



SPECIAL BUDGET BOARD MEETING MINUTES

TUESDAY, APRIL 16, 2019

THE FORUM

6:00 pm

PARKSVILLE CIVIC & TECHNOLOGY CENTRE

ATTENDEES

Trustees

Eve Flynn	Chairperson
Julie Austin	Vice Chairperson
Laura Godfrey	Trustee
Barry Kurland	Trustee
Elaine Young	Trustee

Administration

Keven Elder	Interim Superintendent of Schools
Ron Amos	Secretary Treasurer
Gillian Wilson	Associate Superintendent
Ryan Hung	Assistant Secretary Treasurer
Chris Dempster	General Manager of Operations
Karin Hergt	Executive Assistant (Recording Secretary)

Education Partners

Mount Arrowsmith Teachers' Association (MATA)
District Parents Advisory council (DPAC)

1. CALL TO ORDER

Chair Flynn called the Special Budget Board Meeting to order at 6:00 p.m.

2. ACKNOWLEDGEMENT OF TRADITIONAL TERRITORY

Chair Flynn acknowledged that the Board was meeting on the traditional territory of the Qualicum and Nanoose First Nations and expressed thanks for the two First Nations for sharing their shared territories with the Board.

3. 2019/20 BUDGET OVERVIEW

• Ministry Revenue Sources

Secretary Treasurer Amos reviewed the sources of income for the three types of funds which make up the annual budget from which the Board works: Operating (which includes supplemental funding), special purpose and capital.

He explained that enrolment projections are not expected to change substantially from last year to this year; however, they will generate \$178,722 more this year now that the District is no longer in funding protection. The government has also allocated more money in the area of supplemental funding and introduced a grant to support districts with the increased health tax costs, resulting in a net gain of \$1,019,620 to the District.

Secretary Treasurer Amos then reviewed each of the funds and the areas to which the funds are allocated within the budget as well as how staff determine the use of funds which do not come with any caveat.

He then reviewed the main expenditures of the District noting that the bulk of the funding is against staffing and benefits after which he identified the necessary adjustments that were required in the 2019/20 annual budget development.

Revenues vs. expenditures have resulted in a net gain of approximately \$357,000 to work with to maintain a balanced budget.

- **Budget Themes/Considerations**

Associate Superintendent Wilson then reviewed the budget development process undertaken to develop the 2019/20 budget which consisted of two table groups of attendees, both of which included members of the local teachers' and support staff unions, the district parent advisory council, students and administrators. She outlined all the points that were provided through conversations and then compared the competing priorities of the two groups. She then presented the common themes that were identified as budget priorities.

Associate Superintendent Wilson took the Board on a look back at areas identified as priorities by attendees of the budget sessions on which the District is already focussed. She then presented the additional areas of support that were requested by the two groups, noting the budget implications or adjustments that would be required to accommodate those requests.

- **2019/20 Proposed Annual Budget**

Secretary Treasurer Amos advised that the 'asks' totaled \$432,000 compared to the available funds of \$356,846. He asked the Board to consider whether it wished to direct staff to find reductions in other areas or whether it would prefer to use \$75,154 of its operating surplus to balance the budget.

Senior staff then answered queries from trustees regarding the proposed budget. They also discussed some of the items identified during the budget sessions that were not included in the proposed budget and what the cost might be to the district if those were also included in the proposed budget.

4. **PUBLIC QUESTION PERIOD**

Trustees and senior administrators received comments and/or answered questions on the following:

- Increased supplemental funding for unique student needs
- Allocation of revenues realized from offshore tuition.
- Funding for the district's information technology wiring project which is in its 3rd year.
- Allocation of the ministry grant for health and wellness programs and equipment.
- Maintaining of the teachers mentorship program
- Supplemental funding for learning services/reading mentors
- Inclusion of student input.

Secretary Treasurer Amos then advised that, as staff were hearing no opposition to the proposed budget, he would create the annual budget based on the information presented. He noted that the budget would include a request to use operating surplus of \$75,154 as well as \$250,000 for the printer/copier program being articulated as a 'spend' and using the operating surplus for that amount.

Senior staff noted that trustees desired additional information regarding a dedicated bus and driver for specialty and athletic programs and will do more research on that topic.

5. DATE OF NEXT REGULAR PUBLIC BOARD MEETING

Tuesday, April 23, 2019
The Forum, PCTC
7:00 p.m.

6. ADJOURNMENT

Trustee Godfrey moved to adjourn the meeting at 7:26 p.m.

original signed copy on file

CHAIRPERSON

SECRETARY TREASURER