



BRANDON SCHOOL DIVISION

Finance Committee Minutes

Thursday, March 26, 2015, 10:30 a.m.
Boardroom, Administration Office

Present: M. Sefton, L. Ross, K. Sumner, D. Labossiere, E. Jamora.

Regrets: Dr. D. Michaels.

1. CALL TO ORDER:

The Finance Committee Meeting was called to order at 10:33 a.m. by Committee Chair Kevan Sumner.

2. APPROVAL OF AGENDA

Secretary-Treasurer, Denis Labossiere, added 1 In-camera item under review of monthly reports and 1 item under Operations Information.

The Finance Committee Agenda was approved as amended.

3. REVIEW OF COMMITTEE MINUTES

The minutes of the Committee meetings held on January 15 and January 26, 2015 were received as information.

4. COMMITTEE GOVERNANCE GOAL ITEMS

A) 2015-2016 Budget Process

A review of the Budget Process took place. Mr. Labossiere noted that the timing was tight between the Preliminary Budget Presentation and the January funding announcement from the Province. Mr. Labossiere suggested that the Capital and Maintenance per capita school allocation and division maintenance allocation be revisited next fall. Trustees agreed that they liked the process this year, where the budget is presented after the provincial funding announcement. Meetings with the public were discussed. The public is provided an opportunity before and after the budget to make presentations and speak to the Board. Trustee Sefton also noted that more people were in attendance at the BSD Budget Consultation than any other school division.

Discussions were held on surveys. Trustee Sumner spoke of a session he attended at the NSBA (National School Boards' Association) Convention in March 2015; the topic of the workshop was *Internal Crowdsourcing Software*.

Mr. Labossiere asked for feedback on the Summaries for budget requests. Trustee Sumner would like some supporting data and stats around requests (eg. waiting lists for schools). He wants it to be clearly communicated that we want to push further in the direction of database decision making and he would like to find a better way of engaging the public. Trustee Sefton noted that he liked the new format and that this was the best year so far in regards to the Budget process.

Mr. Labossiere noted that he appreciated the effort and teamwork of his staff, Senior Administration and the Board during the budget process. He noted that the Board was presented with more options for major capital expenditures this year to make the budget

more sustainable and he indicated the importance of putting funds in reserves for future capital projects to improve sustainability with future budgets.

The Committee reviewed the dates as per Policy 3001 and determined the budget dates for the 2016-2017 budget.

The Board Meetings in March 2016 were discussed and due to timing of the Special Levy requirement to municipalities, it was suggested that the 2016 Regular Board Meetings in March be changed, with Board Approval, to March 7 and March 21 instead of March 14 and March 28.

Recommendations:

- a) That the proposed budget dates for the 2016/2017 budget deliberations be as follows:
- | | |
|------------------------------|--|
| Wednesday, February 3, 2016 | Special Board Meeting (Preliminary Budget) |
| Wednesday, February 10, 2016 | Public Budget Consultation Forum |
| Tuesday, February 16, 2016 | All-Day Budget Meeting |
| Monday, February 29, 2016 | Special Board Meeting – Public Presentations |
| Monday, March 7, 2016 | Final Budget Approval |
- b) That the dates for the Regular Board Meetings in March 2016 be changed from the 2nd and 4th Monday of the month, to the 1st and 3rd Monday of the month.

5. OTHER COMMITTEE GOVERNANCE GOAL ITEMS

A) Confirm Payments of Account (January and February)

The Secretary-Treasurer reviewed the monthly reports for January and February with Trustees asking questions for clarification. The reports were accepted.

B) Review Monthly Reports (January and February)

The Secretary-Treasurer reviewed the monthly reports for January and February with Trustees asking questions for clarification. The reports were accepted.

The Secretary-Treasurer spoke to an In-camera matter and answered Trustee inquiries.

6. OPERATIONS INFORMATION

The Secretary-Treasurer spoke to an In-camera operations matter.

7. NEXT REGULAR MEETING: Thursday, April 16, 2015, 10:30 a.m., Boardroom.

The meeting adjourned at 12:25 p.m.

Respectfully submitted,

K. Sumner (Chairperson)

L. Ross

M. Sefton

P. Bartlette (Alternate)