

SCHOOL DISTRICT 54 (Bulkley Valley)

COMMITTEE REPORT OPERATIONS COMMITTEE MEETING OF October 2, 2012

In attendance:

Committee Members: Chair: K. Martinsen, P. Michell, F. Farrell

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

Trustees: (non voting) Sheryl Yaremco

Regrets: Kim Martinsen

Ex Officio: L. Kearns

The meeting convened at 5:00 and discussed the following items. The committee moved *in-camera* to discuss items relating to property and labour relations.

REPORT:

1. Bylaw 116244 – HSS Building Envelope Program

Administration reviewed the history of the BEP as it relates to our one eligible school – HSS. The value of the bylaw is \$740K and plans are being developed to repair the gymnasium at the school.

The committee recommends that the Board give all 3 readings to Bylaw 116244 at its regular meeting of October 16, 2012.

2. Compensation Disclosure

Mr. Richards informed the committee that the compensation disclosure report was submitted, as required, by September 14 to BCPSEA. The report is required for those public sector employees earning \$125k or greater.

3. Facilities Review

Mr. Richards referred to a briefing note on the subject highlighting the Board's interest in renewing the facilities review process. ***The committee recommends that the Board proceeds with the Facilities Review process as outlined in the briefing.***

4. Occupational Health & Safety Plan (newsletter)

Administration reported on the improvements in communications with respect to the District's Occupational Health & Safety Plan. The October newsletter was distributed for review.

5. Topics for December Board Retreat

The committee reviewed the standardized agenda used for Board retreats and discussed dates and topics. Mr. Kearns asked Trustees to submit suggestions to himself or Mr. Richards. The date of the retreat is Tuesday December 11.

6. OAG Recommendation – Audit Committee

A briefing note provided background on the OAG's recommendation to form an Audit Committee. The committee agreed that it would be a good topic for the retreat.

7. OAG Corporate Representative Survey

The committee reviewed correspondence from the OAG addressed to both the Secretary Treasurer and Chairperson asking for input. Subsequent correspondence from the OAG provided the actual survey questions. Mr. Kearns communicated with all Trustees that they could respond independently on-line or by writing but that the boardroom was booked at 6:30 October 15th to better understand the purpose of the survey questions.

SCHOOL DISTRICT 54 *(Bulkley Valley)*

8. WSBC Rate Increases

The committee was provided with background information documents relating to anticipated WCB rate increases. Mr. Richards provided some background on current and anticipated costs noting that the K-12 sector might actually experience a rate decrease in 2013.

9. Changes to the 1701 (Student Funding)

Mr. Richards provided the committee with a briefing note highlighting recent changes to the 1701. It was noted that Grades 8 & 9 students would now be funded at a base 0.5FTE and would require 4 courses to achieve a full 1.0 FTE. It is expected that there will be a minimal impact from this change although some of our STRIVE students at SSS may indeed be taking less than 4 courses.

10. Report on Learning Improvement Fund

Superintendent van der Mark provided the committee with a report on expenditures to date for the Learning Improvement Fund. He noted that updated information would be provided at the regular meeting of October 16.

The committee adjourned at approximately 6:20 PM

Date & Time of Next Meeting: November 6, 2012

Respectfully submitted:

K. Martinsen Chairperson, Operations Committee