



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

OPERATIONS COMMITTEE

AGENDA

November 26 from 11:00-12:30 p.m.
School Board Office – Gibsons, BC

- 1) Carbon Neutral Capital Plan (CNCP) Submission Review
- 2) Strategic Plan: Goal 2.e. – Healthy Staff
- 3) Annual Transportation Review
- 4) Long Range Facilities Plan (standing item)



School District No. 46 (Sunshine Coast) 2014 Carbon Neutral Action Report

Executive Summary

The Board of Education of School District No. 46 (Sunshine Coast) supports and encourages sustainable practices and actions towards carbon neutrality. The school district's values state that: "Environmental sustainability is key to both responsible citizenship and a healthy future, and we play a fundamental role in advancing it through education, from our schools on out to our local and global communities."

A key objective for School District No.46 (Sunshine Coast) with its stated value is educating employees and students to become socially responsible community leaders by promoting behavioural changes for environmental sustainability for today and into the future. By introducing environmental educational programs, we hope to enable all learners to use critical thinking to solve problems, make informed decisions, and understand the potential consequences of decisions and to take actions to ensure the sustainability of the environment. These programs should allow all students and employees to understand personal, local and global environmental issues, develop respect for self and all living species, and develop skills necessary for learning about and understanding the environment so they feel empowered to take personal actions, and continue learning throughout their lives.

Planning for reducing greenhouse gas (GHG) emissions from operations occurred at a number of levels and resulted in the following four key actions in preparation for carbon neutrality continuing in 2015 with ongoing continuation into the future:

1. Discussion of district-wide activities towards carbon neutrality is a regular item on the agendas of Administrative and Principals' meetings.
2. Requirement that all contracts and agreements that the district enters into must adhere to sustainable practices (bus contracts in particular).
3. Change to electronic communication to reduce paper for meeting agendas and presentations for both staff and the Board of Education.
4. Evaluations by trade persons to assess all options with respect to finding the most sustainable, green and cost effective systems to reduce energy consumption.

Overviews

2014 Greenhouse Gas Emissions

• Mobile Fuel Combustion (Fleet and other mobile equipment) =	83.85 tonnes CO ₂ e
• Stationary Fuel Combustion and Electricity (Building) =	782.55 tonnes CO ₂ e
• Supplies (Paper) =	24.90 tonnes CO ₂ e
• Fugitive Emissions =	32.73 tonnes CO ₂ e
Total 2014 Greenhouse Gas Emission	924 tonnes CO₂e

It was estimated that stationary fugitive emissions from cooling do not comprise more than 0.01% of School District No. 46 (Sunshine Coast) total emissions and an ongoing effort to collect or estimate emissions from this source would be disproportionately onerous. For this reason, emissions from this source have been deemed out-of-scope and have not been included in School District No. 46 (Sunshine Coast) total greenhouse gas emissions profile.

Offsets Applied to Become Carbon Neutral in 2014

• Total 2014 Greenhouse Gas Emissions =	924	tonnes CO ₂ e
• Emission Which Do Not Require Offsets =	3	tonnes CO ₂ e
<u>Total Offset Purchased</u>	<u>921</u>	<u>tonnes CO₂e</u>
<u>Total Offset Investment (before taxes)</u>	<u>23025</u>	<u>cad</u>

As required by section 5 of the Carbon Neutral Government Regulation, 3 tonnes CO₂e of emissions resulting from the operation of school buses were reported as part of our greenhouse gas emissions profile 2014. However, they were not offset as they are out-of-scope under section 4 (2) (c) of the Carbon Neutral Government Regulation.

Actions Taken to Reduce Greenhouse Gas Emissions in 2014

Some specific initiatives that School District No. 46 (Sunshine Coast) undertaken in 2014 with regard to reducing greenhouse gas (GHG) emissions towards carbon neutrality from operations.

Ongoing Initiatives Prior Years Continued in 2014

Continued with:

- Lighting upgrades in schools.
- Replacing single pane glazing with double pane glazing.
- Replacing exterior doors and improving weather stripping.
- Upgrades and additions to DDC controls in schools.
- Installation of multifunction devices (fax, copier, scan) in all worksites and schools.
- Installation of default auto sleep functions on computers, monitors and CPUs.
- Required Energy Star rated model computer and appliance renewals.
- Use of 30% post consumer recycled paper for printers and photocopiers.
- Reduced vehicle emissions through carpooling.
- Use of electronic document library for filing documents.
- Regular maintenance of fleet vehicles.
- Evaluating mechanical systems and prioritizing systems to upgrade.
- Raising the level of awareness for carbon sustainability through staff and student education and dialogue to inform and encourage sustainable practices and support behaviour change.
- Completed construction on a new LEED Gold school facility.
- Ensure shutdown of computers outside of regular business hours.
- Encourage the use of electronic documents rather than printed-paper documents.
- Encourage the utilization of web conferencing.
- Re-commissioning of existing mechanical systems.
- Replaced secondary school boiler plant with condensing boiler and VFD pumps
- Installed condensing domestic hot water heaters

- Installed domestic hot water solar collectors
- Replaced school exterior lighting with LED fixtures across district.
- Tightened HVAC schedules to reflect actual school usage hours.
- Lowered night setback temperatures district wide

Plans to Continue Reducing Greenhouse Gas Emissions 2014 – 2015

Going forward, over the next three years, School District No. 46 (Sunshine Coast) will develop protocols, policy and regulations to support key areas of greenhouse gas reduction. Examples include:


- Further explore solar feasibilities.
- Continuous optimization of HVAC controls and systems in partnership with Fortis BC and BC Hydro.
- Establish district Sustainability Committee to support district activities and to support sustainable practices.
- Continue to replace district vehicles with more fuel-efficient vehicles.
- Replace single-glazed with windows with low emissivity double-glazing.
- Addition of HVAC controls and re-commissioning of existing HVAC systems.

Becoming carbon neutral is an important goal towards School District No. 46 (Sunshine Coast) sustainability plans in the following ways:

- It encourages all members of the organization to work on this together to be more successful and unified in our efforts towards carbon neutrality.
- Carbon sustainability practices provide good modeling for students and the wider community.
- Carbon sustainability demonstrates fiscal responsibility by using recycled materials, monitoring and reducing consumables and analyzing and reducing utilization of vehicles.

Some anticipated financial, environmental, and social benefits related to reducing GHG emissions include:

- Social - bringing together various employees and employee groups with students for a common purpose.
- Financial – working toward energy efficiency will result in savings.
- Environmental – expanding school recycling programs, reducing fuel and gas consumption, and monitoring travel will support the initiatives of the activities Sunshine Coast local governments.



Patrick Bocking
Superintendent of Schools



Nicholas Weswick
Secretary-Treasurer



School District No. 46 (Sunshine Coast)

Administrative Regulations

FACILITIES

3800

TRANSPORTATION

A. Entitlement/Eligibility

1. Walk Limits:

Parents/guardians are responsible for getting their children to and from school. The board assists parents with this responsibility provided the student qualifies for transportation under the Board's Administrative Regulations.

Students residing in the Sunshine Coast School Board's jurisdiction, who are enrolled in a school within their designated catchment area (home school) are eligible for bus transportation as long as they reside at greater than the following distances from that school:

- (a) Elementary Grades K-7: 2.0 km
- (b) Secondary Grades 8-12: 3.2 km

Parents/guardians are responsible for transportation of such students to and from the appropriate school bus pick-up location.

Parents/guardians are responsible for the safety and supervision of their children prior to pick-up by the bus and immediately after leaving the bus on their return trip home. Parents/guardians shall ensure the children are at the proper pick-up location five minutes prior to scheduled pick-up.

Transportation for students residing within the above noted walk limits is the responsibility of the parent/guardians.

2. Empty seat/Courtesy riders:

When routes have been established and there are available seats on the bus, students not meeting the eligibility requirements to ride the bus may make application to their school principal for use of an available seat on the appropriate bus serving their residential area and school of attendance. However, if a seat is granted, any such permission may be withdrawn at any time and should not be considered to constitute a precedent or establish a right. Preference will be given to the youngest students for whom applications have

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Date adopted:
Revised:

Reference:

Supt. Signature:



School District No. 46 (Sunshine Coast)

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TRANSPORTATION (continued)

been received, living furthest from the school. Assignments of these ineligible students to available seats will be finalized at the discretion of the school district office in conjunction with the school bus operator.

3. Cross Boundary Transportation:

The School Board does not provide transportation for students attending schools other than their designated home school.

4. Transportation Assistance:

Transportation assistance may be provided where bus transportation is not practical and students are outside the walk limits.

5. Special Transportation:

Transportation requirements for special needs students shall be dealt with on an individual basis. In special cases of ill health, the Secretary-Treasurer may waive the walk limits.

6. Summer School:

Transportation for students attending summer school shall be the responsibility of the parents/guardians.

7. Ferry Transportation:

Transportation assistance is not provided to students who rely on the ferry service, as this service is free to students using the ferry to get to and from school.

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TRANSPORTATION (continued)

B. Curricular and Extracurricular

1. Principals shall allocate funds in the annual operating budget of their schools for curricular and extracurricular activities.
2. Principals shall make transportation arrangements for curricular and extracurricular trips directly with the bus company.
3. For curricular and extracurricular trips, the preferred modes of transportation are: first, school buses; second, buses operated by transit companies; third, vehicles rented from a commercial operator; fourth, privately owned vehicles.
4. Drivers of vehicles must provide assurance to the principal that vehicles meet highway safety requirements.
5. In vehicles other than school buses which are not equipped with seat belts, only as many passengers as there are available seat belts shall be transported, and seat belts shall be worn at all times when the vehicle is operated.
6. Children under the age of thirteen should not be transported in the front passenger seat of a vehicle equipped with an air bag.
7. Smoking in vehicles transporting students is not permitted.
8. The principal shall determine that each driver has a valid driver's license.
9. The principal shall determine that each vehicle is insured for a minimum third party liability of \$1,000,000.
10. If the vehicle is to be used for school activities in excess of 1,600 kms, the insurer shall be notified. If required by the insurer, the vehicle shall be rated and insured for business use.

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TRANSPORTATION (continued)

11. Schools shall not borrow a vehicle to be driven by anyone else but the owner, because in the event of an accident, there are costs for deductible and lost safe driver discounts which the owner may seek to recover from the school or the district.
12. Students being transported in private vehicles will use care seats when they have been provided for use by a parent/guardian.

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