

## Finance & Facilities Committee Meeting

**Date:** February 14, 2017  
**Time:** 3:40 – 5:15 p.m.  
**Location:** Abbotsford School District Administration Office

TRUSTEES IN ATTENDANCE: Rhonda Pauls (Chair)  
Freddy Latham  
Stan Petersen  
Preet Rai  
Cindy Schafer  
Shirley Wilson

REGRETS: Phil Anderson

STAFF IN ATTENDANCE: Kevin Godden, Superintendent  
Ray Velestuk, Secretary-Treasurer  
Cheryl McLeod, Recording Secretary  
Dale Churchill, Director of Facilities  
Linda Peters, Director of Finance

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### 1.0 CALL TO ORDER

Chair Pauls called the meeting to order at 3:40 p.m.

### 2.0 APPROVAL OF THE MINUTES

2.1 Minutes of the Finance and Facilities Committee Meeting held January 17, 2017.  
The Minutes of the Finance and Facilities Committee Meeting held January 17, 2017 were amended and approved to be presented at the Regular (Public) Meeting of February 21, 2017.

### 3.0 DELEGATIONS

There were no delegations.

#### **4.0 FACILITIES UPDATE**

##### **4.1 Vandalism Report for 2016**

The Director of Facilities briefed the Board on the benefits of compiling this information on an annual basis. This year's statistics will be used as the baseline for future years.

The Secretary-Treasurer left the meeting.

##### **4.2 Lead in Drinking Water - Update**

The Facilities Director noted that further to the staff report presented, Aberdeen has passed the test and two more sites will be tested in the coming week. This project is on schedule.

The Committee Chair requested that the Director of Finance speak to 5.1.

##### **5.1 School Audits for 2017**

The Director of Finance summarized the internal audit process in Abbotsford School District. Overall schools have improved their financial understanding and become more efficient with procedures. The volume of parent payments using the District's online payment system, 'cash.net' for schools has increased. Cash.net is not set up for use by Parent Advisory Councils.

The Secretary-Treasurer returned to the meeting.

##### **4.3 Long Term Facilities Plan (LTFP)**

The Secretary-Treasurer summarized information discussed in the last meeting, including the Board's priorities for future direction. He confirmed that District Programs include international students. He asked the Board to review the alternatives prior to further development of the Long Term Facilities Plan.

The two Budget agenda items were moved up in the agenda.

##### **7.1 Operating Grant 2016-17**

The Secretary-Treasurer reviewed the funding changes announced in June 2016, which have been included in the amended operating grant.

##### **7.2 Amended Budget**

The Secretary-Treasurer briefed the Committee on the changes in the budget since previously presented. It is anticipated that schools will have a \$1.2M carryover at June 30, 2017. Overall the District is in good financial position at this point in the budget year. The risk area is the impact of moving back to 2002 teacher/classroom ratios, which is yet to be determined.

The Directors of Facilities and Finance were excused from the meeting.

4.4 Change in Physical Space Requirements

The Secretary-Treasurer briefed the Committee on the Ministry's request for information, noting the Ministry is interested in class size statistics and not class composition. The District will need to use every possible measure of due diligence to apply the 2002 rules, but once those are exhausted, remedial options may need to be considered. Future funding announcements and government direction are expected.

**5.0 FINANCE UPDATE**

5.1 School Audits for 2017

This item was discussed earlier in the Agenda.

**6.0 MINISTRY INFORMATION/CORRESPONDENCE**

This item was discussed earlier in the Agenda.

**7.0 BUDGET INFORMATION**

7.1 Operating Grant 2016-17

This item was discussed earlier in the Agenda.

7.2 Amended Budget

This item was discussed earlier in the Agenda.

**8.0 FUTURE CONSIDERATIONS**

There were no items presented for future consideration.

**9.0 NEW BUSINESS**

There were no items presented as New Business.

**10.0 REPORTS**

There were no reports presented.

**11.0 ADJOURNMENT**

There being no further business, the meeting adjourned at 5:15 p.m.