



**BOARD OF EDUCATION OF
SCHOOL DISTRICT NO. 46 (SUNSHINE COAST)**

OPERATIONS COMMITTEE NOTES
Held on Thursday, February 20, 2014 at 12:30 p.m.
At the School Board Office – Gibsons, BC

PRESENT: TRUSTEES: Dave Mewhort, Chair; Greg Russell; Lori Pratt
STAFF/OTHERS: Patrick Bocking, Superintendent; Greg Kitchen, Assistant Superintendent; Nicholas Weswick, Secretary-Treasurer; Rob Collison, Manager of Facilities and Transportation; Allyson Fawcus, DPAC; Erica Reimer, Recording Secretary; Louise Herle

REGRETS: Trustees Silas White and Betty Baxter

The meeting was called to order at 12:32 p.m.

1. Facilities Plan

The committee discussed next steps to increase the priority for capacity additions to West Sechelt Elementary in the Five-Year Capital Plan. The school district will consider investing in a project identification report in the next budget year in an effort to increase the project's priority. Secretary-Treasurer Weswick noted that minor changes were made to the West Sechelt Elementary catchment as an updated map included new streets that had not appeared on previous versions. As a result, a slight increase was made to the catchment area.

2. Regulation 4220 (Donations)

The committee reviewed changes to Administrative Regulation 4220 (Donations). The new language specifies that the Superintendent, in consultation with the Education Committee, will determine the use for untargeted general donations on a yearly basis. The committee discussed changes to the Canadian Revenue Agency's acceptance of untargeted donations. Secretary-Treasurer Weswick confirmed that the new language adheres to Canadian Revenue Agency's guidelines.

Recommendation:

"That amendments to Administrative Regulation 4220 (Donations) be presented to the Board of Education."

3. 2014/15 Preliminary Budget Considerations

Secretary-Treasurer Weswick presented enrolment projections for the upcoming school year and indicated that secondary level enrolment will drop significantly as senior students graduate from the district. The district anticipates the announcement of per

pupil funding and grants announcements on March 15. Preliminary budget estimates are being made using the previous year's funding levels until that time.

The committee reviewed enrollment projections and their implication on the budget if the previous year's funding levels were maintained. Assuming funding levels remain status quo, the district expects a net reduction in funding levels of \$-592,292, as a result of the projected decline in enrolment. The committee discussed budget priorities and heard preliminary feedback from principals regarding the budget model review. A detailed report will be presented at a future meeting. Additional discussion regarding the unrestricted and restricted surpluses took place and further discussion on the subject was suggested.

The meeting adjourned at 1:48 p.m.

Next meeting:

- 2014/15 Budget (to remain on the agenda until May 2014)
- Restricted surplus discussion