



**Central Okanagan
Public Schools**
Together We Learn

CENTRAL OKANAGAN PUBLIC SCHOOLS - BOARD COMMITTEE REPORT

Finance and Audit Committee Meeting

Public Meeting

Wednesday, October 18, 2023, 4:00 pm

School Board Office

1040 Hollywood Road S

Kelowna, BC

Board of Education: Trustee W. Broughton, Chair
Trustee V. Johnson, Committee Member
Trustee C. Desrosiers, Committee Member
Trustee J. Fraser
Trustee A. Geistlinger

Staff: Delta Carmichael, Secretary-Treasurer/CFO
Kate Cumming, Assistant Secretary-Treasurer
Kevin Kaardal, Superintendent of Schools/CEO
Terry Beaudry, Deputy Superintendent of Schools
Lise Bradshaw, Executive Assistant (Recorder)

Absent: Kirsten Nugent, Finance Manager

Partner Groups: Susan Bauhart, COTA President *arrived at 4:04 pm.*
Kieran Fahy, CUPE Secretary-Treasurer
Roslyn Hazen, COPAC Treasurer
Scott Sieben, COPVPA President *arrived at 4:10 pm.*
Mila Kresina, DSC Student Rep

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

AGENDA

October 18, 2023 Committee Agenda - approved as presented.

REPORTS/MATTERS ARISING

Finance and Audit Committee Public Meeting Report - September 20, 2023

September 20, 2023 Committee Report - received as distributed.

PUBLIC QUESTION/COMMENT PERIOD

There were no questions or comments from the Public.

COMMITTEE MEMBERS QUERIES/COMMENTS

There were no questions or comments from the Committee.

4:04 pm: The COTA President joined the meeting.

DISCUSSION/ACTION ITEMS

Financial Update - September 30, 2023

The Assistant Secretary-Treasurer provided the Committee with a Financial Update for the period ending September 30, 2023. The District is again experiencing higher than anticipated student enrollment, resulting in an increase in projected operating grants. District spending is progressing as expected, however only one month of school operations has occurred. The lasting impacts of the COVID-19 pandemic are still being felt with respect to the budgeting and cost of sick leave.

4:10 pm: The COPVPA President joined the meeting.

The CUPE Secretary-Treasurer had queries on many of the line items of the Financial Update, in particular the purposes of many of the Special Purpose Fund programs.

The COTA President queried the Classroom Enhancing Fund and staff illness/replacement costs.

The Secretary-Treasurer/CFO and Superintendent of Schools/CEO responded to questions from the Committee.

DISCUSSION/INFORMATION ITEMS

Ministry of Education and Child Care 2023/2024 Preliminary Operating Grant Summary Tables

The Assistant Secretary-Treasurer provided an overview of the Ministry of Education and Child Care 2023/2024 Preliminary Operating Grant Summary and related Funding Tables. The

numbers do not yet reflect the student data from the September 30, 2023 1701 submission. This information will be updated by December, 2023.

Student & Family Affordability Fund Update at June 30, 2023

The Assistant Secretary-Treasurer gave the Committee a report on the spending on this one-time fund provided to all school districts by the Ministry of Education and Child Care in August of 2022. As of June 30, 2023, 85% of the District's share of the fund had been spent. The Ministry of Education and Child Care has permitted districts to carry forward any unspent amounts into the 2023/2024 school year. Since the start-up of school, the fund has been used to support families requiring financial assistance by distributing gift cards (for the purchase of clothing and/or everyday essentials) or waiving school related fees. District staff continue to work alongside school administrators to ensure the remaining funds are spent to support students in need.

The Assistant Secretary-Treasurer and the Superintendent of Schools/CEO responded to questions from the Committee. The Superintendent of Schools/CEO clarified that this fund is separate from the Feeding Futures program.

Feeding Futures Fund Analysis 2023/2024

The Assistant Secretary-Treasurer provided the Committee with information on the new Feeding Futures Fund which was announced by the Ministry of Education and Child Care in April of 2023. The District's proportionate share of \$2.8M will allow for the expansion of food programs already in place, and also be used for purchasing food and hiring dedicated staff to coordinate providing meals and snacks to students. In addition, the District received \$150,000 of capital funding to be used for the purchase of equipment and infrastructure to support the program.

The Assistant Secretary-Treasurer, the Deputy Superintendent and the Superintendent of Schools/CEO responded to questions and comments from the Committee regarding the draft summary of how the Feeding Futures fund will be spent.

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

November 8, 2023 Public Board Meeting:

- Financial Update – September 30, 2023 (Information Item)
- Ministry of Education and Child Care 2023/2024 Preliminary Operating Grant Summary Tables (Information Item)
- Student & Family Affordability Fund Update at June 30, 2023 (Information Item)
- Feeding Futures Fund Analysis 2023/2024 (Information Item)

ITEMS FOR FUTURE FINANCE AND AUDIT COMMITTEE MEETINGS

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 of Education and Child Care Recalculation Allocation
- 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 2024/2025 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
- Financial Update - International Education Program

June

- School District No. 23 (Central Okanagan) Annual Budget for the Fiscal Year
- 2022/2023 Accumulated Operating Surplus Review

FUTURE FINANCE AND AUDIT COMMITTEE MEETINGS

4:00 pm, Wednesday, November 15, 2023

Main Board Room

1040 Hollywood Rd. S., Kelowna

MEDIA QUESTIONS

No Media present.

ADJOURNMENT

The meeting adjourned at 4:46 pm.

Questions - Please Contact:

Trustee Broughton, Chair at 250-718-9219 or Wayne.Broughton@sd23.bc.ca

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

Wayne Broughton, Chair