



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

**OPERATIONS COMMITTEE**

**Held on November 26, 2015 from 11:00 to 12:30 p.m.**  
At the School Board Office, Gibsons, B.C.

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PRESENT: TRUSTEES: Dave Mewhort, Chair; Betty Baxter; Greg Russell; Lori Pratt  
STAFF/OTHERS: Patrick Bocking, Superintendent; Nicholas Weswick, Secretary-Treasurer; Paul Bishop, Director of Instruction; Rob Collison, Manager of Facilities and Transportation; Phil Luporini, District Principal of Careers and Technology; Allyson Fawcus, DPAC; Tracey Bond, CUPE 801; Erica Reimer, Recording Secretary

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The meeting was called to order at 11:05 a.m.

1. Carbon Neutral Capital Plan (CNCP) Submission Review

Secretary-Treasurer Weswick reported that the Carbon Neutral Capital Plan was implemented several years ago to support districts in reducing their carbon footprint, thereby reducing the amount of carbon offsets that districts must purchase. It is his understanding that any offsets paid to the Pacific Carbon Trust are returned to school districts through the CNCP within a five year cycle to implement carbon reducing initiatives. The district has yet to receive a request for submissions for the current year and the status of the plan is unknown.

Rob Collison indicated that the district has several project identification reports on file that are ready to submit if a request for submissions is received. Project identification reports on remaining sites will be prepared for use for future capital plan submissions.

2. Strategic Plan: Goal 2.e. – Healthy Staff

Director Bishop spoke to his written report, provided at the meeting, and highlighted the following initiatives:

- Mental Health First Aid training helps to reduce the stigma of mental health issues.
- Ongoing Non-Violent Crisis Intervention training provides staff with tools to deescalate difficult situations.
- Employee Assistance Program promoted at all sites.
- Dedicated harassment teams at all school sites to respond to concerns about harassment. Additional training scheduled in January.
- Transgender Health workshop for students and staff,
- McCreary Adolescent Survey feedback
- SCR D offers a discount to school district employees for MyPass memberships,
- Crisis intervention teams at all schools, recently provided support to staff participating in the Touching Learning Spirits professional day workshop.

3. Annual Transportation Review

Secretary-Treasurer Weswick provided an update on the new transportation service provider. Thirdwave Bus Services is working on obtaining student registration information for all riders, implementing a registration process and tidying up administrative information. The company is unfamiliar with the concept of courtesy riders, as described in the district's regulation, and will be evaluating processes and ridership once registrations are complete. The majority of the fleet has been replaced with new buses, with the remaining two older buses being replaced in the next couple of months. The bus company and district are transitioning to a system where the district has better oversight of routes for special needs students. Thirdwave is implementing a dispatch system for special needs buses to avoid the past practice of parents contacting the bus driver directly.

The committee discussed several items relating to the district's transportation regulation and transportation services, including:

- The need for clarity regarding bus services and the registration process for children in shared custody arrangements, especially when one parent lives out of the boundary area.
- Looking at walk limits and considering walk to stop limits. Secretary-Treasurer Weswick reported that there are no longer provincial walk limits.
- Whether reference to summer school is required in regulation.
- If the information on courtesy riders in the regulation matches actual practice.
- The potential use of a computer bus routing system to determine if there is the potential of more efficient routing.

Secretary-Treasurer Weswick indicated that no changes to bus routes or services would take place without sufficient community consultation.

4. Long-Range Facilities Plan (standing item)

Secretary-Treasurer Weswick reported that Jim Alkins has been engaged to create the facilities plan. The consultation process is in the planning stages. Secretary-Treasurer requested feedback from the committee on the consultation schedule for the long-range facility plan. The committee suggested that a community consultation take place in each of our communities; Gibsons, Sechelt and Pender Harbour. Other suggestions included:

- That specific invitations go out to local governments and groups.
- That the consultation process be broader than parents and staff.
- That both educational facilities and surplus property be considered in the plan.
- That building use be considered in ways that are community friendly and sustainable.
- That the time consultation process be completed within 90 days of commencement and that the board receive the final plan in June.
- That the long-range plan is considered under the rubric of the Strategic Plan.

The meeting adjourned at 12:29 p.m.

**Next Meeting:** To be determined by agenda setting committee.