Central Okanagan Public Schools
Together We Learn

PLANNING AND FACILITIES COMMITTEE
PUBLIC MEETING
AGENDA

Wednesday, May 6, 2020, 6:00 pm
Via Zoom
Public Link - https://sd23.zoom.us/j/98285856627

The Central Okanagan Board of Education acknowledges that this meeting is being held on the unceded, Traditional Territory of the Okanagan People.

Pages

1. AGENDA

   Additions/Amendments/Deletions

2. REPORTS/MATTERS ARISING

   2.1 Planning and Facilities Committee Public Meeting Report - March 4, 2020 5

   (Attachment)

3. PUBLIC QUESTION/COMMENT PERIOD

   Due to this meeting occurring via Zoom, please email your questions/comments to Ryan.Stierman@sd23.bc.ca and include your first and last name.

4. COMMITTEE MEMBERS QUERIES/COMMENTS

5. DISCUSSION/ACTION ITEMS

5.1 Annual Capital Plan Submission - Capital Bylaw No. 2020/21-CPSD23-01 9

(Attachment)

STAFF RECOMMENDATIONS:

THAT: The Planning and Facilities Committee recommends to the Board:

THAT: The Board of Education give first, second and third readings to Capital Plan Bylaw No. 2020/21 – CPSD23-01.

THAT: Capital Plan Bylaw No. 2020/21 – CPSD23-01 be read a first, second and third time, passed and adopted.

5.2 Enhancement Agreement - Helen Gorman Elementary Outdoor Classroom 17

(Attachment)

STAFF RECOMMENDATION:

THAT: The Planning and Facilities Committee recommends to the Board:

THAT: The Board of Education enter into an Enhancement Agreement with Helen Gorman Elementary School for the Outdoor Classroom, outlined in Appendix B, as attached to the Agenda and presented at the May 6, 2020 Planning and Facilities Committee Meeting.

5.3 Enhancement Agreement - Constable Neil Bruce Middle School Climbing Structure 38

(Attachment)

STAFF RECOMMENDATIONS:

THAT: The Planning and Facilities Committee recommends to the Board:

THAT: The Board of Education enter into an Enhancement Agreement with the Constable Neil Bruce Middle School PAC for the purchase and installation of a new climbing structure, as attached to the Agenda, and as presented at the May 6, 2020 Planning and Facilities Committee meeting.

THAT: The Board of Education approve a $57,734.45 loan be provided to the Constable Neil Bruce School PAC to assist with the purchase and installation of a new climbing structure, as attached to the Agenda, and as presented at the May 6, 2020 Planning and Facilities Committee meeting.

6. DISCUSSION/INFORMATION ITEMS

6.1 2021-2022 Capital Plan - Draft 56

(Attachment)

6.2 Transportation Services Update 61

(Attachment)

7. COMMITTEE CORRESPONDENCE

8. ITEMS REQUIRING SPECIAL MENTION

9. RECOMMENDATIONS/REFERRALS TO THE BOARD/COORDINATING COMMITTEE/OTHER COMMITTEES

10. ITEMS FOR FUTURE PLANNING AND FACILITIES COMMITTEE MEETINGS

- School Bus Safety Including: Seat Belts

September

- Summer Projects Update

October

- Annual Integrated Pest Management Report

January

- Annual Review of Committee's Mandate, Purpose and Function

February

- Annual Facility Grant (AFG) Plan

May

- Transportation Update

June

- Capital Plan Submission
- Energy & Sustainability Presentation

11. FUTURE PLANNING AND FACILITIES COMMITTEE MEETINGS

All meetings start at 6:00 pm unless otherwise noted.

June 3, 2020

August 19, 2020 at 4:00 pm (TBC)

October 7, 2020 and November 4, 2020

12. MEDIA QUESTIONS

Due to this meeting occurring via Zoom, please email your media questions to Ryan.Stierman@sd23.bc.ca and include your first and last name as well as the media outlet you represent for the record.

13. ADJOURNMENT

Central Okanagan Public Schools
Together We Learn

CENTRAL OKANAGAN PUBLIC SCHOOLS - BOARD COMMITTEE REPORT

Planning and Facilities Committee
Public Meeting

Wednesday, March 4, 2020, 4:00 pm
School Board Office
1040 Hollywood Road S
Kelowna, BC

Board of Education:	Trustee C. Desrosiers, Chairperson Trustee R. Cacchioni, Committee Member Trustee J. Fraser, Committee Member Trustee M. Baxter
Staff:	Mitch Van Aller, Director of Operations Ryan Stierman, Secretary-Treasurer/CFO David Widdis, Planning Manager Terry Beaudry, Deputy Superintendent of Schools *(arrived at 4:10 pm)* Michelle DesRochers, Executive Assistant (recorder)
Absent:	Kevin Kaardal, Superintendent of Schools/CEO Stuart Kamstra, Assistant Director of Operations
Partner Groups:	Susan Bauhart, COTA President David Tether, CUPE President Cherylee Morrison, COPAC President Ryan Ward, COPVPA Middle School Representative

There were no representatives from the District Student Council.

The Central Okanagan Board of Education acknowledged that this meeting was being held on the unceded, Traditional Territory of the Okanagan People.

AGENDA

March 4, 2020 Committee Agenda - approved as presented.

REPORTS/MATTERS ARISING

Planning and Facilities Committee Public Meeting Report - February 5, 2020

February 5, 2020 Committee Report - received as distributed.

DRAFT

PUBLIC QUESTION/COMMENT PERIOD

Bruce Hedmann: Mr. Hedmann, on behalf of Emily Cederholm, expressed concerns on the proposal to eliminate bus route 314 - South Kelowna to École Casorso Elementary School and requested that the Committee reconsider the proposal.

4:10 pm: The Deputy Superintendent of Schools joined the meeting.

Harmony Bjarnason: Ms. Bjarnason also expressed concerns on the proposal to eliminate bus route 314 - South Kelowna to École Casorso Elementary School and requested that the Committee reconsider the proposal.

DISCUSSION/ACTION ITEMS

Review of School of Choice Bus Runs

The Secretary-Treasurer/CFO shared that on the February 26, 2020 the Board of Education reaffirmed in policy that transportation will not be provided to a school or program of choice outside a student's English catchment area, unless approved by the Board. There were two routes that were approved last year, subject to review once the work of the Transportation Task Force was completed.

The Secretary-Treasurer/CFO stated that the school of choice runs on bus routes 314 and 320 were recommended to not continue due to equity and financial concerns. The proposed continuation of the shuttle from École George Pringle Elementary to École Glenrosa Middle was recommended to continue for next school year as it is required to serve English catchment students and has capacity to accommodate French Immersion students at no additional cost to the District.

The Committee discussed the history of the three bus runs identified that are transporting student's to a school or program of choice and requested additional historical information be brought forward to the March 11, 2020 Public Board Meeting.

Outcomes

The Planning and Facilities Committee recommended to the Board:

> **THAT: The Board of Education approve the continuation of the accommodation of French Immersion students travelling from École George Pringle Elementary to École Glenrosa Middle as eligible riders on a bus route for the 2020-2021 school year.**
>
> **THAT: The Board of Education approve the elimination of the South Kelowna to École Casorso Elementary run on Route 314.**

The Planning and Facilities Committee moved:

> **THAT: The decision on the elimination of the Upper Mission to École Dorothea Walker Elementary run on Route 320 be deferred to the March 11, 2020 Public Board Meeting and that staff provide historical information on the run.**

DRAFT

DISCUSSION/INFORMATION ITEMS

ALC Decision - Sports Fields for George Elliot Secondary and H.S. Grenda Middle Schools

The Director of Operations shared that the Agricultural Land Commission (ALC) approved the configuration of the sports fields for George Elliot Secondary and H.S. Grenda Middle Schools, including the addition of a gravel track around the larger sports field's perimeter. Currently, the track is a grass field and funding for the gravel track will need to be considered in future budget discussions.

RECOMMENDATIONS/REFERRALS TO THE BOARD/COORDINATING COMMITTEE/OTHER COMMITTEES

March 11, 2020 Public Board Meeting

- Review of School of Choice Bus Runs (Action Item)

ITEMS FOR FUTURE PLANNING AND FACILITIES COMMITTEE MEETINGS

- *School Bus Safety Including: Seat Belts*

September

- Summer Projects Update

October

- Annual Integrated Pest Management Report

January

- Annual Review of Committee's Mandate, Purpose and Function

February

- Annual Facility Grant (AFG) Plan

May

- Transportation Update
- Capital Plan Submission

June

- Energy & Sustainability Presentation

FUTURE PLANNING AND FACILITIES COMMITTEE MEETINGS

All meetings start at 6:00 pm unless otherwise noted.

April 1, 2020, May 6, 2020, June 3, 2020

August 19, 2020 at 4:00 pm (TBC)

October 7, 2020 and November 4, 2020

DRAFT

MEDIA QUESTIONS
There were no media representatives present at the time of this agenda item.

ADJOURNMENT
The meeting adjourned at 4:52 pm

Questions - Please Contact:

Trustee Desrosiers, Chairperson at 250-718-6303 or Chantelle.Desrosiers@sd23.bc.ca

Mitch Van Aller, Director of Operations at 250-870-5150 or Mitch.Vanaller@sd23.bc.ca

_____
Chantelle Desrosiers, Chairperson

DRAFT

Central Okanagan Public Schools
Together We Learn

CENTRAL OKANAGAN PUBLIC SCHOOLS
1040 Hollywood Road South, Kelowna, BC V1X 4N2
Tel. (250) 860-8888, Fax (250) 870-5056, www.sd23.bc.ca

Memorandum

Date: March 27, 2020
To: Planning and Facilities Committee
From: Mitch Van Aller, Director of Operations
Prepared By: David Widdis, Planning Manager

Action Item: Annual Capital Plan Submission - Capital Plan Bylaw No. 2020/21-CPSD23-01

1.0 ISSUE STATEMENT

The Ministry of Education provided their written response to the 2020/21 Capital Plan submitted in June 2019. The response identifies the next steps for supported projects and bus acquisitions/replacements.

2.0 RELEVANT BOARD MOTION/DIRECTION

Main 19P-100	THAT: The Board of Education approve the Capital Plan Resolution for the 2020/2021 Capital Plan as outlined on the attached summary, as attached to the Agenda, and presented at the June 12, 2019 Public Board Meeting.

3.0 BACKGROUND

The Board of Education is to adopt a single capital bylaw for it's approved 2020/21 Capital Plan, in accordance with section 143 (1) of the School Act after the School District has received the Capital Plan Response Letter from the Ministry.

Individual capital bylaws for each supported capital project are no longer required, only a single capital bylaw is required that encompasses all capital projects included in the Ministry's Capital Plan Response Letter.

The Ministry of Education response letter to our 2019/20 Capital Plan submission of June 2019 is attached to this schedule and the Board is now required to pass a Bylaw to allow for the School District to access the funding outlined in the letter.

4.0 POINTS FOR CONSIDERATION

None.

5.0 OPTIONS FOR ACTION

5.1 Recommend that the Board of Education adopt the Capital Plan Bylaw.
5.2 Provide alternate direction to staff.

6.0 FOLLOW-UP/REVIEW

None.

7.0 DIRECTOR'S COMMENTS

This Bylaw is part of usual business practice as outlined in the Capital Plan Submission Guidelines and should be processed as recommended. Failure to approve the Bylaw would result in loss of funding.

8.0 STAFF RECOMMENDATIONS

THAT: The Planning and Facilities Committee recommends to the Board:

THAT: The Board of Education give first, second and third readings to Capital Plan Bylaw No. 2020/21 – CPSD23-01.

THAT: Capital Plan Bylaw No. 2020/21 – CPSD23-01 be read a first, second and third time, passed and adopted.

9.0 APPENDICES

A. Ministry of Education Capital Response Plan
B. Capital Plan Bylaw No. 2020/21 – CPSD23-01

BRITISH COLUMBIA

March 6, 2020

Ref: 218161

To: Secretary-Treasurer and Superintendent
School District No. 23 (Central Okanagan)

Capital Plan Bylaw No. 2020/21-CPSD23-01

Re: Ministry Response to the Annual Five-Year Capital Plan Submission for 2020/21

This letter is in response to your School District's 2020/21 Annual Five-Year Capital Plan submission, submitted to the Ministry prior to June 30, 2019, and provides direction for advancing supported and approved capital projects.

The Ministry has reviewed all 60 school districts' Annual Five-Year Capital Plan submissions to determine priorities for available capital funding in the following programs:

- Seismic Mitigation Program (SMP)
- Expansion Program (EXP)
- Replacement Program (REP)
- Site Acquisition Program (SAP)
- Rural District Program (RDP)
- School Enhancement Program (SEP)
- Carbon Neutral Capital Program (CNCP)
- Building Envelope Program (BEP)
- Playground Equipment Program (PEP)
- Bus Acquisition Program (BUS)

Below you will see the major capital projects supported to proceed with Concept Plans* as well as minor capital projects from the Ministry's 2020/21 annual capital programs that are approved for funding and are able to proceed to procurement.

*Concept Plan approval is a new step required before a Project Definition Report (PDR) will be supported. Your respective Regional Director or Planning Officer will provide you with more information if you have major capital project supported to proceed to a Concept Plan.

Ministry of Education

Capital Management Branch
Resource Management Division

Mailing Address:
PO Box 9151 Stn Prov Govt
Victoria BC V8W 9H1

Location:
5th Floor, 620 Superior St
Victoria BC V8V 1V2

MAJOR CAPITAL PROJECTS (SMP, EXP)

New Projects

Project #	Project Name	Project Type	Next Steps
128115	Wilden Area Site	Site Acquisition	Provide draft business case by September 30, 2020

Note: Follow-up meetings will be scheduled by your respective Regional Director or Planning Officer to confirm scope, schedule, and budget details and the terms of project approval for the projects listed above including steps regarding the preparation of the business case. Also note that Capital Project Funding Agreements (CPFA) are not issued until after all other required supporting documentation is received, reviewed and approved for funding by the Ministry.

Projects in Development from Previous Years

Project #	Project Name	Project Type
127794	Westside Secondary	New School
127795	Westside Secondary Site	Site Acquisition

Note: If you do not see your major capital project(s) listed in the table(s) above the Ministry does not support the development of a concept plan or business case.

MINOR CAPITAL PROJECTS (SEP, CNCP, BEP, PEP, BUS)

New projects for SEP, CNCP, BEP, PEP

Facility Name	Program Project Description	Amount Funded by Ministry	Next Steps & Timing
Mount Boucherie Secondary	CNCP - Lighting - Electrical system upgrades	$538,000	Proceed to design, tender and construction. Project is to be completed by March 31, 2021.
A.S. Matheson Elementary, South Rutland Elementary	SEP - Mechanical Upgrades - HVAC upgrades	$1,100,000	Proceed to design, tender and construction. Project is to be completed by March 31, 2021.
Chief Tomat Elementary	PEP - New - Universally Accessible Playground Equipment	$125,000	Proceed to design, tender and construction. Project is to be completed by March 31, 2021.

North Glenmore Elementary	PEP - New - Universally Accessible Playground Equipment	$125,000	Proceed to design, tender and construction. Project is to be completed by March 31, 2021.

New projects for BUS

Existing Bus Fleet #	New Bus Type	Amount Funded by Ministry	Next Steps & Timing
8235	C 76 with 0 wheelchair spaces	$141,483	Proceed to ordering the school bus(es) between March 4, 2020 and May 4, 2020 from the list of approved vendors available through the Bus Standing Offer portal on the ASTSBC website at http://www.astsbc.org
22310	C 76 with 5 wheelchair spaces	$156,173	Proceed to ordering the school bus(es) between March 4, 2020 and May 4, 2020 from the list of approved vendors available through the Bus Standing Offer portal on the ASTSBC website at http://www.astsbc.org
7234A	C 76 with 0 wheelchair spaces	$141,483	Proceed to ordering the school bus(es) between March 4, 2020 and May 4, 2020 from the list of approved vendors available through the Bus Standing Offer portal on the ASTSBC website at http://www.astsbc.org
7235A	C 76 with 0 wheelchair spaces	$141,483	Proceed to ordering the school bus(es) between March 4, 2020 and May 4, 2020 from the list of approved vendors available through the Bus Standing Offer portal on the ASTSBC website at http://www.astsbc.org

7236A	C 76 with 0 wheelchair spaces	$141,483	Proceed to ordering the school bus(es) between March 4, 2020 and May 4, 2020 from the list of approved vendors available through the Bus Standing Offer portal on the ASTSBC website at http://www.astsbc.org
7238A	C 76 with 0 wheelchair spaces	$141,483	Proceed to ordering the school bus(es) between March 4, 2020 and May 4, 2020 from the list of approved vendors available through the Bus Standing Offer portal on the ASTSBC website at http://www.astsbc.org
7239A	C 76 with 0 wheelchair spaces	$141,483	Proceed to ordering the school bus(es) between March 4, 2020 and May 4, 2020 from the list of approved vendors available through the Bus Standing Offer portal on the ASTSBC website at http://www.astsbc.org

Note: An Annual Programs Funding Agreement (APFA) accompanies this Capital Plan Response Letter which outlines specific Ministry and Board related obligations associated with the approved Minor Capital Projects for the 2020/21 fiscal year as listed above.

In accordance with Section 143 of the *School Act*, Boards of Education are required to adopt a single Capital Bylaw (using the Capital Plan Bylaw No. provided at the beginning of this document) for its approved 2020/21 Five-Year Capital Plan as identified in this Capital Plan Response Letter. For additional information, please visit the Capital Bylaw website at:

https://www2.gov.bc.ca/gov/content/education-training/k-12/administration/capital/planning/capital-bylaws

The Capital Bylaw and the APFA must be signed, dated and emailed to Ministry Planning Officer Ravnit Aujla at Ravnit.Aujla@gov.bc.ca as soon as possible. Upon receipt the Ministry will issue Certificates of Approvals as defined in the APFA.

With the 2020/21 Capital Plan process now complete, the Capital Plan Instructions for the upcoming 2021/22 Annual Five-Year Capital Plan submission process (with supplementary intake spreadsheets) will be provided within the next few weeks. These plans are to be submitted to the Ministry no later than June 30, 2020.

Please contact your respective Regional Director or Planning Officer as per the Capital Management Branch Contact List with any questions regarding this Capital Plan Response Letter or the Ministry's capital plan process.

Sincerely,



Joel Palmer, Executive Director
Capital Management Branch

pc: Rachelle Ray, Director, Capital Projects Unit, Capital Management Branch
Michael Nyikes, Director, Capital Programs Unit, Capital Management Branch
Ravnit Aujla, Planning Officer, Capital Management Branch
Rob Drew, Regional Director, Capital Management Branch
Rosa Cutler, Planning Officer, Capital Management Branch

APPENDIX B

CAPITAL BYLAW NO. 2020/21-CPSD23-01
CAPITAL PLAN 2020/21

WHEREAS in accordance with section 142 of the *School Act*, the Board of Education of School District No. 23 (Central Okanagan) (hereinafter called the "Board") has submitted a capital plan to the Minister of Education (hereinafter called the "Minister") and the Minister has approved the capital plan or has approved a capital plan with modifications,

NOW THEREFORE in accordance with section 143 of the *School Act*, the Board has prepared this Capital Bylaw and agrees to do the following:

(a) Authorize the Secretary-Treasurer to execute a capital project funding agreement(s) related to the capital project(s) contemplated by the capital plan or the capital plan with modifications;

(b) Upon ministerial approval to proceed, commence the capital project(s) and proceed diligently and use its best efforts to complete each capital project substantially as directed by the Minister;

(c) Observe and comply with any order, regulation, or policy of the Minister as may be applicable to the Board or the capital project(s); and,

(d) Maintain proper books of account, and other information and documents with respect to the affairs of the capital project(s), as may be prescribed by the Minister.

NOW THEREFORE the Board enacts as follows:

1. The Capital Bylaw of the Board for the 2020/21 Capital Plan as approved by the Minister, to include the supported capital project(s) specified in the letter addressed to the Secretary-Treasurer and Superintendent, dated March 6, 2020, is hereby adopted.

2. This Capital Bylaw may be cited as Central Okanagan Capital Bylaw No.2020/21 – CPSD23-01

READ A FIRST TIME THE__DAY OF MAY, 2020;
READ A SECOND TIME THE __ DAY OF MAY, 2020;
READ A THIRD TIME, PASSED AND ADOPTED THE __DAY OF MAY, 2020.

_____
Board Chair

APPLY CORPORATE SEAL

_____
Secretary-Treasurer

I HEREBY CERTIFY this to be a true and original School District No. 23 (Central Okanagan) Capital Bylaw No.2020/21 – CPSD23-01 adopted by the Board the __day of May, 2020.

_____
Secretary-Treasurer

Central Okanagan Public Schools
Together We Learn

CENTRAL OKANAGAN PUBLIC SCHOOLS
685 Dease Road, Kelowna, BC V1X 4A4
Tel. (250) 870-5150, Fax (250) 870-5094
Email: Operations.Department@sd23.bc.ca

Memorandum

Date: May 1, 2020
To: Planning and Facilities Committee
From: Mitch Van Aller, Director of Operations

Action Item: **Enhancement Agreement – Helen Gorman Elementary Outdoor Classroom**

1.0 ISSUE STATEMENT

Helen Gorman Elementary Parent Advisory Council (PAC) wishes to install an Outdoor Classroom and enter into an Enhancement Agreement with the Board of Education.

2.0 RELEVANT BOARD MOTION/DIRECTION

The Board requires that an inventory of all existing exterior enhancements in the District be provided as background for each new enhancement brought forward for Board approval.

3.0 BACKGROUND

Helen Gorman Elementary School has been working with students, staff and the PAC for enhancements over the last few years. Helen Gorman Elementary would like to install an Outdoor Classroom consisting of a mud kitchen, sandbox and pebble box, whiteboards, bridge and walking planks, stage, bench's in front of stage and round stump tables with stump seats.

4.0 POINTS FOR CONSIDERATION

1. Maintenance will be minimal.
2. School will maintain, replace, repair or remove the Outdoor Classroom.

5.0 OPTIONS FOR ACTION

1. Approve Enhancement Agreement – Helen Gorman Elementary Outdoor Classroom.
2. Do not approve Enhancement Agreement – Helen Gorman Elementary Outdoor Classroom.
3. Request additional information.

6.0 FOLLOW-UP/REVIEW

Following approval from the Board of Education and all funding secured by Helen Gorman Elementary School PAC, the project would proceed.

7.0 DIRECTOR'S COMMENTS

No jurisdiction agreement is required with CUPE Local 3523 as work will be carried out by the District's maintenance staff.

8.0 STAFF RECOMMENDATION

THAT: The Planning and Facilities Committee recommends to the Board:

> **THAT: The Board of Education enter into an Enhancement Agreement with Helen Gorman Elementary School for the Outdoor Classroom, outlined in Appendix B, as attached to the Agenda and presented at the May 6, 2020 Planning and Facilities Committee Meeting.**

9.0 APPENDICES

A. Project Costs – Quotes and Summary Page
B. Enhancement Agreement
C. PAC Meeting Minutes/Motion to Approve
D. Sketch of garden location
E. Project Plan and Scope of Work

Helen Gorman Outdoor Classroom - Phase 1
Updated on April 15, 2020

Project Item	Quote #	SD 23 Low Costs	SD23 High Costs	Other Costs
PHASE 1				
One 10 Foot Mud Kitchen with 3 sinks *	Muddy Monkey Kitchens			$1,400
One 10 Foot Mud Kitchen with 3 sinks *	Muddy Monkey Kitchens			$1,400
Four Cedar Play houses *	Muddy Monkey Kitchens			$3,800
Cedar A-frame structure 6X6X8 *	Muddy Monkey Kitchens			$1,200
Arched Bridge 8ft *	Muddy Monkey Kitchens			$1,150
Mud Kitchen Installation (Labour Only) '- Quote does not include cost of materials.	1.1	$470	$670	Refer to costs above from Muddy Monkey Kitchens
Sandbox and Pebble Box (Supplied and Installed by SD23 Own Forces)	1.2	$1,750	$1,950	
Whiteboards (Supplied and Installed by SD23 Own Forces)	1.3	$1,155	$1,355	
Bridge and Walking Planks (Labour Only) '- Quote does not include cost of materials.	1.4	$450	$650	Refer to costs above from Muddy Monkey Kitchens
Totals		**$3,825**	**$4,625**	**$8,950**
Grand Total (High Costs)				**$13,575**

* HGES to provide diagrams or photos of all items assembled off site. SD23 Operations to review prior to construction.

SCHOOL DISTRICT NO. 23
CENTRAL OKANAGAN
"Together We Learn"

OPERATIONS
685 Dease Road, Kelowna, BC V1X 4A4
Ph: 250.870.5153
Fax: 250.870.5091

QUOTATION

Date:	March 3, 2020	WO#:	TBD
School:	HELEN GORMAN ELEMENTARY		

PROJECT DESCRIPTION: MUD KITCHEN – QUOTE # 1.1

Material Costs: $ 170.00
Labour Costs: $ 400.00

NOTE: ** KITCHEN BUILT OFF SITE BY OTHERS, THIS QUOTE DOES NOT INCLUDE COST OF KITCHEN

Approved:	☑
Not Approved:	☐

Please check Approved or Not Approved. The School Administrator must sign this quote before sending it to Operations.

Email: operations.accounts@sd23.bc.ca

For our Quote / Estimate system, we give high/low range estimates, your project should fall within these numbers.

Estimated Cost Range:	**Low $ 470.00**	**High $ 670.00**
Estimators Initials:	RL/MD/KK	

All Quotes / Estimates are valid for 90 days.

Administrative Officer Signature:		
	Account No.: 10.1.02.59595.0031	
	Date:	March 6, 2020

SCHOOL DISTRICT NO. 23
CENTRAL OKANAGAN
"Together We Learn"

OPERATIONS
685 Dease Road, Kelowna, BC V1X 4A4
Ph: 250.870.5153
Fax: 250.870.5091

QUOTATION

Date:	**March 3, 2020**	**WO#:**	**TBD**
School:	**HELEN GORMAN ELEMENTARY**		

PROJECT DESCRIPTION: SANDBOX AND PEBBLE BOX – QUOTE # 1.2

Material Costs: $ 1150.00
Labour Costs: $ 700.00

Approved:	☑
Not Approved:	☐

Please check Approved or Not Approved. The School Administrator must sign this quote before sending it to Operations.

Email: operations.accounts@sd23.bc.ca

For our Quote / Estimate system, we give high/low range estimates, your project should fall within these numbers.

Estimated Cost Range:	**Low $ 1750.00**	**High $ 1950.00**
Estimators Initials:	RL/MD/KK	

All Quotes / Estimates are valid for 90 days.

Administrative Officer Signature:	Chris Cass
	Account No.: 10.1.02.59595.00[3]1
	Date: March 6, 2020

SCHOOL DISTRICT NO. 23
CENTRAL OKANAGAN
"Together We Learn"

OPERATIONS
685 Dease Road, Kelowna, BC V1X 4A4
Ph: 250.870.5153
Fax: 250.870.5091

QUOTATION

Date:	**March 3, 2020**	**WO#:**	**TBD**
School:	**HELEN GORMAN ELEMENTARY**		

PROJECT DESCRIPTION: WHITEBOARDS – QUOTE # 1.3

Material Costs: $ 855.00
Labour Costs: $ 400.00

Approved:	☑
Not Approved:	☐

Please check Approved or Not Approved. The School Administrator must sign this quote before sending it to Operations.

Email: operations.accounts@sd23.bc.ca

For our Quote / Estimate system, we give high/low range estimates, your project should fall within these numbers.

Estimated Cost Range:	**Low $ 1155.00**	**High $ 1355.00**
Estimators Initials:	RL/MD/KK	

All Quotes / Estimates are valid for 90 days.

Administrative Officer Signature:	CMO Cost
	Account No.: 10.1.02.59595.00351
	Date: March 6, 2020

SCHOOL DISTRICT NO. 23

CENTRAL OKANAGAN
"Together We Learn"

OPERATIONS
685 Dease Road, Kelowna, BC V1X 4A4
Ph: 250.870.5153
Fax: 250.870.5091

QUOTATION

Date:	**March 3, 2020**	**WO#:**	**TBD**
School:	**HELEN GORMAN ELEMENTARY**		

PROJECT DESCRIPTION: BRIDGE AND WALKING PLANKS – QUOTE # 1.4

Material Costs: $ 50.00
Labour Costs: $ 500.00

****MATERIAL (BRIDGE AND PLANKS) TO BE SUPPLIED BY OTHERS, THIS QUOTE DOES NOT INCLUDE COST OF THESE ITEMS.**

Approved:	☑
Not Approved:	☐

Please check Approved or Not Approved. The School Administrator must sign this quote before sending it to Operations.

Email: operations.accounts@sd23.bc.ca

For our Quote / Estimate system, we give high/low range estimates, your project should fall within these numbers.

Estimated Cost Range:	**Low $ 450.00**	**High $ 650.00**
Estimators Initials:	RL/MD/KK	

All Quotes / Estimates are valid for 90 days.

Administrative Officer Signature:		
	Account No.: 10.1.02.59595.00 3 1	
	Date:	March 6, 2020

Appendix B

SCHOOL SITE, FACILITIES OR EQUIPMENT ENHANCEMENT PROJECT

Helen Gorman Elementary School

SCHOOL ENHANCEMENT PROJECT FUNDING AGREEMENT

THIS AGREEMENT made as of the 16 day of April , 2020 .

BETWEEN:

THE BOARD OF EDUCATION OF SCHOOL DISTRICT No. 23 (CENTRAL OKANAGAN), having an office at 1040 Hollywood Road S., Kelowna, British Columbia (hereinafter called the "School Board")

AND:

THE Helen Gorman Elementary School
(hereinafter called the "Funding Agency")

WHEREAS:

A. The Funding Agency wishes to apply its independently obtained funding to assist Helen Gorman Elementary school in achieving School Enhancement Projects described in the Schedules attached hereto (the "School Enhancement Project").

B. The School Board agrees that each School Enhancement Project described in the Schedules is appropriate for the School and provides a significant and desirable benefit to the students of the School.

C. The School Board has advised the Funding Agency that its budget priorities and requirements prevent the ongoing allocation by the School Board of funds for the necessary staff training, operation and / or maintenance of each School Enhancement Project during the life of the enhancement and has requested the Funding Agency to fund, on an annual basis, the training, operating costs, maintenance and repairs necessary for the use of the enhancement by the students, staff or others at the School.

NOW THEREFORE in consideration of the School Board accepting the School Enhancement Project from the Funding Agency, and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the parties agree as follows:

1. The Funding Agency, from its own resources, agrees to fund the capital cost of each School Enhancement Project described in the Schedules for installation at the named School.

2. The School Board agrees to assign all personnel necessary to supervise, install and maintain the School Enhancement project at the School, in compliance with its Collective Agreement(s), and at the cost of the funding agency, as detailed herein.

3. The Funding Agency further agrees to provide annually, such funds as determined by the School Board, acting reasonably, that may be required for the staff training, operation, maintenance and repair of the School Enhancement Project to ensure that it can be utilized in a safe, efficient and continuous manner by District students, staff and others, for the life of the School Enhancement Project.

4. The School Board, through its administrative personnel shall determine the standard and schedule of maintenance and repair work, and shall inspect, maintain and repair the enhancement on a regular basis in order to limit any liability to the School Board arising out of the use of the School Enhancement Project by the staff, students, or other persons at the School.

5. Upon accepting the School Enhancement Project the School Board assumes the liability associated with the project and agrees to save harmless the Funding Agency.

6. The School Board shall provide the Funding Agency with any estimated costs of operating, monitoring, maintenance and repair for the next school year annually, on or before May 1st in each year, during the life of the Project. The Funding Agency shall pay over to the School Board, the required funds by July 1st of the same calendar year.

7. In the event that the Funding Agency is unwilling or unable to provide the necessary funds for the operation, maintenance and repair of any School Enhancement project, the School Board may, at its sole option, decommission the Project, dismantle and dispose of any remaining assets, and retain any residual value from the Project as it sees fit, upon ninety (90) days written notice to the Funding Agency.

8. The School Board agrees that any breach by the Funding Agency of its obligation to fund the required costs associated with the use of a School Enhancement Project shall not be considered the personal obligation of an individual member of the Funding Agency or its executive or directors, and shall be limited to the current cash resources of the Funding Agency, notwithstanding the operation of any law to the contrary.

9. This Agreement shall only be binding upon the School Board upon the passage of a resolution by the School Board and upon the Funding Agency upon the approval by a resolution at a general meeting of the members of the Funding Agency, authorizing the executive of the Funding Agency to enter into the Agreement.

IN WITNESS WHEREOF the parties have hereunto executed this Agreement in the presence of their duly authorized signing officers on that behalf the day and year first above written.

THE BOARD OF EDUCATION OF SCHOOL DISTRICT No. 23, (CENTRAL OKANAGAN) by its authorized signatory:

Secretary Treasurer/Assistant Superintendent

THE Helen Gorman Elementary School
by its authorized signatory(ies):

Name: PAC President (Jaclyn Jaeger)

Name: Principal (Rob Aviani)

legal\school enhancement contract

Helen Gorman Elementary
General Meeting Agenda
March 4, 2020

1. **Welcome and Introductions:** Jaclyn, Linda, Erin, Alicia, Diane, Sam, Carrie, Hailey, Anna, Alisha, and Shannon
2. **Approval of January 2020 minutes:** Shannon approves
3. **Treasurer's Report**
    a. General Account: $ 37581.73
    b. Gaming Account: $ 4770.19
    c. Gymnastics is about to come out, the cheque has been written
4. **President:**
    a. **Teacher requests:**
        i. $1,102.08 for replacing spot light. Light has already been ordered. Are we wanting to pay the full amount? Anna says she will first approved, Sam seconded.
        ii. SCREAM: just for the Gr 5. A character building program that goes on for a week. Has always been very well received by everyone. $75 a student. They will be coming in from the 9th-13th. Asking for half to be paid for by PAC: $1462.50. Hailey approved, Erin seconded. Will pay first bit out of gaming and then the rest will come out of General.

5. **Special events:**
    a. Movie night: Profit? It went well, minus the skipping!!! Parents gave lots of positive feedback. Not a great money maker, but that wasn't the point.
    b. DFS Fundraiser: Not doing as well as the Christmas ones, but they aren't due until the 13th, so assuming more will come in right before the end date.
    c. Are we still wanting to do the Spring Fair? Not many people involved makes it difficult to put on an event. Can we assign prep jobs to other parents? Should Shelley send out a special notice asking for help? May 29th. Hailey, Sam and Erin volunteered that they will be the head organizers. Alicia will help write out a list to organize what parent help/volunteers. Carrie will help as well.
    d. Facebook auction? Are we just wanting to do this instead of the Spring Fair as well? Less work for our Special Events Coordinators. Would change the date for the end of April. It will go from April 14th-21st.
6. **Hot Lunch:**
    a. Term 3 is ready to go. It ordering goes until March 12th. Diane is not going to be heading hot lunch next year. She will still help, but will not be the head person.
        i. Jaclyn's idea, maybe look into having a caterer head the hot lunch. Won't be a fundraiser, probably just break even. However, hot lunch is our biggest

fundraiser, so we really want to keep it. It would be really worth it for PAC to keep the hot lunch program. We will put it out there and see if anyone would up for taking on that position.

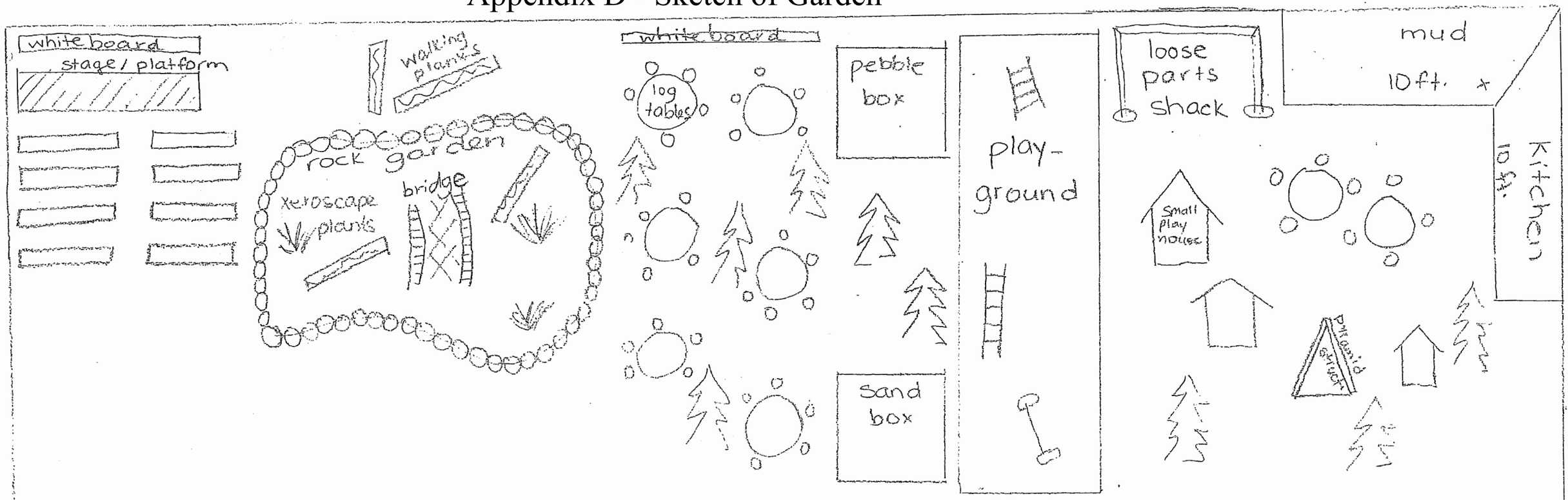
7. Need to discuss who is staying and who is going for next year on PAC. A few people are unsure if they are going to continue on the Exec PAC.
8. **Principal's Report:**
    a. Rob Aviani is the new principal that is coming in. He previously was a Vice Principal at Rutland Middle school. He is joining HE March 16, 2020
    b. Westside Forum: Tuesday Feb 18 evening from 6-7pm at Mount Boucherie Secondary School
        i. Thanks to all the teachers and students for coming out and showing off our Outdoor Education Learning at HE
        ii. Please check out the bulletin board by the PAC kitchen with all the outdoor pics.
    c. Outdoor Classroom: see new concept drawing and priorities
        i. Moving forward
            - SD has been out and are in the process of putting together a quote on the items we would like from them.
            - We have a quote from Muddy Monkey Kitchens
            - HE will have to target fundraising for the completion of the Outdoor Learning Space
                - Motion for increase in fundraising for outdoor classroom was passed. Shannon motioned and Carrie seconded re: upping the outdoor classroom fund to $30,000. We will need the additional $16,000. PAC already gave $10,000 plus $2,000 from the fall fair. The school gave $2,000, so we are up to $14,000, leaving $16,000 remaining to fundraise. Spring Fair and online auction money earned will go towards the outdoor classroom.
    d. Kindergarten Registration Opened on February 3
        i. To date we have 40 registrations
    e. Upgrades in the school
        i. The Accessible bathroom is being renovated March/April (will be enlarging it by taking some to the classroom that the Boys and Girls Club are using)
    f. H2O – Grade 3 swim lessons
        i. Three lessons/free swim for all grade 3 students Feb 26, March 4 & 11.
    g. UBCO Nursing Students
        i. Community/School Service working with Mrs. Pendergast, Mrs. Dawson and Mrs. Soukeroff – presenting 2 lessons in each class (March 3 & 10).
    h. Projections for 2020-2021 school year
        i. Whole school: 228 – presently at 231. This is up from last year.
        ii. Kindergarten: 42 – already at 40 – assuming that we will go over projection
    i. Dates to Note:
        i. Report Cards – Term 2 – March 13

ii. Linda's last day – March 13
iii. Spring Break: March 16-30th
iv. Early Learning for Families (ELFF) night – Thursday Aril 2, 2020.
    - Theme: My Emotions
v. School Photos: April 9, 2020
vi. Easter Weekend: Friday April 10 – Monday April 13, 2020
vii. Battle of the Books District Wide Competition: April 16, 2020 (Grades 3-5)

9. **Spring fair:** roughly $2000 towards outdoor class. Still need to raise another $16,000 to complete the project. Can we do a few more targeted fundraisers to complete the fundraising. Maybe use the Auction as a first big targeted fundraiser? Can we ask for donations straight for it? No, it is frowned upon and very tricky to get that done. Have to go through CUPE, etc. Linda will ask and see if it is a possibility, but it does not look very possible.
10. **Any other business:**
    a. Treat Day: Will not be continuing unless there are other parents that can step up and sell. Jaclyn can still buy and get everything setup beforehand but cannot always commit to being able to sell. Tina Gigliamino has been helping out but we should have some back-ups. This is a great fundraiser that brings in roughly $2000 each year. Maybe look into the sign up genius, only need 20 min, set up, sell and give the money to Shelley. Carrie can maybe swap days with Tina and do opposite weeks.
    b. Before and after school care. Is there a possibility to bring it here in the gym. It's a big question. Liability, etc. Is there a way to look into it.

Next meeting: will be Exec on April 14, General April 20th, both at 6pm.

Appendix D - Sketch of Garden



HGE Concept Drawing
February 26, 2020.

Appendix D - Sketch of Garden



Appendix E - Project Plan and Scope of Work

CENTRAL OKANAGAN PUBLIC SCHOOLS

SCHOOL ENHANCEMENT AGREEMENT PROPOSAL

Outdoor Learning Centre: Phase 1

Helen Gorman Elementary School

April 9, 2020

Outdoor Learning Center Committee Members: Sarah Dawson, Alycia Soukeroff & Kim David

Principal: Rob Aviani

PROJECT PLAN AND SCOPE OF WORK

OUTDOOR LEARNING CENTRE AT HELEN GORMAN ELEMENTARY: PHASE I

Over the past couple of years, the staff of Helen Gorman Elementary School has been engaging in professional learning regarding the benefits of outdoor learning environments. The result of our learning is a two-phase project proposal for the establishment of an outdoor learning center at our school. This School Enhancement Agreement Proposal is for Phase I. When funding is secured for Phase II, a second School Enhancement Agreement Proposal will be forthcoming from the school.

The Outdoor Learning Centre will positively impact teaching and learning at Helen Gorman Elementary School by ensuring that students have the opportunity to connect with nature through a hands-on approach. The Outdoor Learning Centre supports inquiry as well as the ability to authentically embed Indigenous perspectives in our work. We also are confident that this project will help students develop the core and curricular competencies found in BC's curriculum.

The Outdoor Learning Centre will be maintained by Helen Gorman Elementary School staff. A district work order will be placed in the event that any repairs are needed.

Helen Gorman Elementary School is proud to partner with our Parent Advisory Committee to help fund this project. Quotes for the projects in Phase I are included in this package. Here is an overview description of these projects:

1. Furniture designed by Muddy Monkey Kitchens (Peachland) and delivered onto school property
    - 2 Mud Kitchen (anchored to the fence)
    - 4 Small Playhouses
    - 1 A-Frame Structure
    - 1 Arched Bridge

2. By School District
    - Sandbox – cedar siding replaced
    - Pebble box – dug out, built with cedar siding, filled
    - White boards (standard size) mount on the fence (able to take down)
        - Possible wooden shutters, with storage inside with a key lock
    - Bridge and walking wooden planks - cedar



Muddy Monkey Kitchens
4880 Trepanier Road
Peachland, British Columbia
V0H1X2

For: Helen Gorman PAC

Invoice:

10 Foot Mud Kitchen with 3 sinks and shingled roof	$1875.00
10 Foot Mud Kitchen with 3 sinks	$1400.00
Cedar A-frame structure 6X6X8	$1200.00
Arched Bridge 8ft	$1150.00
4 x Cedar Play houses	$3800.00
Delivery:	$200.00
TOTAL:	$9,625.00

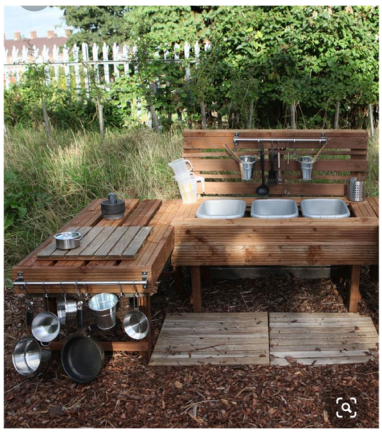
Most of the items will be premade at the business and assembled on location.

Payment Payable by cash, e-transfer or cheque to:
Jessica Powell
Jessicapowell85@hotmail.com

Delivery Date: TBD







10-foot Mud Kitchen with 3 sinks



Cedar Playhouses



Cedar A-frame Structure (in background)

By Tessy Posted on May 14, 2019



Cedar A-frame Structure

Central Okanagan Public Schools
Together We Learn

CENTRAL OKANAGAN PUBLIC SCHOOLS
685 Dease Road, Kelowna, BC V1X 4AF
Tel. (250) 870-5150, Fax (250) 870-5094
Email: Operations.Department@sd23.bc.ca

Memorandum

Date: May 1, 2020
To: Planning and Facilities Committee
From: Mitch Van Aller, Director of Operations

Action Item: **Enhancement Agreement – Constable Neil Bruce Middle School Climbing Structure**

1.0 ISSUE STATEMENT

Constable Neil Bruce Middle School received $20,000.00 in 2017 from the Board to purchase and install one swing set and one monkey bar due to the new Grade Configuration to accommodate Grade 6 students. Constable Neil Bruce Middle School decided to install two gaga ball pits in place of one monkey bar. The amount left to spend from the $20,000.00 budget is $4,000.00. Constable Neil Bruce Middle School Parent Advisory Council (PAC) wishes to enter into an Enhancement Agreement with the Board of Education to purchase and install a Climbing Structure.

2.0 RELEVANT BOARD MOTION/DIRECTION

The Board requires that an inventory of all existing exterior enhancements in the District be provided as a background for each new enhancement brought forward for Board approval.

3.0 BACKGROUND

Constable Neil Bruce Middle School has been working with students, staff and the PAC to raise funds for a new playground. A quote was provided from Swing Time for $81,734.35 for the cost of the Climbing Structure and installation outlined in Appendix B. Constable Neil Bruce Middle School PAC is contributing $20,000 towards this project. The $4,000.00 balance of funds remaining will be applied to this cost as well. Constable Neil Bruce Middle School PAC asks the Board to lend an additional $57,734.45 to the PAC to assist with this purchase as outlined in Appendix C. The PAC agrees to repay this loan by June 2026.

4.0 FOLLOW-UP/REVIEW

Following approval from the Board, the project will proceed.

5.0 DIRECTOR'S COMMENTS

The Jurisdiction that relates to the preparation and finishing of the new climbing structure from own forces work is currently being finalized between staff and CUPE Local 3523 and will be shared once confirmed.

6.0 STAFF RECOMMENDATIONS

THAT: The Planning and Facilities Committee recommends to the Board:

THAT: The Board of Education enter into an Enhancement Agreement with the Constable Neil Bruce Middle School PAC for the purchase and installation of a new climbing structure, as attached to the Agenda, and as presented at the May 6, 2020 Planning and Facilities Committee meeting.

THAT: The Board of Education approve a $57,734.45 loan be provided to the Constable Neil Bruce School PAC to assist with the purchase and installation of a new climbing structure, as attached to the Agenda, and as presented at the May 6, 2020 Planning and Facilities Committee meeting.

7.0 APPENDICES

A. Enhancement Agreement signed by Constable Neil Bruce Middle School PAC
B. Swing Time Quotation dated October 28, 2019 and Own Force Estimate Sheet dated April 30, 2020
C. Constable Neil Bruce Middle School PAC Minutes Dated January 20, 2020 and April 27, 2020 as well as PAC President Letter to the Board of Education
D. Constable Neil Bruce Middle School Vice-Principal's Letter Dated April 24, 2020
E. Sketch of Location of Climbing Structure

APPENDIX A

SCHOOL ENHANCEMENT PROJECT FUNDING AGREEMENT

THIS AGREEMENT made as of the 23rd day of SEPTEMBER 2019.

BETWEEN:

THE BOARD OF EDUCATION OF SCHOOL DISTRICT NO. 23 (CENTRAL OKANAGAN), having an office at 1040 Hollywood Road, Kelowna, British Columbia (hereinafter called the "School Board")

AND:

CONSTABLE NEIL BRUCE MIDDLE SCHOOL PAC
(hereinafter called the "Funding Agency")

WHEREAS:

A. The Funding Agency wishes to apply its independently obtained funding to assist Constable Neil Bruce Middle School's PAC in achieving School Enhancement Projects described in the Schedules attached hereto (the "School Enhancement Project").
B. The School Board agrees that each School Enhancement Project described in the Schedules is appropriate for the School and provides a significant and desirable benefit to the students of the School.
C. The School Board has advised the Funding Agency that its budget priorities and requirements prevent the ongoing allocation by the School Board of funds for the necessary staff training, operation and/or maintenance of each School Enhancement Project during the life of the enhancement and has requested the Funding Agency to fund, on an annual basis, the training, operating costs, maintenance and repairs necessary for the use of the enhancement by the students, staff or others at the School.

NOW THEREFORE in consideration of the School Board accepting the School Enhancement Project from the Funding Agency, and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the parties agree as follows:

1. The Funding Agency, from its own resources, agrees to fund the capital cost of each School Enhancement Project described in the Schedules for installation at the named School.

2. The School Board agrees to assign all personnel necessary to supervise, install and maintain the School Enhancement project at the School, in compliance with its Collective Agreement(s), and at the cost of the funding agency, as detailed herein.

3. The Funding Agency further agrees to provide annually, such funds as determined by the School Board, acting reasonably, that may be required for the staff training, operation, maintenance and repair of the School Enhancement Project to ensure that it can be utilized in a safe, efficient and continuous manner by District students, staff and others, for the life of the School Enhancement Project.

4. The School Board, through its administrative personnel shall determine the standard and schedule of maintenance and repair work, and shall inspect, maintain and repair the enhancement on a regular basis in order to limit any liability to the School Board arising out of the use of the School Enhancement Project by the staff, students, or other persons at the School.

5. Upon accepting the School Enhancement Project the School Board assumes the liability associated with the project and agrees to save harmless the Funding Agency.

6. The School Board shall provide the Funding Agency with any estimated costs of operating, monitoring, maintenance and repair for the next school year annually, on or before May 1st in each year, during the life of the Project. The Funding Agency shall pay over to the School Board, the required funds by July 1st of the same calendar year.

7. In the event that the Funding Agency is unwilling or unable to provide the necessary funds for the operation, maintenance and repair of any School Enhancement project, the School Board may, at its sole option, decommission the Project, dismantle and dispose of any remaining assets, and retain any residual value from the Project as it sees fit, upon ninety (90) days written notice to the Funding Agency.

8. The School Board agrees that any breach by the Funding Agency of its obligation to fund the required costs associated with the use of a School Enhancement Project shall not be considered the personal obligation of an individual member of the Funding Agency or its executive or directors, and shall be limited to the current cash resources of the Funding Agency, notwithstanding the operation of any law to the contrary.

9. This Agreement shall only be binding upon the School Board upon the passage of a resolution by the School Board and upon the Funding Agency upon the approval by a resolution at a general meeting of the members of the Funding Agency, authorizing the executive of the Funding Agency to enter into the Agreement.

IN WITNESS WHEREOF the parties have hereunto executed this Agreement in the presence of their duly authorized signing officers on that behalf the day and year first above written.

THE BOARD OF EDUCATION OF SCHOOL DISTRICT No. 23, (CENTRAL OKANAGAN) by its authorized signatory:

Signature: Secretary Treasurer / Assistant Superintendent

Print Name:

THE CONSTABLE NEIL BRUCE MIDDLE SCHOOL PAC
by its authorized signatory(ies):

Signature: PAC President

MELISSA GANZEVELD
Print Name:

Signature: Principal of the School

Curtis Schreiber
Print Name:

SWING TIME
DISTRIBUTORS LTD.
PARK & PLAYGROUND EQUIPMENT

Quotation

Date	Estimate #
2019-10-28	7908

1485 Norton Court
North Vancouver B.C. V7G 2E5
Ph: 604 990 9187 /1 800 816 6949
info@swingtimedistributors.com

Name / Address	Ship To
SD 23 (Central Okanagan) Dease Road Kelowna B.C. V1X 4A4	SD 23 (Central Okanagan) Dease Road Kelowna B.C. V1X 4A4

Terms	FOB	Project
Net 30	Med Hat	

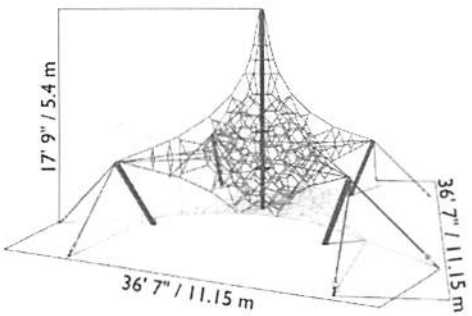
Qty	Item	Description	Price	Total
1	DX-104	Dynamo DX 104 Net Climber	51,000.00	51,000.00
1	Installation	Installation	13,650.00	13,650.00
1	Supply/Install	Supply and Install 68 Cubic Yards EWF	5,936.00	~~5,936.00~~
1	Supply/Install.	Supply and Install 148 Lineal Feet Double Stacked Wood Borders	3,163.00	~~3,163.00~~**
1	Shipping	Shipping	650.00	650.00
		GST	5.00%	3,719.95
		PST	7.00%	3,615.50
		** Own Forces Work (see Appendix "D" for own forces Quote)		

Tax	$7,335.45
Total	**$81,734.45**

Signature

GST/HST No. 133959643

PRODUCT SPECIFICATION



Product Name	Galaxy Regular
Product Number	DX-104
Size -- Length	11.15 m / 36' 7"
Size -- Width	11.15 m / 36' 7"
Size -- Height	5.40 m / 17' 9"
Shipping Weight	545 kg / 1201.5 lb
Shipping Volume	2.70 m^3 / 95.3 ft^3
Foundations	13
Concrete Volume	11.06 m^3 / 390.6 ft^3

	ASTM F-1487	CSA Z614	EN 1176
Ages	5 years - 12 years	5 years - 12 years	6 years - 12 years
Capacity	58	58	58
Use Zone -- Length	14.81 m / 48' 7"	14.81 m / 48' 7"	14.82 m / 48' 7"
Use Zone -- Width	14.81 m / 48' 7"	14.81 m / 48' 7"	14.82 m / 48' 7"
Fall Height	2.00 m / 6' 7"	1.98 m / 6' 6"	2.00 m / 6' 7"

*Note: Concrete must be minimum 3500 PSI / 25MPa

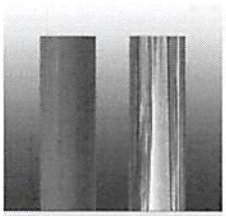
TÜV

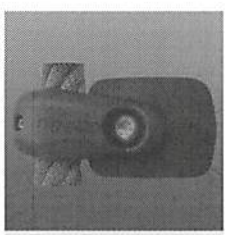
Product Features:

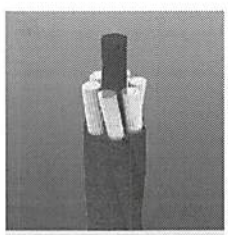
SUPPORT POSTS:	This will be 5 1/2" (139.8mm) OD galvanized steel tubing, finished with polyester powder coating for the main support and 4 1/2" (114.3mm) OD galvanized steel tubing, finished with polyester powder coating for the side supports. Main support posts will have a 1/4" (6mm) thick, 7 1/4" (185mm) OD steel ring welded to the bottom to enhance stability.
POST SHIELDS:	Where required, these will completely surround the post to fill in openings in the net, preventing entrapments. Shields will be made of a textile-reinforced flexible rubber material and secured with bolts.
CLIMBING NETS:	This will be 20mm diameter and 22mm diameter, polyamide (nylon) rope cable with UV protection and fire retardant solution. Each rope consists of 6 strands each containing 24 steel reinforcing strands within a polyamide sleeve, wrapped around a solid polyamide core for a total of 144 steel reinforcing strands; each end of the cable having a junction loop attached onto the cable with a finished aluminum sleeve and lined with a galvanized steel wear bar. Edge ropes will contain a solid core of wound steel cables in place of the polyamide core for a total of 168 steel reinforcing strands. Rope shall achieve a Class 7-8 Colourfastness rating.
BALL KNOTS:	This will be a one-piece compressed aluminum ball, compressed in place with 150,000 pounds force (667 kN) to prevent the connection from moving and causing premature cable wear.
BASIC FASTENERS:	All fasteners for component attachments are stainless steel.

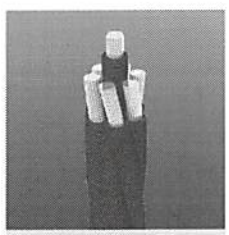
PRODUCT SPECIFICATION

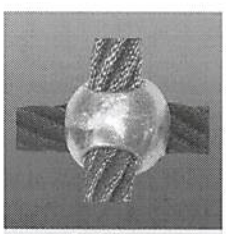
TURNBUCKLES:	These will be steel alloy that will withstand a maximum load of over 87,675 pounds force (390 kN) along the main axis.
MOUNTING PLATES:	These will be made of galvanized steel. Corner anchors will contain multiple connection points to allow for adjustability of the turnbuckles as well as connection of a safety rope. Support post anchors will consist of a slotted piece that will allow the support post to be anchored securely, while having a range of motion in one direction.
ANCHOR BOLTS:	Mounting plates will be secured to concrete blocks with 7/8" (22mm) diameter x 20" (500mm) long "L" Anchor bolts, inserted into the wet concrete when poured.
INSTALLATION:	This should be installed only by a licensed playground installer, trained and certified on the relevant playground standards in place in the region of installation, e.g., NPSI, CPSI or similar certified.
COMPLIANT WITH:	**CAN/CSA-Z614-07** **ASTM F-1487-11** **EN-1176** **CPSC Handbook for Public Playground Safety**
TÜV CERTIFIED:	Certified to EN 1176:2008 TÜV Rhineland Certificate N° AK50162502
OPTIONS:	Optional Equipment: · Net Seat (Max. Qty: 8) #DX-NS · Poured-In-Place Enclosure (Max. Qty: 8) #DX-PIP-01 · Polished Stainless Steel Post (Max. Qty: 5) #SS-POST

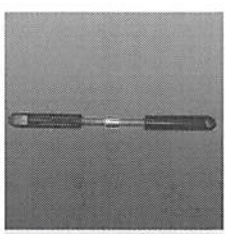

Support Posts

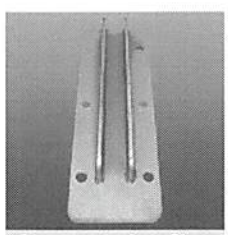

Seat & Shield Connector

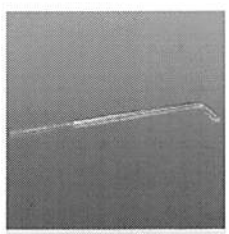

Climbing Net - 20 mm


Climbing Net - 22 mm


Ball Knot


Turnbuckle


Corner Anchor Plate


Anchor Bolt

"Together We Learn"
SCHOOL DISTRICT No. 23
(CENTRAL OKANAGAN)

ESTIMATE SHEET

CONSULTANT
ESTIMATOR HAS
DATE Apr-19

PROJECT Lunar Burst Climber Site Perp & Base
CNB

TOTAL Man Hours	Material Quantity	DESCRIPTION	Unit Cost	Labour Extension	Material Extension	TOTAL NET Material Cost
	1	Utility Locate		$ -	$ 94.00	94.00
16	1	Irrigation		$ 800.00	$ 500.00	1,300.00
32	1	Excavation work		$ 1,600.00	$ 240.00	1,840.00
	1	Fees			$ 100.00	100.00
	1	Prep work for curbing		$ 800.00	$ 500.00	1,300.00
						0.00
24	1	Engineered wood fibre		$ 1,200.00	$ 880.00	2,080.00
	1	Dump truck			$ 100.00	100.00
	1	Bobcat rental			$ 550.00	550.00
						0.00
	70	Concrete Curbing				1,400.00
						0.00
						0.00
						0

MEETING MINUTES

CNB PAC – January 20th, 2020

Call to order:
6.35pm

In attendance:
Deb
Wendy
Melissa
Trina
Curtis
Laurie
Christy
Chantelle

Approval of prior minutes from November 18th
1st Christy, 2nd Deb, all in favour – approved

Approval of today's agenda:
1st Wendy, 2nd Christy, all in favour – approved

Administration report:

- In November Curtis started asking the teachers within the school what their vision was and how their influence and belief could help bring the vision to life. This questions was posed to the PAC and it was asked that the PAC complete the questions and answer in the next week. Please see *"Appendix A"* for a copy of the request.
- A vaping parents information session was discussed but the PAC concluded it might be more beneficial to have a vaping session for the kids versus parents.
- An anxiety evening was proposed and will go ahead at CNB.
    - Curtis and the administration team will find the presenter, schedule the date and time and start handing out flyers
    - The PAC will attend the event, set up the PAC table and provide coffee to all the attendees while we interact with them.
    - PAC is awaiting on the administration team to provide them with the date and time of the event before making arrangements on PAC attendees and duties.
- Parent teacher conference dates are February 6th and 7th with an early dismissal on both days of 12.55pm
    - The PAC will set up the PAC table as an unmanned location on both dates (Melissa to set up)

Chair report:
Nothing to report

Treasurer report:

- The district finally returned our treasury books and found them to be in wonderful order.
  - One small change of double signatures on each expense report going forward.
  - The Store was not reviewed by the district.
  - Annual reviews in Oct should occur
- Curtis confirmed Trina's question that there was indeed 4 3D printers ordered and received.
- A cheque for $10,000 was written to CNB as the fiscal 2020 installment and the second installment overall. CNB PAC have now provided $20,000 towards the new school climbing net.

Please see attached "Appendix B" containing the full treasury report.

CoPAC report:

Nothing to report – CoPAC representative was not in attendance at the meeting but there was no CoPAC meeting in January.

Store report:

Please see "Appendix C" for the full report

Communication Secretary report:

Nothing to report

Playground Bursaries Coordinators report:

Nothing to report

Existing Business:

Approval of our 2019/2020 PAC budget

- **Motion: I motion to approve the 2019/2020 budget as presented**
  - 1st Christy, 2nd Deb, all in favour – approved
- *The budget for 2019/2020 can be found attached as Appendix D*

Review items for the upcoming CNB newsletter

- It was agreed that this month we would add in to the Newsletter –
  - PAC positions coming available and the April PAC nominations
  - A reminder about Natures Fare receipts and how well they are doing

Playground – new net climber

- $81,734.45 has been committed by the CNB PAC to the CNB school for the purchase and installation of a new net climber. (initial motion approved in November 18th minutes)
- The CNB PAC, as of this evening, has paid $20,000 to CNB.
- **Motion: The CNB PAC approves the Net Climber Loan in the amount of $61,734.45 over 5 years, paying a minimum of $10,000 annually.**
  - 1st Deb, 2nd Wendy, all in favour – approved

- The total cost will be $81,000 for the structure and labour
- Chantelle may be able to get $75,000 back

MOTION: To increase PAC Funding from $75,000 to $81,734.45 provided to CNB, PAC will pay $10,000 annually, pending a decrease of $6,000 on installation costs.
1st Tammy, 2nd Wendy all in favour – APPROVED

New Business:

- It was suggested to have a couple of the Executive look in to grants/bursaries etc and Janie Rae and Sandy were nominated.
  MOTION: To have "Playground Bursaries Coordinators" to coordinate bursaries till we break ground.
  1st Wendy, 2nd Jeff, all in Favour – APPROVED
- A new submission to the CNB's newsletter for December
- Fundraiser Event – December Night December 17th to sell 50/50 tickets.

Next meeting date: January 20, 2019 at 6.30pm

Adjourned: 9.00pm

CNB PAC MEETING MINUTES

Zoom virtual meeting
April 27th, 2020 – 6.30pm

Call to order:
6.33pm

Attendance review and welcome:
Trina
Deb
Curtis
Emma
Rebeca
Kyla
Wendy
Christy
Laurie
Tammy

Approval of prior minutes from February 24th:
Minutes not available and so will be reviewed and approved at our next PAC meeting.

Approval of today's agenda:
1st Trina, 2nd Tammy, all in favour – approved

Administration report:

- We have been working hard to provide continuation of learning to our students while focusing on the 4 points provided by the ministry as we transitioned to a virtual learning format –
    1. Maintain a healthy and safe environment for all students and families and all employees.
    2. Provide services to support children of essential workers.
    3. Support vulnerable students who may need special assistance.
    4. Provide continuity of educational opportunities for all students.
- As of this week we have 5 students attending school at CNB that are a part of tier 1 clearance
    - Although tier 2 clearance has been approved we have set to see any students in this group attend
- Lunch is provided to any students that require it on a Wednesday
- Janitors are working hard to keep the school clean at all times and after everyone transitions between rooms
- There is a specific arrival protocol that everyone has to follow when entering the school
- Teachers are actively reaching out to families of those students not participating in the virtual online learning to see how they can assist and look at different formats and options available
- 200 students have requested and received laptops to use at home and there are still more available if required.
- We are in the homes of families and students in a way we have never been before and we are working hard to adopt to each families circumstances and capabilities.
- It is still the intent to provide report cards and we are working on how to accurate confirm authentic assessment.

- A group discussion occurred in regards to the band fundraiser and how the funds will be used now that there will be no trip. Curtis is going to review this and get back to the PAC.
- Admin asked the PAC that if we heard of a family needing assistance we should let the admin know so that they can provide support
- Admin has already started to meet with feeder schools and high schools to prepare for the ingoing and outgoing students so that everyone is set up for success. Classes have already started to form for the incoming grad 6's to make sure the composition increases the chances of achievement for all students.

Chair report:
Your time and dedication in attending this PAC meeting is sincerely appreciated, especially given the unprecedented and difficult times we are all facing.
Rebecca and I are here for you and please reach out if there is anything we can help with.
Please know that we are actively reaching out to the Okanagan District PAC along with the BCCPAC as questions arise so that we have the most up to date and reliable information for you.

Treasurer report:
- Please see the Treasurer report attached below as Appendix #1
- Please see the updated 2019/2020 budget attached below as Appendix #2

CoPAC report:
Nothing to report – not in attendance

Store report:
- Please see the Store report attached below as Appendix #3

Communication Secretary report:
- Nothing to report at this time
- An email will be sent to the teachers this week to touch base and see if there is anything we can help them with in a non-financial capacity.

Playground Bursaries Coordinators report:
- Nothing to report – not in attendance

Existing Business:

- New Climber update: The Net Climber is short $8,700 -
    - Net Climber cost $81,734
    - Funds already provided from CNB PAC $20,000
    - Loan available from the school board $50,000
    - New shortfall of $8,700

  As a group we discussed the positives and negatives of moving ahead with this initiative. It was decided that Melissa and Kyla will each write a letter to the school district asking if it is possible for –
    1. The PAC loan to be increased over the standard $50,000 to $58,700
    2. The amortization of the loan to be increased form 5 to 6 years to help the PAC pay back the loan in a longer time horizon

  We will review what the school district says before moving forward with a decision.
  Rebecca advised she could apply for a $1,000 loan from RBC and will look in to this.

- PAC Nominations for 2020/2021 school year:
    - PAC nomination virtually is not allowed within our current bylaws and so it was agreed that the existing PAC will continue until September at which point we will hold our AGM and a new PAC will be voted in for the open roles which are –
        - President
        - Vice-President
        - Treasurer
        - Members at large

- Anxiety event:
    - Curtis to review the possibility of going ahead with this event in a zoom format using a recorded presentation but presenting it live so that parents could ask any questions they have.

- Upcoming AGMs and our attendance:
    - BCCPAC AGM meeting – May 2nd 9.30am: Deb will attend and Emma will send Deb the link
    - COPAC AGM meeting – May 4th – Emma to attend

New Business:

- Remaining school events that PAC usually support.
    - Administration Day: Trina idea on $20 gift cards
    - Grade 8 celebration
    - Teach luncheon

  These events are on hold until our next meeting at which point we will have a better indication of how the end of the school year will look.

- CNB CUB DEN Store: how might that look next year in our new COVID environment?
    - We will review this more at our next PAC meeting when we might have more information to be able to make an informed decision.

- Do we need to do additional fundraising to meet our financial obligation and how would these look with social distancing?
    - Wendy is going to look at connecting with local companies to ask for donations specifically to help pay for the Net Climber
    - Curtis will provide the PAC with rules and regulations when it comes to fundraising for CNB so that we have clear guidelines what we can and can not do.

New Business arising from today's meeting:
None

Next meeting date:
Monday May 25th at 6.30pm

Adjourned:
8.12pm

CNB PAC

Climbing Structure Loan

Application from CNB PAC

CONTACT

Melissa Ganzeveld
CNB PAC President

(250) 462-8603

melissa.ganzeveld@cibc.com

Board of Education
School District 23
1040 Hollwood Rd S
Kelowna, BC
V1X 4N2

Dear SD23 Board of Education,

As you are aware, CNB has transformed over the last few years to a grade 6 to 8 Middle School and we have been looking at ways to help fundraise and provide play structure equipment that is both accessible and appropriate for all students.
As a PAC we were approached by the Administration at CNB to look at funding a new net climber that would match similar ones at other Middle Schools and this is the reason we are reaching out to you today.
We agreed to fund the structure by providing yearly installments over the next 5 years to a total of $50,000.
With the unprecedented times we find ourselves in due to COVID19 our fundraising has all but stalled for this calendar year and we are scrambling to catchup to this new way of living.
We are respectfully asking that the loan be –

1. Increased to $58,700
2. Amortized over 6 years

This will allow the purchase and installation of the play structure to move forward so that our children and future children who attend CNB will have a purposeful place to gather, play and exercise on together. This will also allow us to continue meeting our other financial obligations and contributions.
Please note that based on our standard financials we are more than able to fulfill our annual requirements during an average school year with grants and fundraising totaling an average of $40,000.

We look forward to hearing from you soon and will respect your decision.

Sincerely,



CONSTABLE NEIL BRUCE MIDDLE SCHOOL

2010 Daimler Drive, West Kelowna, B.C. V1Z 3Y4 • Ph: 250-870-5177 • Fax: 250-870-5077

April 24, 2020

TO: Board of Education, School District 23

RE: Climbing Structure Loan Request Application from the CNB PAC

As you are aware, CNB transitioned from a grade 7-9 middle school to a grade 6-8 middle school two years ago. During this process we were provided with a small reconfiguration budget to support some outdoor play opportunities to support the needs of these younger and active students. With that budget we were able to purchase a set of swings, which are constantly being used, a gaga pit, which continuously has a line up, and had the option of putting in a climbing bar. When we talked with our students about this climbing bar possibility they felt they needed and/or wanted something more complex. It is here we turned to the PAC to look at the idea of funding a climbing structure similar to other structures found at middle schools. Our PAC preferred the climbing structure found at Skaha Middle School in Penticton and so the research began. We have a very large student body population and when we inquired with Skaha Middle School they shared that the climbing structure was a hit by all students and continuously has students sitting, hanging, and climbing on it. We need free time opportunities for our 900+ students. By creating a 'playground' area at the back of the building we are able to allow our students more options during unstructured time which assists in supervision and safety of all our students.

Through the generosity of our previous and current PAC, they have agreed to fund this climbing structure over the next five years, contributing yearly installments until the structure is paid in full. We understand we are asking for a little more than what typically may be approved on loan but the current pandemic has hindered the ability of the PAC to complete any further fundraising this year. Our students need a purposeful place to play and gather in the mornings, at break and during lunchtime; and our community would prefer not to delay that for another year. Operations has provided additional climbing options that would fit within the appropriate price range; however, each option seemed elementary and not appropriate for our grade level and student body age group. We are hopeful through your support to be able to provide a climbing structure that meets the needs of our students.

Thank you for considering our request,

Kyla Babcock

Kyla Babcock, Vice-Principal
Constable Neil Bruce Middle School

Appendix E

Central Okanagan Public Schools
Together We Learn

CENTRAL OKANAGAN PUBLIC SCHOOLS
1040 Hollywood Road South, Kelowna, BC V1X 4N2
Tel. (250) 860-8888, Fax (250) 860-9799, www.sd23.bc.ca

Memorandum

Date: May 1, 2020
To: Planning and Facilities Committee
From: Mitch Van Aller, Director of Operations
Prepared By: David Widdis, Planning Manager

Information Item: **2021/2022 Capital Plan - Draft**

1.0 RELEVANT BOARD MOTION/DIRECTION

None.

2.0 BACKGROUND

District Staff have prepared the draft 2021/2022 Capital Plan in accordance with:

a) The BC Ministry of Education Capital Asset Management Project Procurement and Procedures Guidelines;
b) The BC Ministry of Education Design and Area Standards;
c) The BC Ministry of Education 2021/2022 Capital Plan Instructions; and,
d) Central Okanagan Public Schools Long Term Facilities Plan.

The draft Capital Plan for the 2021/2022 submission is attached in Appendix A and identifies the District's facility needs. The Ministry is seeking submissions for consideration for the following capital programs:

1. Major Capital Funding
   - Seismic Mitigation Program (SMP)
   - School Expansion Program (EXP)
     - New Schools (NEW)
     - School Additions (ADD)
     - Site Acquisitions (NEW)
   - School Replacement Program (REP)
   - Rural Districts Program (RDP)

2. Minor Capital Funding
   - Building Envelop Program (BEP)
   - School Enhancement Program (SEP)
   - Carbon Neutral Capital Program (CNCP)
   - Bus Replacement Program (BUS)
   - Playground Equipment (PEP)

District Staff have discussed the plan with the Ministry of Education, Capital Branch staff regarding the various funding programs for the upcoming 2021/2022 Capital Plan submission. The Ministry staff identified the focus of the Provincial Government for the upcoming year that includes portable reductions, additions of new spaces and accelerate the seismic mitigation program.

Major Capital

New Schools (NEW)

The Westside Secondary School is the first priority for new schools. A report was submitted as per the Ministry's request from last year's Capital Plan submission and is currently under review by the Ministry of Education, Capital Division staff. Since the project is not approved to move forward to design and construction, the project is to remain on the Capital Plan submission. The recommended number two priority is the new elementary school in the Wilden Neighbourhood area. This project was approved for site acquisition last year and the acquisition of the site should be completed by the end of 2020. This project is in line to move to the next step and develop a concept plan with cost estimates. The Glenmore Secondary School project continues to be a priority; however, more discussions with the City of Kelowna are required regarding the timing for this project.

School Additions (ADD)

The 2020/2021 Capital Plan submission moved Rutland Middle School to a school addition project. The discussion with the Ministry was moving the project into the School Additions Program would allow the addition to accommodate the current and projected growth for the school as well as remove the eleven portables. However, an addition would require the current school to be updated to current building code and step code requirements. Further analysis with consultants and cost estimates for an addition/renovation would significantly increase the costs for the project. Furthermore, increasing the capacity and building size of Rutland Middle School would limit any growth potential for Rutland Secondary School. Staff recommend that the Rutland Middle School project move to the School Replacement Program due to the age of the school and maintenance costs. The removal of the Rutland Middle School from this category will allow other schools with capacity issues to move up in priority.

Site Acquisitions (NEW)

The School District is working on the purchase of the Wilden site property for an elementary school. This purchase should be completed by December 2020. The Ministry provided support to move this acquisition forward as per the Ministry's response letter dated March 6, 2020. Since the purchase is not completed, the site acquisition remains on the Capital Plan submission as the number one priority.

School Replacement Program (REP)

School Replacement projects are for a school building or a portion of a school that has reached or will shortly reach the end of its expected useful life. The consideration for replacement projects are based on the costs of ongoing maintenance and the remaining physical life of the building. Moving Rutland Middle School to this category, the project should be the number one priority for replacement. The building age and sharing the site with Rutland Secondary School creates more challenges on the site and the costs would be more expansive than a new school. The recommendation is for the project to be a replacement project and not an addition.

Minor Capital

Staff conduct school building assessments and prioritize the projects for the following categories as shown in the Appendix:

- Building Envelope Program (BEP)
  This program is available to provide specific funding for remediation to known building envelope issues at schools that were built between the years of 1985 and 2000; that have undergone a Building Envelope Condition Assessment (BECA) by BC Housing; and that are on BC Housing's list of eligible schools.

- School Enhancement Program (SEP)
  This program provides capital funding specifically for projects that will improve the safety, facility condition, operational efficiency, and functionality of existing schools, in an effort to extend their useful physical life.

- Carbon Neutral Capital Program (CNCP)
  This program provides capital funding specifically for energy-efficiency projects that lower a school district's carbon emissions.

- Bus Replacement Program (BUS)
  School buses are considered capital assets and capital funding requests to acquire any new or replacement buses must be made to the Ministry as part of a school district's annual Five-Year Capital Plan submission.

- Playground Equipment (PEP)
  This program provides specific funding to purchase and install new or replacement playground equipment that is universal in design, and is in compliance with accessibility measures as defined through the Canadian Standards Association CAN/CSA-Z614-14 (R2019): Children's Play Spaces and Equipment.

3.0 INFORMATION STATEMENT

Boards of Education are required to submit a Capital Plan to the BC Ministry of Education by June 30, 2020. Eligible capital projects include the provision of new and replacement buses, acquisition of new school sites, creation of new educational space required for enrolment growth, and the replacement or rehabilitation of existing school facilities that have reached the end of their economic and functional life. Staff will bring forward a final 2021/2022 Capital Plan to the June 3, 2020 Planning and Facilities Committee Meeting.

4.0 APPENDIX

A. Draft 2021/22 Capital Plan

Central Okanagan Public Schools
Together We Learn

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BY PRIORITY

Appendix A

APPENDIX A
May 1, 2020

FIVE YEAR CAPITAL PLAN SUMMARY - 2021/22 - 2025/26

PROJECT PRIORITY	CAP PROJ CODE	LOCATION	PROJECT DESCRIPTION	21/22	22/23	23/24	24/25	25/26
Major Capital Funding								
New Schools								
1	NEW	Westside Secondary School	Construct new Westside Secondary School - Concept Plan Report submitted	$120,000,000				
3	NEW	Wilden Area Elementary	Construct new K- Gr 5 Wilden Area Neighbourhood (60K/440 Elem)	$40,000,000				
2	NEW	Glenmore Secondary School	Construct new Glenmore Secondary School (1,500 Capacity)		$120,000,000			
4	NEW	University Area Elementary	Construct new K- Gr 5 University Area (60K/360 Elem)			$40,000,000		
			Sub Total Major Capital Funding	$160,000,000	$120,000,000	$40,000,000	$0	$0
School Additions								
1	ADD	Dr. Knox Middle	Construct an addition to increase building capacity from 800 to 1050 (replace 9 portables on site)	$18,000,000				
2	ADD	Constable Neil Bruce	Construct an addition to increase building capacity from 750 to 900 (replace 5 portables on site)	$10,800,000				
3	ADD	Springvalley Middle	Construct an addition to increase building capacity from 525 to 750 (replace 5 portables on site)	$16,200,000				
4	ADD	KLO Middle	Construct an addition to increase building capacity from 700 to 900 (replace 7 portables on site)		$14,400,000			
5	ADD	North Glenmore Elementary	Construct an addition to increase building capacity from 80K/425 to 100K/575 (replace 3 portables on site)		$12,000,000			
6	ADD	Black Mountain Elementary	Construct an addition to increase building capacity from 40K/350 to 60K/475 (replace 2 portables on site)			$9,000,000		
7	ADD	Casorso Elementary	Construct an addition to increase building capacity from 60K/400 to 80K/475 (replace 4 portables on site)				$6,000,000	
8	ADD	Dorothea Walker Elementary	Construct an addition to increase building capacity from 60K/325 to 80K/400 (replace 4 portables on site)				$6,000,000	
			Sub Total School Additions	$45,000,000	$26,400,000	$9,000,000	$12,000,000	$0
Site Acquistions								
1	NEW	University Area Elementary	Site Acquistion (land size 3.2ha) for a Future School (Academy Way)	$10,000,000				
2	NEW	South West Winfield Elementary	Site Acquistion (land size 2.3ha) for a Future School (Tyndall Road Area)				$10,000,000	
3	NEW	South West Mission	Site Acquistion (land size 2.5ha) for a Future School (Thompson Flats Residential Neighbourhood)					$12,000,000
			Sub Total Site Acquisitions	$10,000,000	$0	$0	$10,000,000	$12,000,000
School Replacement Program								
1	REPL	Rutland Middle	Replace Rutland Middle School with a new 750 student capacity	$44,946,225				
2	REPL	Glenmore Elementary	Replace Glenmore Elementary with new 120K/530 capacity elementary school	$40,000,000				
3	REPL	George Pringle Elementary	Replace George Pringle Elementary with new 80K/475 capacity elementary school		$40,000,000			
4	REPL	Raymer Elementary	Replace Raymer Elementary with new 40K/250 Raymer Elementary			$25,000,000		
			Sub Total School Replacement Program	$84,946,225	$40,000,000	$25,000,000	$0	$0
Minor Capital Funding								
Building Envelope Program								
1	BEP	Shannon Lake Elementary	Building Envelope Remediation as per Consultant Report	$1,713,449				
2	BEP	Chief Tomat Elementary	Building Envelope Remediation as per Consultant Report		$1,880,632			
3	BEP	Casorso Elementary	Building Envelope Remediation as per Consultant Report			$1,226,889		
4	BEP	Okanagan Mission Secondary	Building Envelope Remediation as per Consultant Report				$1,231,068	
			Sub Total Building Envelope Program	$1,713,449	$1,880,632	$1,226,889	$1,231,068	$0
School Enhancement Program								
1	SEP	District Facilities	Phase two - Replace obsolete air handling units with new energy efficient units	$1,400,000				
2	SEP	KLO Middle	Phase two- Replace two obsolete multizone Mechanical System Upgrade	$1,400,000				
3	SEP	Kelowna Secondary	Upgrade Welding Area Ventilation to improve safety of staff and students and meet current building codes	$900,000				
4	SEP	Glenrosa Middle	Mechanical System Upgrade	$2,000,000				
5	SEP	Anne McClymont Elementary	Phase one - Mechanical System Upgrade	$500,000				
			Sub Total School Enhancement Program	$6,200,000	$0	$0	$0	$0
Carbon Neutral Capital Program								
1	CNCP	Mount Boucherie Secondary	Phase 2 - Replace older 347 volt lighting system and controls. Replace with current technology and improve energy savings	$747,000				
2	CNCP	Davidson Road	Replace existing atmospheric boilers with new condensing units, and reconfigure terminal equipment for low temperature hot water	$979,000				
3	CNCP	District Facilities	Exterior Building Facility Lighting and Parking Lot Lighting Upgrades	$658,000				
			Sub Total Carbon Neutral Capital Program	$2,384,000	$0	$0	$0	$0

Central Okanagan Public Schools
Together We Learn

DRAFT
BY PRIORITY

APPENDIX A
May 1, 2020

FIVE YEAR CAPITAL PLAN SUMMARY - 2021/22 - 2025/26

PROJECT PRIORITY	CAP PROJ CODE	LOCATION	PROJECT DESCRIPTION	21/22	22/23	23/24	24/25	25/26
Bus Replacment Program								
1	BUS	Replacement Bus	Replace Bus Units #5233, #5234, #8232, #8233, #A9230; 3 New Routes					
2	BUS	Replacement Bus	Replace Bus Units #A0230, #A0232, #A0233, #A0234					
3	BUS	Replacement Bus	Replace Bus Units #A0235, #A0236, #A0237, #A0238, #A0239					
4	BUS	Replacement Bus	Replace Bus Units					
			Sub Total Bus Replacement Program	**$0**	**$0**	**$0**	**$0**	**$0**
Playground Equipment Program								
1	PEP	South Kelowna Elementary	Playground Equipment Replacement and Handicapped Accessible	**$125,000**				
2	PEP	Watson Road Elementary	Playground Equipment Replacement and Handicapped Accessible		**$125,000**			
3	PEP	Belgo Elementary	Playground Equipment Replacement and Handicapped Accessible			**$125,000**		
			Sub Total Playground Euipment Program	**$125,000**	**$125,000**	**$125,000**	**$0**	**$0**

Central Okanagan Public Schools
Together We Learn

CENTRAL OKANAGAN PUBLIC SCHOOLS
1040 Hollywood Road South, Kelowna, BC V1X 4N2
Tel. (250) 470-3216, Fax (250) 870-5075, www.sd23.bc.ca

Memorandum

Date: May 1, 2020
To: Planning and Facilities Committee
From: Ryan Stierman, Secretary-Treasurer/CFO

Information: Transportation Services Update

1.0 BACKGROUND

Formed in the 2018-19 school year in response to increasing community demands and unsustainable cost increases in Transportation, the Transportation Task Force Steering Committee was established by the Board of Education to make recommendations to create a sustainable transportation system that better meets the needs of the community.

As part of its work, the Transportation Task Force Steering Committee conducted a comprehensive community consultation that consisted of two surveys and five public consultation sessions. With over 3,500 responses and over 100 parents that attended the public sessions, the Committee was provided with a significant feedback to develop its recommendations.

On February 26, 2020, after this extensive review, the Board of Education approved changes to *Regulations 425R – Student Fees (Regulations)* and *470R – Transportation Services Management (Regulations) Guiding Principles for Transportation in Central Okanagan Public Schools* and opened registration for busing on March 2, 2020.

2.0 INFORMATION STATEMENT

Transportation Services has moved forward with several significant process improvements as it implements the Board's direction:

Registration

- The registration process was moved to the District's fee system and enables families to register their students all in one form.
- As of April 29, 2020, 2,911 families, for a total of 4,303 students have requested busing, with 3,136 students having already been registered and notified of their status.

Technology

- The department is currently implementing a new, more effective transportation management and routing system. The system will be going live during the Summer once the main round of bus assignment has taken place.

- A new system was developed in house to streamline the registration process and reduce the time required. Parents are notified by the system of their status (eligible, courtesy, school of choice or directed) as soon as their registration is processed by the department.
- Transportation fees will now be managed in the District's fee system to enable payment plans and more functionality for tracking and communications.

Communications

- The Transportation Services website has been updated to clearly identify the transportation standards and deadlines.
- The registration form was updated to clearly identify the transportation standards and deadlines and have parents acknowledge them.
- As indicated in the technology section, parents are notified of their status immediately after their registration is processed by the department.
- On April 6, 2020, an email was sent to the 2,219 families that applied for transportation in the 2019/20 school year but have not yet applied for the 2020/21 school year to remind them of the registration deadline. This process will be repeated at the beginning of May.
- An additional general reminder to all families will be sent on May 18, 2020.

Routing

- Changes to *Regulation 470R – Transportation Services Management (Regulations) Guiding Principles for Transportation in Central Okanagan Public Schools* and elimination of school of choice routes will enable more efficient routing and the ability to maximize bus loads.
- The new system that will go live in the Summer has enhanced functionality to streamline and improve routing.

3.0 SECRETARY –TREASURER/CFO COMMENTS

Transportation Services modified its processes to match the Board's direction, is innovating and maximizing efficiency, and continues to effectively serve and communicate with families. A final update on the 2020-21 registration process will be provided to the Board in the Fall.