



**HASTINGS AND PRINCE EDWARD DISTRICT SCHOOL BOARD
OPERATIONS AND FINANCE COMMITTEE
PUBLIC MEETING MINUTES**

April 11, 2011
DRAFT

Members present: M. Brant, S. Clements, T. Goodfellow, M. Hall, D. Inch, Chair, D. Patterson

Regrets: None

Student Trustee: C. Meyette (absent)

Guests: None

Resource: J. Rogers, D. Rutherford, D. Tregenza

Minutes: J. Newman

Call to order

The meeting was called to order at 7:00 p.m.

Delegations/presentations

None

Approval of agenda

The following information items were added to the agenda:

- GSN Update
- Early Learning Year 4 and 5

Moved: M. Hall

Seconded: T. Goodfellow

That the agenda be approved as amended.

Carried

Approval of minutes

Moved: D. Patterson

Seconded: M. Hall

That the minutes of the regular meeting of March 7, 2011 be approved.

Carried

Business Arising

Superintendent Rutherford provided clarification regarding trustee expense accounts.

Recommendations

Capital borrowing resolutions

Superintendent Rutherford presented two capital borrowing resolutions for short term financing for the addition and renovations to Sir John A. Macdonald School and Prince Charles School, Belleville and the cost of renovations for Full Day Kindergarten, energy efficiency, geothermal and school renewal projects. Superintendent Rutherford noted that the Board is required to have a capital borrowing resolution in place for each capital project funded by the Ministry in order to arrange short term financing.

Moved: M. Hall

Seconded: S. Clements

That the Operations and Finance Committee recommend that Hastings and Prince Edward District School Board, in order to meet short term borrowing requirements for the addition and renovations to Sir John A. Macdonald School and Prince Charles School, Belleville, approve the borrowing resolution authorizing the borrowing of a sum of up to six million, eight hundred thousand dollars (\$6,800,000) from the Canadian Imperial Bank of Commerce as contained in the Operations and Finance Committee Public Report No. B-1 dated, April 11, 2011.

Carried

Moved: D. Patterson
Seconded: M. Brant

That the Operations and Finance Committee recommend that Hastings and Prince Edward District School Board, in order to meet short term borrowing requirements for the cost of renovations for Full Day Kindergarten, Energy Efficiency, Geothermal and School Renewal Projects, approve the borrowing resolution authorizing the borrowing of a sum of up to three million, two hundred thousand dollars (\$3,200,000) from the Canadian Imperial Bank of Commerce as contained in the Operations and Finance Committee Public Report No. B-1, dated April 11, 2011.

Carried

Tender: Athol-South Marysburgh Project

Don Tregenza presented tender results for the addition and renovations to Athol-South Marysburgh Public School.

Moved: T. Goodfellow
Seconded: M. Hall

That the Operations and Finance Committee recommend to Hastings and Prince Edward District School Board that a tender in the amount of \$753,740 be awarded to K. Knudsen Construction Limited for an addition and renovations to Athol-South Marysburgh Public School as contained in Operations and Finance Committee public session Report No. B-2 dated April 11, 2011.

Carried

Information

Capital Projects Update

Don Tregenza provided a verbal update on the capital projects currently underway at York River Public School, Prince Charles School, Belleville and Sir John A. Macdonald School.

Health and Dental Claim Audit

Superintendent Rutherford provided an update on the compliance audit results for the board's benefit carrier. The audit encompassed claims paid within the period of January 1, 2009 to September 30, 2010 and was completed in December 2010. The audit results indicate that Sun Life is adjudicating claims within the terms of the contract. Findings that originally appeared to be errors were traced back to provisions that were not reflected correctly in the employee benefits booklet or were identified and tracked under an alternative process by Sun Life.

Ontario School Boards' Insurance Exchange (OSBIE) Membership Renewal

Superintendent Rutherford advised that the board's membership with Ontario School Boards' Insurance Exchange (OSBIE) is due for renewal. It was noted that membership is automatically renewed for another five year term if written notice is not provided to OSBIE by July 1, 2011. Senior administration will not be providing notice of termination.

Trustee Patterson enquired about the board's membership in OSBIE from an ownership perspective should there be a need in the future to distribute the organization's net worth to the various members.

Board Policy Review

Superintendents Rutherford and Rogers provided an overview of amendments to the following policies that were reviewed as part of the regular board policy review. It was noted that policies with substantial amendments will be brought forward at the next board meeting for approval. Revised policy handouts were distributed with minor changes reflected as per the policy review at Executive Committee.

- Policy No. 3-I: Indemnification of Board Members
 - Deferred pending completion of recommended changes as per the Executive Committee review on Monday, April 4, 2011.
- Policy No. 11-E: The Budget Committee
 - The Operations and Finance Committee recommends the following wording change to section 2.2: *The committee shall **review and consider** estimated board revenue and expenditures.*
- Policy No. 17: Transportation of Students
- Policy No. 11-G: Special Education Advisory Committee

GSN Update

Superintendent Rutherford provided an update on GSN funding as per the recent Ministry announcement. It was noted that in order to determine the full impact of the GSN announcement the actual grant calculation forms are required. Information from Ministry staff indicates that these forms are not expected to be available until after Easter. Senior Administration is re-evaluating the need for a budget meeting that is scheduled for April 26 given the delay in Ministry information. A communication will be forthcoming.

Early Learning Year 4 and 5

Superintendent Rutherford provided an update on Early Learning Year 4 and 5. It was noted that the Ministry requires boards to confirm Year 4 and 5 sites by May 6, 2011.

Trustee Expense Reimbursement

Superintendent Rutherford provided an update on trustee expenses for the period ending March 31, 2011. Clarification was provided regarding professional development and travel expenses.

Correspondence – None

The meeting adjourned at 8:39 p.m.