



**The Board of Education of
School District No.5 (Southeast Kootenay)
MINUTES - FINANCE/OPERATIONS/PERSONNEL COMMITTEE (PUBLIC)**

**January 30, 2017, 12:00 p.m.
Board Office**

Committee Members in Attendance: Co-chair Trustee Helgesen
Trustee Bellina
Trustee Johns

Board/District Staff in Attendance: Trustee Ayling
Trustee Brown
Trustee McPhee
Trustee Whalen
Superintendent of Schools, 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
Recorder, Sandy Gronlund

Regrets: Chairperson Lento
Trustee Blumhagen

1. COMMENCEMENT OF MEETING

1.1 Call to Order

Co-chair Trustee Helgesen called the public Finance/Operations/Personnel Committee meeting of January 30, 2017 to order at 12:50 p.m. by.
This meeting is being held on the traditional lands of the Ktunaxa people.

1.2 Approval of the Agenda

The agenda of the public Finance/Operations/Personnel Committee meeting of January 30, 2017 is approved as circulated.

1.3 Approval of the Minutes

The minutes of the public Finance/Operations/Personnel Committee meeting of November 28, 2017 is approved as amended.

2. BUSINESS ARISING FROM PREVIOUS MINUTES

Nil

3. DELEGATIONS/PRESENTATIONS

Nil

4. NEW BUSINESS

4.1 2017/18 Budget Update

4.1.1 Enrolment Projection - September 2017

The 17/18 budget process is beginning. There are three main steps. The first step is projected number of students, then costing exercises, and third is determining the budget for next year. The draft enrolment projections have been sent to schools.

The expectation is for enrolment to increase a little in the next couple of years before we see a drop as per Baragar Planning Systems. All Grades with the exception of Kindergarten show an increase in enrolment for 17/18. The Board would like to see comparable information from Private Schools. Mr. Norum will share some historical data on Private Schools gathered from Baragar Planning Systems with the Board.

4.1.2 17/18 School Calendar

The school calendar is important for budgeting as it lays out the number of work days for support staff which will determine the cost of support staff for the year.

4.2 Transportation Grant

Information has been sent out to schools with an amount to help offset their costs. The amount given to each school from this grant is \$1000 plus \$10 per student. District Management did not look at the particulars of activities per school when allocating this grant money. The schools were grateful to receive the extra money.

4.3 Capital Projects Update

The contract to complete the HVAC Upgrade project at Jaffray School was awarded to Trainor Mechanical out of Nelson. A large portion of the project should be completion by the end of March 2017.

We are expecting an announcement in February regarding approval of some Capital projects on the list "17/18 Capital Plan Overview" from September 30, 2016.

5. ITEMS FOR INFORMATION

5.1 Safety Report

A Safety meeting was held on January 26th. The minutes from this meeting will be on the February meeting.

5.2 Finance Report

6. QUESTION PERIOD

Nil

7. ADJOURNMENT

The public Finance/Operations/Personnel Committee meeting of January 30, 2017 adjourned at 1:07 p.m.

8. LATE ITEMS

Priority Measures: Shelley Balfour, CFTA, reported that meetings are very positive.