



**THE BOARD OF EDUCATION
School District #33 (Chilliwack)
Regular Public Board Meeting
AGENDA
May 28, 2019
7:00 pm**

1. CALL TO ORDER – School District Office

- 1.1. Call to Order - **Welcome and Acknowledgment of Stó:lō Territory**
- 1.2. Adoption of the Agenda
(THAT the agenda be adopted as circulated.)
- 1.3. Approval of the Minutes
(THAT the minutes of the May 14, 2019 Regular Public Board be approved as circulated.)

2. PRESENTATION

- 2.1. Strategic Plan Update: Reconfiguration

3. ACTION ITEMS

- 3.1. Board/Authority Authorized (BAA) Courses
- 3.2. 2019 – 2020 Budget Approval – 2nd and 3rd Readings
- 3.3. 5-Year Capital Plan
- 3.4. Disposal Bylaws – Edwards Rd. and Huston Rd. Properties
- 3.5. Amendments to the 2019 – 2020 Local School Calendar
- 3.6. Education Policy Advisory Committee Report
- 3.7. Policy 504: Ordinarily Resident and Non-Resident Students
- 3.8. Policy 534: Student Dress Guidelines
- 3.9. Policy 710: Transportation
- 3.10. Policy 307: Supervision and Evaluation of Principals and Vice Principals

4. INFORMATION ITEMS

- 4.1. Menstrual Products
- 4.2. BCSTA Report

4.3. Trustee Reports

4.4. Meeting Summary

4.5. **Next Board of Education Meeting: June 18, 2019 – 7:00 p.m.**

5. PUBLIC PARTICIPATION – QUESTIONS CONCERNING THE AGENDA

6. ADJOURNMENT



**MINUTES OF THE REGULAR MEETING
The Board of Education
School District #33 (Chilliwack)**

Date of Meeting: Tuesday, May 14, 2019

Location: School District Office

Members Present:

Chair	Mr. D. Coulter
Vice-Chair	Ms. W. Reichelt
Trustee	Dr. D. Furgason
Trustee	Mrs. H. Maahs
Trustee	Mr. J. Mumford
Trustee	Mr. B. Neufeld
Trustee	Mr. D. Swankey

Staff Present:

Acting Superintendent	Mr. R. Arul-pragasam
Secretary Treasurer	Mr. G. Slykhuis
Acting Assistant Superintendent	Mr. K. Savage
Acting Assistant Superintendent	Ms. J. Hall
Executive Assistant	Ms. D. Vogel

1. CALL TO ORDER - School District Office

1.1. Call to Order

The Board Chair called the meeting to order at 7:00 p.m. - **Welcome and Acknowledgment of Traditional Stó:lō Territory.**

1.2. Adoption of the Agenda

115.19 Moved by: Trustee Swankey
Seconded by: Trustee Mumford

THAT the agenda be amended to move Information Item 4.2: BCSTA Report to prior to Action Item 3.10: BCSTA Membership.

CARRIED
For: Coulter, Mumford, Neufeld, Reichelt, Swankey
Opposed: Furgason, Maahs

116.19 Moved by: Trustee Reichelt
Seconded by: Trustee Mumford

THAT the agenda be adopted as amended.

CARRIED
For: Coulter, Furgason, Mumford, Neufeld, Reichelt, Swankey
Opposed: Maahs

1.3. Approval of the Minutes

117.19 Moved by: Trustee Furgason
 Seconded by: Trustee Mumford

THAT the minutes of the April 30, 2019 Regular Public Board meeting be approved as amended to change motion 93.19 under Action Item 3.2: Policy 211 – Regular Public Meetings to read “Appeal of the decision of the Chair. “

CARRIED

2. PRESENTATION: STRATEGIC PLAN UPDATE – ALTERNATE PROGRAMS AND MIDDLE SCHOOL INCLUSION

Sean Wicker, Principal Alternate Education, provided an update on Type 3 Alternate Programs and Structures in the Chilliwack School District as they relate to the Strategic Plan and the following Priority:

Priority	Aligning and allocating resources, equitably, responsibly and effectively, to support goals and key initiatives. (Resources)
Goal	To align resources to efficiently and effectively execute the Strategic Plan.
Strategy	10. District Plan Review <ul style="list-style-type: none"> To develop a renewed vision for supporting students and programs.

Acting Assistant Superintendent Kirk Savage, VMS Principal Gabe D’Archangelo, ADR Principal Scott Wallace and Inclusion Teacher Karen Lincoln provided an update on the Inclusion Teacher model at Middle Schools as it relates to the Strategic Plan and the following priority:

Priority	Improving student achievement and well-being through high-quality instruction. (Instruction)
Goal	To enhance personal and social responsibility.
Strategy	2. Tier 2 and Tier 3 Supports <ul style="list-style-type: none"> Implementation of Inclusion teachers at Middle Schools.

3. ACTION ITEMS

3.1. Education Policy Advisory Committee Report

118.19 Moved by: Trustee Swankey
 Seconded by: Trustee Reichelt

THAT the Board of Education receive the Education Policy Advisory Committee Meeting Report of May 2, 2019.

CARRIED

3.2. Policy 504: Ordinarily Resident and Non-Resident Students

119.19 Moved by: Trustee Maahs
Seconded by: Trustee Neufeld

THAT the Board of Education refer Policy 504 – Ordinarily Resident and Non-Resident Students back to the Education Policy Advisory Committee for further revisions.

CARRIED

For: Coulter, Furgason, Maahs, Neufeld, Reichelt, Swankey

Opposed: Mumford

3.3. Policy 604: Library Learning Commons

120.19 Moved by: Trustee Reichelt
Seconded by: Trustee Mumford

THAT Policy 604: Library Learning Commons be amended to add “should” before feature and delete the comma before “in order to foster.”

CARRIED

For: Coulter, Furgason, Maahs, Mumford, Reichelt, Swankey

Opposed: Neufeld

121.19 Moved by: Trustee Neufeld
Seconded by: Trustee Furgason

THAT the Board of Education refer Policy 604 – Library Learning Commons back to EPAC with a request for a definition of “Library Learning Commons.”

DEFEATED

For: Furgason, Maahs, Neufeld

Abstained: Coulter, Mumford, Reichelt, Swankey

122.19 Moved by: Trustee Maahs
Seconded by: Trustee Swankey

THAT Policy 604 – Library Learning Commons be amended to remove “of Education” following “The Board” in the second paragraph.

CARRIED

For: Coulter, Furgason, Maahs, Mumford, Reichelt, Swankey

Opposed: Neufeld

123.19 Moved by: Trustee Swankey
Seconded by: Trustee Maahs

THAT the Board of Education approve Policy 604 – Library Learning Commons as amended.

CARRIED

For: Coulter, Furgason, Maahs, Mumford, Reichelt, Swankey

Abstained: Neufeld

3.4. Policy 629: Career Programs

124.19 Moved by: Trustee Maahs
Seconded by: Trustee Swankey

THAT Policy 629: Career Programs be amended to remove “of Education” after “The Board” in the second paragraph.

CARRIED

125.19 Moved by: Trustee Reichelt
Seconded by: Trustee Maahs

THAT the Policy 629: Career Programs be amended to remove the comma following “post-secondary realities.”

DEFEATED

**Opposed: Coulter, Furgason, Mumford, Swankey
Abstained: Maahs, Neufeld, Reichelt**

126.19 Moved by: Trustee Swankey
Seconded by: Trustee Maahs

THAT the Board of Education approve Policy 629 – Career Programs as amended.

CARRIED

3.5. Budget Committee Report

127.19 Moved by: Trustee Mumford
Seconded by: Trustee Reichelt

THAT the Board of Education receive the Budget Committee Meeting Report of May 9, 2019 as presented.

CARRIED

3.6. 2019 – 2020 Budget Approval: 1st Reading

128.19 Moved by: Trustee Coulter
Seconded by: Trustee Swankey

THAT the Board of Education approve the first reading of 2019-2020 Annual Budget Bylaw at the May 14, 2019 Regular Board Meeting in the amount of \$158,109,475.

CARRIED

3.7. Integrated Arts & Technology School of Choice

129.19 Moved by: Trustee Reichelt
Seconded by: Trustee Coulter

THAT the motion be amended to add “as well as a grade 6-8 Arts and Technology cohort at AD Rundle Middle School.”

CARRIED

**For: Coulter, Furgason, Mumford, Reichelt, Swankey
Opposed: Maahs, Neufeld**

130.19 Moved by: Trustee Maahs
Seconded by: Trustee Neufeld

THAT the Board of Education approve a new Integrated Arts and Technology school of choice for grades 9-12 located at 45635 Yale Road, as well as a grade 6-8 Arts and Technology cohort at AD Rundle Middle School, based on the feedback from the public consultation process.

CARRIED

For: Coulter, Furgason, Maahs, Mumford, Reichelt, Swankey
Opposed: Neufeld

3.8. Schedule of Board Meetings 2019 – 2020

131.19 Moved by: Trustee Reichelt
Seconded by: Trustee Mumford

THAT the Board of Education approve Option 2: Board Meeting Schedule – 16 meetings.

CARRIED

3.9. Trustee Remuneration

132.19 Moved by: Trustee Reichelt
Seconded by: No Seconder

THAT the motion be amended to change #3 to “recommence the annual July 1 cost of living increase in July 2020.”

FAILED

133.19 Moved by: Trustee Maahs
Seconded by: Trustee Neufeld

THAT the motion be amended to remove #4.

DEFEATED

For: Maahs, Neufeld
Opposed: Coulter, Furgason, Reichelt, Swankey
Abstained: Mumford

134.19 Moved by: Trustee Coulter
Seconded by: Trustee Furgason

THAT the Board of Education adopt the following recommendations of the Trustee Remuneration Advisory Committee:

1. Move all trustees to 95% of the medium size BC school district average.
2. Increase remuneration for all trustees by 8.3%.
3. Continue the annual July 1 cost of living increase.
4. Attendance at the British Columbia School Trustees Association Annual General Meeting will be costed from the General Governance Budget rather than individual Trustees' Professional Development Accounts.
5. Revise Policy 227: Trustee Remuneration as per the recommendations that are adopted by the Board.

6. Clarify and revise Items #1, #3 and #10 of Policy 228: Trustee Expenses.
7. Trustees are responsible for their own extended health and pension benefits (extension of item #5 in Policy 228: Trustee Expenses).
8. Adjusted trustee remuneration will become effective January 1, 2019.
9. Establish a timeline for the next review(s) of trustee remuneration and expenses as per Policy 200: Development of Policies and Regulations – “The Board shall review its policies annually and will endeavor to review any policy within five years.”

CARRIED**For: Coulter, Furgason, Maahs, Neufeld, Reichelt****Opposed: Mumford, Swankey****BCSTA Report**

Trustee Swankey provided an update on the BC School Trustees' Association.

3.10. British Columbia School Trustees Association Membership

135.19 Moved by: Trustee Neufeld
Seconded by: Trustee Maahs

THAT the Board of Education cancel its membership in the BC School Trustees Association.

DEFEATED**For: Maahs, Neufeld****Opposed: Coulter, Furgason, Mumford, Reichelt, Swankey****3.11. Policy 220: Public Participation**

136.19 Moved by: Trustee Furgason
Seconded by: Trustee Neufeld

THAT the Board of Education amend Policy 220: Public Participation to state clearly that community members may comment on any issue of importance to them in School District #33 (Chilliwack), whether on the agenda that day or not.

NO VOTE

137.19 Moved by: Trustee Swankey
Seconded by: Trustee Maahs

THAT the motion be deferred to the next Committee of the Whole meeting.

CARRIED**For: Coulter, Maahs, Mumford, Reichelt, Swankey****Opposed: Furgason****3.12. Policy 803 & Administrative Regulation 803.1: Acquisition and Disposal of Real Estate**

138.19 Moved by: Trustee Neufeld
Seconded by: Trustee Mumford

THAT the Board of Education approve Policy 803 – Acquisition and Disposal of Real Estate as presented.

CARRIED

Secretary Treasurer Gerry Slykhuis also presented Administrative Regulation 803.1 for information.

Motion to Extend Meeting

139.19 Moved by: Trustee Reichelt
Seconded by: Trustee Maahs

THAT the Board of Education extend the meeting until the agenda is finished.

CARRIED

4. INFORMATION ITEMS

4.1 Quarterly Financial Report

Secretary Treasurer Gerry Slykhuis presented the Quarterly Financial Report – March 31, 2019.

4.2 Trustee Reports

Trustee Furgason reported on the following:

- May 4: God and Government Conference.
- May 7: Athletics Gala.
- May 9: Budget Committee.

Trustee Mumford reported on the following:

- May 1: Drama Program Presentation called “Will Power: The Passion and Violence of Shakespeare.”
- May 8: Leaders of Tomorrow Rotary Awards, where 18 students from all three of our high schools received scholarships.
- May 9: Chaired the budget committee meeting.

Trustee Neufeld reported on the following:

- Attended workshop on God and Governance.
- Attended lecture by Dr. Ken Zucker, Meghan Murphy and Dagny.

Trustee Reichelt reported on the following:

- May 3: CCYC’s Conversation on Chilliwack’s Children.
- May 7: CCYC Meeting May 7: Athletics Gala.
- May 8: Rotary Leaders of Tomorrow Awards.
- May 9: Budget Committee.
- May 11: FVLC Inclusivity Training.
- May 13: Special Education Advisory Committee.
- May 13: White Hatter presentation at Central Elementary.

Trustee Swankey reported on the following:

- May 2: Chaired the EPAC Meeting.

- May 4: Attended the opening of Lewx Qwò:m Park; recognized Ed Centre Student Lloyd Laroche for his dedication and hard work with the Chilliwack Park Society for his closing words he shared at the opening of the Park.
- May 7: Attended the SD33 Athletics Gala and Recognition Night.
- May 8: Attended the Leaders of Tomorrow Recognition Event; 22 Graduates were recognized by the Rotary Clubs of Chilliwack.
- May 10 – 12: Attended the Canadian Down Syndrome Society Conference in Victoria BC.
- May 13: Attended the White Hatter Presentation at Central Elementary; thank you to the team at Central for hosting the event.

Trustee Maahs reported on the following:

- Sports Gala Event
- EPAC Committee
- Special Ed Advisory Committee
- White Hatter Event at Central
- Dr. Zucker, Megan Murphy, Dagny (detransitioning woman)
- ARPA sponsored: God and Government

Trustee Coulter reported on the following:

- May 13: Attended SSS PAC.

4.3 April 30, 2019 In-Camera Board Meeting Summary

Trustees: Dan Coulter, Willow Reichelt, Darrell Furgason, Heather Maahs, Jared Mumford, Barry Neufeld, David Swankey

Staff: Rohan Arul-pragasam, Gerry Slykhuis, Tamara Ilersich, Donna Vogel

1. Community Member – Audit Committee
2. Community Members – Budget Committee
3. Collective Bargaining: CUPE (continued from April 9, 2019)
4. BCPSEA Report
5. Human Resources Report

4.4 Next Board of Education Meeting Date

**Tuesday, May 28, 2019
7:00 pm
School District Office**

5. QUESTION PERIOD ON AGENDA ITEMS

The Chair called for questions from the public regarding agenda items.

Questions were received regarding:

- Funding for the new Southside school and Integrated Arts and Technology school.
- Policy 604: Library Learning Commons.
- Schools of choice.
- Work experience programs.
- Trustee professional development funds.
- Committee of the Whole meetings.
- Policy regarding Trustee reports.

- Consultations for the Integrated Arts and Technology School.

6. **ADJOURNMENT**

The meeting was adjourned at 10:10 p.m.

Board Chair

Secretary-Treasurer

BOARD OF EDUCATION

PRESENTATION

DATE: May 28, 2019
TO: Board of Education
FROM: Rohan Arul-pragasam, Acting School Superintendent
RE: **STRATEGIC PLAN UPDATE – RECONFIGURATION**

Principals – Angela Utley (Unsworth Elementary), Janine McCurdy (East Chilliwack Elementary), Paula Gosal (Chilliwack Middle School), Brian Fehlauer (Chilliwack Senior Secondary) – and Vice Principals – Danielle Wicker (Mount Slesse Middle) and Jessica Adams Loupret (Chilliwack Senior Secondary) – will provide a K-12 update on reconfiguration as it relates to the Strategic Plan and the following priority:

Priority	Improving student achievement and well-being through high quality instruction (INSTRUCTION)
Goal	All students to meet or exceed grade level expectations in literacy and numeracy.
Strategy	Reconfiguration <ul style="list-style-type: none">Supporting the new vision of Elementary K to 5, Middle 6 to 8 and Secondary 9 to 12 schools to effectively support the social, emotional, physical and intellectual learning needs of our students.

The update will provide information about the successes and the next steps in the reconfiguration journey.

BOARD OF EDUCATION

DECISION REPORT

DATE: May 28, 2019

TO: Board of Education

FROM: Heather Maahs, Trustee Representative (BAA Committee)

RE: **BOARD/AUTHORITY AUTHORIZED (BAA) COURSES**

RECOMMENDATION:

1. THAT the Board of Education approve the Board/Authority Authorized Course: Sports Medicine 11.
2. THAT the Board of Education approve the Board/Authority Authorized Course: Sports Medicine 12.

These courses meet the following Ministry of Education criteria:

- ✓ is not preparatory, remedial or modified
- ✓ does not significantly overlap with provincial curriculum Content
- ✓ name reflects the subject area and includes the Grade level
- ✓ assigned Grade reflects the appropriate level of instruction
- ✓ credit value appropriately reflects the length and scope of the course
- ✓ synopsis clearly outlines what a student has gained when the course is completed
- ✓ goals are general statements of intention that give structure to the curriculum
- ✓ rationale outlines the importance of the learning to the student and society
- ✓ embeds Aboriginal Worldviews and Perspectives
- ✓ organizational structure outlines the Content, Curricular Competencies, and Big Ideas
- ✓ learning standards are assessable and observable and can be understood by students and parents
- ✓ recommended instructional component clarifies the learning standards and provides a range of pedagogical opportunities
- ✓ recommended assessment component aligns with the Principles of Quality Assessment
- ✓ learning resources are age appropriate, support learning standards and diversity of learning rates and styles

BOARD OF EDUCATION

DECISION REPORT

DATE: May 28, 2019
TO: Board of Education
FROM: Gerry Slykhuis, Secretary Treasurer
RE: **2019-20 ANNUAL BUDGET – 2nd & 3rd READINGS**

RECOMMENDATION:

THAT the Board of Education approve the second and third (final) reading of 2019-2020 Annual Budget Bylaw at the May 28, 2019 Regular Board Meeting in the amount of \$158,109,475.

BACKGROUND:

Included in this package is the Ministry of Education Budget Template document – this is the main budget document and bylaw.

Annual Budget

School District No. 33 (Chilliwack)

June 30, 2020

School District No. 33 (Chilliwack)

June 30, 2020

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*NOTE - Statement 1, Statement 3, Statement 5, Schedule 1 and Schedules 4A - 4D are used for Financial Statement reporting only.

ANNUAL BUDGET BYLAW

A Bylaw of THE BOARD OF EDUCATION OF SCHOOL DISTRICT NO. 33 (CHILLIWACK) (called the "Board") to adopt the Annual Budget of the Board for the fiscal year 2019/2020 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. 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. 33 (Chilliwack) Annual Budget Bylaw for fiscal year 2019/2020.
3. The attached Statement 2 showing the estimated revenue and expense for the 2019/2020 fiscal year and the total budget bylaw amount of \$158,109,475 for the 2019/2020 fiscal year was prepared in accordance with the *Act*.
4. Statement 2, 4 and Schedules 2 to 4 are adopted as the Annual Budget of the Board for the fiscal year 2019/2020.

READ A FIRST TIME THE _____ DAY OF _____, 2019;

READ A SECOND TIME THE _____ DAY OF _____, 2019;

READ A THIRD TIME, PASSED AND ADOPTED THE _____ DAY OF _____, 2019;

Chairperson of the Board

(Corporate Seal)

Secretary Treasurer

I HEREBY CERTIFY this to be a true original of School District No. 33 (Chilliwack) Annual Budget Bylaw 2019/2020, adopted by the Board the _____ DAY OF _____, 2019.

Secretary Treasurer

School District No. 33 (Chilliwack)

Statement 2

Annual Budget - Revenue and Expense
Year Ended June 30, 2020

	2020 Annual Budget	2019 Amended Annual Budget
Ministry Operating Grant Funded FTE's		
School-Age	13,826,338	13,717,224
Adult	57,625	74,875
Other	84,750	84,750
Total Ministry Operating Grant Funded FTE's	13,968,713	13,876,849
Revenues	\$	\$
Provincial Grants		
Ministry of Education	140,598,149	142,860,253
Other	170,000	190,000
Tuition	1,500,000	1,337,500
Other Revenue	6,108,016	6,443,439
Rentals and Leases	365,399	350,000
Investment Income	532,800	528,000
Amortization of Deferred Capital Revenue	6,890,062	6,853,885
Total Revenue	156,164,426	158,563,077
Expenses		
Instruction	124,822,998	124,832,366
District Administration	4,579,327	4,599,109
Operations and Maintenance	23,418,301	23,963,566
Transportation and Housing	4,087,549	3,951,514
Total Expense	156,908,175	157,346,555
Net Revenue (Expense)	(743,749)	1,216,522
Budgeted Allocation (Retirement) of Surplus (Deficit)	1,659,738	4,986,168
Budgeted Surplus (Deficit), for the year	915,989	6,202,690
Budgeted Surplus (Deficit), for the year comprised of:		
Operating Fund Surplus (Deficit)		
Special Purpose Fund Surplus (Deficit)		
Capital Fund Surplus (Deficit)	915,989	6,202,690
Budgeted Surplus (Deficit), for the year	915,989	6,202,690

School District No. 33 (Chilliwack)

Annual Budget - Revenue and Expense
Year Ended June 30, 2020

	2020 Annual Budget	2019 Amended Annual Budget
Budget Bylaw Amount		
Operating - Total Expense	135,490,959	134,836,374
Special Purpose Funds - Total Expense	11,454,235	12,659,878
Capital Fund - Total Expense	9,962,981	9,850,303
Capital Fund - Tangible Capital Assets Purchased from Local Capital	1,201,300	1,481,500
Total Budget Bylaw Amount	158,109,475	158,828,055

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 _____

DRAFT

School District No. 33 (Chilliwack)

Statement 4

Annual Budget - Changes in Net Financial Assets (Debt)

Year Ended June 30, 2020

	2020	2019 Amended
	Annual Budget	Annual Budget
	\$	\$
Surplus (Deficit) for the year	<u>(743,749)</u>	<u>1,216,522</u>
Effect of change in Tangible Capital Assets		
Acquisition of Tangible Capital Assets		
From Local Capital	(1,201,300)	(1,481,500)
From Deferred Capital Revenue	<u>(1,562,933)</u>	<u>(7,264,046)</u>
Total Acquisition of Tangible Capital Assets	(2,764,233)	(8,745,546)
Amortization of Tangible Capital Assets	<u>8,175,373</u>	<u>8,062,695</u>
Total Effect of change in Tangible Capital Assets	5,411,140	(682,851)
	<u>-</u>	<u>-</u>
(Increase) Decrease in Net Financial Assets (Debt)	<u>4,667,391</u>	<u>533,671</u>

School District No. 33 (Chilliwack)

Annual Budget - Operating Revenue and Expense
Year Ended June 30, 2020

	2020 Annual Budget	2019 Amended Annual Budget
	\$	\$
Revenues		
Provincial Grants		
Ministry of Education	130,929,606	127,199,950
Other	170,000	170,000
Tuition	1,500,000	1,337,500
Other Revenue	2,567,516	2,774,256
Rentals and Leases	365,399	350,000
Investment Income	500,000	500,000
Total Revenue	<u>136,032,521</u>	<u>132,331,706</u>
Expenses		
Instruction	113,825,294	112,629,019
District Administration	4,579,327	4,599,109
Operations and Maintenance	13,459,040	14,098,574
Transportation and Housing	3,627,298	3,509,672
Total Expense	<u>135,490,959</u>	<u>134,836,374</u>
Net Revenue (Expense)	<u>541,562</u>	<u>(2,504,668)</u>
Budgeted Prior Year Surplus Appropriation	<u>1,659,738</u>	<u>4,986,168</u>
Net Transfers (to) from other funds		
Local Capital	(1,201,300)	(1,481,500)
Other	(1,000,000)	(1,000,000)
Total Net Transfers	<u>(2,201,300)</u>	<u>(2,481,500)</u>
Budgeted Surplus (Deficit), for the year	<u>-</u>	<u>-</u>

School District No. 33 (Chilliwack)

Schedule 2A

Annual Budget - Schedule of Operating Revenue by Source
Year Ended June 30, 2020

	2020 Annual Budget	2019 Amended Annual Budget
	\$	\$
Provincial Grants - Ministry of Education		
Operating Grant, Ministry of Education	130,576,938	127,783,782
DISC/LEA Recovery	(2,292,396)	(2,292,396)
Other Ministry of Education Grants		
Pay Equity	864,624	864,624
Funding for Graduated Adults	163,500	200,000
Transportation Supplement	329,456	329,456
Economic Stability Dividend	-	82,000
Carbon Tax Grant	108,000	108,000
FSA Scoring	14,000	14,000
Benefit Funding	110,484	110,484
EHT Funding	1,055,000	
Total Provincial Grants - Ministry of Education	<u>130,929,606</u>	<u>127,199,950</u>
Provincial Grants - Other	<u>170,000</u>	<u>170,000</u>
Tuition		
International and Out of Province Students	1,500,000	1,337,500
Total Tuition	<u>1,500,000</u>	<u>1,337,500</u>
Other Revenues		
LEA/Direct Funding from First Nations	2,292,396	2,292,396
Miscellaneous		
Energy Program	30,000	30,000
Print Shop	-	40,000
Distance Ed, Textbook & Course Fees	5,000	5,000
Bus Fees	120,000	120,000
Other Miscellaneous	120,120	286,860
Total Other Revenue	<u>2,567,516</u>	<u>2,774,256</u>
Rentals and Leases	<u>365,399</u>	<u>350,000</u>
Investment Income	<u>500,000</u>	<u>500,000</u>
Total Operating Revenue	<u><u>136,032,521</u></u>	<u><u>132,331,706</u></u>

School District No. 33 (Chilliwack)

Schedule 2B

Annual Budget - Schedule of Operating Expense by Object
Year Ended June 30, 2020

	2020 Annual Budget	2019 Amended Annual Budget
	\$	\$
Salaries		
Teachers	59,521,591	58,003,574
Principals and Vice Principals	7,717,123	7,531,441
Educational Assistants	10,422,110	10,229,168
Support Staff	12,510,623	12,332,357
Other Professionals	3,093,508	2,956,998
Substitutes	4,980,850	4,959,316
Total Salaries	98,245,805	96,012,854
Employee Benefits	22,414,887	22,011,148
Total Salaries and Benefits	120,660,692	118,024,002
Services and Supplies		
Services	3,391,280	4,680,924
Student Transportation	7,700	9,700
Professional Development and Travel	1,102,189	1,156,448
Rentals and Leases	32,029	24,000
Dues and Fees	392,751	377,060
Insurance	252,000	209,000
Supplies	7,173,026	7,798,243
Utilities	2,479,292	2,556,997
Total Services and Supplies	14,830,267	16,812,372
Total Operating Expense	135,490,959	134,836,374

School District No. 33 (Chilliwack)

Annual Budget - Operating Expense by Function, Program and Object

Year Ended June 30, 2020

	Teachers Salaries	Principals and Vice Principals Salaries	Educational Assistants Salaries	Support Staff Salaries	Other Professionals Salaries	Substitutes Salaries	Total Salaries
	\$	\$	\$	\$	\$	\$	\$
1 Instruction							
1.02 Regular Instruction	47,028,450	1,098,284	2,588	598,742	-	3,365,902	52,093,966
1.03 Career Programs	91,073	-	-	506,641	73,971	2,733	674,418
1.07 Library Services	1,479,778	46,886	-	109,904	-	47,580	1,684,148
1.08 Counselling	2,120,579	190,833	-	-	-	9,357	2,320,769
1.10 Special Education	6,705,822	215,454	9,275,405	67,392	-	613,575	16,877,648
1.30 English Language Learning	883,973	92,978	-	-	-	3,099	980,050
1.31 Aboriginal Education	824,540	-	1,144,117	-	73,971	58,993	2,101,621
1.41 School Administration	-	5,728,512	-	2,468,736	289,510	78,804	8,565,562
1.60 Summer School	148,635	37,215	-	-	-	-	185,850
1.61 Continuing Education	87,381	-	-	-	-	-	87,381
1.62 International and Out of Province Students	151,360	113,305	-	21,421	-	3,468	289,554
1.64 Other	-	-	-	85,686	92,395	-	178,081
Total Function 1	59,521,591	7,523,467	10,422,110	3,858,522	529,847	4,183,511	86,039,048
4 District Administration							
4.11 Educational Administration	-	-	-	-	860,386	-	860,386
4.40 School District Governance	-	-	-	-	141,395	-	141,395
4.41 Business Administration	-	193,656	-	546,088	1,109,557	9,846	1,859,147
Total Function 4	-	193,656	-	546,088	2,111,338	9,846	2,860,928
5 Operations and Maintenance							
5.41 Operations and Maintenance Administration	-	-	-	76,461	373,094	-	449,555
5.50 Maintenance Operations	-	-	-	5,508,109	-	472,177	5,980,286
5.52 Maintenance of Grounds	-	-	-	689,062	-	-	689,062
5.56 Utilities	-	-	-	-	-	-	-
Total Function 5	-	-	-	6,273,632	373,094	472,177	7,118,903
7 Transportation and Housing							
7.41 Transportation and Housing Administration	-	-	-	141,075	79,229	-	220,304
7.70 Student Transportation	-	-	-	1,691,306	-	315,316	2,006,622
Total Function 7	-	-	-	1,832,381	79,229	315,316	2,226,926
9 Debt Services							
Total Function 9	-	-	-	-	-	-	-
Total Functions 1 - 9	59,521,591	7,717,123	10,422,110	12,510,623	3,093,508	4,980,850	98,245,805

School District No. 33 (Chilliwack)

Annual Budget - Operating Expense by Function, Program and Object

Year Ended June 30, 2020

	Total Salaries	Employee Benefits	Total Salaries and Benefits	Services and Supplies	2020 Annual Budget	2019 Amended Annual Budget
	\$	\$	\$	\$	\$	\$
1 Instruction						
1.02 Regular Instruction	52,093,966	11,686,525	63,780,491	5,547,506	69,327,997	69,389,369
1.03 Career Programs	674,418	165,720	840,138	586,931	1,427,069	1,390,620
1.07 Library Services	1,684,148	381,426	2,065,574	135,423	2,200,997	2,176,888
1.08 Counselling	2,320,769	520,979	2,841,748	-	2,841,748	2,816,741
1.10 Special Education	16,877,648	4,092,367	20,970,015	629,544	21,599,559	21,026,204
1.30 English Language Learning	980,050	215,925	1,195,975	27,754	1,223,729	1,264,630
1.31 Aboriginal Education	2,101,621	533,263	2,634,884	706,593	3,341,477	2,815,952
1.41 School Administration	8,565,562	1,831,423	10,396,985	163,952	10,560,937	10,499,829
1.60 Summer School	185,850	41,197	227,047	5,000	232,047	143,242
1.61 Continuing Education	87,381	23,781	111,162	9,500	120,662	116,878
1.62 International and Out of Province Students	289,554	63,330	352,884	339,850	692,734	683,210
1.64 Other	178,081	42,025	220,106	36,232	256,338	305,456
Total Function 1	86,039,048	19,597,961	105,637,009	8,188,285	113,825,294	112,629,019
4 District Administration						
4.11 Educational Administration	860,386	151,678	1,012,064	158,450	1,170,514	1,069,084
4.40 School District Governance	141,395	7,979	149,374	130,258	279,632	404,572
4.41 Business Administration	1,859,147	421,324	2,280,471	848,710	3,129,181	3,125,453
Total Function 4	2,860,928	580,981	3,441,909	1,137,418	4,579,327	4,599,109
5 Operations and Maintenance						
5.41 Operations and Maintenance Administration	449,555	97,800	547,355	229,100	776,455	1,302,150
5.50 Maintenance Operations	5,980,286	1,447,594	7,427,880	1,658,022	9,085,902	9,114,214
5.52 Maintenance of Grounds	689,062	162,329	851,391	266,000	1,117,391	1,125,213
5.56 Utilities	-	-	-	2,479,292	2,479,292	2,556,997
Total Function 5	7,118,903	1,707,723	8,826,626	4,632,414	13,459,040	14,098,574
7 Transportation and Housing						
7.41 Transportation and Housing Administration	220,304	51,948	272,252	82,950	355,202	375,142
7.70 Student Transportation	2,006,622	476,274	2,482,896	789,200	3,272,096	3,134,530
Total Function 7	2,226,926	528,222	2,755,148	872,150	3,627,298	3,509,672
9 Debt Services						
Total Function 9	-	-	-	-	-	-
Total Functions 1 - 9	98,245,805	22,414,887	120,660,692	14,830,267	135,490,959	134,836,374

School District No. 33 (Chilliwack)

Annual Budget - Special Purpose Revenue and Expense
Year Ended June 30, 2020

	2020	2019 Amended
	Annual Budget	Annual Budget
	\$	\$
Revenues		
Provincial Grants		
Ministry of Education	7,880,935	8,942,695
Other		20,000
Other Revenue	3,540,500	3,669,183
Investment Income	32,800	28,000
Total Revenue	11,454,235	12,659,878
Expenses		
Instruction	10,997,704	12,203,347
Operations and Maintenance	456,531	456,531
Total Expense	11,454,235	12,659,878
Budgeted Surplus (Deficit), for the year	-	-

School District No. 33 (Chilliwack)

Annual Budget - Changes in Special Purpose Funds

Year Ended June 30, 2020

	Annual Facility Grant	Learning Improvement Fund	Scholarships and Bursaries	School Generated Funds	Strong Start	Ready, Set, Learn	OLEP	CommunityLINK	Classroom Enhancement Fund - Overhead
	\$	\$	\$	\$	\$		\$	\$	\$
Deferred Revenue, beginning of year			184,000	1,198,187					
Add: Restricted Grants									
Provincial Grants - Ministry of Education	456,531	497,024			224,000	49,000	134,344	709,553	438,837
Other			63,500	3,400,000					
Investment Income			4,800	28,000					
	456,531	497,024	68,300	3,428,000	224,000	49,000	134,344	709,553	438,837
Less: Allocated to Revenue	456,531	497,024	68,300	3,428,000	224,000	49,000	134,344	709,553	438,837
Deferred Revenue, end of year	-	-	184,000	1,198,187	-	-	-	-	-
Revenues									
Provincial Grants - Ministry of Education	456,531	497,024			224,000	49,000	134,344	709,553	438,837
Other Revenue			63,500	3,400,000					
Investment Income			4,800	28,000					
	456,531	497,024	68,300	3,428,000	224,000	49,000	134,344	709,553	438,837
Expenses									
Salaries									
Teachers							36,429		
Principals and Vice Principals						24,450			165,188
Support Staff		392,643			165,796			574,440	58,029
Substitutes							1,821		153,350
	-	392,643	-	-	165,796	24,450	38,250	574,440	376,567
Employee Benefits					50,848	5,033	8,287	135,113	48,924
Services and Supplies	456,531	104,381	68,300	3,428,000	7,356	19,517	87,807		13,346
	456,531	497,024	68,300	3,428,000	224,000	49,000	134,344	709,553	438,837
Net Revenue (Expense)	-	-	-	-	-	-	-	-	-

School District No. 33 (Chilliwack)

Annual Budget - Changes in Special Purpose Funds

Year Ended June 30, 2020

	Classroom Enhancement Fund - Staffing	After School Sports Initiative	TOTAL
	\$	\$	\$
Deferred Revenue, beginning of year		5,000	1,387,187
Add: Restricted Grants			
Provincial Grants - Ministry of Education	5,371,646		7,880,935
Other		72,000	3,535,500
Investment Income			32,800
	5,371,646	72,000	11,449,235
Less: Allocated to Revenue	5,371,646	77,000	11,454,235
Deferred Revenue, end of year	-	-	1,382,187
Revenues			
Provincial Grants - Ministry of Education	5,371,646		7,880,935
Other Revenue		77,000	3,540,500
Investment Income			32,800
	5,371,646	77,000	11,454,235
Expenses			
Salaries			
Teachers	4,362,618		4,399,047
Principals and Vice Principals			189,638
Support Staff			1,190,908
Substitutes			155,171
	4,362,618	-	5,934,764
Employee Benefits	1,009,028		1,257,233
Services and Supplies		77,000	4,262,238
	5,371,646	77,000	11,454,235
Net Revenue (Expense)	-	-	-

School District No. 33 (Chilliwack)

Schedule 4

Annual Budget - Capital Revenue and Expense
Year Ended June 30, 2020

	2020 Annual Budget			2019 Amended Annual Budget
	Invested in Tangible Capital Assets	Local Capital	Fund Balance	
	\$	\$	\$	\$
Revenues				
Provincial Grants				
Ministry of Education	1,787,608		1,787,608	6,717,608
Amortization of Deferred Capital Revenue	6,890,062		6,890,062	6,853,885
Total Revenue	8,677,670	-	8,677,670	13,571,493
Expenses				
Operations and Maintenance	1,787,608		1,787,608	1,787,608
Amortization of Tangible Capital Assets				
Operations and Maintenance	7,715,122		7,715,122	7,620,853
Transportation and Housing	460,251		460,251	441,842
Total Expense	9,962,981	-	9,962,981	9,850,303
Net Revenue (Expense)	(1,285,311)	-	(1,285,311)	3,721,190
Net Transfers (to) from other funds				
Local Capital		1,201,300	1,201,300	1,481,500
Transfer to Local Capital for New School		1,000,000	1,000,000	1,000,000
Total Net Transfers	-	2,201,300	2,201,300	2,481,500
Other Adjustments to Fund Balances				
Tangible Capital Assets Purchased from Local Capital	1,201,300	(1,201,300)	-	
Total Other Adjustments to Fund Balances	1,201,300	(1,201,300)	-	
Budgeted Surplus (Deficit), for the year	(84,011)	1,000,000	915,989	6,202,690

BOARD OF EDUCATION

DECISION REPORT

DATE: May 28, 2019
TO: Board of Education
FROM: Gerry Slykhuis, Secretary Treasurer
RE: **FIVE-YEAR CAPITAL PLAN**

RECOMMENDATION:

THAT the Board of Education approve the Capital Plan as outlined in the attached document.

BACKGROUND:

Annual Five-Year Capital Plan submissions from boards of education are used by the Ministry to determine which priority capital projects may be included in the Ministry's Capital Plan for the following fiscal year. The capital plan submissions also provide the Ministry with important insight into future year capital priorities, which can be used for longer term government planning and the determination of potential future capital funding requirements for the public education system.

The Ministry is seeking capital project requests under the following capital programs:

Annual Capital Programs:

- School Enhancement Program (SEP)
- Carbon Neutral Capital Program (CNCP)
- Bus Acquisition Program (BUS)
- Playground Equipment Program (PEP)
- Building Envelope Program (BEP)

Major Capital Programs:

- Seismic Mitigation Program (SMP)
- School Expansion Program (EXP)
- School Replacement Program (REP)

Once the assessment of capital plan submissions from all school districts has been completed by the Ministry, and the provincial Budget has been formally announced by the Province, the Ministry will notify each school district with a written response regarding its board's Five-Year Capital Plan submission.

1. Projects by Year

The five-year capital plan reflects an orderly sequence of capital works, and is an indication of funding needs by year. The amount indicated for each project is only an estimate for capital planning purposes.

2. Project Priority

Each capital project must be assigned a numerical ranking, ordered from highest to lowest priority, (from “1 to 10” sequentially) starting with “1” as the school board’s highest priority. Within project categories, the highest ranked project will be considered the first or highest priority within that project type.

For the Ministry to process a capital plan submission, a copy of the Board of Education’s resolution (attached) that adopts the capital plan must be included. A board-adopted bylaw is not required at this point in the annual Five-Year Capital Plan process.

School districts must submit their Five-Year Capital Plan and supporting documentation by June 30, 2019.

Five Year Capital Plan Summary
 Capital Plan Year: 2020/21

District Priority	Project Title	2020/21	2021/22	2022/23	2023/24	2024/25	Total
Seismic Mitigation Program (SEM):							
n/a	no submission	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
School Expansion Program (EXP):							
1	Northside Middle/Secondary Renovations & Gym Expansion						\$ -
2	G.W. Graham Secondary Addition +400						\$ -
3	Vedder Elementary Addition +250						\$ -
4	Cheam Elementary Addition +300						\$ -
5	Sardis Secondary Addition +400 & Gymnasium						\$ -
6	Land Purchase for New East Side Elementary	\$ 7,500,000					\$ 7,500,000
7	New East Side Chilliwack Elementary +500						\$ -
8	Vedder Middle School Addition +300						\$ -
9	Sardis Elementary Addition +250						\$ -
10	Watson Elementary Addition +250						\$ -
11	Cultus Lake Elementary Addition +250						\$ -
12	Land Purchase for New South Side Elementary School		\$ 10,000,000				\$ 10,000,000
13	Land Purchase for New Promontory Middle School					\$ 15,000,000	\$ 15,000,000
School Replacement Program (REP):							
n/a	no submission	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

Five Year Capital Plan Summary
 Capital Plan Year: 2020/21

District Priority	Project Title	2020/21	2021/22	2022/23	2023/24	2024/25	Total
Building Envelope Program (BEP):							
1	Vedder Elementary	\$ 364,000	\$ -	\$ -	\$ -	\$ -	\$ 364,000
2	Sardis Elementary	\$ 500,000	\$ -	\$ -	\$ -	\$ -	\$ 500,000
School Enhancement Program (SEP):							
1	East Chilliwack Elementary-Mechanical Upgrades	\$ 350,000	\$ -	\$ -	\$ -	\$ -	\$ 350,000
2	Sardis Secondary-Mechanical Upgrades	\$ 862,500	\$ -	\$ -	\$ -	\$ -	\$ 862,500
3	McCammon Elementary-Roofing	\$ 400,000	\$ -	\$ -	\$ -	\$ -	\$ 400,000
4	Sardis Secondary-Replace Dust Collectors	\$ 637,000	\$ -	\$ -	\$ -	\$ -	\$ 637,000
5	Strathcona Elem.-Flooring Upgrades	\$ 102,000	\$ -	\$ -	\$ -	\$ -	\$ 102,000
Carbon Neutral Capital Program (CNCP):							
1	Strathcona Elementary-HVAC	\$ 658,750	\$ -	\$ -	\$ -	\$ -	\$ 658,750
2	Sardis Secondary-Lighting Upgrade	\$ 641,633	\$ -	\$ -	\$ -	\$ -	\$ 641,633
3	Vedder Middle-Boiler Replacement	\$ 375,000	\$ -	\$ -	\$ -	\$ -	\$ 375,000
Playground Equipment Program (PEP):							
1	Unsworth Elementary	\$ 90,000	\$ -	\$ -	\$ -	\$ -	\$ 90,000
2	Robertson Elementary	\$ 90,000	\$ -	\$ -	\$ -	\$ -	\$ 90,000
3	Central Elementary	\$ 90,000	\$ -	\$ -	\$ -	\$ -	\$ 90,000
Bus Replacement Program (BUS):							
n/a	Bus Replacement #3331– D(80+RE)	Cost assigned by MoEd					
n/a	Bus Replacement #A9330 – D(80+RE)	Cost assigned by MoEd					
n/a	Bus Replacement #3332– D(80+RE)	Cost assigned by MoEd					
n/a	Bus Replacement #A7330 – D(80+RE)	Cost assigned by MoEd					
n/a	Bus Replacement #5334 – D(80+RE)	Cost assigned by MoEd					
n/a	Bus Replacement #A9333 – D(80+RE)	Cost assigned by MoEd					
n/a	Bus Replacement #5331 – D(80+RE)	Cost assigned by MoEd					
Capital Plan Total		\$ 12,660,883	\$ 10,000,000	\$ -	\$ -	\$ 15,000,000	\$ 37,660,883



**Chilliwack
School District**

In accordance with provisions under section 142 (4) of the *School Act*, the Board of Education of School District No. 33 (Chilliwack) hereby approves the proposed Five-Year Capital Plan for 2020/21, as provided on the Five-Year Capital Plan Summary for 2020/21 submitted to the Ministry of Education.

I hereby certify this to be a true copy of the resolution for the approval of the proposed Five-Year Capital Plan for 2020/21 adopted by the Board of Education, on this the 28 day of May 2019.

Secretary-Treasurer

BOARD OF EDUCATION

DECISION REPORT

DATE: May 28, 2019
TO: Board of Education
FROM: Gerry Slykhuis, Secretary Treasurer
RE: **PROPERTY DISPOSAL BYLAWS – EDWARDS ROAD AND HUSTON ROAD**

RECOMMENDATION:

1. THAT the Board of Education approve three readings of Property Bylaw No. 2019-02 for the disposal of property located at 47955 Edwards Road.
2. THAT the Board of Education approve three readings of Property Bylaw No. 2019-03 for the disposal of property located at 5622 Huston Road.

BACKGROUND:

On April 9, 2019, the Board of Education directed staff to begin the disposal process of two (2) vacant properties located at information was presented to the Board on two (2) of the districts vacant properties located at 5622 Huston Road and 47955 Edwards Road, in accordance with Policy 803 (Acquisition and Disposal of Real Estate) and as required by the Ministry of Education.

Both properties are approximately 2.0 acres and are located in remote locations within the Agricultural Land Reserve (ALR). The location and size make them unsuitable as future school sites or for any future District use. If approved by the Ministry, any dollars secured in respect of the property dispositions could be allocated towards the districts portion of capital costs for the new Southside School, thereby providing opportunity to reinvest within the areas of need in the district.

Letters will be sent on behalf of the Board seeking input from the education community, general public, local government, community organizations, the Conseil scolaire francophone (CSF), local independent school authorities, and local First Nations regarding the potential disposal of the property. Any specific sensitivities or objections raised will be identified and shared with the Board.

A formal request will then be sent to the Minister of Education for approval of the property disposals along with the attached bylaws confirming that the properties are surplus to the current needs of the school district and will not be required for future educational purposes.



**PROPERTY BYLAW NO. 2019-02
Disposal of Property
47955 Edwards Road, Chilliwack, BC**

A Bylaw of the Board of Education of School District No. 33 (Chilliwack), hereinafter called “the Board”, to grant approval for the disposal of lands on P.I.D. 013-075-853, District Lot 609, Group 2, New Westminster District located in the City of Chilliwack, B.C.

This bylaw confirms that the Board of Education will not require the land or improvements located at 47955 Edwards Road for future educational purposes.

READ A FIRST TIME THE 28TH DAY OF MAY, 2019;

READ A SECOND TIME THE 28TH DAY OF MAY, 2019;

READ A THIRD TIME, PASSED AND ADOPTED THE 28TH DAY OF MAY 2019;

Board Chair

Secretary Treasurer

I hereby certify this to be a true copy of School District No. 33 (Chilliwack), Property Bylaw No. 2019-02, adopted by the Board of Education on the 28th day of May, 2019.

Secretary Treasurer



**PROPERTY BYLAW NO. 2019-03
Disposal of Property
5622 Huston Road, Chilliwack, BC**

A Bylaw of the Board of Education of School District No. 33 (Chilliwack), hereinafter called “the Board”, to grant approval for the disposal of lands on P.I.D. 013-511-335, Parcel “One” (Reference Plan 15494) of parcel “B” (Reference Plan 4254), south East Quarter, Section 10, and of the South West Quarter, Section 11, Township 26, New Westminster District.

This bylaw confirms that the Board of Education will not require the land or improvements located at 5622 Huston Road for future educational purposes.

READ A FIRST TIME THE 28TH DAY OF MAY, 2019;

READ A SECOND TIME THE 28TH DAY OF MAY, 2019;

READ A THIRD TIME, PASSED AND ADOPTED THE 28TH DAY OF MAY 2019;

Board Chair

Secretary Treasurer

I hereby certify this to be a true copy of School District No. 33 (Chilliwack), Property Bylaw No. 2019-03, adopted by the Board of Education on the 28th day of May, 2019.

Secretary Treasurer

BOARD OF EDUCATION

DECISION REPORT

DATE: May 28, 2019

TO: Board of Education

FROM: Rohan Arul-pragasam, Acting Superintendent

RE: **AMENDMENTS TO THE 2019 – 2020 LOCAL SCHOOL CALENDAR**

RECOMMENDATION:

THAT the Board of Education approve the amendments to the 2019-2020 Local School Calendar as presented.

BACKGROUND:

At its March 12, 2019 Board Meeting, the Board of Education approved the 2019 – 2020 Local School Calendar, which was submitted to the Ministry of Education as per section 87.01 (5) of the *School Act*. “A board must submit to the minister a school calendar prepared under subsection (2) at least 3 months before the expiration of the current school calendar unless the board has made available to the public a school calendar under subsection (9) for the next school calendar year.”

Over the past many years (2014-2015 to 2018-2019), the Chilliwack School District has had a two-week spring break. In order to accommodate a two-week spring break and continue to meet the legislated minimum Ministry of Education Instructional Hours, the District has been required to add time to each school day, resulting in going beyond the Hours of Work for teachers as defined by the Collective Agreement. This has required modification to the Collective Agreement, which included Articles D.22.5, D 23.1 and D 23.2. Modification to the Collective Agreement must be negotiated each year and a Letter of Understanding (LOU) signed between the Board of Education and the Chilliwack Teachers' Association (CTA) if a two-week spring break is supported. For the 2017-2018 school year, the Board of Education approved a two-week spring break without a LOU, which resulted in a grievance initiated by the Chilliwack Teachers' Association (CTA).

A resolution of the grievance resulted in a settlement agreement that was signed by the British Columbia Public School Employers' Association/the Board of Education of School District No. 33 (Chilliwack) (the "Employer") and the British Columbia Teachers' Federation/the Chilliwack Teachers' Association (the "Union") on March 7, 2019. The agreement required the Board of Education for School District No. 33 (Chilliwack) and the Chilliwack Teachers' Association to meet as soon as possible to discuss possible amendments to the Local School Calendar for the 2019 – 2020 school year, including all provisions of Article D.22.2. If the parties were not able to come to an agreement by April 30, 2019, the disagreement would be referred to an arbitrator responsible for rendering a decision no later than May 31, 2019.

School District No. 33 (Chilliwack) and the Chilliwack Teachers' Association met on numerous occasions during the month of April and have come to the resolution on partial implementation of article D.22.2.c.

D.22.2 The annual salary established for employees covered by this agreement shall be payable in respect of the teacher's regular work year. The regular work year shall include:

- a. no fewer than five (5) days for professional development;*
- b. no fewer than one (1) year end administrative day;*
- c. one (1) full day and two (2) early dismissals after instruction of three hours for student assessment/evaluation and parent/teacher consultation for each formal reporting period.***

Current and past practice in SD33 is for schools to annually use 4 hours of Early Dismissals that are scheduled throughout the year to be used for parent/teacher consultation. This is considered Instructional Time by the Ministry and can be included in the calculation of Instructional Hours for the purpose of meeting the requirements of Hours of Instruction. As a result, using the same definition, additional early dismissal times will be included in the calculation of Instructional Hours as per the School Calendar Regulation.

Resolution - Calendar Amendments and Expectations:

- ✓ The addition of a seventh non-instructional day for Reporting/Assessment as per D.22.2c.
- ✓ The implementation of an early dismissal for each school, per term, after three hours of instruction for Reporting/Assessment as per D.22.2c.
- ✓ Clarity around the expectation of teachers in regards to the seventh non-instructional day for Reporting/Assessment communicated by both the employer and the Chilliwack Teachers' Association to its members prior to the start of the school year.
- ✓ Given current individual school calendar considerations, as much consistency as possible in scheduled early dismissals across the district.

Starting in the fall of 2019, the parties will meet every November to discuss the school calendar for each subsequent school year. The discussion will generally identify the parameters of the school year and, in particular, whether a two-week spring break is contemplated.

A revised Letter of Understanding (LOU) with the Chilliwack Teachers' Association (CTA) and School District No. 33 (Chilliwack) will be signed with modifications to the Collective Agreement that includes Articles D.22.5, D 23.1 and D 23.2, once the school calendar amendments are approved by the Board of Education. Note that a separate LOU was signed for compensating Teachers Teaching On Call to attend a maximum of two non-instructional days for professional learning in March 2019.

While there are no restrictions in the CUPE Collective Agreement regarding a one-week or two-week spring break, in good faith the School District has typically signed a Letter of Understanding with CUPE adding some additional time to 10-month CUPE staff in order for 10-month CUPE staff to be compensated for the additional spring break days.

Note: As per *School Act*, Section **87.02** (1) – “A board may, in accordance with the regulations of the minister, amend a school calendar made available to the public by the board under section 87.01 (9) or (10) if, in the opinion of the board, an amendment is necessary.”



Days in Session	188	
Number of Instructional Days	184 180	
	Student Instructional Time (Hrs)	Teacher Instructional Time
Hours of Instruction (Required 878) Grade K-5	878 (294 293 min/day)	306 308 min/day including 15 min recess
Hours of Instruction (Required 878) Grade 6-8	878 (294 293 min/day)	336 min/day including 15 min recess
Hours of Instruction (Required 952) Grade 9-12	965 (320 min/day)	336 min/day including breaks
Number of Non-Instructional Days	6 7	
Schools Open	September 3	
Thanksgiving Day	October 14	
NON-INSTRUCTIONAL DAY #1	October 25 (Provincial)	
Remembrance Day - Statutory Holiday	November 11	
NON-INSTRUCTIONAL DAY #2	November 29 (In Lieu)	
Schools Close for Christmas Holidays	December 20	
Christmas Holidays	December 23 to January 3	
Schools Reopen after Christmas Holidays	January 6	
Family Day	February 17	
NON-INSTRUCTIONAL DAY #3	February 21 (District)	
Schools Close for Spring Vacation	March 13	
Spring Vacation Period	March 16 - 27	
Schools Reopen after Spring Vacation	March 30	
Good Friday	April 10	
Easter Monday	April 13	
NON-INSTRUCTIONAL DAY #4	May 1 (CTA)	
NON-INSTRUCTIONAL DAY #5	May 15 (In Lieu)	
Victoria Day - Statutory Holiday	May 18	
Last Day for Students	June 25	
Administrative Day	June 26	
NON-INSTRUCTIONAL DAY #6	School Based Staff Development Day	
NON-INSTRUCTIONAL DAY #7	TBD	

BOARD OF EDUCATION

DECISION REPORT

DATE: May 28, 2019
TO: Board of Education
FROM: David Swankey, Trustee
RE: **EDUCATION POLICY ADVISORY COMMITTEE MEETING REPORT**

RECOMMENDATION:

THAT the Board of Education receive the Education Policy Advisory Committee Meeting Report of May 16, 2019.

Minutes



Chilliwack
School District

REPORT OF THE EDUCATION POLICY ADVISORY COMMITTEE

Meeting Held Thursday, May 16, 2019 – 6:00 p.m.
School District Office

Attendance:	David Swankey Heather Maahs Dan Coulter Sean Wicker Sharon Bernard Matthew Lutz Danielle Bennett Ed Klettke Loren Muth Meghan Reid Mallory Tomlinson Ella Reedman Mikaela Stolz Charlotte Reid	Trustee and Committee Chair Trustee Trustee CPVPA CPVPA Management Group CTA CTA Aboriginal Education Advisory Committee DPAC DPAC Student, CSS Student, GWG Student, SSS
Staff:	Rohan Arul-pragasam Donna Vogel	Acting Superintendent Executive Assistant

1. CALL TO ORDER

Trustee and Committee Chair David Swankey called the meeting to order at 6:03 p.m.

2. APPROVAL OF AGENDA

Moved by: Sharon Bernard
Seconded by: Danielle Bennett

THAT the Agenda be approved as presented.

CARRIED

3. APPROVAL OF MINUTES OF MAY 2, 2019 MEETING

Moved by: Matthew Lutz
Seconded by: Danielle Bennett

THAT the Minutes of the May 2, 2019 EPAC Meeting be approved as circulated.

CARRIED

4. DRAFT REVISED POLICY 504: ORDINARILY RESIDENT AND NON-RESIDENT STUDENTS

The committee reviewed this revised policy and referred it to the Board of Education for approval after suggested changes.

Moved by: Sharon Bernard
Seconded by: Sean Wicker

THAT REVISED Policy 504: Ordinarily Resident and Non-Resident Students be referred to the Board of Education for approval.

CARRIED

5. DRAFT POLICY – 534: STUDENT DRESS GUIDELINES

The committee reviewed this draft policy and referred it to the Board of Education for approval after suggested changes.

Moved by: Dan Coulter
Seconded by: Danielle Bennett

THAT DRAFT Policy 534: Student Dress Guidelines be referred to the Board of Education for approval.

CARRIED

6. ADJOURNMENT 7:27 p.m.

BOARD OF EDUCATION

DECISION REPORT

DATE: May 28, 2019

TO: Board of Education

FROM: Rohan Arul-pragasam, Acting Superintendent

RE: **POLICY 504: Ordinarily Resident and Non-Resident Students**

RECOMMENDATION:

THAT the Board of Education approve Policy 504: Ordinarily Resident and Non-Resident Students as presented. This policy was presented to the Education Policy Advisory Committee in draft form at its May 16, 2019 meeting.

**BOARD OF EDUCATION
School District #33 (Chilliwack)**

**504
POLICY**

Ordinarily Resident and Non-Resident Students

The Chilliwack Board of Education believes that diversity within the student body enriches the educational environment of the Chilliwack School District. The Board supports the admission of non-resident students subject to the availability of suitable programs, staff, facilities and available space after providing for resident students from the school catchment area and resident students from other Chilliwack school catchment areas.

Cross Refs: Administrative Regulation 504.1:Ordinarily Resident and Non-Resident Students
Policy 511: International Student Program
Administrative Regulation 511.1: International Student Program

Adopted: May 27, 1997
Reviewed: October 21, 2014
Revised: November 25, 2003, April 22, 2015, May 28, 2019

BOARD OF EDUCATION

DECISION REPORT

DATE: May 28, 2019
TO: Board of Education
FROM: Rohan Arul-pragasam, Acting Superintendent
RE: **POLICY 534: STUDENT DRESS GUIDELINES**

RECOMMENDATION:

THAT the Board of Education approve Policy 534: Student Dress Guidelines as presented. This policy was presented to the Education Policy Advisory Committee in draft form at its May 16, 2019 meeting.

**BOARD OF EDUCATION
School District #33 (Chilliwack)**

**534
POLICY
Student Dress Guidelines**

The Board of Education recognizes that fostering respect and responsibility is critical to creating safe and positive learning environments in our schools for all students. Further, dress guidelines strike a balance between individual expression and the expectations of the school community for appropriate attire; it is expected that students will dress in a manner that is appropriate and conducive to a positive as well as safe and respectful learning and working environment.

Each school is expected to establish its own student dress guidelines in consultation with parents, staff and students. These guidelines will:

- Address the need for inclusivity and gender neutrality.
- Be accessible to parents, staff and students.
- Provide a level of clarity so that correction or discipline is not required.

Staff members have a responsibility to assist students in understanding and abiding by the dress guidelines. Parents have a responsibility to support appropriate dress for the school community.

Cross Refs:

Adopted:
Reviewed:
Revised:

BOARD OF EDUCATION

INFORMATION REPORT

DATE: May 28, 2019
TO: Board of Education
FROM: David Swankey, Trustee
RE: **POLICY 710: TRANSPORTATION**

RECOMMENDATION:

THAT the Board of Education amend Policy 710: Transportation to add “and cycling” to the following sentence:

The Board will work with government and other organizations to advocate for adequate public transit, and safe walking and cycling routes for students.

BACKGROUND

British Columbia’s 2019 Bike to Work & School Week is May 27 – June 2. Several Chilliwack schools will be participating in this province-wide initiative. Adding “cycling” to the Policy will allow the Board of Education to highlight and support schools that are participating in Bike to Work & School Week.

**BOARD OF EDUCATION
School District #33 (Chilliwack)**

**710
POLICY
Transportation**

The Board of Education believes that it has a responsibility to provide safe and reliable transportation to students in a fiscally and environmentally responsible manner.

All riders may be charged a fee for service.

The Board will provide bus service to students who:

- live where the catchment-area school is beyond 3.0 kilometres for elementary school students and 4.0 kilometres for middle and secondary students
- have an identified student learning need as approved by the Superintendent

Bus routes will be developed using the three-zone system of Regular Rider Zone, Conditional Rider Zone and No-Ride Zone. All ride zones and fees will be reviewed annually with changes reported to the Board prior to the school registration process in March.

The Board will work with government and other organizations to advocate for adequate public transit, and safe walking and cycling routes for students.

Cross Refs: Division 11 *Motor Vehicle Act* Regulation, Professional Drivers' Manual, Administrative Regulations

Adopted: October 9, 1990

Reviewed:

Revised: October 22, 1996, January 14, 2003, March 10, 2009, November 24, 2009

BOARD OF EDUCATION

DECISION REPORT

DATE: May 28, 2019

TO: Board of Education

FROM: Rohan Arul-pragasam, Acting Superintendent

RE: **POLICY 307: SUPERVISION AND EVALUATION OF PRINCIPALS AND VICE PRINCIPALS**

RECOMMENDATION:

THAT the Board of Education approve Policy 307: Supervision and Evaluation of Principals and Vice Principals as presented.

**BOARD OF EDUCATION
School District #33 (Chilliwack)**

307

POLICY

**Supervision and Evaluation of Administrative Officers
Principals and Vice Principals**

The Superintendent shall be responsible for developing and implementing a process and procedures for the continuous supervision and periodic evaluation of ~~administrative officers~~ **principals and vice principals**. There will be a clear separation of supervision which is a continuous process focusing on the professional growth of ~~administrators~~ **principals and vice principals**, and evaluation, ~~which is a single event~~ **a process** providing for accountability and assesses the competence of ~~administrators~~ **principals and vice principals as need arises** ~~where there is a need to do so~~.

In the case of principals, the responsibility for acting as a formal supervisor and evaluator rests with the ~~superintendent designate~~ **Zone Assistant Superintendent**; in the case of vice principals, the responsibility normally rests with ~~their~~ **principal**, but consideration can be given to having another ~~administrator~~ **principal or superintendent designate** evaluate.

Supervision: Supervision shall emphasize a continuous supportive relationship between the supervisor and relevant ~~administrative officers~~ **principals and vice principals**, and among ~~administrative~~ **principal and vice principal** peer partners or colleagues.

Evaluation: Evaluation shall be carried out when an ~~administrative officer~~ **principals and vice principals** ~~is~~ **are** in a probationary appointment, where cause for concern in performance has arisen with respect to an ~~administrative officer~~ **a principal or vice principal**, or when requested by the ~~administrator~~ **principal or vice principal**. In cases where there is cause for concern, the supervisor and ~~administrator~~ **principal or vice principal** should be informed three months in advance to determine a mutually agreeable time for starting the evaluation process and the duration of the cycle.

Evaluation shall be carried out using the ~~Criteria for Administrator Evaluation~~ **Principal/Vice Principal Performance Appraisal Template**. ~~as appended to this Policy and Regulation. These criteria~~ **The Template** shall be regularly reviewed by the Board, with opportunities provided for ~~administrative officer~~ **principal and vice principal** input and consultation.

Opportunities for the involvement and input of the ~~administrator~~ **principal or vice principal** being evaluated during the evaluation process shall be provided by the evaluator.

Cross Refs: *School Act/Regulations*

Adopted: June 8, 1993

Reviewed: July 15, 1997

Revised: April 12, 1994, May 28, 2019

REVISED

**BOARD OF EDUCATION
School District #33 (Chilliwack)**

307

POLICY

Supervision and Evaluation of Principals and Vice Principals

The Superintendent shall be responsible for developing and implementing a process and procedures for the continuous supervision and periodic evaluation of principals and vice principals. There will be a clear separation of supervision which is a continuous process focusing on the professional growth of principals and vice principals, and evaluation, a process providing for accountability and assesses the competence of principals and vice principals as need arises.

In the case of principals, the responsibility for acting as a formal supervisor and evaluator rests with the superintendent designate; in the case of vice principals, the responsibility normally rests with their principal but consideration can be given to having another principal or superintendent designate evaluate.

Supervision: Supervision shall emphasize a continuous supportive relationship between the supervisor and relevant principals and vice principals, and among principal and vice principal peer partners or colleagues.

Evaluation: Evaluation shall be carried out when principals and vice principals are in a probationary appointment, where cause for concern in performance has arisen with respect to a principal or vice principal, or when requested by the principal or vice principal. In cases where there is cause for concern, the supervisor and principal or vice principal should be informed three months in advance to determine a mutually agreeable time for starting the evaluation process and the duration of the cycle.

Evaluation shall be carried out using the Principal/Vice Principal Performance Appraisal Template. The Template shall be regularly reviewed by the Board, with opportunities provided for principal and vice principal input and consultation.

Opportunities for the involvement and input of the principal or vice principal being evaluated during the evaluation process shall be provided by the evaluator.

Cross Refs: *School Act/Regulations*

Adopted: June 8, 1993
Reviewed: July 15, 1997
Revised: April 12, 1994, May 28, 2019

BOARD OF EDUCATION

INFORMATION REPORT

DATE: May 28, 2018
TO: Board of Education
FROM: Gerry Slykhuis, Secretary Treasurer
RE: MENSTRUAL PRODUCTS

BACKGROUND:

A Ministerial order was issued on April 5, 2019 requiring all B.C. public schools to provide free menstrual products for students in school washrooms by the end of 2019. This initiative was led by the New Westminister Schools Board of Education and soon after the Minister of Education issued the order. This was done to normalize and equalize access to menstrual products in schools, with no stigma and no financial barriers.

The Ministry has committed to look at the needs of each district, identify gaps and to ensure the funding is available to meet this new requirement. Once this has been established, the district can then proceed with the work to be done.

The following is an estimate of how much it will cost to set up our schools with free dispensing of these products and is based on having a dispenser in every (or most) female washrooms for middle and secondary schools. There are a number of dispensers that we can simply change out the mechanism and have them dispense for free rather than purchasing a whole new dispenser. Our initial plan is to not have dispensers at elementary schools but to have the products available from the medical room.

Dispenser in every washroom

(Estimated with taxes etc.)

Dispensers: 30 needed @ \$250/unit = \$8,100

Dispensing Mechanisms for existing Dispensers: 60 needed @ \$70/unit = \$4,500

Cases of Hygiene Products: 50 needed @ \$150/case = \$7,500

Total Cost: \$20,100

Estimated cost per year for products

(Based on 2 cases/month for Secondary Schools, 1 case/month for Middle Schools and 2 cases/year for Elementary Schools) **Difficult to estimate - quantity based on 1 female using 1 product once a month.*

High Schools: 60 cases @ \$150/case = \$9,000

Middle Schools: 50 cases @ \$150/case = \$7,500

Elementary: 40 cases @ \$150/case = \$6,000

Total Cost: \$22,500

BOARD OF EDUCATION

BOARD REPORT

DATE: May 28, 2019
TO: Board of Education
FROM: David Swankey, BCSTA Representative
RE: BC SCHOOL TRUSTEES' ASSOCIATION REPORT

This time is provided to discuss matters related to the British Columbia School Trustees' Association (BCSTA).

MEETING SUMMARY

In-Camera Meeting – May 14, 2019

Trustees: Dan Coulter, Willow Reichelt, Darrell Furgason, Heather Maahs, Jared Mumford, Barry Neufeld, David Swankey

Staff: Rohan Arul-pragasam, Gerry Slykhuis, Tamara Ilersich, Donna Vogel

1. PVP Appointments
2. Exempt Staff Compensation Framework
3. Statistics on TTOCs
4. Teacher Retirement and Retirement Bonuses
5. Human Resources Report
6. BCPSEA Report