

School District No. 48 (Sea to Sky)

**Finance Committee Meeting
Wednesday, January 25th, 2012
School Board Office
Squamish, BC**

**MINUTES
12-01-25 FC-O**

Present Andrea Beaubien, Chair
Rick Price, Committee member
Rebecca Barley, Committee member (arrived at 10:15 am)
Chris Vernon-Jarvis, Trustee
Lisa McCullough, Superintendent of Schools
Ian Kent, Superintendent of Schools
Nancy Edwards, Acting Secretary-Treasurer
Ralph Hughes, Assistant Secretary-Treasurer
Paul Lorette, Principal, Brackendale Elementary School
Beth Miller, President, SSTA
Lori Arneson, DPAC
Peter Lewis, Vice-President, CUPE Local 779
Jackie Williams, Squamish Nation
Linda Arnold, Executive Assistant

The meeting was called to order at 10:05 am.

1. Election of Finance Committee Chair

Andrea Beaubien was nominated for Committee Chair. She was declared elected by acclamation, accepted the position and assumed the Chair.

2. Agenda

MOVED/SECONDED **“THAT the agenda be approved.”** CARRIED

3. Revised 2011/12 Budget (attachments)

- Operating Budget Summary
Secretary-Treasurer Nancy Edwards reviewed the 2011/12 Operating Budget summary. On page 2 Nancy noted one of the main revenue changes, an increase of \$479,852 from the Ministry of Education Holdback Allocation, held until the Ministry has the student data count of September 30. Ms. Edwards also reviewed the Allocation of Revenues.
- School Budget Summaries
Nancy Edwards detailed the Elementary and Secondary School Budget Comparisons which are shown school by school.

She noted that most people first look at the middle of the spreadsheet to the Budgeted Surplus/Deficit line. Some schools are projecting a deficit, eg. Brackendale Elementary, Mamquam Elementary, Signal Hill and Don Ross Secondary. Possible solutions will be looked at regarding the projected deficit budgets.

The Secretary-Treasurer noted that Don Ross has struggled with their budget under a variety of circumstances and advised that their budget needs to be reviewed on a line by line basis and funding changes considered.

Beth Miller commented that Spring Creek Elementary has a huge surplus. Nancy Edwards advised that as it's relatively new, costly items like equipment replacement are not necessary at this time. She also suggested that funding allocation to the smaller schools may need to be reviewed.

Ms. Edwards reported that the enrollment in the RAP school has been steadily increasing.

- Suggestions for 2011/12

The Secretary-Treasurer reviewed the additional funding from the Ministry of Education holdback less changes in estimates from the F1 budget which leave a net additional funding figure of \$447,576.

Senior staff have met and their suggestions for the use of these additional funds include a carry forward of \$200,000 to the 2012/13 budget year. Recommendations are to use \$158,000 to address student needs at the school level, \$40,576 provision for additional sick leave coverage and an allocation of \$49,000 to the District budget to fill two vacancies at the district office. We will address systemic problems at individual schools and review operations with the principals.

Peter Lewis, CUPE Vice-President, asked about provision to hire new staff and Ms. Edwards replied that the provision is for district staff vacancies not currently filled. Jackie Williams of Squamish Nation noted that since Magy Odorfer's position hasn't been filled, it appears that Juanita Coltman has additional responsibilities.

Jackie Williams commented on the changes in the Ab Ed estimate from the F1 budget and Ms. Edwards replied that although we receive a reduction in the funding from the Ministry there will be no change to agreements already signed off, and the district will make up the difference from other operating funds.

4. Possible Change to System for Allocation of Funds to Schools

(Review for 2013/14)

Nancy Edwards reviewed the feedback received from the Principals meeting which considered areas of the Allocation system that were working and areas where improvement is needed.

- Consider rural factor in funding formula
- Review Don Ross Secondary-Funding

It was discussed that Don Ross funding needs to be reviewed. Chair Beaubien suggested that our expectations of secondary school counseling levels are part of the problem. Nancy Edwards commented that at one time, students were taking more than 8 courses and this affected spending at that school, however her understanding is that students are now taking the standard eight courses. Beth Miller remarked that the student transition piece is a huge challenge at Don Ross as students are only there for 2 years.

- Student Projections-Ease/Accuracy

Nancy Edwards commented that population stability is not the same as it used to be, it is much harder for Principals to predict with the same degree of accuracy. Principals' budgets are built on their population projections and it is not until after September 30th that we have the final count.

- Look at funding/spending patterns history of each school
- Mentorship for Principals

Workshops for principals and help through the process of building their school education plans and budgets are important areas to look at.

Peter Lewis commented that we are starting a major overhaul of the funding process. Ms. Edwards noted that we haven't tied in the age of the school to any of the budgets and that we do try and look at all relevant factors.

Chair Beaubien remarked that we look at distribution to schools in a fair and equitable way and Trustee Price added that possibly our formula isn't taking into account some other issues a school might have. We don't want a school penalized for some factor we don't include in the formula. It is important to review possible flaws in the funding allocation system.

5. Budget Development 2012/13- Key dates in the Next Couple of Months

- Pupil projections
- Partner Presentations (copy of letter attached)

- Spread sheets to schools/departments
- Ministry of Education funding announcement

Secretary-Treasurer Edwards reviewed the key dates in the Budget Development Process spreadsheets. She noted that the District Funding Allocations for 2012-13 are due to be announced by the Ministry on March 15th.

Chair Beaubien reminded the Partner group representatives that on February 15th they will be bringing their views on what is important for the Board to consider as it develops its budget for the 2012-2013 school year. She asked if they had any questions and noted there will be a second meeting in May to report on the funding allocations and spending levels proposed. Trustee Price replied to Jackie Williams that any questions can be emailed to Nancy Edwards or Ralph Hughes.

Beth Miller and Peter Lewis requested complete agenda packages be emailed to them.

Meeting recessed at 10:50 am to continue In Camera.

Chairperson

Acting Secretary-Treasurer