

SCHOOL DISTRICT No. 23 – BOARD COMMITTEE REPORT

COMMITTEE: Finance and Legal Committee Meeting DATE: January 18, 2017
CHAIRPERSON: Trustee R. Cacchioni STAFF CONTACT: E. Sadlowski, Assistant Secretary-Treasurer

*The Committee Chairperson acknowledged that the meeting was being held
on the Traditional Territory of the Okanagan People.*

Attendees:

Board of Education:

Trustee R. Cacchioni (Chairperson)

Trustee J. Fraser (Committee Member) (*absent*)

Trustee C. Gorman (Committee Member) (*absent*)

Trustee M. Baxter

Trustee D. Butler (Acting Committee Member)

Trustee L. Tiede

Trustee L. Mossman (Acting Committee Member)

Staff:

E. Sadlowski, Assistant Secretary-Treasurer

L. Paul, Secretary-Treasurer (*arrived at 4:31 pm*)

K. Kaardal, Superintendent of Schools/CEO

T. Beaudry, Deputy Superintendent (*arrived at 4:31 pm*)

H. Wendt, Executive Assistant (*Recorder*)

Partner Group Representation:

COTA Susan Bauhart, President (*arrived at 4:34 pm*)

COPAC No representative

COPVPA Michael Dornian, Treasurer

CUPE David Tether, Acting President

DSC Tiana Calao, Kelowna Secondary School

Agenda/Additions/Amendments/Deletions

Trustee Mossman was appointed Acting Committee Member in the absence of Trustee Gorman and Trustee Butler was appointed Acting Committee Member in the absence of Trustee Fraser.

January 18, 2017 Agenda – approved as presented.

Reports/Matters Arising

November 23, 2016 Committee Report – received as presented.

4:31 pm: *The Deputy Superintendent joined the meeting.*

4:31 pm: *The Secretary-Treasurer joined the meeting.*

Discussion/Action Items

1. Approval of 2016/2017 Amended Annual Budget

The Assistant Secretary-Treasurer reviewed the amended Annual Budget noting \$1.283 million is available through recalculated funding and administrative savings. District staff is recommending that this amount be added to the unappropriated surplus at June 2016 and be made available for the 2017/2018 school year. The adjusted total available is \$2,610,224. The Superintendent of Schools/CEO noted the District is still awaiting a response regarding the final payment of unfunded liabilities in the amount of approximately \$250,000 pertaining to the District's benefits plan.

The Committee reviewed the amended budget. In response to queries from the Committee, the Assistant Secretary-Treasurer advised the funding for additional teachers required as a result of the Supreme Court of Canada ruling does not form part of this year's operating budget. Once the funds are received, they will be distributed and accounted for as a separate Special Purpose Fund in the June 30, 2017 financial statements.

The Committee discussed the future funding allocation as a result of the restored Collective Agreement language and whether the Ministry of Education would require it to be shown as a special purpose fund on an ongoing basis given that Districts have been assured this is continual funding. The Committee will review this matter again once the Ministry has advised what the ongoing requirements will be.

Outcome

The Committee recommended that the Board of Education give first, second and third readings to the School District No. 23 (Central Okanagan) Amended Annual Budget Bylaw for 2016/2017 and that the School District No. 23 (Central Okanagan) in the amount \$234,017,079 be read a first, second and third time, passed and adopted on the 8th day of February, 2017.

2. Finance and Legal Committee Meetings – Start Time

The Committee reviewed the current schedule of Finance and Legal Committee meetings.

Outcome

The Committee recommended that the Board of Education approve the start time for future Finance and Legal Committee Meetings be set at 4:00 pm, with the exception of May 17, 2017 which will remain at 1:00 pm.

3. Planning for 2017/2018 Budget Consultation

The Assistant Secretary-Treasurer reviewed the existing budget consultation process and suggested that, given the uncertainty surrounding the funding and operating costs as a result of the restored Collective Agreement language, preparing questions for the budget survey may be premature at this time. The Assistant Secretary-Treasurer suggested that the focus of the February 6, 2017 Finance presentation at Hollywood Road be a public budget information evening rather than reviewing specific budget details. A survey requesting general input can be posted to the District's website. It was also noted that parallel budgets may have to be prepared depending upon when the Ministry advises the District as to funding that will be received as a result of the restored language. As a result, budget deliberation and input may need to take place through May and June. However, it is hoped the Ministry will make its announcement in April rather than later in the school year. As in past years, the public and partner groups will certainly have the opportunity to provide input into the Superintendent of Schools/CEO's budget recommendations prior to the final budget being presented to the Board for review.

The Assistant Secretary-Treasurer reviewed the information given at last year's Finance presentation, requesting input from the Committee. The presentation, once finalized, will be posted to the District's website.

Information Items

1. Economic Stability Dividend

The Assistant Secretary-Treasurer noted both CUPE and COTA members will be receiving a 0.35% increase effective May 1, 2017 as a result of the economic stability dividend funding having been received as part of the overall fund allocation.

2. Ministry Recalculation Allocation – School District No. 23 (Central Okanagan) and Provincial

The Assistant Secretary-Treasurer noted this matter had been discussed earlier in the meeting when reviewing the amended budget details.

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

Future Public Board Meeting Action Items:

- *Approval of 2016/2017 Amended Annual Budget*
- *Finance and Legal Committee Meetings – Start Time*

Meeting Schedule

February 15, 2017 at 4:00 pm	March 8, 2017 at 4:00 pm	April 5, 2017 at 4:00 pm
April 19, 2017 4:00 pm	May 17, 2017 at 1:00 pm	June 21, 2017 at 4:00 pm
September 20, 2017 at 4:00 pm	October 18, 2017 at 4:00 pm	November 15, 2017 at 4:00 pm

Items for Future Finance and Legal Committee Meetings

- Update – 2012 and 2014 Deloitte Reports - Ministry of Education
- Detailed report regarding utilization of Aboriginal Education targeted funding, specifically relating to programs that are being taught to both Aboriginal students and the general student population.

- Update on Ministry funding and its placement in the Operating Budget (i.e., special purpose fund vs. ongoing funding).

September	October	November
- Presentation: Audited Financial Statements for the Fiscal Year - Audited Financial Statements for the Fiscal Year (<i>Action Item</i>) - Finance and Legal Committee – Review of Mandate, Purpose and Function		- School District No. 23 (Central Okanagan) Budget Development Principles - School District No. 23 (Central Okanagan) Budget Development Timeline - Revenue and Expense Summary at October 31
January	February	April (1st meeting)
- Amended Annual Budget for the Fiscal Year - Ministry Recalculation Allocation – School District No. 23 and Provincial	- Revenue and Expense Summary at January 31	- Overview of Budget Allocation - Budget Consultation Input Received
April (2nd meeting)	May	June
- Central Okanagan School District Preliminary Budget Proposal – Superintendent’s Budget Recommendations - Trustee Indemnity for the Fiscal Year	- Auditor’s Report to the Finance Committee – Initial Communication on Audit Planning for the Year - Annual CommunityLINK Allocations - Trustee Travel Expenses - Financial Update – International Education Program - Review of Policy 425 and Regulations 425R - Student Fees	- School District No. 23 (Central Okanagan) Annual Budget for the Fiscal Year

Questions – Please Contact:

Trustee Rolli Cacchioni, Chairperson
Eileen Sadlowski, Assistant Secretary-Treasurer

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Rolli Cacchioni, Chairperson