

Central School Council

Proposed 3 year Business Plan R1
2014/15 to 2016/17

Submitted by Sue Rapin, Council Secretary

Survey Results/Changes

- Based on survey results, Business Plan Instructions were adjusted as follows:
 - Adjusted plan from 5 year to 3 years, as no new information was being communicated due to the addition of an extra two years.
 - Removed subsidy for Grade 8 trip, based on results of parent survey.
 - Added annual subsidy in support of “no child excluded” vision (to be used for school trips/busing, etc. in alignment with school policy on how funds are assigned) starting in 2015/16 based on survey results
 - Reduce setting aside of capital funding reserves to \$4k/year starting in 2015/16 (none assigned in 2014/15), overall goal to 20k in 5 years (vs \$40k) - no major capital work for playground identified to-date but still an interest to parents.
 - Freed up money in 2014/15 towards new school wish list including:
 - Chairs for performances (4k)
 - School uniforms (2k)
 - Backpack Racks (4k)
 - Equipment for fitness breaks (1k)
 - IT/Technology (1k)
 - Non LED sign (5k) - Note: 1.1k already sponsored to-date.

Business Planning

- This business Plan is a high level direction planned by Council, with categories that provides a framework while allowing for flexibility around fundraising and expenditures for specific council decisions during the school year.
- Business Plans are typically reviewed and updated every year, for the following three to five years. This one should be considered for implementation now (end of school year) and through 2015/16 with review and updates next Spring for the following 3 years.

Business Plan Instructions

Further to initial proposal at the February Council meeting:

- Continue to put reserves aside for playground/capital funding, 4k/year starting in 2015/16 (20k in 5 years). Recommend to maintain a round number for ease of tracking in bank account.
- Focus on education initiatives, initiatives and/or tools, e.g. IT purchases, musical instruments, etc.
- Continue support of school improvements (e.g. sign, playground maintenance; reception area improvements).
- Continue practice of \$100/teacher for start of year school supplies
- Initiate practice in 2015/16 to provide subsidy funding in support of “no child excluded” vision.
- Maintain bank balance at end of each school year at a minimum of \$10k (after reserve is removed) to ensure appropriate level of operating funds for fundraising efforts, and start of school year donation commitments such as teacher subsidies is available.
- From 2015/16 onwards, maintain fundraising profits at 2013/14 levels, ~22k/year.

Business Plan Assumptions

- Able to maintain Pizza Day fundraising at ~\$275/week for 35 weeks (starting beginning of October)
- Efforts continue for fall and spring fundraisers, ~\$4k each
- Able to continue to raise money through Fundscrip for Pizza Day efforts ~\$2.2k/year (\$294/\$3k Pizza Pizza cards)
- Expand and continue Kernels fundraising efforts in future years (~\$2k/year)
- Continue adhoc fundraisers at \$500/year (e.g. Lunch Lady; M&M Meatshops, etc.)
- Liability insurance/bank charges remains approximately the same over the 3 year period (~\$250/yr)

2014/15 Status

- ~\$13.6k bank balance at start of year
- 2014/15 estimate of overall fundraising profits, ~\$16k, assuming the remaining goals are maintained (e.g. pizza day till third week of June, Spring fundraiser reaches \$4k profit)
- Already donated this year; \$3.4k teacher subsidy; \$1.1k for school sign, \$500 for Grade 8 Graduation, \$500 towards the Parent Resource Centre (\$5.5k total).
- Therefore estimated \$11k remaining available to donate for this school year (2014/15) based on the business plan.
- Following motions will encompass:
 - Approval of the Business Plan including instructions and assumptions and Forecast Income/Expense statement.
 - Process for annual updating of the new business planning structure.
 - Expenditure of funds to cover school wish list
 - Allow for implementation of both the teacher subsidy and “no child excluded” subsidy for the start of the 2015/16 school year.

Motions

- Motion, proposed by Sue Rapin

“To accept proposed business planning instructions, assumptions and forecast income/expense statement, *Central Council Business Plan, 2014/15-2016/17*, dated May 12, 2015.”

Motion, proposed by Sue Rapin

“Review and affirm/update Business Planning instructions/ assumptions annually, by May Council meeting to ensure views of current council and parents are taken into account in Council planning efforts. Timing ensures that plans are in place in advance of changes/adjustments to Council Executive in September of each year. Review requirement to be added to Council by-laws to ensure it is carried out annually”.

Motions cont'd

- Motion, proposed by Sue Rapin

“Pending results of the Spring 2015 fundraiser and remaining Pizza Day efforts, provide up to \$11k to the school to cover wish list items related to backpack/rack systems; chairs for performances/school meetings; non-led school sign; break fitness equipment and technology, in a priority and allotment as defined by the Principal. Final funds to be confirmed/paid after Spring Fundraiser completed and June Pizza Day payments received (if required, adjusted downward in alignment with actual results). Principal will provide summary to council of planned expenditures (item/amount) by June 2015 council meeting for use in Council annual report.”

- Motion, proposed by Sue Rapin

“ To provide \$100/teacher at the start of school year for school/classroom supplies.”

- Motion, proposed by Sue Rapin

“Provide in two installments, \$2.5k (\$5k total) of funds to support “no child excluded” vision, to be used in accordance with existing school policy on funding school field trip fees, busing fees, etc. 1st installment to be provided at the start of the school year, and 2nd installment in January 2016.”