

Staff Report



June 18, 2024

To Board of Education (Public Meeting)
From Ray Velestuk, Secretary-Treasurer/CFO
Re **Five-Year Capital Plan Submission 2025-2026 (Minor Capital Projects)**

RECOMMENDATION:

THAT the Board of Education approve the proposed Minor Capital Projects for 2025-2026 as provided on the Five-Year Capital Plan Summary for 2025-2026 submitted to the Ministry of Education and Child Care.

BACKGROUND:

The *School Act* provides that the Minister of Education and Child Care may require a Board of Education to prepare and submit a capital plan for the School District to the Ministry of Education and Child Care (Ministry). The plan must set out particulars for each capital project, including an estimate of the capital funding that may be required, under the Major Capital Programs, the Minor Capital Programs and the Building Envelope Program.

Minor Capital Programs

- School Enhancement Program (SEP)
- Carbon Neutral Capital Program (CNCP)
- Playground Equipment Program (PEP)
- Bus Acquisition Program (BUS) – No eligibility for new or replacement buses

Building Envelope Program

There is no submission for the 2025-2026 Capital Plan Submission because there are no district schools on BC Housing's current list of eligible buildings. A Board Motion and Board Resolution are not required.

NOTE: The Annual Facility Grant (AFG) funding is a separate process and not included in the Five-Year Capital Plan submission.

In accordance with section 142 (4) of the *School Act*, the Board must approve the proposed capital plan for its school district only by resolution which will be included as part of the Capital Plan Submission. Boards are to provide three (3) separate Board Resolutions - for Major Capital Program submissions, for Minor Capital Programs submissions and for Building Envelope Program submissions.

The Board of Education must have a Long-Range Facilities Plan (LRFP) in place for the school district that lays out management strategies for its inventory of capital assets in support of educational programming goals.

The LRFP is not included in the Capital Plan submission, although the Ministry may request pertinent sections from it to inform its capital plan review process.

Submission deadlines for the 2025-26 Five-Year Capital Plan is June 30, 2024, for the Major Capital Program and September 30, 2024, for the Minor Capital Program and the Building Envelope Program.

All requests under the Minor Capital Program and the Building Envelope Program, will undergo a one-stage approval process. By contrast, all requests under the Major Capital Program will undergo a more extensive two-stage process. Initial Ministry support for a qualifying Major Capital Project request will be based on the preliminary information provided in a Project Request Fact Sheet, Seismic Project Identification Report, or a Seismic Project Request Fact Sheet.

Once the assessment of capital plan submissions from all school districts has been completed by the Ministry, and the provincial budget has been formally announced by the Province, the Ministry will notify school districts with a written response regarding its Five-Year Capital Plan submission. The Capital Plan Response Letter will identify the specific capital projects from the Annual Capital Programs and Major Capital Programs that are being supported for capital funding under the Ministry's Capital Plan. Ultimately, the Minister has the ability to either: Approve; Approve with modifications; or reject a capital plan as submitted by the Board to the Ministry.

Upon receipt of the Capital Plan Response Letter from the Ministry, the Board must adopt a single Capital Bylaw, in accordance with section 143 (1) of the *School Act*. This Capital Bylaw encompasses all capital projects included in the Capital Plan Response Letter, which again represents the Minister-approved capital plan with modifications for the School District.