



Secretary-Treasurer's Report November 2008

Computers

The Apple Computers have arrived and the Tech Department will begin installing Hutton's lab first. They want to monitor these computers, and then if everything goes smoothly we will roll out to Perley and West Boundary.

Arrest for Portable Fire

Two people have been arrested for the Hutton Portable fire. We still need to finish ordering the items lost during the fire.

BC Association for School Business Officials Pro D

This November the BCASBO invited the School Plant Officials Associations SPOA to join us for Pro D. Topics included Energy Savings and Greenhouse Gas Emissions. We also need to send out a 5 or a 10 year Capital Plan in the spring. We were informed that we need to be cautious of our capacities and to make sure that we consider *Early Learning* and *Neighborhoods of Learning* that could be Ministry Initiatives in future years.

I also attended sessions dealing with the *School Protection Program* and *Freedom of Information and Privacy*. After the session I made a check list to ensure I follow up with Principals and Secretaries and to make sure we are reporting correctly.

BCPSEA was present to provide updates on the status of the K-12 Employment Data and Analysis System. Harris & Company presented recent court cases and challenges for Districts on school closures and disposal of properties.

New Executive Assistant

Charlene Wiebe has replaced Shirley whose last day was November 29th. Charlene is a great addition to our office. We are looking forward to working with her. Shirley will be back to help over the next month if we need her. She officially retires on January 1st after 27 years with the District. All the best to Shirley in her retirement!

New Groundsman/Maintenance Man

Ron Leber is the new Groundsman and will be starting within the first two weeks of December. Welcome to Ron. Ron is replacing Walter Plotnikoff who has been with the District for 33 years. All the best to Walter in his retirement!

Microfibre

During one of the night shifts, Andy and Dean went to several of the schools with microfiber supplies to give the custodians a refresher course on the items purchased and how they should be used. Last year the custodians and I developed a list of the custodial tasks to be performed on a daily, weekly and monthly basis, and now Andy and Dean have come up with the wonderful idea of adding to the list what cloth or equipment to use for each task. What a great reference for custodians. Thank you Andy and Dean for being so innovative!

Maintenance Department

The maintenance department has been busy with the following:

- Routine maintenance
- Dry walling a storage and custodian room at Walker Development Centre
- Putting a storage area in the basement at Beaverdell School
- Working on the new Technology Centre

Transportation

We are presently looking at a system called Zonar which is a GPS system and much more. It is used by other School Districts in the province. It would be installed on all buses and maintenance vehicles so we would know where all School District vehicles are at all times. It monitors fuel consumption, provides a computerized pre-trip system for drivers and it can also help with bus route planning. The safety and the tracking aspects of the system are impressive. We will get a quote for the system so we can look at it during our budget process. We also need to get input from the drivers in the District.