



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
Tuesday, January 24, 2017
Jim McCuaig Education Centre

AGENDA

PUBLIC SESSION
Immediately Following Public Session of Regular Board Meeting No. 2
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 - June 21, 2016	Chair	1-2
8. Business Arising from the Minutes		

MATTERS NOT REQUIRING A DECISION:

9. Information Reports		
9.1 Preliminary Analysis of 2017-2018 Budget (012-17)	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

2016 JUN 21

TRUSTEES PRESENT:

Karen Wilson (Chair)
Marg Arnone (Chair)
Ellen Chambers
Deborah Massaro

Ron Oikonen
Jack Playford
George Saarinen
Trudy Tuchenhausen

TRUSTEES ABSENT, WITH REGRET:

Hannah Smith (Student Trustee)

SENIOR ADMINISTRATION:

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

RESOURCE:

Kirsti Alaksa, Manager of Financial Services

PUBLIC SESSION:

1. **Call To Order**

Chair Wilson called the meeting to order at 6:30 p.m.

2. **Declarations of Conflict of Interest**

There were no declarations of conflict of interest.

3. **Approval of Agenda**

Moved by Trustee Chambers

Seconded by Trustee Saarinen

"THAT the Agenda for Budget Committee Meeting June 21, 2016 be approved."

CARRIED

4. Approval of Minutes

Moved by Trustee Arnone

Seconded by Trustee Massaro

“THAT the Budget Committee approve the Minutes of the Budget Committee Meeting June 7, 2016.”

CARRIED

5. Business Arising From The Minutes

At the June 7, 2016 Budget Committee meeting, Chair Wilson requested that Trustees be provided with the breakdown of fundraising revenues. Kirsti Alaksa, Manager of Financial Services, provided a handout - *Schedule 14 – School Generated Funds* that provided an overview of elementary and secondary fundraising revenues and expenses.

6. 2016-2017 Budget (080-16)

David Wright, Superintendent of Business, presented the report.

Moved by Trustee Playford

Seconded by Trustee Arnone

“THAT Lakehead District School Board approve the 2016-2017 operating and capital budget of \$133,869,894 as presented, contingent on approval by the Minister of Education.”

CARRIED

7. Adjournment

Moved by Trustee Saarinen

Seconded by Trustee Tuchenhagen

“THAT we do now adjourn at 6:40 p.m.”

CARRIED

LAKEHEAD PUBLIC SCHOOLS
OFFICE OF THE DIRECTOR OF EDUCATION

Report No. 012-17
2017 JAN 24

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

RE: PRELIMINARY ANALYSIS OF 2017-2018 BUDGET

1. Background

Administration has begun gathering information and expenditure estimates as part of the 2017-2018 budget development process.

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 2017-2018 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, 2017.

3. Conclusion

3.1 The context for development of the 2017-2018 Budget is a continued commitment to the success and well-being 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



Lakehead
Public
Schools

Mission

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

Vision

Your Children Our Students The Future

2017-2018 BUDGET DEVELOPMENT

Student achievement and well-being are our top priorities. 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, facilities 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.**



2017-2018 BUDGET PROCESS

DESCRIPTION	TIMELINES
Preliminary Enrolment Projections	January, 2017
Administration to Develop Guiding Principles & Operational Priorities	January 17, 2017
Establishment of the Budget Committee	January 24, 2017
Budget Committee Meeting: - Election of Chair & Vice-Chair - Preliminary Analysis of 2017-2018 Budget - 2017-2018 Budget Timetable	January 24, 2017
Administration to Attend Advisory Committee Meetings to present Budget Information	AEAC - February 16, 2017 PIC - March 6, 2017 SEAC - February 15, 2017
Budget Preparation	April / May, 2017
Input from invited Stakeholders: <ul style="list-style-type: none"> • Unions/Federations • AEAC • PIC • SEAC • Principals • Student Councils 	April 4, 2017 (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, 2017
Budget Committee Meeting (prior to Standing Committee)	May 9, 2017 (tentative)
Budget Committee Meeting	May 16, 2017 (tentative)
Budget Committee Meeting – Preliminary Budget for discussion	June 6, 2017 (tentative)
Director's Council Budget Approval	June, 2017
Budget Committee Meeting (for approval)	June 20, 2017 (tentative)
Board Approval of 2016-2017 Budget	June 27, 2017
Submission to Ministry of Education	June 30, 2017