

## **SPECIAL BOARD MEETING**

Wednesday, April 26, 2017 at 7:05 pm

The Board of School Trustees of School District No. 39 (Vancouver) met in the Boardroom at the Education Centre, 1580 West Broadway, Vancouver, B.C. on Monday, April 26, 2017 at 7:05 pm.

Present:

- Dianne Turner, Official Trustee
- Isabella Preite, Student Trustee
- Guy Bonnefoy, Interim Secretary Treasurer
- Nancy Brennan, Associate Superintendent-Learning Services
- Julie Pearce, Associate Superintendent-Field Services
- David Nelson, Associate Superintendent-Strategic Planning & Implementation
- Murray Doucette, Associate Superintendent-Employee Services
- Magdalena Kassis, Director of Instruction – Field Services
- Ellen Roberts, Director of Instruction – Field Services
- Adrian Keough, Director of Instruction – Learning Services
- Catherine Jamieson, Director of Instruction-Learning Services
- Jim Meschino, Director of Facilities
- Lisa Landry, Director of Finance
- Brian Kuhn, Director of Learning & Information Technology / CIO
- Chona Caparas, Administrative Coordinator (Recorder)

The Chairperson called the meeting to order and acknowledged that the meeting is being held in the traditional territory of the Musqueam, Squamish and Tsleil-Waututh Coast Salish peoples.

The Chairperson reviewed the parliamentary procedures for the meeting.

### **I. APPOINTMENT OF ACTING SUPERINTENDENT**

The Official Trustee passed the following resolution:

That David Nelson be appointed as Acting Superintendent of Schools for the duration of this meeting.

### **II. CONFIRMATION OF MINUTES**

#### **A. Meeting of April 11, 2017**

The Official Trustee passed the following resolution:

That the minutes of the April 11, 2017 meeting be adopted.

#### **B. Meeting of April 24, 2017**

An excerpt of the April 24, 2017 Special Board proceeding relating to the 2017/2018 Budget proposals was presented and accepted by the Official Trustee.

It was noted that the official minutes of the April 24<sup>th</sup> meeting will be presented for adoption at the next regular meeting of the Board scheduled for May 29, 2017.

**III. PLENARY COMMITTEE III/V: EDUCATION & STUDENT SERVICES /  
 FINANCE & LEGAL**

**A. Reports**

**1. Meeting of April 6, 2017**

The Official Trustee passed the following resolution:

That the report of the April 6, 2017 meeting be received.

**2. Meeting of April 10, 2017**

The Official Trustee passed the following resolution:

That the report of the April 10, 2017 meeting be received.

**3. Meeting of April 19, 2017**

The Official Trustee passed the following resolution:

That the report of the April 19, 2017 be received.

**IV. 2017 / 2018 PRELIMINARY OPERATING BUDGET**

The Interim Secretary Treasurer presented a memorandum dated April 26, 2017 entitled, *2017/2018 Revised Preliminary Operating Budget Proposals*. Detailed descriptions of the 2017/2018 revised budget proposals from Senior Management were outlined in the report, noting changes on the following items: repayment of school balances, adult education, and aboriginal education budget. Below is a summary of the revised proposals:

Administrative Proposals	Type	Original		Revised	
		FTE	Est \$M	FTE	Est \$M
LIT Hardware and Software Budget	Ongoing	-	\$ 0.20	-	\$ 0.20
Finance Admin Support	Ongoing	1.00	0.07	1.00	0.07
Purchasing Reorganization	Ongoing	1.00	0.03	1.00	0.03
Increase Rentals Revenue	Ongoing	-	0.09	-	0.09
BCSTA	Ongoing	-	(0.09)	-	(0.09)
Payroll Timesheet Reduction	Ongoing	0.75	0.05	0.75	0.05
Payroll Timesheet Reduction	One-Time	-	0.15	-	0.15
Printing Job Posting	Ongoing	-	0.05	-	0.05
Repayment of School Balances	One-Time	-	-	-	0.30
<b>Total Administrative Proposals</b>		<b>2.75</b>	<b>0.54</b>	<b>2.75</b>	<b>0.84</b>
Facilities	Type	FTE	Est \$M	FTE	Est \$M
Maintenance Reductions	Ongoing	5.00	0.50	5.00	0.50
Assistant Manager of Operations	Ongoing	1.00	0.12	1.00	0.12
<b>Total Facilities Proposals</b>		<b>6.00</b>	<b>0.62</b>	<b>6.00</b>	<b>0.62</b>
Educational	Type	FTE	Est \$M	FTE	Est \$M
Adult Education	Ongoing	6.23	0.55	5.73	0.39
Removing Additional Staffing Entitlements	Ongoing	1.00	0.10	1.00	0.10
Aboriginal Education Budget	Ongoing	-	0.15	-	-
Career Information Advisors	Ongoing	2.80	0.17	2.80	0.17
<b>Total Educational Proposals</b>		<b>10.03</b>	<b>0.96</b>	<b>9.53</b>	<b>0.66</b>
<b>Total Proposals</b>		<b>18.78</b>	<b>\$ 2.13</b>	<b>18.28</b>	<b>\$ 2.13</b>
<b>Surplus/(Deficit)</b>			<b>\$ -</b>		<b>\$ -</b>

**IV. 2017 / 2018 PRELIMINARY OPERATING BUDGET (continued)**

The Official Trustee provided her comments regarding the following budget proposals:

- A5: BCSTA
- E1: Adult Education
- E4: Career Information Advisors

In addition, the Official Trustee commented that the online public survey provided useful information to assist in her decision-making process with respect to the budget proposals.

The Official Trustee passed the following resolution:

That the Board of Education of School District No. 39 (Vancouver) approve the 2017/2018 revised budget proposals, as presented, and that the 2017/2018 revised proposals form part of the VSB 2017/2018 Preliminary Operating Budget.

**V. ADJOURNMENT**

The Official Trustee adjourned the meeting at 7:17 pm.

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Dianne Turner, Official Trustee

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Guy Bonnefoy, Interim Secretary Treasurer