



BRANDON SCHOOL DIVISION

Finance Committee Minutes

Monday, November 25, 2013, 2:00 p.m.
Board Room, Administration Office

Present: K. Sumner (Chairperson), L. Ross, M. Sefton, Dr. D. Michaels
(exited at 2:10 p.m.) D. Labossiere, K. Boklaschuk (exited at 2:30
p.m.).

1. CALL TO ORDER:

The Finance Committee Meeting was called to order at 2:06 p.m. by Committee Chairperson, Mr. Kevan Sumner.

2. APPROVAL OF AGENDA

The Secretary-Treasurer requested the addition of one item under "Operations Information". The Finance Committee Agenda was approved as amended.

3. REVIEW OF COMMITTEE MINUTES

The Minutes of the Committee meeting held November 12, 2013 were received as information.

4. COMMITTEE GOVERNANCE GOAL ITEMS

A) 2014-2015 Budget Process

The Committee reviewed and discussed the four stakeholder meetings held with respect to the 2014-2015 Budget. Conversations were had regarding the value of holding the stakeholder meetings before or after the January funding announcement. It was agreed the time frame to hold all stakeholder meetings following the January funding announcement was too tight. It was also felt stakeholders needed to be able to provide input into the budget process in general and not just the final budget.

The Committee discussed the request from Trustee Kruck regarding expansion of the High School Anti-bullying forum to provide the opportunity for the remaining students in the Division to participate. The previous request and cost provided to the Board of Trustees through the May, 2013 Report of Senior Administration was reviewed. It was noted by the Committee that the Board of Trustees, through unanimous agreement of motions 119/2013 and 120/2013, had provided Senior Administration with direction to prepare a status quo budget without any additions for the 2014-2015 budget. It was further noted that the issue of bullying in the schools cannot be fixed by providing money for a onetime event, but rather required constant education to change societal and cultural views. The Division has several programs and initiatives in place to address the issue of bullying and will continue to address this issue through these programs and initiatives.

Trustee Ross asked if the Board of Trustees had discussed the possibility of meeting with the Minister of Education prior to the funding announcement in January. It was agreed this matter would be raised with the Board of Trustees at their regular meeting on November 25, 2013.

Superintendent, Dr. Michaels reminded the Committee that this budget will look very different from previous budgets based on the directions provided by the Board of Trustees through motions 119/2013 and 120/2013. She reiterated that Senior Administration will not be bringing forth any enhancements, as directed by the Board of Trustees. Senior Administration's advice to the Finance Committee was to bring forth a separate document to the Board of Trustees with Trustee requests should there be any.

5. OTHER COMMITTEE GOVERNANCE GOAL ITEMS

A) Confirm Payments of Account (October)

The Secretary-Treasurer answered Trustee questions regarding accounts. The payments of account for October were accepted.

B) Review Monthly Reports (September and October)

The Secretary-Treasurer reviewed the monthly reports for September and October. He noted the PSFB advance transfers were missing from the reports at the time the agenda had been posted; however, those transfers have since been added. Trustees asked questions for clarification. The reports were accepted.

6. OPERATIONS INFORMATION

The Secretary-Treasurer distributed information regarding the publishing of the annual audit in the Brandon Sun. He noted that the cost to advertise in the newspaper had been over \$1,100 in 2012. New this year, the Audited Financial Statements, along with Financial Summaries, are available for viewing on the Division website. He had spoken with representatives of the Public Schools Finance Branch regarding the requirements of The Public Schools Act and whether or not Financial Summaries needed to be included both in the local paper and on the website. He confirmed that the Public Schools Finance Branch had stated it was up to each individual Board. Discussions were held regarding the cost savings with respect to cutting back on the size of the ad placed in the local paper. It was agreed a small ad would be placed in the local paper with a link to the Audited Financial Statements on the Brandon School Division website. The link would also be posted on Twitter and eBrandon.

7. NEXT REGULAR MEETING: Monday, December 16, 2:00 p.m., Board Room.

The meeting adjourned at 2:50 p.m.

Respectfully submitted,

K. Sumner (Chairperson)

L. Ross

M. Sefton

P. Bartlette (Alternate)