

SCHOOL DISTRICT No. 23 – BOARD COMMITTEE REPORT

COMMITTEE:	<u>Finance and Legal Committee</u>	DATE:	<u>April 3, 2013</u>
CHAIRPERSON:	<u>Trustee C. Gorman</u>	STAFF CONTACT:	<u>L. Paul, Secretary-Treasurer E. Sadlowski, Director of Finance</u>

Attendees:

Board of Education:

Trustee C. Gorman (Chairperson)

Trustee R. Cacchioni (Committee Member)

Trustee M. Pendharkar (Committee Member)

Trustee M. Baxter

Trustee J. Brinkerhoff

Trustee J. Fraser (*arrived at 1:25 pm*)

Staff:

L. Paul, Secretary-Treasurer

E. Sadlowski, Director of Finance

H. Gloster, Superintendent

D. Carmichael, Finance Manager

B. Bertram, Executive Assistant (*Recorder*)

Partner Group Representation:

COTA Susan Bauhart - 1st Vice-President, Alice Rees – President (*arrived at 1:25 pm*)

COPAC No representative

COPVPA No representative

CUPE Wendy Johnson, President

District Student Council No representative

Agenda/Additions/Amendments/Deletions

Addition: 3.3 Presentation: Bryn Coape-Arnold, Learning Assistance Teacher – Peter Greer Elementary School:
Request for a Learning Assistance Coordinator Position

Reports/Matters Arising

February 20, 2013 Committee Report – received as presented.

Recognition/Presentations/Delegations

1. Partner Group Presentations/Comments

Wendy Johnson, CUPE President, provided background information on the CUPE Local 3523 budget submission requesting that 10 month CUPE employees be allowed to work additional minutes per day and bank the time, to be taken during the second week of Spring Break.

Committee members discussed the information provided and the cost savings generated with the addition of the second week of Spring Break.

2. Dan Hurd, Teacher – Mount Boucherie Secondary School – TEK LSA Class Size Presentation

Dan Hurd presented information to committee members on the request for a decrease in class size in school shops. The lower class sizes are requested for student safety and engagement, and would reduce accidents, supervision problems, and wait times for machines/tools or for help from the teacher. Larger class sizes result in a reduced curriculum content and teachers doing the work for students due to time constraints.

Committee members discussed the information provided, legal liability, and financial costs associated to the request.

3. Bryn Coape-Arnold, Learning Assistance Teacher, Peter Greer Elementary School - Request for a Learning Assistance Coordinator Position

Bryn Coape-Arnold provided background information on the request for a Learning Assistance Coordinator position. The roles and responsibilities of the position would include acting as a liaison between school district administration and Learning Assistance Teachers as well as liaising with parents and community groups, providing mentorship and support, coordinating in-service and professional development opportunities, and gathering and disseminating information.

Committee members discussed the information provided, options available and the financial costs associated with the request.

Public Question/Comment Period

The Chairperson read a letter from the Chairperson of the Aboriginal Education Council in support of the Council's request that the Central Okanagan School District cost share the Aboriginal Resource Teacher position. The letter is in support of information contained within the Finance and Legal Committee agenda package, under item 7.2 "Budget Consultation Input Received".

Discussion/Action Items

1. Policy 207 "Investments" and the Investment Portfolio Review Report

The Director of Finance reviewed the information contained within the Investment Portfolio Review Report and outlined the guidelines the District uses for all investments. Committee members discussed the information provided.

Outcome

The Finance and Legal Committee received the Investment Portfolio Review Report.

Information Items

1. Overview of Budget Allocation

The Director of Finance reviewed the estimated operating grants for the 2013/2014 school year. School districts have received some hold-back funds from the Ministry of Education, however a portion of this year's hold-back funds at the provincial level has been redirected to address budget pressures, including funding the Annual Facilities Grant. Committee members discussed the information provided.

2. Budget Consultation Input Received

The Superintendent reviewed the process for gathering budget input which included a public information evening, an electronic survey available on the District's website, and requesting budget input from Parent Advisory Councils and schools. The public consultation process remains open until the Board of Education makes their final budget decisions. The provincial budget funding announcement was received on March 14th and included an increase in per pupil funding. The budget shortfall for the Central Okanagan School District for the 2013/2014 school year will be approximately \$2.1 million. The Superintendent's budget recommendations will be provided at the April 10, 2013 Public Board Meeting as an information item. The Finance and Legal Committee will engage in budget deliberations at the April 17, 2013 public meeting at 6:30 pm. The Board of Education must present a balanced budget by June 30, 2013.

Meeting Schedule

April 17, 2013 at 6:30 pm	May 15, 2013 at 1:00 pm	June 19, 2013 at 6:30 pm
September 18, 2013 at 1:00 pm	October 16, 2013 at 6:30 pm	November 20, 2013 at 1:00 pm

Due to conflicting schedules, committee members discussed changing the May 15, 2013 meeting. The meeting date/time will be confirmed.

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

Items for Future Finance and Legal Committee Meetings

- Presentation on Financial Literacy (Will review if this is required once the budget presentation is completed.)

Questions – Please Contact:

Trustee Christopher Gorman (Chairperson)	Phone: (250) 575-1664	email: Christopher.Gorman@sd23.bc.ca
Larry Paul, Secretary-Treasurer	Phone: (250) 470-3216	email: Larry.Paul@sd23.bc.ca
Eileen Sadlowski, Director of Finance	Phone: (250) 470-3224	email: Eileen.Sadlowski@sd23.bc.ca

Christopher Gorman, Chairperson