



**PUBLIC MEETING  
OF THE BOARD OF EDUCATION**

Wednesday, May 25, 2011  
6:00 p.m.

District Education Office  
22225 Brown Avenue  
Boardroom

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**AGENDA**

*"Decision and determination are the engineers and firemen of our train to opportunity and success"*

**A - OPENING PROCEDURES**

1. Call to Order
2. Correspondence
  - i. Hon. Minister George Abbott – Ministry of Education\*
  - ii. Christian Lavoie, Director – Health Canada\*
  - iii. Elementary Band Matter\*\*
3. Ordering of Agenda

**B- CONFIRMATION OF MINUTES**

1. May 11, 2011\*

**C – PRESENTATIONS**

1. Rory Payment: Laptop Inquiry Project
2. Dani Zagar: Global Studies Trip to Africa

**D – DELEGATIONS**

**E – CHAIR REPORT**

**F – DEFERRED ITEMS**

**G – TRUSTEE MOTIONS**

**H – CHIEF EXECUTIVE OFFICER'S REPORT**

1. Decision Items
  - a) Superintendent of Schools
  - b) Deputy Superintendent
  - c) Secretary Treasurer
    - i. PMSS Artificial Turf Field – Operating Agreement\*
2. Information Items
  - a) Superintendent of Schools
  - b) Deputy Superintendent
  - c) Secretary Treasurer
    - i. Ministry of Education – New Funding and Property Loss Changes\*
    - ii. Declining Enrolment / Facilities Utilization Report\*
    - iii. School Closures – Transition Report\*
    - iv. Off-Leash Dog Park Update\*

\*Enclosure

\*\*To Be Distributed

## **I – COMMITTEE BUSINESS**

1. Committees of the Whole
  - a) 2010 - 2011 Finance
  - b) 2011 - 2012 Budget
  
2. Committee & Advisory Committee Reports
  - a) Education Committee
  - b) Human Resources Committee
  - c) Inclusive Education
  - d) Policy Advisory Committee
  - e) Aboriginal Education Committee
  - f) French Immersion Advisory Committee
  - g) Anti-Vandalism Advisory Committee
  - h) Communications Advisory
  - i) District Student Advisory Committee
  - j) Social Wellness Committee
  - k) Historical Committee
  - l) Advocacy Committee

## **J – QUESTION PERIOD**

1. Trustee Questions
  - a) Meeting with Hon. Minister George Abbott – Trustee Huber
2. Staff Questions
3. Public Questions
4. DPAC Questions
5. Employee Group Questions

## **K – TRUSTEE REPORTS**

1. Ridge Meadows Education Foundation
2. Joint Parks and Leisure Services
3. Social Planning Advisory
4. Municipal Advisory & Accessibility
  - a) Rick Hansen 25 Year Anniversary – Trustee Huber
5. Ridge Meadows Community Arts Council
6. BC School Trustee Association Provincial Council
7. District Parent Advisory Council
8. Tzu Chi Foundation
9. Youth Society Committee
10. External Representative Reports
11. Board Liaison Representative Reports
12. Other Trustee Reports
  - a) Good News Items
  - b) Public Disclosure of Closed Meeting Business\*

## **L – OTHER BUSINESS**

## **M – ADJOURNMENT**

*\*Enclosure*

*\*\*To Be Distributed*



To: Board of Education

From: Board Chair  
Ken Clarkson

Re: CORRESPONDENCE

Date May 25, 2011  
(Public Board Meeting)

**Information**

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1. Honourable Minister George Abbott – Ministry of Education
2. Christian Lavoie, Director  
Consumer and Clinical Radiation Protection Bureau  
Environment and Radiation Health Sciences Directorate  
- Health Canada

**RECOMMENDATION:**

THAT the Board receive all correspondence for information.

Attachments



Ref: 145627

MAY - 3 2011

Ken Clarkson, Chair  
Board of Education  
School District No. 42 (Maple Ridge-Pitt Meadows)  
Email: [kclarkson@sd42.ca](mailto:kclarkson@sd42.ca)

*Ker*  
Dear Mr. ~~Clarkson~~:

Thank you for your letter dated April 18, 2011, and for congratulating me on my new role as Minister of Education.

Over the coming months, I look forward to visiting many school districts across the province and engaging with as many stakeholders as possible. My office will contact you to discuss this further once they have determined my availability for a visit to your area. In the meantime, please do not hesitate to contact my office (250-387-1977) at any time to discuss your ideas, concerns and issues.

I look forward to our meeting to discuss how we can provide the best educational opportunities for students in British Columbia.

Yours truly,

George Abbott  
Minister



Health  
Canada

Healthy Environments  
and Consumer Safety  
Branch

Santé  
Canada

Direction générale,  
Santé environnementale et  
sécurité des consommateurs

April 21, 2011

Mr. Ken Clarkson  
Chair, Board of Education  
School District No. 42, Maple Ridge & Pitt Meadows  
22225 Brown Avenue  
Maple Ridge, BC V2X 8N6

Dear Mr. Clarkson:

Thank you for your email correspondence of March 17, 2011, concerning how to respond to local public concern around the use of Wi-Fi systems in schools.

The issue of Wi-Fi technology touches on the mandates of several different organizations. At the federal level, Health Canada is mandated to protect the health and safety of Canadians and is responsible for establishing human exposure guidelines to radiofrequency (RF) electromagnetic energy. Industry Canada is the regulatory body responsible for radio certification and licensing in Canada.

Health Canada works with provincial governments and local health authorities, in particular through the Pan-Canadian Public Health Network, which includes the Council of the Chief Medical Officers of Health. This primary level of engagement facilitates both the timely exchange and uptake of information to support federal/provincial/territorial decision-making in the area of potential emerging hazards, as well as the sharing and distribution of risk awareness information to the public.

The Department acknowledges the need for ongoing research to assess the potential long-term negative health effects of RF energy, and in fact there are a number of current and ongoing research activities. Health Canada continues to fund its own studies on potential health impacts of electromagnetic radiation and evaluation of exposure frequencies, and through the Canadian Institutes of Health Research (CIHR), the Department is supporting a CIHR-funded long-term study of brain cancer and mobile phones in young people (MOBI-KIDS CANADA).

Health Canada has a web-based risk awareness program for exposure to RF energy which includes, among other components, "It's Your Health" series of publications. The publications address issues such as the Safety of Cell Phones and Cell Phone Towers, Electric and Magnetic Fields at Extremely Low Frequency, Radiation Safety of Microwave Ovens, and Electromagnetic

Hypersensitivity. Additionally, a video providing information to the public about the safety of Wi-Fi equipment has recently been developed and posted on Health Canada's and Industry Canada's websites. You can access this and more information on RF energy, at: <http://www.hc-sc.gc.ca/hl-vs/iyh-vsv/prod/wifi-eng.php>.

If your School Board, or members of the public, have questions concerning the safety of Wi-Fi technology and RF energy, we would suggest that you inform them of the initiatives Health Canada has underway and direct them to the resources referenced above. Should they have questions with respect to compliance of Wi-Fi devices, we suggest that you contact Industry Canada. Their local district offices are listed on the following website:  
[www.ic.gc.ca/epic/site/smt-gst.nsf/en/sf01742e.html](http://www.ic.gc.ca/epic/site/smt-gst.nsf/en/sf01742e.html)

I wish to assure you that based on all the available scientific evidence, Health Canada has determined that exposure to RF energy that is below the established exposure limit is not dangerous to the public, including children. These conclusions are consistent with the findings of other international bodies and regulators, including the World Health Organization and the International Commission on Non-Ionizing Radiation Protection.

I appreciate having had this opportunity to respond to your concerns, and trust that this has been helpful.

Regards,



Christian Lavoie  
Director  
Consumer and Clinical Radiation Protection Bureau  
Environmental and Radiation Health Sciences Directorate  
775 Brookfield Road (AL 6302C)  
Ottawa, Ontario K1A 1C1  
Canada  
Tel: (613) 954-6701  
Fax: (613) 952-7584



To: Board of Education

From: Board Chair  
Ken Clarkson

Re: **ORDERING OF AGENDA**

Date May 25, 2011  
(Public Board Meeting)

**Decision**

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**RECOMMENDATION:**

THAT the Agenda be ordered as circulated.



To: Board of Education

From: Board Chair  
Ken Clarkson

Re: **CONFIRMATION OF MINUTES**

Date: May 25, 2011  
(Public Board Meeting)

**Decision**

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**RECOMMENDATION:**

THAT the Minutes of the May 11, 2011 Public Board Meeting be approved as circulated.

Attachment





**PUBLIC MINUTES OF THE  
BOARD OF EDUCATION MEETING  
Wednesday, May 11, 2011 (6:00 PM)  
DEO Board Room**

**IN ATTENDANCE:**

**BOARD MEMBERS:**

Board Chair – Ken Clarkson  
Vice-Chair – Eleanor Palis  
Trustee – Susan Carr  
Trustee – Mike Huber  
Trustee – Dave Rempel  
Trustee – Stepan Vdovine  
Trustee – Kathie Ward

**STAFF:**

Superintendent – Jan Unwin  
Secretary Treasurer – Wayne Jefferson  
Deputy Superintendent – David Vandergugten  
Manager, Budgets & Financial Reporting – Susanne Instance  
Assistant Secretary Treasurer – Peter Bullock  
Communications/Community Relations – Seamus Nesling  
Executive Assistant – Tracy Orobko

**A. OPENING PROCEDURES**

**1. Call to Order**

The meeting was called to order at 6:00 p.m. The Chair welcomed and thanked everyone for attending reading the following statement:

“On behalf of this Board I want to thank you for participating in this democratic process. This Board has made it a priority to seek input from our partner groups and most importantly from you the public. We believe that the best decisions are made when those who are affected by the decision participates in making it. Our budget process has just begun its consultation process and our budget is just today going to the public to receive your feedback. We have made no decisions regarding this budget. We welcome your input and seriously consider your opinions as we try to reach decisions that will have the most benefit for the most students as we go through what seems to be an annual ritual of cuts to our public school system.”

**2. Correspondence**

- Elementary Band – Letters and Email Messages
- Hon. Minister, George Abbott – Ministry of Education

**Moved:** Trustee Rempel

**Seconded:** Trustee Carr

THAT the Board receive all correspondence for information

**CARRIED**

**3. Ordering of Agenda**

**Moved:** Trustee Rempel

**Seconded:** Trustee Carr

**Amendments:**

Secretary Treasurer Decision Item: Remove Item “ii. 2011/2012 Budget Timelines & Process Involvement”

**Additions:**

Superintendent Information Item: Elementary Band

Secretary Treasurer Decision Item: 2011/2012 and Beyond Budget Challenges

Other Business: Ministry of Education’s Correspondence – Trustee Vdovine

THAT the Agenda be ordered as amended.

**CARRIED**

The Chair asked the audience if there is anyone else who would like to speak to the Agenda.

A question was asked of the Board to explain who decided to add the itinerate staff two (2) years ago to the band teacher position.

## **B. CONFIRMATION OF MINUTES**

### **1. April 27, 2011 Public Meeting Minutes**

**Moved:** Trustee Rempel

**Seconded:** Trustee Palis

THAT the Minutes of the April 27, 2011 Public Board Meeting be approved as amended.

**CARRIED**

## **C. PRESENTATIONS**

Ron Lancaster, Career Program Coordinator

Brad Dingler, Secondary School Apprenticeship ("SSA") Coordinator

*Secondary School Apprenticeship Presentation:*

Congratulations were extended to the following students for successfully registering in the SSA program, maintaining a C+ average and earning 1100 hours of related work experience as reported to the Industry Training Authority:

Bailey Allen-Hebert	– Hairstylist (Cosmetology)
Nicole Carney	– Hairstylist (Cosmetology)
Sean Bennewith	– Professional Cook
Ian Shuster	– Lather (Interior Systems Mechanic) (Wall and Ceiling Installer)
Johnathon Delorme	– Electrical
Sam Molendijk	– Outdoor Power Equipment Technician
Dalton Abbot	– Professional Cook

All of the students are recipients of a \$1,000 SSA award. Bailey Allen-Hebert and Sean Bennewith were present to receive their \$1,000 award as presented by Chair Clarkson and Mr. Dingler.

*RCMP Youth Academy:*

Mr. Lancaster presented a video on the Spring Break RCMP Youth Academy held at Cultus Lake. Alisha Summers (GSS) and Rebeka Allen (MRSS), both attendees as this year's camp, provided first-hand experiences and the significant impact the camp had on youth. Highlights included working with officers in various fields of police work such as SWAT, helicopter and tactical teams. Both credited the experience to character and integrity building. Ms. Summers summed up her experience with a "Cadet's Letter Home" letter she read.

A question was asked as to how many young ladies attended to which Ms. Summers replied six (6). The ratio of girls is small as it is physically challenging. Fitness testing is a requirement to join the academy.

A question was asked if both young ladies plan to enter the RCMP. Ms. Allen confirmed yes; Ms. Summers would like to work either in policing or with children.

A question was asked what grade/age attend to which it was responded grades: 11 - 12; aged 16 – 18 years.

A question was asked if the girls felt they learned transferable skills to which both agreed communication skills were strengthened and enhanced.

Mr. Lancaster thanked the community for their ongoing support including the Rotary Club and RCMP.

**D. DELEGATIONS**

**E. CHAIR REPORT**

The Chair announced the recent BC School Trustees' Association honours recognizing years of service to the following Trustees: Trustee Vdovine - 6 years; Trustee Ward - 9 years; and Trustee Rempel - 15 Years.

**F. DEFERRED ITEMS**

**G. TRUSTEE MOTIONS**

**H. CHIEF EXECUTIVE OFFICER'S REPORT**

**1. Decision Items**

- a) Superintendent of Schools
- b) Deputy Superintendent
- c) Secretary Treasurer

Financial Statements – Quarter Three

The Secretary Treasurer presented the Financial Statements with a variance analysis. The Ministry has continued with the Annual Facilities Grant and commended the Government for the continued support.

Clarification of the term "CCW" under Function 1 was noted as 'cafeteria workers'. A deficit could be created in this account due to the timing of events requiring staffing.

**Moved:** Trustee Rempel

**Seconded:** Trustee Ward

THAT the Board receive the Secretary Treasurer's Third Quarter Financial Statements.

**CARRIED**

Proposed Draft Policies: Stakeholder and Senior Team Feedback

**Moved:** Trustee Rempel

**Seconded:** Trustee Palis

THAT the Board Policy Development Committee ("Committee") recommends policies 2320, 2915, 2918, 2920 and 4203, as presented to the Committee at its April 27, 2011 meeting be received by the Board for continuation with the consultation process; and

THAT the Board approve the policies for thirty (30) day public consultation on the School District website.

**CARRIED**

2011 / 2012 and Beyond Budget Challenges

There have been several meetings with stakeholders addressing cost pressures and seeking creative ways to deliver and sustain strong levels of support for programs and services. Staff has created a budget recognizing a declining enrolment. Key work of the budget committee is ensuring the education plan fits inside the financial envelope. There are at least 50 school districts facing declining enrolment.

Finance staff provided an overview of the budget for the public highlighting the impact of the \$2.2 million shortfall. The Manager, Budgets and Financial Reporting, Susanne Instance, provided an overview of areas of proposed cuts to reach a balanced budget. Ms. Instance provided a handout, reviewed same and asked for questions. The proposed budget will be posted to the School District website with a narrative document for public feedback. The final budget will be presented for approval on June 28<sup>th</sup>.

**Moved:** Trustee Rempel

**Seconded:** Trustee Carr

THAT the Board receive the proposed final draft of the 2011/2012 Preliminary Budget as presented to the public for information; and

THAT the Board approve the proposed final draft of the 2011/2012 Preliminary Budget for public consultation on the School District website.

**CARRIED**

## **2. Information Items**

### **a) Superintendent of Schools**

#### **Elementary Band Program**

Superintendent Unwin provided a verbal report noting the importance of staying in alignment with the budget process. Band information was compiled and discussed as one of many District issues. There is much to consider when seeking \$2.2 million. Somehow information around what was in the budget, was released to the public prior to what was released tonight. No decisions have been made. The final budget will be presented to the Board on June 28<sup>th</sup>.

For background, when potential cutbacks affect personnel, persons affected are made aware so if other opportunities present themselves, they are able to act upon them. Due process was followed.

The Superintendent proceeded to explain the history of the program and the creation of the itinerant position. At the time, there was excess funding and no reason to hesitate offering the program in that form as it was merely changing the model of delivery. Times have changed and the District is reviewing the efficiency and sustainability of the program being delivered in the same manner. Data was provided regarding the number of students serviced at each school; student numbers drive reviews. An example provided related to secondary programs. If a course has less than 20 students enrolled, those courses do not run. Band numbers are significantly less and therefore the District is asking if the current program is operating efficiently, generating conversation. The District is looking at various models of delivering the program using other schools as examples. The Superintendent provided an overview of the demographic expectations over the next three years. Budget pressures are where they have never been before. All school districts are in tight financial times. Conversations have included:

- Fine arts of all kinds, to all students in all schools
- Is it feasible to have only a few students when programs with less than 20 are not operating?
- Elementary kids are missing classroom instructional time
- Could band be offered as an extra-curricular program outside of class time?
- Declining enrolment
- Could grades 6, 7 return to the secondary schools?
- Lost instructional time
- Time in a car is something we have to pay for; additional costs in mileage

The Superintendent read data regarding enrolment at each secondary school. The proposal comes as a cost saving measure aligning with all other tough budget cuts. This Board has had to close two schools. In order to continue with band, staff is considering returning to the previous model where each secondary receives a block of time to service the feeder schools in their catchment. Two handouts were provided.

**b) Deputy Superintendent**

Distributed Learning - Ministry of Education Audit

Deputy Superintendent, David Vandergugten, provided a verbal report. The 5 member Ministry audit team has not yet provided a written report. The District's net loss is estimated to be \$73K.

Contributing to the loss was a clerical error in terms of double counting of students on the September and February 1701 Ministry reports. Another example included one student not enrolled in French lost funding as it was not recorded in the IEP that he/she should not be taking French. Director Sonne and his team will be reviewing the auditors' data.

**Moved:** Trustee Rempel

**Seconded:** Trustee Vdovine

THAT the Board receive the Deputy Superintendent's verbal report on the Ministry of Education's Distributed Learning Audit update for information.

**CARRIED**

**c) Secretary Treasurer**

International Education – Agents' Commissions and Other Fees

The Secretary Treasurer referred to the questions raised on the last SOFI report and is confident with the reconciliation of the accounting and reporting practices and referred to the background provided in the Agenda package. Commission fees also relate to management fees paid to Chinese agents who provide services to students: translation, cultural assistance, accessing benefits and residency. Management fees recorded on the SOFI report do not relate to any expense of the District.

With budget challenges, more districts are competing for international students. We are in a competitive market. 'No cost services' SD42 provides, encourages agents to continue conducting business with our district. The International Department is making a contribution towards the operating budget.

The management fee the agent receives would normally come from the parent and paid to the agent who provides services. The \$3K management fee is not reflected on the Financial Statements – they are flow-through monies evident on SOFI to remain completely transparent.

University bridge programs are also competing for revenue. Post-secondary institutions have relaxed entrance requirements severely impacting the District's University Bridge program adding pressure to the International Education budget. Commissions are paid to agents for returning students which is the nature of a competitive market. Upon review of other districts, comparable figures are not comparable. Management fees are not being reported and therefore, not reflected on their SOFI reports.

**Moved:** Trustee Rempel

**Seconded:** Trustee Palis

THAT the Board the Board receive the International Educational report for information.

**CARRIED**

**I. COMMITTEE BUSINESS**

**J. QUESTION PERIOD**

A question was asked by a member of the public inquiring into the 180 budget line whereby the commissions were high but the revenue did not reflect it to which the Assistant Secretary Treasurer, Peter Bullock, responded the budget was predicated on the District trying to look into the future to see what the

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program would look like. There was an expectation the University Bridge program would change. Other affects include the Canadian dollar gaining strength. Staff matches commission expenses against the services delivered to the student.

A question was asked as to why a band teacher cannot be sent to one school instead of all schools? The Superintendent responded the District pays for the block and it is up to individual schools to schedule.

MRTA President, G. Serra, inquired into the elementary band program. If the District reverts back to the old model, where is the money going to come from? If the secondary has to come up with the block it is still a cut. The Superintendent responded it is not the intent of where the District sits at this time. If reverting to the old model the way it was, the District will save half and find \$55K someplace else.

With respect to the budget, Mr. Serra characterized that there has been consultation. The unions have had a presentation, and today is the first day they have seen the budget.

Mr. Serra inquired into prior correspondence submitted to the Board to which the Chair responded it was addressed at a Closed Board Meeting as it referred to personnel.

#### **K. TRUSTEE REPORTS**

Maple Ridge Arts Council Trustee Rempel attended the May 2<sup>nd</sup> meeting. The newly elected Director is Natasha Hetherington.

Tzu Chi Foundation Trustee Rempel reminded the Board of the June 2<sup>nd</sup> bursary celebration at Eric Langton Elementary from 3:30 - 5:30 p.m. The Superintendent and Chair will have special duties to perform.

Social Planning Advisory Trustee Huber reported on the continued success of relationship building between various groups and expressed a sincere thanks to the School District for their role with the new community social housing development. An advisory committee is being formed and seeking a Trustee to participate.

Aboriginal Education Trustees Palis and Carr attended the May 9<sup>th</sup> meeting where they divided into groups to work with students, aboriginal education workers and Principals. Principal, Alan Miller, was welcomed.

Good News Items Trustee Rempel attended an event at Minoru Park helping celebrate Buddha's Birthday and Tzu Chi Foundation's 45<sup>th</sup> anniversary.

#### **L. OTHER BUSINESS**

##### Hon. Minister George Abbott – Ministry of Education

Trustee Vdovine proposed the Chair write a response to the Minister regarding the Bills 27 and 28 court ruling urging the Government to find resolution with the BCTF and BCPSEA around class size and composition while providing a context of what our District is doing to build relationships.

#### **M. ADJOURNMENT**

**Moved:** Trustee Rempel

**Seconded:** Trustee Palis

THAT the meeting of the Board be adjourned at 7:51 p.m.

**CARRIED**

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Ken Clarkson, Chair

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Wayne Jefferson, Secretary Treasurer



To: Board of Education

From: Board Chair  
Ken Clarkson

Re: **PRESENTATIONS**

Date: May 25, 2011  
(Public Board Meeting)

**Information**

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1. Rory Payment – Laptop Inquiry Project
2. Dani Zagar – Global Studies Trip to Africa

**RECOMMENDATION:**

THAT the Board receive the presentations for information.



To: Board of Education

From: Secretary Treasurer  
Wayne Jefferson

Re: **PMSS ARTIFICIAL TURF FIELD -  
OPERATING AGREEMENT -  
ADDENDUM NO. 1**

Date: May 25, 2011  
(Public Board Meeting)

**Decision**

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**BACKGROUND/RATIONALE:**

Last year, the Board and the City of Pitt Meadows celebrated the official opening of the newly constructed Pitt Meadows Secondary Artificial Turf Field.

The school and community users have enjoyed a tremendous amount of use for many sporting events.

In the Fall of last year, the high school football users requested the first scheduled use of the fields be re-visited to ensure adequate times are allocated for practices and games. The Friday night use became the focus of a need to reach a new agreement for the allocation of the field time for football.

At one of the quarterly Joint Use of Public Facilities and Coordination of Services Standing Committee meetings, Pitt Meadows Secondary Principal, Dennis Dickson, was invited to present the school's needs. With the support of the Committee, David Boag, Director of Parks & Facilities arranged a field users' allocation meeting in January. At this meeting, the request of Pitt Meadows Secondary School's football program was discussed. Two other School District secondary Principals were in attendance. Mike Keenan, Samuel Robertson Technical Secondary's Principal and Dennis Dickson, Pitt Meadows Secondary's Principal plus a member of the Committee were very helpful to the process of field allocation changes.

The attached document has been reviewed by the two Principals, Director of Facilities and myself and we recommend the Addendum for Board approval.

**RECOMMENDATION:**

THAT the Board approve the Pitt Meadows Secondary Artificial Turf Field operating Agreement (Addendum No. 1) and the Board's Chairperson and the Secretary Treasurer be directed to execute the agreement on behalf of the Board.

Attachment



ARTIFICIAL TURF FIELD OPERATING AGREEMENT (Addendum #1)

THIS ADDENDUM dated for reference April 14, 2010 is

BETWEEN:

SCHOOL DISTRICT NO. 42 (MAPLE RIDGE – PITT MEADOWS), a school board incorporated under the laws of the Province of British Columbia and having its office at 22255 Brown Avenue, Maple Ridge, BC V2X 8N6

(the "School District")

AND:

CITY OF PITT MEADOWS, a municipality under the *Community Charter*, S.B.C. 2003, c.26 and having its office at 12007 Harris Road, Pitt Meadows, BC V3Y 2B5

(the "City")

WHEREAS:

1. The School District is supportive of the desire of the Pitt Meadows PMSS football team accessing game and practice time, outside of the hours of access identified for the school in the PMSS Artificial Field Operating Agreement.
2. The Maple Ridge / Pitt Meadows Sport Field User Association are supportive of the proposed trading of allocated time on the Artificial Field for the benefit of each of the sports concerned.
3. The Golden Ears United Soccer and Pitt Meadows Soccer Clubs consider the potential for uninterrupted access to the artificial field on all weekends during the soccer season to be desirable.
4. That Parks and Leisure Services staff believe that this compromise will provide each of the groups with the access that they need to implement their programs successfully.

THIS ADDENDUM IS EVIDENCE that the parties have agreed to amend the previously agreed upon terms and condition of Clauses 9 and 10 of the Artificial Turf Field Operating agreement dated March 15<sup>th</sup> 2010 .

In this addendum, SD42 Board of Educations agrees to forfeit its contractual rights contained in clause 10 of the PMSS Artificial Field Operating Agreement in exchange for an amendment to Clause 9 of the PMSS Artificial Field Operating Agreement.

This agreement shall be in effect from the date that this addendum is executed by the parties, and shall continue until such time in the future that Pitt Meadows Secondary School no longer has a High School Football Team that requires access to the PMSS field, for games or practices outside of school hours (beyond 5pm). At which time the terms of this addendum shall be deemed to cease with no further force or effect, and shall revert back to

the original terms and condition of the PMSS Artificial Field Operating Agreement, or at the expiry of the original PMSS Artificial Field Operating Agreement, whichever comes first.

**Existing Clause 10 School District Use on Weekends (for clarity)**

*"The School District may have the exclusive use of the Facility for four weekends per calendar year for sports activities for its schools. The School District shall provide notice to the City at least one month in advance of the intended weekend use, and the City may not unreasonably withhold its permission to the School District to use the Facility on that weekend"*

**Existing Clause 9 Access Times (for clarity)**

*The City, its servants, employees, agents, contractors, successors, assigns, invitees and members of the public shall have access to the Facility as follows:*

- (a) *during the months of September through June:*
  - (i) *From 5:00 p.m. to 11:00 p.m. on all weekdays; and*
  - (ii) *From 7:00 a.m. to 11:00 p.m. on Saturdays and Sundays; and*
- (b) *during the months of July and August:*
  - (i) *From 7:00 a.m. to 11:00 p.m. every day*

*(collectively, the "Access Times"). The School District its servants, employees, agents, contractors, successors, assigns, and invitees shall have the exclusive use of the Facility during regular school hours.*

In consideration of the School District forfeiting its right of access in the above noted "Clause 10" of the PMSS Artificial Field Operating Agreement, The City agrees to Clause 9 also being amended to allow the PMSS High School Football Team unrestricted use of the PMSS Artificial Field during the specified time periods noted below for football games or practices:

**Start of Season Training**

The PMSS shall have exclusive use of the artificial field for up to two (2) weeks each August between 9am and 5pm each year immediately preceding the Labour Day weekend, during the term of the addendum to this agreement, provided that PMSS has a High School Football Team that requires access for games or practices.

**Extended Weekday Access**

The PMSS Artificial Field may be used exclusively by the grade 8 and junior football teams up to 6pm for a maximum of two (2) days per week (between Monday and Thursday) during the months of September and October each year, which may be extended with the approval of the Director of Parks and Facilities in extenuating circumstances. (i.e. playoffs)

**Friday Night Football Games**

The PMSS Senior Football Team will be permitted to have exclusive use of the PMSS Artificial Field for a total of 6 games on Friday nights from 7:30pm to 10:00pm for the purpose of Friday night football games between September and November of each year, which may be extended with the approval of the Director of Parks and Facilities in extenuating circumstances. (i.e. playoffs)

All cancelled games shall immediately be communicated to Parks and Leisure Services so that other community sports groups may access the field when it is not in use.

The actual dates for practices and games shall be submitted to Parks and Leisure Services by August 15<sup>th</sup> of each year in order to allow other sports clubs to complete their field allocations

This addendum when executed shall apply only to the PMSS Artificial Field Operating Agreement.

THE BOARD OF EDUCATION OF SCHOOL DISTRICT NO. 42 (MAPLE RIDGE - PITT MEADOWS) by its authorized signatories:

CITY OF PITT MEADOWS by its authorized signatories:

\_\_\_\_\_  
Chair: Ken Clarkson

\_\_\_\_\_  
Mayor: Don MacLean

\_\_\_\_\_  
Secretary Treasurer: Wayne Jefferson

\_\_\_\_\_  
Director of Legislative Services:  
Laurie Darcus

Date: \_\_\_\_\_

Date: \_\_\_\_\_



To: Board of Education

From: Secretary Treasurer  
Wayne Jefferson

Re: **MINISTRY OF EDUCATION - NEW  
FUNDING AND PROPERTY  
LOSS CHANGES**

Date: May 25, 2011  
(Public Board Meeting)

**Information**

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**BACKGROUND/RATIONALE:**

Last week, the School District received confirmations of \$15 per student for the 2010/2011 fiscal year.

This funding is to pre-release holdback funding for the current year and amounts to an additional \$210,518 based on an enrolment of 14,034.5 FTE students. The School District is pleased about the new funding and immediately will use the new funds to cover the additional charges for the School Protection Plan of \$63,963.73.

The rate increase is shared among all school districts in the Province based on the replacement value of their facilities. The current replacement value for School District No. 42 ("SD42") is \$407,831,966 with the total of all school districts valued at \$19,127,963,925 or for SD42, 2.13% of the total.

The net financial gain to the School District for both announcements is \$146,554.

**RECOMMENDATION:**

THAT the Board receive the Secretary Treasurer's report on additional holdback funding of \$15 per student and the increased cost of the School Protection Plan for information.



To: Board of Education

From: Secretary Treasurer  
Wayne Jefferson

Re: **DECLINING ENROLMENT /  
FACILITIES UTILIZATION REPORT**

Date: May 25, 2011  
(Public Board Meeting)

**Information**

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**ENROLMENT**

Each year, school districts in the Province are challenged to forecast the next year's enrolment.

This year is no different than any previous year and due to the large unknown around families moving in and out of our school district, it will continue to be difficult to know the numbers in any finality.

The Assistant Secretary Treasurer, Peter Bullock, will provide his verbal report on the enrolment analysis as at this date and will speak to his findings at the meeting. The data currently projects a continuing decline in the overall school district numbers. This focused effort is a critical part of the budget building and staffing allocations work, and the Finance Department dialogue, with Senior Team and Departments to ensure validation of the data.

**FACILITIES**

Each year, the Facilities Department conducts a district wide review of the current uses of our facilities. Mr. Rick Delorme, Director of Facilities, has completed his annual work and will present the attached report at the Public Board Meeting.

**RECOMMENDATION:**

THAT the Board receive the Secretary Treasurer's reports on declining enrolment and facilities utilization for information.

Attachment

## 2011 Facilities Summary Report-Secondary

Revised May 19-11

School Name	Design Capacities	Enrollment	Percent Capacity	Portable - Modularity	# of Divisions	Non District Programs
Garibaldi Secondary	1050	876	83.43%			BCIT-Elec
Maple Ridge Secondary School*	1300			8-P		
Maple Ridge Secondary Annex*	350					
*MRSS Combined	1650	1555	94.24%			
Pitt Meadows Secondary	1100	1037	94.27%			
Samuel Robertson Technical Secondary	600	920	153.33%	13-P		Vanc/Kwantlan
Thomas Haney Secondary	1200	939	78.25%			
Westview Secondary	1200	992	82.67%			BCIT-Auto
<b>Total</b>	<b>8450</b>	<b>6319</b>	<b>74.78%</b>			

## 2011 Facilities Summary Report-Other Facilities

Revised May 19-11

School Name	Design Capacities	Enrollment	Percent Capacity	Portable - Modulars	Non District Programs
Alouette River Campus				4	
Arthur Peake					OSS
District Education Office					
Maintenance					
Riverside Elementary	425				Topia
South Lillouette		140			

## 2011 Facilities Summary Report-Properties

Property Name					
Bonson Road Property					
South Albion					
Property Adjacent to DEO					
Property in front of Maint					

## 2011 Facilities Summary Report-Elementary

Revised May 19-11

School Name	Design Capacities	Enrollment	Percent Capacity	Portable - Modularity	# of Divisions	Non District Programs
Albion Elementary	450	564	125.33%	5-P	24	
Alexander Robinson Elementary	475	550	115.79%	2-P	23	
Alouette Elementary	450	371	82.44%		16	1 Daycare
Blue Mountain Elementary	300	182	60.67%		8	2 Daycares
Davie Jones Elementary	325	310	95.38%		14	
Edith McDermott Elementary	375	359	95.73%	1-M	16	1 Daycare
Eric Langton Elementary	425	430	101.18%	1-P & 1-P Daycare	19	Hub-4 rooms
Fairview Elementary	450	286	63.56%		11	4 Daycares
Glenwood Elementary	400	276	69.00%		13	2 Daycares
Golden Ears Elementary	525	502	95.62%		21	
Hammond Elementary	475	461	97.05%		20	
Harry Hooze Elementary	425	375	88.24%		16	1 Daycare
Highland Park Elementary	325	297	91.38%		13	
Kanaka Creek Elementary	575	598	104.00%	2-P	25	
Laity View Elementary	625	614	98.24%		26	
James Best Center		61				
Maple Ridge Elementary	475	416	87.58%		18	1 Daycare
Pitt Meadows Elementary	425	571	134.35%	1-M & 2-P	25	
Webster's Corner Elementary	250	165	66.00%		8	2 Daycares
Whonnock Elementary	250	241	96.40%	1-P	11	
Yennadon Elementary	525	574	109.33%		24	
<b>Totals</b>	<b>8525</b>	<b>8203</b>	<b>96.22%</b>			





To: Board of Education

From: Secretary Treasurer  
Wayne Jefferson

Re: **SCHOOL CLOSURES -  
TRANSITION REPORT**

Date: May 25, 2011  
(Public Board Meeting)

**Information**

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**PARENT FEEDBACK**

In February 2011, survey letters were mailed to the home addresses of families whose children were making the transition from Mount Crescent and Riverside elementary schools to Hammond, Glenwood and Maple Ridge elementary schools. These three schools received the bulk of all students affected by the two closures. Approximately 150 survey letters were sent out.

A similar letter was sent to six staff members who made the same move. Families and staff who chose to go to other schools were not surveyed.

Parents were invited to provide feedback on the transition process families went through, how their children were doing and what if anything might be done differently in the future.

In order to maximize participation, the survey letters included stamped return envelopes. Parents could also fax surveys back to the District Education Office, or drop them off at their schools. Staff members had the option of faxing surveys or returning them via the district's internal mail system.

Not enough surveys were returned to support meaningful analysis (10 parent surveys, 6 staff surveys). The surveys that were returned indicated strongly that children were adapting well to their new schools, settling in, making new friends, adapting to new teachers and getting involved in their new schools.

Responses to questions about the school closure process itself were also positive. Parents noted that they appreciated the information sessions and the opportunity to visit new schools.

Staff responses also indicated that children were adapting well and that the process had been handled well. Some staff suggested that their survey should have included a question as to how staff was coping with the change.

### FINANCIAL IMPACT

Last year the Board of Education conducted an extensive body of work and garnered the feedback surrounding the possibility of closing two elementary schools (Mt. Crescent Elementary and Riverside Elementary).

The consultation process over many months resulted in a Board motion to recommend the closures and the placement of the students in neighbouring schools.

One of the outcomes of the closures was to permit the re-use of the two schools to fill other educational needs and to create savings in 2010/2011 school year and beyond. The closure has also permitted the School District to sell and dispose of potentially thirty-one (31) portables, thereby creating energy and maintenance savings. Some of the portables have been sold outright, while others are temporarily being used to accommodate Full-Day Kindergarten enrolment until the proposed new elementary school in south Albion area is built.

The School District will continue on an annual basis to assess the utilization factors of our schools and district facilities to ensure a high level of use. The Board will receive an updated report on current usage at a future Board meeting.

As the funding crises continues with declining enrolment and provincial funding being held flat, the school district's objective was to balance last year's budget shortfall by using the savings of approximately \$900,000 created by the two school closures.

These savings will continue over the coming years and will assist the Board to balance future budgets.

The approximate savings have materialized through the following areas:

Reduced administration costs	\$250,000
Reduced clerical costs	65,000
Reduced custodian costs	55,000
Reduced energy costs	150,000
Reduced maintenance costs	50,000
Sale of portables to date	50,000
Department reorganization	210,000
International Education	<u>90,000</u>
Targeted Savings:	<u>\$920,000</u>

Due to the re-use of the existing facilities and portables, the School District has not received the full benefit of the potential savings from the two school closures. These future additional savings will materialize over the coming years with the construction of a new school in the south Albion area and the sale of the identified surplus portables currently being used to meet accommodation needs.

### RECOMMENDATION

THAT the Board receive the 2010 School Closure Transition Report for information.



To: Board of Education

From: Secretary Treasurer  
Wayne Jefferson

Re: **OFF-LEASH DOG PARKS**  
**- FINAL REPORT**

Date: May 25, 2011  
(Public Board Meeting)

**Information**

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**BACKGROUND/RATIONALE:**

At the February 23, 2011 Public Board Meeting the attached report of "Off-Leash Dog Parks – Interim Report" was presented with the understanding that a further report would be provided at a future date.

According to the most recent information provided by the General Manager, Community Development Community Development on May 6, 2011, there has not been a recent report sent to the Commission or Council. It appears the implementation of the Off-Leash Dog Park program is working as planned.

There have been some minor issues raised, but the Parks and Leisure staff have been working through them and to date have found resolutions.

As reported in the February 23, 2011 report, the School District has had no issues or matters raised by our two schools, Davie Jones Elementary and Laity view Elementary and any issues on the park site all handled by Parks & Leisure staff. Unless, any new concerns are brought to the attention of the School District, we will consider the matter closed.

**RECOMMENDATION:**

THAT the Board receive the Secretary Treasurer's updated report on off-leash dog parks at Davie Jones Elementary and Laity View Elementary for information.

Attachment



To: Board of Education

From: Secretary Treasurer  
Wayne Jefferson

Re: **OFF-LEASH DOG PARKS  
INTERIM REPORT**

Date: February 23, 2011  
(Public Board Meeting)

**Information**

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**BACKGROUND/RATIONALE:**

As of the writing of this interim report, senior administration has not received the written request from the Parks and Leisure Services Commission for feedback of the operation of the two official off-leash dog parks.

The School District's School Administration and Facilities/Maintenance Department has worked closely with the Parks and Recreation Department to create the two new areas next to Davie Jones Elementary and Laity View Elementary.

At this time, we are unaware of any unresolved issues and it appears the two areas have worked out as understood and expected.

**RECOMMENDATION:**

THAT the Board receive the Secretary Treasurer's interim report on the creation and operation of two off-leash dog parks at Davie Jones Elementary and Laity View Elementary for information.

## RECORD

2010-2011

Pursuant to provisions of 72 (1) of the *School Act*, the following report is a general statement of: (a) matters discussed and (b) the general nature of decisions resolved at the following meetings from which persons other than trustees or officers of the Board, or both were excluded:

**May 11, 2011**

Call to Order	Meeting called to order at 3:59 p.m.
Motion of Exclusion	Approved
Correspondence	Received for information
Ordering of Agenda	Approved as amended
Confirmation of Minutes – April 27, 2011	Approved as circulated
Chair Report	Received for information
Motion to Extend	Meeting extended by 10 minutes
Motion to Recess	Meeting recessed at 4:40 p.m.
Motion to Reconvene	Meeting called to order at 8:07 p.m.
Secretary Treasurer Decision Item	Approved
Superintendent Information Item	Received for information
Secretary Treasurer Information Item	Received for information
Committee Business	Received for information
Question Period	No Questions
Trustee Reports	No Trustee Reports
Other Business	No Other Business
Adjournment	Approved and adjourned at 8:56 p.m.