



MINUTES OF A MEETING OF THE FINANCE & FACILITIES COMMITTEE

Tuesday, December 10, 2019

School Board Office - 8:30 a.m.

Present: L. Block (in the Chair); N. Brown, Board Vice Chair; J. Leiterman, Secretary Treasurer; C. Kennedy, Superintendent; S. Nosek, Associate Superintendent; K. Johnson, Assistant Secretary Treasurer; F. De Dios, Director of Facilities; D. Eliasov, Manager of Facilities; J. Carpino, Manager of Purchasing and Transportation; J. Brown, Manager of Finance

Stakeholder Representation: R. Willock, S. Capier (WVTA); B. Scott (WVMEA); C. Ratz, S. Rauh (WVAA); K. Richter (DPAC)

Absent: D. Stevenson, Trustee

1. Inglewood Electrical Upgrade

The Secretary Treasurer reminded the committee that when the Inglewood Secondary refurbishment was completed couple of years ago, it included a new kitchen with expanded facilities. To date, the kitchen has not been fully functional as it requires an electrical upgrade, and the work was initially delayed to be included in the new childcare project. The decision has now been made to separate this work from the childcare facility with a view to getting the Inglewood building fully functional.

To that end, the technical design is being finished and the variance application to be filed with the District of West Vancouver (DWV) shortly, with a decision likely received in February. A variance application is required regarding the allowance of the feed from the road, because we will be running 200 amps on a line from Inglewood Avenue to the building, and the proximity of the creek needs to be considered. The Director of Facilities said that he is hopeful the variance will be granted, as the amperage is half of what was going to be required for the childcare facility and will mean that we do not need to bury the lines underground, which would be a considerable additional expense. If the application is approved, the work will begin almost immediately after we receive the decision.

2. Childcare BC New Spaces Fund Application

The Secretary Treasurer reported that the application for funding related to the new infant/toddler childcare facility has now been submitted to Childcare BC. If approved, this facility would serve the families of school district staff and, space permitting, those of DWV staff as well. She said preparing the application has been a long process, but it was necessary to ensure that all estimated costs are correct, as we don't want to start the project and then discover that we are short funding. An architect, the Director of

Committee members: Dave Stevenson, Lynne Block

Facilities, and Director of Instruction Shortall were all involved in the application preparation as well, so all aspects of the project were considered and assessed. Ultimately, a new, purpose-built structure will be more cost-effective than the modular building initially considered.

The estimated costs for both structures were in excess of \$1 million and our estimates were confirmed by other Metro districts with similar projects. In recognition of increasing construction costs, Childcare BC has raised the funding limit to \$3 million from \$1 million per project. We will only go ahead with the project if we receive adequate funding and will hopefully hear in early spring. If the application is successful, we will move to RFP. The site of the structure will be between Inglewood Secondary and the WVSS South Campus gymnasium.

The Secretary Treasurer concluded by thanking Renee Willock and the WVTA for information and support, saying that it was very much appreciated.

3. Estimated Amended Funding 2019/20

The Secretary Treasurer gave a brief update of the estimated funding for the Amended Budget 2019/20, noting that just before Christmas break, she will receive Ministry confirmation of our funding, based on the 1701 report dated September 30, 2019. It was mentioned that as teacher bargaining progresses provincially, any salary lift will be retroactive. If that lift does end up being 2%, that would equate to an estimate \$650,000 in costs, with a corresponding lift to revenue. Other than that, not much change is anticipated in the estimated figures presented today.

With regards to Ministry funding, there is an estimated \$1.3 million net increase in funding over the preliminary budget. This is a result of: an increase 105.94 regular FTE equalling \$900,000; an increase of 21 special needs FTE equalling \$300,000; and an increase of 68 ELL FTE equalling \$100,000.

In locally-generated revenue, there is an increase of 103 FTE in academies equalling \$350,000, a decrease in international revenue of \$300,000 related to medical fees, and an increase of \$30,000 in interest, for a net increase of \$80,000. It was noted that academy programs are run on a strict cost-recovery basis, with corresponding expenses related to the increase in revenue. The decrease in international revenue is a result of the school district having to cover medical fees for international students. The committee was reminded that this was a very late announcement from the government, not the Ministry, last August, notifying districts that they would no longer be covering medical fees for international students across the province, effective immediately. Our international fees for 2019/20 had already been set and collected, so there was no chance to cover the costs at that late date. International program fees have been adjusted for 2020/21 and we will recover, but it was an additional unexpected cost for this year. As a result of those international fees being collected ahead of time, the school district typically has about \$5 million in pre-paid fees in the bank. Interest rates have gone up, so our earned interest did as well.

The result is an estimated net increase in total amended funding for 2019/20 is \$1.4 million. The preliminary budget had a forecasted deficit of \$800,000, so the hope is that as all costs are accounted for, we get closer to a balanced budget. The amended budget will be reviewed at the February 2020 Finance and Facilities meeting. For now, the good news is that we continue to have a status quo budget.

Committee members: Dave Stevenson, Lynne Block

Committee Chair Block thanked the Secretary Treasurer for her clear, concise presentation and wished those present Happy Holidays.

4. **Adjourn**

8:52 a.m.

Julia Leiterman, Secretary Treasurer