



REGULAR OPEN MEETING OF THE BOARD

Tuesday, March 28, 2017

7:30 pm – School Board Office

**Location: 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 February 28, 2017 Regular Meeting *Encl Pg 1*
- b) Business Arising from the Minutes

3. STUDENT RECOGNITION

4. VISITORS

5. CORRESPONDENCE

- a) Correspondence for Action
 - i. BC Professional Fire Fighter's Association *Encl Pg 5*
- b) Correspondence for Information
 - i. City of New Westminister re Development Variance Permit *Encl Pg 8*
 - ii. Community Member re Sanctuary Schools Policy *Encl Pg 9*
 - iii. Community Member re Sanctuary Schools Policy *Encl Pg 10*

6. BOARD COMMITTEE REPORTS

- a) **Combined Education & Operations Policy and Planning Committee, March 7, 2017**
 - i. Comments from the Committee Chair, Trustee Ewen
 - ii. Approval of the March 7, 2017 Education Policy and Planning Committee Minutes *Encl Pg 11*

Recommendation: THAT the Board of Education of School District No. 40 (New Westminster) approve the minutes from the March 7, 2017 Combined Education Policy & Planning Committee meeting.

7. REPORTS SENIOR MANAGEMENT

- a) District Calendar 2017-18 *Encl Pg 14*

Recommendation: THAT the Board of Education of School District No. 40 (New Westminster) approve the District Calendar 2017-18 as presented.

- b) 2017-18 Provincial Funding Grant Announcement (K. Lorenz) *Encl Pg 15*
c) 2017-18 Five-Year Capital Plan Bylaw (K. Lorenz) *Encl Pg 16*

Recommendation #1: THAT the Board of Education of School District No. 40 (New Westminster) accept three readings of Capital Project Bylaw No. 17/18-CP-SD40-01 at the March 28, 2017 Regular Board Meeting.

Recommendation #2: THAT the Board of Education of School District No. 40 (New Westminster) approve Capital Project Bylaw No. 17/18-CP-SD40-01 the Bylaw as read a first and second time.

Recommendation #3: THAT the Board of Education of School District No. 40 (New Westminster) approve Capital Project Bylaw No. 17/18-CP-SD40-01 as read a third time, reconsidered, and finally adopted.

- d) Busing Report (K. Lorenz) *Encl Pg 37*

8. TRUSTEE REPORTS

9. QUESTION PERIOD (15 minutes)

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

10. NOTICE OF MEETINGS

April 4, 2017: Education Policy & Planning Committee, 7:30 pm – School Board Office
April 11, 2017: Operations Policy & Planning Committee, 7:30 pm – School Board Office
April 25, 2017: School Board Meeting, 7:30 pm – School Board Office

11. REPORTING OUT FROM IN-CAMERA MEETING

12. ADJOURNMENT



**MINUTES OF THE REGULAR MEETING OF THE
NEW WESTMINSTER BOARD OF EDUCATION
HELD TUESDAY, FEBRUARY 28, 2017 AT 7:30 P.M.
SCHOOL BOARD OFFICE, 800 ONTARIO STREET**

PRESENT: Ms. J. Campbell, Trustee
Mr. M. Ewen, Trustee
Mr. C. Cook, Trustee
Mr. M. Gifford, Vice Chair
Mr. J. Janzen, Trustee
Ms. M. Lalji, Trustee
Ms. K. Slade-Kerr, Chair

Ms. J. Grant, Associate Superintendent
Mr. K. Lorenz, Secretary Treasurer
Ms. B. Basden, Recording Secretary

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:

2017-018

THAT the Board of Education of School District No. 40 (New Westminister) adopt the agenda for the February 28, 2017 Regular School Board meeting as amended by reversing items 5 and 6.

Carried Unanimously.

2. APPROVAL OF THE MINUTES

a) Board Meeting Minutes for Approval:

Moved and Seconded:

2017-019

THAT the Board of Education of School District No. 40 (New Westminister) approve the minutes from the January 31, 2016 School Board meeting; and the February 7, 2017 Special Board meeting as presented.

Carried Unanimously.

b) Business Arising from the Minutes

There was no business arising from the minutes.

3. DISTRICT PRESENTATIONS

a) Child & Youth Friendly Community Mapping Project

Staff and students from Glenbrook Middle School presented on the Child and Youth Friendly Community Mapping Project.

4. VISITORS

Visitors were welcomed and provided the opportunity to address the Board.

Several visitors spoke in support of the draft Sanctuary Schools Policy.

Open Board Meeting
February 28, 2017

5. **BOARD COMMITTEE REPORTS**

a) ***Combined Education and Operations Policy & Planning Committee***

i. Committee Chair, Mark Gifford, provided an update from the Education Policy and Planning Committee meeting held February 7, 2017.

ii. Sanctuary Schools

Moved and Seconded: **2017-020**

THAT the Board of Education for School District No. 40 (New Westminster) adopt the New Westminster Sanctuary Schools Policy as presented.

Moved and Seconded: **2017-021**

THAT the New Westminster Sanctuary Schools Policy be amended under 3.9 by adding the word "resident" in front of the word "child".

Carried.

Moved and Seconded: **2017-022**

THAT the New Westminster Sanctuary Schools Policy be amended under 3.9 by adding the words "who is ordinarily resident" after the word "child".

Carried.

Main Motion as Amended: **2017-023**

THAT the Board of Education for School District No. 40 (New Westminster) adopt the New Westminster Sanctuary Schools Policy as amended by adding the words "who is ordinarily resident" after the word "child".

Carried Unanimously.

iii. Approval of the February 7, 2017 Education Policy and Planning Committee Minutes.

Moved and Seconded: **2017-024**

THAT the Board of Education of School District No. 40 (New Westminster) approve the minutes from the February 7, 2017 Education Policy and Planning Committee meeting as presented.

Carried Unanimously.

b) ***Operations Policy & Planning Committee***

i. Committee Chair, James Janzen, provided an update from the Operations Policy and Planning Committee meeting held February 14, 2017.

Open Board Meeting
February 28, 2017

- ii. Approval of the February 14, 2017 Operations Policy and Planning Committee Minutes.

Moved and Seconded:

2017-025

THAT the Board of Education for School District No. 40 (New Westminster) approve the minutes from the Operations Policy and Planning Committee meeting held February 14, 2017.

Carried Unanimously.

- c) *Committee Chair Appointments*

Trustee Janzen was appointed Chair of the Operations Policy and Planning Committee.

Trustee Ewen was appointed Chair of the Education Policy and Planning Committee.

6. **CORRESPONDENCE**

The Board received a piece of correspondence from the City of New Westminster.

7. **REPORTS FROM SENIOR MANAGEMENT**

- a) *Amended Annual Budget 2015/16*

Secretary Treasurer Lorenz provided a copy of the Amended Annual Budget for the 2015/16 fiscal year.

Moved and Seconded:

2017-026

THAT the Board of Education for School District No. 40 (New Westminster) accept three readings, reconsideration and final approval of Amended Budget Bylaw 2016-17 at the February 28, 2017 Regular Board Meeting.

Carried Unanimously.

Moved and Seconded:

2017-027

THAT the Board of Education for School District No. 40 (New Westminster) approve Amended Budget Bylaw 2016-17 as read a first and second time.

Carried Unanimously.

Moved and Seconded:

2017-028

THAT the Board of Education for School District No. 40 (New Westminster) approve Amended Budget Bylaw 2016-17 as read a third time, reconsidered and finally adopted.

Carried Unanimously.

- b) *2017/18 Budget Assumptions*

Secretary Treasurer Lorenz provided a summary of the 2017/18 Budget Assumptions.

Open Board Meeting
February 28, 2017

c) *2017/18 Draft School Calendar*

The Board was provided with a draft calendar for the 2017-18 School Year.

Moved and Seconded:

2017-029

THAT the Board of Education for School District No. 40 (New Westminster) approved the draft 2017/2018 district calendar be posted to the district website and distributed for a consultation period of 28 days; AND THAT the draft calendar be brought back to the Board at the March 28, 2017 meeting for a final recommendation based on any potential changes.

Carried Unanimously.

8. **TRUSTEE REPORTS**

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

9. **QUESTION PERIOD**

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

10. **NOTICE OF MEETINGS**

11. **REPORTING OUT FROM IN-CAMERA MEETING**

The board reported out from the In-Camera meeting the decision on the process of Superintendent Evaluation and the intention to solicit expressions of interest to facilitate the process.

12. **GENERAL ANNOUNCEMENT**

13. **ADJOURNMENT**

The meeting be adjourned at 10:00

Chairperson

Secretary Treasurer



BRITISH COLUMBIA PROFESSIONAL FIRE FIGHTERS' ASSOCIATION

Affiliated with the International Association of Fire Fighters, A.F.L. – C.I.O.

Canadian Labour Congress

3891 Main Street, Vancouver, BC, V5V 3P1

604 436-2053 | Fax 604 436-3057 | www.bcpffa.org



B.C. Professional Fire Fighters' Association Magazine

The British Columbia Professional Fire Fighters' Association (BCPFFA) is an organization comprised of the 53 Locals who represent the professional men and women fire fighters in the province of British Columbia. All 53 Locals are members of the International Association of Fire Fighters (IAFF), the parent organization which serves the more than 18,000 Canadians for whom fire-fighting is a career. There are approximately 3,900 career fire fighters in B.C.

The professional fire fighters in your community are trained to provide many services other than the traditional role of fire suppression. They work daily to hone their skills in such disciplines as High Angle (hi-rise), Tower Crane, Mountain, and Confined-Space Rescue; Hazardous Materials Response; Heavy Rescue (industrial type accidents); Auto Extrication (motor vehicle accidents); First Responder Emergency Medical Response; Fire Safety Inspections; Fire Prevention Education Programs and other critical tasks relating to Emergency Response and Emergency Rescue.

Our Association is committed to providing services and resources to our member Locals, and to actively work with governments and other agencies so that our members and the citizens they serve are well protected and cared for. In order to further our goals, we are working with FireSafe Communications to produce our BCPFFA magazine. Proceeds from advertising sales in the magazine will benefit the BC Professional Fire Fighters' Burn Fund, a charitable arm of the Association.

Please visit our BCPFFA website www.bcpffa.org and under the 'What's New' tab find out more about your professional fire fighters and their projects.

The B.C. Professional Fire Fighters' Burn Fund

Each year almost 700 children and adults from around B.C. are admitted to the Burn, Trauma, and Plastics Units at Vancouver General Hospital and B.C. Children's Hospital suffering serious trauma.

Professional fire fighters throughout the province dedicate their time and skills to help burn survivors. The Burn Fund has committed one million dollars in funding to the Burn Unit at Vancouver Hospital — one of the largest corporate donations to the Vancouver Hospital Foundation. The Burn Fund operates an annual summer Children's Burn Camp for young burn survivors, and raises money to upgrade and purchase new equipment for hospitals in B.C. Please visit www.burnfund.org for more information about all our programs.

We thank you kindly for participating in this project and in turn supporting our Burn Prevention and Education programs for our province.

Sincerely,

Michael Hurley, President
PER
BRITISH COLUMBIA PROFESSIONAL FIRE FIGHTERS' ASSOCIATION

Michael Hurley
President

Gord Ditchburn
Secretary-Treasurer

**On Behalf of the British Columbia Fire Fighters Association
FireSafe Communications**

#142 4111 Hastings Street, V5C 6T7, Burnaby, BC
Tel: 1-877-308-2762 Fax: 1-888-546-0705
EMAIL: bcpffa@firesafecomunications.com



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Digital files can be sent via email to: bcpffa@firesafecomunications.com

**On Behalf of the British Columbia Fire Fighters Association
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Platinum Sponsorship

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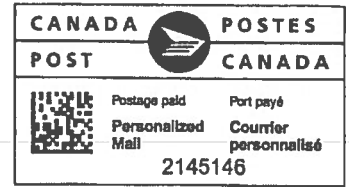
Gold Sponsorship

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Corporation of the City of
NEW WESTMINSTER

511 Royal Avenue
New Westminster, BC V3L 1H9



IMPORTANT INFORMATION. Please have this translated.

RENSEIGNEMENTS IMPORTANTS. SVP demander à quelqu'un de traduire pour vous.

ਮਹੱਤਵਪੂਰਨ ਜਾਣਕਾਰੀ ਨੂੰ ਇਸ ਦਾ ਅਨੁਵਾਦ ਹੈ ਕਰਿਪਾ ਕਰਕੇ

MAHALAGA NA IMPORMASYON Mangyaring magkaroon ng na-translate na ito

重要资讯 请找人帮忙翻译这段文字

INFORMACIÓN IMPORTANTE Pida que alguien le traduzca la información

중요 정보. 다음 정보를 번역하세요.

ВАЖНАЯ ИНФОРМАЦИЯ. Пожалуйста переведите.

INFORMAȚII IMPORTANTE Rugati pe cineva să va traducă

The Freedom of Information and Protection Act deems any response to this notification to be public information. If you have contracted to sell or lease all or part of your property to any person, firm or corporation, we strongly urge you to deliver this courtesy notification, as soon as possible, to the prospective buyer or tenant.

OCCUPANT
811 ONTARIO ST
NEW WESTMINSTER BC
V3M 0J7

4800004

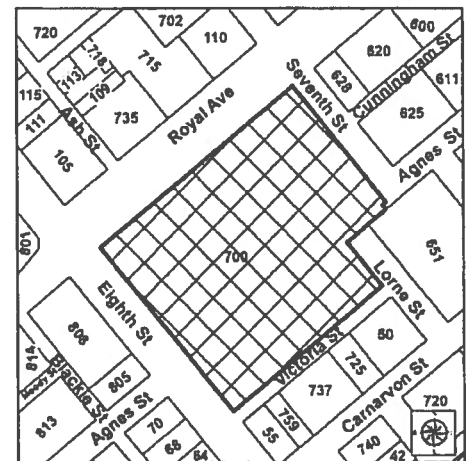
NOTICE OF OPPORTUNITY TO BE HEARD

Development Variance Permit for 700 Royal Avenue (DVP00623)

MONDAY MARCH 27, 2017 AT 6:00 P.M.

Council Chamber, Second Floor of City Hall, 511 Royal Avenue

A proposal has been submitted to vary Sign Bylaw regulations for 700 Royal Ave (outlined in bold on the adjacent map) to allow a larger fascia sign for Douglas College, facing Eighth Street. A development variance permit is required to vary the Sign Bylaw to allow an increase in the sign area for a fascia sign. The maximum sign area is 14 square metres (150.7 square feet). The proposed sign would be 28 square metres (300 square feet). The Sign Bylaw also allows only one sign per street frontage. The proposed sign would be the second sign on the same street frontage (Eighth Street).



HOW DO I GET MORE INFORMATION?

The permit application and all pertinent material are available for viewing in the Planning Division at City Hall 10 business days prior to the Opportunity to be Heard, March 13 to March 27, 2017. City Hall hours are Monday between 8:00 am and 7:00 pm, and Tuesday through Friday between 8:00 am and 5:00 pm (except statutory holidays).



HOW CAN I BE HEARD?

The public is welcome to attend the Opportunity to be Heard on March 27, 2017 at 6:00 pm, or send a written submission addressed to Mayor and Council prior to the closing of the Opportunity to be Heard.

Email: clerks@newwestcity.ca
In-person: City Hall at 6:00 pm on March 27, 2017
Post: Legislative Services Department
511 Royal Avenue
New Westminster BC V3L 1H9



QUESTIONS AND COMMENTS?

All submitted comments will be distributed to Council and posted on the City's website. For more information regarding this proposal, please call the Planning Division at 604-527-4532.

For more information on Opportunities to be Heard, please visit www.newwestcity.ca/publicnotices.

Dear Chair,

We just read the local paper in reference to the new policy. How sad that the board has put school staff , NWPD , CBSA staff and new families to Canada in such a difficult position. There is no reason a family cannot apply for refugee status , visa status, student visa status or apply to come to Canada under legal process. I'm an immigrant to Canada and have help families with refugee claims. Please you have confused Canada for the United States and insulted and hurt our Canadian Police and CBSA members and families. In fact you have pushed non status families into the shadows because now you have provided proof that people and families who need help cannot trust federal agencies. That they will not be welcome and treated fairly in Canada.

When have Police and CBSA ever entered a school looking for students who are applying to have a safe home in Canada.

The new policy will only hurt families and divide people, you should helping by providing students and families with help applying for status.

You have created fear, people come to Canada because they believe we will treat them with care. The message you have sent is that New Westminster ,Canada is a place to hide in fear.

Please open up families to services and resources that help them apply for status not push them into the dark.

If you have evidence of authorities storming in and kicking in doors please share them so they can be dealt with.

We are Canadian not American

Please revisit this policy and help people trust one another not live in fear.

Thank you,



Kelly Slade-Kerr

Chair, Board of Education
New West Schools

From: [REDACTED], on behalf of [REDACTED]
Sent: Thursday, March 2, 2017 12:14 PM
To: Michael Ewen; Mark Gifford; James Janzen; Mary Lalji; Kelly Slade-Kerr
Subject: As i local resident, i am shocked and shame of you!

重要性: 高
NW trustees:

I am [REDACTED], a resident of New Westminster.

I am shocked by your recent movement to accept undocumented persons into our schools. This is against Canadian's benefits and interests!

The policy is also very unfair for hard-working residents who pay for their taxes, and legitimate immigrates like my family and all other international students who pay expensive tuitions. It would encourage illegal border-crossing, human smuggling and overstay undocumented migrants.

Such sanctuary school policy should be decided by a city-wide referendum instead of by a group trustees!

Cheers,
[REDACTED]
[REDACTED]



MINUTES OF THE COMBINED EDUCATION AND
OPERATIONS POLICY & PLANNING COMMITTEE
HELD **TUESDAY, MARCH 7, 2017** AT 7:30 PM
SCHOOL BOARD OFFICE, 800 ONTARIO STREET

PRESENT: Ms. J. Campbell, Trustee
Mr. C. Cook, Trustee
Mr. M. Ewen, Trustee
Mr. M. Gifford, Board Vice Chair
Ms. M. Lalji, Trustee
Ms. K. Slade-Kerr, Board Chair

Mr. P. Duncan, Superintendent of Schools
Mr. K. Lorenz, Secretary Treasurer
Ms. P. Samra, Recording Secretary

Regrets: Mr. J. Janzen, Trustee

Trustee Ewen 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 March 7, 2017 Combined Education and Operations Policy and Planning Committee meeting be as adopted as presented.

Carried Unanimously.

2. QUEENSBOROUGH MIDDLE SCHOOL PRESENTATION “MINDFULNESS”

Three students from Queensborough Middle School, Susanna Ujfalusi, Gunjot Nahal and Eshnoor Cheema, presented on Mindful Breathing and Growth Mindsets.

3. FINANCIAL UPDATE

The Committee received a Financial Update for the period ending January 31, 2017.

4. MAINTENANCE & CAPITAL PROJECT UPDATE

The Committee received an update on the current Maintenance and Capital Projects.

5. POLICY HANDBOOK: PROPOSED AMENDMENTS TO POLICIES

POLICY 7: BOARD OPERATIONS

Moved and Seconded:

THAT the Combined Education & Operations Policy and Planning Committee amend draft Board Policy 7, “Board Operations” under section 10.2.6: “Conference and Travel Expenses” 10.2.6.

MOTION FAILED

11

POLICY 9: BOARD REPRESENTATIVES

- i. By consensus of the Board, proposed amendments to Policy 9 “Civic and Community Committee Representatives” preamble was changed to “City” from “Municipal” and to “Board” from “District.”

Moved and Seconded:

THAT the Combined Education & Operations Policy and Planning Committee amend draft Board Policy 9 “Board Representatives”, under “Civic and Community Representatives by deleting Section 1 that reads: “ Normally such committees deal with administrative matters and therefore shall be represented by administrative staff selected by and reporting to the Superintendent”; and renumbering the remaining section accordingly.

CARRIED UNANIMOUSLY.

Moved and Seconded:

THAT the Combined Education & Operations Policy and Planning Committee amend draft Board Policy 9 “Board Representatives” under “Civic and Community Committee Representatives, Section 2” by deleting: “Normally if there is such a need the Board corporate will seek a meeting with the Municipal Council to determine the issues to be addressed and the most appropriate means of addressing these issues of mutual interest to the two governing bodies. Major facility construction, for example has resulted in a Task Force being established.”

CARRIED UNANIMOUSLY.

Moved and Seconded:

THAT the Combined Education & Operations Policy and Planning Committee amend draft Board Policy 9 “Board Representatives” under “Civic and Community Committee Representatives, Section 2 to read: “When an invitation is received for Board membership on a civic or community committee, the Board shall determine, in consultation with the Superintendent whether to accept the invitation and if so, whether it requires Board or staff representation.”

CARRIED UNANIMOUSLY.

Moved and Seconded:

THAT the Combined Education & Operations Policy and Planning Committee amend draft Board Policy 9 “Board Representatives”, under “School Liaison Trustee Role”, to read: “Therefore the role of school liaison trustee does not require attendance at Parent Advisory Council meetings.”

CARRIED UNANIMOUSLY.

#12

Moved and Seconded:

THAT the Combined Education & Operations Policy and Planning Committee amend draft Board Policy 9 "Board Representatives", under School Trustee Liaison Role" to read "The role of liaison trustee is to represent the Board of Education and to provide visible support for school activities including but not limited to athletic competitions, fine arts performances and displays, school celebrations, and recognition events."

CARRIED UNANIMOUSLY.

6. AMENDED ANNUAL BUDGET 2016-2017

There was no discussion or action on the Amended Annual Budget 2016-2017.

7. GENERAL ANNOUNCEMENTS

Board Chair Slade-Kerr participated in a conference call regarding the Provincial Budget 2017.

Trustee Lalji shared feedback from the May Day changes.

8. ADJOURNMENT

The meeting was adjourned at 9:50 pm

#13



PROPOSED 2017 – 2018 School Calendar	
<u>2017</u>	
Tuesday, September 5	- First day of school
Friday, September 22	- Non-Instructional Day
Friday, October 6	- Curriculum Implementation Day
Monday, October 9	- Thanksgiving Day
Friday, October 20	- Provincial Pro-D Day
Monday, November 13	- Remembrance Day
Monday, November 27	- Non-Instructional Day
December 22, 2017 – January 5,	- Winter Break
<u>2018</u>	
Monday, January 8	- Schools reopen
Monday, February 12	- Family Day
Friday, February 23	- Non-Instructional Day
March 19 – 29	- Spring Break
Friday, March 30	- Good Friday
Monday, April 2	- Easter Monday
Tuesday, April 3	- Schools reopen
Monday, April 23	- Non-Instructional Day
Friday, May 18	- Non-Instructional Day
Monday, May 21	- Victoria Day
Thursday, June 28	- Last day for students
Friday, June 29	- Administrative Day



March 15, 2017

Ref: 193335

To: All Secretary-Treasurers
All School Districts

Re: Estimated Operating Grants for 2017/18

For your information, the estimates for the 2017/18 operating grants have been completed for all 60 boards of education. Total district allocations are based on the provincial operating grant of \$4.999 billion, and on projected enrolments provided by boards for the 2017/18 school year.

Detailed information on the Funding Allocation System is included in the Operating Grants Manual, which is available on the Ministry of Education's website at the following link:

[2017/18 Estimated Operating Manual and Tables](#)

The total 2017/18 operating grant of \$4.999 billion includes funding for labour settlements with teachers and support staff, including the Economic Stability Dividend, as well as ensuring that all enrolment growth is fully funded at the published per student rates. As a result, the following adjustments are being made to the operating grant formula:

Funding Supplement	2016/17 Rate	2017/18 Rate	Change
Basic Allocation	\$7,218	\$7,301	\$83
Basic Allocation – Distributed Learning	\$6,030	\$6,100	\$70
Special Needs – Level 1	\$37,700	\$38,140	\$440
Special Needs – Level 2	\$18,850	\$19,070	\$220
Special Needs – Level 3	\$9,500	\$9,610	\$110
English Language Learning	\$1,380	\$1,395	\$15
Aboriginal Education	\$1,195	\$1,210	\$15
Adult Education	\$4,565	\$4,618	\$53
Small Community Supplement	n/a	n/a	1.2%
Low Enrolment Factor	n/a	n/a	0.5%
Student Location Factor (elementary)	\$255.50	\$258.75	\$3.25
Student Location Factor (secondary)	\$340.67	\$345.00	\$4.33
Summer Learning – Grade 1 to 9	\$206	\$208	\$2
Summer Learning – Grades 10 to 12 and Cross-Enrolment – Grades 8 to 9	\$412	\$416	\$4

.../2

Consistent with the approach used in 2016/17, there is no holdback for unanticipated enrolment growth in 2017/18. However, if actual enrolment exceeds district estimates, government has agreed to maintain published rates and manage any additional enrolment risk outside the operating grant.

Operating grants will be recalculated in the fall of 2017, after September 30, 2017 enrolment is confirmed. Operating grants will again be adjusted subsequent to the February and May 2018 continuing education and Distributed Learning enrolment counts. Funding will also be adjusted in February 2018 for any growth in special needs enrolment, and for new refugee enrolment.

The Classroom Enhancement Fund (CEF) is being provided to assist districts in complying with the recent settlement with the BC Teachers' Federation on class size, composition and non-enrolling teachers. Further details on the CEF and reporting requirements will be made available shortly.

The Supplement for the Education Plan is provided to assist boards in realizing the objectives and implementing initiatives laid out as part of the Education Plan. A letter with additional detail regarding the Ministry of Education's expectations will be sent shortly to Superintendents. This supplement is being provided outside of the Funding Protection calculation, which ensures that all districts receive the additional amount.

As you are aware, all districts are subject to compliance audits and potential recoveries for funding claims not in compliance with Ministry policy and directives. School districts should be aware that audit adjustments will be included in the calculations of Funding Protection and the Supplement for Enrolment Decline when they are recalculated in autumn 2017, which may affect the allocations under these supplements for some districts.

Districts eligible for Funding Protection should also be aware that labour settlement funding is excluded from the Funding Protection calculation. As a result, labour settlement funding is being provided in addition to Funding Protection; however, the amount of labour settlement funding is not protected under Funding Protection and may change depending on how enrolment changes compared to district estimates.

The 2017/18 Annual Budget must be submitted to the Minister on, or before June 30, 2017. Annual Budget Instructions will be made available after the details on the CEF have been provided and will be posted on the Ministry website at:

[Annual Budget Instructions, Bylaw, and Template](#)

The Estimator, a tool to assist boards in determining funding projections, is being updated for 2017/18. As in previous iterations, the updated Estimator will incorporate the next three years of funding projections into one program. The Estimator will be available to districts upon request by sending an e-mail to Michael.Lebrun@gov.bc.ca.

If you have any further questions about the 2017/18 funding allocations, please contact Jonathan Foweraker, Director, Funding and Allocation at Jonathan.Foweraker@gov.bc.ca or Michael Lebrun at the e-mail address noted above.

Sincerely,



George Farkas
Assistant Deputy Minister

pc: All Superintendents of Schools
All Board Chairs and Trustees
Teresa Rezansoff, President, BCSTA
Mike Roberts, CEO, BCSTA
Kelvin Stretch, President, Secretary Treasurer, BCASBO
Joan Axford, Executive Director, BCASBO
Tom Longridge, President, BCSSA
Juleen McElgunn, Executive Director, BCSSA

CAPITAL PROJECT BYLAW NO. 17/18-CP-SD40-01

A BYLAW by the Board of Education of School District No. 40 (New Westminster) (hereinafter called the "Board") to adopt a Capital Project of the Board pursuant to Sections 143(2) and 144(1) of the *School Act*, R.S.B.C. 1996, c.412 as amended from time to time (call the "Act").

WHEREAS in accordance with provisions of the *School Act* the Minister of Education (hereinafter called the "Minister") has approved a capital plan of the Board.

NOW THEREFORE the Board agrees to the following:

- (a) authorizes the Secretary-Treasurer to execute project agreements related to the expenditures contemplated by the Capital Plan;
- (b) upon approval to proceed, commence the Project and proceed diligently and use its best efforts to complete each Project substantially as directed by the Minister;
- (c) observe and comply with any rule, policy or regulation of the Minister as may be applicable to the Board or the Project(s); and,
- (d) maintain proper books of account, and other information and documents with respect to the affairs of the Project, as may be prescribed by the Minister.

NOW THEREFORE the Board enacts as follows:

- 1. The Capital Bylaw of the Board approved by the Minister that specifies the supported projects in the Ministry's letter of March 17, 2017 from the 2017 /18 Five-Year Capital Plan.
- 2. This Bylaw may be cited as "School District No. 40 (New Westminster) Capital Bylaw 2017/18 Five-Year Capital Plan.

READ A FIRST TIME THE 28th DAY OF MARCH, 2017.

READ A SECOND TIME THE 28th DAY OF MARCH, 2017.

READ A THIRD TIME, PASSED AND ADOPTED THE 28th DAY OF MARCH, 2017.

Board Chair

Secretary-Treasurer

I HEREBY CERTIFY this to be a true and original School District No. 40 (New Westminster) 2017/18 Five-Year Capital Plan adopted by the Board the 28th day of March, 2017.

Secretary-Treasurer



March 17, 2017

Ref: 192579

To: Secretary-Treasurer and Superintendent
School District No. 40 (New Westminster)

Re: Ministry Response to the Annual Five-Year Capital Plan Submission

This letter is in response to the Board of Education's Annual Five-Year Capital Plan submission and provides direction as to the next steps for advancing capital projects that align with provincial capital priorities.

The Ministry reviewed all of the Five-Year Capital Plan submissions across the participating 60 school districts to determine priorities for available capital funding in the following Ministry programs:

- Seismic Mitigation
- Expansion
- Building Envelope
- Carbon Neutral Capital
- School Enhancement
- Bus Replacement

I am pleased to advise Ministry support for advancing project development or delivery of the following projects:

SCHOOL PROJECT(S)		
School Name	Program & Project Type	Next Steps & Timing
Lord Tweedsmuir Elementary	School Enhancement – Mechanical Upgrade	Proceed to design, tender & construction and complete by March 2018
Lord Tweedsmuir Elementary	School Enhancement – Roof Repairs or Replacement	Proceed to design, tender & construction and complete by March 2018

Follow-up meetings will be scheduled by your assigned Regional Director to confirm scope, schedule, budget and the terms of project approval for the projects listed above. **No work or expenditures may proceed without a signed Capital Project Funding Agreement (CPFA), Annual Program Funding Agreement (APFA), or other formal authorization from the Ministry.**

.../2

Ministry of
Education

Capital Delivery Branch
Capital Division

Mailing Address:
PO Box 9151 Stn Prov Govt
Victoria BC V8W 9H1

Location:
5th Floor, 620 Superior St
Victoria BC V8V 1V2

As a brief follow-up from the previous year, the Ministry has revised the procedures regarding capital bylaws and approved Five-Year Capital Plans. The requirement for the Boards of Education to adopt a capital bylaw for each individual capital project has been eliminated. Instead, the Board may adopt a single Capital Bylaw for its approved 2017/18 Five-Year Capital Plan, in accordance with s. 143 of the *School Act*. For additional information, please visit the Capital Bylaw website at:

<http://www2.gov.bc.ca/gov/content/education-training/administration/resource-management/capital-planning/capital-bylaws>

Additionally, thank you for submitting the Project Definition Reports for Lord Tweedsmuir Elementary and Richard McBride Elementary schools as requested by the Ministry in last year's capital plan response letter. Ministry staff is currently reviewing the reports and will advise the District on next steps for funding decision.

You can expect to receive the Capital Plan Instructions for your 2018/19 Annual Five-Year Capital Plan Submission by March 31, 2017, and the deadline for submission will be June 30, 2017.

Should you have any questions regarding the Ministry's Capital Plan process, please do not hesitate to contact your Regional Director, Mora Cunningham at Mora.Cunningham@gov.bc.ca.

Thank you for your dedication to the students of the New Westminster School District.

Sincerely,



Ryan Spillett
Executive Director, Capital Delivery Branch
Capital Division

Cc: Mora Cunningham, Regional Director, Capital Delivery Branch
Nancy Dubé, Planning Officer, Capital Delivery Branch



SEISMIC MITIGATION PROGRAM PROJECTS - 2017/18 Call for

Primary Contact		Name Dino Stiglic	
Long Range Facility Plan		Date Completed (mm-yy)	Date Updated (mm-yy)
Yes	2016-Sept		

SCHOOL DISTRICT				PROJECT INFORMATI				
SD #	SP Name	Project Priority	Facility Name	Long Range Facility Plan	Project Code	Seismic Risk Rating		
40	New Westminster	1	RICHARD MCBRIDE ELEMENTARY	1-5 Years	SMP	H2		
40	New Westminster	2	LORD TWEEDSMUIR ELEMENTARY	1-5 Years	SMP	H2		
					SMP			
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							Total	

Submission Date (yyyy-mm-dd) []

Projects (Five-Year Capital Plan Submission)

Phone
604-517-6314

TITION	PROJECT FUNDING							Total		
	Project Description	Supporting Documents	Previously supported by MED (No PA)	2017/18	2018/19	2019/20	2020/21		2021/22	
	SEISMIC UPGRADE - RICHARD MCBRIDE ELEMENTARY	PIR Update	Yes	\$ 18,000,000						\$ 18,000,000
	SEISMIC UPGRADE - LORD TWEEDSMUIR ELEMENTARY	PIR Update	No	\$ 3,001,128						\$ 3,001,128
										\$ -
										\$ -
										\$ -
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				\$ 21,001,128	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 21,001,128



EXPANSION Projects - 2017/18 Call for Projects (Five-Year Capital Plan Submission

Primary Contact:

Long Range Facility Plan: Is it Completed? Date Completed (mm-yy) Date Updated (mm-yy)

SCHOOL DISTRICT							PROJECT INFORMATION		
SD #	SD Name	Project Priority	Facility Name	Long Range Facility Plan	Project Code	Project Description			
40	New Westminster	12	VARIOUS FACILITIES		SITEEXP	MAINTENANCE BUILDING SITE EXPANSION			
40	New Westminster	13	QUEEN ELIZABETH ELEMENTARY		ADD	QUEEN ELIZABETH ELEMENTARY ADDITION			
40	New Westminster	14	HUME PARK SCHOOL		SITEEXP	SITE EXPANSION HUME PARK ELEMENTARY			
40	New Westminster	15	LORD KELVIN ELEMENTARY		SITEEXP	SITE EXPANSION OF UNDERSIZED SCHOOL SITE			
40	New Westminster	16	CONNAUGHT HEIGHTS ELEMENTARY		SITEEXP	SITE EXPANSION OF UNDERSIZED SCHOOL SITE.			
40	New Westminster	17	RICHARD MCBRIDE ELEMENTARY		SITEEXP	SITE EXPANSION RICHARD MCBRIDE ELEMENTARY			
40	New Westminster	18	HERBERT SPENCER ELEMENTARY		SITEEXP	SITE EXPANSION OF UNDERSIZED SCHOOL SITE.			
40	New Westminster	19	WEST SIDE MIDDLE SCHOOL		SITEEXP	FRASER RIVER SITE EXPANSION OF UNDERSIZED SCHOOL SITE			
40	New Westminster	20	QUEENSBOROUGH MIDDLE SCHOOL		SITEEXP	EXPANSION OF UNDERSIZED JUNIOR MIDDLE SCHOOL SITE			
Total									



Ministry of Education - Capital Division

BUILDING ENVELOPE PROGRAM Projects - 2017/18 Call for Projects (Five-Year C

Primary Contact	Name Dino Stiglich	Phone 604-517-6314
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Long Range Facility Plan	Is it Completed?	Date Completed (mm-yyyy)	Date Updated (mm-yyyy)
Yes		2016-sept	

PROJECT INFORMATION							
SD #	SD Name	Project Priority	Facility Name	Long Range Facility Plan	Project Code	Project Description	
40	New Westminster	4	RICHARD MCBRIDE ELEMENTARY	1-5 Years	BEP	MCBRIDE BUILDING ENVELOPE	BEP
							BEP
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Total							BEP

Submission Date (yyyy-mm-dd)

Capital Plan Submission)

PROJECT FUNDING						
Previously supported by MEd. (No PA)	2017/18	2018/19	2019/20	2020/21	2021/22	Total
Yes	\$ 3,463,359	\$	\$	\$	\$	\$ 3,463,359
	\$ 3,463,359	\$	\$	\$	\$	\$ 3,463,359



School Enhancement Program (SEP) - 2017/18 Call for Projects

Primary Contact

Name	Phone
Dino Stigfich	604-517-6314

Long Range Facility Plan

Is it Completed?	Date Completed (mm/yyyy)	Date Updated (mm/yyyy)
Yes	Sep-16	

SCHOOL DISTRICT		Project Priority	Long Range Facility Plan	Is this a Grouped Project?	Group Project Identifier	Facility Name	Community
40	New Westminster	1	1-5 Years	No	N/A	Lord Tweedsmuir	NW
40	New Westminster	2	1-5 Years	No	N/A	4 District Schools Connaught Community, Glenbrook Middle, Queensborough Middle, Lord Kelvin	NW
40	New Westminster	3	1-5 Years	No	N/A	FW Howay Elementary	NW
40	New Westminster	4	1-5 Years	No	N/A	Queen Elizabeth Elementary	NW
40	New Westminster	5	1-5 Years	No	N/A	Lord Tweedsmuir Elementary	NW
Total							

Submission Date (yyyy-mm-dd)

Email

dsiglich@s40.bc.ca

FACILITY INFORMATION

Project Type	Primary Driver	Phase 2 of a project from 16/17	Project Description	Project Benefits	Current Annual Operational/Maintenance Costs
Mechanical Upgrade	Energy Savings	Yes	Complete Mechanical upgrade	cost saving in hydro & gas	\$35,213.75

Mechanical Upgrade Energy Savings No DDC controls upgrade to various schools cost saving in hydro & gas \$83,644.23

Safety Enhancements

Lighting Upgrade Safety

Roof Repairs or Replacement Energy Savings No

System Renewal No GYM floor replaced

Roof replacement

Electrical upgrade

no more tripping hazared

Cost saving on hydro

Roof is over 25 years

\$20,278.84



Ministry of Education - Capital Division

Carbon Neutral Capital Program (CNCP) - 2017/18 Call for Projects

Primary Contact	Name Dino Stiglich	Phone 604-517-6314
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Long Range Facility Plan	Is it Completed?	Date Completed (mm-yy)	Date Updated (mm-yy)
Yes		Sep-16	

PROJECT IDENTIFICATION						
SDF	SD Name	Long Range Facility Plan	Project Priority	Facility Name	Project Type	Project Description
40	New Westminster	1-5 Years	1	Ecole Glenbrook Middle School	Boiler	Recommended HVAC improvements condensing boiler plant
Total						

Submission Date (yyyy-mm-dd)

Email
 datiglich@sd40.bc.ca

Project Benefits	PROJECT COST				PROJECT SCHEDULE			ENERGY COST SAVINGS			
	CNCP Funding	SB Contribution	Other Funding	Total Project Cost	Start Date (month-year)	End Date (month-year)	Current Phase	Annual Fuel Cost Savings	Annual Electricity Cost Savings	Total Cost Savings	
cost savings and reduce carbon offset	\$ 250,000	\$ 75,000		\$ 325,000	Jun-17	Sep-17	Tender Ready	\$ 3,800	\$ -	\$ 3,800	
	\$ 250,000	\$ 75,000	\$ -	\$ 325,000				\$ -	\$ -	\$ -	
	\$ 250,000	\$ 75,000	\$ -	\$ 325,000				\$ -	\$ -	\$ -	

ENERGY AND EMISSION REDUCTIONS										
2016 Smart Tool Emissions (TCO2e)	Fuel Type	Annual Fuel Usage Reduction (GJ)	Annual Avoided Emissions (TCO2e)	Electricity Supplier	Annual Electricity Usage Reduction (kWh)	Annual Avoided Emissions (TCO2e)	Total Annual Avoided Emissions (TCO2e)	Annual Emissions Reduction from 2016	Annual Avoided Carbon Offsets	Payback Period (Years)
76.5	07. Natural Gas	379	19	03. BC Hydro	0	-	19	25%	\$ 471	76
			-			-	-	0%	\$ -	0
			-			-	-	0%	\$ -	0
			19			-	19	25%	\$ 471	
			379			-				

SUPPLEMENTAL INFORMATION									
Energy Study Attached	Energy Study (yyyy-mm-dd)	Mechanical Study Attached	Mechanical Study (yyyy-mm-dd)	VFA Requirement	VFA Priority	VFA 1-page report attached	Technology Industry Proven	Technology Previously Used by SD	
Yes	1/15/2016	Yes	1/15/2016	Yes	Immediate	Yes	Yes	Yes	



Background

Currently New Westminster Schools do not provide bussing services within the district, with the exception of accommodation services provided for students with special needs. At the request of the Board a survey of Queensborough parents was conducted regarding transportation services available for high school students in the Queensborough area.

The survey was distributed by mail to all parents of high school students with an address in Queensborough. The survey was also sent home with grade 8 students at Queensborough Middle school. The results of the Survey are summarized below

Response rate

We received thirty eight returned surveys at the Middle school and nine at the high school. This represents a return rate of 63% (38/60) at the Middle school and 4% (9/213) at the high school.

Question #1 – Current and planned transportation.

Thirty respondents indicated that their children were using or intended to use public transportation to and from the high school. This represents 64% of the total sample. The next highest response was “car - parent/adult driving”, with eleven responses or 23% of the sample. There were a couple of responses indicating parents carpooled and a few surveys where this question was left blank. But clearly the majority of students rely on Translink for daily service to and from the high school. Eleven of the forty-seven respondents noted that Translink busses were often late or full during peak times.

Question #2 – Direct bus service paid by parents.

Twenty of the forty-seven respondents indicated they would consider using a paid bus service if it was offered next year. There were multiple comments that the cost should be no more than fifty-two dollars, the current price of a concession pass with Translink. Although the actual cost recovery on providing bussing service would vary based on a number of factors, the district would not be able to provide bussing for students at the same cost as a concession pass without significantly subsidizing the total costs of the service.

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Question #3 - Carpooling

Eleven respondents indicated they would be interested in arranging carpooling with other parents. Although this is not a particularly high response rate, there would not be significant costs associated with assisting parents to connect with each other to organize car pools. This could be facilitated in our regular school newsletters and in conjunction with the parent advisory committees at the high school and/or middle school.

Question #4 – Other Comments

No additional comments were provided, except for the feedback regarding late/missed busses and the monthly cost of a district service already noted above in Questions #1 and #2.

Respectfully,

Kevin Lorenz
Secretary-Treasurer

#38