SCHOOL DISTRICT No. 23 – BOARD COMMITTEE REPORT

COMMITTEE: Planning and Facilities Committee Meeting DATE: June 17, 2015

CHAIRPERSON: Trustee Julia Fraser STAFF CONTACT: Mitch Van Aller, Director of Operations

The Committee Chairperson acknowledged that the meeting was being held on the Traditional Territory of the Okanagan People.

Board Attendees:
Trustee J. Fraser - Chairperson
Trustee R. Cacchioni - Committee Member
Trustee C. Gorman - Committee Member
Trustee M. Baxter
Trustee D. Butler
Trustee L. Mossman
Trustee L. Tiede

Staff:
L. Paul, Secretary-Treasurer
M. Van Aller, Director of Operations
H. Gloster, Superintendent
T. Beaudry, Assistant Superintendent
David Widdis, Planning Manager
B. Bertram, Executive Assistant *(recorder)*

Partner Group Representation:

COPAC	Shelley Courtney, President-Elect
COPVPA	No representative
COTA	Susan Bauhart, President *(arrived at 4:38 pm)*
CUPE	Wendy Johnson, President
DSC	No representative

<u>Agenda - Additions/Amendments/Deletions</u>

Amend: Action Item 6.1 "Okanagan Mission Junior Middle School Project Definition Report" (amended material for scheduled item)

June 17, 2015 Agenda – approved as amended.

<u>Reports/Matters Arising</u>

April 15, 2015 Committee Report - received as presented.

<u>Committee Members Queries/Comments</u>

Trustee Baxter provided information on a letter received from the Vancouver Foundation dated June 11, 2015 providing the District with a grant of $10,000.00 to be used towards Phase 2 of the "Fascieux Creek and Habitat Restoration" project.

The Secretary-Treasurer advised that the funds would be deposited into the restoration account to be used as work progresses.

Trustee Fraser requested an overview of the June 2nd meeting of the Lake Country Catchment Review Focus Group which met to begin planning "next steps" for the Lake Country area.

The Superintendent responded that approximately 20 people attended the June 2nd meeting. Active engagement occurred in establishing a common ground for goals the group wished to achieve. A second meeting of the group has been set for Tuesday, June 23rd at 6:30 pm in the George Elliot Secondary School library.

<u>Discussion/Action Items</u>

1. **Okanagan Mission Junior Middle School Project Definition Report**
   Judy Shoemaker, PlanningWorks Consulting Inc., provided a presentation on the development of the Project Definition Report (PDR) for the Okanagan Mission Junior Middle School. The PDR is a requirement by the Ministry of Education for major capital projects. The development of the PDR included a review of current and projected growth in the Okanagan Mission area, consideration of the District's Long-Term Facility Plan for grade configuration, recommended size for new schools, 21st Century Learning recommendations, and community partnerships/Neighbourhood Learning Centres.

Three concept plans were investigated by the PDR Steering Committee; a 2 story option, a hybrid 2 / 3 story option and the recommended 3 story option. Criteria used to evaluate and rate the three options included alignment with the District's Long-Term Facility Plan, site suitability, traffic circulation and parking, financial considerations, on-going operational costs, and community use/partnership opportunities. Potential risks investigated included the alignment with municipal requirements, the completion of a joint use agreement with the City of Kelowna, height restrictions, geotechnical requirements, and project escalation costs. In the development of the PDR, it was recommended that, per previous commitments by the Board, the District contribute $2,050,000, thereby reducing the maximum cost required to $35,730,359.

The District's top four capital plan priorities have been submitted to the Ministry; however, the Ministry's current focus is on new buildings and seismic upgrades rather than replacement buildings. As a result, Ministry priorities do not necessarily align with District priorities.

Outcome

The Committee recommended that the Okanagan Mission Junior Middle School Project Definition Report be submitted to the Ministry of Education, and that the 2015/2016 Capital Plan submission include a request for a new school construction for the Okanagan Mission Junior Middle School with a capacity of 750 students and with a total project budget, including reserves, of $37,780,359, and that the Board of Education direct staff to develop a Neighbourhood Learning Centre community consultation process to identify and confirm the current gaps in community programs and services, for review by the Board should the Ministry of Education support the next stage of the Project Development Report.

2. Transportation – Additional Service Routes

The Director of Operations reviewed the requirement in Policy 470 and Regulations 470R - Transportation Services Management to collect the actual cost for Additional Service Routes, which would be a combination of kilometers driven and bus drivers' time.

Outcome

The Committee recommended that the Board of Education waive the requirement in Policy 470 and Regulations 470R - Transportation Services Management to collect the actual cost for Additional Service Routes and, for the 2015/2016 school year, set the Transportation Fee for all riders at the level established in Motion 15P-073 (April 29, 2015 Public Board Meeting).

Information Items

1. Review of School Capacities

Committee members discussed the information provided on student enrolment and nominal/operating capacities for all schools in the Central Okanagan School District. The nominal capacity is based on the space standards for elementary, middle and secondary schools and forms a base line capacity which remains fixed. The operating capacity is determined by adjusting the nominal capacity to reflect the grade structure (which fluctuates from year to year) and classroom student capacity.

2. Project Identification Reports - Update

The Director of Operations and the Planning Manager reviewed the information provided on the Central Okanagan School District's top four capital plan priorities. Updated Project Identification Reports will be brought to the Planning and Facilities Committee in Fall 2015.

3. Annual Integrated Pest Management – Update on School Sport Fields

The Director of Operations provided an overview of the discussion which took place at the April 14th meeting with Operations staff and Athletic Directors. It was agreed at the meeting that the City of Kelowna opening and closing of fields policy would be used as a guideline, and that the District Horticulturist would evaluate each field individually to determine the field condition.

Recommendations/Referrals To the Board/Coordinating Committee/Other Committees

Future Public Board Meeting Action Items:

- Okanagan Mission Junior Middle School Project Definition Report
- Transportation – Additional Service Routes

Future Public Board Meeting Information Items:

- Review of School Capacities
- Project Identification Reports - Update

Items for Future Planning and Facilities Committee Meetings

- District Area Updates, e.g. enrolment, community growth, etc. *(Referred from the Incamera Board Meeting – April 29, 2015)*

September	October	November
- Summer Projects Update - Replacement of Rutland Middle School - Updated Project Identification Report - Okanagan Mission Junior Middle School – Update - Glenmore Secondary School – Project Identification Report - Lake Country Middle School – Update - 2015/2016 Capital Plan		- Annual Integrated Pest Management Report - Capital Project Bylaw – Approved Bus Project
January	**February**	**April**
	- Energy & Sustainability Presentation - Annual Facility Grant (AFG) Plan	- Capital Project Bylaw for AFG
May	**June**	
- Transportation – Additional Service Routes		

Meeting Schedule

August 26, 2015 *(tentative)*
September 16, 2015 October 21, 2015 November 18, 2015

Questions - Please Contact:

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Mitch Van Aller, Director of Operations Phone: 250-870-5150 email: Mitch.Vanaller@sd23.bc.ca

Julia Fraser, Chairperson