

BUILDINGS AND GROUNDS COMMITTEE  
Reporting to Public Session, Monday, February 27, 2017

The Buildings and Grounds Committee met on Wednesday, February 15, 2017 at 5:36 pm. In attendance were: Trustees Larry Hayes (Chair) and Baljinder Narang; DPAC Representative Calvin Taplay, Secretary-Treasurer Russell Horswill, Acting Director Facilities Services Phil Shepherd and Maintenance Manager ~~±~~Energy Services Matt Foley (for item 1 only).

1. PUMA Energy Intensity Profile

Matt Foley, Maintenance Manager ~~±~~Energy Services, provided an update on the Energy Intensity profile for all buildings in the school district, which included information on past boiler upgrades, the benefits of improving efficiency within our systems, as well as future steps to achieve further efficiencies. The Committee discussed future strategies and the benefit to the classroom environment.

Recommendation: THAT the Board of Education receive this information.

2. Capital Projects Update

Acting Director Facilities Services Phil Shepherd provided the Committee with a report on capital projects currently in various stages of planning within the district. Highlights include:

Alpha Secondary School Seismic Upgrade and Partial Replacement

- x Preliminary Plan approval received for phase 2
- x

- x Estimated construction value of project: \$16.5 million

Alpha Secondary School CNCP Project

- x Boilers in storage awaiting installation (summer)





#### 4. Long-Range Facilities Plan

Mr. Horswill provided an update on the development of the Long-Range Facilities Plan. The Committee was advised that a tentative timeline would have the plan submitted for the requirements and will incorporate key building strategies to support teaching and learning.

Recommendation: THAT the Board of Education receive this information.

#### 5. Custodial Review Update

Mr. Horswill provided an update on the status of the Custodial Review.

Recommendation: THAT the Board of Education receive this information.

#### 6. Next Meeting

The next Buildings and Grounds Committee meeting will be held on Wednesday, April 19, 2017 at 5:30 pm.

#### 7. Adjournment

The meeting was adjourned at 6:38 pm.

**EDUCATION COMMITTEE**  
**Reporting to Public Session on Monday, February 27, 2017**

The Education Committee met on Monday, February 6, 2017 at 4:30 pm. In attendance were Trustees Meiling Chia and Baljinder Narang, DPAC Representative Kristin Schnider, BTA Vice President Leanne Sjodin, CUPE President Paul Simpson, BPVPA, Representative David Rawnsley and Assistant Superintendents Heather Hart and Wanda Mitchell.

**1. Three Year District Calendar**

Roberto Bombelli, Assistant Superintendent, presented a proposed 3 year calendar to partner groups and Education Committee members.

In 2017-2018 the draft calendar includes Spring Break spanning March 19 – 29, 2018. The tentative Spring Break includes 4 school closure days, attached to Good Friday and Easter Monday. The additional school closure day is tentatively set for November 10, 2017. The Ministry of Education has also mandated an additional curriculum implementation day to support the redesigned curriculum, proposed for Monday, October 23, 2017.

The draft calendar was made public on February 7, 2017. It has been posted on the district website and information has been distributed via district newsletter with opportunity for feedback from February 7 – March 9, 2017. This calendar will be brought forward for Board approval on March 27, 2017 and submitted to the Ministry of Education by March 31, 2017. This proposed 3 year calendar aligns with other metro districts.

Recommendation: THAT the Board of Education receive this information.

**2. Board / Authority Approved Course (BAA) Introductory Beekeeping 11**

Garth Errico, Director of Instruction presented rationale for the BAA Course, Introductory Beekeeping 11, which is to be offered at Fraser Park Secondary. Introductory Beekeeping 11 will give students practical knowledge and skills in the field of beekeeping, if they choose to pursue it as a hobby, business, or to seek employment within the commercial beekeeping / agricultural sector. In addition, the course will foster an understanding of food production and the role of bees within it, as well as how global land use is affecting both farming and pollinators.

Recommendation: THAT the Board of Education receive and approve *Introductory Beekeeping 11* as a Board / Authority Approved course.

### **3. A Structure to Support Secondary ELL Learners (SIOP)**

Ann Thorup, Program Consultant for English Language Learning (ELL), introduced teachers; Kiran Basran from Alpha, Mirella Gargiulo from Byrne Creek, Danielle Stokes from Burnaby North and David Rawsley, Principal at Burnaby North, who updated the committee on the progress being made in the area of co-teaching and language acquisition for English Language Learners.

ELL teachers in Burnaby have been using a co-teaching model based on the Sheltered Instruction Observation Protocol method of instruction. This method involves content

**FINANCE COMMITTEE**  
**Reporting to Public Session Monday, February 27, 2017**

The Finance Committee met on Thursday, January 26, 2017 at 5:39 pm. In attendance were Trustees Ron Burton (Chair), Katrina Chen, Meiling Chia, Baljinder Narang, Harman Pandher and Gary Wong; Superintendent of Schools Gina Niccoli-Moen (item 1 only), Secretary-Treasurer Russell Horswill, Assistant Superintendents, Heather Hart and Wanda Mitchell, Deputy Secretary-Treasurer Roy Uyeno

### **3. Correspondence**

Office of the Auditor



**FINANCE COMMITTEE**  
**Reporting to Public Session Monday, February 27, 2017**

The Finance Committee met on Thursday, February 16, 2017 at 5:47 pm. In attendance were Trustees Ron Burton (Chair), Katrina Chen, Baljinder Narang and Gary Wong; Superintendent of Schools Gina Niccoli-Moen, Secretary-Treasurer Russell Horswill, Assistant Superintendents Roberto Bombelli, Heather Hart and Wanda Mitchell, Deputy Secretary-Treasurer Roy Uyeno and Manager, Finance and Budgets Shind Chand.

**1. Draft 2016/2017 Amended Operating Budget**

Deputy Secretary-Treasurer Roy Uyeno provided the committee with an updated draft of the 2016/2017 Amended Operating Budget.

The 2016/2017 Amended Annual Budget will be presented to the February 27, 2017 public board meeting for approval.

Recommendation: THAT the Board of Education receive this information.

**2. Draft 2017/2018 Status Quo Operating Budget**

Secretary-Treasurer Russell Horswill provided the committee with key budget timelines and highlighted potential budget issues for the 2017/2018 year.

Deputy Secretary-Treasurer Roy Uyeno presented a draft 2017/2018 status quo operating budget which includes projected student enrolment, budget assumptions and projected cost factors. Staff will continue to review all budget issues and assumptions and an updated draft 2017/2018 status quo operating budget will be presented at the next Finance Committee.

Recommendation: THAT the Board of Education receive this information.



**POLICY COMMITTEE**  
**Reporting to Public Session Monday, February 27, 2017**

The Policy Committee met on February 20, 2017 at 5:10 pm. In attendance were Trustees Gary Wong (Chair), Harman Pandher and Katrina Chen, Superintendent of Schools, Gina Niccoli-Moen, Secretary Treasurer, Russell Horswill, Burnaby DPAC Representative, Jen Mezei and Assistant Superintendent, Roberto Bombelli for item 1.

**1. Policy No. 5.45 Sexual Orientation/Gender Identity**

The committee reviewed Policy No. 5.45 Sexual Orientation/Gender Identity for language changes in accordance with amendments to the B.C. Human Rights Code. Updates regarding policy implementation in schools were discussed, reflecting suggested edits.

The committee discussed the proposed changes in detail and staff will bring further edits to the policy for review at the next Policy Committee meeting.

Recommendation: THAT the Board of Education receive this information.

**2. Policy No. 7.30 Maintenance of Order**

In May 2016, the provincial government released Provincial Guidelines on the Maintenance of Order under section 177 of the *School Act*. Section 177 of the *School Act* addresses the preservation of order on school premises, including ordering a person to leave and calling in police assistance if necessary.

The Ministry of Education requires that all boards of education review their procedures and policies to ensure that they include the elements set out in the aforementioned guidelines.

The committee reviewed the suggested policy in detail and changes to the current district policy.

Recommendation: THAT the Board of Education approve Policy No. 7.30.00 and Regulations and Procedures No. 7.30.01 for circulation as Notice of Motion.

**3. Access to Services**

The committee discussed the document, *Access to Services for Residents with Uncertain or no Immigration Status*. The committee discussed the importance of the operational guidelines and procedures outlined in the document.

Recommendation: THAT the Board of Education receive this information.

#### **4. Adjournment**

The meeting was adjourned at 6:15 pm.

#### **5. Date of Next Meeting**

The date of the next Policy Committee meeting is May 15, 2017.

**YOUTH AND COMMUNITY SERVICES COMMITTEE**  
**Reporting to Public Session Monday, February 27, 2017**

The Youth and Community Services Committee (YCSC) met on Monday, February 7, 2017 at 5:30 pm. In attendance were Trustees Baljinder Narang (chair), Larry Hayes and Katrina Chen, Assistant Superintendent Roberto Bombelli, DPAC Representative Jocelyn Schonekess, and Deputy Secretary-

beginning of February the district entered into a contract with Corporate Classic Caterers to provide School Meal Program Coordinator services until the end of June 2017. This ensures continuity with other food services in the district and provides continuous coverage in the event of disruption to an essential position. To be reviewed in the spring.

Recommendation: THAT the Board of Education receive this information.

### **3. Safe Schools Update**

Assistant Superintendent Roberto Bombelli reported a number of updates from the Safe Schools team:

1. Twenty-three administrative and district office staff will attend *ERASE Level 4 Train the Trainer* training on February 21 and 22.
2. recent death of a young person in a rehabilitation facility. Two of the recommendations are directed towards the Ministry of Education and the district is currently waiting for an update from the Ministry.
3. Staff from two of our potentially vulnerable sites will receive training in the administration of Naloxone. This training will ensure staff at these sites have the background and knowledge to deal with any issues related to drug misuse and overdose.
4. General planning is underway with Ministry for Children and Families, RCMP, and the Fraser Health Authority to determine interest in offering a Fentanyl Community Forum in Burnaby.

Recommendation: THAT the Board of Education receive this information.

### **4. Pink Shirt Day**

Pink Shirt Day is Wednesday, February 22 and Burnaby schools will be participating in a variety of Pink Shirt Day activities.

Recommendation: THAT the Board of Education receive this information.

### **5. Next Meeting**

Due to scheduling conflicts the YCSC meeting in March will be cancelled. The next meeting of the Youth and Community Services Committee will be Tuesday, April 4, 2017 at 5:30 pm.

Recommendation: THAT the Board of Education receive this information.

### **6. Adjournment**

The meeting was adjourned at 6:30 pm.