

## School District No. 48 (Sea to Sky)

**FINANCE COMMITTEE MEETING**  
**Wednesday, November 18<sup>th</sup>, 2015**  
**School Board Office**  
**Squamish**

**MINUTES**  
**15-11-18 FC-O**

The meeting was called to order at 1:50pm.

**Attendees:**

Ian Ken, Trustee  
Rachael Lythe, Trustee  
Chris Vernon-Jarvis, Trustee  
Lisa McCullough, Superintendent of Schools  
Jody Langlois, Assistant Superintendent of Schools  
Ralph Hughes, Assistant Secretary-Treasurer  
Karen Blow, Accounting and Data Manager  
Anne MacDougall, Administrative Assistant

1. AGENDA

Recommendation: **“THAT the agenda be approved.”**

MOVED/SECONDED

CARRIED

2. MINUTES

Recommendation: **“THAT the minutes of the Finance Committee meeting held on October 14, 2015 be adopted.”**

MOVED/SECONDED

CARRIED

3. PRESENTATIONS

A. Routine Capital 2015/2016 Project approval – *Rick Hume*

The Ministry is providing approximately \$500,000 to fund a new wood pellet fired boiler that will heat both Howe Sound Secondary School (HSS) and Squamish Elementary. The entire project will cost approximately \$1,000,000. Discussions with the Ministry are encouraging in that the additional \$500,000 needed is likely to be funded through the Routine Capital process next year, but there are no guarantees. The boiler unit is considered carbon neutral, and the use of it will help extend the life of the natural gas boiler at HSS.

Recommendation: **“THAT the Finance Committee recommend that the Board approve School District 48 (Sea to Sky) Routine Capital Project Bylaw No. 126958.**

MOVED/SECONDED

CARRIED

4. INFORMATION ITEMS

B. SOFI – *Karen Blow*

The SOFI report was presented by the Accounting and Data Manager. Discussion occurred regarding individual line items and rules around reporting. The district is required to report on instances where payment to an individual exceeds \$75,000 and where payments to an individual vendor exceed \$25,000.

Recommendation: **“THAT the Finance Committee recommend that the Board approve School District 48 (Sea to Sky) Statement of Financial Information Report for 2014/15.”**

MOVED/SECONDED

CARRIED

5. DISCUSSION ITEMS

A. 2015/16 October 1701 Student Count– *Ralph Hughes*

A review of the changes from June’s expected budget numbers, to actual numbers in October, was presented. Discussion occurred regarding a large change in the number of special needs students over projections. It was clarified that the number of Special Education designations is not indicative of only new students to the district, but includes existing students recently identified.

B. AbEd targeted funding review– *Lisa McCullough*

A review on funding for both the South and the North was presented. A projected deficit in the North due to declining enrollment between preliminary budget projections and actual budget have been offset through unfilled staffing positions, to balance the budget.

6. ADJOURNMENT

Recommendation: **“THAT the meeting be adjourned.”**

MOVED/SECONDED

CARRIED

The meeting adjourned at 2:40pm.

---

Board Chair

---

Secretary-Treasurer