



CENTRAL OKANAGAN PUBLIC SCHOOLS - BOARD COMMITTEE REPORT

Finance and Audit Committee Meeting Public Meeting

**Wednesday, May 20, 2020, 4:00 pm
Via Zoom**

Board of Education: Trustee R. Cacchioni, Chairperson
Trustee N. Bowman, Committee Member (*arrived at 4:03 pm*)
Trustee L. Tiede, Committee Member
Trustee M. Baxter

Staff: Delta Carmichael, Assistant Secretary-Treasurer
Ryan Stierman, Secretary-Treasurer/CFO
Val Dougans, Finance Manager
Kevin Kaardal, Superintendent of Schools/CEO (*arrived at 4:45 pm*)
Terry Beaudry, Deputy Superintendent of Schools
Michelle DesRochers, Executive Assistant

Partner Groups: Susan Bauhart, COTA President
David Tether, CUPE President (*arrived at 4:08 pm*)

There were no representatives from COPAC, COPVPA, or District Student Council.

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

AGENDA

May 20, 2020 Committee Agenda - approved as presented.

REPORTS/MATTERS ARISING

Finance and Audit Committee Public Meeting Report - April 15, 2020

April 15, 2020 Committee Report - received as distributed.

4:03 pm: Trustee Bowman joined the meeting.

PRESENTATION

Report to the Finance and Audit Committee - Initial Communication on Audit Planning for the Year Ended June 30, 2020

In attendance:

Tyler Neels, Grant Thornton LLP

Kate Cumming, Grant Thornton LLP

Tyler Neels and Kate Cumming of Grant Thornton LLP, presented a high-level review of the audit plan and risk assessment, including processes and deliverables, for the fiscal year ending June 30, 2020 and responded to questions.

4:08 pm: The CUPE President joined the meeting.

Due to the COVID-19 Pandemic, the interim audit in June will be completed remotely. The fieldwork in August is planned to be done onsite; however, may also need to be done remotely if required. The COVID-19 financial reporting impacts will also be included in this year's audit.

The audit results will be presented at the September 16, 2020 Finance and Audit Committee Meeting. Final financial statements are due to the Ministry of Education by September 30, 2020.

The Committee Chairperson thanked the representatives from Grant Thornton LLP for their presentation.

PUBLIC QUESTION/COMMENT PERIOD

There were no public questions/comments.

COMMITTEE MEMBERS QUERIES/COMMENTS

Susan Bauhart, COTA President: Ms. Bauhart queried if Districts have to track all extra expenses related to the COVID-19 Pandemic.

The Secretary-Treasurer/CFO confirmed that Districts will need to provide a report regarding both cost savings and extra costs associated with the COVID-19 Pandemic.

The Committee requested that a report of COVID-19 related lost revenues and additional costs be provided at the June 17, 2020 Finance and Audit Committee Meeting.

DISCUSSION/ACTION ITEMS

2020/2021 CommunityLINK Allocations

Alan Lalonde, Assistant Superintendent, presented the recommended allocations for the 2020/2021 CommunityLINK funding. Central Okanagan Public Schools will receive \$1,252,296 for the 2020/2021 school year. The school meals program will receive over 61.7% of the funding.

The Committee discussed the importance of reporting the allocation of the new Equity of Opportunity Supplement that was introduced for the 2020/2021 school year to recognize B.C.'s children and youth in care. It was noted that this request should be made by the Education and Student Services Committee. Trustee Bowman, Chair of the Education and Student Services Committee, will bring forward the request for an Equity of Opportunity Supplement Report to the Education and Student Services Committee.

4:45 pm: The Superintendent of Schools/CEO joined the meeting.

The COTA President stated that the CommunityLINK funding is potentially at risk with the new funding formula and queried if the District plans to communicate to the Ministry of Education the importance of this funding.

The Secretary-Treasurer/CFO and Superintendent of Schools/CEO confirmed that the Ministry of Education has indicated that the CommunityLINK funding will be rolled into a new Special Education Fund. This revision has been delayed and concerns were provided when the District submitted their Funding Model Review Recommendations to the Ministry of Education.

Outcome:

THAT: The Finance and Audit Committee recommends to the Board:

THAT: The Board of Education approve the recommended CommunityLINK Allocations for 2020/2021, as attached to the Agenda, and as presented at the May 20, 2020 Finance and Audit Committee Meeting.

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

Future Public Board Meeting:

- *CommunityLINK Allocations for 2020/2021 (Action Item)*
- *Report to the Finance and Audit Committee - Initial Communication on Audit Planning for the Year Ended June 30, 2020 (Information Item)*

Future Education and Student Services Committee Meeting:

- *Request for Equity of Opportunity Supplement Report*

ITEMS FOR FUTURE FINANCE AND AUDIT COMMITTEE MEETINGS

June 17, 2020 Finance and Audit Committee Meeting

- COVID-19 Report - Lost Revenues and Additional Costs

September

- Presentation: Audited Financial Statements for the Fiscal Year
- Audited Financial Statements for the Fiscal year (*Action Item*)

November

- Financial Update at September 30th School District No. 23 (Central Okanagan) Budget Development Principles
- School District No. 23 (Central Okanagan) Budget Development Timeline

January

- Amended Annual Budget for the Fiscal Year
- Ministry Recalculation Allocation – School District No. 23 and Provincial
- Financial Update at December 31st
- Budget Survey development
- Annual Review of Committee's Mandate, Purpose and Function

February

- Budget Presentation

April (1st Meeting)

- Overview of Budget Allocation
- Budget Consultation Input Received
- Trustee Indemnity for the 2020-2021 Fiscal Year

April (2nd Meeting)

- 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

June

- School District No. 23 (Central Okanagan) Annual Budget for the Fiscal Year
- Financial Update - International Education Program

FUTURE FINANCE AND AUDIT COMMITTEE MEETINGS

All meetings start at 4:00 pm.

June 17, 2020, September 16, 2020, October 21, 2020, November 18, 2020

MEDIA QUESTIONS

There were no questions from the media.

ADJOURNMENT

The meeting adjourned at 4:48 pm.

Questions - Please Contact:

Trustee Cacchioni, Chairperson at 250-765-3419 or Rolli.Cacchioni@sd23.bc.ca

Delta Carmichael, Assistant Secretary-Treasurer at 250-470-3233 or Delta.Carmichael@sd23.bc.ca

Rolli Cacchioni, Chairperson