



SD69 QUALICUM

**Finance & Operations Committee of the Whole Report**  
**Monday, November 18, 2019**  
**Library – Qualicum Commons**  
**10:30 a.m.**

**Mandate:**

To discuss and make recommendations to the board on financial matters and matters pertaining to facilities, maintenance, technology and transportation.

**Attendees:**

Trustees Flynn (Chair), Kurland, Young, Austin, and Godfrey  
Keven Elder, Superintendent  
Ron Amos, Secretary Treasurer  
Gillian Wilson, Associate Superintendent of Schools  
Chris Dempster, GM of Operations  
Debbie Comer, MATA Representative  
Troy Forster, CUPE Local 3570 Representative  
Lesley Rowan, VP, KSS

**Presentation:**

Introduction to Modular Buildings by Joel Formosa, Muchalat and Maris MacDonald, MHA Architects

- Muchalat has partnered with several school districts (72/71/62/61) for modular buildings as well as with BC Housing on the Corfield residential building.
- Presenters led a discussion on the current building requirements for all construction, including that of modular/portable buildings, emphasizing that all new buildings must meet the same technical and safety code requirements.
- Modular building have the additional consideration of being able to be built offsite and transporting them to the installation site.
- Question that were addressed included the construction materials used, emissions and off gases, permanent vs temporary foundations, green building (step codes) and air flow of buildings.

**Project Updates:**

- School Messenger
  - Associate Superintendent Wilson reported that the system had its first workout last week with the messaging for the snow closure procedures. Texts/emails and voice messages were communicated last week to address the school closures. Some considerations need to be addressed with regard to having the correct contact information and how the various systems talk to one another. Next steps will allow schools to build call lists for various grades, clubs, and teams so the messaging can be tailored to specific events.
- PowerSchool (Atrieve)
  - Transition continues to go well with board office staff working through one-off situations. They are currently working on what can be done better to accommodate individual situations, such as an employee working for a different department but at a school site.
- Water Report

- Chris Dempster, General Manager of Operations, provided a report on the current water testing being done in the district. He indicated the Ministry has changed its guidelines and thresholds for particulates in the water. The more rigorous threshold means testing will be done at all district facilities, not just those built prior to 1991. Tests are collected by district staff and analysis is done by a lab in Courtenay.
- Ballenas Track Renewal Steering Committee
  - Trustee Young gave a summary of the recent steering committee held earlier in the day. Project name was talked about with “Oceanside Community Track at Ballenas”, coming forward as a name that was more representative of the whole community. Superintendent Elder pointed out that it was recognized that there is a shift to a more community led initiative rather than it being the want of the School District. The Steering Committee is asking for letters of support from local governments in order to be used for grant applications. Town of Qualicum is in the process of drafting a letter now with the hope that RDN and City of Parksville will do the same.

### **Items for Discussion**

- Quarterly Financial Report
  - Quarter 2 financial report for Dec 31 was received. General discussion that the comparisons were against the annual budget figures and that the amended budget would be reflected once it was passed next month. General observations related to 40% of the educational year and 50% of the operational year being completed and some cost pressures being felt.
- 2019-20 Amended Budget
  - Secretary Treasurer Amos shared information on the December funding recalculation and the areas the additional \$980K would meet the current spending pressures. Current pressures include exempt staff leaves, support staff, substitutes and homestay.

### **Items for Recommendation:**

No items for recommendation

### **INFORMATION ITEM**

- BC Tripartite Education Agreement (BCTEA) – Joint First Nation Student Transportation Plan Approvals.
  - Approval letter was shared with the explanation that the capital funds would be included with the district’s 20/21 Annual capital announcement in March and the operating funds would flow for next budget year.
- Budget Process Schedule
  - The Budget schedule received at December’s Regular Board meeting is available on the district website

### **Future Topics:**

### **Next Meeting Date/Location:**

- Tuesday, February 18 at 10:30; Teaching & Learning Center (DRC) 140 Renz Road.