

SCHOOL DISTRICT No. 23 – BOARD COMMITTEE REPORT

COMMITTEE: Finance and Legal Committee DATE: October 21, 2009

CHAIRPERSON: Trustee G. Given STAFF CONTACT: L. Paul, Secretary-Treasurer
E. Sadlowski, Director of Finance

Attendees:

Trustee G. Given (Chairperson)
Trustee G. Scanlan (Committee Member)
Trustee J. Watson (Committee Member)

Staff:
E. Sadlowski, Director of Finance
H. Gloster, Superintendent
T. Beaudry, Assistant Superintendent
D. Carmichael, Finance Manager
M. Essler, Executive Assistant (Recorder)
Absent: L. Paul, Secretary-Treasurer

Partner Group Representation:

COPAC	Shelley Kvamme-MacDonald
COTA	Alice Rees, President
COPVPA	No representative – sent regrets
CUPE	No representative
DSC	No representative

Action Items

1. Review of 2009/2010 Proposed Budget Timeline and Consultation Process

(attachment)

Eileen Sadlowski, Director of Finance, reviewed the Proposed Budget Timeline and Consultation Process for 2009/2010. There are two budget timelines shown: one for the 2009/2010 Operating Budget and one for the 2010/2011 Operating Budget. The Committee discussed the Director of Finance providing one Finance Presentation to all partner groups, School Planning Councils and the general public at the February 1, 2010 COPAC Meeting. Discussion took place and the Committee decided on continuing the paper and online survey as part of the consultation process. Trustee Given advised that parents had difficulty in assigning value and listing the choices in priority order on the brochure, and recommended that the suggestions be more broad-based. The Director of Finance advised that the brochure for 2010 could possibly contain 2 to 3 efficiency initiatives the School District is thinking about implementing, and providing more space for comments/ideas. Members of the Committee discussed the concerns with the Superintendent's Budget Report first being presented to the public as an information item at the April 14, 2010 Public Board Meeting, and whether this date allowed for enough time for discussion prior to finalization at the April 21, 2010 Public Board Meeting. The Committee agreed that the Superintendent's Budget Report would first be presented at the March 24, 2010 Public Board Meeting (as information) to allow sufficient time for public dialogue.

Outcome:

THAT: The Finance and Legal Committee forward the 2009/2010 Proposed Budget Timeline, as amended at the October 21, 2009 Finance and Legal Committee, to the Board for approval.

2. Revenue and Expense Summary at September 30, 2009

(attachment)

The Director of Finance reviewed the Revenue and Expense Summary at September 30, 2009. The amounts for the Forecasted Annual June 30, 2009 and Proposed Final Budget 2009/2010 are not included due to the fact that school started one week later this year. The Operating Grant from the Ministry is driven by student enrolment. There were more self identifying students in the Aboriginal Program which provided an increase of approximately \$160,000 of dedicated funding to that Program. The Special Education Program also received an increase in dedicated funding

of approximately \$700,000 due to increased identification of students. In the past the Pay Equity Grant was received in full in August and this year the Ministry is provided the funding in 12 monthly installments. The payments for transportation are included under 'miscellaneous'. To date there has been \$520,000 collected. Once the October payment/installment is collected, the total will be approximately \$700,000. The Committee discussed the decrease shown in the salaries for support staff due to one less work week in the month of September. The Director of Finance provided the Committee with information on a letter received from the Teachers' Pension Plan advising that the rates were increasing by 1.04% from 8% to 9.04%. This will equate to a cost of approximately \$900,000 to the District. Upon discussing the Expenditure by Program, the Committee members agreed to remove the reference to each individual Instruction function and to instead provide the total figure of \$14,726,253 on the Summary provided to the Board at the November 10, 2009 Public Board Meeting. Distribution of teacher and administrator salaries across the various programs had not been done yet so the costs for individual programs were distorted.

Outcome:

THAT: The Finance and Legal Committee receive the Revenue and Expense Summary at September 30, 2009, as amended at the October 21, 2009 Finance and Legal Committee meeting;

AND FURTHER THAT: The Revenue and Expense Summary at September 30, 2009, as amended at the October 21, 2009 Finance and Legal Committee meeting, be forwarded to the Board as an information item.

Recommendations/Referrals to the Board/Coordinating Committee/Other Committees

Public Board Meeting – November 10, 2009

- Review of 2009/2010 Proposed Budget Timeline and Consultation Process
- Revenue and Expense Summary at September 30, 2009

Items for Future Finance and Legal Committee Meetings

Meeting Schedule

Future Finance and Legal Committee Meetings:

Wednesday, November 18, 2009 at 1:00 p.m. at School Board Office

Future Finance and Legal Committee Budget Review Sessions:

Wednesday, November 4, 2009 at 1:30 to 3:30 p.m. at School Board Office

Wednesday, December 2, 2009 at 1:30 to 3:30 p.m. at School Board Office

Questions – Please Contact:

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