



School District No. 67 (Okanagan Skaha)
BUSINESS COMMITTEE OF THE WHOLE
MINUTES



Tuesday, May 15, 2018, 4:00 P.M.
SCHOOL BOARD OFFICE
425 Jermyn Avenue

MEMBERS PRESENT

Ginny Manning, Chair
Bill Bidlake, Trustee
Shelley Clarke, Trustee
Bruce Johnson, Trustee
Julie Planiden, Trustee
Barb Sheppard, Trustee
Linda Van Alphen, Trustee

ALSO PRESENT

Wendy Hyer, Superintendent of Schools
Bonnie Roller Routley, Secretary-Treasurer
Todd Manuel, Assistant Superintendent
Helena Drury, Assistant Secretary-Treasurer
Doug Gorcak, Director of Facilities
Daniel Francisco, Director of Information Technology
Kim Kerr, Executive Assistant

1. Call to Order

Chair Manning called the meeting to order at 4:00 p.m.

2. Adoption of Agenda

MOTION: Duly moved and seconded
That the agenda be approved.

CARRIED

3. Presentations

4. Information Items

4.1 Cheque and ePAYMENT Listing

As per Policy No. 600 - Fiscal Control, a monthly listing of cheque and e-payments as of April 2018 was provided and reviewed by the secretary-treasurer. Cheques and e-payments are as follows:

	Cheques	ePayments
April	\$878,556.70	\$2,686,189.13

4.2 Carbon Neutral Action Report 2017

Director of Facilities Gorcak reviewed the Carbon Neutral Action Report for 2017. The District is on track to reach the reduction target set by the provincial government for the 2020 reporting year even with increases in emissions due to the cold winter. The solar panels at Penticton Secondary School installed in 2017 were a large contributor. In 2018, solar panels will be installed at Skaha Lake Middle School and a new geo-exchange/mechanical upgrade is set for Summerland Secondary School. These will reduce carbon creation and savings will be seen in avoided utility costs.

4.3 Annual Facility Grant (AFG) 2018-19 Expenditure Plan

Director of Facilities Gorcak reviewed the Annual Facility Grant 2018-19 Expenditure Plan. Summerland Secondary School is taking the largest portion of \$1,071,832 for the geo-thermal/mechanical upgrade. Skaha Lake Middle School solar panels received \$125,000 and IMC building renovations received \$100,000.

5. Action Items

5.1 Audit Committee

To meet the audit committee requirement of the Ministry of Education's Financial Health Toolkit, Policy No. 120 – Committees of the Board has been revised.

MOTION: Duly moved and seconded

That the Business Committee recommends that the Board of Education approve Policy No. 120 - Committees of the Board, in principle, and forward to partner groups for feedback until June 20, 2018.

CARRIED

5.2 Board of Education and Committee Meetings 2018-19

The Business Committee discussed proposed meeting dates for 2018-19.

MOTION: Duly moved and seconded

That the Business Committee recommends that the Board of Education approve the proposed schedule of Board of Education and Committee Meeting dates for 2018-19.

CARRIED

5.3 Policy No. 630 - Financial Surplus/Reserves and Inter-Fund Transfer

Secretary-Treasurer Roller Routley presented the new policy, Policy No. 630 – Financial Surplus/Reserves and Inter-Fund Transfer, which is a requirement of the Ministry of Education and must be submitted by the end of June 2018.

MOTION: Duly moved and seconded

That the Business Committee recommends that the Board of Education approve Policy No. 630 - Financial Surplus/Reserves and Inter-Fund Transfer, in principle, and forward to partner groups for feedback until June 20, 2018.

CARRIED

6. Upcoming Policies

- Policy No. 201 - School Fundraising and School Financial Records (last reviewed September 10, 2007)
- Policy No. 527 - Sexual Harassment (last reviewed September 10, 2007)
- Policy No. 530 - Employee Wellness, Health and Safety (last reviewed September 10, 2007)
- Policy No. 610 - Records Retention (last reviewed September 10, 2007)
- Policy No. 720 - Security of Premises (last reviewed February 9, 2004)

7. Question Period**8. Adjournment**

MOTION: Duly moved and seconded

That the meeting be adjourned.

CARRIED

The meeting was adjourned at 5:09 p.m.