



Wednesday, May 9, 2012
6:00 p.m.

**PUBLIC MEETING
OF THE BOARD OF EDUCATION**

District Education Office
22225 Brown Avenue
Boardroom

A G E N D A

*"A 'No' uttered from the deepest conviction is better than a 'Yes' merely uttered to please,
or worse, to avoid trouble" ~ Mahatma Gandhi*

A – OPENING PROCEDURES

1. Call to Order
2. Correspondence
 - a) Michele Babchuk, Chairperson – School District No. 72 (Campbell River)*
(March 29, 2012) Subject: Mediator Appointment
 - b) George Serra, President – Maple Ridge Teachers' Association*
(April 17, 2012) Subject: Bargaining Process
 - c) Kelly Swift, General Manager, Community Development,
Parks & Recreation Services*
(April 23, 2012) Subject: Bid to Host the BC Summer Games
3. Ordering of Agenda

B – CONFIRMATION OF MINUTES

1. April 25, 2012*

C – PRESENTATIONS

1. French Immersion – Joanne Rowen, Principal, Pitt Meadows Elementary School

D – DELEGATIONS

E – CHAIR REPORT

F – DEFERRED ITEMS

G – TRUSTEE MOTIONS

H – CHIEF EXECUTIVE OFFICER'S REPORT

1. Decision Items
 - a) Superintendent of Schools
 - b) Deputy Superintendent
 - i. 2012 – 2013 Kanaka Creek District Local School Calendar*
 - c) Secretary Treasurer
 - i. Board Policy Development Committee:
Rescind Budget Process Bylaw – Third and Final Reading*

- ii. Board Policy Development Committee:
Adoption of Board Policy 4203 – Operating Budget*
- iii. 2011 - 2012 Financial Statements – Third Quarter*
- iv. Temporary Borrowing Resolution*

2. Information Items

- a) Superintendent of Schools
- b) Deputy Superintendent
- c) Secretary Treasurer
 - i. Capital Project Bylaw 126395:
2012/13 Annual Facility Grant Expenditure Plans*

I – COMMITTEE BUSINESS

1. Committees of the Whole

- a) 2011 - 2012 Finance
- b) 2012 - 2013 Budget
- c) Advocacy
- d) Human Resources

2. Committee & Advisory Committee Reports

- a) Aboriginal Education
- b) Board Policy Development
- c) District Student Advisory
- d) Education
- e) French Immersion Advisory
- f) Inclusive Education
- g) Transportation

J – QUESTION PERIOD

- 1. Trustee Questions
- 2. Staff Questions
- 3. Employee Group Questions
- 4. DPAC Questions
- 5. Public Questions

K – TRUSTEE REPORTS

- 1. BC School Trustees' Association Provincial Council
- 2. District Parent Advisory Council
- 3. Joint Parks and Leisure Services
- 4. Municipal Advisory & Accessibility
- 5. Ridge Meadows Community Arts Council
- 6. Ridge Meadows Education Foundation
- 7. Social Planning Advisory
- 8. Tzu Chi Foundation
- 9. Youth Society
- 10. Other Board Liaison Representative Reports
 - a) Good News Items
 - b) Public Disclosure of Closed Meeting Business*

L – OTHER BUSINESS

M – ADJOURNMENT

Every student deserves safe and supportive learning environments free of bullying behaviours

**Attachment*



To: Board of Education

From: Chairperson
Mike Murray

Re: **CORRESPONDENCE**

Date: May 9, 2012
(Public Board Meeting)

Information

- i. Michele Babchuk, Chairperson – School District No. 72 (Campbell River)
(March 29, 2012) Subject: Mediator Appointment
- ii. George Serra, President – Maple Ridge Teachers' Association
(April 17, 2012) Subject: Bargaining Process
- iii. Kelly Swift, General Manager, Community Development,
Parks & Recreation Services
(April 23, 2012) Subject: Bid to Host the BC Summer Games

RECOMMENDATION:

THAT the Board receive all correspondence for information.

Attachments



School District 72

Campbell River, B.C.

425 Pinecrest Road, Campbell River, B.C. V9W 3P2 • Tel: 250.830.2300 • Fax: 250.287.2616 • www.sd72.bc.ca

March 29, 2012

Honourable George Abbott
Minister of Education
P.O. Box 9045 Stn Prov Govt
Victoria, B. C. V8W 9E2

Dear Minister Abbott.

At our March 13th Board meeting the SD72 Campbell River, Board of Education received a correspondence from Campbell River and Courtenay District Labour Council which asked for us to express to you our desire for a fair and equitable mediation process, to settle the labour dispute between the current Government and the British Columbia Teachers Federation.

After substantial discussion the SD72 Board of Education would like you to know that we support the appointment of a mediator and respect the collective bargaining process.

Sincerely,

Michele Babchuk
Chairperson
Board of Education
School District 72 (Campbell River)

- c: Board of Education, School District 72
Thomas Longridge, Superintendent of Schools
M. Peter Neale, Secretary-Treasurer
BCSTA for distribution to all Boards of Education
Steve Koebel, President, CRPVPA
Neil Thompson, President CRDTA
Christine Szaflik, President, CUPE Local723
Karen McLennan, Chair, DPAC
Claire Trevena, MLA

Maple Ridge Teachers' Association

TELEPHONE: (604) 467-2111
April 17, 2012

11771 Fraser Street, Maple Ridge, B.C. V2X 6C6

Board of School Trustees
School District #42 (Maple Ridge-Pitt Meadows)
22225 Brown Avenue
Maple Ridge, BC V2X 8N6

Dear Trustees,

We are writing to you today regarding the introduction and passage of Bill 22 (Education Improvement Act) by the Liberal government in Victoria.

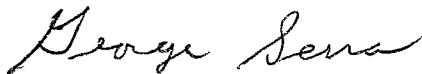
We know that trustees discussed matters related to Bill 22, namely your disagreement with the appointment of Dr. Charles Jago as mediator and that you wrote a letter to the Minister of Education conveying that very message.

However the Maple Ridge Teachers' Association, is disappointed that the SD#42 Board of Trustees, did not outright oppose Bill 22. We are disappointed because at its core, Bill 22 was a rash move by government to prevent teachers from reaching a fair Collective Agreement through the bargaining process. When heavy-handed legislation is used to try and put one party in its place, the result is not favourable for anyone.

We do not, or did not expect trustees to endorse teacher demands at the bargaining table, but we do expect trustees to honour and support a fair bargaining process. At the very least, the Board of Trustees could have written a letter to the Minister of Education calling for real mediation, outside of the confines of Bill 22, or for arbitration as an accepted way to end the dispute.

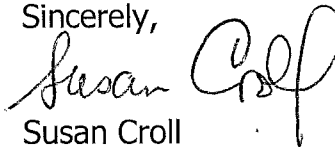
Instead, MRTA members are not feeling supported by their trustees and have asked us to bring that message to you. We also ask that you revisit this matter at a future board meeting and respond accordingly.

Sincerely,



George Serra
President
Maple Ridge Teachers' Association

Sincerely,



Susan Croll
First Vice-President
Maple Ridge Teachers' Association

GS/SC/em

c.c. - K. Thomson, BCTF



APR 27 2012

Mr. Wayne Jefferson
Secretary Treasurer
School District No. 42
22225 Brown Avenue
Maple Ridge, BC

Dear Wayne:

Re: Bid to Host the BC Summer Games 2016 or 2018

At the Maple Ridge-Pitt Meadows Parks & Leisure Services meeting of April 19, the attached report and recommendation was put forward:

That a recommendation be forwarded to Maple Ridge and Pitt Meadows Councils and School District No. 42 that staff prepare a bid to host the 2016 or 2018 BC Summer Games, noting that the bid submission is subject to endorsement by School District No. 42. This opportunity requires a one time municipal budget commitment of \$45,000 and a minimum of \$50,000 of in-kind support, namely in staff resources and use of Municipal Facilities required to host the Games, to be shared proportionately according to the agreement between the District of Maple Ridge and the City of Pitt Meadows.

At that meeting, the Commission also asked for information on the economic impact and the attached Appendix 6 was taken from the BC Summer Games 2016 and 2018 Bid Application Package for reference.

We would appreciate this item being added to the next available meeting agenda for the School Trustees to review. The same report and recommendation will be forwarded to the Maple Ridge Committee of the Whole meeting of April 30 and the Pitt Meadows Council in Committee Meeting of May 8, 2012.

If you require additional detail or background on this subject, contact me at 604-467-7337 or email kswift@mapleridge.ca.

Yours truly,

Kelly Swift
General Manager, Community Development
Parks & Recreation Services

:ik
Attachment

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☐ 11995 Haney Place
Maple Ridge, B.C.
V2X 6A9
Telephone: (604) 467-7346
Fax: (604) 467-7393



Maple Ridge and Pitt Meadows
Parks & Leisure Services Commission Report
REGULAR MEETING
April 19, 2012

SUBJECT: BID TO HOST THE BC SUMMER GAMES 2016 OR 2018

EXECUTIVE SUMMARY

Parks and Leisure Services is seeking Council support to submit a bid to host the 2016 or 2018 BC Summer Games. The BC Summer Games is a tremendous opportunity for Maple Ridge and Pitt Meadows and the development of amateur sport. The Games also offer the opportunity to engage people in volunteerism within their community.

RECOMMENDATION:

That a recommendation be forwarded to Maple Ridge and Pitt Meadows Councils that staff prepare a bid to host the 2016 or 2018 BC Summer Games, noting that the bid submission is subject to endorsement by School District No. 42. This opportunity requires a one time municipal budget commitment of \$45,000 and a minimum of \$50,000 of in-kind support namely in staff resources and use of Municipal Facilities required to host the Games, to be shared proportionately according to the agreement between the District of Maple Ridge and the City of Pitt Meadows.

DISCUSSION:

a) Background Context:

At the February Commission meeting, staff advised of a letter, sent to both Maple Ridge and Pitt Meadows Mayors, requesting that our communities consider hosting the 2016 or 2018 BC Summer Games. Commission directed staff to prepare a report and recommendation regarding this request.

The BC Games were initiated by the Government of BC in 1977. Since that time, the BC Games have played an important part in the development of amateur sport involving athletes, coaches, and officials, as well as communities in British Columbia. Maple Ridge and Pitt Meadows hosted the BC Summer Games in 1998 with great success.

The BC Summer Games supports participation of over 3,700 athletes in 30 different sporting events. The process of hosting the games is a unique opportunity for citizens of all backgrounds to come together, express a shared sense of achievement, and celebrate what is great about our communities.

Tourism Maple Ridge and Pitt Meadows has identified sports tourism as an integral element in their tourism development plan. Hosting a provincial event of this stature exposes participants to the local areas and draws attention to the community as a great place to live and invest.

Maple Ridge and Pitt Meadows has the capacity to host all of the Summer Game sports within our existing parks and facilities with the exception of the diving and sailing events. In preparing the bid staff would seek partnerships with our neighboring communities to host the diving events at Walnut Grove Recreation Centre in Langley, and the City of Port Moody to host a sailing event at Rocky Point Park.

b) Desired Outcome:

That Maple Ridge and Pitt Meadows host the 2016 or 2018 Summer Games. Legacy from the BC Games include facility upgrades, local and provincial sport, athlete, coach and official development, volunteer skill development, enhanced community cohesion and pride, and financial legacies realized through local fundraising efforts.

c) Strategic Alignment:

Hosting the BC Summer Games would demonstrate the values of Collaborative, Connected and Energized, in the 2010 Parks, Recreation and Cultural Plan.

d) Citizen/Customer Implications:

To stage a successful BC Summer Games, the Host Society Board of Directors will recruit, train, and direct the efforts of approximately 3,500 community volunteers. Facilities will be designated for the accreditation centre, dining, and ceremonies during the four day event. Indoor and outdoor venues will be used to accommodate a variety of different sports. Hosting the games will create a strong synergy between the sports community, local business and our residents that will last for generations.

e) Interdepartmental Implications:

The BC Summer Games will involve many Municipal departments working together to provide a successful experience for our communities. Economic Development, Community Development Parks and Recreation, RCMP and Fire as well as the Maple Ridge Pitt Meadows School District No. 42, local sport associations, and Chamber of Commerce will all play key roles in the success of this large scale event.

f) Business Plan/Financial Implications:

A local commitment of funding in the amount of \$45,000 and a minimum of \$50,000 additional in-kind services and facilities will be required to host the Games. The BC Games Society provides the Host Community \$600,000 to operate the Games, which includes the hiring of one full time Operations Manager (9 month duration).

At the conclusion of the BC Games, a financial legacy is left in each Host Community that is comprised of profits from souvenir sales, interest earned on grants from the BC Games Society, and a percentage of the savings from the Host Society operating budget. In the past four BC Summer Games this has been approximately \$175,000.

g) Alternatives:

Not to bid to host the 2016 or 2018 BC Summer Games and look for opportunities in the future.

CONCLUSION:

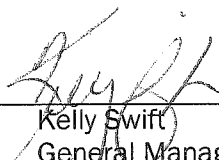
Our citizens have demonstrated a strong commitment to volunteerism and the BC Summer Games offer the perfect opportunity to engage people in volunteering. The benefits derived from hosting events have been enjoyed by both Maple Ridge and Pitt Meadows during the 1998 BC Summer Games, the 2009 Games for the Physically Disabled, and the 2010 Olympic Torch Relay where citizens of all backgrounds came together to celebrate and showcase their pride in our communities.



Prepared By: Russ Brummer
Coordinator Health and Wellness



Approved By: Wendy McCormick
Director Recreation



Approved By: Kelly Swift
General Manager, Community Development
Parks & Recreation Services

:rb

Appendix 6 Economic Impact Assessments

An Executive Summary of the Economic Impact Assessment from the Kelowna 2008 BC Summer Games and Kimberley-Cranbrook 2008 BC Winter Games is provided for your reference.

An Economic Impact Appraisal of the Kelowna 2008 BC Summer Games

The Kelowna 2008 BC Summer Games created a direct economic impact of nearly \$2.6 million. Nearly 75% of this impact was created by BC Games participants while BC Games organizers contributed 25%.

- Direct spending within these two categories:

Spending by participants	\$1,902,000
Spending by organizers	<u>\$ 682,100</u>
Total	\$2,584,100

- Direct spending by participants:

Athletes/Competitors/Coaches/Officials	\$ 537,000
Spectators	\$1,092,000
Volunteers	<u>\$ 273,000</u>
Total	\$1,902,000

- Direct spending in Kelowna by Games organizers:

Kelowna 2008 BC Summer Games Society	\$ 612,000
BC Games Society and other agencies	<u>\$ 70,100</u>
Total	\$ 682,100

Spending by participants occurred over the four days of the Games during the last weekend of July. Spending by the Games organizers occurred over a longer period of time – prior to, during, and after the Games.

The demand survey technique used to measure the economic impact of the Games provided a defensible analysis process. Based on the survey sample sizes, the results are considered accurate to within +/- 7% for the participant survey, +/- 7% for the spectator survey, and +/- 10% for volunteers.



To: Board of Education

From: Chairperson
Mike Murray

Re: **ORDERING OF AGENDA**

Date: May 9, 2012
(Public Board Meeting)

Decision

RECOMMENDATION:

THAT the Agenda be ordered as circulated.



To: Board of Education

From: Chairperson
Mike Murray

Re: **APPROVAL OF MINUTES**

Date: May 9, 2012
(Public Board Meeting)

Decision

RECOMMENDATION:

THAT the Minutes of the April 25, 2012 Public Board Meeting be approved as circulated.

Attachment



**PUBLIC MINUTES OF THE
BOARD OF EDUCATION MEETING
Wednesday, April 25, 2012 (6:00 PM)
DEO Board Room**

IN ATTENDANCE:

BOARD MEMBERS:

Board Chairperson – Mike Murray
Trustee – Susan Carr
Trustee – Ken Clarkson
Trustee – Kathy Marshall
Trustee – Sarah Nelson
Trustee – Dave Rempel

STAFF:

Superintendent – Jan Unwin
Secretary Treasurer – Wayne Jefferson
Deputy Superintendent – Laurie Meston
Mgr. of Communications/Community Relations – Irena Pochop
Executive Assistant – Tracy Orobko

ABSENT:

Vice-Chairperson – Eleanor Palis

A. OPENING PROCEDURES

Call to Order

The meeting was called to order at 6:00 p.m.

The Chair welcomed and thanked everyone for attending.

1. **Correspondence**

- Lyn Killick

Moved: Trustee Rempel

Seconded: Trustee Clarkson

THAT the Board receive all correspondence for information

CARRIED

2. **Ordering of Agenda**

Additions/Amendments:

Moved to Chair Report: Correspondence - Lyn Killick

Moved: Trustee Rempel

Seconded: Trustee Clarkson

THAT the Agenda be ordered as amended.

CARRIED

The Chair opened the floor to others wanting to speak to the Agenda.

B. CONFIRMATION OF MINUTES

1. **April 11, 2012 Public Board Meeting Minutes**

Moved: Trustee Rempel

Seconded: Trustee Carr

THAT the Minutes of the April 11, 2012 Public Board Meeting be approved as circulated.

CARRIED**C. PRESENTATIONS**

Maple Ridge Fire Academy/RCMP Youth Academy

Cindy Peck, Career Planning Assistant and Colton Koopmans, Student, Westview Secondary School

Ms. Peck introduced herself addressing her role with the Career Centre facilitating career exploration, work experience and post-secondary options while passing photographs taken from the recent Maple Ridge Fire and RCMP Academies.

Details of the RCMP Youth Academy which occurred at Stillwood Camp and Conference Centre – Chilliwack during Spring Break, is organized and results from the collaborative work of Fraser Valley RCMP Detachments and School Districts. The experience provides hands-on work experience to students interested in law enforcement challenging them personally both physically and mentally.

One obstacle faced this year was funding shortfalls which will result in increased costs to students next year.

Qualifications and details of the Maple Ridge Fire Academy were provided. Each year, five to ten students are selected from applications to participate from September to May. The Academy has been in existence approximately 10 years.

The Chair thanked the guests for attending the meeting and for staff's involvement with the academies.

Moved: Trustee Rempel

Seconded: Trustee Marshall

THAT the Board receive Cindy Peck's Maple Ridge Fire and RCMP Youth Academy presentation for information.

CARRIED

Environmental School Project

Clayton Maitland, Vice-Principal, Coordinator and Administrator, Environmental School Project

Place-Based, Imaginative and Ecological Education

Mr. Maitland thanked the Board for proceeding with approval for the formation of the Environmental School and handed out the 2012 Simon Fraser University ("SFU") Interim Report. The report will also be available on the School District website. Acknowledgements and thanks were made to Katzie and Kwantlen First Nations, community partners, educators, local media, seniors, and SFU and international educators, for their continued support.

Parents and students in attendance at the meeting, offered first-hand experiences and testimonials of the overall benefit of the Environmental School learning philosophy.

As the program expands, so does the awareness locally and internationally resulting in global inquiries.

Benefits of the program include building confidence, resiliency, critical thinking, sustainability, governance, watershed, patterns, communication, empathy, balance and story-telling.

The Chair thanked everyone for attending and offering their support and comments.

Moved: Trustee Rempel

Seconded: Trustee Marshall

THAT the Board receive Clayton Maitland's Environmental School presentation for information.

CARRIED

D. DELEGATIONS**E. CHAIR REPORT**

The Chair addressed correspondence from Ms. Killick acknowledging a response will be provided indicating no loss of instructional time in next year's proposed calendar.

F. DEFERRED ITEMS**G. TRUSTEE MOTIONS****H. CHIEF EXECUTIVE OFFICER'S REPORT****1. Decision Items****a) Superintendent of Schools**2012-2013 District Local School Calendar

The Superintendent acknowledged the large volumes of feedback received highlighting the consultative process trying to meet many needs and provided background on the abolishment of S. 78.1 of the *School Act* confirming the School District has met the legislative requirement of the *Act*. Minutes of instruction have not been lost.

Moved: Trustee Carr

Seconded: Trustee Rempel

THAT the Board approve:

- The attached Local District Calendar for 2012/2013 - Appendix A (1)

CARRIED**b) Deputy Superintendent****c) Secretary Treasurer**Capital Project Bylaw No. 126395 Annual Facility Grant 2012-2013

The Secretary Treasurer provided background regarding Annual Facility Grants for 2012-2013. Following Board approval to access funds, the School District will commence the planning process.

Moved: Trustee Rempel

Seconded: Trustee Carr

THAT the Board pass Capital Project Bylaw No. 126395 – Annual Facility Grant 2012-2013 at this meeting with three (3) readings, unanimously.

CARRIED

Moved: Trustee Rempel

Seconded: Trustee Marshall

THAT the Board pass Capital Project Bylaw No. 126395 – Annual Facility Grant 2012-2013 as read a first time.

CARRIED

Moved: Trustee Rempel

Seconded: Trustee Carr

THAT the Board pass Capital Project Bylaw No. 126395 – Annual Facility Grant 2012-2013 as read a second time.

CARRIED

Moved: Trustee Marshall

Seconded: Trustee Nelson

THAT the Board pass Capital Project Bylaw No. 126395 – Annual Facility Grant 2012-2013 as read a third time and finally adopted.

CARRIED

2. Information Items

a) Superintendent of Schools

I. COMMITTEE BUSINESS

Inclusive Education. Trustee Clarkson spoke to the handout provided.

J. QUESTION PERIOD

K. TRUSTEE REPORTS

Tzu Chi Foundation. Trustee Rempel reminded the Board of the upcoming Celebration on May 16th at South Lillooet Centre in addition to the Mother's Day event in Coquitlam.

Joint Parks and Leisure Services. Trustee Rempel referred to the report provided by Trustee Palis.

District Student Advisory Council. Trustee Nelson attended the recent DSAC meeting which rendered positive artistic renderings of Superintendent Unwin.

Good News Items

It was agreed for the Board to send a congratulatory note to the newly elected Katzie First Nation Chief and Council.

L. OTHER BUSINESS

M. ADJOURNMENT

Moved: Trustee Rempel

Seconded: Trustee Carr

THAT the meeting of the Board be adjourned at 7:36 p.m.

CARRIED

Mike Murray, Chairperson

Wayne Jefferson, Secretary Treasurer



To: Board of Education

From: Chairperson
Mike Murray

Re: **PRESENTATION**

Date: May 9, 2012
(Public Board Meeting)

Information

1. French Immersion
 - Joanne Rowen, Principal, Pitt Meadow Elementary School

RECOMMENDATION:

THAT the Board receive the presentation for information.



To: Board of Education

From: Laurie Meston
Deputy Superintendent

Re: **2012 – 2013 KANAKA CREEK**
DISTRICT LOCAL SCHOOL CALENDAR

Date: May 9, 2012
(Public Board Meeting)

Decision

BACKGROUND/RATIONALE:

At the April 25, 2012 Public Board Meeting, the Board of Education agreed to adopt the proposed District-wide Local School Calendar for the 2012/13 school year. Since Kanaka Creek Elementary operates on a year round calendar, their proposed Local School Calendar does not totally align with the District Local School Calendar. Therefore, their calendar must be approved separately.

Legislative Requirements:

The *School Act* (Section 77) requires a Board, on or before May 31 of each school year, to adopt a school calendar for every school in its district for the following school year. The calendar must be made available to every parent of a student in each school. In accordance with the School Calendar Regulations, the board must adopt either a ***standard school calendar*** or a ***local school calendar***.

The *School Act* (Section 78(3.1)) states that in the event a Board wishes to adopt a school calendar that differs from the standard school calendar, it must, in accordance with the regulations, consult with parents of the students enrolled in the schools affected by the proposed school calendar. Similarly, consultation must occur with representatives of the employees assigned to the affected schools prior to the adoption of the local calendar.

Year Round Calendar:

The proposed Kanaka Creek Local School calendar includes the following dates that are similar to the District calendar:

School Based Growth Planning Day – Monday, September 24, 2012 (same)

Non-Instructional Days – Friday October 19, 2012 (same)

Monday December 3, 2012 (same)

Friday February 15, 2013 (same)

Tuesday May 21, 2013 (same)

Altered Calendar Days – Friday November 9, 2012 (same)

Friday January 25, 2013 (same)

Due to the Kanaka Creek year round calendar and the three distinct break times the following days are proposed to be altered from the District calendar:

Non Instructional Day – from Friday, April 26 (district calendar) to Monday January 7, 2013 (1/2 day) and Monday April 29, 2013 (1/2 day)

Altered Calendar Days – from Monday, March 25 - Thursday, March 28, 2013 (district calendar), to Tuesday, July 30 - Friday, August 2, 2013.

In addition to the different Non instructional Days and altered calendar days listed above the Winter, Spring and Summer Breaks are as follows:

Winter Break – Monday, December 10, 2012 to Friday, January 4, 2013

Spring Break – Tuesday, April 2, 2013 to Friday, April 26, 2013

Summer Break – Tuesday, August 6, 2013 to Monday, September 2, 2013

The number of instructional minutes will be the same as the District Local School calendar – 295 instructional minutes per day (as per *School Act* Requirements). The daily schedule will also align and will be 8:30 am to 2:20 pm.

Consultation with Families and Staff:

- In early March every staff member (MRTA and CUPE) was given a copy of the proposed 2012-2013 calendar with a request for feedback. No feedback was received.
- Direct consultation with staff reps was completed in March and approved.
- The proposed calendar was placed in school newsletter (hardcopies and electronic copies sent out) with a request for feedback. No feedback was received.
- The proposed calendar was also discussed at the March 7, 2012 PAC meeting and approved.

RECOMMENDATION:

THAT the Board approves:

- The attached Proposed 2012 – 2013 Kanaka Creek Local School Calendar

Attachment:

Proposed 2012 – 2013 Kanaka Creek Local School Calendar

2012 – 2013

KANAKA LOCAL SCHOOL CALENDAR



School Opening Day for Students	Tuesday, September 4, 2012
<i>Non Instructional Day (School Based Growth Planning Day)</i>	<i>Monday, September 24, 2012</i>
Thanksgiving Day	Monday, October 08, 2012
<i>Non Instructional Day (Province wide)</i>	<i>Friday, October 19, 2012</i>
Altered Calendar Day	Friday, November 9, 2012
Remembrance Day	Monday, November 12, 2012
<i>Non Instructional Day (School Based)</i>	<i>Monday, December 3, 2012</i>
Schools Close for Winter Break	Friday, December 7, 2012
Winter Break	Monday, Dec. 10 to Friday, Jan. 4, 2013
Schools reopen after Winter Break	Monday, January 7, 2013
<i>Non Instructional Day (School Based 1/2 day)</i>	<i>Monday, January 7, 2013</i>
Altered Calendar Day	Friday, January 25, 2013
<i>Non Instructional Day (District wide)</i>	<i>Friday, February 15, 2013</i>
Family Day	Monday, February 18, 2013
Schools Close for Spring Break	Thursday, March 28, 2013
Good Friday	Friday, March 29, 2013
Easter Monday	Monday, April 1, 2013
Spring Break	Tuesday, April 2 to Friday, April 26, 2013
Schools reopen after Spring Break	Monday, April 29, 2013
<i>Non-Instructional Day (School Based 1/2 day)</i>	<i>Monday, April 29, 2013</i>
Victoria Day	Monday, May 20, 2013
<i>Non Instructional Day (School Based)</i>	<i>Tuesday, May 21, 2013</i>
<i>Canada Day</i>	<i>Monday, July 1, 2013</i>
Last Day for Students	Friday, July 26, 2013
Year-end Administrative Day	Monday, July 29, 2013
Schools Close	Monday, July 29, 2013
Altered Calendar Days	Tuesday, July 30 to Friday, August 2, 2013
B.C. Day (Provincial Holiday)	Monday, August 5, 2013
Summer Break	Tuesday, August 6 to Monday, September 2, 2013

Days in Session: 186

Days of Instruction for students: 180

Elementary (K-7) daily schedule:

- 8:30 a.m. to 2:20 p.m. 295 instructional minutes per day (as per School Act requirements).



To: Board of Education

From: Secretary Treasurer
Wayne Jefferson

Re: **BOARD POLICY DEV. COMMITTEE:
RESCIND BUDGET PROCESS BYLAW
THIRD AND FINAL READING**

Date: May 9, 2012
(Public Board Meeting)

Decision

BACKGROUND/RATIONALE:

On April 25, 2012, the Board Policy Development Committee ("BPDC") met to review their work on a large number of new and/or revised policies.

Part of the ongoing work of BPDC has been around the rescinding of the November 10, 2008 Annual Budget Bylaw and the following action has proceeded over the past number of months to achieve this objective.

At the February 29, 2012 Public Board meeting, the Board adopted the motion to rescind the Bylaw by passing first reading.

At the April 11, 2012 Public Board meeting, the Board adopted second reading, and at today's meeting, it is recommended the Board move a motion for the third and final reading.

The reasons for such action remain valid, and was accepted and agreed to by the Board.

RECOMMENDATION:

THAT the Board rescind Annual Budget Bylaw November 10, 2008, and replace with a Board policy as per the Procedure Bylaw on Non-Financial Bylaws under Part E – section 3.01(d).

It is further recommended that the attached Budget Process Bylaw November 10, 2008, be rescinded as read a third and final time.

Attachments

BUDGET PROCESS BYLAW – NOVEMBER 2008

A BYLAW by the Board of Education of School District No. 42 (Maple Ridge - Pitt Meadows) (hereinafter called the "Board") is to rescind the attached Budget Process Bylaw – November 2008.

Read a third and final time the 9th day of May, 2012.

BUDGET PROCESS BYLAW

GENERAL

- 1.0 The Board of Education of School District No. 42 (Maple Ridge - Pitt Meadows) believes that an inclusive cost centre based budget aligned with Board Goals and Ministry guidelines is an imperative. To this end the Board recognizes its responsibility to pass a balanced budget while holding student success and achievement paramount.
- 2.0 The Board will approve two budgets annually a Preliminary Budget which must be passed by June 30 of each year and a final budget. The Preliminary Budget is based on Ministry projections and funding allocations provided in the spring of each year. A final budget which is typically passed in February, based on actual enrolment numbers and final funding based on the Autumn Recalculation.
- 3.0 The Board further believes that performance reporting should connect financial and non-financial information. Of particular relevance is point five of the BC Reporting Principles, which speaks to linking resources, strategies and results, to stress the importance of showing the way in which resources influence results and how efficiently those results are achieved.

The BC Reporting Principles are to be incorporated in annual and financial reports.

1. Explain the public purpose served.
2. Link goals and results.
3. Focus on the few, critical aspects of performance.
4. Relate results to risk and capacity.
5. Link resources, strategies and results.
6. Provide comparative information.
7. Present credible information, fairly interpreted.
8. Disclose the basis for key reporting judgements.

TIME LINES

- 1.0 Preparation of the Preliminary Budget will generally align to the time line attached as Appendix "T". Dates will be amended to conform to Board Meeting days, Ministry guidelines, statutory holidays and weekends.

PROCESS

- 1.0 Two Trustees will be appointed by the Board - the Chair of the finance committee and one other - to attend all budget deliberations of the District Executive Committee and keep the Board informed on proceedings.
- 2.0 Stakeholder Groups and the public will have the opportunity to provide input into the Budget Process prior to the completion of a Draft Preliminary Budget and prior approval by the Board of the Preliminary and Final Budgets.
- 3.0 Budget Managers will be responsible for preparing Preliminary Budgets reflecting their needs for delivering the outcomes of their budgets.
- 4.0 Each Budget Manager is responsible for ensuring that the budget approved for the Cost Centre they are responsible for is not overspent and that anticipate outcomes are achieved.
- 5.0 Budget Managers are responsible for developing and presenting a Preliminary Budget that aligns with Board Goals and highlights.
- 6.0 Budget Managers will present and defend budget proposals at the District Executive Committee. Budget submissions will be prepared utilizing the forms attached as Appendix "II".
- 7.0 The District Executive Committee will, on a yearly basis, review and where appropriate modify the Districts funding algorithms for funding of schools.
- 8.0 The District Executive Committee will prioritize and recommend for the Boards approval both a Preliminary Budget and Final Budget detailing all funding requested and additions or deletions made to Cost Centre Budgets at each budget meeting of the District Executive Committee. Final versions of the Preliminary and Final Budgets will include: Cost Centre Budget Summaries, detailed representations of budget additions, and deletions by date as decided by the District Executive Committee and a copy of the budget in the Ministry format.
- 9.0 The final approved budget as detailed in 8.0 will be made available to the public and posted on the District Website.
- 10.0 Once a year an outcomes based report of achievements and funding will be prepared for the Board in a format similar to that of Appendix "III".



To: Board of Education

From: Secretary Treasurer
Wayne Jefferson

Re: **BOARD POLICY DEV. COMMITTEE
ADOPTION OF BOARD POLICY
4203 – OPERATING BUDGET**

Date: May 9, 2012
(Public Board Meeting)

Decision

BACKGROUND/RATIONALE:

On April 25, 2012, the Board Policy Development Committee ("BPDC") met to review their work on a large number of new or revised policies.

The work of BPDC focused on the new Board Policy 4203 – Operating Budget which was introduced to the Public at the February 29, 2012, Public Board meeting following the circulation to the Board's Senior Team and Educational Partners.

No revisions to the draft Board Policy were made to the previously circulated copy presented at the February 29, 2012 Public Board meeting.

BPDC did not receive any further feedback from the Public following the presentation at the February 29, 2012 Public Board meeting.

RECOMMENDATION:

THAT the Board adopt a new Policy 4203 – Operating Budget.

Attachment

SD 42 POLICY: 4203

OPERATING BUDGET

PHILOSOPHY

The Board's annual operating budget is a financial plan reflecting the implementation and maintenance of the District's Educational and Operational Plan. The budget should reflect the objectives established by the Board for the school/fiscal year to which the budget applies. The objectives, in the budget should be consistent with the Board's mission and goals statements.

1. Budget Development

- (i) The Board is required by the *School Act* to develop an annual operating budget and submit it to the Ministry of Education in a prescribed form by prescribed dates.
- (ii) The Budget Committee of the Whole "Budget Committee" should recommend a budget to the Board in a timely manner, ideally providing opportunities at two regularly scheduled Board meetings for the Board to deal with the recommendations.
- (iii) The budget document presented to the Board will contain estimates of revenue and expenditures, in a format that is consistent with that required by the Ministry.
- (iv) When the Budget Committee is in the process of developing or reviewing the budget, a detailed report by objects of revenue and expenditure will be prepared by the Financial Services Department, to be used as a working document. The Financial Services Department will prepare the Budget with the capabilities of providing information in three levels of data (District, Senior Team and Budget Coordinator).
- (v) The Budget Committee each year prior to the commencement of their meetings bring to the Board for approval; a plan of proposed meeting dates with expected meeting agenda topics for discussion and recommendation. The timelines outlined will also include the possible meeting invitees, their involvement and the process.
- (vi) Senior Team will, on an annual basis, review all and where appropriate, modify District used funding formulas for inclusion in the development of the preliminary or amended budget documents. Any items of a materiality nature of significance will be reported out to the Budget Committee.
- (vii) The annual operating budget will generally be developed by the Budget Committee which is assisted by senior School District administrative personnel. The meeting(s) will be chaired by the Board Chairperson and conducted as a Closed Meeting of the Board to deal with personnel matters. An invitation is generally extended to employee and constituent groups as well as the general public to provide input to the Budget Committee during its deliberations at appropriate times.

- (viii) The budget approved by the Board, will be supported by specific staff complement approvals and based on the terms of continuing or time duration appointments. At the time of budget approval, the Board will determine whether the decisions taken by the Budget Committee in preparing the budget are to be implemented or presented separately for Board approval.
- (ix) Whether a preliminary or amended budget, once approved by the Board, for purposes of managing the School District, they shall have the same effect and will be posted on the District's website.

2. Nature of the Budget

- (i) The budget is a "living" document that identifies the financial resources appropriated by the Board to provide the human and material resources necessary to meet the School District's educational and operational objectives. To this end the Board, through policy, intends to provide appropriate flexibility in budget management to enable Senior Team to maximize the use of fiscal resources while exercising effective budget control.

3. Responsibilities for Managing Budget

- (i) Responsibility for the overall management of the educational and operational programs that are supported by the annual budgets is that of the Superintendent and Secretary Treasurer. The Secretary Treasurer is specifically responsible for the financial management of the budget, and all financial reports.
- (ii) Each budget account shall be assigned to an Account Coordinator who will generally be a member of senior or middle management, (including Principals). The Account Coordinator for expenditure accounts will be responsible for ensuring that the funds are used for the purpose intended, and for monitoring expenditures to ensure they do not exceed funds allocated, without proper authority not to exceed total budget limits with the organizational unit. Account Coordinators for revenue accounts will monitor activity to ensure that revenue objectives are achieved.

4. Budget Management

- (i) Budget management and reporting will be conducted at a macro (summarative) and micro (detailed) level. Typically the Board and senior executives would receive reports and oversee the budget at a macro level, reviewing information presented by major objects of expenditure. Account Coordinators are expected to manage the budget at the micro level, reviewing information presented by function, program and objects of expenditure.

- (ii) Financial data to assist in the management of budgets will be provided by Financial Services, which is responsible for the proper coding of all revenues and expenditures, in accordance with the Chart of Accounts. Activity Based Budget and Accounting will be incorporated into the Budget development and reporting out systems.
- (iii) The implementation or maintenance of programs shall be carried out in accordance with the policies, decisions and directions of the Board, generally within the amount budgeted for them.
- (iv) It is recognized that the fiscal resources allocated may be greater or less than the cost of providing the service. All those involved in managing the budget are expected to at all times be governed by prudence, remembering that the object is to meet the District's educational and operational objectives. Any funds remaining after the objectives have been met will become reserved for general budget management purposes. Where funds are obviously insufficient, budget transfers or excess expenditures may be approved, in accordance with the provisions of this policy.
- (v) When contractual arrangements or targeted grants specify the appropriate use of carry forward funds, the year end balances remaining will be accounted for as per agreed language.
- (vi) It is understood as per Procedure 4203.1 an approved amount for budget management covering year end surpluses and deficits of a non-contractual or targeted nature will be approved for budget carry forwards.

5. Budget Transfers

- (i) The Secretary Treasurer or designate may authorize budget transfers within object codes and Ministry Function/Program, to facilitate meeting contractual obligations, statutory requirements, approved staffing complement, or approved educational/operational objectives.
- (ii) Budget transfers that would cause an over-expenditure in the account from which funds are transferred are not approved under any circumstances.
- (iii) Budget transfers made between one budget area to another budget area (transfers between Ministry function and/or major object code) will require prior approval from the Superintendent and Secretary Treasurer as this will affect the Board approved budget. Such transfers greater than \$10,000 will require the Board's approval.
- (iv) Where Activity Based Budget arrangements have been established for an organizational unit, total spending for the organizational unit is to be governed by their total budget. This provides Account Coordinators flexibility to allocate expenditures among objects of expenditure authorized in relation to the Parent account.

6. Requests for Change in Staff Complement

- (i) A position control document will be used to reflect the Board's approved staff complement, and to control the salaries and benefit costs.
- (ii) Should the staff complement need to be increased, reduced or altered by crossing Ministry defined function and/or employee group object code, prior Board approval will be required.
- (iii) Any request submitted by Senior Team to the Board that would result in additional cost, shall identify a funding source.

7. Excess Expenditures

- (i) It is recognized that some costs are "on demand" and therefore difficult to control. Examples include, teacher on call costs, payroll taxes, contractual benefit premiums, statutory and contractual obligations, utilities, debt services and uninsured losses. Senior Team is authorized to incur such unforeseen expenditures when transfers can be made in accordance with Section 5 above to accommodate the expense. The transfer must be made within the total budget envelope.
- (ii) When Senior Team has projected that the approved budget will be insufficient to accommodate the expense, and transfers in sufficient sums to provide for the expenditures cannot be made, the Board shall be notified and provided with options.
- (iii) Under the approval of the Secretary Treasurer, expenditure estimates may be exceeded where directly related revenue sources fully provide for the increased expenditure.

8. Reporting

- (i) Unless otherwise instructed by the Board, quarterly financial information shall be presented to the Board providing a "macro" (summarative) status of the budget.
- (ii) The quarterly reporting will include the production of Budget Centre reports of actual and committed expenditures against the approved budgets
- (iii) The presentation will also include the quarterly detailed analysis of budget variances and identification of same with an explanation of any in excess of 10% of the budget amount.

APPROVED:



To: Board of Education

From: Secretary Treasurer
Wayne Jefferson

Re: **FINANCIAL STATEMENTS**
2011 – 2012 THIRD QUARTER

Date: May 9, 2012
(Public Board Meeting)

Decision

RECOMMENDATION:

THAT the Board approve the 2011 – 2012 Third Quarter Financial Statements.

Attachment

EXPENSE REPORT AS AT MARCH 31, 2012

CURRENT MONTH				YEAR-TO-DATE				ANNUAL		
A	B	C(=B-A)	D(=C/B)	E	F	G(=F-E)	H(=G/F)	I	J(=I-E)	K(=J/I)
ACTUAL	BUDGET	VARIANCE \$	VARIANCE %	ACTUAL	BUDGET	VARIANCE \$	VARIANCE %	AMENDED BUDGET	AVAILABLE	% REMAIN
FUNCTION 1: INSTRUCTION										
		(483)	-0.1%							
469,177	469,694			4,181,880	4,191,483	9,603	0.2%	5,576,353	1,394,473	25.0%
5,006,850	5,931,645	924,795	15.6%	40,984,795	42,152,591	1,167,796	2.8%	59,947,531	18,962,736	31.6%
1,083,658		55,851	4.9%	9,209,029	9,336,549	127,520	1.4%	13,333,826	4,124,797	30.9%
250,767	309,789	59,022	19.1%	2,465,301	2,530,116	64,815	2.6%	3,691,435	1,226,134	33.2%
1,781,739	1,886,424	104,685	5.5%	13,145,187	13,716,061	570,874	4.2%	19,451,506	6,306,319	32.4%
673,824	771,957	98,133	12.7%	6,084,123	7,100,348	1,016,225	14.3%	9,378,929	3,294,806	35.1%
\$ 9,266,015	\$ 10,508,018	\$ 1,242,003	11.8%	\$ 76,070,315	\$ 79,027,148	\$ 2,956,833	3.7%	\$ 111,379,580	\$ 35,309,265	31.7%
FUNCTION 4: ADMINISTRATION										
		(1,677)	-20.3%			(6,023)	-8.2%			
9,948	8,271			79,709	73,686			98,122	18,413	18.8%
189,081	195,692	6,611	3.4%	1,766,044	1,759,491	(6,553)	-0.4%	2,337,667	571,623	24.5%
5,359	4,157	(1,202)	-28.9%	27,205	32,684	5,479	16.8%	45,152	17,947	39.7%
57,733	54,353	(3,380)	-6.2%	498,822	490,811	(8,011)	-1.6%	653,881	155,059	23.7%
180,907	125,427	(55,480)	-44.2%	742,884	1,128,838	385,954	34.2%	1,505,151	762,267	50.6%
\$ 443,028	\$ 387,900	\$ (55,128)	-14.2%	\$ 3,114,664	\$ 3,485,510	\$ 370,846	10.6%	\$ 4,639,973	\$ 1,525,309	32.9%
FUNCTION 5: MAINTENANCE										
		13,349	2.7%			108,528	2.4%			
486,374	499,723			4,445,032	4,553,560			6,220,122	1,775,090	28.5%
9,513	16,530	7,017	42.5%	116,853	142,352	25,499	17.9%	191,945	75,092	39.1%
149,005	135,660	(13,345)	-9.8%	1,139,103	1,253,294	114,191	9.1%	1,712,784	573,681	33.5%
541,901	474,130	(67,771)	-14.3%	3,021,573	3,641,946	620,373	17.0%	4,885,796	1,864,223	38.2%
\$ 1,186,794	\$ 1,126,043	\$ (60,751)	-5.4%	\$ 8,722,561	\$ 9,591,152	\$ 868,591	9.1%	\$ 13,010,647	\$ 4,288,086	33.0%
FUNCTION 7: TRANSPORTATION										
		(0)	0.0%			(960)	-4.1%			
2,641	2,641			24,489	23,529	(960)		31,332	6,843	21.8%
500	600	100	16.7%	4,933	5,404	471	8.7%	7,206	2,273	31.5%
91,979	120,789	28,810	23.9%	812,583	848,402	33,819	4.0%	1,208,772	396,189	32.8%
\$ 95,120	\$ 124,030	\$ 28,910	23.3%	\$ 842,005	\$ 875,335	\$ 33,330	3.8%	\$ 1,247,310	\$ 405,305	32.5%
GRAND TOTAL BY FUNCTIONS										
\$ 10,990,957	\$ 12,145,991	\$ 1,155,034	9.5%	\$ 88,749,545	\$ 92,979,145	\$ 4,229,600	4.5%	\$ 130,277,510	\$ 41,527,965	31.9%
LOCAL CAPITAL										
\$ 90,001	\$ 39,775	\$ (50,226)	-126.3%	\$ 431,945	\$ 357,991	\$ (73,954)	-20.7%	\$ 477,325	\$ 45,380	9.5%
11,080,957	12,185,766	1,104,809		89,181,490	93,337,136	4,155,646		130,754,835	41,573,345	
11,080,957	12,185,766	1,104,809		89,181,490	93,337,136	3,288,236		130,754,835	41,573,345	

130,869,503 Budget Bylaw
135,455 Carry/Fwd Prior Year Local Capital
(250,123) Capital Asset Purchase Interfund
130,754,835

SPECIAL PURPOSE FUNDS AS AT MARCH 31, 2012

	Annual Facility Grant	YES Foundation	Special Ed Equip	Meal Program	Community Link	Ready, Set, Learn
Balance at the Beginning of the Year	\$ 1,536,377	\$ 202,957	\$ 65,692	\$ -	\$ 10,061	\$ 144,587
Revenue						
Grant - MOE	818,611		33,703	1,050	381,003	34,300
Grant - Other Prov						
Grant - Federal						
Other School Districts						
Investment Income						
Misc						
Donations		202,662				
Total Revenue	818,611	202,662	33,703	1,050	381,003	34,300
Expenditure						
Teacher Salaries						
TOC Salaries					724	26,446
Educ. Assist. Salaries						2,405
Clerical Salaries					326,240	859
Other Staff Salaries	206,367					6,779
Employee Benefits	40,933					8,713
Services/Supplies	424,422	162,512	26,076	990	45,926	
Scholarships/Bursaries						
Capital Assets	1,674,188	61,519				
Work in Progress						
Total Expenses	2,345,910	224,031	26,076	990	372,890	45,202
Transfers						
From (To) Operating Fund						
From (To) R.M.E.F.						
Balance	\$ 9,078	\$ 181,588	\$ 73,319	\$ 60	\$ 18,174	\$ 133,685

SPECIAL PURPOSE FUNDS AS AT MARCH 31, 2012

	School-Based Funds	Literacy Innovation	12 Month Pay Program	French Programs	Strong Start Centre	Building Envelope Design	TOTAL
Balance at the Beginning of the Year	\$ 2,126,835	\$ 68,129	\$ 1,507,064	\$ 160,377	\$ 47,779	\$ 31,782	\$ 5,901,640
Revenue							
Grant - MOE				166,935	179,200		1,614,802
Grant - Other Prov							-
Grant - Federal							-
Other School Districts							-
Investment Income			1,148,934				3,994,560
Misc	2,845,626						202,662
Donations							5,812,024
Total Revenue	2,845,626	-	1,148,934	166,935	179,200	-	
Expenditure							
Teacher Salaries				25,324			52,494
TOC Salaries	19,138	11,913		9,236			42,692
Educ. Assist. Salaries	16,953				112,084		456,136
Clerical Salaries					12,991		12,991
Other Staff Salaries	16,708						223,075
Employee Benefits	6,077	2,340		7,679	35,910		99,718
Services/Supplies	2,925,946	13,320		117,694	15,215		3,740,814
Scholarships/Bursaries						2,246	-
Capital Assets			1,507,180				1,737,953
Teachers Savings			1,507,180				1,507,180
Total Expenses	2,984,822	27,573		159,933	176,200	2,246	7,873,053
Transfers							
From (To) Operating Fund							-
From (To) R.M.E.F.							-
Balance	\$ 1,987,639	\$ 40,556	\$ 1,148,818	\$ 167,379	\$ 50,779	\$ 29,536	\$ 3,840,611



To: Board of Education

From: Secretary Treasurer
Wayne Jefferson

Re: **TEMPORARY BORROWING
RESOLUTION**

Date: May 9, 2012
(Public Board Meeting)

Decision

BACKGROUND/RATIONALE:

Since the inception of this granted authority under the *School Act*, the Board has not accessed any funds for the approved purposes outlined in the attached Board resolution.

This request for temporary borrowing authority is only contemplated under an emergency situation only.

RECOMMENDATION:

THAT the Board approve the following borrowing resolution:

WHEREAS Section 139 of the *School Act* and Regulation 10, provides that a Board may by resolution, with the approval of the Minister, borrow from time to time for a period not exceeding six months for purposes other than capital expenditures, by way of a temporary loan, such sums as the Board may deem necessary to meet current operating and debt services expenditures:

THEREFORE, BE IT RESOLVED, that in accordance with the provisions of Section 139 of the *School Act* and Regulation 10, the Board of Education of School District No. 42 (Maple Ridge-Pitt Meadows) authorize the Secretary Treasurer to request the approval of the Minister of Education for the borrowing of an amount not to exceed \$6,500,000. These funds would be in the form of a \$2,500,000 line of credit and additional funds of \$4,000,000 if required to meet current operating and debt services expenditures, but all money so borrowed shall be repaid not later than the 9th of November, 2012.

Attachment

BOARD RESOLUTION RE TEMPORARY BORROWING - OPERATING
THE BOARD OF EDUCATION OF SCHOOL DISTRICT NO. 42
(MAPLE RIDGE-PITT MEADOWS)

WHEREAS Section 139 of the *School Act* and Regulation 10, provides that a Board may by resolution, with the approval of the Minister, borrow from time to time for a period not exceeding six months for purposes other than capital expenditures, by way of a temporary loan, such sums as the Board may deem necessary to meet current operating and debt services expenditures:

THEREFORE, BE IT RESOLVED, that in accordance with the provisions of Section 139 of the *School Act* and Regulation 10, the Board of Education of School District No. 42 (Maple Ridge-Pitt Meadows) authorize the Secretary Treasurer to request the approval of the Minister of Education for the borrowing of an amount not to exceed \$6,500,000. These funds would be in the form of a \$2,500,000 line of credit and additional funds of \$4,000,000 if required to meet current operating and debt services expenditures, but all money so borrowed shall be repaid not later than the 9th of November, 2012.

Approved by the Board of Education at a meeting held May 9, 2012.

Wayne Jefferson
Secretary Treasurer

Date



To: Board of Education

From: Secretary Treasurer
Wayne Jefferson

Re: **CAPITAL PROJECT BYLAW 126395:**
2012-2013 ANNUAL FACILITY GRANT
EXPENDITURE PLANS

Date: May 9, 2012
(Public Board Meeting)

Information

BACKGROUND/RATIONALE:

At the April 25, 2012 Public Board meeting, the Board after three (3) readings approved the Ministry of Education's Capital Project Bylaw 126395 in the amount of \$1,814,219 for submission.

The next requirement in the process of accessing the funds is to submit to the Ministry of Education's Capital Management Branch a plan of expenditures for the 2012-2013 year in support of the Annual Facilities Grant ("AFG") program.

The plan is developed to meet many priorities within the School District and covers myriad of different areas and operational needs.

These funds are essential to the effective operations of the School District.

RECOMMENDATION:

THAT the Board receive the Secretary Treasurer's report on the 2012-2013 Annual Facility Grant expenditure plans for information.

Attachment

SD# 42 Maple Ridge-Pitt Meadows
Annual Facilities Grant EXPENDITURE PLAN
 Period: April 1, 2012 - March 31, 2013

Project	Facility	Cost	Comments
1 Network Wiring upgrades	1 sec 10 elementary	80,000	Upgrade network wiring from cat 3 to cat 5
2 BEP	Albion Gym	300,000	
3 Shutters	District	20,000	
4 Roof replacement	Albion	99,600	
5 Roof replacement	Garibaldi	297,610	
6 Roof replacement	Glenwood	291,638	
7 Non Structural Mitigation	District	106,620	
8 Annual Gym Floor Refinishing	District	80,000	
9 Wrestling Portable reeroof	SRT	12,000	
10 Carpet replacement	District	20,000	
11 Classroom functional Improvements	District	10,000	
12 Roofing Consultant Fees	District	7,469	
13 Exterior painting	District	305,397	SRT,HPE,MRSS,ALO,EME,THSS,MRE, parking lot lines game lines
14 Parking lot repairs	District	20,000	
15 Boiler Upgrade	ELE	210,000	
16 3 AHU replacements	THSS	40,000	
17 AHU Replacements	WSS	200,000	
18 Heater upgrade	SRT	25,000	
19 PA Systems Replacement Life Safety	District	30,000	
20 Key Scan card access	20 Elementarys	20,000	
21 Class roof PIRs	District	5,000	
22 Shop Lighting Upgrade	Garibaldi	37,000	
23 Power Factor Correction	MRSS	23,000	
24 Sprinkler piping upgrade	District	5,000	
25 Water line replacement	MRSS Annex	5,000	
26 Hazmat Projects	District	5,000	
27 Wall Carpet Removal	District	77,000	
28 Field drainage	ALO	15,000	22 Classrooms
29 Track upgrade	GAR	20,000	
30			
31			
32			
33			
34			
35			
36			
TOTAL		\$ 2,367,334	REMAINING AFG AVAILABLE

Funding Type		AVAILABLE FUNDING	Monthly Spending Plan April/12to March/13												Total	
			April/12	May	June	July	August	September	October	November	December	January/13	February	March		
1	March 31/22 AFG Balance	-	-	-	-	-	-	-	-	-	-	-	-	-	\$	BALANCED
2	Operating Allocation	\$ 553,115	10,000	10,000	10,000	111,115	180,000	30,000	25,000	15,000	30,000	10,000	10,000	112,000	\$	553,115
3	Capital Allocation	\$ 1,814,219	30,000	30,000	30,000	833,044	814,555	30,000	10,000	10,000	10,000	10,000			\$	1,814,219
	TOTAL	\$ 2,367,334	\$ 40,000	\$ 40,000	\$ 40,000	\$ 944,159	\$ 994,555	\$ 60,000	\$ 35,000	\$ 25,000	\$ 40,000	\$ 20,000	\$ 16,620	\$ 112,000	\$	2,367,334

RECORD

2011-2012

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 25, 2012

Call to Order	Meeting called to order at 3:18 p.m.
Motion of Exclusion	Approved
Correspondence	Received
Ordering of Agenda	Approved as circulated
Confirmation of Minutes – April 11, 2012	Approved as circulated
Superintendent – Decision Item	Approved
Superintendent – Information Items	Received
Secretary Treasurer Information Items	Received
Committee Business	Received
Adjournment	Adjourned at 4:29 p.m.