

SCHOOL DISTRICT No. 23 – BOARD COMMITTEE REPORT

COMMITTEE: Finance and Legal Committee DATE: February 20, 2013

CHAIRPERSON: Trustee C. Gorman STAFF CONTACT: L. Paul, Secretary-Treasurer
E. Sadlowski, Director of Finance

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
D. Carmichael, Finance Manager
B. Bertram, Executive Assistant (*Recorder*)

Partner Group Representation:

COTA Susan Bauhart, 1st Vice-President
COPAC No representative
COPVPA No representative
CUPE Wendy Johnson, Vice-President
District Student Council No representative

Agenda/Additions/Amendments/Deletions

Addition: 6.4 Provincial Budget Announcement.

Reports/Matters Arising

January 23, 2013 Committee Report – received as presented.

Discussion/Action Items

1. Amended Annual Budget Fiscal Year 2012/2013

The Director of Finance reviewed the information contained within the Amended Annual Budget Fiscal Year 2012/2013, which is presented in the new format as required by the Provincial Government. Comparative information to the previous year's budget was provided for Committee review. Budget pressures for the coming year were reviewed and discussed. The Committee discussed the information as outlined, including the Ministry allocation for special education and the increase in costs for Teachers Teaching on Call. Committee members requested that the comparative column be changed to display the 2013 preliminary budget figures.

Outcome

The Finance and Legal Committee recommended that the Board of Education approve the Amended Annual Budget Fiscal Year 2012/2013, as attached and as amended at the February 20, 2013 Finance and Legal Committee Meeting.

2. Revenue and Expense Summary at January 31, 2013

The Director of Finance reviewed the Revenue and Expense Summary at January 31, 2013. Committee members discussed the information provided and the planning required to ensure that funding is available for increased and unexpected costs as the year progresses.

Outcome

The Finance and Legal Committee received the Revenue and Expense Summary at January 31, 2013 and recommended that the Revenue and Expense Summary at January 31, 2013 be forwarded to the Board of Education as an information item.

3. Discussion of Trustee Memberships

The Secretary-Treasurer provided a brief review of the background of Trustee Memberships in local Chambers of Commerce. Committee members discussed the advantages and disadvantages of renewing membership in local Chambers of Commerce. The Committee agreed that no further action would be taken at this time, pending the budget funding announcement for the 2013/2014 school year.

4. Provincial Budget Announcement

Committee members discussed the provincial budget announcement and its anticipated impact on current bargaining outcomes with the BCTF and CUPE support staff. The COTA Representative requested information on funding for the additional costs for pensions and Medical Services Plan premiums for the coming year.

Outcome

The Finance and Legal Committee recommended that the projected expense changes for the 2013/2014 school year be sent to the February 27, 2013 Public Board Meeting, and that the Board of Education consider the implications of the changes.

Information Items

1. Budget Consultation Process

The Chairperson reviewed the budget consultation process, the options available for public input and the budget timelines prior to final budget approval at the June 26, 2013 Public Board Meeting. The Finance and Legal Committee is scheduled to meet on April 3rd and April 17th to review budget considerations. Individuals wishing to provide a budget presentation are encouraged to contact the Finance and Legal Chairperson prior to the April 3rd Committee meeting. Committee members discussed additional budget information/comparisons that would aid Trustees in the budget approval process for the 2013/2014 school year.

Meeting Schedule

April 3, 2013 at 1:00 pm	April 17, 2013 at 6:30 pm	May 15, 2013 at 1:00 pm
June 19, 2013 at 6:30 pm	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:

- Amended Annual Budget Fiscal Year 2012/2013
- Provincial Budget Announcement – Projected Expense Changes for the 2013/2014 School Year

Future Public Board Meeting Information Items:

- Revenue and Expense Summary at January 31, 2013

Items for Future Finance and Legal Committee Meetings

- Presentation on Financial Literacy (Will review if this is required once the Budget Presentation is completed.)

Questions – Please Contact:

Trustee Christopher Gorman (Chairperson)	Phone: (250) 575-1664	email: Christopher.Gorman@sd23.bc.ca
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