

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

**MEETING DATE:** 2015-06-18

**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" – *Woodward Hill Elementary*
- (b) Approval of Agenda
- (c) Presentation – Fraser Heights, Science Academy – Students, James Ahn, Department Head; Sheila Morissette, Principal
- (d) Presentation – Frost Road Elementary Students, Monika Tusnady, French Teacher

2. DELEGATIONS

Children's Partnerships Surrey White Rock – Penny Coates, Coordinator

3. ACTION ITEMS

- (a) Adoption of Minutes of Regular Board Meeting Held 2015-06-04
- (b) Report of the 2015-2016 Budget Committee
- (c) Award of Construction Contract Morgan Elementary (Site 188) – Four Classroom Addition and Rosemary Heights Elementary (Site 189) – Two Classroom Addition (*to be distributed*)
- (d) Long Range Facility and Education Plan

4. INFORMATION & PROPOSALS

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

REGULAR BOARD MEETING  
**AGENDA**

MEETING DATE: 2015-06-18 TIME: 7:00 p.m.

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

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- (c) Report on Business Development Financial Activity for the Six Months Ended 2014-12-31
- (d) 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

*Vision Statement*

***“We prepare our learners to think creatively and critically, communicate skilfully, and demonstrate care for self and others.”***

**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 in NOT intended:

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

Please be mindful of Board Policy #2400 – *School Board Meetings & Trustee In-Service Sessions*, which states:

- Informal question periods of up to thirty (30) minutes duration will be provided during the same evening on which Regular Board meetings are held each month, after adjournment of the meeting.
- The question period is intended to enable members of the community and executives of the Surrey Teachers' Association and Canadian Union of Public Employees Local 728 to obtain information from the Board that cannot be provided by staff. The question period is not to be used as a political forum, or for furthering presentations by delegations, or to deal with matters that should properly be dealt with through other channels such as liaison committees.
- Individuals in their role as employees of the school district shall channel their questions through an executive member of the employee group to which they belong.
- Persons directing questions to the Board shall do so in writing on the form provided. Written questions may be read by the initiator before being presented to the Board Chairperson. Those directing questions to the Board, shall identify themselves by giving their names and addresses. Each individual shall be limited to one question, as well as one follow up question on the same topic, if clarification is necessary.
- Should a question be asked on topics where Trustees will not have, and cannot be expected to have, information necessary to respond appropriately, a written response will be provided as soon as possible.

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

**Schedule 1 (b)  
of the**

**ADMINISTRATIVE MEMORANDUM  
(Regular)**

**MEETING DATE: 2015-06-18**

**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:

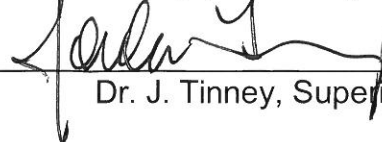


Submitted by:

Approved by:



W.D. Noye, Secretary-Treasurer



Dr. J. Tinney, Superintendent



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

**Schedule 3 (a)  
of the**

**ADMINISTRATIVE MEMORANDUM  
(Regular)**

**MEETING DATE: 2015-06-18**

**TOPIC: ADOPTION OF MINUTES OF REGULAR BOARD MEETING  
HELD 2015-06-04**

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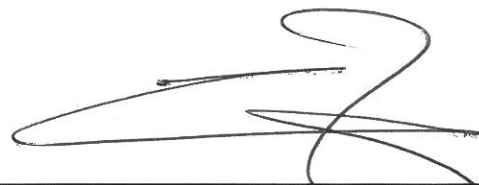
**IT IS RECOMMENDED:**

THAT the Minutes of the Regular Board meeting held 2015-06-04 be adopted as circulated.

Enclosures:

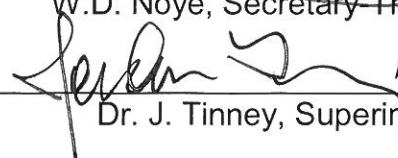


Submitted by:

A handwritten signature in dark ink, appearing to be 'W.D. Noye', written over a horizontal line.

W.D. Noye, Secretary-Treasurer

Approved by:

A handwritten signature in dark ink, appearing to be 'Dr. J. Tinney', written over a horizontal line.

Dr. J. Tinney, Superintendent

**MINUTES OF THE REGULAR MEETING OF THE BOARD OF EDUCATION OF SCHOOL DISTRICT NO. 36 (SURREY) HELD IN ROOM #2020 OF THE DISTRICT EDUCATION CENTRE ON THURSDAY, JUNE 4<sup>th</sup>, 2015 at 7:30 P.M.**

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**IN ATTENDANCE**

**Trustees**

S. Wilson, Chairperson  
B. Holmes  
L. McNally  
G. Thind  
G. Tymoschuk

**Staff**

Dr. J. Tinney, Superintendent  
W. Noye, Secretary-Treasurer  
K. Botsford, Executive Assistant

**Absent**

L. Larsen, Vice Chairperson  
T. Allen

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[1] **CALL TO ORDER**

Chairperson Wilson called the meeting to order at 7:32 p.m.

**Presenters & Staff:**

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

Patti Dundas, Assistant Secretary-Treasurer; Susan Hagen, Teacher, Sunnyside Elementary; Brad Helland, Principal Sunnyside Elementary; Pat Horstead, Assistant Superintendent; Lois Layton, Principal, Mary Jane Shannon Elementary; Kerry Magnus, Associate Director, Business Management Services; Doug Strachan, Manager, Communications Services.

- (a) "O Canada"  
Trustees, Administration and the audience sang "O Canada" accompanied by the Sunnyside Elementary Jazz Band.

- (b) Approval of Agenda of Regular Board Meeting

It was moved by Trustee Tymoschuk, seconded by Trustee Holmes:

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

CARRIED

- (c) Presentation Sunnyside Elementary Jazz Band – Susan Hagen, Teacher

Brad Helland, Principal Sunnyside Elementary introduced the Jazz Band and Ms. Hagen, their band teacher. The jazz band (over 30 students) is

Cont'd...

comprised of Grade 6 and 7 students mostly from Sunnyside with a few students from neighbouring schools: Pacific Heights, Colebrook and Bayridge. Mr. Helland pointed out that a handful of Alumni who now attend Semiahmoo Secondary came to play with the Band tonight. He thanked the Board for their ongoing support for music and band programs in the District.

In addition to playing an inspiring version of "O Canada" to start the Board meeting, the Band played three jazz pieces. Ms. Hagen introduced the songs and the soloists.

Chairperson Wilson thanked the band for their wonderful performance. Trustee Tymoschuk commended the musicians for their amazing skill at such a young age. Trustee Holmes pointed out that the musician's passion for music was evident and that they did an excellent job on all the songs. Chairperson Wilson thanked Ms. Hagen for taking the time to bring her students to the Board meeting. He noted that it requires a lot of coordination and effort to bring the students, instruments and equipment. Chairperson Wilson expressed the Board's appreciation to Ms. Hagen for her commitment to the music program and to her students. He pointed out that the success of her students can be attributed to Ms. Hagen.

Ms. Hagen thanked the parents who accompanied the students for their support and help.

Chairperson Wilson called a recess at 7:55 p.m.

Chairperson Wilson called the meeting to order at 8:05 p.m.

(d) Presentation – TELUS re: After School Programs, Lena Shaw and Mary Jane Shannon Elementary

Chairperson Wilson welcomed Alasdair Fraser from TELUS to the Board meeting. He thanked Mr. Fraser and the TELUS Vancouver Community Board for their support of students in Surrey. He indicated that TELUS has been a long-time supporter of programs in the district and that the Board appreciates the financial commitment. Chairperson Wilson called upon Pat Horstead, the Assistant Superintendent to say a few words about the program that TELUS is funding. Ms. Horstead spoke about the program *Building Opportunities for Students (BOS)*. BOS is an after school career exploration program for elementary students. The program includes vocational exploration, physical activities, and field trips to a variety of businesses. Students come to realize that there are many possibilities for a career after school. Social and emotional skills are developed, the program fosters respect and provides hope for students. Ms. Horstead introduced the Principal of Mary Jane Shannon, Lois Layton, who thanked TELUS and introduced two Grade 6 students Nicole and Luke who have been attending the program.

Both Nicole and Luke spoke about the numerous activities they have participated in through the program including field trips to the Lululemon Head Office, Fresh Farms, Simon Fraser University and a farm with lamas. On their trip to Lululemon they stopped at the beach as some members of their group had never seen the ocean. They mentioned that they have been encouraged to dream big and have enjoyed exploring potential careers such as: hockey, computer coding, science, and manufacturing. They indicated that their group has initiated a fundraiser by making and selling bow ties. To date they have raised \$300. They both spoke about how the group has come together and have made friends and consider one another family through this time spent together. They have been challenged, have conquered fears and have stepped outside their comfort zones.

Chairperson Wilson thanked the students for their excellent presentation. He called upon Mr. Fraser to come forward to unveil the cheque for \$15,000 to continue the support for the BOS program and presented a plaque of appreciation to Mr. Fraser.

Mr. Fraser thanked the Board indicating that TELUS is pleased to support Surrey. He acknowledged that funds are tight and that the Surrey School District applications are well done and the programs we present for funding are great. He mentioned that Surrey has an outstanding Board and staff. Mr. Fraser said that we often do not do enough to celebrate the good things that are happening and cited the BOS program and the fine musicians who preceded the TELUS presentation. He applauded the work being done in Surrey and referred to Nicole and Luke as being jewels and very self-assured. He closed by saying that TELUS is pleased to be a supporter of Surrey Schools.

Chairperson Wilson thanked Mr. Fraser again saying that without corporate sponsorship after school programs would not be available to students.

[2] **DELEGATIONS**

No items.

[3] **ACTION ITEMS**

(a) **Adoption of Minutes of Regular Board Meeting Held 2015-05-14**

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

THAT the Minutes of the Regular Board meeting held 2015-05-14 be approved as circulated.

**CARRIED**

(b) Award of Construction Contract Adams Road Elementary (Site 153) Ten Classroom Addition

It was moved by Trustee Tymoschuk, seconded by Trustee Holmes:

THAT the Board's signing officers be authorized to execute a standard Stipulated Price Construction Contract with the lowest qualified bidder, Olivit Construction Ltd., in the total amount of \$3,187,000 (excluding GST) for the addition at Adams Road Elementary (Site 153), located 18228 – 68 Avenue.

CARRIED

(c) Policy Development and Review Project – Completed Segments

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

THAT the Board approve the following revised policies and regulations:

- |                  |  |
|------------------|--|
| a) Policy #1050  | Vision Statement & Guiding Principles                                  |
| b) Policy #2320  | Board Committees and Trustee Representation                            |
| c) Policy #2400  | School Board Meetings and Trustee In-Service Sessions                  |
| d) Policy #2915  | Trustee Elections – Chairperson and Vice Chairperson                   |
| e) Policy #2925  | Trustees – Provision of Resources                                      |
| f) Policy #3205  | Senior Administrators Performance Reviews and Professional Development |
| g) Policy #4104  | District Generated Revenue   |
| h) Policy #4105  | Investment of Funds  |
| i) Policy #4202  | Authority for Expenditures   |
| j) Policy #4410  | Travel Expense Reimbursement   |
| k) Reg. #4410.1  | Travel Expense Reimbursement – In District                             |
| l) Reg. #4410.2  | Travel Expense Reimbursement – Out of District                         |
| m) Policy #5701  | Records and Information Management                                     |
| n) Policy #6701  | Portable and Modular Classrooms  |
| o) Policy #10800 | Education Business Community Partnerships                              |

CARRIED

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**[4] INFORMATION & PROPOSALS****(a) Trustee Reports**

Chairperson Wilson reported on Trustees activities since the last Board meeting. A copy of the report is available on the website.

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

Trustees received a progress report regarding active capital projects.

**(c) Report on Portable Moves and Inventory**

Wayne Noye, Secretary-Treasurer, highlighted the report for the Trustees including the history of portables in Surrey, the current inventory of portables and the movement of portables this summer. Currently there are 274 portables in Surrey. There will be 31 portables moving this summer at a cost of \$20,000 per portable. In addition the district pays to maintain the portables out of the operating budget.

It was moved by Trustee Tymoschuk, seconded by Trustee Holmes:

THAT the Board receive the attached reports on portable classrooms for information.

CARRIED

**(d) Update on Liaison Meeting with the City of Surrey**

Superintendent, Dr. Jordan Tinney provided the Trustees with an update on the meeting with the Mayor and Councillors held on Monday, June 1<sup>st</sup>.

The Mayor and all Councillors attended as did numerous city staff. The meeting was very productive; the number one agenda item discussed was capital needs in the School District due to the population growth in Surrey. The Board requested that the City help advocate for additional capital funding. The Board is also seeking collaboration in advocating for a new funding formula that would include geographic needs, specifically, urban growth. If a new funding factor is not introduced, and new schools are not provided, then the Board would seek funding for portable costs including annual movement and maintenance costs.

The Board also discussed Bill 11 and the impact on Surrey including the forced implementation of shared services. Two hours were spent with the Mayor and Council and it was agreed that the Board and City would meet again in the near future.

Trustee Holmes thanked staff for organizing the meeting with the City and for all their work behind the scenes, advocating for the District. He pointed out

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that recently staff spent a day touring Ministry personnel through the District in order to provide an opportunity for staff to see first-hand the growth in Surrey and the need for capital funds.

(e) Incoming Correspondence

There were no correspondence items requiring Trustees' attention.

[5] **FUTURE BUSINESS**

(a) Items for Future Discussion

The Trustees noted topics requiring discussion by the Board in the future, outlined 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 Tymoschuk, seconded by Trustee Thind:

THAT the Regular meeting of the Board be adjourned at 8:45 p.m.  
CARRIED

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S. Wilson  
Chairperson

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W. Noye  
Secretary-Treasurer

WDN/kb

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

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

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

**2015-05-11 MEETING**

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#### **Trustees Present:**

S. Wilson, Chairperson  
L. Larsen, Vice Chairperson  
T. Allen  
B. Holmes  
L. McNally  
G. Thind  
G. Tymoschuk

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

1. Disciplinary Matters
2. Approval of Elementary Vice Principal Pool
3. Personnel Matter



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

**BOARD OF EDUCATION  
of  
SCHOOL DISTRICT NO. 36 (SURREY)  
REPORT OF (IN-CAMERA) BOARD MEETING  
2015-05-14 MEETING**

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**Trustees Present:**

S. Wilson, Chairperson  
L. Larsen, Vice Chairperson  
T. Allen  
B. Holmes  
L. McNally  
G. Thind  
G. Tymoschuk

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**Decisions Made by the Board Included:**

1. Approval of Minutes
2. Approval of Public Records
3. Change to Summer Learning Appointment
4. Elementary Vice Principal Appointments and Assignments
5. District Principal Education Services Appointment and Assignment
6. Reassignment of Principal, Summer Learning and Newton Continuing Education
7. Secondary Vice Principal Appointments and Assignments
8. Contract Renewals, Principals and Vice Principals

**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: **2015-06-18**

TOPIC: **REPORT OF THE 2015/2016 BUDGET COMMITTEE**

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**ANNUAL BUDGET FOR 2015/2016**

The 2015/2016 Budget Committee began its deliberations early in January and held several meetings in subsequent months. The Budget Committee met with various groups to hear about the educational needs of students in the school district and to better appreciate and understand stakeholders' concerns. The Budget Committee received input from elementary and secondary school administration as well as from parents and employee stakeholders through group forum discussions. In addition, the Budget Committee received input from stakeholder and community groups on various initiatives to be considered in the development of the Board's budget.

The annual budget is comprised of three components: Operating Fund, Special Purpose Funds and the Capital Fund.

**OPERATING FUND**

**The Operating Budget Process**

Our current budget challenges are very different from those faced by other school districts. Surrey has benefited from rapidly increasing student enrolment over the past decade and the per pupil funding formula has been helpful during this time of growth. However, with enrolment predicted to be flat over the next three years, and with only modest grant revenues from student growth increases expected, it is not enough to maintain the same levels of service year after year.

**Enrolment**

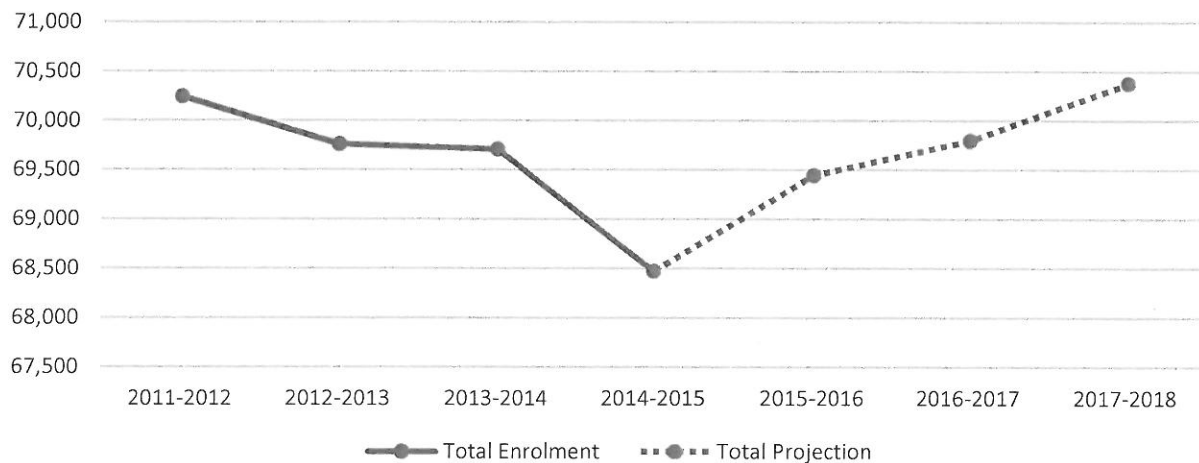
Graph 1 shows the change in the total full-time equivalent student enrolment, including school-aged students, adults and distributed learning (Surrey Connect) students for the full year since 2011/2012, as well as projected enrolment for the next few years. The projected enrolment for 2015/2016 is estimated to be 69,446 students FTE.

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SCHEDULE: 3 (b)

TOPIC: REPORT OF THE 2015/2016 BUDGET COMMITTEE

Graph 1 - Projected Enrolment



### Operating Grants for 2015/2016

On March 12, 2015, the Ministry of Education made a total of \$4.827 billion available to school districts for the 2015/2016 school year for a projected enrolment of 535,217 full year students (FTEs). This announcement included new funding for labour settlements with teachers and support staff. Also announced were the administrative savings targets to be applied to all school districts as a proportion of the district's operating grant to the total operating grants.

Surrey's preliminary grant allocation is \$582.6 million, which includes an administrative savings target reduction of \$3.5 million for 2015-2016 fiscal year. The district's preliminary grant is based upon a projection of 69,446 student FTE's for the full year. A detailed distribution of grants and funding rates can be found on the Ministry of Education website [www.bced.gov.bc.ca/k12funding/](http://www.bced.gov.bc.ca/k12funding/).

### Operating Budget for 2015/2016

The Board continues to recognize its three-fold strategy (**reduce expenditures, increase operational efficiencies, increase revenues,**) must be manageable and sustainable. This work is continuous, with much more work to be done in reviewing and changing our operating structures so that resources can be reallocated to the Board's highest priorities.

### Administrative Savings Targets

The Board makes every effort to ensure that resources are allocated to support direct services to students. This continues to be recognized within the 2015/2016 operating budget, with reductions focused as much as possible away from direct impact to

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SCHEDULE: 3 (b)

TOPIC: REPORT OF THE 2015/2016 BUDGET COMMITTEE

classrooms. As shown in the tables below, district administration, as a percentage of the total operating budget, continues to be one of the lowest in the province, despite increased student enrolment and additional staffing FTE.

An anticipated budget surplus of \$8.7 million projected for the end of June 2015, will balance the 2015/2016 operating budget. However, the use of surplus funds to support on-going expenditures does create financial challenges that will need to be addressed.

#### **Net Position Control Changes for 2015/2016 Operating Fund**

| <b>Position Control</b>        | <b>2015/2016<br/>Preliminary</b> | <b>2014/2015<br/>Final</b> | <b>Change</b> |
|--------------------------------|----------------------------------|----------------------------|---------------|
| Principals and Vice Principals | 242                              | 240                        | 2             |
| Teachers                       | 3,863                            | 3,873                      | -10           |
| Other Professional Staff       | 90                               | 93                         | -3            |
| Educational Assistants         | 1,299                            | 1,276                      | 23            |
| Support Staff                  | 1,086                            | 1,090                      | -4            |
| <b>Total:</b>                  | <b>6,580</b>                     | <b>6,572</b>               | <b>8</b>      |

#### **Expenditures by Major Functions within the Operating Fund**

| <b>Major Functions</b>     | <b>2015/2016<br/>Preliminary</b> | <b>2014/2015<br/>Final</b> | <b>Change</b> |
|----------------------------|----------------------------------|----------------------------|---------------|
| Instruction                | 86.48%                           | 86.71%                     | -0.23%        |
| District Administration    | 2.03%                            | 2.03%                      | 0.00%         |
| Operations and Maintenance | 10.63%                           | 10.39%                     | 0.24%         |
| Transportation and Housing | 0.86%                            | 0.87%                      | -0.01%        |
| <b>Total:</b>              | <b>100.00%</b>                   | <b>100.00%</b>             |               |

#### **SPECIAL PURPOSE FUNDS**

The Board of Education receives restricted funds that are specifically targeted towards various programs or activities. These include Ministry designated activities, such as Annual Facility Grants, Learning Improvement Funds, Community Link Funds, Strong Start, Ready, Set, Learn and Provincial Resource Programs. Other restricted funds include Parent Advisory Councils Funds, Scholarships and other specifically targeted funds for targeted activities. More details of these funds can be found on Schedule 3A.

#### **CAPITAL FUNDS**

Schedule 4 outlines the anticipated change in Investment in Capital and Local Capital Reserve funds.

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SCHEDULE: 3 (b)

TOPIC: REPORT OF THE 2015/2016 BUDGET COMMITTEE

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**REVENUE & EXPENDITURE BUDGETS**

The attached Statements and Schedules provide the revenue and expenditure estimates distributed in accordance with Public Sector Accounting Standards and prescribed Ministry of Education account structure and presentation format.

Statements

- 2 Revenue and Expense
- 4 Change in Net Financial Assets (Debt)

Schedules

- 2 Operating Revenue and Expense
- 2A Operating Revenue by Source
- 2B Operating Expense by Source
- 2C Operating Expense by Function and Program
- 3 Special Purpose Revenue and Expense
- 3A Change in Special Purpose Funds
- 4 Capital Revenue and Expense

SCHEDULE: 3 (b)

TOPIC: **REPORT OF THE 2015/2016 BUDGET COMMITTEE**

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**Annual Budget Bylaw No. 1 (Teachers)**

IT IS THEREFORE RECOMMENDED:

1. THAT all decisions taken by the 2015/2016 Budget Committee during its deliberations regarding Teacher costs totaling **\$392,155,644** and summarized in this report, be approved by the Board for implementation.
2. THAT the attached School District No. 36 (Surrey) 2015/2016 Annual Budget Bylaw No. 1 (Teachers) be given three (3) readings at this meeting (vote must be unanimous).
  - (a) THAT the attached School District No. 36 (Surrey) 2015/2016 Annual Budget Bylaw No. 1 (Teachers) be approved as read a first time.
  - (b) THAT the attached School District No. 36 (Surrey) 2015/2016 Annual Budget Bylaw No. 1 (Teachers) be approved as read a second time.
  - (c) THAT the attached School District No. 36 (Surrey) 2015/20165 Annual Budget Bylaw No. 1 (Teachers) be approved as read a third time and finally adopted.

**Annual Budget Bylaw No. 2 (Unionized Support Staff)**

IT IS THEREFORE RECOMMENDED:

1. THAT all decisions taken by the 2015/2016 Budget Committee during its deliberations regarding Unionized Support Staff costs totaling **\$140,814,149** and summarized in this report, be approved by the Board for implementation.
2. THAT the attached School District No. 36 (Surrey) 2015/2016 Annual Budget Bylaw No. 2 (Unionized Support Staff) be given three (3) readings at this meeting (vote must be unanimous).
  - (a) THAT the attached School District No. 36 (Surrey) 2015/2016 Annual Budget Bylaw No. 2 (Unionized Support Staff) be approved as read a first time.
  - (b) THAT the attached School District No. 36 (Surrey) 2015/2016 Annual Budget Bylaw No. 2 (Unionized Support Staff) be approved as read a second time.
  - (c) THAT the attached School District No. 36 (Surrey) 2015/2016 Annual Budget Bylaw No. 2 (Unionized Support Staff) be approved as read a third time and finally adopted.

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SCHEDULE: 3 (b)

TOPIC: REPORT OF THE 2015/2016 BUDGET COMMITTEE

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**Annual Budget Bylaw No. 3 (Other)**

IT IS THEREFORE RECOMMENDED:

1. THAT all decisions taken by the 2015/2016 Budget Committee during its deliberations regarding all Other costs totaling **\$166,681,684** and summarized in this report, be approved by the Board for implementation.
2. THAT the attached School District No. 36 (Surrey) 2015/2016 Annual Budget Bylaw No. 3 (Other) be given three (3) readings at this meeting (vote must be unanimous).
  - (a) THAT the attached School District No. 36 (Surrey) 2015/2016 Annual Budget Bylaw No. 3 (Other) be approved as read a first time.
  - (b) THAT the attached School District No. 36 (Surrey) 2015/2016 Annual Budget Bylaw No. 3 (Other) be approved as read a second time.
  - (c) THAT the attached School District No. 36 (Surrey) 2015/2016 Annual Budget Bylaw No. 3 (Other) be approved as read a third time and finally adopted.

Respectfully submitted by:

Trustee Terry Allen,  
Committee Chairperson,  
2015/2016 Budget Committee  
(Committee-of-the-Whole)

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

## ANNUAL BUDGET BYLAW No. 1 (Teachers) 2015/2016

A Bylaw of THE BOARD OF EDUCATION OF SCHOOL DISTRICT No. 36 (Surrey) (called the "Board") to adopt the annual budget of the Board for the fiscal year 2015/2016 pursuant to section 113 of the *School Act*, R.S.B.C., 1996, c. 412 as amended from time to time (called the "Act").

1. The Board has complied with the provisions of the *Act* respecting the annual budget adopted by this bylaw.
2. This bylaw may be cited as School District No. 36 (Surrey) Annual Budget Bylaw No. 1 (Teachers) for the fiscal year 2015/2016.
3. From the attached Schedules are included in the annual budget of the Board for the fiscal year 2015/2016 the expenses shown for Teachers in the amount of **\$302,204,767**; the Teachers Component of Substitutes in the amount of **\$12,913,305**; and benefits costs in the amount of **\$77,037,572**.
4. The Annual Budget Bylaw No. 1 (Teachers) for the 2015/2016 fiscal year is in the total amount of \$ **392,155,644**.

Read a first time the 18<sup>th</sup> day of June, 2015;

Read a second time the 18<sup>th</sup> day of June, 2015;

Read a third time, passed and adopted the 18<sup>th</sup> day of June, 2015.

[SEAL]

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Chairperson of the Board

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Secretary-Treasurer

I HEREBY CERTIFY this to be a true original of School District No. 36 (Surrey) Annual Budget Bylaw No. 1 (Teachers) 2015/2016, adopted by the Board the 18<sup>th</sup> day of June, 2015.

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Secretary-Treasurer



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

### ANNUAL BUDGET BYLAW No. 2 (Unionized Support Staff) 2015/2016

A Bylaw of THE BOARD OF EDUCATION OF SCHOOL DISTRICT No. 36 (Surrey) (called the "Board") to adopt the annual budget of the Board for the fiscal year 2015/2016 pursuant to section 113 of the *School Act*, R.S.B.C., 1996, c. 412 as amended from time to time (called the "*Act*").

1. The Board has complied with the provisions of the *Act* respecting the annual budget adopted by this bylaw.
2. This bylaw may be cited as School District No. 36 (Surrey) Annual Budget Bylaw No. 2 (Unionized Support Staff) for the fiscal year 2015/2016.
3. From the attached Schedules are included in the annual budget of the Board for the fiscal year 2015/2016 the expenses shown for Educational Assistants in the amount of **\$51,889,163**, Support Staff in the amount of **\$53,269,650**, the CUPE component of Substitutes in the amount of **\$7,537,585** and benefits costs in the amount of **\$28,117,751**.
5. The Annual Budget Bylaw No. 2 (Unionized Support Staff) for the 2015/2016 fiscal year is in the total amount of **\$140,814,149**.

Read a first time the 18<sup>th</sup> day of June, 2015;

Read a second time the 18<sup>th</sup> day of June, 2015;

Read a third time, passed and adopted the 18<sup>th</sup> day of June, 2015.

[SEAL]

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Chairperson of the Board

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Secretary-Treasurer

I HEREBY CERTIFY this to be a true original of School District No. 36 (Surrey) Annual Budget Bylaw No. 2 (Unionized Support Staff) 2015/2016, adopted by the Board the 18<sup>th</sup> day of June, 2015.

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Secretary-Treasurer

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

## ANNUAL BUDGET BYLAW No. 3 (Other) 2015/2016

A Bylaw of THE BOARD OF EDUCATION OF SCHOOL DISTRICT No. 36 (Surrey) (called the "Board") to adopt the annual budget of the Board for the fiscal year 2015/2016 pursuant to section 113 of the *School Act*, R.S.B.C., 1996, c. 412 as amended from time to time (called the "Act").

1. The Board has complied with the provisions of the *Act* respecting the annual budget adopted by this bylaw.
2. This bylaw may be cited as School District No. 36 (Surrey) Annual Budget Bylaw No. 3 (Other) for the fiscal year 2015/2016.
6. The Schedules are adopted as the annual budget of the Board for the fiscal year 2015/2016 with the exceptions of all expense items Teachers, Educational Assistants, Support Staff, Substitutes and Employee Benefits Costs in the amount of **\$392,155,644** for Teachers and **\$140,814,149** for Unionized Support Staff.
7. The Annual Budget Bylaw No. 3 (Other) for the 2015/2016 fiscal year is in the total amount of **\$166,681,684**.

Read a first time the 18<sup>th</sup> day of June, 2015;

Read a second time the 18<sup>th</sup> day of June, 2015;

Read a third time, passed and adopted the 18<sup>th</sup> day of June, 2015.

[SEAL]

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Chairperson of the Board

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Secretary-Treasurer

I HEREBY CERTIFY this to be a true original of School District No. 36 (Surrey) Annual Budget Bylaw No. 3 (Other) 2015/2016, adopted by the Board the 18<sup>th</sup> day of June, 2015.

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Secretary-Treasurer



Annual Budget  
School District No. 36 (Surrey)  
June 30, 2016

# School District No. 36 (Surrey)

Annual Budget - Revenue and Expense

Year Ended June 30, 2016

Statement 2

|   | 2016<br>Annual Budget | 2015 Amended<br>Annual Budget |
|---|-----------------------|-------------------------------|
| <b>Ministry Operating Grant Funded FTE's</b>                  |                       |                               |
| School-Age  | 69,108,000            | 67,855,250                    |
| Adult   | 338,000               | 991,875                       |
| <b>Total Ministry Operating Grant Funded FTE's</b>            | <b>69,446,000</b>     | <b>68,847,125</b>             |
| <b>Revenues</b>   | <b>\$</b>             | <b>\$</b>                     |
| Provincial Grants   |                       |                               |
| Ministry of Education   | 620,614,302           | 592,834,613                   |
| Other   | 320,000               | 477,927                       |
| Federal Grants  | 2,279,571             | 2,773,057                     |
| Tuition   | 11,561,500            | 12,074,200                    |
| Other Revenue   | 17,014,546            | 16,476,958                    |
| Rentals and Leases  | 2,300,150             | 2,190,550                     |
| Investment Income   | 2,309,500             | 1,709,500                     |
| Amortization of Deferred Capital Revenue                      | 21,000,000            | 20,800,000                    |
| <b>Total Revenue</b>  | <b>677,399,569</b>    | <b>649,336,805</b>            |
| <b>Expenses</b>   |                       |                               |
| Instruction   | 571,245,301           | 562,999,668                   |
| District Administration                                       | 12,525,706            | 12,403,685                    |
| Operations and Maintenance                                    | 100,087,350           | 96,950,365                    |
| Transportation and Housing                                    | 5,325,383             | 5,276,604                     |
| <b>Total Expense</b>  | <b>689,183,740</b>    | <b>677,630,322</b>            |
| <b>Net Revenue (Expense)</b>                                  | <b>(11,784,171)</b>   | <b>(28,293,517)</b>           |
| <b>Budgeted Allocation (Retirement) of Surplus (Deficit)</b>  | <b>8,689,623</b>      | <b>23,361,593</b>             |
| <b>Budgeted Surplus (Deficit), for the year</b>               | <b>(3,094,548)</b>    | <b>(4,931,924)</b>            |
| <b>Budgeted Surplus (Deficit), for the year comprised of:</b> |                       |                               |
| Operating Fund Surplus (Deficit)                              |                       |                               |
| Special Purpose Fund Surplus (Deficit)                        |                       |                               |
| Capital Fund Surplus (Deficit)                                | (3,094,548)           | (4,931,924)                   |
| <b>Budgeted Surplus (Deficit), for the year</b>               | <b>(3,094,548)</b>    | <b>(4,931,924)</b>            |

# School District No. 36 (Surrey)

Statement 2

Annual Budget - Revenue and Expense

Year Ended June 30, 2016

|   | 2016<br>Annual Budget | 2015 Amended<br>Annual Budget |
|---|-----------------------|-------------------------------|
| <b>Budget Bylaw Amount</b>  |                       |                               |
| Operating - Total Expense   | 618,317,708           | 609,793,319                   |
| Operating - Tangible Capital Assets Purchased                       | 587,737               | 1,193,451                     |
| Operating - Reduction of Unfunded Employee Future Benefits          |                       |                               |
| Special Purpose Funds - Total Expense                               | 39,066,032            | 36,837,003                    |
| Special Purpose Funds - Tangible Capital Assets Purchased           | 380,000               | 339,375                       |
| Capital Fund - Total Expense  | 31,800,000            | 31,000,000                    |
| Capital Fund - Tangible Capital Assets Purchased from Local Capital | 9,500,000             | 12,250,000                    |
| Budgeted Retirement of Prior Year Deficits                          |                       |                               |
| <b>Total Budget Bylaw Amount</b>                                    | <b>699,651,477</b>    | <b>691,413,148</b>            |

## Approved by the Board

\_\_\_\_\_  
Signature of the Chairperson of the Board of Education

\_\_\_\_\_  
Date Signed

\_\_\_\_\_  
Signature of the Superintendent

\_\_\_\_\_  
Date Signed

\_\_\_\_\_  
Signature of the Secretary Treasurer

\_\_\_\_\_  
Date Signed

**School District No. 36 (Surrey)**

Statement 4

Annual Budget - Changes in Net Financial Assets (Debt)  
Year Ended June 30, 2016

|   | <b>2016<br/>Annual Budget</b> | <b>2015 Amended<br/>Annual Budget</b> |
|---|-------------------------------|---------------------------------------|
|   | <b>\$</b>                     | <b>\$</b>                             |
| <b>Surplus (Deficit) for the year</b>                     | <b>(11,784,171)</b>           | <b>(28,293,517)</b>                   |
| <b>Effect of change in Tangible Capital Assets</b>        |                               |                                       |
| Acquisition of Tangible Capital Assets                    |                               |                                       |
| From Operating and Special Purpose Funds                  | <b>(967,737)</b>              | <b>(1,532,826)</b>                    |
| From Local Capital  | <b>(9,500,000)</b>            | <b>(12,250,000)</b>                   |
| <b>Total Acquisition of Tangible Capital Assets</b>       | <b>(10,467,737)</b>           | <b>(13,782,826)</b>                   |
| Amortization of Tangible Capital Assets                   | <b>31,800,000</b>             | <b>31,000,000</b>                     |
| <b>Total Effect of change in Tangible Capital Assets</b>  | <b>21,332,263</b>             | <b>17,217,174</b>                     |
|   | <b>-</b>                      | <b>-</b>                              |
| <b>(Increase) Decrease in Net Financial Assets (Debt)</b> | <b>9,548,092</b>              | <b>(11,076,343)</b>                   |

**School District No. 36 (Surrey)**

Schedule 2

Annual Budget - Operating Revenue and Expense  
Year Ended June 30, 2016

|  | 2016<br>Annual Budget<br>\$ | 2015 Amended<br>Annual Budget<br>\$ |
|--|-----------------------------|-------------------------------------|
| <b>Revenues</b>                                  |                             |                                     |
| Provincial Grants                                |                             |                                     |
| Ministry of Education                            | 592,762,780                 | 569,348,190                         |
| Other  | 320,000                     | 438,552                             |
| Federal Grants                                   | 1,594,561                   | 2,418,057                           |
| Tuition  | 11,561,500                  | 12,074,200                          |
| Other Revenue                                    | 2,114,546                   | 2,190,878                           |
| Rentals and Leases                               | 2,300,150                   | 2,190,550                           |
| Investment Income                                | 1,800,000                   | 1,200,000                           |
| <b>Total Revenue</b>                             | <b>612,453,537</b>          | <b>589,860,427</b>                  |
| <b>Expenses</b>                                  |                             |                                     |
| Instruction                                      | 534,744,859                 | 528,728,255                         |
| District Administration                          | 12,525,706                  | 12,403,685                          |
| Operations and Maintenance                       | 65,721,760                  | 63,384,775                          |
| Transportation and Housing                       | 5,325,383                   | 5,276,604                           |
| <b>Total Expense</b>                             | <b>618,317,708</b>          | <b>609,793,319</b>                  |
| <b>Net Revenue (Expense)</b>                     | <b>(5,864,171)</b>          | <b>(19,932,892)</b>                 |
| <b>Budgeted Prior Year Surplus Appropriation</b> | <b>8,689,623</b>            | <b>23,361,593</b>                   |
| <b>Net Transfers (to) from other funds</b>       |                             |                                     |
| Tangible Capital Assets Purchased                | (587,737)                   | (1,193,451)                         |
| Local Capital                                    | (2,237,715)                 | (2,235,250)                         |
| <b>Total Net Transfers</b>                       | <b>(2,825,452)</b>          | <b>(3,428,701)</b>                  |
| <b>Budgeted Surplus (Deficit), for the year</b>  | <b>-</b>                    | <b>-</b>                            |



**School District No. 36 (Surrey)**

Schedule 2A

Annual Budget - Schedule of Operating Revenue by Source  
Year Ended June 30, 2016

|  | 2016<br>Annual Budget | 2015 Amended<br>Annual Budget |
|--|-----------------------|-------------------------------|
|  | \$                    | \$                            |
| <b>Provincial Grants - Ministry of Education</b>       |                       |                               |
| Operating Grant, Ministry of Education                 | 582,579,493           | 570,829,579                   |
| AANDC/LEA Recovery                                     | (76,986)              | (76,986)                      |
| Strike Savings Recovery                                |                       | (20,600,332)                  |
| Other Ministry of Education Grants                     |                       |                               |
| Pay Equity   | 6,861,222             | 6,861,222                     |
| Labour Settlement Funding                              |                       | 10,781,894                    |
| Education Guarantee                                    | 1,079,565             | 1,504,258                     |
| Next Generation Network                                | 2,275,931             |                               |
| Other Miscellaneous                                    | 43,555                | 48,555                        |
| <b>Total Provincial Grants - Ministry of Education</b> | <b>592,762,780</b>    | <b>569,348,190</b>            |
| <b>Provincial Grants - Other</b>                       | <b>320,000</b>        | <b>438,552</b>                |
| <b>Federal Grants</b>                                  | <b>1,594,561</b>      | <b>2,418,057</b>              |
| <b>Tuition</b>   |                       |                               |
| Summer School Fees                                     | 138,500               | -                             |
| Continuing Education                                   | 463,000               | 1,414,200                     |
| Offshore Tuition Fees                                  | 10,960,000            | 10,660,000                    |
| <b>Total Tuition</b>                                   | <b>11,561,500</b>     | <b>12,074,200</b>             |
| <b>Other Revenues</b>                                  |                       |                               |
| LEA/Direct Funding from First Nations                  | 76,986                | 76,986                        |
| Miscellaneous  |                       |                               |
| Teaching Kitchen                                       | 954,500               | 727,000                       |
| Energy Management                                      | 150,000               | 150,000                       |
| Worksafe BC  | 340,000               | 340,000                       |
| Other Miscellaneous                                    | 593,060               | 896,892                       |
| <b>Total Other Revenue</b>                             | <b>2,114,546</b>      | <b>2,190,878</b>              |
| <b>Rentals and Leases</b>                              | <b>2,300,150</b>      | <b>2,190,550</b>              |
| <b>Investment Income</b>                               | <b>1,800,000</b>      | <b>1,200,000</b>              |
| <b>Total Operating Revenue</b>                         | <b>612,453,537</b>    | <b>589,860,427</b>            |



**School District No. 36 (Surrey)**

Schedule 2B

Annual Budget - Schedule of Operating Expense by Source  
Year Ended June 30, 2016

|                                     | 2016<br>Annual Budget | 2015 Amended<br>Annual Budget |
|-------------------------------------|-----------------------|-------------------------------|
|                                     | \$                    | \$                            |
| <b>Salaries</b>                     |                       |                               |
| Teachers                            | 294,225,766           | 276,618,629                   |
| Principals and Vice Principals      | 25,392,314            | 25,066,475                    |
| Educational Assistants              | 50,028,891            | 48,628,207                    |
| Support Staff                       | 50,194,271            | 49,643,730                    |
| Other Professionals                 | 7,731,633             | 8,169,060                     |
| Substitutes                         | 20,782,789            | 19,916,125                    |
| <b>Total Salaries</b>               | <b>448,355,664</b>    | <b>428,042,226</b>            |
| <b>Employee Benefits</b>            | <b>109,574,195</b>    | <b>104,501,505</b>            |
| <b>Total Salaries and Benefits</b>  | <b>557,929,859</b>    | <b>532,543,731</b>            |
| <b>Services and Supplies</b>        |                       |                               |
| Services                            | 14,198,378            | 12,564,121                    |
| Student Transportation              | 4,523,505             | 4,749,504                     |
| Professional Development and Travel | 1,880,463             | 1,863,706                     |
| Rentals and Leases                  | 1,597,788             | 2,798,183                     |
| Dues and Fees                       | 1,864,126             | 1,776,041                     |
| Insurance                           | 1,704,910             | 1,615,670                     |
| Supplies                            | 23,721,247            | 41,265,551                    |
| Utilities                           | 10,897,432            | 10,616,812                    |
| <b>Total Services and Supplies</b>  | <b>60,387,849</b>     | <b>77,249,588</b>             |
| <b>Total Operating Expense</b>      | <b>618,317,708</b>    | <b>609,793,319</b>            |

# School District No. 36 (Surrey)

Annual Budget - Operating Expense by Function, Program and Object  
Year Ended June 30, 2016

Schedule 2C

|  | Teachers<br>Salaries | Principals and<br>Vice Principals<br>Salaries | Educational<br>Assistants<br>Salaries | Support<br>Staff<br>Salaries | Other<br>Professionals<br>Salaries | Substitutes<br>Salaries | Total<br>Salaries  |
|--|----------------------|---|---------------------------------------|------------------------------|------------------------------------|-------------------------|--------------------|
|  | \$                   | \$  | \$                                    | \$                           | \$                                 | \$                      | \$                 |
| <b>1 Instruction</b>                           |                      |   |                                       |                              |                                    |                         |                    |
| 1.02 Regular Instruction                       | 227,701,566          | 3,497,592                                     |                                       | 5,559,164                    | 646,530                            | 10,449,700              | 247,854,552        |
| 1.03 Career Programs                           | 3,007,749            | 102,530                                       |                                       | 1,316,258                    |                                    | 197,884                 | 4,624,421          |
| 1.07 Library Services                          | 6,402,896            | 57,223  |                                       | 620,320                      | 75,084                             | 309,221                 | 7,464,744          |
| 1.08 Counselling                               | 7,615,225            | 103,271                                       |                                       |                              |                                    | 336,408                 | 8,054,904          |
| 1.10 Special Education                         | 31,495,401           | 2,023,742                                     | 46,790,531                            | 417,603                      |                                    | 5,362,774               | 86,090,051         |
| 1.30 English Language Learning                 | 11,864,269           |   | 486,094                               |                              |                                    | 530,239                 | 12,880,602         |
| 1.31 Aboriginal Education                      | 693,315              | 117,234                                       | 1,995,224                             | 89,507                       |                                    | 128,603                 | 3,023,883          |
| 1.41 School Administration                     |                      | 18,547,952                                    |                                       | 11,760,569                   |                                    | 928,830                 | 31,237,351         |
| 1.60 Summer School                             | 1,462,000            | 193,000                                       | 32,373                                | 200,488                      |                                    |                         | 1,887,861          |
| 1.61 Continuing Education                      | 180,000              | 25,633  |                                       | 47,984                       |                                    | 2,165                   | 255,782            |
| 1.62 Off Shore Students                        | 3,361,393            | 260,567                                       | 60,438                                | 791,586                      | 262,527                            | 194,038                 | 4,930,549          |
| 1.64 Other                                     | 123,820              |   | 654,231                               | 70,444                       | 116,462                            | 3,522                   | 968,479            |
| <b>Total Function 1</b>                        | <b>293,907,634</b>   | <b>24,928,744</b>                             | <b>50,018,891</b>                     | <b>20,873,923</b>            | <b>1,100,603</b>                   | <b>18,443,384</b>       | <b>409,273,179</b> |
| <b>4 District Administration</b>               |                      |   |                                       |                              |                                    |                         |                    |
| 4.11 Educational Administration                | 224,232              |   |                                       | 109,610                      | 1,230,961                          | 13,400                  | 1,578,203          |
| 4.40 School District Governance                |                      |   |                                       | 160,081                      | 320,106                            |                         | 480,187            |
| 4.41 Business Administration                   | 13,900               | 463,570                                       |                                       | 2,901,525                    | 2,650,786                          | 135,359                 | 6,165,140          |
| <b>Total Function 4</b>                        | <b>238,132</b>       | <b>463,570</b>                                | <b>-</b>                              | <b>3,171,216</b>             | <b>4,201,853</b>                   | <b>148,759</b>          | <b>8,223,530</b>   |
| <b>5 Operations and Maintenance</b>            |                      |   |                                       |                              |                                    |                         |                    |
| 5.41 Operations and Maintenance Administration |                      |   | 10,000                                |                              | 1,137,827                          | 35,830                  | 2,315,973          |
| 5.50 Maintenance Operations                    | 80,000               |   |                                       | 22,564,744                   | 1,053,775                          | 2,105,474               | 25,723,993         |
| 5.52 Maintenance of Grounds                    |                      |   |                                       | 2,009,917                    | 90,543                             | 30,023                  | 2,130,483          |
| 5.56 Utilities                                 |                      |   |                                       |                              |                                    |                         | -                  |
| <b>Total Function 5</b>                        | <b>80,000</b>        | <b>-</b>                                      | <b>10,000</b>                         | <b>25,626,977</b>            | <b>2,282,145</b>                   | <b>2,171,327</b>        | <b>30,170,449</b>  |
| <b>7 Transportation and Housing</b>            |                      |   |                                       |                              |                                    |                         |                    |
| 7.41 Transportation and Housing Administration |                      |   |                                       | 94,754                       | 147,032                            | 4,688                   | 246,474            |
| 7.70 Student Transportation                    |                      |   |                                       | 427,401                      |                                    | 14,631                  | 442,032            |
| <b>Total Function 7</b>                        | <b>-</b>             | <b>-</b>                                      | <b>-</b>                              | <b>522,155</b>               | <b>147,032</b>                     | <b>19,319</b>           | <b>688,506</b>     |
| <b>9 Debt Services</b>                         |                      |   |                                       |                              |                                    |                         |                    |
| <b>Total Function 9</b>                        | <b>-</b>             | <b>-</b>                                      | <b>-</b>                              | <b>-</b>                     | <b>-</b>                           | <b>-</b>                | <b>-</b>           |
| <b>Total Functions 1 - 9</b>                   | <b>294,225,766</b>   | <b>25,392,314</b>                             | <b>50,028,891</b>                     | <b>50,194,271</b>            | <b>7,731,633</b>                   | <b>20,782,789</b>       | <b>448,355,664</b> |

# School District No. 36 (Surrey)

Annual Budget - Operating Expense by Function, Program and Object  
Year Ended June 30, 2016

Schedule 2C

|  | Total Salaries     | Employee Benefits  | Total Salaries and Benefits | Services and Supplies | 2016 Annual Budget | 2015 Amended Annual Budget |
|--|--------------------|--------------------|-----------------------------|-----------------------|--------------------|----------------------------|
|  | \$                 | \$                 | \$                          | \$                    | \$                 | \$                         |
| <b>1 Instruction</b>                           |                    |                    |                             |                       |                    |                            |
| 1.02 Regular Instruction                       | 247,854,552        | 60,220,595         | 308,075,147                 | 14,236,906            | 322,312,053        | 321,003,637                |
| 1.03 Career Programs                           | 4,624,421          | 1,142,775          | 5,767,196                   | 1,372,133             | 7,139,329          | 7,012,757                  |
| 1.07 Library Services                          | 7,464,744          | 1,836,583          | 9,301,327                   | 4,039,475             | 13,340,802         | 13,648,097                 |
| 1.08 Counselling                               | 8,054,904          | 1,992,411          | 10,047,315                  |                       | 10,047,315         | 9,168,204                  |
| 1.10 Special Education                         | 86,090,051         | 21,433,303         | 107,523,354                 | 885,166               | 108,408,520        | 105,291,692                |
| 1.30 English Language Learning                 | 12,880,602         | 3,183,417          | 16,064,019                  |                       | 16,064,019         | 15,100,961                 |
| 1.31 Aboriginal Education                      | 3,023,883          | 749,012            | 3,772,895                   | 340,202               | 4,113,097          | 4,144,785                  |
| 1.41 School Administration                     | 31,237,351         | 7,562,974          | 38,800,325                  | 1,275,536             | 40,075,861         | 40,198,304                 |
| 1.60 Summer School                             | 1,887,861          | 347,967            | 2,235,828                   | 237,000               | 2,472,828          | 311,380                    |
| 1.61 Continuing Education                      | 255,782            | 44,376             | 300,158                     | 168,700               | 468,858            | 1,470,607                  |
| 1.62 Off Shore Students                        | 4,930,549          | 1,190,697          | 6,121,246                   | 2,739,116             | 8,860,362          | 9,101,025                  |
| 1.64 Other                                     | 968,479            | 213,803            | 1,182,282                   | 259,533               | 1,441,815          | 2,276,806                  |
| <b>Total Function 1</b>                        | <b>409,273,179</b> | <b>99,917,913</b>  | <b>509,191,092</b>          | <b>25,553,767</b>     | <b>534,744,859</b> | <b>528,728,255</b>         |
| <b>4 District Administration</b>               |                    |                    |                             |                       |                    |                            |
| 4.11 Educational Administration                | 1,578,203          | 381,702            | 1,959,905                   | 559,472               | 2,519,377          | 2,563,836                  |
| 4.40 School District Governance                | 480,187            | 69,617             | 549,804                     | 349,058               | 898,862            | 799,195                    |
| 4.41 Business Administration                   | 6,165,140          | 1,504,744          | 7,669,884                   | 1,437,583             | 9,107,467          | 9,040,654                  |
| <b>Total Function 4</b>                        | <b>8,223,530</b>   | <b>1,956,063</b>   | <b>10,179,593</b>           | <b>2,346,113</b>      | <b>12,525,706</b>  | <b>12,403,685</b>          |
| <b>5 Operations and Maintenance</b>            |                    |                    |                             |                       |                    |                            |
| 5.41 Operations and Maintenance Administration | 2,315,973          | 505,044            | 2,821,017                   | 3,292,951             | 6,113,968          | 5,959,236                  |
| 5.50 Maintenance Operations                    | 25,723,993         | 6,506,629          | 32,230,622                  | 10,528,833            | 42,759,455         | 43,166,529                 |
| 5.52 Maintenance of Grounds                    | 2,130,483          | 532,728            | 2,663,211                   | 1,001,763             | 3,664,974          | 3,632,198                  |
| 5.56 Utilities                                 | -                  | -                  | -                           | 13,183,363            | 13,183,363         | 10,626,812                 |
| <b>Total Function 5</b>                        | <b>30,170,449</b>  | <b>7,544,401</b>   | <b>37,714,850</b>           | <b>28,006,910</b>     | <b>65,721,760</b>  | <b>63,384,775</b>          |
| <b>7 Transportation and Housing</b>            |                    |                    |                             |                       |                    |                            |
| 7.41 Transportation and Housing Administration | 246,474            | 60,146             | 306,620                     | 9,129                 | 315,749            | 309,022                    |
| 7.70 Student Transportation                    | 442,032            | 95,672             | 537,704                     | 4,471,930             | 5,009,634          | 4,967,582                  |
| <b>Total Function 7</b>                        | <b>688,506</b>     | <b>155,818</b>     | <b>844,324</b>              | <b>4,481,059</b>      | <b>5,325,383</b>   | <b>5,276,604</b>           |
| <b>9 Debt Services</b>                         |                    |                    |                             |                       |                    |                            |
| <b>Total Function 9</b>                        | <b>-</b>           | <b>-</b>           | <b>-</b>                    | <b>-</b>              | <b>-</b>           | <b>-</b>                   |
| <b>Total Functions 1 - 9</b>                   | <b>448,355,664</b> | <b>109,574,195</b> | <b>557,929,859</b>          | <b>60,387,849</b>     | <b>618,317,708</b> | <b>609,793,319</b>         |



# School District No. 36 (Surrey)

Schedule 3

Annual Budget - Special Purpose Revenue and Expense  
Year Ended June 30, 2016

|   | 2016<br>Annual Budget<br>\$ | 2015 Amended<br>Annual Budget<br>\$ |
|---|-----------------------------|-------------------------------------|
| <b>Revenues</b>                                 |                             |                                     |
| Provincial Grants                               |                             |                                     |
| Ministry of Education                           | 23,851,522                  | 22,486,423                          |
| Other   |                             | 39,375                              |
| Federal Grants                                  | 685,010                     | 355,000                             |
| Other Revenue                                   | 14,900,000                  | 14,286,080                          |
| Investment Income                               | 9,500                       | 9,500                               |
| <b>Total Revenue</b>                            | <b>39,446,032</b>           | <b>37,176,378</b>                   |
| <b>Expenses</b>                                 |                             |                                     |
| Instruction                                     | 36,500,442                  | 34,271,413                          |
| Operations and Maintenance                      | 2,565,590                   | 2,565,590                           |
| <b>Total Expense</b>                            | <b>39,066,032</b>           | <b>36,837,003</b>                   |
| <b>Net Revenue (Expense)</b>                    | <b>380,000</b>              | <b>339,375</b>                      |
| <b>Net Transfers (to) from other funds</b>      |                             |                                     |
| Tangible Capital Assets Purchased               | (380,000)                   | (339,375)                           |
| <b>Total Net Transfers</b>                      | <b>(380,000)</b>            | <b>(339,375)</b>                    |
| <b>Budgeted Surplus (Deficit), for the year</b> | <b>-</b>                    | <b>-</b>                            |

**School District No. 36 (Surrey)**  
Annual Budget - Changes in Special Purpose Funds  
Year Ended June 30, 2016

Schedule 3A

**Deferred Revenue, beginning of year**

**Add:** Restricted Grants  
Provincial Grants - Ministry of Education  
Federal Grants  
Other  
Investment Income

**Less: Allocated to Revenue  
Deferred Revenue, end of year**

**Revenues**

Provincial Grants - Ministry of Education  
Federal Grants  
Other Revenue  
Investment Income

**Expenses**

Salaries  
Teachers  
Educational Assistants  
Support Staff  
Other Professionals  
Substitutes

Employee Benefits  
Services and Supplies

**Net Revenue (Expense) before Interfund Transfers**

**Interfund Transfers**

Tangible Capital Assets Purchased

**Net Revenue (Expense)**

| Annual<br>Facility<br>Grant | Learning<br>Improvement<br>Fund | Special<br>Education<br>Equipment | Scholarships<br>and<br>Bursaries | School<br>Generated<br>Funds | Strong<br>Start | Ready,<br>Set,<br>Learn | IPE       | Attendance<br>Support |
|-----------------------------|---------------------------------|-----------------------------------|----------------------------------|------------------------------|-----------------|-------------------------|-----------|-----------------------|
| \$                          | \$                              | \$                                | \$                               | \$                           | \$              | \$                      | \$        | \$                    |
| -                           | -                               | 50,000                            | 450,000                          | 2,700,000                    | 30,000          | 60,000                  | 1,290,000 | 435,161               |
| 2,563,090                   | 12,227,899                      | 148,816                           |                                  |                              | 736,000         | 247,450                 |           |                       |
| 2,565,590                   | 12,227,899                      | 148,816                           | 300,000<br>7,000                 | 13,800,000                   | 736,000         | 247,450                 |           |                       |
| 2,565,590                   | 12,227,899                      | 198,816                           | 327,000                          | 13,800,000                   | 766,000         | 307,450                 | 488,889   | 219,338               |
| -                           | -                               | -                                 | 430,000                          | 2,700,000                    | -               | -                       | 801,111   | 215,823               |
| 2,563,090                   | 12,227,899                      | 198,816                           |                                  |                              | 766,000         | 307,450                 | 488,889   | 219,338               |
| 2,565,590                   | 12,227,899                      | 198,816                           | 320,000<br>7,000                 | 13,800,000                   | 766,000         | 307,450                 | 488,889   | 219,338               |
|                             | 7,544,553<br>1,803,612          |                                   |                                  |                              |                 |                         |           |                       |
|                             | 9,348,165                       | -                                 | -                                | -                            | 524,495         | -                       | 240,973   | 175,470               |
| 2,565,590                   | 2,879,734                       | 198,816                           | 327,000                          | 13,800,000                   | 771,268         | 307,450                 | 68,716    | 43,868                |
| 2,565,590                   | 12,227,899                      | 198,816                           | 327,000                          | 13,800,000                   | 164,237         | 307,450                 | 179,200   | 219,338               |
| -                           | -                               | -                                 | -                                | -                            | 766,000         | 307,450                 | 488,889   | 219,338               |
| -                           | -                               | -                                 | -                                | -                            | -               | -                       | -         | -                     |
| -                           | -                               | -                                 | -                                | -                            | -               | -                       | -         | -                     |
| -                           | -                               | -                                 | -                                | -                            | -               | -                       | -         | -                     |
| -                           | -                               | -                                 | -                                | -                            | -               | -                       | -         | -                     |

**School District No. 36 (Surrey)**  
Annual Budget - Changes in Special Purpose Funds  
Year Ended June 30, 2016

Schedule 3A

**Deferred Revenue, beginning of year**

**Add:** Restricted Grants  
Provincial Grants - Ministry of Education  
Federal Grants  
Other  
Investment Income

**Less: Allocated to Revenue  
Deferred Revenue, end of year**

**Revenues**  
Provincial Grants - Ministry of Education  
Federal Grants  
Other Revenue  
Investment Income

**Expenses**

Salaries  
Teachers  
Educational Assistants  
Support Staff  
Other Professionals  
Substitutes

Employee Benefits  
Services and Supplies

**Net Revenue (Expense) before Interfund Transfers**

**Interfund Transfers**

Tangible Capital Assets Purchased

**Net Revenue (Expense)**

| Adolescent<br>Psychiatric<br>Unit | Adolescent<br>Day Treatment<br>Program | Daughters &<br>Sisters P.L.E.A.<br>Program | Waypoint<br>Substance<br>House | French  | ICF    | Literacy<br>Innovation | Community Link<br>Innecity<br>Schools | Donations |
|-----------------------------------|--|--|--------------------------------|---------|--------|------------------------|---------------------------------------|-----------|
| \$                                | \$                                     | \$   | \$                             | \$      | \$     | \$                     | \$                                    | \$        |
| 127,447                           | 286,422                                | 71,851                                     | 77,567                         | 510,902 | 38,100 | 220,000                | 300,000                               | 450,000   |
| 127,447                           | 286,422                                | 71,851                                     | 77,567                         | 610,902 | 68,100 | 220,000                | 300,000                               | 500,000   |
| -                                 | -                                      | -  | -                              | -       | -      | -                      | -                                     | 400,000   |
| 127,447                           | 286,422                                | 71,851                                     | 77,567                         | 610,902 | 68,100 | 220,000                | 300,000                               | 500,000   |
| 127,447                           | 286,422                                | 71,851                                     | 77,567                         | 610,902 | 68,100 | 220,000                | 300,000                               | 500,000   |
| 74,740                            | 174,737                                | 50,439                                     | 54,976                         | 42,079  |        |                        |                                       |           |
| 18,887                            | 37,773                                 |  |                                |         |        |                        |                                       |           |
| 2,294                             | 4,588                                  | 1,900                                      | 1,900                          |         |        |                        |                                       |           |
| 95,921                            | 217,098                                | 52,339                                     | 56,876                         | 42,079  | -      | -                      | -                                     | -         |
| 16,853                            | 38,252                                 | 9,079                                      | 9,896                          | 12,538  |        |                        |                                       |           |
| 14,673                            | 31,072                                 | 10,433                                     | 10,795                         | 556,285 | 68,100 | 220,000                | 300,000                               | 300,000   |
| 127,447                           | 286,422                                | 71,851                                     | 77,567                         | 610,902 | 68,100 | 220,000                | 300,000                               | 300,000   |
| -                                 | -                                      | -  | -                              | -       | -      | -                      | -                                     | 200,000   |
| -                                 | -                                      | -  | -                              | -       | -      | -                      | -                                     | (200,000) |
| -                                 | -                                      | -  | -                              | -       | -      | -                      | -                                     | (200,000) |
| -                                 | -                                      | -  | -                              | -       | -      | -                      | -                                     | -         |

**School District No. 36 (Surrey)**  
Annual Budget - Changes in Special Purpose Funds  
Year Ended June 30, 2016

Schedule 3A

|   |                          |                               |                     |                                       |                  |
|---|--------------------------|-------------------------------|---------------------|---------------------------------------|------------------|
| <b>Deferred Revenue, beginning of year</b>              | <b>PAC Contributions</b> | <b>Community Link Schools</b> | <b>School Meals</b> | <b>Surrey Gang Prevention Program</b> | <b>TOTAL</b>     |
|   | \$                       | \$                            | \$                  | \$                                    | \$               |
|   | 130,000                  | 900,000                       | 150,000             |                                       | 7,295,161        |
| <b>Add: Restricted Grants</b>                           |                          |                               |                     |                                       |                  |
| Provincial Grants - Ministry of Education               |                          | 1,691,747                     | 2,136,004           |                                       | 20,863,295       |
| Federal Grants  |                          |                               |                     | 685,010                               | 685,010          |
| Other   | 250,000                  | 200,000                       | 240,000             |                                       | 15,240,000       |
| Investment Income                                       |                          |                               |                     |                                       | 9,500            |
|   | 250,000                  | 1,891,747                     | 2,376,004           | 685,010                               | 36,797,805       |
| <b>Less: Allocated to Revenue</b>                       |                          |                               |                     |                                       |                  |
| <b>Deferred Revenue, end of year</b>                    | 280,000                  | 2,791,747                     | 2,526,004           | 685,010                               | 39,446,032       |
|   | <b>100,000</b>           | <b>-</b>                      | <b>-</b>            | <b>-</b>                              | <b>4,646,934</b> |
| <b>Revenues</b>   |                          |                               |                     |                                       |                  |
| Provincial Grants - Ministry of Education               |                          | 2,791,747                     | 2,526,004           |                                       | 23,851,522       |
| Federal Grants  |                          |                               |                     | 685,010                               | 685,010          |
| Other Revenue   | 280,000                  |                               |                     |                                       | 14,900,000       |
| Investment Income                                       |                          |                               |                     |                                       | 9,500            |
|   | 280,000                  | 2,791,747                     | 2,526,004           | 685,010                               | 39,446,032       |
| <b>Expenses</b>   |                          |                               |                     |                                       |                  |
| Salaries  |                          |                               |                     |                                       |                  |
| Teachers  |                          |                               |                     | 37,477                                | 7,979,001        |
| Educational Assistants                                  |                          |                               |                     |                                       | 1,860,272        |
| Support Staff   |                          | 1,555,631                     | 658,104             | 203,556                               | 3,075,379        |
| Other Professionals                                     |                          | 295,919                       | 67,500              | 80,902                                | 727,171          |
| Substitutes   |                          |                               |                     | 18,536                                | 29,218           |
|   | -                        | 1,851,550                     | 725,604             | 340,471                               | 13,671,041       |
| Employee Benefits                                       |                          |                               |                     |                                       |                  |
| Services and Supplies                                   |                          | 371,954                       | 140,852             | 84,598                                | 3,753,608        |
|   | 100,000                  | 568,243                       | 1,659,548           | 259,941                               | 21,641,383       |
|   | 100,000                  | 2,791,747                     | 2,526,004           | 685,010                               | 39,066,032       |
| <b>Net Revenue (Expense) before Interfund Transfers</b> | 180,000                  | -                             | -                   | -                                     | 380,000          |
| <b>Interfund Transfers</b>                              |                          |                               |                     |                                       |                  |
| Tangible Capital Assets Purchased                       | (180,000)                |                               |                     |                                       | (380,000)        |
|   | (180,000)                | -                             | -                   | -                                     | (380,000)        |
| <b>Net Revenue (Expense)</b>                            | -                        | -                             | -                   | -                                     | -                |

**School District No. 36 (Surrey)**

Schedule 4

Annual Budget - Capital Revenue and Expense

Year Ended June 30, 2016

|  | 2016 Annual Budget                     |                    |                    | 2015 Amended<br>Annual Budget |
|--|--|--------------------|--------------------|-------------------------------|
|  | Invested in Tangible<br>Capital Assets | Local<br>Capital   | Fund<br>Balance    |                               |
|  | \$                                     | \$                 | \$                 | \$                            |
| <b>Revenues</b>  |  |                    |                    |                               |
| Provincial Grants  |  |                    |                    |                               |
| Ministry of Education                                    | 4,000,000                              |                    | 4,000,000          | 1,000,000                     |
| Investment Income  |  | 500,000            | 500,000            | 500,000                       |
| Amortization of Deferred Capital Revenue                 | 21,000,000                             |                    | 21,000,000         | 20,800,000                    |
| <b>Total Revenue</b>                                     | <b>25,000,000</b>                      | <b>500,000</b>     | <b>25,500,000</b>  | <b>22,300,000</b>             |
| <b>Expenses</b>  |  |                    |                    |                               |
| Amortization of Tangible Capital Assets                  |  |                    |                    |                               |
| Operations and Maintenance                               | 31,800,000                             |                    | 31,800,000         | 31,000,000                    |
| <b>Total Expense</b>                                     | <b>31,800,000</b>                      | <b>-</b>           | <b>31,800,000</b>  | <b>31,000,000</b>             |
| <b>Net Revenue (Expense)</b>                             | <b>(6,800,000)</b>                     | <b>500,000</b>     | <b>(6,300,000)</b> | <b>(8,700,000)</b>            |
| <b>Net Transfers (to) from other funds</b>               |  |                    |                    |                               |
| Tangible Capital Assets Purchased                        | 967,737                                |                    | 967,737            | 1,532,826                     |
| Local Capital  |  | 2,237,715          | 2,237,715          | 2,235,250                     |
| <b>Total Net Transfers</b>                               | <b>967,737</b>                         | <b>2,237,715</b>   | <b>3,205,452</b>   | <b>3,768,076</b>              |
| <b>Other Adjustments to Fund Balances</b>                |  |                    |                    |                               |
| Tangible Capital Assets Purchased from Local Capital     | 5,500,000                              | (5,500,000)        | -                  | -                             |
| Tangible Capital Assets WIP Purchased from Local Capital | 4,000,000                              | (4,000,000)        | -                  | -                             |
| <b>Total Other Adjustments to Fund Balances</b>          | <b>9,500,000</b>                       | <b>(9,500,000)</b> | <b>-</b>           | <b>-</b>                      |
| <b>Budgeted Surplus (Deficit), for the year</b>          | <b>3,667,737</b>                       | <b>(6,762,285)</b> | <b>(3,094,548)</b> | <b>(4,931,924)</b>            |



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

**Schedule 3(c)  
of the**

**ADMINISTRATIVE MEMORANDUM  
(Regular)**

MEETING DATE: 2015-06-18

TOPIC: **AWARD OF CONSTRUCTION CONTRACT  
MORGAN ELEMENTARY (SITE 188)  
– FOUR CLASSROOM ADDITION AND  
ROSEMARY HEIGHTS ELEMENTARY (SITE 189)  
– TWO CLASSROOM ADDITION**

---

Construction bids for the additions at Morgan Elementary (Site 188) (four classroom addition), located at 3366 – 156A Street and Rosemary Heights Elementary (Site 189) (two classroom addition), located 15516 – 36 Avenue, were opened at 2:00 p.m. on 2015-05-26. A total of nine (9) firms submitted bids for the project. A bid summary is attached.

The lowest qualified bid of \$1,699,000 (excluding GST) was submitted by Boston Construction Corp. and is within the construction funding limits and satisfies all requirements of the Ministry of Education.

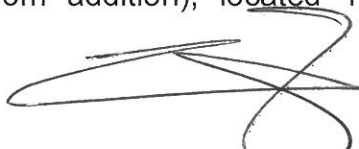
**IT IS RECOMMENDED:**

THAT, the Board's signing officers be authorized to execute a standard Stipulated Price Construction Contract with the lowest qualified bidder, Boston Construction Corp., in the total amount of \$1,699,000 (excluding GST) for the additions at Morgan Elementary (Site 188) (four classroom addition), located at 3366 – 156A Street and Rosemary Heights Elementary (Site 189) (two classroom addition), located 15516 – 36 Avenue.

Enclosures:

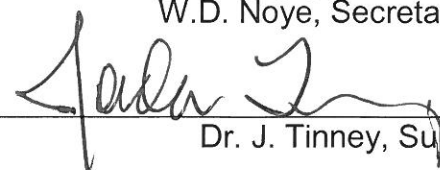


Submitted by:



W.D. Noye, Secretary-Treasurer

Approved by:



Dr. J. Tinney, Superintendent

SCHEDULE: 3(c)

TOPIC: **AWARD OF CONSTRUCTION CONTRACT  
MORGAN ELEMENTARY (SITE 188)  
– FOUR CLASSROOM ADDITION AND  
ROSEMARY HEIGHTS ELEMENTARY (SITE 189)  
– TWO CLASSROOM ADDITION**

---

**BID RESULTS**

Closed Date: 2015-05-26 at 2:00 p.m.

| Bidder                                    | Total Amount of<br>Base Bid<br>(excluding G.S.T.) | Bid Bond |
|---|---|----------|
| Boston Construction Corp.                 | \$1,699,000                                       | y        |
| Pro-Can Construction Group Corp.          | \$1,790,000                                       | y        |
| Envoy Construction Services Ltd.          | \$1,862,000                                       | y        |
| NY Construction Management Ltd.           | \$2,152,626                                       | y        |
| Grand Construction Ltd.                   | \$2,173,000                                       | y        |
| Olivit Construction Ltd.                  | \$2,187,000                                       | y        |
| Mierau Contractors Ltd.                   | \$2,187,239                                       | y        |
| Pacific Building Envelope Management Ltd. | \$2,224,000                                       | y        |
| Tybo Contractors Ltd.                     | \$3,000,000                                       | y        |

# Long Range Facilities and Education Plan

---

## Context

In the spring of 2014, senior staff committed to the Board to undertake an analysis of the long range plans for the district. The district is facing ongoing pressures due to growth in student enrolment. This growth places pressure on the district's ability to plan adequately for future programs. In particular, the challenges include:

- Continued need for capital expansion;
- Continued rapid growth, particularly in the Clayton, South Newton and Grandview areas of Surrey;
- Ongoing requirement in several secondary schools to run extended day bell schedules (unique in BC) as a mechanism to sustain in-catchment student enrolment; and
- Managing a portable inventory that, based solely on its enrolment, would make our portables and their students the 24<sup>th</sup> largest school district in BC.

This process began with a detailed analysis of the district's facilities and space requirements and the Planning Department presented its report on the Long Range Facilities and Education Plan to the Board of Education in June of 2014.

The initial phase of the long range facilities study included a full analysis of current enrolment, the capacity of our buildings, and our projected future trends. The capacity of our buildings and our enrolment trends drive the programming in schools, as space is required to expand programs and to offer choices to parents and our community.

The report revealed the very real pressures placed on the district by enrolment growth. The resulting capital pressures have a direct impact on programs which include, but are not limited to:

- Significant lack of space in areas that are growing;
- Difficulty to respond to both the public's and the Board's desire to increase space for programs of choice;
- A need to sustain some programming and district facilities in leased space due to insufficient school and district facilities space;

- Direct pressure on our operating budget in the range of \$4M annually to sustain the portable inventory due to insufficient school space. If we did not have to redirect this funding to sustain our portables, we could hire approximately 40 to 45 additional teachers to serve our students;
- Reducing flexibility for programming at several secondary schools having to run extended day bell schedules. The ability to offer additional options is not there due to lack of classroom space; and
- Limiting the ability to provide specialized spaces and programming for students with special needs. In many districts with declining enrolments, empty classrooms are converted to extended space for students with special needs. In Surrey, these spaces are often portables or limited interior space that can limit options for students with special needs who need to be fully included in our schools.

#### Public Consultation

As part of the analysis and planning, our commitment to the Board was to undertake a public consultation on programs of choice. In December 2014 and through January 2015, the district sought input from the public to determine the needs of the community on the long range plans for our schools and, in particular, for programs of choice. Specifically:

- The district enlisted the services of PlaceSpeak. This is a social media tool that allows anyone in the community to “connect” to a topic that is posted online. Participants have access to view resources, add comments, and participate in surveys or polls. The tool provides the district the ability to “push” information to parents depending on their location within the district. At this point, the district has used PlaceSpeak for two topics: 1) Social Media Policy; and 2) Programs of Choice. Collectively, there have been 2500 views and over 320 participants connecting directly to comments. The district is currently considering expanding its use of PlaceSpeak by adding information on the district’s capital planning processes online for ease of public access.
- In early 2015, the district hosted three community forums (January 22<sup>nd</sup> and 29<sup>th</sup> and February 2<sup>nd</sup>, 2015) that were by both invitation and open to the public. Approximately 300 participants in total attended two sessions devoted to programs of choice in general, and one session devoted to Punjabi language programs.

The forums were tailored to elicit specific feedback from participants through an interview format. The district asked participants for responses to four questions:

1. What are the strengths of our current offerings of programs of choice?
2. What challenges exist to our current offerings?

3. What changes would you make to our current offerings and how would you suggest this be done?
4. What obstacles might exist to making the changes you suggest?

Extensive feedback was received, both individually and from the larger groups and was compiled into general themes. The themes identified are listed below and readers will notice discrepancies in that some items listed as strengths are also listed as challenges, however this accurately lists participants' responses.

### Strengths

- The public appreciated the variety offered and the fact that there was regional distribution of programs. In general, the public views the programs as well established and as assets to the district. In fact, the overwhelming voice was to add to the programs as a result of the significant demand, particularly in French Immersion and Fine Arts.
- Many comments expressed appreciation for the variety of programs offered. The public wants choice and while some programs are large and others much smaller in scale, people want to retain the flexibility that choice offers.
- People said that programs were well spaced geographically across the district and accessibility needs to be retained.
- Participants talked about the value of gaining new interests and skills and of the importance of learning a second language.
- Participants felt that the district was responding to the needs of families and the communities.
- Retaining the choice and flexibility that the district offered was very important to participants.

### Challenges

- Concerns about the lack of funding were mentioned at each forum.
- Parents wanted the district to consider options for transportation. While there is regional distribution to programs, parents wanted options provided by the district.
- A strong common theme at all forums was a need for better communication. What programs are offered? We are asked to provide clear descriptions of programs, methods of registration and to reconsider our methods of advertising. There was a general feeling of a lack of awareness about the programs offered by the district.

- Space was a consistent and major concern. There was a realization by participants that our ability to offer programs is entirely dependent on having available space.
- Class size was mentioned as an issue along with an overall feeling that there was a lack of qualified teachers. People realized that this issue of qualifications was not unique to Surrey, but that highly qualified teachers are in demand.
- Some participants wanted more programs offered and more offered regionally around the district.
- Some participants were looking for both more and higher quality resources to support their programs, particularly in second languages.
- Some comments were made about the alignment of the new curriculum with the model of Traditional Schools.
- Accessibility was a significant issue with waitlists in certain programs and simply not enough space to expand.

## Changes

- Participants were very clear in what changes they were looking for – MORE. More programs, more variety (e.g. sports schools, science schools, girl's only programs, outdoor schools...).
- Consistent across all forums was the request for more space and more programs. Not solely to deal with significant waitlists in French Immersion and in Fine Arts, but expansion to provide more programming options for the community.

## Obstacles

- Lack of funding was a common theme. Without the funding, expansion is a major challenge.
- Transportation – providing transportation for students to our programs of choice is an obstacle to expansion and success.
- Politics and political pressure were commented on as an obstacle to providing more programs.
- Some participants were concerned that an obstacle to success was the impression that programs of choice are elitist within the public system. There were concerns that elitism hurts the public system.
- The ability to attract, retain and adequately support qualified teachers. The lack of qualified staff was seen as an obstacle to change.
- Raising public awareness about options is critical.

These themes from the public feedback form an important part of the district's planning process. Consistent with the feedback above, the following are initiatives already underway and those being considered as part of the process and feedback to date.

#### Movement from the Status Quo – Changes Currently Underway

Throughout the public reporting and consultation process the district has continued to move forward on a number of fronts. Each of these is part of the larger district vision, and while progress continues the district is aware of the need for constant improvement.

- Communicating Student Learning
  1. As a district, significant movement in the process of student reporting has taken place. Throughout the past year, the district has solidified its place as a provincial leader in determining new options for parents. During a year-long process of allowing teachers new and innovative methods for reporting, the district has engaged in extensive consultations with teachers and schools. Exciting options have emerged including the electronic portfolio option called Fresh Grade.
  2. The district has recently been awarded The Cmolik Prize for the Enhancement of Public Education in BC. This is a prestigious honour for all the collective efforts in ensuring that education thrives in BC.
  3. While the way in which student learning is reported is not a program change, it is highly significant and impacts all programs. The emergence of the new curriculum and the assessment, evaluation and reporting tools to support that curriculum are critical to success in any program.

#### Recommendations:

1. That the district continues to support capacity building system-wide while encouraging teachers to explore the utility of e-portfolios as a means of providing parents and students with meaningful feedback of their learning.
2. That the district continues to educate parents regarding e-portfolios connected to transformation in education.
3. That staff provide the Board with semi-annual updates on e-portfolio implementation and associated parental acceptance of new representations of reporting student learning.

- Clearly define programs of choice and their communications structures

1. The district has heard clearly from the community that there is considerable confusion surrounding programs of choice, and the following questions have been asked:

What is the distinction between a choice program, program of choice or district and community-initiated program, etc.?

What programs of choice have advisory committees and what is the role/responsibility of the committee?

Why is there a distinct policy and regulation for French Immersion rather than district policy and regulation that encompasses all programs of choice?

Recommendations:

1. That in 2015-16 staff review all programs of choice policies and regulations, submitting amendments to the Policy Review Committee prior to bringing recommendations to the Board for consideration.

- Policy changes to waitlists and sibling registration procedures

1. The district's exploration of the issue of waitlists in programs of choice has identified a potentially significant change. Our current policy states that siblings of children accepted into programs of choice receive priority in subsequent years. This policy is intended to keep families together and was well considered and time honoured. However, the current waitlists are extensive and the situation has large numbers of students prioritized solely because they are siblings of previous lottery winners. In the case of Fine Arts, for example, there are over 250 students on the waitlist, and fewer than 10 spots available because of the sibling registration procedures. The policy and regulation requires review. The district values families being together, but the current implications are inequitable for all those on the waitlist.

Recommendations:

1. That in 2015-16 staff review current policy and regulation pertaining to programs of choice sibling registration procedures.
2. That staff consult with the public to receive input regarding possible modifications to current procedures.



3. That if after consultation, changes are deemed appropriate, staff bring recommendations to the Board for consideration.

- Waitlists and priorities for expansion

1. With a clear desire on behalf of the public for expanding programs of choice, the district needs to consider its priorities, should expansion be possible. As an example, if possible, does the district expand Fine Arts, French Immersion, Montessori, or Traditional Programs of Choice? In the aforementioned areas, there is demand and public support for additional programming, with French Immersion and Fine Arts representing the vast majority of requests.

Recommendations:

1. That the district on an annual basis, through the Program, Facilities and Planning Committee (PFP), reviews the viability for expansion of programs of choice.
2. That recommendations for expansion of programs of choice that emerge over time from PFP be brought to the Board for consideration.

- Expansion of French Immersion

1. The district is committed to finding appropriate ways to expand its largest program of choice. Extensive waitlists, popularity, and the primacy of French language to Canadian culture are all good reasons to make every effort to expand. However, the ability to expand given the space constraints presents significant obstacles. PFP is exploring reasonable ways to expand early French Immersion. Such an expansion requires an elementary school with 8 empty classrooms and then a secondary school with the capacity to accept over 300 students in addition to their current population. It has been reiterated many times that the population of students who wish to enroll in French Immersion is currently within the system, it is simply in schools around the district. However, as presented in the Community Forums, no matter how things unfold, these students would be aggregated in one school that would require 8 classrooms (K-7) and then transition to a single secondary school. A program attracting students from 25 schools ultimately places all of them in 2 schools (elementary and secondary). In order to adequately consider options for expansion, a detailed facilities case is required followed by a detailed business case that demonstrates its feasibility, and such expansion cannot come at the expense of regular programs.

Recommendations:

1. That PFP, on an annual basis, review the viability for expansion of Early French Immersion with particular attention in the east area which has significant classroom space pressures, and the south area which has considerable demand based on waitlists.
2. That the French Immersion Advisory Committee make recommendations to staff regarding the desire for expansion of Intensive French and/or Late Immersion programs. All such recommendations will be reviewed by the Program, Facilities and Planning Committee.
3. That recommendations for expansion of programs of choice which emerge over time from PFP be brought to the Board for approval.
4. That, based on a current recommendation from PFP, the district expand Early French Immersion at Cougar Creek Elementary for September 2015.

- Potential Relocation of Existing French Immersion Programs

1. With the opening of a new secondary school in the North Clayton area of Surrey (tentatively scheduled for some time in 2017-18) the district will be required to relocate approximately 600 student to alleviate enrollment pressures at Lord Tweedsmuir Secondary School (LTSS). LTSS is currently the largest secondary school in Surrey enrolling approximately 2000 students. The school has been on an extended day bell schedule for five years. One of a range of options that will be considered is the relocation of the Lord Tweedsmuir Secondary French Immersion Program.
2. The Sullivan area of Surrey continues to experience significant population growth placing enrolment pressures on the schools in the area. Woodward Hill Elementary is the most profoundly impacted of the elementary schools in the Sullivan area. Those enrolment pressures are exacerbated by the French Immersion Program that is presently at Woodward Hill.

Recommendations:

1. That in the 2015-16 school year, staff initiate an inclusive consultation process with the Lord Tweedsmuir Secondary School community to explore all possible options and corresponding implications related to relocating approximately 600 students when the new secondary school is open in the North Clayton area.
2. That during the 2015-16 school year, PFP examines the possible relocation of all, or part, of the French Immersion Program presently located at Woodward Hill Elementary School.
3. That PFP, on an annual basis, review the possibility of relocation of French Immersion Programs based on emergent enrolment pressures.

- Expansion of Punjabi

1. The district has heard clearly from the local Punjabi community that it would like to see expansion specifically at Chimney Hill Elementary. PFP has been directed to survey elementary schools in the area and present options for consideration of additional Punjabi programming. It was clear from the Community Forums that the desire is not for Punjabi Immersion, it is Punjabi as a second language beginning in grade 5 with options for entrance to secondary schools where instruction in Punjabi would continue. If it is determined that there is space, the district would need a process to survey the community to determine enrolment as previous experience with Punjabi programs indicates that participants tend not to travel cross-boundary for Punjabi, but rather access it in their local school where available.
2. There is another option with Punjabi language programs and that is to ensure the district is providing regional access in the secondary schools so students who wish to begin with Punjabi as their formal second language option in secondary school have that option.

Recommendations:

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| <ol style="list-style-type: none"><li>1. That by July, 2015, staff complete the surveying of 10 elementary schools with the highest representation of families who are Punjabi speaking at home to determine parental interest with a view to potentially expanding the grades 5 through 7 Punjabi Language Program.</li></ol> |
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- Learning Centres

1. Major changes to the district's Learning Centres are underway with the need to reduce leased space where possible and to find adequate space where available. The Learning Centres are vibrant and critical parts of the school programs and they require adequate space for engaging learning.
2. The North Surrey Learning Centre is being relocated to the current location of Surrey Community College. The move will eliminate a lease and provides quality long term space for the Learning Centre.
3. The Guildford Learning Centre has been relocated to a new site only steps from its inadequate prior location. The new location is close to its existing site for ease of access for students and yet is a significant upgrade in facilities.
4. The Cloverdale Learning Centre will be relocated. A new location has been established, and planning to create an improved space for learning is currently under way.
5. City Central Learning Centre is in its recently updated new location. This is a significant improvement on its previous location and is well on the way to

solidifying its culture in a permanent home in a new region of the district. The new location is also being considered as a potential site for expansion as a hub for enhanced services for students and the community.

6. White Rock Learning Centre is also in need of a substantially new learning space, and staff will begin to look for new and appropriate space in South Surrey. The move is the final piece in an extended plan to update each of these important learning spaces.

#### Recommendations:

1. That the relocation of the North Surrey and Cloverdale Learning Centres be finalized prior to the September 2015 start-up of school.
2. That PFP continues to monitor the space requirements at the South Surrey/White Rock Learning Centre.

#### • Surrey Community College

1. The district has dramatically changed the programming at Surrey Community College. While substantial changes to the curriculum have been made, the best offerings have been retained. The core programs being maintained and supporting the district directly are the Education Assistant program, ABA Support Worker program and the Hair Dressing program. All other former program offerings are being eliminated. This consolidation and relocation of some programming to the new Resource and Education Centre allows for the relocation of the North Surrey Learning Center to the site. Efficiency is being maximized while retaining core programs.

#### Recommendations:

1. That staff complete the curriculum review for the Education Assistant (EA) and Applied Behaviour Analysis Support Worker (ABASW) programs by June 2016.
2. That the EA and ABASW training programs be relocated on an interim basis (location to be determined) prior to September 2015.
3. That the EA and ABASW programs be relocated to the Resource and Education Centre when ready for occupancy - anticipated October 2015.

#### • Redesign of Surrey Connect

1. The district has seen substantial changes to funding and delivery models for distributed learning programs over the years. From a place of considerable cash flow to places where the funding models place unique pressure on these innovative programs. Undergoing a major revision in the past year, Surrey

Connect is rebranding itself to refresh its look and reimagine its offerings. It is a bold move, and one that is fully supported. In addition, new options for the elementary program, which continues to face challenges with enrolment in its current form, are being considered.

Recommendations:

1. That by September 2015, the Surrey Connect curriculum delivery model be transformed to the Surrey Academy for Innovation and Learning inter-disciplinary curriculum.

- Adult Education

1. The Ministry of Education recently announced changes to Adult Education funding that will impact programming. A report was prepared for the Board with recommendations to close the Newton Continuing Education site and amalgamate staff into the Queen Elizabeth and Invergary Continuing Education sites. The district is in conversations with post-secondary institutions on potential partnerships to support graduated adults.

Recommendations:

1. That staff complete the closure of the Newton Continuing Education site by August 2015.
2. That staff support the merger of the staff from Newton Continuing Education with staff from the Queen Elizabeth and Invergary Continuing Education sites.

- Partnering with Sarah McLachlan School of Music

1. The Sarah McLachlan School of Music is a well-established program in the metro Vancouver area and the district has an opportunity to bring this program to Surrey. Through the efforts of many people, the district is well down the road of a partnership. This is an exciting opportunity and the district needs to solidify the commitment, including the need for any space or facilities adjustments, in order to enter into a long term partnership that will potentially benefit the entire community.

Recommendations:

1. That staff continue to engage in discussions with the Sarah McLachlan School of Music in an effort to build a sustainable partnership in the best interest of students.

- Continued examination of Capital Priorities
  1. The district continues to advocate for a new secondary school in the Grandview area to relieve the overcrowding at Earl Marriott Secondary. This is a top priority for the Board and a focus of liaison with ministry staff.
  2. Last year the district's efforts were rewarded with a new secondary school in north Clayton and three additions at the elementary level. Staff will continue advocacy for Grandview but efforts must also continue for elementary school space in the Clayton area. The pressures on elementary schools are extreme in this area of the district and they remain a top priority.
  3. The Board recently wrote to MLA's asking for a meeting to discuss capital priorities. Advocacy is an important part of the work as the district continues to inform the ministry of enrolment pressures.

Recommendations:

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| <ol style="list-style-type: none"><li>1. That the Board and senior staff continue to advocate through all appropriate levels of government to secure capital project approvals based on district priorities.</li><li>2. That the Board continues to advocate for direct financial support to maintain the district's inventory of portables which is unique to Surrey.</li><li>3. That the Board continues to advocate for a funding model for education which recognizes the unique geographical factors that accompany urban growth.</li></ol> |
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- Developing the district's social media strategy as a way to expand methods to engage with the community
  1. Over the past year the district has used an innovative method to communicate with the public on topics of interest. It is never easy to find ways to reach out in a district so large and the social media engagement platform PlaceSpeak allows the district to reach out to the community, to solicit feedback and to poll or survey the community on topics of interest.
  2. To date, PlaceSpeak has been used to refine the district's social media policy and to look at the future potential of programs of choice. Through these explorations, the district has solidified the partnership with PlaceSpeak and is looking at ways to expand the use of the tool to collaborate on multiple topics simultaneously. The district may use PlaceSpeak as a primary tool to connect with the public.
  3. The next topic for PlaceSpeak is devoted to capital planning priorities that will raise both public awareness and increase the district's advocacy.

Recommendations:

1. That the Communications Department manage/moderate the PlaceSpeak online platform and liaise with senior staff regarding issues that require public feedback/input.

- Making Capital priorities more visible

1. Without a doubt, the district's top priority is increased space and schools for students. With an inventory of close to 300 portables costing approximately \$4M/year out of the operating budget the district is unique.
2. The Board and staff are regularly asked about and field questions relating to the district's capital plans, the priorities and the progress on sites, acquisitions, and buildings. Whilst detailed information is routinely made available, that information would be enhanced by the use of a dedicated web presence. As stated above, staff will be developing a topic page on PlaceSpeak that is devoted entirely to capital priorities and capital projects.

Recommendations:

1. That the Communications Department develop a topic page devoted to capital priorities and projects by July 1, 2015.

- Adjusting Boundaries

1. Surrey is a rapidly growing urban centre. Adjustment to school catchment boundaries is frequently necessitated by new developments and initiatives in Surrey. It is important to know that staff work very closely with the City of Surrey on their Official Community Plan, and plan well and in advance, but nonetheless development permits emerge and rezoning occurs routinely. The district has a careful process that grandfathers existing students and the process is supported by PFP.
2. This year, the following five boundary moves are required:
  - Katzie to Latimer Road
  - K.B. Woodward to Prince Charles
  - Prince Charles to Royal Heights
  - Ocean Cliff to Ray Shepherd
  - H.T. Thrift to White Rock
3. The district is also in the midst of long term planning to consider the significant pressure on Sullivan Heights. Boundary adjustments and registration procedures



in this area of schools will be reviewed to balance the populations between Sullivan Heights and Frank Hurt. This is a future decision and, as with all boundary moves, it will be carefully considered in consultation with the local community. This will not be an easy change and making the public aware the needs will be important. Sullivan Heights, a school already on extended day, cannot be sustained without a boundary change for the feeder schools at the elementary level.

**Recommendations:**

1. That PFP, on an annual basis, make recommendations to the Board when school catchment area adjustments become necessary to manage enrolment.
2. That the Sullivan Heights Working Group, which has been established to explore strategies to manage enrolment growth at Sullivan Heights Secondary School, bring a strategic plan to PFP for review prior to making recommendation to the Board.

- **Completion of Resource and Education Centre**

1. In the fall of 2015 the district hopes to welcome the completion of the new Resource and Education Centre (REC) on the existing District Education Centre site. The district has moved to eliminating leases. The movement of the Learning Resources facility to REC will eliminate a lease and provide new programming space. In addition, REC will provide much needed meeting space that will reduce the need for hosting meetings off site due to the lack of capacity to house the size of our meeting groups. This will result in a cost saving in off-site meeting expenses.
2. The new Resource Centre is an important part of a long range plan for the district to reduce leases, create quality spaces that are owned, and give the flexibility for educational space, office space and meeting space. There is a huge demand from the teaching community on the use of meeting spaces at DEC, which is a hub for professional development. DEC is substantially overbooked for professional development sessions and the new site will provide welcome relief.

**Recommendations:**

1. That staff provide regular updates to the Board regarding progress towards completion, occupancy, and impact of the opening of the new Resource and Education Centre.



- Updating and re-locating programs for students with special needs
  1. The district has several programs that require relocation to meet their growth needs or require updated facilities.
  2. Inter-agency programs including three FASTrack programs (Jr. Sr. and Transition) require relocating due to lease expiration in 2015. The lease that houses the Lee School, TREK, Focus Track and Foundations programs expires in July 2015. The Pacific Youth Services lease that houses the TREES program expires in June 2015. Staff are currently exploring options for the above programs, including the development of a business case for a “Learning Hub” site.
  3. The Guildford BASES program is in need of an update. The program is vibrant and strong but the space is significantly over-crowded and simply inadequate. Business Development Services and Education Services have toured the site and presented options to Executive Committee. Changes and any recommendations will be made in collaboration with the administration and staff at the BASES site.

Recommendations:

1. That the FASTrack programs supported in a “Learning Hub” five-plex being placed on the property where Central City Learning Centre is located, be ready for occupancy by school start-up (September 2015).
2. That the approved improvements to the BASES portable structure be completed by August 2015.
3. That the Lees School program be re-located to the Resources Education Centre when occupancy is approved.
4. That the Education Services (Special Education) Department liaises with PFP to ensure that appropriate classroom space is provided for all Inter-agency Program students.

- Refreshing and Refocusing the District Vision
  1. As the Board is aware, the district has undergone a significant process to refresh and refine its vision. This has been an extensive process including consultation with all partner groups and formal feedback has been received in many different forms. The vision has been presented to well over 1000 participants.
  2. The vision is a statement in the power of teachers as people who design learning environments that engage all learners. It is also a statement of the importance of all adults who work with children regardless of their role. Senior staff has coined the term “Learning by Design” representing what the district embodies and the work it undertakes. Hundreds of teachers, support staff, exempt staff, administrators and parents have been part of this development. This is a living document that will evolve over time and it has been very well received.

#### Recommendations:

1. That staff align resources to support the key elements of Learning by Design: Learning, Structures, and Tools.

- The tools and structures to support Learning by Design
  1. Staff loudly and clearly expressed their need for adequate tools to support learning. Those tools extend beyond digital and computing technologies and this is an important part of the vision.
  2. A robust wireless infrastructure is critical to the update of tools. This year, 2015, the district will be part of the first wave of districts to advance to the Next Generation Network (NGN) that is part of the Provincial Learning Network Upgrade. This is a significant improvement in our wireless infrastructure and the Information Management Services (IMS) department has a detailed and thorough plan.
  3. Funding for a significant refresh of hardware is being provided. Many schools have outdated hardware that does not adequately support learning needs and places strain on service requests to IMS department. This year the district is undertaking a major update of hardware as part of placing effective tools in the hands of those who work with children and in addition ensuring students have access to updated tools.

#### Recommendations:

1. That the Board continues to resource the infrastructure and hardware necessary to support learning in this digital age.

- International Student Placement
  1. The district has modified its entrance and placement process for international students this year. A careful, established process is currently in place but that process has not normally included the PFP. That committee's work is critical in determining space and in knowing how many international students could and should be placed in any school.
  2. The changes to include PFP in the determination of space and in communication, has been a very positive step. The international program is a significant part of the district and has a strong reputation and a solid base. This slight but important change to the processes means that every placement is carefully considered in a district with limited space.

#### Recommendations:

1. That the International Department on an as needed basis (at least annually) liaises with PFP to monitor international student enrolment.

### Closing Summary

It has been well over a year of planning, adjustments, and preparation since the internal work on the development of a Long Range Facilities and Education Plan began. Trends, needs, and capacity have been analyzed and the public has been consulted regarding programs, including their desires and feedback on the flexibility and choice offered. District staff has engaged in extensive conversations on many fronts. Staff committed to the Board to engage in a long range plan for the district and have clearly been working throughout the process of engagement with the community to make changes as required while this consultation was underway.

Senior leadership and staff are excited about the work and are making the adjustments needed to ensure that the district has set the stage for its programs, facilities and partnerships to have ongoing presence in British Columbia as an innovative and progressive school district that is responsive to the needs of students, parents, and communities that it supports.

## **Executive Summary**

(Topics and Recommendations)

### **Communicating Student Learning**

1. That the district continues to support capacity building system-wide while encouraging teachers to explore the utility of e-portfolios as a means of providing parents and students with meaningful feedback of their learning.
2. That the district continues to educate parents regarding e-portfolios connected to transformation in education.
3. That staff provide the Board with semi-annual updates on e-portfolio implementation and associated parental acceptance of new representations of reporting student learning.

### **Clearly define programs of choice and their communications structures**

1. That in 2015-16 staff review all programs of choice policies and regulations, submitting amendments to the Policy Review Committee prior to bringing recommendations to the Board for consideration.

### **Policy changes to waitlists and sibling registration procedures**

1. That in 2015-16 staff review current policy and regulation pertaining to programs of choice sibling registration procedures.
2. That staff consult with the public to receive input regarding possible modifications to current procedures.
3. That if after consultation, changes are deemed appropriate, staff bring recommendations to the Board for consideration.

### **Waitlists and priorities for expansion**

1. That the district on an annual basis, through the Program, Facilities and Planning Committee (PFP), reviews the viability for expansion of programs of choice.
2. That recommendations for expansion of programs of choice that emerge over time from PFP be brought to the Board for consideration.

### **Expansion of French Immersion**

1. That PFP, on an annual basis, review the viability for expansion of Early French Immersion with particular attention in the east area which has significant classroom space pressures, and the south area which has considerable demand based on waitlists.

2. That the French Immersion Advisory Committee makes recommendations to staff regarding the desire for expansion of Intensive French and/or Late Immersion programs. All such recommendations will be reviewed by PFP.
3. That recommendations for expansion of programs of choice that emerge from PFP over time be brought to the Board for approval.
4. That, based on a current recommendation from PFP, the district expands Early French Immersion at Cougar Creek Elementary for September 2015.

### **Potential Relocation of Existing French Immersion Programs**

1. That in the 2015-16 school year, staff initiate an inclusive consultation process with the Lord Tweedsmuir Secondary School community to explore all possible options and corresponding implications related to relocating approximately 600 students when the new secondary school is open in the North Clayton area.
2. That during the 2015-16 school year, PFP examines the possible relocation of all, or part, of the French Immersion Program presently located at Woodward Hill Elementary School.
3. That PFP, on an annual basis, review the possibility of relocation of French Immersion Programs based on emergent enrolment pressures.

### **Expansion of Punjabi**

1. That by July, 2015, staff complete the surveying of 10 elementary schools with the highest representation of families who are Punjabi speaking at home to determine parental interest with a view to potentially expanding the grades 5 through 7 Punjabi Language Program.

### **Learning Centres**

1. That the relocation of the North Surrey and Cloverdale Learning Centres be finalized prior to the September 2015 start-up of school.
2. That PFP continues to monitor the space requirements at the South Surrey/White Rock Learning Centre.

### **Surrey Community College**

1. That staff complete the curriculum review for the Education Assistant (EA) and Applied Behaviour Analysis Support Worker (ABASW) programs by June 2016.
2. That the EA and ABASW training programs be relocated on an interim basis (location to be determined) prior to September 2015.
3. That the EA and ABASW programs be relocated to the Resource and Education Centre when ready for occupancy - anticipated October 2015.

### **Redesign of Surrey Connect**

1. That by September 2015, the Surrey Connect curriculum delivery model be transformed to the Surrey Academy for Innovation and Learning interdisciplinary curriculum.

### **Adult Education**

1. That staff complete the closure of the Newton Continuing Education site by August 2015.
2. That staff support the merger of the staff from Newton Continuing Education with staff from the Queen Elizabeth and Invergarry Continuing Education sites.

### **Partnering with Sarah McLachlan School of Music**

1. That staff continue to engage in discussions with the Sarah McLachlan School of Music in an effort to build a sustainable partnership in the best interest of students.

### **Continued examination of Capital Priorities**

1. That the Board and senior staff continue to advocate through all appropriate levels of government to secure capital project approvals based on district priorities.
2. That the Board continues to advocate for direct financial support to maintain the district's inventory of portables which is unique to Surrey.
3. That the Board continues to advocate for a funding model for education which recognizes the unique geographical factors that accompany urban growth.

### **Developing the district's social media strategy as a way to expand methods to engage with the community**

1. That the Communications Department manage/moderate the PlaceSpeak online platform and liaises with senior staff regarding issues that require public feedback/input.

### **Making Capital priorities more visible**

1. That the Communications Department develops a topic page devoted to capital priorities and projects by July 1, 2015.

### **Adjusting Boundaries**

1. That PFP, on an annual basis, make recommendations to the Board when school catchment area adjustments become necessary to manage enrolment.
2. That the Sullivan Heights Working Group, which has been established to explore strategies to manage enrolment growth at Sullivan Heights Secondary School, bring a strategic plan to PFP for review prior to PFP making recommendations to the Board.

### **Completion of Resource and Education Centre**

1. That staff provide regular updates to the Board regarding progress towards completion, occupancy, and impact of the opening of the new Resource and Education Centre.

### **Updating and re-locating programs for students with special needs**

1. That the FASTrack programs supported in a “Learning Hub” five-plex being placed on the property where Central City Learning Centre is located, be ready for occupancy by school start-up (September 2015).
2. That the approved improvements to the BASES portable structure be completed by August 2015.
3. That the Lees School program be re-located to the Resources Education Centre when occupancy is approved.
4. That the Education Services (Special Education) Department liaises with PFP to ensure that appropriate classroom space is provided for all Inter-agency Program students.

### **Refreshing and Refocusing the District Vision**

1. That staff align resources to support the key elements of Learning by Design: Learning, Structures, and Tools.

### **The tools and structures to support Learning by Design**

1. That the Board continues to resource the infrastructure and hardware necessary to support learning in this digital age.

### **International Student Placement**

1. That the International Department on an as needed basis (at least annually) liaises with PFP to monitor international student enrolment.

**Trustee Report**

*Surrey Board of Education trustees are kept very busy supporting schools and students, as well as representing district interests in the community. The following is a summary of the most recent trustee activities on behalf of the district.*

We attended the following district and community events:

- Surrey Board of Trade AGM;
- World Sikh Community Dinner;
- Surrey Secondary Schools Athletic Association Banquet and AGM;
- ELF ( early learning for families) pop up program at Guildford Town Centre; and
- The Air Cadet, Annual Ceremonial review. It was evident that the cadets are making a difference and are committed to their community.

We donned hardhats along with the Minister of Education for the groundbreaking ceremony at Adams Road Elementary where a 10 classroom addition will be built.

And, we attended several school events:

- The Vancouver Symphony Orchestra at Henry Bose Elementary;
- Judged an Iron Chef Foods 12 class competition;
- Scholarship luncheon at Semiahmoo Secondary;
- International Arts Day Organization scholarships for Earl Marriot, Elgin Park and Semiahmoo Secondary students;
- Frank Hurt Secondary and Guildford Park Secondary Carpentry Celebrations;
- Foundations Program Celebration;
- Invergarry and Queen Elizabeth Adult Education Graduation;
- North Surrey Learning Centre Commencement; and
- The North Surrey and Fleetwood Park Secondary Commencements; and
- Hjorth Road Elementary where Shania Twain announced funding for resources for children in need through the Shania Kids Can Program and the Dilawari Foundation.

We participated in several meetings, including:

- Budget Committee;
- Education Business Community Partnership Advisory Committee (EBCPAC);
- Food Action Coalition Committee;
- BCSTA Scholarship Selection Committee;
- Teacher Qualification Service Board meeting;
- The all Principal and Vice Principals meeting;
- The Adult Education Selection Committee; and
- A full day workshop with the Executive Committee.

In the coming weeks the Board will continue to attend celebrations and commencements at the secondary schools and learning centres as the 2014-2015 school year draws to a close.



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

**Schedule 4 (b)  
of the**

**ADMINISTRATIVE MEMORANDUM  
(Regular)**

MEETING DATE: **2015-06-18**

TOPIC: **REPORT ON BUSINESS DEVELOPMENT FINANCIAL ACTIVITY  
FOR THE SIX MONTHS ENDED 2014-12-31**

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At its 2002-11-28 Regular meeting, the Board adopted the following motion:

“THAT WHEREAS the Board has two (2) policies covering corporate sponsorship: Policy #10800 - *Education, Business, Community Partnerships*, and Policy #10815 – *Business Development*; and WHEREAS the Board has received reports in the past around the corporate sponsorship activities including the four (4) main categories: filming; foundations and corporate donations; promotional programs; and facility rentals; and WHEREAS concerns have been expressed to Trustees by parents, staff and community representatives regarding the disbursement of the funds raised through corporate sponsorship activities; and WHEREAS the Board would like to ensure that clear information is provided to students, parents, staff and the community about the financial rewards and individual school benefits that are realized through corporate sponsorship programs.  
THEREFORE BE IT RESOLVED THAT Administration provide quarterly reports to the Board regarding the corporate sponsorship activities in the school district with full disclosure of the funds and the allocation of proceeds realized in these endeavours.”

At its 2005-04-14 meeting, the Board revised this motion, directing staff to provide semi-annual instead of quarterly reports.

In light of the above motion referencing two policies, it is important to note that school district achieves its Business Development revenue through the administration of three policies:

- Policy #10800 – *Education, Business, Community Partnerships*;
- Policy #10805 – *Promotion of External Agencies Through Schools*; and
- Policy #10815 – *Business Development*.

Staff have prepared the following schedules in relation to the Business Development operations for the six months ended 2014-12-31.

- Revenue, By Project (**Schedule A**).
- Donations-In-Kind, By Project (**Schedule B**).
- Disbursement of Discretionary Funds to School (**Schedule C**).

Cont'd...

MEETING DATE: 2015-06-18

SCHEDULE: 4 (b)

TOPIC: REPORT ON BUSINESS DEVELOPMENT FINANCIAL ACTIVITY  
FOR THE SIX MONTHS ENDED 2014-12-31

The overall benefit generated by the Business Development operations for the six month period ended 2014-12-31 is summarized from the attached reports as follows:

|   | Six<br>Months<br>Ended<br>Dec 31<br>2014 | Six<br>Months<br>Ended<br>Dec 31<br>2013 | Twelve<br>Months<br>Ended<br>June 30,<br>2014 | Twelve<br>Months<br>Ended<br>June 30,<br>2013 |
|---|--|--|---|---|
| <b>Funding Sources &amp; Applications</b> | \$                                       | \$                                       | \$  | \$  |
| Cash Donations (Schedule A)               | 1,533,695                                | 1,233,523                                | 2,090,908                                     | 1,517,023                                     |
| In-Kind Donations (Schedule B)            | 339,883                                  | 349,461                                  | 801,560                                       | 816,236                                       |
| Net Revenue & Other Benefits              | <b>1,873,578</b>                         | <b>1,582,984</b>                         | <b>2,967,468</b>                              | <b>2,387,259</b>                              |
| Indirect Salaries & Benefit Expense       |  |  |   |   |
| Salaries                                  | 84,066                                   | 75,134                                   | 152,620                                       | 151,458                                       |
| Employee Benefits                         | 15,401                                   | 14,062                                   | 30,248  | 29,056  |
|   | 99,467                                   | 89,196                                   | 182,868                                       | 180,514                                       |
| <b>Net Overall Benefits Realized</b>      | <b>1,774,111</b>                         | <b>1,493,788</b>                         | <b>2,709,600</b>                              | <b>2,206,745</b>                              |

Business Development operations are defined to include financial activities empowered by Policy #10800 - *Education, Business Community Partnerships*, Policy #10805 - *Promotion of External Agencies Through Schools* and Policy #10815 - *Business Development*. This report does not include fundraising activities conducted by schools and programs.

The above attribution of indirect salaries and employee benefit expenses for the operation of the department does not include a provision for supplies, services and facilities, as they are not considered significant or material in nature to the analysis. Staff costs are allocated to Business Development proportionate to the time that department management has estimated is dedicated to the activity.

IT IS RECOMMENDED:

THAT the Board receive the Report on Business Development Financial Activity for the six months ended 2014-12-31, for information.

Enclosures:

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

W.D. Noye, Secretary-Treasurer

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

Dr. J. Tinney, Superintendent

**SCHEDULE A  
CASH DONATIONS**

**REPORT ON BUSINESS DEVELOPMENT FINANCIAL ACTIVITY  
FOR THE SIX MONTHS ENDED DECEMBER 31, 2014**

| <b>Class</b>              | <b>School/Department</b>         | <b>Sum of Amount</b> |
|---------------------------|----------------------------------|----------------------|
| <b>CSP</b>                | Aboriginal Clubs/Windspeaker     | 45,000               |
|                           | After School Programs            | 270,200              |
|                           | Attendance Matters               | 57,062               |
|                           | Camps                            | 1,301                |
|                           | General                          | 75,520               |
|                           | Girls in Action/Sticks and Stars | 26,700               |
|                           | Jumpstart Academy                | 202,500              |
|                           | Play On                          | 32,000               |
|                           | REACH                            | 30,000               |
| <b>CSP Total</b>          |                                  | <b>\$ 740,283</b>    |
| <b>School/Other</b>       | Aboriginal Education Programs    | 8,800                |
|                           | Career Education Programs        | 3,000                |
|                           | Commerical Filing                | 8,136                |
|                           | Distribution of Materials        | 8,865                |
|                           | Education Services               | 55,400               |
|                           | Field Trip Programs              | 2,000                |
|                           | Food Programs                    | 61,758               |
|                           | Lottery                          | 8,538                |
|                           | Miscellaneous General Donations  | 3,391                |
|                           | Partner Program Donations        | 218,500              |
|                           | Safe Schools                     | 12,500               |
|                           | Sales Programs                   | 4,631                |
|                           | Scholarships                     | 2,000                |
|                           | School Based Programs            | 395,895              |
| <b>School/Other Total</b> |                                  | <b>\$ 793,413</b>    |
| <b>Grand Total</b>        |                                  | <b>\$ 1,533,695</b>  |

**SCHEDULE B  
IN-KIND DONATIONS**

**REPORT ON BUSINESS DEVELOPMENT FINANCIAL ACTIVITY  
FOR THE SIX MONTHS ENDED DECEMBER 31, 2014**

| <b>Class</b>              | <b>School/Department</b>      | <b>Sum of Amount</b> |
|---------------------------|-------------------------------|----------------------|
| <b>CSP</b>                | After School Programs         | 51,800               |
|                           | Attendance Maters             | 1,210                |
|                           | Community-Schools Partnership | 3,800                |
|                           | Education Services            | 2,000                |
|                           | Jumpstart Academy             | 9,200                |
|                           | PAWS                          | 2,500                |
|                           | Sticks and Stars              | 200                  |
| <b>CSP Total</b>          |                               | <b>\$ 70,710</b>     |
| <b>School/Other</b>       | Field Trip                    | 1,300                |
|                           | Kids Up Front                 | 1,030                |
|                           | Scholarship                   | 500                  |
|                           | School Based Programs         | 230,623              |
|                           | Summer Programs               | 35,720               |
| <b>School/Other Total</b> |                               | <b>\$ 269,173</b>    |
| <b>Grand Total</b>        |                               | <b>\$ 339,883</b>    |

**SCHEDULE C**  
**DISCRETIONARY FUNDS TO SCHOOLS**

**REPORT ON BUSINESS DEVELOPMENT FINANCIAL ACTIVITY**  
**FOR THE SIX MONTHS ENDED DECEMBER 31, 2014**

**YEAR ENDED JUNE 30, 2014**

| School                 | Program                                     | Requested        | Approved      |
|------------------------|---|------------------|---------------|
| Erma Stephenson        | Eagle Entrepreneurs                         | \$ 1,071         | \$ 1,071      |
| Learning Centres       | Media Literacy Road Map Workshop Series     | 6,000            | 6,000         |
| Mary Jane Shannon      | Dream to Be...                              | 5,000            | 5,000         |
| Forsyth Road           | Build, Create and Motivate                  | 4,944            | 4,944         |
| Guildford Park         | After School Tutoring Program               | 10,000           | 10,000        |
| Jessie Lee             | Urban Agriculture                           | 2,541            | 2,541         |
| Panorama Park          | Use Your WITS                               | 5,000            | 5,000         |
| North Surrey           | Electric Vehicle Conversion                 | 10,350           | 10,350        |
| Frank Hurt             | Learning: Connected to School               | 10,000           | 10,000        |
| Boundary Park          | Banding with Seniors                        | 2,756            | 2,756         |
| Hillcrest              | Learning Through Lego                       | 5,000            | 5,000         |
| Surrey Centre          | Remembering our Past, Embracing the Present | 5,000            | 5,000         |
| H.T. Thrift            | All Things Robotic                          | 4,586            | 4,586         |
| J.T. Brown             | Beyond Screen Time                          | 4,800            | 4,800         |
| Lord Tweedsmuir        | "Power of One"                              | 5,000            | 5,000         |
| Cloverdale Traditional | Self-Regulation and Sensory                 | 2,796            | 2,796         |
| M.J. Norris            | Making Math Meaningful                      | 4,852            | 4,852         |
| Semihamoo              | Connecting and Empowering Our Girls         | 8,000            | 8,000         |
| <b>TOTAL GRANTED</b>   |   | <b>\$ 97,696</b> | <b>97,696</b> |

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

**Schedule 4 (c)  
of the**

**ADMINISTRATIVE MEMORANDUM  
(Regular)**

**MEETING DATE: 2015-06-18**

**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: **2015-06-18**

TOPIC: **ITEMS FOR FUTURE DISCUSSION**

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1. Trustees' Honorarium.

Enclosures:

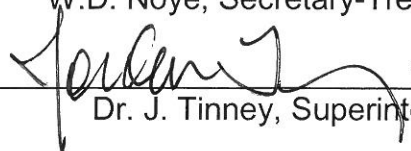


Submitted by:



W.D. Noye, Secretary-Treasurer

Approved by:



Dr. J. Tinney, Superintendent



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

**Schedule 5 (b)  
of the**

**ADMINISTRATIVE MEMORANDUM  
(Regular)**

**MEETING DATE: 2015-06-18**

**TOPIC: FUTURE MEETINGS**

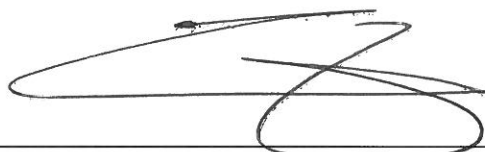
| <b>DATE</b>                   | <b>TIME</b> | <b>PLACE</b>        | <b>EVENT</b>  |
|-------------------------------|-------------|---------------------|---------------|
| Thursday, August 27, 2015 (*) | 7:00 pm     | District Ed. Centre | Regular Board |
| Thursday, September 17, 2015  | 7:00 pm     | District Ed. Centre | Regular Board |
| Thursday, October 22, 2015    | 7:00 pm     | District Ed. Centre | Regular Board |
| Thursday, November 12, 2015   | 7:00 pm     | District Ed. Centre | Regular Board |
| Thursday, December 10, 2015   | 7:00 pm     | District Ed. Centre | Regular Board |

\* If necessary

Enclosures:

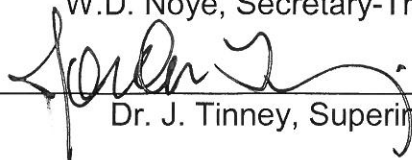
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Submitted by: \_\_\_\_\_



W.D. Noye, Secretary-Treasurer

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



Dr. J. Tinney, Superintendent