

**School District #75 (Mission)
Special Committee of the Whole Meeting Minutes**

**June 9, 2020, 3:30 pm
Zoom Video Conference**

Members Present: Board Chair, Tracy Loffler
Vice Chair, Randy Cairns
Trustee, Shelley Carter
Trustee, Rick McKamey
Trustee, Julia Renkema

Staff Present: Superintendent of Schools, Angus Wilson
Secretary-Treasurer, Corien Becker
Assistant Superintendent, Karen Alvarez
Assistant Secretary-Treasurer, Derek Welsh
District Principal of International Education, Collen Hannah
District Principal of Indigenous Education, Vivian Searwar
Director of Student Services, Carolyn Schmor
Executive Assistant, Aleksandra Crescenzo (Recorder)

Others Present: School Principal/ PVPA Representative – Linda Ziefflie,
CUPE President – Faye Howell, MTU President – Janise
Nikolic, and DPAC Representatives Dionne Hairsine and
Cheryl.

1. CALL TO ORDER

The meeting was called to order at 3:30 pm by the Chairperson. The Chair acknowledged that Mission Public Schools is held on Stó:lō Territory. There are four First Nation Bands within the boundaries of the Mission School District: Leq:a'mel, Sq'ewlets, Kwantlen, and Matsqui First Nations.

2. ADOPTION OF AGENDA

MOVED and Seconded that the Agenda be adopted as presented.

CARRIED

3. STAFF REPORTS

3.1 2020-21 Preliminary Budget

MOVED and Seconded that the MPSD preliminary budget be reconciled by making the following amendment:

1. Record additional revenue for registered students totaling \$300,000;
2. Record a transfer from surplus totaling \$40,000;
3. Further reduce the staffing budget by \$100,000;

AND THAT the Budget Bylaw and the Public Report document be prepared and returned to the Special Committee of the Whole meeting on June 23rd for a final review.

CARRIED

The Preliminary Budget has been reviewed, and updated by staff, with the challenge of planning for September 2020 considering the uncertainty caused by the COVID19 pandemic.

The budget is still showing a shortfall of \$440,000. A few options are presented for discussion and consideration for the preparation of the final draft of the budget for review and discussion for the June 23, 2020, Special CotW meeting.

The Secretary-Treasurer provided an overview of the options to reconcile the budget. Registrations for September enrolment are 55 students higher than the February enrolment count (current grant budget).

A recommendation was presented to balance the budget without depleting the surplus as there is an opportunity to include the additional revenue from the increased enrolment of 55 students. The Secretary-Treasurer advised that there is some risk with including all the increased revenue as there is a possibility that some students may not materialize in September.

Another recommendation was presented to use \$300k (of increased enrolment) and take the remainder from the contingency line.

What is included with option 3 to further reduce staffing? This information has not been solidified at this time and we do not have the all details.

The Board requested to remove the line item for Trustee Remuneration and requested to revisit the item during amended budget discussions.

Are international students staying in the country over the summer or has this been presented as a consideration. One to two students may return home, the rest of the students are staying through the summer.

We have depleted our casual pool. Are the numbers reflected in the budget for any additional hiring for additional casual staff? This item is not in the budget. We are expecting to cover off these costs and need to estimate how much additional staff will be required.

What is the current enrolment of international students?

- FTE: 137.8
- Headcount: 199

Have we accounted for summer school in this year's budget? Yes, summer school is included in this year's budget.

The Committee discussed the options and decided to include the following options to be included in the budget bylaw for the June 23, 2020, Special CotW meeting:

1. Include all or a portion of the income from additional enrolment
2. Include all or a portion of transfer from the surplus
3. Further decrease staffing levels

4. MINUTES OF PREVIOUS MEETINGS

4.1 Special Committee of the Whole meeting minutes dated, May 12, 2020

MOVED and Seconded that the Committee of the Whole minutes dated May 12, 2020 be approved.

CARRIED

4.2 Special Committee of the Whole meeting minutes dated, May 26, 2020

MOVED and Seconded that the Committee of the Whole minutes dated May 26, 2020 be approved.

CARRIED

5. INFORMATION ITEMS

The Chair announced that the Public Board meeting has been rescheduled to begin at 1pm on June 16, 2020.

A Special Committee of the Whole meeting is scheduled for June 23, 2020 at 3:30 pm. A Special Public Board meeting is scheduled for June 30, 2020 at 3:30 pm to pass the budget bylaw.

6. ADJOURNMENT

MOVED and Seconded that the Board adjourn the meeting.

CARRIED

The meeting adjourned at 4:20 pm.

Certified Correct:

Original Signed by Tracy Loffler

Original Signed by Corien Becker

Chair, Board of Education

Secretary Treasurer

The minutes were approved on June 30, 2020 at the Sp. Public Board meeting.