



CENTRAL OKANAGAN PUBLIC SCHOOLS - BOARD COMMITTEE REPORT

**Finance and Audit Committee Meeting
Public Meeting**

**Wednesday, February 16, 2022, 4:00 pm
Via Zoom**

Board of Education: Trustee J. Fraser, Chair
Trustee W. Broughton, Committee Member
Trustee C. Desrosiers, Committee Member
Trustee M. Baxter

Staff: Delta Carmichael, Assistant Secretary-Treasurer
Ryan Stierman, Secretary-Treasurer/CFO
Val Dougans, Finance Manager
Terry Beaudry, Deputy Superintendent of Schools (*arrived at 4:04 pm*)
Michelle DesRochers, Executive Assistant (recorder)

Absent: Kevin Kaardal, Superintendent of Schools/CEO

Partner Groups: Susan Bauhart, COTA President
Nicola Baker, COPAC Vice-President
Kieran Fahy, CUPE Secretary-Treasurer
Michael Dornian, COPVPA Treasurer

There was no representative from the 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

February 16, 2022 Committee Agenda - approved as presented.

REPORTS/MATTERS ARISING

Finance and Audit Committee Public Meeting Report - January 19, 2022

It was noted that subsequent to the Finance and Audit Committee's review of the 2021/2022 Amended Budget Bylaw on January 19, 2022, an adjustment of \$13,530 was made to Statement 2, line Budgeted Allocation (Retirement) of Surplus (Deficit) to agree to the 2020/2021 audited financial statements (Schedule 2). The updated balance of \$5,902,262 represents the internally restricted amount that was appropriated as of June 30, 2021. Therefore, the revised Amended

Budget Bylaw amount, that went forward to the Board on February 9, 2022, was updated to \$302,076,449 from \$302,089,979, as stated in the Report.

4:04 pm: The Deputy Superintendent of Schools joined the meeting.

January 19, 2022 Committee Report - received as distributed.

PRESENTATION

2022-2023 Preliminary Budget Presentation

The Assistant Secretary-Treasurer presented an overview of the District's overarching goal, strategic directions, staffing information, student statistics, financial sources as well as assumptions and challenges that will guide the preparation of the 2022-2023 Annual Budget Bylaw. The 2022-2023 Annual Budget Presentation was also shared at the February 7, 2022 COPAC Meeting.

The Assistant Secretary-Treasurer responded to Trustee and partner group queries.

The 2022-2023 Budget Presentation and the 2021-2022 Amended Annual Budget Bylaw will be included with the 2022-2023 Budget Survey that will be sent to all partner groups, the general public via the District and school websites and parents via school messenger. The Budget survey will be distributed on February 18, 2022 with a deadline of March 4, 2022.

PUBLIC QUESTION/COMMENT PERIOD

There were no public questions/comments.

COMMITTEE MEMBERS QUERIES/COMMENTS

There were no Committee member queries/comments.

DISCUSSION/ACTION ITEMS

Review of Transportation Fees for the 2022/2023 Fiscal Year

The Committee Chair read the following issue statement from the memo that was attached to the Agenda:

"Although not mandated by the School Act, the Board of Education has supported the operations of a student transportation system for students in Central Okanagan Public Schools. As part of its support for transportation, the Board of Education each year must heavily subsidize the transportation department with approximately \$3.8 million in operating funds that could be directed to classroom supports and operations. Each year, the Board of Education reviews the fee that it charges for all students that receive this service."

The Secretary-Treasurer/CFO shared that with the price of fuel going up, an increased need for additional bus routes, and the anticipation of salary increases, staff are recommending a \$50 per year increase to the transportation fee.

The Secretary-Treasurer/CFO responded to questions from the Committee.

Outcome:

The Finance and Audit Committee recommended to the Board:

THAT: The Board of Education set the transportation fee to \$350/year for each bus rider for the period effective July 1, 2022 to June 30, 2023.

DISCUSSION/INFORMATION ITEMS

2022-2023 School Fees Summary

The Assistant Secretary-Treasurer stated that a summary of school fees is provided annually. School fees are divided into four categories: Standard Fees (optional school supply, cultural, student activity fees), Transportation Fees, Academy Fees, and Goods and Services Fees. As per Board approval at the January 26, 2022 Public Board Meeting, Mount Boucherie Secondary School increased fees for the Baseball Academy, Soccer Academy, and Outdoor Education Program. At Rutland Senior Secondary School, the Soccer Academy fees decreased due to increased enrolment, the Equine Academy fees decreased as per an outside financial sponsorship, and the fees for the Emergency Medical Responder Dual Credit Program went up to offset increased costs from the Justice Institute.

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

March 9, 2022 Public Board Meeting:

- Review of Transportation Fees for the 2022/2023 Fiscal Year (*Action Item*)
- 2022-2023 School Fees Summary (*Information Item*)

ITEMS FOR FUTURE FINANCE AND AUDIT COMMITTEE MEETINGS

April (1st Meeting)

- Overview of Budget Allocation
- Budget Consultation Input Received
- Trustee Indemnity for the 2022-2023 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
- Financial Update - International Education Program

June

- School District No. 23 (Central Okanagan) Annual Budget for the Fiscal Year

FUTURE FINANCE AND AUDIT COMMITTEE MEETINGS

All meetings start at 4:00 pm.

April 6, 2022, April 20, 2022, May 18, 2022, June 15, 2022

September 21, 2022, October 19, 2022, November 16, 2022

MEDIA QUESTIONS

There were no media questions.

ADJOURNMENT

The meeting adjourned at 5:00 pm.

Questions - Please Contact:

Trustee Julia Fraser, Chair at 250-718-8613 or Julia.Fraser@sd23.bc.ca

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

Julia Fraser, Chair