

**SCHOOL DISTRICT No. 23 – BOARD COMMITTEE REPORT**

COMMITTEE: Planning and Facilities Committee DATE: January 23, 2008

CHAIRPERSON: Trustee Rolli Cacchioni STAFF CONTACT: Alan Cumbers, Director of  
Acting Chairperson Operations

**Attendees:**

Trustee R. Cacchioni – Acting Chairperson  
Trustee S. Nicholl - Committee Member  
Trustee M. Baxter – Acting Committee Member  
Absent: Trustee W. Horning - Chairperson

**Staff:**

L. Paul, Secretary-Treasurer  
A. Cumbers, Director of Operations  
J. Shoemaker, Planning Manager  
M. Essler, Executive Assistant (recorder)

**Partner Group Representation:**

COPAC Rebecca Pattie, Member-at-Large  
COTA Carole Gordon, Second Vice President  
COPVPA No representative  
CUPE Bill Zeman, President  
DSC No representative

**Appointment of Acting Chairperson and Committee Member**

In the absence of Committee Chairperson, Trustee Horning, Trustee Cacchioni is the Acting Chairperson. As Trustee Cacchioni is the Acting Chairperson, Trustee Baxter was appointed as a Committee Member for the Public Planning and Facilities Committee Meeting of January 23, 2008.

**Agenda**

Add Information Items:  
7.3 New Childcare Spaces in Schools  
7.4 Kelowna Secondary School Weight Room

**Committee Members Queries/Comments**

Trustee Nicholl inquired on commencing budget discussions with regard to student transportation. The Committee discussed the possibility of a preliminary report from Alan Cumbers, Director of Operations, at the next Planning and Facilities Committee. The report is to include the number of eligible riders, number of courtesy riders, total number of bus routes, paying for bus passes, cost of collecting payments and the legality of charging a bus user fee.

**Outcome:**

The Director of Operations will provide to the Committee at the next Planning and Facilities Committee, a preliminary report including the number of eligible riders, number of courtesy riders, total number of bus routes, paying for bus passes, cost of collecting payments and the legality of charging a bus user fee.

## Action Items

### **1. Naming of a New Elementary School in the Upper Mission Area**

(attachment)

Recommendation:

As per section 1.3 of Policy 630 – Dedication and Naming of Schools and Facilities, the Planning and Facilities Committee forward a name recommendation to the Board for the new elementary school in the upper Mission.

Trustee Cacchioni, as Acting Chairperson, read out the options available to the Committee including recommending a name to the Board for approval; shortlisting names and forwarding to the Board for review a single name approval; or requesting additional information.

Lisa Harrison, Communications Officer, advised on the process involved in soliciting public input from the community, including area residents, for suggestions for the name of the school. The three forms of soliciting input were through an online survey on the School District website, at the Open House held at Anne McClymont Primary School on November 27, 2007 and students and staff at Anne McClymont Elementary School. Other submissions were received by email and general correspondence. Trustee Baxter reviewed Policy 630 – Dedication and Naming of Schools and Facilities in relation to school names being geographical to identify the area served and the exceptions to this requirement. The Committee discussed the listing of suggested names.

#### **Outcome:**

The Planning and Facilities Committee forward the following name recommendations to the Board for the new elementary school in the upper Mission:

Kettle Valley Elementary School  
Thomson Elementary School  
Upper Mission Elementary School  
Chute Lake Elementary School  
Curlew Park Elementary School

The short-listing of names will be verbally announced at the Public Board Meeting of January 30, 2008 under Board Committee Reports. The recommendation of the Planning and Facilities Committee will be added to the February 13, 2008 Public Board Meeting Agenda.

### **2. School Bus Safety Week – February 2008**

(attachment)

Alan Cumbers, Director of Operations, provided the Committee with background information on the proposed School Bus Safety Week for February 4, 2008 through February 8, 2008.

#### **Outcome:**

The Planning and Facilities Committee forward to the Board a request that at the January 30, 2008 Public Board Meeting the Board proclaim the week of February 4, 2008 through February 8, 2008 as “School Bus Safety Week” in School District No. 23 supporting the theme “Avoid Harm, Obey The Stop Arm”.

### **3. Enhancement Projects – Adventure Playgrounds**

(attachment)

Alan Cumbers, Director of Operations, reviewed the requests for Enhancement Projects with five schools that are scheduled to have their PAC enhancements removed starting July 1, 2008 as they are at the end of their lives. These schools include Belgo Elementary School, George Pringle Elementary School, Helen Gorman Elementary School and Glenmore Elementary School. Pearson Road Elementary School has already had their Enhancement Project Agreement

approved. Hudson Road Elementary School and Oyama Traditional School are ready to replace their pressure treated lumber structures. The Committee discussed the \$7000.00 funds received by Oyama Traditional School through the BCCPAC Playground Grant. Several schools have also expressed an interest in applying for a Grant through the Rick Hanson Foundation for handicap accessibility.

**Outcome:**

The Planning and Facilities Committee forward to the Board a recommendation for the School District to enter into School Enhancement Project Funding Agreements with Hudson Road Elementary School, Oyama Traditional School, Belgo Elementary School, George Pringle Elementary School, Helen Gorman Elementary School and Glenmore Elementary Schools.

**Information Items**

**1. New School in the Upper Mission – Public Open House**

(attachment)

Report on Public Open House held on November 27, 2007 at 6:00 p.m. at Anne McClymont Elementary School.

Judy Shoemaker, Planning Manager, reviewed the public input received including a summary of written comments provided at the Open House on November 27, 2007 and subsequently through e-mail. All public comments were reviewed by the Design Team and several of the changes were incorporated into the school plans where the suggestions were deemed appropriate and affordable. Several changes were not able to be incorporated due to budget and/or space allowances. Subsequent to the Open House the consultants were provided direction to commence working drawings. The working drawings and detailed specifications will be completed over the next four months with an anticipated tender date in early May, 2008. In response to a query, the Planning Manager reviewed the members of the Design team which include the Planning Manager, Director of Instruction, Principal Designate, Director of Operations, Project Manager, Maintenance Supervisor, Secretary-Treasurer and selected Project Architects. Consultation with maintenance staff regarding millwork, custodial etc. is provided through the Maintenance Supervisor. The liaison with teaching staff is provided through the Director of Instruction and Brenda Leimert, Principal at Anne McClymont Elementary School.

**Outcome:**

The Acting Chairperson or Chairperson of the Planning and Facilities Committee will provide a verbal update to the Board at the Public Board Meeting on January 30, 2008 under Board Committee Reports.

**2. Letter from The Corporation of the District of Peachland regarding Playground Equipment at Peachland Elementary School**

(attachment)

The Acting Chairperson reviewed the request from The Corporation of the District of Peachland in a letter to the Board dated December 20, 2007. Council for The Corporation of the District of Peachland is requesting the Board to match the District's \$10,000.00 funding towards playground equipment in 2008. The playground equipment is for the recreation department which operates the preschool and out of school care programs at Peachland Elementary School. The Committee discussed the availability of the playground equipment to the public or whether the equipment would be fenced and available for use by the preschool and out of school care programs only.

**Outcome:**

The Planning and Facilities Committee requests that the Director of Operations meet with the recreation department for The Corporation of the District of Peachland to obtain additional information with regard to location of the additional playground equipment, whether equipment will be available to the public or fenced for preschool and out of school care programs only, and the responsibility for the maintenance of the equipment. The Director of Operations will provide a report at the next Planning and Facilities Committee Meeting.

**3. New Childcare Spaces in Schools**

Judy Shoemaker, Planning Manager, provided to the Committee a verbal update on the Ministry of Children and Family Development grants for non-profit and private sector organizations to apply for funding to create new child care spaces in schools. The application deadline dates were November 30, 2007 or January 31, 2008. A *Request for Expression of Interest* (EOI) was advertised in December of 2007. Five applications were received and five were interviewed on January 3 and 4, 2008. Potential sites were toured and three schools were deemed acceptable sites to enter into partnerships to create new child care spaces. These three sites included Quigley Elementary School, Raymer Elementary School and Glenrosa Middle School. A kindercare program could be facilitated at Quigley Elementary School, a child care program (30 months to five years) and a kindercare program at Raymer Elementary School and a child care program (30 months to five years) at Glenrosa Middle School. As part of the application process, a commitment to continue the child care operation must be guaranteed for a period of five (5) years. The Committee discussed the suggested locations for the child care spaces, specifically the Glenrosa Middle School site. The Planning Manager confirmed that New Child Care Spaces in Schools would be added to the Public Board Meeting Agenda for January 30, 2008 for the Board's approval.

**Outcome:**

Recommendations for New Child Care Spaces will be added to the Public Board Meeting Agenda for January 30, 2008 for the Board's approval.

**4. Kelowna Secondary School Weight Room**

Larry Paul, Secretary-Treasurer, advised that meetings have taken place regarding the possibility of a weight room at Kelowna Secondary School. Kelowna Secondary School has requested an opportunity to present to the next Planning and Facilities Committee information on the opportunity for a weight room funded by the school and members of the Parent Advisory Committee.

**Outcome:**

Kelowna Secondary School representatives provide a presentation at the next Planning and Facilities Committee (February 20, 2008 at 4:30 p.m.) on the opportunity for a weight room at Kelowna Secondary School.

**5. Items for Future Planning and Facilities Committee Meetings**

- Amendment to Property Bylaw No. 99 – Right-of-Way to Regional District of Central Okanagan on the Mount Boucherie Senior Secondary School site - *Future*
- Presentation by Parents of Heritage Pines Estates regarding Busing – *February 2008*
- Report on Transportation by Director of Operations – *February 2008*
- Report by the Director of Operations on meeting with the recreation department of The Corporation of the District of Peachland regarding request for funding towards playground equipment at Peachland Elementary School – *February 2008*
- Presentation by Kelowna Secondary School representatives on Weight Room opportunities – *February 2008*

**6. Meeting Schedule**

Wednesday, February 20, 2008 at 4:30 p.m. at School Board Office

Wednesday, April 16, 2008 at 4:30 p.m. at School Board Office

**Questions – Please Contact:**

**Wayne Horning, Chairperson**

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**Alan Cumbers, Director of Operations**

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Rolli Cacchioni, Acting Chairperson