



Office of The Superintendent of Business

Jim McCuaig Education Centre
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BUDGET COMMITTEE MEETING

Tuesday, March 5, 2013

Jim McCuaig Education Centre

AGENDA

PUBLIC SESSION

6:15 p.m. – 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	D. Wright	Verbal
4. Election of Vice Chair	Chair	Verbal
5. Approval of the Agenda		
6. Delegations		
7. Confirmation of Minutes		
7.1 Budget Committee Meeting - December 17, 2012	Chair	1-2
8. Business Arising from the Minutes		

MATTERS NOT REQUIRING A DECISION:

9. Information Reports		
9.1 Preliminary Analysis of 2013-2014 Budget (032-13)	D. Wright	3-6
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

2012 DEC 17

TRUSTEES PRESENT:

George Saarinen (Chair)	Deborah Massaro
Marg Arnone (Vice Chair)	Ron Oikonen
Pat Johansen	Karen Wilson
Lori Lukinuk	

TRUSTEES ABSENT, WITH REGRET:

Jack Playford
Rheanna Kendrick (Student Trustee)

SENIOR ADMINISTRATION:

Catherine Siemieniuk, Director of Education
Colleen Kappel, Superintendent of Education
Ian MacRae, Superintendent of Education
Sherri-Lynne Pharand, Superintendent of Education
David Wright, Superintendent of Business

PUBLIC SESSION:

1. **Call To Order**

Chair Saarinen called the meeting to order at 9:33 a.m.

2. **Declarations of Conflict of Interest**

There were no declarations of conflict of interest.

3. **Approval of Agenda**

Moved by Trustee Johansen

Seconded by Trustee Massaro

"THAT the Agenda for Budget Committee Meeting December 17, 2012 be approved."

CARRIED

4. Approval of Minutes

Moved by Trustee Wilson

Seconded by Trustee Oikonen

"THAT the Budget Committee approve the Minutes of the Budget Committee Meeting June 19, 2012."

CARRIED

5. Business Arising From The Minutes

Trustee Arnone inquired under item 5.5 in the minutes, how many and who were the staff members of the Ontario Association of School Business Officials. David Wright, Superintendent of Business, responded to the inquiry.

6. 2012-2013 Revised Budget (008-13)

David Wright, Superintendent of Business, presented the report.

6.1 Trustee Lukinuk inquired how many students are in the Territorial Student Program (TSP). Sherri-Lynne Pharnad, Superintendent of Education, advised the information will be obtained.

6.2 Trustee Lukinuk inquired about the school fundraising amount, if it includes fundraising for internal events and fundraising for external events (i.e. United Way). Trustee Wilson commented that the amounts pertaining to donations vs amount to schools can be extrapolated and provided to Audit Committee and then to the Board.

Moved by Trustee Massaro

Seconded by Trustee Johansen

"THAT Lakehead District School Board approve the 2012-2013 Revised Budget as outlined in Report No. 008-13, 2012-2013 Revised Budget."

CARRIED

7. Adjournment

Moved by Trustee Lukinuk

Seconded by Trustee Oikonen

"THAT we do now adjourn at 9:55 a.m."

CARRIED

LAKEHEAD PUBLIC SCHOOLS
OFFICE OF THE DIRECTOR OF EDUCATION

Report No. 032-13
2013 MAR 05

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

RE: PRELIMINARY ANALYSIS OF 2013-2014 BUDGET

1. Background

Administration is in the process of gathering information and expenditure estimates as part of the 2013-2014 budget development. Based on the continued fiscal reality in the province of Ontario, it would seem reasonable that the Board will be facing further constraints.

2. Situation

- 2.1 It is anticipated that Ministry of Education funding announcements and grant regulations will be released by mid-late April.
- 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 \$130 million dollar budget, Administration has drafted the 2013-2014 Budget Process (Appendix B) suggesting key milestones and dates to complete the budget for submission to the Ministry of Education by the expected due date of June 30, 2013.

3. Conclusion

- 3.1 The context for development of the 2013-2014 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 from the Ministry of Education will be analyzed as details become available. Pending receipt of final regulations, Administration continues to be in contact with Ministry officials and School Board Associations to proactively plan for a fiscally responsible future.

Respectfully submitted,

DAVID WRIGHT
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

2013-2014 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.**
- 2 We will invest in the future of the organization by focusing on innovation, engagement and professional learning that supports student success.**
- 3 The allocation of financial resources will be driven by data, supported by evidence, and aligned to match system and operational goals.**
- 4 The engagement of stakeholders in a consultative budget process will assist in setting priorities.**
- 5 Budget decisions will ensure strong fiscal responsibility into the future.**



2013-2014 BUDGET PROCESS (DRAFT)

DESCRIPTION	TIMELINES
Preliminary Enrolment Projections	January, 2013
Administration to Develop Guiding Principles & Operational Priorities	February 12, 2013
Establishment of the Budget Committee	February 26, 2013
Budget Committee Meeting: - Election of Chair & Vice-Chair - Preliminary Analysis of 2013-2014 Budget - 2013-2014 Budget Timetable	March 5, 2013
Budget Preparation	April / May, 2013
Director's Council Budget Review	May, 2013
Budget Committee Meeting	May 21, 2013 (tentative)
Budget Committee Meeting – Preliminary Budget for discussion	June 4, 2013 (tentative)
Director's Council Budget Approval	June, 2013
Budget Committee Meeting (for approval)	June 18, 2013 (tentative)
Board Approval of 2013-2014 Budget	June 25, 2013
Submission to Ministry of Education	June 30, 2013