



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

Tuesday, February 25, 2020, 9:30 a.m.
School Board Office - Gibsons, BC
494 South Fletcher Road
Gibsons, BC

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

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

REGRETS: K. Kerr, Director of Instruction

1. Call to Order

The meeting was called to order at 9:32 a.m. by Trustee Hampvent.

2. Enrolment Projections

Secretary-Treasurer Weswick reviewed the enrollment projection report included in the meeting package.

3. Preliminary Budget Considerations and Discussion - 9:45 a.m.

Secretary-Treasurer Weswick shared information on the preliminary budget considerations and highlighted:

- The March 13 funding announcement will provide additional information on the impact of the Funding Model Review recommendations, specifically relating to additional supports for children in care,
- The district expects approximately \$3.1 million in Classroom Enhancement Funds - with 80% of the funding distributed in the preliminary budget stage and the remainder available upon adoption of the amended budget.
- There are several known and unknown cost pressures going into next year, including labour settlement increases,
- Items in the implementation plan that will likely require additional funding to successfully implement include:
 - 1.a. - increasing opportunities for student collaboration and involvement in the educational system,
 - 1.c. - support for competency based IEP development,

- 1.f. - evaluating and improving structures to address requests for additional counselling support,
- 1.i. - environmental action plan,
- 1.j. - teacher training and team teaching collaborations to support digital literacy,
- 1.l. - expansion of skills exploration programs and career programs,
- 2.a.- supporting wellness initiatives at schools,
- 2.c. - increase staffing, providing additional supports,
- 3.a. - continued family engagement sessions,
- 3.d. - environmental action plan (1.i)
- 3.e. - implementing major construction initiatives. working with energy manager, exploring electric vehicles, cyber security improvements,
- 3.f. - improving transportation options while meeting the communities' transportation needs

The committee discussed requests from school PACs for additional funds for nutrition support in schools. SCTA president, Jacquie Shelemey, spoke to a request for additional intensive behaviour supports that was highlighted in the SCTA budget submission. Superintendent Bocking confirmed that this is being considered in the budget.

4. Regulations for Review

4.1 Reg. 5050 - Honoraria

Secretary-Treasurer Weswick reviewed the updated regulation, which includes:

- General clean-up of language.
- Clarification on the difference between an honorarium and a request for payment.
- Providing a range for honoraria.
- Clarification on employment of minors.

4.2 Reg. 5090 - Travel Expenses

Secretary-Treasurer Weswick reported that changes to the regulation include:

- The addition of a rationale.
- An increase in the allowable claim for accommodation when staying with friends or family.
- Clarification that reimbursement guidelines also apply to travel-related purchases made directly on district purchasing cards.
- The requirements for reimbursement requests for meals involving multiple attendees.

Trustee Haines noted that the BCSTA Provincial Council approved an increase to the meal per diem at the February meeting.

4.3 Reg. 5100 - Vehicle Expenses

Secretary-Treasurer Weswick reported on changes to the regulations, including:

- The addition of a rationale.
- Aligning with the Income Tax Act, including a personal benefit when traveling to and from work in a district owned vehicle.

- Opportunity for reimbursement for mileage and travel between work sites, in certain, specified cases.
- Clarification that trustees may claim mileage to and from board meetings.
- Requirement to submit mileage on a monthly basis.
- Clarification around monthly vehicle allowance, as determined by the employer and the employee and articulated in the employee's contract.

6. Adjourn

The meeting adjourned at 11:30 a.m.