



FINANCE & OPERATIONS COMMITTEE MEETING
October 16, 2019 – 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 12:16p.m. on Wednesday, October 16, 2019.

Members Present: Peter Whittle, Chair
Wayne Lee, Committee Member
Jennifer Aspell, Committee Member
Keith Culleton, Committee Member
Winston Carter, Committee Member

NLESD Staff Present: Terry Hall, CFO/ADE – Corporate Services (Recorder of Minutes)
Jim Sinnott, Director of Facilities and Custodial Management

Regrets: Goronwy Price, Board Chair
John George, Committee Member
Tom Kendell, Committee Member
Ray Bennett, Committee Member
Tony Stack, CEO/Director of Education
Susan Clarke, Administrative Assistant (Corporate Services)

2. Approval of Agenda

It was moved by Wayne Lee, seconded by Winston Carter that the agenda be adopted as presented. *Carried.*

3. Approval of Minutes – August 29, 2019

It was moved by Jennifer Aspell, seconded by Keith Culleton that the minutes of August 29, 2019 be adopted as presented. *Carried.*

4. New Business (Motion)

4.1 Approval - Budget 2019-2020

Mr. Terry Hall, CFO/ADE – Corporate Services provided the schedules summarizing the operating budget for the Newfoundland and Labrador English School District (NLESD) for the period July 1, 2019 to June 30, 2020. The budget does not reflect capital funding, special incentive or special project funding from the Department of Education and Early Childhood Development (DEECD) or Nunatsiavut Government funding nor does it reflect school's controlled funds, or the operations of the Newfoundland and Labrador Education Foundation.

Mr. Hall highlighted the material items that gave rise to the variances in the grant budgets year over year and also noted that expenses were budgeted to better align with where actual expenditures have been over the last couple of years. There was a brief discussion and some clarification questions were addressed.

The *Schools Act, 1997* requires School Districts to balance its budget each fiscal year. The proposed budget for the 12 month period ending June 30, 2020 is balanced. The budget as presented reflects the most current operating grant from DEECD for this period.

Motion:

Moved by Peter Whittle, seconded by Wayne Lee that the Finance and Operations Committee recommend to the Board, approval of the Newfoundland and Labrador English School District's balanced operating budget for the 12 month period from July 1, 2019 to June 30, 2020. *Carried.*

New Business (Discussion)

4.2 Impact of Shared Services for Financial Management vs. a Stand-alone system for NLESD

Mr. Hall provided a brief commentary on what moving to the Government of Newfoundland and Labrador's core Financial Management System means and how it addresses concerns in the Auditor General's report versus going to a fully integrated stand-alone system as has been proposed. Trustee Aspell provided commentary in support of past proposals to acquire a fully integrated stand-alone system designed to run a School District. Further discussion is to be held with the entire Board. Mr. Hall also noted it is common practice/standard across Canada that School Districts operate on its own systems and not core Government systems.

For discussion only.

4.3 Student Transportation 1.6km rule

Trustee Aspell highlighted that there are a number of items, including this one, that have an impact on the delivery of education and keeping attention on them is really to determine how the Board can enact change if required. Other items proposed for review were cap size, IRT and Guidance allocation, etc. It was acknowledged that these are mostly policy driven outside District control. Mr. Hall suggested that items could be addressed and requested as part of the budget process. Trustee Lee re-iterated the budget process is probably the best avenue to request change. All other Trustees agreed with the principle of the items raised by Trustee Aspell.

For discussion only.

4.4 Trustee and Staff Per Diem Rates

It was acknowledged that Trustees are voluntary positions and that established Government of Newfoundland and Labrador per diems are not enough to cover basic meals and on a regular basis, Trustees end up out of pocket to attend meetings throughout the year. Mr. Hall acknowledged these are the established rates and there appears to be no mechanism in place for the District to establish its own rates in this situation but it will be researched. Trustee Aspell highlighted that she thought District Executive staff should not be out of pocket for the frequent travel they do on behalf of the District either. Trustee Culleton asked if it was something that could be a budget request.

For discussion only.

5. Date of Next Meeting

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

6. Adjournment

Motion to adjourn by Wayne Lee at 1:15p.m. *Carried.*