



THE BOARD OF EDUCATION

School District #33 (Chilliwack)

Regular Public Board Meeting

(Live Streamed; Attendees may be recorded)

AGENDA

October 8, 2024

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. Reading and Approval of the Minutes
(THAT the minutes of the September 17, 2024 Regular Board Meeting be approved as circulated.)

2. INFORMATION ITEMS

- 2.1. Budget Timelines and Financial Reporting
- 2.2. BCSTA Report
- 2.3. Trustee Written Reports
- 2.4. Indigenous Education Council Report

3. PUBLIC PARTICIPATION – COMMENTS/QUESTIONS CONCERNING THE AGENDA

4. ACTION ITEMS

- 4.1. Eligible School Site Proposal – Revised

5. MEETING SUMMARIES

6. PUBLIC PARTICIPATION – COMMENTS/QUESTIONS CONCERNING THE AGENDA

7. SUPERINTENDENT’S UPDATE

8. ADJOURNMENT

- 8.1. Next Board of Education Meeting: November 12, 2024 at 5:30pm



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

Date of Meeting: Tuesday, September 17, 2024

Location: School District Office

Members Present:

Chair	Willow Reichelt
Vice-Chair	Carin Bondar
Trustee	Heather Maahs
Trustee	Margaret Reid
Trustee	David Swankey
Trustee	Teri Westerby

Regrets: Trustee Richard Procee

Staff Present:

Superintendent	Rohan Arul-pragasam
Secretary Treasurer	Simone Sangster
Assistant Superintendent	Paula Jordan
Assistant Superintendent	Kirk Savage
Assistant Superintendent	David Manuel
Assistant Secretary Treasurer	Mark Friesen
Director of Facilities and Transportation	Allan Van Tassel
Executive Assistant	Talana McInally

1. CALL TO ORDER

1.1. Call to Order

The Board Chair called the meeting to order at 5:33 p.m. – **Welcome, Acknowledgment of Traditional Territory and Diversity Statement**

1.2. Adoption of the Agenda

105.24 Moved by: Trustee Bondar
Seconded by: Trustee Reid

THAT the agenda be adopted as circulated.

106.24 Moved by: Trustee Reichelt

NO VOTE

Seconded by: Trustee Swankey

THAT the agenda be amended to move item 4.2 – *2023-24 Audited Financial Statements* to follow item 4.4 – *Interfund Transfer of Local Capital*.

CARRIED

107.24 Moved by: Trustee Bondar
Seconded by: Trustee Reid

THAT the agenda be adopted as amended.

CARRIED

1.3. Approval of the Minutes

108.24 Moved by: Trustee Bondar
Seconded by: Trustee Westerby

THAT the minutes of the June 11, 2024 Regular Board Meeting be approved as circulated.

CARRIED

2. INFORMATION ITEMS

2.1. Audit Working Committee Report

Trustee Reichelt provided a summary of the September 10, 2024 Audit Working Committee meeting. The minutes from the meeting were attached for reference. The Committee made a recommendation to the Board of Education to approve the 2023-24 Audited Financial Statements at its next Regular Public Meeting.

2.2. Trustee Written Reports

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

2.3. BCSTA Report

Trustee Reid provided an update on matters related to the BCSTA.

2.4. Indigenous Education Council (IEC) Update

Assistant Superintendent David Manual provided an update on behalf of the Indigenous Education Council (IEC), highlighting legislative amendments requiring all districts to establish IECs, their role in advising on Indigenous student achievement, and the requirement for IEC approval of Indigenous Education Targeted Funding.

3. PUBLIC PARTICIPATION – COMMENTS/QUESTIONS CONCERNING THE AGENDA

- Question regarding a specific budget item
- No comments or questions related to the agenda were received.

4. ACTION ITEMS

4.1. Framework for Enhancing Student Learning (FESL) Report

109.24 Moved by: Trustee Swankey
Seconded by: Trustee Westerby

THAT the Board of Education approve the Framework for Enhancing Student Learning Report to be submitted to the Ministry by September 30, 2024.

CARRIED

4.2. 2023-2024 Audited Financial Statements & FSDA

This item was moved to follow item 4.4.

110.24 Moved by: Trustee Maahs
Seconded by: Trustee Bondar

THAT the Board approve the 2023-2024 Audited Financial Statements as presented.

CARRIED

4.3. Restriction of Accumulated Operating Surplus

This item was moved to precede item 4.2.

111.24 Moved by: Trustee Bondar
Seconded by: Trustee Westerby

THAT the Board of Education approve the designation of \$119,826 of Accumulated Operating Surplus as restricted for Early Learning Initiatives, in accordance with Board Policy 601.

CARRIED

4.4. Interfund Transfer of Local Capital

This item was moved to precede item 4.2 and follow item 4.3.

112.24 Moved by: Trustee Bondar
Seconded by: Trustee Swankey

THAT the Board of Education approve the interfund transfer of \$1,065,035 from the Operating Fund to Local Capital for the year ended June 30, 2024.

CARRIED

4.5. Annual Five-Year Capital Plan, 2025-26 –Minor Capital

113.24 Moved by: Trustee Bondar
Seconded by: Trustee Reid

THAT the Board of Education of School District No. 33 (Chilliwack), in accordance with provisions under section 142(4) of the *School Act*, hereby approves the proposed Five-Year Capital Plan (Minor Capital Programs) for 2025/26, as provided on the Five-Year Capital Plan Summary for 2025/ 26 submitted to the Ministry of Education and Child Care. A copy of this document was provided in the agenda package.

114.24 Moved by: Trustee Swankey
Seconded by: Trustee Bondar

THAT the Board of Education of School District No. 33 (Chilliwack), in accordance with provisions under section 142(4) of the *School Act*, hereby approves the proposed Five-Year Capital Plan (School Food Infrastructure Program) for 2025/26, as provided on the Five-Year Capital Plan Summary for 2025/26 submitted to the Ministry of Education and Child Care. A copy of this document was provided in the agenda package.

CARRIED

Meeting Recessed at 6:45 pm
Meeting called back to order at 6:56 pm

4.6. Property Disposal Bylaw (Sardis Secondary School Right of Way)

115.24 Moved by: Trustee Swankey
Seconded by: Trustee Bondar

THAT the Board of Education approve three readings of Property Bylaw No. 2024-02 (45460 Stevenson Road) for B.C. Hydro right of way.

CARRIED

116.24 Moved by: Trustee Bondar
Seconded by: Trustee Westerby

THAT the Board of Education approve the first, second and third reading and adoption of Property Bylaw No. 2024-02 (45460 Stevenson Road) for B.C. Hydro right of way.

CARRIED

4.7. Eligible School Site Proposal (ESSP)

117.24 Moved by: Trustee Westerby
Seconded by: Trustee Bondar

THAT the Board of Education approve the resolution as outlined in the agenda package.

CARRIED

4.8. Strategic Plan Refresh Consultation Process

118.24 Moved by: Trustee Bondar
Seconded by: Trustee Swankey

THAT the Board of Education approve the Strategic Plan Refresh Consultation Process as outlined in the agenda package.

CARRIED

5. MEETING SUMMARIES

Meeting summaries were provided listing In-Camera and/or Special In-Camera and Learning Session items since the last Regular Public Board Meeting.

6. PUBLIC PARTICIPATION – COMMENTS/QUESTIONS CONCERNING AGENDA ITEMS

- No comments or questions related to the agenda were received.

7. SUPERINTENDENT’S REPORT

The Superintendent provided updates on the following: a September 2024 Joint Statement on Safe, Caring and Inclusive Schools, Enrolment as of September 16, 2024, and Summer School which included a presentation by District Principal Sean Wicker and KSS Vice Principal Rebecca Palansky.

8. ADJOURNMENT

The meeting was adjourned at 7:54 p.m.

8.3. Next Board of Education Meeting Date

**Tuesday, October 8, 2024
5:30 p.m.
School District Office**

Board Chair

Secretary-Treasurer

BOARD OF EDUCATION

INFORMATION REPORT

DATE: October 8, 2024
TO: Board of Education
FROM: Mark Friesen, Assistant Secretary Treasurer
RE: **BUDGET TIMELINE AND FINANCIAL REPORTING 2024/25**

In accordance with [Policy 610 Financial Planning and Reporting](#), we have reviewed the budget timeline which we are sharing with the board attached for information.

Budget Timeline and Financial Reporting 2024/25



Activity	Type	To Budget Committee	To Board of Education	Ministry Deadline
September 30 th Quarterly Report	Quarterly Report	November 7	November 12	
2024-25 UPDATED GOVERNMENT FUNDING ANNOUNCEMENT – MID-DECEMBER				
Amended Annual Budget, Review	Amended Budget	January 16	January 21*	
Amended Budget Approval – 1 st Reading	Amended Budget		January 28	
December 31 st Quarterly Report	Quarterly Report	February 6	February 11	
Amended Budget Approval – 2 nd & 3 rd Readings	Amended Budget		February 18	
Amended Annual Budget due to MoECC	Amended Budget			February 28
2025-26 GOVERNMENT FUNDING ANNOUNCEMENT – MID-MARCH				
2025-26 Budget Assumptions	Budget	April 10		
Budget Assumptions & Multi-Year Budget Planning	Budget		April 15*	
PUBLIC BUDGET PRESENTATION	Budget		April 22	
Draft Budget Review	Budget	May 8		
March 31 st Quarterly Report	Quarterly Report	May 8	May 20	
Budget Approval – 1 st Reading	Budget		May 20	
Budget Approval – 2 nd & 3 rd Reading	Budget		June 17	
Annual Budget due to MoECC	Budget			June 30

* Board Learning Session

BOARD OF EDUCATION

INFORMATION REPORT

DATE: October 8, 2024
TO: Board of Education
FROM: Margaret Reid, BCSTA Representative
RE: BCSTA REPORT

Margaret Reid, BCSTA Representative, will provide a BCSTA update.

TRUSTEE REPORT

Trustee: Willow Reichelt

Report Date: October 2, 2024

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.

- September 24 and Oct 1: Chair/Vice Chair Meetings
- September 26: BCSTA Board Chairs Call (Zoom)
- September 27: District Pro-D event with north-side middle and secondary school staff at Shxw̓ha:y Village
- September 28: CSS Powwow
- September 30: Honouring Residential School Survivors and Thrivers at Stó:lō Nation

TRUSTEE REPORT

Trustee: David Swankey

Report Date: October 1st, 2024

KEY ACTIVITIES SINCE LAST BOARD MEETING

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

- Sept 13th – Joined Students and Staff for Kw'iyeqel Secondary School's Welcome Back BBQ
- Sept 13th – Participated in Sardis Secondary's Agricultural Program Harvest
- Sept 15th – Attended Xwel'tem Siyáya: Allyship and Reconciliation Building
 - Placename tour exploring the upriver regions from Chilliwack to Yale
 - Si:yemiya (Sonny McHalsie), Cultural Advisor/Historian for the Stó:lō Research and Resource Management Centre guided the tour
- Sept 16th – Chaired BCSTA Bylaw Review Committee mtg.
- Sept 18th – Attended MSMS Welcome Back Open House
- Sept 19th – Attended Central Elementary's Welcome Back BBQ
- Sept 19th – Attended Xwel'tem Siyáya: Allyship and Reconciliation Building at Kilgard Longhouse
- Sept 23rd – Attended Cycle Chilliwack General Meeting
 - Shout out to Watson Elementary's 'Garrison Bike Bus and thanks to organizers for presenting
- Sept 25th – Attended Sardis Elementary PAC Mtg
- Sept 26th – Visited Kw'iyeqel Secondary School for Orange Shirt Day
- Sept 26th – Visited Bernard Elementary School
 - Joined students and staff to observe Orange Shirt Day and participate in their story walk of Phyllis's Orange Shirt
- Sept 26th – Visited Sardis Elementary School
 - Joined students and staff to observe Orange Shirt Day and attend reading of Shin-chi's Canoe by author Nicola Campbell
- Sept 26th – Attended DPAC Mtg
- Sept 27th – Attended Climate Action Roundtable with municipally elected representation from across BC
 - Discussion focused on climate events and impact on local jurisdictions
- Sept 28th – Attended Orange Shirt Day Pow Wow at CSS
- Oct 1st – Attended BCSTA Legislative Committee Mtg in preparation for October Provincial Council

UPCOMING EVENTS OF INTEREST TO THE BOARD

- Nov 1st-2nd – BC EDAccess AdvoCon
- Nov 21st-23rd – BCSTA Academy
- Dec 12th-14th – FNEESC Annual Education Conference
- Jan-Dec – Xwel'tem Siyáya: Allyship and Reconciliation Building facilitated by UFV
 - <https://www.ufv.ca/peace-and-reconciliation/allyship-building-program/>
- Feb 5th-6th – Annual Canadian Health and Wellbeing in Developmental Disabilities Conference
 - <https://www.healthandwellbeingindd.ca/>
- April 24th-26th – BCSTA AGM

BOARD OF EDUCATION

INFORMATION REPORT

DATE: October 8, 2024
TO: Board of Education
FROM: David Manuel, Assistant Superintendent
RE: **INDIGENOUS EDUCATION COUNCIL UPDATE**

BACKGROUND:

The current Indigenous Education Advisory Committee (IEAC) has created a subcommittee with representatives from the First Nations and district staff and asked for the development of new draft Terms of Reference that align with the language for the legislated Indigenous Education Council (IEC). The group met on the following dates:

- Sept 20th working session
- Sept 20th – call with some questions for Brad Baker, Superintendent of Indigenous Education, Ministry of Education and Childcare.
- Sept 23rd – continued conversation to review the information from the ministry.
- Oct 8th – next session for IEAC

The group will provide a draft document to the IEAC on Oct 8th for review. This process of review will continue until the group adopts the new Terms of Reference and becomes an IEC.

BOARD OF EDUCATION

DECISION REPORT

DATE: October 8, 2024

TO: Board of Education

FROM: Simone Sangster, Secretary Treasurer

RE: **ELIGIBLE SCHOOL SITE PROPOSAL (ESSP) - REVISED**

RECOMMENDATION:

That the board approve the resolution described below.

BACKGROUND:

We brought this motion to you at the September 17, 2024 meeting. Unfortunately, we found an error in the calculation of cost of land and need to update the cost and the details in the attachment. The revised resolution is attached.

A School Site Acquisition Charge (SSAC) is imposed on new eligible development units (residential development) for the purpose of providing funds to assist school boards in paying for the capital cost of eligible school sites. The Local Government Act requires that school boards approve the SSAC rate and the eligible school sites. The SSAC bylaw rate is currently set at the maximum allowed and the ESSP does not trigger a rate adjustment. The rate was last updated by the board in 2019 and no change is required to the SSAC rate bylaw applied to new development units.

Provincial school site acquisition legislation requires that an ESSP resolution must be passed annually if the school district plans to acquire future school sites. The purpose of the ESSP is to identify the district's eligible school site requirements for inclusion in the five-year capital plan. The five-year capital plan also includes requests for major capital and Building Envelope program funding, which the board approved in June, and minor capital funding, which the board is approving at the September 17, 2024 meeting. The resolution I am recommending for the board is an update to reflect new information and a resolution to satisfy the annual requirement.

The ESSP is prepared following consultation with the City of Chilliwack and Fraser Valley Regional District. The city projections for development approvals have been recently updated based on new provincial allowances for units per lot and increased development of local first nation's land. The projected eligible development units are incorporated into the projection of future enrollment by applying a factor reflecting the estimated number of students generated by new housing units.

The projected growth in the number of school-aged children that will occur in Chilliwack over the next 10 years is then compared against the capacity of current and approved school facilities to identify the number of new school sites or school site expansions that will be needed to accommodate the growth in students.

In our June major capital plan submission, the district estimated that enrolment will increase by at least 1,209 students over the next ten years, which is approximately 2,500 beyond our current school capacity, excluding portables. Our update with the city indicates that due to changes in provincial development requirements and new information from local nations regarding developments on reserves, these numbers are conservative. Moreover, more growth in the urban core or Urban North area of the District is expected than was incorporated into our earlier numbers. Enrolment at the start of the school year also shows that there is higher growth in the northern part of the district. We have incorporated this new information on developments and areas for development into our updated ESSP.

Our proposal indicates the following, as specified in the resolution:

- 1. Based on information received from the Local Governments, the Board estimates that there will be 7,368 new development units constructed in School District No. 33 (Chilliwack) (the "School District") over the next ten (10) years;*
- 2. These 7,368 new development units will be home to an estimated 2,292 school age children;*
- 3. The Board expects that almost none of these school age children will be accommodated in existing facilities. This will require the expansion of the sites at a number of facilities including Chilliwack Middle School, and Vedder Middle School; and*
- 4. The Board expects that two (2) new school site(s) will be required as the result of this growth in the School District. The site(s) will be located in the following neighbourhoods: one (1) in the Urban North area, one (1) in the Urban South area. For reference, please see Schedule A attached to this Resolution.*
- 5. According to the British Columbia Ministry of Education and Child Care standards, the site(s) will require seven point seven (7.7) hectares of land. These site(s) are expected to be purchased within 10 years and, at current land costs, the land will cost approximately \$66,686,038.*

Prior to submitting the ESSP to the Ministry of Education, the proposal must formally be referred to the local government who may either:

1. Pass a resolution accepting the Eligible School Site Proposal resolution of the Board of Education; or
2. Respond in writing to the Board of Education indicating that it does not accept the Board of Education's proposed site requirements for the school district and indicating:
 - Each proposed site which it objects
 - The reason for the objection.

If no response is received within 60 days, the legislation states that the local government will have been deemed to accept the proposal.

We plan to inform the Ministry by letter of this update to our annual capital plan submission on site acquisitions, once we have forwarded this to the local governments.

**THE BOARD OF EDUCATION OF SCHOOL DISTRICT NO. 33 (CHILLIWACK)
ELIGIBLE SCHOOL SITE REQUIREMENT RESOLUTION, 2024**

WHEREAS Section 142 of the *School Act* (British Columbia) requires that a board of education submit a capital plan to the British Columbia Minister of Education and Child Care (the “**Minister**”) for approval;

AND WHEREAS Section 574(2) of the *Local Government Act* (British Columbia) requires that before a board of education submits a capital plan for approval under Section 142 of the *School Act* (British Columbia), the board of education must consult with each local government in the school district, and the board of education and local government must make all reasonable efforts to reach agreement on the following:

- (a) a projection of the number of chargeable development units to be authorized or created in the school district over the ten (10) year period that has been specified by the Minister under Section 142 of the *School Act* (British Columbia) for school site acquisition planning;
- (b) a projection of the number of children of school age (as defined in the *School Act* (British Columbia)) that will be added to the school district as the result of the chargeable development units projected under paragraph (a);
- (c) the approximate size and the number of school sites required to accommodate the number of children projected under paragraph (b); and
- (d) the approximate location and value of school sites referred to in paragraph (c).

AND WHEREAS The Board of Education of School District No. 33 (Chilliwack) (the “**Board**”) has consulted with the City of Chilliwack (the “**City**”) and the Fraser Valley Regional District (the “**Regional District**”, and together with the City, the “**Local Governments**”) on these matters.

IT IS RESOLVED THAT:

1. Based on information received from the Local Governments, the Board estimates that there will be 7,368 new development units constructed in School District No. 33 (Chilliwack) (the “**School District**”) over the next ten (10) years;
2. These 7,368 new development units will be home to an estimated 2,292 school age children;
3. The Board expects that almost none of these school age children will be accommodated in existing facilities. This will require the expansion of the sites at a number of facilities including Chilliwack Middle School, and Vedder Middle School; and
4. The Board expects that two (2) new school site(s) will be required as the result of this growth in the School District. The site(s) will be located in the following neighbourhoods: one (1) in the Urban North area, one (1) in the Urban South area. For reference, please see Schedule A attached to this Resolution.

5. According to the British Columbia Ministry of Education and Child Care standards, the site(s) will require seven point seven (7.7) hectares of land. These site(s) are expected to be purchased within 10 years and, at current land costs, the land will cost approximately \$66,686,038.

I hereby certify this to be a true copy of the resolution for the approval of the Eligible School Site Requirement adopted by The Board of Education of School District No. 33 (Chilliwack) on this 8th day of October, 2024.

Simone Sangster, Secretary Treasurer
The Board of Education of School District No.
33 (Chilliwack)

**SCHEDULE A
ELIGIBLE SCHOOL SITE PROPOSAL**

	Urban North Area	Urban North Area	Urban South Area	Urban South Area	TOTALS
Basis of Cost	Estimate	Estimate	Estimate	Estimate	
Type of Expansion	New Elementary	Expansion Chilliwack Middle	New Elementary	Expansion Vedder Middle	
Existing Capacity	0		0		0
Long Term Capacity	200	326	400	379	1,305
Site Area (Ha)	1.5	1.9	2.3	2.0	7.7
Site Area (Acres)	3.7	4.7	5.7	4.9	19.0
Existing Site Area					
Estimated Cost of Land	\$15,351,492	\$19,445,224	\$17,057,079	\$14,832,243	\$66,686,038

MEETING SUMMARIES

In-Camera Meeting – September 17, 2024

Trustees: Willow Reichelt, Carin Bondar, Heather Maahs, Margaret Reid, David Swankey, Teri Westerby

Regrets: Richard Procee

Staff: Rohan Arul-pragasam, Simone Sangster, Rachael Green, Talana McInally

1. HR Report
2. BCPSEA Report
3. CTA Bargaining Plan

Trustees Reichelt, Swankey and Bondar acknowledged their conflict of interest for this item, recused themselves, and left the room until its completion.

4. Property Update
5. Exempt/ PVP Compensation
6. Superintendent Compensation

The Superintendent excused himself from this item and left the room.