



BOARD OF EDUCATION

BUDGET ADVISORY COMMITTEE MEETING

**January 11, 2021
4:30 p.m.
Via Video Conference**

AGENDA

1. Call to Order/Acknowledgement of Indigenous Territory (*this meeting is being recorded*)
2. Approval of the Agenda
3. Approval of Minutes – November 30, 2020 Attached
4. Amended Annual Budget Attached
5. Budget Bylaw
6. Questions

Adjournment

Next Meeting: **April 12, 2021
4:30 p.m.
Via Video Conference**

**BOARD OF EDUCATION
SCHOOL DISTRICT NO. 78 (FRASER-CASCADE)
DRAFT MINUTES OF THE BUDGET ADVISORY
COMMITTEE MEETING
November 30, 2020
Via Zoom Conference Call**

PRESENT:

Board - Committee Members:

Linda Kerr	Trustee
Cathy Speth	Trustee
Ron Johnstone	Trustee
Heather Stewin	Trustee (guest)

Representatives:

Bruce Becker	Principal	FCPVPA
Greg Lawley	Principal	FCPVPA
Aaron Poulin	Teacher	FCTA
Lynne Marvell	President	FCTA

Staff:

Balan Moorthy	Superintendent
Natalie Lowe	Secretary-Treasurer
Renge Bailie	Assistant Superintendent
Jenny Veenbos	Assistant Secretary-Treasurer
Laurie Bjorge	Recording Secretary

Regrets:

Cheryl Davidson	Representative	AEC
Vacant	Representative	AEC
Vacant	Representative	DPAC
Vacant	Representative	DPAC
Vacant	Representative	CMAWBC
Vacant	Representative	CMAWBC
Vacant	Representative	Student

1. Call to Order

The Secretary-Treasurer called the meeting to order at 4:32 p.m. via Zoom conference call.

2. Acknowledgement of Indigenous Territory

The Superintendent acknowledged that the meeting was being held on the traditional ancestral and unceded shared territories of the Cheam, Sts'ailes, Sq'ewlets, Seabird Island, Nlaka'pamux, and the Chawathil people.

3. Election of Chair

The Secretary-Treasurer called for nominations for Chair of the Budget Advisory Committee. Committee. Trustee Speth nominated Trustee Kerr. No other nominations presented. Trustee Kerr becomes Chair by acclamation.

4. Approval of Agenda – November 30, 2020

SPETH/MARVELL

THAT the Agenda be approved as presented.

Carried

5. Approval of Minutes – May 13, 2020

SPETH/MARVELL

THAT the Minutes of the Budget Advisory Committee meeting held on May 13, 2020 be approved as presented.

Carried

6. Mandate

The Budget Advisory Committee mandate outlining the purpose of the committee, representation on the committee, voting rights and selection of committee Chair was provided for information. The purpose of the Budget Advisory Committee is to review the detailed budget of the School District and make recommendations to the Board. The committee reviews the draft budget information, funding information, and requests from stakeholder groups.

7. Meeting dates

The Budget Advisory Committee meeting dates were provided in the agenda package as follows:

November 30, 2020

January 11, 2021

April 12, 2021

May 10, 2021

8. Preliminary Budget 2020/2021

Key Dates

- February - Minister announces Provincial funding
- February 15 – Enrolment projections due from District
- Mid March – funding announcement MOE
- Mar- April – preliminary budgets developed
- April 30 – end of lay-off period
- May 19 – Board meeting – first & second reading of budget
- June 30- Approved budget due to MOE
- September 30 - Enrolment snapshot
- December 15 - amended funding provided
- February 28 – Amended budget due

Overall there has been a provincial enrolment increase of 3,480 students – an increase of 0.6%. This is the sixth year of enrolment growth provincially with 42 districts growing and 18 districts in decline, of which we are one in decline.

Special Education funding support provincially for 34,471 students amounts to \$627 million, broken down by:

Level 1 (dependant students) = 589
Level 2 (moderately dependant) = 25,058
Level 3 (behavioral needs) = 8,824.

Student enrolment in the district was anticipated to be 1666.5 FTE; 13 FTE less than 2019/20. However, the September 30th 1701 figures finalized at 1638.25 FTE, which is what funding is based upon. Due to our decline in enrolment, the district is now under funding protection of \$221,850. With COVID-19 pandemic numbers on the rise again, we have seen lower enrolment numbers than usual for the September 30th funding cut off. In this circumstance, we are fortunate to have funding protection to support our students' needs. Enrolment numbers now for October and November are back up to where we thought we would be.

The Assistant Secretary-Treasurer reviewed operating funds and how they are calculated. Adjustments that would come in February aren't anticipated to affect our district's funding as there are no significant changes usually in enrolment. Our district will receive just over \$21 million of funding from operating grants, an increase of \$486,958 from 2019/20.

Every district receives a supplement for geographical factors, the amount varies depending on where the district is. Our district receives funding for heating and air, for being geographically dispersed, and how far we are from an urban centre, to name a few criteria.

Other Ministry of Education grants cover:

- Labour Settlement Grants - as a general rule, the salary increases and associated costs have been funded by the MOE as it usually is significant enough that the costs cannot be absorbed
- Teachers have settled at a 2% increase plus a 2% retro increase and funding was set aside for us from the Ministry to support these increases
- Support Staff (CMAW) received 2% increase annually for the duration of the agreement
- Community Link Funding of \$358,207 is used to support at risk students
- Learning Improvement Funds (LIF) of \$76,192 to support the staff education assistants
- Transportation grants of \$184,576 to support the rising cost of bussing – from 2002 funding for transportation for about 17 years.

Classroom enhancement and remedy calculations have been completed. The district has implemented the 2002 class size language which calls for smaller classes in many cases and more resources for classes with more than three identified special needs students in a class. The funding to address the language has been allocated. This year the district requested \$1,694,703 to fund 17.15 FTE staff. This does not include remedy or overhead costs which will be released at a later date.

Provincial COVID-19 funding of \$157,714 has been directed as follows:

- Frequency cleaning - \$82,090
- Cleaning supplies - \$18,203
- Hand hygiene - \$32,729
- Masks - \$7,864
- Technology/computer assistance - \$16,828

The district is using these funds by:

- Hiring 2.3 FTE custodial staff for day-time cleaning
- Purchase of sanitizing cleaners
- Hand sanitizer and wash stations
- Reusable masks for students and staff plus disposable masks on hand
- Purchase and replacements of chrome books for students

Federal COVID-19 funding received by the district in two instalments of \$298,181 (totaling \$596,362) of which all has been spent as follows:

- 1 Distributed Learning teacher (filled in late Sept)
- 5 Transition teachers (3 filled in late Sept and 2 currently posted)
- Increased Hydro for increased air circulation/ventilation
- One extra bus run for early dismissal
- Reconfiguration of common areas
- Cleaning equipment

The Ministry of Education has implemented a Mental Health initiative of \$75 million provincially. Due to Covid restrictions this year, our district has a carryover from last year's grant funding of \$25,933. Special Purpose funding received this year of \$57,000 is being used for initiatives such as an online program called Open Parachute to be implemented in our district. The district also will be partnering with MCFD for mental health counselling for students.

Other budget considerations:

- In June, teachers received retroactive increases of 2% and a 2% increase in 2020 so we have continued to increase our average teacher salary to \$79,700 for budgeting purposes to reflect the current cost of a teacher (\$98,828 including benefits)
- Support staff received a 2% increase this year as well
- Administration received an average increase of 4%

The district surplus is also a consideration. In 2019/2020, the district was expected to spend more than budgeted, however suspension of in-person instruction halted the higher tracking costs (such as substitutes) significantly. The Operating Surplus at the end of 2019/2020 was \$4,619,241. The 2020/21 budget is using \$2,141,176 of this surplus, leaving \$2,478,065 for the next year's budget.

Adjournment

/KERR

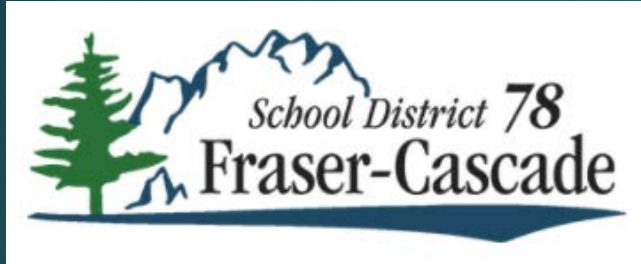
THAT the meeting be adjourned at 5:35 p.m.

Carried

Notice of Next Meeting:

January 11, 2021

Via Zoom



Amended 2020 – 2021 Budget

SCHOOL DISTRICT 78 (FRASER-CASCADE)

Budget Cycle

Key Dates

- ▶ Early Feb - Minister announces Provincial funding
- ▶ Feb 15 – Enrolment projections due from District
- ▶ Mid March – funding announcement MOE
- ▶ Mar- April – preliminary budgets developed
- ▶ April 30 – end of lay-off period
- ▶ May 19 – Board Meeting – first & second reading of budget
- ▶ June 30- Approved budget due to MOE
- ▶ Sept 30 - Enrolment snapshot
- ▶ Dec 15 - amended funding provided
- ▶ **Feb 28 – Amended budget due**



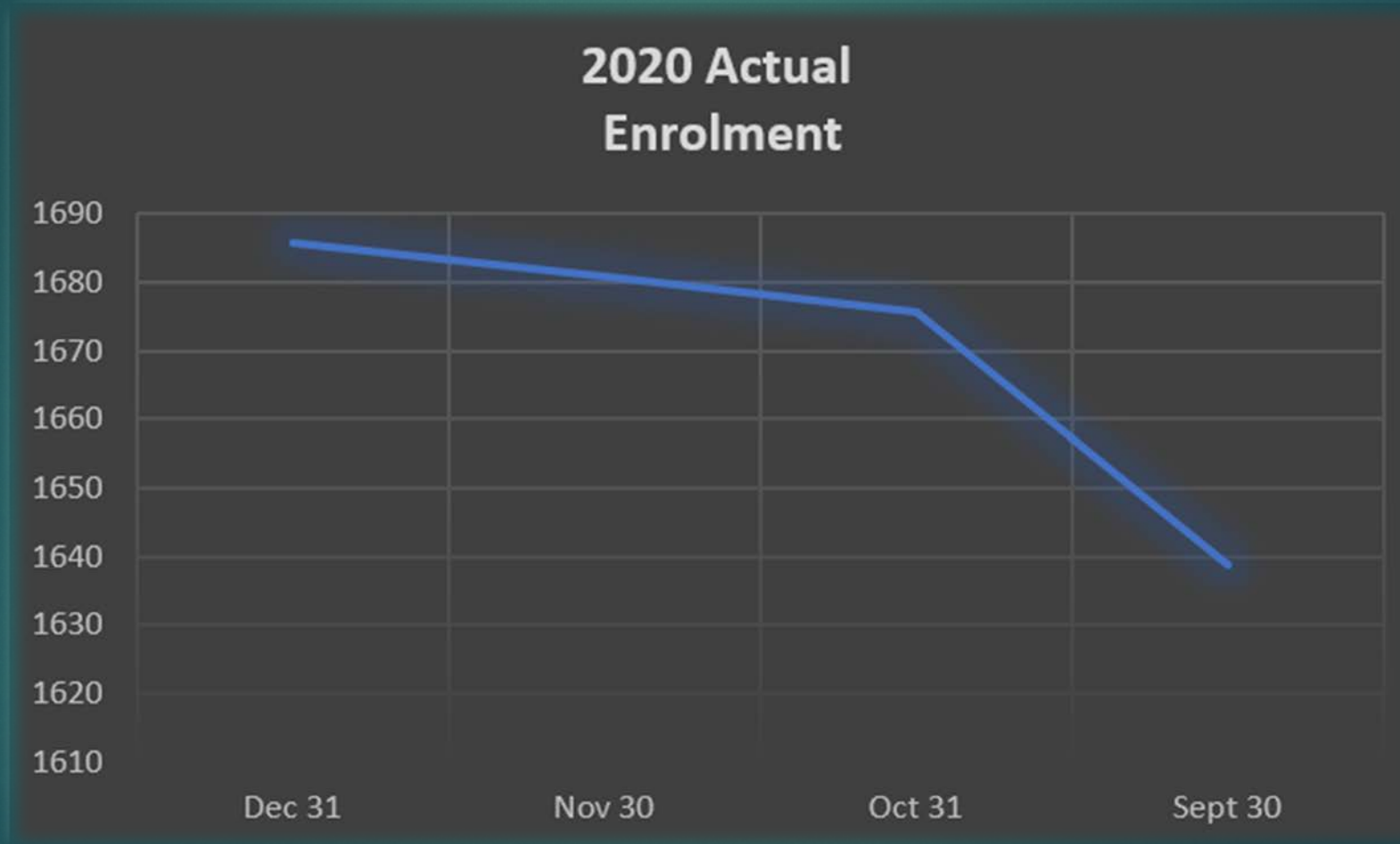
Enrolment Snapshot by School

Sept 30

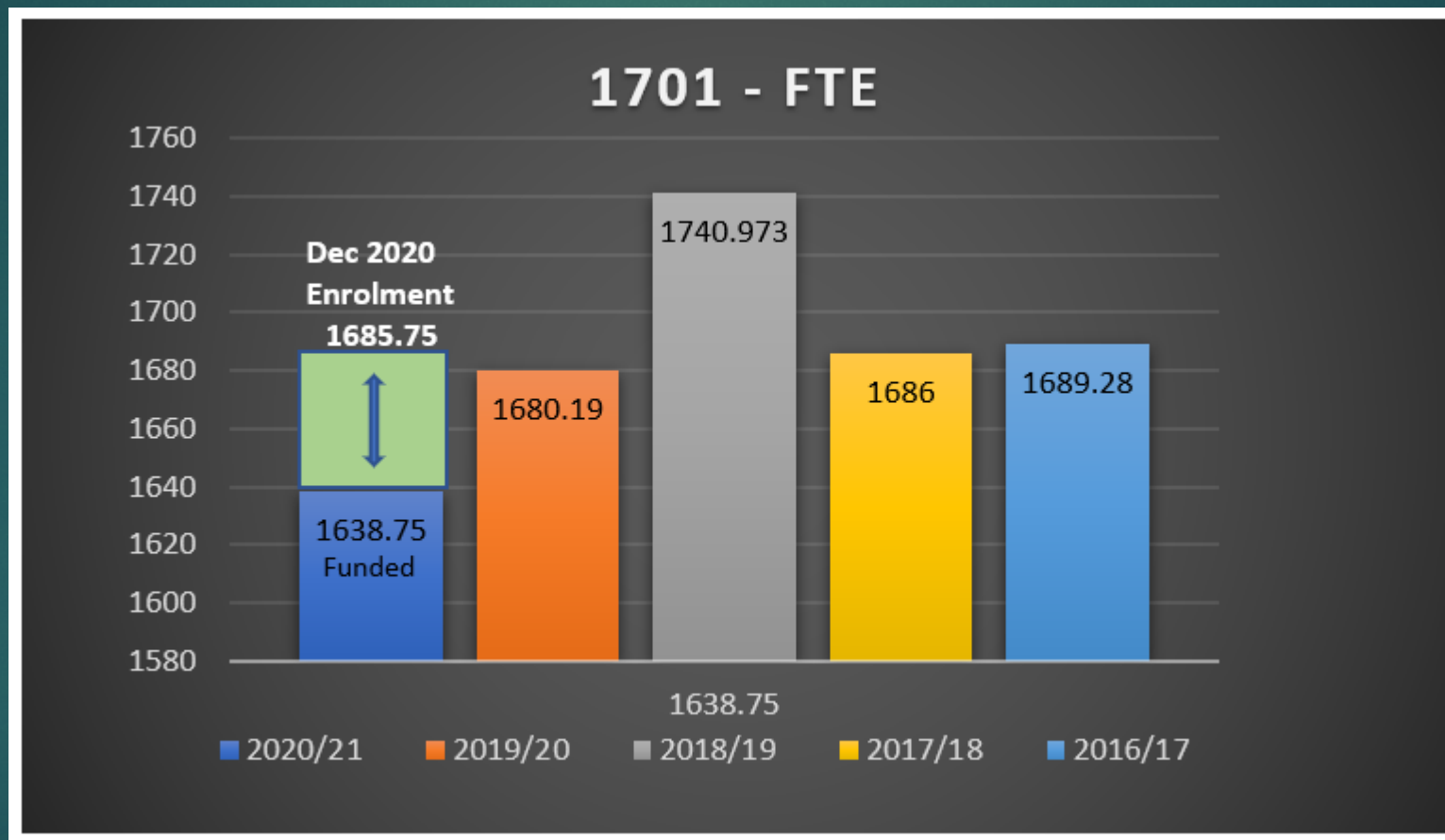
School District No.78
Enrolment Report - Sept 30
1701 - FTE

School Name	2020/21	2019/20	2018/19	2017/18	2016/17
Agassiz Centre for Education	8	18	16	13	17
Agassiz Elem Secondary	314.75	311.25	328.375	308	307.13
Boston Bar Elem Secondary	58.875	49.75	56	52	50.5
Continuing Education	0.25	1.25	2.125	3	2.65
Coquihalla Elementary	305	340	363	369	377
Harrison Hot Springs Elementary	103	104	101	101	104
Hope Secondary	352.875	370.94	372.473	377	357
Kent Elementary	297	283	293	293	298
Q'aLaTKu7eM	11	8	11		
Silver Creek Elementary	137	141	148	117	120
Two Rivers Education Centre	51	53	50	53	56
	1638.75	1680.19	1740.973	1686	1689.28

Growing Enrolment since Sept 30



Enrolment



Enrolment Funding Rates

Supplement Rate Increases		
Supplement	2020/21 Rate Increase	2020/21 Rates
Basic Allocation (excluding Distributed Learning)	92.00	7,560.00
Students with Special Needs – Level 1	600.00	43,000.00
Students with Special Needs – Level 2	200.00	20,400.00
Students with Special Needs – Level 3	50.00	10,300.00
English / French Language Learners	25.00	1,520.00
Indigenous Students	50.00	1,500.00
Non-graduated Adult Education	50.00	4,823.00
Student Location Factor (elementary)	4.47	270.93
Student Location Factor (secondary)	5.93	361.24

Changes to Enrolment Based Funding

Dec 2020 Announcement

- ▶ Enrolment-Based Funding
 - ▶ Basic Student \$12,390,810
 - ▶ Unique Student Enrolment \$3,560,643
- ▶ Overall change from estimates in February for Enrolment-based funding decreased by \$42,134

Changes to Non-Enrolment Based Funding

Dec 2020 Announcement

- ▶ Supplement for Enrolment Decline
 - 1% - 4% enrolment decline category
 - ▶ +\$32,321 (enrolment based)
- ▶ Funding Protection – clawed back
 - ▶ While we still had a decline in enrolment on the Sept 30 1701 snapshot, the funding protection was clawed back meaning a decrease of \$221,850
- ▶ Supplement for Unique Geographic Factors
 - ▶ Increased by \$115,200
- ▶ Supplement to Salary Differential
 - ▶ Increased by \$66,288

Overall Summary of Operating Grant funding was a decrease to the District of \$50,175

Changes to Special Purpose Funding

Dec 2020 Announcement

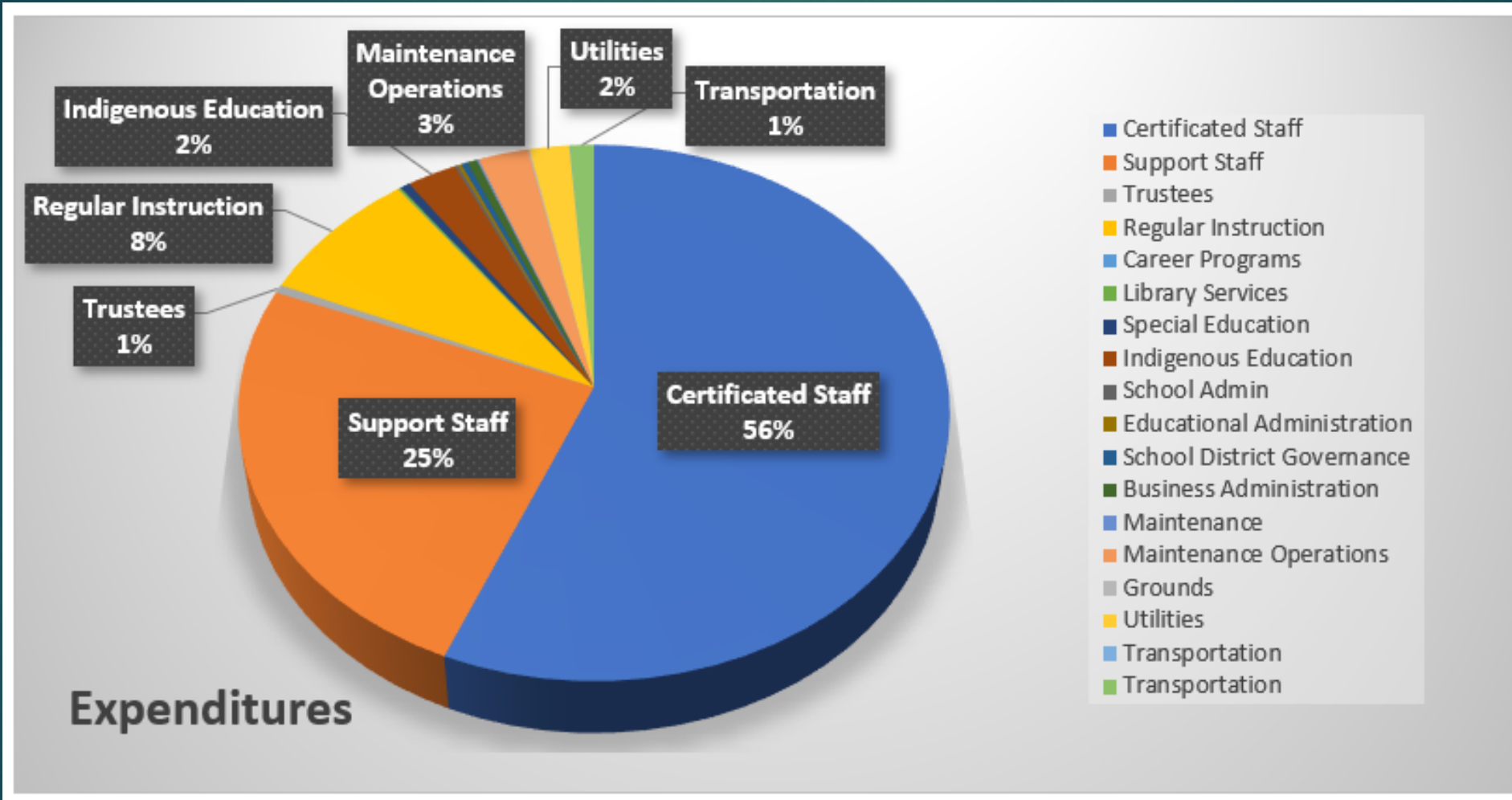
▶ Classroom Enhancement Funds

- ▶ Total of \$1,874,440
 - ▶ Staffing of 17.1 FTE amounting to \$1,630,203
 - ▶ Overhead of \$103,010
 - ▶ Remedy of \$141,227
- ▶ This is an increase however, these funds have already been implemented and allocated in our current staffing

▶ Federal COVID Funds

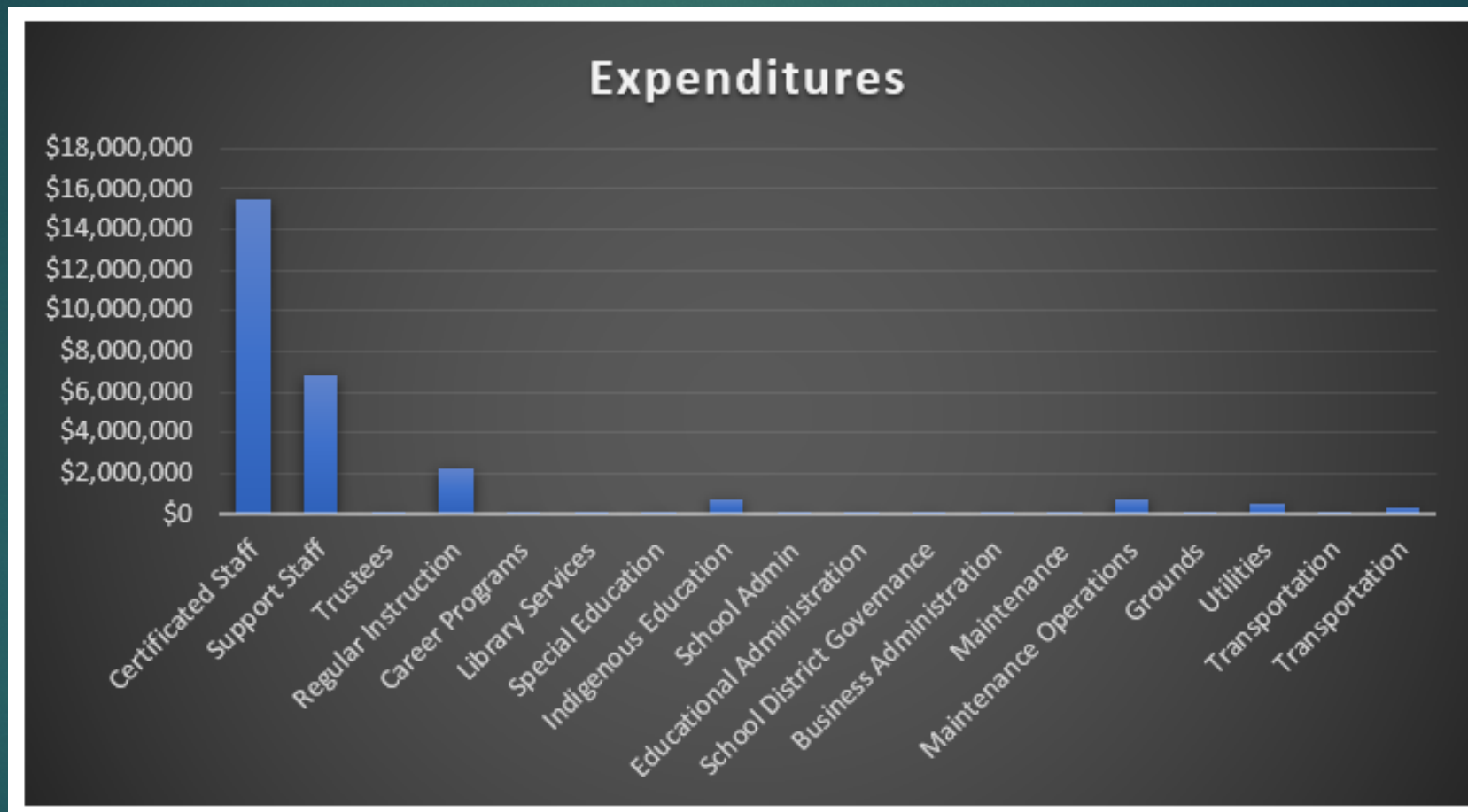
- ▶ \$335,741 has been announced to date (anticipated \$596,362 in total)
 - ▶ 6 FTE for Distributed Learning teachers
 - ▶ Due to delayed hire - 4 FTE are budgeted for .90 of the school year, and 2 FTE are budgeted for .60 of the school year
 - ▶ COVID Safe Return to Class cleaning protocol supplies

Expenses Breakdown by Category



All labels not shown are less than 1%

Expenditures in Dollars



Salaries and Benefits

- ▶ 56% of budgeted expenses are Teachers
- ▶ 25% of budgeted expenses are Support Staff

▶ Teachers

- ▶ 124.22 FTE with an average budgeted salary of \$79,700 plus \$19,128
 - ▶ This amounts to salaries of \$9,900,493 and \$2,376,118 in benefits



What we are trying to achieve with these funds

Provide a quality learning experience with the resources needed to be successful

Meeting students where they are in their learning

Engaging, acknowledging and celebrating excellence among students, staff and contributing community members

Creating a safe, respectful and thriving learning environment

Honouring our District's vision statement





Questions?

Thank you

"Everyone Pulling Together to Improve the Achievement of all Learners"

