

Long Range Facilities Plan





Executive Summary

Project Scope and Methodology

The intent of a Long Range Facilities Plan is to provide a strategic framework and direction for the District's annual review of its Five Year Capital Plan and proposed capital projects.

The development of this Long Range Facilities Plan includes: enrolment, capacity and utilization analysis; facility condition assessment analysis; seismically mitigation analysis; a review of educational changes that impact facilities; facilities renewal; and recommendations.

Conclusions

Establishing educational and operational objectives, as a strategic framework, enables the District to list, evaluate, and prioritize facilities needs and potential capital projects in a systemic decision making framework. Five (5) broad Educational and Operational Objectives are recommended.

School District No 64 (Gulf Islands) offers different grade configurations in different schools, as well as a variety of programs. Educational programs have evolved and changed over time. These changes are supported by the Board's strategic planning goals and commitment to the community, and are responsive to the modernization of curriculum and assessment practices. It can be anticipated that evolving educational programs and paradigms may warrant consideration in the future.

School District No. 64 (Gulf Islands) has no plans to change the grade configurations in any schools or to modify current educational program distribution.

School District No. 64 (Gulf Islands) schools are in good condition. Buildings and their components need to be maintained on a scheduled basis. It can also be anticipated that building systems will need to be renewed and / or replaced as they age.

The aging building systems need to be monitored on a regular basis, and where warranted, determine whether the building component may meet the Ministry of Education's criteria for capital funding renewal and /or replacement.

School District No. 64 (Gulf Islands) has a number of partnerships with community organizations that offer mutually beneficial programs and services.



School District No. 64 (Gulf Islands) operates its schools in a financially sustainable model. Future potential educational programs, demographics and / or funding source changes may necessitate reevaluation of the current operating model.

Summary of Recommendations

The Long Range Facilities Plan recommendations are that School District No. 64 (Gulf Islands):

- *Create, maintain and enhance viable and quality programs in appropriate locations that support student ownership of learning, and are reflective of a sense of place in our diverse island communities;*
- *Maintain or create appropriately sized facilities that will accommodate changing enrolments and educational programs;*
- *Confirm that facilities are maintained in an adequate condition and that building systems are renewed as required.*
- *Facilitate and enable mutually beneficial community partnerships; and*
- *Ensure that the number, size and location of facilities are financially sustainable.*



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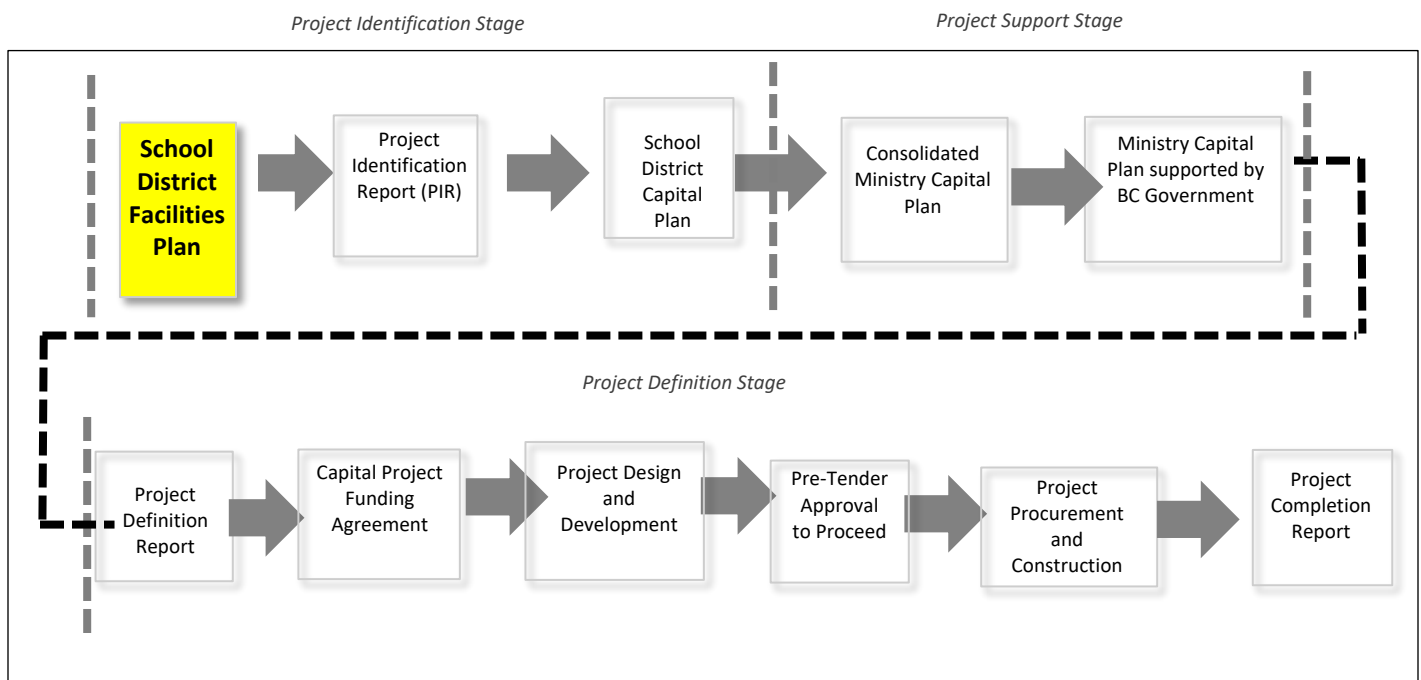


Chapter 1 – Background and Purpose

School District No. 64 (Gulf Islands) requires a Long Range Facilities Plan in order to support its Five Year Capital Plan application to the Ministry of Education.

The Ministry of Education has implemented a new planning and procurement process for Capital Plan submissions. Under the new process, Boards of Education must develop school district facilities plans that support capital projects being submitted to the Ministry for capital investment considerations. These facility plans must identify capital requirements for school expansion and consolidation, school replacement or upgrades on building condition, seismic vulnerability and ongoing maintenance / life-cycle costs; as well as any new government initiatives. Future capital plan submissions must comply fully with this new capital planning and procurement process. Therefore, the School District requires a comprehensive Long Range Facilities Plan that provides rationale for specific capital projects that may be proposed as part of the School District's Five-Year Capital Plan.

Ministry of Education Capital Plan Framework



Five Year Capital Plan

School districts are generally required to submit a Capital Plan to the BC Ministry of Education on an annual basis. Eligible capital projects include the provision of new and replacement buses, new school sites, new educational space required for enrolment growth, and the replacement or rehabilitation of existing school facilities that have reached the end of their economic and functional life.

Each capital request is analyzed and assigned a priority ranking by the School District and by the BC Ministry of Education. Based on detailed analysis of all provincial District submissions, the government establishes an overall provincial capital budget for schools. Resources are allocated to the highest-priority projects, and School Boards are advised which projects will be funded and may proceed.



Chapter 2 – Project Scope

The Scope of School District No. 64 (Gulf Islands) Long Range Facilities Plan includes:

Enrolment / Capacity / Utilization Analysis:

- Updating enrolment projections and operating capacity by school and by grade;
- Identifying significant anomalies between current and projected enrolment and existing operating capacity by school and by area;

Facility Condition Assessment Analysis:

- Reviewing and analyzing the Ministry of Education CAMS facility condition assessments by school.

Seismic Risk and Mitigation:

- Reviewing and analyzing the Ministry of Education seismic risk assessments by school and by block.

Planning Objectives:

- Developing Planning Objectives to evaluate options and to guide future capital planning.

Options and Recommendations:

- Creating options and recommendations.

Final Report

- Creating a Long Range Facilities Plan report to be authorized by the Board.



Chapter 3 – District Background

School District No. 64 (Gulf Islands) has approximately 1800 students in 12 schools.

School District No. 64 (Gulf Islands) – Facility Condition Assessments

The British Columbia Ministry of Education has initiated facility condition assessments of all British Columbia school facilities to determine the age and condition of school buildings and systems, and to determine what additional capital funding resources will be required.

Through recording of the building system data, and visual observations, an overall facility condition index (FCI) is developed for each building. The FCI is a comparative indicator of the relative condition of facilities. The FCI is expressed as a percentage, or ratio, of the cost of remedying maintenance deficiencies to the current replacement value. This calculation also provides a corresponding rule of thumb for the annual reinvestment rate (funding percentage) to prevent incremental deferred maintenance deficiencies.

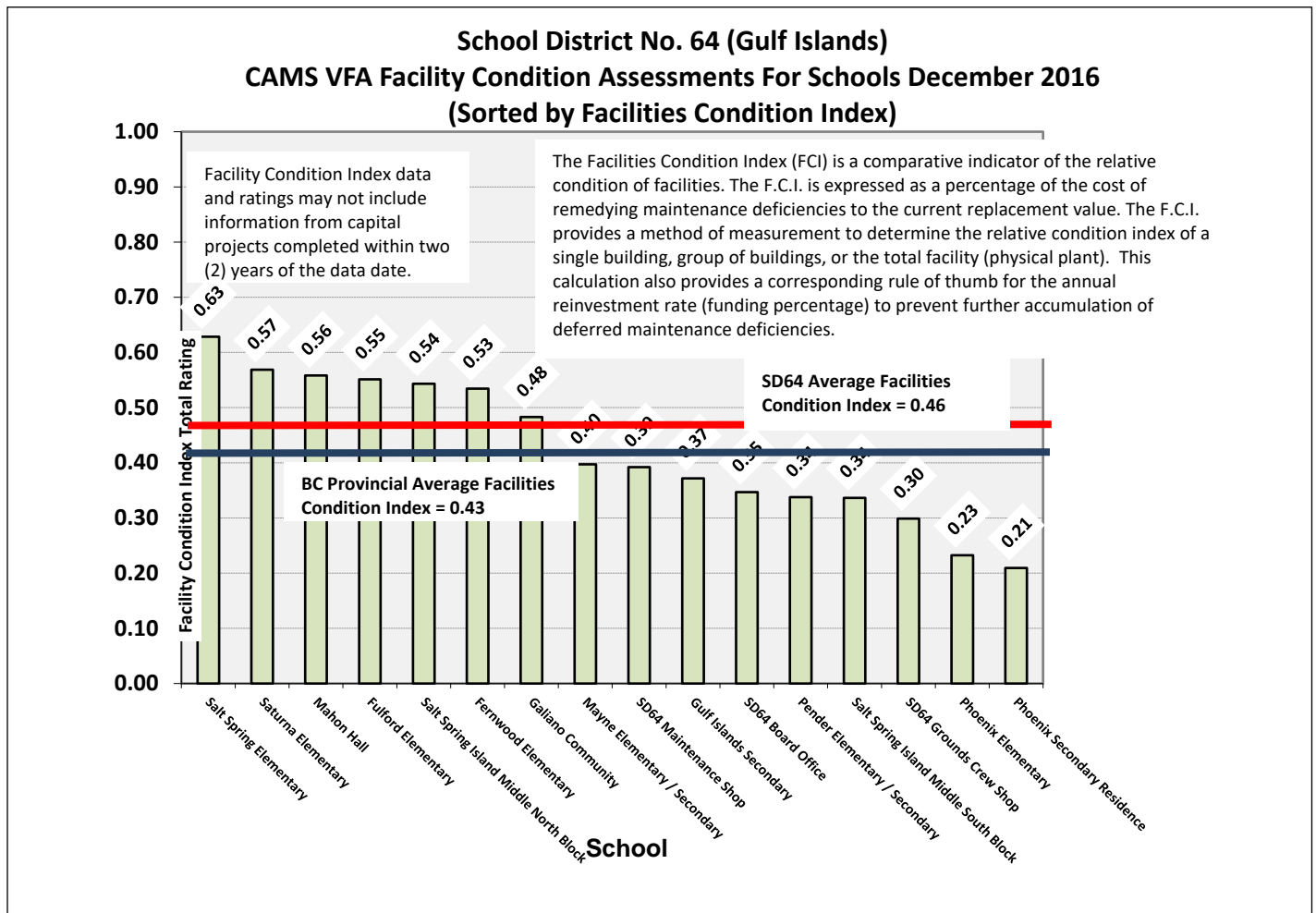
The Ministry of Education has indicated that a priority for capital funding allocations will be made to schools with higher facility condition index (FCI) scores and where it can be demonstrated that one or more building system components are in need of upgrading or replacement.





Relative to other school districts in the province, School District No. 64 (Gulf Islands), in general, have a facility condition index rating that is lower than the provincial average.

The following is a summary of the Ministry of Education CAMS facility condition assessments in the School District No. 64 (Gulf Islands) schools.





School District No. 64 (Gulf Islands) – Seismic Assessments

The British Columbia Ministry of Education has initiated a seismic mitigation and upgrade plan.

The Ministry of Education, in conjunction with the University of British Columbia and the Association of Professional Engineers and Geoscientists of British Columbia (APEGBC), has developed seismic risk ratings based on the risk of damage from earthquake to a building.

The risk rating categories are used for schools are illustrated below:

Rating	Definition
High 1 (H1)	Most vulnerable structure; at highest risk of widespread damage or structural failure; not repairable after event. Structural and non-structural seismic upgrades required.
High 2 (H2)	Vulnerable structure; at high risk of widespread damage or structural failure; likely not repairable after event. Structural and non-structural seismic upgrades required.
High 3 (H3)	Isolated failure to building elements such as walls are expected; building likely not repairable after event. Structural and non-structural seismic upgrades required.
Medium (M)	Isolated damage to building elements is expected; non-structural elements (such as bookshelves, lighting) are at risk of failure. Non-structural upgrades required. Building to be upgraded or replaced within the Capital Plan when it has reached the end of its useful life.
Low (L)	Least vulnerable structure. Would experience isolated damage and would probably be repairable after an event. Non-structural upgrades may be required.

The government is currently focused on providing capital funding for structurally upgrading schools that have a high risk rating (High 1, High 2 or High 3). The structural upgrade work will also correct any non-structural deficiencies of these high-risk locations.

One (1) School District No. 64 (Gulf Islands) school has been seismically mitigated as part of current Ministry of Education seismic program. The school is Salt Spring Island Middle.

There are no other schools that have been identified for seismically upgrading at this time.



Chapter 4 – Area Schools Assessments

School assessments include both historical and projected enrolments, building capacity and utilization. Schools are grouped together by geographical area.

The enrolment projections have been created using the Baragar DemoDynamics enrolment projection software, taking into consideration historical enrolments, local trends, and land use development information.

The current Ministry of Education CP-3 operating capacities have been used. Ministry of Education CP-3 operating capacities exclude portable classrooms that are at school sites. A list of current portable classrooms, by school, can be found in Appendix B (Current Portable Classrooms). Ministry of Education CP-3 operating capacities include space in schools that may currently be used for non-education purposes on a leased basis, including community groups (e.g. day cares, before and after school care, etc.). A list of current leased spaces, by school, can be found in Appendix C (Current Leased Spaces).

SALT SPRING ISLAND AREA SCHOOLS

The Salt Spring Island Area Schools include: Fernwood Elementary School, Fulford Elementary School, Phoenix Elementary School, Salt Spring Elementary School, Saltspring Middle School, and Gulf Islands Secondary School.

Five Year Capital Plan – Salt Spring Island Area Schools

School District No. 64 (Gulf Islands) requested major capital funding for the following schools in the September 2016 Five Year Capital Plan submission.

Carbon Neutral Capital Program (CNCP):

- Fulford Elementary – Heating and Ventilation Upgrades.

School Enhancement Program (SEP):

- Gulf Islands Secondary – Heating and Ventilation Upgrades.
- Fulford Elementary – Mechanical Upgrade.
- Fulford Elementary – Safety Enhancements.

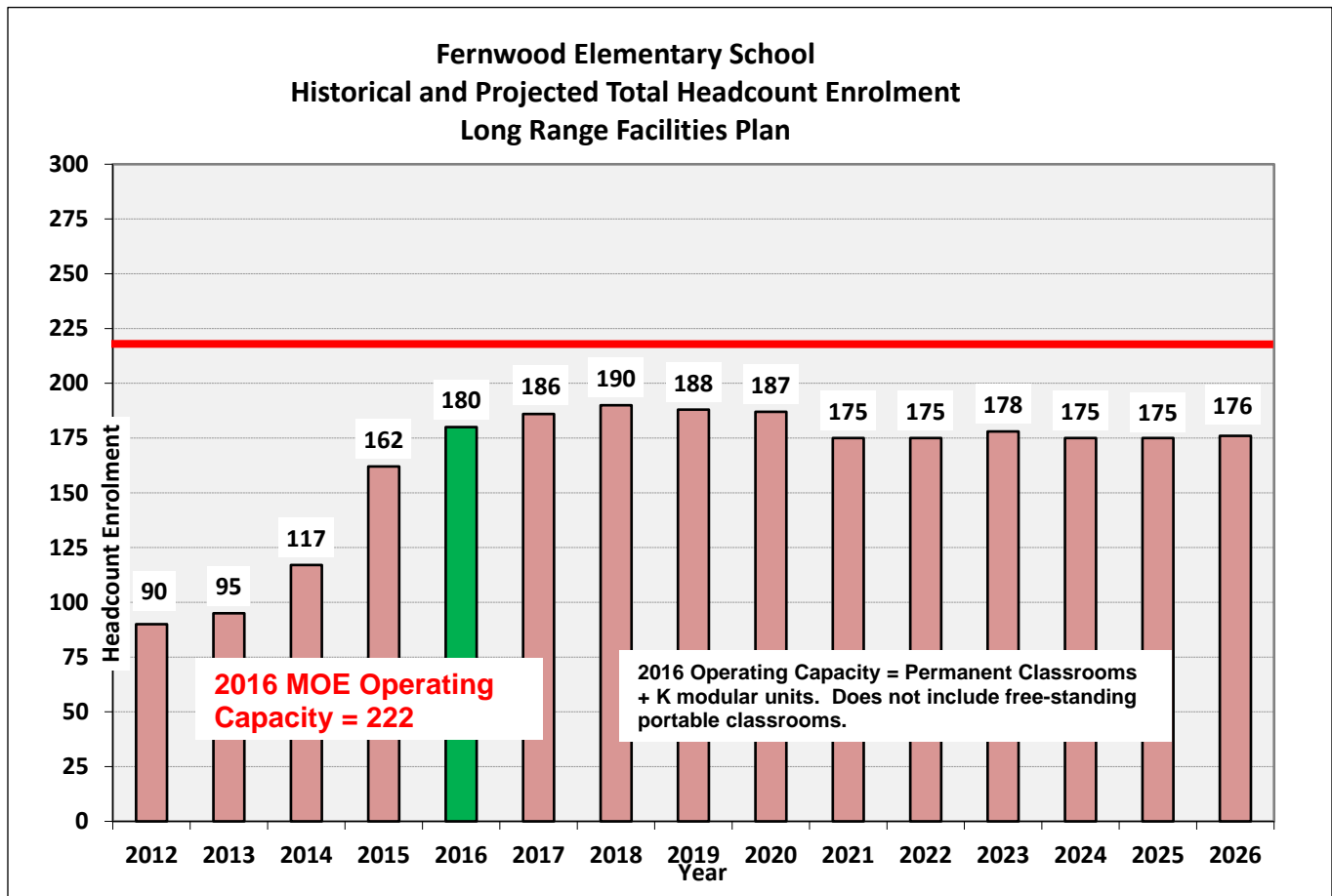
Capital funding approvals were received in March 2017 for Gulf Islands Secondary and Fulford Elementary.



Fernwood Elementary School – Enrolment Projections and Capacity Analysis

The chart below summarizes the Fernwood Elementary School enrolment projections and capacity. Fernwood Elementary School is a Kindergarten to grade 5 school. Fernwood Elementary School is currently under capacity.

The Fernwood Elementary School enrolment is projected to fluctuate in the 175 to 200 enrolment range over the next 10 years with a Ministry of Education 2016 operating capacity of 222 students.

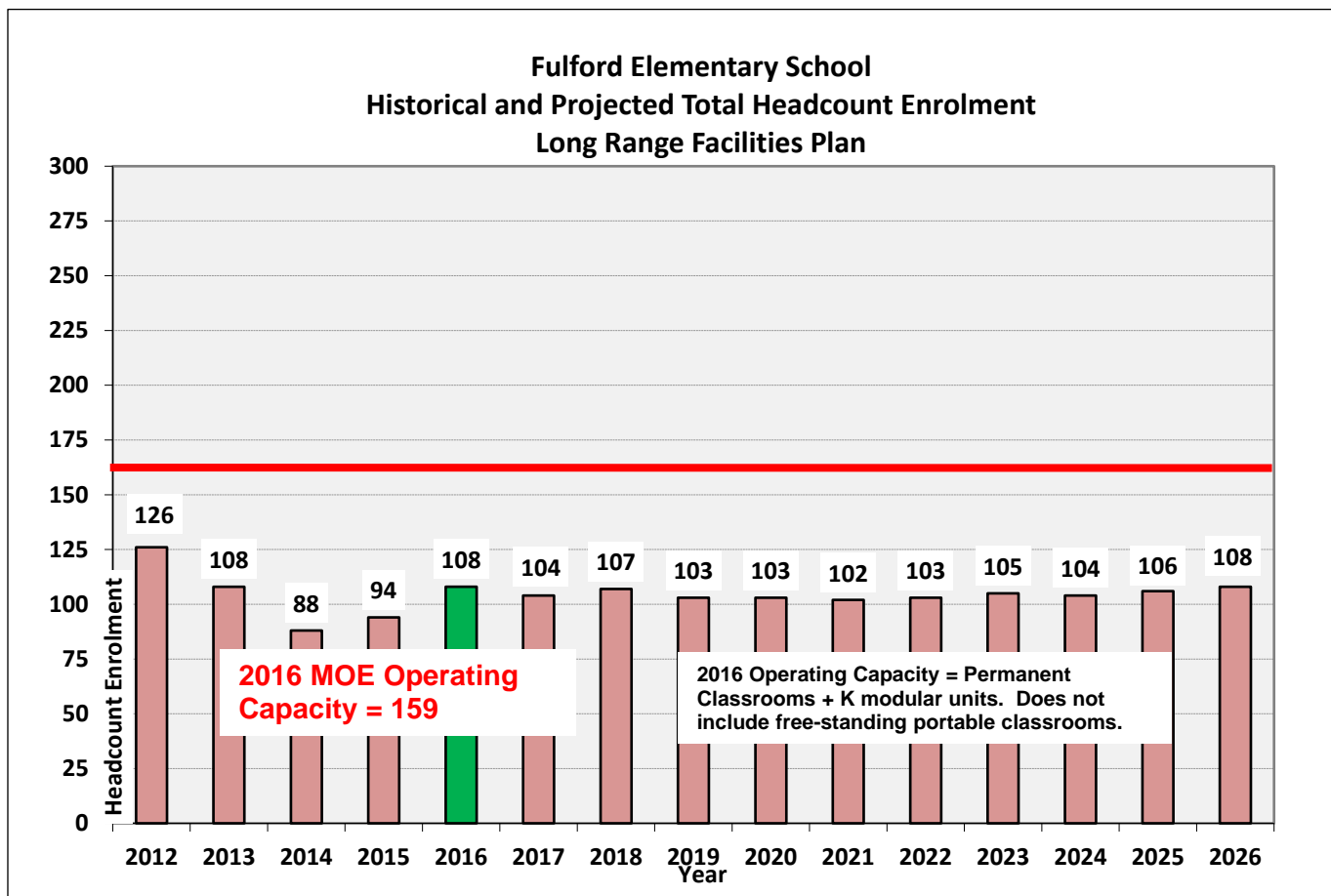




Fulford Elementary School – Enrolment Projections and Capacity Analysis

The chart below summarizes the Fulford Elementary School enrolment projections and capacity. Fernwood Elementary School is a Kindergarten to grade 5 school. Fulford Elementary School is currently under capacity.

The Fulford Elementary School enrolment is projected to fluctuate in the 100 to 125 enrolment range over the next 10 years with a Ministry of Education 2016 operating capacity of 159 students.

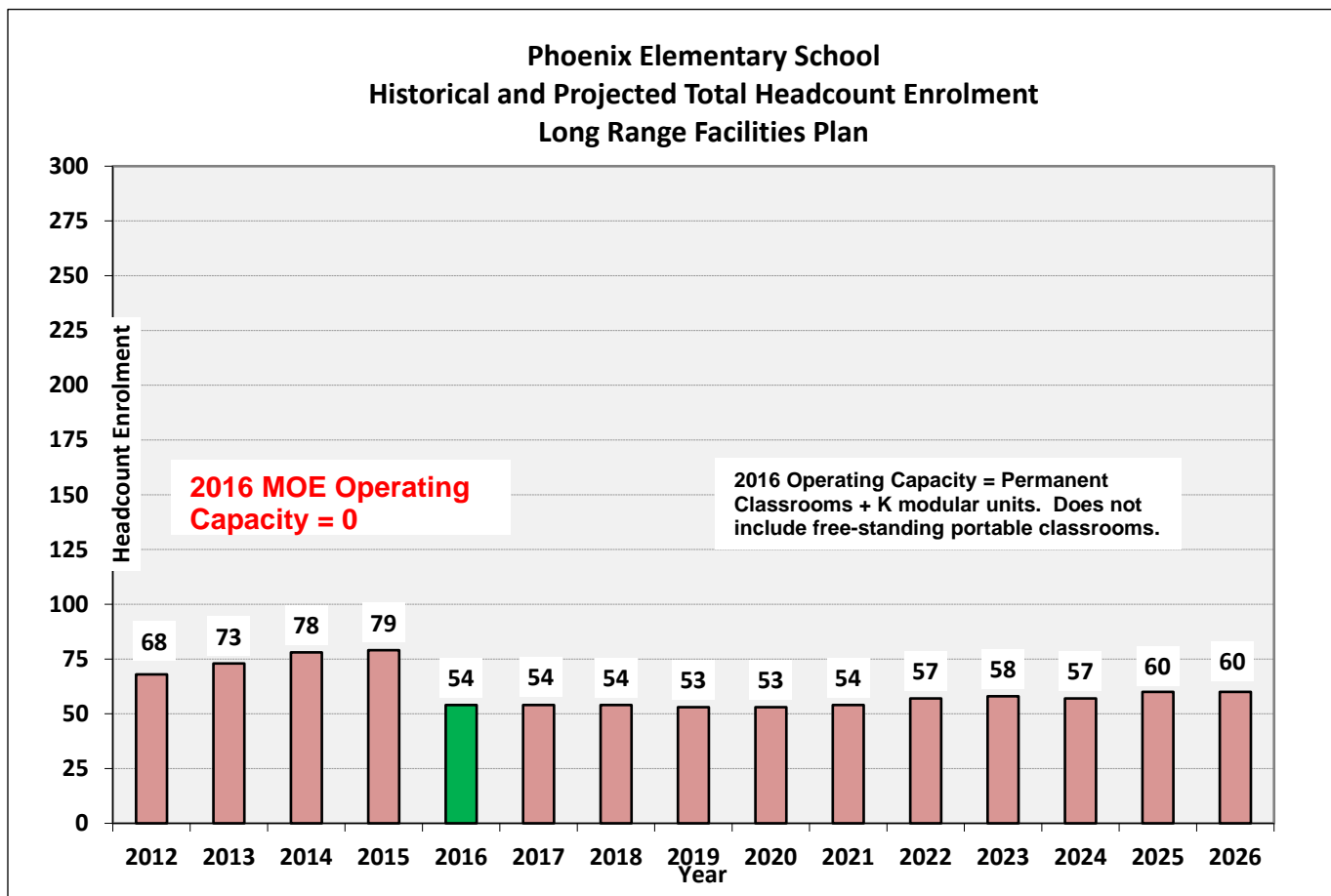




Phoenix Elementary School – Enrolment Projections and Capacity Analysis

The chart below summarizes the Phoenix Elementary School enrolment projections and capacity. Phoenix Elementary School is a Kindergarten to grade 5 school. Phoenix Elementary School is currently near capacity.

The Phoenix Elementary School enrolment is projected to fluctuate in the 50 to 60 enrolment range over the next 10 years with a Ministry of Education 2016 operating capacity.

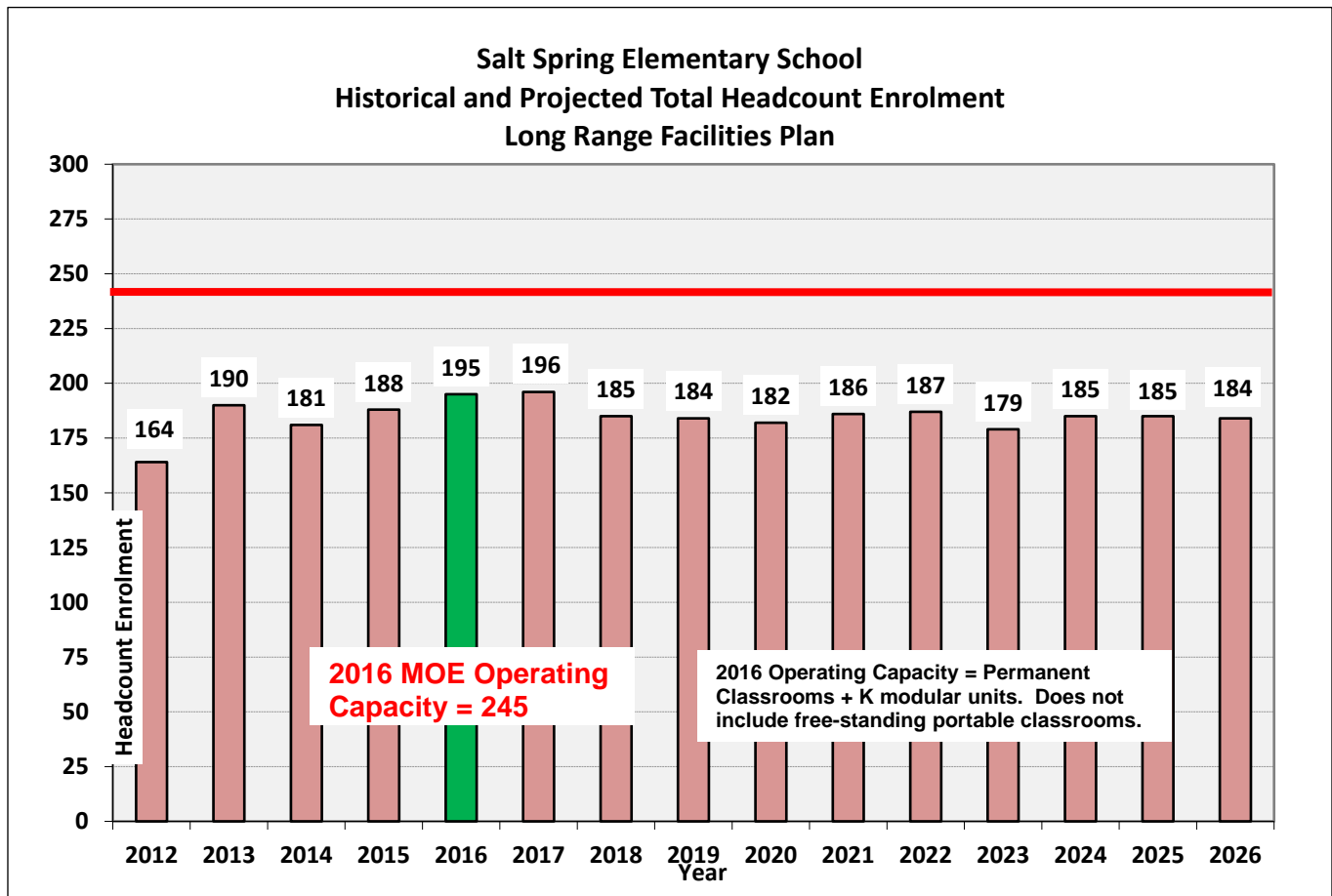




Salt Spring Elementary School – Enrolment Projections and Capacity Analysis

The chart below summarizes the Salt Spring Elementary School enrolment projections and capacity. Phoenix Elementary School is a Kindergarten to grade 5 school. Salt Spring Elementary School is currently under capacity.

The Salt Spring Elementary School enrolment is projected to fluctuate in the 175 to 200 enrolment range over the next 10 years with a Ministry of Education 2016 operating capacity of 245 students.

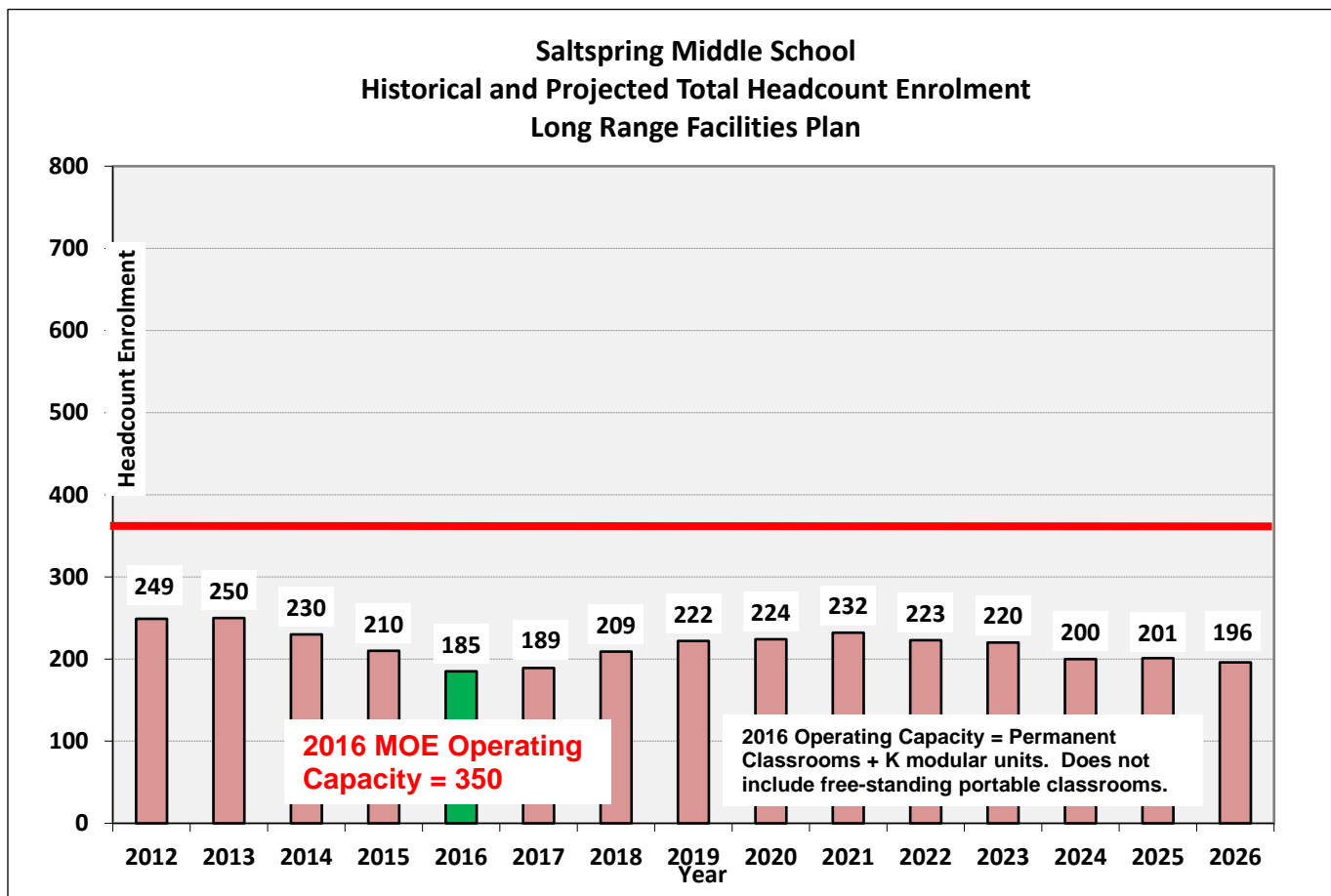




Saltspring Island Middle School – Enrolment Projections and Capacity Analysis

The chart below summarizes the Saltspring Island Middle School enrolment projections and capacity. Saltspring Island Middle School is a grades 6 to 8 school. Saltspring Island Middle School is currently under capacity.

The Saltspring Island Middle School enrolment is projected to fluctuate in the 175 to 250 enrolment range over the next 10 years with a Ministry of Education 2016 operating capacity of 350 students.

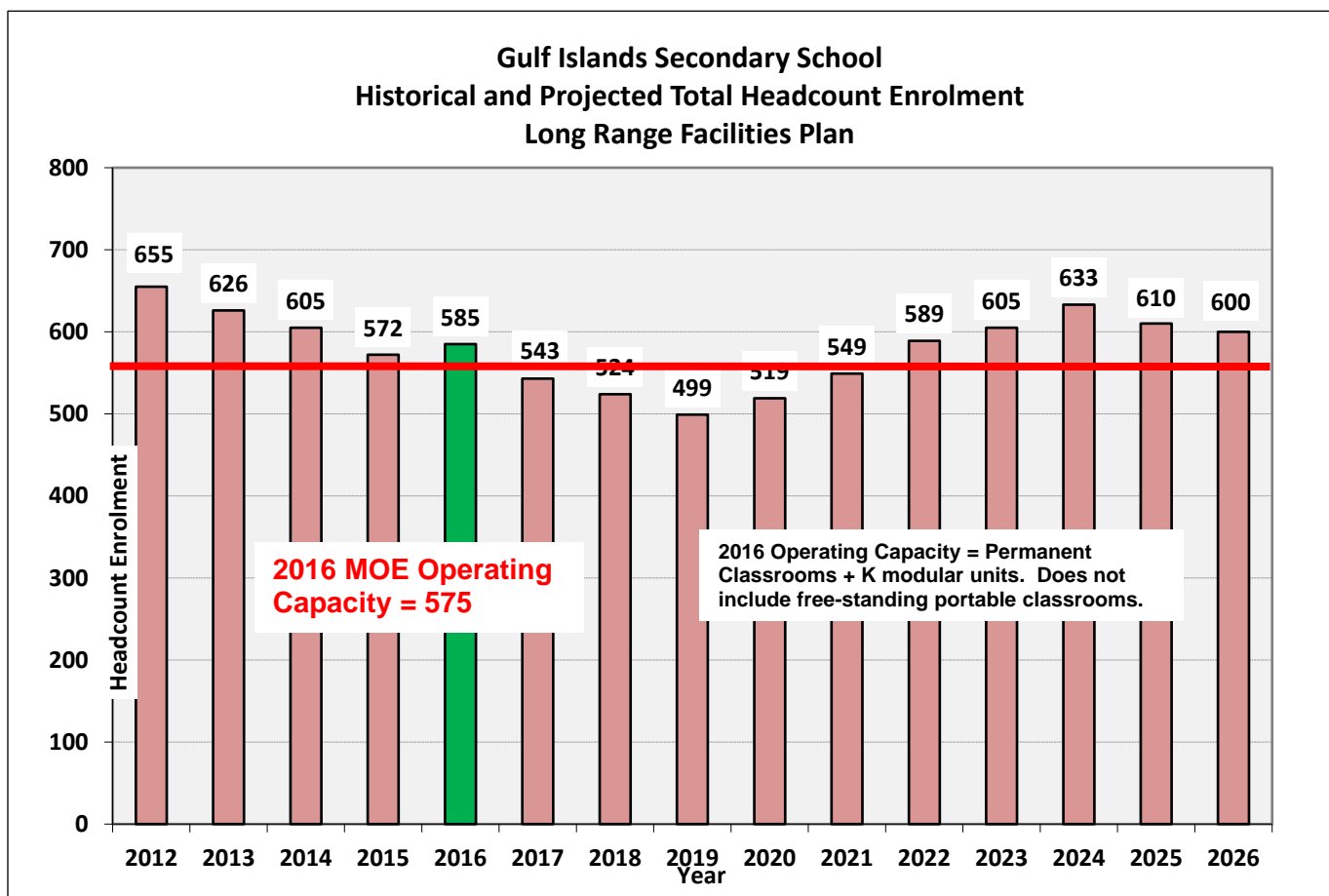




Gulf Islands Secondary School – Enrolment Projections and Capacity Analysis

The chart below summarizes the Claremont Secondary School enrolment projections and capacity. Gulf Islands Secondary School is a grades 9 to 12 school. Gulf Islands Secondary School is currently close to capacity.

The Gulf Islands Secondary School enrolment is projected to decrease to 500 students before increasing to the 575 to 650 enrolment range over the next 10 years with a Ministry of Education 2016 operating capacity of 575 students.





OUTER ISLAND AREA SCHOOLS

The Outer Island Area Schools include: Galiano Island School, Mayne Island School, Pender Islands Elementary School, and Saturna Island School.

Five Year Capital Plan – Outdoor Island Area Schools

School District No. 64 (Gulf Islands) requested major capital funding for the following schools in the September 2016 Five Year Capital Plan submission.

Building Envelopment Program (BEP):

- None.

School Enhancement Program (SEP):

- None.

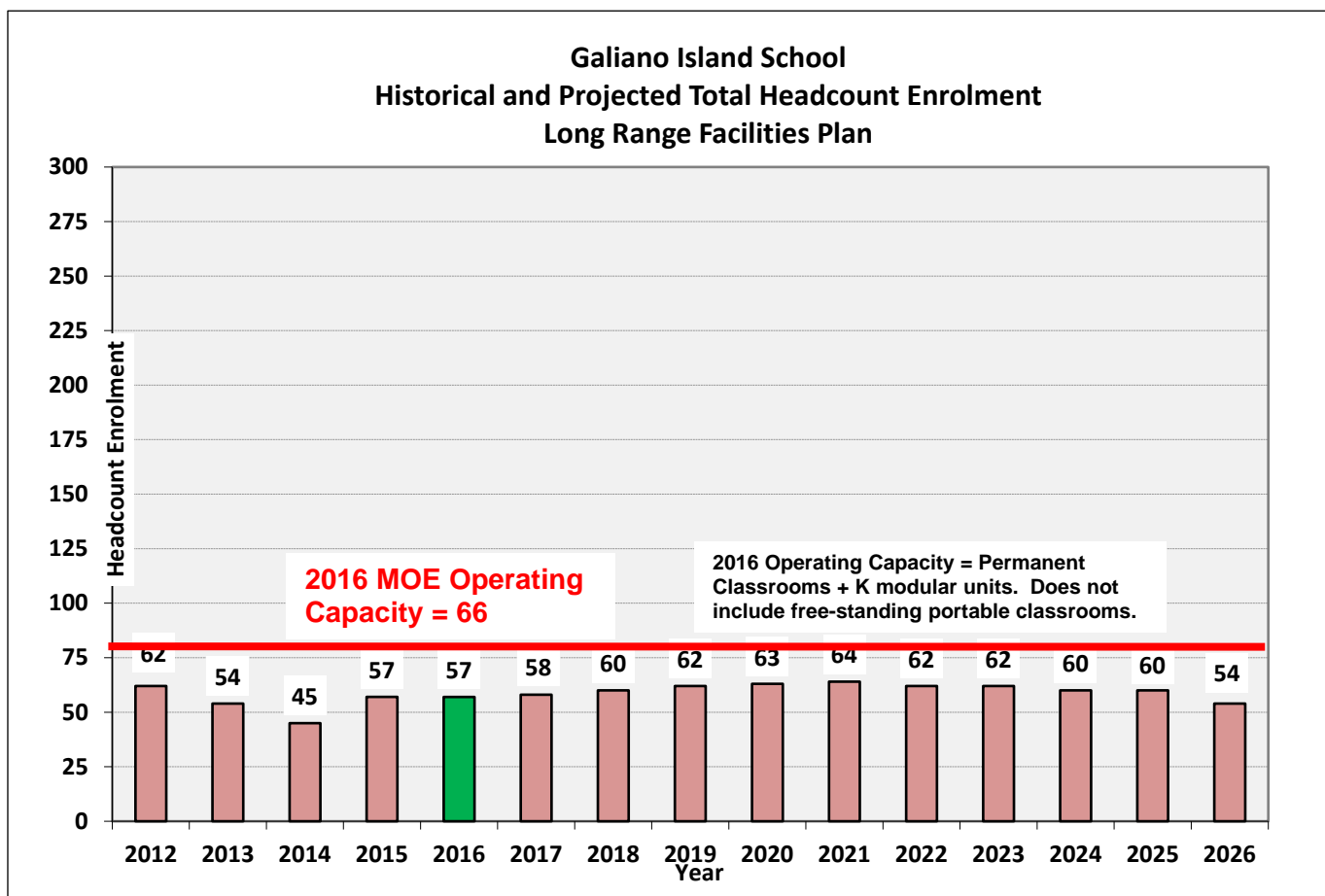


Galiano Island School – Enrolment Projections and Capacity Analysis

The chart below summarizes the Galiano Island School enrolment projections and capacity. Galiano Island School is a Kindergarten to grade 12 school. Galiano Island School is currently close to capacity.

Galiano Island September 30, 2016 enrolment = 57. Galiano Island September 30, 2016 enrolment includes 9 grades 9-12 students.

The Galiano Island School enrolment is projected to increase to the 50 to 75 enrolment range over the next 10 years with a Ministry of Education 2016 operating capacity of 66 students.



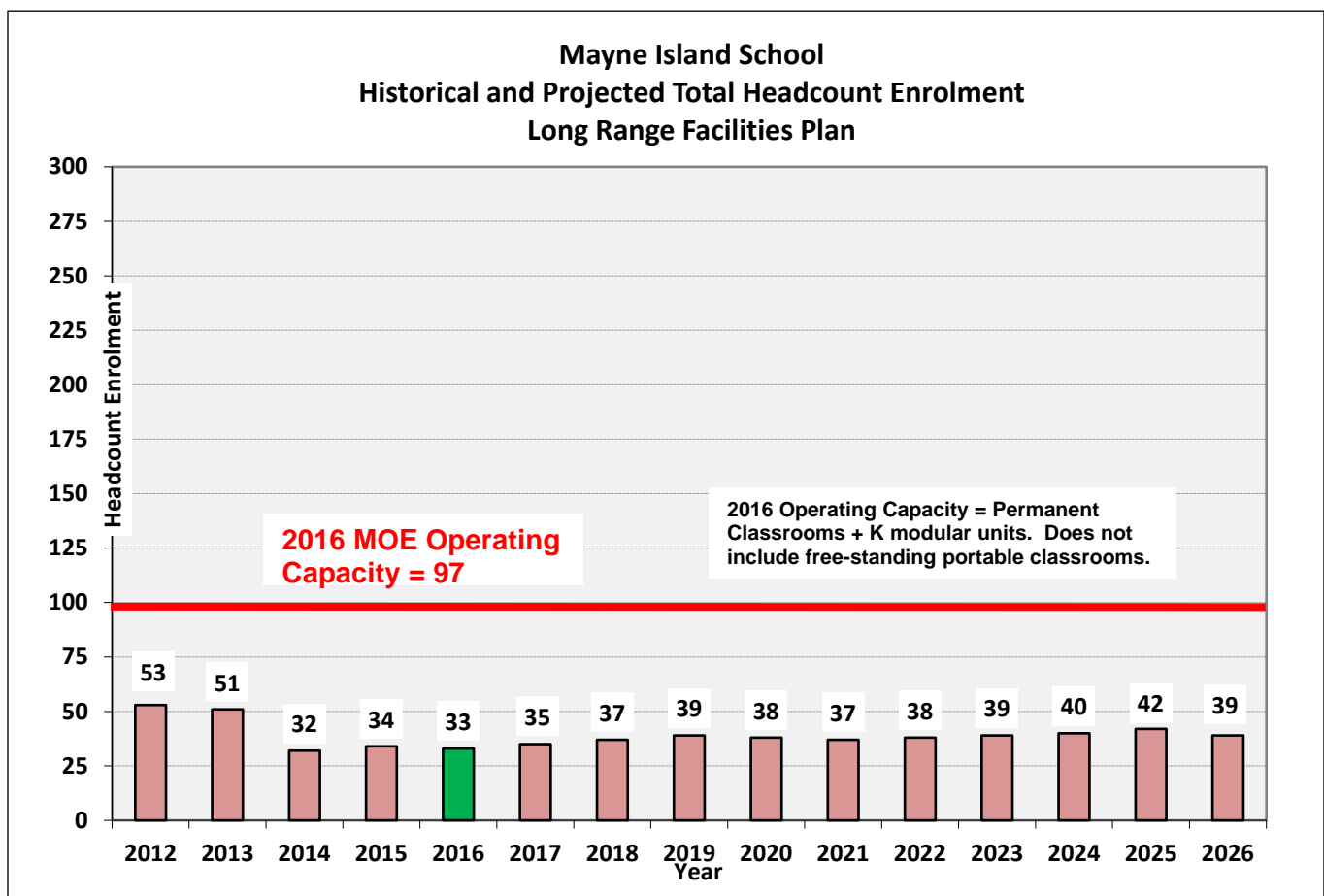


Mayne Island School – Enrolment Projections and Capacity Analysis

The chart below summarizes the Mayne Island School enrolment projections and capacity. Mayne Island School is a Kindergarten to grade 12 school. Mayne Island School is currently under capacity.

Mayne Island September 30, 2016 enrolment = 33. Mayne Island September 30, 2016 enrolment includes 6 grades 9-12 students.

The Mayne Island School enrolment is projected to fluctuate in the 35 to 50 enrolment range over the next 10 years with a Ministry of Education 2016 operating capacity of 97 students.



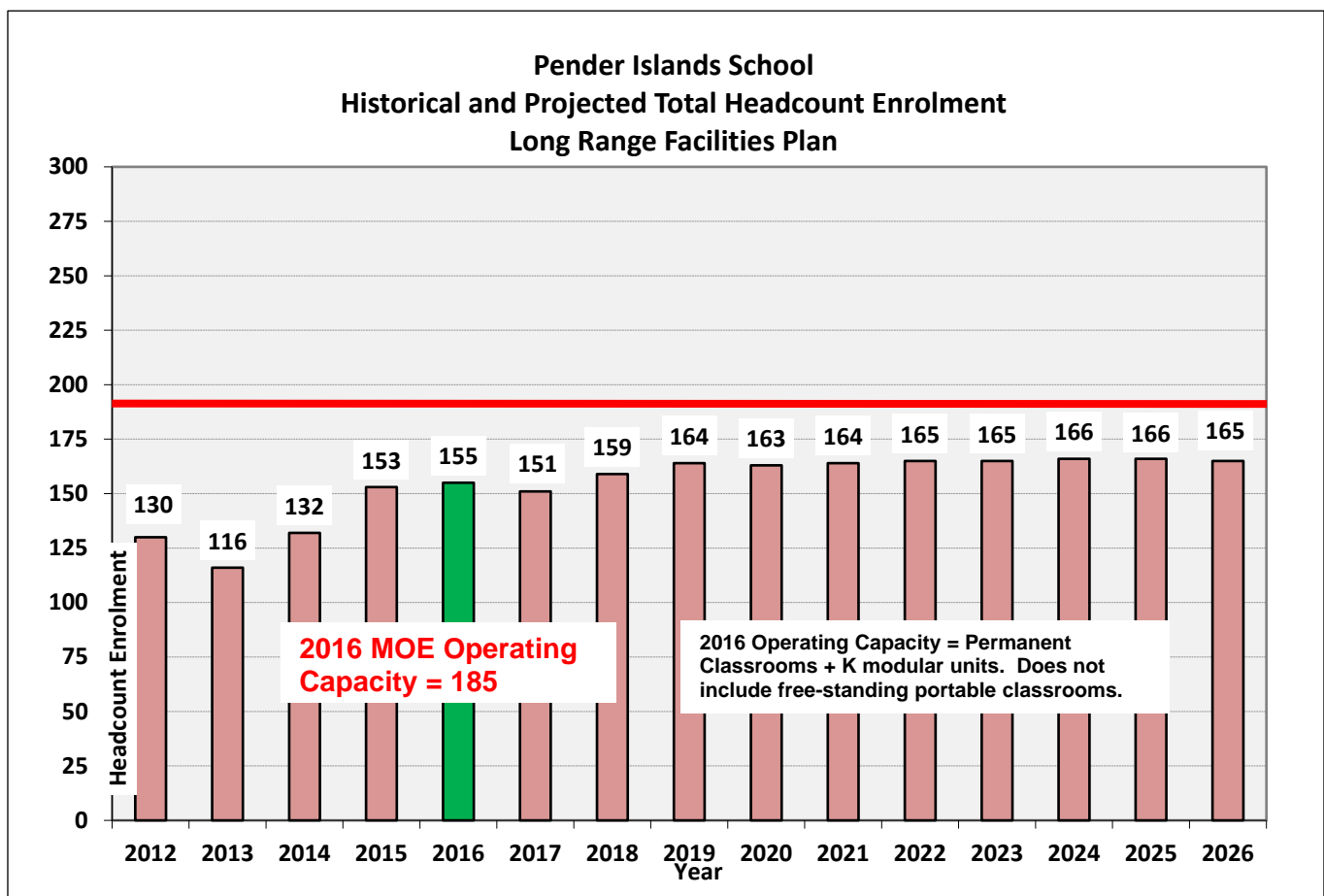


Pender Islands School – Enrolment Projections and Capacity Analysis

The chart below summarizes the Pender Islands School enrolment projections and capacity. Pender Islands School is a Kindergarten to grade 12 school. Pender Islands School is currently under capacity.

Pender Islands September 30, 2016 enrolment = 155. Pender Islands September 30, 2016 enrolment includes 16 grades 9-12 students.

The Pender Islands School enrolment is projected to fluctuate to the 150 to 175 enrolment range over the next 10 years with a Ministry of Education 2016 operating capacity of 185 students.





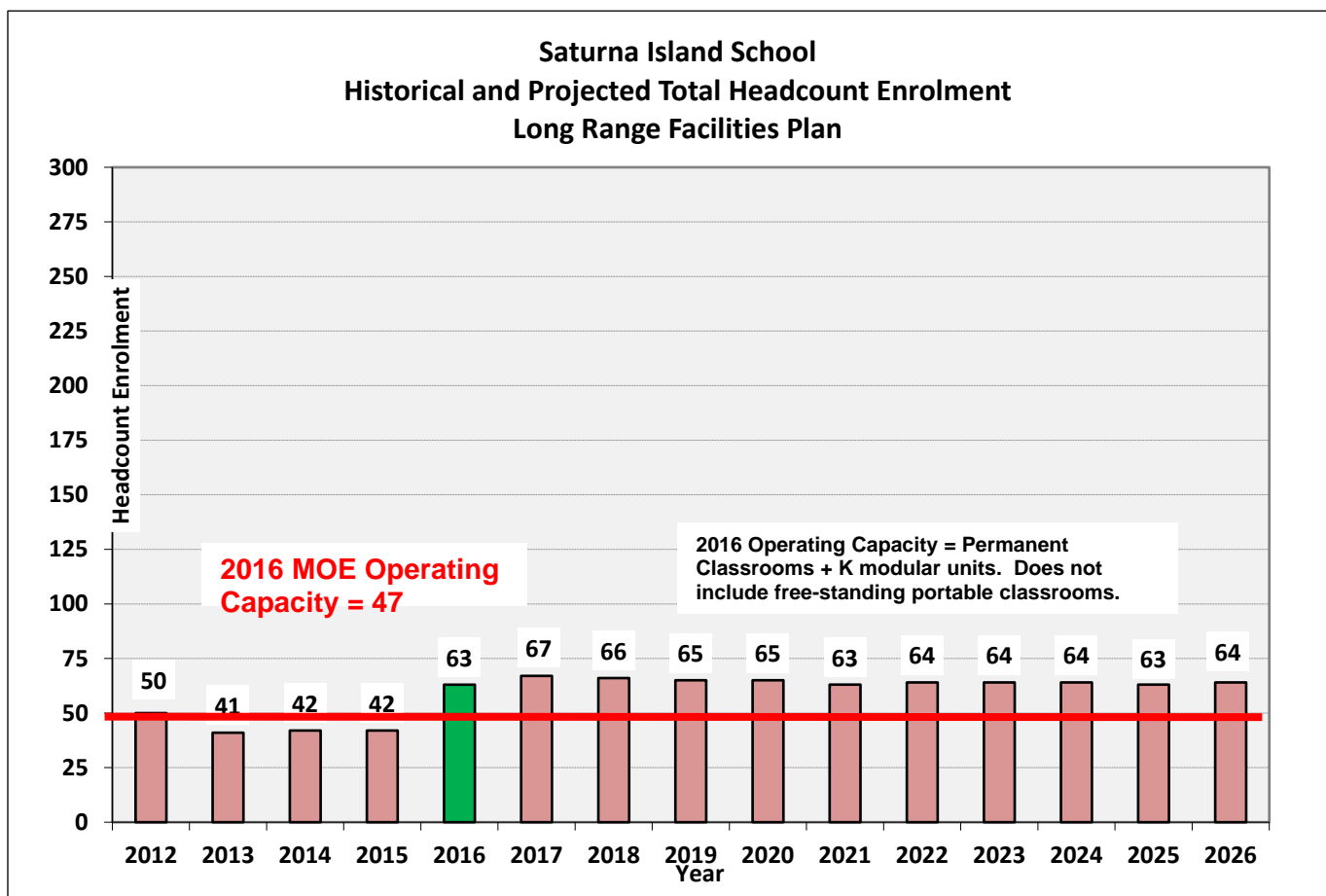
Saturna Island School – Enrolment Projections and Capacity Analysis

The chart below summarizes the Saturna Island School enrolment projections and capacity. Pender Islands School is a Kindergarten to grade 12 school. Saturna Island School is currently over capacity. The Ministry of Education (MOE) operating capacity for the school does not include the capacity at the Saturna Ecological Education Centre (SEEC) site.

Saturna Island September 30, 2016 enrolment = 63. Saturna Island September 30, 2016 enrolment includes 14 grades 9-12 students.

Saturna Island also includes the Saturna Ecological Education Centre (SEEC) which is a secondary school component including youth from off island. The youth attend the outdoor school site.

The Saturna Island School enrolment is projected to increase to the 50 to 75 enrolment range over the next 10 years with a Ministry of Education 2016 operating capacity of 47 students.

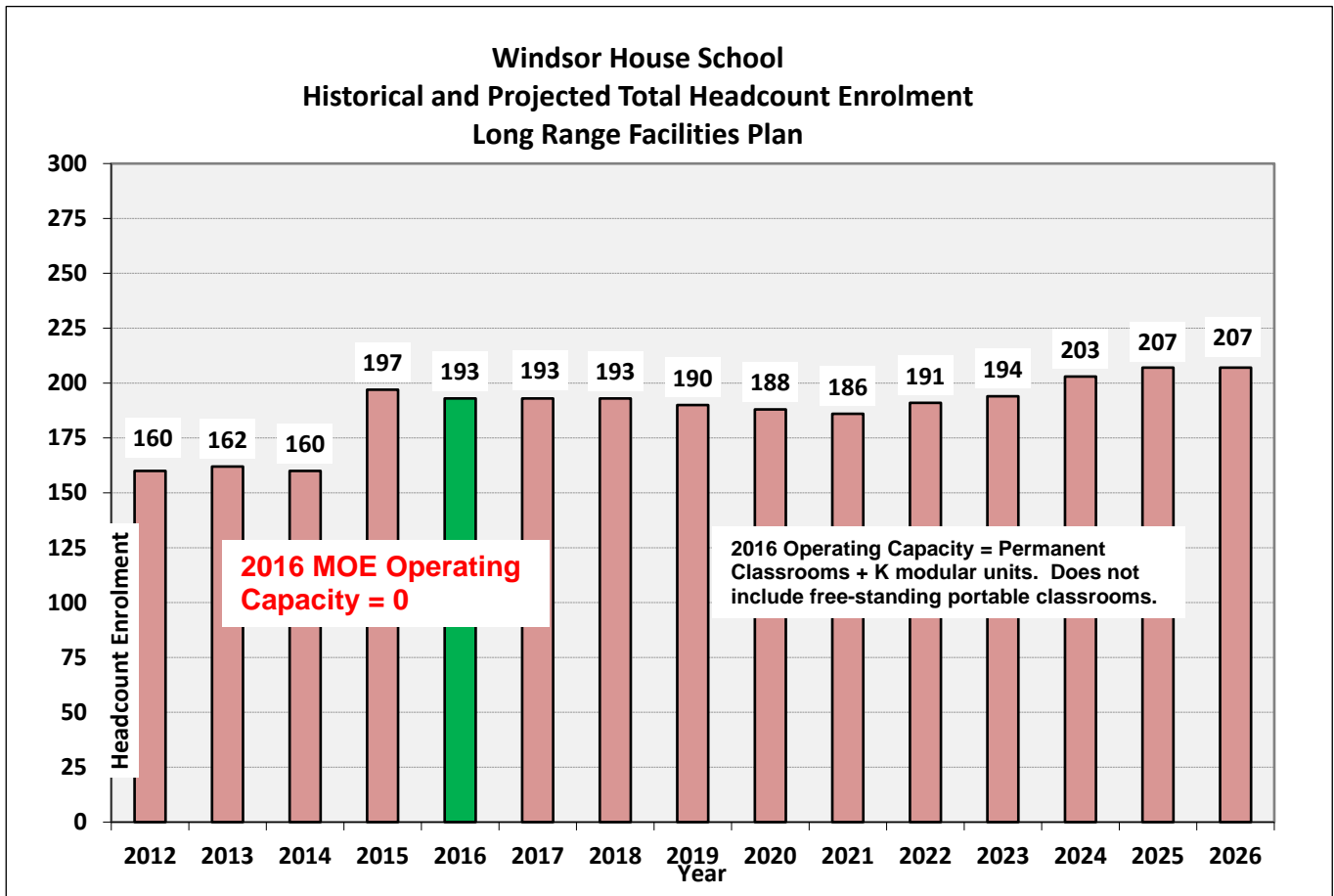




WINDSOR HOUSE SCHOOL

Windsor House School is located in North Vancouver.

Windsor House School September 30, 2016 enrolment = 197. Enrolment is projected to remain in the same enrolment range for the foreseeable future.





Chapter 5 – Conclusions and Recommendations

School District No. 64 (Gulf Islands) is a diverse school district with a significant volume of capital upgrading requirements. Establishing educational and operational objectives, as a strategic framework, enables the District to list, evaluate, and prioritize facilities needs and potential capital projects decision making.

School District No. 64 (Gulf Islands) has no plans to change the grade configurations in any schools or to modify current educational program distribution.

Five (5) broad Educational and Operational Objectives are discussed below.

Viable and Quality Programs

School District No 64 (Gulf Islands) offers different grade configurations in different schools, as well as a variety of programs. Educational programs have evolved and changed over time. These changes are supported by the Board’s strategic planning goals and commitment to community, and are responsive to the modernization of curriculum and assessment practices. It can be anticipated that evolving educational programs and paradigms may warrant consideration in the future.

It is recommended that School District No. 64 (Gulf Islands) adopt the following facilities planning objective:

“Create, maintain and enhance viable and quality programs in appropriate locations that support student ownership of learning, and are reflective of a sense of place in our diverse island communities.”

Appropriately Sized Facilities

The School District No 64 (Gulf Islands) enrolments have changed over time. Many facilities were built historically to accommodate the demographics, and grade configurations, of that particular period of time. The School District No 64 (Gulf Islands) also offers a variety of different programs. Educational programs have evolved and changed over time. It can be anticipated that evolving educational programs and paradigms may warrant consideration of facilities modifications in the future.

It is recommended that School District No. 64 (Gulf Islands) adopt the following facilities planning objective:



“Maintain or create appropriately sized facilities that will accommodate changing enrolments and educational programs.”

Facility Conditions

School District No. 64 (Gulf Islands) schools are in good condition. Buildings and their components need to be maintained on a scheduled basis. It can also be anticipated that building systems will need to be renewed and / or replaced as they age.

The aging building systems need to be monitored on a regular basis, and where warranted, determine whether the building component may meet the Ministry of Education’s criteria for capital funding renewal and /or replacement.

It is recommended that School District No. 64 (Gulf Islands) adopt the following facilities planning objective:

“Confirm that facilities are maintained in an adequate condition and that building systems are renewed as required.”

Community Partnerships

School District No. 64 (Gulf Islands) has a number of partnerships with community organizations that offer mutually beneficial programs and services.

It is recommended that School District No. 64 (Gulf Islands) adopt the following facilities planning objective:

“Facilitate and enable mutually beneficial community partnerships.”

Financially Sustainable Facilities

School District No. 64 (Gulf Islands) operates its schools in a financially sustainable model. Future potential educational programs, demographics and / or funding source changes may necessitate reevaluation of the current operating model.

It is recommended that School District No. 64 (Gulf Islands) adopt the following facilities planning objective:

“Ensure that the number, size and location of facilities are financially sustainable.”



Summary of Recommendations

The Long Range Facilities Plan recommendations are that School District No. 64 (Gulf Islands):

- *Create, maintain and enhance viable and quality programs in appropriate locations that support student ownership of learning, and are reflective of a sense of place in our diverse island communities;*
- *Maintain or create appropriately sized facilities that will accommodate changing enrolments and educational programs;*
- *Confirm that facilities are maintained in an adequate condition and that building systems are renewed as required.*
- *Facilitate and enable mutually beneficial community partnerships; and*
- *Ensure that the number, size and location of facilities are financially sustainable.*



Appendix A – List of Facilities

Name of School	School Number	m2
Fernwood Elementary	64007	2293
Fulford Elementary	64009	2743
Galiano Community	64005	1389
Gulf Islands Secondary	64010	8643
Mahon Hall	64000	546
Mayne Elementary / Secondary	64003	1425
Pender Elementary / Secondary	64008	2894
Phoenix Elementary	99074	266
Phoenix Secondary Residence	99074	88
Salt Spring Elementary	64002	4527
Salt Spring Island Middle North Block	64006	3355
Salt Spring Island Middle South Block	64006	1248
Saturna Elementary	64004	247
SD64 Board Office	64000	216
SD64 Grounds Crew Shop	64000	200
SD64 Maintenance Shop	64000	578
Total		30658
Source: Ministry of Education CAMS Database December 16, 2016.		



Appendix B – Current Portable Classrooms

Name of School	Number of Portables
Gulf Island Secondary School	1
Phoenix Elementary School	1
Saturna Island School	1
Saltspring Island Middle School	1

**Source: School District No. 64
(Gulf Islands) May 8, 2017.**



Appendix C – Current Leased Spaces

Organization	School / Facility	Comments
Fulford Harbour Child Care Society	Fulford Elementary School	Site lease. Organization has their own building.
Pender Islands Child Care Society	Pender Islands School	
Capital Regional District	Galiano Island School	Community lease (library).
Salt Spring Arts Council	District facility.	Community building for community lease.

Source: School District No. 64 (Gulf Islands) - May 8, 2017.