



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

Tuesday, January 28, 2020, 9:30 a.m.
Sechelt Learning Centre - Sechelt, BC
5538 Shorncliffe Ave
Sechelt, BC

TRUSTEES: S. Haines (Committee Chair), S. Leech, P. Ruth,
STAFF: P. Bocking, Superintendent; P. Bishop, Director of Instruction; K. Kerr,
Director of Instruction, S. Mackenzie, CUPE Local 801; L. Leske,
CUPE Local 801; J. Budgell, CUPE Local 801; E. Reimer, Executive
Assistant (Recording Secretary)
REGRETS: M. Hampvent, Trustee

1. Call to Order

The meeting was called to order at 9:34 a.m. by Trustee Haines.

2. Amended Budget

Secretary-Treasurer Weswick presented a summary of the 2019-20 Amended Budget, which takes into adjustments to revenue and spending, in addition to enrollment and staffing changes. The committee compared revenue and spending to the 2019-20 Preliminary Budget, which included:

- A net increase to operating grants and other operating revenue of \$260,232.
- A net increase to special purpose grants of \$370,607.
- A net increase to school budgets of \$1,724,786 (including \$1,026,677 of restricted surplus).
- A net increase to district departments of \$453,997 (including \$316,319 of restricted surplus).
- A net increase to expenditures and allocations of \$ 2,218,562.

In addition, Secretary-Treasurer Weswick reported that:

- The salary differential grant had decreased by \$44,799.
- CSF revenue had increased by \$81,616, primarily due to enrollment.
- That the estimate on investment income was increased by \$35,000
- The Mental Health Capacity Building grant is new, and was not included in the preliminary budget.
- Utilization of surplus is significantly higher than what was projected in the Preliminary Budget.
- \$42,751 of the prior year unrestricted surplus was used to balance the Amended Budget.

RECOMMENDATION:

That the 2019-20 Amended Budget be passed and adopted at the February Regular Board Meeting.

3. Strategic Plan Implementation Funds

Secretary-Treasurer Weswick reported back on the use of \$100,000 in funds that had been set aside to implement the strategic plan. The committee reviewed spending items and the status on each item. The full spending plan is available in the meeting's agenda package at <https://sd46.bc.ca/wp-content/uploads/20200128-OpsAgenda.pdf>.

4. Joint Use Update

Secretary-Treasurer Weswick reported on a recent staff-to-staff Joint Use meeting involving both the outgoing and incoming CEOs of the SCR D, and General Manager Ian Hall. Staff from both organizations are prepared to move forward and are waiting on a response from the SCR D board of directors to the SD46 board regarding a formal committee meeting.

5. West Sechelt Elementary Expansion Update

Secretary-Treasurer Weswick shared revised plans for the school, which were developed in consultation with the project committee for the West Sechelt Expansion project and District Principal Deasey. The revised plans take into consideration feedback from the school community, including the PAC, and present potential enhancements that push beyond the amount of space allocated for the project. School district staff and the project manager will meet with ministry staff to discuss the enhancements and seek further ministry approval.

Should the enhancements be approved, the project timeline may be adjusted based on changes to the design. The committee discussed the revised plans and discussed the process to find a daycare provider at the site. To that end, the district plans to proceed with a Request for Proposal process, similar to the process when filling the Gibsons Elementary daycare space.

6. Regulations for Review:

6.1 Reg. 5040 – Fundraising and Grant

The regulation was partially reviewed at the November meeting, at which time the committee discussed implications of the procedures relating to grant applications by community schools.

The committee further discussed the changes to the regulation and sought clarification on the delegation of authority and responsibility relating to grant applications.

6.2 Reg. 5050 - Honoraria

Review of the regulation was deferred to February Operations Committee meeting due to time limitations.

6.3 Reg. 5090 - Travel Expenses

Review of the regulation was deferred to February Operations Committee meeting due to time limitations.

6.4 Reg. 5100 - Vehicle Expenses

Review of the regulation was deferred to February Operations Committee meeting due to time limitations.

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

7.1 Town of Gibsons Zoning Amendment

The committee reviewed the proposed bylaw amendment to prohibit cannabis production facilities in all zones, except where specifically permitted. The committee spoke in favour of the amendment and agreed to provide a response supporting the change.

RECOMMENDATION:

To write a letter supporting the bylaw adjustment.

7.2 Town of Gibsons Application for a non-medical Cannabis Retail Store Licence

The committee reviewed an application for a non-medical Cannabis Retail Store Licence under the provincial regulatory framework. Realizing that the committee had previously sent feedback on a Temporary Use Permit application for the same retailer, the committee agreed that their interests were unaffected by the provincial application, primarily due to the distance between the proposed site and schools in the area.

8. Adjourn

The meeting adjourned at 11:07 a.m.

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