

## COMMISSION REPORT

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

**DATE:** 2019 May 28

**FROM:** DIRECTOR PARKS, RECREATION &  
CULTURAL SERVICES

**FILE:** 9100-20

**SUBJECT: 2019/2020 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 \$496,799.00 as the City of Burnaby's share of the operating funds for the 2019/2020 Community School Program.
2. **THAT** the Parks, Recreation and Culture Commission recommend Council authorize the execution of an agreement with the Burnaby School District #41 for the support and operation of eight Community Schools (Byrne Creek, Edmonds, Gilmore, Lochdale, Maywood, Second Street, Stride, Stoney Creek and Stride Avenue).
3. **THAT** a copy of this report be forwarded to the Burnaby Board of Education for their information.

**REPORT****1.0 INTRODUCTION**

The City of Burnaby and School District #41 have been working together since 1974 to provide services to the citizens of Burnaby. The eight Burnaby Community Schools fill a valuable role in our neighbourhoods by, welcoming community into the facilities throughout the day for programs, events, resources, and gathering spaces. They provide an additional layer of recreation and community services to the citizens of Burnaby in a warm, inviting and encouraging environment. For over 40 years this longstanding partnership, supported by the funding, allows the following to be achieved:

To: Parks, Recreation & Culture Commission  
From: Director Parks, Recreation & Cultural Services  
Re: 2019/2020 Community School Grant

.....Page 2

- **Integrated services with agencies and organizations:** Burnaby Community Services, Burnaby Family Life, Burnaby Neighbourhood House, Cameray, Fraser Health, Mosaic, MCFD for example
- **Innovative early learning initiatives:** Learning Together On My Way to Kindergarten, Immigrant Parents as Literacy Supporters, Family Yoga, Building Bridges, Love and Learn Family Literacy Program and Welcome to Our School for example
- **Youth connections:** High Five Training - Principles of Healthy Child Development, Mentorship programs, C.O.R.E. youth program, Leadership/volunteerism programs, Homework club with Mentors, MoreSports, Girls Group, Community Basketball Mentorship program, and Camp Jubilee for example
- **Community connections and engagement:** UBC HELP – EDI/ MDI data, Burnaby Community Services, collaboration with community partners, parents, school district staff, and program service providers
- **Family support services:** PIE + Canucks Family Education Centre, Cameray, Information Children, Burnaby Family Life, Mosaic, BCIT and Douglas College Practicum Nursing Students, StrongStart for example
- **Lifelong learning:** Each Community School offers some combination of the following programs for community members from the early to the senior years:
  - ✓ **Tutoring, Homework/Language:** Math Buddies, 1:1, Homework Club, Breakfast Club, ELL Conversation, Mentorship Programs
  - ✓ **Physical Activity/Sports:** Soccer, Open Gym, Yoga, CORE, Kids Out in the Rain, Basketball, Floor Hockey, Rock Climbing, Swimming, Canoeing, Taekwondo
  - ✓ **Social/Emotional/Mentoring/Life Skills:** Big Buddies, Friendship Group, Go Girls, Kids in the Kitchen, Stay in Focus, Kids Club, Keeping Cool for Boys, Nobody's Perfect, Teen Big Buddies, Pre-Teen Club, Between Generations
  - ✓ **Arts/Music:** Multi-Media, Clay, Drawing, Photography, Paint Club, Bhangra Dancing, Break Dancing, Hip Hop, Paint & Sketch, Cartooning, Choir, Rock IT
  - ✓ **Nutrition/Health:** Gardening Club, Breakfast Club, Kids in the Kitchen, After School Snack Attack, Meals Around the World, Wellness Series, Iron Chef, Global Snacks, Muffins & Cookies, Numbers & Nibbles, Super Snacks & Sports, Cooks & Books, First Aid
  - ✓ **Leadership:** Run & Read, Babysitting, Environmental Stewardship, Scores in Action, Junior Coach
  - ✓ **Creative:** MindBlown, Lego, Cooking & Crafts, Tech Toys, Mad Science, Science Discoveries, Nature Club, Learn to Sew, Brickology, Games Galore, Beanie Babies, Knitting Club, Tinker, BLAST, Stoney Creek Rangers, Game On, Aboriginal Program, Hang Time, Run & Read, Rock IT, Friendship Club

## **2.0 POLICY**

The Community School Grant aligns with the Corporate Strategic Plan by:

### **A Connected Community**

- Enhance social connections throughout Burnaby
- Work collaboratively with educational institutions

### **An Inclusive Community**

- Ensure City services fully meet the needs of our dynamic community
- Provide opportunities that encourage and welcome all community members and procreate a sense of belonging

### **A Healthy Community**

- Encourage opportunities for healthy living and well-being
- Improve upon and develop programs and services that enable ongoing learning

### **A Dynamic Community**

- Manage change by balancing economic development with environmental protection and maintaining a sense of belonging

### **A Thriving Organization**

- Ensure that our core values are reflected in our policies, programs and service delivery

## **3.0 BACKGROUND**

The District Community School Advisory and Coordinating Committee (DCSACC) provides guidance and direction to the Community School program. Committee members are parent representatives from each community school, one School Trustee, one Commission member, one Council member and one member at large. At its meeting of 2019 April 25, the DCSACC approved the 2019/2020 Community School budget. As has been the practice for many years, the Committee requests the School District and the City of Burnaby provide the funds for the continued operation of the eight Community Schools for the 2019-2020 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 \$12,561.00 increase to overall base contribution levels from the City to address projected increases for employee benefits for 2019/2020. The School District will be correspondingly increasing its contribution by \$19,647.00. This funding is distributed equally to each school and covers the core requirements. All community schools supplement their community education programs

To: Parks, Recreation & Culture Commission  
From: Director Parks, Recreation & Cultural Services  
Re: 2019/2020 Community School Grant

.....Page 4

and neighbourhood activities through a variety of fund raising activities, grants, donations and sponsorships.

#### **4.0 RECOMMENDATION**

It is recommended that approval be given for the expenditure of \$496,799.00 as the city's share of the funds to operate Burnaby's Community schools. The funds are included in the City's Annual Budget. It is further recommended that the Parks, Recreation and Culture Commission recommend that Council authorize the execution of an agreement with the Burnaby School District #41 for the support and operation of eight Community Schools (Byrne Creek, Edmonds, Gilmore, Lochdale, Maywood, Second Street, Stride, Stoney Creek and Stride Avenue) and that a copy of this report be forwarded to the Burnaby Board of Education for their information.



Dave Ellenwood  
DIRECTOR PARKS, RECREATION & CULTURAL SERVICES

RJ:km  
Attachment

cc: Director Planning and Building  
City Solicitor



**RECEIVED**  
Parks, Recreation & Cultural Services

Attachment # 1  
Page 1 of 3

**MAY 02 2019**

Refer To	Initials
DE	✓
EB	

April 29, 2019

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

**Re: 2019-20 Budget for Community Schools**

Dear Mr. Ellenwood,

At its April 25, 2019 meeting, the District Community School Advisory and Coordinating Committee (DCSACC) approved the following recommendation:

THAT the proposed 2019-20 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 2019/2020 school year.

Please consider this letter as the formal request to include in the City's operating budget, the sum of \$496,799 as its share of the funds required to support Burnaby's Community School Program for the 2019-20 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 2019/2020 budget, process and guiding principles.

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

Sincerely,

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

Wanda Mitchell  
Assistant Superintendent

WM/dja

encl.

- c: Robin Juergensen, City of Burnaby Recreation Services Manager    Margaret Manifold, City of Burnaby Senior Planner  
James Wang, City of Burnaby Councillor    Gary Wong, Board of Education Chair  
Claire Preston, Parks, Recreation & Cultural Commissioner    Sheri Brattston, Burnaby School District

## 2019/2020 COMMUNITY SCHOOL OPERATING BUDGET INFORMATION

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.

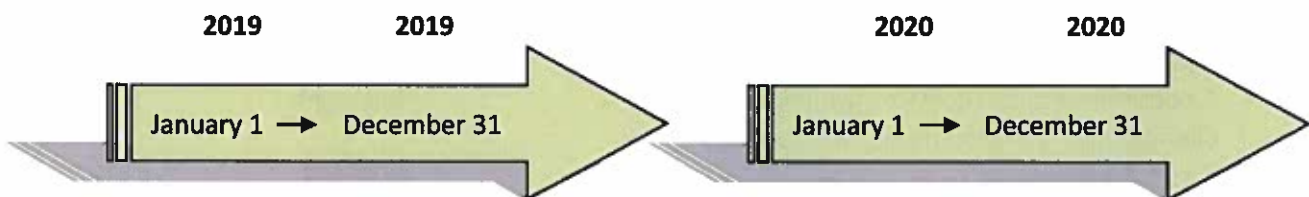
The community school budget merges the school district financial year (school year July 1 – June 30) with the city calendar year (January 1 – December 31) to produce an 18 month budget cycle. It is further complicated by the provincial government's budget year (April 1 – March 31). The budget that is being proposed is for the 2019-20 school year (July 1, 2019 to June 30, 2020).

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

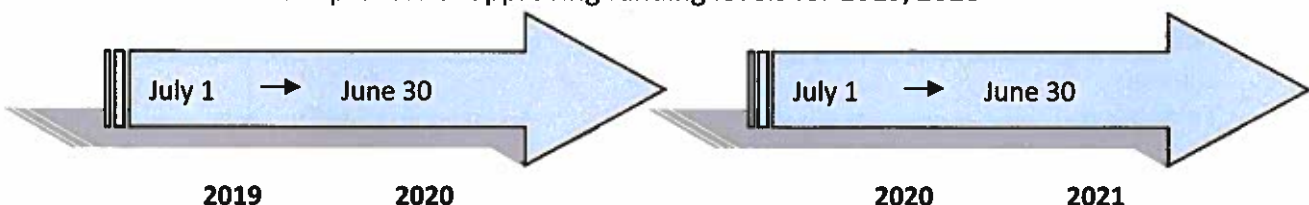


City provided funding

City in process of approving funding levels



School district in process of approving funding levels for 2019/2020



### 2019-20 Budget Preparation Guiding Principles

- Budget includes provision for a \$32,188 increase to overall base contribution levels from the City and School District to address projected increases for employee wages and benefits for 2019-20
- 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 2019-20
- Requests the City increase its contribution by \$12,561 from \$484,238 to \$496,799 to cover its share of the overall cost of providing the existing community schools program in 2019-20
- Requests the School District increase its contribution by \$19,647 from \$764,938 to \$784,585 to cover its share of the overall cost of providing the existing community schools program in 2019-20

### PROPOSED OPERATING BUDGET FOR EIGHT COMMUNITY SCHOOLS JULY 1, 2019 – JUNE 30, 2020

	Approved 2018-19 Operations (8 Schools)	Proposed 2019-20 Operations (8 schools)
<b>REVENUE</b>		
City of Burnaby	484,238	496,799
School District (from School District Funding Sources)	764,938	784,585
	<b><u>1,249,175</u></b>	<b><u>1,281,384</u></b>
<b>EXPENDITURES</b>		
Coordinators and Staff Program Assistants	940,498	971,153
Clerical and Custodial Support Services		
Employee Benefits	231,677	235,731
	<b><u>1,172,175</u></b>	<b><u>1,206,884</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	12,000
Training Development	6,000	6,000
Mileage	6,000	6,000
Telephone	6,000	2,500
	<b><u>77,000</u></b>	<b><u>74,500</u></b>
<b>TOTAL</b>	<b><u>1,249,175</u></b>	<b><u>1,281,384</u></b>