



# School District #49 (Central Coast)

## REGULAR MEETING OF BOARD OF EDUCATION

Date: April 17, 2018

Time: 6:03PM

Location: Board Office Board Room

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### **IN ATTENDANCE:**

Trustees: Nicola Koroluk, Chair  
Marisa Blewett, Vice Chair  
Christina Hoppe, Trustee  
Crystal Anderson, Trustee (Via Teleconference)  
Frank Johnson, Trustee (Absent)

Staff: Stephen Dishkin, Superintendent  
Helen Zhao, Secretary Treasurer

Guests: Marc Hedges, President, Central Coast Teachers' Association

The meeting was called to order at 18:03 hours April 17, 2018

The Board chair acknowledged that the meeting was being Held on Traditional Nuxalk Territory.

### **ADOPTION of AGENDA**

MOVED/SECONDED Christina Hoppe/ Marisa Blewett

That the Board accepted the agenda item

CARRIED

### **ADOPTION of MINUTES**

MOVED/SECONDED Marisa Blewett/ Crystal Anderson

That the Board accepted the minutes for March 06, 2018

CARRIED

### **SUPERINTENDENT REPORT**

#### **Enrollment**

There are 238 students enrolled for April.

#### **Staffing**

Superintendent updated the Board on hiring teaching position at BCE, job posting for retirement of Janitor at SAMS, as well as job postings for next school year.

#### **School Calendar 18/19**

The board was informed school calendar was approved by Ministry for next school year.

**Festival of Art**

Superintendent read the thank you letter from local Art Society for continued support.

**Letter for Track Meet**

The Superintendent reviewed the letter with the Board and informed that there had been discussions among staff at school and district level. Trustee Koroluk commented a letter from the Board would be drafted and sent out soon.

**Request for donation towards graduation class**

The letter of request was reviewed with the Board. The Board was informed that the school administration would review it.

**Admin Report**

The Superintendent went over the admin report with the Board.

MOVED/SECONDED Marisa Blewett /Christina Hoppe  
That the Board of Education accepted the Superintendent report  
CARRIED

**SECRETARY TREASURER REPORT**

**Quarterly Financial Forecast and 2018/19 Annual Budget First Draft**

Secretary Treasurer presented year end forecast for 17/18, as well as the first draft of annual budget for 18/19 school year. Trustee Koroluk asked how the year end forecast is projected. ST replied that Q4 spending forecast was added on the actual year to date spending for Q3.

**Audit Service Selection**

KPMG in Prince George was selected as the audit firm to conduct the financial audit for 17/18 school year.

**Daycare Project Update**

Custom built home was the option the Board approved to proceed in the consideration of the budget and timeline.

**2019/20 SEP Capital Projects**

The lighting system upgrade and floor replacement projects were discussed.

MOVED/SECONDED Marisa Blewett/Crystal Anderson  
The Board of Education agreed to proceed with the grant application on these two projects

MOVED/SECONDED Marisa Blewett/Crystal Anderson  
Board of Education accepted the Secretary Treasurer report  
CARRIED

**Committee Report**

**Health & Safety**

Work Safe BC Officer visited District and had meeting with the Committee on April 12<sup>th</sup>. The Health & Safety Committee meeting was held on April 16th.

The format of Committee meeting, as well as process on dealing with action items have been changed. Joint Health and Safety Evaluation Tool were reviewed. Training on Joint Committee, as well as site inspections need to be setup.

The next meeting is June 11.

**Pro-D**

Change was made toward approving out of town trip for professional development if the trip is scheduled on district Pro-D day.

MOVED/SECONDED Marisa Blewett/Crystal Anderson  
The Board of Education approved the committee reports.

**ITEMS BROUGHT FORWARD FROM THE IN CAMERA MEETING**

Staffing  
Daycare Project  
Pro-D


**NEXT SCHOOL BOARD MEETING**

Tuesday, May 08 at 6PM

**QUESTIONS OF AND BY BOARD MEMEBERS**

**ADJOURNMENT**

MOVED/SECONDED Crystal Anderson/Nicola Koroluk  
That the regular meeting adjourns at 19:35 hours April 17, 2018

  
Chairperson

  
Superintendent