



**Office of The Superintendent of Business**

Jim McCuaig Education Centre  
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**BUDGET COMMITTEE MEETING**  
**Tuesday, February 28, 2023**  
**Jim McCuaig Education Centre**

**AGENDA**

**PUBLIC SESSION**

**6:30 p.m. - in the Board Room/Microsoft Teams**

	<u>Resource Person</u>	<u>Pages</u>
1. Call to Order	K. Alaksa	
2. Land Acknowledgement	K. Alaksa	
3. Disclosure of Conflict of Interest	K. Alaksa	
4. Election of Chair	K. Alaksa	
5. Election of Vice Chair	Chair	
6. Approval of the Agenda	Chair	
7. Delegations	Chair	
8. Approval of Minutes		
8.1. Budget Committee Meeting June 7, 2022	Chair	1-2
9. Business Arising from the Minutes	Chair	

**MATTERS NOT REQUIRING A DECISION:**

10. Information Reports		
10.1. Preliminary Analysis of 2022-2023 Budget (033-23)	K. Alaksa	3-5
11. First Reports		

**MATTERS FOR DECISION:**

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

		<u>Resource Person</u>	<u>Pages</u>
13.	New Reports	Chair	
14.	New Business	Chair	
15.	Notices of Motion	Chair	
16.	Information and Inquires	Chair	
17.	Adjournment	Chair	

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**

Board Room / Microsoft Teams  
Jim McCuaig Education Centre

2022 JUN 07  
6:30 p.m.

**TRUSTEES PRESENT:**

Marg Arnone  
Trudy Tuchenhagen  
George Saarinen  
Scottie Wemigwans

Ron Oikonen  
Sue Doughty-Smith  
Ellen Chambers  
Ryan Sitch

**TRUSTEES ABSENT, WITH REGRET:**

Deborah Massaro  
Mehar Mago, Student Trustee  
Jesslynn Friday, Indigenous Student Trustee

**SENIOR ADMINISTRATION:**

Ian MacRae, Director of Education  
AJ Keene, Superintendent of Education  
Michelle Probizanski, Superintendent of Education  
Kirsti Alaksa, Superintendent of Business

**RESOURCE:**

Angela Lee-Wiwcharyk, Manager of Financial Services  
Christine Jones, Executive Secretary

**PUBLIC SESSION:**

1. **Call to Order**

Chair, George Saarinen, called the meeting to order at 6:30 p.m.

2. **Disclosure of Conflict of Interest**

There were no disclosures of Conflict of Interest.

3. **Approval of the Agenda**

Moved by Trustee Sitch

Seconded by Trustee Arnone

*“THAT the Agenda for the Budget Committee Meeting of June 7, 2022, be approved”.*

**CARRIED**

4. **Delegations**

There were no delegations presented.

5. Approval of Minutes

Moved by Trustee Tuchenhagen

Seconded by Trustee Doughty-Smith

*“THAT the Budget Committee approve the Minutes of the Budget Committee Meeting May 31, 2022”.*

CARRIED

6. Business Arising from the Minutes

Nothing to report.

7. 2022-2023 Budget (068-22)

Kirsti Alaksa, Superintendent of Business, presented the report.

Moved by Trustee Chambers

Seconded by Trustee Arnone

*“THAT Lakehead District School Board approve the 2022-2023 operating and capital budget of \$154,722,325 as presented.”*

CARRIED

8. Adjournment

Moved by Trustee Tuchenhagen

Seconded by Trustee Arnone

*“THAT we do now adjourn at 6:40 p.m.”*

CARRIED

LAKEHEAD PUBLIC SCHOOLS  
OFFICE OF THE DIRECTOR OF EDUCATION

Report No. 033-23  
2023 FEB 28

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

RE: PRELIMINARY ANALYSIS OF 2023-2024 BUDGET

1. Background

Administration has begun gathering information and expenditure estimates as part of the 2023-2024 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, Operational Plan, and the Indigenous Framework. These principles are attached for your reference as Appendix A.

2.3 In order to proactively plan the process to build our budget, administration has drafted the 2023-2024 Budget Process suggesting key milestones and dates to complete the budget for submission to the Ministry of Education by the expected due date of June 30, 2023. The 2023-2024 Budget Process is attached as Appendix B.

3. Conclusion

3.1 The context for development of the 2023-2024 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,

ANGELA LEE-WIWCHARYK  
Manager of Financial Services

KIRSTI ALAKSA  
Superintendent of Business

SHERRI-LYNNE PHARAND  
Director of Education



## Mission

We are committed to the success of **every** student.

## Vision

We promote and support equity of opportunities and outcomes for students, in an environment that is accessible, safe, inclusive, and respectful. We support every student and staff member to be inspired and successful lifelong learners.

## 2023-2024 BUDGET DEVELOPMENT

We will support our students to achieve academic excellence and personal well-being in an inclusive setting that builds character and values, while preparing them to participate fully in a global society and further our commitment to reconciliation.

## Guiding Principles

1. Students come first.
2. The allocation of financial resources will be aligned to match system and operational goals and priorities identified in the Multi-Year Strategic Plan, including the Indigenous Education Framework.
3. We will invest in the future of the organization by focusing on innovation, engagement, partnerships, facilities, leadership and professional learning that support student success.
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.

## 2023-2024 BUDGET PROCESS

DESCRIPTION	TIMELINES
Preliminary Enrolment Projections	January, 2023
Administration to Develop Guiding Principles & Operational Priorities	January 24, 2023
Establishment of the Budget Committee	January 24, 2023
Budget Committee Meeting: <ul style="list-style-type: none"> <li>• Election of Chair &amp; Vice-Chair</li> <li>• Preliminary Analysis of 2023-2024 Budget</li> <li>• 2023-2024 Budget Timetable</li> </ul>	February 28, 2023
Administration to Attend Advisory Committee Meetings to present Budget Information	AEAC March 23, 2023 SEAC March 22, 2023 PIC March 6, 2023
Budget Preparation	April / May / June, 2023
Input from invited Stakeholders: <ul style="list-style-type: none"> <li>• Unions/Federations</li> <li>• AEAC</li> <li>• PIC</li> <li>• SEAC</li> <li>• Principals</li> <li>• Student Councils</li> </ul>	April 4, 2023  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 & Approval	May 9, 2023
Budget Committee Meeting - Preliminary Budget for discussion	May 24, 2023
Budget Committee Meeting - Preliminary Budget for discussion	May 30, 2023
Budget Committee Meeting Approval (prior to Board Advisory Committee)	June 13, 2023
Board Approval of 2022-2023 Budget	June 27, 2023
Submission to Ministry of Education	June 30, 2023