

**School District No. 38 (Richmond)
7811 Granville Avenue, Richmond, BC V6Y 3E3**

FINANCE & LEGAL COMMITTEE PUBLIC MEETING MINUTES

Minutes of a **PUBLIC** meeting of the Finance & Legal Committee held in the 1st Floor Meeting Room, School District Administration Building, 7811 Granville Avenue, Richmond BC, on Wednesday, February 20, 2019 at 11:00 a.m.

Present:

Ken Hamaguchi, Committee Chairperson
Richard Lee, Trustee, Committee Vice-Chairperson
Debbie Tablotney, Trustee
Heather Larson, Trustee
Scott Robinson, Deputy Superintendent
Roy Uyeno, Secretary Treasurer
Laura Buchanan, Executive Director Human Resources
Maria Fu, Director, Financial Services
Liz Baverstock, President, Richmond Teachers' Association
Tim McCracken, 1st Vice President, Richmond Teachers' Association
Jose Pelayo, President, Richmond Management Administration Professional Staff
Lynne Farquharson, Past President, Richmond
Dionne McFie, President, Richmond District Parents' Association*
Wanda Plante, Executive Assistant (Recorder)

Regrets: Frank Geyer, Executive Director, Planning & Development
Mike Beausoleil, Director, Maintenance, Operations & Transportation

*Joined the meeting already in progress

The Chairperson called the meeting to order at 11:05 a.m. and began by introductions.

The President, Richmond District Parents' Association joined the meeting at 11:06 am during the above item.

1. APPROVAL OF AGENDA

The agenda was adopted as circulated.

2. APPROVAL OF MINUTES

The minutes of the December 20, 2019 public meeting were amended to reflect that the 1st Vice President of RTA was present and approved.

3. TRUSTEES' EXPENSES

Following a brief discussion, it was agreed to forward the following:

RECOMMENDATION

WHEREAS the Board of Education of School District No. 38 (Richmond) is paying for expenses incurred by the Trustees in the discharge of their duties.

BE IT RESOLVED that in accordance with the School Act, the Board of Education of School District No. 38 (Richmond) approves Trustees' expenses paid in the three-month period ended December 31, 2018, in the amount of \$50.00.

4. BUDGET UPDATE

NEXT MEETING DATE:

The Secretary Treasurer advised there will be a joint Trustee/Stakeholder workshop tomorrow evening to share our first draft of the 3-year base budget picture. He noted that the landscape has improved slightly from last spring due to an increase in student enrollment and additional identified savings of the employer portion (reduced effective Jan 2019) of the teacher pension plan premium which will generate \$1.3 million annually to the district. The district will continue to receive ministry funding for enrollment growth and classroom enhancement funding. The Secretary Treasurer anticipates a March 15 government budget announcement regarding the employer health tax relief. The Provincial budget announcement included funding to improve access to mental health and support school programs for youth and early development years and he added that government funding will continue for seismic upgrading and replacements.

Discussion ensued and trustees and attendees had comments and questions regarding mental health boundary centres and clarification was provided regarding unrestricted budgets.

5. 2018/2019 AMENDED ANNUAL BUDGET BYLAW

The Director, Financial Services spoke to her report as included with the agenda package. A clarification regarding the budget was provided by the Director, Financial Services and it was agreed to forward the following:

RECOMMENDATION

THAT the Board of Education (Richmond) approve the appropriation of an additional \$1,244,000 to the Local Capital Fund, resulting in the 2018/2019 Local Capital Transfer amount from \$3,756,000 to \$5,000,000.

AND FURTHER THAT the Board of Education (Richmond) approve the 2018/19 Amended Annual Budget Bylaw by way of three readings prior to February 28, 2019.

BACKGROUND

As directed by the Ministry of Education, this budget bylaw has been prepared in accordance with the Public Sector Accounting Board (PSAB) standards for not for profit organizations, and Section 23.1 of the Budget Transparency and Accountability Act of the Province of British Columbia, supplemented by Regulations 257/2010 and 198/2011 issued by the Province of British Columbia Treasury Board.

This format requires that the Board approve a budget for each of the Operating, Special Purpose and Capital funds.

As such, the Amended Annual Budget Bylaw amount of \$263,870,642 comprises combined expenditures across all funds.

CURRENT RESULTS

The 2018/19 Amended Annual Budget reflects the announced Interim Operating Grant from the Ministry of Education based on the September 30, 2018 student enrolment count. The February and May 2019 counts are still estimates.

As per the 2017/18 Audited Financial Statements auditor finding, revenues and expenses have been "grossed up" accordingly in the Operating Fund to reflect the costs and income from the Shenzhen, Connections and Homestay programs. Prior to

NEXT MEETING DATE:

the "gross up" method, the net surpluses were budgeted using the netting method. There is no additional net impact to the Operating Fund due to the change in reporting method.

The approved 2017/18 budget appropriation, in the amount of \$1,559,512, to balance the 2018/19 Annual Budget is not required in the 2018/19 Amended Annual Budget. As a result, this appropriation is removed and is now an unrestricted surplus.

6. FUNDING MODEL REVIEW UPDATE

The Secretary Treasurer spoke to the attached January 22, 2019 letter from the Ministry of Education informing education partners of the recommendations from the consultation process for the funding model review. Partners and stakeholders will work in partnership with the Ministry towards a funding system that is responsive, equitable, stable, transparent and accountable. A recent Deputy Minister-led partner forum was held to develop a common understanding of the current funding model, the review process and the recommendations as well as to clarify the upcoming engagement process and timelines.

Discussion ensued regarding the challenges on the elimination of the classroom enhancement funding because of local collective agreement language and trustees had comments and questions regarding adult education, financial management recommendations, allocation of inclusive education supplement and benefits of targeted funding.

7. FINANCE & LEGAL 2019 MEETING SCHEDULE

The Chairperson advised the cancellation of the March meeting as it is unlikely that there will be sufficient business to hold one and at this time we do not expect there to be any items of such urgency that they cannot wait until the next scheduled date of Wednesday April 17, 2019.

8. MINUTES FOR INFORMATION

(a) CHILD CARE DEVELOPMENT ADVISORY COMMITTEE MEETING
Nil

(b) CAMBIE COORDINATING COMMITTEE
The next meeting is scheduled for Wednesday, May 8, 2019.

9. ADJOURNMENT

The meeting adjourned at 11:49 am.

Respectfully Submitted,



Ken Hamaguchi, Chairperson
Finance & Legal Committee

NEXT MEETING DATE: