

**PARKS, RECREATION AND CULTURE COMMISSION**

*HIS WORSHIP, THE MAYOR  
AND COUNCILLORS*

**SUBJECT: 2022/2023 COMMUNITY SCHOOL GRANT**

**RECOMMENDATIONS:**

1. THAT Council approve the expenditure of \$538,897 as the City of Burnaby's share of the operating funds for the 2021/2022 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 (Byrne Creek, Edmonds, Gilmore, Lochdale, Maywood, Second Street, Stoney Creek and Stride Avenue).
3. THAT a copy of this report be forwarded to the Burnaby Board of Education for their information.

**REPORT**

The Parks, Recreation and Culture Commission, at its Open meeting held on 2022 June 14, received and adopted the attached report requesting approval of the expenditure of \$538,897 as the City of Burnaby's share of the operating funds for the 2021/2022 Community School Program and authorization of an agreement with the Burnaby School District # 41 for the support and operation of eight Community Schools.

Respectfully submitted,

Councillor S. Dhaliwal  
Chair

Copied to: Chief Administrative Officer Acting CFO GM Corporate Services GM Parks, Recreation and Cultural Services GM Public Safety and Community Services GM Planning and Building City Solicitor
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Commissioner R. Kent  
Deputy Chair



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COMMISSION REPORT

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

**DATE:** 2022 JUNE 7

**FROM:** GENERAL MANAGER  
PARKS, RECREATION AND CULTURAL  
SERVICES

**FILE:** 9100-20

**SUBJECT:** 2022/2023 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 \$538,897 as the City of Burnaby's share of the operating funds for the 2021/2022 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, 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 members into the facilities throughout the day for programs, events, resources, and as places to gather and build social connections. They provide an additional layer of recreation and community services to the citizens of Burnaby in a warm, inviting and encouraging environment.

## **2.0 POLICY**

The Community School Grant aligns with the City's Social Sustainability Strategy. Involvement in this program assists in the creation of a sense of belonging, and neighbourhoods. This is an example of the City working together with the Burnaby school district for the provision of programs that benefit school children in Burnaby. These programs embrace diversity, participation, learning and exercise.

## **3.0 BACKGROUND**

The work of the Community Schools is guided by the District Community School Advisory and Coordinating Committee (DCSACC). Committee members are parent representatives from each community school, one School Trustee, one Commission member, one Council member and one member at large, with the support of City and School District staff. As has been the practice for over 40 years, DCSACC requests the School District and the City of Burnaby provide the funds for the continued operation of the eight Community Schools for the 2022/2023 school year. Examples of the programs provided by the Community schools are below:

### **Early Learning**

- In person and/or outdoor programs at all StrongStart locations; Virtual Circle Times featuring early learning community partners as guest speakers.
- Learning Together on My Way to Kindergarten providing opportunities to welcome new kindergarten students and their families in multiple formats.
- Childcare programs continued to expand providing new spaces in schools and on school grounds.

### **Out of School Time Programs**

- Out of school time programs were offered at 11 sites with a variety of community organizations including Burnaby More Sports, Burnaby Neighborhood House, Canada Scores, Big Brothers and Sisters of Greater Vancouver, Awesome Escape Rooms, Rhythm Resource, Sprouting Chefs, Cameray Family Services.
- Summer programs will be offered at 7 community schools during July and August 2022, serving over 700 students.

### **Family & Community Support**

- Food security; Non-perishable food procurement and home delivery was provided to families in need and/or in isolation as a result of COVID-19; Backpack Buddies, outdoor breakfast programs, snack distribution, emergency lunches continued with the support of Burnaby Neighborhood House, Burnaby Helping Families in Need, churches, Tzi Chi Foundation, Burnaby Children's Fund, BASES and the local fire department.

To: Parks, Recreation & Culture Commission  
From: General Manager Parks, Recreation & Cultural Services  
Re: 2022/2023 Community School Grant

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- Coordinators continue to work with all school Principals to help connect families to services and supports (mental wellness, health supports, Covid-19 resources); Frequent wellness visits and calls occurred to check in on vulnerable families.
- Weekly newsletters, Tweets, regular website updates and CommuniTEA Times supported communication and engagement of families.
- Intentional Acts of Kindness – Sunshine Notes Project (notes exchanged students and seniors); Wall of Kindness at Lougheed Mall and community chalk messages of love.

A letter from the Burnaby School District #41 (Attachment #1) outlines the Community Schools' operating budget and funding sources for the upcoming year. This budget is an \$10,668 increase (2%) to overall base contribution levels from the City to address increases of employee wages and benefits for 2022/2023. The School District will also be increasing its contribution by 2%. This funding is distributed equally to each school to help cover their core requirements. All Community Schools supplement their community education programs and neighbourhood support 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 \$538,897 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 Commission recommend Council authorize staff to execute an agreement with School District #41 for the support and operation of the eight noted Community Schools, and that a copy of this report be provided to the Burnaby Board of Education.



Dave Ellenwood  
GENERAL MANAGER PARKS, RECREATION AND CULTURAL SERVICES

EB:tc

Attachment

2022 2023 Community School Grant

Copied to: Chief Administration Officer  
Deputy CAO/CFO  
City Solicitor  
General Manager Corporate Services  
General Manager Planning and Development



May 3, 2022

MAY 05 2022

To	Initials
	DE ✓ EB ✓

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

**Re: 2022-23 Budget for Community Schools**

Dear Mr. Ellenwood,

At its April 29, 2022 meeting, the District Community School Advisory and Coordinating Committee (DCSACC) approved the following recommendation:

THAT the proposed 2022-23 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 2022/2023 school year.

Please consider this letter as the formal request to include in the City's operating budget, the sum of **\$538,897** as its share of the funds required to support Burnaby's Community School Program for the 2022-23 school year. This budget provides for wage increases for CUPE, teachers, and a benefits increase for both.

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 2022/2023 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/md

encl.

c: Kerry Teves, City of Burnaby Recreation Services Manager  
James Wang, City of Burnaby Councillor  
Claire Preston, Parks, Recreation & Cultural Commissioner

Margaret Manifold, City of Burnaby Senior Planner  
Jen Mezei, Board of Education Chair  
Sheri Brattston, Burnaby School District



**2022/2023 COMMUNITY SCHOOL  
OPERATING BUDGET INFORMATION**

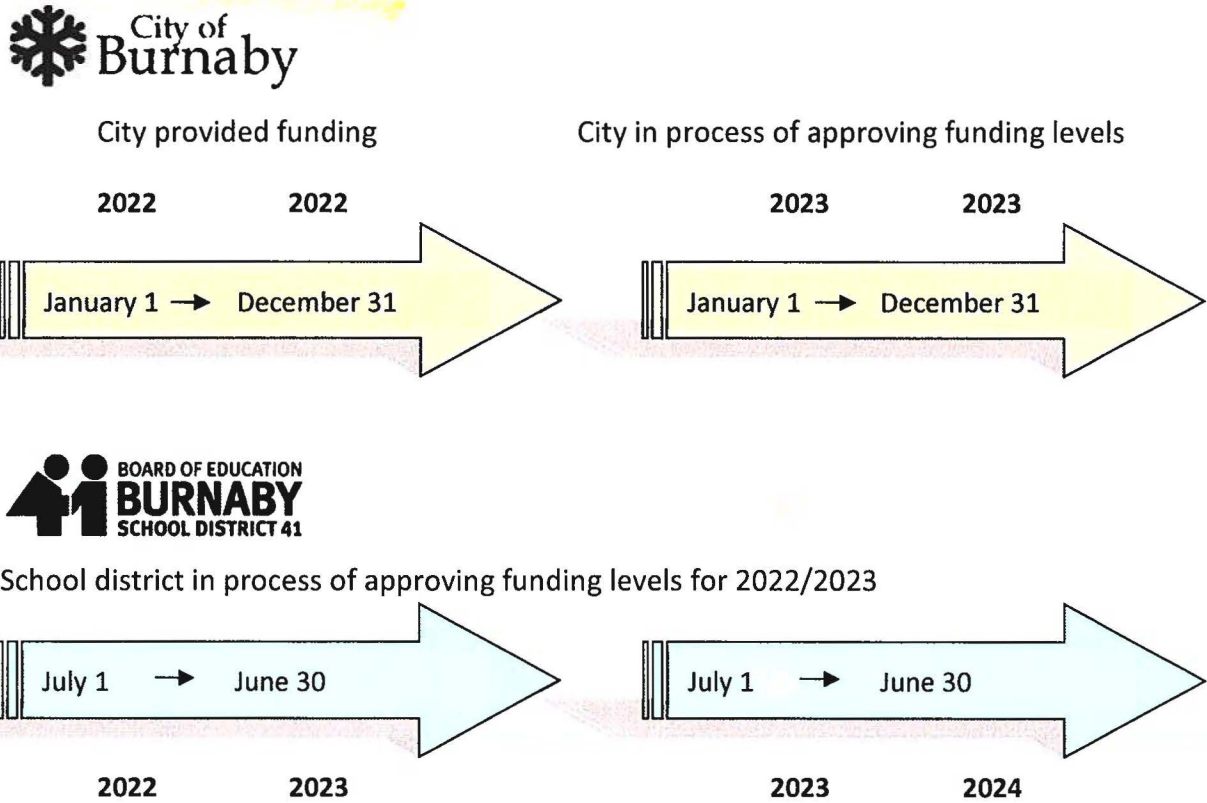
The community school program in Burnaby is supported by an integrated funding model involving the school district, City of Burnaby, provincial government, organizations and community residents.

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 (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 2022-23 school year (July 1, 2022 to June 30, 2023).

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



**2022-23 Budget Preparation Guiding Principles**

- Budget includes a \$27,505 increase to overall base contribution levels from the City and School District
- 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 2022-23
- Requests the City increase its contribution by \$10,668 from \$528,229 to \$538,897 to cover its share of the overall cost of providing the existing community schools program in 2022-23
- Requests the School District increase its contribution by \$16,837 from \$833,745 to \$850,582 to cover its share of the overall cost of providing the existing community schools program in 2022-23

**PROPOSED OPERATING BUDGET FOR EIGHT COMMUNITY SCHOOLS  
JULY 1, 2022 – JUNE 30, 2023**

	<b>Approved 2021-22 Operations (8 Schools)</b>	<b>Proposed 2022-23 Operations (8 schools)</b>
<b>REVENUE</b>		
City of Burnaby	528,229	538,897
School District (from School District Funding Sources)	833,745	850,582
	<b><u>1,361,974</u></b>	<b><u>1,389,479</u></b>
<b>EXPENDITURES</b>		
Coordinators & Staff Program Assistants	1,045,814	1,068,488
Clerical & Custodial Support Services		
Employee Benefits	241,658	246,491
	<b><u>1,287,472</u></b>	<b><u>1,314,979</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	12,000	12,000
Training Development	6,000	6,000
Mileage	6,000	6,000
Telephone	2,500	2,500
	<b><u>74,500</u></b>	<b><u>74,500</u></b>
<b>TOTAL</b>	<b><u>1,361,972</u></b>	<b><u>1,389,479</u></b>