



**Chilliwack
School District**

**THE BOARD OF EDUCATION
School District #33 (Chilliwack)
Regular Public Board Meeting
(Live Streamed and Recorded)**

**AGENDA
June 14, 2022
5:30 pm**

1. CALL TO ORDER – School District Office

- 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 May 10, 2022 Regular Board Meeting be approved as circulated.)

2. PRESENTATION

- 2.1. Strategic Plan Presentation – Student Achievement

3. PUBLIC PARTICIPATION – COMMENTS/QUESTIONS CONCERNING THE AGENDA

4. ACTION ITEMS

- 4.1. 2022 – 2023 Annual Budget – 2nd & 3rd Reading and Adoption
- 4.2. Capital Plan
- 4.3. Policy Renovation Project (Education Policy Advisory Committee Report)
 - 4.3.1. Policy 341 – Trustee Bursary (Suspended)
 - 4.3.2. Policy 340 – School Fees and Financial Hardship
 - 4.3.3. Policy 361 – Support for Services by Community Agencies and Certified Professionals
 - 4.3.4. Policy 383 – Technology Use
 - 4.3.5. Policy 390 – Resolving Concerns

Meeting Break 10 Minutes

- 4.4. Policy Renovation Project (Business and Support Services Section 600)
 - 4.4.1. Policy 660 – Consolidation or Closure of Schools
 - 4.4.2. Policy 681 – 15-Passenger Vans
- 4.5. Child Youth Health Centre (CYHC) Rent Relief

5. INFORMATION ITEMS

- 5.1. Audit Working Committee Report
- 5.2. BCSTA Report
- 5.3. Trustee Written Reports
- 5.4. Meeting Summaries
- 5.5. **Next Board of Education Meeting: September 13, 2022 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, May 10, 2022

Location: School District Office

Members Present:

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

Regrets:

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	Mr. K. Savage
Assistant Superintendent	Ms. P. Jordan
Executive Assistant	Ms. T. McNally

1. CALL TO ORDER – Zoom Webinar

1.1. Call to Order

The Board Chair called the meeting to order at 5:32 p.m. – **Welcome, Acknowledgment of Traditional Territory**

1.2. Adoption of the Agenda

108.22 Moved by: Trustee Maahs
Seconded by: Trustee Bondar

THAT the agenda be adopted as circulated.

NO VOTE

109.22 Moved by: Trustee Reichelt
Seconded by: Trustee Bondar

THAT the agenda be amended to include Information Item 4.3 – Quarterly Financial Report.

CARRIED

- 110.22 Moved by: Trustee Maahs
Seconded by: Trustee Bondar

THAT the agenda be adopted as circulated.

CARRIED

1.3. Approval of the Minutes

- 111.22 Moved by: Trustee Furgason
Seconded by: Trustee Reichelt

THAT the minutes of the April 12, 2022 Regular Board Meeting be approved as circulated.

CARRIED

2. PUBLIC PARTICIPATION – COMMENTS/QUESTIONS CONCERNING THE AGENDA

- Administration of Epilepsy Medication

3. ACTION ITEMS

3.1. Policy Renovation Project / Business and Support Services Section 600

3.1.1. Policy 610 – Financial Planning and Reporting

- 112.22 Moved by: Trustee Reichelt
Seconded by: Trustee Bondar

THAT the Board of Education adopt Policy 610 – Financial Planning and Reporting and repeal Policy 234 Budget Monitoring and Reporting and Board Regulation 234.1 Budget Monitoring and Reporting as presented.

CARRIED

3.1.2. Policy 611 – Accumulated Surplus

- 113.22 Moved by: Trustee Maahs
Seconded by: Trustee Furgason

THAT the Board of Education adopt Policy 611 – Accumulated Surplus and repeal Policy 235 Accumulated Operating Surplus and Board Regulation 235.1 Accumulated Operating Surplus as presented.

CARRIED

3.1.3. Policy 630 – Purchasing

- 114.22 Moved by: Trustee Reichelt
Seconded by: Trustee Bondar

THAT the Board of Education reaffirm Policy 630 – Purchasing (Policy 709 – Purchasing) as presented.

CARRIED

3.2. 2022-23 Annual Budget – 1st Reading

- 115.22** Moved by: Trustee Reichelt
Seconded by: Trustee Maahs

THAT the Board approve the first reading of the 2022-2023 Annual Budget Bylaw at the May 10, 2022 Regular Board Meeting in the amount of \$184,565,102.

CARRIED

3.3. Letter Re: Administration of Epilepsy Medication

- 116.22** Moved by: Trustee Maahs
Seconded by: Trustee Furgason

THAT the Board of Education write to the Minister of Health, Minister of Education and Child Care, cc'd to our local MLAs, and Premier stating our concern with the policy that does not allow trained EA's to administer medication to students who suffer from epileptic seizures in our public schools if they have not had a seizure in the past 12 months.

CARRIED

- 117.22** Moved by: Trustee Maahs
Seconded by: Trustee Bondar

THAT the Board contact Boards of Education in the province and encourage them to also send a letter with the same request.

CARRIED

4. INFORMATION ITEMS**4.1. Board Self-Evaluation**

Chair Mumford provided a summary report of the Board Self-Evaluations.

4.2. Budget Advisory Committee Report

The Board of Education received the Budget Advisory Committee report of May 5, 2022.

4.3. Quarterly Financial Report

The Secretary Treasurer presented the Quarterly Financial Report – March 31, 2022.

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

April 12, 2022 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, Talana McNally

1. Appeal Procedure
2. HR Report
3. BCPSEA Report
4. Capital Plan Priorities
5. Principal/Vice Principal Assignments/Reassignments

April 26, 2022 Learning Session

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

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

1. Operations Update
2. Policy Update

4.7. Next Board of Education Meeting Date

**Tuesday, June 14, 2022
5:30 p.m.
School District Office**

4. PUBLIC PARTICIPATION – QUESTIONS CONCERNING AGENDA ITEMS

- Administration of Epilepsy Medication Follow-up

6. ADJOURNMENT

The meeting was adjourned at 6:46 p.m.

Board Chair

Secretary-Treasurer

BOARD OF EDUCATION

PRESENTATION

DATE: June 14, 2022

TO: Board of Education

FROM: David Manuel, Director of Instruction
Kirk Savage, Assistant Superintendent
Paula Jordan, Assistant Superintendent

RE: **STRATEGIC PLAN UPDATE – STUDENT ACHIEVEMENT**

Director of Instruction David Manuel and Assistant Superintendents Kirk Savage and Paula Jordan will lead a presentation regarding progress Student Achievement as it relates to 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.

BOARD OF EDUCATION

DECISION REPORT

DATE: June 14, 2022
TO: Board of Education
FROM: Gerry Slykhuis, Secretary Treasurer
RE: **2022-23 ANNUAL BUDGET – 2nd & 3rd READINGS & ADOPTION**

RECOMMENDATION:

1. THAT the Board of Education approve the second reading of the 2022-2023 Annual Budget Bylaw at the June 14, 2021 Regular Board Meeting in the amount of \$184,565,102 (attached).
2. THAT the Board of Education approve the third reading and adoption of the 2022-2023 Annual Budget Bylaw at the June 14, 2021 Regular Board Meeting in the amount of \$184,565,102 (attached).

BACKGROUND:

Included in this package is the Ministry of Education and Childcare Budget Template document – this is the main budget document and bylaw. Also included is the 3-Year Budget Projections.

Annual Budget

School District No. 33 (Chilliwack)

June 30, 2023

School District No. 33 (Chilliwack)

June 30, 2023

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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 2022/2023 pursuant to section 113 of the *School Act*, R.S.B.C., 1996, c. 412 as amended from time to time (called the "Act").

1. The Board has complied with the provisions of the *Act*, Ministerial Orders, and Ministry of Education Policies 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 2022/2023.
3. The attached Statement 2 showing the estimated revenue and expense for the 2022/2023 fiscal year and the total budget bylaw amount of \$184,565,102 for the 2022/2023 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 2022/2023.

READ A FIRST TIME THE 10 DAY OF May, 2022;

READ A SECOND TIME THE _____ DAY OF _____, 2022;

READ A THIRD TIME, PASSED AND ADOPTED THE _____ DAY OF _____, 2022;

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 2022/2023, adopted by the Board the _____ DAY OF _____, 2022.

Secretary Treasurer

School District No. 33 (Chilliwack)

Statement 2

Annual Budget - Revenue and Expense

Year Ended June 30, 2023

	2023 Annual Budget	2022 Amended Annual Budget
Ministry Operating Grant Funded FTE's		
School-Age	14,830,600	14,480,600
Adult	49,000	49,000
Other	74,125	74,125
Total Ministry Operating Grant Funded FTE's	14,953,725	14,603,725
Revenues	\$	\$
Provincial Grants		
Ministry of Education	165,225,559	162,680,990
Other	247,404	150,000
Federal Grants	2,985,000	
Tuition	1,646,625	1,590,079
Other Revenue	2,931,123	6,020,840
Rentals and Leases	217,260	213,000
Investment Income	298,500	232,500
Amortization of Deferred Capital Revenue	8,841,080	7,031,930
Total Revenue	182,392,551	177,919,339
Expenses		
Instruction	147,484,190	146,877,986
District Administration	5,602,153	5,322,726
Operations and Maintenance	26,237,098	23,771,784
Transportation and Housing	4,687,387	4,563,030
Total Expense	184,010,828	180,535,526
Net Revenue (Expense)	(1,618,277)	(2,616,187)
Budgeted Allocation (Retirement) of Surplus (Deficit)	800,000	1,876,235
Budgeted Surplus (Deficit), for the year	(818,277)	(739,952)
Budgeted Surplus (Deficit), for the year comprised of:		
Operating Fund Surplus (Deficit)		
Special Purpose Fund Surplus (Deficit)		
Capital Fund Surplus (Deficit)	(818,277)	(739,952)
Budgeted Surplus (Deficit), for the year	(818,277)	(739,952)

Fund Accounting



Operating Funds

Instruction
School & District
Administration
Operations & Maintenance
Transportation



Capital Funds

For the purpose of
acquiring land, buildings,
and major equipment.



Special Purpose Funds

Funds provided by a third party
for the sole purpose to carry out
a function or activity, e.g. school
generated funds, scholarships,
ministry-designated activities.

School District No. 33 (Chilliwack)

Statement 2

Annual Budget - Revenue and Expense

Year Ended June 30, 2023

	2023 Annual Budget	2022 Amended Annual Budget
Budget Bylaw Amount		
Operating - Total Expense	156,334,319	153,886,935
Special Purpose Funds - Total Expense	15,780,392	16,685,101
Capital Fund - Total Expense	11,896,117	9,963,490
Capital Fund - Tangible Capital Assets Purchased from Local Capital	554,274	477,274
Total Budget Bylaw Amount	184,565,102	181,012,800

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

DRAFT - Not Finalized

April 27, 2022 11:11

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School District No. 33 (Chilliwack)

Statement 4

Annual Budget - Changes in Net Financial Assets (Debt)

Year Ended June 30, 2023

	2023 Annual Budget	2022 Amended Annual Budget
	\$	\$
Surplus (Deficit) for the year	(1,618,277)	(2,616,187)
Effect of change in Tangible Capital Assets		
Acquisition of Tangible Capital Assets		
From Local Capital	(554,274)	(477,274)
From Deferred Capital Revenue		(30,742,006)
Total Acquisition of Tangible Capital Assets	(554,274)	(31,219,280)
Amortization of Tangible Capital Assets	10,011,357	8,175,882
Total Effect of change in Tangible Capital Assets	9,457,083	(23,043,398)
	-	-
(Increase) Decrease in Net Financial Assets (Debt)	7,838,806	(25,659,585)

School District No. 33 (Chilliwack)

Schedule 2

Annual Budget - Operating Revenue and Expense

Year Ended June 30, 2023

	2023 Annual Budget \$	2022 Amended Annual Budget \$
Revenues		
Provincial Grants		
Ministry of Education	150,616,311	147,215,766
Other	200,000	150,000
Tuition	1,646,625	1,590,079
Other Revenue	2,931,123	3,030,855
Rentals and Leases	217,260	213,000
Investment Income	275,000	215,000
Total Revenue	155,886,319	152,414,700
Expenses		
Instruction	132,160,329	130,649,316
District Administration	5,145,622	4,866,295
Operations and Maintenance	15,079,693	14,369,802
Transportation and Housing	3,948,675	4,001,522
Total Expense	156,334,319	153,886,935
Net Revenue (Expense)	(448,000)	(1,472,235)
Budgeted Prior Year Surplus Appropriation	800,000	1,876,235
Net Transfers (to) from other funds		
Local Capital	(352,000)	(404,000)
Total Net Transfers	(352,000)	(404,000)
Budgeted Surplus (Deficit), for the year	-	-



Operating Budget Comparisons

21/22 Amended vs.
22/23 Preliminary

	Revenues	Expenses	Capital	Surplus (Deficit)
Amended 21/22 Budget	\$ 152,414,700	\$ (153,886,935)	\$ (404,000)	\$ (1,876,235)
<u>Changes</u>				
Enrolment	3,410,545	(1,253,106)		2,157,439
Other MoEd Funding	(10,000)			(10,000)
Other Revenues	14,528			14,528
Wage/Collective Agree. Increases		(282,447)		(282,447)
Staffing Changes		(919,616)		(919,616)
One Time Items		(140,000)		(140,000)
International Program	56,546	(103,600)		(47,054)
Benefits		(298,654)		(298,654)
Indigenous Ed.		316,210		316,210
Substitutes		(248,955)		(248,955)
School Budgets		276,349		276,349
Other Expenses		(315,618)		(315,618)
Holdback Funding	-	522,053		522,053
Preliminary 22/23 Budget	\$ 155,886,319	\$ (156,334,319)	\$ (554,274)	\$ (1,002,274)
Indigenous Program Surplus Carry Forward				300,000
School Surpluses				500,000
			\$	-

	Priorities	Savings	Preliminary Budget
Capital Expenditures:			
Vehicles Deferred from 20/21 & 21/22:			
Transit Van-Electrical	61,000		61,000
Transit Van-Grounds	68,000		68,000
Transit Van-Carpentry	73,274		73,274
1.5 Ton Truck with Blade	104,000	(104,000)	0
Bobcat	86,000		86,000
Scissor Lift Trailer	15,000		15,000
Truck-Maintenance	55,000		55,000
Auto Scrubbers x 3	65,000		65,000
Thumb Attachment for Backhoe	9,000		9,000
Sander	7,000		7,000
Bus Hoist	115,000		115,000
Sub-Total	658,274	(104,000)	554,274
Tfr from Local Capital for Deferred Vehic	(202,274)		(202,274)
	\$ 456,000	\$ (104,000)	\$ 352,000



Capital Expenditures

Preliminary Budget



Reserve Summary

2022/23 Preliminary Annual Budget



	Ending Balance Jun.30/19	Ending Balance Jun.30/20	Ending Balance Jun. 30/21	Budgeted Balance Jun. 30/22	Budgeted Balance Jun. 30/23
Unrestricted Surplus	2,208,342	1,969,168	1,729,699	1,656,425	1,656,425
Restricted Local Capital	1,293,334	2,293,334	5,028,301	2,028,301	0
	3,501,676	4,262,502	6,758,000	3,684,726	1,656,425

Outstanding Major Capital Commitments:

Southside School Project	4,528,301	1,728,301	0
Vedder Elementary Addition Project	500,000	300,000	0
	5,028,301	2,028,301	0

School District No. 33 (Chilliwack)

Schedule 2A

Annual Budget - Schedule of Operating Revenue by Source

Year Ended June 30, 2023

	2023 Annual Budget	2022 Amended Annual Budget
	\$	\$
Provincial Grants - Ministry of Education		
Operating Grant, Ministry of Education	151,553,330	148,142,785
ISC/LEA Recovery	(2,356,455)	(2,356,455)
Other Ministry of Education Grants		
Pay Equity	864,624	864,624
Funding for Graduated Adults	5,000	15,000
Student Transportation Fund	329,456	329,456
Support Staff Benefits Grant	213,356	213,356
FSA Scorer Grant	7,000	7,000
Total Provincial Grants - Ministry of Education	150,616,311	147,215,766
Provincial Grants - Other	200,000	150,000
Tuition		
International and Out of Province Students	1,646,625	1,590,079
Total Tuition	1,646,625	1,590,079
Other Revenues		
Funding from First Nations	2,356,455	2,356,455
Miscellaneous		
Bus Fees	424,300	465,000
Energy Program	30,000	30,000
Other Miscellaneous	120,368	179,400
Total Other Revenue	2,931,123	3,030,855
Rentals and Leases	217,260	213,000
Investment Income	275,000	215,000
Total Operating Revenue	155,886,319	152,414,700

School District No. 33 (Chilliwack)

Schedule 2B

Annual Budget - Schedule of Operating Expense by Object
Year Ended June 30, 2023

	2023 Annual Budget	2022 Amended Annual Budget
	\$	\$
Salaries		
Teachers	65,946,888	65,371,822
Principals and Vice Principals	9,279,996	8,837,422
Educational Assistants	13,635,708	13,740,714
Support Staff	14,246,462	13,781,498
Other Professionals	3,649,131	3,492,153
Substitutes	5,988,130	5,770,605
Total Salaries	112,746,315	110,994,214
Employee Benefits	27,233,771	26,577,624
Total Salaries and Benefits	139,980,086	137,571,838
Services and Supplies		
Services	4,082,524	4,096,221
Student Transportation	25,000	34,000
Professional Development and Travel	1,044,238	1,038,894
Rentals and Leases	25,000	25,000
Dues and Fees	343,046	219,625
Insurance	276,100	310,981
Supplies	8,066,325	8,374,876
Utilities	2,492,000	2,215,500
Total Services and Supplies	16,354,233	16,315,097
Total Operating Expense	156,334,319	153,886,935

School District No. 33 (Chilliwack)

Schedule 2C

Annual Budget - Operating Expense by Function, Program and Object
Year Ended June 30, 2023

	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	53,125,570	863,670	4,500	719,396	-	4,183,218	58,896,354
1.03 Career Programs	83,895	-	-	576,462	57,195	3,157	720,709
1.07 Library Services	1,476,829	79,748	-	23,504	-	96,739	1,676,820
1.08 Counselling	2,210,050	-	-	-	-	19,899	2,229,949
1.10 Special Education	6,913,748	1,043,634	12,469,717	252,915	-	785,849	21,465,863
1.30 English Language Learning	964,598	132,913	-	-	-	7,438	1,104,949
1.31 Indigenous Education	946,587	132,913	1,161,491	10,030	95,325	196,208	2,542,554
1.41 School Administration	-	6,694,835	-	2,585,129	526,866	113,205	9,920,035
1.60 Summer School	125,843	-	-	-	-	-	125,843
1.61 Continuing Education	-	-	-	-	-	-	-
1.62 International and Out of Province Students	99,768	132,913	-	23,069	38,130	-	293,880
1.64 Other	-	-	-	72,501	-	-	72,501
Total Function 1	65,946,888	9,080,626	13,635,708	4,263,006	717,516	5,405,713	99,049,457
4 District Administration							
4.11 Educational Administration	-	-	-	-	740,904	-	740,904
4.40 School District Governance	-	-	-	-	155,953	-	155,953
4.41 Business Administration	-	199,370	-	598,368	1,472,916	9,034	2,279,688
Total Function 4	-	199,370	-	598,368	2,369,773	9,034	3,176,545
5 Operations and Maintenance							
5.41 Operations and Maintenance Administration	-	-	-	82,358	453,552	-	535,910
5.50 Maintenance Operations	-	-	-	6,511,804	-	372,734	6,884,538
5.52 Maintenance of Grounds	-	-	-	729,779	-	-	729,779
5.56 Utilities	-	-	-	-	-	-	-
Total Function 5	-	-	-	7,323,941	453,552	372,734	8,150,227
7 Transportation and Housing							
7.41 Transportation and Housing Administration	-	-	-	182,728	108,290	-	291,018
7.70 Student Transportation	-	-	-	1,878,419	-	200,649	2,079,068
Total Function 7	-	-	-	2,061,147	108,290	200,649	2,370,066
9 Debt Services							
Total Function 9	-	-	-	-	-	-	-
Total Functions 1 - 9	65,946,888	9,279,996	13,635,708	14,246,462	3,649,131	5,988,130	112,746,315

DRAFT - Not Finalized

April 27, 2022 11:11

School District No. 33 (Chilliwack)

Schedule 2C

Annual Budget - Operating Expense by Function, Program and Object
Year Ended June 30, 2023

	Total Salaries	Employee Benefits	Total Salaries and Benefits	Services and Supplies	2023 Annual Budget	2022 Amended Annual Budget
	\$	\$	\$	\$	\$	\$
1 Instruction						
1.02 Regular Instruction	58,896,354	14,125,588	73,021,942	6,359,618	79,381,560	78,507,306
1.03 Career Programs	720,709	186,753	907,462	471,797	1,379,259	1,261,013
1.07 Library Services	1,676,820	404,980	2,081,800	136,965	2,218,765	2,100,553
1.08 Counselling	2,229,949	543,836	2,773,785		2,773,785	2,651,249
1.10 Special Education	21,465,863	5,578,703	27,044,566	541,199	27,585,765	27,625,572
1.30 English Language Learning	1,104,949	264,651	1,369,600	22,827	1,392,427	1,385,368
1.31 Indigenous Education	2,542,554	636,836	3,179,390	956,449	4,135,839	4,455,288
1.41 School Administration	9,920,035	2,195,069	12,115,104	147,110	12,262,214	11,727,106
1.60 Summer School	125,843	30,809	156,652	7,000	163,652	156,773
1.61 Continuing Education	-	-	-	3,000	3,000	10,250
1.62 International and Out of Province Students	293,880	66,175	360,055	368,000	728,055	633,932
1.64 Other	72,501	24,707	97,208	38,800	136,008	134,906
Total Function 1	99,049,457	24,058,107	123,107,564	9,052,765	132,160,329	130,649,316
4 District Administration						
4.11 Educational Administration	740,904	149,344	890,248	161,060	1,051,308	1,001,214
4.40 School District Governance	155,953	8,592	164,545	255,064	419,609	336,190
4.41 Business Administration	2,279,688	487,221	2,766,909	907,796	3,674,705	3,528,891
Total Function 4	3,176,545	645,157	3,821,702	1,323,920	5,145,622	4,866,295
5 Operations and Maintenance						
5.41 Operations and Maintenance Administration	535,910	113,969	649,879	221,120	870,999	868,900
5.50 Maintenance Operations	6,884,538	1,634,891	8,519,429	1,900,100	10,419,529	9,998,350
5.52 Maintenance of Grounds	729,779	199,886	929,665	367,500	1,297,165	1,287,052
5.56 Utilities	-	-	-	2,492,000	2,492,000	2,215,500
Total Function 5	8,150,227	1,948,746	10,098,973	4,980,720	15,079,693	14,369,802
7 Transportation and Housing						
7.41 Transportation and Housing Administration	291,018	60,651	351,669	109,860	461,529	456,647
7.70 Student Transportation	2,079,068	521,110	2,600,178	886,968	3,487,146	3,544,875
Total Function 7	2,370,086	581,761	2,951,847	996,828	3,948,675	4,001,522
9 Debt Services						
Total Function 9	-	-	-	-	-	-
Total Functions 1 - 9	112,746,315	27,233,771	139,980,086	16,354,233	156,334,319	153,886,935

DRAFT - Not Finalized

April 27, 2022 11:11

School District No. 33 (Chilliwack)

Schedule 3

Annual Budget - Special Purpose Revenue and Expense

Year Ended June 30, 2023

	2023	2022 Amended
	Annual Budget	Annual Budget
	\$	\$
Revenues		
Provincial Grants		
Ministry of Education	12,724,488	13,677,616
Other	47,404	
Federal Grants	2,985,000	
Other Revenue		2,989,985
Investment Income	23,500	17,500
Total Revenue	15,780,392	16,685,101
Expenses		
Instruction	15,323,861	16,228,670
District Administration	456,531	456,431
Total Expense	15,780,392	16,685,101
Budgeted Surplus (Deficit), for the year	-	-

Special Purpose Funds

Summary of Changes

Special Purpose Funds Summary of Changes to Funding			
Fund	2021-22 Amended	Change	2022-23 Preliminary
Annual Facilities Grant	\$456,531	\$0	\$456,531
Learning Improvement Fund	501,688	16,339	518,027
School Trust & Scholarship Funds	3,002,500	6,000	3,008,500
Early Learning Funds	312,200	-39,200	273,000
French Language (OLEP)	145,607	22,358	167,965
Community Link	728,611	0	728,611
Classroom Enhancement Funds	10,567,589	-37,035	10,530,554
Mental Health Initiatives	120,482	-120,482	0
Restart Fund - Health & Safety	348,673	-348,673	0
FN Student Transportation	219,700	-219,700	0
Other	53,591	-53,591	0
	\$16,457,172	(\$773,984)	\$15,683,188

School District No. 33 (Chilliwack)

Schedule 3A

Annual Budget - Changes in Special Purpose Funds

Year Ended June 30, 2023

	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			284,059	981,139					
Add: Restricted Grants									
Provincial Grants - Ministry of Education	456,531	518,027			224,000	49,000	167,965	728,611	390,638
Other			85,000	2,900,000					
Investment Income			3,500	20,000					
	456,531	518,027	88,500	2,920,000	224,000	49,000	167,965	728,611	390,638
Less: Allocated to Revenue	456,531	518,027	88,500	2,920,000	224,000	49,000	167,965	728,611	390,638
Deferred Revenue, end of year	-	-	284,059	981,139	-	-	-	-	-
Revenues									
Provincial Grants - Ministry of Education	456,531	518,027			224,000	49,000	167,965	728,611	390,638
Provincial Grants - Other									
Federal Grants			85,000	2,900,000					
Investment Income			3,500	20,000					
	456,531	518,027	88,500	2,920,000	224,000	49,000	167,965	728,611	390,638
Expenses									
Salaries									
Teachers							50,337		
Principals and Vice Principals									93,039
Educational Assistants		403,903						533,520	
Support Staff					171,366				77,265
Other Professionals									10,636
Substitutes							2,517		148,039
	-	403,903	-	-	171,366	-	52,854	533,520	328,979
Employee Benefits		114,124					12,324	142,354	39,315
Services and Supplies	456,531		88,500	2,920,000	52,634	49,000	102,787	52,737	22,344
	456,531	518,027	88,500	2,920,000	224,000	49,000	167,965	728,611	390,638
Net Revenue (Expense)	-	-	-	-	-	-	-	-	-

School District No. 33 (Chilliwack)

Annual Budget - Changes in Special Purpose Funds

Year Ended June 30, 2023

Schedule 3A

	Classroom Enhancement Fund - Staffing	Seamless Day Kindergarten	After School Sports Initiative	TOTAL
	\$	\$	\$	\$
Deferred Revenue, beginning of year		49,800	47,404	1,362,402
Add: Restricted Grants				
Provincial Grants - Ministry of Education	10,139,916			12,674,688
Other				2,985,000
Investment Income				23,500
	10,139,916	-	-	15,683,188
Less: Allocated to Revenue	10,139,916	49,800	47,404	15,780,392
Deferred Revenue, end of year	-	-	-	1,265,198
Revenues				
Provincial Grants - Ministry of Education	10,139,916	49,800		12,724,488
Provincial Grants - Other			47,404	47,404
Federal Grants				2,985,000
Investment Income				23,500
	10,139,916	49,800	47,404	15,780,392
Expenses				
Salaries				
Teachers	8,145,683			8,196,020
Principals and Vice Principals				93,039
Educational Assistants				937,423
Support Staff		38,844		287,475
Other Professionals				10,636
Substitutes				150,556
	8,145,683	38,844	-	9,675,149
Employee Benefits	1,994,233	10,956		2,313,306
Services and Supplies			47,404	3,791,937
	10,139,916	49,800	47,404	15,780,392
Net Revenue (Expense)	-	-	-	-

School District No. 33 (Chilliwack)

Schedule 4

Annual Budget - Capital Revenue and Expense

Year Ended June 30, 2023

	2023 Annual Budget			2022 Amended Annual Budget
	Invested in Tangible Capital Assets	Local Capital	Fund Balance	
	\$	\$	\$	\$
Revenues				
Provincial Grants				
Ministry of Education	1,884,760		1,884,760	1,787,608
Amortization of Deferred Capital Revenue	8,841,080		8,841,080	7,031,930
Total Revenue	10,725,840	-	10,725,840	8,819,538
Expenses				
Operations and Maintenance	1,884,760		1,884,760	1,787,608
Amortization of Tangible Capital Assets				
Operations and Maintenance	9,272,645		9,272,645	7,614,374
Transportation and Housing	738,712		738,712	561,508
Total Expense	11,896,117	-	11,896,117	9,963,490
Net Revenue (Expense)	(1,170,277)	-	(1,170,277)	(1,143,952)
Net Transfers (to) from other funds				
Local Capital		352,000	352,000	404,000
Total Net Transfers	-	352,000	352,000	404,000
Other Adjustments to Fund Balances				
Tangible Capital Assets Purchased from Local Capital	554,274	(554,274)	-	
Total Other Adjustments to Fund Balances	554,274	(554,274)	-	
Budgeted Surplus (Deficit), for the year	(616,003)	(202,274)	(818,277)	(739,952)

A hand in a dark suit jacket is pointing at a digital interface. The interface features several hexagonal overlays. One hexagon shows a target with a bright light in the center and four small arrows pointing outwards. Another hexagon shows a network diagram with white dots connected by thin white lines. The background is a light gray gradient.

3-Year Projections

Chilliwack School District

Three Year Budget Projection

OPERATING FUND	Annual Projections 2022/23 to 2024/25		
	2022/23	2023/24	2024/25
REVENUE			
Provincial Grants, Ministry of Education	150,616,311	154,026,856	157,437,401
LEA/Direct Funding From First Nations	2,356,455	2,356,455	2,356,455
Provincial Grants, Other	200,000	200,000	200,000
International Student Tuition	1,646,625	1,942,000	2,110,000
Other Revenue	574,668	590,142	599,806
Rentals & Leases	217,260	221,605	226,037
Investment Income	275,000	275,000	275,000
Total Revenue	155,886,319	159,612,058	163,204,699
EXPENSE			
Salaries			
Teachers	65,946,889	67,358,014	68,768,850
Principals & Vice-Principals	9,279,996	9,330,024	9,516,624
Education Assistants	13,635,708	13,861,685	14,097,046
Support Staff	14,246,462	14,453,504	14,564,425
Other Professionals	3,649,129	3,722,498	3,797,334
Substitutes	5,988,131	6,106,950	6,223,900
Total Salaries	112,746,315	114,832,675	116,968,179
Employee Benefits	27,233,771	28,458,419	29,732,701
Total Salary & Benefits	139,980,086	143,291,094	146,700,880
Services & Supplies	16,354,233	16,694,199	17,145,544
Total Expense	156,334,319	159,985,293	163,846,424
Net Revenue (Expense)	(448,000)	(373,235)	(641,725)
School Surpluses Included	500,000	500,000	500,000
Ab Ed Surplus	300,000	200,000	100,000
Other	-	-	-
Capital Asset Purchases	(554,274)	(456,000)	(536,000)
Transfer from Capital Reserves	202,274		
Surplus (Deficit) for Year	0	(129,235)	(577,725)


Chilliwack School District

Three Year Budget Projection

OPERATING FUND	Annual Projections 2022/23 to 2024/25		
	2022/23	2023/24	2024/25
SERVICE & SUPPLIES BREAKDOWN:			
Services	4,082,519	4,014,312	4,097,441
Student Transportation	25,000	25,500	26,010
Professional Development & Travel	1,044,238	1,065,216	1,086,574
Rentals & Leases	25,000	25,500	26,010
Dues & Fees	343,046	349,907	356,905
Insurance	276,100	296,622	307,554
Supplies	8,066,330	8,273,377	8,439,667
Utilities	2,492,000	2,643,765	2,805,383
Total Services & Supplies	16,354,233	16,694,199	17,145,544

3-Year Budget Projections


Changes 2023/24



	Revenues	Expenses	Capital/ Transfers	Surplus (Deficit)
2022/23 Projection	\$ 155,886,319	\$ (156,334,319)	\$ 448,000	\$ -
<u>Changes (2023/24)</u>				
Enrolment	3,410,545	(2,355,983)	-	1,054,562
New Positions	-	(179,216)	-	(179,216)
Wage Increases	-	(293,169)	-	(293,169)
Benefits	-	(734,400)	-	(734,400)
New Schools/Space	-	95,690	-	95,690
Other Revenue	19,819	-	-	19,819
Other Expenses	-	(329,814)	-	(329,814)
International	295,375	(38,750)	-	256,625
School/Indig. Surplus Chg	-	94,668	(100,000)	(5,332)
One Time Expenses	-	90,000	-	90,000
Capital	-	-	(104,000)	(104,000)
2023/24 Projection	\$ 159,612,058	\$ (159,985,293)	\$ 244,000	\$ (129,235)

3-Year Budget Projections

Changes 2024/25



	Revenues	Expenses	Capital/ Transfers	Surplus (Deficit)
2023/24 Projection	\$ 159,612,058	\$ (159,985,293)	\$ 244,000	\$ (129,235)
<u>Changes (2024/25)</u>				
Enrolment	3,410,545	(2,375,771)	-	1,034,774
New Positions	-	(133,733)	-	(133,733)
Wage Increases	-	(296,608)	-	(296,608)
Benefits	-	(762,574)	-	(762,574)
New Schools/Space	-	5,996	-	5,996
Other Revenue	14,096	-	-	14,096
Other Expenses	-	(393,723)	-	(393,723)
International	168,000	-	-	168,000
School/Indig. Surplus Chg	-	95,282	(100,000)	(4,718)
One Time Expenses	-	-	-	-
Capital	-	-	(80,000)	(80,000)
2024/25 Projection	\$ 163,204,699	\$ (163,846,424)	\$ 64,000	\$ (577,725)

BOARD OF EDUCATION

DECISION REPORT

DATE: June 14, 2022
TO: Board of Education
FROM: Gerry Slykhuis, Secretary Treasurer
RE: **CAPITAL PLAN 2023/2024**

RECOMMENDATION:

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

BACKGROUND:

Annual 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 Capital Plan submission.

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 Capital Plan process.

School districts must submit their Capital Plan and supporting documentation by June 30, 2022.

Capital Plan Summary
Capital Plan Year: 2023/24

District Priority	Project Title	Total
Seismic Mitigation Program (SEM):		
n/a	no submission	\$ -
Site Acquisitions:		
1	Land Purchase for New South Side Elementary	\$ 20,000,000
2	Land Purchase for New Promontory Middle	\$ 40,000,000
3	Land Purchase for New Promontory Elementary	\$ 20,000,000
4	Land Purchase Chilliwack Mountain Area	\$ 20,000,000
5	Land Purchase for New East Side Elementary	\$ 20,000,000
6	Land Purchase for School Expansions	\$ 8,000,000
New Schools:		
1	New East Side Chilliwack Elementary +500	
2	New South Side Elementary +500	TBD
3	New Promontory Middle +650	TBD
4	New Promontory Elementary +500	TBD
Additions:		
1	Sardis Secondary Addition +400 & Gymnasium	
2	AD Rundle Middle School Addition +300	TBD
3	Little Mountain Elementary Addition +290	TBD
4	Vedder Middle School Addition +300	TBD
5	Sardis Elementary Addition +240	TBD
6	Watson Elementary Addition +240	TBD
7	Cultus Lake Elementary Addition +240	TBD
8	Cheam Elementary Addition +240	TBD

Capital Plan Summary
Capital Plan Year: 2023/24

District Priority	Project Title	Total
School Replacement Program (REP):		
n/a	no submission	\$ -
Building Envelope Program (BEP):		
1	East Chilliwack Elementary	\$ 1,900,000
2	Vedder Elementary (Design Phase)	\$ 30,000
3	McCammon Elementary (Design Phase)	\$ 30,000
4	Unsworth Elementary (Design Phase)	\$ 30,000
School Enhancement Program (SEP):		
1	Strathcona Elementary-Roof Replacement	\$ 419,072
2	Chilliwack Middle - Mechanical Upgrade - Phase one	\$ 650,000
3	McCammon Elementary - Roof Replacement	\$ 295,000
4	Tyson Elementary-Exterior Gym Wall Cladding	\$ 150,540
5	Vedder Middle-Roof Replacement	\$ 214,379
Carbon Neutral Capital Program (CNCP):		
1	Strathcona Elementary-Mech. Upgrade-Roof Top Replace (Phase 2)	\$ 643,300
2	Sardis Secondary-Boiler/Hot Water Replacement (Phase 1)	\$ 825,000
3	Vedder Middle-Boiler/Hot Water Replacement	\$ 475,000
4	Chilliwack Middle Mechanical Upgrade (Phase 1)	\$ 650,000
5	Sardis Secondary-Lighting & Lighting Control Upgrade	\$ 754,845
Playground Equipment Program (PEP):		
1	Bernard Elementary	\$ 165,000
2	Cultus Lake Elementary	\$ 165,000
3	Unsworth Elementary	\$ 165,000
Bus Replacement Program (BUS):		
n/a	Bus Replacements x 4	Cost assigned by MoEd
n/a	Buses for New Routes x 2	
Capital Plan Total		\$ 135,562,136

Minutes



REPORT OF THE EDUCATION POLICY ADVISORY COMMITTEE

Meeting Held April 11, 2022 – 6:00 p.m.

Via Zoom

Attendance:	David Swankey	Trustee
	Willow Reichelt	Trustee
	Sharon Bernard	CPVPA
	Niki Wiens	Management Group
	Reid Clark	CTA
	Britt Hailstone	CTA
	Lorie McLaren	CUPE
	Jessica Clarke	DPAC
	Alexis Stollings	Student, SSS

Staff:	Rohan Arul-pragasam	Superintendent
	Lisa Champagne	Executive Assistant

Regrets: Darrell Furgason, Trustee; Noel Sharman, CPVPA; Loren Muth, Indigenous Education AC; Meghan Martel-Reid, DPAC; Ella Chen, Student, CSS; Mattia De Coene, Student, CSS.

1. CALL TO ORDER

Trustee Swankey called the meeting to order at 6:00 p.m.

2. APPROVAL OF AGENDA

Moved by: Jessica Clarke

Seconded by: Niki Wiens

THAT the Agenda be approved as circulated.

NO VOTE

Moved by: Reid Clark

Seconded by: Britt Hailstone

THAT the agenda be amended to add Sanctuary/Amnesty Schools to item 6 of the agenda.

CARRIED

THAT the agenda be adopted as amended.

CARRIED

2.1 POLICY 341 TRUSTEE BURSARY

Moved by: Niki Wiens

Minutes



Seconded by: Jessica Clarke

THAT the committee recommend Policy 341 - Trustee Bursary (Policy 232- Trustee Bursary) be suspended and reviewed by the Board of Education in November 2022.

CARRIED

2.2 POLICY 375 ALTERNATE DELIVERY IN THE PHYSICAL AND HEALTH EDUCATION (K-10) AND PLANNING 10 CURRICULA

Moved by: Reid Clark

Seconded by: Britt Hailstone

THAT the committee recommend abandonment of Policy 375 Alternative Delivery in the Physical Health (K-10) and Planning 10 Curricula (Policy 612 - Alternate Delivery in the Physical and Health Education (K-10) and Planning 10 Curricula).

CARRIED

OLD BUSINESS

3. POLICY 340 SCHOOL FEES AND FINANCIAL HARDSHIP

The committee reviewed this revised policy and suggested punctuation and grammatical changes.

Moved by: Reid Clark

Seconded by: Sharon Bernard

THAT REVISED Policy 340 – School Fees and Financial Hardship be referred to the Board of Education for approval.

CARRIED

4. POLICY 390 RESOLVING CONCERNS

Moved by: Britt Hailstone

Seconded by: Reid Clark

THAT Policy 390 – Resolving Conflict be amended to the following:

The Board of Education believes that open, direct communication between students, parents, and school personnel serves the best interest of everyone in resolving a problem. The Board of Education in the importance of employees, students, and parents/guardians/caregivers working together to create a positive and inclusive school culture that inspires success for every student. The Board of Education supports the practice that concerns about personnel, programs or procedures are dealt with in a manner that reflects mutual respect and the principles of administrative fairness, and that concerns should be dealt with at the point closest to where the concern first arises.

Minutes



Parents/guardians/caregivers, students and staff will discuss concerns in a constructive manner with the goal to resolving matters in a mutually satisfactory manner. Procedures for dealing with such situations should ensure that:

- Concerns are handled as near the source as possible.
- Concerns are resolved expeditiously.
- Concerns are dealt with in a courteous, confident, and constructive manner.
- No anonymous concerns shall be considered.

Unresolved concerns where the decision significantly affects the education, health and safety of the student may be appealed to the District's Superintendent or designate. The Superintendent or designate recognizes that employee decisions that do not significantly affect the education, health or safety of a student are within their final authority as the Board of Education's chief executive officer.

6:30pm Alexis Stollings joined meeting

OPPOSED

It was recommended that staff review Policy 390 Resolving Concerns considering all feedback from the committee and make adjustments prior to its return to the next Education Policy Advisory Committee meeting.

CARRIED

NEW BUSINESS

5. POLICY 374 SPECIALTY ACADEMIES

The committee reviewed this policy and discussed abandonment due to B.C. Reg 219/08 and BC School Sports Governance.

Moved by: Britt Hailstone

Seconded by: Niki Wiens

THAT Policy 374 Specialty Academies be referred to the Board of Education for abandonment.

CARRIED

6. SANCTUARY/AMNESTY SCHOOLS

Moved by: Reid Clark

Seconded by: Britt Hailstone

THAT the Committee recommend to the Board of Education to develop a policy regarding Sanctuary/Amnesty Schools for students with no fixed address. After reference to Policy 150, Section 1.2, the procedural process for this request was confirmed.

NO VOTE

Minutes



Chilliwack
School District

ADJOURNMENT 7:28 p.m.

DRAFT

Minutes



REPORT OF THE EDUCATION POLICY ADVISORY COMMITTEE

Meeting Held May 9, 2022 – 6:00 p.m.

Via Zoom

Attendance:	Willow Reichelt Darrell Furgason Sharon Bernard Noel Sharman Niki Wiens Reid Clark Britt Hailstone Lorie McLaren Jessica Clarke Alexis Stollings Ella Chen Mattia De Coene Wendy Omeasoo	Trustee Trustee CPVPA CPVPA Management Group CTA CTA CUPE DPAC Student, SSS Student, CSS Student, CSS CUPE
Staff:	Rohan Arul-pragasam David Manuel Lisa Champagne	Superintendent Director of Instruction Executive Assistant

Regrets: David Swankey, Trustee; Loren Muth, Indigenous Education AC; Meghan Martel Reid. DPAC

1. CALL TO ORDER

Trustee Swankey called the meeting to order at 6:01 p.m.

2. APPROVAL OF AGENDA

Moved by: Jessica Clarke

Seconded by: Trustee Furgason

THAT the Agenda be approved as circulated.

CARRIED

OLD BUSINESS

3. POLICY 390 RESOLVING CONCERNS

The committee reviewed this revised policy and suggested changes.

Moved by: Jessica Clarke

Seconded by: Nikki Wiens

Minutes



THAT REVISED Policy 390 – Resolving Concerns be referred to the Board of Education for approval.

CARRIED

4. POLICY 361 SUPPORT FOR SERVICES BY COMMUNITY AGENCIES AND CERTIFIED PROFESSIONALS

The committee reviewed this revised policy.

Moved by: Alexis Stollings

Seconded by: Jessica Clarke

THAT REVISED Policy 361 – Support for Services by Community Agencies and Certified Professionals be referred to the Board of Education for approval.

CARRIED

NEW BUSINESS

5. POLICY 382 LIBRARY LEARNING COMMONS

The committee reviewed this revised policy and suggested changes.

It was recommended that staff review Policy 382 – Library Learning Commons considering all feedback from the committee and make adjustments prior to its return to the next Education Policy Advisory Committee meeting.

CARRIED

6. POLICY 383 TECHNOLOGY USE

The committee reviewed this revised policy and suggested changes.

Moved by: Nikki Wiens

Seconded by: Britt Hailstone

THAT REVISED Policy 383 – Technology Use be referred to the Board of Education for approval.

CARRIED

ADJOURNMENT 7:16 p.m.

BOARD OF EDUCATION

DECISION REPORT

DATE: June 14, 2022
TO: Board of Education
FROM: Rohan Arul-pragasam, Superintendent
RE: **POLICY 341: TRUSTEE BURSARY**

RECOMMENDATION:

THAT the Board of Education suspend Policy 341 Trustee Bursary - ([232 Trustee Bursary](#)). This policy was presented to the Education Policy Advisory Committee for consideration at its April 11, 2022, meeting.

BACKGROUND:

These policy revisions continue the work that was commenced last year to enhance district policy in order to provide greater clarity, identify policies that are no longer current and/or assess board and administrative regulations that are primarily operational in nature.

Now that the governance section is complete, work will continue on subsequent policy sections. In accordance with current [Policy 161](#), the Board will have the benefit of the Education Policy Advisory Committee (EPAC) to advise the Board on matters related to education policies under Policies 500 – Students, 600 – Instructional-Education Programs, and 900 – Community Relations (Policy 200 and 300 sections under the new policy structure).

The new policy structure is:

Bylaws
100 – Governance
200 – Partner & Community Relations
300 – Students, Instruction & Programs
400 – Health & Safety
500 – Human Resources
600 – Business & Support Services

POLICY 341 TRUSTEE BURSARY

In support of the district's aim to provide opportunities beyond graduation, trustees may contribute to an annual student bursary for one graduating student from each of the ~~three district's~~ secondary ~~high~~ schools.

~~A~~The process for selection will be reviewed annually by the Trustee Bursary Committee.

Guidelines

1. Criteria: The Trustee Bursary will be ~~offered~~ awarded ~~to one graduating student from each of the three high schools (Chilliwack Secondary, Sardis Secondary and GW Graham Middle Secondary Schools)~~ to assist in the pursuit of ~~post secondary~~ post-secondary education/training studies at the University of the Fraser Valley.

2. Students will apply in writing by March 4th ~~of each year indicating:~~ Applications will include:

- Current academic standing
- Future educational goals
- Summary of community, extra curricular & volunteer service
- ~~A short story about personal determination and work ethic~~
- ~~_____~~

- ~~Statement of financial need~~ |
[LMC1] ~~Applications should be forwarded to Trustee Bursary Committee c/o School~~
- ~~District Administration Office, 8430 Cessna Drive, Chilliwack BC V2P 7K4.~~

3. Selection: A committee of two trustees, assigned annually by the Board Chair, and assisted by school-based educational staff, will review applications and select successful students.

4. Presentations will be made by trustees at the school's awards ceremonies.

5. Payment: Funds ~~will be held at the School District Office and~~ will be paid to the successful students upon proof of registration ~~in a post-secondary institution or apprenticeship program.~~ Students will have two years following graduation to collect the funds. Unclaimed awards will be returned to the Trustee Bursary for distribution the following year.

BOARD OF EDUCATION School District #33 (Chilliwack)

232 POLICY Trustee Bursary

In support of the district's aim to provide opportunities beyond graduation, trustees may contribute to an annual student bursary for one graduating student from each of the three high schools. A process for selection will be reviewed annually by the Trustee Bursary Committee.

Criteria: The Trustee Bursary will be offered to one graduating student from each of the three high schools (Chilliwack Secondary, Sardis Secondary and GW Graham Middle-Secondary Schools) to assist in the pursuit of post secondary education/training at the University of the Fraser Valley.

Students will apply in writing by March 4th of each year indicating:

- Current academic standing
- Future educational goals
- Summary of community, extra curricular & volunteer service
- A short story about personal determination and work ethic
- Statement of financial need

Applications should be forwarded to Trustee Bursary Committee c/o School District Administration Office, 8430 Cessna Drive, Chilliwack BC V2P 7K4.

Selection: A committee of two trustees, assigned annually by the Board Chair, and assisted by school-based educational staff, will review applications and select successful students. Presentations will be made by trustees at the school's awards ceremonies.

Payment: Funds will be held at the School District Office and will be paid to the successful students upon proof of registration in a post-secondary institution or apprenticeship program. Students will have two years following graduation to collect the funds. Unclaimed awards will be returned to the Trustee Bursary for distribution the following year.

Cross Refs:

Adopted: May 13, 2008, November 23, 2010
Reviewed:
Revised:

BOARD OF EDUCATION

DECISION REPORT

DATE: June 14, 2022

TO: Board of Education

FROM: Rohan Arul-pragasam, Superintendent

RE: **POLICY 340: SCHOOL FEES AND FINANCIAL HARDSHIP**

RECOMMENDATION:

THAT the Board of Education reaffirm Policy 340 School Fees and Financial Hardship - ([523 School Fees](#)) as presented. This policy was presented to the Education Policy Advisory Committee in its draft form at its April 11, 2022 meeting.

BACKGROUND:

These policy revisions continue the work that was commenced last year to enhance district policy in order to provide greater clarity, identify policies that are no longer current and/or assess board and administrative regulations that are primarily operational in nature.

Now that the governance section is complete, work will continue on subsequent policy sections. In accordance with current [Policy 161](#), the Board will have the benefit of the Education Policy Advisory Committee (EPAC) to advise the Board on matters related to education policies under Policies 500 – Students, 600 – Instructional-Education Programs and 900 – Community Relations (Policy 200 and 300 sections under the new policy structure).

The new policy structure is:

Bylaws

100 – Governance

200 – Partner & Community Relations

300 – Students, Instruction & Programs

400 – Health & Safety

500 – Human Resources

600 – Business & Support Services

POLICY 340 SCHOOL FEES AND FINANCIAL HARDSHIP

The Board believes that providing a wide range of educational opportunities and experiences enhance students' learning and will provide, free of charge, educational resource materials necessary to participate in an educational program sufficient to meet the general requirements for graduation,

The Board of Education may charge fees for goods and services in accordance with Ministerial Orders and the School Act. The Board of Education may also require refundable or partly refundable deposits for educational resource materials in accordance with Section 82 of the School Act.

The Board authorizes fees for optional programs and extra-curricular activities, or other goods and services provided by the district to enrich curricula and school life for students. In these circumstances students and parents must be informed of the process whereby fees may be waived.

The Board of Education will ensure that a schedule of fees and deposits required is published prior to the beginning of the school year and is available to students and parents/guardians/caregivers.

To ensure that fees and deposits do not become a barrier to student participation in educational programs, the Superintendent shall establish procedures for schools to address financial hardship which will allow participation in activities by students who would otherwise be excluded.

POLICY 340 SCHOOL FEES AND FINANCIAL HARDSHIP

The Board believes that providing a wide range of educational opportunities and experiences enhance students' learning and will provide, free of charge, educational resource materials necessary to participate in an educational program sufficient to meet the general requirements for graduation.

The Board of Education may charge fees for goods and services in accordance with Ministerial Orders and the School Act. The Board of Education may also require refundable or partly refundable deposits for educational resource materials in accordance with Section 82 of the School Act.

~~Students shall not be charged for any instruction, activity, program and/or resource materials deemed necessary to participate in that program, subject to exceptions authorized by the School Act and the School Board Fees Ministerial Order.~~

~~Students shall not be charged fees for goods and services for which the student cannot meet the learning outcomes or assessment requirements of an educational program provided by the Board, subject to exceptions authorized by the School Act and the School Board Fees Ministerial Order.~~

The Board authorizes fees for optional curricular programs and extra-curricular activities, or other goods and services provided by the district to enrich curricula and school life for students. In these circumstances students and parents must be informed of the process whereby fees may be waived.

The Board of Education will ensure that a schedule of fees and deposits required is published prior to the beginning of the school year and is available to students and parents/guardians/caregivers.

To ensure that fees and deposits do not become a barrier to student participation in educational programs, the Superintendent shall establish procedures for schools to address financial hardship which will allow participation in activities by students who would otherwise be excluded.

⋮

BOARD OF EDUCATION

DECISION REPORT

DATE: June 14, 2022

TO: Board of Education

FROM: Rohan Arul-pragasam, Superintendent

RE: **POLICY 361 SUPPORT FOR SERVICES BY OUTSIDE AGENCIES AND CERTIFIED PROFESSIONALS**

RECOMMENDATION:

THAT the Board of Education reaffirm Policy 361 Support for Services by Outside Agencies and Certified Professionals - ([525 Support for Student Education Programs by Outside Agencies and Certified Professionals](#)) as presented. This policy was presented to the Education Policy Advisory Committee in its draft form at its May 9, 2022 meeting.

BACKGROUND:

These policy revisions continue the work that was commenced last year to enhance district policy in order to provide greater clarity, identify policies that are no longer current and/or assess board and administrative regulations that are primarily operational in nature.

Now that the governance section is complete, work will continue on subsequent policy sections. In accordance with current [Policy 161](#), the Board will have the benefit of the Education Policy Advisory Committee (EPAC) to advise the Board on matters related to education policies under Policies 500 – Students, 600 – Instructional-Education Programs and 900 – Community Relations (Policy 200 and 300 sections under the new policy structure).

The new policy structure is:

Bylaws
100 – Governance
200 – Partner & Community Relations
300 – Students, Instruction & Programs
400 – Health & Safety
500 – Human Resources
600 – Business & Support Services

POLICY 361 SUPPORT FOR SERVICES BY COMMUNITY AGENCIES AND CERTIFIED PROFESSIONALS

The Board welcomes and values the input of community agencies and certified professionals to provide support, guidance and assistance to classroom teachers and the school-based team in support of their work with students and parents/guardians in developing learning and support plans.

The Board recognizes that a coordinated approach to effective educational programming for students requires collaborative partnerships with other ministries and community professionals. The scope of consultation may include, but not be limited to, the provision of services by public health nurses, physical and occupational therapists, and other appropriate certified professionals subject to provincial legislation, inter-ministerial protocols, policy and contracts.

**POLICY 361 SUPPORT FOR ~~STUDENT EDUCATION~~ SERVICES PROGRAMS BY
OUTSIDE COMMUNITY AGENCIES AND CERTIFIED PROFESSIONALS**

~~The Board values and welcomes and values the input of community agencies and certified professionals to provide support, guidance and assistance to classroom teachers and the school-based team in support of their work with students and parents/guardians in developing learning and support plans.~~
outside certified professionals to provide support, advice and assistance to the classroom teacher and the school based team who work with the parents/guardians to develop the student Individual Education Plan (IEP).

~~The Board supports the Inter-Ministerial protocols between government Ministries for the collaborative provision of services for students by public health nurses, physical and occupational therapists, and other appropriate certified professionals.~~

The Board recognizes that a coordinated approach to effective educational programming for students requires collaborative partnerships with other ministries and community professionals. The scope of consultation may include, but not be limited to, the provision of services by public health nurses, physical and occupational therapists, and other appropriate certified professionals subject to provincial legislation, inter-ministerial protocols, policy and contracts.
~~The provision of services for students by public health nurses, physical and occupational therapists, and other appropriate certified professionals is subject to Inter-Ministerial protocols between government Ministries.~~

~~As well, in addition, the Board values and welcomes the input of outside certified professionals to provide support, advice and assistance to the classroom teacher and the school based team who work with the parents/guardians to develop the student Individual Education Plan (IEP).~~

~~Normally, outside private professionals do not provide direct service to students within the school.~~

BOARD OF EDUCATION

DECISION REPORT

DATE: June 14, 2022
TO: Board of Education
FROM: Rohan Arul-pragasam, Superintendent
RE: **POLICY 383 – TECHNOLOGY USE**

RECOMMENDATION:

THAT the Board of Education reaffirm Policy 383 Technology Use - ([605 Technology Use](#)) as presented. This policy was presented to the Education Policy Advisory Committee in its draft form at its May 9, 2022 meeting.

BACKGROUND:

These policy revisions continue the work that was commenced last year to enhance district policy in order to provide greater clarity, identify policies that are no longer current and/or assess board and administrative regulations that are primarily operational in nature.

Now that the governance section is complete, work will continue on subsequent policy sections. In accordance with current [Policy 161](#), the Board will have the benefit of the Education Policy Advisory Committee (EPAC) to advise the Board on matters related to education policies under Policies 500 – Students, 600 – Instructional-Education Programs and 900 – Community Relations (Policy 200 and 300 sections under the new policy structure).

The new policy structure is:

Bylaws
100 – Governance
200 – Partner & Community Relations
300 – Students, Instruction & Programs
400 – Health & Safety
500 – Human Resources
600 – Business & Support Services

POLICY 383 TECHNOLOGY USE

Student, staff and community learning is supported by access to online learning resources and communication tools through the use of technology. The Board is committed to providing reliable technology for all schools to enhance student learning and provide opportunities for innovation and staff development.

All users of district technology must adhere to privacy and copyright legislation and all district guidelines regarding use of technology and social media.

DRAFT

POLICY 383 TECHNOLOGY USE

~~The Board of Education believes that s~~Student, staff and community learning ~~is are~~ supported by access to online learning resources and communication tools through the use of ~~district and personal~~ technology. ~~The Board~~It is committed to providing ~~a~~ reliable ~~technology infrastructure that supports communication and learning.~~

~~The Board supports a technology plan that provides a standard of technology for all schools and provides opportunities for innovation and staff development in the use of technology to enhance student learning.~~ for all schools to enhance student learning and provide opportunities for innovation and staff development.

~~The Board of Education expects a~~All users of district technology ~~must~~to adhere to ~~the Freedom of Information and Protection of Privacy Act (FOIPPA)~~ privacy and copyright legislation and as well as the all district guidelines regarding use of technology and social media.

BOARD OF EDUCATION

DECISION REPORT

DATE: June 14, 2022
TO: Board of Education
FROM: Rohan Arul-pragasam, Superintendent
RE: **POLICY 390: RESOLVING CONCERNS**

RECOMMENDATION:

THAT the Board of Education reaffirm Policy 390 Resolving Concerns - ([519 Dispute Resolution](#)) as presented. This policy was presented to the Education Policy Advisory Committee in its draft form at its May 9, 2022 meeting.

BACKGROUND:

These policy revisions continue the work that was commenced last year to enhance district policy in order to provide greater clarity, identify policies that are no longer current and/or assess board and administrative regulations that are primarily operational in nature.

Now that the governance section is complete, work will continue on subsequent policy sections. In accordance with current [Policy 161](#), the Board will have the benefit of the Education Policy Advisory Committee (EPAC) to advise the Board on matters related to education policies under Policies 500 – Students, 600 – Instructional-Education Programs and 900 – Community Relations (Policy 200 and 300 sections under the new policy structure).

The new policy structure is:

Bylaws

- 100 – Governance
- 200 – Partner & Community Relations
- 300 – Students, Instruction & Programs
- 400 – Health & Safety
- 500 – Human Resources
- 600 – Business & Support Services

POLICY 390 RESOLVING CONCERNS

The Board of Education believes that open, direct communication between students, parents, and school personnel serves the best interest of everyone in resolving a concern. The Board supports the practice that concerns about personnel, programs or procedures are dealt with at the point closest to where the concern first arises in a courteous, confidential, and mutually satisfactory manner.

When a parent/guardian/caregiver has a concern about the action or decision of any employee, an educational program, a procedure or a learning resource, their concern should be first channeled through the employee and then the principal of the school. If resolution is not reached at the school level, a concern may be forwarded to the appropriate Assistant Superintendent before being referred to the Superintendent for consideration.

The Board of Education recognizes that employee decisions that do not significantly affect the education, health or safety of a student are within the final authority of the Superintendent as the Board of Education's chief executive officer. Unresolved concerns where the decision significantly affects the education, health or safety of the student may be appealed to the Board of Education ([Bylaw 4: Appeal Procedure](#)).

POLICY 390 RESOLVING CONCERNS

The Board of Education believes that open, direct communication between students, parents, and school personnel serves the best interest of everyone in resolving a problem concern. The Board ~~of Education~~ supports the practice that concerns about personnel, programs or procedures are dealt with ~~with in a manner that reflects mutual respect and the principles of administrative fairness, and that concerns should be dealt with~~ at the point closest to where the concern first arises in a courteous, confidential, and mutually satisfactory manner. !

~~When a parent/guardian/caregiver has a concern about the action or decision of any employee, educational program, procedures or learning resource, their concern should be first channeled through the employee and then the principal of the school. If resolution is not reached at the school level, a concern may be forwarded to the appropriate Assistant Superintendent before being referred to the Superintendent for consideration.~~

~~Parents/guardians/caregivers, students and staff will discuss concerns in a constructive manner with the goal to resolving matters in a mutually satisfactory manner. Procedures for dealing with such situations should ensure that concerns are handled Concerns should be handled as near the source as possible; resolved expeditiously; and dealt with a courteous and confident, and constructive manner.~~

~~When a parent/guardian/caregiver has a concern about the action or decision of any employee, an educational program, a procedures or a learning resource, their concern should be first channeled through the employee and then the principal of the school. If resolution is not reached at the school level, a concern may be forwarded to the appropriate Assistant Superintendent before being referred to the Superintendent for consideration.~~

~~The Board of Education recognizes that employee decisions that do not significantly affect the education, health or safety of a student are within the final authority of the Superintendent as the Board of Education's chief executive officer. Unresolved concerns where the decision significantly affects the education, health orand safety of the student may be appealed to the Board of Education (-Bylaw 4: Appeal Procedure). The Board of Education recognizes that employee decisions that do not significantly affect the education, health or safety of a student are within the final authority of the Superintendent as the Board of Education's chief executive officer.~~

BOARD OF EDUCATION

DECISION REPORT

DATE: June 14, 2022

TO: Board of Education

FROM: Rohan Arul-pragasam, Superintendent
Gerry Slykhuis, Secretary Treasurer

RE: **POLICY 660: CONSOLIDATION OR CLOSURE OF SCHOOLS**

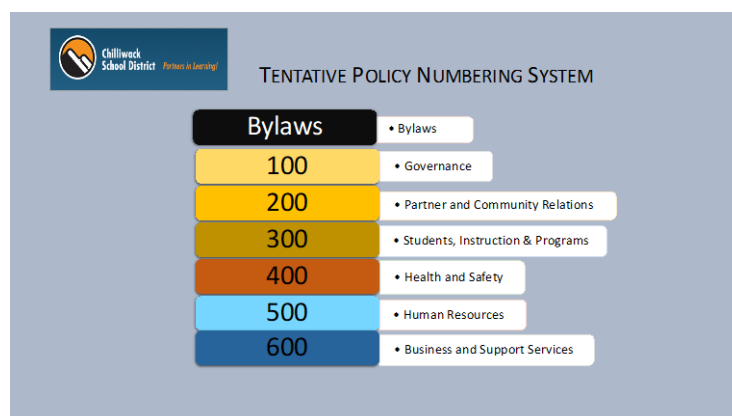
RECOMMENDATION:

THAT the Board of Education reaffirm Policy 660 – Consolidation or Closure of Schools ([Policy 806 – Opening and Closing of Schools](#)) as presented.

This draft policy was reviewed at the April 26th and May 24th Board Learning Sessions.

BACKGROUND:

A further review of remaining policies outside the purview of the Education Policy Advisory Committee has begun, with the objective of compiling all policies that relate to business and support services within one section of our revised policy manual. This section, 600, was included in our initial discussions.



The policies to be included within this section are currently published in section 200, 700 and 800, and naming of this section as 600 Business and Support Services is recommended.

POLICY 660 CONSOLIDATION OR CLOSURE OF SCHOOLS

The Board recognizes that declining or shifting student populations may necessitate the consolidation and/or closure of schools

Guidelines

1. The closing or consolidation of a school has a significant impact on the community; therefore, the Board will follow a process that provides adequate time and opportunity to consult with those that may be affected prior to any decision being made.
2. The key reasons for closing or consolidating a school are:
 - 2.1. a declining enrolment
 - 2.2. restructuring of educational programs, or
 - 2.3. replacement by new construction
3. The Board will be informed through the Long-Range Facilities Plan as to changing demographics and district facility needs.
4. Should the Board adopt a recommendation for “Consideration for Consolidation / Closure” of a particular school, the Board shall advise the school staff, parents/guardians of students in the school and the general public that closure is being considered. The Board will also announce the timeline of events including the public forum, various decision points and the process for input from all relevant parties.
5. The Board shall allow a period for public consultation to take place between the time that the “Consideration for Consolidation / Closure” announcement is made and the final decision. This period of time shall not be less than 60 days. A longer time frame for public consultation may be determined.
6. The “Consideration for Consolidation / Closure” motion shall be raised, discussed and decided upon at a public meeting of the Board.
7. The Board shall take the following steps to ensure that open, meaningful public consultation will take place:
 - 7.1. Board announces at a public meeting the school being considered for consolidation or closure.
 - 7.2. Make available, in writing, pertinent facts and information considered by the Board with respect to school consolidation or closure, including but not limited to:
 - 7.2.1. the specific school that is being considered for consolidation or closure

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- 7.2.2. how the proposed consolidation or closure would effect the catchment areas of effected schools
- 7.2.3. the general effect on surrounding schools
- 7.2.4. the number of students who would be affected
- 7.2.5. the effect of the proposed consolidation or closure on district provided student transportation
- 7.2.6. educational program/course implications for the affected students
- 7.2.7. the proposed effective date for the consolidation or closure
- 7.2.8. financial considerations
- 7.2.9. impact on the Board's capital plan
- 7.2.10. enrolment projections
- 7.2.11. future enrolment growth including persons less than school age and adult
- 7.3. Provide an opportunity and directions for affected persons to submit written responses regarding the proposed school consolidation or closure. It should be noted that submissions may become public.
- 7.4. Hold at least one public forum to discuss the proposed consolidation or closure, summarize written submissions and listen to community concerns and proposed options.
- 7.5. The time and location of the public forum shall be broadly advertised giving at least 7 days notice to ensure adequate notification to affected persons or groups in the community. Written notification will be provided to students and parents of students currently attending the school, to stakeholder/partner groups, to local government, to First Nations, and to other schools affected by the proposed closure including current and potential tenants and user groups. Also, a clearly visible notice will be included in the local newspaper and posted on the district's website. The Board should present the following at the beginning of the public forum:
 - 7.5.1. implications of the proposed consolidation or closure
 - 7.5.2. implementation plans, including the timing
 - 7.5.3. options that the Board considered as alternatives
 - 7.5.4. possible future community growth in the area of the school
 - 7.5.5. contents of written submission presented to the Board by members of the community
 - 7.5.6. any new information received since the initial announcement
 - 7.5.7. alternative potential uses of the building
 - 7.5.8. parental and community support
 - 7.5.9. written or oral input received
 - 7.5.10. consultation with staff
- 7.6. Summary will be kept of the public forum to record concerns or options raised.

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- 7.7. Following the public forum, the Board will give fair consideration to all public input prior to making its final decision. Fair consideration includes the possibility that the Board's proposal could be changed.
- 7.8. The consolidation or closure of a school should not normally take effect until the end of the school year following the final decision. The decision should be made as soon as possible during the preceding school year. This will give parents, students and school staff time to make alternative arrangements.
8. The final decision on a school consolidation or closure will be made by bylaw.

POLICY 660 ~~OPENING AND CONSOLIDATION OR~~ CLOSURE OF SCHOOLS

Preamble:

The Board recognizes that ~~from time to time growth may necessitate the opening of new or existing schools and~~ declining or shifting student populations may necessitate the consolidation and/or closure of schools ~~from time to time.~~

~~In each circumstance, It is the declared intent of the Board to make its policies and regulations on the reasons for a school opening and/or closure will be clarified clear to all concerned, to provide adequate ample lead time before opening or closing any schools provided, and to support a process that provides an opportunity for those who will be affected to be involved before the changes are made.~~

~~The School Act and the Ministerial Orders place the responsibility for school openings and closures on the local school board. In particular, for permanent closures, those being of greater than 12 months duration, require the Board to will allow for meaningful input and fair consideration of any concerns or options raised by the community before a final decision is made.~~

Policy:

Guidelines

1. The closing or consolidation of a school has a significant impact on the community; therefore, the Board will follow a process that provides adequate time and opportunity to consult with those that may be affected prior to any decision being made.
2. The key reasons for closing or consolidating a school are:
 - 2.1. a declining enrolment
 - 2.2. restructuring of educational programs, or
 - 2.3. replacement by new construction
3. The Board will be informed through the ~~Five-Year Capital Planning Long-Range Facilities Plan~~ process as to changing demographics and district facility needs.
4. Should the Board adopt a recommendation for "Consideration for Consolidation / Closure" of a particular school, the Board shall advise the school staff, parents/guardians of students in the school and the general public that closure is being considered. The Board will also announce the timeline of events including the public forum, various decision points and the process for input from all relevant parties.

THE BOARD OF EDUCATION OF SCHOOL DISTRICT NO. 33 (CHILLIWACK) Policy Manual

5. The Board shall allow a period for public consultation to take place between the time that the “Consideration for Consolidation / Closure” announcement is made and the final decision. This period of time shall not be less than 60 days. A longer time frame for public consultation may be ~~desirable~~determined.
6. The “Consideration for Consolidation / Closure” motion shall be raised, discussed and decided upon at a public meeting of the Board~~_-~~.
7. The Board shall take the following steps to ensure that open, meaningful public consultation will take place:
 - 7.1. Board announces at a public meeting the school being considered for consolidation or closure.
 - 7.2. Make available, in writing, pertinent facts and information considered by the Board with respect to school consolidation or closure, including but not limited to:
 - 7.2.1. the specific school that is being considered for consolidation or closure
 - 7.2.2. how the proposed consolidation or closure would effect the catchment areas of affected schools
 - 7.2.3. the general effect on surrounding schools
 - 7.2.4. the number of students who would be affected ~~at both the closed school and surrounding schools~~
 - 7.2.5. the effect of the proposed consolidation or closure on district provided student transportation
 - 7.2.6. educational program/course implications for the affected students
 - 7.2.7. the proposed effective date for the consolidation or closure
 - 7.2.8. financial considerations
 - 7.2.9. impact on the Board’s capital plan
 - 7.2.10. enrolment projections
 - 7.2.11. future enrolment growth including persons less than school age and adult
 - ~~1-7.3.~~ Provide an opportunity and directions for affected persons to submit written responses regarding the proposed school consolidation or closure. It should be noted that submissions may become public.
 - ~~2-7.4.~~ Hold at least one public forum to discuss the proposed consolidation or closure, summarize written submissions and listen to community concerns and proposed options.
 - ~~3.~~ The time and location of the public forum shall be broadly advertised giving at least 7 days notice to ensure adequate notification to affected persons or groups in the community. Written notification will be provided to students and parents of students currently attending the school, to stakeholder/partner groups, to local government, to First Nations, and to other schools affected by the proposed closure including current

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and potential tenants and user groups. Also, a clearly visible notice will be included in the local newspaper and posted on the district's website.

~~7.5.6.~~ The Board should present the following at the beginning of the public forum:

- ~~7.5.1. a)~~ implications of the proposed consolidation or closure
- ~~7.5.2. b)~~ implementation plans, including the timing ~~of the proposed closure~~
- ~~7.5.3. c)~~ options that the Board considered as alternatives ~~to the proposed closure~~
- ~~7.5.4. d)~~ possible future community growth in the area of the school
- ~~7.5.5. e)~~ contents of written submission presented to the Board by members of the community
- ~~7.5.6. f)~~ any new information received since the initial announcement
- ~~g)~~ ~~options the Board has considered as alternatives to the proposed closure~~
- ~~7.5.7. h)~~ alternative potential uses of the building ~~or demolition~~
- ~~7.5.8. i)~~ parental and community support
- ~~7.5.9. j)~~ written or oral input received
- ~~7.5.10. k)~~ consultation with staff

~~7.6. 7.-s~~ Summary will be kept of the public forum to record concerns or options raised ~~regarding the proposed closure.~~

~~7.7.~~ Following the public forum, the Board will give fair consideration to all public input prior to making its final decision ~~with respect to the school closure~~. Fair consideration includes the possibility that the Board's proposal ~~to close a school~~ could be changed.

~~4.7.8.~~ The consolidation or closure of a school should not normally take effect until the end of the school year following the final decision. The decision should be made as soon as possible during the preceding school year. This will give parents, students and school staff time to make alternative arrangements.

— The final decision on a school consolidation or closure will be made by bylaw ~~giving first, second, third and final reading of a bylaw at a public Board meeting. The Board may not give a bylaw more than 2 readings at any one meeting unless the Board unanimously agrees to give all 3 readings as per Robert's Rules of Order.~~

~~8.~~

BOARD OF EDUCATION

DECISION REPORT

DATE: June 14, 2022

TO: Board of Education

FROM: Rohan Arul-pragasam, Superintendent
Gerry Slykhuis, Secretary Treasurer

RE: **POLICY 681: 15-PASSENGER VANS**

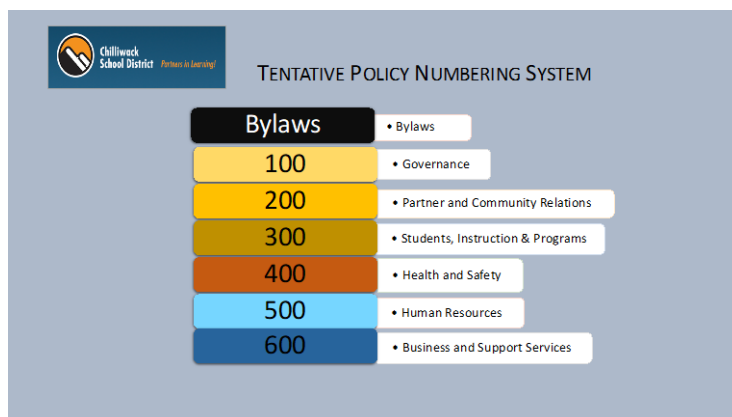
RECOMMENDATION:

THAT the Board of Education reaffirm Policy 681 – 15-Passenger Vans ([Policy 711 – Rental Vehicles](#)) as presented.

This draft policy was reviewed at the April 26th and May 24th Board Learning Sessions.

BACKGROUND:

A further review of remaining policies outside the purview of the Education Policy Advisory Committee has begun, with the objective of compiling all policies that relate to business and support services within one section of our revised policy manual. This section, 600, was included in our initial discussions.



The policies to be included within this section are currently published in section 200, 700 and 800, and naming of this section as 600 Business and Support Services is recommended.

POLICY 681 15-PASSENGER VANS

Due to the high risk of rollover crashes in 15-Passenger Vans, the use of these vehicles is strictly prohibited.

POLICY 681 ~~711~~ 15-PASSENGER VANS RENTAL VEHICLES

~~The Board recognizes that renting a vehicle may be the most economical and expedient means for School District employees to conduct District business.~~

~~When authorized, School District employees may rent a vehicle while on District business or for the purpose of transporting students or staff while attending a School District authorized activity.~~

~~Adequate insurance must be obtained to protect the District from exorbitant costs due to accident or injury.~~

Due to the high risk of rollover crashes in 15-Passenger Vans, the use of these vehicles is strictly prohibited.

BOARD OF EDUCATION

DECISION REPORT

DATE: June 14, 2022

TO: Board of Education

FROM: Jared Mumford, Board Chair

RE: **CHILD YOUTH HEALTH CENTRE (CYHC) RENT RELIEF**

RECOMMENDATION:

THAT the Board of Education provide rent relief to the Child Youth Health Centre (CYHC) by suspending its rental charges for a maximum of one-year, effective September 2022, while they work through funding constraints.

The District will charge its regular rental fee to CYHC on or before the completion of the school year, aligned with its practice of providing low rent to all of its partners who continue to provide supports and services to students.

BOARD OF EDUCATION

INFORMATION REPORT

DATE: June 14, 2022
TO: Board of Education
FROM: Heather Maahs, Audit Working Committee Chair
RE: **AUDIT WORKING COMMITTEE REPORT**

The Board of Education will receive the Audit Working Committee Report of May 18, 2022.

Minutes

Audit Working Committee Meeting
May 18, 2022



Chilliwack
School District

AUDIT WORKING COMMITTEE MEETING

Meeting Held Tuesday, May 18, 2022 – 2:30 p.m.
Remotely – via Zoom

Attendance:	Heather Maahs Darrell Furgason Carin Bondar Michael Olson	Chair Trustee Trustee Community Member
Staff:	Rohan Arul-pragasam Gerry Slykhuis Mark Friesen Talana McInally	Superintendent Secretary Treasurer Assistant Secretary Treasurer Executive Assistant (Recorder)
Also in Attendance:	Tim Holloway Arianna Castonguay Gordon Bridge	KPMG KPMG Manager of Technology
Regrets	Joel Chiasson	Community Member

1. **CALL TO ORDER – WELCOME & INDIGENOUS LAND ACKNOWLEDGEMENT**

Meeting was called to order at 2:35 p.m.

2. **APPROVAL OF AGENDA**

Mover: Carin Bondar

Second: Michael Olson

THAT the agenda be approved as circulated.

CARRIED

3. **APPROVAL OF MINUTES**

Mover: Darrell Furgason

Second: Michael Olson

THAT the minutes of the September 8, 2021 meeting be approved as circulated.

CARRIED

Minutes

Audit Working Committee Meeting
May 18, 2022



Chilliwack
School District

4. **AUDIT PLANNING - KPMG**

Tim Holloway and Arianna Castonguay, KPMG, reviewed the audit planning report outlining the planned scope and timing for the audit of the financial statements of SD33 (Chilliwack) for the year ending June 30, 2022.

Key deliverables and milestones were identified. The Audit Findings Report will be presented to the Audit Working Committee and then to the Board in September.

KPMG Staff exited the meeting at 2:59 p.m.

5. **RISK MANAGEMENT REPORT – TECHNOLOGY**

Gordon Bridge, Manager of Technology, provided an update on implementing recommendations from the report prepared by KPMG in 2020 on the District's Business Continuity Plan (BCP) and Disaster Recovery Plan (DRP).

6. **FINANCIAL STATEMENT DISCUSSION & ANALYSIS**

The Assistant Secretary Treasurer shared that the district will continue to provide an FSDA as a supplementary document to its Annual Financial Statements.

7. **ADJOURNMENT**

The meeting was adjourned at 3:31 p.m.

TRUSTEE REPORT

Trustee: Bondar

Report Date: June 9, 2022

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.

May 3 – CYC committee meeting
May 3 – Board learning Session
May 3 – District Jazz Band concert
May 6 – Preparation for BCPSEA report
May 10 – in-camera meeting
May 10 – regular board meeting
May 18 – Audit working committee
May 24 – Board learning session
Jun 1 – Pride Launch at CMS
Jun 1 – Dinner with partner groups
Jun 2 – LME Field Trip to Cheam Wetlands
Jun 4 – LME summer Carnival
Jun 4 – CMS Board Games day

UPCOMING EVENTS OF INTEREST TO THE BOARD

June 11 – CSS Grad
June 16 – Indigenous Graduation
June 20 – Imagine High Learning Exhibition

TRUSTEE REPORT

Trustee: Jared Mumford

Report Date: June 9, 2022

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.

Wednesday, May 11 2022	Chilliwack Food Council Meeting
Thursday, May 12 2022	Chwk Comm Services Strat Planning: Housing
Friday, May 13 2022	YMCA - Meeting Karen Price BAA Lifeguard / Swim Instructor Courses
Monday, May 16 2022	National Indigenous Day Planning Committee
Tuesday, May 17 2022	CHC 2022 - 2025 Strat Planning Session
Wednesday, May 18 2022	Indigenous Welcome Center Meeting
Tuesday, May 24 2022	CHC Meeting (Co-Chair)
Tuesday, May 24 2022	Board Learning Session #11
Tuesday, May 24 2022	Chair / Vice-Chair Meeting
Monday, May 16 2022	National Indigenous Day Planning Committee
Thursday, May 26 2022	Indigenous Photo Ceremony
Friday, May 27 2022	Meet with Parent Regarding Gifted Programming
Sunday, May 29 2022	Downtown Community Market Opening Ceremony
Tuesday, May 31 2022	Chair / Vice-Chair Meeting
Wednesday, June 1 2022	Pride Picnic CSS
Wednesday, June 1 2022	Partner Meeting
Thursday, June 2 2022	All Leaders Meeting
Thursday, June 2 2022	Board Chair Call with BCSTA President Carolyn Brody
Saturday, June 4 2022	Little Mountain BC Trail Day Event
Saturday, June 4 2022	Brandon Bartsch Memorial Tabletop Day 2022
Saturday, June 4 2022	Community Dinner Kindness Chain
Monday, June 6 2022	Transportation Focus Group CHC
Monday, June 6 2022	GWG Awards Ceremony
Tuesday, June 7 2022	Board Learning Session #12
Tuesday, June 7 2022	In-Camera Meeting
Tuesday, June 7 2022	Chair / Vice-Chair Meeting
Tuesday, June 7 2022	SSS Awards Ceremony
Thursday, June 9 2022	GWG Commencement
Friday, June 10 2022	SSS Commencement
Monday, June 13 2022	Fraser Valley Branch Meeting
Tuesday, June 14 2022	Indigenous Education Advisory Committee
Tuesday, June 14 2022	Chair / Vice-Chair Meeting

TRUSTEE REPORT

Trustee: Jared Mumford

Report Date: June 9, 2022

Continued:

UPCOMING EVENTS OF INTEREST TO THE BOARD

Congratulations to all our 2022 graduates. It is past recent memory that a graduating class has faced such adversity as you have experienced over the past number of years. Your perseverance is admirable and will pay dividends in your future endeavors.

TRUSTEE REPORT

Trustee: Willow Reichelt

Report Date: June 7, 2022

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.

- **May 16: EPAC Recognition Dinner.** A well-deserved celebration of all the hard work done by the Education Policy Advisory Committee over the past year. Thank you to all the committee members for your valuable contributions!
- **May 17, 31 and June 7:** Chair/Vice Chair Meetings
- **May 26: Transportation Advisory Committee.** I've just moved, and I don't remember which box I put my notebook in! From memory, we discussed the priorities for creating new city sidewalks, especially filling in gaps to make continuous walking routes. We also talked about BC Transit. The new app is up and running, and it allows people to plan their routes with real-time bus info. There are also plans to introduce the ability of riders to pay their fare with debit cards or with an app, which will make it easier to ride the bus (no need to find change). We also talked about the potential for increasing Handy Dart services to be more on par with regular bus services in terms of availability.
- **June 1: Board Dinner with Partner Groups:** Thank you to everyone who participated and gave suggestions about how the Board can improve communication.
- **June 2: All-Leaders Breakfast:** Thank you to all of the administrators and other leaders who have led the district through a very challenging couple of years. You are so appreciated!
- **June 6: GWG Awards:** Congratulations to all recipients!
- **June 7: SSS Awards:** Congratulations to all recipients!
- **June 8: CSS Awards:** Congratulations to all recipients!

Congratulations to all of our 2022 graduates! We are so proud of you. I am so inspired by our incredible youth: I know you will do great things! I wish you all the best next year.

TRUSTEE REPORT

Trustee: David Swankey

Report Date: June 9th, 2022

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.

- May 16th – EPAC Appreciation Dinner
 - Thank you to all committee members for your contributions to the work of the board
- May 18th – Joined SSS Political Studies 12 class
- May 24th – Joined MLA Paddon at Unsworth Elementary
- May 24th – Attended Board Learning Session
 - <https://sd33.bc.ca/node/549>
- May 24th – Attended District Meeting with DPAC Exec in my capacity as DPAC Liaison
- May 25th – Attended BCSTA Legislative Committee Meeting
 - Debrief from AGM
- May 26th – Attended SD33 Indigenous Graduation Event at Tzeachten Hall
- May 26th – Joined SD33 DPAC for their AGM
 - Thank you to volunteers for your work over the past year and congratulations to members of the incoming executive
- May 30th – Chaired EPAC meeting
 - Meeting 13 of 13 on our calendar this school year
- June 1st – Attended Board/Partners Meeting at CSS
- June 2nd – Joined All-Leaders Meeting & Breakfast
- June 4th – Stopped by CMS for FVTTD
- June 6th – Joined GWG for their Awards Night
- June 7th – Attended Board Learning Session
 - <https://sd33.bc.ca/node/549>
- June 7th – Joined SSS for their Awards Night
- June 8th – Joined CSS for their Awards Night
- June 9th – Attended GWG Commencement Ceremony
- June 10th – Attended SSS Commencement Ceremony
- June 11th – Attended CSS Commencement Ceremony
- June 13th – BCSTA Fraser Valley Branch Meeting
 - Constitution and Bylaw revision key piece on the agenda

UPCOMING EVENTS OF INTEREST TO THE BOARD

- 2022 – The FV CDC is celebrating 40 years of service
 - Community events will be taking place throughout the region
 - Tour of facilities is planned for Oct 6th
 - <https://www.fvcdc.org/>

MEETING SUMMARIES

In-Camera Meeting – May 10, 2022

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

Regrets: Barry Neufeld, David Swankey

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

1. HR Report
2. BCPSEA Report
3. Teacher Retirement and Retirement Bonus

Learning Session – May 24, 2022

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

Regrets: Willow Reichelt

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

1. Capital Plan
2. Policy Update – 600 Business and Support Services Series

Learning Session – June 7, 2022

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

Staff: Rohan Arul-pragasam, Gerry Slykhuis, Kirk Savage, Paula Jordan, Mark Friesen, David Manuel

Guest: Janet Carroll

1. K-12 Integrated Arts & Technology

Special In-Camera Meeting – June 7, 2022

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

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

1. Director of Human Resources Hiring Process

Special In-Camera Meeting – June 13, 2022

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

Staff: Rohan Arul-pragasam, Gerry Slykhuis, Paula Jordan, Talana McNally

Guests: L. Thomson, Appellant, Appellant Advocate

1. Board Appeal