



**HASTINGS AND PRINCE EDWARD DISTRICT SCHOOL BOARD
OPERATIONS AND FINANCE COMMITTEE
PUBLIC MEETING MINUTES
February 13, 2017**

Members present: T. Biniaris, B. Danes, M. Hall, D. Inch, L. Kyle
Student Trustees: None
Regrets: M. Brant, J. Bray, D. Patterson
Guests: None
Resource: K. Donnell, T. FitzGibbon, N. Pfeiffer, M. Savery-Whiteway
Minutes: C. Reid

Call to order

The public session of the Operations and Finance Committee was called to order at 7:00 p.m.

Presentations

None

Approval of the agenda

Moved: M. Hall
Seconded: L. Kyle

That the agenda be approved.

Carried

Approval of minutes

Moved: D. Inch
Seconded: L. Kyle

That the minutes of the January 16, 2017 meeting be approved.

Carried

Business arising

None

Recommendations

Capital Program Financing Through the Ontario Financing Authority (OFA)

Superintendent Pfeiffer referred to Report No. B-1 which contains a recommendation to authorize the borrowing of \$592,269 to finance a portion of the construction project at Harmony Public School.

The Ministry of Education requires all school boards to participate in the long term financing arrangements for certain eligible capital programs through the Ontario Financing Authority (OFA), in this case, New Pupil Places (NPP) funding. Superintendent Pfeiffer noted that this will be the last time that this type of financing will be required as the Ministry has changed the way it funds capital projects. The Ministry will reimburse boards for their actual principal and interest costs associated with the long term financing. Funds will flow from the OFA to school boards in March 2017. The deadline for approval is March 14, 2017.

The principal amount eligible for financing is to reflect the value of work for permanent improvements undertaken prior to August 31, 2016 under the eligible capital projects. Unique site costs at Harmony Public School resulted in additional funds being released by the Ministry under the NPP program.

Moved: D. Inch
Seconded: L. Kyle

That the Operations and Finance Committee recommend that Hastings and Prince Edward District School Board approve the adoption of By-law 13.9 as attached authorizing the borrowing of \$592,269 through the Ontario Financing Authority to finance a portion of the construction of Harmony Public School, as contained in the Operations and Finance Committee public session Report No. B-1, dated February 13, 2017.

Carried

Information

2017-2018 Budget Timelines

Superintendent Pfeiffer referred to Report No. C-1 and stated the Ministry of Education has a June 30 deadline for school boards to submit budget estimates for the coming school year. In order to meet this deadline, the Ministry of Education will need to release the Grants for Student Needs in a timely fashion. In past years these announcements have been made by March 31. Grant announcements later than this date can compromise the budget development process.

The tasks reflected in Appendix A are the key milestones required to compile estimated revenues and expenditures in order to meet a June 30 deadline. The Budget Committee meetings outlined in the schedule are proposed dates and have not been scheduled into calendars yet.

Clarification/discussion items included:

- How do the budget timelines align with the ARC process and initial recommendations? The proposed savings will be folded into the budget projections. The ARC recommendations and budget approval will occur on the same date, June 19, 2017. However, the ARC recommendations will first be presented at the Student Enrolment/School Capacity meeting on June 12, 2017. Senior staff will have to have alternate plans prepared for consideration in the event the ARC recommendations differ from the original recommendations.
- A suggestion was made to add the ARC timelines to the budget task analysis and timeline.
- The board is bound by the Multi-Year Financial Recovery Plan which will dictate the budget planning process.
- The initial ARC recommendations are staged over time and do not all occur in the 2017-2018 school year. Only certain recommendations will be activated for next year. If those recommendations don't get approved, the budget will have to be offset in other ways.

Update on Marmora Senior Public School Additions and Renovations

Superintendent Pfeiffer referred to Report No. C-2 and stated an updated report was distributed.

The Ministry of Education has approved construction of an addition plus renovations to Marmora Senior Public School for the consolidation of students from Earl Prentice into Marmora Senior. The addition consists of five classrooms plus a large gym, and the renovations include converting the existing gym into a learning commons and substantial improvements to the existing classrooms. The Ministry has provided funding in the amount of \$3.73M. AECOM Canada Architects Ltd. was contracted in March 2016 to provide architectural services for the project. The design drawings are complete and shown in Schedule A. A building permit application has been filed.

The renovations required to the school to relocate the front entrance, create the learning commons, upgrade the heating and ventilation system, and replace telephone, data, public address, and alarm systems exceeded the original budget, and the Ministry has indicated that the board may apply available building renewal funds from the board's budget to the project.

A formal Approval to Proceed is required from the Ministry in order to commence a construction tender process. The board has filed the request for Approval to Proceed based on the revised budget with the Ministry and is working through Ministry questions. It is anticipated that Approval to Proceed will be received shortly.

A construction tender will be released once the Approval to Proceed is received, and is anticipated to close and be presented to the board in March through the Operations and Finance Committee, in which case construction would commence in April. Delays in receiving the Approval to Proceed may push the project schedule back by a month so that construction would not commence until May. The planned completion date is mid-August with an opening of the new classrooms to students at the start of September 2017.

The site plan drawing and floor plan were reviewed.

Clarification/discussion items included:

- The two kindergarten rooms have internal washrooms.
- Building renewal funding will be used to fund the renovations required to the existing building.

Trustee expense report

Superintendent Pfeiffer referred to Report No. C-3 and noted that trustee expenses for the period ending January 31, 2017 were provided. It was confirmed that there are sufficient funds available for Board members to attend the Labour Relations Conference occurring in April.

Trustee proposals/queries

The Quinte Region Science and Technology Fair is scheduled for the same time as the Labour Relations Conference. It was noted that the Science Fair took a year off and has been re-established as a self-funded entity. The board still has staff involved on an “in kind” basis.

Correspondence

None

The Operations and Finance Committee public meeting adjourned at 7:32 p.m.