

Wednesday, June 21, 2017  
Time: 1:00 p.m.

District Education Office  
22225 Brown Avenue  
Maple Ridge BC V2X 8N6

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*"Do not dwell in the past, do not dream of the future, concentrate the mind on the present moment." Buddha*

## **A G E N D A**

### **A. OPENING PROCEDURES**

ITEM 1

1. Call to Order
2. Correspondence
  - CSF Press Release
  - F. Lento, Chairperson, School District No. 5 (Southeast Kootenay)
3. Approval of Agenda
4. Invitation for Public Input to matters on the Agenda - *Members of the public can provide input on items on the Agenda. Speaker's time is limited to 2 minutes per person. This agenda item has a time limit of 10 minutes.*

### **B. APPROVAL OF MINUTES**

1. May 17, 2017 ITEM 2

**C. PRESENTATIONS** - *Individuals and groups invited by the Board to make presentations. Time limits for individual presentations will be established to allow all speakers to present within the time limit for this item. This agenda item has a time limit of 20 minutes including questions; extension is at the discretion of the Board.*

1. Middle Years Development Instrument ITEM 3

**D. DELEGATIONS** - *Registered delegations can make presentations to the Board. Time limits for individual delegations will be established to allow all registered delegations to present within the time limit for this item. This agenda item has a time limit of 20 minutes including questions; extension is at the discretion of the Board.*

### **E. DEFERRED ITEMS**

### **F. DECISION ITEMS**

1. Chairperson
2. Superintendent of Schools
  - a) Amendment to 2017/18 District School Calendars ITEM 4
  - b) Strategic Plan ITEM 5
  - c) Yennadon Elementary Annex ITEM 6
3. Secretary Treasurer
  - a) 2018/19 Capital Plan ITEM 7
  - b) 2017/18 Preliminary Budget Bylaw ITEM 8
4. Board Committees
  - a) Budget
  - b) Finance
  - c) Board Policy Development
  - d) Education
  - e) Aboriginal Education

## **G. INFORMATION ITEMS**

1. Chairperson
2. Superintendent of Schools
  - a) International Education Program Update ITEM 9
  - b) Superintendent's Update ITEM 10
3. Secretary Treasurer
  - a) Trustees' Remuneration ITEM 11
4. Board Committees & Advisory Committee Reports
  - a) Finance
  - b) Budget
  - c) Board Policy Development
    - i. Procedure 9200.1: Student Placement ITEM 12
  - d) Education
  - e) Aboriginal Education
  - f) Inclusive Education
  - g) French Immersion Advisory
  - h) District Student Advisory
  - i) Round Table with Partners
    - i. Receive Minutes of May 24, 2017 Meeting ITEM 13
  - j) Facilities Planning

## **H. TRUSTEE MOTIONS AND NOTICES OF MOTIONS**

### **I. TRUSTEE REPORTS**

1. BC School Trustees Association Provincial Council
2. District Parent Advisory Council
3. Municipal Advisory & Accessibility
4. Maple Ridge-Pitt Meadows Arts Council
5. Ridge Meadows Education Foundation
6. Social Planning Advisory:  
<http://www.mapleridge.ca/AgendaCenter/Social-Planning-Advisory-Committee-10>
7. City of Maple Ridge Active Transportation
8. Other Board Liaison Representative Reports
9. Good News Items

**J. QUESTION PERIOD** – Questions, with the exception of Trustee questions, will be limited to one question per person with one follow-up clarification question, if necessary. Question period will be restricted to questions only – statements and debate will not be permitted. This agenda item has a time limit of 10 minutes; extension is at the discretion of the Board.

### **K. OTHER BUSINESS**

1. Public Disclosure of Closed Meeting Business ITEM 14

### **L. ADJOURNMENT**

To: **Board of Education**

From: Chairperson  
Mike Murray

Re: **OPENING PROCEDURES**

Date: June 21, 2017  
(Public Board Meeting)

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**Information/Decision**

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1. *CALL TO ORDER*
2. *CORRESPONDENCE (Information Item)*
  - CSF Press Release
  - F. Lento, Chairperson, School District No. 5 (Southeast Kootenay)

**RECOMMENDATION:**

**THAT the Board receive all correspondence for information.**

Attachments

3. *APPROVAL OF AGENDA (Decision Item)*

**RECOMMENDATION:**

**THAT the Agenda be approved as circulated.**

4. *INVITATION FOR PUBLIC INPUT TO MATTERS ON THE AGENDA - Members of the public can provide input on items on the Agenda. Speaker's time is limited to 2 minutes per person. The agenda item has a time limit of 10 minutes.*



**PRESS RELEASE**

**The Conseil scolaire francophone de la Colombie-Britannique enthusiastically welcomes the recommendations of the Standing Senate Committee on Official Languages on access to French-language education in British Columbia**

**Vancouver, June 1, 2017** – The release of the [Report of the Standing Senate Committee](#) on Official Languages (the Senate Committee), titled *Horizon 2018: Toward Stronger Support of French-language Learning in British Columbia*, has been greeted with great enthusiasm by the Conseil scolaire francophone de la Colombie-Britannique. This comprehensive report offers 17 excellent recommendations that would make French-language education more accessible in British Columbia.

If they are positively received, these recommendations will make it possible to implement several aspects of the Supreme Court of British Columbia's decision in the case brought against the province by the CSFCB, the Fédération des parents francophones de Colombie-Britannique and a group of parents. The CSFCB particularly welcomes the Senate Committee's recommendation that the Department of Canadian Heritage, under the Honourable Mélanie Joly, increase its financial contribution to provide "support for school infrastructure and school transportation in francophone schools" (Recommendation 15).

The CSFCB is also thrilled that the Senate Committee understands how important it is for the federal government to facilitate the transfer of federal land that could be used to build francophone schools. As CSFCB President Marie-France Lapierre stated: "We are pleased that in its very first recommendation, the Senate Committee reminds the Department of Public Services and Procurement Canada, the Canada Lands Company Ltd., the Ministry of Education, and the City of Vancouver of their obligation to help the CSFCB quickly acquire land west of Main Street. A portion of the land held by the federal government could allow for the construction of two schools that would meet the needs of our community in Vancouver (west of Main Street), and thereby address the violation of the rights of Francophone minorities in Vancouver, which the courts have recognized through their rulings."

The Senate Committee's report also notes that it is important for the CSFCB to obtain better data on the number of children eligible to attend its schools. The CSFCB believes it is a very positive sign that the Senate Committee has echoed the recommendations of the House of Commons Committee on Official Languages. Thus, both committees support amendments to the census in order to fully and reliably identify all right holders under section 23 of the *Canadian Charter of Rights and Freedoms* (the *Charter*). As Lapierre explains: "Currently, it is impossible for the CSFCB (or the province) to know the actual demand for francophone schools in the province, because the census significantly underestimates the number of right holders. It is high time for Statistics Canada and the minister responsible for it, the Honourable Navdeep Bains, to finally take action on this issue."





The CSFCB strongly urges the Department of Public Services and Procurement Canada (responsible for the Canada Lands Company Ltd.), Canadian Heritage and Statistics Canada to implement the recommendations of this report. Their responses and actions are eagerly awaited.

Finally, the CSFCB would like to express its sincere thanks to the Senate Committee for travelling to Vancouver and Victoria in October 2016 to meet with the French-speaking community. The quality of the report and the soundness of its recommendations are a direct result of the attentiveness shown by all members of the Senate Committee throughout its study.

*Since it was established in 1995, the Conseil scolaire francophone de la Colombie-Britannique has been providing educational programs and services promoting the comprehensive development and cultural identity of the province's Francophone students. A partner in the advancement of the Francophone community in British Columbia, the CSF now has more than 5,700 students attending 39 schools – including 24 homogeneous French-language schools – and serves around one hundred communities throughout the province.*

-30-

**Information:**

Pascale Cyr  
Public Relations  
Conseil scolaire francophone de la C.-B.  
(604) 214-2617



# SCHOOL DISTRICT 5

## S O U T H E A S T K O O T E N A Y

June 14<sup>th</sup>, 2017

School District No. 42 Maple Ridge – Pitt Meadows  
Chairperson Mike Murray and SD42 Board  
22225 Brown Avenue  
Maple Ridge BC V2X 8N6

Dear Chairperson Murray and Board,

RE: SD42 letter to Hon. Minister Philpott re: Youth Mental Health  
Funding for Provinces

The School District 5 (SD5), Southeast Kootenay Board of Education wishes to thank your Board for your letter dated April 26<sup>th</sup>, 2017, to Federal Health Minister, Hon. Jane Philpott echoing the need for Youth Mental Health Funding for Provinces. We also appreciate that your Board referenced both the March 13<sup>th</sup> SD5 letter to Minister Philpott, and the 2016 Select Standing Committee on Children and Youth (SSCCY) Report.

The SD5 Board believes it is vital that Boards support one another in their advocacy, and that advocacy continue to be built upon until results are realized. Thank you for continuing that advocacy.

On May 18<sup>th</sup>, 2017, our Board received a response from Minister Philpott's office, which we have included as an enclosure. The letter indicates that the Federal Budget 2017 has earmarked \$5 Billion over ten years to the provinces and territories to support mental health issues. Further research by our Board specifies that BC's allotment of these monies is \$665 million.

At our June 13<sup>th</sup>, 2017 Board meeting, the Board carried the following motion:

Frank Lento (Chair) • Trina Ayling • Bev Bellina • Jacqueline Blumhagen • Gail Brown  
• Curtis Helgesen • Chris Johns • Doug McPhee • Patricia Whalen

*That the Board write a letter to Premier Christy Clark, the Ministers of Finance, Education and Health re: the Federal transfer of \$655 million over 10 years and request that additional monies be invested in schools to assist students struggling with mental health issues.*

Consistent with our practice, all Boards will receive a copy of this letter shortly following its delivery to the Premier and Ministers. It is our hope that your Board will also consider advocating to the provincial government to ensure that our students are adequately funded to receive the services they require.

Again, thank you for your advocacy on this important issue.

Sincerely,



Frank Lento, Board Chair,  
SD5

Encl/1

Cc\*: Mike Bernier, Minister of Education  
Tom Shypitka, MLA - Elect, Kootenay East BC  
John Horgan, Leader, BC New Democratic Party  
Rob Fleming, Education Critic, BC New Democratic Party  
Gordon Swan, President, BCSTA  
BCSTA for distribution to member Boards of Education  
Mike Lombardi, Chair, Former Vancouver School Board  
Glen Hansman, President BC Teachers' Federation  
Jen Mezei, President, BCCPAC  
Shelley Balfour & Christina Smith, CFTA Co-Chairs  
Debbie Therrien, DPAC Chair  
Aaron Thorn, President, SD5 Administrators' Association  
Charley Beresford, Columbia Institute  
Catherine Shaw, FACE BC Vancouver  
Black Press  
Black Rock News

Frank Lento (Chair) • Trina Ayling • Bev Bellina • Jacqueline Blumhagen • Gail Brown  
• Curtis Helgesen • Chris Johns • Doug McPhee • Patricia Whalen

Cranbrook Daily Townsman  
Drive 102.9/B104 Radio  
Elk Valley Herald  
e-know Online News  
Fernie Free Press  
Kootenay Advertiser  
Summit 107 Radio

\*This correspondence is public and transparent. Please feel free to share and/or respond with comment.

Frank Lento (Chair) • Trina Ayling • Bev Bellina • Jacqueline Blumhagen • Gail Brown  
• Curtis Helgesen • Chris Johns • Doug McPhee • Patricia Whalen

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Agence de la santé  
publique du Canada

Public Health  
Agency Of Canada

Administrateur en chef  
de la santé publique

Chief Public  
Health Officer

Ottawa, Canada  
K1A 0K9

Votre référence Your file

Notre référence Our File

**MAY 18 2017**

*Reed May 26 / 17*

Mr. Frank Lento  
Board Chair  
School District 5, Southeast Kootenay  
940 Industrial Road #1,  
Cranbrook, BC, V1C 4C6

Dear Mr. Lento:

Thank you for your correspondence of March 13, 2017 addressed to the Honourable Jane Philpott, Minister of Health, concerning funding for child and youth mental health services. The Minister has asked me to reply on her behalf, and I sincerely regret the delay.

Thank you for sharing information about the work undertaken in your province to identify concrete and practical initiatives to enhance child and youth mental health services and outcomes in British Columbia. I want to assure you that mental health is a priority for the Government of Canada. Recently, the federal Budget 2017 announced investments of \$5 billion over 10 years for the provinces and territories to support mental health initiatives and \$204.2 million over five years to increase support for mental health services for First Nations and Inuit. These investments are intended to help modernize the health system and to address specific gaps such as increasing access to mental health services for children and youth, as well as for First Nations and Inuit communities.

I have also noted that many of the recommendations in the 2016 provincial report mentioned in your letter identify the need to implement culturally appropriate, evidence-based, early intervention and mental wellness programs in schools and communities. You may be interested to know that the Public Health Agency of Canada currently invests \$1.5 million per year to test innovative interventions in children and youth-focussed mental health promotion.

.../2

In addition, the Canadian Institutes of Health Research (CIHR) and its partners are continuing to invest in research to better support the mental health of children and youth. In 2014, CIHR and the Graham Boeckh Foundation announced an investment of \$25 million over five years in *Access Open Minds*, a network which seeks to connect patients and youth with researchers, health care professionals, and decision-makers to improve the care provided to young Canadians with mental illness. Furthermore, through its *eHealth Innovations* initiative, CIHR and its partners announced an investment of \$9.9 million to support eight research projects dedicated to the early identification of and intervention for youth with mental health conditions.

I would like to take this opportunity to acknowledge your school board's dedication to support child and youth mental health. Your concerns underscore the importance of the federal government's continuing work with provincial and territorial partners to ensure that children and youth have access to quality mental health support.

I hope that this information is helpful in addressing your concerns.

Sincerely,

MAY 17 2017



Dr. Theresa Tam, BMBS (UK), FRCPC  
Interim Chief Public Health Officer





# SCHOOL DISTRICT 5

## S O U T H E A S T K O O T E N A Y

March 13<sup>th</sup>, 2017

Honourable Jane Philpott,  
Federal Minister of Health,  
Government of Canada  
6060 Main Street  
Stouffville Ontario L4A 1B8

Dear Minister Philpott,

RE: Request for Additional Provincial Funding for Child and Youth Mental Health Services

At the February 14th, 2017 public Board meeting, School District 5 (SD5) Southeast Kootenay, carried the following motion:

*That the Board write a letter to the Minister of Health (cc our local MP) asking for additional provincial funding for mental health.*

In Fall 2013, a special project examining child and youth mental health in British Columbia was undertaken by the all-party Select Standing Committee on Children and Youth (SSCCY). The **first phase** of the project was reported in November 2014 and identified six high priority areas needing improvement.

The **second phase** of work began in February 2015 and focused on additional consultations in the form of public hearings to identify concrete and practical initiatives to enhance child and youth mental health services and outcomes in BC.

The January 2016 **final report** is the result of two years' work on issues affecting mental health in children and youth, and ways to improve child and youth mental health services in British Columbia. There are twenty-three (23) recommendations contained in the report.

Frank Lento (Chair) • Trina Ayling • Bev Bellina • Jacqueline Blumhagen • Gail Brown  
• Curtis Helgesen • Chris Johns • Doug McPhee • Patricia Whalen

Arguably, all 23 recommendations require money in order to coordinate, staff, monitor, and ultimately improve child and youth mental health outcomes in this province.

School District 5 (SD5), Southeast Kootenay is among other BC School Districts and K-12 education partner groups who are concerned about the challenges facing children who require support for mental health concerns, and the task of districts in providing adequate services to our growing number of students who require these services.

In our Board's experience, funding is the number one barrier to providing the necessary supports to these students. To that end, our District requests that the Federal government provide additional, stable, adequate and sustainable funding –specifically for the provision of child and youth mental health services—to all provinces and territories across Canada.

Thank you in advance for your consideration of this very important issue. We look forward to your timely response.

Sincerely,



Frank Lento, Board Chair,  
SD5

Cc\*: Wayne Stetski, MP, Kootenay – Columbia  
Christy Clark, Premier  
Terry Lake, Minister of Health  
Mike Bernier, Minister of Education  
Bill Bennett, MLA Kootenay East BC  
John Horgan, Leader, BC New Democratic Party  
Rob Fleming, Education Critic, BC New Democratic Party  
Randall Macnair, Provincial NDP Candidate, Kootenay East  
Tom Shypitka Provincial Liberal Candidate, Kootenay East  
Teresa Rezansoff, President, BCSTA  
BCSTA for distribution to member Boards of Education

Frank Lento (Chair) • Trina Ayling • Bev Bellina • Jacqueline Blumhagen • Gail Brown  
• Curtis Helgesen • Chris Johns • Doug McPhee • Patricia Whalen



Mike Lombardi, Chair, Former Vancouver School Board  
Diane Turner, Appointed, Vancouver School Board  
Glen Hansman, President BC Teachers' Federation  
Sarah Shroff, President, BCCPAC  
Shelley Balfour & Christina Smith, CFTA Co-Chairs  
Debbie Therrien, DPAC Chair  
Aaron Thorn, President, SD5 Administrators' Association  
Charley Beresford, Columbia Institute  
Catherine Shaw, FACE BC Vancouver  
Black Press  
Black Rock News  
Cranbrook Daily Townsman  
Drive 102.9/B104 Radio  
Elk Valley Herald  
e-know Online News  
Ferne Free Press  
Kootenay Advertiser  
Summit 107 Radio

\*This correspondence is public and transparent. Please feel free to share and/or respond with comment.

Frank Lento (Chair) • Trina Ayling • Bev Bellina • Jacqueline Blumhagen • Gail Brown  
• Curtis Helgesen • Chris Johns • Doug McPhee • Patricia Whalen

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**ITEM 2**

To: **Board of Education**

From: Chairperson  
Mike Murray

Re: **APPROVAL OF MINUTES**

Date: June 21, 2017  
(Public Board Meeting)

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**Decision**

**RECOMMENDATION:**

**THAT the Minutes of the May 17, 2017 Public Board Meeting be approved as circulated.**

Attachment



**PUBLIC MINUTES OF THE  
BOARD OF EDUCATION MEETING  
Wednesday, May 17, 2017 (6:00 PM)  
Board Room, District Education Office**

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**IN ATTENDANCE:**

BOARD MEMBERS:

Chairperson – Mike Murray  
Vice Chairperson – Susan Carr  
Trustee – Lisa Beare  
Trustee – Ken Clarkson  
Trustee – Korleen Carreras  
Trustee – Dave Rempel

STAFF:

Superintendent – Sylvia Russell  
Deputy Superintendent – Laurie Meston  
Secretary Treasurer – Flavia Coughlan  
Senior Manager, Communications – Irena Pochop  
Executive Assistant – Karen Yoxall

ABSENT:

Trustee – Eleanor Palis

**A. OPENING PROCEDURES**

1. Call to Order

The meeting was called to order at 6:00 p.m. The Chairperson welcomed and thanked everyone for attending. The Chairperson acknowledged that this meeting is taking place on the traditional territory of Katzie First Nation and Kwantlen First Nation.

2. Correspondence

**Moved/Seconded**

- M. Baxter, Chairperson, School District No. 23 (Central Okanagan)
- D. Byng, Deputy Minister of Education

THAT the Board receive the correspondence for information.

**CARRIED**

3. Approval of Agenda

**Moved/Seconded**

**Additions:**

Change to Start Time of June Public Board Meeting: Secretary Treasurer, Decision Item

Alternate Programs 2017/18: Superintendent of Schools, Information Item

Naming of New Elementary School in the Albion Area: Secretary Treasurer, Information Item

THAT the Agenda be approved as amended.

**CARRIED**

4. Invitation for Public Input to matters on the Agenda

**B. APPROVAL OF MINUTES**

1. April 26, 2017

**Moved/Seconded**

THAT the Minutes of the April 26, 2017 Public Board meeting be approved as circulated.

**CARRIED**

**C. PRESENTATIONS**

1. 2017 Energy Challenge

**Moved/Seconded**

Students from Alexander Robinson Elementary presented on their energy generation and energy conservation awareness raising campaign. The campaign which encouraged all Alexander Robinson students to use and reuse earned the school a win in the district-wide 2017 Energy Challenge.

THAT the Board receive the 2017 Energy Challenge presentation for information.

**CARRIED**

**D. DELEGATIONS**

1. Maple Ridge Teachers' Association Social Justice Committee

**Moved/Seconded**

The MRTA Social Justice Committee presented a draft multiculturalism policy outlining the ways in which the policy might align with existing school district values and structure. The Chairperson advised that the proposed draft policy has been added to the Board Policy Development work plan.

**CARRIED**

**E. DEFERRED ITEMS****F. DECISION ITEMS**

1. Chairperson
2. Superintendent of Schools

- a) School Fees Schedule and Specialty Academy Fees Schedule 2017/18

The Superintendent reported on secondary school fees and specialty academy fees for 2017/18.

THAT the Board approve the proposed Secondary School Fees Schedule and Academy Fees Schedule for the 2017/18 year:

**Secondary School Fees Schedule 2017/18**

1.	Student fee	\$28
2.	Yearbook	\$55
3.	Lock	\$6

Academy Fees Schedule 2017/18

1.	Equestrian	\$300
2.	Hockey	\$1,820
3.	Interdisciplinary Arts	\$75
4.	International Baccalaureate	\$400
5.	Digital Arts	\$75
6.	Hair Design	\$1,885
7.	Soccer	\$600

**CARRIED**

## 3. Secretary Treasurer

a) 2017/18 Board of Education Regular Public Board Meetings**Moved/Seconded****THAT the Board adopt the following regular Public Board meeting schedule for 2017/18:**

September 20, 2017	February 21, 2018
October 18, 2017	March 7, 2018
November 15, 2017	April 11, 2018
December 6, 2017	April 25, 2018
January 24, 2018	May 16, 2018
February 7, 2018	June 20, 2018

**CARRIED**b) Change to Start Time of June Public Board Meeting**Moved/Seconded**

The Secretary Treasurer reported that in order to facilitate Trustee and senior staff attendance at graduation ceremonies it is recommended that the June 21, 2017 public board meeting start at 1 p.m.

THAT the Board approve the change in start time of the June 21, 2017 Public Board Meeting from 6 p.m. to 1 p.m.

**CARRIED**c) Alouette River Campus Disposal of Real Property Bylaw No. 2016/17-001

The Secretary Treasurer reported that the adoption of a Real Property Disposal Bylaw was the only outstanding item prior to requesting Ministry approval for the disposal of Alouette River Campus.

**Moved/Seconded**

- 1) THAT the Board of Education of School District No. 42 (Maple Ridge – Pitt Meadows) Disposal of Real Property Bylaw No. 2016/17-001 be given three (3) readings at this meeting. (vote must be unanimous)

**CARRIED**

**Moved/Seconded**

- 2) THAT the Board of Education of School District No. 42 (Maple Ridge – Pitt Meadows) Disposal of Real Property Bylaw No. 2016/17-001 be:

Read a first time on the 17th day of May, 2017;

Read a second time on the 17th day of May, 2017;

Read a third time, passed and adopted on the 17th day of May, 2017.

**CARRIED**

## 4. Board Committees

- a) Budget
- b) Finance

i. Third Quarter Financial Statements**Moved/Seconded**

The Secretary Treasurer presented the Third Quarter Financial Statements and reported that the request to transfer all available operating surplus to contingency reserve – local capital was in accordance with minimum requirements for the contingency reserve as outlined in Board Policy 4204: Contingency Reserve.

THAT the Board approve the Financial Statements for the Quarter Ended March 31, 2017.

And Further;

THAT the Board approve the transfer of all available operating surplus, currently estimated at \$0.93 million, to contingency reserve – local capital.

**CARRIED**

- c) Board Policy Development
- d) Education Committee

i. Board Authorized Approved Courses**Moved/Seconded**

The Superintendent reported that as per the School Act, Boards of Education must approve Board authorized courses, academies, trade and partnership programs proceeding their implementation.

The Education Committee met, reviewed and approved, and recommends for implementation Food Studies 10 -12 and Bicycle Maintenance and Repairs 11/12.

THAT the Board approve the following Board Authorized Approved Courses:

- Food Studies – Baking 10 -12
- Bicycle Maintenance and Repairs 11/12

**CARRIED**

- e) Aboriginal Education

**G. INFORMATION ITEMS**

1. Chairperson

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## 2. Superintendent of Schools

### a) Westview Secondary School and Inclusion

#### **Moved/Seconded**

Staff from Westview Secondary School presented on the work that the school have been undertaking in the area of inclusion. Strategies used, course selections and the success of the inclusion program were explained.

THAT the Board receive the presentation on Westview Secondary School and Inclusion, for information.

#### **CARRIED**

### b) Carbon Neutral Report 2016

#### **Moved/Seconded**

The Manager of Energy and Environmental Sustainability presented on projects completed as part of the Board's Energy Management Plan and the Pilot Organics Program.

THAT the Board receive the Superintendent and Secretary Treasurer's 2016 Carbon Neutral Action Report, for information.

#### **CARRIED**

### c) Superintendent's Report

#### **Moved/Seconded**

The Superintendent reported on school events and activities.

THAT the Board receive the Superintendent's Verbal Update, for information.

#### **CARRIED**

### d) Alternate Programs 2017/18

#### **Moved/Seconded**

The Superintendent reported on new sites for the following district alternate programs for September 2017:

- Connex – at the Arthur Peak Centre
- Re-Connex – at Maple Ridge Secondary Annex
- Storefront – at Thomas Haney Secondary
- Outreach – at Maple Ridge Secondary Annex

In addition, a new program will be housed at Riverside Centre supported by the Safe and Caring Schools and Keeping Kids in School program. The Superintendent further reported that the new locations would improve accessibility to high school programs for alternate students.

THAT the Board receive the Alternate Programs 2017/18 report for information.

#### **CARRIED**

## 2. Secretary Treasurer

### a) Energy Management Plan Update

#### **Moved/Seconded**

The Manager of Energy and Environmental Sustainability reported on the school district's progress on the Energy Management Plan and reported that since the start of the program 26 energy upgrades with an estimated ongoing energy savings of \$0.35 million have been achieved.

THAT the Board receive the Energy Management Plan Update, for information.

#### **CARRIED**

### b) Naming of New Elementary School in the Albion Area

#### **Moved/Seconded**

The Secretary Treasurer reported that in accordance with SD42 Policy 6600: Naming of School Facilities input from education partners and the public will be sought on the following proposed names for the new elementary school in the Albion area:

- James Sinclair Elementary School
- Baker Elementary School
- Spencer Creek Elementary School

THAT the Board receive for information the Naming of the New Elementary School in the Albion Area.

#### **CARRIED**

## 4. Board Committees & Advisory & Advisory Committee Reports

- a) Finance
- b) Budget
- c) Board Policy Development
- d) Education
- e) Aboriginal Education
- f) Inclusive Education
- g) French Immersion Advisory
- h) District Student Advisory
- i) Round Table with Partner Groups
- j) Facilities Planning

## **H. TRUSTEE MOTIONS AND NOTICES OF MOTIONS**

### **I. TRUSTEE REPORTS**

#### BC School Trustees Association

The Chairperson reported on the recent proceedings at the 2017 Annual General Meeting.

#### Social Planning Advisory

Trustee Carr reported that integrated case management and the closing of the homeless shelter were discussed.

#### Maple Ridge-Pitt Meadows Arts Council

Trustee Carreras reported on the recently formed Nominations Committee.



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Ridge Meadows Education Foundation

Trustee Rempel reported that grants are available for the school community.

Good News Items

Trustees congratulated Trustee Beare on being elected a Member of the Legislative Assembly. Trustees reported on the district Clam Chowder Challenge, district public speeches, and graduation ceremonies.

**L. QUESTION PERIOD**

A question was posed on the Naming of the New Elementary School in the Albion Area.

**M. OTHER BUSINESS**

**N. ADJOURNMENT**

**Moved/Seconded**

THAT the Board adjourn the meeting.

**CARRIED**

The Public Board meeting adjourned at 7:46 p.m.

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Mike Murray, Chairperson

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Flavia Coughlan, Secretary Treasurer



**ITEM 3**

To: **Board of Education**

From: Chairperson  
Mike Murray

Re: **MIDDLE YEARS DEVELOPMENT  
INSTRUMENT**

Date: June 21, 2017  
(Public Board Meeting)

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**Information**

**RECOMMENDATION:**

**THAT the Board receive the Middle Years Development Instrument presentation, for information.**



**ITEM 4**

To: **Board of Education**

From: Superintendent of Schools  
Sylvia Russell

Re: **AMENDMENT TO 2017/18  
DISTRICT SCHOOL CALENDARS**

Date: June 21, 2017  
(Public Board Meeting)

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**Decision**

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**BACKGROUND/RATIONALE**

An amendment is being requested to the 2017/18 District School Calendars to correct the placement of the November 11, 2017 Remembrance Day Statutory Holiday from **Friday, November 10, 2017** to **Monday, November 13, 2017**. The November 9, 2017 Non-Instructional Day will now occur on Friday, November 10, 2017. If approved by the Board the amended 2017/18 District School Calendars will be submitted to the Ministry of Education.

**RECOMMENDATION**

**THAT the Board approve the amendment to the District School Calendar, Kanaka Creek School Calendar, and the District Distributed Learning Calendar for 2017/18.**

Attachments

## 2017-2018 DISTRICT SCHOOL CALENDAR

Schools opening day for students	Tuesday, September 5, 2017
<i>Non-instructional day (curriculum implementation day)</i>	<i>Monday, September 25, 2017</i>
Thanksgiving Day	Monday, October 9, 2017
<i>Non-instructional day (province-wide)</i>	<i>Friday, October 20, 2017</i>
<i>Non-instructional day (school-based)</i>	<i>Friday, November 10, 2017</i>
Remembrance Day	Monday, November 13, 2017
Schools close for Winter break	Friday, December 22, 2017
Winter break	Monday, December 25, 2017 to Friday, January 5, 2018
Schools reopen after Winter break	Monday, January 8, 2018
<i>Non-instructional day (district)</i>	<i>Friday, January 26, 2018</i>
<i>Schools Not in Session</i>	<i>Friday, February 9, 2018</i>
Family Day	Monday, February 12, 2018
<i>Non-instructional day (curriculum implementation day)</i>	<i>Tuesday, February 13, 2018</i>
Schools close for Spring break	Friday, March 9, 2018
Schools Not in Session	Monday, March 12, 2018 to Friday, March 16, 2018
Spring break	Monday, March 19, 2018 to Friday, March 23, 2018
Schools reopen after Spring break	Monday, March 26, 2018
Good Friday	Friday, March 30, 2018
Easter Monday	Monday, April 2, 2018
<i>Non-instructional day (school-based)</i>	<i>Monday, April 30, 2018</i>
Victoria Day	Monday, May 21, 2018
<i>Non-instructional day (district)</i>	<i>Tuesday, May 22, 2018</i>
Last day for students	Wednesday, June 27, 2018
Year-end administrative day	Thursday, June 28, 2018
Schools close for Summer vacation	Thursday, June 28, 2018

**ELEMENTARY (K-7) DAILY SCHEDULE:** 8:30am to 2:20pm. 295 instructional minutes per day. Kindergarten gradual entry the first 2 weeks of September.

**NB:** *Kanaka Creek Elementary* will run its year round calendar separate from this calendar.

**SECONDARY (8-12) DAILY SCHEDULE:** 8:30am to 2:40pm. 320 instructional minutes per day.

**Minimum number of hours of instruction that must be offered as per *School Act* and *Calendar Regulation*:**

848 hours of instruction for students in kindergarten.

873 hours of instruction for students in grades 1 to 7.

947 hours of instruction for students in grades 8 to 12.

# SCHOOL DISTRICT 42: School Year 2017 to 2018

August 2017						
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January 2018						
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Elementary hours 8:30 a.m. to 2:20 p.m. 295 instructional minutes per day  
 Secondary hours 8:30 a.m. to 2:40 p.m. 320 instructional minutes per day

	Opening Day
	Scheduled Vacation
	Statutory Holidays
	Professional Development Days
	Last Day for Students
	Administrative Day – no school
	Schools Not in Session
	Curriculum Days

## 2017-2018 DISTRIBUTED LEARNING SCHOOL CALENDAR

Schools opening day for students	Tuesday, September 5, 2017
<i>Non-instructional day (curriculum implementation day)</i>	<i>Monday, September 25, 2017</i>
Thanksgiving Day	Monday, October 9, 2017
<i>Non-instructional day (province-wide)</i>	<i>Friday, October 20, 2017</i>
<i>Non-instructional day (school-based)</i>	<i>Friday, November 10, 2017</i>
Remembrance Day	Monday, November 13, 2017
Schools close for Winter break	Friday, December 22, 2017
Winter break	Monday, December 25, 2017 to Friday, January 5, 2018
Schools reopen after Winter break	Monday, January 8, 2018
<i>Non-instructional day (district)</i>	<i>Friday, January 26, 2018</i>
<i>Schools Not in Session</i>	<i>Friday, February 9, 2018</i>
Family Day	Monday, February 12, 2018
<i>Non-instructional day (curriculum implementation day)</i>	<i>Tuesday, February 13, 2018</i>
Schools close for Spring break	Friday, March 9, 2018
Schools Not In Session	Monday, March 12, 2018 to Friday, March 16, 2018
Spring break	Monday, March 19, 2018 to Friday, March 23, 2018
Schools reopen after Spring break	Monday, March 26, 2018
Good Friday	Friday, March 30, 2018
Easter Monday	Monday, April 2, 2018
<i>Non-instructional day (school-based)</i>	<i>Monday, April 30, 2018</i>
Victoria Day	Monday, May 21, 2018
<i>Non-instructional day (district)</i>	<i>Tuesday, May 22, 2018</i>
Last day for students	Wednesday, June 27, 2018
Year-end administrative day	Thursday, June 28, 2018
Schools close for Summer vacation	Thursday, June 28, 2018

## 2017-2018 KANAKA CREEK SCHOOL CALENDAR

Schools opening day for students	Tuesday, September 5, 2017
<i>Non-instructional day (curriculum implementation day)</i>	<i>Monday, September 25, 2017</i>
Thanksgiving Day	Monday, October 9, 2017
<i>Non-instructional day (province-wide)</i>	<i>Friday, October 20, 2017</i>
<i>Non-instructional day (school-based)</i>	<i>Friday, November 10, 2017</i>
Remembrance Day	Monday, November 13, 2017
Schools close for Winter break	Friday, December 8, 2017
Winter break	Monday, December 11, 2017 to Friday, January 5, 2018
Schools reopen after Winter break	Monday, January 8, 2018
<i>Non-instructional day (district)</i>	<i>Friday, January 26, 2018</i>
<i>Schools Not in Session</i>	<i>Friday, February 9, 2018</i>
Family Day	Monday, February 12, 2018
<i>Non-instructional day (curriculum implementation day)</i>	<i>Tuesday, February 13, 2018</i>
Schools close for Spring break	Thursday, March 29, 2018
Good Friday	Friday, March 30, 2018
Easter Monday	Monday, April 2, 2018
Spring break	Tuesday, April 3, 2018 to Friday, April 27, 2018
<i>Non-instructional day (school-based)</i>	<i>Monday, April 30, 2018</i>
Schools reopen after Spring break	Tuesday, May 1, 2018
Victoria Day	Monday, May 21, 2018
<i>Non-instructional day (district)</i>	<i>Tuesday, May 22, 2018</i>
Canada Day	Monday, July 2, 2018
Last day for students	Wednesday, July 25, 2018
Year-end administrative day	Thursday, July 26, 2018
Schools close for Summer vacation	Thursday, July 26, 2018

**ELEMENTARY (K-7) DAILY SCHEDULE:** 8:30am to 2:20pm. 295 instructional minutes per day. Kindergarten gradual entry the first 2 weeks of September.

**Minimum number of hours of instruction that must be offered as per *School Act* and *Calendar Regulation*:**

848 hours of instruction for students in kindergarten.

873 hours of instruction for students in grades 1 to 7.

947 hours of instruction for students in grades 8 to 12.

# SCHOOL DISTRICT 42 (KANAKA CREEK): School Year 2017 to 2018

August 2017						
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October 2017						
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November 2017						
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December 2017						
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January 2018						
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February 2018						
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March 2018						
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April 2018						
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May 2018						
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June 2018						
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July 2018						
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Elementary hours 8:30 a.m. to 2:20 p.m. 295 instructional minutes per day

Secondary hours 8:30 a.m. to 2:40 p.m. 320 instructional minutes per day

	Opening Day
	Scheduled Vacation
	Statutory Holidays
	Professional Development Days
	Last Day for Students
	Administrative Day – no school
	Schools Not in Session
	Curriculum Days





**ITEM 5**

To: **Board of Education**

From: Superintendent of Schools  
Sylvia Russell

Re: **STRATEGIC PLAN**

Date: June 21, 2017  
(Public Board Meeting)

---

**Decision**

---

**BACKGROUND/RATIONALE**

On October 30, 2013 the Board approved "The Roadmap to Excellence" as its Strategic Plan.

In consultation with school district staff, students and partner groups the attached Strategic Plan was created to align with current Ministry of Education guidelines.

The updated Maple Ridge – Pitt Meadows Board of Education strategic plan sets out the school districts' vision, mission and values. In achieving our mission, our vision and living our values, we are guided by three strategic directions. These strategic directions are developed out of school growth plans, departmental operational plans, the strategic facilities plan, student forum, and feedback collected from partner groups, through round tables, and through broader consultation.

The new strategic plan will guide the development of operational plans for the school district.

**RECOMMENDATION**

**THAT the Board approve the Strategic Plan.**

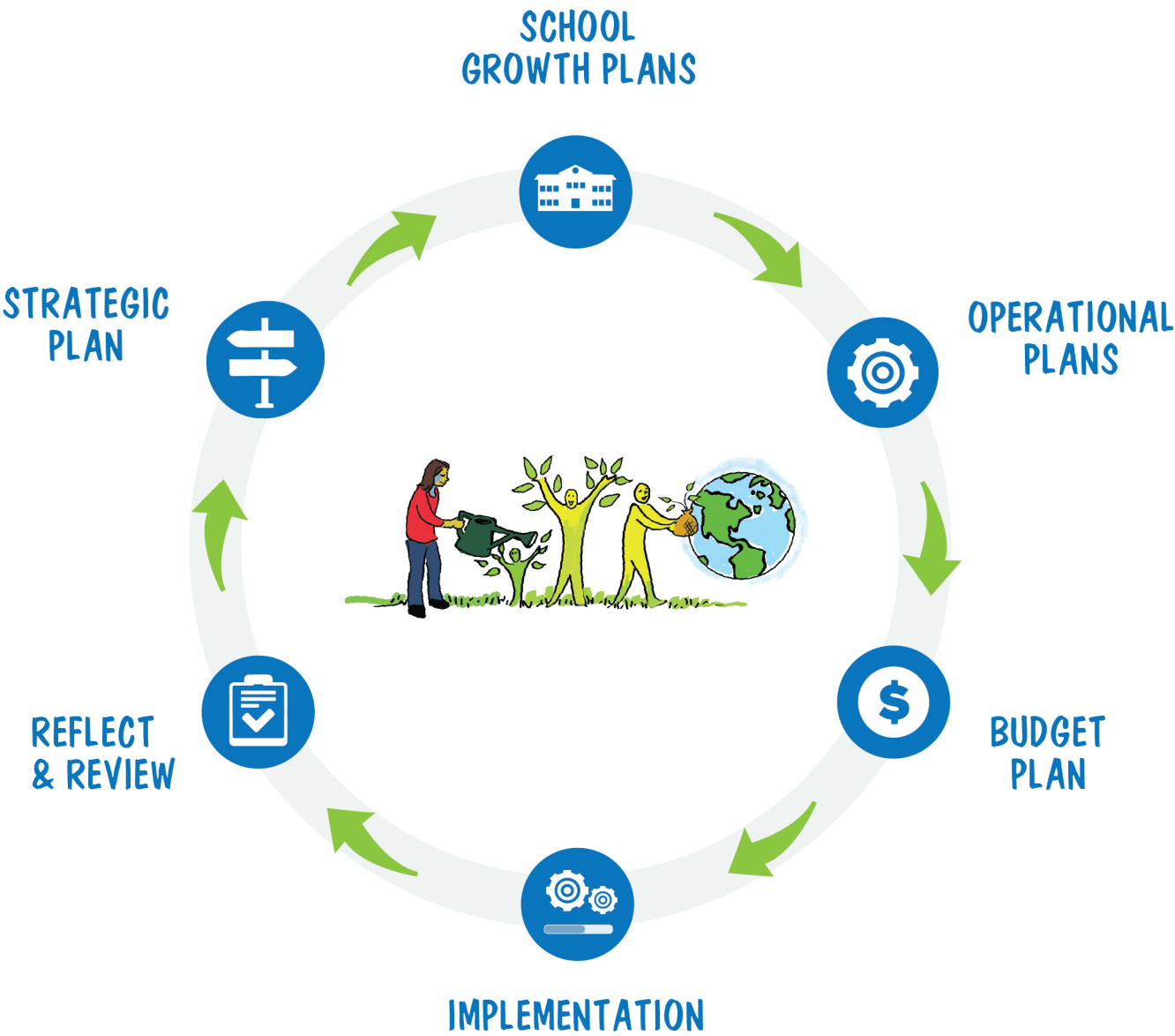
Attachment



# **DRAFT STRATEGIC PLAN**

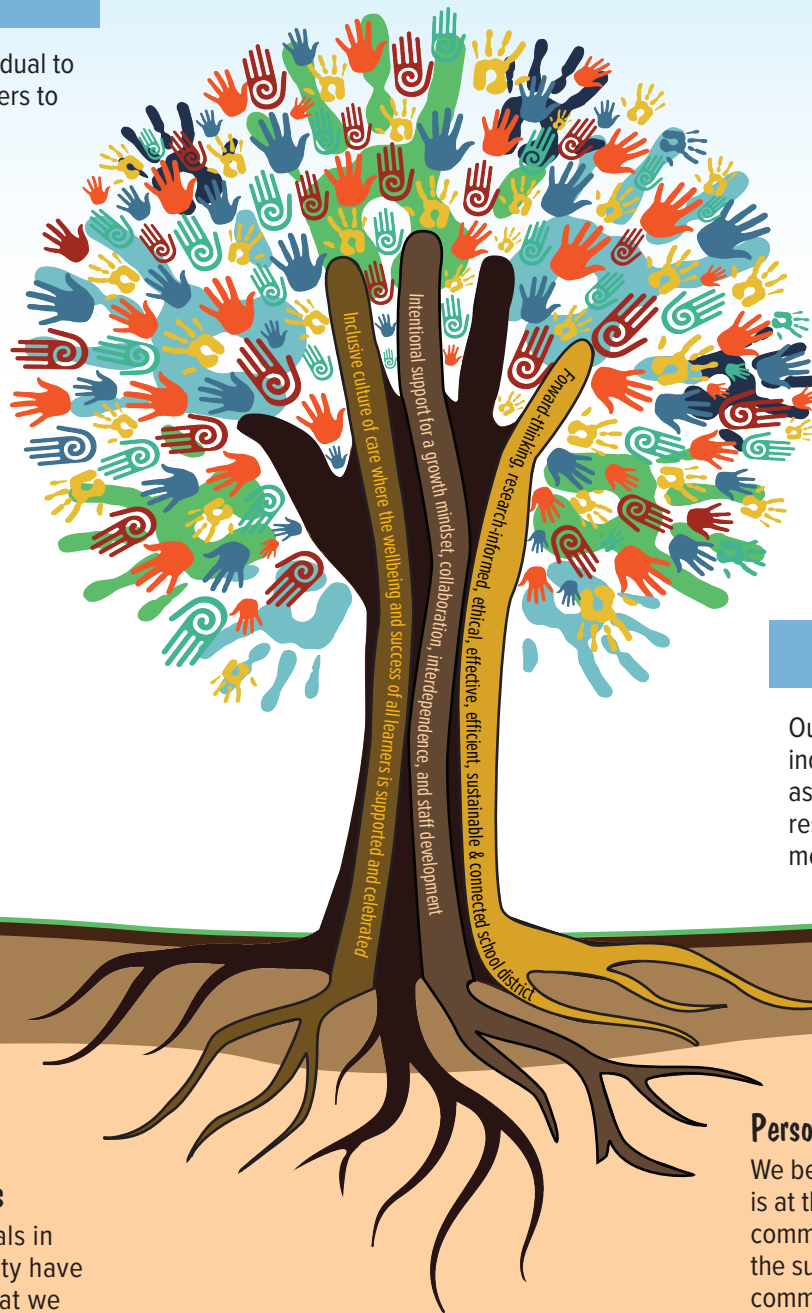
MAPLE RIDGE - PITT MEADOWS SCHOOL DISTRICT NO. 42

# STRATEGIC PLANNING CYCLE



## VISION

Our vision is for every individual to feel valued and for all learners to reach their potential.



## MISSION

Our mission is to support all individuals in their development as successful learners, and as respectful, caring and responsible members of society.

## OUR VALUES

### Responsibility to all learners

We believe that all individuals in our school district community have the capacity to learn and that we are responsible for supporting their learning.

### Uniqueness of each individual

We value the uniqueness of each learner and embrace diverse ways of learning. We foster a variety of instructional methods and provide support to all learners so that they can realize their potential.

### Diverse learning opportunities

We value choices for all learners, equity of access to all programs, and a holistic approach to learning. We encourage learning opportunities beyond the classroom. We support life-long learning.

### Culture and community

We celebrate our many cultures and seek ways to appreciate and embrace diversity. We encourage interdependence and collaboration within the school district community. We value community partnerships.

### Personal and social responsibility

We believe that a sense of belonging is at the heart of our school district community and is fundamental to the success of all learners. We are committed to acting as responsible stewards within our community. We cultivate a culture of care within our school district community, and seek to develop the leadership and citizenship capacity of all learners.

### High expectations for success

We value the ability of all learners to set high expectations for themselves and to describe personal success. We believe success is measured through credible evidence of learning and rigorous self-assessment. We are committed to supporting all learners in achieving personal success.

# STRATEGIC DIRECTIONS

In achieving our mission, our vision and living our values, we are guided by three strategic directions. These strategic directions are developed out of school growth plans, departmental operational plans, the strategic facilities plan, student forum, and feedback collected from partner groups, through round tables, and through broader consultation.

1

INCLUSIVE CULTURE OF CARE AND BELONGING WHERE THE WELLBEING AND SUCCESS OF ALL LEARNERS IS SUPPORTED AND CELEBRATED.

2

INTENTIONAL SUPPORT FOR A GROWTH MINDSET, COLLABORATION, INTERDEPENDENCE, AND STAFF DEVELOPMENT.

3

FORWARD-THINKING, RESEARCH-INFORMED, EFFECTIVE, EFFICIENT, SUSTAINABLE, VALUE-BASED AND CONNECTED SCHOOL DISTRICT.



Responsibility to all learners

Personal and social responsibility

Uniqueness of each individual

High expectations for success

Diverse learning opportunities

Culture and community

## OUR STRUCTURE

Effective and efficient support structures are a key component of maintaining our learning focus. With core values as our foundation, and a clear mandate to support teaching and learning, Maple Ridge - Pitt meadows aims to build capacity in all areas

### ADMINISTRATION

- Implement the board's policies and operational decisions through the education and business services of the district
- Provide educational and business leadership
- Implement the board's strategic plan
- Design, implement and monitor administrative policies and procedures

### GOVERNANCE

- Engage the community to build and maintain a school system that reflects local priorities, values and expectations
- Set direction for achievement in the district, allocate available resources and monitor performance
- Develop policies and assess the district's compliance with the policies

### FINANCE

- Design, implement and monitor financial policies, procedures, systems and internal controls
- Prepare financial statements, budgets and forecasts
- Monitor and report on financial performance

### INFORMATION TECHNOLOGY

- Technology as a tool to support instruction
- Design and manage IT infrastructure
- Develop enabling IT policies and procedures

### HUMAN RESOURCES

- Provide employment related services to support employees
- Build and strengthen relationships to promote positive employee and labour relations
- Implement and deliver HR practices that support the district's goals and objectives.

### FACILITIES

- Provide support services needed to deliver the safe, secure and effective operational environment required for the effective delivery of educational services.
- Maintain and care for schools, administrative buildings and grounds
- Plan, design and manage construction projects



**ITEM 6**

To: **Board of Education**

From: Sylvia Russell  
Superintendent

Re: **YENNADON ELEMENTARY ANNEX**

Date: June 21, 2017  
(Public Board Meeting)

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**Decision**

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**BACKGROUND/RATIONALE:**

To implement the language on class size and composition and to accommodate the larger number of incoming kindergarten students, the school district needed to find classroom space for additional divisions at Yennadon Elementary.

Having explored all other options, staff have concluded that the additional kindergarten divisions would need to be accommodated in the South Lillooet Centre, located on the west end of the Yennadon Elementary site.

In accordance with Policy 6600 Naming of School Facilities, when a facility undergoes a major change of use the Board may consider the impact of re-naming a facility on the community.

It is proposed that South Lillooet Centre be re-named Yennadon Elementary Annex.

**RECOMMENDATION:**

**THAT the Board approve that South Lillooet Centre be re-named Yennadon Elementary Annex.**

Attachment

**SD 42 POLICY: 6600****NAMING OF SCHOOL FACILITIES**

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**1. BELIEF STATEMENTS**

The Board of Education ("Board") believes that the naming or re-naming of schools and School District ("District") facilities should be undertaken following consultation with the affected constituents. The process of naming or re-naming a school or District facility should involve a broadly based constituency consultation. The school or District facility is the focus of the whole community and stakeholders for activities and identity. By naming the school or District facility in recognition of the community, the District encourages community pride and involvement. Except where otherwise determined by the Board, new schools or District facilities will be named in reference to historical, geographical or operational characteristics. Special consideration will be given to names that will have significant meaning to students and members of the community.

Wherever possible, if the facility is to be named in honour of a person, the consent of the individual will be obtained. If it is to be named after a deceased person, except for a person of distinction, the closest surviving relatives should approve.

**2. PROCESS**

The process of naming a new building will begin as soon as possible after the school site has been purchased and where construction is scheduled in the Board's current capital plan.

When an existing facility undergoes a major change of use, the Board will consider the opportunity to reflect the impact on the constituents and have a change of name for the facility.

An effort will be made to avoid confusion that may be caused by having schools with similar names.

In all cases, the final decision on naming a School District facility will be made by the Board.

**APPROVED: September 12, 2012**



**ITEM 7**

To: **Board of Education**

From: Secretary Treasurer  
Flavia Coughlan  
Director of Facilities  
Rick Delorme

Re: **2018/19 CAPITAL PLAN**

Date: June 21, 2017  
(Public Board Meeting)

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**Decision****BACKGROUND/RATIONALE:**

On April 10, 2017, the Ministry of Education issued the 2018/19 Capital Plan Instructions (Attachment A). The deadline for 2018/19 Capital Plan submission to the Ministry is June 30, 2017. The Ministry is seeking submissions for the following capital programs:

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

The attached proposed 2018/19 Capital Plan lists projects for the fiscal years 2018/19 to 2022/23 according to the Board's assigned priority of capital needs. (Attachment B)

**Strategic Facilities Plan**

In order to ensure that Capital Plan submissions accurately reflect the priorities and needs of the Maple Ridge-Pitt Meadows School District, a comprehensive Strategic Facilities Plan was prepared in consultation with stakeholders, educators, the community and the two municipalities. The Strategic Facilities Plan identifies and rationalizes current and future capital requirements for school sites, new schools, and facility upgrades based on building condition, seismic vulnerability and ongoing maintenance/life cycle costs; as well as new education initiatives.

**Seismic Mitigation Program**

In the 2015/16 Capital Plan the Ministry of Education requested that Project Definition Reports (PDR) be completed for Westview Secondary by August 31, 2016 and for Fairview Elementary by December 31, 2016. Both PDR's were completed and submitted to the Ministry of Education. Both projects have been included in the 2018/19 Capital Plan.

Westview Secondary	\$965,445
Fairview Elementary	\$1,970,000

### **School Expansion Program**

The recent Supreme Court decision and the increasing enrolment confirmed the need for elementary school expansion for three schools in the central capital area. The total estimated cost for these expansion projects is \$ 27,760,000 million.

<i>Proposed Elementary School Sites Expansion</i>	<i>Scope</i>	<i>Estimated Cost \$</i>
<i>Eric Langton Elementary</i>	Increase capacity to 80/600	\$8,920,000
<i>Glenwood Elementary</i>	Increase capacity to 80/600	\$9,920,000
<i>Harry Hooge Elementary</i>	Increase capacity to 80/600	\$8,920,000
<b><i>TOTAL (3 school expansion)</i></b>		<b>\$27,760,000</b>

The table below shows the proposed school sites included capital plan that have not already been approved for acquisition.

<i>Proposed Elementary School Sites General Location</i>	<i>Size (Ha)</i>	<i>Estimated Cost \$</i>
<i>Albion East Area Elementary</i>	2.80 Ha	\$5,844,000
<i>Silver Valley Area Elementary</i>	3.46 Ha	\$8,700,750
<b><i>TOTAL (2 new school sites)</i></b>	<b>7.66 Ha</b>	<b>\$14,544,750</b>

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### **Major Renovation**

Two major renovation projects are included in the capital plan:

Pitt Meadows Secondary	\$18,396,681
Pitt Meadows Elementary	\$5,352,407

### **Building Envelope Program**

Design work has been approved for Fairview Elementary. This project is included in the capital plan.

Fairview Elementary	\$2,290,000
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Also included in this section are building envelope remediation projects at: Albion Elementary, Pitt Meadows Elementary and Alouette Elementary.

Albion Elementary	\$1,725,000
Pitt Meadows Elementary	\$449,000
Alouette Elementary	\$708,000

### **School Enhancement Program**

The following table summarizes the school enhancement projects listed in the 2018/19 Capital Plan.

<b><i>School Name</i></b>	<b><i>Project Scope</i></b>	<b><i>School Enhancement Program</i></b>	<b><i>SD 42 Contribution</i></b>
<i>Albion Elementary</i>	Skylight, metal roof, envelope failures and drainage upgrade	\$683,000	0
<i>Maple Ridge Secondary</i>	Replace wood shop dust extraction system	\$416,000	0
<i>Pitt Meadows Secondary</i>	Central boiler plant and domestic hot water system upgrade	\$709,000	\$30,000
<i>Harry Hooge Elementary</i>	Central boiler plant and domestic hot water system upgrade	\$323,000	\$20,000
<i>Riverside Centre</i>	Central boiler plant and domestic hot water system upgrade	\$241,000	\$20,000
<i>Garibaldi Secondary</i>	Energy efficiency lighting upgrade	\$242,000	0
<b>TOTAL SEP</b>		<b>\$2,614,000</b>	<b>\$70,000</b>

### **Carbon Neutral Capital Program**

The following table details the project proposed to be completed under the carbon neutral capital program.

<b><i>School Name</i></b>	<b><i>Project Scope</i></b>	<b><i>Estimate (\$)</i></b>
<i>Westview Secondary</i>	Purchase and install 28 air source heat pump roof top units with gas fired back up heating.	\$ 518,000

### **RECOMMENDATION:**

**THAT the Board approve the 2018/19 Capital Plan for submission to the Ministry of Education.**

Attachments



April 10, 2017

**VIA EMAIL**  
Ref: 193820

To: All Superintendents  
All Secretary-Treasurers  
All School Districts

**Re: Capital Plan Instructions for 2018/19 Five-Year Capital Plan Submissions**

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The Ministry of Education thanks school districts for their valuable input throughout the past year as we developed the attached Capital Plan Instructions for the 2018/19 Five-Year Capital Plan Submissions.

We have incorporated much of that feedback, and these Capital Plan Instructions along with references such as the Capital Plan Allowances, Rates and Costing Factors are currently being posted on the Ministry website at:

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

Please note the supplementary Five-Year Capital Plan Submission intake spreadsheets identified in the Capital Plan Instructions will be emailed to each School District separately by your respective Ministry Planning Officer shortly.

Noteworthy changes to these Capital Plan Instructions are related to:

- Additional clarity on Capital Plan Response Letters, Board Resolution and Board Bylaw requirements in the submission/approval process.
- Reporting requirements for the Apprentices on Public Projects Policy.
- Information on construction project sign protocol.
- Reporting requirements arising from the restoration to collective agreement language.
- Introduction of modular construction options instead of traditional construction methods.
- Reporting requirements for enrolment projections and capacity analysis for all schools, and neighbouring schools potentially affected by a proposed project.
- Addition of dedicated Washroom Upgrades and Flooring Upgrades as eligible projects in the School Enhancement Program.
- Clarification to bus age and mileage criteria in the Bus Acquisition Program.

.../2

**Ministry of  
Education**

Standards and Construction  
Branch  
  
Capital Division

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

Location:  
5<sup>th</sup> Floor, 620 Superior St  
Victoria BC V8V 1V2

The Ministry will be providing webcasts for school districts on these Capital Plan Instructions throughout the coming months to assist in fielding any questions related to the instructions. The webcast schedule will be sent to you shortly.

With the annual Five-Year Capital Plan submission timelines now fully aligned with the Government's fiscal planning cycle, both the Ministry and School Districts will benefit from efficiencies and streamlining of processes and timelines.

We anticipate all future Capital Plan Instructions being released in March/April going forward, with submission deadlines of annual Five-Year Capital Plan submissions by the end of June. The submission deadline for the 2018/19 intake is June 30, 2017.

Should you have any questions, I encourage you to contact your respective Ministry Planning Officer, as well as to participate in one or more of the upcoming webcast sessions on these Capital Plan Instructions.

Sincerely,

A handwritten signature in blue ink, appearing to read "Michael Nyikes".

Michael Nyikes, Director  
Standards and Construction Branch

Attachments: Capital Plan Instructions for 2018/19 Five-Year Capital Plan Submissions  
Associated Appendices

pc: Shanna Mason, Assistant Deputy Minister, Capital Division  
Ryan Spillett, Executive Director, Capital Delivery Branch  
All Regional Directors & Planning Officers, Capital Delivery Branch

**The Board of Education of School District No. 42**  
**Capital Plan Summary 2018/19**

<b>Year</b>		<b>Priority</b>	<b>School / Project</b>	<b>Amount</b>
1	2018/19	1	Eric Langton Elementary Addition	\$8,920,000
1	2018/19	2	SPS-Westview Secondary Seismic Upgrade	\$965,445
1	2018/19	3	SPS-Fairview Elementary Seismic Upgrade	\$1,970,000
1	2018/19	4	BEP-Albion Elementary	\$1,725,000
2	2019/20	5	BEP-Fairview Elementary	\$2,290,000
3	2020/21	6	Glenwood Elementary Addition	\$9,920,000
5	2022/23	7	Harry Hooze Addition	\$8,920,000
5	2022/23	8	Reno-Pitt Meadows Secondary -Major Renovation & BEP Upgrade	\$18,396,681
5	2022/23	9	BEP-Pitt Meadows Elementary	\$449,000
5	2022/23	10	Reno--Pitt Meadows Elementary-Major Renovation	\$5,352,407
5	2022/23	11	BEP-Alouette Elementary	\$708,000
5	2022/23	12	New-Albion East Elementary-Site Acquisition for New 60/525 Elementary School	\$5,844,000
5	2022/23	13	New-Silver Valley Central Elementary-Site Acquisition for New 60/525 Elementary School	\$8,700,750
<b>Total</b>				<b>\$74,161,283</b>



Submission Date (yyyy-mm-dd)	15/09/2016
------------------------------	------------

Primary Contact	Name	Phone	Email
	Rick Delorme	604-466-6154	rdelorme@sd42.ca

Long Range Facilities Plan	Is it Completed?	Date Completed (mm-yyyy)	Date Updated (mm-yyyy)
	Yes	Oct-15	Oct-15

Public Agenda Page 41



## EXPANSION Projects - 2018/19 Call for Projects (Five-Year Capital Plan Submission)

Primary Contact	Name	Phone	Email
	Rick Delorme	604-466-6154	rdelorme@sd42.ca

Long Range Facilities Plan	Is it Completed?	Date Completed (mm-yyyy)	Date Updated (mm-yyyy)
	Yes	Oct-15	Oct-15

[illegible]





## SCHOOL REPLACEMENT Projects - 2018/19 Call for Projects (Five-Year Capital Plan Submission)

Primary Contact	Name	Phone	Email
	Rick Delorme	604-466-6154	rdelorme@sd42.ca

Long Range Facilities Plan	Is it Completed?	Date Completed (mm-yyyy)	Date Updated (mm-yyyy)
	Yes	Oct-15	Oct-15

[illegible]



## BUILDING ENVELOPE PROGRAM Projects - 2018/19 Call for Projects (Five-Year Capital Plan Submission)

Primary Contact	Name	Phone	Email
	Rick Delorme	604-466-6154	rdelorme@sd42.ca


Long Range Facilities Plan	Is it Completed?	Date Completed (mm-yyyy)	Date Updated (mm-yyyy)
	Yes	Oct-15	Oct-15


[illegible]



## School Enhancement Program (SEP) - 2018/19 Call for Projects


#### ICON DESCRIPTION

 :Complete

 :Incomplete

Name	Phone	Email
Rick Delorme	604-466-6154	rdelorme @sd42.ca

SCHOOL DISTRICT		PROJECT IDENTIFICATION																	PROJECT SCHEDULE			PROJECT COST			SUPPLEMENTAL INFOR		CAMS DATABASE (VFA)				
SD #	SD Name	Identifier - Ministry Facility Code	Facility Name	Project Priority	Is this a Grouped Project?	Group Project Identifier	Community	Project Type	Project Description	Other Comments (N/A if none)	Project Benefits	Primary Driver	Previously funded from 2017/18 SEP (YES/NO)	Current Annual Operational/Maintenance Costs (\$)	Estimated Annual Operational/Maintenance Costs (\$)	Estimated Annual Savings (\$)	Savings Rationale	Start Date (e.g., Dec-2017)	End Date (e.g., Dec-2017)	Current Project Phase	School Enhancement Funding	SD Contributions	Other Funding	Total Project Cost	Current Consultant Report	VFA Requirement - ID#	New or Replacement	% of system replaced (0-100)	New System Quantity	Icon2	
42	Maple Ridge - Pitt Meadows	4242005	Albion Elementary	1	No	N/A	Maple Ridge	Building Enclosure Upgrades	Skylight-Metal roof and envelope failures-drainage issues-see attached report		Roof and skylight leakage causing Health and Safety Concerns from staff. Drainage issues flooding crawlspace health and safety concern.	System Renewal	NO	\$ -	\$ -	\$ -		Mar-18	Oct-18	Design	\$ 683,000	\$ -	\$ -	\$ 683,000	Yes	REQ-225397	Replacement	100	✖		
42	Maple Ridge - Pitt Meadows	4242001	Maple Ridge Secondary	2	No	N/A	Maple Ridge	Health and Safety Upgrades	Replace wood shop dust system		Health and safety does not meet code	Safety	NO	\$ -	\$ -	\$ -		Mar-18	Sep-18	Design	\$ 416,000	\$ -	\$ -	\$ 416,000	Yes	REQ-224431	Replacement	100	✖		
42	Maple Ridge - Pitt Meadows	4242003	Pitt Meadows Secondary	3	No	N/A	Pitt Meadows	Mechanical Upgrades	Central boiler plant and domestic hot water system upgrade		End of life replacement with improved system energy efficiency	System Renewal	NO	\$ 35,700	\$ 21,700	\$ 14,000	rgy consumption sav	Mar-18	Sep-18	Tender-Ready	\$ 709,000	\$ 30,000	\$ -	\$ 739,000	Yes	REQ-227367	Replacement	100	✖		
42	Maple Ridge - Pitt Meadows	4242036	Harry Hooge Elementary	4	Yes	A	Maple Ridge	Mechanical Upgrades	Central boiler plant and domestic hot water system upgrade		End of life replacement with improved system energy efficiency	System Renewal	NO	\$ 25,400	\$ 21,400	\$ -	rgy consumption sav	Mar-18	Sep-18	Tender-Ready	\$ 323,000	\$ 20,000	\$ -	\$ 343,000	Yes	REQ-225821	Replacement	100	✖		
42	Maple Ridge - Pitt Meadows	4242034	Riverside Center	4	Yes	A	Maple Ridge	Mechanical Upgrades	Central boiler plant and domestic hot water system upgrade		End of life replacement with improved system energy efficiency	System Renewal	NO	\$ 9,600	\$ 3,200	\$ 6,400	rgy consumption sav	Mar-18	Sep-18	Tender-Ready	\$ 241,000	\$ 20,000	\$ -	\$ 261,000	Yes	REQ-213116	Replacement	100	✖		
42	Maple Ridge - Pitt Meadows	4242002	Garibaldi Secondary	5	No	N/A	Maple Ridge	Energy Upgrades	Lighting upgrade		Improved system energy efficiency	Energy Savings	NO	\$ 82,000	\$ 71,000	\$ 11,000	rgy consumption sav	Mar-18	Sep-18	Design	\$ 242,000	\$ -	\$ -	\$ 242,000	Yes		Replacement	100	✖		
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		Ministry of Education - Capital Division		Submission Date (yyyy-mm-dd) <input type="text"/>	
Carbon Neutral Capital Program (CNCPP) - 2018/19 Call for Projects					
Primary Contact		Name		Phone	Email
		Alexandra Tudose		604-466-6157	alexandra_tudose@ed42.ca

SCHOOL DISTRICT		PROJECT IDENTIFICATION							CAMS DATABASE (VFA)				PROJECT COST				PROJECT SCHEDULE			ENERGY COST SAVINGS			ENERGY AND EMISSION REDUCTIONS											SUPPLEMENTAL INFORMATION					
SD#	SD Name	Identifier - Ministry Facility Code	Facility Name	Project Priority	Project Type	Project Description	Project Benefits	Additional Comments (input N/A if none)	VFA Requirement - ID #	New or Replacement	% of System Replaced (0-100)	New System Quantity	CNCP Funding	SD Contribution	Other Funding	Total Project Cost	Start Date (e.g., Dec-2017)	End Date (e.g., Dec-2017)	Current Phase	Annual Fuel Cost Savings	Annual Electricity Cost Savings	Total Cost Savings	2016 Smart Tool Emissions (TCO2e)	Fuel Type	Annual Fuel Usage Reduction (GJ)	Annual Avoided Emissions (TCO2e)	Electricity Supplier	Annual Electricity Usage Reduction (kWh)	Annual Avoided Emissions (TCO2e)	Total Annual Avoided Emissions (TCO2e)	Annual Emissions Reduction from 2016	Annual Avoided Carbon Offsets	Payback Period (years)	Energy Study Attached	Energy Study Date (yyyy-mm-dd)	Mechanical Study Attached	Mechanical Study Date (yyyy-mm-dd)	Technology Industry Proven	Technology Previously Used by SD
42	aple Ridge - Pitt Meado	4242004	Westview Secondary	1	HVAC	Purchase and install 26 air source heat pump roof top units with gas fired back-up heating, DDC system connection, roofing, curbs, architectural	End of life replacement with improved system energy efficiency		REQ-221668	Replacement	100	26	\$ 488,000	\$ 30,000	\$ -	\$ 518,000	Mar-18	Sep-18	Tender Ready	\$ 11,500	\$ -	\$ 11,500	70	05. Natural Gas	1400	70	03. BC Hydro	0	-	70	100%	\$ 1,741.29	39	Yes	4/1/2016	Yes	4/1/2016	Yes	Yes
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**ITEM 8  
REVISED**

To: **Board of Education**

From: Secretary Treasurer  
Flavia Coughlan  
Assistant Secretary Treasurer  
Monica Schulte

Re: **2017/18 PRELIMINARY BUDGET BYLAW**

Date: June 21, 2017  
(Public Board Meeting)

---

**Decision**

---

**BACKGROUND/RATIONALE:**

On April 26, 2017, the Board of Education of School District No. 42 (Maple Ridge – Pitt Meadows) approved the preliminary operating budget balancing proposals as outlined in the Preliminary Budget 2017/18 for implementation and incorporation in the Board's Budget Bylaw for 2017/18.

On June 21, 2017, the Ministry of Education approved our Classroom Enhancement Fund (CEF) staffing and overhead submissions and allocated \$7,957,462 for teachers and \$1,149,670 for overhead for a total CEF allocation of \$9,107,132 (Attachment A). The total cost for the teachers is \$8,492,567 (88.5 FTE) with the balance of \$535,105 coming from year end balances in Learning Improvement Fund (\$235K) and Priority Measures Fund (300K). The Budget Bylaw for 2017/18 has been amended to reflect this funding announcement.

The attached Annual Budget Bylaw for 2017/18 (Attachment B) was prepared in accordance with Public Sector Accounting standards and it incorporates the Board approved budget balancing proposals as outlined in the Preliminary Operating Budget 2017/18 as well as preliminary budgets for special purpose funds, and the capital fund.

The major components of the special purpose funds budget are: Annual Facilities Grant, Community Link, Strong Start, Learning Improvement, Priority Measures, Classroom Enhancement, School Generated Funds and the Youth Education Support Fund (Schedules 3 and 3A).

The capital fund budget is comprised of estimates for Local Capital revenue and expense, amortization of deferred capital revenue, amortization of capital assets and annual expenditures related to Board approved capital bylaw projects which include the capital portion of the Annual Facilities Grant. (Statement 4 and Schedule 4)

As shown on Statement 2 of the budget bylaw a \$1.45 million overall deficit is projected. This annual deficit is a result of the amortization expense and budgeted capital asset purchased from operating and special purpose funds exceeding the amortization of deferred capital revenue plus budgeted local capital revenue (Schedule 4). This type of deficit is permitted under the Accounting Practices Order of the Ministry of Education.

**RECOMMENDATIONS:**

1. **THAT The Annual Budget Bylaw of the Board for the Fiscal year 2017/18 be given three (3) readings at this meeting. (vote must be unanimous)**
2. **THAT the Board of Education of School District No. 42 (Maple Ridge – Pitt Meadows) 2017/18 Annual Budget Bylaw in the amount of \$166,757,478 be:**

**Read a first time on the 21st day of June, 2017;**

**Read a second time on the 21st day of June, 2017;**

**Read a third time, passed and adopted on the 21st day of June, 2017.**

Attachment



June 21, 2017

**VIA EMAIL**  
Ref: 194664

To: Sylvia Russell, Superintendent  
Flavia Coughlan, Secretary Treasurer  
School District 42 (Maple Ridge-Pitt Meadows)  
[sylvia\\_russell@sd42.ca](mailto:sylvia_russell@sd42.ca); [flavia\\_coughlan@sd42.ca](mailto:flavia_coughlan@sd42.ca)

**RE: Classroom Enhancement Fund - Staffing and Overhead Submission**

Dear Sylvia and Flavia:

Your Classroom Enhancement Fund (CEF) staffing and overhead submissions have been reviewed by the CEF Review Committee and you have been approved to hire up to 88.7 FTE, with costs expected to be under \$7,957,462. You have also been approved for \$1,149,670 in overhead for a total CEF allocation of \$9,107,132, which will be disbursed as a Special Grant in monthly instalments starting in September 2017. Recognizing that it is premature to be committing funding for remedies at this point in time, given that final classroom organization will not be determined until September 30<sup>th</sup>, the allocation amounts noted above do not currently include remedy funding. I can confirm that remedies will be funded in the fall, once the actual number of incidences is known.

You will be required to report back to the Ministry in October 2017 on the following (template and specific dates to be provided over the coming months):

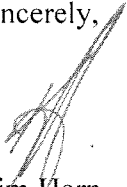
- Actual hiring of teacher FTEs compared to your plan hiring;
- Actual salary information for the teacher FTEs that are hired; and
- Actual remedy utilization and costs.

Funding will be adjusted as part of the regular December grant recalculation based on actual costs, and a final year-end report on spending will also be required, noting that any underspend in CEF will be either reclaimed by the Ministry or reduced from your 2018/19 CEF grant amount.

.../2

If you have any questions about your allocation or would like further information, please contact either myself at [Kim.Horn@gov.bc.ca](mailto:Kim.Horn@gov.bc.ca), Jonathan Foweraker at [Jonathan.Foweraker@gov.bc.ca](mailto:Jonathan.Foweraker@gov.bc.ca), or Ian Aaron at [Ian.Aaron@gov.bc.ca](mailto:Ian.Aaron@gov.bc.ca) for further information.

Sincerely,

A handwritten signature in dark ink, appearing to be 'Kim Horn', written over a horizontal line.

Kim Horn  
Executive Director

cc: Mike Murray, Board Chair  
SD 42 (Maple Ridge-Pitt Meadows)



Annual Budget

**School District No. 42 (Maple Ridge-Pitt Meadows)**

June 30, 2018

# School District No. 42 (Maple Ridge-Pitt Meadows)

June 30, 2018

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\*NOTE - Statement 1, Statement 3, Statement 5, Schedule 1 and Schedules 4A - 4D are used for Financial Statement reporting only.

## ANNUAL BUDGET BYLAW

A Bylaw of THE BOARD OF EDUCATION OF SCHOOL DISTRICT NO. 42 (MAPLE RIDGE-PITT MEADOWS) (called the "Board") to adopt the Annual Budget of the Board for the fiscal year 2017/2018 pursuant to section 113 of the *School Act*, R.S.B.C., 1996, c. 412 as amended from time to time (called the "Act").

1. Board has complied with the provisions of the Act respecting the Annual Budget adopted by this bylaw.
2. This bylaw may be cited as School District No. 42 (Maple Ridge-Pitt Meadows) Annual Budget Bylaw for fiscal year 2017/2018.
3. The attached Statement 2 showing the estimated revenue and expense for the 2017/2018 fiscal year and the total budget bylaw amount of \$166,757,478 for the 2017/2018 fiscal year was prepared in accordance with the *Act*.
4. Statement 2, 4 and Schedules 2 to 4 are adopted as the Annual Budget of the Board for the fiscal year 2017/2018.

READ A FIRST TIME THE 21st DAY OF JUNE, 2017;

READ A SECOND TIME THE 21st DAY OF JUNE, 2017;

READ A THIRD TIME, PASSED AND ADOPTED THE 21st DAY OF JUNE, 2017;

( Corporate Seal )

---

Chairperson of the Board

---

Secretary Treasurer

I HEREBY CERTIFY this to be a true original of School District No. 42 (Maple Ridge-Pitt Meadows) Annual Budget Bylaw 2017/2018, adopted by the Board the 17th DAY OF MAY, 2017.

---

Secretary Treasurer

# School District No. 42 (Maple Ridge-Pitt Meadows)

Statement 2

Annual Budget - Revenue and Expense

Year Ended June 30, 2018

	2018 Annual Budget	2017 Amended Annual Budget
<b>Ministry Operating Grant Funded FTE's</b>		
School-Age	14,404,459	14,338,375
Adult	124,000	113,875
Other	94,875	102,813
<b>Total Ministry Operating Grant Funded FTE's</b>	<b>14,623,334</b>	<b>14,555,063</b>
<b>Revenues</b>	\$	\$
Provincial Grants		
Ministry of Education	141,552,128	131,763,859
Other	363,357	393,551
Federal Grants	164,600	164,600
Tuition	9,149,360	8,915,533
Other Revenue	5,556,212	5,440,265
Rentals and Leases	388,500	423,500
Investment Income	385,000	385,400
Amortization of Deferred Capital Revenue	5,308,000	5,328,066
<b>Total Revenue</b>	<b>162,867,157</b>	<b>152,814,774</b>
<b>Expenses</b>		
Instruction	135,970,434	126,982,445
District Administration	4,860,632	5,269,054
Operations and Maintenance	23,630,283	23,366,439
Transportation and Housing	680,698	540,965
<b>Total Expense</b>	<b>165,142,047</b>	<b>156,158,903</b>
<b>Net Revenue (Expense)</b>	<b>(2,274,890)</b>	<b>(3,344,129)</b>
<b>Budgeted Allocation (Retirement) of Surplus (Deficit)</b>	<b>828,321</b>	<b>4,131,247</b>
<b>Budgeted Surplus (Deficit), for the year</b>	<b>(1,446,569)</b>	<b>787,118</b>
<b>Budgeted Surplus (Deficit), for the year comprised of:</b>		
Operating Fund Surplus (Deficit)		
Special Purpose Fund Surplus (Deficit)		
Capital Fund Surplus (Deficit)	(1,446,569)	787,118
<b>Budgeted Surplus (Deficit), for the year</b>	<b>(1,446,569)</b>	<b>787,118</b>

School District No. 42 (Maple Ridge-Pitt Meadows)

Statement 2

Annual Budget - Revenue and Expense  
Year Ended June 30, 2018

	2018 Annual Budget	2017 Amended Annual Budget
Budget Bylaw Amount		
Operating - Total Expense	140,567,640	139,002,702
Operating - Tangible Capital Assets Purchased	1,169,798	3,594,000
Special Purpose Funds - Total Expense	16,074,407	8,499,490
Special Purpose Funds - Tangible Capital Assets Purchased	445,633	436,000
Capital Fund - Total Expense	8,500,000	8,656,711
Capital Fund - Tangible Capital Assets Purchased from Local Capital		1,326,037
Total Budget Bylaw Amount	166,757,478	161,514,940

Approved by the Board

Signature of the Chairperson of the Board of Education	Date Signed
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Signature of the Superintendent	Date Signed
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Signature of the Secretary Treasurer	Date Signed
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# School District No. 42 (Maple Ridge-Pitt Meadows)

Statement 4

Annual Budget - Changes in Net Financial Assets (Debt)

Year Ended June 30, 2018

	2018 Annual Budget	2017 Amended Annual Budget
	\$	\$
<b>Surplus (Deficit) for the year</b>	<b>(2,274,890)</b>	<b>(3,344,129)</b>
<b>Effect of change in Tangible Capital Assets</b>		
Acquisition of Tangible Capital Assets		
From Operating and Special Purpose Funds	<b>(1,615,431)</b>	(4,030,000)
From Local Capital		(1,326,037)
<b>Total Acquisition of Tangible Capital Assets</b>	<b>(1,615,431)</b>	<b>(5,356,037)</b>
Amortization of Tangible Capital Assets	<b>8,500,000</b>	8,656,711
<b>Total Effect of change in Tangible Capital Assets</b>	<b>6,884,569</b>	3,300,674
	-	-
<b>(Increase) Decrease in Net Financial Assets (Debt)</b>	<b>4,609,679</b>	<b>(43,455)</b>

# School District No. 42 (Maple Ridge-Pitt Meadows)

Schedule 2

Annual Budget - Operating Revenue and Expense

Year Ended June 30, 2018

	2018 Annual Budget	2017 Amended Annual Budget
	\$	\$
<b>Revenues</b>		
Provincial Grants		
Ministry of Education	129,522,088	127,203,369
Other	363,357	393,551
Federal Grants	164,600	164,600
Tuition	9,149,360	8,915,533
Other Revenue	936,212	984,902
Rentals and Leases	388,500	423,500
Investment Income	385,000	380,000
<b>Total Revenue</b>	<b>140,909,117</b>	<b>138,465,455</b>
<b>Expenses</b>		
Instruction	120,623,527	119,035,728
District Administration	4,800,632	5,178,097
Operations and Maintenance	14,462,783	14,247,912
Transportation and Housing	680,698	540,965
<b>Total Expense</b>	<b>140,567,640</b>	<b>139,002,702</b>
<b>Net Revenue (Expense)</b>	<b>341,477</b>	<b>(537,247)</b>
<b>Budgeted Prior Year Surplus Appropriation</b>	<b>828,321</b>	<b>4,131,247</b>
<b>Net Transfers (to) from other funds</b>		
Tangible Capital Assets Purchased	(1,169,798)	(3,594,000)
<b>Total Net Transfers</b>	<b>(1,169,798)</b>	<b>(3,594,000)</b>
<b>Budgeted Surplus (Deficit), for the year</b>	<b>-</b>	<b>-</b>

# School District No. 42 (Maple Ridge-Pitt Meadows)

Schedule 2A

Annual Budget - Schedule of Operating Revenue by Source

Year Ended June 30, 2018

	2018 Annual Budget	2017 Amended Annual Budget
	\$	\$
<b>Provincial Grants - Ministry of Education</b>		
Operating Grant, Ministry of Education	126,933,448	124,723,347
INAC/LEA Recovery	(461,757)	(461,757)
Other Ministry of Education Grants		
Pay Equity	1,874,966	1,874,966
Funding for Graduated Adults	250,000	50,000
Transportation Supplement	185,990	185,990
Carbon Tax Grant	91,000	91,000
Return of Administrative Savings	631,773	631,773
FSA Scoring	16,668	16,668
Shoulder Tap Grant		17,500
Economic Stability Dividend		73,882
<b>Total Provincial Grants - Ministry of Education</b>	<b>129,522,088</b>	<b>127,203,369</b>
<b>Provincial Grants - Other</b>	<b>363,357</b>	<b>393,551</b>
<b>Federal Grants</b>	<b>164,600</b>	<b>164,600</b>
<b>Tuition</b>		
Summer School Fees	44,615	44,615
Continuing Education	597,745	597,745
International and Out of Province Students	8,426,000	8,192,173
Other Tuition	81,000	81,000
<b>Total Tuition</b>	<b>9,149,360</b>	<b>8,915,533</b>
<b>Other Revenues</b>		
LEA/Direct Funding from First Nations	477,067	477,067
Miscellaneous		
Revenue Generation	84,000	60,000
Partnership Program	136,145	136,145
Miscellaneous	186,000	186,000
Transportation Revenue	8,000	10,000
Before and After School Programming	45,000	115,690
<b>Total Other Revenue</b>	<b>936,212</b>	<b>984,902</b>
<b>Rentals and Leases</b>	<b>388,500</b>	<b>423,500</b>
<b>Investment Income</b>	<b>385,000</b>	<b>380,000</b>
<b>Total Operating Revenue</b>	<b>140,909,117</b>	<b>138,465,455</b>



# School District No. 42 (Maple Ridge-Pitt Meadows)

Schedule 2B

Annual Budget - Schedule of Operating Expense by Object

Year Ended June 30, 2018

	2018 Annual Budget	2017 Amended Annual Budget
	\$	\$
<b>Salaries</b>		
Teachers	64,579,805	63,731,783
Principals and Vice Principals	6,941,010	6,078,269
Educational Assistants	11,293,914	11,044,406
Support Staff	10,986,898	10,758,808
Other Professionals	3,801,283	3,950,190
Substitutes	4,288,359	4,422,955
<b>Total Salaries</b>	<b>101,891,269</b>	<b>99,986,411</b>
<b>Employee Benefits</b>	<b>25,482,537</b>	<b>24,800,444</b>
<b>Total Salaries and Benefits</b>	<b>127,373,806</b>	<b>124,786,855</b>
<b>Services and Supplies</b>		
Services	5,387,420	5,645,044
Student Transportation	753,644	604,364
Professional Development and Travel	714,949	990,387
Rentals and Leases	50,158	2,116
Dues and Fees	142,964	149,353
Insurance	356,830	316,186
Supplies	3,242,859	3,986,876
Utilities	2,545,010	2,521,521
<b>Total Services and Supplies</b>	<b>13,193,834</b>	<b>14,215,847</b>
<b>Total Operating Expense</b>	<b>140,567,640</b>	<b>139,002,702</b>

# School District No. 42 (Maple Ridge-Pitt Meadows)

Schedule 2C

Annual Budget - Operating Expense by Function, Program and Object

Year Ended June 30, 2018

	Teachers Salaries	Principals and Vice Principals Salaries	Educational Assistants Salaries	Support Staff Salaries	Other Professionals Salaries	Substitutes Salaries	Total Salaries
	\$	\$	\$	\$	\$	\$	\$
<b>1 Instruction</b>							
1.02 Regular Instruction	49,560,170	493,978	469,793	356,385		2,253,012	53,133,338
1.03 Career Programs	484,378		397,907			35,141	917,426
1.07 Library Services	994,720			4,992		38,683	1,038,395
1.08 Counselling	1,495,279					110,787	1,606,066
1.10 Special Education	7,793,205	1,264,296	9,948,177	1,440,646	130,756	1,095,502	21,672,582
1.30 English Language Learning	681,501					31,499	713,000
1.31 Aboriginal Education	310,000	118,671	454,890	44,630		18,866	947,057
1.41 School Administration		4,702,137		2,292,361	27,663	252,544	7,274,705
1.60 Summer School	315,534	17,745	23,147	34,907			391,333
1.61 Continuing Education				87,813	301,869	6,237	395,919
1.62 International and Out of Province Students	2,921,641	218,801		449,125	306,566	122,898	4,019,031
1.64 Other					65,795		65,795
<b>Total Function 1</b>	<b>64,556,428</b>	<b>6,815,628</b>	<b>11,293,914</b>	<b>4,710,859</b>	<b>832,649</b>	<b>3,965,169</b>	<b>92,174,647</b>
<b>4 District Administration</b>							
4.11 Educational Administration				45,630	835,620	8,747	889,997
4.40 School District Governance					144,375		144,375
4.41 Business Administration		125,382		463,378	1,141,925	51,608	1,782,293
<b>Total Function 4</b>	<b>-</b>	<b>125,382</b>	<b>-</b>	<b>509,008</b>	<b>2,121,920</b>	<b>60,355</b>	<b>2,816,665</b>
<b>5 Operations and Maintenance</b>							
5.41 Operations and Maintenance Administration	23,377			221,442	619,227	86,066	950,112
5.50 Maintenance Operations				5,218,078	227,487	167,145	5,612,710
5.52 Maintenance of Grounds				327,511		9,624	337,135
5.56 Utilities							-
<b>Total Function 5</b>	<b>23,377</b>	<b>-</b>	<b>-</b>	<b>5,767,031</b>	<b>846,714</b>	<b>262,835</b>	<b>6,899,957</b>
<b>7 Transportation and Housing</b>							
7.70 Student Transportation							-
<b>Total Function 7</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>9 Debt Services</b>							
<b>Total Function 9</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total Functions 1 - 9</b>	<b>64,579,805</b>	<b>6,941,010</b>	<b>11,293,914</b>	<b>10,986,898</b>	<b>3,801,283</b>	<b>4,288,359</b>	<b>101,891,269</b>

# School District No. 42 (Maple Ridge-Pitt Meadows)

Schedule 2C

Annual Budget - Operating Expense by Function, Program and Object

Year Ended June 30, 2018

	Total Salaries	Employee Benefits	Total Salaries and Benefits	Services and Supplies	2018 Annual Budget	2017 Amended Annual Budget
	\$	\$	\$	\$	\$	\$
<b>1 Instruction</b>						
1.02 Regular Instruction	53,133,338	12,379,946	65,513,284	2,175,341	67,688,625	66,978,376
1.03 Career Programs	917,426	434,993	1,352,419	552,017	1,904,436	1,726,528
1.07 Library Services	1,038,395	246,179	1,284,574	126,543	1,411,117	1,590,746
1.08 Counselling	1,606,066	381,536	1,987,602	35,060	2,022,662	2,270,445
1.10 Special Education	21,672,582	5,711,266	27,383,848	317,019	27,700,867	26,687,361
1.30 English Language Learning	713,000	168,865	881,865	17,091	898,956	1,824,308
1.31 Aboriginal Education	947,057	240,548	1,187,605	138,795	1,326,400	1,650,009
1.41 School Administration	7,274,705	1,993,673	9,268,378	331,996	9,600,374	9,240,553
1.60 Summer School	391,333	56,401	447,734	14,723	462,457	464,601
1.61 Continuing Education	395,919	56,741	452,660	233,740	686,400	688,182
1.62 International and Out of Province Students	4,019,031	964,174	4,983,205	1,831,858	6,815,063	5,623,181
1.64 Other	65,795	14,475	80,270	25,900	106,170	291,438
<b>Total Function 1</b>	<b>92,174,647</b>	<b>22,648,797</b>	<b>114,823,444</b>	<b>5,800,083</b>	<b>120,623,527</b>	<b>119,035,728</b>
<b>4 District Administration</b>						
4.11 Educational Administration	889,997	284,198	1,174,195	275,218	1,449,413	1,630,221
4.40 School District Governance	144,375	3,031	147,406	142,776	290,182	345,749
4.41 Business Administration	1,782,293	480,292	2,262,585	798,452	3,061,037	3,202,127
<b>Total Function 4</b>	<b>2,816,665</b>	<b>767,521</b>	<b>3,584,186</b>	<b>1,216,446</b>	<b>4,800,632</b>	<b>5,178,097</b>
<b>5 Operations and Maintenance</b>						
5.41 Operations and Maintenance Administration	950,112	217,379	1,167,491	529,435	1,696,926	1,613,216
5.50 Maintenance Operations	5,612,710	1,757,781	7,370,491	1,588,134	8,958,625	8,783,209
5.52 Maintenance of Grounds	337,135	91,059	428,194	244,092	672,286	674,751
5.56 Utilities	-	-	-	3,134,946	3,134,946	3,176,736
<b>Total Function 5</b>	<b>6,899,957</b>	<b>2,066,219</b>	<b>8,966,176</b>	<b>5,496,607</b>	<b>14,462,783</b>	<b>14,247,912</b>
<b>7 Transportation and Housing</b>						
7.70 Student Transportation	-	-	-	680,698	680,698	540,965
<b>Total Function 7</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>680,698</b>	<b>680,698</b>	<b>540,965</b>
<b>9 Debt Services</b>						
<b>Total Function 9</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total Functions 1 - 9</b>	<b>101,891,269</b>	<b>25,482,537</b>	<b>127,373,806</b>	<b>13,193,834</b>	<b>140,567,640</b>	<b>139,002,702</b>

School District No. 42 (Maple Ridge-Pitt Meadows)

Schedule 3

Annual Budget - Special Purpose Revenue and Expense  
Year Ended June 30, 2018

	2018 Annual Budget	2017 Amended Annual Budget
	\$	\$
Revenues		
Provincial Grants		
Ministry of Education	12,030,040	4,560,490
Other Revenue	4,490,000	4,369,600
Investment Income		5,400
Total Revenue	16,520,040	8,935,490
Expenses		
Instruction	15,346,907	7,946,717
District Administration	60,000	90,957
Operations and Maintenance	667,500	461,816
Total Expense	16,074,407	8,499,490
Net Revenue (Expense)	445,633	436,000
Net Transfers (to) from other funds		
Tangible Capital Assets Purchased	(445,633)	(436,000)
Total Net Transfers	(445,633)	(436,000)
Budgeted Surplus (Deficit), for the year	-	-

School District No. 42 (Maple Ridge-Pitt Meadows)

Annual Budget - Changes in Special Purpose Funds  
Year Ended June 30, 2018

	Annual Facility Grant	Learning Improvement Fund	Special Education Equipment	Scholarships and Bursaries	Service Delivery Transformation	School Generated Funds	Strong Start	Ready, Set, Learn	OLEP
	\$	\$	\$	\$	\$	\$	\$	\$	\$
Deferred Revenue, beginning of year	150,000	235,000	-	170,000	60,000	1,400,000	40,000	10,000	-
Add: Restricted Grants									
Provincial Grants - Ministry of Education	517,500	509,360	6,133				256,000	49,000	245,550
Federal Grants									
Other				10,000		4,300,000			
	517,500	509,360	6,133	10,000	-	4,300,000	256,000	49,000	245,550
Less: Allocated to Revenue	667,500	744,360	6,133	30,000	60,000	4,300,000	296,000	59,000	245,550
Deferred Revenue, end of year	-	-	-	150,000	-	1,400,000	-	-	-
Revenues									
Provincial Grants - Ministry of Education	667,500	744,360	6,133		60,000		296,000	59,000	245,550
Other Revenue				30,000		4,300,000			
	667,500	744,360	6,133	30,000	60,000	4,300,000	296,000	59,000	245,550
Expenses									
Salaries									
Teachers		189,745						20,000	77,500
Educational Assistants		414,360					160,000	2,000	
Support Staff	50,000						6,000		
Other Professionals									
Substitutes							4,000	1,500	3,240
	50,000	604,105	-	-	-	-	170,000	23,500	80,740
Employee Benefits	11,500	140,255					45,000	5,400	18,484
Services and Supplies	300,000			30,000	60,000	4,300,000	81,000	30,100	146,326
	361,500	744,360	-	30,000	60,000	4,300,000	296,000	59,000	245,550
Net Revenue (Expense) before Interfund Transfers	306,000	-	6,133	-	-	-	-	-	-
Interfund Transfers									
Tangible Capital Assets Purchased	(306,000)		(6,133)						
	(306,000)	-	(6,133)	-	-	-	-	-	-
Net Revenue (Expense)	-	-	-	-	-	-	-	-	-

School District No. 42 (Maple Ridge-Pitt Meadows)

Annual Budget - Changes in Special Purpose Funds  
Year Ended June 30, 2018

	CommunityLINK	Coding and Curriculum Implementation	Priority Measures	Classroom Enhancement Fund	Youth Education Support Fund	TOTAL
	\$	\$	\$	\$	\$	\$
Deferred Revenue, beginning of year	-	80,000	300,105		60,000	2,505,105
Add: Restricted Grants						
Provincial Grants - Ministry of Education	544,260			9,107,132		11,234,935
Federal Grants						-
Other					100,000	4,410,000
	544,260	-	-	9,107,132	100,000	15,644,935
Less: Allocated to Revenue	544,260	-	300,105	9,107,132	160,000	16,520,040
Deferred Revenue, end of year	-	80,000	-	-	-	1,630,000
Revenues						
Provincial Grants - Ministry of Education	544,260		300,105	9,107,132		12,030,040
Other Revenue					160,000	4,490,000
	544,260	-	300,105	9,107,132	160,000	16,520,040
Expenses						
Salaries						
Teachers	32,250		242,313	6,425,065		6,986,873
Educational Assistants	338,000					914,360
Support Staff				45,000		101,000
Other Professionals				83,000		83,000
Substitutes	18,700			234,827		262,267
	388,950	-	242,313	6,787,892	-	8,347,500
Employee Benefits	103,000		57,792	1,720,367		2,101,798
Services and Supplies	52,310			465,373	160,000	5,625,109
	544,260	-	300,105	8,973,632	160,000	16,074,407
Net Revenue (Expense) before Interfund Transfers	-	-	-	133,500	-	445,633
Interfund Transfers						
Tangible Capital Assets Purchased				(133,500)		(445,633)
	-	-	-	(133,500)	-	(445,633)
Net Revenue (Expense)	-	-	-	-	-	-

# School District No. 42 (Maple Ridge-Pitt Meadows)

Schedule 4

Annual Budget - Capital Revenue and Expense

Year Ended June 30, 2018

	2018 Annual Budget			2017 Amended Annual Budget
	Invested in Tangible Capital Assets	Local Capital	Fund Balance	
	\$	\$	\$	\$
<b>Revenues</b>				
Other Revenue		130,000	<b>130,000</b>	85,763
Amortization of Deferred Capital Revenue	5,308,000		<b>5,308,000</b>	5,328,066
<b>Total Revenue</b>	<b>5,308,000</b>	<b>130,000</b>	<b>5,438,000</b>	5,413,829
<b>Expenses</b>				
Amortization of Tangible Capital Assets				
Operations and Maintenance	8,500,000		<b>8,500,000</b>	8,656,711
<b>Total Expense</b>	<b>8,500,000</b>	-	<b>8,500,000</b>	8,656,711
<b>Net Revenue (Expense)</b>	<b>(3,192,000)</b>	<b>130,000</b>	<b>(3,062,000)</b>	(3,242,882)
<b>Net Transfers (to) from other funds</b>				
Tangible Capital Assets Purchased	1,615,431		<b>1,615,431</b>	4,030,000
<b>Total Net Transfers</b>	<b>1,615,431</b>	-	<b>1,615,431</b>	4,030,000
<b>Other Adjustments to Fund Balances</b>				
<b>Total Other Adjustments to Fund Balances</b>	-	-	-	
<b>Budgeted Surplus (Deficit), for the year</b>	<b>(1,576,569)</b>	<b>130,000</b>	<b>(1,446,569)</b>	787,118

**ITEM 9**

To: **Board of Education**

From: Superintendent of Schools  
Sylvia Russell

Re: **INTERNATIONAL EDUCATION  
PROGRAM UPDATE**

Date: June 21 2017  
(Public Board Meeting)

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**Information**

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**BACKGROUND/RATIONALE**

The SD42 international education department offers a quality experience to approximately 600 students. The program is delivered through all secondary schools, most elementary schools, Continuing Education and Connected Learning Community.

SD42 International Education attracts students from 25 countries. Under the leadership of our Manager of Marketing and Recruitment student recruitment is done by recruiters world-wide. Marketing focusses its efforts at international fairs, through sister-school agreements, MOU's, foreign recruiter training sessions and direct demonstration lessons to students. In the last two years International Education has sent several SD42 vice-principals on recruiting assignments to Korea and China.

SD42 offers academic programs to 480 high school international students and 120 elementary international students. Academic programs in the schools range from 3 months to full year. SD42 International Education also provides a number of non-academic, cultural programs that are managed by our Assistant Manager of Marketing and Recruitment. These programs offer a 'taste' of cultural and school life in Canada where students spend anywhere from 1 week to 1 month in an immersion program with some English language instruction focusing on 'Canadiana' and associated local excursions.

International Education also offers an in house homestay program. The department recruits families from Maple Ridge and Pitt Meadows; we have approximately 705 families offering their homes to both elementary and secondary students. The staff of 4 full time homestay coordinators also work in the secondary schools 1 day per week offering direct service to students to help with their adjustment to home and school life in Canada and to problem solve any issues that may arise.

In 2016/17 the International Education program generated \$8 M in revenue and is estimated that the net contribution of the program after expenses will be \$2.5 M.

**RECOMMENDATION**

**THAT the Board receive the International Education Program Update, for information.**





**ITEM 10**

To: **Board of Education**

From: Superintendent  
Sylvia Russell

Re: **SUPERINTENDENT'S UPDATE**

Date: June 21, 2017  
(Public Board Meeting)

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**Information**

**RECOMMENDATION:**

**THAT the Board receive the Superintendent's Verbal Update, for information.**

To: **Board of Education**

From: Secretary Treasurer  
Flavia Coughlan

Re: **TRUSTEES' REMUNERATION**

Date: June 21, 2017  
(Public Board Meeting)

**Information**

**BACKGROUND/RATIONALE:**

In accordance with Board Policy: 2920 Trustees' Remuneration and associated procedures trustee remuneration may be adjusted for a cost of living adjustment on July 1<sup>st</sup> each year, based on the Metro Vancouver Consumer Price Index (CPI) differential comparing annual average indexes of the previous two years. The cost of living adjustment will be rounded to the nearest \$100.

On October 8, 2014, the Board approved that for the period 2014 to 2019 trustee remuneration be adjusted on an annual basis effective on July 1 each year based on the Metro Vancouver Consumer Price Index differential for the prior year.

Trustees' Remuneration	
2014/15 Remuneration	18,832
CPI Vancouver 2014 1.10%	200
2015/16 Remuneration	19,032
CPI Vancouver 2015 1.20%	200
2016/17 Remuneration	19,232
CPI Vancouver 2016 2.20%	400
<b>2017/18 Remuneration</b>	<b>19,632</b>

In recognition of the added responsibilities of their respective roles the remuneration paid to the Chairperson is set at \$3,000 per annum above the base rate and for the Vice-Chairperson is set at \$1,500 per annum above the base rate.

<b>2017/18</b>	
	<b>Remuneration</b>
<i>Trustees'</i>	\$ 19,632
<i>Vice-Chairperson</i>	\$ 21,132
<i>Chairperson</i>	\$ 22,632

In addition to the base remuneration, all trustees will continue to receive an annual automobile allowance for in district travel of \$750.

**RECOMMENDATION:**

**THAT the Board receive trustees' remuneration for 2017/18 for information.**



**ITEM 12**

To: **Board of Education**

From: Board Policy Development  
Committee

Re: **PROCEDURE 9200.1:**  
**STUDENT PLACEMENT**

Date: June 21, 2017  
(Public Board Meeting)

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**Information**

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**BACKGROUND/RATIONALE:**

SD 42 Procedure 9200.1: Student Placement has been updated to provide further clarity on the meaning of sibling for grade 8 to 12 registrations.

**RECOMMENDATION:**

**THAT the Board receive Procedure 9200.1: Student Placement for information.**

Attachment



## SD 42 PROCEDURE: 9200.1

### STUDENT PLACEMENT

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#### 1. Placement

A student may enrol in an educational program at any school in our school district, providing that the application to enroll is received by a specified date and there is space, as outlined in Sections 2(2) and 74.1 of the School Act, this Policy and its Procedures, unless they have been directed to another school for any reason as determined by the Superintendent of Schools or designate.

Once a student has been registered in a school, he/she will be counted as a student of that school.

#### 2. Enrolment Priorities

Kindergarten to Grade 7 registrations shall be prioritized on the following basis:

1. siblings of students already attending desired elementary school (*currently grades K to 6*);
2. in catchment students (proof of residence required);
3. in catchment daycare students (proof of daycare in catchment required);
4. out of catchment students without siblings;
5. out of district students.

Grade 8 to 12 registrations shall be prioritized on the following basis:

1. students who, in the previous year, attended the school;
2. in catchment area students who, in the previous year, were 'placed' by the district in a different school;
3. siblings of in catchment area students **already attending the school (*currently grades 8 to 11*)**;
4. new in catchment area students;
5. siblings of out of catchment area students enrolled in the school (***currently grades 8 to 11***);
6. out of catchment area students who request to attend the school which is other than their catchment area school;
7. out of district students.

The enrolment priorities are applied on a grade by grade basis and are not intended to cause the school to change its grade configuration. Each school is expected to maintain a cohort of students at each grade level offered at the school.

### **3. Relocation of In Catchment Students due to Capping**

In situations where a grade, class, program or school has reached capacity as determined by the school district, the following process will be used to relocate students to another school:

3.1 Decisions related to relocation of students will be made by the appropriate zonal Director of Instruction, in consultation with the parent(s)/student, the two Principals involved and the Director of Facilities or designate if necessary.

3.2 The catchment area school Principal, in consultation with the parent(s)/student, will identify an out of catchment area school for the student. Where a suitable school cannot be identified the Principal shall request the assistance of the appropriate zonal Director of Instruction.

3.3 The home catchment area Principal will place students on a chronological waiting list and will notify the parent(s)/student when space becomes available.

3.4 When notified that space is available, parent(s) will have the option of returning the student to the catchment area school, or have the student remain at the school to which he/she was relocated through capping. If the latter is chosen, the parent(s)/student will be responsible for transportation.

### **4. Out of Catchment Area Student Registrations**

4.1 A parent (or a student who is living independently) may register at any school. Registrations will be approved if there is space available in the receiving school, grade or program as per Section No. 2 (Enrolment Priorities) of this procedure.

4.2 Registrations for students from outside the school's catchment area will be placed on a chronological waiting list, based on the date and time the registration is received. After the students from within the catchment area have been placed into classes, out of catchment area students may be accepted into the school from the established waiting list as per Section No. 2 (Enrolment Priorities) of this procedure.

4.3 The receiving Principal will notify the parent(s) of the acceptance/rejection of the registration and of the student's position on the waiting list by the end of the first week in September.

4.4 Once a student is accepted into a school outside of his/her catchment area, siblings of this student will be accepted by established registration priorities and according to space being available.

### **5. Reassignment Registrations**

5.1 A reassignment of a student may occur if it is deemed to be in the best interest of the student and the school, after consultation with the receiving Principal and the parent(s)/student.

5.2 Decisions related to reassignment of students shall be made by the appropriate zonal Director of Instruction.

5.3 The receiving Principal should notify the parent(s)/student of the decision, at the earliest possible date.

6. **Appeals**

A student placement decision made in accordance with this Policy and Procedure may be appealed by following the problem solving appeals process and the Board's bylaw regarding Appeal Policy and Procedure.

**RECEIVED FOR INFORMATION: October 29, 2014**



**ITEM 13**

To: **Board of Education**

From: Roundtable with Partners

Re: **MINUTES OF MEETING**

Date: June 21, 2017  
(Public Board Meeting)

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**Information**

**RECOMMENDATION:**

**THAT the Minutes of the May 24, 2017 Roundtable with Partners Meeting be received as circulated.**

Attachment

**IN ATTENDANCE:**

BOARD MEMBERS:

Trustee – Ken Clarkson (Chairperson)  
Trustee – Mike Murray

STAFF:

Superintendent – Sylvia Russell  
Director of Instruction – Shannon Derinzy

PARTNER GROUPS

CUPE – Leslie Franklin, Susanne Bonny  
DSAC – Kristi Blakeway, Sherri Skerratt  
DPAC – Kim Dumore, Nicole Bowden

MRPVPA – Cathie Watkins  
MRTA – George Serra, Suzanne Hall

1. Call to Order

The meeting was called to order at 9:03 a.m. The Chairperson welcomed and thanked everyone for attending.

2. Student Trustee

The group discussed the possibility of a student trustee. It was felt that meetings and forums with groups of students initiated valuable, impactful and informative discussions. Students appreciate the opportunity to voice their opinions and views. It was noted that one student trustee may not have the ability to represent the whole student voice.

Students have expressed disconnect with DSAC; it was suggested that Grade 8 day is an opportunity to speak to new students about the committee.

The Board will continue to meet with groups of students in the 2017/18 school year.

3. New Albion School Name

It was suggested that the Board bring together partner groups and involve them in the process of naming the new school.

Trustee Murray explained that the process was carried out through the Board Policy; three proposed names have gone out for public consultation. Depending on the feedback received, the process may be repeated with other proposed names.

4. Roundtable: Is it Serving Our Purpose?

The Superintendent asked the committee if the roundtable meetings are serving their purpose.

Concern raised that agenda items are not being received from the Partner groups. The group felt that having students present limited the discussions, therefore not as fulsome as they should be.

It was agreed that students would attend the first part of the meeting, then excused for the committee to continue with other discussions.

2017/2018 Committee meetings to be scheduled in Mid-October and January.

The Chairperson thanked all the participants for attending the meeting.

The meeting adjourned at 9:42 a.m.



**RECORD**

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:

**April 26, 2017 Closed**

Call to Order  
Motion of Exclusion  
Approval of Agenda  
Approval of Minutes  
Secretary Treasurer Decision Items  
Superintendent Information Item  
Secretary Treasurer Information Items  
Superintendent Information Item  
Adjournment

Meeting called to order at 2:02 p.m.  
Approved  
Approved as amended  
Approved as circulated  
Approved as circulated  
Received  
Received  
Received  
Meeting adjourned at 3:08 p.m.