

SCHOOL DISTRICT No. 23 – BOARD COMMITTEE REPORT

COMMITTEE: Finance and Legal Committee Meeting DATE: February 15, 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)

Trustee C. Gorman (Committee Member) *(arrived at 4:03 pm)*

Trustee M. Baxter (Acting Committee Member)

Staff:

E. Sadlowski, Assistant Secretary-Treasurer

L. Paul, Secretary-Treasurer

K. Kaardal, Superintendent of Schools/CEO

T. Beaudry, Deputy Superintendent *(arrived at 4:04 pm)*

H. Wendt, Executive Assistant *(Recorder)*

Partner Group Representation:

COTA Susan Bauhart, President

COPAC Vivian Evans, Member-At-Large

COPVPA Michael Dornian, Treasurer

CUPE David Tether, Acting President

DSC No representative

Agenda/Additions/Amendments/Deletions

Trustee Baxter was appointed Acting Committee Member until the arrival of Trustee Gorman.

4:01 pm: Trustee Fraser left the meeting.

Amend: Discussion/Action Item 6.4 to read:

Update on Priority Measures – Memorandum of Agreement and Impact of Letter of Understanding #17 - Negotiations

February 15, 2017 Agenda – approved as amended.

Reports/Matters Arising

January 18, 2017 Committee Report – received as presented.

4:03 pm: Trustee Fraser re-joined the meeting.

Discussion/Action Items

1. Revenue and Expense Summary at January 31, 2017

4:04 pm: Trustee Gorman joined the meeting and assumed his responsibility as Committee Member.

The Committee reviewed the Revenue and Expense Summary at January 31, 2017 with the Assistant Secretary-Treasurer noting that salaries and benefits are higher due to an increase in FTE positions and an increase in salaries as outlined in the Collective Agreement(s). The significant increase in Educational Assistant salaries is a result of more Special Education students and the number of CEAs that were placed. In response to queries from the Committee, the Assistant Secretary-Treasurer confirmed the amount of funds allocated to TTOCs does, according to Ministry guidelines, need to be reported as a line item "Substitute Salaries" which includes both coverage for Professional Development and illness replacement. However, information can be provided at the upcoming budget review showing the two costs separately in order to provide clarity as to when TTOCs are required.

4:05 pm: The Deputy Superintendent joined the meeting.

The Assistant Secretary-Treasurer also advised that funding for payment of the additional TTOCs that will be required to cover in case of illness for the 51 FTE teachers, hired as a result of the restoration of the 2002

Collective Agreement language, will not be covered by the Ministry. The Assistant Secretary-Treasurer will update the Committee with any changes that may be occurring in this regard.

Outcome

The Committee received the Revenue and Expense Summary at January 31, 2017 and recommended that the Summary be forwarded to the Board of Education as an Information Item.

2. 2017-2018 Budget Presentation

The Assistant Secretary-Treasurer reviewed the 2017-2018 budget presentation, with the Committee, that was presented at the public COPAC meeting on February 6, 2017. The presentation has also been posted to the District's website.

The Committee discussed the ramifications of the Supreme Court decision which restores language from the 2002 Collective Agreement. A number of factors for the upcoming school year are still unknown such as what the increase in Special Education students will be, staffing requirements to meet the restored language, space requirements in the District which is already at 104% capacity and what changes in funding and services will be seen from the Ministry. The preliminary budget assumptions were discussed which showed both fully-funded and partially funded scenarios.

The Committee discussed the feasibility of preparing a budget survey requesting input from the community; however, it was noted that there continues to be too much uncertainty and not enough information regarding the impact of the Supreme Court ruling and what Ministry funding will be. The Superintendent of Schools/CEO noted the Provincial Budget will be presented March 15 which will hopefully provide clarity regarding some of these matters. If that is the case, the Committee may wish to review the feasibility of a survey at that time.

3. Update of Planning for 2017/2018

The Secretary-Treasurer advised the Ministry of Education has requested input from the District regarding the anticipated number of spaces that will be required under the restored language of the 2002 Collective Agreement. In reviewing the information with school Administrators, it was determined 68 spaces will be required if no changes are made to existing programs and facilities. The Superintendent of Schools/CEO confirmed the District is in regular discussions with the Ministry of Education and the complexity of this District's needs has been communicated. A visit from the Assistant Deputy Ministers of Finance and Education as well as the Assistant Deputy Minister of the Capital Division is expected after the Provincial Budget is released so they are better able to understand the current challenges that the 104% capacity in the District is creating.

Outcome

The Committee recommended that the Board of Education write a letter to the Ministry of Education outlining the budget pressures and space challenges that may result from the 2002 restored Collective Agreement language and request assurances that the Ministry will provide adequate, sustainable and predictable funding in order to continue to educate students in a safe and inspirational learning environment in Central Okanagan Public Schools.

4. Update on Priority Measures – Memorandum of Agreement and Impact of Letter of Understanding #17 - Negotiations

The Superintendent of Schools/CEO advised the District awaits further information from the Ministry regarding the Memorandum of Agreement (MOA). Once that is received, the District's Committee will meet to review the priority measures and explore the impact of those measures.

Information Items

1. Letter from the Ministry of Education, January 20, 2017, regarding Summary Financial Statements

The Assistant Secretary-Treasurer advised that the Office of the Auditor General (AG) requires that Districts provide an appropriate level of assurance regarding their financial data which is incorporated into the Provincial Government's Summary Financial Statements as at March 31. The Auditor General's staff will request a more in-depth sample from some Districts, including Central Okanagan Public Schools, which will be sent to the AG's office. The AG's office is requesting the information as they wish to attain sufficient audit coverage while achieving a reasonable balance of size, geography and composition.

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

Future Public Board Meeting:

- Revenue and Expense Summary at January 31, 2017 (Information Item – February 22, 2017).
- Letter to the Ministry of Education regarding budget pressures and space challenges (Action Item – February 22, 2017).

Meeting Schedule

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
- 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