



Office of The Superintendent of Business

Jim McCuaig Education Centre
2135 Sills Street Thunder Bay ON P7E 5T2
Telephone (807) 625-5100 Fax (807) 623-5833

BUDGET COMMITTEE MEETING

February 7, 2012

Jim McCuaig Education Centre

AGENDA

PUBLIC SESSION

12 Noon – in the Board Room

	<u>Resource Person</u>	<u>Pages</u>
1. Call to Order		
2. Disclosure of Conflict of Interest		
3. Election of Chair	K. Pozihun	Verbal
4. Election of Vice Chair	Chair	Verbal
5. Approval of the Agenda		
6. Delegations		
7. Confirmation of Minutes		
7.1 Budget Committee Meeting - June 21, 2011	Chair	1-3
8. Business Arising from the Minutes		

MATTERS NOT REQUIRING A DECISION:

9. Information Reports		
9.1 Preliminary Analysis of 2012-2013 Budget (025-12)	K. Pozihun	4-7
10. First Reports		

MATTERS FOR DECISION:

11. Postponed Reports
12. New Reports

Trustees (Chair and Vice-Chair) and presenters of reports will be available for comment after the Meeting.

Resource
Person

Pages

13. New Business
14. Notices of Motion
15. Information and Inquiries
16. Adjournment

Trustees (Chair and Vice-Chair) and presenters of reports will be available
for comment after the Meeting.

LAKEHEAD DISTRICT SCHOOL BOARD

MINUTES OF BUDGET COMMITTEE

Jim McCuaig Education Centre
Board Room
Thunder Bay, ON

2011 JUN 21

TRUSTEES PRESENT:

George Saarinen (Chair)
Pat Johansen
Deborah Massaro

Ron Oikonen
Karen Wilson
Stephanie Philp (Student Trustee)

TRUSTEES ABSENT, WITH REGRET:

Jack Playford (Vice Chair)
Marg Arnone
Lori Lukinuk

SENIOR ADMINISTRATION:

Catherine Siemieniuk, Director of Education
Colleen Kappel, Superintendent of Education
Sherri-Lynne Pharand, Superintendent of Education
Kathy Pozihun, Superintendent of Business

UNIONS/FEDERATIONS:

Terry Hamilton, OSSTF – District 6A

PUBLIC SESSION:

1. **Call To Order**

Chair Saarinen called the meeting to order at 5:00 p.m.

2. **Declarations of Conflict of Interest**

There were no declarations of conflict of interest.

3. **Approval of Agenda**

Moved by Trustee Wilson

Seconded by Trustee Massaro

“THAT the Agenda for Budget Committee Meeting June 21, 2011 be approved.”

CARRIED

4. Approval of Minutes

Moved by Trustee Johansen

Seconded by Trustee Oikonen

"THAT the Budget Committee approve the Minutes of the Budget Committee Meeting June 7, 2011."

CARRIED

5. Business Arising From The Minutes

Trustee Johansen inquired as to item number six in the minutes, answers to questions from Trustees pertaining to the Preliminary Budget. Kathy Pozihun, Superintendent of Business responded to the inquiry as follows:

- 5.1 Increase in overtime and relief in the Plant Services budget is due to the 2011-2012 budget reflecting actual costs based on the last four years. Items contributing to the increase include community use of schools and after school activities.
- 5.2 The actual cost of a SMART Board, including installation ranges from \$5,500 to \$6,700.
- 5.3 The projected enrolment for the 2011-2012 school year was provided to Trustees through the Trustee Inquiry process.
- 5.4 School Council Funding is provided by the Ministry of Education at \$500 per school. The 2010-2011 school council budget allocation was based on this funding. Moving forward, Administration will consult with Principals to determine the best method of allocation.
- 5.5 The Kingfisher Outdoor Education Centre is not utilized by other boards as the Centre is booked by classes from our Board, with the calendar totally subscribed for the 2011-2012 school year.

6. 2011-2012 Budget (094-11)

Kathy Pozihun, Superintendent of Business, presented the report. Trustee questions were addressed.

Moved by Trustee Massaro

Seconded by Trustee Wilson

"THAT Lakehead District School Board approve the 2011-2012 operating and capital budget of \$135,149,775."

CARRIED

7. Adjournment

Moved by Trustee Massaro

Seconded by Trustee Johansen

"THAT we do now adjourn at 5:15 p.m."

CARRIED

LAKEHEAD PUBLIC SCHOOLS
OFFICE OF THE DIRECTOR OF EDUCATION

Report No. 025-12
2012 FEB 07

TO THE CHAIR AND MEMBERS OF
THE BUDGET COMMITTEE – Public Session

RE: PRELIMINARY ANALYSIS OF 2012-2013 BUDGET

1. Background

Administration is in the process of gathering information and expenditure estimates in anticipation for 2012-2013 budget development. Information on the present fiscal reality in the province of Ontario indicates a theme of funding constraint.

2. Situation

- 2.1 It is anticipated that Ministry of Education funding announcements and grant regulations will be released by early spring.
- 2.2 In order to prepare a budget with a shared vision and common focal point, Administration has prepared a framework including “Guiding Principles” which represent the fundamental building blocks for budget development. These principles build on the goals identified in the Multi-Year Strategic Plan and the Operational Plan. The framework is attached for reference as Appendix A.
- 2.3 In order to proactively plan the process to build our \$135 million dollar budget, Administration has developed the 2012-2013 Budget Process (Appendix B) identifying key milestones to complete the budget for submission to the Ministry of Education by June 30, 2012.

3. Conclusion

- 3.1 The context for development of the 2012-2013 Budget is a continued commitment to the success of every student. This commitment remains our focal point as we plan to address expected funding challenges within the education sector.

- 3.2 Funding announcements from the Ministry of Education will be analyzed when sufficient details become available. Pending receipt of final regulations, Administration continues to be in close contact with Ministry officials and School Board Associations to proactively plan for a fiscally responsible future.

Respectfully submitted,

KATHY POZIHUN
Superintendent of Business

CATHERINE SIEMIENIUK
Director of Education



Mission

Lakehead Public Schools is committed to the success of every student.

Vision

Your Children Our Students The Future

2012-2013 BUDGET DEVELOPMENT

Student Success is our number one priority. The allocation of budget resources will be aligned with the overall goals and priorities identified in the Multi-Year Strategic Plan.

Guiding Principles

- 1 Students come first. The evidence will be reflected in targeted improvements in student achievement and well-being, and by providing safe, inclusive and equitable learning environments for all.**
- 2 The allocation of financial resources will be driven by data, supported by evidence and aligned to match system and operational goals.**
- 3 The engagement of stakeholders in a transparent, consultative budget process will improve communication, build trust and foster effective partnerships.**
- 4 We will invest in the future of the organization by focusing on innovation and professional learning opportunities that support student success.**
- 5 Budget decisions will ensure strong fiscal responsibility into the future.**



2012-2013 BUDGET PROCESS

DESCRIPTION	TIMELINES
Preliminary Enrolment Projections	January, 2012
Establishment of Budget Committee	January 24, 2012
Administration to Develop Guiding Principles & Operational Priorities	January 31, 2012
Budget Committee Meeting: - Election of Chair & Vice-Chair - Preliminary Analysis of 2012-2013 Budget - 2012-2013 Budget Timetable	February 7, 2012
Input from Stakeholders: - Unions / Federations - SEAC - AEAC - PIC - Principals	April, 2012 (late) These groups either submit reports or attend meetings to discuss priorities. In addition, a web-based budget input option will be made available to the public.
Budget Preparation	April / May, 2012
Director's Council Budget Review	May, 2012
Budget Committee Meeting – Preliminary Budget for discussion	May 29, 2012 (tentative)
Director's Council Budget Approval	June, 2012
Budget Committee Meeting (for approval)	June 19, 2012 (tentative)
Board Approval of 201-2013 Budget	June 26, 2012
Submission to Ministry of Education	June 30, 2012