



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

OPERATIONS COMMITTEE NOTES

Held on January 17th, 2019 from 12:30-2:00 pm
At the School Board Office – Gibsons, B.C.

PRESENT: TRUSTEES: Maria Hampvent (Committee Chair), Stacia Leech, Samantha Haines, Pammila Ruth

STAFF/OTHERS: Patrick Bocking, Superintendent; Paul Bishop, Director of Instruction; Nicholas Weswick, Secretary-Treasurer; Phil Loporini, District Principal of Technology; Rob Collison, Manager of Facilities and Transportation; Janice Budgell, CUPE Local 801 President; Jacquie Shelemey, SCTA President; Tracy Bond; Erica Reimer, Executive Assistant (Recording Secretary)

The meeting was called to order at 12:32 p.m.

1) Amended Budget

Secretary-Treasurer Weswick presented the 2018-19 Amended Budget and reported that:

- Revenue, including funding received from the ministry and other operating revenue, is higher than originally projected – by approximately 1.6 million dollars. The increase funding is attributed to higher enrolment, in addition to increases in Special Needs Level 2 and 3 funded students.
- School allocations have increased by approximately \$2 million compared to the preliminary budget.
- The Operating Fund had a net surplus after additional allocations, per internal formulas. Mid-year changes include funding for teacher laptops, SOGI supports and disaster recovery initiatives, along with a mid-year allocation to schools in the amount of \$302,161.

A copy of the presentation is attached to these notes for reference.

RECOMMENDATION:

“That the board approve the Amended Budget Bylaw, as presented to the Operations Committee on January 17, 2019.”

2) Joint Use Update

Secretary-Treasurer Weswick provided a brief history on the Joint Use Agreement and reviewed the guiding principles document that framed the master agreement, which was implemented in March of 2018. The agreement provides a mechanism to allow for greater use of both SCRD and SD46 facilities, including cost-free access to facilities where no additional staffing is required.

Secretary-Treasurer Weswick indicated that he would contact the SCRD to initiate a staff to staff meeting, with the goal of arranging a full Joint-Use Committee meeting with elected officials from both organizations.

3) Regulations for Review:

a. Regulation 3030 – Arson, Vandalism and Forced Entry

Director Bishop reviewed changes to the regulation.

b. Regulation 3120 – Health and Safety

Director Bishop reported that the existing regulation had been updated to match the new format. As no substantial changes were made, the regulation will not require circulation.

c. Regulation 5080 – Student Fees

Superintendent Bocking reviewed changes to the regulation and highlighted the district's intention to provide school supplies to students at no cost to parents. The committee discussed costs related to instrument rentals and the availability of instruments through the district's instrument bank.

d. Regulation 1200 – Passport to Education (to be repealed)

The regulation is no longer required as the Ministry of Education no longer supports the Passport to Education program.

e. Regulation 1220 – Summer School (to be repealed)

The regulation is being repealed as the district does not offer summer school programming.

4) Local Government OCP and Zoning Referrals (standing item)

There were no referrals received prior to the meeting.

The meeting adjourned at 1:35 pm.

2018/19 Amended Budget

Presentation to Operations Committee

January 17, 2019



"Block" Revenue



	2018/19 Preliminary Budget			2018/19 Amended Budget			Change
	Enrolment	Per Pupil	Funding	Enrolment	Per Pupil	Funding	
School Age	3,000.0000	7,423	22,269,000	3,059.7500	7,423	22,712,524	443,524
Alternative	115.0000	7,423	853,645	122.0000	7,423	905,606	51,961
DL	60.0000	6,100	366,000	74.3125	6,100	453,306	87,306
Home School	2.0000	250	500	-	250	-	(500)
Course Challenges	-	228	-	-	228	-	-
Level 1 Spec Needs	6	38,800	232,800	8	38,800	310,400	77,600
Level 2 Spec Needs	187	19,400	3,627,800	213	19,400	4,132,200	504,400
Level 3 Spec Needs	190	9,800	1,862,000	219	9,800	2,146,200	284,200
English Language Learning	135	1,420	191,700	159	1,420	225,780	34,080
Aboriginal Ed	590	1,230	725,700	663	1,230	815,490	89,790
Adult Education	0	4,696	-	1.75	4,696	8,218	8,218
Salary Differential			514,692			553,093	38,401
Unique Features			5,401,495			5,401,495	-
Enrolment Decline	(18.06)	31.57	-	(99.13)	31.57	-	-
Transportation							-
Feb Recount			73,684			73,684	-
May Recount			77,879			77,879	-
Education Plan			63,139			63,139	-
Administrative Savings							-
Funding Protection							-
MOE Operating Grants			36,260,034			37,879,015	1,618,981



Other Operating Revenue

	2018/19 Preliminary Budget			2018/19 Amended Budget			Change
	Enrolment	Per Pupil	Funding	Enrolment	Per Pupil	Funding	
MOE Operating Grants			36,260,034			37,879,015	1,618,981
MOE-Pay Equity			510,381			510,381	-
MOE-Transportation Supp			380,465			380,465	-
Admin Savings Subsidy							-
MOE-Misc.			8,696			8,696	-
MOE-Grad Adult	1.75	4,696	8,218	1.125	4,696	5,283	(2,935)
MOE-ITA			35,000			35,000	-
Carbon Tax Rebate			20,000			20,000	-
Offshore Tuition			98,175			106,208	8,033
SD#93-CSF			575,000			583,000	8,000
Miscellaneous Revenue			202,876			202,876	-
Rentals and Leases			60,000			60,000	-
Investment Income			80,000			140,000	60,000
Total Operating Funding			38,238,845			39,930,923	1,692,078

Revenue

	2018/19 Preliminary Budget			2018/19 Amended Budget			Change
	Enrolment	Per Pupil	Funding	Enrolment	Per Pupil	Funding	
Special Purpose Grants Included in Operating Departments							
Strong Start			192,000			192,000	-
Ready Set Learn			22,050			22,050	-
Community LINK (Part)			249,000			249,000	-
Priority Interim Measures			-			-	-
Education Fund (Tch LIF)							-
Classroom Enhancement Fund			3,081,976			3,139,711	57,735
AFG - Staffing Costs			161,022			161,022	-
Special Purpose - Included			3,706,048			3,763,783	57,735
Special Purpose Grants NOT Included in Operating Departments							
French OLEP			5			5	-
Ready Set Learn							-
Comm LINK (Comm Schools)			244,656			247,707	3,051
Education Fund (EA LIF)			142,174			140,534	(1,640)
AFG - Balance (196,588)			38,548			38,548	-
SPF-Other (Uway-SSAP)			90,000			90,000	-
School Generated Funds			900,000			900,000	-
Scholarships			77,000			77,000	-
Special Purpose - NOT Included			1,492,383			1,493,794	1,411
Surplus			1,015,704			2,093,304	515,113
Capital Revenue Recognized			1,693,043			1,710,105	74,664
TOTAL FUNDING			46,146,023			48,991,909	2,659,910



Summary & Bylaw Total

	2018/19 Preliminary	2018/19 Amended	Change vs. Preliminary
Operating Fund Revenue	38,238,845	39,930,923	1,692,078
Surplus Utilization			-
Utilization of Restricted - District Depts	29,704	556,913	527,209
Utilization of Restricted - School Surplus	236,000	786,391	550,391
Utilization of PY Unrestricted Surplus	750,000	750,000	-
Special Purpose Fund Revenue (INCL)	3,706,048	3,763,783	57,735
Special Purpose Fund Revenue (OTHER)	1,492,383	1,493,794	1,411
Total Revenue	44,452,980	47,281,804	2,828,824
Expenditures & Allocations			
School Allocations	28,144,476	30,218,063	2,073,587
District Departments	14,816,121	15,267,787	451,666
Mid-Year Funding Distribution to Schools		302,161	302,161
Special Purpose Fund Spending	1,492,383	1,493,794	1,411
Total Expenditures & Allocations	44,452,980	47,281,805	2,828,825
Net Contribution To Surplus	0	(0)	(1)
Total Expenditures & Allocations (Above)	44,452,980	47,281,805	2,828,825
Capital Fund Expense (Amortization)	2,118,225	2,160,228	42,003
TOTAL BUDGET BYLAW	46,571,205	49,442,033	2,870,828



District Departments

Enrolment-Based	
Aboriginal Education - Targeted	91,000
English Language Learning/ESD	2,500
Mid-Year Adjustments/Discretionary	
Teacher Laptops	25,000
SOGI Support	10,000
Disaster Recovery Technology	10,000
Recruitment and Training of Specialists	20,000
Other	
Restricted Surplus Utilization (Net)	527,000
Utilities	-25,000
Reallocation of TLC To School Budgets	-150,000
Reallocation of Music FTE to Schools	-60,000
Total	450,500



School Allocations



	Preliminary	Amended	Change
Cedar Grove	1,944,364	1,979,376	35,012
Davis Bay	1,590,203	1,749,969	159,766
Gibsons	2,604,309	2,815,525	211,216
Halfmoon Bay	1,622,943	1,857,994	235,051
Kinnikinnick	2,154,371	2,258,522	104,151
Langdale	964,267	1,116,815	152,548
Madeira Park	810,842	843,719	32,877
Roberts Creek	1,778,182	2,055,358	277,177
West Sechelt	2,169,714	2,475,176	305,461
Pender Harbour	1,153,967	1,136,554	-17,413
Chatelech Sec.	3,893,155	4,133,210	240,056
Elphinstone Sec.	4,228,781	4,451,924	223,144
Spider DL/ CE	422,896	567,437	144,542
SCAS	2,476,794	2,776,483	299,689
Balancing School	329,690	0	-329,690
Total	28,144,476	30,218,063	2,073,587

Summary & Bylaw Total

	2018/19 Preliminary	2018/19 Amended	Change vs. Preliminary
Operating Fund Revenue	38,238,845	39,930,923	1,692,078
Surplus Utilization			-
Utilization of Restricted - District Depts	29,704	556,913	527,209
Utilization of Restricted - School Surplus	236,000	786,391	550,391
Utilization of PY Unrestricted Surplus	750,000	750,000	-
Special Purpose Fund Revenue (INCL)	3,706,048	3,763,783	57,735
Special Purpose Fund Revenue (OTHER)	1,492,383	1,493,794	1,411
Total Revenue	44,452,980	47,281,804	2,828,824
Expenditures & Allocations			
School Allocations	28,144,476	30,218,063	2,073,587
District Departments	14,816,121	15,267,787	451,666
Mid-Year Funding Distribution to Schools		302,161	302,161
Special Purpose Fund Spending	1,492,383	1,493,794	1,411
Total Expenditures & Allocations	44,452,980	47,281,805	2,828,825
Net Contribution To Surplus	0	(0)	(1)
Total Expenditures & Allocations (Above)	44,452,980	47,281,805	2,828,825
Capital Fund Expense (Amortization)	2,118,225	2,160,228	42,003
TOTAL BUDGET BYLAW	46,571,205	49,442,033	2,870,828

