



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

**OPERATIONS COMMITTEE**

**Held on February 18, 2016 from 12:30 to 2:00 p.m.**  
At the School Board Office, Gibsons, B.C.

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PRESENT: TRUSTEES: Dave Mewhort, Chair; Betty Baxter; Greg Russell; Lori Pratt  
STAFF/OTHERS: Nicholas Weswick, Secretary-Treasurer; Paul Bishop, Director of Instruction; Rob Collison, Manager of Facilities and Transportation; Phil Luporini, District Principal of Technology and Data Management; Janice Budgell, CUPE Local 801; Erica Reimer, Executive Assistant (Recording Secretary)

REGRETS: Allyson Fawcus, DPAC

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The meeting was called to order at 12:31 p.m.

1. Update on Capital Projects

Rob Collison, Manager of Facilities, provided an update on two recently approved minor capital project grants, one for a district level upgrade to Direct Digital Control (DDC) systems and another for a heating plant upgrade for Madeira Park Elementary School.

The committee discussed the requirements of the grants and the heating upgrade at Madeira Park Elementary. Rob Collison reported that the propane tank at Madeira Park would be replaced by a smaller tank, as a high efficiency propane boiler would remain as a back up system for the school. It was reported that BC Hydro has changed costs from \$13,000 to \$30,000.

Secretary-Treasurer Weswick reported the Gibsons Elementary School rebuild is substantially completed and that Bouygues Building Canada is on site regularly to address the remaining deficiencies. The district expect to receive the final occupancy permit for the school in the near future and is please to be in the final stages of the project.

2. Strategic Plan: Goal 2.h. Safe and Healthy Schools

*Our staff will strive with their students in safe and healthy schools where everyone feels respected for their individual gifts and contributions.*

Director Bishop shared information on Comprehensive School Health, an international framework for student learning environments, which focuses on four pillars: Relationships and Environments; Teaching and Learning; Community Partnerships; and School Policies. The committee viewed a short film “Comprehensive School Health in a Nutshell” (<http://healthyschoolsbc.ca/key-focus-areas/comprehensive-school-health/>). Director Bishop shared information on school environments and highlighted:

- New furniture provides better flexibility to adjust desk heights and configuration
- Presentations to staff and students to encourage supportive communities for LGBT2Q+ Youth
- Gender-neutral washrooms in some facilities

- VTRA and other training in place to support staff
- Mind the Gap and other mindfulness supports to students
- Some schools taking part in BC School Fruit and Vegetable Nutritional Program
- District website for emergency preparedness.

The committee discussed emergency procedures and drills, including the Great Shakeout, and the BC School Fruit and Vegetable Nutritional Program.

A committee member asked for clarification regarding responsibility for the replacement of perishable emergency supplies, such as water and alcohol swabs. Director Bishop indicated that the district underwent a review of emergency supplies in recent years and provided all schools with a common base of supplies from a district budget. After that point, schools are expected to replenish their emergency supplies from school budgets on a yearly basis. A suggestion was made to review the expectation with principals, as this is a common question that arises at PAC meetings.

### 3. Preliminary Budget Considerations

The committee discussed the timelines for the 2016/17 budget and the meeting schedule for the Operations Committee. Secretary-Treasurer Weswick spoke to the following budget considerations, in addition to those submitted by stakeholder groups:

- Attaining strategic plan objectives, recognizing that there is a four-year plan, and ensuring there is a budget for those priorities,
- Maintaining a high per pupil allocation,
- Addressing concerns with school base funding, including the additional allocations to both SCAS and Pender Harbour Elementary-Secondary School.
- Supporting the administrative savings plan through savings from the Teachers Pension Plan contribution rate reduction,
- Self-funding exempt compensation increases,
- Wellness initiatives to support staff and students,
- Reviewing the level of decentralizations and assigning specific costs and creating energy and waste reduction initiatives where savings are transferred back to the schools,
- Addressing additional transportation costs incurred due to Halfmoon Bay Elementary School's unique school schedule.

The committee discussed the proposed funding shift to support SCAS programs, energy and waste reduction strategies and the transportation requirements at Halfmoon Bay Elementary.

### 4. Long-Range Facilities Plan (standing item)

Secretary-Treasurer Weswick reported on a meeting to discuss long term facilities plan with maintenance staff. Two additional meetings with custodial staff are being scheduled for early March. The committee discussed issues with school fields. A suggestion was made that the joint use plan be considered in the long-term facilities plan as well as infrastructures such as internet and phone systems.

The meeting adjourned at 2:03 p.m.

**Next Meeting:** April 21<sup>st</sup>, 2016 from 12:30 to 1:00 p.m. at the School Board Office.