

BOARD OF EDUCATION REGULAR PUBLIC MEETING AGENDA

School District No. 43 (Coquitlam)
Virtual Meeting via ZOOM

<https://sd43-bc-ca.zoom.us/j/67298312415>

*Our mission is to ensure quality learning
opportunities for all students of all ages*

**November 24, 2020
7:00 p.m.**

ACKNOWLEDGEMENT OF TERRITORY

Trustee Hobson

Today we acknowledge the Traditional Territory and honour the Ancestors and all relations who walked this land long before we were gathered here today. We would like to acknowledge, with gratitude, this beautiful place where we live, work, play and learn – the Coast Salish Nations. All My Relations.

A. ACCEPTANCE OF AGENDA

B. INTRODUCTIONS

C. DELEGATIONS / PRESENTATIONS

D. EDUCATION

E. APPROVAL OF CONSENT AGENDA (7:05 pm)

- a) Approval of October 27, 2020 Regular Board Meeting Minutes
- b) Trustee Calendar Planning Report for Information (*Pages 3-5*)
- c) Trustee Reports for Information (*Pages 6-17*)

F. RESPONSE TO PREVIOUS DELEGATIONS

G. DISTRICT STAFF REPORTS (7:10 pm)

- | | |
|---|-----------------------------------|
| a) Superintendent | Patricia Gartland |
| i) News & Events | (10 minutes) |
| ii) COVID-19 Update
(<i>Pages 18-19</i>) | Patricia Gartland
(10 minutes) |
| iii) Directions 2025
(<i>Pages 20</i>) | Patricia Gartland
(30 minutes) |

- G. DISTRICT STAFF REPORTS CONT'D (8:00 pm)**
- b) Secretary-Treasurer
 - i) 2021/2022 Budget Process Chris Nicolls
(10 minutes)
(Pages 21-22)
 - ii) Dr. Charles Best Secondary – Statutory Right of Way Ivano Cecchini
(10 minutes)
(Pages 23-30)
- H. UNFINISHED BUSINESS (8:30 pm)**
- a) Catchment Area Changes Gerald Shong
(10 minutes)
(Pages 31-34)
- I. QUESTION PERIOD (8:40 pm)** (10 minutes)
(for questions that relate to agenda items only)
- a) Trustees
 - b) Gallery
- J. NEW BUSINESS (8:50 pm)**
- a) Request for Trustee Representative on Committee Chair Palmer Isaak
(10 minutes)
(Verbal)
 - b) BCSTA Budget 2021-22 Trustee Cahoon
(10 minutes)
(Verbal)
- K. NOTICES OF MOTION**
- L. ITEMS OF TRUSTEE BUSINESS**
- M. QUESTION PERIOD (9:10 pm)** (10 minutes)
(for questions that relate to agenda items only)
- a) Trustees
 - b) Gallery

ELECTIONS FOR BOARD OF EDUCATION

CHAIR and VICE CHAIR

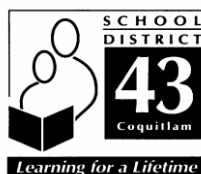
- N. ADJOURNMENT (9:20 pm)**

ANNOUNCEMENT

Next Public Board Meeting: January 19, 2020 – 7:00 p.m.

Location: Virtual Meeting via Zoom

Contacts regarding agenda items: Kerri Palmer Isaak, Chair – 604-939-9201
Chris Nicolls, Secretary-Treasurer/CFO – 604-939-9201
Jennifer Toderas, Executive Assistant – 604-939-9201



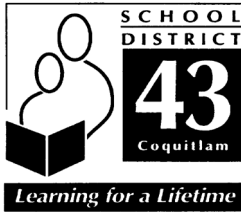
BOARD OF EDUCATION

Calendar Planning

November 24, 2020

DATE	MEETING	LOCATION	TIME
NOVEMBER 2020			
26	SD43/City of Port Coquitlam Liaison Meeting	Virtual Meeting via Zoom	4:00pm
27-28	BCSTA - Trustee Academy	Virtual Conference	
DECEMBER 2020			
1	SD43/City of Coquitlam Liaison Meeting	Virtual Meeting via Zoom	4:00pm
21-Jan 1	Winter Break		
JANUARY 2021			
12	Special In Camera Board Meeting	Microsoft TEAMS	4:00pm
19	Board Meeting	ZOOM	7:00pm
26	Finance and Audit Committee Meeting	District Office, Board Room	4:00pm
26	Board Working Session	Gallery Room, Winslow Centre	5:30pm
28	BCPSEA - Annual General Meeting	ZOOM	
FEBRUARY 2021			
2	HOLD: Budget Stakeholder Consultation	TBA	4:00pm
4	HOLD: Budget Stakeholder Consultation	TBA	4:00pm
9	Board Meeting	District Office, Board Room	7:00pm
16	Board Meeting (Special)	District Office, Board Room	6:30pm
19-20	BCSTA Provincial Council	TBA	
MARCH 2021			
2	Board Meeting	District Office, Board Room	7:00pm
22-Apr 1	Spring Break		
APRIL 2021			
6	Finance and Audit Committee Meeting	District Office, Board Room	4:00pm
13	Board Meeting	District Office, Board Room	7:00pm
15-18	BCSTA – Annual General Meeting	TBA	
20	Board Meeting (Special)	District Office, Board Room	6:30pm
27	Board Meeting	District Office, Board Room	7:00pm

MAY 2021			
4	Finance and Audit Committee Meeting	District Office, Board Room	4:00pm
11	Board Meeting	District Office, Board Room	7:00pm
JUNE 2021			
10	District Retirement Event	TBC	
22	Finance and Audit Committee Meeting	District Office, Board Room	4:00pm
29	Board Meeting	District Office, Board Room	7:00pm



SCHOOL DISTRICT NO. 43 (COQUITLAM)

Office of the Secretary-Treasurer

MEMORANDUM

TO: Board of Education

FROM: Chris Nicolls, Secretary-Treasurer/CFO

DATE: November 24, 2020

SUBJECT: Record of In Camera Meetings

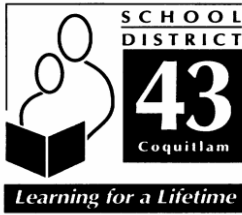
As per Section 72(3) of the *School Act*, the Board of Education reports that the following items were addressed at in camera meetings:

Special In Camera meeting held on October 27, 2020:

1. Personnel matters

In Camera meeting held on October 27, 2020:

1. Personnel matter
2. Financial matters
3. Other matters



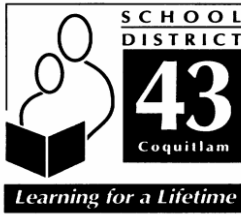
BOARD OF EDUCATION

TRUSTEE REPORT

November 24, 2020

Trustee Blatherwick participated in the following activities, events and meetings:

- October 13 - Special In Camera Board Meeting
- October 13 – In Service
- October 13 – Public Board Meeting
- October 14 – Centennial Construction Update Meeting
- October 27 – Special In Camera Board Meeting
- October 27 – In Service
- November 3 – Liaison Meeting – Villages of Anmore and Belcarra
- November 17 – Finance and Audit Committee
- November 11 – BC School Trustees Association – Metro Meeting
- November 19 – Board Working Session
- November 24 – Public Board Meeting



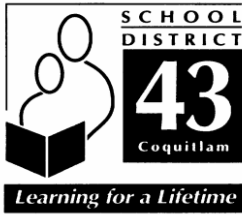
BOARD OF EDUCATION

TRUSTEE REPORT

November 24, 2020

Trustee Carol Cahoon participated in the following activities, events and meetings:

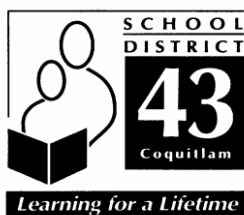
- Oct 26 – SD43 Teams Live prep run, Special In-Camera, In-Camera, In-Service, and Regular Public Board Meeting, Microsoft Teams
- Oct 28 – SD43 Middle School Student Leadership Council (SLC) Meeting, Microsoft Teams
- Oct 28 – SD43 District Parent Advisory Committee Meeting, Zoom
- Oct 29 – SD43 Secondary School SLC Meeting, Microsoft Teams
- Nov 3 – BC School Trustees Association (BCSTA) Professional Learning Committee (PLC) Meeting, Zoom
- Nov 3 – SD43 and Villages of Anmore & Belcarra Liaison Meeting, Zoom
- Nov 12 – Coquitlam Foundation Monthly Board Meeting, Zoom
- Nov 17 – SD43 Finance & Audit Committee Meeting, Zoom
- Nov 18 – BCSTA “Metro Branch” meeting, Zoom
- Nov 19 – Board Working Session “Directions 2025”, Zoom



**BOARD OF EDUCATION
TRUSTEE REPORT
November 24, 2020**

Trustee Lisa Park participated in the following activities, events and meetings:

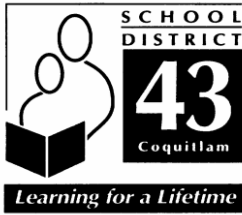
- October 27, 2020 - Special In Camera, In Camera Meeting and In Service Board Meeting, Microsoft Teams Meeting
- October 27, 2020 - Public Board Meeting, Microsoft Teams Meeting
- November 3, 2020 – Liaison Meeting – Village of Anmore/Belcarra, Zoom Meeting
- November 17, 2020 - Finance and Audit Committee Meeting, Zoom Meeting



**BOARD OF EDUCATION
TRUSTEE REPORT
November 24, 2020**

Trustee Christine Pollock participated in the following activities, events and meetings:

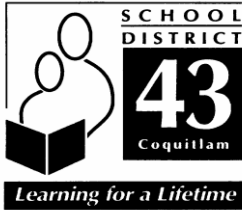
- Trustees In Camera meeting
- Public Board meeting
- Liaison meeting with Anmore/Belcarra
- SD43 Education Foundation Executive Directors meeting
- Board Self Evaluation with BCSTA (postponed)
- Board Working Session



**BOARD OF EDUCATION
TRUSTEE REPORT
November 24, 2020**

Vice Chair Craig Woods participated in the following activities, events and meetings:

- October 27, 2020 – Special In Camera Board meeting
- October 27, 2020 – In Camera Board meeting
- October 28, 2020 – DPAC General meeting
- October 30, 2020 – SD43 Board Chair/Vice Chair meeting with Mayors
- November 3, 2020 – Liaison meeting – Villages of Anmore and Belcarra
- November 10, 2020 – Board Agenda Setting meeting
- November 12, 2020 – Coquitlam Foundation Board meeting
- November 17, 2020 – Finance and Audit Committee meeting
- November 19, 2020 – Board Working Session



BOARD OF EDUCATION ITEMS OF TRUSTEE BUSINESS BCPSEA Report

Trustee Thomas presents the following report for information:

Conference Call

There will be a BCPSEA conference call on Monday November 23rd. Trustees Thomas and Hobson will be participating. The purpose is to introduce the interim CEO, give best wishes to Renzo and information on AGM.

AGM

The 27th Annual General Meeting of BCPSEA is scheduled for January 28, 2021. Due to the COVID-19 pandemic, the 2021 AGM will be facilitated in an online format with the specialized support of Data on the Spot/Simply Voting. More information will follow in December. The deadline for submitting special and ordinary resolutions for consideration at the AGM is December 9, 2020

Election of Directors

At this AGM, the members will be electing one Trustee Director from each of the following regions based on the staggered three-year election cycle as set out in Schedule 3 of the Bylaws:

- Vancouver Island/Coastal
- Fraser Valley

Candidates must be a trustee from one of the boards of education in the specific region as noted above, candidates must also be free from potential conflict of interest

The deadline for pre-nominations (in order to take advantage of the pre-AGM publicity) is December 9, 2020. Nomination will be accepted “on the floor” on Jan 28th, 2021.

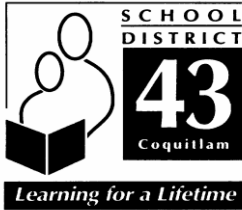
Staffing Announcements

Renzo Del Negro, Chief Executive Officer, is leaving BCPSEA. Renzo’s last day will be Friday, December 4. Renzo has made significant contributions to BCPSEA over the past 23 years. Renzo is a gifted labour relations professional who has provided outstanding leadership and service to the K-12 public education sector.

Janet Stewart has left BCPSEA to pursue an opportunity outside of the K-12 sector. Janet’s last day with BCPSEA was October 20. Janet was a key member of the BCPSEA team and her work on the bargaining preparation phase, as well as her representation on the provincial bargaining team, was instrumental to successful negotiation of the 2019-2022 Provincial Collective Agreement with the BCTF.

Judy Maranda has accepted the position of Director, Human Resources with SD No. 37 (Delta). Judy's last day at BCPSEA was October 22. Judy was a significant contributor to BCPSEA, through her work as a labour relations liaison.

Devon Frame has accepted the position of Manager of Business Development and Client Relations at Frame and Associates. Devon's last day with Make a Future is October 30, 2020. Devon has played an integral role on Make a Future's team, representing BC's K-12 public education system at numerous career fairs, and assisted school districts in recruiting hundreds of staff and building strategic relationships with post-secondary institutions.

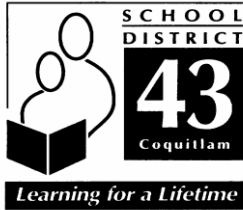


BOARD OF EDUCATION
ITEMS OF TRUSTEE BUSINESS
Tri-Cities Task Force on Childcare Report

Trustee Blatherwick provides the following report on the Tri-Cities Task Force on Childcare:

In response to the joint letter sent to the local school district MLAs and the Minister for Health, Minister of Education and the Minister of State for Childcare in July of 2020, we received a positive response acknowledging receipt and in some cases requesting more information.

The provincial election interrupted this process, but we received a call from provincial government staff to let us know that they will be following up with us again once new MLAs are sworn in and government has completely reformed.

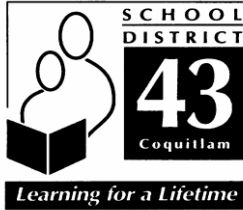


BOARD OF EDUCATION ITEMS OF TRUSTEE BUSINESS Coquitlam Foundation Report

Vice Chair Craig Woods presents the following report for information:

Below please find highlights from the Coquitlam Foundation Board meeting held on November 12th, 2020.

- ✧ Board update: Four new Directors have joined the Board, they are Jack Trumley, Debbie Pudek, Lois McNary, and Malik Malikzada. Serving as Members at Large, they each are supporting the various committees of the Board.
- ✧ Emergency Community Support Fund (ECSF): a second round of ECSF funding has been allocated to the following 12 community organizations:
 - Hope for Freedom
 - Crossroads Hospice
 - Place des Arts
 - Kinsight
 - New View Society
 - Share Family and Community Services
 - Talitha Koum
 - Access Youth
 - Coquitlam Public Library
 - Coquitlam Search & Rescue
 - L.J. Christmas Manor/Burquitlam Senior Housing Society
 - Sage Foundation
- ✧ Remembrance Day: the Foundation honoured Remembrance Day by purchasing a wreath from Legion #263 and placing it at the Cenotaph.
- ✧ Foundation Grants cycle: The Foundation is ready for our next round of the Foundation grants cycle. The Grants cycle will open December 1, 2020 and close February 15, 2021.



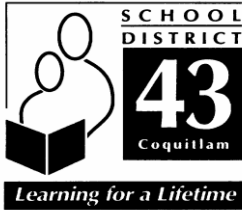
BOARD OF EDUCATION
BCSTA ITEMS OF BUSINESS
DPAC Report

Vice Chair Craig Woods presents the following report for information:

DPAC Annual General Meeting
Wednesday, October 28th, 2020 – 7:00pm
Online meeting via Zoom

- ✧ DPAC acknowledged and thanked the Board for the \$20,500.00 funding for their annual expenses.
- ✧ Superintendent Gartland presented on the K-12 Restart Plan and its goals to support emotional & mental health via an investment in health and safety, it's five stage plan, learning groups, and gradual re-entry
- ✧ The Superintendent reminded parents that the District takes direction from the Public Health Officer on all our Covid protocols and spoke to the fact the District has only had exposures from community based transitions to date and no clusters or outbreaks have been reported.
- ✧ The Superintendent also introduced the draft Directions 2025 strategic plan by explaining how our mandate, the Board, senior leadership, and stakeholder group feedback helps to shape the plan. The Superintendent reviewed the process and engagement opportunities and invited questions and feedback.
- ✧ Parent inquiries included asking about:
 - Covid exposures in school that held voting station for the recent election
 - cleaning in schools and variations in sanitization practices from school to school
 - addressing inclusion and mental health in the strategic plan
 - supporting digital literacy for students and educators in a hybrid or remote learning environment

- development of rashes and skin conditions from amount of washing and sanitation
- funding and maintaining emergency kits
- ✧ The meeting concluded with an open forum discussion for parents only, and all guests and Trustees were asked to leave.



BOARD OF EDUCATION ITEMS OF TRUSTEE BUSINESS SD43 Education Foundation Report

Trustee Hobson presents the following report for information:

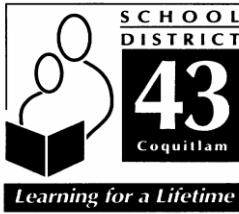
The SD43 Education Foundation Board met on November 12th. Terms of Reference for the Registered Endowment Funds were discussed and approved for the following:

- Directions 2025
- SD43 Scholarship/Bursary Program
- Supporting Students with Special Needs
- Supporting Vulnerable Students

These Funds will provide guidance to the Foundation Directors regarding the spending of donations to the Foundation.

The website is being updated on a regular basis with “About Us” having been added recently. Letters soliciting donations have been drafted and will be going out to internal and external communities, including SD43 suppliers and existing scholarship donors, to solicit donations.

The Board decided to begin the process of developing a mission statement and goals for the Foundation by working with a facilitator as a Board. Once these are complete, they will be brought forward to the membership.



SCHOOL DISTRICT NO. 43 (COQUITLAM)

Office of the Superintendent

MEMORANDUM

TO: Trustees

FROM: Patricia Gartland, Superintendent & CEO

DATE: November 24, 2020

SUBJECT: COVID-19 School Exposure

COPIED TO: District Leadership Team

Recommended Action: This is provided for Board information.

As requested by the Board, please find below a summary of the action steps undertaken upon notification by Fraser Health of a COVID-19 exposure that involves a SD43 location.

- Public Health advised of a confirmed case of COVID-19 at a SD43 location.
 - Public Health provides an early notification letter to parents and others.
 - School-based staff is informed by SD43 Administration.
 - Staff meetings are held to review the exposure.
 - Itinerant/Casual Staff and visitors are contacted by School Administration.
 - Partner Groups are informed by Human Resources.
 - Rental Groups are informed by the Rentals Department.
 - Extra Deep Cleaning staff are deployed through Custodial Services (We have 4 teams and 4 Clorox 360 machines available).
 - Letters are sent to the School Community.
 - Announcement is posted on social media.
 - Extra staff is deployed to the site as required.
 - Ministry of Education is notified.
-
- Rental groups cancelled for the period November 7-23, 2020 following the Provincial Health Officer order on limiting social interactions.

Attached is a summary of Fraser Health reported exposures in SD43 locations since school returned on September 14, 2020 through November 18, 2020. Recently, we have also received several self-monitoring requests for students and/or staff members in specific classrooms.

.../2

	Fraser Health Notification Date	Location	Exposure Dates
1	September 23	Riverside Secondary	September 18
2	October 6	Como Lake Middle	September 28, 29, 30
3	October 7	Pitt River Middle	September 30, October 1
4	October 8	Seaview Elementary	October 2
5	October 8	Miller Park Elementary	September 30, October 1, 2
6	October 12	Mundy Road Elementary	October 6
7	October 16	Glen Elementary	October 6, 7, 9
8	October 19	Heritage Woods Secondary	October 15
9	October 21	Port Moody Secondary	October 13
10	October 21	Banting Middle	October 13, 14
11	October 22	Centennial Secondary	October 15, 16
12	October 23	Kwayhquitlam Middle	October 13, 14, 15, 16, 19, 20
13	October 23	Pitt River Middle	October 15, 16
14	October 24	Glen Elementary	October 15
15	October 24	Smiling Creek Elementary	October 16
16	October 24	Roy Stibbs Elementary	October 16
17	October 24	Winslow Centre	October 15, 16
18	October 24	Summit Middle	October 13, 14
19	October 25	Centennial Secondary	October 19, 20, 21
20	October 25	Maillard Middle	October 14, 15, 19, 20, 21
21	October 25	Glen Elementary	October 14
22	October 26	Pinetree Secondary	October 15, 16, 19, 20
23	October 26	Coquitlam River Elementary	October 19, 20
24	October 26	Harbourview Elementary	October 16, 20
25	October 28	Kwayhquitlam Middle	October 21, 22, 23
26	October 28	Blakeburn Elementary	October 21
27	October 29	Mundy Road Elementary	October 15, 16, 20, 21, 22
28	October 30	Westwood Elementary	October 19, 20, 21, 22, 26
29	October 31	CABE	October 15, 16, 19, 23, 26
30	November 2	Terry Fox Secondary	October 26, 27, 28, 29
31	November 2	Gleneagle Secondary	October 26, 27, 28
32	November 3	Pinetree Secondary	October 25, 26, 29
33	November 5	Cedar Drive Elementary	October 26, 27, 28
34	November 5	Coquitlam River Elementary	October 26, 27, 28
35	November 5	Mundy Road Elementary	October 29
36	November 5	Smiling Creek Elementary	November 2
37	November 9	Dr. Charles Best Secondary	November 3
38	November 10	Dr. Charles Best Secondary	November 2, 3, 4
39	November 10	Suwa'ikh	November 5
40	November 11	Hazel Trembath Elementary	October 29
41	November 13	Glen Elementary	November 4, 6
42	November 16	Central Elementary	November 2, 3, 4
43	November 16	Hazel Trembath Elementary	November 3, 4, 5, 6
44	November 16	Mary Hill Elementary	November 3, 4, 5, 6
45	November 16	Terry Fox Secondary	November 4
46	November 18	Nestor Elementary	November 5, 6, 9, 10
47	November 18	Minnekhada Middle	November 9, 10
48	November 18	Port Moody Secondary	November 12
49	November 18	Porter Elementary	November 12, 13



SCHOOL DISTRICT NO. 43 (COQUITLAM)

MEMORANDUM

TO: Trustees

FROM: Patricia Gartland
Superintendent

DATE: November 24, 2020

RE: Directions 2025 Framework

CC: District Leadership Team

Recommended Action:

That the Board of Education pass a motion to approve the Directions 2025 Strategic Plan.

At the November 24th Public Board Meeting, I will provide the final version of the Directions 2025 framework that was developed based on feedback received. This is the final phase of the development of the Board of Education's Directions 2025 Strategic Plan.

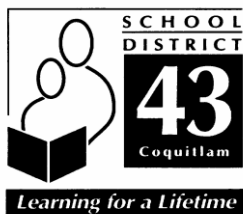
Background Information:

In the Fall of 2019, the Board began work on refreshing the strategic goals of Directions 2020 in order to guide our priorities over the coming years. District staff engaged stakeholders in a series of events and information collection processes beginning with Board Working Sessions, stakeholder focus group activities and stakeholder surveys. The feedback provided has been compiled and used to shape the Board's refreshed strategic goals and associated objectives.

Development of this strategic plan represents an important step in the Board governance process and provides the Superintendent and district staff with direction to guide priorities going forward. Over the last 5 years, Directions 2020 has successfully provided focus to district direction. Directions 2025 will build on this success by updating this focus to embrace opportunities and address challenges over the coming 5 years.

The Board is committed to moving forward with its Directions 2025 strategic vision based on the following timeline:

October 13	Announce next steps
October 27	Present draft framework at Public Board Meeting
October 28	Present draft framework at District Parent Advisory Council Meeting
October 28/29	Release draft framework to partner groups for feedback
November 5	Present draft framework at Learning Without Boundaries Meeting
November 12	Receive feedback from partner groups
November 19	Board review of feedback
November 24	Announce final framework at Public Board Meeting
December 1	Publish Directions 2025 document on district website



SCHOOL DISTRICT NO. 43 (COQUITLAM)

Office of the Secretary-Treasurer

MEMORANDUM

TO: Board of Education

FROM: Chris Nicolls, Secretary-Treasurer/CFO

DATE: November 24, 2020

SUBJECT: Budget Process 2021/22

COPIED TO: District Leadership Team

Recommended Action: Recommend to the Board of Education to accept the proposed 2021/22 Budget process as recommended by the Finance & Audit Committee.

Background: The 2021/22 budget approach is proposed to follow the same budget process as used in this past year which incorporated the opportunity for stakeholders to make public presentations to the Board in February, after the amended budget for the current year but prior to the development of the following years annual budget.

This Board revised process is intended to be more consultative, by allowing stakeholders to provide their input into the budget development process. The process will continue to feature user friendly documents and frames financial information in a manner that is more accessible to stakeholders.

As per previous practices, budget priorities and decisions will be based on the goals and objectives outlined in Directions 2025 and the financial governance and accountability best practice requirements of the Ministry.

The budget process will also continue with partner group meetings to review budgetary information and reaffirm budgetary discussions that have been ongoing throughout the year. The formal presentation of the preliminary budget by management takes place in April. This is followed by stakeholder delegation comments in response to the preliminary budget in mid-April and the presentation of the final preliminary budget at the end of April. The budget process has been pushed back by a week as a result of how the calendar flows this year.

The proposed schedule of Board budget meetings is as follows:

1. Stakeholder Input into the 2020/2021 Budget Development Process: February 16, 2021

Staff will make a brief presentation including:

- Stakeholder Budget Input Process,
- History of Stakeholder Submissions
- Identified Financial Risks

The Board will receive stakeholder input and comments

2. Presentation of Preliminary Budget: April 13, 2021

The presentation of the preliminary budget at the Regular Public Board Meeting will allow stakeholders to see the main themes and priorities in the budget, based on the strategic goals, and first ideas on how to achieve a balanced budget. The Board and Public will have the opportunity to ask questions. The Board has the opportunity to deliberate the proposed budget.

3. Board Deliberation and Stakeholder comments on the Proposed Budget: April 20, 2021

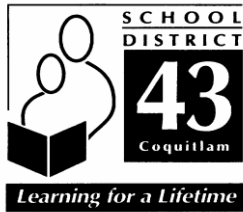
Stakeholder will have the opportunity to comment on the proposed 2020/2021 budget, that will take place at this Special Public Board Meeting. The Board has the opportunity to engage staff and deliberate the budget.

4. Final Presentation and Board Approval of Budget: April 27, 2021

At the Regular Public Board Meeting, the budget will be presented for approval. This will incorporate any changes requested by the Board based on their deliberation.

The user friendly documents that will be available online to the public will include the following:

- Stakeholder Consultation Guide
- Guidelines for Delegations
- Budget Background Presentation
- Budget Process & Assumptions
- Budget FAQs
- Glossary of Terms
- Financial Statements
- Financial Statement Discussion & Analysis
- Guide to Financial Statements
- BC Ministry of Education Funding & Allocation Information



SCHOOL DISTRICT NO. 43 (COQUITLAM)

MEMORANDUM

TO: Chris Nicolls, Secretary-Treasurer / Chief Financial Officer

FROM: Ivano Cecchini, Executive Director, Facilities and Planning Services

DATE: November 24, 2020

SUBJECT: Dr. Charles Best Secondary Covenant Bylaw

COPIED TO: District Leadership Team

Recommended Action: That the Board of Education pass a motion to hold all three readings and have all three readings, final passage and adoption of the Charles Best Secondary Geotechnical Covenant Bylaw 2020.

Background: As a result of a variance being provided by the City of Coquitlam for the Addition at Charles Best Secondary, the City has requested a covenant whereby the Board agrees not to construct any improvements within the "Covenant Area" of the property, or elsewhere on the property except in accordance with the City's bylaws and the Geotechnical Engineers Report.

THE BOARD OF EDUCATION OF SCHOOL DISTRICT NO. 43 (COQUITLAM)
CHARLES BEST SECONDARY SCHOOL GEOTECHNICAL COVENANT BYLAW 2020

WHEREAS a board of education may dispose of land or improvements owned or administered by the board under the authority of Section 96(3) of the School Act, subject to the Orders of the Minister of Education (the “**Minister**”);

AND WHEREAS the Minister issued Order M193/08 effective September 3, 2008 requiring fee simple sales and leases of land or improvements for a term of ten years or more to be specifically approved by the Minister, unless the transferee is an independent school or another school board;

AND WHEREAS Section 65(5) of the *School Act* requires a board of education to exercise a power with respect to the acquisition or disposal of property only by bylaw, and the granting of a covenant under section 219 of the British Columbia *Land Title Act* is a disposal of an interest in land;

AND WHEREAS:

- (i) The Board of Education of School District No. 43 (Coquitlam) (the “**Board**”) owns and operates the Charles Best Secondary School site (the “**Property**”);
- (ii) The City of Coquitlam (the “**City**”) has asked the Board to grant the City a covenant under section 219 of the British Columbia *Land Title Act* (the “**Covenant**”) over the portion of the Property (the “**Covenant Area**”) shown outlined in bold on Reference Plan EPP104915, a reduced copy of which is attached hereto as Schedule A, pursuant to which the Board agrees not to construct any improvements within the Covenant Area, and not to construct any improvements elsewhere on the Property except in accordance with the City’s bylaws and the Geotechnical Engineers Report attached to and forming part of the Covenant;
- (iii) the Property is facility number 80 ;
- (iv) the address of the Property is 2525 Como Lake Avenue, Coquitlam, British Columbia, V3J 3R8, and the legal description of the Property is:

Parcel Identifier: 006-115-241 Lot 33 District Lot 361 Group 1 New Westminster District Plan 46751; and
- (v) the Board is satisfied that it would be in the best interests of the Board to grant the Covenant, and that the area to be encumbered by the Covenant will not be required by the Board for future educational purposes.

NOW THEREFORE be it resolved as a Bylaw of the Board that the Board grant the Covenant.

BE IT FURTHER resolved that the Secretary-Treasurer be and is hereby authorized, on behalf of the Board, to execute and deliver the Covenant and all such amendments thereto as the Secretary-Treasurer may, in his discretion, consider advisable, and all related and ancillary documents required to complete the granting of the Covenant.

This Bylaw may be cited as "School District No. 43 (Coquitlam) Charles Best Secondary School Geotechnical Covenant Bylaw 2020".

Read a first time this ____ day of _____ 2020.

Read a second time this ____ day of _____ 2020.

Upon unanimous agreement of the Trustees of the Board in attendance, this Bylaw was read a third time on _____ 2020, and finally passed and adopted this ____ day of _____ 2020.

Chairperson of the Board

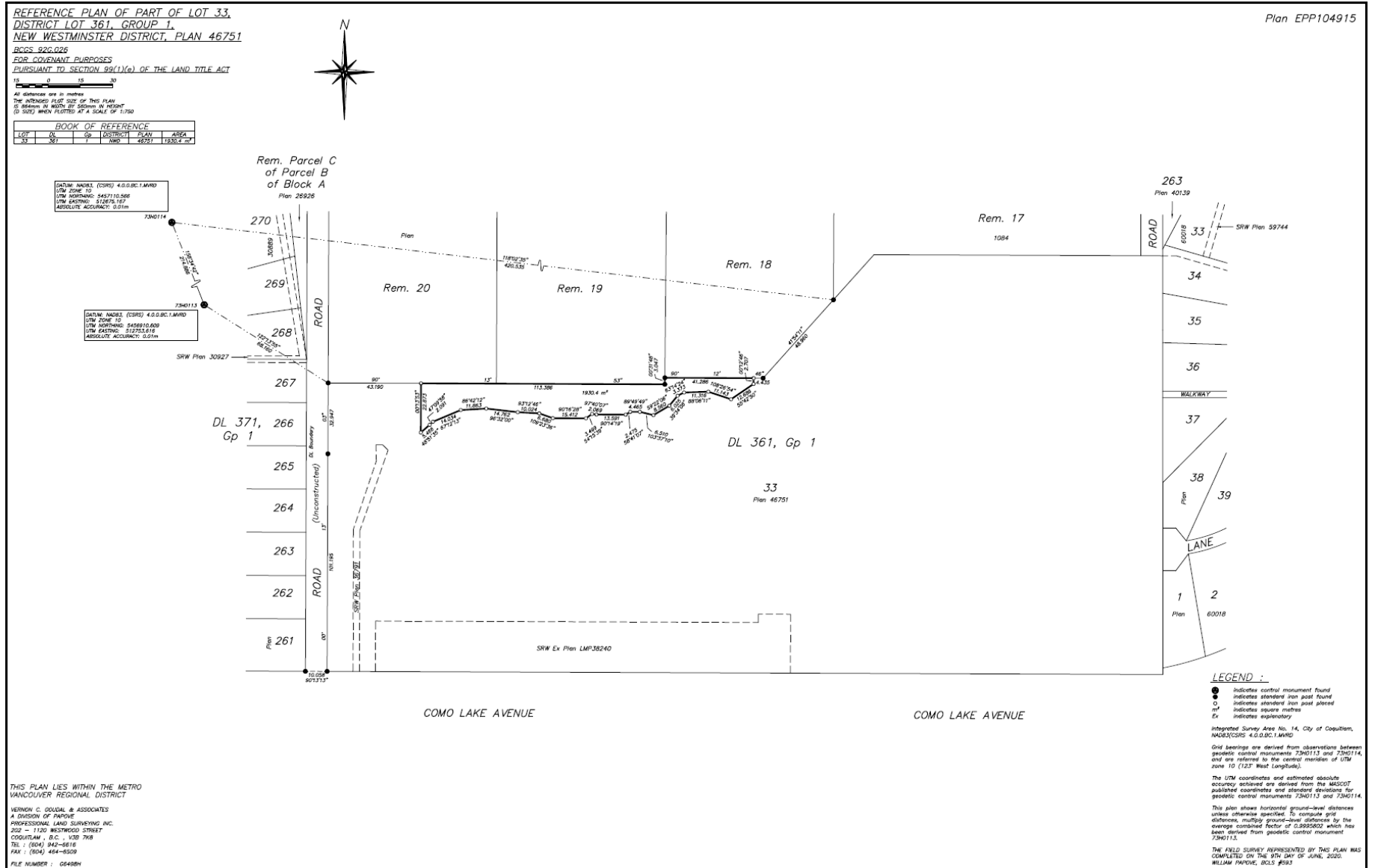
Corporate Seal

Secretary-Treasurer

I HEREBY CERTIFY this to be a true original of School District No. 43 (Coquitlam) Charles Best Secondary School Geotechnical Covenant Bylaw 2020, adopted by the Board the ____ day of _____ 2020.

Secretary-Treasurer

SCHEDULE A





January 3, 2020

School District No. 43 (Coquitlam)
550 Poirier Street
Coquitlam, BC V5G 4W3

e-mail: rpengelley@sd43.bc.ca

Attention: Rod Pengelley, ASCT
Manager of Projects

Re: EXP Reference No. VAN-00244515-A0
Dr. Charles Best Secondary School Addition
2525 Como Lake Avenue, Coquitlam, BC

Dear Sir:

1.0 INTRODUCTION

As requested, EXP Services Inc. (EXP) has prepared this letter report summarizing results of slope stability analyses for the above-referenced site. The proposed addition building is planned to be set back a horizontal distance of between approximately 10m and 17m from the crest of the northern steep slope that bounds the northern part of the project site. EXP issued a geotechnical report dated September 19, 2019 for the proposed building addition construction at the site. Geotechnical report recommended two (2) different foundation options:

- ***Option 1 – Shallow Pad/Strip Footings placed over improved ground:***

Option 1 comprises of shallow foundations constructed over a Mechanically Stabilized Earthen (MSE) zone.

- ***Option 2 – Helical Pile Foundation with Grade Beams:***

Option 2 comprises of piled foundation, such as helical pile embedded at least 1m into the native till-like soils.

EXP also prepared geotechnical specifications for the above options. We understand that City of Coquitlam (the “City”) intends to review global stability analysis results. EXP conducted slope stability analyses and results are presented in this letter, which should be read in conjunction with the above-mentioned geotechnical report.

2.0 METHODOLOGY

2.1 Sources of Information

The following sources of information were reviewed to complete the slope stability analysis:

- A geotechnical exploration program completed by EXP on January 5, 2018;
- Site reconnaissance's completed by EXP Geotechnical Engineer of EXP on January 22, 2018 and September 13, 2019;
- A site plan prepared by DA Architects + Planners (DA Job/Dwg. No. 1716-000 / A1.02, dated September 05, 2019);
- Site topographic data available in City of Coquitlam online database; and,
- Geotechnical report prepared by EXP for the proposed construction dated September 18, 2019.

2.2 Analysis Method

Slope stability analysis was completed using the Limit Equilibrium slope stability analysis software GeoStudio 2018 - SLOPE/W, employing Morgenstern and Price Limit Equilibrium methods for both foundation Options 1 & 2.

Typical slope sections representing current slope conditions were developed based on the DA site plan, site topographic information inferred from the City of Coquitlam online database, and information collected during our site reconnaissance's. The developed slope sections were analyzed under both static and seismic conditions. To be conservative, a minimum building setback of 10m from the slope crest was also assumed in the analysis.

Soil strength parameters used in the slope stability analysis model are estimated based on EXP's local experience, available test hole logs, observations made during the site reconnaissance, and back analysis of a critical slope section. The soil parameters used in the analysis are presented in Table 1 below.

Table 1: Summary of Soil Parameters Used in the Analysis

Soil Type	Unit Weight (kN/m ³)	Friction Angle, Φ (degree)	Cohesion (kPa)
Existing Fill	18	33	-
Native Silty Sand	18	34	5
Till-like soil	21	38	10
Structural Fill	19	36	-

During static loading condition, slope stability analyses were conducted for the following scenarios:

- a perched groundwater level located within the existing fill zone; and,
- entire slope being saturated.

Seismic slope stability analysis was performed for a seismic event with a 2% in 50-year probability of exceedance (1 in 2,475-year return period). To evaluate seismic performance, Site Class "C" in accordance

with 2018 BC Building Code was considered (ref. EXP geotechnical report dated September 18, 2019). For the design earthquake motion with a 1:2,475-year return period, a Peak Ground Acceleration (PGA) value of 0.32g was selected for the analysis. A perched groundwater level was also considered in the slope model during seismic loading condition.

2.3 Slope Stability Analysis Results

The slope stability analysis results for both foundation options as mentioned earlier, are presented on the attached Figures 1 to 6. The calculated Factor of Safety (FoS) against slope failure under static and seismic conditions are summarized in the following Table 2.

Table 2: Summary of Slope Stability Analysis Results

Analysis Condition	Calculated FoS
Static – Perched groundwater level within fill zone	1.7
Static – Saturated slope condition	1.5
Seismic loading	1.0

3.0 CONCLUSION

Based on results of slope stability analysis, it is our opinion that should the proposed building addition located as shown on the DA site plan and constructed over recommended foundations options (i.e. shallow foundations over MSE zone or piled foundation) would be stable with respect to global stability. The calculated FoS =1 under seismic loading conditions does not warrant needs for further seismic slope stability analysis (as per 2010 APEGBC *Guideline for Legislated Landslide Assessments for Proposed Residential Developments in BC*).

Furthermore, all surface water runoff from existing or proposed building, parking areas, laneways, and lawn or grass fields should be properly collected and conveyed to discharge away from the crest of the slope. Uncontrolled surface water runoff should not be permitted to flow over the face of the slope.

EXP Services Inc.

*Slope Stability Analysis
Dr. Charles Best Secondary School, Coquitlam, BC
Project Number: VAN-00244515-A0
January 3, 2020*

We trust that this memorandum meets your present needs. Should you have any questions regarding any aspect of the above-noted, please contact the undersigned

Sincerely,

EXP Services Inc.

Pranay Saha, M.Eng., P.Eng.
Geotechnical Engineer

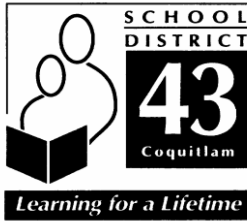


Reviewed by:

Kai-Sing Hui, P.Eng.
Manager- Geotechnical Division

A blue ink handwritten signature of Kai-Sing Hui.

Attachment: Figures 1 to 6 - Slope Stability Analysis Results



SCHOOL DISTRICT NO. 43 (COQUITLAM)

MEMORANDUM

TO: Patricia Gartland, Superintendent

FROM: Gerald Shong, Assistant Superintendent
Ivano Cecchini, Executive Director, Facilities & Planning Services
Devon Ross, Principal, Facilities Initiatives

DATE: November 24, 2020

SUBJECT: **Catchment Areas Update – Early French Immersion**

COPIED TO: DLT

Recommended Action: This is provided to the Board of Education for information.

Background:

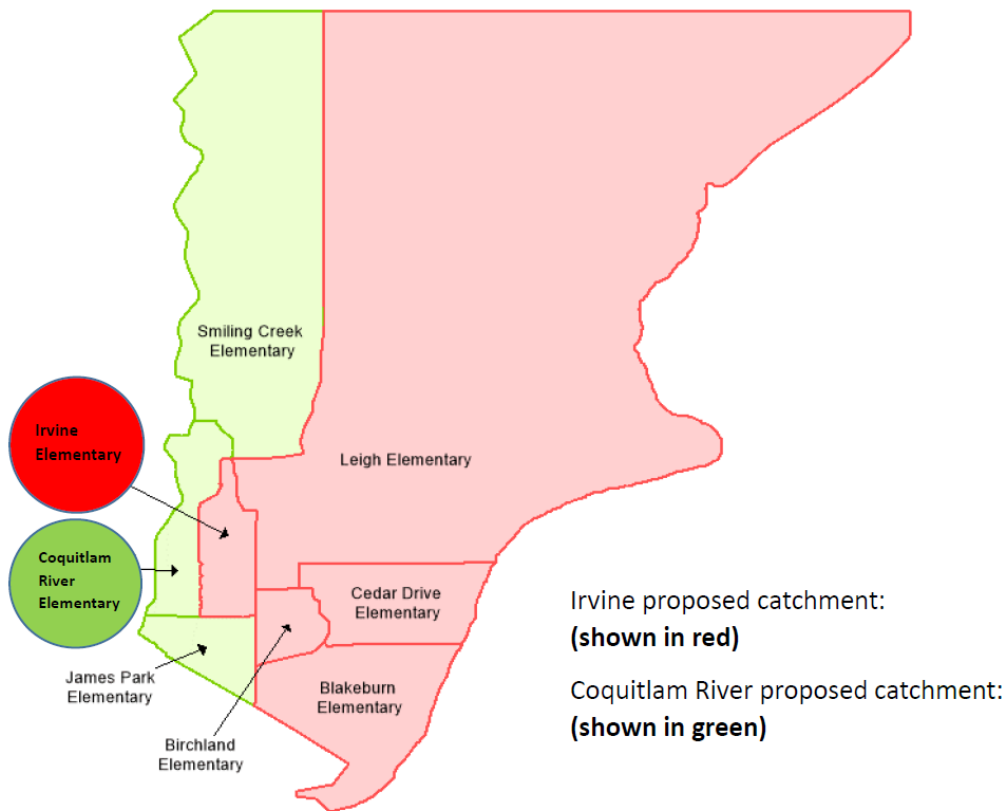
As previously reported, School District # 43 (Coquitlam) completed an annual district-wide catchment boundary review. Early French Immersion catchment areas on the north side of the district were identified for proposed changes for the 2021-2022 school year. This is a continuation of our district's work to provide a sustainable French Immersion program within SD43.

The Catchment Boundary Review Process involved identification of potential changes, sharing information regarding these proposed changes with stakeholders, and receiving feedback. Stakeholders included Partner Groups, the French Advisory Council, as well as staff and families at potentially impacted schools. Feedback was received directly from Partner Groups as well as through an online survey. Overall, the feedback was very supportive of the proposed catchment changes. Following analysis and evaluation of feedback, it was recommended to proceed with the proposed changes as presented. Changes will be in place prior to school registration for September 2021. Decisions will be communicated to stakeholders.

A summary of the changed catchment areas for Early French Immersion are found below:

New French Immersion Catchment Areas (Northeast Quadrant):

- Have French Immersion catchments split along English regular program catchment lines as shown in red and green below.
- Allows for creation of a French Immersion catchment area for both Coquitlam River and Irvine as they both have Kindergarten to Grade 5 programs.
- This change is only for new Kindergarten students beginning in 2021.



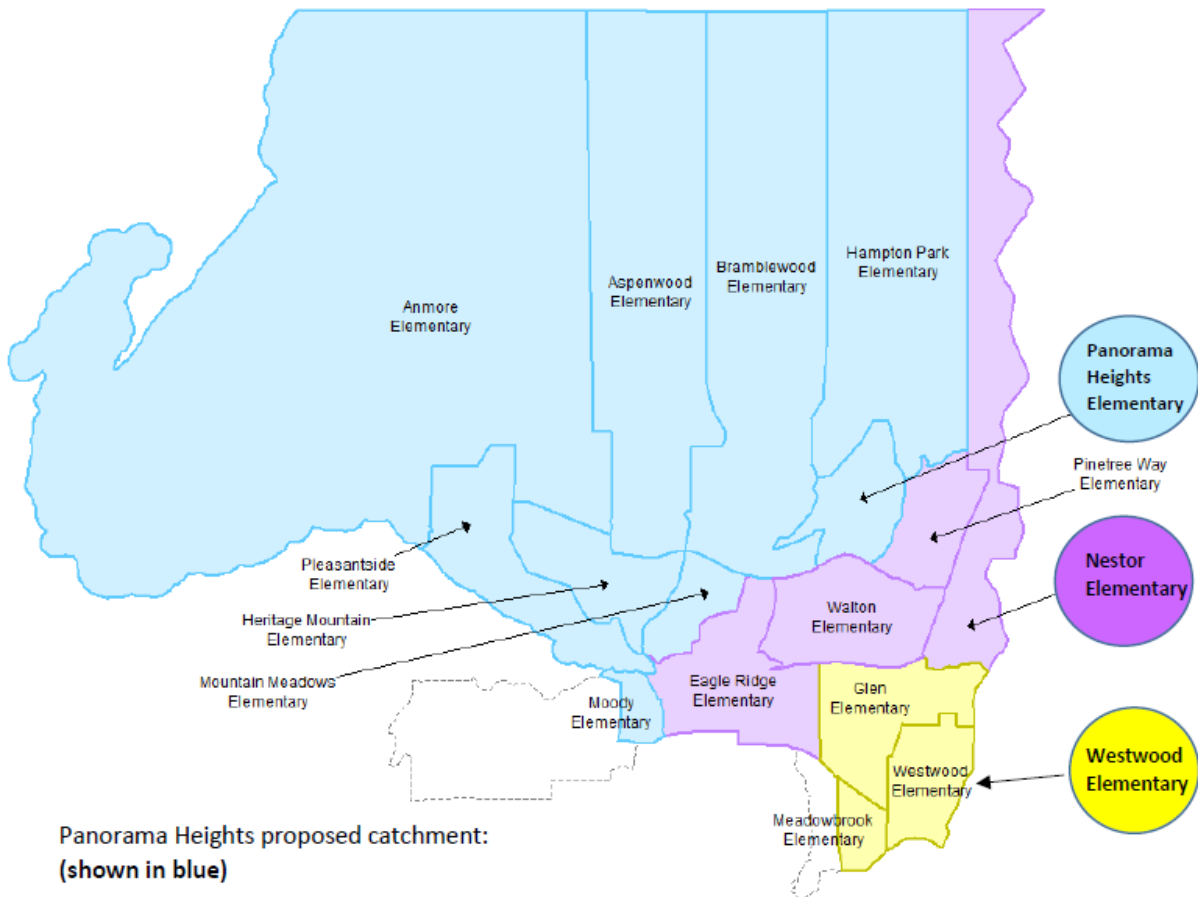
Summary Chart:

Regular School Elementary Catchment	Current French Immersion Elementary Catchment	Proposed New French Immersion Elementary Catchment
Coquitlam River	Irvine*	Coquitlam River
James Park	Irvine*	Coquitlam River
Smiling Creek	Irvine*	Coquitlam River
Birchland	Irvine*	Irvine
Blakeburn	Irvine*	Irvine
Cedar Drive	Irvine*	Irvine
Irvine	Irvine*	Irvine
Leigh	Irvine*	Irvine

*Coquitlam River Elementary was previously the overflow catchment for Irvine Elementary

New French Immersion Catchment Areas (Northwest Quadrant):

- Have French Immersion catchments split along English regular program catchment lines as shown in blue, purple, and yellow below.
- This change is only for new Kindergarten students beginning in 2021.



Panorama Heights proposed catchment:
(shown in blue)

Nestor proposed catchment:
(shown in purple)

Westwood proposed catchment:
(shown in yellow)

Summary Chart:

Regular School Elementary Catchment	Current French Immersion Elementary Catchment	Proposed New French Immersion Elementary Catchment
Anmore	Westwood	Panorama Heights
Aspenwood	Westwood	Panorama Heights
Bramblewood	Panorama Heights	Panorama Heights
Hampton Park	Panorama Heights	Panorama Heights
Heritage Mountain	Westwood	Panorama Heights
Mountain Meadows	Westwood	Panorama Heights
Panorama Heights	Panorama Heights	Panorama Heights
Pleasantside	Westwood	Panorama Heights
Moody (Eastern Portion)	Westwood	Panorama Heights
Moody (Western Portion)	Glenayre	Glenayre
Eagle Ridge	Westwood	Nestor
Nestor	Nestor	Nestor
Pinetree Way	Nestor	Nestor
Walton	Nestor (Eastern Portion) Panorama Heights (Western Portion)	Nestor (Both Eastern and Western Portion)
Glen	Nestor	Westwood
Westwood	Westwood	Westwood
Meadowbrook (Eastern Portion)	Nestor	Westwood
Meadowbrook (Western Portion)	Porter Street	Porter Street