

January 18, 2021

RECEIVED
Parks, Recreation & Cultural Services

JAN 18 2021 SAM

Ms. Kathryn Matts
Commission Secretary
Parks, Recreation and Cultural Services Commission
City of Burnaby
101 – 4946 Canada Way
Burnaby, BC V5G 4H7

Refer To	Initials
Kathryn M.	DC

Application for 2021 Playground Development Grant – Buckingham Elementary School

Dear Ms. Matts:

Buckingham Elementary School's Parent Advisory Committee (PAC) is requesting your consideration for a Playground Development Grant from the 2021 Annual Operating Budget in order to assist with the installation of our new Outdoor Learning Space.

The new Outdoor Learning Space will consist of a circle of ten river rock benches. The new space will provide an area for teachers to use in a variety of ways to increase outdoor learning opportunities for the whole student population. The new space will also provide an alternate location for play and physical activities.



Example of proposed stone circle

The rock circle will be designed to accommodate a full class of students, with Covid restrictions lifted. During Covid restrictions a smaller number of students can be accommodated, spaced appropriately.

Note:

Item 1 of the Director's Report refers to this correspondence.

A location for the stone circle has been identified near the front entrance of the school. This area is flat and large enough to accommodate the circle. The front entrance location is accessible from Buckingham Avenue and will be available to the community at large during non-school hours.



Proposed location of new Outdoor Learning Space

The following costs are associated with the project:

Proposed Costs of Outdoor Learning Space:

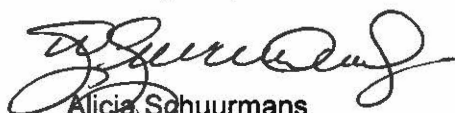
Rock Benches (10)	\$7,840.00
<u>Installation and Other Costs:</u>	<u>\$1,500.00</u>
Total:	\$9,340.00


Assistance will be provided by the Burnaby School District Maintenance team to offload and place the rock benches. The rock benches have been purchased and are due to be delivered at the end of Q1 2021 (refer to attached quotation for details).

A Development Grant of **\$4,000.00** is requested to help with the financial cost of the project. Fundraising by the parent community was successfully completed in December, 2020 in order to raise sufficient funds to complete the project, funds from the Development Grant will be matched by the PAC.

The Staff and Students of Buckingham Elementary are excited about the installation of this Outdoor Learning Space. We welcome input from Burnaby Parks, Recreation & Cultural Services staff as we move forward with finalization of the design. If you would like more information, we can be contacted at buckinghampac.sd41@gmail.com.

Kind regards,


Alicia Schuurmans
PAC President


Louise Woodruff
PAC Treasurer



January 13, 2021

Ms. Kathryn Matts
Commission Secretary
Parks, Recreation and Cultural Services Commission
City of Burnaby
101 – 4946 Canada Way
Burnaby, BC V5G 4H7

Dear Ms. Matts:

The Burnaby Board of Education is pleased to support the application by Buckingham Elementary School for a Playground Development Grant for an Outdoor Learning Space.

The Buckingham Parent Advisory Council is asking for \$4,000 and will match this amount to cover the estimated cost of \$7,364.00. The district hereby undertakes to prepare and install the outdoor learning space which involves the placement of large rocks in a circle on the school grounds to create an outdoor classroom.

Thank you for considering the application by the Buckingham Parent Advisory Council.

Yours truly,

A handwritten signature in black ink, appearing to be "Russell A. Horswill", written over a light blue circular stamp.

Russell A. Horswill, DBA
Secretary Treasurer

copy: Chris McAuley, Assistant Director of Facilities Services

21-01-13/RH/CM

NORTHWEST LANDSCAPE SUPPLY LTD.**CDN****Quote**

5883 Byrne Road
Burnaby BC V5J 3J1
Ph. (604) 435-4842 Fax (604) 436-9443

Q000007283**Date** January 11, 2021**Customer** BURNSD

Bill To: Burnaby School District 41
5325 Kincaid Street
Burnaby BC V5G 1W2

Ship To: Buckingham Elementary School
6066 Buckingham Ave.
Attn: Louise Woodruff
Ph: 604-298-8981
louise.woodruff@live.ca
Burnaby BC

Ph. (604) 664-8434

PO Number	F.O.B.	Salesperson	Quote Date	Quote Number	
	F.O.B. value	BBY Robert Stewart	January 11,2021	Q000007283	
Ship Via		Payment Terms	Reference		
Best way		Net 30 days			
Part Number	Description	Ordered	Tax	Unit Price	Extended Price
RRBBL	<p>PLEASE NOTE: THIS IS A REVISED QUOTE, SHOWING NEW ADJUSTED PRICING EFFECTIVE JAN 11, 2021</p> <p>Bench River Rock Block Large 4'-5'</p> <p>Please work with Ben LeClerc from Burnaby School District Yard Maintenance. He can supply you with invaluable information on accessibility, ground prep, placement, drainage, etc., and will coordinate delivery to your school.</p> <p>Delivery will be approx. three months from date of order received.</p>	10	GP	700.00	7,000.00