



**Central Okanagan
Public Schools**
Together We Learn

CENTRAL OKANAGAN PUBLIC SCHOOLS - BOARD COMMITTEE REPORT

Finance and Audit Committee Meeting

Public Meeting

Wednesday, April 3, 2024, 4:00 pm

School Board Office

1040 Hollywood Road S

Kelowna, BC

Board of Education:	Trustee W. Broughton, Committee Chair <i>(joined meeting at 4:10 pm)</i> Trustee V. Johnson, Committee Member Trustee L. Guderyan, Committee Member Trustee C. Desrosiers Trustee J. Fraser Trustee A. Geistlinger Trustee L. Tiede
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 Teri Wishlow, CUPE President Nicola Baker, COPAC President Scott Sieben, COPVPA President Kiersten Bereska, DSC Representative

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

In the absence of the Committee Chair, Trustee Guderyan called the meeting to order at 4:06 pm as Acting Committee Chair. Trustee Desrosiers was appointed as an Acting Voting Committee Member.

AGENDA

April 3, 2024 Committee Agenda - approved as presented.

REPORTS/MATTERS ARISING

Finance and Audit Committee Public Meeting Report - February 21, 2024

February 21, 2024 Committee Report - received as distributed.

4:10 pm: Trustee Broughton joined the meeting and assumed his role as Committee Chair.

PUBLIC QUESTION/COMMENT PERIOD

None.

COMMITTEE MEMBERS QUERIES/COMMENTS

None.

DISCUSSION/ACTION ITEMS

Trustee Indemnity for the 2024/2025 Fiscal Year

The Committee Chair recommended that the order of the wording of the motion be amended for clarity:

THAT: The Board of Education set the Trustee Indemnity for the period July 1, 2024 to June 30, 2025 in accordance with the most recent BC Consumer Price Index of 3.7%, ~~for the period July 1, 2024 to June 30, 2025~~ thereby setting the stipend at: Trustee - \$24,941, Vice-Chair - \$26,341, Chair - \$28,469.

The Assistant Secretary-Treasurer stated that the Trustee Indemnity for the following fiscal year comes forward annually and is based on the BC Consumer Price Index.

The Committee discussed the Consumer Price Index, the fact that Trustees do not receive benefits, and the importance of following the data and making adjustments to the Trustee Indemnity as needed.

Outcome:

The Finance and Audit Committee recommended to the Board:

THAT: The Board of Education set the Trustee Indemnity for the period July 1, 2024 to June 30, 2025 in accordance with the most recent BC Consumer Price Index of 3.7%, thereby setting the stipend at: Trustee - \$24,941, Vice-Chair - \$26,341, Chair - \$28,469.

DISCUSSION/INFORMATION ITEMS

Central Okanagan Public Schools Superintendent of Schools/CEO 2024/2025 Budget Proposal Report

The Superintendent of Schools/CEO presented the Budget Proposal Report for the 2024/2025 year.

The District is pleased with the Ministry of Education and Child Care's announcement of a 3.36% increase to the per pupil operating rates, resulting in the District's highest operating budget in its history. The increase will cover the negotiated increases for teachers, support staff and exempt staff. However, the rate increase will not fully cover inflationary costs or increased needs, and there is an anticipated budget pressure of \$1.9M. Forecasted student growth will offset some of the budget pressures next year, and staff have drafted a conservative, balanced budget with no loss in services and an increase in staffing. The District plans to meet this anticipated \$1.9M budget pressure by:

- Continuing to efficiently staff schools while addressing growth, capacity challenges, and classroom complexity;
- Requesting additional funding from the Classroom Enhancement Fund (CEF);
- Reviewing discretionary budgets;
- Reviewing local capital requirements (ie, computer refresh program);
- Focusing on employee wellness in the hope that illness costs will return to pre-pandemic levels.

The Secretary-Treasurer/CFO, Assistant Secretary-Treasurer, Deputy Superintendent and Superintendent of Schools/CEO answered queries and concerns from the Committee regarding:

- The new Employee Wellness Manager position;
- Budget Survey responses;
- CEF Funding;
- Discretionary Budgets;
- The new Inclusive Education Teacher positions;
- "Surplussing" vs "Layoffs" of teachers;
- Reduction of Indigenous Advocates positions;

- Budget requests from CUPE (regarding custodial staff, clerical staff and CEAs) and COTA;
- The computer refresh program.

2024/2025 Estimated Ministry of Education and Childcare Grant Funding

Due to time constraints, this item was deferred to the April 17, 2024 Finance and Audit Committee meeting.

2024/2025 Public Budget Survey Results

Due to time constraints, this item was deferred to the April 17, 2024 Finance and Audit Committee meeting.

Purchasing Administrative Procedure Update

Due to time constraints, this item was deferred to the April 17, 2024 Finance and Audit Committee meeting.

ITEMS FOR FUTURE FINANCE AND AUDIT COMMITTEE MEETINGS

April 17, 2024:

- 2024/2025 Estimated Ministry of Education and Childcare Grant Funding
- 2024/2025 Public Budget Survey Results
- Purchasing Administrative Procedure Update
- 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
- Annual CommunityLINK Allocations
- Financial Update - International Education Program
- Financial Update - Feeding Futures Program

June

- School District No. 23 (Central Okanagan) Annual Budget for the Fiscal Year
- 2023/2024 Accumulated Operating Surplus Review
- Proposed Multi-Year Financial Plan (2024/2025 to 2026/2027)
- Annual Review of Financial Planning and Reporting Policy

FUTURE FINANCE AND AUDIT COMMITTEE MEETINGS

- Wednesday, April 17, 2024, 4:00 pm
- Wednesday, May 15, 2024, 4:00 pm
- Wednesday, June 19, 2024, 4:00 pm

Main Board Room
1040 Hollywood Rd. S., Kelowna

MEDIA QUESTIONS

None

ADJOURNMENT

The meeting adjourned at 5:57 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