Public Meeting of the Board of Education

School District No. 27 (Cariboo-Chilcotin)

June 28, 2021

6:30 p.m. – School District Office

1. Opening by Board Chair – Acknowledgement that the meeting is being held on the traditional and unceded territory of the Northern Secwepemc People.

1.1. Call to Order

2. Agenda and Minutes

2.1. Approval of Agenda

THAT the agenda of the June 28, 2022, Public Board of Education Meeting be approved as presented.

2.2. Approval of Minutes

THAT the minutes of the May 24, 2022, Public Board of Education Meeting be approved as presented.

2.3. In-Camera Meeting Report

THAT the report of the In-Camera meeting of May 24, 2022, be approved as presented.

3. Presentation - none

4. Delegations

4.1. Williams Lake First Nations (WLFN)

5. Reports

5.1. Superintendent

5.2. Secretary-Treasurer

5.2.1 Poplar Glade 3rd reading

THAT the Board of Education proceed with third reading of the "School District No. 27 (Cariboo-Chilcotin) Former Poplar Glade School Site Disposal Bylaw 2022".

5.2.2 Budget 3rd reading (Presentation)

5.3. Committee Reports

5.3.1. Policy Committee

Elections Bylaw

In order to do three readings, we require the unanimous consent of the Board.

THAT the Board of Education ask for unanimous consent to proceed with the three readings of the amended Election Bylaw.

THAT School District No. 27 (Cariboo-Chilcotin) Bylaw 2707 Trustee Election Bylaw be read a first time this 28th day of June 2022 for the first time.

THAT School District No. 27 (Cariboo-Chilcotin) Bylaw 2707 Trustee Election Bylaw be read a first time this 28th day of June 2022 for the second time.

THAT School District No. 27 (Cariboo-Chilcotin) Bylaw 2707 Trustee Election Bylaw be read a first time this 28th day of June 2022 for the third time.

Elections Officer

THAT the Board of Education appoint ST, as Chief Election Officer for conducting the 2022 general local elections, with power to appoint other election officials as required for the administration and conduct of the 2022 general local elections and appoint Jodi Symmes, as Deputy Chief Election Officer for the 2022 general local elections.

5.3.2. Finance & Facilities and Transportation Committee

5.3.2.1. AFG Submission Summary

2023-2024 Five Year Capital Plan(s)

THAT the Board of Education of School District No. 27 (Cariboo-Chilcotin), in accordance with provisions under section 142 (4) of the School Act, hereby approves by resolution the proposed Five-year Capital Plan (Major) for 2023-2024 as presented.

THAT the Board of Education of School District No. 27 (Cariboo-Chilcotin),

in accordance with provisions under section 142 (4) of the School Act, hereby approves by resolution the proposed Five-year Capital Plan (Minor) for 2023-2024 as presented.

5.3.3 Education Committee

5.4. Liaison / Representation

6. Information Items

6.1. Letter from MLA Karin Kirkpatrick

7. Adjournment

THAT the public meeting of the Board of Education be adjourned at _____ p.m.

8. Public Comments

PUBLIC

Open Meeting of the Board of Education
School District No. 27 (Cariboo-Chilcotin)

MINUTES

May 24, 2022
District Office – Board Room

Trustees Present	Ciel Patenaude Anne Kohut Angie Delainey
Attending via Teams	Mary Forbes Linda Martens (joined 7:25pm)
Regrets	Willow Macdonald Alexis Walch
Staff Present	Chris van der Mark, Superintendent Harinder Singh, Secretary-Treasurer Cheryl Lenardon, Assistant Superintendent Sean Cameron, Director of Instruction Dean Coder, Director of Instruction Cathy van der Mark, Director of Instruction Jodi Symmes, Executive Assistant

1. Opening by Chair

1.1. Call to Order

The Chair called the meeting to order at 6:31 p.m. and acknowledged that the meeting was being held on the traditional and unceded territory of the Northern Secwepemc (Shuswap) People.

2. Agenda and Minutes

2.1. Approval of Agenda

THAT the agenda of the May 24, 2022, Public Board of Education Meeting be approved as presented.

O2022.05.24-01

Moved: Trustee Delaney
Seconded: Trustee Kohut
CARRIED

DRAFT

2.2. Approval of Minutes

THAT the minutes of the April 26, 2022, Public Meeting of the Board of Education be approved as presented.

O2022.05.24-02 Moved: Trustee Kohut
Seconded: Trustee Delaney
CARRIED

2.3. Receipt of In-Camera Meeting Report

THAT the report of the April 26, 2022, In-Camera Meeting of the Board be approved as presented.

O2022.05.24-03 Moved: Trustee Delaney
Seconded: Trustee Kohut
CARRIED

3. Presentation – None

Learning Series Presentations from Nesika, Columneetza, Peter Skeen Ogden, Marie Sharpe, Big Lake and 100 Mie Elementary Schools highlighted their experiences throughout the last year, and how they could see the changes in their students, and peers with the ongoing learning taking place across the district.

The Board recessed for a 10-minute nutrition break

4. Delegation – None

5. Reports

5.1. Superintendent

Superintendent van der Mark provided the Board of Education with an update on a variety of topics as the year ends.

5.2. 2022 - 2023 Budget Presentation

5.3. Committee Report

5.3.1. Policy Committee Report

THAT the Board of Education repeal Policy 3543.1 Boarding Allowance

O2022.05.24-04 Moved: Trustee Delaney
Seconded: Trustee Patenaude
CARRIED

THAT the Board of Education repeal Policy 6130 - Alternate Delivery-Curriculum

O2022.05.24-05 Moved: Trustee Delaney
Seconded: Trustee Patenaude
CARRIED

5.3.2. Finance and Facilities & Transportation Committee

5.2.3 Draft 2 2022-2023 Budget

THAT School District No. 27 (Cariboo-Chilcotin) preliminary Annual Budget Bylaw for fiscal year 2022-2023 in the amount of $67,344,010 be read a first time this 24th day of May 2022.

O2022.05.24-06 Moved: Trustee Kohut
Seconded: Trustee Patenaude

CARRIED

THAT School District No. 27 (Cariboo-Chilcotin) preliminary Annual Budget Bylaw for fiscal year 2022-2023 in the amount of $67,344,010 be read a second time this 24th day of May 2022.

O2022.05.24-07 Moved: Trustee Kohut
Seconded: Trustee Patenaude
CARRIED

5.3.3. 2022-2023 School Fees

THAT the Board Of Education approve the 2022-2023 school fees.

O2022.05.24-089 Moved: Trustee Kohut
Seconded: Trustee Patenaude
CARRIED

5.3.4. Education Committee

Trustee Kohut provided the report from the May 11 meeting.

5.4. Liaison / Representation **– None**

6. Information Items – None

7. Adjournment

The meeting adjourned at 8:37 p.m.

8. Public Comments

An opportunity was provided for public comments pertaining to the agenda.

Harinder Singh Secretary-Treasurer	Ciel Patenaude Chair

Board of Education of
School District No. 27 (Cariboo-Chilcotin)

P: 250.398.3833
F: 250.392.3600
350 Second Avenue N
Williams Lake, BC V2G 1Z9

In-Camera Meeting Notes provided pursuant to Section 72 (3) of the *School Act:*

"A board must prepare a record containing a general statement as to the nature of the matters discussed and the general nature of the decisions reached at a meeting from which persons other than trustees or officers of the board, or both, were excluded, and the record must be open for inspection at all reasonable times by any person, who may make copies and extracts on payment of a fee set by the board".

DATE: May 24, 2022 **LOCATION: School Board Office**

TRUSTEE PRESENT: Ciel Patenaude, Anne Kohut, Angie Delainey,

TRUSTEE ATTENDING VIA TEAMS: Mary Forbes

REGRETS: Alexis Walch, Linda Martens, Willow Macdonald

STAFF PRESENT: Superintendent Chris van der Mark, Assistant Superintendent Cheryl Lenardon, Directors of Instruction Sean Cameron, Dean Coder, and Cathy van der Mark, Director of Human Resources Taryn Aumond, Manager of Facilities & Transportation Patrick McCarron, Executive Assistants Jodi Symmes

1. Opening by Chair
   1.1. Call to Order – 4:31 p.m. and acknowledgment of traditional territory.
2. Agenda and Minutes
   2.1. Approval of Agenda
   2.2. Adoption of Minutes
3. Action Items
   3.1. Property Update
4. Discussion Items
5. Information Items
   5.1. Staffing Update
   5.2. Exempt / Excluded Planning (verbal)
   5.3 TELUS right of away request (verbal)
   5.4 Renewal of 150 Mile School House contract (verbal)
6. Adjournment – 6:08 p.m.

Board of Education of
School District No. 27 (Cariboo-Chilcotin)

P: 250.398.3833
F: 250.392.3600
350 Second Avenue N
Williams Lake, BC V2G 1Z9

Briefing Note

TO: Board of Education

FROM: Chris van der Mark

DATE: June 28, 2022

RE: Superintendent's Report

Congratulations!!

We were glad to see the return of safe celebrations and community gatherings associated with our graduates from GROW/SKYLINE, LCSS, and PSO. Clearly the communities have missed those opportunities to come together.

Similarly, we were able to host our gathering to honour 2022 retirees. It is impossible to quantify the many years of service and dedication to SD27 students. We thank you for choosing to provide this service in SD27 and wish you all the best in your future pursuits.

Role Model Celebration

Thank you to Ms. Tracey Hubner, Mr. Grant Gustafson and the SD27 FNEC table for supporting the work and organizing the celebration of the 2022-23 Indigenous Role Model celebration. It was an honour to witness the celebration in person and share in the pride of the event across communities. Special thanks to the many local Chiefs who were able to join us in congratulating this year's role models, Ms. Paige Romaniuk and Mr. Angus Paul.

Growing Capacity and Ownership

We continue to be thrilled and proud of the demonstrations teachers and administration have been sharing through their engagement in the learning series and innovation projects. Having adults curious about their learning can other further inspire children to be curious and enthusiastic as well. The stories being shared are transformational and are helping to move some schools forward by leaps and bounds. We look forward to finding ways to continue supporting this educational initiative and leadership, irrespective of roles.

Of particular importance has been the tremendous work of Mr. Gustafson and the Indigenous Education department to better support student and community through improved communication between school and community. All of this work is reflected in the redesigned efforts of the SD#27 Strategic Plan, and it is encouraging to see areas where the words translate into actions.

Our learning and growing will continue in September when we begin our year with Monique Grey Smith and Phyliss Webstad.

Thank You

This year has been remarkable in many ways. Despite 2 years of a pandemic, SD27 continues move boldly forward in an effort improve outcomes for students and improve life chances. This is hard work at the best of times. The pandemic has not been the best of times, but I do believe (at times) it has brought out the best in us.

Through out these challenges, parents and students have been remarkably adaptable to a “fluid” set of conditions, and yet generally supportive of efforts to “make it work”. Staff have also been adaptable to these conditions while simultaneously also adapting ideas and learning that have challenged past practice. This can be hard in a normal times. These times have been far from normal, but we see amazing examples of no longer settling for the status quo. We are beginning to see the posters that say “we’ve always done it this way” come down. That is exciting for many, and still a bit scary for some.

Together, we will continue building a brighter tomorrow.

RECOMMENDATION

None. Information only.

Board of Education of
School District No. 27 (Cariboo-Chilcotin)

P: 250.398.3833
F: 250.392.3600
350 Second Avenue N
Williams Lake, BC V2G 1Z9

Briefing Note

TO: **Board of Education**

FROM: **Staff**

DATE: **June 28, 2022**

RE: **Poplar Glade: THIRD READING**

ISSUE

Proposed Sale of Poplar Glade.

BACKGROUND

The Board has been working with local entities, including The City of Williams Lake and Williams Lake First Nation, as well as with government ministries, to make the Poplar Glade site available as part of the Board's ongoing work to support the City of Williams Lake's growing need for housing development, and to generate revenue for the Board to fulfil its statutory mandate to provide public education programs.

The Board has followed the legal requirements that apply to disposals of school land. Those requirements include obtaining written land disposal approval from the Province, which the Board received as of December 22, 2021. The Board then issued a Request for Offers (RFO) that closed on May 13, 2022.

The Board, set their desired minimum value of $975,000 which is above the latest assessment of highest and best use.

The School District is not responsible for generating revenue. However, surplus properties are one means by which a school district can capture additional funds to support other capital improvements. Cash value may not be the only consideration for a School District, where ultimately our responsibility is to improve life chances of students.

On June 14th, 2022, following a delegation from WLFN, the Board proceeded with the first 2 readings of the That the Board of Education proceed with the first two readings of the "School District No. 27 (Cariboo-Chilcotin) Former Poplar Glade School Site Disposal Bylaw 2022".

DISCUSSION

The Board received 5 offers in response to the RFO.

PROCESS ADOPTED BY THE STAFF

1. There were three independent reviews of each offer received- Secretary Treasurer, Superintendent and by legal services. The services of the lawyer were retained to advise on the legal components of each offer received. Internally we reviewed the Board of Education documents namely policy No. 3270.2, Administrative procedure No. 680, Ministerial Order regarding school building closure and disposal.
2. Staff took legal advice to review the offers, legal advice concluded that:
    a. School Board holds fee simple title to the property, in the absence of a court order or a change in government policy, the School Board should be free to deal with the land as the registered fee simple owner.
    b. As noted in the Request for offer document, The School District reserved itself the right to enter negotiations with none, one or more potential purchasers at any time.

Additionally:

- All bids met or exceeded the minimum value
    - The Board will not share the value of unsuccessful offers
    - Parties may choose to disclose their offer as they see fit
- Multiple offers **did not follow the required RFO** or eliminated conditions set by the Board and were disqualified (some higher than the accepted offer).
- The offer from WLFN met all provisions of the RFO and was above value set by the Board, at $1,075,000

The RFO, in respective articles, clearly stated:

"3. The School District is not bound to accept any offer."

"6. A potential purchaser may be asked to provide further clarification with respect to their offer."

"9. Additional information (by means of example only, purchase intention of use of land and the proposed timeline) may be submitted with the offer, but the School District may or may not consider it in the evaluation of the offer."

- *All offers indicated some version of residential development, generally reflective of the City of William's Lake long standing desire. Ultimately, the use of the site is under the control of the City.*

"10. …In the event two or more offers of the same ***net benefit*** to the School District, the School District may, but need not, ask for further offers from the parties, but need not continue until one offer is of the highest net benefit to the School District."

- *Net benefit to the School District is determined by the School District*
- *WLFN offer includes commitments and benefits to assist the School District with the housing of new staff*
- *WLFN offer has further benefits that align with Board values*

The School District does not have to have to accept the highest offer. The offer from WLFN was not the highest cash value. It should be noted, the Board has significantly improved its financial standing over the past three years through improved governance, finance, and planning practices.

Is this the only "value" to the School District? Contending offers may choose to challenge the decision of the Board based on their concept of "value" and their belief that the Board must accept the highest cash bid.

Our mission statement and values include, "Learning, Growing and Belonging Together".

A unique challenge for the School District in this process is maximizing the "value" of a parcel of land while maintaining, respecting, and valuing relationships with key partners. We believe, in our thoughtfulness of this process and decision, we are establishing the best path forward for all, while actively modelling what we believe.

Disposition of Poplar Glade to WLFN demonstrates our core values while also meeting the desire of the City to have control over future development by partnering with WLFN. It is the only reasonable disposition that provides all partners with an avenue for celebration moving forward.

RECOMMENDATION

THAT the Board of Education proceed with third reading of the "School District No. 27 (Cariboo-Chilcotin) Former Poplar Glade School Site Disposal Bylaw 2022".

Board of Education of
School District No. 27 (Cariboo-Chilcotin)

P: 250.398.3833
F: 250.392.3600
350 Second Avenue N
Williams Lake, B.C. V2G 1Z9

POLICY COMMITTEE MEETING REPORT

June 14, 2022 (3:03 – 3:25 p.m.)

Trustees in Attendance: Ciel Patenaude, Angie Delainey, Anne Kohut, Willow Macdonald

TEAMS: Mary Forbes, Linda Martens

Absent: Alexis Walch

Staff: Superintendent Chris van der Mark, Directors of Instruction Sean Cameron, Assistant Superintendent Cheryl Lenardon, Cathy van der Mark and Dean Coder, Manager of Facilities and Transportation Patrick McCarron, Executive Assistant Jodi Symmes

Agenda Item	Notes	Action
Acknowledgment of traditional territory		
1. May 10, 2022, Policy Committee Meeting Report	The committee reviewed the report and recommended no changes.	None
2. Elections Bylaw	Superintendent van der Mark brought forward the recommended changes to the election's bylaw.	That the committee recommends the amending of Elections Bylaw B2707 be approved through three readings on June 28th.
3. Elections Officer	Superintendent van der Mark brought forward background related the appointment of an SD27 Elections officer.	That the Board of Education appoint ST, as Chief Election Officer for conducting the 2022 general local elections, with power to appoint other election officials as required for the administration and conduct of the 2022 general local elections and appoint Jodi Symmes, as Deputy Chief

Board of Education of
School District No. 27 (Cariboo-Chilcotin)

P: 250.398.3833
F: 250.392.3600
350 Second Avenue N
Williams Lake, B.C. V2G 1Z9

Agenda Item	Notes	Action
		Election Officer for the 2022 general local elections.

4. Future Meeting Dates:

MEETING	DATE	TIME	LOCATION
Policy Committee	September 13, 2022	3:00 p.m.	Board Office
Policy Committee	October 11, 2022	3:00 p.m.	Board Office
Policy Committee	November 9, 2022	3:00 p.m.	Board Office
Policy Committee	December 13, 2022	3:00 p.m.	Board Office
Policy Committee	January 10, 2023	3:00 p.m.	Board Office
Policy Committee	February 7, 2023	3:00 p.m.	Board Office
Policy Committee	March 14, 2023	3:00 p.m.	Board Office
Policy Committee	April 11, 2023	3:00 p.m.	Board Office
Policy Committee	May 9, 2023	3:00 p.m.	Board Office
Policy Committee	June 13, 2023	3:00 p.m.	Board Office

DRAFT

Board of Education of
School District No. 27 (Cariboo-Chilcotin)

P: 250.398.3833
F: 250.392.3600
350 Second Avenue N
Williams Lake, B.C. V2G 1Z9

FINANCE AND FACILITIES & TRANSPORTATION COMMITTEE MEETING REPORT

June 14, 2022 (5:00 p.m. – 6:05 p.m.)

In Attendance: Angie Delainey, Ciel Patenaude, Anne Kohut, Willow Macdonald

TEAMS: Mary Forbes

Absent: Alexis Walch, Linda Martens

Staff: Superintendent Chris van der Mark, Assistant Superintendent Cheryl Lenardon, Directors of Instruction Sean Cameron, Dean Coder, and Cathy van der Mark, Manager of Facilities and Transportation Patrick McCarron, Director of Human Resources, Taryn Aumond, Executive Assistant Jodi Symmes

Agenda Item	Notes	Action
Acknowledgment of Traditional Territory		
1. May 10, 2022, Committee Report	The committee reviewed the report and recommended no changes.	None.
2. Spring Post and Fill	Superintendent van der Mark provided an update on the Districts Spring Post and Fill	None. Provided for information.
3. AFG 2022-2023	Manager, Facilities and Transportation provided an update on SD27 Annual Facilities Grant and showed a presentation on reorganization of Facilities and Transportation, identification of needs resulting from historical deferred maintenance, priority needs.	None. Provided for information.
4. 2022-2023 Five-Year Capital Plan & Minor Projects	Manager, Facilities and Transportation provided an update on the 2022-2023 Districts five-year capital plan	Recommendation that that the Board approves the 5-Year Capital Plan for 2022-2023 and Minor Projects.
5. Trustee Remuneration	Superintendent van der Mark provided an update on Trustee Remuneration per Policy 160.	None, provided for information.
6. 2021-2022 Year End Audit	Superintendent van der Mark provided an update on the 2021-2022 Year-End Audit.	None, provided for information.
7. Proposed Future meeting dates	Executive Assistant brought forward a draft calendar meeting schedule for the 2022-2023 year.	None, provided for information.

DRAFT

Agenda Item	Notes	Action

8. Proposed Future Meeting Dates

MEETING	DATE	TIME	LOCATION
Finance/Facilities Committee	September 13, 2022	5:00 p.m.	Board Office
Finance/Facilities Committee	October 11, 2022	5:00 p.m.	Board Office
Finance/Facilities Committee	November 9, 2022	5:00 p.m.	Board Office
Finance/Facilities Committee	December 13, 2022	5:00 p.m.	Board Office
Finance/Facilities Committee	January 10, 2023	5:00 p.m.	Board Office
Finance/Facilities Committee	February 7, 2023	5:00 p.m.	Board Office
Finance/Facilities Committee	March 14, 2023	5:00 p.m.	Board Office
Finance/Facilities Committee	April 11, 2023	5:00 p.m.	Board Office
Finance/Facilities Committee	May 9, 2023	5:00 p.m.	Board Office
Finance/Facilities Committee	June 13, 2023	5:00 p.m.	Board Office

BRITISH COLUMBIA | Ministry of Education

Submission Summary

Submission Summary:	AFG 2022/2023 | 2022-05-31
Submission Type:	Expenditure Plan
School District:	Cariboo-Chilcotin (SD27)
Open Date:	2022-04-01
Close Date:	2022-05-31
Submitted On:	2022-05-31 4:27 PM
Submission Status:	Submitted
Version:	Submitted

Submission Category	Sum Total Project Cost Submitted
AFG	**$1,572,304**

AFG							
Project Number	Existing Facility?	Facility/Site	Project Type	VFA Requirement #	SD Project ID	Project Description	Total Project Cost
156304	No	100 Mile / W.L. Yards	Electrical (AFG)			EV upgrades / Engineering	$50,000
156290	Yes	Big Lake Elementary	HVAC (AFG)			Mechanical Upgrade	$20,000
156302	Yes	Big Lake Elementary	Exterior Wall Systems (AFG)			Exterior Paint	$5,000
156303	No	Board Office	Exterior Wall Systems (AFG)			Exterior Paint	$5,000
156314	No	Board Office	Accessibility Upgrades			Handicap Accessibility	$70,000
156300	No	Cataline / Big Lake	Site Upgrades			Sidewalk Upgrade	$15,000
156299	Yes	Cataline Elementary	Site Upgrades			Concrete Stairs	$5,000
156310	Yes	Chilcotin Road Elementary	Interior Construction (AFG)			Flooring replacement	$80,000

Source: CAPS

BRITISH COLUMBIA | Ministry of Education

Submission Summary

156313	No	Columneetza Secondary	HVAC (AFG)			Kitchen Upgrades	$300,000
156309	No	CSS/Cataline/150/100 Mile Elem	Site Upgrades			Irrigation Upgrade	$106,000
156294	No	District Wide	HVAC (AFG)			DDC Upgrades	$150,000
156306	No	District Wide	Electrical (AFG)			UPS Units	$16,000
156307	No	District Wide	Electrical (AFG)			Fire Suppression Infrastructure	$50,000
156312	No	District Wide	Site Upgrades			Rural Environmental / Hazmat assessement	$70,000
157086	No	District Wide	Site Upgrades			Various Construction	$114,304
156292	Yes	Dog Creek Elem-Jr. Secondary	HVAC (AFG)			Mechanical Upgrade	$26,000
156291	Yes	Horsefly Elem-Jr Secondary	HVAC (AFG)			Mechanical Upgrade	$12,000
156293	Yes	Horsefly Elem-Jr Secondary	Plumbing (AFG)			Water Well Upgrade	$16,000
156297	Yes	Lake City Secondary	Exterior Wall Systems (AFG)			Painting	$100,000
156311	Yes	Lake City Secondary	Interior Construction (AFG)			Flooring Replacement	$60,000
156296	Yes	Marie Sharpe Elementary	Exterior Wall Systems (AFG)			Painting	$100,000
156298	Yes	Marie Sharpe Elementary	Site Upgrades			Concrete Stairs	$5,000
156295	Yes	Mile 108 Elementary	Plumbing (AFG)			Geothermal buffer tank	$100,000
156301	Yes	Naghtaneqed Elem-Jr Secondary	Exterior Wall Systems (AFG)			Exterior Paint	$5,000
156308	Yes	Nesika Elementary	Site Upgrades			Paving	$86,000
156305	Yes	Peter Skene Ogden Secondary	Electrical (AFG)			Frequency Drives	$6,000
						AFG Total:	**$1,572,304**

Project Request Fact Sheet

Cariboo-Chilcotin (SD27)

Marie Sharpe Elementary

Report run: Wednesday, June 8, 2022

Primary Option Table: Full Replacement (Replace/Reno) - 150271 - Marie Sharpe Elementary

Proposed Project Information

School District Priority	Anticipated Start Year	Anticipated Occupancy Year	Project Budget Estimate
	2024/2025	2030/2031	$35,774,762

School Information

Grade Configuration	
Existing School	School After Project
K-6	K-6

Portables
0

Facility Condition Index (FCI)	
Current FCI	Future FCI
0.85	

School Utilization
70%

Design Capacity

Existing School		
K	E	S
20	350	0
School After Project		
K	E	S
20	350	0
Net Change		
K	E	S
0	0	0

Calculated Operating Capacity

Existing School		
K	E	S
19	299	0
School After Project		
K	E	S
19	295	0
Net Change		
K	E	S
0	-4	0

District Operating Capacity

Existing School		
K	E	S
0	0	0
School After Project		
K	E	S
0	0	0
Net Change		
K	E	S

Number of Classrooms

Existing School		
K	E	S
1	14	0
School After Project		
K	E	S
1	14	0
Net Change		
K	E	S
0	0	0

Source: CAPS

Primary Option: Full Replacement (Replace/Reno) - 150271 - Marie Sharpe Elementary

Project Rationale

Marie Sharpe Elementary is a high priority project for School District No. 27 as it is their oldest building with an averaged Facility Condition Index (FCI) of .85 (significantly worse than the provincial average FCI of 0.43). In addition, the school is a key asset to maintain enrolment for regular and District educational programs. The Marie Sharpe Elementary Project Request Factsheet is being forwarded to the Ministry as a priority to proceed with the recommended option of replacement of the existing buildings on the site.
Marie Sharpe Elementary is located at 260 Cameron Street, Williams Lake, BC. The one- and two-storey, wood-framed and stucco-clad building has a total area of 2691.96 m2 (excluding annex building). Initial construction was completed in 1949-50 with significant additions built in 1952, 1954, and 1959. The building has been maintained although there is significant deferred maintenance and previously identified concerns with mould propogation within the wood-framed crawlspace.

Marie Sharpe Elementary is the city core of Williams Lake, located along the north edge of the Central Business District, and it offers regular K-6 instruction with First Nations language instruction in Chilcotin and Shuswap. 70% of the student population of Marie Sharpe identifies as Indigenous. A new school build supporting these students and the community is also a massive part of reconciliation in creating a shared learning and cultural space. It also provides a Strong Start program. The District forecasts Marie Sharpe Elementary enrolment will remain relatively stable over the next 10 years. However, this is due to s significant number of students in the catchment area historically choosing to attend other schools, enrolment would increase significantly. Since 2018, 274 students have chosen out of catchment schools (2017/18- 69, 2018/19-72, 2018/20-45, 2020-21- 53, 2021/22- 35). It has only slowed due to there being no space in other schools. The Board is also engaging in policy work to prevent this in the future.
Nesika Elementary and Cataline Elementary are the other two schools in Williams Lake after fire destroyed Poplar Glade Elementary in April 2007 and Glendale Elementary was closed in July 2013. Both schools are over-capacity, with Nesika at 136% utilization and Cataline at 111% utilization. The district is working on catchment policy to return students to Marie and decrease enrolment at over capacity schools.

Renovating the existing Marie Sharpe Elementary School and site would be more expensive than constructing a replacement school complete with relocated playing fields, but the new construction option provides the following advantages:
• New Elementary School is sized to meet current and projected student populations resulting in reduced yearly operational costs;
• Adding additional daycare spaces (est. 50 spaces) to which supports rationale from the Williams Lake Childcare Needs Assessment Action Plan.
• Integrated mechanical and electrical systems provide increased control and energy efficiency;
• Displacement ventilation systems with low-velocity supply air near the floor increases user comfort and improves indoor air quality; this need has been amplified during the pandemic;
• Increased daylighting with elimination of glare (translucent panels) at gymnasium and entry hall;
• Increased after-hours use, with better access to gymnasium, washrooms, kitchen, and multi-purpose areas;
• Increased/improved School security;
• Increased separation of on-site parking and bus traffic;
• Better designed playfields with sensor-controlled irrigation and xeriscaping to reduce water consumption;

• No disruption to existing School during construction on adjacent play field; and still ample space for new play field area
• Lateral load risk would be eliminated as current lateral design criteria does not meet code therefore upgrading shear wall diaphragm and hold down elements would increase lateral load.
• Eliminates the requirement to install new firewall, elevator, ramp and exterior walls
• Additional funding for the project would be contributed by the School District from existing restricted and operational surplus. The Board is will be moving funds into the local capital to support additional capital needs or preferably, a new school build. We are also in the process of disposing of multiple properties.

Stakeholder Interaction/ Support

There is interest/support from multiple stakeholders within the district to create this educational space. Key stakeholders such as Williams Lake First Nations & City of Williams Lake have expressed support for the project. Multiple ministries have been involved as surplus District properties are desired for housing development by the City, as well as interest from WLFN for development/ historic land issues. Any district decisions with regard to land disposition need to support future school construction, however the competing interests regarding the property could be divisive and actually hinder other reconciliation efforts. All parties do support the need for the new school and are pursuing avenues that build the partnerships with regards to land use/development.

Scope of Work

The District is requesting to replace the existing Marie Sharpe Elementary School. The new building will be constructed on the adjacent playing field and when complete/occupied, the original building will be demolished and that portion of the site converted to provide new playing fields and parking lot.

Temporary Accommodation and Busing Plan

Not required as the replacement School will be constructed on the existing playing field with no impact to the current School.

Municipal Requirements

New School will be designed to achieve LEED Gold certification standards.

Discussions with the City of Williams Lake in 2008 when the original replacement School project construction documents were being prepared identified a requirement to provide new sidewalk and curbs to municipal standards along Comer Street at the north end of the Marie Sharpe School site (where currently only a dirt pathway exists).

Given the time lag, conversations with the City of Williams Lake, the Cariboo Regional District and other potential partners are ongoing.

Procurement Analysis

Objective	CM Points	CM Description	DB Points	DB Description	DBB Points	DBB Description
Cost Certainty	2	Fixed price contracts with subs. Owner assumes cost escalation risk under subs are tendered.	2	Fixed price contracts. Contractor assumes cost escalation risk, and may charge a premium for the risk.	2	Fixed price contracts. Contractor assumes cost escalation risk, change orders for unforeseen risk.
Competition is Maximized	3	CM assists in assessing and awarding sub-trades bids. Project scope can be adjusted to meet the budget. 222	3	The market must be broad enough to attract skilled market participants that are prepared to compete – may be problematic in a busy construction market.	1	Assessing bids is simpler because design approaches do not differ. Owner may pay a premium for change orders for unknowns.
Schedule and Timing	2	One-stage tendering, rather than two-stage process of DB (RDQ and RFP). Once subtrade tenders are complete, the project may be converted to CCDC-2.	2	Overall timeline for DB through to completion can be shorter provided that project planning is not significantly advanced (such as DBB detail design). May encourage timeline with penalty for missing schedule.	2	One-stage tendering, rather than two-stage process of DB (RDQ and RFP).
Asset Performance Throughout Life Cycle	3	CM may encourage savings through phasing, alternates, cost savings and shortcuts that don't reduce quality	0	DB may encourage contractor savings though shortcuts that result in poorer quality	2	District can select higher quality components resulting in a longer life expectancy and reduction in future capital expense
Innovation in Design	3	Leverage CM experience to achieve design parameters, constructability and phasing within budget constraints	2	Leverages more innovative market to achieve design parameters, where there is sufficient incentive and flexibility in the contract to encourage innovation. Limited control over stakeholder concerns.	1	Greater owner control over design details my not foster innovative approaches
Procurement Process, Flexibility, and Stakeholder Concerns	2	Performance requirements co-managed by owner and CM for high quality scope definition; district/CM have control over interpretation of plan	2	Performance requirements need a complete, high scope definition; district may have limited control over interpretation of the plan. Potential stakeholder issues.	2	Moderate changes to scope can occur.

Source: CAPS

Key Project Risks and Complexities are Managed and Mitigated	2	Complexity/risk co-managed by owner and CM with the size, skills and experience to manage them more cost effectively	3	Complexity/risk transferred to parties with the size, skills and experience to manage them more cost effectively; cost premium to assume the risk	0	Risk of architectural design flaws is held by the owner
Overall Value for Money	3	Early involvement of CM firm can keep construction costs under consideration during design and working drawings; giving advice on phasing and constructability.	3	Early involvement of construction firm can keep construction costs under consideration during design; contractor may charge a premium to take risk.	3	Designed with less input from construction expertise, may result in costly design elements. District can contract a CM to be involved through design to be the owner's representative ensuring construction expertise is included in the design.
TOTAL POINTS	20		17		13	

Long-Range Facilities Plan

Does the District have an LRFP currently in place?	Yes
Date Produced	2019-01-01
Description	• Marie Sharpe is currently the Board's number 1 request in the Districts 5 Year Capital Plan (replacement program). • The request includes provisions for K-6 (English),Strong Start, a daycare (Est 50 spaces). The new School would be a 300 student facility, factoring in potential growth • Continue to maintain the current facility for safety, security, and function until a new replacement is built. • Current enrolment is approx 190 students. However, as the district corrects catchment issues, enrolment will increase. This would be magnified by a new school build as currently in catchment families try to go elsewhere. • Current school capacity usage is at 78% not including a Strong Start center. • Look to fill this site to capacity before adding portables or opening closed space at schools in close proximity.
Date when the District will have a LRFP in place	
Is the proposed project identified in the LRFP as a future capital project need?	Yes
Describe how the LRFP supports the need for the proposed capital project	Currently the LRFP indicates a funding need of est. 5 millions dollars to support the funding needs analysis. There are multiple

	improvements required in areas surrounding Structural, Mechanical and Electrical required as indicated in the report and throughout the PRFS submission.

Options Analysis

Option: Replacement Marie Sharpe	
Submission Category	Replacement/Renovation
Project Type	Renovation (Replace/Reno)
Facility	Marie Sharpe Elementary
Total Option Cost	$0
Existing School Area	3,804m²
Proposed Construction Area	0m²
School Area After Project	3,804m²
Anticipated Option Start Year	2022/2023
Anticipated Occupancy Year	2024/2025
Option Rationale	N/A
Scope of Work	N/A
Temporary Accommodation and Busing Plan	
Municipal Requirements	

Capital Project Options

		2021/2022	2022/2023	2023/2024	2024/2025	2025/2026	2026/2027	2027/2028	2028/2029	2029/2030	2030/2031	2031/2032
150271 - Marie Sharpe Elementary												
	Change in Design	0	0	0	0	0	0	0	0	0	0	0
	Enrolment*	223	228	222	224	222	221	221	221	231	231	0
	International	-	0	0	0	0	0	0	0	0	0	0
	Design Capacity	345	345	345	345	345	345	345	345	345	345	345
	% Utilization	**65%**	**66%**	**64%**	**65%**	**64%**	**64%**	**64%**	**64%**	**67%**	**67%**	**0%**
	Total Surplus \ Shortfall	122	117	123	121	123	124	124	124	114	114	345

Source: CAPS

		2021/2022	2022/2023	2023/2024	2024/2025	2025/2026	2026/2027	2027/2028	2028/2029	2029/2030	2030/2031	2031/2032
Replacement Marie Sharpe - Marie Sharpe Elementary												
	Change in Design	0	0	0	0	0	0	0	0	0	0	0
	Enrolment*	223	228	222	224	222	221	221	221	231	231	-
	International	-	-	-	-	-	-	-	-	-	-	-
	Design Capacity	345	345	345	345	345	345	345	345	345	345	345
	% Utilization	**65%**	**66%**	**64%**	**65%**	**64%**	**64%**	**64%**	**64%**	**67%**	**67%**	**0%**
	Total Surplus\ - Shortfall	122	117	123	121	123	124	124	124	114	114	345

International Students are not included in Total numbers or other calculations

*In the above, if the enrolment cell in the current school year is highlighted in green, actual enrolment is being displayed. If blue, the values shown are projections.

SCHOOL DISTRICT NO.27 (CARIBOO-CHILCOTIN)
2022/23 Highlight projects
New/SEP/CNCP/BEP/Bus/Dem/OLS

Capital code / Description	Location	Action
MCFD – Dorm Renovation	Columneetza	RFP - Architectural services
New – School Replacement	Marie Sharpe	June 30th - Submission to major capital request
SEP – Unit Ventilator Upgrade	Peter Skene Ogden	Ready for Pre-Tender – supply chain
SEP – Geothermal Buffer Tank Upgrade	108 Mile Elementary	Ready for Pre-Tender – supply chain
CNCP - LED Upgrades	PSO, Tatla Lake	Beginning over summer – surplus from Previous CNCP
BEP - Playground Replacement	Dog Creek	Been Awarded – July 15th
BEP – Playground Replacement	Cataline	Currently on BC BID
AFG – Board Office Envelope/Roof	Board office	Bids awarded – July 11th Asbestos Removal
BUS – Bus Procurement	District Wide	Waiting for order to arrive from 2021 – short 4 buses

Key Points

LED Upgrades (CNCP)

- Conducting project in house.

Fire Suppression:

- Completed study in draft status

- Begin to plan school upgrades

DDC upgrades

- Language still being developed for RFP

Marie Sharpe

- HVAC / Plumbing upgrades
- Will continue to consult with Ministry and Engineers about how to upgrade mechanical systems

Naghtaneqed Hazardous Material Abatement

- In progress
- Soil to be removed June 8-10

Security System upgrades (AFG)

- FOB upgrades continuous - Pilot
- Camera upgrade – Paused
- P.A. system upgrade – In Research and Development

Naghtaneqed (AFG)

- **Envelope:** Exterior envelope Complete. Painting will begin this summer
- **Backup generator:** New C-can and generator are in operational. Some fuel system hook-up remains.

Anaheim (AFG)

- Trailer Park: Consultant report is completed. In house remedial work to build burms is complete.
- School location: Geotech has completed site visit. Waiting for report.

District Office Building

- Asbestos removal begins July 11th
    - Roofing
    - Siding
    - Windows

- Heaters

Backup Generator:

- Required after issue with holiday freezing uncovered our risk to environmental hazards
- Required 60 KW – 3 phase unit
- Has been procured – implementing plug and play system and load report

Horsefly/Dog Creek/Big Lake:

- Furnace replacement
- Begins in end of June

Horsefly:

- Water system upgrade
- Begin in August when table is lower

Board of Education of
School District No. 27 (Cariboo-Chilcotin)

P: 250.398.3833
F: 250.392.3600
350 Second Avenue N
Williams Lake, BC V2G 1Z9

EDUCATION COMMITTEE MEETING REPORT

June 15, 2021 (4:04 – 6:11p.m.)

Trustees in Attendance: Anne Kohut, Willow Macdonald (4:09pm), Linda Martens,

Attending via Teams: Ciel Patenaude, Assistant Superintendent Cheryl Lenardon

Absent: Alexis Walch, Mary Forbes Angie Delaney

Staff: Superintendent Chris van der Mark**,** Directors of Instruction Sean Cameron, Dean Coder, and Executive Assistant Jodi Symmes

Agenda Item	Notes	Action
Acknowledgement of Traditional Territory		
1. May 11, 2022, Committee Report	The committee reviewed the report and recommended no changes.	None.
2. Innovation Projects	Superintendent van der Mark provided an update on the year end Innovation Projects Grants. Presentations were given by Tatla Lake – Kimberley Ikebuchi, Big Lake – Sari Small / Michelle Roberts, Marie Sharpe – Tracy Walton & Mariane, Horse Lake – Lisa Pugh, Nesika – Holly Zurak & Amy Kolinsky, Holly Zurak presented for Allison Bos, who was not able to attend.	Information only.
3. School Plans for Learner Success	District Principal Mr. Cameron provided an update on the Key Data sets that were used in the school plans. This finalized content will be a starting point for the 2022-2023 draft plans that are submitted to the board for approval in the fall.	Information only.
4. Proposed Future meeting dates	Executive Assistant brought forward a draft calendar meeting schedule for the 2022-2023 year.	Information only.

Proposed Future Meeting Dates:

MEETING	DATE	TIME	LOCATION
Education Committee	September 14, 2022	4:00 p.m.	Board Office
Education Committee	October 12, 2022	4:00 p.m.	Board Office
Education Committee	November 9, 2022	4:00 p.m.	Board Office
Education Committee	December 14, 2022	4:00 p.m.	Board Office
Education Committee	January 11, 2023	4:00 p.m.	Board Office

DRAFT

Education Committee	February 15, 2023	4:00 p.m.	Board Office
Education Committee	March 15, 2023	4:00 p.m.	Board Office
Education Committee	April 12, 2023	4:00 p.m.	Board Office
Education Committee	May 10, 2023	4:00 p.m.	Board Office
Education Committee	June 14, 2023	4:00 p.m.	Board Office