



"Accepting the Challenge"

# Finance Committee Minutes

Monday, November 16, 2009 – 10:00 a.m.  
Board Room, Administration Office

Present: B. Mayes, Chairperson, G. Buri, Dr. D. Michaels, G. Barnes,  
K. Zabowski

Regrets: R. Coey, L. Ross (alternate)

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## 1. CALL TO ORDER:

The Finance Committee Meeting was called to order at 10:25 a.m. by Committee Chairperson, Mr. Mayes.

## 2. APPROVAL OF AGENDA

The Finance Committee Agenda was amended to include information regarding the possible need for additional Educational Assistants and EAL Resources as well as possible increased election costs.

## 3. COMMITTEE GOVERNANCE GOAL ITEMS

### A) 10/11 BUDGET PREPARATIONS

The Committee reviewed the notes from the stakeholder meetings held to date, including CUPE Executive, Group Parent Council and Out-of-Scope representatives. As well, the Committee reviewed the proposed enhancements from the Education and Workplace Safety and Health Committees. It was noted that reductions and/or reallocations had not been brought forward at any of the meetings and Senior Administration asked for direction regarding reductions or reallocations from the Committee. It was noted all enhancement requests will be brought forth to the December Finance Committee Meeting.

## 4. OTHER COMMITTEE GOVERNANCE GOAL ITEMS

### A) Confirm Payments of Account (July, August, September, October)

The Payment of Accounts for July, August, September and October circulated to the Committee were reviewed. Trustees asked questions for clarification purposes. It was agreed to accept the list of accounts as circulated.

### B) Review Monthly Reports (October)

Assistant Secretary-Treasurer, Mr. Zabowski, reviewed the monthly financial reports as circulated. Trustee inquiries were responded to regarding over and under expenditures. It was agreed to accept the reports as circulated.

## 5. OPERATIONS INFORMATION

- Alexander AM Bussing summary was reviewed. It was noted there was a \$7,000 overexpenditure in this area.
- Mr. Barnes, Secretary-Treasurer, confirmed that the rent had been collected from Sioux Valley for Fleming School up to and including November. He also confirmed that all outstanding fees had been paid to the end of the term. Mr. Barnes noted the First Nations had now been billed for the fall term. He noted there was still an outstanding account with Popular River and Mosakahiken who currently did not have students in the Division.
- Equalization Support/Education Support Levy for the 2008 Taxation Year was received as information.

- Mr. Barnes, Secretary-Treasurer noted Senior Administration was awaiting final costing for the Connectivity Report. He confirmed the report would be going to Senior Administration for review on Friday, November 20, 2009. The Committee agreed to have the Report go straight to the Board of Trustees for full Board review at a Special Meeting to be held on Monday, November 20, 2009 with a decision to be made in either December or January.
- Mr. Barnes, Secretary-Treasurer advised that the City of Brandon would be using voting machines during the next election. He confirmed this will be a major additional cost to the election budget. The Brandon School Division pays 30% of the election costs and the increase due to the voting machines will mean the Division will go over in the budgeted election costs.
- Superintendent, Dr. Michaels noted that 86% of the EA budget has been allocated to date to meet high risk needs. She and Mr. Malazdrewicz, Associate Superintendent, are working on a report that will be presented at the next Committee meeting regarding additional staffing requirements. She also confirmed that they are reviewing the best approach to the EAL situation in the four schools which need help.

6. **NEXT REGULAR MEETING: Monday, December 21, 2009, 10:00 a.m.**

The meeting adjourned at 11:15 a.m.

Respectfully submitted,

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B. Mayes, Chair

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G. Buri

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R. Coey

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L. Ross (alternate)