

CENTRAL OKANAGAN PUBLIC SCHOOLS – BOARD COMMITTEE REPORT

COMMITTEE: Finance and Audit Committee Meeting DATE: April 3, 2019

CHAIRPERSON: Trustee C. Cacchioni STAFF CONTACT: D. Carmichael, Assistant Secretary-Treasurer

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

In attendance:

Board of Education:

Trustee R. Cacchioni (Chairperson)
Trustee J. Fraser (Committee Member)
Trustee L. Tiede (Committee Member)
Trustee M. Baxter
Trustee A. Geistlinger

In attendance:

Staff:

K. Kaardal, Superintendent of Schools/CEO
T. Beaudry, Deputy Superintendent of Schools
E. Sadlowski, Secretary-Treasurer/CFO
V. Dougans, Finance Manager
M. DesRochers, Executive Assistant (*Recorder*)

Absent:

D. Carmichael, Assistant Secretary-Treasurer

Partner Group Representation:

COTA Susan Bauhart, President
COPAC No Representative
COPVPA Mike Dornian, Treasurer
CUPE David Tether, President
DSC Matthew Richardson, Grade 12, Kelowna Secondary
DSC Laura Siddall, Grade 11, Rutland Senior Secondary (*arrived at 4:12 pm*)

Agenda/Additions/Amendments/Deletions

Updated Information 7.1 2019-2020 Estimated Operating Grant
- Replacement page 008

Materials for Scheduled Item 7.2 Central Okanagan Public Schools Superintendent of Schools/CEO 2019/2020 Budget Proposal

April 3, 2019 Agenda – approved as amended.

Reports/Matters Arising

March 6, 2019 Committee Report – received as presented.

Discussion/Action Items

1. Trustee Indemnity for the 2019/2020 Fiscal Year

The Secretary-Treasurer/CFO stated that in accordance with Policy 160 – Finance and Audit Committee the Trustee Indemnity for the 2019/2020 fiscal year will increase by 2.7% as per the BC Consumer Price Index. Trustee Baxter suggested that the recommendation to the Board of Education replace the word salaries with stipend.

4:12 pm: Laura Siddall arrived to the meeting.

Outcome:

The Committee recommended that the Board of Education set the Trustee Indemnity, in accordance with the most recent BC Consumer Price Index of 2.7% for the period July 1, 2019 to June 30, 2020 thereby setting the stipends at: Trustee - \$21,163, Vice Chair - \$22,352, Chair - \$24,157.

Discussion/Information Items

1. 2019-2020 Estimated Operating Grants

The Secretary-Treasurer/CFO provided an overview of the 2019-2020 Estimated Operating Grants. The Ministry of Education provides these allocations every year, prior to spring break. Overall, the District's Operating Grants will increase for the 2019-2020 school year due to increases in enrolments, increases in per pupil allocations and increases in other funding line items.

2. Central Okanagan Public Schools Superintendent of Schools/CEO 2019-2020 Budget Proposal

The Superintendent of Schools/CEO presented his 2019-2020 budget proposal. Highlighting the budget development process, base operating budget revenue and expenses, significant changes, key assumptions for the 2019-2020 school year, budget additions, requests from/for the Central Okanagan Teachers' Association (COTA), Collaborative Learnings Services, Instructional Leadership Team, Canadian Union of Public Employees Local 3523 (CUPE), Purchasing Department, Central Okanagan Principal/Vice-Principal Association (COPVPA), and Central Okanagan School Business Officials (COSBO).

The Committee requested some reformatting to the report to ensure clarity between the budget changes driven by growth and those resulting from the partner group requests. The COTA suggested that the additional Vice-Principals at the middle schools be funded. The Superintendent of Schools/CEO 2019/2020 Budget Recommendations report will be updated pursuant to discussions at the Committee level and brought forward as an action item to the April 17th Finance and Audit Committee Meeting.

3. Public Budget Consultation Input Received

The Secretary-Treasurer/CFO stated that there were a number of themes in the feedback received from the Public Budget Consultation process including adding classroom teachers, increasing the number of specialized teachers, and ensuring schools are a welcoming environment for all students.

5:32 pm: *Laura Siddall left to the meeting.*

4. 2019-2020 Budget Requests – Central Okanagan Teachers' Association

The Committee reviewed this information.

5. 2019-2020 Budget Requests – CUPE 3523 Central Okanagan School Employees' Union

The Committee reviewed this information.

6. Amended Regulations 470R – Transportation Services Management

The Committee reviewed this information.

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

Public Board Meeting:

- *Trustee Indemnity for the 2019/2020 Fiscal Year*

Items for Future Finance and Audit Committee Meetings

September	October	November
- Presentation: Audited Financial Statements for the Fiscal Year - Audited Financial Statements for the Fiscal Year (<i>Action Item</i>)	- Financial Update at September 30th	- School District No. 23 (Central Okanagan) Budget Development Principles - School District No. 23 (Central Okanagan) Budget Development Timeline
January	February	April (1st meeting)
- Amended Annual Budget for the Fiscal Year - Ministry Recalculation Allocation – School District No. 23 and Provincial - Financial Update at December 31st - Budget Survey development	- Budget Presentation	- Overview of Budget Allocation - Budget Consultation Input Received - Trustee Indemnity for the 2019/2020 Fiscal Year

April (2nd meeting)	May	June
- Central Okanagan School District Preliminary Budget Proposal – Superintendent’s Budget Recommendations - Financial Update at March 31st	- 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 - Review of Policy 425 and Regulations 425R - Student Fees	- School District No. 23 (Central Okanagan) Annual Budget for the Fiscal Year - Policy 161 –Accumulated Operating Surplus

Meeting Schedule

April 17, 2019 at 4:00 pm
May 15, 2019 at 4:00 pm

June 19, 2019 at 4:00 pm
September 18, 2019 at 4:00 pm

October 16, 2019 at 4:00 pm
November 20, 2019 at 4:00 pm

Questions – Please Contact:

Trustee Rolli Cacchioni, Chairperson

Phone: 250-765-3419

email: Rolli.Cacchioni@sd23.bc.ca

Eileen Sadlowski, Secretary-Treasurer/CFO

Phone: 250-470-3224

email: Eileen.Sadlowski@sd23.bc.ca

Delta Carmichael, Assistant Secretary-Treasurer

Phone: 250-470-3233

email: Delta.Carmichael@sd23.bc.ca

Rolli Cacchioni, Chairperson