

## COMMISSION REPORT

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**TO:** CHAIR AND MEMBERS  
PARKS, RECREATION & CULTURE COMMISSION

**FROM:** DIRECTOR PARKS, RECREATION & CULTURAL SERVICES      **FILE:** 9100-20

**SUBJECT:** 2017/2018 COMMUNITY SCHOOL GRANT

**PURPOSE:** To request approval and authorization of an agreement with the Burnaby School District # 41 for the support and operation of eight Community Schools.

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**RECOMMENDATIONS:**

1. **THAT** approval be given for the expenditure of \$470,899 as the City of Burnaby's share of the operating funds for the 2017/2018 Community School Program.
2. **THAT** Council authorize the execution of an agreement with the Burnaby School District #41 for the support and operation of eight Community Schools (Edmonds, Gilmore, Lochdale, Maywood, Second Street, Stride Avenue, Byrne Creek and Stoney Creek).
3. **THAT** a copy of this report be forwarded to the Burnaby Board of Education for their information

**REPORT**

The City of Burnaby and School District 41 have been working together since 1974 to provide services to the citizens of Burnaby. Burnaby's Community Schools fill a valuable role in their local communities and provide programs in the schools, in a warm and inviting environment, used during out of school times to provide services to Burnaby citizens. This relationship, supported by the funding, allows the following to be achieved:

- Optimise the use of school facilities
- Enrich the K-12 program by making the resources within the community more available
- Provide a delivery system for activities
- Become more responsive to citizen needs and desires

Burnaby's eight Community Schools provide an additional layer of recreation and community services to the citizens of Burnaby.

Community schools welcome parents and the community into their facilities with: community rooms, extended hours, before, during and after school programing and special events.

- Lochdale, has Lego Club, Hang Time and more.
- Byrne Creek offers PEDAL-Bike Club, Friends of Simon and Stream of Dreams
- Stride-Community BarBQ, Family Education Workshops and Community dinners.
- Second Street offers after school programs such as Go Girls, Anime Art and Mind Blown.
- Maywood hosts Parent and Neighbor Meetings, education sessions for parents, clay works and cookies and crafts for children. .
- Stride has Big Buddies a teen mentoring program, Rec and Read, and lunch time sports.
- Stoney Creek enjoys Rec and Read, Coffee and Conversation for parents, the Great Salmon Send Off and the Sharing Cultures Community Dinner.
- Edmonds hosts movie nights, and many afterschool programs.
- Gilmore, celebrating 101 years, hosts afterschool programs such as Gym Time and Board Games, Lego Mania, Paint and Sketch and Kid's Club along with adult fitness classes.

With these extended hours and programs these schools have become hubs in their communities.

The District Community School Advisory and Coordinating Committee (DCSACC) membership consists of parent representatives from each community school, one School Trustee, one Commission member, one Council member and one member at large. At its meeting of 2017 May 11, DCSACC approved the 2017/2018 Community School budget. As has been the practice for many years, the Committee requested that the School District and the City of Burnaby provide the funds for the continued operation of the eight Community Schools for the upcoming school year.

A letter from the Burnaby School District #41 (Attachment #1) includes the request and outlines the Community Schools' operating budget and funding sources for the upcoming year. This budget requests a \$5,976.00 increase to overall base contribution levels from the City to address projected increases for employee benefits and inflation for supplies and services for 2017/2018. The school district will be increasing its contribution by \$9,374. This funding is distributed equally to each school and covers the core funding requirements. All community schools supplement their community education programs and neighbourhood activities through a variety of fund raising activities, grants, donations and sponsorships.

*To: Parks, Recreation & Culture Commission*  
*From: Director Parks, Recreation & Cultural Services*  
*Re: 2017/2018 Community School Grant*

.....Page 3

It is recommended that approval be given for the expenditure of \$470,899.00 as the city's share of the funds to operate Burnaby's Community schools. The funds are included in the city's Annual Budget.

A handwritten signature in black ink that reads "D. Ellenwood". The signature is written in a cursive, flowing style.

Dave Ellenwood  
DIRECTOR PARKS, RECREATION & CULTURAL SERVICES

EB:km

Attachment

P:/admin/eb/2017CommunitySchoolGrant.docx

cc: Director Planning and Building



Attachment #1  
(Page 1 of 3)

**RECEIVED**  
Parks, Recreation & Cultural Services

**MAY 15 2017**

May 12, 2017

Refer To	DE	Initials
	EB	

Mr. Dave Ellenwood, Director  
Burnaby Parks, Recreation & Cultural Services  
#101 – 4946 Canada Way  
Burnaby, BC V5G 4H7

**Re: 2017-18 Budget for Community Schools**

Dear Mr. Ellenwood,

At its May 11, 2017 meeting, the District Community School Advisory and Coordinating Committee (DCSACC) approved the following recommendation:

THAT the proposed 2017/2018 Community School Budget (attached) be approved and that the Burnaby Board of Education and the City of Burnaby each be requested to include in their respective budgets, the amounts requested for the support and operation of community schools during the 2017/2018 school year.

Please consider this letter as the formal request to include in the City's operating budget, the sum of \$470,899 as its share of the funds required to support Burnaby's Community School Program for the 2017/2018 school year.

DCSACC also wishes to acknowledge and thank the City Council, Burnaby Parks, Recreation and Cultural Commission, and the Burnaby Board of Education for their ongoing support of Burnaby's vibrant Community School program.

Please find attached an operating budget information sheet that provides an overview of the 2017/2018 budget, process and guiding principles.

If you require further information, please contact me at 604.296.6900, ext 661008.

Sincerely,

A handwritten signature in blue ink, appearing to read "Wanda Mitchell".

Wanda Mitchell  
Assistant Superintendent

WM/dja

encl.

c: Eric Bientjes, City of Burnaby Recreation Services Manager  
James Wang, City of Burnaby Councillor  
Karin Alzner, Parks, Recreation & Cultural Commissioner

Margaret Manifold, City of Burnaby Senior Planner  
Ron Burton, Board of Education Chair  
Sheri Brattston, Burnaby School District

The community school program in Burnaby is supported by an integrated funding model involving the school district, City of Burnaby, provincial government, organizations and community residents.

The City of Burnaby and the school district have an operating agreement which outlines the process for receiving community school designation status and a funding formula to support community school operations.

The provincial government through the Ministry of Education's CommunityLINK funding provides the school district with the funds to support a number of school based social service programs such as school meals, children, youth and family support services and community schools. Many of these services are integral elements of the district's community school model.

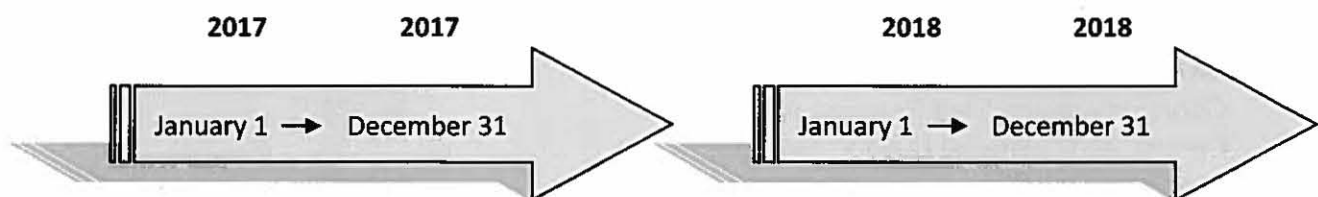
The community school budget merges the school district financial year (school year July 1 – June 30) with the city (calendar year January 1 – December 31) to produce an 18 month budget cycle. It is further complicated by the provincial government's budget year (April 1 – March 31). The budget that is being proposed is for the 2017/2018 school year (July 1, 2017 to June 30, 2018).

The following graphic may be helpful in understanding how the funding partnership works:

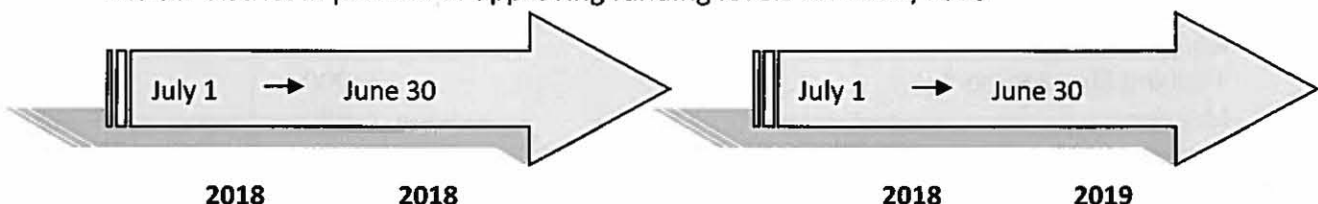


City provided funding

City in process of approving funding levels



School district in process of approving funding levels for 2017/2018



**2017/2018 Budget Preparation Guiding Principles**

- Budget includes provision for a \$15,324 increase to overall base contribution levels from the City and School District to address projected increases for employee wages and benefits for 2017/2018
- Budget provides for an equitable distribution of funds to each designated community school
- Budget recognizes that each community school enhances their community education program through a variety of other funding sources including provincial and federal government summer program grants
- Budget uses the historical community school cost sharing agreement to determine the level funding required from the City of Burnaby and the School District for the operation of the community school programs for 2017/2018
- Requests the City increase its contribution by \$5,976 from \$464,923 to \$470,899 to cover its share of the overall cost of providing the existing community schools program in 2017/2018
- Requests the School District increase its contribution by \$9,347 from \$734,728 to \$744,075 to cover its share of the overall cost of providing the existing community schools program in 2017/2018

**PROPOSED OPERATING BUDGET FOR EIGHT COMMUNITY SCHOOLS  
JULY 1, 2017 – JUNE 30, 2018**

	<b>Approved 2016/2017 Operations (8 Schools)</b>	<b>Proposed 2017/2018 Operations (8 schools)</b>
<b>REVENUE</b>		
City of Burnaby	464,923	470,899
School District (from School District Funding Sources)	734,728	744,075
	<b><u>1,199,651</u></b>	<b><u>1,214,975</u></b>
<b>EXPENDITURES</b>		
Coordinators and Staff Program Assistants	908,700	922,962
Clerical and Custodial Support Services		
Employee Benefits	212,451	213,513
	<b><u>1,121,151</u></b>	<b><u>1,136,475</u></b>
<b>SUPPLIES/SERVICES</b>		
Summer Programs	16,000	16,000
Program Development/After School Programs	24,000	24,000
Supplies	8,000	8,000
Equipment	11,000	11,000
Training Development	6,000	6,000
Mileage	6,000	6,000
Telephone	7,500	7,500
	<b><u>78,500</u></b>	<b><u>78,500</u></b>
<b>TOTAL</b>	<b><u>1,199,651</u></b>	<b><u>1,214,975</u></b>