



OPERATIONS & FACILITIES COMMITTEE MEETING

**April 18, 2017
4:30 p.m.
District Education Office**

AGENDA

1. Call to Order
2. Approval of the Agenda
3. Approval of the Minutes – February 21, 2017
4. Capital Plan Funding (*N.Lowe/D. Templeton*)
5. Kent Elementary Addition (*D. Templeton*)
6. District of Kent - Tree Planting (*N. Lowe*)
7. Water testing results (*D. Templeton*)
8. Youth Trade Capital Equipment Program (*N. Lowe*)
9. New Bus (*D. Templeton*)
10. Questions
11. Adjournment

Next Meeting: Fall 2017

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

**DRAFT MINUTES OF THE OPERATIONS & FACILITIES COMMITTEE MEETING
February 21, 2017**

PRESENT:

Board Representatives:

Tom Hendrickson	Chair
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Committee Representatives:

Peter Flynn	Vice Principal	FCPVPA
Karl Koslowsky	Vice Principal	FCPVPA
Diana Savoie	AEC	
Jim Turner	Teacher	FCTA
Monique Gratrix	Principal	

District Staff:

Karen Nelson	Superintendent
Natalie Lowe-Zucchet	Secretary-Treasurer
Kevin Bird	Assistant Superintendent
Doug Templeton	Director, Transportation & Facilities
Laurie Bjorge	Recording Secretary

Regrets:

Linda Kerr	Trustee	
Amy Smith	President	FCTA
Lisa Mason	Parent Rep	
Leanne Bowcott	AEC	
Brad Bourel	Staff	CMAW

1. Call to Order

The meeting was called to order by the Chair at 4:30 p.m. in the boardroom of the District Education Office.

2. Approval of Agenda

Request to add as item #10 – Transportation Funds - Superintendent

GRATRIX/FLYNN

THAT the agenda of the Operations and Facilities Committee meeting for February 21, 2017 be approved as amended.

CARRIED

Request to add as item #4 – Coquihalla Elementary Play Area – Monique Gratrix

FLYNN/TEMPLETON

THAT the agenda of the Operations and Facilities Committee meeting for February 21, 2017 be approved as amended.

CARRIED

3. Approval of Previous Minutes –December 13 , 2016**SAVOIE/FLYNN**

THAT the minutes of the Operations and Facilities Committee meeting held on December 13, 2016 be approved as presented.

CARRIED

4. Coquihalla Play Area

Principal Monique Gratrix presented to the Committee a proposal to add a covered play area to Coquihalla Elementary property. Because of the renovations that have been done, the school had lost the covered play area. The proposed area would be approximately 8 m x 14.4 m, wood structure, and asphalt floor. The school has set aside \$60,000 out of their own budget for construction and would like to begin construction as soon as the ground thaws.

TURNER/SAVOIE

Recommendation that the Board of Education approve construction of a covered outside play area at Coquihalla Elementary using funds from the school's budget.

CARRIED

5. Snow Removal on School Roofs

The Director of Transportation & Facilities addressed concerns regarding hazardous snow loads on the district school roofs. There is no concern as the district buildings meet the engineered requirements for snow loads in our area. The trigger amount is four feet of snow, at which point staff will take care of any build up of snow. Staff are always watching for any concerning amount.

There is concern at Coquihalla Elementary with the icicles along a portion of the gutter. Maintenance is working on resolving the issue as to why there is heat escaping through the soffits creating the ice.

The Superintendent thanked the Director of Transportation & Facilities and his team for working non stop to ensure schools were safe, bus routes were clear, driveways shoveled, and working with her to ensure informed decisions were made when closing schools.

6. Kent Elementary Addition

The Director of Transportation & Facilities explained that the proposal for a four classroom addition was submitted for approval to the Ministry in our capital plan, but is unsure that it may happen in time to meet our needs. In the mean time, rather than bringing in portables, the new proposal as presented would be to add a two classroom addition with district funds. It would be more efficient in the longer term to build the two classroom addition rather than bring in portables. Staff would like to start right away for occupancy in September.

KOSLOWSKY/TURNER

Recommend that the Committee ask the Board of Education to approve a two classroom addition to Kent Elementary using District funds, in accordance with the plans from the architect.

CARRIED

7. Boston Bar – Update on Water Issue

The Director of Transportation & Facilities reported that the contractors are done and that district staff are just finishing the fixtures in the washrooms, in remediating the damage done when the sewer backed up. During this project, initiative was taken to do some upgrading as part of AFG i.e. floor issues and updating washrooms. A bill will be submitted to School Protection.

The Superintendent thanked the The Director of Transportation & Facilities and his team for all the hard work to have this project finished efficiently.

8. Boston Bar Mechanical Upgrade Update

The Director of Transportation & Facilities reported that the boiler replacement project is done. The new system is now 95-98% efficient. ESC control system is done so now district staff can monitor heat control from anywhere. The district should see some significant cost savings.

9. 2016 SmartTool Update

The Secretary-Treasurer referred to the Carbon Tax Calculation Forms and compared the 2015 and 2016 numbers. Natural gas gone down due to mechanical upgrades, but the costs have increased due to increased capital projects.

10. DDC Controls Update

The Director of Transportation & Facilities reported on the direct digital control system This is an enhancement project funded by the Ministry. This is a web based system that will be implemented district wide. Work to be done within the next two months.

11. Transportation Funds

The Superintendent referred to the discussion from the last meeting and asked if there were any suggestions from the groups for spending the funds the district will receive next year. The district is still looking at purchasing a 24 passenger, handicap accessible bus with this year's funds. The response has been mainly to fund field trips.

Vice Principal Karl Koslowsky discussed looking into purchasing a food truck for the Trades Programs. There was a deal to purchase, unfortunately the deal fell through. The intent is not to use as a commercial business or to compete against other vendors, but to provide training for students in a realistic setting and to provide food for events such as sports days, food truck competitions, and school based events.

12. Questions

The Chair questioned the status of installing cameras in the schools. The Director of Transportation & Facilities has asked for recommendations from a vendor, but no response yet.

Next Meeting

Date: April 18, 2017, 4:30 pm

Location: District Education Office

Adjournment

/KOSLOWSKY

THAT the meeting be adjourned.

CARRIED

The meeting adjourned at 5:20 p.m.

ANNUAL PROGRAMS FUNDING AGREEMENT

SCHOOL DISTRICT NAME: No. 78 (Fraser-Cascade)

FIVE-YEAR CAPITAL PLAN BYLAW NO: 2017/18-CPSD78-01

PROJECT:

Program	School Name	Project Type	Funding
SEP	Hope Secondary	Lighting Upgrade	\$185,000
SEP	Coquihalla Elementary	Lighting Upgrade	\$105,000
SEP	Agassiz Elem/Sec.	Roof Repairs or Replacement	\$350,000
SEP	Hope Secondary	Mechanical Upgrade	\$300,000
CNCP	Agassiz Elem/Sec.	HVAC	\$300,000
TOTAL			\$1,240,000
GRAND TOTAL			\$1,240,000

From: Jennifer Thornton [<mailto:JThornton@district.kent.bc.ca>]
Sent: February-20-17 2:28 PM
To: Patsy Graham; Natalie Lowe
Subject: FW: trees along evergreen

Hi Patsy and Natalie, hope you are both doing well.

I wanted to ensure you were both aware of a BC Hydro grant application that the District has recently submitted. The grant is for funding to plant approximately 17 small ornamental dogwood trees along the boulevard on Evergreen Ave. in front of the school's field on District property. This is funding the District applies for each year to improve the beautification of our streets and parks. These trees will have height restrictions and funding is contingent on interference with overhead power lines.

I have attached an overview of where they will be planted (see the section in red below).

I will be sure to inform you with full details if the funding is approved. Most likely, plantings will take place in the Spring of 2017 when grounds are still soft.

Please let me know if you have any questions or concerns.

Thank you
Jennifer





REPORT FOR TESTING LEAD CONTENT IN DRINKING WATER OF SCHOOL FACILITIES

School District Information	
SD No.	78
SD Name	Fraser Cascade
SD Contact Name:	Doug Templeton
SD Contact Phone:	604-869-2411
Report Date	March 31 2017

Health Authority (HA) Information	
Region	
Contact Name	
Contact Phone	
Report submitted to HA	
Report submission date	

School Name	School Age	Testing Required	If no, describe why	Date of Test (mm/yyyy)	Total Samples	Water Fixture Type	Room Location	Lead Level Result (mg/L)	Exceed Maximum Acceptable Concentrations	Mitigation Strategy Description	Describe Public Communication Plan	Comments	Next scheduled date of testing (mm/yyyy)
<i>Agassiz Elm/Sec</i>	<i>1950</i>	<i>Yes</i>	-	<i>Mar-17</i>	<i>1</i>	<i>sink</i>	<i>Kitchen</i>	<i>0.000</i>	<i>No</i>	-	<i>Results shared at SB meeting April 2017</i>	-	<i>Apr-17</i>
<i>Kent Elm</i>	<i>1965</i>	<i>Yes</i>	-	<i>Mar-17</i>	<i>1</i>	<i>sink</i>	<i>Classroom #6</i>	<i>0.000</i>	<i>No</i>	-	<i>Results shared at SB meeting April 2017</i>	-	<i>Apr-17</i>
Harrison Elm	1960	Yes		Mar-17	1	sink	staffroom	0.000	No		Results shared at SB meeting April 2017		Apr-16
ACE AESS Site	1950	Yes		Mar-17	1	sink	upstairs kitchen	0.000	No		Results shared at SB meeting April 2017		Apr-16
Maintenance Building	2011	Yes		Mar-17	1	sink	Mechanic Shop	0.000	No		Results shared at SB meeting April 2017		Apr-16
School Board Office	1998	Yes		Mar-17	1	sink	staffroom	0.000	No		Results shared at SB meeting April 2017		Apr-16
Silver Creek Elm	1999	Yes		Mar-17	1	sink	staffroom	0.000	No		Results shared at SB meeting April 2017		Apr-16
Coquihalla Elm	1990	Yes		Mar-17	1	sink	staffroom	0.000	No		Results shared at SB meeting April 2017		Apr-16
Boston Bar Elm	1960	Yes		Mar-17	1	sink	staff room	0.000	No		Results shared at SB meeting April 2017		Apr-16
Hope Sec	1972	Yes		Mar-17	1	sink	staff room	0.000	No		Results shared at SB meeting April 2017		Apr-16
Two Rivers Ed Center	1960	Yes		Mar-17	1	sink	downstairs kitchen	0.000	No		Results shared at SB meeting April 2017		Apr-16
Yale (leased)	1970	Yes		Mar-17	1	sink	kitchen	0.000	No		Results shared at SB meeting April 2017		Apr-16
HARP (leased)	1960	Yes		Mar-17	1	sink	kitchen	0.000	No		Results shared at SB meeting April 2017		Apr-16
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