



"Accepting the Challenge"

Finance Committee Minutes

Thursday, January 13 – 2:00 p.m.
Conference Room, Administration Office

Present: L. Ross, Chairperson, M. Sefton, M. Snelling, Dr. D. Michaels,
G. Barnes, K. Zabowski.

1. CALL TO ORDER:

The Finance Committee Meeting was called to order at 2:15 p.m. by the Committee Chairperson, Dr. Ross.

3. APPROVAL OF AGENDA

The Finance Committee Agenda was approved as circulated.

4. COMMITTEE GOVERNANCE GOAL ITEMS

NIL

5. OTHER COMMITTEE GOVERNANCE GOAL ITEMS

A) Review of Committee Minutes

The Committee reviewed the Minutes of December 9, 2010.

B) 2011/2012 Budget Deliberations

The Committee reviewed the proposed agenda and questionnaire for the 2011/2012 Budget Consultation to be held on February 2, 2011. It was noted that a location had yet to be determined. The Committee agreed to the proposed agenda, however, they requested the questionnaire be revised to ask stakeholders to pick the ten enhancements they feel most strongly for or against.

The Committee also reviewed and discussed the proposed budget sustainability requests. It was noted that Senior Administration had prioritized their requests. Trustees asked Senior Administration to list their top four priorities from the proposed enhancement list of forty-five. Mr. Barnes, Secretary-Treasurer, noted the proposed budget sustainability requests together with background information and the proposed capital and maintenance budget would be provided to the Board of Trustees at their Special Board Meeting to be held on January 17, 2011. It was confirmed that this Board meeting was an information meeting only and no debate or decisions would be made at that meeting. The Secretary-Treasurer also addressed the enhancement with respect to Diversified Mobile Computing and the Board's past budget decisions in this area noting he would be speaking at the Board table regarding the changes in direction with respect to this budget item. He also noted he would be suggesting that the computer infrastructure at Crocus Plains come from surplus as it is a one-time budget item. Superintendent, Dr. Michaels, referenced discussions held at the Board's Governance Goal Setting session regarding needs based assessment and its impact on future budgets.

The Secretary-Treasurer circulated the Capital and Maintenance Budget Summary and spoke to it, answering Trustee questions for clarification.

C) **Confirm Payments of Account (December)**

The payment of accounts for December circulated to the Committee were reviewed and accepted.

D) **Review Monthly Reports (December)**

The monthly report for December circulated to the Committee was noted. The financial report was accepted. A copy of the December 2010 Financial Statement Review has been attached to the minutes as Appendix "A".

E) **Review of Resources Needed**

Superintendent, Dr. Michaels, reviewed the request from Senior Administration regarding additional resources required as follows:

a) Additional AEP allocations (equivalent of 5 EA positions)	\$57,800.00
b) Speech-Language Intervention (equivalent of 2 EA positions)	23,100.00
c) EAL Enrollment Growth (equivalent of 5 EA positions)	57,800.00
d) EAL Enrollment Growth (equivalent of 3 FTE teachers)	106,200.00
e) Literacy Enhancements (equivalent of 1 EA)	11,500.00
f) Literacy Enhancements (equivalent of .75 FTE teacher)	26,500.00
g) SmartBoards for eight schools	<u>73,500.00</u>
TOTALS:	\$356,400.00

It was noted that the \$164,000 remaining in surplus could be applied to this request with the balance of the monies to come from monies underspent in teacher payroll for long term leave and maternity/parental leave. The Committee agreed to bring the matter to the Board for approval. A copy of the request from Senior Administration has been attached to the minutes as Appendix "B".

Recommendation:

That the amount of \$356,400 for additional teaching staff, educational assistants and SmartBoards to address appropriate educational programming, speech-language intervention, EAL enrolment growth, literacy enhancements and SmartBoards as presented at the January 13, 2011 Finance Committee Meeting be approved; and further that the expenditures be funded from the 2010/2011 increase in the Provincial Enrolment Change Grant and underexpenditures in teacher salaries for long term sick leave and maternity/parental leave.

5. OPERATIONS INFORMATION

NIL

6. NEXT REGULAR MEETING: Thursday, February 10, 2011, 2:00 p.m., Board Room.

The meeting adjourned at 3:30 p.m.

Respectfully submitted,

L. Ross (Chairperson)

M. Sefton

M. Snelling

P. Bartlette (Alternate)