

**BOARD OF EDUCATION OF
SCHOOL DISTRICT NO. 46 (SUNSHINE COAST)**

REGULAR MEETING AGENDA

Wednesday, May 13, 2020, 7:00 p.m.
<https://www.youtube.com/user/SD46Schools>

	Pages
1. <u>Call to Order</u>	
2. <u>Celebrating Education: Newsies - S. Douglas</u>	
3. <u>Public Question Process</u>	
<p>Questions and enquiries from the public will be taken at the end of the meeting via email to questions@sd46.bc.ca. In order to be added to the queue, please be sure to include your first and last name. Questions will be considered, and responded to, in the order received during the allotted period at the end of the meeting.</p>	
4. <u>Adoption of the Agenda</u>	
<p>MOTION: "THAT the agenda of May 13, 2020 be adopted."</p>	
5. <u>Approval of Minutes of Prior Meetings and Receipt of Records of Closed Meetings</u>	1
<p>a. Regular Meeting Minutes - April 8, 2020</p> <p>b. Record of Closed Meeting - April 8, 2020</p>	
<p>MOTION: "THAT the Regular Meeting April 8, 2020 and the Record of Closed Meeting of April 8, 2020, be approved."</p>	
6. <u>Reports</u>	
a. Superintendent's Report	7
b. Administrative Regulations to be Received	
1. Reg. 1050 - Career Programs	
2. Reg. 5050 - Honoraria	8
3. Reg. 5090 - Travel Expenses	10
4. Reg. 5100 - Vehicle Expenses	12
c. Secretary-Treasurer's Report	
1. Larger Cheques Written in the Month of April 2020	13
2. Expenditures by Object - April 2020	15

d.	Board Report	16
1.	BCSTA Report	
2.	BCPSEA Report	
3.	Student Trustee Report	
e.	Committee of the Whole Notes - April 28, 2020	17
1.	Policy 24 - Surplus	20
	RECOMMENDATION: "THAT the proposed changes to Policy 24 - Surplus, as attached, be approved."	
f.	Operations Committee Notes - April 28, 2020	21
1.	2020-21 Preliminary Budget	23
	RECOMMENDATION: "THAT the 2020-21 Preliminary Budget be presented to the board for approval at the May Regular Meeting."	
	MOTION: "THAT School District No. 46 (Sunshine Coast) Annual Budget Bylaw for fiscal year 2020/2021, in the amount of \$50,748,521, be read for a first time."	
	MOTION: "THAT School District No. 46 (Sunshine Coast) Annual Budget Bylaw for fiscal year 2020/2021, in the amount of \$50,748,521, be read for a second time."	
	MOTION: "THAT School District No. 46 (Sunshine Coast) Annual Budget Bylaw for fiscal year 2020/2021, in the amount of \$50,748,521, be read for a third time, passed and adopted."	
g.	Receipt of Reports	
	MOTION: "THAT the reports be received."	
7.	<u>Correspondence</u>	38
a.	Sunshine Coast Community Task Force - Funding for Vulnerable Students	
	MOTION: "TO receive the correspondence."	
8.	<u>Questions and Enquiries from the Public</u>	
9.	<u>Next Meeting</u>	
	The next public board meeting will be held on June 10, 2020.	
a.	Committee Agendas	39
	MOTION: "TO approve the committee agendas."	
10.	<u>Adjournment</u>	

**MINUTES OF THE REGULAR MEETING OF THE
BOARD OF EDUCATION OF
SCHOOL DISTRICT NO. 46 (SUNSHINE COAST)**

Wednesday, April 8, 2020, 7:00 p.m.
<https://www.youtube.com/user/SD46Schools>

TRUSTEES: S. Leech, Vice-Chair, A. Amaral, Trustee, M. Hampvent, Trustee, S. Haines, Trustee, S. Girard, Trustee, T. Ste. Marie, Trustee

STAFF: P. Ruth, Board Chair, J. Carroll, Student Trustee, P. Bocking, Superintendent, N. Weswick, Secretary-Treasurer, P. Bishop, Director of Instruction, K. Kerr, Director of Instruction, E. Reimer, Executive Assistant (Recording Secretary)

1. Call to Order

The web-based meeting was called to order at 7:00 p.m. The meeting was live-streamed to the district's YouTube channel to support social distancing during the COVID-19 pandemic.

Chair Ruth acknowledged that the meeting was taking place on the unceded territories and *shíshálh* and *Sḵw̓xwú7mesh* Nations.

3. Adoption of the Agenda

Moved: Amaral

Seconded: Girard

MOTION: "THAT the agenda of April 8, 2020 be adopted."

Carried

4. Approval of Minutes of Prior Meetings and Receipt of Records of Closed Meetings

a. Regular Meeting Minutes - March 4, 2020

b. Record of Closed Meeting - March 4, 2020

c. Special Regular Meeting - March 26, 2020

Moved: Girard

Seconded: Haines

MOTION: "THAT the Regular Meeting minutes of March 4, 2020, the Record of Closed Meeting of March 4, 2020, and the Special Regular Meeting minutes of March 26, 2020, be approved."

Carried

5. Reports

a. Superintendent's Report

Superintendent Bocking reported that, in response to the COVID-19 pandemic, the district was in the process of:

- Checking in with staff and students to ensure they are well and determine what supports are needed to work and learn from home.
- Establishing what students needs are during the suspension of classes and considering learning opportunities for students,
- Developing a learning framework for younger students that considers core competencies as well as general life skills.
- Developing a teleworking policy that encourages safe work practices at home as well as a procedure to ensure the safety of staff that attend a school site.
- Prioritizing vulnerable learners and working towards planning for their learning.
- Communicating clearly and routinely with families and staff and developing a list of vetted sites that families can use for student learning.
- Providing school-aged child care for the children of tier 1 essential service workers.
- Looking towards expansion of school-aged child care for the children of tier 2 workers in the coming weeks.

Superintendent Bocking shared the educational leadership appointments for the 2020-21 school year and announced that acting principal, Drew Murphy, had announced his retirement. Former counsellor, and acting vice-principal, Sue Bailey, will take on the role of vice-principal at Elphinstone Secondary for the 2020-21 school year.

b. Administrative Regulations to be Received

1. Reg. 1370 - Social Media

Superintendent Bocking spoke to the regulation and noted that several edits had been made since the initial discussion at the Committee of the Whole in December. Trustees felt that the regulation is important and should be in place, and they also raised concerns about the district's jurisdiction to provide guidelines on the use of social media use by "community members". The regulation will be reviewed at the April Committee of the Whole meeting.

2. Reg. 5040 - Fundraising and Grants

Secretary-Treasurer Weswick reported that the regulation remained unchanged since it was reviewed at Committee of the Whole in January.

c. Secretary-Treasurer's Report

Secretary-Treasurer Weswick reported that:

- the capital plan approvals for mechanical upgrades at Kinnikinnick and Halfmoon Bay Elementary include photo voltaic arrays as part of the approved plan.
- the school allocation rates that were shared at the March Operations Committee had since been revised due to an announcement from the ministry relating to the Employer Health Tax supplement.
- the unrestricted surplus allocations remained unchanged since the discussion at the March Operations Committee meeting.

1. 2020/21 Capital Plan - Approved Projects Bylaw

Moved: Amaral
Seconded: Ste. Marie

MOTION: "THAT School District No. 46 (Sunshine Coast) Capital Bylaw No. 2020/21-CPSD46-01 be read for a first time."

Carried

Moved: Amaral
Seconded: Ste. Marie

MOTION: "THAT School District No. 46 (Sunshine Coast) Capital Bylaw No. 2020/21-CPSD46-01 be read for a second time."

Carried

The board agreed unanimously to move to a third reading.

Moved: Amaral
Seconded: Girard

MOTION: "THAT School District No. 46 (Sunshine Coast) Capital Bylaw No. 2020/21-CPSD46-01 be read for a third time, passed and adopted."

Carried

2. Larger Cheques Written in the Month of March 2020

Trustee Hampvent asked for clarification on a cheque to "Imagine". Secretary-Treasurer Weswick responded that the company supplied the district-purchased school band uniforms.

3. Expenditures by Object - March 2020

d. Board Report

Chair Ruth spoke to her written report. Trustee Haines indicated that she was able to provide information available on BC Ferries for those interested.

1. BCSTA Report

Trustee Haines reported that she would be attending the upcoming Provincial Council meeting via Zoom on April 17, 2020.

2. BCPSEA Report

Trustee Hampvent reported that trustees are looking forward to the resolution of teacher bargaining.

3. Student Trustee Report

Student Trustee Carroll reported that students are virtually "coming together", cooperating and meeting through social media. Elphinstone Teacher Sarah Mani engaged students in a virtual "Spirit Week". The DSLT has heard concerns from students regarding their education and are looking for develop concrete guidelines on what to do. The DSLT plans to create a newsletter to help distribute information to the student body. The team expects to publish their newsletter in the next 2-3 weeks.

e. Committee of the Whole Notes - March 31, 2020

The notes were submitted as written.

f. Operations Committee Notes - March 31, 2020

Trustee Hampvent highlighted the funding model review rollout and shared the committee's enthusiasm for the proposed three year program to add staff members to support inclusive education practices.

g. Receipt of Reports

Moved: Girard

Seconded: Leech

MOTION: "THAT the reports be received."

Opposed. (3): Amaral, Hampvent, and Ste. Marie
Carried.

The initial vote resulted in a tie. Chair Ruth elected to vote on the motion to break the tie and voted in favour of the motion. As a result, the motion carried.

7. Next Meeting

The next public board meeting will be held on May 13, 2020.

a. Committee Agendas

Moved: Amaral

Seconded: Ste. Marie

MOTION: "THAT the committee meeting agendas be approved, with the addition of Regulation 1370 - Social Media to the Committee of the Whole agenda."

Carried

8. Adjournment

There being no further business, the meeting adjourned at 7:59 p.m.

Moved: Amaral

Seconded: Girard

MOTION: "TO adjourn."

Carried

Pammila Ruth - Board Chair

Nicholas Weswick - Secretary-Treasurer



**BOARD OF EDUCATION OF
SCHOOL DISTRICT NO. 46 (SUNSHINE COAST)
RECORD OF CLOSED MEETING**

Wednesday, April 8, 2020, 6:15 pm
Online – Zoom Meeting

TRUSTEES: P. Ruth, Board Chair; S. Leech, Vice-Chair; A. Amaral, Trustee;
M. Hampvent, Trustee; S. Girard, Trustee; T. Ste. Marie, Trustee

STAFF: P. Bocking, Superintendent; N. Weswick, Secretary-Treasurer;
P. Bishop, Director of Instruction; K. Kerr, Director of Instruction
E. Reimer, Executive Assistant (Recording Secretary)

REGRETS: S. Haines, Trustee

Call to Order

The meeting was called to order at 6:18 p.m. by Vice-Chair Leech.

- **Motion to Exclude**
- **Adoption of the Agenda**
- **Approval of Minutes of Prior Meetings**
- **Information / Action Items**
 - Personnel
 - Teacher Bargaining
 - Principal Placements
- **Items for Disclosure**
 - **MOTION:** “TO disclose the 2020-21 Educational Leadership / Principal Placements at the Regular Board Meeting of April 8, 2020”

Adjournment

The meeting adjourned at 6:42 p.m.

Pammila Ruth - Board Chair

Nicholas Weswick - Secretary-Treasurer

REPORT TO THE BOARD OF EDUCATION OF SCHOOL DISTRICT NO.46 (SUNSHINE COAST)

SUPERINTENDENT'S REPORT

Submitted by Superintendent Patrick Bocking
May 13th, 2020

1. CIRCLE OF CARE: STUDENTS

- a. Students have been engaging in **online learning** for several weeks. Teachers, Educational assistants and Principals have utilized technology, creativity and expertise to support literacy, numeracy, subject areas learning, and Core Competency development. (1c, d, e)
- b. Elementary and Secondary teachers utilize on-line options to support students with **Careers** information. (1l)
- c. Small groups of students from the **Auto Service Technician Program** are learning in the shop to complete their practical experience. We appreciate the support from VIU as they continue to oversee the program. (1l)

2. CIRCLE OF CARE: STAFF

1. "**Safe Work Practices**" documents have been designed and implemented for all tasks required by staff and students. This work is continually being updated as new information becomes available. (2a)
2. All staff have information regarding supports provided by **Morneau Shepell** to help address the additional stress brought on during the current pandemic. (2a)
3. Principals, Counsellors, Student Support Services Teachers Indigenous Learning Team and District Staff have developed structures for many **vulnerable learners** to receive support in schools. (2c)
4. **Parents/caregivers** are invited to sign up for two learning opportunities: "Parenting During Difficult Times" for elementary and secondary parents; and "Parenting through a Pandemic for families with children ages 0 to 5. (2e)
5. Staff is in the process of developing protocols to welcome students back to **safe and welcoming learning environments** as per the direction of the Ministry of Education.

3. CIRCLE OF CARE: COMMUNITY

- a. **Sunshine Coast Child and Youth Medical and Mental Health Town Hall** set for May 21st from 11-12pm. Our partners include the Division of Family Practice, Child and Youth Mental Health, Vancouver Coastal Health, the Covid-19 Physician Task Force, and Sunshine Coast Community Services. (3c)
- b. A number of **International students** remain on the Sunshine Coast. We have initiated some small outings to show them some of the beauty of the coast. (3g)

ADMINISTRATIVE REGULATIONS

TITLE: HONORARIA
 CATEGORY: FINANCE
 NUMBER: 5050

I. Rationale:

School District No. 46 (Sunshine Coast) from time to time gives a small gift or payment (honorarium) in appreciation for services without a normal fee. The services involved vary, but are generally associated with presentations or guest speakers at school or district-sponsored functions.

II. Definition

A. "Honorarium" is defined as a token of appreciation (small gift or payment) given to an individual for services performed for which formal payment is not required. The arrangement between the individual and the School District is informal. It does not involve a contract and invoicing is not required. If there is an expectation of payment for goods or services received, this is not an honorarium and regulation 5060 (Purchasing) must be followed.

III. Procedure

A. In general, tokens of appreciation (i.e.: cup, pen, etc.) are the preferred method of honoraria, but it is understood that from time to time it is necessary to give a small monetary reward.

B. **Gift certificates and gift cards are not an approved form of honoraria and should not be purchased under any circumstance.** All monetary honoraria must be approved by the Administrator responsible for the program or activity and an account provided to process payment.

C. The amount of an honorarium should not be geared to lost fees or wages, expenses or other opportunity costs incurred by the service provider, but to the amount of recognition appropriate for the service provided. Honoraria are typically in the range of \$20-100 and cannot exceed \$250 for any one occurrence without the approval of the Secretary-Treasurer.

D. If monetary honorarium is to be paid to an individual, the guidelines are as follows:

1. Monetary honoraria are paid by cheque through Accounts Payable.
2. Approved requests must be made via cheque requisition to the Finance Department.
3. In order to process a request for an honorarium, the following information must be provided with the cheque requisition: the recipient's full name, mailing address,

ADMINISTRATIVE REGULATIONS

TITLE: HONORARIA
CATEGORY: FINANCE
NUMBER: 5050

postal code, and social insurance number, as well as information regarding the function for which the honorarium is required and an account number.

4. Minors who are below the legal age of work in BC are not eligible to receive monetary honoraria, subject to any exceptions in the law.

5. School district employees who have been paid honoraria during the calendar year will receive a T4A, issued by Finance, showing the income as taxable regardless of the amount received, unless exempted under the Income Tax Act or other legislation.

6. Individuals not employed by the district who have been paid honoraria during the calendar year will receive a T4A, issued by Finance, showing the income as taxable if cumulative payments received are in excess of \$500.00.

Received:

References: Board Policy 1.3. (v), 12

ADMINISTRATIVE REGULATIONS

TITLE: TRAVEL EXPENSES
 CATEGORY: FINANCE
 NUMBER: 5090

I. Rationale:

Opportunities for employees and trustees to learn and share outside the District enrich and deepen the work they do. Ensuring they are reimbursed for reasonable out-of-pocket expenses incurred while they are on authorized business is appropriate.

II. General:

A. Reimbursement will be made on the following basis:

1. **Travel costs:** Claim amounts for transportation and attach all receipts. Air travel is limited to economy class.
2. **Mileage costs:** Claim the prevailing B.C.S.T.A. rates. The maximum amount claimable is limited to the lowest airfare between points travelled, when air transportation is available and practical.
3. **Hotels:** Claim the prevailing Ministry of Education rates, less any personal items charged. If a government rate is not available, obtain your supervisor's approval for your hotel cost before claiming. If staying with friends or family, the individual may claim \$40.00 per night.
4. **Meals:** Claim the prevailing B.C.S.T.A. rates. Where claims exceed these rates, receipts must be submitted, although approval of excesses is at the discretion of the Secretary-Treasurer.

B. Upon request, the per diem rate shall be paid in advance.

C. For the purpose of this regulation, the term "reimbursement" also applies to purchases made on district-provided purchasing cards.

D. Meals taken outside of working hours while on authorized business within the district are an allowable expense.

E. Meals with multiple attendees must have individuals' names listed on the receipt, as well as basic rationale.

F. All claims for expenses shall be submitted on the appropriate form available from the Secretary-Treasurer.

G. The Secretary-Treasurer shall use their discretion regarding extraordinary expenses not covered in these regulations.

ADMINISTRATIVE REGULATIONS

TITLE: TRAVEL EXPENSES

CATEGORY: FINANCE

NUMBER: 5090

- H. No reimbursement shall be made for the purchase of alcoholic beverages.

Received:

References:



ADMINISTRATIVE REGULATIONS

TITLE: VEHICLE EXPENSES

CATEGORY: FINANCE

NUMBER: 5100

I. Rationale:

Mobility between sites and outside of the District is often required in order to meet the requirements of the organization. Trustees and employees shall be reimbursed or otherwise provided for vehicle costs incurred in the performance of their duties according to one of the following alternatives.

II. Reimbursement for Distance:

A. The employee may be reimbursed for distance actually travelled for work purposes at the amount specified in regulation 5090 (Travel Expenses).

B. The employee may be reimbursed for travel between worksites during the course of the workday if required to use their own vehicle.

C. Except for trustee travel to and from Board meetings, reimbursements will not be paid for travelling between home and the designated office, school or other place of work.

D. Mileage for reimbursement must be claimed on the current district form and submitted within one month of the end of the month in which the expenses were incurred.

III. Monthly Allowance:

A. Any monthly vehicle allowance will be paid at contractually established rate based upon estimated costs of distance to be covered within the district and is deemed to include all vehicle-related expenses.

B. An employee may claim, in addition, for the distance travelled out of the district, as provided in Section II.

IV. Provision of Vehicle:

A. When a vehicle is to be provided to an employee, a specific agreement shall be signed.

B. The agreement shall state whether the vehicle will be owned or leased by the district, the maximum amount the district is willing to pay, the length of the lease periods, and the amount to be reimbursed to the district for personal use.

Received:

References:

S D N O . 4 6 (S U N S H I N E C O A S T)

DATE 01-May-2020 07:34 AM SUMMARY - ISSUED CHEQUE REPORT - CHEQUE LIMIT : 10,000.00 PAGE 1
 START DATE: 01-Apr-2020 TO END DATE: 30-Apr-2020

CHEQUE #	BANK	MICR #	VENDOR #	VENDOR NAME	ISSUE DATE	CHEQUE AMOUNT

ON-LINE CHEQUES : ISSUED BETWEEN 01-Apr-2020 AND 30-Apr-2020						
00LCET4180	0001	*****	28093	RECEIVER GENERAL FOR CANADA	03-Apr-20	371,183.48
00LCET4181	0001	*****	30209	TEACHERS' PENSION PLAN	03-Apr-20	442,087.30
00LCET4182	0001	*****	28094	RECEIVER GENERAL FOR CANADA	13-Apr-20	52,157.92
00LCET4183	0001	*****	28094	RECEIVER GENERAL FOR CANADA	13-Apr-20	19,180.56
00LCET4186	0001	*****	23290	MUNICIPAL PENSION PLAN	03-Apr-20	43,956.98
00LCET4190	0001	*****	28093	RECEIVER GENERAL FOR CANADA	20-Apr-20	200,000.00
00LCET4191	0001	*****	33038	WORKERS' COMPENSATION BOARD	15-Apr-20	66,505.96
00LCET4192	0001	*****	23290	MUNICIPAL PENSION PLAN	17-Apr-20	60,595.00
00LCET4194	0001	*****	28094	RECEIVER GENERAL FOR CANADA	24-Apr-20	19,342.72
00LCET4196	0001	*****	28094	RECEIVER GENERAL FOR CANADA	24-Apr-20	87,388.92
TOTALS FOR BANK - 0001						1,362,398.84
TOTAL NUMBER OF CHEQUES						10
TOTAL NUMBER OF CHEQUES WITH MICR						0
COMPUTER PREPARED CHEQUES : ISSUED BETWEEN 01-Apr-2020 AND 30-Apr-2020						
2149000002	0001	0000054246	12012	BC HYDRO & POWER AUTHORITY	01-Apr-20	37,530.27
2149000004	0001	0000054248	30211	FORTIS BC-NATURAL GAS	01-Apr-20	15,481.57
2149ET0004	0001	*****	12021	BC TEACHERS FEDERATION	01-Apr-20	36,178.03
2149ET0005	0001	*****	12111	BC TEACHERS FEDERATION	01-Apr-20	33,889.27
2149ET0013	0001	*****	15064	ELITE FIRE PROTECTION LTD	01-Apr-20	10,967.12
2149ET0025	0001	*****	14286	M3 ARCHITECTURE INC.	01-Apr-20	23,625.00
2149ET0029	0001	*****	26207	PACIFIC BLUE CROSS/MSA	01-Apr-20	78,980.97
2149ET0036	0001	*****	15516	SMCN CONSULTING INC.	01-Apr-20	14,962.50
2149ET0040	0001	*****	29102	SUNSHINE COAST TEACHERS ASSOCIATION	01-Apr-20	12,363.59
2149ET0042	0001	*****	30172	THIRDWAVE BUS SERVICES	01-Apr-20	61,530.26
2150ET0025	0001	*****	13907	MINISTER OF FINANCE	08-Apr-20	2,000,000.00
2150ET0039	0001	*****	29095	SOFTCHOICE LP	08-Apr-20	19,046.78
2152ET0011	0001	*****	13003	C.U.P.E. - LOCAL 801	22-Apr-20	12,725.56
2152ET0037	0001	*****	13557	JOHN A. WALLACE ENGINEERING LTD.	22-Apr-20	19,110.00
2152ET0056	0001	*****	23257	MORNEAU SHEPELL LTD.	22-Apr-20	58,863.55
2152ET0058	0001	*****	25008	OLSON ELECTRIC LTD.,	22-Apr-20	176,562.08
2152ET0073	0001	*****	13324	SECHELT COMMUNITY SCHOOLS SOCIETY	22-Apr-20	11,795.40
2152ET0083	0001	*****	30022	TOWN OF GIBSONS	22-Apr-20	12,439.42
2152ET0086	0001	*****	17273	WEB ENGINEERING LTD	22-Apr-20	10,032.75
TOTALS FOR BANK - 0001						2,646,084.12
TOTAL NUMBER OF CHEQUES						19
TOTAL NUMBER OF CHEQUES WITH MICR						2
GRAND TOTAL						4,008,482.96
CANCELLED TOTAL						0.00
NET GRAND TOTAL						4,008,482.96
GRAND TOTAL NUMBER OF CHEQUES						29
GRAND TOTAL NUMBER OF CHEQUES WITH MICR						2

WARNING: NUMBER OF CHEQUES DOES NOT MATCH NUMBER OF CHEQUES WITH MICR

	Apr-20 Actual	Apr-20 Budget	Apr-20 Difference	2019/20 Amended Budget	%	KEY
Salaries						
110 Teachers Salaries	12,000,940	12,330,431.20	329,491	15,413,039	77.86%	80%
105 Principal and Vice Principal	2,058,673	2,075,456	16,783	2,500,549	82.33%	83%
123 Educational Assistant Salaries	2,521,186	2,802,933	281,747	3,503,666	71.96%	80%
120 Support staff	982,466	1,030,481	48,015	1,256,684	78.18%	82%
120 Support staff-Mtce/Cust	2,082,111	2,233,225	151,114	2,690,633	77.38%	83%
130 Other Professional	1,024,366	1,064,250	39,884	1,282,229	79.89%	83%
140 Substitutes	702,186	1,223,839	521,653	1,529,799	45.90%	80%
143 Short and Long Term Sick	813,421	1,038,236	224,815	1,297,795	62.68%	80%
Total Salaries	22,185,349	23,798,851	1,613,502	29,474,394	75.27%	80.7%
200 Employee Benefits	5,334,360	5,896,311	561,951	7,190,623	74.18%	82%
Total Salaries and Benefits	27,519,709	29,695,162	2,175,453	36,665,017	75.06%	81.0%
310 Professional Services	446,593	547,890	101,297	684,863	65.21%	80%
330 Transportation	822,022	1,112,573	290,551	1,390,716	59.11%	80%
340 Training and Travel	116,726	144,460	27,734	180,575	64.64%	80%
360 Rentals	5,806	8,000	2,194	10,000	58.06%	80%
370 Dues and Fees	54,120	58,500	4,380	58,500	92.51%	100%
390 Insurance	81,241	79,200	(2,041)	88,000	92.32%	90%
510 Supplies	1,929,911	3,376,939	1,447,028	4,221,174	45.72%	80%
540 Utilities	493,890	576,487	82,597	691,812	71.39%	83%
580 Furniture and Equipment Replaceme	222,144	309,926	87,782	387,407	57.34%	80%
590 Computer Equipment Replacement	245,889	237,695	(8,194)	297,119	82.76%	80%
Total Services and Supplies	4,418,342	6,451,670	2,033,328	8,010,166	55.16%	80.5%
Total Expenditures	31,938,051	36,146,832	4,208,781	44,675,183	71.49%	80.9%

REPORT TO THE BOARD OF EDUCATION OF SCHOOL DISTRICT NO.46 (SUNSHINE COAST)

CHAIR'S REPORT

Submitted by Chair Pammila Ruth
May 13th, 2020

Once again, my Board Report remains in the virtual world. Thanks to technology, we have actually had a very busy month. This month has been chock-full of emails and Zoom meetings; Keeping in constant contact with the Superintendent on district happenings, listening to the Minister of Education on plans to re-open schools in a safely phased plan, keeping the board up-to-date on all the goings-on and listening to concerns from parents and students. It has been an ever-changing scenario, and while we sit back and wait, we still have to keep moving.

It is human nature to try to 'fix things', but this isn't something we can fix right away. There is a time and place that you just have to trust in those who are working on it. We are following what Dr. Henry and our local health authority advise, and our number one priority is the safety of our students and staff. There is no flipping of a switch here. The phases being set in place will only be implemented when it is safe to do so and there is a go-ahead from the Ministry. No parents will be forced to send their children back to school if they are just not ready, even if deemed safe. That's okay. We will have systems set in place for this too.

Currently, we sit in Stage 4. Children of our essential workers with-in our community are getting in-class learning time. Schools themselves are an essential service because we know how much learning loss can occur when not in a regular learning environment over time, especially those from K-5. The next phase (Stage 3) therefore, will be offering students K-5, part-time in-class time and older students as needed. There is also a 'growing risk of inequity' as the province turns to electronic devices for learning. Not everyone has the means to learn over the internet. So, when it is safe to do so, the Ministry will be implementing the next phase (Stage 2) that has K-7 learning full time and 8-12 engaged in part-time learning in school, and the rest of their learning online. There will be strict guidelines for Health and Safety in our schools.

The hope is that eventually, we are moving toward the 'new normal' (Stage 1): in-Class learning for all our students. We will have to be flexible in how we approach these stages. Nothing is cut and dry. Having a plan is always good practice, but as we go forward, we must remain flexible, but trust in those who are guiding us. We are all in this together.

Up-to-date school district information can be found on our website www.sd46.bc.ca under COVID-19 Updates, and more detailed information on the five stages of returning to in-class learning under Backgrounder 2 at https://news.gov.bc.ca/files/BG_Parks_and_Sites_and_In-Class_Learning.pdf



**BOARD OF EDUCATION OF
SCHOOL DISTRICT NO. 46 (SUNSHINE COAST)
COMMITTEE OF THE WHOLE NOTES**

Tuesday, April 28, 2020, 2:30 p.m.
<https://www.youtube.com/user/SD46Schools>

TRUSTEES: P. Ruth (Committee Chair), A. Amaral, S. Girard, M. Hampvent,
S. Haines, S. Leech, T. Ste. Marie

STAFF: P. Bocking, Superintendent; P. Bishop, Director of Instruction;
N. Weswick, Secretary-Treasurer; K. Kerr, Director of Instruction;
J. Budgell, CUPE Local 801; E. Reimer, Executive Assistant
(Recording Secretary)

1. Call to Order

The meeting was called to order at 2:32 p.m. by Chair Ruth.

2. COVID-19 Update

Superintendent Bocking, Director Bishop and Director Kerr reported on the district's response to the COVID pandemic.

a. Safe and Healthy Environments

Director Bishop reported on the district's efforts to ensure healthy work environments at school facilities, under the guidance of Vancouver Coastal Health, and through encouraging safe work spaces for employee's working from home. The district remains involved on the Sunshine Coast Emergency Planning Committee and is sharing information with local governments and health authorities.

b. Services to Support Essential Workers

Superintendent Bocking shared pictures of the school environments that support the children of essential workers and spoke to the processes taking place to ensure the safety of students and staff at those sites. At the time of the report, there were 9 students at the Gibsons Elementary site and 7 at the Sechelt Learning Centre. The district is looking to expand services safely and taking appropriate measures to do so. Technology is available to students at these sites to work on school assignments, with the support of the Educational Assistants that are staffing the centres.

c. Vulnerable Student Supports

Director Kerr reported on services being provided by local community schools to ensure families in need have access to health food during the pandemic.

Vulnerable learners are being identified and provided with integrated case management supports to assist while learning from home. The school district remains active on the Sunshine Coast Mental Health Action Team and Violent Threat Risk Assessment Teams (VTRA) via Zoom. District counsellors are developing a critical incident response plan should there be a future need.

The district is offering virtual sessions to support parents who are assisting their

d. Continuity of Educational Opportunities

Superintendent Bocking reported on the [learning framework](#) that guides educational opportunities at the elementary level, with a focus on literacy, numeracy and the core competencies. Elementary teachers are assessing students using a common framework. Resources are available on the district website for parents and students alike.

Director Bishop reported on educational opportunities being provided to students at the secondary level, noting that:

- Linear and semester based courses are being taken into consideration.
- Secondary schools are utilizing various platforms to engage students.
- Students have been contacted by their home room teacher to discuss needs.
- Technology is being made available to students who require it.
- Teachers will reflect on the learning that took place over the entire year for assessment purposes,
- Student support services team are working to reach out to students that aren't engaging.

Director Bishop reported that grade 8 and 9 students will not be assessed with a formal mark for term 3, while students in grades 10, 11 and 12 will be graded and provided with comments based on school work that took place before the break.

3. Regulation 1370 - Social Media

The committee reviewed the recently received regulation and discussed trustee concerns relating to the application of the regulation to a “community member”. The committee discussed replacing “community member” with “volunteer” for clarity. Superintendent Bocking agreed to reassess the regulation with the committee’s feedback in mind and further suggested a review of Regulation 1230 (Process for Administrative Regulations), and possibly include an additional opportunity for trustees to provide feedback on a regulation following the circulation phase and prior to the receipt. Both regulations will be brought forward to the May meeting for further discussion.

4. Policy Review (standing item) - 3:20 p.m.

a. Policy 24 - Surplus

Secretary-Treasurer Weswick spoke to proposed amendments to the board’s policy which would align the district’s practice with recommendations stemming from the Funding Model Review. The change in practice would effectively replace the district’s past practice of holding a “Financial Provision”. The committee agreed to the proposed language.

RECOMMENDATION: "THAT the proposed changes to Policy 24 - Surplus be approved."

5. Adjourn

The meeting adjourned at 3:48 p.m.

24 SURPLUS

- 24.1 An accumulated operating surplus is achieved by spending less than the revenue the school district receives. The Board of Education is required by legislation to approve a balanced annual operating budget, which may include use of accumulated surplus funds from the previous year. Surplus funds are net resources that can be used for future services. The Board of Education may apply and approve restrictions on the spending of surplus funds.
- 24.2 The Board of Education will review a summary of the school district surplus position in conjunction with the Preliminary and Amended Annual Budget processes and when approving Financial Statements. The Board of Education will be required to approve any internal restrictions on surplus funds and any interfund transfers each year in which they occur. Capital assets purchased for departmental operating plans from approved budget expenditures do not require subsequent board approval.
- 24.3 The Board of Education will withhold an amount of unrestricted surplus during the budget process to address unforeseen events and fluctuations in budgetary estimates. The amount of the unrestricted operating surplus withheld will target approximately 2% of actual operating revenue of the previous fiscal year.
- i. Should the value of the unrestricted operating surplus exceed that target, funds in excess of that value will be included in the subsequent year's budget process.
 - ii. If the value of unrestricted operating surplus is lower than the 2% target, the Secretary-Treasurer will work to identify reductions in expenditures and allocations during the Amended Budget process. Surplus spending included in the operating budget would be reviewed as part of that process. Any remaining discrepancy will be included in the subsequent year's budget process.
 - iii. Priorities for use of unrestricted surplus funds are as follows:
 1. Ensure the District's operating budget is balanced
 2. Provisions for unforeseen/extraordinary events
 3. Supplemental allocations to school and departmental budgets
 4. Support for one time programs and purchases



BOARD OF EDUCATION OF SCHOOL DISTRICT NO. 46 (SUNSHINE COAST)

OPERATIONS COMMITTEE NOTES

Tuesday, April 28, 2020, 12:45 p.m.
<https://www.youtube.com/SD46Schools>

TRUSTEES: M. Hampvent (Committee Chair), S. Haines, S. Leech, P. Ruth, A. Amaral, S. Girard, T. Ste. Marie

STAFF: P. Bocking, Superintendent; P. Bishop, Director of Instruction; K. Kerr, Director of Instruction; N. Weswick, Secretary-Treasurer; R. Collison, Manger of Facilities; P. Luporini; District Principal, J. Budgell, CUPE Local 801; E. Reimer, Executive Assistant (Recording Secretary)

1. Call to Order

The meeting was called to order at 12:46 pm. Trustee Hampvent acknowledged that the meeting was taking place on the unceded territories of the *shíshálh* and *Sḵw̓xwú7mesh* Nations.

2. Budget Summary

Secretary-Treasurer Weswick reported on changes to the preliminary budget since the previous report at the March Operations Committee meeting:

- Reductions to overall revenue, including:
 - The elimination of Employee Health Tax funding, resulting in a reduction of \$310,235
 - The Carbon Tax Rebate has been rolled into the Unique Features Grant, however the district does not qualify for funding due to our mild climate, resulting in a reduction of \$15,000.
 - Family Navigator Grant is now included in Special Purpose Funds, and related staffing is now included in District Department Expenditures.
- As a result of the reductions to overall revenue, school and district budgets have been adjusted in the following areas:
 - Utilities Savings, International Education, School Transportation, Maintenance Supplies
 - School allocation base funding for both Elementary and Secondary has been reduced since the prior report but still represents an overall increase from the 2019-20 school year.
- Schools are budgeting to carry forward prior year school surpluses, totalling \$695,000. School Allocations and District Department expenditures have been updated as a result of that change.
- The majority of the unrestricted surplus is being used for school allocations, retiring the unfunded employee future benefits line and for the three year behaviour intervention pilot project.

The committee discussed budgets and allocations relating to climate and transportation initiatives, as well as the fleet plan for district vehicles.

Secretary-Treasurer Weswick provided additional clarification on the retirement of the unfunded employee future benefits, using this year's unrestricted surplus.

RECOMMENDATION: That the 2020-21 preliminary budget be presented to the board for approval at the May board meeting

3. Funding Model Review (FMR)

Secretary-Treasurer Weswick reviewed the recommendations that were selected for implementation in the Ministry's Funding Model Review and discussed the changes expected in phase one of the implementation.

The committee discussed accountability measures for assessment and the Framework for Enhancing Student Learning.

Secretary-Treasurer Weswick reported that as a result of recommendation 20, staff is recommending a change to the board's Surplus policy to set an acceptable range for unrestricted reserves.

4. Adjourn

The meeting adjourned at 2:19 p.m.

Annual Budget

School District No. 46 (Sunshine Coast)

June 30, 2021

School District No. 46 (Sunshine Coast)

June 30, 2021

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*NOTE - Statement 1, Statement 3, Statement 5, Schedule 1 and Schedules 4A - 4D are used for Financial Statement reporting only.

ANNUAL BUDGET BYLAW

A Bylaw of THE BOARD OF EDUCATION OF SCHOOL DISTRICT NO. 46 (SUNSHINE COAST) (called the "Board") to adopt the Annual Budget of the Board for the fiscal year 2020/2021 pursuant to section 113 of the *School Act* , R.S.B.C., 1996, c. 412 as amended from time to time (called the "Act").

1. Board has complied with the provisions of the Act respecting the Annual Budget adopted by this bylaw.
2. This bylaw may be cited as School District No. 46 (Sunshine Coast) Annual Budget Bylaw for fiscal year 2020/2021.
3. The attached Statement 2 showing the estimated revenue and expense for the 2020/2021 fiscal year and the total budget bylaw amount of \$50,748,521 for the 2020/2021 fiscal year was prepared in accordance with the *Act* .
4. Statement 2, 4 and Schedules 2 to 4 are adopted as the Annual Budget of the Board for the fiscal year 2020/2021.

READ A FIRST TIME THE _____ DAY OF _____, 2020;

READ A SECOND TIME THE _____ DAY OF _____, 2020;

READ A THIRD TIME, PASSED AND ADOPTED THE _____ DAY OF _____, 2020;

(Corporate Seal)

Chairperson of the Board

Secretary Treasurer

I HEREBY CERTIFY this to be a true original of School District No. 46 (Sunshine Coast) Annual Budget Bylaw 2020/2021, adopted by the Board the _____ DAY OF _____, 2020.

Secretary Treasurer

School District No. 46 (Sunshine Coast)

Annual Budget - Revenue and Expense

Year Ended June 30, 2021

	2021 Annual Budget	2020 Amended Annual Budget
Ministry Operating Grant Funded FTE's		
School-Age	3,295,000	3,270,000
Adult	-	3,500
Total Ministry Operating Grant Funded FTE's	3,295,000	3,273,500
Revenues	\$	\$
Provincial Grants		
Ministry of Education	42,919,947	44,396,971
Other	35,000	35,000
Tuition	46,750	71,060
Other Revenue	3,070,898	1,819,720
Rentals and Leases	70,000	60,000
Investment Income	132,000	182,000
Amortization of Deferred Capital Revenue	1,774,599	1,746,852
Total Revenue	48,049,194	48,311,603
Expenses		
Instruction	39,234,205	41,252,900
District Administration	3,022,365	2,477,745
Operations and Maintenance	6,950,766	6,811,286
Transportation and Housing	1,541,185	1,586,335
Total Expense	50,748,521	52,128,266
Net Revenue (Expense)	(2,699,327)	(3,816,663)
Budgeted Allocation (Retirement) of Surplus (Deficit)	2,238,691	3,353,871
Budgeted Surplus (Deficit), for the year	(460,636)	(462,792)
Budgeted Surplus (Deficit), for the year comprised of:		
Operating Fund Surplus (Deficit)		
Special Purpose Fund Surplus (Deficit)		
Capital Fund Surplus (Deficit)	(460,636)	(462,792)
Budgeted Surplus (Deficit), for the year	(460,636)	(462,792)

School District No. 46 (Sunshine Coast)

Annual Budget - Revenue and Expense
 Year Ended June 30, 2021

	2021 Annual Budget	2020 Amended Annual Budget
Budget Bylaw Amount		
Operating - Total Expense	43,549,032	44,588,051
Special Purpose Funds - Total Expense	4,964,254	5,330,571
Capital Fund - Total Expense	2,235,235	2,209,644
Total Budget Bylaw Amount	50,748,521	52,128,266

Approved by the Board

Signature of the Chairperson of the Board of Education Date Signed

Signature of the Superintendent Date Signed

Signature of the Secretary Treasurer Date Signed

School District No. 46 (Sunshine Coast)

Statement 4

Annual Budget - Changes in Net Financial Assets (Debt)

Year Ended June 30, 2021

	2021 Annual Budget	2020 Amended Annual Budget
	\$	\$
Surplus (Deficit) for the year	(2,699,327)	(3,816,663)
Effect of change in Tangible Capital Assets		
Acquisition of Tangible Capital Assets		
From Deferred Capital Revenue	(1,994,766)	(1,474,766)
Total Acquisition of Tangible Capital Assets	(1,994,766)	(1,474,766)
Amortization of Tangible Capital Assets	2,235,235	2,209,644
Total Effect of change in Tangible Capital Assets	240,469	734,878
	-	-
(Increase) Decrease in Net Financial Assets (Debt)	(2,458,858)	(3,081,785)

School District No. 46 (Sunshine Coast)

Annual Budget - Operating Revenue and Expense

Year Ended June 30, 2021

	2021 Annual Budget	2020 Amended Annual Budget
	\$	\$
Revenues		
Provincial Grants		
Ministry of Education	39,053,554	40,095,059
Other	35,000	35,000
Tuition	46,750	71,060
Other Revenue	1,980,037	798,061
Rentals and Leases	70,000	60,000
Investment Income	125,000	175,000
Total Revenue	41,310,341	41,234,180
Expenses		
Instruction	34,466,539	36,118,917
District Administration	2,825,777	2,281,157
Operations and Maintenance	4,797,878	4,685,209
Transportation and Housing	1,458,838	1,502,768
Total Expense	43,549,032	44,588,051
Net Revenue (Expense)	(2,238,691)	(3,353,871)
Budgeted Prior Year Surplus Appropriation	2,238,691	3,353,871
Budgeted Surplus (Deficit), for the year	-	-

School District No. 46 (Sunshine Coast)

Annual Budget - Schedule of Operating Revenue by Source
Year Ended June 30, 2021

	2021 Annual Budget	2020 Amended Annual Budget
	\$	\$
Provincial Grants - Ministry of Education		
Operating Grant, Ministry of Education	39,399,500	38,864,316
ISC/LEA Recovery	(1,256,340)	
Other Ministry of Education Grants		
Pay Equity	510,381	510,381
Funding for Graduated Adults	10,852	5,966
Transportation Supplement	380,465	380,465
Carbon Tax Grant		15,000
Employer Health Tax Grant		310,235
FSA Scorer	8,696	8,696
Total Provincial Grants - Ministry of Education	39,053,554	40,095,059
Provincial Grants - Other	35,000	35,000
Tuition		
International and Out of Province Students	46,750	71,060
Total Tuition	46,750	71,060
Other Revenues		
Other School District/Education Authorities	558,125	632,489
Funding from First Nations	1,256,340	
Miscellaneous		
Miscellaneous	165,572	165,572
Total Other Revenue	1,980,037	798,061
Rentals and Leases	70,000	60,000
Investment Income	125,000	175,000
Total Operating Revenue	41,310,341	41,234,180

School District No. 46 (Sunshine Coast)

Annual Budget - Schedule of Operating Expense by Object
Year Ended June 30, 2021

	2021 Annual Budget	2020 Amended Annual Budget
	\$	\$
Salaries		
Teachers	15,718,693	15,413,095
Principals and Vice Principals	2,581,708	2,500,549
Educational Assistants	3,267,630	3,382,485
Support Staff	4,473,388	4,255,332
Other Professionals	1,352,342	1,282,229
Substitutes	2,361,269	2,614,436
Total Salaries	29,755,030	29,448,126
Employee Benefits	7,113,388	7,187,124
Total Salaries and Benefits	36,868,418	36,635,250
Services and Supplies		
Services	734,000	803,762
Student Transportation	1,384,789	1,390,216
Professional Development and Travel	188,950	180,575
Rentals and Leases	10,000	10,000
Dues and Fees	59,500	58,500
Insurance	88,000	88,000
Supplies	3,575,175	4,729,936
Utilities	640,200	691,812
Total Services and Supplies	6,680,614	7,952,801
Total Operating Expense	43,549,032	44,588,051

School District No. 46 (Sunshine Coast)

Annual Budget - Operating Expense by Function, Program and Object

Year Ended June 30, 2021

	Teachers Salaries	Principals and Vice Principals Salaries	Educational Assistants Salaries	Support Staff Salaries	Other Professionals Salaries	Substitutes Salaries	Total Salaries
	\$	\$	\$	\$	\$	\$	\$
1 Instruction							
1.02 Regular Instruction	12,888,572	324,919		728,378		2,133,838	16,075,707
1.03 Career Programs	96,513						96,513
1.07 Library Services	151,050			58,997			210,047
1.08 Counselling	795,000			162,752			957,752
1.10 Special Education	1,162,926	258,120	3,104,894	488,830	61,544	142,131	5,218,445
1.30 English Language Learning	127,200						127,200
1.31 Indigenous Education	497,432	136,221	162,736			9,000	805,389
1.41 School Administration		1,708,746		462,169			2,170,915
1.62 International and Out of Province Students							-
1.64 Other				45,898		50,000	95,898
Total Function 1	15,718,693	2,428,006	3,267,630	1,947,024	61,544	2,334,969	25,757,866
4 District Administration							
4.11 Educational Administration		153,702			313,405		467,107
4.40 School District Governance					132,569		132,569
4.41 Business Administration				129,821	644,353	26,300	800,474
Total Function 4	-	153,702	-	129,821	1,090,327	26,300	1,400,150
5 Operations and Maintenance							
5.41 Operations and Maintenance Administration				49,722	176,307		226,029
5.50 Maintenance Operations				2,209,743			2,209,743
5.52 Maintenance of Grounds				125,549			125,549
5.56 Utilities							-
Total Function 5	-	-	-	2,385,014	176,307	-	2,561,321
7 Transportation and Housing							
7.41 Transportation and Housing Administration					24,164		24,164
7.70 Student Transportation				11,529			11,529
Total Function 7	-	-	-	11,529	24,164	-	35,693
9 Debt Services							
Total Function 9	-	-	-	-	-	-	-
Total Functions 1 - 9	15,718,693	2,581,708	3,267,630	4,473,388	1,352,342	2,361,269	29,755,030

School District No. 46 (Sunshine Coast)

Annual Budget - Operating Expense by Function, Program and Object

Year Ended June 30, 2021

	Total Salaries	Employee Benefits	Total Salaries and Benefits	Services and Supplies	2021 Annual Budget	2020 Amended Annual Budget
	\$	\$	\$	\$	\$	\$
1 Instruction						
1.02 Regular Instruction	16,075,707	3,437,814	19,513,521	1,812,516	21,326,037	22,402,333
1.03 Career Programs	96,513	24,128	120,641	98,000	218,641	380,384
1.07 Library Services	210,047	54,282	264,329	57,776	322,105	222,854
1.08 Counselling	957,752	244,320	1,202,072	500	1,202,572	1,006,784
1.10 Special Education	5,218,445	1,595,854	6,814,299	381,937	7,196,236	7,725,535
1.30 English Language Learning	127,200	31,800	159,000	19,400	178,400	284,951
1.31 Indigenous Education	805,389	200,158	1,005,547	159,636	1,165,183	1,284,627
1.41 School Administration	2,170,915	477,151	2,648,066	77,050	2,725,116	2,652,135
1.62 International and Out of Province Students	-	-	-	10,000	10,000	33,000
1.64 Other	95,898	12,851	108,749	13,500	122,249	126,314
Total Function 1	25,757,866	6,078,358	31,836,224	2,630,315	34,466,539	36,118,917
4 District Administration						
4.11 Educational Administration	467,107	106,877	573,984	20,000	593,984	588,054
4.40 School District Governance	132,569	1,326	133,895	104,000	237,895	232,745
4.41 Business Administration	800,474	235,661	1,036,135	957,763	1,993,898	1,460,358
Total Function 4	1,400,150	343,864	1,744,014	1,081,763	2,825,777	2,281,157
5 Operations and Maintenance						
5.41 Operations and Maintenance Administration	226,029	56,522	282,551	85,000	367,551	352,842
5.50 Maintenance Operations	2,209,743	591,188	2,800,931	778,493	3,579,424	3,431,077
5.52 Maintenance of Grounds	125,549	35,154	160,703	50,000	210,703	209,478
5.56 Utilities	-	-	-	640,200	640,200	691,812
Total Function 5	2,561,321	682,864	3,244,185	1,553,693	4,797,878	4,685,209
7 Transportation and Housing						
7.41 Transportation and Housing Administration	24,164	5,074	29,238	-	29,238	28,114
7.70 Student Transportation	11,529	3,228	14,757	1,414,843	1,429,600	1,474,654
Total Function 7	35,693	8,302	43,995	1,414,843	1,458,838	1,502,768
9 Debt Services						
Total Function 9	-	-	-	-	-	-
Total Functions 1 - 9	29,755,030	7,113,388	36,868,418	6,680,614	43,549,032	44,588,051

School District No. 46 (Sunshine Coast)

Annual Budget - Special Purpose Revenue and Expense
Year Ended June 30, 2021

	2021	2020 Amended
	Annual Budget	Annual Budget
	\$	\$
Revenues		
Provincial Grants		
Ministry of Education	3,866,393	4,301,912
Other Revenue	1,090,861	1,021,659
Investment Income	7,000	7,000
Total Revenue	4,964,254	5,330,571
Expenses		
Instruction	4,767,666	5,133,983
District Administration	196,588	196,588
Total Expense	4,964,254	5,330,571
Budgeted Surplus (Deficit), for the year	-	-

School District No. 46 (Sunshine Coast)

Annual Budget - Changes in Special Purpose Funds

Year Ended June 30, 2021

	Annual Facility Grant	Learning Improvement Fund	Scholarships and Bursaries	School Generated Funds	Strong Start	Ready, Set, Learn	OLEP	CommunityLINK	Classroom Enhancement Fund - Overhead
	\$	\$	\$	\$	\$	\$	\$	\$	\$
Deferred Revenue, beginning of year									
Add: Restricted Grants									
Provincial Grants - Ministry of Education	196,588	142,594			192,000	22,050	15,235	509,458	216,722
Other			70,000	900,000					
Investment Income			7,000						
	196,588	142,594	77,000	900,000	192,000	22,050	15,235	509,458	216,722
Less: Allocated to Revenue	196,588	142,594	77,000	900,000	192,000	22,050	15,235	509,458	216,722
Deferred Revenue, end of year	-	-	-	-	-	-	-	-	-
Revenues									
Provincial Grants - Ministry of Education	196,588	142,594			192,000	22,050	15,235	509,458	216,722
Other Revenue			70,000	900,000					
Investment Income			7,000						
	196,588	142,594	77,000	900,000	192,000	22,050	15,235	509,458	216,722
Expenses									
Salaries									
Teachers									
Principals and Vice Principals								75,000	
Educational Assistants		110,000			130,000				
Support Staff	170,181							125,000	105,000
Other Professionals									10,000
Substitutes									64,698
	170,181	110,000	-	-	130,000	-	-	200,000	179,698
Employee Benefits	26,407	32,594			42,000			62,458	37,024
Services and Supplies			77,000	900,000	20,000	22,050	15,235	247,000	
	196,588	142,594	77,000	900,000	192,000	22,050	15,235	509,458	216,722
Net Revenue (Expense)	-	-	-	-	-	-	-	-	-

School District No. 46 (Sunshine Coast)

Annual Budget - Changes in Special Purpose Funds

Year Ended June 30, 2021

	Classroom Enhancement Fund - Staffing	Other	TOTAL
	\$	\$	\$
Deferred Revenue, beginning of year			-
Add: Restricted Grants			
Provincial Grants - Ministry of Education	2,571,746		3,866,393
Other		120,861	1,090,861
Investment Income			7,000
	2,571,746	120,861	4,964,254
Less: Allocated to Revenue	2,571,746	120,861	4,964,254
Deferred Revenue, end of year	-	-	-
Revenues			
Provincial Grants - Ministry of Education	2,571,746		3,866,393
Other Revenue		120,861	1,090,861
Investment Income			7,000
	2,571,746	120,861	4,964,254
Expenses			
Salaries			
Teachers	2,057,380		2,057,380
Principals and Vice Principals			75,000
Educational Assistants			240,000
Support Staff			400,181
Other Professionals			10,000
Substitutes			64,698
	2,057,380	-	2,847,259
Employee Benefits	514,366		714,849
Services and Supplies		120,861	1,402,146
	2,571,746	120,861	4,964,254
Net Revenue (Expense)	-	-	-

School District No. 46 (Sunshine Coast)

Schedule 4

Annual Budget - Capital Revenue and Expense
Year Ended June 30, 2021

	2021 Annual Budget			2020 Amended Annual Budget
	Invested in Tangible Capital Assets	Local Capital	Fund Balance	
	\$	\$	\$	\$
Revenues				
Amortization of Deferred Capital Revenue	1,774,599		1,774,599	1,746,852
Total Revenue	1,774,599	-	1,774,599	1,746,852
Expenses				
Amortization of Tangible Capital Assets				
Operations and Maintenance	2,152,888		2,152,888	2,126,077
Transportation and Housing	82,347		82,347	83,567
Total Expense	2,235,235	-	2,235,235	2,209,644
Net Revenue (Expense)	(460,636)	-	(460,636)	(462,792)
Net Transfers (to) from other funds				
Total Net Transfers	-	-	-	-
Other Adjustments to Fund Balances				
Total Other Adjustments to Fund Balances	-	-	-	
Budgeted Surplus (Deficit), for the year	(460,636)	-	(460,636)	(462,792)



May 7, 2020

Dear SD46 Board,

The Sunshine Coast is entering uncertain times with COVID-19. The community is responding by helping neighbours and donating to local not for profit organizations. The Sunshine Coast Community Task Force has come together to coordinate our collective actions in response to COVID-19.

We now look to local governments to support our community's resiliency. **Today we are asking for School District 46 to provide increased funding to programs supporting the most vulnerable students.** Many more families will be feeling increased financial pressure, and we hope you can target your resources to supporting the most vulnerable.

The Fundraising Committee of the task force is working with local governments, individual donors, and local organizations to coordinate the financial response to COVID-19. We have determined that the Sunshine Coast Community Foundation is best equipped to collect and distribute funds to organizations most in need and they have set up a COVID-19 emergency relief fund. Rather than granting directly, the District of Sechelt has chosen to contribute to this fund to get money into the hands of charitable organizations faster. We have also sent requests to all other local governments.

We hope you can join the community response to COVID-19 and provide increased funding to your programs supporting the most vulnerable students. We believe that SD 46 plays a critical role in supporting vulnerable families, and we look forward to seeing your support programs develop.

Sincerely,

Jacqueline Gillis

Chair

Sunshine Coast Community Task Force



SCHOOL DISTRICT 46 - SUNSHINE COAST
Excellence in all we do!

BOARD COMMITTEE MEETING SCHEDULE
 2019-2020

MONTH	OPERATIONS COMMITTEE	COMMITTEE OF THE WHOLE	EDUCATION COMMITTEE
September 24, 2019	9:30 to 11:00 AM	11:15 to 1:45 PM	2:00 to 3:30 PM
October 22, 2019	9:30 to 11:00 AM	11:15 to 1:45 PM	2:00 to 3:30 PM
November 26, 2019	9:30 to 11:00 AM	11:15 to 1:45 PM	2:00 to 3:30 PM
December 17, 2019	9:30 to 11:00 AM	11:15 to 1:45 PM	2:00 to 3:30 PM
January 28, 2020	9:30 to 11:30 AM	11:45 to 2:15 PM	2:30 to 3:30 PM
February 25, 2020	9:30 to 11:30 AM	12:00 to 1:45 PM	2:00 to 3:30 PM
March 31, 2020	1:00 to 2:00 PM	2:30 to 3:30 PM	Cancelled
April 28, 2020	12:45 to 2:15 PM	2:30 to 3:30 PM	Cancelled
May 26, 2020	9:30 to 11:00 AM	11:30 to 1:30 PM	2:00 to 3:30 PM
June 23, 2020	9:30 to 11:00 AM	11:15 to 1:45 PM	2:00 to 3:30 PM
MAY AGENDAS:	<ol style="list-style-type: none"> 1. District Facilities (3.e.) 2. Five-Year Capital Plan 3. Annual Facilities Grant (AFG) Plan 4. Regs for Review: <ol style="list-style-type: none"> a. 3090 – Food in Schools 5. Local Government OCP and Zoning Referrals (standing item) 	<ol style="list-style-type: none"> 1. COVID-19 Update 2. Leaders (2.d.) 3. Select Standing Committee for Finance and Government Services 4. Committee Meeting Schedule for 2020-21 5. Regs for Review: <ol style="list-style-type: none"> a. 1370 – Social Media b. 1230 – Process for Admin Regs 6. Policy Review: <ol style="list-style-type: none"> a. 52 – Presentations b. 70 – Appeals 7. Communication Plan (standing item) 	<ol style="list-style-type: none"> 1. Care of our Planet (1.i.) 2. Environmental Initiatives (3.d.) 3. NEST Program 4. Graduation (1.l.) 5. District Report to the Ministry

All board committee meetings are scheduled for the fourth Tuesday of the month, unless otherwise noted.

PLEASE NOTE:

All public committee meetings scheduled to take place during the COVID-19 pandemic will be live-streamed to <https://www.youtube.com/SD46Schools/>