BOARD OF EDUCATION

Operations Update
June 11, 2019

Capital Projects, Operations and Planning

Lord Tweedsmuir Elementary

The Lord Tweedsmuir seismic project is on schedule. Unitech has started the demolition of rooms 108, 111, 206 and 207, and have completed all seismic connections and shear walls. The new sub-flooring has been started and the new air handlers with ducting have also started. Unitech has started on the MDF sheeting of the walls and dry walling of the ceilings. Rooms 109, 203, 204 and Resource Room are completed with new flooring, cabinets, lighting and T-Bar drop ceiling. The students have been moved back into these classrooms. Unitech has poured the slab and footings for the new elevator and the elevator shaft has been built. The framing of the elevator corridors and roofs have started. Unitech has completed all of the crawl space with shear walls and strapping and also poured all the footings. Unitech is ahead of schedule all classrooms anticipated to be ready for September start-up.

All Other Projects

New Westminster Secondary School

The Operations team has connected with school staff to begin planning for the 2020 move to the new building. Plans to date include placement of bins on site during June/July 2019 to begin purging unwanted or surplus items for recycling and landfill, as well as discussions for decommissioning the auto shop and redeploying equipment to other school districts if interested. This decommissioning is a potential revenue generator, with the intent of any potential revenue being targeted to the furniture and equipment budget for the new school.

Herbert Spencer Elementary

Other summer maintenance plans include fire & i ntrusion ala rm replacement and touch pads at all school sites , fire s afety plans updated at all sites , replacement 0f ABC fire extinguishers , and air duct cleaning at Herbert Spencer El ementary & Queensborough Middle Schools. All funding to come from AFG.

Staff continue s to work on planning for future projects.

Cleanliness Review recommendations are being implemented. To date the $20,000 surplus funded equipment has been sourced and will be ordered for summer delivery , and the handbook is scheduled to be completed by end of August.

Ministry & Other Submissions: January to June 6, 2019

Submitted to:	Description	Date
Ministry of Education	February 2019 1701 Data	February 22, 2019
Ministry of Education	Quarterly Consolidated Financial Statement (GRE)	April 10, 2019
Office of the Auditor General	Audit Procedures) Summary Financial Statements	April 30 , 2019
Ministry of Education		

The more payments schools can take on - line, the less cash kept and recorded in the school reducing room for error and incidence of loss and fraud. On - line payments also provide functionality and convenience for parents and streamlines work for clerical staff.

Internal School Account Audits

Prior to 18/19, SD40 contracted Burnaby school district to perform SD40 school account audits. For 18/19 and subsequent years, SD40 has brought internal school audits to be performed by Board Office Finance Staff. To date the following schools have been audited:

- New Westminster Secondary: 2 interim
- Qayqayt Elementary
- Connaught Elementary
- Tweedsmuir Element ary

Upcoming audits:

- Howay Elementary

During the internal audit, fees, cashflows, receipting, and payment approvals are reviewed for compliance to the School Account Handbook. Recommendations for improvements are made and expected to be implemented by the next audit.

Audit results to date have been excellent with recommendations only on minor items.