



**The Board of Education of
School District No.5 (Southeast Kootenay)**

MINUTES - FINANCE/OPERATIONS/PERSONNEL COMMITTEE (PUBLIC)

**January 28, 2019, 12:30 p.m.
Cranbrook Board Office**

Committee Members in Attendance: Trustee Johns (Co-chair)
Trustee Kitt (Co-chair)
Trustee Bellina – by Zoom
Trustee Damstrom

Board/District Staff in Attendance: Trustee Ayling
Chairperson Lento
Trustee McPhee
Trustee Turner
Trustee Whalen
Superintendent, L. Hauptman
Secretary Treasurer, R. Norum
Director of Instruction/Human Resources, B. Reimer
Director of Student Learning/Aboriginal Education, J. Tichauer
Director of Student Learning and Innovation, D. Casault
District Principal/Student Services, D. Verbeurgt
District Principal/Technology, J. Roberts
Sandy Gronlund, Executive Assistant (Recorder)

1. COMMENCEMENT OF MEETING

1.1 Call to Order

The public Finance/Operations/Personnel Committee meeting of January 28, 2019 was called to order at 12:42 p.m. by Co-chair Johns.

1.2 Approval of the Agenda

The agenda of the public Finance/Operations/Personnel Committee meeting of January 28, 2019 was approved as circulated.

1.3 Approval of the Minutes

The minutes of the public Finance/Operations/Personnel Committee meeting of November 26, 2018 be approved as circulated.

2. BUSINESS ARISING FROM PREVIOUS MINUTES

Nil

3. DELEGATIONS/PRESENTATIONS

Nil

4. NEW BUSINESS

4.1 Budget Update

Mr. Norum reported that two readings were received by the Board of Education at the January 15, 2019 public meeting for the 2018-19 Amended Annual Budget. The third and final reading will be asked for at the February 12, 2019 Public meeting.

The 2019-20 Budget planning is well underway.

- Enrollment projections are the first item we look at by taking the current enrollment, move it forward and look at the Baragar projections.
- With these projections, we are up six students overall.
- School Administrators will be in the last week of February for budget meetings with Rob Norum and District Administration.
- Mr. Norum is meeting with each department at the Board Office this week to review their budget needs.

Mr. Norum distributed a memo to the Board reminding them of the 2019/2020 Budget Deliberations. Public is welcome on the following days to present or provide input in the 2019/20 budget.

Monday, February 25, 2019 – Cranbrook Fin/Ops Committee Meeting at 12:30 p.m.

Tuesday, March 12, 2019 – Fernie Learning Centre at 3:00 p.m.

The funding announcements from the Ministry Education will be made closer to Spring Break.

5. ITEMS FOR INFORMATION

5.1 District Occupational Health and Safety Committee Minutes

The City of Cranbrook has been working with School District 5 to look at some ideas to help with the congestion on the road in front of Gordon Terrace Elementary School with parking and school crosswalks to make it safer for the students.

Mr. Norum explained how the custodial time formula works throughout the schools. He will speak with the Principal at Frank J. Mitchell and look into the concerns of custodial time at the School.

5.2 Finance Report

Mr. Norum reviewed the report with the Board.

5.3 BCEM and ERAC Merger

The BC Education Marketplace (BCEM) has been beneficial by having other school districts join together to secure a better price for items such as custodial

supplies and bulk copy paper. They have made an announcement of a merge with (ERAC) Education Resource Acquisition Consortium from whom we currently purchase learning resources from. We are looking forward to continue working with them.

5.4 Travel Summary

Mr. Norum reviewed the staff Travel Summary with the Board.

5.5 Premier's Awards for Excellence in Education

Attached to the agenda for information.

The closing date for nominations is March 31, 2019.

6. QUESTION PERIOD

Nil

7. LATE ITEMS

Nil

8. ADJOURNMENT

The public Finance/Operations/Personnel Committee meeting of January 28, 2019 adjourned at 1:18 p.m.