



**THE BOARD OF EDUCATION
School District #33 (Chilliwack)
Regular Public Board Meeting
AGENDA
May 23, 2017
7:00 pm**

1. CALL TO ORDER – School District Office

- 1.1. Call to Order - **Welcome and acknowledgment of Stó:lō territory**
- 1.2. Adoption of the Agenda
(THAT the agenda be adopted as circulated.)
- 1.3. Approval of the Minutes
(THAT the minutes of the May 8, 2017 Regular Public Board meeting be approved as circulated.)

2. PUBLIC PARTICIPATION

(Items from the floor are limited to 5 minutes per speaker to a maximum of 30 minutes.)

3. PRESENTATION

- 3.1. Long Range Facilities Plan

4. ACTION ITEMS

- 4.1. 2017 – 2018 Budget Approval – 2nd Reading

5. INFORMATION ITEMS

- 5.1. 5-Year Capital Plan
- 5.2. Operations Report: 2017 – 2018 Annual Facilities Grant
- 5.3. BCSTA Report
- 5.4. Superintendent's Report
- 5.5. Trustee Reports
- 5.6. Meeting Summary
- 5.7. **Future Board of Education Meeting Date: June 13, 2017 - 7:00 p.m.**

6. PUBLIC PARTICIPATION

(Items from the floor are limited to 5 minutes per speaker to a maximum of 30 minutes.)

7. ADJOURNMENT



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

Date of Meeting: Monday, May 8, 2017

Location: School District Office

Members Present:

Chair	Mr. P. McManus
Vice-Chair	Mr. W. Krahn
Trustee	Mr. D. Coulter
Trustee	Mrs. S. Dyck
Trustee	Mrs. H. Maahs
Trustee	Mr. B. Neufeld
Trustee	Mr. B. Patterson

Staff Present:

Superintendent	Ms. E. Novak
Secretary Treasurer	Mr. G. Slykhuis
Assistant Superintendent	Mr. R. Arul-pragasam
Assistant Secretary Treasurer	Mr. M. Friesen
Executive Assistant	Ms. D. Vogel

1. CALL TO ORDER - School District Office

1.1. Call to Order

The Board Chair called the meeting to order at 7:03 p.m. - **Welcome and Acknowledgment of Traditional Stó:lō Territory.**

1.2. Adoption of the Agenda

97.17 Moved by: Trustee Krahn
Seconded by: Trustee Patterson

THAT the agenda be approved as circulated.

CARRIED

1.3. Approval of Minutes

98.17 Moved by: Trustee Dyck
Seconded by: Trustee Krahn

THAT the minutes of the April 25, 2017 Regular Public Board meeting be approved as circulated.

CARRIED

2. PUBLIC PARTICIPATION

Ed Klettke, CTA Vice President, noted teachers' optimism in their work and commented on the CTA's skepticism regarding government decisions in education.

Diane Braun, parent and DPAC member, thanked the Board of Education for the district's \$1,500 contribution towards DPAC and PAC attendance at the BCCPAC AGM/Conference and noted that the Chilliwack DPAC made a resolution regarding provincial government funding for portables.

3. PRESENTATION – CHILLIWACK SECONDARY SCHOOL EQUESTRIAN PROGRAM

Chilliwack Secondary School Principal David Manuel, teacher Avril Broekhuizen and students (Hannah Henshall, Kara Hildebrandt, Raychel Helfrich, Sariah Loewen) presented on the Chilliwack Secondary School Equestrian Program. This year Chilliwack Secondary ran its first cohort of grade 10 students through its new Equestrian Program. This is an engaging, individualized and experiential program, delivered both on the CSS campus (2 half-days/week) and at the barn (3 half-days/week). Students do not require any previous horse handling or horseback riding experience, and learn in Equine Studies 10 how to work safely around horses, basic care and maintenance (health, nutrition, etc.), as well as practical riding skills. Riding instruction happens in small groups with experienced coaches, and is individualized based on each student's initial level of comfort and experience, with an emphasis on safety, fun and the equestrian sport of reining.

CSS pioneered the implementation of new curriculum this year by trying the new Environmental Science 11 curriculum. It has been a great fit as instruction has been tailored to apply locally, specifically to the horse farm setting. Students learn all of the scientific terminology and principles, and then apply them by doing lots of fieldwork. CSS partnered with the Fraser Valley Conservancy's biologist to collect real data on endangered frogs in the Chaplin Road wetlands in Agassiz, have analyzed the soil, water, biodiversity and other factors on the farm, and will culminate the course with the creation of an Environmental Farm Plan for the barn we visit each week.

In addition to the two courses above, students also use a blended learning model to complete Connect Ed 11, followed by their choice of either: Planning 10 Online or Physical Education 10 Online. That works out to a total of 14 credits. All of the courses in this program are taught by the same CSS teacher, which provides stability, accountability and continuous daily support for the program's students, both on the CSS campus and at the barn.

4. ACTION ITEMS

4.1. Budget Committee Report

99.17 Moved by: Trustee McManus
Seconded by: Trustee Coulter

THAT the Board of Education receive the Budget Committee Meeting Report of May 4, 2017 as presented.

CARRIED**4.2 2017 – 2018 Budget Approval – 1st Reading**

100.17 Moved by: Trustee Krahn
Seconded by: Trustee Patterson

THAT the Board of Education approve the first reading of 2017-2018 Annual Budget Bylaw at the May 8, 2017 Regular Board Meeting in the amount of \$156,018,539.

CARRIED**5. INFORMATION ITEMS****5.1 Property Acquisition Update**

Board Chair Paul McManus provided an update on properties recently acquired by the district: Property Acquisition No.1 – Evans Road and Property Acquisition No.2 – Tyson Road.

5.2 Class Size & Composition Submission

Secretary Treasurer Gerry Slykhuis provided information on the district's Class Size and Composition submission to the Ministry of Education regarding a preliminary staffing plan and space planning.

5.3 Quarterly Financial Report

Secretary Treasurer Gerry Slykhuis presented the quarterly financial report of July 1, 2016 to March 31, 2017.

5.4 BCSTA Report

Trustee Neufeld provided an update on the BC School Trustees' Association.

5.5 Superintendent's Report

Superintendent Evelyn Novak reported on the Bowls of Hope Annual Dinner/Auction Fundraiser on May 5, 2017. Bowls of Hope is supported by the district through Community Link funding of approximately \$18,000 per year. Almost 700 students in 19 elementary and middle schools receive nutritional support through Bowls of Hope.

Superintendent Novak also discussed the Reconfiguration – Implementation Advisory Committee and noted that parents will be invited to join the committee via a form to be made available through schools, PACs, DPAC, the district and school websites, and a media advertisement, with an application deadline of May 29th. CTA, CUPE and DPAC will receive an email message from the Board Chair and Superintendent asking them to provide the names of their representatives for the Committee.

5.6 Trustee Reports

Trustee Dyck reported on the following:

- Attended DPAC meeting.
- Participant on the hiring committee for District Principals and Vice Principals.
- Attended the Bowls of Hope fundraiser.

- Responded to parent and community questions.

Trustee Krahn reported on the following:

- Attended two Chair/Vice Chair Planning Meetings with Superintendent and Secretary Treasurer to plan upcoming agendas.
- Attended a meeting with the Admin Team at Chilliwack Central in order to connect and learn about their many initiatives around students. Chilliwack Central's staff are fully engaged in providing students every opportunity to be successful!

Trustee Maahs reported the following:

- The Bowls of Hope
- Special Ed Advisory Committee
- Budget Committee

Trustee Patterson reported on the following:

- Met with administrators and seven Leaders of Tomorrow Students from GW Graham – reminder – May 10 GALA – Chilliwack Cultural Center – Rotary Room – 7:00 pm.
- Special thanks to the numerous community groups/clubs for their wonderful and continuous support for our students.

5.7 April 25, 2017 In-Camera Board Meeting Summary

Deferred to the May 23, 2017 Regular Public Board Meeting.

5.8 Future Board of Education Meeting Date

**Tuesday, May 23, 2017
7:00 pm
School District Office**

6. SUPPLEMENTARY PUBLIC PARTICIPATION

Diane Braun, parent and DPAC member, asked the Board of Education if the Ministry of Education would be funding the Summer Learning Program. She also questioned which schools have budget surpluses and what an adequate surplus would be, and acknowledged the loss of child care centres at schools.

Michelle McGrath, DPAC member, asked how the Classroom Enhancement Fund would be allocated.

Parent Ruth Metsler commented on the district's space planning and the loss of music rooms.

7. ADJOURNMENT

The meeting was adjourned at 9:02 p.m.

Board Chair

Secretary-Treasurer

BOARD OF EDUCATION

PRESENTATION

DATE: May 23, 2017

TO: Board of Education

FROM: Gerry Slykhuis, Secretary Treasurer

RE: LONG RANGE FACILITIES PLAN

BACKGROUND:

As part of the British Columbia Ministry of Education Requirement that school districts prepare Long-Range Facilities Plans, Chilliwack School District #33 engaged Public Consulting Group (PCG) to conduct a review of the District instructional facilities. The resulting plan is part of an overall approach the District is taking to addressing the academic development of students towards the mission, "Every student is a graduate prepared for opportunities beyond graduation." The Long Range Facility Plan, the Strategic Plan and the Five-Year Capital Plan are part of a comprehensive and integrated approach that the School Board and District leadership are taking to ensure connectedness across systems.

BOARD OF EDUCATION

DECISION REPORT

DATE: May 23, 2017
TO: Board of Education
FROM: Gerry Slykhuis, Secretary Treasurer
RE: **2017-18 ANNUAL BUDGET – 2nd READING**

RECOMMENDATION:

THAT the Board of Education approve the second reading of 2017-2018 Annual Budget Bylaw at the May 23, 2017 Regular Board Meeting in the amount of \$156,018,539.

BACKGROUND:

Included in this package is the Ministry of Education Budget Template document – this is the main budget document.

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 2017/18 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 2017/18.
- 3. The attached "Statement 2" showing the estimated revenue and expense for the 2017/18 fiscal year and the total budget bylaw amount of \$156,018,539 for the 2017/18 fiscal year was prepared in accordance with the *Act*.
- 4. Statement 2, Statement 4 and Schedules 2 to 4 are adopted as the annual budget of the Board for the fiscal year 2017/18.

READ A FIRST TIME THE 8TH DAY OF MAY, 2017;

READ A SECOND TIME THE 23RD DAY OF MAY, 2017;

READ A THIRD TIME, PASSED AND ADOPTED THE _____ DAY OF _____, 20____.

Chairperson of the Board

Secretary Treasurer

I HEREBY CERTIFY this to be a true original of School District No. 33 (Chilliwack) Annual Budget Bylaw 2017/18, adopted by the Board the _____ day of _____, 20____.

Secretary Treasurer

Annual Budget

School District No. 33 (Chilliwack)

June 30, 2018

School District No. 33 (Chilliwack)

June 30, 2018

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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 2017/2018 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. 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 2017/2018.
3. The attached Statement 2 showing the estimated revenue and expense for the 2017/2018 fiscal year and the total budget bylaw amount of \$156,018,539 for the 2017/2018 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 2017/2018.

READ A FIRST TIME THE _____ DAY OF _____, 2017;

READ A SECOND TIME THE _____ DAY OF _____, 2017;

READ A THIRD TIME, PASSED AND ADOPTED THE _____ DAY OF _____, 2017;

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 2017/2018, adopted by the Board the _____ DAY OF _____, 2017.

Secretary Treasurer

School District No. 33 (Chilliwack)

Statement 2

Annual Budget - Revenue and Expense
Year Ended June 30, 2018

	2018 Annual Budget	2017 Amended Annual Budget
Ministry Operating Grant Funded FTE's		
School-Age	13,820,100	13,510,097
Adult	154,813	173,813
Total Ministry Operating Grant Funded FTE's	<u>13,974,913</u>	<u>13,683,910</u>
Revenues	\$	\$
Provincial Grants		
Ministry of Education	141,854,823	128,466,770
Other	120,000	90,000
Tuition	1,436,000	1,436,000
Other Revenue	2,439,690	5,777,101
Rentals and Leases	400,000	400,000
Investment Income	281,000	301,600
Amortization of Deferred Capital Revenue	6,774,802	6,847,059
Total Revenue	<u>153,306,315</u>	<u>143,318,530</u>
Expenses		
Instruction	124,377,948	115,265,950
District Administration	3,953,177	3,975,808
Operations and Maintenance	21,777,427	21,762,768
Transportation and Housing	3,564,987	3,437,186
Total Expense	<u>153,673,539</u>	<u>144,441,712</u>
Net Revenue (Expense)	<u>(367,224)</u>	<u>(1,123,182)</u>
Budgeted Allocation (Retirement) of Surplus (Deficit)	1,612,709	2,034,142
Budgeted Surplus (Deficit), for the year	<u>1,245,485</u>	<u>910,960</u>
Budgeted Surplus (Deficit), for the year comprised of:		
Operating Fund Surplus (Deficit)	1,289,587	
Special Purpose Fund Surplus (Deficit)		
Capital Fund Surplus (Deficit)	(44,102)	910,960
Budgeted Surplus (Deficit), for the year	<u>1,245,485</u>	<u>910,960</u>

School District No. 33 (Chilliwack)

Annual Budget - Revenue and Expense
Year Ended June 30, 2018

	2018 Annual Budget	2017 Amended Annual Budget
Budget Bylaw Amount		
Operating - Total Expense	129,894,078	126,932,450
Special Purpose Funds - Total Expense	14,236,102	7,913,847
Capital Fund - Total Expense	9,543,359	9,595,415
Capital Fund - Tangible Capital Assets Purchased from Local Capital	2,345,000	619,000
Total Budget Bylaw Amount	156,018,539	145,060,712

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, 2018

	2018	2017 Amended
	Annual Budget	Annual Budget
	\$	\$
Surplus (Deficit) for the year	<u>(367,224)</u>	<u>(1,123,182)</u>
Effect of change in Tangible Capital Assets		
Acquisition of Tangible Capital Assets		
From Local Capital	<u>(2,345,000)</u>	<u>(619,000)</u>
Total Acquisition of Tangible Capital Assets	<u>(2,345,000)</u>	<u>(619,000)</u>
Amortization of Tangible Capital Assets	<u>7,852,904</u>	<u>7,866,099</u>
Total Effect of change in Tangible Capital Assets	<u>5,507,904</u>	<u>7,247,099</u>
	<u>-</u>	<u>-</u>
(Increase) Decrease in Net Financial Assets (Debt)	<u><u>5,140,680</u></u>	<u><u>6,123,917</u></u>

School District No. 33 (Chilliwack)

Schedule 2

Annual Budget - Operating Revenue and Expense

Year Ended June 30, 2018

	2018 Annual Budget	2017 Amended Annual Budget
	\$	\$
Revenues		
Provincial Grants		
Ministry of Education	126,000,266	122,141,797
Other	120,000	90,000
Tuition	1,436,000	1,436,000
Other Revenue	2,369,690	2,460,911
Rentals and Leases	400,000	400,000
Investment Income	279,000	299,600
Total Revenue	130,604,956	126,828,308
Expenses		
Instruction	110,598,377	107,847,495
District Administration	3,953,177	3,975,808
Operations and Maintenance	12,225,531	12,109,471
Transportation and Housing	3,116,993	2,999,676
Total Expense	129,894,078	126,932,450
Net Revenue (Expense)	710,878	(104,142)
Budgeted Prior Year Surplus Appropriation	1,612,709	2,034,142
Net Transfers (to) from other funds		
Local Capital	(1,034,000)	(619,000)
Other		(1,311,000)
Total Net Transfers	(1,034,000)	(1,930,000)
Budgeted Surplus (Deficit), for the year	1,289,587	-

School District No. 33 (Chilliwack)

Schedule 2A

Annual Budget - Schedule of Operating Revenue by Source
Year Ended June 30, 2018

	2018 Annual Budget	2017 Amended Annual Budget
	\$	\$
Provincial Grants - Ministry of Education		
Operating Grant, Ministry of Education	125,849,121	122,070,373
INAC/LEA Recovery	(1,861,470)	(1,956,191)
Other Ministry of Education Grants		
Pay Equity	864,624	864,624
Funding for Graduated Adults	120,000	75,000
Transportation Supplement	329,456	329,456
Carbon Tax Grant	80,000	80,000
Return of Administrative Savings	603,535	603,535
Economic Stability Dividend		60,000
FSA Scoring	15,000	15,000
Total Provincial Grants - Ministry of Education	126,000,266	122,141,797
Provincial Grants - Other	120,000	90,000
Tuition		
Offshore Tuition Fees	1,436,000	1,436,000
Total Tuition	1,436,000	1,436,000
Other Revenues		
LEA/Direct Funding from First Nations	1,861,470	1,956,191
Miscellaneous		
Energy Program	100,000	100,000
Print Shop	70,000	70,000
Distance Ed. Textbook & Course Fees	150,000	150,000
Bus Fees	83,000	83,000
Other Miscellaneous	105,220	101,720
Total Other Revenue	2,369,690	2,460,911
Rentals and Leases	400,000	400,000
Investment Income	279,000	299,600
Total Operating Revenue	130,604,956	126,828,308

School District No. 33 (Chilliwack)

Schedule 2B

Annual Budget - Schedule of Operating Expense by Object
Year Ended June 30, 2018

	2018 Annual Budget	2017 Amended Annual Budget
	\$	\$
Salaries		
Teachers	54,187,061	51,940,361
Principals and Vice Principals	7,270,564	7,015,028
Educational Assistants	8,980,668	8,817,346
Support Staff	11,335,684	11,025,620
Other Professionals	2,836,407	2,737,799
Substitutes	8,337,924	8,199,066
Total Salaries	92,948,308	89,735,220
Employee Benefits	20,890,032	20,833,855
Total Salaries and Benefits	113,838,340	110,569,075
Services and Supplies		
Services	5,108,133	5,299,184
Student Transportation	9,100	9,100
Professional Development and Travel	914,025	906,301
Rentals and Leases	29,000	29,000
Dues and Fees	270,269	249,740
Insurance	303,500	307,000
Supplies	7,110,014	7,227,878
Utilities	2,311,697	2,335,172
Total Services and Supplies	16,055,738	16,363,375
Total Operating Expense	129,894,078	126,932,450

School District No. 33 (Chilliwack)

Annual Budget - Operating Expense by Function, Program and Object

Year Ended June 30, 2018

	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	44,846,973	1,025,674	2,674	465,650	-	5,055,538	51,396,509
1.03 Career Programs	106,193	-	-	404,589	71,494	29,428	611,704
1.07 Library Services	1,082,410	64,585	-	108,868	-	64,424	1,320,287
1.08 Counselling	1,950,798	-	-	-	-	369,297	2,320,095
1.10 Special Education	4,832,737	366,554	7,962,488	87,985	-	1,666,204	14,915,968
1.30 English Language Learning	764,157	56,834	-	-	-	7,691	828,682
1.31 Aboriginal Education	340,969	-	1,015,506	38,615	72,444	169,819	1,637,353
1.41 School Administration	-	5,392,012	-	2,240,851	459,231	211,138	8,303,232
1.60 Summer School	47,559	-	-	-	-	-	47,559
1.61 Continuing Education	99,175	-	-	17,433	-	-	116,608
1.62 International and Out of Province Students	116,090	110,186	-	20,994	-	4,696	251,966
1.64 Other	-	-	-	110,893	89,301	15,279	215,473
Total Function 1	54,187,061	7,015,845	8,980,668	3,495,878	692,470	7,593,514	81,965,436
4 District Administration							
4.11 Educational Administration	-	-	-	-	721,942	65,637	787,579
4.40 School District Governance	-	-	-	-	133,248	-	133,248
4.41 Business Administration	-	254,719	-	523,186	828,441	30,374	1,636,720
Total Function 4	-	254,719	-	523,186	1,683,631	96,011	2,557,547
5 Operations and Maintenance							
5.41 Operations and Maintenance Administration	-	-	-	74,974	385,801	6,107	466,882
5.50 Maintenance Operations	-	-	-	5,064,491	-	339,218	5,403,709
5.52 Maintenance of Grounds	-	-	-	576,992	-	38,676	615,668
5.56 Utilities	-	-	-	-	-	-	-
Total Function 5	-	-	-	5,716,457	385,801	384,001	6,486,259
7 Transportation and Housing							
7.41 Transportation and Housing Administration	-	-	-	101,899	74,505	3,053	179,457
7.70 Student Transportation	-	-	-	1,498,264	-	261,345	1,759,609
Total Function 7	-	-	-	1,600,163	74,505	264,398	1,939,066
9 Debt Services							
Total Function 9	-	-	-	-	-	-	-
Total Functions 1 - 9	54,187,061	7,270,564	8,980,668	11,335,684	2,836,407	8,337,924	92,948,308

School District No. 33 (Chilliwack)

Annual Budget - Operating Expense by Function, Program and Object

Year Ended June 30, 2018

	Total Salaries	Employee Benefits	Total Salaries and Benefits	Services and Supplies	2018 Annual Budget	2017 Amended Annual Budget
	\$	\$	\$	\$	\$	\$
1 Instruction						
1.02 Regular Instruction	51,396,509	11,670,981	63,067,490	6,153,872	69,221,362	67,050,268
1.03 Career Programs	611,704	128,602	740,306	586,404	1,326,710	1,293,471
1.07 Library Services	1,320,287	293,521	1,613,808	138,096	1,751,904	1,736,440
1.08 Counselling	2,320,095	506,427	2,826,522	2,100	2,828,622	2,776,082
1.10 Special Education	14,915,968	3,439,171	18,355,139	1,828,781	20,183,920	19,961,668
1.30 English Language Learning	828,682	187,257	1,015,939	21,962	1,037,901	1,015,877
1.31 Aboriginal Education	1,637,353	431,208	2,068,561	624,667	2,693,228	2,773,112
1.41 School Administration	8,303,232	1,696,133	9,999,365	366,552	10,365,917	9,990,730
1.60 Summer School	47,559	17,156	64,715	4,250	68,965	107,835
1.61 Continuing Education	116,608	28,410	145,018	10,000	155,018	153,895
1.62 International and Out of Province Students	251,966	55,962	307,928	305,790	613,718	639,680
1.64 Other	215,473	43,185	258,658	92,454	351,112	348,437
Total Function 1	81,965,436	18,498,013	100,463,449	10,134,928	110,598,377	107,847,495
4 District Administration						
4.11 Educational Administration	787,579	146,833	934,412	91,709	1,026,121	1,029,281
4.40 School District Governance	133,248	1,336	134,584	162,029	296,613	392,873
4.41 Business Administration	1,636,720	321,123	1,957,843	672,600	2,630,443	2,553,654
Total Function 4	2,557,547	469,292	3,026,839	926,338	3,953,177	3,975,808
5 Operations and Maintenance						
5.41 Operations and Maintenance Administration	466,882	82,925	549,807	255,625	805,432	796,343
5.50 Maintenance Operations	5,403,709	1,267,066	6,670,775	1,457,000	8,127,775	8,008,891
5.52 Maintenance of Grounds	615,668	124,959	740,627	240,000	980,627	969,065
5.56 Utilities	-	-	-	2,311,697	2,311,697	2,335,172
Total Function 5	6,486,259	1,474,950	7,961,209	4,264,322	12,225,531	12,109,471
7 Transportation and Housing						
7.41 Transportation and Housing Administration	179,457	37,290	216,747	79,150	295,897	298,929
7.70 Student Transportation	1,759,609	410,487	2,170,096	651,000	2,821,096	2,700,747
Total Function 7	1,939,066	447,777	2,386,843	730,150	3,116,993	2,999,676
9 Debt Services						
Total Function 9	-	-	-	-	-	-
Total Functions 1 - 9	92,948,308	20,890,032	113,838,340	16,055,738	129,894,078	126,932,450

School District No. 33 (Chilliwack)

Annual Budget - Special Purpose Revenue and Expense
Year Ended June 30, 2018

	2018	2017 Amended
	Annual Budget	Annual Budget
	\$	\$
Revenues		
Provincial Grants		
Ministry of Education	14,164,102	4,595,657
Other Revenue	70,000	3,316,190
Investment Income	2,000	2,000
Total Revenue	14,236,102	7,913,847
Expenses		
Instruction	13,779,571	7,418,455
Operations and Maintenance	456,531	495,392
Total Expense	14,236,102	7,913,847
Budgeted Surplus (Deficit), for the year	-	-

School District No. 33 (Chilliwack)

Annual Budget - Changes in Special Purpose Funds

Year Ended June 30, 2018

	Annual Facility Grant	Learning Improvement Fund	Scholarships and Bursaries	School Generated Funds	Strong Start	Ready, Set, Learn	OLEP	CommunityLINK	Coding and Curriculum Implementation
	\$	\$	\$	\$	\$	\$	\$	\$	\$
Deferred Revenue, beginning of year		215,000	219,592	1,500,000					60,000
Add: Restricted Grants									
Provincial Grants - Ministry of Education	456,531	511,038			224,000	49,000	131,292	702,688	
Other			70,000	3,000,000					
Investment Income			2,000	30,000					
	456,531	511,038	72,000	3,030,000	224,000	49,000	131,292	702,688	-
Less: Allocated to Revenue	456,531	511,038	72,000	3,269,300	224,000	49,000	131,292	702,688	60,000
Deferred Revenue, end of year	-	215,000	219,592	1,260,700	-	-	-	-	-
Revenues									
Provincial Grants - Ministry of Education	456,531	511,038		3,269,300	224,000	49,000	131,292	702,688	60,000
Other Revenue			70,000						
Investment Income			2,000						
	456,531	511,038	72,000	3,269,300	224,000	49,000	131,292	702,688	60,000
Expenses									
Salaries									
Teachers				8,000			32,620		
Principals and Vice Principals						23,269			
Educational Assistants		386,640						427,793	
Support Staff				15,000	158,170				
Substitutes		19,332		40,000			3,850	48,972	
	-	405,972	-	63,000	158,170	23,269	36,470	476,765	-
Employee Benefits		105,066		6,300	49,094	4,533	7,087	115,004	
Services and Supplies	456,531		72,000	3,200,000	16,736	21,198	87,735	110,919	60,000
	456,531	511,038	72,000	3,269,300	224,000	49,000	131,292	702,688	60,000
Net Revenue (Expense)	-	-	-	-	-	-	-	-	-

School District No. 33 (Chilliwack)

Annual Budget - Changes in Special Purpose Funds

Year Ended June 30, 2018

	Priority Measures	Classroom Enhancement Fund	PRP-AMUT Residential	After School Sports Initiative	TOTAL
	\$	\$	\$	\$	\$
Deferred Revenue, beginning of year	201,175				2,195,767
Add: Restricted Grants					
Provincial Grants - Ministry of Education		8,635,784	68,734		10,779,067
Other				55,735	3,125,735
Investment Income					32,000
	-	8,635,784	68,734	55,735	13,936,802
Less: Allocated to Revenue	-	8,635,784	68,734	55,735	14,236,102
Deferred Revenue, end of year	201,175	-	-	-	1,896,467
Revenues					
Provincial Grants - Ministry of Education		8,635,784	68,734	55,735	14,164,102
Other Revenue					70,000
Investment Income					2,000
	-	8,635,784	68,734	55,735	14,236,102
Expenses					
Salaries					
Teachers		6,444,266	38,684		6,523,570
Principals and Vice Principals		107,235			130,504
Educational Assistants					814,433
Support Staff		44,637	3,751		221,558
Substitutes		304,822	1,600		418,576
	-	6,900,960	44,035	-	8,108,641
Employee Benefits		1,527,758	10,906		1,825,748
Services and Supplies		207,066	13,793	55,735	4,301,713
	-	8,635,784	68,734	55,735	14,236,102
Net Revenue (Expense)	-	-	-	-	-

School District No. 33 (Chilliwack)

Annual Budget - Capital Revenue and Expense
Year Ended June 30, 2018

	2018 Annual Budget			2017 Amended Annual Budget
	Invested in Tangible Capital Assets	Local Capital	Fund Balance	
	\$	\$	\$	\$
Revenues				
Provincial Grants				
Ministry of Education	1,690,455		1,690,455	1,729,316
Amortization of Deferred Capital Revenue	6,774,802		6,774,802	6,847,059
Total Revenue	8,465,257	-	8,465,257	8,576,375
Expenses				
Operations and Maintenance	1,690,455		1,690,455	1,729,316
Amortization of Tangible Capital Assets				
Operations and Maintenance	7,404,910		7,404,910	7,428,589
Transportation and Housing	447,994		447,994	437,510
Total Expense	9,543,359	-	9,543,359	9,595,415
Net Revenue (Expense)	(1,078,102)	-	(1,078,102)	(1,019,040)
Net Transfers (to) from other funds				
Local Capital		1,034,000	1,034,000	619,000
District Share of Building Project			-	1,311,000
Total Net Transfers	-	1,034,000	1,034,000	1,930,000
Other Adjustments to Fund Balances				
Tangible Capital Assets Purchased from Local Capital	2,345,000	(2,345,000)	-	
Total Other Adjustments to Fund Balances	2,345,000	(2,345,000)	-	
Budgeted Surplus (Deficit), for the year	1,266,898	(1,311,000)	(44,102)	910,960



Operating Budget Comparison

2017/18 Preliminary vs 2016/17 Amended

	Revenues	Expenses	Net	Reserve Transfer	Surplus (Deficit)	
16/17 Amended Budget	\$ 126,828,308	\$ 126,932,450	\$ (104,142)	\$ 104,142	\$ -	
REVENUES	<u>Revenues Changes:</u>					
	Enrolment Changes	2,233,082	1,054,244	1,178,838	-	1,178,838
	MoEd Funding Changes	1,499,736	-	1,499,736	-	1,499,736
	Other Revenues	12,900	-	12,900	-	12,900
EXPENSES	<u>Expenditure Changes</u>					
	New Positions	-	583,522	(583,522)	-	(583,522)
	Ab Ed Funding/Surplus	30,930	(133,503)	164,433	(164,433)	-
	Wage & Benefit Increases	-	1,714,370	(1,714,370)	-	(1,714,370)
	Budget Adjustments	-	-	-	-	-
	Sub Changes	-	-	-	-	-
	School Budgets	-	-	-	-	-
	Miscellaneous	-	173,431	(173,431)	-	(173,431)
	One Time Items	-	(430,436)	430,436	-	430,436
	Capital	-	-	-	896,000	896,000
Reserve Funding	-	-	-	(257,000)	(257,000)	
Preliminary 17/18 Budget	\$ 130,604,956	\$ 129,894,078	\$ 710,878	\$ 578,709	\$ 1,289,587	



Reserve Transfers

		16/17 Budget	Additions	17/18 Budget
TO CAPITAL	<u>Transfers to Capital:</u>			
	Capital Additions	(\$619)	(\$415)	(\$1,034)
	Promontory Project Share	(1,311)	1,311	0
		<u>(\$1,930)</u>	<u>\$896</u>	<u>(\$1,034)</u>
FROM OPERATING RESERVES	<u>Transfers from Operating Reserves:</u>			
	School Surpluses Utilized	\$709		\$709
	SNAP Project	257	(257)	0
	Early Intervention Project	560		560
	Ab Ed Surplus Carryforward	334	(164)	170
	FVDES Surplus Utilized	174		174
	<u>\$2,034</u>	<u>(\$421)</u>	<u>\$1,613</u>	



Capital Expenditures

	Preliminary Budget
Backhoe/Loader	\$ 160,000
Cube Van	60,480
Air Compressor (Bus Garage)	17,500
Generator for Cultus Lake	62,300
Tractor with snow blower	80,000
Small Interior Manlift	23,500
Camera for checking drains	10,250
One ton 4x4 crew cab shop truck	60,000
Replacement Van	25,000
Ionizing Floor Scrubber	25,000
Software	10,000
New Portables	500,000
	\$1,034,030

BOARD OF EDUCATION

INFORMATION REPORT

DATE: May 23, 2017
TO: Board of Education
FROM: Gerry Slykhuis, Secretary Treasurer
RE: **2018/2019 FIVE YEAR CAPITAL PLAN**

BACKGROUND:

School districts' annual Five Year Capital Plan submissions are used to inform the selection of priority capital projects for the Ministry's following fiscal year. They also provide the Ministry insight into future year priorities that are used in longer term capital planning.

The Ministry is seeking submissions for consideration of project funding in the following capital programs:

- Seismic Mitigations Program (SMP)
- School Expansion Program (EXP)
- School Replacement Program (REP)
- Building Envelope Program (BEP)
- School Enhancement Program (SEP)
- Carbon Neutral Capital Program (CNCP)
- Bus Acquisition Program (BUS)

The intent of the five-year capital plan summary (below) is to communicate to the Ministry how a school board wishes to schedule capital projects proposed for a five-year planning timeframe, including site acquisitions. Our plan is based on the recommendations from our Long Range Facilities Plan.

1. Projects by Year

The five-year capital plan reflects an orderly sequence of capital works, and is an indication of funding needs by year. The amount indicated for each project is only an estimate for capital planning purposes.

2. Project Priority

Each capital project must be assigned a numerical ranking, ordered from highest to lowest priority, (from "1 to 10" sequentially) starting with "1" as the school board's highest priority. Within project categories, the highest ranked project will be considered the first or highest priority within that project type.

Five Year Capital Plan Summary
 Capital Plan Year: 2018/19

District Priority	Project Title	2018/19	2019/20	2020/21	2021/22	2022/23	Total
Seismic Mitigation Program (SEM):							
n/a	no submission	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
School Expansion Program (EXP):							
1	New Southside Area School (K-8)	\$ -	\$ -	\$ -	\$ -	\$ -	TBD
2	G.W. Graham Secondary Addition	\$ -	\$ -	\$ -	\$ -	\$ -	TBD
3	Chilliwack Secondary Addition	\$ -	\$ -	\$ -			TBD
School Replacement Program (REP):							
n/a	no submission	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Building Envelope Program (BEP):							
n/a	no submission	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
School Enhancement Program (SEP):							
1	Cultus Lake Elem.-Heating & Ventilation Upgrades	\$ 434,400	\$ -	\$ -	\$ -	\$ -	\$ 434,400
2	Evans Elementary-Heating & Ventilation Upgrades	\$ 396,000	\$ -	\$ -	\$ -	\$ -	\$ 396,000
3	Unsworth Elementary-Boiler Upgrade	\$ 264,000	\$ -	\$ -	\$ -	\$ -	\$ 264,000
4	Strathcona Elem.-Heating & Ventilation Upgrades	\$ 602,000	\$ -	\$ -	\$ -	\$ -	\$ 602,000
5	E. Chwk Elementary-Heating & Ventilation Upgrades	\$ 300,000	\$ -	\$ -	\$ -	\$ -	\$ 300,000
Carbon Neutral Capital Program (CNCP):							
1	Unsworth Elementary-Mechanical Upgrade-Boiler	\$ 260,000	\$ -	\$ -	\$ -	\$ -	\$ 260,000
2	Evans Elementary-Mechanical Upgrade-HVAC	\$ 160,000	\$ -	\$ -	\$ -	\$ -	\$ 160,000
Bus Replacement Program (BUS):							
n/a	Bus Replacement – A2 UNDER 6350 KG (1-24)				Cost assigned by MoEd		
n/a	Bus Replacement – Type D (80+ RE)				Cost assigned by MoEd		
Capital Plan Total		\$ 2,416,400	\$ -	\$ -	\$ -	\$ -	\$ 2,416,400

The 2018/2019 Capital Plan will be presented (for approval) at the Board’s regular meeting on June 13th. For the Ministry to process a capital plan submission, a copy of the Board of Education’s resolution that adopts the capital plan must be included. A board-adopted bylaw is not required at this point in the annual Five-Year Capital Plan process.

School districts must submit their 2018/19 Five-Year Capital Plan and supporting documentation by June 30, 2017.

BOARD OF EDUCATION

INFORMATION REPORT

DATE: May 23, 2017

TO: Board of Education

FROM: Gerry Slykhuis, Secretary Treasurer & Al Van Tassel, Director of Facilities and Transportation

RE: **2017-2018 ANNUAL FACILITIES GRANT (AFG)**

The Secretary Treasurer and Director of Facilities and Transportation will present information on the Annual Facilities Grant and spending priorities.

BACKGROUND:

Each year the Ministry provides an Annual Facility Grant (AFG) to fund maintenance and repairs of capital infrastructure in school districts. This year, the AFG funding allocation to districts will be made up of \$23,496,000 from the Ministry's operating budget and \$87.0 million from Government's capital funding allocation. In 2017/18, \$2.0 million will again be allotted from the operating portion of the AFG funding allocation to support Capital Asset Management Services (CAMS).

The Chilliwack School District will receive \$2,108,125 in funding for the 2017-18 school year with \$1,690,455 coming from Ministry capital funds and \$417,670 from Ministry operating funds (The allocation is \$456,531 but they deduct \$38,861 for our share of the Capital Asset Management System costs). See attached letter and grant allocation table.

The following is a comparison to the previous year's amounts:

	<u>2014/15</u>	<u>2015/16</u>	<u>2016/17</u>	<u>2017/18</u>
Operating Portion	\$ 318,574	\$ 244,933	\$ 378,809	\$ 417,670
Capital Portion	<u>1,789,550</u>	<u>1,863,192</u>	<u>1,729,316</u>	<u>1,690,455</u>
Total	\$2,108,124	\$2,108,125	\$2,108,125	\$2,108,125

A bylaw is no longer required to access to the capital funding portion of the AFG. This year's net AFG operating allocation of \$417,670 will be received in July and a Certificate of Approval for the capital allocation of \$1,690,455 will be issued upon submission of a spending plan.

AFG work must be completed by March 31, 2018, when the Certificate of Approval will expire.



April 7, 2017

VIA EMAIL
Ref: 193811

To: All Secretary-Treasurers
All School Districts

Re: 2017/18 Annual Facility Grant

The Ministry of Education will provide an Annual Facility Grant (AFG) allocation of \$110.496 million in 2016/17 to fund maintenance and repairs of capital infrastructure in school districts. This year, the AFG funding allocation will be made up of \$23.496 million from the Ministry's operating budget and \$87.0 million from Government's capital funding allocation. (Please see attached 2016/17 Annual Facility Grant Allocation table.)

In 2017/18, \$2.0 million will again be allotted from the operating portion of the AFG funding allocation to support Capital Asset Management Services (CAMS). School districts are expected to utilize the facility condition assessment information for their facilities in the CAMS database to help guide their AFG spending decisions.

Each school district must provide the Ministry with an AFG Expenditure Plan for 2017/18, using the AFG template provided.

The template requires all work using AFG funds planned between April 1, 2017, and March 31, 2018, to be identified by facility. (Please note that work using any AFG funds carried over from 2016/17 should not be included in the AFG Expenditure Plan for 2017/18.) School districts must now include more specific CAMS VFA database information, as appropriate for each AFG project. Please refer to the Instructions tab within the attached Expenditure Plan Template for details.

Notably, the Actual Cost column, coloured in blue, is not to be used in the initial submission of the AFG Expenditure Plan. School districts must submit this additional information after March 31, 2017, when the value of completed AFG work for individual facilities is fully known.

This year's net AFG operating allocation of \$21.496 million (\$23.496 million less the CAMS contribution) will be paid to school districts in one installment in July 2016. Each school district will be granted a single Certificate of Approval (COA) for its portion of the \$87.0 million capital allocation. A standard capital bylaw will not be required by the ministry prior to the issue of the COA. In accordance with Provincial Treasury policy, draws against the COA should not occur until capital project expenditures have been made.

.../2

School districts are requested to submit their AFG Expenditure Plan to their planning officer as soon as possible. School districts will receive their COA for AFG as soon as they have submitted the required spending plan. Please contact your planning officer if you have any questions regarding the new AFG Expenditure Plan template.

School districts are encouraged to maximize all AFG spending for capital-related maintenance work that meets the criteria for capitalization and to follow the AFG policy, which can be found at the following link:

<http://www2.gov.bc.ca/gov/topic.page?id=478C400B42B14DCBAC27CBA0E659863F>

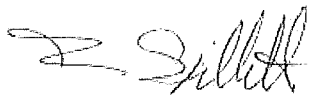
Please be reminded that all such planned AFG work must be completed by March 31, 2018, when the COA will expire.

For your reference, the 2017/18 Annual Facility Grant Allocation table is also posted on the Ministry's capital planning website, at:

<http://www2.gov.bc.ca/gov/topic.page?id=DEDC8587EAC34EEB96A41583B7C0BB2D>

Thank you for your attention to the requirements around the allocation and use of AFG funding.

Sincerely,



Ryan Spillett
Executive Director, Capital Delivery

Attachments: 2017-18 AFG Spending Plan Template
2017-18 AFG Allocation

pc: All Superintendents of Schools
All Regional Directors, Capital Management Branch
All Planning Officers, Capital Management Branch

2017/18 Annual Facility Grant Allocation

School District	Total AFG	Capital Portion	Operating Portion			Total Allocation to Districts
			Gross	Withheld (CAMS)	Net	
5 Southeast Kootenay	1,349,697	1,062,700	286,997	24,430	262,567	1,325,267
6 Rocky Mountain	920,842	725,036	195,806	16,667	179,139	904,175
8 Kootenay Lake	1,314,852	1,035,264	279,588	23,799	255,789	1,291,053
10 Arrow Lakes	293,710	231,256	62,454	5,316	57,138	288,394
19 Revelstoke	307,414	242,046	65,368	5,564	59,804	301,850
20 Kootenay-Columbia	911,726	717,858	193,868	16,502	177,366	895,224
22 Vernon	1,676,605	1,320,095	356,510	30,347	326,163	1,646,258
23 Central Okanagan	3,693,367	2,908,016	785,351	66,851	718,500	3,626,516
27 Cariboo-Chilcotin	1,466,098	1,154,350	311,748	26,537	285,211	1,439,561
28 Quesnel	842,258	663,162	179,096	15,245	163,851	827,013
33 Chilliwack	2,146,986	1,690,455	456,531	38,861	417,670	2,108,125
34 Abbotsford	3,254,228	2,562,255	691,973	58,902	633,071	3,195,326
35 Langley	3,198,757	2,518,579	680,178	57,898	622,280	3,140,859
36 Surrey	11,108,205	8,746,172	2,362,033	201,064	2,160,969	10,907,141
37 Delta	2,891,974	2,277,030	614,944	52,346	562,598	2,839,628
38 Richmond	3,899,266	3,070,133	829,133	70,578	758,555	3,828,688
39 Vancouver	10,524,842	8,286,858	2,237,984	190,502	2,047,482	10,334,340
40 New Westminster	1,109,265	873,393	235,872	20,078	215,794	1,089,187
41 Burnaby	4,378,006	3,447,075	930,931	79,243	851,688	4,298,763
42 Maple Ridge-Pitt Meadows	2,433,709	1,916,209	517,500	44,051	473,449	2,389,658
43 Coquitlam	5,359,445	4,219,822	1,139,623	97,007	1,042,616	5,262,438
44 North Vancouver	2,945,252	2,318,979	626,273	53,310	572,963	2,891,942
45 West Vancouver	1,257,454	990,071	267,383	22,760	244,623	1,234,694
46 Sunshine Coast	924,519	727,931	196,588	16,734	179,854	907,785
47 Powell River	578,118	455,188	122,930	10,464	112,466	567,654
48 Sea to Sky	898,889	707,751	191,138	16,270	174,868	882,619
49 Central Coast	283,542	223,250	60,292	5,132	55,160	278,410
50 Haida Gwaii	519,146	408,756	110,390	9,397	100,993	509,749
51 Boundary	533,063	419,713	113,350	9,649	103,701	523,414
52 Prince Rupert	637,859	502,226	135,633	11,545	124,088	626,314
53 Okanagan Similkameen	591,835	465,988	125,847	10,712	115,135	581,123
54 Bulkley Valley	666,198	524,539	141,659	12,058	129,601	654,140
57 Prince George	3,137,805	2,470,588	667,217	56,795	610,422	3,081,010
58 Nicola-Similkameen	591,756	465,926	125,830	10,711	115,119	581,045
59 Peace River South	1,343,762	1,058,027	285,735	24,322	261,413	1,319,440
60 Peace River North	1,405,975	1,107,011	298,964	25,449	273,515	1,380,526
61 Greater Victoria	3,810,598	3,000,319	810,279	68,973	741,306	3,741,625
62 Sooke	1,583,977	1,247,163	336,814	28,670	308,144	1,555,307
63 Saanich	1,438,191	1,132,377	305,814	26,032	279,782	1,412,159
64 Gulf Islands	487,350	383,721	103,629	8,821	94,808	478,529
67 Okanagan Skaha	1,262,554	994,087	268,467	22,853	245,614	1,239,701
68 Nanaimo-Ladysmith	2,613,085	2,057,443	555,642	47,298	508,344	2,565,787
69 Qualicum	937,488	738,142	199,346	16,969	182,377	920,519
70 Alberni	995,926	784,154	211,772	18,027	193,745	977,899
71 Comox Valley	1,648,001	1,297,573	350,428	29,829	320,599	1,618,172
72 Campbell River	1,237,443	974,315	263,128	22,398	240,730	1,215,045
73 Kamloops/Thompson	3,300,686	2,598,834	701,852	59,743	642,109	3,240,943
74 Gold Trail	656,782	517,125	139,657	11,888	127,769	644,894
75 Mission	1,173,413	923,901	249,512	21,239	228,273	1,152,174
78 Fraser-Cascade	504,461	397,193	107,268	9,131	98,137	495,330
79 Cowichan Valley	1,806,213	1,422,143	384,070	32,693	351,377	1,773,520
81 Fort Nelson	303,856	239,245	64,611	5,500	59,111	298,356
82 Coast Mountains	1,449,714	1,141,449	308,265	26,240	282,025	1,423,474
83 North Okanagan-Shuswap	1,610,390	1,267,960	342,430	29,148	313,282	1,581,242
84 Vancouver Island West	372,511	293,301	79,210	6,743	72,467	365,768
85 Vancouver Island North	697,793	549,416	148,377	12,630	135,747	685,163
87 Stikine	285,699	224,948	60,751	5,171	55,580	280,528
91 Nechako Lakes	1,361,133	1,071,704	289,429	24,637	264,792	1,336,496
92 Nisga'a	255,387	201,082	54,305	4,623	49,682	250,764
93 Conseil scolaire francophone	1,306,511	1,028,697	277,814	23,648	254,166	1,282,863
Provincial Total	110,495,587	87,000,000	23,495,587	2,000,000	21,495,587	108,495,587