



**Finance & Operations Committee of the Whole Report**  
**Monday, September 14, 2020**  
**VIA ZOOM**  
**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.*

**Acknowledgement of Traditional Territories**

**Presentation:**

None

**Project Updates:**

- **Oceanside Community Track (at Ballenas) Project Update**  
Superintendent Elder shared that RDN OSC deferred their motion on funding support until the fall, so will likely be considered at their next meeting. Nothing further to report on fundraising as the COVID response by various levels of government has shifted their priorities.
- **Arrowview Elementary Child Care Space**  
Chris Dempster, General Manager of Operations, provided a status report of the progress to date on this project. Ministry signage is forthcoming and work continues on legal surveys and permits.

**Items for Discussion**

- **2020/2021 Funding & Enrolment Update**  
Associate Superintendent Wilson shared that enrolment is still shaking out but schools are cautiously optimistic that the early projections will be met. CEAP enrolment is higher as some families look for alternates to in class instruction. It's still too early to tell how the numbers will convert to FTE and therefore operating grants, but conservative staffing is allowing responses as necessary. Secretary Treasurer Amos shared information on the Provincial and Federal Safe Return to School funds.
- **2019/2020 Financial Statements**  
Secretary Treasurer Amos reviewed the financial summary. It was noted that the District did not use the appropriated surplus and actually finished with a small surplus. The FSDA that was included is intended to be read along with the Financial Statements which will be presented next week at the Regular Board meeting.
- **CUPEBC Seamless Care Proposal**  
Trustee Austin introduced this proposal and spoke in support of the District doing what it could to consider its possibilities. General discussion on what the District is doing now and the work of ELCCO. It was determined that more information is needed on this proposal.

### **Items for Discussion Continued:**

- **Class Size Costing**  
Trustee Austin provided background to this item and asked if there was a need for staff to provide estimates on the costs related to reducing class sizes. Discussion on what would be the parameters to such a request of staff and the merits in the information if it were provided. An example was provided that if class size were reduced by half, then double the classrooms would be required and double the teaching staff; other capital implications would follow. In the interests of time, it was determined to add this to the Committee's next agenda.

### **Recommendations to Board of Education**

No recommendations to come forward

### **Information Items**

- **Parksville Civic & Tech Center (PCTC) Agreement**  
Secretary Treasurer Amos shared with the committee on work done by the partners this summer to revise this agreement. The agreement was updated to include a joint committee setup to discuss ongoing issues and to better coordinate initiatives of a mutual nature, for example, use of foyer and art installations. The agreement was also updated to include a better defining of work done on the facility and some removal of old and redundant language.
- **District Flu Vaccinations Motion to Board**  
It was shared that the annual request for Board support of Flu vaccinations would be coming to the next Regular Board meeting. It was noted that there will likely be a higher demand for the shots this year given the times.
- It was asked that for future meetings the COVID related costs be shared with the Committee. In light of the additional reporting requested from the Ministry this will not be a problem.

### **Next Meeting Date/Location:**

- Monday, October 19 at 10:30, via Zoom