



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

AGENDA

Tuesday, April 20, 2021

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 - 12
- 4.2. BOARD STANDING RULES 13 - 13
- 4.3. COMMITTEE REPORTS
  - 4.3.1. EDUCATION/STRATEGIC PLAN COMMITTEE 14 - 14
  - 4.3.2. FINANCE AND FACILITIES COMMITTEE 15 - 15
  - 4.3.3. POLICY COMMITTEE 16 - 16
  - 4.3.4. COMMUNICATIONS COMMITTEE 17 - 17
- 4.4. BOARD LIAISON COMMITTEE REPORTS
  - 4.4.1. BCSTA
    - 4.4.1.1. PROVINCIAL COUNCIL (Trustee Wilson) 18 - 19
  - 4.4.2. DISTRICT PARENT ADVISORY COUNCIL (Trustee Ward) 20 - 87
- 4.5. SCHOOL DISTRICT COMMITTEE REPORTS

4.5.1.	<u>LGBTQ (Assistant Superintendent Gill)</u>	88 - 89
4.5.2.	<u>INCLUSIVE EDUCATION (Assistant Superintendent Gill)</u>	90 - 93
4.6.	<u>COMMUNITY COMMITTEE REPORTS</u>	
4.6.1.	<u>CITY OF LANGLEY ADVISORY DESIGN PANEL (Trustee Ward)</u>	94 - 100
4.6.2.	<u>TOWNSHIP OF LANGLEY RECREATION, CULTURE AND PARKS ADVISORY (Trustee Tod)</u>	101 - 112
4.7.	<u>ADMINISTRATIVE PROCEDURES</u>	
4.7.1.	<u>AP 170 – ANTI-HARASSMENT AND ANTI-DISCRIMINATION</u>	113 - 116
4.7.2.	<u>AP 132 – EMERGENCY CLOSURE OF SCHOOLS</u>	117 - 119
4.8.	<u>2021-2022 BOARD MEETINGS SCHEDULE</u>	120 - 120
5.	<u>CONSIDERATION OF AGENDA</u>	
	Recommendation: That the Agenda be approved as presented.	
6.	<u>DELEGATIONS</u>	
6.1.	<u>DAY OF MOURNING FOR WORKERS KILLED AND INJURED (Wendy Cook, New Westminster and District Labour Council)</u>	
7.	<u>SUPERINTENDENT'S REPORTS</u>	
7.1.	<u>SUPERINTENDENT'S REPORT - LESSONS LEARNED FROM THE TRANSITION SUPPORT MODEL</u>	121 - 128
	Recommendation: That the Board of Education receives the report on the Transition Support Model for information, as presented.	
7.2.	<u>DISTRICT CALENDARS 2022-23 and 2023-24</u>	129 - 132
	Recommendation: That the Board of Education approves the District Calendars for school years 2022-2023 and 2023-2024, as presented.	
7.3.	<u>SCHOOL CALENDARS 2021-2022</u>	133 - 140
	Recommendation: That the Board of Education approves the Schools Calendars for the 2021-22 school year, as presented.	
8.	<u>SECRETARY-TREASURER'S REPORTS</u>	

8.1. ANNUAL FACILITIES GRANT 2020-2021

141 - 146

Recommendation:

That the Board of Education approves the Annual Facilities Grant 2021/2022 spending plan as presented.

8.2. CAPITAL RESPONSE LETTER - PHASE 1

147 - 149

Recommendation:

That the Board of Education receives the Capital Plan Response Letter – Stage 1 for information as presented.

9. NEW BUSINESS

10. TRUSTEE COMMENTS

11. QUESTION PERIOD

Due to the fact that public will be using 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](mailto: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 purpose is to ensure that those present in the audience have an opportunity to obtain clarification concerning business conducted during that meeting. Priority will be given to responding to one question per person before considering further questions from any individual.

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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;
5. May not be asked that are related to contract negotiations; and
6. The questioner shall provide their name so that it can be reflected in the minutes.

All of the above are directions provided for in Board Policy No. 7 - Board Operations. 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.

12. 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 23, 2021  
**Location:** Microsoft Teams Virtual Meeting

<b>Trustees Present:</b>	<b>Rod Ross</b>	<b>Chairperson</b>
	<b>David Tod</b>	<b>Trustee</b>
	<b>Shelley Coburn</b>	<b>Trustee</b>
	<b>Suzanne Perreault</b>	<b>Trustee</b>
	<b>Tony Ward</b>	<b>Trustee</b>
	<b>Marnie Wilson</b>	<b>Trustee</b>
<b>Staff Present:</b>	<b>Gordon Stewart</b>	<b>Superintendent</b>
	<b>Brian Iseli</b>	<b>Secretary-Treasurer</b>
	<b>Woody Bradford</b>	<b>Assistant Superintendent</b>
	<b>Mal Gill</b>	<b>Assistant Superintendent</b>
	<b>Shind Chand</b>	<b>Assistant Secretary-Treasurer</b>
	<b>Barry Bunyan</b>	<b>Assistant Superintendent</b>
	<b>Joanne Abshire</b>	<b>Communications Manager</b>
	<b>Judy Swanson</b>	<b>Executive Assistant</b>
	<b>Pol Babao</b>	<b>Technical Support Specialist</b>
	<b>Dale Vo</b>	<b>IT Technical Support</b>
	<b>Gilbert Monsanto</b>	<b>IT Technical Support</b>
<b>Guests:</b>	<b>Dawne Tomlinson</b>	<b>Director of Instruction</b>
	<b>George Kozlovic</b>	<b>District Principal</b>
	<b>Dean Pacheco</b>	<b>Principal, DWP</b>
<b>Partner Groups:</b>	<b>Sheryl Barnum</b>	<b>CUPE 1851, President</b>
	<b>Raylene Schallock</b>	<b>CUPE 1260, President</b>
	<b>Tanya Kerr</b>	<b>LTA, President</b>
	<b>Alicia Rempel</b>	<b>DPAC, President</b>
	<b>Danica Hansen-Hughes</b>	<b>CUPE 1260, Vice-President</b>
	<b>Kim Anderson</b>	<b>LPVPA Vice President</b>
	<b>Shelley Sondergaard</b>	<b>CUPE 1260, Representative</b>

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

Those in attendance were informed that as per Policy No. 7 - Regular and Special Meetings of the Board may be streamed live, archived and accessed online. The Board reserves, at its sole discretion, via motion at any meeting, the right to not stream live or archive a meeting or a portion of a meeting. Further, the Board reserves the right to edit any recorded portion of a meeting.

2. CALL TO ORDER

The Board Chair called the meeting to order at 7:02 pm, and began the meeting with the introduction stating: "I would like to acknowledge that the Langley School District is located on the traditional, ancestral and unceded territories of the Matsqui, Kwantlen, Katzie and Semiahmoo First Nations. We gather here tonight in an understanding of the importance of ya:yəstəl' (**y-eye yes tel**) /sq'eq'ó yoyes (**sckeeka y-eyes**) (working together) and nácaʔmat (**not sa mot**) /lets'emó:t (**let sa mot**) (**uniting** ourselves with one mind, one heart) to ensure that we support and inspire all learners to reach their full potential."

Chairperson welcomed everyone and introduced attendees.

2.1 ANNOUNCEMENT - DIVERSITY AND RESPECT WEEK

On behalf of the Board of Education, Board Chair Rod Ross 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 diversity through lessons, activities, and virtual events that serve to promote empathy, understanding and the importance of inclusion. In line with our District Vision, Mission and Values, our Board is committed to helping our schools foster an inclusive and nurturing culture.

## 2.2 ANNOUNCEMENT - BLACK HISTORY MONTH

On behalf of the Board of Education, Board Chair Rod Ross, recognized "Black History Month":

On February 25, 2020 at the Regular Meeting of the Board of Education, the following motion was passed:

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

As a Board, we encourage our students, staff, and families to join us in learning and celebrating the achievements and contribution of Black Canadians.

## 2.3 ANNOUNCEMENT - RAINBOW CROSSWALK

On behalf of the Board of Education, Board Vice Chair David Tod recognized "Black History Month":

On May 28, 2019 at the Regular Meeting of the Board of Education, the following motion was passed:

*"That the Board of Education works with the RCMP and the Township of Langley to create a rainbow crosswalk adjacent to the RCMP and School Board Office at the present crosswalk."*

As you all may know, fundraising efforts have been underway through the Langley School District Foundation to raise 12 thousand dollars, which is the cost of the project.

It is with great pleasure and pride that we announce our fundraising goal has been reached. Thank you to the community for all of your support. We are looking forward to getting the project completed as we recognize it is a symbol of diversity and inclusion.

## 3. REPORT FROM "IN CAMERA"

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

4. CONSENT AGENDA

R21/02/23-01

**Moved By:** Trustee Perreault

**Seconded By:** Trustee Tod

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

**CARRIED UNANIMOUSLY**

4.1 CONSIDERATION OF MINUTES

4.2 BOARD STANDING RULES

4.3 COMMITTEE REPORTS

4.3.1 AUDIT COMMITTEE

4.3.2 EDUCATION/STRATEGIC PLAN COMMITTEE

4.3.3 FINANCE AND FACILITIES COMMITTEE

4.4 BOARD LIAISON COMMITTEE REPORTS

4.4.1 DISTRICT PARENT ADVISORY COUNCIL (Trustee Ward)

4.5 SCHOOL DISTRICT COMMITTEE REPORTS

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

4.5.2 EMERGENCY PREPAREDNESS (Assistant Superintendent Gill)

4.6 COMMUNITY COMMITTEE REPORTS

4.6.1 CITY OF LANGLEY ADVISORY DESIGN PANEL (Trustee Ward)

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

5. CONSIDERATION OF AGENDA

R21/02/23-02

**Moved By:** Trustee Perreault

**Seconded By:** Trustee Tod

That the Agenda be approved as presented.

**CARRIED UNANIMOUSLY**

6. SECRETARY-TREASURER'S REPORTS

6.1 AMENDED BUDGET BYLAW 2020/2021

R21/02/23-03

**Moved By:** Trustee Ward

**Seconded By:** Trustee Perreault

That the Board of Education approves staff to appropriate (unrestrict) the following restricted surplus amounts to balance the 2020/2021 Amended Budget:

- \$488,628 school surpluses
- \$37,561 Internally restricted for Indigenous Education
- \$210,000 Internally restricted for commitments 2019/2020
- \$1,929,032 Internally restricted for COVID-19 contingency

**CARRIED UNANIMOUSLY**

R21/02/23-04

**Moved By:** Trustee Wilson

**Seconded By:** Trustee Tod

That the School District No. 35 (Langley) Amended Annual Budget Bylaw 2020/2021 in the amount of \$282,349,826 be given first reading.

**CARRIED UNANIMOUSLY**

R21/02/23-05

**Moved By:** Trustee Tod

**Seconded By:** Trustee Perreault

That the School District No. 35 (Langley) Amended Annual Budget Bylaw 2020/2021 in the amount of \$282,349,826 be given second reading.

**CARRIED UNANIMOUSLY**

R21/02/23-06

**Moved By:** Trustee Ward

**Seconded By:** Trustee Perreault

That the Board of Education of School District No. 35 (Langley) approves having all three readings of the Amended Annual Budget Bylaw 2020/2021 in the amount of \$282,349,826 at tonight’s meeting.

**CARRIED UNANIMOUSLY**

R21/02/23-07

**Moved By:** Trustee Perreault

**Seconded By:** Trustee Tod

That the School District No. 35 (Langley) Amended Annual Budget Bylaw 2020/2021 in the amount of \$282,349,826 be given third reading, passed and adopted on this 23rd day of February 2021.

**CARRIED UNANIMOUSLY**

7. SUPERINTENDENT'S REPORTS

7.1 DISTRICT TRANSITIONS GOAL

R21/02/23-08

**Moved By:** Trustee Tod

**Seconded By:** Trustee Perreault

That the Board of Education receives the report on the District Transitions Goal for information, as presented.

**CARRIED UNANIMOUSLY**

7.2 SUPERINTENDENT'S REPORT - COVID-19 UPDATE

R21/02/23-09

**Moved By:** Trustee Ward

**Seconded By:** Trustee Wilson

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

**CARRIED UNANIMOUSLY**

R21/02/23-10

**Moved By:** Trustee Tod

**Seconded By:** Trustee Ward

That the Board of Education extends the meeting by 20 minutes from 9:01 to 9:21 pm.

**CARRIED UNANIMOUSLY**

7.3 DISTRICT CALENDAR

R21/02/23-11

**Moved By:** Trustee Perreault

**Seconded By:** Trustee Coburn

That the Board of Education request staff begin the consultation process for the District Calendars for the 2022-2023 and 2023-2024 school years.

**CARRIED UNANIMOUSLY**

8. NEW BUSINESS

8.1 MOTIONS FROM TRUSTEE WILSON

R21/02/23-12

**Moved By:** Trustee Wilson

**Seconded By:** Trustee Perreault

Whereas the last update regarding safety protocols for schools from the PHO did not go far enough to address the concerns of school communities.

That the Langley Board of Education urgently requests the ministry of Health to review its safety protocols for schools and at a minimum consider implementing a stronger mask mandate for schools.

OPPOSED: Trustee Tod, Trustee Ross, Trustee Ward

**MOTION DEFEATED**

R21/02/23-13

**Moved By:** Trustee Tod

**Seconded By:** Trustee Ward

That the Board of Education extends the meeting by 20 minutes from 9:23 to 9:43pm.

**CARRIED UNANIMOUSLY**

R21/02/23-14

**Moved By:** Trustee Wilson

**Seconded By:** Trustee Perreault

The Langley Board of Education call a Special Public Meeting to swear in the newly elected Trustee after the election results have been verified. Barring any legal impediment, this meeting to be held sometime during the week of March 8th -12th and announced to the public as soon as the date is confirmed. As per Policy 7, section 7.2, let this motion serve as written notice of a majority of Trustees.

OPPOSED: Trustee Ross

**CARRIED**

R21/02/23-15

**Moved By:** Trustee Wilson

**Seconded By:** Trustee Coburn

That the Board of Education extends the meeting by 20 minutes from 9:38 to 9:58 pm.

OPPOSED: Trustee Ross

**CARRIED**

9. TRUSTEE COMMENTS

10. QUESTION PERIOD

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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;
5. May not be asked that are related to contract negotiations; and
6. The questioner shall provide their name so that it can be reflected in the minutes.

All of the above are directions provided for in Board Policy No. 7 - Board Operations. 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.

The Chair called for questions from the public.

11. ADJOURNMENT

R21/02/23-16

**Moved By:** Trustee Tod

**Seconded By:** Trustee Coburn

That the meeting be adjourned at 9:49 p.m.

**CARRIED UNANIMOUSLY**

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TRUSTEE ROD ROSS

BOARD CHAIR

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BRIAN ISELI, CPA, CMA

SECRETARY-TREASURER



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

**MINUTES**

**Date:** Thursday, March 11, 2021  
**Location:** Microsoft Teams Virtual Meeting

<b>Trustees Present:</b>	<b>Rod Ross</b>	<b>Chairperson</b>
	<b>David Tod</b>	<b>Trustee</b>
	<b>Shelley Coburn</b>	<b>Trustee</b>
	<b>Suzanne Perreault</b>	<b>Trustee</b>
	<b>Tony Ward</b>	<b>Trustee</b>
	<b>Marnie Wilson</b>	<b>Trustee</b>
	<b>Charlie Fox</b>	<b>New Trustee</b>

<b>Staff Present:</b>	<b>Gordon Stewart</b>	<b>Superintendent</b>
	<b>Brian Iseli</b>	<b>Secretary-Treasurer</b>
	<b>Dale Vo</b>	<b>IT Technical Support Specialist</b>
	<b>Pol Babao, Technical Support</b>	<b>IT Technical Support Specialist</b>

<b>Guests:</b>	<b>Kevin Kelly</b>	<b>Husband of Chief Marilyn Gabriel</b>
	<b>Michael Kelly-Gabriel</b>	<b>Son of Chief Marilyn Gabriel</b>

<b>Partner Groups:</b>	<b>Raylene Schallock</b>	<b>CUPE 1260, President</b>
	<b>Tanya Kerr</b>	<b>LTA, President</b>
	<b>Alicia Rempel</b>	<b>DPAC, President</b>
	<b>David Scott</b>	<b>CUPE 1260, Representative</b>
	<b>Jeremy Lyndon</b>	<b>LPVPA President</b>
	<b>Kim Anderson</b>	<b>LPVPA Vice President</b>

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1. AUDIO VISUAL RECORDING (WEBCASTING) OF SPECIAL MEETING OF THE BOARD OF EDUCATION

Those in attendance were informed that as per Policy No. 7 - Regular and Special Meetings of the Board may be streamed live, archived and accessed online. The Board reserves, at its sole discretion, via motion at any meeting, the right to not stream live or archive a meeting or a

portion of a meeting. Further, the Board reserves the right to edit any recorded portion of a meeting.

2. CALL TO ORDER

The Board Chair Rod Ross called the meeting to order at 6:03 pm, and began the meeting with the introduction stating:

"I would like to acknowledge that the Langley School District is located on the traditional, ancestral and unceded territories of the Matsqui, Kwantlen, Katzie and Semiahmoo First Nations. We gather here tonight in an understanding of the importance of ya:yəstəl' (**y-eye yes tel**) /sq'eq'o yoyes (**sckecka y-eyes**) (working together) and náca?mat (**not sa mot**) /lets'emó:t (**let sa mot**) (**uniting** ourselves with one mind, one heart) to ensure that we support and inspire all learners to reach their full potential."

3. SINGING OF NATIONAL ANTHEM

Zoey Lainchbury, grade 11 student at Langley Fine Arts lead us in singing O Canada.

4. WELCOMING AND HONOURING - Kwantlen First Nation

Chief Marilyn Gabriel's husband Kevin Kelly, and their son, Michael Kelly-Gabriel from Kwantlen First Nation did a traditional welcome.

5. INTRODUCTIONS

Chairperson welcomed everyone and introduced trustees and staff.

6. CONSIDERATION OF AGENDA

S21/03/11-01

**Moved By:** Trustee Tod

**Seconded By:** Trustee Wilson

That the Agenda be approved, as presented.

**CARRIED UNANIMOUSLY**

7. OATH OF OFFICE

Secretary-Treasurer Brian Iseli stated that pursuant to Section 50 (1) of the School Act a person elected or appointed to office must make a prescribed Oath of Office within 45 days after the declaration of election of appointment.

Trustee Charlie Fox took an Oath of Office, signed his declarations and was congratulated as the newly elected trustee.

8. ADJOURNMENT

S21/03/11-02

**Moved By:** Trustee Fox

**Seconded By:** Trustee Coburn

That the meeting be adjourned at 6:33p.m.

**CARRIED UNANIMOUSLY**

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TRUSTEE ROD ROSS

BOARD CHAIR

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BRIAN ISELI, CPA, CMA

SECRETARY TREASURER



## **BOARD STANDING RULES**

At the October 20, 2020 Regular Board Meeting, the Board of Education adopted the standing rules as provided.

### The Standing Rules are:

Regular Meetings of the Langley Board of Education shall start at 7pm and end at 9pm. The time may be extended past 9pm by motion of the Board, 20 mins at a time.

Questions related to all presentations by staff shall be held until the end of each staff presentation.

### Trustee Comments:

1. May only be directed through the Chair and not towards staff.
2. Must be related directly to their work as a Trustee. (ie: events attended, committee work, special events in the community)
3. Must be succinct, focused, and not be a statement directed at or about individual Trustees or the Board.
4. Shall not be:
  - a. Related to personnel matters or related to contract negotiations.
  - b. Directed at an individual trustee, or
  - c. About the business of the meeting.
5. Shall not be related to an In-Camera matter.
6. Shall not be used to introduce new motions; and
7. Each Trustee may speak up to 2 mins.



## **Education/Strategic Plan Committee Report**

### **April 6, 2021 Meeting**

At the April 6, 2021 Education/Strategic Plan Committee Meeting, the committee received reports on the following topics:

- Mental Health In Schools Strategy



## **Finance and Facilities Committee Report**

### **April 13, 2021 Meeting**

At the April 13, 2021 Finance and Facilities Committee Meeting, the committee received reports on the following topics:

- Financial Update to February 28, 2021
- February 1701 Update
- Holdback Update
- Betty Gilbert Space Update
- 2021/2022 Preliminary Budget
- School Site Acquisition Charge (SSAC)
- Generator Update



## **Policy Committee Report**

### **April 6, 2021 Meeting**

At the April 6, 2021 Policy Committee Meeting, the committee reviewed the following:

- Policy Committee Work Plan
- Reviewed Policy 1 and Policy 2
- Onboarding topics and plans discussed





## **Communications Committee Report**

### **March 11, 2021 Meeting**

At the March 11, 2021 Communications Committee Meeting, the committee received reports on the following topics:

- Communications Plan 2019-2022 – Year 2 Update
- Promote Safety in Our Schools
- Communications Tools Update
- Strengthen Our Relationships
- Enhance Our Brand
- Celebrating Our Story

February 2021

# SYNOPSIS

## BCSTA Provincial Council Summary

This is a summary of the February 2021 Provincial Council (PC) meeting, which took place on Zoom in accordance with BCSTA's social distancing protocol during the COVID-19 pandemic. Draft minutes are available [here](#). Contact Gordon Li at [gli@bcsta.org](mailto:gli@bcsta.org) for more details.

### President's Report

President Stephanie Higginson welcomed attendees and shared updates on COVID-19, motions from October's PC meeting, and creating a district reserves policy. Read the report [here](#).

### CEO's Report

Sylvia Russell thanked BCSTA staff for their excellent support. She also spoke with appreciation for the passion, leadership and hard work of the president, vice-president and directors. The association has provided important, balanced leadership during the pandemic and the involvement of BCSTA representatives on the provincial steering committees has been invaluable.

Sylvia spoke briefly to the importance of following the advice of the local Medical Health Officer regarding health and safety matters.

Board chairs will be receiving a survey regarding "surplus/reserves." This is to support the development of strong provincial policy and direction about the purpose of surplus/reserves.

BCSTA is in the process of developing a number of excellent position papers, including a draft paper which sets out conditions to improve planning for school opening in September 2021, based on feedback provided by trustees this past fall

### CSBA Report

Vice-President Carolyn Broady delivered a report on the activity of the Canadian School Boards Association (CSBA), including updates on the COVID-19 crisis and school board advocacy across Canada. Read her report [here](#).

### Finance & Audit Committee Report

The Finance and Audit Committee presented the draft 2021/2022 budget. Feedback can be sent to [jolstead@bcsta.org](mailto:jolstead@bcsta.org). Read the full report [here](#).

### Legislative Committee Report

The committee examines motions submitted to PC. Ryan Painter delivered a verbal report to the council, which can be read [here](#).

### IEC Report

Dana Moraes, Indigenous Education Committee Co-Chair, delivered the committee's report including a new resources guide and upcoming call-out questions to members. Download the report [here](#).

### Professional Learning Committee Report

Leah Ward, PLC Chair, delivered the committee's report focusing on plans for AGM. Download the report [here](#).

# Disposition of Motions

The following motions were carried by PC:

- 9.1 That BCSTA request the Ministry of Education increase Distributed Learning funding to the standard per full time equivalent (FTE) funding level. Carried.
- 9.2 That BCSTA request the Ministry of Health assign high priority to the vaccination of workers in the public education sector when the COVID-19 vaccine becomes available as described in the February 19th update to the Covid 19 Immunization Plan which states "Note: Once additional vaccines are approved and become available, people between the ages of 18 and 64 who are front-line essential workers or work in specific workplaces or industries may be included in the later part of Phase 3." Carried as amended.
- 9.3 That BCSTA urge provincial and local health authorities to provide better communications around how safe schools are in regard to COVID-19 and make this information available to families and staff on a variety of platforms and languages. Carried as amended.

Download the full disposition of motions [here](#).



Langley District Parent Advisory Council  
General Meeting  
**Adopted Minutes**  
January 21, 2021

Meeting Held Online via Teams Calendar Invite

**1. Call to Order 7:01pm**

DPAC Rep / Alternate Attendance: LFMSS, DW Poppy, Shortreed Elementary, Betty Gilbert, Parkside, Langley Meadows, Peter Ewart Middle, Noel Booth, Yorkson Creek, HD Stafford, ACSS, Peterson Road, Uplands, Blacklock, Gordon Greenwood, James Hill, North Otter, James Kennedy, Belmont, Dorothy Peacock, Fort Langley Elementary, West Langley

Total Schools: 45, quorum: 20%

**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.

**3. Adoption of**

- a. January Agenda - Adopted
- b. Minutes from November 2020 – Adopted

**4. Special Presentation: Diversity and Respect Week** - Jessica Bain (VP @ Langley Fine Arts) and Golda Janzen (VP @ Lynn Fripps Elem)

Diversity Buttons are available to purchase - if you would like inquire about purchasing buttons please send email through to Jessica Bain: [jbain@sd35.bc.ca](mailto:jbain@sd35.bc.ca)

Masks are being produced and have a new 5 color chevron pattern that has been added to the rainbow. Staff have been able order. The masks come from Granville Island.

1. Are they for sale? Yes, please email [jbain@sd35.bc.ca](mailto:jbain@sd35.bc.ca) if you would like to get in an order. Next Wednesday is the deadline for ordering.
2. Comment: when considering uniqueness and diversity, so important to treat each other with kindness and include each individual.
3. How are elementary students being educated? The conversations are age appropriate and are intended to celebrate everyone's differences and each person's uniqueness.
4. Where can parents learn more about what their schools are doing? Parents can connect with their admin at the school level to learn what is happening in February in their school.

**5. Report:** Tony Ward, School Board Trustee

New year, New opportunities: in camera meetings have occurred with respect to personnel, financing, property, etc.

Board vacancy has been created: Individuals have started to run Feb 27<sup>th</sup> is the elections. Nominations close Jan 22<sup>nd</sup>

Focusing on building a team and onboarding and getting people reacquainted with policies and procedures and corporate communications in terms of email expectations and details.

**6. Reports:** Woody Bradford, Assistant Superintendent and Mal Gill, Assistant Superintendent  
**Mal Gill: Willoughby slope, choice and Walnut Grove:**

Covid cases are around 80 cases. (Sept. to today's date) no transmissions within the schools. Feeling good about processes and procedures in place at schools. Parents are truly being vigilant with monitoring symptoms and keeping kids home if any signs.

Jan 18<sup>th</sup> is K registration time: Focusing with it online. At some point papers will need to signed. Focus right now is getting registered on line and preparation for the 2021 / 2022 school year.

Next year model: More than likely Cohort model will stay as is. It will depend upon provincial guidelines and direction. Transition support model is still being worked on in Langley. Approximately 650 –700 students in this model. It should go until March. At that time a decision will be made if it needs to be extended until June.

Action Plans: each school has a learning action plan. Principals go into class when its safe and work together to look at school improvement and that each student is successful.

**Woody Bradford: Brookwood, Aldergrove, LSS and DW Poppy:**

**School Closure:** some recent events in our district have occurred. Review of process. Last Wednesday power outages occurred. Mal connects with maintenance at approx. 5:30am to obtain details as best they can with respect to an occurrence. Communications are pushed out as quickly as possible. The district leadership team decides on best options on closures. Teachers are reallocated to other schools as they must provide a safe place to work. WorkSafe guidelines must be followed when redeploying staff. COVID guidelines were reviewed including space and resources to ensure safety of staff. Feedback was received and it is being reviewed if redeployment is the best option. They must ensure equity for everyone and access to resources and safe working conditions. Timing on communications is being looked at. Normally communications are out by 6:30am. This is being considered and within the next month Gord will communicate with the community around processes and the best way to go forward.

**Question & Answer:**

Q: What is the mechanism on how DPAC can provide feedback?

A: Parents can email DPAC with feedback to be communicated to the SD

Q: Can staff have an option to work from home or go to an alternate school? Concern around breaking a cohort with teachers moving from school to school. If its only 1 day with a power outage, should it not be an easy turnaround to work at home?

A: Looking at providing choice if its 1 day. Under review at this time. Essential service allocation is also under review for procedures and policies.

Q: Some choices school have parents who travel a significant distance to attend. Could these types of schools be given more notice to consider student safety and how to get the kids home if notice is very close to the bell?

A: They are reviewing what to do with the kids that arrive after the school has been closed. The school does provide a safe haven until its very clear on where the kids can go.

Q: Are the teachers who are being deployed teaching at the new school or doing their own work?

A: They are working on their own lesson plans and work for their classrooms. If they go to another school, they are not there to educate a new classroom, but to organize their own items.

Q: What type of resources do teachers need access to when being deployed to a different location?

A: Access to internet, collaborative work with colleagues and phones or availability of work equipment.

Q: Is there an opportunity for admin at the schools to decide if staff can work from home if they have what they need to do that?

A: Consistency is important. If that is an opportunity for choice and flexibility, They will rely on principals and admin.

**Outdoor Classrooms:** Currently have 27 schools that been given funds. All elementary and middle schools now have outdoor class environments. 7 more schools today have been provided details for their grant. They are 1-time funds and are based upon equity and need. Some schools had pre-existing areas, so some were not allocated these funds.

Q: Are all schools being provided the same thing?

A: Blue print was the same for each school. They are working with Habitat and principals and maintenance crew seek locations and set up. PACs are invited to add to the experience if they wish, so long as funds allocated are spent prior to the end of June. Some PACS can add on in coming years if they wish as well.

Q: Woody, you said "elementary and middle schools". (with respect to outdoor classrooms) What about secondary?

A: Working towards secondary schools. But at this time it's just elementary and middle schools. Principals are being worked with to see how they can be supported at the high schools

Q: Will summer session occur?

A: Last year summer session had to pivot to a blended model. If that's permitted this year, we will. If we are permitted to expand, then we would like to do that to provide full day support to families. Planning is commencing in the coming weeks and we are preparing for the best and we will see what we can do once summer commences.

## 7. Old Business

COVID 19 FUND Motion from November 2020 Meeting:

**MOTION:** Chantale Hubbs DPAC Treasurer "I move that Langley DPAC amends its 2020 / 2021 Budget to add \$5,000 to expense line 7905 "Covid-19 Relief Fund"

**Rationale:** Last year \$5,000 was re-classed from the BCCPAC AGM Expense line to the Covid-19 Relief Fund. Unlike last year, this motion is not for a re-class but rather an addition to the total budgeted expenditures for the year.

The Covid-19 pandemic is ongoing and Langley DPAC has been approached to support some initiatives in the Langley School District as needed (food, technology access, resources etc.) and we would like to be able to support those that fit within our mandate.

Additional funding for Covid-19 Relief fund will allow Langley DPAC to continue to provide support for Covid-19 specific initiatives to empower parents to be true partners in the education of their children.

VOTE:

FAVOR: 22

OPPOSED: 3

ABSTAIN: 7

### **MOTION PASSED**

#### **8. New Business**

- a. BC Confederation of Parent Advisory Councils 2021 Election: *Nominations due Feb 28<sup>th</sup>*
- b. DPAC Scholarships- Amita, MAL
  - i. January Newsletter: outlined scholarships
    1. Richard Bulpitt: open to any students in high school going on to post graduate studies – no particular studies are required. See submission for question x2 at \$500
    2. Trades: Student does not have to be graduating; needs to be going to an immediate secondary or post-secondary. The student can elect to write or provide a visual presentation x2 \$500 each
    3. Deadline April 9 2021 winners will be announced at May General meeting
    4. Email or connect with a school councilor

#### **9. Executive and Committee Reports**

- a. President's Report - Alicia Rempel: DPAC constitution and bylaws have been completed. We are at the finish line. Links have been circulated, please take to your PACs and discuss support for the changes. Significant changes have been highlighted. Send questions and /or concerns. Vote will occur at Feb General.
  - i. DPAC does keep constitution and bylaws please email [info@langleydpac.ca](mailto:info@langleydpac.ca) if you are missing yours OR if you have an updated one.
  - ii. Parent education reimbursement: \$50 per parent per year for parent education. Please use the money and submit your receipt and requisition to the Treasurer. Share with your parent community. There is learning support.
  - iii. Rainbow crosswalk has been supported by DPAC, encourage PACs to do the same if they are able

- b. Treasurer's Report – Chantale Hubbs
  - i. See attached budget
  - ii. 100% participation in BCCPAC. All PACs have registered! This is a fantastic level of engagement.
  - iii. Emergency Preparedness Fund now closed: over \$10,000 emergency funds now in our schools
  - iv. Community gaming Grant: Almost \$380,000 has come into the Langley District this year! This is amazing and very encouraging that schools can receive gaming funds. There has been no change to gaming budgets for the 2020/2021, so it appears at this time we can expect the same funds for next year.
- c. Written Committee Reports: Langley DPAC participates in and/or leads a number of committees and adhoc working groups. We will be submitting updates in written form to be attached in the minutes.

**10. Announcements**

- a. Next School Board Meeting: January 26<sup>th</sup> 7pm
- b. Next DPAC Meeting: February 18, 2021, online

**11. Adjournment - 8:35**





Langley District Parent Advisory Council  
General Meeting  
**Adopted Minutes**  
February 18, 2021

Meeting Held Online via Teams

**1. Call to Order 7:06pm**

HDSMS, Gordon Greenwood, DW Poppy, Shorteed, Betty Gilbert, Topham, Lynn Fripps, North Otter, Langley Fundamental Elementary, Uplands, Peterson Road, James Kennedy, Belmont, LFMSS, Willoughby Elementary, Yorkson Creek Middle, ACSS, PEMS, LMCS, Parkside Centennial Elementary

Total Schools: 45, quorum needed: 20% = 9 needed. Meets quorum

**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.

**3. Adoption of**

- a. February Agenda – Adopted
- b. January 2021 Minutes - Adopted

**4. Special Presentation:** Career Education in Langley with George Kozlovic District Principal - Instructional Services

All students have career development needs. All occupational choices, learning pathways and directions are valued and deserve respect. Career conversations with students are critical. Career education carries through from K - 12. Students are exposed to it throughout their school and becomes more in depth as they advance through grades.

Capstones Review: (i.e., service strand, or passion project)

**Presentation slides attached as schedule** to review in details the capstone review along with other opportunities in the district such as non-trades / trades.

Highlight of work experience benefits to assist students with career selection and youth in training programs for trades. Total of 8 programs offered around the trades.

Video: <https://vimeo.com/509993216/aaa2bc829e>

**5. Report:** Tony Ward, School Board Trustee

Rainbow crosswalk has received enough funding. Public announcement coming on Tuesday. Meet the candidates discussion is on line. It was recorded and you can review their platform for further information. Election date is Feb 27<sup>th</sup>.

**Question:** If more donations come in for rainbow crosswalk. What happens to those funds?

A: District has been given an approx cost of 12K. It could be less / more. There is a pending committee meeting for LGBTQ+ and perhaps if there are additional funds, the committee can determine how best to spend those. DPAC can bring back this answer to PACs.

**6. Reports:** Superintendent, Gord Stewart

COVID Fatigue is happening all over the place. Seems to be that it's going to be a bit of a stretch. There has been a slight spike in numbers in the area. The transmissions are not in schools, but in the community. Looking for community to follow the rules. There has been no recorded student to student transmission. Or recorded Child to Adult transmission.

97% of kids are back in school

Data supplied:

- 8 schools that have not had a case
- 9 schools 1 case
- 7 schools have had 2 cases
- 43 sites in total

**Regional:**

DW Poppy Community total of 9 with 8 at Secondary, 1 Peterson Road Elementary

LFMSS (incl. LFA, LEC and Vanguard): 12 total

Walnut grove: 6 notification WGSS, 15 total

Aldergrove: 16 total

Brookwood: 16 total

LSS: 25 total

Willoughby 42 cases with 15 being at RE Mountain

Richard Bullpit: 6, RC Garnet 6

**Month over Month data:**

Oct = 9

Nov = 36

Dec = 26

Jan = 22

Feb =42

**Note:** *Other school districts in lower mainland are reporting similar bumps in numbers for February.*

Looking for ways to celebrate kids and community in a safe way during COVID. Great example is the Rainbow crosswalk.

Letter will be circulated tomorrow Feb 18<sup>th</sup>, that shows the Langley School District commitment to anti-racism and find a way to recognize and move forward.

**Outdoor Playground:** Approx 30 going in using COVID funds and supports outdoor learning.

**Health and Safety:** Public Health Officer has made real changes around physical activities and ensuring materials are kept clean and outdoor activities are promoted. Managing music / band to ensure physical distancing

**Masks:** Example: If teacher is at front in a classroom and over 6ft away. They don't have to wear it at all times. There are rules around distancing and being outside to promote safety. The focus is to not make others feel bad if they choose not to wear one.

**Questions:**

1. On behalf of HD Stafford PAC: Has a decision been made about maintaining the Transition model beyond Spring Break?  
A: September Start up, what does that look like? Looking to make changes in September. No public announcements yet. We need a bit of confidence on what that will look like. More than likely details to follow post spring break. If your child is in TSA Model, connect with your school to plan the transition to come back. It will be open until June.
2. Highschool students required to wear masks at all times?  
A: their work stations do not require mask wearing. If they get up, mask on, but not required the entire time. Many do; however not a requirement.
3. On behalf of the Uplands PAC - we heard there is a letter from the district outlining there is to be no hot lunch, even if your school has outside doors on each classroom and has it ordered in. Is this the decision?  
A: No time to answer this question due to tight timelines. DPAC will take this question and come back.
4. Will the district look at learning loss once COVID is over? (assume numeracy literacy)  
A: District is aware of it. They are trying to recognize kids struggling and offering additional support where needed. It could take 2-3 years to change / make up.

[Info@langleydpac.ca](mailto:Info@langleydpac.ca) If you have any more questions

**7. Old Business**

1. Constitution & Bylaw Vote: The President advised that there is a Subsidiary Motion being brought forward by the Constitution and Bylaw Committee that would supersede the Main Motion on the table. We will hear the subsidiary motion first.

**MOTION** by VP 2: Move that we table the adoption of the Constitution and Bylaws and Policy and direct the committee to review and accept or reject the suggested revisions that were submitted by the membership after the last meeting.

*Second: VP1*

*Favour: 19*  
*Opposed: zero*  
*Abstain: 5*

**PASSED**

**MOTION** The Constitution, By Law & Policy Review Committee moves that we adopt the newly revised and updated Constitution, By Laws, and Policy Manual as circulated, replacing the current Constitution, By Laws, and Policies.

**Main Motion is tabled and will be brought back to DPAC in March**

**2. New Business**

- a. **School Board Trustee:** DPAC recorded interview of trustee candidates – **Vote Feb 27<sup>th</sup> 2021**
- b. **Parent Breakout Session (10min)** *The President advised that the General would likely exceed our 9pm end time, and recommended this item be tabled to March Meeting. No objections.*

**3. Executive and Committee Reports – The President advised that the General would likely exceed our 9pm end time, and recommended we receive the President, Treasurer and Committee reports in written form. No objections.**

- a. President's Report - Alicia Rempel
- b. Treasurer's Report – Chantale Hubbs
- c. Written Committee Reports: Langley DPAC participates in and/or leads a number of committees and adhoc working groups.

**4. Announcements**

- a. Next School Board Meeting: February 23<sup>rd</sup>, 7pm
- b. Bi-election vote for Trustee February 27, 2021
- c. Next DPAC Meeting: March 11<sup>th</sup>, 2021, online

**5. Adjournment 9:16pm**



## **President Report – Alicia Rempel**

### **February 2021**

DPAC is playing an active role in the districts review of policies and guidelines around Emergency School Closures – when they happen, which isn't often but does tend to occur at least a few times a year, they can cause uncertainty for parents. The district has asked us to facilitate a conversation with our parents to get a sense of the collective opinion. Do we want teachers to assign work on a snow day? Do we want to wait an hour or two after school is scheduled to start, to see if the power comes back on? Are there different opinions if your child is in Elementary vs. High School? We are thankful to the district for their engagement with us on this issue and are pleased to have so many DPAC reps and ask to complete our survey.

We are have also been very engaged in the Rainbow Crosswalk initiative – through participation on the LGBTQ Committee that myself and MAL Geraldine McManus sit on. It is so heartwarming to see both PAC and community support.

It is at this point in the year, where we start to look towards the coming year. Planning, budgeting (April) and... elections (May). If you have the time during your PAC meetings, ask your parents what they want to see from DPAC. What ways can we help PACs be successful? What issues do you need more advocacy on, from us? Send us a message – even bullet points – with some areas we can consider supporting.

Next week is Respect and Diversity week. It will be celebrated and acknowledged in different ways across our school communities and we encourage you to ask your children about the activities in their school and engage with them about what respect and diversity looks like to them, and what that might look or feel like in your family.

Finally, as you know DPAC offers 2 scholarships for graduating SD35 students, the Richard Bulpitt Educational Award as well as 2 scholarships for students who are in the trades stream. I encourage you to share these opportunities with your parents and students where applicable.



# DPAC General Account

January 31, 2021

Income	Actual
Opening Bank Account Balance	\$42,160.96
BCCPAC MSP	\$225.00
Service Charge Reversal	\$4.95
<b>Total Income</b>	<b>\$229.95</b>

Expenses	Actual
Chq # 398	\$75.00
Chq # 408	\$75.00
Chq # 416	\$266.08
Monthly Plan Fee	\$4.95
<b>Total Expenses</b>	<b>\$421.03</b>

**Account Balance** **\$41,969.88**

**Cheques not yet cleared.**

Chq#	AMT	
409	\$300.00	
410	\$75.00	
411	\$300.00	
412	\$285.59	
413	\$300.00	
414	\$300.00	
415	\$300.00	
417	\$230.21	
418	\$300.00	
419	\$1,000.00	
<b>TOTAL</b>	<b>\$3,390.80</b>	<b>\$38,579.08</b>

<b>Emergency Preparedness Funds Allocated</b>	<b>\$14,400</b>
<b>Emergency Preparedness Funds Used</b>	<b>\$10,318.29</b>
<b>Emergency Preparedness Funds Re-Absorbed</b>	<b>\$4,081.71</b>



## DPAC Gaming Account

January 31, 2021

Income	Actual
Opening Bank Account Balance	\$3,428.62
<b>Total Income</b>	<b>\$3,428.62</b>
Expenses	Actual
Service Charge	\$1.95
<b>Total Expenses</b>	<b>\$1.95</b>
<b>Account Balance</b>	<b>\$3,426.67</b>
<u><b>Cheques not yet cleared.</b></u>	
<b>TOTAL</b>	<b>\$0.00</b>
<u><b>Funds Remaining:</b></u>	<u><b>\$3,426.67</b></u>

## **Committee Reports – DPAC meeting Feb 2021**

**Inclusive Education Committee Meeting** – Rebecca Hardin Meeting held on Feb 8<sup>th</sup> 2021

### **Introduction to Inclusion Langley Society. Presentation by Dan Collins**

Works to support approximately 1200 families. Review of how they receive funding including gaming and fundraising. Referrals come from Langley Memorial, Fraser Health and is primarily homebased and individual. Currently 300 children waiting at any given time for supports into the daycare/preschool posts.

*Discussions:* District to engage with families so they know of the supports (links on district website)

Requests to have presentations shared to assist with contacts. Dan can put items together to share at future admin.

### **Diversity and Inclusion: Magdy Ghobrial is transitioning into the role March 1, 2021**

Report in May 2021 to come

**Diversity and Respect Week: Feb 22 – 26: celebrate diversity.** We all belong buttons will be distributed to students who want one. Masks purchased for SOGI Leads, GSAs, Admin and counselors. Staff have also ordered “be an ally poster” managed by Jessica Bain and Golda Janzen.

### **Completion rates: - Mal Gill / Mike Pue**

Transition goal of 90% for this school year. Currently at 93% completing at 6 years. Actual numbers that graduate to those that started in grade is at 88.5%. With 74% graduating within 6 years. Statistically reached a plateau and district staff looking to work with individual students to see what can be done and changed from K-12.

### **Inclusion presentation: Elise Rehnby WGSS**

Students are in classes they would not normally attend. They don't have to be taken out of classes and resource teachers in their classes to provide in-class support. Resources classes are before and after school to provide direct teaching. Cohort still has challenges. Support from district with RTI, Jennifer Katz and Katie White and assessment team. Middle schools are doing great supporting diverse learners. Team leaders taking on literacy instruction so that all teachers teach reading and literacy.

*Feedback questions on “what we can do” have been received and are being reviewed*

**LGBTQ+ Committee** – Geraldine McManus & Alicia Rempel. No update; Next meeting, March 1 2021

**Langley Children Committee** – Alicia Rempel. Saleema Noon Parent Education session “Talk Sex Today” (FREE) is on March 8<sup>th</sup>. Registration required <https://linktr.ee/LangleyChildren>



**Child & Youth Mental Health and Substance Use Local Action Team** – Alicia Rempel. No update, Next meeting March 8 2021

**Scholarship Committee** - Amita Gill & Alicia Rempel

We will be looking for parent volunteers to assist with the scholarship judging. Please email [scholarship@lanlgeydpac.ca](mailto:scholarship@lanlgeydpac.ca) if you are interested in helping.

**Emergency Preparedness Committee - Jodi Stiglic and Teresa Blades**

**COVID 19:**

District is in the initial stages of planning for next year. Questions for consideration:

Where are we going to be? How many vaccines? Do we use the cohort model? How nimble do we have to be? What are we planning? Exploring models for September.

It was asked about having the ability to ensure all relevant staff are being contacted in the event of an exposure. Mal advised that all administrators are being encouraged to communicate to all appropriate staff.

**School Closures:**

Process: Mal explained what happened on the day of Jan 13<sup>th</sup> with the power outages. 23 schools were without power at 5:30am, as the morning progressed there were only 6 schools without power by 8am. This is different than a snow day as power can come back at any time. They are looking at the process and the expectation of students and staff.

Procedures: Jodi asked to have a resolution before winter was over. Mal said they had a meeting the next week and was planning on reaching out to the parent community.

**School Telephone Lines:** The district is looking into using a messaging system to be sent out in cases of emergency.

**Snow Closures:** the district is ready for any snow closures.

**Other:** Mal explained that there was a fuel spill incident near WGSS, several vehicles were vandalized in the area causing gas to spill and entered the drainage system. The fumes were entering the HVAC system. The fans were working but the smell was strong in some areas. This ended up being a late start for the students.

**School Messenger:**

Jo gave an overview of the school messenger system. She explained the concerns of the MyEdBC as a method of communication. School messenger is free and provides communication to parents/families. Text message service requires an opt in from parents. It is ready for a full launch at the end of February. Some middle and secondary schools have been using the system already.

**SD35 App:**

They are waiting for the launch of the school messenger system to be launched and in full operation. The SD35 app could be seen as a duplicate of the school messenger system, however the app works well for students and staff with providing direct access to all websites. They are looking to launch the S35 app after Spring Break.

**Communications Committee Next meeting, March 11 - Jodi Stiglic**



# CAREER EDUCATION IN LANGLEY SCHOOLS

PRESENTATION to DPAC – FEBRUARY 18, 2021



# ACKNOWLEDGEMENT OF TRADITIONAL TERRITORIES

I would like to start by acknowledging as we gather this evening to continue our work to inspire all of our learners to reach their full potential that we do so on the traditional, ancestral, and unceded territories of the Matsqui, Kwantlen, Katzie, and Semiahmoo First Nations.

## GOAL OF LANGLEY CAREER EDUCATION DEPARTMENT

- Ensure *ALL* students have access to meaningful career opportunities to assist them in developing successful transition plans

---

# A FEW OF OUR VALUES...

- 
- All students have Career Development needs.
  - All OCCUPATIONAL CHOICES, LEARNING PATHWAYS, and DIRECTIONS are VALUED and DESERVE RESPECT.
  - Career conversations with students are important.

# CAREER CURRICULUM (SCHOOL) OPPORTUNITIES

Required  
Career Ed  
courses



Ministry of Education Website

<https://curriculum.gov.bc.ca/curriculum/career-education>

Curricular Competencies – Continuous View

<https://curriculum.gov.bc.ca/curriculum/continuous-views>



# WHAT IS CAREER EDUCATION?

Not just about “what” you want to be



Not just about “what” you want to be





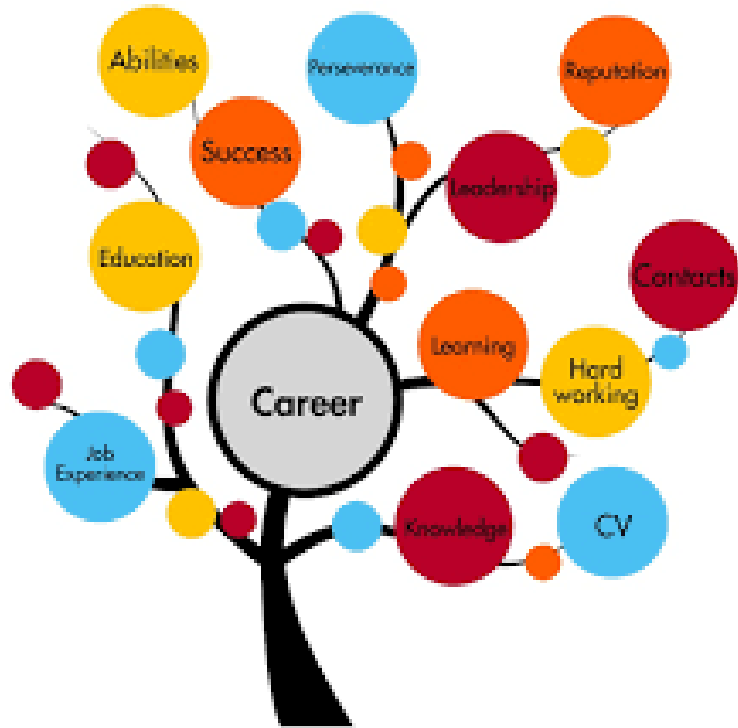
# The Educated Citizen



- thoughtful, able to learn and to think critically, and who can communicate information from a broad knowledge base;
- creative, flexible, self-motivated and who have a positive self image;
- capable of making independent decisions;
- skilled and who can contribute to society generally, including the world of work;
- productive, who gain satisfaction through achievement and who strive for physical well-being;
- cooperative, principled and respectful of others regardless of differences;
- aware of the rights and prepared to exercise the responsibilities of an individual within the family, the community, Canada, and the world.

**BUT "WHO"  
YOU WANT  
TO BE...**

# DEFINITION: CAREER



- The word “career” comes from the Latin for cart or chariot (carrus), a mean to carry you from one point to another.
- A career is about the life you want to lead,
  - Not just a job, occupation or profession
- It involves deciding among possible and preferred future

## IMPORTANCE OF CAREER EDUCATION

- “A person’s ‘career’ is considered their journey through life.”
- The constellation of life roles an individual plays over their lifetime.
- Career Education curriculum allows students to pursue this journey – K to 12.





# THE K TO 12 LEARNING JOURNEY



# CAPTURING THE K TO 12 LEARNING JOURNEY



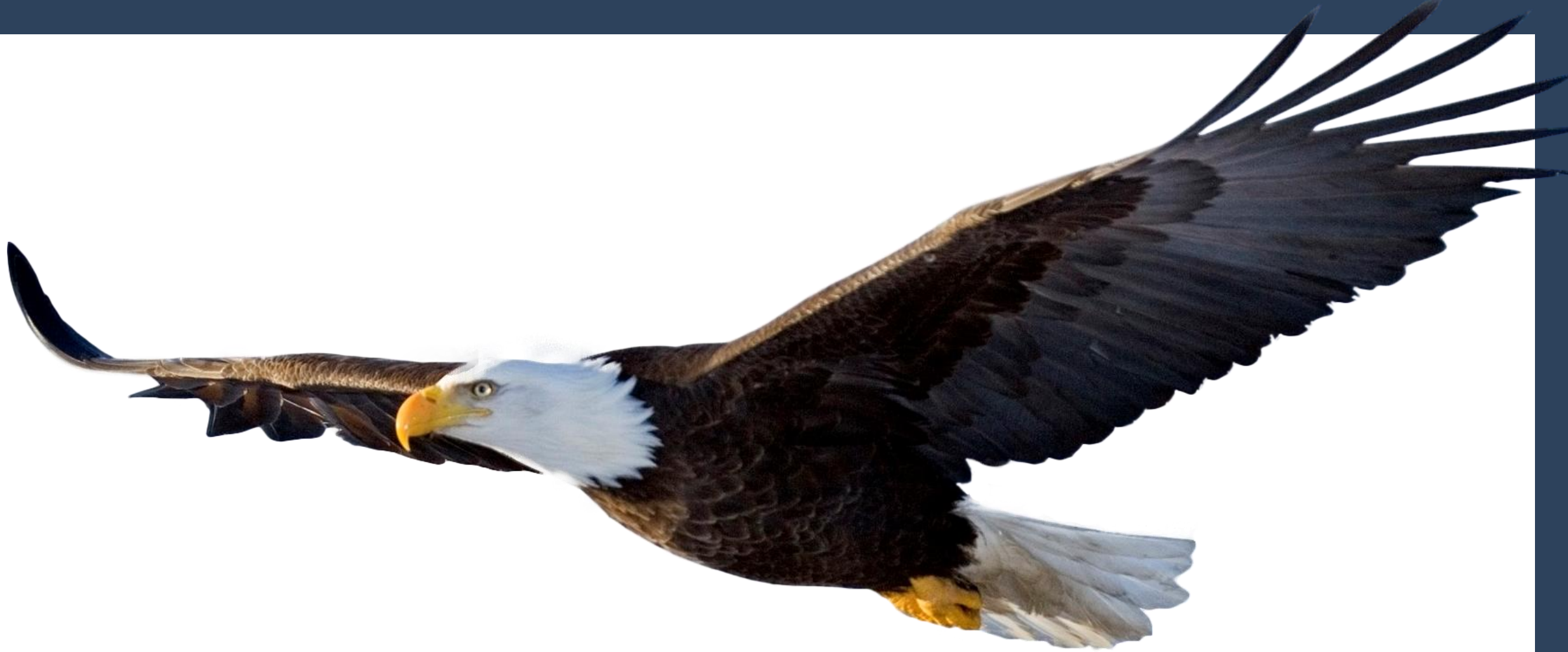


# CAPSTONE 12

## Career Ed Required courses



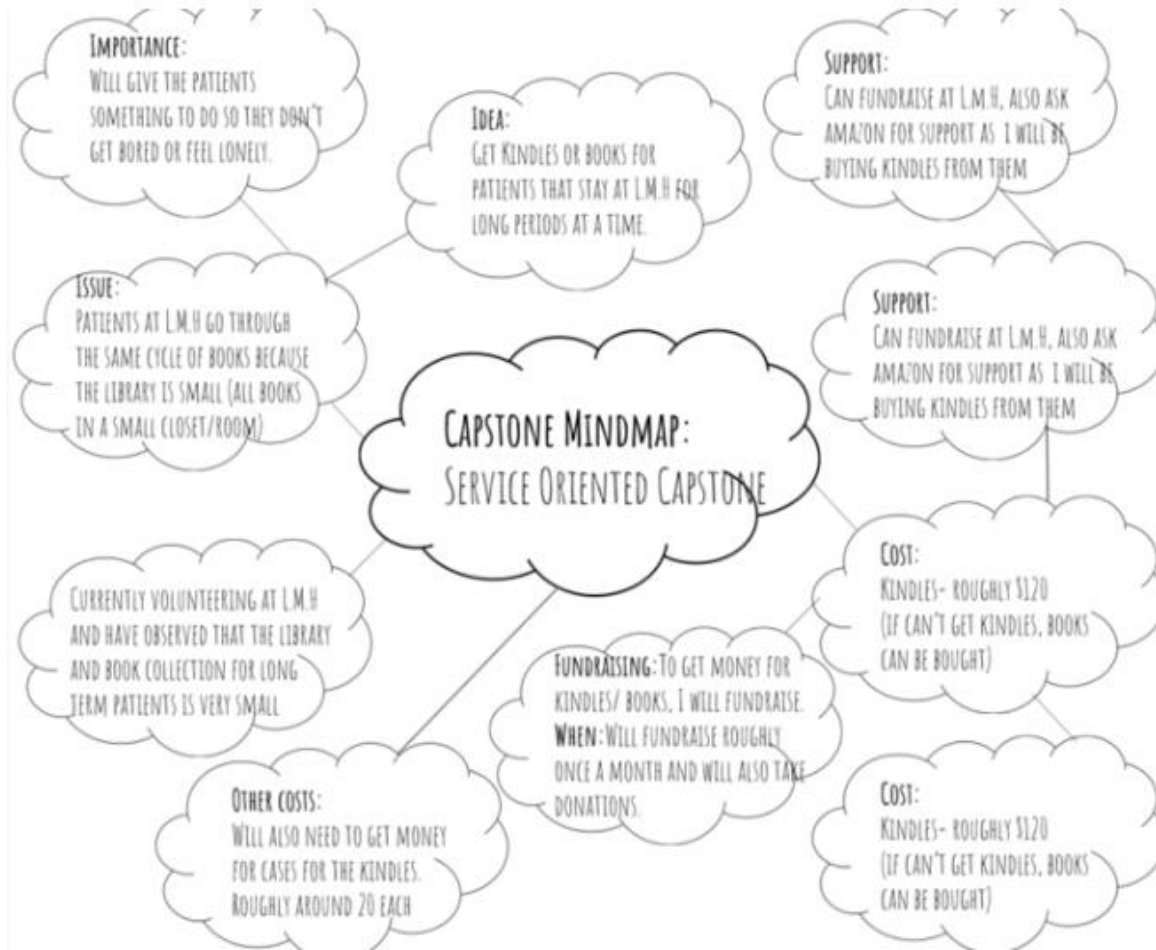
- Graduation Requirement (replaced Graduation Transitions)
- Separate from Life Connections Course
- Consists of three main components
  - Capstone Project
  - Learning Journey
  - Transition Plan
- Mentorship



# Outstanding Capstones



# Capstone Project

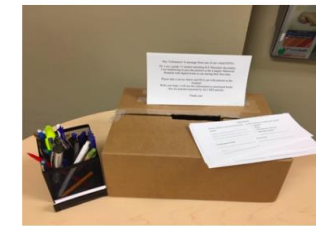


## 6 Core Competencies

- C** Communication
  - Communicate and engage with others.
  - Obtain, evaluate, and present information.
  - Collaborate to plan, apply, and test new procedures and activities.
  - Exhibit respect and reflect on experiences and accomplishments.
- T** Creative Thinking
  - Imvise and value.
  - Generating ideas.
  - Developing ideas.
- T** Critical Thinking
  - Analyze and critique.
  - Question and investigate.
  - Develop and design.

- PS** Positive Personal & Cultural Identity
  - Relationship and cultural context.
  - Personal values and choice.
  - Personal strengths and abilities.
- PS** Personal Awareness & Responsibility
  - Self-determination.
  - Self-regulation.
  - Well-being.
- PS** Social Responsibility
  - Contributing to communities and being for the environment.
  - Taking problems in personal ways.
  - Working diversity.
  - Building relationships.

## Step 3: Providing the Kindles

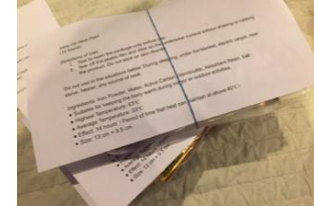


Manreet Khera

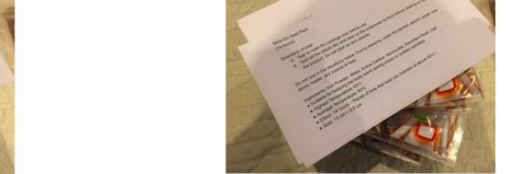
## Overall Takeaway

This was an eye opening experience that taught me a lot about the world around me. With my hectic schedule, I often lost the motivation to help those in need. This project helped me to rediscover that desire.

- 01 | We are all people
- 02 | Everyone deserves compassion
- 03 | Live to serve others



Organizing the heat packs with the instructions attached to them



# Service/Event Strand: Helping the homeless

## SERVICE/EVENT STRAND

- Chloe Lim – WGSS
- Project – design, produce, market and sell an environmentally friendly tote bag in District and community
- To involve other students, put out challenge to design a symbol that will merge environmentalism with philanthropy
- All money raised will go to Langley School District Foundation for Food for Hunger Program

### Calling all **STUDENT** Designers

We want you to design Langley's Community Tote Bag. The bag, made from environmentally-friendly materials will feature the winning design and will be for sale throughout the district and community. All profits from the sales will go to the Langley School District Foundation to support Food for Thought Programs for Langley students.

The Foundation logo must be incorporated in the design. Email [chloekim672@gmail.com](mailto:chloekim672@gmail.com) to receive black version of the logo.



**HOW TO PARTICIPATE:** Email black design in vector format as png, PDF, AI or EPS. Rasterized files are also acceptable as JPEG or TIF with transparent background to [chloekim672@gmail.com](mailto:chloekim672@gmail.com).

**DEADLINE FOR SUBMISSIONS IS: Friday, March 12, 2021**



Occupation  
Strand:  
Film Set Make-  
Up Artist





Occupation  
Strand: Sports  
photographer

[Stanley's PHOTO  
BUSINESS website](#)



# The Controversies of Book Banning & How it Affects Freedom of Thought

Sara Coulthurst

Research Strand





# Shifting our World from Fast Fashion to Sustainable Fashion

Research  
Strand



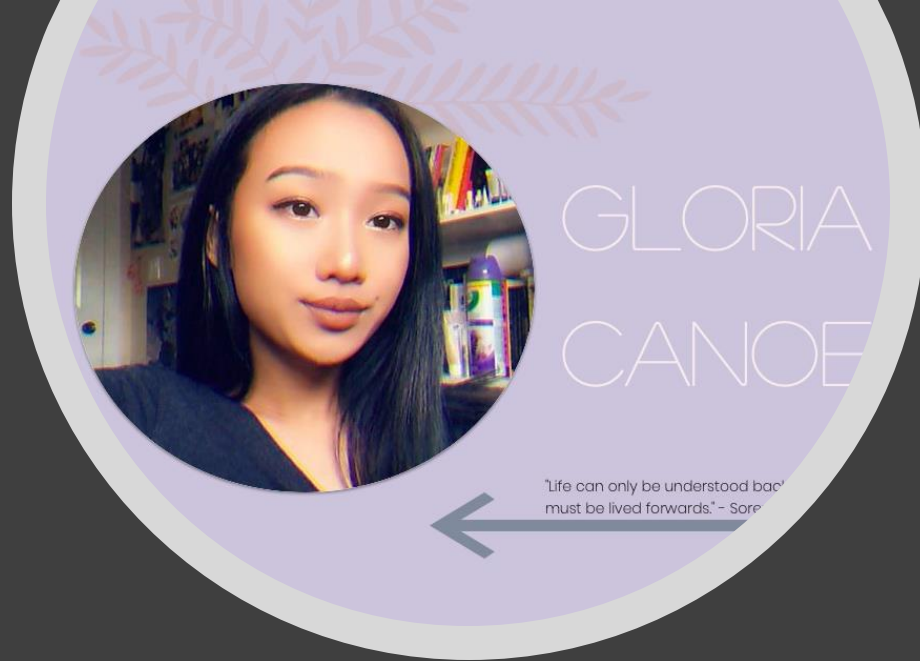
# DREAMS

Essential Question: What factors in our day to day lives affect how we dream?

Research  
Strand

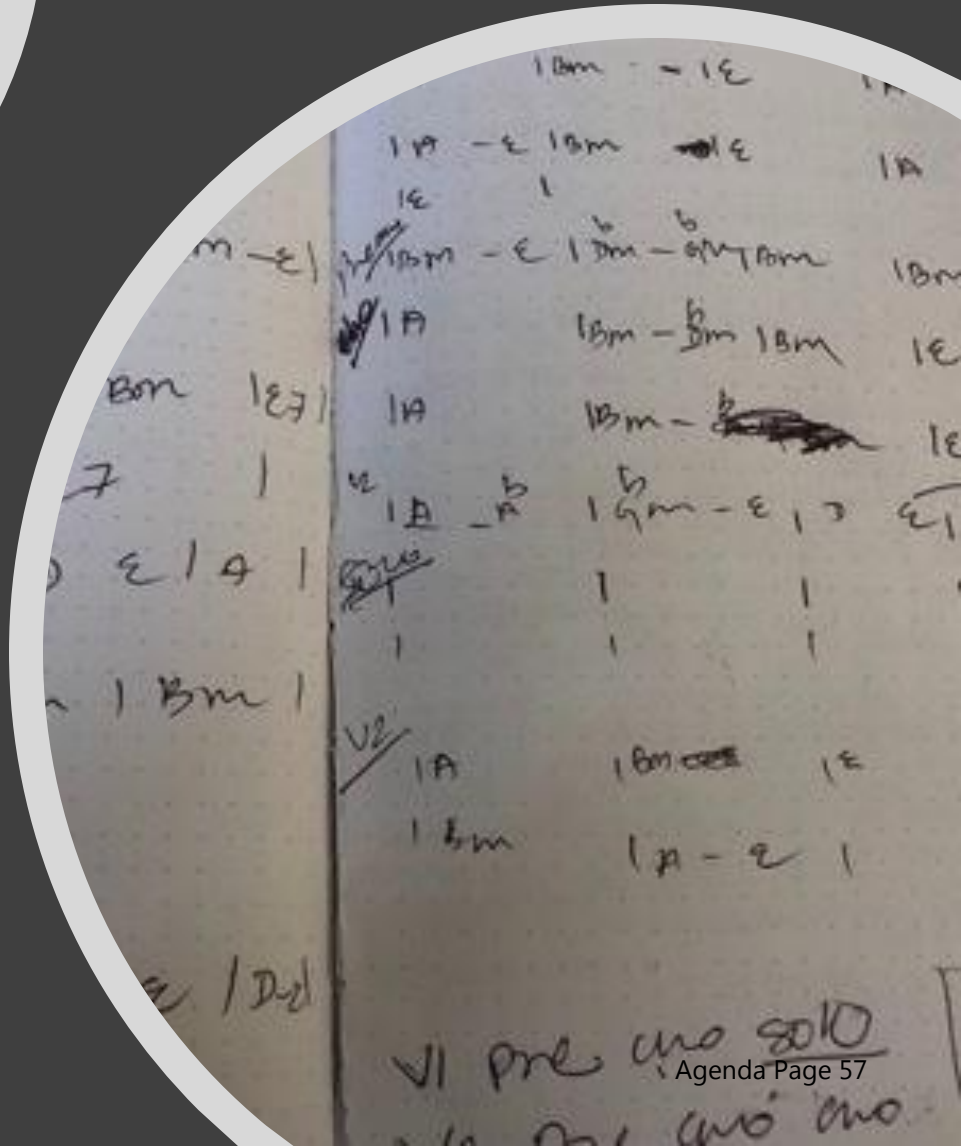


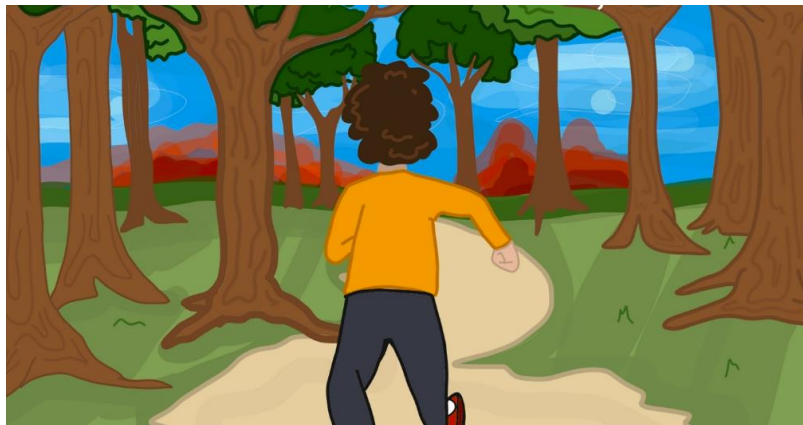
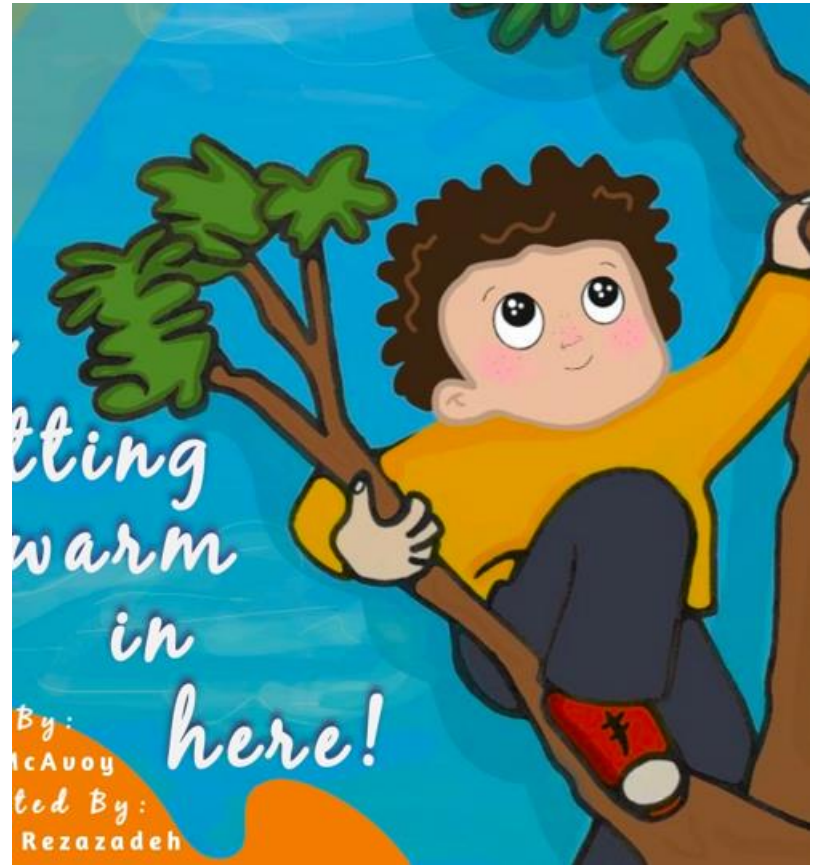
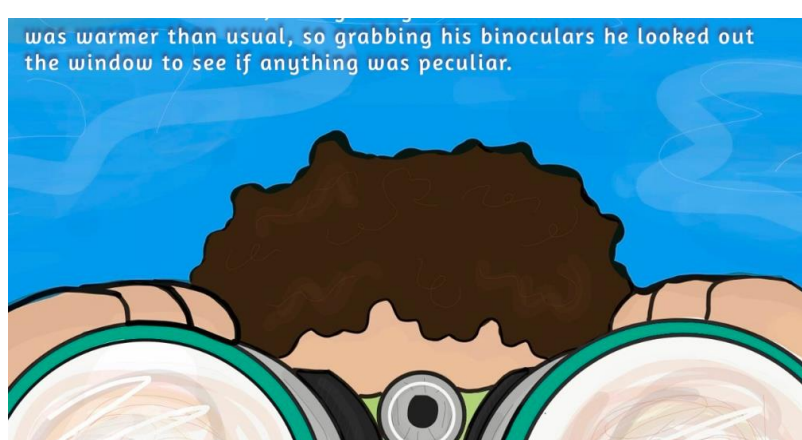
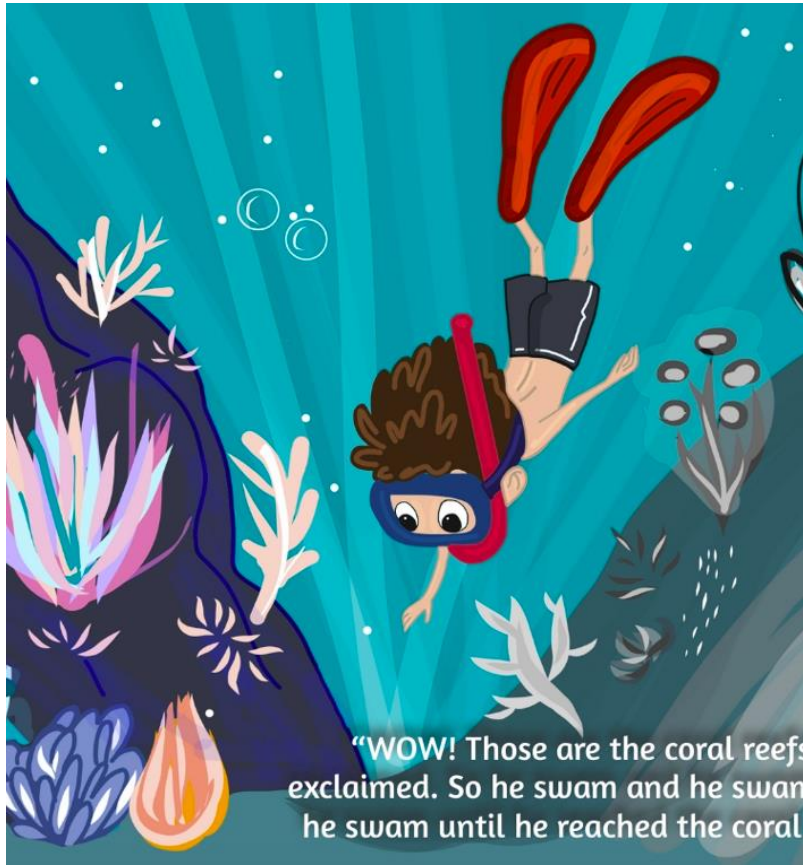
Gloria Canoe



Project Strand:

Wrote own music, lyrics and recorded song (acoustic & remix versions)





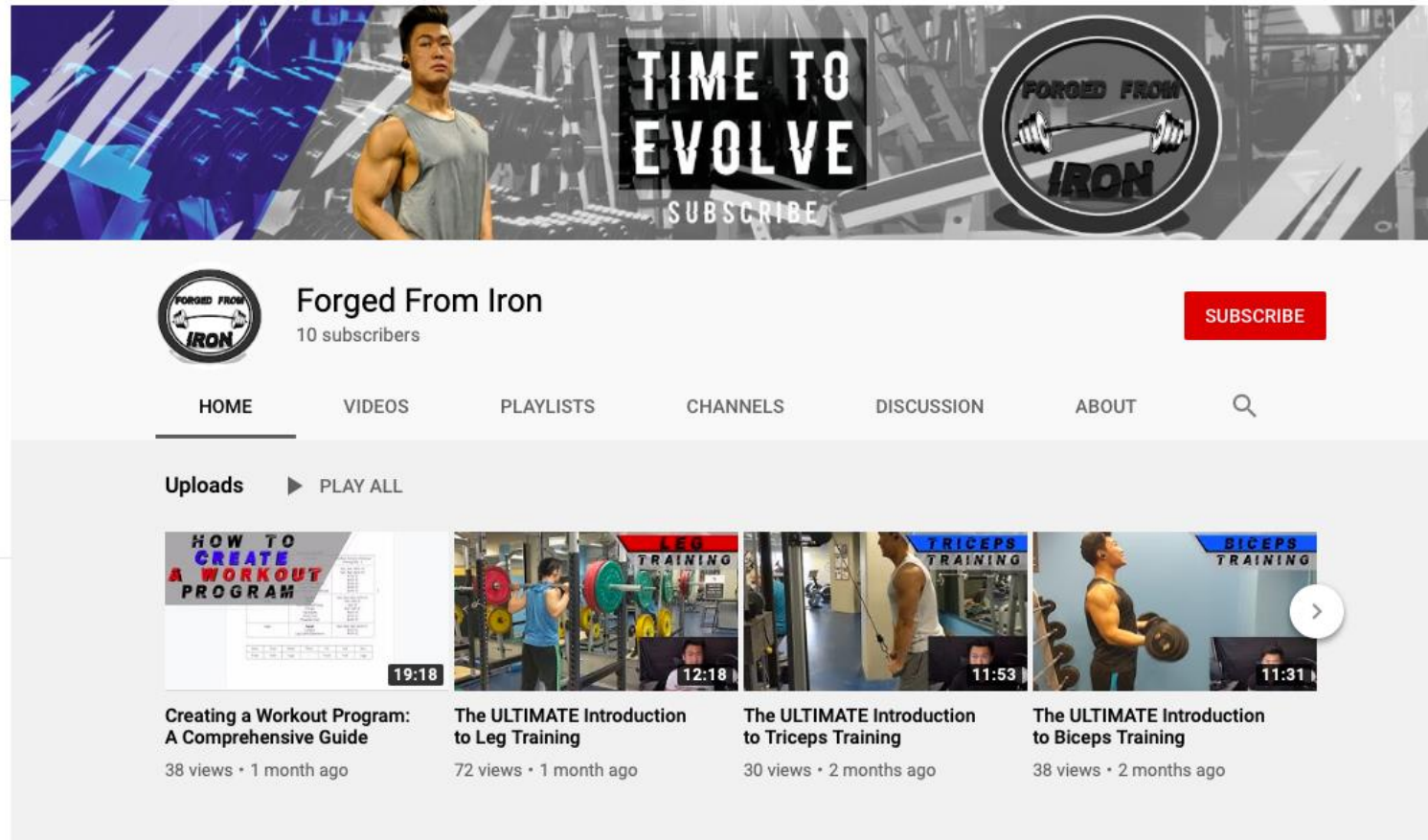
Project Strand:  
Wrote & illustrated a children's book

---

Laura McAvoy & Melika Rezazdeh



# Project Strand: Developing Fitness YouTube Channel



**TIME TO EVOLVE**  
SUBSCRIBE

**FORGED FROM IRON**

**Forged From Iron**  
10 subscribers

SUBSCRIBE

HOME VIDEOS PLAYLISTS CHANNELS DISCUSSION ABOUT

Uploads ▶ PLAY ALL

**HOW TO CREATE A WORKOUT PROGRAM**  
19:18  
Creating a Workout Program: A Comprehensive Guide  
38 views • 1 month ago

**LEG TRAINING**  
12:18  
The ULTIMATE Introduction to Leg Training  
72 views • 1 month ago

**TRICEPS TRAINING**  
11:53  
The ULTIMATE Introduction to Triceps Training  
30 views • 2 months ago

**BICEPS TRAINING**  
11:31  
The ULTIMATE Introduction to Biceps Training  
38 views • 2 months ago

Each video is professional and polished and details anatomy, the purpose of the exercise and provides a physical demonstration.

<https://www.youtube.com/channel/UCSb9R4tz5t-gJf1lUJdWRYg?>



## PROJECT STRAND - SOCCER SHOE FOR PROSTHETIC LEG

"I ONCE CRIED BECAUSE I HAD NO SHOES  
TO PLAY SOCCER, THEN I MET SOMEONE  
WHO HAD NOT FEET"

# SD35 CAREER ED (DISTRICT-WIDE) OPPORTUNITIES

Non-Trades  
Occupations



Trades  
Occupations



# CAREER SPOTLIGHT SESSIONS

- Hosted virtually on Zoom
- Panel of experts to discuss their career, Q&A
- Moderated by SD35 staff
- Students must register in advance
- Find out more by following us on social media

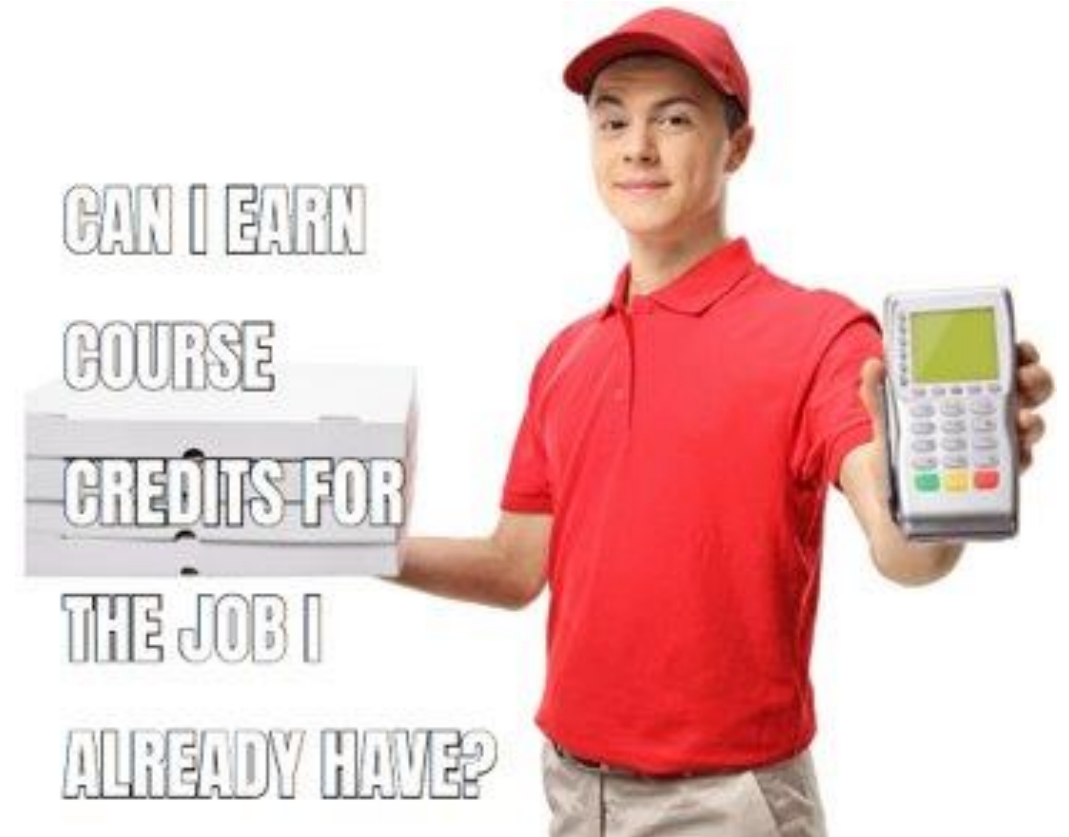




# CAREER SPOTLIGHT SESSIONS

<b>Tentative schedule</b>	
<b>November</b>	Health Care Services (130+ participants!)
<b>December</b>	Law Enforcement/Military (100+)
<b>January</b>	Film Industry (80+)
<b>February</b>	Trades (40+)
<b>March</b>	technology
<b>April</b>	Hospitality & Tourism
<b>April</b>	Business & Community Leadership
<b>May</b>	Helping Professions

# WORK AND VOLUNTEER EXPERIENCE (WAVE)





ita | YOUTH

**TRAIN**

**IN TRADES**

# YOUTH TRAIN IN TRADES PROGRAMS

ita | YOUTH

**TRAIN**

IN TRADES

- Programs to start post-secondary trades training while in high school
- Skip wait lists for Level I/Foundation Programs
- Free Tuition (paid for by school district)
- Earn high school and post-secondary credits (dual-credit)
- Become employable - many jobs for grads and current students

# AUTOMOTIVE SERVICE TECHNICIAN - ACSS

- Also known as a “car mechanic”
- Program includes theory, work experience and practical skill–building
- One semester at ACSS - Feb to July
- Work-experience & four weeks of training at KPU Cloverdale



KWANTLEN  
POLYTECHNIC  
UNIVERSITY



# CARPENTRY - ACSS

- Start working in the construction trade
- Gain carpentry skills and work experience
- 1 semester - Feb to July
- Includes paid WAVE
- 4 weeks of Post Secondary training at KPU Cloverdale





# ELECTRICAL – DWP

- Use your hands-on skills, your math, problem solving, and safety training
- Six months of BCIT training at D.W. Poppy Campus
- Start work as an Electrical apprentice



# HAIRSTYLIST - ACSS

- Full training and salon experience to become a certified hairstylist
- Learn all the skills required:
  - cut and colour techniques
  - salon management
  - hair science
  - customer service
  - advanced techniques
- Two semesters: Feb to Jan
- Practical hands-on and group learning





# HORTICULTURE – KPU LANGLEY

- Learn about:
  - Plant biology
  - Plant identification
  - Pest/soil management
  - Business operations
  - Equipment maintenance/operation
- 6 weeks training at KPU and 2-3 months paid work experience



KWANTLEN  
POLYTECHNIC  
UNIVERSITY



# PIPING/PLUMBING - LSS

- Prepare for the piping trades:
  - Plumbing
  - Pipefitting/steam fitting
  - Sprinkler fitting
- Two semesters: Feb to Jan
- Practical hands-on and group learning
- Includes work-experience & 8 weeks at BCIT





# PROFESSIONAL COOK (PCI) - WGSS

- 2 semesters: September to June
- Practical hands-on and group learning
- Mon to Thurs, 2:30pm – 7:30pm
- ONE SEASON BISTRO - March to May - 5:30pm Tues-Thurs
- Academic requirement: Completed grade 11



VANCOUVER  
COMMUNITY  
COLLEGE

ita | YOUTH  
**TRAIN**  
— IN TRADES —

# RCABC ROOFER LEVEL 1 PROGRAM

Pilot program for this school year:

- ITA Certified training
- 6 weeks from May 3-June 11 (Q4)
- At RCABC Training center near 96<sup>th</sup>/200<sup>th</sup>
- Tuition-free!
- Students must be 18+
- Will likely lead to summer employment



ROOFING CONTRACTORS  
ASSOCIATION OF  
BRITISH COLUMBIA



**Roofer Apprenticeship Youth TRAIN in Trades Program Offered by the RCABC Educational Foundation in Conjunction with the Langley School District**

**6-week program - May 3 to June 11, 2021 (Monday - Friday)**

All training is in person at the RCABC Training Centre located at 9734 201 St, Langley.



- Roofer (Roofer, Damp and Waterproofer) Level 1 apprenticeship training, the first block of technical training toward achieving the nationally recognized Roofer Red Seal.
- Industry Training Authority (ITA) Registration
- Safety training/certification (Fall Protection, Torch Safety, SiteReady/WHMIS, First Aid)
- An introduction to flat roof systems
- An introduction to metal work associated with the Architectural Sheet Metal trade
- The program prepares students to step into their first job on a roofer crew as a Level 1 Roofer apprentice.
- Successful students will be provided an opportunity for employment and apprenticeship.

#### **Important Notes:**

- Be prepared to work outside. The training is only partially outside, but the work is ALL outside.
- No tuition cost to students!
- Students/apprentices will only need work clothes and steel-toe work boots for the practical portions of the training. Everything else will be provided.
- This program would replace student's Q4 classes. ***\*If student has a course in Q4 that they need to graduate, they would have to change that course to Q3.***
- Provides an opportunity to add a Work Experience course to student's schedule. As this program falls within Q4, students could potentially get credit for 3 courses in Q4.
- This program is geared towards Grade 12 students.
- Students must be school age – 18 or younger.

**\*Please talk to your school's Career Advisor if you are interested.**



ita | YOUTH

**WORK**

**IN TRADES**



# WHO IS YOUTH WORK IN TRADES FOR?

- Students who have previously worked, are working or will be working in an ITA trade



# WHY START AN APPRENTICESHIP IN HIGH SCHOOL?

- Start career before graduating
- “Earn while you learn” or “Learn while you earn”
- Make (\$15-20/hr+) before finishing high school
- Continue with apprenticeship or do something else (after grad)
- Earn up to 16 high school elective credits (WRK: 11A, 11B, 12A, 12B)
- *\*May earn \$1000 Award from the government\**



# YOUTH WORK IN TRADES – MOST POPULAR TRADES FOR YOUTH IN BC

PROFESSIONAL  
COOK



CARPENTER



ELECTRICIAN



AUTOMOTIVE  
SERVICE  
TECHNICIAN



PLUMBER



HAIRSTYLIST



HEAVY DUTY  
EQUIPMENT  
TECH



REFRIGERATION AND  
AIR CONDITIONING  
MECHANIC



MILLWRIGHT



MOTOR  
VEHICLE BODY  
REPAIRER



ita | YOUTH  
**WORK**  
IN TRADES

# YOUTH WORK IN TRADES – MOST POPULAR TRADES FOR YOUTH IN BC

<b>PROFESSIONAL COOK</b>  	<b>CARPENTER</b>  	<b>ELECTRICIAN</b>  	<b>AUTOMOTIVE SERVICE TECHNICIAN</b>  	<b>PLUMBER</b>  
<b>HAIRSTYLIST</b>  	<b>HEAVY DUTY EQUIPMENT TECH</b> 	<b>REFRIGERATION AND AIR CONDITIONING MECHANIC</b> 	<b>MILLWRIGHT</b> 	<b>MOTOR VEHICLE BODY REPAIRER</b> 

# WORK BC EXPLORE CAREERS

- Has BC statistics and information for 500 career profiles including: an overview, job duties, future demand, education, earnings, work environment, region, skills and career paths
- <https://www.workbc.ca/jobs-Careers/Explore-Careers.aspx>

## EXPLORE CAREERS



Home > Jobs & Careers > Explore Careers

Discover the career of your dreams. Explore 500 career profiles and get all the details you need, from job duties and wages to projected demand in your region.

Career profiles are based on the [National Occupational Classification \(NOC\) 2016](#). The National Occupational Classification or NOC is a system of classifying and coding all occupations in Canada, and is the basis for occupations listed on WorkBC.

A-Z profile search



Search 500 career profiles by

Job title or NOC

Education level & salary

Occupation categories

Enter job title, keyword(s) or NOC



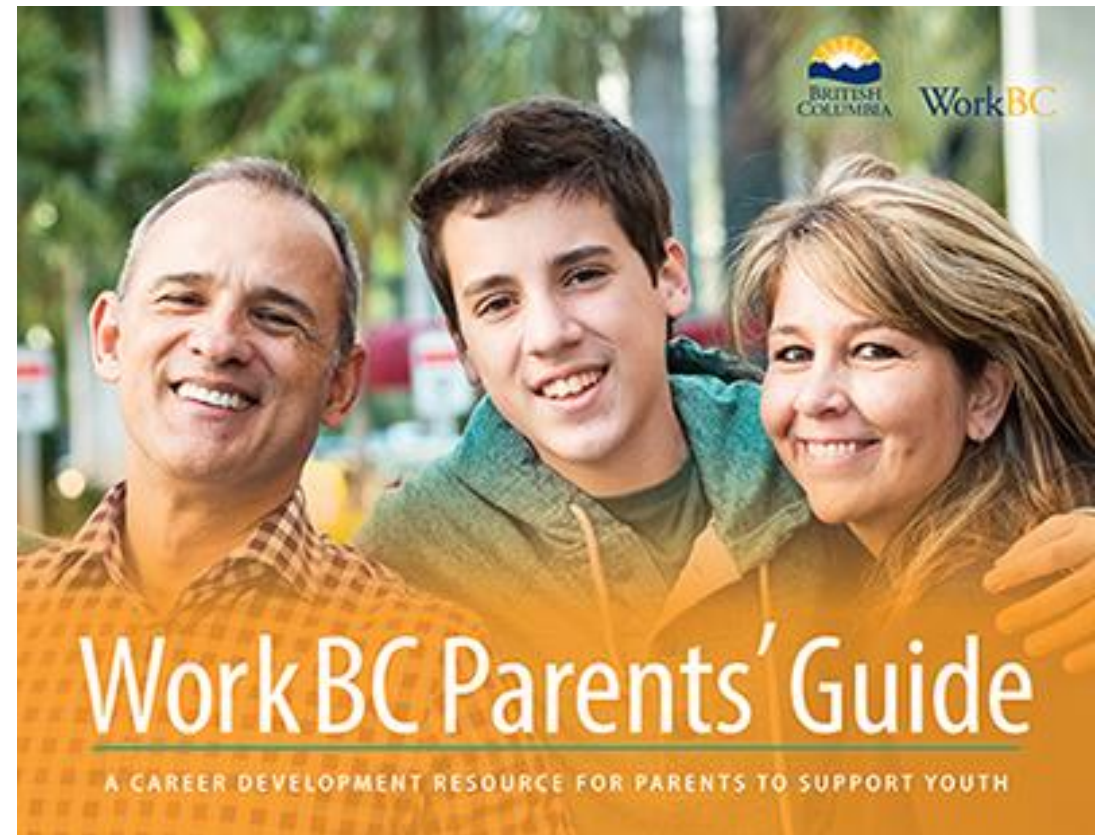
Search





# WORK BC PARENTS GUIDE

- Learn how to help your youth find their direction and succeed in working toward their goals
- Info on High Opportunity Occupations in B.C. and employment trends
- Explore learning paths—from high school course selection to financing a post-secondary education
- Discover online career planning resources



# CAREER TREK

- Over 140 videos of different careers between 4-6 minutes on job sites across BC
- <https://www.careertrekbc.ca>

The screenshot shows the WorkBC Career Trek website. At the top left is the British Columbia logo and the WorkBC text. To the right, it says "Resources for teachers & parents" with social media icons for Twitter, Facebook, and YouTube. Below this is a navigation bar with "Home", "Episodes", and "Skills" tabs. The main banner features a scenic background with a "WORKBC'S CAREER TREK" logo and the text "Featured careers in British Columbia" and "The road to your next job starts here." Below the banner are four buttons: "Careers A-Z", "Map", "Popular", and "Skills".

**DISCOVER A NEW CAREER**

**COMPUTER NETWORK TECHNICIAN** Watch now >

**BRITISH COLUMBIA**  
Lower Mainland/Southwest

West Vancouver

Agenda Page 82



## **PARENTS CAN HELP**

**YOU PLAY A KEY ROLE IN SUPPORTING YOUR ADULT CHILDREN REACH THEIR EDUCATIONAL GOALS.**

Career advice, financial support, emotional support, guidance on navigating adulthood - all contribute to your child's success. Find that balance between support and independence.

## PARENTS AS CAREER COACHES

# CAREERED.SD35.BC.CA

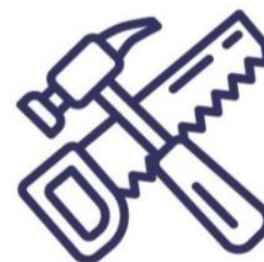


SD35 Career Education



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[TRANSLATE](#)

[Students](#) [Parents](#) [Opportunities](#) [Educators](#) [Employers](#) [Events and Newsletters](#)



Apply now for Youth TRAIN in Trades programs starting in the 2021/2022 school year!





**SD35CareerEd**

763 Tweets



[Edit profile](#)

**SD35CareerEd**

@SD35CareerEd

Langley School District  
Career Education Department

📍 Langley, BC [careered.sd35.bc.ca](http://careered.sd35.bc.ca) 📅 Joined May 2010

**160** Following **557** Followers

Follow us

@SD35CareerEd



# LANGLEY SCHOOL DISTRICT CAREER SERVICES TEAM



- Audrey Milne – Career Education Teacher
- Geoff McSherry – Career Education Teacher
- George Kozlovic – District Principal of Instructional Services
- Lara Petrie – Career Education Teacher
- Lindsey Verbeek – Youth WORK in Trades Program Assistant
- Rani Madray – Career Education Admin Assistant
- Sherri Silcox-Burk – Career Associated Professional





**Attendees:**

Alicia Rempel	DPAC
Amanda Doran	CUPE 1260
Anthony Bruton	CUPE 1851
David Tod	Trustee
Debbie Reimer	CUPE 1260
Diane Courtney	LTA
Elizabeth Beacom	Exempt/Mgmt. Rep
Geraldine McManus	DPAC
Gold Janzen	LPVPA
Jessica Bain	LPVPA
Magdy Ghobrial	District Principal, Diversity and Wellness
Mal Gill	SD35 Assistant Superintendent, Chair
Marla Coulas	Secondary School Counselling
Marnie Wilson	Trustee
Sheryl Barnum	CUPE 1851
Tanya Kerr	LTA President
Zofia Switkowski	Restorative Action Program

**Regrets:**

Cheryl Gabriel	Kwantlen First Nation
Janine Orlando	Middle School Counselling
Leanne Fleming	Elementary Counselling
Marla Coulas	Secondary School Counselling
Rod Ross	Trustee
Sheryl Barnum	CUPE 1851
Tanya Kerr	LTA President

- 1) Welcome & Traditional Acknowledgement - Mal Gill
- 2) Introductions
- 3) Agenda was shared my Mal
- 4) Queer Competency Training - Cicely Bain

Cicely is the co-founder of Black Lives Matter Vancouver. Cicely gave introduction of the Queer Competency Training Workshop

1. Language and Terminology i.e. Uncomfortable is not the same as unsafe.
2. Unpacking the gender binary discussing LGBTQ2S+ what the definitions are in the binary (ie. Demisexual, intersex, fluid, pansexual, lesbian, gay, transgender, non-binary, queer, etc.) QTBIPOC
3. Gender neutral language
4. Strategies for Inclusion - What does microphobia look like in a workplace?
5. Questions

To register for the workshops on March 12 & 22, click link: <https://linktr.ee/LangleyChildren>

- 5) Trustee David Tod - Announcement from Feb 24, 2021 celebrating we have achieved our goal to put in the rainbow crosswalk from RCMP to School Board Office. Marnie Wilson shared Andrew Mercier's shoutout about Langley's upcoming rainbow crosswalk.



## LGBTQ+ Committee - Minutes of Meeting

March 1, 2021 – 4:00pm

via TEAMS

---

- 6) Diversity and Respect Week – Jessica/Gold shared update  
'Be an Ally' Posters up in our schools (thank you to WGSS printshop), masks, buttons,  
new Proud Ally shirts for June Pride month (T-Shirt design contest).

Mal noted that the work we do is all year long to support our students to feel included.

- 7) Madgy spoke to resource (which Renge and Jessica began years prior) created in the district to support Diversity and Respect Week, which is shared among all staff. Online binder includes resources around racism, LGBTQ+, etc. Suggestion to add in the guide for staff speakers that are appropriate for different grades.
- 8) Mal – Planning for June - Pride month - will begin
- 9) Mal – closed meeting with a thank you to everyone

Meeting adjourned.

Next Meeting: May 10, 2021 - 4:00pm

# Inclusive Education Committee

## Minutes of Meeting

Monday, February 8, 2021 1:00pm via MS Teams

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*Integrity, Excellence, Courage, Community*

**Present:**

Alison Nicol	Encompass Support Services Society
Amanda Dornan	CUPE 1260
Chief Marilyn Gabriel	Kwantlen First Nation
Christine Potter-Smith	LPVPA
Crystal Salter	Fraser Health
Dan Collins	Inclusion Langley Society
Daniel Sheriff	Ministry of Children & Family Development
Elise Rehnby	LPVPA
Erin Ronka	Inclusion Langley Society
Graham Esplen	LTA
Jennifer Johnson	CUPE 1260
Katie Pearson	Lower Fraser Valley Aboriginal Society
Lisa Lainchbury	SD35 Safe School/Early Learning
Mal Gill	SD35 Assistant Superintendent, Chair
Mike Morgan	Director, SD35 Learning Support Services
Rebecca Hardin	DPAC
Sanjeev Nand	Langley Community Services Society
Shery Barnum	CUPE 1851
Suzanne Perreault	Trustee

**Regrets:**

Jessica Bain	LPVPA
Magdy Ghobrial	District Principal, Wellness and Diversity

---

**1. Welcome & Introductions – Mal Gill**

**2. Acknowledgement of traditional territories**

**3. Introduction to Inclusion Langley Society – Presentation by Dan Collins**

Highlights of the presentation:

- 62 years since it began in 1959. Merged with Langley Children's Society and work to support approximately 1200 families.
- Funded by various ministries and crown agencies with gaming and fundraising activities, 375 employees and 225 contractors with 10 individuals on the Board of Directors
- Reviewed Organizational Flowchart – 30 different services
- Meet students before they enter school and support them as they are exiting and connect with resources and programs as they enter adult life
- Some of the services include (but not limited to): Infant development programs and aboriginal infant development program, 300 children a year in that program area.
- Referrals typically come from GPs, Langley Memorial or Fraser Health. Primarily homebased and individualized programming
- Slight decline in the first few months of the pandemic but now back on track.
- 300 children waiting at any given time for supports so they can be welcomed into the supporting daycare/preschool spots
- Assist with Kindergarten transitions

## Inclusive Education Committee

### Minutes of Meeting

Monday, February 8, 2021 1:00pm via MS Teams

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- 127 kids on our case load transitioning into schools around the district with an increasing number of students needing supports
- Respite program offered to families from birth to 18 years of age. Where parents can be given occasional breaks in hourly blocks primarily done in homes.
- After school programs (6-8 students) which assist with afterschool supports
- Early year services located throughout the district
- Learning More – check out our LEYC.ca information on the website. Early Years app families can access as well.
- Family Navigators and their contact information is available on the website and they help access child-care services, referrals, housing/food insecurities, supports
- Advocacy initiative: Kids Can't Wait – go to website for Inclusion BC Society and search Kids Can't Wait.
- More resources for Supportive Child Development because of families on the waitlist are needing supports to attend daycares/preschools
- Employment Services/Transition Services: Work out of the Langley City location with 100+ employers per year connected to the program.
- Youth Employment – youth aged 16-24 without government funding and working with Marvin Moedt at the School Board Office.
- Youth Employment Summit: February 18-20 and will be done virtually this year. Youth Employment Summit with employers and speakers to hear from young people's expectations, wants, and needs. Shelley Moore and provincial and national employers will be involved and will share what they are looking for as far as recruitment and meet young people and their families.
- Transitioning Youth with Disabilities and Employment (TYDE): a federal funded 5 year initiative. Curriculum for 14-16 years old and what life looks like post-graduation.
- Working with students who need customized students in the final year where the classroom may not be the best placements. Skill development related to career advancement and employment (5-6 students).
- Work to transition students into adult services without a lapse in services.
- IMPACT – with UBC Canadian Institute for Inclusion and Citizenship. Three years of funding and currently piloting with students in secondary (typically in the summer) and seeing if early access to employment helps increase transition of students entering the work market.

#### *Discussion:*

- District to engage families so they know of the supports through Inclusion Langley and Parent support nights, links on our district website for families to Inclusion Langley.
- TYDE is still in the testing and adapting phase.
- Strong connections with Learning Support Services Department
- Requested to have presentation shared to assist with contacts. Dan is willing to put things together which can be shared with all of our administrators in the future.

#### **4. Diversity and Inclusion**

- Magdy Ghobrial is transitioning into the role March 1, 2021
- Youth engagement, anti-racism platform, LGBTQ+ community
- Do the work we need to support our youth so they feel they belong and are included.

- Report in May 2021 to come
- WE ALL BELONG – Jessica Bain sends her regrets
- Diversity and Respect Week – February 22-26 where we will celebrate diversity and keep doing that work.
- We All Belong buttons/stickers distributed to students who would like one
- We will be highlighting the work of our school that are age appropriate and look forward to sharing some of those highlights and activities.
- Masks purchased for our SOGI Leads, GSAs, Admin, counselors.
- School staff have also ordered Be An Ally Poster headed up by Jessica Bain and Golda Janzen

**5. Completion Rates - Mal Gill/Mike Pue**

- Transition goal of 90% for this school year.
- Currently we are at 93% completing at 6 years.
- Actual numbers that graduate to those that started in grade 8 is at 88.5% graduating (this includes individual students who have moved away as well as who started in grade 8 and we look at who is graduating and not graduating.)
- Transparency about what we are doing recognizing more work is needed and is being done.
- 74% are graduating within 6 years. Statistically reached a plateau and district staff looking at individual students and trends to see what we can do differently from kindergarten to grade 12
- Intent is to decrease equity gaps between large districts and specific demographic groups
- Diverse learners – 71% and 76%. Examining specific data sets and to identify what we can do to decrease the gap
- Questions/Discussions

**6. Inclusion: A Tale of Context and Purpose - Elise Rehnby - WGSS**

- Students in classes they would not traditionally be in
- Don't have pull out classes and have resource teachers in their classes providing in-class support.
- Pleased to see in-class student support model.
- Resource and classroom teachers have stronger relationships and connections.
- Almost all kids were in French 8 and succeeding. Resource classes are before and after-school and still trying to provide the direct teaching for diverse learners.
- Collaborating on instruction, small group instruction.
- Cohort still has challenges.
- Beyond the Classroom
- New principal at WGSS
- 5 -10year journey, more tools for inclusion, plan with intent with UDL
- Teach to the bookends within the classroom setting.
- Assessment that gives feedback and meeting kids where they are at.
- Support from the district with RTI, Jennifer Katz and Katie White and assessment teams
- All diverse learners are everyone's students not just the resource team
- Middle schools are doing a great job at supporting diverse learners, LLI, SEL Team Lead and structures to support literacy learning and connections with adults and other students.
- Team leaders taking on literacy instruction so that all teachers teach reading and literacy.

## Inclusive Education Committee

### Minutes of Meeting

Monday, February 8, 2021 1:00pm via MS Teams

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- Connections with community agencies such as Inclusion BC

#### *The Journey Towards:*

- Planning with lesson planning, UDL to ensure access points in the curriculum so that all teachers are planning to support diverse learners.
- Resource structures still needed
- Purposeful interventions and getting student and parent voice as well

#### *Comments/Discussion:*

- Teach to the kids we have in front of us – our learners have changed since a decade ago.
- KPU article on student success
- How are we mitigating inclusion and pull out support where it is needed: what are the PHO guidelines where we can have exceptions and exclusions. Admin team is trying to solve that so that they get the supports they need in a timely manner.
- Meaningful inclusion – what can we do as a trustees? Discussion on RTI and structures to best support diverse learners.

#### **7. Closing – Mal Gill**

- Thank you for attending to learn more about our partners and the district (successes and stretches)
- Everyone is asked to provide us with the feedback on what we can do and questions.
- Thanks to Dan Collins for the information on Inclusion BC, to Elise Rehnby for presenting and to Jessica Bain and Golda Janzen for their work.

8. Next Meeting – May 3, 2021 at 1pm (via Teams unless advised otherwise)

Meeting Adjourned: 2:25pm



**MINUTES OF THE  
ADVISORY DESIGN PANEL MEETING**

**HELD VIA VIDEO CONFERENCE**

**WEDNESDAY, DECEMBER 1, 2020  
7:00 PM**

**Present:** Councillor Rudy Storteboom (Chair)  
Councillor Nathan Pachal (Vice-Chair)  
Wendy Crowe  
Clark Kavolinas  
Mark Lesack  
Chad Neufeld  
Scott Thompson  
Ella van Enter  
Garth White  
S/Sgt. Don Davidson  
School Trustee Tony Ward  
Rob Chorney

**Regrets:** Heidi Tobler

**Also in  
Attendance:** Councillor Paul Albrecht

**Staff:** Carl Johannsen, Director of Development Services  
Anton Metalnikov, Planning Assistant II  
Kelly Kenney, Corporate Officer

Councillor Storteboom (Chair) asked Councillor Pachal (Vice-Chair) to chair the meeting.

Councillor Pachal called the meeting to order and began by acknowledging that the land on which we gather is the traditional unceded territory of the Salish, Katzie, Kwantlen, Matsqui and Semiahmoo First Nations.

**1) APPROVAL OF AGENDA**

It was **MOVED** and **SECONDED**

**THAT** the agenda for the December 1, 2020 Advisory Design Panel be approved.



CARRIED

2) **APPROVAL OF MINUTES**

It was MOVED and SECONDED THAT the minutes of the November 4, 2020 Advisory Design Panel be approved.

CARRIED

3) **REZONING APPLICATION RZ 04-20**  
**DEVELOPMENT PERMIT APPLICATION DP 06-20**

20172 – 53A Avenue Flat Architecture Inc.

Carl Johannsen, Director of Development Services, provided a brief overview of the planning context for the proposed Rezoning and Development Permit applications.

Vipan Sharma, the applicant and Jaswinder Gabri, project Architect entered the meeting.

Mr. Gabri presented the application, providing an overview of the building with details on the following:

- site plan;
- floor plans;
- parking plan;
- massing renderings;
- material board;
- street view renderings.

In response to questions from Panel members, the following information was provided:

- the setback of the building on 201A St. side will allow provide more than enough distance between buildings for sunlight to reach gardens of neighboring building;
- the project will follow BC Building Code requirements with respect to buffering noise from elevators that are next to bedrooms;
- the site is challenging in terms of finding alternate accessible ramp design;
- There is only one stairway exit from the underground parking; the diagram showing the door swinging the wrong way will be corrected and will show painted exit out of parkade;

- The elevator is the only way to access underground parking through the building; the stairs to the parkade are located outside; can look at having glass canopy to cover the walkway;
- The railings will be aluminum, the rendering will be corrected to show the correct material;
- Can look at providing a cover for the path from ramp access to south entrance
- Can look at modifying the materials used on the entrance to the building to create more weight at bottom of building;
- Agree that the renderings need to be corrected to reflect actual constructed façade and materials;
- The planter boxes on the 5th floor patio space or movable and the area will have concrete pavers; can look at adding benches and more plantings to soften the area;
- Can discuss potential for having fencing on ground floor to separate amenity space from publicly accessible parkade ramp;
- The arbor trellis on the ramp to the parkade does not extend to the bike parking area;
- Will work with CPTED; there will be security cameras in parking area, main lobby, and mail box room; can install windows in parkade so there are sightlines to the street;
- There is no requirement to provide an indoor amenity space for buildings with less than 40 units;
- The adaptable units will be constructed for immediate use;
- Due to geotech issues there can't be any more accessible parking stalls which limits the number of accessible units on the upper floor to two;
- It has not been decided yet as to whether the units will be for sale or rent;
- Air conditioning is an option; it is not provided for all units, only wiring;
- Can look at ways to get more natural light into middle units;
- Can look at ways to increase the visibility coming up the parkade ramp;
- There will be a half glass door installed in the mailroom to provide sightlines into the room from the lobby;
- Can look at providing an additional accessible visitor parking stall in the parkade;
- Podium height on 201A and 53A is 5ft., but tiered planter areas are 2 ½ ft high.

Mr. Sharma and Mr. Gabri left the meeting.

The Committee compiled a list of recommendations for the applicant.

It was MOVED and SECONDED

THAT:

1. The staff report dated October 27, 2020 be received for information; and
2. The Advisory Design Panel recommends the applicant give further consideration to the following prior to the application proceeding to Council:
  - a. Consider noise impact of elevator beside bedrooms;
  - b. Consider alternate accessible ramp design or provide accessible parking closer to the ramp (i.e. on-street parking space option);
  - c. Ensure path between south entrance and parkade access stairs is covered;
  - d. Confirm exiting from parkade complies with BC Building Code;
  - e. Ensure path from ramp access to south entrance is covered from elements;
  - f. Lower stairwell windows to reflect actual construction outcome;
  - g. Ensure renderings reflect actual constructed façade and materials;
  - h. Provide clear transition between brick building base and siding above;
  - i. Consider improved consistency at entrance (i.e. use of brick);
  - j. Add vegetation to amenity spaces on 5th floor and ground floor amenity area (i.e. add another tree);
  - k. Improve sightlines for visitor parking stalls;
  - l. Consider ways to provide additional light into units; and
  - m. Consider an additional visitor parking stall underground (accessible space).

CARRIED

4) **OFFICIAL COMMUNITY PLAN AMENDMENT APPLICATION OCP 01-20**  
**REZONING APPLICATION RZ 03-20**  
**DEVELOPMENT PERMIT APPLICATION DP 05-20**  
20689 & 20699 – Eastleigh Crescent

Carl Johannsen, Director of Development Services, provided a brief overview of the planning context for the proposed Rezoning and Development Permit applications.

The following entered the meeting:

Stefan Ferrario, applicant  
Jess Dhillon, Manager, Development, Redekop Development Corporation  
Kyle Nagtegaal, Project Manager, Keystone Architecture & Planning Ltd.  
Steven Bartok, Principal, Keystone Architecture & Planning Ltd.

Mr. Nagtegaal presented the application, providing an overview of the building with details on the following:

- Transit radius;
- Aerial view;
- Site plan;
- Landscape design;
- Shadow studies;
- Parkade floor plan;
- Floor plans;
- Public Information Meeting summary;
- Site section north/south;
- Site section east/west;
- Exterior elevations
- Material board;
- Project renderings street views;

In response to questions from Panel members, the following information was provided:

- There are two accessible parking spaces on either side of the vestibule and one in the corner in the underground parkade as well as two on the surface level parking; it is unlikely that snow will accumulate on these spots given their location;
- There is fencing to separate the residential parking on the first level from the amenity space;
- Access to the street is secure; the Fire Department has requested larger gate for better access;
- The ramp down to the parkade cannot meet accessibility standards given the slope required; level access is provided to lobby from street;
- The units will be for sale;

- The responsibility for installing security systems in the building is shared by the Strata and the developer;
- Can look into incorporating another gate to make the surface level parking area more secure;
- The indoor amenity space will connect to the outdoor amenity space;
- Lighting in the parkade can be on all the time as there is no direct connection from units to the parking area;
- Privacy screens are only needed for balcony units on one side of the building and they will have fully frosted privacy screens;
- Seating options and additional plantings can be incorporated into the outdoor amenity area;
- there will be trees separating surrounding properties from the parking area;
- There are six EV stalls; it is not known at this point if individuals will be billed individually or whether it will be part of the strata fees;
- First floor units are pre-wired for security;
- An outdoor amenity on the roof levels wasn't considered as there is ample amenity space on the east side which exceeds required amenity space; there were also privacy impacts on neighbours to consider;
- The roof treatment will be reflective in accordance with industry standards.

Mr. Ferrario, Ms. Dhillon, Mr. Nagtegaal, and Mr. Bartok left the meeting.

The Committee compiled a list of recommendations for the applicant.

It was MOVED and SECONDED

THAT:

1. The staff report dated October 27, 2020 be received for information; and
2. The Advisory Design Panel recommends the applicant give further consideration to the following prior to the application proceeding to Council:
  - a. Ensure snow management keeps accessible and other parking spaces clear;
  - b. Consider additional fenced parking areas on surface parking level;
  - c. Utilize secure fencing materials (discourage chain link fencing);
  - d. Provide access between indoor amenity room to outdoor amenity;
  - e. Ensure parkade area is well-lit;
  - f. Add additional benches, seating and garden plots in amenity area;

- g. Utilize reflective roof materials; and
- h. Encourage additional installed EV stalls.

CARRIED

5) **NEXT MEETING:**

February 10, 2021 (Tentative)

Mr. Johannsen proposed two meeting dates in late January/February. The panel agreed to two meetings with a one month period to review applications and draft OCP policies. Dates and times to be determined in early January 2021.

6) **ADJOURNMENT**

It was MOVED and SECONDED

THAT the meeting adjourn at 9:24pm.

CARRIED



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**ADVISORY DESIGN PANEL VICE-CHAIR**



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**DIRECTOR OF DEVELOPMENT SERVICES**





## RECREATION, CULTURE, AND PARKS ADVISORY COMMITTEE

February 10, 2021 at 7:00pm  
Via Zoom

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### MINUTES

#### **Present:**

E. Erickson (Community Co-Chair)  
Councillor K. Richter (Council Co-Chair)  
Councillor E. Woodward (Council Co-Chair)

D. Gendron, M. Jackstien, D. Kang, M. Pratt, and J. Wilkins

#### **School Board Representative:**

D. Tod

#### **Staff:**

J. Aldag, Cultural Services Manager  
R. Stare, Deputy Director, Park and Recreation  
K. Stepto, Recording Secretary

### **A. APPROVAL AND RECEIPT OF AGENDA ITEMS**

#### **1. Recreation, Culture, and Parks Advisory Committee - February 10, 2021**

Moved by M. Jackstien,  
Seconded by J. Wilkins,  
That the Recreation, Culture, and Parks Advisory Committee approve the  
agenda and receive the agenda items of the February 10, 2021 meeting, as  
amended.

**CARRIED**

#### **Election**

M. Jackstien nominated E. Erickson to be the Community Co-Chair for 2021.

J. Wilkins seconded the nomination.

E. Erickson was elected as Community Co-Chair, by acclamation, and assumed the role for the remainder of the meeting.

### **B. ADOPTION OF MINUTES**

#### **1. Recreation, Culture, and Parks Advisory Committee – November 12, 2020**

Moved by J. Wilkins,  
Seconded by M. Pratt,

**B. ADOPTION OF MINUTES**

That the Recreation, Culture, and Parks Advisory Committee adopt the Minutes of the November 12, 2020 meeting.

**CARRIED**

**2. Recreation, Culture, and Parks Advisory Committee – January 13, 2021**

Moved by J. Wilkins,

Seconded by M. Jackstien,

That the Recreation, Culture, and Parks Advisory Committee receive the Notes of the January 13, 2021 meeting, as amended.

**CARRIED**

**C. DELEGATIONS AND PRESENTATIONS**

**D. REPORTS**

**1. Council Co-Chairperson's Report**

Cllr. Richter provided the following update:

- Council approved an application for a grant to the UBCM Poverty Reduction Planning and Action Program.
- Council approved two retail cannabis locations in west Langley and southeast Langley, both in industrial areas. Council also approved refunding the application fess to the unsuccessful applicants.
- Council pre-approved \$1.3 million for the SW Yorkson Neighbourhood Park, \$1.35 million for the NE Latimer Neighbourhood Park, and \$84,000 for the Fort to Fort Viewing Platform replacement project.
- Council received a presentation from the Fraser Valley Regional Library regarding their programs and funding model. A Notice of Motion will be going forward to ask staff to review the Library Master Plan that was last done in 2012.
- Council passed a resolution to oppose reducing the landscape buffer of a new development on the Surrey/Langley border at 196 Street and 36 Avenue.
- Council approved a new craft brewery in Brookwood.
- Councillor Richter attended a Metro Vancouver Regional Parks meeting where they received a report on the natural and built assets in regional parks that will eventually need replacing. It may be beneficial for our Township Parks to do a similar report.
- Campbell Valley Park is expanding its trail and greenway network, improving park access, opening McClean pond, among other projects between 2021 and 2024.
- A cedar tree came down in the park that ripped up 40 feet of the boardwalk.

**E. CORRESPONDENCE**

**F. WORK PROGRAM**

**1. 2020 Final Report**

Advisory Committee reviewed the 2020 Final Report.

**MOTION**

Moved by M. Jackstien,  
Seconded by J. Wilkins,

That the Recreation, Culture, and Parks Advisory Committee receive and endorse the 2020 Year End Report.

**CARRIED**

Clerk's Note: The report was forwarded to Council in January.

**2. Draft 2021 Work Program**

Taking into consideration the current pandemic, the continual change in Public Health Officer orders and guidelines from other regulatory bodies, the Committee discussed the draft 2021 Work Program. They determined that it will be a continuation of the 2020 Work Program.

**MOTION**

Moved by M. Pratt,  
Seconded by J. Wilkins,

That the Recreation, Culture, and Parks Advisory Committee endorse the 2021 Work Program.

**CARRIED**

**COUNCIL**

Moved by D. Gendron,  
Seconded by D. Kang,

That the Recreation, Culture, and Parks Advisory Committee recommends that Council endorse the 2021 Work Program (see Attachment A).

**CARRIED**

**3. Community Liaisons**

Committee members considered serving as a Community Liaison on the Langley Outdoor Sports Advisory Group, Museum Advisory Group, or Langley Community Awards Selection Committee.

The following members volunteered to serve as Community Liaisons:

Langley Outdoor Sports Advisory Group – J. Wilkins  
Museum Advisory Group – D. Gendron

**F. WORK PROGRAM**

Langley Community Awards Selection Committee – E. Erickson, D. Kang, D. Todd, and J. Wilkins.

**G. COUNCIL REFERRALS**

1. Councillor Richter asked the members for ideas or areas of interest that they would like the committee to discuss in future meetings. The following suggestions were provided:
  - Have the Township page promote activities that are available in the community, other than just Township programs. With activities being so limited during COVID, it would be good for the community to know what is available to them.  
**Action:** Staff to look into this and report back.
  - Support theatre groups and cultural activities during COVID. Can outdoor plays be put on in the summer? Can we also promote the online activities on the Township page?
  - **Action:** Staff to look into this and place on the next agenda for further discussion.
  - Have a student from the different high schools come to each meeting to give a short report on their volunteer activities and events of interest that are happening at their school. One student per month. Could present the student with a “thank you” certificate they can add to their resume.
  - Promote physical literacy, especially during COVID.
  - Have a standing item on the agenda for cultural updates and initiatives and also Museum Advisory Group updates.

**H. OTHER BUSINESS AND ITEMS FOR INFORMATION**

**1. 2021 Meeting Schedule**

Provided in package for information.

**2. 2021 Membership List**

Provided electronically after the committee was in agreement.

**3. Family Day Activities**

R. Stare reported that the three pools in the Township will have free public swims during the Family Day weekend. This is made possible through a BCRPA Grant.

He further noted that attendance at the pools has been at around 90% of capacity since they opened.

H. **OTHER BUSINESS AND ITEMS FOR INFORMATION**

4. **Museum Update**

J. Aldag reported that the Museum received a \$75,000 Federal Grant to be used for the print making studio. He further noted that they are working with the four First Nations group to organize a blessing before construction begins on the new museum in the spring.

5. **Committee Succession Planning**

Councillor Richter suggested that the committee make a list of which groups need to be represented on the committee, as well as other attributes, and forward to Council in October for their consideration when they are appointing committee members. Things to consider could include: age balance, park users, cultural members, sport groups etc.

**Action:** To be placed on the October agenda.

N. **NEXT MEETING**

**Date:** March 10, 2021

**Location:** via Zoom

**Time:** 7:00 pm

O. **TERMINATE**

Moved by D. Gendron,  
Seconded by J. Wilkins,  
That the meeting terminate at 8:10pm.  
**CARRIED**

**CERTIFIED CORRECT:**

\_\_\_\_\_  
Community Representative Co-Chair

\_\_\_\_\_  
Council Representative Co-Chair



## Recreation, Culture, and Parks Advisory Committee 2021 Work Program

**A** Action Required  
**D** Delegation  
**P** Presentation  
**R** Report  
**R/F** Review / Feedback  
**U** Staff Update

### General Committee Work

	Jan	Feb	Mar	Apr	May	June	Sept	Oct	Nov
Orientation	P								
Election of Co-Chair	A								
2020 Final Report	A								
Work Program <i>Approve and appoint liaison roles</i>	R&F	A							
Capital Budget <i>Staff presentation 2020/21 budget highlights</i>				P					U
Conferences <i>BCRPA 2021 annual conference (online). Selection of 1 member to attend and to provide report to committee.</i>		R/F	A						
Fees and Charges <i>Staff update re proposed 2021/2022 fees and charges</i>				U					
Facility Allocation Policy						U			

### Projects, Programs and Events

	Jan	Feb	Mar	Apr	May	June	Sept	Oct	Nov
Youth Programs and Services <i>Youth week, first week in May</i>				P R/F					
Seniors Programs and Services <i>Seniors week, second week in June</i>					P R/F				
Parks Tour						P			
Canada Day Events				U			U		
Public Art Policy			U A						
Cultural Programs									P U
Library Services <i>FVRL annual update</i>									P U
Langley Walk <i>First Sunday in May</i>				U					
Heritage Centre Update								U	





## Recreation, Culture, and Parks Advisory Committee 2021 Work Program

**A** Action Required  
**D** Delegation  
**P** Presentation  
**R** Report  
**R/F** Review / Feedback  
**U** Staff Update

### Annual Task Forces

	Jan	Feb	Mar	Apr	May	June	Sept	Oct	Nov
<b>Langley Awards</b> <i>Pete Swensson Outstanding Community Youth</i> <i>Eric Flowerdew Volunteer of the Year</i> <i>John &amp; Muriel Arnason Volunteers of the Year</i>  <b>Selection Task Force</b> Staff: S. Regehr Committee Representatives: E. Erickson, D. Kang, D. Todd, and J. Wilkins.		A	U	U					

### Community Liaisons

	Jan	Feb	Mar	Apr	May	June	Sept	Oct	Nov
<b>ADHOC Groups</b> <i>Appointment of representatives and subsequent updates</i>  <b>Langley Outdoor Sports Advisory Group (LOSAG)</b> Staff: T. Bucker, S. Johnson Committee Representative: J. Wilkins		A			U				U
<b>Museum Advisory Group</b> <i>Appointment of representatives and subsequent updates</i>  Staff: TBD Committee Representative: D. Gendron		A						U	R/F A



## RECREATION, CULTURE, AND PARKS ADVISORY COMMITTEE

March 10, 2021 at 7:00pm  
Via Zoom

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### MINUTES

#### **Present:**

E. Erickson (Community Co-Chair)  
Councillor K. Richter (Council Co-Chair)  
Councillor E. Woodward (Council Co-Chair)

D. Gendron, M. Jackstien, D. Kang, K. Ludlam, and J. Wilkins

#### **School Board Representative:**

D. Tod

#### **Staff:**

J. Aldag, Cultural Services Manager  
C. Blair, Director, Park and Recreation  
P. Tulumello, Director, Arts, Culture, and Community Initiatives  
K. Stepto, Recording Secretary

### **A. APPROVAL AND RECEIPT OF AGENDA ITEMS**

#### **1. Recreation, Culture, and Parks Advisory Committee - March 10, 2021**

Moved by D. Kang,  
Seconded by M. Jackstien,  
That the Recreation, Culture, and Parks Advisory Committee approve the  
agenda and receive the agenda items of the March 10, 2021 meeting.  
**CARRIED**

### **B. ADOPTION OF MINUTES**

#### **1. Recreation, Culture, and Parks Advisory Committee – February 10, 2021**

Moved by J. Wilkins,  
Seconded by D. Kang,  
That the Recreation, Culture, and Parks Advisory Committee adopt the Minutes  
of the February 10, 2021 meeting.  
**CARRIED**

### **C. DELEGATIONS AND PRESENTATIONS**

## D. REPORTS

### 1. Council Co-Chairperson's Report

Councillor Richter provided the following update:

- Council received a delegation from Bryan Miller, "Your Local Community" regarding finding solutions to combat graffiti and litter. He would like Council to enact a bylaw that would require a purchaser of spray paint to show ID proving they are 18 years of age or older and require sellers to store cans in locked cases to eliminate shoplifting.

**Action:** Staff to invite Mr. Miller to come as a delegation to the RCPAC.

- The Public Art Policy was referred to the Council Process Committee for further review and consideration.
- Council passed a motion to amend the Facility Allocation Policy to make a change under the definition of "Code of Conduct" to read that all user groups must be free from harassment, discrimination, physical or verbal abuse, and toxic relationships.
- Final reading was given to the Five-Year Financial Plan with a tax increase of 3.99%.
- A new Medical Clinic has been approved for the Yorkson area.
- Council passed a motion to send a letter of support for a national three-digit suicide hotline.
- Council received a letter from a concerned resident regarding large gatherings in Derby Reach Park. Councillor Richter took this issue to the Metro Vancouver Parks board where they stated they would increase surveillance on the weekends.
- The Metro Vancouver Parks Regional Plan Update will commence in spring and summer 2021 and municipalities will be asked for their input.

**Action:** This topic to be placed on the April agenda.

- The Belcarra Regional Park and Lynn Headwater Park will have pay parking from May until October to try and control the crowds.
- Metro Vancouver Parks have moved their outdoor educational programs to online webinars.

**E. CORRESPONDENCE**

**1. Advertising Community Events on TOL Page**

The committee received the memo from staff regarding promotion of community events on the TOL page. Staff noted that it is the Township's current practice to only promote Township events through its corporate communication channels. 3<sup>rd</sup> party events may be considered, but only in specific situations where the 3<sup>rd</sup> party has some form of legal relationship with the Township. If the Township were to advertise all non-Township events, it could expose itself to potential risk given the constitutional issues that may arrive from promoting certain 3<sup>rd</sup> party events, such as religious neutrality and the potential of it being viewed as discrimination against other groups.

Discussion ensued and the committee asked whether this practice could be reviewed in-light of the difficulty's residents have experience during this pandemic. There was a further suggestion that the Township could have a page that lists the events that the Township has given a Community Grant to.

**COUNCIL**

Moved by D. Gendron,  
Seconded by J. Wilkins,  
Whereas:

- A. Many community groups have encountered difficulties trying to adapt to the new protocols for COVID-19 and keep their programs active;
- B. Many residents have been looking for activities and events to help occupy their time during this pandemic;
- C. Communicating the place and time of such events during COVID-19 is difficult; and
- D. The Township of Langley has a policy not to advertise 3<sup>rd</sup> party events on its website and Township Page;

Therefore be it resolved that the Recreation, Culture, and Parks Advisory Committee request that Council direct staff to review the policy of not permitting 3<sup>rd</sup> party community events on its website and Township page and at least permit them until the state of emergency concerning COVID-19 is lifted.

**CARRIED**

**F. WORK PROGRAM**

**1. 2021 Work Program**

The approved Work Plan was provided for information.

**2. BCRPA Annual Conference**

E. Erickson commented that the BCRPA conference will take place virtually from May 5-7, 2021 and asked if any members were interested in participating. M. Jackstien, J. Wilkins, and E. Erickson expressed an interest.

## F. WORK PROGRAM

**Action:** Staff to find out more details regarding the topics for the sessions and cost to attend and report back at the April meeting.

### 3. Public Art

P. Tulumello provided an update on public art in the Township. He noted that the goal of public art is to enhance the Township's cultural and physical environment by encouraging the creation of art works for indoor and outdoor display in public places and spaces, with the belief that a vibrant cultural atmosphere:

- Celebrates the diversity of our communities and the creativity of our citizens;
- Acknowledges the significance of certain sites in terms of history, heritage or commemorative association;
- Enriches everyday life through access to works of art;
- Creates a sense of place that can become a point of interest or way finder; and
- Inspires dialogue and discussion thereby becoming a catalyst in the community for social engagement.

Public Art is broadly defined in the Township of Langley and in other communities as objects and items that contribute to a sense of place and space leading to curiosity, reflection, and often evoking community conversation.

Examples of public art in the Township include: murals at the BC Farm Museum, seating at the East Gordon Community Garden, the doors and hardscape at the Derek Doubleday Arboretum, the Canada 150 Amphitheatre at Willoughby Community Park, and the Canada 150 Community Mosaic in the Fraser River Presentation Theatre. There are several potential public art installations in the near future.

He went on to ask for the committee's feedback regarding the utility box wrapping project in Fort Langley and the PRV station on University Drive. He provided several examples from other communities that include bright and bold designs, heritage photographs, indigenous art, and art that blends in with the surroundings.

Discussion ensued and the following comments were provided by RCPAC members:

- The history of Fort Langley is important and would be good to display.
- A blend of different styles of wraps would be appropriate for the different areas in Fort Langley.
- The wraps are graffiti resistant.
- Could the Langley Fine Arts or other high school/university students be asked to create the art for the PRV Station?
- Would wrapping the boxes draw more attention to them? Perhaps the wraps with designs that blend into the surrounding area would be more appropriate.
- Is wrapping the PRV building necessary as it is off the beaten track? Could trees be planted to conceal it?

**F. WORK PROGRAM**

- Funding for utility box wraps is through BC Hydro and public works. No funds will be drawn from the Public Art Reserve.

**G. COUNCIL REFERRALS**

**H. OTHER BUSINESS AND ITEMS FOR INFORMATION**

**1. Museum Advisory Group Update**

D. Gendron reported that the MAG is currently reviewing existing museum policies

**2. Cultural Update**

No report.

**I. NEXT MEETING**

**Date:** April 14, 2021  
**Location:** via Zoom  
**Time:** 7:00 pm

**J. TERMINATE**

Moved by J. Wilkins,  
Seconded by M. Pratt,  
That the meeting terminate at 8:30pm.  
**CARRIED**

**CERTIFIED CORRECT:**

\_\_\_\_\_  
Community Representative Co-Chair

\_\_\_\_\_  
Council Representative Co-Chair



**STAFF REPORT**

**DATE:** April 20, 2021

**TO:** Board of Education

**FROM:** Gord Stewart, Superintendent of Schools

**SUBJECT:** Administrative Procedure 170 - Anti-Harassment and Anti-Discrimination

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**BACKGROUND:**

District staff have updated the Anti-Harassment and Anti-Discrimination Administrative Procedure. The District recognizes that historically disadvantaged groups face systemic and historic barriers that may have profound social consequences including discrimination, harassment, physical and sexual violence, social and emotional isolation, substance abuse, homelessness, school truancy and drop-out, self-harm and suicide. The purpose of this Administrative Procedure is to define inappropriate behaviours and actions in order to prevent discrimination and/or harassment.



## Administrative Procedure 170

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### **ANTI-HARASSMENT AND ANTI-DISCRIMINATION**

#### **Background**

The District is committed to providing an educational environment that is safe, welcoming, respectful and affirming for all students, families and staff. The District recognizes and values diversity within the community and all schools foster and promote inclusive and accepting cultures throughout the District.

The District recognizes that historically disadvantaged groups face systemic and historic barriers that may have profound social consequences including discrimination, harassment, physical and sexual violence, social and emotional isolation, substance abuse, homelessness, school truancy and drop-out, self-harm and suicide.

For these reasons the District will strive to promote safe environments, free from fear, harassment and discrimination by engaging in proactive strategies, procedures and education to ensure that all students, employees and families are equally welcomed and included in all aspects of education and school life, and treated with respect and dignity.

The purpose of this Administrative Procedure is to define inappropriate behaviours and actions in order to prevent discrimination and/or harassment.

#### **Procedures**

1. Any communication or behaviour (which may include but is not limited to assault, bullying, harassment and/or discrimination) that deliberately degrades, denigrates, labels, stereotypes, incites hatred, prejudice, and discrimination towards students on the basis of one's real or perceived sexual or gender orientation, appearance, capacity, disability, ethnicity, race, culture or religion, or for any other reason, will not be tolerated. This also includes making gestures, publishing or displaying anything that would indicate an intention to discriminate against an individual or group, or expose them to contempt or ridicule.
2. The District values and supports students who are gender and sexually diverse including Lesbian, Gay, Bi-Sexual, Transgender, Two-Spirit, and Questioning. These students are facing a unique set of challenges within our schools and communities. Individuals who are dealing with, or those perceived to be dealing with, issues of gender identity, gender expression, inter-sexuality, or sexual orientation, as well as their families, are frequently the targets of homophobic, transphobic and/or heterosexist behaviours.

3. The District is committed to building equity for those disadvantaged by systemic structures within the District and/or community by promoting Anti-Racism. The District values and supports students who are racially and culturally diverse including Black, Indigenous, and People of Colour. These students face systemic inequality that impact their feelings of belonging within our schools and communities. They, along with their families, may also be subject to harassment, discriminatory and racist behaviours.
4. The District and all schools shall specifically include the prohibition of any derogatory language and behavior in their Codes of Conduct. Behavioural expectations and Codes of Conduct shall be communicated and distributed to all students, staff and parents in written form at the beginning of each school year.
5. Each member of the school community is to share the responsibility of modeling respectful conduct regardless of perceived differences and is to refuse to tolerate any form of harassment and/or discrimination. All members of the community shall have the individual and collective responsibility to identify and act upon discriminatory attitudes and behaviours and strive to eliminate systemic inequities and barriers. Any staff member who violates or does not follow this Administrative Procedure may also be subject to remedial or disciplinary action, up to and including termination.
6. All members of the school community, including students, staff, parents and volunteers are expected to uphold this Administrative Procedure in the interest of student safety and well-being.
7. The right to confidentiality will be respected in accordance with the [Freedom of Information and Protection of Privacy Act, S.B.C.](#)
8. The District Vision encompasses the principles of an inclusive and accepting culture where every child belongs and there is respect for diversity.
  - 8.1. All members of the school community are encouraged to model respectful and inclusive conduct and to refuse to tolerate any form of discrimination and/or harassment.
  - 8.2. The District will promote practical strategies and guidelines to ensure that all students, staff and families feel welcomed and included in all aspects of education and school life and are treated with respect and dignity.
9. District, Principal and Staff Responsibilities:
  - 9.1. The District will provide opportunities for school communities to increase awareness of the impact of harassment, and/or discrimination on individuals.
  - 9.2. The District will provide opportunities for staff to increase their knowledge and skills in promoting respect for human rights, supporting diversity, and addressing harassment, and/or discrimination in schools.
  - 9.3. In their Codes of Conduct, the District and all schools will include specific statements that prohibit language or behavior that degrades individuals or groups or incites hatred, prejudice, discrimination or harassment towards individuals or groups. Such language or behavior will not be tolerated and may be subject to disciplinary action.
  - 9.4. The District will take action when there is evidence of, or an actual complaint, of harassment and/or discrimination.

- 9.5. The District will distribute procedures for investigating and addressing incidents of harassment and/or discrimination.
- 9.6. The District will build greater awareness of, and responsiveness to, the harmful effects of isolation resulting from homophobic and/or transphobic discrimination.
- 9.7. The District will build greater awareness of, and responsiveness to, the impacts of systemic racism and the inequity that results from it.
- 9.8. Principals will inform students on how and when to report incidents of harassment, and/or discrimination.
- 9.9. Principals will support formal and/or informal Gay/Straight Alliance (GSAs) and Anti-Racism groups in schools.
- 9.10. Staff have an obligation to intervene in any interaction involving the use of harassing, discriminatory, racist, homophobic, transphobic and/or heterosexist statements, comments and behaviours, regardless of the speaker's intentions and to convey that such comments are against policy and will not be tolerated. Education about the harmful impact of such language and behavior will be emphasized and encouraged, alongside any discipline deemed necessary.
- 9.11. Staff will support any student or groups of students that request help and support for any issues of harassment, and/or discrimination.

#### 10. Education and Awareness:

- 10.1. The District will work continuously to educate all members of the school community (including students, staff, and parents) to prevent discrimination based on any real or perceived differences.
- 10.2. The District will support multi-cultural and human rights education infused into all curricula.
- 10.3. School staff will support developmentally appropriate activities and provide resources that foster knowledge and skills promoting respect for, as well as eliminating racism, discrimination, and homophobia, for all people.
- 10.4. Learning and library resources will affirm human diversity as a fundamental component in our society.

Reference: Sections 8, 8.4, 8.5, 20, 22, 65, 85, 177 School Act  
 Human Rights Code  
 Multiculturalism Act  
 Canadian Charter of Rights and Freedoms  
 Canadian Human Rights Act  
 Criminal Code of Canada  
 Collective Agreements  
 Freedom of information and Protection of Privacy Act  
 Professional Standards for BC Educators

Adopted: June 6, 2000

Revised: October 28, 2014; April 14, 2015; December 15, 2020; April 20, 2021



**STAFF REPORT**

**DATE:** April 20, 2021  
**TO:** Board of Education  
**FROM:** Gord Stewart, Superintendent of Schools  
**SUBJECT:** Administrative Procedure 132 – Emergency Closure of Schools

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**BACKGROUND:**

The emergency closure of schools, as a result of snowfall, power outages, or other environmental circumstances, can be very disruptive to families. Recently, the District Leadership Team reached out to the District Parent Advisory Council (DPAC) to identify ways we can work to minimize the impact to families in the event of school closures. The earliest possible notification of potential disruption to the school day would be greatly appreciated by parents that have to make daycare arrangements for their children. The District Leadership Team will try to provide an initial update via the District website at 6:30 am followed by a further update at 7:30 am as to a school closure or possible late start. Parents recognize that closures with respect to snowfall are more predictable than power outages.



## Administrative Procedure 132

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# EMERGENCY CLOSURE OF SCHOOLS

## Background

The Superintendent may close schools by reason of weather emergencies, or as ordered by the school medical officer, or for other causes that might endanger the health or safety of the students that are in alignment with School Act, 90 - Inspection and Closure of School.

## Procedures

### 1. School Closures to Students

Schools and/or other facilities in the District may be closed to students by the Superintendent for weather related emergencies or for other causes that might endanger the health or safety of students. The closure of schools will generally fall into the following categories:

#### 1.1. Some Schools Closed

- 1.1.1. Closure due to localized power outage or failure.
- 1.1.2. Closure due to localized weather conditions.
- 1.1.3. Closure due to the structural integrity of the building and/or environmental conditions (i.e. localized community emergencies).

#### 1.2. All Schools Closed

- 1.2.1. Closure due to power outage or failure.
- 1.2.2. Closure due to extreme weather conditions.
- 1.2.3. Closure due to severe emergency such as an earthquake.

### 2. Process for District Closure of Schools

- 2.1. As early as possible parents will be notified of a potential District closure and after consulting with the Grounds/Transportation and Maintenance Managers, and the Superintendent.
- 2.2. District staff will notify parents through regular communication methods, update District website and advise local media outlets as needed of any school or District building closures for students and/or employees.
- 2.3. District staff will contact principals.



- 2.4. The Assistant Superintendent of Human Resources will contact CUPE and LTA Presidents.
- 2.5. Official statements and notification of closures may only be issued by the Superintendent.
- 2.6. Once announced, decisions will not be changed except by the Superintendent.
- 2.7. Principals are responsible for assisting students and staff in arranging for a safe destination.
- 2.8. Every effort will be made to communicate information on closures resulting from snowfall by 6:30am.

### 3. Process for Single Site Closures

- 3.1. As early as possible parents will be notified of a potential closure and after consulting with the Grounds/Transportation and Maintenance Managers, and the Superintendent.
- 3.2. District staff will notify parents through regular communication methods, update District website and advise local media outlets as needed of any school or District building closures for students and/or employees.
- 3.3. District staff will contact principals.
- 3.4. The Assistant Superintendent of Human Resources will contact CUPE and LTA Presidents.
- 3.5. Updates will be provided to parents/guardians at 6:30 am and 7:30 am regarding a school closure or potential late start.

### 4. Personnel Procedures/Expectations

- 4.1. Unless specified, it is the expectation of the District that employees will make every effort to attend their work site.
- 4.2. In some instances, principals, with permission of the Superintendent, may close schools to staff; staff would in such instances be paid in accordance with Collective Agreements.
- 4.3. The Superintendent may deploy employees of a closed facility to another location.

Reference: Section 20, 22, 65, 73, 85, 90 School Act  
School Regulation 265/89  
Collective Agreements

Adopted: January 1, 1983

Revised: March 14, 1994; January 25, 2002; January 6, 2005; May 1, 2006; December 15, 2020, April 20, 2021

## BOARD / COMMITTEE MEETINGS SCHEDULE 2021/2022

September 7	In Camera	5:00
September 14	Audit	3:30
September 14	Finance & Facilities	5:00
September 21	Board Meeting	5:30 In-Camera / 7:00 Regular
October 5	Policy	3:00
October 5	Education/Strategic Plan	4:30
October 12	Finance & Facilities	5:00
October 19	Board Meeting	5:30 In-Camera / 7:00 Regular
November 16	Board Meeting	5:30 In-Camera / 7:00 Regular
November 23	Policy	3:00
November 23	Communications	4:00
November 30	Education/Strategic Plan	4:00
November 30	Finance and Facilities	6:00
December 7	Audit	3:30
December 14	Board Meeting	5:30 In-Camera / 7:00 Regular
January 11	Policy	3:00
January 11	Education/Strategic Plan	4:00
January 18	Finance and Facilities	4:00
January 25	Board Meeting	5:30 In-Camera / 7:00 Regular
February 8	Audit	3:30
February 8	Education/Strategic Plan	4:30
February 15	Finance & Facilities	4:00
February 22	Board Meeting	5:30 In-Camera / 7:00 Regular
March 8	Communications	4:00
April 5	Policy	3:00
April 5	Education/Strategic Plan	4:00
April 12	Audit	3:30
April 12	Finance and Facilities	5:00
April 19	Board Meeting	5:30 In-Camera / 7:00 Regular
May 3	Education/Strategic Plan	4:00
May 10	Communications	4:00
May 10	Finance and Facilities	5:00
May 24	Board Meeting	5:30 In-Camera / 7:00 Regular
June 7	Finance and Facilities	5:00
June 7	Budget Open House	6:00
June 14	Education/Strategic Plan	4:00
June 21	Board Meeting	5:30 In-Camera / 7:00 Regular

**STAFF REPORT**

**DATE:** April 20, 2021

**TO:** Board of Education

**FROM:** Gord Stewart, Superintendent of Schools

**RESOURCE:** Sam Muraca, District Principal, Educational Planning/Langley Education Centre

**SUBJECT:** Lessons Learned from the Transition Support Model (TSM)

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**RECOMMENDED MOTION:**

That the Board of Education receives the report on the Transition Support Model for information, as presented.

**BACKGROUND:**

Sam Muraca, District Principal of Educational Planning/Langley Education Centre, will be sharing the successes, challenges, and future learning opportunities of the Transition Support Model (TSM). He will be joined by three programme teachers in the model - Kyna Reisdorf (grade 3), Naomi Hesketh (Grade 4) and Katie Behboudi (Kindergarten). The TSM currently has over 600 students enrolled Kindergarten thru Grade 8 and was originally planned as a support from September 2020 – December 2020.

The TSM started with approximately 800 students and was designed to operate as its own school. Essentially, the District opened a school for 800 students in approximately one week. The model evolved from very initial conversations on September 15<sup>th</sup> to updating all principals and vice principals at the September 16<sup>th</sup> Superintendent's meeting, to 31 teachers being hired and attending the first staff meeting on Monday, September 21<sup>st</sup>. In order for the task to be completed in this tight timeline, the following departments played critical roles in getting the school running:

- Human Resources – posted and filled the 31 teaching positions and had the majority in place for the initial staff meeting
- Instructional Services – provided 3 days of professional learning (September 23<sup>rd</sup> - September 25<sup>th</sup>) which included training on Microsoft Teams, Microsoft Learning Tools, MyEducationBC, and MyBlueprint as well as ongoing support for teachers during weekly collaboration
- Information Technology – technology was available for teachers deployed on Tuesday, September 22<sup>nd</sup> and MS team phone numbers were also provided for the teachers
- MyEDBC Team – ensured all teachers had MyEdBC accounts
- TSM Clerical - built all of the teacher classes within MyEDBC.

Teachers also received all of the normal first day staff meeting information including health and safety training as well as the COVID-19 protocols for the year. School based administration provided classrooms that were not being utilized for the 31 teachers to use as their classrooms. The 31 divisions operate in 24 sites across the District.

Parents were provided with self-directed learning activities for the week of September 21<sup>st</sup> – 25<sup>th</sup>. Teachers communicated with their classes on Friday, September 25<sup>th</sup> to welcome students/families to their class and prepare them for the week ahead.

September 28<sup>th</sup> was the “official” first day of classes for students. The following weekly schedule was set-up for students and teachers with the focus on Literacy (English Language Arts), Numeracy (Math) and Well-being:

8:30 – 10:15 am 1<sup>st</sup> Session  
10:30 – 12:00 noon 2<sup>nd</sup> Session  
1:00pm – 2:30pm Supporting individual students/connecting with  
parents/supporting small groups

Monday afternoons is the time set aside for teacher collaboration. Teachers have been collaborating in grade groups throughout the school year.

Students have also participated in the Foundation Skill Assessment (Grades 4 & 7) and will be participating in all District Assessments.

Students with diverse abilities have remained connected to their enrolled school resource team while learning in this model.

The District also provided students/families that didn't have access to technology with technology for learning. An email address ([transition@sd35.bc.ca](mailto:transition@sd35.bc.ca)) was created for any families that required technology support.

The model was originally intended to provide “a transition” into regular classes by January 2021. As the COVID-19 landscape evolved, it was extended originally until Spring Break and then until June 2021.

An essential part of the success of the model has been all of the communication between the various groups (staff, parents, students). A sample of these communications has been attached to this report for Trustees' information.



September 18, 2020

Dear Parents/Guardians and Students:

Re: Transition Support Model (TSM)

Welcome to the Transition Support Model in the Langley School District! The District's team of educators are looking forward to meeting and learning with you.

My name is Sam Muraca, District Principal for Educational Planning, and I will be responsible for the Transition Support Model. In my role, I will be communicating with your family and be sharing information about the Transition Support Model. I have a passion for learning, and I am excited to be working with teachers as a part of your child's education journey.

This letter will provide an overview of the model, outline expectations, and answer some of the questions you may have. We appreciate your patience over the last two weeks; District staff have been planning to ensure we build a foundation for all learners which focusses on the instruction and assessment of literacy, numeracy and well-being.

### Overview of the Transition Support Model

There are approximately 800 students from across the District requiring the Transition Support Model (TSM). It will operate like its own school. As we build classes, our goal is to structure divisions with students of similar age and geographical regions. Due to factors such as number of students, staffing considerations, and physical space available for in-person classes in our schools, this model will be centralized. Teachers will plan and deliver online curriculum based out of schools across the District. Teachers will work collaboratively to provide whole class, small groups, or one-on-one instruction as required. There will be scheduled times for additional learning support or consultation with parents.

### What This Means for Your Child

This means that your child will be receiving online instruction from their Transition Support Model teacher. Our goal is to have your child with the same class of students and teacher for the duration of the Transition Support Model.

Once both students and teachers are settled into the new system, we will be providing the opportunity for your child to have scheduled in-school opportunities at one of our schools. This will occur sometime by the end of October and is dependent on the comfort level of students to return to a school. At that time, we will also be offering opportunities for your child to take part in scheduled activities at their home school. We value the relationships your child has at their enrolled school which is why our goal is to keep your child connected to their existing school community.

### Schedule of Important Dates

The Transition Support Model begins September 21 and ends on December 18. The schedule below outlines important dates:

Week	Date	Action
Week 1	September 21-25	Ready to learn week - self-directed learning
	September 25	TSM teacher connects with their students
Week 2	September 28	Online instruction and support begin
Week 3	October 5	Online instruction and support continues

### K-8 Learning Framework Overview

As the home learning team (parent/guardian and student) engages in self-directed learning (Week 1), please keep in mind the recommended framework below outlining the time expected for student(s) participation per day in the Transition Support Model.

Grade	Timeframe
Kindergarten	1 hour
1-3	2 hours
4-7	3 hours
8	4 hours

### What You and Your Child Can Expect in Week 1

This week will focus on getting your child ready to learn. Your child will access learning materials and resources on our District website [here](#). This page will temporarily house the learning activities that have been developed by a District teacher for week 1. These lessons will be focused on themes that will set the stage for learning with their TSM teacher the following week. This first week will be self-directed which means a higher level of assistance from parents will be required, depending on your child's grade. In general, parents should expect to become their child's education assistant throughout this model.

Your child will do the following:

- Complete and participate in learning activities
- Engage in literacy and numeracy learning
- Review helpful resources for online learning success
- Receive communication from their TSM teacher by Friday, September 25

### What You and Your Child Can Expect in Week 2 and Beyond

This week will focus on your child getting to know their teacher and beginning online instruction using our District's Microsoft TEAMS platform.

- Your family will receive instructions from the teacher to get set up on the digital platforms.
- Your child will continue to need parent assistance.
- Your child's teacher will begin instruction as a class, in small groups, one-on-one and/or provide opportunities for additional support.

### Communicating Student Learning

Transition Support Model teachers will provide Term 1 report cards that align with the dates and times of your child's enrolled school. Report cards will communicate progress in literacy, numeracy, and social-emotional learning.



### Transitioning to In-School Activities

All in-school learning opportunities will be initiated through the home learning team (parent/guardian and student). It is not the intention that students must access in-school supports initially. Face-to-face support/connection experiences will be scheduled through the Transition Support Model teacher.

### Transitioning Back to Enrolled School in January

Our intention is for all students in the Transition Support Model (TSM) to return to their enrolled school in January. District and school staff will make every effort to have your child placed in their enrolled school. Our commitment will be to update TSM families by November 30 on what they can expect in January.

### Diverse Learners

These students will remain connected to their enrolled school resource team while learning in this model.

### English Language Learners

These students will remain connected to their enrolled school ELL staff or SWIS worker while learning in this model.

### Technology and Devices

Your child is expected to have their own device and access to wi-fi. The District understands the needs of families and will support students as has been done in the past. If you require support, please email me at [transition@sd35.bc.ca](mailto:transition@sd35.bc.ca).

Caring for your students through the Transition Support Model remains a priority for the District. We will continue to provide updates as new information becomes available. Moving forward, you can expect to receive information from one of our District teachers and your TSM teacher next week. To stay connected, you will also continue to receive updates from the principal at your child's enrolled school. Please don't hesitate to email me at [transition@sd35.bc.ca](mailto:transition@sd35.bc.ca) if you have any questions.

Sincerely,



Sam Muraca  
District Principal

Cette notification est importante. S'il vous plaît demandez à quelqu'un pour la traduire afin d'être bien informé(e) à propos de l'école.

هذه إشعار مهم جداً. يرجى سؤال أحد الأشخاص لترجمته لكي تكون على دراية جيدة بما يخص المدرسة.

这是一个很重要的通知。请找人翻译它的内容，这样你就可以及时知道学校的情况。

ਇਹ ਇੱਕ ਜ਼ਰੂਰੀ ਸੂਚਨਾ ਹੈ। ਕੋਈ ਪੁੱਛ ਕਰਕੇ ਤੁਸੀਂ ਇਸ ਦਾ ਕੋਈ ਪਾਸੇ ਅਨੁਵਾਦ ਕਰਵਾ ਸਕਦੇ ਹੋ। ਕਿ ਤੁਹਾਨੂੰ ਸਹੂਲਤਾਂ ਸੰਬੰਧੀ ਜ਼ਰੂਰੀ ਜਾਣਕਾਰੀ ਪ੍ਰਾਪਤ ਹੋ ਸਕੇ।

이것은 중요한 공지사항입니다. 이것을 번역할 수 있는 분에게 부탁해서 여러분이 학교에서 공지하는 것에 대하여 정확하게 인지할 수 있기 바랍니다.

Đây là một thông báo quan trọng. Xin vui lòng nhờ người dịch để bạn có thể biết thêm những thông tin về trường học.

Este es un aviso importante. Por favor consiga que alguien se lo traduzca para que usted pueda mantenerse bien informado sobre la información de su escuela.

Ito ay isang mahalagang notisya. Mangyari po lamang ay magkaroon ng taong tagasalin ng wika upang ikaw ay maging batid tungkol sa impormasyon ng paaralan.

**From:** "Hesketh, Naomi" <[sysadmin@myeducation.gov.bc.ca](mailto:sysadmin@myeducation.gov.bc.ca)>  
**Date:** Tuesday, September 29, 2020 at 8:58 PM  
**Subject:** Tech Help & Access

Hi Everyone,

We had another great day in our virtual classroom, and it was great to meet with a few of you one on one this afternoon! I just wanted to provide some information on our technology resources:

**If your family is experiencing any challenges with accessing technology, please [complete this form](#).**

**The form will accept responses until Thursday, October 1 until 11:30pm.**

**Once the District has a sense of the required need, it will be trying to get the technology to families for next week.**

Additionally, here are two links that may be useful to you:

This is a link for the immersive reader (read aloud) feature and word. It takes 10-15 minutes but may be a great asset for those who sometimes struggle with reading.

<https://content.cloudguides.com/en-us/guides/Help%20students%20read%20more%20effectively>

This is the link for voice to text on word - it is only a couple of minutes long! This allows students to talk to their device and have their word scribes.

<https://www.youtube.com/watch?v=ULzPgoOzbV4>

Additionally, translate tools are also embedded in our teams and Microsoft word!

**Finally, it is Orange Shirt Day tomorrow. I will be giving a short lesson to the students on this in the morning, and it would be awesome if they were supporting Orange Shirt Day from home!**

Please fill out the form provided if you are having any trouble accessing our online resources,

Don't hesitate to reach out if you have any questions.

"See" you at 8:30 tomorrow!

Best,  
Naomi Hesketh

**From:** "Muraca, Sam" <[sysadmin@myeducation.gov.bc.ca](mailto:sysadmin@myeducation.gov.bc.ca)>

**Date:** Friday, February 5, 2021 at 1:22 PM

**Subject:** Gr 4 TSM RESPONSE NEEDED - FSA

Dear families,

This month, all students will have the opportunity to write the Foundations Skills Assessment (FSA). The FSA is a set of reading, writing and numeracy assessments administered to all B.C. students in Grades 4 and 7. The purpose of the assessment is to provide a “snapshot” of how well students in BC are doing in key foundational areas.

### **Value for parents**

Along with classroom assessment information, the FSA provides valuable information to parents on how their child is performing in reading, writing, and numeracy.

### **Value for educators**

Schools receive information on how their students did on specific types of FSA questions. Teachers can use this information to provide support for students and to inform learning in the coming school year.

### **Why is it important that all students write the FSA?**

FSA results are about more than the overall performance of the provincial school system. All Grade 4 and Grade 7 students are required by BC’s School Act to write the FSA because information about every child is important to parents and to schools. When all students write the assessment, parents, teachers, schools, and the province receive accurate information on how students are learning.

### **Preparation**

Because students engage in reading, writing, and numeracy activities in their regular classroom work, no special preparation is required to prepare for the FSA. Students may try a sample FSA in their class to become familiar with the FSA format

### **How to participate as a TSM student?**

This year, there will be online component in reading, writing and math that students can access remotely with the support and guidance of their TSM teacher. For the in-person written component, students will have the opportunity to complete the FSA between Tuesday, February 16 and Tuesday, March 9 at the school board office over 3 different days during scheduled time periods. A class setting is available with limited numbers and all safety protocols for visitors will be followed and shared with families prior to students arriving.

[Please complete this survey](#) prior to Tuesday, February 9 to indicate your family’s intentions with respects to participation.

For more information on the FSA, please visit <https://curriculum.gov.bc.ca/assessment-reporting/> new-foundation-skills-assessment.

Thank you  
Sam Muraca, Principal

**From:** Sam Muraca <[SMuraca@sd35.bc.ca](mailto:SMuraca@sd35.bc.ca)>

**Date:** Wednesday, April 7, 2021 at 8:28 PM

**To:** - Elementary Principals <[ElementaryPrincipals@sd35.bc.ca](mailto:ElementaryPrincipals@sd35.bc.ca)>, - Elementary VPs <[ElementaryVPs@sd35.bc.ca](mailto:ElementaryVPs@sd35.bc.ca)>, - Middle VPs <[MiddleVPs@sd35.bc.ca](mailto:MiddleVPs@sd35.bc.ca)>, - Middle Principals <[MiddlePrincipals@sd35.bc.ca](mailto:MiddlePrincipals@sd35.bc.ca)>

**Subject:** TSM email to parents

Hi everyone,

You only need to read further if you have students in the TSM.

The following email was sent to families this evening (Wednesday).

<<School Name>> is the child's regular/home school (ie. Your school)

Dear parent/guardian,

As you know the Transition Support Model is continuing until the end of this school year (June 2021). Please contact <<School Name>> **prior to Wednesday, April 14** to let them know your intentions:

1. returning to <<school name>>
2. enrolling in distributed learning
3. home schooling or
4. other

for your child's education for the 2021/2022 school year. This information is critical to facilitate next year's planning for <<school name...>>

Thank you for your attention to this.

**STAFF REPORT**

**DATE:** April 20, 2021  
**TO:** Board of Education  
**FROM:** Gord Stewart, Superintendent of Schools  
**RESOURCE:** Barry Bunyan, Assistant Superintendent of Human Resources  
**SUBJECT:** District Calendars 2022-2023 and 2023-2024

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**RECOMMENDED MOTION:**

That the Board of Education approves the District Calendars for school years 2022-2023 and 2023-2024, as presented.

**BACKGROUND:**

Over the course of this school year, Trustees will receive two different calendar reports. This report is the proposed District Calendars for 2022-2023 and 2023-2024 (the District Calendar for next year has previously been approved) that shows high level information on Spring Break and Christmas Break dates, instructional days (days where students attend school) and non-instructional days (days where schools are open for staff but not students, e.g. professional development days). The high level, proposed District Calendar report was presented to Trustees at the Board Meeting held on February 23, 2021. As per the Ministry Calendar Regulations, the proposed District Calendars require a 30-day consultation period prior to approval for submission to the Ministry.

**CONSULTATION PROCESS AND RESULTS:**

On February 23<sup>rd</sup> the proposed District Calendars were open for public consultation. Announcements were put out to employees and the public in various formats including our website and social media. In addition, meetings were arranged with representatives of the Langley Teachers' Association, CUPE local 1260, CUPE local 1851 and school administration. Those meetings took place in the month of March and consultation feedback has been received.

Public feedback has been open for over 30 days resulting in 12 emails. From these emails a number of themes have emerged for Trustees to consider:

1. The majority of responses ask that non-instructional days be placed with weekends that have a statutory holiday attached in order to create a four-day weekend.
2. Some responses commented on the placement, start and end dates of Winter and Spring Break. Changes to these dates are not possible as they are set in the Board/LTA Collective Agreement.
3. Some respondents gave positive feedback on the proposed dates.

When considering proposed District and School Calendars, Trustees must take into consideration that many aspects of the calendar days are stipulated by the Calendar Regulation and the Collective Agreement with the Langley Teachers' Association. These days include the first and last day of school, Winter and Spring Breaks, statutory holidays, the number of non-instructional days and some early dismissal days. In addition, it is established in the Province of BC that a Friday in October (typically the 3<sup>rd</sup> or 4<sup>th</sup>) is designated as a "provincial" professional development day to facilitate province wide professional development opportunities.



**Please Note:** Winter break, spring break and the first and last day of school dates are final. Non-instructional Days are tentative and may be adjusted based on individual school calendars which will be distributed in May 2022.

## School District #35 (Langley) District Calendar 2022-23

JULY						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

AUGUST						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
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SEPTEMBER						
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OCTOBER						
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NOVEMBER						
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DECEMBER						
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JANUARY						
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FEBRUARY						
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APRIL						
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■ Instructional    
 ■ Non-Instructional    
 ■ Vacation Period    
 ■ Statutory Holiday

\*Subject to yearly approval



Ministry of Education

**Please Note:** Winter break, spring break and the first and last day of school dates are final. Non-instructional Days are tentative and may be adjusted based on individual school calendars which will be distributed in May 2023.

## School District #35 (Langley) District Calendar 2023-24

JULY						
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SEPTEMBER						
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OCTOBER						
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NOVEMBER						
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DECEMBER						
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JANUARY						
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FEBRUARY						
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APRIL						
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MAY						
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JUNE						
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23	24	25	26	27	28	29
30						

■ Instructional    
 ■ Non-Instructional    
 ■ Vacation Period    
 ■ Statutory Holiday

\*Subject to yearly approval



Ministry of Education

**STAFF REPORT**

**DATE:** April 20, 2021  
**TO:** Board of Education  
**FROM:** Gord Stewart, Superintendent of Schools  
**RESOURCE:** Barry Bunyan, Assistant Superintendent of Human Resources  
**SUBJECT:** School Calendars 2021-22

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**RECOMMENDED MOTION:**

That the Board of Education approves the Schools Calendars for the 2021-22 school year, as presented.

**BACKGROUND:**

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

1. Elementary and Middle Calendar
2. Secondary Semester Schools
3. Langley Fine Arts School
4. Langley Fundamental Middle Secondary School
5. Langley Education Centre
6. Simonds and U-Connect
7. Vanguard Secondary School

**Relevant Legislation**

Approved school calendars will be made public in the month of May 2021, 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 from schools and in the development of the proposed school calendars. In addition, the feedback from the community received as part of the District Calendar consultation undertaken this 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)  
2021-2022 School Calendar  
Elementary/Middle Schools

MONTH	DATE	
September	Sept 6 (M)	<b>Labour Day (School Closed)</b>
	Sept 7 (T)	School Opens
	Sept 24 (F)	<b>School Improvement Day (students not in attendance)</b>
October	Oct 11 (M)	<b>Thanksgiving (School Closed)</b>
	Oct 20 (W)	1 Hour Early Dismissal Parent/Teacher Interviews
	Oct 21 (Th)	1 Hour Early Dismissal Parent/Teacher Interviews
	Oct 22 (F)	<b>Professional Development Day (Provincial)</b>
November	Nov 11 (Th)	<b>Remembrance Day (School Closed)</b>
	Nov 12 (F)	<b>Report Card Prep/Design and Assessment Day (students not in attendance)</b>
December	Dec 10 (F)	Report Cards Issued
	Dec 17 (F)	Last Day Prior to Winter Break
January	Jan 4 (T)	School Re-Opens After Winter Break
February	Feb 11 (F)	<b>Professional Development Day (District)</b>
	Feb 18 (F)	<b>Report Card Prep/Design and Assessment Day (students not in attendance)</b>
	Feb 21 (M)	<b>Family Day (School Closed)</b>
March	Mar 4 (F)	Report Cards Issued
	Mar 9 (W)	1 Hour Early Dismissal Parent/Teacher Interviews
	Mar 10 (Th)	1 Hour Early Dismissal Parent/Teacher Interviews
	Mar 11 (F)	Last Day Prior to Spring Break
	March 28 (M)	School Re-Opens After Spring Break
April	Apr 15 (F)	<b>Good Friday (School Closed)</b>
	Apr 18 (M)	<b>Easter Monday (School Closed)</b>
May	May 13 (F)	<b>Professional Development Day (RC Garnett only)</b>
	May 20 (F)	<b>Professional Development Day (District)</b>
	May 23 (M)	<b>Victoria Day (School Closed)</b>
June	Jun 29 (W)	Final Report Card & Last Day for Students Prior to Summer Vacation
	Jun 30 (Th)	<b>Administrative Day (students not in attendance)</b>
July / August		Summer Session

SD35 Board of Education Meeting  
PROPOSED April 20,2021

School District #35 (Langley)  
2021-2022 School Calendar  
Semester Secondary Schools

MONTH	DATE	
September	Sept 6 (M)	<b>Labour Day (School Closed)</b>
	Sept 7 (T)	School Opens
	Sept 24 (F)	<b>School Improvement Day (students not in attendance)</b>
October	Oct 11 (M)	<b>Thanksgiving (School Closed)</b>
	Oct 20 (W)	1 Hour Early Dismissal Parent/Teacher Interviews
	Oct 21 (Th)	1 Hour Early Dismissal Parent/Teacher Interviews
	Oct 22 (F)	<b>Professional Development Day (Provincial)</b>
November	Nov 11 (Th)	<b>Remembrance Day (School Closed)</b>
	Nov 12 (F)	<b>Report Card Prep/Design and Assessment Day (students not in attendance)</b>
	Nov 29 (M)	Term 1 Semester 1 Report Cards Issued
December	Dec 17 (F)	Last Day Prior to Winter Break
January	Jan 4 (T)	School Re-Opens After Winter Break
	Jan 31 (M)	Semester turn around day
February	Feb 1 (T)	<b>Semester 2 Begins</b>
	Feb 4 (F)	Report Cards Issued
	Feb 11 (F)	<b>Professional Development Day (District)</b>
	Feb 21 (M)	<b>Family Day (School Closed)</b>
March	Mar 9 (W)	1 Hour Early Dismissal Parent/Teacher Interviews
	Mar 10 (Th)	1 Hour Early Dismissal Parent/Teacher Interviews
	Mar 11 (F)	Last Day Prior to Spring Break
	Mar 28 (M)	School Re-Opens After Spring Break
April	Apr 15 (F)	<b>Good Friday (School Closed)</b>
	Apr 18 (M)	<b>Easter Monday (School Closed)</b>
	Apr 19 (T)	<b>Report Card Prep/Design and Assessment Day (students not in attendance)</b>
	Apr 25 (M)	Term 1 Semester 2 Report Cards Issued
May	May 20 (F)	<b>Professional Development Day (District)</b>
	May 23 (M)	<b>Victoria Day (School Closed)</b>
June	Jun 29 (W)	Final Report Card & Last Day for Students Prior to Summer Vacation
	Jun 30 (Th)	<b>Administrative Day (students not in attendance)</b>
July / August		Summer Session

SD35 Board of Education Meeting  
PROPOSED, April 20, 2021

School District #35 (Langley)  
2021-2022 School Calendar  
**Langley Fine Arts (All Students)**

MONTH	DATE	
September	Sept 6 (M)	<b>Labour Day (School Closed)</b>
	Sept 7 (T)	School Opens
	Sept 24 (F)	<b>School Improvement Day (students not in attendance)</b>
October	Oct 11 (M)	<b>Thanksgiving (School Closed)</b>
	Oct 20 (W)	1 Hour Early Dismissal Parent/Teacher Interviews
	Oct 21 (Th)	1 Hour Early Dismissal Parent/Teacher Interviews
	Oct 22 (F)	<b>Professional Development Day (Provincial)</b>
November	Nov 11 (Th)	<b>Remembrance Day (School Closed)</b>
	Nov 12 (F)	<b>Report Card Prep/Design and Assessment Day (students not in attendance)</b>
	Nov 29 (M)	Term 1 Report Cards Issued
December	Dec 17 (F)	Last Day Prior to Winter Break
January	Jan 4 (T)	School Re-Opens After Winter Break
	Jan 31 (M)	Semester turn around day
February	Feb 1 (T)	<b>Semester 2 Begins</b>
	Feb 4 (F)	Semester 1 Report Cards Issued (Grades 8-12)
	Feb 11 (F)	<b>Professional Development Day (District)</b>
	Feb 18 (F)	<b>Report Card Prep/Design and Assessment Day (Grades K-7) *Grades 8-12 students in attendance</b>
	Feb 21 (M)	<b>Family Day (School Closed)</b>
March	Mar 4 (F)	Term 2 Report Cards Issued (Grades K-7)
	Mar 9 (W)	1 Hour Early Dismissal Parent/Teacher Interviews
	Mar 10 (Th)	1 Hour Early Dismissal Parent/Teacher Interviews
	Mar 11 (F)	Last Day Prior to Spring Break
	March 28 (M)	School Re-Opens After Spring Break
April	Apr 15 (F)	<b>Good Friday (School Closed)</b>
	Apr 18 (M)	<b>Easter Monday (School Closed)</b>
	Apr 19 (T)	<b>Report Card Prep/Design and Assessment Day (Grades 8-12) *Grades K-7 students in attendance</b>
	Apr 29 (F)	Term 1 Semester 2 Report Cards Issued (Grades 8-12)
May	May 20 (F)	<b>Professional Development Day (District)</b>
	May 23 (M)	<b>Victoria Day (School Closed)</b>
June	Jun 29 (W)	Final Report Card & Last Day for Students Prior to Summer Vacation
	Jun 30 (Th)	<b>Administrative Day (students not in attendance)</b>
July / August		Summer Session

SD35 Board of Education Meeting  
PROPOSED April 20, 2021



School District #35 (Langley)  
2021-2022 School Calendar  
**Langley Fundamental Middle and Secondary School**

MONTH	DATE	
September	Sept 6 (M)	<b>Labour Day (School Closed)</b>
	Sept 7 (T)	School Opens
	Sept 24 (F)	<b>School Improvement Day (students not in attendance)</b>
October	Oct 11 (M)	<b>Thanksgiving (School Closed)</b>
	Oct 20 (W)	1 Hour Early Dismissal Parent/Teacher Interviews
	Oct 21 (Th)	1 Hour Early Dismissal Parent/Teacher Interviews
	Oct 22 (F)	<b>Professional Development Day (Provincial)</b>
November	Nov 11 (Th)	<b>Remembrance Day (School Closed)</b>
	Nov 12 (F)	<b>Report Card Prep/Design and Assessment Day (students not in attendance)</b>
	Nov 29 (M)	Report Cards Issued (Semester)
December	Dec 10 (F)	Report Cards Issued (Linear)
	Dec 17 (F)	Last Day Prior to Winter Break
January	Jan 4 (T)	School Re-Opens After Winter Break
	Jan 31 (M)	Semester turn around day
February	Feb 1 (T)	<b>Semester 2 Begins</b>
	Feb 4 (F)	Report Cards Issued (Semester)
	Feb 11 (F)	<b>Professional Development Day (District)</b>
	Feb 21 (M)	<b>Family Day (School Closed)</b>
March	Mar 9 (W)	1 Hour Early Dismissal Parent/Teacher Interviews
	Mar 10 (Th)	1 Hour Early Dismissal Parent/Teacher Interviews
	Mar 11 (F)	Last Day Prior to Spring Break
	Mar 28 (M)	School Re-Opens After Spring Break
April	Apr 15 (F)	<b>Good Friday (School Closed)</b>
	Apr 18 (M)	<b>Easter Monday (School Closed)</b>
	Apr 19 (T)	<b>Report Card Prep/Design and Assessment Day (students not in attendance)</b>
	Apr 25 (M)	Report Cards Issued
May	May 20 (F)	<b>Professional Development Day (District)</b>
	May 23 (M)	<b>Victoria Day (School Closed)</b>
June	Jun 29 (W)	Final Report Card & Last Day for Students Prior to Summer Vacation
	Jun 30 (Th)	<b>Administrative Day (students not in attendance)</b>
July / August		Summer Session

SD35 Board of Education Meeting  
PROPOSED April 20, 2021

School District #35 (Langley)  
2021-2022 School Calendar  
Langley Education Centre  
(Langley Online & Distributed Learning, CHOICES)

MONTH	DATE	
September	Sept 6 (M)	<b>Labour Day (School Closed)</b>
	Sep 8 (W)	First Day of Fall Session Classes
October	Oct 11 (M)	<b>Thanksgiving (School Closed)</b>
November	Nov 10 (W)	<b>Professional Development Day (students not in attendance)</b>
	Nov 11 (Th)	<b>Remembrance Day (School Closed)</b>
December	Dec 15 (W)	Last Day Prior to Winter Break
	Dec 16 (Th)	<b>Report Card Prep Day/Design and Assessment Day (students not in attendance)</b>
January	Jan 4 (T)	<b>School Improvement Day (students not in session)</b>
	Jan 5 (W)	First Day of Winter Session Classes
	Jan 10 (M)	Fall Session Report Cards Issued
February	Feb 15 (T)	<b>Professional Development Day (students not in attendance)</b>
	Feb 21 (M)	<b>Family Day (School Closed)</b>
March	Mar 11 (F)	Last Day Prior to Spring Break
	March 28 (M)	School Re-Opens After Spring Break
April	Apr 15 (F)	<b>Good Friday (School Closed)</b>
	Apr 18 (M)	<b>Easter Monday (School Closed)</b>
	Apr 19 (T)	<b>Professional Development Day (students not in attendance)</b>
	Apr 28 (Th)	Last Day of Winter Session Classes
May	May 2 (M)	<b>Report Card Prep Day/Design and Assessment Day (students not in attendance)</b>
	May 4 (W)	First Day of Spring Session Classes
	May 9 (M)	Winter Session Report Cards Issued
	May 23 (M)	<b>Victoria Day (School Closed)</b>
June	Jun 22 (W)	Last Day for Students Prior to Summer Vacation
	Jun 29 (W)	Final Report Cards Issued
	Jun 30 (Th)	<b>Administrative Day (students not in attendance)</b>
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  
PROPOSED April 20, 2021

School District #35 (Langley)  
2021-2022 School Calendar  
Simonds & U-Connect

MONTH	DATE	
September	Sept 6 (M)	<b>Labour Day (School Closed)</b>
	Sept 7 (T)	School Opens
	Sept 24 (F)	<b>School Improvement Day (students not in attendance)</b>
October	Oct 11 (M)	<b>Thanksgiving (School Closed)</b>
	Oct 20 (W)	1 Hour Early Dismissal Parent/Teacher Interviews
	Oct 21 (Th)	1 Hour Early Dismissal Parent/Teacher Interviews
	Oct 22 (F)	<b>Professional Development Day (Provincial)</b>
November	Nov 11 (Th)	<b>Remembrance Day (School Closed)</b>
	Nov 12 (F)	<b>Report Card Prep/Design and Assessment Day (Simonds) *U-Connect K-7 in attendance</b>
	Nov 22 (M)	<b>Report Card Prep/Design and Assessment Day (U-Connect 8-12) *Simonds in attendance</b>
	Nov 29 (M)	Report Cards Issued (U-Connect 8-12)
December	Dec 10 (F)	Report Cards Issued (Simonds & U-Connect K-7)
	Dec 17 (F)	Last Day Prior to Winter Break
January	Jan 4 (T)	School Re-Opens After Winter Break
	Jan 31 (M)	Semester Turn around day
February	Feb 1 (T)	<b>Semester 2 Begins (U-Connect 8-12)</b>
	Feb 4 (F)	Report Cards Issued (U-Connect 8-12)
	Feb 11 (F)	<b>Professional Development Day (District)</b>
	Feb 18 (F)	<b>Report Card Prep/Design and Assessment Day (Simonds) *U-Connect K-7 in attendance</b>
	Feb 21 (M)	<b>Family Day (School Closed)</b>
March	Mar 4 (F)	Report Cards Issued (Simonds & U-Connect K-7)
	Mar 9 (W)	1 Hour Early Dismissal Parent/Teacher Interviews
	Mar 10 (Th)	1 Hour Early Dismissal Parent/Teacher Interviews
	Mar 11 (F)	Last Day Prior to Spring Break
	Mar 28 (M)	School Re-opens after Spring Break
April	Apr 11 (M)	<b>Report Card Prep/Design and Assessment Day (U-Connect) Simonds and U-Connect K-7 in attendance</b>
	Apr 15 (F)	<b>Good Friday (School Closed)</b>
	Apr 18 (M)	<b>Easter Monday (School Closed)</b>
	Apr 25 (M)	Report Cards Issued (U-Connect 8-12)
May	May 2 (M)	<b>Professional Development Day (U-Connect) *Simonds in attendance</b>
	May 20 (F)	<b>Professional Development Day (Simonds) *U-Connect K-7 in attendance</b>
	May 23 (M)	<b>Victoria Day (School Closed)</b>
June	Jun 29 (W)	Final Report Card & Last Day for Students Prior to Summer Vacation
	Jun 30 (Th)	<b>Administrative Day (students not in attendance)</b>
July / August		Summer Session

School District #35 (Langley)  
2021-2022 School Calendar  
**Vanguard Secondary (Quartered Calendar)**

MONTH	DATE	
September	Sept 6 (M)	<b>Labour Day (School Closed)</b>
	Sept 7 (T)	School Opens
October	Oct 11 (M)	<b>Thanksgiving (School Closed)</b>
	Oct 22 (F)	<b>Professional Development Day (Provincial)</b>
November	Nov 2 (T)	1 Hour Early Dismissal Parent/Teacher Interviews
	Nov 10 (W)	Last Day Quarter 1
	Nov 11 (Th)	<b>Remembrance Day (School Closed)</b>
	Nov 12 (F)	<b>Quarter 1 Report Card Prep/Design and Assessment Day (students not in attendance)</b>
	Nov 15 (M)	First Day Quarter 2
	Nov 19 (F)	Quarter 1 Report Cards Issued
December	Dec 17 (F)	Last Day Prior to Winter Break
January	Jan 4 (T)	School Re-Opens After Winter Break
	Jan 12 (W)	1 Hour Early Dismissal Parent/Teacher Interviews
	Jan 28 (F)	Last Day Quarter 2
	Jan 31 (M)	Quarter 2 turn around day (students not in attendance)
February	Feb 1 (T)	<b>First Day Quarter 3</b>
	Feb 4 (F)	Quarter 2 Report Cards Issued
	Feb 10 (Th)	<b>School Improvement Day (students not in attendance)</b>
	Feb 11 (F)	<b>Professional Development Day (District)</b>
	Feb 21 (M)	<b>Family Day (School Closed)</b>
March	Mar 9 (W)	1 Hour Early Dismissal Parent/Teacher Interviews
	Mar 11 (F)	Last Day Prior to Spring Break
	Mar 28 (M)	School Re-Opens After Spring Break
April	Apr 15 (F)	<b>Good Friday (School Closed)</b>
	Apr 18 (M)	<b>Easter Monday (School Closed)</b>
	Apr 21 (Th)	Last Day Quarter 3
	Apr 22 (F)	<b>Quarter 3 Report Card Prep/Design and Assessment Day (students not in attendance)</b>
	Apr 25 (M)	First Day Quarter 4
	Apr 29 (F)	Quarter 3 Report Cards Issued
May	May 18 (W)	1 Hour Early Dismissal Parent/Teacher Interviews
	May 20 (F)	<b>Professional Development Day (District)</b>
	May 23 (M)	<b>Victoria Day (School Closed)</b>
June	Jun 29 (W)	Final Report Card & Last Day for Students Prior to Summer Vacation
	Jun 30 (Th)	<b>Administrative Day (students not in attendance)</b>
July / August		Summer Session

SD35 Board of Education Meeting  
PROPOSED, April 20, 2021

**STAFF REPORT**

**DATE:** April 20, 2021  
**TO:** Board of Education  
**FROM:** Brian Iseli, Secretary-Treasurer  
**SUBJECT:** Annual Facilities Grant 2021/2022

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**RECOMMENDED MOTION:**

That the Board of Education approves the Annual Facilities Grant 2021/2022 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 2021/2022 (April 1, 2021 to March 31, 2022) is comprised of an operating portion (\$680,178) and a capital portion (\$2,663,325) for a total of \$3,343,503. Due to the delay in the Provincial Budget these amounts are subject to change and will be confirmed following the release of the Provincial Budget. 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, 2021 TO MARCH 31, 2022**

	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		NBE/Willo/JA/DPE/ LM Portable		06-3-10-xxx-000-199	Active		1,052,850.00	-	1,052,850.00
Roof Replacements	B-10.02	Roofing repairs	priority areas	Various TBA		07-3-10-xxx-000-199	Active		40,000.00	-	40,000.00
Roof Replacements	B-10.03	Drawings, specs and consulting	roofing specs/inspections/redo assesments	TBA		06-3-10-xxx-000-199	Active		95,000.00	-	95,000.00
Functional Improvements	B-15.01	Fob Access school entrances	Security upgrades	Various, TBA		06-3-15-xxx-000-199	Active		100,000.00	-	100,000.00
Functional Improvements	B-15.02	Flooring replacement	priority areas	Various, TBA		06-3-15-xxx-000-199	Active		130,000.00	-	130,000.00
Functional Improvements	B-15.03	Interior upgrades		LSS drama/gym/shop halls		06-3-15-xxx-000-199	Active		38,000.00	-	38,000.00
Functional Improvements	B-15.04	Door and door hardware	aged out, needing replacement	BSS/Parkside/Uplands/Peterson/Simonds/Glenwood/etc		07-3-15-xxx-000-199	Active		60,000.00	-	60,000.00
Functional Improvements	B-15.05	Gym floor re surfacing	scheduled maintenance	Various		07-3-15-xxx-000-199	Active		42,000.00	-	42,000.00
Functional Improvements	B-15.06	Capital Asset Management System		All		07-3-15-xxx-000-199	Active		50,661.00	-	50,661.00
Electrical System Upgrades	B-20.01	New PA		Uplands		07-3-20-xxx-000-199	Active		30,000.00	-	30,000.00
Electrical System Upgrades	B-20.02	Lighting upgrade LED	Hydro grant	LFA, HDS		06-3-20-xxx-000-199	Active		230,000.00	-	230,000.00
Electrical System Upgrades	B-20.03	Exterior Lighting		Simonds		06-3-20-xxx-000-199	Active		10,000.00	-	10,000.00
Electrical System Upgrades	B-20.04	Vault maintenance	Scheduled maintenance	WGSS PEMS		07-3-20-xxx-000-199	Active		9,000.00	-	9,000.00
Electrical System Upgrades	B-20.05	Genset load testing	Scheduled maintenance	SBO WGSS ACSS HDS		07-3-20-xxx-000-199	Active		5,000.00	-	5,000.00
Disabled Access	B-25.01	Disabled Access	Accessible washrooms/ramps/access	TBA		06-3-25-xxx-000-199	Active		52,000.00	-	52,000.00
Facility Upgrades	B-30.01	Window seals and hardware replacement Skylights	priority areas	Various, TBA		07-3-30-xxx-000-199	Active		25,000.00	-	25,000.00
Facility Upgrades	B-30.02	Exterior paint	Scheduled	Simonds		07-3-30-xxx-000-199	Active		40,000.00	-	40,000.00
Facility Upgrades	B-30.03	Exterior paint	Scheduled	LSS/LEC		07-3-30-xxx-000-199	Active		55,000.00	-	55,000.00
Facility Upgrades	B-30.04	Exterior paint		WGSS stairs		07-3-30-xxx-000-199	Active		10,000.00	-	10,000.00
Facility Upgrades	B-30.05	Exterior paint		Glenwood Heritage		07-3-30-xxx-000-199	Active		19,000.00	-	19,000.00
Facility Upgrades	B-30.06	building envelope	leaking mulitple locations, needs repair	backside old gym/ new gym		06-3-30-xxx-000-199	Active		160,000.00	-	160,000.00
Facility Upgrades	B-30.07	Cladding	Rotten board and batten	Coghlan		07-3-30-xxx-000-199	Active		15,000.00	-	15,000.00
Asbestos Abatement	B-35.01	Asbestos abatement		TBA		07-3-35-xxx-000-199	Active		60,000.00	-	60,000.00
Loss Prevention Projects	B-40.01	Fire alarm upgrade	Aged out, needs replacement	Topham/Shortreed/West Langley		07-3-40-xxx-000-199	Active		120,000.00	-	120,000.00
Loss Prevention Projects	B-40.02	Fire safety plan	required	TBA		07-3-40-xxx-000-199	Active		18,000.00	-	18,000.00
Mechanical System Upgrades	B-50.01	A/C for Data room		Coghlan		06-3-50-xxx-000-199	Active		5,000.00	-	5,000.00
Mechanical System Upgrades	B-50.02	Septic system upgrade	deferred from 19/20	NOEL BOOTH		06-3-50-xxx-000-199	Active		10,000.00	-	10,000.00
Mechanical System Upgrades	B-50.03	(DLT/Scheduled)Washroom renovations	Scheduled Belmont/Nico, DLT Peterson Road/HDS	Peterson Rd		06-3-50-xxx-000-199	Active		100,000.00	-	100,000.00
Mechanical System Upgrades	B-50.04	Custodial Rooms	Install floor sinks (ergonomics)	2 schools, TBA		06-3-50-xxx-000-199	Active		20,000.00	-	20,000.00
Mechanical System Upgrades	B-50.05	Hoist replacement		WGSS		07-3-50-xxx-000-199	Active		9,000.00	-	9,000.00
Mechanical System Upgrades	B-50.06	DDC Upgrades		WGSS/LFMS/DP/Nico/Topham		06-3-50-xxx-000-199	Active		60,000.00	-	60,000.00
Mechanical System Upgrades	B-50.07	Septic Engineering	Septic needs replacment, project to go in under SEP	DWP		06-3-50-xxx-000-199	Active		40,000.00	-	40,000.00
Mechanical System Upgrades	B-50.08	DDC Link new build to old building		LSS		06-3-50-xxx-000-199	Active		35,000.00	-	35,000.00
Mechanical System Upgrades	B-50.09	?RTU for offices?		Maintenance		07-3-50-xxx-000-199	Active		15,000.00	-	15,000.00
Mechanical System Upgrades	B-50.10	RTU southside		Willoughby		07-3-50-xxx-000-199	Active		15,000.00	-	15,000.00
Mechanical System Upgrades	B-50.11	Gas Key Shut offs		District wide		07-3-50-xxx-000-199	Active		10,000.00	-	10,000.00
Mechanical System Upgrades	B-50.12	Roof Drain Repairs		various		07-3-50-xxx-000-199	Active		18,000.00	-	18,000.00
Mechanical System Upgrades	B-50.13	Duct cleaning	scheduled maintenance	AHE, ABE, JHE, LSS, Maint, UPL, WIX		07-3-50-xxx-000-199	Active		74,000.00	-	74,000.00
Mechanical System Upgrades	B-50.14	Belimo Valve Replacment	scheduled replacment	Various, TBA		07-3-50-xxx-000-199	Active		10,000.00	-	10,000.00
Site Servicing	B-55.01	**Drainage**	priority areas	Various, TBA		06-3-55-xxx-000-199	Active		50,492.00	-	50,492.00
Technology Infrastructure Upgrades	B-60.01	IT tech infrastructure		TBA		06-3-60-xxx-000-199	Active		150,000.00	-	150,000.00
Site Upgrades	B-70.01	Blacklock front entry	needs replacement	Blacklock		07-3-70-xxx-000-199	Active		5,500.00	-	5,500.00

**SCHOOL DISTRICT NO. 35 (LANGLEY)**  
**ANNUAL FACILITIES GRANT - PROJECT ESTIMATES**  
**FOR THE FUNDING PERIOD APRIL 1, 2021 TO MARCH 31, 2022**

	Project Index	Project Description	Project Details and Notes	Location	Work Orders	GL Account	Status	Labour Hours	Budget	Non-Budget	Total Estimate
<b>Site Upgrades</b>	B-70.02	**Parking lots**	priority areas	Various, TBA		06-3-70-xxx-000-199	Active		250,000.00	-	250,000.00

**SUMMARY**

Roof Replacements								-	1,187,850.00	-	1,187,850.00
Functional Improvements								-	420,661.00	-	420,661.00
Electrical System Upgrades								-	284,000.00	-	284,000.00
Disabled Access								-	52,000.00	-	52,000.00
Facility Upgrades								-	324,000.00	-	324,000.00
Asbestos Abatement								-	60,000.00	-	60,000.00
Loss Prevention Projects								-	138,000.00	-	138,000.00
Health and Safety Upgrades								-	-	-	-
Mechanical System Upgrades								-	421,000.00	-	421,000.00
Site Servicing								-	50,492.00	-	50,492.00
Technology Infrastructure Upgrades								-	150,000.00	-	150,000.00
Site Upgrades								-	255,500.00	-	255,500.00
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](mailto:Education.FundingDepartment@gov.bc.ca)

**STAFF REPORT**

**DATE:** April 20, 2021  
**TO:** Board of Education  
**FROM:** Brian Iseli, Secretary-Treasurer  
**SUBJECT:** Capital Plan Response Letter – Stage 1

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**RECOMMENDED MOTION:**

That the Board of Education receives the Capital Plan Response Letter – Stage 1 for information as presented.

**BACKGROUND:**

The District has received the attached Stage 1 Response Letter to their Five-Year Capital Plan submission. The Capital Plan Response Letters is how the Board is informed of the capital projects approved by the Ministry of Education. This year due to the delay in the Provincial budget, the Capital Plan Response Letters will be coming in two stages (the initial stage approval letter is attached). An amended Capital Plan Response Letter will follow in May with any additional approved projects and will require a Capital Bylaw for both stages of the Capital Plan Response Letters.



March 18, 2021

Ref: 245302

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

Re: Ministry Response to the Annual Five-Year Capital Plan Submission for 2021/22

The Ministry is approaching Capital Plan Response Letters for the upcoming fiscal year in two stages, in response to school districts' 2021/22 Annual Five-Year Capital Plan submission as submitted to the Ministry prior to July 31, 2020.

This **initial** Capital Plan Response Letter identifies approved projects from the School Enhancement Program (SEP) and Carbon Neutral Capital Program (CNCP), and has been determined using the known base budgets for these programs for the 2021/22 fiscal year.

An **amended** Capital Plan Response Letter will follow in May to identify any additional approved projects under SEP and CNCP, reflecting any changes to program allocations announced through the Budget on April 20<sup>th</sup>. **Amended** letters will also identify supported and approved capital projects for the other minor and major capital programs, including:

- Building Envelope Program (BEP)
- Playground Equipment Program (PEP)
- Bus Acquisition Program (BUS)
- Seismic Mitigation Program (SMP)
- Expansion Program (EXP)
- Replacement Program (REP)
- Site Acquisition Program (SAP)
- Rural District Program (RDP)

The table below identifies the minor capital projects from the Ministry's 2021/22 annual capital programs that are approved for funding, and are able to proceed to procurement at this point in time.

**MINOR CAPITAL PROJECTS**  
**New projects for SEP and CNCP**

Facility Name	Program Project Description	Amount Funded by Ministry	Next Steps & Timing
D W Poppy Secondary	SEP - Plumbing upgrades	\$900,000	Proceed to design, tender and construction. Project is to be completed by March 31, 2022.
Peter Ewart Middle	SEP - Exterior Wall Systems including window upgrades	\$500,000	Proceed to design, tender and construction. Project is to be completed by March 31, 2022.

Ministry of  
Education

Capital Management Branch  
Resource Management Division

Mailing Address:  
PO Box 9151 Stn Prov Govt  
Victoria BC V8W 9H1

Location:  
5<sup>th</sup> Floor, 620 Superior St  
Victoria BC V8V 1V2

An Annual Programs Funding Agreement will accompany the **amended** Capital Plan Response Letter in May, which will outline specific Ministry and Board related obligations associated with all approved capital projects for the 2021/22 fiscal year.

Boards of Education will be required to adopt a single Capital Bylaw for their approved 2021/22 Five-Year Capital Plan, as identified in the **amended** Capital Plan Response Letter in May.

Lastly, the Ministry will provide Capital Plan Instructions for the upcoming 2022/23 Annual Five-Year Capital Plan submission in the coming weeks, in alignment with the launch of the Ministry's new online Capital Asset Planning System (CAPS) platform.

Please contact Capital Management Branch Director [Michael Nyikes](#) with any questions regarding this **initial** Capital Plan Response Letter or the Ministry's capital plan process.

Sincerely,



François Bertrand, Acting Executive Director  
Capital Management Branch

pc: Michael Nyikes, Director, Capital Management Branch  
Ravnit Aujla, Planning Officer, Capital Management Branch