

SCHOOL DISTRICT No. 23 – BOARD COMMITTEE REPORT

COMMITTEE:	<u>Finance and Legal Committee</u>	DATE:	<u>June 19, 2013</u>
CHAIRPERSON:	<u>Trustee C. Gorman</u>	STAFF CONTACT:	<u>L. Paul, Secretary-Treasurer E. Sadlowski, Director of Finance</u>

Attendees:

Board of Education:

Trustee C. Gorman (Chairperson)

Trustee R. Cacchioni (Committee Member)

Trustee M. Pendharkar (Committee Member)

Trustee M. Baxter

Trustee D. Butler

Staff:

L. Paul, Secretary-Treasurer

E. Sadlowski, Director of Finance

H. Gloster, Superintendent

T. Beaudry, Assistant Superintendent

B. Bertram, Executive Assistant (*Recorder*)

Partner Group Representation:

COTA Susan Bauhart - 1st Vice-President, Alice Rees – President

COPAC No representative

COPVPA No representative

CUPE Wendy Johnson, President

District Student Council George Walker, George Elliot Secondary School

Agenda/Additions/Amendments/Deletions

June 19, 2013 Agenda – Approved.

Reports/Matters Arising

April 17, 2013 Committee Report – received as presented.

Discussion/Action Items

1. School District No. 23 (Central Okanagan) Annual Budget Fiscal Year 2013/2014

The Director of Finance provided brief background information on the budget bylaw and reviewed the budget decisions made to address the \$1.8 million shortfall for the 2013/2014 school year. Committee members discussed the information provided.

Outcome

The Finance and Legal Committee recommended that the Board of Education give first, second and third readings to the School District No. 23 (Central Okanagan) Annual Budget Bylaw for the Fiscal Year 2013/2014 in the amount of \$212,706,254; and that the School District No. 23 (Central Okanagan) Annual Budget Bylaw for the Fiscal Year 2013/2014 in the amount of \$212,706,254, be read a first, second and third time, passed and adopted on the 26th day of June, 2013.

Information Items

1. Review of the Central Okanagan School District Rental Program

The Director of Finance provided an overview of the District's rental program which is operated on a "break even" basis in order to ensure that all costs to the District are covered, e.g. custodial time, utilities, and equipment/facility wear and tear. Facilities are rented primarily in the evening during the week, however are also available on weekends, and in limited cases, throughout the summer months. The decision to make a facility available for community use is left entirely up to the Principal. The Committee discussed the rental program and requested that the Community Rental Hour Summary Sheet be forwarded to local municipal authorities as an information item.

Amendments to Regulations 650R "Public Use of School Facilities (*Regulations*)" have been made as a result of increasing instances where film production companies have requested filming in schools. The amendments provide clear guidelines for the film production company as well as for the site-based administrator/supervisor.

The Committee discussed the amendments to the Regulations, and the need for Criminal Record Checks, which are only required if an adult will have an opportunity to be isolated with a particular student.

Items Requiring Special Mention

The Director of Finance provided information on this year's surplus. If the final calculation shows an amount similar to the previous year's available surplus, up to \$1 million of the surplus will be flowed into local capital to address upcoming capital needs. Final statements, including remaining surplus information, will be provided at the September 18th Finance and Legal Committee Meeting.

Meeting Schedule

September 18, 2013 at 1:00 pm

October 16, 2013 at 6:30 pm

November 20, 2013 at 1:00 pm

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

Future Public Board Meeting Action Items:

- School District No. 23 (Central Okanagan) Annual Budget Fiscal Year 2013/2014 (*June 26, 2013 Public Board Meeting*)

Future Public Board Meeting Information Items:

- Review of the Central Okanagan School District Rental Program (*June 26, 2013 Public Board Meeting*)

Items for Future Finance and Legal Committee Meetings

Questions – Please Contact:

Trustee Christopher Gorman (Chairperson)

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Larry Paul, Secretary-Treasurer

Phone: (250) 470-3216 email: Larry.Paul@sd23.bc.ca

Eileen Sadlowski, Director of Finance

Phone: (250) 470-3224 email: Eileen.Sadlowski@sd23.bc.ca

Christopher Gorman, Chairperson