



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

OPERATIONS COMMITTEE NOTES

Held on April 18th, 2018 from 12:30-2:00 pm
At the School Board Office, Gibsons, B.C.

PRESENT: TRUSTEES: Lori Pratt (Committee Chair), Betty Baxter, Dave Mewhort

STAFF/OTHERS: Patrick Bocking, Superintendent; Nicholas Weswick, Secretary-Treasurer; Paul Bishop, Director of Instruction; Phil Luporini, District Principal of Technology; Rob Collison, Manager of Facilities and Transportation; Erica Reimer, Executive Assistant (Recording Secretary)

REGRETS: Greg Russell, Trustee

The meeting was called to order at 12:31 p.m. Trustee Pratt chaired the meeting in Trustee Russell's absence.

1) Goal 2.i. – Facilities

Our staff will work and learn with their students in exceptional facilities that are efficient and attractive.

Facilities Manager, Rob Collison, provided an update on major renovations and projects that took place during the 2017/18 school year:

- HVAC upgrade / solar installation at Pender Harbour Secondary,
- HVAC upgrade / solar installation at Davis Bay Elementary,
- Portables added at Cedar Grove Elementary and West Sechelt Elementary,
- Asbestos abatement at West Sechelt Elementary,
- Ongoing interior renovations at Elphinstone Secondary – expected completion in June 2018,
- Duct cleaning at Langdale Elementary,
- Roofing projects at Pender Harbour Secondary, Cedar Grove Elementary, Roberts Creek Elementary and Langdale Elementary.

The committee discussed expected savings from solar projects. Secretary-Treasurer Weswick reported that savings from capital funded solar projects are returned to the district operating fund.

2) Preliminary Budget – Funding Announcement Review

A copy of the full presentation is attached to these notes for reference.

Secretary-Treasurer Weswick reviewed the operating fund, including revenue sources, noting that the Unique Geographic Features grant declined as a result of enrolment increases at several schools. The committee reviewed non-enrolling teaching staff targets and Classroom Enhancement Funding.

The 2018-19 budget includes:

- Additional 1.5 school specialist staff,
- District music teacher increase (one FTE),
- Special needs supports, including inservice and training to support classroom teachers,
- Resources to support additional planning for staff health and safety initiatives,
- Implementation of additional filtered water stations in kindergarten classrooms,
- Increase in budget for professional services to better reflect current costs,
- Paid training during the spring break for Education Assistant training,
- Increase in annual budget for International Education,
- Budget to support Energy Matters program,
- Increase to teaching mentorship support – matching grant with SCTA.

Secretary-Treasurer Weswick reviewed the proposed use of the 2016/17 Unrestricted Surplus (\$750,000):

- \$510,000 in direct school allocations,
- \$150,000 to support three year professional development/collaboration project,
- \$30,000 Technology vehicle replacement,
- \$30,000 District Website Enhancement,
- \$30,000 Trustee Elections.

RECOMMENDATION:

“THE committee recommends board support for the 2018-19 Budget at the May Regular Board Meeting.”

3) Annual Facilities Grant Plan

Facilities Manager, Rob Collison, provided an update on the preliminary spending plan which includes:

- Replacement of flooring in Elphinstone Secondary science labs,
- Various roofing projects,
- Windows and door replacement at several sites,
- Field improvements (increase of \$10,000 from previous years),
- Asbestos abatement at Pender Harbour Secondary,
- Duct cleaning at Elphinstone Secondary,
- Access improvements at the SLC (if the YMCA daycare project moves forward),
- Consultant reports,
- Energy efficiency initiatives and supports,
- Gym floors refurbishing at Roberts Creek Elementary and Davis Bay Elementary,
- Exterior renovation to the Sunshine building and CSF library at the Sechelt Learning Centre,
- Interior renovations at Sechelt Learning Centre,
- Fire alarm improvement,
- Wired glass remediation,

- Maintenance staffing.
- 4) Transportation Review (standing item)
No update to report.
- 5) Local Government OCP / Zoning Referrals (standing item)
No referrals received.

The meeting adjourned at 2:06 pm.

NEXT MEETING: Wednesday, May 31st from 12:30-2:00 pm at the School Board Office