

SCHOOL DISTRICT No. 23 – BOARD COMMITTEE REPORT

COMMITTEE: Finance and Legal Committee DATE: April 1, 2015
CHAIRPERSON: Trustee L. Mossman STAFF CONTACT: E. Sadlowski, Director of Finance

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

Attendees:

Board of Education:
Trustee L. Mossman (Chairperson)
Trustee R. Cacchioni (Committee Member)
Trustee J. Fraser (Committee Member)
Trustee M. Baxter
Trustee D. Butler
Trustee L. Tiede

Staff:
E. Sadlowski, Director of Finance
L. Paul, Secretary-Treasurer
H. Gloster, Superintendent
T. Beaudry, Assistant Superintendent
D. Carmichael, Finance Manager
B. Bertram, Executive Assistant (Recorder)

Partner Group Representation:

COTA Susan Bauhart, President
COPAC Shelley Courtney, Member at Large
COPVPA Vianne Kintzinger, Treasurer (arrived at 1:15 pm)
CUPE Wendy Johnson, President
District Student Council No representative

Agenda/Additions/Amendments/Deletions

Add: Action Item 6.2 – Service Delivery Project – Special Purpose Grant for Attendance Support and Wellness
(originally provided as Additional Agenda Item 7.2)

The agenda order was amended to accommodate a live presentation - Agenda Item 7.1 “Budget Consultation Input Received (ThoughtExchange Online Survey)” was addressed when the website link was established with the presenters.

April 1, 2015 Agenda – approved as amended.

Reports/Matters Arising

February 18, 2015 Committee Report – received as presented.

Committee Members Queries/Comments

Trustee Fraser

Queried how the recent amendments to Bill 11 (Education Statutes Amendment Act) would financially impact the Central Okanagan School District.

The Secretary-Treasurer responded that an in-depth review of the amendments has yet to be completed, however it was noted that, with the amendments, the Ministry now has the authority to direct school districts to participate in certain shared services.

Susan Bauhart, COTA President

Questioned whether more information will be provided to school districts that will outline the exact meaning of the amendments to Bill 11.

The Superintendent responded that the amendments include references to changes to the accountability framework, however specific details have not been outlined, e.g. changes to Provincial Assessment Programs. The amendments also include the elimination of School Planning Councils, which will increase the involvement of school Parent Advisory Councils in school planning.

Trustee Cacchioni

Queried whether, as a result of the provincial announcement that school districts must cut \$29 million in administrative costs for 2015/2016, savings already realized for shared services utilized may be applied to the District's portion of the administrative cuts.

The Secretary-Treasurer responded that there is a requirement to provide proof that the District has engaged in utilization of shared services or has generated revenue, which can then be applied to the required savings. A template has been received from the Ministry which outlines broad expectations. A portion of the items allowed may be retroactive, e.g. the TSMA Lite Agreement signed the previous year.

Information Items

1. Budget Consultation Input Received (ThoughtExchange Online Survey)

Steve Anderson and Tristan Read, representatives from the ThoughtExchange group, provided a teleconference presentation to committee members on the input received for the budget survey process using the ThoughtExchange online service. The survey link was shared with over 21,000 email addresses and could be forwarded by one individual to another, should an individual whose email address was not in the system wish to provide input. The link was also advertised and provided on the school district's website. Initial responses to the survey were categorized and sent back out to all 21,000 email addresses for further input and categorization. Over 3,900 participant responses were received, with more than 5,400 thoughts contributed. Demographics of the respondents were broken down into 94% parents/guardians, 4% staff, 1% students, and 1% community members with no child in the school system. The interactive link to the web responses will be shared with Trustees and Partner Group Presidents, and will be posted to the District's website.

Recognition/Presentations/Delegations

Aboriginal Education Council Presentation

Chris Derickson, Chair of the Aboriginal Education Council, and Ann Bell, Lake Country Native Association Representative on the Aboriginal Education Council, provided a presentation to the Committee requesting that additional funding be supplied to the Aboriginal Education Program, over and above what is provided as targeted funding by the Ministry of Education. The request included a further \$120,000 for Aboriginal mental health initiatives (which would be sufficient to fund two Mental Health Clinicians to work with Aboriginal students), \$25,000 for mental health assessments (which cost approximately \$2,500 per assessment), \$136,000 for alternate programming for Aboriginal students, e.g. the "Go Take a Hike" Alternative Program for at-risk students (in order to improve the Aboriginal student graduation rate), \$96,000 for a teacher, and \$40,000 for additional resources. As well, an Advocate position and a Middle School Tutor position have been previously eliminated for budgetary reasons, at a cost of \$49,256 and \$96,000 respectively.

Dave Cavezza, District Health & Safety Manager Presentation

The District Health & Safety Manager provided a presentation requesting funding for a Return to Work Coordinator position. The Coordinator would work with the injured/sick employee, the supervisor and relevant parties (e.g. WorkSafeBC for a work-related injury, BCTF Rehab for teachers, or Desjardin Financial for support staff) in order to map out a reintegration plan for the employee to assist in their return to work as soon as feasibly possible. Current Return to Work practice and the benefits for having a dedicated Return to Work Coordinator were outlined, as well as the potential duties of the Coordinator. The next step in the process would be to create a working group to review the current structure of the Return to Work Program. The working group would include representatives from COTA, CUPE and WorkSafeBC, and would define the duties of the Coordinator, determine areas for cost savings, and set annual target goals for the program.

The COTA President noted that Return to Work support is provided to COTA members through the BCTF Health and Wellness Program, the self-funded salary indemnity program, and release time for a Health & Safety person.

The CUPE President noted that Desjardin Financial is paid to assist support staff workers in getting the medical care they require as well as getting them back to work as soon as possible.

The Superintendent advised that budget requests received through presentations to the Committee will be addressed in the Superintendent's Budget Recommendations which will be deliberated at the Finance and Legal Committee Meeting on April 15th at 6:30 pm, and again at the Special Finance and Legal Committee Meeting on April 22nd at 6:00 pm. Deliberation and approval of the budget recommendations by the Board of Education will take place at the Public Board Meeting on April 29th at 6:00 pm.

The meeting was recessed at 3:10 pm.

The meeting was reconvened at 3:16 pm

Discussion/Action Items

1. Overview of Budget Allocation

The Director of Finance provided a review of the 2015/2016 funding allocation for the Central Okanagan School District and the province as a whole. Per pupil allocations increased in all funding categories including K to 12 enrolment, Distributed Learning, Special Needs and Aboriginal Education. The required administrative savings (\$29 million province wide) have already been removed from the funding allocation for each school district. All districts will be required to fill out a provincial template outlining the administrative savings achieved, and school districts are required to provide quarterly reports to the Ministry on how savings are progressing throughout the 2015/2016 school year.

Administrative savings must be accumulated between July 1, 2015 and June 30, 2016, although some retroactive savings may qualify. Once completed, a copy of the template will be provided to the Finance and Legal Committee as an Information Item.

The Central Okanagan School District is facing a \$1.37 million funding shortfall for the 2015/2016 school year. Provincial holdback funds are yet to be provided to districts, however there may be changes to holdback distribution as the province is updating the Next Generation Network and funds for the updating may be taken directly from the holdback monies.

2. Service Delivery Project – Special Purpose Grant for Attendance Support and Wellness

The Ministry of Education is providing school districts with one-time special purpose grants to support implementation of the attendance support and wellness-related recommendations made by the Service Delivery Project, Phase 1 Attendance Support, Wellness and Occupational Safety Working Group. The Central Okanagan School District’s one-time allocation is \$137,973. Recommendations for use of the allocation will be contained in the Superintendent’s Preliminary Budget Recommendations.

Items Requiring Special Mention

The timeline for distribution of the Superintendent’s Preliminary Budget Recommendations has been amended by the Coordinating Committee as follows:

- Wednesday, April 15th, 6:30 pm, Finance and Legal Committee Meeting (Superintendent’s Budget Recommendations to come forward for discussion/debate)
- Wednesday, April 22nd, 6:00 pm, Special Finance and Legal Committee Meeting (further discussion/debate on the Superintendent’s Budget Recommendations, including possible alternate recommendations from Trustees)
- Wednesday, April 29th, 6:00 pm, Public Board Meeting (budget recommendations approved by the Board of Education)

Meeting Schedule

April 15, 2015 at 6:30 pm	April 22, 2015 at 6:00 pm SPECIAL MEETING	
May 20, 2015 at 1:00 pm	June 17, 2015 at 6:30 pm	
September 16, 2015 at 1:00 pm	October 21, 2015 at 6:30 pm	November 18, 2015 at 1:00 pm

Items for Future Finance and Legal Committee Meetings

- Update - Ministry of Education Deloitte Report
- Administrative Savings Completed Template

April 15	April 22 nd Special Meeting	May 20
- Central Okanagan School District Preliminary Budget Proposal – Superintendent’s Budget Recommendations - Trustee Indemnity for the Fiscal Year	- Central Okanagan School District Preliminary Budget Proposal – Superintendent’s Budget Recommendations	- 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
June 17		
- School District No. 23 (Central Okanagan) Annual Budget for the Fiscal Year		

Questions – Please Contact:

Trustee Lee Mossman, Chairperson
Eileen Sadlowski, Director of Finance

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