



**Central Okanagan
Public Schools**
Together We Learn

CENTRAL OKANAGAN PUBLIC SCHOOLS - BOARD COMMITTEE REPORT

Finance and Planning Committee Meeting

Public Meeting

Wednesday, June 18, 2025, 4:00 pm

School Board Office

1040 Hollywood Road S

Kelowna, BC

Board of Education: Trustee L. Tiede, Committee Chair
Trustee W. Broughton, Committee Member
Trustee C. Desrosiers, Committee Member
Trustee J. Fraser
Trustee A. Geistlinger (via Teams)
Trustee L. Guderyan (via Teams)

Staff: Delta Carmichael, Secretary-Treasurer/CFO
Kate Cumming, Assistant Secretary-Treasurer
Rob Drew, Director of Operations
Kevin Kaardal, Superintendent of Schools/CEO
Jon Rever, Acting Deputy Superintendent
Gabe Cacchioni, Finance Manager
Harold Schock, Energy and Sustainability Manager
Lise Bradshaw, Executive Assistant (Recorder)

Partner Groups: CUPE: Teri Wishlow, President
COTA: Susan Bauhart, President (via Teams)
COPVPA: Jim Laird, Vice-President
COPAC: Nicola Baker, President and Jeannette Watson, Vice-President
There were no representatives from 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

June 18, 2025 Committee Agenda - approved as presented.

REPORTS/MATTERS ARISING

Finance and Planning Committee Public Meeting Report - May 28, 2025

May 28, 2025 Committee Report - received as distributed.

STAFF PRESENTATION

2024 Public Sector Organization (PSO) Climate Change Accountability Report

Harold Schock, Manager of Energy and Sustainability, provided information to the Committee on the requirements of the provincial government on energy and sustainability, under the *Climate Change Accountability Act*.

The District, as a public sector organization, was required to be carbon neutral by 2010, and every year after that.

The District must:

- reduce greenhouse gas emissions,
- measure and report the carbon emissions that the school district produces
- purchase offsets for any remaining emissions.

The District has also received grants to support the development of infrastructure aimed at improving energy efficiency at various locations.

Mr. Schock recently presented to students at École H.S. Grenda Middle School regarding the school's energy rating and renewable energy systems, and received positive feedback from the teacher and students regarding the value of sustainability education.

Mr. Schock responded to questions and comments from the Committee.

PUBLIC QUESTION/COMMENT PERIOD

None

COMMITTEE MEMBERS' QUERIES/COMMENTS

The COTA President queried the recall of some teachers after originally being surplussed earlier in the spring. The Superintendent of Schools/CEO explained that, in refining the budget, it became possible to reinstate 1.5 FTE in special purpose funds (Health Promoting Schools for example).

DISCUSSION/ACTION ITEMS

2025/2026 Annual Budget Bylaw

The 2025/2026 Consolidated Annual Budget was presented by the Assistant Secretary-Treasurer, encompassing all projected revenues and expenses across the Operating, Special Purpose, and Capital Funds. Detailed breakdowns were provided in the Agenda package, with Schedule 2 covering the Operating Fund, Schedule 3 the Special Purpose Funds, and Schedule 4 the Capital Fund. For comparative purposes, the 2024/2025 Amended Budget was used, as it reflects updated enrollment figures and offers a more accurate basis for analysis. It was noted that while financial statements use the original annual budget for comparison due to accounting standards, budget discussions are based on the amended figures. The 2025/2026 budget aligns with the Superintendent's recommendations presented at the April 30, 2025 Finance and Planning Committee Meeting. A key driver of the budget is student enrollment, with a projected increase of 150 full-time equivalent (FTE) students and 400 FTE international students. These projections are conservative, and any actual changes in enrollment will be reflected in the Amended Budget later in the year.

The Assistant Secretary-Treasurer, Secretary-Treasurer/CFO and Superintendent of Schools/CEO answered queries from the Committee.

Outcome:

The Finance and Planning Committee recommended to the Board:

THAT: The Board of Education of School District No. 23 (Central Okanagan) give first reading to the School District No. 23 (Central Okanagan) Annual Budget Bylaw for the Fiscal Year 2025/2026 in the amount of \$381,087,979.

THAT: The Board of Education of School District No. 23 (Central Okanagan) give second reading to the School District No. 23 (Central Okanagan) Annual Budget Bylaw for the Fiscal Year 2025/2026 in the amount of \$381,087,979.

THAT: The Board of Education of School District No. 23 (Central Okanagan) give all three readings to the School District No. 23 (Central Okanagan) Annual Budget Bylaw for the Fiscal Year 2025/2026 in the amount of \$381,087,979.

THAT: The Board of Education of School District No. 23 (Central Okanagan) give third reading and adopt the School District No. 23 (Central Okanagan) Annual Budget Bylaw for the Fiscal Year 2025/2026 in the amount of \$381,087,979.

Multi-Year Financial Plan (2025/2026 to 2027/2028)

In accordance with Policy 162, the Board is required to approve a three-year financial plan annually, aligned with the annual operating budget. District staff have prepared the 2025/2026 to

2027/2028 Multi-Year Financial Plan following Ministry of Education and Child Care guidelines. The first year of the plan aligns with the 2025/2026 Annual Budget, with projections extended through the 2026/2027 and 2027/2028 fiscal years. Key assumptions used in the plan include a 1% annual increase in per-pupil funding, a 1% wage increase across all employee groups, a 2.25% inflation rate, staffing and supply adjustments based on projected enrollment growth, wage grid progressions, and anticipated costs related to portables, capital acquisitions, and technology. The plan is intended as a high-level forecast and will be submitted to the Ministry of Education and Child Care alongside the 2025/2026 Annual Budget by June 30, 2025.

The Secretary-Treasurer/CFO and Superintendent of Schools/CEO answered queries from the Committee members.

Outcome:

The Finance and Planning Committee recommended to the Board:

THAT: The Board of Education approve the Multi-Year Financial (2025/2026 to 2027/2028) as attached to the Agenda and as presented at the June 18, 2025 Finance and Planning Committee Meeting.

Review of Policy 162 - Financial Planning and Reporting

Based on a review of Policy 162 - Financial Planning and Reporting, there are no recommended changes. The policy reflects the financial planning and reporting processes of the District and the development and reporting of the Multi-Year Financial Plan.

Outcome:

The Finance and Planning Committee recommended to the Board:

THAT: The Board of Education affirm Policy 162 – Financial Planning and Reporting, as attached to the Agenda, and as presented at the June 18, 2025 Public Finance and Planning Committee meeting.

DISCUSSION/INFORMATION ITEMS

Indigenous Education Budget 2025/2026

Due to amendments introduced under Bill 40 to the School Act, effective for the 2024/2025 school year, the Indigenous Education Council (IEC) now holds full authority to approve the annual Indigenous Education targeted budget. As a result, the preliminary 2025/2026 budget is presented to the Finance and Planning Committee for information only, having already been approved by the IEC. Key changes from the previous year include a 1.12% increase in the per-pupil funding rate, rising from \$1,770 to \$1,790. The estimated surplus carried forward from 2024/2025 is

approximately \$132,578, a notable decrease from the prior year, which has led to a reduced overall budget and scaled-back spending plans.

2024/2025 Estimated Accumulated Operating Surplus

The Assistant Secretary-Treasurer advised that as part of the Ministry of Education and Child Care's financial governance and accountability requirements, school districts must maintain an accumulated operating surplus policy, which in this case is Policy 161. The Assistant Secretary-Treasurer provided information outlining the estimated ending balances for both internally restricted and unrestricted operating surpluses, as well as the local capital fund. A final report will be brought to the Board for approval alongside the financial statements, which are due to the Ministry of Education and Child Care by September 30, 2025.

The internally restricted surplus is currently estimated at 0.59%, which is below the Ministry's recommended range of 2.5% to 5%. The unrestricted surplus is estimated at 0.66%, which falls within the Ministry's recommended range of 0.5% to 1%, though at the lower end.

The Secretary-Treasurer/CFO and Superintendent of Schools/CEO answered queries from the Committee members.

ITEMS REQUIRING SPECIAL MENTION

Trustee Fraser advised that she presented at the Select Standing Committee for Finance and Government Services urging support for new schools, fully funding Agreements and inflationary costs.

RECOMMENDATIONS/REFERRALS TO THE BOARD

June 25, 2025 Public Board Meeting:

- 2025/2026 Annual Budget Bylaw (*Action*)
- Multi-Year Financial Plan 2025/2026 to 2027/2028 (*Action*)
- Review of Policy 162 – Financial Planning and Reporting (*Action*)
- Indigenous Education Budget (*Information*)
- 2024/2025 Estimated Accumulated Operating Surplus (*Information*)
- 2024 Public Sector Organization (PSO) Climate Change Accountability Report (*Information*)

ITEMS FOR FUTURE FINANCE AND PLANNING COMMITTEE MEETINGS

September

Finance:

- Presentation: Audited Financial Statements for the Fiscal Year
- Audited Financial Statements for the Fiscal year

Planning:

- Summer Projects Update

October

Finance:

- Financial Update at September 30th
- Student and Family Affordability Fund Update as of June 30, 2025
- Feeding Futures Budget and Program Overview

Planning:

- Annual Integrated Pest Management Report

November

Finance:

- School District No. 23 (Central Okanagan) Budget Development Principles
- School District No. 23 (Central Okanagan) Budget Development Timeline
- 2024/2025 Statement of Financial Information

January

- Annual Review of Committee's Mandate, Purpose and Function.

Finance:

- Amended Annual Budget for the Fiscal Year
- Ministry of Education and Child Care Recalculation Allocation
- Financial Update at December 31st
- Budget Survey Development

February

Finance:

- Budget Presentation
- School Fees Summary

Planning:

- Annual Facility Grant (AFG) Plan

April (1st Meeting)

Finance:

- Overview of Budget Allocation
- Budget Consultation Input Received
- Trustee Indemnity for the 2026/2027 Fiscal Year

April (2nd Meeting)

- Central Okanagan School District Preliminary Budget Proposal – Superintendent's Budget Recommendations

- Financial Report at March 31st

May

Finance:

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

Planning:

- Annual Transportation Update
- Capital Plan Submission

June

Finance:

- School District No. 23 (Central Okanagan) Annual Budget for the Fiscal Year 2026/2027
- 2025/2027 Accumulated Operating Surplus Review
- Multi-Year Financial Plan (2026/2027 to 2028/2029)
- Annual Review of Financial Planning and Reporting Policy

Planning:

- Energy and Sustainability Presentation

FUTURE FINANCE AND PLANNING COMMITTEE MEETINGS

To be confirmed

ADJOURNMENT

The meeting adjourned at 4:55 pm.

Questions - Please Contact:

Trustee Lee-Ann Tiede, Committee Chair at 250-258-3556 or Lee-Ann.Tiede@sd23.bc.ca

Kate Cumming, Assistant Secretary-Treasurer at 250-860-8888 or Kate.Cumming@sd23.bc.ca

Lee-Ann Tiede, Chair