



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

**OPERATIONS COMMITTEE NOTES**

Held on April 25, 2017 from 11:00-1:30 pm  
At the School Board Office, Gibsons, B.C.

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**PRESENT:** TRUSTEES: Lori Pratt (Committee Chair), Betty Baxter, Dave Mewhort,  
Greg Russell

STAFF/OTHERS: Patrick Bocking, Superintendent; Nicholas Weswick,  
Secretary-Treasurer; Rob Collison, Manager of Facilities and Transportation;  
Phil Luporini, District Principal of Technology; Erica Reimer, Executive  
Assistant (Recording Secretary)

**REGRETS:** Paul Bishop, Director of Instruction; Vanessa White, Director of Instruction

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The meeting was called to order at 11:10 a.m. and agenda items were reordered.

1. Budget

Secretary-Treasurer Weswick spoke to his presentation, attached to these notes, highlighting some of the challenges the district has faced in interpreting and implementing the Classroom Enhancement Funding (CEF). The committee reviewed non-enrolling teaching ratios, specifically librarians and secondary school counsellors, and discussed the distribution of Special Education / Learning Assistant Teachers based on both population and needs based calculations.

Secretary-Treasurer Weswick reported that the district will submit a CEF staffing plan to the ministry by the April 28<sup>th</sup> deadline. Due to the uncertainty of funding, the 2017-18 budget will be finalized after receiving ministry feedback on the CEF application and a balanced budget will be recommended to the board at that time. Trustees discussed the potential of a special meeting to review the budget in order to meet the submission deadline of June 30<sup>th</sup>, 2017 and suggested the full board be involved in a discussion on the approval process should the district not have confirmation of CEF funding prior to the budget deadline.

2. Annual Facilities Grant (AFG)

Rob Collison, Manager of Facilities and Transportation, reviewed AFG projects planned for the 2017/18 school year. The projects include:

- Consulting fees for seismic, HVAC, and electrical re-circuiting assessments,
- Roofing upgrades,
- Flooring at Elphinstone Secondary,

- Window/door replacements at Elphinstone Secondary and an accessibility door at Roberts Creek Elementary School,
- Gym floor re-coat at Cedar Grove Elementary, Langdale Elementary, West Sechelt Elementary, Elphinstone Secondary and Chatelech Secondary
- Field upgrades
- Continuation and completion of Elphinstone Secondary interior renovation,
- New signage at Sechelt Learning Centre
- Energy efficiency upgrades at various sites
- Duct cleaning at Maintenance, Langdale Elementary School and Cedar Grove Elementary School
- SLC changes for YMCA daycare, including an accessibility ramp
- Asbestos abatement at West Sechelt Elementary School and Elphinstone Secondary
- Refurbishing and relocating portables

3. Strategic plan: 2.i. Facilities

*Goal 2.i: Our staff will work and learn with their students in exceptional facilities that are efficient and attractive.*

Rob Collison, Manager of Facilities and Transportation, reported on efficiency upgrades including a solar project at Langdale Elementary school, heating and ventilation upgrades at Davis Bay Elementary and Pender Harbour Secondary and the installation of LED lighting where possible. Students involved in the Energy Matters program (similar to the now defunct Energy Ambassadors program supported by BC Hydro) will be sharing the results of their efficiency experiments with the board at their May meeting. The committee discussed ways in which facility users can ensure optimal heating/ventilation during bookings outside of school hours.

4. Development Application Referral – District of Sechelt (Habitat for Humanity)

Secretary-Treasurer Weswick reported that the district had submitted a letter of support for the application referral, included in the meeting package.

5. Development Application Referral – Town of Gibsons (Eaglecrest Drive)

The committee discussed the application referral and noted that while the proposed development could result in a boost to enrollment, it might also require a catchment review to address capacity issues at Gibsons Elementary.

6. Transportation Review (standing item)

Secretary-Treasurer Weswick reported that the consultant continues to work with the district's transportation contractors in order to verify baseline data prior to mapping and optimizing routes. The district will engage in a consultation process once alternative routes have been identified and assessed and report back to the Operations Committee. Secretary-Treasurer Weswick confirmed that transportation funding could be used to support extended experiences, in addition to efficient and effective school bus operations.

The meeting adjourned at 12:37 p.m.

**NEXT MEETING:** Tuesday, May 30<sup>th</sup> from 12:00 to 1:30 pm at the School Board Office.

# BUDGET 2017-18

Operations Committee – April 25, 2017



## CEF GRANT

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Total CEF Grant consists of:

- \$150 million - New funding for staffing
- \$30 million - New funding for overhead
- \$100 million - Priority Measures
- \$80 million - LIF (Teacher Ed Fund)

Classroom Enhancement Fund (CEF) ***notional amount*** for School District No. 46 is estimated at just over **\$4.1 million for the 2017/18 school year**. LIF and Priority measures were approximately \$1.3 million when annualized.



# CEF INTERPRETATIONS

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- Initial context was that we wouldn't need to make reductions in order to fund the MOA
- Subsequently updated to clarify that was how the Notional CEF amounts were calculated, and not how the process would be managed
- CEF only used to bring non-enrolling staffing levels up to minimums and address specific class size and composition issues
- Non-enrolling ratios cannot exceed minimums and also draw CEF funding, effectively creating maximums



# NON-ENROLLING TEACHER RATIOS

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- Conflicting information from BCPSEA
- Final confirmation of District non-enrolling ratios occurred April 20
- District ratios in contract but allocations within the district are variable



School	Enrolment *	Librarians	Secondary Counselors	Population-based SpEd/LA **	Needs-based SpEd/LA **
		370	300	181	
Cedar Grove	245	0.7		1.4	1.1
Davis Bay	180	0.5		1.0	1.4
Gibsons	308	0.8		1.7	1.5
Halfmoon Bay	205	0.6		1.1	0.8
Kinnikinnick	215	0.6		1.2	2.0
Langdale	108	0.3		0.6	0.4
Madeira Park	82	0.2		0.5	0.4
Roberts Creek	229	0.6		1.3	1.0
West Sechelt	220	0.6		1.2	1.4
Spider DL - Elem	40.0			0.2	0.2
Pender Harbour	100.2	0.3	0.5	0.6	0.6
Chatelech Sec.	459.8	1.2	1.8	2.5	2.2
Elphinstone Sec.	560.9	1.5	2.0	3.1	2.1
Spider DL - Sec	21.1			0.1	
SCAS	140.9			0.8	2.1
Schools Total	3,114.9	7.9	4.3	17.2	17.2
District Staff				2.9	2.9
Total Staffing Levels		7.9	4.3	20.1	20.1
<b>Total Required</b>		<b>7.8</b>	<b>4.3</b>	<b>20.1</b>	<b>20.1</b>
Net Staffing Required	-	0.1	- 0.0	0.0	0.0

# NON-ENROLLING TEACHING



# SPECIAL ED / LA ALLOCATION MODEL

		Weighted SSI	Weighted K Screens	Weighted ELL	Weighted EDI	Weighted Sp Ed	Sum of Weightings	ADJUSTED Sum of Weightings	Positive Weightings	% of Total Positive Weightings	Number of Students	School Allocations	Rounded	FTE
		15%	10%	15%	10%	50%	1.00					\$ 977,600		
												\$ 4,769		
<i>Cedar Grove</i>	<i>K-7</i>	-0.15	0.18	-0.09	-0.08	-0.29	-0.42	1.83	1.83	9%	23.0	\$ 109,682	\$ 110,000	1.1
<i>Davis Bay</i>	<i>K-7</i>	-0.02	0.10	0.05	-0.02	0.79	0.89	3.15	3.15	15%	28.0	\$ 133,526	\$ 134,000	1.4
<i>Gibsons</i>	<i>K-7</i>	-0.07	-0.01	-0.01	-0.06	-0.08	-0.23	2.03	2.03	10%	31.0	\$ 147,832	\$ 148,000	1.5
<i>Halfmoon Bay</i>	<i>K-7</i>	0.05	0.10	-0.09	-0.09	-0.56	-0.59	1.67	1.67	8%	17.0	\$ 81,069	\$ 81,000	0.8
<i>Kinnikinnick</i>	<i>K-7</i>	0.30	-0.03	0.38	0.24	0.61	1.51	3.76	3.76	19%	41.0	\$ 195,520	\$ 196,000	2.0
<i>Langdale</i>	<i>K-7</i>	-0.15	-0.11	-0.02	-0.02	-0.40	-0.70	1.56	1.56	8%	8.0	\$ 38,150	\$ 38,000	0.4
<i>Madeira Park</i>	<i>K-6</i>	0.16	-0.09	-0.07	0.06	-0.38	-0.32	1.94	1.94	10%	8.0	\$ 38,150	\$ 38,000	0.4
<i>Roberts Creek</i>	<i>K-7</i>	-0.06	-0.07	-0.07	-0.04	-0.21	-0.45	1.81	1.81	9%	20.0	\$ 95,376	\$ 95,000	1.0
<i>West Sechelt</i>	<i>K-7</i>	-0.06	-0.07	-0.08	0.01	0.51	0.31	2.57	2.57	13%	29.0	\$ 138,295	\$ 138,000	1.4
									20.32	100%	205.00	\$ 977,600	\$ 978,000	10.00



# CURRENT STATUS AND NEXT STEPS

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- Ongoing review of school and department budgets
- Submission of CEF Staffing Plan – April 28
  - Potentially delayed due to new Ministry detail requirements
- Ministry provides feedback/approval of staffing plan
- Balanced Budget recommendation to Board
- Approval of budget and bylaw submission by June 30

