



New
Westminister
Schools

**BOARD OF EDUCATION
SCHOOL DISTRICT NO. 40 (NEW WESTMINSTER)**

REGULAR OPEN MEETING OF THE BOARD

Tuesday, December 13, 2016

7:30 pm – School Board Office

811 Ontario Street, New Westminister
(corner of 8th Street and Royal Avenue)

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.

AGENDA

1. ADOPTION OF THE AGENDA

2. APPROVAL OF THE MINUTES

- a) Approval of Minutes from the November 29, 2016 Regular Meeting *Encl Pg 1*
- b) Business Arising from the Minutes

3. DISTRICT PRESENTATIONS

- a) Richard McBride Elementary Choir: High Notes

4. COMMUNITY PRESENTATIONS (10 minutes per presentation)

Must be scheduled in advance through the Office of the Secretary Treasurer.

5. CORRESPONDENCE

- b) BCSTA re Financial Disclosure Act *Encl Pg 7*

6. ANNUAL BOARD REPORT

7. VISITORS

8. BOARD COMMITTEE REPORTS

- a) **Combined Education & Operations Policy and Planning Committee, Dec 6, 2016**
 - i. Comments from the Committee Chair, Trustee Gifford
 - ii. Approval of the December 6, 2016 Combined Education and Operations Policy and Planning Committee Minutes *Encl Pg 10*

Recommendation: THAT the Board of Education of School District No. 40 (New Westminster) approve the minutes from the December 6, 2016 Combined Education and Operations Policy & Planning Committee meeting.

- iii. Queensborough Busing

Recommendation: THAT the Board of Education of School District No. 40 (New Westminster) direct staff, in consultation with relevant stakeholders, to develop a transportation survey for Queensborough to better understand transit challenges and potential solutions for students traveling to New Westminster Secondary School from Queensborough.

9. REPORTS SENIOR MANAGEMENT

- a) SOFI Report

Encl Pg 12

10. OTHER BUSINESS

- a) Field Trip Request

11. TRUSTEE REPORTS

12. QUESTION PERIOD (15 minutes)

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

13. NOTICE OF MEETINGS

Tues, January 03, 2017:	Strategic Direction Setting, 7:30 pm
Tues, January 10, 2017:	Education Policy & Planning Committee Meeting, 7:30 pm
Tues, January 17, 2017:	Operations Policy & Planning Committee, 7:30 pm
Tues, January 31, 2017:	School Board Meeting, 7:30 pm – School Board Office

14. REPORTING OUT FROM IN-CAMERA MEETING

15. ADJOURNMENT

**MINUTES OF THE REGULAR MEETING OF THE
NEW WESTMINSTER BOARD OF EDUCATION
HELD TUESDAY, NOVEMBER 29, 2016 AT 7:30 P.M.
SCHOOL BOARD OFFICE, 800 ONTARIO STREET**

PRESENT: Ms. J. Campbell, Trustee
Mr. C. Cook, Trustee
Mr. M. Ewen, Trustee
Mr. M. Gifford, Acting Vice Chair
Mr. J. Janzen, Trustee
Ms. M. Lalji, Trustee
Ms. K. Slade-Kerr, Acting Chair
Mr. P. Duncan, Superintendent of Schools
Mr. K. Lorenz, Secretary Treasurer
Ms. J. Grant, Associate Superintendent
Ms. B. Basden, Recording Secretary

Acting Chair Slade-Kerr recognized and acknowledged the Qayqayt First Nations, as well as the 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

Moved and Seconded:

2016-170

THAT the Board of Education of School District No. 40 (New Westminster) adopt the agenda for the October 25, 2016 Regular School Board meeting presented.

Carried Unanimously.

2. APPROVAL OF THE MINUTES

a) Board Meeting Minutes for Approval:

Moved and Seconded:

2016-171

THAT the Board of Education of School District No. 40 (New Westminster) approve the minutes from the October 25, November 8 and 22, 2016 Board meetings as a package.

Carried Unanimously.

Moved and Seconded:

2016-172

THAT the Board of Education for School District No. 40 (New Westminster) approve the minutes from the October 25, 2016 Regular Board Meeting and the Special Board Meetings held November 8 and November 22, 2016 as presented.

Carried Unanimously.

b) Business Arising from the Minutes

There was no business arising from the minutes.

3. DISTRICT PRESENTATIONS

The Board enjoyed a video of the École Qayqayt Elementary School "Lip Dub". In attendance to provide context for the presentation was Principal Karen Catherwood, Vice Principal Paul Manville; Music Teacher Allison Penner; and, Grade 5 students: Brianne CruzPenate, Aeron Elcheshen, and Gabriel Junior.

Acting Chair Slade-Kerr vacated the Chair.

4. TRUSTEE ELECTIONS

Elections were held for Trustee positions for the 2017 calendar year.

a) *Election of Board Chair*

Secretary Treasurer Lorenz called for nominations for the position of Board Chair for the 2017 calendar year.

Trustee Janzen nominated Trustee Slade-Kerr as Board Chair for the 2017 calendar year. Trustee Slade-Kerr accepted.

Secretary Treasurer Lorenz called for nominations for the position of Board Chair for the 2017 calendar year a second and third time.

There being no further nominations Trustee Kelly Slade-Kerr was declared Board Chair for the 2017 calendar year by acclamation.

Secretary Treasurer Lorenz turned the Chair over to Chair Elect Slade Kerr.

b) *Election of Board Vice Chair*

Chair Slade-Kerr called for nominations for the position of Board Vice-Chair for the 2017 calendar year.

Trustee Cook nominated Trustee Lalji as Board Vice-Chair for the 2017 calendar year. Trustee Lalji accepted.

Trustee Janzen nominated Trustee Gifford as Board Vice-Chair for the 2017 calendar year. Trustee Gifford accepted.

Chair Slade-Kerr called for nominations for the position of Board Vice-Chair for the 2017 calendar year a second and third time.

There being no further nominations Chair Slade-Kerr called for a vote by secret ballot for the position of Vice-Chair. Superintendent Duncan and Secretary Treasurer Lorenz acted as Scrutineers and collected the ballots

Following tabulation of the votes Trustee Mark Gifford was declared Vice-Chair for the 2017 calendar year.

c) *Appointment of BCSTA Representative*

Trustee James Janzen was appointed as the Board's BCSTA Representative for the 2017 calendar year.

d) *Appointment of BCSTA Alternate*

Trustee Michael Ewen was appointed as the Board's BCSTA Alternate Representative for the 2017 calendar year.

e) Appointment of BCPSEA Representative

Vice Chair Mark Gifford was appointed as the Board's BCPSEA Representative for the 2017 calendar year.

f) Appointment of BCPSEA Alternate

Trustee Mary Lalji was appointed the Board's BCPSEA Alternate Representative for the 2017 calendar year.

g) Motion to Destroy Ballots

Moved and Seconded:

2016-173

THAT the Board of Education of School District No. 40 (New Westminster) direct the Secretary Treasurer to destroy all ballots.

Carried Unanimously.

5. CORRESPONDENCE

The Board received a copy of a letter from MLA Judy Darcy, addressed to Trustee Kelly Slade-Kerr, related to organizing a community dialogue about the issue of childhood sexual abuse.

Moved and Seconded:

2016-174

THAT the Board of Education for School District No. 40 (New Westminster) request the Chair talk to MLA Judy Darcy regarding her correspondence; AND THAT the Chair inform the Board of the discussion.

Carried Unanimously.

6. COMMUNITY PRESENTATIONS

There were no community presentations.

7. VISITORS

The visitors were welcomed and provided the opportunity to address the Board.

8. BOARD COMMITTEE REPORTS

a) Combined Education and Operations Policy & Planning Committee

- i. Committee Chair, Mark Gifford, provided an update from the Combined Education Policy and Planning Committee meeting held November 1, 2016.
- ii. Approval of the November 1, 2016 Education Policy and Planning Committee Minutes.

Moved and Seconded:

2016-175

THAT the Board of Education of School District No. 40 (New Westminster) approve the minutes from the November 1, 2016 Education Policy and Planning Committee meeting as presented.

Carried Unanimously.

b) May Day Task Force

Moved and Seconded:

2016-176

THAT the Board of Education for School District No. 40 (New Westminster) extend the deadline for the May Day Task Force to report back to the Board to June 2017; AND THAT in the meantime the District's annual celebration of May Day remains status quo for 2017.

Carried Unanimously.

c) Operations Policy & Planning Committee

- i. Committee Chair, James Janzen, provided an update from the Operations Policy and Planning Committee meeting held November 22, 2016.
- ii. Approval of the October 11, 2016 Operations Policy and Planning Committee Minutes.

Moved and Seconded:

2016-177

THAT the Board of Education for School District No. 40 (New Westminster) approve the minutes from the Operations Policy and Planning Committee meeting held October 11, 2016.

- iii. Approval of the November 22, 2016 Special Operations Policy and Planning Committee meeting minutes.

Moved and Seconded:

2016-178

THAT the Board of Education for School District No. 40 (New Westminster) approve the minutes from the Special Operations Policy and Planning Committee held November 22, 2016.

9. REPORTS FROM SENIOR MANAGEMENT

a) Enrolment/Class Size Report

Superintendent Pat Duncan presented the 2016-2017 Enrolment and Class Size Report.

a) Supreme Court of Canada Decision re BCTF Appeal

Superintendent Pat Duncan provided a report on the Supreme Court of Canada Decision re: BCTF Appeal.

10. **OTHER BUSINESS**

a) ***Commitment to Democratically Locally Elected Boards of Education***

Moved and Seconded:

2016-179

THAT the Board of Education for School District No. 40 (New Westminster) publically reiterate its belief in the vital role of democratically and locally elected Boards of Education in all communities across the province; AND THAT the Board write to the Minister of Education calling for by-elections to be held in Vancouver (School District No. 39) and North Okanagan-Shuswap (School District No. 83) to ensure democratically and locally elected boards are in place on or before May 30, 2017.

Moved and Seconded:

2016-180

THAT the Board of Education for School District No. 40 (New Westminster) amend the motion to publically reiterate its belief in the vital role of democratically and locally elected Board of Educations in all communities across the province; AND THAT the Board write to the Minister of Education calling for by-elections to be held in Vancouver (School District No. 39) and North Okanagan-Shuswap (School District No. 83) to ensure democratically and locally elected boards are in place on or before May 30, 2017 by changing the date from May 30, 2017 to April 30, 2017.

Amendment Motion Carried.

Moved and Seconded:

2016-181

THAT the Board of Education for School District No. 40 (New Westminster) amend the motion to publically reiterate its belief in the vital role of democratically and locally elected Board of Educations in all communities across the province; AND THAT the Board write to the Minister of Education calling for by-elections to be held in Vancouver (School District No. 39) and North Okanagan-Shuswap (School District No. 83) to ensure democratically and locally elected boards are in place on or before April 30, 2017 by deleting the reference to North Okanagan-Shuswap (School District No. 83).

Amendment Motion Failed.

Moved and Seconded:

2016-182

THAT the Board of Education for School District No. 40 (New Westminster) publically reiterate its belief in the vital role of democratically and locally elected Board of Education in all communities across the province; AND THAT the Board write to the Minister of Education calling for by-elections to be held in Vancouver (School District No. 39) and North Okanagan-Shuswap (School District No. 83) to ensure democratically and locally elected boards are in place on or before April 30, 2017.

Main Motion Carried.

Open Board Meeting
November 29, 2016

b) Field Trip Request: NWSS Japan Trip 2017

Moved and Seconded:

2016-183

THAT the Board of Education for School District No. 40 (New Westminster) approve the Field Trip Request for the NWSS Japan Trip 2017.

Carried Unanimously.

11. TRUSTEE REPORTS

Trustees spoke to the various meetings and events they attended over the past month.

12. QUESTION PERIOD

Members of the public were provided the opportunity to ask questions of the Board.

13. NOTICE OF MEETINGS

December 06, 2016: Combined Education & Operations Committee, 7:30 pm
December 13, 2016: School Board Meeting, 7:30 pm

14. REPORTING OUT FROM IN-CAMERA MEETING

The Board reported out approval of Purchase Order No. 733 to Apollo Sheet Metal Ltd. in the amount of \$123,448.64, for HVAC materials for FW Howay Seismic.

15. ADJOURNMENT

The meeting be adjourned at 9:35 pm

Chairperson

Secretary Treasurer



British Columbia
School Trustees
Association

This document contains confidential legal and/or policy advice that may be subject to solicitor-client privilege and/or be protected from disclosure under the *Freedom of Information and Protection of Privacy Act*.

December 5, 2016

To: Secretary Treasurers
Executive Assistants
Cc: Superintendents, Board Chairs

From: Audrey Ackah, BCSTA Legal Counsel

Re: Reminder and FAQs: *Financial Disclosure Act* statements required by January 15

School trustees are required to complete *Financial Disclosure Act* (the "Act") statements between the 1st and 15th of January of each year of office. The Ministry of Justice's website includes the form and some information about the content to be included in the form. Below please find some FAQs regarding process.

Q: Who must complete and file a Statement of Disclosure under the *Financial Disclosure Act*?

A:

- Current trustees, whether elected or appointed.
- Former trustees (those who have left office are supposed to file by the 15th of the month following the date they cease to hold office)
- Candidates for election as a school trustee or as a director of a francophone education authority (as part of their nomination package.)
- Employees who have been designated by the board. (This is uncommon in school districts)

Q: Where can the form be obtained?

A: The form is available online [here](#).

Q: What is the filing deadline? How often must they be filed?

A: The filing deadline is January 15, 2017. The forms are completed annually between January 1 and January 15 by current trustees. They are also completed by candidates for election as part of the nomination package. They must also be completed by departing trustees by the 15th of the month following the month they leave office.

Q: Do the Statements of Disclosure need to be sworn by a notary or Commissioner for Taking Affidavits?

A: No.

Q: What is the consequence of being late? Of inaccuracies?

A: The Act makes it an offence to fail to file a report, subject to a fine of up to \$10,000. Unlike campaign financing disclosure, there is no disqualification or future ineligibility penalty for late-filing or inaccuracies.

Q: Where are the forms filed? What does the board office do with them? How long do they need to be kept?

A: The disclosure forms are required to be filed with the secretary treasurer, who is the appropriate “disclosure clerk” for forms related to board of education filers (*Financial Disclosure Act*, s.4). Disclosure forms that were collected from candidates as part of the nomination process were also supposed to be transferred to the secretary treasurer.

The secretary treasurer must retain trustee and candidate forms to make them available for public inspection during normal office hours (*Financial Disclosure Act*, s.6). Employees’ forms are not available for public inspection; they must be submitted to the board.

The Act does not specify how long the forms need to be kept. Some boards discard them as soon as a replacement one is filed; others keep them forever.

The forms are most likely to be requested in connection with a proceeding to overturn a board decision or disqualify a trustee for breach of the conflict of interest provisions. There is no time limit under *Judicial Review Procedure Act* to commence an application to review the decision of a board. Under section 64 of the *School Act*, a board may be able to invalidate a board decision on the basis that a trustee breached the *School Act* conflict of interest provisions. In these circumstances, a decision of the board is “voidable at the instance of the Board before the expiration of 2 years from the date of the passing of the resolution or bylaw” (*School Act*, section 64(1)). An elector may ask the court to determine whether a trustee is disqualified from holding office due to the trustee breaching the *School Act* conflict of interest provisions. An elector cannot bring an application to court after 4 years from the time at which the contravention of the conflict of interest rules is alleged to have occurred.

In practice, any request is likely to take place during the current term of office of the trustee or the succeeding one.

A prosecution for failure to file may be commenced within six months from the date of the offence (*Offence Act* s.3). A court action against a trustee or former trustee to recover financial gain in respect of an undisclosed interest is another possibility (*Financial Disclosure Act*, s. 11).

As a practical matter, it seems that retaining the forms for eight years will cover many reasonably foreseeable eventualities.

Q: Can the forms be filed or kept electronically?

A: Yes, if you will be able to produce them for inspection if requested and meet the other requirements of the *Electronic Transactions Act*.

The *Electronic Transactions Act* (ETA) permits the form to be provided by the trustee electronically if an "electronic signature" is used (ETA s. 7, s. 11) and it is accessible by the board "in a manner usable for subsequent reference" and "capable of being retained... in a manner usable for subsequent reference." It must be retained by the board "in the format in which it was created, provided or received, or in a format that does not materially change the record." Also, the date and time of receipt of the information and any distribution of the information must be also kept (ETA s. 9).

Q: Where can I find the whole *Financial Disclosure Act* and Regulation?

A: The free BC government website for statutes and regulations is located at: www.bclaws.ca.



MINUTES OF THE COMBINED EDUCATION AND
OPERATIONS POLICY & PLANNING COMMITTEE
HELD TUESDAY, DECEMBER 6, 2016 AT 7:45 PM
SCHOOL BOARD OFFICE, 800 ONTARIO STREET

PRESENT: Ms. J. Campbell, Trustee
Mr. C. Cook, Trustee
Mr. M. Gifford, Ed Committee Chair
Mr. J. Janzen, Ops Committee Chair
Ms. M. Lalji, Trustee
Ms. K. Slade-Kerr, Board Chair
Mr. P. Duncan, Superintendent
Mr. K. Lorenz, Secretary Treasurer
Ms. P. Samra, Recording Secretary

Regrets: Trustee M. Ewen and Trustee J. Janzen

Trustee Gifford recognized and acknowledged the Qayqayt First Nations, as well as the 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**

Moved and Seconded:

THAT the agenda for the December 6, 2016 Combined Education and Operations Policy and Planning Committee meeting be as adopted as presented.

Carried Unanimously.

2. **FINANCIAL UPDATE at OCTOBER 31, 2016**

Kevin Lorenz, Secretary Treasurer, presented a Financial update as of October 31, 2016.

3. **MAINTENANCE AND CAPITAL PROJECTS UPDATE**

Kevin Lorenz, Secretary Treasurer, provided an update to the projects involving F.W. Howay, Fraser River Middle School, and New Westminster Secondary School.

4. **QUEENSBOROUGH BUSING**

Moved and Seconded:

THAT the Board of Education of School District No. 40 (New Westminster) direct staff to inquire as to how many students would take a bus from Queensborough to New Westminster Secondary School if the service was available to them.

Moved and Seconded Replacement Motion:

THAT the Board of Education of School District No 40. (New Westminster) direct staff, in consultation with relevant stakeholders, to develop a transportation survey for Queensborough to better understand transit challenges and potential solutions for students traveling to New Westminster Secondary School from Queensborough.

Carried Unanimously.

5. **GENERAL ANNOUNCEMENTS**

a) **Annual Report**

The Annual Report from the Board is due on December 13. The Chair and Vice Chair invited Trustees to provide suggestions for input.

b) **Holiday Open House**

MLA Judy Darcy is hosting a Holiday Open House on December 7th. Chair Slade-Kerr will be attending and has extended the invitation to members of the Board.

6. **NEW BUSINESS**

No new business.

7. **ADJOURNMENT**

The meeting adjourned at 8:35 p.m.

**School District
Statement of Financial Information (SOFI)**

School District No. 40 (New Westminster)

Fiscal Year Ended June 30, 2016

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Documents are arranged in the following order:

1. Approval of Statement of Financial Information
2. Financial Information Act Submission Checklist
3. Management Report
4. Audited Financial Statements
5. Schedule of Debt
6. Schedule of Guarantee and Indemnity Agreements
7. Schedule of Remuneration and Expenses including:
 - Statement of Severance Agreements
 - Reconciliation or explanation of differences to Audited Financial Statements
8. Schedule of Payments for the Provision of Goods and Services including:
 - Reconciliation or explanation of differences to Audited Financial Statements



Ministry
of Education

SCHOOL DISTRICT STATEMENT OF FINANCIAL INFORMATION (SOFI)

6049

SCHOOL DISTRICT NUMBER 40	NAME OF SCHOOL DISTRICT New Westminster	YEAR 2015/2016
OFFICE LOCATION(S) 811 Ontario Street	TELEPHONE NUMBER 604-517-6240	
MAILING ADDRESS 811 Ontario Street		
CITY New Westminster	PROVINCE BC	POSTAL CODE V3M 0J7
NAME OF SUPERINTENDENT Pat Duncan	TELEPHONE NUMBER 604-517-6328	
NAME OF SECRETARY TREASURER Kevin Lorenz	TELEPHONE NUMBER 604-517-6312	

DECLARATION AND SIGNATURES

We, the undersigned, certify that the attached is a correct and true copy of the Statement of Financial Information for the year ended
June 30, 2016

for School District No. **40** as required under Section 2 of the Financial Information Act.

SIGNATURE OF CHAIRPERSON OF THE BOARD OF EDUCATION	DATE SIGNED
SIGNATURE OF SUPERINTENDENT	DATE SIGNED
SIGNATURE OF SECRETARY TREASURER	DATE SIGNED

EDUC. 6049 (REV. 2008/09)

Statement of Financial Information for Year Ended June 30, 2016

Financial Information Act-Submission Checklist

	<i>Due Date</i>
a) ☐ A statement of assets and liabilities (audited financial statements).	<i>September 30</i>
b) ☐ An operational statement including, i) a Statement of Income and ii) a Statement of Changes in Financial Position, or, if omitted, an explanation in the Notes to Financial Statements (audited financial statements)	<i>September 30</i>
c) ☐ A schedule of debts (audited financial statements).	<i>September 30</i>
d) ☐ A schedule of guarantee and indemnity agreements including the names of the entities involved and the amount of money involved. (Note: Nil schedules can be submitted December 31).	<i>September 30</i>
e) A schedule of remuneration and expenses, including:	<i>December 31</i>
☐ i) an alphabetical list of employees earning over \$75,000, the total amount of expenses paid to or on behalf of each employee for the year reported and a consolidated total for employees earning under \$75,000. If the total wages and expenses differs from the audited financial statements, an explanation is required.	
☐ ii) a list by name and position of Board Members with the amount of any salary and expenses paid to or on behalf of the member	
☐ iii) the number of severance agreements started during the fiscal year and the range of months' pay covered by the agreement, in respect of excluded employees. If there are no agreements to report, an explanation is required	
f) ☐ An alphabetical list of suppliers receiving over \$25,000 and a consolidated total for those suppliers receiving less than \$25,000. If the total differs from the Audited Financial Statements, an explanation is required.	<i>December 31</i>
g) ☐ Approval of Statement of Financial Information.	<i>December 31</i>
h) ☐ A management report approved by the Chief Financial Officer	<i>December 31</i>

School District No. 40 (New Westminster)

**School District
Statement of Financial Information (SOFI)**

School District No. 40 (New Westminster)

Fiscal Year Ended June 30, 2016

MANAGEMENT REPORT

The Financial Statements contained in this Statement of Financial Information under the *Financial Information Act* have been prepared by management in accordance with Canadian generally accepted accounting principles and the integrity and objectivity of these statements are management's responsibility.

Management is also responsible for all other schedules of financial information and for ensuring this information is consistent, where appropriate, with the information contained in the financial statements and for implementing and maintaining a system of internal controls to provide reasonable assurance that reliable financial information is produced.

The Board of Education is responsible for ensuring that management fulfils its responsibilities for financial reporting and internal control and for approving the financial information included in the Statement of Financial Information.

The external auditors, KPMG LLP, conduct an independent examination, in accordance with generally accepted auditing standards, and express their opinion on the financial statements as required by the *School Act*. Their examination does not relate to the other schedules of financial information required by the *Financial Information Act*. Their examination includes a review and evaluation of the board's system of internal control and appropriate tests and procedures to provide reasonable assurance that the financial statements are presented fairly.

On behalf of School District

Pat Duncan, Superintendent

Date:

Kevin Lorenz, Secretary Treasurer

Date:

Prepared as required by *Financial Information Regulation*, Schedule 1, section 9

**School District
Statement of Financial Information (SOFI)**

School District No. 40 (New Westminster)

Fiscal Year Ended June 30, 2016

SCHEDULE OF DEBT

Information on all long term debt is included in the School District Audited Financial Statements.

Prepared as required by *Financial Information Regulation*, Schedule 1, section 4

**School District
Statement of Financial Information (SOFI)**

School District No. 40 (New Westminster)

Fiscal Year Ended June 30, 2016

SCHEDULE OF GUARANTEE AND INDEMNITY AGREEMENTS

School District No. 40 (New Westminster) has not given any guarantee or indemnity under the Guarantees and Indemnities Regulation.

Prepared as required by *Financial Information Regulation*, Schedule 1, section 5

SCHOOL DISTRICT NO. 40 (NEW WESTMINSTER)
STATEMENT OF FINANCIAL INFORMATION REPORT (SOFI) - 2015/2016

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A. LIST OF ELECTED OFFICIALS

NAME	POSITION	REMUNERATION	EXPENSES
=====	=====	=====	=====
CAMPBELL, JONINA L.D.	CHAIRPERSON	\$24,672.84	\$446.25
COOK, CASEY	VICE CHAIRPERSON	\$22,278.36	\$0.00
EWEN, MICHAEL	TRUSTEES	\$21,653.46	\$446.25
GIFFORD, MARK	TRUSTEES	\$21,653.46	\$1,062.10
JANZEN, JAMES	TRUSTEES	\$21,653.46	\$446.25
MORTENSEN, MARYANN	TRUSTEES	\$15,296.97	\$0.00
SLADE-KERR, KELLY	VICE CHAIRPERSON	\$22,538.22	\$446.25
		-----	-----
TOTAL FOR ELECTED OFFICIALS		\$149,746.77	\$2,847.10
		=====	=====

SCHOOL DISTRICT NO. 40 (NEW WESTMINSTER)
STATEMENT OF FINANCIAL INFORMATION REPORT (SOFI) - 2015/2016

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A. LIST OF EMPLOYEES WHOSE REMUNERATION EXCEEDS \$75,000.00

NAME	REMUNERATION	EXPENSES
=====	=====	=====
ALEXANDER, NANCY E.	\$87,498.08	\$0.00
ANDERSON, RHONDA	\$110,882.10	\$0.00
ANGIOLA, JOSHUA	\$81,778.93	\$739.92
AOYAMA, CATHERINE	\$90,859.30	\$35.42
ARNOLD, ALLISA MICHELLE	\$87,024.63	\$0.00
AVISON, HEATHER	\$87,899.41	\$55.00
BAIRD, NANCY	\$84,548.61	\$0.00
BALLANTYNE, VALERIE	\$80,184.85	\$0.00
BALLARIN, GORDANA	\$75,217.45	\$1,672.43
BANZIGER, ANJALA	\$88,313.74	\$0.00
BATTISTIN, PETER	\$85,290.13	\$0.00
BAYLIS, LORRAINE M.	\$78,907.16	\$0.00
BEERWALD, ANDREAS J.	\$87,013.57	\$0.00
BINPAL, NINA	\$80,890.49	\$0.00
BIRSAN, MONICA	\$87,366.14	\$0.00
BLACKBURN, KAREN E.	\$93,410.93	\$0.00
BLAKEWAY, CHRISTINE	\$77,125.98	\$0.00
BLATHERWICK, DAVID A.	\$90,051.71	\$0.00
BLOUDELL, RICK	\$85,247.84	\$58.59
BOSAK, RODNEY S.	\$87,073.76	\$0.00
BOWMAN, KENNETH	\$85,115.78	\$0.00
BRITO, MATTHEW	\$78,040.73	\$1,945.25
BULJAN, ANA	\$88,655.85	\$0.00
BULLARD, GLENN	\$88,435.91	\$0.00
CAMERON, SUZANNE	\$109,602.90	\$37.66
CAMILLO, MARTHA	\$86,130.51	\$0.00
CAMPBELL, KAREN	\$87,905.84	\$20.76
CAMPBELL, LAURIE	\$87,862.43	\$145.59
CANNON, KELLY	\$86,287.95	\$0.00
CANTAFIO, LORI	\$86,640.04	\$0.00
CARRINGTON, COLLEEN	\$89,055.29	\$625.47
CARTER, BARRIE	\$87,409.46	\$0.00
CATHERWOOD, KAREN	\$110,308.41	\$37.67
CAVE, TRACI M.	\$78,946.59	\$0.00
CECHINI, LYNDIA	\$87,762.32	\$0.00
CHAD, KATHLEEN	\$109,297.36	\$51.29
CHADWICK, STELLA MARIE	\$87,475.07	\$0.00
CHAN, WINNIE WING KEI	\$87,453.72	\$0.00
CHANG, TRUDI	\$88,611.38	\$0.00
CLEMENTS, STEVE	\$78,978.04	\$0.00
CODESMITH, DEVON	\$80,184.87	\$0.00
CONNOLLY, JODY L	\$87,596.29	\$0.00
COOKSON, PHILIP	\$127,731.51	\$422.34
COTTINGHAM, SANDRA	\$110,882.10	\$0.00
CRAIG, BRENT	\$82,067.47	\$0.00
CRANSTOUN, HELEN	\$88,655.84	\$0.00
CROSBY, KAREN A.M.	\$84,584.49	\$827.37

SCHOOL DISTRICT NO. 40 (NEW WESTMINSTER)
STATEMENT OF FINANCIAL INFORMATION REPORT (SOFI) - 2015/2016

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A. LIST OF EMPLOYEES WHOSE REMUNERATION EXCEEDS \$75,000.00

NAME =====	REMUNERATION =====	EXPENSES =====
CROSBY, SUSAN	\$87,950.19	\$380.47
DANG, TIM	\$80,397.08	\$165.44
DATTA, SADHNA	\$79,559.65	\$0.00
DEHGHAN, MEGHAN	\$76,430.39	\$0.00
DESROCHERS, ROSE	\$87,862.37	\$0.00
DHALIWAL, ANGIE	\$84,647.43	\$0.00
DHALIWAL, RAJINDER	\$87,444.22	\$0.00
DODDS, TIMOTHY JAMES	\$80,225.69	\$20.79
DUNCAN, PATRICK	\$155,834.97	\$19,603.10
DURAN, LORENA	\$88,479.45	\$0.00
DYER, PATRICK J.S.	\$80,317.23	\$0.00
ECKERT, ANDREW C.	\$88,672.70	\$0.00
ELVES, DARREN	\$90,063.13	\$37.67
EVANS, CHRISTOPHER G.	\$111,014.00	\$0.00
EVANS, DANA	\$88,479.51	\$0.00
EWEN, LEANNE	\$87,151.66	\$0.00
FILIPPONE, JOE	\$86,130.48	\$0.00
FOSTER, BRENT	\$77,387.74	\$0.00
FOX, SARA	\$83,704.69	\$0.00
GABEL, CAROL D.	\$88,225.23	\$0.00
GAIPTMAN, JOHN	\$95,497.86	\$1,750.00
GAJDOSIK, SHARON K	\$76,562.54	\$0.00
GASKELL, MICHAEL	\$86,835.90	\$0.00
GIBSON, LENA	\$80,397.07	\$0.00
GILHESPY, MAUREEN T.	\$79,757.81	\$0.00
GOERTZ, DEBORAH	\$88,040.74	\$0.00
GRANT, JANET	\$132,405.23	\$1,174.49
GREWAL, KAMALJIT K.	\$88,175.05	\$0.00
GRUBB, SHEILA	\$80,317.48	\$0.00
GUNDERSON, GILLIAN	\$81,378.27	\$0.00
GURBA, CARRIE	\$80,645.03	\$0.00
HA, PETER	\$88,686.06	\$0.00
HAFFNER, MELISSA L	\$87,244.60	\$0.00
HAMERTON, ROGER WILLIAM	\$80,396.95	\$0.00
HANSON, MARY	\$76,010.00	\$0.00
HARTMANN, ERIC	\$90,007.30	\$0.00
HIBI, CAREY	\$79,611.88	\$0.00
HO, CASPAR KA TSUN	\$78,973.45	\$0.00
HODSON, SCOTT A	\$87,148.46	\$0.00
HUNT, MARY-JOANNE	\$89,241.40	\$134.27
INNISS, STEPHEN	\$110,076.47	\$425.87
JACK, MARLENE	\$113,070.48	\$17.77
JAMES, CAITLYN	\$90,897.79	\$709.38
JANZ, ALLISON	\$87,616.43	\$0.00
JANZ, JAMES R	\$93,364.72	\$0.00
JEW, PHYLLIS	\$79,651.97	\$0.00
JOHNSTON, BRENDA	\$89,301.60	\$0.00

SCHOOL DISTRICT NO. 40 (NEW WESTMINSTER)
STATEMENT OF FINANCIAL INFORMATION REPORT (SOFI) - 2015/2016

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A. LIST OF EMPLOYEES WHOSE REMUNERATION EXCEEDS \$75,000.00

NAME =====	REMUNERATION =====	EXPENSES =====
JOHNSTON, SHIRLEY	\$79,499.89	\$0.00
JONES, DEBBIE	\$114,370.18	\$37.67
JORGENSEN, GITTE	\$88,611.49	\$0.00
KAMAGIANIS, DIANE	\$88,175.10	\$0.00
KANEGAE, MAS	\$87,541.48	\$0.00
KAPLAN, JANICE L	\$89,889.18	\$0.00
KARSAN, ALYSHA	\$88,728.76	\$17.77
KASELJ, TANYA	\$86,835.92	\$0.00
KEARNEY, PATRICIA ANNE	\$80,185.45	\$0.00
KELLY, CHERYL	\$80,357.67	\$0.00
KEMP, JAMES	\$92,295.44	\$0.00
KENNEDY, ANNA	\$80,397.09	\$0.00
KIM, ELIZABETH	\$90,063.18	\$578.33
KLEIN, KAREN	\$101,471.15	\$6,625.34
KLEISINGER, MEGAN	\$87,950.19	\$313.89
KOBABE, BAERBEL	\$79,611.89	\$0.00
KOTSALIS, DEMETRA	\$91,300.22	\$0.00
KOZAK, ANDRE	\$87,563.15	\$0.00
KREISER, KATHRYN	\$87,156.70	\$874.85
KRIESE, MARK	\$85,392.32	\$0.00
KUNDEL, STEVEN	\$82,503.97	\$607.88
KWOK, BRENDA Y	\$93,589.40	\$0.00
LANGE, SHANNON G	\$87,862.32	\$9.75
LANGENHAUN, CHRISTINA	\$87,543.29	\$0.00
LANSLOWNE, BERTHA	\$91,061.82	\$722.07
LARKMAN, EMILY	\$87,950.15	\$415.39
LAVEN, SHIRLEY	\$81,304.83	\$0.00
LAVRENCIC, ROMEO A.	\$84,621.91	\$0.00
LAYZELL, MARK	\$81,889.79	\$1,945.25
LEE, DANIEL	\$87,541.51	\$214.63
LEE, SANDRA C.	\$88,438.61	\$0.00
LEIGH, MARTHA	\$86,141.76	\$0.00
LEUNG, KEN	\$87,541.55	\$0.00
LEWIS, HELENI	\$90,326.34	\$0.00
LIEM, WINFRED J.	\$88,545.23	\$0.00
LIU, JASPER J	\$80,265.07	\$0.00
LORENZ, KEVIN	\$131,660.16	\$3,168.71
MACDONALD, CHERYL	\$78,547.81	\$13.22
MACDONALD, KATHLEEN	\$88,479.42	\$0.00
MACLEAY, SCOTT	\$87,950.29	\$0.00
MAJCHER, JO-ANN	\$107,923.64	\$229.00
MANN, NANCY	\$90,945.32	\$0.00
MANNIX, LINDA	\$87,156.75	\$0.00
MANVILLE, PAUL	\$98,098.67	\$70.07
MARTINS, JENNIFER E.	\$87,632.19	\$0.00
MAST, LORENA	\$93,520.33	\$0.00
MCCLOY, BRUCE A.	\$108,248.35	\$0.00

SCHOOL DISTRICT NO. 40 (NEW WESTMINSTER)
STATEMENT OF FINANCIAL INFORMATION REPORT (SOFI) - 2015/2016

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A. LIST OF EMPLOYEES WHOSE REMUNERATION EXCEEDS \$75,000.00

NAME	REMUNERATION	EXPENSES
=====	=====	=====
MCCLOY, TINA M.	\$87,156.59	\$0.00
MCGHEE, VERONICA	\$80,536.00	\$0.00
MCGOWAN, CHE-YIN	\$86,173.62	\$0.00
MCNULTY, CHRISTINE	\$86,669.48	\$0.00
MEADOWS, WAYNE P.	\$97,193.06	\$0.00
MEVILLE, JEFFREY	\$88,350.72	\$0.00
MILLARD, KEN M.	\$111,014.01	\$0.00
MONTELEONE, FRANCES	\$80,397.08	\$0.00
MOORCROFT, ARDYTH	\$91,287.37	\$37.67
MOOSA, TAZIM	\$80,317.49	\$0.00
MUSGROVE, CORRINA J	\$87,200.26	\$23.25
MUSGROVE, STEPHANIE	\$88,611.43	\$0.00
NADEAU, YVAN	\$79,652.19	\$0.00
NASATO, LISA	\$115,575.79	\$37.67
NASER, MARYAM	\$111,042.10	\$2,246.22
NICHOLSON, CHRISTOPHER	\$110,910.10	\$1,532.01
NOLAN, JUANITA N.	\$84,824.22	\$0.00
NOSEK, AMY M	\$76,476.51	\$101.00
NOTTINGHAM, SARAH J	\$80,398.17	\$0.00
OATWAY, CHAD	\$87,598.42	\$80.00
ONSTAD, BRYAN	\$112,349.34	\$0.00
ORMEROD, SARAH	\$89,889.21	\$0.00
OSBORNE, GRANT	\$85,128.82	\$7.12
OSTANKOVA, VIKTORIYA	\$88,479.47	\$0.00
OXLEY, KRISTIE	\$88,523.82	\$0.00
PALMER, JAN	\$88,061.65	\$1,065.01
PATERSON, JAMES D.	\$88,611.40	\$0.00
PATTERN, GARY	\$81,623.11	\$491.15
PATTON, GREG	\$88,729.29	\$37.67
PECELJ, JELENA	\$87,950.17	\$0.00
PEMBERTON, ROSEMARY	\$87,352.57	\$0.00
PHAM, NGHI	\$85,105.65	\$0.00
POCHER, JAMES	\$98,513.72	\$3,146.95
POIRIER, JACQUES	\$88,479.65	\$0.00
POOLE, RON	\$79,611.89	\$0.00
PORTER, ELIZABETH ANN	\$86,297.50	\$0.00
PRINCIPE, JULIE	\$88,233.68	\$0.00
PROZNICK, KELLY J.	\$85,199.63	\$0.00
RAFTER, RODNEY	\$79,962.00	\$0.00
RAMEN, DEBBIE	\$98,098.71	\$17.77
REIMER-AIUMU, LORELEI	\$79,215.11	\$0.00
RHEAD, LARRY	\$80,073.47	\$0.00
RICHTER, JENNY L.	\$111,014.01	\$37.67
ROBERTS, LAURA M	\$110,076.66	\$13.64
ROBINSMITH, STACEY	\$87,541.46	\$287.55
RUSSELL, JAMES	\$92,340.97	\$20.76

SCHOOL DISTRICT NO. 40 (NEW WESTMINSTER)
STATEMENT OF FINANCIAL INFORMATION REPORT (SOFI) - 2015/2016

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A. LIST OF EMPLOYEES WHOSE REMUNERATION EXCEEDS \$75,000.00

NAME	REMUNERATION	EXPENSES
=====	=====	=====
RUUS, MARC M	\$88,523.82	\$0.00
SABISTON, CHRIS	\$102,915.13	\$21,819.97
SACCO, DRAGANA	\$88,479.44	\$0.00
SADLER, JAMES	\$110,308.41	\$17.77
SADR, KHASHAYAR	\$79,652.20	\$0.00
SANDHU, JEEVAN	\$88,686.72	\$0.00
SANGRA, SATNAM S	\$103,051.91	\$0.00
SASGES, DAWN	\$85,282.57	\$138.95
SAUGSTAD, ALLAN	\$106,118.48	\$7,412.88
SAVILLE, STEPHANIE G.	\$80,632.39	\$20.76
SCHARF AGNI, HEATHER M	\$86,161.76	\$0.00
SCHELP, DARRYL	\$87,905.77	\$0.00
SCHIEMANN, ROSEMARIE B.	\$88,436.05	\$60.00
SCOTT, BELINDA J	\$104,914.30	\$1,142.36
SCOTT, TANYA	\$85,959.19	\$0.00
SEABOURNE, KATHERINE	\$87,244.66	\$0.00
SEWRUTTUN, KAVITA	\$88,480.39	\$0.00
SIHOTA, RUBY	\$97,393.02	\$89.59
SIMPSON, JENNY	\$86,235.53	\$0.00
SIMPSON, JOANNE T.	\$87,409.47	\$0.00
SINCLAIR, ROB	\$79,611.85	\$0.00
SKYE WEISNER, JENNIFER D.	\$80,199.31	\$0.00
SMIALEK, CARY	\$108,911.21	\$0.00
SMITH, SIAN ELLEN	\$79,691.49	\$0.00
SMITH, TANYA MICHELLE	\$80,358.49	\$0.00
SOL, MATTHEW	\$83,298.72	\$0.00
SOMOGYI, GEORGE L.	\$88,479.38	\$0.00
SPECKMAN, BRIAN	\$87,366.15	\$0.00
SPEED, ROBIN E.F.	\$97,551.86	\$0.00
SPRING, STEVEN	\$80,357.57	\$0.00
STATES, NATALIE	\$80,357.79	\$0.00
STEBNER, COLLEEN J.	\$78,906.27	\$0.00
STOJANOVIC, MARIJA	\$75,682.69	\$0.00
SURES, GARY	\$81,495.35	\$0.00
TAN, SHENTON	\$88,606.98	\$0.00
TEH, TERESA	\$87,862.34	\$0.00
TONG, CALVIN	\$87,584.80	\$0.00
TOOR, RAVINDER	\$87,238.29	\$0.00
TSONIS, ANASTASIA	\$90,061.53	\$0.00
TUCSOK, DIANE R.	\$85,434.18	\$0.00
UHLMANN, DOMINICA	\$85,609.66	\$0.00
VIT, CYNTHIA A.	\$93,543.03	\$0.00
WALDNER, LINDSAY	\$87,940.27	\$0.00
WATKINS, STEPHEN	\$90,276.57	\$0.00
WEBER, CHRISTOPHER	\$78,023.12	\$69.49
WESTON, ROBERT	\$118,340.33	\$1,939.18
WETHERED, SARAH A.	\$88,483.91	\$0.00

SCHOOL DISTRICT NO. 40 (NEW WESTMINSTER)
STATEMENT OF FINANCIAL INFORMATION REPORT (SOFI) - 2015/2016

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A. LIST OF EMPLOYEES WHOSE REMUNERATION EXCEEDS \$75,000.00

NAME	REMUNERATION	EXPENSES
=====	=====	=====
WHITE, MEGAN M.	\$78,985.66	\$0.00
WHYTE, SARAH E	\$78,456.41	\$0.00
WINPENNY, DARYL J	\$87,541.41	\$0.00
WONG, DARYL	\$86,173.59	\$0.00
WOO, BOBBY	\$78,654.23	\$0.00
WRIGHT, KAREN E	\$76,331.69	\$0.00
WRIGHTMAN, DEIDRE	\$87,541.50	\$0.00
YASUI, KRISTI	\$87,601.84	\$0.00
YEO, CHENG L.	\$80,317.45	\$0.00
YOUNG, ERIC A	\$87,584.79	\$0.00
YOUNG, NADIA	\$87,244.63	\$0.00
ZAENKER, PETER	\$76,957.28	\$0.00
ZIVARTS, HILDA	\$86,792.51	\$0.00
	-----	-----
TOTAL FOR EMPLOYEES		
WHOSE REMUNERATION EXCEEDS \$75,000.00	\$21,987,335.15	\$88,831.89
	=====	=====

B. REMUNERATION TO EMPLOYEES PAID \$75,000.00 OR LESS

Total remuneration paid to employees where the amount paid to each employee was \$75,000.00 or less:	\$27,381,321.82	\$46,064.71
	=====	=====

C. REMUNERATION TO ELECTED OFFICIALS	\$149,746.77	\$2,847.10
	=====	=====

D. EMPLOYER PORTION OF E.I. AND C.P.P.

The employer portion of Employment Insurance and Canada Pension Plan paid to the Receiver General of Canada:	\$2,651,341.07
	=====

**School District
Statement of Financial Information (SOFI)**

School District No. 40 (New Westminster)

Fiscal Year Ended June 30, 2016

STATEMENT OF SEVERANCE AGREEMENTS

There were no severance agreements made between School District No. 40 (New Westminster) and its non-unionized employees during fiscal year 2015/2016.

Prepared as required by *Financial Information Regulation*, Schedule 1, subsection 6(7)

SCHOOL DISTRICT NO. 40 (NEW WESTMINSTER
STATEMENT OF FINANCIAL INFORMATION REPORT (SOFI) - 2015/2016

Page 1

A. LIST OF SUPPLIERS WHERE PAYMENTS EXCEED \$25,000.00

SUPPLIER NAME =====	EXPENDITURE =====
ACCURATE PLUMBING & HEATING	\$102,528.30
ALKINS PROJECT SERVICES INC.	\$117,358.21
AMAZON MARKETPLCE CA	\$28,177.62
AMAZONCA	\$32,350.88
APPLE CANADA INC.	\$37,065.37
ARBUTUS ROOFING & DRAINS (2006)	\$182,700.01
AZ COPYWRITING LTD.	\$26,863.20
B.A.ROBINSON CO. LTD	\$27,628.50
BANK OF MONTREAL	\$36,458.20
BC SCHOOL TRUSTEES ASSOCIATION	\$42,076.07
BOWEN ISLAND PROPERTIES LTD PA	\$45,791.16
CAN-ACHIEVE EDUCATION LIMITED	\$33,345.00
CASCADIA ENERGY LTD	\$94,398.25
CDW CANADA INC	\$189,079.02
COLUMBIA SQUARE PLAZA LTD.	\$636,829.18
COMMISSIONER MUNICIPAL PENSION	\$2,391,572.24
COMMISSIONER TEACHERS' PENSION	\$9,393,253.65
CORP OF THE CITY OF NEW WESTMI	\$729,998.76
DAVID CUMMINGS INSURANCE SERVI	\$29,617.20
DDP CIVIL WORKS LTD	\$56,953.11
DELL CANADA INC	\$194,062.71
EDUCAN INSTITUTIONAL FURNITURE	\$89,947.05
ENVIRO-VAC	\$135,757.62
FORTIS BC - NATURAL GAS	\$126,369.20
GOLDER ASSOCIATES LTD	\$33,810.68
GORDON FOOD SERVICE CANADA LTD	\$79,895.06
GRC COLUMBIA ROOFING INC.	\$261,090.91
GREAT WEST LIFE ASSURANCE CO.	\$75,664.94
HABITAT SYSTEMS INC	\$157,053.28
HEPPNER TRUCKING LTD	\$40,587.57
HOMWOOD HEALTH INC.	\$44,697.76
HYDRA-TEK FIRE SYSTEMS LTD	\$50,761.63
JOHN A WALLACE ENGINEERING LTD	\$116,804.10
KILLULTAGH CONSTRUCTION LTD.	\$65,100.00
KPMG LLP, T4348	\$25,200.00
LYNCH BUS LINES	\$110,849.18
M3 ARCHITECTURE INC.	\$63,644.96
MEDICAL SERVICES PLAN OF B.C.	\$968,920.60
MINISTER OF FINANCE	\$42,262.50
MORNEAU SHEPELL LTD.	\$69,033.08
NEW WESTMINSTER TEACHERS UNION	\$244,172.09
NEWPORT SHEET METAL	\$25,044.60
P.E.B.T. (IN TRUST)	\$675,865.13
PACIFIC BLUE CROSS	\$1,593,331.76
PARTNERSHIPS BRITISH COLUMBIA	\$100,075.35
PEARSON CANADA INC. T46254	\$37,955.74
PHILLIP CHAMBERS CONSULTING LT	\$25,809.83

SCHOOL DISTRICT NO. 40 (NEW WESTMINSTER)
STATEMENT OF FINANCIAL INFORMATION REPORT (SOFI) - 2015/2016

Page 2

A. LIST OF SUPPLIERS WHERE PAYMENTS EXCEED \$25,000.00

SUPPLIER NAME	EXPENDITURE
=====	=====
PRAIRIE COAST EQUIPMENT	\$93,803.29
PUBLIC BODIES REALLOCATION	\$94,708.82
RICHELIEU HARDWARE CANADA LTD	\$31,052.08
ROCKY POINT ENGINEERING LTD	\$62,084.14
ROYAL BANK OF CANADA (VISA)	\$115,726.72
SAFE-GUARD FENCE LTD	\$31,547.25
SHARP'S AUDIO VISUAL LTD	\$31,258.35
SIMON FRASER SOCIETY OF COMMUNITY LIVING	\$57,000.00
SOFTCHOICE CORPORATION	\$154,428.57
SPICERS CANADA ULC	\$60,745.63
SRB EDUCATION SOLUTIONS	\$131,762.10
STAPLES ADVANTAGE (VAN)	\$196,844.29
SUNCOR ENERGY PRODUCTS PARTNER	\$39,155.99
SUNDANCE FLOOR CO LTD	\$37,383.15
SWISH MAINTENANCE LIMITED	\$35,794.50
SYSCO FOOD SERVICES OF CANADA,	\$34,735.09
TEACHER REGULATION BRANCH	\$40,880.00
TELUS	\$109,808.41
TELUS MOBILITY	\$57,149.29
TEMPLETON PROJECT MANAGEMENT L	\$37,170.00
WESCLEAN EQUIPMENT&CLEANING SU	\$44,930.40
WESCO DISTRIBUTION CANADA LP	\$197,905.11
WESTERN CAMPUS RESOURCES	\$43,305.76
WESTMINSTER SAVINGS CREDIT UNI	\$43,606.08
WOLSELEY CANADA INC.	\$55,861.62
WOOD WYANT INC.	\$54,586.84
WORKSAFE BC	\$366,042.93
X10 NETWORKS	\$221,661.67
XEROX CANADA INC.	\$282,732.31
YELLOWRIDGE DESIGN BUILD LTD	\$6,569,064.65
YEN BROS. FOOD SERVICE LTD	\$27,282.19

TOTAL FOR SUPPLIERS WHERE PAYMENTS EXCEED \$25,000.00	\$29,047,828.49
	=====

B. SUPPLIERS PAID \$25,000.00 OR LESS

Total amount paid to suppliers where the amount paid to each supplier was \$25,000.00 or less:	\$3,656,583.64
	=====

SCHOOL DISTRICT NO. 40 (NEW WESTMINSTER)
 STATEMENT OF FINANCIAL INFORMATION REPORT (SOFI) - 2015/2016
 RECONCILIATION OF FINANCIAL STATEMENTS TO STATEMENT OF FINANCIAL POSITION REPORT (SOFI)

Schedule of Payments

Total for Suppliers over \$25,000	\$ 29,047,828.49
Total for Suppliers Under \$ 25,000	\$ 3,656,583.64
Total Supplies	<u>\$ 32,704,412.13</u>

Total Employees over \$ 75,000	\$ 21,987,335.15
Expenses Employees over \$ 75,000	\$ 88,831.89
Total Employees under \$ 75,000	\$ 27,381,321.82
Expenses Employees under \$ 75,000	\$ 46,064.71
Total For Elected Officials	\$ 149,746.77
Expenses Elected Officials	\$ 2,847.10
Employer CPP/EI	\$ 2,651,341.07
Total Employee Expenses	<u>\$ 52,307,488.51</u>

Total Scheduled Payments	<u>\$ 85,011,900.64</u>
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Non Cash Items

Inventories and Prepaids	\$ (51,488.70)
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Payments Included

Taxable Benefits	\$ (978,763.64)
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Other

Change in Laibility Trades	\$ (462,905.85)
Change in Other Current Liability	\$ 317,665.35
Payments out of Employee Future Benefits	\$ (275,581.25)
Expenses to Employee Future Benefits	\$ 254,067.00
Third Party Recoveries	\$ (537,997.97)
GST Rebate	\$ (461,245.22)
GST payable to Schools	\$ 15,744.91
Employees Share of Benefits	\$ (6,236,459.80)
Unreconciled Balance	\$ 48,624.53

Total Reconcilied Schedule of Payments	\$ (8,368,340.64)
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Total After Adjustments	<u>\$ 76,643,560.00</u>
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Financial Statement Expenditures

Income Statement 2	\$ 70,312,299.00
Less Amortization	\$ (1,834,947.00)
School Generated Fund	\$ (1,487,366.00)
Scholarship Fund	\$ (156,230.00)
Tangible Capital Assets Additions (Statement 5)	\$ 2,093,121.00
Tangible Capitla Assets WIP Additions (Statement 5)	\$ 7,716,683.00

Total	<u>\$ 76,643,560.00</u>
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Variance	<u>\$ (0.00)</u>
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New
Westminster
Schools

FIELD TRIP OR SPECIAL ACTIVITY REQUEST FORM

School District No. 40

To be completed for field trip activities within the province and outside the province and ALL travel outside of Canada, regardless of the duration.

☐ **Routine Field Trip** (Local day trips organized at the school level, usually an extension of a particular class or extra-curricular activity.)

Approved by: _____, Principal Date: _____

☐ **Special Field Trip** (Field trips within Canada and/or the mainland of the United States of America of more than one day's duration must be approved by the Principal then submitted to the Associate Superintendent's office no later than two weeks prior to the proposed date of departure.)

Approved by: _____, Principal Date: _____

Approved by: _____, Associate Superintendent Date: _____

☒ **Outside of Canada and/or the mainland of the United States of America** (These field trips must have the prior approval of the Board of Education, regardless of the length of trip time planned outside these areas. This form must be approved by the Principal and then submitted to the Board of Education meeting held on the 4th Tuesday of each month no later than three months before the proposed date of departure.)

Approved by: J. Tyler, Principal K. Klein Date: Dec 6, 2016

Approved by: _____, Board of Education Date: _____

Date request form submitted:	<u>DEC 6, 2016</u>			Name of school:	<u>NWSS + INT'L ED.</u>		
Supervising Teacher(s):	<u>KAREN KLEIN</u>						
Supervision:	No. of other teachers:	<u>1 (TBA)</u>		No. of other adults:	_____		
Students:	Group:	_____					
	No. of students:	<u>10 +/-</u>		Grade level(s):	<u>9-12</u>		
Destination:	To:	<u>WONZHOU + BEIJING + SHANGHAI</u>					
Date(s):	Date(s):	<u>MAR OR APRIL 2017</u>		Total days away:	<u>10</u>		
Transportation:	Type(s) of transportation:	<u>AIR, TRAIN, BUS</u>					
	Departure place:	<u>YVR (Vancouver)</u>					
	Return place:	<u>YVR (Vancouver)</u>					
	Departure date:	<u>MAR 12 or APR 14</u>		Departure time:	_____		
	Return date:	<u>MAR 22 or APR 24</u>		Return time:	_____		
Other:	Parental Approval Forms completed:	<u>to come</u>					
	Extended Medical Coverage Requested (if applicable):	<u>to come</u>					
Educational purpose of trip:	<u>10th anniversary of sister school agreement.</u>						
				PROJECTED COST:	<u>\$ 2000⁰⁰ CAD</u>		
SOURCES OF FUNDING:							
PAC:	☐	School:	☐	Department:	☐	Student/Family:	
	☒	Other: <u>ground costs pd by CINEC</u>					

CANADIAN SECONDARY WENZHOU No. 22 – BC OFFSHORE SCHOOL

AND

NEW WESTMINSTER SECONDARY SCHOOL

CINEC Education Group is the Owner/Operator of four BC Offshore Schools. One school, Canadian Secondary Wenzhou No. 22, has a long history with the New Westminster School District and a sister-school agreement that began in 2007. In celebration of the 10th Anniversary, the Wenzhou Education Bureau and CINEC are inviting students from NWSS to visit China.

Ideally, they would like NWSS to visit during Spring Break 2017, from March 12 – 22; however, it may be too short of a timeline to attract enough students. The second preferred date would be April 14 – 24, or thirdly July 2 – 12, 2017.

According to the Certification Inspection Report from November, 2015 (summary attached) , The School's BC Program has an enrolment of 72 students, in Grades 10 (42) and 11 (30). The BC Program is accommodated on two floors of a five storey building within Wenzhou No 22 Middle School, a twelve year old Chinese public school enrolling more than 2000 students in Grades 10-12. The spacious campus offers classrooms, laboratories, outdoor basketball courts, playing fields, cafeteria and dormitory facilities, all available to students in the BC program. A new gymnasium complex is scheduled to open in the winter of 2016.

During the most recent visit to the School, the BC Offshore Inspection Team reviewed all standards required in the BC Global Education Program – Offshore Schools Certification Agreement and Operating Manual and met with the School's representatives. The summary of the Inspection Report is attached.

Attachments: Inspection Report summary November 2015

Spring Break China tour – proposed schedule

Submitted Dec 6, 2016
K. Klein

tentative

2017 Spring Break (March) China Tour

Sun	Mon	Tues	Wed	Thurs	Fri	Sat
	12	13	14	15	16	17
	Flight from Vancouver to Wenzhou					AM – Train from Wenzhou South to Shanghai
	Arrive Wenzhou	School Visit		School Visit	School Visit	PM - Shanghai - Yuyuan Garden, Chenghuang Miao bazaars, Nanjing Road
	19	20	21	22		
AM – Oriental Pearl Tower (Dongfang Mingzhu), the Bund	PM – Beijing - Forbidden City Palace (Gugong), Hutong Tour	Beijing – the Great Wall of China	AM – Beijing City Tour (Birds Nest/Water Cube)			
PM – Flight from Shanghai to Beijing			PM – Flight back to Vancouver			

Can be April 14-24

or July 2 - 12, 2017

depending on approval dates + NWSS student interest & availability. p. 11

Certification Inspection Report

BRITISH COLUMBIA PROGRAM

at

CANADIAN SECONDARY WENZHOU NO. 22 SCHOOL

WENZHOU, ZHEJIANG PROVINCE

PEOPLE'S REPUBLIC OF CHINA

NOVEMBER 10-11, 2015

INTRODUCTION

On November 10-11, 2015, a Certification Inspection was completed on Canadian Secondary Wenzhou No. 22 School in Wenzhou, Zhejiang, People's Republic of China, termed the School in this report. The purpose of this inspection was to determine whether the requirements for the British Columbia (BC) education program have been met, according to the *BC Global Education Program – Offshore Schools Certification Agreement*. The inspection team (the Team), appointed by the Director of International Education (the Director), British Columbia Ministry of Education (MoE) in accordance with the *BC Global Education Program – Offshore Schools Certification Agreement (the Agreement)*, consisted of Mr. Brent Koot and Mr. Peter Drescher, who served as Team chair.

The School's BC Program has an enrolment of 72 students, in Grades 10 (42) and 11 (30). The BC Program is accommodated on two floors of a five storey building within Wenzhou No 22 Middle School, a twelve year old Chinese public school enrolling more than 2000 students in Grades 10-12. There is capacity to expand to a third floor when the need arises. The spacious campus offers classrooms, laboratories, outdoor basketball courts, playing fields, cafeteria and dormitory facilities, all available to students in the BC program. A new gymnasium complex is scheduled to open this winter.

During their visit to the School, the Team reviewed all standards required in the *BC Global Education Program – Offshore Schools Certification Agreement and Operating Manual* and met with the School's Owner/Operator, Offshore School Representative (OSR), Chinese Principal, BC Principal, and BC Teachers.

The Owner/Operator, CINEC Education Group, is responsible for the BC Program, which is one of four that it operates in the People's Republic of China. CINEC has also been actively involved



in bringing its BC Offshore School students to BC for summer studies, immersion, and credit courses.

The School's declared mission and stated objectives are as follows:

As part of the CINEC Education Group, we at Canadian Wenzhou No. 22

- *Build positive relationships with the students by developing their individual potential in acquiring the knowledge skills and attitudes necessary to contribute to a pluralistic society;*
- *Provide an environment that encourages innovation and a sense of common purpose;*
- *Support the development of the skills and potential of all staff;*
- *Set clear expectations with natural consequences for choices made;*
- *Provide a safe and comfortable learning environment;*
- *Model good citizenship and leadership;*
- *Help students set and achieve attainable goals;*
- *Teaching knowledge, skills;*
- *Encourage students to develop positive attitudes and to become independent learners;*
- *Utilize technology to facilitate learning/teaching and the sharing of educational resources;*
- *Provide effective curriculum and instructional programs and services.*

The School has identified the goal to graduate students who meet or exceed BC Ministry of Education standards and can successfully enter post-secondary institutions in Canada or other countries of their choice as their highest priority.

The Team would like to thank Canadian Secondary Wenzhou No. 22 School for its hospitality, cooperation and preparedness for the inspection visit.

The School has satisfactorily addressed requirements contained in the previous inspection report.

☐ Requirement Met ☐ Requirement Not Met ☒ Not Applicable

Comment:

There were no requirements to be met contained in the previous inspection report submitted in December 2014.



CONCLUSION

Commendations

The Inspection Team wishes to recognize the Owner/Operator, Principal and staff of Canadian Secondary Wenzhou No. 22 School for:

- The thoughtful and purposeful approach to supporting students to develop language acquisition skills throughout the curriculum and throughout their school experience.
- The degree to which BC teachers, administration, and local ESL teachers work together collaboratively to support the language acquisition needs of the students.
- The School's thoughtful and comprehensive marketing and recruitment efforts. It further commends the Chinese school, and its principal for taking an active role in marketing the BC Program.
- The School's high level of success in encouraging students to continue to post-secondary education in Canada.
- Attending to the matter of leadership succession, by supporting the position of vice principal at the School, and the principal for ensuring that the position offers opportunities to develop leadership skills.
- The multi-faceted approach taken by the Owner/Operator to have support systems in place that help ensure the managed growth, quality, and long term viability of its programs.
- Investing in the collective professional growth and development of staff by providing in-service opportunities, encouraging networking, and establishing a means to share teaching strategies and learning resources across the CINEC group of schools.

SUMMATIVE RECOMMENDATION

The Offshore Inspection Team recommends to the Director of International Education that the British Columbia Program offered at Canadian Secondary Wenzhou No. 22 School be recognized as a British Columbia Certified Program.

