



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

**OPERATIONS COMMITTEE
AGENDA**

Thursday, March 30, 2017 from 12:30-2:00 pm
School Board Office – Gibsons, BC

- 1) Budget – School Allocation Rates
- 2) Transportation Review

BUDGET 2017-18

School Allocation Rates

Operations Committee - March, 29, 2017



- **February Operations Committee:**
Feedback from Stakeholders, Principals & Senior Management
- **Mid March:**
Provincial Funding Announcement
- **March Operations Committee:**
Discussion of School Funding Allocations
- **Early April:**
School Budget Process Begins
- **Mid April:**
School and District Staffing Plans Reviewed
- **Late April/May:**
Post and Fill Processes
- **April/May:**
Budget Reviewed by Board of Education

BUDGET PROCESS MILESTONES



STAFFING TIMELINES

| | |
|--------------------|--|
| March 31 | Budget information sent to schools |
| March 31 | Deadline for teachers to apply for leave |
| April 7 | Maintenance and Elementary schools staffing plans and budgets sent to HR/Finance |
| April 10 | Secondary school staffing plans and budgets to HR/Finance |
| April 10-13 | Staffing adjustments discussed/finalized |
| April 18-21 | Notifications to support staff and CUPE postings begin |
| May 3 | Teacher placement (evening) followed by teacher postings |





REVENUE COMPARISON

School District No. 46 (Sunshine Coast) Revenue Analysis

| | 2016/17 Amended Budget | | | 2017/18 Preliminary Budget | | | Change |
|----------------------------------|---------------------------|-----------|------------|-------------------------------|-----------|------------|-----------|
| | Enrolment | Per Pupil | Funding | Enrolment | Per Pupil | Funding | |
| School Age | 2,937.8750 | 7,218 | 21,205,582 | 2,925.0000 | 7,301 | 21,355,425 | 149,843 |
| Alternative | 142.2500 | 7,218 | 1,026,761 | 140.0000 | 7,301 | 1,022,140 | (4,621) |
| DL | 59.7500 | 6,030 | 360,293 | 49.0000 | 6,100 | 298,900 | (61,393) |
| Home School | 2.9040 | 250 | 726 | 2.0000 | 250 | 500 | (226) |
| Scourse Challenges | | | | 1.0000 | 228 | 228 | 228 |
| | | | | | | | - |
| Level 1 Spec Needs | 9 | 37,700 | 339,300 | 6 | 38,140 | 228,840 | (110,460) |
| Level 2 Spec Needs | 207 | 18,850 | 3,901,950 | 192 | 19,070 | 3,661,440 | (240,510) |
| Level 3 Spec Needs | 202 | 9,500 | 1,919,000 | 192 | 9,610 | 1,845,120 | (73,880) |
| English Language Learning | 120 | 1,380 | 165,600 | 108 | 1,395 | 150,660 | (14,940) |
| Aboriginal Ed | 578 | 1,195 | 690,710 | 555 | 1,210 | 671,550 | (19,160) |
| Adult Education | 1.375 | 4,565 | 6,277 | 1 | 4,618 | 4,618 | (1,659) |



School District No. 46 (Sunshine Coast) Revenue Analysis

| | 2016/17 Amended Budget | | | 2017/18 Preliminary Budget | | | Change |
|-------------------------------|---------------------------|-----------|-------------------|-------------------------------|-----------|-------------------|------------------|
| | Enrolment | Per Pupil | Funding | Enrolment | Per Pupil | Funding | |
| Salary Differential | | | 181,659 | | | 180,140 | (1,519) |
| Unique Features | | | 5,347,354 | | | 5,450,523 | 103,169 |
| Enrolment Decline | (19.00) | 29.96 | - | 25.88 | 31.21 | - | - |
| Transportation | | | | | | | - |
| Additional/Holdback | | | - | | | - | - |
| Summer Learning | | | | | | | - |
| Feb Recount | | | 37,730 | | | 76,055 | 38,325 |
| May Recount | | | 46,775 | | | 79,668 | 32,893 |
| Education Plan | | | 62,418 | | | 62,798 | 380 |
| Administrative Savings | | | (182,072) | | | (182,072) | - |
| Funding Protection | | | - | | | 76,488 | 76,488 |
| Ministry Operating | | | 35,110,062 | | | 34,983,021 | (127,041) |



School District No. 46 (Sunshine Coast)

Revenue Analysis

| | 2016/17 Amended Budget | | | 2017/18 Preliminary Budget | | | Change |
|--------------------------------|---------------------------|-----------|------------|-------------------------------|-----------|------------|----------|
| | Enrolment | Per Pupil | Funding | Enrolment | Per Pupil | Funding | |
| Min-Pay Equity | | | 510,381 | | | 510,381 | - |
| Min-Misc. | | | 8,696 | | | 8,696 | - |
| Min-Grad Adult | 1 | 4,565 | 4,565 | 1 | 4,618 | 4,618 | 53 |
| Min-ITA | | | 35,000 | | | 35,000 | - |
| Carbon Tax Rebate | | | 25,000 | | | 25,000 | - |
| Offshore Tuition | | | 78,408 | | | 78,408 | - |
| SD#93-CSF | | | 536,000 | | | 536,000 | - |
| Miscellaneous Revenue | | | 175,976 | | | 205,700 | 29,724 |
| Rentals and Leases | | | 55,000 | | | 55,000 | - |
| Investment Income | | | 90,000 | | | 90,000 | - |
| Total Operating Funding | | | 36,629,088 | | | 36,531,824 | (97,264) |



School District No. 46 (Sunshine Coast)

Revenue Analysis

| | 2016/17 Amended Budget | | | 2017/18 Preliminary Budget | | | Change |
|---|---------------------------|-----------|------------|-------------------------------|-----------|------------|-----------|
| | Enrolment | Per Pupil | Funding | Enrolment | Per Pupil | Funding | |
| Special Purpose Grants Included in Operating Departments | | | | | | | |
| Ministry Transportation Funding | | | 380,465 | | | 380,465 | - |
| Strong Start | | | 192,000 | | | 192,000 | - |
| Community LINK (Part) | | | 249,000 | | | 249,000 | - |
| Priority Interim Measures | | | 357,132 | | | - | (357,132) |
| Education Fund (Tch LIF) | | | 582,299 | | | - | (582,299) |
| Classroom Enhancement Fund | | | - | | | - | - |
| AFG - Operating Portion | | | 154,506 | | | 158,040 | 3,534 |
| Admin Savings Subsidy | | | | | | 182,072 | 182,072 |
| | | | | | | | - |
| | | | | | | | - |
| Special Purpose - Included | | | 1,915,402 | | | 1,161,577 | (753,825) |
| TOTAL FUNDING | | | 38,544,490 | | | 37,693,401 | (851,089) |



| | 2016/17 Preliminary | 2016/17 Amended Budget | 2017/18 Preliminary |
|---------------------------------------|------------------------|---------------------------|------------------------|
| Total District Budget | | | |
| Operating Revenue | 36,909,676 | 36,629,088 | 36,531,824 |
| Financial Provision | | | |
| Transfer from Restricted - Curriculum | | | |
| Utilization of Restricted | 138,705 | 1,688,811 | 103,100 |
| Utilization of Unrestricted | 375,210 | | |
| Special Purpose Included In Operating | | 1,915,402 | 1,161,577 |
| Operating Expense | | | |
| School Allocations | 24,623,401 | 24,575,900 | 24,657,730 |
| District Departments | 12,751,360 | 13,718,180 | 14,127,666 |
| Allowance for Funding Protection | 48,831 | | 76,488 |
| Allocations from Restricted | | 1,172,053 | |
| Allocations from Unrestricted | | | |
| Special Purpose Fund Spending | | 798,428 | 1,155,560 |
| Net Operating Fund | (0) | (31,261) | (2,220,943) |
| Remaining Unrestricted Surplus | | 538,098 | |
| Available Funds | (0) | 506,837 | (2,220,943) |

STRUCTURAL DEFICIT

- ✧ Preserve current staffing levels
- ✧ Staffing cost increases
- ✧ Average teacher estimates
- ✧ LIF & PM Staffing included





IMPLEMENTATION PLAN

| Strategic Plan Support | Actions | 2017/18 |
|---|---|------------------|
| 2d. Parent Communication | Freshgrade Reporting Project | \$3,000 |
| 2g. Pride & Celebration | Funding to Support Retirement Dinner and other Celebrations | 5,000 |
| 1d. Social/Emotional | Additional Counselor | 95,000 |
| 1f. Music and Fine Arts | Potential staffing/supplies allocation to support District fine arts programs | 10,000 |
| 1g. Sustainable Practices & Outdoor Education | Implement Sustainability Plan | 10,000 |
| 1k. Graduate | MyBlueprint, Specific Lifeskills, Consider Careers Support/Structure | 25,000 |
| 2c. Communication | New District Website, Email Addresses, School Websites | 25,000 |
| 2f. Leaders in our work | TIC/ New PR Support and Training | 5,000 |
| Strategic Plan Support Total | | \$178,000 |

STRATEGIC PLAN INITIATIVES



MEMORANDUM OF UNDERSTANDING



- Classroom Enhancement Fund
- Best efforts and non-compliance
- Non-enrolling ratios
- Class size and composition
- Remedy

| Class Size Limits | |
|--|---------------------|
| Class/Subject | Restored Language |
| K | 20 |
| K-1 | 20 |
| 1-3 split | 22 |
| 3-4 split | 26* (School Act 24) |
| 4-7 | 30 |
| 4-7 split | 28 |
| 8-12 | 30 |
| Industrial Education | 26 |
| Home/Econ | 26 |
| Science | 26 |
| Secondary English | 30 |
| High Incidence Class | 15 |
| Low Incidence Class | 10 |
| Band/Choir | N/L |
| Total Secondary Teachers Load | 190 |
| ** Maximum "Low Incidence" Students Per Class (Categories A-G) | 2 |

CLASS SIZE LIMITS



| | Enrolment * | Librarians | Secondary Counselors | SpEd/LA ** |
|------------------|-------------|------------|----------------------|------------|
| Ratio | | 370 | 300 | 183 |
| Cedar Grove | 255 | 0.7 | | 1.4 |
| Davis Bay | 180 | 0.5 | | 1.0 |
| Gibsons | 308 | 0.8 | | 1.7 |
| Halfmoon Bay | 205 | 0.6 | | 1.1 |
| Kinnickinnick | 223 | 0.6 | | 1.2 |
| Langdale | 108 | 0.3 | | 0.6 |
| Madeira Park | 82 | 0.2 | | 0.4 |
| Roberts Creek | 229 | 0.6 | | 1.3 |
| West Sechelt | 227 | 0.6 | | 1.2 |
| Pender Harbour | 100.2 | 0.3 | 0.3 | 0.5 |
| Chatelech Sec. | 459.8 | 1.2 | 1.5 | 2.5 |
| Elphinstone Sec. | 560.9 | 1.5 | 1.9 | 3.1 |
| Spider DL | 61.1 | | 0.2 | 0.3 |
| SCAS | 140.9 | | 0.5 | 0.8 |
| Total | 3,139.9 | 7.9 | 4.4 | 17.2 |

NON- ENROLLING TEACHER RATIOS





CLASSROOM ENHANCEMENT FUND

CEF GRANT

Total CEF Grant consists of:

- \$150 million - New funding for staffing
- \$30 million - New funding for overhead
- \$100 million - Priority Measures
- \$80 million - LIF (Teacher Ed Fund)

Classroom Enhancement Fund (CEF) ***notional amount*** for School District No. 46 is estimated at just over **\$4.1 million for the 2017/18 school year**. LIF and Priority measures were approximately \$1.3 million when annualized.



CEF GRANT – NOTIONAL AMOUNTS

no·tion·al

/ˈnōSH(ə)n(ə)l/

adjective

1. existing only in theory or as a suggestion or idea.

“notional budgets for hospital and community health services”

synonyms: hypothetical, theoretical, speculative, conjectural, suppositional, putative, conceptual,

[More](#)

| School | Enrolment | Special Needs Enrolment | Base Allocation | Per Pupil Allocation | Per Special Needs Pupil Allocation | Verifiability | TOTAL CEF |
|------------------|--------------|-------------------------|-----------------|----------------------|------------------------------------|----------------|------------------|
| Cedar Grove | 255 | 21 | 40,000 | 102,360 | 57,120 | 43,000 | 223,053 |
| Davis Bay | 180 | 24 | 40,000 | 55,000 | 43,077 | 55,000 | 210,331 |
| Gibsons | 308 | 33 | 40,000 | 125,600 | 59,231 | 37,000 | 277,866 |
| Halfmoon Bay | 205 | 16 | 40,000 | 82,290 | 28,718 | 37,000 | 188,008 |
| Kinnickinnick | 223 | 39 | 40,000 | 89,515 | 70,000 | 107,000 | 306,515 |
| Langdale | 108 | 5 | 40,000 | 43,353 | 8,974 | 16,000 | 108,327 |
| Madeira Park | 82 | 7 | 40,000 | 32,916 | 2,564 | 14,000 | 99,480 |
| Roberts Creek | 229 | 14 | 40,000 | 92,400 | 28,718 | 37,000 | 197,642 |
| West Sechelt | 227 | 14 | 40,000 | 59,231 | 37,000 | 37,000 | 227,352 |
| Pender Harbour | 100 | 14 | 60,000 | 217,000 | 25,128 | 25,000 | 150,345 |
| Chatelech Sec. | 460 | 14 | 60,000 | 184,550 | 100,513 | 78,000 | 423,062 |
| Elphinstone Sec. | 300 | 14 | 60,000 | 225,168 | 89,744 | 92,000 | 466,911 |
| Spider DL | | | | 19,669 | 5,385 | 9,000 | 34,054 |
| SCAS | 140 | 1 | 60,000 | 56,198 | 181,282 | 95,000 | 392,480 |
| Balancing School | (13) | (2) | | (5,168) | (50,256) | | (55,425) |
| TOTAL | 3,114 | 390 | 600,000 | 1,250,000 | 700,000 | 700,000 | 3,250,000 |

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CEF GRANT — NOTIONAL AMOUNTS

| | |
|-------------------|------------------|
| | - |
| | - |
| District Teachers | 388,000 |
| Overhead | 245,614 |
| Holdback | 237,958 |
| Total CEF | 4,121,572 |



FACILITIES AND CAPACITY

- Overcrowding Issues
- Portable inventory
- Capital funding
- Long-term approach