

SCHOOL DISTRICT No. 23 – BOARD COMMITTEE REPORT

COMMITTEE: Planning and Facilities Committee Meeting DATE: February 20, 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 J. Brinkerhoff
Trustee M. Baxter

Staff:

L. Paul, Secretary-Treasurer (*arrived at 5:00 pm*)
A. Cumbers, Director of Operations
K. Kovacs, Capital Planning Manager
B. Bertram, Executive Assistant (*recorder*)

Partner Group Representation:

COPVPA	Jill Voros, Members' Liaison – Middle/Secondary (<i>arrived at 4:44 pm</i>)
CUPE	Darcy Egeland, Shop Steward
COPAC	Shaun Bos, President
COTA	April Smith, 2 nd Vice-President
DSC	No representative

Agenda - Additions/Amendments/Deletions

February 20, 2013 Agenda – Approved.

Reports/Matters Arising

November 20, 2012 Committee Report - Received.

Presentation by CEI Architecture – Okanagan Mission Secondary School Addition Capital Project

Mr. Robert Parlane, CEI Architecture, provided a presentation on the progress to date for the Okanagan Mission Secondary School addition, which will increase the school capacity to 1,050 students. The building design focuses on 21st Century Learning, sustainability, safety and flexibility for optimal student learning. The Neighbourhoods of Learning Agreement with the City of Kelowna will provide a community facility for programs to be held outside of school hours. Final drawings for the addition will be completed by May 2013, with the project going out for tender in mid-May and construction beginning in July. CEI Architecture is allowing for a 52-week construction period. Committee members discussed the information provided.

Presentation by Renaissance – GHM Architects Inc. – Mar Jok Elementary School Capital Project

Mr. Todd Dust, Renaissance – GHM Architects Inc., provided a review of the progress to date for the new Mar Jok Elementary School in West Kelowna. The two-story building will accommodate 450 students and will relieve enrolment pressures in surrounding area elementary schools. Construction of the new school includes following the “wood first” initiative. The project will meet the equivalent for LEEDS (Leadership in Energy and Environmental Design) gold certification. The Neighbourhoods of Learning Agreement with the District of West Kelowna will provide a separate space for community programs as well as shared use with the school district for a community sports field. One of the challenges for the project is the Rose Valley Dam spillway covenant. The School District is working with the District of West Kelowna and the Ministry of Environment regarding the spillway covenant and has applied for a flood plain covenant exemption. It is anticipated that the building project will go for tender mid-April 2013, with construction beginning in May. Project completion is scheduled for August 2014. Committee members discussed the information provided and reviewed security measures in place for the District of West Kelowna community space which will be used during school hours, as well as the possible lack of sufficient parking stalls for School District and District of West Kelowna use. Maintenance and upkeep of the building will be covered similar to any District-owned property. The Neighbourhoods of Learning Agreement will be presented to the Board for final approval.

Discussion/Action Items

1. Annual Facility Grant Plan for 2013/2014 through 2017/2018

The Director of Operations reviewed the Annual Facility Grant Plan which is designed to extend the life of facilities and sites, and to address safety/educational needs concerns. School site administrators are consulted during the development of the Annual Facility Grant Plan. Trades coordinators provide feedback on critical items, and input is provided by specialty groups, e.g. Student Support Services and Information Services.

The Safety Needs Assessment Committee has recommended several security changes to school buildings and these are being addressed on an annual basis. A line-by-line item review of the Annual Facility Grant Plan is completed by the management team and Operations staff in order to determine item priority. Committee members discussed the information provided and the anticipated timeframe for the Annual Facility Grant funding announcement by the Ministry of Education.

Outcome

The Planning and Facilities Committee recommended that the Board of Education approve the Annual Facility Grant Plan for 2013/2014 through 2017/2018, as attached and as presented at the February 20, 2013 Planning and Facilities Committee Meeting.

2. Memorial Park Bench at Glenrosa Elementary School

Committee members discussed the request for the memorial park bench, which would be installed and maintained by Glenrosa Elementary School and the School Parent Advisory Council. Board Policy 625 “Sites, Facility and Equipment Enhancements” relates to memorial items installed on District sites.

Outcome

The Planning and Facilities Committee recommended that the Board of Education approve the request of Glenrosa Elementary School and the Parent Advisory Council to install and maintain a memorial bench, as presented at the February 20, 2013 Planning and Facilities Committee Meeting.

Information Items

1. Mar Jok Elementary School and OKM Secondary School Addition – Capital Projects Update

The Director of Operations provided information on the members of the Design Team for each project which include District senior staff, Directors of Instruction K-12 and school administrators. Although the timeframe for each project’s completion is extremely tight, it is anticipated that both buildings will be completed for school start-up in September 2014.

2. School Bus Transportation - Update

The Director of Operations reviewed the status to date of the District’s transportation system, and the benefits of the transportation charge to the overall efficiency of the transportation system in providing service to as many students as possible requiring bus transportation.

3. Constable Neil Bruce Middle School Parking and Access Improvements

The Secretary-Treasurer reviewed the parking and access improvements to the Constable Neil Bruce Middle School parking lot. The School District is awaiting road upgrades to be completed by the District of West Kelowna.

Outcome

The Planning and Facilities Committee recommended that the Board of Education send a letter to the District of West Kelowna outlining improvements to the Constable Neil Bruce Middle School parking lot to date, and advising that the School District is awaiting District of West Kelowna upgrades to Daimler Road.

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

Future Public Board Meeting Action Items:

- Annual Facility Grant Plan for 2013/2014 through 2017/2018
- Memorial Park Bench at Glenrosa Elementary School
- Constable Neil Bruce Middle School Parking and Access Improvements

Items for Future Planning and Facilities Committee Meetings

- Policy 405 and Regulations 405R “Student Placement” (*Referred from the Coordinating Committee*)

Meeting Schedule

April 17, 2013	May 15, 2013	June 19, 2013	August 28, 2013 (<i>tentative</i>)
September 18, 2013	October 16, 2013	November 20, 2013	

Questions - Please Contact:

Trustee Deb Butler, Chairperson
Alan Cumbers, Director of Operations

Phone: (250) 548-3255
Phone: (250) 491-4000

email: Deb.Butler@sd23.bc.ca
email: Alan.Cumbers@sd23.bc.ca