



Office of The Superintendent of Business

Jim McCuaig Education Centre
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BUDGET COMMITTEE MEETING

**Tuesday, February 10, 2015
Jim McCuaig Education Centre**

AGENDA

**PUBLIC SESSION
7:00 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 - January 13, 2015	Chair	1-2
8. Business Arising from the Minutes		

MATTERS NOT REQUIRING A DECISION:

9. Information Reports		
9.1 Preliminary Analysis of 2015-2016 Budget (023-15)	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

2015 JAN 13

TRUSTEES PRESENT:

Marg Arnone (Chair)
George Saarinen (Vice Chair)
Ellen Chambers

Jack Playford
Trudy Tuchenhausen (via teleconference)
Karen Wilson

TRUSTEES ABSENT, WITH REGRET:

Deborah Massaro
Ron Oikonen
Hannah Smith (Student Trustee)

SENIOR ADMINISTRATION:

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

OTHERS PRESENT:

Kirsti Alaksa, Manager of Financial Services

PUBLIC SESSION:

1. **Call To Order**

Chair Arnone called the meeting to order.

2. **Declarations of Conflict of Interest**

There were no declarations of conflict of interest.

3. **Approval of Agenda**

Moved by Trustee Saarinen

Seconded by Trustee Wilson

"THAT the Agenda for Budget Committee Meeting January 13, 2015 be approved."

CARRIED

4. Approval of Minutes

Moved by Trustee Playford

Seconded by Trustee Saarinen

"THAT the Budget Committee approve the Minutes of the Budget Committee Meeting June 17, 2014."

CARRIED

5. 2014-2015 Revised Budget (011-15)

Kirsti Alaksa, Manager of Financial Services, presented the report highlighting changes to the original budget approved by the Board at the June 24, 2014 Regular Board Meeting. Questions from Trustees were addressed.

6. Budget Information Requests

David Wright, Superintendent of Business, provided information regarding two written requests received to attend meetings and present financial and budget information to Oliver Paipoonge Council and Ambassadors Northwest.

7. Information and Inquiries

Trustee Saarinen inquired when the process would begin for the 2015-2016 budget. Superintendent Wright indicated that a report to establish the 2015-2016 Budget Committee will be addressed at the January 27, 2015 Regular Board Meeting.

8. Adjournment

Moved by Trustee Wilson

Seconded by Trustee Chambers

"THAT we do now adjourn at 7:20 p.m."

CARRIED

LAKEHEAD PUBLIC SCHOOLS
OFFICE OF THE DIRECTOR OF EDUCATION

Report No. 023-15
2015 FEB 10

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

RE: PRELIMINARY ANALYSIS OF 2015-2016 BUDGET

1. Background

Administration has begun gathering information and expenditure estimates as part of the 2015-2016 budget development process. Based on our expected enrolment decline, and the continued fiscal reality in the province of Ontario as highlighted by the Ministry of Education, it is likely 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 late March.

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 your reference as Appendix A.

2.3 In order to proactively plan the process to build our \$130 million dollar budget, Administration has drafted the 2015-2016 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, 2015.

3. Conclusion

3.1 The context for development of the 2015-2016 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,

KIRSTI ALAKSA
Manager of Financial Services

DAVID WRIGHT
Superintendent of Business

IAN MACRAE
Director of Education



Mission

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

Vision

Your Children Our Students The Future

2015-2016 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, partnerships, and professional learning that support 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.**



2015-2016 BUDGET PROCESS

DESCRIPTION	TIMELINES
Administration to Develop Guiding Principles & Operational Priorities	January 16, 2015
Establishment of the Budget Committee	January 27, 2015
Budget Committee Meeting: - Election of Chair & Vice-Chair - Preliminary Analysis of 2015-2016 Budget - 2015-2016 Budget Timetable	February 10, 2015
Administration to Attend Advisory Committee Meetings to present Budget Information	February 12, 2015 – AEAC February 18, 2015 – SEAC March 2, 2015 - PIC
Budget Preparation	April / May, 2015
Input from invited Stakeholders: <ul style="list-style-type: none"> • Unions/Federations • AEAC • PIC • SEAC • Principals 	April 7, 2015 (tentative) 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.
Director's Council Budget Review	May, 2015
Budget Committee Meeting	May 12, 2015 (tentative)
Budget Committee Meeting	May 19, 2015 (tentative)
Budget Committee Meeting – Preliminary Budget for discussion	June 2, 2015 (tentative)
Director's Council Budget Approval	June, 2015
Budget Committee Meeting (for approval)	June 16, 2015 (tentative)
Board Approval of 2015-2016 Budget	June 23, 2015
Submission to Ministry of Education	June 30, 2015