



**Chilliwack
School District**

THE BOARD OF EDUCATION
School District #33 (Chilliwack)
Regular Public Board Meeting
AGENDA
May 14, 2019
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 April 30, 2019 Regular Public Board be approved as circulated.)

2. PRESENTATION

- 2.1. Strategic Plan Update: Alternate Programs and Middle School Inclusion

3. ACTION ITEMS

- 3.1. Education Policy Advisory Committee Report
- 3.2. Policy 504: Ordinarily Resident and Non-Resident Students
- 3.3. Policy 604: Library Learning Commons
- 3.4. Policy 629: Career Programs
- 3.5. Budget Committee Report
- 3.6. 2019 – 2020 Budget Approval: 1st Reading
- 3.7. Integrated Arts & Technology School of Choice
- 3.8. Schedule of Board Meetings 2019 – 2020
- 3.9. Trustee Remuneration
- 3.10. British Columbia School Trustees Association Membership
- 3.11. Policy 220: Public Participation
- 3.12. Policy 803 & Administrative Regulation 803.1: Acquisition and Disposal of Real Estate

4. INFORMATION ITEMS

- 4.1. Quarterly Financial Report
- 4.2. BCSTA Report
- 4.3. Trustee Reports
- 4.4. Meeting Summary
- 4.5. **Next Board of Education Meeting: May 28, 2019 – 7:00 p.m.**

5. PUBLIC PARTICIPATION – QUESTIONS CONCERNING THE AGENDA

6. ADJOURNMENT



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

Date of Meeting: Tuesday, April 30, 2019

Location: School District Office

Members Present:

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

Staff Present:

Acting Superintendent	Mr. R. Arul-pragasam
Secretary Treasurer	Mr. G. Slykhuis
Acting Assistant Superintendent	Mr. K. Savage
Acting Assistant Superintendent	Ms. J. Hall
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 7:01 p.m. - **Welcome and Acknowledgment of Traditional Stó:lō Territory.**

1.2. Adoption of the Agenda

90.19 Moved by: Trustee Reichelt
Seconded by: Trustee Maahs

THAT the agenda be adopted as circulated.

CARRIED

1.3. Approval of the Minutes

91.19 Moved by: Trustee Swankey
Seconded by: Trustee Furgason

THAT the minutes of the April 9, 2019 Regular Public Board meeting be approved as circulated.

CARRIED

2. PRESENTATION – 2019 – 2020 PUBLIC BUDGET PRESENTATION**3. ACTION ITEMS****3.1. 5-Year Capital Plan Bylaw – 2019-2020: 3rd Reading**

92.19 Moved by: Trustee Reichelt
Seconded by: Trustee Swankey

THAT the Board approve third (final) reading and adoption of Capital Project Bylaw No. 2019/20-CPSD33-01.

CARRIED

3.2. Policy 211: Regular Public Meetings

93.19 Moved by: Trustee Maahs
Seconded by: Trustee Neufeld

Challenge of the Motion regarding Policy 211: Regular Public Meetings.

DEFEATED

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

94.19 Moved by: Trustee Swankey
Seconded by: Trustee Reichelt

THAT the Board of Education amend the motion to revise Policy 211: Regular Public Meetings as follows:

7. The agenda and notice of meetings shall be prepared under the direction of the Chair in consultation with the Vice Chair, the Superintendent and the Secretary-Treasurer. ~~Written notice of each meeting, together with the proposed agenda, must be given at least 48 hours in advance to each trustee by delivery to the place designated by the trustee. Non-receipt by a trustee shall not void the proceedings. Proposed agenda items must be submitted nine days prior to a meeting unless they pertain to emergent issues. Proposed items may be placed on the Agenda in one of the following ways:~~
 1. By notifying the Board Chair, Vice Chair or Superintendent 24 hours prior to the agenda setting meeting.
 2. By notice of motion at the previous meeting.
 3. As a request from a committee of the Board.
 4. As outlined in Section 10 of this Policy
8. The proposed agenda and supporting documentation will be posted on the district website on Friday afternoon prior to the meeting. ~~Written notice of each meeting, together with the proposed agenda, must be given to each trustee to~~

the place designated by them at least 24 hours prior to the agenda being made public. Non-receipt by a trustee shall not void the proceedings.

10. A change to the order of business may be proposed by any trustee at the adoption of the agenda. Any addition to the agenda, or change to the order of business, and shall require a majority vote.

CARRIED

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

- 95.19 Moved by: Trustee Reichelt
Seconded by: Trustee Mumford

THAT the Board of Education approve Policy 211: Regular Public Meetings as amended.

CARRIED

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

3.3. **Policy 212: In-Camera Meetings**

- 96.19 Moved by: Trustee Swankey
Seconded by: Trustee Reichelt

THAT the Board of Education approve Policy 212: In-Camera Meetings as revised.

CARRIED

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

3.4. **Policy 213: Special Meetings**

- 97.19 Moved by: Trustee Reichelt
Seconded by: Trustee Mumford

THAT the Board of Education re-affirm Policy 213: Special Meetings as written.

CARRIED

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

3.5. **Policy 214: Planning Meetings**

- 98.19 Moved by: Trustee Swankey
Seconded by: Trustee Neufeld

THAT the Board of Education amend the re-affirmed policy to include the following:

2. Planning meetings may be necessary to discuss and address routine matters; they shall not be a decision-making venue for the Board of Education.

CARRIED

- 99.19 Moved by: Trustee Reichelt
Seconded by: Trustee Maahs

THAT the Board of Education re-affirm Policy 214: Planning Meetings as amended.

CARRIED

3.6. Policy 205: Code of Ethics for Trustees

100.19 Moved by: Trustee Reichelt
Seconded by: Trustee Mumford

THAT the Board of Education amend revisions to Policy 205: Code of Ethics for Trustees to add:

15. Ensure that I do not share, verbally or through email or social media, any inappropriate or unwelcome content related to a prohibited ground of discrimination as set out in the Human Rights Code.

CARRIED

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

101.19 Moved by: Trustee Maahs
Seconded by: Trustee Neufeld

THAT the Board of Education table the motion until the Board discusses the revisions at a Committee of the Whole.

DEFEATED

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

102.19 Moved by: Trustee Swankey
Seconded by: Trustee Reichelt

THAT the Board of Education amend revisions to Policy 205: Code of Ethics for Trustees to add:

4. Make no disparaging remarks, in or out of the Board meetings, ~~about that~~ **disparage** other members of the Board, **employees of the district, or recognized partner groups** ~~or their opinions.~~

CARRIED

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

103.19 Moved by: Trustee Coulter
Seconded by: Trustee Reichelt

THAT the Board of Education approve revised Policy 205: Code of Ethics for Trustees as amended.

CARRIED

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

3.7. Policy 236: Committee of the Whole

104.19 Moved by: Trustee Maahs
Seconded by: Trustee Reichelt

THAT the Board of Education amend Policy 236: Committee of the Whole to remove:

1. The Committee of the Whole will make recommendations to the Board of Education for consideration and decision.

CARRIED

105.19 Moved by: Trustee Reichelt
Seconded by: Trustee Mumford

THAT the Board of Education approve Policy 236: Committee of the Whole as amended.

CARRIED

5. INFORMATION ITEMS

5.1 Trustee Remuneration Advisory Committee Report

Committee Chair Walt Krahn presented the Trustee Remuneration Advisory Committee Report.

106.19 Moved by: Trustee Swankey
Seconded by: Trustee Reichelt

THAT the Board of Education extend the meeting for 30 minutes.

CARRIED

5.2 BCSTA Report

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

5.3 Trustee Reports

Trustee Furgason reported on the following:

- April 10: Attended Dinner with Mayor and City Council.
- April 24: Attended the Public Consultation on the new Integrated Arts and Technology school at SSS.
- Notice of Motion: To amend the Regular Public Meeting Policy to reinstate the right for the public to make any comments they like for up to two minutes.

Trustee Mumford reported on the following:

- April 16: Visited McCammon.
- April 23: Attended CHC meeting.
- April 23: Participated in the Scholarship Committee meeting.
- April 24: Attended Unsworth PAC.
- April 24: Attended the Public Consultation on the new Integrated Arts and Technology school at SSS.

Trustee Neufeld reported on the following:

- BCSTA AGM.
- Notice of Motion: That the Board remove itself as a member of the BCSTA.

Trustee Reichelt reported on the following:

- April 10: Attended Dinner with Mayor and City Council.
- April 16: Attended the Public Consultation on the new Integrated Arts and Technology school at CSS.
- April 17: Attended Vedder Elementary PAC meeting.
- April 23-24: Sat on the PVP Selection Committee.

- April 24: Attended the Public Consultation on the new Integrated Arts and Technology school at SSS.
- April 25-27: Attended the BCSTA AGM.
- April 28: Attended the Workers' Day of Mourning for people who have lost their lives on the job.

Trustee Swankey reported on the following:

- April 10: Joined Mayor, council, and members of senior staff for dinner.
- April 16: Attended the first of two public consultations for the proposed Integrated Arts and Technology School at the NLC.
- April 24: Attended the Chilliwack Transition Fair at Canada Education Park's UFV Campus.
- April 24: Attended the second public consultations for the proposed Integrated Arts and Technology school at Sardis Secondary.
- April 25-27: Attended the BCSTA AGM in Richmond BC.
- April 30: Toured East Chilliwack Elementary.

Trustee Maahs reported on the following:

- Tyson Elementary.
- Dinner with City.
- Interview PVP committee.
- New Arts & Technology School presentation.
- Greendale Elementary bullying workshop.

Trustee Coulter reported on the following:

- April 10: Attended Dinner with Mayor and City Council.
- Attended the BCSTA AGM.
- Attended both consultations on the Integrated Arts and Technology school.
- Update on ThoughtExchange process.

5.4 April 9, 2019 In-Camera Board Meeting Summary

Trustees: Dan Coulter, Willow Reichelt, Darrell Furgason, Heather Maahs, Jared Mumford, Barry Neufeld, David Swankey

Staff: Rohan Arul-pragasam, Gerry Slykhuis, Tamara Ilersich, Donna Vogel

1. Vacant Properties
2. PVP Recruitment/Selection Process
3. Five-Year Capital Plan – Preliminary 2020-2021
4. Collective Bargaining: CUPE

5.5 Next Board of Education Meeting Date

Tuesday, May 14, 2019
7:00 pm
School District Office

6. QUESTION PERIOD ON AGENDA ITEMS

The Chair called for questions from the public regarding agenda items.

Questions were received regarding:

- Revised Policy 205: Code of Ethics for Trustees.
- The Board's process for discussing 200 series policies.

7. ADJOURNMENT

The meeting was adjourned at 10:18 p.m.

Board Chair

Secretary-Treasurer

BOARD OF EDUCATION

PRESENTATION

DATE: May 14, 2019

TO: Board of Education

FROM: Sean Wicker, Principal Alternate Education

RE: **STRATEGIC PLAN UPDATE – CHILLIWACK EDUCATION CENTRE
ALTERNATE PROGRAMS**

Sean Wicker, Principal of Alternate Education, will provide an update on Type 3 Alternate Programs and Structures in the Chilliwack School District as it relates to the Strategic Plan and the following priority:

Priority	Aligning and allocating resources, equitably, responsibly and effectively, to support goals and key initiatives. (Resources)
Goal	To align resources to efficiently and effectively execute the Strategic Plan.
Strategy	10. District Plan Review <ul style="list-style-type: none">To develop a renewed vision for supporting students and programs.

BACKGROUND:

1. Background and Numbers to provide the context.
2. Effects of Reconfiguration on the Chilliwack Education Centre.
3. Current status and update for Education Centre Alternate Programs.
4. Next Steps.

BOARD OF EDUCATION

PRESENTATION

DATE: May 14, 2019

TO: Board of Education

FROM: Kirk Savage, Acting Assistant Superintendent

RE: **STRATEGIC PLAN UPDATE – INCLUSION TEACHERS**

Kirk Savage, Acting Assistant Superintendent, will be joined by Gabe D'Archangelo (VMS Principal) and Scott Wallace (ADR Principal) to provide an update on the Inclusion Teacher model at Middle Schools as it relates to the Strategic Plan and the following priority:

Priority	Improving student achievement and well-being through high-quality instruction. (Instruction)
Goal	To enhance personal and social responsibility.
Strategy	2. Tier 2 and Tier 3 Supports <ul style="list-style-type: none">• Implementation of Inclusion teachers at Middle Schools.

BACKGROUND:

1. Inclusion Teacher Update One-Pager (attached)
 - a. Student needs are best met at their home school.
 - b. Impact of Inclusion Teachers at our Middle Schools 2018/19.
 - c. Statistical Information.

PRIORITY: Improving student achievement and well-being through high quality instruction.

GOAL: To enhance personal and social responsibility

ACTION: Implementation of Inclusion Teachers at Middle Schools

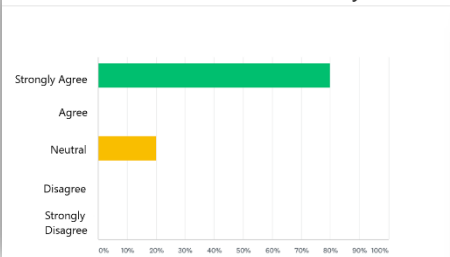


INCLUSION TEACHER UPDATE May 2019

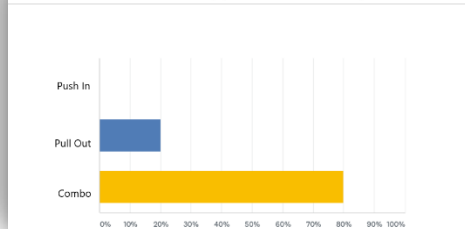
It is our shared belief that the needs of students in grades 6, 7, & 8 (aged 9-13) are best met in their home school. To support this belief, the role of Inclusion Teacher was added to our middle schools this year. These non-enrolling teachers ensure that our students attend their home school in a meaningful, connected, and supported way. This one-pager update gives an overview on the impact of this initiative as we near the end of our first year of implementation. This data was collected through feedback from middle school principals.

"It has helped to have a person who can mitigate negative situations with the goal of re-connect them to their classroom teacher. Students have someone to talk to, advocate for them, and teach them how to manage their emotions and navigate their world."

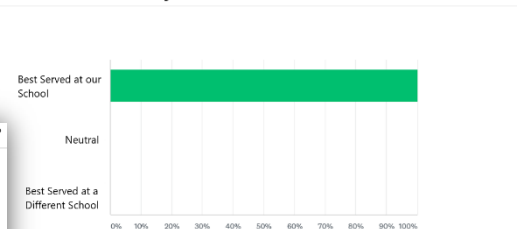
The inclusion teacher model is valuable to your school.



What does inclusion support look like at your school?



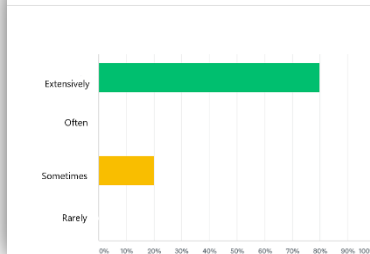
Are your students best served by your school community and staff or would they be better served in a different school?



"Our Inclusion Teacher's role is now embedded in the culture of our school."

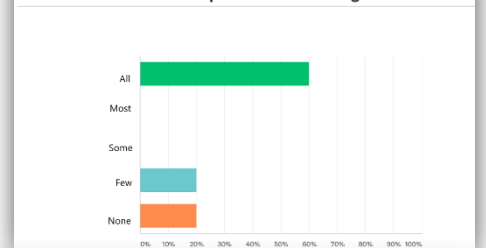
"...one student works from home because of significant behavioural issues - he meets with this student twice a week at 3:30 pm to go over his school work."

The inclusion teacher works with staff

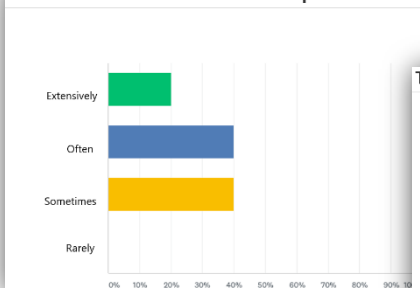


"...here are a few notable hats that they wear: relationship builder, case manager, IEP management, consultant for student/parent/teacher/admin., connection to community resources, taxi driver. Breakfast and lunch provider, the connection for student to school."

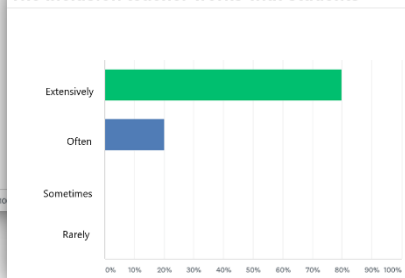
How many of the students on the inclusion teacher's caseload are at risk of a poor transition to grade 9?



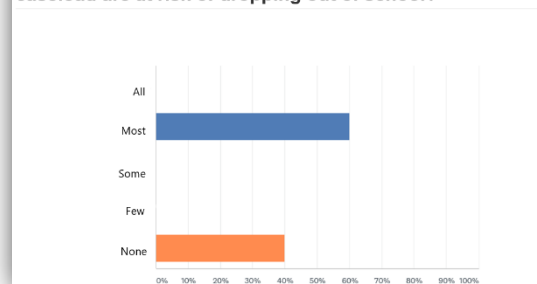
The inclusion teacher works with parents



The inclusion teacher works with students



How many of the students on the inclusion teacher's caseload are at risk of dropping out of school?



"She has ensured that a number of our students have been able to not only remain connected to the school, but also been successful in the school setting."

STATS – INCLUSION TEACHERS

- 4.4 FTE
 - 1.0 ADR
 - 1.0 MSMS
 - 1.0 VMS
 - 1.0 CMS
 - 0.4 RTCS
- Direct Service to Students
 - 75 – 80 Students
- Alternate Placements
 - 2017/18 13 students
 - 2018/19 3 students

BOARD OF EDUCATION

DECISION REPORT

DATE: May 14, 2019

TO: Board of Education

FROM: David Swankey, Trustee

RE: **EDUCATION POLICY ADVISORY COMMITTEE MEETING REPORT**

RECOMMENDATION

THAT the Board of Education receive the Education Policy Advisory Committee Meeting Report of May 2, 2019.

Minutes



REPORT OF THE EDUCATION POLICY ADVISORY COMMITTEE

Meeting Held Thursday, May 2, 2019 – 6:00 p.m.

School District Office

Attendance:	David Swankey Heather Maahs Sean Wicker Sharon Bernard Matthew Lutz Danielle Bennett Ed Klettke Lorie McLaren Loren Muth Meghan Reid Mallory Tomlinson Ella Reedman Alicia Duncan Dylan Beauchamp Mikaela Stolz Charlotte Reid Danae Bennet	Trustee and Committee Chair Trustee CPVPA CPVPA Management Group CTA CTA CUPE Aboriginal Education Advisory Committee DPAC DPAC Student, CSS Student, Ed Centre Student, GWG Student, GWG Student, SSS Student, SSS
Staff:	Rohan Arul-pragasam Janet Hall David Manuel Sonja Wykpis Helen Plummer Heather Elliott Donna Vogel	Acting Superintendent Acting Assistant Superintendent District Principal Student Services Coordinator ELL/ESD District Principal Curriculum ADST/Careers Helping Teacher Executive Assistant

1. CALL TO ORDER

Trustee and Committee Chair David Swankey called the meeting to order at 6:01 p.m.

2. APPROVAL OF AGENDA

Moved by: Danielle Bennett

Seconded by: Matthew Lutz

THAT the Agenda be amended to move Draft Policy 629: Career programs to #3.

CARRIED

Minutes



THAT the Agenda be approved as amended.

CARRIED

3. DRAFT REVISED POLICY – 629: CAREER PROGRAMS

The committee reviewed this draft policy and referred it to the Board of Education for approval after suggested changes.

Moved by: Sharon Bernard

Seconded by: Sean Wicker

THAT REVISED Policy 629: Career Programs be referred to the Board of Education for approval.

CARRIED

4. DRAFT REVISED POLICY – 504: ORDINARILY RESIDENT AND NON-RESIDENT STUDENTS

The committee reviewed this revised policy and referred it to the Board of Education for approval after suggested changes.

Moved by: Sharon Bernard

Seconded by: Mallory Tomlinson

THAT REVISED Policy 504: Ordinarily Resident and Non-Resident Students be referred to the Board of Education for approval.

CARRIED

5. DRAFT REVISED POLICY – 604: LIBRARY LEARNING COMMONS

The committee reviewed this revised policy and referred it to the Board of Education for approval after suggested changes.

Moved by: Danielle Bennett

Seconded by: Sharon Bernard

THAT REVISED Policy 604: Library Learning Commons be referred to the Board of Education for approval.

CARRIED

6. DRAFT REVISED POLICY – 534: STUDENT DRESS CODE

The committee reviewed this draft policy and deferred it to a future meeting of the Education Policy Advisory Committee.

Moved by: Mallory Tomlinson

Seconded by: Matthew Lutz

Minutes



Chilliwack
School District

THAT DRAFT Policy 534: Student Dress Code be deferred to a future Education Policy Advisory Committee meeting.

CARRIED

7. ADJOURNMENT 7:58 p.m.

DRAFT

BOARD OF EDUCATION

DECISION REPORT

DATE: May 14, 2019

TO: Board of Education

FROM: Rohan Arul-pragasam, Acting Superintendent

RE: **POLICY 504 – Ordinarily Resident and Non-Resident Students**

RECOMMENDATION

THAT the Board of Education approve Policy 504 – Ordinarily Resident and Non-Resident Students as presented. This policy was presented to the Education Policy Advisory Committee in draft form at its May 2, 2019 meeting.

**BOARD OF EDUCATION
School District #33 (Chilliwack)**

504

POLICY

Ordinarily Resident and Non-Resident Students

~~The Board supports the admission of non-resident students subject to the availability of suitable programs, staff, facilities, and available space after providing for:~~

- ~~1. Resident students from the school catchment area;~~
- ~~2. Resident students from other Chilliwack school catchment areas.~~

~~The purpose of this policy is to set conditions under which ordinarily resident and non-resident students may be admitted to schools in the Chilliwack School District. This policy outlines criteria for both resident and non-resident students, and provides guidelines for admitting these students.~~

Ordinarily Resident: (See Administrative Regulation 504.1: Ordinarily Resident and Non-Resident Students)

~~As defined in the *School Act*, the student is ordinarily resident in the school district when the student regularly and customarily lives in the school district and considers that locality as their home, and the guardian of the student is ordinarily resident in British Columbia in the meaning set out in the *School Act* defining the residency of a student.~~

Non-Resident: (See Administrative Regulation 504.1: Ordinarily Resident and Non-Resident Students)

~~Students who do not meet the criteria for Ordinarily Resident are Non-Resident.~~

~~The Chilliwack Board of Education believes that international students add to the rich educational environment in the Chilliwack School District. The Board supports the admission of non-resident students subject to the availability of suitable programs, staff, facilities and available space after providing for resident students from the school catchment area and resident students from other Chilliwack school catchment areas.~~

Admission of International Students – Without Fee (See Administrative Regulation 504.1: Ordinarily Resident and Non-Resident Students)

~~International students residing or planning to reside in Chilliwack who request permission to enroll in the Chilliwack School District will be accepted without additional fees, provided that they qualify under any of the conditions listed in~~

Administrative Regulation 504.1 and are subject to all additional qualifications and conditions described in this regulation.

Admission of International Students – With Fee (See Policy 511: International Student Program and Administrative Regulation 511.1: International Student Program)

Cross Refs: Administrative Regulation 504.1: Ordinarily Resident and Non-Resident Students
Policy 511: International Student Program
Administrative Regulation 511.1: International Student Program

Adopted: May 27, 1997
Reviewed: October 21, 2014
Revised: November 25, 2003, April 22, 2015, May 14, 2019

**BOARD OF EDUCATION
School District #33 (Chilliwack)**

**504
POLICY
Ordinarily Resident and Non-Resident Students**

The purpose of this policy is to set conditions under which ordinarily resident and non-resident students may be admitted to schools in the Chilliwack School District. This policy outlines criteria for both resident and non-resident students, and provides guidelines for admitting these students.

Ordinarily Resident: (See Administrative Regulation 504.1: Ordinarily Resident and Non-Resident Students)

As defined in the *School Act*, the student is ordinarily resident in the school district when the student regularly and customarily lives in the school district and considers that locality as their home, and the guardian of the student is ordinarily resident in British Columbia in the meaning set out in the *School Act* defining the residency of a student.

Non-Resident: (See Administrative Regulation 504.1: Ordinarily Resident and Non-Resident Students)

Students who do not meet the criteria for Ordinarily Resident are Non-Resident.

The Chilliwack Board of Education believes that international students add to the rich educational environment in the Chilliwack School District. The Board supports the admission of non-resident students subject to the availability of suitable programs, staff, facilities and available space after providing for resident students from the school catchment area and resident students from other Chilliwack school catchment areas.

Admission of International Students – Without Fee (See Administrative Regulation 504.1: Ordinarily Resident and Non-Resident Students)

International students residing or planning to reside in Chilliwack who request permission to enroll in the Chilliwack School District will be accepted without additional fees, provided that they qualify under any of the conditions listed in Administrative Regulation 504.1 and are subject to all additional qualifications and conditions described in this regulation.

**Admission of International Students – With Fee (See Policy 511:
International Student Program and Administrative Regulation 511.1:
International Student Program)**

DRAFT

BOARD OF EDUCATION

DECISION REPORT

DATE: May 14, 2019
TO: Board of Education
FROM: Rohan Arul-pragasam, Acting Superintendent
RE: **POLICY 604 – Library Learning Commons**

RECOMMENDATION

THAT the Board of Education approve Policy 604 – Library Learning Commons as presented. This policy was presented to the Education Policy Advisory Committee in draft form at its May 2, 2019 meeting.

**BOARD OF EDUCATION
School District #33 (Chilliwack)**

604

POLICY

School Libraries Library Learning Commons

1. ~~The Board of Education believes that the school library is an essential component of the instructional process and will provide library services in all schools.~~
2. ~~Physical facilities shall conform to any applicable specifications established by the Ministry of Education.~~
3. ~~The library should contain a comprehensive collection of instructional materials primarily to support the curriculum.~~
4. ~~Secondary school staff allotment to the library is designated by the principal from the school's assigned staff. Elementary library staff assignment is according to Board Policy IHBA.~~
5. ~~Priority in appointment of school librarians will be given to those qualified and competent both as librarians and teachers.~~
6. ~~The principal, librarian and other teachers will together develop the school's library program which should reflect the educational philosophy of the school.~~
7. ~~The Board of Education will make annual budget provision to maintain and improve the quality and quantity of library collections.~~
8. ~~Maximum accessibility of all students to library materials is to be ensured.~~

The Board of Education believes that a school Library Learning Commons is an essential component of student learning and achievement. It is the goal of the Board to create equitable access, resources, staffing and budgets across school sites.

The Board of Education believes that Library Learning Commons feature flexible spaces and dynamic programming, in order to foster innovative and inclusive opportunities for learning.

Cross Refs: Administrative Regulation 604.1: Library Learning Commons
Administrative Regulation 604.2: Role of the Teacher-Librarian in the Library Learning Commons

Adopted: November 12, 1980
Reviewed:
Revised: May 14, 2019

**BOARD OF EDUCATION
School District #33 (Chilliwack)**

**604
POLICY
Library Learning Commons**

The Board of Education believes that a school Library Learning Commons is an essential component of student learning and achievement. It is the goal of the Board to create equitable access, resources, staffing and budgets across school sites.

The Board of Education believes that Library Learning Commons feature flexible spaces and dynamic programming, in order to foster innovative and inclusive opportunities for learning.

Cross Refs: Administrative Regulation 604.1: Library Learning Commons
Administrative Regulation 604.2: Role of the Teacher-Librarian in the Library Learning Commons

Adopted: November 12, 1980
Reviewed:
Revised: May 14, 2019

BOARD OF EDUCATION

DECISION REPORT

DATE: May 14, 2019
TO: Board of Education
FROM: Rohan Arul-pragasam, Acting Superintendent
RE: **POLICY 629 – Career Programs**

RECOMMENDATION

THAT the Board of Education approve Policy 629 – Career Programs as presented. This policy was presented to the Education Policy Advisory Committee in draft form at its May 2, 2019 meeting.

**BOARD OF EDUCATION
School District #33 (Chilliwack)**

**629
POLICY
Career Programs**

The Board of Education recognizes that career programs support students in becoming successful, educated and global citizens by providing them with opportunities to explore a variety of careers and options for their future. Career programs allow for additional connections between classroom learning, workplace and post-secondary realities, and are intended to make student learning more meaningful and relevant.

The Board of Education supports career programs that integrate classroom learning with practical experiences in the workplace, including but not limited to Work Experience 12, Youth Work in Trades, Youth Train in Trades, Regional Career Programs and Dual credit, as well as related Board Authority/Authorized Courses.

Cross Refs:

Adopted: May 14, 2019
Reviewed:
Revised:

BOARD OF EDUCATION

DECISION REPORT

DATE: May 14, 2019
TO: Board of Education
FROM: Jared Mumford, Budget Committee Chair
RE: **BUDGET COMMITTEE REPORT**

RECOMMENDATION:

THAT the Board of Education receive the Budget Committee Meeting Report of May 9, 2019 as presented.

Minutes



REPORT OF THE BUDGET COMMITTEE

Meeting Held Thursday, May 9, 2019 – 4:00 p.m.

School District Office

Attendance:

Committee Members:	Jared Mumford Darrell Furgason Willow Reichelt Ed Klettke Allan Van Tassel Glenn Froese Francesa Shannahan Amy Mebesius	Committee Chair Trustee Trustee CTA Management Group Community Rep Community Rep Student Rep – CSS
Staff:	Gerry Slykhuis Mark Friesen Cathy Meeres	Secretary Treasurer Assistant Secretary Treasurer Executive Assistant (Recorder)
Regrets:	Rohan Arul-pragasam Gail Point Dale Obirek Jessica Clarke Gabe D'Archangelo Olivia Gregg Sarah Thompson Sierra Jensen	Acting Superintendent AEAC CUPE DPAC CPVPA Student Rep – GWG Student Rep – CSS Student Rep – GWG

1. Call to Order

Chair Mumford called the meeting to order at 4:08 p.m.

2. Approval of Agenda

Mover: Willow Reichelt
Second: Al Van Tassel

THAT the agenda be approved as circulated.

CARRIED

3. Approval of Minutes

Mover: Darrell Furgason
Second: Al Van Tassel

THAT the minutes of the April 4, 2019 meeting be approved as circulated.

CARRIED

4. **Public Budget Presentation Debrief**

Committee members provided feedback on the Public Budget Presentation held April 30, 2019 at the School District Office during the regular Board meeting. The following comments/suggestions were made:

- Worked well to take questions during the presentation so thoughts were not lost.
- Interplay between public and staff presenting was good.
- Simplify or shorten the presentation if possible but this may be difficult as the budget is complex.
- Example of school staff was very helpful and a key element.
- Consider adding a list of common acronyms.
- Visual charts and graphic were great.
- Good having it live streamed at a public meeting - can review recording.
- Look at whether the Board meeting should be suspended for the Public Budget presentation.

5. **March Quarterly Financial Report**

The Secretary Treasurer presented the March Quarterly Financial Report indicating a favourable variance to budget of \$269,487. This is 0.3% of our year to date budget. This is a variance to budget, not a surplus, as we budgeted for a \$2.5 million deficit this year. The Assistant Secretary Treasurer reviewed the Service and Supplies breakdown.

6. **Preliminary Budget 2018/19**

The Secretary Treasurer and Assistant Secretary Treasurer presented the 2019/20 Annual Budget showing an annual budget amount of \$158,109,475.

The Secretary Treasurer reviewed Operating budget comparisons for the 18/19 Amended vs. 19/20 Preliminary budgets. Included in the budget are local Capital purchases of \$1.2 million and \$1.0 million in Reserve transfers for the new Southside School. The Operating budget will be balanced through the utilization of \$659,738 from Internally Restricted funds.

The Assistant Secretary Treasurer reviewed the Reserve Summary and Special Purpose funds. The 2019/20 budget will be presented to the Board of Education on May 14, 2019 for first reading.

7. **Budget Committee Community Members**

Chair Jared Mumford acknowledged Glenn Froese and Francesca Shannahan for their contributions to this committee. Their term as Community Members on the Budget Committee ends on June 30, 2019.

8. **Adjournment**

The meeting was adjourned at 5:31 p.m. An appreciation dinner for the Committee followed the meeting.

BOARD OF EDUCATION

DECISION REPORT

DATE: May 14, 2019
TO: Board of Education
FROM: Gerry Slykhuis, Secretary Treasurer
RE: **2019-20 ANNUAL BUDGET – 1ST READING**

RECOMMENDATION:

THAT the Board of Education approve the first reading of 2019-2020 Annual Budget Bylaw at the May 14, 2019 Regular Board Meeting in the amount of \$158,109,475.

BACKGROUND:

Included in this package is the Ministry of Education Budget Template document – this is the main budget document and bylaw for 1st reading.

Annual Budget

School District No. 33 (Chilliwack)

June 30, 2020

School District No. 33 (Chilliwack)

June 30, 2020

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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 2019/2020 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 2019/2020.
3. The attached Statement 2 showing the estimated revenue and expense for the 2019/2020 fiscal year and the total budget bylaw amount of \$158,109,475 for the 2019/2020 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 2019/2020.

READ A FIRST TIME THE _____ DAY OF _____, 2019;

READ A SECOND TIME THE _____ DAY OF _____, 2019;

READ A THIRD TIME, PASSED AND ADOPTED THE _____ DAY OF _____, 2019;

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 2019/2020, adopted by the Board the _____ DAY OF _____, 2019.

Secretary Treasurer

School District No. 33 (Chilliwack)

Statement 2

Annual Budget - Revenue and Expense

Year Ended June 30, 2020

	2020 Annual Budget	2019 Amended Annual Budget
Ministry Operating Grant Funded FTE's		
School-Age	13,826,338	13,717,224
Adult	57,625	74,875
Other	84,750	84,750
Total Ministry Operating Grant Funded FTE's	13,968,713	13,876,849
Revenues	\$	\$
Provincial Grants		
Ministry of Education	140,598,149	142,860,253
Other	170,000	190,000
Tuition	1,500,000	1,337,500
Other Revenue	6,108,016	6,443,439
Rentals and Leases	365,399	350,000
Investment Income	532,800	528,000
Amortization of Deferred Capital Revenue	6,890,062	6,853,885
Total Revenue	156,164,426	158,563,077
Expenses		
Instruction	124,822,998	124,832,366
District Administration	4,579,327	4,599,109
Operations and Maintenance	23,418,301	23,963,566
Transportation and Housing	4,087,549	3,951,514
Total Expense	156,908,175	157,346,555
Net Revenue (Expense)	(743,749)	1,216,522
Budgeted Allocation (Retirement) of Surplus (Deficit)	1,659,738	4,986,168
Budgeted Surplus (Deficit), for the year	915,989	6,202,690
Budgeted Surplus (Deficit), for the year comprised of:		
Operating Fund Surplus (Deficit)		
Special Purpose Fund Surplus (Deficit)		
Capital Fund Surplus (Deficit)	915,989	6,202,690
Budgeted Surplus (Deficit), for the year	915,989	6,202,690

Other Funds

Operating Budget	Capital Budget	Special Purpose Funds
		
<p>Student Supports Instruction Administration Maintenance Transportation</p>	<p>Buildings Land Improvements Equipment Site Purchases</p>	<p>Specific Time Frame (1-2 years) Specific Function-Examples: School Trust Fund Annual Facilities Grant Community Link</p>

School District No. 33 (Chilliwack)

Statement 2

Annual Budget - Revenue and Expense

Year Ended June 30, 2020

	2020 Annual Budget	2019 Amended Annual Budget
Budget Bylaw Amount		
Operating - Total Expense	135,490,959	134,836,374
Special Purpose Funds - Total Expense	11,454,235	12,659,878
Capital Fund - Total Expense	9,962,981	9,850,303
Capital Fund - Tangible Capital Assets Purchased from Local Capital	1,201,300	1,481,500
Total Budget Bylaw Amount	158,109,475	158,828,055

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

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May 02, 2019 14:39

School District No. 33 (Chilliwack)

Statement 4

Annual Budget - Changes in Net Financial Assets (Debt)

Year Ended June 30, 2020

	2020 Annual Budget \$	2019 Amended Annual Budget \$
Surplus (Deficit) for the year	(743,749)	1,216,522
Effect of change in Tangible Capital Assets		
Acquisition of Tangible Capital Assets		
From Local Capital	(1,201,300)	(1,481,500)
From Deferred Capital Revenue	(1,562,933)	(7,264,046)
Total Acquisition of Tangible Capital Assets	(2,764,233)	(8,745,546)
Amortization of Tangible Capital Assets	8,175,373	8,062,695
Total Effect of change in Tangible Capital Assets	5,411,140	(682,851)
	-	-
(Increase) Decrease in Net Financial Assets (Debt)	4,667,391	533,671

School District No. 33 (Chilliwack)

Schedule 2

Annual Budget - Operating Revenue and Expense

Year Ended June 30, 2020

	2020 Annual Budget \$	2019 Amended Annual Budget \$
Revenues		
Provincial Grants		
Ministry of Education	130,929,606	127,199,950
Other	170,000	170,000
Tuition	1,500,000	1,337,500
Other Revenue	2,567,516	2,774,256
Rentals and Leases	365,399	350,000
Investment Income	500,000	500,000
Total Revenue	136,032,521	132,331,706
Expenses		
Instruction	113,825,294	112,629,019
District Administration	4,579,327	4,599,109
Operations and Maintenance	13,459,040	14,098,574
Transportation and Housing	3,627,298	3,509,672
Total Expense	135,490,959	134,836,374
Net Revenue (Expense)	541,562	(2,504,668)
Budgeted Prior Year Surplus Appropriation	1,659,738	4,986,168
Net Transfers (to) from other funds		
Local Capital	(1,201,300)	(1,481,500)
Other	(1,000,000)	(1,000,000)
Total Net Transfers	(2,201,300)	(2,481,500)
Budgeted Surplus (Deficit), for the year	-	-

Operating Budget Comparisons

18/19 Amended vs.
19/20 Preliminary

	Revenues	Expenses	Net
Amended 18/19 Budget	\$ 132,331,706	\$ 134,836,374	\$ (2,504,668)
<u>Changes</u>			
Enrolment	716,429		716,429
MoEd Funding Rate Changes	1,756,246		1,756,246
Other MoEd Funding	1,256,981		1,256,981
Other Revenues	(28,841)	81,250	(110,091)
Wage Increases	-	1,825,927	(1,825,927)
Staffing Changes	-	825,868	(825,868)
Substitutes	-	68,515	(68,515)
Benefits	-	(15,317)	15,317
One Time Costs	-	(1,392,653)	1,392,653
Other Expenses	-	(739,005)	739,005
<u>Preliminary 19/20 Budget</u>	\$ 136,032,521	\$ 135,490,959	\$ 541,562
Local Capital Purchases			(1,201,300)
Transfer for Southside School			(1,000,000)
Transfer from Internally Restricted			659,738
Transfer from Reserves			1,000,000
Budgeted Surplus (Deficit), for the Year			\$ -

Capital Expenditures

Preliminary Budget

Preliminary
Budget

Capital Expenditures:

Truck (1 ton- Grounds)	\$ 81,000
Large Sander for Dump Truck	28,000
Mower (with snow blower)	51,000
Cube Van (Grounds)	50,000
Snow Plow	10,000
Cube Van (Painters)	60,000
Cube Van (Carpenters)	60,000
Cube Van (HVAC)	65,000
Auto Scrubbers x 3	51,300
Software	10,000
New Portables	735,000
	<u>\$ 1,201,300</u>

Reserve Summary

	Ending Balance Jun.30/14	Ending Balance Jun.30/15	Ending Balance Jun.30/16	Ending Balance Jun.30/17	Ending Balance Jun.30/18	Budgeted Balance Jun.30/19	Budgeted Balance Jun.30/20
Unrestricted Surplus	1,422,368	2,684,122	2,640,519	4,650,712	5,272,913	1,626,545	626,545
Internally Restricted Equity	1,653,297	1,845,554	3,991,590	3,014,627	1,907,017	720,297	60,559
Local Capital	1,518,936	1,147,904	1,156,851	1,357,588	292,715	1,292,715	292,715
	4,594,601	5,677,580	7,788,960	9,022,927	7,472,645	3,639,557	979,819

School District No. 33 (Chilliwack)

Schedule 2A

Annual Budget - Schedule of Operating Revenue by Source

Year Ended June 30, 2020

	2020 Annual Budget \$	2019 Amended Annual Budget \$
Provincial Grants - Ministry of Education		
Operating Grant, Ministry of Education	130,576,938	127,783,782
DISC/LEA Recovery	(2,292,396)	(2,292,396)
Other Ministry of Education Grants		
Pay Equity	864,624	864,624
Funding for Graduated Adults	163,500	200,000
Transportation Supplement	329,456	329,456
Economic Stability Dividend	-	82,000
Carbon Tax Grant	108,000	108,000
FSA Scoring	14,000	14,000
Benefit Funding	110,484	110,484
EHT Funding	1,055,000	
Total Provincial Grants - Ministry of Education	130,929,606	127,199,950
Provincial Grants - Other	170,000	170,000
Tuition		
International and Out of Province Students	1,500,000	1,337,500
Total Tuition	1,500,000	1,337,500
Other Revenues		
LEA/Direct Funding from First Nations	2,292,396	2,292,396
Miscellaneous		
Energy Program	30,000	30,000
Print Shop	-	40,000
Distance Ed, Textbook & Course Fees	5,000	5,000
Bus Fees	120,000	120,000
Other Miscellaneous	120,120	286,860
Total Other Revenue	2,567,516	2,774,256
Rentals and Leases	365,399	350,000
Investment Income	500,000	500,000
Total Operating Revenue	136,032,521	132,331,706

School District No. 33 (Chilliwack)

Schedule 2B

Annual Budget - Schedule of Operating Expense by Object
Year Ended June 30, 2020

	2020 Annual Budget	2019 Amended Annual Budget
	\$	\$
Salaries		
Teachers	59,521,591	58,003,574
Principals and Vice Principals	7,717,123	7,531,441
Educational Assistants	10,422,110	10,229,168
Support Staff	12,510,623	12,332,357
Other Professionals	3,093,508	2,956,998
Substitutes	4,980,850	4,959,316
Total Salaries	98,245,805	96,012,854
Employee Benefits	22,414,887	22,011,148
Total Salaries and Benefits	120,660,692	118,024,002
Services and Supplies		
Services	3,391,280	4,680,924
Student Transportation	7,700	9,700
Professional Development and Travel	1,102,189	1,156,448
Rentals and Leases	32,029	24,000
Dues and Fees	392,751	377,060
Insurance	252,000	209,000
Supplies	7,173,026	7,798,243
Utilities	2,479,292	2,556,997
Total Services and Supplies	14,830,267	16,812,372
Total Operating Expense	135,490,959	134,836,374

School District No. 33 (Chilliwack)

Schedule 2C

Annual Budget - Operating Expense by Function, Program and Object

Year Ended June 30, 2020

	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	47,028,450	1,098,284	2,588	598,742	-	3,365,902	52,093,966
1.03 Career Programs	91,073	-	-	506,641	73,971	2,733	674,418
1.07 Library Services	1,479,778	46,886	-	109,904	-	47,580	1,684,148
1.08 Counselling	2,120,579	190,833	-	-	-	9,357	2,320,769
1.10 Special Education	6,705,822	215,454	9,275,405	67,392	-	613,575	16,877,648
1.30 English Language Learning	883,973	92,978	-	-	-	3,099	980,050
1.31 Aboriginal Education	824,540	-	1,144,117	-	73,971	58,993	2,101,621
1.41 School Administration	-	5,728,512	-	2,468,736	289,510	78,804	8,565,562
1.60 Summer School	148,635	37,215	-	-	-	-	185,850
1.61 Continuing Education	87,381	-	-	-	-	-	87,381
1.62 International and Out of Province Students	151,360	113,305	-	21,421	-	3,468	289,554
1.64 Other	-	-	-	85,686	92,395	-	178,081
Total Function 1	59,521,591	7,523,467	10,422,110	3,858,522	529,847	4,183,511	86,039,048
4 District Administration							
4.11 Educational Administration	-	-	-	-	860,386	-	860,386
4.40 School District Governance	-	-	-	-	141,395	-	141,395
4.41 Business Administration	-	193,656	-	546,088	1,109,557	9,846	1,859,147
Total Function 4	-	193,656	-	546,088	2,111,338	9,846	2,860,928
5 Operations and Maintenance							
5.41 Operations and Maintenance Administration	-	-	-	76,461	373,094	-	449,555
5.50 Maintenance Operations	-	-	-	5,508,109	-	472,177	5,980,286
5.52 Maintenance of Grounds	-	-	-	689,062	-	-	689,062
5.56 Utilities	-	-	-	-	-	-	-
Total Function 5	-	-	-	6,273,632	373,094	472,177	7,118,903
7 Transportation and Housing							
7.41 Transportation and Housing Administration	-	-	-	141,075	79,229	-	220,304
7.70 Student Transportation	-	-	-	1,691,306	-	315,316	2,006,622
Total Function 7	-	-	-	1,832,381	79,229	315,316	2,226,926
9 Debt Services							
Total Function 9	-	-	-	-	-	-	-
Total Functions 1 - 9	59,521,591	7,717,123	10,422,110	12,510,623	3,093,508	4,980,850	98,245,805

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May 02, 2019 14:39

School District No. 33 (Chilliwack)

Schedule 2C

Annual Budget - Operating Expense by Function, Program and Object

Year Ended June 30, 2020

	Total Salaries	Employee Benefits	Total Salaries and Benefits	Services and Supplies	2020 Annual Budget	2019 Amended Annual Budget
	\$	\$	\$	\$	\$	\$
1 Instruction						
1.02 Regular Instruction	52,093,966	11,686,525	63,780,491	5,547,506	69,327,997	69,389,369
1.03 Career Programs	674,418	165,720	840,138	586,931	1,427,069	1,390,620
1.07 Library Services	1,684,148	381,426	2,065,574	135,423	2,200,997	2,176,888
1.08 Counselling	2,320,769	520,979	2,841,748	-	2,841,748	2,816,741
1.10 Special Education	16,877,648	4,092,367	20,970,015	629,544	21,599,559	21,026,204
1.30 English Language Learning	980,050	215,925	1,195,975	27,754	1,223,729	1,264,630
1.31 Aboriginal Education	2,101,621	533,263	2,634,884	706,593	3,341,477	2,815,952
1.41 School Administration	8,565,562	1,831,423	10,396,985	163,952	10,560,937	10,499,829
1.60 Summer School	185,850	41,197	227,047	5,000	232,047	143,242
1.61 Continuing Education	87,381	23,781	111,162	9,500	120,662	116,878
1.62 International and Out of Province Students	289,554	63,330	352,884	339,850	692,734	683,210
1.64 Other	178,081	42,025	220,106	36,232	256,338	305,456
Total Function 1	86,039,048	19,597,961	105,637,009	8,188,285	113,825,294	112,629,019
4 District Administration						
4.11 Educational Administration	860,386	151,678	1,012,064	158,450	1,170,514	1,069,084
4.40 School District Governance	141,395	7,979	149,374	130,258	279,632	404,572
4.41 Business Administration	1,859,147	421,324	2,280,471	848,710	3,129,181	3,125,453
Total Function 4	2,860,928	580,981	3,441,909	1,137,418	4,579,327	4,599,109
5 Operations and Maintenance						
5.41 Operations and Maintenance Administration	449,555	97,800	547,355	229,100	776,455	1,302,150
5.50 Maintenance Operations	5,980,286	1,447,594	7,427,880	1,658,022	9,085,902	9,114,214
5.52 Maintenance of Grounds	689,062	162,329	851,391	266,000	1,117,391	1,125,213
5.56 Utilities	-	-	-	2,479,292	2,479,292	2,556,997
Total Function 5	7,118,903	1,707,723	8,826,626	4,632,414	13,459,040	14,098,574
7 Transportation and Housing						
7.41 Transportation and Housing Administration	220,304	51,948	272,252	82,950	355,202	375,142
7.70 Student Transportation	2,006,622	476,274	2,482,896	789,200	3,272,096	3,134,530
Total Function 7	2,226,926	528,222	2,755,148	872,150	3,627,298	3,509,672
9 Debt Services						
Total Function 9	-	-	-	-	-	-
Total Functions 1 - 9	98,245,805	22,414,887	120,660,692	14,830,267	135,490,959	134,836,374

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May 02, 2019 14:39

School District No. 33 (Chilliwack)

Schedule 3

Annual Budget - Special Purpose Revenue and Expense
Year Ended June 30, 2020

	2020	2019 Amended
	Annual Budget	Annual Budget
	\$	\$
Revenues		
Provincial Grants		
Ministry of Education	7,880,935	8,942,695
Other		20,000
Other Revenue	3,540,500	3,669,183
Investment Income	32,800	28,000
Total Revenue	11,454,235	12,659,878
Expenses		
Instruction	10,997,704	12,203,347
Operations and Maintenance	456,531	456,531
Total Expense	11,454,235	12,659,878
Budgeted Surplus (Deficit), for the year	-	-

Special Purpose Funds

Summary of changes

Fund	2018-19 Amended	Change	2019-20 Preliminary
Classroom Enhancement Funds	\$ 7,206,106	\$ (898,599)	\$ 6,307,507
Community Funds	1,409,241	(215,344)	1,193,897
School & Scholarship Funds	3,588,000	(91,700)	3,496,300
Annual Facilities Grant	456,531	0	456,531
	<u>\$12,659,878</u>	<u>\$(1,205,643)</u>	<u>\$11,454,235</u>

School District No. 33 (Chilliwack)

Schedule 3A

Annual Budget - Changes in Special Purpose Funds

Year Ended June 30, 2020

	Annual Facility Grant	Learning Improvement Fund	Scholarships and Bursaries	School Generated Funds	Strong Start	Ready, Set, Learn	OLEP	CommunityLINK	Classroom Enhancement Fund - Overhead
	\$	\$	\$	\$	\$		\$	\$	\$
Deferred Revenue, beginning of year			184,000	1,198,187					
Add: Restricted Grants									
Provincial Grants - Ministry of Education	456,531	497,024			224,000	49,000	134,344	709,553	438,837
Other			63,500	3,400,000					
Investment Income			4,800	28,000					
	456,531	497,024	68,300	3,428,000	224,000	49,000	134,344	709,553	438,837
Less: Allocated to Revenue	456,531	497,024	68,300	3,428,000	224,000	49,000	134,344	709,553	438,837
Deferred Revenue, end of year	-	-	184,000	1,198,187	-	-	-	-	-
Revenues									
Provincial Grants - Ministry of Education	456,531	497,024			224,000	49,000	134,344	709,553	438,837
Other Revenue			63,500	3,400,000					
Investment Income			4,800	28,000					
	456,531	497,024	68,300	3,428,000	224,000	49,000	134,344	709,553	438,837
Expenses									
Salaries									
Teachers							36,429		
Principals and Vice Principals						24,450			165,188
Support Staff		392,643			165,796			574,440	58,029
Substitutes							1,821		153,350
	-	392,643	-	-	165,796	24,450	38,250	574,440	376,567
Employee Benefits					50,848	5,033	8,287	135,113	48,924
Services and Supplies	456,531	104,381	68,300	3,428,000	7,356	19,517	87,807		13,346
	456,531	497,024	68,300	3,428,000	224,000	49,000	134,344	709,553	438,837
Net Revenue (Expense)	-	-	-	-	-	-	-	-	-

School District No. 33 (Chilliwack)

Annual Budget - Changes in Special Purpose Funds

Year Ended June 30, 2020

Schedule 3A

	Classroom Enhancement Fund - Staffing	After School Sports Initiative	TOTAL
	\$	\$	\$
Deferred Revenue, beginning of year		5,000	1,387,187
Add: Restricted Grants			
Provincial Grants - Ministry of Education	5,371,646		7,880,935
Other		72,000	3,535,500
Investment Income			32,800
	5,371,646	72,000	11,449,235
Less: Allocated to Revenue	5,371,646	77,000	11,454,235
Deferred Revenue, end of year	-	-	1,382,187
Revenues			
Provincial Grants - Ministry of Education	5,371,646		7,880,935
Other Revenue		77,000	3,540,500
Investment Income			32,800
	5,371,646	77,000	11,454,235
Expenses			
Salaries			
Teachers	4,362,618		4,399,047
Principals and Vice Principals			189,638
Support Staff			1,190,908
Substitutes			155,171
	4,362,618	-	5,934,764
Employee Benefits	1,009,028		1,257,233
Services and Supplies		77,000	4,262,238
	5,371,646	77,000	11,454,235
Net Revenue (Expense)	-	-	-

School District No. 33 (Chilliwack)

Schedule 4

Annual Budget - Capital Revenue and Expense

Year Ended June 30, 2020

	2020 Annual Budget			2019 Amended Annual Budget
	Invested in Tangible Capital Assets	Local Capital	Fund Balance	
	\$	\$	\$	\$
Revenues				
Provincial Grants				
Ministry of Education	1,787,608		1,787,608	6,717,608
Amortization of Deferred Capital Revenue	6,890,062		6,890,062	6,853,885
Total Revenue	8,677,670	-	8,677,670	13,571,493
Expenses				
Operations and Maintenance	1,787,608		1,787,608	1,787,608
Amortization of Tangible Capital Assets				
Operations and Maintenance	7,715,122		7,715,122	7,620,853
Transportation and Housing	460,251		460,251	441,842
Total Expense	9,962,981	-	9,962,981	9,850,303
Net Revenue (Expense)	(1,285,311)	-	(1,285,311)	3,721,190
Net Transfers (to) from other funds				
Local Capital		1,201,300	1,201,300	1,481,500
Transfer to Local Capital for New School		1,000,000	1,000,000	1,000,000
Total Net Transfers	-	2,201,300	2,201,300	2,481,500
Other Adjustments to Fund Balances				
Tangible Capital Assets Purchased from Local Capital	1,201,300	(1,201,300)	-	
Total Other Adjustments to Fund Balances	1,201,300	(1,201,300)	-	
Budgeted Surplus (Deficit), for the year	(84,011)	1,000,000	915,989	6,202,690

BOARD OF EDUCATION

DECISION REPORT

DATE: May 14, 2019
TO: Board of Education
FROM: Rohan Arul-pragasam, Acting Superintendent
RE: **INTEGRATED ARTS & TECHNOLOGY SCHOOL OF CHOICE: GRADES 9-12**

RECOMMENDATION:

THAT the Board of Education approve a new Integrated Arts and Technology school of choice for grades 9-12 located at 45635 Yale Road, as well as a grade 6-8 Arts and Technology cohort at AD Rundle Middle school based on the feedback from the public consultation process.

BACKGROUND:

At its meeting of January 15, 2019, the Board of Education approved (in principle) a new Integrated Arts school of choice for grades 8-12 and a public consultation process to assist in developing a vision for the new school to be located at 45635 Yale Road.

Since then, two (2) Public Consultation meetings have been held (April 16 at Alumni Hall and April 24 at Sardis Secondary). During both consultation meetings, strategic priorities and goals were reviewed and key issues were addressed including the concept of a grade 6 – 8 cohort at ADR.

Further to the public consultation meetings, all staff and the public were invited to participate in an online forum through ThoughtExchange. This online platform allowed participants to share their thoughts independently and confidentially, and to rate the thoughts shared by others. The deadline to participate was May 3, 2019.

Attached to this report are the results of this forum.



Integrated Arts and Technology School Forum

Community Report

We have asked the question and you have responded with enthusiasm and passion as a community. Since April 5th, 2019 staff, parents, grandparents, caregivers and members of the community have provided feedback regarding what interests them about the concept of an Integrated Arts and Technology School of Choice and what ideas they have to make the concept better.

Thanks to your participation in our online platform called ThoughtExchange, we saw 416 participants share 285 thoughts from April 5th to May 3rd. ThoughtExchange allows us to uncover opposing priorities in the conversation, identify gaps in perception, build on areas of agreement among various groups and discern key themes to understand what's important to our whole Chilliwack community. We want to take this opportunity to thank you for taking the time to share your thoughts as we collectively work towards co-creating a new Integrated Arts and Technology School that will support student success in the Chilliwack School District.

Theming is done by 'Artificial Intelligence' of the software as well as by the moderator of the forum and it is key to note that the analysis done multiple times should result in the same general key themes. On top of the information presented below, a further summary of the information is included here:

<https://my.thoughtexchange.com/report/9bd355b50b338a585135cd753be8c9f5>

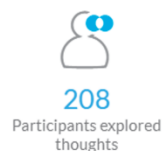
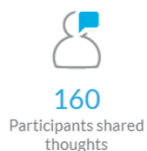
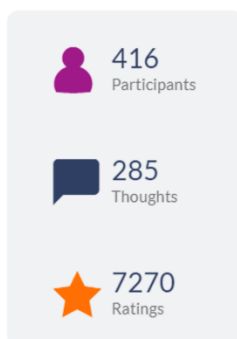
Participation Statistics are included below in a schematic.

 416
Participants

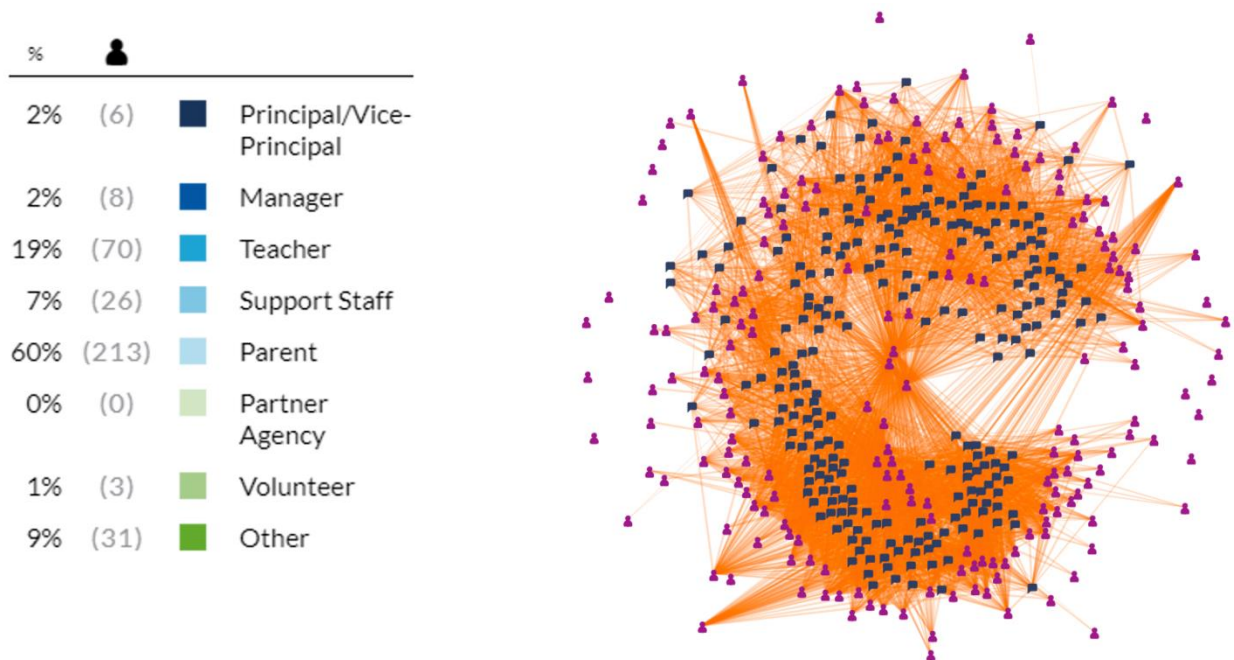
 285
Thoughts

 7270
Ratings

What interests you about the concept of an Integrated Arts and Technology School of Choice and what ideas do you have to make the concept better?



Demographic information, as well as Exchange connection map are included below in a schematic:



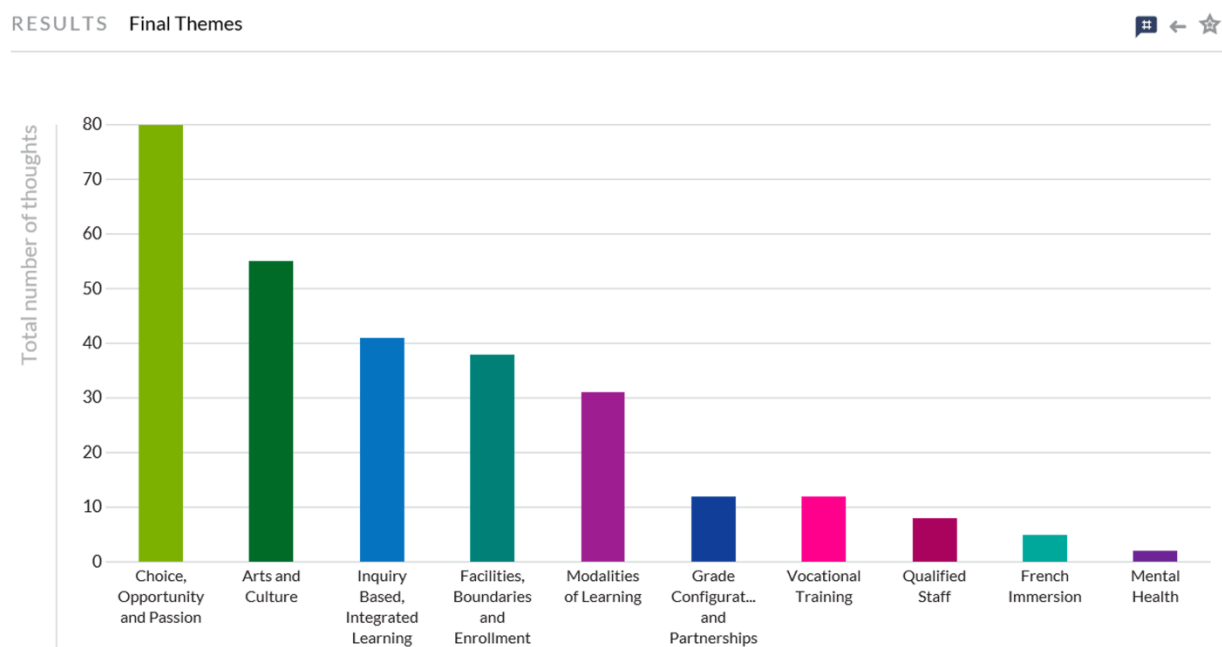
ThoughtExchange forum “word map” generated by the system software:



All thoughts were analyzed as per “star” patterns and also by themes, and the following themes emerged as being prominent:



Bar graph based on the number of thoughts by theme:

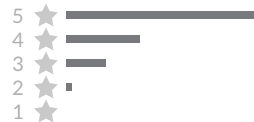


Here are 20 thoughts that received the highest star ratings:

The arts are valuable and underrepresented in the public system

Excessive focus on vocational training in the public system discourages students from pursuing arts, leading to a lack of well-roundedness in graduates

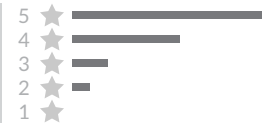
4.3 ★★★★★ (38 👤)
Ranked #1 of 20



A variety of ways for students to learn and show their learning.

Kids learning styles are different and they should have the opportunities to participate in a variety of ways.

4.2 ★★★★★ (39 👤)
Ranked #2 of 20



I'm excited about the inquiry based learning

Inquiry allows students to explore topics and content that interests them and increases engagement with curriculum.

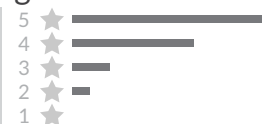
4.2 ★★★★★ (39 👤)
Ranked #3 of 20



That it may be more in-depth than regular high school electives

Gives students more options when they understand where their strengths lie.

4.2 ★★★★★ (39 👤)
Ranked #4 of 20



The idea of a school of choice for arts and technology is an exciting opportunity for students who are passionate about these subjects

Better prepares students for future endeavors related to these fields.

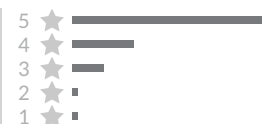
4.2 ★★★★★ (38 👤)
Ranked #5 of 20



This is amazing and wish there was something like this when I went to school. Having one child who's mind is very creative would fit into this school.

Gives creative minds a different way of learning and allowing students to go after what they really want to learn.

4.2 ★★★★★ (38 👤)
Ranked #6 of 20

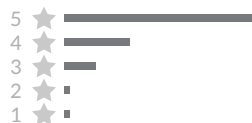


It is excellent use of an already existing space built with advanced facility requirements for an integrated arts school

Keeping and upgrading existing advanced facilities rather than razing it makes fiscal sense and keeps options open for future community use

4.2 ★★★★★ (37)

Ranked #7 of 20



I love that students who have a passion for the arts will be able to incorporate the core competencies within these passions which makes learning...

... exciting and fun! When kids are excited about school, they can accomplish amazing things and reach their highest potential.

4.2 ★★★★★ (35)

Ranked #8 of 20



Great as long as you have enough qualified fine arts and tech teachers to staff the school.

Without proper staff it will just become another high school. Wasn't GW Graham supposed to be a fine arts school?

4.2 ★★★★★ (24)

Ranked #9 of 20



Administration with arts background

If you want a legitimate arts/tech school, the person overseeing it needs to actually know about the arts and believe in their importance

4.2 ★★★★★ (23)

Ranked #10 of 20

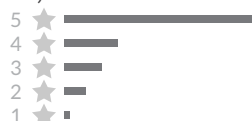


Equal opportunity for attendance.

We need to find a way where all students, regardless of economic barriers, can attend.

4.1 ★★★★★ (40)

Ranked #11 of 20



The arts are an incredibly important for our kids to gain confidence and be creative

4.1 ★★★★★ (40)

Ranked #12 of 20



It's about time.

Integrative learning is whole student learning.
Brilliant.

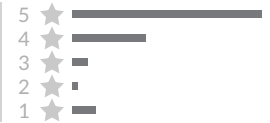
4.1 ★★★★★ (39 👤)
Ranked #13 of 20



An integrated school may encourage some students to find personal value in education outside of traditional schools

Would increase value of education in the minds of some parents and children that are not suited to/interested in post secondary path for education

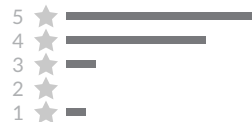
4.1 ★★★★★ (38 👤)
Ranked #14 of 20



Good opportunity to provide an alternative to traditional block scheduled programming, chance for students to direct their own learning.

Because its 2019.

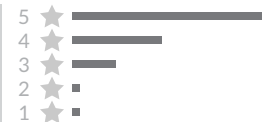
4.1 ★★★★★ (38 👤)
Ranked #15 of 20



I think that everyone learns in a different way and hand on approach can be very helpful for students that may not always be able to sit for long

this apporach is aiming for success with every student as a Inclusive

4.1 ★★★★★ (38 👤)
Ranked #16 of 20



The arts are as important for child brain development as science and math.

As a parent to two wonderfully creative children, it delights me to know that when they're old enough this may be an option for them to explore.

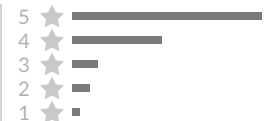
4.1 ★★★★★ (38 👤)
Ranked #17 of 20



I think it is great and provides creative students a different learning opportunity and to focus on the things that matter most to them

Not every kid learns the same way and education that gears to their specific needs and flourish in their arts and technology only betters them.

4.1 ★★★★★ (37 👤)
Ranked #18 of 20



It's great to take some pressure off the other high schools and have another options for secondary students

The schools are full and if you have schools that concentrate on different subjects you have happier students and teachers

4.1 ★★★★★ (37 👤)

Ranked #19 of 20



This forum is a enables youth to tailor their education to meet future success and career goals by providing access to goal specific learning.

It creates room within our education system to enhance fine art and technical training pursuits for our students.

4.1 ★★★★★ (37 👤)

Ranked #20 of 20



BOARD OF EDUCATION DECISION REPORT

DATE: May 14, 2019
TO: Board of Education
FROM: Rohan Arul-pragasam, Acting Superintendent
RE: **SCHEDULE OF BOARD MEETINGS 2019 – 2020**

RECOMMENDATION:

THAT the Board of Education approve one of the following options for the 2019 – 2020 school year Board of Education meetings.

Option 1: Board Meeting Schedule – 13 meetings

Option 2: Board Meeting Schedule – 16 meetings



Chilliwack
School District

BOARD OF EDUCATION MEETINGS 2019 – 2020

Option 1: 13 Meetings

- | | |
|---------------------------------------------------------|-----------------------------------|
| 1. September 17, 2019
(3 weeks) | 8. February 25, 2020
(2 weeks) |
| 2. October 8, 2019
(4 weeks) | 9. March 10, 2020
(4 weeks) |
| 3. November 5, 2019
(3 weeks) | 10. April 7, 2020
(3 weeks) |
| 4. November 26, 2019
(2 weeks) | 11. April 28, 2020
(4 weeks) |
| 5. December 10, 2019
(Elections)
(5 weeks) | 12. May 26, 2020
(3 weeks) |
| 6. January 14, 2020
(3 weeks) | 13. June 16, 2020 |
| 7. February 4, 2020
(3 weeks) | |



Chilliwack
School District

BOARD OF EDUCATION MEETINGS 2019 – 2020

Option 2: 16 Meetings

- | | |
|---------------------------------------------------------|------------------------------------|
| 1. September 17, 2019
(2 weeks) | 9. February 11, 2020
(2 weeks) |
| 2. October 1, 2019
(3 weeks) | 10. February 25, 2020
(2 weeks) |
| 3. October 22, 2019
(2 weeks) | 11. March 10, 2020
(4 weeks) |
| 4. November 5, 2019
(3 weeks) | 12. April 7, 2020
(3 weeks) |
| 5. November 26, 2019
(2 weeks) | 13. April 28, 2020
(2 weeks) |
| 6. December 10, 2019
(Elections)
(5 weeks) | 14. May 12, 2020
(2 weeks) |
| 7. January 14, 2020
(2 weeks) | 15. May 26, 2020
(3 weeks) |
| 8. January 28, 2020
(2 weeks) | 16. June 16, 2020 |

BOARD OF EDUCATION

INFORMATION REPORT

DATE: May 14, 2019
TO: Board of Education
FROM: Dan Coulter, Board Chair
RE: **TRUSTEE REMUNERATION**

RECOMMENDATION:

THAT the Board of Education adopt the following recommendations of the Trustee Remuneration Advisory Committee:

1. Move all trustees to 95% of the medium size BC school district average.
2. Increase remuneration for all trustees by 8.3%.
3. Continue the annual July 1 cost of living increase.
4. Attendance at the British Columbia School Trustees Association Annual General Meeting will be costed from the General Governance Budget rather than individual Trustees' Professional Development Accounts.
5. Revise Policy 227: Trustee Remuneration as per the recommendations that are adopted by the Board.
6. Clarify and revise Items #1, #3 and #10 of Policy 228: Trustee Expenses.
7. Trustees are responsible for their own extended health and pension benefits (extension of item #5 in Policy 228: Trustee Expenses).
8. Adjusted trustee remuneration will become effective January 1, 2019.
9. Establish a timeline for the next review(s) of trustee remuneration and expenses as per Policy 200: Development of Policies and Regulations – "The Board shall review its policies annually and will endeavor to review any policy within five years."

BOARD OF EDUCATION

INFORMATION REPORT

DATE: May 14, 2019

TO: Board of Education

FROM: Barry Neufeld, Trustee

**RE: CHILLIWACK BOARD OF EDUCATION MEMBERSHIP IN THE BRITISH
COLUMBIA SCHOOL TRUSTEES ASSOCIATION**

RECOMMENDATION:

THAT the Board of Education remove itself as a member of the British Columbia School Trustees Association.

BOARD OF EDUCATION

INFORMATION REPORT

DATE: May 14, 2019
TO: Board of Education
FROM: Darrell Furgason, Trustee
RE: **POLICY 220: PUBLIC PARTICIPATION**

RECOMMENDATION:

THAT the Board of Education amend Policy 220: Public Participation to state clearly that community members may comment on any issue of importance to them in School District #33 (Chilliwack), whether on the agenda that day or not.

RATIONALE:

1. Comments in relation to any issue in SD33 should be heard by community members present at that particular Board meeting. Restricting public involvement to questions on agenda items discourages community involvement by narrowing the opportunity to comment on emergent issues.
2. Effective public participation in SD33 requires the opportunity to hear comments from other members of the community on any issue considered important to them.
3. "Question Period" has been renamed "Public Participation," but nothing has been changed that provides opportunities for community members to make a public comment at a board meeting about issues in SD33.
4. Policy 205: Code of Ethics for Trustees point #11 states that Trustees will "Earnestly try to interpret the needs and attitudes of the community." Allowing comments on any issue gives Trustees the opportunity to hear and respond to the needs and concerns of community members.

BOARD OF EDUCATION

School District #33 (Chilliwack)

220

POLICY

Public Participation

The Board of Education believes that communication with the public is extremely important. The public Board meeting is the formally designated means of transacting Board business. One public participation period is therefore provided solely as a means for ensuring that community members who are present in the audience have an opportunity to ask questions about business or issues pertaining to the Board.

The public participation period at the end of the Board meeting is open to questions concerning ~~the agenda~~ **any issue in the Chilliwack School District of importance to community members.**

Speakers must identify themselves before speaking. The public participation period will be a maximum duration of forty minutes. Individual speakers will be limited to one question at a time and a total of two minutes per question. The Chair will indicate another means of response, if the questions cannot be answered at the time.

Community members who have other comments or questions are encouraged to contact Trustees or the Superintendent or, if desired, to arrange a formal presentation on the Board agenda. In general, Board policy indicates that questions or concerns are best handled as near the location of the issue as possible.

Matters currently under negotiation or litigation, or related to personnel, will not be discussed in the public question period.

The Chair shall have the authority to terminate the remarks of any individual who does not adhere to this policy.

Persons addressing the Board are reminded that although requests or questions may be directed to the Board, actions or answers to many questions may be deferred pending Board consideration.

Cross Refs: [Policy 211: Regular Public Meetings](#), [Policy 221: Delegations and Representatives](#)

Adopted: January 22, 1991
Reviewed: August 3, 2000
Revised: February 13, 2018, February 26, 2019

BOARD OF EDUCATION

DECISION REPORT

DATE: May 14, 2019
TO: Board of Education
FROM: Gerry Slykhuis, Secretary Treasurer
RE: **POLICY 803 ACQUISITION AND DISPOSAL OF REAL ESTATE**

RECOMMENDATION

THAT the Board of Education approve Policy 803 – Acquisition and Disposal of Real Estate as presented.

BACKGROUND

Policy 803 has been updated to align with current Ministry of Education requirements and procedures in regards to the acquisition and disposal of real estate.

**BOARD OF EDUCATION
School District #33 (Chilliwack)**

**803
POLICY
Acquisition and Disposal of Real Estate**

From time to time, the Board acquires or disposes of interest in land and/or buildings. In order to effectively complete real estate transactions, the processes involved must be clear and concise, both for the vendor and purchaser.

The Board wishes to ensure the best use of any land and buildings that it owns and that all real estate transactions fit with the overall district facilities plan. The Board also wishes to gain maximum economic benefit from these transactions.

The Board recognizes that negotiations for the purchase or sale of real estate are sensitive in nature and must be carried out (and be seen to be carried out) in a fair and ethical manner.

The acquisition and disposal of real estate will be dealt with in accordance with the School Act, applicable Ministerial Orders and this Policy and related Regulation.

The Board may exercise a power with respect to the acquisition or disposal of property owned or administered by the Board only by bylaw.

The Secretary Treasurer or Designate is authorized to act on behalf of the Board and to enter into agreements on behalf of the Board with respect to the acquisition and disposal of real estate.

Cross Refs: Sections 65, 96, 100, ~~Section~~ 114 of the School Act, School Act Ministerial Order M193/08

Adopted: October 25, 1994
Reviewed: May 14, 2019
Revised:

**BOARD OF EDUCATION
School District #33 (Chilliwack)**

**803
POLICY
Acquisition and Disposal of Real Estate**

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The Board may exercise a power with respect to the acquisition or disposal of property owned or administered by the Board only by bylaw.

The Secretary Treasurer or Designate is authorized to act on behalf of the Board and to enter into agreements on behalf of the Board with respect to the acquisition and disposal of real estate.

BOARD OF EDUCATION

INFORMATION REPORT

DATE: May 14, 2019

TO: Board of Education

FROM: Gerry Slykhuis, Secretary Treasurer

RE: **803.1 ADMINISTRATIVE REGULATION – ACQUISITION AND DISPOSAL OF REAL ESTATE**

The Secretary Treasurer will present Administrative Regulation 803.1 for information.

**BOARD OF EDUCATION
School District #33 (Chilliwack)**

**803.1
ADMINISTRATIVE REGULATION
Acquisition and Disposal of Real Estate**

~~Administration are directed to follow the following procedures:~~

Acquisition of Land/Buildings:

The Secretary-Treasurer or Designate is responsible for identifying the requirement for new school sites.

~~1. Use and follow the attached checklist "Buying Land".~~

~~2.1.~~ Obtain ~~an~~² appraisals of the subject property prior to entering into negotiations.

~~3.2.~~ Ensure all requirements of the Ministry of Education are met.

~~4.3.~~ Discuss with ~~municipality~~^{City of Chilliwack, Fraser Valley Regional District} and/or tribal council to ensure that Official Community Plan is followed and that all possibilities of joint school/park sites have been explored.

Disposal of Land/Buildings:

The Board must obtain ministerial approval prior to the disposal of board-owned real property, either by sale or long-term lease. This is done by way of a bylaw and in accordance with Ministerial Order M193/08 Disposal of Land or Improvements Order and the School Act.

~~1. Use and follow the attached checklist "Selling Land".~~

1. Acquire a Title Search of the subject property and confirmation that the property is not the subject of a Crown land grant.

2. Obtain ~~a~~² comprehensive property appraisals completed by a licensed commercial land appraiser prior to requesting ministerial approval to pursue disposal of the subject property. ~~prior to disposal.~~

Cross Refs: Sections 65, 96, 100, 114 of the *School Act*, School Act Ministerial Order M193/08

Adopted: October 25, 1994
Reviewed:
Revised: May 14, 2019

~~3. Ensure all requirements of the Ministry of Education are met.~~

~~4. Discuss with municipality, regional district and/or tribal council to ensure that Official Community Plan is followed.~~

3. Public consultation is undertaken by the Board to seek input from the education community, general public, local government, community organizations, the Conseil scolaire francophone (CSF), local independent school authorities, and local First Nations regarding the potential disposal of the property.

The Board may determine the type of community consultation that would be required for site-specific cases.

The Board must address the following matters regarding the potential disposal of the property:

- Disposing of the property by sale or long-term lease to another board (including the Conseil scolaire francophone) or independent school for educational purposes, potentially at less than fair market value;
- Disposing of the property by sale or long-term lease to a local government, community agency or community organization for alternate community uses, potentially at less than fair market value; and
- Disposing of the property to a private interest at fair market value.

Any specific sensitivities or objections raised during the public consultation process must be identified.

4. The Board must approve the disposal of the property by way of a bylaw confirming that the property is surplus to the current needs of the school district and will not be required by the Board of Education for a future purpose.
5. Upon adoption of the Real Property Disposal Bylaw by the Board, the Board will submit all required documentation to the Ministry for approval of the disposal.
- 5.6. Dispose of land and the property through a tender process, a request for proposals, or through a licensed realtor. ~~(except road allowances and easements) and buildings by tender only. The bidding process should be similar to that used for capital construction projects.~~
- ~~6. Disposal of interests in land (ie, road allowances and easements) must be in the name of the District of Chilliwack, or Fraser Cheam Regional District~~

PROCESS WITH BOARD:

Acquisition of Land/Buildings:

1. — Take matter to in-camera Board meeting for approval as per attached sample Resolution "A".
2. — Once a price and conditions have been negotiated, take matter to in-camera Board meeting for approval as per attached sample Resolution "B", subject to approval of Ministry of Education (if required).
3. — Once approved by the Ministry of Education and contract is complete, take matter to regular open Board meeting for approval as per attached sample Bylaw, Schedule "A".

Disposal of Land/Buildings:

1. — Take matter to in-camera Board meeting for approval as per attached sample Resolution "C".
2. — Once the tender has closed and the price and conditions have been confirmed, take matter to in-camera Board meeting for approval as per attached sample "Resolution "D", subject to Ministry of Education approval (if required).
3. — Once approved by the Ministry of Education and the contract is complete, take matter to regular open Board meeting for approval as per attached sample Bylaw "B".

**BOARD OF EDUCATION
School District #33 (Chilliwack)**

803.1

ADMINISTRATIVE REGULATION

Acquisition and Disposal of Real Estate

Acquisition of Land/Buildings:

The Secretary-Treasurer or Designate is responsible for identifying the requirement for new school sites.

1. Obtain an appraisal of the subject property prior to entering into negotiations.
2. Ensure all requirements of the Ministry of Education are met.
3. Discuss with City of Chilliwack, Fraser Valley Regional District and/or tribal council to ensure that Official Community Plan is followed and that all possibilities of joint school/park sites have been explored.

Disposal of Land/Buildings:

The Board must obtain ministerial approval prior to the disposal of board-owned real property, either by sale or long-term lease. This is done by way of a bylaw and in accordance with Ministerial Order M193/08 Disposal of Land or Improvements Order and the School Act.

1. Acquire a Title Search of the subject property and confirmation that the property is not the subject of a Crown land grant.
2. Obtain a comprehensive property appraisal completed by a licensed commercial land appraiser prior to requesting ministerial approval to pursue disposal of the subject property.
3. Public consultation is undertaken by the Board to seek input from the education community, general public, local government, community organizations, the Conseil scolaire francophone (CSF), local independent

Cross Refs: Sections 65, 96, 100, 114 of the *School Act*, School Act Ministerial Order M193/08

Adopted: October 25, 1994
Reviewed:
Revised: May 14, 2019

school authorities, and local First Nations regarding the potential disposal of the property.

The Board may determine the type of community consultation that would be required for site-specific cases.

The Board must address the following matters regarding the potential disposal of the property:

- Disposing of the property by sale or long-term lease to another board (including the Conseil scolaire francophone) or independent school for educational purposes, potentially at less than fair market value;
- Disposing of the property by sale or long-term lease to a local government, community agency or community organization for alternate community uses, potentially at less than fair market value; and
- Disposing of the property to a private interest at fair market value.

Any specific sensitivities or objections raised during the public consultation process must be identified.

4. The Board must approve the disposal of the property by way of a bylaw confirming that the property is surplus to the current needs of the school district and will not be required by the Board of Education for a future purpose.
5. Upon adoption of the Real Property Disposal Bylaw by the Board, the Board will submit all required documentation to the Ministry for approval of the disposal.
6. Dispose of the property through a tender process, a request for proposals, or through a licensed realtor.

BOARD OF EDUCATION

INFORMATION REPORT

DATE: May 14, 2018
TO: Board of Education
FROM: Gerry Slykhuis, Secretary Treasurer
RE: **QUARTERLY FINANCIAL REPORT**

The Secretary Treasurer will present the Quarterly Financial Report – March 31, 2019.

Chilliwack School District

Quarterly Financial Report - July 1, 2018 to March 31, 2019

OPERATING FUND	Year-to-Date Jul 1, 2018 to Mar 31, 2019				AMENDED ANNUAL BUDGET 2018-2019
	Y-T-D BUDGET 2018/19	July to Mar ACTUALS	Variance Favourable (Unfavourable)	%	
REVENUE					
Provincial Grants, Ministry of Education	89,229,374	89,266,874	37,500	0.0%	127,199,950
LEA/Direct Funding From First Nations	1,604,677	1,550,278	(54,399)	-3.4%	2,292,396
Provincial Grants, Other	119,000	114,140	(4,860)	-4.1%	170,000
International Student Tuition	936,250	1,083,004	146,754	15.7%	1,337,500
Other Revenue	434,000	433,016	(984)	-0.2%	481,860
Rentals & Leases	262,500	298,677	36,177	13.8%	350,000
Investment Income	360,000	329,496	(30,504)	-8.5%	500,000
Total Revenue	92,945,801	93,075,484	129,683	0.1%	132,331,706
EXPENSE					
Salaries					
Teachers	40,423,237	39,976,964	446,273	1.1%	58,003,574
Principals & Vice-Principals	5,648,581	5,585,356	63,225	1.1%	7,531,441
Education Assistants	6,885,630	6,994,862	(109,232)	-1.6%	10,229,167
Support Staff	8,802,174	8,772,861	29,314	0.3%	12,332,358
Other Professionals	2,217,749	2,208,201	9,548	0.4%	2,956,998
Substitutes	3,421,550	3,536,475	(114,925)	-3.4%	4,959,316
Total Salaries	67,398,921	67,074,718	324,203	0.5%	96,012,854
Employee Benefits	14,604,491	14,689,246	(84,755)	-0.6%	22,011,148
Total Salary & Benefits	82,003,412	81,763,965	239,447	0.3%	118,024,002
Services & Supplies	12,698,233	12,797,876	(99,643)	-0.8%	16,812,372
Total Expense	94,701,645	94,561,841	139,804	0.1%	134,836,374
Net Revenue (Expense)	(1,755,844)	(1,486,357)	269,487	0.3%	(2,504,668)

Chilliwack School District

Quarterly Financial Report - July 1, 2018 to March 31, 2019

OPERATING FUND	Year-to-Date Jul 1, 2018 to Mar 31, 2019				AMENDED ANNUAL BUDGET 2018-2019
	Y-T-D BUDGET 2018/19	July to Mar ACTUALS	Variance Favourable (Unfavourable)	%	
SERVICE & SUPPLIES BREAKDOWN:					
Services	3,441,589	3,726,036	(284,447)	-8.3%	4,680,924
Student Transportation	7,132	4,065	3,067	43.0%	9,700
Professional Development & Travel	850,263	842,402	7,861	0.9%	1,156,448
Rentals & Leases	17,646	22,482	(4,836)	-27.4%	24,000
Dues & Fees	277,228	262,214	15,014	5.4%	377,060
Insurance	209,000	156,358	52,642	25.2%	209,000
Supplies	5,733,557	5,747,773	(14,216)	-0.2%	7,798,243
Utilities	2,161,818	2,036,546	125,272	5.8%	2,556,997
Total Services & Supplies	12,698,233	12,797,876	(99,643)	-0.8%	16,812,372

FINANCIAL REPORT



May 9, 2019

MARCH 2019 QUARTERLY FINANCIAL REPORT

As per our new Budget Monitoring and Reporting Policy and Regulations, "Significant variances between the trended budget and actuals, including all significant revenues and expenses, will be clarified." We have always done this verbally, but will now also be doing this in written format.

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

OVERALL:

At the end of March we had a favourable variance to budget of \$269,000. This is 0.3% of our year to date budget. It is important to remember that this amount is not our surplus. We budgeted for a \$2.5 million deficit this year, so this means that our deficit is \$269,000 less than budgeted.

REVENUES:

Provincial Grants, Ministry of Education – The main difference is \$31,000 in Mental Health Funding which was one time funding for Mental Health Literacy initiatives.

LEA/Direct Funding from First Nations – our billings for the beginning of the year are based on the 2017/18 nominal roll numbers. These are adjusted around May of each year when we receive updated nominal roll information.

International Student Tuition – one time recognition of prior year application fees has contributed to higher than budgeted International revenue.

Rental & Leases – With the purchase of the UFV site, we assumed new tenants which has contributed to an increase in rental revenue.

Investment Income – lower surplus levels has resulted in less cash to invest

WAGES & BENEFITS:

Teachers – salaries are under budget due to a lower than budgeted average teacher salary.

Principals & Vice Principals – we include a 0.5 FTE contingency in the budget in case we have a long illness for one of our administrators that requires a replacement. This has not been required yet this year and resulted in \$28,000 YTD. As well, we budgeted for a small wage increase effective May 1st.

Education Assistants – for the amended budget we included an 8 FTE vacancy factor adjustment based on year to date actual costs. This adjustment appears to be too high.

Support Staff – the variance is made up of the following:

- i. Operations charge backs (\$137,000) – a portion of Operations salaries are charged to projects. This has slowed down considerably this year as we focus on catching up on routine work orders.
- ii. Budget Error \$65,000 – Supervisory allowances for Custodians and other operations staff were double counted in the budget.
- iii. Budget Error \$47,000 – a custodian on LTD was incorrectly counted in the budget
- iv. Budget Error \$34,000 – a driver in LTD was incorrectly counted in the budget

Other Professionals – the long term illness of the Superintendent and resulting acting pays has resulted in an unfavourable variance of \$16,000. This was offset by a favourable variance of \$36,000 due to staff vacancies in Human Resources.

Substitutes – the variance is made up of the following:

Teachers (<i>TTOCs</i>)	(\$268,000)
10 Month Support (<i>excl. Drivers & Clerical</i>)	39,000
Drivers	53,000
Clerical	(3,000)
Operations	63,000

Employee Benefits – Despite being under budget on salaries, we are over budget a small amount in benefits. This is made up of numerous small variances.

SERVICES & SUPPLIES EXPENSES:

Services are higher than budget by \$284,000. This is due to budgeted activity completed early in the year. Examples of this are as follows:

- Transportation has completed all of its engine rebuilds and no major expenses are expected before the end of June.
- Maintenance completed Learning Services and reconfiguration renovations in the summer.

Overall, there is no expectation that Services will be over budget by year end.

Insurance is below budget due to a decrease in property insurance resulting from lower claims.

Supplies has a small overall negative variance of \$14,216.

- Schools have tended to spend heavily on supplies in the first part of the year using up some of their prior year surpluses.
- FVDES has purposely underspent some of its resource budget as it tries to streamline its operations.
- District and Maintenance budgets are on track and expect not to deviate from planned spending before year end.

Utilities are under budget by \$125,272 due to a decrease in the Next Generation Network (NGN) costs that the Ministry announced mid-year.

BOARD OF EDUCATION

BOARD REPORT

DATE: May 14, 2019

TO: Board of Education

FROM: David Swankey, BCSTA Representative

RE: BC SCHOOL TRUSTEES' ASSOCIATION REPORT

This time is provided to discuss matters related to the British Columbia School Trustees' Association (BCSTA).

MEETING SUMMARY

In-Camera Meeting – April 30, 2019

Trustees: Dan Coulter, Willow Reichelt, Darrell Furgason, Heather Maahs, Jared Mumford, Barry Neufeld, David Swankey

Staff: Rohan Arul-pragasam, Gerry Slykhuis, Tamara Ilersich, Donna Vogel

1. Community Member – Audit Committee
2. Community Members – Budget Committee
3. Collective Bargaining: CUPE (continued from April 9, 2019)
4. BCPSEA Report
5. Human Resources Report