



**THE BOARD OF EDUCATION
School District #33 (Chilliwack)
Regular Public Board Meeting
(Live Streamed and Recorded)**

AGENDA

May 10, 2022

5:30 pm

1. CALL TO ORDER – School District Office

- 1.1. Call to Order – **Welcome, Acknowledgment of Traditional Territory and Diversity Statement**
- 1.2. Adoption of the Agenda
(THAT the agenda be adopted as circulated.)
- 1.3. Approval of the Minutes
(THAT the minutes of the April 12, 2022 Regular Board Meeting be approved as circulated.)

2. PUBLIC PARTICIPATION – COMMENTS/QUESTIONS CONCERNING THE AGENDA

3. ACTION ITEMS

- 3.1. Policy Renovation Project (Business and Support Services Section 600)
 - 3.1.1. Policy 610 – Financial Planning and Reporting
 - 3.1.2. Policy 611 – Accumulated Surplus
 - 3.1.3. Policy 630 – Purchasing
- 3.2. 2022 – 2023 Annual Budget – 1st Reading
- 3.3. Letter Re: Administration of Epilepsy Medication

Meeting Break 10 Minutes

4. INFORMATION ITEMS

- 4.1. Board Self-Evaluation
- 4.2. Budget Advisory Committee Report
- 4.3. Quarterly Financial Report
- 4.4. BCSTA Report

- 4.5. Trustee Written Reports
- 4.6. Meeting Summaries
- 4.7. **Next Board of Education Meeting: June 14, 2022 at 5:30 p.m.**

5. PUBLIC PARTICIPATION – QUESTIONS CONCERNING THE AGENDA

6. ADJOURNMENT



**MINUTES OF THE REGULAR MEETING
The Board of Education
School District #33 (Chilliwack)**

Date of Meeting: Tuesday, April 12, 2022

Location: Zoom Webinar

Members Present:

Chair	Mr. J. Mumford
Vice-Chair	Ms. W. Reichelt
Trustee	Dr. C. Bondar
Trustee	Dr. D. Furgason
Trustee	Mrs. H. Maahs
Trustee	Mr. B. Neufeld
Trustee	Mr. D. Swankey

Staff Present:

Superintendent	Mr. R. Arul-pragasam
Secretary Treasurer	Mr. G. Slykhuis
Assistant Secretary Treasurer	Mr. M. Friesen
Assistant Superintendent	Mr. K. Savage
Assistant Superintendent	Ms. P. Jordan
Director of Instruction	Mr. D. Manuel
Executive Assistant	Ms. T. McNally
Audio-Video/Desktop Foreman	Mr. M. Bakker

1. CALL TO ORDER – Zoom Webinar

1.1. Call to Order

The Board Chair called the meeting to order at 5:32 p.m. – **Welcome, Acknowledgment of Traditional Territory**

1.2. Adoption of the Agenda

92.22 Moved by: Trustee Swankey
Seconded by: Trustee Bondar

THAT the agenda be adopted as circulated.

CARRIED

1.3. Approval of the Minutes

93.22 Moved by: Trustee Maahs
Seconded by: Trustee Bondar

THAT the minutes of the March 8, 2022 Regular Board Meeting be approved as circulated.

CARRIED

2. PRESENTATION

2.1. Public Budget Presentation

Secretary Treasurer Slykhuis and Assistant Secretary Treasurer Friesen provided an overview of the School District’s financial information and budget development process. The presentation included service and program priorities as the Board considers the 2022/2023 Budget.

3. PUBLIC PARTICIPATION – COMMENTS/QUESTIONS CONCERNING THE AGENDA

- No comments or questions concerning the agenda were received.

Meeting break called at 6:22 p.m.
Meeting called to order at 6:34 p.m.

4. ACTION ITEMS

4.1. Education Policy Advisory Committee Report / Policy Renovation Project

4.1.1. Policy 311 – Student Dress Guidelines

94.22 Moved by: Trustee Reichelt
Seconded by: Trustee Bondar

THAT the Board of Education reaffirm Policy 311 Student Dress Guidelines - (534 Student Dress Guidelines) as presented. This policy was presented to the Education Policy Advisory Committee in draft form at its February 28, 2022 meeting.

CARRIED

**For: Bondar, Mumford, Reichelt, Swankey
Opposed: Furgason, Maahs, Neufeld**

4.1.2. Policy 371 – French Immersion Program

95.22 Moved by: Trustee Swankey
Seconded by: Trustee Bondar

THAT the Board of Education reaffirm Policy 371 French Immersion Program - (628 French Immersion) as presented. This policy was presented to the Education Policy Advisory Committee in draft form at its March 14, 2022 meeting.

NO VOTE

96.22 Moved by: Trustee Maahs
Seconded by: Trustee Neufeld

THAT the last sentence be stricken from the policy.

DEFEATED

For: Furgason, Maahs, Neufeld

Opposed: Bondar, Mumford, Reichelt, Swankey

97.22 Moved by: Trustee Swankey
Seconded by: Trustee Bondar

THAT the Board of Education reaffirm Policy 371 French Immersion Program - (628 French Immersion) as presented. This policy was presented to the Education Policy Advisory Committee in draft form at its March 14, 2022 meeting.

CARRIED

For: Bondar, Mumford, Reichelt, Swankey

Opposed: Maahs, Neufeld

Abstained: Furgason

4.1.3. Policy 372 – Career Programs

98.22 Moved by: Trustee Swankey
Seconded by: Trustee Bondar

THAT the Board of Education reaffirm Policy 372 Career Programs - (629 Career Programs) as presented. This policy was presented to the Education Policy Advisory Committee in draft form at its March 14, 2022 meeting.

CARRIED

4.1.4. Policy 373 – Student Field Experiences

99.22 Moved by: Trustee Reichelt
Seconded by: Trustee Bondar

THAT the Board of Education reaffirm Policy 373 Student Field Experiences - (623 Student Field Experiences) as presented. This policy was presented to the Education Policy Advisory Committee in draft form at its March 14, 2022 meeting.

NO VOTE

100.22 Moved by: Trustee Maahs
Seconded by: Trustee Neufeld

THAT the Board of Education refer this policy back to the EPAC Committee for consideration.

DEFEATED

For: Maahs, Neufeld

Opposed: Bondar, Furgason, Mumford, Reichelt, Swankey

101.22 Moved by: Trustee Reichelt
Seconded by: Trustee Bondar

THAT the Board of Education reaffirm Policy 373 Student Field Experiences - (623 Student Field Experiences) as presented. This policy was presented to the Education Policy Advisory Committee in draft form at its March 14, 2022 meeting.

CARRIED

For: Bondar, Furgason, Mumford, Reichelt, Swankey
Opposed: Maahs
Abstained: Neufeld

4.2. Capital Plan Bylaw 2022-23

102.22 Moved by: Trustee Swankey
Seconded by: Trustee Reichelt

THAT the Board approve three readings of Capital Project Bylaw No. 2022/23-CPSD33-01 at the April 12, 2022 Regular Board Meeting.
(vote must be unanimous)

CARRIED

103.22 Moved by: Trustee Swankey
Seconded by: Trustee Bondar

THAT the Board approve first, second and third reading of Capital Project Bylaw No. 2022/23-CPSD33-01.

CARRIED

4.3. Schedule of Board Meetings 2022-2023

104.22 Moved by: Trustee Reichelt
Seconded by: Trustee Bondar

THAT the Board of Education approve the following option for the 2022 – 2023 school year Board of Education meetings and Learning Sessions

Board Meeting Schedule – 10 meetings
Board Learning Sessions – 10 sessions (includes 2-day Orientation/Workshop)

CARRIED

For: Bondar, Furgason, Mumford, Reichelt, Swankey
Opposed: Maahs, Neufeld

5. INFORMATION ITEMS

5.1. Budget Advisory Committee Report

The Board of Education received the Budget Advisory Committee report of April 7, 2022.

5.2. COVID-19 Update

Superintendent Rohan Arul-pragasam provided that there is no current update on COVID-19 as it relates to the Chilliwack School District.

5.3. BCSTA Report

Matters related to the British Columbia School Trustees' Association (BCSTA) were discussed.

5.4. Trustee Written Reports

No written reports submitted.

5.5. Meeting Summaries

March 8, 2022 In-Camera Meeting Summary

Trustees: Willow Reichelt, Jared Mumford, Carin Bondar, Darrell Furgason,
Heather Maahs, Barry Neufeld, David Swankey

Staff: Rohan Arul-pragasam, Gerry Slykhuis, Mark Friesen, Tamara Ilersich,
Talana McInally

1. HR Report
2. BCPSEA Report
3. PVP Assignments/Reassignments
4. Preliminary Budget Planning
5. PVP Appointments

April 5, 2022 Learning Session

Trustees: Jared Mumford, Willow Reichelt, Carin Bondar, Darrell Furgason,
Heather Maahs, Barry Neufeld, David Swankey

Staff: Rohan Arul-pragasam, Gerry Slykhuis, Mark Friesen, Kirk Savage, Paula
Jordan, David Manuel, Talana McInally

1. Preliminary Budget Assumptions

April 5, 2022 Special In-Camera #1 Meeting Summary

Trustees: Jared Mumford, Willow Reichelt, Carin Bondar, Darrell Furgason,
Heather Maahs, Barry Neufeld, David Swankey

Staff: Rohan Arul-pragasam, Gerry Slykhuis, Talana McInally

1. Board Appeal

April 5, 2022 Special In-Camera #2 Meeting Summary

Trustees: Jared Mumford, Willow Reichelt, Carin Bondar, Darrell Furgason,
Heather Maahs, Barry Neufeld, David Swankey

Staff: Rohan Arul-pragasam, Gerry Slykhuis, Talana McInally

1. Senior Staffing Update

4.1. Next Board of Education Meeting Date

**Tuesday, May 10, 2022
5:30 p.m.
School Board Office**

5. **PUBLIC PARTICIPATION – QUESTIONS CONCERNING AGENDA ITEMS**

- Inclusive language in policies
- Funding for curricular field trips
- Budget for legal costs
- Inclusive access to field trips
- School transition tours

6. **ADJOURNMENT**

The meeting was adjourned at 7:30 p.m.

Board Chair

Secretary-Treasurer

BOARD OF EDUCATION

DECISION REPORT

DATE: May 10, 2022

TO: Board of Education

FROM: Rohan Arul-pragasam, Superintendent
Gerry Slykhuis, Secretary Treasurer

RE: **POLICY 610: FINANCIAL PLANNING AND REPORTING**

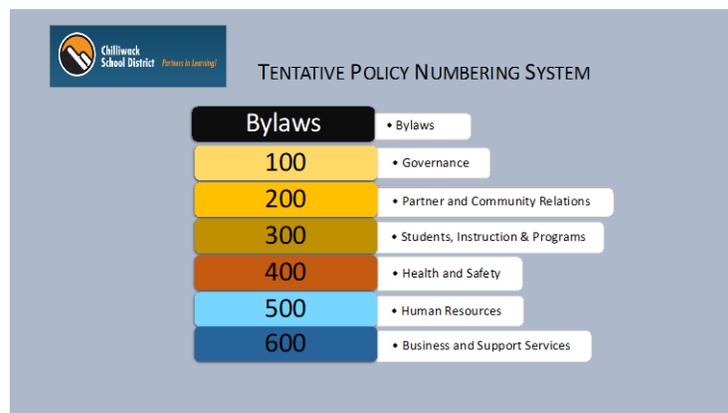
RECOMMENDATION:

THAT the Board of Education adopt Policy 610 – Financial Planning and Reporting and repeal [Policy 234 Budget Monitoring and Reporting](#) and [Board Regulation 234.1: Budget Monitoring and Reporting](#) as presented. This revision has benefitted from further Ministry of Education and Child Care guidance regarding the scope of the board’s Financial Planning and Reporting policy and to respond to that direction, elements previously provided in the board regulation have been embedded within the policy.

This draft policy was reviewed at the April 26th Board Learning Session.

BACKGROUND:

A further review of remaining policies outside the purview of the Education Policy Advisory Committee has begun, with the objective of compiling all policies that relate to business and support services within one section of our revised policy manual. This section, 600, was included in our initial discussions.



The policies to be included within this section are currently published in section 200, 700 and 800, and naming of this section as 600 Business and Support Services is recommended.

Partners in Learning!

POLICY 610 FINANCIAL PLANNING AND REPORTING

The Board recognizes its responsibility for the effective use of funds received from the Ministry of Education and Child Care and other sources. The Board of Education has a duty to govern the district in a fiscally responsible manner, while supporting the priorities and strategies of its Strategic Plan.

Governance over financial planning and reporting encompasses setting strategic objectives, and then providing resources to achieve those objectives. The Board of Education represents the community and should be open and transparent on the resource allocations along with seeking community input on those allocations. The Board cannot transfer its fiduciary responsibility to management, community, or partners, and must retain responsibility for the final approval and monitoring of the budget plan. Management is responsible to the Board for outlining performance measures to evaluate achievement of the objectives, identifying risks inherent in the budget plan, establishing internal controls over spending, and providing regular financial reporting.

The Board believes that establishing strategic objectives and associated operational plans will enhance student educational outcomes. The Board also believes that aligning funding and resources to those strategic objectives and engaging in multiyear financial planning is crucial for the effective and sustainable operation of the school district. The Board will develop a *Financial Plan* spanning three years.

Guiding Principles:

- The Board will establish a financial plan that allocates resources and reserves to the core operational needs of the district, and to support strategic and long-range plans of the district.
- In developing its *Financial Plan*, the Board will establish a consultation process to receive input from students, parents/guardians/caregivers, staff, First Nations and Métis Nation BC, community members and organizations on the strategic objectives and resource priorities.
- Throughout the fiscal year, management will provide regular reporting which will compare actual and forecasted expenditures to the budget plan.
- The Board will amend the budget plan as conditions change and will formally approve an annual budget plan by June 30 and amended budget plan by February 28.
- The Board will review the budget planning processes on an annual basis.

THE BOARD OF EDUCATION
OF SCHOOL DISTRICT NO. 33
(CHILLIWACK)
Policy Manual



Timelines and engagement opportunities for Financial Planning and Reporting Activities:

September	Regular Board Meeting	Audited Financial Statements, Financial Statement Discussion and Analysis
November	Budget Advisory Committee	1 st Quarter Financial Report, Financial Statement Discussion and Analysis, Budget Timeline and Process
November	Regular Board Meeting	1 st Quarter Financial Report, Budget Timeline and Process Approval
January	Budget Advisory Committee	Amended Annual Budget Review
January	Regular Board Meeting	Amended Budget 1 st Reading
February	Budget Advisory Committee	2 nd Quarter Financial Report, Budget Timelines, Public Budget Presentation/Consultation Planning
February	Regular Board Meeting	Amended Budget 2 nd & 3 rd Reading and Adoption, 2 nd Quarter Financial Report
April	Budget Advisory Committee	Preliminary Budget Assumptions, Overview of Public Budget Presentation/Consultation
April	Regular Board Meeting	Public Budget Presentation & Consultation
May	Budget Advisory Committee	3 rd Quarter Financial Report, Preliminary Budget Review, 3-Year Plan Review
May	Regular Board Meeting	Preliminary Budget 1 st Reading, 3 rd Quarter Financial Report, 3-Year Plan Review
June	Regular Board Meeting	Preliminary Budget 2 nd & 3 rd Reading and Adoption, 3 rd Quarter Financial Report, 3-Year Plan

POLICY 610 FINANCIAL PLANNING AND REPORTING

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The Board believes that establishing strategic objectives and associated operational plans will enhance student educational outcomes. The Board also believes that aligning funding and resources to those strategic objectives and engaging in multiyear financial planning is crucial for the effective and sustainable operation of the school district. The Board will develop a *Financial Plan* spanning three years.

Guiding Principles:

- The Board will establish a financial plan that allocates resources and reserves to the core operational needs of the district, and to support strategic and long-range plans of the district.
- In developing its *Financial Plan*, the Board will establish a consultation process to receive input from students, parents/guardians/caregivers, staff, First Nations and Métis Nation BC, community members and organizations ~~staff, First Nations and Métis Nation BC, partner groups, and the community~~ on the strategic objectives and resource priorities.
- Throughout the fiscal year, management will provide regular reporting which will compare actual and forecasted expenditures to the budget plan.
- The Board will amend the budget plan as conditions change and will formally approve an annual budget plan by June 30 and amended budget plan by February 28.
- The Board will review the budget planning processes on an annual basis.

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BOARD OF EDUCATION

DECISION REPORT

DATE: May 10, 2022

TO: Board of Education

FROM: Rohan Arul-pragasam, Superintendent
Gerry Slykhuis, Secretary Treasurer

RE: **POLICY 611: ACCUMULATED SURPLUS**

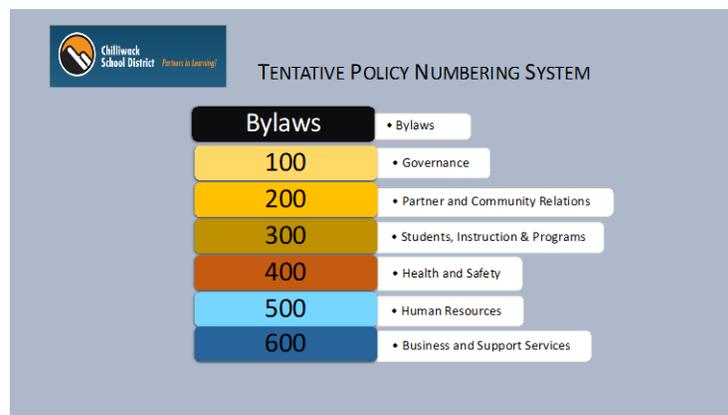
RECOMMENDATION:

THAT the Board of Education adopt Policy 611 – Accumulated Surplus and repeal [Policy 235 Accumulated Operating Surplus](#) & [Board Regulation 235.1: Accumulated Operating Surplus](#) as presented. This revision has benefitted from further Ministry of Education and Child Care guidance regarding the scope of the board's Accumulated Surplus policy and to respond to that direction, elements previously provided in the board regulation have been embedded within the policy.

This draft policy was reviewed at the April 26th Board Learning Session.

BACKGROUND:

A further review of remaining policies outside the purview of the Education Policy Advisory Committee has begun, with the objective of compiling all policies that relate to business and support services within one section of our revised policy manual. This section, 600, was included in our initial discussions.



The policies to be included within this section are currently published in section 200, 700 and 800, and naming of this section as 600 Business and Support Services is recommended.

Partners in Learning!

POLICY 611 ACCUMULATED OPERATING SURPLUS

The Board of Education is responsible for ensuring the district is protected financially from forecasting risk and unforeseen circumstances that could negatively impact resources available for the education of students. The Board is required by legislation to prepare a balanced annual budget. As stipulated within the *School Act*, boards of education are not permitted to incur a deficit of any kind and therefore must plan appropriately. Estimated spending in the annual budget must not exceed estimated revenue plus any allocation of accumulated operating surplus.

An accumulated surplus represents the extent to which revenue from all previous years exceeds expenditures from all previous years. The use of an operating surplus enables the Board to mitigate financial risk and support programs and services for students. Surplus balances provide flexibility to absorb future year one-time costs, unforeseen expenditures or reduced revenue due to declining enrolment. To support long-term financial planning the Board can restrict operating surplus for use in future years.

This policy, in conjunction with Policy 610 – Financial Planning and Reporting, ensures accountable and transparent financial planning; establishes procedures that guide the accumulation, spending and reporting of operating surplus funds; and outlines how the Board will engage with students, parents/guardians/caregivers, staff, First Nations and Métis Nation BC, community members and organizations. This policy aligns with and ensures compliance with the Ministry of Education and Child Care’s [Accumulated Operating Surplus Policy](#) and [Financial Planning and Reporting Policy](#).

To increase transparency, surplus allocations will be specifically identified and approved as part of the budget approval process. Surplus allocations not contained in the budget will require a Board motion in a public meeting, save for motions that are appropriately made in a closed Board meeting such as matters related to land, legal or personnel matters.

The reporting of surpluses and inter-fund transfers are publicly provided through both the financial statement and budget reporting processes. The district budget reporting processes will outline the initial plan for surpluses and transfers and the financial statements will report on the actual surpluses and transfers in any given budget year.

Consultation and Engagement

Prior to approval of the Annual Budget, the Board of Education will consult and engage with education partners and local First Nations and Métis Nation BC on proposed uses of the accumulated operating surplus. This engagement will be consistent with the consultation processes outlined in Policy 610 – Financial Planning and Reporting. Information regarding these processes will be provided on the district website.

Specifically, the Board will consult and engage local communities, education partner groups, local First Nations and Métis Nation BC about:

- opportunities to provide input, feedback and ask questions regarding the Board's annual budget and Board's operating surplus accumulation, reporting and planned use;
- how the feedback will be used; and
- any specific opportunities to provide feedback.

Categories of Operating Surplus

The Board uses the following categories to manage operating surplus.

Internally Restricted Operating Surplus

The Board can make restrictions for items that are identified by the Board and have defined timelines. The three streams of internally restricted operating surplus are:

- restricted due to the nature of constraints on the funds;
- restricted for anticipated unusual expenses identified by the Board; and
- restricted for operations spanning multiple school years.

Chilliwack School District's accumulated operating surplus will serve as a contingency reserve for the risks associated with unexpected increases in expenses and/or decreases in revenues related to major emergent operating issues, one-time costs and intermittent projects. The Board will attempt to maintain a contingency reserve of 3.5 percent of annual operating expenses.

Restricted for Future Capital Cost-Sharing

To support major capital projects that are identified in the Boards' five-year Capital Plan and approved by the Ministry for concept plan or business case development, the Board may restrict operating surplus to satisfy capital project cost-share expectations.

Local Capital

Local Capital will include the Board's portion of any proceeds from the disposition of capital assets, transfers from operating funds and interest earned on Local Capital funds restricted for the purchase of tangible capital assets. Capital projects that are not supported by the government through the Ministry of Education and Child Care's Capital Plan funding need to be funded through school district funds.

Special Purpose Funds

The Board of Education may maintain a surplus within a Special Purpose Fund where it is beneficial to do so in achieving the intent of that fund.

POLICY 611 ACCUMULATED OPERATING SURPLUS

The Board of Education is responsible for ensuring the district is protected financially from forecasting risk and unforeseen circumstances that could negatively impact resources available for the education of students. The Board is required by legislation to prepare a balanced annual budget. As stipulated within the *School Act*, boards of education are not permitted to incur a deficit of any kind and therefore must plan appropriately. Estimated spending in the annual budget must not exceed estimated revenue plus any allocation of accumulated operating surplus.

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This policy, in conjunction with Policy 610 – Financial Planning and Reporting, ensures accountable and transparent financial planning; establishes procedures that guide the accumulation, spending and reporting of operating surplus funds; and outlines how the Board will engage with [students, parents/guardians/caregivers, staff, First Nations and Métis Nation BC, community members and organizations.](#) ~~local community and education partner groups, including local First Nations and Métis Nation BC.~~ This policy aligns with and ensures compliance with the Ministry of Education and Child Care's [Accumulated Operating Surplus Policy](#) and [Financial Planning and Reporting Policy](#).

To increase transparency, surplus ~~appropriations-allocations~~ will be specifically identified and approved as part of the budget approval process. Surplus ~~appropriations-allocations~~ not contained in the budget will require a Board motion in a public meeting, save for motions that are appropriately made in a closed Board meeting such as matters related to land, legal or personnel matters.

The reporting of surpluses and inter-fund transfers are publicly provided through both the financial statement and budget reporting processes. The district budget reporting processes will outline the initial plan for surpluses and transfers and the financial statements will report on the actual surpluses and transfers in any given budget year.

Consultation and Engagement

THE BOARD OF EDUCATION OF SCHOOL DISTRICT NO. 33 (CHILLIWACK) Policy Manual



Prior to approval of the Annual Budget, the Board of Education will consult and engage with education partners and local First Nations and Métis Nation BC on proposed uses of the accumulated operating surplus. This engagement will be consistent with the consultation processes outlined ~~within the Board's financial planning and reporting policy~~ in Policy 610 – Financial Planning and Reporting. Information regarding these processes will be provided on the district website.

Specifically, the Board will consult and engage local communities, education partner groups, local First Nations and Métis Nation BC about:

- opportunities to provide input, feedback and ask questions regarding the Board's annual budget and Board's operating surplus accumulation, reporting and planned use;
- how the feedback will be used; and
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THE BOARD OF EDUCATION
OF SCHOOL DISTRICT NO. 33
(CHILLIWACK)
Policy Manual



Special Purpose Funds

The Board of Education ~~will~~may maintain a surplus within a Special Purpose Fund where it is beneficial to do so in achieving the intent of that fund.

BOARD OF EDUCATION

DECISION REPORT

DATE: May 10, 2022
TO: Board of Education
FROM: Rohan Arul-pragasam, Superintendent
Gerry Slykhuis, Secretary Treasurer
RE: **POLICY 630: PURCHASING**

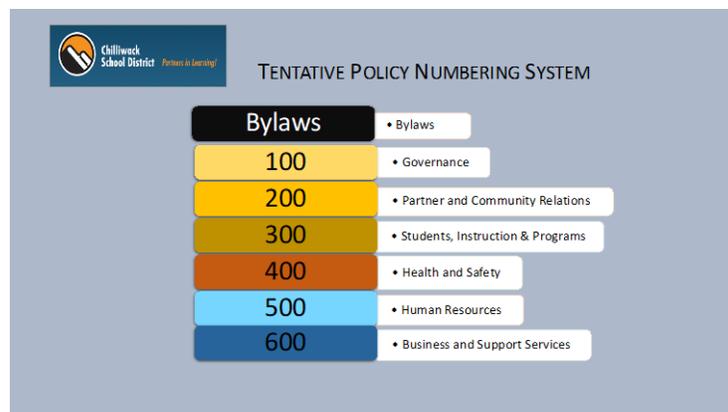
RECOMMENDATION:

THAT the Board of Education reaffirm Policy 630 – Purchasing ([Policy 709 – Purchasing](#)) as presented.

This draft policy was reviewed at the April 26th Board Learning Session.

BACKGROUND:

A further review of remaining policies outside the purview of the Education Policy Advisory Committee has begun, with the objective of compiling all policies that relate to business and support services within one section of our revised policy manual. This section, 600, was included in our initial discussions.



The policies to be included within this section are currently published in section 200, 700 and 800, and naming of this section as 600 Business and Support Services is recommended.

POLICY 630 PURCHASING

The Board of Education requires that all services, supplies and equipment purchased with funds held in district accounts, are acquired with fairness and transparency in accordance with competitive public sector purchasing practices.

Further the Board expects that ethical business practices are in place for managing all purchases.

It is expected that goods, services, and equipment purchased will maximize benefit for the district.

The Secretary Treasurer is responsible for monitoring all purchasing practices.

POLICY 630 PURCHASING

The Board of Education requires that all:

~~1. All~~ services, supplies and equipment purchased ~~for the school district, using~~with funds held in district accounts, are acquired ~~on the open market~~ with fairness and ~~honesty transparency and~~ in accordance with competitive public sector purchasing practices.

~~2. Further the Board expects that Appropriate~~ ethical business practices are in place for managing all purchases.

~~It is expected that~~ ~~3. g~~ Goods, services, and equipment purchased will maximize ~~value~~ benefit for the district.

The Secretary Treasurer is responsible for monitoring all purchasing practices, ~~to ensure compliance with regulations.~~

BOARD OF EDUCATION

DECISION REPORT

DATE: May 10, 2022
TO: Board of Education
FROM: Gerry Slykhuis, Secretary Treasurer
RE: **2022-23 ANNUAL BUDGET – 1ST READING**

RECOMMENDATION:

THAT the Board of Education approve the first reading of 2022-2023 Annual Budget Bylaw at the May 10, 2022 Regular Board Meeting in the amount of \$184,565,102.

BACKGROUND:

Included in this package is the Ministry of Education and Childcare Budget Template document – this is the main budget document and bylaw for 1st reading. Also included is the 3-Year Budget Projections.

Amended

Current Year



Sept 30
Student
Count



Oct-Jan

Budgets are reviewed & amended to reflect the Sep 30th student count, current staffing, and any events that impact the budget



Jan - Feb

Amended Budget discussed with Budget Advisory Committee, and to the Board of Education for 3 readings



Amended Budget and Bylaw due to MoEd by **Feb 28**



Oct

Nov

Dec

Jan

Feb

Mar

Apr

May

June

Jul

We are here



Nov - Feb

Preliminary budget planning begins for the next school year including input from staff and the Board



Mar - Apr

Budget Assumptions to Budget Advisory Committee, the Board, staff and public for review and input on significant budget contractions and/or expansions



May - Jun

To Board of Education for 3 readings



Preliminary Budget due to MoEd by **Jun 30**



Preliminary

Next Year

2022 / 2023 PRELIMINARY BUDGET PROCESS



Annual Budget

School District No. 33 (Chilliwack)

June 30, 2023

School District No. 33 (Chilliwack)

June 30, 2023

Table of Contents

Bylaw	1
Annual Budget - Revenue and Expense - Statement 2	2
Annual Budget - Changes in Net Financial Assets (Debt) - Statement 4	4
Annual Budget - Operating Revenue and Expense - Schedule 2	5
Schedule 2A - Annual Budget - Schedule of Operating Revenue by Source	6
Schedule 2B - Annual Budget - Schedule of Operating Expense by Object	7
Schedule 2C - Annual Budget - Operating Expense by Function, Program and Object	8
Annual Budget - Special Purpose Revenue and Expense - Schedule 3	10
Schedule 3A - Annual Budget - Changes in Special Purpose Funds	11
Annual Budget - Capital Revenue and Expense - Schedule 4	13

*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. 33 (CHILLIWACK) (called the "Board") to adopt the Annual Budget of the Board for the fiscal year 2022/2023 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. The Board has complied with the provisions of the *Act*, Ministerial Orders, and Ministry of Education Policies respecting the Annual Budget adopted by this bylaw.
2. This bylaw may be cited as School District No. 33 (Chilliwack) Annual Budget Bylaw for fiscal year 2022/2023.
3. The attached Statement 2 showing the estimated revenue and expense for the 2022/2023 fiscal year and the total budget bylaw amount of \$184,565,102 for the 2022/2023 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 2022/2023.

READ A FIRST TIME THE _____ DAY OF _____, 2022;

READ A SECOND TIME THE _____ DAY OF _____, 2022;

READ A THIRD TIME, PASSED AND ADOPTED THE _____ DAY OF _____, 2022;

Chairperson of the Board

(Corporate Seal)

Secretary Treasurer

I HEREBY CERTIFY this to be a true original of School District No. 33 (Chilliwack) Annual Budget Bylaw 2022/2023, adopted by the Board the _____ DAY OF _____, 2022.

Secretary Treasurer

School District No. 33 (Chilliwack)

Statement 2

Annual Budget - Revenue and Expense
Year Ended June 30, 2023

	2023 Annual Budget	2022 Amended Annual Budget
Ministry Operating Grant Funded FTE's		
School-Age	14,830,600	14,480,600
Adult	49,000	49,000
Other	74,125	74,125
Total Ministry Operating Grant Funded FTE's	14,953,725	14,603,725
Revenues	\$	\$
Provincial Grants		
Ministry of Education	165,225,559	162,680,990
Other	247,404	150,000
Federal Grants	2,985,000	
Tuition	1,646,625	1,590,079
Other Revenue	2,931,123	6,020,840
Rentals and Leases	217,260	213,000
Investment Income	298,500	232,500
Amortization of Deferred Capital Revenue	8,841,080	7,031,930
Total Revenue	182,392,551	177,919,339
Expenses		
Instruction	147,484,190	146,877,986
District Administration	5,602,153	5,322,726
Operations and Maintenance	26,237,098	23,771,784
Transportation and Housing	4,687,387	4,563,030
Total Expense	184,010,828	180,535,526
Net Revenue (Expense)	(1,618,277)	(2,616,187)
Budgeted Allocation (Retirement) of Surplus (Deficit)	800,000	1,876,235
Budgeted Surplus (Deficit), for the year	(818,277)	(739,952)
Budgeted Surplus (Deficit), for the year comprised of:		
Operating Fund Surplus (Deficit)		
Special Purpose Fund Surplus (Deficit)		
Capital Fund Surplus (Deficit)	(818,277)	(739,952)
Budgeted Surplus (Deficit), for the year	(818,277)	(739,952)

Fund Accounting



Operating Funds

Instruction
School & District
Administration
Operations & Maintenance
Transportation



Capital Funds

For the purpose of
acquiring land, buildings,
and major equipment.



Special Purpose Funds

Funds provided by a third party
for the sole purpose to carry out
a function or activity, e.g. school
generated funds, scholarships,
ministry-designated activities.



School District No. 33 (Chilliwack)

Annual Budget - Revenue and Expense

Year Ended June 30, 2023

	2023 Annual Budget	2022 Amended Annual Budget
Budget Bylaw Amount		
Operating - Total Expense	156,334,319	153,886,935
Special Purpose Funds - Total Expense	15,780,392	16,685,101
Capital Fund - Total Expense	11,896,117	9,963,490
Capital Fund - Tangible Capital Assets Purchased from Local Capital	554,274	477,274
Total Budget Bylaw Amount	184,565,102	181,012,800

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

DRAFT

School District No. 33 (Chilliwack)

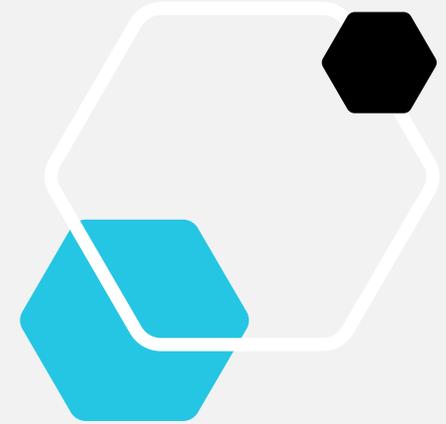
Annual Budget - Changes in Net Financial Assets (Debt)
Year Ended June 30, 2023

	2023 Annual Budget	2022 Amended Annual Budget
	\$	\$
Surplus (Deficit) for the year	<u>(1,618,277)</u>	<u>(2,616,187)</u>
Effect of change in Tangible Capital Assets		
Acquisition of Tangible Capital Assets		
From Local Capital	(554,274)	(477,274)
From Deferred Capital Revenue		(30,742,006)
Total Acquisition of Tangible Capital Assets	<u>(554,274)</u>	<u>(31,219,280)</u>
Amortization of Tangible Capital Assets	<u>10,011,357</u>	<u>8,175,882</u>
Total Effect of change in Tangible Capital Assets	<u>9,457,083</u>	<u>(23,043,398)</u>
	<u>-</u>	<u>-</u>
(Increase) Decrease in Net Financial Assets (Debt)	<u><u>7,838,806</u></u>	<u><u>(25,659,585)</u></u>

School District No. 33 (Chilliwack)

Annual Budget - Operating Revenue and Expense
Year Ended June 30, 2023

	2023 Annual Budget	2022 Amended Annual Budget
	\$	\$
Revenues		
Provincial Grants		
Ministry of Education	150,616,311	147,215,766
Other	200,000	150,000
Tuition	1,646,625	1,590,079
Other Revenue	2,931,123	3,030,855
Rentals and Leases	217,260	213,000
Investment Income	275,000	215,000
Total Revenue	<u>155,886,319</u>	<u>152,414,700</u>
Expenses		
Instruction	132,160,329	130,649,316
District Administration	5,145,622	4,866,295
Operations and Maintenance	15,079,693	14,369,802
Transportation and Housing	3,948,675	4,001,522
Total Expense	<u>156,334,319</u>	<u>153,886,935</u>
Net Revenue (Expense)	<u>(448,000)</u>	<u>(1,472,235)</u>
Budgeted Prior Year Surplus Appropriation	<u>800,000</u>	<u>1,876,235</u>
Net Transfers (to) from other funds		
Local Capital	(352,000)	(404,000)
Total Net Transfers	<u>(352,000)</u>	<u>(404,000)</u>
Budgeted Surplus (Deficit), for the year	<u>-</u>	<u>-</u>

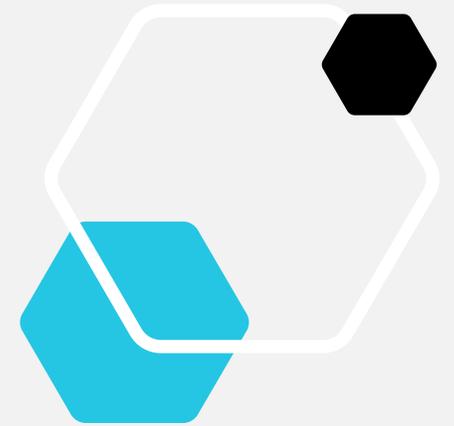


Operating Budget Comparisons

21/22 Amended vs. 22/23 Preliminary

	Revenues	Expenses	Capital	Surplus (Deficit)
Amended 21/22 Budget	\$ 152,414,700	\$ (153,886,935)	\$ (404,000)	\$ (1,876,235)
Changes				
Enrolment	3,410,545	(1,253,106)		2,157,439
Other MoEd Funding	(10,000)			(10,000)
Other Revenues	14,528			14,528
Wage/Collective Agree. Increases		(282,447)		(282,447)
Staffing Changes		(919,616)		(919,616)
One Time Items		(140,000)		(140,000)
International Program	56,546	(103,600)		(47,054)
Benefits		(298,654)		(298,654)
Indigenous Ed.		316,210		316,210
Substitutes		(248,955)		(248,955)
School Budgets		276,349		276,349
Other Expenses		(315,618)		(315,618)
Holdback Funding	-	522,053		522,053
Preliminary 22/23 Budget	\$ 155,886,319	\$ (156,334,319)	\$ (554,274)	\$ (1,002,274)
Indigenous Program Surplus Carry Forward				300,000
School Surpluses				500,000
				\$ -

	Priorities	Savings	Preliminary Budget
Capital Expenditures:			
Vehicles Deferred from 20/21 & 21/22:			
Transit Van-Electrical	61,000		61,000
Transit Van-Grounds	68,000		68,000
Transit Van-Carpentry	73,274		73,274
1.5 Ton Truck with Blade	104,000	(104,000)	0
Bobcat	86,000		86,000
Scissor Lift Trailer	15,000		15,000
Truck-Maintenance	55,000		55,000
Auto Scrubbers x 3	65,000		65,000
Thumb Attachment for Backhoe	9,000		9,000
Sander	7,000		7,000
Bus Hoist	115,000		115,000
Sub-Total	658,274	(104,000)	554,274
Tfr from Local Capital for Deferred Vehic	(202,274)		(202,274)
	\$ 456,000	\$ (104,000)	\$ 352,000



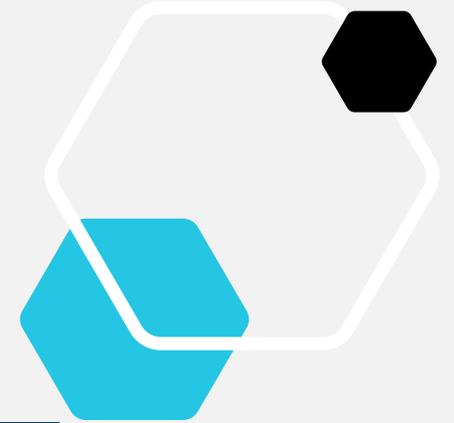
Capital Expenditures

Preliminary Budget



Reserve Summary

2022/23 Preliminary Annual Budget



	Ending Balance Jun.30/19	Ending Balance Jun.30/20	Ending Balance Jun. 30/21	Budgeted Balance Jun. 30/22	Budgeted Balance Jun. 30/23
Unrestricted Surplus	2,208,342	1,969,168	1,729,699	1,656,425	1,656,425
Restricted Local Capital	1,293,334	2,293,334	5,028,301	2,028,301	0
	3,501,676	4,262,502	6,758,000	3,684,726	1,656,425

Outstanding Major Capital Commitments:

Southside School Project	4,528,301	1,728,301	0
Vedder Elementary Addition Project	500,000	300,000	0
	5,028,301	2,028,301	0



School District No. 33 (Chilliwack)

Schedule 2A

Annual Budget - Schedule of Operating Revenue by Source
Year Ended June 30, 2023

	2023 Annual Budget	2022 Amended Annual Budget
	\$	\$
Provincial Grants - Ministry of Education		
Operating Grant, Ministry of Education	151,553,330	148,142,785
ISC/LEA Recovery	(2,356,455)	(2,356,455)
Other Ministry of Education Grants		
Pay Equity	864,624	864,624
Funding for Graduated Adults	5,000	15,000
Student Transportation Fund	329,456	329,456
Support Staff Benefits Grant	213,356	213,356
FSA Scorer Grant	7,000	7,000
Total Provincial Grants - Ministry of Education	150,616,311	147,215,766
Provincial Grants - Other	200,000	150,000
Tuition		
International and Out of Province Students	1,646,625	1,590,079
Total Tuition	1,646,625	1,590,079
Other Revenues		
Funding from First Nations	2,356,455	2,356,455
Miscellaneous		
Bus Fees	424,300	465,000
Energy Program	30,000	30,000
Other Miscellaneous	120,368	179,400
Total Other Revenue	2,931,123	3,030,855
Rentals and Leases	217,260	213,000
Investment Income	275,000	215,000
Total Operating Revenue	155,886,319	152,414,700

School District No. 33 (Chilliwack)

Schedule 2B

Annual Budget - Schedule of Operating Expense by Object
Year Ended June 30, 2023

	2023 Annual Budget	2022 Amended Annual Budget
	\$	\$
Salaries		
Teachers	65,946,888	65,371,822
Principals and Vice Principals	9,279,996	8,837,422
Educational Assistants	13,635,708	13,740,714
Support Staff	14,246,462	13,781,498
Other Professionals	3,649,131	3,492,153
Substitutes	5,988,130	5,770,605
Total Salaries	112,746,315	110,994,214
Employee Benefits	27,233,771	26,577,624
Total Salaries and Benefits	139,980,086	137,571,838
Services and Supplies		
Services	4,082,524	4,096,221
Student Transportation	25,000	34,000
Professional Development and Travel	1,044,238	1,038,894
Rentals and Leases	25,000	25,000
Dues and Fees	343,046	219,625
Insurance	276,100	310,981
Supplies	8,066,325	8,374,876
Utilities	2,492,000	2,215,500
Total Services and Supplies	16,354,233	16,315,097
Total Operating Expense	156,334,319	153,886,935

School District No. 33 (Chilliwack)

Annual Budget - Operating Expense by Function, Program and Object
Year Ended June 30, 2023

	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	53,125,570	863,670	4,500	719,396	-	4,183,218	58,896,354
1.03 Career Programs	83,895	-	-	576,462	57,195	3,157	720,709
1.07 Library Services	1,476,829	79,748	-	23,504	-	96,739	1,676,820
1.08 Counselling	2,210,050	-	-	-	-	19,899	2,229,949
1.10 Special Education	6,913,748	1,043,634	12,469,717	252,915	-	785,849	21,465,863
1.30 English Language Learning	964,598	132,913	-	-	-	7,438	1,104,949
1.31 Indigenous Education	946,587	132,913	1,161,491	10,030	95,325	196,208	2,542,554
1.41 School Administration	-	6,694,835	-	2,585,129	526,866	113,205	9,920,035
1.60 Summer School	125,843	-	-	-	-	-	125,843
1.61 Continuing Education	-	-	-	-	-	-	-
1.62 International and Out of Province Students	99,768	132,913	-	23,069	38,130	-	293,880
1.64 Other	-	-	-	72,501	-	-	72,501
Total Function 1	65,946,888	9,080,626	13,635,708	4,263,006	717,516	5,405,713	99,049,457
4 District Administration							
4.11 Educational Administration	-	-	-	-	740,904	-	740,904
4.40 School District Governance	-	-	-	-	155,953	-	155,953
4.41 Business Administration	-	199,370	-	598,368	1,472,916	9,034	2,279,688
Total Function 4	-	199,370	-	598,368	2,369,773	9,034	3,176,545
5 Operations and Maintenance							
5.41 Operations and Maintenance Administration	-	-	-	82,358	453,552	-	535,910
5.50 Maintenance Operations	-	-	-	6,511,804	-	372,734	6,884,538
5.52 Maintenance of Grounds	-	-	-	729,779	-	-	729,779
5.56 Utilities	-	-	-	-	-	-	-
Total Function 5	-	-	-	7,323,941	453,552	372,734	8,150,227
7 Transportation and Housing							
7.41 Transportation and Housing Administration	-	-	-	182,728	108,290	-	291,018
7.70 Student Transportation	-	-	-	1,878,419	-	200,649	2,079,068
Total Function 7	-	-	-	2,061,147	108,290	200,649	2,370,086
9 Debt Services							
Total Function 9	-	-	-	-	-	-	-
Total Functions 1 - 9	65,946,888	9,279,996	13,635,708	14,246,462	3,649,131	5,988,130	112,746,315

School District No. 33 (Chilliwack)

Annual Budget - Operating Expense by Function, Program and Object
 Year Ended June 30, 2023

	Total Salaries	Employee Benefits	Total Salaries and Benefits	Services and Supplies	2023 Annual Budget	2022 Amended Annual Budget
	\$	\$	\$	\$	\$	\$
1 Instruction						
1.02 Regular Instruction	58,896,354	14,125,588	73,021,942	6,359,618	79,381,560	78,507,306
1.03 Career Programs	720,709	186,753	907,462	471,797	1,379,259	1,261,013
1.07 Library Services	1,676,820	404,980	2,081,800	136,965	2,218,765	2,100,553
1.08 Counselling	2,229,949	543,836	2,773,785		2,773,785	2,651,249
1.10 Special Education	21,465,863	5,578,703	27,044,566	541,199	27,585,765	27,625,572
1.30 English Language Learning	1,104,949	264,651	1,369,600	22,827	1,392,427	1,385,368
1.31 Indigenous Education	2,542,554	636,836	3,179,390	956,449	4,135,839	4,455,288
1.41 School Administration	9,920,035	2,195,069	12,115,104	147,110	12,262,214	11,727,106
1.60 Summer School	125,843	30,809	156,652	7,000	163,652	156,773
1.61 Continuing Education	-	-	-	3,000	3,000	10,250
1.62 International and Out of Province Students	293,880	66,175	360,055	368,000	728,055	633,932
1.64 Other	72,501	24,707	97,208	38,800	136,008	134,906
Total Function 1	99,049,457	24,058,107	123,107,564	9,052,765	132,160,329	130,649,316
4 District Administration						
4.11 Educational Administration	740,904	149,344	890,248	161,060	1,051,308	1,001,214
4.40 School District Governance	155,953	8,592	164,545	255,064	419,609	336,190
4.41 Business Administration	2,279,688	487,221	2,766,909	907,796	3,674,705	3,528,891
Total Function 4	3,176,545	645,157	3,821,702	1,323,920	5,145,622	4,866,295
5 Operations and Maintenance						
5.41 Operations and Maintenance Administration	535,910	113,969	649,879	221,120	870,999	868,900
5.50 Maintenance Operations	6,884,538	1,634,891	8,519,429	1,900,100	10,419,529	9,998,350
5.52 Maintenance of Grounds	729,779	199,886	929,665	367,500	1,297,165	1,287,052
5.56 Utilities	-	-	-	2,492,000	2,492,000	2,215,500
Total Function 5	8,150,227	1,948,746	10,098,973	4,980,720	15,079,693	14,369,802
7 Transportation and Housing						
7.41 Transportation and Housing Administration	291,018	60,651	351,669	109,860	461,529	456,647
7.70 Student Transportation	2,079,068	521,110	2,600,178	886,968	3,487,146	3,544,875
Total Function 7	2,370,086	581,761	2,951,847	996,828	3,948,675	4,001,522
9 Debt Services						
Total Function 9	-	-	-	-	-	-
Total Functions 1 - 9	112,746,315	27,233,771	139,980,086	16,354,233	156,334,319	153,886,935

School District No. 33 (Chilliwack)

Annual Budget - Special Purpose Revenue and Expense
Year Ended June 30, 2023

	2023	2022 Amended
	Annual Budget	Annual Budget
	\$	\$
Revenues		
Provincial Grants		
Ministry of Education	12,724,488	13,677,616
Other	47,404	
Federal Grants	2,985,000	
Other Revenue		2,989,985
Investment Income	23,500	17,500
Total Revenue	15,780,392	16,685,101
Expenses		
Instruction	15,323,861	16,228,670
District Administration	456,531	456,431
Total Expense	15,780,392	16,685,101
Budgeted Surplus (Deficit), for the year	-	-

Special Purpose Funds

Summary of Changes

Special Purpose Funds Summary of Changes to Funding			
Fund	2021-22 Amended	Change	2022-23 Preliminary
Annual Facilities Grant	\$456,531	\$0	\$456,531
Learning Improvement Fund	501,688	16,339	518,027
School Trust & Scholarship Funds	3,002,500	6,000	3,008,500
Early Learning Funds	312,200	-39,200	273,000
French Language (OLEP)	145,607	22,358	167,965
Community Link	728,611	0	728,611
Classroom Enhancement Funds	10,567,589	-37,035	10,530,554
Mental Health Initiatives	120,482	-120,482	0
Restart Fund - Health & Safety	348,673	-348,673	0
FN Student Transportation	219,700	-219,700	0
Other	53,591	-53,591	0
	\$16,457,172	(\$773,984)	\$15,683,188

School District No. 33 (Chilliwack)

Annual Budget - Changes in Special Purpose Funds
Year Ended June 30, 2023

	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			284,059	981,139					
Add: Restricted Grants									
Provincial Grants - Ministry of Education	456,531	518,027			224,000	49,000	167,965	728,611	390,638
Other			85,000	2,900,000					
Investment Income			3,500	20,000					
	456,531	518,027	88,500	2,920,000	224,000	49,000	167,965	728,611	390,638
Less: Allocated to Revenue	456,531	518,027	88,500	2,920,000	224,000	49,000	167,965	728,611	390,638
Deferred Revenue, end of year	-	-	284,059	981,139	-	-	-	-	-
Revenues									
Provincial Grants - Ministry of Education	456,531	518,027			224,000	49,000	167,965	728,611	390,638
Provincial Grants - Other									
Federal Grants			85,000	2,900,000					
Investment Income			3,500	20,000					
	456,531	518,027	88,500	2,920,000	224,000	49,000	167,965	728,611	390,638
Expenses									
Salaries									
Teachers							50,337		
Principals and Vice Principals									93,039
Educational Assistants		403,903						533,520	
Support Staff					171,366				77,265
Other Professionals									10,636
Substitutes							2,517		148,039
	-	403,903	-	-	171,366	-	52,854	533,520	328,979
Employee Benefits		114,124					12,324	142,354	39,315
Services and Supplies	456,531		88,500	2,920,000	52,634	49,000	102,787	52,737	22,344
	456,531	518,027	88,500	2,920,000	224,000	49,000	167,965	728,611	390,638
Net Revenue (Expense)	-	-	-	-	-	-	-	-	-

School District No. 33 (Chilliwack)

Annual Budget - Changes in Special Purpose Funds

Year Ended June 30, 2023

	Classroom Enhancement Fund - Staffing	Seamless Day Kindergarten	After School Sports Initiative	TOTAL
	\$	\$	\$	\$
Deferred Revenue, beginning of year		49,800	47,404	1,362,402
Add: Restricted Grants				
Provincial Grants - Ministry of Education	10,139,916			12,674,688
Other				2,985,000
Investment Income				23,500
	10,139,916	-	-	15,683,188
Less: Allocated to Revenue	10,139,916	49,800	47,404	15,780,392
Deferred Revenue, end of year	-	-	-	1,265,198
Revenues				
Provincial Grants - Ministry of Education	10,139,916	49,800		12,724,488
Provincial Grants - Other			47,404	47,404
Federal Grants				2,985,000
Investment Income				23,500
	10,139,916	49,800	47,404	15,780,392
Expenses				
Salaries				
Teachers	8,145,683			8,196,020
Principals and Vice Principals				93,039
Educational Assistants				937,423
Support Staff		38,844		287,475
Other Professionals				10,636
Substitutes				150,556
	8,145,683	38,844	-	9,675,149
Employee Benefits	1,994,233	10,956		2,313,306
Services and Supplies			47,404	3,791,937
	10,139,916	49,800	47,404	15,780,392
Net Revenue (Expense)	-	-	-	-

School District No. 33 (Chilliwack)

Schedule 4

Annual Budget - Capital Revenue and Expense

Year Ended June 30, 2023

	2023 Annual Budget			2022 Amended Annual Budget
	Invested in Tangible Capital Assets	Local Capital	Fund Balance	
	\$	\$	\$	\$
Revenues				
Provincial Grants				
Ministry of Education	1,884,760		1,884,760	1,787,608
Amortization of Deferred Capital Revenue	8,841,080		8,841,080	7,031,930
Total Revenue	10,725,840	-	10,725,840	8,819,538
Expenses				
Operations and Maintenance	1,884,760		1,884,760	1,787,608
Amortization of Tangible Capital Assets				
Operations and Maintenance	9,272,645		9,272,645	7,614,374
Transportation and Housing	738,712		738,712	561,508
Total Expense	11,896,117	-	11,896,117	9,963,490
Net Revenue (Expense)	(1,170,277)	-	(1,170,277)	(1,143,952)
Net Transfers (to) from other funds				
Local Capital		352,000	352,000	404,000
Total Net Transfers	-	352,000	352,000	404,000
Other Adjustments to Fund Balances				
Tangible Capital Assets Purchased from Local Capital	554,274	(554,274)	-	
Total Other Adjustments to Fund Balances	554,274	(554,274)	-	
Budgeted Surplus (Deficit), for the year	(616,003)	(202,274)	(818,277)	(739,952)

A hand in a dark suit jacket is pointing upwards with the index finger. The hand is positioned over a glowing target icon consisting of concentric circles and four arrows pointing towards the center. A network of white lines connects various points across the scene, creating a digital or data visualization effect. The background is a light gray gradient.

3-Year Projections

Chilliwack School District

Three Year Budget Projection

OPERATING FUND	Annual Projections 2022/23 to 2024/25		
	2022/23	2023/24	2024/25
REVENUE			
Provincial Grants, Ministry of Education	150,616,311	154,026,856	157,437,401
LEA/Direct Funding From First Nations	2,356,455	2,356,455	2,356,455
Provincial Grants, Other	200,000	200,000	200,000
International Student Tuition	1,646,625	1,942,000	2,110,000
Other Revenue	574,668	590,142	599,806
Rentals & Leases	217,260	221,605	226,037
Investment Income	275,000	275,000	275,000
Total Revenue	155,886,319	159,612,058	163,204,699
EXPENSE			
Salaries			
Teachers	65,946,889	67,358,014	68,768,850
Principals & Vice-Principals	9,279,996	9,330,024	9,516,624
Education Assistants	13,635,708	13,861,685	14,097,046
Support Staff	14,246,462	14,453,504	14,564,425
Other Professionals	3,649,129	3,722,498	3,797,334
Substitutes	5,988,131	6,106,950	6,223,900
Total Salaries	112,746,315	114,832,675	116,968,179
Employee Benefits	27,233,771	28,458,419	29,732,701
Total Salary & Benefits	139,980,086	143,291,094	146,700,880
Services & Supplies	16,354,233	16,694,199	17,145,544
Total Expense	156,334,319	159,985,293	163,846,424
Net Revenue (Expense)	(448,000)	(373,235)	(641,725)
School Surpluses Included	500,000	500,000	500,000
Indigenous Ed Surplus	300,000	200,000	100,000
Other	-	-	-
Capital Asset Purchases	(554,274)	(456,000)	(536,000)
Transfer from Capital Reserves	202,274		
Surplus (Deficit) for Year	0	(129,235)	(577,725)

Chilliwack School District

Three Year Budget Projection

OPERATING FUND	Annual Projections 2022/23 to 2024/25		
	2022/23	2023/24	2024/25
SERVICE & SUPPLIES BREAKDOWN:			
Services	4,082,519	4,014,312	4,097,441
Student Transportation	25,000	25,500	26,010
Professional Development & Travel	1,044,238	1,065,216	1,086,574
Rentals & Leases	25,000	25,500	26,010
Dues & Fees	343,046	349,907	356,905
Insurance	276,100	296,622	307,554
Supplies	8,066,330	8,273,377	8,439,667
Utilities	2,492,000	2,643,765	2,805,383
Total Services & Supplies	16,354,233	16,694,199	17,145,544

3-Year Budget Projections

Changes 2023/24



	Revenues	Expenses	Capital/ Transfers	Surplus (Deficit)
2022/23 Projection	\$ 155,886,319	\$ (156,334,319)	\$ 448,000	\$ -
<u>Changes (2023/24)</u>				
Enrolment	3,410,545	(2,355,983)	-	1,054,562
New Positions	-	(179,216)	-	(179,216)
Wage Increases	-	(293,169)	-	(293,169)
Benefits	-	(734,400)	-	(734,400)
New Schools/Space	-	95,690	-	95,690
Other Revenue	19,819	-	-	19,819
Other Expenses	-	(329,814)	-	(329,814)
International	295,375	(38,750)	-	256,625
School/Indig. Surplus Chg	-	94,668	(100,000)	(5,332)
One Time Expenses	-	90,000	-	90,000
Capital	-	-	(104,000)	(104,000)
2023/24 Projection	\$ 159,612,058	\$ (159,985,293)	\$ 244,000	\$ (129,235)

3-Year Budget Projections

Changes 2024/25



	Revenues	Expenses	Capital/ Transfers	Surplus (Deficit)
2023/24 Projection	\$ 159,612,058	\$ (159,985,293)	\$ 244,000	\$ (129,235)
<u>Changes (2024/25)</u>				
Enrolment	3,410,545	(2,375,771)	-	1,034,774
New Positions	-	(133,733)	-	(133,733)
Wage Increases	-	(296,608)	-	(296,608)
Benefits	-	(762,574)	-	(762,574)
New Schools/Space	-	5,996	-	5,996
Other Revenue	14,096	-	-	14,096
Other Expenses	-	(393,723)	-	(393,723)
International	168,000	-	-	168,000
School/Indig. Surplus Chg	-	95,282	(100,000)	(4,718)
One Time Expenses	-	-	-	-
Capital	-	-	(80,000)	(80,000)
2024/25 Projection	\$ 163,204,699	\$ (163,846,424)	\$ 64,000	\$ (577,725)

BOARD OF EDUCATION

DECISION REPORT

DATE: May 10, 2022
TO: Board of Education
FROM: Gerry Slykhuis, Secretary Treasurer
RE: **2022-23 ANNUAL BUDGET – 1ST READING**

RECOMMENDATION:

THAT the Board of Education approve the first reading of 2022-2023 Annual Budget Bylaw at the May 10, 2022 Regular Board Meeting in the amount of \$184,565,102.

BACKGROUND:

Included in this package is the Ministry of Education and Childcare Budget Template document – this is the main budget document and bylaw for 1st reading. Also included is the 3-Year Budget Projections.

BOARD OF EDUCATION

DECISION REPORT

DATE: May 10, 2022
TO: Board of Education
FROM: Heather Maahs, Trustee
RE: **LETTER RE: ADMINISTRATION OF EPILEPSY MEDICATION**

RECOMMENDATION:

1. THAT the Board of Education write to the Minister of Health, Minister of Education and Child Care, cc'd to our local MLAs, and Premier stating our concern with the policy that does not allow trained EA's to administer medication to students who suffer from epileptic seizures in our public schools if they have not had a seizure in the past 12 months.
2. That the Board contact Boards of Education in the province and encourage them to also send a letter with the same request.

RATIONALE:

The repercussions of these children not receiving the medication needed in a timely manner are as follows:

- prolonged seizures that become very difficult to stop with medication. Often resulting in the use of a midazolam infusion and long hospital stays
- brain damage/breathing issues
- re-learning old skills (loss of previously learned skills (such as speech, walking, talking etc.)
- anxiety related to school attendance.
- embarrassment among peers, and also trauma to a student's peers watching a child seize

<http://www.bcchildrens.ca/SHHC-Inpatient-Services-site/Documents/Seizure%20Q%20and%20A%20-%2020211118.pdf>

<https://www.iheartradio.ca/cjad/news/b-c-defends-policy-on-seizure-medication-at-schools-some-families-worried-kids-being-put-at-risk-1.17675724>

BOARD OF EDUCATION

INFORMATION REPORT

DATE: May 10, 2022
TO: Board of Education
FROM: Jared Mumford, Board Chair
RE: **BOARD SELF-EVALUATION REPORT**

The Board used the same self-evaluation tool as last year. Trustees filled out the rubric individually.

Most Trustees indicated that they felt members were there because they truly wanted to be there, and that members bring an enthusiasm and commitment to the board. Further, there was agreement among members that the board works hard and with purpose, and delegates tasks to staff in a clear and efficient manner. As with last year's self-evaluation, a key challenge is the fragmentation of the board where consensus is seldom the norm.

The board will continue to work through challenge areas to better serve the community.

	Ineffective Board 0 means as bad as it can get	Effective Board 5 means as good as it gets	Score 0 - 5
1.	Gets bogged down in small details. Micromanages the Superintendent and staff. Operates <i>on the ground floor</i> and does not attend to long-term goals.	Acts in a proactive, planned, sophisticated and creative way. Is strategically focused, making room for the staff to excel. Operates <i>from the balcony</i> .	
2.	Tolerates low commitment levels. Members are there because they <i>have</i> to be there, out of duty and obligation. They often miss meetings or fail to keep their promises.	Fosters genuine enthusiasm and commitment for the job. Members are there because they truly <i>want</i> to be there. They consistently keep their promises and deliver quality work.	
3.	Accepts management's proposals without questioning. Embraces the status quo and blocks change. The opponents overpower the proponents.	Is conscientious and takes the time to carefully examine and scrutinize proposals. Questions the status quo and is open to new ideas. Benefits from both the critics and the creators.	
4.	Fragmented. Is driven by narrow interests and personal agenda. Has a win-lose culture: <i>It's you against me</i> . Narrow majority decisions are common. Meetings feel like a combat zone.	Cohesive. Works as a team, while celebrating the diversity of talents and views. Has a win-win culture: <i>It's you and me against the problem</i> . Narrow majority decisions are rare. Meetings feel like a construction zone.	
5.	Is impatient and shows little interest in learning or making informed decisions. Board members talk more than they listen.	Has an appetite for learning from its members, staff, consultants and the community. Board members listen more than they talk.	
6.	Builds dependencies on key leaders. Delegates duties without clear deliverables and deadlines. Works hard but is not productive.	Constantly expands its leadership base. Delegates duties, with clear deliverables and deadlines, to officers, staff and committees. Works smart and hard.	
7.	Maintains a slow, monotonous and boring pace. Performs routine, predictable and menial work.	Keeps a dynamic and engaging pace, with exciting progress and quality decisions made.	
8.	Allows dominant members to control agendas. Quieter members – together with their ideas, knowledge and skills – are left behind.	Gives members equal opportunities to influence decisions and provides them with the tools and knowledge to excel. Brings out the best in members and celebrates their successes.	
9.	Provides unclear directions and poor leadership to the professional staff and does not demand excellence of them.	Provides thoughtful and credible direction to the professional staff. Fosters a staff culture that promotes and rewards excellence.	
10.	Is arrogant and detached from the community and ignores its input or capitulates to vocal minorities.	Is in touch and in tune with the community and listens to its input. Provides quality leadership and keeps the community informed.	
	GRAND TOTAL	Add the numbers in the right-hand column: Minimum = 0 Maximum = 50	

BOARD OF EDUCATION

INFORMATION REPORT

DATE: May 10, 2022
TO: Board of Education
FROM: Jared Mumford, Budget Advisory Committee Chair
RE: **BUDGET ADVISORY COMMITTEE REPORT**

The Board of Education will receive the Budget Advisory Committee report of May 5, 2022.

Minutes



REPORT OF THE BUDGET ADVISORY COMMITTEE

Meeting Held Thursday, May 5, 2022 – 4:00 p.m.

School District Office

Attendance:

Committee Members:	Jared Mumford Darrell Furgason Heather Maahs Danielle Bennett Wendi Omeasoo Jessica Clarke Niki Wiens	Chair Trustee Trustee CTA CUPE DPAC Management Group
Staff:	Rohan Arul-pragasam Gerry Slykhuis Mark Friesen Talana McInally	Superintendent Secretary Treasurer Assistant Secretary Treasurer Executive Assistant (Recorder)
Regrets:	Andrew Unruh Daisy Dai	Community Rep Community Rep
Absent:	Gail Point Gabe D'Archangelo Jasmine Padgham Miguel Rillera Minjae Seo Paloma Hochstetter	Indigenous Education Advisory Committee CPVPA Student Representative – GWG Student Representative – CSS Student Representative – SSS Student Representative – SSS

Call to Order

Chair Mumford called the meeting to order at 4:09 p.m. – Welcome and Indigenous Land Acknowledgement.

1. Approval of Agenda

Mover: Danielle Bennett
Secunder: Jessica Clarke

THAT the agenda be approved as circulated.

CARRIED

2. Approval of Minutes

Mover: Heather Maahs

Secunder: Darrell Furgason

THAT the minutes of the April 7, 2022 meeting be approved as circulated.

CARRIED

Assistant Secretary Treasurer, Mark Friesen, included information around Careers funding as asked at the April 7, 2022 committee meeting.

3. **Public Presentation Debrief**

Committee members were given time to provide feedback on the Public Budget Presentation held April 12, 2022 remotely via Zoom during the Regular Board meeting. Feedback was the presentation contained ample information and no suggestions or additions were recommended.

4. **March Quarterly Financial Report**

The Secretary Treasurer and Assistant Secretary Treasurer presented the March Quarterly Financial Report indicating a favourable variance to budget of \$2,570,079. This is 2.4% of our year-to-date budget. Of this amount \$444,053 is in the Indigenous Ed budget and \$534,512 pertains to school budgets.

5. **Preliminary Budget 2022/23**

The Secretary Treasurer and Assistant Secretary Treasurer presented the 2022/23 Annual Budget showing an annual budget amount of \$184,565,102.

The Secretary Treasurer reviewed Operating budget comparisons for the 21/22 Amended vs. 22/23 Preliminary budgets. Included in the budget are Local Capital purchases of \$554,274. The Operating budget will be balanced through the utilization of \$800,000 from Indigenous Ed and School surplus carryforwards.

The Assistant Secretary Treasurer reviewed the Reserve Summary and Special Purpose funds. The 2022/23 budget will be presented to the Board of Education on May 10, 2022 for first reading.

6. **3- Year Projections**

The Secretary Treasurer presented the three-year projections, showing a balanced budget in 2022/23, a deficit of \$129,235 in 2023/24, and a deficit of \$577,725 in 2024/25. These projected deficits are largely due to increases in wages and benefit rates.

7. **Adjournment**

The meeting was adjourned 5:01 p.m. An appreciation dinner for the Committee followed the meeting.

BOARD OF EDUCATION

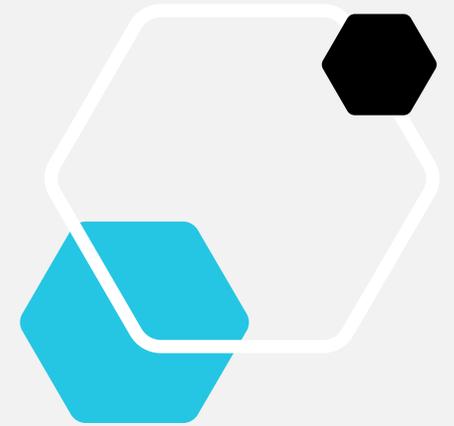
INFORMATION REPORT

DATE: May 10, 2022
TO: Board of Education
FROM: Gerry Slykhuis, Secretary Treasurer
RE: QUARTERLY FINANCIAL REPORT

The Secretary Treasurer will present the Quarterly Financial Report – March 31, 2022.

Chilliwack School District
Quarterly Financial Report - July 1, 2021 to March 31, 2022

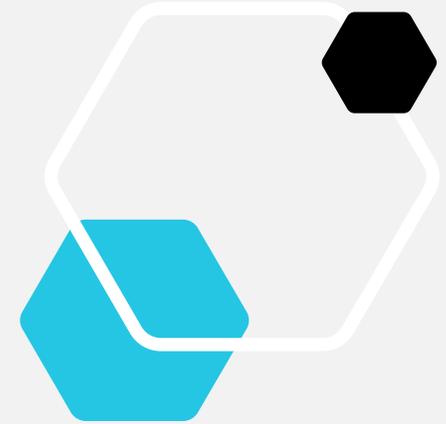
OPERATING FUND	Year-to-Date Jul 1, 2021 to Mar 31, 2022				AMENDED ANNUAL BUDGET 2021-2022
	Y-T-D BUDGET 2021/22	July to Mar ACTUALS	Variance Favourable (Unfavourable)	%	
REVENUE					
Provincial Grants, Ministry of Education	102,531,780	102,728,328	196,548	0.2%	147,215,766
LEA/Direct Funding From First Nations	1,623,519	1,622,877	(642)	0.0%	2,356,455
Provincial Grants, Other	105,000	196,050	91,050	86.7%	150,000
International Student Tuition	1,165,506	1,196,919	31,413	2.7%	1,590,079
Other Revenue	575,300	583,537	8,237	1.4%	674,400
Rentals & Leases	174,750	195,760	21,010	12.0%	213,000
Investment Income	171,000	196,655	25,655	15.0%	215,000
Total Revenue	106,346,855	106,720,126	373,272	0.4%	152,414,700
EXPENSE					
Salaries					
Teachers	45,798,028	45,591,409	206,619	0.5%	65,371,822
Principals & Vice-Principals	6,501,093	6,541,359	(40,266)	-0.6%	8,837,422
Education Assistants	9,409,489	8,687,840	721,649	7.7%	13,740,714
Support Staff	10,015,025	9,694,775	320,250	3.2%	13,781,498
Other Professionals	2,555,939	2,550,801	5,138	0.2%	3,492,153
Substitutes	4,042,386	4,035,414	6,972	0.2%	5,770,605
Total Salaries	78,321,960	77,101,597	1,220,363	1.6%	110,994,214
Employee Benefits	17,877,606	17,441,076	436,529	2.4%	26,577,624
Total Salary & Benefits	96,199,566	94,542,674	1,656,892	1.7%	137,571,838
Services & Supplies	12,139,443	11,599,528	539,915	4.4%	16,315,097
Total Expense	108,339,009	106,142,202	2,196,807	2.0%	153,886,935
Net Revenue (Expense)	(1,992,154)	577,924	2,570,079	2.4%	(1,472,235)
School Surpluses Included	534,512	-	(534,512)		763,589
Indigenous Ed Surplus Included	466,105	22,052	(444,053)		665,864
20/21 Vehicle Deferral	73,274	73,274	-		73,274
Holdback Funds	312,747	312,747	-		446,782
Capital Asset Purchases	(357,956)	(228,280)	129,676		(477,274)
Surplus (Deficit) for Year	(963,472)	757,717	1,721,190		-



March Quarterly Report

YTD July 1, 2021 –
 March 31, 2022

Chilliwack School District
Quarterly Financial Report - July 1, 2021 to March 31, 2022



OPERATING FUND	Year-to-Date Jul 1, 2021 to Mar 31, 2022				AMENDED ANNUAL BUDGET 2021-2022
	Y-T-D BUDGET 2021/22	July to Mar ACTUALS	Variance Favourable (Unfavourable)	%	
REVENUE					
Provincial Grants, Ministry of Education	102,531,780	102,728,328	196,548	0.2%	147,215,766
LEA/Direct Funding From First Nations	1,623,519	1,622,877	(642)	0.0%	2,356,455
Provincial Grants, Other	105,000	196,050	91,050	86.7%	150,000
International Student Tuition	1,165,506	1,196,919	31,413	2.7%	1,590,079
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Rentals & Leases	174,750	195,760	21,010	12.0%	213,000
Investment Income	171,000	196,655	25,655	15.0%	215,000
Total Revenue	106,346,855	106,720,126	373,272	0.4%	152,414,700

March Quarterly Report (cont'd)

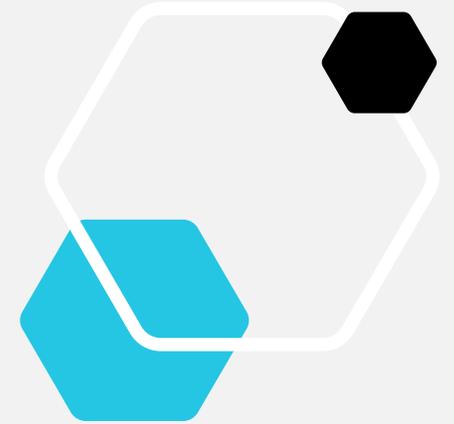
Revenues

YTD July 1, 2021 –
 March 31, 2022



Chilliwack School District

Quarterly Financial Report - July 1, 2021 to March 31, 2022



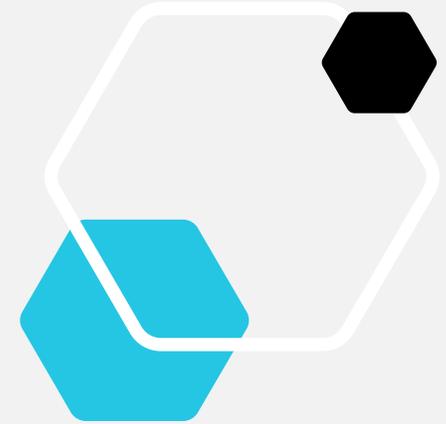
OPERATING FUND	Year-to-Date Jul 1, 2021 to Mar 31, 2022				AMENDED ANNUAL BUDGET 2021-2022
	Y-T-D BUDGET 2021/22	July to Mar ACTUALS	Variance Favourable (Unfavourable)	%	
EXPENSE					
Salaries					
Teachers	45,798,028	45,591,409	206,619	0.5%	65,371,822
Principals & Vice-Principals	6,501,093	6,541,359	(40,266)	-0.6%	8,837,422
Education Assistants	9,409,489	8,687,840	721,649	7.7%	13,740,714
Support Staff	10,015,025	9,694,775	320,250	3.2%	13,781,498
Other Professionals	2,555,939	2,550,801	5,138	0.2%	3,492,153
Substitutes	4,042,386	4,035,414	6,972	0.2%	5,770,605
Total Salaries	78,321,960	77,101,597	1,220,363	1.6%	110,994,214
Employee Benefits	17,877,606	17,441,076	436,529	2.4%	26,577,624
Total Salary & Benefits	96,199,566	94,542,674	1,656,892	1.7%	137,571,838
Services & Supplies	12,139,443	11,599,528	539,915	4.4%	16,315,097
Total Expense	108,339,009	106,142,202	2,196,807	2.0%	153,886,935

March Quarterly Report (cont'd)

Expenses

YTD July 1, 2021 –
March 31, 2022

Chilliwack School District
Quarterly Financial Report - July 1, 2021 to March 31, 2022

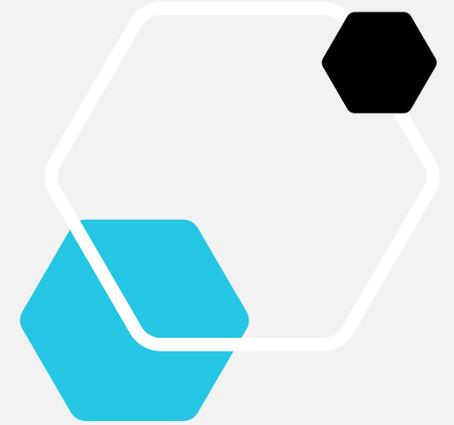


OPERATING FUND	Year-to-Date Jul 1, 2021 to Mar 31, 2022				AMENDED ANNUAL BUDGET 2021-2022
	Y-T-D BUDGET 2021/22	July to Mar ACTUALS	Variance Favourable (Unfavourable)	%	
SERVICE & SUPPLIES BREAKDOWN:					
Services	3,096,028	3,237,696	(141,668)	-4.6%	4,096,221
Student Transportation	24,702	4,681	20,021	81.0%	34,000
Professional Development & Travel	754,788	541,136	213,652	28.3%	1,038,894
Rentals & Leases	25,000	23,817	1,183	4.7%	25,000
Dues & Fees	159,564	171,015	(11,451)	-7.2%	219,625
Insurance	310,981	257,748	53,233	17.1%	310,981
Supplies	6,084,600	5,411,943	672,657	11.1%	8,374,876
Utilities	1,683,780	1,951,492	(267,712)	-15.9%	2,215,500
Total Services & Supplies	12,139,443	11,599,528	539,915	4.4%	16,315,097

March Quarterly
 Report (cont'd)
 Supplies & Services
 YTD July 1, 2021 –
 March 31, 2022

Chilliwack School District
Quarterly Financial Report - July 1, 2021 to March 31, 2022

OPERATING FUND	Year-to-Date Jul 1, 2021 to Mar 31, 2022				AMENDED ANNUAL BUDGET 2021-2022
	Y-T-D BUDGET 2021/22	July to Mar ACTUALS	Variance Favourable (Unfavourable)	%	
Net Revenue (Expense)	(1,992,154)	577,924	2,570,079	2.4%	(1,472,235)
School Surpluses Included	534,512	-	(534,512)		763,589
Indigenous Ed Surplus Included	466,105	22,052	(444,053)		665,864
20/21 Vehicle Deferral	73,274	73,274	-		73,274
Holdback Funds	312,747	312,747	-		446,782
Capital Asset Purchases	(357,956)	(228,280)	129,676		(477,274)
Surplus (Deficit) for Year	(963,472)	757,717	1,721,190		-



March Quarterly Report (cont'd)

Net Revenue & Surplus/Deficit

YTD July 1, 2021 –
 March 31, 2022





Quarterly Financial Report March 2022

May 5, 2022

This report is provided in accordance with [Policy 234](#): Budget Monitoring and Reporting Policy and Regulations, “Significant variances between the trended budget and actuals, including all significant revenues and expenses, will be clarified.”

This report is based on our Preliminary Budget which creates some significant variances due to financial changes that have occurred since it was prepared. Future Quarterly Reports will be based on the Amended Budget and will be more in line with current realities.

The year-to-date budget has been trended to correspond with how we anticipate costs and revenues to be incurred.

REVENUES

Provincial Grants, Ministry of Education – We received \$193,000 in funding to cover our costs incurred in dealing with the flood.

Rental Income – When budgeting for rental income, we were unsure what impact COVID would have. So far, we are exceeding expectations.

Investment Income – With the help of our capital projects, we have been able to increase our cash balances this year. Also, interest rates increased by .25% on March 3rd resulting in an additional \$5,000 interest. The further 0.5% rate increase on April 13 will add approximately \$20,000 additional income for the remainder of the year.

Teachers – Teacher salaries can vary significantly depending on years of service and level of education. This can impact our average teacher salary which, for this year, is lower than budgeted.

Principals & Vice-Principals – Each year, we budget 0.5 FTE extra in case an administrator is ill and needs a temporary replacement. We have had a larger than usual number of absences this year.

Education Assistants – The large positive variance is made primarily of two items:

1. Indigenous Ed EAs – staff vacancies has resulted in a \$205,000 positive variance here.
2. Leaves Without Pay (LWOP) for staff who have no sick leave remaining has totalled \$183,000 to date.
3. Vacancies account for the remaining difference.

Support Staff – Part of the reason for the positive variance is due to staff vacancies in the following areas:

- District Clerical \$50,000 – this is due to staff vacancies
- Operations \$32,000 – this is due to vacancies and the number of staff working on COVID-related work, which is charged against the special funding that we received.
- Custodial \$121,000 – staff vacancies
- Bus Drivers \$113,000 – this is partially due to staff vacancies, and there are less hours being worked due to reduced school trips.

We have also had a large number of leaves without pay for staff who have exhausted their sick banks due to the pandemic.

Substitutes – The overall variance in Substitutes is quite low but is dropping by around \$50,000 per month. Based on this, we estimate we will be \$150,000 over budget by year end. The current variance is broken down as follows:

Teachers -	\$ (64,000)
CUPE 10 month staff -	73,000
Custodians -	(6,000)
Drivers	28,000
PVP	(15,000)

Employee Benefits – Most of the variance is due to the positive variance in salaries.

SERVICES & SUPPLIES

Services are over budget by \$142,000 due to the following:

- \$11,000 Flooding expenses for contract bussing
- \$80,000 International agent fees for first time students as we resurrect international enrolment
- \$55,000 in Next Generation Network charges that weren't budgeted

Student Transportation expenses are incurred when the district is required to use contract bussing. The need for contract transportation remains low this year with fewer trips due to continued COVID-19 restrictions.

Professional Development & Travel expenses have been lower than expected due to continued travel restrictions and conferences being held virtually. There will be several in person learning services conferences happening in April and May which will see an increase in these expenses.

Dues & Fees are slightly over budget. This can be explained by the timing of when fees become due and when departments choose to pay these fees.

Insurance has a positive variance of \$53,000 largely due to our maintenance and transportation departments budgeting for the insurance for the same vehicles.

Supplies spending is 11% lower than where it was expected to be at the end of March.

- Many schools in the district have large equipment and technology replacement budgets that have not yet been spent mostly due to the long delivery times with worldwide supply chain issues. If this is not spent by the end of the year, the funds will rollover to the schools' surplus balances and be available for subsequent years to the schools.
- \$66,000 is attributed to Indigenous Education supply issues for technology and timing of expenses.

Utilities are tracking over budget by \$267,000 with the following areas of note:

- \$170,000 in natural gas costs due to a jump in commodity prices and the extra effort needed to run fresh air through our schools due to Covid. This includes extending the heating schedule to provide ventilation before and after school.
- \$55,000 in water and sewage costs which is partly due to more frequent handwashing but also due to timing of billings.

We expect a \$200,000 increase in annual utility costs going forward to maintain enhanced ventilation in our schools.

OTHER ITEMS

School Surpluses Included – With our school-based budgeting, we allow schools to carryover any prior year surplus. Due to the underspending in supplies explained above, it is anticipated that schools will carry over \$534,000 of surplus.

Indigenous Ed Surplus – The supplemental Indigenous Ed funding is targeted, and any surplus is treated similarly to school surpluses. It is added to our year end reserves but gets transferred out for Indigenous Programs to use in the current year. The surplus for this year is currently at \$444,000.

Capital Asset Purchases – This is for purchases of capital equipment, vehicles and portables. We are dealing with significant delays on at least 3 of our vehicle purchases.

TRUSTEE REPORT

Trustee: Jared Mumford

Report Date: May 5 2022

KEY ACTIVITIES SINCE LAST BOARD MEETING

List of key dates/activities related to the Trustee role, including school visits and school initiatives/events, committee attendance, conference attendance, etc.

Wednesday, April 13 2022	Chilliwack Food Council Meeting
Thursday, April 14 2022	CHC Organizational Structure Working Group
Thursday, April 14 2022	Regular Voting System Training - BCSTA
Thursday, April 14 2022	Call w/ Parent re: Aquatics Credits in Public School
Thursday, April 21 2022	BCSTA AGM
Friday, April 22 2022	BCSTA AGM
Saturday, April 23, 2022	BCSTA AGM
Tuesday, April 26 2022	CHC Meeting (Co-Chair)
Tuesday, April 26 2022	Board Learning Session #10
Tuesday, April 26 2022	CYHC / Gender Support Network Call
Tuesday, April 26 2022	CYC 30th Anniversary Opening Event
Wednesday, April 27 2022	Chilliwack Community Services Strat Planning - Immigration & Newcomers
Thursday, April 28, 2022	Meeting, Chilliwack Restorative Justice & Youth Advocacy Board of Dir.
Monday, May 2 2022	Call Re: CE Funding for Corrections w/ Min Whiteside / Farnworth, Stephanie BCSTA
Wednesday, May 4 2022	Chilliwack Community Services Strat Planning - Training & Education
Thursday, May 5 2022	Budget Advisory Committee (Chair)
Friday, May 6 2022	Meet w/ GSA Club CSS
Friday, May 6 2022	Friendship Centre Committee: Indigenous Day Planning
Tuesday, May 10 2022	Indigenous Education Advisory Committee

UPCOMING EVENTS OF INTEREST TO THE BOARD

- Sardis Secondary Drumline Hosting Provincial Championships + Competing
- GW Graham Film Festival

TRUSTEE REPORT

Trustee: David Swankey

Report Date: May 5th, 2022

KEY ACTIVITIES SINCE LAST BOARD MEETING

List of key dates/activities related to the Trustee role, including school visits and school initiatives/events, committee attendance, conference attendance, etc.

- April 6th – Supported consultation meetings with Unsworth staff and parents/guardians
 - Consultation was consistent with [Admin Reg 300.1](#)
- April 10th – Chaired EPAC meeting
 - Mtg 10 of 13 on our calendar this year
- April 13th – Attended BCSTA AGM voting session
- April 14th – Joined FV Branch working group for C&B review
- April 21st-24th – Attended BCSTA AGM
 - Leg Committee meetings held through the weekend
 - FV Branch met with the initial draft of new branch C&B presented to member boards
- April 25th – Chaired EPAC meeting
 - Mtg 11 of 13 on our calendar this year
- April 26th – Attended Board Learning Session
 - <https://sd33.bc.ca/node/549>
- April 28th – Attended BCSTA FV Branch mtg with BCSTA staff
 - Review of proposed C&B by BCSTA legal

UPCOMING EVENTS OF INTEREST TO THE BOARD

- May 26th-28th – Inclusion BC Conference 'Everybody Belongs'
 - <https://inclusionbc.org/our-services/inclusion-bc-conference/>
- May 30th-June 5th – GoByBike BC week
 - Hosted across BC, including events in Chilliwack
- June – BCSTA FV Branch Meeting
 - Date is TDB
 - Agenda is expected to include a recommended Branch C&B for consideration and adoption by member boards
- 2022 – The FVDCD is celebrating 40 years of service
 - Community events will be taking place throughout the region
 - Tour of facilities is planned for Oct 6th
 - <https://www.fvcdc.org/>

TRUSTEE REPORT

Trustee: Carin Bondar

Report Date: May 6/2022

KEY ACTIVITIES SINCE LAST BOARD MEETING

List of key dates/activities related to the Trustee role, including school visits and school initiatives/events, committee attendance, conference attendance, etc.

April 5: CYC Monthly Meeting
April 5: Board Learning Session
April 5: Special In-Camera I
April 5: Special In-Camera II
April 7: FVRD Regional Science Fair Judge/Special Awards Judge
April 8: Prep for BSPSEA report
April 12: In camera meeting
April 12: Regular meeting
April 14: Voting training for AGM
April 21: BC STA AGM
April 22: BC STA AGM
April 23: BC STA AGM
April 26: Board Learning Session
April 26: Scholarship Committee Decisions
April 27: Channeling Youth Voices Presentation
May 3: District-wide Jazz Band Concert

UPCOMING EVENTS OF INTEREST TO THE BOARD

MEETING SUMMARIES

In-Camera Meeting – April 12, 2022

Trustees: Willow Reichelt, Jared Mumford, Carin Bondar, Darrell Furgason, Heather Maahs, Barry Neufeld, David Swankey

Staff: Rohan Arul-pragasam, Gerry Slykhuis, Talana McInally

Guest: Lindsie Thomson

1. Appeal Procedure
2. HR Report
3. BCPSEA Report
4. Capital Plan Priorities
5. Principal/Vice Principal Assignments/Reassignments

Learning Session – April 26, 2022

Trustees: Jared Mumford, Willow Reichelt, Carin Bondar, Darrell Furgason, Heather Maahs, Barry Neufeld, David Swankey

Staff: Rohan Arul-pragasam, Gerry Slykhuis, Kirk Savage, Paula Jordan, Mark Friesen, Allan Van Tassel, Talana McInally

1. Operations Update
2. Policy Update