



FINANCE & OPERATIONS COMMITTEE MEETING
Monday, May 15, 2017 – 12:00pm
NLESD Headquarters
95 Elizabeth Avenue, St. John's, NL (Skype)

1. Call to Order

A meeting of the Finance and Operations Committee of the Newfoundland and Labrador English School Board was called to order at 12:12pm on Monday, May 15, 2017.

Members Present: Jennifer Aspell, Chair
Winston Carter, Committee Member
Bruce Cluney, Committee Member
Thomas Kendell, Committee Member
Peter Whittle, Committee Member
Wayne Lee, Committee Member

NLESD Staff Present: Tony Stack, Director/CEO (Interim)
Terry Hall, Assistant Director of Education – Finance and Business Administration/Student Transportation
Lucy Warren, Associate Director of Education – Programs and Operations (Interim)
Jim Sinnott, Director of Facilities and Custodial Management
Susan Clarke, Administrative Assistant (Finance/Recorder)

Regrets: Goronwy Price, Board Chair
John Smith, Committee Member
Ray Bennett, Committee Member

2. Approval of Agenda

It was moved by Thomas Kendell, seconded by Bruce Cluney that the agenda be adopted as amended. *Carried.*

3. Approval of Minutes – March 22, 2017

It was moved by Winston Carter, seconded by Peter Whittle that the minutes of March 22, 2017 be adopted as presented. *Carried.*

4. New Business – Motion

4.1 Quarterly Budget Status Update – Period ending March 31, 2017

The quarterly budget status update for the period ending March 31, 2017 was tabled by Terry Hall, Assistant Director of Education - Finance and Business Administration/Student Transportation.

Total Budget

Original Budget (total)	\$772.90 Million
Revised Budget (total)	772.28 Million
Budget decrease	0.62 Million

Net of block funding from DEECD

Revised Budget	87.01 Million
Revenue earned to March 31, 2017 (net)	65.18 Million
Incurred/encumbered to March 31, 2017 (net)	60.17 Million
% Budget remaining (net)	30%

Expenses are expected to remain within budget for the 2016-17 fiscal year, although certain expenditures may exceed the approved budget allocation and budget transfers within these categories may be required.

Budget Adjustments

There has been a total budget decrease of \$620,366 since the original approved budget for the 2016-17 school year. The adjustments include:

Quarter ending March 31: an increase of \$191,700 due to the Board of Trustee election in November 2016.

Quarter ending December 31: a decrease of \$812,066 due to a decrease in board owned transportation expenses primarily relating to the implementation of full day kindergarten.

Motion:

Moved by Bruce Cluney, seconded by Thomas Kendell that the Finance and Operations Committee recommend to the Board, approval of the revised Quarterly Budget Status Update for the period ending March 31, 2017. Carried.

4.2 Naming of School – Former G.C. Rowe (Corner Brook)

Correspondence was forwarded by School Councils from Humber Elementary and St. Gerard's Elementary to the District. This correspondence outlined the voting process that they followed to select a new name for the school which will be housed at the former G.C. Rowe.

Students, parents and staff were included in the voting process for a new school name and mascot/logo for the school. There were 43 proposed names put forward. Both School Councils met and shortened the list to 17 names and then further shortened it to 3 names. At this point parents were surveyed in order to select a name from the 3 final names.

The final results indicated that "Eastside Elementary" was the preferred name, "Bayview Elementary", was the second choice and "Riverview Elementary" was third.

Motion:

Moved by Bruce Cluney, seconded by Thomas Kendell that the Finance and Operations Committee recommend to the Board, approval of the name "Eastside Elementary" for the new elementary school to be housed at the former G.C. Rowe in Corner Brook as requested by the Humber Elementary and St. Gerard's Elementary School Councils.

4.3 Naming of School – New Gander 4-6 School

Correspondence was forwarded by the School Council from Gander Academy. This correspondence outlined the voting process that they followed to select a name for the new 4-6 school in Gander.

Students and parents of Gander Academy were included in the voting process for a new school name. There were 73 unique proposed names put forward. Due to time constraints, and in consultation with the NLESD Regional Office, a shortlist was not sent to parents/guardians for voting purposes. All names were taken into consideration by the School Council with the names noted below being highlighted as they best conform to District policy.

The final results indicated that "Gander Elementary" was the preferred name, "Crossroads Elementary", was the second choice and "Crossroads Academy" was third.

Motion:

Moved by Winston Carter, seconded by Bruce Cluney that the Finance and Operations Committee recommend to the Board, approval of the name "Gander Elementary" for the new 4-6 elementary school in Gander as requested by the Gander Academy School Council. *Carried.*

4.4 Naming of School – New Torbay area Intermediate School

Correspondence was forwarded by the School Council from the new Torbay Intermediate School. This correspondence outlines the voting process that they followed to select a name for the new Intermediate school.

Residents of Torbay area including parents and students of all schools were included in the voting process for a new school name. Meetings were held to narrow down the list of names to four potential choices: Juniper Ridge Intermediate, North East Intermediate, Spruce Ridge Intermediate and Water's Edge Intermediate. The school community was invited to provide feedback on the shortlist for their preference. School Council held a meeting to discuss community feedback and determine a final name.

The result of this meeting led to the School Council selecting the name of Juniper Ridge Intermediate as the name for their new Intermediate school.

Motion:

Moved by Peter Whittle, seconded by Thomas Kendell that the Finance and Operations Committee recommend to the Board, approval of the name "Juniper Ridge Intermediate" for the new Torbay Intermediate School as requested by the School Council. *Carried.*

New Business – Updates

4.5 Update on Major Projects in Schools

Jim Sinnott, Director of Facilities and Custodial Management, provided a detailed update to the Committee on major projects in various schools within the Newfoundland and Labrador School District.

This item was for update and information purposes only.

4.6 Process for having projects added to the Major Projects list

Jim Sinnott, Director of Facilities and Custodial Management, re-affirmed and outlined the process required in order to have a school project added to the Major Projects list.

As presented:

- Each year the Board submits a capital request list (November/December) to GovNL
- Generally capital requests are due to:
 - Increased capacity needs: new schools and extensions
 - Decreased capacity needs: e.g. an extension to a school resulting in the closure of another school(s)
 - Facility replacements: new schools to replace other school(s)
- Capital approvals are typically announced in the Provincial Budget

This item was for information purposes only.

5. **Date of Next Meeting**
The next meeting will be held at the call of the Chair.

6. **Adjournment**
Motion to adjourn by Bruce Cluney at 1:30pm. *Carried.*