



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

**OPERATIONS COMMITTEE**

**Held on June 18, 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; Greg Kitchen, Assistant Superintendent; Nicholas Weswick, Secretary-Treasurer; Rob Collison, Manager of Facilities and Transportation; Erica Reimer, Recording Secretary; Marnie Baba, Tracy Bond, Sharon MacKenzie

**REGRETS:** Patrick Bocking, Superintendent; Phil Luporini, District Principal of Careers and Technology; Allyson Fawcus, DPAC

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

1. Emergency Preparedness Update

Assistant Superintendent Kitchen provided a report and indicated the following:

- Emergency Preparedness information to be posted to the district website before the beginning of the 2015/16 school year.
- The ministry has published an emergency guide that standardizes processes for schools and school districts.
- Met with local emergency team to discuss current fire hazard concerns due to lack of snowfall and dry weather conditions.
- Plans for a district team to attend an emergency preparedness conference at BCIT.

2. Enrollment Projections

Agenda item to be deferred to a future meeting. The committee requested that enrollment projections be scheduled for the January Operations Committee meeting.

3. Transportation Review

Secretary-Treasurer Weswick provided information on the tendering process for student transportation. He clarified the district's requirement to tender contracts over \$75,000 and indicated that the current service providers were at the end of a five-year contract. Results of the transportation tender will be made available once a decision has been made and negotiations are completed.

Information was shared regarding the district's intention to engage a consultant to perform a transportation review in the coming year with a goal to locate inefficiencies and cost savings opportunities. The committee discussed other items to be considered through the transportation review process, including walk to stop requirements, cross boundary transportation policies and revisions to the current transportation regulation.

4. Capital Plan Submission Update

Secretary-Treasurer Weswick reported back on the ministry's plans to review the Capital Program. He indicated that:

- They are in the process of reviewing the program and that an RFP is underway to hire a consultant to review the program.
- The ministry has abandoned the previous program (WEBCAPS) and will be moving to a new system.
- They are considering looking at a mechanism to provide capital for minor projects.

5. Regulation 1800 – School Attendance Areas

Agenda item to be deferred to a future meeting.

6. Madeira Park Trail Access (additional agenda item)

Chair Baxter requested that the item be added to the agenda for discussion. As reported at the June board meeting, Secretary-Treasurer Weswick met with SCRD and MOTI representatives in Madeira Park to discuss a proposal for a system of public trails in the area. As part of that proposal, the SCRD has requested a statutory right of way on Madeira Park Elementary School property for the purpose of a walkway. The committee discussed the proposal and suggested that the information be received by the board and added to an upcoming board agenda. Additional discussions to take place with both SCRD and the Labour Management committee to clarify the proposed fencing work and timelines for the project.

The meeting adjourned at 1:37 p.m.

**Next Meeting:** Thursday, October 17, 2015 from 12:30 to 2:00 pm at the School Board Office.