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

Tuesday, October 10, 2023
6:30 pm
School Board Office (In-person & Via Zoom)
811 Ontario Street, New Westminster

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

Pages

1. **Approval of Agenda** 6:30 PM

   Recommendation:
   THAT the agenda for the October 10, 2023 Operations Policy and Planning Committee meeting be adopted as distributed.

2. **Presentations**

3. **Correspondence**

4. **Comment & Question Period from Visitors** 6:30 PM

5. **Reports from Senior Management**

   a. Capital Projects Update (D. Crowe) 6:40 PM

      i. NWSS Decommissioning 3

   b. Operations Update 6:50 PM

      i. Facilities and Finance Report (M. Brito & A. Grey) 6

      ii. Technology Information Services Report (M. Naser) 7

   c. Enrolment and Staffing Update (M. Naser and R. Weston) 7:00 PM 8

d. Long Range Facilities Plan (B. Ketcham) 7:15 PM 11

Recommendation:
THAT the Operations Policy and Planning Committee meeting recommend to the Board of Education of School District No. 40 (New Westminster) approve of the 2023 Long Range Facilities Plan.

e. NWSS Capacity Creation Strategies (B. Ketcham) 7:25 PM 94

f. Administrative Procedures (B. Ketcham) 7:35 PM

AP 132B - Appendix B Snow Removal 97

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AP 565 - Crossing Guards 108

6. General Announcements 7:50 PM

7. New Business 7:55 PM

8. Old Business 8:00 PM

9. Question Period (15 Minutes) 8:05 PM

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

10. Adjournment 8:20 PM

PROJECT MANAGER REPORT – NWSS Hazardous Materials Abatement, Demolition and Restorative Works

To: **Chair and Members of the SD40 OPPC**

Date: October 2, 2023 **Period Ending**: September 30, 2023

PROJECT SCOPE: Hazardous materials abatement, demolition and restorative works to the old NWSS site.

CONTRACTOR: Division 2 Contracting Ltd.

TARGET PROJECT COMPLETION DATE: Fall 2023

CURRENT PROJECT STATUS:

- Demolition activity is nearly complete.
- Hazardous materials abatement is complete
- Import of backfill soils for Pearson wing has advanced, approximately 4,000 m3 currently on site.
- Hazmat abatement in the Massey wing is approximately 99% complete with estimated completion in first week of October 2023.

- Restorative works, including site clean-up estimated to be complete by late Fall 2023.

4-6 WEEK LOOK-AHEAD:

- Complete demolition of Pearson wing and hazmat abatement in north part of Massey wing.
- Continue with bringing in backfill material and commence backfill of crawl spaces.
- Finalize demolition and sorting of salvageable materials.
- With the demolition nearing completion we now have a better understanding of the condition of the site which has enabled us to continue our planning work for the proposed Memorial park.

COMMUNICATIONS:

SD40's Project Manager leads weekly stakeholder meetings with the City of New Westminster, Massey Theatre Society, Moody Park Arena and Demolition Contractor. No public concerns received to date. Current focus of the stakeholders is completion of Massey wing demolition, minimization of impacts to school and theatre operations, and temporary/long term site configuration post-demolition.

RECYCLING/RE-USE

The contractor continues to salvage timber from the Pearson and Massey wings as demolition progresses. The contractor also continues to sort remainder of demolition materials into wood waste (for recycling), metals waste (for recycling) and general waste (for disposal), resulting in diversion of the majority of demolition debris from the waste stream.

SAFETY

The Contractor has developed and implemented site safety plans in compliance with WorkSafe BC requirements and City of New Westminster traffic management requirements.

New Westminster Schools

Operations Update
October 10, 2023

Capital Projects, Operations and Planning

1. The daycare portables have been delivered and placed at Howay and Tweedsmuir. Currently working on connecting portables to water, sprinkler, electrical, and various other connections. On track for December/January completion of City occupancy, for Spring Break 2024 move in.

2. For short term capacity, we have applied for building permits to add another 2 portables and a washcar at Lord Tweedsmuir. November placement for portables and January placement of washcar portable.

3. All existing EV chargers switched to FLO chargeable, and we are now charging staff for electrical vehicle charging.

4. Final stages of commissioning and closing out nearing completion on 2023/2024 SEP and CNCP projects. Roofing complete at QMS (SEP), GMS mechanical reheats (SEP) and Spencer mechanical reheats (CNCP).

Finance

1. The team completed the fiscal year end audit with the financial statement being approved by the Board and required documents submitted to the Ministry.

2. Finance Roadshow visits were complete by the Secretary Treasurer and Assistant Secretary Treasurer at the end of August. Budgets for the 2023/24 school year were reviewed with school principals.

Ministry & Other Submissions: September 2023

Submitted to:	Description	Date
Ministry of Education and Child Care	Financial Statement and Financial Statement Discussion and Analysis for the year ended June 30, 2023	September 29, 2023
Ministry of Education and Child Care	Classroom Enhancement Fund (CEF) Year-End Reporting – 2022/23	September 29, 2023
Ministry of Education and Child Care	Indigenous Education – Year-End Financial Report – 2022/23	September 30, 2023
Ministry of Education and Child Care	2023 Portable and Modular Inventory Report	September 29, 2023
Ministry of Education and Child Care	Ventilation System Overview Reports	September 29, 2023
Ministry of Education and Child Care	Minor Capital Programs 5-Year Capital Plan Submission	September 30, 2023

Technology & Information Services (TIS)

The TIS team has been hard at work on several initiatives as described below.

Wi-Fi Network Consolidation

- Wi-Fi Networks have been reduced to simplify initial network connection configuration for staff and students. This will result in improved Wi-Fi performance.
- This feature was tested and rolled out over the course of summer. User adoption of this new configuration has been successful.

Certificate Based Wi-Fi Authentication

- Through centralized system configuration management TIS pushed out security certificates to user computer and mobile devices, these certificates will authenticate the user device in lieu of the traditional user ID's and passwords previously required to connect to Wi-Fi Networks.

Wi-Fi Network Auto Segmentation

- Certificate-based authentication and Wi-Fi Network Consolidation has facilitated easier, more secure access to district Wi-Fi. Staff and guest devices are now automatically sorted and directed to district network segments. This allows us to ensure that unmanaged and/or unsecured devices are kept out of the secured network.

Wi-Fi – Guest Access portal

- Over the course of summer, the TIS Team has completed work with a vendor's assistance to streamline the process for guest Wi-Fi log in.

Network Firewall Firmware upgrades

- Over the course of summer, the TIS team upgraded all of SD-40 Network firewalls to the most recent stable version of firmware (operating system). This was needed to ensure stable and secure operation of these devices.
- This was a service disruptive project that could only be completed while schools were not in session.

MIT/FRMS Data Center Hardware Upgrade

- New computer and data storage equipment for the two data centers has arrived. TIS is in process of testing and configuring this equipment to make it production ready.
- TIS anticipates migrating legacy server on to the new platforms within a 60-day window.

New Westminster Schools

School District No. 40 (New Westminster)

Supplement to: **REGULAR SCHOOL BOARD MEETING**

Date: October 3, 2023

Submitted by: Maryam Naser, Associate Superintendent and Robert Weston, Executive Director of Human Resources

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

Subject: Staffing and Enrollment Report as at October 3, 2023

Background:
The following tables provide the staffing and enrollment numbers for the current 2023/2024 school year. The enrollment numbers are taken from the September1701 data. As a comparison, the staffing and enrollment numbers from the 2021/2022 and 2022/2023 years are included.

Overall FTE District Enrollment (1701)	2021-22 (FTE)	2022-23 (FTE)	2023-24 (FTE)	Difference (FTE)
Lord Kelvin Elementary	521	580	631	51
Herbert Spencer Elementary	492	491	490	-1
Skwo:wech Elementary	410	422	451	29
Lord Tweedsmuir Elementary	358	393	425	32
FW Howay Elementary	112	112	136	24
Connaught Heights Elementary	145	147	162	15
Queen Elizabeth Elementary	443	485	501	16
Qayqayt Elementary	561	614	668	54
Glenbrook Middle School	677	656	617	-39
Fraser River Middle School	555	622	655	33
Queensborough Middle School	352	371	376	5
New Westminster Secondary	1840.2	1920.4375	2055.250	134.81
Total K-12 Regular 1701	**6466.2**	**6813.4375**	**7167.25**	**353.82**
Sigma	44.6	70	50	-20
Power	43.1	34	53	19
Royal City	12	16	21	5
Total Alternate	**99.7**	**120**	**124**	**4**
New Westminster On-Line	56.6	31.625	49.44	17.82
New Westminster Continuing Ed	16.2	22.25	29.38	7.13
Total Continuing Education, On-Line	**72.8**	**53.875**	**78.8125**	**24.95**
HLP (Hume Park)	121	116	101	-15
Total Home Learners	**121**	**116**	**101**	**-15**
Total	**6760.2**	**7103.3125**	**7471.5625**	**368.25**

Special Programs	2021-22	2022-23	2023-24	Difference
Indigenous Education	299	300	290	-10
Special Education	734	771	846	75
ELL	1282	1440	1659	219
International Students	147	205	179	-26
Summer Learning	43.8	243.2	573.25	330.05

Non-Enrolling Ratios

Non-Enrolling Staff (7095.6 enrollment)	Ratio	Staffing Requirement 2023/2024
Teacher-Librarian	1:702	10.6
Counsellors	1:535	14
Resource/Learning Support - Resource	1:342	21.8
Resource/Learning Support - LA	1:387	19.3
Resource/Learning Support – ELL*	1:61.4	27
Total Combined Resource/LA/ELL	-	68.1

*Calculated based on ELL student enrollment not overall student enrollment

Ratio Driven Non-Enrolling Staffing 2023/24

Non-Enrolling Staff	Staffing Required	Current Staffing	Pending Staffing
Teacher-Librarian	10.6	10.8	0
Resource/Learning Support (Res./LA/ELL) combined	68.1	65.8	2.3
Counsellors	14	17.9	.4

Total NWTU Staffing

Teacher Staffing Total FTE	2021-2022	2022-23	2023-24
Curriculum Facilitators	2.743	4.529	4.286
Mentorship & Instructional Leadership	2.6	1.2	1.2
Indigenous Education Coordinator	0.5	0.5	1.0
Non-ratio driven inclusive education staff	6	6.6	7.6
Total (NWTU)	432 (3 postings[4])	454 (4 postings[4])	471 (7 postings)

Total CUPE staffing

CUPE Staffing (positions count)	2021-2022	2022-23	2023-24
Education Assistants[1]	181	201	213
Custodial	34	28	28
Site Clerical[2]	33	34	33*
Other[3]	111	109	130

[1] Includes: Temp new funding postings Sept 2023 to June 30, 2024 and five x 4 hour EA positions

[2] Includes: SBO reception, Library Tech, International Education, 2 Central Registration (Sec III), Maintenance Secretary, Community Navigator, Sec2 Learning Services, * Reduction of 1 x 10hr Sec 2 position at NWSS, hours redistributed to 2 35/hour Sec 2 = same total hours

[3] Includes all other support staff: Strongstart, Noon hour Supervisors, ECE, Crossing Guards, Bus Attendant, Accounting & Payroll, HR Assistants, Buyers, Community Navigator, IT, Maintenance Trades, Utility, Chef Assistants, Student Learning Services Assistant, Child Care Workers, Indigenous Support Workers and Posted vacancies = 15, ISWx1, CCYWx2, NHSx11, 4 hr EA x1

[4] Includes: 2.0 elementary, .857 marketing, .3 LST ELL, 2.0 LST Resource

New Westminster Schools

Long Range Facilities Plan

DRAFT

New Westminster School District (SD40)

New Westminster Schools 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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Appendix B – Aerial Photos of SD40 Owned Properties
Appendix C – Active & Recently Approved Residential Development Applications

CHAPTER 1 - BACKGROUND AND PURPOSE

1.1 BACKGROUND

1.1.1 Overview of School District

New Westminster Schools (SD40) is located in the City of New Westminster, centrally situated in the Metro Vancouver Regional District of British Columbia. The Census of Population for City of New Westminster on July 1, 2022, was 85,708. The total population growth for the District between 2016 Census and 2022 Census was 14,712 persons, or 20.7%.

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 Westminster Schools provides Kindergarten to Grade 12 education with approximately 7,258 school age domestic students in September 2022.[1] The student population in New Westminster 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:

- 310 students with Aboriginal ancestry with 300 students attending New Westminster Schools Indigenous Education Program;
- 1,437 English Language Learner (ELL) students;
- 991 French Immersion students; and
- 771 students with identified Special Needs.

New Westminster School District owns 15 facilities and properties[2] including:

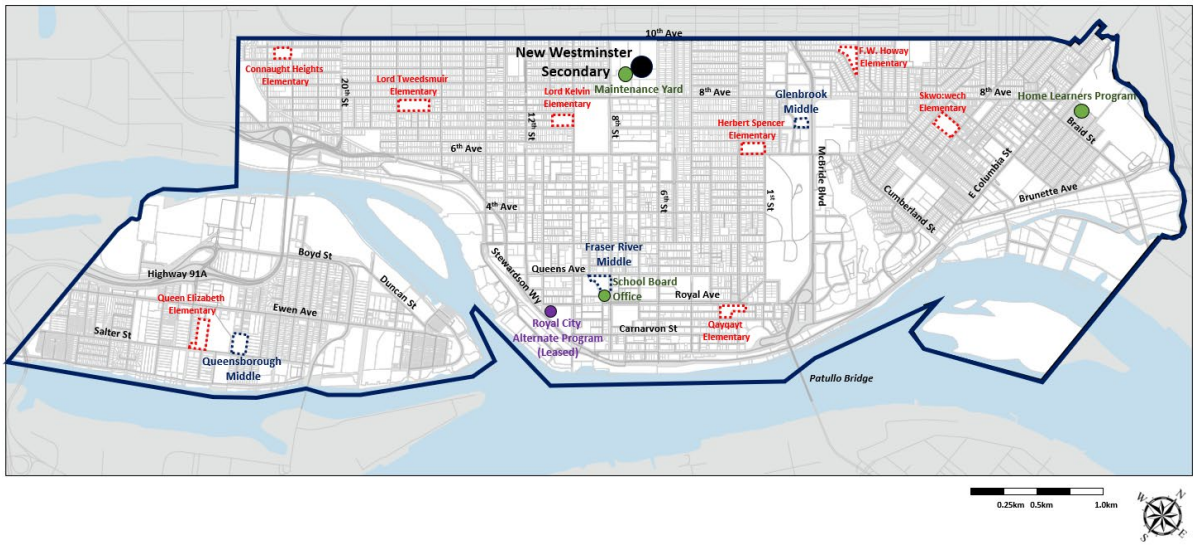
- twelve (12) K-12 schools, including 8 elementary schools, 3 middle schools and one secondary school;
- the District Administration Building;
  former school (Hume Park) repurposed for distributed learning program; and
- Maintenance Facility

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

- Royal City Alternate Program (RCAP) and POWER Alternate Secondary Program occupy leased space within Columbia Square at 1065 Columbia Street[3].

[1] School Age domestic student headcount excludes 205 international fee-paying students and does not include 187 adult learners pursuing high school completion or other courses at Pearson Adult Learning Centre and on line.
[2] New Westminster School District properties include a recent partial acquisition of site area for Queensborough Middle expansion and partial site expansion of Hume Park site for a future elementary school.
[3] Columbia Square has recently been acquired by a developer and future development could trigger relocation of RCAP/POWER alternate programs.

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 and Child Care.

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 high enrolment, and maintenance priorities. The LRFP outlines concrete plans for a ten-year planning horizon with more general considerations for the longer term.

New Westminster Schools LRFP was first adopted in 2019 and a refresh was completed by our consulting team in 2021. The 2021 update involved 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.

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 2023 Review of Long Range Facilities Plan

Upon adoption of the Long Range Facilities Plan in 2021, the Board of Education noted the importance of maintaining and updating the plan on an ongoing basis. In Fall 2022, District staff approached our consulting team to undertake a review and refresh to the LRFP and develop a revised facilities expansion strategy in response to high enrolment growth and a growing space shortfall across the District.

1.2.3 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 and Child Care 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 and Child Care (MECC), 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.

1.2.4 Progress on Capital Projects

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 Westminster Secondary Seismic Replacement (completed 2021 – 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 – completed 2022)
- Queen Elizabeth Elementary Expansion (303 seat expansion under construction – projected to be completed in 2025)

As of June 2023, the following major projects are currently in business case development:

- Qayqayt Elementary interior alteration (93 additional seats – projected to be completed in 2024)
- Fraser River Middle interior alteration (100 additional seats – projected to be completed in 2024)
- New Fraser River Elementary (565 seat capacity school – projected to be completed in 2027)
- Site acquisition for new Fraser River Community Middle School (projected to be acquired in 2024)

CHAPTER 2 - VISION AND GUIDING PRINCIPLES

2.1 STRATEGIC PLAN

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

VISION

A place where students love to learn.

MISSION

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

VALUES

Collaboration	***Engagement***	***Equity***
Purposeful, cooperative relationships to achieve shared goals and consider each other in our decisions and actions	*Meaningful, purposeful, and relevant learning*	*Fair treatment and the removal of barriers to learning, achievement, and the pursuit of excellence for all*
Inclusion	***Innovation***	***Integrity***
Learning where all people are welcomed, respected, and supported	*Curiosity, inquiry, and creativity*	*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.

Strategic Recommendations 3.1 – Grade Configuration

- ***Allow flexibility to provide grade configuration options for unique circumstances or to locate programs to support specific student needs.***

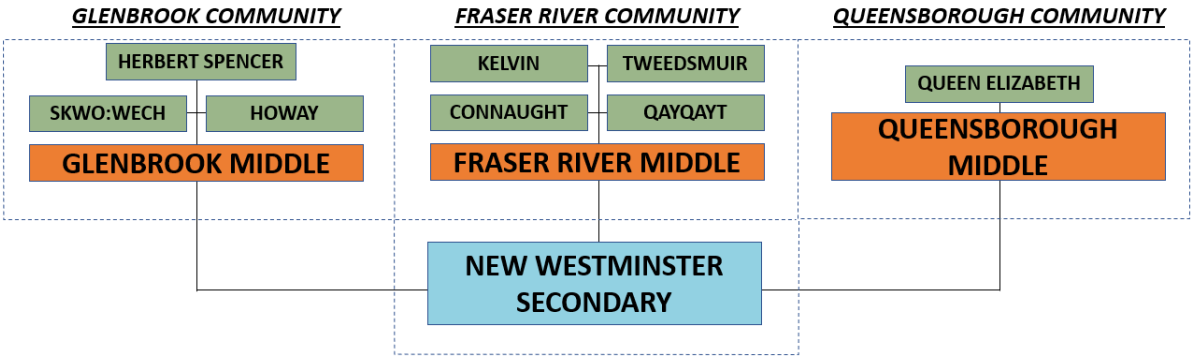
3.2 CURRENT FAMILIES OF SCHOOLS

3.2.1 Families of Schools

New Westminster Schools is organized with families of elementary schools within three middle school "communities of schools". Regular enrolment is predominantly neighbourhood catchment based. Regular 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.

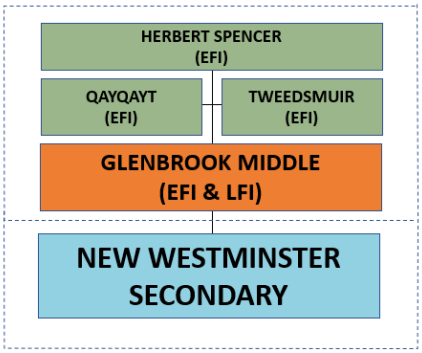
NEW WESTMINSTER SCHOOL DISTRICT
CURRENT FAMILIES OF SCHOOLS



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 Westminster 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 Westminster Schools offers a variety of K-12 District Programs in its District facilities. These programs include: Early and Late French Immersion, Montessori, Indigenous Education, International Baccalaureate, Home Learners, New Westminster Online Learning, Apprenticeship Programs, and Alternate 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.

For students to receive the Dogwood Diploma upon completion of Grade 12, they must meet the requirements stated in the Ministry of Education and Child Care'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 2022-2023, approximately 14.2% of the total District enrolment (991 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 2022-2023, the Early French Immersion program currently accommodated 357 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 2022-2023, École Glenbrook Middle School accommodated 221 Early French Immersion students.

2. Late French Immersion

   Late French Immersion (LFI) is a choice program offered to District students in Grades 6 to 7. Located at École Glenbrook Middle, the LFI program accommodates 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 2022-2023, École Glenbrook Middle accommodated 94 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 and Child Care's Graduation Program Guidelines and French Program Guidelines.
   This program is currently offered at New Westminster Secondary. In September 2022, the District had 319 Grade 9 to 12 French Immersion students.

The Late French Immersion program and, in some cases, Early French Immersion programs are in schools with in-catchment enrolment pressures. In order to address growth pressure, the District may consider a comprehensive boundary and program reviews 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 to exceed capacity by 2023 and continue to grow to 2037.

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)[4]. Montessori students that graduate to middle school attend the regular program at their community middle school.

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

[4] In 2022-2023, approximately 6.4% of the total District elementary school population (209 Montessori students) attended the Montessori program.

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 Indigenous Education Program

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

In September 2022, the District had 310 school age students identified to have Indigenous ancestry. The total number of Indigenous students is equivalent to approximately 4.45% of the total enrolment in New Westminster Schools. It is also noted that 300 students with Indigenous ancestry in the District (96.77%) participated in the Indigenous 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. In the 2022-23 school year, there were 111 students attending the IB Diploma 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 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. Enrolment for HLP was 116 students in September 2022.

3.3.7 New Westminster Online Learning

New Westminster Online (NWO) Learning has been recognized by the Ministry as a Provincial Online School (POL) and 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 and in-person. In September 2022 New Westminster Online had 218 Grades 9 to 12 students registered in virtual programs, plus 104 graduated adults completing online courses.

New Westminster Online has fully been located in New Westminster Secondary School after the replacement building opened in 2021, eliminating the need for leased commercial space for this purpose.

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.

3.3.9 Alternate Programs

1. SIGMA Program – located at New Westminster Secondary, the SIGMA program provides flexible programming and smaller class sizes and is available to students ages 16 to 18. The SIGMA program had 70 students registered in September 2022 in grades 9 to 12. This LRFP includes SIGMA program's headcount in New Westminster 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 Westminster, 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 2022 there was 39 students enrolled in the POWER Program.
3. Royal City Alternate Program (RCAP) – located in a leased commercial space in downtown New Westminster shared with the POWER program, 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 2022 there was 16 students enrolled in RCAP.

The POWER Alternate Secondary School and Royal City Alternate Program (RCAP) are located in leased property at Columbia Square that has recently been acquired by a developer. This may trigger future relocation of these programs.

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.

Strategic Recommendations 3.3 – K-12 Educational Programs

- ***Review locations and long-term accommodation requirements of District Choice Programs and Alternate Programs.***

3.4 PEARSON ADULT LEARNING CENTRE

Located within New Westminster 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 2022, 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.

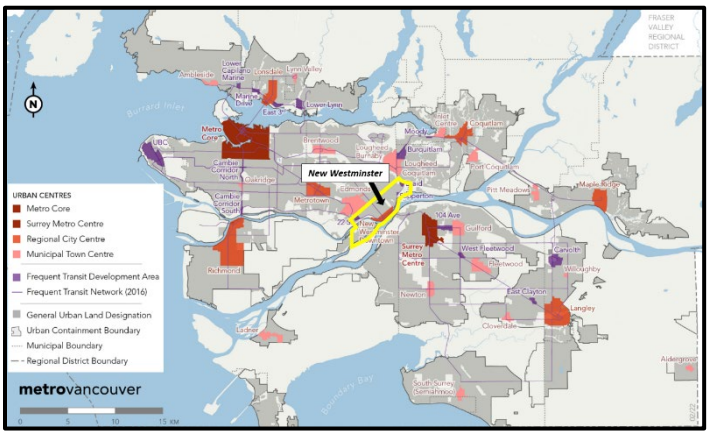
4.1 LAND USE DEVELOPMENT PLANS AND ACTIVITY

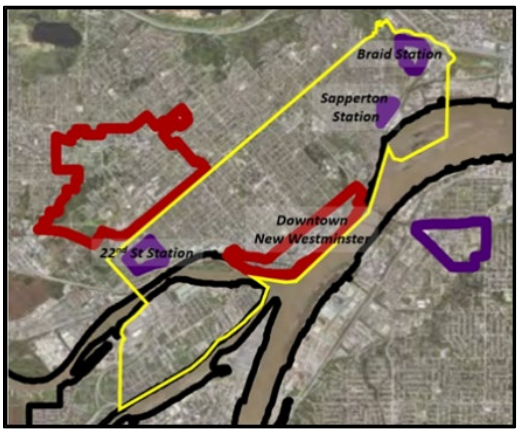
4.1.1 Metro Vancouver Regional Growth Strategy (Metro 2050)

The Metro Vancouver Board adopted an update to their Regional Growth Strategy on February 25, 2023, following formal acceptance from 21 municipalities, TransLink and adjacent regional districts. Metro 2050 provides direction for how the region will accommodate the estimated one million people over the next 30 years, requiring approximately 500,000 additional housing units and close to 500,000 additional jobs.

Metro 2050 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. 40% of new dwelling units are intended to be in Urban Centres, and 28% of new dwelling units will be in FTDAS. The updated Regional Growth Strategy does not include any boundary changes to the regions Urban Centre or FTDAs.

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





Metro Vancouver's Regional Growth Strategy estimates that the population of New Westminster will reach 110,320 by 2050[5].

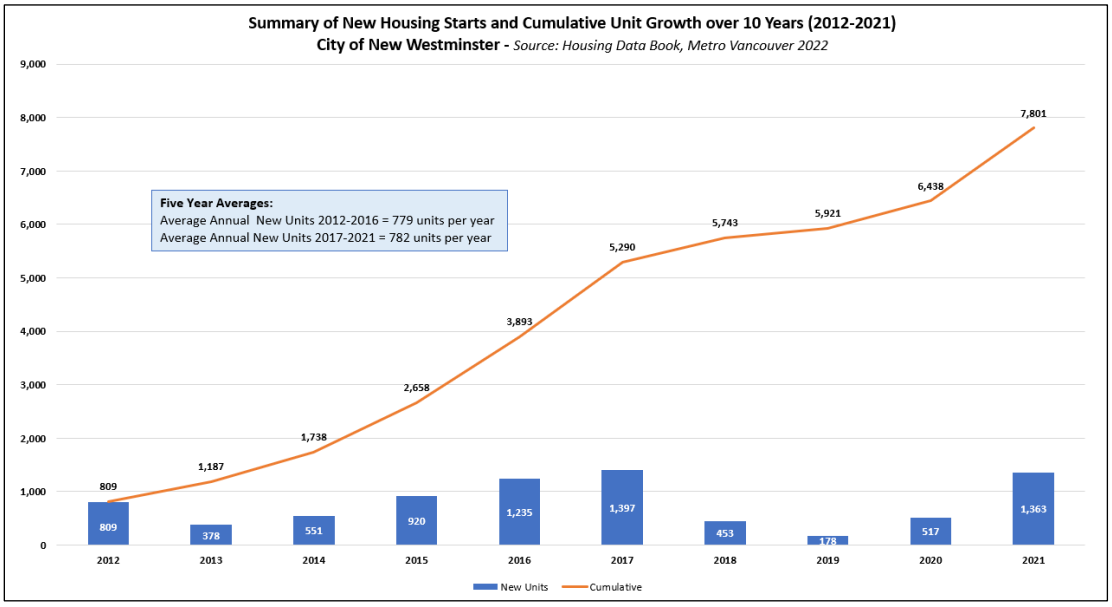
4.1.2 City of New Westminster Official Community Plan

The City of New Westminster 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 Westminster OCP).

The City of New Westminster estimates that 19% of new housing units will be absorbed in Queensborough, and an additional 43% will be built in Downtown New Westminster. Both Queensborough and Downtown New Westminster 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: 22nd 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

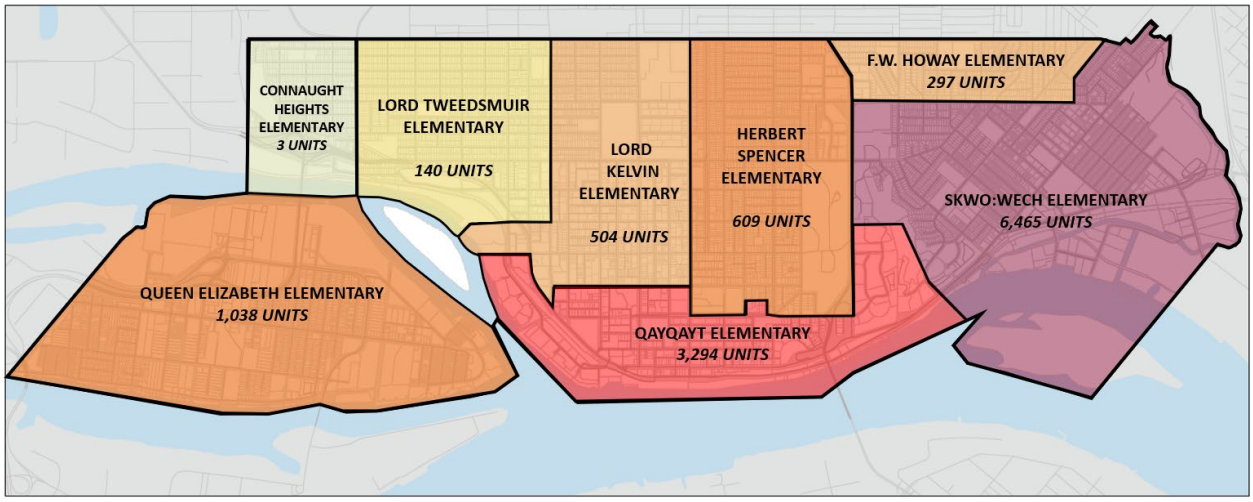
Between 2012-2016 an average of 779 new housing units were added to the City each year. The five-year average remained relatively level, increasing slightly to 782 new housing units per year between 2017-2021. Over the past 10 years, a total of 7,801 housing units were added to the City of New Westminster. The following table includes the annual and cumulative number of housing starts in the City of New Westminster over the past 10 years.



[5] New Westminster's population is projected to increase by 28,170 between 2020 and 2050. Dwelling units are estimated to increase from 37,630 in 2020 to 52,070 by 2050 and the number of jobs is projected to increase from 36,660 in 2020 to 49,210 by 2050. Metro Vancouver monitors residential unit growth, job growth and population in all 21 of the region's municipalities.

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 November 2022, 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 November 2022', City of New Westminster*
Total residential units in 'Projects on the Go' in City of New Westminster = 12,350
Includes projects that are currently under review, and projects that have been approved or had final inspection within the last year

The actual timing of occupancy of residential units may depend upon market conditions and approval of applications by the City of New Westminster[6].

New local government policy 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*[7], and the City's *Family-Friendly Housing Policy*[8] are expected to encourage migration of younger families to the City, resulting in an increased student yield from new residential units.

Strategic Recommendations 4.1 – Land Use Development Plans and Activity

- ***Continue to closely monitor recently approved, ongoing, and future residential development applications in the City of New Westminster.***

[6] Most of the active and recently approved residential units are in Qayqayt Elementary catchment (27%), which includes most of Downtown New Westminster and Skwo:wech Elementary catchment (52%), which includes the Sapperton Station and Braid Station FTDAs. 78% of new residential units in the Skwo:wech Elementary catchment are anticipated as part of the Sapperton Green Transit-Oriented Mixed-Use Community, which may have a longer time frame for completion.

[7] 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)

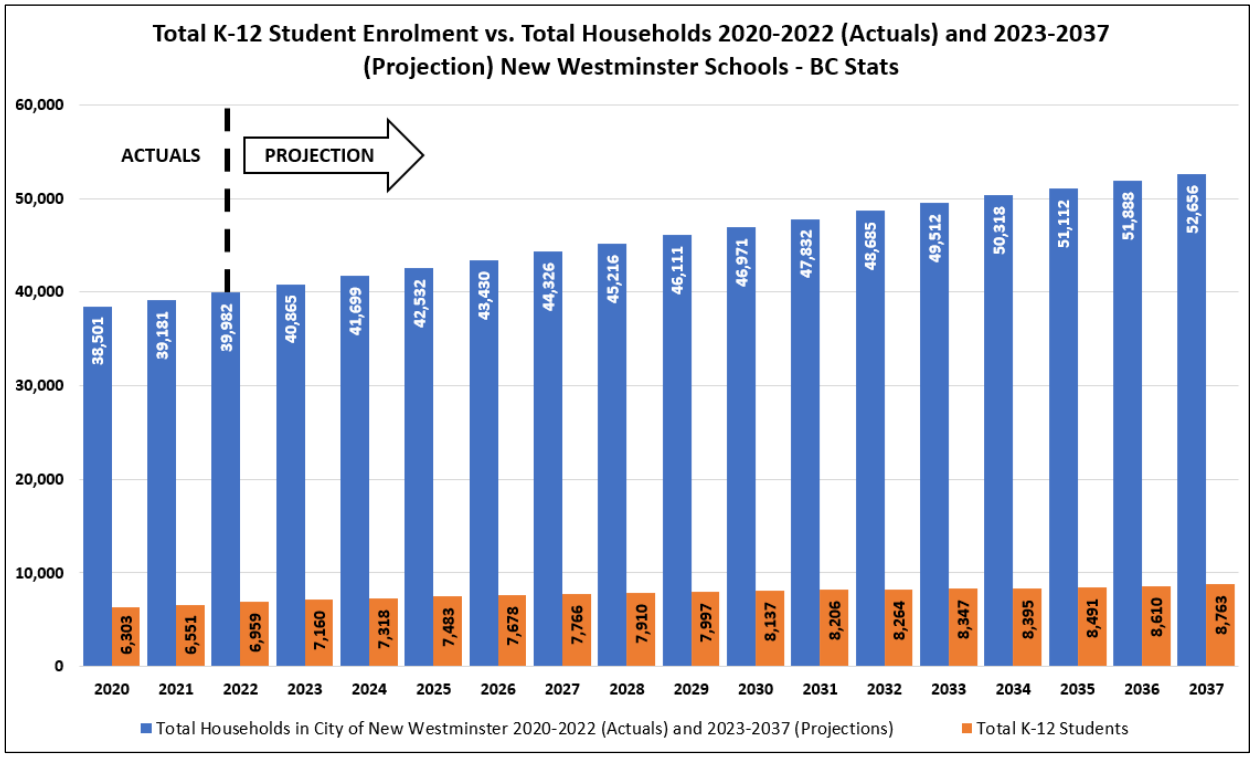
[8] Applies to all development applications with 10 or more proposed residential units (City of New Westminster, 2016: https://www.newwestcity.ca/database/files/library/Family_Friendly_Housing_Policy_(July_2016).pdf)

- ***Collaborate with Metro Vancouver and City of New Westminster on determining the timing and impact of land use development plans and policy initiatives on school-age population growth in the District.***

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 2023 and 2037. An average of 844 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

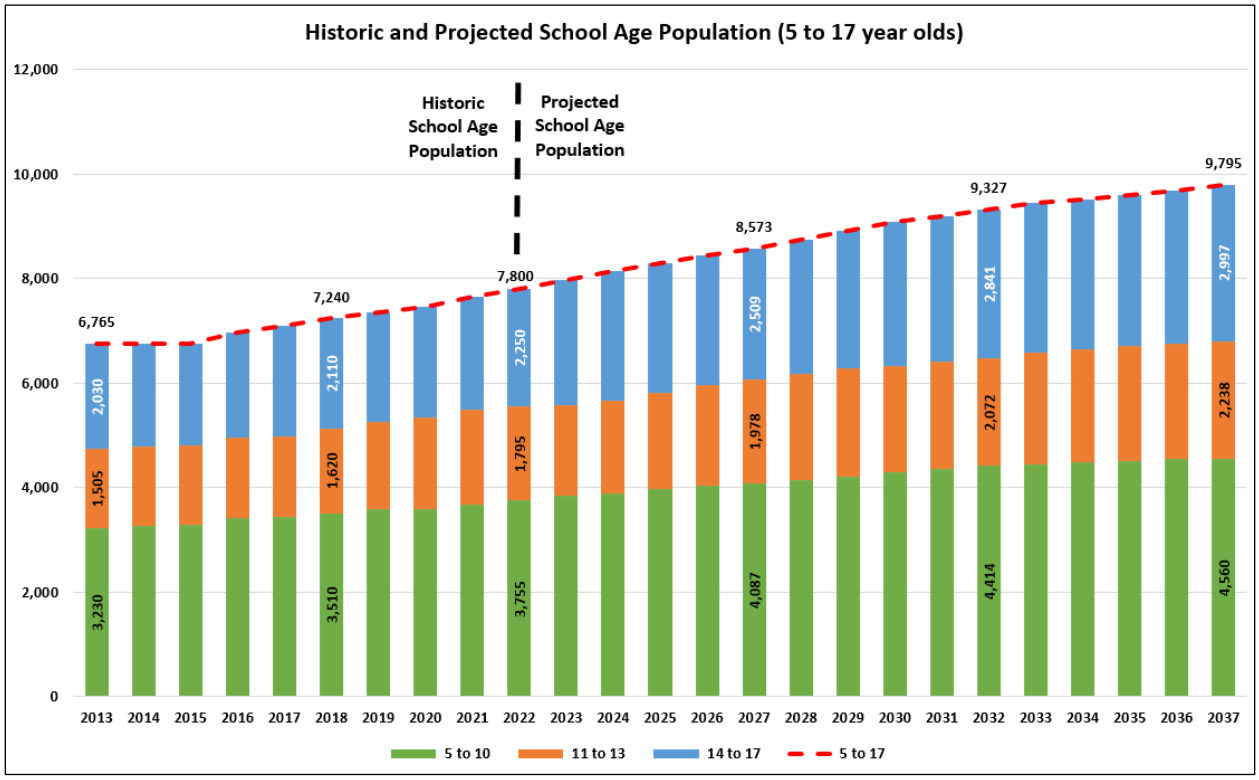
A total of 7,800 school-age children resided in New Westminster in 2022. Of these, 3,575 were 5-10 years old, 1,795 were 11 to 13 years old and 2,250 were 14 to 17 years old. *(Source: Historic Youth Population Data for New Westminster School District - Baragar Systems Demographics Dynamics 2022)*.

Between 2013 and 2022, the school age population of New Westminster grew by 1,035 or 15.3%. The five-year average school age population growth increased from 66 children per year between 2013 and 2017 to 112 children per year between 2018 and 2022.

School age population growth rate is projected to accelerate, reaching a five-year average increase of 121 students per year from 2023 to 2027. Beyond 2027, the five-year average is projected to decline slightly to an average annual increase of 116 children per year from 2028 to 2032 and to an average annual increase of 83 children from 2033 to 2037.

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 1,995 persons between 2022 and 2037. 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.

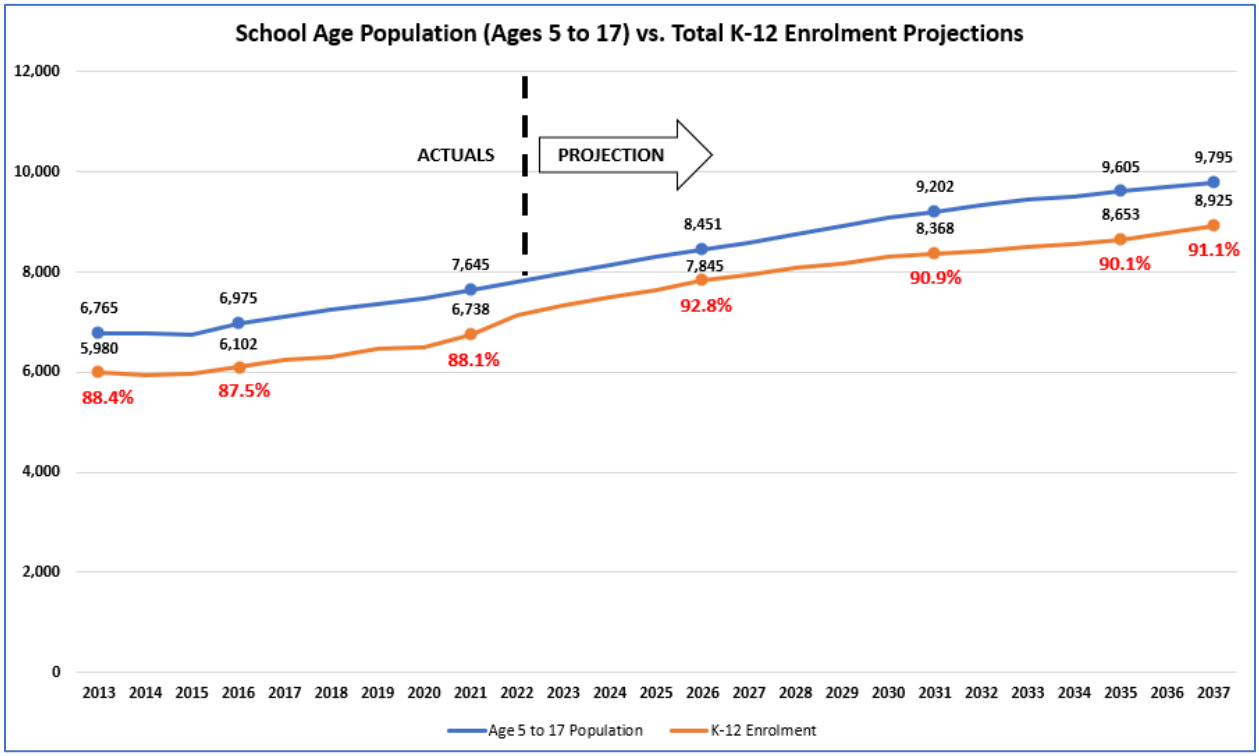


4.2.3 Participation of School Age

Overall, 7,130 K-12 students attended SD40 schools in September 2022. This was equivalent to 91.4% of the resident school-age children residing in the District[9]. This meant approximately 670 resident school-age children or 8.6 percent of the resident school-age population did not attend SD40 schools and may have attended elsewhere, such as home school, independent schools, or other school districts.

The percentage of resident school-age children attending SD40 schools has been a fairly stable average of approximately 88% over the past 10 years and the participation rate is projected to remain relatively level into the future. Between 90% and 93% of school-age population is projected to attend SD40 schools between 2023 and 2037.

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.

The K-12 enrolment projections were created using Baragar Systems Demographics Dynamics 2022 software including local knowledge on residential growth while the age 5 -17 projection is based on estimates by BC Stats.

[9] 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 ratio between the two projections is not a constant as it is based on two different sources.

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 and Child Care (MECC).

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[10].

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 MECC Area Standards last updated in 2012 using the following formula used for the design estimate of operating capacity of each elementary school:

Operating Capacity = *(19 x number of Kindergarten classrooms) + (21 x number of Grade 1-3 classrooms) + (25 x number of Grade 4-5 classrooms)*

The total operating capacity for all New Westminster Schools is currently 6,263 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.

[10] 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.

5.1.2 Provincial School Site Area Standards

The MECC Area Standards, last updated in 2012 prescribes school site area standards for elementary, middle, and secondary schools based on the maximum nominal capacity of the school.

The table below illustrates a site area shortfall at 11 of 12 school sites in New Westminster. The severe overall site area shortfall[11] for all New Westminster Schools support new school site acquisitions or site expansions to accommodate projected growth.

Site Size & Area Standards Analysis (Including approved project capacities highlighted in green)

SCHOOL SITE	Site Area		Approved Nominal Capacity	Area Standards		Current Site Area Surplus/ (Shortfall)	
	Ha	Ac		Ha	Ac	Ha	Ac
Queensborough Middle	1.59	3.94	375	2.25	5.56	(0.66)	(1.62)
Queen Elizabeth Elementary	1.75	4.323	655	3.10	7.70	(1.35)	(3.38)
New Westminster Secondary	6.76	16.71	2,025	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					
TOTAL	**22.58**	**55.813**	**6,915**	**35.00**	**86.48**	**(12.70)**	**(31.37)**

Existing school sites in New Westminster are significantly below the Provincial School Site Area Standards and most are not suitable for major additions or placement of additional portables, illustrating New Westminster Schools urgent need for a combination of site expansions and new site acquisitions to accommodate projected enrolment growth [See Chapter 7 – Capital Expansion Strategy].

[11] The "Approved Nominal Capacity" shown in this table includes approved capital project expansions. The original site area for New Westminster Secondary has been deducted 4.5 acres for the area occupied by Massey Theatre, that has been transferred to the City of New Westminster in 2022. Fraser River Middle site includes Fraser River Middle School, the Board Office, and a daycare portable. A future Fraser River Elementary has been proposed within the Fraser River Middle site, which would result in further intensification of the undersized middle school site.

5.1.3 Childcare Provisions

On February 8, 2022, the Provincial Government announced the transition of accountability for child care from the Ministry of Children and Family Development to the Ministry of Education and Child Care (MECC). The transition came into effect in April 2022 with the intent of improving the Provincial Government's understanding of regional child care needs, and leading to an increased provision of child care on school grounds.

The School District will consider new opportunities to partner with child care and early learning providers and public sector agencies. The District will also identify opportunities to receive funding to create new permanent child care space when completing major capital projects. Dedicated-use childcare programs currently located on board-owned property conflicts with the District's ability to prioritize the utilization of space to support K-12 in-catchment regular program enrolment. Where required, the School District may consider opportunities to relocate a childcare program to other Board-owned property in order to accommodate enrolment growth at a school.

Any proposed new childcare spaces or changes to existing childcare spaces on Board property would have to adhere to District Policy 24 – Child Care, and Ministerial Orders pursuant to the School Act.

Strategic Recommendations – 5.1.3 – Child Care

- ***Continue to manage available space based on existing practice, to support before and after school child care and community uses in schools where practical; and***
- ***Where space is not available within schools for child care facilities, the District should support initiatives by community partners in the provision of childcare, early learning and before and after school programming across communities.***

New Westminster Schools received New Spaces Funding in 2022 for the relocation of two child care facilities from classrooms at Fraser River Middle and Qayqayt Elementary to new childcare spaces to be located at Howay Elementary and Lord Tweedsmuir Elementary, ahead of the 2024 school year.

The Ministry of Education and Child Care announced their support for New Westminster Schools to proceed to planning (business case) stage for funding of interior renovations to convert the childcare spaces at both Fraser River Middle and Qayqayt Elementary into classrooms.

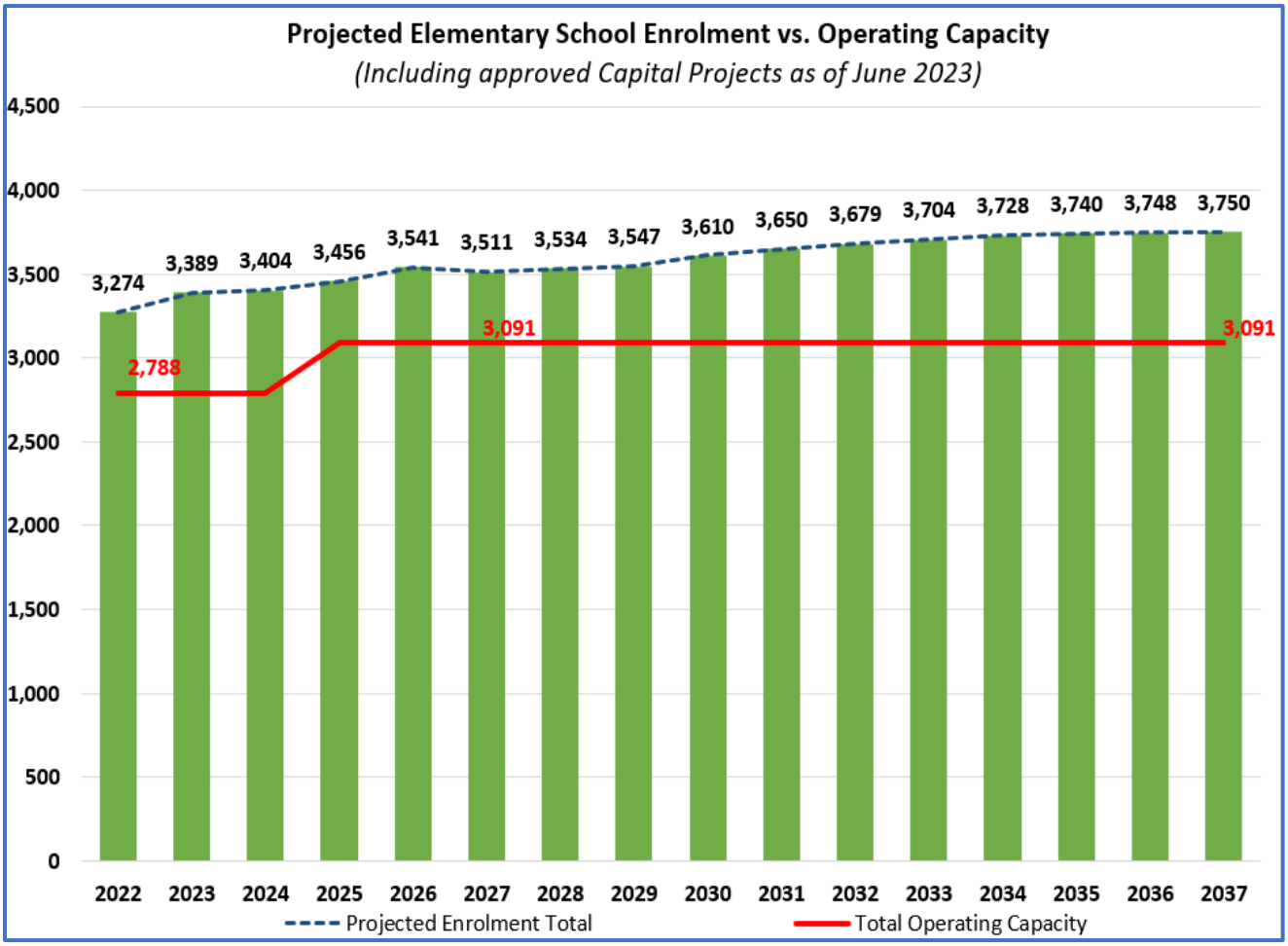
These child care moves and interior renovations will create a total of 8 classrooms for instructional use, resulting in 4 additional classrooms at both Fraser River Middle and Qayqayt Elementary, equivalent to a nominal capacity increase of 100 spaces at each site, while providing a long term commitment to child care spaces at Howay Elementary and Lord Tweedsmuir Elementary.

5.2 PROJECTED DISTRICT ENROLMENT AND UTILIZATION

5.2.1 Projected Elementary School Enrolment and Capacity Utilization

By 2037, 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 June 2023, the District's total elementary space shortfall will increase to 659.

The elementary-level enrolment and capacity utilization projections take into account approved capital projects that yield a change in operating capacity, including a 95 seat addition/seismic replacement to Skwo:wech Elementary (completed in 2022), and a 303 seat addition to Queen Elizabeth Elementary (scheduled for completion in 2025), and does not include capital projects currently in business case development [refer to Subsection 1.2.4 for list of projects currently in business case development].



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 June 2023[12] only. 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	Operating Capacity	September 2022 Actual	Enrolment Projections														
					2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037
Herbert Spencer Elementary	0.16	100K/400E	457	503	491	492	484	483	460	462	463	456	456	450	446	444	443	443	443
% Utilization				110%	107%	108%	106%	106%	101%	101%	101%	100%	100%	98%	98%	97%	97%	97%	97%
Current International Students (not included):				2															
F.W. Howay Elementary	0.22	40K/150E	174	113	128	125	128	130	125	122	118	120	122	128	130	136	137	140	143
% Utilization				65%	74%	72%	74%	75%	72%	70%	68%	69%	70%	74%	75%	78%	79%	80%	82%
Current International Students (not included):				0															
Skwo:wech Elementary	0.01	80K/425E	460	427	435	423	443	447	456	470	477	499	515	531	543	554	561	569	577
% Utilization				93%	95%	92%	96%	97%	99%	102%	104%	108%	112%	115%	118%	120%	122%	124%	125%
Current International Students (not included):				0															
Connaught Heights Elementary	0.20	20K/125E	132	152	160	151	151	148	145	139	140	143	146	147	148	148	148	148	148
% Utilization				115%	121%	114%	114%	112%	110%	105%	106%	108%	111%	111%	112%	112%	112%	112%	112%
Current International Students (not included):				1															
Lord Tweedsmuir Elementary	0.31	80K/325E	370	392	393	402	392	395	384	367	361	367	378	378	379	379	380	381	382
% Utilization				106%	106%	109%	106%	107%	104%	99%	98%	99%	102%	102%	102%	102%	103%	103%	103%
Current International Students (not included):				0															
Lord Kelvin Elementary	0.07	60K/400E	419	584	612	604	628	662	660	675	663	680	668	659	658	658	659	658	657
% Utilization				139%	146%	144%	150%	158%	158%	161%	158%	162%	159%	157%	157%	157%	157%	157%	157%
Current International Students (not included):				3															
Qayqayt Elementary	0.05	100K/450E	502	615	647	657	663	681	672	660	680	694	702	711	718	724	730	735	738
% Utilization				123%	129%	131%	111%	114%	113%	111%	114%	117%	118%	119%	121%	122%	123%	124%	124%
Current International Students (not included):				0															
Queen Elizabeth Elementary	0.36	80K/225E	274*	488	523	550	567	595	609	639	645	651	663	675	682	685	682	674	662
% Utilization				178%	191%	201%	98%	103%	106%	111%	112%	113%	115%	117%	118%	119%	118%	117%	115%
Current International Students (not included):				0															
Total Operating Capacity			2,788	2,788	2,788	2,788	3,091	3,091	3,091	3,091	3,091	3,091	3,091	3,091	3,091	3,091	3,091	3,091	3,091
Total all Elementary Schools				Actual	Enrolment Projections														
				2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037
Projected Enrolment Total				3,274	3,389	3,404	3,456	3,541	3,511	3,534	3,547	3,610	3,650	3,679	3,704	3,728	3,740	3,748	3,750
Projected Overall % Utilization				117%	122%	122%	112%	115%	114%	114%	115%	117%	118%	119%	120%	121%	121%	121%	121%
Total Surplus \ (Total Shortfall)				(486)	(601)	(616)	(365)	(450)	(420)	(443)	(456)	(519)	(559)	(588)	(613)	(637)	(649)	(657)	(659)
Total Current International Students (not included):				6															

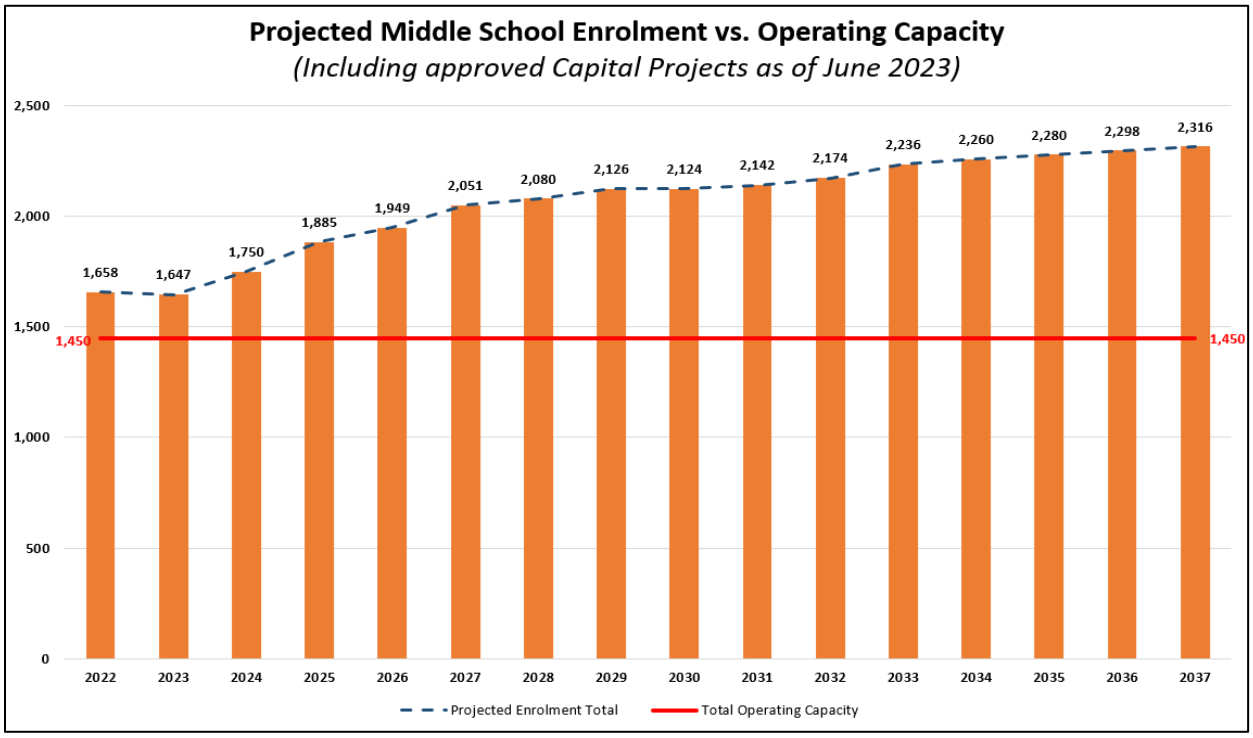
** Queen Elizabeth Elementary - approved expansion in 2025 to Nominal Capacity: 80K/550, Operating Capacity: 577*

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.

[12] Operating Capacity includes the approved Skwo:wech (formerly Richard McBride) Elementary Seismic Replacement at expanded capacity (95 seat expansion under construction –completed in 2022), and Queen Elizabeth Elementary Expansion (303 seat expansion under construction – projected to be completed in 2025).

5.2.2 Projected Middle School Enrolment and Capacity Utilization

By 2037, 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 866.



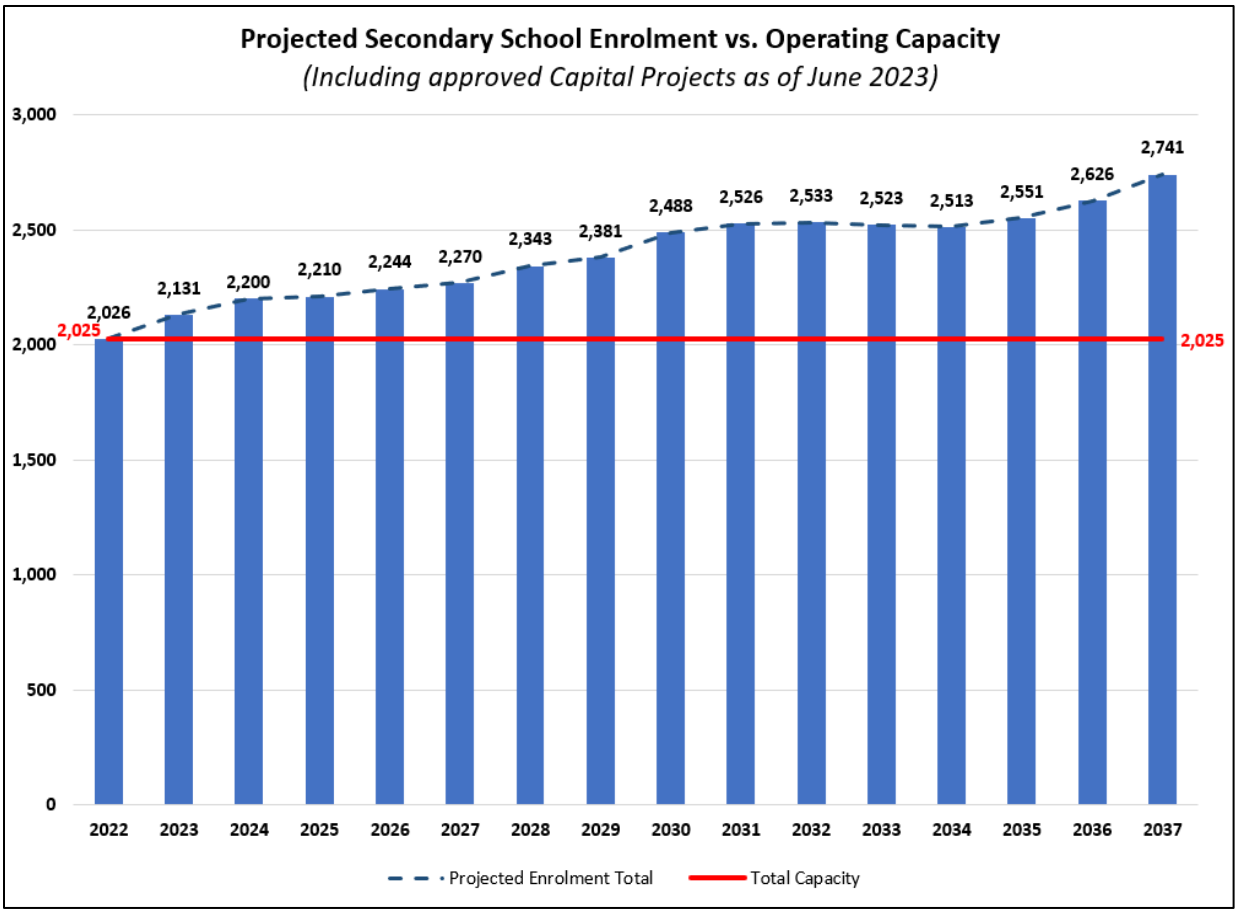
Projected Middle School Enrolment vs. Operating Capacity

SCHOOLS	FCI	Nominal Capacity	Operating Capacity	September 2022 Actual	Enrolment Projections														
					2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037
Queensborough Middle	0.28	375	375	371	386	408	451	487	528	539	526	536	527	538	546	552	567	580	590
% Utilization				99%	103%	109%	120%	130%	141%	144%	140%	143%	141%	143%	146%	147%	151%	155%	157%
Current International Students (not				0															
Fraser River Middle	0.05	500	500	631	631	642	679	683	708	729	776	770	778	788	822	828	833	838	846
% Utilization				126%	126%	128%	136%	137%	142%	146%	155%	154%	156%	158%	164%	166%	167%	168%	169%
Current International Students (not				6															
Glenbrook Middle	0.26	575	575	656	630	700	755	779	815	812	824	818	837	848	868	880	880	880	880
% Utilization				114%	110%	104%	113%	116%	122%	121%	123%	122%	125%	127%	130%	131%	131%	131%	131%
Current International Students (not				4															
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
Total all Middle Schools				Actual	Enrolment Projections														
				2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037
Projected Enrolment Total				1,658	1,647	1,750	1,885	1,949	2,051	2,080	2,126	2,124	2,142	2,174	2,236	2,260	2,280	2,298	2,316
Projected Overall % Utilization				114%	114%	121%	130%	134%	141%	143%	147%	146%	148%	150%	154%	156%	157%	158%	160%
Total Surplus \ (Total Shortfall)				(208)	(197)	(300)	(435)	(499)	(601)	(630)	(676)	(674)	(692)	(724)	(786)	(810)	(830)	(848)	(866)
Total Current International Students (not included):				10															

5.2.3 Projected Secondary School Enrolment and 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 was reached in 2022 and the schools space shortfall is projected to grow between 2023 and 2037.

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 716 seats by 2037.

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.

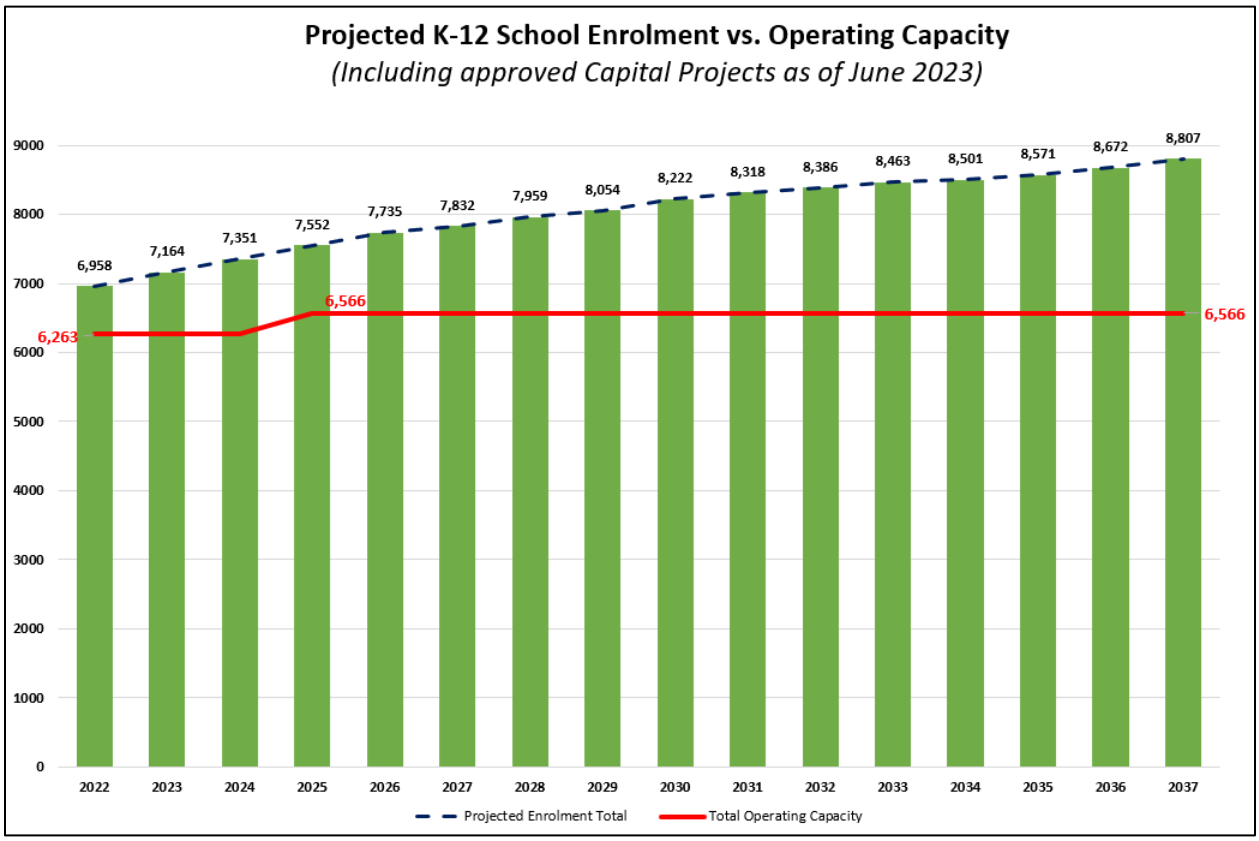
The following table illustrates the projected total enrolment at New Westminster Secondary with the current capacity of the school.

Projected Secondary School Enrolment vs. Operating Capacity

SCHOOLS	FCI	Nominal Capacity	Operating Capacity	September 2022 Actual	Enrolment Projections														
					2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037
New Westminster Secondary	0.01	2,025	2,025	2,026	2,131	2,200	2,210	2,244	2,270	2,343	2,381	2,488	2,526	2,533	2,523	2,513	2,551	2,626	2,741
% Utilization				100%	105%	109%	109%	111%	112%	116%	118%	123%	125%	125%	125%	124%	126%	130%	135%
Current International Students (not included):				177															

5.2.4 Projected Total K-12 Enrolment and Capacity Utilization

By 2037, based on current enrolment projections not including international students and if there are no changes to school capacities (additions, removals), other than those that have been approved as of June 2023, the total SD40 space shortfall will increase to 2,241 spaces by 2037.



These shortfalls take into account approved capital projects that yield a change in operating capacity, including a 95-seat addition/seismic replacement to Skwo:wech Elementary (completed in 2022), and a 303 seat addition to Queen Elizabeth Elementary (scheduled for completion in 2025) and do not include capital projects currently in business case development.

Chapter 7 of this plan includes a Capital Expansion Strategy to accommodate long term enrolment growth.

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.

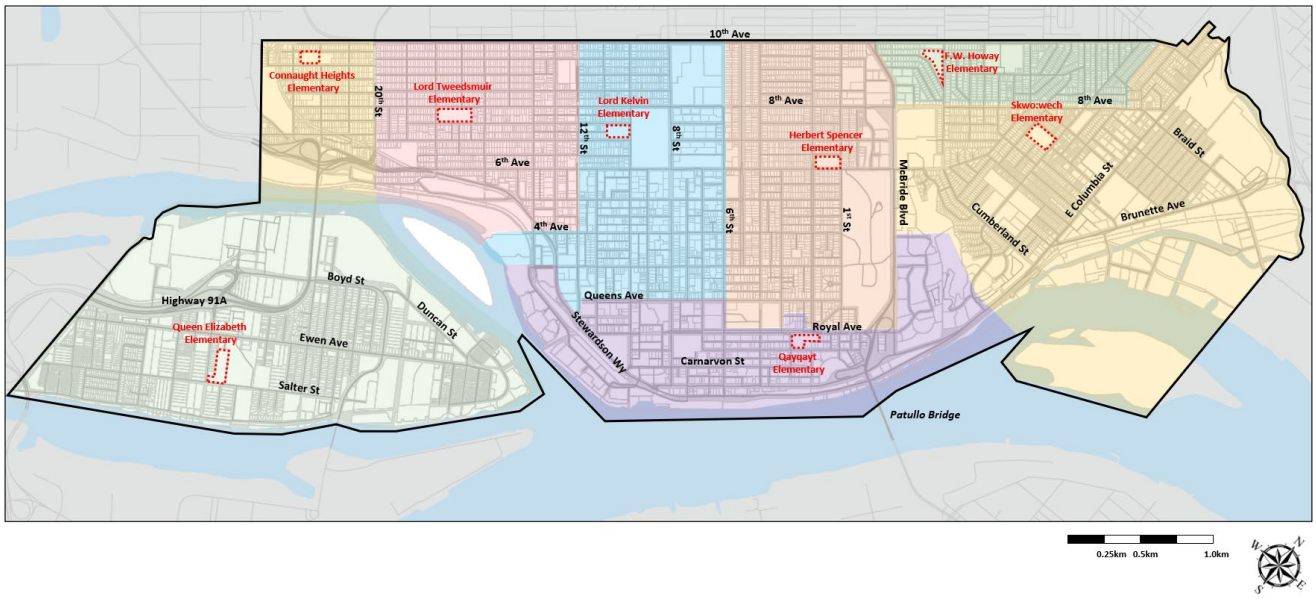
5.3.2 Regular Program

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.

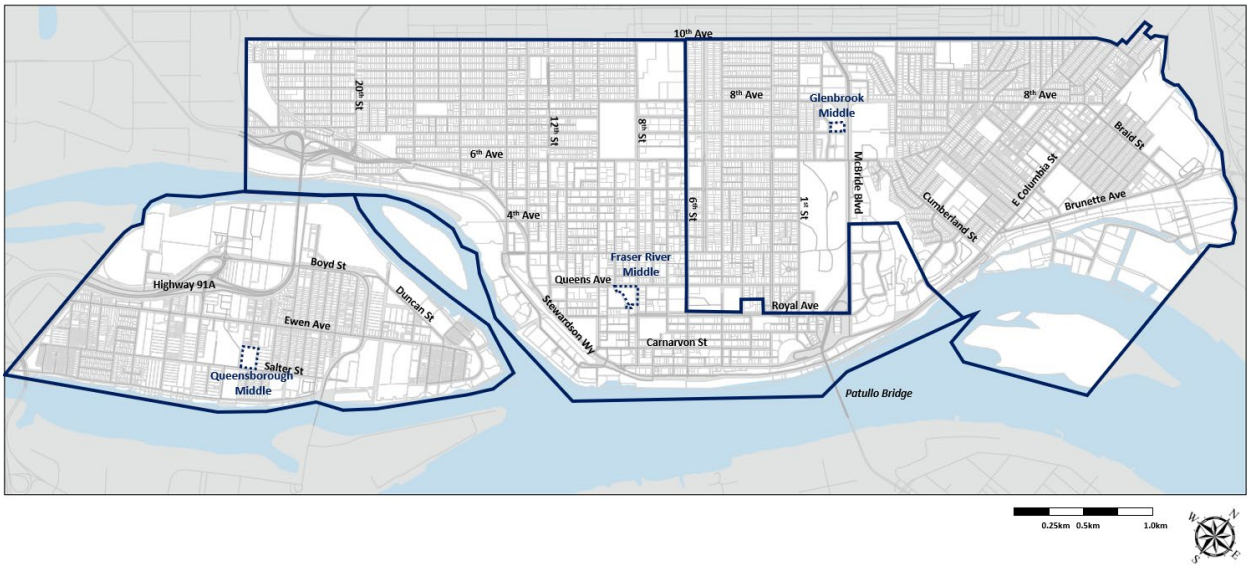
The following map illustrates the Elementary School neighbourhood catchments for regular programs for the eight elementary schools in the District.

Elementary School Regular Program Catchment Boundaries



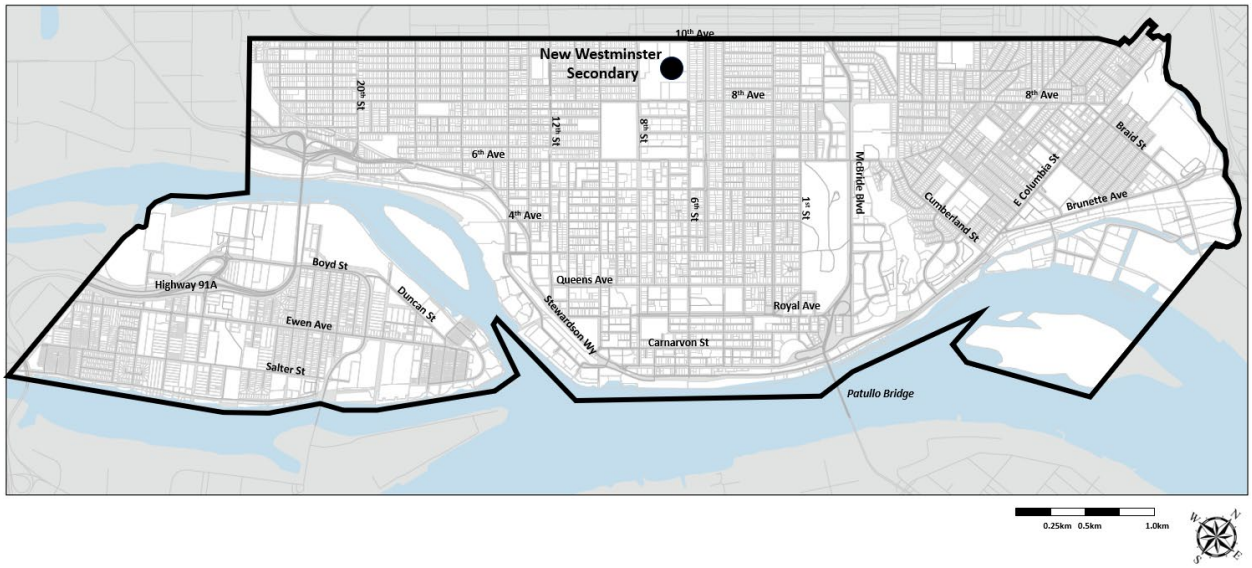
The District is currently divided into two regular program catchment areas for Grades 6 to 8 and one regular program catchment area for Grades 5 to 8 (Queensborough Middle accommodates Grade 5 students residing in the Queen Elizabeth Elementary catchment area).

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 capacity.

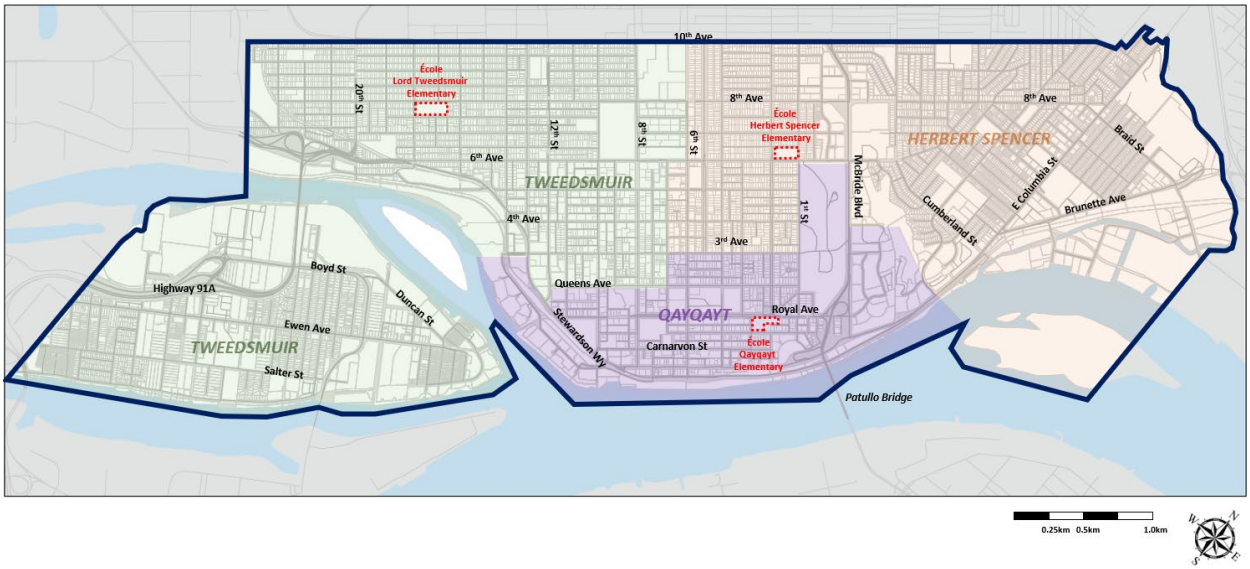
Secondary School Catchment (District as Catchment)



5.3.3 French Immersion Program

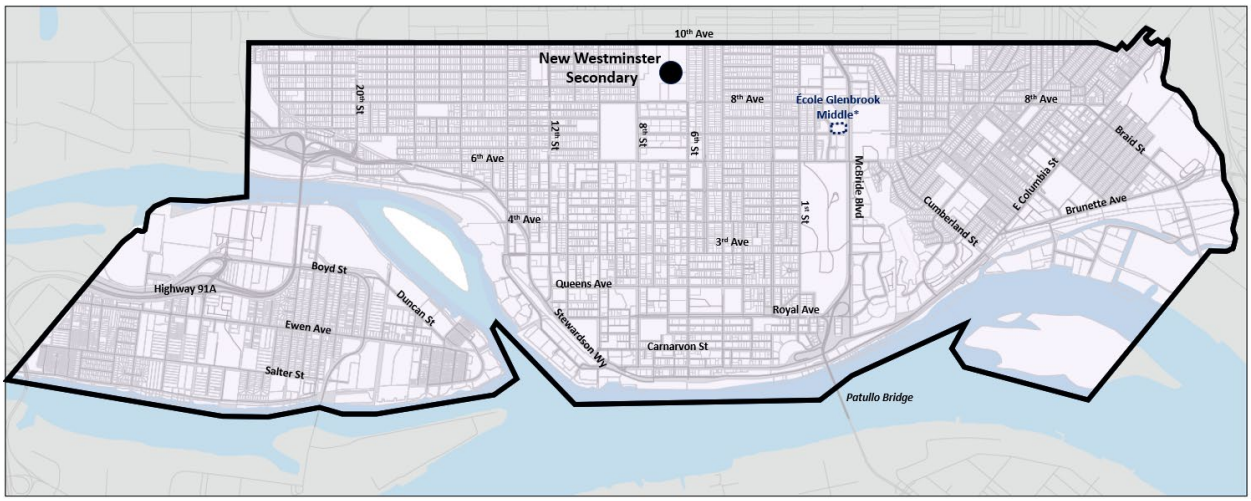
The District is currently divided into three Early French Immersion catchment areas for Kindergarten to Grade 5, including École Lord Tweedsmuir Elementary, École Herbert Spencer Elementary and École Qayqayt Elementary.

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 Westminster Secondary.

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

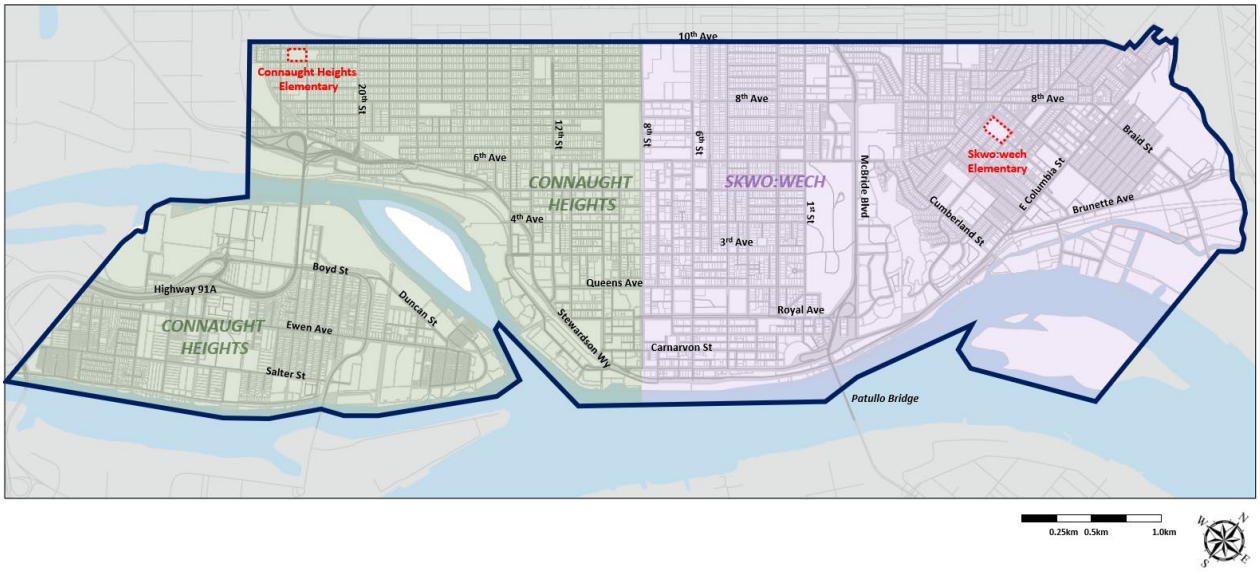


* École Glenbrook Middle accommodates both Early French Immersion (Gr. 6-8) and Late French Immersion (Gr. 6-7) students

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 8th Street.

Montessori Program Catchment Boundaries



5.4 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 Child Care 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.

Strategic Recommendations – 5.4 – 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 Regions.***
- ***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.***
- ***Explore options to replace leased spaces for program accommodation with more permanent, suitable and financially sustainable location solutions preferably on District-owned sites.***
- ***Explore short-term and long-term strategies to maximize the utilization of existing facilities in areas of high enrolment growth which may include:***
    - ***Increasing childcare on school grounds, prioritizing before and after school care for school age children only.***
    - ***Sustainable Cohort Management, to accommodate projected school age population within operational capacities of schools.***
    - ***Timetable modification for Middle and Secondary schools as a temporary measure, where overcrowding emerges and where adding portable classrooms is not an option due to site limitations.***
    - ***Establishing a 3-year portable placement strategy to accommodate enrolment growth in consultation with City of New Westminster.***

New Westminster Schools initiated a capacity review in 2022 to develop strategies to accommodate enrolment growth within existing facilities while supporting the short and mid-term capacity needs of students and their families. This review is directed by the following guiding principles approved by the Board of Education:

- ***Prioritize space in schools for regular, in-catchment K-12 enrolment while ensuring sufficient play and outdoor learning space.***
- ***Consider relocating programs of choice, community partnerships (including infant-toddler child care) and non-instructional uses of space to school facilities where space permits.***

5.5 TRANSPORTATION

New Westminster 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 Westminster Secondary, including using TransLink, private vehicles by parent or student, carpools, bike or scooter.

There has been a growing need for improved transportation from Queensborough to New Westminster 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 Recommendations 5.5 – Transportation

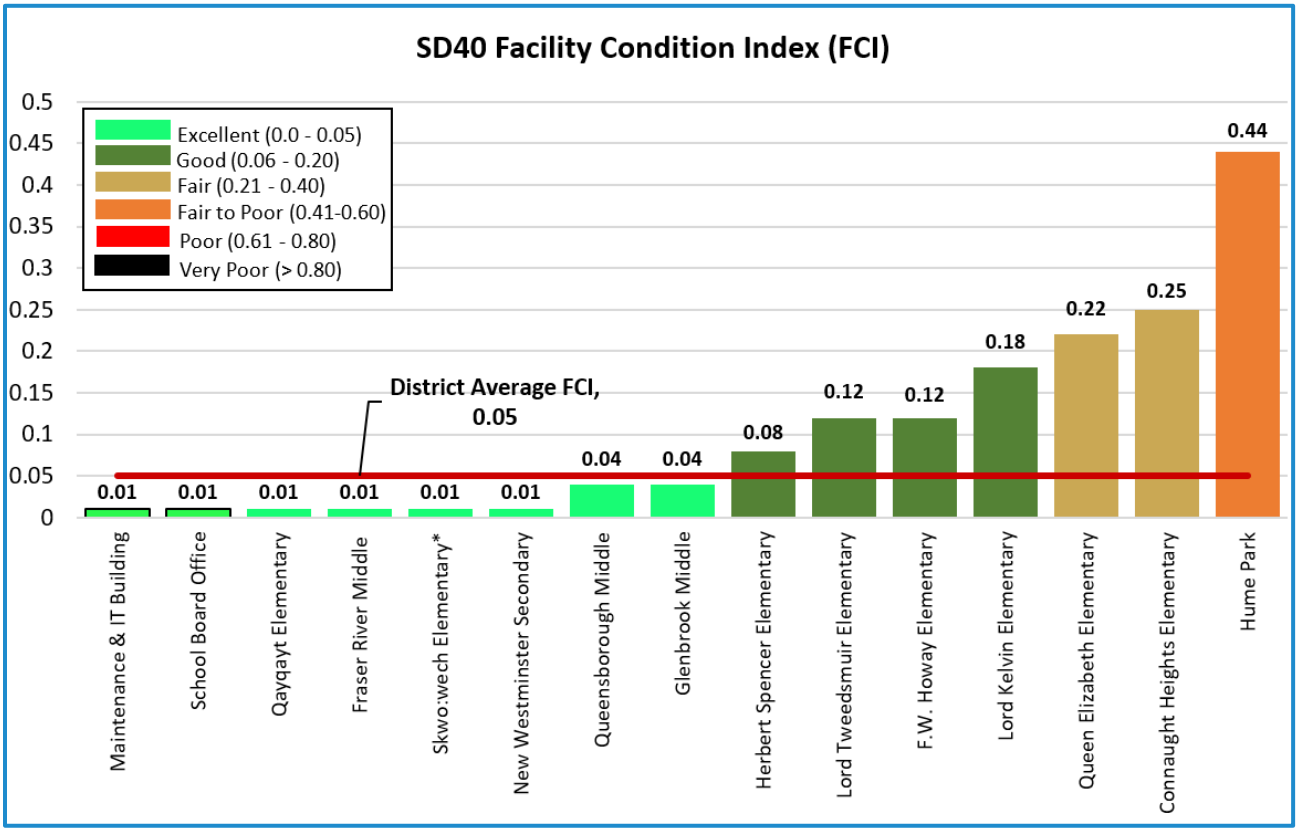
- ***Work closely with Coast Mountain Bus Company and TransLink to coordinate appropriate Transit bus routes and schedules for students attending New Westminster Secondary.***
- ***Continue to support organized ride share programs for New Westminster Secondary students residing in the Queensborough community.***
- ***Encourage community transportation safety improvements by City of New Westminster and other community partners promoting active transportation.***

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 2023, are shown in the chart below, with District-owned facilities that are used for non-educational purposes outlined in black:



* *Skwo:wech Elementary is a new school, which replaced Richard McBride Elementary in 2022*

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
Excellent (0-5%) • Facilities will look clean and functional • Facilities meet present and foreseeable future requirements	• ***School Board Office (1%)*** • ***Maintenance & I.T. Building (1%)*** • New Westminster Secondary (1%) • Skwo:wech Elementary (1%) • Fraser River Middle (1%) • Qayqayt Elementary (1%) • Glenbrook Middle (4%) • Queensborough Middle (4%)
Good (6-20%) • Facilities will look clean and functional • Facilities meet all present requirements • Limited and manageable component and equipment failure may occur	• Herbert Spencer Elementary (8%) • Lord Tweedsmuir Elementary (12%) • F.W. Howay Elementary (12%) • Lord Kelvin Elementary (18%)
Fair (21-40%) • Facilities are beginning to show signs of wear • Some building system components nearing the end of their normal life cycle • More frequent component and equipment failure may occur	• Queen Elizabeth Elementary (22%) • Connaught Heights Elementary (25%)
Fair to Poor (41-60%) • Facilities will look worn with apparent and increasing deterioration • Immediate attention is required to some significant building systems • Some significant building systems are at the end of their life cycle • Potential frequent component and equipment failure may occur	• Hume Park (44%)
Poor (61-80%) • Facilities will look worn with obvious deterioration • Equipment failure in critical items more frequent. Occasional building shut down could occur • Management risk is high	• N/A
Very Poor (> 80%) • Many significant building systems are at the end of or past their life cycle	• N/A

Based on the facility condition assessments, 53% of the District's facilities (8 facilities) fall under the "Excellent" category, 26% (4 facilities) fall under the "Good Condition" category, 31% (2 facilities) fall under the "Fair Condition" category, and 7% (only Hume Park) 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 and Child Care launched the School Seismic Mitigation Program (SMP) 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:

High 1 (H1)
- *Most vulnerable structure; at highest risk of widespread damage or structural failure; not reparable after event. Structural and non-structural seismic upgrades required.*

High 2 (H2)
- *Vulnerable structure; at high risk of widespread damage or structural failure; likely not reparable after event. Structural and non-structural seismic upgrades required.*

High 3 (H3)
- *Isolated failure to building elements such as walls are expected; building likely not reparable after event. Structural and non-structural seismic upgrades required.*

Medium (M)
- *Isolated damage to building elements is expected; non-structural elements (such as bookshelves, lighting) are at risk of failure. Non-structural upgrades required. Building to be upgraded or replaced within the Capital Plan when it has reached the end of its useful life.*

Low (L)
- *Least vulnerable structure. Would experience isolated damage and would probably be reparable after an event. Non-structural upgrades may be required.*

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

Since the 2016 Assessments, seismic upgrade projects have been completed at F.W. Howay Elementary (completed 2017), New Westminster Secondary (completed 2020), Lord Tweedsmuir Elementary (completed 2020), and Skwo:wech Elementary (completed 2022).

The seismic upgrading of Hume Park Learning Centre is the only remaining high seismic risk project in the 2023-2024 Five-Year Capital Plan. There are currently one high seismic risk facility (H2), two medium seismic risk facilities (M) and one low seismic risk facility (L) in the District as illustrated in the table below, showing the remaining seismic risk of facilities in the District as of June 2023:

Seismic Risk Rating	New Westminster Schools Facilities
High 1 (H1)	*3 projects completed / risks resolved*
High 2 (H2)	*1 project completed / risks resolved*
	• Hume Park Learning Centre (Home Learners Program)
High 3 (H3)	*N/A*
Medium (M)	• Connaught Heights Elementary • Lord Kelvin Elementary
Low (L)	• Queen Elizabeth Elementary

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 Fall 2022, there are a total of 42 portable classrooms in the District, with the location and current use as follows:

- Board Office: 1 *(office)*
- Connaught Heights Elementary: 3 *(2 used as classrooms, 1 used for full-day child care)*
- Fraser River Middle: 4 (*used as 4 classrooms with washrooms*)
- Glenbrook Middle: 2 *(used as classrooms)*
- Herbert Spencer Elementary: 1 (used as *classroom*)
- Hume Park: 2 *(1 used as classroom, 1 used for full-day child care)*
- Lord Kelvin Elementary: 8 *(8 classrooms)*
- Lord Tweedsmuir Elementary: 1 *(used as itinerants/resource room)*
- Queen Elizabeth Elementary: 8 *(used as 8 classrooms)*
- Queensborough Middle: 6 *(2 used as classrooms, 1 used for full-day child care, 3 used for before-and after-school care)*
- Qayqayt Elementary: 6 *(used as 6 classrooms)*

In advance of Fall 2023, the District will be placing additional portable classrooms at the following locations:

- Queen Elizabeth Elementary: 2 (to be used as classrooms)
- Lord Tweedsmuir Elementary: 1 (to be used as classrooms)
- Fraser River Middle: 1 (to be used as 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

There are a total of 9 modular classrooms in the District that were originally acquired when full day kindergarten was introduced by the Province in 2011. 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.[13]

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 Recommendations 6.1.3 – Reduce the Need for Portables

- ***Explore options 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 or timetable modifications for Middle and Secondary schools as a temporary measure, where overcrowding emerges, and portable location is not an option due to site limitations.***

[13] 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 PROVINCIAL FUNDING FOR CAPITAL IMPROVEMENTS

6.2.1 Annual Facility Grant

The Annual Facility Grant (AFG) is a Ministry of Education and Child Care 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 and Child Care 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.

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[14] 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.***

[14] 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 and Child Care Capital Plan Submission Instructions 2024-25. These rules are subject to annual review of capital plan submission instructions by the Province.

- ***Advocate for additional government funding for HVAC system upgrades and replacements to support the improvement of ventilation in school district facilities.***
- ***Identify physical accessibility barriers to and within district facilities and advocate for government funding to improve physical accessibility through building upgrades or capital improvements.***

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.

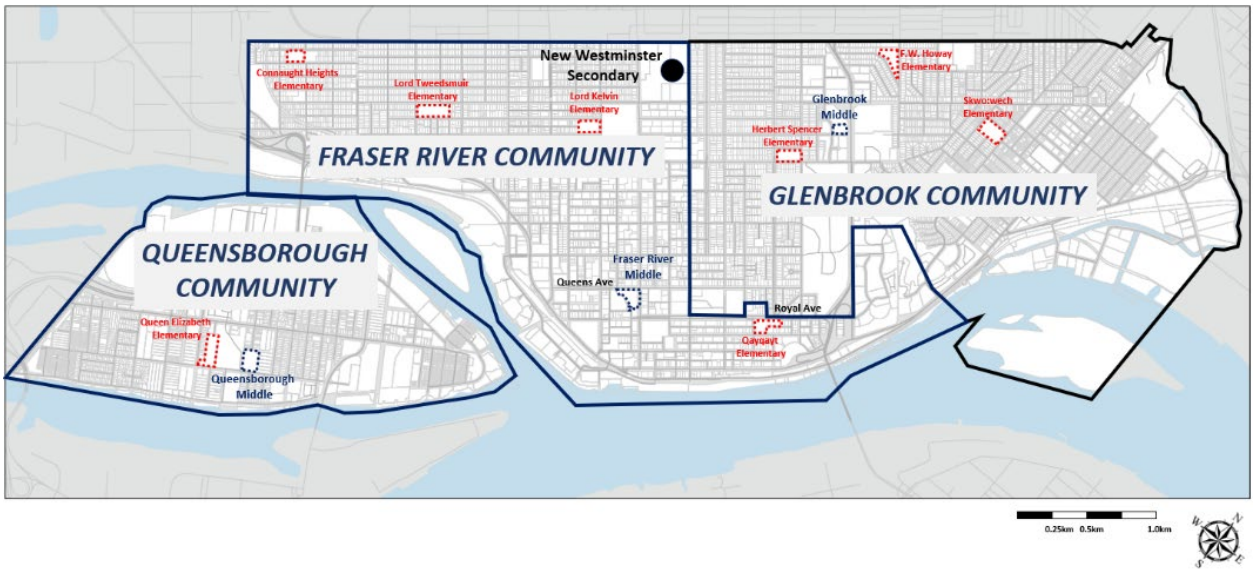
When selecting priorities for CNCP funding, a school district should consider the measurable short-term and long-term emission reductions and operational cost savings. CNCP projects should also be coordinated with other capital program needs in the District.

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.***
- ***Identify opportunities to improve energy efficiency, climate resiliency and sustainability of all facilities through capital improvements.***

CHAPTER 7 – COMMUNITIES OF SCHOOLS REGIONS

To effectively analyze the current capacity and enrolment pressures at New Westminster Schools' facilities and implement the recommended capital expansion strategy, the District has been separated into three (3) middle school "Communities of Schools[15]" 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 7.4 of this plan.



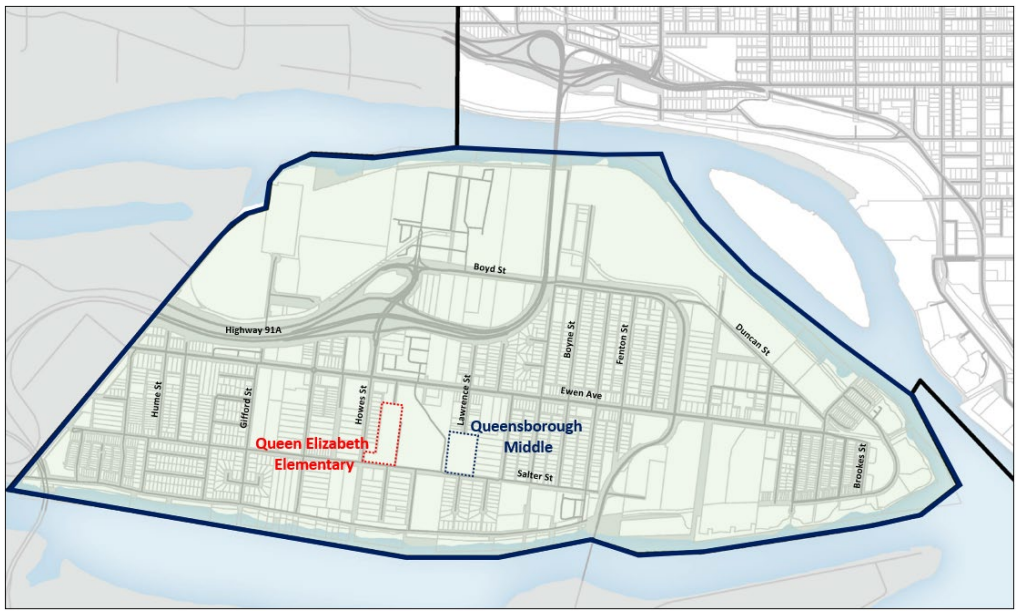
[15] Schools have been categorized into communities based on current school catchments and the District's geography. This section of the Long Range Facilities Plan develops facilities planning projections and strategies organized by three Communities of Schools regions.

7.1 QUEENSBOROUGH COMMUNITY

The Queensborough Middle School Community (Queensborough Community) is located on Lulu Island and includes the City of New Westminster'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 Westminster Secondary.

Queensborough Community of Schools Catchment
[Queen Elizabeth Elementary (K-4) and Queensborough Middle (Gr. 5-8)]



7.1.1 Elementary School Space Utilization Considerations: Queensborough Community

- There is one elementary school in the Queensborough Community: **Queen Elizabeth Elementary**.
- The grade configuration for Queen Elizabeth Elementary was changed temporarily from K-5 to K-4 in 2016 to accommodate the rapid elementary school age growth in Queensborough community that resulted in the capacity shortfall at Queen Elizabeth Elementary. This temporary grade reconfiguration was an exception to New Westminster School District's grade configuration which generally is organized with Kindergarten to grade 5 at elementary schools, grades 6 to 8 at middle schools and grades 9 to 12 at secondary schools.
- The District moved the grade 5 elementary grade temporarily to Queensborough Middle with the intention to bring back to Queen Elizabeth Elementary after the school expansion is completed.
- Enrolment at both Queen Elizabeth Elementary and Queensborough Middle are projected to continue to grow over the next 15 years due to construction of new residential units in the Queensborough Neighbourhood.

- New Westminster Schools completed a Capital Project Funding Agreement in 2021 to expand Queen Elizabeth Elementary from current operating capacity of 274 to 577, target completion in the 2025/2026 School Year.
- Enrolment at Queen Elizabeth Elementary is currently above capacity and projected to remain over-capacity until project completion.
- There are currently 8 portables located at Queen Elizabeth Elementary being used as classrooms, with two more portables anticipated by September 2023, making 10 portables on site.
- Following project completion, enrolment at Queen Elizabeth Elementary is projected to steadily increase, and exceed its expanded capacity by 2026.

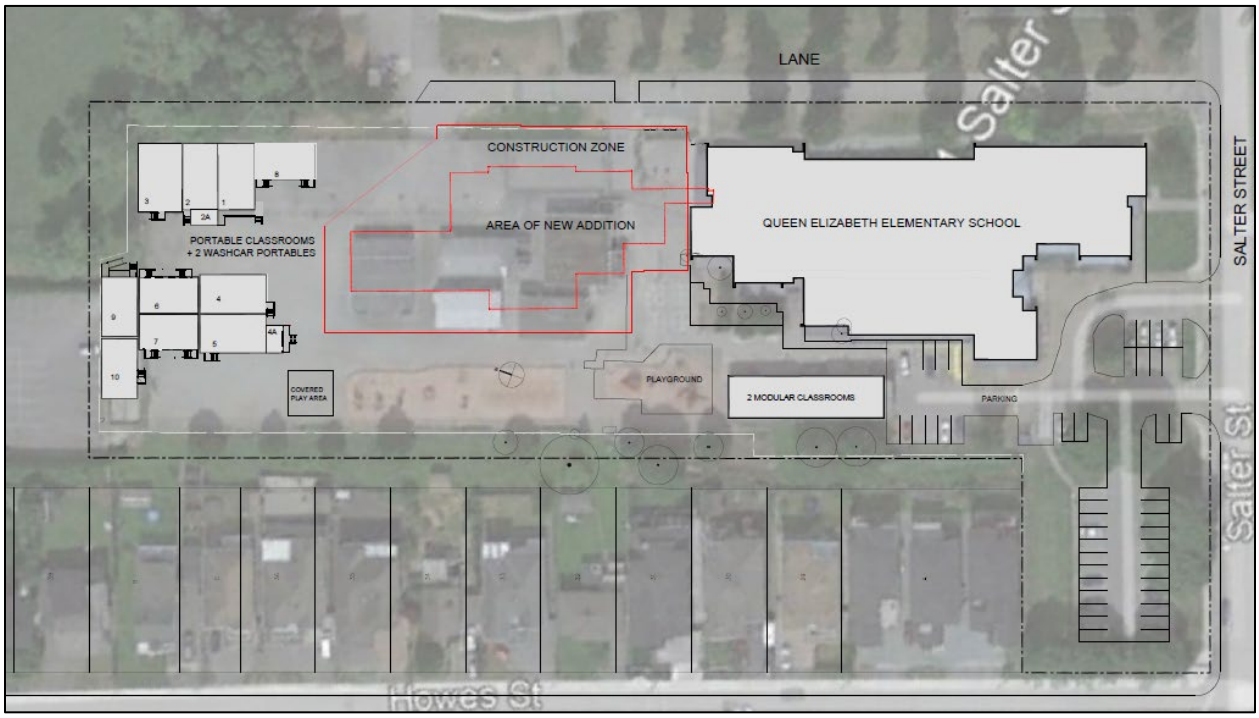
The following table illustrates the total K-4 enrolment at Queen Elizabeth Elementary vs. the operating capacity of the school, with the expansion from 274 to 577 operating capacity after 2025:

Queensborough Community of Schools - Elementary Schools Analysis

SCHOOLS	FCI	Nominal Capacity	Operating Capacity	September 2022 Actual	Enrolment Projections														
					2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037
Queen Elizabeth Elementary	0.36	80K/225E	274*	488	523	550	567	595	609	639	645	651	663	675	682	685	682	674	662
% Utilization				178%	191%	201%	98%	103%	106%	111%	112%	113%	115%	117%	118%	119%	118%	117%	115%
Projected Surplus \ (Shortfall)				214	(249)	(276)	10	(18)	(32)	(62)	(68)	(74)	(86)	(98)	(105)	(108)	(105)	(97)	(85)
Current International Students (not included):				0															

**** Queen Elizabeth Elementary - approved expansion in 2025 to Nominal Capacity: 80K/550, Operating Capacity: 577***

Queen Elizabeth Elementary (1.75 Ha/ 4.32 Acres)



7.1.2 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 which is inconsistent with the grade configuration of middle schools in the rest of the District.
- Since 2016 Grade 5 students have been temporarily located at Queensborough Middle from Queen Elizabeth Elementary, to accommodate the rapid growth in elementary school age students.
- Enrolment at Queensborough Middle is projected to surpass capacity in 2023 and continue to steadily increase to 2037 if the current Grade 5 to 8 configuration is continued. Queensborough Middle School is projected to be significantly over capacity by 2025.
- Moving the grade 5 cohort back to Queen Elizabeth Elementary would avoid long term overcrowding at the Queensborough Middle.
- There are currently 6 portables located at Queensborough Middle, 2 being used as classrooms, 1 as full-day child care, and 3 for before- and after-school child care.

The following table illustrates the total enrolment at Queensborough Middle vs. the operating capacity of the school with the current Grade 5 to 8 grade configuration. The table indicates a growing seat shortfall.

Queensborough Community of Schools - Middle Schools Analysis

SCHOOLS	FCI	Nominal Capacity	Operating Capacity	September 2022 Actual	Enrolment Projections														
					2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037
Queensborough Middle	0.28	375	375	371	386	408	451	487	528	539	526	536	527	538	546	552	567	580	590
% Utilization				99%	103%	109%	120%	130%	141%	144%	140%	143%	141%	143%	146%	147%	151%	155%	157%
Projected Surplus \ (Shortfall)				4	(11)	(33)	(76)	(112)	(153)	(164)	(151)	(161)	(152)	(163)	(171)	(177)	(192)	(205)	(215)
Current International Students (not included):				0															

Queensborough Middle (1.59 Ha/ 3.94 Acres)

7.1.3 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 489 in 2022 to 727 in 2037.
- The growing secondary school age population in Queensborough would support expanding to Queensborough Middle with a secondary wing, with a possible grade configuration and programming review.
- Without a future expansion to add a secondary wing to Queensborough Middle, secondary student growth from the Queensborough community will continue to place significant pressure upon New Westminster Secondary, which is projected to be significantly overcrowded in the long term.

7.1.4 Space Utilization & Expansion Strategy: Queensborough Community

1. <u>Grade and Program Configuration and Expansion Scenarios</u>

The following grade configuration and expansion alternatives should be considered for Queensborough community of schools, consistent with Section 7.1:

- **Scenario #1 – Status Quo with Use of Portable Classrooms**
  Continue the Grade 5 to 8 configuration of Queensborough Middle and Kindergarten to Grade 4 configuration for Queen Elizabeth Elementary after completion of the approved 325 seat addition to Queen Elizabeth, with no middle or secondary school expansions for Queensborough community.

- **Scenario #2 – Combination of School Additions and New Schools with current grade configuration at Queen Elizabeth Elementary (K-4) and Queensborough Middle (Gr. 5-8)**
  - Continue the Grade 5 to 8 configuration of Queensborough Middle and Kindergarten to Grade 4 configuration at Queen Elizabeth Elementary after completion of the approved 325 seat addition to Queen Elizabeth.
  - Expand Queensborough Middle with 10 classrooms to accommodate projected enrolment for the current grades 5-8 middle school configuration.
  - Pursue site expansion and future addition to Queensborough Middle to accommodate Grades 6 to 12 middle-secondary grades configuration, including a new 25-classroom (625 capacity) secondary wing for grades 9 to 12.

- **Scenario #3 – Combination of School Additions and New Schools with grade configuration changes at Queen Elizabeth Elementary (K-5) and Queensborough Middle (Gr. 6-8) beginning in 2025**

- Pursue an amendment to the approved 13-classroom expansion to Queen Elizabeth Elementary to include a 3rd storey with 8 additional classrooms making a 21-classroom addition. This addition will accommodate the projected enrolment of the schools original Kindergarten to Grade 5 elementary school configuration that it needs to revert to upon completion of the addition in 2025.
- Expand Queensborough middle with a 5-classroom addition to accommodate projected grade 6 to 8 enrolment that is projected to be over the school's capacity after 2027.
- Pursue site expansion and future addition to Queensborough Middle to accommodate Grades 6 to 12 middle-secondary grades configuration, including a new 25-classroom, (625 capacity) secondary wing for grades 9 to 12.

2. <u>Preferred Expansion Strategy for Queensborough Community of Schools</u>

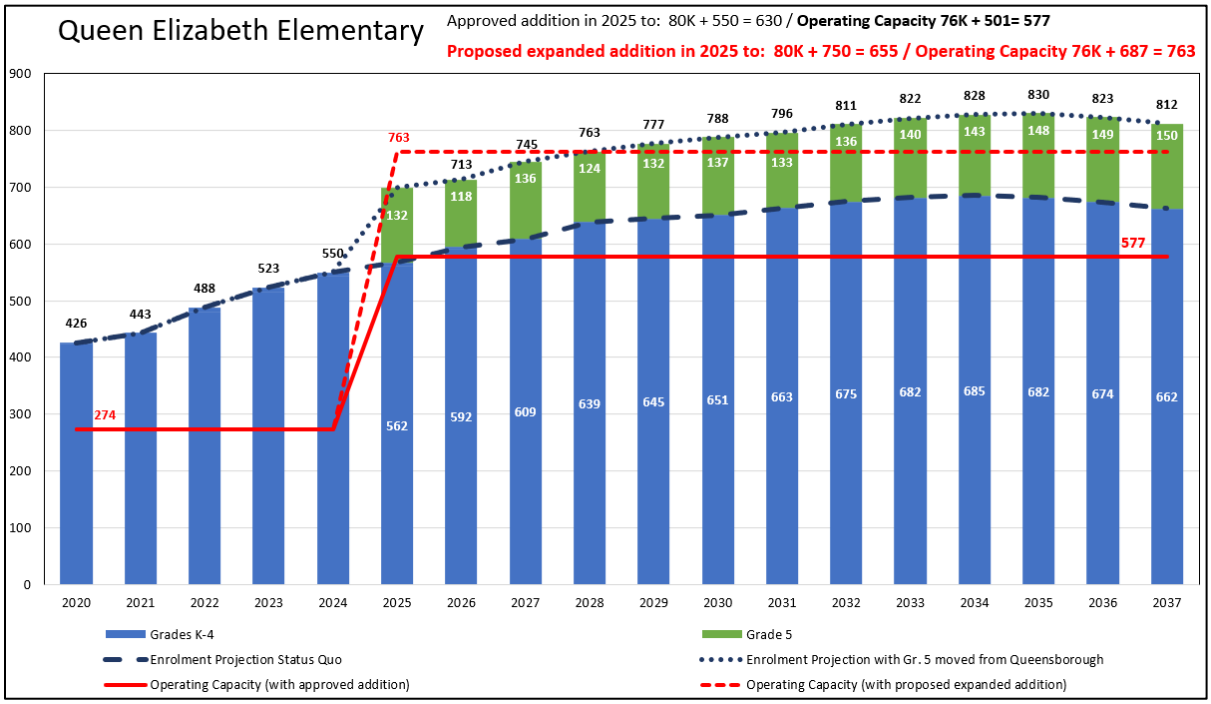
This LRFP supports both Scenario 2 or Scenario 3 which ensure that secondary enrolment is accommodated locally in the Queensborough community. However, Scenario 3 is the recommended expansion strategy in Section 7.1.

Scenario 1 is not preferred as it would not create local accommodation for secondary students residing in Queensborough, and there would be a continued need to transport students to New Westminster Secondary where the existing space shortfall is projected to increase.

1) Elementary School Expansion:

This plan supports amending the approved expansion of Queen Elizabeth Elementary to include a 3rd storey with 8 additional classrooms (resulting in a 21-classroom expansion). Upon completion of the expanded addition, Grade 5 students should be relocated from Queensborough Middle back to Queen Elizabeth Elementary, resulting in a grade K to 5 elementary grade configuration that is consistent with the grade configuration for the rest of New Westminster School District.

The table below illustrates projected enrolment at Queen Elizabeth Elementary with and without Grade 5 students relocated from Queensborough Middle in 2025. The table also demonstrates that an expanded addition is required to facilitate the proposed grade configuration changes.



2) Middle and Secondary School Expansion:

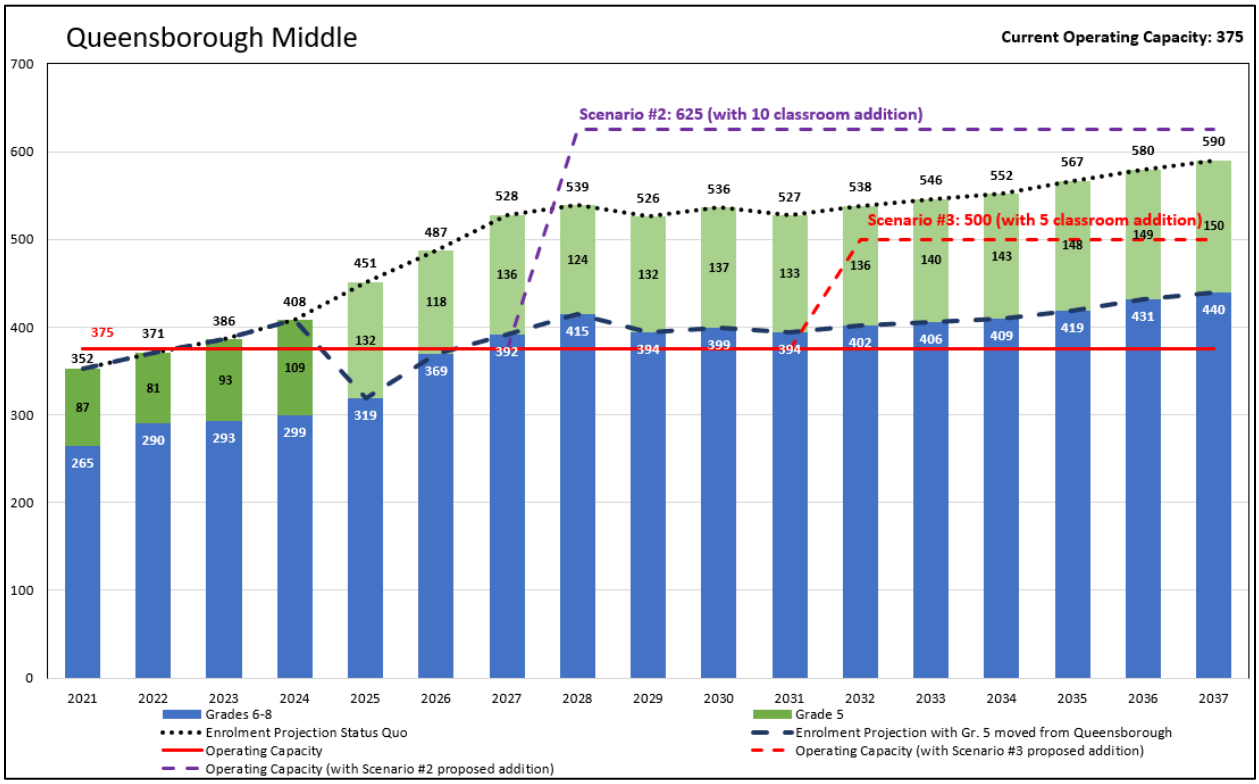
This plan supports an expansion to Queensborough Middle as a high priority project in the District's Five-Year Capital Plan including a secondary school wing to accommodate the rapidly growing number of grades 9 to 12 secondary school students living in Queensborough and currently attending New Westminster Secondary.

The table below illustrates projected enrolment at Queensborough Middle with and without grade 5 relocated to Queen Elizabeth Elementary in 2025:

- The purple dotted line shows Scenario #2 with increased operating capacity for Queensborough Middle from 375 to 625 (10 classroom addition) in 2028, which would be needed if there was no elementary grade reconfiguration and grade 5 remains at Queensborough Middle.
- The red dotted line illustrates Scenario #3 with increased operating capacity for Queensborough Middle from 375 to 500 (5 classroom addition) in 2032. This smaller addition will be needed if grade 5 is relocated to Queen Elizabeth Elementary in 2025.

The School District should also pursue the expansion and future addition to Queensborough Middle to accommodate Grades 6 to 12 middle-secondary grades configuration, including a new 25-classroom (625 capacity) secondary wing for grades 9 to 12 that will be needed by 2032.[16]

[16] Youth population data in Queensborough Middle School catchment indicates that there was 450 children 14-17 years of age residing within the catchment in July 2022. Approximately 80% of this school age cohort or 360 grade 9 to 12 students residing in Queensborough attended New Westminster Secondary in September 2022. The 14-17 age population cohort is projected to grow to 720 by 2032 and grade 9 to 12 enrolment from this catchment is



3) Site Acquisition:

This plan supports site expansion of Queensborough Middle School and recommends including the site expansion in the Eligible School Site Proposal (ESSP) and Five-Year Capital Plan until fully acquired.

New Westminster School District included a site expansion for Queensborough Middle School in its Eligible School Site Proposal (ESSP) and Five-Year Capital Plan submissions.

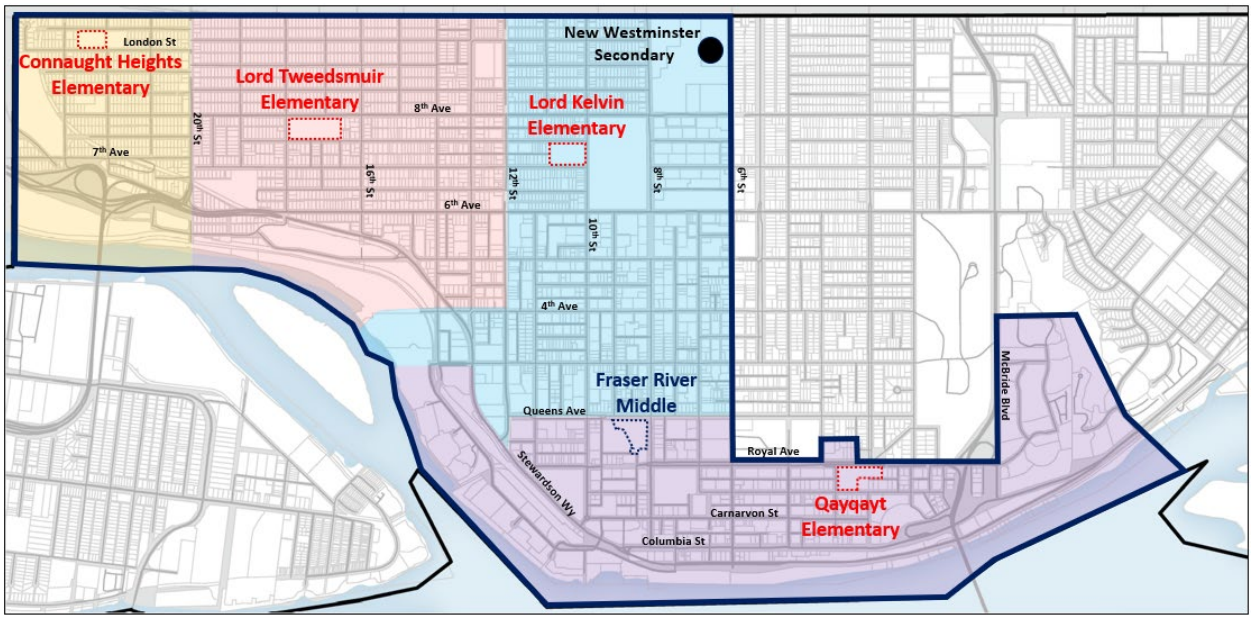
In 2021-22 the District partially acquired the eligible site expansion area, including the purchase of two parcels located adjacent to Queensborough Middle.

Further property acquisition is recommended to fully complete the eligible expansion area for Queensborough Middle. It is essential that this be a high priority in the immediate future, as the remaining area that is required for the eligible site expansion could be lost to future residential development.

projected to reach 580 by 2032 with full residential build out of the community *(Source: Youth Population, projections, and Enrolment Data for Queensborough catchment, using Baragar Systems licensed software for SD40 including: 2022 Geoschool and 2022 Demographics Dynamics).*

7.2 FRASER RIVER COMMUNITY

The Fraser River Middle School Community (Fraser River Community) includes the 22nd 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.



7.2.1 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 the City of New Westminster, which will change after the City of New Westminster completes a comprehensive development plan for 22nd 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 shortfall of 10 to 20 seats for the next 15 years. Currently two classrooms are occupied by childcare.

- Enrolment at **Lord Kelvin** is significantly over-capacity by approximately 165 seats and the school enrolment is projected to grow steadily over the next ten years.
- Enrolment at **Qayqayt** is significantly over-capacity by 113 seats in the current school year and this space shortfall is projected to increase to over 236 seats by 2037.

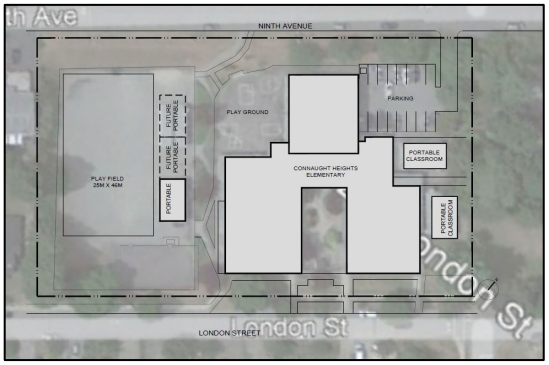
- The Fraser River Community includes the Downtown Community Plan Area and approximately 40% of active and recently approved residential development applications (5,007 units).
- The City of New Westminster Official Community Plan anticipates that 43% of the City's population growth will be located in the Downtown Community Plan Area.
- Qayqayt Elementary is located in the Downtown Community Plan Area.
- The 22nd 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 + 525 to address 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

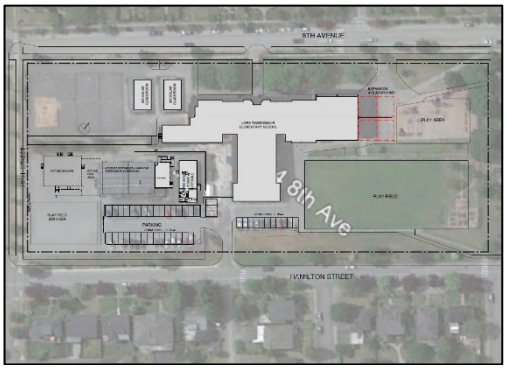
SCHOOLS	FCI	Nominal Capacity	Operating Capacity	September 2022 Actual	Enrolment Projections														
					2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037
Connaught Heights Elementary	0.20	20K/125E	132	152	160	151	151	148	145	139	140	143	146	147	148	148	148	148	148
% Utilization				115%	121%	114%	114%	112%	110%	105%	106%	108%	111%	111%	112%	112%	112%	112%	112%
Current International Students (not included):				1															
Lord Tweedsmuir Elementary	0.31	80K/325E	370	392	393	402	392	395	384	367	361	367	378	378	379	379	380	381	382
% Utilization				106%	106%	109%	106%	107%	104%	99%	98%	99%	102%	102%	102%	102%	103%	103%	103%
Current International Students (not included):				0															
Lord Kelvin Elementary	0.07	60K/400E	419	584	612	604	628	662	660	675	663	680	668	659	658	658	659	658	657
% Utilization				139%	146%	144%	150%	158%	158%	161%	158%	162%	159%	157%	157%	157%	157%	157%	157%
Current International Students (not included):				3															
Qayqayt Elementary	0.05	100K/450E	502	615	647	657	663	681	672	660	680	694	702	711	718	724	730	735	738
% Utilization				123%	129%	131%	132%	136%	134%	131%	135%	138%	140%	142%	143%	144%	145%	146%	147%
Current International Students (not included):				0															
Total Operating Capacity			1,423	1,423	1,423	1,423	1,423	1,423	1,423	1,423	1,423	1,423	1,423	1,423	1,423	1,423	1,423	1,423	1,423
Projected Enrolment Total				1,743	1,812	1,814	1,834	1,886	1,861	1,841	1,844	1,884	1,894	1,895	1,903	1,909	1,917	1,922	1,925
Projected Overall % Utilization				122%	127%	127%	129%	133%	131%	129%	130%	132%	133%	133%	134%	134%	135%	135%	135%
Total Surplus \ (Total Shortfall)				(320)	(389)	(391)	(411)	(463)	(438)	(418)	(421)	(461)	(471)	(472)	(480)	(486)	(494)	(499)	(502)
Total Current International Students (not included):				4															

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

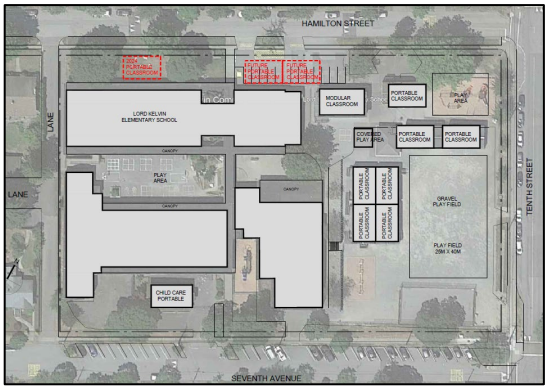
Connaught Heights Elementary (0.89 Ha/ 2.20 Acres)



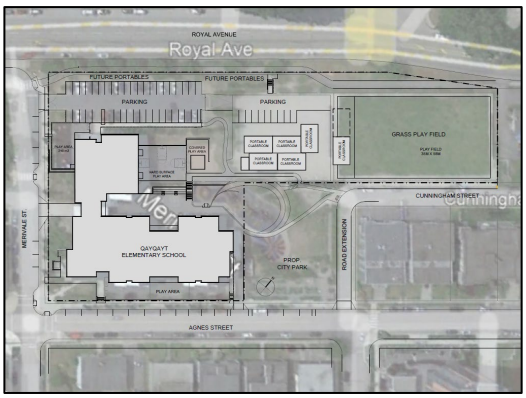
Lord Tweedsmuir Elementary (2.00 Ha/ 4.95 Acres)



Lord Kelvin Elementary (1.31 Ha/ 3.23 Acres)



Qayqayt Elementary (1.30 Ha/3.21 Acres)



7.2.2 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 significantly over-capacity by 131 seats in the current year and this space shortfall is projected to increase to over 340 seats by 2037.

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	Operating Capacity	September 2022 Actual	Enrolment Projections													
					2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037
Fraser River Middle	0.05	500	500	631	631	642	679	683	708	729	776	770	778	788	822	828	833	838	846
% Utilization				126%	126%	128%	136%	137%	142%	146%	155%	154%	156%	158%	164%	166%	167%	168%	169%
Projected Surplus \ (Shortfall)				(131)	(131)	(142)	(179)	(183)	(208)	(229)	(276)	(270)	(278)	(288)	(322)	(328)	(333)	(338)	(346)
Current International Students (not				6															

- Fraser River Middle Schools site is adjoining a park but is significantly below the site area standards for middle schools. There are 4 portables with washrooms located to the west of the school, which are currently used as classrooms, with one additional portable being added for the 2023/2024 School Year. The School Board office and 1 portable used as office space are also located on site.

7.2.3 Space Utilization & Expansion Strategy: Fraser River Community

1. <u>Elementary and Middle School Expansions</u>

This LRFP supports a new 575 nominal capacity middle school[17] and a new 565 operating capacity (605 nominal capacity) elementary school in the Fraser River Community to accommodate enrolment growth in the District's Five-Year Capital Plan.

In March 2022, New Westminster Schools received support from the Ministry of Education and Child Care to prepare a Concept Plan for a new elementary school in the Fraser River Community.

The Concept Plan, submitted to the Ministry of Education and Child Care in October 2022 recommends construction of an 80K + 525 E = 605 nominal capacity elementary school with a purpose-built space for alternate education programs, including POWER and RCAP on site. If supported, occupancy of the new school is anticipated for the 2027-2028 School Year.

[17] The nominal capacity for this school is calculated at 605. 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 combined tables for each level including elementary, middle and secondary for the District.

2. Site Acquisitions

To address continued enrolment growth in the Fraser River Community, the District should:

a) Pursue discussions with the City of New Westminster and the development community to determine the possibility, timing, and physical and financial viability for:
   - A suitable new school site sized to accommodate a future 575 operating capacity middle school. All three existing middle schools in New Westminster 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;
   - A suitable site for an elementary school anticipated to be required beyond 2037; and,
   - A suitable site for accommodating permanent space for alternate programs including RCAP and POWER.

b) A proposed Fraser River Community elementary school site should be included 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.

In March 2023, New Westminster Schools received support from the Ministry of Education and Child Care to proceed with land acquisition for a new middle school in the Fraser River Community.

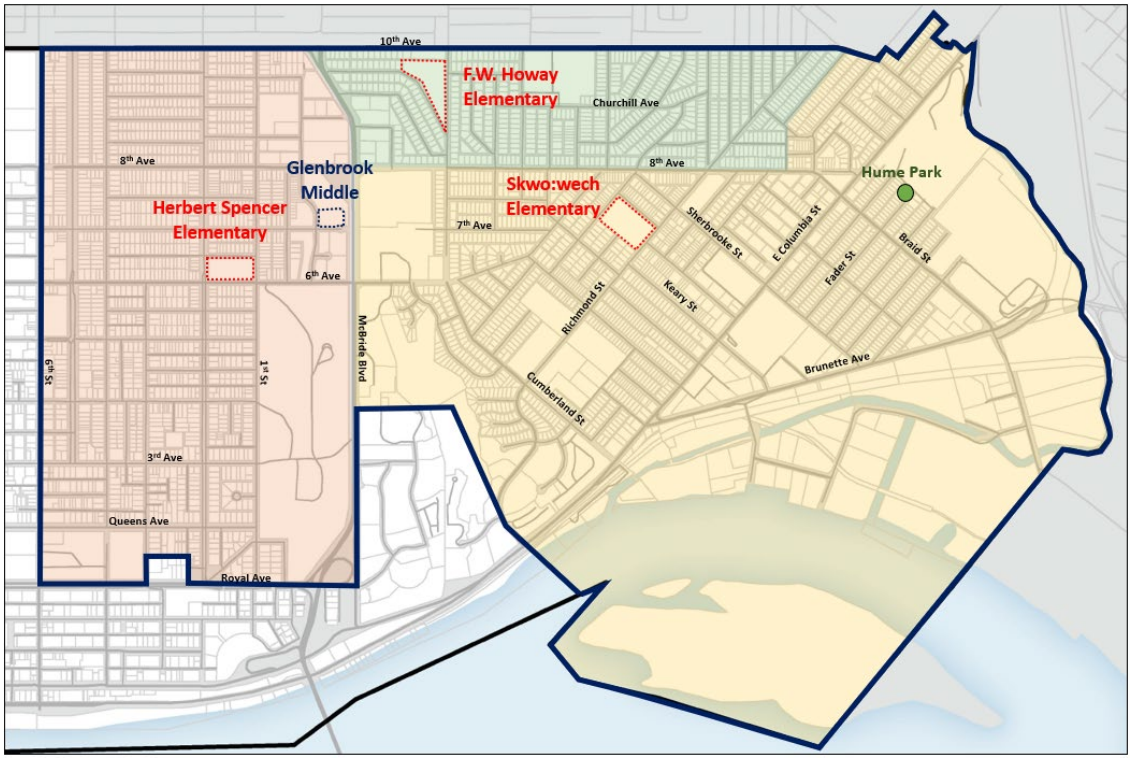
3. Catchment Boundaries, Program Location and Grade Configuration

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

7.3 GLENBROOK COMMUNITY

The 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.



7.3.1 Elementary School Space Utilization: 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 52% of active and recently approved residential development applications (6,465 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 the future Sapperton Green Transit-Oriented Mixed-Use Community – an area identified for future medium to high density development in the City of New Westminster Official Community Plan.

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 + 475E to accommodate long term elementary student growth beyond 2037.

This growth will result from the medium to high density development of the Sapperton Green Transit-Oriented Mixed-Use Community in the northeast corner of the District, within Skwo:wech Elementary catchment.

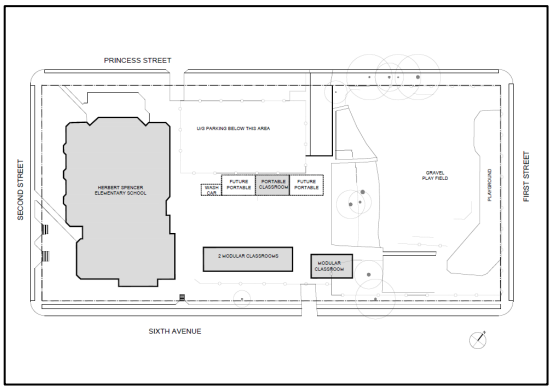
The following table summarizes the projected enrolment and capacity utilization of the Glenbrook Community of Elementary Schools, including Herbert Spencer Elementary, F.W. Howay Elementary, and Skwo:wech Elementary.

Glenbrook Community of Schools - Elementary Schools Analysis

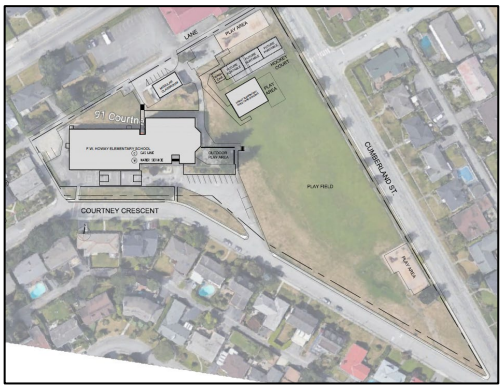
SCHOOLS	FCI	Nominal Capacity	Operating Capacity	September 2022 Actual	Enrolment Projections														
					2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037
Herbert Spencer Elementary	0.16	100K/400E	457	503	491	492	484	483	460	462	463	456	456	450	446	444	443	443	443
% Utilization				122%	119%	120%	118%	118%	112%	112%	113%	111%	111%	109%	109%	108%	108%	108%	108%
Current International Students (not included):				2															
F.W. Howay Elementary	0.22	40K/150E	174	113	128	125	128	130	125	122	118	120	122	128	130	136	137	140	143
% Utilization				65%	74%	72%	74%	75%	72%	71%	68%	69%	71%	74%	75%	79%	79%	81%	83%
Current International Students (not included):				0															
Skwo:wech Elementary	0.01	80K/400E	460	427	435	423	443	447	456	470	477	499	515	531	543	554	561	569	577
% Utilization				93%	95%	92%	96%	97%	99%	102%	104%	108%	112%	115%	118%	120%	122%	124%	125%
Current International Students (not included):				0															
Total Operating Capacity			1,091	1,091	1,091	1,091	1,091	1,091	1,091	1,091	1,091	1,091	1,091	1,091	1,091	1,091	1,091	1,091	1,091
Projected Enrolment Total				1,043	1,054	1,040	1,055	1,060	1,041	1,054	1,058	1,075	1,093	1,109	1,119	1,134	1,141	1,152	1,163
Projected Overall % Utilization				96%	97%	95%	97%	97%	95%	97%	97%	99%	100%	102%	103%	104%	105%	106%	107%
Total Surplus \ (Total Shortfall)				48	37	51	36	31	50	37	33	16	(2)	(18)	(28)	(43)	(50)	(61)	(72)
Total Current International Students (not included):				2															

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

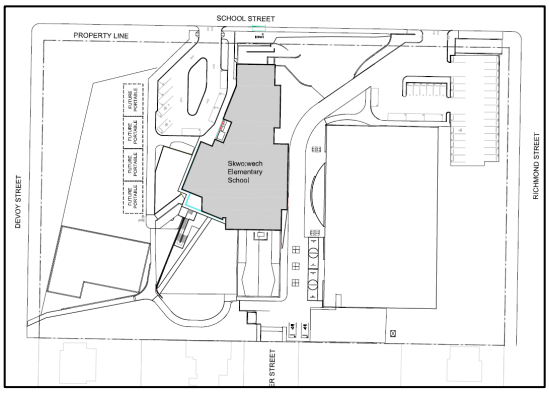
Herbert Spencer Elementary (1.22 Ha/ 3.01 Acres)



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)

7.3.2 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 108-space shortfall at Glenbrook Middle, which is projected to grow to a shortfall of 308 seats by 2037.

- 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	Operating Capacity	September 2022 Actual	Enrolment Projections											
					2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037
Glenbrook Middle	0.26	575	575	656	630	700	755	779	815	812	824	818	837	848	868	880	880	880	880
% Utilization				114%	110%	122%	131%	135%	142%	141%	143%	142%	146%	147%	151%	153%	153%	153%	153%
Projected Surplus \ (Shortfall)				(81)	(55)	(125)	(180)	(204)	(240)	(237)	(249)	(243)	(262)	(273)	(293)	(305)	(305)	(305)	(305)
Current International Students (not included):				4															

- 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)

7.3.3 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 above capacity and the shortfall is projected to steadily increase to 716 by 2037 *[See 7.6.1].*

7.3.4 Space Utilization & Expansion Strategy: Glenbrook Community

1. Elementary School Expansions

This LRFP supports expanding the former Hume Park Elementary site to accommodate a new 80K + 475E capacity elementary school in the Glenbrook Community to accommodate enrolment long term growth beyond 2037.

2. Site Acquisitions

To address long term enrolment growth from the Sapperton and Braid Frequent Transit Development Areas, 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 to expand the Hume Park site to a size suitable for a K-5 elementary school with a nominal capacity of 80K + 475E; 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.

Projected space shortfall at Glenbrook Middle may be relieved by undergoing a Comprehensive School Catchment, Program Location and Grade Configuration review upon completion of the proposed new middle school in the Fraser River Community *[See 7.4.4]*.

7.4 NEW WESTMINSTER SECONDARY – DISTRICT AS A COMMUNITY

7.4.1 Secondary School Space Utilization Considerations

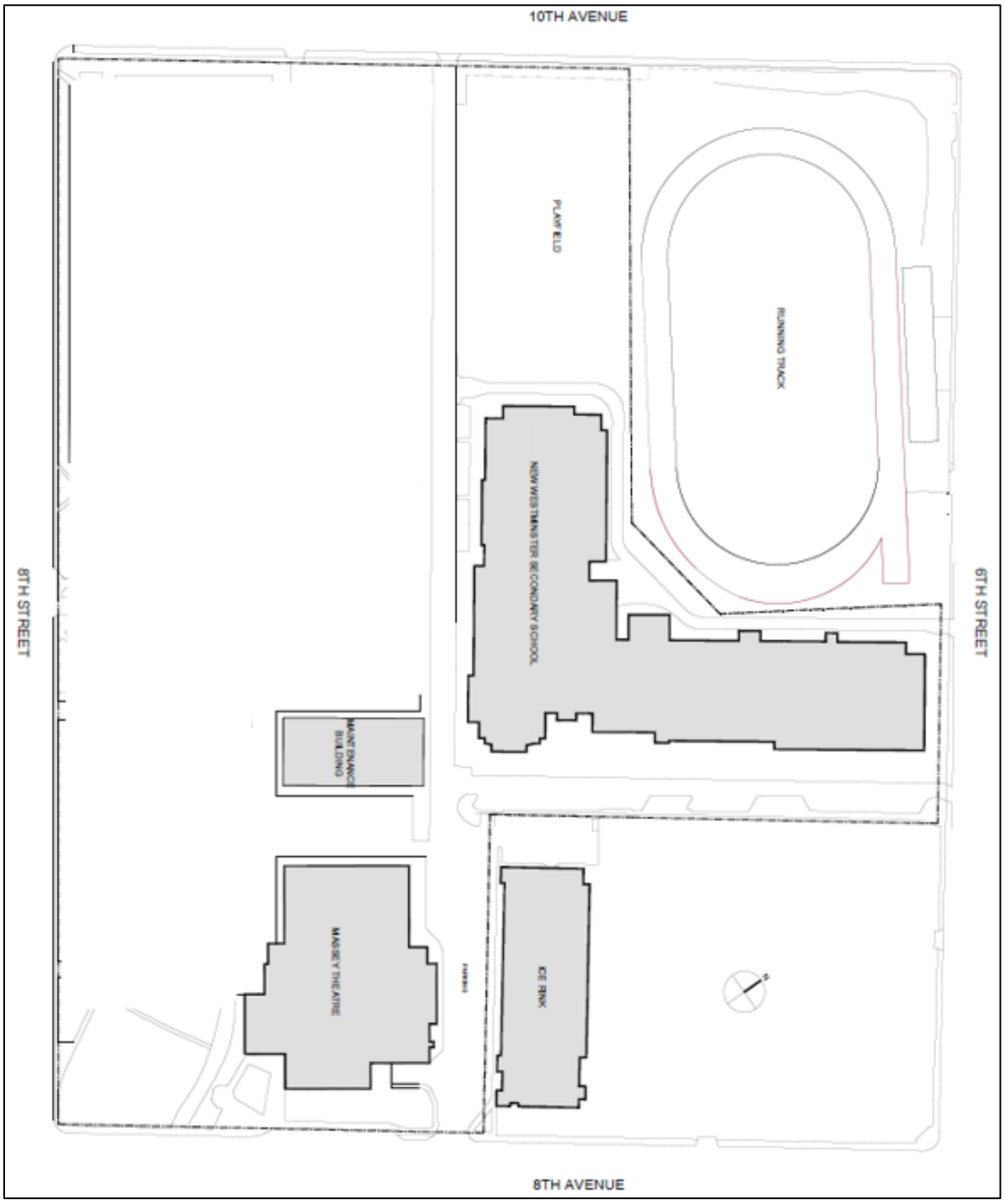
- All secondary students from New Westminster School District attend New Westminster Secondary in Grades 9 to 12.
- Enrolment at New Westminster Secondary is slightly above capacity and the shortfall is projected to steadily increase to 716 by 2037.
- The following table illustrates the total enrolment at New Westminster Secondary vs. the operating capacity of the school. The table shows enrolment is currently at operating capacity and projected to increase steadily over the next 15 years.

Projected Secondary School Enrolment vs. Operating Capacity

SCHOOLS	FCI	Nominal Capacity	Operating Capacity	September 2022 Actual	Enrolment Projections													
					2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037
New Westminster Secondary	0.01	2,025	2,025	2,026	2,131	2,200	2,210	2,244	2,270	2,343	2,381	2,488	2,526	2,533	2,523	2,513	2,551	2,626	2,741
% Utilization				100%	105%	109%	109%	111%	112%	116%	118%	123%	125%	125%	125%	124%	126%	130%	135%
Current International Students (not included):				177															

- New Westminster Secondary is not suitable for on site facility expansion and has insufficient site area for locating additional portables to accommodate growth.
- Secondary students residing in the rapidly growing Queensborough community on Lulu Island are required to travel across Queensborough Bridge (Highway 91A) to attend New Westminster Secondary on the mainland.

New Westminster Secondary (6.76 Ha/ 16.71 Acres)



7.5.2 Space Utilization & Expansion Strategy: Secondary – District as a Community

1. <u>Secondary School Expansion</u>

This LRFP supports a Secondary School Wing expansion to Queensborough Middle as a high priority project in the District's Five-Year Capital Plan with a new 625 capacity secondary school wing to accommodate the growing number of secondary school students in Queensborough locally and alleviate growth pressures on New Westminster Secondary.

2. <u>Site Acquisitions</u>

To address continued enrolment growth at the Secondary level, the District should:

a) Pursue discussions with the City of New Westminster, the development community and the Ministry of Education and Child Care to determine the possibility, timing, and physical and financial viability for a suitable school site expansion of Queensborough Middle to accommodate a Secondary School Wing addition.

   It is essential that this site expansion remains a high priority in the immediate future, as potential for a secondary site may be lost to residential development.

b) Include a proposed site expansion to Queensborough Middle School to accommodate a Secondary School Wing as an Eligible School Site in the Eligible School Site Proposal (ESSP) for the District.

   The proposed secondary wing at Queensborough Middle should be considered as part of the District's expansion strategy and incorporated into the Five-Year Capital Plan.

CHAPTER 8 – CAPACITY EXPANSION SCENARIOS

In 2023, the District developed a Capital Expansion Strategy for accommodating the projected space shortfall in New Westminster Schools.

As discussed in subsection 5.2 of this plan, if there are no changes to school capacity other than those resulting from approved capital projects as of June 2023, the District is projected to experience significant long term space shortfall at the elementary, middle, and secondary levels.

In developing the Capital Expansion Strategy, New Westminster Schools considered three scenarios for accommodating school enrolment growth in the District:

1. **Status Quo – with portables to accommodate growth;**

2. **Combination of school additions and new schools with current grade configuration at Queen Elizabeth Elementary (K-4) and Queensborough Middle (Gr. 5-8);**

3. **Combination of school additions and new schools with grade configuration changes to Queen Elizabeth Elementary (K-5) and Queensborough Middle (Gr. 6-8) beginning in 2025**

All three scenarios are based on MECC Area Standards and do not consider timetable modifications as a temporary measure to accommodate Middle and Secondary school enrolment growth.

These scenarios are also based on existing school catchment and program locations and the District may consider initiating a comprehensive School Catchment Program and Grade Configuration Review as part of Scenarios 2 or 3 to align student accommodation with proposed school additions and new schools.

Scenario #1 – Status Quo with Use of Portable Classrooms

This strategy would see no future permanent additions or new schools other than the 13-classroom addition to Queen Elizabeth Elementary (targeted for completion in 2025), and Ministry-supported interior alterations to create 2-classrooms at Qayqayt Elementary and 2 classrooms at Fraser River Middle.

This strategy would require adding 47 portable classrooms to schools by 2037 to accommodate growth, which would cost approximately $32.9 Million (2023$) to purchase and locate. Scenario #1 would provide 1,311 new seats in portable classrooms, based on MECC Area Standards, and would have a significant long-term impact on the District's operating budget.

School	Project Description	Total Underway/ Proposed Seats to be Added/Removed	Total Portables to be on site	Actual Portables on site	Number of Classrooms Added/Removed By Year (Including Portables)													
				2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037
Qayqayt Elementary *(Ministry supported interior alteration)*	4 classrooms	94			2	2													
Queen Elizabeth Elementary *(addition underway)*	13 classroom addition	303					13												
Queen Elizabeth Elementary *(Portable removal)*	**Remove 5 portable classrooms**	69	3	8				(5)											
Connaught Heights Elementary	3 portable classrooms	69	3	3															
Herbert Spencer Elementary	3 portable classrooms	69	3	1	2														
Skwo:wech Elementary	4 portable classrooms	92	4				1	1		1		1							
Lord Tweedsmuir Elementary	1 portable classroom	23	1	1															
Lord Kelvin Elementary	10 portable classrooms	230	10	8			1	1											
Qayqayt Elementary	10 portable classrooms	161	7	6											1				
Fraser River Middle *(Ministry supported interior alteration)*	4 classrooms	100				4													
Fraser River Middle	10 portable classrooms	250	10	4						1	2			1	1		1		
Glenbrook Middle	12 portable classrooms	300	12	2		3	2	1	1		1				2				
Queensborough Middle	8 portable classrooms	200	8	6											1			1	
New Westminster Secondary	28 portable classrooms	700	28		5	3		2		2	2	4	2				1	3	4
Total new seats in approved Additions		**497**																	
Classroom Additions in Expansions					**2**	**6**	**13**												
Completed/Underway Additional Seats					**47**	**142**	**306**												
Portables to be added by Year					7	6	4	0	1	4	5	5	2	1	5	0	2	4	4
Cumulative Number of seats in portables to be added to New Westminster Schools by Year				921	217	367	440	446	471	546	671	794	867	892	1038	1038	1,111	1,211	1,311
Cumulative number of portables to be added to New Westminster Schools				39	7	13	16	15	16	19	24	29	31	32	37	37	39	43	47
Total Portable Classrooms Projected on all school sites				**39**	**46**	**52**	**55**	**54**	**55**	**58**	**63**	**68**	**70**	**71**	**76**	**76**	**78**	**82**	**86**

Scenario #1 - Status Quo Capacity with Addition to Queen Elizabeth Elementary School, and Placement of Portables to Accommodate Growth

Of all scenarios studied, the costs and funding associated with Scenario #1 has the highest level of responsiveness to the distribution of enrolment growth at New Westminster Schools, however there would be no Ministry funding for locating new portables to accommodate growth, as new portables are viewed as temporary structures that are generally considered an operating expense for school districts. Portables also have higher life cycle costs, including operation, maintenance, and energy costs.

New Westminster School District has physical site limits at schools including undersized and insufficient site area available for the projected additional portables in Scenario #1.

Although Scenario #1 (Status Quo with use of Portable Classrooms) is the lowest cost of the three scenarios, adding new portables would have significant impact on the school district's operating budget, as portables do not receive capital funding.

Portable placement at New Westminster schools is generally restricted due to actual site limitations, including undersized sites, layout of existing facilities, areas with steep topography and limited buildable site area which may not be suitable for portable placement.

Most school sites in the New Westminster School District are significantly below the required school site size standards pursuant to Provincial Area Standards and existing school site areas are generally fully maximized.

Scenario #1 is the least desirable from an educational and facility and site management perspective and therefore is not recommended.

Scenario #2 – Combination of School Additions and New Schools with current grade configuration at Queen Elizabeth Elementary (K-4) and Queensborough Middle (Gr. 5-8)

This scenario would see the 13-classroom addition to Queen Elizabeth Elementary (targeted for completion in 2025), the Ministry supported interior alterations creating 4-classrooms at both Qayqayt Elementary and Fraser River Middle and the new 25-classroom Fraser River Elementary school currently in business case development. This strategy also includes a 25-classroom secondary wing expansion to Queensborough Middle School combined with a 10-classroom middle school addition, a new 23-classroom middle school in the West End of the Fraser River Community, and a new 23-classroom elementary school in the Glenbrook Community at Hume Park.

In this scenario, the existing grade configuration at Queen Elizabeth Elementary (K-4) and Queensborough Middle (Gr. 5-8) would remain unchanged. This strategy provides 3,029 permanent new K-12 seats to New Westminster Schools by 2037.

Scenario #2 – Combination of School Additions and New Schools with current grade configuration at Queen Elizabeth Elementary (K-4) and Queensborough Middle (Gr. 5-8)

School	Project Description	Total Underway/ Proposed Seats	Actual Seats Added	Number of Classrooms Added By Year														
			2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037
Qayqayt Elementary *(Ministry supported interior alteration)*	4 classrooms	93		2	2													
Fraser River Middle *(Ministry supported interior alteration)*	4 classrooms	100			4													
Queen Elizabeth Elementary *(2 storey/ 13 classroom approved addition)*	13 classroom addition	303				13												
New Fraser River Elementary School *(Ministry supported - business case development)*	4 Kindergarten + 21 = 25 classrooms	565						25										
Queensborough Middle Addition	10 classrooms	250							10									
NEW West End Area Middle School	23 classrooms	575								23								
NEW Secondary Wing Addition to Queensborough Middle	25 classrooms	625											25					
NEW Hume Park Elementary School	4 Kindergarten + 19 = 23 classrooms	519																23
Number of Classrooms added by Year				2	6	13		25	10	23			25					23
Proposed/Underway Additional Seats				46	146	303		565	250	575			625					519
Cumulative number of classrooms added to New Westminster Schools by Year				*2*	*8*	*21*	*21*	*46*	*56*	*79*	*79*	*79*	*104*	*104*	*104*	*104*	*104*	*127*
Cumulative number of proposed seats added to New Westminster Schools by Year				*46*	*192*	*495*	*495*	*1,060*	*1,310*	*1,885*	*1,885*	*1,885*	*2,510*	*2,510*	*2,510*	*2,510*	*2,510*	*3,029*
Total K-12 Enrolment		6,958	7,167	7,354	7,551	7,734	7,832	7,957	8,054	8,222	8,318	8,386	8,463	8,501	8,571	8,672	8,807	
Capacity (including underway/proposed seats)		6,263	6,309	6,455	6,758	6,758	7,323	7,573	8,148	8,148	8,148	8,773	8,773	8,773	8,773	8,773	9,292	
Total Capacity Surplus (Shortfall)		(695)	(858)	(899)	(793)	(976)	(509)	(384)	94	(74)	(170)	387	310	272	202	101	485	
% Utilization		111%	114%	114%	112%	114%	107%	105%	99%	101%	102%	96%	96%	97%	98%	99%	95%	

Scenario #2 – Elementary Schools

In this scenario, district-wide elementary enrolment would remain above capacity until completion of the ministry-supported new 25-classroom Fraser River elementary in 2027.

Overall capacity utilization for all elementary schools in the District is 117% in the current year and is expected to remain over 110% until four elementary capital expansion projects are completed by 2027, after which utilization will remain slightly below 100%. The completion of a new elementary school at Hume Park is estimated to be required in 2037 to address longer term growth.

SD#40 - CAPITAL EXPANSION STRATEGY SCENARIO #2 - Combination of School Additions and New Schools
With current Grade Configuration at Queen Elizabeth Elementary (K-4) and Queensborough Middle (Gr. 5-8)

ELEMENTARY (Scenario #2)	ACTUALS	PROJECTIONS														
	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037
Connaught Heights Elementary																
Enrolment	152	160	151	151	148	145	139	140	143	146	147	148	148	148	148	148
Operating Capacity	**132**	**132**	**132**	**132**	**132**	**132**	**132**	**132**	**132**	**132**	**132**	**132**	**132**	**132**	**132**	**132**
Herbert Spencer Elementary																
Enrolment	503	491	492	484	483	460	462	463	456	456	450	446	444	443	443	443
Operating Capacity	**457**	**457**	**457**	**457**	**457**	**457**	**457**	**457**	**457**	**457**	**457**	**457**	**457**	**457**	**457**	**457**
F.W. Howay Elementary																
Enrolment	113	128	125	128	130	125	122	118	120	122	128	130	136	137	140	143
Operating Capacity	**174**	**174**	**174**	**174**	**174**	**174**	**174**	**174**	**174**	**174**	**174**	**174**	**174**	**174**	**174**	**174**
Skwo:wech Elementary																
Enrolment	427	435	423	443	447	456	470	477	499	515	531	543	554	561	569	577
Operating Capacity	**460**	**460**	**460**	**460**	**460**	**460**	**460**	**460**	**460**	**460**	**460**	**460**	**460**	**460**	**460**	**460**
Lord Tweedsmuir Elementary																
Enrolment	392	393	402	392	395	384	367	361	367	378	378	379	379	380	381	382
Operating Capacity	**370**	**370**	**370**	**370**	**370**	**370**	**370**	**370**	**370**	**370**	**370**	**370**	**370**	**370**	**370**	**370**
Lord Kelvin Elementary																
Enrolment	584	612	604	628	662	660	675	663	680	668	659	658	658	659	658	657
Operating Capacity	**419**	**419**	**419**	**419**	**419**	**419**	**419**	**419**	**419**	**419**	**419**	**419**	**419**	**419**	**419**	**419**
Qayqayt Elementary																
Enrolment	615	647	657	663	681	672	660	680	694	702	711	718	724	730	735	738
Operating Capacity	**502**	**548**	**594**	**594**	**594**	**594**	**594**	**594**	**594**	**594**	**594**	**594**	**594**	**594**	**594**	**594**
Queen Elizabeth Elementary*																
Enrolment	488	523	550	567	595	609	639	645	651	663	675	682	685	682	674	662
Operating Capacity	**274**	**274**	**274**	**577**	**577**	**577**	**577**	**577**	**577**	**577**	**577**	**577**	**577**	**577**	**577**	**577**
New Fraser River Elementary						Enrolment is subject to comprehensive school catchment and program location review											
Enrolment																
Operating Capacity						**565**	**565**	**565**	**565**	**565**	**565**	**565**	**565**	**565**	**565**	**565**
New Hume Park Elementary																
Enrolment																**
Operating Capacity																**519**
ELEMENTARY TOTAL	**2022**	**2023**	**2024**	**2025**	**2026**	**2027**	**2028**	**2029**	**2030**	**2031**	**2032**	**2033**	**2034**	**2035**	**2036**	**2037**
Enrolment	3,274	3,389	3,404	3,456	3,541	3,511	3,534	3,547	3,610	3,650	3,679	3,704	3,728	3,740	3,748	3,750
Operating Capacity	**2,788**	**2,834**	**2,880**	**3,183**	**3,183**	**3,748**	**3,748**	**3,748**	**3,748**	**3,748**	**3,748**	**3,748**	**3,748**	**3,748**	**3,748**	**4,267**
Elementary Capacity Surplus (Shortfall)	**(486)**	**(555)**	**(524)**	**(273)**	**(358)**	**237**	**214**	**201**	**138**	**98**	**69**	**44**	**20**	**8**	**0**	**517**
Elementary Capacity Utilization	**117%**	**120%**	**118%**	**109%**	**111%**	**94%**	**94%**	**95%**	**96%**	**97%**	**98%**	**99%**	**99%**	**100%**	**100%**	**88%**

***Queen Elizabeth Elementary enrolment in this table is based on current K-4 configuration**
****The timing of a proposed New Elementary School at Hume Park has been placed in 2037 (year 15) as it is subject to longer term residential growth and comprehensive school catchment and program location review**

With both new elementary schools included in this scenario located on the mainland and without an expanded addition to Queen Elizabeth Elementary, scenario #2 would not adequately address projected Grade K-5 enrolment growth in the geographically isolated Queensborough Community where enrolment at Queen Elizabeth Elementary is projected to remain well above capacity.

Scenario #2 – Middle Schools

Without an expanded addition to Queen Elizabeth Elementary to facilitate a move of Grade 5 students from Queensborough Middle to Queen Elizabeth Elementary included in scenario #2, a proposed 10-classroom addition to Queensborough Middle will be required as early as 2028.

In this scenario, district-wide middle school enrolment is projected to increase from 114% capacity utilization in 2022 to a peak of 132% by 2027. Capacity utilization will decrease to 116% upon completion of a proposed 10-classroom addition to Queensborough Middle in 2028 and decrease to 90% upon completion of a proposed 23-classroom middle school in the West End in 2029. Capacity utilization is then projected to continue to increase gradually to 98% by 2037.

MIDDLE (Scenario #2)	ACTUALS 2022	PROJECTIONS 2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037
Fraser River Middle																
Enrolment	631	631	642	679	683	708	729	776	770	778	788	822	828	833	838	846
Operating Capacity	**500**	**500**	**600**	**600**	**600**	**600**	**600**	**600**	**600**	**600**	**600**	**600**	**600**	**600**	**600**	**600**
Glenbrook Middle																
Enrolment	656	630	700	755	779	815	812	824	818	837	848	868	880	880	880	880
Operating Capacity	**575**	**575**	**575**	**575**	**575**	**575**	**575**	**575**	**575**	**575**	**575**	**575**	**575**	**575**	**575**	**575**
Queensborough Middle*																
Enrolment	371	386	408	451	487	528	539	526	536	527	538	546	552	567	580	590
Operating Capacity	**375**	**375**	**375**	**375**	**375**	**375**	**625**	**625**	**625**	**625**	**625**	**625**	**625**	**625**	**625**	**625**
New West End Middle Enrolment		Enrolment is subject to comprehensive school catchment and program location review														
Operating Capacity								**575**	**575**	**575**	**575**	**575**	**575**	**575**	**575**	**575**
MIDDLE TOTAL	**2022**	**2023**	**2024**	**2025**	**2026**	**2027**	**2028**	**2029**	**2030**	**2031**	**2032**	**2033**	**2034**	**2035**	**2036**	**2037**
Enrolment	1,658	1,647	1,750	1,885	1,949	2,051	2,080	2,126	2,124	2,142	2,174	2,236	2,260	2,280	2,298	2,316
Operating Capacity	**1,450**	**1,450**	**1,550**	**1,550**	**1,550**	**1,550**	**1,800**	**2,375**	**2,375**	**2,375**	**2,375**	**2,375**	**2,375**	**2,375**	**2,375**	**2,375**
Middle Capacity Surplus (Shortfall)	(208)	(197)	(200)	(335)	(399)	(501)	(280)	249	251	233	201	139	115	95	77	59
Middle Capacity Utilization	114%	114%	113%	122%	126%	132%	116%	90%	89%	90%	92%	94%	95%	96%	97%	98%

***Queensborough Middle enrolment in this table is based on current Gr. 5-8 configuration**

Scenario #2 – Secondary Schools

Scenario #2 proposes a new 25-classroom secondary wing expansion at Queensborough Middle in 2032 to accommodate projected Grade 9-12 enrolment growth in the Queensborough Community.

Prior to the new school opening in 2032, district-wide secondary enrolment is projected to increase from 100% capacity utilization in 2022 to 125% by 2031. Extended day or timetable modifications at New Westminster Secondary may be considered to address overcrowding prior to completion of the proposed secondary wing expansion at Queensborough Middle.

SECONDARY (Scenario #2)	ACTUALS 2022	PROJECTIONS 2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037
New Westminster Secondary																
Enrolment	2,026	2,131	2,200	2,210	2,244	2,270	2,343	2,381	2,488	2,526	2,533	2,523	2,513	2,551	2,626	2,741
Operating Capacity	**2,025**	**2,025**	**2,025**	**2,025**	**2,025**	**2,025**	**2,025**	**2,025**	**2,025**	**2,025**	**2,025**	**2,025**	**2,025**	**2,025**	**2,025**	**2,025**
New Secondary Wing Addition to Queensborough Middle Enrolment											Enrolment is subject to comprehensive school catchment and program location review					
Operating Capacity											**625**	**625**	**625**	**625**	**625**	**625**
SECONDARY TOTAL	**2022**	**2023**	**2024**	**2025**	**2026**	**2027**	**2028**	**2029**	**2030**	**2031**	**2032**	**2033**	**2034**	**2035**	**2036**	**2037**
Enrolment	2,026	2,131	2,200	2,210	2,244	2,270	2,343	2,381	2,488	2,526	2,533	2,523	2,513	2,551	2,626	2,741
Operating Capacity	2,025	**2,025**	**2,025**	**2,025**	**2,025**	**2,025**	**2,025**	**2,025**	**2,025**	**2,025**	**2,650**	**2,650**	**2,650**	**2,650**	**2,650**	**2,650**
Secondary Capacity Surplus (Shortfall)	(1)	(106)	(175)	(185)	(219)	(245)	(318)	(356)	(463)	(501)	117	127	137	99	24	(91)
Secondary Capacity Utilization	100%	105%	109%	109%	111%	112%	116%	118%	123%	125%	96%	95%	95%	96%	99%	103%

The proposed 25-classroom secondary wing expansion to Queensborough Middle in 2032 would alleviate capacity pressures at New Westminster Secondary and accommodate secondary school students residing on Lulu Island in the Queensborough community locally.

Scenario #2 (Combination of School Additions and New Schools with current grade configuration at Queen Elizabeth Elementary and Queensborough Middle) includes proposed expansions and new schools in all three communities, however, the current grade configuration is not consistent with the elementary (grade K-5) and middle school (grade 6 to 9) configuration for the rest of the School District. Scenario #2 is not desirable from an educational and facility management perspective and is not recommended for accommodating growth between 2023 and 2037.

Scenario #3 – Combination of more School Additions and New Schools with grade configuration changes at Queen Elizabeth Elementary (K-5) and Queensborough Middle (Gr. 6-8) beginning in 2025

This scenario would see an 8-classroom expansion in addition to the approved 13-classroom expansion to Queen Elizabeth Elementary, and the Ministry supported interior alterations creating 4-classrooms at both Qayqayt Elementary and Fraser River Middle. Two new elementary schools are proposed as part of scenario #3: one located at the Fraser River Middle / Simcoe Park site and a second located at Hume Park. This strategy also includes a new West End middle school and a future 25-classroom secondary wing expansion to Queensborough Middle School will be required. Concurrent to the 25-classroom secondary wing for secondary students at Queensborough middle, 5 classrooms would also be required to support the growing middle school population. The timing and scope of the middle school addition supporting middle school learners differs from scenario #2 as the proposed 8-classroom expansion at Queen Elizabeth Elementary would create capacity to move grade 5 students from Queensborough Middle to the elementary school in 2025.

Scenario #3 would provide 3,090 permanent new K-12 seats to New Westminster Schools by 2037.

New Westminster Schools is working on completing site acquisitions to expand the Queensborough Middle and Hume Park sites. The District is also working with the City to determine the feasibility of securing a future middle school site in the West End.

Scenario #3: Combination of more School Additions and New Schools with grade configuration changes at Queen Elizabeth Elementary (K-5) and Queensborough Middle (Gr. 6-8)

School	Project Description	Total Underway/ Proposed Seats	Actual Seats	Number of Classrooms Added By Year														
			2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037
Qayqayt Elementary *(Ministry supported interior alteration)*	4 classrooms	93		2	2													
Fraser River Middle *(Ministry supported interior alteration)*	4 classrooms	100			4													
Queen Elizabeth Elementary *(2 storey/ 13 classroom approved addition)*	13 classroom addition	303				13												
Queen Elizabeth Elementary *(Proposed expansion to accommodate grade reconfiguration)*	8 classroom addition	186				8												
New Fraser River Elementary School	4 kindergarten + 21 classrooms	565						25										
NEW West End Area Middle School	23 classrooms	575								23								
NEW Secondary Wing Addition to Queensborough Middle	25 classrooms	625											25					
Addition to Queensborough Middle for Grades 6 to 8 Growth	5 classrooms	125											5					
NEW Hume Park Elementary School	4 kindergarten + 19	519																23
Number of Classrooms added by Year				**2**	**6**	**21**		**25**		**23**			**30**					**23**
Proposed/Underway Additional Seats				**46**	**146**	**489**		**565**		**575**			**750**					**519**
Cumulative number of classrooms added to New Westminster Schools by Year				*2*	*8*	*29*	*29*	*54*	*54*	*77*	*77*	*77*	*107*	*107*	*107*	*107*	*107*	*130*
Cumulative number of seats added to New Westminster Schools by Year				*46*	*192*	*681*	*681*	*1,246*	*1,246*	*1,821*	*1,821*	*1,821*	*2,571*	*2,571*	*2,571*	*2,571*	*2,571*	*3,090*
Total K-12 Enrolment			6,958	7,167	7,354	7,551	7,734	7,832	7,957	8,054	8,222	8,318	8,386	8,463	8,501	8,571	8,672	8,807
Capacity (including underway/proposed seats)			6,263	6,309	6,455	6,944	6,944	7,509	7,509	8,084	8,084	8,084	8,834	8,834	8,834	8,834	8,834	9,353
Total Capacity Surplus (Shortfall)			**(695)**	**(858)**	**(899)**	**(607)**	**(790)**	**(323)**	**(448)**	**30**	**(138)**	**(234)**	**448**	**371**	**333**	**263**	**162**	**546**
% Utilization			**111%**	**114%**	**114%**	**109%**	**111%**	**104%**	**106%**	**100%**	**102%**	**103%**	**95%**	**96%**	**96%**	**97%**	**98%**	**94%**

Scenario #3 – Elementary Schools

In Scenario #3, district-wide elementary enrolment would remain above capacity until most of the proposed capital expansion projects are completed pursuant to the above table.

Overall capacity utilization for all elementary schools in the District is 117% in the current year and is expected to remain over 109% until four capital expansion projects are completed by 2027, after which utilization will remain between 88% to 99%. The completion of a new elementary school at Hume Park is estimated to be required in 2037 to address longer term growth.

The approved expansion project for Queen Elizabeth Elementary will need to be amended to include a 3rd storey with 8 more classrooms. The expanded addition proposed at Queen Elizabeth Elementary would create capacity to move Grade 5 students back from Queensborough Middle School in 2025 creating relief at this site in the short-term.

SD#40 - CAPITAL EXPANSION STRATEGY SCENARIO #3 - Combination of School Additions and New Schools
With Grade Configuration changes to Queen Elizabeth Elementary (K-5) and Queensborough Middle (Gr. 6-8) in 2025 to align with configuration of all other elementary and middle schools

ELEMENTARY (Scenario #3)	ACTUALS	PROJECTIONS															
	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037
Connaught Heights Elementary																
Enrolment	152	160	151	151	148	145	139	140	143	146	147	148	148	148	148	148
Operating Capacity	**132**	**132**	**132**	**132**	**132**	**132**	**132**	**132**	**132**	**132**	**132**	**132**	**132**	**132**	**132**	**132**
Herbert Spencer Elementary																
Enrolment	503	491	492	484	483	460	462	463	456	456	450	446	444	443	443	443
Operating Capacity	**457**	**457**	**457**	**457**	**457**	**457**	**457**	**457**	**457**	**457**	**457**	**457**	**457**	**457**	**457**	**457**
F.W. Howay Elementary																
Enrolment	113	128	125	128	130	125	122	118	120	122	128	130	136	137	140	143
Operating Capacity	**174**	**174**	**174**	**174**	**174**	**174**	**174**	**174**	**174**	**174**	**174**	**174**	**174**	**174**	**174**	**174**
Skwo:wech Elementary																
Enrolment	427	435	423	443	447	456	470	477	499	515	531	543	554	561	569	577
Operating Capacity	**460**	**460**	**460**	**460**	**460**	**460**	**460**	**460**	**460**	**460**	**460**	**460**	**460**	**460**	**460**	**460**
Lord Tweedsmuir Elementary																
Enrolment	392	393	402	392	395	384	367	361	367	378	378	379	379	380	381	382
Operating Capacity	**370**	**370**	**370**	**370**	**370**	**370**	**370**	**370**	**370**	**370**	**370**	**370**	**370**	**370**	**370**	**370**
Lord Kelvin Elementary																
Enrolment	584	612	604	628	662	660	675	663	680	668	659	658	658	659	658	657
Operating Capacity	**419**	**419**	**419**	**419**	**419**	**419**	**419**	**419**	**419**	**419**	**419**	**419**	**419**	**419**	**419**	**419**
Qayqayt Elementary																
Enrolment	615	647	657	663	681	672	660	680	694	702	711	718	724	730	735	738
Operating Capacity	**502**	**548**	**594**	**594**	**594**	**594**	**594**	**594**	**594**	**594**	**594**	**594**	**594**	**594**	**594**	**594**
Queen Elizabeth Elementary*																
Enrolment	488	523	550	699	713	745	763	777	788	796	811	822	828	830	823	812
Operating Capacity	**274**	**274**	**274**	**763**	**763**	**763**	**763**	**763**	**763**	**763**	**763**	**763**	**763**	**763**	**763**	**763**
New Fraser River Elementary						**Enrolment is subject to comprehensive school catchment and program location review**										
Enrolment																
Operating Capacity						**565**	**565**	**565**	**565**	**565**	**565**	**565**	**565**	**565**	**565**	**565**
New Hume Park Elementary																*
Enrolment																
Operating Capacity																**519**
ELEMENTARY TOTAL	**2022**	**2023**	**2024**	**2025**	**2026**	**2027**	**2028**	**2029**	**2030**	**2031**	**2032**	**2033**	**2034**	**2035**	**2036**	**2037**
Enrolment	**3,274**	**3,389**	**3,404**	**3,588**	**3,659**	**3,647**	**3,658**	**3,679**	**3,747**	**3,783**	**3,815**	**3,844**	**3,871**	**3,888**	**3,897**	**3,900**
Operating Capacity	**2,788**	**2,834**	**2,880**	**3,369**	**3,369**	**3,934**	**3,934**	**3,934**	**3,934**	**3,934**	**3,934**	**3,934**	**3,934**	**3,934**	**3,934**	**4,453**
Elementary Capacity Surplus (Shortfall)	**(486)**	**(555)**	**(524)**	**(219)**	**(290)**	**287**	**276**	**255**	**187**	**151**	**119**	**90**	**63**	**46**	**37**	**553**
Elementary Capacity Utilization	**117%**	**120%**	**118%**	**107%**	**109%**	**93%**	**93%**	**94%**	**95%**	**96%**	**97%**	**98%**	**98%**	**99%**	**99%**	**88%**

***Queen Elizabeth Elementary enrolment with Grade 5 students moved from Queensborough Middle in 2025**
*** Enrolment at New Hume Park Elementary is subject to comprehensive school catchment and program location review**

With Grade 5 students moved back to Queen Elizabeth Elementary from Queensborough Middle, scenario #3 would more effectively accommodate projected Grade K-5 enrolment growth in the geographically isolated Queensborough Community, while also eliminating a significant space shortfall for Grade 6-8 students at Queensborough Middle School.

Scenario #3 – Middle Schools

This Scenario includes a proposed new 23-classroom middle school in the West End which is anticipated to be completed in 2029 in addition to a 5-classroom middle school expansion which is to be completed concurrently with the new 25-classroom (625 capacity) secondary wing at Queensborough Middle in 2032.

At the middle school level, district-wide enrolment is projected to increase from 114% capacity utilization in 2022 to 126% by 2028. Upon completion of a proposed new 23-classroom middle school in the West End in 2029, district-wide middle school capacity utilization will decrease to 94% and gradually grow to 96% by 2037.

MIDDLE (Scenario #3)	ACTUALS	PROJECTIONS														
	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037
Fraser River Middle																
Enrolment	631	631	642	679	683	708	729	776	770	778	788	822	828	833	838	846
Operating Capacity	**500**	**500**	**600**	**600**	**600**	**600**	**600**	**600**	**600**	**600**	**600**	**600**	**600**	**600**	**600**	**600**
Glenbrook Middle																
Enrolment	656	630	700	755	779	815	812	824	818	837	848	868	880	880	880	880
Operating Capacity	**575**	**575**	**575**	**575**	**575**	**575**	**575**	**575**	**575**	**575**	**575**	**575**	**575**	**575**	**575**	**575**
Queensborough Middle*																
Enrolment	371	386	408	319	369	392	415	394	399	394	402	406	409	419	431	440
Operating Capacity	**375**	**375**	**375**	**375**	**375**	**375**	**375**	**375**	**375**	**375**	**500**	**500**	**500**	**500**	**500**	**500**
New West End Middle								**Enrolment is subject to comprehensive school catchment and program location review**								
Enrolment																
Operating Capacity								**575**	**575**	**575**	**575**	**575**	**575**	**575**	**575**	**575**
MIDDLE TOTAL																
Enrolment	1,658	1,647	1,750	1,753	1,831	1,915	1,956	1,994	1,987	2,009	2,038	2,096	2,117	2,132	2,149	2,166
Operating Capacity	**1,450**	**1,450**	**1,550**	**1,550**	**1,550**	**1,550**	**1,550**	**2,125**	**2,125**	**2,125**	**2,250**	**2,250**	**2,250**	**2,250**	**2,250**	**2,250**
Middle Capacity Surplus (Shortfall)	**(208)**	**(197)**	**(200)**	**(203)**	**(281)**	**(365)**	**(406)**	**131**	**138**	**116**	**212**	**154**	**133**	**118**	**101**	**84**
Middle Capacity Utilization	**114%**	**114%**	**113%**	**113%**	**118%**	**124%**	**126%**	**94%**	**94%**	**95%**	**91%**	**93%**	**94%**	**95%**	**96%**	**96%**

*Queensborough Middle enrolment with Grade 5 students moved to Queen Elizabeth Elementary in 2025

Scenario #3 – Secondary Schools

Scenario #3 also proposes a new 25-classroom secondary wing expansion at Queensborough Middle in 2032 to accommodate projected Grade 9-12 enrolment growth in the Queensborough Community.

Extended day or timetable modifications at New Westminster Secondary may be required as a temporary measure to address overcrowding prior to the new school opening.

It should be acknowledged that NWSS will be over capacity by 2037 which is a result of the mainland growth of New Westminster and that a larger high school at Queensborough will not adequately address the demands of growth.

SECONDARY (Scenario #3)	ACTUALS	PROJECTIONS														
	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037
New Westminster Secondary																
Enrolment	2,026	2,131	2,200	2,210	2,244	2,270	2,343	2,381	2,488	2,526	2,533	2,523	2,513	2,551	2,626	2,741
Operating Capacity	**2,025**	**2,025**	**2,025**	**2,025**	**2,025**	**2,025**	**2,025**	**2,025**	**2,025**	**2,025**	**2,025**	**2,025**	**2,025**	**2,025**	**2,025**	**2,025**
New Secondary Wing Addition to Queensborough Middle											**Enrolment is subject to comprehensive school catchment and program location review**					
Enrolment																
Operating Capacity											**625**	**625**	**625**	**625**	**625**	**625**
SECONDARY TOTAL																
Enrolment	2,026	2,131	2,200	2,210	2,244	2,270	2,343	2,381	2,488	2,526	2,533	2,523	2,513	2,551	2,626	2,741
Operating Capacity	2,025	**2,025**	**2,025**	**2,025**	**2,025**	**2,025**	**2,025**	**2,025**	**2,025**	**2,025**	**2,650**	**2,650**	**2,650**	**2,650**	**2,650**	**2,650**
Secondary Capacity Surplus (Shortfall)	**(1)**	**(106)**	**(175)**	**(185)**	**(219)**	**(245)**	**(318)**	**(356)**	**(463)**	**(501)**	**117**	**127**	**137**	**99**	**24**	**(91)**
Secondary Capacity Utilization	**100%**	**105%**	**109%**	**109%**	**111%**	**112%**	**116%**	**118%**	**123%**	**125%**	**96%**	**95%**	**95%**	**96%**	**99%**	**103%**

Scenario #3 (Combination of more School Additions and New Schools with grade configuration changes at Queen Elizabeth Elementary and Queensborough Middle) includes proposed expansions and new schools in all three communities and, with grade configuration changes in the Queensborough Community, is very desirable from an educational facility management perspective and is therefore the preferred facilities expansion scenario for accommodating enrolment between 2023 and 2037.

Recommended Strategy

The recommended strategy is a phased approach consistent with Scenario #3 as demonstrated below, which includes an expanded addition to Queen Elizabeth Elementary and grade configuration changes at Queen Elizabeth Elementary and Queensborough Middle beginning in 2025.

Recommended Strategy – Consistent with Scenario #3

ELEMENTARY SCHOOL	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037
CONNAUGHT HEIGHTS																
Enrolment:	152	160	151	151	148	145	139	140	143	146	147	148	148	148	148	148
Operating Capacity:	**132**	**132**	**132**	**132**	**132**	**132**	**132**	**132**	**132**	**132**	**132**	**132**	**132**	**132**	**132**	**132**
HERBERT SPENCER																
Enrolment:	503	491	492	484	483	460	462	463	456	456	450	446	444	443	443	443
Operating Capacity:	**457**	**457**	**457**	**457**	**457**	**457**	**457**	**457**	**457**	**457**	**457**	**457**	**457**	**457**	**457**	**457**
F.W. HOWAY																
Enrolment:	113	128	125	128	130	125	122	118	120	122	128	130	136	137	140	143
Operating Capacity:	**174**	**174**	**174**	**174**	**174**	**174**	**174**	**174**	**174**	**174**	**174**	**174**	**174**	**174**	**174**	**174**
NEW FRASER RIVER																
Enrolment:						Enrolment is subject to comprehensive school catchment and program location review											
Operating Capacity:						**565**	**565**	**565**	**565**	**565**	**565**	**565**	**565**	**565**	**565**	**565**
NEW HUME PARK																
Enrolment:																*
Operating Capacity:																**519**
SKWO:WECH																
Enrolment:	427	435	423	443	447	456	470	477	499	515	531	543	554	561	569	577
Operating Capacity:	**460**	**460**	**460**	**460**	**460**	**460**	**460**	**460**	**460**	**460**	**460**	**460**	**460**	**460**	**460**	**460**
LORD TWEEDSMUIR																
Enrolment:	392	393	402	392	395	384	367	361	367	378	378	379	379	380	381	382
Operating Capacity:	**370**	**370**	**370**	**370**	**370**	**370**	**370**	**370**	**370**	**370**	**370**	**370**	**370**	**370**	**370**	**370**
LORD KELVIN																
Enrolment:	584	612	604	628	662	660	675	663	680	668	659	658	658	659	658	657
Operating Capacity:	**419**	**419**	**419**	**419**	**419**	**419**	**419**	**419**	**419**	**419**	**419**	**419**	**419**	**419**	**419**	**419**
QAYQAYT																
Enrolment:	615	647	657	663	681	672	660	680	694	702	711	718	724	730	735	738
Operating Capacity:	**502**	**548**	**594**	**594**	**594**	**594**	**594**	**594**	**594**	**594**	**594**	**594**	**594**	**594**	**594**	**594**
QUEEN ELIZABETH*																
Enrolment:	488	523	550	**699**	713	745	763	777	788	796	811	822	828	830	823	812
Operating Capacity:	**274**	**274**	**274**	**763**	**763**	**763**	**763**	**763**	**763**	**763**	**763**	**763**	**763**	**763**	**763**	**763**
MIDDLE SCHOOL	**2022**	**2023**	**2024**	**2025**	**2026**	**2027**	**2028**	**2029**	**2030**	**2031**	**2032**	**2033**	**2034**	**2035**	**2036**	**2037**
FRASER RIVER																
Enrolment:	631	631	642	679	683	708	729	776	770	778	788	822	828	833	838	846
Operating Capacity:	**500**	**500**	**600**	**600**	**600**	**600**	**600**	**600**	**600**	**600**	**600**	**600**	**600**	**600**	**600**	**600**
GLENBROOK																
Enrolment:	656	630	700	755	779	815	812	824	818	837	848	868	880	880	880	880
Operating Capacity:	**575**	**575**	**575**	**575**	**575**	**575**	**575**	**575**	**575**	**575**	**575**	**575**	**575**	**575**	**575**	**575**
NEW WEST END MIDDLE																
Enrolment:								Enrolment is subject to comprehensive school catchment and program location review								
Operating Capacity:								**575**	**575**	**575**	**575**	**575**	**575**	**575**	**575**	**575**
QUEENSBOROUGH*																
Enrolment:	371	386	408	**319**	369	392	415	394	399	394	402	406	409	419	431	440
Operating Capacity:	**375**	**375**	**375**	**375**	**375**	**375**	**375**	**375**	**375**	**375**	**500**	**500**	**500**	**500**	**500**	**500**
SECONDARY SCHOOL	**2022**	**2023**	**2024**	**2025**	**2026**	**2027**	**2028**	**2029**	**2030**	**2031**	**2032**	**2033**	**2034**	**2035**	**2036**	**2037**
NEW WESTMINSTER																
Enrolment:	2,026	2,131	2,200	2,210	2,244	2,270	2,343	2,381	2,488	2,526	2,533	2,523	2,513	2,551	2,626	2,741
Operating Capacity:	**2,025**	**2,025**	**2,025**	**2,025**	**2,025**	**2,025**	**2,025**	**2,025**	**2,025**	**2,025**	**2,025**	**2,025**	**2,025**	**2,025**	**2,025**	**2,025**
NEW SECONDARY WING AT QUEENSBOROUGH																
Enrolment:											Enrolment is subject to comprehensive school catchment and program location review					
Operating Capacity:											**625**	**625**	**625**	**625**	**625**	**625**
DISTRICT TOTALS	**2022**	**2023**	**2024**	**2025**	**2026**	**2027**	**2028**	**2029**	**2030**	**2031**	**2032**	**2033**	**2034**	**2035**	**2036**	**2037**
Total K-12:	6,958	7,167	7,354	7,551	7,734	7,832	7,957	8,054	8,222	8,318	8,386	8,463	8,501	8,571	8,672	8,807
Capacity:	**6,263**	**6,309**	**6,455**	**6,944**	**6,944**	**7,509**	**7,509**	**8,084**	**8,084**	**8,084**	**8,834**	**8,834**	**8,834**	**8,834**	**8,834**	**9,353**
Capacity Surplus (Shortfall)	**(695)**	**(858)**	**(899)**	**(607)**	**(790)**	**(323)**	**(448)**	**30**	**(138)**	**(234)**	**448**	**371**	**333**	**263**	**162**	**546**

*With Grade 5 students moved from Queensborough Middle (Gr. 6-8) to Queen Elizabeth Elementary (K-5) in 2025

Additional studies as to the precise timing and sizing of the proposed additions and new schools will need to be conducted, with the LRFP and Capital Plan adjusted accordingly. The following sections of the LRFP include detailed space utilization considerations for each 'Communities of Schools' region for implementation of the recommended capital expansion strategy.

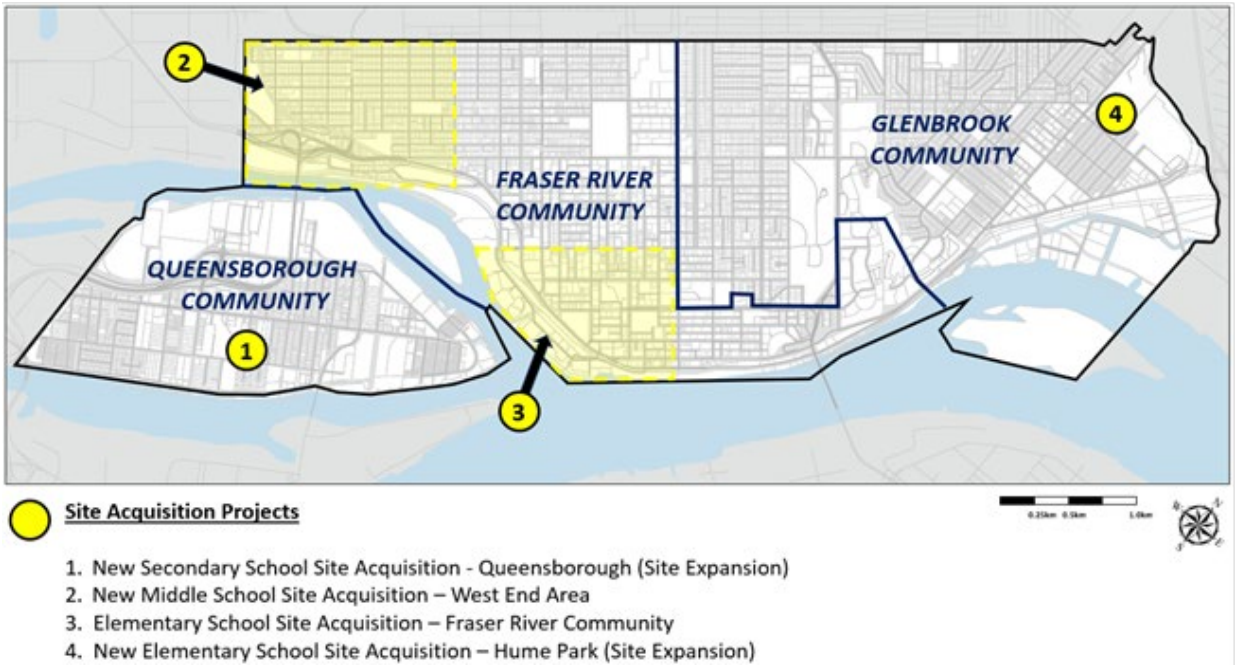
Strategic Recommendations 7.1 – School District Capacity Expansion Scenarios

- ***Ensure that all learners are counted and projected enrolment is as accurate as possible in determining the space requirements for capital projects and associated Ministry funding.***
- ***Determine more precisely, the possibility, timing, and financial viability of site acquisitions to facilitate the future expansion of Queensborough Middle with a new Secondary Wing and the development of a new elementary school at Hume Park.***
- ***Collaborate with the City of New Westminster and the development community to identify opportunities to locate a new middle school in the West End area of New Westminster.***
- ***Support the space utilization and expansion strategies for the Queensborough, Fraser River, and Glenbrook Communities summarized in the Long Range Facilities Plan.***
- ***Support amending the approved addition to Queen Elizabeth Elementary to include a 3rd storey with 8 additional classrooms.***
- ***Upon completion of the expanded addition to Queen Elizabeth Elementary, support relocating Grade 5 students back from Queensborough Middle to Queen Elizabeth Elementary, resulting in a grade configuration at both schools that is consistent with the rest of the District.***

CHAPTER 9 - SUMMARY OF RECOMMENDATIONS

9.1 SUMMARY OF EXPANSION AND SITE ACQUISITION RECOMMENDATIONS

The "priority map" below provides a visual representation of recommended new school sites and site expansions for the District to accommodate projected enrolment growth.



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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 should 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 funding approval of the new K-5 Fraser River Elementary school currently in design phase, with a nominal capacity of 80K + 525E, 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 + 475E, to address long term growth in the Glenbrook Community beyond 2037.
- Pursue a site acquisition in the Fraser River Zone for another K-5 elementary school to address long term growth in the Fraser River Community beyond 2037.

2. <u>Middle School Recommendation</u>:

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

- pursue a site acquisition in the West End for a new 575 operating capacity (605 nominal capacity) middle school in the Fraser River Community to relieve projected enrolment shortfall at both Fraser River Middle and Glenbrook Middle.
- pursue a site acquisition to expand the Queensborough Middle site to accommodate a 125 capacity middle school addition, combined with a 625 capacity Secondary Wing (see below).

3. <u>Secondary School Recommendation</u>:

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 to expand the Queensborough Middle site to a size suitable for a 625 capacity Secondary Wing expansion to accommodate the rapidly growing secondary school age population locally in the Queensborough Community.
- Consider alternatives for secondary school expansion to New Westminster Secondary.

4. <u>Alternate Program Recommendations</u>:

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

9.2 SUMMARY OF STRATEGIC RECOMMENDATIONS

In addition to the recommended expansion strategy above, New Westminster Schools should consider the following strategic recommendations highlighted throughout this plan:

- Allow flexibility to provide grade configuration options for unique circumstances or to locate programs to support specific student needs.
- Review locations and long-term accommodation requirements of District Choice Programs and Alternate Programs.
- Explore use of District space to replace existing leased premises for existing Alternate Programs.
- Continue to closely monitor recently approved, ongoing, and future residential development applications in the City of New Westminster
- Collaborate with Metro Vancouver and City of New Westminster on determining the timing and impact of land use development plans and policy initiatives on school-age population growth in the District.
- Continue to manage available space based on existing practice to support before and after school child care and community uses in schools where practical.
- Where space is not available within schools for child care facilities, the District should support initiatives by community partners in the provision of child care, early learning, and before and after school programming across communities.
- A comprehensive School Catchment Program Location and Grade Configuration Review should be considered to align student accommodation with proposed 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 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.
- Explore options to replace leased spaces for program accommodation with more permanent, suitable and financially sustainable location solutions preferable on District-owned sites.
- Explore short-term and long-term strategies to maximize the utilization of existing facilities in areas of high enrolment growth which may include:
    - Increasing childcare on school grounds, prioritizing before and after school care for school age children only.
    - Sustainable Cohort Management, to accommodate projected school age population within operational capacities of schools.

  - Timetable modification for Middle and Secondary schools as a temporary measure, where overcrowding emerges and where adding portable classrooms is not an option due to site limitations.
  - Establishing a 3-year portable placement strategy to accommodate enrolment growth in consultation with City of New Westminster.

- Work closely with Coast Mountain Bus Company and TransLink to coordinate appropriate Transit bus routes and schedules for Students attending New Westminster Secondary.
- Continue to support organized ride share programs for New Westminster Secondary students residing in the Queensborough community.
- Encourage community transportation safety improvements by the City of New Westminster and other community partners to promote active transportation.
- Strive to maintain all schools in Good/Fair condition with a target Facility Condition Index of 0.3 or lower.
- Strive to reduce seismic risk at schools when completing school expansions, ongoing maintenance, and minor capital improvements.
- Explore options 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 or timetable modifications for Middle and Secondary schools as a temporary measure, where overcrowding emerges, and portable location is not an option due to site limitations.
- Advocate for additional government funding in the form of the Annual Facilities Grant and School Enhancement Program to reduce any deferred maintenance and extend the useful life of schools.
- Advocate for additional government funding for HVAC system upgrades and replacement to support the improvement of ventilation in school district facilities.
- Identify physical accessibility barriers to and within district facilities and advocate for government funding to improve physical accessibility through building upgrades or capital improvements.
- Advocate for additional government funding in the form of the Carbon Neutral Capital Program, with innovative projects to achieve carbon neutrality.
- Identify opportunities to improve energy efficiency, climate resiliency and sustainability of all facilities through capital improvements.
- Ensure that all learners are counted and projected enrolment is as accurate as possible in determining the space requirements for capital projects and associated Ministry funding.
- Determine more precisely, the possibility, timing, and financial viability of site acquisitions to facilitate the future expansion of Queensborough Middle with a new Secondary Wing, and to facilitate the development of a new elementary school at Hume Park.

- Collaborate with the City of New Westminster and the development community to identify opportunities to locate a new middle school in the West End area of New Westminster.
- Support the space utilization and expansion strategies for the Queensborough, Fraser River, and Glenbrook Communities summarized in the Long Range Facilities Plan.
- Support amending the approved addition to Queen Elizabeth Elementary to include a 3rd storey with 8 additional classrooms.
- Upon completion of the expanded addition to Queen Elizabeth Elementary, support relocating Grade 5 students back from Queensborough Middle to Queen Elizabeth Elementary, resulting in a grade configuration at both schools that is consistent with the rest of the District.

New Westminster Schools

School District No. 40 (New Westminster)

Supplement to: **OPERATIONS POLICY AND PLANNING MEETING**

Date: October 5, 2023

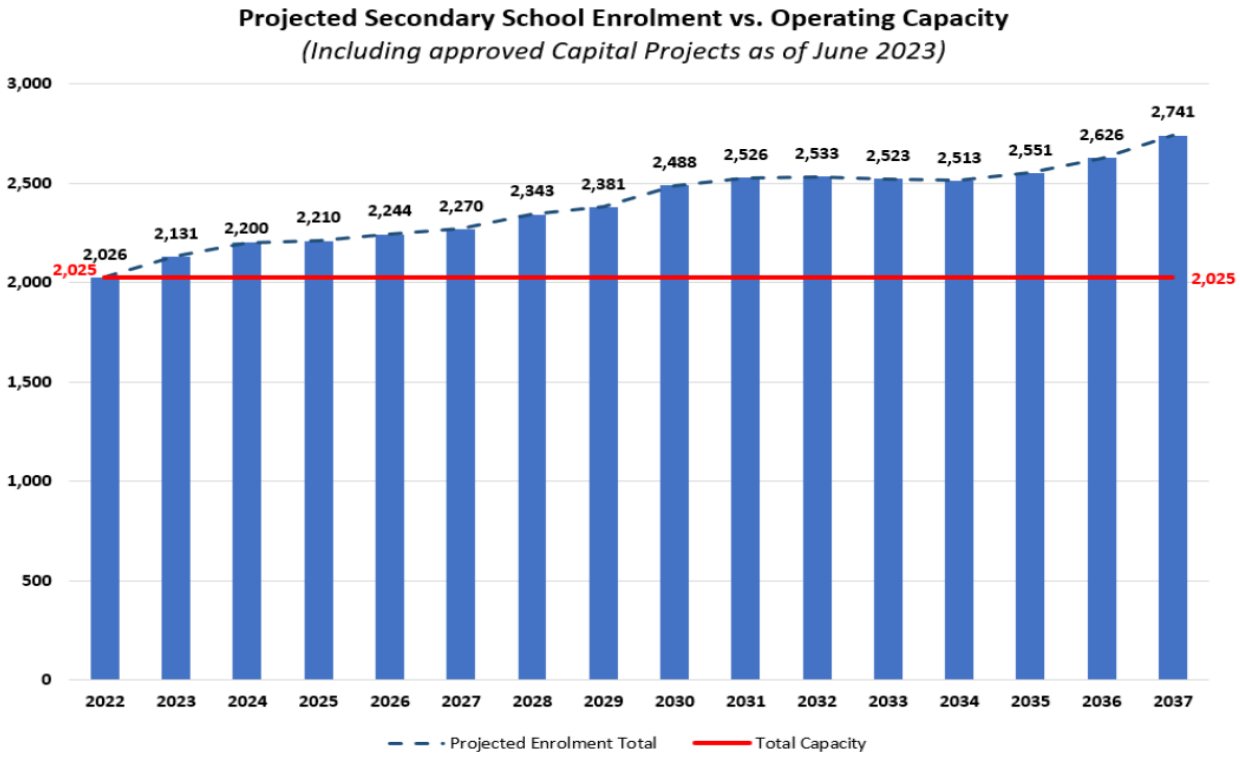
Submitted by: Bettina Ketcham, Secretary-Treasurer

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

Subject: NWSS Capacity Creation Strategies Update

Background:

Further to the update provided at the September 26, 2023 regular open board meeting where staff had indicated that NWSS was facing capacity pressures, below is an update on work staff are doing in order to identify space to create capacity for the 24/25 school year and beyond.



Presently, staff are exploring the following strategies for the Board's consideration. A decision for the 24/25 school year will be required at the December Board meeting to help inform programming decisions to commence school year planning, capital requests and/or budget decisions.

Timetable modification

Work has begun to understand what a modification to the timetable would look like with various options being investigated. Staff have been informed of this possibility with subcommittees being formed at the site level for further discussion. Information gathering has been conducted with other metro district colleagues to understand how some other schools have implemented a timetable modification to accommodate increased enrolment. In addition, we have also sent a survey to students to gain input on potential changes to their student experience resulting from a timetable change. On October 10th at the Education meeting, an update will be provided by the NWSS team on these conversations and work taken place.

Programming considerations including International Education

Staff are investigating various programs at NWSS including its international education program. At present, we are reviewing classes with low participation to examine in future how to better optimize program offerings and meet the demand of courses with higher student interest or need which will hopefully lead to better space utilization.

In addition, NWSS has 164 international students attending the school which are excluded from the numbers in the table above. These international students bring a rich tapestry of culture to the school and are a valuable student population. However, as regular enrollment continues to grow, options to investigate the size of the program or placement of these students within the District will need to be closely monitored. It should be noted, however, that reductions to international programming will have significant budget impacts due to the decrease in international tuition revenues. These revenues presently support many staffing and other resources outside international education that are only possible due to this stream of funding.

Portables

In addition to the above, staff are also exploring the use of portables as a strategy for increased enrolment. Portables that are purchased come out of the District's operating budget. With a longer-term strategy in mind and the need to build a school hub, the District is investigating a grouping of 10 portables complete with bathrooms, meeting rooms and ancillary spaces which will be in excess of $4 million. Given the cost, the

District may not be able to achieve the overall desired scale immediately due to cost and timing/availability of these portables. Adding to the complexity would be that the only place to put portables on the NWSS site would be off the end of the gymnasiums which is an archeological heritage area as well as a site that is highly utilized by the public. Furthermore, the use of portables does not increase the capacity for specialty space for programs such as the arts, athletics and shop spaces. While it works well for creating academic spaces, because of the inability to expand specialty areas using this strategy, its benefits are limited.

Interior renovations

The District is looking at the existing floor plan to possibly identify areas that may lend themselves to create additional instructional space. As per the above discussion on portables, interior renos would not yield creation of specialty areas and likely be limited to academic rooms only. The costs of renovations would be significant and would require funding from the Ministry of Education and Childcare to support the work. The timelines on approval would be out of the District's control.

Next Steps

Staff will bring back a report in November with further information based on the options being investigated above. As noted previously, a decision will need to be made by the December board meeting to action a plan for the 24/25 school year. Continued discussions and planning will also need to be had to consider future year's enrolment and how to ensure we create sufficient space until permanent capacity is created. Over time, it may be that all the above are implemented though it will be important to determine the sequencing due to impacts to programming, budget and optimizing existing space utilization.

SNOW REMOVAL

Background

The District recognizes its responsibility to maintain a safe environment on its schools' grounds. In recognition of that responsibility and recognizing the City of New Westminster's Traffic Bylaw related to snow removal, the District has established procedures for snow removal on sidewalks around schools.

Procedures

1. When there is a significant snowfall (five centimeters or more of snow accumulation), the District will assign staff and/or contract with a company to commence snow removal to make every reasonable effort to comply with the City Bylaw, which requires removal of snow and ice from sidewalks not later than 10:00 a.m. on the day after the snow or ice was deposited thereon.

2. First priority for District staff will be removing snow to enable safe access to and egress from school district owned buildings and property, as per site priority walkway maps that the Principal reviews yearly with Manager of Maintenance~~.~~

3. Second priority will be removing snow from sidewalks adjacent to school district owned property and non-school parking lots~~.~~

~~3.~~4. Maintenance will make every effort to have all school district owned parking lots cleared by 8:00 the morning after a snowfall

Reference: *Sections 20, 22, 23, 65, 85 School Act*
Occupational Health and Safety Regulation
National Building Code
National Fire Code

SD No. 40 (New Westminster)

Adopted: May 30, 2017
Amended: October 3, 2023

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FACILITIES PLANNING

Background

The District will strive to provide school buildings and grounds that will offer the best possible environment, within financial and space limitations, for learning and teaching.

The District specifically aims towards:

- Planning new buildings and alterations that support the District's educational philosophy and goals;
- Building and remodeling facilities that are safe and healthy for the people who use them;
- Building and remodeling facilities that are accessible to physically challenged persons, within the practical limitations of the District's physical building and financial resources;
- Prioritizing the creation of before and after school care for school-aged learners; and
- Choosing building and remodeling designs that facilitate low maintenance and the conservation of energy.

Sound planning for the upgrading and/or modernization of schools, or for additions to existing schools and/or the construction of new schools is essential. In order to enhance the planning process, stakeholders are invited to participate. Well-designed facilities contribute to optimum learning environments for students.

Procedures

~~1. The Superintendent will ensure demographic data collection and will report on enrolment projections annually to the Board.~~

~~2. The Director, Facilities and Operations will conduct audits of all District facilities annually. This audit will include:~~

~~2.1 Enrollment and capacity statistics for each school.~~

~~2.2 Analysis of the structural, mechanical and electrical components of each school.~~

~~3. In collaboration with principals, the Director, Facilities and Operations is responsible for the efficient use of facility space.~~

1. The Secretary-Treasurer shall ensure the Long-Range Facilities Plan (LRFP) is kept updated and considers school district needs which are driven by enrolment and capacity considerations. The LRFP shall guide Board of Education decisions regarding capital asset management and capital plan submissions, both in terms of facility operations and educational programming. The LRFP shall use at least a ten-year planning horizon especially where local

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government is actively pursuing extended land use planning and lengthier residential development growth strategies, which may directly influence the growth of student enrolment in different areas of the school district.

2. The LRFP shall be updated every five years unless deemed necessary to be updated more frequently by the Secretary-Treasurer.

3. The District will collaborate early in the planning process with municipal authorities to on significant capital projects including land acquisitions for new schools or school expansions.

4. The Director of Facilities and Operations will conduct space reviews of all District facilities annually. This review will include:

   4.1 Enrollment and capacity statistics for each school.

   4.2 Analysis of the structural, mechanical and electrical components of each school.

5. In collaboration with principals and the Director of Facilities and Operations, the Secretary-Treasurer is responsible for the efficient use of facility space.

6. Where space permits, and funding available, the District will prioritize the creation of before and after school care spaces for school-aged learners as part of its capital projects or maintenance and renovation projects.

7. The District undertakes projects within the following two basic categories:

   7.1 Capital Projects (funded from the Ministry of Education and Childcare Capital funding) - Those projects that provide new space (new school or addition) or rejuvenate or replace existing space.

      7.1.1 The Secretary-Treasurer will prepare a draft Annual Five-Year Capital Plan Submission to be approved by the Board of Education, which is used by the Ministry to determine which priority capital projects may be included in the Ministry's Capital Plan for the following fiscal year. The Five-Year Capital Plan for major capital projects will be based on the District's LRFP.

      7.1.2 A project Steering Committee will be established for each capital project, consisting of the Director of Capital Projects, Director of Facilities and Operations, Associate Superintendent or designate, and any relevant consultants. The Steering Committee will oversee the management of the project and will provide input and approval on key program requirements, design, scheduling and funding issues submitted by the Working Committee.

      7.1.3 A project Working Committee will be established, consisting of the Director of Capital Projects, Associate Superintendent, Principal, and any consultants, to develop and review program requirements, design options, costing and details.

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7.1.4 A consultation will be held which will include the staff and school community benefitting from the school project.

7.1.5 The detailed design and preliminary cost estimate will be finalized by the project Steering Committee including desired architectural changes and improvements, seismic resistance upgrading (if relevant), code requirements, systems replacements or improvements, and special items (e.g. noise abatement, asbestos removal). The plan will be submitted to the Ministry of Education and Childcare and City of New Westminster for the appropriate funding and permit approvals.

7.1.6 Once approved, working drawings and detailed plans will be completed as required, and all necessary permits will be obtained. Subject to Ministry approval, the work will be assigned to District forces or, through a public tender process, to an outside contractor. A schedule for construction activities will be developed in conjunction with the Principal, the consultant and the construction team.

7.2 Maintenance and Renovation Projects (funded from operating/Annual Capital Grant budgets) are intended to maintain, repair or upgrade existing space. Projects include, but are not limited to, roof replacement, mechanical and electrical system upgrades, building fabric restoration, loss prevention, asbestos abatement, access for the physically challenged, technology infrastructure upgrades, site servicing and upgrades, health and safety upgrades and functional improvements.

7.2.1 The Director of Facilities and Operations will identify priorities for facility requirements are based on the annual review and assessment conducted as per procedure 4 above and will bring forward:

7.2.1.1 The Annual Facilities Grant (AFG) expenditure plan to share for information with the Board of Education no later than May 31 each year; and

7.2.1.2 The draft Capital Plan for minor capital projects to the Board for its consideration and approval, in time for the September 30th annual submission date including the need for work under the following submission categories:

7.2.1.2.1. School Enhancement Program (SEP);

7.2.1.2.2. Carbon Neutral Capital Program (CNCP);

7.2.1.2.3. Bus Acquisition Program (BUS);

7.2.1.2.4. Playground Equipment Program (PEP) and

7.2.1.2.5. School Food Infrastructure Program (FIP).

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New Westminster Schools

4. The Director, Facilities and Operations will recommend new school buildings and building additions for the District. Recommendations will be supported with the following data:

4.1 The general area to be served and its estimated student population present and projected for three years.

4.2 The type and number of facilities to be requested.

4.3 Plans for school buildings.

4.4 All school buildings will be constructed by contract or by a scheme of construction approved by the Minister of Education.

5. The District will collaborate with municipal authorities to ensure that adequate and appropriate land is made available for school purposes.

6. The Director of Facilities and Operations will identify priorities for facility requirements and will bring forward a draft Capital Plan to the Board for its consideration

7. The District intends:

7.1 To provide facilities that reflect the requirements of school programs subject to the constraints of:

7.1.1 The District's longer-term financial position; and

7.1.2 Student population and location.

7.2 To provide facilities that are aesthetically attractive.

7.3 To maintain or upgrade existing facilities to established program and/or safety standards.

7.4 To ensure that custodial standards are developed and applied.

7.5 To ensure that its facilities are available to the public on a reasonable basis.

Reference: Sections 20, 22, 23, 65, 85 School Act

SD No. 40 (New Westminster)

Adopted: May 30, 2017
Revised: October 2023

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ACCESS TO BUILDINGS

Background

The Principal is delegated the authority to issue school keys ~~and codes~~,alarm codes and fob cards to staff members. ~~They~~ ~~He/she, in turn~~The Principal~~,~~ ~~accepts~~ is responsib~~le~~~~ility~~ for the security of the school and for ensuring that it is used only for activities and purposes approved by the District.

The Director of Facilities and Operations is delegated the authority to issue keys and codes to all non-school buildings and those issued to contractors doing work on schools and non-school buildings. ~~He/she, in turn, accepts responsibility for the security of non-school buildings.~~

Procedures

1. The Principal shall maintain a key ~~and code~~,alarm code and fob card inventory.

2. For purposes of security and maintenance, the Director of Facilities and Operations has the ~~sole~~ responsibility for having keys cut. The supply of master keys is to be kept to a minimum.

3. Locks may be changed only by the Director of Facilities and Operations and only after having received the concurrence of the Principal~~.~~ ~~and the Superintendent~~.

4. The Director of Facilities and Operations shall maintain a key and code inventory for non-school buildings~~.~~ and ~~will~~ keep an inventory of keys and fobs distributed to contractors approved to be onsite for necessary maintenance repairs.

5. Lost keys or FOB cards will immediately be notified by the Principal to the Director of Facilities and Operations to assess the risk and need to change locks and or deactivate lost FOB cards.

~~6.~~ 7. The return of keys and fobs to the Principal is required immediately when a staff member is transferred or not employed by our school district anymore

Reference: *Sections 20, 22, 23, 65, 85 School Act*
Occupational Health and Safety Regulation
National Building Code
National Fire Code

SD No. 40 (New Westminster)

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Adopted: May 30, 2017
Revised: October 4, 2023

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CHEMICAL AND HAZARDOUS WASTE MANAGEMENT

Background

The District believes it has a responsibility for the safety and physical protection of its staff members and students.

Principals shall ensure that hazardous materials are handled safely by staff members. The District will implement an effective chemical management plan that meets federal and provincial standards in each of its facilities.

Procedures

1. The ~~Superintendent or designate~~ Director of Facilities and Operations is responsible for establishing and maintaining a plan for the proper disposal and storage of chemicals and hazardous waste in all areas of District operation, including instructional, custodial/maintenance, clerical support, transportation and others.

2. Principals are responsible for ensuring the appropriate purchase, proper storage and safe usage of chemicals used in instructional activities.

3. The Principal shall provide for training for teachers who are required to handle hazardous materials. The teachers will be provided with instructions and the necessary written materials about health hazards of materials that they may be using in the workplace.

4. The Director of Operations and Facilities shall provide training custodial and maintenance staff who are required to handle hazardous materials. The custodial and maintenance staff will be provided with instructions and the necessary written materials about health hazards of materials that they may be using in the workplace.

5. All staff members handling chemicals shall be familiar with the use of the chemical and thoroughly read the label on the container.

6. All staff members shall follow Occupational Health and Safety regulations and guidelines in handling chemicals.

7. All staff members shall be aware how to electronically access ~~Material~~ Safety Data Sheets (~~M~~SDS).

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8. All staff members handling chemicals shall be familiar with the first aid treatment of an accident as explained on the ~~M~~SDS.

9. All staff members handling chemicals shall be familiar with their responsibility regarding the reporting of a chemical related accident.

10. All staff members must be provided with instruction that is to include a description of all the mandatory and performance-oriented aspects of the Workplace Hazardous Materials Information System (WHMIS) and the employer and employee responsibilities.

11. All obsolete chemicals must be disposed of in accordance with all current legislation with regards to Transportation of Dangerous Goods and only through a company registered in British Columbia on a timely basis.

12. Principals shall be responsible for the safe handling of hazardous chemicals by all staff members in the schools.

13. Teachers shall be responsible for the safe handling of hazardous chemicals by aides or students.

14. Facilities are not authorized to transport chemical and hazardous waste materials between sites or the transport of hazardous waste to the recycler. The District will engage the services of an approved and licensed Hazardous Waste removal contractor.

Reference: *Sections 17, 20, 22, 23, 65, 85 School Act*
Transportation of Dangerous Goods Act
Health Act
Occupational Health and Safety Regulation

SD No. 40 (New Westminster)

Adopted: May 30, 2017
Amended: October 4, 2023

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PESTICIDE APPLICATIONS ~~SPRAYING OF SCHOOL GROUNDS~~

Background

The protection and enhancement of our environment is necessary to maintain the quality of life.

Procedures

1. Pesticides must be approved by ~~the Medical Health Officer~~Health Canada and be Government-approved. Pesticides are to be applied by a certified applicator.

2. Only a minimum of pesticides consistent with the problem are to be used.

3. Types of pesticides are to be kept to a minimum and monthly usage is to be reported to the Medical Health Officer.

~~4. There will be no spraying or use of chemicals unless weather conditions are favourable. (i.e.: calm, no prevailing winds).~~

~~5. All spraying will take place within the hours of 5:00 a.m. - 7:00 a.m. with a low-pressure sprayer only.~~

~~6.~~4. No spraying will take place while grounds are occupied by students or anyone else.

~~7. Areas to be sprayed are: under fences, around curbs and walks, and adjacent to walls at ground level only.~~

~~8. No trees or shrubs are to be sprayed as a high-pressure pump has to be used, therefore causing over-spray. Where a problem exists with trees or shrubs, a systemic chemical will only be used according to the regulations that apply to the product being used at the time.~~

~~9.~~5. Safety clothing will be supplied as required by the District and must be worn at all times where it is warranted for the safety of the applicator.

~~10. Chemicals will be used only where necessary after a visual inspection of grounds by the Supervisor of Operations and the applicator.~~

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~~11.~~6. The Principal will be advised 24 hours in advance of the intended application of pesticides.

~~12. Any internal area sprayed must be left vacant for a minimum of 48 hours following spraying.~~

Reference: *Sections 17, 20, 22, 23, 65, 85 School Act*
Transportation of Dangerous Goods Act
Health Act
Occupational Health and Safety Regulation

SD No. 40 (New Westminster)

Adopted: May 30, 2017
Amended: October 3, 2023

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New Westminster Schools

ADMIN PROCEDURES MANUAL
Administrative Procedure 565

CROSSING GUARDS

Background

Crossing Guards are necessary for the safety of students in traffic when specific conditions exist and when no other means to ensure student safety are feasible.

Therefore, the District supports the establishment of Crossing Guards when:

- The crosswalk is on a provincially designated arterial road or highway; and
- ~~No traffic control signal is operating at the crossing; and~~
- A continuing safety hazard to children cannot be overcome in a less costly way.

The ~~Secretary-Treasurer~~ Manager of Operations and Transportation may, at his/her discretion, establish a temporary patrol to meet short-term hazardous situations.

Procedures

1. The ~~Secretary-Treasurer~~ Manager of Operations and Transportation is the contact for all matters related to the safety of students in traffic.
2. Upon receiving a request or hearing a concern related to the safety of students in traffic, the ~~Secretary-Treasurer~~ Manager of Operations and Transportation would review the matter, analyze the data and recommend action to the Superintendent.
3. If the recommended action involves the removal or addition of a Crossing Guard, the issue will be taken to the City of New Westminster who has also partnered with British Columbia's leading active and safe route to schools consultants – HUB and Active School Travel (HAST). ~~Traffic Advisory Committee by the Secretary-Treasurer for its review and recommendations. The Secretary-Treasurer will report on the proposed action to the Superintendent who will advise the Board.~~

~~When a Crossing Guard is removed or the request for a Crossing Guard is denied, the Principal of the school shall, in writing, notify all parents to advise them of the decision and encourage them to make provisions for the safe conduct of their children to and from school.~~

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Reference: Sections 8, 20, 22, 65, 85 School Act

SD No. 40 (New Westminster)

Adopted: May 30, 2017

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