

**OPERATIONS AND FINANCE COMMITTEE OF THE WHOLE
MEETING AGENDA
TUESDAY, MARCH 9, 2021
4:30 PM (PT) – 6:00 PM (PT)**

Video Conference: [Zoom](#) - Meeting ID: 684 5368 8313 – Password: 953306

1. Call to Order

2. Acknowledgement of Aboriginal Territory

We acknowledge, respect and honour the First Nations in whose traditional territories the Kootenay Lake School District operates and all Aboriginal people residing within the boundaries of School District No. 8.

3. Election of the Chair of the Operations & Finance Committee of the Whole

4. Destruction of Ballots (Electronic Voting)

Proposed Resolution:

THAT the electronic voting information for the selection of Chair of the Operations & Finance Committee of the Whole, **BE DELETED**.

5. Insertions/Deletions to proposed Agenda

6. Adoption of Agenda

Proposed Resolution:

THAT the agenda for this March 9, 2021 meeting, **BE ADOPTED**, as circulated.

7. Receiving Presentations: Nil

8. Opportunity for Comments by the Public

9. Consent Package: Nil

10. Adoption of Minutes (p. 3)

App. 8

Proposed Resolution:

THAT the minutes from the February 9, 2021 Finance and Operations Committee of the Whole Minutes meeting **BE ADOPTED**.

11. Old Business

12. New Business

A. Preview of 2021-2022 Budget – Secretary-Treasurer McLellan

- 2020-2021 Surplus or Shortfall Expectations
- 2021-2022 Estimated Revenues
- Updated Budget Framework

B. Auditors RFP – Secretary-Treasurer McLellan

C. 2021 Long-Range Facilities Plan

Handout 12C

Proposed Resolution:

THAT the 2021 Long-Range Facilities Plan, **BE RECOMMENDED** to the Board for approval.

13. Question Period

14. Meeting Schedule & Reminders (p. 6)

App. 12

The next meeting of the Committee is scheduled for May 11, 2021.

15. Adjournment of Meeting



**OPERATIONS AND FINANCE COMMITTEE OF THE WHOLE
MEETING MINUTES
HELD ON TUESDAY, FEBRUARY 9, 2021**

- BOARD:** L. Trenaman (*via video conference*)
S. Walsh (*via video conference*)
D. Lang (*via video conference*)
S. Chew (*via video conference*)
B. Maslechko (*via video conference*)
A. Gribbin (*via video conference*)
S. Nazaroff (*via video conference*)
B. Coons (*via video conference*)
- DISTRICT STAFF:** C. Perkins, Superintendent
M. McLellan, Secretary-Treasurer
N. Howald, Director of Information Technology
D. Holitzki, Director of Inclusive Education
B. MacLean, Director of Operations
S. Shaw, Manager of Finance
R. Krulitsky, Executive Assistant
C. Singh, Director of Human Resources (*via video conference*)
- PARTNERS:** A. Early, CUPE (*via video conference*)
R. Bens, CUPE (*via video conference*)
C. Wilson, KLTF (*via video conference*)
J. Francis, KLPVPA (*via video conference*)
K. Wiens, KLPVPA (*via video conference*)
D. Kunzelman, KLTF (*via video conference*)
- REGRETS:** C. Beebe, Trustee

1. Call to Order

The meeting was called to order at 3:36 PM.

2. Acknowledgement of Aboriginal Territory

We acknowledge, respect and honour the First Nations in whose traditional territories the Kootenay Lake School District operates and all Aboriginal people residing within the boundaries of School District No. 8.

3. Insertions/Deletions to proposed Agenda

4. Adoption of Agenda

UPON a motion duly made and seconded it was **RESOLVED:**

THAT the agenda for this February 9, 2021 meeting, **BE ADOPTED**, as circulated.



5. **Receiving Presentations:** Nil
6. **Opportunity for Comments by the Public:** Nil
7. **Consent Package:** Nil
8. **Adoption of Minutes**

UPON a motion duly made and seconded it was **RESOLVED:**

THAT the minutes from the November 10, 2020 Finance and Operations Committee of the Whole Minutes meeting **BE ADOPTED.**

9. **Old Business:** Nil
10. **New Business**

A. 2020-2021 Financial Overview

The Secretary-Treasurer presented the 2020-2021 Financial Overview.

Trustees and partner groups made requests for clarification on local capital spending, as well as COVID-19 emergency funding. The Secretary-Treasurer noted that the emergency funding had been spent hiring additional teachers and other requirements – barriers, enhanced cleaning, PPE, etc. were covered with other operating funds.

The Secretary-Treasurer summarized the amended budget and noted a focus on kids, learning, educator hiring, safety with students, staff, facilities, increased resources, and a focus on vulnerable families.

B. Recommend 2020-2021 Amended Budget

The Secretary-Treasurer presented both the Ministry format and the district format of the 2020-2021 Amended Budget.

There were questions from various members of the Committee, which the Secretary-Treasurer answered.

UPON a motion duly made and seconded it was **RESOLVED:**

THAT the 2020-2021 Amended Budget **BE RECOMMENDED** to the Board.

C. Review and Confirm 2021-2022 Budget Process

The Secretary-Treasurer shared the 2021-2022 Budget Process and noted that the Operations and Finance led Student Symposium had been cancelled due to COVID-19, and that in place of it, the Student Trustees would be included in the budget process to involve a greater student voice.

D. Information Technology Budget

The Director of Technology gave a presentation regarding the Technology department's plans to purchase 750 laptops, one for each student entering grades 7 and 10 in September 2021, with a request to access some funding from next year to make the purchases now.



Trustees and partner groups made inquiries about the following topics:

- Why the refresh cycle is 4 years
- If certain activities could be blocked during school hours (ie: gaming, social media, etc.)
- If the 1:1 ratio would be achieved before the refresh cycle began
- Internet capabilities throughout the Kootenays
- Upkeep and maintenance of the devices
- If students can take the devices home
- Possibility of allowing the students to take the devices on to post-secondary
- Who would replace lost or broken devices
- Families who do not want their children using technology
- Whether the program could be cancelled or changed once it begins
- Where the money comes from within the budget to support this program

The Superintendent shared support of the program and advised that investing in students this way would encourage a sense of pride, critical thinking, and engagement in their success. Several Trustees and partners shared their support.

It was noted that the meeting had gone over time and a motion was made to extend for 10 minutes.

UPON a motion duly made and seconded it was **RESOLVED**:

THAT the meeting be extended an additional 10 minutes to allow for completion.

UPON a motion duly made and seconded it was **RESOLVED**:

WHEREAS to allow sufficient time for new student devices to be ordered, delivered and setup for prior to September 2021 school start-up;

THAT an expenditure of \$750,000 for student information technology devices under the 2021-2022 budget **BE RECOMMENDED** to the Board.

1 person opposed; 2 people abstained.

11. Question Period

12. Meeting Schedule & Reminders

The next meeting of the Committee is scheduled for March 9, 2021.

13. Adjournment of Meeting

The meeting was adjourned at 5:02 PM.



2020-2021 Board Calendar

2020-2021 BOARD & COMMITTEE MEETINGS SCHEDULES

DATE	TIME	LOCATION	MEETINGS	COMMENT
September 22, 2020	10:00 am – 12:00 pm	Board Office, Nelson	Closed Board Meeting	
	12:30 pm – 4:30 pm	Board Office, Nelson	Committees of the Whole	
	5:00 pm – 7:00 pm	Board Office, Nelson	Open Board Meeting	Audited Financial Statements
October 13, 2020	3:00 pm – 4:30 pm	PCSS, Creston	Closed Board Meeting	Working Session
	5:00 pm – 7:00 pm	PCSS, Creston	Open Board Meeting	
November 10, 2020	12:30 pm – 4:30 pm	Board Office, Nelson	Committees of the Whole	
	6:00 pm – 7:00 pm	Board Office, Nelson	Open Board Meeting	
December 8, 2020	3:00 pm – 4:30 pm	Board Office, Nelson	Closed Board Meeting	Working Session
	5:00 pm – 7:00 pm	Board Office, Nelson	Open Board Meeting	
<i>Winter Break (December 19 – January 3)</i>				
January 12, 2021	3:00 pm – 4:30 pm	Board Office, Nelson	Closed Board Meeting	Working Session
	5:00 pm – 7:00 pm	Board Office, Nelson	Open Board Meeting	
February 9, 2021	2:15 pm – 3:15 pm	Board Office, Nelson	Closed Board Meeting	Working Session: 2020-2021 Amended Budget
	3:30 pm – 5:00 pm	Board Office, Nelson	O&F Committee Meeting	
	5:30 pm – 7:00 pm	Board Office, Nelson	Open Board Meeting	
March 9, 2021	12:30 pm – 4:30 pm	Zoom Video Conference	Committees of the Whole	
	6:00 pm – 8:00 pm	Zoom Video Conference	Open Board Meeting	
<i>Spring Break (March 13 – 28)</i>				
April 6, 2021	3:00 pm – 4:30 pm	Zoom Video Conference	Closed Board Meeting	Working Session: 2021-2022 Budget
	5:00 pm – 7:00 pm	Zoom Video Conference	Open Board Meeting	
May 11, 2021	12:30 pm – 4:30 pm	Zoom Video Conference	Committees of the Whole	
	6:00 pm – 7:00 pm	Zoom Video Conference	Open Board Meeting	2021-2022 Budget
June 15, 2021	3:00 pm – 4:30 pm	Zoom Video Conference	Closed Board Meeting	Working Session
	5:00 pm – 7:00 pm	Zoom Video Conference	Open Board Meeting	
<i>Summer Break</i>				

