

Special Committee of the Whole Meeting
February 13, 2018 at 3:30pm
District Education Office, 33046 – 4th Avenue, Mission, BC

Members Present:

Chair Tracy Loffler
Trustee Rick McKamey
Trustee Randy Cairns
Trustee Jim Taylor
Trustee Shelley Carter

Staff Present:

Superintendent Angus Wilson
Secretary Treasurer Corien Becker
District Principal Aboriginal Education, Joseph Heslip
Executive Assistant Aleksandra Zwierzchowska (Recorder)

1. CALL TO ORDER

The meeting was called to order at 3:33 pm by the Chairperson. The Chair acknowledged the meeting was being held on Stó:lō Territory. There are four First Nation Bands within the boundaries of the Mission School District: Leq:a'mel, Sq'èwlets, Kwantlen, and Matsqui First Nations.

2. Adoption of Agenda

Two additions:

Item 3.2 Stave Falls Income – Trustee Taylor

Item 3.3 Stave Falls School Liabilities – Trustee Taylor

Moved and Seconded

That the Agenda be adopted as presented with the two additions.

CARRIED

3. Unfinished Business

3.1 Stave Falls Cost Estimates

The Chair referred to item 3.1 - Attachment A - Analysis of School Board Cost Estimate to Re-open Stave Falls Elementary. The Board decided to review each item line by line to discuss essential costs that would meet the requirements of a healthy-safe school to reach a consensus on minimal costs.

Trustee Cairns entered the room at 3:34pm.

The committee took a recess to make additional copies of the agenda and a handout distributed by the Stave Falls Community Association with specific comments on item 3.1 - Attachment A- Analysis of School Board Cost Estimate to Re-open Stave Falls Elementary.

The meeting resumed at 3:54pm. It was recommended that this meeting follow the normal format of the Committee of the Whole for input from all members.

The following items are listed on item 3.1 - Attachment A- Analysis of School Board Cost Estimate to Re-open Stave Falls Elementary:

Minor trim / Covered Windows

Comment: During a tour of the Stave Falls Elementary, no trim repairs were visible on the exterior.

R: Until the wood is removed, we are unable to see what is underneath the wood we are unable to identify the specific work or repairs required.

Q: Would the cost for covered windows be absorbed by routine maintenance?

R: There is a technical issue with what maintenance is completed on an open school verses a closed school.

Roof

South pod has small puddles of water. No evidence of recent leaking.

Q: Is it a recommendation to replace the entire roof?

R: The South end needs repair, we are unsure when this problem became evident. Some patchwork has been completed. When the roof is replaced, there is a recommendation to redesign.

Q: Would the roof be covered under warranty?

R: Not at this time.

Q: Would there be a grant from the government for the building envelope?

R: Yes, but the \$175,000 for a new roof would be deferred. The school district would need to spend \$20,000 on roof repairs to re-open.

Gutters

Gutters are full of leaves. Not sure that this cost is accurate.

Skylights

Boxes were built over the skylight, they seem in good standing.

Benches

This item is listed as a deferred cost in staffs report.

Flooring

The floor joints require repair.

Carpet

Some areas of the school do not have carpet. This figure could be reduced.

Q: In the past, there was a directive to remove all carpets throughout the district and replace it with vinyl. Is that something we are following through?

R: Facilities directed to remove carpet in primary levels because they primarily work on the floor. There is plywood on the gym floor and efforts are required to remove it.

Walls / Paint Entire School

Comment: Did not see damage on the walls for patch and repair.

R: Since the school is decommissioned, it would be a good plan to complete the work now.

Q: Would the wall repairs be included in the building envelope grant?

R: Because the repairs are for the interior of the school, no grant is available on this item.

Ceilings

Q: How many missing ceiling panels are there?

Minutes

R: At this point, we have not looked into this.

Door Hardware

Comment: The doors were checked during walk through and they all work.

R: It is not our intention to spend unnecessary monies; it was recommended some money be set aside for this item.

Weather Stripping

Staff deferred this item. See page 21 of the agenda.

Desks

Comment: They seem to be in operational condition.

R: Refer to appendix 4; staff listed this item as a deferred cost.

A fulsome inventory of the desks in storage has not been completed. If we use any furniture that contains asbestos, these pieces would eventually need to be replaced.

Fire Extinguishers

Assuming they are rechargeable extinguishers, there is no need to replace them only refill them.

Washrooms

Comment: Unsure if this is a conservative amount.

School photos

The cost for this item was deferred.

Signage

Comment: Seems like a high estimate.

R: Unsure if this item is interior or exterior related.

No comments on dampers.

Water testing

Under civil, staff deferred \$2800.

Q: Have we been testing water routinely?

R: Yes, but not at Stave Falls Elementary.

Storm Flush

Storm flushing and inspection estimated to cost \$1000, staff deferred \$2800.

Onsite Pavement Repair

Cost deferred.

Sewage Treatment Evaluation

Comment: Is Stave Falls on a septic field? Does the field need to be brought up to code? There would be costs could be significant.

Q: Will there be a building inspection?

R: If a decision is made to reopen the school, we need an occupancy permit. At which time, an inspector would review certain items.

One item that has not been completed is the seismic review.

Heating

\$10,000 would be the minimum cost. \$180,000 would be deferred.

Q: The controls system upgrade under mechanical, does this have to do with the lighting?

R: This item is now listed as #6 under electrical. The system that is currently installed at the school is not present at any of the schools and pieces were removed leaving an incomplete system.

Sink GFI Plugs

Q: Are they located in washrooms?

R: An inspection is required to locate them.

This concluded the review of items outlined on item 3.1 - Attachment A – Analysis of School Board Cost Estimate to Re-Open Stave Falls Elementary.

The Secretary Treasurer noted that Appendix 3 found on page 21, provides cost details to upgrade the building for use. Appendix 4 found on page 24, provides cost details for re-opening the building as a school.

The items listed under Information Technology were estimated by the IT Department. Majority of the listed items have been noted as essential items.

Q: Are laptops being used in all schools?

R: Yes, however, we can't get them set up and distributed to staff fast enough partially due to training. We are finding that the schools that have laptops carts want more.

Comment: We are a growing school district and in need of schools. It is a good idea to get ahead and start planning now.

If the Board does not feel comfortable making a decision, then staff can take the items that the Board would like refined and bring them back for review. The Secretary Treasurer noted that a seismic review is required, and a possible permit from the District of Mission.

Q: Can a permit slow the process down?

R: If a building has sat vacant for two or more years, an inspection is required for occupancy. No direction has been provided from the Board on these cost items.

Q: Did specialists provide the school set-up costs from each department?

R: Yes, cannot say they were physically onsite when estimating these costs.

The Chair informed the committee that there is 15 minutes remaining and 8 people on speaker list but we have not heard from the board.

Trustee Cairns – Staff has enough information to come back with a paired down list of costs for a safe school.

Trustee Taylor – Referred to two additional items; Stave Falls Cost Estimates and Stave Falls Income. These attachments can be found in the amended agenda. There will be costs associated no matter what the Board decides. Would like to see information on revenue for out of district students and

revenue if a daycare was operating onsite. It would be good to know how many students attend Dewdney because of the daycare.

Trustee McKamey – Would like staff to review the numbers and bring the information for further discussion. This is about making the right decision and it is important to know about the potential ripple effect. The decision we make needs to be a sustainable one.

Trustee Carter – Would like to see the information come back with a breakeven point for a safe and healthy school.

Secretary Treasurer - At this point, it will not take significant time to update the cost for re-opening, adding more information on revenue, and updating the break-even point. We can look at a boundary review but opening Stave Falls will not relieve pressure at Albert McMahon Elementary. This school needs portables as new developments are being built in the coming years.

The Secretary Treasurer referred to page 9 of the agenda which outlines enrolment projections for the foreseeable future with 5 different enrolment projections. Page 10 of the agenda outlines information on revenue and expense projections.

Moved and Seconded

That the conclusion time for the Committee of the Whole meeting be extended until 6:15pm.

CARRIED

The Superintendent noted that it is important to consider the bottom line and if it makes sense to open the school. Fine-tuning the opening costs will not change the operating costs. In 2008, the school district was facing a decline in enrollment and today the district is seeing growth. This presents a different factor than when the school closed. Dewdney generates \$30,000 in revenue from the onsite daycare; this revenue offsets the district costs and contributes to the bottom line. See page 11 of the agenda for information on the financial analysis of other schools.

Q: Will the school open as a K-3 or K-7 model?

R: Opening the school as a K-3 model would mean a smaller group. We need to consider the economy of scale.

The following items were noted as items the Board would like staff to update and bring back to the February 27, 2018 meeting:

1. Paring down the essential costs for a safe and healthy school
2. essential school related costs with commentary as to why it's necessary
3. Revenue and break-even points, including daycare / other revenue
4. Out of district (new student) revenue projections
5. Impacts on other schools – catchment / boundaries – space availability
6. How many students are going to Dewdney because of the Montessori daycare
7. Catchment / Boundary Review - information

4. Staff Reports

4.1 Stave Falls Elementary – School Board Report

Minutes



This report is available on page 4 of the agenda. The outlined information was reviewed in comparison with item 3.1 - Attachment A – Analysis of School Board of Cost Estimate to Re-Open Stave Falls Elementary.

5. New Business

6. Minutes of Previous Meetings

Moved and Seconded

That the Committee of the Whole meeting minutes dated January 24, 2018 be amended.

AMENDMENT

To include Trustee Taylor’s request to forward his three documents to the next meeting as Unfinished Business.

CARRIED

7. Information Items

No information items were presented.

8. Adjournment

Moved and Seconded

That the Committee adjourn the meeting.

CARRIED

The meeting adjourned at 6:15 pm.

Certified Correct:

Original Signed by Tracy Loffler

Chair, Board of Education

Original Signed by Corien Becker

Secretary Treasurer

February 27, 2018

Date

February 27, 2018

Date