

**BOARD OF EDUCATION
SD NO. 40 (NEW WESTMINSTER)
OPERATIONS POLICY AND PLANNING COMMITTEE AGENDA**

Tuesday, February 8, 2022, 6:45 pm

[Via Webex Livestream](#)

The New Westminster School District recognizes and acknowledges the Qayqayt First Nation, 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>Approval of Agenda</u>	6:45 PM
Recommendation: THAT the agenda for the February 8, 2022 Operations Policy and Planning Committee meeting be adopted as distributed.	
2. <u>Comment & Question Period from Visitors</u>	6:50 PM
3. <u>Reports from Senior Management</u>	
a. Capital Projects Update	7:00 PM
i. Queen Elizabeth Elementary School Expansion Project (Verbal) (D. Crowe)	
ii. NWSS Decommissioning Project (Verbal) (D. Crowe)	
iii. Skwo:wech (D. Crowe)	<u>3</u>
b. Operations Update	7:15 PM
i. Facilities Report February 2022 (B. Ketcham)	<u>10</u>
ii. Technology Information Services Verbal Update (M. Naser)	
c. Replacement Coverage (R. Weston)	7:30 PM <u>11</u>

- d. Living Wage Report (Verbal) (R. Weston) 7:35 PM
- e. COVID-19 Update (K. Hachlaf) 7:40 PM [12](#)
- 4. **General Announcements** 7:50 PM
Pink Shirt Day, February 23. Please wear your Pink Shirts at the February 22 Board meetings.
- 5. **New Business** 7:55 PM
 - a. BCPSEA Report Out (Trustee Russell)
- 6. **Old Business** 8:10 PM
- 7. **Question Period (15 Minutes)** 8:15 PM
Questions to the Chair on matters that arose during the meeting.
- 8. **Adjournment** 8:30 PM

PROJECT STATUS REPORT

Project	Project Name McBride Replacement	Project Description	Construction of new building and demolition of existing	Project Dashboard Green: As planned Yellow: Corrective Action Being Taken Red: Executive Attention Required			
Date	Feb. 2	Year	2022	Scope		Budget	
Prepared By	Karen Hearn			Schedule		Issues	

Project Status

Brief paragraph describing the status of the project, milestones achieved and not reached. Major upcoming milestones.

Project is in the construction stage for the new school.

Since the January report the following major milestones were achieved:

- Gym flooring installed with sanding ongoing
- Elevator inspection and approval to use completed
- Concrete curbs and sidewalk completed at level 3
- Front doors have arrived and installed
- Concrete floor polishing is complete
- Lighting installation 95% complete
- Painting of drywall 100% first coats and 55% final coat
- Interior window frames 75% complete
- Exterior cladding 95% complete
- Millwork installation 85% complete
- Wood slat ceilings are complete

Upcoming major milestones

- Completion of the installation of the exterior cladding
- Concrete work in main courtyard
- Completion of building system commissioning
- Training/demonstration of the building systems for School District maintenance staff (one session scheduled to date)
- Installation of exterior lighting
- Completion of the demolition plan
- City Occupancy inspection

Project Scope

Changes to the original scope or key assumptions which may have a material impact on schedule, budget, or project outcome.

1. Increase of building size to accommodate siting on the property. The school portion of the building is 3,765 m². Total space for the Child Care is 435 m² with the Childcare funding being provided from the Ministry of Children and Family Development and the City of New Westminster.

PROJECT STATUS REPORT

Project Schedule

Highlight any important changes or risks to the project timelines.

The General Contractor had been aiming for opening December 2021 or January 2022. Challenges with the availability and delivery of materials subsequent to the flooding early in November, the continued extreme weather and continued challenges from COVID-19 have resulted in a delay in project completion. The General Contractor is now aiming for a turnover of the building to the School District prior to Spring Break.

The following table provides further details regarding the project schedule.

Task	Completed by	Status Feb. 2/22
Phase one – new school		
Excavation, shoring, micro piling, formwork for foundation	Last week August 2020	Complete
Slab on grade	Mid-September 2020	Complete
Steel structure including decking	1 st week of March 2021	Complete
Roof	2 nd week April 2021	Complete
Exterior windows and exterior building envelope	Last week August 2021	75% complete
Interior finishes	2 nd week December 2021	Mid-February
Occupancy (refers to City inspection & approval)	Mid December 2021	First Week March
Phase two – demolition & completion of landscaping		
Demolition	Mid-April 2022	June
Completion of Landscaping	End of August 2022	October

Project Budget

Changes to overall budget and approx. % over or under budget.

The project budget has been revised based upon the bid price. The revised project budget is \$34,984,643. Earlier in the project Change Orders were exceeding expectation for the point in the project. Work with the General Contractor and consultants has resulted in cost savings

At this time, the project is projected to be within the revised project budget of \$34,984,643.

Major Risks

New risks as of February 2022 are provided in red italics.

As identified in the Funding Agreement:

- 1. Unexpected Soil & Ground Conditions – while there have been unexpected soil & ground conditions to date these have not resulted in significant impact to the project. For the Phase 1 (new school) portion of the project this risk is decreasing. The main water line serving the school was hit by an excavator on November 4th causing a shut down of water service to the school. The service was restored in less than 1.5 hours.*
- 2. Hazmat - A small amount of abandoned asbestos containing underground pipe was discovered and removal and remediation completed at a cost of less than \$3,500.*
- 3. Additional City Requirements - With the Building Permit in place this risk is decreased. There were some*

PROJECT STATUS REPORT

additional requirements.

4. *Post Completion Audit*
5. *Escalation With the contract in place this risk has been eliminated. Change order pricing for required changes will potentially be impacted by the rising costs. Efforts continue to minimize change orders.*

Additional major risks include:

- *Safety – construction vehicle access as well as construction site strategies to minimize danger to students and community. With classes underway the Site Superintendent and School Principal have been working together to ensure deliveries of materials do not impact arrivals and departures of students and to ensure parents are not providing drop off via car on Archer Street. A potential issue of ice build-up on Archer Street near the storm drain was identified by the School Principal and the General Contractor agreed to make changes to their water discharge to eliminate the risk.*
- *Neighbours concerns regarding construction disruption - To date there have been few complaints and no substantive concerns.*
- *Quality – ensuring competent contractor, design team, project manager The General Contractor and consultants have been responsive in a timely manner and providing quality service including detailed field reviews by consultants and the project manager.*
- *Timing of approvals – ensuring adequate time in the project schedule for approvals balanced with timely response While the approval to award the tender and receipt of permits from the City was slower than anticipated these milestones have been achieved. Change order responses are completed quickly to ensure the project schedule is not impacted.*
- *COVID-19 and impact on availability and timing for supply deliveries and availability of trades personnel The General Contractor is anticipating long lead time items and ordering/stock piling in advance as able. The General Contractor is working with subtrades and the design team to find alternate products as required.*
- *A Risk Management Plan for the project has been prepared and reviewed with the Steering Committee. The committee regularly review the risks and strategies in place to manage the risks.*
- *Distribution challenges to get materials due to impact from major roads being closed/damaged by extreme weather.*
- *Extreme weather events impacting ability to complete installation of exterior surfaces and landscaping*
- *Timing for consultants sign off and then City Occupancy inspection are constrained with efforts to reduce risk being developed. Needing to ensure adequate notification time for parents regarding timing of the move.*

Issues

Significant issues or risks that should be brought to the attention of the Project Committee. These include issues being managed by the project team and issues which need to be escalated for Executive intervention.

- *Extreme weather, availability of materials, and increased cases of COVID impacting the availability of trades personnel are impacting project completion. The currently proposed timing by the General Contractor for inspections has minimal time for any issues. Work is in progress to reduce this risk.*

PROJECT STATUS REPORT



Exterior – Third Level Sidewalks Installed



Third Level Traffic Island Progressing

PROJECT STATUS REPORT



Exterior Courtyard Progressing



Gym Floor Installed with Sanding ongoing

PROJECT STATUS REPORT



Wood Slat Ceiling



Classroom Millwork progressing

PROJECT STATUS REPORT



Collaborative Learning Space Millwork Installation

Capital Projects, Operations and Planning

1. The 64 HEPA filters purchased by the District in January have all been deployed to portables and certain school sites that did not have the MERV-13 filtration that is recommended by the Ministry.
2. The Rapid Antigen Tests provided by the Ministry of Education for staff use were repackaged and deployed to staff across all sites.
3. To support the City's need for community space due to the Canada Games Pool closure, the District has offered Herbert Spencer gym for weekend use for pickle ball. The City has added pickle ball lines to the gymnasium to prepare for its use.
4. The facilities rentals were paused for two weeks during January due to the high transmissibility of the omicron variant. As of January 18, rentals commenced.

Finance

1. The payroll team prepares to issue T4 to all employees in the District for the 2021 calendar year.
2. The Finance team has completed a round of visits with school leadership teams to touch base on current year budgets and other relevant matters.
3. The team is working on the amended budget which we will look to have passed by the Board of Education on February 22, 2022.

Ministry & Other Submissions: January 2022

Submitted to:	Description	Date
Ministry of Education	Event Driven Financial Reporting	January 24, 2022
Ministry of Education	Employment Data and Analysis System (EDAS)	January 31, 2022

Supplement to: OPERATIONS POLICY & PLANNING COMMITTEE

Date: January 24, 2022

Submitted by: Robert Weston, Executive Director of Human Resources

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

Subject: November 1, 2021 to December 17, 2021 Non-Replacement Data (Staffing)

Background:

The data chart below is provided in response to the following Board motions:

MOTION: 2018-118 - Teachers Teaching On Call (TTOC) Shortages, and

MOTION: 2018-119 - Educational Assistants Absence Coverage

NOVEMBER 2021	Total Teacher or EA days 20	Total absence days in month	Total absence days replaced in month	Total absence days not replaced by TTOC's/Casuals	** Covered by School based administrators
A. Enrolling Teaching assignments	6998	411	322	89	55.50
B. Non-Enrolling assignments	2474	120.50	38	82.50	0
C. Education Asst.	3540	330	192	138	N/A

DECEMBER 2021	Total Teacher or EA days 13	Total absence days in month	Total absence days replaced in month	Total absence days not replaced by TTOC's/Casuals	** Covered by School based administrators
A. Enrolling Teaching assignments	4507	240	211	29	21.50
B. Non-Enrolling assignments	1621	94	23	71	0
C. Education Asst.	2301	191	108	83	N/A

** All such absences were covered by the reassignment of non-enrolling teachers or school-based administrators

COVID-19 Update Operations Committee

Karim Hachlaf
February 8, 2022

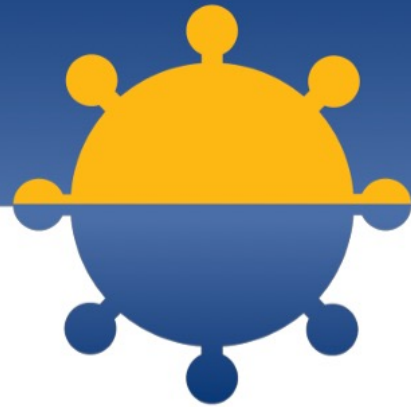
Rapid Testing Distribution – Students & Staff



Student and Staff Illness

Daily Health
Check ☒

Provincial K-12 Communicable Disease Guidelines



Coronavirus COVID-19
BC Centre for Disease Control | BC Ministry of Health

