



BUSINESS COMMITTEE OF THE WHOLE

MINUTES

Tuesday, January 27, 2015, 3:00 P.M.
SCHOOL BOARD OFFICE
425 Jermyn Avenue

MEMBERS PRESENT Bill Bidlake, Chair
Shelley Clarke, Trustee
Ginny Manning, Trustee
Barb Sheppard, Trustee
Linda Van Alphen, Trustee

ALSO PRESENT Wendy Hyer, Superintendent of Schools
Bonnie Roller Routley, Secretary-Treasurer
Dave Burgoyne, Assistant Superintendent
Doug Gorcak, Director of Facilities
Maureen Maywood, Director of Finance
Daphne Adey, Executive Assistant

Craig Reigh, representing CUPE

1. Call to Order

Trustee Bidlake called the meeting to order at 3:05 p.m.

2. Adoption of Agenda

MOTION: Duly moved and seconded

That the agenda with the removal of "City of Penticton Electrical Rates" be approved.

CARRIED

3. Presentations

4. Information Items

4.1. Snow Days

The director of facilities, assistant superintendent, and superintendent reviewed the processes followed during snow days, beginning with checking with Argo Road Maintenance as well as Summerland and Penticton municipality staff for road conditions as early as 4:00 a.m., and, if given sufficient time, actually driving the routes as well. The road conditions are taken into consideration along with discussions with Summerland dispatch and Berry and Smith Trucking. If an unexpected storm or ice occurs, bus dispatchers are in contact with drivers to find out the conditions of the roads. Once the decision on the busing is made and communicated to the superintendent, it is the superintendent's decision as to whether or not to close schools. Ms. Hyer noted it is not a usual practice to close schools and there are a number of things to be considered such

as is it an expected snowfall so people have time to prepare, whether or not it is safe, are buses running, is there power. She further noted that it is difficult to close schools when parents depend on the schools being open and students may have already left home to walk to school. Once the decision is reached, it is communicated to the principals and media as soon as possible. It was noted that if teachers are concerned about driving and safety, they may utilize a contractual leave to stay at home for the day. Debriefing sessions are held after each snow event to see if improvements to the decision can be made. It was explained that on January 5, it was recommended by Summerland and Argo Road Maintenance that the buses not run in the Summerland area, schools remained open to receive students who arrived at school by other means, some e-mails were not working properly, and some media grouped SD67 with other school districts which had decided not to run buses. It has been established that in the future, the SD67 website will be better utilized to help get the message out to parents and students.

4.2. Cheque and ePAYMENT Listing

As per Policy No. 600 – Fiscal Control, a monthly listing of cheque and e-payments as of December 3, 2014, was reviewed by the secretary-treasurer. Cheques totalling \$598,302.78 and e-payments totaling \$328,280.41 were listed for trustee information. The goal is to have 100% of companies paid by e-payment; all employees are already paid by e-payments.

4.3. Video Surveillance Report

The director of facilities advised that under Policy No. 725, the district is required to review annually video surveillance procedures in the district. The report circulated with the agenda package indicated the locations of cameras in the district with no new cameras having been installed since the last report. Mr. Gorcak responded to a number of trustee questions and added the policy will be reviewed in the coming months.

4.4. Funding Recalculation

The secretary-treasurer provided an overview of how districts receive Ministry funding noting it is based on preliminary projected enrolment and provided by transferring specific percentages of the funding each month to the district. These preliminary allocations are then adjusted following the snapshot date of October 17 (for this year). The documents provided with the agenda package showed 2014-15 funding compared to the 2014-15 estimates and 2013-14 final, and pointed out a difference of \$854 of actual to estimated. It was also noted that, although Ministry holdback funding was released (\$430,000), the dollars coming to the district do not increase due to funding protection.

5. Action Items

5.1. General

a. Budget Process and Dates

Secretary-Treasurer Roller Routley reviewed a proposed 2015-16 budget process with a series of budget meeting dates. During discussion, it was suggested that an additional closed meeting would be required during the first week of April and that the meeting scheduled for April 24 be moved to another date. A revised list will be brought to the February 2 board of education meeting.

MOTION: Duly moved and seconded
That the 2015-16 budget process and dates be amended.

CARRIED

b. Doggie Poop Bags

Trustee Clarke brought forward that the Columbia PAC is having problems with doggie poop on the playground and wanted to have doggie poop bags for use by owners. The committee was advised that since dogs are not allowed on school fields the doggie poop bags should not be there either. It was requested/ suggested that communication regarding no dogs being allowed on school grounds should be communicated to parents through PAC's or the district's SIX-SEVEN.

5.2. Policy

a. Policy No. 140 - Board Spokesperson(s)

As part of the five year cycle of policy review, this policy was brought to the committee for review. No changes were recommended.

MOTION: Duly moved and seconded
That Policy No. 140 – Board Spokesperson(s) was reviewed with no changes.

CARRIED

b. Policy No. 335 - Student Transportation

The secretary-treasurer and director of facilities reviewed the current and proposed changes to Policy No. 335 – Student Transportation. It was pointed out that transportation of students is no longer a requirement of the *School Act*. The policy allows the district to have the type of student transportation the district currently has which is partly school district bussing and partly contracted service. There is a new section on courtesy riders which include those students not attending their catchment areas. It was pointed out that it is the parents' responsibility to get students to school; that student transportation is a privilege, not a right; that students should be registered; that seat belts must be worn if the vehicle is so equipped; and that there are a lot of courtesy riders currently using the district's transportation system. It was agreed that the draft policy should be distributed keeping the courtesy rider section and that this draft policy could be used as a communication tool. It was further agreed that a student transportation review should be undertaken.

MOTION: Duly moved and seconded
That the Business Committee recommends to the Board of Education that Policy No. 335 – Student Transportation be approved in principle and forwarded to partner groups for any suggestions for changes.

CARRIED

MOTION: Duly moved and seconded
That the Business Committee recommends to the Board of Education that staff be directed to conduct a transportation review for the district.

CARRIED

6. Question Period

Questions from the audience were related to bussing service, the number of video cameras in the district, whether or not the Ministry denies funding for snow days, and the snow day decisions.

7. Adjournment

The meeting was adjourned at 4:55 p.m.