

SCHOOL DISTRICT No. 23 – BOARD COMMITTEE REPORT

COMMITTEE: Planning and Facilities Committee Meeting DATE: September 18, 2013

CHAIRPERSON: Trustee Deb Butler STAFF CONTACT: Alan Cumbers, Director of Operations

Board Attendees:

Trustee D. Butler - Chairperson
Trustee R. Cacchioni - Committee Member
Trustee J. Fraser - Committee Member
Trustee M. Baxter

Staff:

L. Paul, Secretary-Treasurer
A. Cumbers, Director of Operations
T. Beaudry, Assistant Superintendent
E. Watson, Planning Manager
B. Bertram, Executive Assistant (*recorder*)

Partner Group Representation:

COPAC	Vivian Evans, Member at Large
COPVPA	Jill Voros, Members' Liaison – Middle/Secondary
COTA	Susan Bauhart, President
CUPE	Darcy Egeland, Shop Steward
DSC	No representative

Agenda - Additions/Amendments/Deletions

September 18, 2013 Agenda – approved.

Reports/Matters Arising

August 28, 2013 Committee Report - received as presented.

Recognition/Presentations/Delegations

1. Presentation: SD No. 23 Closed Circuit Television (CCTV) Task Force

The Director of Operations provided a presentation on the CCTV Task Force which has been formed based on the recommendation of the Safety Needs Assessment Committee to ensure safe and secure district sites. The Task Force will review Board Policy 645 and 645R "Video Surveillance", and will be tasked with creating a set of sustainable guidelines for CCTV system implementation. The Task Force will also take into account inventory control systems, CCTV configurations currently in place, communication systems, intrusion systems, key and access code management, physical site and facility security components, lighting, and policies, laws and expectations for/of staff, students, parents and community members. The Task Force has been approved, in principle, by the District's Admin Council. Task Force members include school administrators, the Director of Operations, the Purchasing Manager, the Project Manager, an Electronics Technician, the Maintenance Manager and the Learning Technology Manager. Committee members discussed the information provided.

Discussion/Action Items

1. 2013/2014 Capital Plan Submission

The Planning Manager provided a brief review of the 2013/2014 Capital Plan Submission which must be submitted to the Ministry of Education no later than October 1, 2013. The Capital Plan projects have been entered into the Ministry of Education's web-based capital planning and costing tool. Project Identification Reports to support the top three priorities will be brought to the Planning and Facilities Committee for subsequent submission to the Ministry of Education by December 2013, in order to support consideration with this year's Capital Plan submissions.

Outcome

The Planning and Facilities Committee recommended that the Board of Education approve the 2013/2014 Capital Plan.

Information Items

1. Summer Projects 2013

The Director of Operations reviewed the list of completed summer projects. Priority 1 projects impact school opening, Priority 2 projects are completed by the end of the first few weeks of school, and Priority 3 projects do not have a significant impact on school opening. Attracting short-term summer staffing continues to remain a challenge. The District has been attempting to spread project work throughout the year; however, the most disruptive work must occur during the summer. It is hoped that future labour settlements will allow the District to compete for trades staff on a more level playing field. Committee members discussed the projects completed over the summer.

Items Requiring Special Mention

1. November 20, 2013 Planning and Facilities Committee Public Meeting

Westside catchment areas will be discussed at the November 20th Committee Meeting. In order to accommodate community members wishing to attend, the meeting has been moved to the Mount Boucherie Secondary School Multi Purpose Room and will begin at 6:00 pm.

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

Future Public Board Meeting Action Items:

- 2013/2014 Capital Plan Submission (*September 25, 2013 Public Board Meeting*)

Future Public Board Meeting Information Items:

- Summer Projects 2013

Items for Future Planning and Facilities Committee Meetings

Meeting Schedule

October 16, 2013 November 20, 2013 (Scheduled for 6:00 pm at Mount Boucherie Secondary School)

Questions - Please Contact:

Trustee Deb Butler, Chairperson

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Deb Butler, Chairperson