

**SCHOOL DISTRICT 54**  
**(Bulkley Valley)**

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**COMMITTEE REPORT**  
**OPERATIONS COMMITTEE MEETING OF**  
**February 2, 2011**

**In attendance:**

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

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

**Regrets:** S. Yaremco

**Ex Officio:** L. Kearns

The meeting convened at 5:00

**REPORT:**

**1. 2010 – 2011 Amended Budget**

The committee was provided the amended budget and a briefing note highlighting changes from the preliminary noting that revenues and expenditures increased by approximately \$300k with total student FTEs virtually unchanged. Mr. Richards provided detail with respect to the specific increases within the budget. After discussion, the committee recommends that the Board give all 3 readings of the 2010 – 2011 Amended budget bylaw at the regular meeting of February 15, 2010.

**2. Compliance Audit**

Administration provided an update with respect to the audit activities taking place around the district noting that over the course of 4 days, auditors will have reviewed numbers and procedures at SSS, HSS, BVLC, MME and TSE with respect to regular enrolment, Aboriginal Education, career prep and other similar programs. An exit meeting is scheduled for Friday morning (February 4) with senior management to discuss findings and recommendations.

**3. Carbon Neutral Action Reports**

Administration provided a brief update on the required reporting associated with Bill 37 and 44. Once complete, the reports will be provided to the committee.

**4. Lake Kathlyn Water Plan**

Administration provided the water plan for LKE, developed by Mr. Hildebrandt in collaboration with Public Health. The plan provides processes and procedures to ensure safe water at that school. The report was well received by the Environmental Health Officer.

**5. Smithers Secondary Boiler Upgrade**

Administration provided highlights with respect to the boiler upgrade planned for the summer of 2011 noting that the project had just been put out to tender. 50% of the project costs are supported by government.

The committee adjourned at approximately 6:00 PM

Date & Time of Next Meeting: March 2, 2011 at 5:00 PM

Respectfully submitted:

K. Martinsen      Chairperson, Operations Committee