



MINUTES OF A MEETING OF THE FINANCE & FACILITIES COMMITTEE

Tuesday, April 12, 2016

School Board Office - 8:30 a.m.

Present: D. Stevenson (in the Chair); S. Donahue, Trustee ; C. Broady, Board Chair; N. Brown, Trustee; J. Leiterman, Secretary Treasurer; W. Hickey, Director of Facilities; G. Cords, General Manager of Facilities; K. Johnson, Assistant Secretary Treasurer; J. Brown, Manager of Finance

Stakeholder Representation: J. Duncan (WVAA); R. Millard (WVTA); A. Milavsky (DPAC)

Regrets: C. Kennedy, Superintendent of Schools; B. Scott (WVMEA)

1. WVSS Track Project update

Secretary Treasurer Julia Leiterman reported that the fundraising committee is almost ready to launch the public fundraising campaign. Once launched, the campaign will be targeted in order to maximize requests and avoid duplicate solicitations. Part of the campaign may include the possibility of naming rights for the different components of the project – e.g. turf field, bleachers etc.

To raise awareness of the project before fundraising begins, the committee is holding a gala on May 26, 2016 at the Kay Meek Centre. West Vancouver Schools' students will be involved, including the Honour Choir and students in the soccer academy, as well as various athletes such as Erin MacLeod and Charmaine Crooks.

MP Pamela Goldsmith-Jones is now fully aware of all aspects of the project and in response to a request from her office we have re-submitted the project for consideration for an infrastructure grant.

2. Routine Capital Grant – Project Status

The Secretary Treasurer passed the floor to outgoing General Manager of Facilities Gary Cords, to give an update on the 2015/16 Routine Capital Grants projects.

The General Manager reported that the Cypress Park HVAC/boiler/DDC project is 99% complete, with only paperwork and inspections remaining. He noted that this was an extremely challenging project to complete not only within the tight timeline, but when school was in session, and praised Vice Principal Kim Grimwood and her staff and students for being flexible and accommodating. He noted that with the installation of the new high-efficiency, energy-saving boiler in place, they have also applied for a Fortis grant. The grant is not large (approx. \$6000) but will help offset costs not covered by the Routine Capital Grant. The Ecole Cedardale expansion and elevator installation is complete apart from final schedules and documentation from the District of West

Committee members: Dave Stevenson, Sheelah Donahue

Vancouver and contractors are no longer on site. The next phase of the project is the renovation for the old library and LAC spaces, which will be covered by next year's AFG.

The Secretary Treasurer praised Mr. Cords and his staff for completing this large project by March 31 and said adherence to the ministry-mandated deadline puts us in a good position when applying for future grants.

Committee Chair and Board Vice Chair Dave Stevenson passed on his thanks and admiration to Mr. Cords and facilities staff on behalf of trustees.

3. 2016/17 School Enhancement Fund

The Secretary Treasurer announced that the School Enhancement Fund is the new name for the Routine Capital Grant and that it was good news that this funding stream will continue to be available to districts. The upper limit for project costs is now \$3 million, up from \$2 million this year, and the deadline for completion remains March 31. As well, the number of projects per district has been capped at five, and seismic work or building envelope projects are not eligible. The recommended projects were reviewed by the Secretary Treasurer and Director of Facilities Wade Hickey and include boiler upgrades at WVSS South Campus, Irwin Park and Gleneagles Ch'axáy, as well as roof replacements at West Bay and Ridgeview. Grant recipients will be announced on May 31, 2016.

RECOMMENDATION: That the 2016/17 School Enhancement Fund plan be forwarded to the Board for approval and submission to the Ministry of Education.

Board Chair Carolyn Broady asked that the Secretary Treasurer copy MLAs Ralph Sultan and Jordan Sturdy on the submission when it is made, and also invite them to Mr. Cords' retirement celebration at Ecole Cedardale on April 26, so that they can see first-hand the benefits of this much needed new funding.

4. 2016/17 Annual Facilities Grant

The Secretary Treasurer then reviewed the second plan requiring board approval, the 2016/17 AFG expenditure plan. It was noted that the amount of \$1.2 million has not increased in 11 years, and so priorities must be carefully identified in order that the limited funds are spent in the most productive and meaningful way possible.

Our expenditure plan this year differs somewhat from in the past, as it shows costs for projects under the current year's AFG that cost more than anticipated. Of particular note were unanticipated issues with projects at Eagle Harbour Montessori and Ridgeview, both of which have been reviewed with the committee in the past.

Moving forward, a plan has been put in place to identify potential projects earlier, in order to make more robust site investigations and better determine the actual scope of work and estimated cost.

RECOMMENDATION: That the 2016/17 Annual Facilities Grant expenditure plan be forwarded to the Board for approval and submission to the Ministry of Education.

5. 2016/17 Operating Grant

The Secretary Treasurer reviewed the 2016/17 preliminary grant and compared it to the 2015/16 amended grant. It was noted that monies added to the Preliminary Operating Grant announced on March 15 were as a result of a miscalculation on the part of the Ministry of Education, and do not represent additional funding added to the sector.

The preliminary operating grant is based on our student FTE figures estimated and submitted in February. At that time, we anticipated a drop in enrollment of about 107 FTE, but March numbers do look more promising and we may be close to our current enrollment by September. As a result, the enrollment decline funding will disappear, but the student base allocation will increase. There were not many changes in other areas of funding, but it was noted that for the first time in several years, the estimated ELL numbers and associated funding are down. Again, this may change by the fall. The holdback funding and additional supplement correct the error in ministry calculations. The Secretary-Treasurer confirmed Chair Broady's comment that going forward the Ministry intends to release holdback funds during the preliminary budget process, rather than retaining them until the amended budget as has been the practice in the past. The Ministry is currently in negotiations with the Treasury Board to ensure that enrollment will be fully funded moving forward, should actual enrollment exceed sector estimates for September 2016.

Ultimately, our preliminary 2016/17 funding is \$55,434,727, a decrease of only \$192,000 from last year. The Secretary Treasurer was clear in saying that number was deceiving, however, as the relatively small decrease will have larger costs associated with it due to negotiated salary increases, and that the budget process is becoming increasingly challenging.

The 2016/17 preliminary budget will be reviewed at the April 26 Finance and Facilities meeting.

6. Adjourn

9:23

Julia Leiterman, Secretary Treasurer