

**BUILDINGS AND GROUNDS COMMITTEE**  
**Reporting to Public Session, Monday, September 25, 2017**

The Buildings and Grounds Committee met on Wednesday, September 20, 2017 at 5:37 pm. In attendance were: Trustees Baljinder Narang (Chair) and Meiling Chia; DPAC Representative Calvin Taplay, Secretary-Treasurer Russell Horswill, Deputy Secretary-Treasurer Roy Uyeno and Director of Facilities Services Cory Borg.

**1. Capital Projects Update**

Mr. Cory Borg, Director of Facility Services, presented the September 2017 Capital Project Report. The Committee was updated on the Alpha Secondary School Seismic Project, Montecito Elementary School Seismic, Expansion and Building Envelope Project, as well as the development of various school Project Definition Reports.

Recommendation: THAT the Board of Education receive this information.

**2. Annual Facility Grant Plan Update**

Mr. Borg updated the committee on the status of the various Annual Facility Grant projects completed over the summer.

Recommendation: THAT the Board of Education receive this information.

**3. Stoney Creek – Building Envelope Project**

Mr. Borg and Mr. Russell Horswill, Secretary Treasurer, advised the committee that the Stoney Creek – Building Envelope project has been approved by the Ministry of Education. A project study is currently being completed by consultants, with construction to follow.

Recommendation: THAT the Board of Education receive this information.

**4. Classroom Enhancement Fund – Project Update**

Mr. Borg updated the committee on the status of the Classroom Enhancement projects. Eight of nine portable relocations and two of three building modifications were completed for September school start-up. The last portable for Buckingham School will be installed in October. The final building modification at Burnaby South is scheduled for completion near December 2017.

Recommendation: THAT the Board of Education receive this information.

## **5. Information Technology Update**

Mr. Roy Uyeno, Deputy Secretary Treasurer, updated the committee on various Information Technology projects (i.e. wireless and network upgrade, 1,000 workstations / lab reconfigurations and upgrades, Bring Your Own Education Device (BYOED), Voice over Internet Protocol (VoIP), and other server infrastructure enhancements). The committee felt a future DPAC presentation on Information Technology would be worthwhile.

Recommendation: THAT the Board of Education receive this information.

## **6. Next Meeting**

The next Buildings and Grounds Committee meeting will be held on Wednesday, October 18, 2017 at 5:30 pm.

## **7. Adjournment**

The meeting was adjourned at 6:14 pm.

**FINANCE COMMITTEE**  
**Reporting to Public Session Monday, September 25, 2017**

The Finance Committee met on Tuesday, September 19, 2017 at 5:30 pm. In attendance were Trustees Ron Burton (Chair) (by phone), Meiling Chia (arrived at 5:37 pm), Baljinder Narang, Harman Pandher and Gary Wong (by phone); Superintendent of Schools Gina Niccoli-Moen, Secretary-Treasurer Russell Horswill, Assistant Superintendents Roberto Bombelli, Heather Hart, Wanda Mitchell and Richard Per, Deputy Secretary-Treasurer Roy Uyeno, Director of Finance Ishver Khunguray and Manager of Finance and Budgets Matt Mydske

**1. PricewaterhouseCoopers 2017 Year-End Report to Finance Committee**

Secretary-Treasurer Russell Horswill introduced to the committee Mr. Andrew Clark, Engagement Partner, and Lisa Wyner, Manager, of PricewaterhouseCoopers LLP, the district's external auditor.

Mr. Clark provided Trustees with an overview of the audit by PricewaterhouseCoopers of the school district's financial statements for the year ended June 30, 2017 including audit, accounting and reporting matters.

Mr. Clark and Ms. Wyner left the meeting at 5:45 pm.

Recommendation: THAT the Board of Education receive this information.

**2. Draft 2016/2017 Audited Financial Statements**

Deputy Secretary-Treasurer Roy Uyeno presented the draft 2016/2017 audited financial statements. Highlights included:

- The school district's auditors PricewaterhouseCoopers will be issuing an unqualified audit report.
- The financial statements for the year ended June 30, 2017 reflect growth in student enrolment, increased revenues, continued growth in the International Student Education program, underspend in some staffing categories due to vacancies and staff shortages and employee benefit cost savings.
- The district ended the year in a strong financial position with a \$4.6 million unrestricted operating fund balance and \$6.5 million restricted operating fund balance.

A brief presentation of the 2016/2017 audited financial statements will be made at the September 25, 2017 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, 2017, as presented.

**3. Classroom Enhancement Fund**

Assistant Superintendent Richard Per provided Trustees with an update on teacher staffing for the Classroom Enhancement Fund.

Recommendation: THAT the Board of Education receive this information.

**4. Enterprise Risk Management Program**

Mr. Uyeno presented information on the planned work to develop an Enterprise Risk Management program to identify, assess and manage the district's overall risk strategy and processes.

Recommendation: THAT the Board of Education receive this information.

**5. Adjournment**

The Chair adjourned the meeting at 6:24 pm.