BOARD OF EDUCATION

**SCHOOL DISTRICT NO. 78 (FRASER-CASCADE)**

**MINUTES OF THE OPERATIONS & FACILITIES COMMITTEE MEETING**

**October 8, 2019**

**PRESENT:**

**Board Representatives:**

 John Koopman Trustee Chair

Marilyn Warren Trustee Trustee

Linda Kerr Trustee Trustee

**Committee Representatives:**

Lynne Marvell President FCTA

**District Staff:**

 Karen Nelson Superintendent

Natalie Lowe Secretary-Treasurer

Kevin Bird Assistant Superintendent

 Doug Templeton Director of Facilities & Transportation

Karl Koslowsky Vice Principal FCPVPA

Brad Bourel Maintenance

Gord Kearns CMAWBC

 Laurie Bjorge Recording Secretary

**Regrets:**

Wendy Clark Parent Rep

Leanne Bowcott AEC

Peter Flynn Vice Principal FCPVPA

Franco Linza President CMAWBC

Diana Savoie AEC

 **1.** **Call to Order**

The meeting was called to order by Natalie Lowe, Secretary-Treasurer, at 4:30 p.m. in the boardroom of the District Education Office.

**2.** **Election of Chair**

Trustee Kerr nominated Trustee Koopman; no further nominations. Trustee Koopman announced as Chair of the Operations and Facilities Committee by acclamation.

**CARRIED**

**3.** **Approval of Agenda**

**KOSLOWSKY/KERR**

THAT the agenda of the Operations and Facilities Committee meeting for

 October 8, 2019, be approved.

**CARRIED**

**4.** **Approval of Previous Minutes – May 14, 2019**

**KOSLOWSKY/MARVELL**

THAT the minutes of the Operations and Facilities Committee meeting held on May 14, 2019 be approved.

**CARRIED**

5. Meeting Dates

 The committee reviewed meeting dates for the school year.

6. Capital Plan

The Director of Facilities & Transportation presented the Capital Plan which was approved by the Board in August. The requests for Agassiz Elementary-Secondary and Harrison Hot Springs Elementary schools have been submitted for replacement. It’s not anticipated this will happen soon, however, the district wanted them included on the plan in the case the opportunity arises. There are ongoing discussions with Ministry regarding bundling the seismic upgrading requests and school replacements as there no need to do seismic upgrading to a school that’s going to be replaced. There are three seismic upgrading requests; Agassiz Elementary-Secondary School, Harrison Hot Springs Elementary School and the gymnasium at Kent Elementary School.

New projects under the School Enhancement Project category are the boiler upgrades at Hope Secondary School, and high efficiency boilers at Silver Creek Elementary and Coquihalla Elementary School. Other projects that have been requested; new roofing for Silver Creek Elementary and a new dust collector system at Agassiz Elementary Secondary.

Three new buses are required; one has already been received and the other two are on their way.

Playground funding for Harrison Hot Springs Elementary, Coquihalla Elementary, and Silver Creek Elementary has been requested. The Secretary-Treasurer reported that she has received positive feedback from the community regarding the installation of the outdoor playspace at Hope Secondary School. This area is a well utilized and safe environment.

7. Annual Facilities Grant Plan

The Director of Facilities & Transportation reported that there is one year left of the five year AFG plan, and is happy to report that approximately 95% of the projects have been completed. As well, what the schools had requested have all been accomodated.

The parking lot at the district office had to be partially filled and repaved. When it was initially done, the company at the time had paved over buried stumps and trees so over time areas in the parking lot sank.

8. Boston Bar Elementary Secondary Playground & Washroom

The district received funding for playground installation just over a year ago. The equipment came in May. Maintenance staff assisted with the install. The building of a public washroom requested by the board has been completed. SEP funds were used to install HVAC in the school. Also a well was drilled for irrigation purposes. The municipal system in Boston Bar isn’t capable of providing fire protection. A plan is in place to repurpose the old fire suppression system from Agassiz Elementary Secondary and install it in BBES.

9. Security for ADST Trailer

Karl Koslowsky reported the ADST trailer at Hope Secondary had been broken into and approximatley $30,000-$50,000 worth of equipment had been stolen. He is working with school to better protect the area, installing a proper locking system, and working on replacing items. There was another attempted break in soon afterwards. The RCMP indicated there is increased activity in town. The ADST trailer is used to move around program’s equipment. The committee discussed anti-theft measures.

10. Bus Tour

The Director of Maintenance & Transportation discussed new board policy that all new school buses are to be equipped with seatbelts. Processes are being worked out as to how monitoring will be done and who will be responsible for ensuring they are used. Transport Canada does not legislate seat belts for buses. The district is currently searching out clarification from ICBC and School Protection.

11. Questions

Trustee Kerr thanked the district team for all their hard work.

 Next Meeting

 Date: December 10, 2019

 Location: District Education Office

Adjournment

KERR/

THAT the meeting be adjourned.

CARRIED

 The meeting adjourned at 5:48p.m.