

SCHOOL DISTRICT No. 23 – BOARD COMMITTEE REPORT

COMMITTEE: Finance and Legal Committee DATE: March 2, 2006

CHAIRPERSON: Trustee A. Hunt-Binkley STAFF CONTACT: L. Paul
E. Sadlowski

Attendees:

Trustee A. Hunt-Binkley (Chairperson)	Staff:
Trustee R. Cacchioni (Committee member)	E. Sadlowski, Director of Finance
Trustee W. Horning (Acting Committee member)	M. Essler, Executive Assistant (Recorder)
Trustee M. Baxter	
Absent: Trustee C. Wiebe (Committee member)	

Partner Group Representation:

COPAC	Deb Butler, Executive Member	COTA	Bob Shanks, President
COPVPA	Scott McLean, President	CUPE	No Representative

Minutes

Note: Detailed Minutes of the Committee meetings are available upon request. To obtain copies of Minutes of the Finance and Legal Services Committee Meetings, please phone the office of the Secretary-Treasurer at 470-3216.

The Committee adopted the Minutes of the February 15, 2006 meeting.

Action Items:

1. Review of February 2006 Financial Statements

The Director of Finance reviewed the Revenue and Expense Summary at February 28, 2006. Trustee Baxter requested information on how the federal funding for French Programs is determined. The Director of Finance advised that she would provide that information at a later date.

Outcome:

THAT: The Finance and Legal Committee receive the Revenue and Expense Summary at February 28, 2006 and that the Revenue and Expense Summary at February 28, 2006 be presented to the Board for approval.

Information Items:

1. Funding Information Available to Date

The Superintendent advised there is no specific funding information available as of March 2, 2006.

2. Response to Query re: Ameresco Subcontract

A query was raised during discussion of the budget document regarding the value of the Ameresco Contract. The contract was approved as part of the Annual Facilities Grant in March, 2004. The contract was valued at \$1.32 Million. School District personnel are then subcontracted by Ameresco to perform electrical work on the contract.

The Director of Finance provided an overview of the approval of the Ameresco Project 2 years ago. Ameresco are electrical engineers subcontracted to provide retrofits to the lighting systems in School District No. 23 to improve their efficiency.

3. Updated Budget Timeline

The Director of Finance confirmed that the next Incamera Finance and Legal Committee Meeting date of April 11, 2006 at 2:00 is for discussion of the budget in detail. The next Public Finance and Legal Committee will be held on April 19, 2006 at which time the Superintendent's Budget Report will be discussed and recommendations made to the Board. It is anticipated that recommendations will come forth at the Public Board Meeting of April 26, 2006.

4. Review of Alternate Reporting Documents

Trustee Hunt-Binkley reviewed the Budget Cycle document received at the BCSTA Provincial Council Meeting.

The Committee discussed the formats used by the Greater Victoria School District and Nanaimo School District for their Annual Budget documents.

Outcome:

The Committee agreed that the Budget document would include a one to two page Executive Summary, and the next Budget Timeline would incorporate the format used by the BCSTA.

Items for Future Agenda

Business Company Report (May 2006)
Review of Investment Policy

Next Committee Meeting Date: April 19/06 at 6:30 p.m. Location: School Board Office Board Room

Questions: Please Contact: Trustee Anna Hunt-Binkley Phone: (250) 766-5690