

SCHOOL DISTRICT 54
(Bulkley Valley)

OPERATIONS COMMITTEE MEETING

Regular

May 5th, 2015

5:00PM

School Board Office

Voting Members	Administration
L. Collingwood, Chair P. Michell, Alternate L. Kearns (ex officio)	C. van der Mark, Superintendent D. Margerm, Secretary Treasurer M. McDiarmid, Assistant Superintendent
Regrets: J. Williams	E. Hildebrandt, Director, Facilities and Maintenance

Meeting Times: 5:06 - 7:26 pm

REPORT

1. Early Thursday/ Instructional Time

Mr. McDiarmid updated the Committee on the new Thursday afternoon agreement as outlined in Briefing Note 1. There was agreement from both parties, BVTU and District Administration, that this letter of understanding will work for both sides.

2. Draft Budget Bylaw & update

Mr. Margerm outlined points regarding the annual Draft 2015-2016 Annual Budget. Public consulting period is from May 5th to when the Board approves the Budget Bylaw. The public meeting for the draft budget is May 12th at 7 pm. The budget needs to be in to Ministry by June 30th, 2015. Mr. Margerm then outlined the highlights of draft financial statements. This included a decline on enrollment of 70 FTE; a balanced budget with an appropriation from surplus of \$150,000. The 2015-2016 Draft Annual Budget will be outlined in detail at the public meeting and the May Board meeting. ***The Committee recommends the Board proceed with the three readings for the 2015-2016 Budget Bylaw.***

3. Administrative Savings

Mr. Margerm outlined the progress on the Administrative Savings plan which is due to the Ministry by June 30th, 2015. School District 54 is required to demonstrate a savings of \$132,765. This has been met by reductions in administration, clerical, busing, and revenue increases to rental income, international student fees and investment income.

4. Facility planning: Sportsplex and Donation Plan

Mr. van der Mark outlined the Sportsplex sponsorship plan outlined in Briefing Note 3. The Committee gave advice into the hierarchy, contribution amounts and naming practice for each level.

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5. PGSS Facility letter

Mr. Kearns outlined a letter received from the City of Prince George in regards to a letter of request for support of the Masich Stadium Project. The City of Prince George is submitting an application to the UBCM Federal Gas Tax Strategic Priorities Fund. ***The Committee recommends Mr. Kearns respond to the City of Prince George with a letter of support.***

Date & Time of Next Meeting: June 2nd, 2015
