



CENTRAL OKANAGAN PUBLIC SCHOOLS - BOARD COMMITTEE REPORT

**Finance and Audit Committee Meeting
Public Meeting**

**Wednesday, April 7, 2021, 4:00 pm
Via Zoom**

Board of Education: Trustee L. Tiede, Chairperson
Trustee J. Fraser, Committee Member
Trustee C. Desrosiers, Committee Member
Trustee M. Baxter
Trustee N. Bowman

Staff: Delta Carmichael, Assistant Secretary-Treasurer
Ryan Stierman, Secretary-Treasurer/CFO
Val Dougans, Finance Manager
Kevin Kaardal, Superintendent of Schools/CEO
Terry Beaudry, Deputy Superintendent of Schools
Michelle DesRochers, Executive Assistant (recorder)

Partner Groups: Susan Bauhart, COTA President
David Tether, CUPE President
Mike Dornian, COPVPA Treasurer

There were no representatives from the COPAC or District Student Council.

**The Central Okanagan Board of Education acknowledged that this meeting was being held
the unceded, Traditional Territory of the Okanagan People.**

AGENDA

April 7, 2021 Committee Agenda - approved as presented.

REPORTS/MATTERS ARISING

Finance and Audit Committee Public Meeting Report - February 17, 2021

February 17, 2021 Committee Report - received as distributed.

PUBLIC QUESTION/COMMENT PERIOD

There were no public questions/comments.

COMMITTEE MEMBERS QUERIES/COMMENTS

In response to a Committee member query, the Secretary-Treasurer/CFO stated that the upcoming by-election is to be fully funded by the School District as per the *School Act*. This unexpected cost will be paid from District surplus funds.

DISCUSSION/ACTION ITEMS

Trustee Indemnity for the 2021/2022 Fiscal Year

The Assistant Secretary-Treasurer stated that in accordance with Policy 160 - Finance and Audit Committee, the Trustee Indemnity for the 2021/2022 fiscal year will increase by 0.7% as per the BC Consumer Price Index.

Outcome:

The Finance and Audit Committee recommended to the Board:

THAT: The Board of Education set the Trustee Indemnity, in accordance with the most recent BC Consumer Price Index of 0.7% for the period July 1, 2021 to June 30, 2022 thereby setting the stipend at: Trustee - \$21,802, Vice Chair - \$23,026, Chair - \$24,886.

DISCUSSION/INFORMATION ITEMS

2021-2022 Estimated Ministry of Education Funding

The Assistant Secretary-Treasurer outlined the 2021-2022 estimated Operating Grants provided by the Ministry of Education prior to Spring Break based on 50 additional students for the 2021-2022 school year.

The Assistant Secretary-Treasurer stated that per pupil amounts increased by approximately 4.3% and that the District has adjusted the estimated Operating Grants based on 100 additional students as per the most recent student enrolment projections.

The Secretary-Treasurer/CFO clarified that the Labour Settlement Funding, funded outside of the funding block last year, has now rolled into the Operating Grants. Therefore, the increase to funding, when taking into consideration the 4% salary increase, results in a minimal overall Grant increase.

Central Okanagan Public Schools Superintendent of Schools/CEO 2021-2022 Budget Proposal Report

The Superintendent of Schools/CEO presented the 2021-2022 Budget Proposal Report, highlighting the allocation of both the provincial and federal 'Safe Return to Class' funding over the 2020-2021 school year as well as the District's strategic directions, the budget process/consultation, updates to the funding formula, base operating budget revenues and expenses, the District's budget by program compared to provincial averages, continued services, special purpose funding, and budget requests from partner groups. The Superintendent of Schools/CEO and senior staff responded to questions.

The Committee requested additional custodial information and the estimated budget associated with the CUPE staffing budget request to hire one full time day custodian at each elementary school. This information will be prepared and provided in the Superintendent of Schools/CEO 2020-2021 Budget Recommendations that is scheduled to come forward to the April 21, 2021 Finance and Audit Committee Meeting.

2021/2022 Public Budget Survey Results

The Committee reviewed the information provided.

2021-2022 Budget Requests - Central Okanagan Teachers' Association

The Committee reviewed the information provided.

2021-2022 Budget Requests - CUPE Local 3523

The Committee reviewed the information provided.

Ministry of Education Reserve Policy Survey

The Committee reviewed the information provided.

RECOMMENDATIONS/REFERRALS TO THE BOARD/COORDINATING COMMITTEE/OTHER COMMITTEES

Future Public Board Meeting:

- *Trustee Indemnity for the 2021/2022 Fiscal Year (Action Item)*

ITEMS FOR FUTURE FINANCE AND AUDIT COMMITTEE MEETINGS

September

- Presentation: Audited Financial Statements for the Fiscal Year
- Audited Financial Statements for the Fiscal year (*Action Item*)

October

- Financial Update at September 30th

November

- School District No. 23 (Central Okanagan) Budget Development Principles
- School District No. 23 (Central Okanagan) Budget Development Timeline

January

- Amended Annual Budget for the Fiscal Year
- Ministry Recalculation Allocation – School District No. 23 and Provincial
- Financial Update at December 31st
- Budget Survey development
- Annual Review of Committee's Mandate, Purpose and Function

February

- Budget Presentation
- School Fees Summary

April (1st Meeting)

- Overview of Budget Allocation
- Budget Consultation Input Received
- Trustee Indemnity for the 2021-2022 Fiscal Year

April (2nd Meeting)

- Central Okanagan School District Preliminary Budget Proposal – Superintendent’s Budget Recommendations
- Financial Report at March 31st

May

- Auditor’s Report to the Finance and Audit Committee – Initial Communication on Audit Planning for the Year
- Annual CommunityLINK Allocations
- Financial Update - International Education Program

June

- School District No. 23 (Central Okanagan) Annual Budget for the Fiscal Year

FUTURE FINANCE AND AUDIT COMMITTEE MEETINGS

All meetings start at 4:00 pm.

April 21, 2021, May 19, 2021, June 16, 2021

September 22, 2021, October 20, 2021, November 17, 2021

MEDIA QUESTIONS

There were no questions from the media.

ADJOURNMENT

The meeting adjourned at 5:38 pm.

Questions - Please Contact:

Trustee Lee-Ann Tiede, Chairperson at 250-763-4650 or Lee-Ann.Tiede@sd23.bc.ca

Delta Carmichael, Assistant Secretary-Treasurer at 250-470-3233 or Delta.Carmichael@sd23.bc.ca

Lee-Ann Tiede, Chairperson