



BRANDON SCHOOL DIVISION

Finance Committee Minutes

Thursday, November 24, 2016 – 12:00 p.m.
Boardroom, Administration Office

Present: M. Sefton (Chair), L. Ross, K. Sumner
D. Labossiere, E. Jamora, M. Casavant

1. CALL TO ORDER

The Finance Committee Meeting was called to order at 12:10 p.m. by Committee Chair Mark Sefton.

2. APPROVAL OF AGENDA

The agenda was approved as circulated.

3. PREVIOUS COMMITTEE MINUTES FOR INFORMATION PURPOSES ONLY

The Minutes of October 20, 2016 were received as information.

4. COMMITTEE GOVERNANCE GOAL ITEMS

A. 2017-2018 Budget Process

The Stakeholder meeting minutes and Stakeholder Feedback forms were received as information.

5. OTHER COMMITTEE GOVERNANCE MATTERS

A. RFI – 21st Century Skills/Strategic Plan Alignment

Dr. Casavant, Superintendent/CEO, spoke to his memo regarding this item. He provided background information and highlighted the following phases from the Proposal submitted by IBM Canada Limited:

- Phase I
 - Review the structure and services of the Management and Information Systems Technology (MIST) Department.
- Phase II
 - Review the effective use of technology as it supports instruction and learning within both the classroom and administrative environments.
- Phase III
 - The outcomes of Phase I and Phase II will result in a process being used to create a plan for leveraging technology to support our Continuous Improvement Plan.

Dr. Casavant added that Senior Administration would like to have a plan in place for June 2017.

Trustees asked questions for clarification.

The Committee approved the recommendation as submitted.

Recommendation

That the Proposal from IBM Canada Ltd in the amount of \$103,000 (plus applicable taxes) to conduct a 21st Century Skills - Strategic Plan Alignment Review funded through the 2016-2017 Operating Budget be accepted.

B. Confirm Payments of Account (October)

The payments of account for the month of October were provided for information.

Mr. Labossiere provided information and answered Trustee questions.

The reports were accepted as circulated.

C. Review Monthly Reports (October)

Mr. Labossiere reviewed the revenue and expenses and answered Trustee questions.

The reports for the month of October were accepted as circulated.

6. OPERATIONS INFORMATION

7. NEXT REGULAR MEETING: Thursday, December 8, 2016, 12:30 p.m., Boardroom

The meeting adjourned at 1:06 p.m.

Respectfully submitted,

M. Sefton (Chair)

L. Ross

K. Sumner

J. Murray (Alternate)