



**Secretary-Treasurer Report**  
**Jody Thiessen CPA, CGA**  
**December 3, 2024**  
**Regular Board Meeting**

**Transportation**

- The week of November 25<sup>th</sup> was a very challenging week for our drivers and mechanics as there was freezing drizzle and snow making country roads very icy. Thank you to the 90 routes getting the students to and from school safely.
- The transportation department is looking for spare bus drivers. If you are interested or know of someone who might be please check out careers tab on the sunrise website.
- The department has a new face in the office, Brenda Cade, who will be in the office from 1:30 pm to 5:00 pm every day helping with the ride home and other administrative tasks. Welcome Brenda!

**Finance**

- Preliminary work ups on the CUPE 5097 retro pay started, funds will be released once the contract has been officially signed.
- Budget analysis underway to prepare for the 25/26 budget discussions.
- Purchasing will be meeting with the Metro school divisions on November 29<sup>th</sup> to discuss the current tender. The metro committee are school divisions located in the City of Winnipeg. Due to Sunrise's size, we have been allowed to join the tender group and benefited over the years from the tender savings on stationery and commercial grade furniture.

**ICT**

- Finalized the computer needs for Adult Education sites and preparing for computer renewal and will occur in early 2025.
- Reviewing technology replacement costs for interactive displays.

**Maintenance**

- Springfield Collegiate Building envelope, mechanical and roof replacement – A few rooms with fluctuated temperatures occurring. Fluctuation will occur until the valves under warranty are replaced. Advised the principal to send the concerns to the email distribution group with all contractors.
- Finalized request for proposals for Sunrise Education Centre mechanical system replacement.

- During the winter break the custodians will be at the school doing some deep cleaning and performing heating checks daily.
- The department is in search of spare cleaners for all sites. Please check out the careers tab on the sunrise website.

### **Miscellaneous**

- The Secretary-Treasurer and Finance Manager are near the completion of school visits. It was a pleasure meeting with all schools' administrators to discuss past spending habits and future school spending goals.
- December 3, 2024, is the last board meeting of 2024. I am looking forward to enjoying and hearing about the schools' holiday concerts in the upcoming weeks.

**Wishing everyone a wonderful holiday season!**

