

**OPERATIONS & FINANCE PARTNER ADVISORY COMMITTEE
MINUTES**

TUESDAY, FEBRUARY 14, 2023

- Board:** K. Etheridge, Committee Chair
L. Trenaman, Chair
D. Lang, Vice-Chair (via video conference)
M. J. Blackmore
J. Bremner
S. Chew (via video conference)
A. Gribbin
S. Nazaroff
M. Shunter
- District Staff:** T. Smillie, Superintendent
J. Gludemans, Secretary-Treasurer
B. Eaton, District Director of Instruction – Innovative Learning
C. Kerr, Director of Operations (via video conference)
C. Singh, Director of Human Resources
S. Bruskowski, Executive Assistant
- Partners:** C. Bayly – DPAC
M. Bennett – CUPE
A. Early – CUPE
J. Francis – KLPVPA
G. Higginbottom – ACE
J. Kooznetsoff – KLPVPA
D. Kunzelman – KLTF
T. Rice – DPAC
C. Wilson – KLTF
- Regrets:** D. Holitzki, District Director of Instruction – Equity, Inclusion & Diversity

1. Call to Order

The meeting was called to order at 1:35 PM.

2. Acknowledgement of Aboriginal Territory

3. Changes to Proposed Agenda - Nil

4. Adoption of Agenda

5. Receiving Presentations - Nil

6. Opportunity for Comments by the Public regarding items on this Agenda

A Partner asked whether there was going to be an update on the strike vote. The Superintendent clarified that information cannot be shared with the public during ongoing bargaining.

7. Correspondence - Nil

8. Adoption of Minutes

A Partner suggested several edits to the minutes of the September 27, 2022, meeting. The September 27, 2022, minutes were adopted as amended.

9. Unfinished Business - Nil

10. New Business

A. Amended budget

The Secretary-Treasurer presented the 2022-2023 Amended Annual Budget. The (Initial) Annual Budget was based on projections and best estimates available at the time. Revenues were updated after the September 29 enrollment count. The amended budget reflects the changes that occurred over the course of the school year. As part of the package provided in the agenda, the Secretary-Treasurer presented the amended annual budget bylaw which will be provided to the Board for approval in the Public Meeting of the Board later the same day.

The Secretary-Treasurer responded to comments and questions by Trustees and partners.

B. Budget Development Process and Schedule

The Secretary-Treasurer provided the 2023-2024 budget schedule and invited everyone to participate in the survey. The feedback received will be considered in the creation of the budget.

11. Comments or Questions from the Public

The Superintendent replied to a member of the public that releasing the \$76k carry-forward in the international program into the unrestricted operating surplus will be brought forward to the Board for consideration during the annual budget process.

12. Meeting Schedule & Reminders

The next meeting of the Committee is scheduled for March 14, 2023.

13. Adjournment of Meeting

The meeting was adjourned at 2:54 PM.

[Redacted Signature]

Committee Chair

[Redacted Signature]

Secretary-Treasurer