



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

Tuesday, June 18, 2019, 12:30 p.m.
School Board Office - Gibsons, BC

TRUSTEES: M. Hampvent (Committee Chair), S. Leech, P. Ruth

STAFF: P. Bocking, Superintendent, N. Weswick, Secretary-Treasurer, P. Bishop, Director of Instruction, R. Collison, Manager of Facilities and Transportation, Phil Luporini, District Principal of Technology, J. Shelemey, SCTA President, S. Mackenzie, CUPE Local 801, E. Reimer, Executive Assistant (Recording Secretary)

REGRETS: Samantha Haines, Trustee

1. Call to Order

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

2. Emergency Preparedness

Director Bishop reported on the following items:

- A comprehensive emergency procedure guide is available at all sites and takes an all hazards approach to emergency planning,
- Earthquake bins are located all school sited and are stocked with first aid equipment. Perishables are replaced on a yearly basis by schools. The assistant manager of facilities is checking bins to ensure they are stocked and accessible.
- Local emergency preparedness continues to take place with local governments on the Sunshine Coast. A formal emergency operations centre program has been established to consider emergency plans on a situational basis.
- BCSTA and the ministry of education are working together to review emergency preparedness processes.

3. Gibsons Elementary Enrollment Review

Secretary-Treasurer Weswick reported that enrollment projections for Gibsons Elementary School continue to rise and an additional portable will be added to the site to address enrollment in the 2019-20 school year. The district is considering ways to mitigate and reduce the number of portables that may be added to the site if enrolment continues to increase. Minor adjustments to the school's catchment area were recently instituted and a second catchment area review is being suggested. The district will

engage the community for input with a goal of implementing changes prior to the kindergarten registration period for the 2020-21 school year.

4. Regulations for Review:

a. 3190 – Scent Considerate Environment

The regulation was presented for information – there were no changes to the regulation.

b. 4050 – Earthquakes

Director Bishop reviewed changes to the regulation, noting that they fall in line with the staff emergency process guide. The district Earthquake Handbook will be updated in the near future to reflect the same processes.

c. 4110 – Renovations

The regulation was presented for information – there were no changes to the regulation.

d. 4120 - Rental of School Facilities

The regulation was presented for information – there were no changes to the regulation.

e. 5030 – Financial Reporting

Secretary-Treasurer Weswick reviewed changes to the regulation, which outlines financial reporting and provides direction should a deficit be projected. The committee suggested including a reference to the Financial Statement Discussion and Analysis (FSDA) report.

5. Local Government OCP and Zoning Referrals (standing item)

The committee reviewed a referral from the Town of Gibsons for a 70 unit development on Shaw Road, which falls within the Gibsons Elementary School catchment area. The committee agreed that the development could put additional pressures on enrolment at Gibsons Elementary. The committee noted that any increase in enrolment is favorable overall but may present short term difficulties at our facilities. Secretary-Treasurer Weswick agreed to respond to the referral and provide information on enrolment pressures at the school.

The committee reviewed a request for comment from the District of Sechelt for a zoning amendment to allow a brewery in the Sechelt downtown core. The committee felt that the district's interests were unaffected by the application.

The committee reviewed a referral from the SCR D regarding a dog kennel renovation. The committee agreed that the districts interests were unaffected by the application.

6. Adjourn

The meeting adjourned at 1:59 p.m.