

SCHOOL DISTRICT No. 23 – BOARD COMMITTEE REPORT

COMMITTEE: Finance and Legal Committee Meeting DATE: March 8, 2017

CHAIRPERSON: Trustee R. Cacchioni STAFF CONTACT: E. Sadlowski, Assistant Secretary-Treasurer

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

Attendees:

Board of Education:

Trustee R. Cacchioni (Chairperson)

Trustee J. Fraser (Committee Member) (*absent*)

Trustee C. Gorman (Committee Member) (*arrived at 4:03 pm*)

Trustee M. Butler (Acting Committee Member)

Trustee L. Mossman (Acting Committee Member)

Staff:

E. Sadlowski, Assistant Secretary-Treasurer

L. Paul, Secretary-Treasurer

K. Kaardal, Superintendent of Schools/CEO

T. Beaudry, Deputy Superintendent

H. Wendt, Executive Assistant (*Recorder*)

Partner Group Representation:

COTA Susan Bauhart, President

COPAC No representative

COPVPA Michael Dornian, Treasurer

CUPE No representative

DSC No representative

Agenda/Additions/Amendments/Deletions

Trustee Butler was appointed Acting Committee Member until the arrival of Trustee Gorman and Trustee Mossman was appointed Acting Committee Member in the absence of Trustee Fraser.

March 5, 2017 Agenda – approved as distributed.

Reports/Matters Arising

February 15, 2017 Committee Report – received as presented.

Discussion/Action Items

1. Student Learning Grant

4:03 pm: Trustee Gorman joined the meeting and assumed his responsibility as Committee Member.

The Assistant Secretary-Treasurer advised the District's allocation of the Student Learning Grant has not yet been received, but it is anticipated to be approximately \$1 million. The District is working on the methodology of distributing those funds. 40% will be distributed based on individual school enrolment, with the remaining 60% distributed based on school vulnerability. Once the grant is received, District staff will communicate with Principals and Vice-Principals regarding allocation. Funds not spent this school year will be rolled forward to 2017/2018.

2. 2017-2018 Budget – Update

The Assistant Secretary-Treasurer circulated additional information. The Committee reviewed the School Year Funding document and it was noted that the Ministry has confirmed they will provide full funding for enrolment growth as well as providing funds for the contractual salary increases. The Budget Assumptions document was addressed and the Assistant Secretary-Treasurer advised this outlines revenue that has been confirmed by the Ministry as well as revenue and expenses which are not yet known; therefore, some assumptions must be made in order to move the budget planning process ahead. In response to queries from the Committee, the Assistant Secretary-Treasurer advised the District is not yet sure of how the government will handle the reductions to MSP premiums which comes into effect in January 2018 and therefore it cannot yet be determined what impact, if any, this will have on the District's budget. Further, the portion of PST that will not need to be paid on hydro may also impact the budget, but again this is unknown at this time.

3. Update of Planning for 2017/2018

The Superintendent of Schools/CEO advised the District continues with its work to understand the impact of the 2001 Collective Agreement restored language. Meetings are taking place with COTA on a regular basis and once the agreement is ratified between BCTF and BCPSEA, further information will be provided. The District also continues to work with the Ministry regarding demands on space resulting from the restored language. The Assistant Secretary-Treasurer advised the Ministry is attempting to coordinate a multi-district purchase of portables; however, this will not alleviate immediate pressures in the District which is currently running at 104% capacity.

4. Potential Impacts of Letter of Understanding #17 Negotiations

The Superintendent of Schools/CEO noted this was addressed in the previous comments but it is anticipated ratification will take place in the near future.

Information Items

1. Service Delivery Project 2015-16 Annual Report

The Secretary-Treasurer reviewed the Report outlining the Service Delivery Project Steering Committee which is comprised of sub committees and a number of other working groups, the members of which are both Ministry and school district representatives from across the Province. The District has participated in many of the shared services and has realized financial savings as a result. The District also participates in many of the committees outlined in the Report and is acting as the coordinating school district for the BC Hydro Energy Manager partnership. The District has stepped back from coordinating the newer committees as it is important to allow others to become more involved and take the lead in various projects, although consultation is provided as needed. In response to queries from the Committee, the Secretary-Treasurer outlined the Central Deposit Program, advised the District continues to review new opportunities that may provide savings and noted the District's Procurement Manager has been seconded on a 0.5 FTE basis to the BC Education Marketplace.

The key accomplishments of the Attendance Support and Wellness Initiative show a financial savings; however, the monetary component is not the most important factor in considering this program. The Superintendent of Schools/CEO advised the District supports its employees who are stressed and ill and will work with them on a path to wellness. Every district in the province has received funds for this initiative and District staff is reviewing timelines for implementing this program.

It is anticipated this Report will be provided on an annual basis.

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

Meeting Schedule

April 5, 2017 at 4:00 pm	April 19, 2017 4:00 pm	May 17, 2017 at 1:00 pm
June 21, 2017 at 4:00 pm	September 20, 2017 at 4:00 pm	October 18, 2017 at 4:00 pm
November 15, 2017 at 4:00 pm		

Items for Future Finance and Legal Committee Meetings

- *Report regarding utilization of Aboriginal Education targeted funding, specifically relating to programs that are being taught to both Aboriginal students and the general student population.*
- *Update on Ministry funding and its placement in the Operating Budget (i.e., special purpose fund vs. ongoing funding).*

September	October	November
<ul style="list-style-type: none"> - Presentation: Audited Financial Statements for the Fiscal Year - Audited Financial Statements for the Fiscal Year (<i>Action Item</i>) - Finance and Legal Committee – Review of Mandate, Purpose and Function 		<ul style="list-style-type: none"> - School District No. 23 (Central Okanagan) Budget Development Principles - School District No. 23 (Central Okanagan) Budget Development Timeline - Revenue and Expense Summary at October 31
January	February	April (1st meeting)
<ul style="list-style-type: none"> - Amended Annual Budget for the Fiscal Year - Ministry Recalculation Allocation – School District No. 23 and Provincial 	<ul style="list-style-type: none"> - Revenue and Expense Summary at January 31 	<ul style="list-style-type: none"> - Overview of Budget Allocation - Budget Consultation Input Received
April (2nd meeting)	May	June
<ul style="list-style-type: none"> - Central Okanagan School District Preliminary Budget Proposal – Superintendent’s Budget Recommendations - Trustee Indemnity for the Fiscal Year 	<ul style="list-style-type: none"> - 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 - Review of Policy 425 and Regulations 425R - Student Fees 	<ul style="list-style-type: none"> - School District No. 23 (Central Okanagan) Annual Budget for the Fiscal Year

Questions – Please Contact:

Trustee Rolli Cacchioni, Chairperson
Eileen Sadlowski, Assistant Secretary-Treasurer

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Rolli Cacchioni, Chairperson