



**Central Okanagan
Public Schools**

Together We Learn

CENTRAL OKANAGAN PUBLIC SCHOOLS - BOARD COMMITTEE REPORT

Finance and Audit Committee Meeting

Public Meeting

Wednesday, April 17, 2024, 4:00 pm

School Board Office

1040 Hollywood Road S

Kelowna, BC

Board of Education: Trustee W. Broughton, Chair
Trustee V. Johnson, Committee Member
Trustee L. Guderyan, Committee Member
Trustee C. Desrosiers
Trustee A. Geistlinger
Trustee L. Tiede

Staff Delta Carmichael, Secretary-Treasurer/CFO
Kate Cumming, Assistant Secretary-Treasurer
Kevin Kaardal, Superintendent of Schools/CEO
Terry Beaudry, Deputy Superintendent of Schools
Lise Bradshaw, Executive Assistant (Recorder)

Absent: Kirsten Nugent, Finance Manager

Partner Groups: Susan Bauhart, COTA President
Teri Wishlow, CUPE President
Roslyn Hazen, COPAC Treasurer
Scott Sieben, COPVPA President
There was no representative from District Student Council.

**The Central Okanagan Board of Education acknowledged that this meeting was being held
the unceded, Traditional Territory of the Okanagan People.**

AGENDA

Add: Information item 7.1 – 2024/2025 Annual Facility Grant

April 17, 2024 Committee Agenda – approved as amended.

REPORTS/MATTERS ARISING

Finance and Audit Committee Public Meeting Report - April 3, 2024

April 3, 2024 Committee Report - received as distributed.

PUBLIC QUESTION/COMMENT PERIOD

None.

COMMITTEE MEMBERS QUERIES/COMMENTS

The COTA President queried the recent federal budget announcement regarding funding to school districts to provide food to students at school, and whether the District was aware. The Superintendent of Schools/CEO advised that the District was aware, but does not yet have any details on this announcement that may also depend on federal election results.

DISCUSSION/ACTION ITEMS

Central Okanagan Public Schools Superintendent of Schools/CEO 2024/2025 Budget Recommendations Report

The Superintendent of Schools/CEO and the Secretary-Treasurer/CFO advised that some minor edits were made to the Budget Recommendations Report based on feedback from the Committee, but there were no changes relating to budget numbers.

4:09 pm: The Deputy Superintendent left the meeting.

The Superintendent of Schools/CEO, Secretary-Treasurer/CFO and Assistant Secretary-Treasurer answered queries from the Committee.

4:14 pm: The Deputy Superintendent rejoined the meeting.

Outcome:

The Finance and Audit Committee recommended to the Board:

THAT: The Board of Education approve the Central Okanagan Public Schools Superintendent of Schools/CEO 2024/2025 Budget Recommendations, as attached to the Agenda, and as presented at the April 17, 2024 Finance and Audit Committee Meeting.

Financial Update - March 31, 2024

The Assistant Secretary-Treasurer explained that the Financial Update as of March 31, 2024, compares actual spending to the 2023/2024 Amended Annual Budget.

Items of note for the 2023/2024 financial year include:

- In September 2023, the overall funded student enrolment, excluding adult, alternate and online enrolment, was slightly higher than anticipated resulting in a slight increase in projected operating grants. This increase is reflected in the 2023/2024 Amended Budget Bylaw. The BC resident student FTE has increased by 671 students and course load funding at secondary schools is approximately 33 FTE lower than the prior year.
- Most of the District's spending to March 31, 2024 is progressing as expected although average teaching costs are higher than originally projected. In addition, costs for transportation salaries and benefits are trending higher than projected. District staff will continue to monitor these costs over the coming months.
- There continues to be unfilled job positions for CEAs and some trades positions; however, the Human Resource Department continues to actively recruit.
- Key financial risks for the District include the cost of sick leave and benefits, as well as unexpected cost increases in some major spending categories due to cost escalation.
- In the past, the cost of sick leave was budgeted using historical patterns applied to current staffing levels; however, because of the COVID-19 pandemic, the budget for staff illness costs has increased again between the 2023/2024 Annual Budget and the 2023/2024 Amended Budget. During this school year, the COVID-19 pandemic may continue to be an unexpected key financial risk. In the 2023/2024 school year, the provincial government has not provided any funding to districts to help manage COVID-19 related expenses.
- For other major spending categories, risk is mitigated through careful monitoring and if necessary, underspending in other discretionary areas to offset increasing costs.

The Superintendent of Schools/CEO, the Secretary-Treasurer/CFO and the Assistant Secretary-Treasurer responded to queries from Committee members.

Outcome:

The Finance and Audit Committee recommended to the Board:

THAT: The Finance and Audit Committee receive the Financial Update as of March 31, 2024 as presented and forward to the Board of Education as an information item.

Indigenous Education Preliminary Budget (2024/2025 Fiscal Year)

For the 2024/2025 school year, the Ministry of Education and Child Care has increased the per pupil funding by 3.51% from \$1,710 to \$1,770 for each student self-identifying as Indigenous. With an anticipated enrolment of 3,170 Indigenous students (K-12), the District will receive approximately \$5,610,900 of targeted funding.

The Indigenous Education Council unanimously supported the 2024/2025 Indigenous Education Program Preliminary Budget as presented on April 9, 2024.

In the Fall of 2023, the School Act was amended to include Bill 40. This legislation was created through engagement with Indigenous Peoples (First Nations, Inuit, and Metis) throughout the province. Bill 40 is intended to foster more effective relationships between Boards of Education and local First Nations while providing Indigenous peoples with new authority. The legislation results in changes to the Board of Education's and Indigenous Education Council's roles of authority effective July 1, 2024. For the 2024/2025 school year, the Indigenous Education Council will consult with the Board of Education and District staff and will assume full authority for approving the annual Indigenous Education Targeted Budget.

The Deputy Superintendent of Schools answered queries from the Committee regarding the Indigenous Education Targeted Budget.

Outcome:

The Finance and Audit Committee recommended to the Board:

THAT: The Board of Education approve staff's proposed 2024/2025 Indigenous Education Program Preliminary Budget, as attached to the Agenda, and as presented at the April 17, 2024 Public Finance and Audit Committee Meeting.

DISCUSSION/INFORMATION ITEMS

2024/2025 Estimated Ministry of Education and Child Care Grant Funding

The Committee reviewed and discussed the information.

2024/2025 Public Budget Survey Results

The Committee reviewed and discussed the information.

Purchasing Administrative Procedure Update

The Committee reviewed the information.

ITEMS REQUIRING SPECIAL MENTION

The COTA President queried whether funding from the Provincial Government was secure considering there is an election in the fall. The Secretary-Treasurer/CFO advised that the District uses the Multi-Year Financial Plan as a tool from the Ministry of Education and Child Care to try to project revenue, but recognized that it is something that could change if a new political party was elected.

RECOMMENDATIONS/REFERRALS TO THE BOARD/COORDINATING COMMITTEE/OTHER COMMITTEES

Public Board Meeting – April 24, 2024

- Central Okanagan Public Schools Superintendent of Schools/CEO 2024/2025 Budget Recommendations Report (*Action Item*)

Public Board Meeting – May 8, 2024

- Indigenous Education Preliminary Budget (2024/2025 Fiscal Year) (*Action Item*)
- Financial Update - March 31, 2024 (*Information Item*)

ITEMS FOR FUTURE FINANCE AND AUDIT COMMITTEE MEETINGS

May

- Auditor's Report to the Finance and Audit Committee – Initial Communication on Audit Planning for the Year
- Annual CommunityLINK Allocations
- Financial Update - International Education Program

June

- School District No. 23 (Central Okanagan) Annual Budget for the Fiscal Year
- 2023/2024 Accumulated Operating Surplus Review
- Proposed Multi-Year Financial Plan (2024/2025 to 2026/2027)
- Annual Review of Financial Planning and Reporting Policy

FUTURE FINANCE AND AUDIT COMMITTEE MEETINGS

- Wednesday, May 15, 2024
- Wednesday, June 19, 2024

4:00 pm, Main Board Room
1040 Hollywood Rd. S., Kelowna

MEDIA QUESTIONS

None

ADJOURNMENT

The meeting adjourned at 4:50 pm.

Questions - Please Contact:

Trustee Broughton, Chair at 250-718-9219 or Wayne.Broughton@sd23.bc.ca

Kate Cumming, Assistant Secretary-Treasurer at 250-860-8888 or Kate.Cumming@sd23.bc.ca

Wayne Broughton, Chair