

BUILDINGS AND GROUNDS COMMITTEE
Reporting to Public Session, Tuesday, October 28, 2014

The Buildings and Grounds Committee met on Tuesday, October 21, 2014 at 5:00 pm. In attendance were: Trustees James Wang (Chair) and Meiling Chia; DPAC Representative Dave Dye, Secretary-Treasurer Greg Frank, Director of Facilities Services Russ Sales and Manager of Information Technology Services Ken Kiewitz (agenda item 2).

1. Capital Projects Update

The committee received a brief report on capital projects currently in various stages of planning within the district. Highlights include:

Alpha Secondary Seismic Upgrade

- Draft Project Identification Report submitted to Ministry
- District is requesting partial school replacement as part of seismic project

Montecito Elementary School – Seismic Upgrade

- Draft Seismic Project Identification Report submitted to Ministry
- District is requesting a school addition as part of the seismic project

Recommendation: THAT the Board receive this information.

2. Shaw Internet Services

Manager of Information Technology Services Ken Kiewitz updated the committee on Shaw Cable's "Go WiFi" initiative to make a large number of wireless access points ("hot spots") available to Shaw customers across the Lower Mainland and Canada.

The service was piloted at Burnaby Central earlier this year and Shaw will be installing access points at the remaining secondary schools and the Administration Office. The service may eventually be expanded to include all district sites. The Shaw access is open and is not part of the district network or wireless services. The impact of this new service will be monitored and a more detailed report will be brought to a future Buildings and Grounds Committee meeting.

Recommendation: THAT the Board receive this information.

3. Grounds Issues

The committee was informed of concerns from parents about the school grounds at South Slope Elementary School, Kitchener Elementary School and Gilmore Community School.

Director of Facilities Services Russ Sales informed the committee that the problem of Japanese knotweed and other overgrown shrubs and bushes at South Slope was being handled by ongoing maintenance and pruning. Maintenance of the grounds at Kitchener and Gilmore have proceeded and the facilities department is continuing to work with the schools, as appropriate.

Recommendation: THAT the Board receive this information.

4. Proposed Trans Mountain Expansion Project

The committee discussed a letter from Trans Mountain regarding the proposed pipeline expansion project. District staff will arrange a meeting with Trans Mountain representatives to discuss the proposed project in more detail.

Recommendation: THAT the Board receive this information.

5. Next Meeting

The next Buildings and Grounds Committee meeting will be held at 5:00 pm on Tuesday, November 18, 2014.

6. Adjournment

The meeting was adjourned at 6 p.m.

**Adhoc International Education Committee
Reporting to Public Session, Tuesday, October 28, 2014**

The Adhoc International Education Committee met on Tuesday, October 21st at 4:00 pm. In attendance were Trustees Meiling Chia (Chair), and Harman Pandher, Superintendent of Schools, Kevin Kaardal, Assistant Superintendent, Heather Hart and Managing Director, International Education, Angela Ferraro.

1. Adhoc International Education Committee

Superintendent of Schools, Kevin Kaardal and Managing Director, International Education, Angela Ferraro provided an overview, outlining details of each of the programs.

Burnaby School District runs the third largest International Education program in British Columbia and it is one of the most diverse programs in Canada. The international program provides opportunities for students at both elementary and secondary levels, of which 90% of students are enrolled at the secondary level. The district program offers both full year and semestered options. A large number of students come to study in Burnaby with a focus on academic English and a pathway to post secondary. Other international students who study here have come to develop or enhance English language levels and learn about Canadian Culture.

Currently, there are three core programs the district offers through International Education. The largest is the full school year program (with semester options) as well as the Summer English Academy and short term visiting school groups.

Burnaby's international program offers strong support for students who are enrolled in district schools. The one week student orientation is extensive with excursion opportunities, student enrichment and high levels of student engagement. Students are monitored and supported in schools by International Student Support Workers and teacher liaisons. The school and student homestays, arranged through Langara College, are closely linked.

The International Summer English Academy is for students ages 13-18 who are focussing on academic English. Some students complete the summer program prior to beginning the full year academic program, others students make this a summer experience.

Short term visiting school groups have come from Japan. During the 2014-15 year the International district team will continue to recruit students with a look to further diversifying our program with students from Indonesia and Russia.

The International Student program continues to be a strong revenue source for the district as well as offering local students and teachers a global experience. In the coming year,

the International District team will be exploring the idea of offering a Global Citizen Certificate Program.

Recommendation: THAT the board receive this information.

2. Next Meeting

The next committee meeting is to be determined.

3. Adjournment

The meeting adjourned at 5:15 pm.

POLICY COMMITTEE
Reporting to Public Session Tuesday, October 28, 2014

The Policy Committee met on Monday, October 20 at 5:00 p.m. In attendance were Trustees Gary Wong (Chair), Meiling Chia and Baljinder Narang, Superintendent of Schools, Kevin Kaardal, Secretary-Treasurer, Greg Frank, Deputy Superintendent, Gina Niccoli-Moen, Jen Mezei, DPAC Representative, Sue Dorey, Manager Youth Services and Terry Gomez, Health and Safety Officer for item 1.

1. Emergency Preparedness Policy – Draft Policy #3.35

Manager of Youth Services, Sue Dorey and Health and Safety Officer, Terry Gomez first attended the March 10, 2014 Policy Committee Meeting to inform the Committee of some possible updates to existing *Policy #3.35 Emergency Exit Drills*.

Revisions brought to the October 20 Policy Committee Meeting included combining the existing “*Emergency Exit Drills*” and “*Bomb Threats*” policies that were presented in draft form of “*Emergency Preparedness Policy*”. The proposed revisions would reflect a broader scope of Emergency Preparedness be developed so that Management and School Principals can ensure that emergency protocols are created, practised, revised and maintained for the buildings and staff in which they oversee. The committee provided feedback for discussion and possible edits. Staff will bring suggested revisions for discussion at the next Policy Committee Meeting.

Recommendation: THAT the Board receive this information.

2. Positive School and Work Climate

The committee reviewed Policy #5.08 Positive School Climate to propose changes to the policy to update the language to reflect the work climate as well as the school climate. Some of the recommended changes would include current Intervention Committee and its composition of members as well as Administrative Guidelines for Staff Bullying and Harassment. Staff will bring additional revisions to the next meeting of the Policy Committee.

Recommendation: THAT the Board receive this information.

3. Policy Review

The committee discussed reviewing the policy manual for areas that are in need of revisions or updates. Committee members recommended reviewing other district’s policies regarding Code of Conduct for Trustees due to changes in the Auditor General’s Report. The Committee would also like to review a Whistle Blower Protection Policy used by other Metro districts. Staff will gather the information required for these policy reviews and bring to the next meeting of the Policy Committee.

Recommendation: THAT the Board receive this information.

4. Adjournment

The meeting was adjourned at 6:03 p.m.

5. Date of Next Meeting

The date of the next Policy Committee meeting is Monday, November 17, 2014 at 5:00 p.m.