

FINANCE COMMITTEE MEETING

Tuesday, February 3, 2026
Jim McCuaig Education Centre

Trustee Scottie Wemigwans
 Chair

Trustee George Saarinen
 Vice Chair

AGENDA

PUBLIC SESSION

6:30 p.m. – Board Room/Microsoft Teams

		<u>Resource Person</u>	<u>Pages</u>
1.	CALL TO ORDER	Chair	
2.	DISCLOSURE OF CONFLICT OF INTEREST		
3.	APPROVAL OF THE AGENDA	Chair	
4.	LAND ACKNOWLEDGEMENT	K. Alaksa	
5.	DELEGATIONS/PRESENTATIONS		
6.	APPROVAL OF MINUTES – PUBLIC SESSION		
6.1	Finance Committee Meeting - December 9, 2025		1-4
7.	INFORMATION REPORTS		
7.1	Interim Financial Information - January 22, 2026 (014-26)	K. Alaksa	5-11
7.2	Preliminary Analysis 2026-2027 Budget (015-26)	K. Alaksa	12-14
8.	NEW REPORTS – N/A		
9.	UNFINISHED BUSINESS AND GENERAL ORDERS		
10.	ANNOUNCEMENTS		
11.	ADJOURNMENT	Chair	Verbal

LAKEHEAD DISTRICT SCHOOL BOARD

MINUTES OF FINANCE COMMITTEE – Public Session

Board Room / Microsoft Teams
Jim McCuaig Education Centre

2025 DEC 9
6:30 p.m.

TRUSTEES PRESENT:

Scottie Wemigwans (Chair)
Ron Oikonen (virtual)
Patricia Johansen
Donica LeBlanc
Ellen Chambers

George Saarinen (Vice Chair-virtual)
Trudy Tuchenhagen
Leah Vanderwey
Ryan Sitch

TRUSTEES ABSENT WITH REGRETS:

SENIOR ADMINISTRATION PRESENT:

Sherri-Lynne Pharand, Director of Education
Kirsti Alaksa, Superintendent of Business
Heather Harris, Superintendent of Education
Patti-Jo Pesola, Superintendent of Education
Michelle Probizanski, Superintendent of Education (virtual)
Jane Lower, Superintendent of Education

SENIOR ADMINISTRATION ABSENT WITH REGRETS:

RESOURCE:

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

PUBLIC SESSION:

1. Call to Order

Sherri-Lynne Pharand, Director of Education called the meeting to order at 6:30 p.m.

2. Land Acknowledgement

Sherri-Lynne Pharand, Director of Education acknowledged the lands and traditional territory.

3. Disclosure of Conflict of Interest

None disclosed.

4. Election of Chair

Sherri-Lynne Pharand, Director of Education explained the process of the election for Chair of the Finance Committee. Heather Harris, Superintendent of Education and Christine Jones, Executive Assistant, were introduced as the scrutineers for the elections.

Sherri-Lynne Pharand, Director of Education announced the pre-nominations for the Chair of the Finance Committee. Trustee Saarinen nominated Trustee Wemigwans. Trustee Wemigwans accepted the nomination with thanks to his nominator.

Sherri-Lynne Pharand, Director of Education called for nominations from the floor three times. There were no further nominations.

Moved by Trustee Vanderwey

Seconded by Trustee Johansen

“THAT nominations for the position of Chair of the 2025-2026 Finance Committee be closed.”

CARRIED

Trustee Wemigwans was acclaimed as Chair of the Finance Committee and assumed the Chair.

5. Election of Vice Chair

Trustee Wemigwans, Chair, announced the pre-nominations for Vice Chair of the Finance Committee. Trustee Saarinen was nominated by Trustee Johansen. Trustee Saarinen accepted the nomination with thanks to his nominator.

Trustee Wemigwans, Chair, called for nominations from the floor three times. There were no further nominations.

Moved by Trustee Tuchenhagen

Seconded by Trustee Sitch

“THAT nominations for the position of Vice Chair of the 2025-2026 Finance Committee be closed.”

CARRIED

Trustee Saarinen was declared Vice Chair of the 2025-2026 Finance Committee.

6. Approval of the Agenda

Moved by Trustee Saarinen

Seconded by Trustee Johansen

“THAT the Agenda for the Finance Committee Meeting of December 9, 2025, be approved.”

CARRIED

7. Delegations

There were no delegations.

8. Approval of Minutes

Moved by Trustee Tuchenhagen

Seconded by Trustee Johansen

"THAT the Finance Committee approve the Minutes of the Finance Committee Meeting – Public Session, June 18, 2025."

CARRIED

9. Business Arising from the Minutes

There was no business arising.

MATTERS NOT REQUIRING A DECISION:

10. Information Reports

10.1 2024-2025 Financial Statement Variance (007-26)

Kirsti Alaksa, Superintendent of Business and Angela Lee-Wiwcharyk, Manager of Financial Services, presented the 2024-2025 Financial Statement Variance Report (007-26).

All trustees' questions were addressed.

10.2 2024-2025 Transfer & Contingency Fund (008-26)

Kirsti Alaksa, Superintendent of Business presented the 2024-2025 Transfer & Contingency Fund Report (008-26).

The following amendment was made to the report:

2. Budget Transfers

In 2024-2025, the following transfers were processed:

Total budget transfers	\$ 250,000
-------------------------------	-------------------

Use of Contingency:

In 2024-2025, the following contingency were recognized:

Contingency Budget for 2024-2025	\$ 250,000
Budget Transfers	\$ 250,000
Remaining funds	0

All trustees' questions were addressed.

MATTERS FOR DECISION

11. New Reports

There were no new reports.

12. Information and Inquiries

Kirsti Alaksa, Superintendent of Business presented the 2025-2026 Finance Committee Schedule.

13. Adjournment

Moved by Trustee Saarinen

Seconded by Trustee Vanderwey

“THAT we do now adjourn at 7:06 p.m.”

CARRIED

LAKEHEAD PUBLIC SCHOOLS
OFFICE OF THE DIRECTOR OF EDUCATION

2026 FEB 03
Report No. 014-26

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

RE: INTERIM FINANCIAL INFORMATION – JANUARY 22, 2026

1. Background

- 1.1 Interim financial information is reported to the Finance Committee based on expenditures of the school year. This information is reviewed by Administration with a view to identifying budget variances.
- 1.2 Identification of potential budget variances assists Administration and the Board with its decision-making. Review of financial information as at January provides an opportunity to address the impact of any surpluses and/or deficits that are in forecast.
- 1.3 The 2025-2026 budget was approved at the June 24, 2025, Regular Board Meeting.

2. Revenue Analysis

- 2.1 On October 31, 2025, actual enrolment was determined for the Lakehead District School Board. The Ministry of Education requires a revised budget to be completed based on this enrolment.
- 2.2 Total Average Daily Enrollment (ADE) was higher than projected by 23 students for elementary schools, and lower than projected by 51 students for secondary schools. The overall total ADE for elementary schools is 6,533 and secondary schools is 2,495.
- 2.3 Overall total revenues remained the same, from budget to revised estimates. There was an overall decrease in enrolment revenue of \$98,000 due to the decrease in net enrolment. However, there was an increase in estimated interest income of the same amount.

The total expected revenues available for the 2025-2026 fiscal year are as follows:

Original Revenue Budget 2025-2026	\$ 180,304,289
Estimate changes in Operating funding	\$ 0
Revised Revenue Budget 2025-2026	\$ 180,304,289

3. Expenditure Analysis

- 3.1 Administration has reviewed the expenditure areas within the budget for the five month period ending January 22, 2026. Appendix A outlines expenditures to January 22, 2026.
- 3.2 Total expenditures are expected to increase and decrease in proportion to overall funding increases and decreases.

4. Conclusion

- 4.1 Lakehead District School Board has submitted the 2025-2026 Revised Estimates to the Ministry of Education.
- 4.2 No further changes to the 2025-2026 budget allocations are expected or recommended at this time.
- 4.3 The next interim financial information report will be presented to the Finance Committee in May 2026 for the period ending April 30, 2026.

Respectfully submitted,

ANGELA LEE WIWCHARYK
Manager of Financial Services

KIRSTI ALAKSA
Superintendent of Business

SHERRI-LYNNE PHARAND
Director of Education

LAKEHEAD DISTRICT SCHOOL BOARD
VARIANCE ANALYSIS
01/22/26

DECISION UNIT NAME	2025 – 2026 REV EST BUDGET	01/22/26 ACTUAL	% Spent	EXPLANATION
SCHOOL BASED TEACHING AND SUPPORT STAFF				
Elementary Day School	\$ 40,355,248	\$ 15,691,080	38.9%	
Secondary Day School	\$ 18,045,080	\$ 7,927,825	43.9%	
Safe Schools	\$ 122,881	\$ 31,872	25.9%	
Noon Hour Supervisors	\$ 445,000	\$ 162,401	36.5%	
Early Childhood Educators	\$ 2,913,782	\$ 1,260,025	43.2%	
Before and After School Program	\$ 216,752	\$ 62,632	28.9%	
Library Information Tech.	\$ 721,343	\$ 292,934	40.6%	
School Administration	\$ 5,517,956	\$ 2,119,062	38.4%	
School Offices	\$ 2,337,636	\$ 1,009,609	43.2%	
Continuing Education	\$ 790,500	\$ 293,545	37.1%	
Social Workers/Mental Health/CYW	\$ 1,031,131	\$ 282,835	27.4%	
Subtotal - School Based Teaching and Support Staff	\$ 72,497,311	\$ 29,133,819	40.2%	

DECISION UNIT NAME	2025 – 2026 BUDGET	01/22/26 ACTUAL	% Spent	EXPLANATION
SPECIAL EDUCATION				
Special Education Day School	\$ 5,093,465	\$ 2,016,622	39.6%	
Special Education Support Professionals	\$ 11,622,982	\$ 5,512,940	47.4%	
Special Education Program Support	\$ 1,861,998	\$ 540,170	29.0%	
Education and Community Partnership Programs	\$ 1,075,714	\$ 454,153	42.2%	
Subtotal - Special Education	\$ 19,654,160	\$ 8,523,885	43.4%	

DECISION UNIT NAME	2025 – 2026 BUDGET	01/22/26 ACTUAL	% Spent	EXPLANATION
SCHOOL BASED SERVICES & RESOURCES				
School Supplies and Resources	\$ 1,648,944	\$ 647,482	39.3%	
Technology Education	\$ 232,211	\$ 53,162	22.9%	
Kingfisher Outdoor Recreation	\$ 426,260	\$ 202,277	47.5%	
IMC General	\$ 103,870	\$ 35,424	34.1%	
Transportation - Home to School	\$ 8,303,077	\$ 3,004,109	36.2%	
Cocurricular	\$ 279,615	\$ 91,647	32.8%	
Plant Operations	\$ 10,410,192	\$ 3,462,352	33.3%	
Plant Maintenance	\$ 2,040,990	\$ 680,589	33.3%	
Community Use	\$ 126,141	\$ 48,790	38.7%	
Cafeteria	\$ 235,000	\$ 143,180	60.9%	
Distribution	\$ 47,745	\$ 13,589	28.5%	
Territorial Student Program	\$ 183,041	\$ 83,097	45.4%	
Subtotal – School Based Services and Resources	\$ 24,037,085	\$ 8,465,697	35.2%	

DECISION UNIT NAME	2025 – 2026 BUDGET	01/22/26 ACTUAL	% Spent	EXPLANATION
CENTRAL SUPPORT TO SCHOOLS				
Instructional Services	\$ 2,175,676	\$ 752,762	34.6%	
FNMI	\$ 1,853,162	\$ 630,727	34.0%	
International Student Program	\$ 206,184	\$ 114,530	55.5%	
Student Success/School Effectiveness	\$ 506,721	\$ 222,237	43.9%	
Computer Services	\$ 1,537,115	\$ 851,974	55.4%	
Technical Services	\$ 856,119	\$ 439,577	51.3%	
Technology & Equipment	\$ 1,017,818	\$ 470,575	46.2%	
Property Services Administration	\$ 685,110	\$ 221,957	32.4%	
Health & Safety	\$ 174,564	\$ 83,126	47.6%	
Rehabilitation	\$ 170,000	\$ 49,757	29.3%	
Business Services	\$ 1,068,434	\$ 452,979	42.4%	
Payroll	\$ 469,340	\$ 174,339	37.1%	
Human Resources	\$ 846,208	\$ 342,182	40.4%	
Subtotal - Central Support to Schools	\$ 11,566,451	\$ 4,806,722	41.6%	

DECISION UNIT NAME	2025 – 2026 BUDGET	01/22/26 ACTUAL	% Spent	EXPLANATION
GOVERNANCE				
Trustees	\$ 280,521	\$ 79,365	28.3%	
Directors Office	\$ 1,095,688	\$ 393,866	35.9%	
Instructional/Corporate Admin	\$ 585,383	\$ 205,290	35.1%	
Subtotal – Governance	\$ 1,961,592	\$ 678,520	34.6%	

DECISION UNIT NAME	2025 – 2026 BUDGET	01/22/26 ACTUAL	% Spent	EXPLANATION
OTHER				
Benefits	\$ 19,915,770.94	\$ 6,712,873.68	33.7%	
Interest on borrowing	\$ 20,000.00	\$ 287.27	1.4%	
Debentures	\$ 1,149,755.92	\$ 587,049.75	51.1%	
Contingency	\$ 250,000.00	\$ -	0.0%	
Other Provincial Programs	\$ 3,166,697.00	\$ 2,986,475.20	94.3%	Priority and Partnerships Funding
School Fundraising	\$ 2,612,603.00	\$ -	0.0%	Recorded at August 31
Amortization Expense	\$ 13,373,796.00	\$ -	0.0%	Recorded at March and August 31
School Board 55 Trust Financing	\$ 99,067.00	\$ -	0.0%	Recorded at August 31
Subtotal – Other	\$ 40,587,689.86	\$ 10,286,685.90	25.3%	
TOTAL EXPENSES	\$ 170,304,288.71	\$ 61,895,328.32	36.3%	

DECISION UNIT NAME	2025 – 2026 BUDGET	01/22/26 ACTUAL	% Spent	EXPLANATION
<i>CAPITAL EXPENDITURES</i>				
School Renewal	\$ 2,000,000	\$ 607,028	30.4%	
School Condition Improvement	\$ 8,000,000	\$ -	0.0%	
TOTAL CAPITAL	\$ 10,000,000	\$ 607,028	6.1%	

LAKEHEAD PUBLIC SCHOOLS

OFFICE OF THE DIRECTOR OF EDUCATION

Report No. 015-26
2026 FEB 03

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

RE: PRELIMINARY ANALYSIS OF 2026-2027 BUDGET

1. Background

Administration has begun gathering information and expenditure estimates as part of the 2026-2027 budget development process.

2. Situation

- 2.1 It is anticipated that Ministry of Education funding announcements and grant regulations will be released by April 2026.
- 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 budget, administration has drafted the 2026-2027 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, 2026. The 2026-2027 Budget Process is attached as Appendix B.

3. Conclusion

- 3.1 The context for development of the 2026-2027 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 by,

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 provide equitable and inclusive educational environments where everyone belongs and succeeds

2026-2027 BUDGET DEVELOPMENT

We will support every student to belong, succeed, and reach their full potential by investing in equitable and inclusive learning environments that promote academic excellence, personal well-being and honor our shared responsibility to reconciliation.

Guiding Principles

1. Students come first.
2. The allocation of financial resources will be informed by data and aligned to match system and operational goals and priorities identified in the Multi-Year Strategic Plan.
3. We will invest in the future of the organization by focusing on innovation, engagement, partnerships, facilities 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.



2026-2027 BUDGET PROCESS

DESCRIPTION	TIMELINES
Preliminary enrolment projections.	January 2026
Administration to develop 'Guiding Principles & Operational Priorities.'	January 2026
Finance Committee Meeting	February 3, 2026
Administration to attend advisory committee meetings to present budget Information	<ul style="list-style-type: none"> • Miiniwewinan: IEAC, February 26, 2026 • SEAC, March 26, 2026 • PIC, March 2, 2026
Budget Preparation	April / May / June 2026
Input from invited Stakeholders: <ul style="list-style-type: none"> • Unions/Federations • IEAC • PIC • SEAC • Principals • Student Councils 	April 7, 2026 These groups either submit reports or attend meetings to present priorities. In addition, a web-based budget input option will be made available to the public.
Finance Committee Meeting	May 19, 2026
Director's Council Budget Review	June 2026
Finance Committee Meeting – Preliminary Budget for discussion	June 2, 2026
Finance Committee Meeting Budget Approval	June 16, 2026
Board Approval of 2026-2027 Budget	June 23, 2026
Submission to Ministry of Education	June 30, 2026