



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

**OPERATIONS COMMITTEE**

**Held on May 20, 2015 at 12:30 p.m.**

At the School Board Office, Gibsons, B.C.

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PRESENT: TRUSTEES: Dave Mewhort, Chair; Lori Pratt; Greg Russell; Betty Baxter  
STAFF/OTHERS: Patrick Bocking, Superintendent; Nicholas Weswick,  
Secretary-Treasurer; Greg Kitchen, Assistant Superintendent; Phil Luporini,  
District Principal of Careers and Technology; Rob Collison, Manager of Facilities  
and Transportation; Allyson Fawcus, DPAC; Erica Reimer, Recording Secretary;  
Janice Budgell; Sharon MacKenzie; Marnie Baba; Louise Herle

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The meeting was called to order at 12:36 p.m.

1) Capital Plan

Secretary-Treasurer Weswick reported that districts have not received instructions for the submission of capital plans since the 2013/2014 school year. He further noted that the ministry is in the process of developing a new system for the submission of capital plans, however limited information was available. Rob Collison, Manager of Facilities and Transportation, indicated that an expansion of West Sechelt Elementary School would be listed as the top priority for a capital plan submission, should one be requested from the ministry. Secretary-Treasurer Weswick agreed to report back at the June meeting regarding the ministry's changes to the capital plan process.

2) Carbon Neutral Action Plan

Rob Collison, Manager of Facilities and Transportation, spoke to the reports included in the meeting package and provided clarification on the process. The Carbon Neutral Action Plan is a requirement of the Climate Action Secretariat and all public bodies are required to submit plans. The school district plans to continue to reduce greenhouse gases by exploring geothermal and solar feasibilities, optimizing HVAC controls and systems, establishing a Sustainability Committee, replacing vehicles with more fuel-efficient models, retrofitting mechanicals systems, and adding additional lighting controls.

The committee discussed the district's goals and the process for determining the district's emissions.

3) Joint-Use Update

The committee discussed the guiding principles to be used in the development of the revised Joint-Use Agreement between the school district and the Sunshine Coast Regional District (SCRD). Secretary-Treasurer Weswick provided background to the document and indicated that the principles were the product of a number of conversations at the staff and executive level.

Questions and clarifications were heard regarding the following points:

- 9) "sharing human resources" – clarification was made that the guiding principles could not override any of the collective agreements or employee rights in either organization

- 15) “consideration when negotiating contracts” – clarification that both parties would consider items of mutual benefit when negotiating contracts or bulk purchase
- 17) “communication plan” – would provide the opportunity for the respective boards to meet on a periodic basis and broadly communicate the plan to the public.

**Recommendation:**

**“To bring forward the Joint-Use guiding principles and recommend that the Board of Education of School District No. 46 (Sunshine Coast) endorse them.”**

4) Ministry Mandated Administrative Savings Plan

Secretary-Treasurer Weswick provided information on the requirements for the administrative savings plan and clarified that the district is required to find 205,000 in the first year (2015/16) and an additional 381,807 in the second year (2016/17). As the 2016/17 budget has yet to be developed, items flagged for the second year of the plan are subject to change. The committee reviewed the draft administrative savings plan and discussed the rationale behind the reductions.

The meeting adjourned at 1:54 p.m.

**Next Meeting:** June 18, 2015 from 12:30 to 2:00 p.m. at the School Board Office.