



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

**AGENDA  
May 14, 2024  
5:30 pm**

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**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. Reading and Approval of the Minutes  
(THAT the minutes of the April 16, 2024 Regular Board Meeting be approved as circulated.)

**2. PRESENTATION**

- 2.1. Delegation Presentation: De-carbonization

**3. INFORMATION ITEMS**

- 3.1. Budget Advisory Committee Report (Minutes)
- 3.2. Budget Advisory Committee Report (Quarterly Financial Report)
- 3.3. Trustee Written Reports
- 3.4. BCSTA Report

**4. PUBLIC PARTICIPATION – COMMENTS/QUESTIONS CONCERNING THE AGENDA**

**5. ACTION ITEMS**

- 5.1. Annual Budget 2024-25 – 1<sup>st</sup> Reading
- 5.2. Policy 110 – District Vision, Mission and Motto (Amendment)
- 5.3. Schedule of Board Meetings 2024-25

5.4. Board Partner Group Consultation

**6. MEETING SUMMARIES**

**7. PUBLIC PARTICIPATION – COMMENTS/QUESTIONS CONCERNING THE AGENDA**

**8. SUPERINTENDENT'S UPDATE**

**9. ADJOURNMENT**

9.1. Next Board of Education Meeting: June 11, 2024 at 5:30pm



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

**Date of Meeting:** Tuesday, April 16, 2024

**Location:** School District Office

**Members Present:**

Chair	Willow Reichelt
Vice-Chair	Carin Bondar
Trustee	Heather Maahs
Trustee	Margaret Reid
Trustee	David Swankey
Trustee	Teri Westerby

**Regrets:** Trustee Richard Procee

**Staff Present:**

Superintendent	Rohan Arul-pragasam
Secretary Treasurer	Simone Sangster
Assistant Secretary Treasurer	Mark Friesen
Assistant Superintendent	Paula Jordan
Assistant Superintendent	Kirk Savage
Assistant Superintendent	David Manuel
Executive Assistant	Talana McInally

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**1. CALL TO ORDER**

**1.1. Call to Order**

The Board Chair called the meeting to order at 5:30 p.m. – **Welcome, Acknowledgment of Traditional Territory and Diversity Statement**

**1.2. Adoption of the Agenda**

**287.24** Moved by: Trustee Bondar  
Seconded by: Trustee Westerby

THAT the agenda be adopted as circulated.

**288.24** Moved by: Trustee Reichelt  
Seconded by: Trustee Bondar

**NO VOTE**

THAT the agenda be amended to move the Strategic Plan Presentation: 90-day Cycle Update before the Public Budget Presentation.

**CARRIED**

**289.24** Moved by: Trustee Bondar  
Seconded by: Trustee Westerby

THAT the agenda be adopted as amended.

**CARRIED**  
For: Bondar, Reichelt, Reid, Swankey, Westerby  
Opposed: Maahs

**1.3. Approval of the Minutes**

**290.24** Moved by: Trustee Swankey  
Seconded by: Trustee Bondar

THAT the minutes of the March 12, 2024 Regular Board Meeting be approved as circulated.

**CARRIED**

**2. PRESENTATION**

**2.1. Strategic Plan Presentation: 90-Day Cycle Update**

The senior leadership team provided an update on the 90-Day Cycle as part of a continuous improvement cycle and progress updates in reference to Strategic Plan goals.

**2.2. Public Budget Presentation**

On behalf of the Budget Advisory Committee, Simone Sangster and Mark Friesen provided an overview of the School District’s budget development process and budget assumptions.

**3. PUBLIC PARTICIPATION – COMMENTS/QUESTIONS REGARDING THE PUBLIC BUDGET PRESENTATION**

- Consideration for Clerical Staffing Ratios
- Integrated care Services
- Child Care Initiative – pleased with District’s work, working with CUPE411
- Impact of implementation of Jackson Award on CEF budget 24/25
- Needs of students in classrooms
- Provision of cost for menstrual products in budget
- Increase in staffing (e.g. payroll clerk, Indigenous education assistants)
- Middle School Literacy program – addressing needs of students new to district
- Integrated Care Services and Reading specialists

Meeting Recessed at 7:00 pm  
Meeting called back to order at 7:12 pm  
Trustee Maahs returned from Recess 7:14 pm

**4. INFORMATION ITEMS**

**4.1. Budget Advisory Committee Report (Minutes)**

The Board of Education received the Budget Advisory Committee Minutes of April 4, 2024.

**4.2. Trustee Written Reports**

Trustees submitted written reports listing key activities they've attended since the last public board meeting as well as upcoming events.

**4.3. BCSTA Report**

Trustee Reid provided an update on matters related to the BCSTA.

**5. PUBLIC PARTICIPATION – COMMENTS/QUESTIONS CONCERNING THE AGENDA**

Meeting Recessed at 7:17 pm  
Meeting called back to order at 7:23 pm

- Superintendent Performance Review
- Trustee Code of Conduct
- Student and Family Affordability Fund
- Inflationary Costs
- Elementary Counselling Model

Meeting Recessed at 7:31 pm  
Meeting called back to order at 7:39 pm

**6. ACTION ITEMS**

**6.1. Capital Plan Bylaw**

**291.24** Moved by: Trustee Swankey  
Seconded by: Trustee Reid

THAT the Board approve three readings of Capital Project Bylaw No. 2024/25-CPSD33-01 at the April 16, 2024 Regular Board Meeting.  
(vote must be unanimous)

**CARRIED**

**292.24** Moved by: Trustee Swankey  
Seconded by: Trustee Bondar

THAT the Board approve first, second, and third reading and adoption of Capital Project Bylaw No. 2024/25-CPSD33-01 (attached).

**CARRIED**

**6.2. Policy 141 – Role of the Superintendent**

**293.24**

Moved by: Trustee Westerby  
Seconded by: Trustee Reid

(carried over from March 12, 2024 meeting)

THAT the draft Policy 141 be amended with the italicized bullets below:

- 1.3 Ensure that learning environments promote the development of skills and habits.
  - *Promote learning environments that foster the development of skills and habits.*
- 1.5 Ensure facilities accommodate the diverse needs of the student body.
  - *Regularly assess facilities to identify areas that may need improvement or modifications to better meet the diverse needs of students.*
  - *Incorporate universal design principles and accessibility standards when planning and renovating facilities.*
  - *Provide training to staff members on diversity, equity, and inclusion and the importance of creating inclusive environments to support students with diverse needs.*
  - *Collaborate with community organizations and agencies that specialize in accessibility and inclusion to leverage their expertise and resources in improving facilities for students.*
- 2.1 Ensure that the fiscal management of the District is in accordance with statutory requirements and Board policy.
  - *Maintain fiscal management in accordance with statutory requirements and Board policy.*
- 2.4 Ensure the district operates in a fiscally and ethically responsible manner, including adherence to generally accepted accounting principles.
  - *Operate the district in a fiscally and ethically responsible manner, adhering to generally accepted accounting principles.*
- 3.2 Ensure all trustees are informed by the same, impartial information when members perform their role.
  - *Provide all trustees with the same impartial information necessary for their roles.*
- 4.3 Ensure compliance with the legal framework in which the district operates and support the Board in meeting their statutory requirements.
  - *Maintain compliance with the legal framework governing the district's operations and support the Board in meeting its statutory requirements.*
- 7.1 Ensure compliance with all legal, Ministerial and Board mandates and timelines.
  - *Maintain compliance with all legal, Ministerial, and Board mandates and timelines.*

**Trustee Westerby requested permission to Withdraw this motion and received consensus.**

**NO VOTE**

**294.24**

Moved by: Trustee Reichelt  
Seconded by: Trustee Bondar

(carried over from March 12, 2024 meeting)

THAT the Board of Education amend Policy 141 Role of the Superintendent, as presented.

**CARRIED**  
For: Bondar, Reichelt, Reid, Swankey, Westerby  
Abstained: Maahs

**6.3. Policy 130 – Trustee Code of Conduct (Amendment)**

**295.24** Moved by: Trustee Bondar  
Seconded by: Trustee Westerby

THAT the Board of Education amend Policy 130: Trustee Code of Conduct as presented.

**CARRIED**  
For: Bondar, Reichelt, Reid, Swankey, Westerby  
Opposed: Maahs

**6.4. Policy 132 – Addressing Breaches of the Code of Conduct**

**296.24** Moved by: Trustee Bondar  
Seconded by: Trustee Reid

THAT the Board of Education approve Policy 132: Addressing Breaches of the Code of Conduct as presented.

**CARRIED**  
For: Bondar, Reichelt, Reid, Swankey, Westerby  
Opposed: Maahs

**6.5. Policy 610 (600) – Financial Planning and Reporting**

**297.24** Moved by: Trustee Swankey  
Seconded by: Trustee Westerby

THAT the Board of Education repeal Policy 610 and approve proposed Policy 600 – Financial Planning and Reporting.

**CARRIED**  
For: Bondar, Reichelt, Reid, Swankey, Westerby  
Opposed: Maahs

**6.6. Policy 611 (601) – Accumulated Operating Surplus**

**298.24** Moved by: Trustee Westerby  
Seconded by: Trustee Bondar

THAT the Board of Education repeal Policy 611 and approve Policy 601 – Accumulated Operating Surplus as presented.

**CARRIED**  
For: Bondar, Reichelt, Reid, Swankey, Westerby  
Opposed: Maahs

**7. MEETING SUMMARIES**

Meeting summaries were provided listing In-Camera and/or Special In-Camera and Learning Session items since the last Regular Public Board Meeting.

**8. PUBLIC PARTICIPATION – COMMENTS/QUESTIONS CONCERNING AGENDA ITEMS**

- Policy 130 Trustee Code of Conduct

**280.24** Moved by: Trustee Reichelt  
 Seconded by: Trustee Swankey

THAT the meeting be extended until the conclusion of the adopted agenda.

**CARRIED**

**For: Bondar, Reichelt, Reid, Swankey, Westerby  
 Abstained: Maahs**

- Budget for Provision of Menstrual Products

**9. SUPERINTENDENT’S REPORT**

Vice-Principal Beth Clarke, Teacher Matt DiMartino, and Principal Chuck Lawson presented an overview of the G.W. Graham Y Program which supports student learning, wellness, and community connection through an offsite experience in partnership with the Cheam Leisure Centre YMCA.

**10. ADJOURNMENT**

The meeting was adjourned at 8:51 p.m.

**10.1. Next Board of Education Meeting Date**

**Tuesday, May 14, 2024  
 5:30 p.m.  
 School District Office**

\_\_\_\_\_  
 Board Chair

\_\_\_\_\_  
 Secretary-Treasurer



## BOARD OF EDUCATION

### DELEGATION PRESENTATION

**DATE:** May 14, 2024  
**TO:** Board of Education  
**FROM:** Tim Cooper and Robyn Curtis, Community Members  
**RE:** **DECARBONIZATION**

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#### **BACKGROUND:**

Tim and Robyn will provide a presentation regarding positive steps towards decarbonization that local governments can take.

This delegation presentation is granted through [Bylaw 5 – Board Meeting Procedures](#), item # 6 – Delegations.

Chilliwack  
**Rotary**



**CLIMATE CHANGE**  
Action Group

- Climate Change Action Group
- Current data
- Children's futures, the cost of doing nothing
- School Board opportunities

2021 Rotary International announced new area of focus.  
Started with 10 Rotarians.  
Now: 20 Rotarians & over 40 community members.



# Experience

TEACHERS

SCIENTISTS

MARKETING  
EXPERTS

CONSULTANTS

COMMUNICATIONS  
SPECIALISTS

TECHNICAL  
EXPERTS



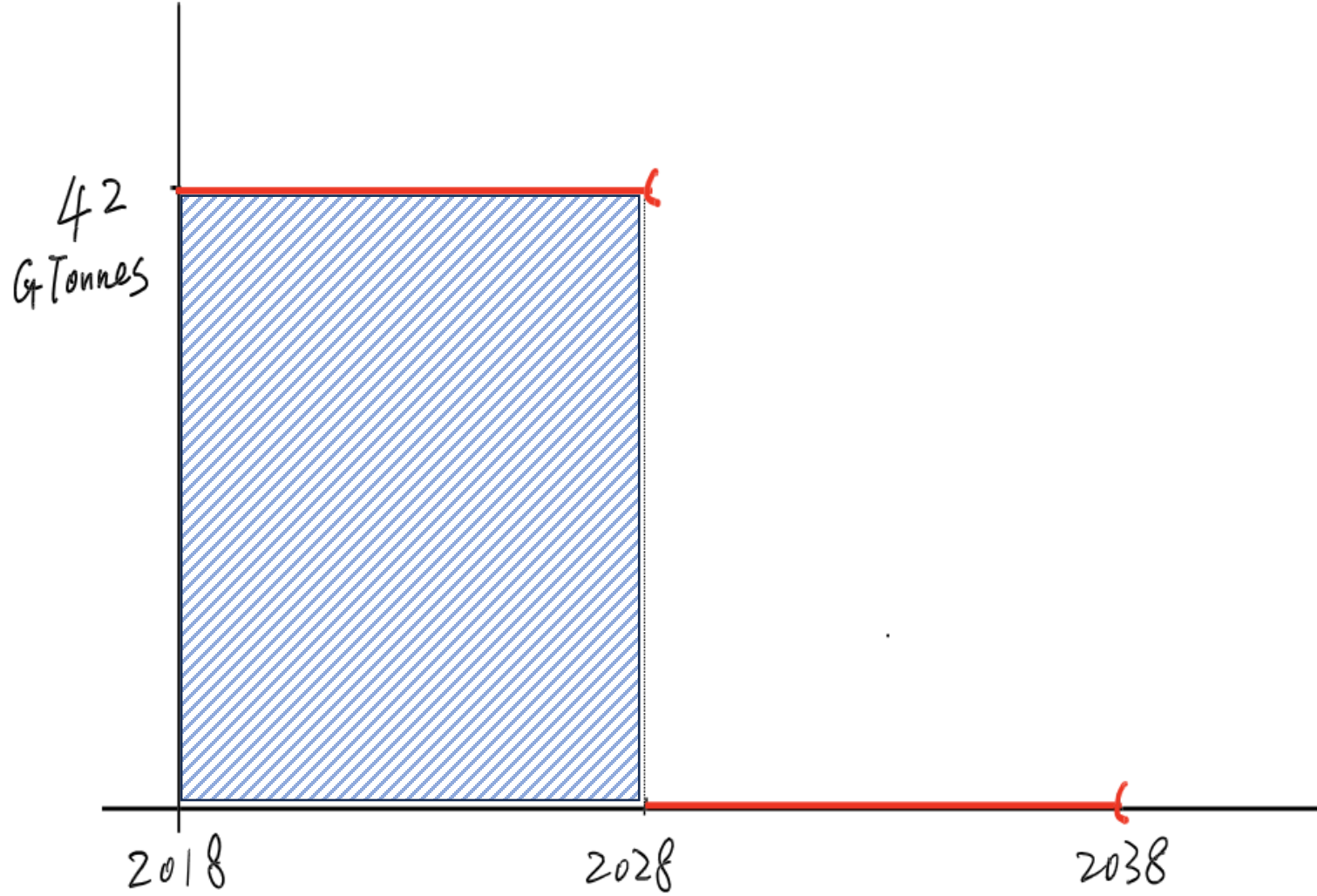
Chilliwack  
School District

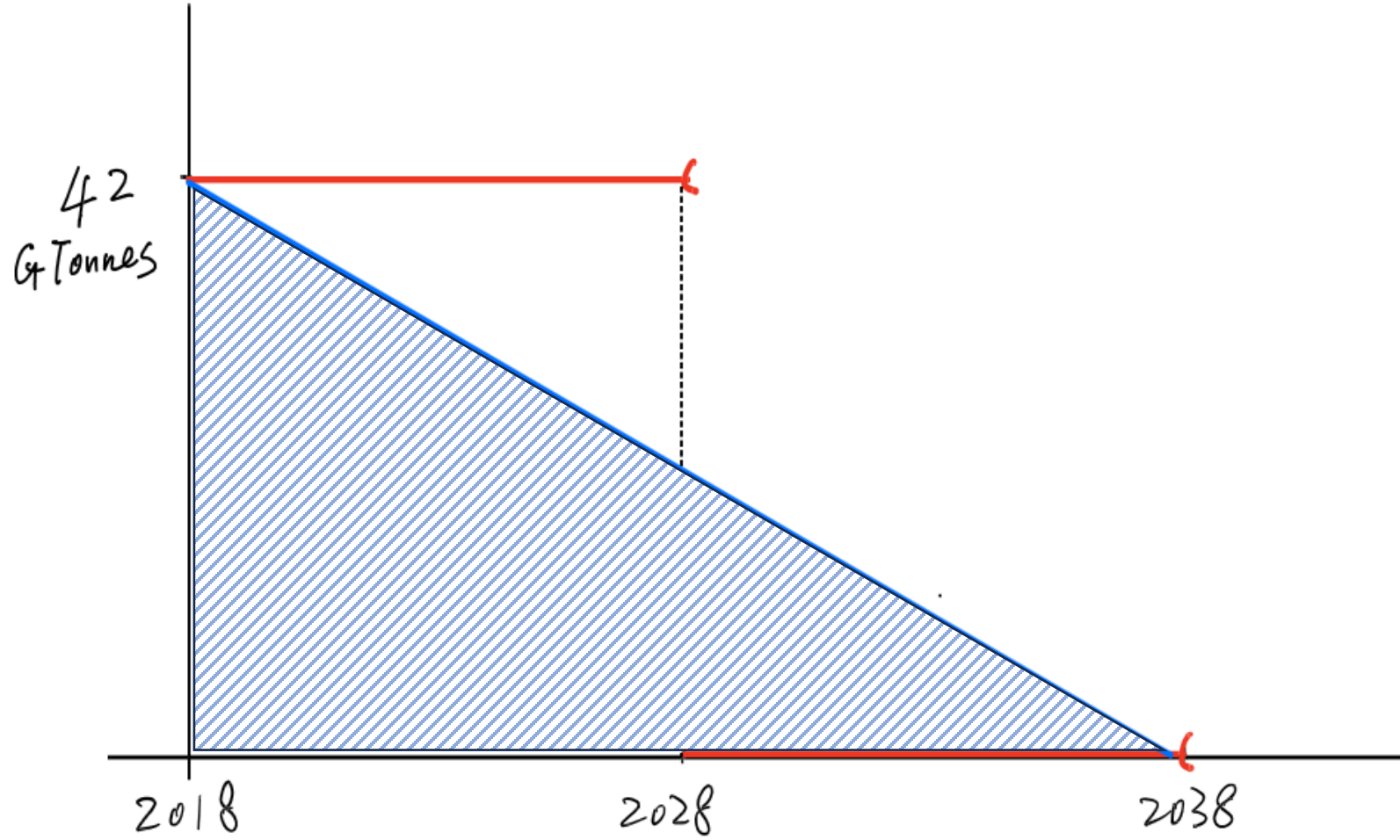


Partnerships



Inter-governmental Panel on Climate Change 2018







# Climate Crisis

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Fires

Floods

Droughts

Food shortages

Migrations

Wars





## Gas or Electricity?

- Electricity in BC is low carbon.
- BC gas has a high climate impact. In short run, higher than coal.
- World is shifting from gas to electricity.
- BC & Chilliwack can do our part.

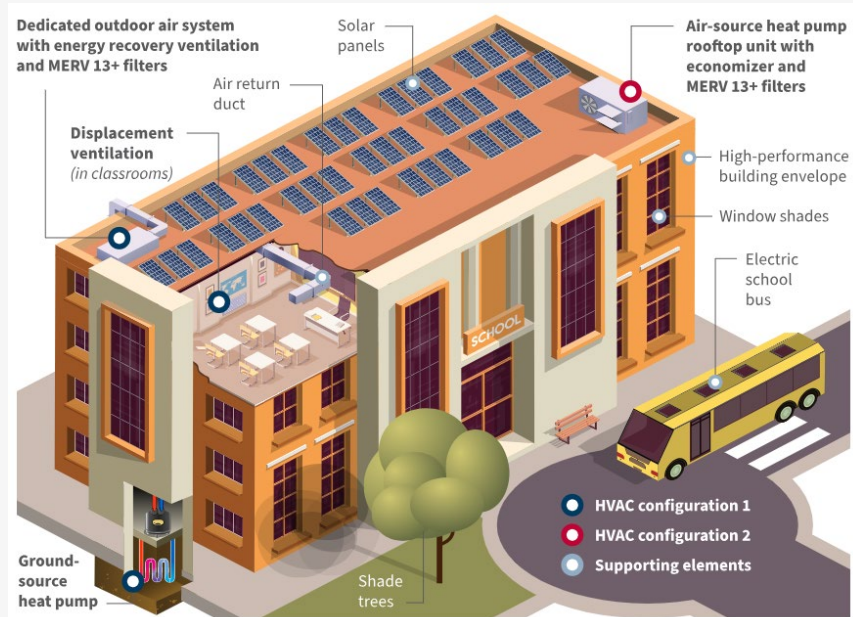


Photo courtesy of RMI and UndauntedK12.

[Four Reasons Why K-12 Schools Are Warming Up to Heat Pumps - RMI](#)

## School Board's Areas of Influence

### Buildings

- Insulation
- Heating (cooling)

### Transportation

- EV fleet
- Grants

# BUILDINGS

## PREFERRED: BUILD IT RIGHT

- Better insulation = less energy needed
- Most cost effective to install during construction
- Consider renewable energy, cost savings

## ALTERNATIVE: RETROFIT

- Heat pumps (free a/c)
- Solar



[Greening the Campus: Innovative Sustainable Energy Systems for Schools \(energy5.com\)](http://energy5.com)

Together.  
For them.

THANK YOU!



Questions?

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## Accelerating Electric School Bus Adoption in British Columbia

Policy Brief

### Background

In the [CleanBC Roadmap to 2030](#), the Government of British Columbia (B.C.) has set a goal to reduce greenhouse gas (GHG) emissions by 40% and transportation emissions by 27-32% by 2030. To achieve this, it has committed to decarbonizing all medium- and heavy-duty vehicles in the province, including school buses. The B.C. government provides significant financial support to public school districts, independent schools and private operators for the purchase of electric school buses (ESBs), as well as associated charging infrastructure and facility assessments. This has been available through different funding sources<sup>1</sup>:

- **CleanBC Go Electric School Bus Program:** 33% of the pre-tax purchase price of an ESB (up to \$150,000), 75% of charging infrastructure costs (up to \$6,000) and 75% of facility assessment costs (up to \$5,000)
- **CleanBC Go Electric Fleets Program:** 75% to 90% of DC fast chargers costs (depending on charging capacity) for indigenous communities and businesses
- **Ministry of Education and Child Care:** Core bus funding (yearly budget of \$15M) for publicly-operated buses that are due for replacement and an additional \$25,000 to \$30,000 (depending on bus size) over and above the core bus funding
- **Carbon Neutral Capital Program:** One-time grant of \$50,000 to help school districts reduce their carbon footprint, if not previously accessed for another project

According to data from the Association of School Transportation Services of B.C, these funding programs have helped purchase a total of **70 ESBs**; however, this represents only **6% of the public fleet of 1,280 buses**.

### Why do we need to act now?

Accelerating the electrification of the school bus fleet represents a unique opportunity to achieve meaningful progress on B.C.'s climate target while generating complementary health and economic benefits for the province.

### Climate Benefits

An entirely electric school bus fleet would eliminate 92% of the GHG emissions from school buses, which contributed to over 7,000 kilo tons equivalent of carbon dioxide in 2020<sup>2</sup>.

❑ Need to shift to electric to meet 2030 emission reduction commitments.

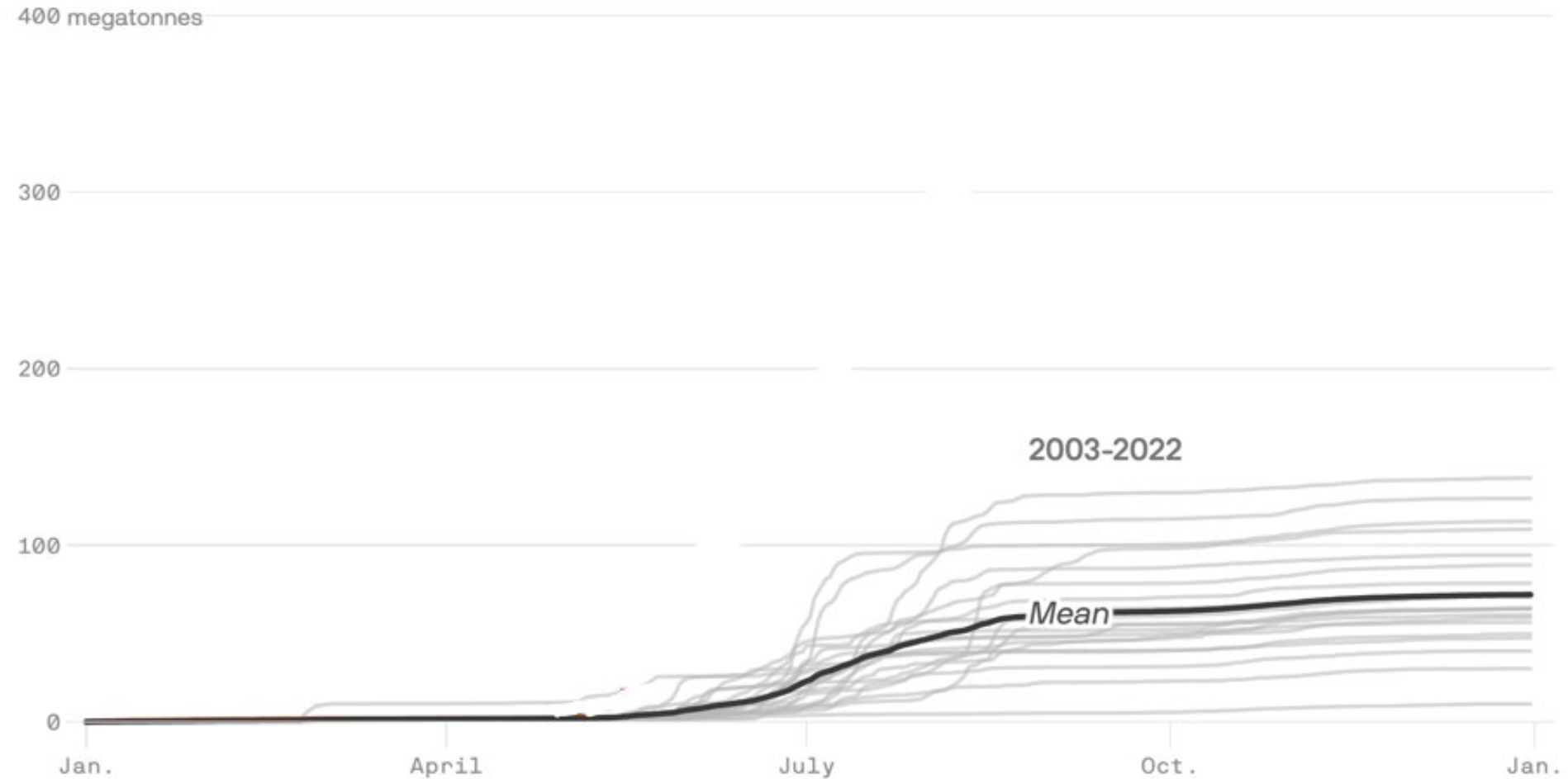
❑ There are GRANTS available!

[313 | Policy Brief - BC \(eschoolbusalliance.ca\)](#)

[The dash from gas: converting schools from gas to heat pumps - CIBSE Journal](#)

# Cumulative daily wildfire carbon emissions in Canada

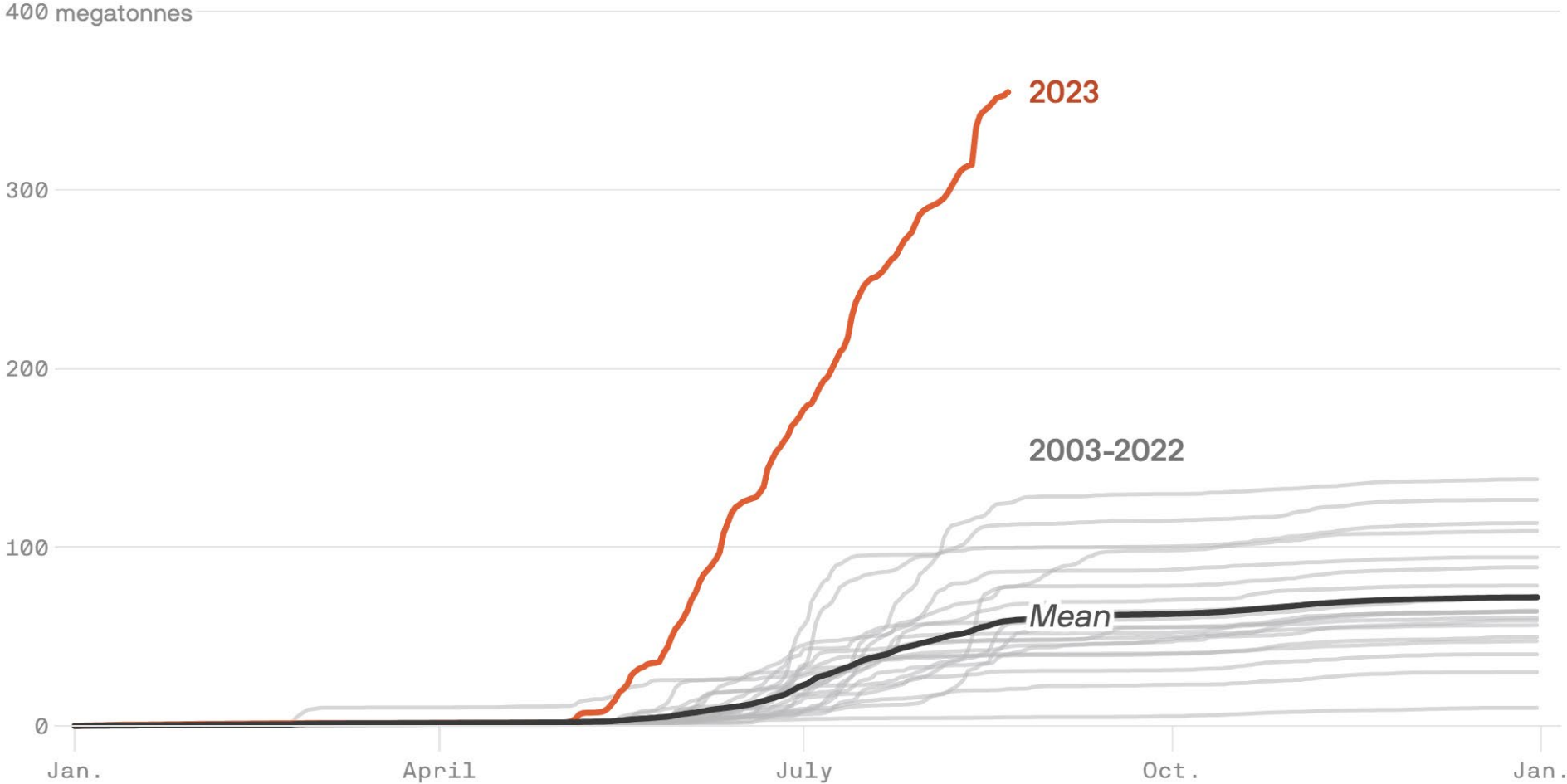
By year, 2003-2023 (as of Aug. 21)



Data: ECMWF, Copernicus Atmospheric Monitoring Service; Note: Mean calculated from 2003-2022 data; Chart: Axios Visuals

# Cumulative daily wildfire carbon emissions in Canada

By year, 2003-2023 (as of Aug. 21)

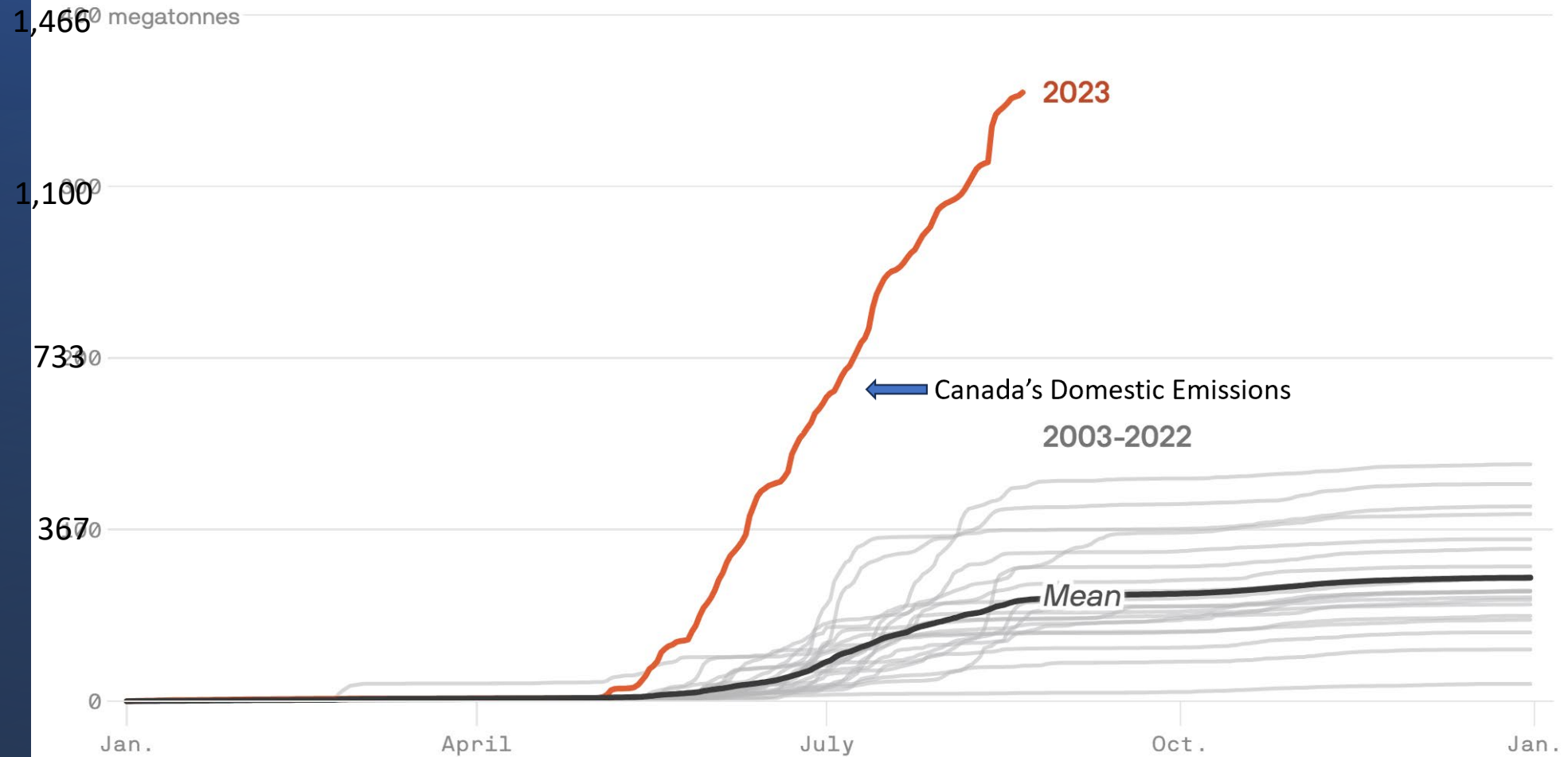


Data: ECMWF, Copernicus Atmospheric Monitoring Service; Note: Mean calculated from 2003-2022 data; Chart: Axios Visuals



# Cumulative daily wildfire ca CO<sub>2</sub> emissions in Canada

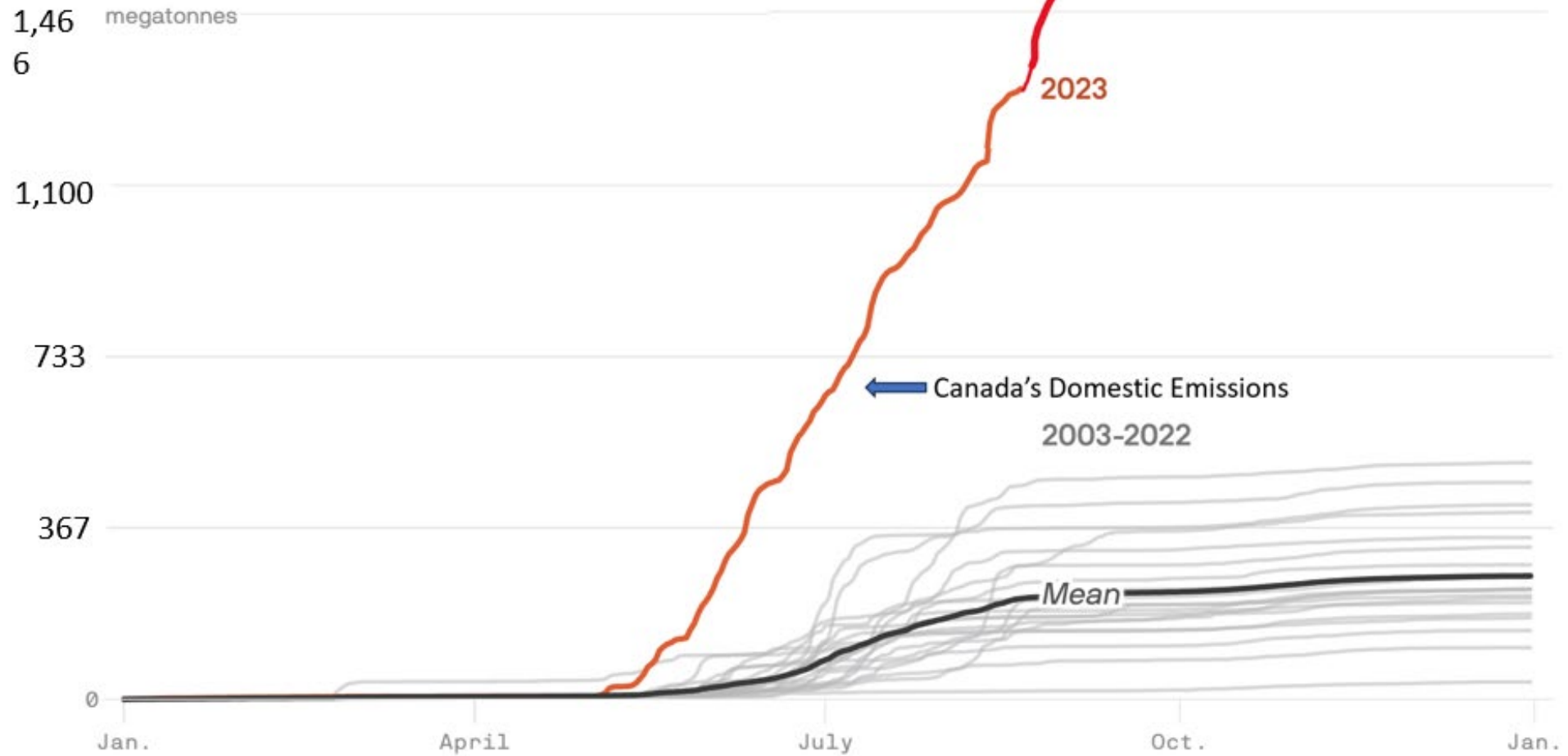
By year, 2003-2023 (as of Aug. 21)



Data: ECMWF, Copernicus Atmospheric Monitoring Service; Note: Mean calculated from 2003-2022 data; Chart: Axios Visuals

# Cumulative daily wildfire CO<sub>2</sub> emissions in Canada

By year, 2003-2023 (as of Aug. 21)



Data: ECMWF, Copernicus Atmospheric Monitoring Service; Note: Mean calculated from 2003-2022 data; Chart: Axios Visuals

## **BOARD OF EDUCATION**

### **INFORMATION REPORT**

**DATE:** May 14, 2024  
**TO:** Board of Education  
**FROM:** David Swankey, Budget Advisory Committee Chair  
**RE:** **BUDGET ADVISORY COMMITTEE MINUTES**

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The Board of Education will receive the Budget Advisory Committee Minutes of May 9, 2024.

# Minutes



## REPORT OF THE BUDGET ADVISORY COMMITTEE

Meeting Held Thursday, May 9, 2024 – 4:00 p.m.

School District Office

### Attendance:

Committee Members:	David Swankey Heather Maahs Richard Procee Reid Clark Tracey O'Hara Nicole Driscoll Jessica Clarke Bulvant Singh	Trustee (Chair) Trustee Trustee CTA CUPE CPVPA DPAC Community Rep
Staff:	Simone Sangster Mark Friesen Kevin Josephson Talana McInally	Secretary Treasurer Assistant Secretary Treasurer Manager of Financial Reporting and Analytics Executive Assistant (Recorder)
Regrets:	Rohan Arul-pragasam Niki Wiens	Superintendent Management Group
Absent:	Jenna Kaplan Melissa Zhang Scarlett Mahadeo	Student Rep – GWG Student Rep – SSS Student Rep – CSS

### 1. Call to Order

Chair Swankey called the meeting to order called the meeting to order at 4:01 p.m. – Welcome and Indigenous Land Acknowledgement.

### 2. Approval of Agenda

The Agenda was approved by unanimous consent.

### 3. Approval of Minutes

The minutes of the April 4, 2024 meeting were approved by unanimous consent.

#### 4. **Review of March Quarterly Financial Report**

Kevin Josephson, Manager of Financial Reporting and Analytics presented the March Quarterly Financial Report indicating a projected actual variance to budget of \$1,000,000.

#### 5. **Overview of Preliminary Budget 2024-25**

The Secretary Treasurer shared the committee's purpose as it relates to newly revised Policy 601 and accompanying Admin Procedure 601: Accumulated Operating Surplus.

The 2024-25 Annual Budget was presented and showed a total budget bylaw amount of \$235,274,048. Included in the budget is revenue for increases in salaries as well as an increase in salary expenses, of which COLA increases are not funded as well as any increases for PVP and educational admin employees.

The Secretary Treasurer reviewed the use of accumulated surplus to balance the budget and to maintain an accumulated surplus balance within the targeted range of 2 – 4% as per the newly revised policy.

Individual members provided feedback and there was consensus of the committee to recommend that the Board of Education allow the use of \$3,265,077 from the Accumulated Operating Surplus for the 2024-25 Budget.

The 2024-25 budget will be presented to the Board of Education on May 14, 2023 for first reading.

#### 6. **Overview of Process for Building Multi-Year Financial Plan**

The Secretary Treasurer shared the process for building the multi-year financial plan. This plan is revised annually and posted on the district's website here: <https://www.sd33.bc.ca/multi-year-financial-plans>.

#### 7. **Debrief of Budget Process**

Trustee Swankey led a conversation with the committee to solicit input regarding the budget process and the committee's involvement.

#### 8. **Adjournment**

The meeting was adjourned at 6:00 p.m., followed by a dinner provided in appreciation for the commitment and contributions to the Budget Advisory Committee this year.

## **BOARD OF EDUCATION**

### **INFORMATION REPORT**

**DATE:** May 14, 2024  
**TO:** Board of Education  
**FROM:** Simone Sangster, Secretary Treasurer  
**RE:** **BUDGET ADVISORY COMMITTEE REPORT**

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The Board of Education will receive the March 2024 Quarterly Report and Written Financial Report as presented to the Budget Advisory Committee on May 9, 2024.

# Chilliwack School District

Quarterly Financial Report - July 1, 2023 to March 31, 2024

OPERATING FUND	Year-to-Date Jul 1, 2023 to Mar 31, 2024				
	July to Mar ACTUALS	June 30, 2024 PROJECTED ACTUALS	AMENDED ANNUAL BUDGET 2023- 2024	Variance Favorable (Unfavorable)	Variance %
<b>REVENUE</b>					
Provincial Grants, Ministry of Education	122,906,941	176,108,148	176,561,015	(452,867)	-0.3%
LEA/Direct Funding From First Nations	1,953,868	2,791,232	2,791,232	-	0.0%
Provincial Grants, Other	167,776	188,347	200,000	(11,653)	-5.8%
International Student Tuition	1,552,439	2,179,039	2,020,000	159,039	7.9%
Other Revenue	641,377	703,204	583,280	119,924	20.6%
Rentals & Leases	159,081	199,097	150,000	49,097	32.7%
Investment Income	998,345	1,389,034	1,180,000	209,034	17.7%
<b>Total Revenue</b>	<b>128,379,827</b>	<b>183,558,101</b>	<b>183,485,527</b>	<b>72,574</b>	<b>0.0%</b>
<b>EXPENSE</b>					
Salaries					
Teachers	52,046,536	74,498,753	73,956,665	(542,088)	-0.7%
Principals & Vice-Principals	7,098,005	9,736,530	9,887,132	150,602	1.5%
Education Assistants	11,515,022	17,685,960	16,975,832	(710,128)	-4.2%
Support Staff	11,978,345	16,670,979	16,518,606	(152,373)	-0.9%
Other Professionals	2,955,436	4,087,778	4,231,042	143,264	3.4%
Substitutes	5,123,128	7,492,323	8,253,104	760,781	9.2%
<b>Total Salaries</b>	<b>90,716,472</b>	<b>130,172,324</b>	<b>129,822,381</b>	<b>(349,943)</b>	<b>-0.3%</b>
Employee Benefits	21,096,454	31,538,339	32,289,217	750,878	2.3%
<b>Total Salary &amp; Benefits</b>	<b>111,812,925</b>	<b>161,710,664</b>	<b>162,111,598</b>	<b>400,934</b>	<b>0.2%</b>
Services & Supplies	14,436,426	19,809,647	19,809,647	0	0.0%
<b>Total Expense</b>	<b>126,249,352</b>	<b>181,520,311</b>	<b>181,921,245</b>	<b>400,935</b>	<b>0.2%</b>
<b>Net Revenue (Expense)</b>	<b>2,130,475</b>	<b>2,037,789</b>	<b>1,564,282</b>	<b>473,508</b>	<b>30%</b>
School Surpluses Included	210,313	525,783	525,783	-	
Indigenous Ed Surplus Included	7,500	10,678	10,678	-	
Capital Asset Purchases		(1,635,726)	(1,542,655)	(93,071)	
Transfer from Capital Reserves	61,475	61,475	61,475	-	
<b>Surplus (Deficit) for Year</b>	<b>2,409,763</b>	<b>1,000,000</b>	<b>619,563</b>	<b>380,438</b>	<b>-</b>



# Quarterly Financial Report March 31, 2024

April 30, 2024

This report is provided in accordance with [Policy 610](#): Financial Planning and Reporting Policy; “Throughout the fiscal year, management will provide regular reporting which will compare actual and forecasted expenditures to the budget plan.”

This report is based on our Amended Budget.

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

## REVENUES

**Provincial Grants, Ministry of Education** – Amount received through government grants reflects the results of the recent enrollment audit performed by the Ministry of Education and Child Care, which identified \$451,349 of reductions.

**LEA/Direct Funding From First Nations** – Amended budget and First Nation invoicing amounts have been adjusted to match the last reported nominal roll count of students and the Ministry per pupil amount.

**Provincial Grants, Other** – The variance is in Skilled Trades BC grants for students enrolled in Trades Programs which are expected to come in a little below budget.

**International Students** – International student numbers are expected to come in \$160,000 higher than budgeted as demand in the program is strong. This year we have 180 students (141 FTE) from 23 countries.

**Rental & Leases** – Rental income has done much better in the second half of this school year and we anticipate it will finish over budget.

**Investment Income** – Investment Income will finish the year around \$200,000 over budget thanks to interest rates being higher than budgeted.



## WAGES & BENEFITS

**Teachers** – The teacher wage expense is projected to be over budget by \$542,000. Approximately \$291,000 of the increase is the average teacher wage coming in \$370 over the budgeted amount. We continue to analyze this expenditure.

**Principals & Vice-Principals** – The Principal and Vice-Principal wage expense is in line with budget. The budget includes one PVP who is on leave without pay.

**Education Assistants** – As mentioned on December's report, we were able to fully cover EA vacancies and be responsive to the growing support needs at schools. Additionally the number of EA's has increased throughout the year. Increased numbers and fewer unfilled positions means cost has exceeded budget.

**Support Staff** – Support staff expenses are tracking close to budget for the year.

**Other Professionals** – Other Professionals savings include the delayed hiring of the budgeted managerial positions.

**Substitutes** – Substitute expense is \$890,000 higher comparing March 31 2023 to March 2024. An increase in substitute costs was expected and budgeted for. We project that we will finish the year \$761,000 under the higher budget amount. Substitute costs are up due to the better availability of replacement EA's this year, non-certified TOC's being available from the beginning of the year, and the wage increases. In addition, more teachers were hired through increased CEF funding resulting in an increase in the number of staff who might require substitutes.

**Employee Benefits** – Employee benefits are expected to be under budget for the year. Benefits were budgeted to be up 16.0% compared to last year and are currently tracking at a 14.9% increase year over year.

## SERVICES & SUPPLIES

**Service and Supplies** are projected to finish the year at or near the budgeted allocation. Currently spending is tracking a little under budget but the expectation is spending will increase to budgeted levels.

## OTHER ITEMS

**School Surpluses Included** – School Surpluses – Chilliwack schools are provided a budget from which they may purchase services, supplies, and some additional staffing. The District’s policy is to allow schools to carryover surpluses and deficits across years. This supports multiyear planning and removes the incentive to use all of the funding in one particular year or lose it. Each year, any surplus is included in the district’s operating (internally restricted) reserve and may be used the following year.

**Indigenous Ed Surplus** – The supplemental Indigenous Ed funding is targeted, and must, therefore, be spent for indigenous programs. Any unspent amount is carried over as part of the district’s operating (internally restricted) reserve and may be used the following year.

**Capital Asset Purchases** – Funds designated to be spent on capital equipment, vehicles, and portables are transferred from the operating fund to the capital fund where the value of the asset is recorded once it is purchased.

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# TRUSTEE REPORT

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Trustee: David Swankey

Report Date: May 8<sup>th</sup>, 2024

## 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 12<sup>th</sup> – Attended BCSTA Training Session in anticipation of AGM.
- April 12<sup>th</sup> – Met with FV Branch Exec members to prep for Branch mtg at BCSTA AGM
- April 15<sup>th</sup> – Attended Board Authority Authorized (BAA) Committee mtg as board liaison.
- April 15<sup>th</sup> – Attended Sardis Secondary PAC mtg as board liaison.
- April 16<sup>th</sup> – Recorded Commencement congratulations message to graduates.
- April 17<sup>th</sup>-20<sup>th</sup> – Attended BCSTA AGM.
  - Chaired BCSTA Bylaw Review Committee mtg Wednesday evening both to prep for proposed bylaw amendments being deliberated by the assembly and to review the proposed work plan for the year ahead.
  - Chaired FV Branch mtg Friday morning as Branch President. The agenda was brief, discussion highlighted motions coming forward from FV Branch, Branch member boards, and BCSTA Committee work.
  - Chaired BCSTA Legislative mtg on Friday to review and finalize late motions for consideration on Saturday. Reviewed the final oral-report delivered to the assembly as committee chair.
  - Three bylaw changes were brought forward and approved by the assembly on Saturday; amendments arose from recommendations of the BCSTA Bylaw Review Committee and were brought forward by the Associations Board of Directors. If there are questions members have about the impact of the now approved changes, I'm happy to connect and review the committee report, recommendations, and rationale.
- April 23<sup>rd</sup> – Attended Board Learning Session.
  - <https://sd33.bc.ca/board-strategic-learning-sessions-2023-2024>
- April 23<sup>rd</sup> – Attended Board/Student Leadership presentation and discussion.
- April 27<sup>th</sup> – Attended ART33 opening reception at the Chilliwack Cultural Centre.
  - <https://www.chilliwackculturalcentre.ca/cc-event/art-33/2024-04-27/>
- April 30<sup>th</sup> – Attended Board/Chilliwack Community Services meeting.
- April 30<sup>th</sup> – Joined members of the Board in Governor-to-Governor meeting with First Nations Leadership.
- May 7<sup>th</sup> – Visited Central Elementary to observe their Resiliency Class.
- May 7<sup>th</sup> – Met with Central Elementary Preschool to discuss early learning opportunities offered by the CCECSS
- May 7<sup>th</sup> – Attended Special In-Camera Board Mtg.
- May 7<sup>th</sup> – Attended District hosted Athletics Recognition Gala.

## UPCOMING EVENTS OF INTEREST TO THE BOARD

- May 30<sup>th</sup>-June 1<sup>st</sup> – Inclusion BC Annual Conference
  - <https://inclusionbc.org/our-services/conference/>
- Nov 21<sup>st</sup>-23<sup>rd</sup> – BCSTA Academy
- Dec 12<sup>th</sup>-14<sup>th</sup> – FNEESC Annual Education Conference
- Jan-Dec – Xwelítəm Siyáya: Allyship and Reconciliation Building facilitated by UFV
  - <https://www.ufv.ca/peace-and-reconciliation/allyship-building-program/>

# TRUSTEE REPORT

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Trustee: Teri Westerby

Report Date: May 9, 2024

## 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 17<sup>th</sup> – Recorded commencement video
- April 18 to 21 – BCSTA AGM & Conference
- April 23<sup>rd</sup> – Board Learning Session
- April 23<sup>rd</sup> – Board & Student Engagement Lunch at Alumni Hall
- April 24<sup>th</sup> – Visited the 2<sup>nd</sup> annual Glow Up to show support for the staff and students.
- April 25<sup>th</sup> – Attended DPAC meeting as Board representative.
- April 30<sup>th</sup> – Lunch meeting with Chilliwack Community Services to discuss the support given in schools.
- April 30<sup>th</sup> – Governor to Governor board meeting.
- May 7<sup>th</sup> – Special In-Camera meeting

## **BOARD OF EDUCATION**

### **INFORMATION REPORT**

**DATE:** May 14, 2024  
**TO:** Board of Education  
**FROM:** Margaret Reid, BCSTA Representative  
**RE:** **BCSTA REPORT**

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Margaret Reid, BCSTA Representative, will provide a BCSTA update.

## BOARD OF EDUCATION

### DECISION REPORT

**DATE:** May 14, 2024  
**TO:** Board of Education  
**FROM:** Simone Sangster, Secretary Treasurer  
**RE:** **2024-25 ANNUAL BUDGET – FIRST READING**

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#### **RECOMMENDATION:**

##### **Annual Budget Bylaw**

THAT the Board of Education approve the first reading of the Annual Budget of the Board for the fiscal year 2024/25, per below:

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 2024/25 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* 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 2024/25.
3. The attached "Statement 2" showing the estimated revenue and expense for the 2024/2025 fiscal year and the total budget bylaw amount of \$235,471,828 for the 2024/25 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 2024/25.

##### **Use of Accumulated Surplus, Policy 601**

THAT the Board of Education allow use of \$3,265,077 from the Accumulated Operating Surplus for the 2024-25 Budget.

## **BACKGROUND:**

As required under the School Act, the Board must adopt its budget bylaw for the next fiscal year on or before June 30 for submission to the Ministry on that date. The budget presented in this packet, for your consideration, balances estimated expenses to forecasted revenues and use of accumulated surplus. It is presented in the form specified by the Minister of Education and Child Care, and is in the amount of \$235,471,828.

### *Budget Preparation*

Policy 162 describes the Board's consultation process. In accordance with this policy, the Budget Advisory Committee met on April 4, 2024 to review plans for public consultation, and review enrollment and staffing projections (key budget assumptions were reviewed); and on May 9, 2024 to review the budget presented in the board packet today. Additionally, the method of ongoing budget consultation and key budget assumptions were reviewed at the Board's April 16, 2024 meeting, which contained a specified set aside time for public comment. No changes were made to the assumptions or plan as a result of these reviews. We also advertised on multiple media platforms providing a venue for public feedback through the district's public engagement email [letstalksd33@sd33.bc.ca](mailto:letstalksd33@sd33.bc.ca).

The budget process outlined above reflects the final deliberations on the budget and are the result of ongoing consultation with management and leaders, partner groups and the board, as well as the extensive discussions on amended budget all of which are aligned with the assessed educational priorities as described in the strategic plan.

### *Budget Summary*

The budget reflects the current legal picture of the district, which may not include all of the provincial funding that the district will receive for the 2024-25 fiscal year. We anticipate that the Ministry will announce additional funding for salary increases at the end of June 2024, after the date of our budget approval cycle. Accordingly, we draw the board's attention to the different scenarios that we present for the budget in the Budget Presentation.

The most likely scenario (Scenario 1) includes additional funding for salary increases for CTA members, CUPE members, and exempt staff. This scenario presents a net use of accumulated surplus of approximately \$1,925,000, after using internally restricted funds and brings our contingency balance as a percentage of expenses to 2.92% by June 30, 2025. This use of surplus reflects the educational initiatives that have been presented to the board. Staff proposes to use accumulated surplus to invest in educational initiatives and evaluate for what is supporting the strategic goals of the District. In line, with the new policy and procedure 601 Accumulated Operating Surplus, we request that the board approve a separate motion regarding the use of surplus, as proposed in this budget.

### Attachments:

Annual Budget Bylaw for 2024-25

School District Annual Budget Fiscal Year 2024-25

2024-25 Budget Presentation – Public Board Meeting May 14

# 2024-25 ANNUAL BUDGET

May 14, 2024  
School Board Meeting



**Chilliwack  
School District**





# Amended Budget

Current Year

Sept 30  
Student Count



## Oct-Jan

Budgets are reviewed & amended to reflect the Sep 30<sup>th</sup> 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 MoECC by **Feb 28**

Oct

Nov

Dec

Jan

Feb

Mar

Apr

May

June

Jul

We are here



## Nov - Feb

Annual budget planning begins for the next school year including input from staff and the Board. Budget Advisory Committee advises on Public Budget Presentation.



## 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

Annual Budget to the Board of Education for 3 readings.



Annual Budget due to MoECC by **Jun 30**

# Annual Budget

Next Year



MoECC Next Year Funding Announcement

# Policy 601 and Admin Procedure 601: Accumulated Operating Surplus

The Budget Advisory Committee has provided a recommendation on the reports describing the use of the Accumulated Operating Surplus and Local Capital

The report will include the following:

*Opening Balance*

*Planned Uses*

*Actual Uses*

*Closing Balances by category of use identified in the policy*

*Expected timelines for use*



# High-level Budget Summary

- Overarching purpose
  - Meet operational requirements
  - Align with Strategic Plan
  - Implement educational initiatives
- Conservative estimates to support careful stewardship of funds
- Class size and composition informs staffing
- Operating Surplus needed to balance the budget

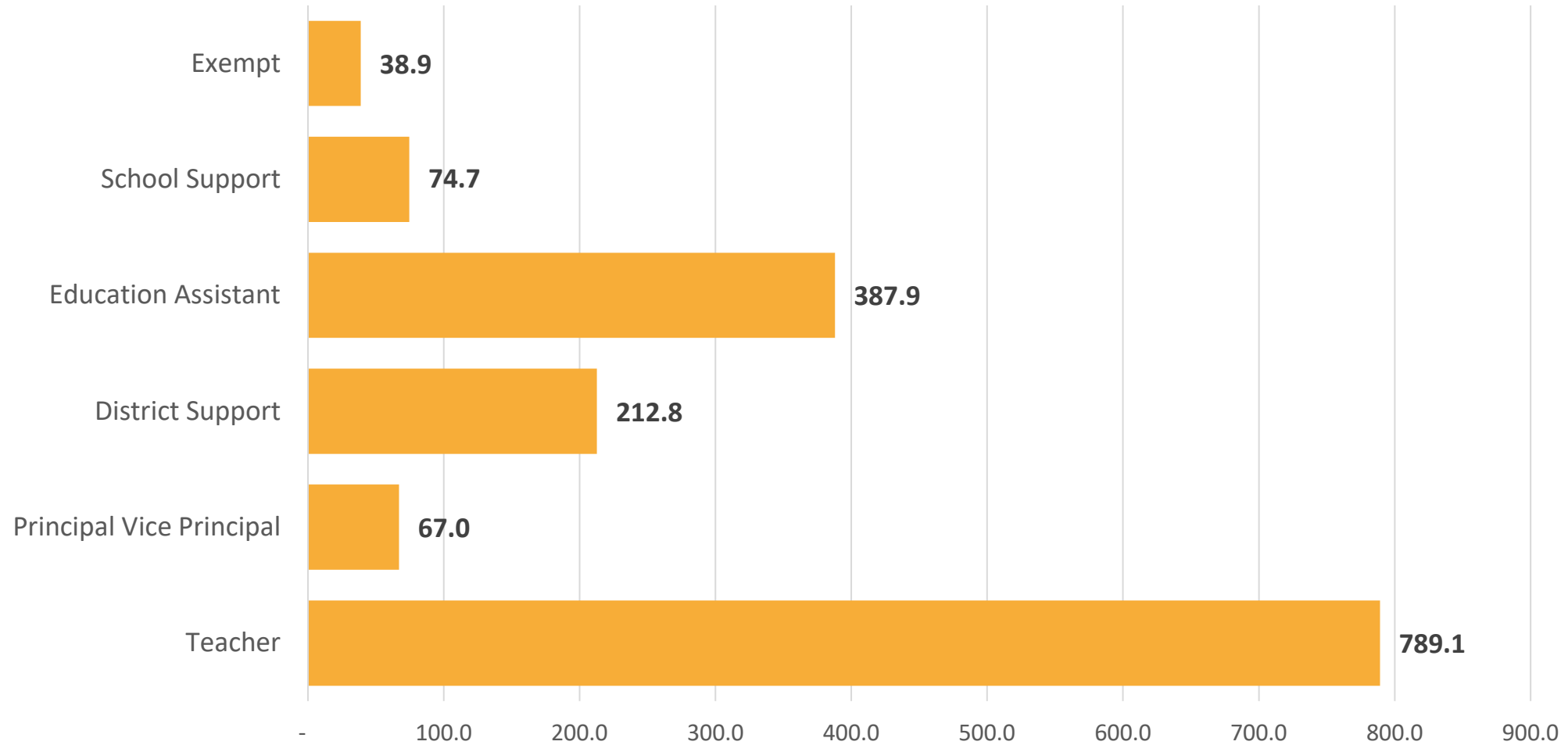
# Operating Budget

## 2024-25 Budget Changes

(in Thousands '\$000)	Revenues	Expenses	Surplus (Deficit)
<b>Amended 2023-24 Budget</b>	183,486	(181,922)	1,564
<b>Changes</b>			
Enrolment increase	1,114	(837)	277
2024-25 Wage/Collective Agreement 2% (excl PVP)	2,798	(3,174)	(376)
PVP Salary increase 2%		(230)	(230)
2024-25 COLA 1% for all staff		(1,425)	(1,425)
Increase in Average Teachers Salaries		(1,315)	(1,315)
Increase in Benefits for service level staff	700	(1,549)	(849)
Recovery of Prior One Time Items		778	778
One Time Items		(231)	(231)
Programatic Changes: Staffing and Supplies		(599)	(599)
International Program	361	(141)	220
Services and Supplies		(574)	(574)
Other – other rev, rent, interest	438	-	438
<b>DRAFT 2024-25 Budget</b>	<b>188,897</b>	<b>(191,219)</b>	<b>(2,322)</b>



# Preliminary Staff by Group, projected



# Non-Enrolling Non-Ratio Staffing

Positions	FTE
Teacher Leaders & Release – Literacy	16.0
Teacher Leaders & Release - Numeracy	3.6
Teacher Leaders	1.2
IDEA teacher, integrated care, attendance, inclusive ed	4.0
Vision and Hearing Teachers	3.6
Speech Pathologists	8.2
Psychologists	5.9
<b>Total FTE</b>	<b>50.5</b>
<b>Total cost at average teacher cost \$123,000</b>	<b>\$6.2 million</b>

# Employee Benefits

Employee Benefit	2023/24 Amended	2024/25 Annual	Change 23/24 to 24/25
Canada Pension Plan (CPP)	5.70%	5.95%	4.39%
Employment Insurance (EI)	2.11%	2.15%	1.90%
Employer Health Tax (EHT)	1.95%	1.95%	0.00%
Pension Plan - Municipal	9.31%	9.31%	0.00%
Pension Plan – Teachers	11.30%	11.30%	0.00%
WorkSafeBC	1.48%	1.67%	12.84%
Extended Health	\$1,867	\$2,270	21.59%
Dental	\$1,620	\$1,927	18.95%



# What is in the budget?

In Thousands ('\$000)	Revenue	Expense
2.0% increase in salary for unionized employees	✓	✓
2.0% increase in salary for exempt employees	✓	✓
2.0% increase in salary for PVP and education administrative employees		✓
COLA 1.0% increase in salary for unionized employees		✓
COLA 1.0% increase in salary for exempt employees		✓
COLA 1.0% increase in salary for PVP and education administrative employees		✓





# Use of Accumulated Surplus

In Thousands ('\$000)	Operating Fund		
	2022-23	2023-24 Amended	2024-25 Annual
Total Revenue	165,587	183,486	188,897
Total Expenditure	(163,861)	(181,922)	(191,219)
<b>Net Revenue (Expense)</b>	1,726	1,564	(2,322)
Transfer to Local Capital	(495)	(1,481)	(947)
<b>Contribution (Use) Appropriated Surplus</b>	<b>1,231</b>	<b>83</b>	<b>(3,269)</b>



# Accumulated Surplus, Operating Fund

In Thousands ('\$000)	2022-23 Actual	2023-24 Projected	2024-25 Budgeted
<b>Operating Fund Accumulated Surplus, opening balance (total)</b>	<b>5,751</b>	<b>6,982</b>	<b>7,513</b>
Less: Internally restricted	984	526	0
• School-based Carry Forwards			
• Indigenous Education Targeted Funds Unspent	11	0	0
• International Support	30	30	0
<b>Total Internally Restricted</b>	<b>(1,025)</b>	<b>(556)</b>	<b>0</b>
<b>Contribution (Use) Appropriated Surplus</b>	<b>1,231</b>	<b>531</b>	<b>(3,269)</b>
<b>Total Unrestricted Accumulated Surplus</b>	<b>5,957</b>	<b>6,957</b>	<b>4,244</b>
<b>Unrestricted Operating Surplus Contingency</b>	<b>5,957</b>	<b>6,957</b>	<b>4,244</b>
<b>Contingency as a Percentage of Operating Expenses</b>	<b>3.6%</b>	<b>3.83%</b>	<b>2.22%</b>

**Operating Surplus** is the excess of operating revenues over operating expenses less inter-fund transfers.

**Accumulated Surplus** is a layer of protection and may be used for one-time expenditures or set aside for strategic objectives.

Contingency target = 3.0% (Procedure 601)



# Operating Fund, with and without additional Revenue

In Thousands ("\$000)	As budgeted	Scenario 1	Scenario 2
Revenue for CPI 1.0% for unionized and exempt		✓	✓
Revenue for 3.0% for PVP and education admin.			✓
Total Revenue	188,897	190,241	190,586
Total Expenditure	(191,219)	(191,219)	(191,219)
<b>Net Revenue (Expense)</b>	(2,322)	(978)	(633)
Transfer to Local Capital	(947)	(947)	(947)
<b>Contribution (Use) Appropriated Surplus</b>	<b>(3,269)</b>	<b>(1,925)</b>	<b>(1,580)</b>
Transfers from Internally Restricted Funds – use of one-time reserves	556	556	556
Contingency as a percentage of Operating Expenditure	2.22%	2.92%	3.10%

# Special Purpose Funding

Fund	2023-24 Budget	2024-25 Budget
Annual Facilities Grant	\$ 456,617	\$ 456,617
Learning Improvement Fund	638,668	650,389
School Trust & Scholarship Funds	3,670,000	3,670,000
Early Learning Funds	561,100	275,450
French Language (OLEP)	317,941	152,262
Community Link	764,105	771,423
Classroom Enhancement Funds	20,334,886	20,429,144
School Food Programs	1,769,556	1,789,043
Other	166,438	0
	<b>\$ 28,679,311</b>	<b>\$ 28,194,328</b>

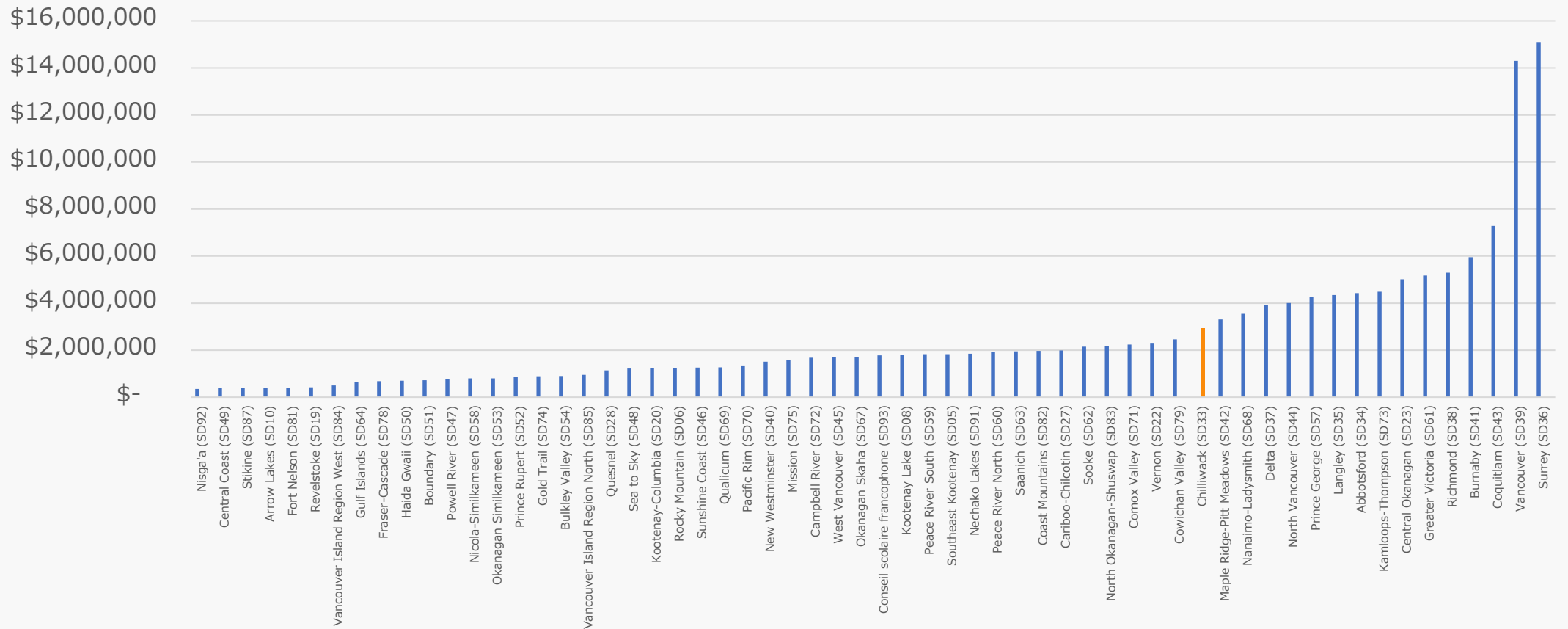


# Local Capital Expenditures

	Local Capital
Vehicles	\$ 340,000
Equipment	245,000
Custodial Equipment	58,500
Cessna Renovations	203,500
Property Search	100,000
	<b>\$ 947,000</b>



# Minor Capital Projects Approved for 2024-25





# Multi-Year Financial Plan

2024/25 – 2026/27

## Chilliwack School District Three Year Budget Projection

OPERATING FUND <i>in thousands (\$'000)</i>	Annual Projections 2024/25 to 2026/27		
	2024/25	2025/26	2026/27
<b>Total Revenue</b>	<b>188,897</b>	<b>192,476</b>	<b>196,175</b>
<b>EXPENSE</b>			
Salaries			
Teachers	78,037	79,588	81,170
Principals & Vice-Principals	10,128	10,329	10,690
Education Assistants	17,809	18,139	18,496
Support Staff	17,502	18,096	18,534
Other Professionals	4,812	4,978	5,148
Substitutes	8,224	8,389	8,558
<b>Total Salaries</b>	<b>136,513</b>	<b>139,520</b>	<b>142,596</b>
Employee Benefits	34,943	36,048	36,894
<b>Total Salary &amp; Benefits</b>	<b>171,457</b>	<b>175,568</b>	<b>179,489</b>
Services & Supplies	19,762	20,013	20,540
<b>Total Expense</b>	<b>191,219</b>	<b>195,580</b>	<b>200,030</b>
<b>Net Revenue (Expense)</b>	<b>(2,322)</b>	<b>(3,104)</b>	<b>(3,855)</b>



# Annual Budget – Statement 2

## School District No. 33 (Chilliwack)

Statement 2

Annual Budget - Revenue and Expense

Year Ended June 30, 2025

	2025 Annual Budget	2024 Amended Annual Budget
<b>Budget Bylaw Amount</b>		
Operating - Total Expense	191,218,969	181,921,516
Special Purpose Funds - Total Expense	29,012,118	29,571,064
Capital Fund - Total Expense	14,293,741	14,091,049
Capital Fund - Tangible Capital Assets Purchased from Local Capital	947,000	1,542,655
<b>Total Budget Bylaw Amount</b>	<b>235,471,828</b>	<b>227,126,284</b>





# Annual Budget Motions 2024-25

Two approvals, interdependent

Policy 601: Accumulated Operating Surplus

1. Separate motion regarding utilization of surplus

Policy 600: Financial Planning and Reporting

2. Approval of the Annual Budget



Annual Budget

**School District No. 33 (Chilliwack)**

June 30, 2025

DRAFT

# School District No. 33 (Chilliwack)

June 30, 2025

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

# ANNUAL BUDGET BYLAW

A Bylaw of THE BOARD OF EDUCATION OF SCHOOL DISTRICT NO. 33 (CHILLIWACK) (called the "Board") to adopt the Annual Budget of the Board for the fiscal year 2024/2025 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 and Child Care 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 2024/2025.
3. The attached Statement 2 showing the estimated revenue and expense for the 2024/2025 fiscal year and the total budget bylaw amount of \$235,471,828 for the 2024/2025 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 2024/2025.

READ A FIRST TIME THE \_\_\_\_\_ DAY OF \_\_\_\_\_, 2024;

READ A SECOND TIME THE \_\_\_\_\_ DAY OF \_\_\_\_\_, 2024;

READ A THIRD TIME, PASSED AND ADOPTED THE \_\_\_\_\_ DAY OF \_\_\_\_\_, 2024;

( Corporate Seal )

\_\_\_\_\_  
Chairperson of the Board

\_\_\_\_\_  
Secretary Treasurer

I HEREBY CERTIFY this to be a true original of School District No. 33 (Chilliwack) Annual Budget Bylaw 2024/2025, adopted by the Board the \_\_\_\_\_ DAY OF \_\_\_\_\_, 2024.

\_\_\_\_\_  
Secretary Treasurer

# School District No. 33 (Chilliwack)

Statement 2

Annual Budget - Revenue and Expense

Year Ended June 30, 2025

	2025 Annual Budget	2024 Amended Annual Budget
<b>Ministry Operating Grant Funded FTE's</b>		
School-Age	15,394.655	15,317.500
Adult	13.750	20.500
Other	98.875	98.880
<b>Total Ministry Operating Grant Funded FTE's</b>	<u>15,507.280</u>	<u>15,436.880</u>
<b>Revenues</b>	\$	\$
Provincial Grants		
Ministry of Education and Child Care	208,686,707	204,752,428
Other	200,000	304,163
Municipal Grants Spent on Sites	3,000,000	
Tuition	2,380,803	2,020,000
Other Revenue	7,393,358	7,001,612
Rentals and Leases	150,000	150,000
Investment Income	1,563,989	1,230,000
Amortization of Deferred Capital Revenue	10,471,166	9,842,649
<b>Total Revenue</b>	<u>233,846,023</u>	<u>225,300,852</u>
<b>Expenses</b>		
Instruction	189,717,497	182,617,211
District Administration	6,514,218	5,864,322
Operations and Maintenance	32,378,376	31,657,060
Transportation and Housing	5,914,737	5,445,036
<b>Total Expense</b>	<u>234,524,828</u>	<u>225,583,629</u>
<b>Net Revenue (Expense)</b>	<u>(678,805)</u>	<u>(282,777)</u>
<b>Budgeted Allocation (Retirement) of Surplus (Deficit)</b>	3,265,077	536,461
<b>Budgeted Surplus (Deficit), for the year</b>	<u>2,586,272</u>	<u>253,684</u>
<b>Budgeted Surplus (Deficit), for the year comprised of:</b>		
Operating Fund Surplus (Deficit)		619,292
Special Purpose Fund Surplus (Deficit)		
Capital Fund Surplus (Deficit)	2,586,272	(365,608)
<b>Budgeted Surplus (Deficit), for the year</b>	<u>2,586,272</u>	<u>253,684</u>

# School District No. 33 (Chilliwack)

Annual Budget - Revenue and Expense

Year Ended June 30, 2025

	2025 Annual Budget	2024 Amended Annual Budget
<b>Budget Bylaw Amount</b>		
Operating - Total Expense	191,218,969	181,921,516
Special Purpose Funds - Total Expense	29,012,118	29,571,064
Capital Fund - Total Expense	14,293,741	14,091,049
Capital Fund - Tangible Capital Assets Purchased from Local Capital	947,000	1,542,655
<b>Total Budget Bylaw Amount</b>	<b>235,471,828</b>	<b>227,126,284</b>

## 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, 2025

	2025 Annual Budget	2024 Amended Annual Budget
	\$	\$
<b>Surplus (Deficit) for the year</b>	<u>(678,805)</u>	<u>(282,777)</u>
<b>Effect of change in Tangible Capital Assets</b>		
Acquisition of Tangible Capital Assets		
From Local Capital	(947,000)	(1,542,655)
From Deferred Capital Revenue	(35,051,670)	(9,819,614)
<b>Total Acquisition of Tangible Capital Assets</b>	<u>(35,998,670)</u>	<u>(11,362,269)</u>
Amortization of Tangible Capital Assets	11,831,894	11,689,437
<b>Total Effect of change in Tangible Capital Assets</b>	<u>(24,166,776)</u>	<u>327,168</u>
	<u>-</u>	<u>-</u>
<b>(Increase) Decrease in Net Financial Assets (Debt)</b>	<u>(24,845,581)</u>	<u>44,391</u>

DRAFT

# School District No. 33 (Chilliwack)

Annual Budget - Operating Revenue and Expense  
Year Ended June 30, 2025

	2025 Annual Budget	2024 Amended Annual Budget
	\$	\$
<b>Revenues</b>		
Provincial Grants		
Ministry of Education and Child Care	180,882,742	176,561,015
Other	200,000	200,000
Tuition	2,380,803	2,020,000
Other Revenue	3,773,358	3,374,512
Rentals and Leases	150,000	150,000
Investment Income	1,513,989	1,180,000
<b>Total Revenue</b>	<b>188,900,892</b>	<b>183,485,527</b>
<b>Expenses</b>		
Instruction	161,334,786	154,077,786
District Administration	6,514,218	5,864,322
Operations and Maintenance	18,367,693	17,390,871
Transportation and Housing	5,002,272	4,588,537
<b>Total Expense</b>	<b>191,218,969</b>	<b>181,921,516</b>
<b>Net Revenue (Expense)</b>	<b>(2,318,077)</b>	<b>1,564,011</b>
<b>Budgeted Prior Year Surplus Appropriation</b>	<b>3,265,077</b>	<b>536,461</b>
<b>Net Transfers (to) from other funds</b>		
Local Capital	(947,000)	(1,481,180)
<b>Total Net Transfers</b>	<b>(947,000)</b>	<b>(1,481,180)</b>
<b>Budgeted Surplus (Deficit), for the year</b>	<b>-</b>	<b>619,292</b>



# School District No. 33 (Chilliwack)

Annual Budget - Schedule of Operating Revenue by Source  
Year Ended June 30, 2025

	2025 Annual Budget	2024 Amended Annual Budget
	\$	\$
<b>Provincial Grants - Ministry of Education and Child Care</b>		
Operating Grant, Ministry of Education and Child Care	183,683,479	174,468,587
ISC/LEA Recovery	(3,239,041)	(2,791,232)
Other Ministry of Education and Child Care Grants		
Pay Equity	864,624	864,624
Funding for Graduated Adults	5,000	5,000
Student Transportation Fund	329,456	329,456
Support Staff Benefits Grant	220,285	216,448
FSA Scorer Grant	14,329	14,329
Labour Settlement Funding		2,953,803
February supplemental special education enrolment		500,000
Reduction in Operating Grant for February enrollment estimate	(504,640)	
Reduction in Operating Grant for secondary adjustment from audit	(445,750)	
Reduction in Operating Grant for Adult Education adjustment from audit	(45,000)	
<b>Total Provincial Grants - Ministry of Education and Child Care</b>	<b>180,882,742</b>	<b>176,561,015</b>
<b>Provincial Grants - Other</b>	<b>200,000</b>	<b>200,000</b>
<b>Tuition</b>		
International and Out of Province Students	2,380,803	2,020,000
<b>Total Tuition</b>	<b>2,380,803</b>	<b>2,020,000</b>
<b>Other Revenues</b>		
Funding from First Nations	3,239,041	2,791,232
Miscellaneous		
Bus Fees	321,037	370,000
Energy Program	30,000	30,000
Other Miscellaneous	183,280	183,280
<b>Total Other Revenue</b>	<b>3,773,358</b>	<b>3,374,512</b>
<b>Rentals and Leases</b>	<b>150,000</b>	<b>150,000</b>
<b>Investment Income</b>	<b>1,513,989</b>	<b>1,180,000</b>
<b>Total Operating Revenue</b>	<b>188,900,892</b>	<b>183,485,527</b>

# School District No. 33 (Chilliwack)

Annual Budget - Schedule of Operating Expense by Object  
Year Ended June 30, 2025

	2025 Annual Budget	2024 Amended Annual Budget
	\$	\$
<b>Salaries</b>		
Teachers	78,037,189	73,956,665
Principals and Vice Principals	10,128,207	9,887,132
Educational Assistants	17,809,164	16,975,830
Support Staff	17,502,436	16,518,611
Other Professionals	4,812,098	4,231,309
Substitutes	8,224,053	8,253,103
<b>Total Salaries</b>	<b>136,513,147</b>	<b>129,822,650</b>
<b>Employee Benefits</b>	<b>34,943,434</b>	<b>32,289,218</b>
<b>Total Salaries and Benefits</b>	<b>171,456,581</b>	<b>162,111,868</b>
<b>Services and Supplies</b>		
Services	5,117,328	5,170,206
Student Transportation	50,800	104,800
Professional Development and Travel	1,365,760	1,406,460
Rentals and Leases	25,200	25,000
Dues and Fees	362,900	271,331
Insurance	349,308	360,757
Supplies	9,836,592	9,841,594
Utilities	2,654,500	2,629,500
<b>Total Services and Supplies</b>	<b>19,762,388</b>	<b>19,809,648</b>
<b>Total Operating Expense</b>	<b>191,218,969</b>	<b>181,921,516</b>

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# School District No. 33 (Chilliwack)

Annual Budget - Operating Expense by Function, Program and Object

Year Ended June 30, 2025

	Teachers Salaries	Principals and Vice Principals Salaries	Educational Assistants Salaries	Support Staff Salaries	Other Professionals Salaries	Substitutes Salaries	Total Salaries
	\$	\$	\$	\$	\$	\$	\$
<b>1 Instruction</b>							
1.02 Regular Instruction	63,183,696	749,866		801,199		4,827,929	69,562,690
1.03 Career Programs				964,057		565	964,622
1.07 Library Services	1,812,033	74,987		27,484		56,902	1,971,406
1.08 Counselling	2,975,195					25,002	3,000,197
1.10 Inclusive Education	7,852,147	749,866	16,256,956	702,981		1,775,495	27,337,445
1.30 English Language Learning	693,614					6,860	700,474
1.31 Indigenous Education	1,267,573		1,525,823		111,463	186,620	3,091,479
1.41 School Administration		8,253,542		2,950,722	629,024	233,465	12,066,753
1.60 Summer School	150,786		26,385				177,171
1.61 Continuing Education							-
1.62 International and Out of Province Students	102,145	149,973		55,846	76,801		384,765
1.64 Other				87,756			87,756
<b>Total Function 1</b>	<b>78,037,189</b>	<b>9,978,234</b>	<b>17,809,164</b>	<b>5,590,045</b>	<b>817,288</b>	<b>7,112,838</b>	<b>119,344,758</b>
<b>4 District Administration</b>							
4.11 Educational Administration					1,003,905		1,003,905
4.40 School District Governance					178,677		178,677
4.41 Business Administration		149,973		783,014	1,933,236	755	2,866,978
<b>Total Function 4</b>	<b>-</b>	<b>149,973</b>	<b>-</b>	<b>783,014</b>	<b>3,115,818</b>	<b>755</b>	<b>4,049,560</b>
<b>5 Operations and Maintenance</b>							
5.41 Operations and Maintenance Administration				95,737	656,066		751,803
5.50 Maintenance Operations				7,509,533		886,345	8,395,878
5.52 Maintenance of Grounds				1,027,031		33,616	1,060,647
5.56 Utilities							-
<b>Total Function 5</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>8,632,301</b>	<b>656,066</b>	<b>919,961</b>	<b>10,208,328</b>
<b>7 Transportation and Housing</b>							
7.41 Transportation and Housing Administration				270,749	222,926		493,675
7.70 Student Transportation				2,226,327		190,499	2,416,826
<b>Total Function 7</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>2,497,076</b>	<b>222,926</b>	<b>190,499</b>	<b>2,910,501</b>
<b>9 Debt Services</b>							
<b>Total Function 9</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total Functions 1 - 9</b>	<b>78,037,189</b>	<b>10,128,207</b>	<b>17,809,164</b>	<b>17,502,436</b>	<b>4,812,098</b>	<b>8,224,053</b>	<b>136,513,147</b>

# School District No. 33 (Chilliwack)

Annual Budget - Operating Expense by Function, Program and Object

Year Ended June 30, 2025

	Total Salaries	Employee Benefits	Total Salaries and Benefits	Services and Supplies	2025 Annual Budget	2024 Amended Annual Budget
	\$	\$	\$	\$	\$	\$
<b>1 Instruction</b>						
1.02 Regular Instruction	69,562,690	17,401,048	86,963,738	8,106,395	95,070,133	92,670,393
1.03 Career Programs	964,622	290,566	1,255,188	476,900	1,732,088	1,550,028
1.07 Library Services	1,971,406	502,869	2,474,275	150,448	2,624,723	2,536,889
1.08 Counselling	3,000,197	770,034	3,770,231		3,770,231	3,325,829
1.10 Inclusive Education	27,337,445	7,544,974	34,882,419	722,880	35,605,299	32,863,731
1.30 English Language Learning	700,474	179,985	880,459	20,610	901,069	866,834
1.31 Indigenous Education	3,091,479	847,035	3,938,514	1,228,815	5,167,329	5,032,550
1.41 School Administration	12,066,753	2,855,135	14,921,888	143,492	15,065,380	13,816,065
1.60 Summer School	177,171	43,835	221,006	9,000	230,006	220,164
1.61 Continuing Education	-		-	6,000	6,000	5,750
1.62 International and Out of Province Students	384,765	101,212	485,977	508,575	994,552	1,029,558
1.64 Other	87,756	24,880	112,636	55,340	167,976	159,995
<b>Total Function 1</b>	<b>119,344,758</b>	<b>30,561,573</b>	<b>149,906,331</b>	<b>11,428,455</b>	<b>161,334,786</b>	<b>154,077,786</b>
<b>4 District Administration</b>						
4.11 Educational Administration	1,003,905	212,968	1,216,873	218,600	1,435,473	1,425,486
4.40 School District Governance	178,677		178,677	268,064	446,741	367,421
4.41 Business Administration	2,866,978	725,356	3,592,334	1,039,670	4,632,004	4,071,415
<b>Total Function 4</b>	<b>4,049,560</b>	<b>938,324</b>	<b>4,987,884</b>	<b>1,526,334</b>	<b>6,514,218</b>	<b>5,864,322</b>
<b>5 Operations and Maintenance</b>						
5.41 Operations and Maintenance Administration	751,803	171,473	923,276	289,141	1,212,417	1,638,692
5.50 Maintenance Operations	8,395,878	2,178,190	10,574,068	2,149,708	12,723,776	11,495,019
5.52 Maintenance of Grounds	1,060,647	272,353	1,333,000	444,000	1,777,000	1,627,660
5.56 Utilities	-		-	2,654,500	2,654,500	2,629,500
<b>Total Function 5</b>	<b>10,208,328</b>	<b>2,622,016</b>	<b>12,830,344</b>	<b>5,537,349</b>	<b>18,367,693</b>	<b>17,390,871</b>
<b>7 Transportation and Housing</b>						
7.41 Transportation and Housing Administration	493,675	127,566	621,241	119,750	740,991	715,232
7.70 Student Transportation	2,416,826	693,955	3,110,781	1,150,500	4,261,281	3,873,305
<b>Total Function 7</b>	<b>2,910,501</b>	<b>821,521</b>	<b>3,732,022</b>	<b>1,270,250</b>	<b>5,002,272</b>	<b>4,588,537</b>
<b>9 Debt Services</b>						
<b>Total Function 9</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total Functions 1 - 9</b>	<b>136,513,147</b>	<b>34,943,434</b>	<b>171,456,581</b>	<b>19,762,388</b>	<b>191,218,969</b>	<b>181,921,516</b>

# School District No. 33 (Chilliwack)

Annual Budget - Special Purpose Revenue and Expense  
Year Ended June 30, 2025

	<u>2025</u>	<u>2024 Amended</u>
	<u>Annual Budget</u>	<u>Annual Budget</u>
	\$	\$
<b>Revenues</b>		
Provincial Grants		
Ministry of Education and Child Care	25,342,118	25,789,801
Other		104,163
Other Revenue	3,620,000	3,627,100
Investment Income	50,000	50,000
<b>Total Revenue</b>	<u>29,012,118</u>	<u>29,571,064</u>
<b>Expenses</b>		
Instruction	28,382,711	28,539,425
Operations and Maintenance	456,617	1,003,953
Transportation and Housing	172,790	27,686
<b>Total Expense</b>	<u>29,012,118</u>	<u>29,571,064</u>
<b>Budgeted Surplus (Deficit), for the year</b>	<u>-</u>	<u>-</u>

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# School District No. 33 (Chilliwack)

Annual Budget - Changes in Special Purpose Funds

Year Ended June 30, 2025

	Annual Facility Grant	Learning Improvement Fund	Scholarships and Bursaries	School Generated Funds	Strong Start	Ready, Set, Learn	OLEP	CommunityLINK	Classroom Enhancement Fund - Overhead
	\$	\$	\$	\$	\$		\$	\$	\$
<b>Deferred Revenue, beginning of year</b>			320,000	1,200,000					
<b>Add:</b> Restricted Grants									
Provincial Grants - Ministry of Education and Child Care	456,617	650,389			224,000	51,450	152,262	771,423	436,088
Other			120,000	3,500,000					
Investment Income			10,000	40,000					
	456,617	650,389	130,000	3,540,000	224,000	51,450	152,262	771,423	436,088
<b>Less:</b> Allocated to Revenue	456,617	650,389	130,000	3,540,000	224,000	51,450	152,262	771,423	436,088
<b>Deferred Revenue, end of year</b>	-	-	<b>320,000</b>	<b>1,200,000</b>	-	-	-	-	-
<b>Revenues</b>									
Provincial Grants - Ministry of Education and Child Care	456,617	650,389			224,000	51,450	152,262	771,423	436,088
Other Revenue			120,000	3,500,000					
Investment Income			10,000	40,000					
	456,617	650,389	130,000	3,540,000	224,000	51,450	152,262	771,423	436,088
<b>Expenses</b>									
Salaries									
Teachers							58,369		
Educational Assistants		497,436			177,498		56,119	580,513	
Support Staff									79,999
Other Professionals									13,086
Substitutes									237,192
	-	497,436	-	-	177,498	-	114,488	580,513	330,277
Employee Benefits		152,953			46,502		32,157	174,910	61,174
Services and Supplies	456,617		130,000	3,540,000		51,450	5,617	16,000	44,637
	456,617	650,389	130,000	3,540,000	224,000	51,450	152,262	771,423	436,088
<b>Net Revenue (Expense)</b>	-	-	-	-	-	-	-	-	-

# School District No. 33 (Chilliwack)

Annual Budget - Changes in Special Purpose Funds

Year Ended June 30, 2025

	Classroom Enhancement Fund - Staffing	First Nation Student Transportation	Seamless Day Kindergarten	Student & Family Affordability	Feeding Futures Fund	TOTAL
	\$	\$	\$	\$	\$	\$
<b>Deferred Revenue, beginning of year</b>		172,790	300,000	345,000		2,337,790
<b>Add:</b> Restricted Grants						
Provincial Grants - Ministry of Education and Child Care	19,993,056				1,789,043	24,524,328
Other						3,620,000
Investment Income						50,000
	19,993,056	-	-	-	1,789,043	28,194,328
<b>Less:</b> Allocated to Revenue	19,993,056	172,790	300,000	345,000	1,789,043	29,012,118
<b>Deferred Revenue, end of year</b>	-	-	-	-	-	1,520,000
<b>Revenues</b>						
Provincial Grants - Ministry of Education and Child Care	19,993,056	172,790	300,000	345,000	1,789,043	25,342,118
Other Revenue						3,620,000
Investment Income						50,000
	19,993,056	172,790	300,000	345,000	1,789,043	29,012,118
<b>Expenses</b>						
Salaries						
Teachers	15,899,682					15,958,051
Educational Assistants						1,311,566
Support Staff						79,999
Other Professionals					85,900	98,986
Substitutes						237,192
	15,899,682	-	-	-	85,900	17,685,794
Employee Benefits	4,093,374				22,597	4,583,667
Services and Supplies		172,790	300,000	345,000	1,680,546	6,742,657
	19,993,056	172,790	300,000	345,000	1,789,043	29,012,118
<b>Net Revenue (Expense)</b>	-	-	-	-	-	-

# School District No. 33 (Chilliwack)

Annual Budget - Capital Revenue and Expense  
Year Ended June 30, 2025

	2025 Annual Budget			2024 Amended Annual Budget
	Invested in Tangible Capital Assets	Local Capital	Fund Balance	
	\$	\$	\$	\$
<b>Revenues</b>				
Provincial Grants				
Ministry of Education and Child Care	2,461,847		2,461,847	2,401,612
Municipal Grants Spent on Sites	3,000,000		3,000,000	
Amortization of Deferred Capital Revenue	10,471,166		10,471,166	9,842,649
<b>Total Revenue</b>	<b>15,933,013</b>	<b>-</b>	<b>15,933,013</b>	<b>12,244,261</b>
<b>Expenses</b>				
Operations and Maintenance	2,461,847		2,461,847	2,401,612
Amortization of Tangible Capital Assets				
Operations and Maintenance	11,092,219		11,092,219	10,860,624
Transportation and Housing	739,675		739,675	828,813
<b>Total Expense</b>	<b>14,293,741</b>	<b>-</b>	<b>14,293,741</b>	<b>14,091,049</b>
<b>Net Revenue (Expense)</b>	<b>1,639,272</b>	<b>-</b>	<b>1,639,272</b>	<b>(1,846,788)</b>
<b>Net Transfers (to) from other funds</b>				
Local Capital		947,000	947,000	1,481,180
<b>Total Net Transfers</b>	<b>-</b>	<b>947,000</b>	<b>947,000</b>	<b>1,481,180</b>
<b>Other Adjustments to Fund Balances</b>				
Tangible Capital Assets Purchased from Local Capital	947,000	(947,000)	-	
<b>Total Other Adjustments to Fund Balances</b>	<b>947,000</b>	<b>(947,000)</b>	<b>-</b>	
<b>Budgeted Surplus (Deficit), for the year</b>	<b>2,586,272</b>	<b>-</b>	<b>2,586,272</b>	<b>(365,608)</b>



## BOARD OF EDUCATION

### DECISION REPORT

**DATE:** May 14, 2024  
**TO:** Board of Education  
**FROM:** Rohan Arul-pragasam, Superintendent  
**RE:** **POLICY 110: DISTRICT VISION, MISSION AND MOTTO**

---

#### **RECOMMENDATION:**

THAT the Board of Education amend Policy 110 District Vision, Mission and Motto ([110 - District Vision, Mission and Motto](#)) as presented.

#### **BACKGROUND:**

In September 2020, an extensive consultation process was carried out to garner feedback on the District Strategic Plan. This feedback included suggestions for the District's core values. Eventually, the District core values were incorporated into both the District Strategic Plan and Policy 110—District Vision, Mission, and Motto. Both of these documents were approved by the Board of Education at its public meeting in June 2021.

We have completed the policy manual review that started in January 2020. After reviewing the updated manual, we realized that Policy 110 needs to be updated to recognize existing indigenous treaty rights, as affirmed in section 35 of the Constitution Act, 1982. We also need to expand the definition of Indigenous Peoples to include First Nations, Rights Holders, Inuit, and Métis. This change has been incorporated into the updated policy, which is being presented for the Board's consideration.

## **POLICY 110 DISTRICT MISSION, VISION AND MOTTO**

The Board of Education has adopted the following statements that inform and guide the work of the district:

### Mission Statement

We ensure deep learning that engages our heart, head and hands to develop competencies vital for the success of all learners.

### Vision Statement

Syós:ys lets'e th'ále, lets'emó:t (One heart, one mind, working together for a common purpose.)

### Our Motto: "Partners in Learning"

Students, parents/guardians/caregivers, staff, First Nations, Rights Holders, Inuit, Métis, community members and organizations are important members of our education community and partners in learning with the Board of Education. Together we strive to create a culture of mutual respect that supports engagement and collaboration in order to achieve the shared goals outlined in our District Strategic Plan. Collectively we aim to meet the present needs of our students and our community, while remaining flexible to anticipate and respond to future priorities.

### Core Values

We provide a learning and working environment where these core values are central to all that we do:

1. Equity
  - We commit to ensure that everyone receives the required support and experiences they need to be successful and fulfill their potential.
2. Kindness
  - We demonstrate caring, compassion and empathy towards everyone in order to create a spirit of connectedness in our community.
3. Inclusion
  - We believe that meaningful inclusion is a right and we support all learners to feel safe, supported and connected through programming that promotes diversity and personalization.
4. Collaboration
  - With open hearts and minds we listen to each other and work together to achieve our shared goals.
5. Innovation
  - We will continue to be curious, creative and open to new ideas so that we can produce high-quality learning outcomes across the system.

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

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## Key Terms:

- Deep Learning – Deep learning is defined as the process of acquiring the six global competencies: character, citizenship, collaboration, communication, creativity and critical thinking. These competencies describe the increasing complexity of thinking and problem solving, collaborative skills, self-knowledge and responsibility that underlie character, and the ability to feel empathy and take action that makes one a global citizen.
- Equality vs. Equity – Equality means giving everyone the same resources; equity means giving each student access to the resources they need to learn and thrive.

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## POLICY 110 DISTRICT MISSION, VISION AND MOTTO

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  - We believe that meaningful inclusion is a right and we support all learners to feel safe, supported and connected through programming that promotes diversity and personalization.
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  - With open hearts and minds we listen to each other and work together to achieve our shared goals.
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  - We will continue to be curious, creative and open to new ideas so that we can produce high-quality learning outcomes across the system.

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

---



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- Equality vs. Equity – Equality means giving everyone the same resources; equity means giving each student access to the resources they need to learn and thrive.

**BOARD OF EDUCATION**  
**DECISION REPORT**

**DATE:** May 14, 2024  
**TO:** Board of Education  
**FROM:** Rohan Arul-pragasam, Superintendent  
**RE:** **SCHEDULE OF BOARD MEETINGS 2024 – 2025**

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**RECOMMENDATION:**

THAT the Board of Education approve the following option for the 2024 – 2025 school year Board of Education meetings and Learning Sessions

Board Meeting Schedule – 11 meetings  
(10 Regular + 1, if required, as attached)  
Board Learning Sessions – 12 sessions

# BOARD OF EDUCATION MEETINGS 2024 – 2025



## BOARD OF EDUCATION MEETINGS

### 11 Meetings

1.	September 17, 2024	7.	March 11, 2025
2.	October 8, 2024	8.	April 15, 2025
3.	November 5, 2024	9.	May 13, 2025
4.	December 10, 2024 (Elections)	10.	June 17, 2025
5.	January 21, 2025	11.	June 30, 2025 (if required)
6.	February 11, 2025		

## STRATEGIC LEARNING SESSIONS

### 12 Sessions

1.	September 24, 2024	7.	February 11, 2025
2.	October 15, 2024	8.	March 4, 2025
3.	November 19, 2024	9.	April 15, 2025
4.	December 17, 2024	10.	April 29, 2025
5.	January 14, 2025	11.	May 13, 2025
6.	January 21, 2025	12.	June 10, 2025

## GOVERNANCE IN-SERVICE & PROFESSIONAL DEVELOPMENT

### 2 Sessions

1.	August 28 & 29, 2024	2.	February, 2025 (TBD)
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## BOARD OF EDUCATION DECISION REPORT

**DATE:** May 14, 2024  
**TO:** Board of Education  
**FROM:** David Swankey, Trustee  
**RE:** **BOARD PARTNER GROUP CONSULTATION**

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### **RECOMMENDATION:**

THAT the Board of Education solicit input from Board Partner Groups regarding the Public Participation process during Board of Education meetings as outlined in [Bylaw 5](#).

### **BACKGROUND / RATIONALE:**

At its Regular Board meeting held on April 16th, 2024, the Board exercised its authority under [Section 70 of the School Act](#). According to this section, any individual who disturbs, interrupts, or disquiets the proceedings of a board meeting commits an offense. As a result, a member of the public was asked to leave because of their repeated disruptions to the proceedings. They had been interrupting with irrelevant questions and comments, along with offensive remarks, including inappropriate conduct during the public participation period. During this period, they made pejorative comments regarding a trustee's gender identity.

The Board and the District are committed to fostering safe and caring environments where all learners and employees are treated with respect, championing the human spirit and human rights. ([Policy 313 Safe Schools](#)).

In *Gillies v. Bluewater District School Board, 2023 ONSC 1625*, the Ontario Supreme Court upheld the decision of a Board not to permit an individual to make statements in a public Board meeting which disparaged and denied the existence of non-binary gender identities. The court commented as follows:

“To understand the rationale for the Board’s decision, it is only necessary to imagine a trans student in attendance in the audience at the Board meeting where the applicant was making the presentation, and hearing it publicly declared that they do not, in fact, exist, but are instead the construct of a “harmful transgender ideology”. How could that meeting possibly be described as being part of a “positive school climate that is inclusive and accepting of all pupils, including pupils of any ... sex, sexual orientation, gender identity, [or] gender expression...”?



When questions or statements made in public Board meetings are not consistent with the Board's obligation to foster safe and inclusive spaces for all members of the school community, the Board must uphold obligations under Board policy, the BC Human Rights Code, the Charter of Rights and Freedoms, and the Workers Compensation Act.

This motion recognizes the importance of soliciting input from Partner Groups regarding the process of public participation in Board meetings. It aims to ensure that audience members have the opportunity to provide comments or ask questions about business or issues pertaining to the Board agenda, as outlined in Bylaw 5, while also aligning with the Board's obligation to foster safe and inclusive spaces.

The Board acknowledges the receipt of impact statements from partner group and community members regarding the conduct at the April 16th meeting, reaffirming the need for proactive measures to uphold the principles of inclusivity and safety for all members of the school community, regardless of their sexual orientation and gender identity.

## MEETING SUMMARIES

### **In-Camera Meeting – April 16, 2024**

Trustees: Willow Reichelt, Carin Bondar, Margaret Reid, David Swankey, Teri Westerby

Absent (Censure): Heather Maahs

Regrets: Richard Procee

Staff: Rohan Arul-pragasam, Simone Sangster, Rachael Green, Talana McInally

Guest: Gord Stewart, BCSTA Consultant

1. Board Performance Review: Module 1
2. Principal/Vice Principal Assignments/Reassignments
3. Capital Plan Priorities
4. HR Report
5. Trustee Conflict of Interest Guidelines
6. BCPSEA Report

### **Board Strategic Learning Session – April 23, 2024**

Trustees: Willow Reichelt, Carin Bondar, Heather Maahs, Richard Procee, Margaret Reid, David Swankey, Teri Westerby

Staff: Rohan Arul-pragasam, Simone Sangster, Allan Van Tassel, Kirk Savage, Talana McInally

1. Capital Fund Planning

### **Special In-Camera Meeting – May 7, 2024**

Trustees: Willow Reichelt, Carin Bondar, Richard Procee, Margaret Reid, David Swankey, Teri Westerby

Absent (Censure): Heather Maahs

Staff: Rohan Arul-pragasam, Simone Sangster, Talana McInally

1. Legal Update