

MINUTES OF A MEETING OF THE FINANCE AND FACILITES COMMITTEE
Tuesday, February 11, 2025
MS Teams – 8:30 am

Present: D. Stevenson, Trustee (in the Chair); C. Broady, Board Chair; Trustee; C. Kennedy, Superintendent; J. Leiterman, Secretary-Treasurer; S. Mascoe, Executive Director of Human Resources; R. Street, Director of Facilities; K. Johnson, Assistant Secretary Treasurer; S. Duffield, Manager of Finance; M. Son, Manager of Purchasing & Transportation; T. Buckley, Manager of Communications and Community Engagement

Stakeholder Representation:

S. Capier, C. Wigley (WVTA); Fota, P. Van Rhyn (WVMEA); K. Hayes (WVAA);
 K. Richter (DPAC Exec); F. Zhu, S. Donahue, guests

| | |
|-----------|--|
| 1. | <p><u>Weather Events Update</u></p> <p>Russell Street, Director of Facilities, acknowledged the dedication of his support team in managing the recent snow event, highlighting their early morning efforts to clear snow and salt pathways to ensure a safe arrival for students and staff.</p> <p>Also discussed was the Bowen Island ferry berth issue impacting the BC Ferries’ route serving our students. Mark Son, Manager of Transportation, was praised for his prompt response in arranging additional shuttle buses to pick up students from Horseshoe Bay. He kept families on the island informed with real-time updates, ensuring smooth and efficient transportation.</p> |
| 2. | <p><u>2024 – 2025 Amended Budget</u></p> <p>Secretary-Treasurer Leiterman presented the 2024-2025 Amended Annual Budget and compared it to the preliminary budget filed with the MoECC in June 2024. She highlighted how the budget aligns with the district’s strategic plan and our school’s FESL goals by supporting responsible governance, long-term sustainability, and targeted investments in academic excellence, staff retention, and Truth & Reconciliation.</p> <p>The 2024-25 amended budget reflects a stronger financial position than initially projected, with an improved year-end balance and a reserve percentage rising to 3.4% of total operating expenses —well within the recommended best practice of 3 to 5%. This ensures greater stability heading into 2025-26 while allowing for strategic investments in key priorities.</p> <p>Looking ahead to 2025-26, the district anticipates challenges related to local and international enrolment, rising technology costs, and broader economic and political factors, including tariffs, climate impacts, and shifting government policies.</p> |
| 5. | <p>Adjourn</p> <p align="right">9:28am</p> |

Julia Leiterman, Secretary Treasurer

Committee members: Dave Stevenson, Carolyn Broady