

Wednesday, March 8, 2017
Time: 6:00 p.m.

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

"Coming together is a beginning; keeping together is progress; working together is success." Henry Ford

A G E N D A

A. OPENING PROCEDURES

ITEM 1

1. Call to Order
2. Correspondence
 - T. Rezanoff, President, BC School Trustees Association
 - G. Jackson, School District No. 28 (Quesnel)
 - M. Bernier, Minister of Education
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. February 22, 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. SEL Framework ITEM 3
2. Pitt Meadows Secondary and Katzie: Building Connections ITEM 4

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
3. Secretary Treasurer
 - a) Student Transportation ITEM 5
4. Board Committees
 - a) Budget
 - b) Finance
 - i. 2017/18 Rental Rates ITEM 6
 - c) Board Policy Development
 - d) Education
 - e) Aboriginal Education

G. INFORMATION ITEMS

1. Chairperson
2. Superintendent of Schools
 - a) Superintendent's Update
3. Secretary Treasurer
4. Board Committees & 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 Partners
 - j) Facilities Planning

ITEM 7

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. Tzu Chi Foundation
8. City of Maple Ridge Active Transportation
9. Other Board Liaison Representative Reports
10. 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 8

L. ADJOURNMENT

To: **Board of Education**

From: Chairperson
Mike Murray

Re: **OPENING PROCEDURES**

Date: March 8, 2017
(Public Board Meeting)

Information/Decision

1. *CALL TO ORDER*
2. *CORRESPONDENCE (Information Item)*
 - T. Rezansoff, President, BC School Trustees Association
 - G. Jackson, School District No. 28 (Quesnel)
 - M. Bernier, Minister of Education

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.*

February 25, 2017

The Honourable Mike Bernier
Minister of Education
PO Box 9045, Stn Prov Govt
Victoria, BC V8V 9E2

RE: Teacher recruitment and retention for northern, remote and rural school districts

Dear Minister Bernier,

At the February meeting of the BCSTA Provincial Council, delegates passed the following motion:

That BCSTA request the Minister of Education help northern and rural and remote school districts with recruitment and retention issues arising from the Memorandum of Agreement Re: LOU No. 17: Education Fund and Impact of the Court Cases – Priority Measures by implementing measures including:

- *Providing increased funding assistance to northern school districts;*
- *Offering student loan forgiveness to teachers who accept teaching positions in northern school districts;*
- *Increasing the Remote Recruitment and Retention Allowance.*

As you are from a rural community in northern B.C., I know you appreciate the difficulties school districts in the more remote regions of our province face in both recruiting and retaining qualified teachers. The interim agreement between BCPSEA and the BCTF calls for the hiring of approximately 1000 teachers across the province, and I expect the conclusion of the current bargaining process will confirm at least as many full time 'permanent contract' teachers for the foreseeable future. This presents both a wonderful opportunity and a significant challenge for northern, remote or rural school districts.

In the current highly competitive recruitment environment, it will be critical that school districts and schools in such locations are not disadvantaged moving forward. The reality is that they will have a more difficult time attracting and keeping the teachers they need to provide the programs students want and deserve. It is also not just a question of sheer numbers. Districts and schools in rural areas must be able to recruit and retain teachers with the qualifications and experience needed to teach senior sciences, languages, math and technologies. Unless measures are quickly put in place, we will see a significant negative impact on the ability of these school districts and schools to offer the same programming as in more urban communities.

With spring programming and teacher hiring already underway, time is of the essence. BCSTA is committed to working with you and Ministry of Education staff to finding workable long-term solutions to the current situation. I am requesting that a strategy to immediately address the situation province-wide, with a focus on northern, remote and rural school districts, be put in place before the House breaks for the upcoming election.

Thank you for your immediate attention to this very important issue. With the current review of Rural Education in B.C. nearing completion, this is an appropriate opportunity for us both to support equality of opportunity throughout the province. I look forward to hearing from you and your staff as to how we can most effectively move forward in addressing this issue.

Sincerely,

Teresa Rezansoff

President

BC School Trustees Association

cc: Dave Byng, *Deputy Minister of Education*
The Honorable Linda Larson, *MLA, Boundary Similkameen*
Renzo del Negro, *CEO, BCPSEA*
BCSTA Member Boards of Education

March 2, 2017

The Honorable Christy Clark

Premier of British Columbia
PO BOX 9041 STN PROV GOVT
Victoria, British Columbia
V8W9E1, Canada

RE: Continued and Coordinated Support for Refugee Students

Dear Premier Clark,

British Columbia, and Canada as a whole, should be proud of the initial programs and resources put in place to support the recent arrival of large numbers of refugees from Syria, Afghanistan, Somalia and other war torn countries. In 2016 alone, approximately 3,050 Syrian refugees came to call B.C. their new home. Those numbers will continue to grow as individuals in crisis seek reprieve from oppression the chaos of war. As a society, we stand out as a beacon of hope and tolerance around the world. Certainly, our commitment, like yours, to do what is best for these refugees has not waned.

Many B.C. schools are, however, struggling with turning that goodwill into ongoing, tangible support systems for refugee students. Children and youth arriving from areas disrupted by war, poverty and famine often arrive with a host of complex psychological, social and health concerns. They may not have ever attended school, and most often have to learn English as a new language. In short, their future success is dependent upon our ability to address their many, often complex educational and personal needs.

Recognizing the need for ongoing programs and resources to assist these students, Trustee representatives at BCSTA's February Provincial Council passed the following motion:

That BCSTA write a letter to communicate to the province the need for a provincial committee to work with the federal government and provincial ministries to identify available ongoing funding, and/or acquire ongoing funding required for school districts to meet the complex and diverse needs of all refugee students and their families and ensure their future success.

On behalf of B.C. Boards of Education and the students, families and communities we represent, I respectfully request that you initiate the processes needed to address our motion.

If we are to meet the long-term needs of refugee students in this province, we need your support and leadership to bring together the people and resources needed to provide these required services in our schools. Please join with me in calling for a cohesive provincial and national strategy aimed at meeting the long-term needs of refugee students.

BCSTA would be happy to collaborate with you, your Ministers and the Federal Government to identify and address specific funding and policy recommendations so that we may resolve this issue. Instigating this change, and bringing together the necessary individuals and facilitators needed to succeed, is where we need your help.

I look forward to hearing from you as to how we can take these first steps together. The lives and futures of many students depend on it.

Sincerely,

Teresa Rezansoff

President

BC School Trustees Association

cc:

Mike Bernier, Minister of Education

Mike de Jong, Minister of Finance

Shirley Bond, Minister of Jobs, Tourism and Skills Training

Terry Lake, Minister of Health

BCSTA Board of Directors

Quesnel School District

401 North Star Road,
Quesnel, BC
V2J 5K2

Tel. 250-992-8802
Fax 250-992-7652

Board of Education

February 27, 2017

The Honourable Linda Larson
Parliamentary Secretary
Box 998 – 6369 Main Street
Oliver, B.C.
V0H 1T0

Dear Ms. Larson:

The Quesnel School District would like to thank you for the work you are undertaking to develop a Rural Education Strategy. As a member of the Northern Interior Branch of BCSTA we provided input to the Rural Education Taskforce via a joint letter; however we believe there are a number of issues that are unique to the Quesnel School District (28) and feel it is important to communicate these items.

1. Funding Protection

Quesnel is a community in transition looking to move from a forestry-dependent economy to a more diversified economy. Our district has experienced a steady decline in enrolment for many years. To compensate for the significant decline in enrolment, our District has tried to generate revenue through an International Education Program, Distributed Learning, Continuing Education and specialty sports programs however due to our rural location this has not been successful.

The Quesnel School District currently receives \$2.1 million in funding protection supplements. This supplement has and will steadily decrease by approximately \$500,000 (1.5% of our operating budget) until we are no longer eligible to receive this funding. To a small district like Quesnel, such cuts are substantial and represent significant losses to valuable resources and programs to our students.

To fund the \$500,000 decrease last year, we were forced to look at school closures. There were three schools that were proposed for closure, however, with the Rural Education Enhancement Funding (REEF) that was received by our district; two of our smallest elementary schools – Kersley and Parkland Elementary – were saved. Unfortunately, the third school, École Baker Elementary was not eligible for funding and was closed to realize the much-needed savings required to balance our budget. *The impact of the school closure in this neighbourhood and parent community has been significant.*



2. Capital Projects

Quesnel Junior School has been identified to the Ministry of Education for replacement for over 12 years and now the building is at risk for becoming a safety issue for our students. We have been told that we are not eligible for a new school as we are not a growing district or part of the seismic mitigation program. We have met with a team from the Ministry of Education capital branch and will be working on a strategy that would address two old buildings to serve our students without asking for too-large of an investment from the Province. This will become an exercise that feels rather "piece meal" but it appears to be what is required if we want to educate our students in a safe, healthy environment.

3. Transportation

The Quesnel School District transports 1850 students daily and covers approximately 5000 kilometres. Presently we spend \$1.8 million on transportation for students and while the recent provision of \$274,000 for Transportation was welcome it does not cover our costs. These are costs that are not required by many lower mainland districts and they continue to be a significant challenge for rural districts.

4. Community Partnerships

We continue to look for partnerships with community groups, local regional districts or municipalities to support our small schools. It has been our experience that these partnerships are on a limited cost recovery basis only. Our local community groups and local governments do not have the funds to provide sufficient funding to be true partners in addressing all operational costs.

5. Specialty Services

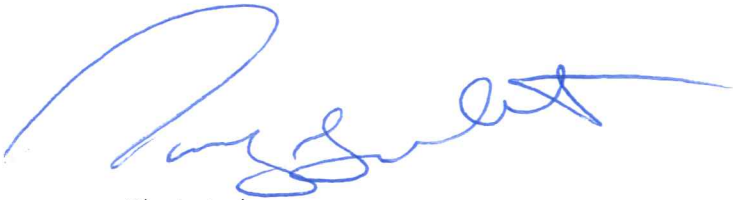
Our rural and remote students deserve the same level of services that we provide for our in town students. The staffing and travel costs to provide counselling, resource teachers, aboriginal culture programs, speech and language pathology and occupational therapy services to our rural schools are significant and not cost effective to provide with our very limited amount of specialty staff.



We appreciate the opportunity to provide input and look forward to working with the Ministry of Education to address the unique needs of rural school districts.

Sincerely

BOARD OF EDUCATION
QUESNEL SCHOOL DISTRICT



Gloria Jackson
Chairperson

TG/tr

- c: Trustees, School District No. 28 (Quesnel)
The Honourable Coralee Oakes, MLA for Cariboo North
The Honourable Mike Bernier, Minister of Education
The Honourable Donna Barnett, Minister of State for Rural Economic Development,
Ministry of Forests, Lands and Natural Resource Operations
Ms. Kim Abbot, Executive Director – Ministry of Education Sector Resources &
Service Delivery Branch
BC School Trustees Association – for all other School Boards



March 2, 2017

Ref: 192944

Susan Carr, Vice-Chair
Board of Education
School District No. 42 (Maple Ridge & Pitt Meadows)
Email: Susan_Carr@sd42.ca

Dear Ms. Carr:

Thank you for your follow up emails of January 23, 2017, and February 17, 2017, regarding overdose response strategies and schools.

I appreciate your concern about the safety and wellbeing of our students. Like you, provincial policy makers, health, and education professionals are equally concerned about the increasing numbers of overdose deaths in the Province.

As you are likely aware, British Columbia was the first province to declare a public health emergency for fentanyl, and the first to deregulate life-saving naloxone kits, enabling them to get into the hands of first responders and high-risk individuals. The recent Speech from the Throne reiterated the Province's commitment to addressing substance use and overdose prevention now and in the future.

In November 2016, the Provincial Health Officer, Dr. Kendall wrote to all school district superintendents and independent school administrators regarding the rise of illicit drug overdoses. Dr. Kendall indicated the Province's focus for youth aged 10-18 should be on prevention through better decision-making, increasing awareness of naloxone and safer drug practices. In his letter, Dr. Kendall stated that schools are not currently designated as high-risk environments, and recommended school administrators obtain a naloxone kit if the school has a high-risk population or if students are using drugs on or near school grounds.

Regarding the recommendation from the coroner's inquest into the death of Brandon Jansen - "Have naloxone kits available in the school system with trained personnel on site"—our staff will be consulting with the Ministry of Health and Dr. Kendall to determine if this will result in any changes to the Provincial Health Officer recommendations, which focus on high-risk schools. In the interim, ministry staff have confirmed, the recommendations from November 2016, are still in place.

.../2

As you reference in one of your emails, a number of school districts have elected to purchase naloxone kits for schools assessed as high-risk, and a number of other school districts are considering taking similar action. I also understand, your school district has developed a draft protocol for dealing with overdose situations. I applaud your district for this initiative and encourage you to share the finalized protocol with the BC School Trustees Association, BC School Superintendents Association and the Federation of Independent School Authorities to support other school districts and independent schools as they review their policies and procedures.

Thank you for continued commitment to your school community and all students of the Province. If you have any questions or require further information, please contact Lisa Dominato, Manager, Student Wellness by phone at (250) 817-3635 or by email at lisa.dominato@gov.bc.ca.

Again, thank you for writing.

Sincerely,

A handwritten signature in blue ink, appearing to read 'Mike Bernier', with a stylized flourish at the end.

Mike Bernier
Minister

pc: Doug Bing, MLA (Maple Ridge-Pitt Meadows)
Marc Dalton, MLA (Maple Ridge-Mission)
Mike Murray, Chair
Dr. Perry Kendall, Provincial Health Officer and Co-Chair of the Joint Task Force on
Overdose Response



ITEM 2

To: **Board of Education**

From: Chairperson
Mike Murray

Re: **APPROVAL OF MINUTES**

Date: March 8, 2017
(Public Board Meeting)

Decision

RECOMMENDATION:

THAT the Minutes of the February 22, 2017 Public Board Meeting be approved as circulated.

Attachment



**PUBLIC MINUTES OF THE
BOARD OF EDUCATION MEETING
Wednesday, February 22, 2017 (6:00 PM)
Board Room**

IN ATTENDANCE:BOARD MEMBERS:

Chairperson – Susan Carr
Trustee – Lisa Beare
Trustee – Ken Clarkson
Trustee – Dave Rempel

STAFF:

Superintendent – Sylvia Russell
Secretary Treasurer – Flavia Coughlan
Deputy Superintendent – Laurie Meston
Executive Assistant – Karen Yoxall

ABSENT:

Trustee – Korleen Carreras
Trustee – Eleanor Palis
Trustee – Mike Murray

A. OPENING PROCEDURES1. 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**

- Mayor Becker, City of Pitt Meadows
- G. Farkas, Assistant Deputy Minister, Minister of Education

THAT the Board receive the correspondence for information.

CARRIED3. Approval of Agenda**Moved/Seconded**

THAT the Agenda be approved as circulated.

CARRIED4. Invitation for Public Input to matters on the Agenda**B. APPROVAL OF MINUTES**1. February 8, 2017**Moved/Seconded**

THAT the Minutes of the February 8, 2017 Public Board meeting be approved as circulated.

CARRIED

C. PRESENTATIONS

1. Literacy Framework – Helping Teachers

Moved/Seconded

The Helping Teachers presented on the District Literacy Network explaining the importance of current research and professional development in ensuring a continuous best practice approach to the literacy framework.

THAT the Board receive the presentation on the Literacy Framework by the Helping Teachers for information.

CARRIED

D. DELEGATIONS

E. DEFERRED ITEMS

F. DECISION ITEMS

1. Chairperson
2. Superintendent of Schools
3. Secretary Treasurer
4. Board Committees

a) Budget

- i. 2016/17 Amended Annual Budget

The Secretary Treasurer presented the 2016/17 Amended Annual Budget and explained that updated revenue and expenditure estimates include Board approved budget changes to date, revenue and expenditure changes resulting from changes to enrolment, revenue changes announced by the Ministry of Education in December 2016, one time and ongoing budget allocations and other revenue and expenditure known changes.

Moved/Seconded

THAT the Amended Budget Bylaw of the Board for the fiscal year 2016/17 be given three (3) readings at this meeting (vote must be unanimous).

CARRIED

Moved/Seconded

THAT the Board of Education of School District No. 42 (Maple Ridge-Pitt Meadows) 2016/17 Amended Annual Budget Bylaw be:

- Read a first time on the 22nd day of February, 2017;
- Read a second time on the 22nd day of February, 2017;
- Read a third time, passed and adopted on the 22nd day of February, 2017.

CARRIED

- b) Finance
- c) Board Policy Development
- d) Education Committee
- e) Aboriginal Education

G. INFORMATION ITEMS

1. Chairperson
2. Superintendent of Schools
 - a) Superintendent's Update

Moved/Seconded

The Superintendent reported on the January 25, 2017 and February 15, 2017 Strategic Plan Workshops, Ignite Night, and school event and activities.

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

CARRIED

3. Secretary Treasurer
4. Board Committees & Advisory & Advisory Committee Reports
 - a) Finance
 - b) Budget
 - c) Board Policy Development
 - i. Field Trip Procedures

Moved/Seconded

The Secretary Treasurer reported that at the June 15, 2016 public board meeting the Board approved Policy 8901: Field Trips (Including Extra Curricular Activities). In order to provide clear guidance to staff and parents regarding field trips Procedure 8901.1: Level 1 Field Trips (Including Extra Curricular Activities) and Procedure 8901.2: Level 2 Field Trips (Including Extra Curricular Activities) have been developed.

THAT the Board receive for information the following procedures:

- 8901.1: Level 1 Field Trips (Including Extra Curricular Activities)
- 8901.2: Level 2 Field Trips (Including Extra Curricular Activities)

CARRIED

- d) Education
- e) Aboriginal Education
- f) Inclusive Education
- g) French Immersion Advisory
- h) District Student Advisory

Trustee Beare reported that Pink Shirt Day and students acts of kindness were discussed.

- i) Round Table with Partner Groups
- j) Facilities Planning

H. TRUSTEE MOTIONS AND NOTICES OF MOTIONS

I. TRUSTEE REPORTS

BC School Trustees Association Provincial Council

The chairperson reported that two motions have been submitted to BCSTA for consideration at the 113th Annual General meeting.

Ridge Meadows Education Foundation

Trustee Rempel reported that an upcoming networking event would take place in May. .

City of Maple Ridge Active Transportation Advisory Committee

Trustee Beare reported on the first orientation meeting.

Good News Items

Trustees reported on Pink Shirt Day and the 25 year recognition dinner.

L. QUESTION PERIOD

M. OTHER BUSINESS

N. ADJOURNMENT

Moved/Seconded

THAT the Board adjourn the meeting.

CARRIED

The Public Board meeting adjourned at 7:05 p.m.

Susan Carr, Chairperson

Flavia Coughlan, Secretary Treasurer



ITEM 3

To: **Board of Education**

From: Chairperson
Mike Murray

Re: **SEL FRAMEWORK**

Date: March 8, 2017
(Public Board Meeting)

Information

RECOMMENDATION:

THAT the Board receive the presentation on the SEL Framework by Shannon Derinzy and Jovo Bikic for information.



ITEM 4

To: **Board of Education**

From: Chairperson
Mike Murray

Re: **PITT MEADOWS SECONDARY AND
KATZIE: BUILDING CONNECTIONS**

Date: March 8, 2017
(Public Board Meeting)

Information

RECOMMENDATION:

THAT the Board receive the presentation on Pitt Meadows Secondary and Katzie: Building Connections by Cheryl Schwarz and Steve Kater for information.

**ITEM 5**

To: **Board of Education**

From: Secretary Treasurer
Flavia Coughlan

Re: **STUDENT TRANSPORTATION**

Date: March 8, 2017
(Public Board Meeting)

Decision

BACKGROUND/RATIONALE:

Following the return of the 2016/17 administrative savings, on June 15, 2016, the Board approved a one year pilot of a revised model for regular student transportation.

On August 4, 2016, the Board reviewed the status of the regular student transportation pilot and approved changes aimed at creating a viable pilot program. The changes included lowering the transportation fees and allowing ineligible riders on routes with available space.

On August 10, 2016, the Ministry of Education announced a new Student Transportation Fund. To be eligible for funding school districts had to submit a plan to the Ministry of Education outlining how the funding will be used. The plan submitted by SD42 to receive the \$185,990 student transportation fund included the following commitments:

- Fees will be waived for all eligible riders;
- The school district will participate in the Ministry of Education Transportation pilot aimed at increasing the efficiency of student transportation services;
- The school district will continue to work with TransLink on improving access to local transit services;
- Existing transportation services will be maintained and savings will be invested in enhanced student services.

The parameters for the 2016/17 regular student transportation pilot are detailed below.

- Eligible riders are defined as:
 - PRIMARY STUDENTS (Grades K-3) and their siblings attending the same school who live farther than 4 kilometers from their catchment area school.
 - ALL OTHER STUDENTS (Grades 4-12) who live farther than 4.8 kilometers from their catchment area school.
- The number of contracted buses will be reduced by:
 - Enforcing an August 19, 2016 application deadline for transportation services;
 - Creating routes based on registrations received, and optimizing and/or extending routes in order to achieve a 95%+ utilization for each bus.
- Ineligible students are required to pay a \$315 fee per year for transportation services.
- Eligible low income families can apply for a transportation fee waiver.

Pilot Status as at February 28, 2017

The registration deadline for regular student transportation services was August 19, 2016. All applications received were processed and based on the applications received a total of six buses were contracted. The table below summarizes the utilization of each bus route:

<i>Route</i>	<i>Estimated Ride Time</i>	<i>Eligible</i>	<i>Ineligible</i>	<i>Total</i>	<i>Utilization</i>
<i>Route 1: Whonnock</i>	68	38	16	54	93%
<i>Route 2: Webster's Corner</i>	44	47	5	52	96%
<i>Route 3: Pitt Meadows Secondary and Highland Park</i>	70	45	4	49	96%
<i>Route 4: Garibaldi Secondary</i>	74	49	4	53	100%
<i>Route 5: Garibaldi Secondary</i>	20	43	3	46	96%
<i>Route 6: Garibaldi Secondary</i>	25	46	0	46	96%
<i>Taxi: SRT and Garibaldi</i>		3	0	3	
Total		271	32	303	96%
<i>Estimated Cost</i>				\$325,000	
<i>Transportation Fees (Ineligible)</i>				\$ (6,930)	
<i>Net Cost</i>				\$318,070	
Net Cost per Student				\$ 1,049	

We collected \$6,930 in fees and granted 6 fee waivers for ineligible riders.

Proposed 2017/18 Regular Student Transportation Services

It is proposed that regular student transportation services be continued in 2017/18 with the following parameters:

1. Eligible students for regular student transportation are defined as:
 - Resident primary students (Grades K-3) and their siblings attending the same school who live farther than 4 kilometers from their catchment area school;
 - All other resident students (Grades 4-12) who live farther than 4.8 kilometers from their catchment area school.
2. The Board, at its discretion, may provide bus service for ineligible students for a fee of \$315/child/year. If there are available spaces on an existing bus route the available spaces will be allocated in the following priority order:
 1. Distance from school on the basis that students who live farthest from the catchment school will have the greater priority;
 2. The age of the student on the basis that younger students will have the greater priority;
 3. Catchment on the basis that in catchment students will have first priority, followed by out of catchment students and followed by out of district students.

Bus routes will not be modified to accommodate ineligible students.

3. Non-resident students who register for transportation services are required to pay a transportation fee of \$315/year.

4. Transportation fees shall be waived for families with combined gross household income at or below the low income thresholds established by Statistics Canada. Proof of household income is required before the waiver is granted.
5. Parents or guardians are required to apply for transportation service for their children between May 1, 2017 and June 30, 2017.
6. If the application for transportation services is approved, the payment of transportation fees for ineligible students must be received before the transportation service is confirmed for the child. For demonstrated financial hardship cases that do not qualify for the transportation fee waiver, alternate payment arrangements may be made with the approval of the Secretary Treasurer or Designate. Payments must be made after the application is approved and no later than August 19, 2017.
7. Registered students are required to use transportation services on a regular basis. Occasional use of transportation services (i.e. less than 50% per month) may result in cancellation of transportation services for the student.
8. The number of contracted buses will be minimized by enforcing the June 30 registration deadline and by creating routes based on registrations received, and optimizing and/or extending routes in order to achieve a 95%+ utilization for each bus.
9. The school district participates in the Ministry of Education Transportation pilot aimed at increasing the efficiency of student transportation services.
10. The school district will continue to work with TransLink on improving access to local transit services.

Summary of Budget Impact

In 2016/17 one-time savings were achieved by only contracting the minimum number of buses required to provide transportation services for registered eligible riders. This process will also be in place for 2017/18 with any savings or cost increases addressed in the amended budget.

	<i>Preliminary Budget 2016/17</i>	<i>Amended Budget 2016/17</i>	<i>Proposed Preliminary Budget 2017/18</i>
<i>Revenue - fees</i>	(10,000)	(10,000)	(10,000)
<i>Revenue - new Transportation fund</i>	(185,990)	(185,990)	(185,990)
<i>Hardship Fund</i>	5,000	5,000	2,000
<i>Cost for buses (Regular)</i>	385,000 (7 buses)	325,000 (6 buses)	388,646 (7 buses)
<i>Cost for buses (Students with Special Needs)</i>	273,615 (4 buses)	191,465 (3 buses)	261,670 (4 buses)
<i>Other transportation costs</i>	24,500	24,500	24,500
<i>Total Cost</i>	492,215	390,065	480,916

RECOMMENDATION:

THAT the Board approve adding the proposed 2017/18 Regular Student Transportation services to the 2017/18 Preliminary Budget subject to sufficient funding being available to retain current budget allocations.



ITEM *

To: **Board of Education**

From Finance Committee of the Whole

Re: **2017/18 RENTAL RATES**

Date: March 8, 2017
(Public Board Meeting)

Decision

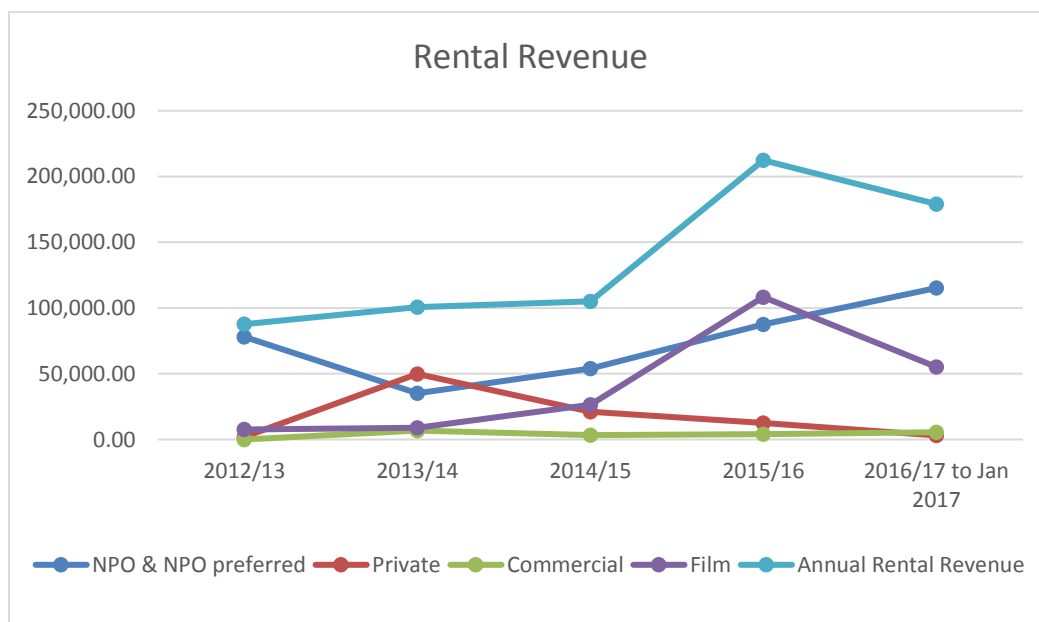
BACKGROUND/RATIONALE:

In accordance with board Policy 10400 Community and Commercial Use of School Facilities and Grounds, board facilities will be made available to outside users for a fee that at a minimum ensures full cost recovery of direct and indirect costs incurred and to be incurred by the board as a result of making that use available.

In accordance with Board procedure 10400.1 Rental Fees, full cost recovery rental rates are based on budgeted facilities operations and maintenance annual costs for regular hours of operations (6:00 a.m. to 4:00 p.m.; 10 months/year) plus estimated deferred maintenance costs. The rental rates are calculated based on either the full cost recovery per square meter per hour or market rates. Market rental rates are determined by conducting a market analysis on an annual basis.

The rental rates for community use were significantly changed effective January 2014 and slightly adjusted effective July 2016. The rental rates for filming have been in place since May 2015 and a multi-day rental discount was introduced effective July 2016.

The graph below shows the change in total rental revenue and rental revenue by rental group type.



The implementation of the cost recovery rental rates resulted in increased rental revenue as summarized in the following table. In 2016/2017 we have a decrease in filming revenue which contributed to the decrease in overall rental revenue.

	2012/13 (full year)	2013/14 (full year)	2014/15 (full year)	2015/2016 (full year)	2016/2017 (as at Jan 2017)
Rental Revenue	\$ 87,693	\$100,664	\$ 104,953	\$212,346	\$179,059
Rental Hours	6,934	3,836	2,584	4,615	4,287
Average Rental Rate per Hour	\$ 12.65	\$ 26.24	\$ 40.61	\$46.01	\$41.77
Fee Exempt Rental Hours	1,738	1,479	1,272	1,425	962

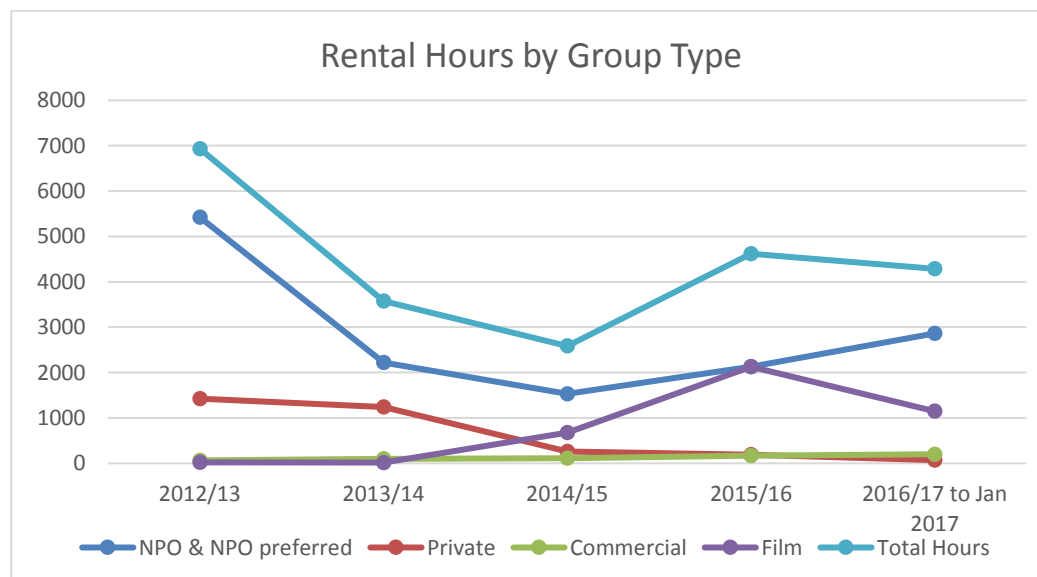
Use of our facilities and associated rental revenue for the fiscal year 2014/2015 was impacted by the teachers' job action. User groups were not allowed access to our facilities during the job action and this resulted in some user groups seeking and securing alternate rental facilities for the entire year. The estimated lost revenue for groups who relocated in 2014/2015 is \$ 20K.

The decrease in rental hours and revenue in 2014/2015 for private groups is related to the change in classification for church groups from private to NPO.

In 2015/2016 we have seen a significant increase in revenue primarily due to the lower Canadian dollar which increased filming revenue and the growth of new regular clients especially churches.

In 2016/2017 there was a decrease in private revenue and an increase in non-profit revenue as a major client that was previously considered in the private category has obtained their non-profit society number and is now considered non-profit. In addition, due to the unusual winter conditions, we have seen a significant increase in gym rental.

The graph below shows the change in use by rental group type.



In order to retain current users and attract new users to our facilities we are improving our web presence, improving response time to potential clients, growing our regular clientele, and exploring ways to reduce overall rental costs to make our facilities more attractive. Also, there is interest from West Coast soccer to rent gym space for fall/winter 2017/18.

Community Use of Facilities - Rental Rates 2017/2018

Full Cost Recovery Rental Rates

In accordance with Board Procedure 10400.1 - Rental Fees the full cost recovery rental rates are based on budgeted facilities operations and maintenance annual costs for regular hours of operations (6:00 a.m. to 4:00 p.m.; 10 months/year) plus estimated deferred maintenance costs. Based on this formula, the full cost recovery rate for 2017/2018 remains unchanged at 9 cents per sqm per hour.

Market Rental Rates

In accordance with Board Procedure 10400.1 - Rental Fees, market rental rates are determined by conducting a market analysis on an annual basis.

We completed a survey of rental rates in surrounding school districts and Parks and Leisure Services for Maple Ridge and Pitt Meadows and the results are summarized in the following tables.

Classroom	NPO Preferred	NPO	Private	Commercial
SD42 Maple Ridge/Pitt Meadows	— \$ 9.01	▼ \$ 8.64	▼ \$ 21.60	— \$ 27.00
Maple Ridge Parks & Leisure	— \$ 9.01	— \$ 13.52	▼ \$ 22.53	— \$ 27.67
SD35 Langley	— \$ 11.00	— \$ 14.00		▲ \$ 30.00
SD41 Burnaby	▲ \$ 18.50	▲ \$ 18.50		▼ \$ 23.20
SD43 Coquitlam	▲ \$ 4.25	▲ \$ 4.25	▲ \$ 41.50	▲ \$ 41.50
SD75 Mission	▼ \$ 3.75	— \$ 15.00	▲ \$ 30.00	▲ \$ 30.00
Average Rate	\$ 9.25	\$ 12.32	\$ 28.91	\$ 29.90
Variance from Average	-3%	-30%	-25%	-10%

Elementary gym	NPO Preferred	NPO	Private	Commercial
SD42 Maple Ridge/Pitt Meadows	— \$ 24.68	— \$ 40.50	▲ \$ 88.00	▲ \$ 110.00
Maple Ridge Parks & Leisure	— \$ 24.68	— \$ 37.01	▼ \$ 61.69	— \$ 77.16
SD35 Langley	▼ \$ 14.00	▼ \$ 22.00		▼ \$ 55.00
SD41 Burnaby	▲ \$ 58.00	▲ \$ 58.00		— \$ 71.80
SD43 Coquitlam	▲ \$ 16.50	▲ \$ 16.50	▲ \$ 165.00	▲ \$ 165.00
SD72 Mission	▼ \$ 6.25	▼ \$ 25.00	▼ \$ 50.00	▼ \$ 50.00
Average Rate	\$ 24.02	\$ 33.17	\$ 91.17	\$ 88.16
Variance from Average	3%	22%	-3%	25%

Secondary gym	NPO Preferred	NPO	Private	Commercial
SD42 Maple Ridge/Pitt Meadows	▬ \$ 49.35	▲ \$ 81.00	▼ \$ 123.20	▬ \$ 154.00
Maple Ridge Parks & Leisure	▬ \$ 49.35	▲ \$ 74.02	▼ \$ 123.37	▬ \$ 154.31
SD35 Langley	▼ \$ 25.00	▼ \$ 48.00		▼ \$ 120.00
SD41 Burnaby	▲ \$ 92.60	▲ \$ 92.60		▼ \$ 132.00
SD43 Coquitlam	▼ \$ 27.50	▼ \$ 27.50	▲ \$ 271.00	▲ \$ 271.00
SD72 Mission	▼ \$ 10.00	▼ \$ 40.00	▼ \$ 80.00	▼ \$ 80.00
Average Rate	\$ 42.30	\$ 60.52	\$ 149.39	\$ 151.89
Variance from Average	17%	34%	-18%	1%

Library	NPO Preferred	NPO	Private	Commercial
SD42 Maple Ridge-Pitt Meadows	▬ \$ 16.20	▬ \$ 19.44	▼ \$ 45.60	▬ \$ 57.00
SD35 Langley	▼ \$ 11.00	▬ \$ 22.00		▼ \$ 48.00
SD41 Burnaby	▲ \$ 32.40	▲ \$ 32.40		▲ \$ 40.50
SD43 Coquitlam	▼ \$ 8.25	▼ \$ 8.25	▲ \$ 82.50	▲ \$ 82.50
SD75 Mission	▼ \$ 7.50	▲ \$ 30.00	▬ \$ 60.00	▬ \$ 60.00
Average Rate	\$ 15.07	\$ 22.42	\$ 62.70	\$ 57.60
Variance from Average	7%	-13%	-27%	-1%

Multipurpose Room	NPO Preferred	NPO	Private	Commercial
SD42 Maple Ridge/Pitt Meadows	▼ \$ 13.94	▼ \$ 16.20	▼ \$ 38.40	▼ \$ 48.00
Maple Ridge Parks & Leisure	▼ \$ 13.94	▬ \$ 20.91	▼ \$ 34.85	▼ \$ 48.36
SD35 Langley	▼ \$ 11.00	▬ \$ 22.00		▼ \$ 48.00
SD41 Burnaby	▲ \$ 32.40	▲ \$ 32.40		▼ \$ 40.50
SD43 Coquitlam	▼ \$ 8.25	▼ \$ 8.25	▲ \$ 82.50	▲ \$ 82.50
SD72 Mission	▼ \$ 7.50	▲ \$ 30.00	▬ \$ 60.00	▬ \$ 60.00
Average Rate	\$ 14.51	\$ 21.63	\$ 53.94	\$ 54.56
Variance from Average	-4%	-25%	-29%	-12%

Proposed Rental Rates 2017/2018

Based on the rental rates analysis performed the full cost recovery rate for 2017/2018 remains unchanged at 9 cents per sqm per hr. The rental rates based on market pricing will remain unchanged. The proposed rental rates for 2017/2018 are summarized in the tables below.

Category	Rental Rate	2017/2018 Rate
Cost Recovery	Full cost recovery	9 cents / sqm/hr
NPO – Preferred	Market rental rate based on full cost recovery and Maple Ridge Parks and Leisure rental rates for similar facilities	
NPO	Full cost recovery + 20%	10.8 cents / sqm/hr
Private	Market Rate – 20 %	Average of 24 cents / sqm/hr
Commercial	Market Rate	Average of 30 cents / sqm/hr
School Use	No Charge	
Licensed Child Care	Full cost recovery	9 cents / sqm/hr

Category	Regular Classroom	Large Classroom	Multipurpose Room	Library	Small Gym	Large Gym
Space Size	80 sqm	100 sqm	150 sqm	180 sqm	375 sqm	750 sqm
Cost Recovery	7.20	9.00	13.50	16.20	33.75	67.50
NPO Preferred	9.01	11.26	13.94	16.20	24.68	49.35
NPO	8.64	10.80	16.20	19.44	40.50	81.00
Private	21.60	27.20	38.40	45.60	88.00	123.20
Commercial	27.00	34.00	48.00	57.00	110.00	154.00

Child Care Location	End of Agreement	Size sqm	Monthly Fee
*Harry Hooe Elementary	July 31, 2017	80	\$1,584
Maple Ridge Elementary	July 31, 2017	77	\$867
Glenwood Elementary	August 31, 2017	150	\$2,970
MRSS Portable	August 31, 2017	185	\$1,008
Edith McDermott Elementary	July 31, 2017	75	\$1,215
Fairview Elementary	July 31, 2017	280	\$5,544
Alouette Elementary	July 31, 2017	72	\$867
*Webster's Corners Elementary	July 31, 2017	70	\$1,638

*Given notice contract will not be extended

Impact of Rental Rates on Rental Revenue

The rental rates for NPO preferred do not ensure at a minimum full cost recovery of direct and indirect costs incurred and to be incurred by the board as a result of making that use available. The estimated annual subsidy provided by the Board for NPO preferred community use of facilities is \$10K. This subsidy will increase or decrease with use.

New Clients/Growth

Maple Ridge School District has expanded its client base to include the following clients:

Creative Problem Solving Society
Pitt Meadows Shotokan Karate
Coquitlam Metro-Ford Soccer Club
Coquitlam Minor Softball Association
Islamic Society of Ridge Meadows
Ridge Meadows Bruins Rugby Club
Ridge Meadows Association
Community Living
St. John's Ambulance
Port Coquitlam Euro-Rite FC

Rental Rates for Filming

The City of Maple Ridge offers a film liaison service that provides film production companies a "one-stop shop" for all their location scouting, permits and licenses. The school district is leveraging this service when advertising school properties to the movie industry.

In order to ensure that rental rates for filming in our school district remain competitive a review of rental rates for filming on school property was completed and a summary of the findings is included in the following table.

School District	Prep	Int. Film	Ext. film	Parking
SD42 Maple Ridge-Pitt Meadows	▼ \$ 1,100.00	— \$ 2,000.00	— \$ 1,650.00	▼ \$ 400.00
SD35 Langley	▼ \$ 1,100.00	— \$ 2,200.00	— \$ 1,650.00	▼ \$ 300.00
SD36 Surrey/White Rock	▼ \$ 1,000.00	— \$ 2,000.00	— \$ 2,000.00	▼ \$ 400.00
SD41 Burnaby	▲ \$ 1,200.00	▲ \$ 2,250.00	▲ \$ 2,250.00	— \$ 450.00
SD43 Coquitlam	▲ \$ 1,180.00	▼ \$ 1,491.00	▼ \$ 1,491.00	▲ \$ 674.00
SD39 Vancouver	▲ \$ 1,364.00	▲ \$ 2,728.00	▼ \$ 1,364.00	▼ \$ 412.00
SD40 New Westminster	▲ \$ 1,250.00	▲ \$ 2,500.00	▲ \$ 2,500.00	— \$ 500.00
SD38 Richmond		— \$ 2,000.00	▼ \$ 1,000.00	▼ \$ 400.00
Average Rate	\$ 1,170.57	\$ 2,146.13	\$ 1,738.13	\$ 442.00
Variance from Average	-6%	-7%	-5%	-10%

The current rental rates for filming in SD42 are comparable with other Lower Mainland school districts.

The rental rates for filming for 2017/2018 are proposed to remain unchanged except for Film day interior which is recommended to be increased from \$2,000 to \$2,200. This will align our rates with the market.

Category	2017/2018 Daily Fee
Prep Day	\$ 1,100
Film Day Interior	\$ 2,200
Film Day Exterior	\$ 1,650
Parking	\$ 400

The Secretary Treasurer is authorized to negotiate lower rates for long term filming contracts. The discounts negotiated will apply for contracts that are longer than 10 days and the discount shall not exceed 10% or board approved rental rates.

The host schools will continue to receive 20% of net rental revenue (i.e. revenue after full recovery of costs).

RECOMMENDATION:

THAT the Board approve the proposed rental rates for 2017/18.



ITEM 7

To: **Board of Education**

From: Superintendent
Sylvia Russell

Re: **SUPERINTENDENT'S UPDATE**

Date: March 8, 2017
(Public Board Meeting)

Information

RECOMMENDATION:

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

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:

February 8, 2017 Closed

Call to Order
Motion of Exclusion
Approval of Agenda
Approval of Minutes
Superintendent Information Item
Secretary Treasurer Information Items
Board Committees
Trustee Report
Trustee Report
Adjournment

Meeting called to order at 11:15 a.m.
Approved
Approved as amended
Approved as circulated
Received
Received
Received
Approved
Received
Meeting adjourned at 12:34 p.m.