



**ELK ISLAND PUBLIC SCHOOLS REGIONAL DIVISION #14**

**The Board meeting for budget review for the Elk Island Public Schools Regional Division Board of Trustees was held on Wednesday, May 21, 2014 in the Board Room, Central Services Administration Building, Sherwood Park, Alberta.**

**The Board of Trustees Budget Review Meeting convened with Chair T. Boymook calling the meeting to order at 9:15 a.m.**

Board members present:

- |                     |                 |
|---------------------|-----------------|
| Trina Boymook       | Harvey Stadnick |
| Skip Gordon         | Jim Seutter     |
| Colleen Holowaychuk | Heather Wall    |
| Barb McNeill        | Ray Welsh       |
| Lynn Patterson      |                 |

Administration present:

- |              |  |
|--------------|--|
| B. Beliveau  | Superintendent                                     |
| E. Zimmerman | Associate Superintendent<br>Instructional Services |
| K. Satchwell | Associate Superintendent<br>Human Resources        |
| S. McFadyen  | Chief Financial Officer/<br>Secretary/Treasurer    |
| S. Hagen     | Director, Finance                                  |
| P. Cross     | Assistant Director, Business Advisory Services     |
| K. Sand      | Director, Communication Services                   |
| J. Jarvie    | Recording Secretary                                |

In attendance was B. Shields representing the ATA Local, and Financial Services staff.

Call to Order 9:15 a.m.

Committee of the Whole Moved by H. Stadnick:

089/2014	THAT the Board meet In Camera (9:15 a.m.)	<b>CARRIED <u>UNANIMOUSLY</u></b>
----------	---	---------------------------------------

Moved by H. Stadnick:

090/2014	THAT the Board revert to regular session (10:05 a.m.)	<b>CARRIED <u>UNANIMOUSLY</u></b>
----------	---	---------------------------------------

The Board recessed at 10:05 a.m. and reconvened at 10:15 a.m. with all trustees noted above in attendance.

Approval of the Agenda The Chair called for approval of the agenda.

Moved by H. Wall:

091/2014	THAT the agenda be approved as presented.	<b>CARRIED <u>UNANIMOUSLY</u></b>
----------	---	---------------------------------------

**BUDGET OVERVIEW**

S. McFadyen, S. Hagen and P. Cross presented the 2014/2015 proposed budget. Time was afforded for trustees to ask questions and note items for follow-up.

S. McFadyen advised that Board Policy 2 – Role of the Board establishes that the Board of Trustees will approve the annual budget.

Moved by B. McNeill:

092/2014	That the Board of Trustees receive for information the 2014/2015 Budget for Elk Island Public Schools.
----------	--

\_\_\_\_\_  
Board Chair

\_\_\_\_\_  
Corporate Secretary

- Highlights** S. McFadyen presented the Budget Highlights. He advised that the 2014/2015 budget is based on the following budget principles:
- Equitable distribution of funds and programs.
  - Transparent and understandable allocations.
  - Alignment with EIPS District Education Plan
- The budget has an operating deficit of \$4,910,999 which is offset by accumulated operating reserves.
- Assumptions** Key Assumptions are based on the best information available at the time the budget is prepared. Some of the key budget assumptions are:
- Transportation, Operations & Maintenance and Inclusive Education Funding will be spent in the respective areas
  - Enrolment will increase 177 students to a total of 16,800 students
  - Compensation:
    - Certificated, Classified and Trustee wage rates will remain at 2011/12 levels
    - Certificated standard cost remains at the 2012/2013 rate of \$99,500 as grid movement is offset by decreased benefit costs and projected retirements.
    - Classified standard cost projected changes range from a 3.4% decrease to 1.1% increase due to grid movement and changes in benefit costs
  - EIPS District Operating Reserve of approximately 2.0% of EIPS Budget will be maintained (approximately \$4.0 million)
  - Reserve estimates include: (page 2)
    - Projection of a \$1.7 million surplus related to the 2013/2014 standard cost, less a Division purchasing initiative of \$1.1 million
    - Projection of a \$1.8 million surplus for Schools and Departments
    - Transfer of \$200,000 from Operating Reserves to Capital Reserves to support future capital purchases.

#### **FINANCIAL STATEMENTS**

The following Financial statements were presented:

- Statement of Revenues and Expenses
- Detailed Revenue Alberta Education
- District Staffing
- Central Staffing
- School Staffing
- Projected Changes in Accumulated Operating Surplus
- Continuity Schedule of Capital Reserves
- Accumulated Operating Surplus
- Reserves as a Percentage of Operating Expenses

#### **SCHOOLS**

The following information on schools was presented:

- Schools Allocation Summary
- School Budget Synopsis
- Enrolment Detail
- High School Credit Enrolment Unit (CEU) Analysis
- Special Education – Grade 1 to 12
- Special Education – Early Childhood Services (ECS)

The Board recessed at 11:45 a.m. and reconvened at 12:35 p.m.

#### **CENTRAL SERVICES**

S. McFadyen presented information on the following:

- Expenses by Block
- Expenses by Category
- Capital and Debt Services/Fiscal Services – 2014/2015 Budget
- Capital and Debt Services/Fiscal Service
- Business Services – 2014/2015 Budget
- Facility Services – 2014/2015 Budget
- Board Governance – 2014/2015 Budget
- B. Beliveau presented the Education Executive – 2014/2015 Budget

---

Board Chair

---

Corporate Secretary

- E. Zimmerman presented the Instructional Services – Central and Schools 2014/2015 Budget
- E. Zimmerman presented the Student Transportation – 2014/2015 Budget
- K. Satchwell presented the Human Resources – 2014/2015 Budget

**EXTERNAL SERVICES**

Business Plans were presented for the following areas:

- P. Pallister presented the Continuing Education – External Services – 2014/2015 Budget

Motion 092/14 put and declared.....**CARRIED UNANIMOUSLY**

Moved by R. Welsh:

093/2014

THAT the Board Meeting be adjourned at 2:45 p.m.

\_\_\_\_\_  
Board Chair

\_\_\_\_\_  
Corporate Secretary

Attachment 1

**SUMMARY OF REQUESTS FOR CONSIDERATION/FOLLOW-UP:**

<u>Requested by</u>	<u>Subject</u>	<u>Action/Follow-up</u>
T. Boymook	Discuss the role of fundraising by school councils and the use of the funds generated.	Future Education Committee
H. Wall	Page 30 – Facility Services – Software/Computers - should the license agreements for computers be under Dues & Fees rather than Software/Computers?	S. McFadyen
H. Wall	Page 42 – Contracted/General Services/Supplies – Furniture – how will the \$15,000 be spent?	E. Zimmerman