



FINANCE & OPERATIONS COMMITTEE MEETING
June 3, 2020 – 12pm
Newfoundland and Labrador English School District
(Via 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 12:03pm on Wednesday, June 3, 2020.

Members Present: Steve Tessier, Chair
Goronwy Price, Board Chair
Thomas Kendell, Committee Member
Winston Carter, Committee Member
John George, Committee Member
Peter Whittle, Committee Member
Jennifer Aspell, Committee Member
Wayne Lee, Committee Member

NLESD Staff Present: Terry Hall, CFO/ADE – Corporate Services
Tony Stack, CEO/Director of Education
Jim Sinnott, Director of Facilities and Custodial Management
Susan Clarke, Administrative Assistant (Corporate Services)

2. Approval of Agenda (as amended)

It was moved by Goronwy Price, seconded by Winston Carter that the agenda be adopted as amended (4.5 added as per Tom Kendell). *Carried.*

3. Approval of Minutes – March 18, 2020

It was moved by Jennifer Aspell, seconded by Goronwy Price that the minutes of March 18, 2020 be adopted as presented. *Carried.*

4. New Business (Motion)

4.1 Central Health Easement Request – Lewisporte Academy

Central Health is constructing a long term care facility in Lewisporte, and require a waterline easement from the District. District staff have determined that there is no adverse effect for the school or District in granting this request.

Motion:

Moved by Jennifer Aspell, seconded by Goronwy Price that the Finance and Operations Committee recommend to the Board, approval of the easement required for Central Health in Lewisporte as per the submitted drawing. Carried.

New Business (Information Only)

4.2 Trustee Expense Update 2018-2019

Tabled by Terry Hall, Chief Financial Officer/ADE – Corporate Services.

The 2018-2019 Trustee Expense Update will be posted to the public. The expenses are presented for individual Trustees for the time period noted.

Discussion held on whether or not a further breakdown of the expenses to note factors such as 100% attendance at Board meetings, school reviews, and distance travelled, etc. should be posted.

Agreed that a note indicating that expenses vary due to different factors such as travel distances, attendance be added. Also suggested that Trustee Zone numbers and regions be indicated by Trustee names for clarity of areas they are representing.

For information purposes only.

4.3 District Task Force Report

Tabled by Terry Hall, Chief Financial Officer/ADE – Corporate Services.

It was recommended by the Chair Board that the District Task Force report be discussed at Committee levels to cover any areas of concern and address any questions that might be presented.

Areas of discussion included adjustments that will be required for curriculum in September on a virtual and in-class basis. Cost factors and modifications required for social distancing rules as set by Health officials. Necessity to purchase more technology equipment, enhanced internet access and facilities adjustments within schools to allow for both virtual and in-class teaching.

Report has been forwarded to DEECD for review and the District is awaiting their response especially regarding the impact of Finances and Budgets for the upcoming school year.

Further discussion regarding options available via recently announced Federal funding and whether it would be pertinent for the District to address this with DEECD to see if funding may be available for enhanced IT, Broadband updates, etc.

For Information purposes only.

4.4 Facilities Update

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

1. Bay d'Espoir: Work ongoing for completion of new school. Expected move in date of September 2021 is still in place. Transfer of Milltown school building to Town of Milltown still ongoing. Presently removing any District materials and equipment from the building to help facilitate the Town's possession.
2. Bishop Feild: Main job substantially complete via Eastern Contracting. Fire Alarm upgrade partially by TW with NLESD to complete. Still some water infiltration in the gym but being addressed and then the gym floor will be replaced. Painting tender has been awarded. Teachers packing up at former School for the Deaf and will move back into Bishop Feild the last 3 days of this school year. Students will be placed back at Bishop Feild for September 2020. NSD is not NLESD property and was previously assessed by TW consultant as a CONA site. Most recently re-assessed by TW consultant as potential French Board school (replacing their temp location at Holy Cross Junior); ultimately GovNL decision.
3. Coley's Point: Work ongoing for completion of new school. Original completion date was end of October, 2020 - now anticipate early 2021. Administration checking with school council regarding naming of school.
4. Corner Brook Bus Depot: Work ongoing – EFCO. Schedule delayed for approximately 5 months with an expected completion of December 2020. Closed school and rental garage used in interim.

5. Gander Academy: Work ongoing – Marco. The original two gyms remain with the new school being built on to those. Original new school date was December 2020 but now looking like February 2021 with July 2021 demolition of old school
6. Paradise Intermediate: Work ongoing – Lindsey. Some delays but not critical path items so schedule Sept 2021 intact. This is the first tilt-up school built in Newfoundland.
7. Humber Redevelopment - tender closed but not awarded. Awaiting on Federal/Provincial Government stimulus funding.

For information purposes only.

4.5 Related Party Transactions – Conflict of Interest

Tabled by Thomas Kendell, Committee Member.

As per new accounting standards of PSAB, Trustees at Central Health had to complete a declaration form which requires Trustees to include family member information as well as their own. Question on whether the School Board would follow suit with this.

The District's recently revised Conflict of Interest Policy and Code of Ethics covers any direct family members where a perceived conflict may be in question. It is possible that the District may be required to have Trustees complete the PSAB declaration form with the next Audit.

For discussion and 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 Goronwy Price at 12:56pm. *Carried.*