



PLANNING AND FACILITIES COMMITTEE PUBLIC MEETING AGENDA

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

DATE: Wednesday, June 19, 2019
TIME: 6:00 pm
LOCATION: School Board Office
1040 Hollywood Road S.
Kelowna, BC

1. AGENDA

Additions/Amendments/Deletions

2. REPORTS/MATTERS ARISING

2.1 Planning and Facilities Committee Public Meeting Report – May 15, 2019
(Attachment)

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3. RECOGNITION/PRESENTATIONS/DELEGATIONS

3.1 Updated Sustainability Initiatives 2019
Presenter: Harold Schock, Energy and Sustainability Manager
(Attachment)

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4. PUBLIC QUESTION/COMMENT PERIOD

5. COMMITTEE MEMBERS QUERIES/COMMENTS

6. DISCUSSION/ACTION ITEMS

6.1 Enhancement Agreement – Peachland Elementary School Playground
(Attachment)

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STAFF RECOMMENDATIONS:

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

THAT: The Board of Education enter into an Enhancement Agreement with the Peachland Elementary School PAC for the purchase and installation of a new playground, as attached to the Agenda, and as presented at the June 19, 2019 Planning and Facilities Committee Meeting.

THAT: The Board of Education approve a \$46,280.00 loan be provided to the Peachland Elementary School PAC to assist with the purchase and installation of a new playground, as attached to the Agenda, and as presented at the June 19, 2019 Planning and Facilities Committee Meeting.

6.2 Enhancement Agreement - École Casorso Elementary Memorial Plaque
(Attachment)

STAFF RECOMMENDATION:

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

THAT: The Board of Education into an Enhancement Agreement with École Casorso Elementary School and the École Casorso Elementary School Parent Advisory Council for the installation of a memorial plaque for Rebecca Webb, as attached to the Agenda, and as presented at the June 19, 2019 Planning and Facilities Committee meeting.

7. DISCUSSION/INFORMATION ITEMS

7.1 School District Portable Information
(Attachment)

8. COMMITTEE CORRESPONDENCE

9. ITEMS REQUIRING SPECIAL MENTION

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

11. ITEMS FOR FUTURE PLANNING AND FACILITIES COMMITTEE MEETINGS

– *School Bus Safety Including: Seat Belts*

September	October	November
- Summer Projects Update	- Annual Integrated Pest Management Report - Review of the Long-Term Facility Plan (<i>Info Item</i>)	
January	February	April
- Annual review of Committee's Mandate, Purpose and Function	- Annual Facility Grant (AFG) Plan	
May	June	August
- Transportation Update - Capital Plan Submission	- Energy & Sustainability Presentation	- To be determined

12. FUTURE PLANNING AND FACILITIES COMMITTEE MEETINGS

August 21, 2019 at 4:00 pm (TBC) October 16, 2019 at 6:00 pm
 September 18, 2019 at 6:00 pm November 20, 2019 at 6:00 pm

13. MEDIA QUESTIONS

14. ADJOURNMENT

SCHOOL DISTRICT No. 23 – BOARD COMMITTEE REPORT

COMMITTEE: Planning and Facilities Committee Meeting DATE: May 15, 2019

CHAIRPERSON: Trustee Julia Fraser STAFF CONTACT: Mitch Van Aller, Director of Operations

The Committee Chairperson acknowledged that the meeting was being held on the Traditional Territory of the Okanagan People.

In Attendance:

Board Attendees:

Trustee J. Fraser, Chairperson
Trustee R. Cacchioni, Committee Member
Trustee C. Desrosiers, Committee Member
Trustee M. Baxter

In Attendance:

Staff:

K. Kaardal, Superintendent of Schools/CEO
E. Sadlowski, Secretary-Treasurer
M. Van Aller, Director of Operations
S. Kamstra, Assistant Director of Operations
D. Widdis, Planning Manager
M. DesRochers, Executive Assistant (*Recorder*)

Absent:

T. Beaudry, Deputy Superintendent

Partner Group Representation:

COPAC Nicole Garcia, Vice-President
COPVPA Tamalee Middleton, Secretary
COTA Susan Bauhart, President (*arrived at 6:31 pm*)
CUPE Margaret Varga, Vice-President
DSC No Representative

Agenda - Additions/Amendments/Deletions

May 15, 2019 Committee Agenda – approved as presented.

Reports/Matters Arising

April 17, 2019 Committee Report – received as distributed.

Discussion/Action Items

1. 2020-2021 Five Year Capital Plan Submission

The Director of Operations stated that the draft 2020-2021 Five Year Capital Plan Submission was an information item at the April 17, 2019 Planning and Facilities Committee Meeting. As per feedback received at the April 17, 2019 Planning and Facilities Committee Meeting, the project list was revised and is coming forward for approval. Boards of Education are required to submit a Capital Plan to the BC Ministry of Education by June 30, 2019.

Outcome

The Committee recommended 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 May 15, 2019 Planning and Facilities Committee Meeting.

2. Enhancement Agreement – Rutland Elementary School Playground

The Director of Operations stated that Rutland Elementary School received a \$105,000 grant from the Ministry of Education's Capital Branch for a new playground. Therefore, the Rutland Elementary School Parent Advisory Council (PAC) wishes to enter into an Enhancement Agreement with the Board of Education and has requested to borrow \$40,000 from the District to purchase and install new playground equipment.

A concern regarding PACs taking loans for future parents to repay over a number of years was raised. The Secretary-Treasurer/CFO stated that the majority of the funds for a new playground are received from the Ministry of Education's grant and wouldn't want a school to miss an opportunity to purchase and install a

playground due to lack of time to fundraise the extra funds required. The District has never had an issue collecting funds from PACs to pay down their loan.

The Committee recommended approaching the three identified schools on the Capital Plan to receive future playground upgrades to ensure they have enough time to fundraise.

Outcomes

The Committee recommended that the Board of Education enter into an Enhancement Agreement with the Rutland Elementary School PAC for the purchase and installation of a new playground, as attached to the Agenda, and as presented at the May 15, 2019 Planning and Facilities Committee meeting.

The Committee also recommended that the Board of Education approve a \$40,000 loan be provided to the Rutland Elementary School PAC to assist with the purchase and installation of a new playground, as attached to the Agenda, and as presented at the May 15, 2019 Planning and Facilities Committee meeting.

The Committee Chair asked the Committee if members of the gallery could speak to this agenda item. The Committee agreed.

Becky Ingbritson, Rutland Elementary School PAC President, stated that the school was surprised to hear that they received the playground grant in March and worked quickly to start fundraising. Due to the tight timeline to purchase and install the playground, Rutland Elementary School could not fundraise all the funds required. The parents at Rutland Elementary School are committed to keep fundraising in order to pay off the \$40,000 loan.

Gord Kirsch, Rutland Elementary School Principal, commended the Rutland Elementary School PAC for their fundraising efforts and shared that they missed the deadlines to apply for other possible grants.

3. Enhancement Agreement – Shannon Lake Elementary School

The Director of Operations stated that Shannon Lake Elementary School also received a \$105,000 grant from the Ministry of Education's Capital Branch for a new playground. The Shannon Lake Elementary School Parent Advisory Council (PAC) wishes to enter into an Enhancement Agreement with the Board of Education and has requested to borrow \$50,000 from the District to purchase and install new playground equipment.

The Committee queried if the Ministry of Education is aware that the grants they provide for playground upgrades do not pay for the entire cost to purchase and install new playground equipment.

The Director of Operations stated that he plans to raise this issue with the Capital Branch in late May and is proposing that schools be given two years to spend the funds.

Outcomes

The Committee recommended that the Board of Education enter into an Enhancement Agreement with the Shannon Lake Elementary School PAC for the purchase and installation of a new playground, as attached to the Agenda, and as presented at the May 15, 2019 Planning and Facilities Committee meeting.

The Committee also recommended that the Board of Education approve a \$50,000 loan be provided to the Shannon Elementary School PAC to assist with the purchase and installation of a new playground, as attached to the Agenda, and as presented at the May 15, 2019 Planning and Facilities Committee meeting.

Discussion/Information Items

1. Revisions to Regulation 470R – Transportation Services Management (Regulations) Guiding Principles for Transportation in School District No. 23 (Central Okanagan)

The Director of Operations stated that revisions to *Regulation 470R – Transportation Services Management (Regulations) Guiding Principles for Transportation in School District No. 23 (Central Okanagan)* were required due to the Board's recent approval to change the walk limits for elementary and middle/secondary students as well as an increase to the maximum transportation assistance rate.

The COTA President joined the meeting at 6:31 pm.

2. Letter from the Ministry – Revisions to the Guidelines for Long-Term Facility Plans

The Director of Operations stated that the Ministry of Education will no longer need to approve a school district's Long-Range Facility Plan (LRFP) or expect LRFPs to be evidentiary documents to justify individual project funding requests. Central Okanagan Public Schools will continue to review their Long-Term Facility Plan and update as necessary.

Recommendations to the Board

Future Public Board Meetings

- 2020-2021 Five Year Capital Plan Submission (Action Item)
- Enhancement Agreement – Rutland Elementary School Playground (Action Item)
- Enhancement Agreement – Shannon Lake Elementary School Playground (Action Item)
- Revisions to Regulation 470R – Transportation Services Management (Regulations) Guiding Principles for Transportation in School District No. 23 (Central Okanagan) (Information Item)
- Letter from the Ministry – Revisions to the Guidelines for Long-Term Facility Plans (Information Item)

Items for Future Planning and Facilities Committee Meetings

- School Bus Safety Including: Seat Belts
- Enhancement Agreement - Peachland Elementary School Playground (June 19, 2019)

September	October	November
- Summer Projects Update	- Annual Integrated Pest Management Report - Final recommendations for naming of Lake Country Middle School - Review of the Long-Term Facility Plan (Info Item)	
January	February	April
- Annual review of Committee's Mandate, Purpose and Function	- Annual Facility Grant (AFG) Plan	
May	June	August
- Transportation Update - Capital Plan Submission	- Energy & Sustainability Presentation	- To be determined

Meeting Schedule

June 19, 2019 at 6:00 pm August 21, 2019 at 4:00 pm (TBC) October 16, 2019 at 6:00 pm
 September 18, 2019 at 6:00 pm November 20, 2019 at 6:00 pm

Questions - Please Contact:

Julia Fraser, Chairperson Phone: 250-681-0269 email: Julia.Fraser@sd23.bc.ca
 Mitch Van Aller, Director of Operations Phone: 250-870-5150 email: Mitch.Vanaller@sd23.bc.ca

Julia Fraser, Chairperson



Memorandum

Date: June 13, 2018
To: Planning and Facilities Committee
From: Mitch Van Aller, Director of Operations

Information Item: Updated Sustainability Initiatives 2019

1.0 RELEVANT BOARD MOTION/DIRECTION

The following provides a sustainability update to the Committee as per Policy 660 – Environmental Sustainability.

2.0 BACKGROUND

Policy 660 – *Environmental Sustainability*: meeting the needs of the present without compromising the ability of future generations to meet their own needs. To review, report and continually strive to improve our environmental sustainability performance.

In the 2007 Throne Speech and subsequent legislation (Bill 41- GGRTA), the BC Government committed that government operations (including School Districts) would be “Carbon Neutral” by 2010. Central Okanagan Public Schools has achieved carbon neutrality in 2017 through a mix of actual emission reductions and carbon offset purchases.

3.0 INFORMATION STATEMENT

The Energy and Sustainability Manager, Harold Schock, has prepared the following report describing current sustainability initiatives as well as plans for the future.

4.0 DIRECTOR’S COMMENTS

As part of B.C.'s carbon neutral public sector, Central Okanagan Public Schools is required to submit a Carbon Neutral Action Report (CNAR) to the B.C. Climate Action Secretariat (Ministry of Environment) and the BC Ministry of Education. The Report summarizes the District's annual greenhouse gas emissions from the government mandated reporting areas: direct and indirect fuel used for operating building systems (heating, cooling of buildings and electricity) and from consumption of office paper.

In 2018, the District continually operated below the 2010 utility consumption levels and achieved a 10% electrical reduction compared to the baseline year of 2006. This has been achieved despite a 6% building area growth since 2007. The District is on track to achieve the 33% Green House Gas (GHG) reduction target by 2020 Carbon Neutral Action Report is submitted to the BC Climate Action Secretariat each year (reports can be viewed on Live Smart BC website).

The District demonstrated its commitment to sustainability in 2018 by receiving FortisBC's Efficiency in Action Award lighting - Large Commercial Customer. Lighting, hot water tanks and boiler upgrades in 2018 occurred with over \$25,000 in incentive. Compressed Natural Gas Bus rebates in excess of \$45,000 in incentives. Efficient relighting projects across multiple schools has placed the District as a leader in the large commercial category. Conservation and sustainability has become “business as usual” in the District. The Greenhouse gas reduction activities are a part of our District culture.

5.0 NEXT STEPS

Complete the documented sustainability initiatives and meet all provincial greenhouse gas reduction targets and reporting requirements. Utilize all funding sources to achieve our goals and objectives.

6.0 APPENDIX

A. Policy 660 – Environmental Sustainability



“Together We Learn”

Section Six: School District Facilities

660 – ENVIRONMENTAL SUSTAINABILITY

Introduction

Definition:

Sustainability: meeting the needs of the present without compromising the ability of future generations to meet their own needs.

The Board of Education:

- is committed to providing leadership in improving and protecting the quality of the natural environment;
- is committed to environmental sustainability in all areas of operation and will follow appropriate standards for managing sustainability throughout the district;
- expects that environmental impact will be considered carefully in decision-making and that concern for the quality of the natural environment will be reflected in the daily activities and decision-making process;
- believes that all staff, students and the public have a significant impact upon the environment, and expects all to be cognizant of their environmental impact and contribute to environmental sustainability;
- encourages and supports the integration of environmental education into the curriculum; and
- recognizes the global ecological imperative that we act locally and approach our daily functioning as an educational institution in an environmentally focused and sustainable manner, while seeking continuous improvement.

Guiding Principles:

1. To integrate environmentally sustainable considerations, which are fiscally responsible, into all our business decisions.
2. To ensure staff, students, and parents are fully aware of our policy, regulations, actions and results.
3. To ensure suppliers and clients are aware of our policy and demonstrate sound sustainable environmental management practices when providing services to our district.
4. To review, report and continually strive to improve our environmental sustainability performance.

Date Agreed: February 10, 2010
Date Amended: November 26, 2014
Related Document:



Memorandum

Date: June 13, 2019
To: Planning and Facilities Committee
From: Mitch Van Aller, Director of Operations

Action Item: **Enhancement Agreement – Peachland Elementary School Playground**

1.0 ISSUE STATEMENT

Peachland Elementary School has received funding from the Ministry to purchase and install a new playground. Therefore the Peachland Elementary School Parent Advisory Council (PAC) wishes to 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 a background for each new enhancement brought forward for Board approval.

3.0 BACKGROUND

The total estimated cost of this new playground equipment and removal and installation costs is approximately \$174,854.68.

The Ministry of Education has awarded Peachland Elementary School with a \$105,000 grant to assist with the purchase and installation of a new playground. This grant is included in the Capital Plan Bylaw No. 2018/19-CPSD23-01 attached as Appendix C.

Peachland Elementary School has been working with students, staff and the PAC to raise funds for a new playground. The PAC will contribute \$15,000 towards this project and asks the Board to lend an additional \$46,279.64 to the PAC to assist with this purchase as outlined in Appendix B. The Operations Department will pay \$8,575.04 for the cost of the path. The District is in a financial position to provide this loan and has supported lending funds to both schools and PACs in the past. The PAC agrees to repay this loan by June 2023.

4.0 FOLLOW-UP/REVIEW

Following approval from the Board, the project will proceed.

5.0 DIRECTOR'S COMMENTS

A signed jurisdiction is included as Appendix D that relates to the removal and installation of the new playground.

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 Peachland Elementary School PAC for the purchase and installation of a new playground, as attached to the Agenda, and as presented at the June 19, 2019 Planning and Facilities Committee Meeting.

THAT: The Board of Education approve a \$46,280.00 loan be provided to the Peachland Elementary School PAC to assist with the purchase and installation of a new playground, as attached to the Agenda, and as presented at the June 19, 2019 Planning and Facilities Committee Meeting.

7.0 APPENDICES

- A. Enhancement Agreement signed by Peachland Elementary School PAC
- B. Peachland Elementary School PAC Minutes Dated May 24, 2018
- C. Capital Plan Bylaw No. 2018/19-CPSD23-01 and Annual Program Funding Agreement Amendment #1
- D. Jurisdiction/Responsibility Form Dated July 11, 2018
- E. RFP 18-011 PLE Playground

APPENDIX A

SCHOOL SITE, FACILITIES OR EQUIPMENT ENHANCEMENT PROJECT

SCHOOL NAME: _____ PEACHLAND ELEMENTARY SCHOOL _____

PROJECT PLAN AND / OR SCOPE OF WORK

PROJECT NAME: Peachland Elementary Playground Replacement (with a Universally Accessible Playground)

PROJECT SUMMARY: PLE successfully applied for the Ministry of Education's Playground Equipment Program capital funding and received \$105,000 towards a new replacement playground. The PLE Parent Advisory Council further contributed \$15,000. The Assistant Secretary Treasurer set up a long term receivables account that both of these funds have been deposited into. The PAC made a motion (attached) to further pay back any overspend up to \$75,000 by June of 2023. Two initial consultations were done with the PAC and the principal on site by Habitat Systems Inc. and by Swing Time Distributors Ltd. The district has established criteria a committee will use to evaluate companies who submit proposals through public tender with the goal of having installation completed by September, 2018.

SCHOOL ENHANCEMENT PROJECT FUNDING AGREEMENT

THIS AGREEMENT made as of the 30 day of May, 2018

BETWEEN:

THE BOARD OF EDUCATION OF SCHOOL DISTRICT No. 23 (CENTRAL OKANAGAN), having an office at 1940 Underhill Street, Kelowna, British Columbia (hereinafter called the "School Board")

AND:

THE PEACHLAND ELEMENTARY SCHOOL PAC
(hereinafter called the "Funding Agency") E.g. *THE "SCHOOL" PAC*

WHEREAS:

- A. The Funding Agency wishes to apply its independently obtained funding to assist Peachland 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:

Signature: Secretary Treasurer /
Assistant Superintendent

Print Name:

THE _____

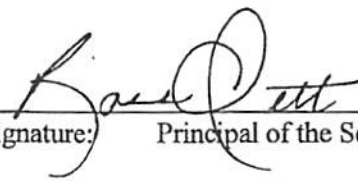
by its authorized signatory(ies):



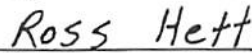
Signature: PAC President



Print Name:



Signature: Principal of the School



Print Name:

APPENDIX B

Meeting Re: Funding for the new Peachland Elementary Playground
May 24, 2018

PAC members present:
Sam Theriault. PAC president
Leath Strench PAC secretary
Shawna Quinn
Kristen Friesen
Amy Grundy

Motion #1

Peachland Elementary PAC is making a motion to approve \$15,000 from our general account in the amount of \$15,000, payable to the SD23 long-term receivable account to use for our new playground equipment and installation (10.0.00.75700.0051).

Moved by Kristen Friesen

Seconded by Leath Strench

Passed Michael

Motion #2

The balance up to \$75,000, in addition to the funds secured by the Ministry's PEP (Playground Equipment Program) (\$105,000) along with the initial PAC payment (\$15,000) (combined \$120,000) Peachland Elementary PAC agrees to pay back by June, 2023. We therefore make a motion to approve to repay up to \$75,000 to the SD23 long term receivable playground account ((10.0.00.75700.0051) by June 2023.

Moved by Shawna Quinn

Seconded by Kristen Friesen

Passed Michael

APPENDIX C

PROVINCE OF BRITISH COLUMBIA MINISTRY OF EDUCATION

ANNUAL PROGRAM FUNDING AGREEMENT AMENDMENT #1

This AGREEMENT dated for reference the 8th day of May, 2018.

BETWEEN: Her Majesty the Queen in Right of the Province of British Columbia,
represented by the Minister of Education

(the "Ministry")

OF THE FIRST PART

AND: The Board of Education of School District No. 23 (Central Okanagan)

(the "Board")

OF THE SECOND PART

WITNESS THAT WHEREAS:

- A. The parties agree to revise the original Agreement dated for reference the 2nd day of May, 2018, and subsequently amended on the 8th day of May, 2018.
- B. **AND WHEREAS** the parties have agreed to amend the original Agreement.

NOW THEREFORE in consideration of the covenants and agreements herein contained, the parties agree as follows:

- (1) That section 3.01 shall be amended to add the following project(s):

School Name	Project Scope	Funding
Peachland Elementary	Universally Accessible Playground Equipment	\$105,000

- (2) That, in all other respects, the terms and conditions of the original Agreement remains unchanged.

The parties hereto have executed this Agreement on the day and year as set out above.

SIGNED on behalf of the Board of Education of School District No. 23 (Central Okanagan) by its duly authorized signatories

SIGNED on behalf of Her Majesty the Queen in Right of the Province of British Columbia by a duly authorized designate of the Minister of Education

Eileen Szallowski
(Print Name of Authorized Representative)

(Print Name of Authorized Representative)


(Signature)

(Signature)

June 30/18
Date Signed (Month/Day/Year)

Date Signed (Month/Day/Year)

ANNUAL PROGRAMS FUNDING AGREEMENT

This Annual Programs Funding Agreement made in duplicate and dated for reference the 4th day of May 2018.

BETWEEN: Her Majesty the Queen in Right of the Province of British Columbia, represented by the Minister of Education (the "Ministry")

OF THE FIRST PART

AND: the Board of Education of School District No. 23 (Central Okanagan) (the "Board")

OF THE SECOND PART.

The parties agree as follows:

1. DEFINITIONS

1.01 In this Agreement, unless the context otherwise requires:

"Agreement" means the Annual Programs Funding Agreement;

"Board" or "Board of Education" means a board of school trustees constituted under the *School Act* [RSBC 1996] c. 412 and any person designated by the Board to act with respect to a provision of this Agreement;

"Business Day" means a day, other than a Saturday or Sunday or Statutory Holiday, on which Provincial government offices are open for normal business in British Columbia;

"Capital Funding Grant" means a funding grant authorized by the Minister of Finance in accordance with section 56.1 of the *Financial Administration Act* [RSBC1996] c. 138;

"Certificate of Approval" means the Certificate of Approval described in paragraph 3.04;

"Eligible Expenditure(s)" means those expenditure(s) areas more particularly described in paragraph 3.01;

"Event of Force Majeure" means invasion, rebellion, hostilities, sabotage, government regulations or controls, acts of God, strikes, lockouts or labour disputes that are a major disabling event or circumstance in relation to the normal operations of the party concerned as a whole that is beyond the reasonable control of the party directly affected and results in a material delay, interruption or failure by such party in carrying out its duties, covenants or obligations under this Agreement;

"Minister" means the Minister of Education, and includes the Deputy Minister of Education and any person designated by either of them to act with respect to a provision of this Agreement;

"Ministry" means the Ministry of Education of the Province of British Columbia;

**2018/19 Annual Programs Funding Agreement for School District No. 23 (Central Okanagan)
Five-Year Capital Plan Bylaw No. 2018/19-CPSD23-01**

"Project" means the project(s) described in paragraph 3.01;

"Schools Protection Program" means the risk management program administered and delivered by the Risk Management Branch of the Ministry of Finance in conjunction with the Ministry of Education, and includes the "Schools Protection Program Reference Manual" and all amendments and updates to the program and manual;

"Treasury Board" means the Treasury Board established under the *Financial Administration Act* [RSBC 1996] c. 138.

2. SCHEDULES

2.01 The following Schedule(s) form an integral part of this Annual Programs Funding Agreement:

- A. Communications Protocol Agreement on Capital Projects between the Ministry of Education and School Districts

3. PROVINCIAL FUNDING CONTRIBUTIONS AND OBLIGATIONS

3.01 The Ministry will provide to the Board capital funding to be used for the purposes of the following Project:

School Name	Project Description	Funding
Central School Programs	SEP – Health and Safety – Dust collector	\$188,000
Rutland Secondary	SEP – Health and Safety – Dust collector	\$452,800
Dease Road Ops	SEP – Health and Safety – Dust collector	\$357,000
Glenrosa Middle	SEP – Health and Safety – Dust collector	\$302,200
TOTAL		\$1,300,000

Existing Bus – Fleet #	Replacement Bus Type	Funding
2239, 6231, 6232	C (58-63) x 3	\$378,330
3230, 3232, 4230, 4231, 4233, 4234, 4235, 5230, 5231	C (76) x 9	\$1,175,886
2237, 2238	D (80+RE) x 2	\$337,194
7237A	C (76)	\$88,214 (This amount is remaining balance for replacing damaged Type C bus)
TOTAL		\$1,979,624

3.02 The Ministry will, in no event, provide more than the amount listed above.

**2018/19 Annual Programs Funding Agreement for School District No. 23 (Central Okanagan)
Five-Year Capital Plan Bylaw No. 2018/19-CPSD23-01**

- 3.03 The Ministry will provide the capital funding in paragraph 3.01 in the form of a Capital Funding Grant.
- 3.04 Payment of a Capital Funding Grant is subject to the Ministry issuing a Certificate of Approval for the Project in paragraph 3.01 in accordance with Treasury Board policies and directives and to the following conditions:
- a) in no case may the Board make a draw against funds available under a Certificate of Approval, unless the draw is reimbursement for Eligible Expenditure(s) properly incurred by the Board in connection with the Project;
 - b) the Ministry may modify or withhold a Capital Funding Grant and applicable Certificate of Approval, or any portion thereof, in the event the Board fails to observe, perform and comply with any provision of this Agreement or if, in the opinion of the Ministry, there has been a material change in the Project;
 - c) the Board will comply with all applicable policies and directives of the Treasury Board respecting Capital Funding Grants.
- 3.05 Notwithstanding any other provision of this Agreement, the payment of funds by the Ministry to the Board, pursuant to this Agreement, is subject to the provisions of the *Financial Administration Act* ("the Act"), which makes that payment obligation subject to:
- a) there being sufficient monies available in an appropriation, as defined in the Act, to enable the Ministry, in any fiscal year or part thereof when any payment of money by the Ministry to the Board falls due pursuant to this Agreement, to make that payment;
 - b) Treasury Board, as defined in the Act, not having controlled or limited, pursuant to the Act, expenditure(s) under any appropriation referred to in this subparagraph a).

4. BOARD OBLIGATIONS

- 4.01 The Board will:
- a) carry out the Project in a manner that ensures:
 - i) cost-effective delivery;
 - ii) delivery within budget;
 - iii) completion by March 31, 2019;
 - iv) scope details are fully met upon completion.
 - b) comply with all policies and best practices related to Capital Project Procurement, as documented in the Capital Asset Management Framework and Capital Procurement Checklist published by the Ministry of Finance;
 - c) procure the Project in accordance with the Capital Asset Management Framework;

**2018/19 Annual Programs Funding Agreement for School District No. 23 (Central Okanagan)
Five-Year Capital Plan Bylaw No. 2018/19-CPSD23-01**

- d) include in any contracts all standard insurance and indemnification clauses required by the Schools Protection Program;
 - e) all communication related to the Capital Project conforms to the "Communications Protocol Agreement on Capital Projects between the Ministry of Education and School Districts" (provided as Schedule A). Note this protocol may be amended from time to time by the Ministry, with the most current version of the protocol being used.
- 4.02 Provide written notice to the Ministry of Education immediately upon completion of each Project. (Note: the Ministry will be following up with school districts regarding delayed and/or incomplete projects in early January, at which time the Ministry may choose to re-profile associated funds elsewhere pending status of the Project).
- 4.03 At the request of the Ministry, prepare additional reports relating to the Project.
- 4.04 Notify the Ministry immediately, in writing, should any Event of Force Majeure arise that could materially affect the scope, costs or schedule of the Project.
- 4.05 Indemnify and save harmless the Province of British Columbia and its employees and agents from and against any losses, claims, damages, actions, causes of action, costs and expenses that the Province of British Columbia or any of its employees or agents may sustain, incur, suffer or be put to at any time, either before or after this agreement ends, which are based upon, arise out of or occur, directly or indirectly, by reason of, any act or omission by the Board or by any of its agents, employees, officers, directors, or contractors with respect to the Project.
- 4.06 Purchase school buses through the Request for Standing Offer (RFSO) arranged by the Association of School Transportation Services of BC (ASTSBC).
- 4.07 Reserve two (2) percent of the Total Funding amount provided under the Bus Acquisition Program in paragraph 3.01 as fee payment for ASTSBC's administration services. The ASTSBC will invoice the Board once buses have been ordered. This fee is included in the Capital Funding Grant and is not an additional cost to the Board.
- 5. EVENT OF FORCE MAJEURE**
- 5.01 In the Event of Force Majeure:
- a) the Board will immediately notify the Ministry, in writing, describing the Event of Force Majeure.
 - b) within five (5) Business Days of being notified of the Event of Force Majeure, the Ministry will communicate with the Board to explore what steps are to be taken to mitigate the Event of Force Majeure, determine an appropriate course of action, and establish an estimated cost related to the Event of Force Majeure.
 - c) the course of action must be agreed to by the Ministry and the Board.

**2018/19 Annual Programs Funding Agreement for School District No. 23 (Central Okanagan)
Five-Year Capital Plan Bylaw No. 2018/19-CPSD23-01**

- d) either party may request the assistance of an independent cost consultant appointed by mutual agreement of the parties.
- e) the Ministry will not approve any expenditure(s) incurred prior to the agreed course of action unless the costs were demonstrably incurred for the preservation of life and/or safety.

6. PUBLIC ANNOUNCEMENTS

- 6.01 Any public announcement relating to the Project will be in accordance with the "Communications Protocol Agreement on Capital Projects between the Ministry of Education and School Districts" (provided as Schedule A).

7. NOTICE

- 7.01 Any notice or communication required or permitted to be given under this Agreement will be in writing and will be considered to have been sufficiently given if delivered by hand or electronic transmission to the physical address or electronic mail address of each party set out below:

- a) if to the Board:

School District No. 23 (Central Okanagan)
1940 Underhill St, Kelowna, BC, V1X 5X7

Attention: ~~Larry Paul~~ *EILEEN SADLOWSKI*

Email: ~~larry.paul@sd23.bc.ca~~ *EILEEN.SADLOWSKI@SD23.BC.CA*

- b) if to the Ministry:

Ministry of Education
PO Box 9151 Stn Prov Govt, Victoria, BC, V8W 9H1
Attention: Damien Crowell
Email: Damien.Crowell@gov.bc.ca

- 7.02 Any such notice or communication will be considered to have been received:

- a) if delivered by hand during business hours (and in any event, at or before 4:00pm local time in the place of receipt) on a Business Day, upon receipt by a responsible representative of the receiver, and if not delivered during business hours, upon the commencement of business hours on the next Business Day;
- b) if sent by electronic transmission during business hours (and in any event, at or before 4:00pm local time in the place of receipt) on a Business Day, upon receipt by a responsible representative of the receiver, and if not delivered during business hours, upon the commencement of business hours on the next Business Day, provided that:

**2018/19 Annual Programs Funding Agreement for School District No. 23 (Central Okanagan)
Five-Year Capital Plan Bylaw No. 2018/19-CP5D23-01**

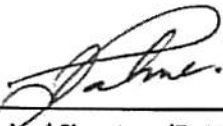
- i) the receiving party has, by electronic transmission or by hand delivery, acknowledged to the notifying party that it has received such notice; or
- ii) within twenty-four (24) hours after sending the notice, the notifying party has also sent a copy of such notice to the receiving party by hand delivery.

7.03 Delivery by mail will not be considered timely notice under this Agreement.

7.04 In the event a contact name changes for either the Ministry or for the Board, then parties must be notified within five (5) Business Days.

IN WITNESS WHEREOF the parties have executed this Agreement, in duplicate, as of the day and year first above written.

SIGNED on behalf of Her Majesty the Queen)
in Right of the Province of British Columbia)
by a duly authorized designate of the)
Minister of Education)



Authorized Signatory (For the Minister of Education)

Tom PALMER

Name (Print)

EXECUTIVE DIRECTOR

Title

07/12/2018

Date Signed (Month/Day/Year)

SIGNED on behalf of the Board)
of Education of School District)
No. 23 (Central Okanagan) by its duly)
authorized signatories)



Authorized Signatory (Secretary Treasurer)

Eileen Spalloni

Name (Print)

June 30/18

Date Signed (Month/Day/Year)

SCHEDULE A

COMMUNICATIONS PROTOCOL AGREEMENT ON CAPITAL PROJECTS BETWEEN THE MINISTRY OF
EDUCATION AND SCHOOL DISTRICTS

PROJECT AGREEMENT STAGE

News Release

After the Minister signs a funding agreement with the school district for a capital project the Ministry of Education may issue a news release. In all such news releases, the school district may have a quote from a designated representative.

Signage

All construction projects approved in the Ministry of Education's Capital Plan must be identified by a construction sign prominently displayed at the site. Signs must conform to Government of B.C.'s Infrastructure Sign Specifications and be produced by Government Communications and Public Engagement (GCPE) graphics department. In addition to the BC logo, school districts and other funding partners will be identified with their logos on signage. They are to be installed as soon as possible after announcement of the project, and amended to include the amount of investment and date of completion after award of the construction contract and preferably before the start of work. The signs are to remain on the site until the work is completed and after any completion ceremonies where applicable. A digital picture of the sign is to be sent to GCPE after it has been installed. Cost of the sign is to be funded from the approved construction budget. School districts are responsible for installing the signs. Sign design and installation steps are included in the Ministry of Education's School Construction Project Sign Protocol.

GROUNDBREAKING STAGE

Public Announcements, Official Events or Ceremonies

An official ceremony may be held to commemorate the ground-breaking for a project. No public announcement of a project under this protocol shall be made by either party without the prior consent of the other party.

The Ministry of Education shall receive **at least four (4) weeks' notice** of any proposed public announcement or official ceremony related to the ground-breaking for a capital project. The Provincial Minister or designated representative shall participate in such announcements or ceremonies, to take place at a mutually agreed upon date and location.

The parties shall co-operate in the organization of announcements or ceremonies. Messages and public statements for such events should be mutually agreed upon.

News Release

On the day of a ground-breaking ceremony the Ministry of Education may issue a news release. In all such news releases, the school district may have a quote from a designated representative.

*2018/19 Annual Programs Funding Agreement for School District No. 23 (Central Okanagan)
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OFFICIAL OPENING STAGE

Public Announcements, Official Events or Ceremonies

A ceremony may be held to commemorate the official opening of a project. No public announcement of a project under this protocol shall be made by either party without the prior consent of the other party.

The Ministry of Education shall receive **at least six (6) weeks' notice** of any proposed public announcement or official ceremony related to the opening of a capital project. The Provincial Minister or designated representative shall participate in such announcements or ceremonies, to take place at a mutually agreed date and location.

The parties shall co-operate in the organization of announcements or ceremonies. Messages and public statements for such events should be mutually agreed upon.

News Release

On the day of an official opening ceremony, the Ministry of Education may issue a news release. In all such news releases, the school district may have a quote from a designated representative.

Plaques

The Ministry of Education may request the district provide and install, upon completion of major capital projects, a plaque bearing an appropriate inscription. The design, wording and specifications of such plaques must be approved by the Ministry of Education. Cost of the plaque is to be funded from the approved construction budget.

SCHOOL CONSTRUCTION PROJECT SIGN PROTOCOL

All construction projects approved in the Ministry of Education's Capital Plan must be identified by a construction sign prominently displayed at the site. Signs must conform to Government of B.C.'s Infrastructure Sign Specifications and be produced by Government Communications and Public Engagement (GCPE) graphics department. In addition to the BC logo, school districts and other funding partners will be identified with their logos on signage. Sign production must only be handled by Queens Printer.

Signs are to be installed as soon as possible after announcement of the project, and amended to include the amount of investment and date of completion after award of the construction contract and preferably before the start of work. The signs are to remain on the site until the work is completed and after any completion ceremonies where applicable.

A digital picture of the sign is to be sent to GCPE after it has been installed. Cost of the sign is to be funded from the approved construction budget. These are the standard small sign size: 1951 mm x 1220 mm (C035_u_1951x1220). The school districts are responsible for installing the signs.

*2018/19 Annual Programs Funding Agreement for School District No. 23 (Central Okanagan)
Five-Year Capital Plan Bylaw No. 2018/19-CPSD23-01*

The steps from design to installation are as follows:

1. Project is announced;
2. Government Communications and Public Engagement (GCPE) will have their graphics department create a construction sign;
3. The GCPE graphics department will create and send the approved file to Queens Printer for print production;
4. Queens Printer will notified GCPE when the sign is ready;
5. GCPE will notify the district when the sign is ready to be ordered and provide them with the online requisition form: <http://brokerage.qp.gov.bc.ca/submit-print/print-form.aspx> ;
6. The school district orders, pays and arranges for the sign to be installed. (signs are to be post mounted in a visible location);
7. District will notify GCPE when the sign is installed and send photo as confirmation.

APPENDIX D



Central Okanagan
Public Schools
Together We Learn

OPERATIONS
685 Dease Road, Kelowna, BC V1X 4A4
Phone: (250) 870-5150 Fax: (250) 870-5094
JURISDICTION/RESPONSIBILITY FORM

JURISDICTION NO. 22-18

Date: July 11, 2018

SCHOOL: Peachland Elementary School

PROJECT: Playground Installation,

ITEMS OF WORK	JURISDICTION RESPONSIBILITY	AGREEMENT
Site Prep, remove old play equipment	Contractor	Without Prejudice <input checked="" type="checkbox"/>
Installation of play equipment	Contractor	Or Precedent <input type="checkbox"/>
Rubber surfacing	Contractor	
Engineered wood fibre	Contractor	
Curbs	Contractor	Harold Schock <small>Digitally signed by Harold Schock</small>
Clean up	Contractor	<small>Date: 2018.07.11 14:36:21 -07'00'</small>
	<i>cup 3523</i>	<i>[Signature]</i>

Email to CUPE Office at 3523pres@telus.net

File: /H/Projects/Jurisdiction/Blank Jurisdiction Form

habitat
Systems Incorporated

FOR THE PLAY SYSTEMS DIVISION OF
HABITAT SYSTEMS INC.
10000 W. 10TH AVENUE, SUITE 100
DENVER, CO 80202



WE ARE A DIVISION OF HABITAT SYSTEMS INC.
A DIVISION OF HABITAT SYSTEMS INC.
10000 W. 10TH AVENUE, SUITE 100
DENVER, CO 80202



THE PLAY SYSTEMS DIVISION OF HABITAT SYSTEMS INC.
IS AN EQUAL OPPORTUNITY EMPLOYER.
MINORITIES AND WOMEN ARE ENCOURAGED TO APPLY.
WE ARE AN AFFIRMATIVE ACTION EMPLOYER.
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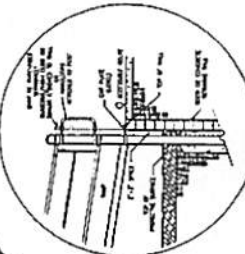
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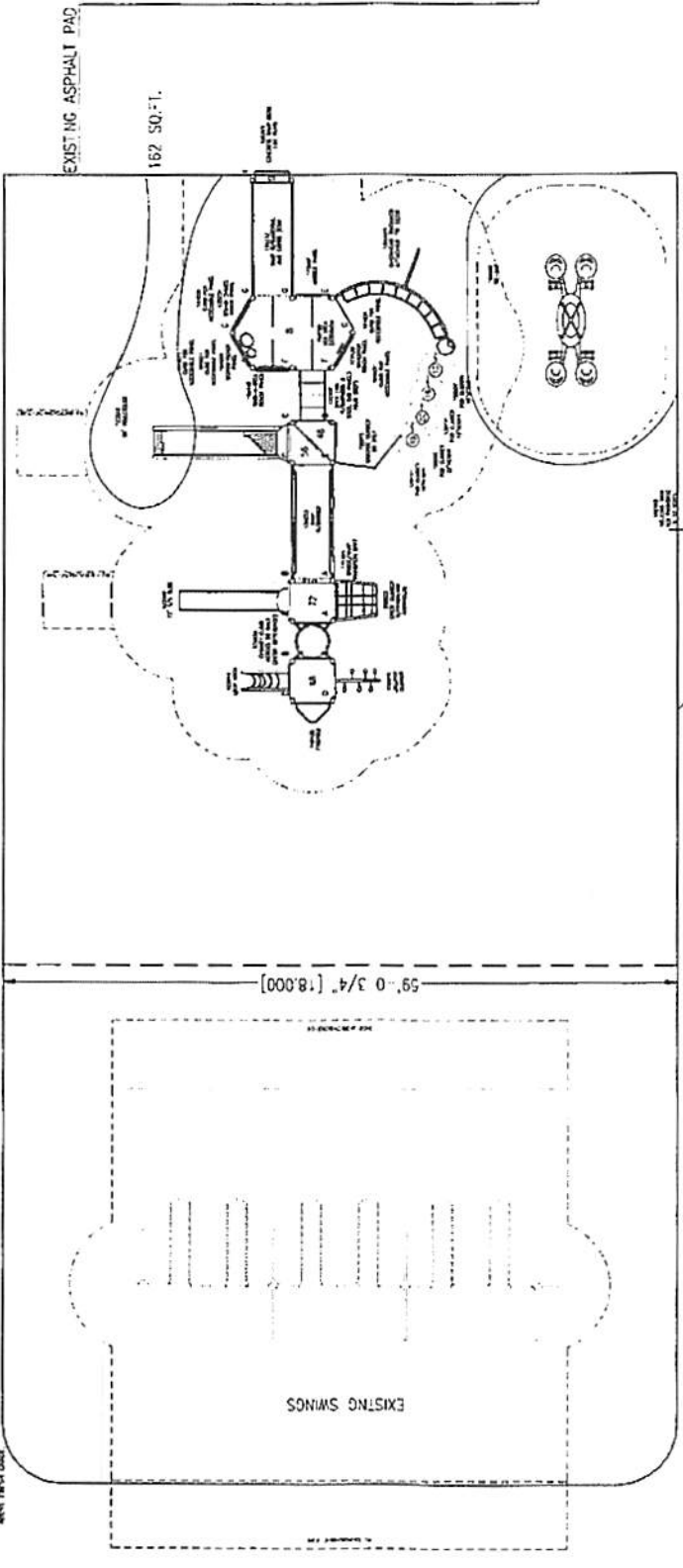
SUGGESTED FOUNDATION BASE FOR INSTALLATION
OF PLAY SYSTEMS INC. PLAY STRUCTURES
ON CONCRETE OR MASONRY FOUNDATION

CITY RESTRICTIONS

1	15' Max	15' Max
2	15' Max	15' Max
3	15' Max	15' Max
4	15' Max	15' Max
5	15' Max	15' Max
6	15' Max	15' Max
7	15' Max	15' Max
8	15' Max	15' Max
9	15' Max	15' Max
10	15' Max	15' Max
11	15' Max	15' Max
12	15' Max	15' Max
13	15' Max	15' Max
14	15' Max	15' Max
15	15' Max	15' Max
16	15' Max	15' Max
17	15' Max	15' Max
18	15' Max	15' Max
19	15' Max	15' Max
20	15' Max	15' Max

FOR THE PLAY SYSTEMS DIVISION OF
HABITAT SYSTEMS INC.
10000 W. 10TH AVENUE, SUITE 100
DENVER, CO 80202

FOR THE PLAY SYSTEMS DIVISION OF
HABITAT SYSTEMS INC.
10000 W. 10TH AVENUE, SUITE 100
DENVER, CO 80202



TOTAL
2845 SQ. FT.
213 LIN. FT.



SYSTEM TYPE
PlayBooster
DATE: 11/11/00
060-1-1

Habitat Systems Inc.
Steve Doyle

Peachland Elementary
Peachland, BC



Peachland Elementary

Peachland, BC July 3, 2018 656-1-1



slr
landscape
structures

FOR A BETTER TOMORROW
WE PLAY TODAY
shapedbyplay.com



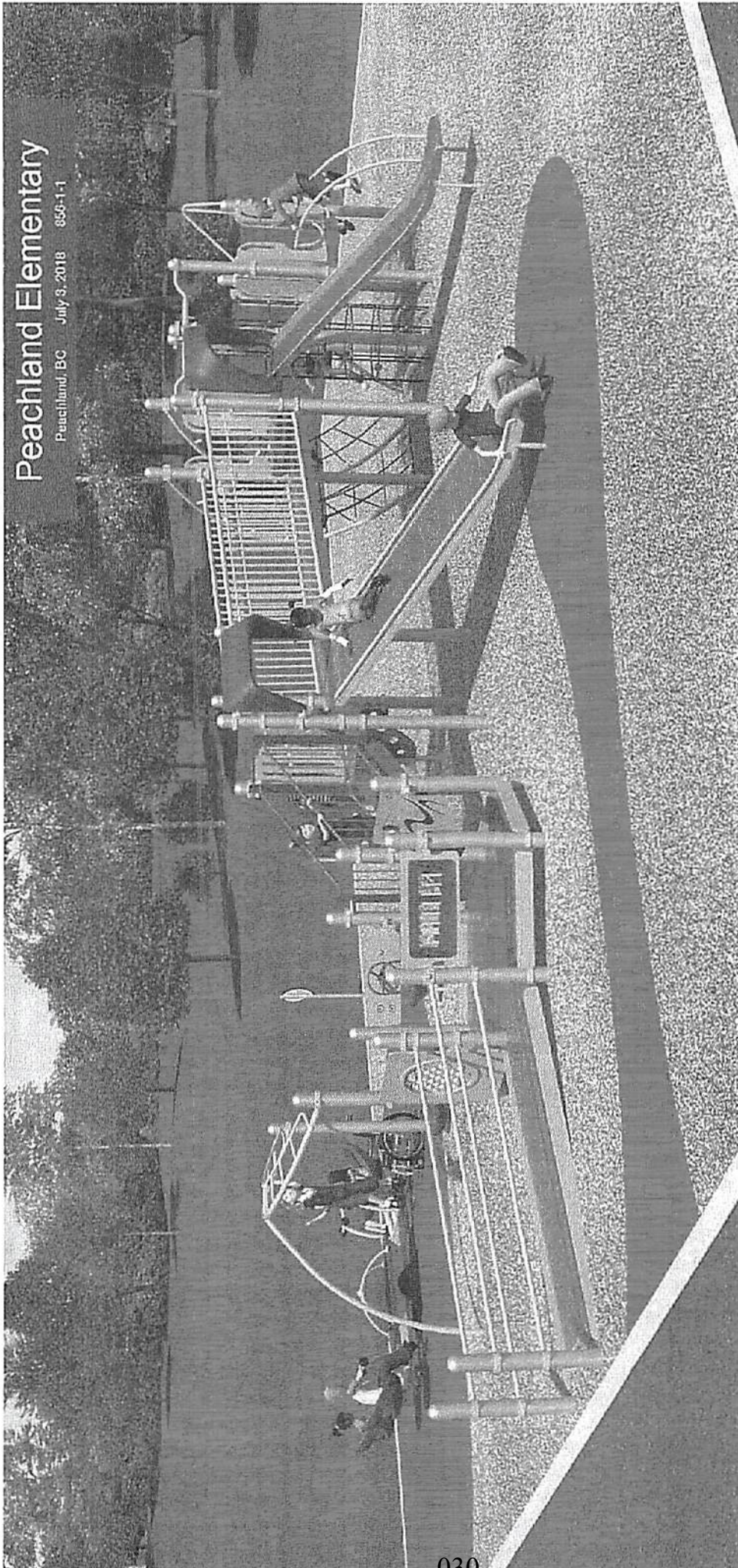
Proudly presented by:
Steve Doyle



habitat
systems Incorporated

Peachland Elementary

Peachland, BC July 3, 2018 856-1-1



slr
landscape
structures

FOR A BETTER TOMORROW
WE PLAY TODAY
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APPENDIX E

**School District No. 23 Outdoor Playground
RFP 18-011
PLE Playground**

**For the supply and installation of an outdoor playground for
PEACHLAND ELEMENTARY SCHOOL
5486 Clements Cr. Peachland, BC**

CLOSING DATE:

**10:00 AM Local time
Thursday, July 5, 2018**

RFP PEACHLAND ELEMENTARY OUTDOOR PLAYGROUND

School District No. 23 (Central Okanagan) herein referred to as "The District", is interested in receiving Proposals from interested parties for the partial removal of current playground equipment and supply and installation of a new outdoor playground at Peachland Elementary School.

BACKGROUND

The District encompasses a geographic area from Oyama in the north to Peachland in the south. The District has an aging Playground that requires upgrade at Peachland Elementary School. 5486 Clements Avenue, Peachland BC.

CURRENT SITUATION

The existing playground area covers approximately 650 square meters at the rear of Peachland Elementary School.

SCOPE OF WORK

- 1) Attendance at a mandatory site visit:
PEACHLAND ELEMENTARY SCHOOL, 5486 Clements Cr. Peachland BC June 20, 2018 at 1:00 PM local time.
- 2) Remove an approximately 650 square metres area of existing pea-gravel and replace with engineered wood fiber.
- 3) Existing swings and climber will remain.
- 4) Installation about 165 linear metres of new border to retain the wood fiber.
- 5) Remove 385 square meters of existed playground equipment and replace with new playground equipment.
- 6) New Playground must fit in an 18 Metre x 21 Metre footprint.

GENERAL REQUIREMENTS

- All equipment must meet or exceed current CSA standards and guidelines.
- All equipment must have a minimum one year warranty package.
- Layout drawings showing use area and encroachment zones must be included.
- Pesticide treated lumber cannot be used in any structure.
- All structural supports should be aluminum or galvanized steel or steel with vandal resistant powder coating to prevent corrosion. Other innovative materials may be considered upon request.
- Vandal resistant fasteners as standard.
- PVC products must be identified and may not be accepted.
- Plastic components will only be allowed if there is no alternative metal product available. Any plastic component proposed must be UV resistant and clearly identified as fire resistant.
- Plastics must include MSDS information for its current condition and hazards present when burned or melted.

GENERAL GOALS

- 1. Removal, supply and installation of a fully functioning safe outdoor playground by September 15, 2018**
- 2. A turnkey fully completed project within an anticipated budget of \$155,000.00 CDN in pretax amount in total for all components and services proposed.**
- 3. The District reserves the right to award a supply only contract for the playground components, wood fiber and borders only as proposed under General Goal 2.**

RESPONSE REQUIREMENTS

Your response must include the following:

1. A brief executive overview of your Organization and your proposed solution.
2. Summary details of elementary school playground projects in the past 5 years of similar size and scope as this project. A Minimum of 3 references are to be included with this listing.
3. A project team list with qualifications and overall experience on similar projects. As a minimum, the Team Lead should have experience with similar sized Elementary school playgrounds projects.
4. Technical specification as well as description of all components proposed.
5. A site drawing or schematic with the components clearly indicated along with any access areas required. 3D rendering would be preferred
6. A schedule with timelines from award of contract.
7. Your total solution must fit within an anticipated budget of \$155,000.000 CDN.

An optional price for the supply and delivery to site of only the components proposed in 1. should be included in the PRICING TABLE below in the event The District decides to choose that option.

PRICING TABLE

ITEM		PRICE; pretax
1.	Turnkey project per General Goal 2	
1A Option	Supply and delivery of all components only	

The Proponent has the opportunity to offer and describe any value added services, products or items not specifically requested. Examples of value added services may include preferred delivery terms, special promotions. The School District reserves the right to assess and accept or reject added value items at its sole discretion

EVALUATION CRITERIA

Appearance, Design, Play Value	Key Components: <ul style="list-style-type: none"> Handicap Accessibility, Safety, Equipment details, Circulation patterns, Visual impact, Suitability to site, Visual surveillance Suitable for specified age ranges Creativity, Fun Factor, Social / interactive, Innovation Variety of play/challenges Variety of abilities (Inclusion) 	Weighting Factor: 30 points
Product Quality, Durability, Warranty	Key Components: <ul style="list-style-type: none"> Material specifications, connection details, graffiti resistant surfaces, warranty specifics, location of local dealer or service center, parts availability 	Weighting Factor: 10 points
Company Experience	Key Components: Company profile and Elementary School project experience and References	Weighting Factor: 15 points
Project Team	Key Components: Qualifications and experience of Team members on similar projects. Description of their respective role and availability for this project. Highlight any personal skill or specialty that applies to this project.	Weighting Factor: 10 points
Project Schedule	Key Components: <ul style="list-style-type: none"> Project Schedule complete with timelines for major milestones along with a breakdown of major tasks 	Weighting Factor: 15 points
Value Analysis	Key Components: <ul style="list-style-type: none"> Overall value offered. Within Budget. Optional items clearly priced along with a value rationale 	Weighting Factor: 20 points
SCORE	Total Possible Score Total	100 points

GENERAL TERMS AND CONDITIONS

The practice of The District is to award contracts for goods and services to proponents who display the ability to provide the best combination of products, capability and cost effectiveness.

All proponents must certify that their response has met all of the requirements contained in this document and any others that may be added prior to closing date and time. **Note any addendum will be posted to BC Bid website** www.bcbid.gov.bc. It is the proponent's responsibility to continue to monitor the website to ensure that the response addresses any addendum or modification posted up to and including closing time.

Conflict of Interest

Proposals must identify any potential conflict of interest or relationship between the proponent's employees and the District's employees.

Irrevocability

Proposals are irrevocable upon submission and enforceable for 30 days from the FINAL SUBMISSION date.

Confidentiality and Freedom of Information/Protection of Privacy Act

All Proposals submitted will be subject to disclosure under the Freedom of Information/Protection of Privacy Act. Any information deemed to be copyright or trade secret must be identified as such in the Proposal. Final adjudication of qualification for non-disclosure will be at the discretion of the Commissioner of the Freedom of Information Act.

Late Proposals

Proposals received after the closing time stated will not be accepted and will be returned unopened.

Inquiries

All inquiries related to this Proposal With the Header
RFP 18-011
PLE PLAYGROUND

are to be directed to:

Lloyd Pendleton, Purchasing Manager
School District No. 23 (Central
Okanagan) po@sd23.bc.ca
685 Dease
Road
Kelowna, B.C.
V1X 4A4
Phone: 250-870-5152 X7836

Information received from any other source is not official and may not be accurate. Do not contact other departments or individuals involved. Inquiries and responses will be recorded and addendum(s) may be posted to www.bcbid.gov.bc.ca at the District's option.

Acceptance of Terms

All the terms and conditions of this Tender are assumed to be accepted by the proponent and incorporated in its Proposal.

Closing Date

Proposals signed by an authorized agent of the proponent's Company must be received by 10:00 AM, local time, on Thursday, July 5, 2018 in one of two ways:

at: Purchasing Department
School District No. 23 (Central
Okanagan) 685 Dease Road
Kelowna, B.C.
V1X 4A4

in a sealed envelope marked:

**RFP 18-011
PLE PLAYGROUND**

Or an electronic document can be emailed to:

po@sd23.bc.ca with a subject header:

**RFP 18-011
PLE PLAYGROUND**



Memorandum

Date: June 13, 2019
To: Planning and Facilities Committee
From: Mitch Van Aller, Director of Operations

Action Item: Enhancement Agreement – École Casorso Elementary Memorial Plaque

1.0 ISSUE STATEMENT

In accordance with Policy 625 – *Site, Facility and Equipment Enhancements*, École Casorso Elementary School and École Casorso Elementary School Parent Advisory Council (PAC) wish to enter into an Enhancement Agreement with the Board of Education to install a stepping stone, plaque and statue in one of its existing garden beds in memory of teacher Rebecca Webb, a long serving teacher at École Casorso Elementary (1989-2013), who unfortunately passed on December 1, 2018 after a courageous battle with cancer.

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 as per Policy 625 – *Site, Facility and Equipment Enhancements*, attached as Appendix C.

3.0 BACKGROUND

The total estimated cost of the plaque is approximately \$100.00. The PAC will contribute the full amount for the plaque.

The 15"x15" stepping stone would be made of concrete, poured in a 2"x4" wooden frame. The frame would be secured into the garden box with screws on two sides of the frame. Rebecca loved to garden and she also collected pigs. The teacher creating the stone is going to set the feet of one of Rebecca's cast metal pigs (*length: 30 cm, height: 20 cm, width: 17 cm*) into the concrete. A 7.5 cm x 12.5 cm plaque will also be secured onto the stepping stone. The inscription on the plaque reads "Remembered with love, Rebecca Webb, Devoted & caring Casorso Teacher, A life that touches others, goes on forever" (see Appendix B).

Thirteen of the current teaching staff worked alongside Rebecca and would like to see her recognized in this way. The École Casorso Elementary Parent Advisory Council is also supporting this project financially as they have offered to pay for the plaque, and this motion was successful at their April 2019 PAC meeting per attached Appendix B.

4.0 POINTS FOR CONSIDERATION

École Casorso Elementary School will pay for all maintenance.

5.0 OPTIONS FOR ACTION

- A. Approve the Enhancement Agreement.
- B. Do not approve Enhancement Agreement.
- C. Request additional information.

6.0 FOLLOW-UP/REVIEW

Following approval from the Board, the project will proceed.

7.0 DIRECTOR'S COMMENTS

This should not have any affect on the Maintenance Department.

8.0 STAFF RECOMMENDATION

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

THAT: The Board of Education into an Enhancement Agreement with École Casorso Elementary School and the École Casorso Elementary School Parent Advisory Council for the installation of a memorial plaque for Rebecca Webb, as attached to the Agenda, and as presented at the June 19, 2019 Planning and Facilities Committee meeting.

9.0 APPENDICES

- A. Enhancement Agreement signed by École Casorso Elementary School PAC
- B. École Casorso Elementary School PAC Minutes Dated April 15, 2019 and Memorandum dated April 18, 2019
- C. Policy 625 – *Sites, Facility and Equipment Enhancements*

APPENDIX A

SCHOOL ENHANCEMENT PROJECT FUNDING AGREEMENT

THIS AGREEMENT made as of the 10th day of June, 2019.

BETWEEN:

**THE BOARD OF EDUCATION OF SCHOOL DISTRICT NO. 23
(CENTRAL OKANAGAN)**, having an office at 1940 Underhill Street,
Kelowna, British Columbia (hereinafter called the "School Board")

AND:

THE CASORSO ELEMENTARY SCHOOL PAC
(hereinafter called the "Funding Agency")

WHEREAS:

- A. The Funding Agency wishes to apply its independently obtained funding to assist Casorso Elementary 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, operations, 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 of 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/Deputy Superintendent

Name:

THE CASORSO ELEMENTARY SCHOOL
by its Authorized Signatory:

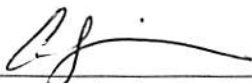


Signature by its Authorized Signatory



Name:

THE CASORSO ELEMENTARY PAC
by its Authorized Signatory:



Signature by its Authorized Signatory



Name:

Ecole Casorso School PAC Meeting Minutes
Monday, April 15, 2019

Present: Cadre Simpson, Tanya Miles, Sharon Whiting, Kirk Penton, Donna Stathers, JoJo Baliski, Louise Lozie, Amanda , Karla Allan, Ali McMillan, Carolina Restrepo

President Cadre Simpson called the meeting to order at 6:09 p.m.

X 4. Mme Bonnie Lachapelle wants a teacher's memorial for a Casorso teacher who was on leave and passed away. Ms. Rebecca Webb had been fighting cancer for five or six years, taught Grade 3 English, and is close to several Casorso teachers. Mme. Lachapelle is proposing a stepping stone as a memorial.

JoJo Baliski motioned that we give up to \$100 to those who are doing a memorial for Ms. Webb. Carolina Restrepo seconded the motion. Motion passed.



École Élémentaire Casorso Elementary School
3675 Casorso Road, Kelowna, B.C. V1W 3E1
Telephone: 250-870-5135
Fax : 250-870-5019
www.cas.sd23.bc.ca

Memorandum

Date: April 18, 2019
To: Mitch Vanaller – Director of Operations
From: Donna Stathers – Principal, École Élémentaire Casorso Elementary School

Planning and Facilities: Memorial Request – Board Policy 625

On behalf of the staff, students and parent community, I would like to request permission to place a stepping stone in one of our existing garden beds in memory of teacher Rebecca Webb, a long serving teacher at Casorso (1989-2013), who unfortunately passed on December 1, 2018 after a courageous battle with cancer. The staff would also like to have a small celebration on the morning of June 4th, to honour her years of service at Casorso.

The 15"x15" stepping stone would be made of concrete, poured in a 2"x4" wooden frame. The frame would be secured into the garden box with screws on two sides of the frame. Rebecca loved to garden and she also collected pigs. The teacher creating the stone, is going to set the feet of one of Rebecca's cast metal pigs (*length: 30 cm, height: 20 cm, width: 17 cm*) into the concrete. A 7.5 cm x 12.5 cm plaque (*see photo below*) will also be secured onto the stepping stone. The inscription on the plaque reads "Remembered with love, Rebecca Webb, Devoted & caring Casorso Teacher, A life that touches others, goes on forever".

Thirteen of our current teaching staff, worked alongside Rebecca and would like to see her recognized in this way. The Casorso Parent Advisory Council is also supporting this project financially as they have offered to pay for the plaque, and this motion was successful at their April PAC meeting.

Thank you in advance for your consideration and support of this request.



APPENDIX C

School District No. 23 (Central Okanagan)

Policies And Procedures



"Together We Learn"

Section Six: School District Facilities

625 – SITES, FACILITY AND EQUIPMENT ENHANCEMENTS

Introduction

The Board of Education believes that the primary purpose of upgrading school facilities, sites and/or equipment is for the enhancement of educational, cultural and recreational opportunities for students.

Policy

1. The Board supports the installation or upgrade of instructional equipment, adventure playgrounds, and outdoor play courts at school facilities funded by other agencies, provided there is a *School Enhancement Project Agreement* in place for the enhancement. All enhancement agreements will include information on the expected date of installation; the financial responsibility for maintenance; the financial responsibility for removal; and the expected date for removal (life expectancy of the enhancement).
2. The Board will review for approval all enhancements including plaques and signage intended to honour individuals or other entities, expected to be placed on the exterior of buildings and sites. (Enhancements for the interior of facilities may be approved by the site Principal or senior Administrator.) Please note that this does not apply to advertising and sponsorship in schools. (See Policy 735 - Advertising and Sponsorship in Schools.)
3. The Board authorizes the Superintendent of Schools, or designate, to establish approval requirements, design standards, installation practice, inspection/maintenance schedules, and repair procedures to ensure that all enhancements are safe to use by students, staff or the community.
4. The Board authorizes the Superintendent of Schools, or designate, to approve enhancements relating to exterior benches or trees unless they are accompanied by plaques or signage honouring individuals or other entities.
5. 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.
6. Copies of the *School Enhancement Project Agreement* are available from the office of the Secretary-Treasurer.

Date Agreed: April 23, 1980

Date Amended: June 29, 1989; April 13, 1994; January 24, 2001;

Date Reviewed/Amended: November 13, 2002

Date Amended: May 9, 2012; November 26, 2014

Related Documents: School Enhancement Project Agreement and 046
Policy 735 "Advertising and Sponsorship in Schools"

625 - Sites, Facility & Equipment Enhancements

Page 1 of 1



Memorandum

Date: June 13, 2019
To: Planning and Facilities Committee
From: Mitch Van Aller, Director of Operations
Prepared by: David Widdis, Planning Manager

Action Item: School District Portable Information

1.0 RELEVANT BOARD MOTION/DIRECTION

None.

2.0 BACKGROUND

The District continues to use portables for the student management at school facilities. Based on the projections for September 2019, the District will move five portables and purchase five portables. The following table shows the September 2019 new locations for portables:

Number of Portables to <u>Move</u> :	From:	To:
1	Anne McClymont Primary	Black Mountain Elementary
1	Anne McClymont Elementary	Rutland Middle
2	Okanagan Mission Secondary	Springvalley Middle
1	Okanagan Mission Secondary	Constable Neil Bruce

Number of <u>New</u> Portables	To:
2	Mount Boucherie Secondary
2	Dr. Knox Middle
1	Constable Neil Bruce

Appendix A shows the projected enrolments as well as the projected portable classroom locations. The projections are reviewed annually and are subject to change depending on enrolments and class organizations.

3.0 INFORMATION STATEMENT

The District annually reviews its portable inventory and classroom needs based on current enrolments and projections.

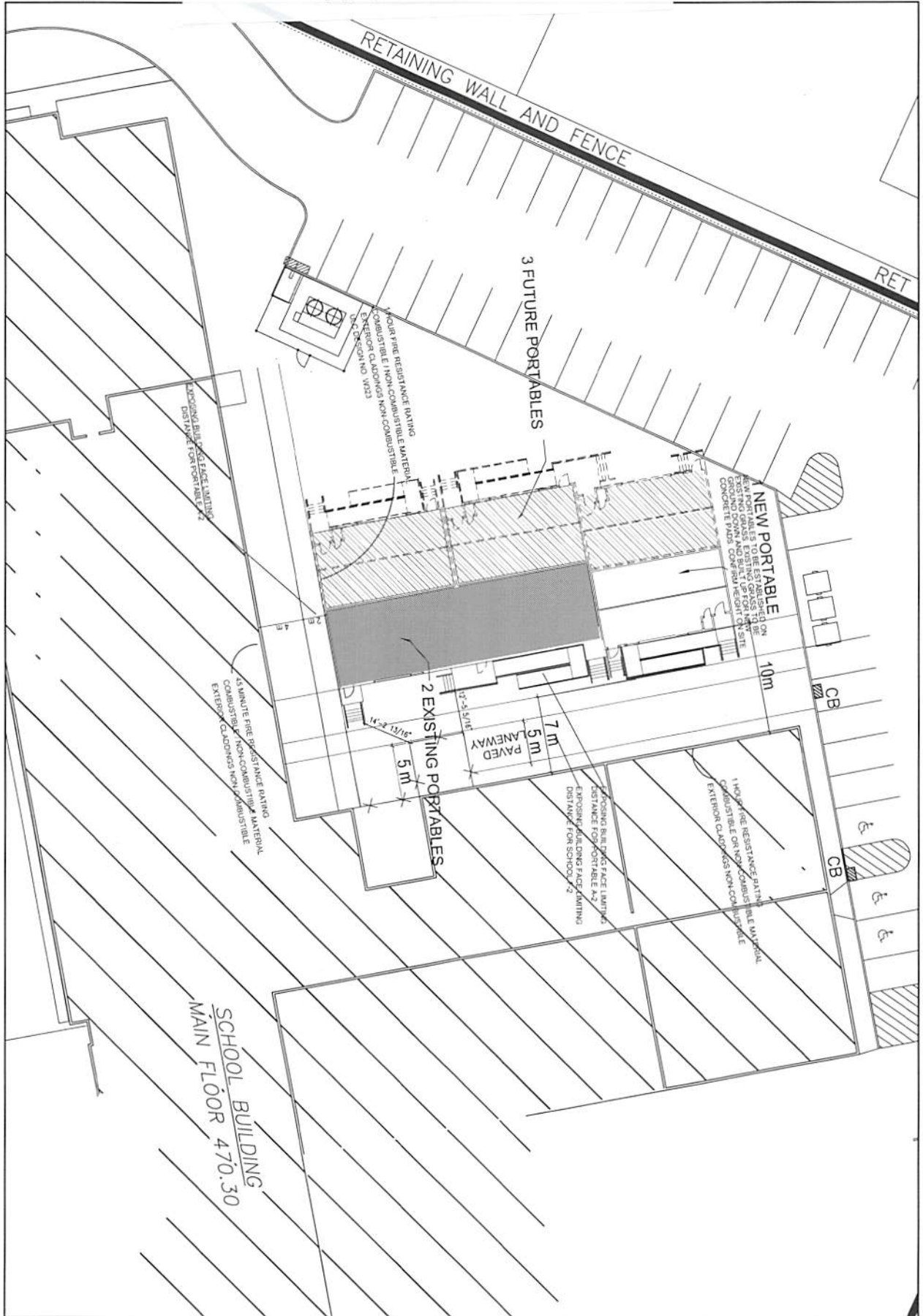
4.0 DIRECTOR'S COMMENTS

Planning for portables is an ongoing process. A number of factors may change the initial placement plan. Movement and installation traditionally occurs between May and August in order for them to be ready in September.

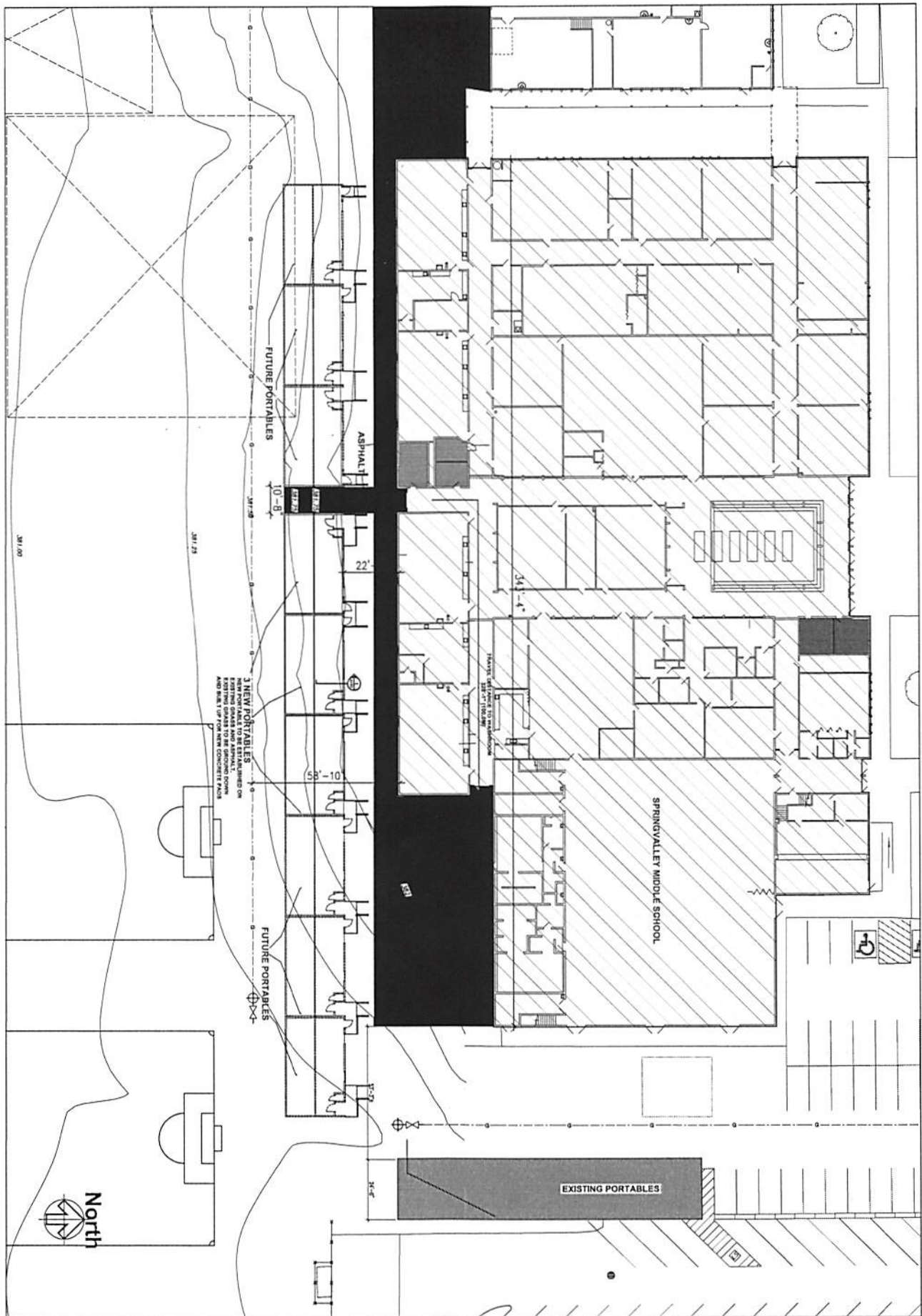
5.0 APPENDICES

- A. Portable Locations
- B. Enrolment and Portable Projections

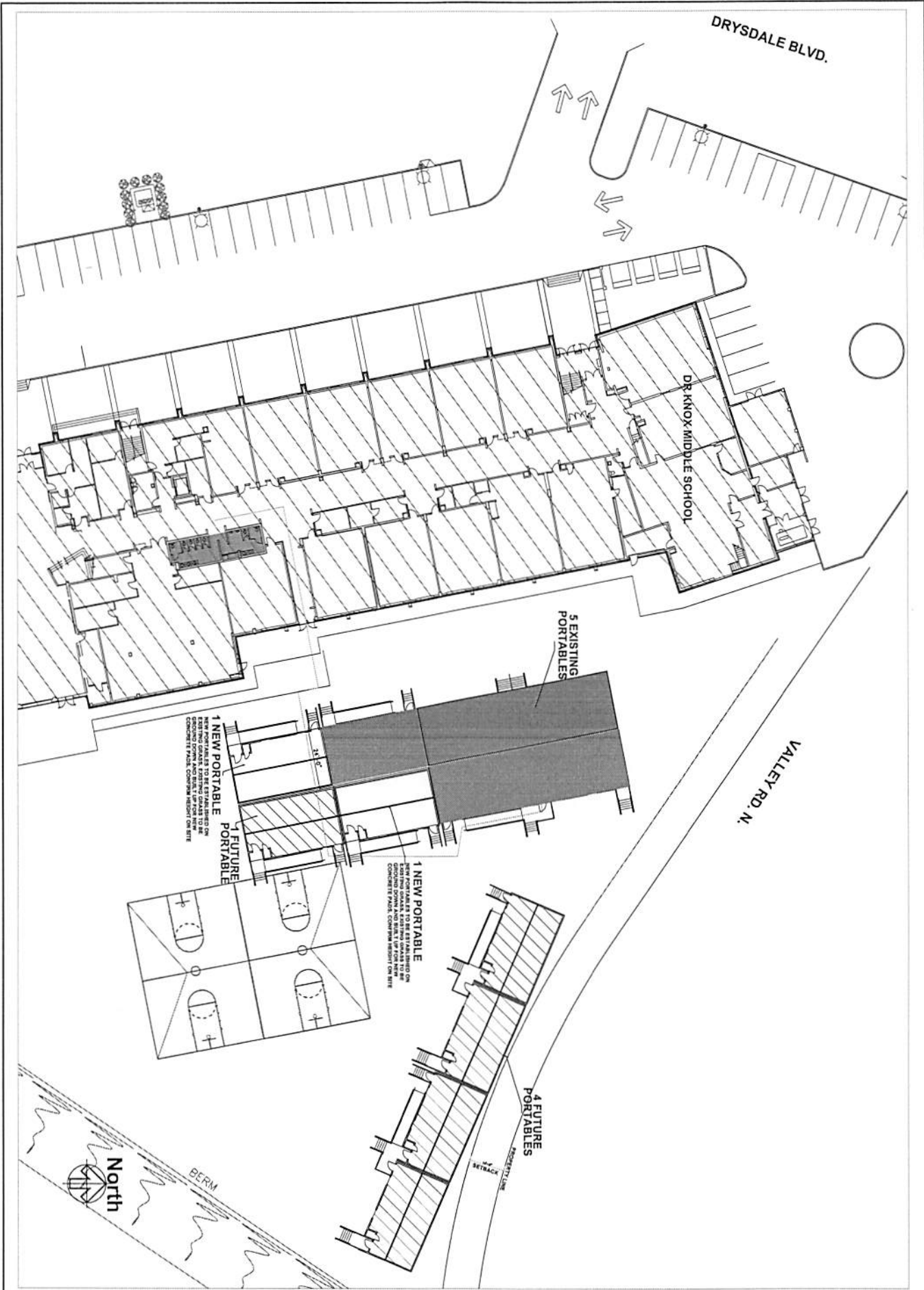
APPENDIX A



A101 <small>OF</small>	SITE PLAN	PROJECT: 1024 SCALE: 1/32 DRAWING NO: 1024-01 DRAWING: 1024-01	DRAWING TITLE:	PRODUCT TITLE:	ISSUE:	DATE:
					1. ISSUED FOR BUILDING PERMIT	10/20/21
PROJECT TITLE:		CONSTABLE NEIL BRUCE MIDDLE SCHOOL; 4 PORTABLE ADDITION STAIR ACCESS SCHOOL DISTRICT #23		CONCLUDING:		SCALE:
DRAWING TITLE:		PRODUCT TITLE:		CONCLUDING:		MON ARCHITECTS 3040 101-3313 12th Avenue Vancouver, British Columbia V1T 2W7 T: 255-543-1110 E: info@mon.ca



A101 OF	SITE PLAN	PROJECT	SCALE	DATE	MON ARCHITECTS Suite 100 - 5313 32nd Avenue Denver, Colorado 80231 T: 303-542-1199 E: info@monpa.com
	SPRINGVALLEY MIDDLE SCHOOL SINGLE PORTABLE ADDITION, STAIR ACCESS SCHOOL DISTRICT NO. 23	PROJECT	SCALE	DATE	



DRYSDALE BLVD.

DR KNOX MIDDLE SCHOOL

5 EXISTING PORTABLES

1 NEW PORTABLE

1 FUTURE PORTABLE

1 NEW PORTABLE FOR STAIR ACCESS TO EXISTING GYMNASIUM TO BE CONSTRUCTED IN CONJUNCTION WITH THE CONSTRUCTION OF THE GYMNASIUM RECONSTRUCTION ON SITE

4 FUTURE PORTABLES

North

BERM

VALLEY RD. N.

A101

SITE PLAN

PROJECT: DR KNOX MIDDLE SCHOOL
 SCALE: 1/8"=1'-0"
 DRAWN BY: [Name]
 CHECKED BY: [Name]

**DR KNOX MIDDLE SCHOOL
 3 PORTABLE ADDITION
 STAIR ACCESS**

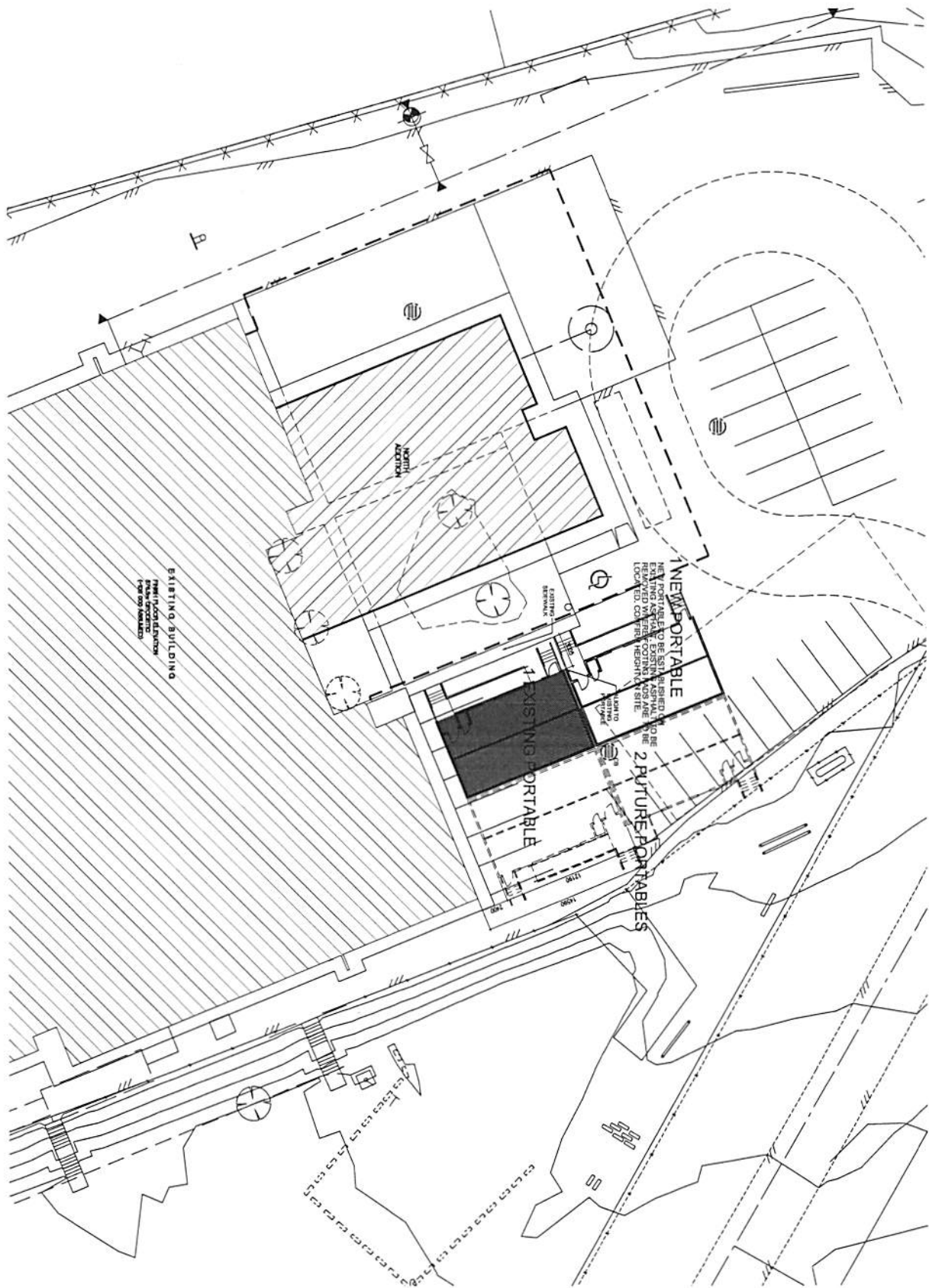
SCHOOL DISTRICT #23

ISSUE	DATE
1. ISSUED FOR BIDDING PHASE	03/18/2017

CONSULTANT

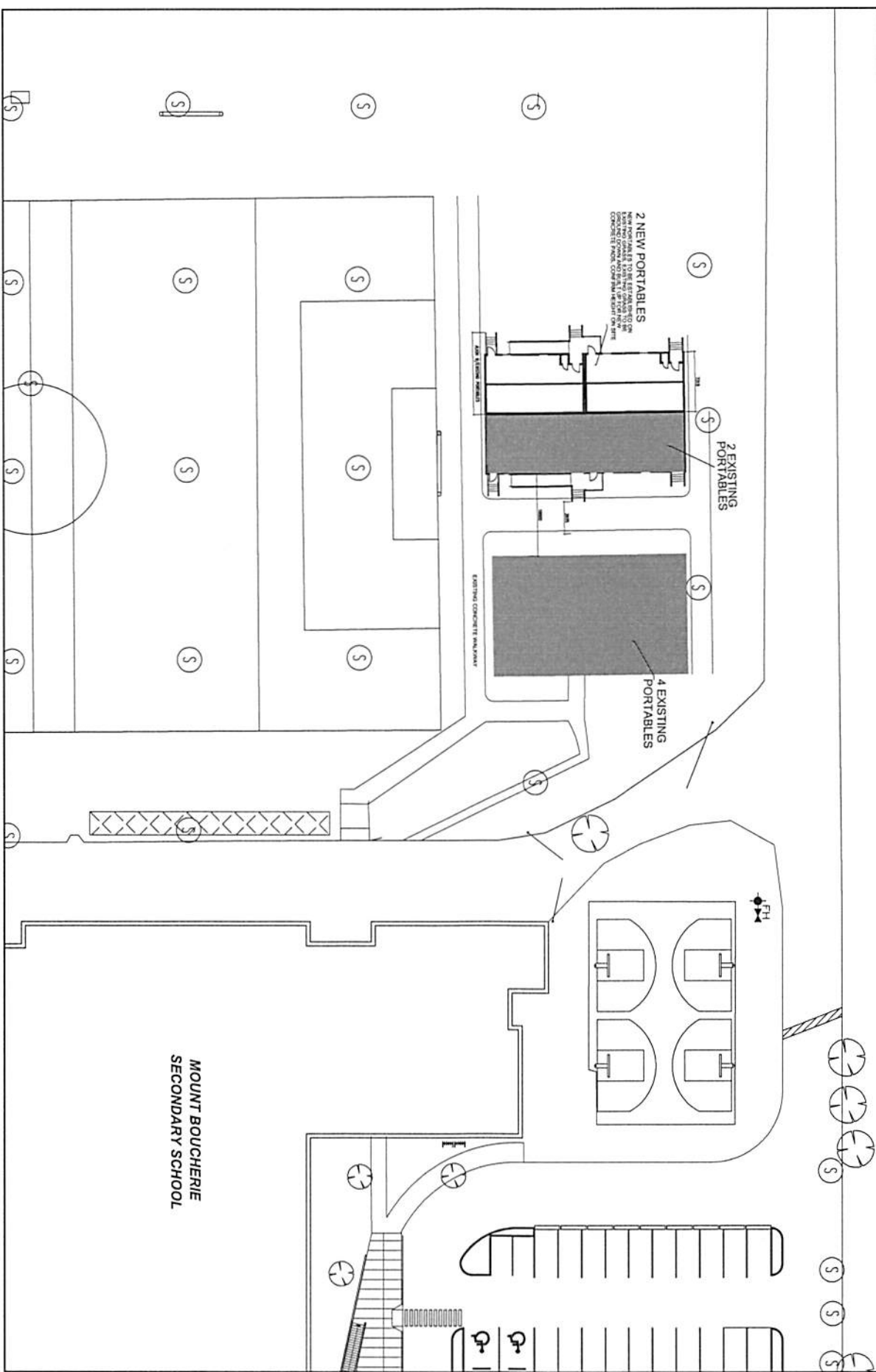
SIA

MON ARCHITECTS
 Suite 100 - 2913 22nd Avenue
 Vancouver, British Columbia V1T 2K7
 T: 250-660-1199 E: info@mon.ca



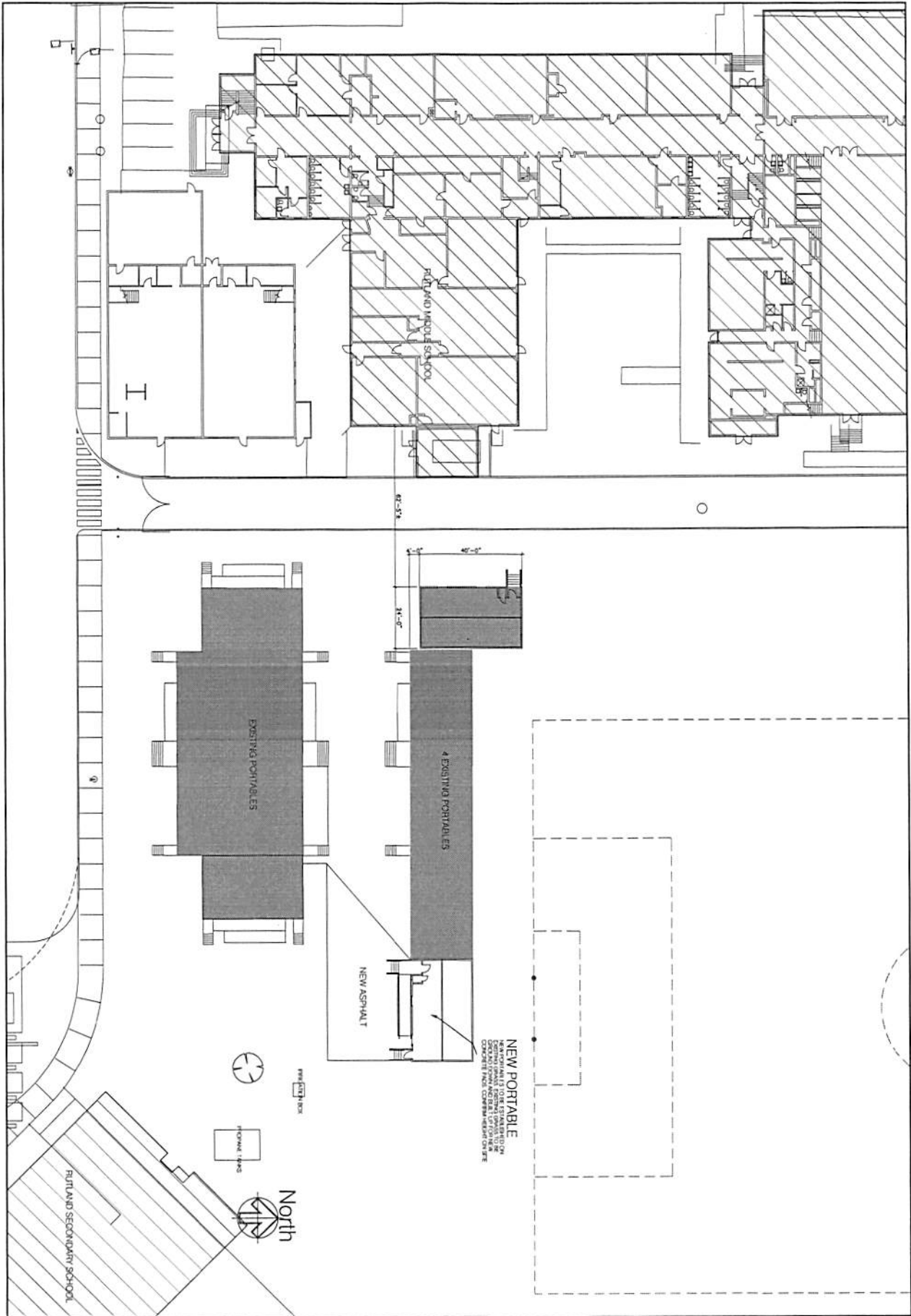
DRAWING A101 OF	PROJECT: 18014	SITE PLAN	DRAWING TITLE: BLACK MOUNTAIN ELEMENTARY: PROPOSED PORTABLE RELOCATION STAIR AND SERVICE RAMP SCHOOL DISTRICT NO. 23	ISSUE	DATE	CONTRACT	SCALE	 Suite 100 - 3313 32nd Avenue Vernon, British Columbia V1T 2M7 T: 250-542-1199 E: info@mqn.ca
	SCALE: 1/8" = 1'-0"			ISSUED FOR BIDDING POINT	REVISED			
DATE: May	PROJECT: 18014							

89'55"58" 206.28



<p>A101</p>	<p>SITE PLAN</p>	<p>MOUNT BOUCHERIE SECONDARY: PROPOSED PORTABLE RELOCATION STAIR AND SERVICE RAMP SCHOOL DISTRICT NO. 23</p>	<table border="1"> <tr> <th>ISSUE</th> <th>DATE</th> </tr> <tr> <td>ISSUED FOR BIDDING PERMIT</td> <td>05/20/21</td> </tr> <tr> <td> </td> <td> </td> </tr> <tr> <td> </td> <td> </td> </tr> <tr> <td> </td> <td> </td> </tr> <tr> <td> </td> <td> </td> </tr> <tr> <td> </td> <td> </td> </tr> <tr> <td> </td> <td> </td> </tr> <tr> <td> </td> <td> </td> </tr> </table>	ISSUE	DATE	ISSUED FOR BIDDING PERMIT	05/20/21															<p>CONSOLELINE</p>
	ISSUE	DATE																				
ISSUED FOR BIDDING PERMIT	05/20/21																					
<p>PROJECT: 15148</p> <p>SCALE: 1/8"=1'-0"</p> <p>DRAWN BY: M/W/M</p> <p>CHECKED BY:</p>	<p>DATE: 05/20/21</p> <p>PROJECT TITLE:</p>	<p>DATE: 05/20/21</p> <p>PROJECT TITLE:</p>	<p>DATE: 05/20/21</p> <p>PROJECT TITLE:</p>	<p>DATE: 05/20/21</p> <p>PROJECT TITLE:</p>																		

MQN ARCHITECTS
 Suite 100 - 3313 52nd Avenue
 Vernon, British Columbia V1T 2M7
 T: 250-542-1199 E: info@mqn.ca



A101 <small>or</small>	PROJECT TITLE PARTIAL SITE PLAN	PRODUCT TITLE RUTLAND MIDDLE SCHOOL 2 PORTABLE ADDITION STAIR ACCESS	PROJECT TITLE 1 ISSUE REVISION FOR BIDDING POINT	DATE 02/04/14	CONSULTANT MON ARCHITECTS <small>1111 N. WASHINGTON ST. SUITE 200 MILWAUKEE, WI 53233 TEL: 414.224.2200 FAX: 414.224.2201 WWW.MONARCHITECTS.COM</small>
	SCALE 1/8" = 1'-0" DRAWN BY HAN/MS	PROJECT NO. 13134	SCHOOL DISTRICT NO. 23	DATE 02/04/14	CONSULTANT MON ARCHITECTS <small>1111 N. WASHINGTON ST. SUITE 200 MILWAUKEE, WI 53233 TEL: 414.224.2200 FAX: 414.224.2201 WWW.MONARCHITECTS.COM</small>

APPENDIX B

SCHOOLS	GRADE					Current			Projected	
		Current	Projected			Fixed	Modular	Portable	Portable	Portable
		2018	2019	2020	2021	Clrms	Clrms	Clrms 2019-20	Clrms 2020-21	Clrms 2021-22
Westside Area										
Chief Tomat	K-5	266	255	269	270	12	0	1	1	
George Pringle	K-5	438	428	434	436	20	2	0		
Glenrosa	K-5	194	192	193	194	14	1	0		
Helen Gorman	K-5	218	215	224	230	12	0	0		
Hudson Road	K-5	221	233	263	271	13	0	1		
Mar Jok	K-5	438	444	479	519	19	0	0	1	1
Peachland Elem.	K-5	170	148	146	151	13	1	0		
Rose Valley	K-5	306	320	347	357	14	0	1		
Shannon Lake	K-5	372	365	365	362	17	0	0		
Const. Neil Bruce Middle	6-8	818	891	888	877	30	0	4		
Glenrosa Middle	6-9	581	621	665	688	30	0	0		
Mount Boucherie Secondary	9-12	1,378	1,430	1,499	1,577	53	0	9	2	2
Westside Total		5,400	5,542	5,772	5,933	247	4	16	4	3
OK Mission Area										
A. McClymont Elem.	K-5	589	471	440	428	16	0	6	-4	
Chute Lake	K-5	482	436	426	432	16	2	1		
Dorothea Walker	K-5	506	459	475	491	15	1	5		
Canyon Falls Middle School	6-8	0	449	675	693	30	0	0		
Okanagan Mission Secondary	7-12	1,408	1,193	977	1,012	42	0	12		
OK Mission Total		2,985	3,008	2,994	3,056	119	3	24	-4	0
Lake Country Area										
Davidson	K-6	493	485	498	412	17	0	0		
Oyama	K-6	158	167	164	140	6	0	1		
Peter Greer	K-6	465	465	467	385	18	1	2		-2
H.S. Grenda Middle	6-8					0				
George Elliott Secondary	7-12	849	865	924	603	28	0	7		
Lake Country Total		1,965	1,982	2,053	1,541	69	1	10	0	-2
Central Kelowna Area										
AS Matheson	K-6	268	276	271	269	15	0	0		
Bankhead	K-6	314	321	348	356	17	0	0		
Casorso	K-6	555	558	552	538	18	1	4.5		
Glenmore/Mtnview	K-6	652	663	646	639	21	0	6		
N. Glenmore	K-6	555	575	611	628	19	2	3	2	1
Raymer	K-6	243	243	255	249	16	1	0		
S. Kelowna Elem.	K-6	243	241	237	237	12	0	0		
Watson Road	K-6	555	582	599	614	20	2	1	1	1
Dr. Knox Middle	7-9	807	853	883	942	32	0	7	1	3
KLO Middle	7-9	811	830	853	854	28	0	7		
Kelowna Secondary	10-12	1,699	1,758	1,752	1,805	64	0	8		
Central Kelowna Total		6,702	6,900	7,006	7,129	262	6	37	4	5
Rutland Area										
Belgo	K-5	345	338	341	331	14	0	0		
Black Mountain	K-5	438	457	452	455	16	0	2		
Ellison	K-5	195	194	205	210	11	0	0		
Pearson	K-5	220	223	225	237	20	1	0		
Quigley	K-5	257	243	214	217	20	0	0		
Rutland	K-5	421	404	396	383	16	0	2		
S. Rutland	K-5	183	182	172	171	13	0	0		
Springvalley	K-5	276	274	273	276	14	0	1		
Rutland Middle	6-8	558	586	591	580	17	0	11	1	
Springvalley Middle	6-8	462	499	564	577	22	0	4	3	1
Rutland Senior Secondary	9-12	1,401	1,395	1,366	1,386	62	0	0		
Rutland Total		4,756	4,794	4,799	4,823	225	1	20	4	1
TOTAL		21,808	22,226	22,624	22,482	922	15	107	8	7

As of June 7, 2019

**Enrolments do not include Fee Payers or Alternate Programming