

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

**REGULAR BOARD MEETING**

**AGENDA**

**MEETING DATE:** 2012-10-18 **TIME:** 7:00 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

3. ACTION ITEMS

- (a) Adoption of Minutes of Regular Board Meeting Held 2012-09-27
- (b) Five Year Capital Plan – 2012-2016 (*to be distributed*)
- (c) Grant Application Support re: School Community Connections – Funding of Project to Increase Community Access to Schools
- (d) Schedule of Board Meetings - 2013
- (e) Interim Financial Report – Special Purpose Funds – Three Months Ended 2012-09-30
- (f) Statement of Operating Fund Expenditures – Three Months Ended 2012-09-30

4. INFORMATION & PROPOSALS

- (a) Trustee Reports
- (b) Notice of Motion, Trustee S. Wilson, re: Declaration of November 7, 2012 – "Take Our Kids to Work" Day
- (c) Progress Report – Active Capital Projects
- (d) Enrolment Update (*verbal*)
- (e) Learning Improvement Fund (*to be distributed*)
- (f) Report on Class Size and Changes to Legislation on Class Size
- (g) British Columbia Enterprise Student Information System (BCeSIS) Update
- (h) Incoming Correspondence

REGULAR BOARD MEETING  
**AGENDA**

MEETING DATE: 2012-10-18

TIME: 7:00 p.m.

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

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5. FUTURE BUSINESS

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

6. QUESTION PERIOD

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

7. ADJOURNMENT

***Mission Statement***

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

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

**THE PURPOSE OF 'QUESTION PERIOD'**

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

Question Period is intended:

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

Question Period is NOT intended:

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

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

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

**Schedule 1(b)  
of the**

**ADMINISTRATIVE MEMORANDUM  
(Regular)**

**MEETING DATE: 2012-10-18**

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

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**IT IS RECOMMENDED:**


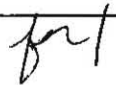
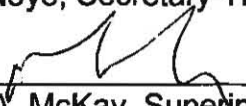
THAT the agenda of the Regular Board meeting be approved as circulated.

Enclosures:



Submitted by:

Approved by:

  
 W.D. Noye, Secretary-Treasurer  
  
M.A. McKay, Superintendent



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

**Schedule 3(a)  
of the**

**ADMINISTRATIVE MEMORANDUM  
(Regular)**

**MEETING DATE: 2012-10-18**

**TOPIC: ADOPTION OF MINUTES OF REGULAR BOARD MEETING  
HELD 2012-09-27**

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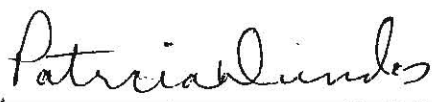
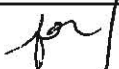
**IT IS RECOMMENDED:**

THAT the Minutes of the Regular Board meeting held 2012-09-27 be adopted as circulated.

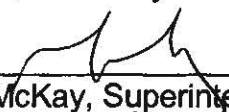
Enclosures:



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, SEPTEMBER 27<sup>th</sup>, 2012 AT 7:00 P.M.**

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**IN ATTENDANCE**

**Trustees**

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

**Staff**

M. McKay, Superintendent  
W. Noye, Secretary-Treasurer  
J. Tinney, Deputy Superintendent  
L. McCuaig, Executive Assistant

**Absent**

L. McNally, Chairperson

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**[1] CALL TO ORDER**

Acting Chairperson Wilson called the meeting to order at 7:00 p.m.

**Presenters & Staff:**

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

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

**(a) "O Canada"**

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

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

It was requested that item 3(c) *Award of Construction Contract – Katzie Elementary – Site #201 – New School* be revised; and item 3(d) *Award of Construction Contract – Goldstone Park Elementary – Site #211 – New School* be added to the agenda.

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

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

**CARRIED**

Cont'd...

[2] **DELEGATIONS**

No items.

[3] **ACTION ITEMS**

(a) **Adoption of Minutes of Regular Board Meeting Held 2012-09-13**

It was moved by Trustee Larsen seconded by Trustee Dobie:

THAT the Minutes of the Regular Board meeting held 2012-09-13 be adopted as circulated.

**CARRIED**

(b) **2011/2012 Audited Financial Statements**

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

THAT the Financial Statements for the fiscal year ended 2012-06-30 be approved.

**CARRIED**

(c) **Award of Construction Contract – Katzie Elementary – Site #201 – New School**

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

THAT subject to receiving government funding, the Board's signing officers be authorized to execute standard Stipulated Price Construction Contract with the lowest qualified bidder Pro-Can Construction Group Corp., in the total amount of \$10,050,000 (excluding HST) for the construction of Katzie Elementary – Site #201 – New School, located at 6887 – 194A Street.

**CARRIED**

(d) **Award of Construction Contract – Goldstone Park Elementary – Site #211 – New School**

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

THAT subject to receiving government funding, the Board's signing officers be authorized to execute standard Stipulated Price Construction Contract with the lowest qualified bidder Olivit Construction Ltd., in the total amount of \$10,237,000 (excluding HST) for the construction of Goldstone Park Elementary – Site #211 – New School, located at 6287 – 146<sup>th</sup> Street.

**CARRIED**

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[4] **INFORMATION AND PROPOSALS**

(a) Trustee Reports

Trustees reported on their activities since the last Board meeting.

(b) Incoming Correspondence

There were no correspondence items requiring Trustees' attention.

[5] **FUTURE BUSINESS**

(a) Items for Future Discussion

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

(b) Future Meetings

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

[6] **QUESTION PERIOD**

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

[7] **ADJOURNMENT**

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

THAT the Regular meeting of the Board be adjourned at 7:17 p.m.

CARRIED

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S. Wilson  
Acting Chairperson

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W. Noye  
Secretary-Treasurer

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

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

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

**2012-09-13 "A" 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. Renewal of contract of employment – senior management.

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

1. External Audit Report – Office of the Auditor General
2. Shared Services.

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

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

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

**2012-09-13 "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 2012-06-21 "A", 2012-06-21 "B", 2012-06-28 and 2012-08-08.
2. Principal and Vice Principal appointments.
3. Property matters.
4. Auditor's Annual Report re: management controls letter – internal controls and accounting procedures.

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

1. Property matters.

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

**Schedule 3(b)**

**ADMINISTRATIVE MEMORANDUM  
(Regular)**

**MEETING DATE:** 2012-10-18

**TOPIC:** FIVE YEAR CAPITAL PLAN - 2012-2016

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The 2012/2013 Capital Plan submission will include new space, replacement, renovations, site acquisitions, and bus purchases and also includes minor capital projects such as Building Envelope Program (BEP) and Mechanical System Upgrade Program (MSUP). All other major renovations or replacement project requests to be included must exceed \$1.5 million. Renovation projects less than \$1.5 million are expected to be managed using Annual Facility Grant funding.

The continuation of the Seismic Mitigation Program allows Boards to seismically upgrade schools over a 15 year horizon. The submission of seismic projects incorporates the results of recent advancements in seismic risk assessment methodologies, and ongoing research and analysis on the performance of various types of school buildings.

The Surrey School District will continue to focus capital project priorities on mitigating space shortfalls and improving the districts carbon footprint. All proposed new schools, additions, replacements, alterations and new school sites identified in the School District's Eligible School Site Proposal (as approved by the Board on June 21, 2012) be included in the Five Year Capital Plan. Space projects priorities will include Neighbourhood Learning Centres.

The 2012/2013 Capital Plan submission takes into consideration excess capacity in surrounding schools in determining the scope of each project request. New space requests are not included where they can be accommodated with other decisions such as program or catchment boundary changes.

MEETING DATE: 2012-10-18

SCHEDULE: 3(b)

TOPIC: **FIVE YEAR CAPITAL PLAN - 2012-2016**

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In summary, we will continue to make a strong case for capital funding in light of sustained growth projections within Surrey. Demographic trends indicate continued enrolment growth.


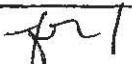
**IT IS THEREFORE RECOMMENDED:**

THAT the Board approve the 2012/2013 Capital Plan Submission (For Period 2012-2016), as presented, for submission to the Ministry of Education.


Enclosures:



Submitted by:

  
 W.D. Noye, Secretary-Treasurer

Approved by:

  
M. A. McKay, Superintendent



## CP2 - Five Year Capital Plan Summary

School District: 36 Surrey

Capital Plan Year: 2012/2013

Capital Plan Submission Date:

Unsubmitted

Existing Project Priority	Project No.	School District Reference No.	Project Title	Year One	Year Two	Year Three	Year Four	Year Five	Total Funding
1	115265	36215	NEW - CLAYTON NORTH SECONDARY SITE 215 NEW 1000 CAPACITY SECONDARY SCHOOL	\$0	\$0	\$34,099,700	\$0	\$0	\$34,099,700
2	116146	36153	ADD - ADAMS ROAD ELEMENTARY INCREASE CAPACITY TO 80K/400	\$0	\$0	\$3,882,027	\$0	\$0	\$3,882,027
3	116119	36189	ADD - ROSEMARY HEIGHTS ELEMENTARY INCREASE CAPACITY TO 80K/450	\$0	\$0	\$3,492,907	\$0	\$0	\$3,492,907
4	116492	BUS9360	BUSREP - REPLACEMENT SCHOOL BUS REPLACE 3 BUSES WITH NEW 76 PASSENGER	\$326,139	\$0	\$0	\$0	\$0	\$326,139
5	107114	36177	NEW - GRANDVIEW HEIGHTS AREA SECONDARY SITE 177 NEW 1000 CAPACITY SECONDARY SCHOOL	\$0	\$0	\$34,099,700	\$0	\$0	\$34,099,700
6	116112	36059	REPLACE - RIVERDALE ELEMENTARY REPLACE WITH 80K/400 ELEMENTARY SCHOOL	\$0	\$0	\$12,232,366	\$0	\$0	\$12,232,366
7	113413	36209	NEW - SOUTH WEST PORT KILLS AREA SITE 209 SITE ACQUISITION NEW 80K/350 ELEMENTARY SCHOOL	\$0	\$0	\$3,725,000	\$0	\$0	\$3,725,000
8	116493	36137	ADD - PANORAMA PARK ELEMENTARY INCREASE CAPACITY TO 80K/400	\$0	\$0	\$3,374,423	\$0	\$0	\$3,374,423



## CP2 - Five Year Capital Plan Summary

School District: 36 Surrey

Capital Plan Year: 2012/2013

Capital Plan Submission Date: Unsubmitted

Existing Project Priority	School District No.	School District Reference No.	Project Title	Year One	Year Two	Year Three	Year Four	Year Five	Total Funding
9	116497	36150	ADD - TAMANAWIS SECONDARY INCREASE CAPACITY TO 1500	\$0	\$0	\$0	\$6,843,446	\$0	\$6,843,446
10	116495	36164	ADD - SULLIVAN HEIGHTS SECONDARY INCREASE CAPACITY TO 1500	\$0	\$0	\$0	\$10,676,170	\$0	\$10,676,170
11	116496	36028	ADD - NORTH SURREY SECONDARY INCREASE CAPACITY TO 1500	\$0	\$0	\$0	\$6,066,670	\$0	\$6,066,670
12	116115	36212	ADD - WOODWARD HILL ELEMENTARY INCREASE CAPACITY TO 120K/500	\$0	\$0	\$0	\$2,984,413	\$0	\$2,984,413
13	116116	36134	ADD - PACIFIC HEIGHTS ELEMENTARY INCREASE CAPACITY TO 80K/400 FOR GROWTH	\$0	\$0	\$0	\$3,824,240	\$0	\$3,824,240
14	116145	36009	ADD - WHITE ROCK ELEMENTARY INCREASE CAPACITY TO 80K/450	\$0	\$0	\$0	\$2,478,977	\$0	\$2,478,977
15	108889	36208	NEW - GRANDVIEW CENTRE AREA SITE 208 SITE ACQUISITION NEW 80K/350 ELEMENTARY SCHOOL	\$0	\$0	\$0	\$7,450,000	\$0	\$7,450,000
16	113214	36004	ADD - CLOVERDALE TRADITIONAL SCHOOL UPGRADE GYM & INCREASE CAPACITY TO 80K/300 FOR FDK	\$0	\$0	\$0	\$3,632,298	\$0	\$3,632,298

## CP2 - Five Year Capital Plan Summary

School District: 36 Surrey

Capital Plan Year: 2012/2013

Capital Plan Submission Date:

Unsubmitted

Existing Project Priority	Project No.	School District Reference No.	Project Title	Year One	Year Two	Year Three	Year Four	Year Five	Total Funding
17	113194	36001	RENO - HJORTH ROAD ELEMENTARY MAJOR RENOVATION DUE TO SEISMIC	\$0	\$0	\$0	\$10,370,830	\$0	\$10,370,830
18	116494	36050	REPLACE - MOUNTAINVIEW MONTESSORI REPLACE MODULES WITH NEW SCHOOL	\$0	\$0	\$0	\$8,269,120	\$0	\$8,269,120
19	113236	36064reno	RENO - OLD YALE ROAD ELEMENTARY UPGRADE EXISTING ELEMENTARY SCHOOL	\$0	\$0	\$0	\$4,725,813	\$0	\$4,725,813
20	116108	36064	MECHUP - OLD YALE ROAD ELEMENTARY MECHANICAL UPGRADE	\$1,475,000	\$0	\$0	\$0	\$0	\$1,475,000
21	116107	36040	MECHUP - K B WOODWARD ELEMENTARY MECHANICAL UPGRADE	\$800,000	\$0	\$0	\$0	\$0	\$800,000
22	116111	36081	MECHUP - HOLLY ELEMENTARY MECHANICAL UPGRADE	\$1,085,000	\$0	\$0	\$0	\$0	\$1,085,000
23	116109	36069	MECHUP - BEAR CREEK ELEMENTARY MECHANICAL UPGRADE	\$1,625,000	\$0	\$0	\$0	\$0	\$1,625,000
24	116110	36070	MECHUP - PEACE ARCH ELEMENTARY MECHANICAL UPGRADE	\$1,475,000	\$0	\$0	\$0	\$0	\$1,475,000



## CP2 - Five Year Capital Plan Summary

School District: 36 Surrey

Capital Plan Year: 2012/2013

Capital Plan Submission Date: Unsubmitted

Existing Project Priority	School District No.	School District Reference No.	Project Title	Year One	Year Two	Year Three	Year Four	Year Five	Total Funding
25	116113	36157	BEP - COYOTE CREEK ELEMENTARY BUILDING ENVELOPE UPGRADE	\$430,000	\$0	\$0	\$0	\$0	\$430,000
26	116141	36160	BEP - FROST ROAD ELEMENTARY BUILDING ENVELOPE UPGRADE	\$506,000	\$0	\$0	\$0	\$0	\$506,000
27	116135	36147	BEP - WESTERMAN ELEMENTARY BUILDING ENVELOPE UPGRADE	\$414,000	\$0	\$0	\$0	\$0	\$414,000
28	116144	36167	BEP - FLEETWOOD PARK SECONDARY BUILDING ENVELOPE UPGRADE	\$3,145,000	\$0	\$0	\$0	\$0	\$3,145,000
29	116130	36156	BEP - ELGIN PARK SECONDARY BUILDING ENVELOPE UPGRADE	\$2,231,000	\$0	\$0	\$0	\$0	\$2,231,000
30	116131	36150B	BEP - TAMANAWIS SECONDARY BUILDING ENVELOPE UPGRADE	\$2,070,000	\$0	\$0	\$0	\$0	\$2,070,000
31	116143	36035	BEP - LATIMER ROAD ELEMENTARY BUILDING ENVELOPE UPGRADE	\$0	\$3,220,000	\$0	\$0	\$0	\$3,220,000
32	116140	36146	BEP - BROOKSIDE ELEMENTARY BUILDING ENVELOPE UPGRADE	\$0	\$2,048,000	\$0	\$0	\$0	\$2,048,000

## CP2 - Five Year Capital Plan Summary

School District: 36 Surrey

Capital Plan Year: 2012/2013

Capital Plan Submission Date:

Unsubmitted

Existing Project Priority	Project No.	School District Reference No.	Project Title	Year One	Year Two	Year Three	Year Four	Year Five	Total Funding
33	116133	36139	BEP - COUGAR CREEK ELEMENTARY BUILDING ENVELOPE UPGRADE	\$0	\$2,398,000	\$0	\$0	\$0	\$2,398,000
34	116129	36079	BEP - L A MATHESON SECONDARY BUILDING ENVELOPE UPGRADE	\$0	\$1,409,000	\$0	\$0	\$0	\$1,409,000
35	116122	36022	BEP - QUEEN ELIZABETH SECONDARY BUILDING ENVELOPE UPGRADE	\$0	\$3,335,000	\$0	\$0	\$0	\$3,335,000
36	116127	36041	BEP - LORD TWEEDSMUIR SECONDARY BUILDING ENVELOPE UPGRADE	\$0	\$0	\$1,369,000	\$0	\$0	\$1,369,000
37	116126	36186	BEP - JANICE CHURCHILL ELEMENTARY BUILDING ENVELOPE UPGRADE	\$0	\$0	\$1,909,000	\$0	\$0	\$1,909,000
38	116136	36138	BEP - NORTH RIDGE ELEMENTARY SCHOOL BUILDING ENVELOPE UPGRADE	\$0	\$0	\$1,426,000	\$0	\$0	\$1,426,000
39	116132	36111	BEP - CINDRICH ELEMENTARY BUILDING ENVELOPE UPGRADE	\$0	\$0	\$1,009,000	\$0	\$0	\$1,009,000
40	116139	36162	BEP - BAYRIDGE ELEMENTARY BUILDING ENVELOPE UPGRADE	\$0	\$0	\$696,000	\$0	\$0	\$696,000

## CP2 - Five Year Capital Plan Summary

School District: 36 Surrey

Capital Plan Year: 2012/2013

Capital Plan Submission Date: Unsubmitted

Existing Project Priority	Project No.	School District Reference No.	Project Title	Year One	Year Two	Year Three	Year Four	Year Five	Total Funding
41	114967	36069seis	SPS - BEAR CREEK ELEMENTARY SEISMIC UPGRADE GYM RATED H3	\$0	\$0	\$0	\$1,278,500	\$0	\$1,278,500
42	115669	36044seis	SPS - PRINCE CHARLES ELEMENTARY SEISMIC UPGRADE OLDER BLOCK RATED H3	\$0	\$0	\$0	\$2,493,454	\$0	\$2,493,454
43	115709	36022seis	SPS - QUEEN ELIZABETH SECONDARY SEISMIC UPGRADE SHOPS & OLDER BLOCK RATED H3	\$0	\$0	\$0	\$2,115,000	\$0	\$2,115,000
44	116125	36174	BEP - KIRKBRIDE ELEMENTARY BUILDING ENVELOPE UPGRADE 1993 ADDITION	\$0	\$0	\$0	\$483,000	\$0	\$483,000
45	116124	36149	BEP - SUNRISE RIDGE ELEMENTARY BUILDING ENVELOPE UPGRADE	\$0	\$0	\$0	\$518,000	\$0	\$518,000
46	116121	36140	BEP - MARTHA JANE NORRIS ELEMENTARY BUILDING ENVELOPE UPGRADE 1989 ADDITION	\$0	\$0	\$0	\$408,000	\$0	\$408,000
47	116114	36131	BEP - HYLAND ELEMENTARY BUILDING ENVELOPE UPGRADE 1993 ADDITION	\$0	\$0	\$0	\$690,000	\$0	\$690,000
48	108887	36216	NEW - SOUTH PORT KELLS CENTRE SITE 216 SITE ACQUISITION NEW 80K/350 ELEMENTARY	\$0	\$0	\$0	\$0	\$3,725,000	\$3,725,000

## CP2 - Five Year Capital Plan Summary

School District: 36 Surrey

Capital Plan Year: 2012/2013

Capital Plan Submission Date:

Unsubmitted

Existing Project Priority	School District No.	School District Reference No.	Project Title	Year One	Year Two	Year Three	Year Four	Year Five	Total Funding
49	110964	36204	NEW - CLAYTON NE AREA SITE 204 NEW 80K/350 CAPACITY ELEMENTARY	\$0	\$0	\$0	\$0	\$12,663,686	\$12,663,686
50	110965	36217	NEW - CLAYTON VILLAGE AREA SITE 217 NEW 80K/350 CAPACITY ELEMENTARY	\$0	\$0	\$0	\$0	\$12,663,686	\$12,663,686
51	110979	36218	NEW - CLAYTON VILLAGE NW AREA SITE 218 NEW 80K/350 CAPACITY ELEMENTARY	\$0	\$0	\$0	\$0	\$12,663,686	\$12,663,686
52	107116	36180	NEW - DOUGLAS AREA ELEM SITE 180 NEW 80K/350 CAPACITY ELEMENTARY	\$0	\$0	\$0	\$0	\$12,663,686	\$12,663,686
53	114038	36574	SITEEXP - CITY CENTRAL LEARNING CENTRE SITE EXPANSION OF UNDERSIZED ELEMENTARY SCHOOL	\$0	\$0	\$0	\$0	\$4,300,000	\$4,300,000
54	114333	36105	SITEEXP - EARL MARRIOTT SECONDARY SITE EXPANSION TO UNDERSIZED SECONDARY SCHOOL	\$0	\$0	\$0	\$0	\$3,800,000	\$3,800,000
55	114926	36054seis	SPS - MARY JANE SHANNON ELEMENTARY SEISMIC UPGRADE GYM RATED H3	\$0	\$0	\$0	\$0	\$1,278,500	\$1,278,500
56	115679	36090seis	SPS - GEORGE GREENAWAY ELEMENTARY SEISMIC UPGRADE GYM RATED H3	\$0	\$0	\$0	\$0	\$1,278,500	\$1,278,500



## CP2 - Five Year Capital Plan Summary

School District: 36 Surrey

Capital Plan Year: 2012/2013

Capital Plan Submission Date:

Unsubmitted

Existing Project Priority	Project No.	School District Reference No.	Project Title	Year One	Year Two	Year Three	Year Four	Year Five	Total Funding
57	115674	36058seis	SPS - DAVID BRANKIN ELEMENTARY SEISMIC UPGRADE GYM & OLDER BLOCK RATED H3	\$0	\$0	\$0	\$0	\$5,895,000	\$5,895,000
58	115676	36081seis	SPS - HOLLY ELEMENTARY SEISMIC UPGRADE OLDER BLOCK RATED H3	\$0	\$0	\$0	\$0	\$2,125,500	\$2,125,500
59	116134	36028B	BEP - NORTH SURREY SECONDARY UILDING ENVELOPE UPGRADE	\$0	\$0	\$0	\$0	\$744,000	\$744,000
60	116142	36170	BEP - OCEAN CLIFF ELEMENTARY SCHOOL BUILDING ENVELOPE UPGRADE	\$0	\$0	\$0	\$0	\$403,000	\$403,000
61	116128	36105BEP	BEP - EARL MARRIOTT SECONDARY BUILDING ENVELOPE UPGRADE 1985 & 1999 ADDITIONS	\$0	\$0	\$0	\$0	\$339,000	\$339,000
62	116123	36077	BEP - ROYAL HEIGHTS ELEMENTARY BUILDING ENVELOPE UPGRADE	\$0	\$0	\$0	\$0	\$385,000	\$385,000
63	116138	36158	BEP - BEAVER CREEK ELEMENTARY BUILDING ENVELOPE UPGRADE 1993 ADDITION	\$0	\$0	\$0	\$0	\$1,150,000	\$1,150,000

<b>Total:</b>	\$15,582,139	\$12,410,000	\$101,315,123	\$75,307,931	\$76,078,244	\$280,693,437
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**BOARD OF EDUCATION  
of  
SCHOOL DISTRICT NO. 36 (SURREY)**

**Schedule 3 (c)  
of the**

**ADMINISTRATIVE MEMORANDUM  
(Regular)**

**MEETING DATE:** 2012-10-18

**TOPIC:** Grant Application Support re: School Community  
Connections – Funding of Project to Increase Community  
Access to Schools

---

The Board of Education signed a resolution to partner with the City of Surrey on the creation and operation of community schools through the Community Schools Partnership initiative on May 31, 2007.

It is understood that the Board would like to continue to strengthen that partnership and opportunities for Surrey residents to access community programs in schools.

The 2010 Union of BC Municipalities School Community Connections program launched the *Supporting Neighbourhood Learning Centres* program. SNLC was created to actively encourage Boards of Education and local governments to work cooperatively and with community partners to create neighbourhood learning centres and expand the use of schools to provide community services. This final round of funding under SNLC is now being offered to Boards of Education to undertake renovation projections within their school districts.

Grants of up to \$17,500 per school district are available to support neighbourhood learning centres by:

- Encouraging the co-location of services for students, their families and the community at large within school facilities;
- Making greater utilization of available or new school facilities; and
- Encouraging collaborative, long-term facilities planning that takes into account the needs of the community as a whole.

The grant application process requires a formal Board motion, confirming the Board's support for the grant application, be included with the application.

*Cont'd...*

MEETING DATE: 2012-10-18

SCHEDULE: 3(c)

TOPIC: **Grant Application Support re: School Community  
Connections – Funding of Project to Increase Community  
Access to Schools**

---

**IT IS THEREFORE RECOMMENDED:**

THAT the Board support the submission of a funding proposal in the amount of \$17,500 to School Community Connections, Supporting Neighbourhood Learning Centres Program to support the renovation of an unused space at Port Kells Elementary to render it safe and suitable for a preschool and out of school care operation.

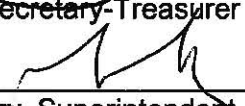
Enclosures



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

  
W. D. Noye, Secretary-Treasurer

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

  
M. A. McKay, Superintendent

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

**Schedule 3 (d)  
of the**

**ADMINISTRATIVE MEMORANDUM  
(Regular)**

**MEETING DATE: 2012-10-18**

**TOPIC: SCHEDULE OF BOARD MEETING DATES - 2013**

---

Policy #2400 – *School Board Meetings and Trustee In-Service Sessions* sets the schedule for Regular Board meetings. This policy was revised in June 2012. Revisions included a change to the meeting start time (now 7:00 p.m.) as well as changes to the frequency of Regular Board meetings as noted below:

*"Regular Board meetings shall be held in the Board Room of the District Education Centre at 7:00 p.m. at least once per month, with the exception of July and August."*

In accordance with the guidance of the newly revised policy, the attached schedule of Board meeting dates for 2013 is presented for approval.

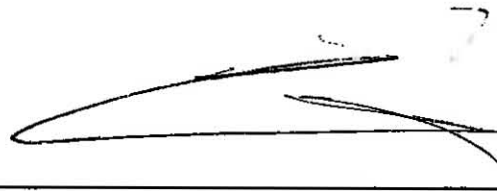
**RECOMMENDATION:**

THAT the Board approve the 2013 schedule of Board meetings as presented and the meeting scheduled in August 2013 be held only if the Chairperson determines there is a need for the meeting.

Enclosures:




Submitted by:



W. D. Noye, Secretary-Treasurer

Approved by:



M. A. McKay, Superintendent

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

**2013 BOARD MEETING DATES**

---

**NOTE:** Board meetings will be held in the main boardroom at the District Education Centre, 14033 – 92<sup>nd</sup> Avenue, Surrey, BC, commencing at **7:00 p.m.** The public is welcome to attend Regular meetings.

Please refer to the district website for further information: [www.surreyschools.ca](http://www.surreyschools.ca)

---

Thursday, January 17

Thursday, February 14  
Thursday, February 28

Thursday, March 14

Thursday, April 18

Thursday, May 9

Thursday, June 6  
Thursday, June 20

Thursday, August 29 (\*)

Thursday, September 19

Thursday, October 10  
Thursday, October 24

Thursday, November 14

Thursday, December 12

\* If necessary

Approved by the Board: 2012-10-\_\_\_\_

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

**Schedule 3(e)**

**of the  
ADMINISTRATIVE MEMORANDUM  
(Regular)**

**MEETING DATE: 2012-10-18**

**TOPIC: INTERIM FINANCIAL REPORT - SPECIAL PURPOSE FUNDS -  
THREE MONTHS ENDED 2012-09-30**

---

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 three (3) months ended 2012-09-30 as presented.

Enclosures:



Submitted by: Patricia Lundes  
for W. D. Noye, Secretary-Treasurer

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

**SCHOOL DISTRICT NO.36 (SURREY)**  
**SPECIAL PURPOSE FUNDS**  
**SUMMARY OF CHANGES**  
**PERIOD ENDED September 30, 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>	248,172	3,906,517	2,776,412		6,931,101
<b>Transfer from Operating Surplus June 30, 2012</b>		522,551			522,551
<b>Add: Contributions received</b>					
Provincial Grants - Ministry of Education	986,293	1,787,333			2,773,626
Provincial Grants - Other					
Federal Grants		-23,832			-23,832
Other Revenue		331,696	3,683,046		4,014,742
Investment Income	465	2,105			2,570
Transfer Bylaw to AFG					
	986,758	2,097,302	3,683,046		6,767,106
<b>Less: Allocated to Revenue</b>	1,100,538	1,458,461	3,231,382		5,790,381
Recovered					
District Entered					
<b>DEFERRED CONTRIBUTIONS, END OF YEAR</b>	134,392	5,067,909	3,228,076		8,430,377
<b>REVENUE</b>					
Provincial Grants - Ministry of Education	1,100,073	663,064			1,763,137
Provincial Grants - Other		20,400			20,400
Federal Grants		102,125			102,125
Other Revenue		670,767	3,231,382		3,902,149
Investment Income	465	2,105			2,570
Gain (Loss) Equity Investment (Note )					
	1,100,538	1,458,461	3,231,382		5,790,381
<b>EXPENSE</b>					
Salaries					
Teachers	44,351	150,846			195,197
Principals and Vice-Principals					
Educational Assistants	3,663	7,763			11,426
Support Staff	113,341	402,694			516,035
Other Professionals		113,163			113,163
Substitutes	920	5,143			6,063
	162,275	679,609			841,884
Employee Benefits	34,480	173,563			208,043
Services and Supplies	903,783	503,422	3,231,382		4,638,587
	1,100,538	1,356,594	3,231,382		5,688,514
<b>NET REVENUE (EXPENSE) BEFORE INTERFUND TRANSFERS</b>		101,867			101,867
<b>INTERFUND TRANSFERS</b>					
Capital Assets Purchased		-150,517			-150,517
Other					
		-150,517			-150,517
<b>NET REVENUE (EXPENSE)</b>		-48,650			-48,650

**SCHOOL DISTRICT NO.36 (SURREY)**  
**SPECIAL PURPOSE FUNDS**  
**SUMMARY OF CHANGES**  
**PERIOD ENDED September 30, 2012**

**SCHEDULE B1**

Deferred Revenue reconciliation of closing balances			Closing		Closing Deferred (Proof by Formula)
	Opening Deferred	Contributions Received	Recognized as Revenue	Deferred (From Stmt)	
Provincial Grants - Ministry of Education	1,991,976	2,773,626	1,763,137	3,002,465	3,002,465
Provincial Grants - Other	239,317		20,400	218,917	218,917
Federal Grants	445,386	-23,832	102,125	319,429	319,429
Other Revenue	4,776,972	4,014,742	3,902,149	4,889,565	4,889,565
Investment Income		2,570	2,570		
Gain (Loss) Equity Investment (Note )					remaining i
	<u>7,453,651</u>	<u>6,767,106</u>	<u>5,790,381</u>	<u>8,430,376</u>	<u>8,430,376</u>

**SCHOOL DISTRICT NO.36 (SURREY)**  
**SPECIAL PURPOSE FUNDS**  
**CHANGES IN MINISTRY OF EDUCATION DESIGNATED SPECIAL PURPOSE FUNDS**  
**PERIOD ENDED September 30, 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>								
DEFERRED CONTRIBUTIONS, BEGINNING OF YEAR	BEG	95,628	111,824	11,172	21,487		8,061	248,172
Add: Contributions received								
Provincial Grants - Ministry of Education	RME	924,592		9,279	27,885	13,925	10,612	986,293
Provincial Grants - Other	RBC							
Federal Grants	RGC							
Other Revenue	ROT							
Investment Income	RIN	465						465
Transfer Bylaw to AFG								
		925,057		9,279	27,885	13,925	10,612	986,758
Less: Allocated to Revenue		1,020,685	16,285	10,221	27,854	13,069	12,424	1,100,538
Recovered								
District Entered								
DEFERRED CONTRIBUTIONS, END OF YEAR			95,539	10,230	21,518	856	6,249	134,392
<b>REVENUE AND EXPENSE</b>								
<b>REVENUE</b>								
Provincial Grants - Ministry of Education	RME	1,020,220	16,285	10,221	27,854	13,069	12,424	1,100,073
Provincial Grants - Other	RBC							
Federal Grants	RGC							
Other Revenue	ROT							
Investment Income	RIN	465						465
		1,020,685	16,285	10,221	27,854	13,069	12,424	1,100,538
<b>EXPENSE</b>								
Salaries								
Teachers	ETS			8,312	18,848	8,478	8,713	44,351
Principals and Vice-Principals	EAS							
Educational Assistants	ESA				1,913	1,750		3,663
Support Staff	ESC	113,341						113,341
Other Professionals	ESP							
Substitutes	ESU						920	920
		113,341		8,312	20,761	10,228	9,633	162,275
Employee Benefits	EEB	24,559		1,564	3,961	2,698	1,698	34,480
Services and Supplies	ESR	882,785	16,285	345	3,132	143	1,093	903,783
		1,020,685	16,285	10,221	27,854	13,069	12,424	1,100,538
NET REVENUE (EXPENSE) BEFORE INTERFUND TRANSFERS								
<b>INTERFUND TRANSFERS</b>								
Capital Assets Purchased	ECA							
Other (Note)	EIT							
NET REVENUE (EXPENSE)								



SCHOOL DISTRICT NO.36 (SURREY)  
SPECIAL PURPOSE FUNDS  
CHANGES IN MINISTRY OF EDUCATION DESIGNATED SPECIAL PURPOSE FUNDS  
PERIOD ENDED September 30, 2012

SCHEDULE B2

(1) TF Schedule B1

**SCHEDULE B3**

		600 SCHOOL MEALS	LEARNING IMPROVEMENT FUND	READY SET LEARN	STRONG START	641 FRENCH	640 LITERACY INNOVATION	801 COMMUNITY SCHOOLS	645 INTENSIVE CORE FRENCH	602 INNER CITY SCHOOLS	DIVERSE YOUTH GANG
		AE	AN	AO	AP	AT	AU	AX	AY	BE	BG
<b>DEFERRED CONTRIBUTIONS</b>											
DEFERRED CONTRIBUTIONS, BEGINNING OF YEAR	BEG					376,183	266,472	627,417	80,324	392,077	199,320
Transfer from Operating Surplus June 30, 2012				415,560	106,991						
Add: Contributions received											
Provincial Grants - Ministry of Education	RME	200,000	716,362	173,215	515,200			152,473		30,083	
Provincial Grants - Other	RBC										
Federal Grants	RGC										
Other Revenue	ROT	5,340						181,569			
Investment Income	RIN										
		205,340	716,362	173,215	515,200			334,042		30,083	
Less: Allocated to Revenue		194,427	322,184	15,796	110,446	16,820		348,350	650	8,081	19,900
Recovered											
District Entered											
DEFERRED CONTRIBUTIONS, END OF YEAR		10,913	394,178	572,979	511,745	359,363	266,472	613,109	79,674	414,079	179,420
<b>REVENUE AND EXPENSE</b>											
<b>REVENUE</b>											
Provincial Grants - Ministry of Education	RME	189,087	322,184	15,796	110,446	16,820			650	8,081	
Provincial Grants - Other	RBC										19,900
Federal Grants	RGC										
Other Revenue	ROT	5,340						348,350			
Investment Income	RIN										
		194,427	322,184	15,796	110,446	16,820		348,350	650	8,081	19,900
<b>EXPENSE</b>											
Salaries											
Teachers	ETS		131,187	755		4,156		5,570			
Principals and Vice-Principals	EAS										
Educational Assistants	ESA			7,328						435	
Support Salaries	ESC	33,613	128,430		47,605			125,731		-7	7,845
Other Professionals	ESP	17,169			3,986			69,760			
Substitutes	ESU	3,778									
		54,560	259,617	8,083	51,591	4,156		201,061		428	7,845
Employee Benefits	EEB	16,920	62,567	3,075	23,936	805		43,630		1,736	2,087
Services and Supplies	ESR	122,947		4,638	34,919	11,859		103,659	650	5,917	9,968
		194,427	322,184	15,796	110,446	16,820		348,350	650	8,081	19,900
<b>NET REVENUE (EXPENSE) BEFORE INTERFUND TRANSFERS</b>											
<b>INTERFUND TRANSFERS</b>											
Capital Assets Purchased	ECA										
Other (Note)	EIT										
<b>NET REVENUE (EXPENSE)</b>											

**SCHOOL DISTRICT NO.36 (SURREY)**  
**SPECIAL PURPOSE FUNDS**  
**CHANGES IN OTHER TRUST FUNDS**  
**PERIOD ENDED September 30, 2012**

**SCHEDULE B3**

		IR3	IPALS	WRAPAROUND	SAME PROJECT	COYOTE CREEK BEP	650 DONATIONS	651 PAC CONTRIBUTIONS	TOTAL
		BJ	BK	BM	BN	BT	BP/BQ/BR/BS	BW	
<b>DEFERRED CONTRIBUTIONS</b>									
DEFERRED CONTRIBUTIONS, BEGINNING OF YEAR	BEG	268,896	10,379	51,141	125,348	40,000	1,173,030	295,930	3,906,517
Transfer from Operating Surplus June 30, 2012									522,551
Add: Contributions received									
Provincial Grants - Ministry of Education	RME								1,787,333
Provincial Grants - Other	RBC								
Federal Grants	RGC			-23,832					-23,832
Other Revenue	ROT						116,582	28,205	331,696
Investment Income	RIN						2,105		2,105
				-23,832			118,687	28,205	2,097,302
Less: Allocated to Revenue		5,621		27,309	69,195	500	217,939	101,243	1,458,461
Recovered									
District Entered									
DEFERRED CONTRIBUTIONS, END OF YEAR		263,275	10,379		56,153	39,500	1,073,778	222,892	5,067,909
<b>REVENUE AND EXPENSE</b>									
<b>REVENUE</b>									
Provincial Grants - Ministry of Education	RME								663,064
Provincial Grants - Other	RBC					500			20,400
Federal Grants	RGC	5,621		27,309	69,195				102,125
Other Revenue	ROT						215,834	101,243	670,767
Investment Income	RIN						2,105		2,105
		5,621		27,309	69,195	500	217,939	101,243	1,458,461
<b>EXPENSE</b>									
SALARIES									
Teachers	ETS			9,178					150,846
Principals and Vice-Principals	EAS								
Educational Assistants	ESA								7,763
Support Salaries	ESC	11		28,479	32,987				402,694
Other Professionals	ESP			22,248					113,163
Substitutes	ESU				1,365				5,143
		11		57,905	34,352				679,609
Employee Benefits	EEB	477		10,477	7,853				173,563
Services and Supplies	ESR	5,133		7,577	26,990		160,475	8,690	503,422
		5,621		75,959	69,195		160,475	8,690	1,356,594
NET REVENUE (EXPENSE) BEFORE INTERFUND TRANSFERS				-48,650		500	57,464	92,553	101,867
									101,867
<b>INTERFUND TRANSFERS</b>									
Capital Assets Purchased	ECA					-500	-57,464	-92,553	-150,517
Other (Note)	EIT								
						-500	-57,464	-92,553	-150,517
NET REVENUE (EXPENSE)				-48,650					-48,650

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

**Schedule 3(f)**

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

**MEETING DATE: 2012-10-18**

**TOPIC: STATEMENT OF OPERATING FUND EXPENDITURES - THREE MONTHS ENDED 2012-09-30**

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Attached is the Statement of Operating Fund Expenditures for the three (3) months ended 2012-09-30.


**RECOMMENDATION:**

THAT the Board accept the Statement of Operating Fund Expenditures for the three (3) months ended 2012-09-30, as presented.

Enclosures:



Submitted by:

  
for W. D. Noye, Secretary-Treasurer

Approved by:

  
M. A. McKay, Superintendent

## SCHOOL DISTRICT #36 (SURREY)

Statement Of Operating Fund Expenditures  
For The Three Months Ended September 30, 2012

<u>Function</u>	<u>Actual</u>	<u>Commitments</u>	<u>Total</u>	<u>2012/2013 Preliminary Budget</u>	<u>Unencumbered Balance</u>	<u>% Available</u>
Instruction	59,267,330	2,802,888	<b>62,070,218</b>	514,312,081	452,241,863	87.93%
District Administration	2,658,662	362,348	<b>3,021,010</b>	12,080,568	9,059,558	74.99%
Operations & Maintenance	12,442,225	7,327,510	<b>19,769,735</b>	61,684,378	41,914,643	67.95%
Transportation & Housing	431,967	3,472,653	<b>3,904,620</b>	5,131,355	1,226,735	23.91%
Debt Service			0		0	0.00%
<b>Total Expenditures</b>	<b>74,800,184</b>	<b>13,965,399</b>	<b>88,765,583</b>	<b>593,208,382</b>	<b>504,442,799</b>	<b>85.04%</b>

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

**Schedule 4 (b)  
of the**

**ADMINISTRATIVE MEMORANDUM  
(Regular)**

**MEETING DATE: 2012-10-18**

**TOPIC: NOTICE OF MOTION, TRUSTEE S. WILSON RE:  
DECLARATION OF NOVEMBER 7, 2012 – “TAKE OUR KIDS TO  
WORK” DAY**

---

An educational opportunity, “*Take Our Kids to Work*”, is again being provided to Surrey School District students through the work of The Learning Partnership of Toronto, Ontario. The Learning Partnership continues to work with school districts across Canada in sponsoring this annual event.

The following Notice of Motion is being submitted by Trustee Shawn Wilson.

THAT WHEREAS the “*Take Our Kids to Work*” program sponsored by The Learning Partnership, brings together business people, education and community leaders who are committed to creating challenging learning and career opportunities for young people in Grade 9; and

WHEREAS this project will show students through direct experiences, just how important skills, training and education are to their success; and

WHEREAS substantive curriculum materials have been written for in-class projects and assignments to support the day and make the experience more meaningful for the students, including the Workplace Guide which is also available to assist participating workplaces in preparing a positive experience for employees and their guests; and

WHEREAS the success of the day is contingent on the level of participation by the students, parents, teachers and employers in bringing to reality the experience of an average work day.

**IT IS THEREFORE RECOMMENDED:**

THAT the Board declare November 7, 2012 as “*Take Our Kids to Work*” day and publicize the event throughout the school district by reminding staff, parents, students and the business community of the benefit to our Grade 9 students afforded by supporting the various activities during this special day.

Respectfully submitted by:

Trustee Shawn Wilson

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## Take Our Kids to Work™

[Programs](#) [About TOKW](#) [Background](#) [Resources](#) [Provincial Contacts](#) [Dream Job Contest](#) [Français](#)

The world is your  
school.

~Martin H. Fischer

## Background and Rationale

The first Take Our Kids to Work™ event took place in 1994 in the Greater Toronto Area. Since then, The Learning Partnership has expanded the program across the country. Take Our Kids to Work™ is now active in all provinces and territories across the country. Annually, more than 200,000 grade nine students and over 75,000 businesses and organizations nation wide participate in Take Our Kids to Work day.

To help students understand the importance of staying in school.

To help students appreciate a parent's role in making a living and supporting a family.

Research suggests that today's students will have multiple careers over the span of their working years. They will need to master both new technologies and complex social and organizational systems. Today's students need a strong sense of self and values of personal and social responsibility in order to succeed in the future.

High school students generally have limited access to workplaces. This program was created through the philosophy that awareness leads to knowledge. The more students understand about the jobs of their parents and relatives, the more informed the decisions about their own future career will be.

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# 2012 Take Our Kids to Work Parent Guide

## The Learning Partnership

The Learning Partnership is a national charitable organization dedicated to championing a strong public education system in Canada through innovative programs, credible research, policy initiatives, leadership training and public engagement. Since 1993, more than 4.9 million students and teachers have participated in programs run by The Learning Partnership.

## 18<sup>th</sup> annual Take Our Kids to Work program

Take Our Kids to Work™ is The Learning Partnership's signature program involving more than 250,000 Grade 9 students annually. This year, on **Wednesday, November 7**, Grade 9, Senior 1 (Manitoba) and Secondary III (Quebec) students across Canada will spend a day in the workplace of a parent, relative, or friend.

### For students, it's more than a fun day. It's an opportunity to:

- Understand the importance of staying in school by learning first-hand what skills are required in today's workplace.
- Develop an appreciation for their parents' careers and roles in supporting their families.
- Start exploring career options in a practical way and gain a better understanding of just how many career choices are open to them.

### For parents, it's helping prepare your child for the future. You can:

- Participate in a shared experience with your child.
- Begin a career dialogue based on actual experiences.
- Enrich your child's experience with discussions before, during and after the workplace visit.

## More Resources:

Learn more about *Take Our Kids to Work* day at: [www.thelearningpartnership.ca](http://www.thelearningpartnership.ca)

Find parent resources, consent forms and health and safety information at:  
[www.thelearningpartnership.ca/tokwresources](http://www.thelearningpartnership.ca/tokwresources)

Win prizes by participating in the **Ultimate Dream Job Contest**, a national online photo contest. Go to [www.dreamjobcontest.ca](http://www.dreamjobcontest.ca) for more information.

Nominate your company for its commitment to young people through **Canada's Outstanding Employer Awards**: [www.thelearningpartnership.ca/tokwemployerapplication](http://www.thelearningpartnership.ca/tokwemployerapplication)

Please complete our Parent Survey at: [www.thelearningpartnership.ca/tokwparentsurvey](http://www.thelearningpartnership.ca/tokwparentsurvey). It offers important feedback on how we can continue to meet the needs of today's students.

The Learning Partnership thanks the following supporters who make *Take Our Kids to Work* a great success across Canada.

### In partnership with:



### Program sponsor:



St. Joseph Content for donating their expertise in developing the *Take Our Kids to Work* marketing campaign.

All the provincial and territorial co-ordinators who help The Learning Partnership deliver *Take Our Kids to Work* to participating students, teachers, parents, school boards and workplaces across Canada.



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

**Schedule 4(c)**

of the  
**ADMINISTRATIVE MEMORANDUM**  
(Regular)

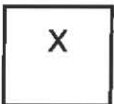
**MEETING DATE: 2012-10-18**

**TOPIC: PROGRESS REPORT - ACTIVE CAPITAL PROJECTS**

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The attached report is submitted in accordance with Board direction given on 1992-02-27.

Enclosures:



Submitted by:

*Patricia Lundy*  
*for*

W.D. Noye, Secretary-Treasurer

Approved by:

*M.A. McKay*

M.A. McKay, Superintendent

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

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

***As of October 18, 2012***

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

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

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

### **Site #032 – Panorama Ridge Secondary (Addition & NLC)**

- 2011-10-31 BC Government announced funding;
- 2011-11-10 Board appointed Grant & Sinclair Architects Ltd. to prepare a Project Definition Report (PDR);
- 2012-03-29 Board appointed Grant & Sinclair Architects Ltd. as Project Architect;
- 2012-05-17 Board approved sketch plans and Capital Project Funding Agreement (CPFA);
- 2012-05-25 Ministry of Education approved CPFA;
- 2012-11-15 Bid closing date.

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

- 2010-06-14 Ministry of Education announced funding;
- 2010-06-24 Board appointed Craven Huston Powers Architects as Project Architect;
- 2010-09-23 Board approved sketch plans;
- 2011-02-10 Board approved Capital Project Funding Agreement;
- 2011-03-25 Ministry approved Capital Project Funding Agreement;
- 2011-05-31 Bid closing date;
- 2011-06-09 Board approved contract award to Titan Construction Company Limited;
- 2013-03 Anticipated Completion.

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

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

Cont'd...

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

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

**Site #141 – Fraser Heights Secondary (Addition & NLC)**

- 2011-10-31 BC Government announced funding;
- 2011-11-10 Board appointed Grant & Sinclair Architects Ltd. to prepare a Project Definition Report (PDR);
- 2012-03-29 Board appointed Grant & Sinclair Architects Ltd. as Project Architect;
- 2012-05-17 Board approved sketch plans and Capital Project Funding Agreement (CPFA);
- 2012-05-25 Ministry of Education approved CPFA;
- 2012-11-08 Bid closing date.

**Site #201 – Katzie Elementary (New School & NLC)**

- 2011-10-31 BC Government announced funding;
- 2011-11-10 Board appointed Craven Huston Powers Architects to prepare a Project Definition Report (PDR);
- 2012-03-29 Board appointed Craven Huston Powers Architects as Project Architect;
- 2012-05-17 Board approved sketch plans and Capital Project Funding Agreement (CPFA);
- 2012-05-25 Ministry of Education approved CPFA;
- 2012-09-20 Bid closing date;
- 2012-09-27 Board approved contract award to Pro-Can Construction Group Corp.

**Site #202 – Sunnyside Elementary (Replacement & NLC)**

- 2009-04-16 Board approved Bylaw #186 Re: Sunnyside Elementary School – Site #038 – School Closure – effective 2011-09-01. It is proposed that the Sunnyside School program be relocated upon the completion of a new school Grandview Heights NW Area Elementary – Site #202 located at 2828 – 159<sup>th</sup> Street;
- 2010-02-11 Board approved sketch plans, Site #202;
- 2010-10-27 Ministry of Education staff approved adding Neighbourhood Learning Centre to Site #202;
- 2011-02-10 Board approved sketch plans, Site #202 Neighbourhood Learning Centre;
- 2011-12-15 Board approved Capital Project Funding Agreement (CPFA);
- 2012-01-18 Ministry of Education approved CPFA

- 2012-02-08 Issued bid documents;
- 2012-03-08 Bid closing date;
- 2012-05-17 Board approved contract award to Bouygues Building Canada Inc.;
- 2012-08 Anticipated Completion.

**Site #211 – Goldstone Park Elementary (New School & NLC)**

- 2011-10-31 BC Government announced funding;
- 2011-11-10 Board appointed Craven Huston Powers Architects to prepare a Project Definition Report (PDR);
- 2012-03-29 Board appointed Craven Huston Powers Architects as Project Architect;
- 2012-05-17 Board approved sketch plans and Capital Project Funding Agreement (CPFA);
- 2012-05-25 Ministry of Education approved CPFA;
- 2012-09-25 Bid closing date;
- 2012-09-27 Board approved contract award to Olivit Construction Ltd.

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

**Schedule 4(e)**  
**of the**

**ADMINISTRATIVE MEMORANDUM**  
**(Regular)**

**MEETING DATE: 2012-10-18**

**TOPIC: Learning Improvement Fund**

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The Board was recently updated on the status and background of the Learning Improvement Fund. The District has completed processes through the spring and fall and is ready with the final plan for allocations.

The Superintendent and Deputy Superintendent met with representatives of the STA and CUPE to discuss the final plan for the application of the LIF. This memo is a report on that final allocation of LIF as discussed with the local associations.

In the spring, the District began the process of determining a tentative plan for the allocation of funds. Through the spring, the total allocations were:

Elementary	3,763,391
Secondary	1,275,007
<b>Total (Spring)</b>	<b>5,038,398</b>

Through the fall, there were further consultations at the school level and assistant superintendents worked to collate requests. A district team has considered these new requests and has planned for the following additional allocations:

Elementary	771,059
Secondary	856,044
<b>Total (Fall)</b>	<b>1,627,103</b>

**Grand total (Spring and Fall) 6,665,501**

Comparing the requests to date, the initial allocation and the final plan, the balance of the fund would be as follows:

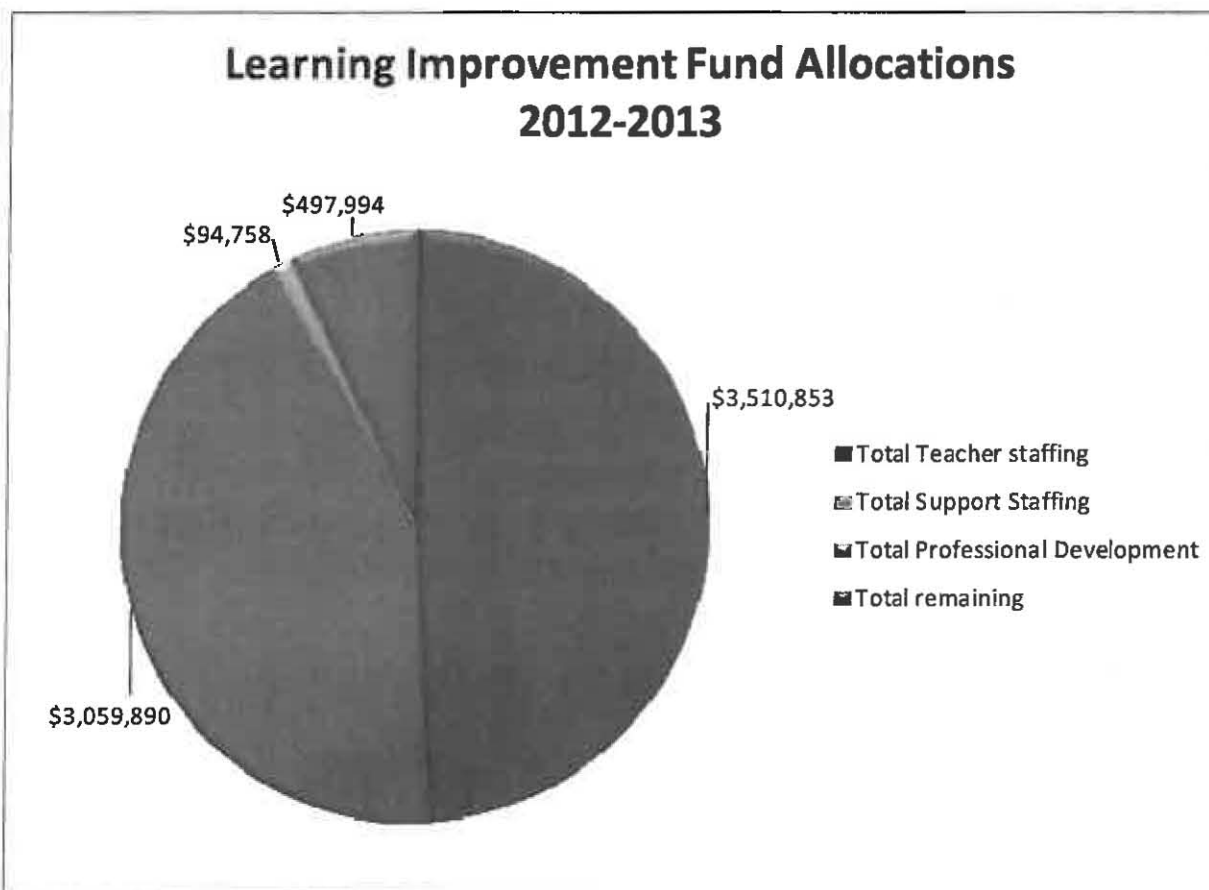
Total LIF Funding	7,163,495
Balance	497,994

MEETING DATE: 2012-10-18

SCHEDULE: 4(e)

TOPIC: Learning Improvement Fund

Overall, the balance of expenditures to different categories is:



These allocations meet the requirement to have at least 12.5% of the LIF funding dedicated to support staffing. The remaining balance of funds will be used to support further needs as requested in the second semester.

The purpose of this memo is for Board information and in anticipation of submitting this spending plan to the Minister as required by Regulations.

Submitted by:

  
Jordan Tinney, Deputy Superintendent

Approved by:

  
Mike McKay, Superintendent of Schools

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

**Schedule 4(f)  
of the**

**ADMINISTRATIVE MEMORANDUM  
(Regular)**

**MEETING DATE: 2012-10-18**

**TOPIC: Report on Class Size and Changes to Legislation on Class Size**

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Each year, the district reports on class size and composition as required under section 76.3 of the School Act. This year, effective July 1<sup>st</sup>, sections 76.2-76.7 of the Act were repealed and many of the requirements to report class size and composition were removed.

With the introduction of Bill 22 and the removal of Bill 33, both the process to report on class size and the reporting process itself are quite different this year. As in the past, Section 76.1 of the School Act still determines class size limits and the requirement for the superintendent to determine the appropriateness of the organization of classes. Class size limits are:

- (a) for kindergarten, 22 students, and
- (b) for grades 1 to 3, 24 students.

A board must also ensure that the class size for any class in grades 4-12 does not exceed 30 students unless:

- (a) in the opinions of the superintendent of schools for the school district and the principal of the school, the organization of the class is appropriate for student learning, or
- (b) the class is in a prescribed category of classes.

New to the process is that teachers shall be paid compensation if any class exceeds 30 students unless the class is in a set of prescribed categories. The categories are:

- (a) an adult or continuing education class;
- (b) a class conducted by means of distributed learning;
- (c) a class that is part of an alternate program;
- (d) a class that meets for the purpose of a work study or work experience program;

MEETING DATE: 2012-10-18

SCHEDULE: 4(f)

TOPIC: **Report on Class Size and Changes to Legislation on Class Size**

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- (e) a class that is limited to students enrolled in a specialty academy, as defined in section 82.1 (1) of the Act;
- (f) a music class, including band, choir, instrumental music and orchestra;
- (g) a performing arts class, including drama and dance;
- (h) a Planning 10 class;
- (i) a board-authorized leadership course.

The amount of compensation for any class over 30 and not in the prescribed categories is determined by formula. The formula is based on average teacher salary, the number of students over 30 and the amount of time teaching the class (full or part time). A full-time teacher of a class of 31 students would receive approximately \$280/month. A secondary teacher with one block of 31 students for one semester would receive approximately \$70/month. Teachers in term appointments of less than one month and teachers on call do not receive compensation.


Bill 22 also states that "the Minister may make regulations requiring boards to prepare, submit to the minister and make publicly available, in the form and manner specified by the minister, reports respecting class size for each school district and each school within the district."

These regulations are not yet in place as the legislation is quite new. As a result, we have prepared the attached reports and these are presented to the Trustees for information. These reports indicate our class size and composition in the district at this time and through this memo, we report that the organization of classes in the school and district are appropriate for student learning.

Submitted by:

  
Jordan Tinney, Deputy Superintendent

Approved by:

  
Mike McKay, Superintendent of SchoolsEnclosure(s): ☒

- 2012-13 Elementary Class Size Report
- 2012-13 Secondary Class Size Report



# 2012-13 Elementary Class Size Report

*September 2012*

Total Number of Elementary Classes: 1698

\* No Kindergarten class exceeds 22 students

\* No Primary class (including 3/4 splits) exceeds 24 students

## Elementary Classes over 30

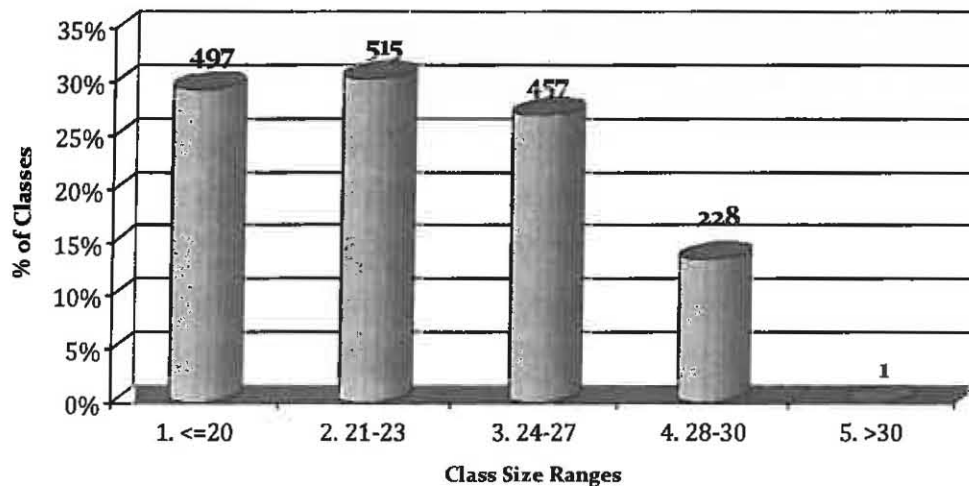
Mountainview Montessori

Division 01

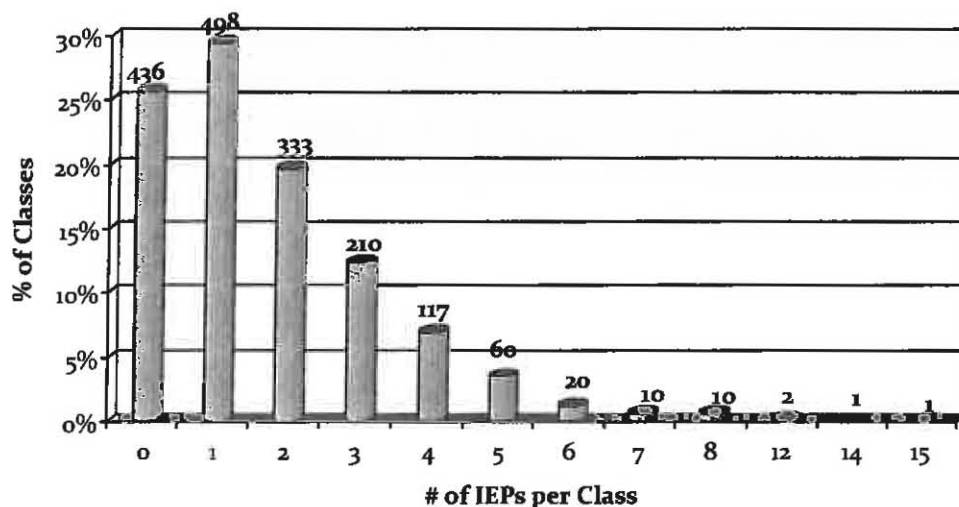
Grade 7

33

## Elementary Class Size Distribution



## Distribution of Classes with IEPs



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.

# 2012-13 Secondary Class Size Report



**Surrey Schools**  
LEADERSHIP IN LEARNING

September 2012

## Secondary Classes over 30 - Count by School

Clayton Heights Sec	1
Earl Marriott Sec	1
Elgin Park Sec	1
Enver Creek Sec	0
Fleetwood Park Sec	0
Frank Hurt Sec	0
Fraser Heights Sec	7
Guildford Park Sec	0
Johnston Heights Sec	0
Kwantlen Park Sec	4
L A Matheson Sec	0
Lord Tweedsmuir Sec	2
North Surrey Sec	0
Panorama Ridge Sec	0
Princess Margaret Sec - Surrey	0
Queen Elizabeth Sec	0
Semiahmoo Sec	1
Sullivan Heights Sec	0
Tamanawis Sec	1
<b>Total Number of Classes &gt; 30</b>	<b>18</b>

## List of Classes Over 30

### Clayton Heights Sec

BA VOCTNL, CAREER PREP/EXPLORATION 11A (02), BA VOCTNL, CAREER PREP/EXPLORATION 12A (02), VISUAL ARTS 10: GENERAL (01), VISUAL ARTS 9 (01), VISUAL ARTS 9 (01)

Class  
Size

# of  
IFPs

31 3

### Earl Marriott Sec

MATHEMATIQUES 9 (01)

31 1

### Elgin Park Sec

GEOGRAPHY 12 (02)

31 1

# 2012-13 Secondary Class Size Report



Surrey Schools  
LEADERSHIP IN LEARNING

September 2012

## Fraser Heights Sec

AP CALCULUS BC 12A (01)	36	0
AP CALCULUS BC 12B (01)	36	0
FOUNDATIONS OF MATHEMATICS 11 (01)	31	2
FRENCH 8 (01)	31	1
PHYSICAL EDUCATION 10 (01), PHYSICAL EDUCATION 9 (01)	32	1
PHYSICAL EDUCATION 10 (02), PHYSICAL EDUCATION 9 (02)	31	0
PRE-CALCULUS 12 (01)	31	0

## Kwantlen Park Sec

CHEMISTRY 11 (02)	31	0
PHYSICAL EDUCATION 9 (02)	31	3
PRE-CALCULUS 11 (02)	31	0
SOCIAL STUDIES 11 (05)	31	3

## Lord Tweedsmuir Sec

BA TECHNOLOGIE DES COMMUNICATIONS 11A (01)	32	1
ENGLISH 12 (03)	31	1

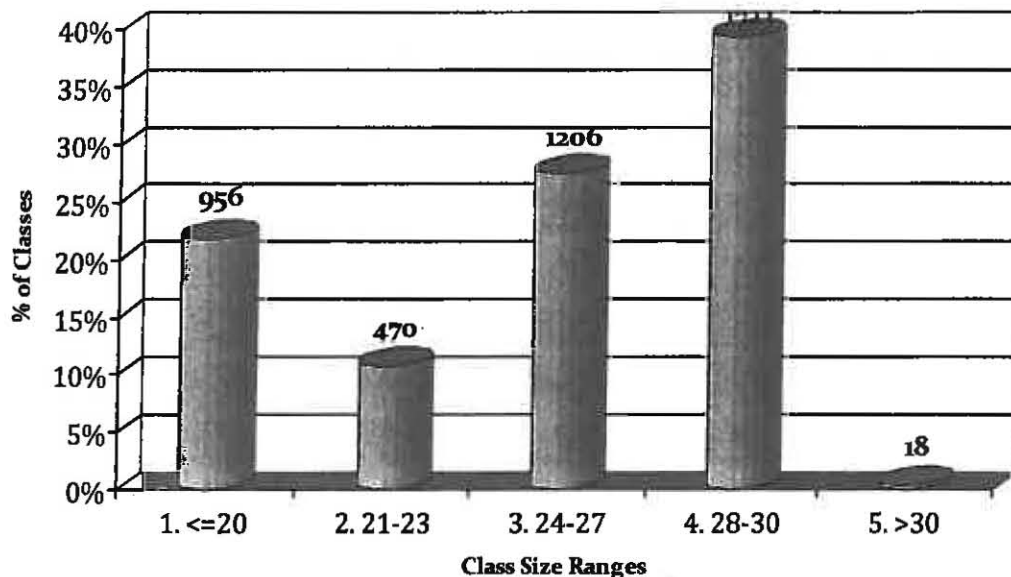
## Semiahmoo Sec

PHYSICAL EDUCATION 8 (04)	31	0
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## Tamanawis Sec

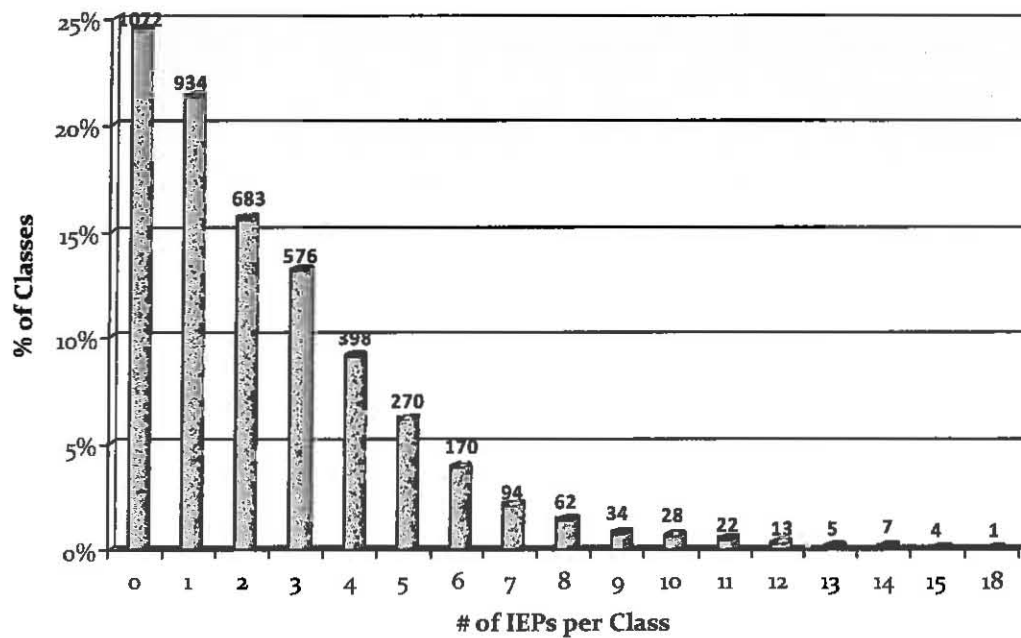
PHYSICAL EDUCATION 10 (01)	31	0
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## Secondary Class Size Distribution



*September 2012*

## Distribution of Classes with IEPs



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(g)  
of the**

**ADMINISTRATIVE MEMORANDUM  
(Regular)**

**MEETING DATE: 2012-10-18**

**TOPIC: British Columbia Enterprise Student Information System (BCeSIS)  
Update**

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BCeSIS was implemented in school districts around BC in about 2005 although some districts varied in their implementation date. In November of 2010, Pearson Education purchased the company (AAL) that built BCeSIS. Pearson is a significant company that has well-established products that would previously be considered competitors to BCeSIS. It was clear at the time that the future of BCeSIS was in doubt. There have also been significant challenges with BCeSIS including its functionality, its ability to support the future direction of education in BC, and a major system outage in September of 2010 at a critical time for districts across BC.

In early 2011, the Ministry of Education hired Gartner Consulting Ltd. to *“conduct a high-level review of BCeSIS and recommend next steps.”* In September of 2011, the Gartner report was released. The Gartner report suggested that BCeSIS would likely meet the needs of the province for the next three to four years “the time it would take to transition to a new product” but would not meet the long term needs of the province. The Gartner report also included a statement that *“the current vendor will not support eSIS after July 2012.”* Work in earnest began to negotiate an extension of support to BCeSIS with Pearson and to develop a process to select a new product.

The extension of support for BCeSIS will now go until September 2015. The province has worked to develop criteria for an RFP and the process of development has included extensive work with all levels of system users. The timeline for selection of a new system is:

- RFP will be public in October/November 2012
- Selection of a successful vendor in March or April 2013
- Final contract negotiated with successful vendor in Fall 2013
- First districts online August 2014
- Second wave of districts August 2015.

*Cont'd...*

MEETING DATE: 2012-10-18


SCHEDULE: 4(g)

TOPIC: **British Columbia Enterprise Student Information System  
(BCeSIS) Update**

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This memo is to inform the Board of this significant project that is on the horizon and to set the stage for coming discussions on preparations for a new student information system.

Submitted by:

  
Jordan Tinney, Deputy Superintendent

Approved by:

  
Mike McKay, Superintendent of Schools

Enclosures:



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

**Schedule 4(h)  
of the**

**ADMINISTRATIVE MEMORANDUM  
(Regular)**

**MEETING DATE: 2012-10-18**

**TOPIC: INCOMING CORRESPONDENCE**

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

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

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

**Schedule 5(a)  
of the**

**ADMINISTRATIVE MEMORANDUM  
(Regular)**

**MEETING DATE: 2012-10-18**

**TOPIC: ITEMS FOR FUTURE DISCUSSION (REGULAR)**

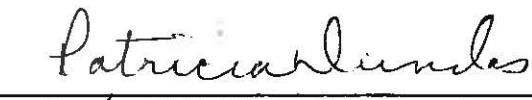
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No items.

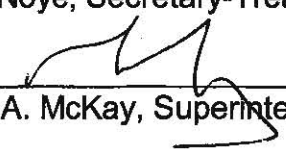
Enclosures:



Submitted by:

  
for 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: 2012-10-18**

**TOPIC: FUTURE MEETINGS**

<b>DATE</b>	<b>TIME</b>	<b>PLACE</b>	<b>EVENT</b>
Thursday, November 8/12	7:00 pm	District Ed. Centre	Regular Board
Thursday, November 22/12	7:00 pm	District Ed. Centre	Regular Board
Thursday, December 13/12	7:00 pm	District Ed. Centre	Regular Board

Enclosures:

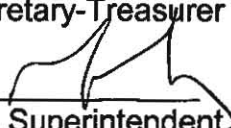
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Submitted by:

Approved by:



for / W.D. Noye, Secretary-Treasurer



M.A. McKay, Superintendent