

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

**MEETING DATE: 2013-05-09**

**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
- (c) Presentation: Secondary School Apprenticeship
- (d) Presentation: Student Ambassadors, Energy Conservation and Sustainability

**2. DELEGATIONS**

- (a) Delegation: Anita Huberman, CEO, Surrey Board of Trade, re: "Education Today Prosperity Tomorrow" Program

**3. ACTION ITEMS**

- (a) Adoption of Minutes of Regular Board Meeting Held 2013-04-18
- (b) Notice of Motion, Trustee L. Larsen, Re: Foundation Skills Assessment/Random Testing
- (c) Carbon Neutral Action Report - 2012
- (d) Capital Project Bylaw No. 126627 – Annual Facilities Grant 2013/2014
- (e) Statement of Operating Fund Expenditures - Nine Months Ended 2013-03-31
- (f) Interim Financial Report - Special Purpose Funds - Nine Months Ended 2013-03-31

*Cont'd...*

REGULAR BOARD MEETING  
**AGENDA**

MEETING DATE: 2013-05-09

TIME: 7:00 p.m.

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

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4. INFORMATION & PROPOSALS

- (a) Trustee Reports
- (b) Progress Report – Active Capital Projects
- (c) 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)**

**Schedule 1(b)  
of the**

**ADMINISTRATIVE MEMORANDUM  
(Regular)**

**MEETING DATE: 2013-05-09**

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

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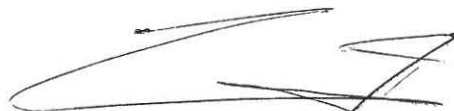
**IT IS RECOMMENDED:**

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

Enclosures:

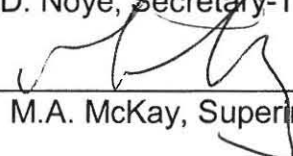


Submitted by:



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: 2013-05-09**

**TOPIC: ADOPTION OF MINUTES OF REGULAR BOARD MEETING  
HELD 2013-04-18**

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**IT IS RECOMMENDED:**

THAT the Minutes of the Regular Board meeting held 2013-04-18 be adopted as circulated.

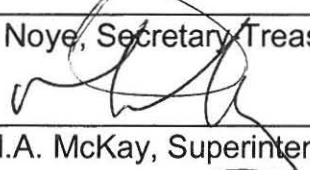
Enclosures:



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 18<sup>th</sup>, 2013 AT 7:00 P.M.**

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**IN ATTENDANCE**

**Trustees**

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

**Staff**

J. Tinney, Acting Superintendent  
W. Noye, Secretary-Treasurer  
L. McCuaig, Executive Assistant

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**[1] CALL TO ORDER**

Chairperson Wilson called the meeting to order at 7:05 p.m.

**Presenters & Staff:**

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

Patti Dundas, Assistant Secretary-Treasurer; Ellen Holmes, President, Surrey Chapter of the Canadian Parents for French; Kerry Magnus, Associate Director, Business Management Services, Angie Smith, Administrative Assistant and Doug Strachan, Manager, Communication Services.

**(b) "O Canada"**

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

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

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

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

**CARRIED**

(d) Presentation: Canadian Parents for French, re: Donation to Purchase French Library Books

Ellen Holmes, President of the Surrey Chapter of the Canadian Parents for French (CPF) provided Trustees with information regarding the program. Several students demonstrated their French Immersion skills:

- Kindergarten students from Woodward Hill Elementary sang a few songs in French
- A grade 7 student presented her speech in French.
- A secondary student presented her video that was broadcast as TV news story.

CPF activities for 2012/2013 include: hosted district-wide film festival, reintroduction of annual carnival; supplied awards; monthly French café for senior students; offered free kindergarten memberships to new families; will have 9<sup>th</sup> annual Quebec student exchange in the summer; and scholarships awards.

The CPF presented a donation in the amount of \$12,500 to the Board to be used for the purchase of French library resources in the various French Immersion programs in the district.

The Chairperson thanked the CPF for their generous donation and their continued work in supporting the students and families in the district who are involved in French programs.

(d) Presentation: Lieutenant Colonel Rod Needham, Canadian Forces Liaison Council, re: Award

Lieutenant Colonel Rod Needham, representing the Canadian Forces Liaison Council, presented the Board with an "*Award of Excellence for Best Practices in Employer Support: Educational Institution, BC*" in recognition of their support for Canadian Forces employees. The Lieutenant Colonel is also a grade 7 teacher at W. E. Kinvig Elementary.

The Lieutenant Colonel nominated the Board for this award because he felt the district was very supportive of him especially and other Canadian Forces personnel in providing leaves for them to go to various training events and participate in Unique opportunities. The employees returned to the same job, when their leave was complete. Two of the Lieutenant Colonel's recent leaves made a big difference in his career. One was to attend the Canadian Securities Studies Program where he learned about contemporary global security issues. The second was a 6 month leave to work as the Deputy Health Planning Officer for the Olympic Games recently held in the Vancouver area.

Lieutenant Colonel Rod Needham presented the award to the Chairperson on behalf of the Board, in recognition and appreciation for its support of the Reserve Force.

Chairperson Wilson thanked Lieutenant Colonel Rod Needham and the Canadian Forces for the prestigious award.

[2] **DELEGATIONS**

No items.

[3] **ACTION ITEMS**

(a) Adoption of Minutes of Regular Board Meeting Held 2013-03-14

It was moved by Trustee Allen seconded by Trustee McNally:

THAT the Minutes of the Regular Board meeting held 2013-03-14 be adopted as circulated.

CARRIED

(b) Notice of Motion, Trustee T. Allen, Re: Charitable Donations

Trustee Allen presented his Notice of Motion regarding Charitable Donations.

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

THAT WHEREAS, Dry Graduation events are an integral part of a student's K-12 experience; and

WHEREAS, the Parent Advisory Councils solicit community donations to host dry graduation events; and

WHEREAS, the provincial government of British Columbia supports dry graduation events and the issuance of charitable tax receipts for such events; and

WHEREAS, the current position of the Canada Revenue Agency (CRA) is to not accept charitable tax receipts for dry graduation event donations.

IT IS THEREFORE RECOMMENDED THAT the Board direct Administration to contact the Canada Revenue Agency (CRA) to discuss and review the CRA's current position regarding Dry Graduation events; and

THAT Administration report back to the Board by 2013-12-31.

CARRIED

(c) Grant Application – Urban Aboriginal Discovery Program

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

THAT the Board support the submission of a funding proposal in the amount of \$60,000 to the Government of Canada's Cultural Connections for Aboriginal Youth program through the BC Association of Aboriginal Friendship Centres to fund the Urban Aboriginal Discovery Program.

CARRIED

(d) Specialty Academy Program Fees

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

THAT the 2013/2014 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	\$675
Semiahmoo Secondary	\$675
Lord Tweedsmuir Secondary	\$800
Advanced Hockey Academy	
Earl Marriott Secondary	\$4500
Softball Academy	
Lord Tweedsmuir Secondary	\$300
International Baccalaureate Program	
Semiahmoo Secondary	\$200 Registration \$140 per Examination.

CARRIED

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[4] **INFORMATION AND PROPOSALS**

(a) **Trustee Reports**

Trustees reported on their activities since the last Board meeting.

**National Day of Mourning**

The Chairperson noted that across Canada, April 28<sup>th</sup> has been designated the Day of Mourning, a time when workers, families, employers and others acknowledge and remember those who have lost their lives to work-related incidents or occupational diseases. April 28<sup>th</sup> has been declared a National Day of Mourning in the school district.

(b) **Notice of Motion, Trustee C. Dobie, re: Welcome Centre**

Trustee Dobie presented her Notice of Motion regarding the Welcome Centre.

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

THAT the Board give formal consideration to the *Notice of Motion, Trustee C. Dobie, re: Welcome Centre* at the 2013-04-18 Regular meeting.

**CARRIED**

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

THAT WHEREAS the Welcome Centre in Surrey is committed to providing professional settlement services to immigrants, refugees, other eligible students and families; and

WHEREAS, the school district accomplishes this by embracing diversity, advocating empowerment and facilitating engagement for immigrant and refugee students and families in schools and in Canadian society; and

WHEREAS our professional school-based settlement services empower and support immigrant, refugee students and families to enable them to fully participate in a culturally-diverse society; and

WHEREAS the Welcome Centre is seamlessly integrated into the framework of service delivery with the Surrey School District.

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IT IS THEREFORE RECOMMENDED:

THAT the Board direct Administration to write to the Honourable Jason Kenney, Minister of Citizenship, Immigration and Multiculturalism, expressing the Board's support for the continuity of funding and the Board's desire to continue as a partner of this valuable program as it transitions to Federal jurisdiction.

CARRIED

- (c) Notice of Motion, Trustee L. Larsen, re: Foundation Skills Assessment/Random Testing

Trustee Larsen presented her Notice of Motion regarding Foundation Skills Assessment/Random Testing. The matter will be brought back to the next meeting for formal consideration.

Staff Retirement Recognition

Wayne Noye, Secretary-Treasurer advised the Board that Angie Smith, Administrative Assistant, Secretary-Treasurer's Department, who has provided support to the Board during her 8 years of employment with the district, will be retiring next week. This will be the final Board meeting she attends. The Board thanked Angie for her years of excellent service and extended best wishes for a happy and healthy retirement.

- (d) Progress Report – Active Capital Projects

Trustees received a progress report regarding active capital projects.

- (e) Incoming Correspondence

There were no correspondence items requiring Trustees' attention.

[5] **FUTURE BUSINESS**

- (a) Items for Future Discussion

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

- (b) Future Meetings

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

[6] **QUESTION PERIOD**

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

[7] **ADJOURNMENT**

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

THAT the Regular meeting of the Board be adjourned at 8:25 p.m.  
**CARRIED**

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S. Wilson  
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**

**2013-03-14 MEETING**

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#### **Trustees Present:**

S. Wilson, Chairperson  
L. Larsen, Vice Chairperson  
T. Allen  
C. Dobie  
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 2013-02-28, 2013-03-11 "A" and 2013-03-11 "B".
2. Approval of Elementary Principal "Pool".
3. Acting Principal and Acting Vice Principal – appointments.

#### **Matters Discussed 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: 2013-05-09**

**TOPIC: NOTICE OF MOTION, TRUSTEE L. LARSEN, RE: FOUNDATION  
SKILLS ASSESSMENTS / RANDOM TESTING**

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

THAT WHEREAS the Board values quality assessment practices to support student learning; and

WHEREAS the Board acknowledges that students, parents and teachers benefit from getting current and value-added feedback from effective, high quality assessments; and

WHEREAS the Board recognizes the right of the Province to establish system-wide assessments to monitor performance in specific areas of learning; and

WHEREAS the Board honours and celebrates the quality of the neighbourhood public school that provides a full range of education services to all children.

**THEREFORE BE IT RESOLVED:**

THAT the Board contact the Minister of Education to express concern regarding the misuse of FSA data by the Fraser Institute or by any individual or organization that uses such results to rank schools; and

THAT the Board further suggest to the Minister that if there is no effective way to manage the FSA data so it cannot be used for the purposes of ranking, then such assessments should cease and should be replaced by random sampling provincial assessments.

Respectfully submitted by:

Laurie Larsen  
Trustee

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

**Schedule 3(c)  
of the**

**ADMINISTRATIVE MEMORANDUM  
(Regular)**

MEETING DATE: **2013-05-09**

TOPIC: **CARBON NEUTRAL ACTION REPORT - 2012**

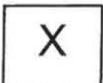
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The attached report was requested by the Ministry of Education for submission prior to 2013-05-30.

**IT IS THEREFORE RECOMMENDED:**

THAT the Board approve the 2012 Carbon Neutral Action Report and a copy of the report be submitted to the Ministry of Education prior to 2013-05-30.

Enclosures:



Submitted by:

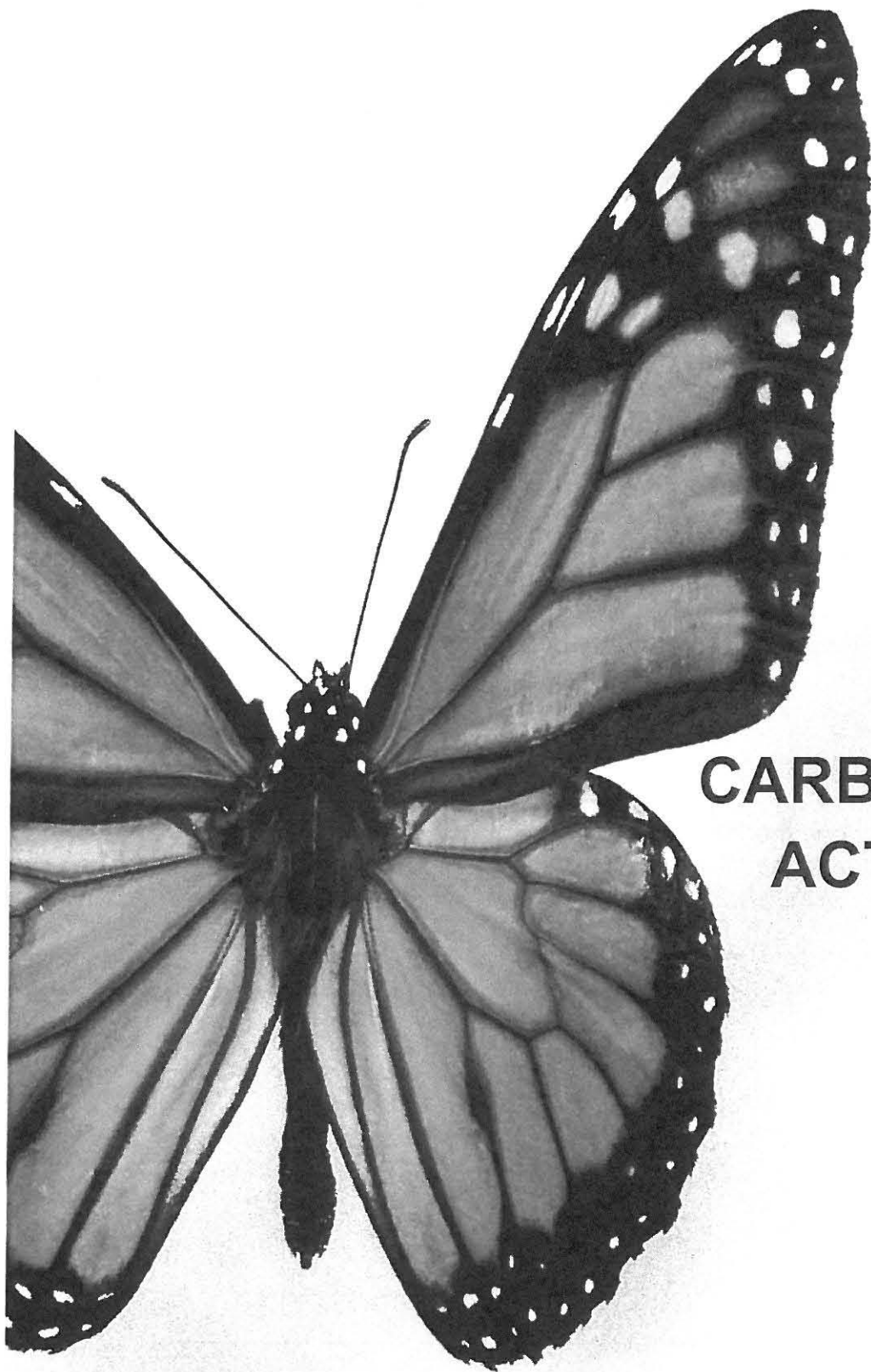


W.D. Noye, Secretary-Treasurer

Approved by:



M.A. McKay, Superintendent



# **CARBON NEUTRAL ACTION REPORT 2012**



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Emissions Reduction Activities	
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### ABOUT THE DESIGN

*We chose to incorporate the monarch butterfly into the design of the Carbon Neutral Action Report 2012 because this striking insect is a symbolic measurement of our environmental stewardship.*

*The monarch's stunning western migration between Canada and Mexico spans three to four generations of the species and 4,000 kilometres. But the monarch is vulnerable to human activity, and recently sustained a 59 per cent drop in population – the lowest since monitoring began 20 years ago. Scientists believe the reduction in monarch butterflies is due to a decline in their primary food source, climate change in their breeding and wintering grounds and certain logging and agricultural practices.*

*Efforts to classify the monarch as a protected species are underway.*



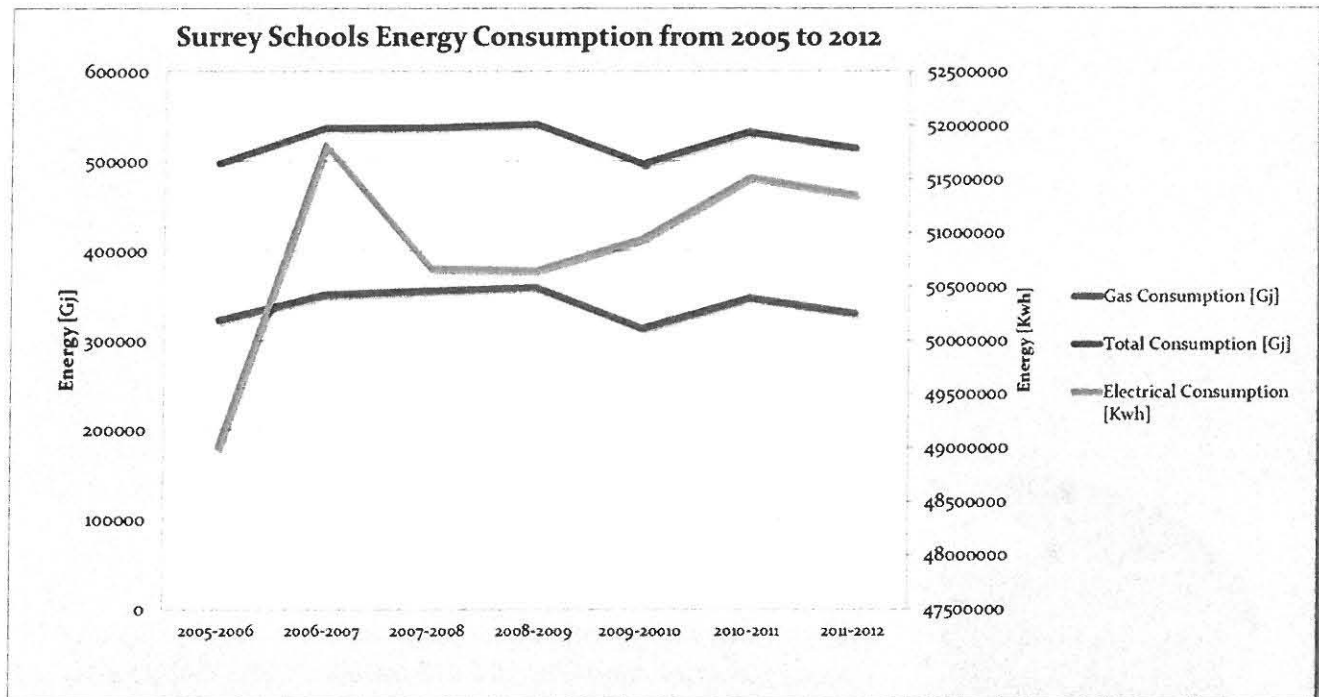


## EXECUTIVE SUMMARY

Surrey Schools was named a winner at the 2012 Power Smart Excellence Awards in the Power Smart Leader category. As a result, the district's energy conservation accomplishments were recognized in local and regional media outlets, including the *Globe and Mail*, the *Vancouver Sun* and *Business in Vancouver*.

Surrey Schools has the largest student enrolment in British Columbia and is one of few school districts in the province with consistent enrolment growth. In spite of the challenges posed by significant growth, energy consumption has been relatively stable and recently in a trend of modest decline.

Surrey Schools takes a strategic approach to energy management and conservation, planning and budgeting technical and behavioural energy conservation measures over a multi-year time frame.



In 2012, Surrey Schools implemented power management software district-wide on more than 13,000 computers.

With funding support from the Public Sector Energy Conservation Agreement, solar walls were installed on south facing gymnasium walls at four secondary schools.



As part of the BC Hydro Continuous Optimization Program, measures to improve building operations were identified at phase one sites, including nine secondary schools and the District Education Centre.

Other significant energy conservation initiatives included various lighting retrofits and replacing boilers at eight schools.

Surrey Schools received \$764,908 from the Carbon Neutral Capital Plan to support ongoing operational improvements to various schools. As well, significant incentive funding was provided through partnerships with BC Hydro and FortisBC Energy Incorporated.

With funding for the position made available from FortisBC, Surrey Schools increased the resources dedicated to energy conservation by hiring an energy specialist.

In addition to technical projects, the district continued to strengthen and expand a diverse range of behavioural projects designed to raise employee and student awareness about energy conservation. Active green teams at schools and the District Education Centre plus district-initiated behavioural change programs involved students and staff at multiple sites.

Wayne Noye  
Secretary Treasurer,  
Surrey Schools

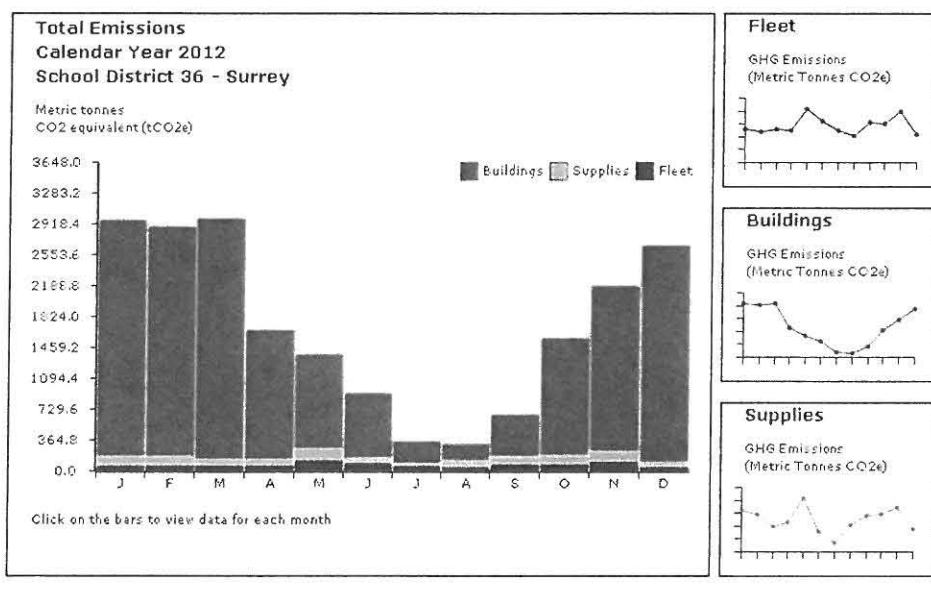




## 2012 GREENHOUSE GAS EMISSIONS

The total greenhouse gas emissions from all sources covered by the Greenhouse Gas Reduction Targets Act (as reported by SMARTTool) are 21,162 tonnes CO<sub>2</sub>e (carbon dioxide emissions).

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 2012

In order to become carbon neutral for 2012, the Surrey Board of Education purchased carbon offsets for 20,925 tonnes of CO<sub>2</sub>e from the Pacific Carbon Trust at a total cost of \$523,125.

Forty tonnes of CO<sub>2</sub>e from the combustion of biomass and biomass-based fuels were reported as part of our greenhouse gas emissions profile in 2012. 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, 197.44 tonnes of CO<sub>2</sub>e resulting from the operation of school buses were reported as part of our greenhouse gas emissions profile in 2012. However, they were not offset as they are out-of-scope under section 4(2) (c) of the Carbon Neutral Government Regulation.





## CHANGES TO GREENHOUSE GAS EMISSIONS AND OFFSETS REPORTING FROM PREVIOUS YEARS

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There are no changes to greenhouse gas emissions and offsets reporting from previous years. As a result of adjustments, Surrey School District has a credit of 292 tonnes of CO<sub>2</sub>e. The surplus of offsets purchased has been applied against our 2012 emissions.





## EMISSIONS REDUCTION ACTIVITIES

### Actions taken to reduce greenhouse gas emissions in 2012

- Power Management software was installed district-wide on 13,000 computers resulting in significant energy savings.
- Investigation reports were completed for the District Education Centre and nine secondary schools enrolled in the BC Hydro Continuous Optimization for Commercial Buildings Program. The objective of the investigation phase is to identify deficiencies and improvements in the operation of mechanical equipment, lighting, and related controls, and determine opportunities for corrective action that reduce energy consumption and preserve the indoor environmental quality. While the investigation phase focuses on low-cost improvements with short paybacks, major capital improvement opportunities were also identified.
- Nine schools in the second phase of the Power Smart Continuous Optimization Multi Building Agreement entered into a nine-month baseline data and investigation phase so that baseline electrical consumption can be determined.
- Solar wall installations (pictured) were completed at four secondary schools to capture and utilize solar energy and reduce fossil fuel consumption, overall building energy use and greenhouse gas emissions created by operation of the facilities.
- Surrey Schools continued to participate in the BC Hydro New Construction Program. Energy efficient lighting design agreements to exceed current lighting power density standards have been completed for five elementary schools and two secondary school additions. Two of the elementary school energy-efficient lighting design projects were completed in 2012.
- Electrical projects, including fluorescent light and lighting control replacements, were completed at nine schools.
- Boiler projects involving upgrade, replacement or the installation of energy-efficient hybridizing models were completed at three secondary schools and six elementary schools.
- High efficiency hot water on-demand systems were installed at five schools.
- Surrey Schools renewed a commitment as a BC Hydro Power Smart Partner to strategically implement energy conservation measures using a multi-year Strategic Energy Management Plan.





- The district further strengthened its conservation partnerships by entering into an Energy Specialist Funding Agreement with FortisBC to retain the services of an energy specialist to identify and enhance energy efficiency opportunities and support the development of a conservation culture.
- Surrey Schools has a goal of reducing district-wide electrical energy consumption by 10,000,000 kWh by 2015. A key component in meeting the district's energy reduction target is student and staff engagement and building energy awareness. In 2012, four Surrey secondary schools took part in an innovative energy awareness project which involved hands-on workshops, energy audits and inter-school competitions. LA Matheson Secondary school went on to win the Energy Conservation Cup competition by reducing electrical energy consumption by 18.2 per cent over a five-day week. An expanded Energy Conservation Cup involving all district secondary schools was developed in preparation for competition in February 2013.
- With support and partial funding from BC Hydro, Surrey Schools also offered the Energy Ambassadors program, an awareness, action and leadership initiative about energy sustainability for secondary school students. The program includes two student workshops, ongoing support and online resources, empowering students to lead real changes.
- IDEAS 36, a secondary student leadership program involving representatives from all 19 secondary schools, met regularly to plan and implement ongoing district and community initiatives. These included advising the Surrey Board of Education on a variety of issues and volunteering for the City of Surrey's Earth Hour, Community Energy and Emissions Plan and environmental activities to protect salmon and trout in Surrey's streams and creeks.
- Incentives and resources such as checklists, posters, banners, monthly electrical intensity reports, social media, newsletters and a shared website were developed to support green teams at schools and the District Education Centre.





## EMISSIONS REDUCTION ACTIVITIES

### Plans to continue reducing greenhouse gas emissions 2013-2015

- ✎ 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 complete the investigation phase for the nine phase 2 sites. Phase 3 sites will begin the investigation phase in July 2013.
- ✎ As part of the Continuous Optimization Program, training and coaching of operations staff will begin in 2013 and continue through 2016.
- ✎ The district will expand the New Construction Program to include efficient energy design agreements for new construction and complete the installation of energy-efficient lighting at three elementary schools and two secondary schools.
- ✎ The district will utilize funding from SolarBC to install solar panels on the roof of Princess Margaret Secondary school.
- ✎ Boiler upgrades or replacements will be completed at nine schools.
- ✎ To date, a lighting retrofit is scheduled for one elementary school and a lighting control project is scheduled for one secondary school.
- ✎ The Workplace Conservation Program will continue into its second year and the number of participating schools will be increased.
- ✎ The Energy Ambassadors Program and other BC Hydro Education Programs such as Energy Campaigns will continue to be offered to schools.
- ✎ The Energy Conservation Cup competition will continue to be offered to all secondary schools.
- ✎ IDEAS 36 will continue as the umbrella organization for Surrey Schools' secondary student leadership.



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

**Schedule 3(d)**

**of the  
ADMINISTRATIVE MEMORANDUM  
(Regular)**

MEETING DATE: 2013-05-09

TOPIC: **CAPITAL PROJECT BYLAW NO. 126627– ANNUAL FACILITIES  
GRANT 2013/14**

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The Board of Education of School District No. 36 (Surrey) received a letter from the Ministry of Education dated 2013-03-18, providing the District with a total Annual Facilities Grant for 2013/14 year in the amount of \$11,108,204 of which \$7,037,152 is designated as capital funding and requires the Board to adopt a bylaw.

<u>Project No.</u>	<u>Project Description</u>	<u>Amount</u>
126627	Annual Facilities Grant for 2013/14	\$7,037,152

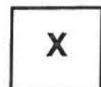
**IT IS THEREFORE RECOMMENDED:**

THAT Capital Project Bylaw No. 126627 be given three (3) readings at this meeting (vote must be unanimous).


**BYLAW RECOMMENDATION:**

1. THAT Capital Project Bylaw No. 126627 be approved as read a first time.
2. THAT Capital Project Bylaw No. 126627 be approved as read a second time.
3. THAT Capital Project Bylaw No. 126627 be approved as read a third time and finally adopted.

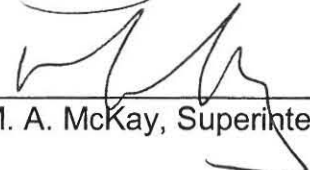
Enclosures:



Submitted by:

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

Approved by:

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

**CAPITAL BYLAW NO. 126627  
ANNUAL FACILITIES GRANT 2013/2014**

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. 126627.

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 \$7,037,152 for Project No. 126627 is hereby adopted.
2. This Bylaw may be cited as School District No. 36 (Surrey) Capital Bylaw No. 126627.

READ A FIRST TIME THE 9<sup>TH</sup> DAY OF MAY, 2013;

READ A SECOND TIME THE 9<sup>TH</sup> DAY OF MAY, 2013;

READ A THIRD TIME, PASSED AND ADOPTED THE 9<sup>TH</sup> DAY OF MAY, 2013.

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

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

I HEREBY CERTIFY this to be a true and original School District No. 36 (Surrey) Capital Bylaw No. 126627 adopted by the Board the 9<sup>th</sup> day of May, 2013.

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



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

**Schedule 3(e)**

**of the  
ADMINISTRATIVE MEMORANDUM  
(Regular)**

**MEETING DATE: 2013-05-09**

**TOPIC: STATEMENT OF OPERATING FUND EXPENDITURES - NINE  
MONTHS ENDED 2013-03-31**

---

Attached is the Statement of Operating Fund Expenditures for the nine (9) months ended 2013-03-31.

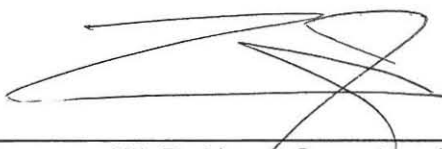
**RECOMMENDATION:**

THAT the Board accept the Statement of Operating Fund Expenditures for the nine (9) months ended 2013-03-31, as presented.

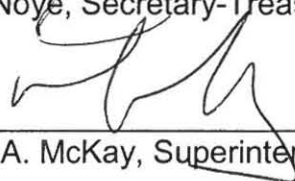
Enclosures:



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, 2013

<u>Function</u>	<u>Actual</u>	<u>Commitments</u>	<u>Total</u>	<u>2012/2013 Amended Budget</u>	<u>Unencumbered Balance</u>	<u>% Available</u>
Instruction	348,206,125	2,481,458	<b>350,687,583</b>	520,119,292	169,431,709	32.58%
District Administration	8,611,499	277,105	<b>8,888,604</b>	12,733,737	3,845,133	30.20%
Operations & Maintenance	43,033,353	3,632,328	<b>46,665,681</b>	62,949,612	16,283,931	25.87%
Transportation & Housing	3,310,080	710,117	<b>4,020,197</b>	5,296,677	1,276,480	24.10%
Debt Service			<b>0</b>	0	0	0.00%
<b>Total Expenditures</b>	<b>403,161,057</b>	<b>7,101,008</b>	<b>410,262,065</b>	<b>601,099,318</b>	<b>190,837,253</b>	<b>31.75%</b>

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

**Schedule 3(f)**

**of the  
ADMINISTRATIVE MEMORANDUM  
(Regular)**

**MEETING DATE: 2013-05-09**

**TOPIC: INTERIM FINANCIAL REPORT - SPECIAL PURPOSE FUNDS -  
NINE MONTHS ENDED 2013-03-31**

---

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.

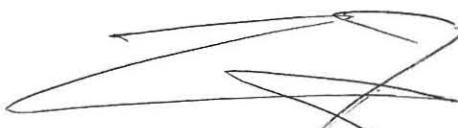
**RECOMMENDATION:**

THAT the Board accept the Special Purpose Fund Schedules for the nine (9) months ended 2013-03-31 as presented.

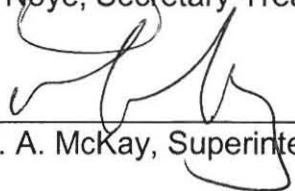
Enclosures:



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, 2013**

**SCHEDULE B1**

	MINISTRY OF EDUCATION DESIGNATED	OTHER	SCHOOL GENERATED FUNDS	RELATED ENTITIES	TOTAL
<b>DEFERRED CONTRIBUTIONS</b>					
DEFERRED CONTRIBUTIONS, BEGINNING OF YEAR	248,172	3,906,517	2,776,412		6,931,101
Transfer from Operating Surplus June 30, 2012		104,925			104,925
<b>Add:</b> Contributions received					
Provincial Grants - Ministry of Education	3,039,216	8,750,773			11,789,989
Provincial Grants - Other					
Federal Grants		331,176			331,176
Other Revenue		1,421,409	10,863,568		12,284,977
Investment Income	465	5,541			6,006
Transfer Bylaw to AFG					
	3,039,681	10,508,899	10,863,568		24,412,148
<b>Less:</b> Allocated to Revenue	3,090,774	9,626,558	9,118,116		21,835,448
Recovered					
District Entered					
DEFERRED CONTRIBUTIONS, END OF YEAR	197,079	4,893,783	4,521,864		9,612,726
<b>REVENUE</b>					
Provincial Grants - Ministry of Education	3,090,309	6,833,661			9,923,970
Provincial Grants - Other		89,060			89,060
Federal Grants		429,004			429,004
Other Revenue		2,269,292	9,118,116		11,387,408
Investment Income	465	5,541			6,006
Gain (Loss) Equity Investment (Note )					
	3,090,774	9,626,558	9,118,116		21,835,448
<b>EXPENSE</b>					
Salaries					
Teachers	283,851	1,830,416			2,114,267
Principals and Vice-Principals					
Educational Assistants	28,296	9,340			37,636
Support Staff	83,339	3,084,109			3,167,448
Other Professionals		364,508			364,508
Substitutes	2,826	57,438			60,264
	398,312	5,345,811			5,744,123
Employee Benefits	86,178	1,154,898			1,241,076
Services and Supplies	2,608,411	2,867,183	9,118,116		14,593,710
	3,092,901	9,367,892	9,118,116		21,578,909
NET REVENUE (EXPENSE) BEFORE INTERFUND TRANSFERS	-2,127	258,666			256,539
<b>INTERFUND TRANSFERS</b>					
Capital Assets Purchased		-297,960			-297,960
Other					
		-297,960			-297,960
NET REVENUE (EXPENSE)	-2,127	-39,294			-41,421

**SCHOOL DISTRICT NO.36 (SURREY)**  
**SPECIAL PURPOSE FUNDS**  
**CHANGES IN MINISTRY OF EDUCATION DESIGNATED SPECIAL PURPOSE FUNDS**  
**PERIOD ENDED March 31, 2013**

**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	2,492,872	144,563	64,377	173,705	97,475	66,224	3,039,216
Provincial Grants - Other	RBC							
Federal Grants	RGC							
Other Revenue	ROT							
Investment Income	RIN	465						465
Transfer Bylaw to AFG								
		2,493,337	144,563	64,377	173,705	97,475	66,224	3,039,681
Less: Allocated to Revenue		2,588,965	104,918	75,549	171,730	91,218	58,394	3,090,774
Recovered								
District Entered								
DEFERRED CONTRIBUTIONS, END OF YEAR			151,469		23,462	6,257	15,891	197,079
<b>REVENUE AND EXPENSE</b>								
<b>REVENUE</b>								
Provincial Grants - Ministry of Education	RME	2,588,500	104,918	75,549	171,730	91,218	58,394	3,090,309
Provincial Grants - Other	RBC							
Federal Grants	RGC							
Other Revenue	ROT							
Investment Income	RIN	465						465
		2,588,965	104,918	75,549	171,730	91,218	58,394	3,090,774
<b>EXPENSE</b>								
Salaries								
Teachers	ETS			60,344	119,319	59,347	44,841	283,851
Principals and Vice-Principals	EAS							
Educational Assistants	ESA				16,581	11,715		28,296
Support Staff	ESC	83,339						83,339
Other Professionals	ESP							
Substitutes	ESU						2,826	2,826
		83,339		60,344	135,900	71,062	47,667	398,312
Employee Benefits	EEB	19,312		12,721	29,085	16,504	8,556	86,178
Services and Supplies	ESR	2,486,314	104,918	4,611	6,745	3,652	2,171	2,608,411
		2,588,965	104,918	77,676	171,730	91,218	58,394	3,092,901
NET REVENUE (EXPENSE) BEFORE INTERFUND TRANSFERS				-2,127				-2,127
<b>INTERFUND TRANSFERS</b>								
Capital Assets Purchased	ECA							
Other (Note)	EIT							
NET REVENUE (EXPENSE)				-2,127				-2,127

**SCHOOL DISTRICT NO.36 (SURREY)**  
**SPECIAL PURPOSE FUNDS**  
**CHANGES IN OTHER TRUST FUNDS**  
**PERIOD ENDED March 31, 2013**

**SCHEDULE B3**

		600 SCHOOL MEALS  AE	LEARNING IMPROVEMENT FUND  AN	READY SET LEARN  AO	STRONG START  AP	641 FRENCH  AT	640 LITERACY INNOVATION  AU	601 COMMUNITY SCHOOLS  AX	645 INTENSIVE CORE FRENCH  AY	602 INNER CITY SCHOOLS  BE	DIVERSE YOUTH GANG  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				289,310	106,991						
Add: Contributions received											
Provincial Grants - Ministry of Education	RME	1,400,000	5,014,535	173,215	519,200	365,928		1,090,764		187,131	
Provincial Grants - Other	RBC										
Federal Grants	RGC										
Other Revenue	ROT	161,626						607,733			
Investment Income	RIN										
		1,561,626	5,014,535	173,215	519,200	365,928		1,698,497		187,131	
Less: Allocated to Revenue		1,470,172	4,105,794	140,760	519,200	477,219	6,989	1,307,838	9,536	86,731	88,560
Recovered											
District Entered											
DEFERRED CONTRIBUTIONS, END OF YEAR		91,454	908,741	321,765	106,991	264,892	259,483	1,018,076	70,788	492,477	110,760
<b>REVENUE AND EXPENSE</b>											
<b>REVENUE</b>											
Provincial Grants - Ministry of Education	RME	1,308,546	4,105,794	140,760	519,200	477,219	6,989	178,886	9,536	86,731	
Provincial Grants - Other	RBC										88,560
Federal Grants	RGC										
Other Revenue	ROT	161,626						1,128,952			
Investment Income	RIN										
		1,470,172	4,105,794	140,760	519,200	477,219	6,989	1,307,838	9,536	86,731	88,560
<b>EXPENSE</b>											
Salaries											
Teachers	ETS		1,567,919	83,878		105,778	4,502	13,012		5,584	
Principals and Vice-Principals	EAS										
Educational Assistants	ESA			7,328	744					200	
Support Salaries	ESC	227,896	1,765,278	260	318,110	2,533		558,076		-7	31,776
Other Professionals	ESP	51,506			43,669			202,589			
Substitutes	ESU	28,387	25,221								
		307,789	3,358,418	91,466	362,523	108,311	4,502	773,677		5,777	31,776
Employee Benefits	EEB	75,392	741,015	3,401	105,734	6,983		154,734		1,769	7,946
Services and Supplies	ESR	1,086,991	6,361	45,893	56,621	361,925	2,487	379,427	9,536	79,185	48,838
		1,470,172	4,105,794	140,760	524,878	477,219	6,989	1,307,838	9,536	86,731	88,560
NET REVENUE (EXPENSE) BEFORE INTERFUND TRANSFERS					-5,678						
<b>INTERFUND TRANSFERS</b>											
Capital Assets Purchased	ECA										
Other (Note)	EIT										
NET REVENUE (EXPENSE)					-5,678						

**SCHOOL DISTRICT NO.36 (SURREY)**  
**SPECIAL PURPOSE FUNDS**  
**CHANGES IN OTHER TRUST FUNDS**  
**PERIOD ENDED March 31, 2013**

**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		-268,896	-10,379				-12,101		104,925
Add: Contributions received									
Provincial Grants - Ministry of Education	RME								8,750,773
Provincial Grants - Other	RBC								
Federal Grants	RGC			169,961	161,215				331,176
Other Revenue	ROT						411,182	240,868	1,421,409
Investment Income	RIN						5,541		5,541
				169,961	161,215		416,723	240,868	10,508,899
Less: Allocated to Revenue				221,102	207,902	500	581,845	402,410	9,626,558
Recovered									
District Entered									
DEFERRED CONTRIBUTIONS, END OF YEAR					78,661	39,500	1,007,908	134,388	4,905,884
<b>REVENUE AND EXPENSE</b>									
<b>REVENUE</b>									
Provincial Grants - Ministry of Education	RME								6,833,661
Provincial Grants - Other	RBC					500			89,060
Federal Grants	RGC			221,102	207,902				429,004
Other Revenue	ROT						576,304	402,410	2,269,292
Investment Income	RIN						5,541		5,541
				221,102	207,902	500	581,845	402,410	9,626,558
<b>EXPENSE</b>									
Salaries									
Teachers	ETS			46,511			3,232		1,830,416
Principals and Vice-Principals	EAS								
Educational Assistants	ESA						1,068		9,340
Support Salaries	ESC			84,810	95,377				3,084,109
Other Professionals	ESP			66,744					364,508
Substitutes	ESU				3,830				57,438
				198,065	99,207		4,300		5,345,811
Employee Benefits	EEB			37,660	20,003		261		1,154,898
Services and Supplies	ESR			31,093	88,692		501,315	168,819	2,867,183
				266,818	207,902		505,876	168,819	9,367,892
NET REVENUE (EXPENSE) BEFORE INTERFUND TRANSFERS				-45,716		500	75,969	233,591	258,666
									258,666
<b>INTERFUND TRANSFERS</b>									
Capital Assets Purchased	ECA					-500	-63,869	-233,591	-297,960
Other (Note)	EIT								
						-500	-75,969	-233,591	-310,060
NET REVENUE (EXPENSE)				-45,716					-51,394

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

**Schedule 4(b)**

**of the  
ADMINISTRATIVE MEMORANDUM  
(Regular)**

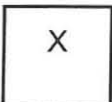
MEETING DATE: 2013-05-09

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

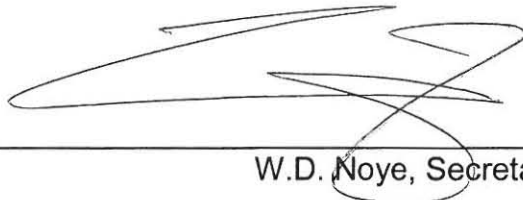
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The attached report is submitted in accordance with Board direction given on 1992-02-27.

Enclosures:



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



W.D. Noye, Secretary-Treasurer

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



M.A. McKay, Superintendent

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

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

***As of May 9, 2013***

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.

---

### **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;
- 2012-11-22 Board approved contract award to Preview Builders International Inc.;
- 2014-03 Anticipated Completion.

### **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;
- 2013-06 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 2003/2006 Capital Plan for an addition to increase capacity from 80K + 425 to 80K + 550 student spaces in year 2 (2004-05);
- 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;
- 2012-11-22 Board approved contract award to Envoy Construction Services Ltd.;
- 2014-01 Anticipated Completion.

**Site #153 Adams Road Elementary** (Addition)

- 2013-02-14 Board appointed KMBR Architects & Planners to prepare a Project Definition Report (PDR).

**Site #177 Grandview Area Secondary** (New School)

- 2013-02-14 Board appointed Craven Huston Powers Architects to prepare a Project Definition Report (PDR).

**Site #189 Rosemary Heights Elementary** (Addition)

- 2013-02-14 Board appointed Grant + Sinclair Architects to prepare a Project Definition Report (PDR).

**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.;
- 2014-03 Anticipated Completion.

**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.;
- 2013-08 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.;
- 2013-12 Anticipated Completion.

**Site #215 Clayton North Area Secondary** (New School)

- 2013-02-14 Board approved KMBR Architects & Planners to prepare a Project Definition Report (PDR);
- 2013-02-15 BC Government announced funding;
- 2013-02-28 Board appointed KMBR Architects & Planners as Project Architect.

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

**Schedule 4(c)  
of the**

**ADMINISTRATIVE MEMORANDUM  
(Regular)**

MEETING DATE: **2013-05-09**

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: **2013-05-09**

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

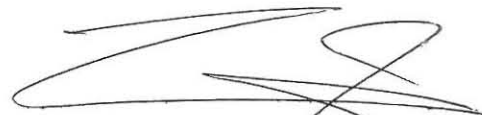
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No items.

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: **2013-05-09**


TOPIC: **FUTURE MEETINGS**

DATE	TIME	PLACE	EVENT
Thursday, June 6/13	7:00 pm	District Ed. Centre	Regular Board
Thursday, June 20/13	7:00 pm	District Ed. Centre	Regular Board

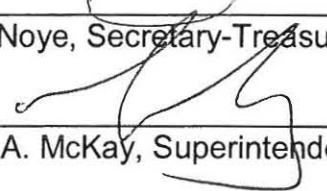
Enclosures:

☐

Submitted by:

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

Approved by:

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