
School District No. 46 (Sunshine Coast)

Long Range Facilities Plan

Updated September 2023

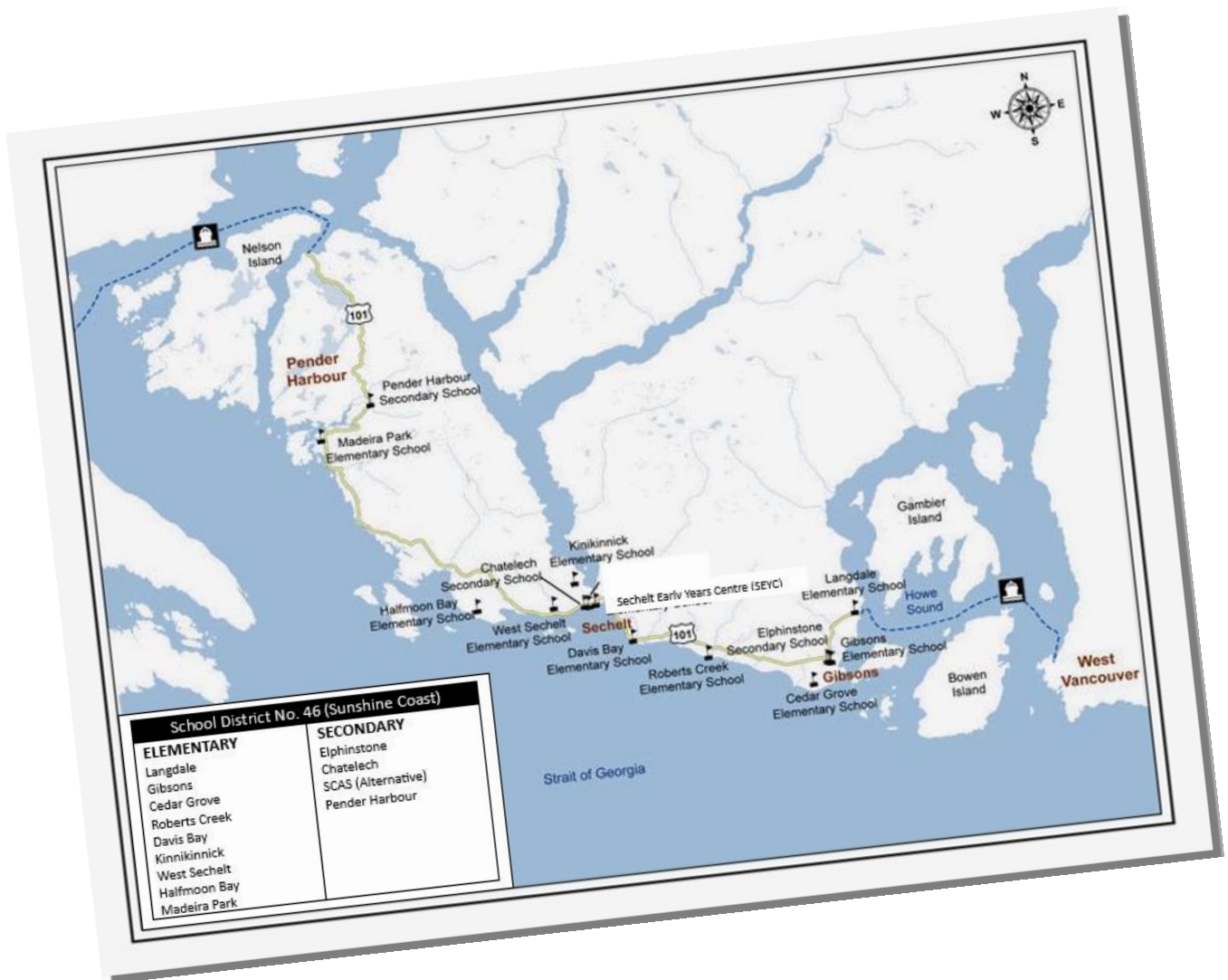


Table of Contents

Executive Summary	i
Introduction	1
School District Facility Plan Development	3
Board of Education Guiding Principles.....	3
Capital Planning Framework.....	4
Demographics (from BC Stats 2022 Report).....	6
Actual and Projected Enrolment	7
Capital Assets	11
Facility Uses.....	11
Facility Condition	12
Operations and Maintenance	13
Student Transportation System - Buses.....	14
Capacity Utilization	15
School District Capacity Utilization - Three Zone Analysis	19
Impact of Estimated New Development.....	26
Summary Observations.....	28
Capital Asset Utilization Initiatives.....	30
Capital Investment Priorities	34
Seismic Mitigation Program (SMP)	35
School Expansion Program (EXP)	35
Advancing Near-Term High Priority Projects	38
Appendix A Facilities Inventory.....	40
Appendix B Adjusted Capacity for Each Zone	42
Appendix C.....	44
Seismic Rating of School Blocks	45
from Ministry Website 2016	45

Executive Summary

This Long Range Facilities Plan (LRFP) has been initiated to provide an update of the Plan prepared in 2016.

The Sunshine Coast School District includes the District of Sechelt, Town of Gibsons, Sunshine Coast Regional District, which consists of electoral areas A, B, D, E, and F, and the Sechelt Indian Government District. The school district operates on the traditional territories of the shíshálh (Sechelt) and Skwxwú7mesh (Squamish) Nations.

Like most school districts in British Columbia, the Sunshine Coast School District is now rebounding from a significant decline in enrolment from 4,700 students in 1997 to 3,100 students in 2015. Actual enrolment has increased to over 3,300 students in 2022 and current projections indicate that enrolment will increase slightly over the next 10 years. Additional adjustments to catchment areas, grade configuration, and distribution of district programs will be considered during the timeframe of this plan to increase resources available to enhance student performance. Residential development throughout the school district is expected to continue over the next 10 years, and will create capacity shortfall at the elementary schools.

The school district also faces challenges in addressing aging infrastructure and failing mechanical, electrical and structural building systems. The Ministry of Education has programs to assist school districts to extend the service life of existing capital assets.

The District Facilities Plan provides a framework for:

- Local decisions regarding the efficient utilization of school facilities.
- Local decisions regarding the refurbishment of building mechanical systems, electrical systems, interior finishes, exterior finishes, etc.
- Local decisions on provincial government initiatives regarding building systems enhancements, major renovations, expansions, and replacement schools.

The District Facilities Plan also:

1. Communicates the Board of Education's intentions to students, teachers, support staff, parents and other stakeholders.
2. Provides the Ministry of Education with a rationale for specific projects proposed for inclusion in the Capital Plan.
3. Demonstrates that the school district is managing their facilities in an effective, economical and efficient way to support the educational goals in a district-wide context.

Long Range Facilities Plan

The Board of Education has established the following guiding principles that will inform decision-making concerning program delivery and use of schools.

- Long-range facility planning will support the Board’s vision, mission, affirmation and values, and will align with the strategic plan.
- District schools will be safe, welcoming, supportive and healthy environments for students, staff and the community.
- Facility planning will consider the diversity of our learning community to create welcoming, accessible and inclusive centres that support lifelong learning.
- Our facilities will reflect our commitment to Truth and Reconciliation. Our facilities will support Indigenous ways of learning and land-based learning.
- Schools are a community asset. The district will work with the community to create opportunities for joint use of facilities, outside of school hours, to enhance community education and development.
- Long-range facility planning will support natural community neighbourhoods to ensure that schools remain community-based.
- Facility planning will consider Ministry of Education and Child Care initiatives such as on-site child care centres, Strong Start Programs and Neighbourhood Learning Centres.
- Facility planning will support environmental stewardship and sustainability. Long range facility plans will maximize the sustainability of school facilities. Schools will be energy efficient and responsive to climate change.
- Capital investments in new or renovated facilities should generate operational efficiencies wherever possible. Facilities utilization strategies will increase funds available for educational programs.
- Transportation planning and active travel will be considered in the facility planning process.
- District programs will be located at schools to maximize utilization and address capacity, while continuing to consider student need.
- All facilities will be maintained at the highest standard possible and provide healthy, safe and well-equipped learning environments.

According to BC Stats 2022 data, about 33,000 people currently reside within School District 46 - Sunshine Coast. The total population is expected to continue to grow to approximately 37,000 over the next 10 years. While the population is projected to increase by 13%, the population cohort ages 5 to 18 is expected to remain relatively constant at approximately 3,400 and declining to less than 10% of the total population during the next 10 years.

Long Range Facilities Plan

Elementary enrolment is projected to remain at approximately 2,000 students and secondary enrolment is projected to remain below 1,400 students. There will be fluctuations in both, and the total district enrolment is projected to remain relatively constant at about 3,400 students. The total capacity of the school district is 3,600 students.

The school district operates and maintains three secondary schools, two alternative schools and nine elementary schools, not including the Sechelt Early Years Centre (SEYC). The district has good maintenance programs and allocates the Ministry building renewal funding effectively. Building condition assessments of all schools were completed in 2022 as part of the provincial assessment program to assist with determination of building renewal projects. The Facility Condition Index (FCI) for each facility indicates that no schools require replacement.

Seismic assessments of all schools in the Sunshine Coast School District were completed in 2004, and have been updated recently using the enhanced assessment tools developed by EGBC as part of the Provincial Seismic Mitigation Program. There are no schools rated as high risk in the district.

Capacity utilization analysis is a means of determining how efficiently schools are being utilized. It can identify overcrowding at particular schools and where surplus space exists that could be made available for other purposes. This information is an important tool utilized by the Ministry of Education to assess capital funding requests.

Due to the geographical constraints, the school district is treated as three zones for capacity utilization analysis. The analysis shows that in the Gibson zone the elementary utilization rate is at 112% and portable classrooms are required to address the capacity shortfall. In the Sechelt zone, the elementary rate is currently 93%. There is surplus capacity at the secondary school in the all three zones. The utilization rates will remain relatively constant over the next 10 years.

The majority of capital investment in the next 10 years will focus on upgrading building systems to extend the service life of the schools. In addition, the requirements to support modern learning identified through the Learning Spaces consultation process will be incorporated in the local projects.

The school district will also advance the expansion of Gibsons Elementary School to address the enrolment pressures in the Gibsons zone.

The Sunshine Building located at The SEYC was rated as a high seismic risk in 2018. A review of the alternative education program requirements, confirmed modern facilities are required for the alternative education program. The requirement for the replacement of the Sunshine Building for the alternative education facility, should be included in the options review in conjunction with the seismic upgrade project.

Long Range Facilities Plan

The creation of a modern, centralized support services facility which may accommodate Maintenance, IT and Transportation on school district owned property will be investigated. Surplus assets will be considered in the review.

The school district will maintain regular communication with local governments including First Nations, to be able to project future demands for educational facilities and create coordinated long range plans to meet community requirements.

In addition, the Board of Education will continue to make best use of existing capacity and expand services to students and communities.

Capital asset utilization will be optimized by:

- ✓ Considering adjustments to catchment areas and the student transportation plan to increase the use of available capacity.
- ✓ Considering further adjustments to grade configuration.
- ✓ Reviewing opportunities for the delivery of additional outdoor educational programs guided by indigenous ways of knowing, including land-based learning.
- ✓ Making surplus facilities available for community or commercial use where supported by a favorable business case.
- ✓ Minimizing the use of portables by transferring programs from portables to permanent facilities with surplus space.
- ✓ Adjusting cross-boundary student approvals to maximize use of available capacity.
- ✓ Reviewing alternative education program requirements and locations.

Introduction

The Sunshine Coast School District includes the District of Sechelt, Town of Gibsons, Sunshine Coast Regional District, which consists of electoral areas A to F, and the Sechelt Indian Government District. The school district operates on the traditional territories of the shíshálh (Sechelt) and Skwxwú7mesh (Squamish) Nations.

Like most school districts in British Columbia, the Sunshine Coast School District is now rebounding from a significant decline in enrolment from 4,700 students in 1997 to 3,100 students in 2015. The actual enrolment has increased to over 3,300 students in 2022 and current projections indicate that enrolment will increase slightly over the next 10 years. The school district has consolidated programs and modified catchment areas for district programs to maximize the utilization of available space. The school district has also made use of available portable classrooms at elementary schools to address capacity shortfalls and specific program requirements. The school district continues to optimize the delivery of educational programs in order to meet the intellectual, social and physical needs of a diverse student population. Resources are applied in ways that maximize student achievement. The school district has made several outdated or heritage facilities available for community use, pending consideration of best future use of these capital assets.

A LRFP is required to identify and rationalize current and future capital requirements for new schools, school expansion and consolidation; school replacement or upgrades based on building condition, seismic vulnerability and ongoing maintenance/life cycle costs; as well as new government initiatives. The LRFP will provide the critical context for discussions with the Ministry regarding high priority project requests. It will also confirm to the Ministry that the school district is properly managing its capital assets.

The District Long Range Facilities Plan:

1. Communicates the Board of Education's intentions to students, teachers, support staff, parents and other stakeholders.
2. Provides the Ministry of Education with a rationale for specific projects proposed for inclusion in the Capital Plan.
3. Demonstrates that the school district is managing their facilities in an effective, economical and efficient way to support the educational goals in a district-wide context.

The school district completed its last School District Facilities Plan in 2016. An update to the Facilities Plan has been undertaken to incorporate the latest Ministry of Education directions, actions completed since 2016, and new information related to building condition assessments, seismic assessments and educational program requirements.

Significant progress since 2016 includes:

- Construction of the additional classrooms and a child care at West Sechelt Elementary School.

Long Range Facilities Plan

- Renovation of a block of the SEYC to create an early learning centre and child care facility.
- Use of Ministry of Education funding for mechanical and electrical upgrades plus solar power at various schools to reduce the green house gas emissions and the carbon footprint.
- Use of Ministry of Education annual facility grant funding for building renewal projects such as replacement of roofing, flooring and painting.
- Adjustment of grade configuration, district programs and catchment areas to make best use of available classrooms.
- Relocation of portable classrooms to match changing capacity requirements.
- Purchase of electric school buses.

The development of this LRFP has been influenced by Ministry of Education programs related to capital funding as follows:

- Seismic Mitigation Program (SMP)
- School Expansion Program (EXP)
- School Replacement Program (REP)
- Building Envelope Program (BEP)
- School Enhancement Program (SEP)
- Carbon Neutral Capital Program (CNCP)
- Provincial Accessibility Program
- Bus Replacement Program (BUS)
- Playground Equipment Program (PEP)

The Five Year Capital Plan Guidelines require capital project submissions to be based on the LRFP. Past practice indicates that capital projects will be co-funded by the school district where possible. The school district financial situation and surplus resources will be a consideration in the Ministry capital project funding.

School District Facility Plan Development

The Facilities Plan provides a framework for:

- Local decisions regarding the efficient utilization of school facilities and school district assets.
- Local decisions regarding the refurbishment of building systems such as mechanical systems, electrical systems, interior finishes, exterior finishes, etc.
- Provincial decisions regarding building system enhancements, major renovations, school expansions, and replacement schools.

The Ministry of Education recognizes space for Strong Start in specific schools and Full-Day Kindergarten (FDK) in all elementary schools. The operating capacity of schools in the district has been adjusted to reflect these program requirements as well as the class size and composition requirements.

The Ministry supports and encourages the use of surplus space for community services as part of the Neighbourhood of Learning (NLC) program and specifically child care programs.

Board of Education Guiding Principles

In the 2019-23 Strategic Plan, the Board stated its **Vision** of a community engaged in lifelong learning and educational excellence and its **Mission** to support and inspire students to experience joy and fulfillment in realizing their potential as a knowledgeable, confident and contributing citizen in the global community. The Board also **Affirmed** its commitment to Indigenous Peoples and Reconciliation by building relationships and deepening understanding of Indigenous history, worldviews and ways of learning. At the time of this report, the Board is updating its strategic plan, including updating its mission, vision and values. Once this work is completed, the LRFPP will be reviewed to ensure it is still consistent with Board direction.

The Long Range Plan is based on the guiding principles that reflect the current values of the Board of Education and the communities comprising the Sunshine Coast School District, and align with the provincial policy directions.

- Long-range facility planning will support the Board's vision, mission, affirmation and values, and will align with the strategic plan.
- District schools will be safe, welcoming, supportive and healthy environments for students, staff and the community.
- Facility planning will consider the diversity of our learning community to create welcoming, accessible and inclusive centres that support lifelong learning.
- Our facilities will reflect our commitment to Truth and Reconciliation. Our facilities will support Indigenous ways of learning and land-based learning.

Long Range Facilities Plan

- Schools are a community asset. The district will work with the community to create opportunities for joint use of facilities, outside of school hours, to enhance community education and development.
- Long-range facility planning will support natural community neighbourhoods to ensure that schools remain community-based.
- Facility planning will consider Ministry of Education and Child Care initiatives such as on-site child care centres, Strong Start Programs and Neighbourhood Learning Centres.
- Facility planning will support environmental stewardship and sustainability. Long range facility plans will maximize the sustainability of school facilities. Schools will be energy efficient and responsive to climate change.
- Capital investments in new or renovated facilities should generate operational efficiencies wherever possible. Facilities utilization strategies will increase funds available for educational programs.
- Transportation planning and active travel will be considered in the facility planning process.
- District programs will be located at schools to maximize utilization and address capacity, while continuing to consider student need.
- All facilities will be maintained at the highest standard possible and provide healthy, safe and well-equipped learning environments.

Capital Planning Framework

The Operations Committee confirmed the Facilities Guiding Principles and its Capital Planning Framework. The underpinnings of the Capital Planning Framework are a commitment to:

- Maintain current K-12 schools as viable educational institutions
- Utilize excess instructional space effectively
- Prioritize capital improvements within an overall District Facilities Plan
- Ensure all facilities will be safe, accessible, engaging and energy efficient
- Provide a safe, environmentally friendly and efficient transportation system for students

The Operations Committee provided the following principles for the development of the Facilities Plan.

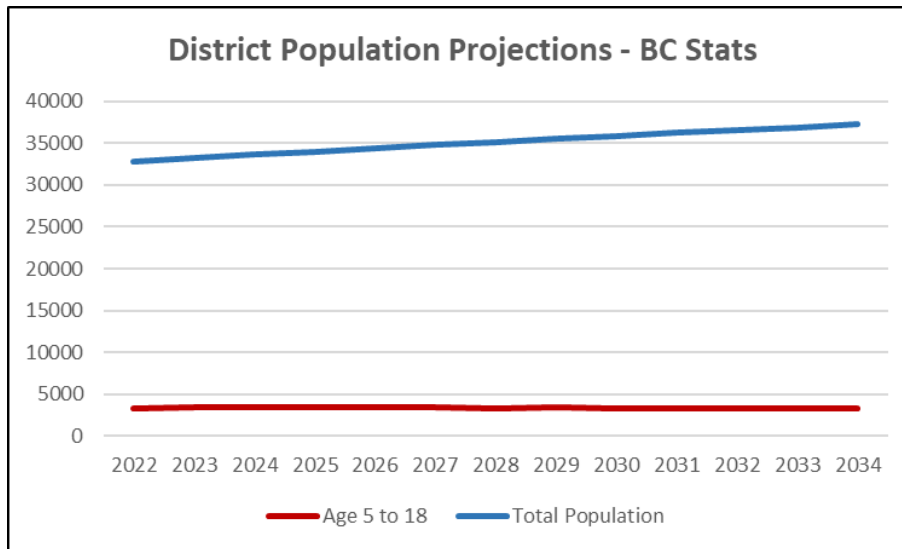
- The school district will continue to operate three zones each with a secondary school and a family of elementary schools.
- The organization of families of schools and the feeder system will be managed to support effective programs and benefit students and the school community.

Long Range Facilities Plan

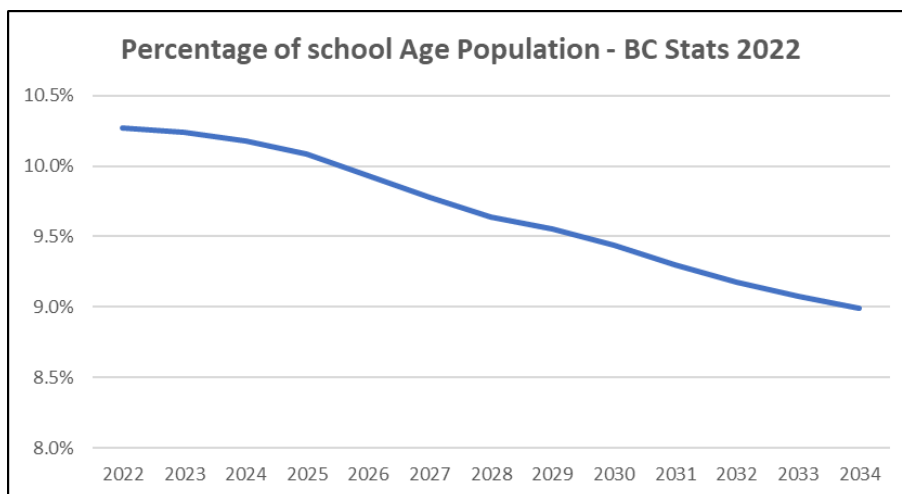
- The school district will seek opportunities to implement the Neighbourhood Learning Centre Program in the plans to fully utilize instructional space.
- The school district will undertake to develop appropriate joint-use and shared-use agreements with other public agencies when considering use of excess space in both elementary and secondary schools.
- The following conditions will guide the prioritization and planning for the project identification process for capital improvements for elementary and secondary schools:
 - Safety risks to students and staff
 - Elementary capacity issues within the Sechelt and Gibsons Zones
 - Building condition improvements
 - Facility enhancements to support student achievement
 - Creation of child care facilities

Demographics (from BC Stats 2022 Report)

According to BC Stats 2022 report, the Sunshine Coast population is expected to grow from approximately 33,000 in 2022 to about 37,000 in 10 years; a 13% increase in total population. The school age population (age 5 to 18) is expected to remain relatively constant at about 3,350 for the next 10 years. The population trends are presented graphically below.



The Sunshine Coast is experiencing an ageing population. As the total population increases, the school age population is essentially remaining constant. The school age population as a percentage of the total population is decreasing, and is projected to drop from 10.5% to below 9%. The percentage is shown graphically below. Public awareness and interest in public education may be affected by this changing demographic.

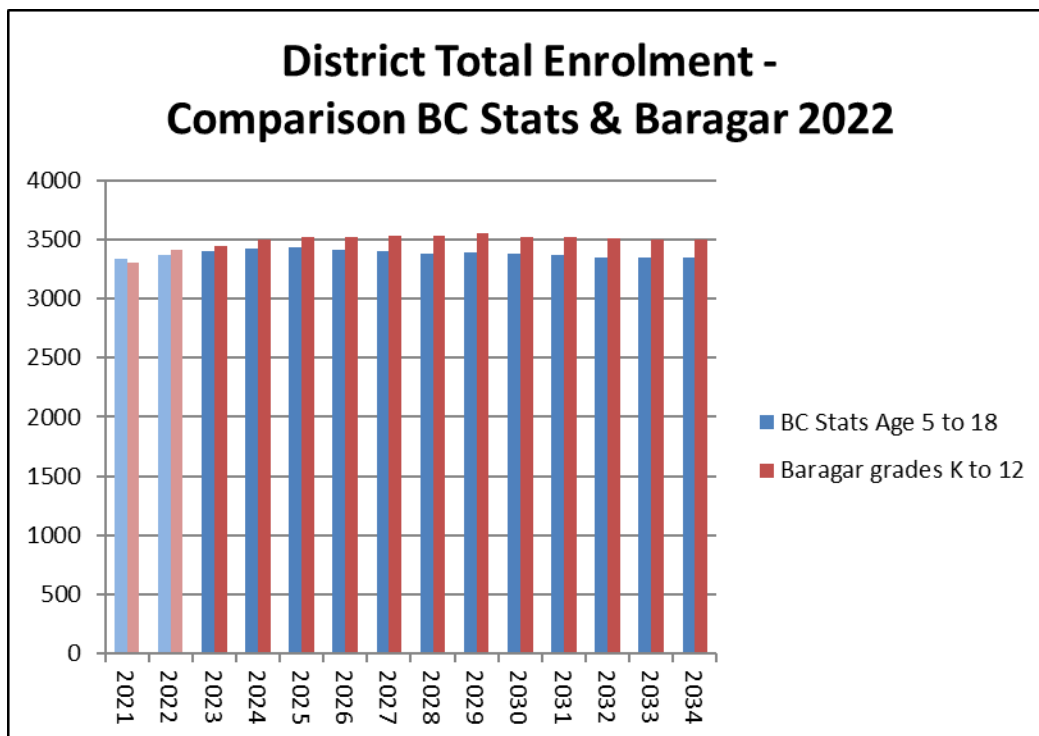


Actual and Projected Enrolment

The Sunshine Coast School District uses Baragar Demographics to develop enrolment projections for each school. Baragar Systems is a BC based company that has provided enrolment projections and demographic information to BC school districts for over 30 years. Baragar Demographics currently provides population and enrolment projections to over 80 Canadian and U.S. school districts.

Baragar uses recent birth and migration rates to estimate future enrolment projections. As the Sunshine Coast has recently experienced minor growth, the trends used by Baragar are seen as a reasonable projection of future enrolment. Enrolment growth from an increased rate of residential development or in-migration have not been included in Baragar’s projections.

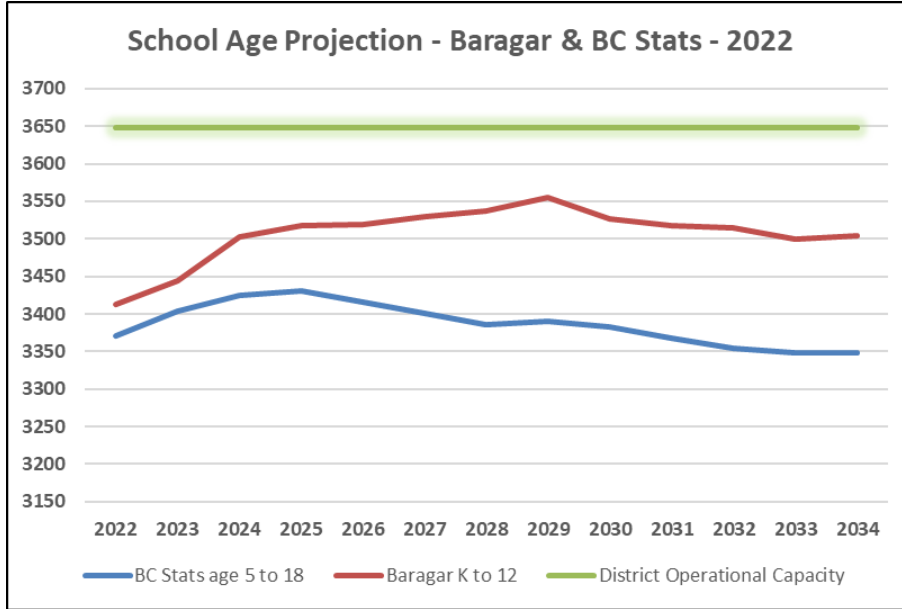
The following bar graph presents the school district’s actual and projected enrolment from 2021 to 2034 using Baragar and BC Stats. As shown in the graph, Baragar projections are slightly higher than BC Stats. This LRFP is based on the Baragar projections because they are considered more accurate and reflect local development knowledge. Enrolment is projected to be relatively constant at about 3,500 students, including the alternative education students.



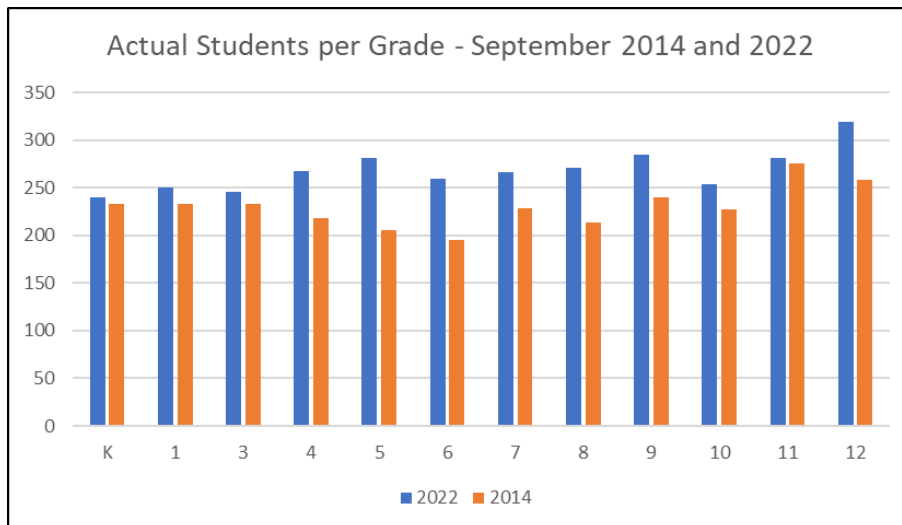
The following line graph shows the information from Baragar and BC Stats projections as well the total district operating capacity. The capacity line is shaded as the operational capacity can vary from year to year due to class size and compensation requirements. The actual total kindergarten to grade 12

Long Range Facilities Plan

enrolment in 2022 is 3,434. Baragar projections indicate that enrolment will increase to 3,583 in 2039 and decrease slightly to 3,500 in 2034. There currently is surplus capacity in the district considering all elementary and secondary schools except The SEYC.

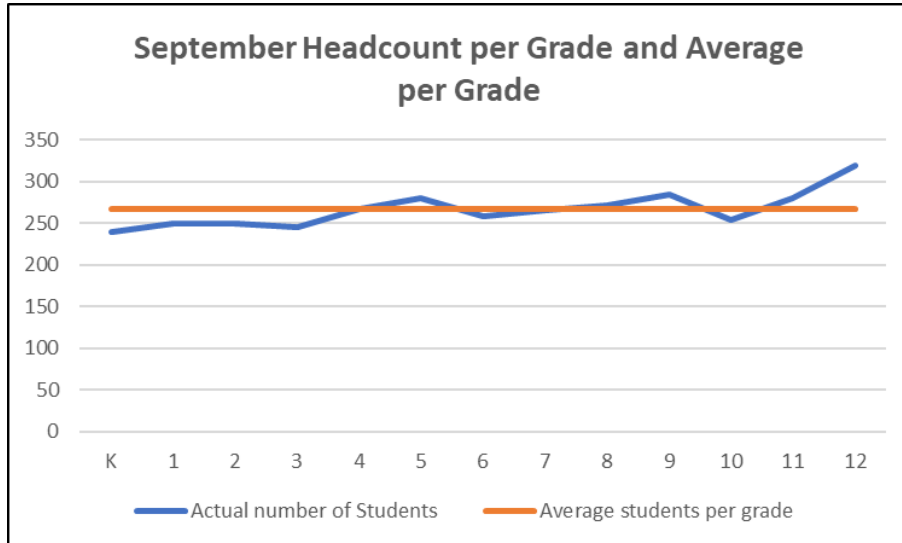


The actual number of students in each grade is presented in the following graph for 2014 (orange) and 2022 (blue). The graph shows that in 2014 the number of students per grade was between 200 and 250 and in 2022 the students per grade increased to between 250 to 300, which is reflective of the growth in the student population.

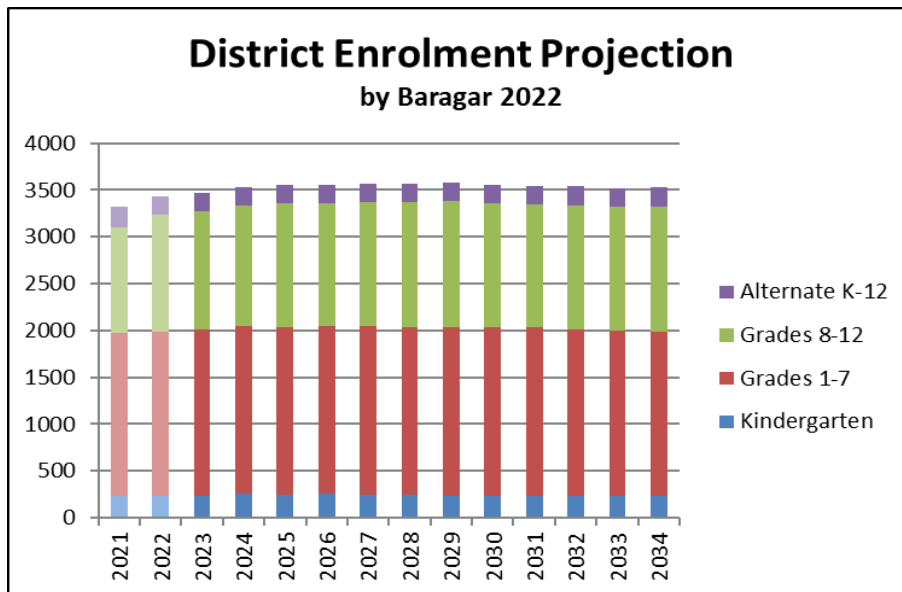


Long Range Facilities Plan

The following graph shows the average number of students per grade in orange and the actual number of students per grade in blue. The average number of students per grade from K to 12 was 267 in September 2022. As stated above, the number of students in grades K to 3 are below the average. As these cohorts move through the grades, the total district enrolment can be expected to decline unless there is in-migration bringing new students to schools across the grades. A high grade 12 number is due to students returning for a few courses to graduate.



The following graph displays the district’s actual and projected enrolment broken down by the number of students in full day kindergarten, grades 1 to 7, Grades 8 to 12, and alternate education programs. The graph shows very minor fluctuations in cohorts, and total district enrolment remains relatively constant at about 3,500 from 2024 to 2032.

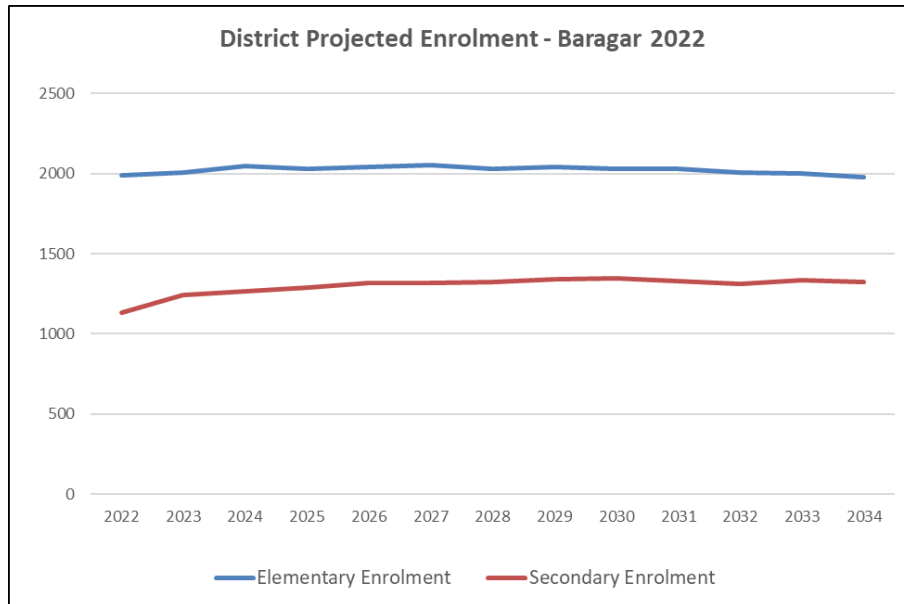


Long Range Facilities Plan

The District Enrolment graph above indicates that kindergarten numbers are relatively constant, which is based on the expected birth rate. Elementary numbers are based on current enrolment and projected birth rate. Elementary enrolment trends slightly higher initially and then slightly lower, and secondary numbers trend slightly lower.

Alternate program students are projected to be constant from year to year.

Enrolment projections for grade K to 7 (blue) and grade 8 to 12 (red) are presented in the following graph. It can be seen that the elementary enrolment is expected to remain just above 2,000 students, and is relatively constant over the planning timeframe. Secondary enrolment is projected to increase slightly and to remain below 1,400 students. The fluctuations of elementary and secondary student numbers result in a relatively constant total enrolment for the district.



Capital Assets

Facility Uses

The school district operates over 52,000 square metres of building area and has 56 hectares of property. The sizes of school sites meet and in most cases exceed the Ministry site size guidelines for the current school nominal capacity; there is site capacity for future expansion of all schools. The school district also owns several sites which are not currently required for school use; one is used as community centre, one is leased to the regional district and is used as a park, one is a crown land grant, and some are occasionally used for school programming.

An inventory of School District Facilities is presented in Appendix A.

The school district operates three secondary schools, nine elementary schools and two alternative education schools. Each secondary school is fed by a family of elementary schools. The school district grade configuration is primarily the traditional K–7 and 8–12. However, in Pender Harbour, Madeira Park Elementary offers K to 6 and the secondary school accommodates grades 7 to 12.

The school district operates five Strong Start programs for early childhood development. There are also five childcare programs, two in Gibsons zone and three in Sechelt zone. The locations are shown in the adjusted capacity table in Appendix B.

The district also operates several District Support buildings for the Maintenance department, IT department, and district storage. The school district administrative offices are located in a portion of a building leased from the Town of Gibsons, and district support and curriculum development programs operate in surplus classrooms at Kinnikinnik Elementary School and Chatalech Secondary School.

The school district has 21 portables which are located at eight of the schools. The portable classrooms are not considered in the capacity analysis. They should not be considered for permanent classroom use, however, they are important to accommodate fluctuations in enrolment at schools. They provide instructional space for music, the district outdoor education program, childcare, and district storage. There is also one full-day kindergarten module added to Cedar Grove Elementary School in 2012, which is included in the school capacity.

The school district leases a portion of The SEYC School to the French Education Authority (CSF) for their regional French school and a portion to District of Sechelt for a youth drop-in program. The Sechelt facility also accommodates two Strong Start programs, a child care facility, and an alternative education program.

Long Range Facilities Plan

Facility Condition

The Ministry initiated Capital Asset Management Services (CAMS) in 2009/10 and completed standardized facility condition assessments (FCA) of all schools in the Province by the firm VFA. The FCAs for all schools in the province provide the Ministry with comparable data to support the Provincial capital plan for building renewal. Schools in the Sunshine Coast School District were last assessed in 2022 and the report was provided in January 2023. The results are presented in the following table.

The Facility Condition Index (FCI) is the primary indicator of the overall condition of the building systems and miscellaneous structures and furnishings. In general, schools with a rating larger than 0.7 may be considered for replacement. As shown in the table below, the district average FCI is 0.46 and Elphinstone at 0.64 is the school with the most building needs at the time of the assessments. It is apparent that no schools in the district require replacement. Through application of Ministry funding provided annually, upgrades to various building systems will be completed to extend the life of the schools beyond the capital plan timeframe.

School District Building Condition Assessment Results (VFA 2023)		
Site	size (sm)	FCI
Elphinstone Sec	8,254	0.64
Langdale Elem	1,471	0.57
Gibsons Elem	3,778	0.01
Cedar Grove Elem	2,819	0.59
Roberts Creek Elem	2,904	0.42
Chatelech Sec	9,727	0.52
Davis Bay Elem (Total)	1,577	0.44
Davis Bay Annex (old school)	285	0.28
Sechelt Elem	3,417	0.54
Kinnikinnick Elem	3,238	0.29
West Sechelt Elem	3,057	0.29
Halfmoon Bay Elem	2,113	0.29
Pender Harbour Elem-Sec	3,171	0.48
Madeira Park Elementary	1,426	0.36
Board Office (leased)	491	0.44
Heritage Building - Gibsons Alternate Program	850	0.26
Pheonix Building - Sechelt Alternate Program		0.43
Esprit Daycare at Elphinstone	295	0.52
Maintenance Building	714	0.41
School District Total		0.46

Long Range Facilities Plan

The Sechelt Early Years Centre

The VFA building condition details of The SEYC are presented in the following table. It can be seen that the school consists of five buildings; two buildings are leased to the French Education Authority (CSF), one building is leased to a non-profit for youth programs, one building is used for the Strong Start program and child care, and the Sunshine Building is used for the school district's Alternative Education School programs. The total FCI is 0.59. The Sunshine Building is over 90 years old and has an FCI of 0.53, which indicates the building systems have been upgraded. A classroom block in building five is leased by the French School Board (CSF) for their French school. The FCI for this building is 0.73 which indicates building renewal is required. The CSF is pursuing a new school on a site they own, so building renewal of building five has been minimized.

Sechelt Early Years Centre Building Condition (VFA)				
Block	Use	Date Opened	Building Size	FCI
Building one - Main School	Strong Start & YMCA Child Care	1956	1,630	0.53
Building two - Original School	Sunshine Building - Alternative Education School	1932	846	0.53
Building three - Old Gym	Leased to CSF French School for Library	1953	280	0.49
Building four - Classroom block	Leased for Sechelt Youth Drop-in Centre	1953	142	0.49
Building five - classroom block	Leased to CSF for French School	1960	519	0.73
Misc structures & furnishings				0.68
Facility Total			3,417	0.54

Operations and Maintenance

The school district has a maintenance department funded from the operating budget and staffed with permanent custodians and skilled and semi-skilled tradespeople, that provide custodial services and minor repairs to normal wear and tear of buildings and grounds. The school district uses the Annual Facilities Grant, School Enhancement Program and Carbon Neutral Capital Program funding to engage contractors to address larger maintenance projects such as roofing, flooring, exterior painting and mechanical and electrical system upgrades. The Maintenance Department also manages utilities services and conservation initiatives. It operates out of an industrial style building on property leased from the Town of Gibsons. The building and site size are not adequate to accommodate the shops and storage necessary to efficiently service the district's various capital assets, therefore, unrecognized space in schools is being used to augment the shops and storage areas. Similarly, the IT Department which services all the computers and network systems in the school district, operates in substandard space in a heritage building and unrecognized space in several school facilities.

Student Transportation System - Buses

School District 46 has relied on contracted bus services to meet student transportation requirements. In order to gain more flexibility and efficiency in meeting some of the unique program needs, the school district has purchased buses through Capital funding from the Ministry. The focus has been on electric buses. As the bus inventory increases, the school district will require a proper transportation facility including a maintenance shop and compound for parking the buses.

Capacity Utilization

Purpose of Capacity Utilization Analysis

Capacity utilization is calculated as follows:

$$\frac{\text{Enrolment}}{\text{Operating Capacity}} \times 100\% = \text{Capacity Utilization}$$

Capacity utilization analysis is a useful means of determining how efficiently capital assets are being utilized. Capacity utilization analysis can identify overcrowding at particular schools that may need to be addressed in the short to medium term. Capacity utilization analysis can also identify where surplus space exists that can be made available for other purposes.

Capacity utilization is also an important tool utilized by the Ministry of Education to assess capital funding requests. The capacity utilization thresholds that have been applied by the Ministry of Education are as follows:

Capacity Utilization Threshold	
Category	Threshold
Elementary Schools	100%
Secondary Schools	110%
Overall	95%

Nominal capacities are set by the Ministry of Education and match how the school was designed and constructed. Operational capacity takes into consideration class size and composition limits prescribed by the Ministry of Education. Class size capacities are presented in the following table.

Allowable Class Size Limits		
Grades	Nominal	Operational
Kindergarten Classrooms	20	19
Primary Classrooms, grade 1 to 3	25	21
Intermediate Classrooms, grade 4 to 7	25	25
Secondary Classrooms, grades 8 to 12	25	25

Adjustments to the operating capacity vary due to the introduction of new programs such as Strong Start or authorized child care programs. There are also district programs operating in the schools which reduce the capacity. Nominal and adjusted operating capacities of Sunshine Coast School District schools are presented in the following table sorted by family of schools. There are also five childcare programs

Long Range Facilities Plan

operating which occupy teaching modules, however, these spaces have not been included in the adjusted capacity except at Gibsons Elementary which has purpose-built child care space.

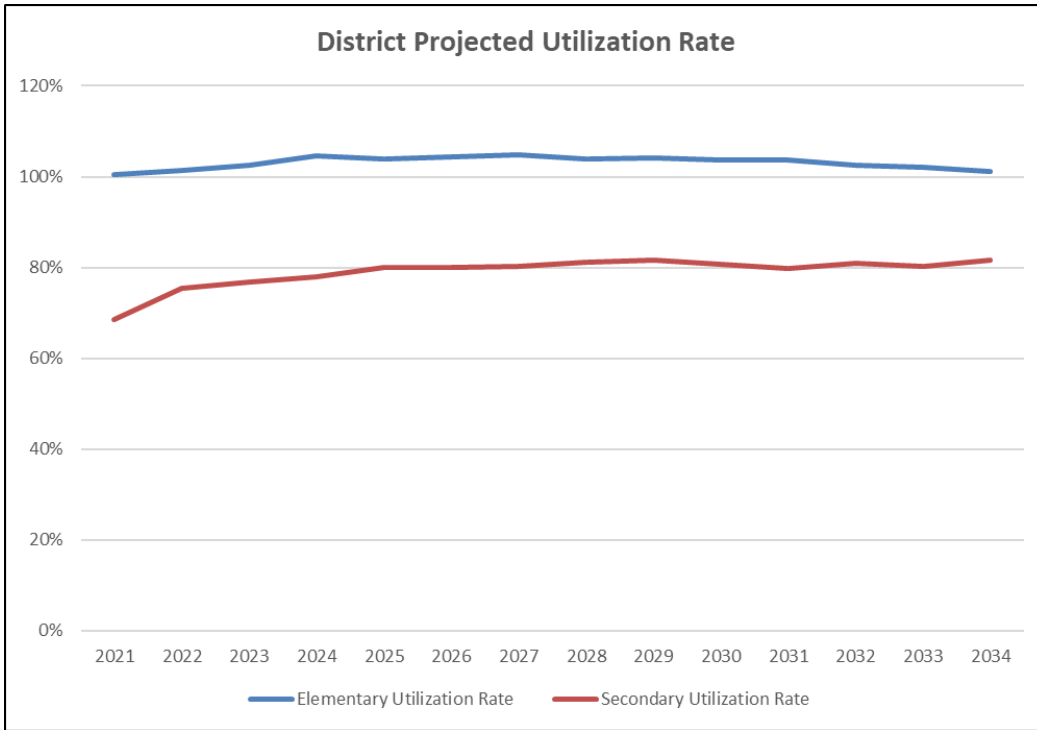
Nominal and Operating Capacities Adjusted for Strong Start and Full Day Kindergarten

Adjusted Capacity including FDK and Strong Start									
Gibsons Zone		Capacity			Strong	FDK	Adjusted Cap		
Site	Grades	Nominal	FDK	1 to 12	Start	Modular	FDK	1 to 12	K to 12
Elphinstone Sec	8 to 12	675	0	675			0	675	675
Langdale Elem	K to 7	20K 100	19	93			19	93	112
Gibsons Elem	K to 7	40K300	38	279	1		38	279	317
Cedar Grove Elem	K to 7	40K 250	38	163		1	38	163	201
Roberts Creek Elem	K to 7	20K 300	19	230	1		19	230	249
Gibsons Zone Total			114	1440			114	1440	1554
Sechelt Zone		Capacity			Strong	FDK	Adjusted Cap		
Site	Grades	Nominal	FDK	1 to 12	Start	Modular	FDK	1 to 12	K to 12
Chatelech Sec	8 to 12	900	0	900			0	800	800
Davis Bay Elem & Annex	K to 7	20K 125	19	135			19	135	154
Sechelt Elem (leased out)	K to 7	20K 325	19	303	1		0	0	0
Halfmoon Bay Elem	K to 7	20K 175	19	163	1		19	140	159
Kinnikinnick Elem	K to 7	20K 450	38	322			38	302	340
West Sechelt Elem	K to 7	40K 300	38	279			38	279	317
Sechelt Zone Total			133	2102			114	1656	1770
Pender Harbour Zone		Capacity			Strong	FDK	Adjusted Cap		
Site	Grades	Nominal	FDK	1 to 12	Start	Modular	FDK	1 to 12	K to 12
Pender Harbour Elem-Sec	7 to 12	175	0	175			0	175	175
Madeira Park Elem	K to 6	20K 125	19	113	1		19	90	109
Pender Harbour Zone			19	288			19	265	284
District Total							247	3361	3608

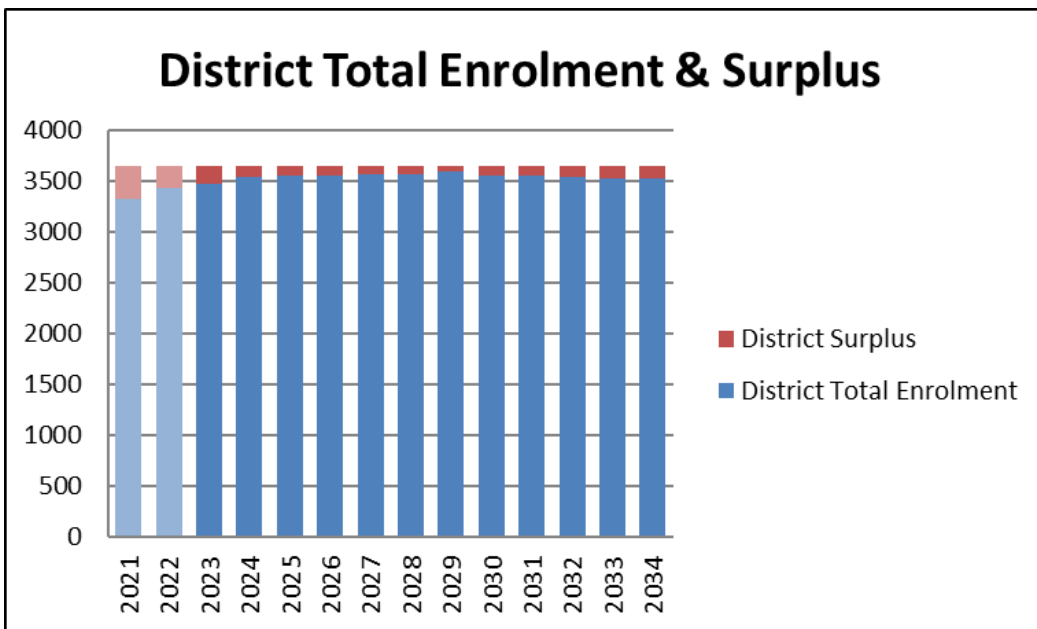
The school district's total operating capacity for kindergarten to grade 12 is 3,608 students.

The following graph presents the district utilization rate for K to 7 (blue) and 8 to 12 (red). It can be seen the utilization rate for elementary grades is above 100% which indicates the enrolment in K to 8 exceeds the capacity of the elementary schools. The utilization rate for secondary grades is approximately 80%, which indicates enrolment in grade 8 to 12 is below the secondary school capacity.

Long Range Facilities Plan



The following graph shows the school district total of actual and projected enrolment from Baragar and the surplus operating capacity by year. The graph shows the surplus capacity in red and the total district projected enrolment in blue. The surplus number of seats ranges from approximately 300 in 2022, and decreasing to 100 over the planning timeframe.



Long Range Facilities Plan

The grade configuration of the schools in a zone has an impact on the enrolment and the capacity of the schools. The current average capacity per grade is shown in the following table.

	Adjusted Capacity	Grades	Capacity per Grade
FDK	247	FDK	247
Elementary	1711	1 to 7	244
Secondary	1650	8 to 12	330
K to 12	3608	K to 12	278

As shown in the above table, the capacity in kindergarten is 247, grades 1 to 7 is 244 per grade, and grades 8 to 12 is 330 per grade. The variance in capacity per grade between elementary and secondary grades was created by the reduction in the capacity of Gibsons Elementary when it was replaced in 2014, and the closure of Sechelt Elementary due to the large decline in enrolment prior to 2015. In addition, the introduction of full day kindergarten required classroom space in a number of elementary schools.

Based on the normal flow of students through the grades, it appears the grade structure as established will result in under utilized capacity at the secondary level. There are 100 surplus seats per grade at the secondary school level and unless there are over 100 students per year added to the secondary school through in-migration, there will be vacant seats. Another consideration to reduce the over capacity at the secondary schools would be to increase the number of grades offered at the secondary schools.

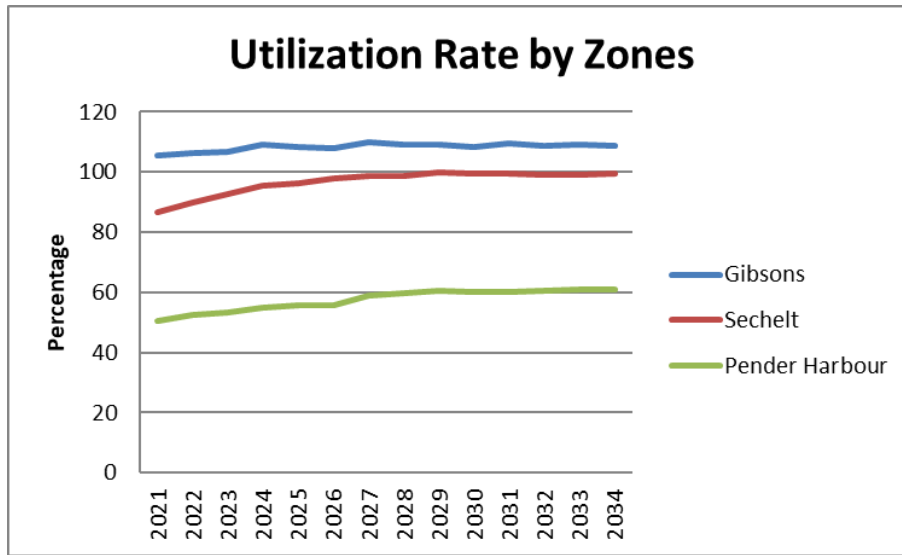
School District Capacity Utilization - Three Zone Analysis

The school district will be considered as three zones for capacity utilization analysis due to the linear nature of the residential development along the coastline, the travel time, distances and the limited access. The zones align with the family of schools for each secondary school. The following map of the school district shows the location of each school.

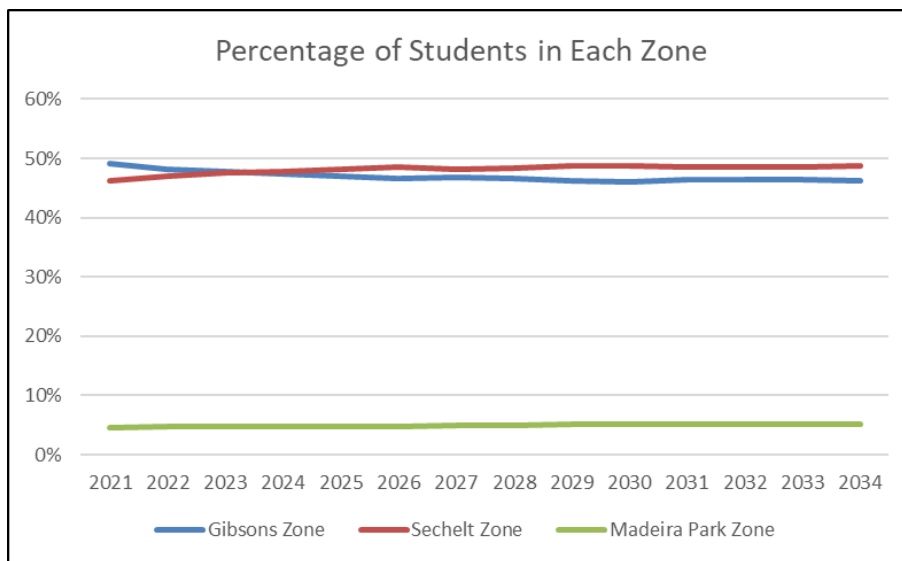


The utilization rate based on the current operating capacities for the three zones is shown in the following graph. The Gibsons Zone utilization rate is relatively constant and exceeds 110% throughout the plan timeframe. The Sechelt Zone utilization rate increases from 85% to over 100% by 2028. The utilization rate for the Pender Harbour Zone remains relatively stable at 60%. Portable classrooms are being used at several elementary schools to address overcapacity conditions.

Long Range Facilities Plan



The following graph presents the percentage of students in each zone. As shown in the graph, Madeira Park Zone has approximately 5% of the students and the remaining students are almost evenly split between the Gibsons and Sechelt Zones.



The graph of capacity utilization rate and the graph of enrolment is presented below for each family of schools at three milestones – actual 2022 enrolment, and projected 2027 and 2032 enrolment.

Gibsons Zone:

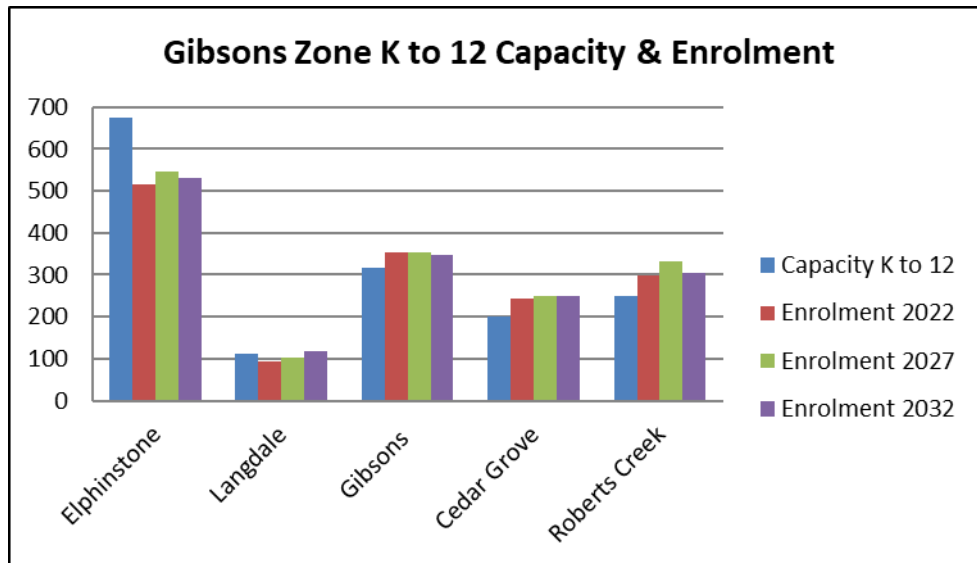
Gibsons Zone consists of Langdale, Gibsons, Cedar Creek and Roberts Creek Elementary schools which accommodate students from kindergarten to grade 7, and feed in to Elphinstone Secondary School which accommodates students from grades 8 to 12.

Long Range Facilities Plan

Below is a table and two graphs which present the enrolment and utilization for the schools and the zone. The combined elementary schools have a utilization rate ranging from 112% in 2022 to 118% in 2027 and 116% in 2032 which indicates there is a long-term shortfall in elementary school capacity in the Gibsons Zone. The secondary school has a utilization rate is also relatively constant ranging from 76% in 2022 to 81 % in 2027 and 79% in 2032, which indicates there is adequate secondary school capacity for the foreseeable future.

Gibsons Zone	Grade	Functional	K to 12 Enrolment			K to 12 Utilization (%)		
Site	Configuration	Capacity	2022	2027	2032	2022	2027	2032
Elphinstone	8 to 12	675	515	547	531	76	81	79
Langdale	K to 7	112	93	103	119	83	92	106
Gibsons	K to 7	317	353	354	348	111	112	110
Cedar Grove	K to 7	201	243	249	250	121	124	124
Roberts Creek	K to 7	249	298	331	304	120	133	122
Gibsons K to 12 total		1554	1502	1584	1552	97	102	100
Elementary total		879	987	1037	1021	112	118	116
Secondary total		675	515	547	531	76	81	79
Shortage of Seats K to 7			108	158	142			
Surplus of Seats 8 to 12			160	128	144			

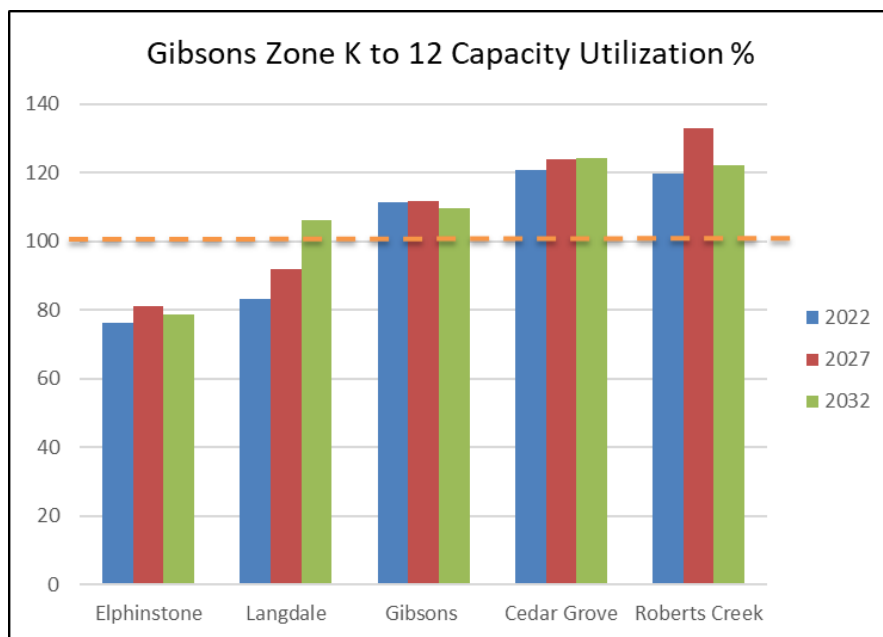
Enrolment projections are shown in the following graph. Elphinstone will have over 128 surplus seats. Gibsons, Cedar Grove and Roberts Creek all have enrolments exceeding their capacity by about 50 students. Langdale currently has surplus capacity, however, enrolment is expected to exceed the capacity by 2032. The shortfall in capacity at the elementary schools is expected to increase from 108 to 158 by 2027.



The capacity utilization graph below shows that Elphinstone will experience stable enrolment at approximately 80% utilization. Gibsons, Cedar Grove and Roberts Creek have enrolments that exceed their capacity and are expected to remain relatively constant. They have utilization rates of 110% to

Long Range Facilities Plan

124%, which are being addressed through the use of portable classrooms. Langdale is currently at 83 % and is projected to increase to 106%.



Sechelt Zone:

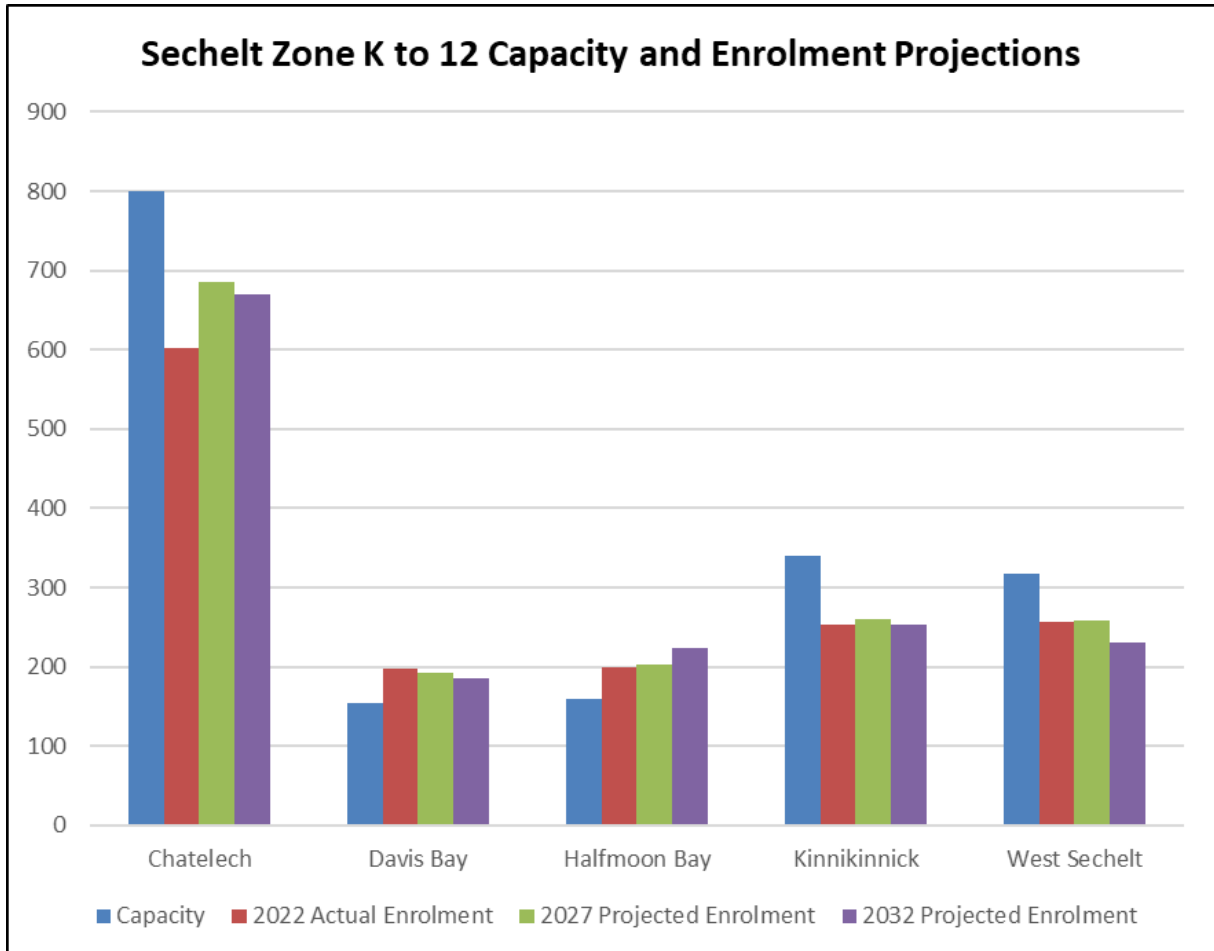
Sechelt Zone includes Davis Bay, West Sechelt, Kinnikinnick and Halfmoon Bay Elementary Schools which accommodate students in grades kindergarten to grade 7, and feed in to Chatelech Secondary School which accommodates students in grades 8 to 12.

Below is a table and two graphs which present enrolment and utilization data for the schools and the zone. The K to 12 utilization rate for the zone is projected to remain relatively constant, ranging between 85% in 2022 to 90% in 2027, and 88% in 2032. Elementary utilization rate in 2022 is 93% and is projected to be constant for the next 10 years. The secondary utilization rate is 75% and is projected to increase to 92% by 2032. There are currently 64 surplus seats in elementary and 197 surplus seats in secondary to accommodate future enrolment growth in the zone.

Sechelt Zone Enrolment Projection Baragar 2022								
Sechelt Zone	Grade	Functional	K to 12 Enrolment			K to 12 Utilization (%)		
Site	Configuration	Capacity	2022	2027	2032	2022	2027	2032
Chatelech	8 to 12	800	603	686	669	75	86	84
Davis Bay	K to 5	154	197	192	185	128	125	120
Halfmoon Bay	K to 7	159	199	203	223	125	128	140
Kinnikinnick	K to 7	340	253	260	253	74	76	74
West Sechelt	K to 7	317	257	259	230	81	82	73
Sechelt K to 12 Total		1770	1509	1600	1560	85	90	88
Elementary Total		970	906	914	891	93	94	92
Secondary Total		800	603	686	669	75	86	84
Surplus Seats in Elementary			64	56	79			
Surplus Seats in Secondary			197	114	131			

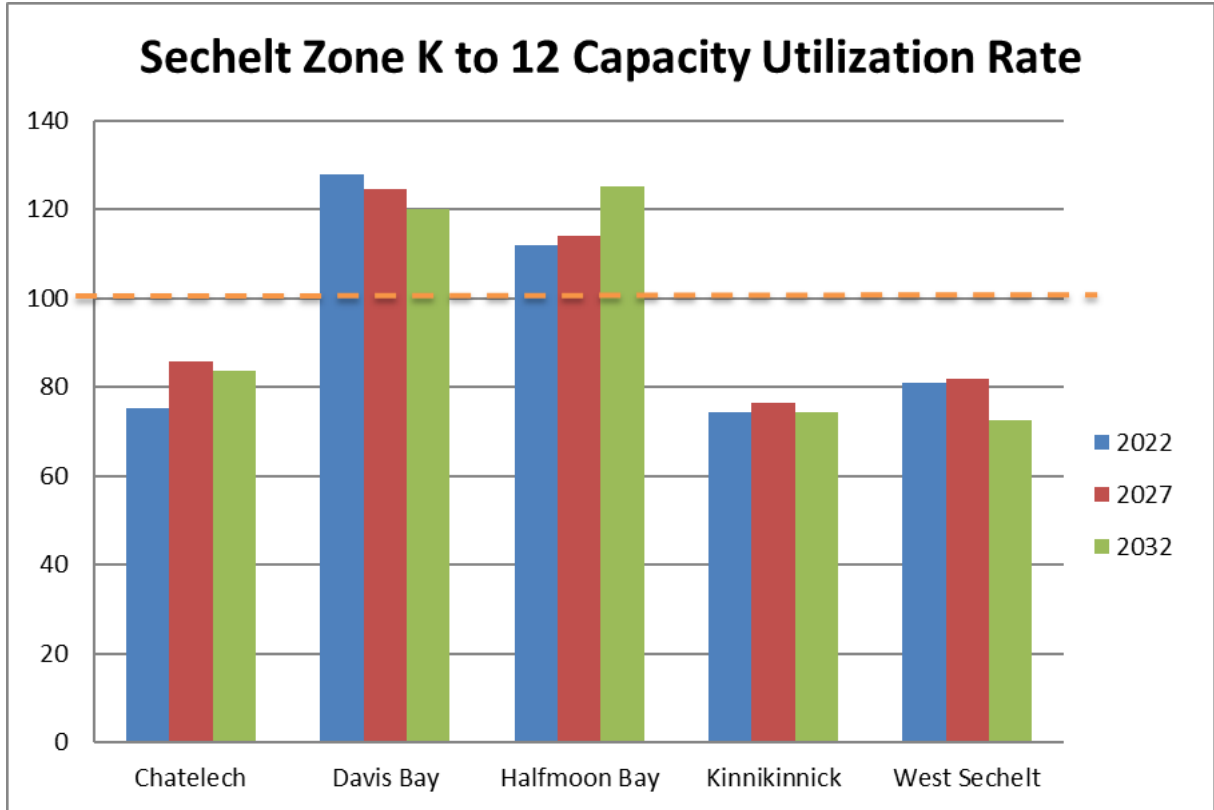
Long Range Facilities Plan

The enrolment graph below shows Chatelech Secondary enrolment increasing from approximately 600 students to under 700 students by 2032. There will be over 100 surplus seats available for future growth. Davis Bay and Halfmoon Bay have enrolments that exceed their capacity by about 50 students. Kinnikinnick and West Sechelt have capacity that exceed their enrolment by approximately 70 students.



Long Range Facilities Plan

As shown in the following graph, the Chatelech utilization rate is 75% and is projected to increase to over 86% by 2027 and remain relatively constant. Davis Bay and Halfmoon Bay utilization rates are approximately 128% , and are projected to remain over 120% for the next 10 years. Kinnikinnick and West Schelt utilization rates are expected to remain at 80% through the study period. The SEYC is not included in this analysis as there are only alternative education students attending the school.



Pender Harbour Zone:

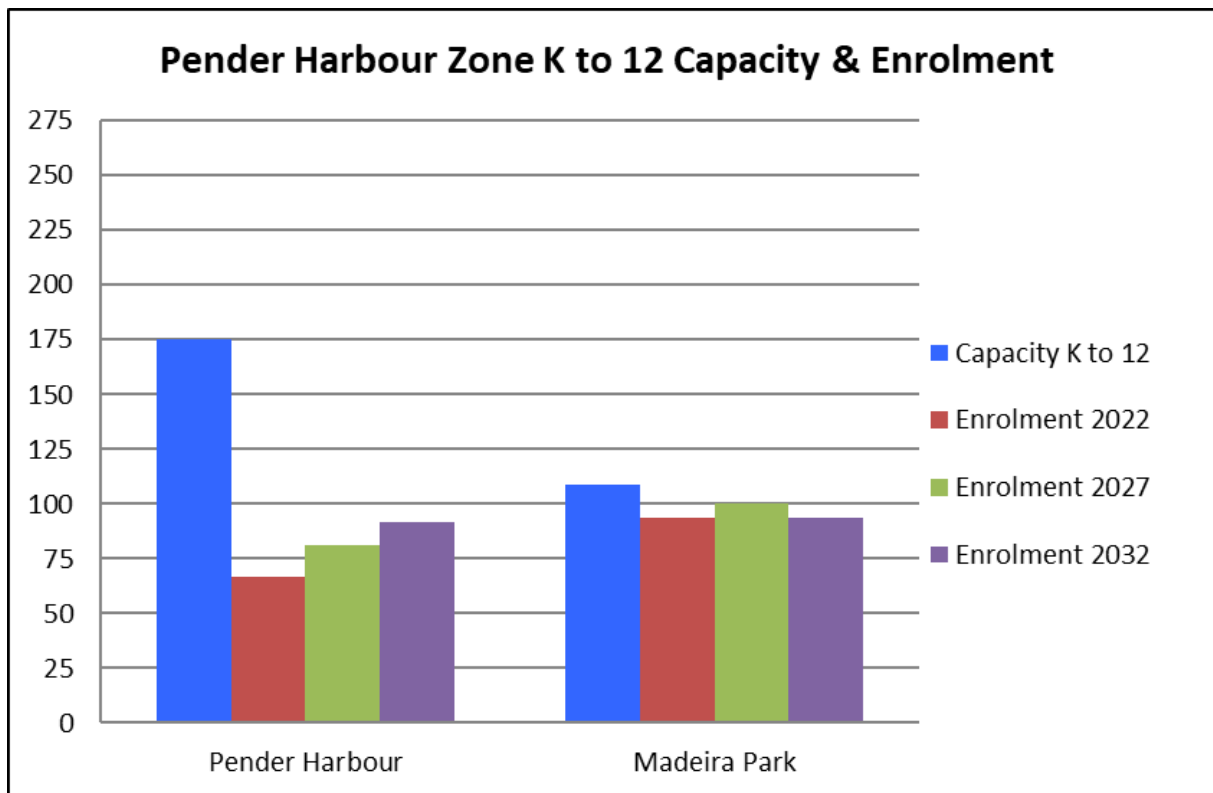
Long Range Facilities Plan

Pender Harbour Zone consists of Madeira Park Elementary School which accommodates students from kindergarten to grade 6, and feeds into Pender Harbour Secondary School which accommodates students from grades 7 to 12.

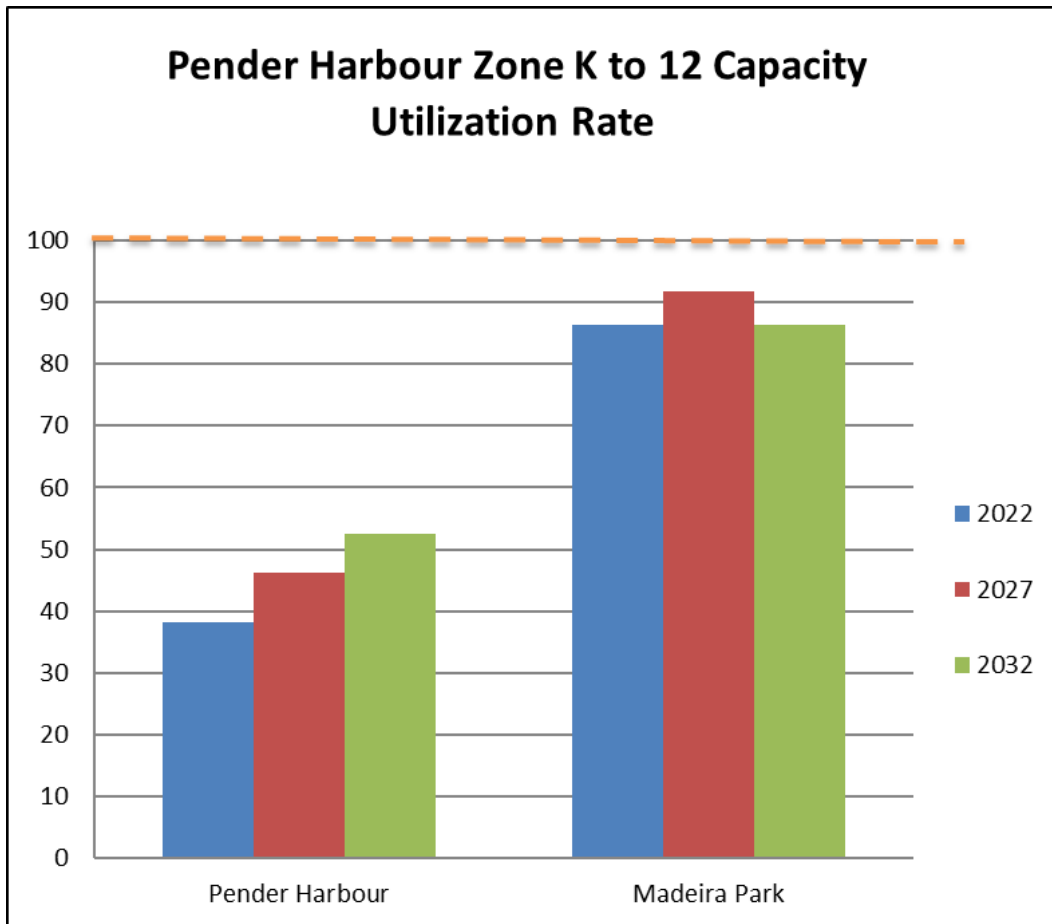
The secondary utilization at Pender Harbour was 38% in 2022 and is projected to increase to 53% by 2032. Madeira Park utilization rate was 86% in 2022 and is projected to remain at this rate to 2032.

Pender Harbour Zone		Grade	Capacity	Enrolment			Utilization (%)		
Site	Configuration	K to 12	2022	2027	2032	2022	2027	2032	
Pender Harbour	7 to 12	175	67	81	92	38	46	53	
Madeira Park	K to 6	109	94	100	94	86	92	86	
Total		284	161	181	186				
Surplus Seats in Elementary			15	9	15				
Surplus Seats in Secondary			108	94	83				

The enrolment analysis presented in the table above and the graph below indicates Madeira Park Elementary will have about 15 surplus seats, while Pender Harbour Secondary will have 108 to 83 surplus seats over the planning timeframe.



The following graph presents the utilization rate for Madeira Park Zone. The projections indicate there will be significant surplus capacity at the secondary school for the foreseeable future. The elementary school rate is 86% and will exceed 90% utilization by 2027, it is predicted to drop to 86% by 2032.



Impact of Estimated New Development

The District of Sechelt provided the following housing development projections. Combined with the BC Stats student cohort projections and the actual growth rate over the past 10 years, an estimate has been made on the student generation for Sechelt Zone and Gibsons Zone as both zones are experiencing new development. Baragar projections include the development trend, so there is some development included in the enrolment projections they have provided. Development at a faster rate may result in some additional enrolment over the planning timeframe. The estimates of additional enrolment for the two zones are presented in the following tables. The potential growth in enrolment has not been included in the tables and graph. They are provided as an indicator of future utilization rates.

Long Range Facilities Plan

Sechelt & Gibsons Zone Development 2022 to 2032				
Density	Projected Units 2008 to 2028	Units per Year	Generation rate	Annual Student Growth
Low (House)	650	32.5	0.25	8.13
Medium (Townhouse)	1114	55.7	0.10	5.57
High (condo)	198	9.9	0.015	0
Annual Total growth				14
Annual growth per grade				1.1
Annual K-7 growth				9
Annual 8 to 12 growth				5
Growth from Development				
		2022	2027	2032
	K to 7	0	43	85
	8 to 12	0	27	53

The impact of the estimated potential additional residential development in the Gibsons Zone is presented in the following table. The overall result is that there may be an additional 138 students. The utilization rate for elementary schools will increase to 126% by 2023 and 87% for secondary school. Total capacity shortfall for elementary schools may increase from 112 seats to 126 seats by 2032. The surplus capacity at the secondary school may decrease from 76 seats to 87 seats by 2032.

Estimated Impact of Gibsons Zone Housing Development on K to 12 Enrolment				
	Capacity	2022	2027	2032
Baragar K to 7 projection	879	987	1037	1021
Students K to 7 from Development		0	43	85
Revised K to 7 Total Enrollment		987	1080	1106
Possible Capacity shortfall (seats)		108	201	227
Revised K to 7 Utilization (%)		112	123	126
Baragar 8 to 12 Enrolment	675	515	547	531
Students 8 to 12 from Development		0	27	53
Revised 8 to 12 Total Enrollment		515	574	584
Possible Capacity Surplus (seats)		160	101	91
Revised 8 to 12 Utilization (%)		76	85	87

The impact of potential additional development in the Sechelt Zone is presented in the following table. The overall result is that there may be an additional 138 students by 2032. The utilization rate for the elementary schools will increase to 101% and 90% for the secondary school. The total capacity surplus for elementary schools may decrease from 64 seats to a shortfall of six seats by 2032. Surplus capacity at the secondary school may decrease from 197 seats to 78 seats by 2032.

Long Range Facilities Plan

Impact of Sechelt Zone Housing Development on K to 12 Enrolment					
		Capacity	2022	2027	2032
Baragar Total K to 7 projection	K to 7	970	906	914	891
Students K to 7 from Development	K to 7		0	43	85
Revised K to 7 Total Enrolment			906	957	976
Possible Capacity Surplus (seats)			64	13	-6
Utilization Rate K to 7			93	99	101
Baragar 8 to 12 student enrolment			603	686	669
Students 8 to 12 from Development	8 to 12	800	0	27	53
Total 8 to 12 students with Development			603	713	722
Possible Capacity Surplus (seats)			197	87	78
Utilization Rate 8 to 12 with Development			75	89	90

Summary Observations

Capacity utilization is an effective means of measuring the use of available space for instructional purposes. Functional capacity may vary from year to year based on actual student population and class size, and composition considerations.

In the Gibsons Zone, the elementary school capacity has been exceeded and will remain so for the foreseeable future. Portable classrooms are required to address the shortage of classrooms pending construction of additional permanent facilities. The secondary school will have adequate capacity for projected enrolment for the foreseeable future.

The Sechelt Zone has capacity available for current enrolment and projected future growth. The future development may increase enrolment which will utilize the existing surplus capacity by 2032. Portable classrooms are being used to address the capacity shortfall at Davis Bay Elementary and Halfmoon Bay Elementary Schools. This approach is seen as the most effective solution due to the long travel distances between the schools, which makes boundary changes less suitable due to the added transportation costs. Kinnikinnick and West Sechelt have capacity to accommodate future enrolment growth. Chatelech Secondary has capacity for projected future growth.

In the Pender Harbour Zone, Madeira Park Elementary School and Pender Harbour Elementary/Secondary School have capacity to accommodate projected enrolment for the foreseeable future. The isolated location of the schools limits the potential for boundary adjustments to increase utilization in this zone.

It should be noted that the school district operates alternative education programs for approximately 200 students, who require schedule flexibility or do not perform well in the regular school environment. The programs operate in multiple locations in unrecognized space, which in some cases does not meet current standards for a regular school. Program spaces are not included in the capacity analysis. Alternative education students are not included in the zone utilization analysis.

Long Range Facilities Plan

The Sunshine Coast has become a more attractive location for families due to the increased ability to work on-line from home and the Sunshine Coast lifestyle. Opportunities for workers in services related to the aging population will also be attractive for working families. This trend may lead to higher enrolment growth than projected by the current models which are based on the trend of the last five years.

Capital Asset Utilization Initiatives

Capacity utilization analysis shows that there is currently surplus secondary school capacity in the three Sunshine Coast zones, which will remain for the duration of the plan. Throughout the school district, there are elementary schools with enrolment exceeding their capacity and some with surplus capacity in the short to medium term. In the Gibsons Zone, elementary school enrolment currently exceeds elementary school capacity by 108 seats and may increase to over 200 seats in the foreseeable future. There will continue to be a reliance on portable classrooms to accommodate the overcapacity in the Gibsons Zone, subject to expansion of elementary school capacity. In the Sechelt Zone, the elementary capacity currently exceeds the enrolment resulting in 64 surplus seats. Enrolment in the Sechelt Zone is projected to increase and the surplus will be fully utilized by 2032. Portable classrooms are being used to accommodate students in the schools which are overcapacity. In several schools, there is currently some space to accommodate a child care or other community-based services in purpose built NLC space, portables or unused classrooms.

Under these circumstances, the Board of Education will consider adjustments that make best use of existing capacity, request expansion of schools where required, use portable classrooms to address capacity shortfalls at elementary schools and expand services to students while supporting specific community funded programs such as child care that wish to operate while there is surplus space in schools.

The school district plans to pursue new programs to broaden the course offerings in indigenous ways of knowing and land-based learning for the student population throughout the Sunshine Coast.

Generally, the school district will:

- Request an expansion to Gibsons Elementary School.
- Consider adjustments to catchment areas and the student transportation plan to increase the use of available capacity.
- Consider further adjustments to grade configuration.
- Review opportunities for the delivery of additional outdoor educational programs guided by indigenous ways of knowing and including land-based learning.
- Make surplus facilities available for community or commercial use where supported by a favorable business case.
- Minimize the use of portables by transferring programs from portables to permanent facilities with surplus space.
- Adjust cross-boundary student approvals to maximize use of available capacity.
- Review the alternative education program requirements and locations.

The school district will undertake the following initiatives.

Long Range Facilities Plan

1. Pursue Expansion of Gibsons Elementary School

The school district will include a major capital project for the expansion of Gibsons Elementary School in the 2023/24 Five Year Capital Plan. The school currently has a utilization rate of 120% which is projected to increase.

2. Catchment Area Adjustments

The school district establishes catchment areas for all enrolling schools. Enrolments within each catchment area can change over time as a result of district program offerings, residential occupancy, approval of cross boundary students, new residential development, and redevelopment.

The school district will periodically review and amend catchment areas and cross-boundary approvals to address overcrowding and take advantage of existing surplus capacity. Adjustments will be based on:

- Enrolment considerations
- Class size considerations
- Facility considerations
- Educational staff consideration

The school district has restricted cross boundary registrations for the following schools due to over capacity at these schools: Gibsons, Cedar Grove, Roberts Creek, Davis Bay and Halfmoon Bay. Excess enrolment will be directed to schools with available capacity if possible.

3. Alternative Education Facilities Review

The school district operates a wide spectrum of alternate education programs under the Sunshine Coast Alternative Education School including the following:

Program	Grades	Location
NDVR	5/6 to 7/8	Sechelt – Sunshine Building
Flex Program	8 to 10	Sechelt – Sunshine Building
Horizons	10 to 12	Sechelt – Sunshine Building
OASIS Program	8 to 12	Gibsons – Heritage Building
Mangrove Program	8 to 12	Gibsons – Heritage Building
Field Social Development Program	3 to 5	Cedar Grove Elementary
Social Development Program	K to 2	Cedar Grove Elementary
Spider – Distributed Learning	K to 6	Roberts Creek Elementary
Spider – Distributed Learning	7 to 12	Sechelt – CLC Building (Community Learning Centre)
Continuing Education	Adults	Sechelt – CLC Building

Long Range Facilities Plan

In 2018, the Sunshine Building was assessed and assigned a high seismic risk. As a result, the school district will request a project to complete the seismic upgrade of the facility. In conjunction with the development of the business case for the seismic upgrade project, the school district will review the appropriate educational spaces to serve these non-conventional educational programs. Strategies to best utilize the available capital assets to maximize the facilities for these unique programs will also be considered.

The CSF is pursuing a new site for their French school. Should the CSF be successful, the school district will include the use of the former The SEYC facilities currently used by the CSF, in the Alternative Education Review.

4. Business Policies for Utilization of Surplus Space

Increased community use of surplus space in schools can result in additional building operating costs. The school district is not in a position to absorb these costs.

The school district will consider accommodation of community services in surplus school capacity and closed schools by community organizations, not-for-profits, and commercial entities where there is a favourable business case.

5. Promotion of Day Care Services at Elementary Schools

The school district notes that parents residing in the Sunshine Coast School District have choice, and some parents choose not to enroll their children in school district programs.

A number of school districts now encourage the establishment of day care programs at elementary schools. The school district will consider the establishment of day care programs at elementary schools with the objectives of:

- Building connections with parents before children are of school age
- Promoting development of early learning programs in schools
- Addressing the needs of families
- Making responsible use of surplus space

6. Consider implementation of New Programs

The school district will review new programs guided by indigenous ways of learning and land-based learning with additional outdoor education opportunities. Consideration should be given to locating the programs at schools with available capacity with suitable site conditions.

7. Secure Short or Long Term Tenants for Surplus Space

The school district will consider expressions of interest from prospective short and long-term tenants for surplus space. Opportunities to secure suitable tenants under business arrangements that are consistent with the business policies for utilization of surplus space will be considered.

8. Permanent Reductions to the Capacities of Schools

The school district recognizes that as a result of demographic changes and residential occupancy trends, some schools may have excess capacity that is beyond the needs of the school district or community services providers. This surplus space can impact operating costs as well as building renovation costs.

The school district has successfully adjusted the operating capacity of schools by using the space for district support services, educational programs, and community support programs. Most remaining surplus space is in the secondary schools, and it is not practical to consider permanent reductions to the capacity of these schools. In addition, the enrolment projections indicate the available capacity will be required in the future. Based on the current enrolment projections, there is no requirement to consider a permanent reduction of school capacities.

The school district recognizes that there is an operations and maintenance cost to portables and will remove portables that do not contribute to the long term educational or operational requirements of the school district. A variety of portable classrooms will be retained to address fluctuations in enrolment at the elementary schools due to enrolment growth or placement of district educational programs.

Capital Investment Priorities

The majority of capital investment in the next 10 years will be focused on extending the service life of existing active schools, and completing enhancements that improve student learning. The school district will pursue capital funding through the appropriate Ministry programs as presented in the 2023/24 Capital Plan Instructions and presented below.

The school district will also complete enhancements to schools to make them welcoming, accessible and to align with modern learning conditions. Where practicable, renovations will include gender neutral washrooms, increased breakout areas, outdoor education opportunities, and enhanced energy efficiency. In addition, consideration will be given to community partnerships for learning guided by indigenous ways of knowing and land-based learning.

The Sunshine Coast School District has an adequate inventory and distribution of elementary and secondary schools. The school district generally has capacity to accommodate enrolments. The residential development projected for Gibsons Zone is expected to result in enrolment that exceeds the available capacity, so expansion will be required in the short term. In addition, the school district will continue to review and adjust catchment areas, grade configurations, and placement of district programs to maximize utilization rates. Neighbourhood Learning Centre programs and partnerships with other agencies that have a beneficial business case will continue to be offered while surplus space is available.

The school district does not own modern industrial facilities for the school district's maintenance and operations services. It leases a site from the Town of Gibsons which includes an industrial building to accommodate the Maintenance Department. There are sub-standard spaces in various dispersed locations that are required to augment the maintenance operations. There are also dispersed and outdated educational facilities used to accommodate the IT Department. In addition, the school district is acquiring school buses to enhance the student transportation services. The school district will review options to create a modern, consolidated service support facility for the three key support functions. The use of surplus assets will be considered in this review.

The majority of capital investment in the next ten years will be focused on extending the service life of the existing active schools, and completing enhancements that improve student learning. The school district will pursue capital funding through the appropriate Ministry programs as presented in the 2023/24 Capital Plan Instructions and presented below. The school district will also pursue expansion of Gibsons Elementary School.

The school district will also complete enhancements to schools to align with modern educational learning including gender neutral washrooms, increased breakout area, outdoor education opportunities, energy efficiency, and community partnerships for learning.

Long Range Facilities Plan

Seismic Mitigation Program (SMP)

In 2005, the Ministry of Education engaged the Association of Professional Engineers of BC (APEGBC) and the University of British Columbia Civil Engineering Department, Earthquake Research Group to develop enhanced seismic risk assessment tools and seismic mitigation strategies. The Seismic Retrofit Guidelines have been upgraded with advances in the science related to ground motions and each five years with the changes to the National and BC Building Codes.

In 2018, a Seismic Risk Assessment was completed on the 90-year-old Sunshine Building which rated the structure as a high risk. A capital project has been included in the 2023/24 Five Year Capital plan to address the seismic upgrade.

The 2010 rating of all schools is included in Appendix D.

School Expansion Program (EXP)

The Ministry priority for new school, addition, or site acquisition projects is to areas experiencing consistent and rapid high density population growth and where space optimization has been demonstrated. EXP projects will not be eligible for funding consideration if adequate space is available at nearby schools.

Under the current capacity utilization rates in the three zones, the Gibsons Zone, with a utilization rate over 120%, is the high priority for an elementary school expansion. Therefore, the district will submit a EXP project in the Five Year Capital Plan for the expansion of Gibsons Elementary School.

A site acquisition project may be submitted to address the current lease arrangements with the Town of Gibsons for the Maintenance Facility site.

School Replacement Program (REP)

The Ministry will consider replacement projects where the school has reached the end of its useful life and further investment is not substantiated due to major structural issues or the accumulation of maintenance needs that would exceed the cost of replacement. School replacement projects are eligible for cost-sharing based on the school district's ability to contribute.

The Sunshine Building, which was constructed in 1932, is required to accommodate the Sechelt Alternate Education Program. In 2018 the Seismic Risk Assessment rated the facility a high risk. In order to address the educational program requirements, a replacement option will be considered as part of the business case for the seismic upgrade project business case. Capital funding sources will be reviewed at that time.

Building Envelope Program (BEP)

The Ministry established the BEP in 2006 to assist school districts with the identification and remediation of the causes and resultant damage from unintended water ingress where premature failure of the building envelope has occurred in schools built between 1985 and 2000.

Halfmoon Bay Elementary is the only school constructed in the specified timeframe, and there are no outstanding building envelope issues with that school. Therefore, there are no BEP projects in the Capital Plan.

School Enhancement Program (SEP)

The Ministry will contribute to the safety and function of schools through projects that extend the service life of the existing asset including:

- Electrical upgrades (power supply and distribution systems)
- Energy Conservation upgrades
- Health and Safety upgrades (fire systems, indoor air quality)
- Mechanical upgrades (heating, ventilation, plumbing)
- Roof upgrades

The school district will pursue SEP projects to enhance school facilities. Mechanical and electrical upgrades that create energy efficiencies and roof replacement projects are seen as the priority at this time. The implementation of features to enhance the educational program space will be incorporated where appropriate.

Carbon Neutral Capital Program (CNCP)

The Ministry will distribute funds for energy efficient projects that lower the school district carbon emissions.

The school district will continue to pursue CNCP projects.

Bus Replacement Program (BUS)

The Ministry considers buses capital assets and any new or replacement buses are funded through the Five-Year Capital Plan submission.

The school district currently provides most of the student transportation through a contract with a privately owned bus company with privately owned school buses. Through Provincial capital funding, the school district has obtained school buses to provide flexibility in student transportation. The district will continue to pursue improvements in the efficient transportation of students. Electric powered buses will be included in the apital funding requests.

Playground Equipment Program

PEP was established to provide playground equipment systems at schools that do not currently have one, or to replace aging playground equipment systems that may pose health and safety hazards.

Supporting inclusion and accessibility for all children, PEP funding will be requested to purchase and install new or replacement playground equipment that is universal in design, and is in compliance with accessibility measures as defined through the Canadian Standards Association.

Accessibility Program Requirements

The school district will continue to enhance the built environment to remove barriers for all users of the facilities and to promote enhanced access, communications and learning in accordance with the latest provincial Accessibility Legislation.

Long Range Planning

The school district will consult with local government at least once in each calendar year, appreciating that approval of new subdivisions, increased densification of existing residential areas, or changes in land use for established residential areas all could ultimately impact student enrolment in various areas of a school district. In a complementary manner, and in accordance with the School Act, the school district will review and consider any area community plans in place within its school district and consult with local government, including first nations, when preparing its Five Year Capital Plan. The goal is to ensure that the capital plan being developed for a school district is consistent with those community plans.

Advancing Near-Term High Priority Projects

1. Expand Gibsons Elementary School

Elementary schools in the Gibsons Zone currently have a utilization rate of 112% and a shortage of 108 seats. Based on Baragar projections, the shortfall will increase to 159 seats by 2027 and may exceed 220 seats by 2032.

The school district will submit a request for capital funding to complete the expansion of Gibsons Elementary School in the 2023 Five Year Capital Plan. Expansion of a second elementary school in the Gibsons Zone will be assessed as the outcome from projected development is verified.

2. Assess the Future Use of The SEYC

The school district operates dispersed facilities in the Sechelt area, such as a resource centre and alternative education program facilities. In addition, the school district has relocated the regular programs from The SEYC to neighbouring schools. The SEYC consists of five buildings of varying sizes and conditions. The school district continues to have two Strong Start programs and an Alternative Education program at the school. The French Education Authority (CSF) leases two of the buildings, a local non-profit society licenses the space to run a youth drop-in centre and there is a childcare program in the facility. The Sunshine Building, rated as a high seismic risk in 2018, has reached the end of its service life and needs to be replaced. The school district will review options for upgrading the Sunshine Building and for consolidation of facilities in the Sechelt Zone, including possible sources of locally generated funding to upgrade the consolidated facilities. The review will also consider future use of the classroom block currently leased by the CSF for their French school.

3. Continue the School Enhancement Program

The Ministry of Education initiated Capital Asset Management Services assessments of the District schools were completed in 2022. The results of the VFA Canada Corporation assessments will help inform school districts and the Ministry regarding the priority of building renewal projects.

The school district will utilize the results of the VFA assessments as well as Carbon Neutral funding to prioritize building renewal projects.

The school district will review priorities and coordinate Mechanical Upgrade projects with other building renewal work identified through building condition assessments and enhancements to the learning spaces.

Long Range Facilities Plan

The table below shows the current projects included in the Minor Capital Project Requests in the Current Five Year Capital Plan.

Project	Program	Funding Request	Project Type	Project Year	Project Description	Project Request Status
152007 - Davis Bay Elementary	PEP	165,000	New (PEP)	2021/2022	Limited existing playground equipment. No accessible playgrounds.	Draft
152008 - Langdale Elementary	PEP	165,000	New (PEP)	2021/2022	Limited existing playground equipment. No accessible playgrounds.	Draft
155577 - Davis Bay Elementary	PEP	165,000	Replacement (PEP)	2022/2023	Universally accessible playground	Draft
155578 - Langdale Elementary	PEP	165,000	Replacement (PEP)	2022/2023	Universally Accessible Playground	Draft
155579 - Langdale Elementary	CNCP	75,000	Electrical (CNCP)	2022/2023	LED Lighting upgrades to school	Approved
155580 - Kinnikinnick Elementary	SEP	600,000	Interior Construction (SEP)	2022/2023	Phase 2 - Excessive moisture in slab on grade is causing spalling and lifting the flooring throughout the facility. Perimeter drainage being addressed in 2022. This project is to remove damaged VC tile that is lifting throughout building, then polish or epoxy concrete slab. Due to the size and time limitations, this project will be addressed at 50% of the building each year, over 2 years.	Approved
155581 - Chatelech Secondary	CNCP	350,000	Electrical (CNCP)	2022/2023	LED Lighting Upgrade	Approved
155582 - Chatelech Secondary	CNCP	550,000	HVAC (CNCP)	2022/2023	Install air source heat pump as primary fuel source for hydronic heating. Install PV solar to offset increased electrical costs.	Draft
155583 - Elphinstone Secondary	CNCP	550,000	HVAC (CNCP)	2022/2023	Install air source heat pump as primary fuel source for hydronic heating. Install PV solar to offset increased electrical costs.	Draft
155584 - Elphinstone Secondary	SEP	500,000	Roofing (SEP)	2022/2023	Replace Roof Sections	Approved
155585 - Chatelech Secondary	SEP	625,000	Roofing (SEP)	2022/2023	Replace roof sections 11 and 14	Draft
155586 - Madeira Park Elementary	SEP	400,000	Roofing (SEP)	2022/2023	Replace roof sections 1,2, and 3	Draft
155587 - Elphinstone Secondary	SEP	200,000	Interior Construction (SEP)	2022/2023	Replacement of Vinyl Composite and Vinyl Sheet Flooring	Draft
157941 - Roberts Creek Elementary	CNCP	400,000	Electrical (CNCP)	2023/2024	LED lighting upgrade	Submitted
157961 - Kinnikinnick Elementary	CNCP	400,000	Electrical (CNCP)	2023/2024	LED lighting upgrade	Submitted
157962 - Cedar Grove Elementary	SEP	500,000	Interior Construction (SEP)	2023/2024	Full abatement of asbestos flooring and re-application.	Submitted
157963 - Kinnikinnick Elementary	PEP	165,000	New (PEP)	2023/2024	The facility does not have any universally accessible playground equipment	Submitted
158685 - Various	SEP	700,000	Roofing (SEP)	2023/2024	Re-roof various roofing sections	Submitted
158930 - Elphinstone Secondary	CNCP	50,000	Electrical (CNCP)	2023/2024	Install electric bus charging station in anticipation of acquiring electric school buses	Submitted
158931 - Transportation	BUS	152,534	New (BUS)	2023/2024	5 Electric buses in anticipation of bringing student busing in house	Draft

The major capital project submissions are included in the following table. These projects will be reviewed by the Ministry along with requests from school districts throughout the province. If a project is supported by the Ministry of Education, the business case which confirms the scope, schedule, budget and risks for the project will be initiated.

Name	Submission Category	Project Type	Total Project Cost	Project Description	Project Request Status	Submission	Facility	Publish Project
158804 - Gibsons Elementary	Addition	Addition	7,035,360	4-classroom expansion of elementary school to address overcrowding.	Submitted	Major 2023/2024 2022-06-30	Gibsons Elementary	Yes
158809 - Sechelt Elementary School (Building Two)	Seismic	Upgrade	3,603,325	Seismic upgrade to alternative school. This site is very much open and functioning with students attending daily.	Submitted	Major 2023/2024 2022-06-30	Sechelt Elementary School (Building Two)	Yes

Appendix A
Facilities Inventory

Long Range Facilities Plan

School Facilities Details										
Site	Date Opened	Nominal Capacity	K to 12 Operating Capacity	Existing Building Area	Actual Site Area	Ministry Allowable Site Area	Portables	Full Day K Module	Strong Start	Child Care
Elphinstone Sec	1952	675	675	8195	8.2	3.8	3 child care			1
Langdale Elem	1961	20K 100	112	1553	2.7	1.5	1			
Gibsons Elem	2014	40K300	317	3778	4.5	2.3	3		1	1(NLC)
Cedar Grove Elem	1977	40K 275	201	2840	1.9	1.6	2	1		
Roberts Creek Elem	1952	20K 300	249	2998	4.95	1.8	3		1	1
			1554							
Chatelech Sec	1976	900	800	9891	6.9	4.7	0			
Davis Bay Elem	1957	40K 75	154	1326	1.9	1.5	4			
Davis Bay Annex (old school)		0K50		256						
Sechelt Elem (leased out)	1936	20K 325	0	3413	2.2	1.8	1		1	1
Halfmoon Bay Elem	1989	20K 175	159	2193	2.4	1.5	3		1	
Kinnikinnick Elem	1999	20K 450	340	3363	3.7	2.5	0			
West Sechelt Elem	1964	20K 300	317	3057	2.1	2.3	0			1
			1770							
Pender Harbour Elem-Sec	1957	175	175	3164	2.3	2.2	0			
Madeira Park Elementary	1950	20K 125	109	1358	1.5	1.5	1 Community use		1	
Total K to 12			3608	47,385	45.2	29.0	21	1	5	5

Other Facilities and Properties		Date Opened	Bldg Area (sm)	Site Area (ha)
Sechelt Elementary - Sunshine Building	Sechelt Pheonix Alternative Education Programs	1932	846	incl
Sechelt Elementary classrooms & Gym	Leased to CSF for French School (Trail Bay Building)	1956	799	incl
Sechelt Elementary Main Bldg	Strong Start program & YMCA child care	1956	1,630	incl
Sechelt Elementary - bld 4	Leased to City for youth drop-in centre (Old Kindergarten Building)	1953	142	incl
Gibsons Heritage Learning Centre	Heritage Building on Gibsons Elementary School Site - Alternative Education Programs & District IT Department	1918	245	incl
District Maintenance Facility	Located on land owned by Town of Gibsons and provides offices, shops and compound for O & M resources to service the school district.	1990	357	Town (1.0)
School Board Office	Building belongs to the Town of Gibsons and is leased to SD		491	Town
Egmont School Site	Egmont Community Park			0.6
Pender Harbour (Kleindale)	Required for fire fighting water supply - Crown Grant			0.8
Madeira Park Waterfront	Outdoor Education Classroom			0.5
Hough Road	Vacant - Behind Crosstrainers and storage facility			1.8
Selma Park	Outdoor Education Classroom - Crown Grant			4.7
Trout Lake (former Halfmoon Bay Site)	2 portables used for Maintenance Storage - surplus		180	0.9
Old Irving Landing School - Pender Harbour	Heritage Building - Sarah Wray Hall -leased for Community Service	circa 1920	80	0.4
Child Care Facility - Elphinstone	Portable complex on the school site - leased (46008)	1983	85	
		Total	4,855	10

Appendix B
Adjusted Capacity for Each Zone

Long Range Facilities Plan

Adjusted Capacity including FDK and Strong Start									
Gibsons Zone		Capacity			Strong	FDK	Adjusted Cap		
Site	Grades	Nominal	FDK	1 to 12	Start	Modular	FDK	1 to 12	K to 12
Elphinstone Sec	8 to 12	675	0	675			0	675	675
Langdale Elem	K to 7	20K 100	19	93			19	93	112
Gibsons Elem	K to 7	40K300	38	279	1		38	279	317
Cedar Grove Elem	K to 7	40K 250	38	163		1	38	163	201
Roberts Creek Elem	K to 7	20K 300	19	230	1		19	230	249
Gibsons Zone Total			114	1440			114	1440	1554
Sechelt Zone		Capacity			Strong	FDK	Adjusted Cap		
Site	Grades	Nominal	FDK	1 to 12	Start	Modular	FDK	1 to 12	K to 12
Chatelech Sec	8 to 12	900	0	800			0	800	800
Davis Bay Elem & Annex	K to 5	20K 125	19	135			19	135	154
Sechelt Elem (leased out)	K to 7	20K 325	19	303	1		0	0	0
Halfmoon Bay Elem	K to 7	20K 175	19	163	1		19	140	159
Kinnikinnick Elem	K to 7	20K 450	38	322			38	302	340
West Sechelt Elem	K to 7	40K 300	38	279			38	279	317
Sechelt Zone Total			133	2002			114	1656	1770
Pender Harbour Zone		Capacity			Strong	FDK	Adjusted Cap		
Site	Grades	Nominal	FDK	1 to 12	Start	Modular	FDK	1 to 12	K to 12
Pender Harbour Elem-Sec	7 to 12	175	0	175			0	175	175
Madeira Park Elem	K to 6	20K 125	19	113	1		19	90	109
Pender Harbour Zone			19	288			19	265	284
District Total							247	3361	3608

Appendix C
Seismic Rating of School Blocks
from Ministry Website 2016

Long Range Facilities Plan

CEDAR GROVE ELEMENTARY	1	Classroom/Admin.	Medium	Non Structural Upgrade Required	Medium
CEDAR GROVE ELEMENTARY	2	Gymnasium	Low	Meets Structural Life Safety Requirements	Medium
CEDAR GROVE ELEMENTARY	3	Classroom	Low	Meets Structural Life Safety Requirements	
CHATELCH SECONDARY	1	Classroom	Medium	Non Structural Upgrade Required	Medium
CHATELCH SECONDARY	2	Shops	Medium	Non Structural Upgrade Required	
CHATELCH SECONDARY	3	Classroom (1996)	Low	Meets Structural Life Safety Requirements	
CHATELCH SECONDARY	4	Classroom/Admin/Theatre/Gymnasium	Low	Meets Structural Life Safety Requirements	
DAVIS BAY ELEMENTARY	1	Classroom/Admin.	Low	Meets Structural Life Safety Requirements	
DAVIS BAY ELEMENTARY	2	Gymnasium	Medium	Non Structural Upgrade Required	Medium
DAVIS BAY ELEMENTARY	3	Classroom Annex	Medium	Non Structural Upgrade Required	
ELPHINSTONE SECONDARY	1	Gymnasium/Classroom	Medium	Non Structural Upgrade Required	
ELPHINSTONE SECONDARY	2	Shop/Classroom	Medium	Non Structural Upgrade Required	Medium
ELPHINSTONE SECONDARY	3	Metal Shop	Medium	Non Structural Upgrade Required	
ELPHINSTONE SECONDARY	4	Classroom (East)	Medium	Non Structural Upgrade Required	
GIBSONS ELEMENTARY	1	Classrooms/Admin.	N/A	Completed	N/A
GIBSONS ELEMENTARY	2	Classrooms/Admin.	N/A	Completed	
GIBSONS ELEMENTARY	3	Gymnasium	N/A	Completed	
HALF MOON BAY ELEMENTARY	1	Classrooms/Administration	Low	Meets Structural Life Safety Requirements	
HALF MOON BAY ELEMENTARY	2	Gymnasium	Low	Meets Structural Life Safety Requirements	Medium
HALF MOON BAY ELEMENTARY	3	Classroom Pod	Medium	Non Structural Upgrade Required	
HALF MOON BAY ELEMENTARY	4	Ponables	Low	Meets Structural Life Safety Requirements	Low
HERITAGE LEARNING CENTRE	1	Classrooms	Low	Meets Structural Life Safety Requirements	Low
LANGDALE ELEMENTARY	1	Classrooms/Admin.	Medium	Non Structural Upgrade Required	Medium
LANGDALE ELEMENTARY	2	Gymnasium	Low	Meets Structural Life Safety Requirements	
MADEIRA PARK ELEMENTARY	1	Classrooms/Admin.	N/A	Completed	N/A
MADEIRA PARK ELEMENTARY	2	Classrooms	N/A	Completed	
MADEIRA PARK ELEMENTARY	3	Gymnasium	N/A	Completed	
PENDER HARBOUR ELEM-SEC	1	Classrooms/Shops/Administration	Medium	Non Structural Upgrade Required	Medium
PENDER HARBOUR ELEM-SEC	2	Gymnasium/Mezzanine	Low	Meets Structural Life Safety Requirements	
ROBERTS CREEK ELEMENTARY	1	Classrooms	Medium	Non Structural Upgrade Required	
ROBERTS CREEK ELEMENTARY	2	Classrooms/Admin.	Low	Meets Structural Life Safety Requirements	Medium
ROBERTS CREEK ELEMENTARY	3	Classrooms	Low	Meets Structural Life Safety Requirements	
ROBERTS CREEK ELEMENTARY	4	Multipurpose Room	Low	Meets Structural Life Safety Requirements	
ROBERTS CREEK ELEMENTARY	5	Gymnasium/Community Rooms	Medium	Non Structural Upgrade Required	
SECHULT ELEMENTARY (leased to CSF)	1	Classrooms/Annex	Medium	Non Structural Upgrade Required	
SECHULT ELEMENTARY	2	Library	Medium	Non Structural Upgrade Required	
SECHULT ELEMENTARY	3	Gymnasium	Medium	Non Structural Upgrade Required	
SECHULT ELEMENTARY	4	Classrooms/Admin.	Medium	Non Structural Upgrade Required	Medium
SECHULT ELEMENTARY	5	Classrooms/Admin.	Medium	Non Structural Upgrade Required	

Long Range Facilities Plan

SECHELT ELEMENTARY	6	Classrooms	Medium	Non Structural Upgrade Required
WEST SECHELT ELEMENTARY	1	Classrooms/Admin.	Medium	Non Structural Upgrade Required
WEST SECHELT ELEMENTARY	2	Classrooms/Community Rooms	Low	Meets Structural Life Safety Requirements
WEST SECHELT ELEMENTARY	3	Gymnasium	Low	Meets Structural Life Safety Requirements