

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

May 11, 2021, 3:30 pm
Zoom Meeting

- Members Present:** Board Chair, Tracy Loffler
Vice Chair, Shelley Carter
School Trustee, Randy Cairns
Trustee, Julia Renkema
- Members Absent:** Trustee, Rick McKamey
- Staff Present:** Superintendent of Schools, Angus Wilson
Secretary-Treasurer, Corien Becker
Assistant Secretary Treasurer, Derek Welsh
Assistant Superintendent, Karen Alvarez
District Principal of Indigenous Education, Vivian Searwar
District Principal of International Education, Collen Hannah
Director of Facilities, Dana MacLean
Executive Assistant, Ilona Schmidt (Recorder)
- Others Present:** CUPE President, Faye Howell; DPAC Chair, Cheryl Blondin;
DPAC Treasurer, Jacquelyn Wickham; MTU President, Ryan
McCarty; MTU Vice-President, Janise Nikolic; Principal,
Hardeep Grewal; District Inclusion Mentor, Shannon
Bowsfield; MSS PAC Rep, Dionne Hairsine

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.

Trustee McKamey sends his regrets for not attending.

2. ADOPTION OF AGENDA

MOVED and Seconded that the Agenda be adopted as presented.

CARRIED

3. DELEGATIONS/PRESENTATIONS

4. CURRICULUM

5. UNFINISHED BUSINESS

6. STAFF REPORTS

6.1 Budget 2021/2022

Preliminary 2021/2022 Budget comparing to 2020/2021 Budget

Special Purpose funds had significant changes (Classroom enhancement fund, Covid Fund).

Staffing at SD75 and teacher salaries start with preliminary numbers, and get amended as actual numbers come in. French Funding OLEP - approval comes usually late.

Capital fund: Amortization - there will be some updates. SD75 has received approval for some capital projects, but numbers will be adjusted as we receive approval for more projects.

Staff are projecting reverse of the situation at Summit - students moving back to schools (compared to last year).

Enrolment changes account for \$1.4 million in revenue.

\$2.6 million operating fund due to student rate changes.

Staff are accounting for wage increases for MTU and CUPE.

International program had no significant changes till now. Potential enrolment is changing by the day. Fees per student have increased by \$1500 per student, bringing in revenue.

Wages increased across all groups.

New employees FTE, 1.6 million.

A request was made for reference or a breakdown to the numbers of staffing. Staff can provide more details in future meetings.

There was a general decrease in sick leave. Staff observed a dramatic drop in substitute requests/costs. Staff are forecasting some savings again, hoping to go back to somewhat pre-Covid levels.

A question was asked about technology lent out to students. Does the \$121,000 fall into that? IT has equipment budget for purchases,

repairs. SD75 purchased additional tablets and laptops with the Covid funds.

Maintenance position, Labourer, and BSWs were a component of Covid funding, now will be added back into regular operating budget.

Contract Services Riverside - decrease – a few programs have worked with other institutions (external vs. instructor in-house).

Professional Development and Travel, early career mentorship - any funds unspent this year will be carried over. The funding will come in for next year.

MSS project replacement consultant costs will be funneled through the local capital. Staff track all the costs and will be reimbursed by the Ministry. Staff have been trying to control contracted services costs. The Project Manager has not been hired yet. Staff are working on hiring a Facilities Manager. When the construction takes place, it will be decided, if the project manager will be an employee or a contract person.

Indigenous targeted funding: in current year, Staff are projecting significant surplus (due to Covid, and restrictions on spending it) Allocation of Surplus (= Indigenous program, will be covered by surplus).

p.4 of Agenda: Projected Operating Deficit \$333,485

School enrolment projections is expected to be higher than Staff projected in February by about 85 students. Staff will not know actual numbers until September. Adding revenue from 40-45 FTE students would offset the deficit.

Staff are forecasting significant Surplus this year, adding to surplus from last year. This could also be used to cover the shortfall.

Staff can allow for contingency but can be a little more aggressive with budgeting. Strategic Plan is being updated. Staff are trying to tie the specific actions to the Strategic plan (additional reporting).

The IT Network switches have been taken care of this year, and other wish list items are being looked at. May 25/June1 meetings to be arranged to discuss further. Staff can work towards having more detailed reports.

10 AM meeting can be scheduled on May 25, 2021

There seems to be more room than adding just 50 students. Staff should draw from student enrolment funding, rather than surplus.

BCSTA motion asked the Ministry to fund more often, on a more regular basis to reconcile budget funding.

Direction to Staff to reconcile the budget by adjusting the enrolment projection.

Anticipated enrolment projections are based on the K registrations in January, the Ministry projections and Baragar projections. We are looking at actual enrolments in May. The biggest risk for September is anticipating whether all DL students will actually go back to classrooms.

A request was made if agenda budget documents can be distributed a day before the meeting? Yes.

A question was asked about an extra classroom in Stave Falls. Will it impact the Daycare? Yes, but the daycare will still be able to provide the out of school care programs by working creatively with the school.

SD75 is proud of drawing international students in, while other countries may be shutting down.

- 7. **NEW BUSINESS**
- 8. **MINUTES OF PREVIOUS MEETINGS**
- 9. **INFORMATION ITEMS**
- 10. **ADJOURNMENT**

MOVED and Seconded that the Board adjourn the meeting.

CARRIED

The meeting adjourned at 4:42 pm .

Signed by T. Loffler

Chair, Board of Education

Signed by C. Becker

Secretary-Treasurer

The minutes were approved on
May 25, 2021, at the Special
Committee of the Whole meeting.