

SCHOOL DISTRICT 54 (Bulkley Valley)

COMMITTEE REPORT OPERATIONS COMMITTEE MEETING OF April 6, 2011

In attendance:

Committee Members: Chair: K. Martinsen, S. Browne, S. Yaremco

Administration: S. Richards, Secretary Treasurer, C. van der Mark, Superintendent; E. Hildebrandt, Supervisor of Operations, C. Dickinson, Interim Asst Superintendent

Regrets: S. Browne

Ex Officio: L. Kearns

The meeting convened at 5:00

REPORT:

The committee moved in-camera at 5:05 to discuss 4 items including property, personnel and collective bargaining issues. The committee returned to regular session at 5:55 and discussed the regular agenda items below.

1. 2011 – 2012 School Calendar

Mr. van der Mark presented the draft 2011 – 2012 school calendar noting the placement of NIDs. After consultation with BVTU and PVP, changes included moving the September 16th NI Day to September 23 and the January day to February 10th. In other respects, the calendar follows the standard provincial calendar. ***The committee recommends that the board approve the 2011 – 2012 school calendar as presented.***

2. Carbon Neutral Action Report

Mr. Richards noted that this report had been submitted and the carbon offsets purchased, on time and all as required. Including the cost of HST applied to the purchase of the offsets from the Crown Corp, Pacific Carbon Trust, the total cost for this district to become 'carbon neutral' from 2010 was \$25,694.00. No response has yet been received but there will likely be changes recommended / required to our report and a final submitted by April 30.

3. PSECA (Solar Air Projects)

Mr. Richards provided the committee with a bylaw associated with government funding of this initiative. ***The committee recommends that the board give all 3 readings of Capital Project bylaw No. 126268 (PSECA Phase 3 HVAC Upgrade) in the amount of \$90,062.00 at the regular meeting of the Board on April 19, 2011.***

4. Walnut Park Pile Replacement Project

Mr. Richards provided some photographs and information relating to the replacement of some rotting piles at Walnut Park.

5. Advocacy Letters from other School Districts

The committee reviewed some letters recently written to the Minister regarding substantive issues including, utilities, carbon neutrality, formula funding, and AFG

6. Year to Date Budget Performance

The committee reviewed a briefing note highlighting funding issues relevant to the Provincial situation, the district's situation, current year budget performance and principles guiding the development of the 2011 – 2012 budget.

7. Transition to Public Sector Accounting Board Guidelines

The committee reviewed a briefing note providing information on the required move to PSAB accounting procedures in the 2012 -2013 fiscal year.

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8. Building Envelope Program (HSS)

Mr. Richards noted that a design report had been received by a consultant engaged by the Ministry of Housing with respect to this initiative. Work is ongoing and we continue to be hopeful that full funding will be made available for redressing the issues at the gymnasium at HSS.

9. 2010 – 2011 Interim Audit

Mr. Richards noted that the annual audit is conducted in two phases – the first was completed during spring break. The initial phase focuses on payroll issues. No concerns were raised by the auditors. The remainder of the audit will be undertaken in later July, 2011.

10. 2011 – 2012 Annual Facilities Grant

The committee reviewed a briefing note highlighting information relating to the AFG for next year. Highlights included some of the changes this year including the move towards a more 'application' driven process and that the bulk of the funding at the provincial and district level will be sourced from provincial capital funding which will require a capital project bylaw. The district must have its projects and cash flow submitted by April 30. Further information will be provided on the specific projects at a subsequent meeting. ***The committee recommends that the Board give all three readings to Capital Project Bylaw 126312 (2011-2012 AFG) at its regular meeting of April 19th, 2011.***

11. Meeting with Ministry Officials at BCSTA AGM

Mr. Kearns provided the committee with information relating to the annual process associated with setting up meetings with the Minister of Education and senior bureaucrats at this event, noting that our district's request to have a meeting was successful but that the meeting would be with ministerial officials only – the minister would not be in attendance. The committee discussed the topics and value of such a meeting and further consideration will be given to the issue.

The committee adjourned at approximately 6:45 PM

Date & Time of Next Meeting: May 11, 2011 at 5:00 PM

Respectfully submitted:

K. Martinsen Chairperson, Operations Committee