

SCHOOL DISTRICT No. 23 – BOARD COMMITTEE REPORT

COMMITTEE: Finance and Legal Committee Meeting DATE: June 17, 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) (*absent*)
Trustee J. Fraser (Committee Member)
Trustee D. Butler (Acting Committee Member)
Trustee M. Baxter

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

Partner Group Representation:

COTA Susan Bauhart, President
COPAC No representative
COPVPA Mike Dornian, Treasurer
CUPE Wendy Johnson, President
District Student Council No representative

Agenda/Additions/Amendments/Deletions

Trustee Butler was appointed Acting Committee Member in the absence of Trustee Cacchioni.

June 17, 2015 Agenda – approved as presented.

Reports/Matters Arising

May 20, 2015 Committee Report – received as presented.

Discussion/Action Items

1. School District No. 23 (Central Okanagan) Annual Budget Fiscal Year 2015/2016

The Director of Finance reviewed the highlights of the Annual Budget Fiscal Year 2015/2016 which was developed in accordance with the Ministry's template. The document includes information on the District's known prior year surplus appropriation of \$4,041,831 which is pre-committed into next year's budget. An additional document provided for Committee review contains actual funded student FTE numbers as of September, February and May from 2011/2012 to projected numbers for 2015/2016, as well as staffing FTE for the same timeframe. Board-approved increases to revenue have been included in the preliminary budget, e.g. the increase to the International Education Program enrolment by 25 FTE.

Outcome

The 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 2015/2016 in the amount of \$220,873,139, and that the School District No. 23 (Central Okanagan) Annual Budget Bylaw for the Fiscal Year 2015/2016 in the amount of \$220,873,139, be read a first, second and third time, passed and adopted on the 24th day of June, 2015.

Information Items

1. Administrative Savings Report

The Director of Finance provided a review of the Administrative Savings Report which must be submitted to the Ministry of Education by June 30, 2015. Districts are required to include in the Report the strategies that will be implemented to achieve administrative savings targets over the next two years. Many of the District's previous savings initiatives are acceptable for the savings report and, if the initiatives are being continued in year two, they may be used to achieve year two targets as well. Although the two-year savings requirements have been met, the District will still face a funding reduction of at least \$1 million for 2016/2017. The District's draft Report has been reviewed by Ministry staff who have advised that the savings strategies outlined for year one and year two meet the Ministry's criteria for eligibility.

2. PacificSport Okanagan - Update

This item has been forwarded to the Education and Student Services Committee for discussion at a Fall Committee Meeting.

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 2015/2016

Referred to the Education and Student Services Committee:

- PacificSport Okanagan - Update

Meeting Schedule

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

September	October	November
- Presentation: Audited Financial Statements for the Fiscal Year - Audited Financial Statements for the Fiscal Year (<i>Action Item</i>)		- 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 (1 st meeting)
- Amended Annual Budget for the Fiscal Year - Ministry Recalculation Allocation – School District No. 23 and Provincial	- Revenue and Expense Summary at January 31	- Overview of Budget Allocation - Budget Consultation Input Received
April (2 nd meeting)	May	June
- Central Okanagan School District Preliminary Budget Proposal – Superintendent’s Budget Recommendations - Trustee Indemnity for the Fiscal Year	- 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	- 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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