



**Chilliwack  
School District**

## **THE BOARD OF EDUCATION**

**School District #33 (Chilliwack)**

### **Regular Public Board Meeting**

**(Recorded)**

### **AGENDA**

**November 9, 2021**

**5:30 pm**

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#### **1. CALL TO ORDER – Zoom Webinar**

- 1.1. Call to Order – **Welcome, Acknowledgment of Traditional Territory and Diversity Statement**
- 1.2. Adoption of the Agenda  
(THAT the agenda be adopted as circulated.)
- 1.3. Approval of the Minutes  
(THAT the minutes of the October 5, 2021 Regular Board Meeting be approved as circulated.)

#### **2. PRESENTATION(S)**

- 2.1. Strategic Plan Update

#### **3. PUBLIC PARTICIPATION – COMMENTS/QUESTIONS CONCERNING THE AGENDA**

#### **4. ACTION ITEMS**

- 4.1. Boundary Review
- 4.2. Long Range Facilities Plan (LRFP) – Consultation & Approval Process

Meeting Break 10 minutes

#### **5. INFORMATION ITEMS**

- 5.1. Budget Advisory Committee Report
- 5.2. Quarterly Financial Report
- 5.3. Long Range Facilities Plan (LRFP) – Draft Review
- 5.4. COVID-19 Update
- 5.5. BCSTA Report

5.6. Trustee Written Reports

5.7. Meeting Summaries

5.8. **Next Board of Education Meeting: December 7, 2021 at 5:30 p.m.**

**6. PUBLIC PARTICIPATION – QUESTIONS CONCERNING THE AGENDA**

**7. ADJOURNMENT**



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

**Date of Meeting:** Tuesday, October 5, 2021

**Location:** Zoom Webinar

**Members Present:**

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

**Staff Present:**

Superintendent	Mr. R. Arul-pragasam
Secretary Treasurer	Mr. G. Slykhuis
Assistant Secretary Treasurer	Mr. M. Friesen
Assistant Superintendent	Ms. P. Jordan
Assistant Superintendent	Mr. K. Savage
Director of Instruction	Mr. D. Manuel
Manager of Transportation	Mr. W. Williams
Systems Information & Data Manager	Ms. N. Wiens
Executive Assistant	Ms. T. McNally
Audio-Video/Desktop Foreman	Mr. M. Bakker

**Observer:** Ministry Special Advisor Mr. M. McKay

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**1. CALL TO ORDER – Zoom Webinar**

**1.1. Call to Order**

The Board Chair called the meeting to order at 5:31 p.m. – **Welcome, Acknowledgment of Traditional Territory**

**1.2. Adoption of the Agenda**

**241.21** Moved by: Trustee Swankey  
Seconded by: Trustee Bondar

THAT the agenda be adopted as circulated.

**1.3. Adoption of the Agenda**

**NO VOTE**

**242.21** Moved by: Trustee Mumford  
Seconded by: Trustee Bondar

THAT the agenda be amended to add Information item 4.2 – COVID-19 Updates and move the meeting break to follow this item.

**CARRIED**

**243.21** Moved by: Trustee Swankey  
Seconded by: Trustee Bondar

**Trustee Neufeld entered meeting at 5:32 p.m.**

THAT the agenda be adopted as amended.

**CARRIED**

**1.4. Approval of the Minutes**

**244.21** Moved by: Trustee Mumford  
Seconded by: Trustee Bondar

THAT the minutes of the September 14, 2021 Regular Board Meeting be approved as circulated.

**CARRIED**

**2. PUBLIC PARTICIPATION – COMMENTS/QUESTIONS CONCERNING THE AGENDA**

- Vaccine mandate announcement

**3. ACTION ITEMS**

**3.1. Policy Renovation Project: Bylaw 3 – Indemnification (3<sup>rd</sup> Reading & Adoption)**

**245.21** Moved by: Trustee Mumford  
Seconded by: Trustee Swankey

THAT the Board approve third reading and adoption of Bylaw 3 – Indemnification.

**CARRIED**

**3.2. Five-Year Capital Plan - Revised**

**246.21** Moved by: Trustee Swankey  
Seconded by: Trustee Mumford

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

**CARRIED**

**3.3. Budget Process and Timelines**

**247.21** Moved by: Trustee Mumford  
Seconded by: Trustee Bondar

THAT the Board of Education approve the Budget Process and Timelines for 2021-2022 as presented.

**CARRIED**

**4. INFORMATION ITEMS**

**4.1. Enrolment Update**

Superintendent Rohan Arul-pragasam presented an enrollment report as of September 29, 2021.

**4.2. COVID-19 Update**

Superintendent Rohan Arul-pragasam provided an update on COVID-19 as it relates to the Chilliwack School District.

**Meeting Break was called at 6:25 p.m.**

**Meeting was called to order at 6:36 p.m.**

**4.3. Boundary Review**

Superintendent Rohan Arul-pragasam presented information resulting from the boundary review consultation process for Stitó:s Lá:lém totí:lt Elementary/ Middle School.

**4.4. BCSTA Report**

Matters related to the British Columbia School Trustees' Association (BCSTA) were discussed.

**4.5. Trustee Written Reports**

Trustees submitted written reports listing key activities they've attended since the last board meeting as well as upcoming events.

**4.6. Meeting Summaries**

**September 14, 2021 In-Camera Meeting Summary**

Trustees: Willow Reichelt, Jared Mumford, Carin Bondar, Darrell Furgason, Heather Maahs, Barry Neufeld, David Swankey

Staff: Rohan Arul-pragasam, Gerry Slykhuis, Tamara Ilersich, Talana McNally

Special Advisor: Mr. M. McKay

1. HR Report
2. BCPSEA Report
3. Exempt Compensation

**September 28, 2021 Learning Session**

Trustees: Willow Reichelt, Jared Mumford, Carin Bondar, Darrell Furgason, Heather Maahs, David Swankey

Staff: Rohan Arul-pragasam, Gerry Slykhuis, Mark Friesen, Kirk Savage, Paula Jordan, David Manuel, Allan Van Tassel, Tamara Ilersich, Talana McNally

1. Inclusive Practices
2. Budget Process and Timelines

**4.7. Next Board of Education Meeting Date**

**Tuesday, November 9, 2021  
5:30 p.m.  
Zoom Webinar**

**5. PUBLIC PARTICIPATION – QUESTIONS CONCERNING AGENDA ITEMS**

- Vaccine Mandates
- COVID-19 Protocols and Safety Measures
- School Assemblies and Field Trips
- HEPA Filtration Systems
- Virtual Board Meetings
- Funding for COVID-19 Cleaning
- Public Budget Presentation
- Stitô:s Boundary Review
- Stitô:s HVAC and Outdoor Learning Areas

**6. ADJOURNMENT**

The meeting was adjourned at 7:07 p.m.

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

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

## BOARD OF EDUCATION

### PRESENTATION

**DATE:** November 9, 2021

**TO:** Board of Education

**FROM:** Rohan Arul-pragasam, Superintendent

**RE:** **STRATEGIC PLAN 2021-2025 UPDATE**

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Assistant Superintendents Kirk Savage, Paula Jordan, and Director of Instruction David Manuel will provide an update regarding progress made on the four-goal areas of our Strategic Plan.

#### **Goal: Literacy**

We are dedicated to ensuring that students are proficient in foundational literacy skills and increase their abilities, confidence and willingness to engage with language to acquire, construct and communicate in meaningful ways from Early Learning Years (pre-K) through to Grade 12.

#### **Goal: Numeracy**

We are dedicated to ensuring that all students become proficient in numeracy skills that allow them to create, apply and conceptualize mathematics in real world situations from Early Learning Years (pre-K) through to Grade 12.


#### **Goal: Human & Social Development**

We celebrate diversity, embrace inclusion and foster a sense of belonging to ensure all students thrive. Equity and inclusion are foundational to learning and leading, and are critical to success, wellbeing and fulfillment.


#### **Goal: Transitions**

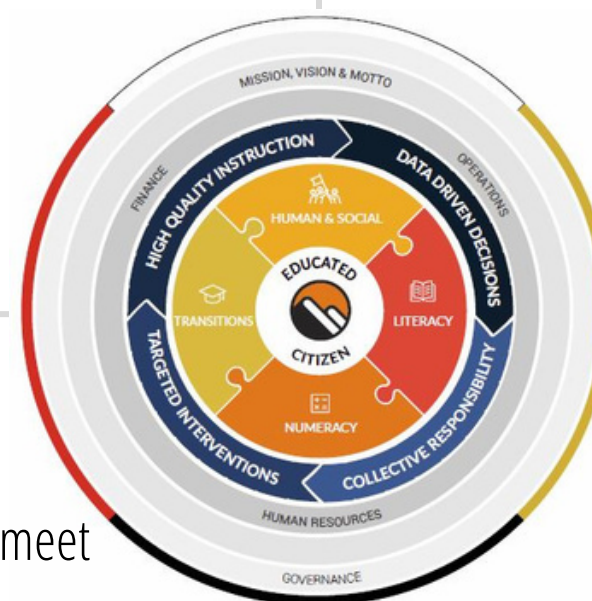
Students experience pivotal transition points throughout their education, from pre-K to Kindergarten, from grade to grade, school to school, and from school to post-secondary or work situations. We acknowledge our responsibility to support all learners, so they successfully complete their education (pre-K through to Grade 12) with a sense of dignity and purpose, and opportunities to meet their goals.

## Numeracy



- Math resources have been purchased and distributed to all elementary and middle schools to support numeracy.
- Numeracy lead teachers have been identified and will support teachers in the classroom. 

## Literacy




- Curriculum support teachers are using lunch time for some creative learning opportunities with: "Pizza and Pedagogy", "Lunch Bags and Resources" and "Dessert Driven Data".
- Work with literacy lead teachers continues to be a way to support teachers in the classroom. 



## Transitions

- The District Resource Teams (DRT) for middle and secondary schools continue to meet and this work is being expanded to include elementary schools. 
- Inclusion teachers at middle and secondary schools are being supported to align their practices. 

## Human and Social

- Indigenous Education department hosted a professional development day on October 22nd in partnership with Stò:lō Service Agency. 
- A poster outlining the appropriate use of language was created and shared with all sites by the Indigenous Education Department. 
- Children and Youth in Care (CYIC) are being supported through partnerships and "joint work" with MCFD and FVACFSS; Training for classroom and support teachers through Student Services has shifted to a "Family of Schools" model to support inclusive practices. 



## BOARD OF EDUCATION

### DECISION REPORT

**DATE:** November 9, 2021

**TO:** Board of Education

**FROM:** Rohan Arul-pragasam, School Superintendent

**RE:** **SCHOOL BOUNDARY APPROVAL**

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#### **RECOMMENDATION:**

THAT the Board of Education approve the boundary for Stitó:s Lá:lém totí:lt Elementary / Middle School as outlined below in preparation for school opening September 2022.

#### **BACKGROUND:**

The Chilliwack School District's new elementary/middle school, which includes 900 new student spaces for grades K-8 students is currently under construction on Tyson Road near the Vedder River. Listed below is a timeline of events regarding the boundary review process for Stitó:s Lá:lém totí:lt Elementary/ Middle School:

- Boundary review consultation process and timeline was approved by the Board of Education for Stitó:s Lá:lém totí:lt Elementary/ Middle School, at its June 15, 2021 public meeting.
- The public consultation phase for the boundary review process was scheduled from Wednesday, June 16 to Monday, October 20, 2021. Phase one included three opportunities for consultation and feedback from the community:
  - Via Let's Talk SD33 website, a new digital platform integrated within the Chilliwack School District website (<https://www.letstalksd33.ca/>);
  - Townhall Meeting #1 scheduled virtually on Thursday, September 17th from 6 to 7 pm;
  - Townhall Meeting #2 scheduled on Thursday, September 23rd from 6 to 7 pm at MSMS.
- Phase two provided the opportunity for the community to provide additional feedback once information regarding the phase one consultation phase was presented to the Board of Education at its public meeting on October 5, 2021.
- Phase two ran from October 6<sup>th</sup> to October 20<sup>th</sup>, and feedback was collected via the Let's Talk SD33 website.

#### **Option for Consideration**

The option presented to the Board of Education at its June 15<sup>th</sup>, 2021 board meeting in preparation for the public consultation phase is presented as the final boundary submission for Stitó:s Lá:lém totí:lt Elementary/ Middle School (see attached report for a schematic regarding the feeder school relationships and final boundary map). The summary boundary information below also includes changes made to the boundary

proposal based on information received during the consultation phase. In summary, Stitó:s Lá:lém totí:lt Elementary/ Middle School boundary will include:

- Providing students at Watson Elementary continuing to have the choice to attend Mount Slesse Middle or Vedder Middle.
- Balancing out the enrollment at middle schools resulting in Promontory Elementary, Greendale Elementary and Yarrow Elementary grade 5 students transitioning to Stitó:s Lá:lém totí:lt Elementary/Middle School in grade 6.
- Students from Stitó:s Lá:lém totí:lt Elementary (k-5) and students who transitioned to Stitó:s Lá:lém totí:lt Middle from Promontory Elementary at grade 6 transitioning to G.W.Graham Secondary school at grade 9. The rest of the students (Greendale and Yarrow students who transitioned in grade 6) will transition to Sardis Secondary at grade 9.
- The Chilliwack School District and the Soowahlie First Nation amending the Local Enhancement Agreement to ensure students from grade 5 at Cultus Lake Elementary transition to Stitó:s Lá:lém totí:lt Elementary/Middle School at grade 6.
- The District providing the opportunity for Cultus Lake Elementary (K-5) First Nations students who reside on Soowahlie First Nation, the choice to attend Stitó:s Lá:lém totí:lt Elementary/Middle School.
- The District ensuring students residing on Soowahlie First Nation are transported to Stitó:s Lá:lém totí:lt Elementary/Middle School under the BC Tripartite Education Agreement (BCTEA).

**Note:** The BC Tripartite Education Agreement (BCTEA) sets out how British Columbia, the First Nations Education Steering Committee, and Canada will work together to support the successful educational outcomes of all First Nations Students, regardless of where they live or are enrolled in school in British Columbia. The Parties recognize that reliable transportation to school is a significant barrier to improved educational outcomes for First Nations Students and will work together as set out in BCTEA Schedule G to ensure First Nation Students living on reserve have transportation services to BC Public Schools.



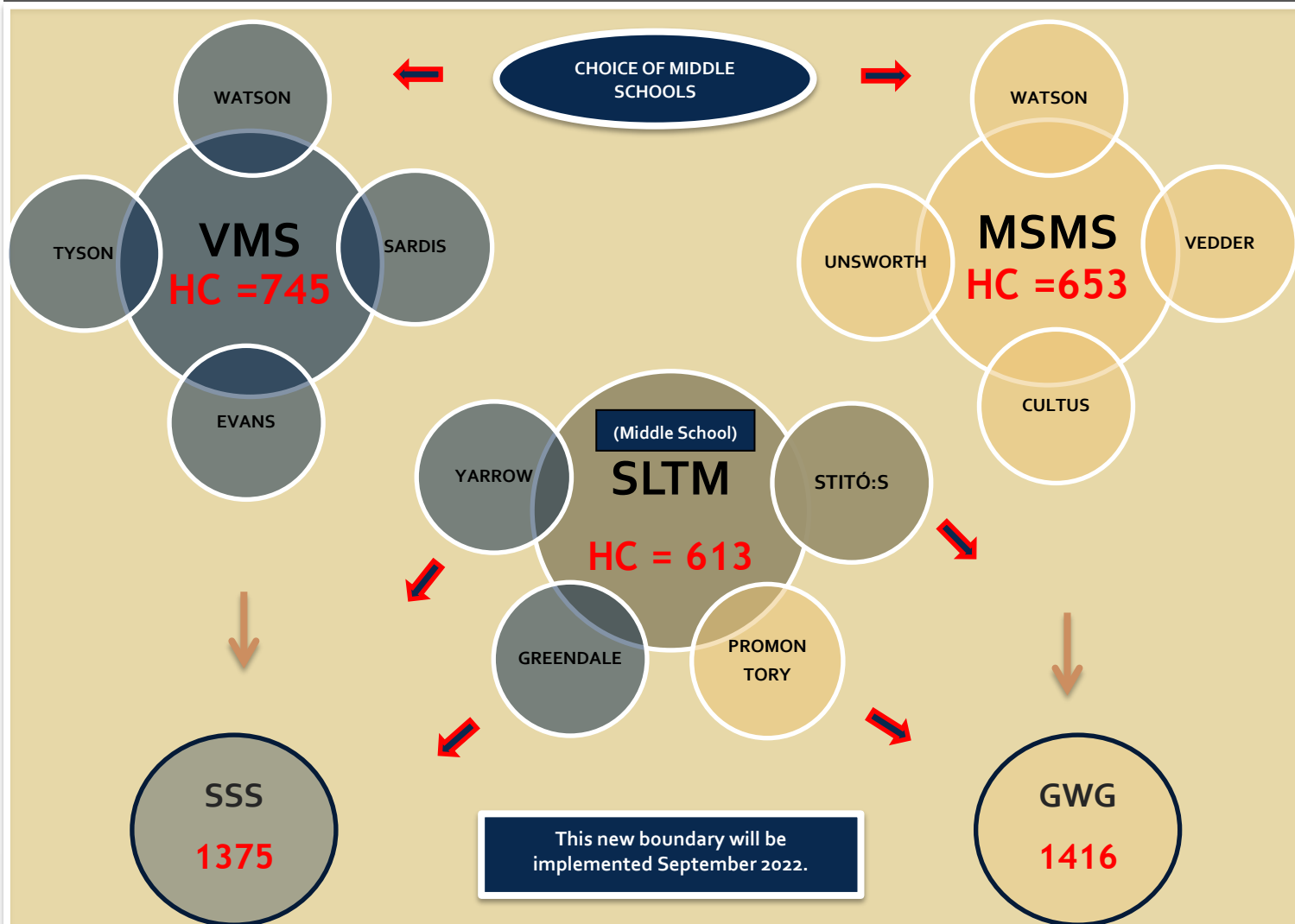
## Stitó:s Lá:lém totí:lt Elementary/ Middle School Boundary

### Local Enhancement Agreement with Soowahlie First Nation:

- ✓ The Chilliwack School District and the Soowahlie First Nation will amend the Local Enhancement Agreement to ensure students from grade 5 at Cultus Lake Elementary transition to Stitó:s Lá:lém totí:lt Elementary/Middle School at grade 6.
- ✓ Cultus Lake Elementary (K-5) First Nations students who reside on Soowahlie First Nation, will have the choice to attend Stitó:s Lá:lém totí:lt Elementary/Middle School.
- ✓ Students residing on Soowahlie First Nation will be transported to Stitó:s Lá:lém totí:lt Elementary/Middle School under the BC Tripartite Education Agreement (BCTEA).

Note: The BC Tripartite Education Agreement (BCTEA) sets out how British Columbia, the First Nations Education Steering Committee, and Canada will work together to support the successful educational outcomes of all First Nations Students, regardless of where they live or are enrolled in school in British Columbia.

### FEEDER SCHOOL RELATIONSHIPS SEPTEMBER 2022

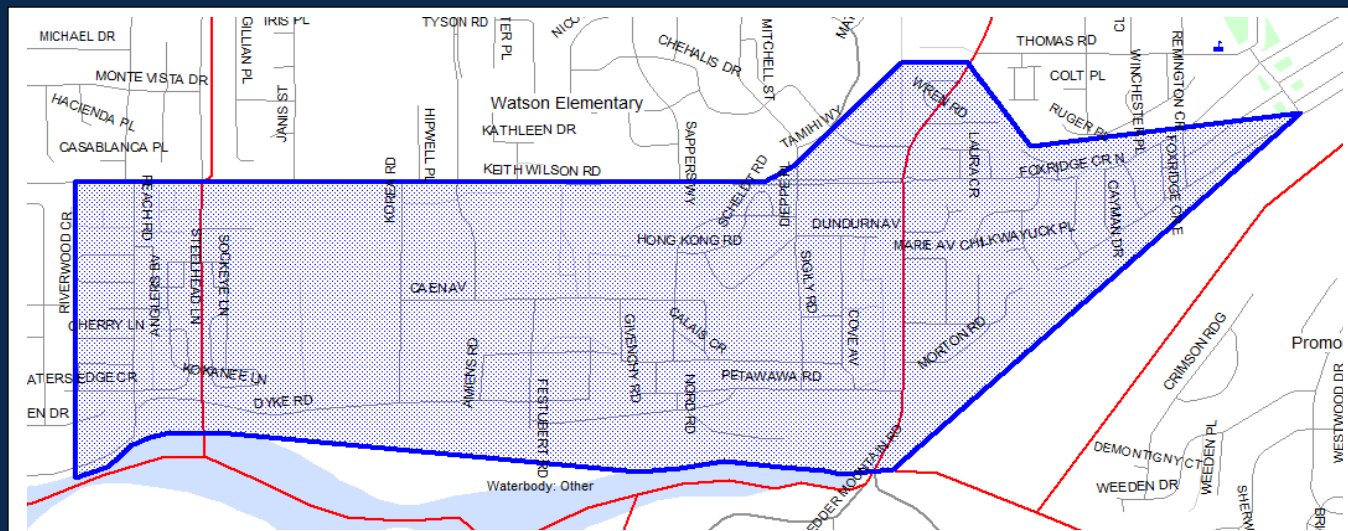


**GOAL:** To provide information regarding enrolment figures and show the boundary after boundary review process for Stitó:s Lá:lém totí:lt Elementary / Middle School schedule to open September 2022.

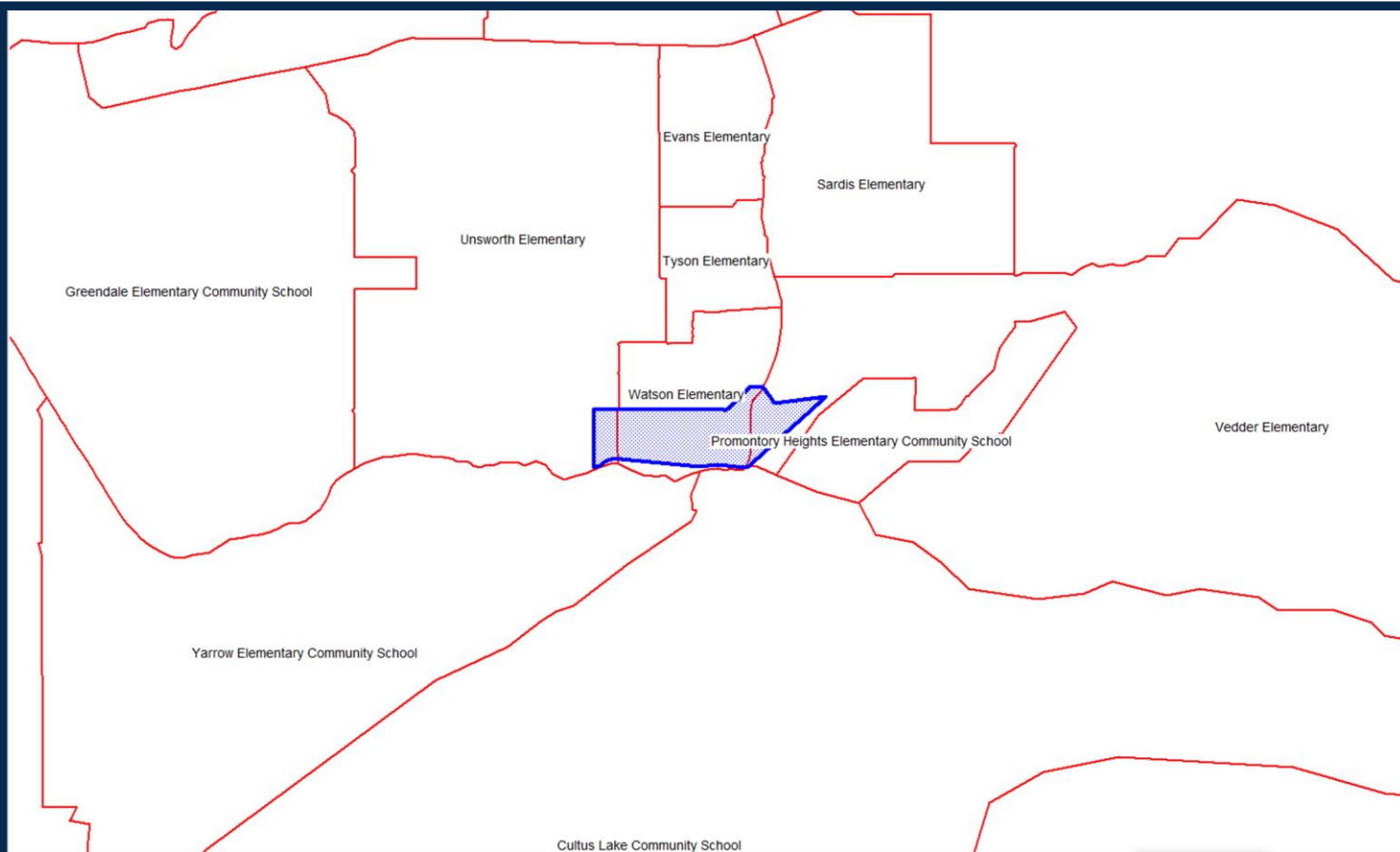


**Chilliwack  
School District**

## Stitó:s Lá:lém totí:lt Elementary/ Middle School Boundary



## Stitó:s Lá:lém totí:lt Boundary Relative To Other Elementary Boundaries



The Stitó:s Lá:lém totí:lt boundary will include components of the boundaries from Unsworth, Watson and Vedder Elementary schools. The new Stitó:s Lá:lém totí:lt boundary will negatively impact the enrollment at Unsworth elementary in September 2022, as Unsworth's enrollment will be reduced by about 90 students. Given previous growth in the area, the Chilliwack School District closed the Unsworth boundary in 2017. Once approved by the Board of Education, the Chilliwack School District will open the Unsworth boundary to accommodate students from out of catchment who wish to enroll at the school effective September 2022.

## BOARD OF EDUCATION

### DECISION REPORT

**DATE:** November 9, 2021

**TO:** Board of Education

**FROM:** Gerry Slykhuis, Secretary Treasurer

**RE:** **LONG-RANGE FACILITIES PLAN APPROVAL & CONSULTATION PROCESS**

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#### **RECOMMENDATION:**

THAT the Board of Education approve the Long-Range Facilities Plan Approval and Consultation Process as presented.

#### **BACKGROUND:**

##### Consultation and Approval Process

The following proposed steps will be followed to create the Long-Range Facilities Plan (LRFP) during the 2021/2022 school year:

- Established an internal working group made up of school district executive team (*Jun*)
- Data and information gathered by the working group regarding the current circumstances of School District No. 33, Agricultural Land Reserve (ALR) documentation, enrollment projections and City of Chilliwack planning documents. (*Mar – Sep*)
- Developed the Draft LRFP, including options and recommendations for facilities. (*Jul – Oct*)
- Present the Draft LRFP to the **Board of Education** for feedback. (Nov 9)
- Share the Draft LRFP with partner groups and the Ministry Capital Division for feedback and suggestions. (Nov 10 – Dec 10)
- Post the Draft LRFP on the School District website, with on-line feedback provisions, to provide the school community, parents and the general public with an opportunity to review the plan and provide comments or feedback. (Nov 10 – Dec 10)
- Present the Draft LRFP and feedback to Board of Education for consideration (Jan 11)
- The working group reviews **Board of Education** and community feedback and prepares the final LRFP. (Jan 12 – 31)
- Present final LRFP to the **Board of Education** for approval. (Feb 8)





Home » Let's Talk Long-Range Facilities Plan 2021-2025

### Let's Talk Long-Range Facilities Plan 2021-2025



The Chilliwack School District Board of Education is beginning the next phase of facilities planning and is looking for public input on the development of its Long Range Facilities Plan.

The Long Range Facilities Plan places the need for capital projects in a district-wide context and becomes the basis for submission of capital project requests by the district and for investment decisions by the Ministry.

These are important considerations for the District and we hope that you will be involved in this process as it unfolds. We need your input to help inform our decisions.

[Click here](#) to watch video describing the purpose of an LRFP.



**SD33 Long Range  
Facilities Plan (LRFP)  
2021-2025**

[Click Here](#)



**Appendix**

[Click Here](#)

Take the Survey

Submit your Comment

Ask a Question

All unpublished surveys are shown as "Draft". Only admins will be able to see it in the preview mode.  
Please note that you can take the survey in draft mode to test it, but submissions will **NOT** be saved.

#### Long-Range Facilities Plan Public Survey - Draft

This survey will run from **November 10, 2021** to **December 10, 2021**. The information we collect through this survey will inform our district Long-Range Facilities Plan, and will be brought back for information to the Board of Education on January 11, 2022.

TAKE SURVEY



[REGISTER](#) to join the conversation!

#### Lifecycle

- Established internal working group**
- Data and information gathered**  
Data and information gathered by the working group regarding the current circumstances of School District No. 33, Agricultural Land Reserve (ALR) documentation, enrollment projections and City of Chilliwack planning documents.
- Developed Draft LRFP (Jul - Oct)**  
Developed the Draft LRFP, including options and recommendations for facilities.
- Present first draft to Board (Nov 9)**  
Present the Draft LRFP to the Board for feedback. Receive suggestions for revision.
- Consultation Process (Nov 10 - Dec 10)**  
Share the Draft LRFP with partner groups and the Ministry Capital Division for feedback and suggestions.  
  
Post the Draft LRFP on the School District website, with on-line feedback provisions, to provide the school community, parents and the general public with an opportunity to review the plan and provide comments or feedback.
- Under Review (Nov 10 - Dec 10)**  
Contributions to this consultation are closed for evaluation and review. The project team will report back on key outcomes.
- Final draft report (Jan 11)**  
Present the Draft LRFP and feedback to Board of Education for consideration.
- Final edit (Jan 12 - 31)**  
The working group reviews **Board of Education** and community feedback and prepares the final LRFP.
- Board Approval (Feb 8)**  
Final LRFP received and approved by the Board of Education.

#### FAQs


#### Who's Listening

**Gerry Slykhuis**  
Secretary Treasurer



Email [germy\\_slykhuis@sd33.bc.ca](mailto:germy_slykhuis@sd33.bc.ca)

**Allan Van Tassel**  
Director of Facilities and Transportation




Email [allan\\_vantassel@sd33.bc.ca](mailto:allan_vantassel@sd33.bc.ca)

**Rohan Arul-pragasam**  
Superintendent  
SD 33 Chilliwack




Phone 604-792-1321

**SD 33 Board of Education**  
Chair, Vice Chair, Trustees



#### Draft Documents

 Draft LRFP - Body of Report (7.91 MB) (pdf)

 Draft LRFP draft - Appendix (8.84 MB) (pdf)



**Chilliwack  
School District**

# Let's Talk : Long-Range Facilities Plan Survey

## 1. Which categories best describe you?

- Parent/Guardian of a student at SD33
- SD33 Student
- SD33 Staff
- Community Member
- Other (please specify)

## 2. Do you have one or more children enrolled in a school in our district?

- Yes
- No
- No, but will enroll a child in the next 5 years

## 3. In which area do you currently live?

- North of Highway 1 (Chilliwack side)
- South of Highway 1 (Sardis side)
- East Chilliwack (Popkum, Rosedale, Eastern Hillside)
- Sumas Flats (Yarrow, Greendale)
- Other (please specify)

## 4. When choosing a school, how important are the factors listed below? Please rate.

**Ranking: 1- most important, 4- least important**

- \_\_\_ Siblings in school
- \_\_\_ Specialty programs offered at school (e.g. French Immersion, Arts & Technology)
- \_\_\_ Availability of before and after school programs and/or childcare
- \_\_\_ Location of school in relation to current residence

## 5. Based on the draft Plan, the District has identified 5 unique Challenges it faces.

**For each challenge identified below indicate to what extent you agree the district should make it a priority. Rating: Strongly Disagree, Somewhat Disagree, Neither, Somewhat Agree, Strongly Agree**

- \_\_\_ Enrollment growth
- \_\_\_ Land designation & environmental constraints
- \_\_\_ Transportation
- \_\_\_ Technology & innovative programs
- \_\_\_ Collaboration & community

This survey will run from November 10, 2021 to December 10, 2021.

The information we collect through this survey will inform our district Long-Range Facilities Plan, and will be brought back for information to the Board of Education on January 11, 2022.

AS FOUND ON

[hwww.letstalksd33.ca/](http://hwww.letstalksd33.ca/)

## **BOARD OF EDUCATION**

### **INFORMATION REPORT**

**DATE:** November 9, 2021  
**TO:** Board of Education  
**FROM:** Jared Mumford, Budget Advisory Committee Chair  
**RE:** **BUDGET ADVISORY COMMITTEE REPORT**

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The Board of Education will receive the Budget Advisory Committee Report of November 4, 2021.



# Minutes



Chilliwack  
School District

## REPORT OF THE BUDGET ADVISORY COMMITTEE

Meeting Held Thursday, November 4, 2021 – 4:00 p.m.

Remotely – via Zoom

### Attendance:

Committee Members:	Jared Mumford Darrell Furgason Heather Maahs Gabe D'Archangelo Reid Clark Dale Obirek Jessica Clarke Gail Point Niki Wiens Andrew Unruh Daisy Dai	Chair Trustee Trustee CPVPA CTA CUPE DPAC Indigenous Education Advisory Committee (IEAC) Management Group Community Rep Community Rep
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Staff:	Rohan Arul-pragasam Gerry Slykhuis Mark Friesen Talana McInally	Superintendent Secretary Treasurer Assistant Secretary Treasurer Executive Assistant (Recorder)
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Regrets:	Minjae Seo	Student Rep – SSS
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Also in Attendance:	David Swankey Wendi Omeasoo	Trustee CUPE Treasurer
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### 1. Call to Order

Chair Mumford called the meeting to order at 4:05 p.m. – Welcome and Indigenous Land Acknowledgement.

### 2. Approval of Agenda

Mover: Darrell Furgason  
Seconder: Andrew Unruh

THAT the agenda be approved as circulated.

CARRIED

### 3. Approval of Minutes

Mover: Darrell Furgason

Seconder: Andrew Unruh

THAT the minutes of the April 29, 2021 meeting be approved as circulated.

CARRIED

4. **Committee Representation and Introductions**

Jared Mumford, Chair, reviewed the committee's partner representation for 2021/22 and introductions were made.

5. **Committee Orientation – Terms of Reference, Meeting Agenda Schedule**

The Assistant Secretary Treasurer reviewed the Committee's Terms of Reference, the meeting dates and agenda items for the year. He also reviewed Policy 234, Budget Monitoring and Reporting.

6. **FSDA: Review of 2020/21 Year-end Results**

The Secretary Treasurer presented the 2020/21 Financial Discussion & Analysis report. The FSDA explains the 2020/21 year-end results and is a supplementary report to the 2020/21 audited financial statements.

7. **Budget Timelines/Financial Reporting**

The 2021/22 Budget Timelines were reviewed by the Assistant Secretary Treasurer explaining the Amended and Preliminary budget items to be brought to the Budget Advisory Committee and then to the Board of Education prior to meeting Ministry deadlines.

8. **September Quarterly Financial Report**

The Secretary Treasurer presented the Quarterly Financial Report for the quarter ended September 30, 2021. Revenue and expense items were reviewed and an explanation of the significant variances was provided. This report is based on the Preliminary Budget.

9. **Adjournment**

The meeting was adjourned 4:58 p.m.

## **BOARD OF EDUCATION**

### **INFORMATION REPORT**

**DATE:** November 9, 2021  
**TO:** Board of Education  
**FROM:** Gerry Slykhuis, Secretary Treasurer  
**RE:** **QUARTERLY FINANCIAL REPORT**

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The Secretary Treasurer will present the Quarterly Financial Report – September 30, 2021.

# Chilliwack School District

## Quarterly Financial Report - July 1, 2021 to September 30, 2021

OPERATING FUND	Year-to-Date Jul 1, 2021 to Sep 30, 2021				PRELIMINARY ANNUAL BUDGET 2021-2022
	Y-T-D BUDGET 2021/22	July to Sep ACTUALS	Variance Favourable (Unfavourable)	%	
<b>REVENUE</b>					
Provincial Grants, Ministry of Education	16,352,704	16,352,704	-	0.0%	142,476,537
LEA/Direct Funding From First Nations	235,646	231,843	(3,803)	-1.6%	2,356,455
Provincial Grants, Other	15,000	50,000	35,000	233.3%	150,000
International Student Tuition	149,008	230,544	81,536	54.7%	1,490,079
Other Revenue	303,584	336,962	33,378	11.0%	545,327
Rentals & Leases	75,600	63,566	(12,034)	-15.9%	302,400
Investment Income	64,000	64,100	100	0.2%	113,500
<b>Total Revenue</b>	<b>17,195,542</b>	<b>17,329,719</b>	<b>134,178</b>	<b>0.8%</b>	<b>147,434,298</b>
<b>EXPENSE</b>					
Salaries					
Teachers	6,378,914	6,561,668	(182,754)	-2.9%	63,456,121
Principals & Vice-Principals	2,045,504	2,020,454	25,050	1.2%	8,610,912
Education Assistants	1,333,430	1,302,197	31,233	2.3%	12,698,322
Support Staff	2,782,194	2,697,226	84,968	3.1%	13,570,103
Other Professionals	790,071	801,624	(11,553)	-1.5%	3,325,944
Substitutes	662,970	544,375	118,595	17.9%	5,665,242
Total Salaries	13,993,083	13,927,545	65,538	0.5%	107,326,644
Employee Benefits	3,466,636	3,357,913	108,723	3.1%	25,529,901
Total Salary & Benefits	17,459,719	17,285,458	174,261	1.0%	132,856,545
Services & Supplies	3,266,995	3,847,094	(580,099)	-17.8%	14,986,248
<b>Total Expense</b>	<b>20,726,714</b>	<b>21,132,553</b>	<b>(405,838)</b>	<b>-2.0%</b>	<b>147,842,793</b>
<b>Net Revenue (Expense)</b>	<b>(3,531,173)</b>	<b>(3,802,833)</b>	<b>(271,660)</b>	<b>-1.3%</b>	<b>(408,495)</b>
School Surpluses Included	56,248	56,248	-		562,483
Indigenous Ed Surplus Included	23,387	23,387	-		233,870
Equity in Action	500	500	-		5,000
Holdback Funds	-	133,000	133,000		0
Capital Asset Purchases	(542,856)	(553,607)	(10,751)		(392,856)
<b>Surplus (Deficit) for Year</b>	<b>(3,993,894)</b>	<b>(4,143,305)</b>	<b>(149,411)</b>		<b>2</b>

# Chilliwack School District

Quarterly Financial Report - July 1, 2021 to September 30, 2021

OPERATING FUND	Year-to-Date Jul 1, 2021 to Sep 30, 2021				PRELIMINARY ANNUAL BUDGET 2021-2022
	Y-T-D BUDGET 2021/22	July to Sep ACTUALS	Variance Favourable (Unfavourable)	%	
SERVICE & SUPPLIES BREAKDOWN:					
Services	834,543	1,004,817	(170,274)	-20.4%	3,762,493
Student Transportation	2,320	147	2,173	93.6%	33,000
Professional Development & Travel	202,255	167,044	35,211	17.4%	911,857
Rentals & Leases	-	-	-	100.0%	25,000
Dues & Fees	72,420	91,046	(18,626)	-25.7%	326,500
Insurance	114,703	103,733	10,970	9.6%	310,981
Supplies	1,643,674	2,090,652	(446,978)	-27.2%	7,410,417
Utilities	397,080	389,655	7,425	1.9%	2,206,000
Total Services & Supplies	3,266,995	3,847,094	(580,099)	-17.8%	14,986,248



## Quarterly Financial Report September 2021

November 4, 2021

This report is provided in accordance with [Policy 234](#): Budget Monitoring and Reporting Policy and Regulations, “Significant variances between the trended budget and actuals, including all significant revenues and expenses, will be clarified.”

This report is based on our Preliminary Budget which creates some significant variances due to financial changes that have occurred since it was prepared. Future Quarterly Reports will be based on the Amended Budget and will be more in line with current realities.

The year-to-date budget has been trended to correspond with how we anticipate costs and revenues to be incurred.

### REVENUES

**Provincial Grants, Ministry of Education** – No variance here because the current government grants are based on our Preliminary Budget enrolment estimates. Once our higher enrolment is confirmed in December, our grants will increase accordingly.

**Provincial Grants, Other** – The variance is in Industry Training Authority grants for students enrolled in Trades Programs, and is due to timing.

**International Students** – The positive variance in international revenue is due to recognizing the entire amount of non-refundable application and home stay placement fees.

**Other Revenue** – We receive funding from the City to assist with the parking lot renovations at our CHANCE site due to the Prest Road widening. This was previously credited to Land Capital in error and has now been corrected.

**Rental & Leases** – So far, rental income is \$12,000 under budget. We are monitoring this revenue source to see if our rental income will return to anticipated levels.

## WAGES &amp; BENEFITS

**Teachers** – The higher enrolment has meant quite a few more teachers than what was originally budgeted. Many of these were late hires so the full impact was not reflected fully in the September results.

**Principals & Vice-Principals** – The planned July 1st wage increase has not been paid yet.

**Education Assistants** – No significant variance.

**Support Staff** – The positive variance is mainly due to vacancies in District clerical staff.

**Other Professionals** – The unfavourable variance was due to the Imagine High Business Manager increased from 0.5 FTE to 1.0, and a temporary additional HR position. These were offset by the fact that the July 1st wage increase has not yet come through.

**Substitutes** – Substitutes are normally lower in the month of September. With the ongoing COVID-19 pandemic, we expect these costs to increase significantly during the remainder of year.

**Employee Benefits** – Some of the variance is due to the positive variance in salaries. As part of our amended budget process we are currently analyzing benefit costs to see if we are using the correct estimates.

## SERVICES &amp; SUPPLIES

**Services** are higher than budget by \$170,000. Most of the variance is explained by payments that have come due early in the year including:

- \$80,000 of commissions for International tuition
- \$90,000 of annual software maintenance and licensing fees.

**Student Transportation** has not had many expenses so far this year as the need for contract transportation remains low with fewer trips due to continued COVID-19 restrictions.

**Professional Development & Travel** expenses are expected to see an increase in volume as the year progresses and more conference and travel opportunities become available with the easing of travel restrictions.

**Dues & Fees** are slightly overbudget. This can be explained by the timing of when fees become due and when departments choose to pay these fees.

## SERVICES & SUPPLIES

### Continued

**Supplies** spending over the budget includes the following:

- \$100,000 in custodial and cleaning supplies
- \$133,000 in learning resources from holdback funds not in budget
- \$200,000 in computer hardware accelerated purchases due to long lead times from manufacturers.

**Utilities** are tracking close to budget.

## OTHER ITEMS

**School Surpluses Included** – With our school-based budgeting, we allow schools to carry over any prior year surplus. This is added to our year end reserves but gets transferred out for the schools to use in the current year.

**Indigenous Ed Surplus** – The supplemental Indigenous Ed funding is targeted, and any surplus is treated similarly to school surpluses. It is added to our year end reserves but gets transferred out for Indigenous Programs to use in the current year.

**Capital Asset Purchases** – This is for purchases of capital equipment, vehicles, and portables.



## BOARD OF EDUCATION

### INFORMATION REPORT

**DATE:** November 9, 2021

**TO:** Board of Education

**FROM:** Gerry Slykhuis, Secretary Treasurer

**RE:** **DRAFT LONG-RANGE FACILITIES PLAN 2021-25**

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Secretary Treasurer, Gerry Slykhuis, will present the [Draft Long-Range Facilities Plan 2021-25](#) for feedback.

#### **BACKGROUND:**

The Long-Range Facilities Plan (LRFP) is a Board of Education driven document that provides a framework for facilities planning and investment decisions to support the District's annual review of its Five-Year Capital Plan and proposed capital projects.

The Ministry of Education expects each Board of Education to have a Long-Range Facilities Plan (LRFP) in place that lays out various management strategies regarding its inventory of capital assets - primarily to support changes in student enrolment and educational programming goals. Although a current LRFP is not required to be included as part of a Five-Year Capital Plan submission, the Ministry may request a school district to reference relevant sections of the LRFP to help inform its capital plan review process.

The LRFP serves to establish and re-enforce a set of principles aligned to the Strategic Plan and around which the District adheres and makes decisions related to the enhancement, alteration, re-purposing, and/or building of facilities.

The main challenges the School District is facing, which are outlined in this LRFP, include:

- Rapidly growing enrolment (enrolment growth of 350-500 students/year);
- Lack of available land due to land designations (Agricultural), environmental constraints (floodplain, mountains), and strong competition from developers; and
- Transportation and traffic challenges.

The main recommendations of the LRFP for the next 5 years are as follows:

- Acquire land for a minimum of 4 new schools (three elementary and one middle school);
- Construct a minimum of 4 new schools (three elementary and one middle school, each of 500-650 students each);
- Add a minimum of 7 additions to existing schools, ranging in size from 250 students to 400 student additions (4 elementary, 2 middle, and one secondary addition); and
- Continue to look for available properties adjacent to existing schools for future additions or location of portables.

## BOARD OF EDUCATION

### INFORMATION REPORT

**DATE:** November 9, 2021  
**TO:** Board of Education  
**FROM:** Rohan Arul-pragasam, Superintendent  
**RE:** **COVID-19 UPDATE**

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Superintendent Rohan Arul-pragasam will provide an update on COVID-19 in the Chilliwack School District.

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# TRUSTEE REPORT

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Trustee: Willow Reichelt

Report Date: November 3, 2021

## KEY ACTIVITIES SINCE LAST BOARD MEETING

*List of key dates/activities related to the Trustee role, including school visits and school initiatives/events, committee attendance, conference attendance, etc.*

- School visits to Kwiyeqel Secondary, Greendale Elementary, Little Mountain Elementary, Vedder Middle School and Strathcona Elementary: It was wonderful to see the kids engaged in learning and to talk to the administrators about school startup during our second pandemic year. Despite the challenges, things are going quite well. I heard positive feedback about our strategic plan! One issue that was raised was the impact that the loss of the end of kindergarten in 2020 has had on the cohort that makes up this year's grade 2s; this is something for the board to keep an eye on.
- October 13: Imagine High Grand Opening. It was an honour to be at the grand opening of this innovative school! The leadership students did a great job giving us a tour. If trustees were unable to make it, definitely reach out to make an appointment to see Imagine High now that it is completed and operating.
- October 14 and 15: Provincial Board Chairs Conference and Joint Partners Meeting. Trustees, check your inbox for my notes.
- October 23: BCSTA Provincial Council. Trustees, check your inbox for my notes.

## UPCOMING EVENTS OF INTEREST TO THE BOARD

- Trustee Academy is happening December 2 to 4. There is still time to register.

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# TRUSTEE REPORT

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Trustee: Mumford

Report Date: November 9, 2021

## KEY ACTIVITIES SINCE LAST BOARD MEETING

*List of key dates/activities related to the Trustee role, including school visits and school initiatives/events, committee attendance, conference attendance, etc.*

- Tuesday, October 12 2021 IEAC Meeting
- Tuesday, October 12 2021 Scholarship Committee Call w/ Trustee Dr Bondar / Exec Ass. Britton
- Tuesday, October 12 2021 Policy Review #20
- Wednesday, October 13 2021 Chilliwack Food Council
- Wednesday, October 13 2021 BCPSEA Bargaining Review Call
- Tuesday, October 19 2021 CVC Meeting
- Tuesday, October 26 2021 CHC Meeting (Chair)
- Friday, October 29 2021 Board Chairs Meeting w/ MOE & MHO
  
- Tuesday, November 2 2021 CVC Meeting

## UPCOMING EVENTS OF INTEREST TO THE BOARD

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# TRUSTEE REPORT

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Trustee: Carin Bondar

Report Date: September/October (September report was absent)

## KEY ACTIVITIES SINCE LAST BOARD MEETING

*List of key dates/activities related to the Trustee role, including school visits and school initiatives/events, committee attendance, conference attendance, etc.*

- Sept 14 – CYC Monthly meeting
- Sept 22-25 BC Ed Access AdvoCon 2021
- Sept 29 – Story Walk and discussion at Rosedale Traditional School
- Sept 28 – AD Rundle VS CMS Junior Boys Soccer Game
- Sept 28 – Board Learning Session
- Sept 30 – Strathcona VS CMS
- Oct 5 – CYC Monthly meeting
- Oct 6 – AD Rundle School visit
- Oct 6 - EducationPlannerBC – Parents as Education and Career Coaches – Sardis secondary School
- Oct 7 – District Elementary cross country meet – FG Leary
- Oct 12 – Board Policy Rewrite
- Oct 12 – Imagine High PAC meeting
- Oct 14 – Imagine High Grand Opening
- Oct 19 – Central Elementary Pumpkin Hunt
- Oct 19 – Hope VS CMS Junior Boys Soccer
- Oct 26 – Board Learning Session
- Oct 27 – Central School Visit
- Oct 28 – DPAC meeting

## UPCOMING EVENTS OF INTEREST TO THE BOARD

- Collaborations between UFV and SD33 Schools: Sustainable fashion, groundwater awareness.
- Trustee Academy: Nov 2022 (Registered)

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# TRUSTEE REPORT

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Trustee: David Swankey

Report Date: November 4<sup>th</sup> 2021

## KEY ACTIVITIES SINCE LAST BOARD MEETING

- Oct 5<sup>th</sup> – Acknowledged World Teacher Day with stops at Cheam, Strathcona, RTCS, Little Mountain, East Chilliwack, Learning Services, Maintenance & Transportation
- Oct 12<sup>th</sup> – Attended Board Policy Working Session
- Oct 19<sup>th</sup> – Attended MSMS PAC Meeting
- Oct 19<sup>th</sup> – Met with Superintendent Arul-pragasam to discuss 2021-2022 EPAC work plan
- Oct 21<sup>st</sup> – Attended BCSTA FV Branch meeting
- Oct 26<sup>th</sup> – Visited MSMS
- Oct 26<sup>th</sup> – Attended Board Learning Session <https://sd33.bc.ca/node/549>
- Oct 27<sup>th</sup> – Attended BCSTA Board of Directors meeting as part of Fraser Valley delegation addressing the considerations of SD35's request to move from FV to Metro Branch
- Oct 27<sup>th</sup> – MCFD announced significant changes to the delivery of services for children and youth with support needs. Further detail can be found here: <https://news.gov.bc.ca/releases/2021CFD0067-002047>
- Nov 1<sup>st</sup> – Chaired EPAC meeting via Zoom
- Nov 2<sup>nd</sup> – Attended Board Policy Working Session
- Nov 4<sup>th</sup> – Attended District Budget Advisory Committee

## UPCOMING EVENTS OF INTEREST TO THE BOARD

- December 2<sup>nd</sup> - 4<sup>th</sup> – BCSTA Academy
  - <https://bcsta.org/event-info/trustee-academy/>
- EPAC is meeting on Mondays and is scheduled to meet 12 more times between now and May 30<sup>th</sup> to support the Board's policy renewal project

## **MEETING SUMMARIES**

### **In-Camera Meeting – October 5, 2021**

Trustees: Willow Reichelt, Jared Mumford, Carin Bondar, Darrell Furgason, Heather Maahs, Barry Neufeld, David Swankey

Staff: Rohan Arul-pragasam, Gerry Slykhuis, Tamara Ilersich, Talana McNally

Special Advisor: Mr. M. McKay

1. HR Report
2. BCPSEA Report
3. Public Sector Executive Compensation Disclosure Report

### **Learning Session – October 26, 2021**

Trustees: Willow Reichelt, Carin Bondar, Darrell Furgason, Heather Maahs, Barry Neufeld, David Swankey

Staff: Rohan Arul-pragasam, Gerry Slykhuis, Mark Friesen, Kirk Savage, Paula Jordan, David Manuel, Allan Van Tassel, Tamara Ilersich

1. Foundational Underpinnings (RTI)
2. Seamless Day Program

### **Special In-Camera Meeting – November 3, 2021**

Trustees: Jared Mumford, Carin Bondar, Darrell Furgason, Heather Maahs, Barry Neufeld

Staff: Rohan Arul-pragasam, Gerry Slykhuis, Tamara Ilersich, Talana McNally

Recused: Willow Reichelt, David Swankey

1. Vaccine Mandate

### **Special In-Camera Meeting – November 8, 2021**

Trustees: Jared Mumford, Carin Bondar, Darrell Furgason, Heather Maahs, Barry Neufeld, Willow Reichelt, David Swankey

Staff: Rohan Arul-pragasam, Gerry Slykhuis, Tamara Ilersich, Talana  
McInally

1. Vaccine Mandate Communication