K-5)	Glenbrook	104%	114%	130%	-134		
FW Howay (K-5)	Glenbrook	63%	73%	79%	40		
Glenbrook Middle (6-8)	Glenbrook	111%	115%	128%	-160		
Richard McBride (K-5)	Glenbrook	96%	104%	133%	-169	-423	-25%
Queen Elizabeth (K-4)	Queensborough	145%	162%	95%	32		
Queensborough Middle (5-8)	Queensborough	85%	104%	123%	-85	-53	-5%
New Westminster Secondary (9-12) (Incl. International & Alternate)		100%	99%	109%	-194	-194	
District Total		96%	103%	118%	-1,262	-1,262	-18%
		NWSS: 44 Alt	NWSS: 44 Alt	NWSS: 44 Alt	NWSS: 44 Alt		
		NWSS: 285 Int'l	NWSS: 160 Int'l	NWSS: 100 Int'l	NWSS: 100 Int'l		

Option 1: Additions to schools based on growth in catchment area (i.e. add space to existing buildings wherever needed).

Addition of 1,695 seats in 8 schools:

- 1,277 elementary
- 418 middle

Cost: \$15.6 million +

Strengths:

- no reconfiguration or redrawing of catchments
- no site acquisition required
- inexpensive
- reduces capacity utilization from 118% to 98%
- 148 seats available for enrolment fluctuation

Challenges:

- **Qayqayt Elementary, Fraser River Middle and Glenbrook Middle Schools do not have the site size or building design to expand**
- construction disruption impacting 8 sites
- no inventory renewal (new buildings)

	Seats Added	Nominal Capacity Current	Nominal Capacity Approved Capital	Nominal Capacity Option 1
Connaught Heights (K-5)	155	170	170	325
École Qayqayt (K-5)	362	550	550	912
École Lord Tweedsmuir (K-5)		655	655	655
Fraser River Middle (6-8)	258	500	500	758
Lord Kelvin (K-5)	146	460	460	606
École Herbert Spencer (K-5)	124	450	450	574
FW Howay (K-5)		190	190	190
Glenbrook Middle (6-8)	160	575	575	735
Richard McBride (K-5)	175	440	505	680
Queen Elizabeth (K-4)	315	305	305	620
Queensborough Middle (5-8)		375	375	375
New Westminster Secondary (9-12)	0	2025	2100	2100
District Total	1695	6695	6835	8530

	Zone	Enrolment 2018	Enrolment 2026	Enrolment 2041	Growth 2018 to 2041	Zone Growth
Connaught Heights (K-5)	Fraser River	158	190	299	141	
École Qayqayt (K-5)	Fraser River	509	615	803	294	
École Lord Tweedsmuir (K-5)	Fraser River	357	383	422	65	
Fraser River Middle (6-8)	Fraser River	491	561	758	267	
Lord Kelvin (K-5)	Fraser River	455	497	645	190	957
École Herbert Spencer (K-5)	Glenbrook	470	512	584	114	
FW Howay (K-5)	Glenbrook	120	138	150	30	
Glenbrook Middle (6-8)	Glenbrook	639	661	735	96	
Richard McBride (K-5)	Glenbrook	422	526	674	252	492
Queen Elizabeth (K-4)	Queensborough	443	495	558	115	
Queensborough Middle (5-8)	Queensborough	320	390	460	140	255
New Westminster Secondary (9-12) (Incl. International & Alternate)		2024	2081	2294	270	270
District Total		6,408	7,049	8,382	1,974	1,974

	Zone	Capacity Utilization 2018	Capacity Utilization 2026	Capacity Utilization 2041	Available Seats 2041	Available Seats 2041
Connaught Heights (K-5)	Fraser River	93%	112%	92%	26	
École Qayqayt (K-5)	Fraser River	93%	112%	88%	109	
École Lord Tweedsmuir (K-5)	Fraser River	55%	58%	64%	233	
Fraser River Middle (6-8)	Fraser River	98%	112%	100%	0	
Lord Kelvin (K-5)	Fraser River	99%	108%	106%	-39	329
École Herbert Spencer (K-5)	Glenbrook	104%	114%	102%	-10	
FW Howay (K-5)	Glenbrook	63%	73%	79%	40	
Glenbrook Middle (6-8)	Glenbrook	111%	115%	100%	0	
Richard McBride (K-5)	Glenbrook	96%	104%	99%	6	36
Queen Elizabeth (K-4)	Queensborough	145%	162%	90%	62	
Queensborough Middle (5-8)	Queensborough	85%	104%	123%	-85	-23
New Westminster Secondary (9-12) (Incl. International & Alternate)		100%	99%	109%	-194	-194
District Total		96%	103%	98%	148	148
		NWSS: 44 Alt	NWSS: 44 Alt	NWSS: 44 Alt	NWSS: 44 Alt	
		NWSS: 285 Int'l	NWSS: 160 Int'l	NWSS: 100 Int'l	NWSS: 100 Int'l	

Option 2: Addition to Queensborough Middle School + 3 new schools (1 Middle and 1 Elementary and 1 configuration to be determined).

Addition of 1,465 seats in 4 schools:

- 500 elementary
- 965 middle

Cost: \$79 million +, not including land acquisition

Assumes 285 seat Queen Elizabeth expansion project is complete (pending MOE approval in capital plan)

Assumes 3rd new school is a middle school

Strengths:

- minimal construction disruption: 1 addition to existing
- maintains established grade configuration
- renews inventory (new schools)
- **no site or expansion constraints (“fits” on site)**
- reduces capacity utilization from 118% to 98%
- 203 seats available for enrolment fluctuation

Challenges:

- expensive
- requires site acquisition

	Seats Added	Nominal Capacity Current	Nominal Capacity Approved Capital	Nominal Capacity Option 2
Connaught Heights (K-5)		170	170	170
École Qayqayt (K-5)		550	550	550
École Lord Tweedsmuir (K-5)	250 Added in 18/19 Seismic Upgrade	655	655	655
Fraser River Middle (6-8)		500	500	500
Lord Kelvin (K-5)		460	460	460
NEW: Elementary #1 (K-5)	500	0	0	500
NEW : Middle School (6-8)	415	0	0	415
École Herbert Spencer (K-5)		450	450	450
FW Howay (K-5)		190	190	190
Glenbrook Middle (6-8)		575	575	575
Richard McBride (K-5)		440	505	505
NEW: Elem or Middle School	500	0	0	500
Queen Elizabeth (K-4)	Assumes 285 seats already added	305	305	590
Queensborough Middle (5-8)	50	375	375	425
New Westminster Secondary (9-12)		2025	2100	2100
District Total	1465	6695	6835	8585

	Zone	Suggested Enrolment Changes 2041	Enrolment 2018	Enrolment 2026	Enrolment 2041	Growth 2018 to 2041	Zone Growth
Connaught Heights (K-5)	Fraser River	-129	158	190	170	12	
École Qayqayt (K-5)	Fraser River	-253	509	615	550	41	
École Lord Tweedsmuir (K-5)	Fraser River	0	357	383	422	65	
Fraser River Middle (6-8)	Fraser River	-258	491	561	500	9	
Lord Kelvin (K-5)	Fraser River	-185	455	497	460	5	
NEW: Elementary #1 (K-5)	Fraser River	455	0	0	455	455	
NEW: Middle School (K-8)	Fraser River	370	0	0	370	370	957
École Herbert Spencer (K-5)	Glenbrook	-134	470	512	450	-20	
FW Howay (K-5)	Glenbrook		120	138	150	30	
Glenbrook Middle (6-8)	Glenbrook	-160	639	661	575	-64	
Richard McBride (K-5)	Glenbrook	-169	422	526	505	83	
NEW: Middle School (K-8)	Glenbrook	463	0	0	463	463	492
Queen Elizabeth (K-4)	Queensborough		443	495	558	115	
Queensborough Middle (5-8)	Queensborough		320	390	460	140	255
New Westminster Secondary (9-12) (Incl. International & Alternate)			2024	2091	2294	270	270
District Total		0	6408	7059	8382	1974	1974

	Zone	Capacity Utilization 2018	Capacity Utilization 2026	Capacity Utilization 2041	Available Seats 2041	Available Seats 2041	
Connaught Heights (K-5)	Fraser River	93%	112%	100%	0		
École Qayqayt (K-5)	Fraser River	93%	112%	100%	0		
École Lord Tweedsmuir (K-5)	Fraser River	55%	58%	64%	233		
Fraser River Middle (6-8)	Fraser River	98%	112%	100%	0		
Lord Kelvin (K-5)	Fraser River	99%	108%	100%	0		
NEW: Elementary #1 (K-5)	Fraser River	0%	0%	91%	45		
NEW: Middle School (6-8)	Fraser River	0%	0%	89%	45	323	10%
École Herbert Spencer (K-5)	Glenbrook	104%	114%	100%	0		
FW Howay (K-5)	Glenbrook	63%	73%	79%	40		
Glenbrook Middle (6-8)	Glenbrook	111%	115%	100%	0		
Richard McBride (K-5)	Glenbrook	96%	104%	100%	0		
NEW: Middle School (6-8)	Glenbrook	0%	0%	93%	37	77	3%
Queen Elizabeth (K-4)	Queensborough	145%	162%	95%	32		
Queensborough Middle (5-8)	Queensborough	85%	104%	108%	-35	-3	0%
New Westminster Secondary (9-12) (Incl. International & Alternate)		100%	100%	109%	-194	-194	
District Total		96%	103%	98%	203	203	2%

Option 3: Co-location of K-5 and 6-8 on same site within Queensborough, Fraser River and Glenbrook zones

Addition of 1,275 seats in 8 schools:

- 1,025 elementary
- 250 middle

Cost: \$27.7 million

Strengths:

- mid-range cost
- no site acquisition required
- reduced capacity utilization from 118% to 100%

Challenges:

- only 13 seats available for enrolment fluctuation
- **undesirable grade reconfigurations in 10 schools**
- prioritizes space utilization over educational programming

Zone		Current	Proposed
QUEENSBOROUGH	Queen Elizabeth Elementary	K-4	K-3
	Queensborough Middle	5-8	4-8
FRASER RIVER	Connaught Elementary	K-5	K-5
	Lord Tweedsmuir Elementary	K-5	K-8
	Lord Kelvin Elementary	K-5	K-8
	Qayqayt	K-5	K-8
	Fraser River Middle School	6-8	K-8
GLENBROOK	Herbert Spencer Elementary	K-5	K-8
	FW Howay Elementary	K-5	K-8
	Richard McBride Elementary	K-5	K-8
	Glenbrook Middle	6-8	K-8

	Seats Added	Nominal Capacity Current	Nominal Capacity Approved Capital	Nominal Capacity Option 3
Connaught Heights (K-5)	200	170	170	370
École Qayqayt (K-5)	125	550	550	675
École Lord Tweedsmuir (K-5)	250 Added in 18/19 Seismic Upgrade	655	655	655
Fraser River Middle (6-8)	125	500	500	625
Lord Kelvin (K-5)	250	460	460	710
École Herbert Spencer (K-5)	100	450	450	550
FW Howay (K-5)	250	190	190	440
Glenbrook Middle (6-8)		575	575	575
Richard McBride (K-5)	100	440	505	605
Queen Elizabeth (K-4)	Assumes 285 seats already added	305	305	590
Queensborough Middle (5-8)	125	375	375	500
New Westminster Secondary (9-12)		2025	2100	2100
District Total	1275	6695	6835	8395

	Zone	Enrolment 2018	Enrolment 2026	Enrolment 2041	Growth 2018 to 2041	Zone Growth
Connaught Heights (K-5)	Fraser River	158	190	299	141	
École Qayqayt (K-5)	Fraser River	509	615	803	294	
École Lord Tweedsmuir (K-5)	Fraser River	357	383	422	65	
Fraser River Middle (6-8)	Fraser River	491	561	758	267	
Lord Kelvin (K-5)	Fraser River	455	497	645	190	957
École Herbert Spencer (K-5)	Glenbrook	470	512	584	114	
FW Howay (K-5)	Glenbrook	120	138	150	30	
Glenbrook Middle (6-8)	Glenbrook	639	661	735	96	
Richard McBride (K-5)	Glenbrook	422	526	674	252	492
Queen Elizabeth (K-4)	Queensborough	443	495	558	115	
Queensborough Middle (5-8)	Queensborough	320	390	460	140	255
New Westminster Secondary (9-12) (Incl. International & Alternate)		2024	2081	2294	270	270
District Total		6,408	7,049	8,382	1,974	1,974

	Zone	Capacity Utilization 2018	Capacity Utilization 2026	Capacity Utilization 2041	Available Seats 2041	Available Seats 2041
Connaught Heights (K-5)	Fraser River	93%	112%	81%	71	
École Qayqayt (K-5)	Fraser River	93%	112%	119%	-128	
École Lord Tweedsmuir (K-	Fraser River	55%	58%	64%	233	
Fraser River Middle (6-8)	Fraser River	98%	112%	121%	-133	
Lord Kelvin (K-5)	Fraser River	99%	108%	91%	65	108
École Herbert Spencer (K-5)	Glenbrook	104%	114%	106%	-34	
FW Howay (K-5)	Glenbrook	63%	73%	34%	290	
Glenbrook Middle (6-8)	Glenbrook	111%	115%	128%	-160	
Richard McBride (K-5)	Glenbrook	96%	104%	111%	-69	27
Queen Elizabeth (K-4)	Queensborough	145%	162%	95%	32	
Queensborough Middle (5-8)	Queensborough	85%	104%	92%	40	72
New Westminster Secondary (9-12) (Incl. International & Alternate)		100%	99%	109%	-194	-194
District Total		96%	103%	100%	13	13
		NWSS: 44 Alt	NWSS: 44 Alt	NWSS: 44 Alt	NWSS: 44 Alt	
		NWSS: 285 Int'l	NWSS: 160 Int'l	NWSS: 100 Int'l	NWSS: 100 Int'l	

Option 4: Eliminate middle school model and reconfigure all elementary and middle schools Grades K-7 (except Connaught Grades K-4), and the secondary school Grades 8-12

Addition of 1,315 seats in 7 schools:

- 875 elementary/middle
- 440 secondary

Cost: \$45 million +

Strengths:

- no site acquisition required
- reduces capitalization utilization from 118% to 99%

Challenges:

- expensive
- significant construction disruption: 8 additions to existing
- **secondary school does not have the site size or building design to expand (doesn't "fit")**
- significant grade reconfiguration
- only 53 available seats for enrolment fluctuation
- may create have and have not schools where K-7 in purpose built middle schools may have more quality programming (exploratory space: foods, tech ed. labs etc.) than a purpose built K-7

	Zone	Reconfigure K-7/8-12	Enrolment 2018	Enrolment 2026	Enrolment 2041	Growth 2018 to 2041	Zone Growth
Connaught Heights (K-5)	Fraser River		158	190	299	141	
École Qayqayt (K-5)	Fraser River		509	615	803	294	
École Lord Tweedsmuir (K-5)	Fraser River		357	383	422	65	
Fraser River Middle (6-8)	Fraser River	-172	491	561	586	95	
Lord Kelvin (K-5)	Fraser River		455	497	645	190	785
École Herbert Spencer (K-5)	Glenbrook		470	512	584	114	
FW Howay (K-5)	Glenbrook		120	138	150	30	
Glenbrook Middle (6-8)	Glenbrook	-185	639	661	550	-89	
Richard McBride (K-5)	Glenbrook		422	526	674	252	307
Queen Elizabeth (K-4)	Queensborough		443	495	558	115	
Queensborough Middle (5-8)	Queensborough	-83	320	390	377	57	172
New Westminster Secondary (9-12) (Incl. International & Alternate)		440	2024	2081	2734	710	710
District Total		0	6,408	7,049	8,382	1,974	1,974

	Seats Added	Nominal Capacity Current	Nominal Capacity Approved Capital	Nominal Capacity Option 4
Connaught Heights (K-5)	150	170	170	320
École Qayqayt (K-5)	100	550	550	650
École Lord Tweedsmuir (K-5)	250 Added in 18/19 Seismic Upgrade	655	655	655
Fraser River Middle (6-8)	100	500	500	600
Lord Kelvin (K-5)	200	460	460	660
École Herbert Spencer (K-5)		450	450	450
FW Howay (K-5)	225	190	190	415
Glenbrook Middle (6-8)		575	575	575
Richard McBride (K-5)		440	505	505
Queen Elizabeth (K-4)	Assumes 285 seats already added	305	305	590
Queensborough Middle (5-8)	100	375	375	475
New Westminster Secondary (9-12)	440	2025	2100	2540
District Total	1315	6695	6835	8435

	Zone	Capacity Utilization 2018	Capacity Utilization 2026	Capacity Utilization 2041	Available Seats 2041	Available Seats 2041
Connaught Heights (K-5)	Fraser River	93%	112%	93%	21	
École Qayqayt (K-5)	Fraser River	93%	112%	124%	-153	
École Lord Tweedsmuir (K-5)	Fraser River	55%	58%	64%	233	
Fraser River Middle (6-8)	Fraser River	98%	112%	98%	14	
Lord Kelvin (K-5)	Fraser River	99%	108%	98%	15	130
École Herbert Spencer (K-5)	Glenbrook	104%	114%	130%	-134	
FW Howay (K-5)	Glenbrook	63%	73%	36%	265	
Glenbrook Middle (6-8)	Glenbrook	111%	115%	96%	25	
Richard McBride (K-5)	Glenbrook	96%	104%	133%	-169	-13
Queen Elizabeth (K-4)	Queensborough	145%	162%	95%	32	
Queensborough Middle (5-8)	Queensborough	85%	104%	79%	98	130
New Westminster Secondary (9-12) (Incl. International & Alternate)		100%	99%	108%	-194	-194
District Total		96%	103%	99%	53	53
		NWSS: 44 Alt	NWSS: 44 Alt	NWSS: 44 Alt	NWSS: 44 Alt	
		NWSS: 285 Int'l	NWSS: 160 Int'l	NWSS: 100 Int'l	NWSS: 100 Int'l	

Option 5: Reconfigure middle school model (K-5, 6-8, 9-12) and create junior secondary school model (K-6, 7-9, 10-12) using additions to existing buildings only

Addition of 1800 seats in 10 schools:

- 1,350 elementary
- 450 secondary

Cost: \$30.6 million +

Strengths:

- no site acquisition required
- mid-range cost

Challenges:

- significant construction disruption: 10 additions to existing
- **Qayqayt Elementary, Fraser River Middle and Glenbrook Middle Schools do not have the site size or building design to expand**
- significant grade reconfiguration
- 84% capacity at NWSS with 343 empty seats (built for 4 grade configuration; reconfigured to 3 grades). International student loss of 185 could be added back to NWSS and increase capacity to 92% but still under-utilized for a secondary school.

	Zone	Enrolment 2018	Enrolment 2026	Enrolment 2041	Growth 2018 to 2041	Zone Growth
Connaught Heights (K-6)	Fraser River	174	206	323	149	
École Qayqayt (K-6)	Fraser River	583	700	913	330	
École Lord Tweedsmuir (K-6)	Fraser River	416	443	486	70	
Fraser River Middle (7-9)	Fraser River	488	562	737	249	
Lord Kelvin (K-6)	Fraser River	510	553	716	206	1,003
École Herbert Spencer (K-6)	Glenbrook	550	595	677	127	
FW Howay (K-6)	Glenbrook	149	168	181	32	
Glenbrook Middle (7-9)	Glenbrook	636	661	714	78	
Richard McBride (K-6)	Glenbrook	492	609	779	287	523
Queen Elizabeth (K-5)	Queensborough	531	589	662	131	
Queensborough Middle (6-9)	Queensborough	317	389	438	121	253
New Westminster Secondary (10-12)		1562	1,572	1,757	195	195
District Total		6,408	7,049	8,382	1,974	1,974

	Assumptions by 2041	Seats Added	Nominal Capacity Current	Nominal Capacity Approved Capital	Nominal Capacity Pending Capital Approval
Connaught Heights (K-6)		150	320	320	320
École Qayqayt (K-6)		375	925	925	925
École Lord Tweedsmuir (K-6)	250 Added in 18/19 Seismic Upgrade		655	655	655
Fraser River Middle (7-9)		225	725	725	725
Lord Kelvin (K-6)		250	710	710	710
École Herbert Spencer (K-6)		225	675	675	675
FW Howay (K-6)			190	190	190
Glenbrook Middle (7-9)		150	725	725	725
Richard McBride (K-6)		275	715	780	780
Queen Elizabeth (K-5)	Assumes 285 seats already added	75	380	380	665
Queensborough Middle (6-9)		75	450	450	450
New Westminster Secondary (10-12)			2025	2100	2100
District Total		1800	8495	8635	8920

	Zone	Capacity Utilization 2018	Capacity Utilization 2026	Capacity Utilization 2041	Available Seats 2041	Available Seats 2041
Connaught Heights (K-6)	Fraser River	54%	64%	101%	-3	
École Qayqayt (K-6)	Fraser River	63%	76%	99%	12	
École Lord Tweedsmuir (K-6)	Fraser River	64%	68%	74%	169	
Fraser River Middle (7-9)	Fraser River	67%	77%	102%	-12	
Lord Kelvin (K-6)	Fraser River	72%	78%	101%	-6	161
École Herbert Spencer (K-6)	Glenbrook	81%	88%	100%	-2	
FW Howay (K-6)	Glenbrook	78%	89%	95%	9	
Glenbrook Middle (7-9)	Glenbrook	88%	91%	98%	11	
Richard McBride (K-6)	Glenbrook	69%	78%	100%	1	20
Queen Elizabeth (K-5)	Queensborough	140%	155%	100%	3	
Queensborough Middle (6-9)	Queensborough	70%	87%	97%	12	14
New Westminster Secondary (10-12)		77%	75%	84%	343	343
District Total		75%	82%	94%	538	538
		NWSS: 44 Alt	NWSS: 44 Alt	NWSS: 44 Alt	NWSS: 44 Alt	
		NWSS: 285 Int'l	NWSS: 160 Int'l	NWSS: 100 Int'l	NWSS: 100 Int'l	

Option 6: Reconfigure middle school model (K-5, 6-8, 9-12) and create junior secondary school model (K-6, 7-9, 10-12) using combination 4 new builds (1 elementary and 1 junior secondary in Fraser River zone, 1 elementary and 1 junior secondary in Glenbrook zone) and 2 additions (Queen Elizabeth Elementary and Queensborough Middle)

Addition of 1800 seats in 6 schools:

- 1,375 elementary
- 475 secondary

Cost: \$88 million +

Strengths:

- nil

Challenges:

- expensive
- site acquisition
- **significant grade reconfiguration**
- new Fraser River elementary school is very large (800 capacity); both new junior high schools are very small (150 capacity and 250 capacity)
- catchments across zones would be required to right size school size (even-out the very large elementary and the two very small junior secondaries)
- 84% capacity at NWSS with 343 empty seats (built for 4 grade configuration; reconfigured to 3 grades). International student loss of 185 could be added back to NWSS and increase capacity to 92% but still under-utilized for a secondary school.
- prioritizes capacity utilization over educational programming

	Zone	Enrolment 2018	Enrolment 2026	Enrolment 2041	Growth 2018 to 2041	Zone Growth
Connaught Heights (K-6)	Fraser River	174	206	170	-4	
École Qayqayt (K-6)	Fraser River	583	700	550	-33	
École Lord Tweedsmuir (K-6)	Fraser River	416	443	486	70	
Fraser River Middle (7-9)	Fraser River	488	562	500	12	
Lord Kelvin (K-6)	Fraser River	510	553	460	-50	
NEW: Elementary #1 (K-6)	Fraser River	0	0	772	772	
NEW: Jr Secondary (7-9)	Fraser River	0	0	237	237	1,003
École Herbert Spencer (K-6)	Glenbrook	550	595	452	-98	
FW Howay (K-6)	Glenbrook	149	168	181	32	
Glenbrook Middle (7-9)	Glenbrook	636	661	564	-72	
Richard McBride (K-6)	Glenbrook	492	609	504	12	
NEW: Elementary (K-6)	Glenbrook	0	0	500	500	
NEW: Jr Secondary (7-9)	Glenbrook			150	150	523
Queen Elizabeth (K-5)	Queensborough	531	589	662	131	
Queensborough Middle (6-9)	Queensborough	317	389	438	121	253
New Westminster Secondary (10-12)		1562	1,572	1,757	195	195
District Total		6,408	7,049	8,382	1,974	1,974

	Assumptions by 2041	Seats Added	Nominal Capacity Current	Nominal Capacity Approved Capital	Nominal Capacity Pending Capital Approval
Connaught Heights (K-6)		0	170	170	170
École Qayqayt (K-6)		0	550	550	550
École Lord Tweedsmuir (K-6)	250 Added in 18/19 Seismic Upgrade		655	655	655
Fraser River Middle (7-9)		0	500	500	500
Lord Kelvin (K-6)		0	460	460	460
NEW: Elementary #1 (K-6)		800	0	0	800
NEW: Jr Secondary School (7-9)		250	0	0	250
École Herbert Spencer (K-6)		0	450	450	450
FW Howay (K-6)			190	190	190
Glenbrook Middle (7-9)		0	575	575	575
Richard McBride (K-6)		0	440	505	505
NEW: Elementary (K-6)		500	0	0	500
NEW: Junior Secondary (7-9)		150	0	0	150
Queen Elizabeth (K-5)	Assumes 285 seats already added	75	305	305	665
Queensborough Middle (6-9)		75	375	375	450
New Westminster Secondary (10-12)			2025	2100	2100
District Total		1850	6695	6835	8970

	Zone	Capacity Utilization 2018	Capacity Utilization 2026	Capacity Utilization 2041	Available Seats 2041	Available Seats 2041	
Connaught Heights (K-6)	Fraser River	102%	121%	100%	0		
École Qayqayt (K-6)	Fraser River	106%	127%	100%	0		
École Lord Tweedsmuir (K-6)	Fraser River	64%	68%	74%	169		
Fraser River Middle (7-9)	Fraser River	98%	112%	100%	0		
Lord Kelvin (K-6)	Fraser River	111%	120%	100%	0		
NEW: Elementary #1 (K-6)	Fraser River	0%	0%	97%	28		
NEW: Jr Secondary (7-9)	Fraser River	0%	0%	95%	13	211	6%
École Herbert Spencer (K-6)	Glenbrook	122%	132%	100%	-2		
FW Howay (K-6)	Glenbrook	78%	89%	95%	9		
Glenbrook Middle (7-9)	Glenbrook	111%	115%	98%	11		
Richard McBride (K-6)	Glenbrook	112%	121%	100%	1		
NEW: Elementary (K-6)	Glenbrook	0%	0%	100%	0		
NEW: Jr Secondary (7-9)	Glenbrook	0%	0%	100%	0	20	1%
Queen Elizabeth (K-5)	Queensborough	174%	193%	100%	3		
Queensborough Middle (6-9)	Queensborough	85%	104%	97%	12	14	-5%
New Westminster Secondary (10-12)		77%	75%	84%	343	343	
District Total		96%	103%	93%	588	588	7%

Option Summary

	Seats	Cost	Strengths	Challenges
Option 1: Maintain configuration; additions to 8 sites	1,695	15.6 m	no reconfiguration no redrawing catchments no site acquisition required inexpensive 118% capacity utilization reduction to 98% 148 seats available	Qayqayt, FRMS and GMS do not fit (site/existing building design) disruption due to construction impacting 9 sites no inventory renewal
Option 2: Maintain configuration; additions to 1 site + 1 NEW elementary, 1 NEW middle & 1 NEW Elementary or Middle TBD	1,465	79+ m	minimal construction disruption: 2 additions to existing maintains established grade configuration renews inventory (new schools) no site or expansion constraints ("fits" on site) 118% capacity utilization reduction to 98% 203 seats available	requires site acquisition expensive
Option 3: Co-location of K-5 and 6-8 on same site within zones	1,275	32 m	mid-range cost no site acquisition required 118% capacity utilization to 100%	undesirable grade reconfigurations in 10 schools prioritizes space utilization over educational programming 13 seats available
Option 4: Eliminate middle school model and reconfigure all elementary and middle schools K-7 and the secondary school 8-12	1,315	45 m	no site acquisition required 118% capacity utilization reduction to 99%	expensive disruption due to construction impacting 9 sites NWSS does not fit (site/existing building design) significant grade reconfiguration 53 seats available may create have and have not schools where K-7 in purpose built middle schools may have more quality programming (exploratory space: foods, tech ed labs etc) than a purpose built K-7
Option 5: Reconfigure middle school model (K-5, 6-8, 9-12) and create junior secondary school model (K-6, 7-9, 10-12) using additions to existing schools	1,800	30.6 m	no site acquisition required mid-range cost	disruption due to construction impacting 10 sites Qayqayt, FRMS and GMS do not fit (site/existing building design) significant grade reconfiguration 353 empty seats at secondary prioritizes space utilization over educational programming
Option 6: Reconfigure middle school model (K-5, 6-8, 9-12) and create junior secondary school model (K-6, 7-9, 10-12) using combination 2 additions and 4 new builds	1,800	88+ m	Nil	expensive site acquisition significant grade reconfiguration very large new elementary and 2 very small junior secondaries 353 empty seats at secondary prioritizes space utilization over educational programming

Preferred Option Recommendation

Option 2: Addition to Queensborough Middle School + 3 new schools (1 Middle and 1 Elementary and 1 configuration to be determined).

Because:

- Options 1, 4, 5 do not fit (site and building design constraint)
- Option 3 creates undesirable grade reconfigurations in 10 schools and prioritizes space utilization over educational programming
- Option 6 is the most expensive and prioritizes space utilization over educational programming

Family of School (Zone) Considerations – Preferred Option

Fraser River Zone – Long-Range Priority #1

Enrolment Growth between 2018 and 2041: 957
Capacity Utilization by 2041: 125%

Assumes McBride and NWSS are constructed.

Priority on Annual 5-Year Capital Plan: Priority #2 & 3
SITE ACQUISITION & NEW: Elementary School (500 students) by 2026

SITE ACQUISITION & NEW: Middle School (415 Students) by 2041 (yet to appear on capital plan)

Result: portables eliminated, 90% capacity by 2041 and 323 available seats

	Seats Added	Nominal Capacity Current	Nominal Capacity Approved Capital	Nominal Capacity Option 2
Connaught Heights (K-5)		170	170	170
École Qayqayt (K-5)		550	550	550
École Lord Tweedsmuir (K-5)	250 Added in 18/19 Seismic Upgrade	655	655	655
Fraser River Middle (6-8)		500	500	500
Lord Kelvin (K-5)		460	460	460
NEW: Elementary #1 (K-5)	500	0	0	500
NEW : Middle School (6-8)	415	0	0	415

	Zone	Suggested Enrolment Changes 2041	Enrolment 2018	Enrolment 2026	Enrolment 2041	Growth 2018 to 2041	Zone Growth
Connaught Heights (K-5)	Fraser River	-129	158	190	170	12	
École Qayqayt (K-5)	Fraser River	-253	509	615	550	41	
École Lord Tweedsmuir (K-5)	Fraser River	0	357	383	422	65	
Fraser River Middle (6-8)	Fraser River	-258	491	561	500	9	
Lord Kelvin (K-5)	Fraser River	-185	455	497	460	5	
NEW: Elementary #1 (K-5)	Fraser River	455	0	0	455	455	
NEW: Middle School (K-8)	Fraser River	370	0	0	370	370	957

	Zone	Capacity Utilization 2018	Capacity Utilization 2026	Capacity Utilization 2041	Available Seats 2041	Available Seats 2041	
Connaught Heights (K-5)	Fraser River	93%	112%	100%	0		
École Qayqayt (K-5)	Fraser River	93%	112%	100%	0		
École Lord Tweedsmuir (K-5)	Fraser River	55%	58%	64%	233		
Fraser River Middle (6-8)	Fraser River	98%	112%	100%	0		
Lord Kelvin (K-5)	Fraser River	99%	108%	100%	0		
NEW: Elementary #1 (K-5)	Fraser River	0%	0%	91%	45		
NEW: Middle School (6-8)	Fraser River	0%	0%	89%	45	323	10%

Glenbrook Zone – Long-Range Priority #2

Enrolment Growth between 2018 and 2041: 492
Capacity Utilization by 2041: 125%

Assumes McBride and NWSS are constructed.

Priority on Annual 5-Year Capital Plan: Priority #4
NEW: Middle School (500 students)

Result: portables eliminated, 97% capacity by 2041 and 77 available seats

	Seats Added	Nominal Capacity Current	Nominal Capacity Approved Capital	Nominal Capacity Option 2
École Herbert Spencer (K-5)		450	450	450
FW Howay (K-5)		190	190	190
Glenbrook Middle (6-8)		575	575	575
Richard McBride (K-5)		440	505	505
NEW: Elem or Middle School	500	0	0	500

	Zone	Suggested Enrolment Changes 2041	Enrolment 2018	Enrolment 2026	Enrolment 2041	Growth 2018 to 2041	Zone Growth
École Herbert Spencer (K-5)	Glenbrook	-134	470	512	450	-20	
FW Howay (K-5)	Glenbrook		120	138	150	30	
Glenbrook Middle (6-8)	Glenbrook	-160	639	661	575	-64	
Richard McBride (K-5)	Glenbrook	-169	422	526	505	83	
NEW: Middle School (K-8)	Glenbrook	463	0	0	463	463	492

	Zone	Capacity Utilization 2018	Capacity Utilization 2026	Capacity Utilization 2041	Available Seats 2041	Available Seats 2041	
École Herbert Spencer (K-5)	Glenbrook	104%	114%	100%	0		
FW Howay (K-5)	Glenbrook	63%	73%	79%	40		
Glenbrook Middle (6-8)	Glenbrook	111%	115%	100%	0		
Richard McBride (K-5)	Glenbrook	96%	104%	100%	0		
NEW: Middle School (6-8)	Glenbrook	0%	0%	93%	37	77	3%

Queensborough Zone – Long-Range Priority #3

Enrolment Growth between 2018 and 2041: 255
Capacity Utilization by 2041: 105%

Assumes Queen Elizabeth expansion approved and constructed.

Priority on Annual 5-Year Capital Plan: #1

Queen Elizabeth: 12-classroom and 1 gym addition to replace 10 portables

Queensborough: 50 seat addition (not yet on capital plan)

Result: portables eliminated, 100% capacity by 2041

	Seats Added	Nominal Capacity Current	Nominal Capacity Approved Capital	Nominal Capacity Option 2
Queen Elizabeth (K-4)	Assumes 285 seats already added	305	305	590
Queensborough Middle (5-8)	50	375	375	425

	Zone	Suggested Enrolment Changes 2041	Enrolment 2018	Enrolment 2026	Enrolment 2041	Growth 2018 to 2041	Zone Growth
Queen Elizabeth (K-4)	Queensborough		443	495	558	115	
Queensborough Middle (5-8)	Queensborough		320	390	460	140	255

	Zone	Capacity Utilization 2018	Capacity Utilization 2026	Capacity Utilization 2041	Available Seats 2041	Available Seats 2041	
Queen Elizabeth (K-4)	Queensborough	145%	162%	95%	32		
Queensborough Middle (5-8)	Queensborough	85%	104%	108%	-35	-3	0%

District at a Glance

Assumes approved capital projects are constructed (NWSS & McBride).

Assumes pending capital projects are constructed (Queen Elizabeth).

Assumes new elementary school in the Fraser River Zone.

Assumes new middle schools in the Glenbrook and Fraser River Zones.

Result: elimination of portables, 98% capacity, 203 available seats by 2041.

	Seats Added	Nominal Capacity Current	Nominal Capacity Approved Capital	Nominal Capacity Option 2
Connaught Heights (K-5)		170	170	170
École Qayqayt (K-5)		550	550	550
École Lord Tweedsmuir (K-5)	250 Added in 18/19 Seismic Upgrade	655	655	655
Fraser River Middle (6-8)		500	500	500
Lord Kelvin (K-5)		460	460	460
NEW: Elementary #1 (K-5)	500	0	0	500
NEW : Middle School (6-8)	415	0	0	415
École Herbert Spencer (K-5)		450	450	450
FW Howay (K-5)		190	190	190
Glenbrook Middle (6-8)		575	575	575
Richard McBride (K-5)		440	505	505
NEW: Elem or Middle School	500	0	0	500
Queen Elizabeth (K-4)	Assumes 285 seats already added	305	305	590
Queensborough Middle (5-8)	50	375	375	425
New Westminster Secondary (9-12)		2025	2100	2100
District Total	1465	6695	6835	8585

	Zone	Suggested Enrolment Changes 2041	Enrolment 2018	Enrolment 2026	Enrolment 2041	Growth 2018 to 2041	Zone Growth
Connaught Heights (K-5)	Fraser River	-129	158	190	170	12	
École Qayqayt (K-5)	Fraser River	-253	509	615	550	41	
École Lord Tweedsmuir (K-5)	Fraser River	0	357	383	422	65	
Fraser River Middle (6-8)	Fraser River	-258	491	561	500	9	
Lord Kelvin (K-5)	Fraser River	-185	455	497	460	5	
NEW: Elementary #1 (K-5)	Fraser River	455	0	0	455	455	
NEW: Middle School (K-8)	Fraser River	370	0	0	370	370	957
École Herbert Spencer (K-5)	Glenbrook	-134	470	512	450	-20	
FW Howay (K-5)	Glenbrook		120	138	150	30	
Glenbrook Middle (6-8)	Glenbrook	-160	639	661	575	-64	
Richard McBride (K-5)	Glenbrook	-169	422	526	505	83	
NEW: Middle School (K-8)	Glenbrook	463	0	0	463	463	492
Queen Elizabeth (K-4)	Queensborough		443	495	558	115	
Queensborough Middle (5-8)	Queensborough		320	390	460	140	255
New Westminster Secondary (9-12) (Incl. International & Alternate)			2024	2091	2294	270	270
District Total		0	6408	7059	8382	1974	1974

	Zone	Capacity Utilization 2018	Capacity Utilization 2026	Capacity Utilization 2041	Available Seats 2041	Available Seats 2041	
Connaught Heights (K-5)	Fraser River	93%	112%	100%	0		
École Qayqayt (K-5)	Fraser River	93%	112%	100%	0		
École Lord Tweedsmuir (K-5)	Fraser River	55%	58%	64%	233		
Fraser River Middle (6-8)	Fraser River	98%	112%	100%	0		
Lord Kelvin (K-5)	Fraser River	99%	108%	100%	0		
NEW: Elementary #1 (K-5)	Fraser River	0%	0%	91%	45		
NEW: Middle School (6-8)	Fraser River	0%	0%	89%	45	323	10%
École Herbert Spencer (K-5)	Glenbrook	104%	114%	100%	0		
FW Howay (K-5)	Glenbrook	63%	73%	79%	40		
Glenbrook Middle (6-8)	Glenbrook	111%	115%	100%	0		
Richard McBride (K-5)	Glenbrook	96%	104%	100%	0		
NEW: Middle School (6-8)	Glenbrook	0%	0%	93%	37	77	3%
Queen Elizabeth (K-4)	Queensborough	145%	162%	95%	32		
Queensborough Middle (5-8)	Queensborough	85%	104%	108%	-35	-3	0%
New Westminster Secondary (9-12) (Incl. International & Alternate)		100%	100%	109%	-194	-194	
District Total		96%	103%	98%	203	203	2%
		NWSS: 44 Alt	NWSS: 44 Alt	NWSS: 44 Alt	NWSS: 44 Alt		
		NWSS: 285 Int'l	NWSS: 160 Int'l	NWSS: 100 Int'l	NWSS: 100 Int'l		

Summary

Standard K-12 Facilities

Additions to Queensborough Middle School and the construction of 3 new schools (Option 2) in New Westminster Schools:

- improves the capacity utilization in the district from 118% capacity to 98% capacity
- provides asset renewal
- aims to eliminate portables/modulars
- provides 200+ available seats for enrolment fluctuation
- keeps children in their preferred catchments/zones and
- maintains sound educational programming

Alternative Programming and Distributed Learning

The relocation of the Continuing Education/Adult Education daytime program currently housed in six modulars/portables on the New Westminster Secondary School site is necessary. Due to the location of the new build and the memorialization of the old building site land, there will be no space to house the program on the New Westminster Secondary site.

Options:

- additional leased space
- utilize modular/portables on an existing SD40 site
- co-locate with Royal City Alternate in five portables on Fraser River site (24 students currently attend in five portables) and add modular/portables to accommodate?
- land acquisition on new site to accommodate modular/portables

District and School staff at Pearson Adult Learning Centre are currently undergoing a visioning activity. What could/should distributed learning programming look like in 2019? 2026? 2041? What physical space is required to provide quality programming? Can the space be stand-alone or should it be connected to a school?

With the recent purchase of 522 Fader Street in the Glenbrook Zone, and the intended construction of a middle school in the land parcel encompassing current Hume Park Elementary School (closed as an elementary school), the distributed learning Hume Park Home Learner Program, will be potentially displaced and may require a new location.

Options:

- additional leased space
- utilize modular/portables on an existing SD40 site
- co-locate in a school with under-capacity utilization at the time of construction (e.g. Tweedsmuir)
- incorporate program space into new middle school construction

In the meantime, Hume Park Home Learner Program should continue to be housed in the closed Hume Park Elementary site, given that the middle school approval and construction is potentially years away.

Royal City Alternate program should remain in its current location adjacent to Fraser River Middle School. However, with a small number of students attending in a large space, it may be prudent to consolidate this space and co-locate with another district program on the Royal City Alternate site.

Power Alternate Program and On-Line Access School should remain in leased space at Columbia Square until expiry. Upon expiration, options should be considered such as lease renewal, new leased space, co-location and new incorporation into new capital builds as mentioned above.

Next Steps

The Board seeks feedback relative to Options 1-4 for Standard K-12 schools and considerations for alternate and distributed learning programs, in the facilities review between April 4 and April 30, 2019.

Questions to ask: Has the District correctly considered Options 1, 2, 3 and 4? Is there another option the District should consider? Have options for alternate and distributed learning been fully explored?

Feedback can be provided by April 30, 2019 using one or all of the tools below:

Filling out the questionnaire attached to this review (Appendix B)

Click on the [survey link](#)

Email the Board at: facilitiesreview@sd40.bc.ca

Beginning May 1, the Board will take into the account the feedback it has received from the public, to consider any adjustments to the recommendations found in this review.

By May 31, 2019, the Board intends to approve a Long-Range Facilities Plan so that Annual 5-Year Capital plans can be prepared, and so that district families, staff and Operations/Capital departments have clear communication and expectation for the future of New Westminster Schools.

Appendices

Appendix A: 2018 Technical Report, Cascade Facilities Management Consultants



LONG-RANGE FACILITIES PLAN

PREPARED BY

Cascade Facilities Management Consultants Ltd.

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AND EDITED BY

School District No. 40 (New Westminster)

29 JUNE 2018

Page 115 of 161

TABLE OF CONTENTS

Executive Summary

1.	Introduction	1
1.1	Ministry Requirements	
1.2	School District Objectives	
1.3	Process	
2.	The School District	3
2.1	Overview	
2.2	Programs	
2.3	Portables and Modular Buildings	
2.4	Facility Condition	
2.5	Seismic Condition	
2.6	Capital Projects	
2.7	School Closures	
2.8	New School Sites	
2.9	Nominal and Operating Capacities of Schools	
2.10	Capacity of School Site	
3.	Community Demographics	11
3.1	Overview	
3.2	Historical Population Growth	
3.3	Enrolment Participation	
3.4	Future Population Growth	
3.5	Demographic Characteristics	
4.	Enrolment Projection	16
4.1	Enrolment Projection Methodology	
4.2	New Housing Units for Population Growth	
4.3	Students from New Housing Developments	
4.4	10-year Enrolment Projection	
4.5	Comparison to Ministry Projection	
5.	Capacity Utilization & Space Needs	21
5.1	Overview	
5.2	District Average Capacity Utilization	
5.3	Space Shortfall	
6.	Options & Issues	27
7.	Preferred Option	37

EXECUTIVE SUMMARY

INTRODUCTION

Cascade Facilities Management Ltd. was contracted in December 2017 by School District No. 40 (New Westminster) to undertake a Long Range Facilities Plan to:

- examine a longer timeframe beyond the 10-year required by the Ministry, to 2041 to coincide with the longer term planning horizon of the recently adopted New Westminster Official Community Plan;
- estimate the number of additional students from the new housing to be determined from the OCP, and to provide enrolment projections for the schools;
- propose options to accommodate future enrolment increases;
- prepare a further detailed study for the next 10 years based on the option preferred by the School Board.

The scope of this study is limited to the number of students enrolled and receiving classroom instruction at the 12 schools in the District. The enrolment projection estimates do not include students enrolled in the following programs offered by the District and funded by the Ministry:

- Royal City Alternate Program (RCAP)
- POWER Alternate Secondary School
- Home Learners Program
- Island Discovery Learning Community
- Pearson Adult Learning Centre
- Virtual School BC Online Learning

THE SCHOOL DISTRICT

The School District has a total enrolment of 5,974 in eight elementary schools, three middle schools and one secondary school in addition to twenty-four portables used as classrooms.

The VFA Condition Report indicates that six of the schools, with a Facility Condition Index (FCI) score of 0.01 and 0.40, are above the provincial average and the others below, with a score of 0.49 to 1.00.

All schools in the high-risk category have been seismically upgraded or replaced, or supported for seismic upgrade or replacement. Two schools remain in the medium risk category and one in the low risk.

COMMUNITY DEMOGRAPHICS

Census data from Statistics Canada indicate that the City of New Westminster grew from a population of 54,655 in 2001 to 70,995 in 2016. According to BCStats, the population is expected to reach 105,474 by 2041.

Based on the New Westminster Official Community Plan, there will be an addition of more than 15,000 new housing units.

ENROLMENT PROJECTION

The enrolment projection as prepared by Cascade Facilities Management Ltd. indicates an increase in enrolment from 5,974 in 2017 to 8,238 by 2041.

The new housing developments will be yielding a student age population of close to 2,800, and based on an assumed participation rate for the District, approximately 80% will be attending SD40 schools.

The Capacity Utilization of the District will be reaching 100% by 2019, and without additional new spaces, will be operating at 111.6% in 2017 and 132.5% in 2041.

OPTIONS

Four options for new spaces are proposed:

- Addition to schools based on growth in catchment areas - Scenario A
- Addition plus new school sites - Scenario B
- K-5/6-8 co-location on site – Scenario C
- K-7 grade re-configuration – Scenario D

PREFERRED OPTION

The preferred option selected by the School Board was Scenario B. The recommendations for implementation for the next 10-year timeframe include:

- Addition to Queen Elizabeth Elementary
- Use of modularity at elementary schools in Fraser River and Glenbrook Zones where they are to remain beyond 2041
- Portables to be used at elementary schools in Fraser River and Glenbrook Zones, and relocated upon completion of new elementary school
- Portables to be used at Fraser River and Glenbrook, and relocated upon completion of new middle school
- Status quo at New Westminster Secondary School upon completion of new build
- Submit Project Request Fact Sheet to Ministry for land acquisition of new school sites

1. INTRODUCTION

1.1 MINISTRY REQUIREMENTS

The Ministry of Education in its Capital Plan Instructions requires school districts to develop and maintain a comprehensive Long Range Facilities Plan (LRFP) or be in the planning, development or finalized phase of a LRFP that:

- forms the basis for school districts' capital investment decisions and aligns with best practices in asset management as a key component for district-wide capital planning, and a framework for other local programming and operational decisions;
- uses a ten-year planning horizon with consideration for the longer term;
- may vary in scope and emphasis depending on the specific circumstances and priorities of each school district; and
- is to be made available upon request of the Ministry.

The LRFP takes into consideration education program requirements and trends, capacity utilization, seismic vulnerability and risk factor of school buildings, and current condition of existing facilities, in addition to current land use and anticipated changes, future housing developments, student yield rates, community demographics, local community and economic development strategies, and other long-term planning considerations.

The LRFP supports the Five-Year Capital Plan to be submitted to the Ministry by providing a comprehensive rationale for specific capital projects that are proposed. In addition, the LRFP provides a district-wide framework for other key local decisions such as analysis of capacity utilization of surrounding schools, location of district programs and maintenance priorities.

The District's LRFP is to outline concrete plans for a ten-year horizon for planning to 2028/2029 to meet Ministry requirements, with a more general consideration for the longer term to 2041, to align with City of New Westminster OCP.

1.2 SCHOOL DISTRICT OBJECTIVES

The objectives the School District wishes to achieve through the LRFP, include the following:

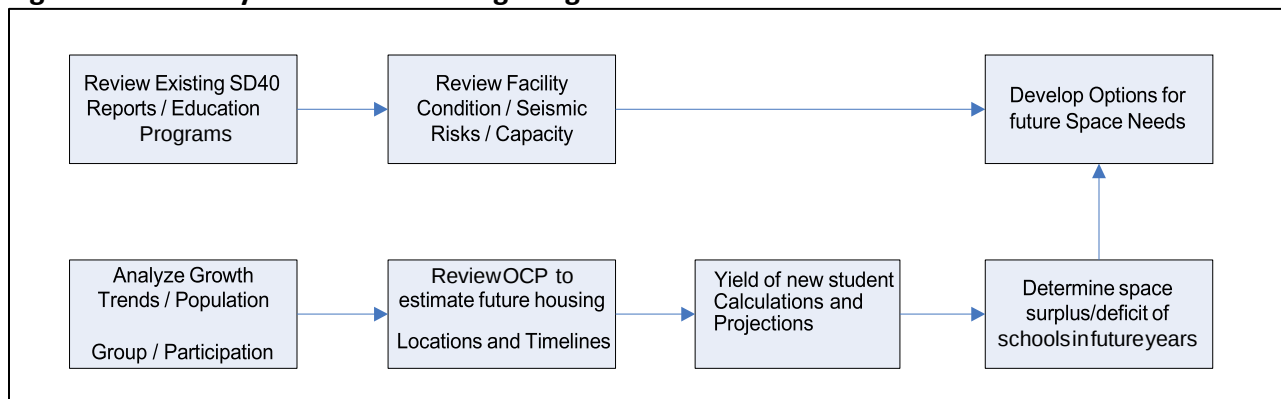
- To guide the District and the Ministry in facilities decisions over the long term to ensure cost-effective operations of existing facilities and capital investments for new schools, additions, renovations/upgrades and replacements;
- To provide a major update to the 2007 Strategic Facilities Plan to coincide with the longer term planning horizon of the recently adopted New Westminster Official Community Plan;
- To develop options to meet the anticipated increase in enrolment;
- To consider the challenges of each option and to select a preferred one for further detailed study.

1.3 PROCESS

The steps taken to complete the LRFP include:

- Review of the District's education programs, existing planning and facilities reports, including Facility Condition Index and Seismic Risk Ranking;
- Confirmation of operating capacity of each school;
- Analysis of growth trends from census data from Statistics Canada, and review of population data and projections from BC Stats;
- Review of New Westminster Official Community Plan and meeting with City Planners to confirm type, unit count, timeline and location of estimated new housing developments;
- Calculation of student yield expected from new housing developments;
- Preparation of enrolment projections;
- Calculation of space surplus/deficit for each school to develop options to address increasing/decreasing enrolments.

Fig 1.3A: Summary of Process for Long Range Facilities Plan



The scope of this plan is limited to the students enrolled at the 12 schools in the New Westminster School District, and who receive classroom instruction in the regular, Montessori, Early and Late French Immersion programs. The enrolment projection estimates do not include students enrolled in these programs offered by the District and funded by the Ministry:

- Royal City Alternate Program
- POWER Alternate Secondary School
- The Home Learners Program
- Island Discovery Learning Community
- Pearson Adult Learning Centre
- Virtual School BC Online Learning

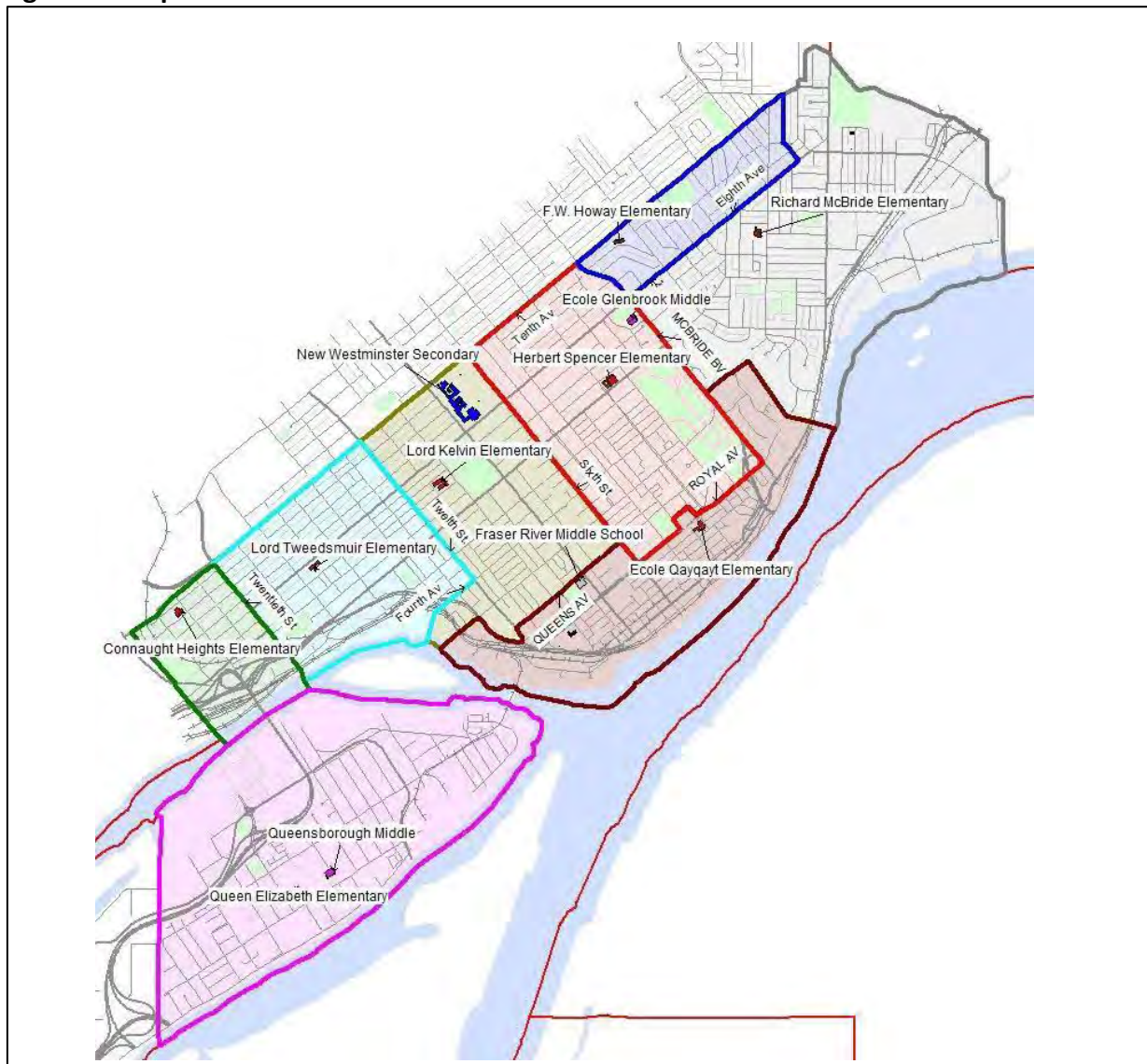
2. THE SCHOOL DISTRICT

2.1 OVERVIEW

The New Westminster School District serves the geographical area comprising the City of New Westminster. The District has been providing public education to its residents since the 1920's. It offers classroom instruction from Kindergarten to Grade 12 students from a broad mix of ethnic and socio-economic groups. ▀

Within the District, there are 12 schools: eight elementary, three middle, and one secondary.

Fig 2.1A: Map of New Westminster Schools



The School District can generally be organized into three zones as defined by the middle school catchments.

Fig 2.1B: New Westminster Schools Configuration

Elementary	Middle	Secondary
Connaught Heights (K-5)	Fraser River (6-8)	New Westminster (9-12)
Lord Kelvin (K-5)		
École Lord Tweedsmuir (K-5)		
École Qayqayt (K-5)		
École Herbert Spencer (K-5)	École Glenbrook (6-8)	
FW Howay (K-5)		
Richard McBride (K-5)		
Queen Elizabeth (K-4)	Queensborough (5-8)	

2.2 PROGRAMS

French Immersion programming at the elementary school level is provided at the following schools for both in-catchment and students from neighbouring catchments:

École Lord Tweedsmuir: Queen Elizabeth, Connaught Heights, Lord Tweedsmuir and Lord Kelvin;
 Qayqayt: south portion of École Herbert Spencer and École Qayqayt;
 Herbert Spencer: Richard McBride, FW Howay and north portion of Herbert Spencer.

Other programs are offered at these locations:

Montessori at Connaught Heights and Richard McBride

Strong Start at Connaught Heights, Richard McBride and Queensborough

SIGMA Alternate Program at New Westminster Secondary School

Royal City Alternate Program, in portables at 850 Queens Avenue

POWER Alternate Secondary School in leased space at #200 – 1065 Columbia Street

The Home Learners Program at 521 Fader Street

Island Discovery Learning Community on Bowen Island

Adult Learning (Pearson), at 835 8th Street

Online Learning (Virtual School BC), in leased space at #200 – 1065 Columbia Street

2.3 PORTABLES AND MODULAR BUILDINGS

The District has 30 thirty portables and nine modular buildings. The modular buildings were provided for use as full-day kindergarten classrooms, and are included in the capacity calculation of the Design Aid Sheets, whereas the portables are not.

Fig 2.3: Inventory of Portables and Modular Buildings**Modulars**

Location	#	Condition	Use
FW Howay	1	good	classroom & washroom
École Herbert Spencer	3	good	classroom & washroom
Lord Kelvin	1	good	classroom & washroom
École Lord Tweedsmuir	2	good	classroom & washroom
Queen Elizabeth	2	good	classroom & washroom

TOTAL MODULARS 9**Portables**

Location	#	Condition	Use
Board Office	1	good	office
Connaught Heights	1	fair	classroom
	1	fair	daycare & washroom
	2	good	classroom
Glenbrook	2	good	classroom
Hume Park	1	fair	classroom
	1	fair	daycare
Lord Kelvin	1	fair	daycare & washroom
	2	good	classroom
Lord Tweedsmuir	5	good	classroom
	1	good	wash cart
	1	good	itinerants
New West Secondary	1	fair	staffroom & washroom
	5	fair	adult learning
	2	fair	apprentice program
	2	fair	maint, tech office & washroom
Queen Elizabeth	2	good	classroom
	4	fair	classroom
	1	fair	classroom with wash cart
Queensborough	1	fair	wash cart
	1	fair	daycare
	1	fair	Strongstart
	1	fair	daycare
RCAP	4	good	classroom & washroom
	1	good	classroom
Richard McBride	1	fair	Strongstart & washroom
	2	fair	classroom
Qayqayt	1	good	classroom

TOTAL PORTABLES 49

2.4 FACILITY CONDITION

As part of the Ministry of Education Capital Asset Management Services (CAMS) initiative VFA Canada conducted facility condition assessments for School District No. 40 in 2013. The purpose of these assessments is to determine the condition of each school facility, including their building systems, in order to determine the amount of capital funding resources required to renew it. An overall Facility Condition Index (FCI) is developed for each school facility, which provides a comparative indicator of the condition of facility relative to other facilities in the District. The Facility Condition Index (FCI) is expressed as:

$$\text{Facility Condition Index} = \frac{\text{Cost to remedy maintenance deficiencies}}{\text{Replacement Value of Facility}}$$

The annual and total costs to renew each and all the facilities can be derived from the data obtained from the Facility Condition Index. It is intended that when a project is submitted for renovation or building systems upgrade in the Capital Plan, the Facility Condition Assessment report for the facility be included for review by the Ministry.

The relative measure of the condition of the facilities, based on 5 years of deferred maintenance, is categorized either “Above Provincial Average” or “Below Provincial Average”.

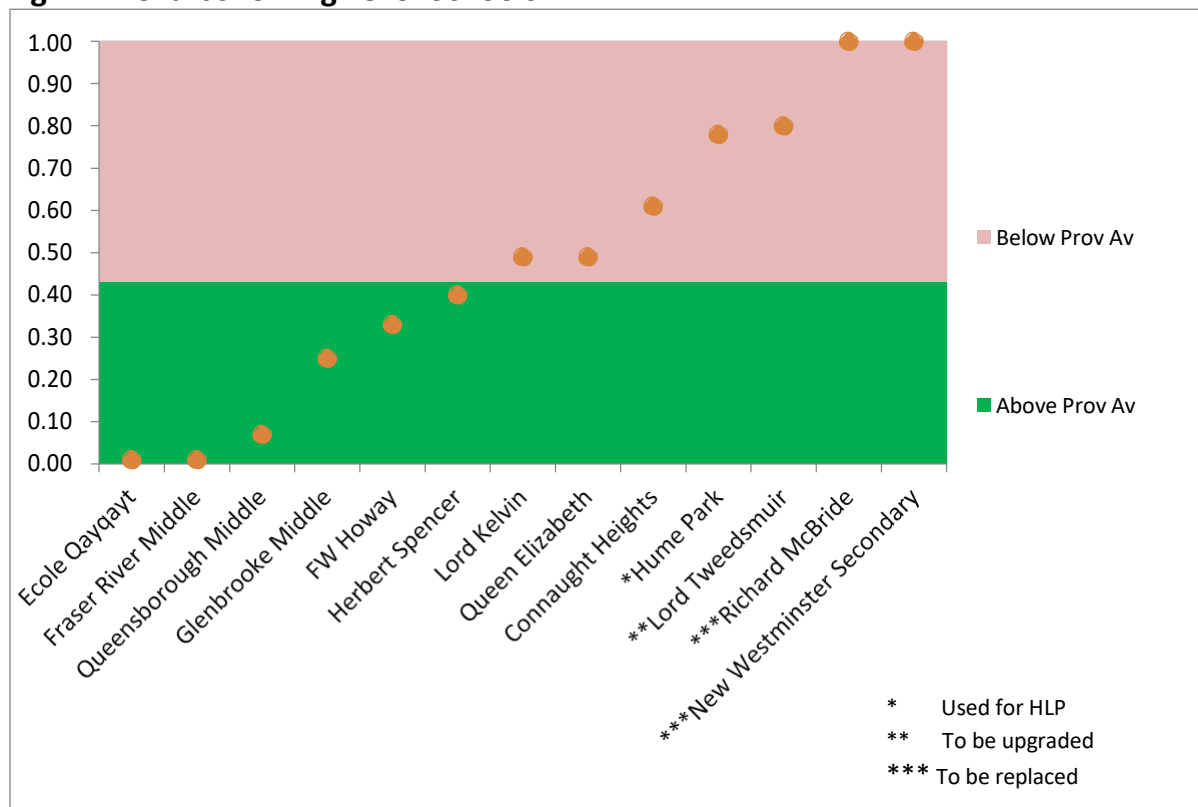
Fig 2.4A: Table showing FCI of Schools

School Name	FCI	Condition
École Qayqayt	0.01	Above Prov Average
Fraser River Middle	0.01	
Queensborough Middle	0.07	
Glenbrook Middle	0.25	
FW Howay	0.33	
École Herbert Spencer	0.40	
Lord Kelvin	0.49	Below Provincial Average
Queen Elizabeth	0.49	
Connaught Heights	0.61	
*Hume Park	0.78	
** École Lord Tweedsmuir	0.86	
***Richard McBride	1.00	
***New Westminster Secondary	1.00	

* Used for Home Learners Program

** To be upgraded

*** To be replaced

Fig 2.4B: Chart showing FCI of Schools

2.5 SEISMIC CONDITION

In 2004, the Ministry of Education engaged consultants to undertake Rapid Visual Seismic Assessments on “all schools in those school districts where significant seismic activity can be expected”. These seismic assessments were undertaken by structural engineers for 16 schools/sites in the School District.

The seismic resistance of various elements such as roof diaphragm, lateral load resisting system, floor diaphragm, foundations, etc. of each block in the schools was analyzed and evaluated using site observation, drawing review and calculation. This was then expressed as a percentage of the estimated resistance compared to the requirements in Part 4 of the 2005 National Building Code. The elements of each block were assigned seismic risk labels from Low, through Low-Moderate, Moderate-High to High and based on the cumulative element labels.

New guidelines and assessment tools to conduct a comprehensive reassessment leading to a more accurate picture of seismic safety risks in B.C. schools were developed in 2011. New risk categories have been established to determine the various levels of seismic risks in schools as follows:

High 1 (H1)

Most vulnerable structure. At highest risk of widespread damage or structural failure, not repairable after a large seismic event. Structural and non-structural seismic upgrades required.

High 2 (H2)

Vulnerable structure, at high risk of widespread damage or structural failure, likely not repairable after a large seismic event. Structural and non-structural seismic upgrades required.

High 3 (H3)

Isolated failure of building elements such as walls are expected, building not likely repairable after a large seismic event. Structural and non-structural seismic upgrades required.

Medium (M)

Isolated damage to building elements is expected, non-structural elements (such as bookshelves, lighting) are at risk of failure. Non-structural upgrades required.

Building to be upgraded or replaced within the Capital Plan when it has reached the end of its useful life.

Low (L)

Least vulnerable structure. Would experience isolated damage and would probably be repairable after a seismic event. Non-structural upgrades may be required.

Fig 2.5A: Table showing Seismic Risk Ratings of Schools by Block (April 2016)

Facility Name	Block #	Block Name	Current Risk	Status	School Risk
CONNAUGHT HTS	1	single-storey classroom	Medium	Non Structural Upgrade Req	Medium
CONNAUGHT HTS	2	gymnasium	Medium	Non Structural Upgrade Req	Medium
CONNAUGHT HTS	3	multipurpose	Medium	Non Structural Upgrade Req	Medium
FW HOWAY	1	1973 2-Storey Classrooms	High 1	Supported 2013	High 1
FW HOWAY	2	1973 Gymnasium	High 1	Supported 2013	High 2
LORD KELVIN	1	1963 single-storey classroom	Low	Meets Structural Life Safety Req	Medium
LORD KELVIN	2	1963 gymnasium	Medium	Non Structural Upgrade Req	Medium
LORD KELVIN	3	2000 1-storey Classroom Add	Low	Meets Structural Life Safety Req	Medium
LORD TWEEDSMUIR	1	1937 2-Storey Classrooms	High 2	Supported	High 2
LORD TWEEDSMUIR	2	1937 2-Storey Gymnasium	High 2	Supported	High 2
LORD TWEEDSMUIR	3	1-Storey Classrooms	High 2	Supported	High 2
NWSS	1	Two-Storey Classroom	High 1	Supported/Capital Project	High 1
NWSS	2	Small Gymnasium & Cafeteria	High 1	Supported/Capital Project	High 1
NWSS	3	1952 Single-Storey Cafeteria	High 1	Supported/Capital Project	High 1
NWSS	4	1955 Single-Storey Admin	High 1	Supported/Capital Project	High 1
NWSS	5	1972 Single-Storey Auto Shops	High 3	Supported/Capital Project	High 1
NWSS	6	1969 Single-Storey Band Rooms	High 2	Supported/Capital Project	High 1
NWSS	7	N & S Large Gyms and Theatre	High 1	Supported/Capital Project	High 1
NWSS	8	1965 Library & Administration	High 1	Supported/Capital Project	High 1
NWSS	9	1965 Single-Storey Shops	High 1	Supported/Capital Project	High 1
QAYQAYT	1		N/A	Newly Completed	N/A
QAYQAYT	2		N/A	Newly Completed	N/A
QAYQAYT	3		N/A	Newly Completed	N/A
QUEEN ELIZABETH	1	1987 Single-storey Classroom	Low	Meets Structural Life Safety Req	Low
QUEEN ELIZABETH	2	1987 Gymnasium	Low	Meets Structural Life Safety Req	Low
RICHARD MCBRIDE	1	1929 2-Storey Classroom	High 1	Supported 2013	High 1
RICHARD MCBRIDE	2	1929 Gymnasium	High 2	Supported 2013	High 1

Since April 2016, approval has been given by the Ministry to proceed with the seismic upgrade at Lord Tweedsmuir, and the replacement of Richard McBride to a slightly higher capacity.

2.6 CAPITAL PROJECTS

In addition to the funding approval for the replacement of Richard McBride and the seismic upgrade of Lord Tweedsmuir, currently, the other major capital project is the replacement of the New Westminster Secondary School.

New schools and additions since 2000, include:

Lord Kelvin Elementary – Increase capacity from 80K/250 to 80K/400 (2001)

Queensborough Middle – New school (2002)

École Qayqayt Elementary – Replacement of John Robson (2014)

Fraser River Middle – New school on John Robson site (2016)

2.7 SCHOOL CLOSURE

Hume Park Elementary at 521 Fader Street, was closed in 2013/14 due to declining enrolment. It has been re-opened, and is currently housing for the Home Learners Program.

2.8 POTENTIAL NEW SCHOOL SITES

There are no new or vacant sites reserved for future expansion.

2.9 SCHOOL NOMINAL AND OPERATING CAPACITIES

The Ministry of Education provides Area Standards, which establish allowable areas for schools based on *nominal capacity*. The *nominal capacity* represents the student capacity of a school based on the following capacities per instructional space:

- Kindergarten 20 students per classroom
- Elementary 25 students per classroom
- Middle & Secondary 25 students per classroom

To accommodate capacity adjustments for grade structure and classroom student capacity based on class size limits prescribed by the Ministry of Education, the *nominal capacity* is adjusted to an *operating capacity*. The operating capacity is based on the following capacities per instructional space:

- Kindergarten 19 students per classroom
- Elementary (Grades 1-3) 21 students per classroom
- Elementary (Grades 4-7) 25 students per classroom
- Middle & Secondary 25 students per classroom

For the purpose of calculating the operating capacity of Queen Elizabeth, an average of 22.0 is used for Grade 1 to 4 classrooms, and 19 for Kindergarten classrooms; for the other K-5 school, 22.6 is used for Grade 1 to 5 classrooms, and 19 for Kindergarten classrooms. An inventory of the schools in the District showing the Nominal Capacity and Operating Capacity is shown in the table below:

Fig 2.9A: Table showing Nominal and Operating Capacities of Schools

	Nominal Capacity	Operating Capacity
Connaught Heights (K-5)	170	155
FW Howay (K-5)	165	151
École Herbert Spencer (K-5)	505	460
Lord Kelvin (K-5)	460	419
École Lord Tweedsmuir (K-5)	440	400
École Qayqayt (K-5)	550	502
Queen Elizabeth (K-4)	325	293
Richard McBride (K-5)	*535	487
Fraser River Middle (6-8)	500	500
Glenbrook Middle (6-8)	575	575
Queensborough Middle (5-8)	375	375
New Westminster Secondary (9-12)	1900	1900
District Total	6500	6217

A classroom space used by a Strong Start program is not included in the capacity calculation. The above table has been adjusted for schools with Strong Start programs.

2.10 SCHOOL SITE CAPACITY

	Zoning	Site Area	Existing Floor Space	Add Floor Space Allow	Site Area Remaining
Queen Elizabeth	P-1	17,510	2,692	7809	10,506
Queensborough	P-2	15,935	4,058	11872	9,561
École Qayqayt	P-2	12,999	4,761	8238	7,799
Connaught Heights	P-1	8,912	1,558	3788	5,347
École Lord Tweedsmuir	P-1	20,032	4,186	7833	12,019
Lord Kelvin	P-1	13,079	3,202	4645	7,847
Fraser River	P-2	13,407	5,446	7961	8,044
École Herbert Spencer	P-1	12,165	3,925	3374	7,299
F W Howay	P-1	16,928	1848	8309	10,157
Richard McBride	P-1	18,744	4,134	7112	11,246
Glenbrook Middle	P-1	5,760	5,560	200	3,456
Hume Park Site*	P-1	2835		2835	1,700
New Westminster	P-2	110,626			

* includes additional site at 522 Fader and assuming FSR of 1.0

Most of the school sites, except for Glenbrook, have adequate expansion capacity.

3. COMMUNITY DEMOGRAPHICS

3.1 OVERVIEW

New Westminister is one of 21 member municipalities of the Greater Vancouver Regional District, now known as Metro Vancouver. It is located on the north bank of the Fraser River, almost at the center of the lower mainland. It includes the neighbourhood of Queensborough, across the northern arm of the Fraser River estuary, on the eastern tip of Lulu Island next to Richmond. Other neighbouring municipalities include Coquitlam to the northwest, Burnaby to the north and northeast, and Surrey across the Fraser River.

With a population of about 71,000 in 2016, and a land area of 15.6 sq km (6.0 sq miles), it has a population density of over 4,500 people per sq km, making it the 5th most densely populated municipality in the country.

Figure 3.1A: Map of Metro Vancouver



The population of New Westminister is well diversified. The immigrant population increased by over 40% between 2001 and 2011, significantly higher than the 23.7% increase for Metro Vancouver.

Based on the latest census data available, in 2011, First Nations people made up 4.10% of the population of New Westminister, and immigrants 35.0%. Neighbourhoods with the larger than average immigrant population included: Queensborough (47%) and Downtown (40%) and Uptown (35%).

The Median Age continues to increase from 38.8 in 2001 to 41.5 in 2016, reflecting the growing Age 65+ population group, a trend typical of the Canadian population.

For the purposes of analysis in this section, data are obtained from these sources:

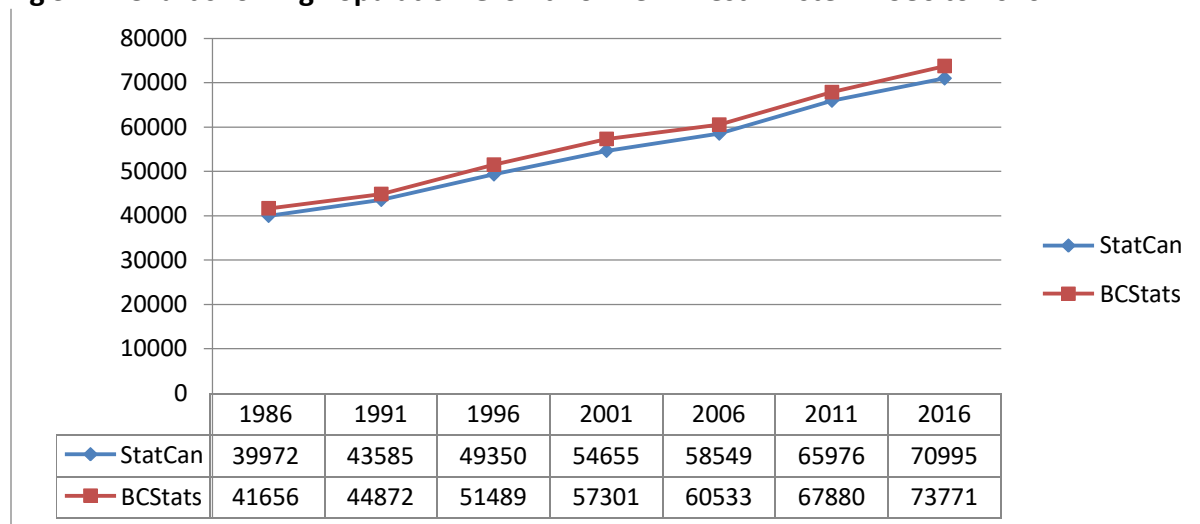
- BC Stats P.E.O.P.L.E. 2016 (Aug 2016)
- Statistics Canada Census, up to the 2016 Census: Population and Dwelling Counts (released February 2017) based on the municipal census boundaries
- Reports and Demographics Data from the City of New Westminster
- The Metro Vancouver Regional Growth Strategy Population Forecast – 2001 to 2041

3.2 HISTORICAL POPULATION GROWTH

The population of New Westminster has been growing steadily over the last three decades. From 1986 to 2001, there has been an increase of about 36.7% from 39,972 to 51,813, and, almost 30% to 76,995 from 2001 to 2016. In both periods, the average population growth rate for New Westminster has been higher than that for Metro Vancouver and the national average.

Neighbourhoods experiencing large growth from 2001 to 2011, include: Queensborough (56.8%), Sapperton (44.3%) and Downtown (30.9%).

Fig 3.2A: Chart showing Population Growth of New Westminster - 1986 to 2016



The slightly higher estimates provided by BCStats, are due to the adjustments made for differences in methodology used by Statistics Canada from one census year to another, undercounting and other errors in the Census data.

Age 5-17 Population

The age 5-17 population increased by 1,100, from 6,378 in 2001 to 7,478 in 2016. This represents an increase of 17.25%, and a slight decrease as a percentage of the total population, from 11.67% to 10.53%,

Fig 3.2B: Table showing Age 5-17 and Age 65+ increases for New Westminster

	2001	2006	2011	2016
Age 5-17 Population	6378	7297	7304	7478
Rate of Increase		14.41%	0.10%	2.38%
% of Total Pop	11.67%	12.46%	11.07%	10.53%

3.3 ENROLMENT PARTICIPATION RATE

The student participation rate is the ratio of enrolled students in the School District to the age 5-17 school-age population of the City of New Westminster. This is typically lower than 1.00 as some may be attending:

- programs offered by the School District at other facilities
- enrolled at independent schools;
- home-schooled; or
- neighbouring school districts.

The participation rate is a useful measure to estimate the future student enrolment from the population projections provide by BCStats. It can be further refined to obtain the rates for elementary, middle and secondary age groups to calculate the number of students that will be enrolled at these levels from the future new housing.

Fig 3.3A: Chart showing Student Participation Rates – 2001 to 2016

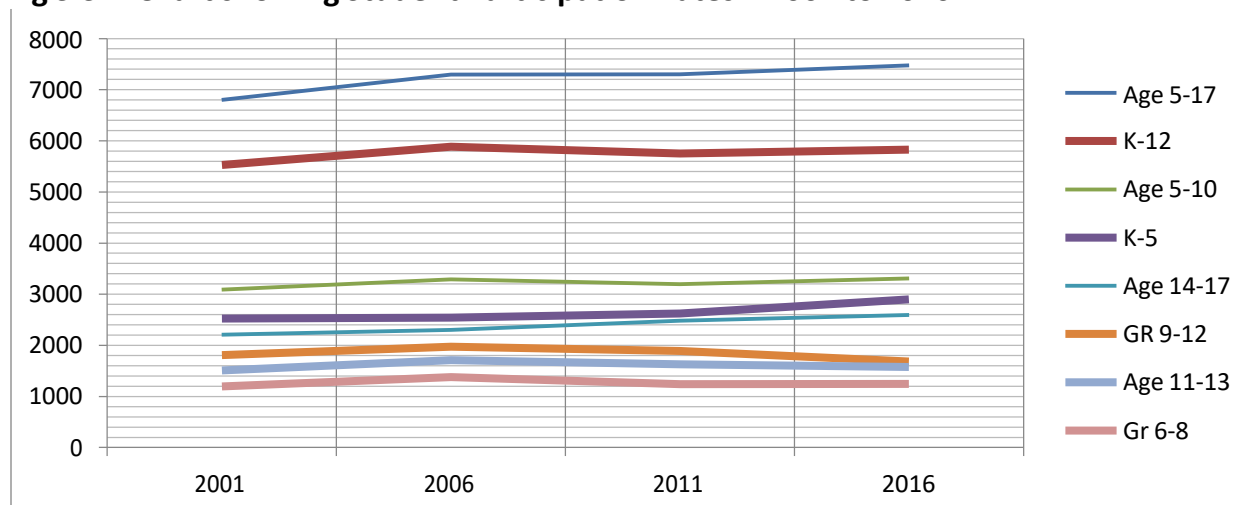


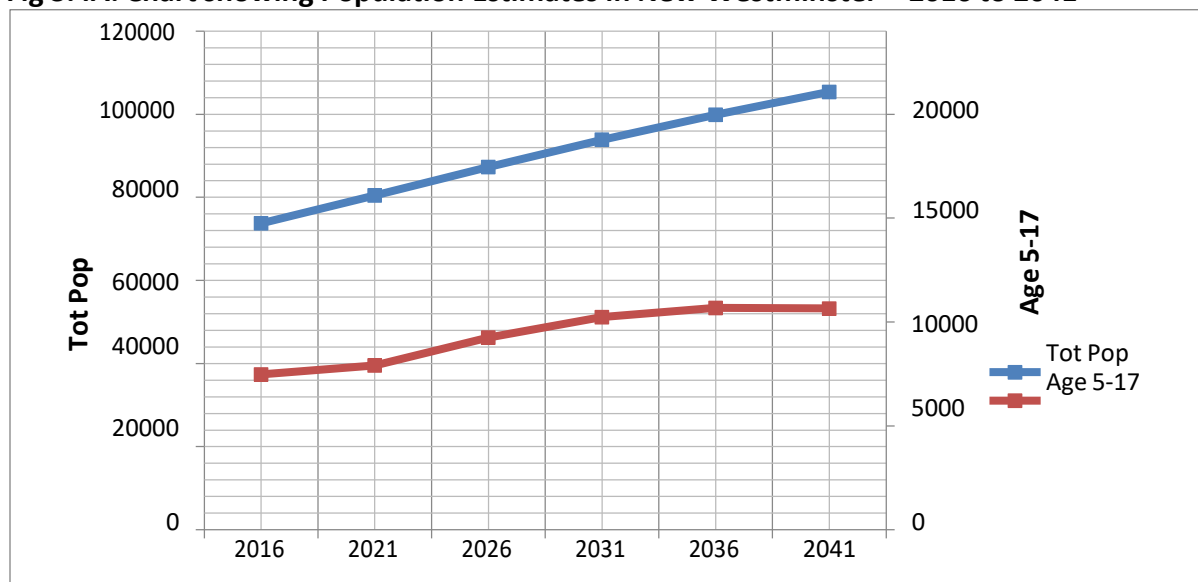
Fig 3.3B: Table showing Student Participation Rates – 2001 to 2016

	2001	2006	2011	2016
K-5 Participation Rate	81.72%	77.25%	82.10%	87.60%
G 6-8 Participation Rate	79.24%	80.53%	76.10%	79.05%
G 9-12 Participation Rate	82.09%	85.63%	76.09%	64.84%
K-12 Participation Rate	81.29%	80.66%	78.72%	77.90%

3.4 POPULATION GROWTH TO 2041

The projection for the future population in the School District relied on a review of estimates from BC Stats and BC Ministry of Citizens' Services, using a model known as P.E.O.P.L.E. (Population Extrapolation for Organization Planning with Less Error) released in August 2016.

As a cursory check, the additional population estimates can be compared with the total number of new residents estimated from additional housing to be developed in New Westminster by multiplying the number of new units by the average household size.

Fig 3.4A: Chart showing Population Estimates in New Westminster – 2016 to 2041**Fig 3.4B: Table showing Population Estimates in New Westminster – 2016 to 2041**

	2016	2021	2026	2031	2036	2041
Total Pop	73771	80467	87314	93872	99900	105374
Age 5-17	7478	7911	9252	10236	10680	10649
% of Total pop	10.14%	9.83%	10.60%	10.90%	10.69%	10.11%

Source: (BC Stats P.E.O.P.L.E. 2016)

According to BCStats, the total population is expected to grow from 73,771 in 2016 to over 105,374 by 2041, an increase of 42.8%. The age 5-17 population is expected to grow by more than 3,100 to over 10,600 by 2041.

Some of the past trends that are useful in developing assumptions to be used for estimating the enrolment projections will include:

- age 5-17 population as a percentage of the total population, and
- participation rates of student at the elementary, middle and secondary school levels.

4. ENROLMENT PROJECTION

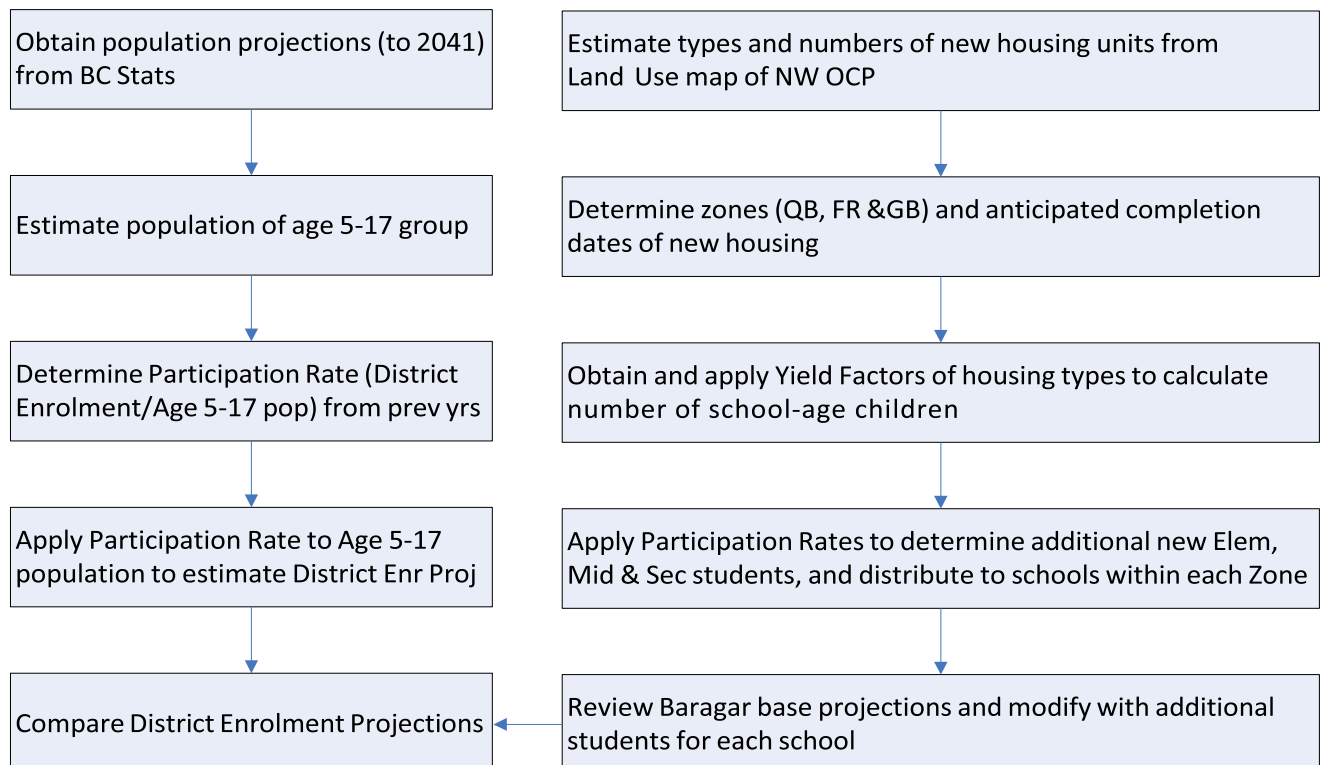
4.1 ENROLMENT PROJECTION METHODOLOGY

The total enrolment projections for the District can be obtained from BCStats data by applying an assumed Participation Rate to the estimated age 5-17 population projections. The enrolment projections by school are impacted by new housing developments, their locations by catchment area, types and yield of students, and anticipated dates for occupancy.

The process for development of the enrolment projections is summarized below:

- Estimate age 5-17 population from BCStats data
- Apply Participation Rate (assumed from trend of previous years) to obtain total the enrolment projections for the District
- Estimate types and numbers of new housing units from Land Use map of NW OCP
- Determine their locations (catchments) and anticipated completion dates
- Obtain and apply Yield Factors of housing types to calculate number of age 5-17
- Apply Participation Rates to obtain number of additional students attending elementary, middle and secondary schools, and distribute to schools within each Zone
- Review Baragar base projections and modify with additional students for each school

Fig 4.1A: Process for Development of Enrolment Projection



4.2 NEW HOUSING UNITS FOR POPULATION GROWTH

A quick method to calculate the number of new housing units required for the additional population in 2041 is to divide the increased population number by the average household size:

Locations and types of new housing units can generally be obtained from a review of the OCP and the Land Use Designation map. The number of units from each development can be calculated by an estimate of the density, and dividing the allowable floor space by the average unit type area.

Occupancy dates of new housing developments were estimated by the application status of current major projects, major projects from future planning studies and policies, or averaged out over the next 25 years. Major projects included:

- Downtown, various residential projects
- Brewery District
- 100 Braid Street
- Sapperton Green
- 22nd St Skytrain Station FTDA
- Lower 12th Street

The number of units sorted by types and zones are provided in the following table:

Fig 4.2A: Table showing New Housing Units sorted by Zone

		Queensborough	Fraser River	Glenbrook
2016-2021	Ground-Oriented	355	78	87
	Apartment	265	1610	1100
	Secondary Suite	95	30	60
2021-2026	Ground-Oriented	260	68	82
	Apartment	195	1615	350
	Secondary Suite	65	24	50
2026-2031	Ground-Oriented	260	68	122
	Apartment	195	1615	700
	Secondary Suite	65	24	50
2031-2036	Ground-Oriented	165	57	118
	Apartment	125	1525	700
	Secondary Suite	65	24	50
2036-2041	Ground-Oriented	165	57	118
	Apartment	125	1525	700
	Secondary Suite	65	24	50
2016-2041	Ground-Oriented	1205	328	527
	Apartment	905	7890	3550
	Secondary Suite	355	126	260

4.3 STUDENTS FROM NEW HOUSING DEVELOPMENTS

The number of students that are expected to be generated by new residential developments relies on the Yield Rates of the housing type. This is calculated by dividing the number of age 5-17 population residing in a new housing development by the number of units. Yield Rates of ground-oriented units, apartments and secondary suites were thus calculated for elementary, middle and secondary students.

Fig 4.3A: Table showing average Yield Rates

Housing Type	Queensborough			Fraser River & Glenbrook		
	Age 5-9	Age 10-13	Age 14-17	Age 5-10	Age 11-13	Age 14-17
Ground-Oriented	0.17	0.12	0.15	0.204	0.090	0.150
Apartment	0.053	0.030	0.020	0.064	0.023	0.020
Secondary Suite	0.053	0.030	0.020	0.064	0.023	0.020

Ground-oriented units include single-detached dwellings, duplexes and townhomes.

Apartments include both low-rises under four storeys and high-rises more than four storeys.

Secondary suites include self-contained accessory units in single-detached homes and separate infill dwelling units in single-family dwelling zone, where allowable.

These rates were applied to the number of housing units by type to estimate the additional student age population at the elementary, middle and secondary levels for each zone.

Participation Rate

As described in Section 3, student participation rate is the ratio of students enrolled in schools to the age 5-17 population. Participation rates were calculated for the elementary, middle and secondary levels for previous census years, and assumptions made for future years as follows:

- Elementary: 0.90
- Middle: 0.825
- Secondary: 0.725

These rates were then applied to the additional elementary, middle and secondary school age population to arrive at the actual number of additional students from each zone.

Fig 4.3B: Students from New Housing Developments sorted by Zone

	2017-2021			2022-2026			2027-2031			2032-2036			2037-2041		
	E	M	S	E	M	S	E	M	S	E	M	S	E	M	S
QB	70	43	44	51	31	33	51	31	34	34	20	21	34	20	21
FR	105	45	32	129	54	38	149	62	46	162	67	49	162	67	49
GB	84	35	20	37	16	15	65	27	20	64	26	20	64	26	20

Elementary students were distributed to their respective catchment areas based on location and size of new housing developments.

Fig 4.3C: Students from New Housing Developments sorted by School Catchment

	2017-2021	2022-2026	2017-2031	2032-2036	2037-2041
Queen Elizabeth	70	51	51	34	34
Queensborough	43	31	31	20	20
École Qayqayt	74	73	73	67	67
Connaught Heights	5	17	26	34	34
École Lord Tweedsmuir	9	9	9	9	9
Lord Kelvin	18	30	41	52	52
Fraser River	45	54	62	67	67
École Herbert Spencer	10	9	15	14	14
FW Howay	3	2	4	4	4
Richard McBride	71	26	46	46	46
Glenbrook	35	16	27	26	26
New Westminster	96	86	100	90	90

These numbers were then adjusted for attendance at Montessori and French Immersion programs, as well as average cross-boundary percentages from previous years, and the phasing out of the enrolment of out-of-district students.

4.4 ENROLMENT PROJECTIONS TO 2041

Enrolment projections provide the estimated number of students at each school for future years, assuming no change in grade configuration and similar level of cross-boundary mobility. By comparison with the capacity of the school, a shortfall or surplus of spaces is determined.

The enrolment projections reflect the “headcount” of students receiving classroom instructions in the 12 schools of the District. As previously stated, they do not include students enrolled in the following programs offered by the District and funded by the Ministry:

- Royal City Alternate Program
- POWER Alternate Secondary School
- The Home Learners Program
- Island Discovery Learning Community
- Pearson Adult Learning Centre
- Virtual School BC Online Learning

Enrolment projections are useful to both the District and the Ministry to develop:

- A strategic plan for the expansion of school facilities to meet additional spaces required
- Budgetary requirements for capital project funding applications to the Ministry
- District Growth Plan for required additional staff resources

The methodology of enrolment projections took account of the historical retention rates and other trends and data gleaned from the Baragar Systems, and developed for each school by incorporating the additional students estimated from the future housing developments.

Fig 4.4A: Enrolment Projections to 2041

	2017	2021	2026	2031	2036	2041
Queen Elizabeth	418	459	495	523	541	558
Queensborough	282	340	390	425	443	460
École Qayqayt	493	545	615	685	745	803
Connaught Heights	164	180	190	226	260	299
École Lord Tweedsmuir	347	370	383	396	409	422
Lord Kelvin	419	447	497	547	597	645
Fraser River	472	506	561	618	688	758
École Herbert Spencer	463	491	512	536	560	584
FW Howay	127	133	138	142	146	150
Richard McBride	433	499	526	576	625	674
Glenbrook	619	645	661	686	711	735
New Westminster	1737	1797	1877	1967	2055	2150
DISTRICT	5974	6412	6845	7327	7780	8238

District enrolment is expected to grow from 5,974 in 2017 to 8,238 by 2041, a growth of about 37.94%. The largest growth will be in the Fraser River zone, which will see many large residential developments in the Downtown area, and other medium size projects at the 22nd Street Station and the Lower 12th Street area.

Glenbrook zone will also see some large residential developments at 100 Braid, the Brewery District and Sapperton Green. Queensborough, without any major projects, will be seeing fast steady growth to 2031, and slowing down thereafter.

Fig 4.4B: Enrolment Projections of Elementary and Middle Students by Zones

	2017	2021	2026	2031	2036	2041
Queensborough	700	799	885	948	984	1018
Fraser River	1895	2048	2246	2472	2699	2927
Glenbrook	1642	1768	1837	1940	2042	2143

Fig 4.4C: Increase of Elementary and Middle Students by Zones

	2017-2021	2022-2026	2027-2031	2032-2036	2037-2041	2017-2041
Queensborough	99	86	63	36	34	318
Fraser River	153	198	226	227	228	1032
Glenbrook	126	69	103	102	101	501

5. CAPACITY UTILIZATION & SPACE NEEDS

5.1 OVERVIEW

The Ministry published in the 2016/17 Capital Plan Instructions, guidelines for Optimal Space Utilization to minimize the costs of construction, operation and maintenance from inefficient facility use based on District Utilization. The District Utilization is an assessment of how efficiently capital assets are used by the school district. It is calculated as follows:

$$\frac{\text{District Enrolment}}{\text{Operating Capacity}} \times 100\% = \text{District Utilization}$$

In addition, for projects to be considered for capital funding, each school district has to demonstrate optimization of space within the school district and/or the family of schools within reasonable proximity.

5.2 DISTRICT AVERAGE CAPACITY UTILIZATION

From Section 2, the Operating Capacity for the schools was established as follows:

Fig 5.2A: Table showing Operating Capacity of Schools

	Operating Capacity
Connaught Heights (K-5)	155
FW Howay (K-5)	151
École Herbert Spencer (K-5)	460
Lord Kelvin (K-5)	419
École Lord Tweedsmuir (K-5)	400
École Qayqayt (K-5)	502
Queen Elizabeth (K-4)	293
*Richard McBride (K-5)	*487
Fraser River Middle (6-8)	500
Glenbrook Middle (6-8)	575
Queensborough Middle (5-8)	375
New Westminster Secondary (9-12)	*1900
District Total	6217

* New replacement operating capacity

Based on the operating capacities and the enrolment projections, the Capacity Utilization rates for 2016 to 2041 in 5-year intervals are calculated as follows:

Fig 5.2B: Table showing Capacity Utilization of District

		2016	2021	2026	2031	2036	2041
Elem (Op Cap 2867)	Enr	2840	3124	3356	3631	3883	4135
	Cap Util	99.1%	109.0%	117.1%	126.5%	135.4%	144.2%
Middle (Op Cap 1450)	Enr	1306	1491	1612	1729	1842	1953
	Cap Util	90.1%	102.8%	111.2%	119.2%	127.0%	134.7%
Sec (Op Cap 1900)	Enr	1707	1797	1877	1967	2055	2150
	Cap Util	89.8%	94.6%	98.8%	103.5%	108.2%	113.2%
District (Op Cap 6217)	Enr	5853	6412	6845	7327	7780	8238
	Cap Util	94.1%	103.1%	110.1%	117.9%	125.1%	132.5%

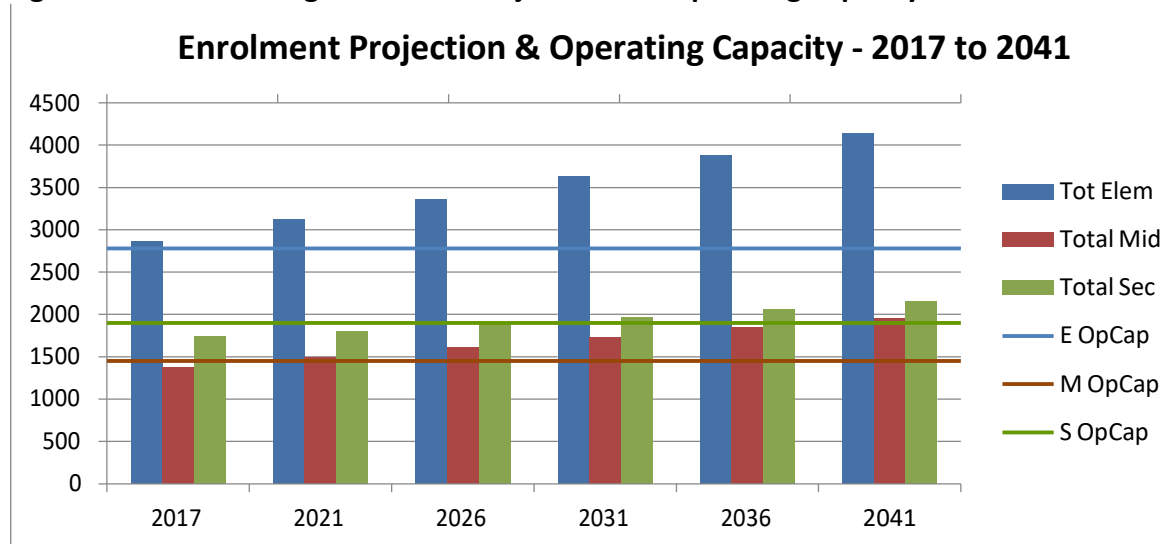
The School District will be reaching 100% capacity utilization by 2019, and without any new expansion, will be reaching 110.1% by 2026 and 132.5% by 2041, equivalent to a shortfall of 2,021 spaces.

5.3 SPACE SHORTFALL

Fig 5.3B: Table showing Shortfall of Spaces – District by Elementary/Middle/Secondary

	2017	2021	2026	2031	2036	2041
Elementary	-3	257	489	764	1016	1268
Middle	-77	41	162	279	392	503
Secondary	-163	-103	-23	67	155	250
DISTRICT	-243	195	628	1110	1563	2021

Fig 5.3C: Chart showing Enrolment Projection and Operating Capacity – District



Space Shortfall within District

- Total enrolment in schools expected to increase from 5,974 in 2017 to 8,238 by 2041, an increase of 2,264 students and a shortfall of 2,021 spaces, based on an total operating capacity of 6,217 for the District
- District-wide, elementary schools have already reached capacity; middle schools will reach capacity by 2020 and the secondary school by 2027
- Some schools are already over capacity while others are under

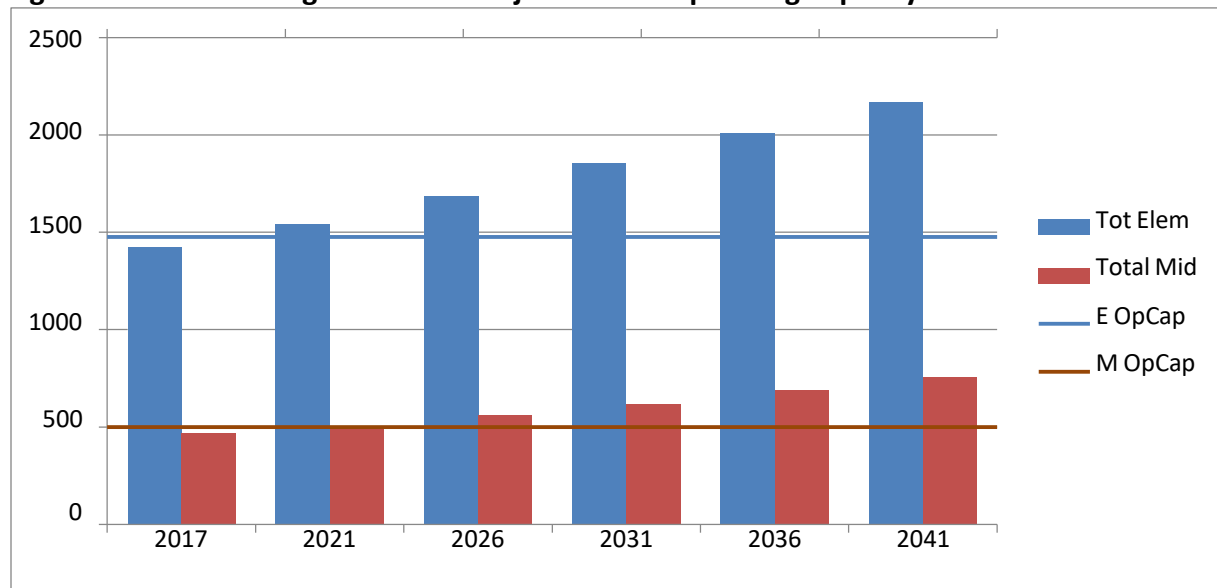
Space Shortfall by Zone

Fig 5.3D: Chart showing Enrolment Projection and Operating Capacity– Queensborough Zone



Fig 5.3E: Table showing Enrolment Projection and Capacity Utilization – Queensborough Zone

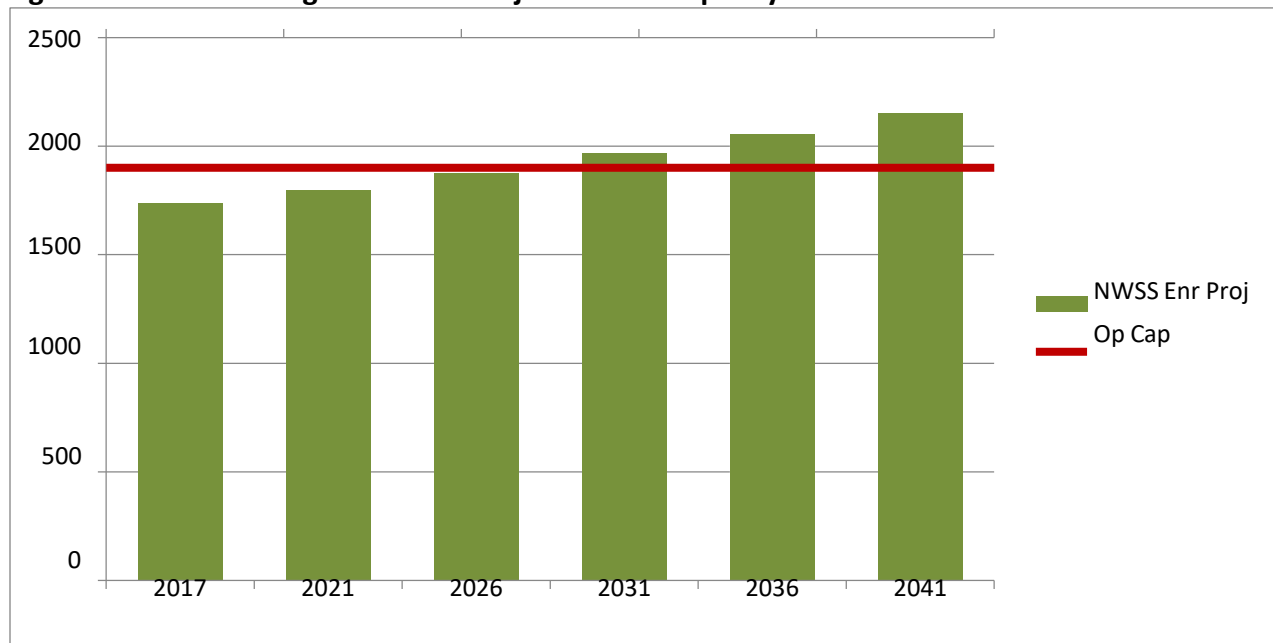
	2017	2021	2026	2031	2036	2041
QE Enr Proj	418	459	495	523	541	558
<i>Surplus/Shortfall</i>	125	166	202	230	248	265
<i>Capacity Utilization</i>	142.7%	156.7%	168.9%	178.5%	184.6%	190.4%
QB Enr Proj	282	340	390	425	443	460
<i>Surplus/Shortfall</i>	-93	-35	15	50	68	85
<i>Capacity Utilization</i>	75.2%	90.7%	104.0%	113.3%	118.1%	122.7%
QB Zone Enr Proj	700	799	885	948	984	1018
<i>Surplus/Shortfall</i>	12	111	197	260	296	330
<i>Capacity Utilization</i>	101.7%	116.1%	128.6%	137.8%	143.0%	148.0%

Fig 5.3F: Chart showing Enrolment Projection and Operating Capacity – Fraser River Zone**Fig 5.3G: Table showing Enrolment Projection and Capacity Utilization – Fraser River Zone**

	2017	2021	2026	2031	2036	2041
QQ Enr Proj	493	545	615	685	745	803
Surplus/Shortfall	-9	43	113	183	243	301
Capacity Utilization	98.2%	108.6%	122.5%	136.5%	148.4%	160.0%
CH Enr Proj	164	180	190	226	260	299
Surplus/Shortfall	9	25	35	71	105	144
Capacity Utilization	105.8%	116.1%	122.6%	145.8%	167.7%	192.9%
LT Enr Proj	347	370	383	396	409	422
Surplus/Shortfall	-53	-30	-17	-4	9	22
Capacity Utilization	86.8%	92.5%	95.8%	99.0%	102.3%	105.5%
LK Enr Proj	419	447	497	547	597	645
Surplus/Shortfall	0	28	78	128	178	226
Capacity Utilization	100.0%	106.7%	118.6%	130.5%	142.5%	153.9%
Tot Elem	1423	1542	1685	1854	2011	2169
Surplus/Shortfall	-53	66	209	378	535	693
Capacity Utilization	96.4%	104.5%	114.2%	125.6%	136.2%	147.0%
FR Enr Proj	472	506	561	618	688	758
Surplus/Shortfall	-28	6	61	118	188	258
Capacity Utilization	94.4%	101.2%	112.2%	123.6%	137.6%	151.6%
FR Zone Enr Proj	1895	2048	2246	2472	2699	2927
Surplus/Shortfall	-81	72	270	496	723	951
Capacity Utilization	95.9%	103.6%	113.7%	125.1%	136.6%	148.1%

Fig 5.3H: Chart showing Enrolment Projection and Operating Capacity– Glenbrook Zone**Fig 5.3J: Table showing Enrolment Projection and Capacity Utilization – Glenbrook Zone**

	2017	2021	2026	2031	2036	2041
HS Enr Proj	463	491	512	536	560	584
<i>Surplus/Shortfall</i>	3	31	52	76	100	124
<i>Capacity Utilization</i>	100.7%	106.7%	111.3%	116.5%	121.7%	127.0%
FWH Enr Proj	127	133	138	142	146	150
<i>Surplus/Shortfall</i>	-24	-18	-13	-9	-5	-1
<i>Capacity Utilization</i>	84.1%	88.1%	91.4%	94.0%	96.7%	99.3%
RM Enr Proj	433	499	526	576	625	674
<i>Surplus/Shortfall</i>	-54	12	39	89	138	187
<i>Capacity Utilization</i>	88.9%	102.5%	108.0%	118.3%	128.3%	138.4%
Tot Elem Enr Proj	1023	1123	1176	1254	1331	1408
<i>Surplus/Shortfall</i>	-75	25	78	156	233	310
<i>Capacity Utilization</i>	93.2%	102.3%	107.1%	114.2%	121.2%	128.2%
GB Enr Proj	619	645	661	686	711	735
<i>Surplus/Shortfall</i>	44	70	86	111	136	160
<i>Capacity Utilization</i>	107.7%	112.2%	115.0%	119.3%	123.7%	127.8%
GB Zone Enr Proj	1642	1768	1837	1940	2042	2143
<i>Surplus/Shortfall</i>	-31	95	164	267	369	470
<i>Capacity Utilization</i>	98.1%	105.7%	109.8%	116.0%	122.1%	128.1%

Fig 5.3K: Chart showing Enrolment Projection and Capacity Utilization – NWSS**Fig 5.3L: Table showing Enrolment Projection and Operating Capacity – NWSS**

	2017	2021	2026	2031	2036	2041
NWSS (G9-12) Enr Proj	1737	1797	1877	1967	2055	2150
<i>Surplus/Shortfall</i>	-163	-103	-23	67	155	250
<i>Capacity Utilization</i>	91.4%	94.6%	98.8%	103.5%	108.2%	113.2%

6. OPTIONS & ISSUES

6.1 OPTIONS FOR ELEMENTARY AND MIDDLE SCHOOLS

Options for expansion included:

- Addition to schools based on growth in catchment areas - Scenario A
- Addition to QE and QB; small modular additions and new school sites - Scenario B
- K-5/6-8 co-location on site – Scenario C
- K-7 grade re-configuration – Scenario D

SCENARIO A:

- Existing grade configuration to be maintained
- Addition of varying size at schools where required

Fig 6.1A: Chart showing additional spaces required at each school

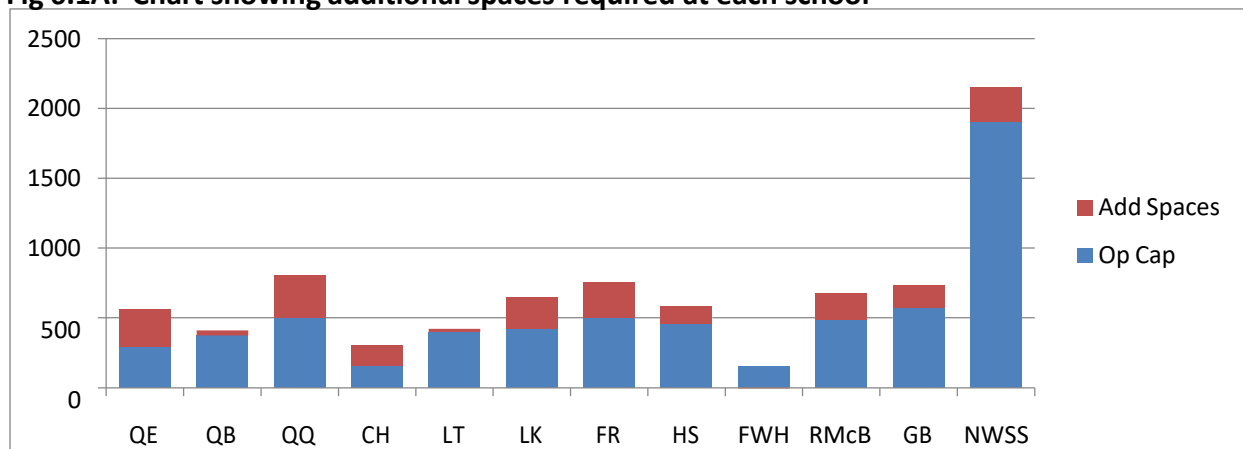
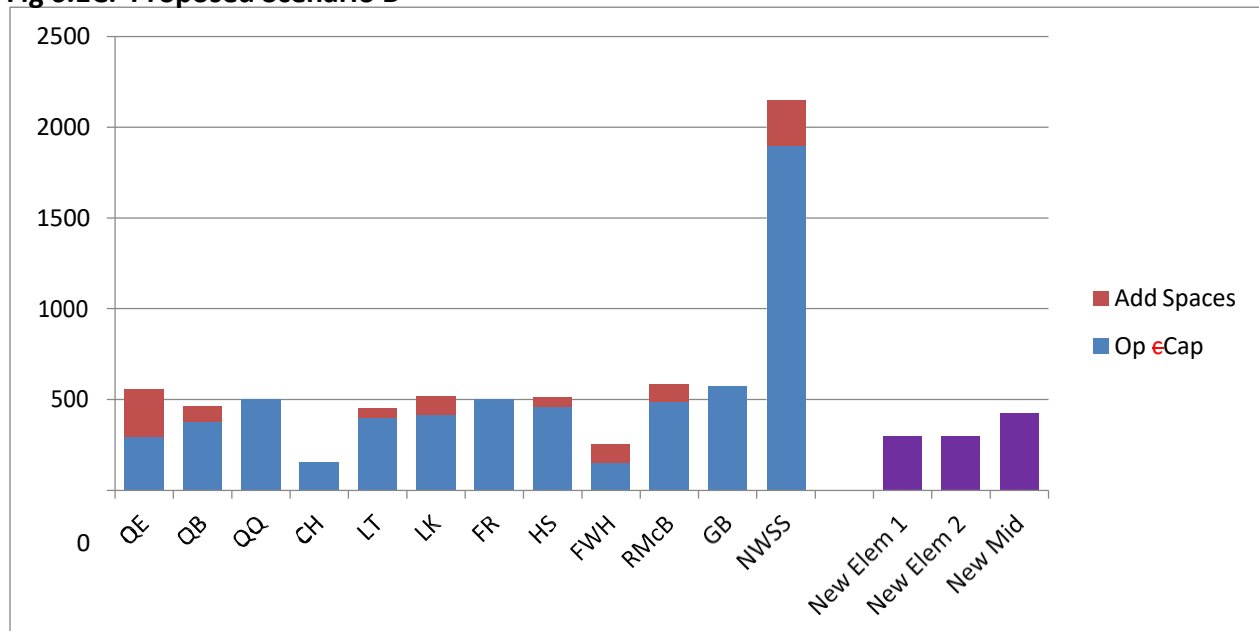


Fig 6.1B: Table showing additional students and spaces required at each school

	Operating Capacity	Enr Proj - 2017	Enr Proj - 2041	Additional Enrolment	Additional Spaces
Queen Elizabeth	293	418	558	148	265
Queensborough	375	282	460	202	85
École Qayqayt	502	493	803	320	301
Connaught Heights	155	164	299	123	144
École Lord Tweedsmuir	400	347	422	57	22
Lord Kelvin	419	419	645	288	226
Fraser River	500	472	758	317	258
École Herbert Spencer	460	463	584	99	124
F.W. Howay	151	127	150	17	-1
Richard McBride	487	433	674	243	187
Glenbrook	575	619	735	128	160
New Westminster	1900	1737	2150	443	250
District Total	6217	5974	8238	2385	2021

SCENARIO B:

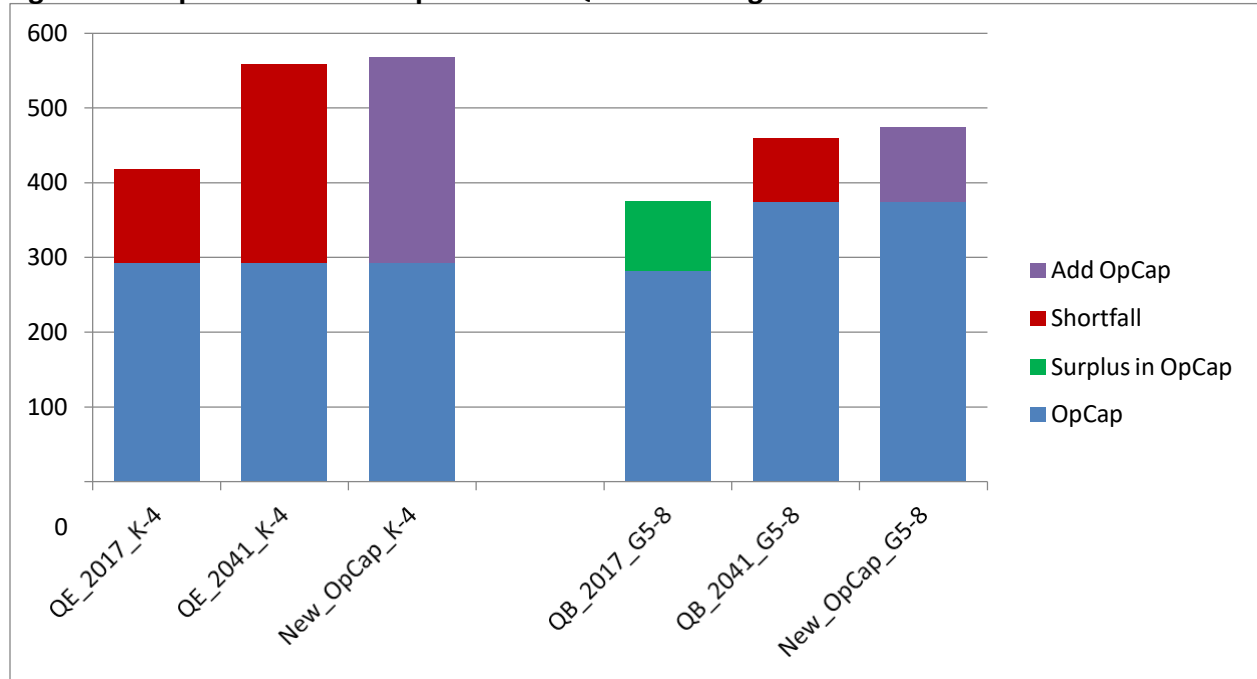
- Existing grade configuration to be maintained
- Addition at Queen Elizabeth and Queensborough; small addition with modulars to other elementary and middle schools where adequate open space can be maintained
- New sites for up to two new elementary schools and one new middle school
- Addition of 250 secondary school spaces dependent on review of future land use at the secondary school site

Fig 6.1C: Proposed Scenario B**Proposed Implementation:**

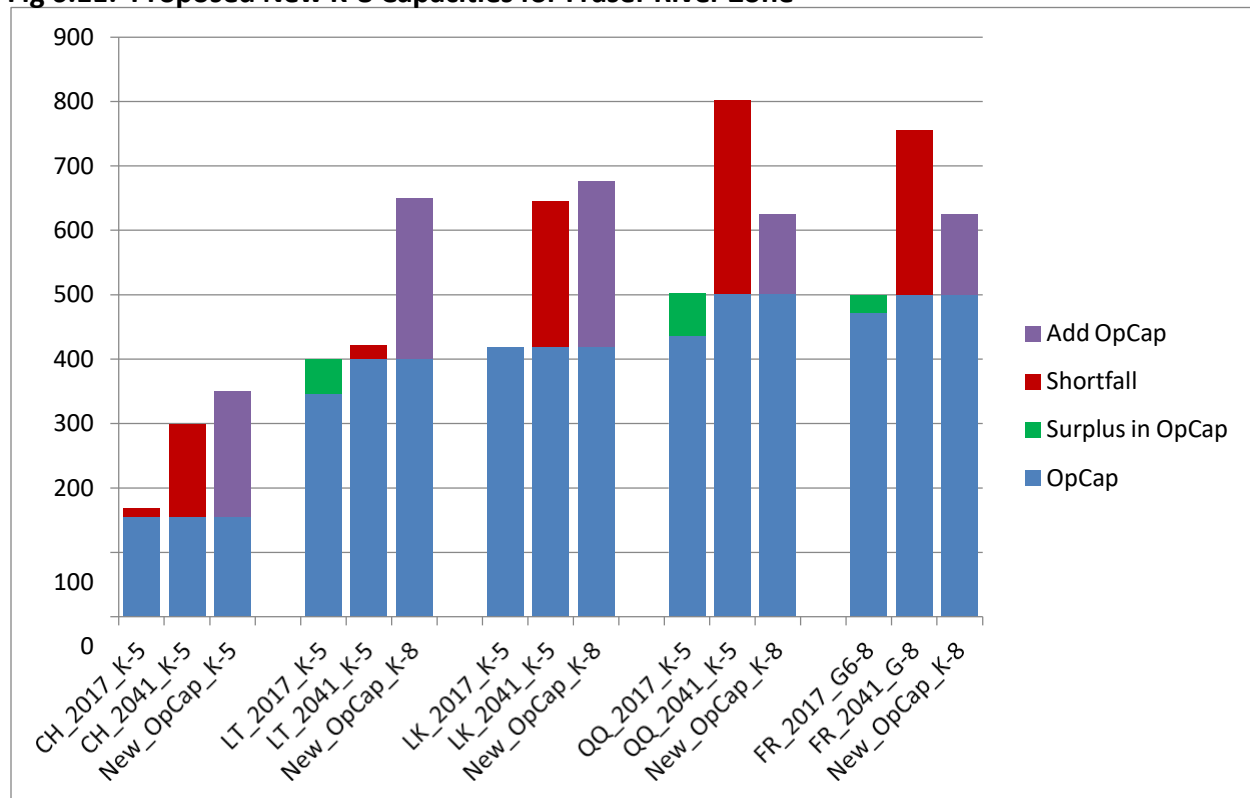
- Addition of minimum 265 spaces to Queen Elizabeth and 85 spaces to Queensborough
- Remaining 1,003 elementary students to be accommodated with addition of modulars and up to two new elementary schools on two new sites
- Remaining 418 middle school students to be accommodated at new middle school at 3rd new site
- Redistricting to provide catchments for new elementary schools and new zone for new middle school
- Addition of 250 secondary school spaces dependent on review of future land use at the secondary school site

SCENARIO C:

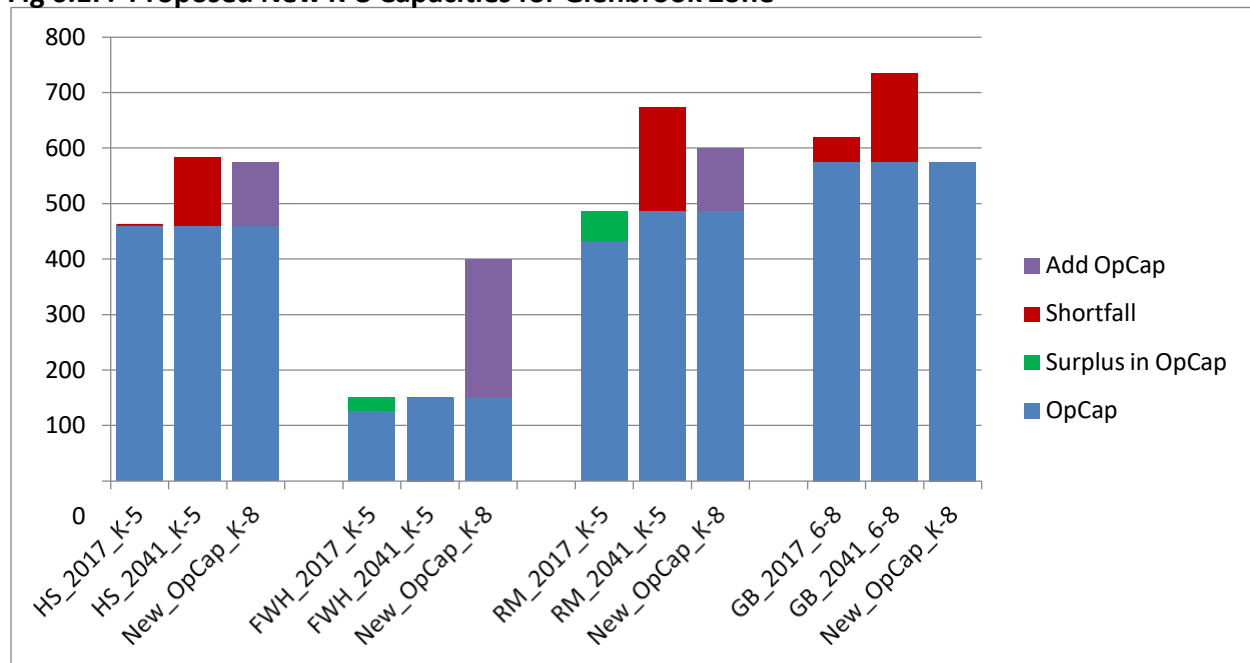
- Co-location of K-5/6-8 on same site
- No additional site required

Fig 6.1D: Proposed New K-8 Capacities for Queensborough Zone**Proposed Implementation:**

- Up to 350 additional elementary and middle school spaces required by 2041
- Queen Elizabeth and Queensborough considered one site
- Capacity of Queen Elizabeth increased to 550-575
- Capacity Queensborough increased to 450-475
- Reorganization of Queen Elizabeth to K-3 and Queensborough to G4-8; then capacity of Queensborough can be increased to 450- 475, and Queensborough to 550-575

Fig 6.1E: Proposed New K-8 Capacities for Fraser River Zone**Proposed Implementation:**

- 950 additional spaces required by 2041
- Connaught Heights increased to 350 (increase of students from future developments near 22nd St Station)
- Connaught Heights maintained as K-5 (G6-8 students from Connaught Heights catchment to attend LT)
- Capacity of Lord Tweedsmuir increased to 650
- Capacity of Lord Kelvin increased to 675 (increase of students from Lower 12th Ave)
- Capacity of Qayqayt increased to 625 (increase of students from Downtown)
- Capacity of Fraser River increased to 625 (increase of students from Downtown)
- Catchment area for Qayqayt increased
- Catchment boundaries between Lord Kelvin and Lord Tweedsmuir adjusted

Fig 6.1F: Proposed New K-8 Capacities for Glenbrook Zone

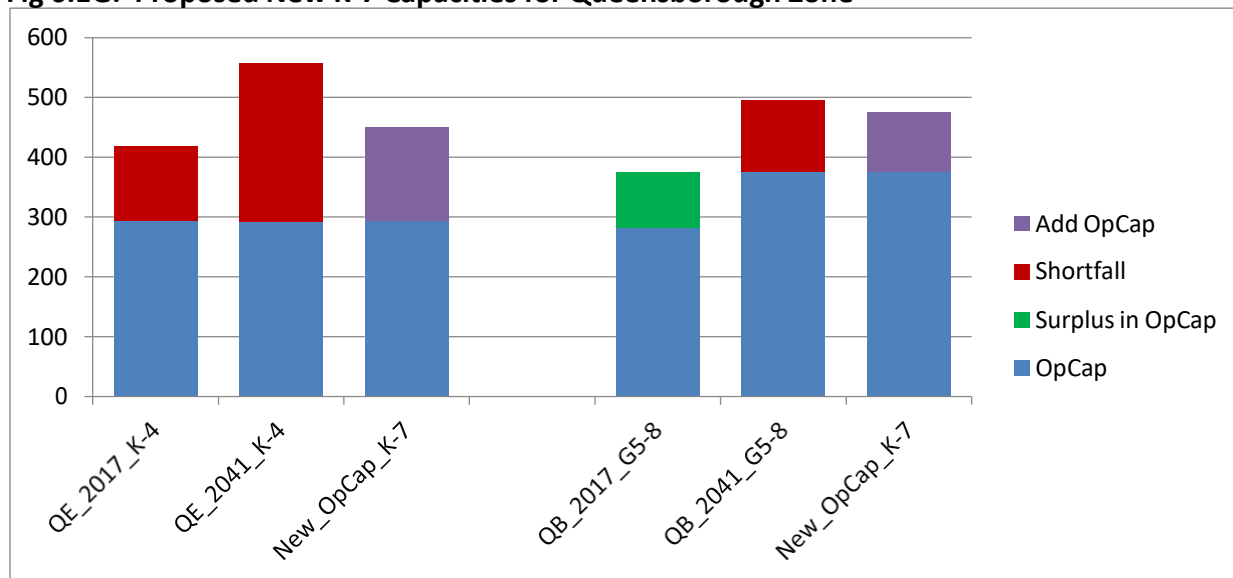
* new operating capacity used for RM

Proposed Implementation:

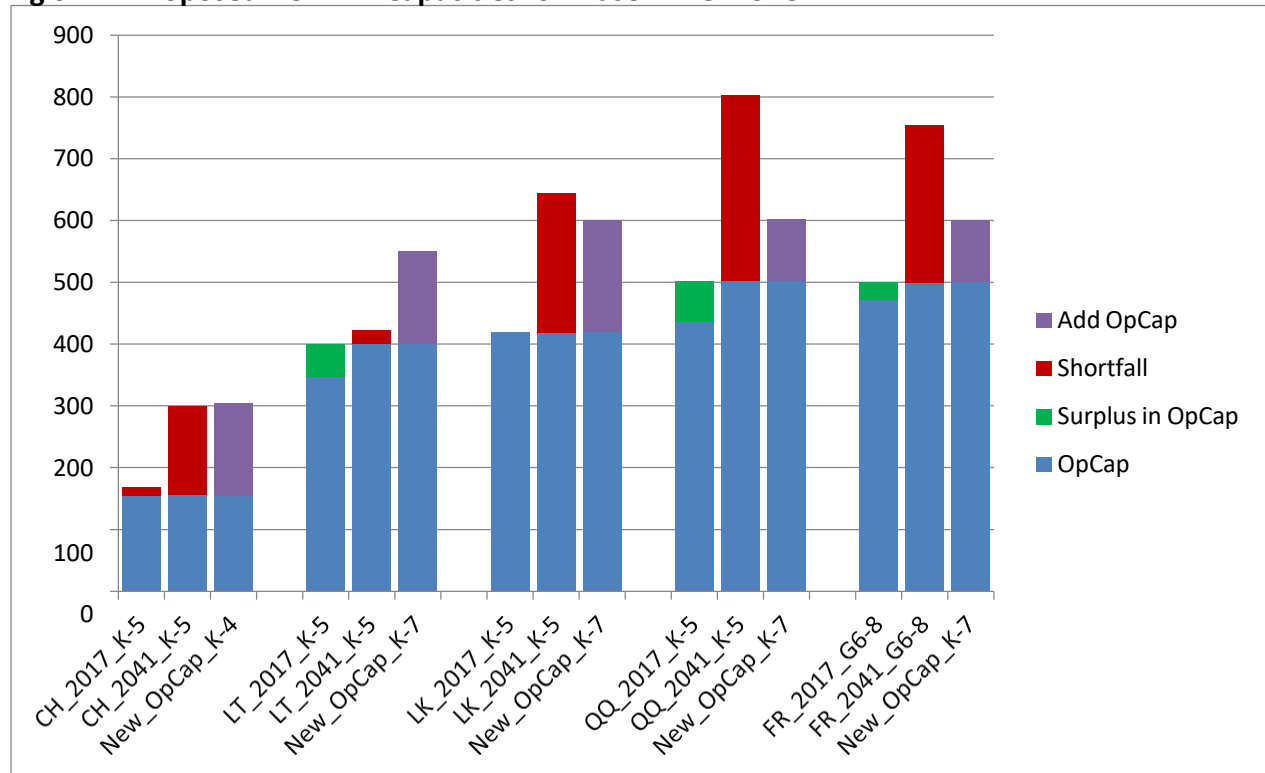
- 475 additional spaces required by 2041
- Capacity of Herbert Spencer can be increased to 575
- Capacity of FW Howay can be increased to 400
- Catchment area of FW Howay enlarged
- Catchment areas of Herbert Spencer and Richard McBride can be reduced
- Capacity of Richard McBride can be increased to 600, due to large increase of students from Brewery District, 100 Braid and Sapperton Green
- Glenbrook maintained at same capacity, as there is no allowable additional floor space
- Potential annex of capacity 200 at Hume Park site, with acquisition of neighbouring site

SCENARIO D:

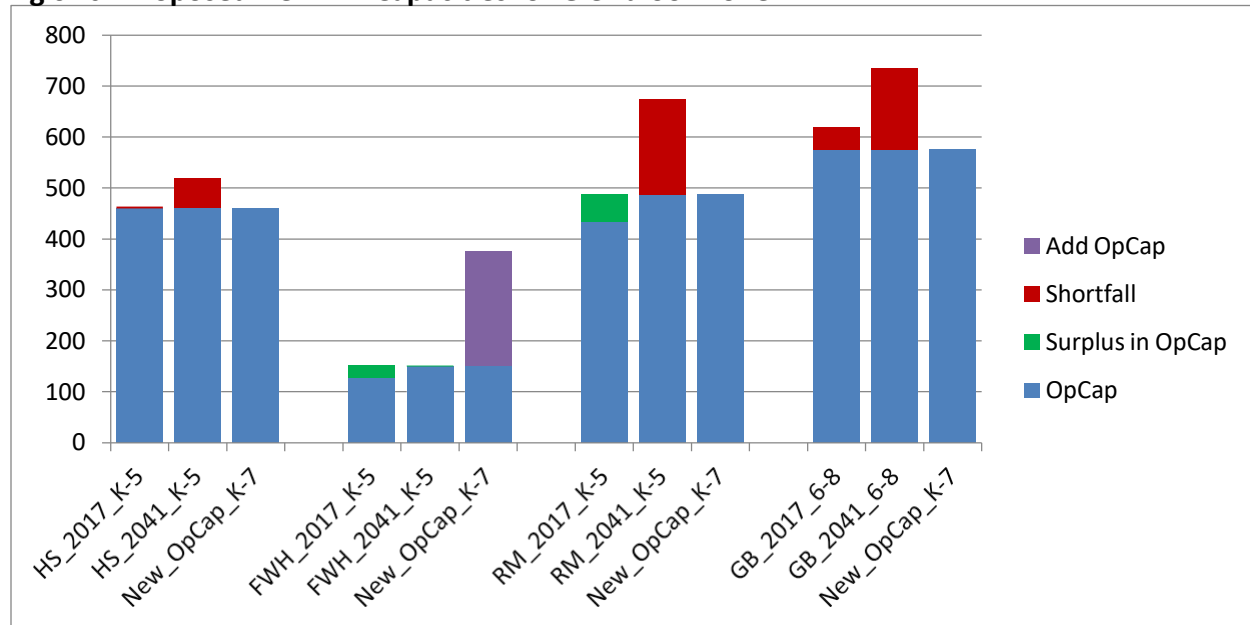
- Reconfigure elementary and middle schools to K-7 and the secondary school to Grade 8-12
- No additional site required
- Approximately 600 less spaces required for Grade 8 students, who are to be part of Grade 8-12 secondary school

Fig 6.1G: Proposed New K-7 Capacities for Queensborough Zone**Proposed Implementation:**

- 250 additional spaces required by 2041
- Queen Elizabeth expanded to 450 capacity for K-7
- Queensborough expanded to 475 capacity for K-7

Fig 6.1H: Proposed New K-7 Capacities for Fraser River Zone**Proposed Implementation:**

- 700 additional spaces required by 2041
- Connaught Heights increased to 300 as K-4 annex (Grade 5-7 students from Connaught Heights catchment to attend LT)
- Increase in capacity of Lord Tweedsmuir to 550
- Increase in capacity of Lord Kelvin to 600 (increase of students from Lower 12th Ave)
- Increase in capacity of Qayqayt to 600 (increase of students from Downtown)
- Increase in capacity of Fraser River to 600 (increase of students from Downtown)
- Minor adjustment of catchment boundaries between Lord Kelvin and Lord Tweedsmuir

Fig 6.1J: Proposed New K-7 Capacities for Glenbrook Zone

* new operating capacity used for RM

Proposed Implementation:

- 225 additional spaces required by 2041
- No change in capacity at Herbert Spencer
- Capacity of FW Howay increased to 375
- Catchment area of FW Howay enlarged
- Catchment areas of Herbert Spencer and Richard McBride reduced
- No change in capacity at Richard McBride
- Glenbrook maintained at same capacity (no allowable additional floor space)
- Potential annex of capacity 200 at Hume Park site, with acquisition of neighbouring site

6.2 OPTIONS FOR EXPANSION OF SECONDARY SCHOOL

G9-12 Option - addition of 250:

- On-site at NWSS; dependent on review of future land use at the secondary school site;
- “Satellite urban” program in commercial podium of new Downtown residential development.

G8-12 Option - addition of 850:

- On-site at NWSS; dependent on review of future land use at the secondary school site;
- New site for separate small secondary school of capacity 850.

6.3 MAJOR ISSUES

The School District will be growing in enrolment from 5,974 in 2016 to 8,238 in 2041, an increase of 2,264 students, reaching a capacity utilization of 132.5%. The number of additional new spaces required to bring it to maintain 100% capacity utilization is 2,021, (2041 Enrolment minus Operating Capacity).

The major issues emerging from the Options for expansion of schools to accommodate growth of student enrolment of over 2,385 from 2016 to 2041 include:

1. Maximum capacity of schools / Grade reconfiguration
 - Pros and cons of large schools affecting educational quality
 - Reduction of available open space on site
 - Potential traffic congestion in neighbourhood
2. New Sites for Schools
 - Lack of adequate large sites in residential areas for schools
 - Feasibility of further development potential at NWSS site
 - Feasibility of compact sites in urban settings for schools through density bonusing of residential developments, and co-located with residential developments
 - SSAC, financing and timeframe
3. Options for Secondary School Expansion
 - On-site
 - New site
4. Early development of a Building Program for the strategic implementation of expansion to relieve pressure of additional students at schools with minimal use of portables at schools

It is highly recommended that the School District work in close co-ordination and co-operation with the Planning Department of the City of New Westminster to:

- share information on planning enquiries, applications and permit approvals for new housing to form an accurate basis for the following year's enrolment projection,
- identify potential new school sites and protocols for their acquisition, and
- initiate submission of PRFS to Ministry for land acquisition of new school sites, if required.

As market conditions such as affordability, level of interest rates, absorption rate (number of units sold over number of units on market), have a great impact on the timeframe for development, the number of units, location and type, Yield Factors and Participation Rates could be updated with the availability of new Census data to reflect the actual pace of housing development and population growth.

In order to relieve the pressure of additional students at schools with the minimal use of portables, it is also highly recommended that a Building Program be developed early for the timely delivery of new projects, taking account of the duration of time required from project request to approval of capital funds.

7. PREFERRED OPTION

Subsequent to the review by the School Board of the different scenarios proposed to meet the challenges of the increasing enrolment to 2041, members decided on Scenario B as the preferred option.

Scenario B maintains the existing grade configuration of the elementary, middle and secondary schools. It proposes:

- additions to both Queen Elizabeth Elementary and Queensborough Middle;
- small addition of modular buildings to school sites where availability of open space is not compromised;
- requirement of new elementary and middle schools.

7.1 ENROLMENT, CAPACITY UTILIZATION AND SPACE SURPLUS/SHORTFALL TO 2027

The enrolment projection for the next 10 years to 2027 is provided below.

Fig 7A: Enrolment Projections to 2027

	Year 0	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10
	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027
Queen Elizabeth	418	428	439	449	459	468	476	483	490	495	500
Queensborough	282	299	314	327	340	353	363	373	382	390	397
École Qayqayt	493	505	517	531	545	559	573	587	591	615	629
Connaught Heights	164	167	171	175	180	183	186	192	194	200	197
École Lord Tweedsmuir	347	352	358	365	370	372	374	377	380	383	386
Lord Kelvin	419	425	431	437	447	457	467	477	487	497	507
Fraser River	472	488	495	500	506	517	528	539	550	561	572
École Herbert Spencer	463	470	477	484	491	495	499	503	507	512	517
FW Howay	127	128	130	131	133	134	135	136	137	138	139
Richard McBride	433	454	475	487	499	504	509	514	520	526	534
Glenbrook	619	627	635	640	645	658	651	654	657	661	667
New Westminster	1737	1752	1767	1782	1797	1813	1829	1845	1861	1877	1895
DISTRICT	5974	6095	6209	6308	6412	6513	6590	6680	6756	6855	6940

The enrolment for the District is expected to grow by 539 or 9.0% from 5,974 in 2017 to 6,513 by 2022 (Year 5), and by 966, or 16.2% to 6,940 by 2027 (Year 10), broken down as below:

	2022	2027
Elem	308	548
Mid	155	263
Sec	76	158

The Capacity Utilization and space surplus/shortfall is calculated for Year 5 and Year 10 in the tables below.

Fig 7B: Cap Util & Space +/- in Year 5 and Year 10 – Queensborough and Fraser River Zones

		Year 0	Year 5	Year 10
		2017	2022	2027
Queen Elizabeth	<i>enr</i>	418	468	500
	<i>cap util</i>	142.7%	159.7%	170.6%
	<i>space +/-</i>	125	175	207
Queensborough	<i>enr</i>	282	353	397
	<i>cap util</i>	75.2%	94.1%	105.9%
	<i>space +/-</i>	-93	-22	22

École Qayqayt	<i>enr</i>	493	559	629
	<i>cap util</i>	98.2%	111.4%	125.3%
	<i>space +/-</i>	-9	57	127
Connaught Heights	<i>enr</i>	164	183	197
	<i>cap util</i>	105.8%	118.1%	127.1%
	<i>space +/-</i>	9	28	42
École Lord Tweedsmuir	<i>enr</i>	347	372	386
	<i>cap util</i>	86.8%	93.0%	96.5%
	<i>space +/-</i>	-53	-28	-14
Lord Kelvin	<i>enr</i>	419	457	507
	<i>cap util</i>	100.0%	109.1%	121.0%
	<i>space +/-</i>	0	38	88

Elem Sch - Fraser River Zone	<i>enr</i>	1423	1571	1719
	<i>cap util</i>	96.4%	106.4%	116.5%
	<i>space +/-</i>	-53	95	243

Fraser River Middle	<i>enr</i>	472	517	572
	<i>cap util</i>	94.4%	103.4%	114.4%
	<i>space +/-</i>	-28	17	72

Fig 7C: Cap Util & Space +/- in Year 5 and Year 10 – Glenbrook Zone & NWSS

		Year 0	Year 5	Year 10
		2017	2022	2027
École Herbert Spencer	<i>enr</i>	463	495	517
	<i>cap util</i>	100.7%	107.6%	112.4%
	<i>space +/-</i>	3	35	57
FW Howay	<i>enr</i>	127	134	139
	<i>cap util</i>	84.1%	88.7%	92.1%
	<i>space +/-</i>	-24	-17	-12
Richard McBride	<i>enr</i>	433	504	534
	<i>cap util</i>	88.9%	103.5%	109.7%
	<i>space +/-</i>	-54	17	47
Elem Sch - Glenbrook Zone	<i>enr</i>	1023	1133	1190
	<i>cap util</i>	93.2%	103.2%	108.4%
	<i>space +/-</i>	-75	35	92
Glenbrook	<i>enr</i>	619	658	667
	<i>cap util</i>	107.7%	114.4%	116.0%
	<i>space +/-</i>	44	83	92
New Westminster	<i>enr</i>	1737	1813	1895
	<i>cap util</i>	91.4%	95.4%	99.7%
	<i>space +/-</i>	-163	-87	-5
DISTRICT	<i>enr</i>	5974	6513	6940
	<i>cap util</i>	96.1%	104.8%	111.6%
	<i>space +/-</i>	-243	296	723

According to the above calculations, the District in 2017 has not reached 100% capacity utilization. That is expected when the enrolment is expected to reach the full operating capacity of 6,217 by 2019. There will an expected shortfall 296 spaces by 2022, and 723 by 2027.

7.2 RECOMMENDATION FOR IMPLEMENTATION OPTIONS

Queensborough Zone:

- Full addition to Queen Elizabeth Elementary to increase capacity required by 2041 should be considered
- Addition to Queensborough Middle can be considered at a later stage
- No action is required for NWSS as it will still be under full capacity

Fraser River Zone:

- Modularity and portables can be used at the elementary schools which are over capacity as requirements are small, varying from 2-3 at Connaught Heights to 5 at Qayqayt
- Modularity should be used where they are to remain past 2041; otherwise portables should be used until no longer required upon completion of new elementary school
- Portables should be used at the Fraser River Middle until no longer required upon completion of new middle school
- No action is required for NWSS as it will still be under full capacity
- Submit PRFS to Ministry for land acquisition of new school site

Glenbrook Zone:

- Modularity and portables can be used at the elementary schools which are over capacity as requirements are small, varying from 2-3 at Richard McBride and Herbert Spencer
- Modularity should be used where they are to remain past 2041; otherwise portables should be used until no longer required upon completion of new elementary school
- Portables should be used at the Glenbrook Middle until no longer required upon completion of new middle school
- No action is required for NWSS as it will still be under full capacity
- Submit PRFS to Ministry for land acquisition of new school site

Appendix B: Feedback Questionnaire

Long-Range Facilities Review, New Westminster Schools–April 4, 2019

- 1. After analyzing the enrolment, capacity, utilization and condition data, what priorities began to emerge for you?**

- 2. Is there a scenario that was not presented in the review, that should be considered?**

- 3. Do you have any questions about the options presented in the review document or in Cascade's technical document?**



4. What physical space is required to provide quality programming in an alternate or distributed learning setting?

5. Is there anything else you would like the Board of Education to consider before it approves a final Long-Range Facilities Plan?

6. How often should the Board update the community on the data and/or the progress in the Plan?



ADOPTION OF AGENDA – 6:34 pm.

MINUTES FOR APPROVAL – March 12, 2019 & April 9, 2019

CORRESPONDENCE – Received

REPORTS FROM SENIOR MANAGEMENT – Personnel, Legal, Property

Meeting recessed at 7:30 pm

Meeting resumed at 10:25 pm

OTHER BUSINESS – Correspondence

ITEMS TO BE REPORTED OUT AT OPEN MEETING – Nil

NOTICE OF MEETINGS

ADJOURNMENT – 10:33 pm.