



**FINANCE & OPERATIONS COMMITTEE MEETING**  
**August 17, 2018 – 12p.m.**  
**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 12:05p.m. on Friday, August 17, 2018.

Members Present:        Thomas Kendell, Chair  
                                  Winston Carter, Committee Member  
                                  Corey Parsons, Committee Member  
                                  Peter Whittle, Committee Member  
                                  Ray Bennett, Committee Member

NLESD Staff Present:    Tony Stack, Director of Education/CEO  
                                  Terry Hall, Assistant Director of Education – Finance and Business  
                                  Administration/Student Transportation  
                                  Jim Sinnott, Director of Facilities and Custodial Management  
                                  Bernadette Cole-Gendron, NLESD Solicitor  
                                  Susan Clarke, Administrative Assistant (Finance/Recorder)

Regrets:                    Goronwy Price, Board Chair  
                                  Keith Culleton, Committee Member  
                                  Wayne Lee, Committee Member

\*Request to amend the Agenda to add item 4.2 Alterations and Improvements Program (Fiscal Year 2018-2019).

**2. Approval of Agenda**

It was moved by Corey Parsons, seconded by Winston Carter that the agenda be adopted as amended. *Carried.*

**3. Approval of Minutes – August 2, 2018**

It was moved by Winston Carter, seconded by Ray Bennett that the minutes of August 2, 2018 be adopted as presented. *Carried.*

#### **4. New Business**

##### **4.1 Review of Use of District Facilities by Teachers**

Item referred back from Board to Finance and Operations Committee for further review.

Tabled by Terry Hall, Assistant Director of Education (Finance and Business Administration/Student Transportation).

Discussion surrounded whether or not there was a way of allowing teachers to use gym facilities in schools after hours without going against Government and District policy. It was noted that there is a fine line between use and abuse of school facilities by staff.

Summer rentals of school facilities are controlled by Facilities Division. School Administrators have ability to set rental fees dependent on the group or organization requesting use of the school as long as it is in line with District Policy for Community Use of Schools.

District liability is quite high in cases where employees are using district facilities after hours for personal use and the liability for this is in place by Government for the District.

This policy applies to all District staff when it comes to use of district facilities, materials, etc. for personal use and not just to teachers. It would be difficult to restrict only certain employees and not others.

After further discussion and consideration of information provided by Terry Hall, it was decided among the Finance and Operations Committee members present that they were in agreement to keep the policy in place as it was originally passed by the Board and this will be conveyed to all Trustees at the next Board meeting.

##### **4.2 Alterations and Improvements Program (Fiscal Year 2018-2019)**

Tabled by Jim Sinnott, Director of Facilities and Custodial Management.

This item was previously termed "Repairs and Maintenance".

Jim presented a list of projects provided by Department of Transportation and Works for the District. This list includes ongoing projects and those that are now recommended for funding.

This list has to be approved at the Finance and Operations Committee level and then by the Board.

##### **Motion:**

**Moved by Peter Whittle, seconded by Winston Carter that the Finance and Operations Committee recommend to the Board, approval of the Alterations and Improvements Program (Fiscal Year 2018-2019) list as presented. *Carried.***

5.     **Date of Next Meeting**  
The next meeting will be held at the call of the Chair.
  
6.     **Adjournment**  
Motion to adjourn by Peter Whittle at 12:45pm. *Carried.*