

**BOARD OF EDUCATION  
of  
SCHOOL DISTRICT NO. 36 (SURREY)**

**REGULAR BOARD MEETING**

**REVISED AGENDA**

**MEETING DATE:** 2012-01-12 **TIME:** 7:30 p.m.

**MEETING PLACE:** School District No. 36 (Surrey)  
District Education Centre  
Main Boardroom - Room #2020

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1. CALL TO ORDER

- (a) "O Canada"
- (b) Approval of Agenda

2. DELEGATIONS

- (a) Denise Moffatt, President, Surrey Teachers' Association, re: Hopes for New Board of Education

3. ACTION ITEMS

- (a) Adoption of Minutes of Inaugural Board Meeting Held 2011-12-08 and Regular Board Meeting Held 2011-12-15
- (b) Discovery Elementary School – Site #074 – Public Consultation Process re: Possible School Closure *(to be distributed)*
- (c) Annual Review of Kilometerage Rates
- Add (d) Capital Project Amendment Bylaw No. 126144-H Full Day Kindergarten - Capital Requirements Hazelgrove Annex Re-Opening Costs**

4. INFORMATION & PROPOSALS

- (a) Trustee Reports
- (b) Progress Report – Active Capital Projects
- (c) Board Committees / Trustee Representation Appointments – 2012 *(to be distributed)*
- (d) Incoming Correspondence

*Cont'd...*

REGULAR BOARD MEETING

**AGENDA**

MEETING DATE: 2012-01-12

TIME: 7:30 p.m.

MEETING PLACE: **School District No. 36 (Surrey)  
District Education Centre  
Main Boardroom - Room #2020**

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5. FUTURE BUSINESS

- (a) Items for Future Discussion
- (b) Future Meetings

6. QUESTION PERIOD

An informal question period of up to 30 minutes will be provided immediately following the conclusion of the meeting.

7. ADJOURNMENT

***Mission Statement***

***“Through quality teaching and learning, we commit to engaging our students in their growth as individuals and in their development of the knowledge, skills and attributes necessary to contribute to a healthy, democratic and diverse society.”***

Board of Education  
of  
School District No. 36 (Surrey)

**THE PURPOSE OF 'QUESTION PERIOD'**

The Board asks that you respect the intent of Question Period.

Question Period is intended:

- to enable members of the community to obtain information or clarification from the Board that cannot be provided by staff.
- to ask a question of the **Board**, not individual Trustees.
- to be limited to one question per person and must be presented in writing on the form provided.

Question Period is NOT intended:

- to be used as a political forum.
- for making speeches or bringing forward a delegation.
- to deal with matters that should properly be dealt with through other channels, such as liaison committees.

We again, respectfully request that questioners be mindful of the Board's policy.



**BOARD OF EDUCATION  
of  
SCHOOL DISTRICT NO. 36 (SURREY)**

**Schedule 3(a)  
of the**

**ADMINISTRATIVE MEMORANDUM  
(Regular)**

**MEETING DATE: 2012-01-12**

**TOPIC: ADOPTION OF MINUTES OF INAUGURAL BOARD MEETING  
HELD 2011-12-08 AND REGULAR BOARD MEETING HELD  
2011-12-15**

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**IT IS RECOMMENDED:**

THAT the Minutes of the Inaugural Board Meeting held 2011-12-08 and Regular Board meeting held 2011-12-15 be adopted as circulated.

Enclosures:

Submitted by:

\_\_\_\_\_  
W.D. Noye, Secretary-Treasurer

Approved by:

\_\_\_\_\_  
M.A. McKay, Superintendent

**MINUTES OF AN INAUGURAL MEETING OF THE BOARD OF EDUCATION OF SCHOOL DISTRICT NO. 36 (SURREY) HELD IN ROOM #2020 AT THE DISTRICT EDUCATION CENTRE ON THURSDAY, DECEMBER 8, 2011 AT 7:00 P.M.**

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**IN ATTENDANCE**

**Trustees**

T. Allen  
C. Dobie  
P. Glass  
L. Larsen  
R. Masi  
L. McNally  
S. Wilson

**Staff**

M.A. McKay, Superintendent  
W.D. Noye, Secretary-Treasurer  
S. Cohen, Deputy Superintendent  
L. McCuaig, Executive Assistant

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[1] **CALL TO ORDER**

Mr. Wayne Noye, Secretary-Treasurer, serving as Chair, called the meeting to order at 7:02 p.m.

(a) "O Canada"

Trustees-elect, Administration and the audience sang "*O Canada*".

[2] **FORMAL ANNOUNCEMENT OF ELECTION OF TRUSTEES**

Mr. Wayne Noye, Secretary-Treasurer, read a letter from the Chief Election Officer, City of White Rock, announcing the election of Laurae McNally, as well as a letter from the Chief Election Officer, City of Surrey, announcing the election of Terry Allen, Charlene Dobie, Pam Glass, Laurie Larsen, Reni Masi, and Shawn Wilson; as Trustees for the Board of Education of School District No. 36 (Surrey).

[3] **ROLL CALL**

In order to establish the presence of each Trustee-elect, Mr. Noye called the Roll. All Trustees-elect were present.

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[4] **ACKNOWLEDGEMENT OF DIGNITARIES**

Mr. Noye acknowledged the presence of the many dignitaries present at the Inaugural Board meeting to honour the Trustees-elect.

[5] **DECLARATIONS AND OATHS OF OFFICE OF ELECTED TRUSTEES**

Wayne Noye, Secretary-Treasurer administered the oaths of office and oaths of allegiance for newly elected Trustee Charlene Dobie; and re-elected Trustees Terry Allen, Pam Glass, Laurie Larsen, Reni Masi, Laurae McNally, and Shawn Wilson.

[6] **APPROVAL OF ELECTION PROCEDURE**

It was moved by Trustee Allen, seconded by Trustee Glass:

    THAT the election procedure be approved as circulated.  
    CARRIED

It was moved by Trustee Glass, seconded by Trustee McNally:

    THAT Patti Dundas, Assistant Secretary-Treasurer and Angie Smith, Administrative Assistant, be appointed scrutineers for the election of Board Chairperson and Vice-Chairperson.  
    CARRIED

[7] **ELECTION OF BOARD CHAIRPERSON**

Mr. Noye called for nominations for the office of Chairperson for 2011/2012. Trustee Allen nominated Trustee McNally. Trustee McNally accepted the nomination.

As Trustee McNally has served three consecutive terms of office as Chairperson, a waiver of Board Policy #2915 – *Trustee Elections – Chairperson and Vice-Chairperson*, is required.

It was moved by Trustee Larsen, seconded by Trustee Wilson:

    THAT Board Policy #2915 – *Trustee Elections – Chairperson and Vice-Chairperson* be waived in order to permit Trustee McNally to hold the office of Chairperson for a fourth consecutive term of office.  
    CARRIED

Mr. Noye called twice more for nominations for the office of Chairperson for 2011/2012 and hearing none, declared Trustee McNally elected by acclamation as Chairperson of the Board of School Trustees of School District No. 36 (Surrey) for a one year term of office.

**[8] ELECTION OF VICE CHAIRPERSON**

Mr. Noye called for nominations for the office of Vice-Chairperson for 2011/2012. Trustee Glass nominated Trustee Wilson. Trustee Masi accepted the nomination.

Mr. Noye called twice more for nominations for the office of Vice-Chairperson for 2011/2012 and hearing none, declared Trustee Wilson elected by acclamation as Vice-Chairperson of the Board of School Trustees of School District No. 36 (Surrey) for a one year term of office.

**[9] BOARD CHAIRPERSON ASSUMES THE CHAIR**

Mr. Noye congratulated Trustees McNally and Wilson on their elections and turned the Chair over to Chairperson McNally at 7:15 p.m. for the remainder of the meeting.

**[10] REMARKS BY CHAIRPERSON AND VICE CHAIRPERSON**

Chairperson McNally and Vice-Chairperson Wilson extended their thanks and appreciation to the communities of Surrey and White Rock for their support.

**[11] GREETINGS**

Greetings and congratulations were brought to the newly elected Board of Education by:

- RJ Severo and Arshpreet Varan Singh, Grade 12 Students, Guildford Park Secondary School, on behalf of the students in the school district;
- Patricia, Co-President, District 36 Parents' Advisory Council, on behalf of the parents in the school district;
- Andrew Holland, President, Surrey Principals' and Vice Principals' Association, on behalf of the district's employees.
- Michael A. McKay, Superintendent of Schools, on behalf of the school district's administrative staff.

**[12] DATE AND TIME OF NEXT BOARD MEETING**

Chairperson McNally advised that the next Regular meeting of the Board will be held on Thursday, December 15, 2011 at 7:30 p.m. in Room #2020 at the District Education Centre.

[13] **ADJOURNMENT**

Chairperson McNally declared the meeting adjourned at 7:34 p.m.

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L. McNally  
Chairperson

WDN/im

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W. D. Noye  
Secretary-Treasurer

**MINUTES OF A REGULAR MEETING OF THE BOARD OF EDUCATION OF SCHOOL DISTRICT NO. 36 (SURREY) HELD IN ROOM #2020 AT THE DISTRICT EDUCATION CENTRE ON THURSDAY, DECEMBER 15<sup>th</sup>, 2011 AT 7:30 P.M.**

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**IN ATTENDANCE**

**Trustees**

L. McNally, Chairperson  
S. Wilson, Vice Chairperson  
T. Allen  
C. Dobie  
P. Glass  
L. Larsen  
R. Masi

**Staff**

M. McKay, Superintendent  
W. Noye, Secretary-Treasurer  
S. Cohen, Deputy Superintendent  
L. McCuaig, Executive Assistant

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[1] **CALL TO ORDER**

Chairperson McNally called the meeting to order at 7:30 p.m.

**Presenters & Staff:**

In addition to the Table Officers named above, the following presenters and staff were in attendance at the meeting:

Kerry Magnus, Associate Director, Business Management Services and  
Doug Strachan, Manager, Communication Services.

(a) **"O Canada"**

Trustees, Administration and the audience sang "O Canada".

(b) **Approval of Agenda of Regular Board Meeting**

Chairperson McNally requested that item 3(d) *Administration Attendance at the BCSSA and BCASCO Conference* be added to the agenda; item 4(a) *Trustee Reports* be removed from the agenda and all items be renumbered accordingly.

It was moved by Trustee Allen, seconded by Trustee Wilson:

THAT the agenda of the Regular Board meeting be approved as amended.  
**CARRIED**

[2] **DELEGATIONS**

No items.

[3] **ACTION ITEMS**

(a) Adoption of Minutes of Regular Board Meeting Held 2011-11-24

It was moved by Trustee Allen seconded by Trustee Larsen:

THAT the Minutes of the Regular Board meeting held 2011-11-24 be adopted as presented.

CARRIED

(b) Capital Project Bylaw No. 113221 (Replacement of Sunnyside Elementary on Grandview Heights NW Area Elementary – Site #202)

It was moved by Trustee Wilson, seconded by Trustee Larsen:

THAT Capital Project Bylaw No. 113221 be given three (3) readings at this meeting.

CARRIED

It was moved by Trustee Wilson, seconded by Trustee Glass:

THAT Capital Project Bylaw No. 113221 be approved as read a first time.

CARRIED

It was moved by Trustee Allen, seconded by Trustee Wilson:

THAT Capital Project Bylaw No. 113221 be approved as read a second time.

CARRIED

It was moved by Trustee Masi, seconded by Trustee Glass:

THAT Capital Project Bylaw No. 113221 be approved as read a third time and finally adopted.

CARRIED

(c) Capital Project Amendment Bylaw No. 126360-A New Playground Equipment (Phase 2)

It was moved by Trustee Allen, seconded by Trustee Wilson:

THAT Capital Project Amendment Bylaw No. 126360-A be given three (3) readings at this meeting.

CARRIED

It was moved by Trustee Wilson, seconded by Trustee Glass:

THAT Capital Project Amendment Bylaw No. 126360-A be approved as read a first time.

CARRIED

It was moved by Trustee Wilson, seconded by Trustee Masi:

THAT Capital Project Amendment Bylaw No. 126360-A be approved as read a second time.

CARRIED

It was moved by Trustee Masi, seconded by Trustee Wilson:

THAT Capital Project Amendment Bylaw No. 126360-A be approved as read a third time and finally adopted.

CARRIED

(d) Administration Attendance at the BCSSA and BCASBO Conference

It was moved by Trustee Glass, seconded by Trustee Larsen:

THAT subject to employees using their personal professional development funds, the Board waive Policy #4410 – *Travel Expense Reimbursement* in order to allow school and district administrative/management staff members to stay overnight in Vancouver to attend the BCSSA and BCASBO Conference on February 17-18, 2012.

CARRIED

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[4] **INFORMATION AND PROPOSALS**

(a) **Report on Changes to Classes Pursuant to Section 76.4 of the *School Act***

Mike McKay, Superintendent, provided Trustees with information regarding the changes to classes pursuant to Section 76.4 of the *School Act*.

It was moved by Trustee Glass, seconded by Trustee Wilson:

THAT the Board accept the report on changes to classes pursuant to Section 76.4 of the *School Act*.

**CARRIED**

(b) **The Superintendent's Annual Report On Student Achievement**

Mike McKay, Superintendent, provided Trustees with information regarding the *Superintendent's Annual Report on Student Achievement* for the 2010/2011 school year. The report highlights the progress being made in attaining student achievement goals with a particular emphasis on literacy, Aboriginal students, improving numeracy and improving the six year completion rate.

It was moved by Trustee Glass, seconded by Trustee Larsen:

THAT the Board approve the *Superintendent's Annual Report on Student Achievement* for the 2010/2011 school year.

**CARRIED**

(c) **Progress Report – Active Capital Projects**

Trustees received a progress report regarding active capital projects.

(d) **Board Committees/Trustee Representation Appointments - 2012**

Trustees were requested to advise the Chairperson of particular committees they wished to serve on for 2012, by 2011-12-31. The 2012 Board Committees and Trustee Representation appointments will be brought to a future meeting for information, when completed.

(e) **Incoming Correspondence**

There were no correspondence items requiring Trustees' attention.

[5] **FUTURE BUSINESS**

(a) Items for Future Discussion

Trustees made note of topics requiring discussion by the Board in the future on the agenda administrative memorandum schedule.

(b) Future Meetings

Trustees made note of future meetings outlined on the agenda administrative memorandum schedule.

[6] **QUESTION PERIOD**

An informal question period of up to 30 minutes will be provided immediately following the conclusion of the meeting.

[7] **ADJOURNMENT**

It was moved by Trustee Larsen, seconded by Trustee Wilson:

THAT the Regular meeting of the Board be adjourned at 8:03 p.m.  
CARRIED

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L. McNally  
Chairperson

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W. Noye  
Secretary-Treasurer

**BOARD OF EDUCATION  
of  
SCHOOL DISTRICT NO. 36 (SURREY)**

**Schedule 3(b)  
of the**

**ADMINISTRATIVE MEMORANDUM  
(Regular)**

MEETING DATE: **2012-01-12**

TOPIC: **DISCOVERY ELEMENTARY SCHOOL – SITE #074 –  
PUBLIC CONSULTATION PROCESS, RE: POSSIBLE  
SCHOOL CLOSURE**

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Discovery Elementary School – Site #074 is located at 13104 – 109<sup>th</sup> Avenue. Students in this school are enrolled in the Discovery Program, which was founded on principles of the Adlerian philosophy.

Student enrolment at this site has, over the last several years, continued to decline. In 2001/2002 there were 218 students and in 2011/2012, there are 57 students.

Over the past several years, staff have worked with past/current administration, parents and the community to employ strategies that would revitalize the student population. These strategies have been unsuccessful.

Based on this, as well as the need for space to serve other programs with larger populations, staff is recommending a consultation period of no less than 60 days, commencing 2012-01-16. Discussion will include, but not be limited to:

- options that the Board considered as alternatives to closure
- implementation plans, including phasing timing of the possible closure
- implications of the possible closure
- possible future community growth in the area of the school
- contents of written submissions presented to the Board by members of the community

and the above consultation process will be done in accordance with Sections 73 and 168(2)(P) of the *School Act* and the related Ministerial Order 194/08. This will also comply with Board Policy #6801 and Regulation #6801.1 which were revised in 2009 to support the *School Act* and the Ministerial Order.

MEETING DATE: **2012-01-12**

SCHEDULE: 3(b)

TOPIC: **DISCOVERY ELEMENTARY SCHOOL – SITE #074 –  
PUBLIC CONSULTATION PROCESS, RE: POSSIBLE  
SCHOOL CLOSURE**

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It is important to note that this motion is intended to begin a consultation process to relocate the Discovery Program to a nearby elementary school and that the official closure of the school, as required by the *School Act*, would not be closure of the Discovery Program.

**IT IS RECOMMENDED:**

THAT the Board direct staff to continue the review process related to the possible closure of Discovery Elementary School – Site #074 located at 13104 – 109<sup>th</sup> Avenue, in a manner that is in accordance with the requirements of Ministerial Order #194/08 under the authority of sections 73 and 168(2)(P) of the *School Act*; and

THAT the Board receive the findings of the review process by 2012-06-15, or sooner.

Enclosures:



Submitted by: \_\_\_\_\_  
W. D. Noye, Secretary-Treasurer

Approved by: \_\_\_\_\_  
M. A. McKay, Superintendent

WDN/lm

**BOARD OF EDUCATION  
of  
SCHOOL DISTRICT NO. 36 (SURREY)**

**Schedule 3(c)  
of the**

**ADMINISTRATIVE MEMORANDUM  
(Regular)**

MEETING DATE: 2012-01-12

TOPIC: **ANNUAL REVIEW OF KILOMETRAGE REIMBURSEMENT RATE**

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Policy #4410 – *Travel Expense Reimbursement*, requires an annual review of the kilometrage reimbursement rate which has traditionally been conducted in January of each year.

The kilometrage reimbursement rate is used to reimburse Trustees and employees when they travel by automobile on school district business.

Other large governmental agencies have maintained their current rates since the district's last review. Lower Mainland school districts and a selection of business and large government agencies were surveyed; the results appear below:

<b>Organization</b>	<b>Per Km</b>
BCPSEA	\$0.53
BC Public Service Agency	\$0.50
BCSTA	\$0.52
City of Surrey	\$0.53
Department of Finance, Canada	\$0.53
Insurance Corporation of BC	\$0.47
Pension Corporation	\$0.50
<b>Average</b>	<b>\$0.51</b>

*continued ...*

MEETING DATE: 2012-01-12

SCHEDULE: 3(c)

TOPIC: **ANNUAL REVIEW OF KILOMETRAGE REIMBURSEMENT RATE**

<b>Nine Metro School Districts</b>	<b>Per Km</b>
High:	\$0.52
Low:	\$0.49
<b>Average:</b>	<b>\$0.51</b>

In December of each year, the Department of Finance of the Government of Canada reviews and announces the prescribed rates for the automobile operating expense benefit that will apply for the coming year. For 2012 the rate changed to \$0.53 per km. The Department of Finance uses this rate as the limit on the deduction of tax-exempt allowances paid by employers to employees for kilometrage reimbursements. If an employer pays a higher rate than \$0.53 per km. in 2012, the entire amount of the kilometrage reimbursement rate must be reported as a taxable benefit for the employee.

In January 2003, the Board approved a motion indicating that the Kilometrage Reimbursement Rate be set annually at a level not to exceed the annually prescribed rate established by the Department of Finance, Government of Canada, to avoid tax implications.

In accordance with the Board's long standing practise of setting the Kilometrage Expense Reimbursement rate one cent below the rate prescribed by the Department of Finance, Government of Canada, it is recommended that the Kilometrage Expense Reimbursement rate be increased to \$0.52.

IT IS THEREFORE RECOMMENDED:

THAT the Board increase the Kilometrage Reimbursement Rate from \$0.51 per km. to \$0.52 per km., effective 2012-02-01.

Enclosures:

Submitted by: \_\_\_\_\_

W.D. Noye, Secretary-Treasurer



Approved by: \_\_\_\_\_

M.A. McKay, Superintendent

**BOARD OF EDUCATION  
of  
SCHOOL DISTRICT NO. 36 (SURREY)**

**Schedule 3(d)**

**of the  
ADMINISTRATIVE MEMORANDUM  
(Regular)**

MEETING DATE: **2012-01-12**

TOPIC: **CAPITAL PROJECT AMENDMENT BYLAW NO. 126144-H  
FULL DAY KINDERGARTEN – CAPITAL REQUIREMENTS  
HAZELGROVE ANNEX RE-OPENING COSTS**

At its 2011-04-28 Regular Board Meeting, the Board approved an increase of \$25,812,992 to the district's Capital Plan to address Full Day Kindergarten. The Ministry of Education has approved a further increase of \$525,887 for Hazelgrove Annex Re-Opening Costs.

<u>Project No.</u>	<u>Project Description</u>	<u>Amount</u>
126144-G	Full Day Kindergarten – Capital Requirements	\$ 25,812,992
126144-H	Hazelgrove Annex Re-Opening Costs	\$ 525,887
		<b><u>\$ 26,338,879</u></b>

**IT IS THEREFORE RECOMMENDED:**

THAT Capital Project Amendment Bylaw No. 126144-H be given three (3) readings at this meeting (vote must be unanimous).

**BYLAW RECOMMENDATION:**

1. THAT Capital Project Amendment Bylaw No. 126144-H be approved as read a first time.
2. THAT Capital Project Amendment Bylaw No. 126144-H be approved as read a second time.
3. THAT Capital Project Amendment Bylaw No. 126144-H be approved as read a third time and finally adopted.

Enclosures:



Submitted by: \_\_\_\_\_  
W.D. Noye, Secretary-Treasurer

Approved by: \_\_\_\_\_  
M. A. McKay, Superintendent

**CAPITAL AMENDMENT BYLAW NO. 126144-H  
HAZELGROVE ANNEX RE-OPENING COSTS**

A BYLAW by the Board of Education of School District No. 36 (Surrey) (hereinafter called the "Board") to amend a Capital Project of the Board pursuant to Sections 143 (3) and 144 (1) of the *School Act*, R.S.B.C. 1996, c. 412 as amended from time to time (called the "Act").

WHEREAS by Capital Amendment Bylaw No. 126144-G the Board adopted capital bylaw specifying a total maximum allocation of \$25,812,992.

AND WHEREAS the Minister of Education has approved an additional maximum allocation of \$525,887 for Project No. 126144-H to the capital plan.

NOW THEREFORE the Board enacts as follows:

1. The Capital Amendment Bylaw of the Board specifying a total maximum allocation of \$26,338,879 is hereby adopted.
2. This Bylaw may be cited as School District No. 36 (Surrey) Capital Amendment Bylaw No. 126144-H.

READ A FIRST TIME THE 12<sup>TH</sup> DAY OF JANUARY, 2012;

READ A SECOND TIME THE 12<sup>TH</sup> DAY OF JANUARY, 2012;

READ A THIRD TIME, PASSED AND ADOPTED THE 12<sup>TH</sup> DAY OF JANUARY, 2012.

\_\_\_\_\_  
Board Chair

\_\_\_\_\_  
Secretary-Treasurer

I HEREBY CERTIFY this to be a true and original School District No. 36 (Surrey) Capital Amendment Bylaw No. 126144-H adopted by the Board the 12<sup>th</sup> day of January, 2012.

\_\_\_\_\_  
Secretary-Treasurer

# **BOARD OF EDUCATION OF SCHOOL DISTRICT NO. 36 (SURREY)**

## **PROGRESS REPORT - ACTIVE CAPITAL PROJECTS**

***As of December 15, 2011***

Please note that the completion/occupancy dates showing are target dates, based on known circumstances. These dates may well change if they prove to be unrealistic.

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### **Site #001 – Hjorth Road Elementary (Seismic Upgrade)**

- Planning Funds were approved by the Ministry of Education in 2005/2006 to determine viability of a structural seismic upgrade;
- 2007-01-09 Bush, Bohlman & Partners appointed Prime Consultant;
- 2007-09-18 Covered Play Area – Completed.

### **Site #032 – Panorama Ridge Secondary (Sixteen Classroom Addition)**

- 2011-10-31 BC Government announced funding;
- 2011-11-10 Board appointed Grant & Sinclair Architects Ltd. to prepare a Project Definition Report (PDR).

### **Site #038 – Sunnyside Elementary / #202 – Grandview Heights NW Area Elementary (Replacement)**

- Planning Funds were approved in the 2006/2007 Capital Plan to determine viability of a renovation/upgrade;
- 2007-10-25 Board appointed Grant & Sinclair Architects Ltd. as Project Architect.
- Phase 1 of a two phase Ministry mandated Feasibility Study completed;
- Phase 2 of a two phase Ministry mandated Feasibility Study completed;
- 2009-02-12 Board Motion regarding possible school closure;
- 2009-04-16 Board approved Bylaw #186 Re: Sunnyside Elementary School – Site #038 – School Closure – effective 2011-09-01. It is proposed that the Sunnyside School program be relocated upon the completion of a new school Grandview Heights NW Area Elementary – Site #202 located at 2828 – 159<sup>th</sup> Street;
- 2010-02-11 Board approved sketch plans, Site #202;
- 2010-10-27 Ministry of Education staff approved adding Neighbourhood Learning Centre to Site #202;
- 2011-02-10 Board approved sketch plans, Site #202 Neighbourhood Learning Centre.

### **Site #045 – Johnston Heights Secondary (Building Envelope Restoration)**

- 2009-01-26 Funds were approved;
- BC Housing Management Commission is managing this project on behalf of the Ministry of Education;
- 2009-07-02 Tender closed;
- 2009-07-27 Ministry of Education advised that funding is no longer available to proceed with project;
- 2009-07-30 All bidders were notified that the project was cancelled;
- 2009-10-05 Ministry of Education advised that the funding will be provided to

*Cont'd...*

- proceed with the project;
- 2010-02-25 Tender closing date;
- 2010-03-25 Board approved contract award to Oakridge General Contractors (a Division of Oakridge Painting & Decorating Ltd.);
- 2011-12 Anticipated Completion.

**Site #053 – T. E. Scott Elementary** (Eight Classroom Addition and Building Upgrade )

- 2010-06-14 Ministry of Education announced funding;
- 2010-06-24 Board appointed Craven Huston Powers Architects as Project Architect;
- 2010-09-23 Board approved sketch plans;
- 2011-02-10 Board approved Capital Project Funding Agreement;
- 2011-03-25 Ministry approved Capital Project Funding Agreement;
- 2011-05-31 Tender closing date;
- 2011-06-09 Board approved contract award to Titan Construction Company Limited;
- 2012-12 Anticipated Completion.

**Site #059 – Riverdale Elementary** (Seismic Upgrade)

- Planning Funds were approved by the Ministry of Education in 2005/2006 to determine viability of a structural seismic upgrade;
- 2007-01-09 Bush, Bohlman & Partners appointed Prime Consultant;
- 2007-09-18 Covered Play Area – Completed;
- Ministry mandated Feasibility Study completed.

**Site #140 – Martha Jane Norris Elementary** (Addition)

- Planning Funds were approved in the 2006/2007 Capital Plan for an addition to increase capacity from 80K + 425 to 80K + 550 student spaces;
- Phase I of a 2 phase Ministry mandated Feasibility Study underway;
- 2004-08-24 the Board approved an amendment to the Ministry 2004-2008 Five Year Capital Plan approving that the funding year for the addition to Chimney Hill Elementary (from year three 2006/2007 to year one 2004/2005) and the funding year for the addition to Martha Jane Norris (from year one 2004/2005 to year three 2006/2007) be changed.

**Site #141 – Fraser Heights Secondary** (Eight Classroom Addition)

- 2011-10-31 BC Government announced funding;
- 2011-11-10 Board appointed Grant & Sinclair Architects Ltd. to prepare a Project Definition Report (PDR).

**Site #165 – Chimney Hill Elementary** (Four Classroom Addition)

- 2010-06-14 Ministry of Education announced funding;
- 2010-06-24 Board appointed DA Architects & Planners as Project Architect
- 2010-09-23 Board approved Capital Project Funding Agreement and sketch plans;
- 2010-10-28 Ministry approved Capital Project Funding Agreement;
- 2010-12-14 Tender closing date;

- 2011-01-13 Board approved contract award to Pro-Can Construction Group Corp.;
- 2012-01 Anticipated completion.

**Site #176 – Hillcrest Elementary** (Four Classroom Addition)

- 2010-06-14 Ministry of Education announced funding;
- 2010-06-24 Board appointed DA Architects & Planners as Project Architect;
- 2010-09-23 Board approved Capital Project Funding Agreement and sketch plans;
- 2010-10-28 Ministry approved Capital Project Funding Agreement;
- 2010-12-16 Tender closing date;
- 2011-01-13 Board approved contract award to S. Henningson Construction Ltd.;
- 2011-12 Anticipated completion.

**Site #178 – A. J. McLellan Elementary** (Eight Classroom Addition)

- 2010-06-14 Ministry of Education announced funding;
- 2010-06-24 Board appointed KMBR Architects Planners Inc. as Project Architect;
- 2010-09-23 Board approved sketch plans;
- 2010-10-28 Board approved Capital Project Funding Agreement;
- 2010-11-24 Ministry approved Capital Project Funding Agreement;
- 2011-05-26 Tender closing date;
- 2011-06-09 Board approved contract award to Envoy Construction Services Ltd.;
- 2012-04 Anticipated Completion.

**Site #187 – District Education Centre** (Parking Lot & Site Improvements)

- 2011-02-08 Tender closing date;
- 2011-02-24 Board approved contract award to Wood Projects Ltd.;
- 2011-08-21 Substantial Completion. (This will be removed from the next report.)

**Site #201 – East Clayton Elementary** (New School)

- 2011-10-31 BC Government announced funding;
- 2011-11-10 Board appointed Craven Huston Powers Architects to prepare a Project Definition Report (PDR).

**Site #211 – South Newton Elementary** (New School)

- 2011-10-31 BC Government announced funding;
- 2011-11-10 Board appointed Craven Huston Powers Architects to prepare a Project Definition Report (PDR).

**Combined Seismic Projects,  
Seismic Upgrades - Various Schools**

- 2007-07-26 Planning and Portable Classrooms funding approved;
- 2007-09-20 Tender closed for Portable Classrooms;
- 2007-10-11 Portable Classrooms Construction awarded to Shelter Industries Ltd.;
- 2007-11-05 Bush, Bohlman & Partners appointed Prime Consultant;
- 2008-02-28 Board approved Capital Project Agreement;

- 2008-05-01 Ministry approved Capital Project Agreement;
- Various Projects listed under site number “Combined Seismic Upgrade”.

### **Full Day Kindergarten - Modular Classrooms**

- 2010-03-19 Ministry announcement;
- 2010-05-20 Board approved funds for Site Planning and Design Work.
- 2011-02-10 Ministry approved funding for Modular Classrooms;
- 2011-02-10 Board approved contract award to Shelter Industries Ltd. for supply of modular classrooms;
- 2011-04-28 Board approved funding for Modular Site Preparation – various school;
- 2011-05-19 Tender closed for Installation of Underground Services for Modular Classrooms - seven schools sites (#1).
- 2011-06-09 Board approved contract award to ACE Excavating Ltd.;
- 2011-11 Anticipated Completion - Installation of Underground Services for Modular Classrooms - seven schools sites (#1);
- 2011-06-09 Tender closed Installation of Underground Services for Modular Classrooms (#2);
- 2011-06-23 Board approved contract award to Wood Projects Ltd.;
- 2011-11 Anticipated Completion - Installation of Underground Services for Modular Classrooms - (#2).

**BOARD OF EDUCATION  
of  
SCHOOL DISTRICT NO. 36 (SURREY)**

**2012 BOARD COMMITTEES & TRUSTEE REPRESENTATION**

(Revised 2012-01-12)

<b>BOARD COMMITTEES</b>		
<b>BUDGET COMMITTEE 2012/2013</b>  Executive Committee attends all meetings.	Chair: COMMITTEE:	T. Allen ALL TRUSTEES
<b>TRANSPORTATION COMMITTEE</b>  Membership: Trustees (2), Secretary-Treasurer & Manager of Transportation Services. Meets only when there are specific requests for transportation services. Mostly active in September and October.	Chair: Trustee:	T. Allen P. Glass

<b>STAKEHOLDERS &amp; ELECTED OFFICIALS LIAISON MEETINGS</b>		
Meetings are held at least annually with the groups identified below. The planned meetings permit the groups to meet collectively with Trustees and senior management informally to discuss issues and concerns having a district-wide interest. You are referred to Policy #2680 - <i>Stakeholders &amp; Elected Officials Liaison Meetings</i> for additional information.		
<b>BOARD / CITY COUNCIL LIAISON</b> - Surrey - White Rock	COMMITTEE: Trustee: Trustee:	ALL TRUSTEES S. Wilson L. McNally
<b>BOARD / CUPE LIAISON</b>	COMMITTEE:	ALL TRUSTEES
<b>BOARD / DPAC LIAISON</b>	COMMITTEE:	ALL TRUSTEES
<b>BOARD / EPEG LIAISON</b>	COMMITTEE:	ALL TRUSTEES
<b>BOARD / SPVPA LIAISON</b>	COMMITTEE:	ALL TRUSTEES
<b>BOARD / STA LIAISON</b>	COMMITTEE:	ALL TRUSTEES
<b>BOARD / ABORIGINAL COMMUNITY</b>	COMMITTEE:	ALL TRUSTEES
<b>BOARD / CHAMBERS OF COMMERCE LIAISON</b>	COMMITTEE:	ALL TRUSTEES
<b>BOARD / ETHNIC COMMUNITIES</b>	COMMITTEE:	ALL TRUSTEES
<b>BOARD / RCMP LIAISON</b>	COMMITTEE:	ALL TRUSTEES

## ADVISORY COMMITTEES FOR DISTRICT PROGRAMS

District program advisory committees meet at least three times each year to discuss program needs, enrolment, location, facilities and other relevant issues, and make recommendations to the Board. Membership includes:

- Trustee (1)
- Management Committee representatives (1-2)  
(Director of Instruction or Assistant Superintendent)
- Principal(s) of the schools involved
- DPAC representative (1)
- Parent Representatives (1-2)
- STA representatives (2) (usually teachers in the program)

<b>DISCOVERY SCHOOL PROGRAMS</b> Discovery Elementary	Trustee:	S. Wilson
<b>EAST KENSINGTON HERITAGE SCHOOL</b> East Kensington Elementary School	Trustee:	L. McNally
<b>FRENCH IMMERSION PROGRAMS</b> Crescent Park Elementary Henry Bose Elementary Jessie Lee Elementary K.B. Woodward Elementary Laronde Elementary Martha Currie Elementary Peace Arch Elementary Riverdale Elementary Simon Cunningham Elementary Sunrise Ridge Elementary Woodward Hill Elementary Earl Marriott Secondary Kwantlen Park Secondary Lord Tweedsmuir Secondary Panorama Ridge Secondary	Trustee:	P. Glass
<b>INTEGRATED STUDIES</b> Elgin Park Secondary Johnston Heights Secondary	Trustee:	C. Dobie
<b>INTENSIVE FINE ARTS PROGRAMS</b> David Brankin Elementary White Rock Elementary	Trustee:	L. McNally
<b>INTER-A PROGRAM (INTEGRATED ACADEMICS)</b> Kwantlen Park Secondary	Trustee:	L. Larsen
<b>INTERNATIONAL BACCALAUREATE PROGRAM</b> Semiahmoo Secondary	Trustee:	R. Masi
<b>MONTESSORI PROGRAMS</b> Mountainview Montessori Elementary Sunnyside Elementary	Trustee:	R. Masi
<b>TRADITIONAL SCHOOL PROGRAMS</b> Cloverdale Traditional School McLeod Road Traditional School Surrey Traditional School	Trustee:	T. Allen

## DISTRICT COMMITTEES

### ABORIGINAL ADVISORY COUNCIL

Trustee:

L. Larsen

The Aboriginal Advisory Council meets at least twice each year to discuss program needs, enrolment, location, facilities and other relevant issues, and make recommendations to the Board.

Membership includes:

District Senior Management representative (Chair)

Trustee (1)

Representative(s) from:

- Semiahmoo First Nation & Katzie First Nation (2)

- Nova Metis Heritage Assn. & Metis Family Services (2)

- Kla-how-eya Aboriginal Centre of SACS (1)

- Kekinow Native Housing Society & Aboriginal Child & Family Develop. (2)

District Principal for Aboriginal Education (1)

CUPE, SPVPA, STA representatives (1 each)

Parents, Aboriginal community. (5)

Post Secondary representative(1)

Aboriginal Elder. (1)

### BUSINESS DEVELOPMENT EDITORIAL ADVISORY COMMITTEE

Trustee:

C. Dobie

The BDEAC will review publications directed to parents that promote external agencies in which the school district supplies multi-departmental content, to ensure the materials are appropriate for inclusion and consistent with Board policies and the goals and objectives of the school district. Membership includes:

Trustee (1)

Secretary-Treasurer (Chair)

Assistant Superintendent\*

Manager, Business Development\*

Manager, Communication Services\*

DPAC & SPVPA representatives (1 each)

\* Denotes also a member of the EDCOM Working Group

### EDUCATION BUSINESS COMMUNITY PARTNERSHIP ADVISORY COMMITTEE

Trustee:

R. Masi

Trustee:

T. Allen

This committee meets several times per year to discuss possible partnership and revenue generation opportunities that would be beneficial to both the school district and the business or community group sponsoring the activity. Membership includes:

Executive Committee member (Chair: Secretary-Treasurer)

Trustees (2)

Management Committee representative

Manager, Business Development

CUPE, DPAC, SPVPA, STA representatives (1 each)

Student representatives (2)

Surrey Board of Trade (1)

White Rock Chamber of Commerce (1)

## DISTRICT COMMITTEES / cont'd.

<p><b>IDEAS 36 Committee</b></p> <p>This committee includes student representatives from each secondary school and focuses on Student Leadership matters.</p>	Trustee:	S. Wilson
<p><b>STANDING ADVISORY COMMITTEE ON LEARNING RESOURCES (Health &amp; Career Ed. K-9 &amp; Planning 10)</b></p> <p>Meets only as needed. Purpose to review suitability of learning resources for Health &amp; Career Education K-9 and Planning 10. Membership includes:</p> <ul style="list-style-type: none"> <li>Assistant Superintendent (Chair)</li> <li>Trustees (2)</li> <li>Director of Instruction</li> <li>DPAC representatives (8)</li> <li>STA &amp; SPVPA representatives (2 each)</li> </ul>	Trustee: Trustee:	S. Wilson L. Larsen
<b>PRINCIPAL &amp; VICE PRINCIPAL SELECTION COMMITTEES</b>		
Elementary Vice Principals (2)	Trustee:	C. Dobie
Elementary Principals (2)	Trustee:	L. McNally
Secondary Vice Principals (2)	Trustee:	R. Masi
Secondary Principals (2)	Trustee:	S. Wilson
Learning Centre & Continuing Education	Trustee:	As required
District Vice Principal	Trustee:	As required
Summer School Principals	Trustee:	As required
Summer School Principals	Trustee:	P. Glass
<p><b>PUBLIC RELATIONS COMMITTEE</b></p> <p>Involved in school naming, review of employee recognition initiatives. Membership includes:</p> <ul style="list-style-type: none"> <li>Trustees (3)</li> <li>Executive Committee (1) (Deputy Superintendent)</li> <li>Manager, Communications</li> <li>CUPE, DPAC, EPEG, STA, &amp; SPVPA representatives (1 each)</li> <li>Student representatives (3)</li> </ul>	Chair: Trustee: Trustee:	S. Wilson T. Allen C. Dobie
<p><b>SCHOOL MEAL ADVISORY COMMITTEE</b></p> <p>Reviews policy and makes recommendations regarding the schools to be served by the program and levels of service provided. Membership includes:</p> <ul style="list-style-type: none"> <li>Trustee (1)</li> <li>Manager, Food Services</li> <li>DPAC representative (1)</li> <li>PAC Members at Large from participating schools (2)</li> <li>Community representatives at Large (2)</li> <li>Community Nutritionist or rep. from Fraser Health Authority (1)</li> <li>Elementary Principal (1) &amp; Secondary Principal (1)</li> <li>STA representative (1)</li> <li>CUPE representative (1)</li> </ul>	Chair:	L. Larsen
<p><b>SOUTH FRASER TRADES ADVISORY COMMITTEE</b></p> <p>Co-chaired by two Career Education Coordinators.</p>	Trustee:	T. Allen

<b>TRUSTEE REPRESENTATION ON EXTERNAL COMMITTEES</b>		
<b>BC Public School Employers Association (BCPSEA)</b>	Trustee:	S. Wilson
<b>BC School Trustees Association (BCSTA)</b> Provincial Council Representative	Trustee: Alternate:	L. McNally S. Wilson
<b>BCSTA, Metro Branch - Lower Mainland E.S.L. Consortium</b>	Trustee:	P. Glass
<b>BCSTA, Teacher Qualification Service Board</b> (3 year term appointment by BCSTA - ends 2014)	Trustee:	L. McNally
<b>BOARD OF TRADE (Surrey)</b>	Trustee:	R. Masi
<b>CENTRE FOR CHILD DEVELOPMENT OF THE LOWER MAINLAND</b>	Trustee:	C. Dobie
<b>CITY OF SURREY - Diversity &amp; Inclusion Advisory Com.</b>	Trustee:	L. Larsen
<b>CITY OF SURREY - Parks, Recreation &amp; Culture Commission</b>	Trustee:	T. Allen
<b>CITY OF SURREY - School Travel Planning</b>	Trustee:	P. Glass
<b>DISTRICT PARENTS' ADVISORY COUNCIL LIAISON</b>	Trustee:	R. Masi
<b>DPAC ADVOCACY ADVISORY COMMITTEE</b> Committee meets twice yearly to review progress of the Parent Advocacy project.	Trustee:	R. Masi
<b>LEARNING DISABILITIES ASSOCIATION OF BC - Fraser South Chapter</b>	Trustee:	C. Dobie
<b>MAKE CHILDREN FIRST</b> (Surrey/White Rock Community Partnership)	Trustee:	L. McNally
<b>SURREY/WHITE ROCK FOOD ACTION COALITION</b>	Trustee:	L. Larsen

<b>TRUSTEE REPRESENTATION ON EXTERNAL COMMITTEES (Optional Attendance)</b>		
<b>CITY OF SURREY - Council (Land Use)</b>	* Trustee:	T. Allen
<b>KWANTLEN UNIV. POLYTECHNIC BOARD LIAISON</b>	* Trustee:	S. Wilson
<b>SURREY ASSN. for COMMUNITY LIVING</b>	* Trustee:	C. Dobie
<b>SURREY FAMILY YMCA</b>	* Trustee:	P. Glass
* Note: Trustee contacts marked by an asterisk above will not be responsible for attending meetings on a regular basis, but can be contacted by the association when his/her assistance is required.		

<b>Trustee Responsibilities as Board Representatives</b>
<ol style="list-style-type: none"> <li>1. Report out on committee activities at public board meetings.</li> <li>2. Where committee minutes are available, arrange to have them put into the Trustees' Information Bulletin.</li> <li>3. Refer to Board Policy #2320 - <i>Board Committees &amp; Trustee Representation</i> for additional guidance.</li> </ol>



**BOARD OF EDUCATION  
of  
SCHOOL DISTRICT NO. 36 (SURREY)**

**Schedule 4(d)  
of the**

**ADMINISTRATIVE MEMORANDUM  
(Regular)**

MEETING DATE: **2012-01-12**

TOPIC: **INCOMING CORRESPONDENCE**

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**CATEGORY #3**  
(Requiring Board action)

<b>NUMBER</b>	<b>FROM</b>	<b>SUBJECT</b>
No items.		



**BOARD OF EDUCATION  
of  
SCHOOL DISTRICT NO. 36 (SURREY)**

**Schedule 5(a)  
of the**

**ADMINISTRATIVE MEMORANDUM  
(Regular)**

**MEETING DATE: 2012-01-12**

**TOPIC: ITEMS FOR FUTURE DISCUSSION**

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1. Administration to conduct a feasibility study with a view to the implementation of a required Physical Education 11 course containing a Healthy Eating component and ensure that the report is presented to the Board by the Fall of 2011. (per 2011-02-24)

Enclosures:

Submitted by: \_\_\_\_\_

W.D. Noye, Secretary-Treasurer

Approved by: \_\_\_\_\_

M.A. McKay, Superintendent



**BOARD OF EDUCATION  
of  
SCHOOL DISTRICT NO. 36 (SURREY)**

**Schedule 5(b)  
of the**

**ADMINISTRATIVE MEMORANDUM  
(Regular)**

**MEETING DATE: 2012-01-12**

**TOPIC: FUTURE MEETINGS**

<b>DATE</b>	<b>TIME</b>	<b>PLACE</b>	<b>EVENT</b>
Thursday, January 26/12	7:00 pm	District Ed. Centre	Regular Board
Thursday, February 16/12	7:00 pm	District Ed. Centre	Regular Board
Thursday, March 8/12	7:00 pm	District Ed. Centre	Regular Board
Thursday, April 19/12	7:00 pm	District Ed. Centre	Regular Board
Thursday, May 17/12	7:00 pm	District Ed. Centre	Regular Board
Thursday, June 7/12	7:00 pm	District Ed. Centre	Regular Board
Thursday, June 21/12	7:00 pm	District Ed. Centre	Regular Board

Enclosures: Submitted by: \_\_\_\_\_