

SCHOOL DISTRICT No. 23 – BOARD COMMITTEE REPORT

COMMITTEE: Finance and Legal Committee Meeting DATE: January 20, 2016
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)
Trustee C. Gorman (Committee Member)
Trustee M. Baxter
Trustee D. Butler
Trustee L. Tiede

Staff:

E. Sadlowski, Director of Finance
L. Paul, Secretary-Treasurer (*absent*)
K. Kaardal, Superintendent of Schools/CEO
T. Beaudry, Assistant Superintendent
B. Bertram, Executive Assistant (*Recorder*)

Partner Group Representation:

COTA Susan Bauhart, President
COPAC Shelley Courtney, President
COPVPA Mike Dornian, Treasurer
CUPE Wendy Johnson, President
District Student Council Kylie Hill, Grade 12, OKM

Agenda/Additions/Amendments/Deletions

Amend: 7.1 “Ministry Recalculation Allocation – School District No. 23 and Provincial” will be added to Action Item 6.1 “Amended Annual Budget Fiscal Year – 2015/2016”, and 7.2 “Administrative Savings Report (June 2015)” will become 7.1

January 20, 2016 Agenda – approved as amended.

Reports/Matters Arising

November 18, 2015 Committee Report – received as presented.

Discussion/Action Items

1. Amended Annual Budget Fiscal Year - 2015/2016

The Director of Finance reviewed the Interim Operating Grants following the September enrolment count for 2015/2016 for the Central Okanagan School District and the province. Forty school districts in the province have had unexpected enrolment growth, which has placed pressure on the provincial government to provide the promised enrolment funding for all students. The province’s entire holdback funds (kept back from school districts in September until enrolment numbers have been finalized), as well as an additional \$62 million, have been used to fund these new students. As a result, the expected holdback funds generally provided to school districts by the end of December will not be forthcoming. As well, the number of students with special needs has increased significantly over the previous year, which provides additional cost pressures to the District.

The amended budget follows Ministry format and requirements and has been finalized at \$227,720,438. The budget process has begun for the 2016/2017 school year and public input will be collected between mid-February and March.

Outcome

The Committee recommended that, at the February 10, 2016 Public Board Meeting, the Board of Education give first, second and third readings to the School District No. 23 (Central Okanagan) Amended Annual Budget Bylaw for 2015/2016, and that the School District No. 23 (Central Okanagan) Amended Annual Budget Bylaw for 2015/2016 in the amount of \$227,720,438 be read a first, second and third time, passed and adopted the 10th day of February, 2016.

2. Review of Previous Year's Budget Presentation and Proposed Budget Questions

The Director of Finance reviewed the budget presentation for the previous year. More than 4,000 responses were received in the online survey for budget input, however the budget questions were very generic in nature. Committee members discussed what type of survey questions would gather the information needed to help the Board make budget decisions for 2016/2017, e.g. specific inquiry questions regarding how to generate revenue for the school district, how to achieve cost savings in a particular area, or how to deliver a program in an alternate, more efficient format.

The District's Public Budget Presentation will take place on February 1st at 7:00 pm at Hollywood Road Education Services (following the COPAC Meeting).

Committee suggestions included the feasibility of asking different groups different budget questions, requesting suggested budget questions at the public budget presentation, and asking Partner Groups for suggested budget questions.

Outcome

The Committee agreed that a link to the February 1st Budget Presentation would be made available on the website with the online survey questions.

The Committee agreed that staff would be requested to review the various online survey programs available, and to develop draft budget survey questions for Committee and Board consideration.

Information Items

1. Administrative Savings Report (June 2015)

The Director of Finance reviewed the Administrative Savings Report provided to the Ministry in June 2015. The Ministry has accepted the District's submission stating that Administrative Savings are on target.

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

Future Public Board Meeting Action Items:

- Amended Annual Budget Fiscal Year - 2015/2016

Meeting Schedule

February 17, 2016 at 1:00 pm	April 6, 2016 at 1:00 pm	April 20, 2016 at 6:30 pm
May 18, 2016 at 1:00 pm	June 15, 2016 at 6:30 pm	September 21, 2016 at 1:00 pm
October 19, 2016 at 6:30 pm	November 16, 2016 at 1:00 pm	

Items for Future Finance and Legal Committee Meetings

- Update – 2012 and 2014 Deloitte Reports - Ministry of Education
- Funding for Syrian Refugees

February	April (1st meeting)	April (2nd meeting)
- Revenue and Expense Summary at January 31 - Budget Consultation Process and Proposed Budget Questions - Review the Mandate, Purpose, and Function of the Committee	- Overview of Budget Allocation - Budget Consultation Input Received	- Central Okanagan School District Preliminary Budget Proposal – Superintendent's Budget Recommendations - Trustee Indemnity for the Fiscal Year
May		June
- 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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