

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

**REGULAR BOARD MEETING**

**AGENDA**

**MEETING DATE:** 2012-05-17 **TIME:** 7:30 p.m.

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

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1. CALL TO ORDER

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

2. DELEGATIONS

- (a) Delegation: Alan Clegg, Lord Tweedsmuir Alumni Association, re: 100 Year Reunion / Celebration – Lord Tweedsmuir Secondary School

3. ACTION ITEMS

- (a) Adoption of Minutes of Regular Board Meeting Held 2012-04-19
- (b) Approval of Sketch Plans: Clayton East Area Elementary – Site #201 – New School, Including Neighbourhood Learning Centre
- (c) Approval of Sketch Plans: South Newton East Area Elementary – Site #211 – New School, Including Neighbourhood Learning Centre
- (d) Approval of Sketch Plans: Panorama Ridge Secondary – Site #032 – Addition, Including Neighbourhood Learning Centre
- (e) Approval of Sketch Plans: Fraser Heights Secondary – Site #141 – Addition, Including Neighbourhood Learning Centre
- (f) Capital Project Funding Agreement – Clayton East Area Elementary – Site #201 – New School, Including Neighbourhood Learning Centre
- (g) Capital Project Funding Agreement – South Newton East Area – Site #211 – New School, Including Neighbourhood Learning Centre
- (h) Capital Project Funding Agreement – Panorama Ridge Secondary – Site #032 – Addition, Including Neighbourhood Learning Centre
- (i) Capital Project Funding Agreement – Fraser Heights Secondary – Site #141 – Addition, Including Neighbourhood Learning Centre

*Cont'd...*

## REGULAR BOARD MEETING

**AGENDA**

MEETING DATE: 2012-05-17

TIME: 7:30 p.m.

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

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- (j) Capital Project Bylaw No. 126389 – Annual Facilities Grant 2012/2013
- (k) Proposed Local Calendar For 2012/2013 School Year
- (l) Specialty Academy Schedule of Program Fees
- (m) Statement of Operating Fund Expenditures for the Nine Months Ended 2012-03-31
- (n) Interim Financial Report – Special Purpose Funds – Nine Months Ended 2012-03-31
- (o) Partnership With City of Surrey For Creating Centers of Living, Learning and Healthy Community – Letter of Intent
- (p) Carbon Neutral Action Report – 2011

**4. INFORMATION & PROPOSALS**

- (a) Trustee Reports
- (b) Notice of Motion, Trustee L. Larsen, re: BCTF / BCPSEA Collective Agreement
- (c) Report on Changes to Classes Pursuant to Section 76.4 of the *School Act*
- (d) Mandatory Physical Education 11 Feasibility Study (*verbal*)
- (e) International Baccalaureate Program Update (*verbal*)
- (f) Incoming Correspondence

**5. FUTURE BUSINESS**

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

**6. QUESTION PERIOD**

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

**7. ADJOURNMENT*****Mission Statement***

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

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

**THE PURPOSE OF 'QUESTION PERIOD'**

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

Question Period is intended:

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

Question Period is NOT intended:

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

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

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

**Schedule 1(b)  
of the**

**ADMINISTRATIVE MEMORANDUM  
(Regular)**

**MEETING DATE: 2012-05-17**

**TOPIC: APPROVAL OF AGENDA OF REGULAR BOARD MEETING**

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**IT IS RECOMMENDED:**

THAT the agenda of the Regular Board meeting be approved as circulated.

Enclosures:



Submitted by:

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

Approved by:

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



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

**Schedule 3(a)  
of the**

**ADMINISTRATIVE MEMORANDUM  
(Regular)**

**MEETING DATE: 2012-05-17**

**TOPIC: ADOPTION OF MINUTES OF REGULAR BOARD MEETING  
HELD 2012-04-19**

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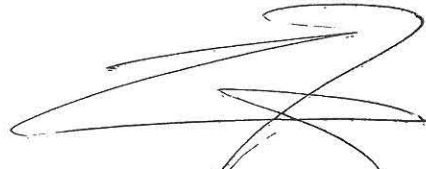
**IT IS RECOMMENDED:**

THAT the Minutes of the Regular Board meeting held 2012-04-19 be adopted as circulated.

Enclosures:

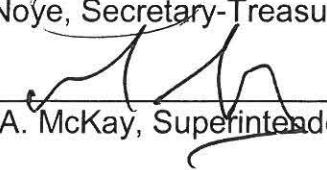


Submitted by:



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

Approved by:



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

**MINUTES OF A REGULAR MEETING OF THE BOARD OF EDUCATION OF  
SCHOOL DISTRICT NO. 36 (SURREY) HELD IN ROOM #2020 AT THE DISTRICT  
EDUCATION CENTRE ON THURSDAY, APRIL 19<sup>th</sup>, 2012 AT 7:30 P.M.**

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**IN ATTENDANCE**

**Trustees**

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

**Staff**

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

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**[1] CALL TO ORDER**

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

**Presenters & Staff:**

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

Susan Chow, Principal, Career Education; Lara-Lisa Condello, Instructor, Nicola Valley Institute of Technology; Patti Dundas, Assistant Secretary-Treasurer; Kerry Magnus, Associate Director, Business Management Services; Dave Paul, Assistant Superintendent; Angie Smith, Administrative Assistant; and Doug Strachan, Manager, Communication Services.

**(a) "O Canada"**

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

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

Chairperson McNally requested that item 3(b) *Day of Mourning*, be added to the agenda.

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

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

**CARRIED**

*Cont'd...*

(c) Presentation: District Partnership Program – Law Enforcement Preparatory Program

Susan Chow, Principal, Career Education, and Lara-Lisa Condello, Instructor, Nicola Valley Institute of Technology (NVIT), provided Trustees with information regarding the Law Enforcement Preparatory Program (LEPP).

A head start in the Law Enforcement Preparatory Program is offered through Career Education in partnership with Nicola Valley Institute of Technology (NVIT). NVIT is BC's first Aboriginal post-secondary institute. This course is of interest to students considering a career in the criminal justice system. This student receives a head start in the post-secondary program where he can complete one of ten courses in the LEPP certificate program while still in high school. This opportunity also helps the student transition from high school into continued studies at NVIT.

This NVIT bursary is awarded to a Surrey student who successfully completed the course and has made application to continue his/her law enforcement studies at NVIT.

This is the partnership's first LEPP bursary award. Kyle Morriveau was the recipient.

Chairperson McNally, Dave Paul, Assistant Superintendent and Lara-Lisa Condello, Instructor, Nicola Valley Institute of Technology, formally presented Kyle Morriveau with the Law Enforcement Preparatory Program Bursary award.

(d) Presentation: Secondary School Apprenticeship Scholarships

Susan Chow, Principal, Career Education, provided Trustees with information regarding the Secondary School Apprenticeship Program.

The Secondary School Apprenticeship (SSA) is a career program that provides students with the opportunity to begin an apprenticeship while still in high school and to earn high school credits for doing so. It provides a smoother transition from school to work and a quicker route to certification in a trade. SSA students complete up to 480 hours of work experience that counts towards their apprenticeship and course credits. SSA youth apprentices must be 19 and under and complete their SSA work based training by 3 months past graduation.

To qualify for the Secondary School Apprenticeship Scholarships (value of \$1,000) must have:

- Been registered in the program in the school district prior to graduation;
- Graduated with a Grade 12 Dogwood Diploma or Adult Dogwood
- Successfully completed specific SSA courses
- Maintained a C+ average or better on Grade 12 level courses
- Continued working or training full-time in the trade 5 months after graduation or have 1100 hours report to the Industry Training Authority.

Twenty-two (22) SSA students were awarded a \$1,000 scholarship; however not all of them were able to attend the meeting this evening.

Chairperson McNally, Trustee Allen, Dave Paul, Assistant Superintendent, formally presented the Secondary School Apprenticeship students with a scholarship.

[2] **DELEGATIONS**

No items.

[3] **ACTION ITEMS**

- (a) Adoption of Minutes of Regular Board Meeting Held 2012-03-08 and Special (Open) Board Meeting Held 2012-03-29

It was moved by Trustee Allen seconded by Trustee Wilson:

THAT the Minutes of the Regular Board meeting held 2012-03-08 and the Special (Open) Board meeting held 2012-03-29 be adopted as presented.

CARRIED

- (b) Day of Mourning

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

THAT Administration be directed to issue a declaration of April 28 as a Day of Mourning in School District No. 36 (Surrey).

CARRIED

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[4] **INFORMATION AND PROPOSALS**

(a) **Trustee Reports**

Trustees briefly reported on their activities since the last Board meeting.

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

Trustees received a progress report regarding active capital projects.

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

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

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

**CARRIED**

(d) **Incoming Correspondence**

There were no correspondence items requiring Trustees' attention.

[5] **FUTURE BUSINESS**

(a) **Items for Future Discussion**

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

(b) **Future Meetings**

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

[6] **QUESTION PERIOD**

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

[7] **ADJOURNMENT**

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

THAT the Regular meeting of the Board be adjourned at 8:13 p.m.

CARRIED

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L. McNally  
Chairperson

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W. Noye  
Secretary-Treasurer

WDN/lm

## **SECTION 72(3) REPORT**

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

#### **REPORT OF SPECIAL (IN-CAMERA) BOARD MEETING**

**2012-03-08 "A" MEETING**

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**Trustees Present:**

L. McNally, Chairperson  
S. Wilson, Vice Chairperson  
P. Glass  
R. Masi

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**Decisions Made by the Board Included:**

1. Ratification of new collective agreement for CUPE, Local 728, expiring June 30, 2012.
2. Labour Market Adjustment – grandfathering.

## **SECTION 72(3) REPORT**

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

#### **REPORT OF SPECIAL (IN-CAMERA) BOARD MEETING**

**2012-03-08 "B" MEETING**

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#### **Trustees Present:**

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

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#### **Decisions Made by the Board Included:**

1. Approval of Minutes and Public Records of the Special (In-Camera) Board meetings held 2012-01-26 and 2012-02-16.
2. Elementary Vice Principal "Pool" - placement.

#### **Matters Discussed by the Board Included:**

1. Property matters.



## **SECTION 72(3) REPORT**

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

#### **REPORT OF SPECIAL (IN-CAMERA) BOARD MEETING**

**2012-04-03 MEETING**

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#### **Trustees Present:**

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

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#### **Decisions Made by the Board Included:**

1. Appointment of new Deputy Superintendent.

## **SECTION 72(3) REPORT**

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

#### **REPORT OF SPECIAL (IN-CAMERA) BOARD MEETING**

**2012-04-12 MEETING**

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#### **Trustees Present:**

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

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#### **Decisions Made by the Board Included:**

1. Property matters.

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

**Schedule 3(b)**

of the  
**ADMINISTRATIVE MEMORANDUM**  
(Regular)

MEETING DATE: **2012-05-17**

TOPIC: **APPROVAL OF SKETCH PLANS: CLAYTON EAST AREA  
ELEMENTARY – SITE #201 – NEW SCHOOL, INCLUDING  
NEIGHBOURHOOD LEARNING CENTRE**

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Approval of a new school Clayton East Area Elementary – Site #201, located at 6887 – 194A Street was announced by the Premier on 2011-10-31. The new school will have a capacity of 80 Full Day Kindergarten and 525 Grade 1 – 7 student spaces and will include Neighbourhood Learning Centre space.

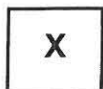
The firm of Craven Huston Powers Architects was appointed as project architect for this New Elementary School, Clayton East Area – Site #201 at the 2012-03-29 Regular Board meeting.

The architect will be in attendance to present the sketch plans to the Board.

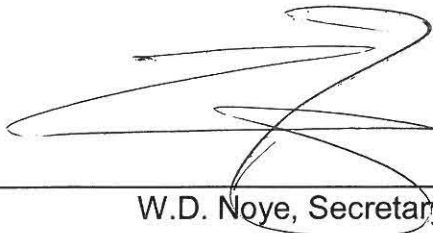
**IT IS THEREFORE RECOMMENDED:**

THAT the sketch plans for the construction of the new school Clayton East Area Elementary – Site #201, located at 6887 – 194A Street, be approved as presented and the architect be instructed to proceed with the remaining stages of the project.

Enclosures:



Submitted by:

A stylized, handwritten signature in black ink, appearing to be 'W.D. Noye'.

W.D. Noye, Secretary-Treasurer

Approved by:

A stylized, handwritten signature in black ink, appearing to be 'M. A. McKay'.

M. A. McKay, Superintendent

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

**Schedule 3(c)**

of the  
**ADMINISTRATIVE MEMORANDUM**  
(Regular)

MEETING DATE: **2012-05-17**

TOPIC: **APPROVAL OF SKETCH PLANS: SOUTH NEWTON EAST  
AREA ELEMENTARY – SITE #211 – NEW SCHOOL, INCLUDING  
NEIGHBOURHOOD LEARNING CENTRE**

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Approval of a new school South Newton East Area Elementary – Site #211, located at 6287 – 146 Street was announced by the Premier on 2011-10-31. The new school will have a capacity of 80 Full Day Kindergarten and 475 Grade 1 – 7 student spaces and will include Neighbourhood Learning Centre space.

The firm of Craven Huston Powers Architects was appointed as project architect for this New Elementary School, South Newton East Area – Site #211 at the 2012-03-29 Regular Board meeting.

The architect will be in attendance to present the sketch plans to the Board.

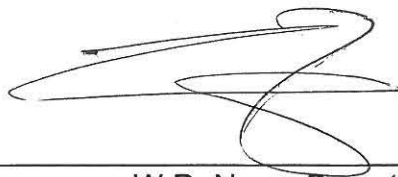
**IT IS THEREFORE RECOMMENDED:**

THAT the sketch plans for the construction of the new school South Newton East Area Elementary – Site #211, located at 6287 – 146 Street, be approved as presented and the architect be instructed to proceed with the remaining stages of the project.

Enclosures:

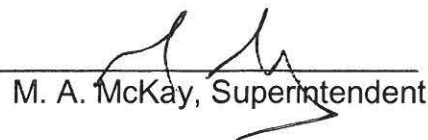


Submitted by:

A handwritten signature in black ink, appearing to be 'W.D. Noye'.

W.D. Noye, Secretary-Treasurer

Approved by:

A handwritten signature in black ink, appearing to be 'M. A. McKay'.

M. A. McKay, Superintendent

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

**Schedule 3(d)**

**of the**  
**ADMINISTRATIVE MEMORANDUM**  
**(Regular)**

MEETING DATE: **2012-05-17**

TOPIC: **APPROVAL OF SKETCH PLANS: PANORAMA RIDGE  
SECONDARY – SITE #032 – ADDITION, INCLUDING  
NEIGHBOURHOOD LEARNING CENTRE**

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Approval of an addition to Panorama Ridge Secondary – Site #032, located at 13220 – 64<sup>th</sup> Avenue was announced by the Premier on 2011-10-31. The addition will increase capacity from 1100 to 1400 secondary students and will include Neighbourhood Learning Centre space.

The firm of Grant & Sinclair Architects Ltd. was appointed as project architect for proposed addition to Panorama Ridge Secondary – Site #032 at the 2012-03-29 Regular Board meeting.

The architect will be in attendance to present the sketch plans to the Board.

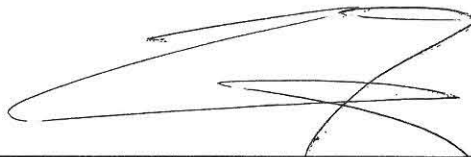
**IT IS THEREFORE RECOMMENDED:**

THAT the sketch plans for the construction of an addition to Panorama Ridge Secondary – Site #032, located at 13220 – 64<sup>th</sup> Avenue, be approved as presented and the architect be instructed to proceed with the remaining stages of the project.

Enclosures:

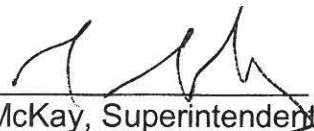


Submitted by:



W.D. Noye, Secretary-Treasurer

Approved by:



M. A. McKay, Superintendent

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

**Schedule 3(e)**

**of the  
ADMINISTRATIVE MEMORANDUM  
(Regular)**

**MEETING DATE: 2012-05-17**

**TOPIC: APPROVAL OF SKETCH PLANS: FRASER HEIGHTS  
SECONDARY – SITE #141 – ADDITION, INCLUDING  
NEIGHBOURHOOD LEARNING CENTRE**

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Approval of an addition to Fraser Heights Secondary – Site #141, located at 16060 – 108<sup>th</sup> Avenue was announced by the Premier on 2011-10-31. The addition will increase capacity from 1000 to 1200 secondary students and will include Neighbourhood Learning Centre space.

The firm of Grant & Sinclair Architects Ltd. was appointed as project architect for proposed addition to Fraser Heights Secondary – Site #141 at the 2012-03-29 Regular Board meeting.

The architect will be in attendance to present the sketch plans to the Board.

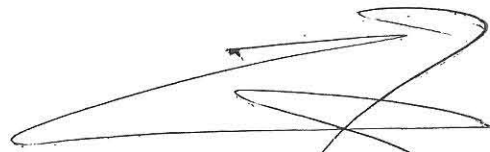
**IT IS THEREFORE RECOMMENDED:**

THAT the sketch plans for the construction of an addition to Fraser Heights Secondary – Site #141, located at 16060 – 108<sup>th</sup> Avenue, be approved as presented and the architect be instructed to proceed with the remaining stages of the project.

Enclosures:




Submitted by:



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W.D. Noye, Secretary-Treasurer

Approved by:



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M. A. McKay, Superintendent

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

**Schedule 3(f)**

**of the  
ADMINISTRATIVE MEMORANDUM  
(REGULAR)**

MEETING DATE: **2012-05-17**

TOPIC: **CAPITAL PROJECT FUNDING AGREEMENT  
CLAYTON EAST AREA ELEMENTARY – SITE #201 – NEW  
SCHOOL, INCLUDING NEIGHBOURHOOD LEARNING CENTRE**

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On October 31, 2011, the Premier announced approval of a new school – Clayton East Area Elementary – Site #201. The new school will have a capacity of 80 Full Day Kindergarten and 525 Grade 1 – 7 student spaces and will include Neighbourhood Learning Centre space.

This new space project was submitted as a high priority in the Board of Education of School District No. 36 (Surrey) 2010-2014 Five Year Capital Plan.

Prior to formal approval of the project, the Ministry of Education requires that the school district prepare a Project Definition Report (PDR) identifying rationale, scope, budget and schedule of the project.

The PDR has been completed and approved by the Ministry of Education. The Board is now required to ratify submission of the Capital Project Funding Agreement for the completion of the project. The adoption of the recommended motion below will bind the Board to a sum of:

a)	\$ 14,027,699	Capital funding, from the Province
b)	\$ 1,109,809	Reserve Items which can be accessed in the event actual costs of Identified Risks exceed the base funding amounts.
c)	\$ 393,312	to be held as an estimated Economic Adjustment to address increases in capital project construction costs.
	<u>\$ 15,530,820</u>	Total

The Board is to complete the project within the above approved funding.

(Continued)

MEETING DATE: 2012-05-17

SCHEDULE: 3(f)

TOPIC: **CAPITAL PROJECT FUNDING AGREEMENT  
CLAYTON EAST AREA ELEMENTARY – SITE #201 – NEW  
SCHOOL, INCLUDING NEIGHBOURHOOD LEARNING CENTRE**

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**IT IS THEREFORE RECOMMENDED:**

THAT the Board ratify the Capital Project Funding Agreement in the sum of:

\$ 14,027,699	Capital funding, from the Province
\$ 1,109,809	Reserve Items which can be accessed in the event actual costs of Identified Risks exceed the base funding amounts.
\$ 393,312	to be held as an estimated Economic Adjustment to address increases in capital project construction costs.


<u>\$ 15,530,820</u>	Total
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for design and construction of the new school – Clayton East Area Elementary – Site #201.

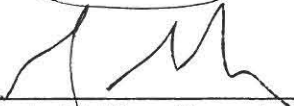
Enclosures:



Submitted by:

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

Approved by:

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

WDN/dg



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

**Schedule 3(g)**

**of the  
ADMINISTRATIVE MEMORANDUM  
(REGULAR)**

MEETING DATE: **2012-05-17**

TOPIC: **CAPITAL PROJECT FUNDING AGREEMENT  
SOUTH NEWTON EAST AREA – SITE #211 – NEW SCHOOL,  
INCLUDING NEIGHBOURHOOD LEARNING CENTRE**

---

On October 31, 2011, the Premier announced approval of a new school – South Newton East Area Elementary - Site #211 was approved in principle. The new school will have a capacity of 80 Full Day Kindergarten and 475 Grade 1 – 7 student spaces and will include Neighbourhood Learning Centre space.

This new space project was submitted as a high priority in the Board of Education of School District No. 36 (Surrey) 2010-2014 Five Year Capital Plan.

Prior to formal approval of the project, the Ministry of Education requires that the school district prepare a Project Definition Report (PDR) identifying rationale, scope, budget and schedule of the project.

The PDR has been completed and approved by the Ministry of Education. The Board is now required to ratify submission of the Capital Project Funding Agreement for the completion of the project. The adoption of the recommended motion below will bind the Board to a sum of:

a)	\$ 14,681,846	Capital funding, from the Province
b)	\$ 1,031,524	Reserve Items which can be accessed in the event actual costs of Identified Risks exceed the base funding amounts.
c)	\$ 414,283	to be held as an estimated Economic Adjustment to address increases in capital project construction costs.
	<u>\$ 16,127,653</u>	Total

The Board is to complete the project within the above approved funding.

(Continued)

MEETING DATE: 2012-05-17

SCHEDULE: 3(g)

TOPIC: **CAPITAL PROJECT FUNDING AGREEMENT  
SOUTH NEWTON EAST AREA – SITE #211 – NEW SCHOOL,  
INCLUDING NEIGHBOURHOOD LEARNING CENTRE**

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**IT IS THEREFORE RECOMMENDED:**

THAT the Board ratify the Capital Project Funding Agreement in the sum of:

\$ 14,681,846	Capital funding, from the Province
\$ 1,031,524	Reserve Items which can be accessed in the event actual costs of Identified Risks exceed the base funding amounts.
\$ 414,283	to be held as an estimated Economic Adjustment to address increases in capital project construction costs.

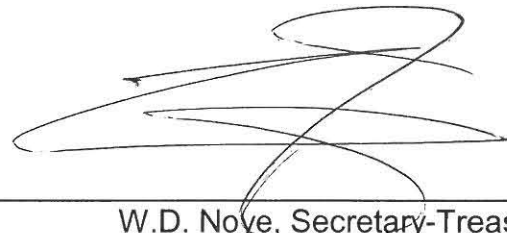
<u>\$ 16,127,653</u>	Total
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for design and construction of the new school – South Newton East Area Elementary - Site #211.

Enclosures:



Submitted by:

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

Approved by:

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

WDN/dg

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

**Schedule 3(h)**

**of the  
ADMINISTRATIVE MEMORANDUM  
(REGULAR)**

MEETING DATE: **2012-05-17**

TOPIC: **CAPITAL PROJECT FUNDING AGREEMENT  
PANORAMA RIDGE SECONDARY – SITE #032 – ADDITION,  
INCLUDING NEIGHBOURHOOD LEARNING CENTRE**

---

On October 31, 2011, the Premier announced approval of an addition to Panorama Ridge Secondary – Site #032 was approved in principle. The addition will increase capacity from 1100 to 1400 secondary students and will include Neighbourhood Learning Centre space.

This new space project was submitted as a high priority in the Board of Education of School District No. 36 (Surrey) 2010-2014 Five Year Capital Plan.

Prior to formal approval of the project, the Ministry of Education requires that the school district prepare a Project Definition Report (PDR) identifying rationale, scope, budget and schedule of the project.

The PDR has been completed and approved by the Ministry of Education. The Board is now required to ratify submission of the Capital Project Funding Agreement for the completion of the project. The adoption of the recommended motion below will bind the Board to a sum of:

a)	\$ 8,372,798	Capital funding, from the Province
b)	\$ 626,847	Reserve Items which can be accessed in the event actual costs of Identified Risks exceed the base funding amounts.
c)	\$ 228,639	to be held as an estimated Economic Adjustment to address increases in capital project construction costs.
	<u>\$ 9,228,284</u>	Total

The Board is to complete the project within the above approved funding.

(Continued)

MEETING DATE: 2012-05-17

SCHEDULE: 3(h)

TOPIC: **CAPITAL PROJECT FUNDING AGREEMENT  
PANORAMA RIDGE SECONDARY – SITE #032 – ADDITION,  
INCLUDING NEIGHBOURHOOD LEARNING CENTRE**

---

**IT IS THEREFORE RECOMMENDED:**

THAT the Board ratify the Capital Project Funding Agreement in the sum of:

\$ 8,372,798	Capital funding, from the Province
\$ 626,847	Reserve Items which can be accessed in the event actual costs of Identified Risks exceed the base funding amounts.
\$ 228,639	to be held as an estimated Economic Adjustment to address increases in capital project construction costs.

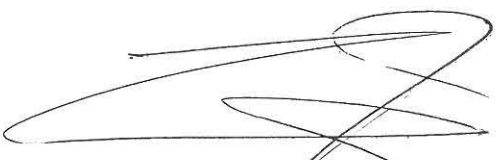
<u>\$ 9,228,284</u>	Total
---------------------	-------

for design and construction of the addition to Panorama Ridge Secondary – Site #032.

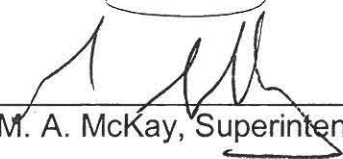
Enclosures:



Submitted by:

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

Approved by:

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

WDN/dg

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

**Schedule 3(i)**

**of the  
ADMINISTRATIVE MEMORANDUM  
(REGULAR)**

MEETING DATE: **2012-05-17**

TOPIC: **CAPITAL PROJECT FUNDING AGREEMENT  
FRASER HEIGHTS SECONDARY – SITE #141 – ADDITION,  
INCLUDING NEIGHBOURHOOD LEARNING CENTRE**

---

On October 31, 2011, the Premier announced approval of an addition to Fraser Heights Secondary – Site #141 was approved in principle. The addition will increase capacity from 1000 to 1200 secondary students and will include Neighbourhood Learning Centre space.

This new space project was submitted as a high priority in the Board of Education of School District No. 36 (Surrey) 2010-2014 Five Year Capital Plan.

Prior to formal approval of the project, the Ministry of Education requires that the school district prepare a Project Definition Report (PDR) identifying rationale, scope, budget and schedule of the project.

The PDR has been completed and approved by the Ministry of Education. The Board is now required to ratify submission of the Capital Project Funding Agreement for the completion of the project. The adoption of the recommended motion below will bind the Board to a sum of:

a)	\$ 7,076,976	Capital funding, from the Province
b)	\$ 915,605	Reserve Items which can be accessed in the event actual costs of Identified Risks exceed the base funding amounts.
c)	\$ 184,482	to be held as an estimated Economic Adjustment to address increases in capital project construction costs.
	<u>\$ 8,177,063</u>	Total

The Board is to complete the project within the above approved funding.

(Continued)

MEETING DATE: 2012-05-17

SCHEDULE: 3(i)

TOPIC: **CAPITAL PROJECT FUNDING AGREEMENT  
FRASER HEIGHTS SECONDARY – SITE #141 – ADDITION,  
INCLUDING NEIGHBOURHOOD LEARNING CENTRE**

---

**IT IS THEREFORE RECOMMENDED:**

THAT the Board ratify the Capital Project Funding Agreement in the sum of:

\$ 7,076,976	Capital funding, from the Province
\$ 915,605	Reserve Items which can be accessed in the event actual costs of Identified Risks exceed the base funding amounts.
\$ 184,482	to be held as an estimated Economic Adjustment to address increases in capital project construction costs.
<u>\$ 8,177,063</u>	Total

for design and construction of the addition to Fraser Heights Secondary – Site #141.

Enclosures:



Submitted by:

W.D. Noye, Secretary-Treasurer

Approved by:

M. A. McKay, Superintendent

WDN/dg

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

**Schedule 3(j)**

**of the**  
**ADMINISTRATIVE MEMORANDUM**  
**(Regular)**

MEETING DATE: **2012-05-17**

TOPIC: **CAPITAL PROJECT BYLAW NO. 126389 – ANNUAL FACILITIES GRANT 2012/13**

---

The Board of Education of School District No. 36 (Surrey) received a letter from the Ministry of Education dated 2012-03-12, providing the District with a total Annual Facilities Grant for 2012/13 year in the amount of \$11,108,204 of which \$8,280,661 is designated as capital funding and requires the Board to adopt the bylaw.

<u>Project No.</u>	<u>Project Description</u>	<u>Amount</u>
126389	Annual Facilities Grant for 2012/13	\$8,280,661

**IT IS THEREFORE RECOMMENDED:**

THAT Capital Project Bylaw No. 126389 be given three (3) readings at this meeting (vote must be unanimous).

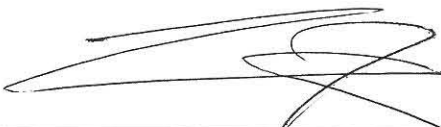
**BYLAW RECOMMENDATION:**

1. THAT Capital Project Bylaw No. 126389 be approved as read a first time.
2. THAT Capital Project Bylaw No. 126389 be approved as read a second time.
3. THAT Capital Project Bylaw No. 126389 be approved as read a third time and finally adopted.


Enclosures:



Submitted by:

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

Approved by:

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

**CAPITAL BYLAW NO. 126389**  
**ANNUAL FACILITIES GRANT 2012/2013**

A BYLAW by the Board of Education of School District No. 36 (Surrey) (hereinafter called the "Board") to adopt a Capital Project of the Board pursuant to Sections 143 (2) and 144 (1) of the *School Act*, R.S.B.C. 1996, c. 412 as amended from time to time (called the "Act").

WHEREAS in accordance with provisions of the *School Act* the Minister of Education (hereinafter called the "Minister") has approved Capital Project No. 126389.

NOW THEREFORE the Board agrees to the following:

- (a) upon approval to proceed, commence the Project and proceed diligently and use its best efforts to complete the Project substantially as directed by the Minister;
- (b) observe and comply with any rule, policy or regulation of the Minister as may be applicable to the Board or the Project; and,
- (c) maintain proper books of account, and other information and documents with respect to the affairs of the Project, as may be prescribed by the Minister.

NOW THEREFORE the Board enacts as follows:

1. The Capital Bylaw of the Board approved by the Minister and specifying a maximum expenditure of \$8,280,661 for Project No. 126389 is hereby adopted.
2. This Bylaw may be cited as School District No. 36 (Surrey) Capital Bylaw No.126389.

READ A FIRST TIME THE 17<sup>TH</sup> DAY OF MAY, 2012;

READ A SECOND TIME THE 17<sup>TH</sup> DAY OF MAY, 2012;

READ A THIRD TIME, PASSED AND ADOPTED THE 17<sup>TH</sup> DAY OF MAY, 2012.

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

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

I HEREBY CERTIFY this to be a true and original School District No. 36 (Surrey) Capital Bylaw No. 126389 adopted by the Board the 17<sup>th</sup> day of May, 2012.

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



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

**Schedule 3(k)  
of the**

**ADMINISTRATIVE MEMORANDUM  
(Regular)**

MEETING DATE: **2012-05-17**

TOPIC: **PROPOSED LOCAL CALENDAR FOR 2012/2013 SCHOOL  
YEAR**

---

School districts are required to adopt calendars for each of their schools on or before May 31 for the following year.

School districts are permitted, under the *School Act*, to adopt local calendars for one or more of their schools.

The Board and its staff have consulted with employee groups and the community regarding the continuation of a local calendar for the 2012/2013 school year for the purpose of continued budget savings through reduced replacement costs and other operational efficiencies.

It is anticipated that the proposed changes to the Local Calendar for 2012/2013 will have a positive impact on the budget by the number of instructional days being reduced, thereby reducing the cost of replacement staff by an amount of close to \$400,000.

The following proposal has been presented to the school district education community and partners for discussion and feedback. The following alterations to the Standard Ministry of Education school calendar are proposed:

- **Four fewer days of instruction** (with an increase of instructional time to make up the four days). The closure dates are to be March 25 – 28, 2013, the week between the standard spring break week and the Easter weekend (Spring break: March 18-22, Easter: March 29- April 1, 2013).
- **Six district-wide non-instructional days** (or “Pro-D” days) on common dates throughout the school district as follows:

September 24, 2012  
October 19, 2012  
November 9, 2012  
February 8, 2013  
May 3, 2013  
May 27, 2013

MEETING DATE: 2012-05-17

SCHEDULE: 3(k)

TOPIC: **PROPOSED LOCAL CALENDAR FOR 2012/2013 SCHOOL YEAR**

---

**IT IS RECOMMENDED:**

**THAT the Board approve four fewer days of instruction** (with an increase of instructional time to make up the four days). The closure dates are to be March 25 – 28, 2013, the week between the standard spring break week and the Easter weekend (Spring break: March 18-22, Easter: March 29- April 1, 2013); and

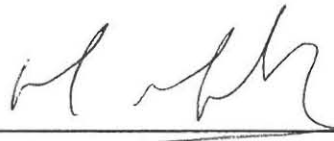
**THAT the Board approve six district-wide non-instructional days** (or "Pro-D" days) on common dates throughout the school district, as follows:

September 24, 2012  
October 19, 2012  
November 9, 2012  
February 8, 2013  
May 3, 2013  
May 27, 2013; and

**THAT the Board adopt** a district-wide local school calendar as noted above, with the instruction to staff that:

- the funds saved from the school closure days (approximately \$100,000/day) will be used to support specific projects or needs that are beyond the district's capacity to support within the regular operating budget level.

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



Mike McKay, Superintendent of Schools

**Of**

**SCHOOL DISTRICT NO. 36 (SURREY)**

**Schedule 3(I)**

**of the**

**ADMINISTRATIVE MEMORANDUM  
(Regular)**

**MEETING DATE: 2012-05-17**

**TOPIC: SPECIALTY ACADEMY SCHEDULE OF PROGRAM FEES**

---

In accordance with Section 82.1 of the *School Act* and Board Policy 9802 (School Fees) the following schedule of 2012/13 specialty academy program fees is presented to the Board for formal approval:

Intensive Fine Arts	
David Brankin Elementary	\$40
White Rock Elementary	\$40
Hockey Academy	
Earl Marriott Secondary	\$600
Elgin Park Secondary	\$675
Semiahmoo Secondary	\$675
Lord Tweedsmuir Secondary	\$700
Advanced Hockey Academy	
Earl Marriott Secondary	\$4500
Softball Academy	
Lord Tweedsmuir Secondary	\$300
International Baccalaureate Program	\$190 Registration
Semiahmoo Secondary	\$130 per Examination

Parents who have chosen to enrol their children in these programs have been made aware of the fees in advance of registration. They have also been informed as to what these program fees will cover.

Contd...

**MEETING DATE:** 2012-05-17

**SCHEDULE:** 3(I)

**TOPIC:** SPECIALTY ACADEMY SCHEDULE OF PROGRAM FEES


---

**IT IS RECOMMENDED:**


THAT the 2012/13 schedule of fees for specialty academies be approved as follows:

Intensive Fine Arts	
David Brankin Elementary	\$40
White Rock Elementary	\$40
Hockey Academy	
Earl Marriott Secondary	\$600
Elgin Park Secondary	\$675
Semiahmoo Secondary	\$675
Lord Tweedsmuir Secondary	\$700
Advanced Hockey Academy	
Earl Marriott Secondary	\$4500
Softball Academy	
Lord Tweedsmuir Secondary	\$300
International Baccalaureate Program	\$190 Registration
Semiahmoo Secondary	\$130 per Examination

Submitted by:

  
\_\_\_\_\_  
Sharon Cohen, Deputy Superintendent

Approved by:

  
\_\_\_\_\_  
Mike McKay, Superintendent of Schools/CEO

Enclosure(s):



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

**Schedule 3(m)**

**of the  
ADMINISTRATIVE MEMORANDUM  
(Regular)**

**MEETING DATE: 2012-05-17**

**TOPIC: STATEMENT OF OPERATING FUND EXPENDITURES - Nine  
MONTHS ENDED 2012-03-31**

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Attached is the Statement of Operating Fund Expenditures for the nine (9) months ended 2012-03-31.

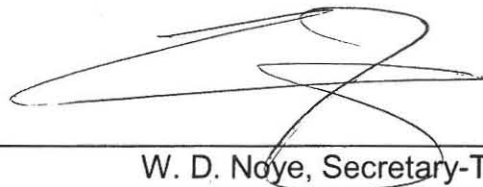
**RECOMMENDATION:**

THAT the Board accept the Statement of Operating Fund Expenditures for the nine (9) months ended 2012-03-31, as presented.

Enclosures:



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



W. D. Noye, Secretary-Treasurer

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



M. A. McKay, Superintendent

# SCHOOL DISTRICT #36 (SURREY)

## Statement Of Operating Fund Expenditures For The Nine Months Ended March 31, 2012

<u>Function</u>	<u>Actual</u>	<u>Commitments</u>	<u>Total</u>	<u>2011/2012 Amended Budget</u>	<u>Unencumbered Balance</u>	<u>% Available</u>
Instruction	337,502,092	1,620,098	<b>339,122,190</b>	512,166,624	173,044,434	33.79%
District Administration	8,198,766	495,575	<b>8,694,341</b>	13,141,773	4,447,432	33.84%
Operations & Maintenance	42,914,512	2,865,187	<b>45,779,699</b>	62,429,988	16,650,289	26.67%
Transportation & Housing	2,993,743	678,732	<b>3,672,475</b>	4,757,796	1,085,321	22.81%
Debt Service			<b>0</b>	0	0	0.00%
<b>Total Expenditures</b>	<b>391,609,113</b>	<b>5,659,592</b>	<b>397,268,705</b>	<b>592,496,181</b>	<b>195,227,476</b>	<b>32.95%</b>

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

**Schedule 3(n)**

**of the**  
**ADMINISTRATIVE MEMORANDUM**  
**(Regular)**

**MEETING DATE: 2012-05-17**

**TOPIC: INTERIM FINANCIAL REPORT - SPECIAL PURPOSE FUNDS -  
NINE MONTHS ENDED 2012-03-31**

---

The Regulation pursuant to Board Policy #4203 – *Operating Budget*, calls for financial reporting to the Board with respect to Special Purpose Funds. The Special Purpose Funds report is presented in the same format as utilized for the annual financial statements, which involves the grouping of similar Special Purpose Fund accounts.

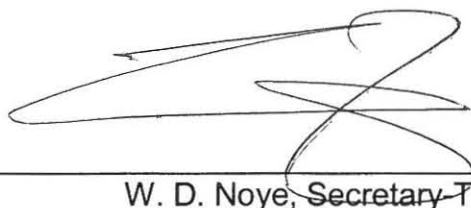
**RECOMMENDATION:**

THAT the Board accept the Special Purpose Fund Schedules for the nine (9) months ended 2012-03-31 as presented.

Enclosures:

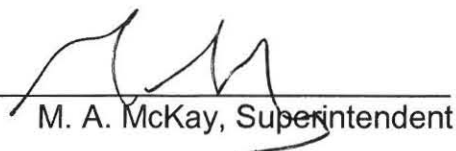


Submitted by: \_\_\_\_\_



W. D. Noye, Secretary-Treasurer

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



M. A. McKay, Superintendent

**SCHOOL DISTRICT NO.36 (SURREY)**  
**SPECIAL PURPOSE FUNDS**  
**SUMMARY OF CHANGES**  
**PERIOD ENDED March 31, 2012**

**SCHEDULE B1**

	MINISTRY OF EDUCATION DESIGNATED	OTHER	SCHOOL GENERATED FUNDS	RELATED ENTITIES	TOTAL
<b>DEFERRED CONTRIBUTIONS</b>					
<b>DEFERRED CONTRIBUTIONS, BEGINNING OF YEAR</b>	603,525	3,956,575	4,778,618		9,338,718
<b>Add:</b> Contributions received					
Provincial Grants - Ministry of Education	2,271,778	3,103,501			5,375,279
Provincial Grants - Other		386,600			386,600
Federal Grants		552,235			552,235
Other Revenue		1,260,063	10,358,967		11,619,030
Investment Income	253	5,368			5,621
Transfer Bylaw to AFG					
	2,272,031	5,307,767	10,358,967		17,938,765
<b>Less:</b> Allocated to Revenue	2,678,723	4,820,292	10,593,398		18,092,413
Recovered					
District Entered					
<b>DEFERRED CONTRIBUTIONS, END OF YEAR</b>	196,833	4,444,050	4,544,187		9,185,070
<b>REVENUE</b>					
Provincial Grants - Ministry of Education	2,678,470	2,153,157			4,831,627
Provincial Grants - Other		451,008			451,008
Federal Grants		518,902			518,902
Other Revenue		1,691,857	10,593,398		12,285,255
Investment Income	253	5,368			5,621
Gain (Loss) Equity Investment (Note )					
	2,678,723	4,820,292	10,593,398		18,092,413
<b>EXPENSE</b>					
Salaries					
Teachers	273,427	316,394			589,821
Principals and Vice-Principals		125,842			125,842
Educational Assistants	23,611	272,843			296,454
Support Staff	76,713	687,940			764,653
Other Professionals		325,115			325,115
Substitutes	26,525	35,078			61,603
	400,276	1,763,212			2,163,488
Employee Benefits	153,739	403,364			557,103
Services and Supplies	2,141,590	3,177,037	10,593,398		15,912,025
	2,695,605	5,343,613	10,593,398		18,632,616
<b>NET REVENUE (EXPENSE) BEFORE INTERFUND TRANSFERS</b>	-16,882	-523,321			-540,203
<b>INTERFUND TRANSFERS</b>					
Capital Assets Purchased		-64,147			-64,147
Other		552,791			552,791
		488,644			488,644
<b>NET REVENUE (EXPENSE)</b>	-16,882	-34,677			-51,559



**SCHOOL DISTRICT NO.36 (SURREY)**  
**SPECIAL PURPOSE FUNDS**  
**CHANGES IN MINISTRY OF EDUCATION DESIGNATED SPECIAL PURPOSE FUNDS**  
**PERIOD ENDED March 31, 2012**

**SCHEDULE B2**

		207 ANNUAL FACILITY GRANT AZ	250 SPECIAL EDUCATION EQUIPMENT BH	305 DAUGHTERS & SISTERS P.L.E.A. PROGRAM AK	385 ADOLESCENT DAY TREATMENT PROGRAM AG	390 ADOLESCENT PSYCHIATRIC UNIT AD	353 WAYPOINT SUBSTANCE HOUSE AL	TOTAL
<b>DEFERRED CONTRIBUTIONS</b>								
<b>DEFERRED CONTRIBUTIONS, BEGINNING OF YEAR</b>	BEG	503,252	82,536		16,829	911		603,528
<b>Add:</b> Contributions received								
Provincial Grants - Ministry of Education	RME	1,712,012	140,477	76,041	172,942	95,997	74,309	2,271,778
Provincial Grants - Other	RBC							
Federal Grants	RGC							
Other Revenue	ROT							
Investment Income	RIN	253						253
Transfer Bylaw to AFG								
		1,712,265	140,477	76,041	172,942	95,997	74,309	2,272,031
<b>Less:</b> Allocated to Revenue		2,215,517	77,973	60,800	159,720	90,404	74,309	2,678,723
Recovered								
District Entered								
<b>DEFERRED CONTRIBUTIONS, END OF YEAR</b>			145,040	15,241	30,051	6,504		196,836
<b>REVENUE AND EXPENSE</b>								
<b>REVENUE</b>								
Provincial Grants - Ministry of Education	RME	2,215,264	77,973	60,800	159,720	90,404	74,309	2,678,470
Provincial Grants - Other	RBC							
Federal Grants	RGC							
Other Revenue	ROT							
Investment Income	RIN	253						253
		2,215,517	77,973	60,800	159,720	90,404	74,309	2,678,723
<b>EXPENSE</b>								
Salaries								
Teachers	ETS			42,021	116,517	60,637	54,252	273,427
Principals and Vice-Principals	EAS							
Educational Assistants	ESA				12,434	11,177		23,611
Support Staff	ESC	76,713						76,713
Other Professionals	ESP							
Substitutes	ESU			5,743			20,782	26,525
		76,713		47,764	128,951	71,814	75,034	400,276
Employee Benefits	EEB	85,005		11,296	26,577	16,212	14,649	153,739
Services and Supplies	ESR	2,053,799	77,973	1,740	4,192	2,378	1,508	2,141,590
		2,215,517	77,973	60,800	159,720	90,404	91,191	2,695,605
<b>NET REVENUE (EXPENSE) BEFORE INTERFUND TRANSFERS</b>							-16,882	-16,882
<b>INTERFUND TRANSFERS</b>								
Capital Assets Purchased	ECA							
Other (Note)	EIT							
<b>NET REVENUE (EXPENSE)</b>							-16,882	-16,882

**SCHOOL DISTRICT NO.36 (SURREY)**  
**SPECIAL PURPOSE FUNDS**  
**CHANGES IN OTHER TRUST FUNDS**  
**PERIOD ENDED March 31, 2012**

**SCHEDULE B3**

		600 SCHOOL MEALS	BRIDGES	641 FRENCH	640 LITERACY INNOVATION	601 COMMUNITY SCHOOLS	645 INTENSIVE CORE FRENCH	656 BUSINESS ED. AUTHORS	602 INNER CITY SCHOOLS	INDIGO LOVE OF READING	DIVERSE YOUTH GANG
		AE	AQ	AT	AU	AX	AY	BC	BE	BF	BG
<b>DEFERRED CONTRIBUTIONS</b>											
DEFERRED CONTRIBUTIONS, BEGINNING OF YEAR	BEG	754	94,912	390,941	283,563	521,219	58,706	1,875	386,176	5,811	
Add: Contributions received											
Provincial Grants - Ministry of Education	RME	1,032,500		365,928		532,700			1,172,373		
Provincial Grants - Other	RBC										
Federal Grants	RGC		38,032								
Other Revenue	ROT	126,785		13,475		512,406					
Investment Income	RIN										
		1,159,285	38,032	379,403		1,045,106			1,172,373		
Less: Allocated to Revenue		878,774	31,877	140,248	16,830	777,485	10,901		981,585	141	
Recovered											
District Entered											
DEFERRED CONTRIBUTIONS, END OF YEAR		281,265	101,067	630,096	266,733	788,840	47,805	1,875	576,964	5,670	
<b>REVENUE AND EXPENSE</b>											
<b>REVENUE</b>											
Provincial Grants - Ministry of Education	RME	751,989		126,773	16,830	265,079	10,901		981,585		
Provincial Grants - Other	RBC										
Federal Grants	RGC		31,877								
Other Revenue	ROT	126,785		13,475		512,406				141	
Investment Income	RIN										
		878,774	31,877	140,248	16,830	777,485	10,901		981,585	141	
<b>EXPENSE</b>											
Salaries											
Teachers	ETS			31,952	213	11,083			217,480		
Principals and Vice-Principals	EAS								125,842		
Educational Assistants	ESA								272,843		
Support Salaries	ESC	211,814	15,857	595		271,184			15,035		
Other Professionals	ESP	51,670				214,158					
Substitutes	ESU	7,164							14,314		
		270,648	15,857	32,547	213	496,425			645,514		
Employee Benefits	EEB	74,872	3,281	6,259		105,483			156,357		
Services and Supplies	ESR	922,740	12,739	101,442	16,617	310,577	10,901		179,714	141	
		1,268,260	31,877	140,248	16,830	912,485	10,901		981,585	141	
NET REVENUE (EXPENSE) BEFORE INTERFUND TRANSFERS		-389,486				-135,000					
<b>INTERFUND TRANSFERS</b>											
Capital Assets Purchased	ECA										
Other (Note)	EIT	389,486				135,000					
		389,486				135,000					
NET REVENUE (EXPENSE)											

**SCHOOL DISTRICT NO.36 (SURREY)**  
**SPECIAL PURPOSE FUNDS**  
**CHANGES IN OTHER TRUST FUNDS**  
**PERIOD ENDED March 31, 2012**

**SCHEDULE B3**

		IR3	IPALS	FIRST STEPS	WRAPAROUND	SAME PROJECT	JOHNSTON HEIGHTS BEP	COYOTE CREEK BEP	650 DONATIONS	651 PAC CONTRIBUTIONS	TOTAL
		BJ	BK	BL	BM	BN	BO	BT	BP/BQ/BR/BS	BW	
<b>DEFERRED CONTRIBUTIONS</b>											
DEFERRED CONTRIBUTIONS, BEGINNING OF YEAR	BEG	130,517	1,968	243,126	9,316	41,453		40,000	1,197,365	548,878	3,956,580
Add: Contributions received											
Provincial Grants - Ministry of Education	RME										3,103,501
Provincial Grants - Other	RBC			386,600							386,600
Federal Grants	RGC	172,530			209,643	132,030					552,235
Other Revenue	ROT		10,000	152,500					456,673	-11,776	1,260,063
Investment Income	RIN								5,368		5,368
		172,530	10,000	539,100	209,643	132,030			462,041	-11,776	5,307,767
Less: Allocated to Revenue		150,132	1,014	603,508	218,959	117,934			600,673	290,231	4,820,292
Recovered											
District Entered											
DEFERRED CONTRIBUTIONS, END OF YEAR		152,915	10,954	178,718		55,549		40,000	1,058,733	246,871	4,444,055
<b>REVENUE AND EXPENSE</b>											
<b>REVENUE</b>											
Provincial Grants - Ministry of Education	RME										2,153,157
Provincial Grants - Other	RBC			451,008							451,008
Federal Grants	RGC	150,132			218,959	117,934					518,902
Other Revenue	ROT		1,014	152,500					595,305	290,231	1,691,857
Investment Income	RIN								5,368		5,368
		150,132	1,014	603,508	218,959	117,934			600,673	290,231	4,820,292
<b>EXPENSE</b>											
Salaries											
Teachers	ETS		846		41,022				12,078	1,720	316,394
Principals and Vice-Principals	EAS										125,842
Educational Assistants	ESA										272,843
Support Salaries	ESC	66,555			70,957	35,943					687,940
Other Professionals	ESP				59,287						325,115
Substitutes	ESU					13,600					35,078
		66,555	846		171,266	49,543			12,078	1,720	1,763,212
Employee Benefits	EEB	16,337			30,928	9,569			278		403,364
Services and Supplies	ESR	67,240	168	631,813	51,442	58,822			517,165	295,516	3,177,037
		150,132	1,014	631,813	253,636	117,934			529,521	297,236	5,343,613
NET REVENUE (EXPENSE) BEFORE INTERFUND TRANSFERS				-28,305	-34,677				71,152	-7,005	-523,321
<b>INTERFUND TRANSFERS</b>											
Capital Assets Purchased	ECA								-71,152	7,005	-64,147
Other (Note)	EIT			28,305							552,791
				28,305					-71,152	7,005	488,644
NET REVENUE (EXPENSE)					-34,677						-34,677



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

**Schedule 3(o)  
of the**

**ADMINISTRATIVE MEMORANDUM  
(Regular)**

**MEETING DATE: 2012-05-17**

**TOPIC: PARTNERSHIP WITH CITY OF SURREY FOR CREATING  
CENTERS OF LIVING, LEARNING AND HEALTHY COMMUNITY  
– LETTER OF INTENT**

---

For several years, the City of Surrey and the Board have developed formal and informal arrangements which have included joint use agreements, shared sites, etc. These arrangements minimize the tax burden and enhance a specific area while minimizing costs.

A recent opportunity for the City of Surrey, the Board and other partners to jointly develop a site in the Grandview Heights area of Surrey has allowed staff from these organizations to develop a long term vision for the site that will benefit the users and communities for generations.

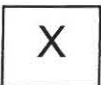
A Letter of Intent outlining the specifics of the Grandview Heights Project, is attached.

**IT IS THEREFORE RECOMMENDED:**

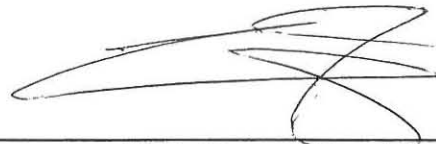
THAT the Board approve the Letter of Intent with the City of Surrey regarding creating centers of living, learning and healthy community; and

THAT Administration be directed to advise the City of Surrey, stakeholders and staff of the Board's approval of the Letter of Intent for the Grandview Heights Project.

Enclosures:

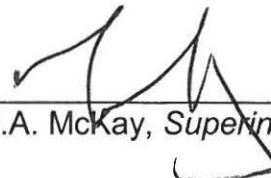


Submitted by:

A handwritten signature in black ink, appearing to be 'W.D. Noye'.

W.D. Noye, *Secretary-Treasurer*

Approved by:

A handwritten signature in black ink, appearing to be 'M.A. McKay'.

M.A. McKay, *Superintendent*

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

**Schedule 3(p)  
of the**

**ADMINISTRATIVE MEMORANDUM  
(Regular)**

**MEETING DATE: 2012-05-17**

**TOPIC: CARBON NEUTRAL ACTION REPORT - 2011**

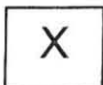
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The attached report was requested by the Ministry of Education for submission prior to 2012-05-30.

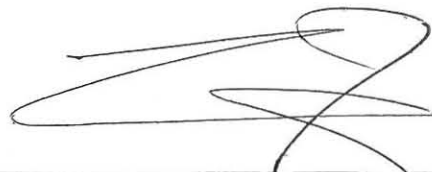
**IT IS THEREFORE RECOMMENDED:**

THAT the Board approve the 2011 Carbon Neutral Action Report and a copy of the report be submitted to the Ministry of Education prior to 2012-05-30.

Enclosures:

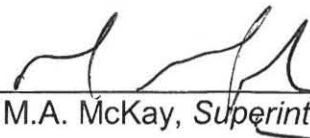


Submitted by:

A handwritten signature in black ink, appearing to be 'W.D. Noye'.

W.D. Noye, ~~Secretary-Treasurer~~

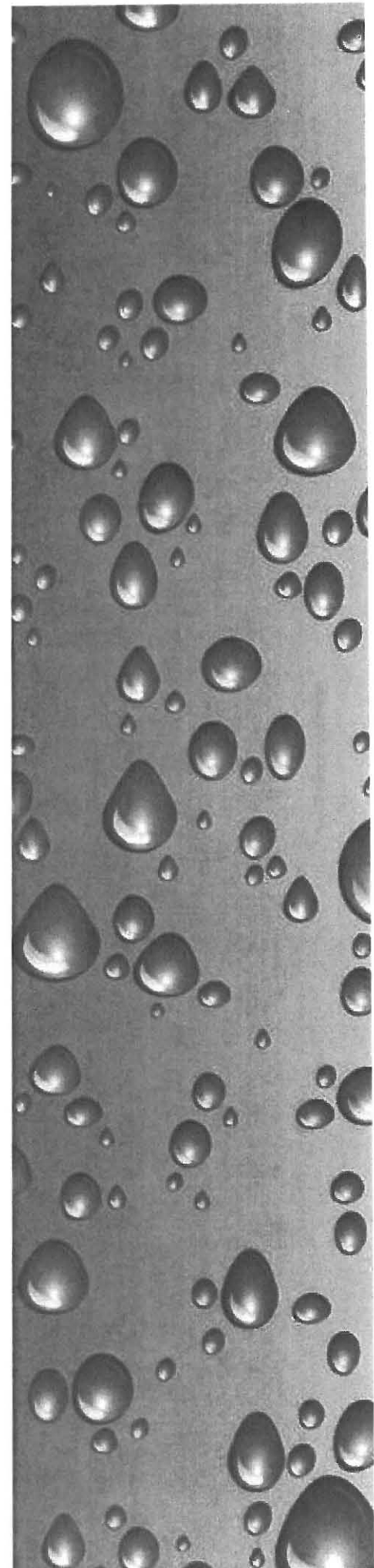
Approved by:

A handwritten signature in black ink, appearing to be 'M.A. McKay'.

M.A. McKay, ~~Superintendent~~

# Carbon Neutral Action Report 2011

Surrey School District





# Table of Contents

Executive Summary.....	3
2011 Greenhouse Gas Emissions.....	5
Offsets Applied to Become Carbon Neutral in 2011.....	6
Changes to Emissions and Offsets Reporting .....	7
Emissions Reduction Activities.....	8





# Executive Summary

In 2011, the Surrey Board of Education continued to strategically implement a coherent, aligned and sustainable plan for the achievement of ongoing energy efficiencies.

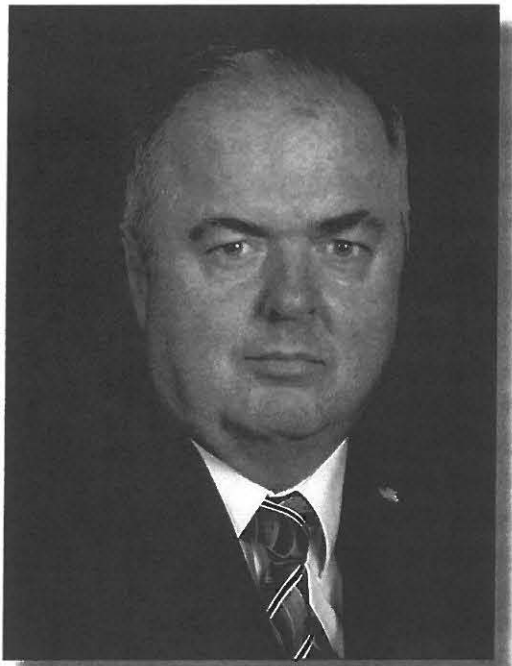
The Board adopted an Energy Management Conservation Policy with measurable energy reduction targets. Stable, long-term funding was established to ensure the success of technical and behavioural projects for the next four years. As a result, Surrey Schools is on track to surpass the energy savings target of 10 million kilowatt (kWh) hours by 2015.

Recent energy savings projects include preparation for the installation of power management software on more than 13,000 computers.

An energy management information system was installed at 29 schools and the District Education Centre, where 27 departments from seven different sites were consolidated throughout the spring and summer of 2011, culminating in an official opening Sept. 21. This laid the foundation for greater operational efficiencies and student and staff engagement.

Through education, facility upgrades and effective maintenance and operations programs, the Surrey School District has reduced building energy intensity (kWh/m<sup>2</sup>) in each of the past five years. Based on current in-place projects, the district is expecting electrical energy savings of more than \$2 million over the next three years.

Surrey Schools is a BC Hydro Power Smart Partner with incentive funding agreements valued at more than \$1 million.



*Wayne Noye*  
*Secretary-Treasurer*



# Executive Summary

The Board of Education of Surrey Schools has purposefully undertaken a journey toward sustainable energy conservation. In recognition of the district's progress and achievement, the City of Surrey awarded the district with the Clean Energy City Award for innovation in energy conservation and efficiency.

*"... Surrey Schools is on track to surpass the energy savings target of 10 million kilowatt (kWh) hours by 2015."*

In addition, BC Hydro has nominated Surrey Schools for a Power Smart Excellence Award in the category of "New" Leader. The Power Smart New Leader designation provides the highest level of recognition to organizations that are demonstrating a "best-in-class" approach to strategic energy management planning and ongoing commitment to energy conservation.

Sincerely,

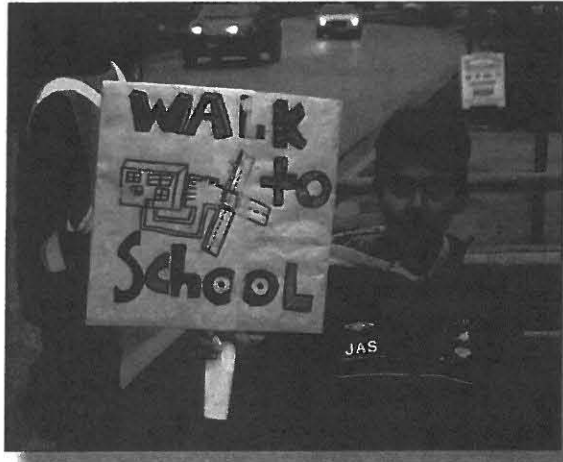
A stylized, handwritten signature in black ink, consisting of several overlapping loops and a long horizontal stroke.

Wayne Noye  
Secretary-Treasurer  
Surrey Schools



# Greenhouse Gas Emissions

The total greenhouse gas emissions from all sources covered by the Greenhouse Gas Reduction Targets Act (as reported by SMARTTool) are 21,244 tonnes of CO<sub>2</sub>e.



It was estimated that fugitive emissions from stationary cooling comprise about 0.01 per cent of Surrey Schools' total emissions, and the ongoing effort to collect or estimate emissions from this source annually is disproportionately onerous. Thus, these emissions meet both the requirement to be below one per cent of the district's total emissions and the requirement to be onerous to collect. For this reason, emissions from this source have been deemed out-of-scope and are not included in the Surrey School District's total greenhouse gas emissions profile or offset purchase.



# Offsets Applied to Become Carbon Neutral

In order to become carbon neutral for 2011, the Surrey Board of Education purchased carbon offsets for 21,008 tonnes of CO<sub>2</sub>e from the Pacific Carbon Trust at a total cost of \$525,952.25 (excluding HST).

39.73 tonnes CO<sub>2</sub>e of carbon dioxide emissions from the combustion of biomass and biomass-based fuels were reported as part of our greenhouse gas emissions profile in 2011. However, as stated in Methodology for Reporting B.C. Public Sector Greenhouse Gas Emissions Version 2.0, the carbon dioxide emissions resulting from the combustion of biogenic fuel sources must be reported but do not require offsets.

As required by Section 5 of the Carbon Neutral Government Regulation, 193.38 tonnes of CO<sub>2</sub>e of emissions resulting from the operation of school buses were reported as part of our greenhouse gas emissions profile in 2011. However, they were not offset as they are out-of-scope under section 4(2) (c) of the Carbon Neutral Government Regulation.

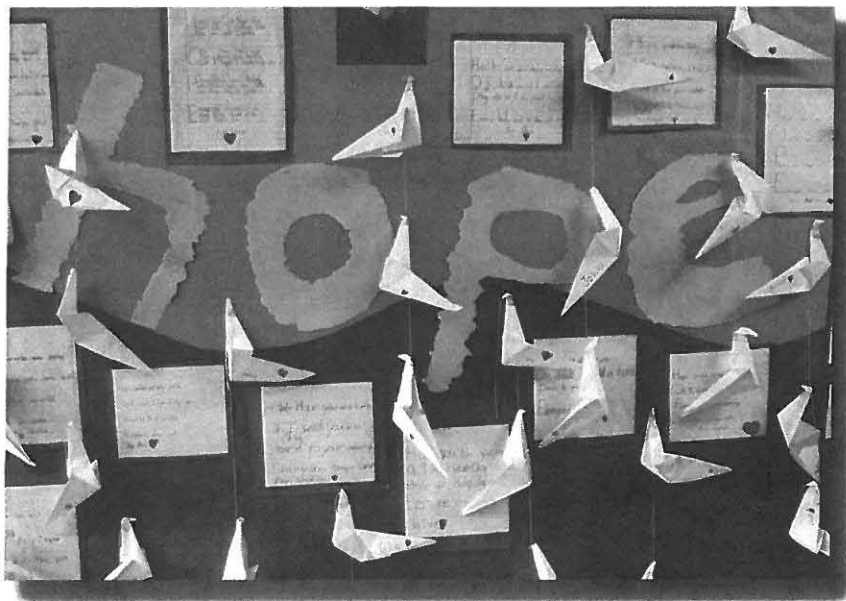




# Changes to Emissions and Offsets Reporting

In 2010, to meet reporting deadlines, the Surrey School District needed to estimate GHG emissions for the last month of the 2010 calendar year. Following the public release of the Surrey School District's 2010 Carbon Neutral Action Report, it was determined that the total emissions for the 2010 calendar year were over-reported by 19 tonnes CO<sub>2</sub>e and offsets required to become carbon neutral in 2010 were over reported by 207 tonnes CO<sub>2</sub>e.

The surplus of offsets purchased in 2010 has been applied against our 2011 emissions.





# Emissions Reduction Activities

## Actions Taken to Reduce Greenhouse Gas Emissions in 2011

A new 11,650 square metre District Education Centre (DEC) was completed with full occupancy by nearly 500 administrative and support staff, teachers and students. Built to LEED Gold standards, this innovatively designed and constructed community-accessible building significantly reduces the district's carbon footprint.



*The LEED-Gold-designed District Education Centre.*

In July 2011, Surrey Schools initiated a study of computer energy usage. Specifically, data was collected on the current infrastructure environment which included servers, desktops, laptops, tablets and related peripheral equipment including monitors, scanners, printers and multi-function devices.

The energy study was completed in the fall and concluded that the district could achieve significant energy savings from the installation of power management software. As a result, the district decided to begin installation of power management software on more than 13,000 computers.

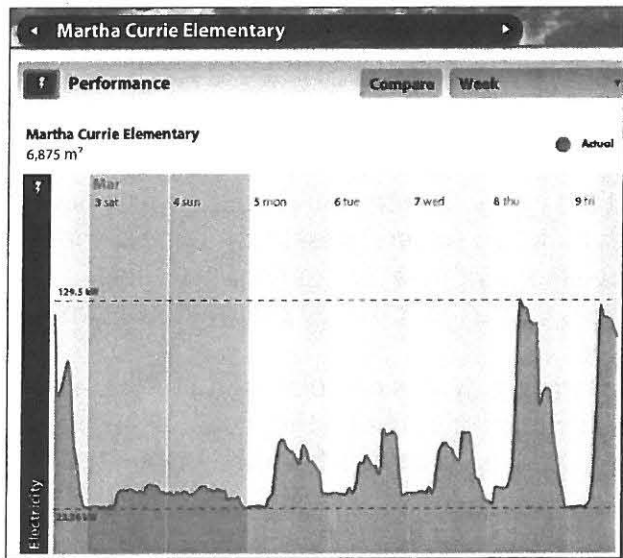
The 28 largest district buildings, including all 19 secondary schools and the District Education Centre, were enrolled in the BC Hydro Continuous Optimization Program Multi-Building Framework. This agreement enables the district to plan and implement improvements to the operating efficiency of the largest energy consuming buildings over a multi-year time frame. As part of the program, building utility revenue meters have been upgraded, providing access to an Energy Management Information System that analyzes and reports on building energy data. Phase 1 of the multi-building strategic plan began in May 2011 with nine secondary schools and the District Education Centre in the investigation phase.



# Emissions Reduction Activities

This phase involves the identification of cost effective retro-commissioning measures at each of 10 sites.

A significant goal of the Continuous Optimization Program is to increase the engagement and awareness of students and staff through coaching and web-based access to a dashboard that displays building energy performance. All 28 sites and two additional elementary schools have access through the dashboard to real-time information about building energy consumption. An energy awareness pilot involving four secondary schools was initiated as a means of introducing students and staff to the functionality of the dashboard and the Energy Management Information System. This project aims to increase student engagement on energy issues through hands-on workshops, knowledge surveys and inter-school competitions in which schools compete to see which school can reduce their energy consumption and greenhouse gas emissions the most, tracking their progress on the online dashboard.



*Online dashboard shows building energy consumption in real time.*

Surrey Schools is participating in BC Hydro's New Construction Program. Energy-efficient lighting design agreements to maximize efficiency and exceed current lighting power density standards have been completed for three elementary schools.





# Emissions Reduction Activities

## Plans to Continue Reducing Greenhouse Gas Emissions 2012-2014

*"The district will continue to develop, support, motivate and promote school sustainability initiatives through robust school, district and partner-led programs, workshops, conferences and environmental showcases."*

- The district will implement the energy conservation measures identified at the 10 sites involved in phase 1 of the Continuous Optimization Multi-Building Process and initiate the investigation phase for the nine phase 2 sites. Phase 3 sites will begin the investigation phase in July 2013. Training and coaching of operations staff will begin in 2012 and continue through 2016.
- The district will install Power Management Software on more than 13,000 computers and will provide real-time data on computer energy usage.
- The district will expand the New Construction Program to include efficient energy design agreements for planned construction of two secondary school classroom additions and two new elementary schools. Energy efficient lighting designs will be implemented at the three elementary schools identified in 2011.
- The district will install a new ventilation air-heating system, complete with a perforated all-metal exterior wall-mounted panel that uses solar energy as a means to heat outside air, at four secondary schools.





# Emissions Reduction Activities

- The district will implement a Workplace Conservation Awareness Program at all schools and sites over a multi-year timeline. A comprehensive plan was developed in 2011 and temporarily postponed. Prior to postponement, 15 schools were represented and participated in the planning.
- The district will evaluate options to reduce energy consumption and greenhouse gas emissions from existing thermal energy systems used for heating and cooling district buildings.
- The district will continue to develop, support, motivate and promote school sustainability initiatives through robust school, district and partner-led programs, workshops, conferences, and environmental showcases.
- The district will establish an interactive energy conservation presence on the district's Unified Communications website.

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

**Schedule 4(b)  
of the**

**ADMINISTRATIVE MEMORANDUM  
(Regular)**

**MEETING DATE: 2012-05-17**

**TOPIC: NOTICE OF MOTION, TRUSTEE L. LARSEN, RE: BCTF /  
BCPSEA COLLECTIVE AGREEMENT**

---

The following Notice of Motion is being submitted by Trustee Laurie Larsen:

THAT WHEREAS the Surrey Teachers' Association is in the process of negotiating a new collective agreement; and

WHEREAS the Surrey Board of Education supports free collective bargaining; and

WHEREAS the labour conflict between the provincial government and the BCTF has gone on for this entire school year; and

WHEREAS the ongoing impact on students is increasing; and

WHEREAS the morale, culture and spirit of school communities is being negatively impacted; and

WHEREAS the Board appreciates and supports the efforts teachers bring to their professional duties; and

WHEREAS the efforts to resolve the labour dispute have been unsuccessful and have caused further disruption and ill-feeling throughout education communities in British Columbia.

**THEREFORE BE IT RESOLVED:**

THAT the Board Chair contact the Minister of Education on a priority basis to share with the Minister the specific concerns of Surrey Trustees regarding the job action and its impacts on students, staff and community; and

*Cont'd...*

MEETING DATE: 2012-05-17

SCHEDULE: 4(b)

TOPIC: **NOTICE OF MOTION, TRUSTEE L. LARSEN, RE: BCTF /  
BCPSEA COLLECTIVE AGREEMENT**

---

THAT the Board strongly urge that the Minister develop alternative approaches to dispute resolution given that the efforts to date have met with no success; and

THAT the Board impress on the Minister the need for greater flexibility in order to achieve resolution prior to the end of June so that this school year can be completed in a positive and productive manner and the 2012/2013 school year can commence with a renewed commitment to shared support and respect for education.

Respectfully submitted by:

Laurie Larsen  
Trustee

LL/lm

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

**Schedule 4(c)**

of the  
**ADMINISTRATIVE MEMORANDUM**  
(Regular)

**MEETING DATE: 2012-05-17**

**TOPIC: REPORT ON CHANGES TO CLASSES PURSUANT TO  
SECTION 76.4 OF THE SCHOOL ACT**

---

Section 76.4 (6) of the School Act requires the School District to report increases or changes to classes that occur subsequent to earlier reports. Attached to this report are classes which, since the last reporting date, have:

- i) newly exceeded 30 students,
- ii) exceeded 30 students to a greater extent than previously reported,
- iii) exceeded 3 IEPs and/or,
- iv) exceeded 3 IEPs to a greater extent than previously reported

The rationale for change for each applicable class has been provided.

I confirm that as of this date the organization of classes is in compliance with the provisions of the School Act and is appropriate for student learning.

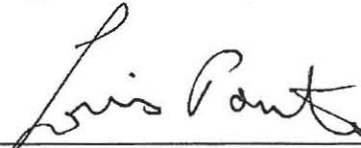
**RECOMMENDATION:**

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

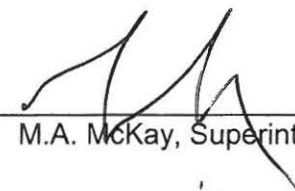
Enclosures:



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

  
L. Pante, Executive Director, Human Resources

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

  
M.A. McKay, Superintendent

/lp

**School District #36 (Surrey)**  
**Report on Increases in Class Size/Composition**  
**Section 1: Classes Exceeding 30 Students**  
**Since Last Reported on April 19, 2012**

**Changes as of April 26, 2012**

**Grades 4 to 7 where a class newly exceeds 30**

Elementary School Name	Grade/subject	# of students last reported	Current # of students	Rationale

**Grades 8 to 12 where a class newly exceeds 30**

Secondary School Name	Grade/subject	# of students last reported	Current # of students	Rationale
Earl Marriott	English 11	n/a	31	Accommodate student program needs
Clayton Heights	En 11	31	32	Accommodating a new student
Clayton Heights	SS 11	n/a	31	Accommodating a new student
Earl Marriott	Law 12	32	33	Accommodating a new student
Earl Marriott	Psychology 12	n/a	31	Accommodate student program needs
Guildford Park	Law 12	n/a	31	Instructional grouping of students
LA Matheson	Planning 10	n/a	31	Accommodating a new student
LA Matheson	SS 10	n/a	31	Accommodating a new student
LA Matheson	Art	n/a	31	Accommodating a new student
Lord Tweedsmuir	Sc. 10	n/a	31	Accommodating a new student

**Total Classes newly exceeding 30 students**

**10**

**Note:**

*The brief explanatory notes (above) regarding the reason for the class size changes cannot adequately reflect the consultation between the classroom teacher and the principal regarding the appropriateness of the learning environment.*

**School District #36 (Surrey)**  
**Report on Increases in Class Size/Composition**  
**Section 2: Classes Newly Exceeding 3 IEPs**  
**Since Last Reported on April 19, 2012**

*Changes as of April 26, 2012*

<b>K to 12 Classes newly exceeding more than 3 IEPs</b>				
<b>School Name</b>	<b>Grade/subject</b>	<b># of students last reported</b>	<b>Current # of students</b>	<b>Current Class Size</b>
<b>Elementary</b>				
Georges Vanier	Gr. 7	n/a	4	25
Georges Vanier	Gr. 4	n/a	4	27
Georges Vanier	Gr. 2/3	5	6	24
Green Timbers	Gr. 3	n/a	4	21
KB Woodward	Gr. 4/5	4	5	28
KB Woodward	Gr. 3	n/a	4	20
Lena Shaw	Gr. 5	5	6	25
Lena Shaw	Gr. 6	n/a	4	26
Ray Shepherd	Gr. 6/7	4	5	28
Ray Shepherd	Gr. 5/6	n/a	4	27
Ray Shepherd	Gr. 4/5	n/a	4	27
WE Kinvig	Gr. 2	4	5	20
<b>Secondary</b>				
Earl Marriott	Found of Math 11	n/a	4	23
Earl Marriott	Mech Co-Op	4	5	18
Earl Marriott	D/L Block	n/a	4	29
Earl Marriott	Psychology 11	n/a	4	30
Fraser Heights	Tourism 11-12	4	5	25
Guildford Park	English 9	n/a	4	30
Guildford Park	Lifeskills 8	n/a	4	25
Guildford Park	Math 9	n/a	4	27
Guildford Park	SESM 8	n/a	4	27
Guildford Park	SESM 8	n/a	4	24
Guildford Park	Lifeskills 8	n/a	4	26
Guildford Park	Science 9	4	5	19
Guildford Park	SS 9	n/a	4	30
Guildford Park	Sesm 8	n/a	4	24
LA Matheson	Art	6	7	31

**K to 12 Classes newly exceeding more than 3 IEPs**

School Name	Grade/subject	# of students last reported	Current # of students	Current Class Size
Queen Elizabeth	SS 9	5	6	27
Queen Elizabeth	SS 11	5	6	31

**Total Classes newly reported with more than 3 IEP's**29**Note:**

*Students who have individualized education plans (IEPs) represent a wide range of abilities and learning needs. The number of students with IEPs should not be considered, on its own, as an accurate description of the class composition. Classroom teachers and principals consult regarding class composition and take into consideration many factors regarding the learning environment.*



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

**Schedule 4(d)  
of the**

**ADMINISTRATIVE MEMORANDUM  
(Regular)**

**MEETING DATE: 2012-05-17**

**TOPIC: INCOMING CORRESPONDENCE**

---

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

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



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

**Schedule 5(a)  
of the**

**ADMINISTRATIVE MEMORANDUM  
(Regular)**

**MEETING DATE: 2012-05-17**

**TOPIC: ITEMS FOR FUTURE DISCUSSION**

---

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

Enclosures:

☐

Submitted by:

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

Approved by:

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

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

**Schedule 5(b)  
of the**

**ADMINISTRATIVE MEMORANDUM  
(Regular)**

**MEETING DATE: 2012-05-17**

**TOPIC: FUTURE MEETINGS**

<b>DATE</b>	<b>TIME</b>	<b>PLACE</b>	<b>EVENT</b>
Thursday, June 7/12	7:00 pm	District Ed. Centre	Regular Board
Thursday, June 21/12	7:00 pm	District Ed. Centre	Regular Board

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