



CENTRAL OKANAGAN PUBLIC SCHOOLS - BOARD COMMITTEE REPORT

Finance and Audit Committee Meeting

Public Meeting

Wednesday, April 19, 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 L. Tiede

Absent: Trustee A. Geistlinger
Trustee L. Guderyan

Staff: Delta Carmichael, Secretary-Treasurer/CFO
Kate Cumming, Assistant Secretary-Treasurer
Val Dougans, Finance Manager
Kevin Kaardal, Superintendent of Schools/CEO
Terry Beaudry, Deputy Superintendent of Schools (*arrived 4:06 pm*)
Lise Bradshaw, Executive Assistant (Recorder)

Partner Groups: Susan Bauhart, COTA President
Teri Wishlow, CUPE President
Nicola Baker, COPAC Vice-President
Jared Birkeland, COPVPA Vice-President (*arrived 4:15 pm*)
Mehak Parihar, DSC Co-President

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

AGENDA

April 19, 2023 Committee Agenda - approved as presented.

REPORTS/MATTERS ARISING

Finance and Audit Committee Public Meeting Report - April 5, 2023

The COTA President queried why Committee members' comments providing budget feedback did not appear in the April 5, 2023 Committee report. The Superintendent of Schools/CEO advised that individual comments, questions and debate are not recorded in Committee reports, but that in this case the feedback was taken into consideration by District Staff and, where appropriate, added to the Superintendent of Schools/CEO 2023/2024 Budget Recommendations Report.

The Committee Chair tabled the approval of the April 5, 2023 Committee Report to the next meeting in order to look into the matter further.

PUBLIC QUESTION/COMMENT PERIOD

None.

4:06 pm The Deputy Superintendent of Schools joined the meeting.

COMMITTEE MEMBERS QUERIES/COMMENTS

None.

DISCUSSION/ACTION ITEMS

Central Okanagan Public Schools Superintendent of Schools/CEO 2023/2024 Budget Recommendations Report

The Superintendent of Schools/CEO outlined some of the changes to the 2023/2024 Budget Recommendations report per the feedback from the Finance and Audit Committee on April 5, 2023:

- Clear language on "benefit holiday"
- New Childcare spaces
- Middle school support
- Support for Collaboration time

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

Outcome:

The Finance and Audit Committee recommended to the Board of Education:

THAT: The Board of Education approve the Central Okanagan Public Schools Superintendent of Schools/CEO 2023/2024 Budget Recommendations, as attached to the Agenda, and as presented at the April 19, 2023 Finance and Audit Committee Meeting.

Indigenous Education Preliminary Budget (2023/2024 Fiscal Year)

The Assistant Secretary-Treasurer stated that the Ministry of Education and Child Care has increased the per pupil funding by 9.27% from \$1,565 to \$1,710 for each student self-identifying as Indigenous, for the 2023/2024 year. With an anticipated enrolment of 3,169 Indigenous students (K-12), the District will receive approximately \$5,418,990 of targeted funding.

The Indigenous Education Council unanimously supported the 2023/2024 Indigenous Education Program Preliminary Budget as presented on April 4, 2023.

The Deputy Superintendent of Schools shared that the estimated surplus is the result of gaps in staffing.

Outcome:

The Finance and Audit Committee recommended to the Board of Education:

THAT: The Board of Education approve staff's proposed 2023/2024 Indigenous Education Program Preliminary Budget, as attached to the Agenda, and as presented at the April 19, 2023 Public Finance and Audit Committee Meeting.

Financial Update - March 31, 2023

The Assistant Secretary-Treasurer explained that the Financial Update as of March 31, 2023, compares actual spending to the 2022/2023 Amended Annual Budget.

Items of note for the 2022/2023 financial year include:

- In September 2022 the overall funded student enrolment, excluding adult, alternate and online enrolment, was slightly higher than anticipated resulting in a slight increase in projected operating grants. This increase is reflected in the 2022/2023 Amended Budget Bylaw. The BC resident student FTE has increased by 349 students and course load funding at secondary schools is approximately 3 FTE higher than the prior year.
- Most of the District's spending to March 31, 2023 is progressing as expected although illness, utilities, diesel fuel and other inflationary pressures continue to trend higher than budget. District staff will continue to monitor these costs over the coming months.
- There continues to be unfilled job positions, for CEAs and some trades positions, however the Human Resource Department is actively recruiting.
- Key financial risks for the District include the cost of sick leave and benefits, as well as unexpected cost increases in some major spending categories (utilities,

diesel fuel, food) due in part to inflation. BC's CPI is approximately 4% higher than in March 2022.

- In the past, cost of sick leave was budgeted using historical patterns applied to current staffing levels; however, because of the COVID-19 pandemic, the budget for staff illness costs has been increased compared to the 2021/2022 Amended Budget. During this school year, the COVID-19 pandemic continues to be an unexpected key financial risk. In the 2022/2023 school year, the provincial government has not provided any funding to districts to help manage COVID-19 related expenses.
- For other major spending categories, risk is mitigated through careful monitoring and if necessary, underspending in other discretionary areas to offset increasing costs. Department and school budgets are actively reviewed by management and where areas of concern have been identified, department management have met to discuss ways of completing the year within the allotted budget.

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

Outcome:

The Finance and Audit Committee received the Financial Update as of March 31, 2023, as presented and will forward it to the Board of Education as an information item.

DISCUSSION/INFORMATION ITEMS

On the matter of the April 5, 2023 Finance and Audit Committee Report, the Superintendent of Schools/CEO recommended that the Report be received as presented. The Superintendent of Schools/CEO advised that the report is not a Hansard record, and that debate, queries and comments on Action/Information items are not recorded in Board Standing Committee Reports or Board Minutes. After some discussion, the Committee Report was received as presented.

The Committee Chair asked that the procedure be further discussed and clarified, as it would apply to the reports for all District Standing Committees.

COMMITTEE CORRESPONDENCE

None

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

Public Board Meeting – April 26, 2023

- Central Okanagan Public Schools Superintendent of Schools/CEO 2023/2024 Budget Recommendations Report (*Action Item*)

Public Board Meeting – May 10, 2023

- Indigenous Education Preliminary Budget (2023/2024 Fiscal Year) (*Action Item*)
- Financial Update - March 31, 2023 (*Information Item*)

Coordinating Committee – May 2, 2023

- Committee Member comments in Committee Reports

ITEMS FOR FUTURE FINANCE AND AUDIT COMMITTEE MEETINGS

May

- 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

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

- May 17, 2023, 4:00 pm
- June 21, 2023, 4:00 pm

MEDIA QUESTIONS

No media present.

ADJOURNMENT

The meeting adjourned at 4:48 pm.

Questions - Please Contact:

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

Delta Carmichael, Secretary-Treasurer/CFO at 250-860-8888 or Delta.Carmichael@sd23.bc.ca

Wayne Broughton, Chair