

FINANCE COMMITTEE
Reporting to Public Session, Tuesday, September 23, 2014

The Finance Committee met on Tuesday, September 16, 2014 at 4:55 pm. In attendance were: Trustees Ron Burton (Chair), Meiling Chia, Larry Hayes, Baljinder Narang, James Wang and Gary Wong; Superintendent of Schools Kevin Kaardal, Secretary-Treasurer Greg Frank, Deputy Superintendent Gina Niccoli-Moen, Assistant Superintendents Roberto Bombelli and Heather Hart, Assistant Secretary-Treasurer Roy Uyeno and Manager, Finance & Budgets Shind Chand.

1. KPMG: Audit Findings Report/Letters

Secretary-Treasurer Greg Frank introduced to the committee Mr. Archie Johnston, Quality Review Partner and Mr. Brian Szabo, Engagement Partner with KPMG, the district's external auditor.

Mr. Szabo provided Trustees with an overview of KPMG's audit of the school district's financial statements for the year ended June 30, 2014 including audit, accounting and reporting matters.

Mr. Johnston and Mr. Szabo left the meeting at 5:45 pm.

Recommendation: THAT the Board of Education receive this information.

2. Draft 2013/2014 Audited Financial Statements

Assistant Secretary-Treasurer Roy Uyeno presented the draft 2013/2014 audited financial statements. Highlights included:

- The school district's auditors KPMG will be issuing an unqualified audit report.
- The financial statements for the year ended June 30, 2014 reflect the impact of teacher job action which resulted in Ministry of Education grant revenue clawback and savings in teacher salary, benefits and other expenditures
- The district ended the year in a strong financial position with a \$4.8 million net unrestricted operating fund balance and a \$4.8 million restricted operating fund balance.
- Total revenues were lower than budget by \$6.5 million due primarily to Ministry of Education grant clawback for job action savings
- Total expenses were lower than budget by \$13 million due to job action savings, commitments unspent but restricted for carry forward, local capital transfer for capital equipment and other reduced expenses.

A brief presentation of the 2013/2014 audited financial statements will be made at the September 23, 2014 Public Session meeting.

Recommendation: THAT the Board of Education receive and approve the audited financial statements of the Board of Education of School District No. 41 Burnaby for the year ended June 30, 2014, as presented.

3. Contract Awards

In accordance with Policy 3.80 Purchasing Goods and Services, Mr. Frank provided the committee with a report on the award of a three-year contract between the Burnaby School District and Lynch Bus Lines Ltd. for the provision of student transportation services. Mr. Frank also reported on the award of a three-year contract to Wheels School Shuttle for the transportation of out-of-district students attending the BC School for the Deaf. The committee discussed the contract awards in detail.

Recommendation: THAT the Board of Education receive this information.

4. TD Banking Resolution

The district uses TD Bank for merchant credit card deposits generated through its Community and Continuing Education program course registrations. Mr. Frank provided the committee with a copy of a banking resolution (copy attached) required by the TD Bank and the Committee agreed to recommend the Board approve the resolution as presented.

Recommendation: THAT the Board of Education approve the TD Banking resolution, as presented.

5. Adjournment

The Chair adjourned the meeting at 6 pm.

Attachment