

**Minutes**  
**Bedford South School - Home and School Association**  
**Executive Meeting**  
**Wednesday May12th, 2021**

**Present**

Andrea McGivern  
Suzanne Hawkes  
Marty Braganza

Jacquie Spencer  
Helen Healy  
Orville Jean-Jacques

Lisa Rankin  
Colleen Diggins  
Meaghan Mamye

**Regrets**

Debra McKnight

Anna Neumann

Lucy Harmon-Knight

**Call to Order**

Meeting Commenced at 7:06 pm by Andrea Chair

**A Motion to approve April 2021 Minutes**

Motion approved by Orville, seconded by Marty

**Administrative Report - delivered by Helen /Suzanne**

**ADMINISTRATIVE REPORT:May 12, 2021**

**SSP:**

Ongoing conversations take place about how students are progressing. We continue to ask and answer the questions:

- How are our students doing?
- How do we know?
- What are we going to do about it?

**Mathematics:**

To improve students' ability to problem solve and communicate their mathematical thinking.

**Literacy:**

To improve student achievement in writing in the areas of organization and conventions.

**Well Being:**

To improve student well being.

Assessment for grade 3's cancelled (provincial)

New items:

Had our first ERS meeting. Thank you to Lisa Rankin for joining the committee. Things on hold for traffic analysis.

Stencils for playground on hold as company has many ill employees. (Delayed)

Staffing received. 25 classes for next year. 2 more portables for our site.

Remote learning going well. Lots of positive comments. Teachers are working hard to support students.

Attendance important as students will be assessed.

PD on May 21<sup>st</sup> - Treaty Education

- Resources available, set of books for primary -2's, every class in province by June
- Trying to encourage information and knowledge, implementing it into curriculum, ex. caring for the earth

Provincial Assessments - cancelled

Old Items:

Outdoor classroom has been set up and is being used

Back loop closed by HRM after March Break-seems to be going ok

Diversity team has completed many activities/ideas-Suzanne

Report cards went home

Virtual parent teacher held

PD day-am- IPP process reviewed with teachers. Then teachers reviewed data for their class which indicated Black, Indigenous and Underserved learners. They looked at what grade level those students might be working at, what actions were needed to get them to grade level before June and how they intended to work with those students to ensure they received what they needed.

Provincial assessments coming up in May, 17<sup>th</sup>-20<sup>th</sup> Math and Literacy

### **Financial Report:**

See printout

\* *Grants*

\* *Wentworth and recycling \$110 (Jacquie), Mabels label (\$71)*

\* *Status of Phase 2 Tender / PG Update*

\* *Next major fundraiser Fall 2021? Short term fundraising goals?*

\* *Blurb up for Mabels labels and recycling*

**Playground Update:**

Playground Sub-agenda

1/Outstanding Invoice - from Viridis: \$460(motion to approve by Jacquie, seconded by Andrea): Tina has forwarded me the outstanding invoice, and we are in the process of sending it through the proper channels for approval. - sent to Orville

2/ Playground Update

- A. Met with Geoff Olssen April 23 (Andrea, Colleen and Helen)
  
- B. Colleen sent Geoff background with vision (inclusion, natural, sustainable, diverse, etc.) and designs
  
- C. From: **Mason, Maryann** <[maryann.mason@hrce.ca](mailto:maryann.mason@hrce.ca)>  
Manager Capital Projects - HRCE  
(p) 902-464-2000 x 5116 (m) 902 499 4275 (e) [maryann.mason@hrce.ca](mailto:maryann.mason@hrce.ca)  
Date: Mon, May 3, 2021 at 5:14 PM

-As I understand it, the Province agrees with the HRCE dispensing the \$25,000 intended for the Elementary Outdoor Learning Space to the Bedford South playground, as long as the scope of your project aligns with that intent. (which I believe it does)

- As I recall the Pre Tender Cost Estimate was **\$84,185.75**. **The Home and School had funding of \$74,000, leaving a negative variance of \$10,185.75?**

-The HRCE is allowed to contribute the \$25,000 (as noted above) to any negative variance that you may have between the current Pre Tender Cost Estimate and your current available funds.

**Note:** the construction market has significantly altered in the last month.

-We suggest that your Consultant, Adam Collins at Viridis undertake a **refreshed cost estimate** given the extraordinary escalation in construction costs we are currently experiencing

Asked us to confirm:

- 1. The attached still reflects the Design Scope

2. Refreshed Cost estimate based on extraordinary escalation on lumber, labour costs
3. Confirmation of the Funding that the Home and School has 'in hand'

D. Colleen emailed Viridis

- hoping to include in this next Phase both the obstacle course and the outdoor classroom design. Ideally it will go to tender and be completed by the end of the summer.
- Can we please undertake a **refreshed cost estimate** given the escalation in construction costs?
- Can the design scope include the obstacle course and the outdoor classroom please?

E. May 5<sup>th</sup>

-Adam from Viridis replied: Yes, we will modify the drawings to include the outdoor classroom and update the cost estimate accordingly. We will do our best to modify the cost estimate with recent price increases however we've seen that pricing has been unpredictable so far this year (some good prices, some not so good).

-Colleen called MaryAnn, no answer

F. May 7 - MaryAnn acknowledged request to Viridis

G. May 12 - Colleen asked Viridis for a timeline

H. May 12 As requested - included the amphitheatre area and updated the estimate.

As for the cost estimate, in our experience so far this year pricing has increased but mostly due to lumber prices having gone up. In this project, the majority of the wood is logs, not lumber, and prices have not gone up drastically for those. That being said, due to the fact ordering times, supplies, delays, etc., have been more difficult for contractors, we suggest increasing the contingency to 20% to help cover some unknowns. We've increased the number on a few items as well.

Please have a look through everything to make sure I have included everything correctly because there was a bit of back and forth last time around so I don't want to miss anything

I. Mary-ann

key question - is there adequate funding to issue the Tender?

Colleen, as we know, we have approval to transfer (JV) funds allocated to Bedford South for the Outdoor Learning initiative. Correspondence on the Outdoor Learning indicated \$25,000 however with fees etc., it works out to \$22,222 per site. I echo Adam's point regarding unprecedented scarcity of labour and materials which will drive resource demand up thus increase costs.

I am not sure if a supply check has been done on the playground equipment? We are seeing increases from 12 to 16 weeks on FFE for example.

### Suggestions

· Adam, if you could kindly confirm that the estimate of May 12 in the total amount of \$109,503.00 includes supply **and** install.

· Colleen. If you could confirm for the HRCE Procurement (they may reach out to you directly) that you are in possession of the funds to Tender, namely;  
\$109,503.00 PH 2 Pre Tender estimate based on a fixed design. Includes a 20% contingency  
-\$22,222.00 Outdoor Learning funding allotment for Bedford South  
**\$87,281**

If you do not have this amount, Adam could consider a scope reduction ladder to prioritize the removal of items to help you meet your budget threshold. It would be a good idea to go through this exercise to prepare just in case the Bid amounts come in higher than estimated. ☺

J. May 12 - Colleen asked for I will get back to you this week about funds.

Knowing that Covid is preventing inter-provincial travel right now for a project like this, we may have to be creative for the tender. Adam, do you have a sense of what the remaining Viridis consulting fee may be for the rest of the build? That will also have to be fees considered in our funds.

3/Funding: Tim-Capital Funds, Mr. Abidali, CCH (\$9000 is confirmed by Colleen to still be there)

4/Build and tender; some inclusive design details will be added after build.

### New Business:

*\*Raffle box (50/50) all online, Marty to ask Lisa about licence) perfect for fall fundraiser*

*\*Tender is set*

*\*Hopefully Tim Outhit will have additional funds to add*

Adjourn until June's meeting \* 2021/2022 HSA Executive positions and those members moving on from their completed term(s) to be discussed. Ideally, a group getting up to speed prior to September and transition over. \*\*\* need community positions filled!

- Approach specific people with filling positions, plus call out (June Newsletter)

**Next Meeting:**

- June 9<sup>th</sup>, 7pm

**Motion to end meeting:**

Made by Jacquie at 7: 58 pm, seconded by Andrea.