



BUSINESS COMMITTEE OF THE WHOLE MINUTES

Tuesday, April 28, 2015, 3:00 P.M.
SCHOOL BOARD OFFICE
425 Jermyn Avenue

MEMBERS PRESENT **Bill Bidlake, Trustee**
 Shelley Clarke, Trustee
 Bruce Johnson, Trustee
 Ginny Manning, Trustee
 Barb Sheppard, Trustee
 Linda Van Alphen, Trustee

MEMBERS ABSENT **Julie Planiden, Trustee**

ALSO PRESENT **Wendy Hyer, Superintendent of Schools**
 Bonnie Roller Routley, Secretary-Treasurer
 Daniel Francisco, Director of Information Technology
 Doug Gorcak, Director of Facilities
 Maureen Maywood, Director of Finance
 Daphne Adey, Executive Assistant

Craig Reigh, representing CUPE
James Miller, Penticton Herald

1. Call to Order
Chair Bidlake called the meeting to order at 3:05 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 January 31, February 28, and March 31, 2015 was provided and reviewed by the secretary-treasurer. Cheques and e-payments are as follows:

	Cheques	e-PAYMENTS
January 31, 2015	\$960,785.79	\$242,866.16
February 28, 2015	\$1,147,848.93	\$131,317.17
March 31, 2015	\$576,091.95	\$346,754.45

4.2. Financial Report

Pursuant to the fiscal control policy, the quarterly financial report to March 31, 2015 was reviewed by the secretary-treasurer who noted that the operating expenses are at \$37,428,768 which is approximately two-thirds of the budget and is in line for this time of the year. It is expected there may be 2% or \$2,016,475 remaining for surplus at the end of the year of which approximately \$1 million will be restricted funds. The remaining unrestricted funds will be available for one-time spending. In response to a question, it was noted that surplus from this year can be used towards to the budget.

4.3. 2014 Carbon Neutral Action Report

Director of Facilities Gorcak provided an overview of the carbon neutral action report which contains the 2014 emissions profile, offsets purchased, and actions taken in 2014 to reduce gashouse emissions and plans to continue reducing emissions in 2014 and beyond. For the new trustees, Mr. Gorcak gave an overview of the carbon neutral program and the government's history with it. The provincial government had said they wanted the province to be carbon neutral by 2010 and want a further reduction of 33% by 2020 and 80% by 2050.

5. Action Items

5.1. Policy No. 202 – Personal Use of Technological Services

Secretary-Treasurer Roller Routley advised that because most concepts and items from Policy No. 202 were covered in Policy No. 207 – Acceptable Use of Technology, deletion of Policy No. 202 is recommended.

MOTION Duly moved and seconded
That Policy No. 202 – Personal Use of Technological Services be recommended to the Board of Education for deletion.

CARRIED

5.2. Policy No. 730 – Integrated Pest Management

Following review and response to a number of questions, no changes to this policy were recommended.

MOTION Duly moved and seconded
That Policy No. 730 – Integrated Pest Management was reviewed with no changes.

CARRIED

5.3. New Draft Policy No. 540 – Employee Travel

The secretary-treasurer reviewed draft policy No. 540 – Employee Travel and noted two clauses should be added to the policy as well as June 7 being replaced with July 7.

MOTION Duly moved and seconded

That the Business Committee recommends to the Board of Education that Draft Policy No. 540 – Employee Travel: Insurance and Expenses with the changes noted be approved in principle and forwarded to partner groups for any suggestions for changes.

CARRIED

6. Question Period

7. Adjournment

The meeting was adjourned at 3:55 p.m.

May 4, 2015

Ref: [http://escribe.sd67.bc.ca/Business Committee of the Whole_Apr28_2015/eSCRIBE Documents/Post-Meeting Minutes - Business Committee of the Whole_Apr28_2015 - English.docx](http://escribe.sd67.bc.ca/Business%20Committee%20of%20the%20Whole_Apr28_2015/eSCRIBE%20Documents/Post-Meeting%20Minutes%20-%20Business%20Committee%20of%20the%20Whole_Apr28_2015-English.docx)