

**OPERATIONS AND FINANCE COMMITTEE OF THE WHOLE
MEETING AGENDA
TUESDAY, MAY 11, 2021
4:30 PM (PT) – 6:00 PM (PT)**

Video Conference: [Zoom](#) - Meeting ID: 684 5368 8313 – Password: 953306

1. Call to Order

2. Acknowledgement of Aboriginal Territory

We acknowledge, respect and honour the First Nations in whose traditional territories the Kootenay Lake School District operates and all Aboriginal people residing within the boundaries of School District No. 8.

3. Insertions/Deletions to proposed Agenda

4. Adoption of Agenda

Proposed Resolution:

THAT the agenda for this May 11, 2021 meeting, **BE ADOPTED**, as circulated.

5. Receiving Presentations: Nil

6. Opportunity for Comments by the Public

7. Consent Package: Nil

8. Adoption of Minutes (p. 2)

App. 8

Proposed Resolution:

THAT the minutes from the March 9, 2021 Finance and Operations Committee of the Whole Minutes meeting **BE ADOPTED**.

9. Old Business

A. Update on Technology – Director Howald (p. 5)

App. 9A

10. New Business

A. Auditors Request for Proposal – Superintendent Perkins

Proposed Resolution:

THAT the proposal of [Name of Proponent], made pursuant to the Auditor Request for Proposals issued on March 31, 2021, **BE RECOMMENDED** to the Board.

B. 2021-2022 Budget – Secretary-Treasurer McLellan

Handouts 10B

Proposed Resolution:

THAT the 2021-2022 Annual Budget **BE RECOMMENDED** to the Board.

11. Question Period

12. Meeting Schedule & Reminders

The next meeting of the Committee will be scheduled for September 2021.

13. Adjournment of Meeting

**OPERATIONS AND FINANCE COMMITTEE OF THE WHOLE
MEETING AGENDA
HELD ON TUESDAY, MARCH 9, 2021**

BOARD: L. Trenaman (*via video conference*)
S. Walsh (*via video conference*)
D. Lang (*via video conference*)
S. Chew (*via video conference*)
C. Beebe (*via video conference*)
A. Gribbin (*via video conference*)
S. Nazaroff (*via video conference*)
B. Coons (*via video conference*)

DISTRICT STAFF: C. Perkins, Superintendent
M. McLellan, Secretary-Treasurer
N. Howald, Director of Information Technology
D. Holitzki, Director of Inclusive Education
B. MacLean, Director of Operations
S. Shaw, Manager of Finance
R. Krulitsky, Executive Assistant
C. Singh, Director of Human Resources

PARTNERS: M. Bennett, CUPE (*via video conference*)
R. Bens, CUPE (*via video conference*)
J. Francis, KLPVPA (*via video conference*)
K. Wiens, KLPVPA (*via video conference*)
D. Kunzelman, KLTF (*via video conference*)
C. Wilson, KLTF (*via video conference*)

REGRETS: B. Maslechko, Trustee

1. Call to Order

The meeting was called to order at 4:32 PM.

2. Acknowledgement of Aboriginal Territory

We acknowledge, respect and honour the First Nations in whose traditional territories the Kootenay Lake School District operates and all Aboriginal people residing within the boundaries of School District No. 8.

3. Election of the Chair of the Operations & Finance Committee of the Whole

The Board Chair called thrice for nominations. The sole nomination was accepted by Trustee Lang.

4. Destruction of Ballots (Electronic Voting)

No ballots were used.

5. Insertions/Deletions to proposed Agenda



6. Adoption of Agenda

UPON a motion duly made and seconded it was **RESOLVED:**

THAT the agenda for this March 9, 2021 meeting, **BE ADOPTED**, as circulated.

7. Receiving Presentations: Nil

8. Opportunity for Comments by the Public: Nil

9. Consent Package: Nil

10. Adoption of Minutes

A partner member requested to discuss CUPE callouts on this agenda. The Committee Chair advised it could be discussed under item 12.

UPON a motion duly made and seconded it was **RESOLVED:**

THAT the minutes from the February 9, 2021 Finance and Operations Committee of the Whole Minutes meeting **BE ADOPTED**.

11. Old Business: Nil

12. New Business

A. Preview of 2021-2022 Budget

The Secretary-Treasurer introduced the 2021-2022 Budget. He described the budget process and noted that the revenue projections would not be available until later this month.

A discussion ensued regarding how the Board receives information from district consultations, and CUPE callouts.

B. Auditors RFP

The Secretary-Treasurer advised that the district had put out a Request for Proposal (RFP) to contract an Auditor for the next three years. He noted that this was postponed from last year due to COVID-19, and that options would be presented to the Board at the next Operations and Finance Committee of the Whole on May 11.

C. 2021 Long-Range Facilities Plan

The Secretary-Treasurer introduced and explained the 2021 Long-Range Facilities Plan.

A discussion ensued between Trustees and the Secretary-Treasurer seeking clarification or further information on some parts of the plan.

UPON a motion duly made and seconded it was **RESOLVED:**

THAT the 2021 Long-Range Facilities Plan, as amended, **BE RECOMMENDED** to the Board for approval.



The Secretary-Treasurer went on to present and explain the “Wildflower School and REACH Program Facilities Planning – Discussion and Analysis” document. Trustees and partner groups made inquiries regarding:

- History of REACH programming movements
- Enrolment numbers
- Segregated learning
- Graduation rates
- IT department location
- Storage availability within proposed facilities
- Kitchen available at L.V.R.
- Timeline for decision-making

13. Question Period

14. Meeting Schedule & Reminders

The next meeting of the Committee is scheduled for May 11, 2021.

15. Adjournment of Meeting

The meeting was adjourned at 6:00 PM.



District Initiative Laptops for Student Success

Update for Operations and Finance
Committee



March 9 2021 - Proposal

- Laptop Cost - \$660,000
 - 750 Laptop estimate
- Loss Breakage - \$30,000
- Implementation -\$60,000
 - Back end systems, power options, training
- Total = \$750,000



2021-2022 Budget

- Laptop Cost - \$192,000
 - 810 Laptops
 - 3 year lease
 - ~-7% (yes, minus)
- Loss Breakage - \$10,000
- Implementation - \$20,000
 - Delayed other projects, more done in house
- Total: \$222,000



Questions?