



FINANCE & OPERATIONS COMMITTEE MEETING

Friday, May 06, 2016 – 2:00 p.m.

Atlantic Place – Executive Boardroom

Via Teleconference

1. Call to Order

The meeting of the Finance and Operations Committee of the Newfoundland and Labrador English School Board was called to order at 2:00p.m. on Friday, May 06, 2016.

Members Present: Goronwy Price, Chair
 Nada Borden, Committee Member
 Wayne Lee, Committee Member
 John George, Committee Member
 Rick Martin, Committee Member

NLESD Staff Present: Darrin Pike, CEO/Director of Education
 Tony Stack, Assistant Director of Education, Operations
 Terry Hall, Assistant Director of Education – Finance and Business
 Administration
 Jim Sinnott, Director of Facilities & Custodial Management
 Cathy Martin, Administrative Assistant (Operations/Recorder)

Absent with Regrets: Milton Peach, Board Chair
 Gary Baikie, Committee Member

2. Approval of Agenda

It was moved by John George, seconded by Rick Martin and carried unanimously that the agenda be adopted as presented. Carried.

3. Approval of Minutes – March 5, 2016

Deferred until next Finance and Operations Committee meeting.

4. New Business – for motion

4.1 Annual RM submission to DEECD

Background and Details:

Each year the District makes a submission to the Department of Education and Early Childhood Development (DEECD) regarding requests for repairs and maintenance project funding. In turn, the DEECD develops a program of work – to fit within their annual budget allocation – drawn from:

1. projects that have been identified, often with planning completed, in previous years;
2. the Board’s annual Repairs and Maintenance Submission; and/or
3. emergent priorities (e.g. sudden failure in building components that require immediate repair).

The Repairs and Maintenance Submission is prepared in two sections – a prioritized list of “high need” projects from across the province, and regional sub-lists of projects that are not (yet) immediate needs but we wish to have considered nonetheless. As finances permit, the DEECD typically funds some projects off the lists each year (e.g. some parking lots).

In the past the Department allocated funding approximately in proportion with the size of the District, in order to balance funding to projects requested by the previous four Districts. However the prioritized Board submission does not explicitly attempt to do any such allocation. Instead, to allow central evaluation of provincial submission, the list is broken down with “ranks” and “priorities”. A rank indicates, on a scale of 1 to 5, the seriousness of the issue as follows:

Rank 1 examples: active leak in wooden/gypsum building (mould risk); a boiler requiring immediate replacement to prevent school closure; a room requiring immediate renovation or a child cannot attend school.

Rank 2 examples: active leak in a concrete block building (minimal mould risk); a boiler that is at high risk of failure; an item required for student needs within 12 months.

Rank 3 examples: a roof with some leaks - but managed; a boiler that requires attention in the near term, but ok for ~2 years; a programming need where alternatives are in place, but which requires a permanent solution.

Rank 4 examples: a roof that is end of life, but no current leaks; a boiler requiring replacement in the next three years; a recommended programming upgrade.

Rank 5 examples: A roof with expected ~5 year life remaining; a boiler that by age alone item requires preventative maintenance/replacement, but has no current issues; or a facility improvement that would be beneficial but is not an immediate need.

The ranking system allows projects, being assessed by different people in the four regions, to be evaluated impartially against other regions’ lists. The priority follows from the rank; it is an ordering based on the judgment of local and headquarters staff, and is a required element by the DEECD. One can expect a material difference in projects of differing rank, whereas the difference between close-priority items is minimal.

Motion:

Moved by John George, seconded by Nada Borden that the Finance and Operations Committee recommend that the Board accept the prioritized Repairs and Maintenance Submission, and further recommend that District staff be authorized to make adjustments to the list throughout the year, as operational needs warrant. Carried.

New Business – Information Purposes

4.2 Teacher Allocation Budget

Gerald Buffett, Assistant Director of Education, Human Resources provided a review of the teaching allocation for the 2016-2017 school year. He provided clarification for the committee on the differences in the teaching numbers currently being circulated to the public from government, the NLTA, and the District.

5 Date of Next Meeting

The next meeting will be at the call of the Chair.

6 Adjournment

There being no further business the meeting adjourned at 2:30 p.m. Motion to adjourn by Rick Martin. Carried.