

Wednesday, May 16, 2018  
Time: 6:00 p.m.

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

*"In our eagerness to make our children successful we rob them of the very foundation of success, which is failure."  
Dr. Frank Crane*

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

### **A. OPENING PROCEDURES**

ITEM 1

1. Call to Order
2. Correspondence
  - B. Bidlake, Chairperson, School District No. 67 (Okanagan Skaha)
  - N. Read, Mayor, City of Maple Ridge
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. April 25, 2018 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. Mentoring 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) East Capital Zone Elementary Catchment Review ITEM 4
  - b) School Fees Schedule and Specialty Academy Fees Schedule 2018/19 ITEM 5
3. Secretary Treasurer
  - a) Board of Education Public Board Meeting ITEM 6
  - b) 2018/19 Board of Education Regular Public Board Meetings ITEM 7
  - c) New Board of Education Trustees' Remuneration ITEM 8
  - d) Energy Management Plan - Year 3 Update ITEM 9
4. Board Committees
  - a) Budget

- b) Finance
- c) Facilities Planning
- d) Board Policy Development
- e) Education
- f) Aboriginal Education
- g) Roundtable with Partners

#### **G. INFORMATION ITEMS**

- 1. Chairperson
- 2. Superintendent of Schools
  - a) 2017 Carbon Neutral Action Report ITEM 10
  - b) Superintendent's Update ITEM 11
- 3. Secretary Treasurer
  - a) Trustees' Remuneration ITEM 12
- 4. Board Committees & Advisory Committee Reports
  - a) Budget
  - b) Finance
  - c) Facilities Planning
  - d) Board Policy Development
  - e) Education
  - f) Aboriginal Education
  - g) Round Table with Partners

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

#### **I. TRUSTEE REPORTS**

- 1. BC School Trustees Association
  - a) BCSTA Annual General Meeting ITEM 13
- 2. BC Public School Employers Association
- 3. Student Voice
- 4. District Parent Advisory Council
- 5. Municipal Advisory & Accessibility
- 6. Maple Ridge-Pitt Meadows Arts Council
- 7. Ridge Meadows Education Foundation
- 8. Social Planning Advisory
- 9. City of Maple Ridge Active Transportation
- 10. Other Board Liaison Representative Reports
- 11. 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: May 16, 2018  
(Public Board Meeting)

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**Information/Decision**

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1. *CALL TO ORDER*
2. *CORRESPONDENCE (Information Item)*
  - B. Bidlake, Chairperson, School District No. 67 (Okanagan Skaha)
  - N. Read, Mayor, City of Maple Ridge

**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.*



**BOARD OF EDUCATION  
SCHOOL DISTRICT NO. 67 (OKANAGAN SKAHA)**

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Penticton, BC, Canada V2A 1Z4

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**Office of the Chair of the Board**

File No.: 00480-20

OPR: SECTR

April 30, 2018

The Honorable Rob Fleming  
Minister of Education  
PO Box 9045, Stn Gov  
Victoria, BC V8W 9E2

Dear Minister Fleming,

At the regular Board of Education meeting of School District No. 67 (Okanagan Skaha) held on the 23<sup>rd</sup> of April the following motion was passed unanimously;

*THAT the Board of Education write a letter to the Minister of Education regarding funding concerns*

The trustees specifically noted the immediate need to bring to your attention the unfunded increases created by the New Employer Health Tax (transitional and ongoing costs of implementation at \$350,000 to \$390,000/annum); the salary cost increase for Principals/Vice Principals and Exempt staff (average increase of 2%); the annual rate of inflation (currently calculated at 1.6%); exorbitant electricity costs (we are unable to tender as the City of Penticton and District of Summerland hold monopolies on this utility costing over \$300,000/yr.); and Technology costs that should be treated as a utility.

This District like many others across the Province has spent over ten years cutting supplies, resources and services to our students. Two years ago, if not for the Rural Education Enhancement Funds we would have had to close three of our schools in order to submit a balanced budget to the Ministry (one was closed).

The Board of Education appreciates that you have always been a strong advocate of the K-12 Public Education system. In fact, during that stressful time in 2016 you demonstrated your passion through your attendance at the public meetings in our District.

We appreciate that the Ministry is looking at the Funding Allocation Review model, however, these issues are in quantum and not necessarily in how funds are allocated. We feel very strongly that when costs are mandated by the government, they should be funded by the government. We must address these currently unfunded increases as this inadequacy only serves to move our District rapidly backwards yet again, in forcing our trustees to make challenging decisions that could have a negative effect on students in our classrooms.



Thank you for your immediate attention to this matter.

Yours Truly,

A handwritten signature in blue ink, consisting of several loops and a long horizontal stroke extending to the right.

Bill Bidlake  
Chair

LV:bjr

Cc: Board of Education  
The Honourable, Carole James, Minister of Finance and Deputy Premier  
Mr. Dan Ashton, MLA  
Ms. Linda Larson, MLA  
Leslea Woodward, President, OSTU  
Roberta Hormes, Unit Chair, CUPE Local 523  
Lisa Edwards, President, OSPVPA  
All Boards of Education



Office of the Mayor

May 4, 2018

Mike Murray, Chairperson  
Board of Education  
School District 42 Maple Ridge-Pitt Meadows  
22225 Brown Avenue  
Maple Ridge, BC V2X 8N6

Dear Mr. Murray:

**Re: Shortage of Rental Housing in Maple Ridge**

Thank you for your letter of March 7, 2018 noting the School Boards concerns regarding rental housing in Maple Ridge. Council shares this concern and has placed a significant priority on reviewing policies and bylaws to support and incentivize the creation of affordable, rental and special needs housing in the community.

In 2014, Council endorsed the Housing Action Plan, which provides a framework of strategies and actions to create affordable, rental and special needs housing in Maple Ridge. The plan recognizes that municipalities are not generally providers of housing, but are in a position to utilize tools, such as land use policy and regulations to facilitate and encourage the development of certain types and tenures of housing.

Council reviewed the Housing Action Plan in detail and worked with staff to create an Implementation Strategy that would place a priority on the creation of housing in the community. The Implementation Framework consists of 18 strategies and 59 associated recommended actions. The actions contained within the Plan fall within two categories: policy and regulatory tools under the authority of the Local Government Act, and programs and advocacy.

Following the endorsement of the Implementation Strategy, the City has focused on reviewing regulatory tools with a goal of creating affordable, rental and special needs housing. Examples of our efforts are appended to this letter.

Your letter requests that Council review the current bylaws regarding rental housing. My understanding is that this reference pertains to concerns with the Secondary Suites Bylaw, in particular the current bylaw requirement for owner occupation. You will be pleased to know, that based on Council direction, staff are reviewing the secondary suites and detached garden suites bylaws, and a part of the review includes discussion regarding the owner occupation requirement.

.../2

City of Maple Ridge

11995 Haney Place, Maple Ridge, British Columbia V2X 6A9 CANADA  
Telephone: 604-463-5221 • Fax: 604-467-7329 • Email: [enquiries@mapleridge.ca](mailto:enquiries@mapleridge.ca) • [www.mapleridge.ca](http://www.mapleridge.ca)

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In addition to the lengthy list of policy and bylaw amendments that have been prepared, Council have worked closely with the development community to encourage the creation of rental and affordable housing. As a result of Council feedback, the development community has included a number of rental units above commercial developments, and there are approximately 604 rental units under application in the municipality.

When discussing the need for rental, affordable and special needs housing in the City, the development community often note challenges in obtaining suitably priced or located land within the municipality. As you may be aware, the City sold land in the Town Centre, and a condition of the sale was the inclusion of some affordable and rental units within the development, that have been secured in perpetuity by the registration of a Housing Agreement on Title.

We note that the SD Comprehensive Facilities Plan identifies that there are properties surplus to the School District's needs. Given that the SD has land, plus a demand for rental housing stock, it would appear that there could be opportunities to partner with a developer or service provider and create rental housing for School District needs. We draw your attention to the lands at the SD Office at 22225 Brown Avenue as there is a Rezoning application on the adjacent property (22229 Brown Ave/2017-306-RZ). If you were to partner with the applicant, you may be able to secure rental units in exchange for developing the land. Lands adjacent to the Riverside Centre and Arthur Peake Centres may also be suitable for residential development. We encourage you to explore opportunities to create rental or affordable housing on existing School District owned lands. The YWCA recently presented to City Council noting a willingness to develop housing in partnership with City's or School Districts. Habitat for Humanity has also contacted the City looking for local partners to develop housing projects. City staff would be happy to assist with introductions to these groups.

I trust this information is helpful in understanding the priority that the City has placed on the creation of housing stock in the community. Should you have further questions or would like to explore development opportunities on your surplus lands, please contact Christine Carter, Director of Planning at (604) 467-7469 or via email at [ccarter@mapleridge.ca](mailto:ccarter@mapleridge.ca).

Yours truly,



Nicole Read  
Mayor

Encl: Summary of Housing Action Plan Implementation Actions

cc: Maple Ridge Council  
Paul Gill, Chief Administrative Officer  
Frank Quinn, General Manager: Public Works and Development Services  
Kelly Swift, General Manager: Parks, Recreation and Culture  
Christine Carter, Director of Planning



## Summary of Housing Action Plan Implementation Actions:

- In May 2016, Council commenced work on Density Bonussing, Community Amenity Contributions and Establishing a Housing Reserve Fund. The CAC Policy and Reserve were adopted in May 2016. The policy was again updated in March 2018 to require that all CAC Funds collected in the Town Centre be allocated to affordable housing, to a maximum specified in the policy.
- In August 2016, Council considered a staff report on “Regulatory & Infill Measures” for rental housing and directed staff to prepare report and amending bylaws to:
  - Review the Detached Garden Suites Program;
  - Review and Expand the Secondary Suites Program;
  - Permit Duplexes in single family zones without rezoning; and
  - Develop a policy to support rental units above commercial.
- In October 2016, Council considered a staff report on Incentives for Rental Housing Options, and directed staff to bring back reports on:
  - Fast Tracking of applications
  - Reducing/waiving Development Cost Charges
  - Reduce/waiving Rezoning, Development Permit and Building Permit Fees
  - Payment of fees for legal documents
  - Detached Garden Suites Pilot project.
- In 2017, a Bylaw was drafted to facilitate triplex, Four-plex and courtyard housing forms as infill. This Bylaw is running concurrently with a rezoning application and is at first reading.
- In 2017, staff reviewed the Duplex Zones and prepared a Zone Amending Bylaw to reduce the minimum lot size to encourage duplex housing as a form of infill. The Bylaw is running concurrently with a rezoning application and is at first reading.
- In 2017, Council considered amendments to the Zoning Bylaw to regulate supportive recovery/group homes.
- On September 19, 2017 a report was presented at Council workshop on a “Secondary Suite Update and Next Steps” and Council approved the consultation program.
- At the October 3, 2017 Council workshop, a report was presented on the “Detached Garden Suite Update and Next Steps”.
- On February 6, 2018 Council received updates on the Secondary Suites and Detached Garden Suites consultation and directed:
  1. That staff provide information on pilot projects to:
    - (a) Allow a Secondary Suite and DGS on the same lot;
    - (b) Allow a DGS size to be a minimum of 20.3m<sup>2</sup> (219 ft<sup>2</sup>); and
    - (c) Allow a DGS size to be up to 140m<sup>2</sup> (1500 ft<sup>2</sup>) or 15% of the lot area, whichever is less.
  2. Undertake further research and report back to Council on:
    - (a) Allowing a Secondary Suite in all single-family residential zones;
    - (b) Allow a Secondary Suite within a Duplex unit (RT-1 zone);
    - (c) Allowing a DGS in all single-family residential zones;
    - (d) Allowing flexibility in siting a DGS on a lot;
    - (e) Allowing 2-storey units and units above a garage in all DGS zones;
    - (f) Allowing Tiny Homes as a permanent DGS structure;
    - (g) Allowing Tiny Homes as a temporary DGS structure; and
    - (h) Removing owner-occupancy requirement for Secondary Suites and DGS.

3. Undertake interdepartmental/stakeholder processes to: a. Review the building permit application process; and b. Develop an approach for creating pre-approved DGS building permit plans.
- On February 6, 2018 – Council considered a report “Rental Housing Program – Rental Options for New Development” and directed staff bring forward reports outlining:
    - a) A Density Bonus approach that would optionally require, in exchange for bonus density, the provision of secured rental units, secured affordable rental units, and/or a cash-in-lieu contribution;
    - b) A Community Amenity Contribution (CAC) approach that would maintain existing CAC contribution rates, but allocate 20% of all CAC funds received towards affordable housing.
  - On March 6, 2018 - Council approved updates to the Modular Home Park Tenant Relocation policy which is intended to supplement Provincial regulations to provide assistance to tenants at risk of displacement due to the potential redevelopment of mobile home parks.
  - On March 6, 2018 – Council adopted a Rental Tenant Relocation Assistance Policy which is intended to provide assistance to tenants at risk of displacement due to redevelopment of the property.
  - Staff are currently researching opportunities to expand the infill policies in the OCP to encourage more infill development. This work is expected to be presented to Council later in the year.
  - City staff has also been directed to bring back a report on using Density Bonussing to create housing or create a cash-in-lieu of housing program in coming months.



**ITEM 2**

To: **Board of Education**

From: Chairperson  
Mike Murray

Re: **APPROVAL OF MINUTES**

Date: May 16, 2018  
(Public Board Meeting)

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**Decision**

**RECOMMENDATION:**

**THAT the Minutes of the April 25, 2018 Public Board Meeting be approved as circulated.**

Attachment

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**IN ATTENDANCE:**

BOARD MEMBERS:

Chairperson – Mike Murray  
Trustee – Susan Carr  
Trustee – Korleen Carreras  
Trustee – Ken Clarkson  
Trustee – Eleanor Palis  
Trustee – Dave Rempel

STAFF:

Superintendent – Sylvia Russell  
Secretary Treasurer – Flavia Coughlan  
Senior Manager, Communications – Irena Pochop  
Executive Coordinator – Karen Yoxall

**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**

- J. Becker, Mayor, City of Pitt Meadows
- M. Murray, Chairperson, School District No. 42 (Maple Ridge-Pitt Meadows)
- J. Andrews, Secretary-Treasurer, New Westminster & District Labour Council

THAT the Board receive the correspondence for information.

**CARRIED**

3. Approval of Agenda

**Moved/Seconded**

**Amendment:**

The Chairperson requested that the correspondence received from J. Andrews, Secretary-Treasurer, New Westminster & District Labour Council be moved to Decision Items, Chairperson.

THAT the Agenda be approved as amended.

**CARRIED**

4. Invitation for Public Input to matters on the Agenda

**B. APPROVAL OF MINUTES**

1. April 11, 2018

**Moved/Seconded**

THAT the Minutes of the April 11, 2018 Public Board meeting be approved as circulated.

**CARRIED**

**C. PRESENTATIONS**1. Proposed Preliminary Budget 2018/19**Moved/Seconded**

The Secretary Treasurer presented the Preliminary Budget 2018/19. The Secretary Treasurer reported that the budget was based upon the Proposed Preliminary Budget 2018/19 and incorporates feedback received at the April 18, 2018 Budget Committee of the Whole meeting and feedback received from partner groups, managers, principals, vice-principals and the board.

That the Board approve the appropriation of \$467,400 from 2017/18 operating budget savings and additional revenue to fund one-time 2018/19 Preliminary Operating Budget changes;

AND FURTHER;

That the Board approve the preliminary budget balancing proposals for 2018/19 as outlined in the Preliminary Budget 2018/19 for implementation and incorporation in the Board's Budget Bylaw for 2018/19.

**CARRIED****D. DELEGATIONS****E. DEFERRED ITEMS****F. DECISION ITEMS**

## 1. Chairperson

- a) Correspondence from J. Andrews, Secretary Treasurer, New Westminster & District Labour Council

**Moved/Seconded**

The Chairperson requested that the Board adopt a proclamation issued by the New Westminster & District Labour Council in remembrance of workers killed and injured on the job.

THAT the Board adopt the proclamation from the New Westminster & District Labour Council.

*Proclamation*

*WHEREAS: Every year, more than 1,000 Canadian workers are killed on the job.*

*AND WHEREAS: Thousands more are permanently disabled.*

*AND WHEREAS: Hundreds of thousands are injured.*

*AND WHEREAS: Thousands of others die from cancer, lung disease, and other ailments caused by exposure to toxic substances at their workplaces.*

*AND WHEREAS: April 25 of each year has been chosen by the Canadian Labour Congress as:*

- a Day of Mourning for those victims of workplace accidents and disease;*
- a Day to remember the maximum sacrifice they have been forced to make in order to earn a living;*



- *a day to renew approaches to governments for tougher occupational health and safety standards, and more effective Compensation;*
- *a day to rededicate ourselves to the goal of making Canada's workplaces safer.*

AND WHEREAS: April 28<sup>th</sup> was proclaimed a "Day of Mourning" by an Act of Parliament on February 1<sup>st</sup>, 1991.

We, The Board of Education of School District No. 42 (Maple Ridge-Pitt Meadows) do hereby proclaim April 28 as an annual Day of Mourning in recognition of workers killed, injured or disabled on the job.

**CARRIED**

2. Superintendent of Schools
3. Secretary Treasurer

- a) 2018/19 Annual Facility Grant Expenditure Plan

**Moved/Seconded**

The Secretary Treasurer reported school districts must provide the Ministry of Education with a 2018/19 Annual Facility Grant Expenditure Plan that includes a list of all AFG projects and expenditures to be undertaken from April 1, 2018 to March 31, 2019.

THAT the Board approve the 2018/19 Annual Facility Grant Expenditure Plan and authorize the Secretary Treasurer to submit the 2018/19 AFG Expenditure Plan to the Ministry of Education.

**CARRIED**

4. Board Committees

- a) Budget
- b) Finance
- c) Facilities Planning
- d) Board Policy Development

- i. Policy 8220: School Day

**Moved/Seconded**

The Secretary Treasurer reported that Policy 8220: School Day has been updated and renumbered.

THAT the Board approve Policy 8220: School Day.

**CARRIED**

- e) Education
  - i. Board Authority/Authorized Course

**Moved/Seconded**

The Superintendent reported that the Ministry of Education directed school districts to review their Board Authority/Authorized courses offered in the 2018/19 school year to determine which courses are to be retired given the flexibility offered with the new Ministry curriculum, or that no longer meet requirements or are revised to align with the new "Know-Do-Understand" curriculum model.

THAT the Board approve the following Board Authority/Authorized Course:

- English Language Development 10

**CARRIED**

- f) Aboriginal Education
- g) Roundtable with Partners

**G. INFORMATION ITEMS**

1. Chairperson
2. Superintendent of Schools

- a) Superintendents Update

**Moved/Seconded**

The Superintendent reported on school and district activities.

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

**CARRIED**

3. Secretary Treasurer
4. Board Committees & Advisory Committee Reports

- a) Budget
- b) Finance
- c) Facilities Planning
- d) Board Policy Development

- i. Draft Policy 9611: Child Protection

**Moved/Seconded**

The Secretary Treasurer reported that draft Policy 9611: Child Protection is based upon advice received from legal counsel through BC School Trustees Association. Procedures associated with the policy will be determined after consultation with the Ministry of Child and Family Development and other appropriate agencies.

THAT the Board receive for information and continuation with the consultation process Draft Policy 9611: Child Protection.

**CARRIED**

- e) Education
- f) Inclusive Education
- g) Aboriginal Education
- h) Round Table with Partner Groups

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

### **I. TRUSTEE REPORTS**

#### Maple Ridge-Pitt Meadows Arts Council

The Chairperson reported on his attendance at an anniversary celebration.

#### Good News Items

The Board Chairperson and Trustee Carreras reported on their attendance at a fundraising event at Thomas Haney Secondary School. Trustee Carr reported on judging the district public speaking contest and on a recent meeting with the Minister of Mental Health & Addictions. The Board Chairperson reported on a performance by the Laity View choir at the Burnett Memorial Church.

### **L. QUESTION PERIOD**

A question was posed regarding funding for school playgrounds.

### **M. OTHER BUSINESS**

### **N. ADJOURNMENT**

#### **Moved/Seconded**

THAT the Board adjourn the meeting.

#### **CARRIED**

The Public Board meeting adjourned at 6:48 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: **MENTORING**

Date: May 16, 2018  
(Public Board Meeting)

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**Information**

**RECOMMENDATION:**

**THAT the Board receive the presentation on mentoring by Penny Morgan and Jennifer MacDonald, for information.**

To: **Board of Education**

From: Superintendent  
Sylvia Russell

Re: **EAST CAPITAL ZONE ELEMENTARY  
CATCHMENT REVIEW**

Date: May 16, 2018  
(Public Board Meeting)

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**Decision**

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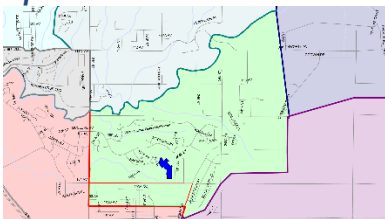
**BACKGROUND/RATIONALE:**

On April 24, 2018, the Maple Ridge – Pitt Meadows School District hosted an Open House at Samuel Robertson Technical Secondary School, requesting feedback on three proposed options for revised East Capital Zone elementary catchments. An online survey was posted on April 25, 2018 to give community members who were unable to participate in the Open House an opportunity to provide their feedback. This survey closed at 4:00 pm on May 4, 2018.

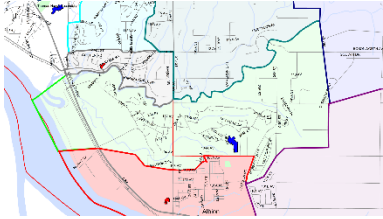
This document provides the Board with a summary of all feedback received during this public consultation process, and outlines the recommended elementary catchment changes for the East Capital Zone based on the feedback received.

**CATCHMENT OPTIONS**

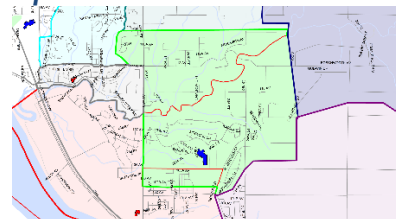
**Option A**



**Option B**



**Option C**



The school district received a combined total of **420** responses to the East Capital Zone Catchment Review open house and online survey. Of the **257** respondents who stated a preference to the three catchment options presented, **55** preferred *option A*, **92** preferred *option B*, **92** preferred *option C*, and **23** indicated they had no preference among the three options.

**Preferred Option**

When respondents were asked to state what made their choice the preferred option, the responses received fell into the following three general categories:

- **Geographical factors** were the most common deciding factor, with respondents remarking they either were or were not in the catchment area for the new school, citing the proximity of the new school to their home or daycare, or noting the walking distance to the new school for students.
- **Balanced catchment.** The sense that the catchment option they had selected was most “balanced” was also a common theme.

- **Sense of community.** Finally, the desire to keep specific communities in the same catchment was a key consideration for some, with a number of respondents noting that the Country Lane Estates should not be divided, and a number advocating for the inclusion of students in the Jackson Ridge area of Maple Ridge.

#### **GAPS: Option A**

When respondents were asked to note any gaps with proposed catchment option A, the following themes emerged:

- a number of respondents were concerned that these draft boundaries do not take enough pressure off Blue Mountain elementary and should be extended farther north;
- some respondents were concerned that the catchment did not include the area west of 240<sup>th</sup> Street;
- several respondents wanted to see the Wynnbrook development added to the catchment;
- a number of respondents also wanted to see the south boundary start at 102 Ave rather than 104 Ave so that the Country Lane Estates neighbourhood is not divided;
- some wanted to see students in the Jackson Ridge area included in the catchment for the new school.

#### **GAPS: Option B**

When respondents were asked to note any gaps with proposed catchment option B, the following themes emerged:

- a number of respondents felt the top boundary should extend further north to include 109 Ave and 112 Ave;
- some felt the boundary ran too far west;
- some wanted to see the lower boundary take in more area south of the school;
- some noted that a number of homes near the school were not in-catchment;
- a number of respondents felt that the proposed catchment for the new school in this option was too large.
- some wanted to see students in the Jackson Ridge area included in the catchment for the new school.

#### **GAPS: Option C**

When respondents were asked to note any gaps with proposed catchment option C, the following themes emerged:

- a number of respondents felt the area west of 240<sup>th</sup> Street should be included in the catchment;
- some respondents wanted the boundary extended farther south;
- several respondents noted again that the Jackson Ridge neighbourhood was not included in the catchment for the new school with this option;
- some suggested the catchment was too large.

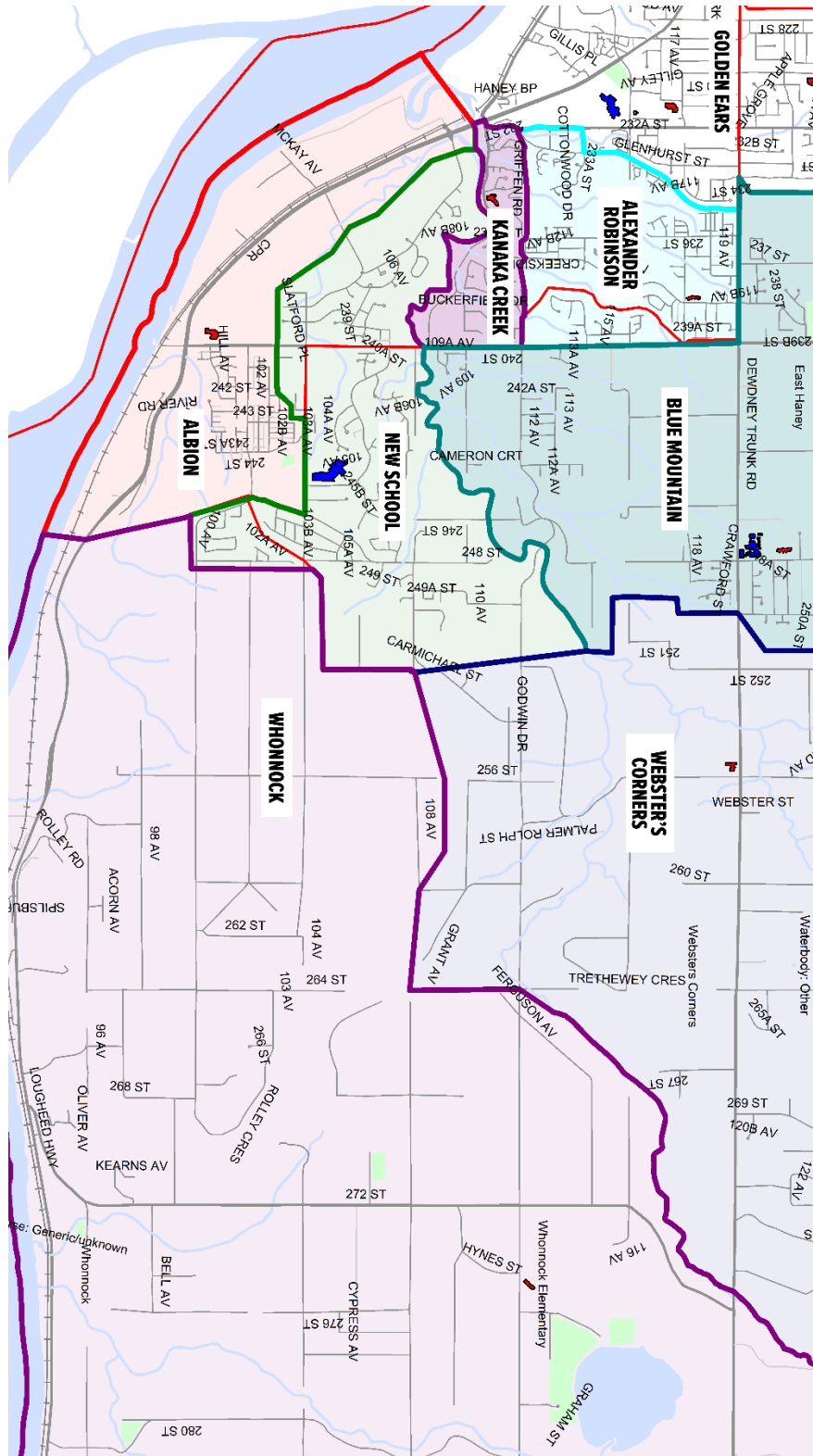
#### **Other Feedback**

Finally, when respondents were asked if they had any other feedback to share, the following themes emerged:

- a number of respondents again advocated for the inclusion of the Jackson Ridge area in the catchment for the new school;
- some again asked that the school district include the Wynnbrook development in the catchment for the new school;
- several respondents expressed concerns about the traffic flow on 104<sup>th</sup> Ave;
- a number of respondents noted that the final catchment should include the areas near the school.

### Proposed Catchment Areas for East Capital Zone Elementary Schools

We have given careful consideration to input provided by respondents at the Open House and through the online survey. Consideration was also given to input received from the Planning Department of the City of Maple Ridge. Based on feedback received, senior staff ran additional catchment scenarios using Baragar Systems to determine and consider changes resulting from modification to options presented for consultation.



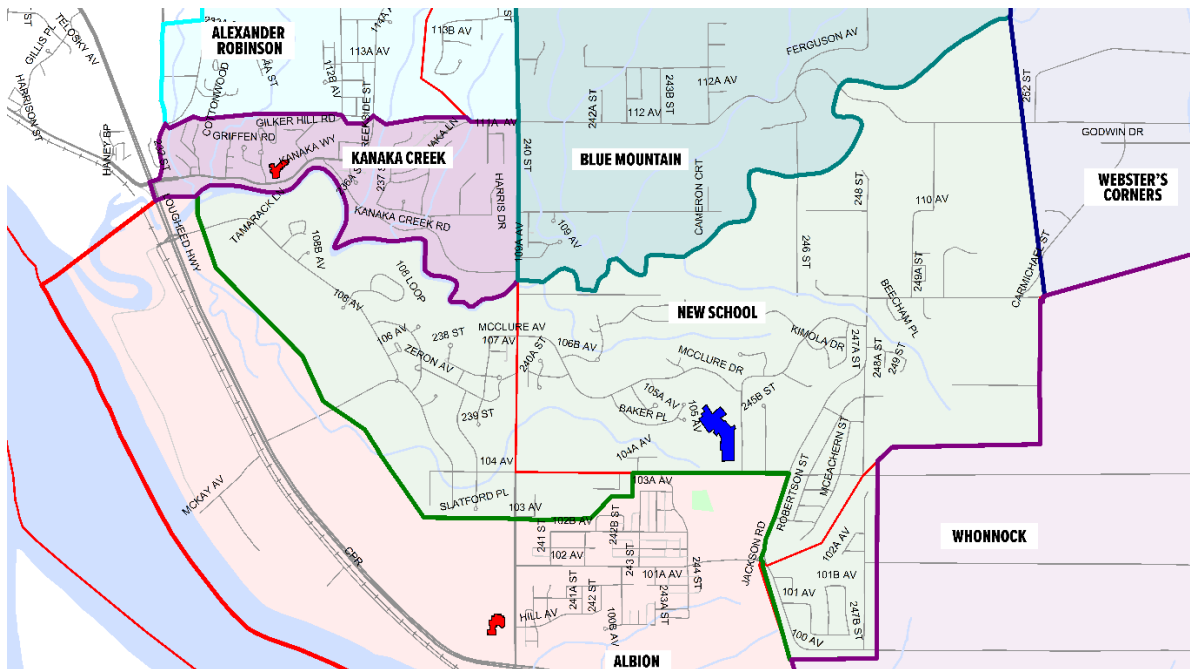
**Resulting changes if proposed catchment areas are adopted:**

SCHOOL	CAPACITY	NUMBER OF K-7 STUDENTS IN CURRENT CATCHMENTS	K-7 PROJECTED STUDENTS IN RECOMMENDED CATCHMENTS	2017/18 ENROLMENT
New School	616		647	0
Albion	425	627	446	560
Alexander Robinson	468	498	631	551
Blue Mountain	271	530	397	308
Kanaka Creek	542	245	245	593
Webster's Corners	251	613	209	210
Whonnock	248	276	214	284

The catchment for Kanaka Creek Elementary historically was intentionally established as a comparatively small area. Although only 245 K-7 students currently reside within the defined catchment for Kanaka Creek, the school typically operates at full capacity as over half of the enrolment is drawn to this year-round program from neighbouring catchments in the East Capital Zone. Conversely, some families who reside in the Kanaka Creek catchment opt to have their child(ren) attend a neighbouring school because the year-round model does not suit their personal preference.

It is important to note that per school district policy and procedure, those families who prefer to have their child(ren) attend the new school but whose residence falls outside of the adopted catchment for the new school can request to have their child(ren) transfer to the new school. Conversely, families whose residence now falls within the adopted catchment for the new school are entitled to have their child(ren) continue attending their current elementary school.

**New Elementary School Catchment Detail**

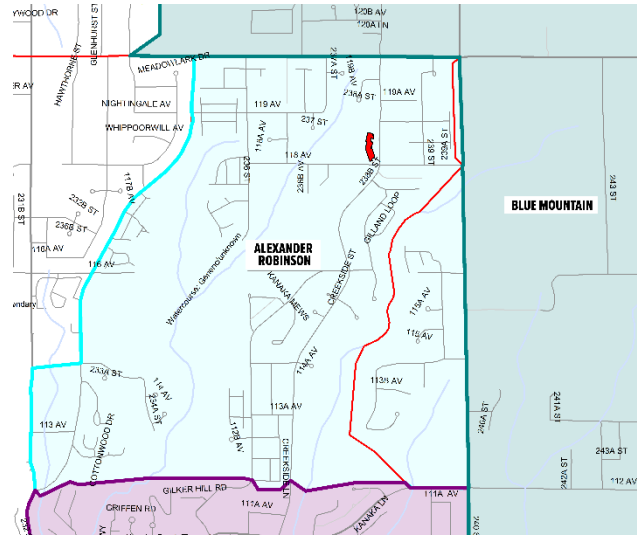


The proposed catchment for the new elementary school is a modified version of *Option B*. This modified version of *Option B* addresses the concerns of respondents who wanted to see the Jackson Ridge neighbourhood added to the new catchment, and also accommodates requests that the area just south of 104<sup>th</sup> Avenue and 240<sup>th</sup> Street (Slatford Place) be included in the catchment for the new school.



## Alexander Robinson Elementary Catchment Area Detail

To address the concerns of those respondents who felt that the boundary revisions should strive to take more pressure off Blue Mountain elementary school, we have also returned the small area north of 112<sup>th</sup> Avenue and west of 240<sup>th</sup> Street (which currently lies in the Blue Mountain catchment) to the Alexander Robinson catchment.



### RECOMMENDATIONS

It is recommended that the catchment for the new elementary school in the Albion area of Maple Ridge be a modified version of Option B. This modified version of the school boundary incorporates the Jackson Ridge area and eliminates a large swath of primarily non-residential land west of 240<sup>th</sup> Street and north of Lougheed Highway, while including the residential area west of 240<sup>th</sup> Street and 104 Ave.

It is further recommended that the small area north of 112<sup>th</sup> Avenue and west of 240<sup>th</sup> Street that currently lies within the Blue Mountain Elementary catchment be returned to the Alexander Robinson Elementary catchment. The area had been a part of the Alexander Robinson catchment in the past; a Baragar Systems analysis shows that the vast majority of students residing in this neighbourhood already attend Alexander Robinson.

### **RECOMMENDATION:**

**THAT the Board approve the proposed catchment areas for East Capital Zone elementary schools as set out in this report.**

To: **Board of Education**

From: Superintendent  
Sylvia Russell

Re: **SCHOOL FEES SCHEDULE AND SPECIALTY  
ACADEMY FEES SCHEDULE 2018/19**

Date: May 16, 2018  
(Public Board Meeting)

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**Decision**

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**BACKGROUND/RATIONALE:**

**SCHOOL ACT: SECTION 82 - FEES AND DEPOSITS**

The school act states that:

- (1) A board must provide free of charge to every student of school age resident in British Columbia and enrolled in an educational program in a school operated by the board,
  - (a) instruction in an educational program sufficient to meet the general requirements for graduation,
  - (b) instruction in an educational program after the student has met the general requirements for graduation, and
  - (c) educational resource materials necessary to participate in the educational program.
- (2) For the purposes of subsection (1), a student is resident in British Columbia if the student and the student's guardian are ordinarily resident in British Columbia.
- (2.1) Subject to subsection (2.2), if a board permits a student who is older than school age and is ordinarily resident in British Columbia to enroll in an educational program leading to graduation, the board must provide free of charge to that student
  - (a) instruction in an educational program sufficient to meet the general requirements for graduation, and
  - (b) educational resource materials necessary to participate in the educational program.
- (2.2) Subsection (2.1) does not apply to a student who has
  - (a) already met the general requirements for graduation, or
  - (b) completed the requirements for graduation from a secondary school or high school in another jurisdiction.
- (3) Subject to subsections (1) and (2.1), section 82.4 and the orders of the minister, a board may charge fees for goods and services provided by the board.
- (4) A board may require a deposit for educational resource materials provided to students and to children registered under section 13.
- (5) If a board requires a deposit under subsection (4), it must refund all or part of the deposit to the student or child on return of the educational resource materials.

- (6) A board must publish a schedule of the fees to be charged and deposits required and must make the schedule available to students and to children registered under section 13 and to the parents of those students and children before the beginning of the school year.
- (7) Except as provided in an agreement under section 75 (4.1), a board is not responsible to pay for any educational activity undertaken by a student that is not provided by the board.

### **Secondary School Fee Schedule 2018/19:**

The proposed Secondary School Fees Schedule 2018/19 is shown below:

<b>1.</b>	<b>Student fee</b>	<b>\$28</b>
<b>2.</b>	<b>Athletic fee</b>	<b>\$25</b>
<b>3.</b>	<b>Yearbook</b>	<b>\$55</b>
<b>4.</b>	<b>Lock</b>	<b>\$6</b>

### **School Supplies – Elementary Students**

Elementary schools use a variety of methods for acquiring school supplies. The cost of elementary school supplies must not exceed \$55 per student per school year including the cost of a planner, if required.

Elementary school principals will post the school supply lists on the school website prior to June 30<sup>th</sup> of each year.

### **SCHOOL ACT: SECTION 82.1 - SPECIALTY ACADEMIES**

The school act states that:

- (1) In this section, "**specialty academy**" means an educational program that emphasizes a particular sport, activity or subject area and meets the prescribed criteria set out in the regulations.
- (2) A board may offer a specialty academy if
  - (a) the board has consulted with the parents' advisory council for the school where the board proposes to offer the specialty academy, and
  - (b) the board is of the opinion that there is sufficient demand for the specialty academy.
- (3) A board that offers a specialty academy must
  - (a) make available sufficient instruction for students enrolled in the specialty academy to meet the general requirements for graduation, and
  - (b) continue to offer a standard educational program in the school district.
- (4) Despite section 82, but subject to section 82.4, a board may charge a student enrolled in a specialty academy fees relating to the direct costs incurred by the board in providing the specialty academy that are in addition to the costs of providing a standard educational program.
- (5) On or before July 1 of each school year, a board that offers a specialty academy must
  - (a) establish a schedule of fees to be charged under subsection (4), and
  - (b) make the schedule of fees available to the public.

- (6) Before establishing a schedule of fees under subsection (5), a board must

- (a) consult with the parents' advisory council for the school where the specialty academy is offered, and
- (b) obtain the approval of that parents' advisory council for the schedule of fees.

The specialty academies in School District No. 42 which charge fees are:

<b>Academy:</b>	<b>Equestrian</b>
<b>School:</b>	<b>Thomas Haney Secondary</b>
<b>Administrator:</b>	<b>Grant Frend</b>
<b>Enrolment:</b>	24
<b>Expenses:</b>	
Dues and Fees	405
Learning Resources	1,134
Supplies	3,481
Transportation	2,310
Net program cost	7,330
Fee to break even	305
<b>Anticipated 2018/19 fee requiring approval:</b>	<b>305</b>
<b>Academy:</b>	<b>Dance</b>
<b>School:</b>	<b>Thomas Haney Secondary</b>
<b>Administrator:</b>	<b>Grant Frend</b>
<b>Enrolment:</b>	24
<b>Expenses:</b>	
Instructor	13,000
Net program cost	13,000
Fee to break even	542
<b>Anticipated 2018/19 fee requiring approval:</b>	<b>542</b>
<b>Academy:</b>	<b>Hockey</b>
<b>School:</b>	<b>Pitt Meadows Secondary</b>
<b>Administrator:</b>	<b>Mike Keenan</b>
<b>Enrolment:</b>	30
<b>Expenses:</b>	
Advertising	1,500
Clothing	3,800
Ice Rental	12,750
Insurance	1,000
Speakers & Training Services	3,500
Special Events	3,000
Staff and Coaching	18,000
Teaching Time	14,157
Net program cost	57,707
Fee to break even	1,924
<b>Anticipated 2018/19 fee requiring approval:</b>	<b>1,924</b>

<b>Academy:</b>	<b>Interdisciplinary Arts</b>
<b>School:</b>	<b>Garibaldi Secondary</b>
<b>Administrator:</b>	<b>Darren Rowell</b>
<b>Enrolment:</b>	30
<b>Expenses:</b>	
Choreography	1,000
Sound Engineer	1,000
Technology - Set Design	750
Net program cost	2,750
Fee to break even	92
<b>Anticipated 2018/19 fee requiring approval:</b>	<b>92</b>
<b>Academy:</b>	<b>International Baccalaureate</b>
	<b>Diploma Program</b>
<b>School:</b>	<b>Garibaldi Secondary</b>
<b>Administrator:</b>	<b>Darren Rowell</b>
<b>Enrolment:</b>	40
<b>Revenue:</b>	
Board Budgeted Allocation	52,911
School generated funds	17,800
<b>Expenses:</b>	
DP Fee	15,700
Other subject fees	20,300
BCAIBWS annual fee	300
Supplies	9,050
Training	15,500
Teaching Time	24,751
TTOC Time	1,114
	86,715
Net program cost	16,004
Fee to break even	400
<b>Anticipated 2018/19 fee requiring approval:</b>	<b>400</b>
<b>Academy:</b>	<b>Softball</b>
<b>School:</b>	<b>Garibaldi Secondary</b>
<b>Administrator:</b>	<b>Darren Rowell</b>
<b>Enrolment:</b>	25
<b>Expenses:</b>	
Advertising	250
Clothing	4,000
Instructors	37,500
Transportation	5,000
Supplies	500
Net program cost	47,250
Fee to break even	1,890
<b>Anticipated 2018/19 fee requiring approval:</b>	<b>1,890</b>

<b>Academy:</b>	<b>Baseball</b>
<b>School:</b>	<b>Garibaldi Secondary</b>
<b>Administrator:</b>	<b>Darren Rowell</b>
<b>Enrolment:</b>	25
<b>Expenses:</b>	
Advertising	250
Clothing	4,000
Instructors	40,000
Transportation	5,000
Supplies	500
Facility Rental (Indoor)	12,000
Net program cost	61,750
Fee to break even	2,470
<b>Anticipated 2018/19 fee requiring approval:</b>	<b>2,470</b>
<b>Academy:</b>	<b>Golf</b>
<b>School:</b>	<b>Maple Ridge Secondary</b>
<b>Administrator:</b>	<b>Trevor Connor</b>
<b>Enrolment:</b>	20
<b>Expenses:</b>	
Player gear package	8,000
Zone Academy/Pitt Meadows Golf Club	16,000
Club Membership	5,000
Range Card	1,000
Tournament Fee	1,500
Equipment and Supplies	500
Coaches/Trainers	1,400
Titleist Training Program	350
Advertising	250
Referee Clinic/NCCP Certification	2,000
Net program cost	36,000
Fee to break even	1,800
<b>Anticipated 2018/19 fee requiring approval:</b>	<b>1,800</b>
<b>Academy:</b>	<b>Digital Arts</b>
<b>School:</b>	<b>Maple Ridge Secondary</b>
<b>Administrator:</b>	<b>Trevor Connor</b>
<b>Enrolment:</b>	15
<b>Expenses:</b>	
Supplies	1,125
Net program cost	1,125
Fee to break even	75
<b>Anticipated 2018/19 fee requiring approval:</b>	<b>75</b>

<b>Academy:</b>	<b>Hockey</b>
<b>School:</b>	<b>Samuel Robertson Technical Secondary</b>
<b>Administrator:</b>	<b>Dennis Dickson</b>
<b>Enrolment:</b>	30
<b>Expenses:</b>	
Advertising	1,500
Clothing	3,800
Ice Rental	12,750
Insurance	1,000
Speakers & Training Services	3,500
Special Events	3,000
Staff and Coaching	18,000
Teaching Time	14,157
Net program cost	57,707
Fee to break even	1,924
<b>Anticipated 2018/19 fee requiring approval:</b>	<b>1,924</b>
<b>Academy:</b>	<b>Soccer</b>
<b>School:</b>	<b>Westview Secondary</b>
<b>Administrator:</b>	<b>Kristi Blakeway</b>
<b>Enrolment:</b>	41
<b>Expenses:</b>	
Clothing	8,280
Speakers & Training Services	2,830
Staff and Coaching	10,645
Supplies	2,700
Net program cost	24,455
Fee to break even	596
<b>Anticipated 2018/19 fee requiring approval:</b>	<b>596</b>
<b>Academy:</b>	<b>Basketball</b>
<b>School:</b>	<b>Westview Secondary</b>
<b>Administrator:</b>	<b>Kristi Blakeway</b>
<b>Enrolment:</b>	20
<b>Expenses:</b>	
Advertising	250
Certification	250
Clothing	4,000
Instructors	2,500
Supplies	500
Transportation	200
Net program cost	7,700
Fee to break even	385
<b>Anticipated 2018/19 fee requiring approval:</b>	<b>385</b>

<b>Academy:</b>	<b>Hair Design</b>
<b>School:</b>	<b>Samuel Robertson</b>
<b>Administrator:</b>	<b>Steve Weibe</b>
<b>MOE Enrolment:</b>	13
<b>ITA Enrolment:</b>	13
<b>Revenue:</b>	
Ministry of Education FTE Allocation	96,499
Ace-It Funding	23,400
	<hr/> 119,899
<b>Expenses:</b>	
Admin charge to district	42,350
Program overhead costs	1,020
Learning Resources	28,860
Post-Secondary Tuition	93,275
Transportation	2,040
	167,545
Net program cost	47,646
Fee to break even	<hr/> 3,665
<b>Anticipated 2018/19 fee requiring approval:</b>	<b>3,665</b>

<b>Other Fees</b>	<b>Fee Requiring Approval</b>
<b>Course</b>	
Adobe Certified Associate	15
Microsoft Technology Associate	15
Autodesk Certified User	15
Microsoft Office Specialist	15
Intuit Quickbooks Certified User	25
Entrepreneurship and Small Business	25
ToonBoom Certified Associate	15
Automotive	75
Carpentry	825
Culinary	850
Electric	75
Framing	825
Masonry	75
Plumbing	875
Metal Fab	825

The estimated enrolment included in the above tables are conservative projections and it is anticipated that actual enrolment will be sufficient for the Academies to break even.



**RECOMMENDATION:**

**THAT the Board approve the proposed Secondary School Fees Schedule and Academy Fees Schedule for the 2018/19 year:**

**Secondary School Fees Schedule 2018/19**

1.	Student fee	\$28
2.	Athletic fee	\$25
3.	Yearbook	\$55
4.	Lock	\$6

**Academy Fees Schedule 2018/19**

1.	Equestrian	\$305
2.	Dance	\$542
3.	Hockey	\$1,924
4.	Interdisciplinary Arts	\$92
5.	International Baccalaureate	\$400
6.	Softball	\$1,890
7.	Baseball	\$2,470
8.	Golf	\$1,800
9.	Digital Arts	\$75
10	Hockey	\$1,924
11.	Soccer	\$596
12.	Basketball	\$385
13.	Hair Design	\$3,665

**Other Fees Schedule 2018/19**

1.	Adobe Certified Associate	\$15
2.	Microsoft Technology Associate	\$15
3.	Autodesk Certified User	\$15
4.	Microsoft Office Specialist	\$15
5.	Intuit Quickbooks Certified User	\$25
6.	Entrepreneurship and Small Business	\$25
7.	ToonBoom Certified Associate	\$15
8.	Automotive	\$75
9.	Carpentry	\$825
10.	Culinary	\$850
11.	Electric	\$75
12.	Framing	\$825
13.	Masonry	\$75
14	Plumbing	\$875
15.	Metal Fab	\$825



**ITEM 6**

To: **Board of Education**

From: Secretary Treasurer  
Flavia Coughlan

Re: **BOARD OF EDUCATION**  
**PUBLIC BOARD MEETING**

Date: May 16, 2018  
(Public Board Meeting)

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**Decision**

**BACKGROUND/RATIONALE:**

In order to allow Trustees the opportunity to attend the Samuel Robertson Technical Secondary School Graduation Ceremony on June 20, 2018, it is proposed that the June Public Board Meeting be moved from Wednesday, June 20, 2018 to Tuesday, June 19, 2018.

**RECOMMENDATION:**

**THAT the Board approve the change in date of the June public board meeting from Wednesday, June 20, 2018 to Tuesday, June 19, 2018.**

**ITEM 7****To: Board of Education****From:** Secretary Treasurer  
Flavia Coughlan**Re: 2018/19 BOARD OF EDUCATION**  
**REGULAR PUBLIC BOARD MEETINGS****Date:** May 16, 2018  
(Public Board Meeting)

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**Decision**

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**BACKGROUND/RATIONALE:**

In accordance with Policy 2400: School Board Meeting Proceedings, the following schedule is proposed for the 2018/19 School Board meeting dates:

September 19, 2018	March 13, 2019
November 21, 2018	April 10, 2019
December 12, 2018	April 24, 2019
January 23, 2019	May 15, 2019
February 13, 2019	June 19, 2019
February 27, 2019	

The proposed schedule of public meetings will allow the Board of Education to complete the Board work outlined in the attached annual Board Work Plan (Attachment A) and to enhance the Board's community outreach through public engagement events on specific topics.

During the year, additional Public Board meetings may be called with 48 hours notice.

**RECOMMENDATION:**

**THAT the Board adopt the following regular Public Board meeting schedule for 2018/19:**

September 19, 2018	March 13, 2019
November 21, 2018	April 10, 2019
December 12, 2018	April 24, 2019
January 23, 2019	May 15, 2019
February 13, 2019	June 19, 2019
February 27, 2019	

**September**

- Approve Audited Financial Statements - September 30
- Review the Audit findings – September 15
- Review the Board Policy Development Committee Work Plan
- Submit Executive Compensation Disclosure to Public Sector Employers' Council – September 30
- Consider Motions to BCSTA Provincial Council

**October**

- Submit Learning Improvement Fund to the BC Ministry of Education
- Submit Classroom Enhancement Fund Report to the BC Ministry of Education
- Complete Board Self Evaluation
- Recognize World Teachers' Day
- Represent Board at BCPSEA Symposium
- Represent Board at BCSTA Provincial Council Meeting
- Represent Board at Ministry of Education Annual Liaison Meeting

**November**

- Review Class Size Report on School Organizations
- Receive Enrolment Update Report
- Review and Approve First Quarter Financial Statements
- Complete Superintendent Growth Plan Review
- Election of Board Chairperson and Vice Chairperson
- Annual Chairperson Report
- Approve Trustee Appointments to Committees and Community Liaison Groups
- Attend the BCSTA Trustee Academy

**December**

- Strategic Plan Review
- Board Operational Plan Review
- Consider Motions for BCSTA Annual General Meeting and Provincial Council
- Review Terms of Engagement and Appoint or Reappoint Financial Statements Auditor
- Statement of Financial Information (SOFI) – December 31

**January**

- Receive the Ministry of Education Funding Update
- Approve the Budget Process for upcoming year
- Receive the Budget Implementation Feedback
- Represent Board at BCPSEA Annual General Meeting

**February**

- Adopt the Amended Annual Budget Bylaw – February 28
- Review and Approve Second Quarter Financial Statements
- Review and Approve Board/Authority Authorized Courses and Programs of Choice
- Review Three Year Enrolment Projection – February 15
- Receive Enrolment Update Report
- Represent Board at BCSTA Provincial Council Meeting

**March**

- Receive Ministry of Education Estimated Funding for upcoming year
- Meetings with Partner Groups on Budget
- Approval of School District Calendar 2019/20

## **April**

- Receive Proposed Preliminary Budget
- Engage in the Budget Consultation Process
- Adopt the Annual Facilities Grant Bylaw
- Approve the Preliminary Budget for Implementation
- Receive Annual Review of Rental Fees
- Attend the BCSTA Annual General Meeting

## **May**

- Receive and Approve the Third Quarter Financial Statements
- Adopt the Annual Budget Bylaw – June 30
- Approve Academies Specialty Fees and School Fees
- Receive the Carbon Neutral Action Report

## **June**

- Receive the Aboriginal Education Report
- Review Operational Plans
- Adopt the Board Calendar for the Upcoming Year
- Review Trustees Remuneration
- Approve Five-year Capital Plan for Submission to BC Ministry of Education - June 30

## **Other Items Scheduled as Needed**

- Review and Approve Board Policies and Bylaws
- Review and Approve Capital Project Bylaws
- Hear Appeals as needed
- Ratify Principal and Vice-Principal Appointments
- Ratify Collective Agreements
- Approve Exempt Compensation
- Approve disposition of Real Property (land and buildings)
- Declare Facilities Surplus for General School Needs
- Recognize School and Community Highlights
- Publish Board Highlights After Each Meeting
- Receive IT Plan Updates
- Receive Energy Management Plan Updates
- Represent Board at BCSTA Branch Meetings
- Attend School Functions
- Attend Employee Recognition Events

Trustees attendance at the following committee and advisory meetings:

### Internal

- Budget
- Finance
- Board Policy Development
- Facilities Planning
- Education
- Aboriginal Education
- Student Voice
- Round Table with Partners

### External

- BC School Trustees Association Provincial Council
- BC School Employers Association
- District Parent Advisory Council
- Municipal Advisory & Accessibility
- Ridge Meadows Education Foundation
- City of Maple Ridge Active Transportation
- Social Planning Advisory
- Other Board Liaison

To: Board of Education

From: Secretary Treasurer  
Flavia Coughlan

Re: **NEW BOARD OF EDUCATION:  
TRUSTEES' REMUNERATION**

Date: May 16, 2018  
(Public Board Meeting)

**Decision**

**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.

A survey of trustee compensation was completed by the BC School Trustees Association in December 2017. A summary is provided below.

<b>Board of Education</b>	<b>Student Enrolment</b>	<b>Chairperson</b>	<b>Vice- Chairperson</b>	<b>Trustee</b>
<i>SD42 (Maple Ridge-Pitt Meadows)</i>	14,738	23,032	21,532	20,032
<i>SD34 (Abbotsford)</i>	19,708	27,500	25,000	22,500
<i>SD35 (Langley)</i>	20,959	26,185	25,085	24,085
<i>SD36 (Surrey)</i>	72,538	38,400	35,900	33,400
<i>SD37 (Delta)</i>	15,716	27,718	26,279	25,089
<i>SD38 (Richmond)</i>	20,281	25,292	24,113	23,068
<i>SD41 (Burnaby)</i>	24,540	26,692	25,827	24,962
<i>SD43 (Coquitlam)</i>	31,786	46,927	44,794	42,661
<i>SD44 (North Vancouver)</i>	15,402	24,771	23,471	22,734
<b>Average</b>	<b>26,185</b>	<b>29,613</b>	<b>28,000</b>	<b>26,503</b>
<b>Average Without SD36 and SD43</b>	<b>18,763</b>	<b>25,884</b>	<b>24,472</b>	<b>23,210</b>

It should be noted that other school districts are in the process of reviewing trustee remuneration for the upcoming year.

For 2017/18, trustees' remuneration in the Maple Ridge-Pitt Meadows school district is significantly lower than the average remuneration for the school districts identified above. Even after eliminating the two largest school districts (Coquitlam and Surrey) the average remuneration remains higher than current SD42 trustee remuneration.

In determining future trustee remuneration consideration should also be given to addressing the impact of the change in tax treatment for 1/3 of remuneration from non-taxable to taxable. In SD42 the impact of the tax treatment change is estimate to be an average reduction of net trustee remuneration by 7% or \$1,374.

In establishing the base rate for trustees' remuneration for the upcoming term (November 2018– October 2022) the following options should be considered by the Board:

- **Option 1:** No adjustment to trustees' remuneration and approve annual cost of living adjustments (effective July 1<sup>st</sup> of each year of the term) based on the CPI Vancouver differential.

- **Option 2:** Adjust trustees' remuneration effective November 1, 2018 to match the average remuneration for trustees in the selected school districts and approve annual cost of living adjustments (effective July 1<sup>st</sup> of each year of the term) based on the CPI Vancouver differential.
- **Option 3:** Adjust trustees' remuneration effective November 1, 2018 to match the average remuneration for trustees in the selected school districts except for Surrey and Coquitlam and approve annual cost of living adjustments (effective July 1<sup>st</sup> of each year of the term) based on the CPI Vancouver differential.
- **Option 4:** Adjust trustees' remuneration effective November 1, 2018 to match the average remuneration for trustees in the selected school districts plus 7% in recognition of the tax treatment change and approve annual cost of living adjustments (effective July 1<sup>st</sup> of each year of the term) based on the CPI Vancouver differential.
- **Option 5:** Adjust trustees' remuneration effective November 1, 2018 to match the average remuneration for trustees in the selected school districts except for Surrey and Coquitlam plus 7% in recognition of the tax treatment change and approve annual cost of living adjustments (effective July 1<sup>st</sup> of each year of the term) based on the CPI Vancouver differential.

Proposed trustee remuneration for Option 2,3,4, and 5 will be rounded to the nearest \$100.

As per procedure 2920.1 Trustees' Remuneration the remuneration paid to the Chairperson will be set at \$3,000 per annum over above the base rate and for the Vice-Chairperson will be set at \$1,500 per annum above the base rate.

	<i>Remuneration Effective Nov 1, 2018</i>	<i>Estimated Net Remuneration</i>		
		<i>Before Jan 1, 2019</i>	<i>After Jan 1, 2019</i>	<i>% change</i>
<i>Option 1</i>	20,032	18,296	16,893	-7.67%
<i>Option 2</i>	26,400	24,113	22,263	22%
<i>Option 3</i>	23,200	21,190	19,564	7%
<i>Option 4</i>	28,400	25,939	23,949	31%
<i>Option 5</i>	24,800	22,651	20,913	14%

It is recommended that the Board approve the implementation of option 5 which will result in the following remuneration structure effective November 1, 2018:

	<i>Remuneration</i>
<i>Trustees'</i>	<b>\$ 24,800</b>
<i>Vice-Chairperson</i>	<b>\$ 26,300</b>
<i>Chairperson</i>	<b>\$ 27,800</b>

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 approve the increase of trustee remuneration effective November 1, 2018 to Option \_\_\_\_ (\$\_\_\_\_\_ for trustees, \$\_\_\_\_\_ for the Vice-Chairperson of the Board and \$\_\_\_\_\_ for the Chairperson of the Board);**

**And Further;**

**THAT the Board approve the annual adjustment of trustee remuneration for the period 2018 to 2022 effective on July 1 each year based on the Metro Vancouver Consumer Price Index differential for the prior year.**

To: **Board of Education**

From: Flavia Coughlan  
Secretary Treasurer  
Nora Wintermute  
Manager, Energy and  
Environmental Sustainability

Re: **ENERGY MANAGEMENT PLAN –  
YEAR 3 UPDATE**

Date: May 16, 2018  
(Public Board Meeting)

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**Decision**

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**BACKGROUND:**

At the March 25, 2015 Public Board Meeting, the Board approved the 2015-2019 Energy Management Plan. The Plan was created based on the high level energy assessments for all 34 school district facilities produced by Quantum Lighting Inc. and SES Consulting. The implementation of all lighting and heating, ventilation and air-conditioning (HVAC) upgrade opportunities identified in the Energy Management Plan was estimated to result in energy savings of 4.44 million kWh and 12,800 GJ and annual utilities cost savings of \$0.50 million. In addition to these capital projects, the Energy Management Plan also outlines behavior change projects that will help the school district achieve further energy savings.

Three years into the Energy Management Plan, the school district has completed 37 energy upgrades at various locations that translate into estimated ongoing energy savings valued at \$0.45 million. The original cost savings estimates have been revised based on detailed energy studies and we are currently estimating additional annual savings of \$0.08.

**PROJECT OVERVIEW:**

**2014/15 Projects**

2014/15 projects included Thomas Haney lighting, heating, ventilation and cooling and Webster's Corner Elementary lighting upgrades. The total actual implementation cost for these projects, including lighting and heating, ventilation and cooling upgrades, was **\$0.70 million** and the estimated ongoing energy savings are **\$0.14 million**. Additional benefits include improved lighting levels and more consistent lighting.

In March 2015, the school district, in partnership with BC Hydro Schools Program hosted an Energy Ambassadors workshop for Thomas Haney teachers and students. Students who participated in the workshop prepared and presented recommendations for energy conservation to the Board of Education on May 13, 2015. These recommendations have been implemented in the school district.

The 2014/15 Energy Management projects and initiatives translate into estimated ongoing energy savings valued at \$0.14 million. To support these projects, the school district has received **\$152,522** for BC Hydro in incentive funding to recognize the energy savings achieved.

**2015/16 Projects**

A number of behavior change projects were undertaken in 2015/16. On September 22, 2015 all school district custodial staff attended one of two training workshops on the newly approved four year Energy Management Plan.



In October 2015, the school district organized the first annual month long Energy Challenge, initiative aimed at raising awareness about energy conservation in schools by decreasing electricity and natural gas consumption. The winning school was Harry Hooe Elementary. In the fall of 2015, Senior Team approved the creation of the Environmental Sustainability Committee that will investigate, promote, advise, recommend and assist in the implementation of measures that will improve the learning environment of students and working environment of staff through the integration of the principles of environmental sustainability into all school district functions and operations. Lastly, in January 2016, the school district, in partnership with BC Hydro Schools Program hosted a second Energy Ambassadors workshop for Samuel Robertson Technical, Maple Ridge Secondary and Thomas Haney teachers and students.

In 2015/16 lighting upgrades have been completed at Samuel Robertson Technical, Harry Hooe Elementary, Yennadon Elementary, Glenwood Elementary, District Education Office and Maple Ridge Annex. A heating, ventilation and cooling upgrade at Samuel Robertson Technical was also completed. The total actual implementation cost for these projects, is **\$1.00 million** and the estimated ongoing energy savings are **\$85,328**.

In 2015/16, the school district also received provincial funding of \$0.84 million for three routine capital projects that will result in additional estimated energy savings of \$10,000.

The 2015/16 Energy Management projects and initiatives translate into estimated ongoing energy savings valued at \$0.09 million. To support these projects, BC Hydro has issued an incentive agreement in the amount of **\$147,623** to recognize the energy savings achieved.

### **2016/17 Projects**

In 2016/17 heating, ventilation and cooling (HVAC) upgrades have been completed at Highland Park Elementary, Garibaldi Secondary, Westview Secondary, Yennadon Elementary, Glenwood Elementary, Maple Ridge Secondary, District Education Office, Pitt Meadows Secondary and Eric Langton Elementary. In addition to HVAC upgrades, the school district has completed lighting upgrades at Pitt Meadows Secondary and Maple Ridge Secondary, as well as two small lighting upgrades in the gyms of Albion Elementary and Alexander Robinson Elementary due to end of life of the fixtures. The total estimated cost for these projects is \$1.55 million and the estimated ongoing energy savings are \$122,283.

School District 42 is committed to energy management and conservation that creates long-lasting behavior change.

A number of Science teachers at Garibaldi Secondary and the district Librarian, alongside the energy manager created a pilot Sustainability Unit plan for Science 9 students. The unit plan aligns with the new curriculum core competencies and big ideas. The unit plan content explores the sustainability of systems and First Peoples' knowledge of interconnectedness and sustainability by providing students and teachers with online and paper resources on this topic as well as an in person presentation by the energy manager.

The second annual Energy Challenge was held in February and the winning school, Alexander Robinson Elementary, designed and implemented activities to reduce electricity consumption for the entire month and explored a broader narrative of how this challenge can be integrated into the school culture and community. There were 11 participating schools. To kick off the challenge, Alexander Robinson Elementary students watched a live "pedal power" demo featuring a Pedal-A-Watt bicycle built by Connex students. The students got a chance to hop on the bike and start pedaling, which created enough electricity to illuminate a light bulb.

Lastly, to foster industry school partnerships, our consultants, Quantum Lighting made a presentation to the Electrician Level I Apprenticeship students on the newest LED lighting technology and demonstrated this technology.

The 2016/17 Energy Management projects and initiatives translate into estimated ongoing energy savings valued at \$0.12 million. To support these projects, BC Hydro has issued incentive agreements in the amount of \$68,465 to recognize the energy savings achieved.

### **2017/18 Projects**

In 2017/18 heating, ventilation and cooling (HVAC) upgrades and lighting upgrades were completed at Edith McDermott Elementary, Laity View Elementary and Pitt Meadows Elementary. Additionally, lighting upgrades were completed at Albion Elementary, Alouette Elementary, Davie Jones Elementary, Eric Langton Elementary and Maple Ridge Elementary. The total estimated cost for these projects is **\$1.22 million** and the estimated ongoing energy savings are **\$102,378**.

The first annual Holiday Unplug campaign was held district-wide before winter break. Over 100 teachers, students and staff participated; and approximately 600 appliances and electronics were unplugged over the two weeks that schools were closed. This campaign was built specifically to target an increasing plug load at the district's schools. Plug load is added energy consumption due to items remaining plugged in to outlets, even when not in use.

The third annual Energy Challenge yielded energy savings of 11,100 kWh of electricity and 117 GJ of natural gas, enough to power 3.5 homes for one year. This February, 7 schools participated with the goal to complete the most energy-saving activities and raise awareness through social media and student outreach. In all, 117 energy activities were carried out district-wide, with creative examples such as Tupperware Tuesday, Free the Plug Friday and Waste Stream Audits. Kanaka Creek Elementary won the competition this year, with a Green Team of over 20 participants.

The Environmental Sustainability Committee (ESC) met for the first time in October of 2017. The ESC meets monthly and has set a work plan to connect environmental initiatives across the district. This year, the Committee aided in the marketing of the Holiday Unplug campaign and Energy Challenge, as well as provided valuable feedback and guidance on the new Waste Collection Program.

The new Waste Collection Program was rolled out district-wide in March and the Environmental Sustainability Committee supported this effort through the creation of a "waste workshop" that informs teachers, staff and students of the new methods for waste collection and the significance of diverting organics and recycling from our landfills.

The 2017/18 Energy Management projects and initiatives translate into estimated ongoing energy savings valued at \$0.10 million. To support these projects and to recognize the energy savings achieved, BC Hydro has issued incentive agreements in the amount of **\$121,391**.

### **Energy Management Plan Update**

Three years into the Energy Management Program, the school district has completed 37 energy upgrades at various locations that translate into estimated ongoing energy savings valued at \$0.45 million. Updated energy studies are showing that the district will achieve annual estimated savings of \$0.58 million once the full program is implemented.

There are however risks inherent in any program. Since 2014, when the school district engaged Quantum Lighting Inc. and SES Consulting to produce high level energy assessments for all 34 school district facilities, we have learned the following:

- When compared to the 2015 project estimates provided by our consultants in the high level energy assessments, we have seen an increase in the capital costs of approximately 40%. This is in part due to the deterioration in the value of the Canadian dollar, the shortage of qualified contractors, and the timelines established by BC Hydro for incentive funding.
- In December 2015, BC Hydro has informed us of a number of Energy Manager Program changes, including discontinuing their incentives for mechanical, heating, ventilation and

cooling (HVAC), refrigeration and commercial kitchen projects starting March 1, 2016. Additional changes that will impact our school district include: discontinuing the BC Hydro energy manager program bonus funding and incentive funding caps for energy studies. The updated name for the BC Hydro Energy Manager Program is now the BC Hydro Leaders in Energy Management Program.

- In April 2016, BC Hydro has informed us of a number of additional Energy Manager Program changes, including incentive programs being fully subscribed until April 2017 (such as their Custom and New Construction Incentive Programs), cap of \$300,000 per school district per year for any future incentives, less rigorous sector targets and a change in focus towards demand response and low carbon electrification.
- In December of 2017, BC Hydro has announced that incentive funding associated with lighting upgrades has been updated to reflect advancements in lighting technology. Under these changes, lighting upgrades will be required to be more efficient in order to be eligible for incentive funding. This translates into increased project costs in order to purchase newer technology, and potential for decrease in incentive funding in 2018 and beyond.

**Project Budget Update:**

<b>Energy Management Plan Financial Summary</b>	
Revised Energy Management Plan Projects Cost	
2014/15 Projects	0.70 M
2015/16 Projects	1.00 M
2016/17 Projects	1.55 M
2017/18 Projects	1.22 M
Remaining Projects (Estimate)	1.30 M
<b>Revised Estimated Total Cost</b>	<b>\$ 5.77 M</b>
Energy Management Funding	
Annual Facilities Grant	1.40 M
Carbon Neutral Capital Program (Ministry of Education)	0.46 M
Bylaw Capital (Ministry of Education)	1.40 M
School Enhancement Program (Ministry of Education)	0.30 M
Local Capital Reserve	1.44 M
BC Hydro Incentives	0.49 M
Fortis Incentives	0.05 M
<b>Total Funding to Date</b>	<b>\$ 5.54 M</b>
<b>Additional Funding Required</b>	<b>\$ 0.23 M</b>

**RECOMMENDATION:**

**THAT the Board receive the Energy Management Plan – Year 3 Update, for information.**

**AND FURTHER**

**THAT the Board approve the transfer of all additional utilities savings achieved in 2017/18, currently estimated at \$110,000 to Local Capital to supplement Energy Management Plan funding.**



**ITEM 10**

To: **Board of Education**

From: Superintendent  
Sylvia Russell  
Secretary Treasurer  
Flavia Coughlan

Re: **2017 CARBON NEUTRAL ACTION  
REPORT**

Date: May 16, 2018  
(Public Board Meeting)

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**Information**

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**BACKGROUND/RATIONALE:**

The Carbon Neutral Action Report for 2017 will be submitted to the Climate Action Secretariat.

The total emissions reported are 3,702 and the school district is required to purchase carbon offsets from the Pacific Carbon Trust to offset these emissions. The total cost is \$92,400 plus GST.

**RECOMMENDATION:**

**THAT the Board receive the Superintendent and Secretary Treasurer's 2017 Carbon Neutral Action Report, for information.**

Attachment



# 2017 CARBON NEUTRAL ACTION REPORT

MAPLE RIDGE - PITT MEADOWS SCHOOL DISTRICT NO.42

# EXECUTIVE SUMMARY



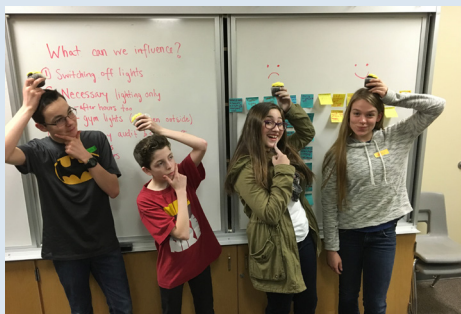
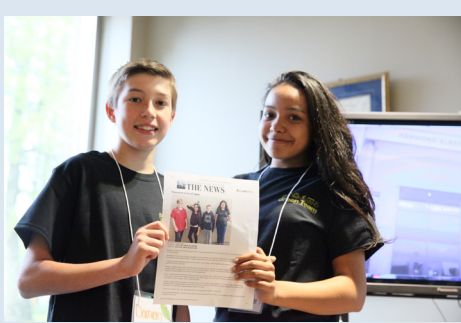
This Carbon Neutral Action Report for the period January 1, 2017 to December 31, 2017 summarizes our emissions profile, the total offsets to reach net-zero emissions, the actions we have taken in 2017 to reduce our greenhouse gas emissions, and our plans to continue reducing emissions in 2018 and beyond. By June 30, 2018, the final Carbon Neutral Action Report for Maple Ridge - Pitt Meadows School District No. 42 will be posted to the district website at [www.sd42.ca/sustainability](http://www.sd42.ca/sustainability).

On March 25, 2015, the Maple Ridge - Pitt Meadows Board of Education approved the *2015-2019 Energy Management Plan*. This plan includes the implementation of lighting as well as heating, ventilation and air-conditioning (HVAC) upgrade opportunities in all 34 school district facilities. The implementation of all energy conservation opportunities will result in estimated energy savings of 4.44 million kWh and 12,800 GJ and estimated annual utilities cost savings of \$0.50 million that will be re-invested in our schools. The associated greenhouse gas emission reduction resulting from this four-year plan are 758 tonnes of CO<sub>2</sub> emissions. Three years into the plan and we are more than half way to meeting the plan target of \$0.5 million in ongoing utilities savings.



Sylvia Russell, Superintendent of Schools  
May 16, 2018





## 2017 GREENHOUSE GAS EMISSIONS

The Maple Ridge – Pitt Meadows School District (SD42) produced a total of 3,702 tonnes of greenhouse gas emissions from all sources as reported in SMARTTool.

SCHOOL DISTRICT NO. 42 GHG EMISSIONS AND OFFSETS FOR 2017 (TCO2E)	
GHG Emissions Created in Calendar Year 2017	
TOTAL EMISSIONS	3,702
TOTAL OFFSETS	3,696
Adjustments to GHG Emissions Reported in Prior Years	
TOTAL EMISSIONS	0
TOTAL OFFSETS	0
Grand Total Offsets for the 2017 Reporting Year	
TOTAL OFFSETS	3,696

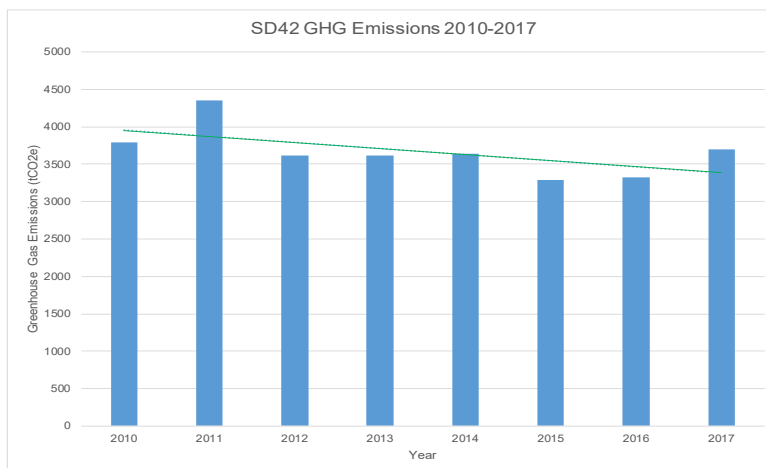
## OFFSETS APPLIED TO BECOME CARBON NEUTRAL IN 2017

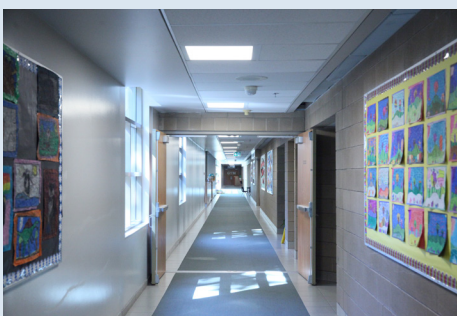
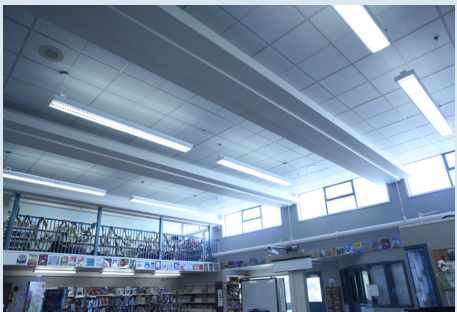
Of all the greenhouse gas emissions generated, a total of 3,696 tonnes of emissions offsets have been applied to become carbon neutral for 2017.

In accordance with the requirements of the Greenhouse Gas Reduction Targets Act and Carbon Neutral Government Regulation, SD42 (the Organization) is responsible for arranging for the retirement of the offsets obligation reported above for the 2017 calendar year, together with any adjustments reported for past calendar years. The Organization hereby agrees that, in exchange for the Ministry of Environmental and Climate Change Strategy ensuring that these offsets are retired on the Organization's behalf, the Organization will pay within 30 days the associated invoice to be issued by the ministry in an amount equal to \$25 per tonne of offsets retired on its behalf plus GST.

## EMISSIONS TRENDS

Since 2010, the Maple Ridge - Pitt Meadows School District has seen a 3% reduction in emissions.





## 2017 RETROFITS

Lighting upgrades were completed at 5 locations in 2017, resulting in 660,175 kWh of ongoing savings. These schools were Albion Elementary School, Laity View Elementary School, Maple Ridge Elementary School, Eric Langton Elementary School and Alouette Elementary School. The reduction in greenhouse gas emissions is estimated at 17 tonnes of CO<sub>2</sub>.

Additional lighting upgrades were initiated in December of 2017 at Edith McDermott Elementary School, Davie Jones Elementary School and Pitt Meadows Elementary School. These 3 lighting projects will result in 169,770 kWh of savings annually and an ongoing reduction in utility savings of \$15,280.

Heating, ventilation and cooling (HVAC) upgrades were completed at the District Education Office, Kanaka Creek Elementary School, Eric Langton Elementary School, Maple Ridge Secondary School and Pitt Meadows Secondary School. These HVAC projects have resulted in ongoing savings of 279,000 kWh and 1752 GJ, a value of \$42,630 each year.

The total greenhouse gas emission reduction associated with the above projects is 117 tonnes of CO<sub>2</sub> emissions. These projects combined will lead to ongoing savings of \$111,370.

## SPOTLIGHT: WESTVIEW SECONDARY

In addition to the above noted 2017 projects, the school district also completed Phase 3 and 4 of a major heating, ventilation and cooling mechanical upgrade at Westview Secondary School. This project included the purchase and installation of 26 high efficiency rooftop heat pumps with gas fired backup heating.

Phases 1 and 2 of the project were completed in 2016 with the installation of 46 high efficiency roof top heat pumps and new domestic hot water tanks. The estimated greenhouse gas emissions reduction associated with this project is 141 tonnes of CO<sub>2</sub> emissions. The reduction results from a decrease in natural gas consumption, however the heat pumps will use more electricity.





## ENVIRONMENTAL SUSTAINABILITY COMMITTEE

In October 2017, the school district held its first Environmental Sustainability Committee (ESC) meeting, comprised of leadership staff, managers and teachers. The purpose of the committee is to investigate, promote, advise, recommend, and assist in the implementation of measures that will improve the learning environment of students and working environment of staff through the integration of the principles of environmental sustainability into all school district functions and operations.

The workplan includes the coordination of efforts for district-wide environmental campaigns. The committee assisted in the implementation of the Holiday Shutdown, which took place over the 2017 winter break and encouraged teachers and students to turn off and unplug electrical appliances and devices at their schools. Over 100 teachers, staff and students participated and more than 600 appliances and electrical devices were unplugged for 2 weeks.

The Environmental Sustainability Committee's additional responsibilities include the coordination of energy, waste and water conservation activities across all sites, and the creation of an annual Environmental Sustainability report that will outline the current year's energy, waste and water conservation initiatives as well as acknowledge any Environmental Sustainability Champions.

In 2018, the ESC aims to coordinate and manage an annual event aimed at furthering awareness about the school district's environmental sustainability efforts.





## SCIENCE 9 SUSTAINABILITY UNIT INTEGRATION

In conjunction with the district teacher librarian and secondary science teachers, an interactive lesson on sustainability and virtual reference set were created to accompany BC's new Science 9 curriculum. The main objective of the lesson is to connect students to the real-life energy management measures implemented by the district.

A detailed overview of each school's lighting and HVAC upgrades is provided, as well as any additional school initiatives that are available to students, such as outdoor clubs and green teams. Students answer the questions: What is the energy consumption of our school? How can my school conserve energy? What are the climate change impacts of energy conservation? How can I get involved at my school?

Students are led through discussions on the interconnectedness of the biosphere, geosphere, hydrosphere and atmosphere and how matter and energy flows through each. Students discuss the First Peoples' perspectives of sustainability of systems on a global and local level.



## IN THE NEWS

*MARCH 23, 2017*

### KANAKA CREEK UPGRADES

Maple Ridge-Pitt Meadows News reported, “Kanaka Creek Elementary School will get \$705,000 in provincial funding to install heat pumps and direct digital control systems.” In the summer of 2017, the project was completed and 34 new rooftop heat pumps with natural gas backup were installed. This upgrade resulted in an estimated 89% reduction in greenhouse gas emissions as compared to pre-project heating conditions; an annual reduction of 52.3 tonnes of CO<sub>2</sub> emissions.



*JUNE 8, 2017*

### ENERGY CHALLENGE EMPOWERS STUDENTS

Alexander Robinson Elementary was honoured for earning the most points during the Maple Ridge – Pitt Meadows School District’s second annual Energy Challenge. A total of 11 elementary and secondary schools participated in the Energy Challenge, which took place from February 1-28, 2017. Collectively, the schools decreased electricity consumption by 17,900 kWh and natural gas consumption by 126 GJ.



*AUGUST 24, 2017*

### BC HYDRO TOP PERFORMING CUSTOMER

The Maple Ridge - Pitt Meadows School District received a \$3,000 award from BC Hydro for a firm commitment to raising awareness and improving energy efficiency within the district. The school district was recognized as a Top Performing Customer and the award was offered to create an advertising campaign to promote the district’s strategic energy management projects.



*AUGUST 31, 2017*

### BC HYDRO LEADERS IN ENERGY

The Vancouver Sun highlighted how K-12 schools can benefit from energy efficiency programs and Alexandra Tudose, Energy Manager for the Maple Ridge - Pitt Meadows School District, cited that the secret to success is related to strategic energy management by clarifying targets and processes. Tudose stated that consulting people early on in the planning processes allows them to pitch innovative ideas, voice their concerns and “buy in” to the general idea of energy management. She emphasized that this will create a long-term focus and place a high priority on communication throughout a large organization like the Maple Ridge - Pitt Meadows school district.







## NEW SCHOOL: SOUTH ALBION ELEMENTARY

The Maple Ridge - Pitt Meadows Board of Education and the City of Maple Ridge combined efforts to create plans for a new elementary school in the Albion area of Maple Ridge. The school district is scheduled to break ground on the new school in the spring of 2018. The school will house a Neighbourhood Learning Centre, an inviting space where everyone can access education, community services, recreation and culture. Additionally, a community centre has been incorporated into the design to host public gatherings, community and neighbourhood programs, such as sport and recreation activities, social events, arts and cultural programs and workshops. The design of the community centre will be based on the local interests and local needs identified through a public consultation process.

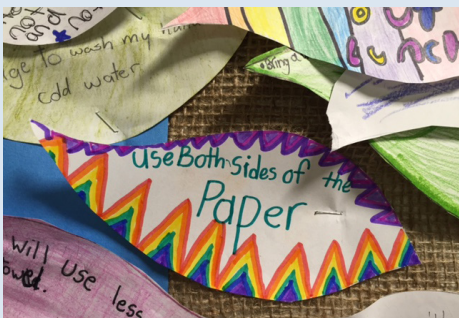
The new school in the Albion area of Maple Ridge is part of BC Hydro's New Construction Program, and the building and its systems have been designed to LEED Gold standards. Key features for sustainable energy use are LED lighting throughout, solar preheating of outside air, heat recovery, electrically powered air source heat pumps for heating and cooling integration, smart building controls and occupancy sensors.

One of the classroom pods has been designated as an Environmental Pod with an interactive controls system to demonstrate how building users can make choices for energy conservation. This additional educational feature will allow for student inquiry, data analysis and hands-on energy management.



## PLANS TO CONTINUE REDUCING GREENHOUSE GAS EMISSIONS IN 2018

- Replace and retrofit existing lighting in 14 school district facilities with energy efficient, extended life fixtures.
- Reduce the number of fixtures and expand the existing dark school approach where applicable.
- Heating, ventilation and air-conditioning (HVAC) upgrade opportunities in 16 school district facilities may include: direct digital control (DDC) upgrades, scheduling and security integration, occupancy sensor controls, heating plant optimization and supply air pressure (SAP) reset.
- Prepare school-based energy conservation workshops to ensure students have an active role in reducing our energy consumption.
- Improve communication of the energy conservation initiative to the broader organization to raise energy awareness.
- Continuously improve and review our operational policies in an effort to reduce utility consumption.
- Proactively deliver regular energy intensity reports to departmental personnel for use in raising general awareness and examining variances from established targets.





## **2017 CARBON NEUTRAL ACTION REPORT**

22225 BROWN AVENUE  
MAPLE RIDGE, BC  
V2X 8N6



**ITEM 11**

To: **Board of Education**

From: Superintendent  
Sylvia Russell

Re: **SUPERINTENDENT'S UPDATE**

Date: May 16, 2018  
(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: May 16, 2018  
(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
2017/18 Remuneration	19,632
CPI Vancouver 2017 2.20%	400
<b>2018/19 Remuneration</b>	<b>20,032</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>2018/19 Remuneration</b>
<i>Trustees'</i>	<b>\$ 20,032</b>
<i>Vice-Chairperson</i>	<b>\$ 21,532</b>
<i>Chairperson</i>	<b>\$ 23,032</b>

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 2018/19 for information.**





**ITEM 13**

To: **Board of Education**

From: Chairperson  
Mike Murray

Re: **BCSTA ANNUAL GENERAL MEETING**

Date: May 16, 2018  
(Public Board Meeting)

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**Information**

The 114<sup>th</sup> BC School Trustees Association took place in Richmond from April 26 – 29, 2018. A report of the proceedings can be found online at <http://bcsta.org/>

**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 11, 2018 Closed**

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

Meeting called to order at 1:41 p.m.  
Approved  
Received  
Approved as circulated  
Approved as circulated  
Received  
Received  
Received  
Received  
Meeting adjourned at 3:20 p.m.