



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

OPERATIONS COMMITTEE

Held on April 21, 2016 from 12:30 to 2:30 p.m.

At the School Board Office, Gibsons, B.C.

PRESENT: TRUSTEES: Dave Mewhort, Chair; Betty Baxter; Greg Russell, Pammila Ruth
STAFF/OTHERS: Patrick Bocking, Superintendent; Nicholas Weswick, Secretary-Treasurer; Paul Bishop, Director of Instruction; Rob Collison, Manager of Facilities and Transportation; Phil Luporini, District Principal of Technology and Data Management; Janice Budgell, CUPE Local 801; Marnie Baba, CUPE Local 801; Erica Reimer, Executive Assistant (Recording Secretary)

REGRETS: Lori Pratt, Trustee; Allyson Fawcus, DPAC

The meeting was called to order at 12:31 p.m.

1. Fields – Sunshine Coast Fields Committee – G. Feschuk

A delegation of the Sunshine Coast Fields Working Committee, including Garry Feschuk, SIB; Kara McDonnell, SCYSA; Martin Blackwell SCYSA; and Silas White SCR/D/Town of Gibsons; shared concerns regarding the quality of sports fields on the coast and requested support from the school district in the development of a committee to evaluate and improve the quality of sports fields which includes representation from all local governments.

The committee engaged in a discussion regarding school field use, field maintenance and the general quality of fields on the Sunshine Coast.

RECOMMENDATION:

“To support the concept of a committee to evaluate the quality of sports fields on the Sunshine Coast.”

2. Strategic Plan: Goal 2.i. – Facilities

Our staff will work and learn with their students in exceptional facilities that are efficient and attractive.

The report was provided as written.

a) Annual Facilities Grant Spending (AFG) Plan

The 2016/17 AFG Spending Plan was provided for review. Rob Collison, Manager of Facilities, and Secretary-Treasurer Weswick highlighted items from the projects plan, which includes roofing upgrades at Pender Harbour Secondary and Roberts Creek Elementary, a small budget for fields' upgrades and an interior renovation at Elphinstone Secondary School.

Secretary-Treasurer Weswick indicated that upgrades to the Sechelt Learning Centre are required to improve the site and support the YMCA daycare facility. The District of Sechelt has agreed to provide in kind support to assist in the upgrades.

b) Long Term Facilities Plan (*standing item*)

Secretary-Treasurer Weswick shared that the district continues to work with consultant, Jim Alkins, to create a draft facilities plan to be reviewed by the board by the end of the 2015/16 school year.

3. Budget Summary

Secretary-Treasurer Weswick reviewed operating grants and revenue, proposed school allocations and potential increases and reductions to the 2106/17 Annual Budget as attached.

RECOMMENDATION:

“That the board move forward with the budget as presented.”

The meeting adjourned at 2:33 p.m.

Next Meeting: May 19th, 2016 from 12:30 to 1:00 p.m. at the School Board Office.

Operating Revenue – Ministry

	2015/16			2016/17			Change
	Amended Annual Budget			Preliminary Budget			
	Enrolment	Per Pupil	Funding	Enrolment	Per Pupil	Funding	
School Age	2,880.875	7,158	20,621,303	2,915.000	7,166	20,888,890	267,587
Alternative	165.000	7,158	1,181,070	165.000	7,166	1,182,390	1,320
DL	75.000	6,030	452,250	75.000	6,030	452,250	-
Home School	5.000	250	1,250	5.000	250	1,250	-
Level 1 Spec Needs	4	37,700	150,800	4	37,700	150,800	-
Level 2 Spec Needs	231	18,850	4,354,350	236	18,850	4,448,600	94,250
Level 3 Spec Needs	183	9,500	1,738,500	185	9,500	1,757,500	19,000
English Language Learning	108	1,380	149,040	110	1,380	151,800	2,760
Aboriginal Ed	555	1,195	663,225	561	1,195	670,395	7,170
Adult Education	13.875	4,565	63,339	10	4,565	45,650	(17,689)



Operating Revenue – Ministry

	2015/16			2016/17			Change
	Amended Annual Budget			Preliminary Budget			
	Enrolment	Per Pupil	Funding	Enrolment	Per Pupil	Funding	
Salary Differential			191,731			193,582	1,851
Unique Features			5,358,251			5,347,354	(10,897)
Enrolment Decline	(124.88)	29.96	-	(34.13)	31.21	-	-
Transportation							
Holdback						89,271	89,271
Summer Learning							
Feb Recount			37,730			37,730	-
May Recount			22,655			46,775	24,120
Education Plan			60,545			62,418	1,873
Administrative Savings			(205,044)			(182,072)	22,972
Funding Protection			-			-	-
Total Ministry Operating Revenue			34,840,996			35,344,583	503,587



Operating Revenue – Other

	2015/16			2016/17			Change
	Amended Annual Budget			Preliminary Budget			
	Enrolment	Per Pupil	Funding	Enrolment	Per Pupil	Funding	
Min-Pay Equity			510,381			510,381	-
Min-Misc.			17,346			8,696	(8,650)
Min-Grad Adult	0.375	4,565	1,712	0.375	4,565	1,712	-
Min-ITA			40,000			35,000	(5,000)
Min-Supplemental 16/17						77,295	77,295
Carbon Tax Rebate			25,000			25,000	-
Offshore Tuition			72,310			72,310	-
SD#93-CSF			543,000			543,000	-
Miscellaneous Revenue			14,700			146,700	132,000
Rentals and Leases			55,000			55,000	-
Investment Income			90,000			90,000	-
Total Funding			36,210,444			36,909,676	699,232



School Allocation Rates Base Funding

	2015/16	2016/17	Change
Elementary Schools	202,000	218,000	16,000
Secondary Schools	412,000	428,000	16,000
Pender Base	484,000	463,000	(21,000)
SCAS	294,000	359,000	65,000



School Allocation Rates Per-Pupil Funding

	K Funding	Grade 1-3 Funding	Grade 4-7 Funding	Grade 8-10 Funding	Grade 11-12 Funding	SCAS Funding
Proposed Per-Pupil Amounts	6,035	5,098	4,484	4,656	5,073	4,888
Prior Year Amounts	5,896	4,990	4,386	4,539	4,931	4,765
Net Change	139	107	98	117	141	123
Percent Change	2.40%	2.10%	2.20%	2.60%	2.90%	2.60%



School Allocation Rates Special Education Funding

	Level 1 Special Ed	Level 2 Special Ed	Level 3 Special Ed
Proposed Per Pupil Amounts	40,250	14,750	8,700
Prior Year Amounts	39,500	13,750	8,200
Net Change	750	1,000	500
Percent Change	1.90%	7.30%	6.10%



School Surplus Allocations

School	Sept 2015 Enrolment	Base Allocation	Per Pupil Allocation*	Surplus Allocation
CGE	237	11,000	17,634	28,634
DBE	156	11,000	11,607	22,607
GES	320	11,000	23,810	34,810
HMB	203	11,000	15,104	26,104
KES	228	11,000	16,964	27,964
LES	106	11,000	7,887	18,887
MPE	74	11,000	5,506	16,506
RCE	228	11,000	16,964	27,964
WSE	215	11,000	15,997	26,997
CSS	497	11,000	36,961	47,961
ESS	531	11,000	39,481	50,481
PHS	87	11,000	6,436	17,436
SCAS & SPIDER	240	11,000	17,857	28,857
Total	3,121	143,000	232,210	375,210

*Funding Per-Pupil \$74.41



Potential Increases and Reductions Contractual Obligations

Contractual Wage Increases - Teachers	211,700
Contractual Wage Increases - CUPE	68,160
Exempt Compensation - PRs	199,600
Exempt Compensation - Other Exempt	89,811
NGN Operating Cost Increase	43,000
Transportation Contract Increases	17,300
Transportation - Additional School Day	5,648
Transportation - Custom - Student Support	5,500
CPP/EI Maximum Increases	12,000
MSP Premium Increase	11,000
Teacher Pro-D Increases	3,000
Teacher Pension - Employer Contribution Reduction	(250,000)



Potential Increases and Reductions **Strategic Plan Support**

Item	Site	Dept	Total
Surplus Allocation (1 - All)	375,210		375,210
School Funding Increases (1 - All)	205,000		205,000
School Funding Increases - Student Support (1 - All)	315,000		315,000
SCAS - District Program Support (Equity)	65,000		65,000
Pender Base Funding (Equity)	(21,000)		(21,000)
Aboriginal Education Staffing (2d, 2e, 2j)		277,875	277,875
Pender/Madeira Activity Bus Lease (1h)		15,000	15,000
Reading Resources (1b)		30,000	30,000



Potential Increases and Reductions **Strategic Plan Support**

Item	Site	Dept	Total
School Lab Replacement (1i)		30,000	30,000
Digital Document Sys - Paperless Systems (2j)		20,000	20,000
Maker Spaces & Coding (1h)		10,000	10,000
Wellness Initiatives (2e)		10,000	10,000
Energy Usage Reduction Incentives (2j)		10,000	10,000
Software Maintenance (2j)		10,000	10,000
SPARK! 11 Staffing (1a)		9,600	9,600
Health and Safety Training (2h)		5,000	5,000
Fine Arts (1f)		2,000	2,000



Potential Increases and Reductions **Site-Based vs. Centralized**

Item	Site	Dept	Total
Chat Lifeskills - School-based	45,000	(45,000)	0
Garbage Costs - Decentralized	30,000	(30,000)	0
Careers Program - Decentralized	1	(1)	0
Student Support Staffing - As-needed Support vs RCES Support	(1)	1	0
HMB Transportation - School Schedule Related	5,500	(5,500)	0



Potential Increases and Reductions **Other Items**

Employment Practices Liability Premium	27,000
Legal Expense	(15,000)
Custodial Replacement - Vacation Coverage	21,000
Custodial Replacement - Summer	(15,000)
Custodial Replacement - Procedural Change	(5,000)
Custodial Dept Supplies Inflation	5,000
Professional Dues & Fees	5,000
Bus Route Reductions	0
Utilities Cost Reductions	(45,000)
NGN Implementation - Hardware	(20,000)
EAP Provider Change	(4,000)



School Summary

	2015/16 Preliminary Budget	2016/17 Preliminary Budget	Change
School: Cedar Grove Elementary	1,441,613	1,567,043	125,430
School: Davis Bay Elementary	1,151,234	1,420,857	269,623
School: Gibsons Elementary	1,999,365	2,091,515	92,150
School: Halfmoon Bay Elementary	1,347,343	1,371,613	24,270
School: Kinnikinnick Elementary	1,655,002	1,686,182	31,180
School: Langdale Elementary	769,292	862,010	92,718
School: Madeira Park Elementary	683,600	685,654	2,054
School: Roberts Creek Elementary	1,270,140	1,438,699	168,559
School: S.P.I.D.E.R. Elementary	280,090	225,158	(54,932)
School: West Sechelt Elementary	1,515,249	1,695,848	180,599
School: Chatelech Secondary	3,590,446	3,591,491	1,045
School: Elphinstone Secondary	3,666,564	3,812,126	145,562
School: Pender Harbour Secondary	1,031,468	1,043,249	11,781
School: Sunshine Coast Alternate School	2,544,463	2,647,272	102,809
School: Balancing School	198,952	1,117,641	918,689



Department Summary

	2015/16 Amended Budget		2016/17 Preliminary Budget		Change
	FTE	Cost	FTE	Cost	
Business Administration Total	10.200	1,244,245	10.200	1,335,032	90,787
District Governance Total	7.000	181,270	7.000	189,294	8,024
Educational Admin Total	14.709	1,608,543	14.809	1,676,934	68,391
Careers & Ace-It (1.03)	2.943	95,000	0.000	90,000	(5,000)
Aboriginal Education Total	7.000	735,010	12.057	1,012,885	277,875
District Special Education	20.818	1,422,171	16.671	1,376,486	(45,685)
ELL Total	1.000	149,040	1.000	151,800	2,760
Technology Total	5.000	818,789	5.000	863,469	44,680
Facilities Total	39.387	3,411,248	39.387	3,456,239	44,992
Total Transportation	0.630	1,044,167	0.630	1,076,720	32,553
Utilities	0.000	760,000	0.000	672,500	(87,500)
Replacement costs incl, benefits	0.000	850,000	0.000	850,000	0
TOTAL	108.69	12,319,482	106.75	12,751,360	431,878



Administrative Savings Plan

Category	Description of Strategy	2016 - 2017		
		Salaries & Benefits	Services & Supplies	Total
Benefits	Reduced Employer Contribution Amount for Teachers' Pension Plan	\$115,000		\$115,000
Operations	Mechanical Upgrades		\$42,500	\$42,500
	Energy Saving Initiatives		\$10,000	\$10,000
	Reduce Purchasing Costs through Group Purchasing - EDCO		\$10,000	\$10,000
Staffing	Reduced Replacement Costs	\$5,000		\$5,000
Total Savings and Increased Revenue Identified		\$120,000	\$62,500	\$182,500

Administrative Savings Target

\$182,072

Sufficient Administrative savings to Achieve Target

Yes



Balanced Budget

	2015/16 Amended Budget	2016/17 Preliminary Budget	Change
Operating Revenue	36,210,444	36,909,676	699,232
Financial Provision			
Transfer from Restricted - Curriculum			
Utilization of Restricted	1,520,150	138,705	
Utilization of Unrestricted	939,098	375,210	
Operating Expense			
School Allocations	23,431,561	24,623,401	1,191,840
District Departments	12,319,482	12,751,360	431,878
Allowance for Special Ed Enrolment		48,831	
Allocations from Restricted	1,520,150		
Allocations from Unrestricted	1,314,308		
Additional Allocations	84,192		
Net Operating Fund	(0)	(0)	
Remaining Unrestricted Surplus	375,210		
Available Funds	375,210	(0)	

