

**BUILDINGS AND GROUNDS COMMITTEE**  
**Reporting to Public Session, Tuesday, January 24, 2012**

The Buildings and Grounds Committee met on Tuesday, January 17, 2012 at 5:10 pm. In attendance were: Trustees James Wang (Chair), Meiling Chia and Larry Hayes; Secretary-Treasurer Greg Frank, Director of Facilities Services Russ Sales, Director of Employee Relations Doug Berardine (agenda item 1) and Health and Safety Officer Terry Gomez (agenda item 1).

**1. Correspondence from Louise Hazemi:  
Earthquake Preparedness in Burnaby**

The Committee reviewed a letter from Louise Hazemi, a member of the Confederation Park Parent Advisory Committee outlining her concerns with emergency planning in Burnaby.

Working in conjunction with the City of Burnaby, the district will participate in an informational meeting to be hosted by the city to help address the issues raised by Ms Hazemi. The committee is appreciative of the services Ms Hazemi has provided in working with Confederation staff, students and parents to set up and outfit the school's earthquake preparedness container.

Recommendation: THAT the Board of Education receive this information.

**2. Capital Projects Update**

The committee reviewed the Capital Projects Update report. The report included details on the capital projects currently in various stages of construction within the district. Highlights include:

**Burnaby Central Secondary School – Replacement Project**

- Construction value \$50 million
- City of Burnaby partnership in track, field and related facilities
- Ongoing asbestos abatement and demolition of old facility
- Target completion date – fall 2012.

### **Gilmore Community Elementary School – Seismic Upgrade**

- Construction value \$13 million
- South block – interior 90 % complete
- South block – exterior brick work 90 % complete
- Target project completion date – fall 2012.

### **Modular Classrooms – Full-Day Kindergarten**

- Construction value \$1.7 million
- All units substantially complete
- Deficiencies being completed.

### **Taylor Park Elementary School – Full-Day Kindergarten Addition**

- Construction value \$4.5 million
- Eleven classroom addition occupied
- Deficiencies being completed.

### **Windsor Neighbourhood Learning Centre**

- Relocation of portable pod from Burnaby South Secondary School to Windsor Elementary School
- Relocation value \$250,000
- Site works value \$400,000
- Siding, office, perimeter drains underway
- Target completion date – February 2012.

Recommendation: THAT the Board of Education receive this information.

### **3. Correspondence from the Columbia Institute**

The Committee reviewed a letter from the Columbia Institute (referred by the Board October 11, 2011) forwarding copies of two reports: Catch \$25: How Mandatory Carbon Offsets are Undermining Real Emissions Reductions in BC School Districts, and This Green House: Building Fast Action for Climate Change and Green Jobs. The committee discussed the reports and related issues in detail.

Recommendation: THAT the Board of Education receive this information.

#### **4. Playgrounds**

##### Reimbursement of PAC Funds by the Ministry of Education

The committee reviewed the Ministry of Education's December 7 letter regarding the second phase of an \$8 million capital program to fund the acquisition of new playground equipment, and the upgrading, repair or replacement of existing playground equipment. The first phase of the program targeted funds to schools with no playgrounds. The second phase is now being provided to school districts to reimburse parent advisory councils for contributions they made to acquire playground equipment between January 1, 2011 and September 2, 2011 to a maximum, of \$50,000 per school. A total of \$238,360 will be provided to the district to reimburse fourteen Burnaby elementary school PACs for their contributions.

The committee discussed the district's plans for participating in the final phase of this program to upgrade a small number of playgrounds within the district that are in the greatest need for repair or replacement.

Recommendation: THAT the Board of Education receive this information.

##### New City of Burnaby Grant Process

For many years the City of Burnaby, through its Parks, Recreation and Cultural Services department, has provided Playground Development Grants of up to \$3,000 to recognize the fundraising efforts of PACs to improve school playgrounds. Effective January 1, 2012 the maximum grant has been increased to \$4,000 and some changes have been made to the application process, including the requirement that the application include a letter from the school district approving the project and confirming that the playground will be installed within 12 months of the grant approval.

The committee reviewed the new criteria and expressed its thanks to the City for the increase in grant funding.

Recommendation: THAT the Board of Education receive this information.

##### Installations

There are currently four playgrounds awaiting installation. Given the limited resources of the Maintenance Services department to support playground installations, the district intends to limit the number of district-supported playground installations to five per year. Any further requests would be delayed until the following school year, or other options identified by the school and/or PAC to support the cost of the installation at an earlier date.

Recommendation: THAT the Board of Education receive this information.

**5. 2012 Senior Games**

The district has agreed to make available the gyms at Burnaby Mountain, Byrne Creek and Burnaby South secondary schools for the 2012 senior games. It is anticipated final decisions on games and venues will be made by the 2012 Senior Games Organizing Committee by the end of January. Staff will bring forward an updated report to a future meeting.

Recommendation: THAT the Board of Education receive this information.

**6. New Rental Booking System**

The committee discussed a new booking system for facility rentals that is being developed for the district. The current rental processes, fees and costs are being reviewed and a comprehensive proposal for facility rentals will be brought forward to a future meeting.

Recommendation: THAT the Board of Education receive this information.

**7. Adjournment**

The meeting was adjourned at 6:45 pm.

# **POLICY COMMITTEE**

**Reporting to Public Session, Tuesday, January 24, 2012**

The Policy Committee met on Monday, January 16, 2012 at 5:10 p.m. In attendance were Trustees Gary Wong (Chair), Larry Hayes, Baljinder Narang, Superintendent of Schools Claudio Morelli, Secretary-Treasurer Greg Frank, and Acting Deputy Superintendent Gina Niccoli-Moen and Child Abuse and Prevention Coordinator Suzanne Vardy for item #2,

## **1. Board Policy Manual Review**

As part of the regular quarterly update, the committee was presented with a summary of the current policies in various stages of review.

Recommendation: That the Board of Education receive this information.

## **2. Reporting Suspected Cases of Child Abuse**

Acting Deputy Superintendent Gina Niccoli-Moen and Child Abuse and Prevention Coordinator Suzanne Vardy presented a revised draft of Policy 5.20 – Reporting Suspected Cases of Child Abuse to committee members. The revised policy is required to reflect changes in provincial government reporting policies and regulations. The revised draft was prepared following a review of other Metro District policies and after extensive consultation with the RCMP and the Ministry of Children and Families (MCFD). The committee discussed the draft in detail and a revised draft will be brought forward to the next meeting.

Recommendation: That the Board of Education receive this information.

## **3. Policy 5.13 – Anaphylaxis**

The committee reviewed revised draft Policy 5.13 – Anaphylaxis. The revised policy has been updated to reflect current practice in the district and the changes required by Fraser Health and the provincial government. The committee discussed the revised Policy and related Administrative Regulations in detail. A revised draft will be brought back to a future meeting for further consideration.

Recommendation: That the Board of Education receive this information.

## **4. Adjournment**

The meeting adjourned at 5:45 p.m.

## **5. Next Meeting**

The next meeting of the Policy Committee is Monday, February 20, 2012, 5:00 p.m.