



BRANDON SCHOOL DIVISION

Finance Committee Minutes

Monday, January 27, 2014, 2:00 p.m.
Board Room, Administration Office

Present: K. Sumner (Chairperson), M. Sefton, Dr. D. Michaels,
D. Labossiere, E. Jamora

Regrets: L. Ross

1. CALL TO ORDER:

The Finance Committee Meeting was called to order at 2:10 p.m. by Committee Chairperson, Mr. Kevan Sumner.

2. APPROVAL OF AGENDA

The Secretary-Treasurer requested the addition of one item under discussions regarding the 2014-2015 operating budget, with respect to a possible increase in MSBA fees. The Finance Committee Agenda was approved as amended.

3. REVIEW OF COMMITTEE MINUTES

The Minutes of the Committee meeting held December 16, 2013 were received as information.

4. COMMITTEE GOVERNANCE GOAL ITEMS

A) 2014-2015 Budget Process

i) Request for Trustee Enhancement – G. Kruck - \$50,000 for anti-bullying:

The Finance Committee reviewed the enhancement request provided by Trustee Kruck. As the Board had provided clear direction that no enhancement requests were to be brought forward, the Committee felt they could not bring forth this enhancement request. However, as Trustee Kruck had followed procedure the Committee felt that as an individual Trustee, Mr. Kruck could be allowed to bring forth his request on budget day, February 18, 2014.

AGREED:

The Finance Committee chairperson would speak to Mr. Kruck, advising him that the Committee would not go against Board direction and bring forth his enhancement request. The chairperson would further advise Mr. Kruck that he could, as an individual trustee, bring forth his request on February 18, 2014 to the all-day budget deliberations.

ii) MSBA fee increase:

The Secretary-Treasurer and the Superintendent advised the Committee about discussions which had taken place at the MSBA Regional meeting earlier in the day regarding a possible MSBA fee increase. Mr. Labossiere noted that he had budgeted for a 5.5% increase; however, given discussions which had taken place at the Region 1 meeting, he felt that there was a strong possibility of a 10% increase being approved at the MSBA Convention in March. He asked the Committee for permission to increase the proposed budget line from 5.5% to 10% for this item. The Committee discussed the pros and cons of belonging to the MSBA. Trustee Sumner inquired about the process to be followed should a Division wish to withdraw from MSBA. Senior Administration noted that the smaller divisions do see more advantages in belonging to MSBA; however, the Brandon School Division benefits from MSBA with respect to insurance coverage and collective bargaining. Superintendent, Dr. Michaels, recommended the Board be clear with the public as to what benefits the Board does receive by belonging to MSBA in order to provide accountability and transparency to the taxpayers.

AGREED:

The Secretary-Treasurer will increase the budget line, with respect to MSBA membership fees, by 10%.

5. OTHER COMMITTEE GOVERNANCE GOAL ITEMS

A) Renewal of Banking Services

The Secretary-Treasurer provided information regarding the renewal of banking services for a further three years. He spoke to the history of the tender regarding this matter and the benefits the Division receives through the extension as it relates to interest. He brought the matter forth as information for the committee and recommended extending the banking services for a further three years.

Discussions were held regarding Policy 3005 – “Banking Procedures”. It was agreed this policy would be brought back to the agenda in April for the Committee to discuss and review in detail.

AGREED:

The Committee agreed to extend the banking services of the current banking provider for an additional three years.

B) Confirm Payments of Account (December)

The payments of account for December were accepted. Trustees asked questions for clarification.

C) Review Monthly Reports (December)

The Secretary-Treasurer reviewed the monthly reports for December. The reports were accepted.

D) Reconciliation of teaching staff

The Secretary-Treasurer spoke to the reconciliation of teaching staff (Appendix “A”), attached to the agenda. He noted there was no change in December teacher staffing from the previous report.

6. **OPERATIONS INFORMATION**

7. **NEXT REGULAR MEETING: Monday, February 24, 2014, 2:00 p.m., Board Room.**

The meeting adjourned at 3:10 p.m.

Respectfully submitted,

K. Sumner (Chairperson)

L. Ross

M. Sefton

P. Bartlette (Alternate)

Appendix "A"

2013/2014 Teacher Staffing Report December 2013

		Balance
2013/14 Approved Teacher FTE		665.67
Assigned Teachers	670.64	
Teacher Vacancies that will not be filled	(0.93)	
Learning to 18 Grant	(0.50)	
EA transfers (R.H./Neelin)	(0.50)	
Policy 5026 - Respectful Workplace	(1.00)	
Workplace Health & Safety/Acommodated Returns (unbudgeted)	(1.50)	666.22
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Difference in Teacher FTE		0.55
Fall Adjustments		
Estimated Enrolment shortfall (83.4 Students/13.03 ratio)	6.40	
Short Term Supports:		
Betty Gibson	0.10	
Earl Oxford	0.20	
Principal Interviewers	0.10	6.80
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Add back Workplace Health & Safety /Acommodated Returns		1.50
Total Teacher FTE over budget		<hr/> <hr/> 8.85