



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

OPERATIONS COMMITTEE NOTES

Held on June 21st, 2018 from 12:30-2:00 pm
At the School Board Office, Gibsons, B.C.

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

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

The meeting was called to order at 12:30 p.m.

1) Emergency Preparedness

Director Bishop reviewed the role of the school district in an emergency. The district has provided training to all principals on emergency procedures, following best practices provided by the Vancouver School Board. The committee reviewed a document to guide staff in the following emergency procedures: lockdown, hold and secure, room clear, shelter in place, evacuate and drop, cover and hold terminologies.

2) Summer Work

Mr. Collison shared the maintenance departments work plan for the summer months. The detailed plan is available in the agenda package at http://www.sd46.bc.ca/files/17-18 BoardMeetings/cmtes/20180621-Ops_Agenda.pdf

3) Regulation 1885 - Trespassing and Maintaining Order

Director Bishop indicated that the regulation was being updated to conform to language in the *School Act*. In addition, language from regulation 1950 (Visitors) has been embedded in the revisions and, as such, will be repealed following the circulation period.

4) Regulation 1888 – Use of Privately Owned Personal Computers

Superintendent Bocking clarified that the regulation had never been enacted and was listed in error in the agenda package. The district has no plans to pursue or enact such a regulation.

5) Regulation 1890 – Video Surveillance

Director Bishop indicated that the revisions to the regulation reflect laws and recommendations on the storage and the use of video surveillance. The regulation has been updated to reflect current practices and changes in technologies.

6) Regulation 1950 – Visitors

As reported earlier, language from this regulation has been embedded in the revisions to the Trespassing and Maintaining Order regulation (1885). Regulation 1950 will be repealed following the circulation period.

7) Regulation 3870 – Use of Potentially Dangerous Equipment

Director Bishop indicated that the regulation would be repealed following the circulation period. Operational procedures for the use of equipment, such as the personal lift, will be shared with staff through internal structures.

8) Transportation Review (standing item)

Secretary-Treasurer Weswick reported that a route optimization review had recently been completed by an external consultant. The consultant provided several recommendations to improve service by reducing wait times and ride times for students. A report will be provided to the board in the fall.

9) Local Government OCP / Zoning Referrals (standing item)

The committee reviewed a subdivision referral from the District of Sechelt. The committee concluded that the school district's interest were largely unaffected by the proposal.

The meeting adjourned at 1:32 pm.

NEXT MEETING: Wednesday, September 20th from 12:30-2:00 pm at the School Board Office.