



OPERATIONS & FACILITIES COMMITTEE MEETING

**December 19, 2017
4:30 p.m.
District Education Office**

AGENDA

1. Call to Order
2. Election of Chair
3. Approval of the Agenda
4. Approval of the Minutes – October 17, 2017 (*Page 2*)
5. School Enhancement Projects - Update
6. Hope Community Garden (*Page 6*)
7. Kiosk Update
8. Running Track
9. Snow Removal
10. Video Cameras
11. Questions
12. Adjournment

**Next Meeting: February 13, 2018
4:30 p.m.
District Education Office**

**BOARD OF EDUCATION
SCHOOL DISTRICT NO. 78 (FRASER-CASCADE)**

**DRAFT MINUTES OF THE OPERATIONS & FACILITIES COMMITTEE MEETING
October 17, 2017**

PRESENT:

Board Representatives:

Tom Hendrickson	Trustee	Acting Chair
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Committee Representatives:

Peter Flynn	Vice Principal	FCPVPA
Karl Koslowsky	Vice Principal	FCPVPA
Amy Smith	President	FCTA
Jon Polishak	Teacher	FCTA
Brad Bourel	President	CMAW
Diana Savoie	AEC	
Suzi Inkman	Parent Rep	
Sequel Adamson	Student Rep	

District Staff:

Karen Nelson	Superintendent
Natalie Lowe	Secretary-Treasurer
Doug Templeton	Director of Facilities & Transportation
Ashley Limb	Recording Secretary

Regrets:

John Koopman	Trustee
Kevin Bird	Assistant Superintendent
Wendy Clark	Parent Rep
Franco Linza	CMAW
Leanne Bowcott	AEC

1. Call to Order

The meeting was called to order by Trustee Hendrickson at 4:31 p.m. in the boardroom of the District Education Office.

2. Election of Chair

The Election of Chair will be deferred to the next meeting. Trustee Hendrickson was appointed Acting Chair for the meeting.

3. Approval of Agenda

BOUREL/FLYNN

THAT the agenda of the Operations and Facilities Committee meeting for October 17, 2017 be approved as presented.

CARRIED

4. Approval of Previous Minutes – April 18, 2017**TEMPLETON/SAVOIE**

THAT the minutes of the Operations and Facilities Committee meeting held on April 18, 2017 be approved as presented.

CARRIED

5. Meeting Dates

The meeting schedule was distributed and reviewed by committee members.

6. Capital Plan

The Director of Facilities and Transportation explained that the capital plan has been segregated into divisions in recent years due to additions of school enhancement projects and building envelope programs. The School District has no official seismic program projects supported by the Ministry at this time, nor are there any building envelope projects as there were none that met the requirements.

Discussion surrounded the submission of an expansion project for two Kent Elementary kindergarten classrooms, in addition to the expansion of two classrooms which was completed this year.

Agassiz Elementary-Secondary School and Harrison Hot Springs Elementary School have been on the school replacement project list for many years are the School District's top priorities. With declining enrolment, the Ministry has not designated the school replacement as a high priority.

The Director of Facilities and Transportation discussed in detail several of the school enhancement program projects which include LED lighting upgrades, dust collection systems for the secondary schools, AC and ventilator replacements, and roof top unit replacements. The full list is provided in the agenda package.

7. AFG Funding/Summer Work

The Director of Facilities and Transportation indicated that the AFG/summer work is focused on one or two schools per year to try to make the biggest impact possible. The district has been divided into five equal components/areas. Focusing on one or two makes a significant impact. Boston Bar Elementary-Secondary School and Harrison Hot Springs Elementary School were the biggest priorities for the current school year.

Discussion surrounded the list of work for the two schools. Boston Bar's descriptions of work included interior and exterior paint, floor replacement, field work, security systems and storm/sanitary sewer replacement. Harrison's included a mechanical upgrade, interior and exterior paint, security system, lighting upgrade and water services being connected to the Village. There were some comments and questions regarding Harrison's recent power outage and the problem with water, which will no longer be an issue once they're hooked up to Village water and not on a well.

There was further discussion about power outages, and the suggestion of backup generators for schools. The number of instructional time lost to power outages are very minimal for the School District.

8. Kent Addition

The Director of Facilities and Transportation indicated that most of the Kent addition is complete with some minor painting left to do. Along with the classrooms addition, there was some new play equipment installed and some paving and increased parking space.

Discussion surrounded costs of the addition of the two classrooms. Currently all the work at Kent Elementary amounts to approximately \$700,000.00. Two portables would have cost approximately \$350,000.00. The Acting Chair asked about an open house date for the addition and that will be discussed at a Board Meeting.

9. C.E. Barry Field Use

The School District was approached by a community running group asking if there was interest on behalf of the Board to site a track around the C.E. Barry field property for community use. The Secretary-Treasurer indicated that it was approved by the Board. The running club put an application in for a grant, and if successful, could access up to \$100,000.

There was discussion surrounding costs of a potential track for the Hope area, and the work involved.

10. Kiosk Update

There is going to be a kiosk installed on the C.E. Barry school property to honor and provide a history of Mr. Barry, the longest serving school trustee in Canadian history. The senior History class at Hope Secondary is helping along with the senior Woodworking class. This topic will be deferred to the next meeting so Trustee Koopman can speak to it.

11. Coquihalla Covered Play Area

Coquihalla Elementary School is having a covered play area installed currently on the field. This project is primarily funded by the school. The structure will be steel with the same roofing and design as the school. There will be lights installed under and it is positioned so the area can be seen from every director. The Director of Facilities and Transportation anticipates the project will be completed by the end of November.

12. New Staff

The Secretary-Treasurer told the committee that the School District has a new carpenter employed, and a long serving member of the maintenance department is retiring in January and the District is currently seeking a replacement for his position.

13. Daycare at Harrison Hot Springs

The Secretary-Treasurer indicated that the portables at Harrison Hot Springs Elementary School house the daycare centre that is partnered with the School District. The School District has a wonderful relationship with the daycare centre and they have applied for another facility to house more students. The Board has given approval for the application. The Director of Facilities and Transportation discussed three different options for the placement of the additional portable in helping her submit her application.

14. Cameras in Schools Update

The Director of Facilities and Transportation received quotes for security camera equipment and installation for schools. It is hoped that this will be completed by the end of the school year. The cameras will provide the office with images of parking lots, exits and exteriors of schools. It's a tool used to reduce vandalism, among other things, and is standard in all new schools built.

The Secretary-Treasurer indicated that cameras in schools must be discussed with the PAC prior to installation. Some facilities have them already.

15. Questions

Discussion surrounded earthquake tool kits and the Director of Facilities & Transportation is familiar with the systems. This is something that has not been discussed in the School District.

A teacher representative had questions and ideas surrounding ground improvements and recreation space at a school. The Secretary-Treasurer indicated that these projects are generally funded by PAC, and donations. The Director of Facilities and Transportation indicated that if these wants are high enough of a priority on the list come time to do Annual Facility Grant improvements to the school, it's something that can be looked at.

There was discussion surrounding the portable classrooms at Coquihalla Elementary School and if they're a temporary fix or a permanent solution. The Secretary-Treasurer indicated that having declining enrolment, we are not in a position for attaining additions to the area.

Next Meeting

Date: December 19, 2017, 4:30 pm

Location: District Education Office

Adjournment**BOUREL/SAVOIE**

THAT the meeting be adjourned.

CARRIED

The meeting adjourned at 6:07 p.m.



**Hope
Community
Services**

"People Helping People"

434 Wallace Street
P.O. Box 74
Hope, B.C., Canada V0X 1L0
Tel: (604) 869-2466
Fax: (604) 869-3317

November 9, 2017

Dear Chair and Board:

We are asking for your assistance in establishing a new community garden adjacent to Coquihalla Elementary School in Hope.

As you may know the Hope Community Garden was established in 2010 and has been working closely with Coquihalla, CE Barry and Hope Secondary students. Currently more than 60 students participate in the garden. Students learn about healthy food production and preparation as well as being engaged in producing food for Hope's food bank. Both these opportunities align nicely with the new BC curriculum.

For the past nine years we have been located at the corner of Fourth Avenue and Coquihalla St. Now we must relocate. The District of Hope has offered us the site at Morrison Park and we are preparing to move to the new location. However, we see that there may be an opportunity for us to work more collaboratively with Fraser-Cascade. We expect that the new location will see an increase in the number of students attending the community garden. As a result, we expect that we will need more space and so are asking if we may be able to utilize the two lots located at the bottom of the Coquihalla Elementary School field. This, together with the space available to us at Morrison Park would allow for more plots and increased usage of the site.

Additionally, we are seeking any further support from the school board in terms of helping us to reduce costs associated with delivering programming to Hope students. One item that we see as of great assistance would be to include the community garden under the school board's insurance policy. Currently, we spend a great deal on our annual insurance. This inclusion may not cost Fraser-Cascade any additional cost but would help us to free up more funds for programming.

We look forward to hearing from you and discussing opportunities of how we can move this important community project forward.

With thanks

Michele Thornhill, Executive Director

Hope Community Services

I will begin with a brief description and vision of the Hope Community Garden and then move on to our appeal to the Fraser Cascade School District.

The Garden was founded by Free Rein in 2010. This changed to the Hope Community Services in 2014. The garden is entirely volunteer driven but needs a governing body for finances.

The Garden is presently situated on the corner of 4th Avenue and Coquihalla Street. The land was owned by Imperial Oil and leased out to us. Ownership has changed over to the District of Hope. With this change came the notice for our relocation to Morrison Park.

Morrison Park belongs to the town and is right now open to public. The Park backs up to the Coquihalla School grounds. The new usable area for the garden is much smaller than the existing garden space.

The vision was and still is to provide space to Hope residents to have access to healthy, local food while being physically active. We value connecting with other community members of various ages and abilities through working together and supporting each other and those in our community who do not have access to healthy foods.

We started with five members and plots. Over the years the numbers have continued to increase and through generous donations the Garden was able to add special features such as the sheds, greenhouse, toilet, fire pit, and so much more.

Currently the Garden has 37 members. Some of these members represent whole families, organized groups, such as Summer Recreation or school classes, who garden 41 outdoor plots, 7 of which are raised for easy access. In the greenhouse there are 20 plots, and there is a large outdoor plot used for a few families who grow for themselves and the Food Bank.

All members have a key and access to the Garden whenever they want and are provided with soil, manure, water, and gardening tools. We also have an increasing variety of fruits for all members (berries, apples, grapes, rhubarb) as well as a communal camp fire pit.

Right from the beginning we had school classes participating in the Garden. Both CEB and HSS took part as well as many classes from Coquihalla School. They have successfully grown vegetables like spinach, radishes, lettuce, carrots, beans, squash, beets and kale. They have helped with communal tasks like growing vegetables for the food bank, planting trees, building planter boxes and painting the outhouse.

Some teachers participate in Agriculture in the Classroom, a Ministry of Agriculture program. Their classes have brought Spuds in Tubs that started in class before Spring Break to continue growing in a safe location. While checking the progress, the children were able to see the growing cycle of so many plants as well as assist with such tasks as harvesting Jerusalem artichokes or moving wood chips. In June, the children pull out the plants and dig out the potatoes. Their joy of seeing so many potatoes pulled from the tubs is incredible. The children are so excited. The spuds are later cooked at the school with many happy children enjoying their treat.

In addition to all this, the children have participated in the mud room in the house made from willow saplings, sampled raspberries and grapes in season, pushed the wheel barrows full of soil or dug buckets full of soil and packed them to plots. They have swung from the rope attached to the large tree and climbed and jumped from the piled hills of soil. They have run in and around the plots and trees and enjoyed a hot dog roast around a campfire. Children need the opportunity to get outside and experience nature. The Community Garden accomplished this.

We believe strongly with the education, skills, and passion students gained during the time in the Community Garden. They are building a good life skills foundation along with new BC curriculum. It is a great opportunity for children to learn how to grow vegetables and experience the flavour of fresh garden vegetables, try out vegetables they have never eaten before, be part of helping out in a community group and be proud of the accomplished work, to be exposed to a natural setting and learn by doing. Teaching children in this way will spread far beyond the original participants.

Our big vision is to utilize the garden more with school children as it will be so close to school now. Instead of small garden plots for each class, we could dedicate a larger area for the school where classes work together depending on their capability and age. The produce could be used for the lunch program in school. Maybe HSS students could be included with this program as well as parents.

**SUBDIVISION PLAN OF PARCEL 'A' (REFERENCE PLAN B1776)
 OF DISTRICT LOTS 1 AND 14, GROUP 1,
 YALE (FORMERLY HOPE) DIVISION OF YALE DISTRICT.
 PREPARED PURSUANT TO THE REPLOTTING PROVISIONS OF THE MUNICIPAL ACT.**

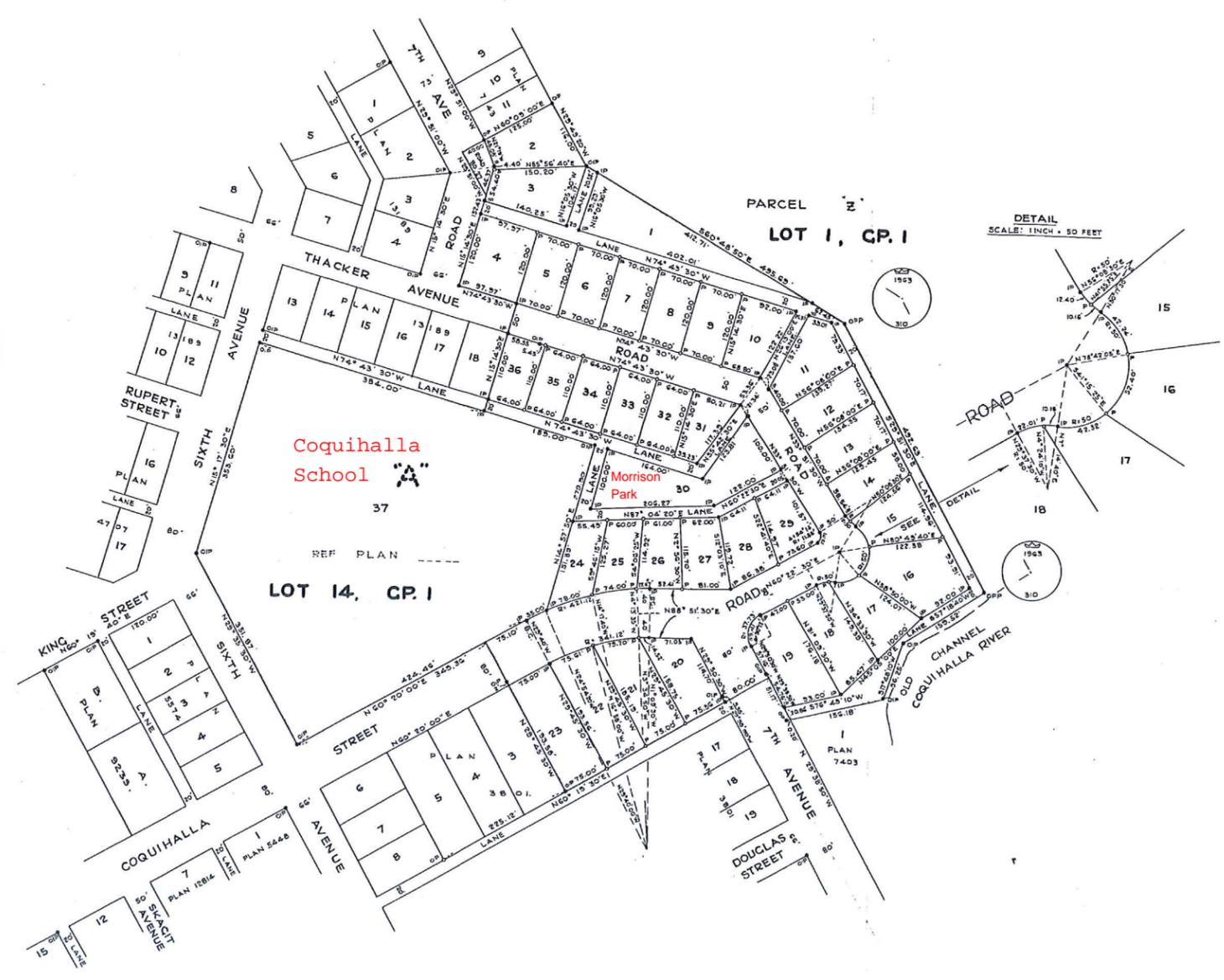
Plan No 14022

Deposited in the Land Registry
Office of Kamloops, B.C.
This 23 day of Mar. 1964.

John H. Farwell
Registrar

Bearings are astronomic and referred to the meridian of Plan 13323.

- OPP denotes old standard pipe post found.
- OIP denotes old iron post found.
- OP denotes old wooden post found.
- IP denotes iron post set.
- P denotes wooden post set.



I, David H. Burnett of Burnaby in the Province of British Columbia,
 a British Columbia Land Surveyor, make oath and say that I
 was present and did personally superintend the survey
 represented by this plan and that the survey and plan are
 correct. The said survey was completed on the 20th day
 of February, 1964.

David H. Burnett B.C.L.S.
 Sworn before me this 4th day of March, 1964.
Marshall
 Taking affidavits within British Columbia.

Approved Under the Land Registry Act.
 Dated this 5th day of March, 1964.

Paul Schulte
 Approving Officer
 Corporation of the Village of Hope

THE CORPORATION OF THE VILLAGE OF HOPE

Paul Schulte
 CHAIRMAN
Arthur D. Stewart
 CLERK

DAVID H. BURNETT & ASSOCIATES
 ENGINEERS & SURVEYORS
 VICTORIA, B.C.