



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

**OPERATIONS COMMITTEE NOTES**  
**Held on Thursday, March 27, 2014 at 12:30 p.m.**  
At the School Board Office – Gibsons, BC

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**PRESENT:** TRUSTEES: Dave Mewhort, Chair; Betty Baxter; Lori Pratt; Greg Russell;  
Silas White  
STAFF/OTHERS: Patrick Bocking, Superintendent; Nicholas Weswick,  
Secretary-Treasurer; Rob Collison, Manager of Facilities and Transportation;  
Allyson Fawcus, DPAC; Erica Reimer, Recording Secretary; Carolyn Smith;  
Marnie Baba  
**REGRETS:** Paul Bishop, Principal

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

1. Facilities Plan

Secretary-Treasurer Weswick reported on the rental of facility space to daycare providers, as mandated by the School Act, and provided an update on the status of the Request for Proposals (RFP) for the daycare space at the new Gibsons Elementary School. He indicated that the district met delays while advocating for a variance to the licensing requirements for the number of children 0-36 months. Plans are to proceed with a posting on BC Bid with a Request for Information and Qualifications (RFIQ) in the near future. Committee members noted that filling the daycare space was a priority for families in Gibsons and expressed concerns that the space may not be filled by September 2014. A discussion took place regarding Vancouver Coastal Health's daycare licensing requirements as well as school district sites suitable for daycare licensing in the Sechelt area.

2. CommunityLINK

Superintendent Bocking provided a report, indicating that he is pleased with the school district's relationship with community schools and the valuable services and programs that they offer. He noted that changes were made to the district's community school model in past years in an effort to provide equitable support to all schools, with each of the five community schools representing several schools in their area. He further indicated that funds are provided to community schools based on the number of schools they support, roughly \$19,000 per supported school, in addition to funding provided through the Sunshine Coast Regional District (SCRD). In order to achieve a better understanding of common priorities, community school coordinators have recently submitted budgets to support the use of district funds. The committee discussed, in general, the benefits of previous changes to the community school model and offered

suggestions on how the model could be changed to further reduce administration costs and better support district priorities. Issues surrounding Roots of Empathy funding were discussed. It was clarified that the district does support the program through CommunityLINK funding and that community schools determine how best to use that funding based on the needs of their community. In order to better coordinate with the SCRD, the committee made the following recommendation.

**Recommendation:**

“That the Board of Education of School District No. 46 (Sunshine Coast) write a letter to the SCRD formally requesting to be advised of upcoming Youth Services meetings.”

3. Restricted Surplus Breakdown

Trustee Mewhort clarified that materials included in the meeting package provide information on how unrestricted surplus amounts were designated over the past three years. Secretary-Treasurer Weswick provided additional information on the status of funds held through the internally restricted surplus, noting that once an unrestricted surplus plan is approved those funds become restricted. He further reported that in some cases funds are allocated over an extended period, as is the case with funds allocated to the Learning Together program, and are therefore only partially depleted. Trustees requested additional information on the status of funds allocated to emergency preparedness and international education. It was reported that, in the case of emergency preparedness, a large portion of funds went to purchasing new supplies and upgrading containers. It was additionally reported that a Request for Qualifications had been issued through BC Bid for an International Coordinator to support the international education program, funding for which will come from the restricted surplus.

Trustees noted that PACs often request information on emergency supplies and their obligations to refresh supplies. Secretary-Treasurer Weswick clarified that PACs are not expected to provide and/or fund for emergency supplies and that the district maintains an inventory line to replace supplies on an ongoing basis.

The meeting adjourned at 1:42 p.m.

**Next Meeting:** April 17, 2014