

SCHOOL DISTRICT No. 23 – BOARD COMMITTEE REPORT

COMMITTEE: Finance and Legal Committee DATE: September 6, 2007

CHAIRPERSON: Trustee A. Hunt-Binkley STAFF CONTACT: L. Paul, Secretary-Treasurer
E. Sadlowski, Director of Finance

Attendees:

Trustee A. Hunt-Binkley (Chairperson)
Trustee R. Cacchioni (Committee Member)
Trustee C. Wiebe (Committee Member)
Trustee M. Baxter
Trustee W. Horning

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

Partner Group Representation:

COPAC Gail Given, Executive Member
COTA Tom Potts, President
COPVPA No Representative (sent regrets)
CUPE Bill Zeman, President
DSC No Representative

Action Items

1. 2006/2007 Audited Consolidated Financial Statements

(attachment)

In attendance: Jim Grant and Tyler Neels of Grant Thornton

The Committee was provided with the Notes to the Consolidated Financial Statements and Auditor's Report which are additional items to the 2006/2007 Audited Consolidated Financial Statements.

Jim Grant of Grant Thornton provided a report of the audit of the District's 2006/2007 Audited Consolidated Financial Statements. Mr. Grant noted the following:

- The District's Financial Statements were prepared in accordance with Canadian Generally Accepted Accounting Principles.
- The Consolidated Financial Statements present fairly the financial position of the School District as at June 30, 2007.

Jim Grant provided a further in depth review of the 2006/2007 Audited Consolidated Financial Statements.

Outcome:

That the Finance and Legal Committee receive the 2006/2007 Audited Consolidated Financial Statements, as attached, and as presented at the September 6, 2007 Finance and Legal Committee meeting.

That the Finance and Legal Committee recommends that the Board, at the September 26, 2007 Public Board Meeting, receive and accept the 2006/2007 Audited Consolidated Financial Statements.

2. **Program Review – Community Rental Program**
Draft Amendments to Policy 650 – Public Use of School Facilities and Regulations 650R – Public Use of School Facilities (Regulations)
(attachment)

At the June 20, 2007 Finance and Legal Committee Public Meeting, the following Motion was passed:

The proposed Draft of Policy 650 – Public Use of School Facilities and Regulation 650R – Public Use of School Facilities (*Regulations*) be amended as suggested at the June 20, 2007 Finance and Legal Committee Meeting. The draft of Policy 650 – Public Use of School Facilities and Regulation 650R – Public Use of School Facilities (*Regulations*) will be placed on the Agenda for the September 10, 2007 Public Finance and Legal Committee meeting for further review by the Committee.

Eileen Sadlowski, Director of Finance, provided an overview of the amendments as discussed at the June 20, 2007 Finance and Legal Committee Meeting. The amendments include Adult and Non-Profit organizations combined into Group A as both receive the same fee structure, the establishment of Hollywood Road Education Services as an alternative facility for conferences, meetings, computer training and presentations, the deletion in item 3.3 referencing payment monthly in advance for rental agreements that are longer than one month, and the deletion of the reference of the rental of equipment.

The Committee discussed the further amendments to include Group A to read “Youth/Adult Non-Profit Organizations” and the removal of the first and last month charges required as a security deposit for Preschool Operation and After-School Care. The Director of Finance confirmed that the requirement for the first and last months charges has not been enforced. The Committee concurred that the recommendation for the amendments to the Policy and Regulations be forwarded to the Board for approval, with the addition of further information from the Preschool Partnerships Committee on the effects of the requirement for first and last month charges as a security deposit from Preschool operators and after school care.

Outcome:

That the Finance and Legal Committee forward to the Board for approval revised Policy 650 – Public Use of School Facilities and Regulation 650R – Public Use of School Facilities (*Regulations*), as presented and as amended at the September 6, 2007 Finance and Legal Committee Meeting. Further information will be forwarded to the Board from the Preschool Partnerships Committee on the effects of the requirement for first and last month charges as a security deposit from Preschool operators and after school care.

Information Items

1. **Recommendations/Referrals to the Board/Coordinating Committee/Other Committees**
2006/2007 Audited Consolidated Financial Statements
Program Review – Community Rental Program
Draft Amendments to Policy 650 – Public Use of School Facilities and Regulations 650R – Public Use of School Facilities (*Regulations*)
2. **Items for Future Finance and Legal Committee Meetings**
Review of Budget presentation Information Gathering Process for January of 2008 (*October 2007*)
3. **Meeting Schedule**
Wednesday, October 17, 2007 – 6:30 p.m. at School Board Office
Wednesday, November 21, 2007 – 1:00 p.m. at School Board Office

Questions – Please Contact:

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Anna Hunt-Binkley, Chairperson