



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

Tuesday, October 26, 2021, 7:00 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.

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		<b>Pages</b>
<b>1.</b>	<b><u>ADOPTION OF THE AGENDA</u></b>	7:00 PM
<b>Recommendation: THAT the Board of Education of School District No. 40 (New Westminster) adopt the agenda for the October 26, 2021 Regular School Board meeting.</b>		
<b>2.</b>	<b><u>APPROVAL OF THE MINUTES</u></b>	7:05 PM
a. Minutes from the Open Meetings held:		
1. September 27, 2021 Special Open Meeting		<u>4</u>
2. September 28, 2021 Regular Meeting		<u>6</u>
3. October 1, 2021 Special Open Meeting		<u>13</u>
b. Business Arising from the Minutes		
<b>3.</b>	<b><u>PRESENTATIONS</u></b>	
<b>4.</b>	<b><u>COMMENT &amp; QUESTION PERIOD FROM VISITORS</u></b>	7:10 PM
DPAC		
CUPE		
NWTU		

5. CORRESPONDENCE 7:20 PM

6. BOARD COMMITTEE REPORTS

a. Education Policy & Planning Committee, October 12, 2021

i. Comments from the Committee Chair, Trustee Russell 7:25 PM

ii. Approval of the October 12, 2021 Education Policy and Planning Committee Minutes

**Recommendation:**

**THAT the Board of Education of School District No. 40 (New Westminster) approve the minutes from the October 12, 2021 Education Policy & Planning Committee meeting.**

b. Operations Policy & Planning Committee, October 12, 2021

i. Comments from the Committee Chair, Trustee Connelly 7:35 PM

ii. Approval of the October 12, 2021 Operations Policy and Planning Committee Minutes

**Recommendation:**

**THAT the Board of Education of School District No. 40 (New Westminster) approve the minutes from the October 12, 2021 Operations Policy & Planning Committee meeting.**

iii. Long Range Facilities Plan (B. Ketcham) 7:45 PM

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**Recommendation:**

**THAT the Board of Education of School District No. 40 (New Westminster) approve the 2021 Long Range Facilities Plan.**

7. REPORTS FROM SENIOR MANAGEMENT

a. Superintendent Update (K. Hachlaf) 8:05 PM

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b. Review Strategic Direction (K. Hachlaf) 8:15 PM

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8. NEW BUSINESS 8:30 PM

9. TRUSTEE REPORTS 8:35 PM

10. **QUESTION PERIOD (15 Minutes)** 8:45 PM

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

11. **NOTICE OF MEETINGS** 9:00 PM

Tuesday, November 9, 2021: Education Policy & Planning Committee, 5:00pm -  
via Webex

Tuesday, November 9, 2021: Operations Policy & Planning Committee, 6:30pm  
- via Webex

Tuesday, November 23, 2021: School Board Meeting, 7:00pm - via Webex

Reminders:

Represent Board at BCPSEA Symposium - November 4 - 5, 2021

Remembrance Day, November 11

Indigenous Focused Professional Development - November 12, 2021

12. **REPORTING OUT FROM IN-CAMERA BOARD MEETING** 9:05 PM

a. Record of the September 28, 2021 In-Camera Meeting

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13. **ADJOURNMENT** 9:10 PM

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

**Monday, September 27, 2021, 5:00 PM  
Via Webex Livestream**

<b>PRESENT</b>	<p>Gurveen Dhaliwal, Chair Dee Beattie, Vice Chair Anita Ansari, Trustee Danielle Connelly, Trustee Mark Gifford, Trustee Maya Russell, Trustee</p>	<p>Karim Hachlaf, Superintendent Bettina Ketcham, Secretary-Treasurer Maryam Naser, Associate Superintendent Robert Weston, Executive Director, Human Resources Guests: Kristen Keighley-Wight Julie MacLellan, Reporter, New Westminster Record Peter Leblanc, Massey Board Lynn Radbourne, Massey Board Sarah Wethered, NWTU Leanne Sojka, Recording Secretary</p>
<b>REGRETS</b>	<p>Mary Lalji, Trustee</p>	

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**1. APPROVAL OF AGENDA**

The Chair called the meeting to order at 5:01 pm.

**2021-054**

**Moved and Seconded**

***THAT the Board of Education of School District No. 40 (New Westminster) approve the agenda for the September 27, 2021 Special Open board meeting.***

**CARRIED UNANIMOUSLY**

**2. MASSEY THEATRE**

Secretary Treasurer Ketcham provided highlights on the Massey Theatre property disposal and legal transfer.

Chair Dhaliwal read the bylaw out loud. She extended thanks to Secretary Treasurer Ketcham and her staff for the amount of work related to the transfer negotiations and agreement.

**2021-055**

**Moved and Seconded**

***THAT the Board of Education of School District No. 40 (New Westminster) record first reading of the Disposal of Real Property bylaw No. 21-01.***

**CARRIED UNANIMOUSLY**



**2021-056**  
**Moved and Seconded**

***THAT the Board of Education of School District No. 40 (New Westminster) record second reading of the Disposal of Real Property bylaw No. 21-01.***

**CARRIED UNANIMOUSLY**

**3. ADJOURNMENT**

The meeting adjourned at 5:12 pm

\_\_\_\_\_  
Chair

\_\_\_\_\_  
Secretary-Treasurer

DRAFT

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

**Tuesday, September 28, 2021, 7:00 PM  
Via Webex Livestream**

<b>PRESENT</b>	<p>Gurveen Dhaliwal, Chair Dee Beattie, Vice-Chair Anita Ansari, Trustee Danielle Connelly, Trustee Mark Gifford, Trustee Maya Russell, Trustee Mary Lalji, Trustee</p>	<p>Karim Hachlaf, Superintendent Bettina Ketcham, Secretary-Treasurer Maryam Naser, Associate Superintendent Robert Weston, Executive Director – Human Resources Guests: Members of the Public Julie MacLellan, Reporter, New Westminster Record Peter Leblanc, Massey Board Kristen Keighley-Wight, Communications Manager Sarah Wethered, President NWTU Dave Crowe, Director - Capital Projects Kathleen Carlsen, DPAC Chair Leanne Sojka, Recording Secretary</p>
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**1. ADOPTION OF THE AGENDA**

Trustee Connelly added an item and motion under New Business – extending mask mandate to include K to Grade 3 students. Trustee Dhaliwal noted it would be added as agenda item 8b.

**2021-061  
Moved and Seconded**

***THAT the Board of Education of School District No. 40 (New Westminster) adopt the agenda for the September 28, 2021 Regular School Board meeting as amended.***

**CARRIED UNANIMOUSLY**

**2. APPROVAL OF THE MINUTES**

a. Minutes from the Open Meeting held:

1. June 22, 2021 Regular Meeting

**2021-062  
Moved and Seconded**

***THAT the Board of Education of School District No. 40 (New Westminster) approve the minutes as distributed for the June 22, 2021 Regular School Board meeting.***

**CARRIED UNANIMOUSLY**

- b. Business Arising from the Minutes

Nil.

**3. PRESENTATIONS**

Nil.

**4. COMMENT & QUESTION PERIOD FROM VISITORS**

DPAC: Kathleen Carlsen, DPAC Chair thanked the Board for allowing them to speak at the standing meetings. She also thanked Superintendent Hachlaf for attending the last DPAC meeting and answering many questions that provided clarity. Requests were made at the last DPAC for: K-3 mask mandate; measurement of ventilation through weekly testing and published results; immediately instating daytime custodians; essential that volunteers and guests be fully vaccinated to enter any school; confirmed vaccination for staff and vaccination be available to those students who are unvaccinated. It was also DPAC's view that factual information from the District verses information shared via social media would alleviate confusion.

CUPE: Nil

NWTU: Sarah Wethered, NWTU President complimented the atmosphere at New West Schools. She confirmed she will advocate for full time custodians, K-3 mask mandate and portable ventilation.

Members of the public also shared their experiences and concerns.

**5. CORRESPONDENCE**

Nil.

**6. BOARD COMMITTEE REPORTS**

- a. Education Policy & Planning Committee, September 14, 2021

- i. Comments from the Committee Chair, Trustee Russell

Trustee Russell commended the Orange shirt design from Fraser River Middle School.

- ii. Approval of the September 14, 2021 Education Policy and Planning Committee Minutes.

Trustee Lalji voiced her concerns over not being selected for any school Trustee Liaison assignments. Board members shared that a call of interest had been requested of them and Trustee Lalji had not provided a response to any school Trustee Liaison assignments.

**2021-063**

**Moved and Seconded**

***THAT the Board of Education of School District No. 40 (New Westminster) approve the minutes from the September 14, 2021 Education Policy & Planning Committee meeting.***

**CARRIED UNANIMOUSLY**

iii. 2021-22 Board Annual Workplan - Board Policy 2 - Appendix A

**2021-064  
Moved and Seconded**

***THAT the Board of Education of School District No. 40 (New Westminster) adopt the School District No. 40 (New Westminster) revised Board Policy 2 - Appendix A: Board Annual Workplan for 2021-2022.***

**CARRIED UNANIMOUSLY**

b. Operations Policy & Planning Committee, September 14, 2021

i. Comments from the Committee Chair, Trustee Connelly

Trustee Connelly thanked Secretary Treasurer Ketcham for her work and walking them through the year-end process.

ii. Approval of the September 14, 2021 Operations Policy and Planning Committee Minutes

**2021-065  
Moved and Seconded**

***THAT the Board of Education of School District No. 40 (New Westminster) approve the minutes from the September 14, 2021 Operations Policy & Planning Committee meeting.***

**CARRIED UNANIMOUSLY**

iii. 2020 - 2021 Year End Financial Statements

**2021-066  
Moved and Seconded**

***THAT the Board of Education of School District No. 40 (New Westminster) approve the internal restrictions as presented.***

**CARRIED UNANIMOUSLY**

**2021-067  
Moved and Seconded**

***THAT the Board of Education of School District No. 40 (New Westminster) approve the 2020-21 Financial Statements as presented.***

**CARRIED UNANIMOUSLY**

iv. 5 Year Capital Plan - Minor Capital Projects

**2021-068**

**Moved and Seconded**

***THAT the Board of Education of School District No. 40 (New Westminster) approve the 2022-23 Minor Capital Plan as presented for submission to the Ministry of Education.***

**CARRIED UNANIMOUSLY**

**7. REPORTS FROM SENIOR MANAGEMENT**

a. Superintendent Update (K. Hachlaf)

Superintendent Hachlaf provided highlights:

- Attended DPAC virtually and engaged with parents
- Recognition of Orange Shirt week
- Moose Hyde Campaign - grassroots campaign against violence towards women and children
- Attended first assembly in a year and a half -Connaught Heights
- Official NWSS opening October 14 with a celebration and video in the Grand Commons

b. Massey Theatre Transfer (B. Ketcham)

Chair Dhaliwal on behalf of the Board extended thanks to Secretary-Treasurer Ketcham through all the work and negotiations.

The full bylaw was read.

**2021-069**

**Moved and Seconded**

***THAT the Board of Education of School District No. 40 (New Westminster) approve THIRD, reconsideration and final reading of the Disposal of Real Property bylaw No. 21-01.***

**CARRIED UNANIMOUSLY**

c. 5 Year Capital Plan - Major Capital Projects Amendment (B. Ketcham)

Secretary-Treasurer Ketcham provided her thanks to Director - Capital Projects Crowe, Superintendent Hachlaf and the entire team on the Massey Theatre transfer – it was a team effort. Highlights were provided on the major capital plan amendments:

- Work done over the summer shared at the October in-service
- Collaboration with the City of New Westminster and Ministry of Education has been extensive to communicate the needs of the District
- Long Range Facilities Plan of 2019 required updating due to the City's execution of its Official Community Plan Rate of development in the

city is bringing more students in to the district and necessitates looking closely at capacity pressures within the schools.

- FRMS zone plan – elementary and middle school are priority project
- Queensborough middle school - the LRFP supports acquisition of land
- Conversations have been happening with the Ministry who understand the submission request of 222M dollars
- Long Range facilities plan to be reviewed in detail at the next Operations meeting.

**2021-070**

**Moved and Seconded**

***THAT the Board of Education of School District No. 40 (New Westminster) approve the 2022-23 Major Capital Plan Submission as amended for submission to the Ministry of Education.***

**CARRIED UNANIMOUSLY**

- d. 2021-22 Eligible School Site Proposal (B. Ketcham)

Secretary-Treasurer Ketcham shared the report outlining schools for land acquisition needs has been passed forward in draft form to City of New Westminster staff with intent to ensure both entities move forward together.

**2021-071**

**Moved and Seconded**

***THAT the Board of Education of School District No. 40 (New Westminster) approves the 2021-22 Eligible School Site Proposal (ESSP) through adoption of the 2021-22 ESSP Resolution.***

**CARRIED UNANIMOUSLY**

- e. Student Withdrawal Report (M. Naser)

Associate Superintendent Naser provided highlights of the report.

**8. NEW BUSINESS**

- a. Meeting Format (G. Dhaliwal)

Benefits and challenges of in-person, on-line and a hybrid model was discussed in length.

**2021-072**

**Moved and Seconded**

***THAT the Board of Education of School District No. 40 (New Westminster) keep committee and Board meetings virtual and re-evaluate at the earlier of January 18 Operations Policy and Planning Committee meeting or the move of the province to Stage 4 reopening plan.***

**CARRIED  
1 Opposed**

b. Mask Mandate K - 3 (Trustee Connelly)

Superintendent Hachlaf shared that mask wearing is not the highest measure with respect to prevention - daily health checks, cleaning and hand hygiene remain paramount. When looking at the Communicable Disease Plan, a regional approach may be required.

Trustees shared the New Westminster community is one of the most highly vaccinated, and that there was no interest in undermining the Provincial Health Officer orders given the Board of Education are not the health or epidemiology experts. Advocacy discussions occurred.

**2021-073**

***THAT the Board of Education of School District No. 40 (New Westminster) extend the current grade 4 to 12 mask mandate to include kindergarten – grade 3 students.***

Vice-Chair Beattie brought forward an amendment to the motion.

Moved and Seconded

**2021-073**

***THAT the Board of Education of School District No. 40 (New Westminster) ~~extend the current grade 4 to 12 mask mandate to include kindergarten – grade 3 students.~~ write a letter to the Ministry of Education, Provincial Health Officer and Fraser Health indicating our support for a review provincially of a mask mandate for K-3 students.***

**CARRIED UNANIMOUSLY**

**2021-073**

Moved and Seconded

***THAT the Board of Education of School District No. 40 (New Westminster) write a letter to the Ministry of Education, Provincial Health Officer and Fraser Health indicating our support for a review provincially of a mask mandate for K-3 students.***

**CARRIED UNANIMOUSLY**

Secretary-Treasurer Ketcham provided highlights regarding ventilation from the DPAC meeting:

- Increase of air intake at schools
- Ongoing automated systems are in use
- Protocols and communication of same on the website
- Merv filtration system in portables (doesn't allow for automation)
- Option to open the windows is a natural measure to increase airflow
- Custodial piece - the district has gone above and beyond what the Ministry requires (once a day thorough cleaning in the evening) by hiring

part-time 6 custodians through to December 2021 to clean high touch areas during the day.

Questions and discussion followed.

**9. TRUSTEE REPORTS**

Trustees provided highlights of events they attended in September.

**10. QUESTION PERIOD (15 Minutes)**

The public was given the opportunity to ask questions on matters that arose during the meeting. Please refer to the meeting video for full comments.

**11. NOTICE OF MEETINGS**

Tuesday, October 12, 2021: Education Policy & Planning Committee Meeting, 5:00pm – Via Webex

Tuesday, October 12, 2021: Operations Policy & Planning Committee Meeting, 6:30pm – Via Webex

Tuesday, October 26, 2021: School Board Meeting, 7:00pm – Via Webex

Reminders:

September 30: National Day for Truth and Reconciliation

October 2: National Custodian Appreciation Day

October 5: World Teachers' Day

**12. REPORTING OUT FROM IN-CAMERA BOARD MEETING**

- a. Record of the June 22, 2021 In-Camera Meeting
- b. Record of the July 15, 2021 Special In-Camera Meeting
- c. Record of the August 5, 2021 Special In-Camera Meeting
- d. Record of the September 1, 2021 Special In-Camera Meeting
- e. Record of the September 7, 2021 Special In-Camera Meeting
- f. Record of the September 22, 2021 Special In-Camera Meeting

**13. ADJOURNMENT**

The meeting adjourned at 9:28 pm

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Chair

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Secretary-Treasurer



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

**Friday, October 1, 2021, 12:00 PM  
Via Microsoft Teams**

**PRESENT** Gurveen Dhaliwal, Chair  
Dee Beattie, Vice-Chair

Anita Ansari, Trustee  
Danielle Connelly, Trustee  
Mark Gifford, Trustee  
Maya Russell, Trustee  
Mary Lalji, Trustee

Karim Hachlaf, Superintendent  
Bettina Ketcham, Secretary-Treasurer  
Maryam Naser, Associate Superintendent  
Robert Weston, Executive Director – Human Resources

Guests:  
Members of the Public  
Julie MacLellan, Reporter, New Westminster Record  
Mike, CTV  
Kristen Keighley-Wight, Communications Manager  
Sarah Wethered, President NWTU  
Dave Bollen, CUPE 409 President  
New Westminster DPAC  
Leanne Sojka, Recording Secretary

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**1. ADOPTION OF THE AGENDA**

The Chair of the Board called the meeting to order at 12:03 pm.

Chair Dhaliwal reminded everyone that school transmission risk is low and commended staff for creating a safe and supportive environment for students. School exposures are now listed on the Fraser Health website and the Provincial Health Officer will be releasing a monthly report on how the virus is affecting school aged children.

**2021-C57**

**Moved and Seconded**

***THAT the Board of Education of School District No. 40 (New Westminster) approve the agenda for the October 1, 2021 Special Open School Board meeting.***

**CARRIED UNANIMOUSLY**

## 2. REPORTS FROM SENIOR MANAGEMENT

### a. Mask Update (K. Hachlaf)

Superintendent Hachlaf shared the Provincial Health Officer's formal announcement K-3 mask mandate effective October 4, 2021 provides District the formal authority to exercise the mask requirement. He reiterated that the Provincial Health Authority confirms that schools remain a safe place and that the Delta variant transmissions have not fundamentally changed how we deal with the pandemic. He noted that the District intends to implement the expanded K-3 mask mandate in a supportive, inclusive approach as has been done during the entire pandemic to support their youngest learners - above all else students to remain in school. Communication will be forthcoming to families later today.

Discussion ensued.

### **2021-C58 Moved and Seconded**

***THAT the Board of Education of School District No. 40 (New Westminster) indefinitely postpone the motion to extend the current grade 4 to 12 mask mandate to include kindergarten – grade 3 students.***

Trustee Beattie offered the explanation that given the Ministry of Education, with the support of the PHO, have implemented a mask mandate, the original motion proposed before the announcement is not necessary.

Discussion ensued.

**CARRIED UNANIMOUSLY**

### b. COVID-19 - Other Matters (K. Hachlaf)

#### i. School-based Vaccinations

Superintendent Hachlaf reiterated the District will continue to work collaboratively with Fraser Health with respect to school based vaccinations.

#### ii. COVID-19 Mouth/Gargle Rinse Test Kits

Superintendent Hachlaf shared that similar to last year, the District will be volunteering again to pilot mouth/gargle rinse test kits working collaboratively with Fraser Health. He wanted to clarify that these tests get sent back to the lab.

#### iii. COVID-19 School Notifications

Superintendent Hachlaf shared that Fraser Health has already begun to post notifications on their website, posting a day after the exposure letter

goes out. Will continue and work hard in their partnership with Fraser Health ensuring staff and families continue to receive transparency and access to information.

iv. Staff Vaccinations (M. Russell)

Trustee Russell shared the concern raised by a number of DPAC's in the lower mainland surrounding staff vaccinations and added that they could be another piece to protect younger students who were unable to be vaccinated. Superintendent Hachlaf stated the legal opinion they would seek would be comprehensive, around the rationale and other mechanisms they have around "what if's".

**2021-C59**

**Moved and Seconded**

***THAT the Board of Education of School District No. 40 (New Westminster) seek out a legal opinion on mandatory staff vaccinations with a report back at the October 12, 2021 Operations Policy & Planning Committee meeting.***

**CARRIED UNANIMOUSLY**

c. Custodian Staffing

Secretary-Treasurer Ketcham shared that staff have been engaged in preparing the fall presentation to come before the Board on their analysis of the additional custodial support. She advised the spring 2021 budget consultation encompassed 6 part-time custodians to help with high touch areas at a cost of \$90,000 to the end of December. Based on their understanding of the present pandemic circumstances, staff are in support to extend this measure until the end of June and the cost for the entire school year would be \$170,000 to support this priority.

**2021-C60**

**Moved and Seconded**

***THAT the Board of Education School District No. 40 (New Westminster) extend the current staffing levels of day time custodians that were specifically added in response to the pandemic for the 2021-22 school year to June 30 2022 in order to deal with high touch points within our facilities and schools.***

**CARRIED UNANIMOUSLY**

3. **ADJOURNMENT**

The meeting adjourned at 12:27 pm.

\_\_\_\_\_  
Chair

\_\_\_\_\_  
Secretary-Treasurer

DRAFT



New  
Westminister  
Schools

# Long Range Facilities Plan

FINAL DRAFT

New Westminister School District (SD40)

18 August 2021

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**APPENDICES**

**Appendix A – Projected Enrolment, Capacity and Utilization Tables**

**Appendix B – Aerial Photos of SD40 Owned Properties**

**Appendix C – Active & Recently Approved Residential Development Applications**



## CHAPTER 1 - BACKGROUND AND PURPOSE

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### 1.1 BACKGROUND

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#### 1.1.1 Overview of School District

***New Westminister Schools recognizes and acknowledges the Qayqayt First Nation, as well as Coast Salish peoples, on whose traditional territories we live, we learn, we play and we do work.***

New Westminister Schools (SD40) is located in City of New Westminister, centrally situated in the Metro Vancouver Regional District of British Columbia. The City of New Westminister Official Community Plan (OCP), dated June 2020, estimated that the population for the City would be 79,061 in 2021<sup>1</sup>.

Neighbouring communities are Burnaby to the north, Richmond to the west and Coquitlam to the east. Delta and Surrey are its neighbours to the south, across the Fraser River.

New Westminister Schools provide Kindergarten to Grade 12 education to approximately 7,000 school age students and 520 adults pursuing high school completion through the New West Adult Learning Program. The student population in New Westminister is reflective of the city's demographics, with a full range of social and cultural backgrounds forming a diverse presence in our schools, including approximately:

- 285 students with Aboriginal ancestry with 269 students attending New Westminister Schools Aboriginal Education Programs;
- 1,251 English Language Learner (ELL) students;
- 1,025 French Immersion students; and
- 647 students with identified Special Needs.

New Westminister School District owns 15 facilities including:

- twelve (12) K-12 schools, including 8 elementary schools, 3 middle schools and one secondary school;
- the District Administration Building;
- a former school (Hume Park) repurposed for alternate and distributed learning programs; and
- Maintenance Facility

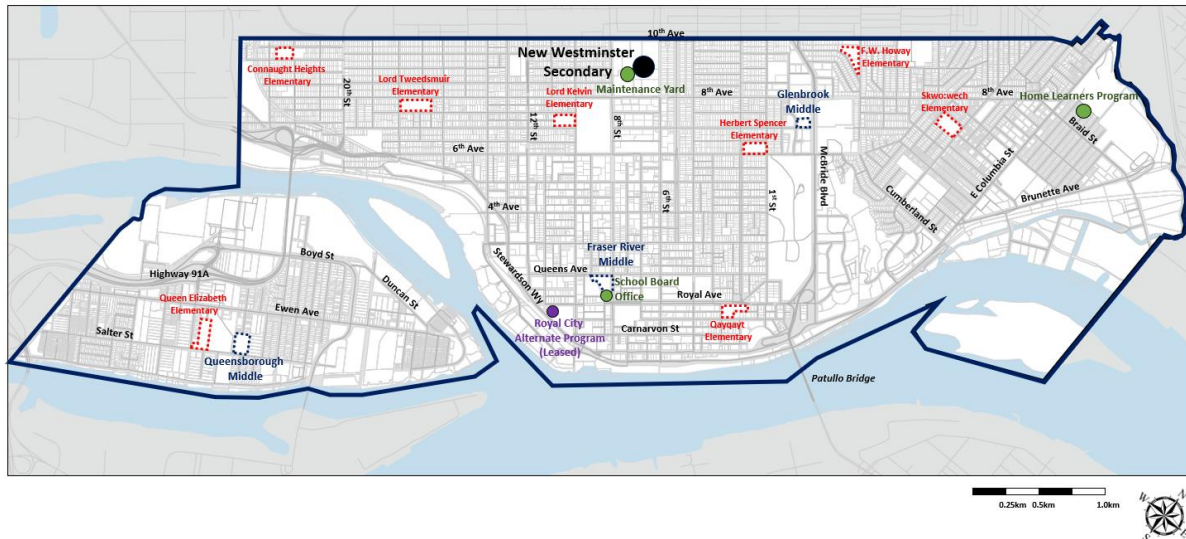
In addition to owned property, the District leases space at one location:

- Royal City Alternate Program (RCAP)/POWER occupying leased space within Columbia Square at 1065 Columbia Street

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<sup>1</sup> The actual population of New Westminister for 2021 will be confirmed by the July 2021 Census data expected to be released in fall 2021.

## 1.1.2 District Map



## 1.2 PURPOSE

### 1.2.1 Purpose of the Long Range Facilities Plan

The Long Range Facilities Plan (LRFP) places the need for capital projects in a district-wide context and plays a key role in the submission of capital project requests by a British Columbia school district as it forms the basis of capital investment decisions by the Ministry of Education.

LRFP's take into consideration:

- educational program requirements and trends;
- current and 15 year projections in enrolment, and community demographics;
- operating capacities, utilization and condition of existing facilities, including temporary accommodation and/or rental facilities;
- current and anticipated changes in land use;
- future trends or anticipated new initiatives, including both those of the school district and the government; and
- transportation of students.

The LRFP also provides a district-wide framework for key local decisions in optimizing facility assets such as catchment area configurations, locations for District programs, surplus District facilities, addressing areas of the District with low enrolment, and maintenance priorities. The LRFP outlines concrete plans for a ten-year planning horizon with more general considerations for the longer term.

In 2021, New Westminster Schools approached the Richmond Project Team to undertake a review and refresh of its 2019 Long Range Facilities Plan (LRFP). The process included gathering and analysis of data, meetings with SD40 and City of New Westminster staff, and development of a new Long Range Facilities Plan, based on new information on district growth and facilities needs. This process guided the development of the revised facilities expansion strategy presented in Chapter 7 of this plan.

The LRFP provides guidance to the Board of Education on establishing capital investment priorities for the District's annual Five-Year Capital Plan submission to the Province. The purpose of an annual Five-Year Capital Plan is detailed in the following section.

### 1.2.2 Purpose of an Annual Five-Year Capital Plan

Annual Five-Year Capital Plan submissions from Boards of Education are required by the Ministry of Education to determine which priority capital projects may receive funding from the Ministry's Capital Plan for the following fiscal year. The capital plan submissions also provide the Ministry with important insight into future year capital priorities, which can be used for longer term government planning and the determination of potential future capital funding requirements for the public education system.

The Five-Year Capital Plan, submitted annually by SD40 to the Ministry of Education (MOE), contains a list of major capital projects proposed to be implemented over a five-year period starting in the next Provincial fiscal year:

- Seismic Mitigation Program (SMP)
- School Expansion Program (EXP)
- School Replacement Program (REP)
- Rural Districts Program (RDP)

As well as minor capital projects proposed to be implemented in the next Provincial fiscal year:

- School Enhancement Program (SEP)
- Carbon Neutral Capital Program (CNCP)
- Building Envelope Program (BEP)
- Bus Acquisition Program (BUS)
- Playground Equipment Program (PEP)

Each Board of Education is expected to have an LRFP in place for its school district when the Five-Year Capital Plan is submitted, that outlines management strategies for its inventory of capital assets in support of educational programming goals. The LRFP does not need to be submitted annually as part of a Five-Year Capital Plan, although the LRFP may need to be periodically updated and the Ministry may request pertinent sections to inform its capital plan review process.

### 1.2.3 Progress on Capital Projects (since 2019 LRFP)

Since the Board of Education adopted its LRFP in June 2019, design and construction has commenced or has been completed on several major projects, including:

- New Westminister Secondary Seismic Replacement (completed 2020 – expanded 2,025 capacity);
- Lord Tweedsmuir Elementary Seismic Upgrade (completed 2020);
- Skwo:wech (formerly Richard McBride) Elementary Seismic Replacement at expanded capacity (95 seat expansion under construction – projected to be completed in the 2021-2022 school year); and
- Queen Elizabeth Elementary Expansion (338 seat expansion under construction – projected to be completed in 2025).

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## CHAPTER 2 - VISION AND GUIDING PRINCIPLES

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### 2.1 STRATEGIC PLAN

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New Westminster Schools' Five-Year Strategic Plan ("Our Learning Journey" 2019-2024) provides a roadmap for learning and engagement that is grounded in the collective wisdom of students, staff, parents and school communities. The plan is built around four key directions our commitment to transform student learning, build meaningful relationships, ensure full participation in learning and lead into the future.

The following section is a snapshot of the foundation of the Strategic Plan for New Westminster Schools, its Vision, Mission and Values.

### 2.2 VISION, MISSION, VALUES

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#### VISION

*A place where students love to learn*

#### MISSION

*To enable each student to learn in a safe, engaging and inclusive environment.*

#### VALUES

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##### **Collaboration**

*Purposeful, cooperative relationships to achieve shared goals and consider each other in our decisions and actions*

##### **Engagement**

*Meaningful, purposeful, and relevant learning*

##### **Equity**

*Fair treatment and the removal of barriers to learning, achievement, and the pursuit of excellence for all*

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##### **Inclusion**

*Learning where all people are welcomed, respected, and supported*

##### **Innovation**

*Curiosity, inquiry, and creativity*

##### **Integrity**

*Ethical, principled, and honest  
Our in our words and actions*

## CHAPTER 3 - EDUCATIONAL CONSIDERATIONS

### 3.1 GRADE CONFIGURATION

New Westminster Schools includes elementary, middle and secondary schools.

The existing grade configuration for elementary schools has been Kindergarten to Grade 5, with the exception of Queen Elizabeth Elementary in Queensborough on Lulu Island, where the configuration is Kindergarten to Grade 4.

The existing grade configuration for middle schools has been Grades 6 to 8, with the exception of Queensborough Middle, also serving the Queensborough neighbourhood, where the configuration is Grades 5 to 8.

New Westminster Secondary is the only secondary school in the District accommodating Grades 9 to 12.

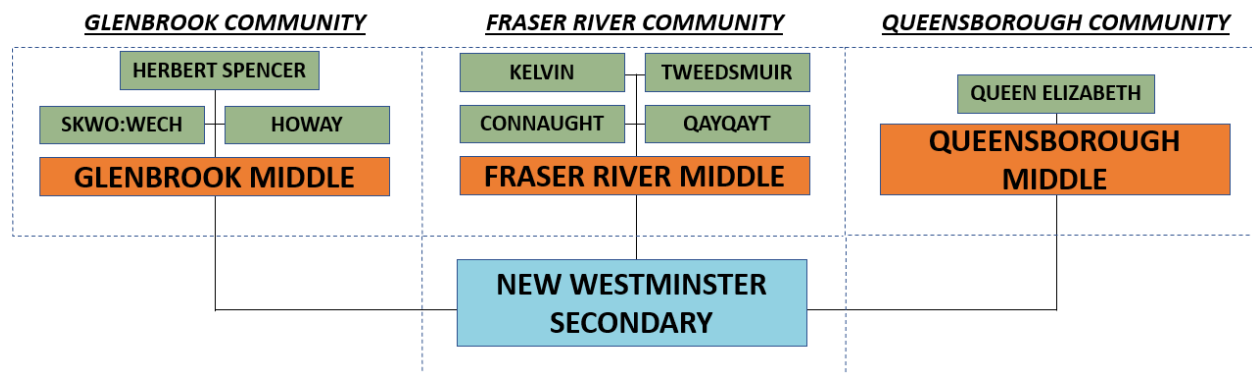
### 3.2 CURRENT FAMILIES OF SCHOOLS

#### 3.2.1 Families of Schools

New Westminster Schools is organized with families of elementary schools within three middle school “communities of schools”. Regular and Montessori program enrolment from each family of elementary schools feeds a middle school. Glenbrook Middle has three elementary schools, Fraser River Middle has four elementary schools and Queensborough Middle only has one elementary school within the middle school communities.

All three middle schools feed New Westminster Secondary.

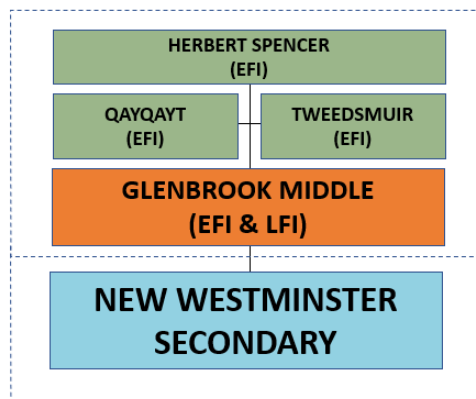
#### NEW WESTMINSTER SCHOOL DISTRICT CURRENT FAMILIES OF SCHOOLS



### 3.2.2 French Immersion Family of Schools

There is currently one family of schools for French Immersion students. Early French Immersion (K to Grade 5) is provided at École Herbert Spencer, École Qayqayt and École Tweedsmuir Elementary Schools. At the Middle School level (Grades 6-8), both Early French Immersion (EFI) and Late French Immersion (LFI) students attend École Glenbrook Middle School. All Secondary French Immersion students attend New Westminister Secondary School.

#### NEW WESTMINSTER SCHOOL DISTRICT CURRENT FRENCH IMMERSION FAMILY OF SCHOOLS



### 3.3 K-12 EDUCATIONAL PROGRAMS

Reviewing the District’s education and special programs is important for identifying the need for existing facilities and to identify the need for future expansions and or site acquisitions. In addition to the core curriculum for K-12, New Westminister Schools offers a variety of K-12 District Programs and Programs of Choice. These programs, situated in District facilities include: Early and Late French Immersion, Montessori, Aboriginal Education, International Baccalaureate, Home Learners Program, and Apprenticeship Programs.

#### 3.3.1 Regular Core Curriculum Program

British Columbia’s Core Curriculum is regarded as one of the best education systems in the world. At the heart of the curriculum are literacy and numeracy foundations, essential learning, and three core competencies: communication, thinking, and personal and social. The curriculum develops literacy and numeracy skills through applications in all curricular areas and places greater emphasis on the deeper understanding of concepts than on the memorization of isolated facts and information.

In order to receive the Dogwood Diploma upon completion of Grade 12, students must meet the requirements stated in the Ministry of Education’s BC Graduation Program Policy Guide, which includes a large course selection available to secondary school students.

Student placement in the regular elementary program is based on neighbourhood school catchment boundaries (refer to Section 5.3.2 for map of school catchment boundaries).

### 3.3.2 French Immersion Programs

French Immersion is a popular District Program Option or Program of Choice. In 2020-2021, approximately 16.2% of the total District enrolment (1,024 French Immersion students) attended French Immersion programs. The French Immersion draw at the elementary level is based on a program catchment system (Refer to 5.3.3 French Immersion Catchment Map). French Immersion programs have the District as its catchment for Middle and Secondary school levels, with all French Immersion students attending École Glenbrook Middle from Grades 6 to 8 and New Westminster Secondary for Grades 9 to 12.

#### 1. Early French Immersion

Early French Immersion (EFI) begins in Kindergarten and continues to Grade 12. All instruction is in French for the first four years and English Language Arts is introduced in Grade 4. Most students enter Early French Immersion in Kindergarten, with some joining in Grade 1 if space permits.

In 2020-2021, the Early French Immersion program currently accommodated 365 students at École Herbert Spencer Elementary, École Qayqayt Elementary and École Lord Tweedsmuir Elementary. Enrolment is limited to one Kindergarten entry class at each French Immersion school annually.

Early French Immersion students attend École Glenbrook Middle school from Grades 6 to 8. In 2020-2021, École Glenbrook Middle School accommodated 216 Early French Immersion students.

#### 2. Late French Immersion

Late French Immersion (LFI) is offered in Grades 6 to 7 at École Glenbrook Middle for students who wish to begin French Immersion at an older age in middle school. The students in the program are able to 'catch up and join' the Early French Immersion cohort in Grade 8 and continue French Immersion to Grade 12. In 2020-2021, École Glenbrook Middle accommodated 111 Late French Immersion students.

#### 3. Secondary French Immersion

The Secondary French Immersion program consists of students that completed the French Immersion programs in middle school. Upon graduation from the French Immersion program in Grade 12, students should be able to participate easily in French conversations, take post-secondary courses with French as the language of instruction and accept employment with French as the language of work.

French Immersion students who graduate from secondary school receive both the **Dogwood Diploma** and the **Diploma De Fin D'etudes Secondaire En Colombie Britannique**, French Immersion students must meet the requirements as stated in the Ministry of Education's Graduation Program Guidelines and French Program Guidelines.

This program is currently offered at New Westminster Secondary. In September 2020, the District had 333 Grade 9 to 12 French Immersion students.



The Late French Immersion program and, in some cases, Early French Immersion programs are located in schools with in-catchment enrolment pressures. The District may consider a comprehensive program review in conjunction with future capital projects, that takes into consideration available space and program location options.

The Secondary French Immersion program at New Westminster Secondary is well located to serve both the east and west sides of the City, although enrolment is projected exceed capacity by 2024 and continue to grow to 2035. The District may consider the possibility for expanding Queensborough Middle to include a secondary school wing to serve Queensborough and to alleviate growth pressures at New Westminster Secondary.

### 3.3.3 Montessori Program

Montessori is a District Program Option or Program of Choice, currently located at Connaught Heights Elementary and Skwo:wech Elementary. The District is comprised of two Montessori program catchment areas (refer to section 5.3.4 for the current catchment map). In 2020-2021, approximately 6.3% of the total District K-5 elementary school population (188 Montessori students) attended the Montessori program.

Montessori education is an approach to educating children that was first developed in the early 1900s by Dr. Maria Montessori, the first female doctor in Italy. She believed that children should choose developmentally appropriate activities in a stimulating environment of carefully selected and developed materials. Montessori education features multi-age classrooms, a special set of educational materials, student chosen work in long time blocks, and individual and small group instruction in both academic and social skills. Research shows advantages for students in Montessori Programs on a variety of achievement measures and on social-emotional measures that indicate a sense of community, justice and fairness.

Enrolment in the Montessori Program is limited to one Kindergarten class at each Montessori school annually. Families who wish to have their child enrolled in the Montessori Program must enter the annual Montessori Program Draw. Students may enter Montessori in either Kindergarten, Grade 1, 2, 3 or 4. Typically, most students are placed in Kindergarten through the draw process. Limited spaces are available in the other grades. Children with older siblings in Montessori are given priority for entering the program. Sibling priority only applies if the siblings will be in the same school during the same school year.

### 3.3.4 Aboriginal Education Program

The Aboriginal Education Program is designed to support the academic and social success of all Aboriginal students in New Westminster Schools. New Westminster's urban Aboriginal population has remained fairly constant over the last decade, and consists of Aboriginal families of First Nations, Métis and Inuit ancestries from all over North America.

In September 2020, the District registered 285 school age students identified to have Aboriginal ancestry. The total number of Aboriginal students is equivalent to approximately 3.81% of the total enrolment in New Westminster Schools. It is also noted that 269 (94%) of Aboriginal Students in the District participated in the Aboriginal Education Program.



### 3.3.5 International Baccalaureate (IB)

New Westminster Secondary school hosts the International Baccalaureate (IB) Diploma Programme. The IB Diploma Programme is an academically challenging and balanced programme of education that prepares students for success at university and life beyond.

The IB Diploma Programme is open to any Grade 11 and 12 student who applies and qualifies for the program.

### 3.3.6 Home Learners Program

The Home Learners Program (HLP) is a teacher-led distributed learning program for Kindergarten to Grade 9 that provides options for families who prefer to have with students educated in the home, with some more limited in-person opportunities worked in. The HLP focuses on a three-way partnership between teachers, parents, and children, while respecting individual learning styles and family goals. The program encourages hands-on and active daily involvement of parents in their child's learning.

Home Learners Program is based out of the former Hume Park Elementary site at 521 Fader Street. .

### 3.3.7 New Westminster Online

New Westminster Online (NWO) provides full credit courses that follow BC provincial learning outcomes. NWO enables students to set an independent learning schedule, provided they are making regular progress and on target to complete their course within a 4 to 5 month time frame. Students have the opportunity to access their teacher for support both online or in-person. In September 2020 New Westminster Online had 357 Grades 9 to 12 students registered in virtual programs, plus 125 graduated adults completing on line courses.

New Westminster Online has fully been located in New Westminster Secondary School after the replacement building opened in 2021.

### 3.3.8 Apprenticeship Programs

New Westminster Schools offers Apprenticeship Programs for Grade 11 and 12 students in partnership with the Industry Training Authority – British Columbia's crown corporation for the post-secondary path of apprenticeship.

Based out of New Westminster Secondary, students enrolled in Apprenticeship Programs earn their first year of technical training while in secondary school for dual credit.

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### 3.3.9 Alternate Programs

1. SIGMA Program – located at New Westminister Secondary, the SIGMA program provides flexible programming and smaller class sizes and is available to students ages 16 to 18. The SIGMA program had 36 students registered in September 2020 in grades 9 to 12. This LRFP includes SIGMA program’s headcount in New Westminister Secondary’s total domestic headcount, capacity utilization tables, projections and graphics.
2. POWER Alternate Secondary School – located in a leased commercial space in downtown New Westminister, the POWER program provides students ages 16 to 18 the opportunities to incorporate academic and work experiences, individualized support and instruction, as well as recreational and artistic experiences into their education. In September 2020 there was 41 students enrolled in the POWER Program.
3. Royal City Alternate Program (RCAP) – located in a leased commercial space in downtown New Westminister, provides students ages 13 to 16 an opportunity to transition to regular or alternate high school programs with social and emotional support inside and outside of the classroom. In September 2020 there was 20 students enrolled in RCAP.

Section 5 of this plan includes strategic recommendations for optimizing utilization of school assets including accommodation of Alternate Programs on existing and future District owned sites.

## 3.4 PEARSON ADULT LEARNING CENTRE

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Located within New Westminister Secondary, the Pearson Adult Learning Centre (PALC) provides continuing education opportunities for adults.

The Pearson Adult Learning Centre is open year-round and on weeknights, providing support for high school graduation and courses for post-secondary institutions. Semesters begin in September and February of each year with classes twice a week and completed in five months.

The goal of PALC is to provide a warm, friendly environment to help our hard-working learners improve not only their academic skills and obtain a high school graduation diploma for post-secondary studies or employment, but also to gain relationships with others within the community.

In September 2020, Pearson Adult Learning Centre had 290 adults enrolled in Grades 10 to 12 completion programs plus 230 graduated adults completing other courses.

## CHAPTER 4 - IMPACT OF GROWTH ON SCHOOLS

Reviewing historic and projected population growth plays a key role for identifying which areas of the District may expect significant enrolment pressures necessitating future expansions or site acquisitions.

This section of the Long Range Facilities Plan considers factors that influence population growth and its impact on New Westminster Schools. These factors include: local and regional government land use plans and policies that guide growth, active development applications, and both historic housing and population growth.

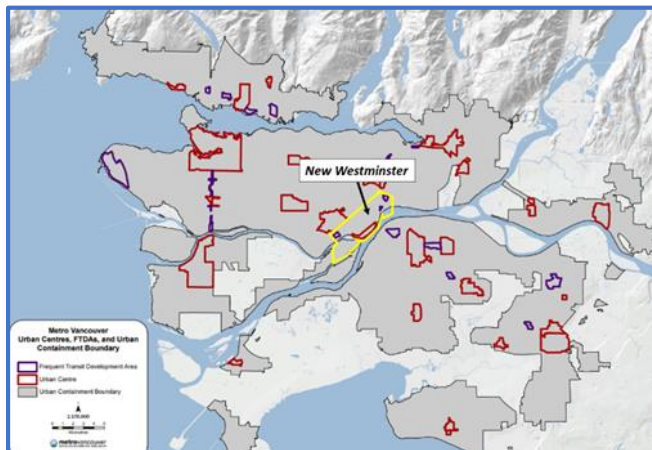
### 4.1 LAND USE DEVELOPMENT PLANS AND ACTIVITY

#### 4.1.1 Metro Vancouver Regional Growth Strategy (Metro 2040)

The Metro Vancouver Regional Growth Strategy - Metro Vancouver 2040: Shaping our Future was unanimously adopted in 2011 by 21 municipalities, Translink and adjacent regional districts. The Metro Vancouver's Growth Strategy provides direction for how the region will accommodate the estimated one million people and over 500,000 jobs that are expected to come to Metro Vancouver in 25 years.

Metro 2040 intends for growth to be located within existing urban containment boundaries with higher density development directed to Urban Centres and Frequent Transit Development Areas (FTDAs). Urban Centres and FTDAs are intended to accommodate a mix of land uses, including high and medium density housing. Affordable housing choices are also to be provided in Urban Centres and FTDAs<sup>2</sup>.

The City of New Westminster includes one Urban Centre (New Westminster Downtown), and three FTDAs (22<sup>nd</sup> Street Station, Sapperton Station, and Braid Station):



<sup>2</sup> 40% of new dwelling units built between 2006-2041 in Metro Vancouver will be located in Urban Centres, and 28% of new dwelling units will be located in FTDA's (Metro Vancouver Regional Growth Strategy estimates).

Metro Vancouver’s Regional Growth Strategy estimates that the population of New Westminister will reach approximately 104,000 by 2041<sup>3</sup>. Metro Vancouver is currently undertaking a review and update of the Regional Growth Strategy, which is anticipated to be completed in 2022.

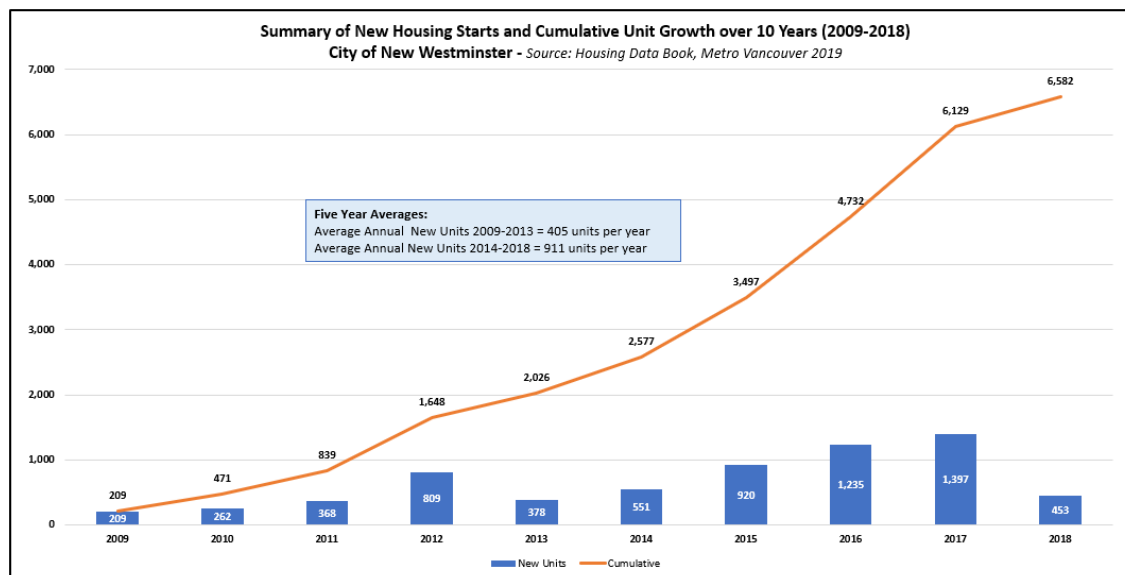
### 4.1.2 City of New Westminister Official Community Plan

The City of New Westminister adopted the latest Official Community Plan (OCP) in 2017, and most recently updated in 2020. The OCP indicates that the City will grow by approximately 36,000 new residents to approximately 104,000 people by 2041. Approximately 12,500 new housing units are estimated to be added between 2021 and 2041 (City of New Westminister OCP).

The City of New Westminister estimates that 19% of new housing units will be absorbed in Queensborough, and an additional 43% will be built in Downtown New Westminister. Both Queensborough and Downtown New Westminister are subject to Area Plans. Outside of these Area Plans, the remaining 38% of future long-term housing units will be focused in the City’s three Frequent Transit Development Areas: 22<sup>nd</sup> Street Station, Sapperton Station and Braid Station; and will also include any other new housing redevelopment in existing neighbourhoods.

### 4.1.3 Historical Residential Development

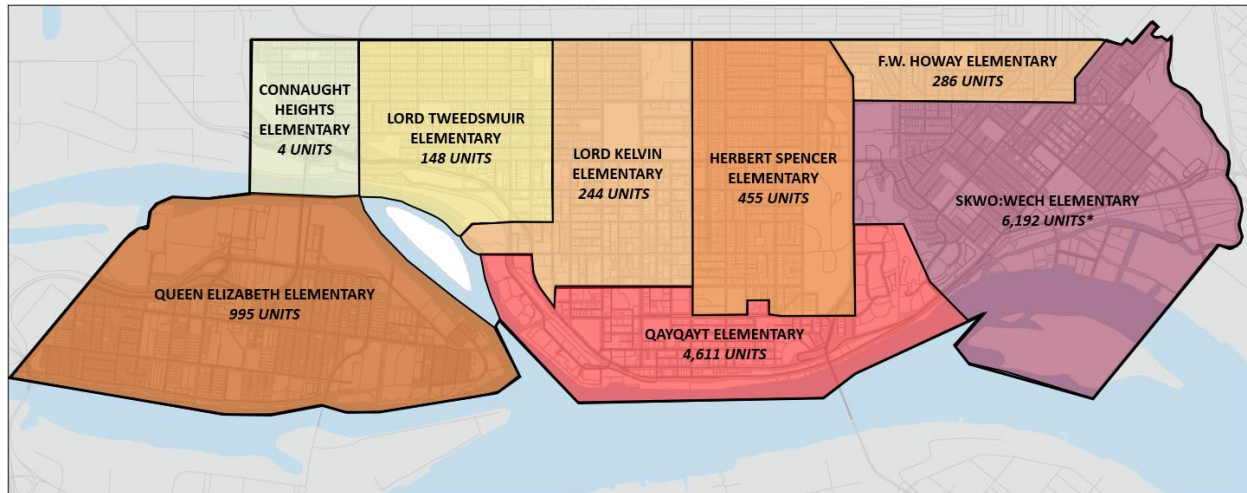
Between 2009-2013 an average of 405 new housing units were added to the City each year. This increased to an average of 911 new housing units per year between 2014-2018. Over the past 10 years, a total of 6,582 housing units were added to the City of New Westminister. The following table includes the annual and cumulative number of housing starts in the City of New Westminister over the past 10 years.



<sup>3</sup> New Westminister’s population is projected to reach 103,871 by 2041 as estimated by Metro Vancouver’s Regional Growth Management Plan, consistent with the projections included in the City of New Westminister OCP, updated in 2020. Metro Vancouver monitors housing starts, residential unit growth and population in all 21 municipalities that make up the region.

### 4.1.4 Active & Recently Approved Residential Development Applications

The following “heat map” illustrates the number of residential units ‘on-the-go’ in the City of New Westminster as of June 2021, categorized by elementary school catchment. This is a snapshot of projects that were under review by City of New Westminster or approved within the past 12 months, illustrating where current growth pressures exist.



**Sources:** ‘Projects on the Go, Current as of June, 2021’, City of New Westminster  
**Total residential units in ‘Projects on the Go’ in City of New Westminster = 12,935**  
 Includes projects that are currently under review, and projects that have been approved or had final inspection within the last year



\* Includes estimated 5,026 units in ‘Sapperton Green’ development, currently under review.

The actual timing of occupancy of residential units may depend upon market conditions and approval of applications by the City of New Westminster<sup>4</sup>.

New local government initiatives and updates to existing policy initiatives, including the City of New Westminster’s *Inclusionary Housing Policy for Multi-unit Strata Residential and Mixed-Use Residential Developments*<sup>5</sup>, and the City’s *Family-Friendly Housing Policy*<sup>6</sup> are expected to encourage migration of younger families to the City, resulting in an increase the student yield from new residential units.

<sup>4</sup> Most of the active and recently approved residential units are in Qayqayt Elementary catchment, which includes most of Downtown New Westminster (36%) and Skwo:wech Elementary catchment, which includes the Sapperton Station and Braid Station Frequent Transit Development Areas (48%). It should be noted that 81% of new residential units in the Skwo:wech Elementary catchment are proposed as part of the Sapperton Green Master Plan, currently under review. This development may have a longer time frame for completion.

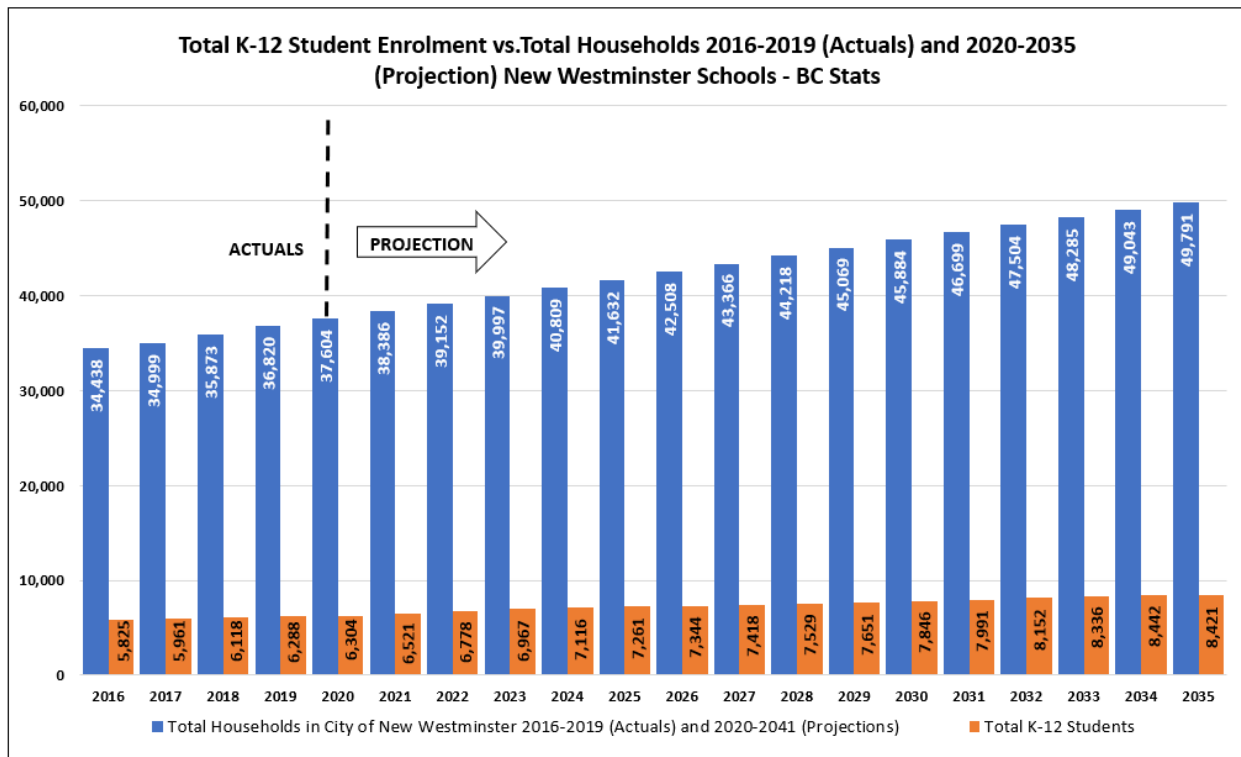
<sup>5</sup> Inclusionary Housing Policy for Multi-unit Strata Residential and Mixed-Use Residential Developments (City of New Westminster, 2019: [https://www.newwestcity.ca/database/files/library/Inclusionary\\_Housing\\_Policy\\_March\\_29\\_2021\(1\).pdf](https://www.newwestcity.ca/database/files/library/Inclusionary_Housing_Policy_March_29_2021(1).pdf))

<sup>6</sup> Applies to all development applications with 10 or more proposed residential units (City of New Westminster, 2016: [https://www.newwestcity.ca/database/files/library/Family\\_Friendly\\_Housing\\_Policy\\_\(July\\_2016\).pdf](https://www.newwestcity.ca/database/files/library/Family_Friendly_Housing_Policy_(July_2016).pdf))

## 4.2 SCHOOL DISTRICT DEMOGRAPHICS

### 4.2.1 Household Growth

The following table illustrates household growth in the District as compared to the total K-12 enrolment in New Westminster Schools. The ratio of students to households is projected to remain level at approximately 17% with slight fluctuations between 2016 and 2035. An average of 800 new households are projected to be added to the City of New Westminster annually over the next 15 years, which will compensate for the City’s maturing population.



### 4.2.2 School Age Population

A total of 7,425 school-age children resided in New Westminster in 2020. Of these, 3,570 were 5-10 years old, 1,755 were 11 to 13 years old and 2,100 were 14 to 17 years old. (Source: *Historic Youth Population Data for New Westminster School District - Baragar Systems Demographics Dynamics 2020*).

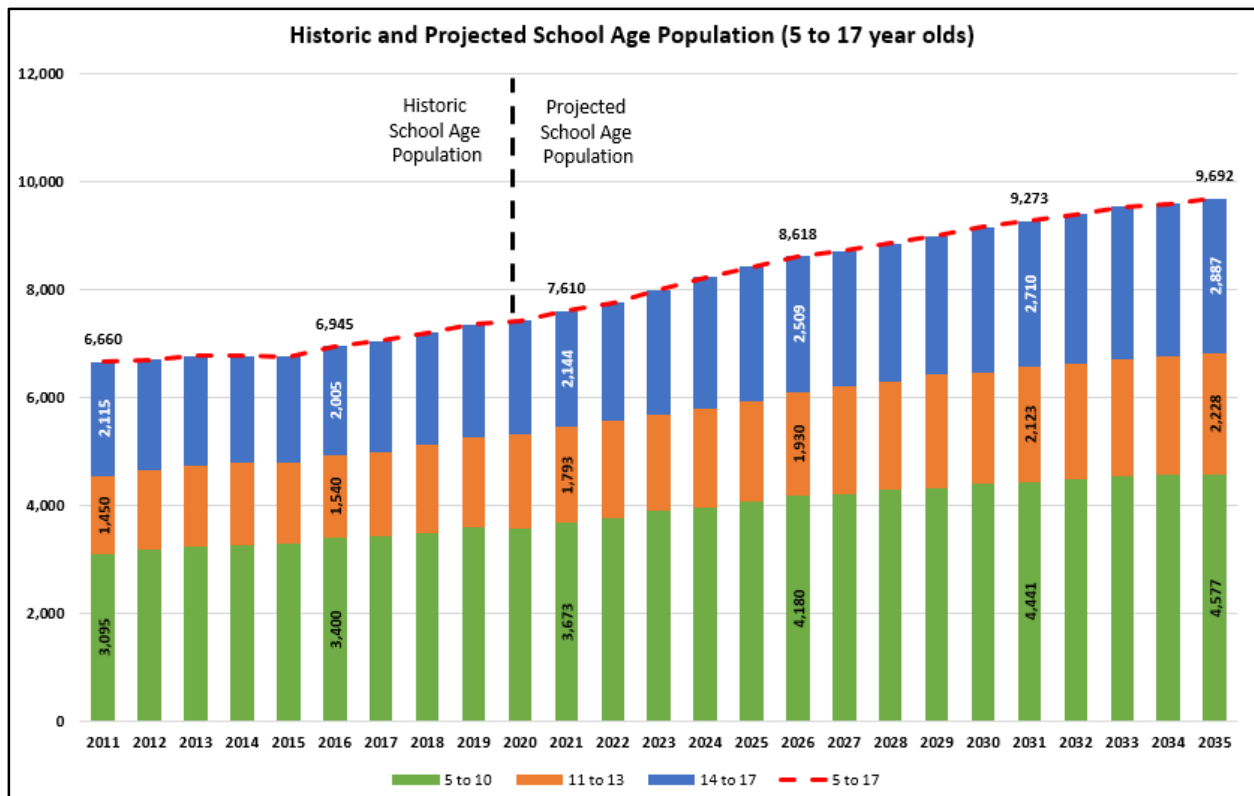
Between 2011 and 2020, the school age population of New Westminster grew by 765 or 11.5%. The five-year average school age population growth increased from 18 children per year between 2011 and 2015 to 96 children per year between 2016 and 2020.

School age population growth rate is projected to accelerate, reaching a five-year average increase of 163 students per year from 2021 to 2025. Beyond 2025, the five-year average is projected to decline slightly to an average annual increase 109 children per year from 2026 to 2030 and to an average annual increase 84 children from 2031 to 2035.



The following graphic illustrates the historic and projected school age population in the New Westminster School District by age cohorts corresponding to the District’s elementary, middle and secondary schools.

The total school age population for the District is projected to grow by 2,082 persons between 2021 and 2035. It should be noted that not all school age children residing in New Westminster attend SD40 schools. Participation of school age population in New Westminster Schools is summarized in Section 4.2.3 below.



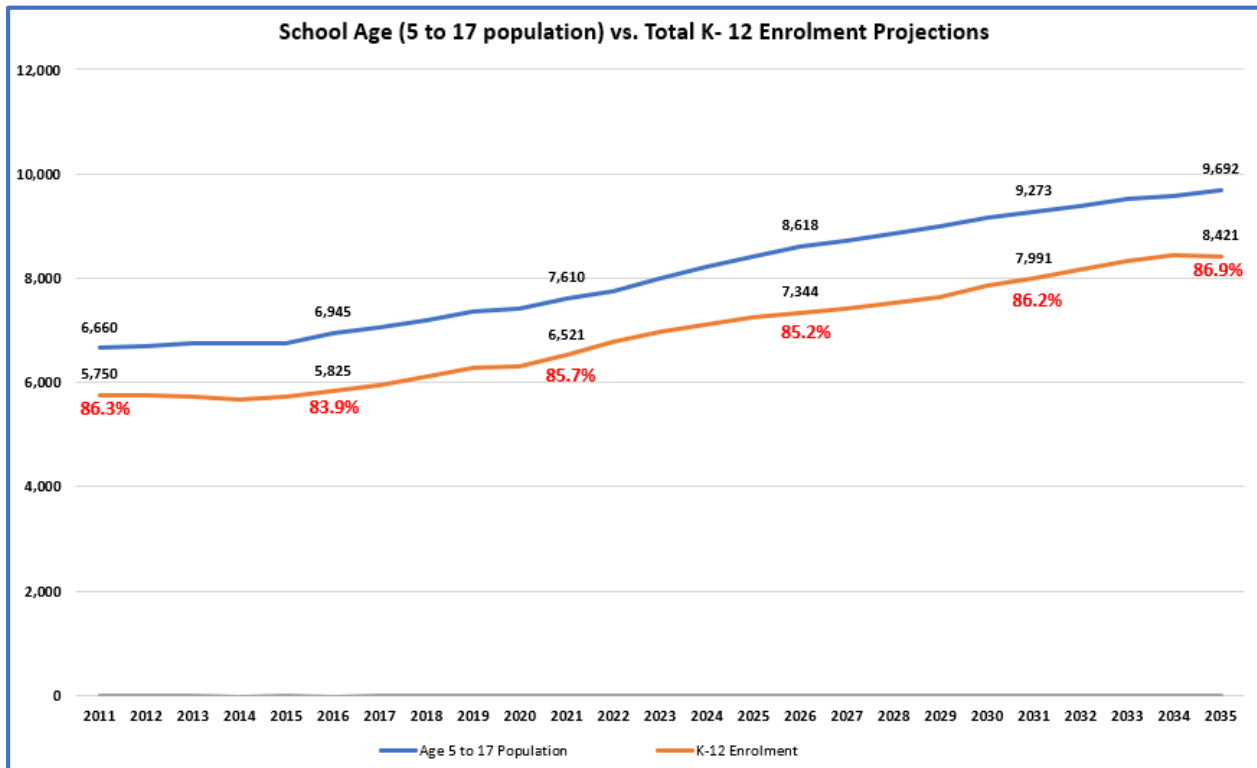
### 4.2.3 Participation of School Age

Overall, 6,304 K-12 students attended SD40 schools in September 2020. This was equivalent to 84.9% of the resident school-age children residing in the District<sup>7</sup>. This meant approximately 1,121 resident school-age children or 15.1 percent of the resident school-age population did not attend SD40 schools and may have attended elsewhere, such as home school, and independent schools, or other school districts.

The percentage of resident school-age children attending SD40 schools has been fairly stable an average of approximately 85% over the past 10 years and the participation rate is projected to remain relatively level into the future. Between 85% and 87% of school-age population is projected to attend SD40 schools between 2021 and 2031.

<sup>7</sup> The total K-12 enrolment includes any net enrolment gain or loss with adjoining school districts. For this reason, the ratio of enrolment to school age population in this report is only an approximation of “resident” school age population participation in New Westminster K-12 schools.

The following table illustrates the projected participation of school-age population in New Westminster Schools remaining relatively level with minor fluctuations over the 25 year timeframe of the projection.



*Participation estimates in the above table are based on the ratio of enrolment in SD40 schools (including any net gain or loss of enrolment with other districts) to school age youth population projections for the District (created using Baragar Systems Demographics Dynamics software including local knowledge on residential growth) and are highlighted for Census Years 2011 and 2016 [actuals] and projected for Census Years 2021, 2026, 2031 and 2035.*



## CHAPTER 5 – CAPACITY/UTILIZATION

### 5.1 CAPACITY

#### 5.1.1 Definition of Operating Capacity

Operating Capacity is defined as the number of students a school building can accommodate based on the total number of classroom spaces as determined by criteria laid out by the Ministry of Education (MOE).

Gymnasiums, libraries, offices, basic resource rooms, Neighbourhood Learning Centres and StrongStart Centres and portable classrooms are not counted as part of operating capacity, but more permanent modular classrooms are included in the operating capacity of schools where they are located<sup>8</sup>.

Classrooms that are being leased to child care providers or other community partners are counted as part of the schools operating capacity, as those community uses were intended as temporary leases of available classroom space to accommodate the students that the school was designed for. Any reduction of operating capacity for accommodating a permanence of community uses requires Ministry support.

The operating capacity for schools is calculated based on the MOE Area Standards last updated in 2012 using the following formula used for the design estimate of operating capacity of each elementary school:

$$\text{Operating Capacity} = (19 \times \text{number of Kindergarten classrooms}) + (21 \times \text{number of Grade 1-3 classrooms}) + (25 \times \text{number of Grade 4-5 classrooms})$$

The total operating capacity for all New Westminister Schools is currently 6,213 seats.

It should be noted that actual class sizes are subject to class size and composition regulations for accommodating students in the District, including consideration of students with special needs.

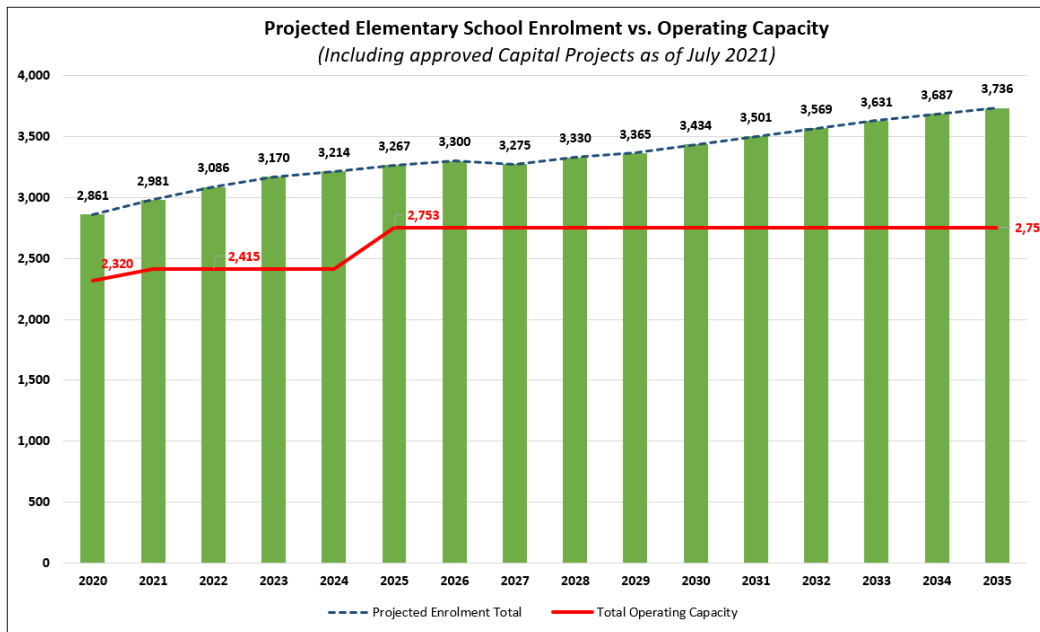
### 5.2 PROJECTED DISTRICT ENROLMENT AND UTILIZATION

#### 5.2.1 Projected Elementary School Enrolment and Capacity Utilization

By 2035, based on current enrolment trends not including international students and if there are no changes to school capacity other than those resulting from approved capital projects as of July 2021, the District's total elementary space shortfall will increase to 983.

The projected elementary-level shortfalls take into account approved capital projects that yield a change in operating capacity, including a 95 seat addition to Skwo:wech Elementary (scheduled for completion in 2022) and a 338 seat addition to Queen Elizabeth Elementary (scheduled for completion in 2025).

<sup>8</sup> SD40 currently has 9 modular classrooms that were added to elementary schools to accommodate full-day Kindergarten implementation in 2011-12. These units are included in operating capacity for schools.



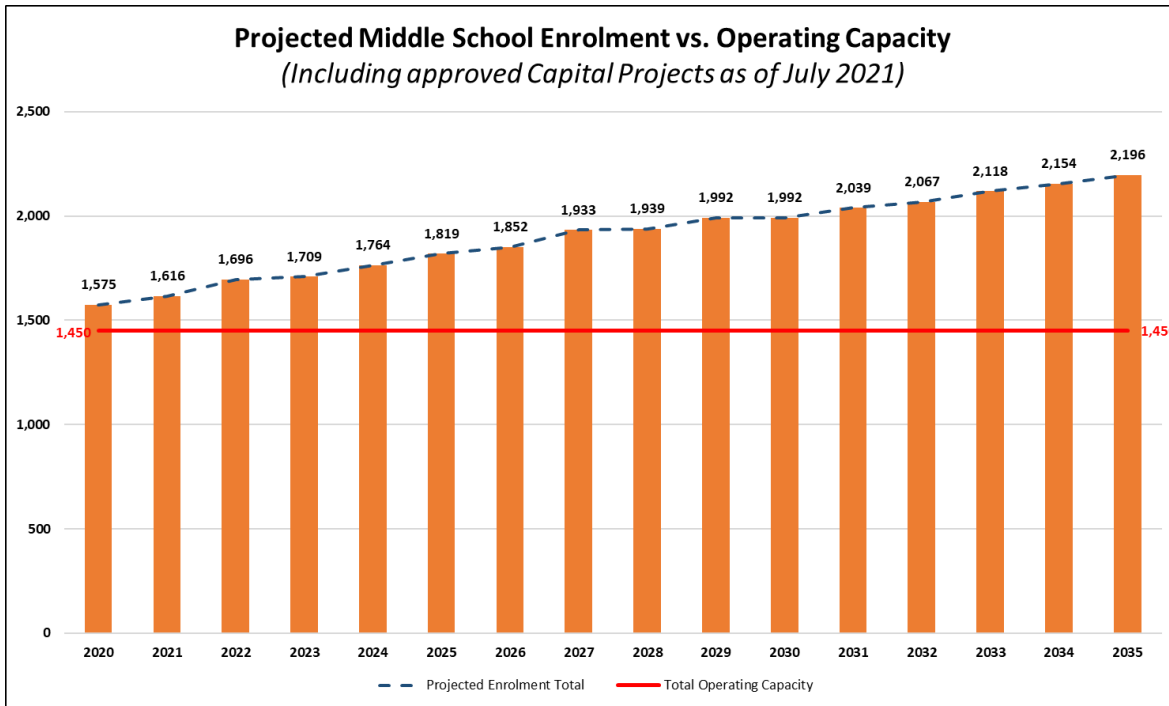
The following table summarizes the projected enrolment and capacity utilization of all eight elementary schools in the District based on approved Capital Projects as of July 2021<sup>9</sup>. The combined long term space shortfall would support 2 new elementary schools for the District.

Projected Elementary School Enrolment vs. Operating Capacity																							
SCHOOLS	FCI	Nominal Capacity	2020 Operating Capacity	2021 Operating Capacity	2025 Operating Capacity	September 2020 Actual	Enrolment Projections																
							2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035		
Herbert Spencer Elementary	0.16	100K/350E	411	411	411	472	512	531	537	535	539	537	514	513	516	523	529	532	532	531	531		
% Utilization							115%	125%	129%	131%	130%	131%	131%	125%	125%	126%	127%	129%	129%	129%	129%		
Current International Students (not included):							1																
F.W. Howay Elementary	0.22	40K/150E	173	173	173	120	113	121	137	136	138	133	132	135	133	133	132	133	133	133	133		
% Utilization							69%	65%	70%	79%	79%	80%	77%	76%	78%	77%	77%	76%	77%	77%	77%	77%	
Current International Students (not included):							1																
Skwo:wech Elementary	0.01	60K/375E	377	472	472	317	342	374	378	380	393	397	403	414	427	449	471	494	516	542	566		
% Utilization							84%	72%	79%	80%	81%	83%	84%	85%	88%	90%	95%	100%	105%	109%	115%	120%	
Current International Students (not included):							0																
Connaught Heights Elementary	0.20	20K/150E	154	154	154	151	155	157	167	162	164	162	162	161	160	162	162	162	162	162	162		
% Utilization							98%	101%	102%	108%	105%	106%	105%	105%	105%	104%	105%	105%	105%	105%	105%	105%	105%
Current International Students (not included):							0																
Lord Tweedsmuir Elementary	0.31	60K/400E	430	430	430	357	360	355	367	365	354	359	352	354	357	364	368	373	378	381	383		
% Utilization							83%	84%	83%	85%	85%	82%	83%	82%	82%	83%	85%	86%	87%	88%	89%	89%	
Current International Students (not included):							0																
Lord Kelvin Elementary	0.07	60K/400E	418	418	418	488	508	490	502	487	488	482	483	503	493	513	525	536	547	553	558		
% Utilization							129%	135%	130%	133%	129%	129%	128%	128%	133%	131%	136%	139%	142%	145%	147%	148%	
Current International Students (not included):							1																
Qayqat Elementary	0.05	100K/450E	501	501	501	530	571	615	626	672	707	730	718	721	733	726	734	746	760	772	788		
% Utilization							106%	114%	123%	125%	134%	141%	146%	143%	144%	146%	145%	147%	149%	152%	154%	157%	
Current International Students (not included):							0																
Queen Elizabeth Elementary	0.36	80K/225E	274	274	612	426	420	443	456	477	484	500	511	529	546	564	580	593	603	613	615		
% Utilization							104%	102%	108%	111%	116%	65%	67%	68%	71%	73%	75%	77%	79%	81%	82%	82%	
Total Operating Capacity			2,320	2,415	2,753	2,320	2,415	2,415	2,415	2,415	2,753	2,753	2,753	2,753	2,753	2,753	2,753	2,753	2,753	2,753	2,753		
Projected Enrolment Total			2,861	2,981	3,086	3,170	3,214	3,214	3,267	3,300	3,275	3,330	3,365	3,434	3,501	3,569	3,631	3,687	3,687	3,687	3,736		
Projected Overall % Utilization			123%	123%	128%	131%	133%	133%	133%	119%	120%	119%	121%	122%	125%	127%	130%	132%	134%	136%			
Total Surplus \ (Total Shortfall)			(541)	(566)	(671)	(755)	(799)	(514)	(547)	(522)	(577)	(612)	(681)	(748)	(816)	(878)	(934)	(983)					

<sup>9</sup> Operating Capacity includes the approved Skwo:wech (formerly Richard McBride) Elementary Seismic Replacement at expanded capacity (95 seat expansion under construction – projected to be completed in 2021-2022; and Queen Elizabeth Elementary Expansion (338 seat expansion under construction – projected to be completed in 2025).

## 5.2.2 Projected Middle School Enrolment Capacity Utilization

By 2035, based on current enrolment trends not including international students and if there are no changes to school capacity resulting from Capital Projects, the District’s total middle school space shortfall will increase to 746.

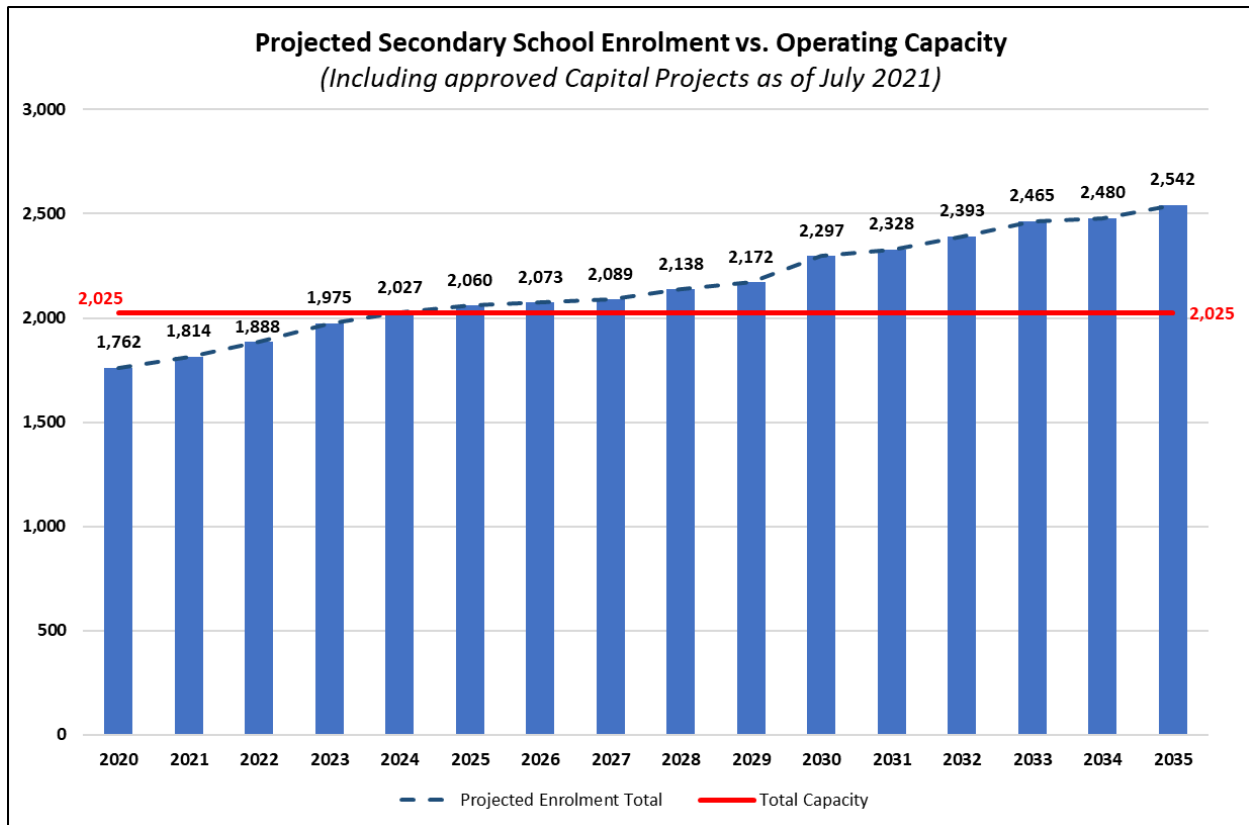


The following table summarizes the projected enrolment and capacity utilization for all three middle schools in the District, including Queensborough Middle, Fraser River Middle, and Glenbrook Middle. The combined long term space shortfall would support a new middle school for the District.

Projected Middle School Enrolment vs. Operating Capacity																				
SCHOOLS	FCI	Nominal Capacity	2020 Operating Capacity	September 2020 Actual	Enrolment Projections															
					2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	
Queensborough Middle	0.28	375	375	350	358	375	394	413	440	461	485	490	490	503	503	514	523	534	547	
				% Utilization	93%	95%	100%	105%	110%	117%	123%	129%	131%	131%	134%	134%	137%	139%	142%	146%
Current International Students (not included):				1																
Fraser River Middle	0.05	500	500	540	575	629	638	641	640	621	646	647	687	682	708	719	741	754	766	
				% Utilization	108%	115%	126%	128%	128%	124%	129%	129%	137%	136%	142%	144%	148%	151%	153%	
Current International Students (not included):				5																
Glenbrook Middle	0.26	575	575	685	683	692	677	710	739	770	802	802	815	807	828	834	854	866	883	
				% Utilization	119%	119%	103%	101%	106%	110%	115%	120%	120%	122%	120%	124%	124%	127%	129%	132%
Current International Students (not included):				3																
Total Operating Capacity				1,450	1,450	1,450	1,450	1,450	1,450	1,450	1,450	1,450	1,450	1,450	1,450	1,450	1,450	1,450	1,450	1,450
Projected Enrolment Total				1,575	1,616	1,696	1,709	1,764	1,819	1,852	1,933	1,939	1,992	1,992	2,039	2,067	2,118	2,154	2,196	
Projected Overall % Utilization				109%	111%	117%	118%	122%	125%	128%	133%	134%	137%	137%	141%	143%	146%	149%	151%	
Total Surplus \ (Total Shortfall)				(125)	(166)	(246)	(259)	(314)	(369)	(402)	(483)	(489)	(542)	(542)	(589)	(617)	(668)	(704)	(746)	
Total Current International Students (not included):				9																

### 5.2.3 Projected Secondary School Enrolment Capacity Utilization

The table below illustrates the Projected total domestic student enrolment attending New Westminster Secondary as compared with the school’s capacity. The projection indicates that the operating capacity (2,025) of the secondary school will be reached by 2024, followed by growing space shortfall between 2025 and 2035. Currently secondary students residing on Lulu Island in the Queensborough community rely on public and private transportation to attend New Westminster Secondary.



If there are no changes to school capacity resulting from capital projects, the District is projected to have a total secondary school space shortfall of 517 seats by 2035. The actual and projected enrolment for New Westminster Secondary in this table does not include international students. The student enrolment includes the regular program and French Immersion program plus students enrolled in the SIGMA program which is based in the school.

The following table illustrates the projected total enrolment at New Westminster Secondary with the current capacity of the school which was replaced with an expanded capacity in 2020.

Projected Secondary School Enrolment vs. Operating Capacity																			
SCHOOLS	FCI	Nominal Capacity	Operating Capacity	September 2020 Actual	Enrolment Projections														
					2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035
New Westminster Secondary	0.01	2025	2,025	1,762	1,814	1,888	1,975	2,027	2,060	2,073	2,089	2,138	2,172	2,297	2,328	2,393	2,465	2,480	2,542
% Utilization				87%	90%	93%	98%	100%	102%	102%	103%	106%	107%	113%	115%	118%	122%	122%	126%
Current International Students (not included):				83															

## 5.3 CATCHMENT AREA BOUNDARIES

### 5.3.1 General

New Westminster Schools determines the boundaries for each school catchment area for all elementary schools within each school family that feed into a middle school. All middle schools in the District feed into New Westminster Secondary.

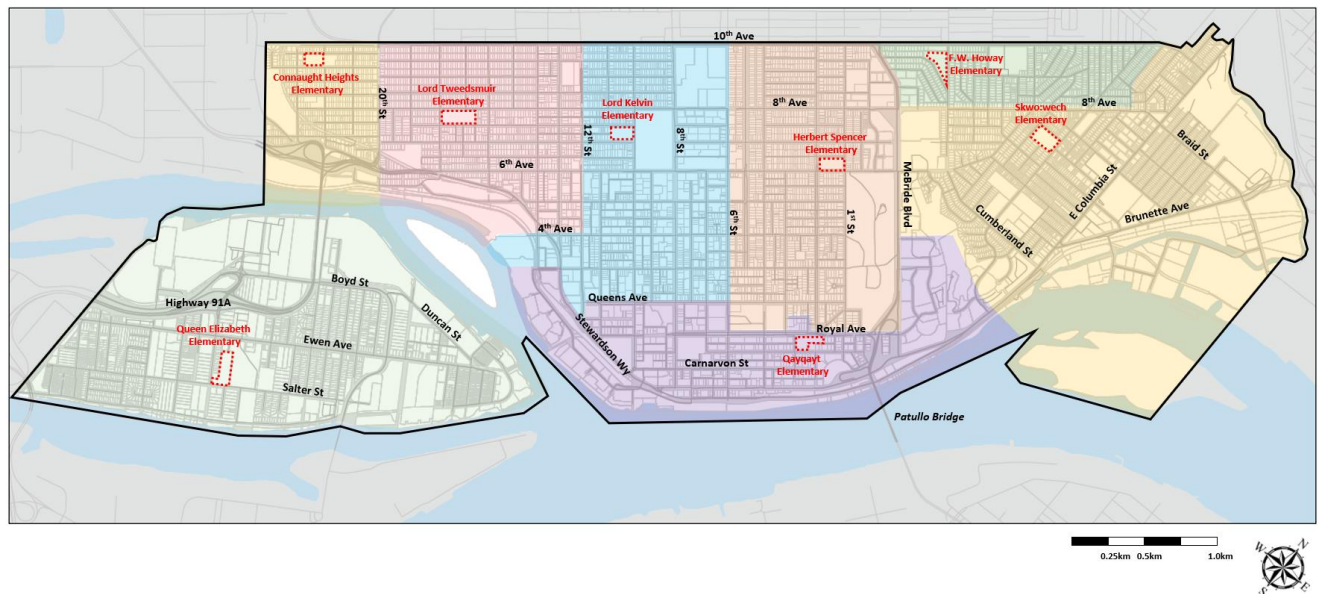
### 5.3.2 Regular Program

The District is currently divided into seven regular program catchment areas for Kindergarten to Grade 5 and one regular program catchment area for Kindergarten to Grade 4.

Queen Elizabeth Elementary is the only elementary school that is configured Kindergarten to Grade 4.

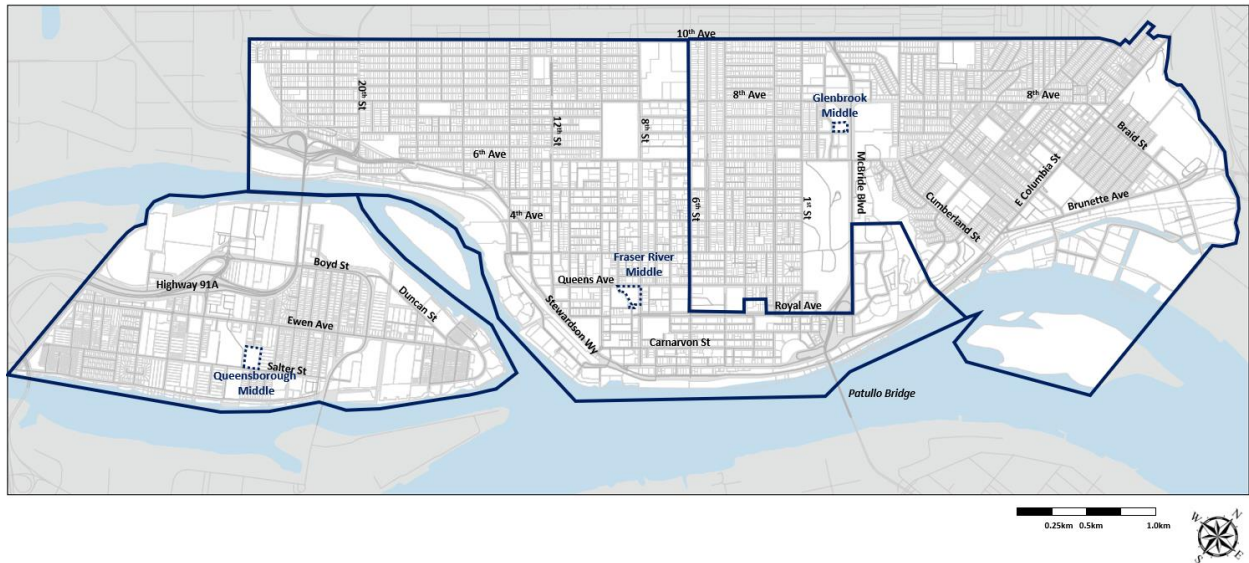
The following map illustrates the Elementary School neighbourhood catchments for regular programs for the eight elementary schools in the District:

#### Elementary School Regular Program Catchment Boundaries



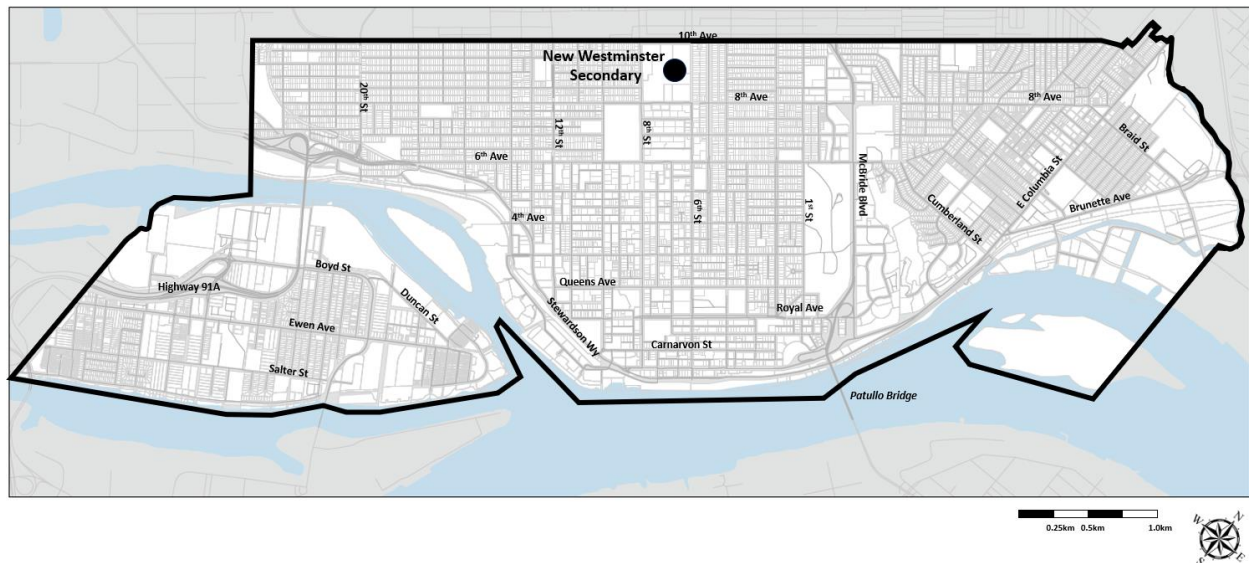
The District is currently divided into two regular program catchment areas for Grades 6 to 8 and one regular program catchment area for Grades 5 to 8 (Queensborough Middle accommodates Grade 5 students residing in the Queen Elizabeth Elementary catchment area):

### Middle School Regular Program Catchment Boundaries



The District is comprised of one catchment for Grades 9 to 12 served by New Westminster Secondary, which has recently been replaced with a new building with an expanded in capacity:

### Secondary School Catchment (District as Catchment)

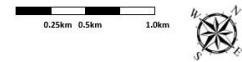
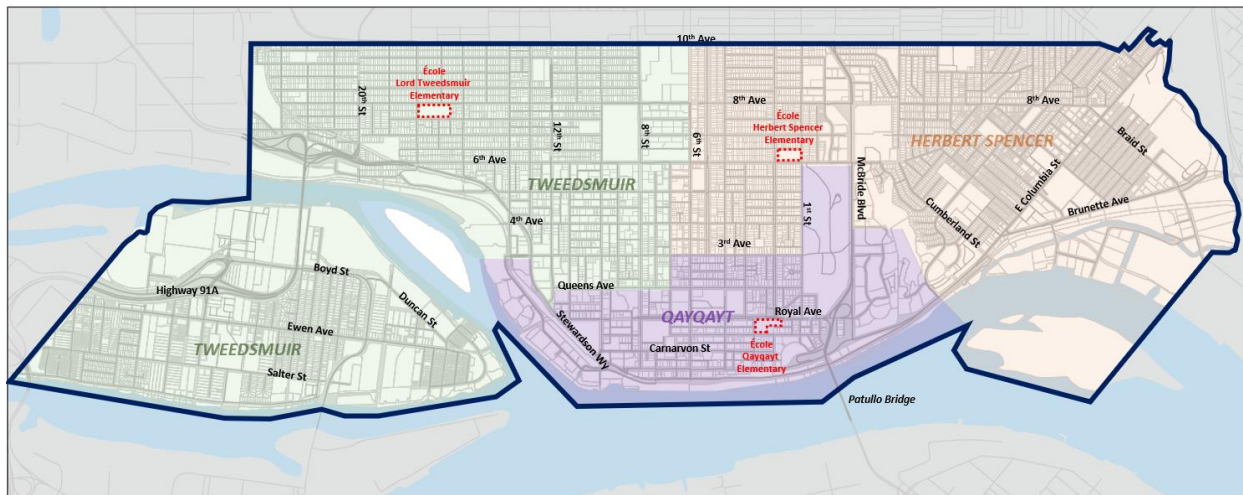




### 5.3.3 French Immersion Program

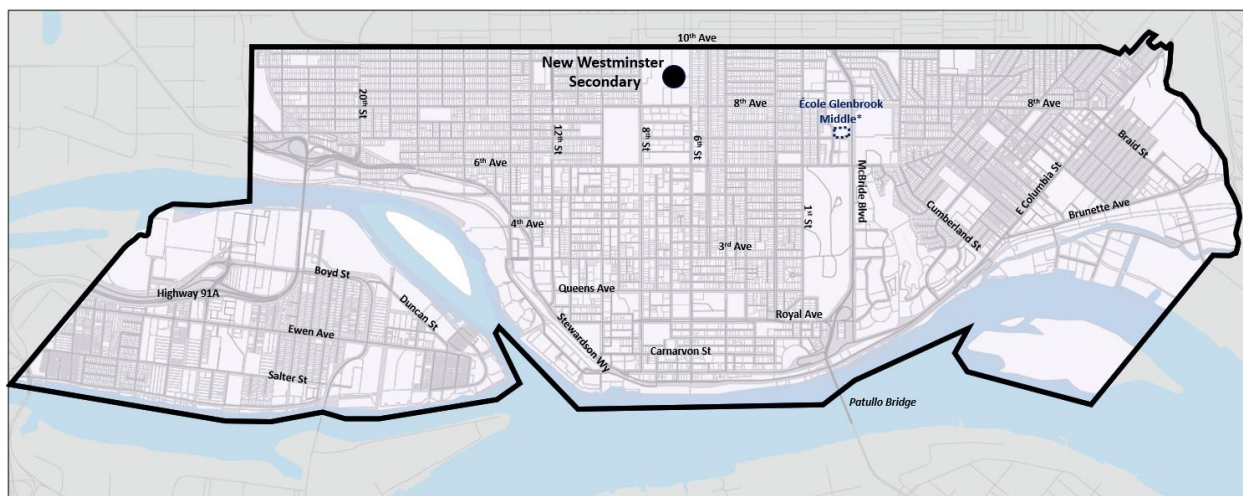
The District is currently divided into three Early French Immersion catchment areas for Kindergarten to Grade 5, including École Lord Tweedsmuir Elementary, École Herbert Spencer Elementary and École Qayqayt Elementary:

#### Early French Immersion Elementary School Program Catchment Boundaries

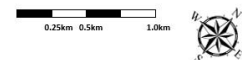


For Middle and Secondary School French Immersion programs, there is only one catchment area (District as catchment). Late French Immersion Grades 6 and 7 and Early French Immersion Grades 6 to 8 both are accommodated at École Glenbrook Middle, and Secondary Grade 9 to 12 French Immersion is accommodated at New Westminister Secondary:

#### All French Immersion Middle & Secondary School Programs (District as Catchment)



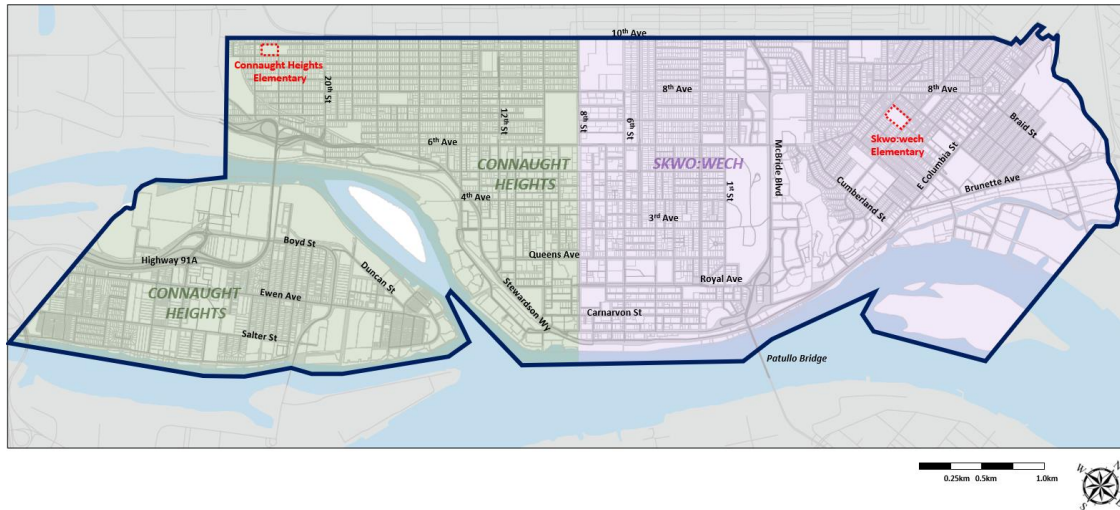
\* École Glenbrook Middle accommodates both Early French Immersion (Gr. 6-8) and Late French Immersion (Gr. 6-7) students



### 5.3.4 Montessori Program

The District is comprised of two Montessori catchment areas for Kindergarten to Grade 5. The catchment boundary between the two schools is 8<sup>th</sup> Street:

#### Montessori Program Catchment Boundaries



## 5.4 TRANSPORTATION

New Westminister School District does not own a bus fleet and contracts out transportation services as needed for transporting students with special needs and for school field trips. The District conducted a survey on bussing and transportation mode needs for the secondary students in the Queensborough community, which is on Lulu Island. The survey indicated a strong need for improved transportation for secondary students residing in Queensborough. All secondary students from Queensborough require some form of transportation to attend New Westminister Secondary, including using Translink, private vehicles by parent or student, carpools, or bike or scooter.

There has been a growing need for improved transportation from Queensborough to New Westminister Secondary School, due to the geographical remoteness of the Queensborough community which is beyond reasonable walk limits, requiring secondary students to navigate over a busy and often congested highway bridge crossing on their way to school.

#### ***Strategic Recommendation 5.4.1 – Transportation***

- ***Work closely with Coast Mountain Bus Company and Translink to coordinate appropriate Transit bus routes and schedules for students attending New Westminister Secondary.***
- ***Continue to support organized ride share programs for New Westminister Secondary students residing in the Queensborough community.***



## 5.5 OPTIMIZING THE UTILIZATION OF SCHOOL ASSETS

The Long Range Facilities Plan for New Westminster Schools intends to provide a framework for aligning the use of school assets with future educational space needs while maximizing community and school opportunities. The strategies and alternatives will consider utilization of surplus capacity available for student accommodation with complementary uses within schools.

In the past, the District has leased surplus classrooms to childcare operators, but as schools become full or overcrowded, location considerations for those temporary uses become challenging. The Ministry of Education and the School Act requires school districts to encourage childcare within schools, but space availability is an important consideration for the district for locating community uses. The District currently leases commercial space within Columbia Square at 1065 Columbia Street in Downtown New Westminster to accommodate the Royal City Alternate Program and POWER program.

The accommodation of suitable programs and community uses of space within schools by the District should be informed by the school community and stakeholders, with an understanding of the social, demographic and economic characteristics of local neighbourhoods.

The following strategies and alternatives should be considered to help improve the optimization of space within schools for educational space needs and community uses.

### ***Strategic Recommendation 5.5.1 - Optimizing Utilization of School Assets***

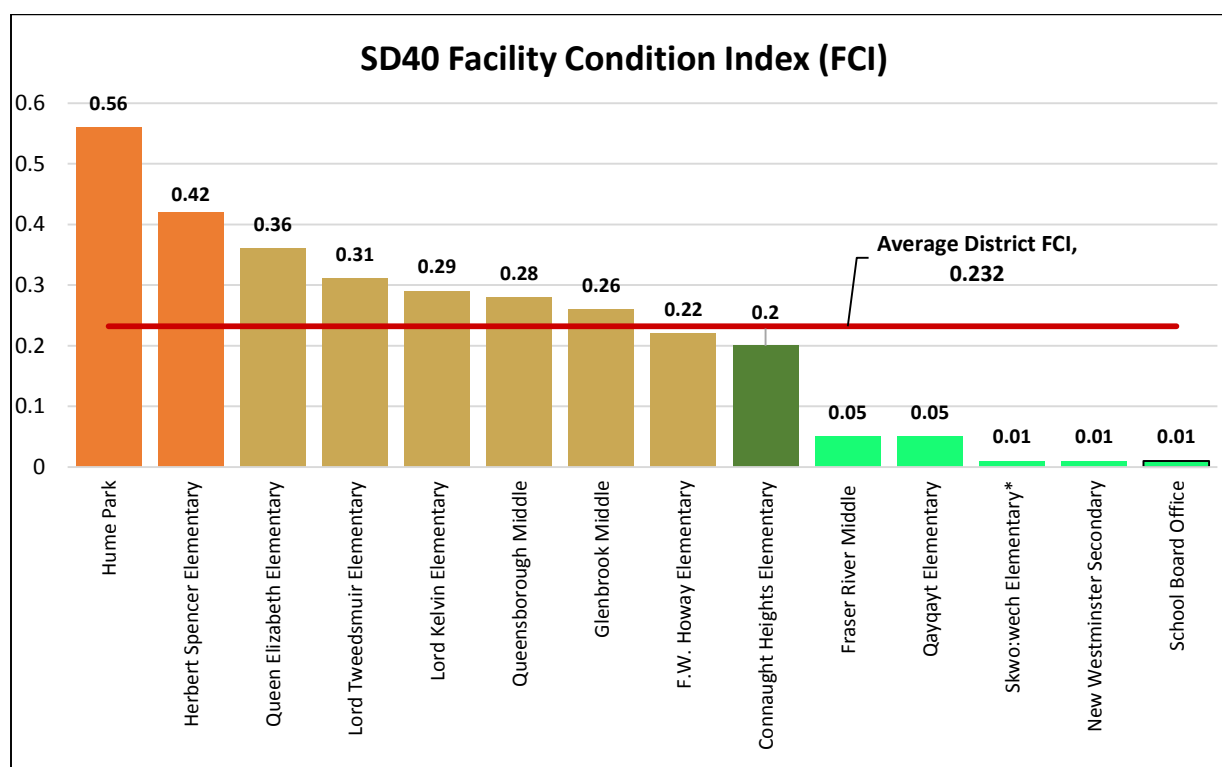
- ***A comprehensive School Catchment Program Location and Grade Configuration Review may be considered to align student accommodation with proposed expansions and new schools in the Glenbrook, Fraser River and Queensborough Community of Schools.***
- ***Where the District determines that there is a need for a comprehensive School Program Location or Grade Configuration Review, the District will undertake consultation and engagement with the public to provide feedback to the Board of Education before decisions are made.***
- ***Continue to manage available space based on existing practice to support child care programs and community uses in schools where practical, considering the following:***
  - ***adding a Neighbourhood Learning Centre to new schools and for schools that require expansion or major upgrades.***
  - ***including purpose-built child care facilities on school property, provided Provincial funding is available and site area is suitable.***
  - ***co-locating options for childcare with New Westminster on adjoining City parks where appropriate.***
  - ***supporting community partners in providing equitable opportunities for engagement and enrichment, including the provision of daycare and before and after school programming across communities.***
- ***Explore options to replace leased spaces for program accommodation with more permanent, suitable and financially sustainable location solutions preferably on District-owned sites.***

## CHAPTER 6 - FACILITY CONDITION AND IMPROVEMENTS

### 6.1 FACILITY CONDITION

#### 6.1.1 Facility Condition Assessments

The most recent FCI of School District No. 40 (New Westminster) facilities, as updated by VFA Canada in 2021, are shown in the chart below:



\* Skwo:wech Elementary is a new school replacing Richard McBride Elementary targeted for completion in December 2021

The table below lists FCI values for each of New Westminster Schools facilities. The facilities are identified in six categories: excellent, good, fair, fair to poor, poor, and very poor. District-owned facilities that are used for non-educational purposes are provided in italics. The table below includes a description of each of the six categories:

FCI Category	New Westminster Schools Facilities
<p><b>Excellent (0-5%)</b></p> <ul style="list-style-type: none"> <li>Facilities will look clean and functional</li> <li>Facilities meet present and foreseeable future requirements</li> </ul>	<ul style="list-style-type: none"> <li>School Board Office (1%)</li> <li>New Westminster Secondary (1%)</li> <li>Skwo:wech Elementary (1%)</li> <li>Qayqayt Elementary (5%)</li> <li>Fraser River Middle (5%)</li> </ul>

FCI Category	New Westminster Schools Facilities
<p><b><u>Good (6-20%)</u></b></p> <ul style="list-style-type: none"> <li>• Facilities will look clean and functional</li> <li>• Facilities meet all present requirements</li> <li>• Limited and manageable component and equipment failure may occur</li> </ul>	<ul style="list-style-type: none"> <li>• Connaught Heights Elementary (20%)</li> </ul>
<p><b><u>Fair (21-40%)</u></b></p> <ul style="list-style-type: none"> <li>• Facilities are beginning to show signs of wear</li> <li>• Some building system components nearing the end of their normal life cycle</li> <li>• More frequent component and equipment failure may occur</li> </ul>	<ul style="list-style-type: none"> <li>• F.W. Howay Elementary (22%)</li> <li>• Glenbrook Middle (26%)</li> <li>• Queensborough Middle (28%)</li> <li>• Lord Kelvin Elementary (29%)</li> <li>• Lord Tweedsmuir Elementary (31%)</li> <li>• Queen Elizabeth Elementary (36%)</li> </ul>
<p><b><u>Fair to Poor (41-60%)</u></b></p> <ul style="list-style-type: none"> <li>• Facilities will look worn with apparent and increasing deterioration</li> <li>• Immediate attention is required to some significant building systems</li> <li>• Some significant building systems are at the end of their life cycle</li> <li>• Potential frequent component and equipment failure may occur</li> </ul>	<ul style="list-style-type: none"> <li>• Herbert Spencer Elementary (42%)</li> <li>• Hume Park (56%)</li> </ul>
<p><b><u>Poor (61-80%)</u></b></p> <ul style="list-style-type: none"> <li>• Facilities will look worn with obvious deterioration</li> <li>• Equipment failure in critical items more frequent. Occasional building shut down could occur</li> <li>• Management risk is high</li> </ul>	<ul style="list-style-type: none"> <li>• N/A</li> </ul>
<p><b><u>Very Poor (&gt; 80%)</u></b></p> <ul style="list-style-type: none"> <li>• Many significant building systems are at the end of or past their life cycle</li> </ul>	<ul style="list-style-type: none"> <li>• N/A</li> </ul>

Based on the facility condition assessments, 36% of the District’s buildings (5 sites) fall under the “Excellent” category, 7% (1 sites) fall under the “Good Condition” category, 43% (6 sites) fall under the “Fair Condition” category, and 14% (2 sites) falls under the “Fair to Poor Condition” category.

The District does not have any buildings that fall under the “Poor Condition” or “Very Poor Condition” categories. Overall, these results are significantly better than average for school districts within the Province.

**Strategic Recommendation 6.1.1 - Improve Facility Condition Ratings**

- ***Strive to maintain all schools in Good/Fair condition with a target FCI of 0.3 or lower.***

## 6.1.2 Seismic Condition

In 2004, the Ministry of Education launched the School Seismic Mitigation Program (SMP) in an effort to identify schools that may have structural risks associated with a seismic event. A partnership was developed with the Association of Professional Engineers and Geoscientists of BC (EGBC) as well as leading post-educational research facilities to evaluate schools for seismic safety based on the latest research from major earthquakes around the globe.

Since 2004, these experts have developed new guidelines and new assessment tools to conduct a comprehensive reassessment leading to a more accurate picture of seismic safety risks in British Columbia schools. Risk categories have been established to determine the various levels of seismic risks in schools.

### **Seismic Risk Ratings**

Engineers calculate seismic risk ratings based on the risk of damage from earthquake to a building. This calculation is the foundation for making decisions about how to mitigate risk and making specific locations safer. The structural risk ratings used for BC schools are as follows:

<p><u>High 1 (H1)</u></p> <ul style="list-style-type: none"><li>• <i>Most vulnerable structure; at highest risk of widespread damage or structural failure; not repairable after event. Structural and non-structural seismic upgrades required.</i></li></ul>
<p><u>High 2 (H2)</u></p> <ul style="list-style-type: none"><li>• <i>Vulnerable structure; at high risk of widespread damage or structural failure; likely not repairable after event. Structural and non-structural seismic upgrades required.</i></li></ul>
<p><u>High 3 (H3)</u></p> <ul style="list-style-type: none"><li>• <i>Isolated failure to building elements such as walls are expected; building likely not repairable after event. Structural and non-structural seismic upgrades required.</i></li></ul>
<p><u>Medium (M)</u></p> <ul style="list-style-type: none"><li>• <i>Isolated damage to building elements is expected; non-structural elements (such as bookshelves, lighting) are at risk of failure. Non-structural upgrades required. Building to be upgraded or replaced within the Capital Plan when it has reached the end of its useful life.</i></li></ul>
<p><u>Low (L)</u></p> <ul style="list-style-type: none"><li>• <i>Least vulnerable structure. Would experience isolated damage and would probably be repairable after an event. Non-structural upgrades may be required.</i></li></ul>

The latest seismic risk assessments, based on the Seismic Retrofit Guidelines, 3<sup>rd</sup> Edition (SRG-3) were completed in April 2016. The assessment confirmed New Westminster Secondary, three elementary schools, and Hume Park Learning Centre to have at least one block with a high seismic risk rating.

With design and construction underway or completed on seismic upgrade or seismic replacement projects at F.W. Howay Elementary (completed 2017), New Westminster Secondary (completed 2020), Lord Tweedsmuir Elementary (completed 2020), and Skwo:wech Elementary (to be completed in 2021-2022). The seismic upgrading of Hume Park Learning Centre is included as a high priority project in the 2022-2023 Five-Year Capital Plan.

There are currently two medium seismic risk facilities and one low seismic risk facility in the District as of July 2021:

Seismic Risk Rating	New Westminster Schools Facilities
High 1 (H1)	3 projects completed / risks resolved
High 2 (H2)	1 project completed / risks resolved
	<ul style="list-style-type: none"> <li>Hume Park Learning Centre (Home Learners Program)</li> </ul>
High 3 (H3)	N/A
Medium (M)	<ul style="list-style-type: none"> <li>Connaught Heights Elementary</li> <li>Lord Kelvin Elementary</li> </ul>
Low (L)	<ul style="list-style-type: none"> <li>Queen Elizabeth Elementary</li> </ul>

**Strategic Recommendation 6.1.2 - Reduce Seismic Risk**

- **Strive to reduce seismic risk at schools when completing school expansions, ongoing maintenance, and minor capital improvements.**

### 6.1.3 Portables and Modular Classrooms

Portable classrooms are movable classrooms that must be distinguished from purpose-built “modular classrooms” which are considered more permanent structures. Modular classrooms are included as part of a school’s operating capacity while portable classrooms are not.

**Portable Classrooms**

As of July 2021, there are a total of 40 portable classrooms in the District, with the location and current use as follows:

- Board Office: 1 (office)
- Connaught Heights Elementary: 3 (2 classrooms, 1 child care room)
- Fraser River Middle: 3 (used as 4 classrooms with washrooms)
- Glenbrook Middle: 2 (classrooms)
- Herbert Spencer Elementary: 1 (classroom)
- Hume Park: 2 (1 classroom, 1 child care room)
- Lord Kelvin Elementary: 6 (5 classrooms, 1 child care room)
- Lord Tweedsmuir Elementary: 1 (itinerants)
- Queen Elizabeth Elementary: 7 (classrooms)
- Queensborough Middle: 6 (2 classrooms, 4 child care rooms)
- Skwo:wech Elementary: 3 (2 classrooms, StrongStart)
- Qayqayt Elementary: 5 (classrooms)

*The school District also owns 5 ‘washcar’ portables that provide outdoor accessible washrooms with no classroom space. Washcar portables are located at Queen Elizabeth Elementary (2), Queensborough Middle (2) and Qayqayt Elementary (1).*

### **Modular Classrooms**

As of July 2021, there are a total of 9 modular classrooms in the District. These modular classrooms are more permanent structures with built-in washrooms and classroom space. These modular classrooms are not considered ‘portables’ and are required by the Province to be included as part of the schools operating capacity.<sup>10</sup>

Modular classrooms are located at the following elementary schools:

- F.W. Howay Elementary: 1
- Herbert Spencer Elementary: 3
- Lord Kelvin Elementary: 1
- Lord Tweedsmuir Elementary: 2
- Queen Elizabeth Elementary: 2

#### **Strategic Recommendation 6.1.3 – Reduce the Need for Portables**

- ***Every effort should be made by New Westminister Schools to reduce the need for portables, by way of enrolment management, school expansions and alignment of enrolment with capacity.***
- ***Consider the possibility of extended day for Middle and Secondary schools as a temporary measure, where overcrowding emerges and portable location is not an option due to site limitations.***

## **6.2 PROVINCIAL FUNDING FOR CAPITAL IMPROVEMENTS**

### **6.2.1 Annual Facility Grant**

The Annual Facility Grant (AFG) is a Ministry of Education combined operating and capital funding mechanism to school districts in recognition of the need for cyclical renewal and replacement of critical facility components over and above regular maintenance to extend the life of these capital assets and prevent any premature deterioration.

The amount of a Board of Education's AFG is calculated by the Ministry of Education using a formula based on student enrolment and average age of facilities, with an adjustment made for unique geographic factors. A Board of Education may expend its AFG for the purpose of:

- upgrading or replacing existing building components throughout the expected economic life of an existing capital asset;
- enhancing the service potential of an existing capital asset or a component of an existing capital asset by correcting deficiencies in design or construction, and unsafe conditions;
- significantly lowering the associated operating costs of an existing capital asset; or
- extending the life of an existing capital asset or a component of an existing capital asset beyond its original life expectancy.

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<sup>10</sup> Modular classrooms have a nominal capacity of 20 and operating capacity of 19 per classroom unit. Modular classrooms were originally intended to assist the District implement Full Day Kindergarten in 2011.

## 6.2.2 School Enhancement Program (SEP)

The School Enhancement Program (SEP) provides capital funding to school districts for capital projects that improve the safety, facility condition, operational efficiency and functionality of existing schools, in an effort to extend their useful life.

SEP project proposals that are eligible<sup>11</sup> for funding are roofing upgrades (replacement or repair), exterior wall systems upgrade (cladding, insulations, windows, building envelope), interior construction upgrades (interior accessibility, flooring, wall partitions), HVAC upgrades (heating and air conditioning), electrical upgrades (power supplies, distribution systems, fire protection systems) and plumbing upgrades (washrooms, water fountains, re-piping).

### **Strategic Recommendation 6.2.1 & 6.2.2 - Reduce Deferred Maintenance**

- ***Advocate for additional government funding in the forms of the Annual Facilities Grant and School Enhancement Program to reduce any deferred maintenance and extend the useful life of schools.***

## 6.2.3 Carbon Neutral Capital Program (CNCP)

CNCP is an annual Provincial program that provides capital funding specifically for energy efficiency projects that lower a school district's carbon emissions. Available funds are based on the bank of carbon offsets collected annually by the Province from the District.

When selecting priorities for CNCP funding, a school district should consider the measurable short-term and long-term emission reductions and operational cost savings. CNCP projects should also be coordinated with other capital program needs in the District.

### **Strategic Recommendation 6.2.3 - Support Carbon Neutrality**

- ***Advocate for additional government funding in the form of the Carbon Neutral Capital Program, with innovative projects to achieve carbon neutrality.***

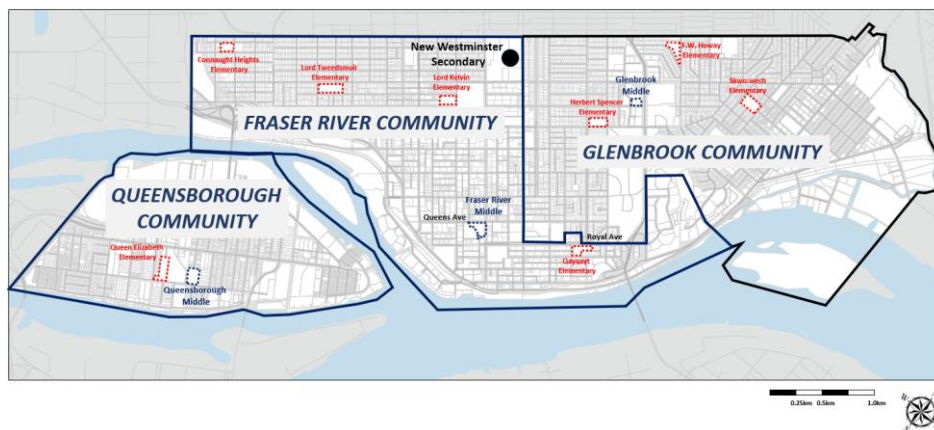
<sup>11</sup> Eligible projects for SEP funding must be valued at more than \$100,000, but not exceeding \$2 million. To qualify for the \$100,000 threshold a number of smaller projects for various schools may be grouped to form a single SEP project. Projects over \$2 million may be identified by the district to be phased over a number of years— BC Ministry of Education Capital Plan Submission Instructions 2021-22. These rules are subject to annual review of capital plan submission instructions by the Province.



## CHAPTER 7 - CAPITAL EXPANSION STRATEGY

### 7.1 COMMUNITIES OF SCHOOLS

To effectively analyze the current capacity and enrolment pressures at New Westminster Schools’ facilities and develop a district facilities expansion strategy, the District has been separated into three (3) middle school “Communities of Schools<sup>12</sup>” including families of elementary schools that feed into Queensborough Middle, Fraser River Middle and Glenbrook Middle as illustrated below. At the secondary school level, all three communities feed into New Westminster Secondary which is reviewed in Section 7.5 of this plan.



Existing school sites in New Westminster are significantly below the Provincial School Site Area Standards and are not suitable for major additions or for placing additional modular classroom units or portables. The table below illustrates a severe overall site area shortfall<sup>13</sup> that would support new school site acquisitions or site expansions to accommodate projected growth in New Westminster schools.

SUMMARY - SITE SIZE & AREA STANDARD ANALYSIS - (Including approved project capacities highlighted in green)

SCHOOL SITE	Site Area		Approved Nominal Capacity	Area Standard		Current Site Area Surplus \ (Shortfall)	
	Ha	Acres		Ha	Acres	Ha	Acres
Queensborough Middle	1.59	3.94	375	2.25	5.56	(0.66)	(1.62)
Queen Elizabeth Elementary	1.75	4.32	655	3.10	7.70	(1.35)	(3.38)
New Westminster Secondary	6.76	16.71	2025	7.70	19.00	(0.94)	(2.29)
Fraser River Middle	1.34	3.31	500	2.80	6.92	(1.46)	(3.61)
Connaught Heights Elementary	0.89	2.20	170	1.50	3.70	(0.61)	(1.50)
Lord Tweedsmuir Elementary	2.00	4.95	460	2.50	6.18	(0.50)	(1.23)
Lord Kelvin Elementary	1.31	3.23	460	2.50	6.18	(1.19)	(2.95)
Qayqayt Elementary	1.30	3.21	550	2.80	6.92	(1.50)	(3.71)
Glenbrook Middle	0.58	1.42	575	3.15	7.78	(2.57)	(6.36)
Herbert Spencer Elementary	1.22	3.01	450	2.50	6.17	(1.28)	(3.16)
FW Howay Elementary	1.69	4.18	190	1.50	3.70	0.19	0.48
Skwo:wech Elementary	1.87	4.63	505	2.70	6.67	(0.83)	(2.04)
Hume Park	0.28	0.70					
<b>Total</b>	<b>22.59</b>	<b>55.81</b>	<b>6,915</b>	<b>35.00</b>	<b>86.48</b>	<b>(12.69)</b>	<b>(31.37)</b>

<sup>12</sup> Schools have been categorized into communities based on current school catchments and the District’s geography. This section of the Long Range Facilities Plan develops facilities planning projections and strategies organized by three Communities of Schools regions.

<sup>13</sup> The “Approved Nominal Capacity” shown in this table includes approved capital project expansions. The site area for New Westminster Secondary deducted 4.5 acres for the area occupied by Massey Theatre which is separate from the school. Fraser Middle site includes the Board Office and a modular daycare facility within the undersized site area shown.



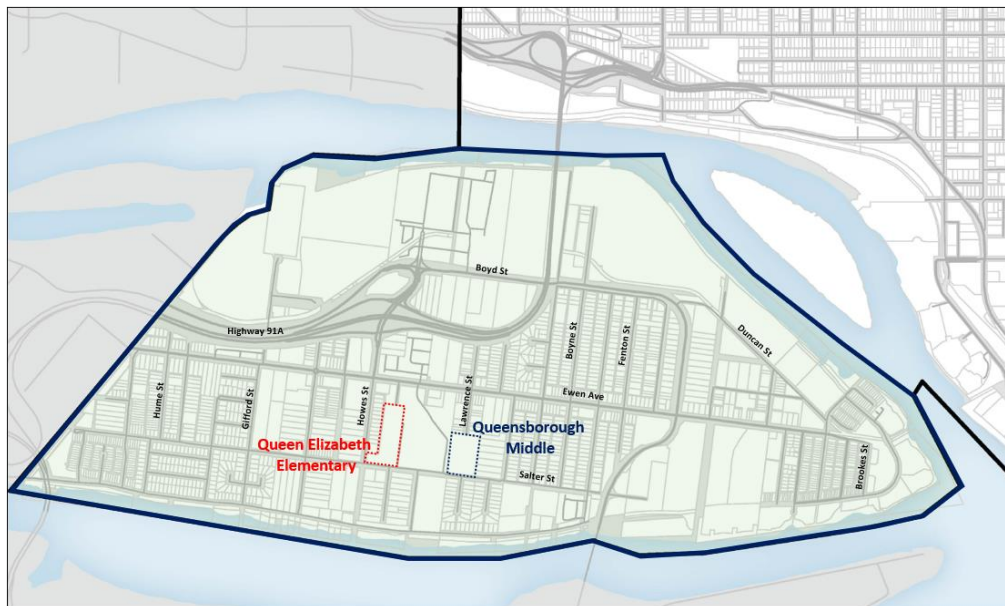
## 7.2 QUEENSBOROUGH COMMUNITY

The Queensborough Middle School Community (Queensborough Community) is located on Lulu Island and includes the City of New Westminister’s Queensborough Community Plan Area.

The Queensborough Community includes one elementary school: **Queen Elizabeth Elementary** and one middle school: **Queensborough Middle**. Grade 9-12 students residing in the Queensborough Community require transportation to attend New Westminister Secondary.

### Queensborough Community of Schools Catchment

*[Queen Elizabeth Elementary (K-4) and Queensborough Middle (Gr. 5-8)]*



### 7.2.1 Elementary School Space Utilization Considerations: Queensborough Community

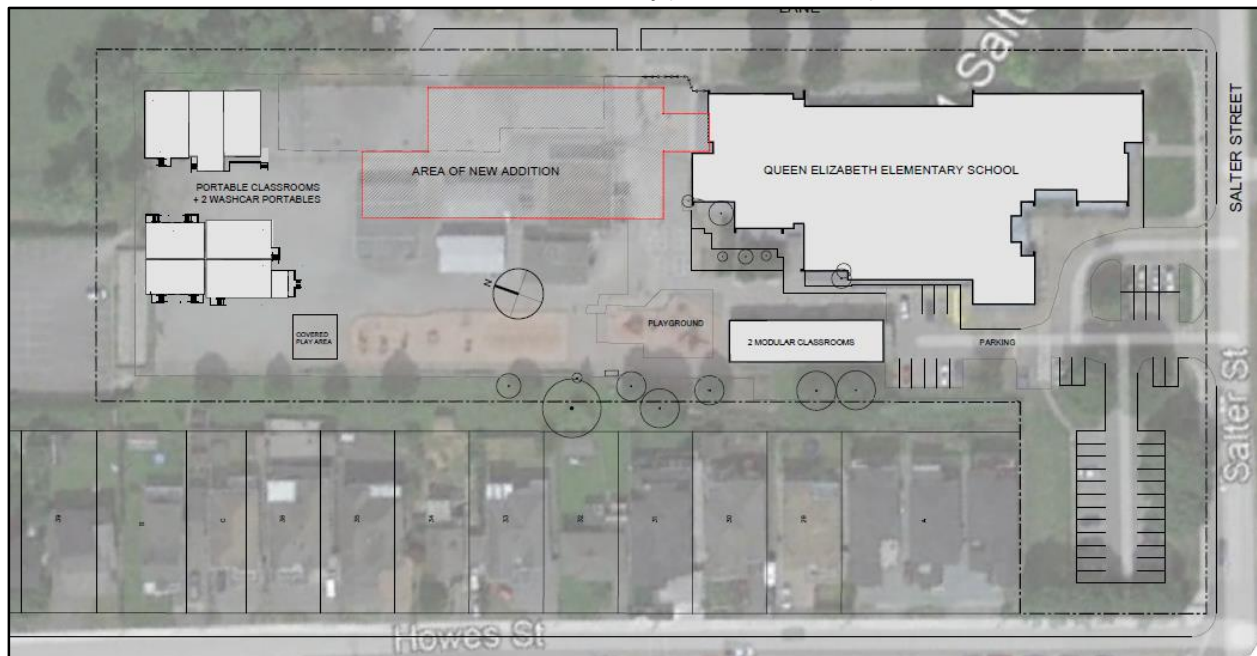
- There is one elementary school in the Queensborough Community: **Queen Elizabeth Elementary**.
- Queen Elizabeth Elementary is currently operating as a K-4 elementary school.
- Enrolment at Queen Elizabeth Elementary is projected to grow rapidly over the next 15 years due to construction of new residential units in the Queensborough Neighbourhood.
- New Westminister Schools completed a Capital Project Funding Agreement in 2021 to expand Queen Elizabeth Elementary from current operating capacity of 274 to 612, target completion in 2025.
- Enrolment at Queen Elizabeth Elementary is currently above capacity and projected to remain over-capacity until project completion in 2025.
- There are currently 7 portables located at Queen Elizabeth Elementary being used as classrooms.
- Following project completion, enrolment at Queen Elizabeth Elementary is projected to steadily increase, and exceed its expanded capacity by 2034.

The following table illustrates the total enrolment at Queen Elizabeth Elementary vs. the operating capacity of the school, with the expansion from 274 to 612 operating capacity:

Queensborough Community of Schools - Elementary Schools Analysis																				
SCHOOLS	FCI	Nominal Capacity	Operating Capacity	2025 Operating Capacity	September 2020 Actual	Enrolment Projections														
						2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035
Queen Elizabeth Elementary	0.36	80K/225E	274	612	426	420	443	456	477	484	500	511	529	546	564	580	593	603	613	615
% Utilization					155%	153%	162%	166%	174%	79%	82%	83%	86%	89%	92%	95%	97%	99%	100%	100%
Projected Surplus \ (Shortfall)					186	192	169	156	135	128	112	101	83	66	48	32	19	9	(1)	(3)
Current International Students (not included):					0															

\* Queen Elizabeth Elementary - approved expansion in 2025 to Nominal Capacity: 80K/575, Operating Capacity: 612

**Queen Elizabeth Elementary (1.75 Ha/ 4.32 Acres)**



### 7.2.2 Middle School Space Utilization Considerations: Queensborough Community

- There is one middle school in the Queensborough Community: **Queensborough Middle**.
- Queensborough Middle is currently operating as a Grade 5 to 8 middle school.
- Enrolment at Queensborough Middle is projected to exceed capacity by 2023 and continue to steadily increase to 2035.
- There are currently 6 portables located at Queensborough Middle, 2 being used as classrooms and 4 as child care space.

The following table illustrates the total enrolment at Queensborough Middle vs. the operating capacity of the school. The table indicates a growing seat shortfall.

**Queensborough Community of Schools - Middle Schools Analysis**

SCHOOLS	FCI	Nominal Capacity	2020 Operating Capacity	September 2020 Actual	Enrolment Projections															
					2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	
Queensborough Middle	0.28	375	375	350	358	375	394	413	440	461	485	490	490	503	503	514	523	534	547	
% Utilization					93%	95%	100%	105%	110%	117%	123%	129%	131%	131%	134%	134%	137%	139%	142%	146%
Projected Surplus \ (Shortfall)					25	17	0	(19)	(38)	(65)	(86)	(110)	(115)	(115)	(128)	(128)	(139)	(148)	(159)	(172)
Current International Students (not included):					1															

**Queensborough Middle (1.59 Ha/ 3.94 Acres)**



**7.2.3 Secondary School Space Utilization Considerations: Queensborough Community**

- There are currently no secondary schools located in Queensborough and students from this community continue to rely on public and private transportation to attend New Westminster Secondary.
- The secondary school age population (ages 14 to 17) residing in Queensborough is projected to increase steadily from 413 in 2021 to 658 in 2035.

- The growing secondary school age population in Queensborough could support expanding to Queensborough Middle with a possible grade configuration review, though other considerations also exist and are available to the District to assist with capacity pressures.
- Without an expansion and possible grade configuration review, secondary student growth from the Queensborough community will place pressure upon New Westminister Secondary.

## 7.2.4 Space Utilization & Expansion: Queensborough Community

### 1. Grade and Program Configuration and Expansion Alternatives

The following grade configuration and expansion alternatives should be considered for Queensborough community of schools. This may include the following alternatives:

- **Alternative A - Status Quo:**

Continue the Grade 5 to 8 configuration of Queensborough Middle and Kindergarten to Grade 4 configuration for Queen Elizabeth Elementary, with no school expansion in the Queensborough community.

The growth of the secondary student population could be addressed through alternatives proposed for New Westminister Secondary as contemplated under section 7.5.2.

- **Alternative B - Modified Status Quo with Grade Configuration Changes:**

Convert the grade configuration for Queen Elizabeth Elementary to Kindergarten to Grade 5 upon completion of the approved 325 seat addition to the school by 2025, with Grade 5 students relocated from Queensborough Middle. Queensborough Middle grade configuration would become Grade 6 to 8 with no school expansion in Queensborough.

The growth of the secondary student population could be addressed through alternatives proposed for New Westminister Secondary as contemplated under section 7.5.2.

- **Alternative C - Queensborough Middle School Expansion with No Grade Configuration Changes:**

Queensborough Middle continues as a Grade 5 to 8 school, with an expansion to provide a new school expansion to potentially include accommodating Grades 9 to 12. Queen Elizabeth Elementary would continue in its Kindergarten to Grade 4 configuration.

- **Alternative D - Queensborough Middle School Expansion with Grade Configuration Changes:**

Convert the grade configuration of Queen Elizabeth Elementary to Kindergarten to Grade 5 upon completion of the 325 seat addition to the school in 2025, with Grade 5 students relocated from Queensborough Middle. Queensborough Middle could potentially accommodate Grade 6 to 12 students within the new school expansion.

## 2. Preferred Expansion Strategy for Queensborough Community of Schools

This LRFP recommends that the Board pursues Alternative C or Alternative D to ensure that enrolment growth is accommodated locally in the Queensborough community. Both Alternatives C and D are supported by the recommended expansion strategy.

### 1) Secondary Expansion:

As alternatives to an expansion and site acquisition at Queensborough Middle, the District could build capacity for secondary students in alternate ways as described Chapter 7.5 for considerations made for New Westminster Secondary. However, this plan supports an expansion to Queensborough Middle as a high priority project in the District's Five-Year Capital Plan with a new 500 capacity school expansion to accommodate the growing number of middle and secondary school students in Queensborough.

### 2) Site Acquisition:

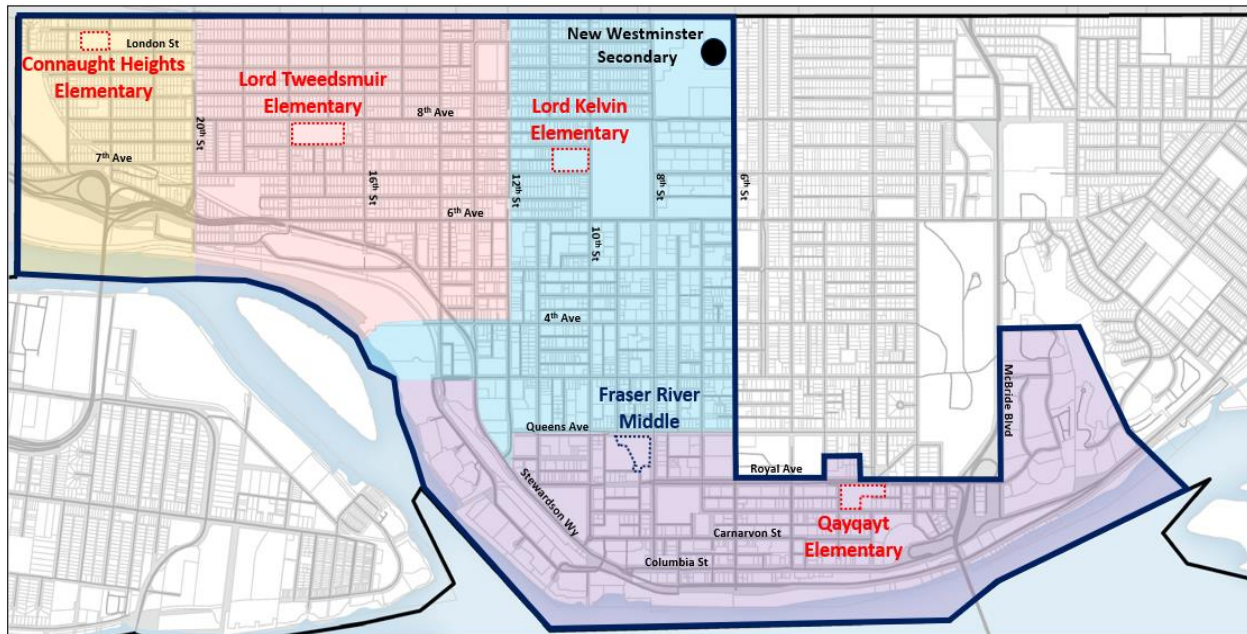
In order to address continued enrolment growth from the Queensborough Community Plan, the District should:

- a) Pursue discussions with the City of New Westminster, the development community and the Province to determine the possibility, timing and physical and financial viability for a suitable school site expansion of Queensborough Middle.
- b) A proposed site expansion to Queensborough Middle School to accommodate enrolment growth should be included as an Eligible School Site in the Eligible School Site Proposal (ESSP) for the District. This should be considered as part of the District's expansion strategy and incorporated into the Five-Year Capital Plan.

## 7.3 FRASER RIVER COMMUNITY

The Fraser River Middle School Community (Fraser River Community) includes the 22<sup>nd</sup> Street Station Frequent Transit Development Area and Downtown Community Plan Area. The Fraser River Community includes four (4) elementary schools: **Connaught Heights, Lord Tweedsmuir, Lord Kelvin** and **Qayqayt**. There is one (1) middle school in the Fraser River Community: **Fraser River Middle**. There is also one secondary school in the Fraser River Community: **New Westminster Secondary**, which serves the entire District.





### 7.3.1 Elementary School Space Utilization Considerations: Fraser River Community

- Currently, there are four (4) elementary schools in the Fraser River Community, including **Connaught Heights**, **Lord Tweedsmuir**, **Lord Kelvin** and **Qayqayt**.
  - Enrolment at **Connaught Heights** is projected to remain relatively level and enrolment is above capacity. The school’s projection is based on current Land Use Bylaw limits of City of New Westminster, which will change after the City completes a comprehensive development plan for 22<sup>nd</sup> Station Frequent Transit Corridor, possibly resulting in long-term urban densification and enrolment growth from neighbourhoods near the Skytrain Station within the school’s catchment.
  - Connaught Heights currently has 3 portables on site, including one portable partially on the school’s playfield. The school site is undersized, and is not suitable for facility expansion or for locating additional portables to accommodate growth (see image on the following page).
  - Enrolment at **Lord Tweedsmuir** is projected to remain relatively level with a space surplus of 50 to 80 seats for the next 15 years. Currently two classrooms are occupied by childcare.
  - Enrolment at **Lord Kelvin** is significantly over-capacity by approximately 70 seats and the school enrolment is projected to grow steadily over the next ten years.
  - Enrolment at **Qayqayt** is currently over-capacity by 70 seats and this space shortfall is projected to increase to over 250 seats by 2033.

- The Fraser River Community includes the Downtown Community Plan Area and approximately 40% of active and recently approved residential development applications (5,007 units).
- The City of New Westminster Official Community Plan anticipates that 43% of the City’s population growth will be located in the Downtown Community Plan Area.
- Qayqayt Elementary is located in the Downtown Community Plan Area.
- The 22<sup>nd</sup> Street Frequent Transit Development Area is located in the catchment of Connaught Heights Elementary.

There is a growing space shortfall in this group of elementary schools in Fraser River Community that would support a new K-5 elementary school with a nominal capacity of 80K + 400 to address space projected space shortfall and long term enrolment growth in the Fraser River Community.

The following table summarizes the projected enrolment and capacity utilization of the Fraser River Community of Elementary Schools, including Connaught Heights Elementary, Lord Tweedsmuir Elementary, Lord Kelvin Elementary and Qayqayt Elementary.

Fraser River Community of Schools - Elementary Schools Analysis																				
SCHOOLS	FCI	Nominal Capacity	Operating Capacity	September 2020 Actual	Enrolment Projections															
					2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	
Connaught Heights Elementary	0.20	20K/150E	154	151	155	157	167	162	164	162	162	161	160	162	162	162	162	162	162	
% Utilization				98%	101%	102%	108%	105%	106%	105%	105%	105%	104%	105%	105%	105%	105%	105%	105%	105%
Current International Students (not included):				0																
Lord Tweedsmuir Elementary	0.31	60K/400E	430	357	360	355	367	365	354	359	352	354	357	364	368	373	378	381	383	
% Utilization				83%	84%	83%	85%	85%	82%	83%	82%	82%	83%	85%	86%	87%	88%	89%	89%	89%
Current International Students (not included):				0																
Lord Kelvin Elementary	0.07	60K/400E	418	488	508	490	502	487	488	482	483	503	493	513	525	536	547	553	558	
% Utilization				117%	122%	117%	120%	117%	117%	115%	116%	120%	118%	123%	126%	128%	131%	132%	133%	133%
Current International Students (not included):				1																
Qayqayt Elementary	0.05	100K/450E	501	530	571	615	626	672	707	730	718	721	733	726	734	746	760	772	788	
% Utilization				106%	114%	123%	125%	134%	141%	146%	143%	144%	146%	145%	147%	149%	152%	154%	157%	157%
Current International Students (not included):				0																
Total Operating Capacity				1,503	1,503	1,503	1,503	1,503	1,503	1,503	1,503	1,503	1,503	1,503	1,503	1,503	1,503	1,503	1,503	1,503
Projected Enrolment Total				1,526	1,594	1,617	1,662	1,686	1,713	1,733	1,715	1,739	1,743	1,765	1,789	1,817	1,847	1,868	1,891	1,891
Projected Overall % Utilization				102%	106%	108%	111%	112%	114%	115%	114%	116%	116%	117%	119%	121%	123%	124%	126%	126%
Total Surplus \ (Total Shortfall)				(23)	(91)	(114)	(159)	(183)	(210)	(230)	(212)	(236)	(240)	(262)	(286)	(314)	(344)	(365)	(388)	(388)
Total Current International Students (not included):				1																

Site Plans of all four elementary schools located in the Fraser River Community are included below.

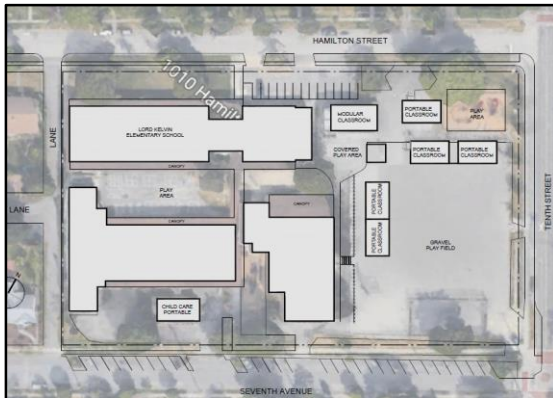
**Connaught Heights Elementary (0.89 Ha/ 2.20 Acres)**



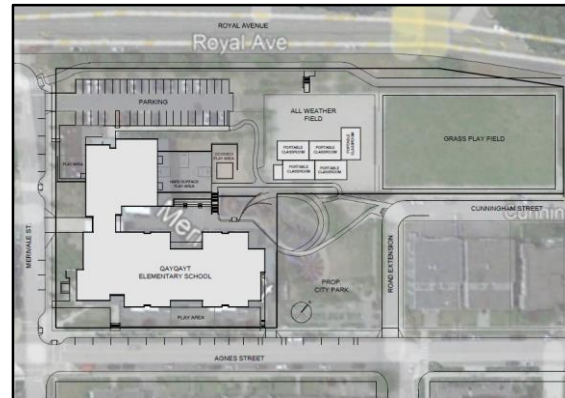
**Lord Tweedsmuir Elementary (2.00 Ha/ 4.95 Acres)**



**Lord Kelvin Elementary (1.31 Ha/ 3.23 Acres)**



**Qayqayt Elementary (1.30 Ha/3.21 Acres)**



### 7.3.2 Middle School Space Utilization Considerations: Fraser River Community

- There is one middle school in the Fraser River Community: **Fraser River Middle**.
- Fraser River Middle is currently operating as a Grade 6-8 middle school.
- Enrolment at Fraser River Middle is slightly above capacity and projected to steadily increase to a space shortfall of over 250 seats by 2034.



**Fraser River Middle (1.34 Ha/ 3.31 Acres)**



The following table illustrates the total enrolment at Fraser River Middle vs. the operating capacity of the school. The table shows a growing seat shortfall, indicating the need for a new middle school in the Fraser River Community.

Fraser River Community of Schools - Middle Schools Analysis																				
SCHOOLS	FCI	Nominal Capacity	2020 Operating Capacity	September 2020 Actual	Enrolment Projections															
					2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	
Fraser River Middle	0.05	500	500	540	575	629	638	641	640	621	646	647	687	682	708	719	741	754	766	
				% Utilization	108%	115%	126%	128%	128%	128%	124%	129%	129%	137%	136%	142%	144%	148%	151%	153%
				Projected Surplus \ (Shortfall)	(40)	(75)	(129)	(138)	(141)	(140)	(121)	(146)	(147)	(187)	(182)	(208)	(219)	(241)	(254)	(266)
				Current International Students (not included):	5															

- Fraser River Middle Schools site is adjoining a park but is significantly below the site area standards for middle schools. The School Board Office and three portables with washrooms are located on site as illustrated in the image below, with the site property lines outlined in red.
- Fraser River Middle is not suitable for on site facility expansion and does not have sufficient site area for locating additional portables to accommodate growth.

### 7.3.4 Space Utilization Strategy: Fraser River Community

#### 1. Elementary and Middle School Expansions

This LRFP supports a new 500 capacity middle school<sup>14</sup> and a new 80K + 400 capacity elementary school in the Fraser River Community to accommodate enrolment growth in the District's Five-Year Capital Plan.

#### 2. Site Acquisitions

In order to address continued enrolment growth in the Fraser River Community, the District should:

- a) Pursue discussions with the City of New Westminister and the development community to determine the possibility, timing, and physical and financial viability for:
  - A suitable new school site to sized to accommodate a future 500 capacity middle school preferably located adjacent to a City Park. All three existing middle schools in New Westminister are below the recommended site area standards for schools and due to site limitations are not suitable for accommodating additions or portables to accommodate projected enrolment; and,
  - A suitable new school site to locate a future K-5 elementary school with a nominal capacity of 80K + 400, preferably located in the Fraser River zone.
  - A suitable site for accommodating permanent space for alternate programs including RCAP and POWER.
- b) Proposed school site for elementary and middle school in the Fraser River Community should be included as Eligible Sites in the Eligible School Site Proposal (ESSP) for the District and considered as part of a longer-term expansion strategy and incorporated into the Five-Year Capital Plan.

#### 3. Catchment Boundaries, Program Location and Grade Configuration

A Comprehensive School Catchment, Program Location and Grade Configuration Review may be considered to align student accommodation with approved and proposed expansions to Fraser River Community of schools.

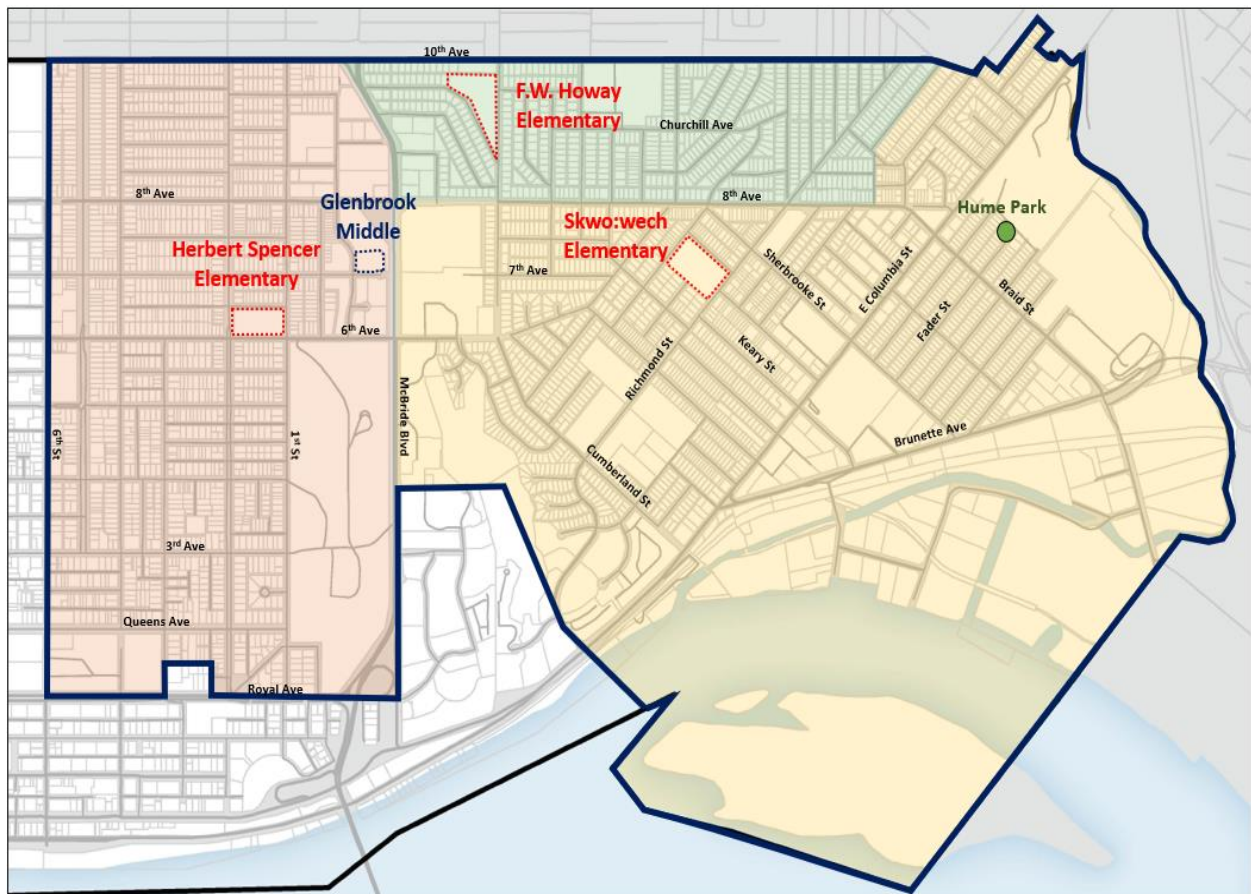
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<sup>14</sup> Section 5.2.2 of this plan illustrates the total combined projected middle school enrolment, capacity and utilization for the District. Appendix A includes more detailed graphics for each school and also combined tables for each level including elementary, middle and secondary for the District.

## 7.4 GLENBROOK COMMUNITY

The Glenbrook Middle School Community (Glenbrook Community) includes the Sapperton Station and Braid Station Frequent Transit Development Areas.

The Glenbrook Community includes three (3) elementary schools: **Herbert Spencer**, **F.W. Howay**, and **Skwo:wech**. There is one (1) middle school in the Glenbrook Community: **Glenbrook Middle**. Grade 9-12 students residing in the Glenbrook Community attend New Westminster Secondary.



### 7.4.1 Elementary School Space Utilization Considerations: Glenbrook Community

- There are currently three (3) elementary schools in the Glenbrook Community, including **Herbert Spencer, F.W. Howay, and Skwo:wech.**
- The Glenbrook Community includes the Sapperton Station and Braid Station Frequent Transit Development Areas and approximately 54% of active and recently approved residential development applications (6,933 units).
- The Sapperton Station and Braid Station Frequent Transit Development Areas are both located in the catchment of Skwo:wech Elementary.
- The former **Hume Park** Elementary site is currently home to the Home Learners Program. The site is below recommended site area standards for an elementary school and is located in the catchment of Skwo:wech Elementary, near to Sapperton Green – a 5,026 unit development currently under review.

There is a growing space shortfall in this group of elementary schools that would support a future K-5 school. A site expansion for Hume Park should be sized for a nominal capacity of 80K + 400 to accommodate long term elementary student growth beyond 2035. This growth will result from the proposed high density development of Sapperton Green Plan Area, currently under review by the City of New Westminster in the northeast corner of the District, within Skwo:wech Elementary catchment.

The following table summarizes the projected enrolment and capacity utilization of the Glenbrook Community of Elementary Schools, including Herbert Spencer Elementary, F.W. Howay Elementary, Skwo:wech Elementary.

Glenbrook Community of Schools - Elementary Schools Analysis																					
SCHOOLS	FCI	Nominal Capacity	2020 Operating Capacity	2022 Operating Capacity	September 2020 Actual	Enrolment Projections															
						2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	
Herbert Spencer Elementary	0.16	100K/350E	411	411	472	512	531	537	535	539	537	514	513	516	523	529	532	532	531	531	
% Utilization					115%	125%	129%	131%	130%	131%	131%	125%	125%	126%	127%	129%	129%	129%	129%	129%	
Current International Students (not included):					1																
F.W. Howay Elementary	0.22	40K/150E	173	173	120	113	121	137	136	138	133	132	135	133	133	132	133	133	133	133	
% Utilization					69%	65%	70%	79%	79%	80%	77%	76%	78%	77%	77%	76%	77%	77%	77%	77%	77%
Current International Students (not included):					1																
Skwo:wech Elementary	0.01	60K/375E	377	472	317	342	374	378	380	393	397	403	414	427	449	471	494	516	542	566	
% Utilization					84%	91%	79%	80%	81%	83%	84%	85%	88%	90%	95%	100%	105%	109%	115%	120%	
Current International Students (not included):					0																
Total Operating Capacity			961	1,056	961	961	1,056	1,056	1,056	1,056	1,056	1,056	1,056	1,056	1,056	1,056	1,056	1,056	1,056	1,056	
Projected Enrolment Total					909	967	1,026	1,052	1,051	1,070	1,067	1,049	1,062	1,076	1,105	1,132	1,159	1,181	1,206	1,230	
Projected Overall % Utilization					95%	101%	97%	100%	100%	101%	101%	99%	101%	102%	105%	107%	110%	112%	114%	116%	
Total Surplus \ (Total Shortfall)					52	(6)	30	4	5	(14)	(11)	7	(6)	(20)	(49)	(76)	(103)	(125)	(150)	(174)	
Total Current International Students (not included):					2																

\* Skwo:wech Elementary - approved expansion in 2022 to Nominal Capacity: 80K/425, Operating Capacity: 472



Site Plans of all three elementary schools, and the former Hume Park Elementary site are included below.

***Herbert Spencer Elementary (1.22 Ha/ 3.01 Acres)***



***F.W. Howay Elementary (1.69 Ha/ 4.18 Acres)***



***Skwo:wech Elementary (1.87 Ha/ 4.63 Acres)***



***Hume Park (0.28 Ha/0.70 Acres)***



**7.4.2 Middle School Space Utilization Considerations: Glenbrook Community**

There is one middle school in the Glenbrook Community: **Glenbrook Middle** currently operating as a Grade 6-8 middle school.

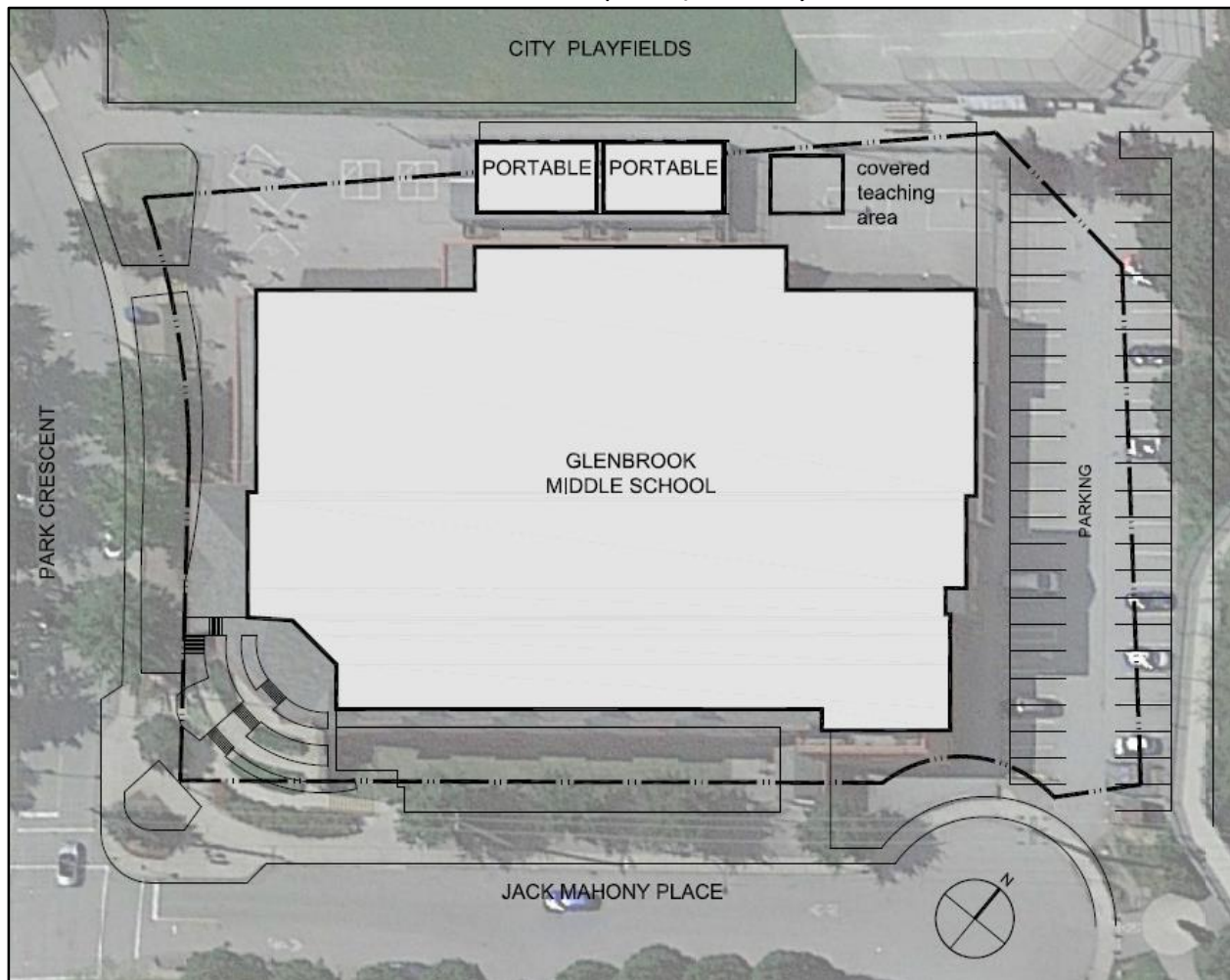
There is currently a 100 space shortfall at Glenbrook Middle, which is projected to grow to a shortfall of 300 seats by 2035.

The table below illustrates the total enrolment at Glenbrook Middle vs. the operating capacity of the school. The table shows a growing seat shortfall, indicating the need for a new middle school in the District.

Glenbrook Community of Schools - Middle Schools Analysis																				
SCHOOLS	FCI	Nominal Capacity	2020 Operating Capacity	September 2020 Actual	Enrolment Projections															
					2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	
Glenbrook Middle	0.26	575	575	685	683	692	677	710	739	770	802	802	815	807	828	834	854	866	883	
				% Utilization	119%	119%	120%	118%	123%	129%	134%	139%	139%	142%	140%	144%	145%	149%	151%	154%
				Projected Surplus \ (Shortfall)	(110)	(108)	(117)	(102)	(135)	(164)	(195)	(227)	(227)	(240)	(232)	(233)	(259)	(279)	(291)	(308)
				Current International Students (not included):	3															

- Glenbrook Middle Schools site is adjoining a park but is significantly below the site area standards for middle schools. There are currently two portable classrooms located beside the school, as illustrated in the image below, with the site property lines outlined in red.
- Glenbrook Middle is not suitable for on site facility expansion and does not have sufficient site area for locating additional portables to accommodate growth.

*Glenbrook Middle (0.58 Ha/ 1.42 Acres)*



### 7.4.3 Secondary Space Utilization Considerations: Glenbrook Community

- All secondary school students from the Glenbrook Community of Schools attend New Westminster Secondary in Grades 9 to 12.
- Enrolment at New Westminster Secondary is slightly below capacity and projected to steadily increase and exceed capacity by 2024 [See 7.3.3].

## 7.4.4 Space Utilization Strategy: Glenbrook Community

### 1. **Expansions**

A site expansion of the former Hume Park Elementary site to accommodate a future K-5 elementary school with a capacity of 80K + 400 is recommended to accommodate long term growth beyond 2035 from planned high residential density development of Sapperton Station and to relieve projected elementary space shortfall in existing elementary schools in Glenbrook Community.

Projected space shortfall at Glenbrook Middle should be relieved with enrolment moves to the proposed new middle school in the Fraser River Community when it is completed [See 7.3.4].

### 2. **Site Acquisitions**

In order to address long term enrolment growth from the Sapperton Station and Braid Station Frequent Transit Development Areas, the District should:

- a) pursue discussions with the City of New Westminister, the development community and the Province to determine the possibility, timing, and physical and financial viability to expand the Hume Park site to a size suitable for a K-5 elementary school with a nominal capacity of 80K + 400; and
- b) include a proposed site expansion at Hume Park as an Eligible School Site in the Eligible School Site Proposal (ESSP) for the District, to be considered as part of the District's expansion strategy and incorporated into the Five-Year Capital Plan.

### 3. **Catchment Boundaries, Program Location and Grade Configuration**

A comprehensive School Catchment, Program Location and Grade Configuration Review may be considered to align student accommodation with proposed expansions and new schools in the Glenbrook Community of Schools.

## 7.5 NEW WESTMINSTER SECONDARY – DISTRICT AS A COMMUNITY

### 7.5.1 Secondary School Space Utilization Considerations

- All secondary students from New Westminister School District attend New Westminister Secondary in Grades 9 to 12.
- Enrolment at New Westminister Secondary is slightly below capacity and projected to steadily increase, surpassing capacity by 2024.

***New Westminister Secondary (6.76 Ha/ 16.71 Acres)***



*Note: on September 28, 2021 a bylaw was passed to transfer the Massey Theatre, as seen in the above aerial map, to the City of New Westminster. The ownership of the Massey Theatre has changed.*

The following table illustrates the total enrolment at New Westminster Secondary vs. the operating capacity of the school.

Projected Secondary School Enrolment vs. Operating Capacity																			
SCHOOLS	FCI	Nominal Capacity	Operating Capacity	September 2020 Actual	Enrolment Projections														
					2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035
New Westminster Secondary	0.01	2025	2,025	1,762	1,814	1,888	1,975	2,027	2,060	2,073	2,089	2,138	2,172	2,297	2,328	2,393	2,465	2,480	2,542
% Utilization				87%	90%	93%	98%	100%	102%	102%	103%	106%	107%	113%	115%	118%	122%	122%	126%
Current International Students (not included):				83															



### **7.5.2 Secondary Grade and Program Configuration and Expansion Alternatives**

The following grade and program configuration and expansion alternatives should be considered for New Westminster Secondary to accommodate growing enrolment:

➤ **Alternative A – Status Quo**

Continue the Grade 9 to 12 configuration of New Westminster Secondary with the existing timetable and no future secondary school expansion.

➤ **Alternative B – Modified Status Quo with Timetable Changes**

Continue the Grade 9 to 12 configuration of New Westminster Secondary and amend the timetable to provide Extended Day programming to increase capacity, with no secondary school expansion.

➤ **Alternative C – New Westminster Secondary Expansion**

Continue the Grade 9 to 12 configuration of New Westminster Secondary with the current timetable, with a future capacity expansion to New Westminster Secondary.

➤ **Alternative D – Queensborough Middle Expansion with possible Grade Configuration Changes [7.2.4 Alternatives C or D]:**

Expand Queensborough Middle with a new wing with possible grade configuration changes to accommodate current and possibly secondary school-aged enrolment growth locally in the Queensborough community and reduce the need to transport students to New Westminster Secondary.

## **2. Preferred Secondary School Expansion Strategy**

This plan supports Alternative D to address the projected capacity shortfall at New Westminster Secondary consistent with the recommended alternatives for the Queensborough Community of Schools [See 7.2.4].

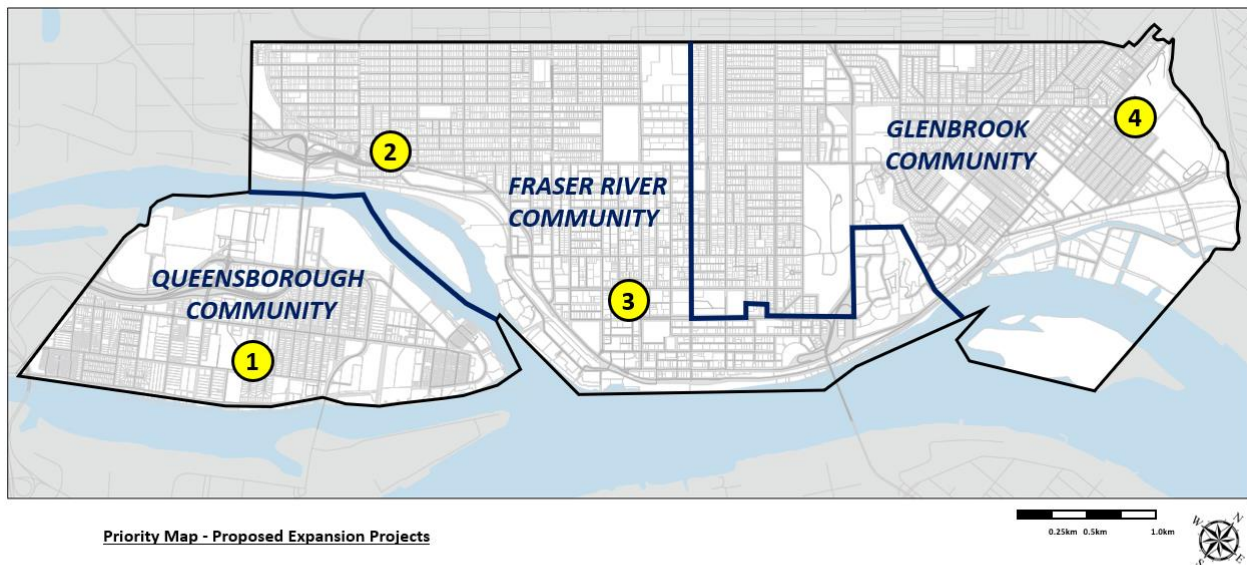
Alternative B is a potential strategy as it may provide a sustainable long-term solution to accommodate growing secondary enrolment without the need for expansions as proposed in Alternative C or D.

Alternative C (New Westminster Secondary Expansion) would have significant site constraints limiting the size of a future capacity expansion.

## CHAPTER 8 - SUMMARY OF RECOMMENDATIONS

### 8.1 SUMMARY OF EXPANSION AND SITE ACQUISITION RECOMMENDATIONS

The “priority map” below provides a visual representation of recommended school and site expansions for New Westminster Schools to accommodate projected enrolment growth.



1. New Secondary School - Site Expansion - Queensborough
2. New Middle School – New Site Acquisition – Grimston Park Area
3. New Elementary School – New Site Acquisition – Simcoe Park Area
4. New Elementary School - Site Expansion – Hume Park

\* The yellow circles represent future new school site acquisition proposals with numerical prioritization that may be subject to change based on annual review of actual enrolment growth and Five-Year Capital Plan prioritization by the Board of Education.

A comprehensive School Catchment, Program Location and Grade Configuration Review may be considered in the future, to align student accommodation with the proposed expansions and new schools in the Glenbrook, Fraser River, and Queensborough communities of schools and to balance enrolment with operational capacities for schools in the District.

New Westminster Schools should consider the following school and site expansions to accommodate projected growth and space shortfall at the elementary, middle, and secondary school levels:

#### 1. **Elementary School Recommendations:**

To address short-term and long-term enrolment pressures at the elementary school level, New Westminster Schools should:

- pursue a site acquisition in the Fraser River Zone for a new K-5 elementary school, with a nominal capacity of 80K + 400, to address long term growth in the Fraser River Community;

- pursue a site acquisition to expand the Hume Park site to a size suitable for a new K-5 elementary school with a nominal capacity of 80K + 400, to address long term growth in the Glenbrook Community beyond 2035.

**2. Middle School Recommendation:**

To address enrolment pressures at the middle school level, New Westminster Schools should:

- pursue a site acquisition in the Fraser River Zone for a new 500 capacity middle school in the Fraser River Community to relieve projected enrolment shortfall at both Fraser River Middle and Glenbrook Middle.

**3. Secondary School Recommendation:**

To address long-term enrolment pressures at the New Westminster Secondary and accommodate the rapidly growing secondary school-age population in Queensborough, New Westminster Schools should:

- pursue a site acquisition in the Queensborough Community for a possible future expansion of Queensborough Middle School.
- Consider alternatives for secondary school expansion to New Westminster Secondary.

**4. Alternate Program Recommendations:**

To address the long-term need for a suitable, financially viable and permanent accommodation of alternate programs, New Westminster Schools should consider:

- Pursuing a site acquisition to accommodate alternate programs including RCAP and POWER;
- or
- Creating long term accommodation for alternate programs on existing or expanded District owned assets.

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## 8.2 SUMMARY OF FACILITIES STRATEGIES AND ALTERNATIVES

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In addition to the recommended expansion strategy above, New Westminster Schools should consider the following additional strategies and alternatives highlighted throughout this plan:

1. A comprehensive School Catchment Program Location and Grade Configuration Review may be considered to align student accommodation with proposed expansions and new schools in the Glenbrook, Fraser River and Queensborough Community of Schools.
2. Where the District determines that there is a need for a comprehensive School Program Location and Grade Configuration Review, the District will undertake consultation and engagement with the public to provide feedback to the Board of Education before decisions are made.
3. Continue to manage available space based on existing practice to support child care programs and community uses in schools where practical, considering the following:
  - adding a Neighbourhood Learning Centre to new schools and for schools that require expansion or major upgrades.
  - including purpose-built child care facilities on school property, provided Provincial funding is available and site area is suitable.
  - co-locating options for childcare with New Westminster on adjoining City parks where appropriate.
  - Supporting community partners in providing equitable opportunities for engagement and enrichment, including the provision of daycare and before and after school programming across communities.
4. Explore options to replace leased spaces for program accommodation with more permanent, suitable and financially sustainable location solutions preferably on District-owned sites.
5. Strive to maintain all schools in Good/Fair condition with a target FCI of 0.3 or lower.
6. Advocate for additional government funding in the form of the Carbon Neutral Capital Program, with innovative projects to achieve carbon neutrality.
7. Strive to improve seismic risk at schools when completing school expansions, ongoing maintenance, and minor capital improvements.
8. Every effort should be made by New Westminster Schools to reduce the long term need for portables, by way of enrolment management, school expansions and alignment of enrolment with capacity.
9. Consider the possibility of extended day for middle and secondary schools as a temporary measure, where overcrowding emerges and portable location is not an option due to site limitations.
10. Advocate for additional government funding in the forms of the Annual Facilities Grant and School Enhancement Program to reduce any deferred maintenance and extend the useful life of schools.
11. Work closely with Coast Mountain Bus Company and Translink to coordinate transit bus routes and schedules for students attending New Westminster Secondary and continue to support organized ride share programs for New Westminster Secondary students residing in the Queensborough community.

# Superintendent Update

Karim Hachlaf  
October 26, 2021



New  
Westminster  
Schools





# Learning in Action





# The Vision

A Shift from.....

to

A Remedial Model  
(Deficit Model)  
*'Fixing'* the student

Outside the classroom/  
curriculum



An Inclusive Model  
(Strengths Based)  
*'Fixing'* the curriculum

Within the classroom/  
curriculum



# Principals' & Vice Principals: Leading for Equity



b c p  
v p a



CONNECTING LEADERS



# District Professional Development: November 12

“Education is central to our work. Where schools were once used as places of weapons against children, our schools can be places of healing.”

*Kevin Lamoureux*

Truth and  
Reconciliation  
Commission of Canada



# Seamless Day K Pilot





# D.E.A.R.





# NWSS Opening





A large blue puzzle piece is the central focus, featuring the word "Equity" in a bold, white, sans-serif font. The puzzle piece is surrounded by other puzzle pieces, some of which are outlined in black, set against a light gray background. The overall composition is centered and balanced.

# Equity



Supplement to: **REGULAR OPEN BOARD MEETING**

Date: October 26, 2021

Submitted by: Karim Hachlaf, Superintendent

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

Subject: Strategic Direction

**Background:**

Following the Board’s approved Strategic Plan (2019-2024), the Superintendent is charged with leading and implementing its strategic priorities:

- Transform the Student Experience*
- Build Meaningful Relationships*
- Ensure Full Participation of Learning*
- Lead Into our Future*

As part of the Board’s annual workplan, the Superintendent is also required to report annually on the results achieved. The high-level strategic priorities and related goals ([see full plan here](#)) become further developed by staff through our Objective and Key Result (OKR) process (Doerr, 2017). This is where all departments within New Westminster Schools articulate their annual targeted goals with measurable targets aligned to our strategic priorities. Our key commitments and results by department are posted publicly to highlight our collective work with full accountability. The OKR process is based on four principles:

- Focus – Commit to our strategic priorities*
- Alignment – Vertical & Horizontal*
- Tracking – Ongoing, measurable and visible*
- Stretching – Strive for the best – dare to fail*



Superintendent Hachlaf will be reviewing both the goals achieved from the 2020-21 school year and share our OKR's for the 2021-22 school year ahead. In addition to the attached presentation, you will find our [Framework for Enhanced Student Learning](#) which provides detailed information about who our students are, how they are doing, and how we use and interpret our student achievement data. Related, each of our schools utilizes a similar Objective and Key Result process customized for a school learning environment called a *School Learning Plan*. All school learning plans can be found on every school website or in one convenient location on our [district website](#).

Despite the pandemic, New Westminister Schools has achieved remarkable success due to the dedication and commitment by staff and our collective focus on student success. As we like to say, good things are happening.

# Our Learning Journey: Strategic Plan Review & Look Ahead

Karim Hachlaf



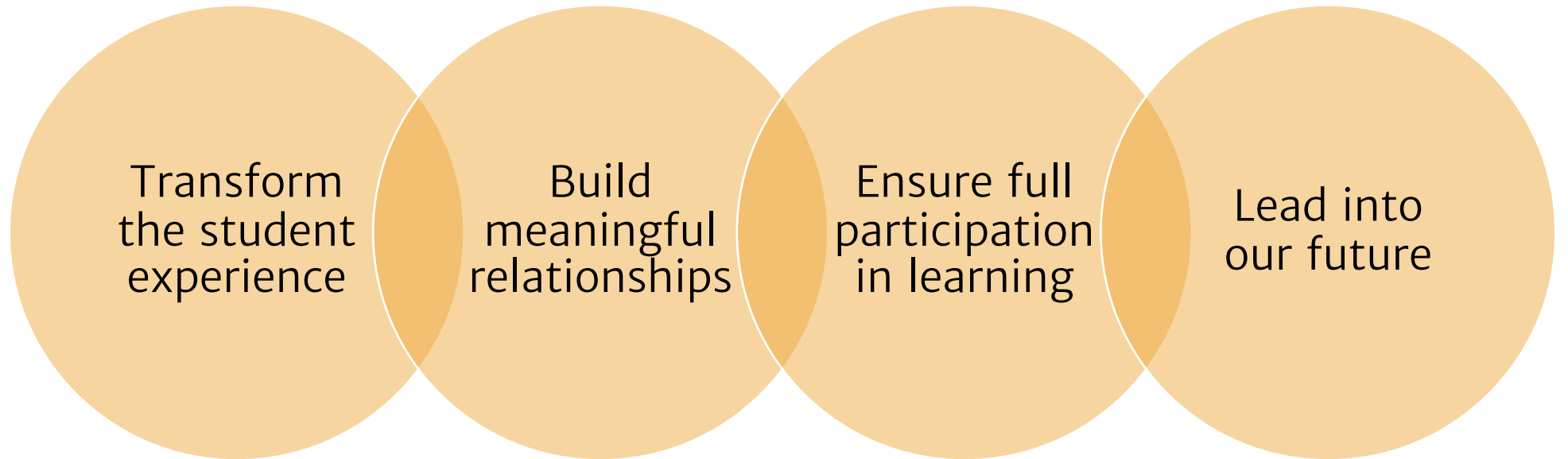
New  
Westminster  
Schools



# Good things are happening: 2020-21 in review

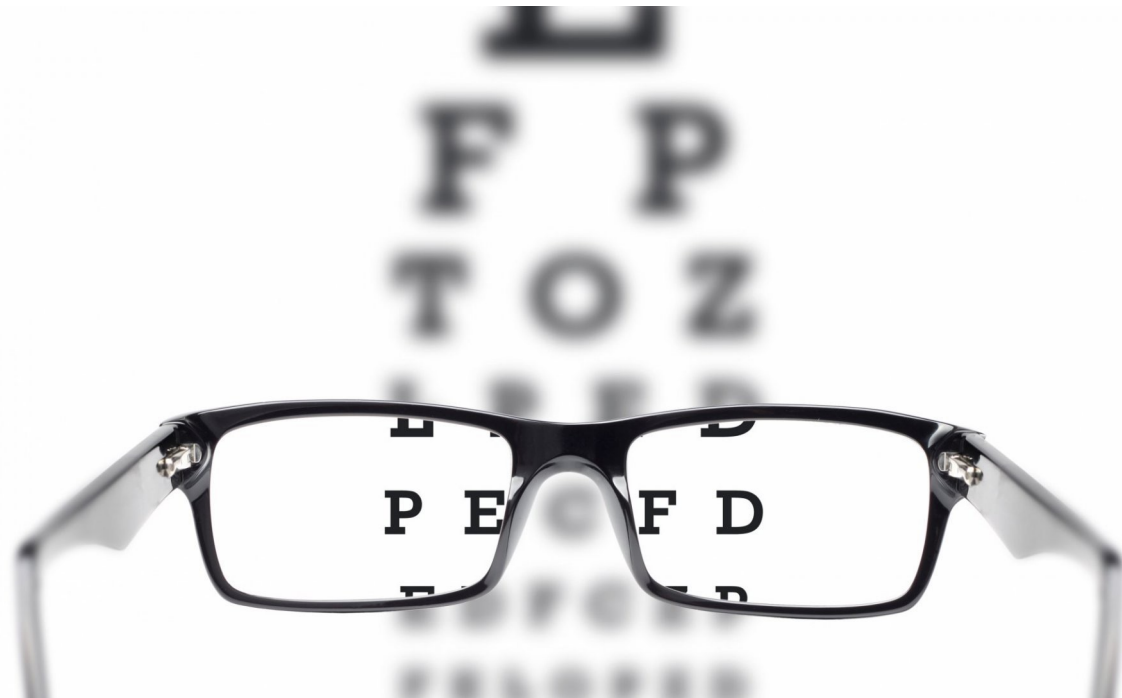


# Strategic Priorities





# Focus & Alignment



Strategic  
Priorities

Strategic Goals

Student Success

Framework for Enhanced Student Learning

Department OKR's & School Learning Plans

Students, staff and families are connected in a welcoming and inclusive learning community

Inclusive Education Review (Year 2)

Commitment to equity, diversity and anti-racism

Childcare

Focus on people

Recruitment & Retention & Mentorship

Commitment to truth and reconciliation

Aboriginal Education Enhancement Agreement

Adapt to the growing needs of our district

Long-Range Capital Planning

# Learning Team

Transform the Student Experience, Ensure Full Participation in Learning, Build Relationships:  
*Students with Thrive Emotionally, Socially and Academically*

Objectives	Key Results	Actions/Measures	Budget Implications
Wellness supports for students and staff will be improved	<ul style="list-style-type: none"> <li>Develop a “Mental Health in New West Schools Strategy”</li> <li>Develop a physical literacy strategy</li> <li>Increase number &amp; percentage of students who feel welcome, safe, and have a sense of belonging in school</li> <li>Increase number &amp; percentage of students who feel there are two or more adults at their school who care about them</li> </ul>	<ul style="list-style-type: none"> <li>Wellness Handbook/MHISS</li> <li>Mental Health Dinner Series</li> <li>Ongoing Pro-D: SEL, MHL, TIP</li> <li>Game Ready Fitness for at-risk students</li> <li>Wellness Centre: wraparound supports</li> <li>Implement SPAPL program with grades 1 &amp; 2 teachers</li> <li>Mentorship Program</li> </ul>	<ul style="list-style-type: none"> <li>Mental Health Grant: \$128,000 (Supplement Counselling FTE, Clinical Counsellor, District CYCW)</li> <li>Sport for Life Grant</li> <li>ERASE Grant</li> <li>Innovation Grants</li> <li>NWTU Mentorship Funds</li> </ul>

Objectives	Key Results	Actions/Measures	Budget Implications
Provide teachers with the necessary supports to effectively teach climate change	<ul style="list-style-type: none"> <li>Develop a Staff Portal “Climate Action” site of K-12 curriculum resources</li> <li>Provide ongoing professional development opportunities on climate change</li> <li>Administer and distribute Climate Action Grants</li> </ul>		<ul style="list-style-type: none"> <li>Climate Action Grants- \$10,000</li> </ul>





# Aboriginal Education

Enhancement Agreement 2018-2023

Aboriginal Enhancement Agreement

## Our learning journey

Strategic Plan  
2019-2024

Strategic Plan 2019-2024

## How Do We Measure Student Success?

A key part of student success is reviewing and analyzing student data as it relates to:

- **Intellectual Development**
- **Human & Social Development**
- **Career Development**

This data is collected for all the students in New Westminster Schools, including Indigenous students, Children in Care, and Students with Disabilities or Diverse Abilities.



# Financial Resources







**SUCCESS**

**HARD WORK  
PERSISTENCE  
DISCIPLINE  
SACRIFICE  
LATE NIGHTS  
REJECTION  
PASSION  
FAILURE  
DOUBT  
FEAR**



**SCHOOL DISTRICT NO. 40 (NEW WESTMINSTER)  
RECORD OF SEPTEMBER 28, 2021 IN-CAMERA MEETING**

**ADOPTION OF AGENDA** – 6:01 pm

**REPORTS FROM SENIOR MANAGEMENT** – Facilities, Finance

**ADJOURNMENT** – 6:29 pm