

**SCHOOL DISTRICT 54**  
*(Bulkley Valley)*

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**OPERATIONS COMMITTEE MEETING**

*Regular*

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**March 3<sup>th</sup>, 2015**

**5:00PM**

**School Board Office**

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<b>Voting Members</b>	<b>Administration</b>
L. Collingwood, Chair P. Michell, Alternate J. Williams  L. Kearns (ex officio)	C. van der Mark, Superintendent D. Margerm, Secretary Treasurer M. McDiarmid, Assistant Superintendent  E. Hildebrandt, Director, Facilities and Maintenance
<b>Regrets:</b>	

**Agenda**

- |                               |        |
|-------------------------------|--------|
| 1. Provincial Budget update   | BN-R-1 |
| 2. Trustee Stipend adjustment | BN-R-2 |
| 3. Calendar update            | BN-R-3 |
| 4. Utilities costing          | BN-R-4 |

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**Date & Time of Next Meeting: March 24<sup>th</sup>, 2015**

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# SCHOOL DISTRICT 54

(Bulkley Valley)

## Regular Committee Briefing Note 1

BN-R-1

### Provincial Budget Update

#### **BACKGROUND:**

##### ***Government funded costs:***

2014-2015 Teacher and support staff increases	\$ 94 M
2015-2016 Teacher staff increases	\$ 25 M
2015-2016 Support staff increases	<u>\$ 10 M</u>
Total	<b>\$129 M</b>

Less: Administration Savings Reductions (\$ 29 M)

(\*We have not received our funding as of yet; though, on a per pupil funding basis, \$29 M equates to approximately \$110,000 reduction in funding for administration.)

##### ***Estimated 2015-2016 Non-funded cost pressures common to all districts: \$37.5 M***

- New Generation Network
- Employee benefits increases including MSP, CPP and EI
- BC Hydro
- General inflation

##### ***Estimated 2015-2016 Non-funded cost pressures individual to districts: \$?***

- Excluded and administration raises (+\$25,400 per 1% and \$ for additional lifts for compression and inversion issues)
- Cost of Teachers' benefit plan standardization
- Teacher salary increments
- Student Information System upgrades (implementation costs \$?)
- Upgrades by districts to utilize the NGN (estimated at \$120,000 in 2015-2016)

Estimated 2015/16 new common district cost pressures	\$ 37.5 M
Estimated 2015/16 new individual cost pressures	\$ ?
Plus Administrative Savings	\$ 29.0 M
<b>Net Challenge</b>	<b>\$ 66.5 M + ?</b>

#### **DISCUSSION:**

#### **RECOMMENDATION:**

None

# SCHOOL DISTRICT 54

(Bulkley Valley)

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## Regular Committee Briefing Note 2

BN-R-2

Trustee Stipend

March 2015

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**TOPIC:**        *Trustee Annual Stipend adjustment*

**BACKGROUND:**

The policy (Appendix 1) reads that if there is no discussion, decision, and vote to reject an increase, then trustees will receive an increase to their annual stipend equal to the Consumer Price Index for BC. (Yearly average for 2014 year, as of December 2014 is 1%). The policy reads that ***'Stipends will increase on an annual basis based on the change in the Consumer Price Index for British Columbia as at December of each year unless the Board, by majority vote of those present at the annual March Board Meeting, resolve to not take the increase.'***

**DISCUSSION:**

- Is the Board interested in adjusting their stipend as of July 2015?
- Given the Consumer Price Index is positive, it will result in raise of 1% to the trustee stipend.
- The last trustee raises were in 2009 and 2001.

**RECOMMENDATION:**

None

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**SCHOOL DISTRICT 54**  
**(Bulkley Valley)**

**Appendix 1**  
**TRUSTEE REMUNERATION**

**1.170**

**POLICY**

**Annual Stipend**

The role of a trustee in public education is a voluntary service to the community requiring time and consideration, primarily, of policy related matters. Section 71 of the *School Act* provides the legislative parameters associated with remuneration and expense allowances paid to trustees.

In its consideration of remuneration, the board:

1. May establish remuneration levels as it deems appropriate but any change requires two-thirds (2/3) majority support of **all** trustees to implement such change.
2. Shall be guided by best practices within the province, for districts of comparable size, as reflected by BCSTA's periodic remuneration reviews.

In recognition of these factors, an annual stipend shall be paid to serving trustees with different rates applied to the positions of Chairperson, Vice-Chairperson and regular trustees.

Stipends will increase on an annual basis based on the change in the Consumer Price Index for British Columbia as at December of each year<sup>1</sup> unless the Board, by majority vote of those present at the annual March Board Meeting, resolve to not take the increase. Annual increases shall be effective July of each year. The Secretary Treasurer shall be responsible for maintaining a record of annual increases.

The stipend shall be paid on a monthly basis (*12 equal instalments*) and electronically deposited to the trustee's account. A T-4 statement of earnings shall be issued annually to each trustee.

**Stipends as at June 30, 2013**

<b>Position</b>	<b>Chairperson</b>	<b>V. Chairperson</b>	<b>Trustees</b>
<b>Annual Stipend</b>	<b>\$12,252.00</b>	<b>10,210.08</b>	<b>9,189.00</b>

**Expenses**

Upon the timely submission of properly completed expense claim forms to the Secretary Treasurer, trustees shall be reimbursed for reasonable<sup>2</sup> expenses incurred while on board approved travel.

- When trustees are required to attend duty related events using their own vehicle, a flat-rate, per kilometre reimbursement established by the BCSTA, will be provided.
- A *per diem* allowance will be paid to trustees for meals not provided at the event which they are attending. *Per diem* rates, established by the Secretary Treasurer, are based on industry best practices and subject to periodic change.
- Accommodations shall be approved by the Secretary Treasurer and only 'room costs'<sup>3</sup> will be reimbursed.

**VALUES**

In its consideration of this policy, the board has been guided by the values of responsibility, fairness and honesty.

Amended: June 18, 2013

Amended: June, 2008

Amended: January 15, 1991

Adopted: April 17, 1990

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<sup>1</sup> NB. % change from previous year.

<sup>2</sup> Alcohol, gratuities, are not considered 'reasonable'

<sup>3</sup> Does not include additional charges such as dry cleaning, entertainment, etc.

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**Regular Committee Briefing Note 3**  
**BN-R-3**  
**Calendar**

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**BACKGROUND:**

The Board has sent out invitations for consultation and input on two versions of proposed 2015-2016 calendar. Letters of response from different stakeholders have been provided. The School District 2015-2016 Calendar must be submitted by March 31, 2015.

**DISCUSSION:**

The Board will need to vote on accepting version 1 or version 2 of the proposed 2015-2016 calendars.

**RECOMMENDATION:**

None

<attached : Letters of response from stakeholder>

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# SCHOOL DISTRICT 54

(Bulkley Valley)

## Regular Committee Briefing Note 4

BN-R-4

### Energy Utility Costing

March 2015

#### BACKGROUND:

A costing analysis has been provided to demonstrate the energy savings that have occurred since 2007.

1. **Hydro:** Overall consumption has decreased by 24% resulting in a marginal financial cost of \$2,567. This is despite the fact that we maintain equal facility size with a greater energy demand in each facility due to computer technology. This is extremely significant given that the average rate of increasing cost was \$0.03/kWh. If Mr. Hildebrandt had not engineered the increased electrical efficiency, the District would be paying approximately \$60,300 more per year for hydro for a 2007 consumption rate.
2. **Natural Gas:** Overall consumption has decreased by 22% creating a financial savings of \$79,997 per year.

	2007		2013		Change		
	Use (kWh)	Cost \$	Use (kWh)	Cost \$	Use (kWh)		Cost \$
Hydro (kWh)	2,401,656	\$179,815	1,813,755	\$182,382	- 587,901	-24%	\$ 2,567
Natural Gas (GJ)	19,609	\$336,478	15,239	\$256,481	- 4,370	-22%	-\$ 79,997
<b>Total</b>		<b>\$516,293</b>		<b>\$438,863</b>		<b>Savings</b>	<b>-\$77,430</b>

#### RECOMMENDATION:

None