

**FACILITIES & BUILDING COMMITTEE
PUBLIC MEETING AGENDA**

DATE: Wednesday, April 24, 2019

LOCATION: 1st Floor Boardroom

School Board Office

TIME: 4:00 pm – 5:00 pm

The Richmond Board of Education acknowledges and thanks the First Peoples of the hən̓q̓əmi̓nəḿ (hun-ki-meen-um) language group on whose traditional and unceded territories we teach, learn and live.

- 1. ADOPT AGENDA**
- 2. APPROVE MINUTES**
Attachment: Minutes of meeting held February 25, 2019
- 3. CAPITAL PROJECTS UPDATE [standing item]**
Attachment: Executive Director, Planning and Development
- 4. LONG RANGE FACILITIES PLAN LRFP [standing item]**
Attachment: Executive Director, Planning and Development
- 5. GENDER NEUTRAL WASHROOM UPDATE**
Verbal – Director, Maintenance, Operations and Transportation
- 6. RENTAL INCREASED FOR SCHOOL USE OF FACILITIES AND DAYCARES 2019/2020**
Recommendation Attached – Director of Maintenance, Operations and Transportation
- 7. MINISTRY OF EDUCATION PROVISION OF MENSTRUAL PRODUCTS**
Attachment: Secretary-Treasurer
- 8. NEXT MEETING DATES**
Meetings are scheduled for Monday, May 27 and Monday, June 24, 2019.
- 9. ADJOURNMENT**

School District No. 38 (Richmond)
7811 Granville Avenue, Richmond, BC V6Y 3E3

FACILITIES AND BUILDING COMMITTEE MEETING MINUTES

Minutes of a **PUBLIC** meeting of the Facilities and Building Committee held in the Sokolik Room, Works Yard, 5200 Rivers Road, Richmond, BC, on Monday February 25, 2019 at 4:00 p.m.

Present:

Debbie Tablotney, Committee Chairperson
Norm Goldstein, Trustee
Donna Sargent, Trustee
Scott Robinson, Deputy Superintendent of Schools
Roy Uyeno, Secretary Treasurer
Frank Geyer, Executive Director Planning and Development
Mike Beausoleil, Director, Maintenance, Operations and Transportation
Liz Baverstock, President, Richmond Teachers' Association
Tim McCracken, 1st Vice President, Richmond Teachers' Association
Steve Wenglowski, 2nd Vice President, Richmond Teachers' Association
Jose Pelayo, President, RMAPS
Poroshat Assadian, Manager, Energy & Sustainability
Wanda Plante, Executive Assistant (Recorder)

Regrets: Sandra Nixon, Committee Vice-Chairperson

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The Chairperson called the meeting to order at 4:03 p.m.

1. APPROVAL OF AGENDA

The agenda was approved as circulated.

2. APPROVAL OF MINUTES

Minutes from the January 21, 2019 meeting were approved as circulated.

3. CAPITAL PROJECT UPDATE (Standing Item)

The Executive Director, Planning and Development provided seismic project updates including target completion dates and added that the district is waiting for Ministry approval for seismic project work at Mitchell and Steves elementary. He advised that demolition and the reconstruction of a new technology wing at Boyd secondary is scheduled to begin (pending city permit) during spring break with a completion target date of September 2020. The Executive Director, Planning and Development advised that portable classrooms are scheduled to arrive at Ferris elementary during the upcoming spring break and will be implemented as temporary accommodation for the duration of the project for intermediate classes of the older students. He noted that a meeting at Grauer elementary is scheduled tomorrow evening to advise parents with children attending the Montessori daycare at Steves elementary they will be relocated (on a 2-year temporary basis) to Grauer elementary.

4. LONG RANGE FACILITIES PLAN (LRFP) UPDATE

The Executive Director, Planning and Development advised that the draft LRFP is nearing completion with the recent launching of LRFP consultation and engagement plan initiatives on our district website including a survey to engage the public. He added that feedback results will be collected and presented at an April/May open house. The Executive Director, Planning and Development noted that Ministry approval of our capital plan submission in June 2019, will be aligned to our LRFP which will be the district a living document to defend future decisions on use and maintenance of facilities and capital projects.

Discussion ensued regarding historical, elementary capacity utilization and special programs of choice.

5. WASTE MANAGEMENT

The Energy and Sustainability Manager provided an informative waste management presentation featuring environmental stewardship, social responsibility, SD 38 average diversion percentage rates, and targeted rates for 2018-2019. The Eco-Wise Campaign of Zero-Waste is targeted at increasing the diversion rate from 40% to 50% this year by encouraging staff and students to conserve natural resources and minimize environmental impacts by promoting the 4Rs principles: Reduce, Reuse, Recycle and Rethink. An artificial intelligence + Computer Vision initiative named "Oscar" was included in the presentation to help educate students and the public by correctly identifying which bin your recycled item can be placed in. The Energy and Sustainability Manager advised that with City of Richmond funding for the "Oscar" initiative and continued collaboration, a 4-month pilot project (Feb-May) will be proposed as a teaching tool for 3 schools where bins for classroom/halls and containers for outside of schools will be placed.

6. ADJOURNMENT

The meeting adjourned at 4:48 pm.

Respectfully Submitted,



Debbie Tablotney, Chairperson
Facilities and Building Committee

DATE: 24 April 2019
FROM: Frank Geyer, Executive Director, Planning & Development
SUBJECT: Capital Projects Update

- 1. William Cook Elementary Seismic Upgrade, Partial Replacement & Addition (\$13.9 Million)**
 - Wall framing completed, roofing and electrical rough-in underway for addition, seismic foundation upgrading work complete around gym.
 - Project is still on track for substantial completion in August 2020.
- 2. Hugh Boyd Secondary Seismic Upgrade & Partial Replacement (\$10.7 Million)**
 - Construction started at Spring Break 2019 with partial demolition of the south end of Block 2 (to accept the new Tech Ed addition, replacing Block 4). Temporary accommodations all in place.
 - Project still on track for substantial completion targeted for August 2020.
- 3. Robert J Tait Elementary Seismic Upgrade (\$7.6 Million)**
 - Design 95% complete and submitted for Building Permit and tender of Trade Contractors work.
 - Expect construction start in May 2019 with substantial completion targeted for August 2020.
- 4. W D Ferris Elementary Seismic Upgrade (\$8.5 Million)**
 - Design 90% complete with completion targeted by the end of May 2019 and Building Permit application by the end of April. Temporary accommodations (four portables) purchased and set up over Spring Break 2019.
 - Expect construction start in July 2019 with substantial completion targeted for August 2020.
- 5. Manoah Steves Elementary Seismic Upgrade & Partial Replacement (\$12.8 Million)**
 - Expect project approval by the Province shortly. Design commenced in March 2019 on the approved option (Replacement of 1964 Administration Block and Seismic Upgrade of Remaining Building).
 - Temporary relocation of Montessori Program to R.M. Grauer Elementary scheduled for Summer 2019.
 - Targeting construction start in November 2019 and completion by August 2021.
- 6. Mitchell Elementary Seismic Upgrade & Partial Replacement (\$11.4 Million)**
 - Project approved by the Province. Design commenced in March 2019 on the approved option (Seismic Upgrade of 1975 and 1992 Blocks and Replacement of Pre-1975 Blocks).
 - Targeting preloading of site for addition in Summer 2019, construction start in November 2019 and completion by June 2021.

7. F A Tomsett Elementary Seismic Upgrade & Addition (PDR Stage - \$11.4 Million)

- Project Definition Report complete, re-submitted for Ministry approval 06 April 2019. Recommended option: Seismic Upgrade and 20K/75E (4 classroom) Addition. Extent of liquefaction mitigation (currently in reserves) to be determined in design phase.
- Targeting construction start in June 2020 and completion by January 2022.

8. James McKinney Elementary & Maple Lane Elementary Seismic Upgrades (PDR Stage)

- Received Ministry support for these projects contained in the 2019/2020 Capital Plan 01 March 2019.
- Consultants retained, work underway. Targeting completion 31 August 2019

9. James Whiteside Elementary & William Bridge Elementary Seismic Upgrades (PDR Stage)

- Received Ministry support for these projects contained in the 2019/2020 Capital Plan 01 March 2019.
- Currently retaining consultants. Targeting completion 31 October 2019

10. Future Seismic Mitigation Projects

- Structural re-assessment of 29 pre-1990 schools, based on Seismic Retrofit Guidelines Edition 3, completed in August 2018. Based on the assumed soil classification, all currently have high seismic risk.
- “Inland school guidelines” pertaining to liquefiable soils received from EGBC/Ministry. Work by Thurber Engineering completed in December 2018 confirmed soil classification and thickness of non-liquefiable crust at all 29 sites. Interpretation of results by EGBC, in consultation with the RPT, (to be presented to Ministry) conclude that (excluding those projects already underway):
 - 9 sites require liquefaction retrofits, due to proximity to Fraser River and/or sub-soils condition
 - 5 sites may require liquefaction retrofits (require LiDAR survey and additional geotechnical investigation)
 - 5 sites may, but are less likely to require liquefaction retrofits (require LiDAR survey and additional geotechnical investigation)
 - 10 sites (1 site leased to CSF) will not require liquefaction retrofits.

11. 2020/2021 Five-Year Capital Plan

Work has started on the 2020/21 Capital Plan, due by 30 June 2019, based on parameters set forth in the Capital Plan Instructions received from the Ministry of Education in March, and those contained in the draft Long Range Facilities Plan.

DATE: 24 April 2019
FROM: Frank Geyer, Executive Director, Planning & Development
SUBJECT: Long Range Facilities Plan (LRFP) Update

Work continues on the new LRFP, which is a comprehensive plan that outlines how the school district will manage its facilities in order to deliver its educational programs in the most efficient, economic and effective manner possible.

- Draft Long Range Facilities Plan completed, delivered to and received by the Board, published on the District website (<https://www.letstalksd38.ca/8241/documents/14545>) and shared with stakeholders (including the Ministry) 14 March 2019.
- Public Consultation Underway:
 - Survey #1 – “How Would You Like to Be Engaged” launched 14 February 2019, closed 25 February 2019 and results published 27 February (majority of respondents which to have public meetings at schools, with information updated on the “Let’s Talk” LRFP website as well as other electronic media;
 - Survey #2 – “LRFP Considerations” launched 08 March 2019, closed 08 April 2019 and results to be published shortly in a summary document of feedback received to date;
 - Meetings with educational stakeholders to be scheduled; and
 - Public Open House held 04 April 2019, with Open Houses #2 and #3 (with updated and more detailed information, based on feedback received) scheduled for 25 May 2019 (Brighthouse Elementary) and 01 June 2019 (Bridge Elementary).
- Long Range Facilities Plan to be refined, based on all feedback received, and finalized for Board approval in mid-late June 2019.

Attachment

DATE: April 2, 2019

FROM: Mike Beausoleil, Director of Maintenance, Operations and Transportation

SUBJECT: Recommended Rental Increase for School Use of Facilities and Daycares 2019/2020

1. Daycare Rates

Board Policy requires that Daycare rates be reviewed every three years. Three factors have been identified that influence the recommended increase in hourly daycare rate:

- a. Wage and benefits increase of CUPE staff (4-5 percent over the last 2-3 years).
- b. Utility costs: The total utility cost is increasing on average at 3 percent each year. BC Hydro rates will continue to increase by 2.6 percent. Fortis BC rates have fluctuated with market price because of an Enbridge pipeline disruption. Propane and municipal water and sewer utility rates have had a significant increase between 6 to 12 percent. Beginning April 1, 2018 BC's carbon tax will increase to \$35 per tonne from \$25 per tonne from previous years.
- c. The cost of contracted maintenance including roofing, external painting, paving etc.

Below is the recommended increase of hourly daycare rates per room in comparison to the last three (3) school years:

2019/20	\$8.00	2016/17	\$7.25
2020/21	\$8.25	2017/18	\$7.50
2021/22	\$8.50	2018/19	\$7.75

2. Schedule of Charges for Use of School Facilities

The attachment shows the current charges for school year 2018/19. The recommended increase of charges for school year 2019/20 are based on the current 2.5 percent consumer price index (CPI).

Respectfully submitted,

Mike Beausoleil
Director
Maintenance, Operations & Transportation

**Schedule of Charges for Use of School Facilities
July 1, 2019 to June 30, 2020**

1. School facilities shall be provided free of charge to Richmond school/parent groups, and to Richmond organizations meeting for the purpose of holding municipal or civic meetings.
2. Non-commercial rates apply to Richmond non-commercial groups or organizations not included in Category 1 above; e.g. Richmond religious organizations, Richmond groups offering educational services, Richmond organizations booking through the Recreation and Leisure Department.
3. Commercial rates apply to commercial groups or organizations, non-Richmond organizations, and for banquets, parties, and dances.
4. Where the services of a rental custodian are required, the minimum hourly charge shall be **\$33.50** (3-hour minimum for weekdays, 4-hour minimum for weekends).
5. Facilities will be provided free of charge to School Board Employees' Union for parties, dances and meetings on the understanding that custodial services are paid by the Union.
6. Rental charges for all daycares will be on an hourly rate of **\$8.00** per facility (applies to a classroom, multi-purpose room, kitchen or school gymnasium only). Custodial costs will be \$27.50 per hour.
7. For movie shoots, a flat rate will be charged per day:
Interior - \$2,000.00 Exterior - \$1,000.00
8. Service fees may apply as necessary (e.g. tradespersons, etc.).
9. All charges are subject to 5% GST.

Facility	Non-Commercial (per hour)			Commercial (per hour)		
	2017/18	2018/19	2019/20 (draft)	2017/18	2018/19	2019/20 (draft)
Gymnasium (Secondary)	\$44	\$45	\$46	\$123	\$125.50	\$128
Large Foyer/Rotunda/Theatre	\$42	\$43	\$44	\$96	\$98	\$100
Gymnasium (Elementary)	\$42	\$43	\$44	\$96	\$98	\$100
Multi Room/Library	\$42	\$43	\$44	\$96	\$98	\$100
Cafeteria w/o Teaching Kitchen	\$42	\$43	\$44	\$96	\$98	\$100
Change Room/Shower	\$42	\$43	\$44	\$52	\$53	\$54
Classroom/Small Foyer	\$20	\$20.50	\$21	\$36.50	\$37	\$38
Kitchen	\$20	\$20.50	\$21	\$36.50	\$37	\$38
Other Charges:				2017-18	2018-19	2019-20 (draft)
Table & Chair Delivery (flat rate)				\$91.50	\$93.00	\$95.00
Parking Lot (per day)				\$400.00		

Date: April 5, 2019

Title: Provision of Menstrual Products

Minister Fleming issued a ministerial order today, requiring all B.C. public schools to provide access to free menstrual products for students in school washrooms by December 31, 2019. His direction comes with \$300,000 in provincial start-up funding to improve access. Over the coming months, the ministry will continue to work with school districts, community and education partners to look at the needs of each district and identify gaps.

If school districts have questions specific to the start-up funding, identification of dispensers, and access to supplier arrangements please contact Resource Management Division at EDUC.srsd@gov.bc.ca. There will be additional communication through BCASBO sent out shortly pertaining to the identification of current access to menstrual products and the gap between this new expectation. Superintendents, if you have questions regarding this new requirement please contact Jennifer McCrea at jennifer.mccrea@gov.bc.ca.

British Columbia News

Government supports access to free menstrual products for students, people in need

<https://news.gov.bc.ca/19362>

Friday, April 5, 2019 9:45 AM

Burnaby - Under a ministerial order that was issued Friday, April 5, 2019, all B.C. public schools will be required to provide free menstrual products for students in school washrooms by the end of 2019.

In issuing the order, Education Minister Rob Fleming said it's time to normalize and equalize access to menstrual products in schools, helping to create a better learning environment for students.

"Students should never have to miss school, extracurricular, sports or social activities because they can't afford or don't have access to menstrual products," said Fleming, adding that current research indicates that one in seven students has missed school due to their periods because they cannot afford products.

"This is a common-sense step forward that is, frankly, long overdue. We look forward to working with school districts and communities to make sure students get the access they need with no stigma and no barriers."

The ministerial order – which takes effect immediately but allows districts until the end of 2019 to comply – comes with \$300,000 in provincial startup funding. Over the coming months, the ministry will continue to work with school districts, community and education partners to look at the needs of each district, identify gaps and ensure they have the funding needed to meet this new requirement.

In addition, government is also providing a one-time grant of \$95,000 to support the United Way Period Promise Research Project, to fund menstrual products for up to 10 non-profit agencies and research into how best to provide services and products for people who menstruate.

"The cost and availability of menstrual products is a real concern for those who are poor and often face the choice of purchasing those products or buying other essentials, like food," said Shane Simpson, Minister of Social Development and Poverty Reduction. "I encourage other organizations to join our government in supporting the Period Promise campaign, to help end the stigma that causes social isolation, and begin to address that larger issue around affordability."

"Having your period is a part of life, and easy and affordable access to menstrual products should be simple," said Mitzi Dean, Parliamentary Secretary for Gender Equity. "Menstrual products should be available to people when and where they need them, which is why we're improving access in schools and in communities. These actions are going to make a big difference in the lives of people who menstruate, and I'm proud that our government is taking leadership on this issue."

The United Way funding builds on the work government is doing to reduce poverty in British Columbia. In March 2019, the B.C. government released TogetherBC, the Province's first Poverty Reduction Strategy. TogetherBC brings together investments from across government that will help reduce overall poverty in the province by 25%, and cut child poverty in half, over the next five years.

Quotes:

Glen Hansman, president, B.C. Teachers' Federation –

"By ensuring school districts make menstrual products free and accessible to all students who need them, the government is taking an important action towards improving equity in our schools. There are many reasons why students need access to menstrual products at school. Many of our members can share stories of students who have felt shame or embarrassment, or have even gone home, because they did not have access to a

tampon or pad or could not afford one. Today's announcement will also help deal with what the United Way's Period Promise campaign calls 'period poverty.' I want to thank the Minister of Education and this government, as well as those working on the United Way campaign, for making this announcement today."

Mark Gifford, chair, New Westminster Schools Board of Education –

"Our board is proud to have led the way in breaking down barriers and ensuring access to free menstrual products in all of our schools. It's a basic gender-equity issue and our work helps ensure female and transgender students can manage normal bodily functions without stigma, cost, or disruptions to their learning. We are thrilled with the minister's announcement today and applaud such swift action in support of advancing a fundamental right of access across the province."

Andrea Sinclair, president, B.C. Confederation of Parent Advisory Councils –

"This is a long-standing 'hidden and unspoken' problem for students who need menstrual products. There continues to be stigma surrounding this, which causes unnecessary anxiety and reduced confidence for students, including reduced attendance. We need to remove the barriers to access, eliminate the stigma and normalize the conversation for student well-being. We are encouraged by this action and fully support it. Today's announcement is another example of the ministry listening and acting for the best interest of students."

Michael McKnight, president and CEO, United Way of the Lower Mainland –

"The inspiring support United Way's Period Promise campaign has received demonstrates the impact we create when we mobilize to address issues in our own neighbourhoods. I want to thank the Government of B.C. for its commitment to tackling period poverty, and thank the passionate individuals tackling vulnerability and isolation in all its forms, in our local communities."

Sussanne Skidmore, secretary-treasurer, BC Federation of Labour, volunteer co-chair of United Way's Period Promise campaign –

"The community and government response to the issue of period poverty has been incredible. The hundreds of thousands of donated menstrual products we've received will make a concrete difference in people's lives, and with support from the Government of B.C., we can also create change on a wider scale, long-term."

Learn More:

Participate in the United Way Period Promise campaign: <https://www.uwlm.ca/>

Read TogetherBC: B.C.'s Poverty Reduction Strategy: <https://www.gov.bc.ca/TogetherBC>

Media Contacts

Ministry of Social Development and Poverty Reduction
Government Communications and Public Engagement
250 387-6490

Ministry of Education
Government Communications and Public Engagement
250 356-5963

United Way Lower Mainland
778 989-9159

SUPPORT SERVICES FOR SCHOOLS ORDER

Authority: *School Act*, sections 88 (1) and 168 (2) (t)

Ministerial Order 149/89 (M149/89)..... Effective September 1, 1989
Amended by M127/19 Effective April 3, 2019

Order of the Minister of Education

Community health nurses in schools

- 1 Every board shall
- (a) equip and maintain a room that can be used as a medical room in each school within the district, and
 - (b) make that medical room available to the community health nurse assigned to the school during scheduled and special visits.

Auditory systems

2 (1) Each board is responsible for referring any of its students who are hearing impaired to the Ministry of Health for a needs assessment to determine if the student requires auditory training equipment for classroom use.

(2) On request of a board, the minister shall loan to the board auditory training equipment for each student who has been assessed under subsection (1) as needing the equipment.

(3) The minister is responsible for routine maintenance of auditory training equipment loaned to a board.

Speech and language services

3 A board of a school district shall provide speech and language therapy services for students of school age who attend a school in the district and whose education is adversely affected by oral communication difficulties.

Medical assessment

4 A board shall refer for medical assessment and subsequent referral for occupational or physiotherapy consultation any students who have ongoing physical conditions or disabilities serious enough to cause interference with the attainment of the goals of education.

Specialized health services

5 (1) If complex health procedures are carried out in schools, the board shall ensure that staff designated to carry out these procedures have been trained, and are supervised, by appropriate health professionals.

(2) For purposes of subsection (1) complex health procedures include but are not limited to, gastrostomy care and tube feeding, administration of oxygen, catheterization and suctioning.

SUPPORT SERVICES FOR SCHOOLS ORDER

(3) School staff trained to carry out health procedures for a specific student shall not perform those procedures on other students.

Duty to report

6 On or before June 30, every superintendent of schools for a school district shall notify the school medical officer for the school district of the name and location of each school in the district and the projected enrollment for each school in the following school year.

Provision of Menstrual Products

- 7
- (a) Each board must establish, maintain and make publicly available a policy and procedures for the provision of menstrual products to all students who may require them.
 - (b) The policy and procedures must:
 - i. Ensure menstrual products are provided to students of all gender identities or expressions in a manner that protects student privacy;
 - ii. Provide for barrier free, easily accessible menstrual products at no cost to students;
 - iii. Provide for consistent availability and supply of menstrual products in school washrooms; and
 - iv. Incorporate student feedback with respect to the provision of menstrual products.

[am. M127/19]