



OPERATIONS/TRANSPORTATION REPORT

October 2009

J. Hanlon

Forms to Ministry

October was the month that forms had to go to the Ministry.

- Form 1701 – Collection of FTE and Headcount for Districts along with categorized special education students and Aboriginal Students
- Form 2003 – Collects data on teacher's salaries as at September 30th which is used to determine the Educator's Salary Adjustment portion of the funding formula.
- Class Size and Composition – Used to calculate school district class size averages and ensures compliance with Bill 33.
- Form 1530 - This report shows the positions you have for the operating school year that the District knows of as at September 30th. I have included the report from last September as well.
- Form 1601 - Reports contact information for each school and staff headcount and #of divisions.
- Form 2001 - Reports new staff and staff returning from leaves.
- GRE – Quarterly Financial Reporting to Ministry.



Operations Committee

The Operations Committee met on October 21st and reviewed the Annual Facilities Grant. Also discussion was held on the Mt Baldy Bus and safety concerns for students due to the condition of the road.



Custodial Visits.

Operations Manager is visiting the custodians in the schools to go over the cleaning changes for H1N1.

Fire - Final Statement of Damage

I have signed off the final Statement of Damage for the portable fire. The total claim was \$391,961. We still have the ramp to put on the portable. I have received the money and it will be installed in the spring.

Smart Tool

The Ministry has sent out an agreement for the smart tool. We have signed the agreement but they are sending out another agreement and we have a choice of which we would like to sign. If we choose to sign the new one they will discard the old one.

We signed up for the tool and had the training this summer. Charlene is entering data as she has time. My reasoning for getting the tool as soon as possible was this tool determines our carbon foot print and the cost of our offsets. We will need to pay our carbon offsets in March 2011 for the calendar year of 2010. I need to know for the 2010/2011 budget an estimate of that cost so it can be budgeted.