

**NANAIMO LADYSMITH PUBLIC SCHOOLS  
BOARD OF EDUCATION  
ACTION SHEET**

DATE: August 28, 2024  
TO: Board of Education  
FROM: Mark Walsh, Secretary-Treasurer  
SUBJECT: Amendment to Capital Plan Bylaw No. 2024/25-CPSD68-03

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**Recommendation:**

***That the Board of Education approve the amendment to Capital Bylaw No. 2024/25-CPSD68-02 to read Capital Bylaw No. Capital Bylaw No. 2023/24-CPSD68-03, reflecting the Ministry of Education and Child Care's amendment to the Annual Programs Funding Agreement.***

**Background:**

The Ministry of Education and Child Care has agreed to fund a 6-classroom prefabricated/modular addition at Wellington Secondary School. This request was approved for the 24/25 Capital Plan year via a revised response letter dated July 17, 2024, attached as Appendix A.

Wellington Secondary School is located at 3135 Mexicana Rd, Nanaimo. Currently this school is overenrolled with 1,066 students in September of 2023 and has an official capacity of 900, resulting in usage of portables (3) and flex space to accommodate. A fourth portable has been approved to be relocated and is not yet on site.

As the overenrolled school is forecasting up to 10 portables total over 5 years, the district requested an expansion of 250 seats in the 25/26 capital plan as its #2 expansion priority. This request is still valid. The aforementioned expansion request notwithstanding, the ministry approved a 6-classroom expansion which will assist with the immediate portable pressures.

The approval is specific to prefabricated and/or modular construction. The Ministry has provided the district with an amended Capital Plan Response Letter and the next step to obtain this funding is for the Board to approve the amendment to the Capital Bylaw. Once approved by the Board, it will be forwarded to the Ministry for final approval of the Capital Project Funding Agreement (CPFA). Attached is a schedule from the CPFA outlining the project scope and schedule parameters. With respect to timeliness of delivery of the project, some concerns remain around the time to obtain a building permit from the local authority.

Further and in anticipation of the possibility of this approval the district planned to include a request (#2) in its 25/26 minor capital plan a School Enhancement Project (SEP) which would provide alterations to the existing building to increase the number of elective offering by in the school to ensure access by students, the intent of which would be to reduce stress on the existing core elective spaces as the school grows. This request is due at the Ministry September 30, 2024.

**Appendices:**

Appendix A: Capital Plan Response Letter – Amended July 17, 2024  
Appendix B: Capital Plan Bylaw No. 2024/25-CPSD68-03