



SD69 QUALICUM

Finance & Operations Committee of the Whole Report
Monday, October 15, 2019
Forum - PCTC
10:30 a.m.

Mandate:

To discuss and make recommendations to the board on financial matters and matters pertaining to facilities, maintenance, technology and transportation.

Attendees:

Trustees Flynn (Chair), Kurland, Young, Austin, and Godfrey
Keven Elder, Superintendent of Schools
Ron Amos, Secretary Treasurer
Chris Dempster, General Manager of Operations
Gillian Wilson, Associate Superintendent of Schools
Lesley Rowan, QDPVPA Representative
Debbie Comer, MATA Representative
Andrea Button, DPAC Representative

Presentations:

None

Items Discussed:

- Project Updates – Staff provided updates on the various projects being rolled out in the district including:
 - Copier Replacement – most elementary and department sites have new units up and running, secondary schools will be completed in the next couple weeks. Seems to have gone well as staff has been trained with the new fobs and students can also log in to units to produce their printed work
 - PowerSchool(Atrieve) Roll Out - now in its second week of rollout for all staff to record their own absences; training went smoothly as trainers were able to go from site to site, giving staff an opportunity to see the new process. Some additional training still to be done
 - Capital – sprinkler installation at Qualicum Commons is now complete; Bowser playground is installed with some additional work on the surrounding area.
 - Solar – panels are installed at Nanoose Bay Elementary and are operational
- October Enrolment Update
 - Secretary Treasurer Amos reported that the September 30th student count has now been submitted, noting that these are still preliminary numbers subject to change due to the verification process with the Ministry. Reviewing the enrollment summary, he noted that enrolment is up approximately 60 FTE over projections, adding that elementary numbers were as projected and the growth is at the secondary schools. Associate Superintendent Wilson shared that, with the growth in enrolment and unique student needs, additional staff is being resourced to meet the staffing needs.

- Quarterly Financial Summary
 - Secretary Treasurer Amos provided the first quarters financial summary, up to September 30, reviewing the revenues and expenditures as compared to the budget and to the same period one year ago. He reminded attendees that some expenditures track to a 10-month educational year while others track to a 12-month operational year. Also provided were financial summaries for capital projects and special purpose funds.
 - A report summarizing the international program and the rental properties led to a discussion on the relative contributions of these programs to the whole organization.

- Daycare Modulars
 - Secretary Treasurer Amos updated the Committee with information that staff was preparing an application to submit for Childcare Capital funding. Staff has had discussions on the organizational support for possible child care programs and will be updating the Board throughout the process.

- Ballenas Track Steering Committee Update
 - Superintendent Elder provided on update on the work to date. The Task Force will be finalized in the next couple of weeks.

Recommendations to the Board:

None

Future Items (*dated as possible*):

None

Next Meeting Date/Location:

- Monday, November 18th at 10:30
Library of Qualicum Commons (note change to location)