



**FINANCE COMMITTEE
AND
FACILITIES & TRANSPORTATION COMMITTEE
MEETING AGENDA**

October 11, 2022 – 4:00 p.m.

WELCOME AND ACKNOWLEDGEMENT

***This meeting is being held on the traditional and unceded territory of
the Secwépemc People.***

- 1. September 13, 2022, Meeting Report**
- 2. A look back**
- 3. Enrolment and Staffing**
- 4. Foundation Skills Assessment (FSA)**
- 5. New Space Grant (Daycare)**
- 6. Future Meeting Dates:**

MEETING	DATE	TIME	LOCATION
Finance/Facilities Committee	October 11, 2022	5:00 p.m.	Board Office
Finance/Facilities Committee	November 8, 2022	5:00 p.m.	Board Office
Finance/Facilities Committee	December 13, 2022	5:00 p.m.	Board Office
Finance/Facilities Committee	January 10, 2023	5:00 p.m.	Board Office
Finance/Facilities Committee	February 14, 2023	5:00 p.m.	Board Office
Finance/Facilities Committee	March 14, 2023	5:00 p.m.	Board Office
Finance/Facilities Committee	April 11, 2023	5:00 p.m.	Board Office
Finance/Facilities Committee	May 9, 2023	5:00 p.m.	Board Office
Finance/Facilities Committee	June 13, 2023	5:00 p.m.	Board Office



**FINANCE AND FACILITIES & TRANSPORTATION COMMITTEE
MEETING REPORT**

September 13, 2022 (4:04p.m. – 4:37p.m.)

In Attendance: Ciel Patenaude, Anne Kohut, Mary Forbes, Linda Martens

TEAMS: Angie Delainey, Willow Macdonald

Absent: Alexis Walch

Staff: Superintendent and Acting ST Chris van der Mark, Assistant Superintendent Cheryl Lenardon, Directors of Instruction Sean Cameron, Cathy van der Mark, Manager of Facilities and Transportation Patrick McCarron, Director of Human Resources, Taryn Aumond, Executive Assistant Jodi Symmes

Agenda Item	Notes	Action
Acknowledgment of Traditional Territory		
1. June 14, 2022, Committee Report	The committee reviewed the report and recommended no changes.	None.
2. Start Up and Staffing	Superintendent van der Mark reviewed the District start-up, and staffing. Expect to have an increase in enrollment, not as high as last year, but an increase.	Provided for information.
3. Annual Facilities Grant and Summer Projects Update	Superintendent van der Mark provided a recap of some of the projects that were undertaken this summer. <ul style="list-style-type: none">• 108 Geo-thermal Upgrade• Dog creek playground and furnace• Board Office envelope• Paving Nesika• Big Lake: Paint, sidewalks, Boiler• Horsefly Boiler upgrade• 100 Mile sidewalk• Forest Grove flooring• Chilcotin Road flooring (6 classes)• Marie Sharpe Classroom• Architect tender re Daycare Project• LED upgrades at Horse Lake, PSO and Mile 108• Nemiah shed demolition• Fire Alarm review (1.85 million over 3 years)• 69 buses outfitted with tablets (routes/student info)<ul style="list-style-type: none">○ Training for drivers	Provided for information.



Agenda Item	Notes	Action																																													
4. Draft AUDIT 2021-22	Superintendent van der Mark provided an update on the Districts 2021-2022 DRAFT Audit.	THAT the Board approve the allocation of \$1.2M from the operating surplus to local capital.																																													
5. Minor Capital Submission 2023-24	Superintendent van der Mark reviewed the report that was put together by Patrick McCarron, related to District priorities that require minor capital items requiring ministry financial support.	THAT the Board move to accept the minor capital submission for 2023-24.																																													
6. Elections Update	Superintendent van der Mark provided an update on the status of the 2022 Trustee elections.	Provided for information.																																													
7. Proposed Future Meeting Dates																																															
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Briefing Note

TO: Finance and Facilities Committee

FROM: Chris van der Mark

DATE: October 11, 2022

RE: A Look Back, Ahead of the Election

BACKGROUND

The current Board of Education has overseen tremendous change during their 4-year term. Although 6 trustees will be returning, we should take a moment to reflect on some of the key accomplishments of this Board.

ISSUE

The key role of the Board of Education is governance.

The Board of Education has nearly completely recreated the governance structure in SD#27, including but not limited to:

- Board by-laws and procedures
- Establish committees (Finance and Facilities, Policy, Education)
- Revised updated nearly all of the old policy manual
 - Supported staff in movement of policy to administrative procedure where appropriate

Better governance structures have also resulted in improved performance in most if not all features of the organization.

- Massive financial improvement (significant surplus being used to support improvements across the district)
- Improved planning and review
- Improved budget cycle
- Modernization of technology across the district
- Modernization of payroll and HR systems
- Creation of mentorship programs
- Creation of recruitment incentives
- Renewed focus on learning through the Strategic Plan



Most significantly, despite many challenges, this board has also seen some of the best completion/graduation success results in the history of the district, especially for indigenous students.

It should also be noted that these accomplishments have been achieved despite being in a pandemic for 2 1/2 years, during which SD#27 continued all core services, while often going above and beyond.

Our results are still not where we want them and we still have a long way to go, but this Board has laid a tremendous foundation for the District to build on into the future.

RECOMMENDATION

None. Information only and THANK YOU!



Briefing Note

TO: Finance and Facilities Committee

FROM: Chris van der Mark

DATE: October 11, 2022

RE: Enrolment and Staffing

BACKGROUND

Enrolment has continued to climb in SD27, and this is always a good trend, though it does create additional staffing pressures as we strive to meet collective agreement language while providing appropriate services for students.

ISSUE

Projections continue to be fairly accurate, with significant growth in several locations. The District has worked to ensure we are efficient with human resources. In areas where schools are at capacity, the school district has arranged transportation to the nearest school with available space.

The school district has prioritized enrolling positions, and these have almost entirely been filled. There have been challenges with regards to language positions (French Immersion and Indigenous) and other specialty positions such as shops. We are expecting potentially 10 positions filled by people under letters of permission (LOP). It should be noted that across the province there is a noted shortage. In the 13 districts that make the northern chapter, there are at least 140. After Prince George, North Peace, and SD#27, most are significantly smaller than SD#27 with a greater need. We have done quite well, largely due to tremendous work from our HR team.

We also continue to recruit in support staff positions such as EA's, custodial and transportation.

We will continue to post and demonstrate best efforts for non-enrolling positions in order to meet district ratios. Where necessary, we may need to provide remedy.

There may be changes to the ratios before the end of the month.



SD#27	Proj.	30-Sep	Diff.
Forest Grove Elem.	82	85	3
Horsefly Elem/Jr.	60	62	2
Marie Sharpe Elem.	244	234	-10
One H. Mile House Elem.	283	320	37
Likely Elem/Jr.	22	26	4
Big Lake Elem.	37	40	3
One-Fifty Mile House Elem.	209	207	-2
Lac La Hache Elem.	27	29	2
Chilcotin Road Elem.	204	206	2
Mountview Elem.	173	184	11
Anahim Lake Elem/Jr.	29	36	7
Cataline Elem.	292	313	21
Naghtaneqed Elem/Jr.	13	10	-3
G.R.O.W/DL	60	63	3
Horse Lake Elem.	205	199	-6
Mile 108 Elem.	144	150	6
Nesika Elem.	296	301	5
Tatla Lake Elem/Jr.	28	25	-3
Dog Creek Elem/Jr.	9	5	-4
Alexis Creek Elem/Jr.	33	28	-5
PSO Secondary	552	540	-12
LCS - Columneetza Campus	735	788	53
Skyline Alternate School	30	23	-7
LCS - Williams Lake Campus	748	831	83
	4515	4705	190



Briefing Note

TO: Finance and Facilities Committee

FROM: Chris van der Mark

DATE: October 11, 2022

RE: Foundation Skills Assessment (FSA)

BACKGROUND

This month, schools will once again proceed with the annual administration of the FSA for the 2022/23 school year. The grade 4 and grade 7 FSA provide information on the development of literacy and numeracy in student.

ISSUE

There has been some debate over the years regarding the inappropriate and inaccurate use of the data to “rank” schools, however the assessment (designed by teachers) provides key information that can be used to inform instruction, especially since the assessment is now done early in the year.

First Nations rightsholders, Indigenous organizations, and many education partners have expressed the importance of FSA results in supporting our most vulnerable learners and advancing our commitment to reconciliation. The FSA provides an important line of sight into the learning trajectories for Indigenous students and other student groups. With multi-partner consultation, the FSA aligns with BC’s redesigned curriculum and the components of literacy and numeracy are measured in all provincial assessments.

It is important to realize that the FSAS is a “snapshot” of a moment in time, reflecting expected performance based on the previous year. In SD#27, staff have been working hard to better align the FSA with the regular, ongoing assessment that teachers do every day, providing a far more rounded picture of the literacy and numeracy development of children.

RECOMMENDATION

None. Information only.



Briefing Note

TO: Finance and Facilities Committee

FROM: Chris van der Mark

DATE: October 11, 2022

RE: Daycare Project Update

BACKGROUND

Last March, SD#27 was awarded \$3M as part of a proposed 119 seat daycare to be developed in the old Columneetza dorms (basement and ground floors).

ISSUE

Mr. Mccarron and Mr. Cameron have been meeting through the summer to engage a project architect (Chernoff Thompson Architects) as part of the design phase and have recently reviewed the bids of potential lead contractors (all local).

The Project Architect engaged in a search for a Construction Manager at Risk, which will become the general contractor.

We are optimistic that construction may be able to begin in March of 2023, barring any unforeseen issues.

RECOMMENDATION

None. Information only.