



**BUDGET ADVISORY COMMITTEE MEETING**

**May 8, 2023**

**4:30 p.m.**

**Via Zoom Video Conference**

**AGENDA**

- |  |        |             |
|--|--------|-------------|
| 1. Call to Order/Acknowledgement           |        | Chair       |
| 2. Approval of Agenda - May 8, 2023        | Page 1 | Chair       |
| 3. Approval of Minutes – January 23, 2023  | Page 2 | Chair       |
| 4. 2023/24 Preliminary Budget Presentation |        | G. Slykhuis |
| 5. Questions                               |        |             |

Adjournment

**Next Meeting:**                    **June 5, 2023 ?**  
**4:30 pm**  
**Via Video Conference**

**BOARD OF EDUCATION  
SCHOOL DISTRICT NO. 78 (FRASER-CASCADE)  
DRAFT MINUTES OF THE BUDGET ADVISORY  
COMMITTEE MEETING  
January 23, 2023  
Via Zoom Conference Call**

***DRAFT***

**PRESENT:**

**Board - Committee Members:**

Linda Kerr	Trustee	Chair
------------	---------	-------

**Representatives:**

Greg Lawley	Principal	FCPVPA
Lynne Marvell	President	FCTA
Laurie Hansen	Representative	CMAW

**Staff:**

Balan Moorthy	Superintendent
Gerry Slykhuis	Secretary Treasurer
Renge Bailie	Assistant Superintendent
Crystal Medlock	Executive Secretary

**Regrets:**

Cathy Speth	Trustee	Chair
Bruce Becker	Principal	FCPVPA
Megan Kempenaar	Teacher	FCTA
Cheryl Davidson	Representative	IEC
George Campbell	Representative	IEC
Vacant	Representative	Student
Vacant	Representative	DPAC

**1. Call to Order**

The meeting was called to order at 4:32 p.m. via Zoom conference call.

**Acknowledgement** – Trustee Kerr acknowledged that the meeting was being held on the traditional ancestral and unceded shared territories of the Cheam, Sts'ailes, Sq'ewlets, Seabird Island, Shxw'owhamel, Nlaka'pamux, and the Chawathil people.

**2. Approval of Agenda – January 23, 2023**

**KERR/MARVELL**

THAT the Agenda be approved as presented.

**Carried**

**3. Approval of Minutes – November 28, 2022**

**KERR/MARVELL**

THAT the Minutes of the Budget Advisory Committee meeting held on November 28, 2022 be approved as presented.

**Carried**

#### 4. 2022/2023 Amended Annual Budget Presentation

The Secretary Treasurer reviewed the 2022/2023 Amended Annual Budget that will be presented at the next Board of Education Meeting. Highlights from this portion of the meeting:

*Key Budget Dates:*

- Sept 30 – Student Count - Enrolment snapshot 1701
- October to January – Budgets are reviewed and amended to reflect the September 30<sup>th</sup> student count, current staffing, and any events that impact the budget
- Dec 15 – amended funding provided
- January to February – Amended Budget discussed with Budget Advisory Committee, and the Board of Education for 3 readings
- Feb 28 – Amended Budget and Bylaw due to the Ministry of Education
- Mid March – funding announcement MOE
- March to April – Budget Assumptions to Budget Advisory Committee, the Board and staff for review and input on significant budget contractions and/or expansions.
- May to June – To Board of Education for 3 readings
- June 30<sup>th</sup> – Approved Preliminary Budget due to Ministry of Education

Gerry spoke about the 10-Year Enrolment Trends in our District, presented the Operating Grand Breakdown as well and gave a breakdown about the different types of funds used in the school district:

- **Operating Funds** – Instruction, School and District Administration
- **Special Purpose** – Funds provided by a third party for the sole purpose to carry out a function or activity, e.g. school generated funds, scholarships, ministry-designated activities
- **Capital Funds** – For the purpose of acquiring land, buildings, and major equipment

#### 5. 2023/2023 3 -Year Enrolment Estimate

The Secretary Treasurer spoke about the projected numbers for the 3-Year Enrollment Estimate.

#### 6. Questions and Comments

The Secretary Treasurer made mention that we may need to bump the June 5th budget meeting earlier as there may be decisions that need to be brought to the committee sooner.

#### Adjournment

#### KERR/BAILIE

THAT the meeting be adjourned at 5:12 p.m.

**Carried**

**Notice of Next Meeting:** May 8, 2023  
4:30 pm  
Via Zoom Video Conference