



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

Yath ísum
Always growing
Grandissons ensemble

Facilitator: Trustee Carol Kellogg

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, facilities, maintenance, technology and transportation matters with a view to environmental sustainability.*

1. PRESENTATIONS (10 MINUTES)

None

2. PROJECT UPDATES

a. Oceanside Community Track

Director of Operations Munro provided an update of the Track project indicating work on the rubberized surface has been held up due to the weather slowing down the installation. The community has provided enormous support to the company doing the installation with meals and accommodation in order to do the work within budget, but the weather has forced them to shut down for the season. The final rubberized coat will be installed in the spring along with the grass/hydro seeding of the infield. It was shared that the track was always intended to be closed for this winter season to allow the grass to develop and to keep the surface free of dirt and mud while the turf grows in.

b. False Bay Elementary replacement

Director of Operations Munro shared that the final project report for the False Bay School replacement has been submitted and it is hoped that the Ministry will be in the position to approve the project in the coming months. The submission includes additional space for a shared gymnasium and multipurpose room for school and community events and includes additional meeting/break out rooms for the staff and students. The submission also includes an additional request to have the teacherages replaced along with the school. Once the project is approved further school and community engagement will occur to communicate construction schedules and any other additional information that could arise.

3. ITEMS FOR DISCUSSION

a. Craig Street and Qualicum Commons Properties

Secretary Treasurer Amos provided an update on the responses received from the public notice request for input on the future use of the two properties. The responses were varied and included suggestions to sell off the properties, work with local government to provide recreational facilities, or keep and invest in them for community needs. The majority of the responses were in support of the Oceanside Community Group's proposal to take over and run both sites as community-led property managers. The Board will review all proposals received, a staff report will be presented to the Board at its October Board Meeting and, at its November Board Meeting, the Board will make a decision as to what will happen with the two properties.

5. INFORMATION ITEM(S)**a. September 30 Enrolment Summary**

Secretary Treasurer Amos reported that the September Enrolment Snapshot has been submitted to the Ministry, with the Echo review to be done in the next week. As reported at the September Board Meeting, overall enrolment numbers are down. Particularly, the elementary school numbers are below projections by 50 students; however, secondary are slightly higher, resulting in an overall decline of 48 students. This decline, along with the previously reported loss of students with special needs designations, will mean that operating revenues will be lower than budgeted. The budget reductions announced in September anticipated this revenue decline; therefore, the amended budget will likely be balanced, once most of the revenues are confirmed. It was shared that this decline is similar to what other school districts are reporting and will need to be considered in developing the district's enrolment projections for future forecasts and budgets.

b. Q1 Financial Summary

Assistant Secretary Treasurer Hung reviewed the 1st quarter summary with the Committee noting that most expenses are where they should be at this time of year. Some areas continue to be monitored such as replacement costs and supply costs. There are also some known revenues that are yet to be realized and will be included in the amended budget process in early January.

c. Multi-Year Financial Report

Secretary Treasurer Amos provided a walk-through of a multi-year financial report that is being recommended by the Ministry as part of the annual report out to the public. The document is part of an effort to provide greater transparency and accountability to stakeholders with regards to the development of financial processes and reporting. It will be shared publicly at the October Regular Board meeting and will be posted along with other financial documents.

d. Transportation Routing Software

Director of Operations Munro shared some of the work in developing new transportation routes with the help of the new software. He highlighted that with 1900 registered riders, the routes are now more efficient resulting in an average of 15 minutes less in ride time for most riders. Pickup/drop-off zones have been reviewed for better safety and effectiveness, and now that the drivers have Tablets, they can ensure who is on the bus at any time.

6. ITEMS FOR RECOMMENDATION TO THE BOARD**a. 2024-2027 Financial Plan for receipt as presented****7. FUTURE TOPICS****a. Statement of Financial Information****b. Updates on Other Capital Projects****8. NEXT MEETING DATE:**

Tuesday, November 18, 2024 at 10:30 via video conferencing

9. ADJOURNMENT