



SCHOOL DISTRICT NO. 35 (LANGLEY) REGULAR MEETING OF THE BOARD OF EDUCATION

AGENDA

Tuesday, April 21, 2020

7:00 p.m.

Microsoft Teams Virtual Meeting

Pages

1. AUDIO VISUAL RECORDING (WEBCASTING) OF REGULAR BOARD MEETING
2. CALL TO ORDER
3. REPORT FROM "IN CAMERA"
4. CONSENT AGENDA

Recommendation:

That the Board of Education adopts the consent agenda items as provided

- 4.1 CONSIDERATION OF MINUTES 1 - 8
- 4.2 COMMITTEE REPORTS
 - 4.2.1 AUDIT COMMITTEE 9 - 9
- 4.3 BOARD LIAISON COMMITTEE REPORTS
 - 4.3.1 DISTRICT PARENT ADVISORY COUNCIL (Trustee Ward) 10 - 15
- 4.4 SCHOOL DISTRICT COMMITTEE REPORTS
 - 4.4.1 ABORIGINAL / ya:yəstə' (Assistant Superintendent Bradford) 16 - 16
 - 4.4.2 LGBTQ (Assistant Superintendent Gill) 17 - 19
 - 4.4.3 INCLUSIVE EDUCATION (Assistant Superintendent Gill) 20 - 21
- 4.5 2020-2021 BOARD MEETINGS SCHEDULE 22 - 23
5. CONSIDERATION OF AGENDA

Recommendation:

That the Agenda be approved as presented.

6. SUPERINTENDENT'S REPORTS
- 6.1 SUPERINTENDENT'S REPORT - COVID-19 UPDATE 24 - 24
- Recommendation:
That the Board of Education receives the Superintendent's report on COVID-19 for information as presented.
- 6.2 INTERNATIONAL STUDENT PROGRAM TUITION CHANGE 25 - 25
- Recommendation:
That the Board of Education That the Board of Education receives the report on the International Student Program Tuition Change for information, as presented.
- 6.3 SCHOOL CALENDARS 2020-2021 26 - 34
- Recommendation:
That the Board of Education approves the School Calendars for the 2020-2021 school year, as presented.
7. SECRETARY-TREASURER'S REPORTS
- 7.1 ANNUAL FACILITIES GRANT 2020/2021 35 - 41
- Recommendation:
That the Board of Education approves the Annual Facilities Grant 2020/2021 spending plan as presented.
- 7.2 ANNUAL FIVE YEAR CAPITAL PLAN 2020/2021 - BYLAW 2020/2021-CPSD35-01 42 - 57
- Recommendation:
That the School District No. 35 (Langley) (Capital Plan 2020/2021) Capital Bylaw No. 2020/2021-CPSD35-01 in the amount of \$1,325,000 be given first reading.
- Recommendation:
That the School District No. 35 (Langley) (Capital Plan 2020/2021) Capital Bylaw No. 2020/2021-CPSD35-01 in the amount of \$1,325,000 be given second reading.
- Recommendation:
That the Board of Education of School District No. 35 (Langley) approves having all three readings of the (Capital Plan 2020/2021) Capital Bylaw No. 2020/2021-CPSD35-01 in the amount of \$1,325,000 at tonight's meeting.
- Recommendation:
That the School District No. 35 (Langley) (Capital Plan 2020/2021) Capital Bylaw No. 2020/2021-CPSD35-01 in the amount of \$1,325,000 be given third reading, passed and adopted on this 21st day of April 2020.
8. NEW BUSINESS
9. TRUSTEE COMMENTS

10. QUESTION PERIOD

Due to the use of an online platform for this Regular Board Meeting, the process for question period is as follows. The Board will not be taking questions from members of the public in real time. We encourage members of the public to please submit their questions by emailing feedback@sd35.bc.ca. Questions will be accepted up until one hour after the adjournment of the meeting. Board members or the appropriate staff will respond to the individual directly to acknowledge they've received the email within 24 hours. Thereafter, a response will be provided to the individual.

The following will help the public develop questions for Question Period at a Board Meeting that is keeping with the goal of a respectful and focused meeting.

Questions:

1. Need to be directed to the Chair and not to staff;
2. Need to be related directly to the topic on the agenda;
3. Need to be succinct, focused and not be a statement;
4. May not be asked that are related to personnel or directed at an individual trustee; and
5. May not be asked that are related to contract negotiations.

All of the above are directions provided for in Board Policy No. 1204 - Bylaws of the Board. The Chair may answer, may defer to staff or indicate a question may not be in keeping with the above guidelines.

The Board appreciates the public's interest and wants to ensure a professional meeting is conducted, with Question Period focused on providing guests with the clarification they seek.

Trustees also welcome questions from members of the public apart from Question Period. Their contact information is available on the School District website.

11. ADJOURNMENT

Recommendation:

That the meeting be adjourned at __ p.m.



**SCHOOL DISTRICT NO. 35 (LANGLEY)
REGULAR MEETING OF THE BOARD OF EDUCATION**

MINUTES

Date: Tuesday, February 25, 2020

Location: Langley School Board Office

Trustees Present:	Megan Dykeman	Trustee
	Shelley Coburn	Trustee
	Suzanne Perreault	Trustee
	Rod Ross	Trustee
	David Tod	Trustee
	Tony Ward	Trustee
	Marnie Wilson	Trustee
Staff Present:	Gordon Stewart	Superintendent
	Brian Iseli	Secretary-Treasurer
	Woody Bradford	Assistant Superintendent
	Mal Gill	Assistant Superintendent
	Shind Chand	Assistant Secretary-Treasurer
	Barry Bunyan	Assistant Superintendent
	Joanne Abshire	Communications Manager
	Judy Swanson	Executive Assistant
	Tony Biondi	Communications & Events Specialist
	Dale Vo	IT Technical Support
	Pol Babao	Technical Support Specialist
	Toby Haid	Technical Support Specialist
Partner Groups:	Sheryl Barnum	CUPE 1851, (Acting) President
	Raylene Schallock	CUPE 1260, President
	Tanya Kerr	LTA, President
	Graham Esplen	LTA, Vice-President
	Alicia Rempel	DPAC, President
	John Pusic	LPVPA, President

1. OPENING PRESENTATIONS (6:45 pm)

1.1 WALNUT GROVE SECONDARY SCHOOL MUSICAL SHOWCASE - THE LITTLE MERMAID

Danielle Meshen, Teacher at Walnut Grove Secondary School, and students performed songs from their upcoming musical "The Little Mermaid" from April 2-4 and April 9-11, 2020.

2. AUDIO VISUAL RECORDING (WEBCASTING) OF REGULAR BOARD MEETING

Those in attendance were informed that as per Policy No. 1204 - Bylaws of the Board, the Regular Meeting of the Board of Education will be recorded and may be streamed live, archived and accessed online. The Board also reserves the right to edit or, by motion of the Board at any meeting, choose to not stream live or archive a meeting or portion thereof.

3. CALL TO ORDER

The Board Chair called the meeting to order at 6:58 pm, and began the meeting with the introduction stating: "I would like to acknowledge that the Langley School District is located on the traditional lands of the Kwantlen, Katzie, Matsqui and Semiahmoo First Nations."

3.1 ANNOUNCEMENT - DIVERSITY AND RESPECT WEEK

The Board Chair, on behalf of the Board of Education, recognized "Diversity and Respect Week". On January 24, 2017 at the Regular Meeting of the Board of Education, the following motion was passed:

"That the Langley School District establish a 'Diversity and Respect Week' to coincide with Pink Shirt Day in February to promote awareness, acceptance, reconciliation and inclusion for all members of the school community."

During this week, schools across the District will be recognizing and celebrating the diversity found within our schools through lessons, activities, assemblies and other events that serve to promote empathy, understanding and the importance of inclusion. This work reflects the District's Mission, Vision and Values that state "Our schools foster an inclusive and accepting culture."

This year, the District is also pleased to launch a new t-shirt which embodies these important values. There will be a presentation from Langley students later in the agenda on Diversity and Respect Week.

4. REPORT FROM "IN CAMERA"

The Vice-Chair reported that the items discussed in the 'In Camera' meeting pertained to personnel and property.

5. CONSENT AGENDA

Recommendation: R20/02/28-01

Moved By: Trustee Ross

Seconded By: Trustee Perreault

That the Board of Education adopts the consent agenda items as provided.

5.1 CONSIDERATION OF MINUTES

5.2 LOCALLY APPROVED TITLES

5.3 COMMITTEE REPORTS

5.3.1 EDUCATION/STRATEGIC PLAN COMMITTEE

5.3.2 FINANCE AND FACILITIES COMMITTEE

5.4 BOARD LIAISON COMMITTEE REPORTS

5.4.1 BCSTA

5.4.1.1 PROVINCIAL COUNCIL (Trustee Dykeman)

5.4.2 DISTRICT PARENT ADVISORY COUNCIL (Trustee Ward)

5.5 SCHOOL DISTRICT COMMITTEE REPORTS

5.5.1 ABORIGINAL / ya:yəstəl' (Assistant Superintendent Bradford)

5.5.2 EMERGENCY PREPAREDNESS (Assistant Superintendent Gill)

5.6 COMMUNITY COMMITTEE REPORTS

5.6.1 TOWNSHIP OF LANGLEY RECREATION, CULTURE AND PARKS ADVISORY (Trustee Tod)

6. CONSIDERATION OF AGENDA

Recommendation: R20/02/28-02

Moved By: Trustee Perreault

Seconded By: Trustee Tod

That the Agenda be approved as presented.

CARRIED UNANIMOUSLY

7. PRESENTATIONS

7.1 DIVERSITY AND RESPECT WEEK

Balan Moorthy, Principal at Walnut Grove Secondary School along with students Maya Balzarini, Indie Bateman, Zach Yasuda, Julia Calbeaza, Justine Charron, Eli Hacker, and Samuel Jeong will be presenting on Diversity and Respect Week.

8. SUPERINTENDENT'S REPORTS

8.1 SUPERINTENDENT'S REPORT - DISTRICT TECHNOLOGY PLAN

Richard Eskandar, Director of Information Systems and Technology, and Dawne Tomlinson, Director of Instruction, presented the Technology Action Plan for Learning.

Recommendation: R20/02/28-03

Moved By: Trustee Tod

Seconded By: Trustee Ward

That the Board of Education receives the Superintendent's report on the District Technology Plan for information as presented.

CARRIED UNANIMOUSLY

Recommendation: R20/02/28-04

Moved By: Trustee Coburn

Seconded By: Trustee Tod

That the Board of Education take a 5 minute recess.

CARRIED UNANIMOUSLY

9. NEW BUSINESS

9.1 BLACK HISTORY MONTH

Recommendation: R20/02/28-05

Moved By: Trustee Coburn

Seconded By: Trustee Tod

That the Board of Education add Trustee Shelley Coburn's motion regarding black history month as a new item to the agenda and that this item be moved prior to the Secretary-Treasurer's Report.

CARRIED UNANIMOUSLY

Recommendation: R20/02/28-06

Moved By: Trustee Coburn

Seconded By: Trustee Wilson

That the Langley Board of Education officially acknowledges February as Black History Month.

CARRIED UNANIMOUSLY

10. SECRETARY-TREASURER'S REPORTS

10.1 2019-20 AMENDED BUDGET BYLAW

Secretary-Treasurer Brian Iseli presented the Amended Annual Budget Bylaw and outlined the changes.

Recommendation: R20/02/28-07

Moved By: Trustee Coburn

Seconded By: Trustee Ross

That the Board of Education approves staff to appropriate (unrestrict) the following restricted surplus amounts to balance the 2019/2020 Amended Budget:

- \$513,790 Internally restricted (appropriated by the Board)
- \$142,996 Internally restricted for infrastructure replacement
- \$300,000 Internally restricted for capacity issues at LSS/LEC
- \$125,000 Internally restricted for Admin Development
- \$323,827 school surpluses
- \$150,000 District initiatives to support schools

CARRIED UNANIMOUSLY

Recommendation: R20/02/28-08

Moved By: Trustee Ross

Seconded By: Trustee Tod

That the School District No. 35 (Langley) Amended Annual Budget Bylaw 2019/2020 in the amount of \$263,932,224 be given first reading.

CARRIED UNANIMOUSLY

Recommendation: R20/02/28-09

Moved By: Trustee Wilson

Seconded By: Trustee Perreault

That the School District No. 35 (Langley) Amended Annual Budget Bylaw 2019/2020 in the amount of \$263,932,224 be given second reading.

CARRIED UNANIMOUSLY

Recommendation: R20/02/28-10

Moved By: Trustee Ross

Seconded By: Trustee Wilson

That the Board of Education of School District No. 35 (Langley) approves having all three readings of the Amended Annual Budget Bylaw 2019/2020 in the amount of \$263,932,224, at tonight's meeting.

CARRIED UNANIMOUSLY

Recommendation: R20/02/28-11

Moved By: Trustee Coburn

Seconded By: Trustee Perreault

That the School District No. 35 (Langley) Amended Annual Budget Bylaw 2019/2020 in the amount of \$263,932,224 be given third reading, passed and adopted on this 25th day of February 2020.

CARRIED UNANIMOUSLY

10.2 CONVEYANCE OF STUDENTS

Assistant Superintendent Mal Gil presented a powerpoint which detailed the current practice of the conveyance of students. The School District can not fiscally maintain conveyance of courtesy students in the same way that we do today.

Recommendation: R20/02/28-12

Moved By: Trustee Coburn

Seconded By: Trustee Perreault

That the Board of Education receives the report on Conveyance of Students for information, as presented.

CARRIED UNANIMOUSLY

11. NEW BUSINESS

11.1 ELECTION OF VICE-CHAIR

Recommendation: R20/02/28-13

Moved By: Trustee Ross

Seconded By: Trustee Perreault

That the Board of Education conduct an election for the position of Vice-Chair of the Board of Education.

Trustees Tony Ward and Marnie Wilson opposed. Trustee Coburn abstained.

CARRIED

Trustee Rod Ross nominated Trustee David Tod.

Trustee Tony Ward nominated Trustee Shelley Coburn.

Trustee Tony Ward nominated Trustee Marnie Wilson.

Trustee Marnie Wilson nominated Trustee Suzanne Perreault.

Trustee Suzanne Perreault requested that her name be removed.

Trustee Shelley Coburn requested that her name be removed.

Trustee Marnie Wilson requested that her name be removed.

By acclamation, Trustee David Tod is the new Vice-Chair of the Board of Education.

12. TRUSTEE COMMENTS

Trustees shared their appreciation for the presentations and for Trustee Shelley Coburn's time as Vice-Chair.

13. QUESTION PERIOD

Question Period is provided at Board Meetings in order for the public to ask questions of clarification, as outlined in Board Policy 1204.

The Chair called for questions from the public.

Questions were received from the public regarding: the payment schedule for conveyance of students, the amended budget, and the possibility of including slides in the Board Agenda.

14. ADJOURNMENT

Recommendation: R20/02/28-14

Moved By: Trustee Wilson

Seconded By: Trustee Tod

That the meeting be adjourned at 10:09 p.m.

CARRIED UNANIMOUSLY

TRUSTEE MEGAN DYKEMAN
BOARD CHAIR

BRIAN ISELI, CPA, CMA
SECRETARY TREASURER



Audit Committee Report

February 18, 2020 Meeting

At the February 18, 2020 Audit Committee Meeting, the committee received reports on the following topics:

- Funding Model Review
- Financial Governance and Accountability Update

Langley District Parent Advisory Council
DPAC General Meeting Minutes
February 2020

1. Call to Order: 7:05
2. Welcome and Introductions
 - a) Acknowledgement - *We acknowledge that the Langley School District resides on the traditional territory of the Kwantlen, Katzie, Matsqui and Semiahmoo First Nations.*
 - b) Welcome & Introductions
 - a. Round the room introduction
 - b. Parking Lot
3. Adoption of
 - a) Agenda – accepted with changes
 - b) Minutes from January 2020 - accepted
4. Guest Speakers
 - a) Eli, Sam & Jaeden WGSS – student lead project for Diversity & Respect Week
 - i. Students leading the way to eliminate racism and hate speech within their school.
 - b) Renge Bailie – District Principal for Student Support Services, Diversity Week
 - ii. Pink Shirt – Feb 26th
 1. Theme – “Lift Each Other Up”
 2. Supports the CKNW Kids’ Fund
 - iii. Diversity & Respect Week stemmed from wanting to do more than 1 event on one day a year, to expand on the concept of Diversity & Respect to recognize that anti-bullying is more than don’t bully on pink-shirt day
 1. The general theme is “Be An Ally” but schools can choose their own theme.
 2. The ultimate goal is to get kids talking to kids
5. School Board Trustee – Tony Ward
 - a) The School Board is discussing many things
 - i. Consultation Process
 - ii. Summer Sessions being planned
 - iii. Literacy and Numeracy Goals
 - iv. If you can’t attend the SB meeting you can live stream it
6. Gord Stewart, Superintendent
 - a) At any given time, the SBO is dealing with a number of high priority items along with normal everyday items.
 - b) The consultation process brought up more questions and conversations
 - c) The Board will prioritize the next steps
 - i. especially the Aldergrove perception,
 - ii. DW Poppy will not be forgotten
 1. still trying to get the turf for Poppy – in talks with the Township,
 2. as well as update/replace the septic system at Poppy
 - d) Fort Langley conversation will happen but not in the next year, as will the Coghlan conversation

- because Coghlan & Fort will be affected by the Poppy conversation
- e) Corona virus – in conversation with the Public Health Office – a lot was learned during the SARS virus (same virus different strain). The SARS virus was out for 3-4 weeks before the medical community knew about it. Corona generally adversely affects the elderly, not children. More people die from the common cold than have died from Corona virus. We would be notified if any cases present in Langley. International students are being encouraged not to go home for Spring Break with the expectation that they will be quarantined upon their return until released by the Health Authorities.
 - f) Southwest Yorkson – Sept 2021 – naming process in the next few months.
 - g) Provincial Bargaining – nothing to report, still mediating, as long as everyone is mediating, no job action. If there is job action, it will be in stages over a long period, every stage needs to be voted on by the teachers.
 - h) Mal Gill will be at the meeting in March – he will answer questions regarding Emergency Preparedness.
 - i) Suggests we have a session on Communicating Student Learning – students are expected to take ownership for their learning – the child develops goal in conjunction with parents and teachers instead of having goals placed upon them.
 - j) Encourages everyone to attend one or more of the musicals – they are fantastic
7. Old Business
- k) BCCPAC Conference
 - i. Deadline for Resolutions for BCCPAC Feb 28th
 - 1. PACs can submit their own Resolutions
 - ii. PACs can send their own delegate - \$50 from Education Fund is available
 - iii. If not sending delegate, submit proxies to any attendee – Alicia and Teresa from the Executive attending
 - 1. Teresa Blades running for a position on the BCCPAC Executive
8. New Business
- l) Remind students to apply for scholarship grants before the deadlines
 - i. <https://www.sd35.bc.ca/students-parents/scholarship-information/scholarships-awards/>
 - ii. BCCPAC, Member Resolution - Accessibility of the New Funding Supplement

Member Resolution Submission

Title of Resolution: Accessibility of the New Funding Supplement.

Type of Resolution: Ordinary

Submitted by: Langley SD 35

Contact Person: Teresa Blades

Resolution Wording:

For BCCPAC to request that the ministry create a working group that will monitor and evaluate the impact of the new funding supplement, if implemented with the 2020 budget, and report to all school districts in a timely manner and on an ongoing basis.

Proposer's Position Statement Supporting the Resolution:

The ministry announced on February 7th that a supplemental funding “will be provided to school boards to deliver services based on local needs.” Due to the

variety of potential funding options, it would be imperative to know how each district decides to use this funding and it be reported to the province as a whole to better understand how it benefits different communities. Transparency and communication are key to understanding how students within the province may benefit from this funding and that monies are not diluted.

Implementers:

Ministry of Education, Boards of Education, BCCPAC

Interested Parties:

BCSTA, BCSSA, BCPVPA, BCTF, CUPE

9. Executive and Committee Reports:

- a. President's Report - Alicia Rempel
 - a. Response from Langley City – see attached letter in email
 - b. Langley Foundation update – DPAC is meeting with the Foundation and will report back

- b. Treasurer's Report – Chantale Hubbs
 - a. Financials, Jan
 - b. Reminder: Claim your \$300 for Earthquake Preparedness Supplies. **Money must be claimed by the end of the school year, 2020.**

- c) Committee Reports
Langley DPAC participates in and/or leads a number of committees and ad hoc working groups.

INTERNAL

- a. **Nominations Committee** - will be filled closer to the AGM

- b. **IT** - Member at Large, Brian Martens

- c. **Scholarship Committee** (Richard Bullpit and Trades) - VP2, Teresa Blades
 - i. Updated this weekend

EXTERNAL

- d. **Langley Children Committee** - President, Alicia Rempel
 - i. **Parent Ed on March 4th** – free range parenting, risky play

- e. **Child & Youth Mental Health /Substance Use Local Action Team** - President, Alicia Rempel
 - i. **Parent Education Session on Vaping**

- f. **LGBTQ+** - Member at Large, Geraldine McMannus

- g. **Emergency Preparedness** - VP2, Teresa Blades
 - i. Met end of January – all schools should have updated class status forms
 - ii. Radios working and staff trained on their use
 - iii. Roles and assignments finalized

- iv. Grab and go bags – remember to review them periodically
- h. **Middle School Transition Team** - VP1, Barry Connerty; VP2, Teresa Blades; Secretary, Pamala-Rose Combs
- i. **Inclusive Education Committee** - Member at Large, Rebecca Hardin
 - i. Special Presentation – Feb 27 – Nurturing My Child in an Inclusive Classroom
 - 1. Registration link on FB page – or email info@langleydpac.ca to reserve a spot

AD HOC

- j. **Road Safety** - VP1, Barry Connerty
- k. **Constitution, Bylaw and Policy Review** - VP1, Barry Connerty, President, Alicia Rempel, Secretary, Pamala-Rose Combs, Member at Large, Brian Martens, Member at Large, Amita Gill, Shaun
 - i. When considering 2-term positions how do we want to deal with positions with sudden vacancies prior to the end of term.
 - 1. Suggestions from the floor included
 - a. Executive delegates in individual if there is less than 1 year in the year
 - b. Executive conducts a by-election when there is more than 1 year remaining in the term.

10. Announcements

- a. Next School Board Meeting is 25 February at 7pm at the School Board office
- b. Special Presentation - Learning Support Services – February 27, 7:00pm-8:30pm – watch for details on FB
- c. Parent Ed – Balancing Risk and Safety – March 4th
- d. Organizing Against Racism and Hate: A Community Dialogue – Mar 1, 9am-11:30am
- e. Next meeting General Meeting 12 March, 7pm-9pm, April 16th

Adjournment 20:35

DPAC General Account

January 31, 2020

Income	Budgeted	Actual
Opening Bank Account Balance		\$45,624.82
Service Charge Reversal		\$4.95
Total Income		\$4.95
Expenses	Budgeted	Actual
Chq # 366		\$294.95
Monthly Plan Fee		\$4.95
Total Expenses		\$299.90
Account Balance		\$45,329.87
<u>Cheques not yet cleared.</u>		
Chq#	AMT	
347	\$22.23	EM Feb 6
TOTAL	\$22.23	
Emergency Preparedness Funds Allocated	\$14,400	
Emergency Preparedness Funds Used	\$3,820.17	
Emergency Preparedness Funds Remaining. ***	\$10,579.83	
Funds Remaining:		\$34,727.81

DPAC Gaming Account

January 31, 2020

Income	Actual
Opening Bank Account Balance	\$1,102.02
Total Income	\$1,102.02
Expenses	Actual
Service Charge	\$1.95
Total Expenses	\$1.95
Account Balance	\$1,100.07
<u>Cheques not yet cleared.</u>	
TOTAL	\$0.00
Funds Remaining:	\$1,100.07



January 20, 2020

To Mayor and Council, Langley City and Township of Langley:

As you are likely aware, communities across Canada are finding themselves unexpectedly struggling with an increasingly concerning situation, as vaping use becomes an epidemic among our youth.

At the October 17th 2019 Langley District Parent Advisory Council General Meeting, our membership (consisting of 45 parent representatives from each of our elementary, middle and high schools) directed the DPAC Executive to write a letter urging both our Langley local governments to take action on the growing concern around our children's access to vaping and e-cigarettes materials and paraphernalia. Parents are calling for immediate action from our local government(s) to address this epidemic.

Recent Canadian estimates suggest that a third of students in grades 10 through 12 are vaping, outpacing tobacco use at an alarming rate. Langley DPAC is pleased to see the Provincial Government take action by placing restrictions on access, flavouring, nicotine content, packaging and advertising in an effort to protect youth from the risks associated with vaping use.

Studies show that the number of youth who are regularly engaging in vaping is alarming as is the recent health based evidence linking vaping to several dangerous and acute health impacts (including potentially fatal conditions). As a result of this, many municipalities are starting to take aggressive measures to halt youth vaping.

We strongly encourage our local government(s) to take an equally strong stance by changing bylaws to ensure that businesses within a 2 kilometre radius of a school are restricted from selling vape products. We are well aware that vape products in general are restricted to youth under the age of 19, however, the proximity of some stores to schools and the lack of proper enforcement efforts means youth manage to purchase products, regardless and are exposed to intense marketing efforts designed specifically to entice youth into purchasing and experimenting with these addictive and potentially dangerous products.

With respect, the parents of the Langley community are calling on our elected officials to take measures to protect the health and wellness of our youth.

If you require more information please don't hesitate to contact me directly at president@langleydpac.ca or at 604.617.5140.

Sincerely,

Alicia Rempel
President/Chair
Langley District Parent Advisory Council
4875 222nd St
Langley, BC V3A 3Z7
www.langleydpac.ca

ya:yəstəl' (Aboriginal Advisory Committee) Meeting

Date: Friday, February 28, 2020

Location: Fort Langley Elementary

Attendees: Mike Pue Donna Robins Janet Stromquist
 Julie Allen Katie Pearson Glen Ohs
 Susanne Perreault Lekeyten

Topics Discussed:

February Health & Wellness Family Gathering

Those present shared highlights & experiences from the February Health & Wellness Family Gathering that was held on February 21 at HD Stafford Middle School. Approximately 400 people attended and enjoyed the information booths from community partners, hoop dancing from the daughter of a former employee of the program. Families were also able to participate in a variety of health promoting activities like soccer, yoga and zumba.

Aboriginal Education Enhancement Agreement Consultation Meetings

We had scheduled four consultation meetings in April as part of the joint process between the district and ya:yəstəl' to renew the Aboriginal Education Enhancement Agreement. These have since been postponed due to the ongoing COVID 19 global pandemic and will be rescheduled. One meeting will be for the partner groups and families that support children-in-care. The other three meetings will be for family of schools:

- at Aldergrove Community Secondary for families from DWP, ACSS, and Vanguard
- at Brookwood Secondary for families from BSS, LSS and Langley Fundamental
- at RE Mountain Secondary for families of REMSS, WGSS and Langley Fine Arts

Following these meetings, a committee will be formed to go over the information gathered and create the new document. This will be followed by a celebratory gathering to mark the official signing of the document.



DISTRICT LGBTQ+ COMMITTEE MEETING

MINUTES

Monday, January 27th, 2020

4:00 P.M. TO 5:30 P.M.

SBO – Board Room

Present:

Renge Bailie	SD35 Student Support Services
Jessica Bain	LPVPA
Brian Leonard	LPVPA
David Tod	Trustee
Diane Courtney	LTA
Elizabeth Beacom	Exempt/Mgmt. Rep
Gold Janzen	LPVPA
Janine Orlando	Middle School Counselling
Zofia Switkowski	Restorative Action Program
Rod Ross	Trustee

Regrets:

Mal Gill	SD35 Assistant Superintendent, Chair
Geraldine McManus	DPAC
Marla Coulas	Secondary School Counselling
LisaMarie Fraser	LPVPA
Tanya Kerr	LTA President
Kylie Mantei	LTA
Darren Storsley	LTA
David Sandquist	LTA
Cheryl Gabriel	Kwantlen First Nation
Debbie Reimer	CUPE 1260
Amanda Doran	CUPE 1260

-
- 1. Roundtable Introductions**
 - 2. Approval of the Minutes - None**
 - 3. Old Business**

- Sidewalk Project – None to Date

- 4. Ongoing Business – None**

District Student GSA

- Still looking towards to doing something with any students who identify – possibly looking at a spring event. Renge will send out a survey to youth to find out what their needs are.

SOGI - School Leads – No updates

SOGI - Updates – No updates

SOGI – Trainings - None

SOGI – Regional Meetings

Jessica has agreed to take on the Regional Meetings for us, which includes Langley to Hope and Delta. This starts in February.

5. New Business

“Be an Ally” Campaign

- A good theme to use for all different diversities.
- Official kick off is Diversity and Respect Week (Feb. 24 – 28, 2020)
- Some schools/staff could use some help generating ideas, there a One Note binder was created (and being added to all the time by staff) to support schools with resources, lesson plans or week plan ideas.
- Jessica has also been working on creating inclusive stickers/buttons.

The One Note resource was shared with the committee:

https://langleyschoolsca-my.sharepoint.com/:o/g/personal/rbailie_sd35_bc_ca/EIpqKVsKI9JmDRUEAAmL1EBEr6w5FblJas9QtXP_U-Xaw?e=Z596qP

Renge will send it out to the committee as well as put it in “in The Loop”

Survey Results from Oct./Nov. 2019

- All the SOGI reps and LEADS in the province were asked to participate in a survey that takes place both in the Fall and the Spring. The surveys are done through the ARC Foundation. We received responses from many SOGI reps in our district. 53% of Leads are part of a team at their location (as opposed to working alone). Some of the same concerns from SOGI reps are still there for example – fear of what the parent’s response will be when teaching topics.
- Additionally, SOGI reps felt there was a barrier in that they needed more time to work together. GSA sponsor staff are looking for what do you do with their students each week (what to do in a elementary Diversity Club ideas wanted). How to have leads connect when there is ability to release people to work together? Perhaps a digital collaboration document could be made? The reps enjoy receiving the SOGI 123 newsletters. This is something that could be worked on collaboratively with other districts.

Next steps/projects

- What do we want to do with the “Be an Ally” campaign? What do we want to do next (focus our attention)? Do we just focus on Diversity and Respect week? After much discussion, the determined that the “Be an Ally Theme” should continue on, not just for one week but into next year as well. The group felt that a poster contest could be offered. The graphics could then be turned into a banner or flag (so it would be more visible than a poster) Or a t-shirt could be made out of the winning art – perhaps it becomes the t-shirt for the next Diversity and Respect week? A logo contest? Further suggestion - could we then take whoever’s piece is chosen to work with a professional graphic artist to take it to the next level?

“How do we share out why this work continues and is important? “

- Janine - Regarding suicides...She reached out to SPEAC (Suicide, prevention, education and counselling), but they did not have a lot of stats this way. She then spoke the RCMP, however they did not have stats to link to their files as to LGBTQ. There are Canada wide stats like Youth and Mental Health, Egale.ca, and a document called “Not Yet Equal” (document through McCreary Centre), National Institute of Health compared the Canadian Population with LGBTQ Youth. Unfortunately, there are not a lot of local stats. Janine suggested to RCMP/Police departments as a way of capturing data.
- Elizabeth mentioned studies in USA on Trans youth mental health study about 5 years in going for the next five years.
- The team looked at an already created poster that could be shared in the schools to highlight the importance of continuing this work.

Please see attachment “SARAVYC LGBTQ-Students-in-BCfact sheet infographic FINAL”

Next Meeting: April 6th, 2020 - 4:00 - 5:30 PM

Integrity, Excellence, Courage, Community

Inclusive Education Meeting Minutes

Monday, February 10, 2020
1:00pm @ School Board Office Room 306

Integrity, Excellence, Courage, Community

Present:

Alison Nicol	Encompass Support Services Society
Balan Moorthy	LPVPA
Dan Collins	Inclusion Langley Society
Daniel Sheriff	Ministry of Children & Family Development
Ellen Bornowsky	LTA
Katie Pearson	Lower Fraser Valley Aboriginal Society
Mal Gill	SD35 Assistant Superintendent, Chair
Mike Morgan	SD35 Learning Support Services
Mike Pue	SD35 Aboriginal Education
Raylene Schallock	CUPE 1260
Sanjeev Nand	Langley Community Services Society
Suzanne Perreault	Trustee
Tamira Burton	Fraser Health

Regrets:

Chief Marilyn Gabriel	Kwantlen First Nation
Crystal Salter	Langley Public Health
Elise Rehnby	LPVPA
Rebecca Hardin	DPAC
Renge Bailie	SD35 Student Support Services
Todd Paquette	CUPE 1851

1. Welcome and Introductions—Mal Gill (see sign in sheet for attendees and organization)
2. Student Presentation – WGSS
 - a. Call to Action from the Human Dignity Forum and the WGSS student response.
 - b. Students read a call to action statement
 - c. Took questions
 - d. Invited to present at DPAC and at the Public Board Meeting
3. What is Inclusion: Shared by Michael Morgan
 - a. Michael discussed the district’s definition of inclusion
 - i. Students: *“Nobody is made to feel bad about who they are where they are!”* from- **Human Dignity Forum - Youth Gathering**
 - ii. *“All students belong in academically and socially nurturing environments with their peers”* from – **Langley School District**
4. Success rates: (Mal)
 - a. Shared current transition rates for students with diverse needs:
 - i. 71% - 6yr graduation rate

Inclusive Education Meeting Minutes

Monday, February 10, 2020
1:00pm @ School Board Office Room 306

5. Committee Direction/ Next steps- Mal
 - a. History of the committee / Terms of Reference
 - b. District Reporting Out to Partner Groups
 - c. Current initiatives:
 - i. Action plans for learning
 - ii. Ensouling Our Schools
 - 1) *Response to Intervention*
 - 2) *Universal Design for Learning*
 - 3) *Positive Behaviour Response Intervention system*
 - d. Who should be at the table and what should be our mandate? (Mal)
 - i. All partners are interested in continuing with the committee
 - ii. Should be a feedback mechanism so that District is listening to partner groups (all are working with our students)
 - iii. Meetings can be hosted at sites away from School District
 - iv. District will be represented by Mal Gill (Assistant Superintendent)
 - v. Other members from District will be ad hoc (depending upon need)

6. Next Meeting: April 20, 2020



STAFF REPORT

DATE: April 21, 2020
TO: Board of Education
FROM: Brian Iseli, Secretary-Treasurer
SUBJECT: Board Meeting Schedule 2020-2021

RECOMMENDED MOTION:

That the Board of Education approves the Board Meeting Schedule for the 2020/2021 school year as presented.

BACKGROUND:

Attached to this report is the Board Meeting Schedule for the 2020/2021 school year for the Board's approval.



BOARD / COMMITTEE MEETINGS SCHEDULE – 2020/2021

September 8	In Camera	5:00
September 15	Audit	3:30
September 15	Finance & Facilities	5:00
September 22	Board Meeting	5:30 pm In Camera / 7:00 pm Regular
October 6	Education/Strategic Plan	4:00
October 13	Policy	3:00
October 13	Finance & Facilities	5:00
October 20	Board Meeting	5:30 pm In Camera/7:00 pm Regular
November 17	Board Meeting	5:30 pm In Camera / 7:00 pm Regular
December 1	Education/Strategic Plan	4:00
December 1	Finance and Facilities	6:00
December 8	Audit	3:30
December 15	Board Meeting	5:30 pm In Camera/7:00 pm Regular
January 12	Policy	3:00
January 12	Education/Strategic Plan	4:00
January 19	Finance and Facilities	4:00
January 26	Board Meeting	5:30 pm In-Camera / 7:00 pm Regular
February 9	Audit	3:30
February 9	Education/Strategic Plan	4:30
February 16	Finance & Facilities	4:00
February 23	Board Meeting	5:30 pm In Camera/7:00 pm Regular
April 6	Policy	3:00
April 6	Education/Strategic Plan	4:00
April 13	Finance and Facilities	4:00
April 20	Board Meeting	5:30 pm In-Camera / 7:00 pm Regular
April 27	Audit	3:30
May 4	Policy	3:00
May 4	Education/Strategic Plan	4:00
May 11	Finance and Facilities	4:00
May 25	Board Meeting	5:30 pm In-Camera / 7:00 pm Regular
June 1	Audit	3:30
June 1	Finance and Facilities	5:00
June 1	Budget Open House	6:00
June 8	Education/Strategic Plan	4:00
June 15	Board Meeting	5:30 pm In-Camera / 7:00 pm Regular

STAFF REPORT

DATE: April 21, 2020
TO: Board of Education
FROM: Gord Stewart, Superintendent of Schools
SUBJECT: COVID-19 Update

RECOMMENDED MOTION:

That the Board of Education receives the update on COVID-19 for information, as presented.

BACKGROUND:

Superintendent Gord Stewart will outline the actions of District staff with respect to addressing the impact of the COVID-19 virus on our educational system. Provincial updates will be shared on the “culture of fear” in communities, support for essential service workers and vulnerable students, the continuity of learning for students, and upcoming potential provincial measures to address this challenge. In addition, he will give District updates on all four of the Ministry of Education goals:

1. Health and Safety,
2. Supporting Essential Service Workers
3. Support for Vulnerable Learners, and
4. Continuity of Learning Plan

District and school-based staff have worked extremely hard to communicate with all our partner groups, support our students and families, and have tried to encourage a climate of care and support during this very difficult time. Five school hubs are operating to provide care and educational programming for Tier One Essential Service families. Steps are underway to expand these hubs as demands to access on-site school programming increases. In addition, the Langley School District Foundation is providing \$50 or greater per week in supermarket gift cards to support over 600 students. We also continue to evaluate the safety structures and protocols that are in place to enforce physical distancing at school sites. Furthermore, Instructional Services has developed a Continuity of Learning Plan that provides extensive opportunities for in-service and collaboration for staff to support students in their learning. This Plan has been shared out to the community. Additional updates and details will be provided in a PowerPoint presentation on April 21st. Circumstances continue to change with every passing day.

STAFF REPORT

DATE: April 21, 2020

TO: Board of Education

FROM: Gord Stewart, Superintendent of Schools

RESOURCE: Mark Leiper, District Principal of International Student Programs

SUBJECT: International Student Program Tuition Change

RECOMMENDED MOTION:

That the Board of Education That the Board of Education receives the report on the International Student Program Tuition Change for information, as presented.

BACKGROUND:

Board Policy No. 7002 – Admission of International Students requires the Superintendent of Schools to inform the Board of the International Student Program fee structure once yearly. The Policy requires that International Student Program students must pay for their educational program for the duration of their stay in Canada. Students registered in the program are currently required to submit a program fee of \$14,500 to cover the cost of their education program per year.

The neighbouring districts of Surrey and Abbotsford will be raising their program fee for the 2021-22 school year to \$15,500 due to the rising program fee charges in the Metro Vancouver School Districts. Langley will follow the same program fee increase.

This new program fee will allow us to maintain our competitive advantage by being lower priced than most Metro Vancouver Districts while maintaining price parity with Surrey and Abbotsford.

STAFF REPORT

DATE: April 21, 2020
TO: Board of Education
FROM: Gord Stewart, Superintendent of Schools
RESOURCE: Barry Bunyan, Assistant Superintendent, Human Resources
SUBJECT: School Calendars 2020-2021

RECOMMENDED MOTION:

That the Board of Education approves the School Calendars for the 2020-2021 school year, as presented.

BACKGROUND:

The local school calendars to be reviewed and approved are as follows (Appendix A):

1. Aldergrove Region (ACSS, BGMS, Parkside, Shortreed)
2. Elementary and Middle (except Parkside, Shortreed and Betty Gilbert Middle School)
3. Secondary Linear Schools (BSS, REMSS, WGSS)
4. Secondary Semester Schools (DWP, LSS, Vanguard)
5. Langley Fine Arts School
6. Langley Fundamental Middle and Secondary School
7. Langley Education Centre
8. Simonds and U-Connect

Relevant Legislation

Approved school calendars will be made public in the month of May 2020, as per Bill 36 section 87.01(9) and 87.01(10):

87.01(9) Subject to subsection (10), a board must, at least one month before the expiration of the current school calendar, make available to the public the school calendar or school calendars, as applicable, submitted to the minister under subsection (5) or (6).

87.01(10) If the minister amends a school calendar under subsection (8), a board must, at least one month before the expiration of the current school calendar, make available to the public the school calendar amended under that subsection.

All of the proposed school calendars, as presented, comply with legislation as outlined in Bill 36 and the School Calendar Regulation.

Feedback Considered

Feedback from our schools for planning purposes was received in the development of the proposed school calendars. In addition, the feedback from the community received as part of the District Calendar consultation undertaken last year was also considered in the development of next year's school calendars. The Board will recall that the majority of feedback received was regarding the difficulties of early dismissal days, placement of non-instructional days, and vacation periods.

School District #35 (Langley)
2020-2021 School Calendar
Aldergrove Region
(ACSS, BGMS, Parkside, Shortreed)

MONTH	DATE	
September	Sept 7 (M)	Labour Day (School Closed)
	Sept 8 (T)	School Opens
	Sept 25 (F)	School Improvement Day (students not in attendance)
October	Oct 12 (M)	Thanksgiving (School Closed)
	Oct 23 (F)	Professional Development Day (Provincial)
	Oct 27 (T)	1 Hour Early Dismissal Parent/Teacher Interviews
	Oct 28 (W)	1 Hour Early Dismissal Parent/Teacher Interviews
November	Nov 11 (W)	Remembrance Day (School Closed)
	Nov 23 (M)	Report Card Prep/Design and Assessment Day (students not in attendance)
	Nov 30 (M)	Report Cards Issued (ACSS)
December	Dec 11 (F)	Report Cards Issued (BGMS, Parkside, Shortreed)
	Dec 18 (F)	Last Day Prior to Winter Break
January	Jan 5 (T)	School Re-Opens After Winter Break
February	Feb 1 (M)	Semester 2 Begins (ACSS)
	Feb 5 (F)	Report Cards Issued (ACSS)
	Feb 12 (F)	Professional Development Day (District)
	Feb 15 (M)	Family Day (School Closed)
	Feb 22 (M)	Report Card Prep/Design and Assessment Day (students not in attendance)
March	Mar 5 (F)	Report Cards Issued (BGMS, Parkside, Shortreed)
	Mar 10 (W)	1 Hour Early Dismissal Parent/Teacher Interviews
	Mar 11 (Th)	1 Hour Early Dismissal Parent/Teacher Interviews
	Mar 12 (F)	Last Day Prior to Spring Break
	March 29 (M)	School Re-Opens After Spring Break
April	Apr 2 (F)	Good Friday (School Closed)
	Apr 5 (M)	Easter Monday (School Closed)
	Apr 26 (M)	Report Cards issued (ACSS)
May	May 21 (F)	Professional Development Day (District)
	May 24 (M)	Victoria Day (School Closed)
June	Jun 29 (T)	Final Report Card & Last Day for Students Prior to Summer Vacation
	Jun 30 (W)	Administrative Day (students not in attendance)
July / August		Summer Session

School District #35 (Langley)
2020-2021 School Calendar
Elementary/Middle Schools
(Except Parkside, Shortreed and Betty Gilbert)

MONTH	DATE	
September	Sept 7 (M)	Labour Day (School Closed)
	Sept 8 (T)	School Opens
	Sept 25 (F)	School Improvement Day (students not in attendance)
October	Oct 12 (M)	Thanksgiving (School Closed)
	Oct 23 (F)	Professional Development Day (Provincial)
	Oct 27 (T)	1 Hour Early Dismissal Parent/Teacher Interviews
	Oct 28 (W)	1 Hour Early Dismissal Parent/Teacher Interviews
November	Nov 11 (W)	Remembrance Day (School Closed)
	Nov 23 (M)	Report Card Prep/Design and Assessment Day (students not in attendance)
December	Dec 11 (F)	Report Cards Issued
	Dec 18 (F)	Last Day Prior to Winter Break
January	Jan 5 (T)	School Re-Opens After Winter Break
February	Feb 12 (F)	Professional Development Day (District)
	Feb 15 (M)	Family Day (School Closed)
	Feb 22 (M)	Report Card Prep/Design and Assessment Day (students not in attendance)
March	Mar 5 (F)	Report Cards Issued
	Mar 10 (W)	1 Hour Early Dismissal Parent/Teacher Interviews
	Mar 11 (Th)	1 Hour Early Dismissal Parent/Teacher Interviews
	Mar 12 (F)	Last Day Prior to Spring Break
	March 29 (M)	School Re-Opens After Spring Break
April	Apr 2 (F)	Good Friday (School Closed)
	Apr 5 (M)	Easter Monday (School Closed)
May	May 14 (F)	Professional Development Day (RC Garnett only)
	May 21 (F)	Professional Development Day (District)
	May 24 (M)	Victoria Day (School Closed)
June	Jun 29 (T)	Final Report Card & Last Day for Students Prior to Summer Vacation
	Jun 30 (W)	Administrative Day (students not in attendance)
July / August		Summer Session

SD35 Board of Education Meeting
DRAFT April 21, 2020

School District #35 (Langley)
2020-2021 School Calendar
Langley Education Centre
(Langley Online & Distributed Learning, CHOICES)

MONTH	DATE	
September	Sept 7 (M)	Labour Day (School Closed)
	Sep 9 (W)	First Day of Fall Session Classes
October	Oct 12 (M)	Thanksgiving (School Closed)
November	Nov 11 (W)	Remembrance Day (School Closed)
	Nov 12 (Th)	Professional Development Day (students not in attendance)
December	Dec 16 (W)	Last Day Prior to Winter Break
	Dec 17 (Th)	Report Card Prep Day/Design and Assessment Day (students not in attendance)
January	Jan 5 (T)	School Improvement Day (students not in session)
	Jan 6 (W)	First Day of Winter Session Classes
	Jan 11 (M)	Fall Session Report Cards Issued
February	Feb 15 (M)	Family Day (School Closed)
	Feb 16 (T)	Professional Development Day (students not in attendance)
March	Mar 12 (F)	Last Day Prior to Spring Break
	March 29 (M)	School Re-Opens After Spring Break
April	Apr 2 (F)	Good Friday (School Closed)
	Apr 5 (M)	Easter Monday (School Closed)
	Apr 6 (T)	Professional Development Day (students not in attendance)
	Apr 29 (Th)	Last Day of Winter Session Classes
May	May 3 (M)	Report Card Prep Day/Design and Assessment Day (students not in attendance)
	May 5 (W)	First Day of Spring Session Classes
	May 10 (M)	Winter Session Report Cards Issued
	May 24 (M)	Victoria Day (School Closed)
June	Jun 23 (W)	Last Day for Students Prior to Summer Vacation
	Jun 29 (T)	Final Report Cards Issued
	Jun 30 (W)	Administrative Day (students not in attendance)
July / August		Summer Session

*Most LEC classes run on a four day schedule (Monday to Thursday) so the Pro D Days & the Ministry Non-Instructional Day have been shifted compared to other schools in the District.

SD35 Board of Education Meeting
DRAFT April 21, 2020

School District #35 (Langley)
2020-2021 School Calendar
Langley Fine Arts (All Students)

MONTH	DATE	
September	Sept 7 (M)	Labour Day (School Closed)
	Sept 8 (T)	School Opens
	Sept 25 (F)	School Improvement Day (students not in attendance)
October	Oct 12 (M)	Thanksgiving (School Closed)
	Oct 23 (F)	Professional Development Day (Provincial)
	Oct 27 (T)	1 Hour Early Dismissal Parent/Teacher Interviews
	Oct 28 (W)	1 Hour Early Dismissal Parent/Teacher Interviews
November	Nov 11 (W)	Remembrance Day (School Closed)
	Nov 23 (M)	Report Card Prep/Design and Assessment Day (students not in attendance)
	Nov 30 (M)	Term 1 Report Cards Issued
December	Dec 18 (F)	Last Day Prior to Winter Break
January	Jan 5 (T)	School Re-Opens After Winter Break
February	Feb 1 (M)	Semester 2 Begins
	Feb 5 (F)	Semester 1 Report Cards Issued (Grades 6-12)
	Feb 12 (F)	Professional Development Day (District)
	Feb 15 (M)	Family Day (School Closed)
	Feb 22 (M)	Report Card Prep/Design and Assessment Day (Grades K-5) *Grades 6-12 students in attendance
March	Mar 5 (F)	Term 2 Report Cards Issued (Grades K-5)
	Mar 10 (W)	1 Hour Early Dismissal Parent/Teacher Interviews
	Mar 11 (Th)	1 Hour Early Dismissal Parent/Teacher Interviews
	Mar 12 (F)	Last Day Prior to Spring Break
	March 29 (M)	School Re-Opens After Spring Break
April	Apr 2 (F)	Good Friday (School Closed)
	Apr 5 (M)	Easter Monday (School Closed)
	Apr 19 (M)	Report Card Prep/Design and Assessment Day (Grades 6-12) *Grades K-5 students in attendance
	Apr 26 (M)	Term 1 Semester 2 Report Cards Issued (Grades 6-12)
May	May 21 (F)	Professional Development Day (District)
	May 24 (M)	Victoria Day (School Closed)
June	Jun 29 (T)	Final Report Card & Last Day for Students Prior to Summer Vacation
	Jun 30 (W)	Administrative Day (students not in attendance)
July / August		Summer Session

SD35 Board of Education Meeting
DRAFT April 21, 2020

School District #35 (Langley)
2020-2021 School Calendar
Langley Fundamental Middle and Secondary School

MONTH	DATE	
September	Sept 7 (M)	Labour Day (School Closed)
	Sept 8 (T)	School Opens
	Sept 25 (F)	School Improvement Day (students not in attendance)
October	Oct 12 (M)	Thanksgiving (School Closed)
	Oct 23 (F)	Professional Development Day (Provincial)
	Oct 27 (T)	1 Hour Early Dismissal Parent/Teacher Interviews
	Oct 28 (W)	1 Hour Early Dismissal Parent/Teacher Interviews
November	Nov 11 (W)	Remembrance Day (School Closed)
	Nov 23 (M)	Report Card Prep/Design and Assessment Day (students not in attendance)
	Nov 30 (M)	Report Cards Issued (Semester)
December	Dec 11 (F)	Report Cards Issued (Linear)
	Dec 18 (F)	Last Day Prior to Winter Break
January	Jan 5 (T)	School Re-Opens After Winter Break
February	Feb 1 (M)	Semester 2 Begins
	Feb 5 (F)	Report Cards Issued (Semester)
	Feb 12 (F)	Professional Development Day (District)
	Feb 15 (M)	Family Day (School Closed)
March	Mar 10 (W)	1 Hour Early Dismissal Parent/Teacher Interviews
	Mar 11 (Th)	1 Hour Early Dismissal Parent/Teacher Interviews
	Mar 12 (F)	Last Day Prior to Spring Break
	March 29 (M)	School Re-Opens After Spring Break
April	Apr 2 (F)	Good Friday (School Closed)
	Apr 5 (M)	Easter Monday (School Closed)
	Apr 19 (M)	Report Card Prep/Design and Assessment Day (students not in attendance)
	Apr 26 (M)	Report Cards Issued
May	May 21 (F)	Professional Development Day (District)
	May 24 (M)	Victoria Day (School Closed)
June	Jun 29 (T)	Final Report Card & Last Day for Students Prior to Summer Vacation
	Jun 30 (W)	Administrative Day (students not in attendance)
July / August		Summer Session

SD35 Board of Education Meeting
DRAFT April 21, 2020

School District #35 (Langley)
2020-2021 School Calendar
Linear Secondary Schools
(BSS, REMSS, WGSS)

MONTH	DATE	
September	Sept 7 (M)	Labour Day (School Closed)
	Sept 8 (T)	School Opens
	Sept 25 (F)	School Improvement Day (students not in attendance)
October	Oct 12 (M)	Thanksgiving (School Closed)
	Oct 23 (F)	Professional Development Day (Provincial)
	Oct 27 (T)	1 Hour Early Dismissal Parent/Teacher Interviews
	Oct 28 (W)	1 Hour Early Dismissal Parent/Teacher Interviews
November	Nov 11 (W)	Remembrance Day (School Closed)
	Nov 23 (M)	Report Card Prep/Design and Assessment Day (students not in attendance)
December	Dec 11 (F)	Report Cards Issued
	Dec 18 (F)	Last Day Prior to Winter Break
January	Jan 5 (T)	School Re-Opens After Winter Break
February	Feb 12 (F)	Professional Development Day (District)
	Feb 15 (M)	Family Day (School Closed)
	Feb 22 (M)	Report Card Prep/Design and Assessment Day (students not in attendance)
March	Mar 5 (F)	Report Cards Issued
	Mar 10 (W)	1 Hour Early Dismissal Parent/Teacher Interviews
	Mar 11 (Th)	1 Hour Early Dismissal Parent/Teacher Interviews
	Mar 12 (F)	Last Day Prior to Spring Break
	March 29 (M)	School Re-Opens After Spring Break
April	Apr 2 (F)	Good Friday (School Closed)
	Apr 5 (M)	Easter Monday (School Closed)
May	May 21 (F)	Professional Development Day (District)
	May 24 (M)	Victoria Day (School Closed)
June	Jun 29 (T)	Final Report Card & Last Day for Students Prior to Summer Vacation
	Jun 30 (W)	Administrative Day (students not in attendance)
July / August		Summer Session

SD35 Board of Education Meeting
DRAFT April 21, 2020

School District #35 (Langley)
2020-2021 School Calendar
Semester Secondary Schools
(DWP, LSS, Vanguard)

MONTH	DATE	
September	Sept 7 (M)	Labour Day (School Closed)
	Sept 8 (T)	School Opens
	Sept 25 (F)	School Improvement Day (DWP and LSS only) (students not in attendance)
October	Oct 12 (M)	Thanksgiving (School Closed)
	Oct 23 (F)	Professional Development Day (Provincial)
	Oct 27 (T)	1 Hour Early Dismissal Parent/Teacher Interviews
	Oct 28 (W)	1 Hour Early Dismissal Parent/Teacher Interviews
November	Nov 11 (W)	Remembrance Day (School Closed)
	Nov 23 (M)	Report Card Prep/Design and Assessment Day (students not in attendance)
	Nov 30 (M)	Term 1 Semester 1 Report Cards Issued
December	Dec 18 (F)	Last Day Prior to Winter Break
January	Jan 5 (T)	School Re-Opens After Winter Break
February	Feb 1 (M)	Semester 2 Begins
	Feb 5 (F)	Report Cards Issued
	Feb 11 (Th)	School Improvement Day (Vanguard only) (students not in attendance)
	Feb 12 (F)	Professional Development Day (District)
	Feb 15 (M)	Family Day (School Closed)
March	Mar 10 (W)	1 Hour Early Dismissal Parent/Teacher Interviews
	Mar 11 (Th)	1 Hour Early Dismissal Parent/Teacher Interviews
	Mar 12 (F)	Last Day Prior to Spring Break
	March 29 (M)	School Re-Opens After Spring Break
April	Apr 2 (F)	Good Friday (School Closed)
	Apr 5 (M)	Easter Monday (School Closed)
	Apr 19 (M)	Report Card Prep/Design and Assessment Day (students not in attendance)
	Apr 26 (M)	Term 1 Semester 2 Report Cards Issued
May	May 21 (F)	Professional Development Day (District)
	May 24 (M)	Victoria Day (School Closed)
June	Jun 29 (T)	Final Report Card & Last Day for Students Prior to Summer Vacation
	Jun 30 (W)	Administrative Day (students not in attendance)
July / August		Summer Session

School District #35 (Langley)
2020-2021 School Calendar
Simonds & U-Connect

MONTH	DATE	
September	Sept 7 (M)	Labour Day (School Closed)
	Sept 8 (T)	School Opens
	Sept 25 (F)	School Improvement Day (students not in attendance)
October	Oct 12 (M)	Thanksgiving (School Closed)
	Oct 23 (F)	Professional Development Day (Provincial)
	Oct 27 (T)	1 Hour Early Dismissal Parent/Teacher Interviews
	Oct 28 (W)	1 Hour Early Dismissal Parent/Teacher Interviews
November	Nov 11 (W)	Remembrance Day (School Closed)
	Nov 23 (M)	Report Card Prep/Design and Assessment Day (students not in attendance)
	Nov 30 (M)	Report Cards Issued (U-Connect 8-12)
December	Dec 11 (F)	Report Cards Issued (Simonds & U-Connect K-7)
	Dec 18 (F)	Last Day Prior to Winter Break
January	Jan 5 (T)	School Re-Opens After Winter Break
February	Feb 1 (M)	Semester 2 Begins (U-Connect 8-12)
	Feb 5 (F)	Report Cards Issued (U-Connect 8-12)
	Feb 12 (F)	Professional Development Day (District)
	Feb 15 (M)	Family Day (School Closed)
	Feb 22 (M)	Report Card Prep/Design and Assessment Day (Simonds and U-Connect K-7) *U-Connect Grades 8-12 students in attendance
March	Mar 5 (F)	Report Cards Issued (Simonds & U-Connect K-7)
	Mar 10 (W)	1 Hour Early Dismissal Parent/Teacher Interviews
	Mar 11 (Th)	1 Hour Early Dismissal Parent/Teacher Interviews
	Mar 12 (F)	Last Day Prior to Spring Break
	Mar 29 (M)	School Re-opens after Spring Break
April	Apr 2 (F)	Good Friday (School Closed)
	Apr 5 (M)	Easter Monday (School Closed)
	Apr 12 (M)	Report Card Prep/Design and Assessment Day (U-Connect) Simonds students in attendance
	Apr 19 (M)	Professional Development Day (U-Connect) *Simonds in attendance
	Apr 26 (M)	Report Cards Issued (U-Connect 8-12)
May	May 21 (F)	Professional Development Day (Simonds) *U-Connect K-12 in attendance
	May 24 (M)	Victoria Day (School Closed)
June	Jun 29 (T)	Final Report Card & Last Day for Students Prior to Summer Vacation
	Jun 30 (W)	Administrative Day (students not in attendance)
July / August		Summer Session

STAFF REPORT

DATE: April 21, 2020
TO: Board of Education
FROM: Brian Iseli, Secretary-Treasurer
SUBJECT: Annual Facilities Grant 2020/2021

RECOMMENDED MOTION:

That the Board of Education approves the Annual Facilities Grant 2020/2021 spending plan as presented.

BACKGROUND:

The Ministry of Education provides funding in the form of an Annual Facilities Grant for the purpose of maintenance and capital work on our facilities. The grant is provided on the basis of the Ministry's fiscal year (April 1 to March 31). The Ministry allocates funding from both its operating budget and its capital budget to support the AFG grant to districts. The year's approved grant for 2020/2021 (April 1, 2020 to March 31, 2021) is comprised of an operating portion (\$680,178) and a capital portion (\$2,663,325) for a total of \$3,343,503. As in the past, \$50,661 for CAMS will be extracted from the operating component by the Ministry, leaving a balance of \$3,292,842. The attached AFG Expenditure Plan (attachment 1), representing this total of \$3,343,503 is being presented tonight for the Board's approval. Also attached to this report is the Ministry of Education's Annual Facilities Grant Policy (attachment 2).

Note: CAMS (Capital Asset Management System) is a Ministry initiative. The funding is to pay for revised facility audits which are regularly taking place throughout the province. The Ministry revamped the Facility Audit process and tendered for the inspection portion of the work. The \$50,661 is determined by the Ministry and their tendering process will cover the inspections and reports for our District.

SCHOOL DISTRICT NO. 35 (LANGLEY)
ANNUAL FACILITIES GRANT - PROJECT ESTIMATES
FOR THE FUNDING PERIOD APRIL 1, 2020 TO MARCH 31, 2021

	Project Index	Project Description	Project Details and Notes	Location	Work Orders	GL Account	Status	Labour Hours	Budget	Non-Budget	Total Estimate
Roof Replacements	B-10.01	Replacement of sections Roofing	ACSS HVAC penthouses and priority areas	ACSS/TBA			Active		430,000.00	-	430,000.00
Roof Replacements	B-10.02	Roofing repairs	priority areas	Various TBA			Active		47,237.00	-	47,237.00
Roof Replacements	B-10.03	Drawings, specs and consulting	priority roofing projects	TBA			Active		30,000.00	-	30,000.00
Roof Replacements	B-10.04	Hazard testing for Roofing	required for contract work	BSS/HDS/Willoughby/Po rtables			Active		5,000.00	-	5,000.00
Functional Improvements	B-15.01	Centronic Door Holders	Failing, needs replacement	TBA, high schools			Active		10,000.00	-	10,000.00
Functional Improvements	B-15.02	(DLT)Tectum board		ACSS			Active		70,000.00	-	70,000.00
Functional Improvements	B-15.03	Door and door hardware	aged out, needing replacement	BSS/Parkside/Uplands/P eterson/Simonds/Glenw ood/etc			Active		154,000.00	-	154,000.00
Functional Improvements	B-15.04	Capital Asset Management System		All			Active		50,661.00	-	50,661.00
Electrical System Upgrades	B-20.01	Lighting upgrade LED	Hydro grant	WGSS			Active		230,000.00	-	230,000.00
Electrical System Upgrades	B-20.02	Lighting upgrade	Hydro grant	Glenwood			Active		70,000.00	-	70,000.00
Electrical System Upgrades	B-20.03	Vault maintenance	Scheduled maintenance	Various, TBA			Active		9,000.00	-	9,000.00
Electrical System Upgrades	B-20.04	Genset load testing	Scheduled maintenance	SBO WGSS ACSS HDS			Active		5,000.00	-	5,000.00
Electrical System Upgrades	B-20.05	Burg Panel Switch Over	technology upgrade	Various			Active		46,000.00	-	46,000.00
Disabled Access	B-25.01	Disabled Access	Accessible washrooms/ramps/ access	TBA			Active		50,000.00	-	50,000.00
Facility Upgrades	B-30.01	(DLT)Office Reno	DLT	Douglas Park/HDS			Active		30,000.00	-	30,000.00
Facility Upgrades	B-30.02	Gym floor replacement	ongoing problems with surface needs replacement	Blacklock			Active		60,000.00	-	60,000.00
Facility Upgrades	B-30.03	Flooring replacement	priority areas	Various, TBA			Active		80,000.00	-	80,000.00
Facility Upgrades	B-30.04	Window seals and hardware replacement Skylights	priority areas	Various, TBA			Active		25,000.00	-	25,000.00
Facility Upgrades	B-30.05	Exterior paint	Scheduled	Shortreed			Active		50,000.00	-	50,000.00
Facility Upgrades	B-30.06	Exterior paint	Scheduled	Douglas Park			Active		65,000.00	-	65,000.00
Facility Upgrades	B-30.07	building envelope	leaking mulitple locations, needs repair	LSS Castle lobby/old gym block			Active		600,000.00	-	600,000.00
Facility Upgrades	B-30.08	Gym floor re surfacing	scheduled maintenance	Various			Active		42,000.00	-	42,000.00
Facility Upgrades	B-30.09	crawlspace upgrades	drywall fire separations needed, removed due to moisture issues	betty gilbert			Active		10,000.00	-	10,000.00
Facility Upgrades	B-30.10	Exterior building repairs	various repairs required on exterior LOU repaints	North Otter, LFES, West Langley, PEMS			Active		40,000.00	-	40,000.00
Facility Upgrades	B-30.11	Server room	required for security of server	Maintenance			Active		15,000.00	-	15,000.00
Facility Upgrades	B-30.12	Cladding	Rotten upper siding needs replacement	Parkside			Active		15,000.00	-	15,000.00
Facility Upgrades	B-30.13	Lead Testing for exterior painting					Active		500.00	-	500.00
Asbestos Abatement	B-35.01	Asbestos abatement		TBA			Active		60,000.00	-	60,000.00

SCHOOL DISTRICT NO. 35 (LANGLEY)
ANNUAL FACILITIES GRANT - PROJECT ESTIMATES
FOR THE FUNDING PERIOD APRIL 1, 2020 TO MARCH 31, 2021

	Project Index	Project Description	Project Details and Notes	Location	Work Orders	GL Account	Status	Labour Hours	Budget	Non-Budget	Total Estimate
Loss Prevention Projects	B-40.01	Fire alarm upgrade	Aged out, needs replacement	3 schools, TBA			Active		90,000.00	-	90,000.00
Loss Prevention Projects	B-40.02	Intrusion alarm	deferred from 19/20	ACSS			Active		5,000.00	-	5,000.00
Loss Prevention Projects	B-40.03	Fob Access school entrances	Security upgrades	Various, TBA			Active		100,000.00	-	100,000.00
Loss Prevention Projects	B-40.04	Fire safety plan	required	TBA			Active		18,000.00	-	18,000.00
Mechanical System Upgrades	B-50.01	Roof Unit removal	Units leaking, not longer needed, eliminating	Simonds			Active		15,000.00	-	15,000.00
Mechanical System Upgrades	B-50.02	Septic system upgrade	deferred from 19/20	NOEL BOOTH			Active		10,000.00	-	10,000.00
Mechanical System Upgrades	B-50.03	Gym Partition Overhaul	aged out, not functioning correctly	WGSS			Active		35,000.00	-	35,000.00
Mechanical System Upgrades	B-50.04	(DLT/Scheduled)Washroom renovations	Scheduled Belmont/Nico, DLT Peterson Road/HDS	Belmont/Nico/Peterson/HDS			Active		100,000.00	-	100,000.00
Mechanical System Upgrades	B-50.05	Custodial Rooms	Install floor sinks (ergonomics)	2 schools, TBA			Active		20,000.00	-	20,000.00
Mechanical System Upgrades	B-50.06	HVAC Chiller	needs replacement	SBO			Active		35,000.00	-	35,000.00
Mechanical System Upgrades	B-50.07	Hoist repairs including painting	needs repair prior to next inspection	Maintenance			Active		12,000.00	-	12,000.00
Mechanical System Upgrades	B-50.08	Septic Engineering	Septic needs replacment, project to go in under SEP	DWP			Active		90,000.00	-	90,000.00
Mechanical System Upgrades	B-50.09	continuous optimizing program	studies and implementation to optimizing mehanical and electrical systems	TBA			Active		40,000.00	-	40,000.00
Mechanical System Upgrades	B-50.10	Water bottle filler stations	Continuation of installation program	Various, TBA			Active		40,000.00	-	40,000.00
Mechanical System Upgrades	B-50.11	Duct cleaning	scheduled maintenance	Various, TBA			Active		74,000.00	-	74,000.00
Mechanical System Upgrades	B-50.12	Belimo Valve Replacment	scheduled replacment	Various, TBA			Active		10,000.00	-	10,000.00
Mechanical System Upgrades	B-50.13	DWP Temporary Septic field	required for compliance	DWP			Active		45,000.00	-	45,000.00
Mechanical System Upgrades	B-50.14	*Proposed Gas Shut Off Key Switch replacement	Safety, proposed by Mel, 6000 labour/6000 material	All Sites			Active		-	-	-
Site Servicing	B-55.01	Drainage	priority areas	Various, TBA			Active		50,000.00	-	50,000.00
Technology Infrastructure Upgrades	B-60.01	IT Wireless for 30 elem		30 elem			Active		95,000.00	-	95,000.00
Technology Infrastructure Upgrades	B-60.02	*Proposed increase from Richard	\$150,000 3 schools new fibre run				Active		-	-	-
Site Upgrades	B-70.01	Parking lots	priority areas	Various, TBA			Active		110,105.00	-	110,105.00
Site Upgrades	B-70.02	Fencing	end of life, needs replacement	Alice Brown			Active		25,000.00	-	25,000.00
Site Upgrades	B-70.03	Playground repairs	6 x 6, redone to to rot	TBA			Active		25,000.00	-	25,000.00

SUMMARY

Roof Replacements								-	512,237.00	-	512,237.00
Functional Improvements								-	284,661.00	-	284,661.00
Electrical System Upgrades								-	360,000.00	-	360,000.00

SCHOOL DISTRICT NO. 35 (LANGLEY)
ANNUAL FACILITIES GRANT - PROJECT ESTIMATES
FOR THE FUNDING PERIOD APRIL 1, 2020 TO MARCH 31, 2021

Project Index	Project Description	Project Details and Notes	Location	Work Orders	GL Account	Status	Labour Hours	Budget	Non-Budget	Total Estimate
	Disabled Access						-	50,000.00	-	50,000.00
	Facility Upgrades						-	1,032,500.00	-	1,032,500.00
	Asbestos Abatement						-	60,000.00	-	60,000.00
	Loss Prevention Projects						-	213,000.00	-	213,000.00
	Health and Safety Upgrades						-	-	-	-
	Mechanical System Upgrades						-	526,000.00	-	526,000.00
	Site Servicing						-	50,000.00	-	50,000.00
	Technology Infrastructure Upgrades						-	95,000.00	-	95,000.00
	Site Upgrades						-	160,105.00	-	160,105.00
	Unallocated						-	-	-	-
							-	3,343,503.00	-	3,343,503.00
	Total budget distribution per above							3,343,503.00		
	Total funding							3,343,503.00		
	Budget distribution agrees to total allocation							-		

Annual Facility Grant

Date came into force or revised

Issued May 31, 2002

Revised December 7, 2012

Status

Current Policy

Policy statement

The Annual Facility Grant is intended for annual facility projects required to maintain facility assets through their anticipated economic life and to prevent premature deterioration of these assets.

Rationale or purpose of policy

The Annual Facility Grant was originally introduced as the 'Facilities Shareable Capital Allowance' in the 1988/89 school year. In recognition of the need for routine maintenance of school facilities, especially regarding roofs, this allowance was provided as part of school boards' operating budgets as a supplementary funding source for projects regularly required to extend the life of existing facilities.

Previously, these types of minor projects were funded only through the Ministry's capital envelope, and therefore subject to competing priorities for available provincial funding for the purpose of maintaining property eligible for capital funding support.

Authority

Section 1 (1) of the [School Act \(PDF\)](#) provides definitions of annual facility grant, annual facility expenditure, and annual facility project.

Section 115.1 of the [School Act \(PDF\)](#) provides the Minister with the authority to make annual facility grants to school boards.

Section 141 (1) of the [School Act \(PDF\)](#) provides school boards with the authority to spend money on annual facility projects.

Policy in full

The amount of a board of education's annual facility grant will be calculated by the Ministry of Education using a formula based on student enrolment and average age of facilities, with an adjustment made for unique geographic factors.

A board of education may expend its annual facility grant for the purpose of:

- upgrading or replacing existing facility components throughout the expected economic life of an existing capital asset;
- enhancing the service potential of an existing capital asset or a component of an existing capital asset by correcting deficiencies in design or construction, and unsafe conditions;
- significantly lowering the associated operating costs of an existing capital asset; or
- extending the life of an existing capital asset or a component of an existing capital asset beyond its original life expectancy.

A board of education is responsible for managing its annual facility grant funds to enable any emergent health and safety expenditures to be addressed within a fiscal year.

There are 12 categories of eligible annual facility grant expenditures:

- **Roof Replacements** (including scheduled roof replacements and major roof repairs)
- **Mechanical System Upgrades** (improvements, replacements or provision of heating, ventilation, air conditioning or plumbing systems)
- **Electrical System Upgrades** (improvements or replacements of power supply and distribution systems)
- **Facility Upgrades** (improvements to protect the fabric of the plant, including exterior painting, window and door replacement, building envelope repair and replacement, structural and nonstructural seismic mitigation)
- **Loss Prevention Projects** (improvements, replacements or provision of fire protection system)
- **Functional Improvements** (improvements of school facilities related to the provision of educational programming)
- **Technology Infrastructure Upgrades** (improvements to accommodate computer and telecommunications networks)
- **Site Upgrades** (site improvements including positive site drainage; repairs to sidewalks, parking lots, site access/egress, paved work areas, paved play areas, and play fields; repairs, upgrading or replacement of playground equipment; perimeter safety fencing; contaminated soil remediation; underground storage tanks removal)
- **Disabled Access** (improvements related to access for persons with physical disabilities)
- **Asbestos Abatement**
- **Health and Safety Upgrades** (improvements related to indoor air quality, , traffic safety, and non-structural upgrades)
- **Site Servicing** (improvements, replacements or provision of sewer, drainage or water services; underground irrigation systems).

Expenditures for annual facility projects may include any associated consultant fees.

Examples of ineligible use of annual facility grants include:

- building expansions resulting in increases to gross facility area or nominal capacity
- building acquisitions
- site acquisitions
- acquisition of equipment, furnishings, personal computers and peripherals, servers, or vehicles and their accessories.

Procedures related to policy

The Annual Facility Grant (AFG) is a grant paid to Boards of Education. This grant should be placed in the annual facility grant special purpose fund.

Each board of education is encouraged to develop a long-term maintenance plan that articulates a board of education's strategy with regard to maintaining or improving the condition of facilities within its inventory of capital assets. Each board should coordinate its AFG expenditures with its regular operations and maintenance activities, local capital expenditures and any major capital replacement or rejuvenation projects.

To comply with Treasury Board direction, each school district must annually provide the Ministry with an AFG project and spending plan prior to the allocation of AFG funding. Specifically, each school district's plan will include a list of AFG projects and expenditures expected to be undertaken during the fiscal year (April 1st to March 31st).

Each school district will be granted a single Certificate of Approval (COA) for the capital allocation needed to complete the planned AFG projects. A standard capital bylaw will be required prior to the issue of the COA. In accordance with Provincial Treasury policy, draws against the COA cannot occur until capital project expenditures have been made.

At the end of each school year, boards of education must report on actual AFG expenditures as part of their audited financial statements. The Ministry may request further details with respect to annual facility projects and annual facility expenditures for a given school year.

Contact Information

If you have any questions about this policy, please contact the Capital Management Branch in the Resource Management Division.

Email:

Education.FundingDepartment@gov.bc.ca

STAFF REPORT

DATE: April 21, 2020
TO: Board of Education
FROM: Brian Iseli, Secretary-Treasurer
SUBJECT: Annual Five Year Capital Plan 2020-2021

RECOMMENDED MOTION:

That the School District No. 35 (Langley) (Capital Plan 2020/2021) Capital Bylaw No. 2020/2021-CPSD35-01 in the amount of \$1,325,000 be given first reading.

That the School District No. 35 (Langley) (Capital Plan 2020/2021) Capital Bylaw No. 2020/2021-CPSD35-01 in the amount of \$1,325,000 be given second reading.

That the Board of Education of School District No. 35 (Langley) approves having all three readings of the (Capital Plan 2020/2021) Capital Bylaw No. 2020/2021-CPSD35-01 in the amount of \$1,325,000 at tonight's meeting.

That the School District No. 35 (Langley) (Capital Plan 2020/2021) Capital Bylaw No. 2020/2021-CPSD35-01 in the amount of \$1,325,000 be given third reading, passed and adopted on this 21st day of April 2020.

BACKGROUND:

The District has received the attached response letter to their Five Year Capital Plan submission. The response letter is how the Board is informed of the capital projects approved by the Ministry of Education and boards are asked to complete an Annual Programs Funding Agreement (both attached). The Board is required to pass a capital bylaw which covers all the projects approved. The bylaw is attached for the Board's review.



March 6, 2020

Ref: 218161

To: Secretary-Treasurer and Superintendent
School District No. 35 (Langley)

Capital Plan Bylaw No. 2020/21-CPSD35-01

Re: Ministry Response to the Annual Five-Year Capital Plan Submission for 2020/21

This letter is in response to your School District's 2020/21 Annual Five-Year Capital Plan submission, submitted to the Ministry prior to June 30, 2019, and provides direction for advancing supported and approved capital projects.

The Ministry has reviewed all 60 school districts' Annual Five-Year Capital Plan submissions to determine priorities for available capital funding in the following programs:

- Seismic Mitigation Program (SMP)
- Expansion Program (EXP)
- Replacement Program (REP)
- Site Acquisition Program (SAP)
- Rural District Program (RDP)
- School Enhancement Program (SEP)
- Carbon Neutral Capital Program (CNCP)
- Building Envelope Program (BEP)
- Playground Equipment Program (PEP)
- Bus Acquisition Program (BUS)

Below you will see the major capital projects supported to proceed with Concept Plans* as well as minor capital projects from the Ministry's 2020/21 annual capital programs that are approved for funding and are able to proceed to procurement.

*Concept Plan approval is a new step required before a Project Definition Report (PDR) will be supported. Your respective Regional Director or Planning Officer will provide you with more information if you have major capital project supported to proceed to a Concept Plan.

MAJOR CAPITAL PROJECTS (SMP, EXP)

There are no new major capital projects supported to proceed to concept plan or business case.

Projects in Development from Previous Years

Project #	Project Name	Project Type
127788	North East Latimer Elementary	New School
127239	Shortreed Community Elementary	Seismic

PDRs Past Due

Project #	Project Name	Project Type	Original Due Date	Next Steps
127240	Apex/Vanguard Elementary	Seismic	January 15, 2018	Submit draft PDR as soon as possible
127817	Peter Ewart Middle	Seismic	December 31, 2019	Submit draft PDR as soon as possible

Note: If you do not see your major capital project(s) listed in the table(s) above the Ministry does not support the development of a concept plan or business case.

MINOR CAPITAL PROJECTS (SEP, CNCP, BEP, PEP, BUS)

New projects for SEP, CNCP, BEP, PEP

Facility Name	Program Project Description	Amount Funded by Ministry	Next Steps & Timing
Aldergrove Community Secondary	BEP - Building Envelope Upgrades	TBD	BC Housing will contact you regarding next steps in project development.
Peter Ewart Middle	SEP - Building Enclosure Upgrades - Window upgrades	\$400,000	Proceed to design, tender and construction. Project is to be completed by March 31, 2021.
Brookwood Secondary	SEP - Building Enclosure Upgrades - Window upgrades	\$400,000	Proceed to design, tender and construction. Project is to be completed by March 31, 2021.
DW Poppy Secondary	SEP - Building Enclosure Upgrades - Window upgrades	\$400,000	Proceed to design, tender and construction. Project is to be completed by March 31, 2021.

Topham Elementary	PEP - New - Universally Accessible Playground Equipment	\$125,000	Proceed to design, tender and construction. Project is to be completed by March 31, 2021.
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Note: An Annual Programs Funding Agreement (APFA) accompanies this Capital Plan Response Letter which outlines specific Ministry and Board related obligations associated with the approved Minor Capital Projects for the 2020/21 fiscal year as listed above.

In accordance with Section 143 of the *School Act*, Boards of Education are required to adopt a single Capital Bylaw (using the Capital Plan Bylaw No. provided at the beginning of this document) for its approved 2020/21 Five-Year Capital Plan as identified in this Capital Plan Response Letter. For additional information, please visit the Capital Bylaw website at:

<https://www2.gov.bc.ca/gov/content/education-training/k-12/administration/capital/planning/capital-bylaws>

The Capital Bylaw and the APFA must be signed, dated and emailed to Ministry Planning Officer Ravnit Aujla at Ravnit.Aujla@gov.bc.ca as soon as possible. Upon receipt the Ministry will issue Certificates of Approvals as defined in the APFA.

With the 2020/21 Capital Plan process now complete, the Capital Plan Instructions for the upcoming 2021/22 Annual Five-Year Capital Plan submission process (with supplementary intake spreadsheets) will be provided within the next few weeks. These plans are to be submitted to the Ministry no later than June 30, 2020.

Please contact your respective Regional Director or Planning Officer as per the [Capital Management Branch Contact List](#) with any questions regarding this Capital Plan Response Letter or the Ministry's capital plan process.

Sincerely,



Joel Palmer, Executive Director
Capital Management Branch

pc: Rachelle Ray, Director, Capital Projects Unit, Capital Management Branch
 Michael Nyikes, Director, Capital Programs Unit, Capital Management Branch
 Ravnit Aujla, Planning Officer, Capital Management Branch
 Hailley Honcharik, Regional Director, Capital Management Branch
 Marek Benedik, Planning Officer, Capital Management Branch
 Kyle Stratton, Planning Officer, Capital Management Branch

ANNUAL PROGRAMS FUNDING AGREEMENT

This Annual Programs Funding Agreement dated for reference the 1st day of March 2020, is in effect for the 2020/21 fiscal year period of April 1, 2020 to March 31, 2021.

BETWEEN: Her Majesty the Queen in Right of the Province of British Columbia,
represented by the Minister of Education (the "Ministry")

OF THE FIRST PART

AND: the Board of Education of School District No. 35 (Langley) (the "Board")

OF THE SECOND PART.

The parties agree as follows:

1. DEFINITIONS

1.01 In this Agreement, unless the context otherwise requires:

"Agreement" means the Annual Programs Funding Agreement;

"Board" or "Board of Education" means a board of school trustees constituted under the *School Act* [RSBC 1996] c. 412 and any person designated by the Board to act with respect to a provision of this Agreement;

"Business Day" means a day, other than a Saturday or Sunday or Statutory Holiday, on which Provincial government offices are open for normal business in British Columbia;

"Capital Funding Grant" means a funding grant authorized by the Minister of Finance in accordance with section 56.1 of the *Financial Administration Act* [RSBC1996] c. 138;

"Certificate of Approval" means the Certificate of Approval described in paragraph 3.04;

"Eligible Expenditure(s)" means those expenditure(s) areas more particularly described in paragraph 3.01;

"Event of Force Majeure" means invasion, rebellion, hostilities, sabotage, government regulations or controls, acts of God, strikes, lockouts or labour disputes that are a major disabling event or circumstance in relation to the normal operations of the party concerned as a whole that is beyond the reasonable control of the party directly affected and results in a material delay, interruption or failure by such party in carrying out its duties, covenants or obligations under this Agreement;

"Minister" means the Minister of Education, and includes the Deputy Minister of Education and any person designated by either of them to act with respect to a provision of this Agreement;

"Ministry" means the Ministry of Education of the Province of British Columbia;

"Project" means the project(s) described in paragraph 3.01;

2020/21 Annual Programs Funding Agreement for School District No. 35 (Langley)

"Schools Protection Program" means the risk management program administered and delivered by the Risk Management Branch of the Ministry of Finance in conjunction with the Ministry of Education, and includes the "Schools Protection Program Reference Manual" and all amendments and updates to the program and manual;

"Treasury Board" means the Treasury Board established under the *Financial Administration Act* [RSBC 1996] c. 138.

2. SCHEDULES

2.01 The following Schedule(s) form an integral part of this Annual Programs Funding Agreement:

- A. Communications Protocol Agreement on Capital Projects between the Ministry of Education and School Districts

3. PROVINCIAL FUNDING CONTRIBUTIONS AND OBLIGATIONS

3.01 The Ministry will provide to the Board capital funding to be used for the purposes of the following Project:

Facility Name	Program Project Description	Amount Funded by Ministry	Next Steps & Timing
Peter Ewart Middle	SEP - Building Enclosure Upgrades - Window upgrades	\$400,000	Proceed to design, tender and construction. Project is to be completed by March 31, 2021.
Brookwood Secondary	SEP - Building Enclosure Upgrades - Window upgrades	\$400,000	Proceed to design, tender and construction. Project is to be completed by March 31, 2021.
DW Poppy Secondary	SEP - Building Enclosure Upgrades - Window upgrades	\$400,000	Proceed to design, tender and construction. Project is to be completed by March 31, 2021.
Topham Elementary	PEP - New - Universally Accessible Playground Equipment	\$125,000	Proceed to design, tender and construction. Project is to be completed by March 31, 2021.

3.02 The Ministry will, in no event, provide more than the amount listed above.

3.03 The Ministry will provide the capital funding in paragraph 3.01 in the form of a Capital Funding Grant.

- 3.04 Payment of a Capital Funding Grant is subject to the Ministry issuing a Certificate of Approval for the Project in paragraph 3.01 in accordance with Treasury Board policies and directives and to the following conditions:
- a) in no case may the Board make a draw against funds available under a Certificate of Approval, unless the draw is reimbursement for Eligible Expenditure(s) properly incurred by the Board in connection with the Project;
 - b) the Ministry may modify or withhold a Capital Funding Grant and applicable Certificate of Approval, or any portion thereof, in the event the Board fails to observe, perform and comply with any provision of this Agreement or if, in the opinion of the Ministry, there has been a material change in the Project;
 - c) the Board will comply with all applicable policies and directives of the Treasury Board respecting Capital Funding Grants.
- 3.05 Notwithstanding any other provision of this Agreement, the payment of funds by the Ministry to the Board, pursuant to this Agreement, is subject to the provisions of the *Financial Administration Act* ("the Act"), which makes that payment obligation subject to:
- a) there being sufficient monies available in an appropriation, as defined in the Act, to enable the Ministry, in any fiscal year or part thereof when any payment of money by the Ministry to the Board falls due pursuant to this Agreement, to make that payment;
 - b) Treasury Board, as defined in the Act, not having controlled or limited, pursuant to the Act, expenditure(s) under any appropriation referred to in this subparagraph a).

4. BOARD OBLIGATIONS

- 4.01 The Board will:
- a) carry out the Project in a manner that ensures:
 - i) delivery within budget;
 - ii) completion by March 31, 2021;
 - iii) scope details are fully met upon completion;
 - iv) accrued cost-savings realized from completed capital projects as approved in this Agreement are reported to the Ministry and transferred into the school district's Minister-Restricted Capital account, unless otherwise agreed to in writing by the Ministry.
 - b) comply with all policies and best practices related to Capital Project Procurement, as documented in the Capital Asset Management Framework and Capital Procurement Checklist published by the Ministry of Finance;
 - c) procure the Project in accordance with the Capital Asset Management Framework;

- d) include in any contracts all standard insurance and indemnification clauses required by the Schools Protection Program;
 - e) all communication related to the Capital Project conforms to the “Communications Protocol Agreement on Capital Projects between the Ministry of Education and School Districts” (provided as Schedule A). Note this protocol may be amended from time to time by the Ministry, with the most current version of the protocol being used.
- 4.02 Provide written notice to the Ministry of Education immediately upon completion of each Project. (Note: the Ministry will be following up with school districts regarding delayed and/or incomplete projects in early January, at which time the Ministry may choose to reallocate associated funds depending on the status of the Project).
- 4.03 At the request of the Ministry, prepare additional reports relating to the Project.
- 4.04 Notify the Ministry immediately, in writing, should any Event of Force Majeure arise that could materially affect the scope, costs or schedule of the Project.
- 4.05 Indemnify and save harmless the Province of British Columbia and its employees and agents from and against any losses, claims, damages, actions, causes of action, costs and expenses that the Province of British Columbia or any of its employees or agents may sustain, incur, suffer or be put to at any time, either before or after this agreement ends, which are based upon, arise out of or occur, directly or indirectly, by reason of, any act or omission by the Board or by any of its agents, employees, officers, directors, or contractors with respect to the Project.
- 4.06 Purchase school buses through the Request for Standing Offer (RFSO) portal available through the Association of School Transportation Services of BC (ASTSBC).
- 4.07 Reserve two (2) percent of the Total Funding amount provided under the Bus Acquisition Program in paragraph 3.01 as fee payment for ASTSBC’s administration services. The ASTSBC will invoice the Board once buses have been ordered. This fee is included in the Capital Funding Grant and is not an additional cost to the Board.

5. EVENT OF FORCE MAJEURE

- 5.01 In the Event of Force Majeure:
- a) the Board will immediately notify the Ministry, in writing, describing the Event of Force Majeure.
 - b) within five (5) Business Days of being notified of the Event of Force Majeure, the Ministry will communicate with the Board to explore what steps are to be taken to mitigate the Event of Force Majeure, determine an appropriate course of action, and establish an estimated cost related to the Event of Force Majeure.
 - c) the course of action must be agreed to by the Ministry and the Board.

- d) either party may request the assistance of an independent cost consultant appointed by mutual agreement of the parties.
- e) the Ministry will not approve any expenditure(s) incurred prior to the agreed course of action unless the costs were demonstrably incurred for the preservation of life and/or safety.

6. PUBLIC ANNOUNCEMENTS

- 6.01 Any public announcement relating to the Project will be in accordance with the “Communications Protocol Agreement on Capital Projects between the Ministry of Education and School Districts” (provided as Schedule A).

7. NOTICE

- 7.01 Any notice or communication required or permitted to be given under this Agreement will be in writing and will be considered to have been sufficiently given if delivered by hand or electronic transmission to the physical address or electronic mail address of each party set out below:

- a) if to the Board:

School District No. 35 (Langley)
4875 222nd St, Langley, BC V3A 3Z7
Attention: Brian Iseli, Secretary-Treasurer
Email: biseli@sd35.bc.ca

- b) if to the Ministry:

Ministry of Education
PO Box 9151 Stn Prov Govt, Victoria, BC, V8W 9H1
Attention: Ravnit Aujla
Email: Ravnit.Aujla@gov.bc.ca

- 7.02 Any such notice or communication will be considered to have been received:

- a) if delivered by hand during business hours (and in any event, at or before 4:00pm local time in the place of receipt) on a Business Day, upon receipt by a responsible representative of the receiver, and if not delivered during business hours, upon the commencement of business hours on the next Business Day;
- b) if sent by electronic transmission during business hours (and in any event, at or before 4:00pm local time in the place of receipt) on a Business Day, upon receipt by a responsible representative of the receiver, and if not delivered during business hours, upon the commencement of business hours on the next Business Day, provided that:
 - i) the receiving party has, by electronic transmission or by hand delivery, acknowledged to the notifying party that it has received such notice; or

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- ii) within twenty-four (24) hours after sending the notice, the notifying party has also sent a copy of such notice to the receiving party by hand delivery.

7.03 Delivery by mail will not be considered timely notice under this Agreement.

7.04 In the event a contact name changes for either the Ministry or for the Board, then parties must be notified within five (5) Business Days.

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IN WITNESS WHEREOF the parties have executed this Agreement, in duplicate, as of the day and year first above written.

SIGNED on behalf of Her Majesty the Queen)
in Right of the Province of British Columbia)
by a duly authorized designate of the)
Minister of Education)

Authorized Signatory (For the Minister of Education)

Name (Print)

Title

Date Signed (Month/Day/Year)

SIGNED on behalf of **the Board**)
of Education of School District)
No. 35 (Langley) by its duly)
authorized signatories)

Signatory (Secretary Treasurer)

Name (Print)

Date Signed (Month/Day/Year)

SCHEDULE A

**COMMUNICATIONS PROTOCOL AGREEMENT ON CAPITAL PROJECTS BETWEEN THE
MINISTRY OF EDUCATION AND SCHOOL DISTRICTS**

PROJECT AGREEMENT STAGE

News Release

After the Minister or designate signs a funding agreement with the school district for a capital project the Ministry of Education may issue a news release. In all such news releases, the school district may have a quote from a designated representative.

Signage

All construction projects approved in the Ministry of Education's Capital Plan must be identified by a construction sign prominently displayed at the site. Signs must conform to Government of B.C.'s Infrastructure Sign Specifications and be produced by Government Communications and Public Engagement (GCPE) graphics department. In addition to the BC logo, school districts and other funding partners will be identified with their logos on signage. They are to be installed as soon as possible after announcement of the project, and amended to include the amount of investment and date of completion after award of the construction contract and preferably before the start of work. The signs are to remain on the site until the work is completed and after any completion ceremonies where applicable. A digital picture of the sign is to be sent to GCPE after it has been installed. Cost of the sign is to be funded from the approved construction budget. School districts are responsible for installing the signs. Sign design and installation steps are included in the Ministry of Education's School Construction Project Sign Protocol.

GROUNDBREAKING STAGE

Public Announcements, Official Events or Ceremonies

An official ceremony may be held to commemorate the ground-breaking for a project. No public announcement of a project under this protocol shall be made by either party without the prior consent of the other party.

The Ministry of Education shall receive **at least four (4) weeks' notice** of any proposed public announcement or official ceremony related to the ground-breaking for a capital project. The Provincial Minister or designated representative shall participate in such announcements or ceremonies, to take place at a mutually agreed upon date and location.

The parties shall co-operate in the organization of announcements or ceremonies. Messages and public statements for such events should be mutually agreed upon.

News Release

On the day of a ground-breaking ceremony the Ministry of Education may issue a news release. In all such news releases, the school district may have a quote from a designated representative.

OFFICIAL OPENING STAGE

Public Announcements, Official Events or Ceremonies

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A ceremony may be held to commemorate the official opening of a project. No public announcement of a project under this protocol shall be made by either party without the prior consent of the other party.

The Ministry of Education shall receive **at least six (6) weeks' notice** of any proposed public announcement or official ceremony related to the opening of a capital project. The Provincial Minister or designated representative shall participate in such announcements or ceremonies, to take place at a mutually agreed date and location.

The parties shall co-operate in the organization of announcements or ceremonies. Messages and public statements for such events should be mutually agreed upon.

News Release

On the day of an official opening ceremony, the Ministry of Education may issue a news release. In all such news releases, the school district may have a quote from a designated representative.

Plaques

The Ministry of Education may request the district provide and install, upon completion of major capital projects, a plaque bearing an appropriate inscription. The design, wording and specifications of such plaques must be approved by the Ministry of Education. Cost of the plaque is to be funded from the approved construction budget.

SCHOOL CONSTRUCTION PROJECT SIGN PROTOCOL

All construction projects approved in the Ministry of Education's Capital Plan must be identified by a construction sign prominently displayed at the site. Signs must conform to Government of B.C.'s Infrastructure Sign Specifications and be produced by Government Communications and Public Engagement (GCPE) graphics department. In addition to the BC logo, school districts and other funding partners will be identified with their logos on signage. Sign production must only be handled by Queens Printer.

Signs are to be installed as soon as possible after announcement of the project, and amended to include the amount of investment and date of completion after award of the construction contract and preferably before the start of work. The signs are to remain on the site until the work is completed and after any completion ceremonies where applicable.

A digital picture of the sign is to be sent to GCPE after it has been installed. Cost of the sign is to be funded from the approved construction budget. These are the standard small sign size: 1951 mm x 1220 mm (C035_u_1951x1220). The school districts are responsible for installing the signs.

The steps from design to installation are as follows:

1. Project is announced;

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2. Government Communications and Public Engagement (GCPE) will have their graphics department create a construction sign;
3. The GCPE graphics department will create and send the approved file to Queens Printer for print production;
4. Queens Printer will notify GCPE when the sign is ready;
5. GCPE will notify the district when the sign is ready to be ordered and provide them with the online requisition form: <http://brokerage.qp.gov.bc.ca/submit-print/print-form.aspx> ;
6. The school district orders, pays and arranges for the sign to be installed. (signs are to be post mounted in a visible location);
7. District will notify GCPE when the sign is installed and send photo as confirmation.

CAPITAL BYLAW NO. 2020/2021-CPSD35-01
CAPITAL PLAN 2020/2021

WHEREAS in accordance with section 142 of the *School Act*, the Board of Education of School District No. 35 (Langley) (hereinafter called the "Board") has submitted a capital plan to the Minister of Education (hereinafter called the "Minister") and the Minister has approved the capital plan or has approved a capital plan with modifications,

NOW THEREFORE in accordance with section 143 of the *School Act*, the Board has prepared this Capital Bylaw and agrees to do the following:

- (a) Authorize the Secretary-Treasurer to execute a capital project funding agreement(s) related to the capital project(s) contemplated by the capital plan or the capital plan with modifications;
- (b) Upon ministerial approval to proceed, commence the capital project(s) and proceed diligently and use its best efforts to complete each capital project substantially as directed by the Minister;
- (c) Observe and comply with any order, regulation, or policy of the Minister as may be applicable to the Board or the capital project(s); and,
- (d) Maintain proper books of account, and other information and documents with respect to the affairs of the capital project(s), as may be prescribed by the Minister.

NOW THEREFORE the Board enacts as follows:

1. The Capital Bylaw of the Board for the 2020/2021 Capital Plan as approved by the Minister, to include the supported capital project(s) specified in the letter addressed to the Secretary-Treasurer and Superintendent, dated March 6, 2020, is hereby adopted.
2. This Capital Bylaw may be cited as School District No. 35 (Langley) (Capital Plan 2020/2021) Capital Bylaw No. CPSD35-01.

READ A FIRST TIME THE 21st DAY OF April 2020;
READ A SECOND TIME THE 21st DAY OF April 2020;
READ A THIRD TIME, PASSED THE 21st DAY OF April 2020.

Megan Dykeman, Board Chair

Brian Iseli, Secretary-Treasurer

I HEREBY CERTIFY this to be a true and original School District No. 35 (Langley) (Capital Plan 2020/2021) Capital Bylaw No. CPSD35-01 adopted by the Board the 21st day of April 21, 2020.

Brian Iseli, Secretary-Treasurer