



**HASTINGS AND PRINCE EDWARD DISTRICT SCHOOL BOARD
BUDGET MEETING
MINUTES
May 17, 2010**

Members present: M. Brant, S. Clements, C. Cotton, T. Goodfellow, M. Hall, D. Inch, H. Marissen, C. Pitman, M. Walker, J. Williams

Student Trustees: None

Regrets: None

Absent: None

Resource: C. DeMille, K. Donnell, T. FitzGibbon, J. Montgomery, C. Portt, J. Rogers, D. Rutherford, M. Savery-Whiteway, K. Soule, D. Tregenza, M. Norton

Guests: None

Minutes: P. Hoskin

Call to order

Chair Pitman called the meeting to order at 4:00 p.m.

Delegations/presentations

None

Approval of agenda

Moved: C. Cotton

Seconded: D. Inch

That the agenda be approved.

Carried

Approval of minutes

Moved: T. Goodfellow

Seconded: M. Walker

That the minutes of April 28, 2010 be approved

Carried

Business arising from the minutes

Nothing.

Recommendations

Enterprise Resource Planning System

Director Soule commented that this information had been previously brought to Trustees at the Closed Budget Meeting of April 20, 2010. Senior ITS Officer, Matt Norton,

referred trustees to Report B-1 and explained that this would be a two phase process which would see the implementation of the new Financial system by August 31, 2011 and the Human Resources/Payroll/Benefit system tentatively scheduled for January 1, 2012. The benefits and efficiencies of the new system were compared to current processes. The new system is built on the board standard, Microsoft SQL platform, and satisfies one of the Operational Review recommendations. It is proposed that the one-time cost of \$561,398 would come from reserve funds.

Moved: H. Marissen

Seconded: M. Hall

That the Budget Committee recommend to the Board that the Enterprise Resource Planning System move ahead as discussed in Report B-1 with expenditures of approximately \$600,000 coming from the reserve funds, phased in over two years.

Moved: S. Clements

Seconded: T. Goodfellow

To postpone consideration of this motion definitely, until the conclusion of this meeting.

Carried.

Information

Revenue summary

Superintendent Rutherford reviewed the Comparative Revenue Summary which compared changes between the 2009-2010 forecast and the 2010-2011 budget. Although grants have increased, much of the increase is attributable to the Provincial Discussion Tables funding. Superintendent Rutherford responded to trustee questions regarding the changes.

Expenditure summary

Superintendent Rutherford discussed the Expenditure Summary highlighting major changes that had been identified. Questions from trustees regarding specific expenses were discussed.

Impact of grant reduction

Superintendent Rutherford advised that the net financial impact of grant reductions is estimated to be \$1.8 million. To balance the 2010-2011 budget will require the use of expenditure reductions and reserve funds. Other cost saving measures will be discussed in closed session. Trustees were reminded that because declining enrolment will continue, the Board will need to continually evaluate services and programs as we move forward.

Budget risk management

During a review of the Budget Risk Management report, Superintendent Rutherford identified processes that have been put in place to help mitigate potential risks around enrolment projections, retirement costs, sick leave costs, utility and fuel costs and the Early Learning Program. Questions regarding the Early Learning Program funding and costs were discussed.

The following motion was reread to the trustees:

Moved: H. Marissen

Seconded: M. Hall

That the Budget Committee recommend to the Board that the Enterprise Resource Planning System move ahead as discussed in Report B-1 with expenditures of approximately \$600,000 coming from the reserve funds, phased in over two years.

Carried

Correspondence

None

Next meeting

The next budget meeting has been scheduled for June 14, 2010 at 4:00 p.m.

Adjournment

The meeting adjourned at 5:25 p.m.

Chair

Secretary