



Yath ćisum
Always growing
Grandissons ensemble

**Qualicum School District
Finance & Operations Committee of the Whole Report
Monday, January 15, 2024
Via Video Conferencing
10:30 a.m.**

Facilitator: Trustee Elaine Young

We would like to give thanks and acknowledge that the lands on which we work and learn are on the shared traditional territory of the Qualicum and Snaw-Naw-As (Nanoose) First Nations People.

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

1. ACKNOWLEDGEMENT OF TRADITIONAL TERRITORIES

2. PRESENTATIONS (10 MINUTES)

a. BC Hydro

Josh Munro, District Energy Specialist, was introduced as the BC Hydro Clean Energy advisor that works with smaller school districts to support them in their clean energy initiatives and targets. It was shared that since 2009 larger school districts were accessing the program for Energy Manager's but smaller districts were left behind. This new program provides districts with the data to support business case decisions to address the Minor capital submission for SEP and CNCP projects and to establish priorities over multiple years. For example, replacements of HVAC circulations pumps with more efficient systems not only come with additional BC Hydro grants but also reduce energy costs. The BC School Trustees Association (BCSTA) Climate Change report was discussed as offering how other districts have tackled reducing carbon emissions and as providing a good compilation of best practices for school districts to consider.

3. PROJECT UPDATES

a. Oceanside Community Track

Director of Operations Munro provided an update of the timelines for which the project will proceed. The Request for Proposal for contractors will go out the week of January 22, 2024 so that contractors can be confirmed in February. Priority for the project will be for the track area with the understanding that field events would be dealt with once the track is completed. Items such as the long jump pits will need to be moved but won't be settled on until late Fall. The District Resource Centre portables are scheduled to be moved in March to allow for access of heavier equipment once the excavation work begins.

There was some discussion on the project's impact on the football season; both Ballenas Whalers and Oceanside Lions football will work with the Operations Department to find alternate training fields in the meantime.

b. False Bay School

Director of Operations Munro shared that planning work continues with additional geotechnical work and surveys. The burden of the work has been to justify the project to move from a seismic retrofit to a replacement project. With the report now being written by the consultants, it is anticipated that it will be ready for submission to the

Ministry in March. A False Bay School community meeting is being planned in order to share information with parents on the current status of the project.

4. ITEMS FOR DISCUSSION

a. Amended and Annual Budget Development

Secretary Treasurer Amos introduced the budget discussion by highlighting that January each year deals with the closing out of the current budget planning year and the shift in focus to planning for next year's budget. It was noted that while the budget schedule includes surveys and meetings for public and partner group input beginning in February, enrolment and staffing needs are starting to be developed in January.

5. INFORMATION ITEM(S)

a. 2023-2024 Amended Budget Recommendation

Secretary Treasurer Amos shared and provided information on the items that are being recommended for inclusion in the amended budget. It was noted that the additional operating grant is allowing senior staff to address some spending pressures, add new staff, and return some budget items that have been reduced in past years. The budget documents and summaries will be included the Regular Board Meeting agenda package along with the required Board motion.

b. Q2 Financial Summary, as of December 31, 2023

Secretary Treasurer Amos reviewed the financial summary as presented, highlighting that the district is generally within expectations for costs, but some year over year comparators are off slightly due to the timing of last year's pay out of retroactive adjustments in December for teachers and in January for support staff. Substitute and benefit costs continue to be a cost pressure and will need to be reviewed for the 2024-25 Annual Budget discussions.

6. ITEMS FOR RECOMMENDATION TO THE BOARD

a. 2023-2024 Amended Budget recommendations were received and supported to be moved forward to the Regular Board meeting for Board decision and approval.

7. FUTURE TOPICS

a. Long Range Facility Plan

8. NEXT MEETING DATE:

Tuesday, February 20, 2024 at 10:30 via video conferencing
(shifted to Tuesday due to the Family Day Monday)

9. ADJOURNMENT