

TERMS OF REFERENCE – Independent Advisor

School District No. 61 (Greater Victoria) engage a contractor, Joan Axford, retired Secretary-Treasurer between May 17, 2021 and May 31, 2021, to work with senior management to providing information to the Board, stakeholders and community to improve the understanding of the 2021/22 budget options and financial position of the school district.

The work performed will consist of:

1. A report on operating reserves, capital reserves, cash balances from 2018/19 to 2020/21 and how they relate to the current and future budget and financial decisions.
2. A financial forecast for 2020/21 school year to have a base financial picture as at June 30, 2021 and implication for the 2021/22 budget.
3. A report on the 2021/22 budget that includes the following:
 - a. Cost to sustain pre COVID services and supports for students.
 - b. Resourcing the Strategic goals.
 - c. Enrolment and revenue projections and effect of those projections on operating grants and expenditures.
 - d. Review of the district options list for the 2021/22 budget and reporting of the implications of the options
 - e. Considerations for the Board to enable approval of the 2021/22 budget with a clear and transparent understanding of the budgeted services for the next school.

The contractor will present the report to the Board at a public meeting.

The contractor will remain available to the District and Senior Staff until final budget approval.