

**OPERATIONS AND FINANCE COMMITTEE OF THE WHOLE
MEETING AGENDA**

TUESDAY, OCTOBER 19, 2021

4:30 PM (PT) – 6:00 PM (PT)

In person: School Board Office – 811 Stanley Street, Nelson

Via 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. Insertions/Deletions to proposed Agenda

4. Adoption of Agenda

Proposed Resolution:

THAT the agenda for this October 19, 2021 meeting, **BE ADOPTED**, as circulated.

5. Receiving Presentations: Nil

6. Opportunity for Comments by the Public

7. Consent Package - Nil

8. Adoption of Minutes (p. 2)

App. 8

Proposed Resolution:

THAT the minutes from the September 21, 2021 Operations and Finance Committee of the Whole meeting **BE ADOPTED**.

9. Old Business

- A. Update on Student Laptops for Success – Secretary-Treasurer McLellan

10. New Business

- A. 2021-2022 Terms of Reference and Annual Plan Review – Committee Chair Lang (p. 5) App. 10A

Proposed Resolution:

THAT the Operations & Finance Committee of the Whole operate according to the 2020-2021 Terms of Reference;

AND THAT the consideration of the 2021-2022 Terms of Reference **BE DEFERRED**.

- B. 2021-2022 Budget & Staffing Update – Secretary Treasurer McLellan

- C. Staffing Ratios – Secretary-Treasurer McLellan (p. 7)

App. 10C

- D. Facilities and Capital Plan Update – Secretary-Treasurer McLellan

11. Question Period

12. Meeting Schedule & Reminders (p. 9)

App. 12

The next meeting of the Committee is scheduled for February 15, 2022.

13. Adjournment of Meeting

**OPERATIONS AND FINANCE COMMITTEE OF THE WHOLE
MEETING HELD IN PUBLIC
TUESDAY, SEPTEMBER 21, 2021
MINUTES**

School Board Office – 811 Stanley Street, Nelson

BOARD:

L. Trenaman, Board Chair
S. Nazaroff, Board Vice-Chair (*via videoconference*)
D. Lang, O&F Committee Chair
A. Gribbin (*via videoconference*)
B. Coons (*via videoconference*)
B. Maslechko (*via videoconference*)
C. Beebe (*via videoconference*)
S. Chew
S. Walsh

DISTRICT STAFF:

T. Smillie, Superintendent
M. McLellan, Secretary-Treasurer
B. Eaton, Director of Innovative Learning Services (*via videoconference*)
C. Kerr, Acting Director of Operations (*via videoconference*)
C. Singh, Director of Human Resources (*via videoconference*)
D. Holitzki, Director of Inclusive Education (*via videoconference*)
N. Howald, Director of Information Technology (*via videoconference*)
S. Shaw, Manager of Finance

PARTNERS:

M. Bennett, CUPE (*via videoconference*)
A. Early, CUPE (*via videoconference*)
C. Wilson, KLTF (*via videoconference*)
D. Kunzelman, KLTF (*via videoconference*)
J. Francis, KLPVPA (*via videoconference*)

GUESTS:

M. Murphy, Auditor
R. Bens, CUPE (*via videoconference*)

REGRETS:

Ken Wiens, KLPVPA

1. Call to Order

The meeting was called to order at 3:02 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. Introductions

Committee Chair Lang welcomed the committee to the first meeting of the school year and introduced Superintendent Smillie, after which all committee members introduced themselves.

4. Insertions/Deletions to Proposed Agenda

Nil

5. Adoption of Agenda

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

THAT the agenda for this September 21, 2021 meeting, **BE ADOPTED**, as circulated.

6. Receiving Presentations: Nil

7. Opportunity for Comments by the Public

8. Consent Package: Nil

9. Adoption of Minutes

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

THAT the minutes from the May 11, 2021 Finance and Operations Committee of the Whole Minutes meeting **BE ADOPTED**.

10. Operations & Finance Business

A. Terms of Reference & Annual Plan

Committee Chair Lang noted the Board is planning to review the terms of reference for all committees of the whole.

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

THAT the Finance and Operations Committee of the Whole operate according to the 2020-2021 Terms of Reference;

AND THAT the adoption of the 2021-2022 Terms of Reference be deferred to the October 19, 2021 meeting.

B. 2020-2021 Audited Financials Recommendation

- 2020-2021 Financial Statements (Audited)
- 2020-2021 Financial Statements Discussion and Analysis
- Surplus Restrictions and Carry-Forwards

Secretary-Treasurer McLellan provided an overview of the proposed Financial Statements, Financial Statements Discussion & Analysis, and the Surplus Restrictions & Carry-forwards. Noted the \$224,459 overall operating fund deficit in Schedule 1, which was slightly less than the expected deficit communicated to the Board prior to year-end.

- Audit Report

Auditor Murphy provided an overview of the Final Audit Report and Financial Statements, and responded to questions from the committee including:

- It was a smooth first year audit.
- Followed a risk-based approach.
- Confirmed the Auditor is independent in all material respects with the District.
- Did not come across any instances of fraud during testing.
- No adjusted or unadjusted differences.
- Determined the policies of School District 8 are reasonable and consistently applied.
- Reviewed the Audited Financial Statements and provided an explanation for any significant variances.
- Advised the Schedules are not audited, which is consistent with other Districts.
- No significant deficiencies noted.
- Issued a clean audit report for the District.

Committee Chair Lang requested that prior to the motion, any committee members that are thinking of voting against the motion or abstaining, to please explain their rationale in advance.

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

THAT the Surplus Restrictions **BE RECOMMENDED** as proposed;

AND THAT the Audited Financial Statements and Financial Discussion & Analysis for the year ended June 30, 2021 **BE RECOMMENDED** to the Board for approval.

C. 2021-2022 Budget Update

Secretary-Treasurer McLellan explained the District will receive an additional \$211,533 unbudgeted Restart Funding. Noted a budget update memo will be provided at each committee meeting, nothing any expected amendments to budget.

11. Question Period

Nil

12. Meeting Schedule & Reminders

The next meeting of the Committee is scheduled for October 19, 2021.

13. Adjournment of Meeting

The meeting was adjourned at 3:54 PM.

OPERATIONS AND FINANCE AND FINANCE COMMITTEE OF THE WHOLE

2020-2021 TERMS OF REFERENCE

Adopted: September 22, 2020

I. PURPOSE

The purpose of the Operations and Finance Committee of the Whole (the “**Committee**”) is to:

- monitor significant financial planning, management and reporting matters of the District;
- develop annual operating, special purpose and capital budgets
- make recommendations and deliver reports to the Board of Education;
- serve as the Board’s audit committee and provide surplus allocation recommendation, if applicable; and
- provide strategic direction and recommendations in regard to planning and management of School District facilities, properties and student transportation to best meet student needs.

II. COMPOSITION AND OPERATIONS

- A. The Committee shall be composed of all trustees of the Board, Directors, Superintendent and Secretary-Treasurer and two representatives from each of the KLTF, KLPVPA, CUPE Local 748 and the Kootenay Lake DPAC partner groups.
- B. The Committee will be chaired by a trustee elected at the first Committee meeting every second year following the inaugural meeting of the Board.
- C. The Committee quorum will consist of the Trustee Committee Chair and/or Committee Chair designate plus four Trustees, the Superintendent or designate, and one member from any two of the partner groups.
- D. Committee members are voting members of the Committee.
- E. The Committee will strive to make decisions by consensus; failing consensus, committee decisions will be made by a majority of votes cast.
- F. The Committee shall operate in a manner that is consistent with Board [Policy 121: Committee Structure](#).
- G. As scheduled by the Board the Committee will meet periodically during the school year. A schedule of meetings will be provided by the Board to the Committee following the adoption of the Board’s annual Board meeting schedule.
 - (i) Additional meetings will be scheduled as necessary;
 - (ii) Special meetings may be held at the discretion of the Board Chair and the Committee Chair or upon the written request to the Board Chair and the Committee Chair from a majority of the Committee members.
 - (iii) Confidential matters such as: property, personnel, litigation or situations involving individual staff or students (i.e., appeals) will not be discussed by the Committee.
- H. The Committee will establish an Annual Plan at the first committee meeting of the school year which includes:
 - (iv) Goals and objectives for the year
 - (v) Strategies and structures to achieve goals
 - (vi) Communication strategies
 - (vii) Schedule of meeting dates

- I. The Annual plan will be submitted to the Board for approval.

- J. The Committee may create ad hoc sub-committees which will report to the Operations and Finance Committee of the Whole.
- K. The Operations and Finance Committee of the Whole Terms of Reference, Annual Plan and meeting minutes will be posted on the District website.

III. DUTIES AND RESPONSIBILITIES

The Committee has the responsibility to:

- B. Make recommendations for Board approval and/or deliver reports to the Board in the following areas:
 - (i) Annual operating, special purpose and capital budgets
 - (ii) Annual audited financial statements
 - (iii) Appointment of auditors
 - (iv) Policies related to financial management, facilities management and student transportation
 - (v) Facilities, student transportation vehicles and property inventory, usage, and condition
 - (vi) Project development related to the Annual Facilities Grant and Capital Projects
 - (vii) Development of the Annual Capital Plan and all other Ministry required plans.
- C. Provide information to the Board relative to:
 - (i) Significant financial planning, management and reporting issues
 - (ii) Interim financial reports
 - (iii) Reports from auditors and senior management on internal control issues and other matters
- D. Serve as the Audit Committee to:
 - (i) Review the audit tender process;
 - (ii) Recommend the appointment of an auditing firm to the Board as outlined in A. (iii);
 - (iii) Meet with the external auditors to ensure that:
 - a) The Board has implemented appropriate systems to identify, monitor and mitigate significant business risk
 - b) The appropriate systems of internal control, which ensure compliance with board policies and procedures, are in place and operating effectively
 - c) The Board's annual financial statements are fairly represented in all material respects in accordance with generally accepted accounting principles
 - d) Any matter that the external auditors wish to bring to the attention of the Board has been given adequate attention
 - e) The external audit function has been effectively carried out.
- E. Consultation for the development of the annual operating, special purpose and capital budgets.

IV. ACCOUNTABILITY

All meetings will be open to the public, with the exception of property items which will be in closed meetings. The Committee shall report its discussions to the Board by maintaining minutes of its meetings.

All approved Operations and Finance Committee of the Whole meeting minutes will be posted to the District's website in a timely manner.

Memorandum to the Operations & Finance Committee

FROM: Michael McLellan, Secretary-Treasurer
DATE: October 15, 2021
SUBJECT: Trustee Inquiry: Exempt Staffing Ratios

For Information

Introduction

The District periodically compares administrative staffing in its individual departments, schools and its overall exempt staffing levels with staffing levels and strategies used in other districts across the province. In so doing, the District is provided with a starting point for the assessment of its own exempt staffing strategies.

Background

To facilitate a comparison of the District's exempt staffing with other districts, the District has drawn from various data sources, including:

- BCPSEA compiled EDAS (Employment Data and Analysis System) data
- Ministry of Education compiled budget and enrolment projections from Districts
- Ministry of Education compiled BC schools data

Information

Please see attached Provincial Comparison of Exempt Staff.

The demographic "type" of district is a categorization by the Ministry of Education to segregate districts into like districts of comparable student enrolment and geographic density. SD8 is a "Medium Rural Climate", indicating it is "medium" in enrolment and large geographically.

Management Staffing Ratio. Amongst the group of Medium Rural Climate districts, SD8 has one of the highest Students/Total Management ratios at 277.83 student per each exempt management staff (i.e. fewer management employees per student). This compares with an average of 212.91 students/Total Management staff in the group.

PVP Staffing Ratio. SD8 has an average Students/Total PVP ratio at 144.88 students per each PVP as compared with an average 148.92 students per each PVP in the Medium Rural Climate group.

Students Per School Ratio. SD8 also has fewer students per school with a ratio of 174.93 Students/Total Number of Schools as compared to an average 207.93 93 Students/Total Number of Schools in the Medium Rural Climate group. (Note that in the comparison, if you reduce the number of SD8's distributed learning schools from 4 to 2 schools for Elev8 DESK and Homelinks as a single school, SD8's students per school ratio increases to 188.93 93 Students/Total Number of Schools, which is still materially fewer students per school than in the group average.) From this we can see reflected that SD8 is relatively spread out and has a larger number of schools per student, and since each school requires its own School Principal, this would increase SD8's PVP staffing ratio, all else being equal.

Recommendation/Conclusion

Though it appears in this data analysis that SD8 is staffed efficiently with exempt staff when compared with similar districts, each district has different characteristics, not only across the province, but also amongst the subset Medium Rural Climate group. As such, this analysis provides useful reference points as to how SD8 compares with other districts in its exempt staffing but does not on its own provide a definitive indication of efficiency or inefficiency in its management or PVP staffing.

No.	District	Name	Demography	Enrolment* 2020-2021 (FTE)	Number of Schools**					Exempt Staffing (FTE)***											
					Standard	Alternate	Distributed Learning	Continuing Ed	Total Number of School	Students / Standard School	Students / Total Number of Schools	Supt's & Exempt Educators = S&Ed	Other Exempt	Total Management = S&Ed + Other Exempt	Students / Total Management	District PVP	PVP	Total PVP = DPVP + PVP	Students / Total PVP	Total Exempt = Total Management + Total PVP	Students / Total Exempt
10	Arrow Lakes	Extra Small Rural	Group 1	515.1572	5,000	-	1,000	-	6,000	103.03	85.86	2.00	4.60	6.60	78.05	1.00	6.00	5.00	103.03	11.60	44.41
19	Revelstoke	Extra Small Rural	1	1,022.3130	4,000	-	-	-	4,000	255.58	255.58	1.00	3.73	4.73	216.20	1.00	6.00	7.00	146.04	11.73	87.16
49	Central Coast	Extra Small Rural	1	230.6250	5,000	-	-	-	5,000	46.13	46.13	1.00	4.00	5.00	46.13	0.80	3.20	4.00	57.66	9.00	25.63
50	Haida Gwaii	Extra Small Rural	1	439.7500	6,000	-	1,000	-	7,000	73.29	62.82	1.00	5.50	6.50	67.65	1.00	6.00	7.00	62.82	13.50	32.57
81	Fort Nelson	Extra Small Rural	1	634.8125	5,000	-	-	-	5,000	126.96	126.96	2.00	6.28	8.28	76.71	5.00	5.00	10.00	126.96	13.28	47.82
84	Vancouver Island West	Extra Small Rural	1	381.1250	5,000	1,000	-	1,000	7,000	76.23	54.45	1.00	1.00	2.00	190.56	3.60	8.00	11.60	32.86	13.60	28.02
87	Stikine	Extra Small Rural	1	168.3125	4,000	-	-	-	4,000	42.08	42.08	2.00	1.50	3.50	48.09	5.00	5.00	10.00	33.66	8.50	19.80
92	Nisga'a	Extra Small Rural	1	380.8750	4,000	-	1,000	-	5,000	95.22	76.18	1.00	6.00	7.00	54.41	1.00	5.00	6.00	63.48	13.00	29.30
47	Powell River	Small Rural	2	2,969.1880	7,000	1,000	1,000	1,000	10,000	424.17	296.92	2.00	15.05	17.05	174.13	3.00	12.00	15.00	197.95	32.05	92.64
51	Boundary	Small Rural	2	1,241.1250	10,000	1,000	-	-	11,000	124.11	112.83	1.75	23.80	25.55	48.58	0.83	8.27	9.10	136.39	34.65	35.82
52	Prince Rupert	Small Rural	2	1,831.0000	8,000	1,000	-	-	9,000	228.88	203.44	2.00	15.70	17.70	103.45	2.00	16.90	18.90	96.88	36.60	50.03
53	Okanagan Similkameen	Small Rural	2	2,416.9375	8,000	3,000	1,000	1,000	13,000	302.12	185.92	2.00	6.80	8.80	274.65	1.00	15.00	16.00	151.06	24.80	97.46
54	Bulkley Valley	Small Rural	2	1,931.0000	7,000	1,000	1,000	-	9,000	275.86	214.56	2.00	10.00	12.00	160.92	1.00	14.00	15.00	137.93	26.00	74.27
58	Nicola-Similkameen	Small Rural	2	2,089.3750	9,000	2,000	1,000	-	12,000	232.15	174.11	2.00	19.61	21.61	96.67	2.00	14.00	16.00	130.59	37.61	55.55
64	Gulf Islands	Small Rural	2	1,430.8125	10,000	-	-	-	10,000	143.08	143.08	2.00	11.50	13.50	105.99	0.29	13.71	14.00	102.20	27.50	52.03
74	Gold Trail	Small Rural	2	1,042.0625	9,000	-	-	-	9,000	115.78	115.78	1.00	7.00	8.00	130.26	11.00	11.00	22.00	94.73	19.00	54.85
78	Fraser-Cascade	Small Rural	2	1,638.7500	8,000	2,000	-	1,000	11,000	204.84	148.98	3.00	4.00	7.00	234.11	12.00	12.00	24.00	136.56	19.00	86.25
85	Vancouver Island North	Small Rural	2	1,208.3750	9,000	1,000	-	-	10,000	134.26	120.84	2.00	3.80	5.80	208.34	1.00	14.00	15.00	80.56	20.80	58.09
5	Southeast Kootenay	Medium Rural Climate	3	5,596.1250	17,000	1,000	1,000	1,000	20,000	329.18	279.81	4.00	19.00	23.00	243.31	2.00	32.00	34.00	164.59	57.00	98.18
6	Rocky Mountain	Medium Rural Climate	3	3,304.1880	14,000	3,000	1,000	-	18,000	236.01	183.57	4.00	48.24	52.24	63.25	2.00	22.00	24.00	150.19	74.24	44.51
8	Kootenay Lake	Medium Rural Climate	3	4,723.1900	21,000	2,000	4,000	-	27,000	224.91	174.93	2.00	15.00	17.00	277.83	5.00	27.60	32.60	144.88	49.60	95.23
27	Cariboo-Chilcotin	Medium Rural Climate	3	4,464.9375	21,000	2,000	1,000	1,000	25,000	212.62	178.60	3.00	15.80	18.80	237.50	1.00	31.00	32.00	139.53	50.80	87.89
46	Sunshine Coast	Medium Rural Climate	3	3,218.1875	12,000	1,000	1,000	1,000	15,000	268.18	214.55	2.00	12.20	14.20	206.63	3.00	14.00	17.00	109.31	31.20	103.15
59	Peace River South	Medium Rural Climate	3	3,558.0625	18,000	-	1,000	-	19,000	197.67	187.27	4.00	36.25	40.25	88.39	27.00	27.00	27.00	131.78	67.25	52.90
60	Peace River North	Medium Rural Climate	3	6,267.3750	22,000	-	1,000	-	23,000	284.88	272.49	5.00	17.71	22.71	275.92	4.00	42.80	46.80	146.43	65.51	95.66
82	Coast Mountains	Medium Rural Climate	3	3,859.5000	17,000	2,000	1,000	-	20,000	227.03	192.98	5.00	15.57	20.57	187.61	1.00	27.00	28.00	137.84	48.57	79.46
83	North Okanagan-Shuswap	Medium Rural Climate	3	6,475.8125	24,000	1,000	1,000	-	26,000	269.83	249.07	4.00	16.64	20.64	313.79	7.00	35.00	42.00	154.19	62.64	103.39
91	Nechako Lakes	Medium Rural Climate	3	3,989.3750	15,000	3,000	1,000	-	19,000	265.96	209.97	3.00	15.90	18.90	211.08	2.00	24.40	26.40	151.11	45.30	88.07
93	Conseil scolaire francophone	Medium Rural Climate	3	6,478.8125	44,000	-	1,000	-	45,000	147.25	143.97	6.00	23.90	29.90	216.68	50.00	50.00	50.00	128.29	80.40	80.58
20	Kootenay-Columbia	Medium Rural	4	3,880.7500	10,000	1,000	-	-	11,000	388.08	352.80	5.00	13.50	18.50	209.80	18.00	18.00	18.00	215.60	36.50	106.33
22	Vernon	Medium Rural	4	8,600.0000	19,000	3,000	1,000	1,000	24,000	452.63	358.33	6.00	10.00	16.00	537.50	3.00	40.00	43.00	200.00	59.00	145.76
28	Quesnel	Medium Rural	4	2,926.7500	14,000	1,000	1,000	-	16,000	209.05	182.92	3.00	9.10	12.10	241.88	19.00	19.00	19.00	154.04	31.10	94.11
48	Sea to Sky	Medium Rural	4	5,350.4000	14,000	1,000	1,000	-	16,000	382.17	334.40	3.00	20.00	23.00	232.63	1.00	25.60	26.60	201.14	49.60	107.87
67	Okanagan Skaha	Medium Rural	4	5,601.0625	17,000	5,000	1,000	1,000	24,000	329.47	233.38	4.00	16.56	20.56	272.46	1.00	29.57	30.57	183.21	51.13	109.55
69	Qualicum	Medium Rural	4	4,386.9375	10,000	1,000	1,000	1,000	13,000	438.69	337.46	2.00	11.00	13.00	337.46	6.25	20.75	27.00	162.48	40.00	109.67
70	Pacific Rim	Medium Rural	4	3,951.3125	11,000	1,000	1,000	1,000	14,000	359.21	282.24	2.00	9.20	11.20	352.80	2.00	25.00	27.00	146.34	38.20	103.44
71	Comox Valley	Medium Rural	4	9,885.8750	20,000	2,000	1,000	-	23,000	494.29	429.82	5.00	21.80	26.80	368.88	3.00	44.60	47.60	207.69	74.40	132.87
72	Campbell River	Medium Rural	4	5,545.0000	17,000	1,000	1,000	1,000	20,000	326.18	277.25	4.00	10.83	14.83	373.95	3.00	34.00	37.00	149.86	51.83	106.99
75	Mission	Medium Rural	4	6,307.6880	16,000	1,000	1,000	1,000	19,000	394.23	331.98	3.00	16.00	19.00	331.98	2.00	32.00	34.00	185.52	53.00	119.01
79	Cowichan Valley	Medium Rural	4	8,223.8540	23,000	1,000	1,000	1,000	26,000	357.56	316.30	5.00	19.60	24.60	334.30	4.00	41.00	45.00	182.75	69.60	118.16
33	Chilliwack	Medium Urban	5	14,041.4000	27,000	1,000	1,000	1,000	30,000	520.05	468.05	4.00	29.20	33.20	422.93	7.00	60.00	67.00	209.57	100.20	140.13
37	Delta	Medium Urban	5	16,135.2500	31,000	-	2,000	1,000	34,000	520.49	474.57	7.00	30.00	37.00	436.09	4.80	65.80	70.60	228.54	107.60	149.96
40	New Westminster	Medium Urban	5	6,786.5625	12,000	3,000	2,000	1,000	18,000	565.55	377.03	5.00	24.01	29.01	233.97	1.00	28.00	29.00	234.02	58.01	117.00
42	Maple Ridge-Pitt Meadows	Medium Urban	5	15,266.8130	30,000	2,000	1,000	1,000	34,000	508.89	449.02	7.00	32.00	39.00	391.46	5.00	57.00	62.00	246.24	101.00	151.16
44	North Vancouver	Medium Urban	5	15,612.0000	31,000	1,000	1,000	-	33,000	503.61	473.09	7.00	39.00	46.00	339.39	8.00	69.25	77.25	202.10	123.25	126.67
45	West Vancouver	Medium Urban	5	7,072.8125	17,000	1,000	-	-	18,000	416.05	392.93	7.00	20.60	27.60	256.26	1.00	35.00	36.00	196.47	63.60	111.21
57	Prince George	Medium Urban	5	12,994.6875	40,000	1,000	1,000	1,000	43,000	324.87	302.20	4.00	53.60	57.60	225.60	7.00	73.00	80.00	178.01	130.60	99.50
62	Sooke	Medium Urban	5	11,449.5630	25,000	1,000	1,000	1,000	28,000	457.98	408.91	4.00	40.00	44.00	260.22	9.00	57.00	66.00	173.48	110.00	104.09
63	Saanich	Medium Urban	5	7,776.4375	14,000	1,000	1,000	1,000	17,000	555.46	457.44	4.00	27.30	31.30	248.45	5.00	36.00	41.00	212.47	67.90	114.53
68	Nanaimo-Ladysmith	Medium Urban	5	14,555.7500	35,000	1,000	1,000	1,000	38,000	415.88	383.05	8.00	32.00	40.00	363.89	4.00	62.00	66.00	220.54	116.	

2021-2022 Board Calendar

DATE	TIME	LOCATION	MEETINGS	COMMENT
September 21, 2021	1:30 – 2:30 pm	Board Office, Nelson	Closed Board Meeting	
	3:00 pm – 4:30 pm	Board Office, Nelson	Operations and Finance	Audited Financials Recommendation
	5:00 – 7:00 pm	Board Office, Nelson	Open Board Meeting	Audited Financials Approval
October 19, 2021	12:30 – 4:30 pm	Board Office, Nelson	Committees of the Whole	
October 26, 2021	3:00 – 4:30 pm	Board Office, Nelson	Closed Board Meeting	
	5:00 – 7:00 pm	Board Office, Nelson	Open Board Meeting	
November 23, 2021	3:00 – 4:30 pm	Board Office, Nelson	Closed Board Meeting	
	5:00 – 7:00 pm	Board Office, Nelson	Open Board Meeting	
December 7, 2021	3:00 – 4:30 pm	Board Office, Nelson	Closed Board Meeting	
	5:00 – 7:00 pm	Board Office, Nelson	Open Board Meeting	
<i>Winter Break (December 19 – January 3)</i>				
January 18, 2022	3:00 – 4:30 pm	Board Office, Nelson	Closed Board Meeting	
	5:00 – 7:00 pm	Board Office, Nelson	Open Board Meeting	
February 15, 2022	2:00 – 3:00 pm	Board Office, Nelson	Closed Board Meeting	<i>If needed</i>
	3:30 – 4:30 pm	Board Office, Nelson	O&F Committee Meeting	Amended Budget Recommendation
	5:00 – 7:00 pm	Board Office, Nelson	Open Board Meeting	Amended Budget Approval
March 8, 2022	1:00 – 2:00 pm	Mt. Sentinel, Slocan	Closed Board Meeting	<i>If needed</i>
	2:00 – 4:30 pm	Mt. Sentinel, Slocan	Edu. and G&P Committees	
	5:00 – 7:00 pm	Mt. Sentinel, Slocan	Open Board Meeting	
<i>Spring Break (March 12 – 27)</i>				
April 26, 2022	1:30 – 3:00 pm	Crawford Bay School	Closed Board Meeting	
	3:30 – 4:30 pm	Crawford Bay School	O&F Committee Meeting	Preliminary Draft Budget Review
	5:00 – 7:00 pm	Crawford Bay School	Open Board Meeting	
May 17, 2022	12:30 – 5:00 pm	Board Office, Nelson	Committees of the Whole	O&F – Supt’s Recommended Budget
May 24, 2022	3:30 – 4:30 pm	Board Office, Nelson	Closed Board Meeting	
	5:00 – 7:00 pm	Board Office, Nelson	Open Board Meeting	2022-2023 Budget Approval
June 21, 2022	3:00 – 4:30 pm	Board Office, Nelson	Closed Board Meeting	
	5:00 pm – 7:00 pm	Board Office, Nelson	Open Board Meeting	
<i>Summer Break</i>				