



**THE BOARD OF EDUCATION
School District #33 (Chilliwack)
Regular Public Board Meeting
AGENDA
September 17, 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 June 18, 2019 Regular Board Meeting and the September 12, 2019 Special Regular Board Meeting be approved as circulated.)

2. PRESENTATION

- 2.1. Summer Learning Report

3. ACTION ITEMS

- 3.1. Audit Committee Report
- 3.2. 2018 – 2019 Audited Financial Statements
- 3.3. Rainbow Crosswalk
- 3.4. Board Regulation 222.1: Board Committees – Audit Committee
- 3.5. Letter to the Ministry of Education: Funding for new Southside School and Portables
- 3.6. Renaming CHANCE
- 3.7. British Columbia School Trustees Association Discussion Paper – July 2019: School Site Land Acquisition Issues and Solutions

4. INFORMATION ITEMS

- 4.1. Strategic Plan Update: Operations Summer Report/Maintenance Activities
- 4.2. Enrolment Update
- 4.3. BCSTA Report
- 4.4. Trustee Reports

4.5. Meeting Summaries: Committee of the Whole & In-Camera

4.6. **Next Board of Education Meeting: October 1, 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, June 18, 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
Acting Secretary Treasurer	Mr. M. Friesen
Acting Assistant Superintendent	Mr. K. Savage
Acting Assistant Superintendent	Ms. J. Hall
Director of Facilities & Transportation	Mr. A. Van Tassel
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 7:00 p.m. - **Welcome and Acknowledgment of Traditional Stó:lō Territory.**

1.2. Adoption of the Agenda

182.19 Moved by: Trustee Furgason
Seconded by: Trustee Maahs

THAT the agenda be amended to add Policy 220: Public Participation as item 3.4.

CARRIED

183.19 Moved by: Trustee Maahs
Seconded by: Trustee Neufeld

THAT the agenda be amended to add Policy 222: Board Committees as item 3.8.

CARRIED

184.19 Moved by: Trustee Reichelt
Seconded by: Trustee Swankey

THAT the agenda be amended to remove item 3.5. School Site Acquisition Charge Update.

CARRIED

185.19 Moved by: Trustee Reichelt
Seconded by: Trustee Neufeld

THAT the agenda be adopted as amended.

CARRIED

1.1. Approval of the Minutes

186.19 Moved by: Trustee Mumford
Seconded by: Trustee Swankey

THAT the minutes of the May 28, 2019 Regular Public Board meeting be approved as circulated.

CARRIED

2. PRESENTATION: STRATEGIC PLAN UPDATE – STUDENT ACHIEVEMENT DATA

Acting Superintendent Rohan Arul-pragasam, Acting Assistant Superintendent Janet Hall, Acting Assistant Superintendent Kirk Savage and Early Intervention Coordinator Karen Allen presented student achievement data from the 2017/2018 and 2018/2019 school years. The data focused on the measures identified in the Strategic Plan in relation to the priority of **“Improving Student Achievement and Well Being Through High Quality Instruction.”**

Priority	Improving student achievement and well-being through high quality instruction. (Instruction)		
Goal	All students to meet or exceed grade level expectations in literacy and numeracy.		
Outcome/Measure	Description	Baseline Value	Target Value
	✓ Provincial Assessments	Current Provincial FSA	Achievement At or Above Provincial Average
	✓ Graduation Rates	Current District & School 6-year Completion Rates CSS, GWG, SSS, Ed Centre & District Ratios	Achievement At or Above 6-Year Completion Rate CSS, GWG, SSS, Ed Centre & District Ratios
	✓ District Literacy Assessments	RAD 3: NYM - 5%, FM/E - 64%	
		RAD 6: NYM - 5%, FM/E - 55%	NYM-2%, FM/E-75%
		RAD 8: NYM – TBD, FM/E - 52%	NYM – 2%, FM/E – 65%
	FSA – Foundational Skills Assessment RAD – Reading Assessment District NYM – Not Yet meeting FM/E – Fully Meeting/Exceeding	RAD – To be phased out District Literacy Measure	NYM – TBD, FM/E – 65%

	SNAP – Student Numeracy Assessment & Practice	- TBD	District Literacy Measure - TBD
	District Numeracy Assessment(s)	PM Benchmarks (Gr. 2): NYM - 12%, FM/E - 75% PM Benchmarks (Gr. 3): NYM - 10%, FM/E - 78% SNAP 2016/2017 & 2017/2018	NYM – 5%, FM/E – 85% NYM-2%, FM/E - 85%

3. ACTION ITEMS

3.1. Appointment of Acting Secretary Treasurer

187.19 Moved by: Trustee Neufeld
 Seconded by: Trustee Reichelt

THAT Mark Friesen be appointed Acting Secretary Treasurer in the absence of Gerry Slykhuis.

CARRIED

3.2. Board/Authority Authorized (BAA) Courses

188.19 Moved by: Trustee Maahs
 Seconded by: Trustee Reichelt

1. THAT the Board of Education approve the Board/Authority Authorized Course: Drama: Film and Television 10.
2. THAT the Board of Education approve the Board/Authority Authorized Course: Languages, Culture and Travel 11.
3. THAT the Board of Education approve the Board/Authority Authorized Course: Auto Body 12.

CARRIED

3.3. Audit Committee Report

189.19 Moved by: Trustee Maahs
 Seconded by: Trustee Swankey

THAT the Board of Education receive the Audit Committee Meeting Report of June 4, 2019 as presented.

CARRIED

3.4. Policy 220: Public Participation

190.19 Moved by: Trustee Furgason
 Seconded by: Trustee Neufeld

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.

DEFEATED

For: Furgason, Maahs, Neufeld

Opposed: Coulter, Mumford, Reichelt, Swankey

3.5. Policy 227: Trustee Remuneration

191.19 Moved by: Trustee Maahs
Seconded by: Trustee Reichelt

THAT the Board of Education approve Policy 227 – Trustee Remuneration as amended.

CARRIED

3.6. Policy 228: Trustee Expenses

192.19 Moved by: Trustee Maahs
Seconded by: Trustee Neufeld

THAT the Board of Education approve Policy 228 – Trustee Expenses as amended.

CARRIED

3.7. Proposed Letter to Federal Entities in Support of Re-Routing the Trans Mountain Pipeline Away From School Property

193.19 Moved by: Trustee Swankey
Seconded by: Trustee Reichelt

THAT the Board of Education send a letter to the National Energy Board opposing both the current and proposed routing of the Trans Mountain Pipeline through the Watson Elementary and Vedder Middle School Grounds. FURTHERMORE, THAT the Board oppose any variation to the proposed route that intersects with Chilliwack School District grounds and facilities.

CARRIED

For: Coulter, Mumford, Neufeld, Reichelt, Swankey

Opposed: Furgason, Maahs

3.8. Policy 222: Board Committees

194.19 Moved by: Trustee Maahs
Seconded by: Trustee Swankey

THAT the Board of Education approve Policy 222 – Board Committees as presented.

CARRIED

4. INFORMATION ITEMS

4.1 Operations Report: Annual Facilities Grant

Director of Facilities and Transportation Al Van Tassel presented information on the Annual Facilities Grant and spending priorities.

4.2 Extend Meeting

195.19 Moved by: Trustee Reichelt
Seconded by: Trustee Furgason

THAT the Board of Education extend the meeting until the end of the agenda is reached.

CARRIED

4.3 BCSTA Report

4.4 Trustee Reports

Trustee Maahs reported on the following:

- Attended the Tyson PAC meeting.

Trustee Swankey reported on the following:

- May 30 – GWG Go-By-Bike Week Celebration.
- May 30 – DPAC AGM congrats to new executive.
- May 31 – East Chilliwack Carnival.
- June 3 – GWG Awards.
- June 4 – Audit Committee Meeting.
- June 4 – SSS Awards.
- June 5 – CSS Awards.
- June 7 – SSS Commencement.
- June 8 – CSS Commencement.
- June 10 – Ed Centre Breakfast.
- June 11 – Central Elementary Family Day.
- June 11 – East Chilliwack PAC Meeting.
- June 12 – SD33 Retirement Recognition.
- June 14 – GWG Commencement.
- June 17 – East Chilliwack at Lexw Qwò:m.

Trustee Reichelt reported on the following:

- June 3: GWG Awards Night.
- June 4: CCY Committee.
- June 4: SSS Awards Night.
- June 5: FVDES Commencement.
- June 5: CSS Awards Night.
- June 6: Superintendent's Breakfast.
- June 7: SSS Commencement.
- June 8: CSS Commencement.
- June 11: GWG Jazz Band and Choir.
- June 12: CSS Equestrian Class.
- June 12: Retirement Reception.

Trustee Neufeld reported on the following:

- Congratulations to graduates and retirees.

Trustee Mumford reported on the following:

- Congratulations to graduates.

Trustee Furgason reported on the following:

- Attended Commencement Ceremonies and Awards Nights.
- Attended the Aboriginal Education Awards.

Trustee Coulter reported on the following:

- Congratulations to the newly elected DPAC Executive.

4.5 Meeting Summaries

May 14, 2019 Committee of the Whole Meeting Summary

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

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

1. District Inclusion Committee
2. Schedule of Board Meetings 2019 – 2020
3. BCSTA Information
4. Connection and Advocacy: MLAs and City of Chilliwack
5. Trans Mountain Pipeline

May 28, 2019 Committee of the Whole Meeting Summary

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

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

1. Trans Mountain Pipeline
2. Policy 227: Trustee Remuneration
3. Policy 228: Trustee Expenses
4. Central Elementary 90th Celebration: Funding Request

May 28, 2019 In-Camera Meeting Summary

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

Staff: Rohan Arul-pragasam, Gerry Slykhuis, Tamara Ilershich, Kirk Savage, Donna Vogel

1. Bylaw: Property Purchase – 45669 Yale Rd. (former UFV site)
2. Bylaw: Property Exchange – 45669 Yale Rd. (former UFV site)
3. Bylaw: Property Purchase
4. Southside School Preliminary Plans
5. Amendments to the 2019 – 2020 Local School Calendar
6. Human Resources Report
7. BCPSEA Report

4.6 Next Board of Education Meeting Date

**Tuesday, September 17, 2019
7:00 pm**

School District Office

5. PUBLIC PARTICIPATION – QUESTIONS CONCERNING AGENDA

ITEMS The Chair called for questions from the public regarding agenda

items. Questions were received regarding:

- Trans Mountain Pipeline.
- Evans Elementary parking lot.
- Facility Rentals.
- Student Achievement Data for French Immersion.
- Policy 220: Public Participation.

6. ADJOURNMENT

The meeting was adjourned at 10:11 p.m.

Board Chair

Secretary-Treasurer



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

<u>Date of Meeting:</u>	Thursday, September 12, 2019	
<u>Location:</u>	School District Office	
Members Present:	Chair	Mr. D. Coulter
	Vice-Chair	Ms. W. Reichelt
	Trustee	Mr. J. Mumford
	Trustee	Mr. B. Neufeld
	Trustee	Mr. D. Swankey
Regrets:	Trustee	Dr. D. Furgason
	Trustee	Mrs. H. Maahs
Staff Present:	Acting Superintendent	Mr. R. Arul-pragasam
	Secretary Treasurer	Mr. G. Slykhuis
	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 7:09 p.m. - **Welcome and Acknowledgment of Traditional Stó:lō Territory.**

1.2. **Adoption of the Agenda**

196.19 Moved by: Trustee Reichelt
Seconded by: Trustee Swankey

THAT the agenda be adopted as circulated.

CARRIED

1. **ACTION ITEM**

1.1. **Trans Mountain Pipeline Notice of Proposed Detailed Route – Statement of Opposition**

197.19 Moved by: Trustee
Seconded by: Trustee

THAT the Board of Education direct Secretary Treasurer Gerry Slykhuis to submit a Statement of Opposition to the 2019 Trans Mountain Expansion Project Detailed Route along with the Board's June 25, 2019 letter of opposition.

CARRIED

3.1 Next Board of Education Meeting Date

**Tuesday, September 17, 2019
7:00 pm
School District Office**

4. PUBLIC PARTICIPATION – QUESTIONS CONCERNING AGENDA ITEMS

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

A Question was received regarding district procedures in the event of a pipeline spill.

5. ADJOURNMENT

The meeting was adjourned at 7:17 p.m.

Board Chair

Secretary-Treasurer

BOARD OF EDUCATION

PRESENTATION

DATE: September 17, 2019

TO: Board of Education

FROM: Acting Vice-Principal of Summer Learning 2019-Devin Atkins

RE: **2019 SUMMER LEARNING PROGRAM**

BACKGROUND

The Chilliwack School District's 2019 Summer Learning (SL) Program was held at the Chilliwack Secondary site at 46361 Yale Road. The program administrators were Acting Vice-Principals Galen Soon (Grades 1-5) and Devin Atkins (Grades 6-12).

The total number of students that attended the SL program was 559. The majority of these students were at the elementary level (369), middle school level (73), and high school level (83). The high school program consisted of students in a class called, Sustainable Vegetable Production 12, this course took place at the Sardis Secondary School Farm on Richardson Avenue. The enrollment for Sustainable Agriculture 12 saw a significant boost from 2018 (59) as this program incorporated a farm to table element to their program.

This year's program saw a continued increased in diversification of program offerings including: Reading Rangers PM Benchmark <16 and PM Benchmarks >16, a Maker Space/ Trades/Coding Class for students in Grades 6-8, a Power Soccer program, and pull-in English Language Learner/English as a Second Dialect Support. Supplemental inclusive education supports were provided at Summer Learning 2019 through supplemental funding from the Ministry of Education. Specialized support included 11 Education Assistants (EAs), an Occupational Therapist (OT), and an ELL/ESD teacher.

In addition, there was a focus on increasing the respect and understanding amongst all students and staff, of language, culture, governance and history of Sto:lo and all aboriginal peoples. This was possible through a partnership with the aboriginal education department. The Kairos blanket activity provided participants a hands-on learning experience to develop an understanding of the impact of colonization on indigenous communities. Students at Summer Learning had the opportunity to eat Bannock, create aboriginal art and learn about local geography through traditional storytelling.

There were 28 teachers, 11 EAs, and 2 Acting Vice-Principals and 1 clerical for a total of 42 staff who supported learners at Summer Learning.

BOARD OF EDUCATION

DECISION REPORT

DATE: September 17, 2019
TO: Board of Education
FROM: Heather Maahs, Audit Committee Chair
RE: **AUDIT COMMITTEE REPORT**

RECOMMENDATION:

THAT the Board of Education receive the Audit Committee Meeting Report of September 10, 2019 as presented.

Minutes



AUDIT COMMITTEE MEETING

Meeting Held Tuesday, Sept 10, 2019 – 2:30 p.m.

School District Office

Attendance:	Heather Maahs Don Davis Michael Olson	Chair Community Member Community Member
Staff:	Rohan Arul-pragasam Gerry Slykhuis Mark Friesen Talana McInally	Acting Superintendent Secretary Treasurer Assistant Secretary Treasurer Executive Assistant (Recorder)
Also in Attendance:	Tim Holloway Scott Robertson	KPMG KPMG
Regrets:	David Swankey Barry Neufeld	Trustee Trustee

1. CALL TO ORDER

Meeting was called to order at 2:30 p.m.

2. APPROVAL OF AGENDA

Mover: Don Davis
Secunder: Michael Olson

THAT the agenda be approved as circulated.

CARRIED

3. APPROVAL OF MINUTES

Mover: Don Davis
Secunder: Heather Maahs

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

CARRIED

4. COMMUNITY MEMBERS – WELCOME

Chair Maahs welcomed everyone and thanked the two community members, Michael Olson and Don Davis for being a part of the committee, and Tim Holloway and Scott Robertson of KPMG for attending.

5. AUDIT/YEAR-END REVIEW

Tim Holloway and Scott Robertson of KPMG reviewed the Audit Findings Report and Audited Financial Statements for School District 33 (Chilliwack) for the year ended June 30, 2019.

An explanation was provided for each key area of the report presenting the following comments:

- Non-capital deferred contributions – no significant issues
- Tangible capital assets and deferred capital contributions – using reasonable amortization on a consistent basis – no significant issues
- School generated funds – no significant issues
- Employee future benefits and salaries – no significant issues

3:04 p.m. – District staff exited the meeting. Trustees were provided an opportunity for discussion with Tim Holloway and Scott Robertson, KPMG.

3:16 p.m. – District staff returned to the meeting and Tim Holloway and Scott Robertson left.

The Secretary Treasurer reviewed the reserve summary analysis and gave further details of the unrestricted and restricted surpluses. The Unrestricted Surplus has dropped from \$5,272,913 to \$2,208,342 due largely to reconfiguration costs the district incurred this year. There was also a \$1,000,000 transfer to Local Capital contributing to the cost of the Southside School.

6. ADJOURNMENT

The meeting was adjourned at 3:27 p.m.

BOARD OF EDUCATION

DECISION REPORT

DATE: September 17, 2019
TO: Board of Education
FROM: Gerry Slykhuis, Secretary Treasurer
RE: **2018-2019 AUDITED FINANCIAL STATEMENTS**

RECOMMENDATION:

THAT the Board approve the 2018-2019 Audited Financial Statements and forward to the Ministry of Education.

BACKGROUND:

The Secretary Treasurer and Tim Holloway, Lead Audit Engagement Partner – KPMG, will present the 2018-2019 Audited Financial Statements included in this package.

School District No. 33 (Chilliwack)

Audit Findings Report
for the year ended
June 30, 2019

KPMG LLP

DATED SEPTEMBER 5, 2019 FOR THE
MEETING ON SEPTEMBER 10, 2019

kpmg.ca/audit

KPMG



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The contacts at KPMG in connection with this report are:

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This Audit Findings Report should not be used for any other purpose or by anyone other than those charged with governance. KPMG shall have no responsibility or liability for loss or damages or claims, if any, to or by any third party as this Audit Findings Report has not been prepared for, and is not intended for, and should not be used by, any third party or for any other purpose.

Executive summary



Purpose of this report

The purpose of this Audit Findings Report is to assist you, as a member of the audit committee, in your review of the results of our audit of the financial statements of School District No. 33 (Chilliwack) (the “District”) as at and for the year ended June 30, 2019.

This Audit Findings Report builds on the Audit Plan previously communicated to you on June 4, 2019.



Changes from the Audit Plan

There have been no significant changes regarding our audit plan from the Audit Planning Report previously presented to you.



Finalizing the audit

As of the date of this report, we have completed the audit of the financial statements, with the exception of certain remaining procedures, which include amongst others:

- Completion of subsequent event review procedures with management;
- Completing our discussions with the audit committee;
- Obtaining evidence of the Board’s approval of the financial statements;
- Receipt of the signed management representation letter, to be dated upon approval of the financial statements; and
- Reporting to the Office of the Auditor General for the purposes of reliance on our audit opinion in the audit of the summary financial statements of the Province.

We will update the audit committee on significant matters, if any, arising from the completion of the audit, including the completion of the above procedures. Our auditors’ report will be dated upon the completion of any remaining procedures.



Executive summary (continued)



Areas of audit focus

As part of the planning process, we did not identify any significant audit risks. However, we identified areas of audit focus which include:

- Non-capital deferred contributions
- Tangible capital assets and deferred capital contributions
- Employee future benefits and salaries; and
- Auditors' Opinion – Compliance Framework

We are satisfied that our audit work has appropriately dealt with these areas of focus.

See pages 4-6, as well as presumed fraud risks on page 7 for more details.



Adjustments and differences

Adjustments and differences identified during the audit have been categorized as “Corrected adjustments” or “Uncorrected differences”. These include disclosure adjustments and differences.

We did not identify any adjustments that were communicated to management and subsequently corrected in the financial statements.

We identified differences that remain uncorrected. Professional standards require that we request of management and the audit committee that all identified adjustments or differences be corrected. We have already made this request of management. Based on both qualitative and quantitative considerations, management have decided not to correct the differences, and represented to us that the uncorrected differences – individually and in the aggregate – are, in their judgment, not material to the financial statements. We concur with management's representation and accordingly, the differences have no effect on our auditors' report.

See page 9 and Appendix 3 for more details.





Executive summary (continued)

Significant accounting policies and practices

There have been no initial selections of, or changes to, significant accounting policies and practices to bring to your attention.

The presentation and disclosure of the financial statements are, in all material respects, in accordance with the financial reporting provisions of Section 23.1 of the Budget Transparency and Accountability Act of the Province of British Columbia. Misstatements, including omissions, if any, related to disclosure or presentation items are in the management representation letter.

Control and other observations

In accordance with professional standards, we are required to communicate to the audit committee any control deficiencies that we determined, individually or in the aggregate, to be significant.

We did not identify any control deficiencies that we determined to be significant deficiencies in internal control over financial reporting.

See page 10 for more details.

Independence

We confirm that we are independent with respect to the District within the meaning of the relevant rules and related interpretations prescribed by the relevant professional bodies in Canada and any applicable legislation or regulation from July 1, 2018 up to the date of this report.

Current developments

There have been no significant updates to the current developments included in our Audit Plan previously provided to the audit committee.

Areas of audit focus and results

We highlight our significant findings in respect of areas of audit focus as identified in our Audit Plan, as well as any additional areas of audit focus identified.

Area of audit focus	Why is it significant?	Our response and significant findings
Non-capital deferred contributions	Contributions received for specific purposes are recorded as deferred contributions until they are spent on eligible expenditures in accordance with the underlying agreements.	<ul style="list-style-type: none"> – We obtained documentation indicating that contributions received are for a specific purpose and considered the appropriateness of management’s accounting for these contributions in the financial statements. – We assessed that expenses recorded on the financial statements for which the revenue was recognized are related specifically to their intended purpose. – No significant issues were noted in our audit testing.
Tangible capital assets and deferred capital contributions	<p>The District has various capital projects ongoing throughout the year.</p> <p>The District defers restricted contributions received for the acquisition of capital assets. Once spent, the contributions are amortized into revenue over the life of the asset acquired.</p>	<ul style="list-style-type: none"> – We obtained an understanding of the process over contributions received, the acquisitions made or construction of related tangible capital assets and amortization of the assets and deferred capital contributions. – We vouched a sample of asset additions to determine appropriate treatment as capital, and perform test of details over contributions received to ensure that contributions are appropriately deferred in accordance with the stated accounting policy. – We reviewed the reasonableness of amortization expense and amortization of deferred capital revenue to ensure amortization is being recognized using a reasonable estimated useful life and on a consistent basis between the two amortization accounts. – We reviewed agreements for contractual commitments and related disclosure requirements. – No significant issues were noted in our audit testing.



Areas of audit focus and results (continued)

Area of audit focus	Why is it significant?	Our response and significant findings
School generated funds	<p>There is a substantial amount of money that flows through the schools, which is accounted for and reported by the administrative staff at each school.</p>	<ul style="list-style-type: none"> – We obtained an understanding of the activities with respect to school generated funds. – We reviewed reconciliations of school balances, and performed analytical procedures over a sample of individual schools. – No significant issues were noted in our audit testing.
Employee future benefits and salaries	<p>Employee future benefits and salaries are a significant portion of the District's operations.</p> <p>The Ministry of Education, on behalf of all School Districts in BC, engages an external actuary to determine the obligations and related costs for both vested and non-vested benefits, which include sick leave, retirement incentive, severance and vacation offered as part of the District's collective agreements.</p>	<ul style="list-style-type: none"> – We obtained an understanding of the activities over the initiation, authorization, and recording of the payroll process. – We performed analytical procedures to understand the change in payroll and benefits relative to budget and the prior year. We corroborated significant variances noted by reviewing supporting documentation. – We reviewed the external actuary report and key actuarial assumptions for reasonableness and compliance with Public Sector Accounting Standards. – We tested the accuracy of employee data sent to the actuary for the computation of employee future benefits. – We reviewed the disclosures within the financial statements and agreed them to the actuarial report. – No significant issues were noted in our audit testing.



Areas of audit focus and results (continued)

Area of audit focus	Why is it significant?	Our response and significant findings
<p>Auditors' opinion – Compliance framework</p>	<p>Consistent with the prior year, the District's financial statements are prepared under Canadian Public Sector Accounting Standards ("PSAS"), supplemented by the requirements of Regulations 257/2010 and 198/2011 issued by the Province of British Columbia Treasury Board.</p> <p>These regulations direct the School Districts to apply PSAS, except in regard to accounting for restricted contributions. Under the regulations, contributions for the acquisition of tangible capital assets are to be deferred and amortized on the same basis as the amortization of the related tangible capital assets, not in accordance with the underlying stipulations on the funding, as required under PSAS. As a result, the District's revenue recognized in the statement of operations and certain related deferred capital contributions would have been recorded differently under PSAS.</p>	<ul style="list-style-type: none"> – As a result of this deviation from the Public Sector general purpose framework, the District's financial statements are considered to be prepared under a compliance framework. As such, our audit opinion is modified to state that the District is in compliance with the disclosed framework. It is referred to as a compliance opinion, instead of a general purpose fair presentation opinion. – The Office of the Auditor General ("OAG") has also requested additional reporting, under the Group Auditor requirements, in order to perform the consolidation of the Provincial Accounts under PSAS. – Management and the auditors are expected to report on the accounting under the Treasury Board Regulations compared to the results under PSAS, as interpreted by the OAG.





Audit risks

Professional requirements

Fraud risk from management override of controls.

Why is it significant?

This is a presumed fraud risk. We have not identified any specific additional risks of management override relating to this audit.

Our audit approach

Our audit methodology incorporates the required procedures in professional standards to address this risk. These procedures include:

- Testing of journal entries and other adjustments;
- Performing a retrospective review of significant estimates; and
- Evaluating the business rationale of significant unusual transactions.

There were no significant issues noted in our testing.



Significant accounting policies and practices

The following items relate to the qualitative aspects of accounting practices of the District:



Significant accounting policies

- There were no changes to the critical accounting policies and practices.
- There were no changes in significant accounting policies.
- There were no significant accounting policies in controversial or emerging areas.
- There were no issues noted with the timing of the District's transactions in relation to the period in which they are recorded.
- There were no issues noted with the extent to which the financial statements are affected by a significant unusual transaction and extent of disclosure of such transactions.
- There were no issues noted with the extent to which the financial statements are affected by non-recurring amounts recognized during the period and extent of disclosure of such transitions.



Significant accounting estimates

- There were no issues noted with management's identification of accounting estimates.
- There were no issues noted with management's process for making accounting estimates.
- There were no indicators of possible management bias.
- There were no significant factors affecting the District's asset and liability carrying values.



Significant disclosures

- There were no issues noted with the judgments made, in formulating particularly sensitive financial statement disclosures.
- There were no issues noted with the overall neutrality, consistency, and clarity of the disclosures in the financial statements.
- There were no significant potential effects on the financial statements of significant risks, exposures and uncertainties.



Adjustment and differences



Adjustments and differences identified during the audit have been categorized as “Corrected adjustments” or “Uncorrected differences”. These include disclosure adjustments and differences.

Professional standards require that we request of management and the audit committee that all identified adjustments or differences be corrected. We have already made this request of management.

Corrected adjustments

We did not identify any adjustments that were communicated to management and subsequently corrected in the financial statements.

Uncorrected differences

The management representation letters include the Summary of Uncorrected Audit Misstatements, which disclose the impact of all uncorrected misstatements considered to be other than clearly trivial.

Based on both qualitative and quantitative considerations, management have decided not to correct certain differences and represented to us that the differences—individually and in the aggregate—are, in their judgment, not material to the financial statements. We concur with management’s representation that the differences are not material to the financial statements. Accordingly, the differences have no effect on our auditors’ report.

Uncorrected difference identified:

Public Sector Accounting Standards requires the statement of operations and statement of changes in net debt present a comparison of the results for the accounting period with those originally planned. Management presented the Amended Annual Budget as the basis for this comparison. The original annual budget has been included in the notes to the financial statements, which provides information related to the differences between the original and amended budget. It is expected that the budget figures may change significantly between the original and amended budget as enrollment figures and Ministry funding is confirmed. The presentation difference is not considered material to the financial statements given that the original annual budget information is provided in the notes to the financial statements. The presentation adopted by the District is consistent with many other Districts throughout the Province.

Control and other observations



In accordance with professional standards, we are required to communicate to the audit committee any control deficiencies that we identified during the audit and have determined to be material weaknesses or significant deficiencies in ICFR.

As your auditors, we are required to obtain an understanding of internal control over financial reporting (“ICFR”) relevant to the preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances for the purpose of expressing an opinion on the financial statements, but not for the purpose of expressing an opinion on internal control. Accordingly, we do not express an opinion on the effectiveness of internal control.





Our understanding of ICFR was for the limited purpose described in the preceding paragraph and was not designed to identify all control deficiencies that might be significant deficiencies and other control deficiencies have been identified. Our awareness of control deficiencies varies with each audit and is influenced by the nature, timing and extent of audit procedures performed, as well as other factors.

In accordance with professional standards, we are required to communicate to the audit committee any control deficiencies that we identified during the audit and have determined to be material weaknesses or significant deficiencies in internal control over financial reporting.

No significant deficiencies in ICFR have been identified.



Appendices

-  **Appendix 1: Required communications**
-  **Appendix 2: Audit quality and risk management**
-  **Appendix 3: Management representation letter**
-  **Appendix 4: Analysis of financial performance**

Appendix 1: Required communications



In accordance with professional standards, there are a number of communications that are required during the course of and upon completion of our audit. These include:



Auditors' Report

The conclusion of our audit is set out in our draft auditors' report attached to the financial statements.



Management representation letter

In accordance with professional standards, a copy of the management representation letter is provided to the audit committee in Appendix 3.



Independence

In accordance with professional standards, we have confirmed our independence.



Appendix 2: Audit quality and risk management



KPMG maintains a system of quality control designed to reflect our drive and determination to deliver independent, unbiased advice and opinions, and also meet the requirements of Canadian professional standards.

Quality control is fundamental to our business and is the responsibility of every partner and employee. The following diagram summarizes the six key elements of our quality control system.

Visit our [Audit Quality Resources page](#) for more information including access to our most recent [Audit Quality Report](#).

Other controls include:

- Before the firm issues its audit report, the Engagement Quality Reviewer reviews the appropriateness of key elements.
- Technical department and specialist resources provide real-time support to audit teams in the field.

We conduct regular reviews of engagements and partners. Review teams are independent and the work of every audit partner is reviewed at least once every three years.

We have policies and guidance to ensure that work performed by engagement personnel meets applicable professional standards, regulatory requirements and the firm's standards of quality.

We do not offer services that would impair our independence.



All KPMG partners and staff are required to act with integrity and objectivity and comply with applicable laws, regulations and professional standards at all times.

The processes we employ to help retain and develop people include:

- Assignment based on skills and experience;
- Performance evaluation;
- Development and training; and
- Appropriate supervision and coaching

We have policies and procedures for deciding whether to accept or continue a client relationship or to perform a specific engagement for that client.

Existing audit relationships are reviewed annually and evaluated to identify instances where we should discontinue our professional association with the client.



Appendix 3: Management representation letter



KPMG LLP
32575 Simon Ave
Abbotsford, BC V2T 4W6

September 17, 2019

Ladies and Gentlemen:

We are writing at your request to confirm our understanding that your audit was for the purpose of expressing an opinion on the financial statements (hereinafter referred to as “financial statements”) of School District No. 33 (Chilliwack) (“the School District”) as at and for the period ended June 30, 2019.

General:

We confirm that the representations we make in this letter are in accordance with the definitions as set out in [Attachment I](#) to this letter.

We also confirm that, to the best of our knowledge and belief, having made such inquiries as we considered necessary for the purpose of appropriately informing ourselves:

Responsibilities:

- 1) We have fulfilled our responsibilities, as set out in the terms of the engagement letter dated May 22, 2019, for:
 - a) the preparation of the financial statements and believe that these financial statements have been prepared in accordance with the relevant financial reporting framework.
 - b) determining that the basis of accounting is an acceptable basis for the preparation of the financial information in the circumstances.
 - c) providing you with all information of which we are aware that is relevant to the preparation of the financial statements, such as all financial records and documentation and other matters, including (i) the names of all related parties and information regarding all relationships and transactions with related parties; and (ii) the complete minutes of meetings, or summaries of actions of recent meetings for which minutes have not yet been prepared, of shareholders, board of directors and committees of the board of directors that may affect the financial statements, and providing you with access to such relevant information. All significant board and committee actions are included in the summaries.
 - d) providing you with unrestricted access to persons within the School District from whom you determined it necessary to obtain audit evidence.
 - e) such internal control as we determined is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or

error. We also acknowledge and understand that we are responsible for the design, implementation and maintenance of internal control to prevent and detect fraud.

- f) ensuring that all transactions have been recorded in the accounting records and are reflected in the financial statements.
- g) providing you with written representations that you are required to obtain under your professional standards and written representations that you determined are necessary.

Internal control over financial reporting:

- 2) We have communicated to you all deficiencies in the design and implementation or maintenance of internal control over financial reporting of which we are aware.

Fraud & non-compliance with laws and regulations:

- 3) We have disclosed to you:
 - a) the results of our assessment of the risk that the financial statements may be materially misstated as a result of fraud.
 - b) all information in relation to fraud or suspected fraud that we are aware of and that affects the financial statements and involves: management, employees who have significant roles in internal control over financial reporting, or others, where the fraud could have a material effect on the financial statements.
 - c) all information in relation to allegations of fraud, or suspected fraud, affecting the financial statements, communicated by employees, former employees, analysts, regulators, or others.
 - d) all known instances of non-compliance or suspected non-compliance with laws and regulations, including all aspects of contractual agreements, whose effects should be considered when preparing financial statements.
 - e) all known actual or possible litigation and claims whose effects should be considered when preparing the financial statements.

Commitments & Contingencies:

- 4) There are no:
 - a) other liabilities that are required to be recognized and no other contingent assets or contingent liabilities that are required to be disclosed in the financial statements in accordance with the relevant financial reporting framework, including liabilities or contingent liabilities arising from illegal acts or possible illegal acts, or possible violations of human rights legislation
 - b) other environmental matters that may have an impact on the financial statements

Subsequent events:

- 5) All events subsequent to the date of the financial statements and for which the relevant financial reporting framework requires adjustment or disclosure in the financial statements have been adjusted or disclosed.

Related parties:

- 6) We have disclosed to you the identity of the School District's related parties.
- 7) We have disclosed to you all the related party relationships and transactions/balances of which we are aware.
- 8) All related party relationships and transactions/balances have been appropriately accounted for and disclosed in accordance with the relevant financial reporting framework.

Estimates:

- 9) Measurement methods and significant assumptions used by us in making accounting estimates, including those measured at fair value, are reasonable.

Going Concern:

- 10) We have provided you with all information relevant to the use of the going concern assumption in the financial statements.
- 11) We confirm that we are not aware of material uncertainties related to events or conditions that may cast significant doubt upon the Entity's ability to continue as a going concern.

Misstatements:

- 12) The effects of the uncorrected misstatements described in [Attachment II](#) are immaterial, both individually and in the aggregate, to the financial statements as a whole.

Non-SEC registrants or non-reporting issuers:

- 13) We confirm that the School District is not a Canadian reporting issuer (as defined under any applicable Canadian securities act) and is not a United States Securities and Exchange Commission ("SEC") Issuer (as defined by the Sarbanes-Oxley Act of 2002). We also confirm that the financial statements of the School District will not be included in the consolidated financial statements of a Canadian reporting issuer audited by KPMG or an SEC Issuer audited by any member of the KPMG organization.

Post-employment benefits, compensated absences, termination benefits and retirement benefits:

- 14) The post-employment benefits, compensated absences, termination benefits and retirement benefit costs, assets and obligation have been determined, accounted for and disclosed in accordance with the financial reporting framework.
- 15) We have no knowledge of arrangement (contractual or otherwise) by which programs have been established to provide post-employment benefits, except as disclosed to you.
- 16) The significant accounting policies the School District has adopted in applying PS 3255, Post-employment benefits, compensated absences and termination benefits and PS 3250,

Retirement Benefits (hereinafter referred to as "PS 3255" and "PS3250") are disclosed in note to the financial statements.

- 17) All arrangements (contractual or otherwise) by which programs have been established to provide post-employment benefits have been disclosed to you and included in the determination of pension and post-employment costs and obligations. This includes:
 - a) Pension and other retirement benefits expected to be provided after retirement to employees and their beneficiaries.
 - b) Post-employment benefits expected to be provided after employment but before retirement to employees and their beneficiaries. These benefits include unused sick leave and severance benefits.
 - c) Compensated absences for which it is expected employees will be paid. These benefits include accumulating sick days; and
 - d) Termination benefits.
- 18) The post-employment benefit and retirement costs, assets and obligations have been determined, accounted for and disclosed in accordance with PS 3255 and PS3250. In particular:
 - a) each of the best estimate assumptions used reflects management's judgment of the most likely set of conditions affecting future events; and
 - b) the best estimate assumptions used are, as a whole, consistent within themselves, and with the valuation method adopted for purposes of this evaluation.
- 19) The assumptions included in the actuarial valuation are those that were determined by Management and the Ministry of Education with Mercer (Canada) Limited ("Mercer") to use in computing amounts to be used by us in determining pension costs and obligations and in making required disclosures in the above-named financial statements, in accordance with PS 3255 and PS3250.
- 20) In arriving at these assumptions, Management and the Ministry of Education obtained the advice of Mercer, but management has reviewed the assumptions and has retained the final responsibility for them.
- 21) The source data and plan provisions provided to the actuary for preparation of the actuarial valuation are accurate and complete.
- 22) All changes to plan provisions or events occurring subsequent to the date of the actuarial valuation and up to the date of this letter have been considered in the determination of pension and other post-employment benefit and retirement costs.
- 23) The information provided by us to Mercer ("the expert") and used in the work and findings of the expert are complete and accurate. We agree with the findings of the expert in evaluating the actuarial obligations and have adequately considered the qualifications of the expert in determining the amounts and disclosures used in the financial statements and underlying accounting records. We did not give nor cause any instructions to be given to the expert

with respect to the values or amounts derived in an attempt to bias their work, and we are not otherwise aware of any matters that have had an impact on the independence and objectivity of the expert.

Yours very truly,

Rohan Arul-pragasam, Acting Superintendent

Gerry Slykhuis, Secretary-Treasurer

Mark Friesen, Assistant Secretary-Treasurer

cc: Audit Committee

Attachment I – Definitions

Materiality

Certain representations in this letter are described as being limited to matters that are material. Misstatements, including omissions, are considered to be material if they, individually or in the aggregate, could reasonably be expected to influence the economic decisions of users taken on the basis of the financial statements. Judgments about materiality are made in light of surrounding circumstances, and are affected by the size or nature of a misstatement, or a combination of both.

Fraud & error

Fraudulent financial reporting involves intentional misstatements including omissions of amounts or disclosures in financial statements to deceive financial statement users.

Misappropriation of assets involves the theft of a School District's assets. It is often accompanied by false or misleading records or documents in order to conceal the fact that the assets are missing or have been pledged without proper authorization.

An error is an unintentional misstatement in financial statements, including the omission of an amount or a disclosure.

Related parties

- In accordance with Public Sector Accounting Standards related parties exist when one party has the ability to exercise, directly or indirectly, control, joint control or significant influence over the other. Two or more parties are related when they are subject to common control, joint control or common significant influence. Two not-for-profit organizations are related parties if one has an economic interest in the other. Related parties also include management and immediate family members.
- In accordance with Public Sector Accounting Standards a related party transaction is defined as a transfer of economic resources or obligations between related parties, or the provision of services by one part to a related party, regardless of whether any consideration is exchanged. The parties to the transaction are related prior to the transaction. When the relationship arises as a result of the transaction, the transaction is not one between related parties

Attachment II – Summary of Audit Misstatements Schedule(s)

Summary of Uncorrected Audit Misstatements - Year ended June 30, 2019

School District No.33 (Chilliwack)
Summary of Uncorrected Audit Misstatements
June 30, 2019

ID	Description of misstatement
USAM1	<p><u>Disclosure Difference</u></p> <p>Public Sector Accounting Standards requires the statement of operations and statement of changes in net debt present a comparison of the results for the accounting period with those originally planned. Management presented the Amended Annual Budget as the basis for this comparison. The original annual budget has been included in the notes to the financial statements, which provides information related to the differences between the original and amended budget. It is expected that the budget figures may change significantly between the original and amended budget as enrollment figures and Ministry funding is confirmed. The presentation difference is not considered material to the financial statements given that the original annual budget information is provided in the notes to the financial statements. The presentation adopted by the District is consistent with many other Districts throughout the Province.</p>

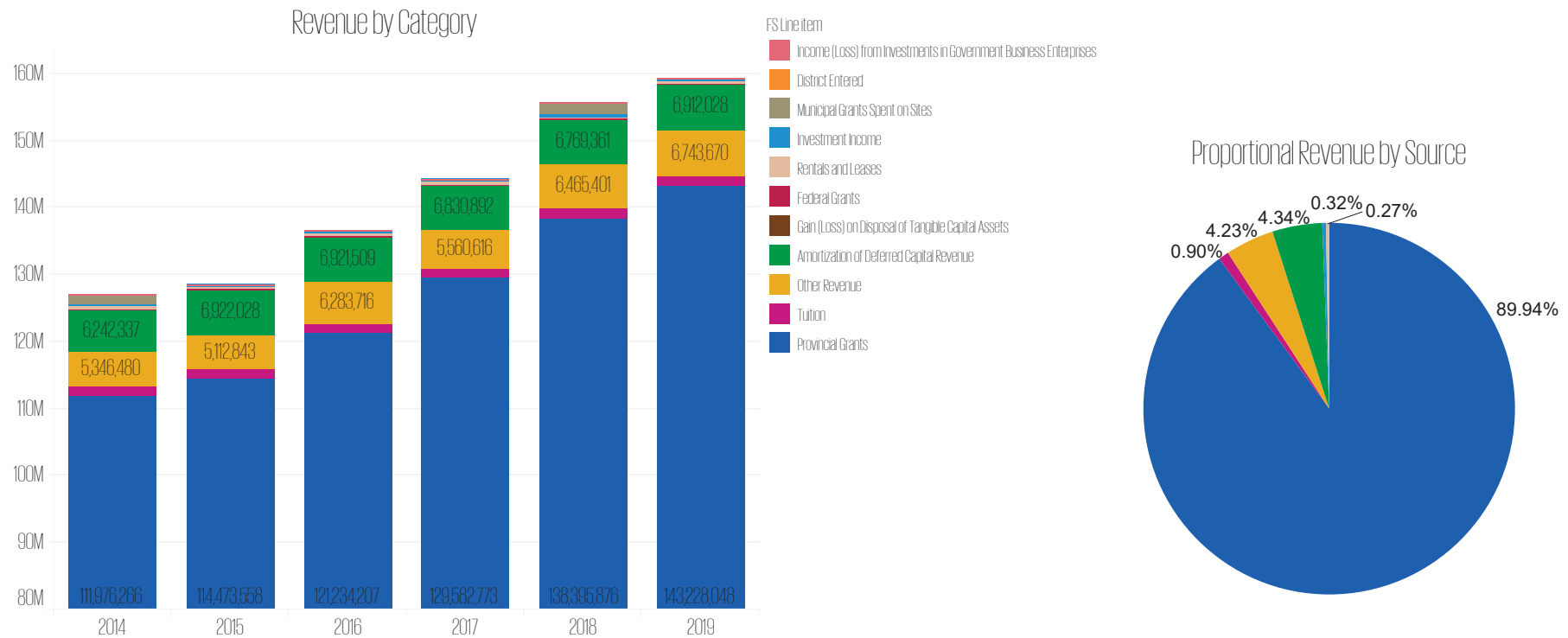
Appendix 4: Analysis of financial performance



Revenue Analysis

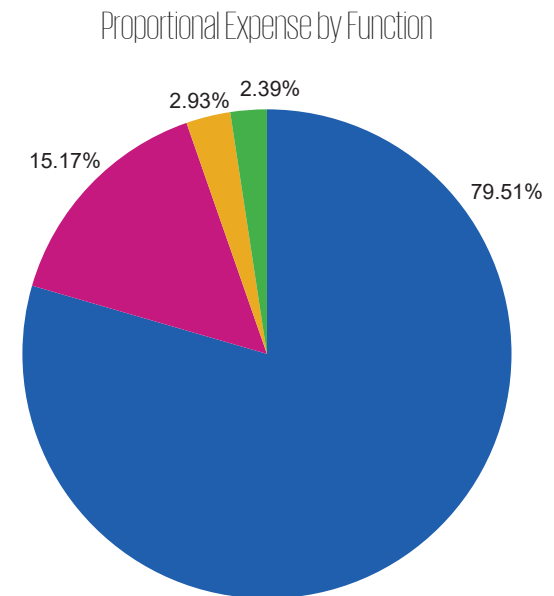
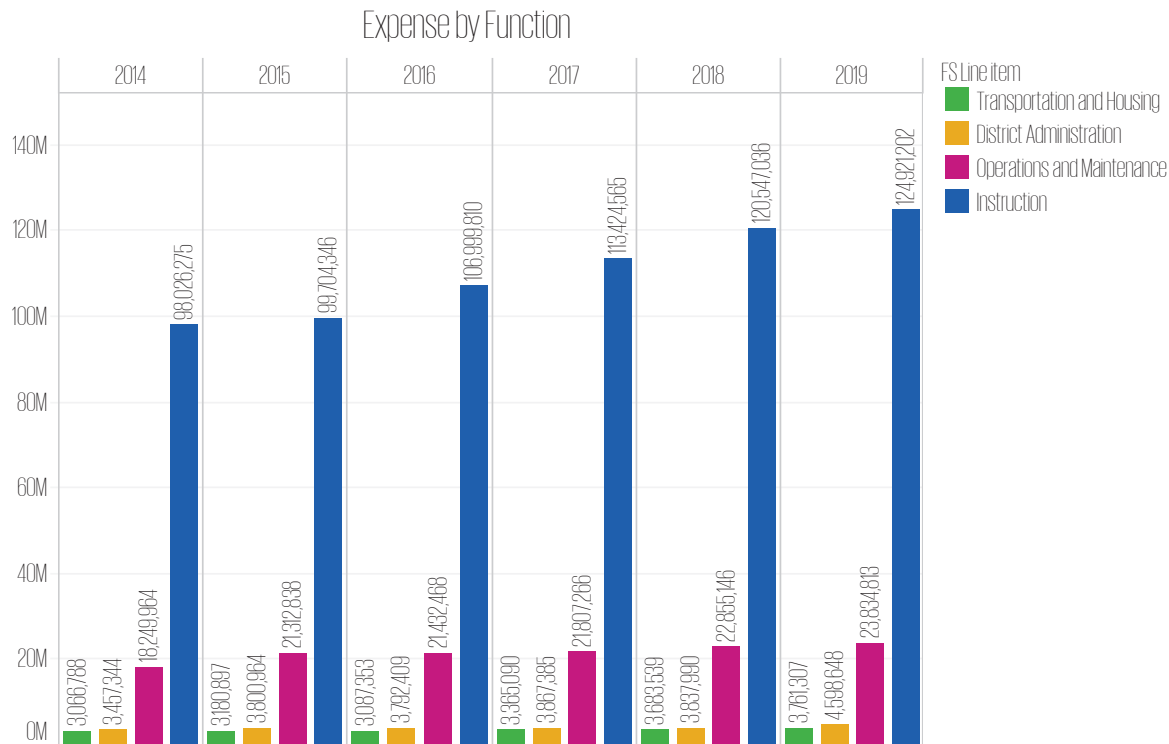
Grants from the Ministry represent 89.9% (2018 - 88.9%) of total revenues and has increased by 3.5% from prior year. The majority of this increase is due to the \$3.7 million increase in annual operating grants which is consistent with growth in student enrollment. In addition, there was increased funding related to the purchase of UFV property during the year, which included \$4.9 million of revenue recognized related to the land.

Municipal grants spent on sites decreased to nil (2018 - \$1.7 million). This is because the UFV property purchased in 2019 was fully funded by Ministry grants, whereas the Tyson Road property purchased in 2018 was partially funded by development charges collected by the City on behalf of the District.



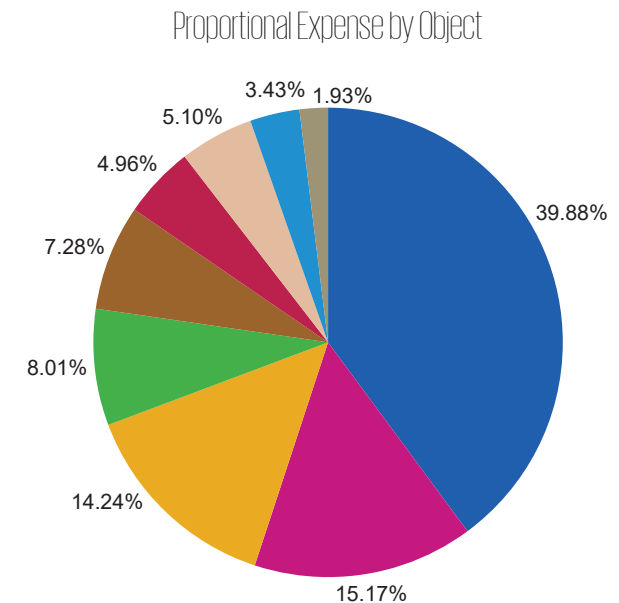
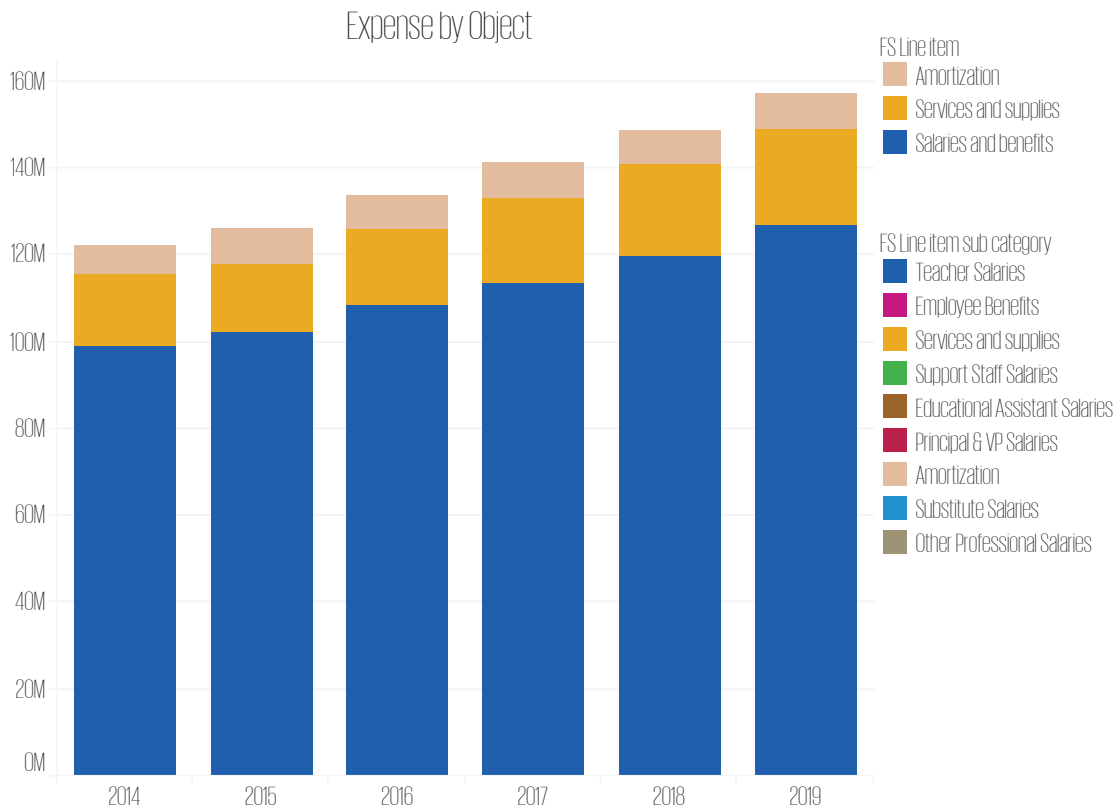
Expenses by Function Analysis

Instruction represents 79.5% of total expenses, consistent with previous years (2018 - 79.9%). Instruction has increased by \$4.4 million, this increase is largely due to continued efforts of the District to hire more teachers, educational assistants and substitutes as a result of enrollment growth and regular scheduled salary increases.



Expenses by Object Analysis

Total annual expenses have increased by 4.1% over prior year (2018 - 5.9%). Salaries and benefits represent 80.7% of the total expense (2018 - 79.3%), consistent with previous years. Salaries and benefits increased \$7.1 million during the year. Consistent with the increase in instruction costs, the increase in salaries and benefits is due to enrollment growth and regular scheduled salary increases, as well as additional staffing to support the middle school reconfiguration carried out during the year.



School Generated Funds

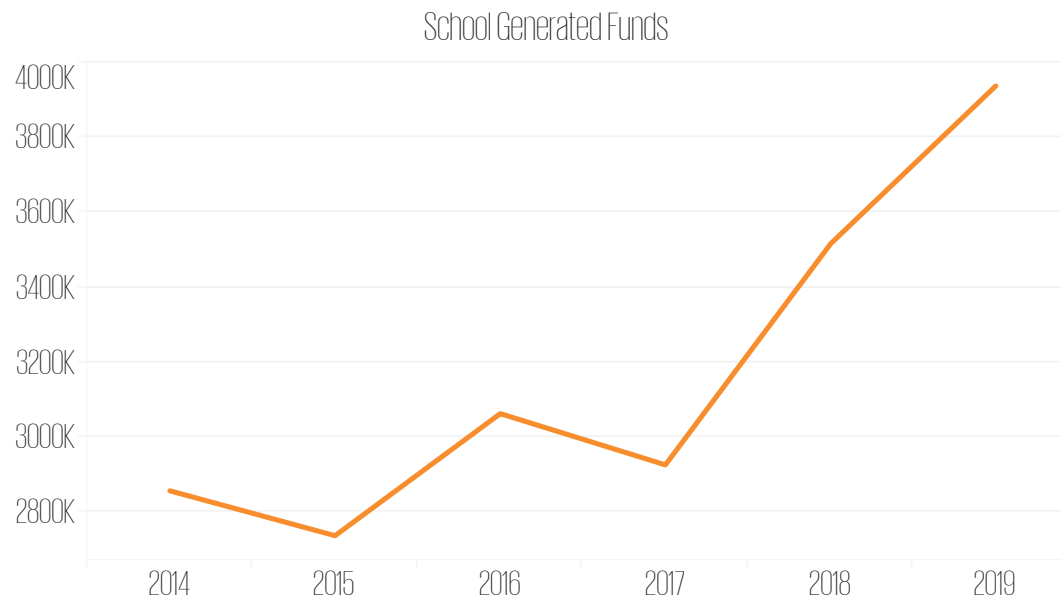
School Generated Funds
(revenue)

3,937,615

School Generated Funds Increase

11.98%

Revenue recognized relating to school generated funds has increased in recent years. In 2019, \$3.9 million (2018 - \$3.5 million) of revenue was recognized related to school generated funds. The increase was a result of encouraging schools with high deferred balances to increase their utilization, student growth and various new programs run during the year.



Annual Surplus and Accumulated Surplus Analysis

Annual Deficit - operating fund

(1,708,854)

Accumulated surplus - capital fund

67,090,809

Accumulated surplus - operating fund

2,971,033

Unrestricted operating surplus

2,208,342

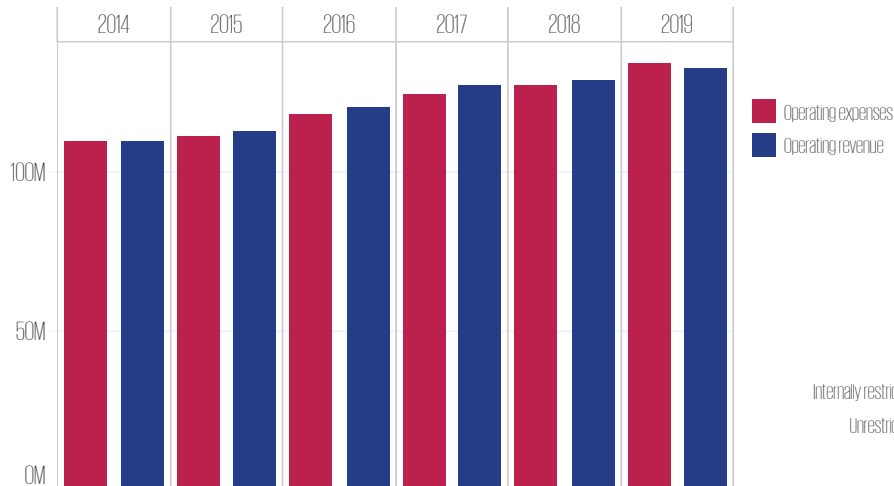
Annual deficit represents the excess of expenses over revenue during the year.

Historically, the District ran an annual surplus ranging from 0.9% to 1.3% of annual revenue. For the first time in recent years, the District's operating fund experienced an annual deficit in 2019. This was consistent with the \$2.5 million budgeted deficit and primarily due to costs incurred related to the middle school reconfiguration carried out during the year.

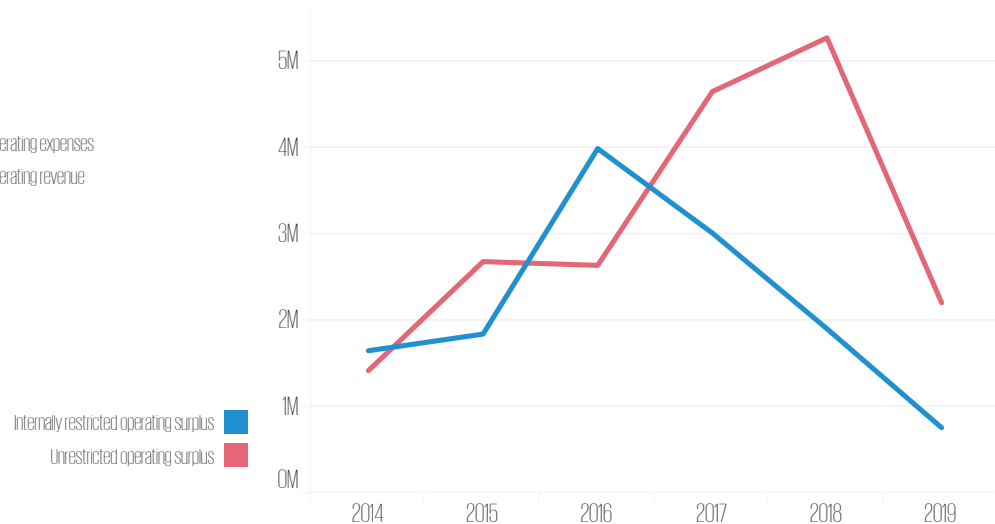
Accumulated surplus represents a measure of flexibility and sustainability. Restricted surplus is funds that the Board has designated to pay for specific future costs. Unrestricted surplus represents resources that can be used to provide future services and contingency to fund unexpected costs or respond to unexpected decline in revenue.

Unrestricted surplus as at June 30, 2019 represents 1.39% (2018 - 3.39%) of annual revenue and has decreased during the year as a result of the operating deficit and \$2.5 million of transfers to the capital fund during the year.

Operating Expenses and Operating Revenue



Accumulated Surplus





kpmg.ca/audit



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The independent member firms of the KPMG network are affiliated with KPMG International, a Swiss entity. Each KPMG firm is a legally distinct and separate entity, and describes itself as such.

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Audited Financial Statements of

School District No. 33 (Chilliwack)

And Independent Auditors' Report thereon

June 30, 2019

School District No. 33 (Chilliwack)

June 30, 2019

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School District No. 33 (Chilliwack)

MANAGEMENT REPORT

DRAFT

Management's Responsibility for the Financial Statements.

The accompanying financial statements of School District No. 33 (Chilliwack) have been prepared by management in accordance with the accounting requirements of Section 23.1 of the Budget Transparency and Accountability Act of British Columbia, supplemented by Regulations 257/2010 and 198/2011 issued by the Province of British Columbia Treasury Board, and the integrity and objectivity of these statements are management's responsibility. Management is also responsible for all of the notes to the financial statements and schedules, and for ensuring that this information is consistent, where appropriate, with the information contained in the financial statements.

The preparation of financial statements necessarily involves the use of estimates based on management's judgment particularly when transactions affecting the current accounting period cannot be finalized with certainty until future periods.

Management is also responsible for implementing and maintaining a system of internal controls to provide reasonable assurance that assets are safeguarded, transactions are properly authorized and reliable financial information is produced.

The Board of Education of School District No. 33 (Chilliwack) (called the "Board") is responsible for ensuring that management fulfills its responsibilities for financial reporting and internal control and exercises these responsibilities through the Board. The Board reviews internal financial statements on a monthly basis and externally audited financial statements yearly.

The external auditors, KPMG, conduct an independent examination, in accordance with Canadian generally accepted auditing standards, and express their opinion on the financial statements. The external auditors have full and free access to financial management of School District No. 33 (Chilliwack) and meet when required. The accompanying Independent Auditors' Report outlines their responsibilities, the scope of their examination and their opinion on the School District's financial statements.

On behalf of School District No. 33 (Chilliwack)

DRAFT

Signature of the Comptroller of Education _____ Date Signed _____
Signature of the Superintendent _____ Date Signed _____

Signature of the Secretary Treasurer

Date Signed



KPMG LLP
32575 Simon Avenue
Abbotsford BC V2T 4W6
Telephone (604) 854-2200
Fax (604) 853-2756

INDEPENDENT AUDITORS' REPORT

To the Board of Education of School District No. 33 (Chilliwack), and

To the Minister of Education, Province of British Columbia

Opinion

We have audited the financial statements of School District No. 33 (Chilliwack) (the Entity), which comprise:

- the statement of financial position as at June 30, 2019
 - the statement of operations for the year then ended
 - the statement of changes in net financial assets (debt) for the year then ended
 - the statement of cash flows for the year then ended
 - and notes to the financial statements, including a summary of significant accounting policies
- (Hereinafter referred to as the "financial statements").

In our opinion, the accompanying financial statements of the Entity as at and for the year ended June 30, 2019 are prepared, in all material respects, in accordance with the financial reporting provisions of Section 23.1 of the Budget Transparency and Accountability Act of the Province of British Columbia.

Basis for Opinion

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the "Auditors' Responsibilities for the Audit of the Financial Statements" section of our auditors' report.

We are independent of the Entity in accordance with the ethical requirements that are relevant to our audit of the financial statements in Canada and we have fulfilled our other ethical responsibilities in accordance with these requirements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Emphasis of Matter – Financial Reporting Framework

We draw attention to note 2 to the financial statements which describes the applicable financial reporting framework and the significant differences between the financial reporting framework and Canadian public sector accounting standards.

Our opinion is not modified in respect of this matter.



Other Information

Management is responsible for the other information. Other information comprises:

- Unaudited Schedules 1-4 attached to the audited financial statements

Our opinion on the financial statements does not cover the other information and we do not and will not express any form of assurance conclusion thereon.

In connection with our audit of the financial statements, our responsibility is to read the other information identified above and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit, or otherwise appears to be materially misstated.

We obtained the unaudited schedules documents as at the date of this auditors' report. If, based on the work we have performed on this other information, we conclude that there is a material misstatement of this other information, we are required to report that fact in the auditors' report.

We have nothing to report in this regard.

Responsibilities of Management and Those Charged with Governance for the Financial Statements

Management is responsible for the preparation of the financial statements in accordance with the financial reporting provisions of Section 23.1 of the Budget and Transparency and Accountability Act of the Province of British Columbia and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is responsible for assessing the Entity's ability to continue as a going concern, disclosing as applicable, matters related to going concern and using the going concern basis of accounting unless management either intends to liquidate the Entity or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the Entity's financial reporting process.

Auditors' Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditors' report that includes our opinion.

Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists.

Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of the financial statements.

As part of an audit in accordance with Canadian generally accepted auditing standards, we exercise professional judgment and maintain professional skepticism throughout the audit.



We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion.
The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Entity's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Entity's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditors' report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditors' report. However, future events or conditions may cause the Entity to cease to continue as a going concern.
- Communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

Chartered Professional Accountants
Abbotsford, Canada

School District No. 33 (Chilliwack)

Statement of Financial Position

As at June 30, 2019

	2019 Actual	2018 Actual
	\$	\$
Financial Assets		
Cash and Cash Equivalents	28,053,907	30,196,176
Accounts Receivable		
Due from Province - Ministry of Education	124,961	574,544
Due from LEA Funding	83,132	672,079
Other (Note 3)	192,186	380,986
Total Financial Assets	28,454,186	31,823,785
Liabilities		
Accounts Payable and Accrued Liabilities		
Other (Note 4)	14,125,012	14,011,906
Unearned Revenue (Note 5)	1,263,882	1,197,602
Deferred Revenue (Note 6)	1,373,105	2,039,384
Deferred Capital Revenue (Note 7)	162,672,825	160,668,739
Employee Future Benefits (Note 8)	3,625,502	3,518,896
Other Liabilities	963,023	934,581
Total Liabilities	184,023,349	182,371,108
Net Financial Assets (Debt)	(155,569,163)	(150,547,323)
Non-Financial Assets		
Tangible Capital Assets (Note 9)	224,983,765	218,002,793
Restricted Assets (Endowments) (Note 11)	73,261	73,261
Prepaid Expenses	647,240	470,210
Total Non-Financial Assets	225,704,266	218,546,264
Accumulated Surplus (Deficit) (Note 18)	70,135,103	67,998,941
Contractual Obligations (Note 15)		
Contingent Liabilities (Note 16)		
Approved by the Board		
Signature of the Chairperson of the Board		Date Signed
Signature of the Superintendent		Date Signed
Signature of the Secretary Treasurer		Date Signed

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School District No. 33 (Chilliwack)

Statement 2

Statement of Operations
Year Ended June 30, 2019

	2019 Budget (Note 14) \$	2019 Actual \$	2018 Actual \$
Revenues			
Provincial Grants			
Ministry of Education	142,860,253	142,993,558	138,111,951
Other	190,000	234,490	283,925
Municipal Grants Spent on Sites			1,697,626
Tuition	1,337,500	1,430,146	1,453,591
Other Revenue	6,443,439	6,743,670	6,465,401
Rentals and Leases	350,000	430,214	350,919
Investment Income	528,000	508,026	471,361
Amortization of Deferred Capital Revenue	6,853,885	6,912,028	6,769,361
Total Revenue	<u>158,563,077</u>	<u>159,252,132</u>	<u>155,604,135</u>
Expenses			
Instruction	124,832,366	124,921,202	120,547,036
District Administration	4,599,109	4,598,648	3,837,990
Operations and Maintenance	23,963,566	23,834,813	22,855,146
Transportation and Housing	3,951,514	3,761,307	3,683,539
Total Expense	<u>157,346,555</u>	<u>157,115,970</u>	<u>150,923,711</u>
Surplus (Deficit) for the year	<u>1,216,522</u>	<u>2,136,162</u>	4,680,424
Accumulated Surplus (Deficit) from Operations, beginning of year		67,998,941	63,318,517
Accumulated Surplus (Deficit) from Operations, end of year		<u><u>70,135,103</u></u>	<u>67,998,941</u>

School District No. 33 (Chilliwack)

Statement 4

Statement of Changes in Net Financial Assets (Debt)

Year Ended June 30, 2019

	2019 Budget (Note 14)	2019 Actual	2018 Actual
	\$	\$	\$
Surplus (Deficit) for the year	1,216,522	2,136,162	4,680,424
Effect of change in Tangible Capital Assets			
Acquisition of Tangible Capital Assets	(8,745,546)	(14,992,651)	(15,483,295)
Amortization of Tangible Capital Assets	8,062,695	8,011,679	7,834,782
Total Effect of change in Tangible Capital Assets	(682,851)	(6,980,972)	(7,648,513)
Acquisition of Prepaid Expenses		(647,240)	(470,210)
Use of Prepaid Expenses		470,210	982,417
Total Effect of change in Other Non-Financial Assets	-	(177,030)	512,207
(Increase) Decrease in Net Financial Assets (Debt), before Net Remeasurement Gains (Losses)	<u>533,671</u>	(5,021,840)	(2,455,882)
Net Remeasurement Gains (Losses)			
(Increase) Decrease in Net Financial Assets (Debt)		(5,021,840)	(2,455,882)
Net Financial Assets (Debt), beginning of year		(150,547,323)	(148,091,441)
Net Financial Assets (Debt), end of year		(155,569,163)	(150,547,323)

School District No. 33 (Chilliwack)

Statement 5

Statement of Cash Flows
Year Ended June 30, 2019

	2019 Actual	2018 Actual
	\$	\$
Operating Transactions		
Surplus (Deficit) for the year	2,136,162	4,680,424
Changes in Non-Cash Working Capital		
Decrease (Increase)		
Accounts Receivable	1,227,330	(934,748)
Prepaid Expenses	(177,030)	512,207
Increase (Decrease)		
Accounts Payable and Accrued Liabilities	113,106	287,035
Unearned Revenue	66,280	(74,110)
Deferred Revenue	(666,279)	(474,534)
Employee Future Benefits	106,606	65,324
Other Liabilities	28,442	137
Amortization of Tangible Capital Assets	8,011,679	7,834,782
Amortization of Deferred Capital Revenue	(6,912,028)	(6,769,361)
Recognition of Deferred Capital Revenue Spent on Sites	(4,944,048)	(3,843,601)
Bylaw Capital Spent on Non Capital Items	(1,389,245)	(2,224,329)
Total Operating Transactions	(2,399,025)	(940,774)
Capital Transactions		
Tangible Capital Assets Purchased	(12,997,184)	(10,953,179)
Tangible Capital Assets -WIP Purchased	(1,995,467)	(4,530,116)
Total Capital Transactions	(14,992,651)	(15,483,295)
Financing Transactions		
Capital Revenue Received	15,249,407	12,585,560
Total Financing Transactions	15,249,407	12,585,560
Net Increase (Decrease) in Cash and Cash Equivalents	(2,142,269)	(3,838,509)
Cash and Cash Equivalents, beginning of year	30,196,176	34,034,685
Cash and Cash Equivalents, end of year	28,053,907	30,196,176
Cash and Cash Equivalents, end of year, is made up of:		
Cash	28,053,907	30,196,176
	28,053,907	30,196,176

SCHOOL DISTRICT NO. 33 (CHILLIWACK)
NOTES TO FINANCIAL STATEMENTS
YEAR ENDED JUNE 30, 2019

NOTE 1 AUTHORITY AND PURPOSE

The School District operates under authority of the *School Act* of British Columbia as a corporation under the name of "The Board of Education of School District No. 33 (Chilliwack)", and operates as "School District No. 33 (Chilliwack)." A board of education ("Board") elected for a four-year term governs the School District. The School District provides educational programs to students enrolled in schools in the district, and is principally funded by the Province of British Columbia through the Ministry of Education. School District No. 33 (Chilliwack) is exempt from federal and provincial corporate income taxes.

NOTE 2 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The financial statements of the School District are prepared by management in accordance with the basis of accounting described below. Significant accounting policies of the School District are as follows:

a) Basis of accounting

The financial statements have been prepared in accordance with Section 23.1 of the *Budget Transparency and Accountability Act of the Province of British Columbia* supplemented by Regulations 257/2010 and 198/2011 issued by the Province of British Columbia Treasury Board.

The *Budget Transparency and Accountability Act* requires that the financial statements be prepared in accordance with the set of standards and guidelines that comprise generally accepted accounting principles for senior governments in Canada, or if the Treasury Board makes a regulation, the set of standards and guidelines that comprise generally accepted accounting principles for senior governments in Canada as modified by the alternate standard or guideline or part thereof adopted in the regulation.

Regulation 257/2010 requires all tax-payer supported organizations in the Schools, Universities, Colleges and Hospitals sectors to adopt Canadian public sector accounting standards without any PS4200 elections effective their first fiscal year commencing after January 1, 2012.

Regulation 198/2011 requires that restricted contributions received or receivable for acquiring or developing a depreciable tangible capital asset or contributions in the form of a depreciable tangible capital asset are to be deferred and recognized in revenue at the same rate that amortization of the related tangible capital asset is recorded.

SCHOOL DISTRICT NO. 33 (CHILLIWACK)
NOTES TO FINANCIAL STATEMENTS
YEAR ENDED JUNE 30, 2019

NOTE 2 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

For British Columbia tax-payer supported organizations, these contributions include government transfers and externally restricted contributions.

The accounting policy requirements under Regulation 198/2011 are significantly different from the requirements of Canadian public sector accounting standards which requires that:

- government transfers, which do not contain a stipulation that creates a liability, be recognized as revenue by the recipient when approved by the transferor and the eligibility criteria have been met in accordance with public sector accounting standard PS3410; and
- externally restricted contributions be recognized as revenue in the period in which the resources are used for the purpose or purposes specified in accordance with public sector accounting standard PS3100.

As a result, revenue recognized in the statement of operations and certain related deferred capital contributions would be recorded differently under Canadian Public Sector Accounting Standards.

b) Cash and Cash Equivalents

Cash and cash equivalents include deposits in the Provincial Ministry of Finance Central Deposit Program that are readily convertible to known amounts of cash and that are subject to insignificant risk of change in value. These cash equivalents are held for the purpose of meeting short-term cash commitments rather than for investing.

c) Accounts Receivable

Accounts receivable are measured at amortized cost and shown net of allowance for doubtful accounts.

d) Unearned Revenue

Unearned revenue includes tuition fees received for courses to be delivered in future periods and receipt of proceeds for services or products to be delivered in a future period. Revenue will be recognized in that future period when the courses, services, or products are provided.

e) Deferred Revenue and Deferred Capital Revenue

Deferred revenue includes contributions received with stipulations that meet the description of restricted contributions in the Restricted Contributions Regulation 198/2011 issued by Treasury Board. When restrictions are met, deferred revenue is recognized as revenue in the fiscal year in a manner consistent with the circumstances and evidence used to support the initial recognition of the contributions received as a liability as detailed in Note 2 (k).

SCHOOL DISTRICT NO. 33 (CHILLIWACK)
NOTES TO FINANCIAL STATEMENTS
YEAR ENDED JUNE 30, 2019

NOTE 2 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

Funding received for the acquisition of depreciable tangible capital assets is recorded as deferred capital revenue and amortized over the life of the asset acquired as revenue in the statement of operations. This accounting treatment is not consistent with the requirements of Canadian public sector accounting standards which require that government transfers be recognized as revenue when approved by the transferor and eligibility criteria have been met unless the transfer contains a stipulation that creates a liability in which case the transfer is recognized as revenue over the period that the liability is extinguished. See Note 2 (a) for the impact of this policy on these financial statements.

f) Contaminated Sites

A liability for contaminated sites is recognized when a site is not in productive use and the following criteria are met:

- (i) An environmental standard exists;
- (ii) Contamination exceeds the environmental standard;
- (iii) The School District is directly responsible or accepts responsibility;
- (iv) It is expected that future economic benefits will be given up; and
- (v) A reasonable estimate of the amount can be made.

The liability is recognized as management's estimate of the cost of post-remediation including operation, maintenance and monitoring that are an integral part of the remediation strategy for a contaminated site.

g) Employee Future Benefits

i) Post-Employment Benefits

The School District provides certain post-employment benefits including vested and non-vested benefits for certain employees pursuant to certain contracts and union agreements. The School District accrues its obligations and related costs including both vested and non-vested benefits under employee future benefit plans. Benefits include vested sick leave, accumulating non-vested sick leave, early retirement, retirement/severance, vacation, overtime and death benefits. The benefits cost is actuarially determined using the projected unit credit method pro-rated on service and using management's best estimate of expected salary escalation, termination rates, retirement rates and mortality. The discount rate used to measure obligations is based on the cost of borrowing. The cumulative unrecognized actuarial gains and losses are amortized over the expected average remaining service lifetime (EARSLS) of active employees covered under the plan.

SCHOOL DISTRICT NO. 33 (CHILLIWACK)
NOTES TO FINANCIAL STATEMENTS
YEAR ENDED JUNE 30, 2019

NOTE 2 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

The most recent valuation of the obligation was performed at March 31, 2019 and projected to March 31, 2022. The next valuation will be performed at March 31, 2022 for use at June 30, 2022. For the purposes of determining the financial position of the plans and the employee future benefit costs, a measurement date of March 31 was adopted for all periods subsequent to July 1, 2004.

ii) Pension Plans

The School District and its employees make contributions to the Teachers' Pension Plan and Municipal Pension Plan. The plans are multi-employer plans where assets and obligations are not separated. The costs are expensed as incurred.

h) Tangible Capital Assets

The following criteria apply:

- Tangible capital assets acquired or constructed are recorded at cost which includes amounts that are directly related to the acquisition, design, construction, development, improvement or betterment of the assets. Cost also includes overhead directly attributable to construction as well as interest costs that are directly attributable to the acquisition or construction of the asset.
- Donated tangible capital assets are recorded at their fair market value on the date of donation, except in circumstances where fair value cannot be reasonably determined, which are then recognized at nominal value. Transfers of capital assets from related parties are recorded at carrying value.
- Work-in-progress is recorded as an acquisition to the applicable asset class at substantial completion.
- Tangible capital assets are written down to residual value when conditions indicate they no longer contribute to the ability of the School District to provide services or when the value of future economic benefits associated with the sites and buildings are less than their net book value. The write-downs are accounted for as expenses in the Statement of Operations.
- Buildings that are demolished or destroyed are written-off.
- Works of art, historic assets and other intangible assets are not recorded as assets in these financial statements.
- The cost, less residual value, of tangible capital assets (excluding sites), is amortized on a straight-line basis over the estimated useful life of the asset. It is management's responsibility to determine the appropriate useful lives for tangible capital assets. These useful lives are reviewed on a regular basis or if significant events initiate the need to revise. Estimated useful life is as follows:

SCHOOL DISTRICT NO. 33 (CHILLIWACK)
NOTES TO FINANCIAL STATEMENTS
YEAR ENDED JUNE 30, 2019

NOTE 2 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

Buildings	40 years
Furniture & Equipment	10 years
Vehicles	10 years
Computer Software	5 years
Computer Hardware	5 years

i) Prepaid Expenses

Prepaid expenses consist of unexpired insurance premiums and other prepaid amounts which will be amortized over the term of the policies, or in the period the actual expense relates to, respectively.

Materials and supplies held for use within the School District are included as a prepaid expense and stated at acquisition cost and are charged to expense over the periods expected to benefit from it.

j) Funds and Reserves

Certain amounts, as approved by the Board are set aside in accumulated surplus for future operating and capital purposes. Transfers to and from funds and reserves are an adjustment to the respective fund when approved (see Note 12 – Interfund Transfers and Note 18 – Accumulated Surplus).

k) Revenue Recognition

Revenues are recognized in the period in which the transactions or events occurred that gave rise to the revenues. All revenues are recorded on an accrual basis, except when the accruals cannot be determined with a reasonable degree of certainty or when their estimation is impracticable.

Contributions received or where eligibility criteria have been met are recognized as revenue except where the contribution meets the criteria for deferral as described below. Eligibility criteria are the criteria that the School District has to meet in order to receive the contributions including authorization by the transferring government.

For contributions subject to a legislative or contractual stipulation or restriction as to their use, revenue is recognized as follows:

- Non-capital contributions for specific purposes are recorded as deferred revenue and recognized as revenue in the year related expenses are incurred,
- Contributions restricted for site acquisitions are recorded as revenue when the sites are purchased, and
- Contributions restricted for tangible capital assets acquisitions other than sites are recorded as deferred capital revenue and amortized over the useful life of the related assets.

SCHOOL DISTRICT NO. 33 (CHILLIWACK)
NOTES TO FINANCIAL STATEMENTS
YEAR ENDED JUNE 30, 2019

NOTE 2 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

Donated tangible capital assets other than sites are recorded at fair market value and amortized over the useful life of the assets. Donated sites are recorded as revenue at fair market value when received or receivable.

The accounting treatment for restricted contributions is not consistent with the requirements of Canadian public sector accounting standards which require that government transfers be recognized as revenue when approved by the transferor and eligibility criteria have been met unless the transfer contains a stipulation that meets the criteria for liability recognition in which case the transfer is recognized as revenue over the period that the liability is extinguished. See Note 2 (a) for the impact of this policy on these financial statements.

Revenue related to fees or services received in advance of the fee being earned or the service is performed is deferred and recognized when the fee is earned or service performed.

Investment income is reported in the period earned. When required by the funding party or related Act, investment income earned on deferred revenue is added to the deferred revenue balance.

1) Expenses

Expenses are reported on an accrual basis. The cost of all goods consumed and services received during the year is expensed.

Allocation of Costs

- Operating expenses are reported by function, program, and object. Whenever possible, expenses are determined by actual identification. Additional costs pertaining to specific instructional programs, such as special and aboriginal education, are allocated to these programs. All other costs are allocated to related programs.
- Actual salaries of personnel assigned to two or more functions or programs are allocated based on the time spent in each function and program. School-based clerical salaries are allocated to school administration and partially to other programs to which they may be assigned. Principals and Vice-Principals salaries are allocated to school administration and may be partially allocated to other programs to recognize their other responsibilities.
- Employee benefits and allowances are allocated to the same programs, and in the same proportions, as the individual's salary.
- Supplies and services are allocated based on actual program identification.

SCHOOL DISTRICT NO. 33 (CHILLIWACK)
NOTES TO FINANCIAL STATEMENTS
YEAR ENDED JUNE 30, 2019

NOTE 2 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

m) Endowment Contributions

Endowment contributions are reported as revenue on the Statement of Operations when received. Investment income earned on endowment principal is recorded as deferred revenue if it meets the definition of a liability and is recognized as revenue in the year related expenses (disbursements) are incurred. If the investment income earned does not meet the definition of a liability, it is recognized as revenue in the year it is earned. Endowment assets are reported as restricted non-financial assets on the Statement of Financial Position.

n) Financial Instruments

A contract establishing a financial instrument creates, at its inception, rights and obligations to receive or deliver economic benefits. The financial assets and financial liabilities portray these rights and obligations in the financial statements. The School District recognizes a financial instrument when it becomes a party to a financial instrument contract.

Financial instruments consist of cash and cash equivalents, accounts receivable, accounts payable and accrued liabilities and other liabilities.

Except for portfolio investments in equity instruments quoted in an active market that are recorded at fair value, all financial assets and liabilities are recorded at cost or amortized cost and the associated transaction costs are added to the carrying value of these investments upon initial recognition. Transaction costs are incremental costs directly attributable to the acquisition or issue of a financial asset or a financial liability.

Unrealized gains and losses from changes in the fair value of financial instruments are recognized in the statement of remeasurement gains and losses. Upon settlement, the cumulative gain or loss is reclassified from the statement of remeasurement gains and losses and recognized in the statement of operations. Interest and dividends attributable to financial instruments are reported in the statement of operations.

All financial assets except derivatives are tested annually for impairment. When financial assets are impaired, impairment losses are recorded in the statement of operations. A write-down of a portfolio investment to reflect a loss in value is not reversed for a subsequent increase in value.

For financial instruments measured using amortized cost, the effective interest rate method is used to determine interest revenue or expense.

o) Measurement Uncertainty

Preparation of financial statements in accordance with the basis of accounting described in Note 2 (a) requires management to make estimates and assumptions that impact reported amounts of assets and liabilities at the date of the financial statements and revenues and expenses during the reporting periods. Significant areas requiring the use of management estimates relate to the potential impairment of assets, liabilities for contaminated sites, rates for amortization and estimated employee future benefits. Actual results could differ from those estimates.

SCHOOL DISTRICT NO. 33 (CHILLIWACK)
NOTES TO FINANCIAL STATEMENTS
YEAR ENDED JUNE 30, 2019

NOTE 3 ACCOUNTS RECEIVABLE – OTHER RECEIVABLES

	<u>June 30, 2019</u>	<u>June 30, 2018</u>
Trade receivables	\$ 109,972	\$ 97,987
GST receivable	76,241	127,493
Rent receivable	3,181	11,233
Chilliwack Teachers Assoc.		19,818
CUPE 411		47,843
Simon Fraser University		11,120
Other	2,792	65,492
	<u>\$ 192,186</u>	<u>\$ 380,986</u>

NOTE 4 ACCOUNTS PAYABLE AND ACCRUED LIABILITIES – OTHER

	<u>June 30, 2019</u>	<u>June 30, 2018</u>
Trade payables	\$ 959,537	\$ 1,850,496
Salaries and benefits payable	11,958,558	10,845,223
Accrued vacation pay	554,095	529,810
Other	652,822	786,377
	<u>\$ 14,125,012</u>	<u>\$ 14,011,906</u>

SCHOOL DISTRICT NO. 33 (CHILLIWACK)
NOTES TO FINANCIAL STATEMENTS
YEAR ENDED JUNE 30, 2019

NOTE 5 UNEARNED REVENUE

	<u>June 30, 2019</u>	<u>June 30, 2018</u>
Balance, beginning of year	\$ 1,197,602	\$ 1,271,712
Increase:		
Tuition fees	1,496,426	1,379,481
Decrease:		
Tuition fees	<u>1,430,146</u>	<u>1,453,591</u>
Balance, end of year	<u>\$ 1,263,882</u>	<u>\$ 1,197,602</u>

NOTE 6 DEFERRED REVENUE

Deferred revenue includes unspent grants and contributions received that meet the description of a restricted contribution in the Restricted Contributions Regulation 198/2011 issued by Treasury Board, i.e., the stipulations associated with those grants and contributions have not yet been fulfilled.

	<u>June 30, 2019</u>	<u>June 30, 2018</u>
Balance, beginning of year	\$ 2,039,384	\$ 2,513,918
Increase: Contributions received		
Provincial Grants – Ministry of Education	8,651,986	9,352,938
Provincial Grants - Other	15,598	13,600
Other	3,594,719	3,527,334
Investment income	<u>33,380</u>	<u>29,202</u>
	<u>12,295,683</u>	<u>12,923,074</u>
Decrease:		
Expenses	<u>12,961,962</u>	<u>13,397,608</u>
	<u>12,961,962</u>	<u>13,397,608</u>
Net changes for the year	<u>(666,279)</u>	<u>(474,534)</u>
Balance, end of year	<u>\$ 1,373,105</u>	<u>\$ 2,039,384</u>

SCHOOL DISTRICT NO. 33 (CHILLIWACK)
NOTES TO FINANCIAL STATEMENTS
YEAR ENDED JUNE 30, 2019

NOTE 7 DEFERRED CAPITAL REVENUE

Deferred capital revenue includes grants and contributions received that are restricted by the contributor for the acquisition of tangible capital assets that meet the description of a restricted contribution in the Restricted Contributions Regulation 198/2011 issued by Treasury Board. Once spent, the contributions are amortized into revenue over the life of the asset acquired.

	Deferred Capital 2019	Unspent Capital 2019	Total Deferred Capital Revenue 2019	Total Deferred Capital Revenue 2018
Balance, beginning of year	\$157,525,003	\$3,143,736	\$160,668,739	\$160,920,470
Increase:				
Transfer from Unspent – Capital Additions	6,553,093		6,553,093	4,723,144
Transfer from Unspent – Work in Progress	1,995,467		1,995,467	3,464,024
Transfer from Deferred Capital Revenue – Work in Progress	4,307,251		4,307,251	-
Provincial Grants – Ministry of Education		14,481,125	14,481,125	11,926,349
Other Income		768,282	768,282	659,211
	12,855,811	15,249,407	28,105,218	20,772,728
Decrease:				
Amortization of Deferred Capital	6,912,028		6,912,028	6,769,361
Capital Additions–transfer to Deferred Capital		6,553,093	6,553,093	4,723,144
Work in Progress–transfer to Deferred Capital	4,307,251	1,995,467	6,302,718	3,464,024
Site Purchases - transfer to Revenue		4,944,048	4,944,048	3,843,601
Facility Improvements Not Capitalized		1,389,245	1,389,245	2,224,329
	11,219,279	14,881,853	26,101,132	21,024,459
Net changes for the year	1,636,532	367,554	2,004,086	(251,731)
Balance, end of year	\$159,161,535	\$3,511,290	\$162,672,825	\$160,668,739

NOTE 8 EMPLOYEE FUTURE BENEFITS

Benefits include vested sick leave, accumulating non-vested sick leave, early retirement, retirement/severance, vacation, overtime and death benefits. Funding is provided when the benefits are paid and accordingly, there are no plan assets. Although no plan assets are uniquely identified, the School District has provided for the payment of these benefits.

SCHOOL DISTRICT NO. 33 (CHILLIWACK)
NOTES TO FINANCIAL STATEMENTS
YEAR ENDED JUNE 30, 2019

NOTE 8 EMPLOYEE FUTURE BENEFITS (Continued)

	June 30, 2019	June 30, 2018
Reconciliation of Accrued Benefit Obligation		
Accrued Benefit Obligation – April 1	\$ 4,022,028	\$ 3,854,092
Service Cost	356,501	317,744
Interest Cost	115,905	110,730
Benefit Payments	(455,278)	(433,337)
Actuarial (Gain) Loss	278,618	172,799
Accrued Benefit Obligation – March 31	\$4,317,774	\$4,022,028
Reconciliation of Funded Status at End of Fiscal Year		
Accrued Benefit Obligation - March 31	\$ 4,317,774	\$ 4,022,028
Market Value of Plan Assets - March 31	-	-
Funded Status - Surplus (Deficit)	(4,317,774)	(4,022,028)
Employer Contributions After Measurement Date	180,555	199,401
Benefits Expense After Measurement Date	(125,734)	(118,101)
Unamortized Net Actuarial (Gain) Loss	637,451	421,832
Accrued Benefit Asset (Liability) - June 30	\$ (3,625,502)	\$ (3,518,896)
Reconciliation of Change in Accrued Benefit Liability		
Accrued Benefit Liability - July 1	\$ 3,518,896	\$ 3,453,572
Net Expense for Fiscal Year	543,038	488,632
Employer Contributions	(436,432)	(423,308)
Accrued Benefit Liability - June 30	\$ 3,625,502	\$ 3,518,896
Components of Net Benefit Expense		
Service Cost	\$ 364,860	\$ 327,433
Interest Cost	115,179	112,024
Amortization of Net Actuarial (Gain)/Loss	62,999	49,175
Net Benefit Expense	\$ 543,038	\$ 488,632
Discount Rate - April 1	2.75%	2.75%
Discount Rate - March 31	2.50%	2.75%
Long Term Salary Growth - April 1	2.50% + seniority	2.50% + seniority
Long Term Salary Growth - March 31	2.50% + seniority	2.50% + seniority
EARSL - March 31	12.6	12.5

SCHOOL DISTRICT NO. 33 (CHILLIWACK)
NOTES TO FINANCIAL STATEMENTS
YEAR ENDED JUNE 30, 2019

NOTE 9 TANGIBLE CAPITAL ASSETS

Net Book Value

	Net Book Value June 30, 2019	Net Book Value June 30, 2018
Sites	\$ 47,352,559	\$ 42,408,511
Buildings	170,164,375	164,273,629
Buildings - work in progress	1,278,040	4,764,024
Furniture & Equipment	3,553,885	4,127,751
Vehicles	2,329,352	2,065,806
Computer Software	174,048	148,079
Computer Hardware	131,506	214,993
Total	\$ 224,983,765	\$ 218,002,793

SCHOOL DISTRICT NO. 33 (CHILLIWACK)
NOTES TO FINANCIAL STATEMENTS
YEAR ENDED JUNE 30, 2019

NOTE 9 TANGIBLE CAPITAL ASSETS (Continued)

June 30, 2019

Cost:	Balance at July 1, 2018	Additions	Disposals	Transfers (WIP)	Balance at June 30, 2019
Sites	\$ 42,408,511	\$ 4,944,048		\$ -	\$ 47,352,559
Buildings	269,513,626	6,972,931		5,481,451	281,968,008
Buildings - work in progress	4,764,024	1,995,467		(5,481,451)	1,278,040
Furniture & Equipment	8,578,629	276,282	(430,583)	-	8,424,328
Vehicles	4,406,053	707,634	(637,990)	-	4,475,697
Computer Software	385,114	96,289	(163,321)	-	318,082
Computer Hardware	445,034	-	(55,194)	-	389,840
Total	\$ 330,500,991	\$ 14,992,651	\$ (1,287,088)	\$ -	\$ 344,206,554

Accumulated Amortization:	Balance at July 1, 2018	Additions	Disposals	Balance at June 30, 2019
Sites	\$ -			\$ -
Buildings	105,239,997	6,563,636		111,803,633
Furniture & Equipment	4,450,878	850,148	(430,583)	4,870,443
Vehicles	2,340,247	444,088	(637,990)	2,146,345
Computer Software	237,035	70,320	(163,321)	144,034
Computer Hardware	230,041	83,487	(55,194)	258,334
Total	\$ 112,498,198	\$ 8,011,679	\$ (1,287,088)	\$ 119,222,789

June 30, 2018

Cost:	Balance at July 1, 2017	Additions	Disposals	Transfers (WIP)	Balance at June 30, 2018
Sites	\$ 36,995,654	\$ 5,412,857			\$ 42,408,511
Buildings	265,968,342	3,545,284			269,513,626
Buildings - work in progress	233,908	4,530,116			4,764,024
Furniture & Equipment	8,656,178	837,941	(915,490)		8,578,629
Vehicles	4,526,745	1,005,860	(1,126,552)		4,406,053
Computer Software	369,226	15,888			385,114
Computer Hardware	309,685	135,349			445,034
Total	\$ 317,059,738	\$ 15,483,295	\$ (2,042,042)	\$ -	\$ 330,500,991

Accumulated Amortization:	Balance at July 1, 2017	Additions	Disposals	Balance at June 30, 2018
Sites	\$ -			\$ -
Buildings	98,864,501	6,375,496		105,239,997
Furniture & Equipment	4,504,628	861,740	(915,490)	4,450,878
Vehicles	3,020,159	446,640	(1,126,552)	2,340,247
Computer Software	161,601	75,434		237,035
Computer Hardware	154,569	75,472		230,041
Total	\$ 106,705,458	\$ 7,834,782	\$ (2,042,042)	\$ 112,498,198

SCHOOL DISTRICT NO. 33 (CHILLIWACK)
NOTES TO FINANCIAL STATEMENTS
YEAR ENDED JUNE 30, 2019

NOTE 10 EMPLOYEE PENSION PLANS

The School District and its employees contribute to the Teachers' Pension Plan and Municipal Pension Plan (jointly trustee pension plans). The boards of trustees for these plans, representing plan members and employers, are responsible for administering the pension plans, including investing assets and administering benefits. The plans are multi-employer defined benefit pension plans. Basic pension benefits are based on a formula. As at December 31, 2017, the Teachers' Pension Plan has about 46,000 active members and approximately 38,000 retired members. As of December 31, 2017, the Municipal Pension Plan has about 197,000 active members, including approximately 24,000 from school districts.

Every three years, an actuarial valuation is performed to assess the financial position of the plans and adequacy of plan funding. The actuary determines an appropriate combined employer and member contribution rate to fund the plans. The actuary's calculated contribution rate is based on the entry-age normal cost method, which produces the long-term rate of member and employer contributions sufficient to provide benefits for average future entrants to the plans. This rate is then adjusted to the extent there is amortization of any funding deficit.

The most recent actuarial valuation of the Teachers' Pension Plan as at December 31, 2017, indicated a \$1,656 million surplus for basic pension benefits on a going concern basis. As a result of the 2017 basic account actuarial valuation surplus, plan enhancements and contribution rate adjustments were made; the remaining \$644 million surplus was transferred to the rate stabilization account.

The most recent actuarial valuation for the Municipal Pension Plan as at December 31, 2015, indicated a \$2,224 million funding surplus for basic pension benefits on a going concern basis. As a result of the 2015 basic account actuarial valuation surplus and pursuant to the joint trustee agreement, \$1,927 million was transferred to the rate stabilization account and \$297 million of the surplus ensured the required contribution rate remained unchanged.

The School District paid \$11,198,273 for employer contributions to the plans for the year ended June 30, 2019 (2018: \$11,631,433).

The next valuation for the Teachers' Pension Plan will be as at December 31, 2020, with results available in 2021. The next valuation for the Municipal Pension Plan will be as at December 31, 2018, with results available in 2019.

Employers participating in the plans record their pension expense as the amount of employer contributions made during the fiscal year (defined contribution pension plan accounting). This is because the plans record accrued liabilities and accrued assets for each plan in aggregate, resulting in no consistent and reliable basis for allocating the obligation, assets and cost to individual employers participating in the plans.

**SCHOOL DISTRICT NO. 33 (CHILLIWACK)
NOTES TO FINANCIAL STATEMENTS
YEAR ENDED JUNE 30, 2019**

NOTE 11 RESTRICTED ASSETS - ENDOWMENT FUNDS

Donors have placed restrictions on their contributions to the endowment funds of the School District. One restriction is that the original contribution should not be spent.

Name of Endowment	Balance July 1, 2018	Contributions	Balance July 1, 2019
Brunt	\$ 30,000	\$ -	\$ 30,000
Nelson	10,000	-	10,000
Newberry	13,000	-	13,000
Ford Mountain	20,261	-	20,261
Total	\$ 73,261	\$ -	\$ 73,261

NOTE 12 INTERFUND TRANSFERS

Interfund transfers between the operating, special purpose and capital funds for the year ended June 30, 2019, were as follows:

- A transfer in the amount of \$1,500,043 (2018 - \$817,719) was made from the operating fund to the capital fund for capital equipment purchases.
- A transfer in the amount of \$1,000,000 (2018 - nil) was made from the operating fund to the capital fund for the District share of a new school.
- A transfer in the amount of nil (2018 - \$1,569,256) was made from the operating fund to the capital fund for property purchases.

NOTE 13 RELATED PARTY TRANSACTIONS

The School District is related through common ownership to all Province of British Columbia ministries, agencies, school districts, health authorities, colleges, universities, and crown corporations. Transactions with these entities, unless disclosed separately, are considered to be in the normal course of operations and are recorded at the exchange amount.

NOTE 14 BUDGET FIGURES

Budget figures included in the financial statements were approved by the Board through the adoption of an amended annual budget on February 26, 2019. The Board adopted a preliminary annual budget on May 29, 2018. The amended budget is used for comparison purposes, as these are based on actual student enrollments. The difference between the two budgets is as follows:

SCHOOL DISTRICT NO. 33 (CHILLIWACK)
NOTES TO FINANCIAL STATEMENTS
YEAR ENDED JUNE 30, 2019

NOTE 14 BUDGET FIGURES (Continued)

	2019 Amended	2019 Preliminary	Difference
Revenues			
Provincial Grants			
Ministry of Education	\$142,860,253	\$135,547,890	\$ 7,312,363
Other	190,000	196,295	(6,295)
Tuition	1,337,500	1,411,000	(73,500)
Other Revenue	6,443,439	5,331,411	1,112,028
Rentals and Leases	350,000	350,000	-
Investment Income	528,000	370,740	157,260
Amortization of Deferred Capital Revenue	6,853,885	6,847,544	6,341
Total Revenue	<u>158,563,077</u>	<u>150,054,880</u>	<u>8,508,197</u>
Expenses			
Instruction	124,832,366	120,902,923	3,929,443
District Administration	4,599,109	4,436,685	162,424
Operations and Maintenance	23,963,566	22,966,742	996,824
Transportation and Housing	3,951,514	3,752,775	198,739
Total Expenses	<u>157,346,555</u>	<u>152,059,125</u>	<u>5,287,430</u>
Surplus (Deficit) for the year	<u>1,216,522</u>	<u>(2,004,245)</u>	<u>3,220,767</u>
Effect of change in Tangible Capital Assets			
Acquisition of Tangible Capital Assets			
From Local Capital	(1,481,500)	(1,262,500)	(219,000)
From Deferred Capital Revenue	(7,264,046)	(2,699,197)	(4,564,849)
Total Acquisition of Tangible Capital Assets	<u>(8,745,546)</u>	<u>(3,961,697)</u>	<u>(4,783,849)</u>
Amortization of Tangible Capital Assets	8,062,695	7,965,608	97,087
Total Effect of change in Tangible Capital Assets	<u>(682,851)</u>	<u>4,003,911</u>	<u>(4,686,762)</u>
(Increase) Decrease in Net Financial Assets	<u>\$ 533,671</u>	<u>\$ 1,999,666</u>	<u>\$ (1,465,995)</u>

SCHOOL DISTRICT NO. 33 (CHILLIWACK)
NOTES TO FINANCIAL STATEMENTS
YEAR ENDED JUNE 30, 2019

NOTE 15 CONTRACTUAL OBLIGATIONS

The School District has a total of \$1,998,309 of contractual obligations at year end related to the construction or renovation of tangible capital assets. These contractual obligations will become liabilities in the future when the terms of the contracts are met and relate to the unperformed portion of the contracts.

Contractual Commitments:

Sardis Secondary - Woodshop Dust Extraction Replacement	CCDC	\$ 395,498
Maintenance Building - Roofing Upgrade	Contract	195,792
McCammon Elementary (Area 3) - Roofing Replacement	Contract	184,066
Rosedale - Storm Water Containment Replacement	Contract	150,453
Cheam Elementary - Reno washrooms,HWT,Navien	Contract	113,000
Bernard Elementary - Exterior Painting	Contract	110,000
McCammon Elementary - Roofing Replacement	Contract	106,112
Mount Slesse Middle - Repair Concrete Entrance	Contract	80,000
Chilliwack Middle - DDC Upgrade	Contract	76,012
Strathcona Elementary - Flooring Replacement	Contract	75,221
Cultus Lake Elementary - Exterior Painting	Contract	74,115
Little Mountain Elementary - Install Roll Shutters	Contract	56,304
Mount Slesse Middle - Lighting Upgrade	PO	51,978
All Sites - DCU Replacement - DDC Upgrade	Contract	45,000
Cultus Lake Elementary - Generator & Transfer Install	PO	43,300
Sardis Secondary - Acoustic Treatment	PO	36,705
Maintenance & Transportation - New Flooring	Contract	33,041
Sardis Elementary - Building Envelope Upgrade	Contract	30,800
Transportation - Demolition Garage	PO	29,418
GW Graham - Gym Floor Repair	PO	27,300
Bernard, Cultus Lake, F.G. Leary, Robertson, Sardis E., Strathcona, Watson, MSMS, Chance, - Roof Inspections	Contract	25,000
Vedder Middle - Locker Retrofit (787)	Contract	20,212
Mount Slesse Middle - Locker Retrofit (100)	Contract	15,863
GW Graham - Mechanical Insulation & Labeling	PO	12,147
Mount Slesse Middle - Generator Tank Replacement	Contract	7,947
Watson Elementary - DDC Upgrade	Contract	3,025
Total Construction Commitments		\$ 1,998,309

SCHOOL DISTRICT NO. 33 (CHILLIWACK)
NOTES TO FINANCIAL STATEMENTS
YEAR ENDED JUNE 30, 2019

NOTE 16 CONTINGENT LIABILITIES

Each year the School District is involved with a number of legal actions and arbitrations. Although the outcomes of these matters are not determinable at this time, management believes they will not have a material adverse effect on the School District's financial position or results of the operation.

NOTE 17 EXPENSE BY OBJECT

	<u>June 30, 2019</u>	<u>June 30, 2018</u>
Salaries and benefits	\$ 126,735,120	\$ 119,622,019
Services and supplies	22,369,171	23,466,910
Amortization	8,011,679	7,834,782
	<u>\$ 157,115,970</u>	<u>\$ 150,923,711</u>

NOTE 18 ACCUMULATED SURPLUS

	<u>June 30, 2019</u>	<u>June 30, 2018</u>
Operating Fund Accumulated Surplus		
Internally Restricted (appropriated by Board for):		
School-based Carry Forwards	\$ 664,475	\$ 1,144,712
Aboriginal Education Targeted Funds Unexpended	68,216	160,305
Early Intervention Support	-	572,000
International Support	30,000	30,000
Total Internally Operating Restricted	<u>762,691</u>	<u>1,907,017</u>
Unrestricted Operating Surplus	2,208,342	5,272,913
Total Operating Fund Accumulated Surplus	<u>\$ 2,971,033</u>	<u>\$ 7,179,930</u>
Special Purpose Funds Surplus	<u>\$ 73,261</u>	<u>\$ 73,261</u>
Capital Fund Accumulated Surplus		
Contingency Reserve-Local Capital	1,293,334	292,715
Investment in Tangible Capital Assets	65,797,475	60,453,035
Total Capital Fund Accumulated Surplus	<u>\$ 67,090,809</u>	<u>\$ 60,745,750</u>
Total Accumulated Surplus	<u>\$ 70,135,103</u>	<u>\$ 67,998,941</u>

SCHOOL DISTRICT NO. 33 (CHILLIWACK)
NOTES TO FINANCIAL STATEMENTS
YEAR ENDED JUNE 30, 2019

NOTE 19 ECONOMIC DEPENDENCE

The operations of the School District are dependent on continued funding from the Ministry of Education and various governmental agencies to carry out its programs. These financial statements have been prepared on a going concern basis.

NOTE 20 RISK MANAGEMENT

The School District has exposure to the following risks from its use of financial instruments: credit risk, market risk and liquidity risk.

The Board ensures that the School District has identified its risks and ensures that management monitors and controls them.

a) Credit risk

Credit risk is the risk of financial loss to an institution if a customer or counterparty to a financial instrument fails to meet its contractual obligations. Such risks arise principally from certain financial assets held consisting of cash and accounts receivable.

The School District is exposed to credit risk in the event of non-performance by a borrower. This risk is mitigated as most accounts receivable are due from the Province and are collectible.

It is management's opinion that the School District is not exposed to significant credit risk associated with its cash deposits and investments as they are placed in recognized British Columbia institutions or with the Provincial Ministry of Finance Central Deposit Program.

b) Market risk

Market risk is the risk that the fair value or future cash flows of a financial instrument will fluctuate because of changes in market prices. Market risk is comprised of currency risk and interest rate risk.

Currency risk is the risk that the fair value or future cash flows of a financial instrument will fluctuate because of changes in the foreign exchange rates. It is management's opinion that the School District is not exposed to significant currency risk, as amounts held and purchases made in foreign currency are insignificant.

Interest rate risk is the risk that the fair value or future cash flows of a financial instrument will fluctuate because of changes in the market interest rates. It is management's opinion that the School District is not exposed to significant interest rate risk.

SCHOOL DISTRICT NO. 33 (CHILLIWACK)
NOTES TO FINANCIAL STATEMENTS
YEAR ENDED JUNE 30, 2019

NOTE 20 RISK MANAGEMENT (Continued)

c) Liquidity risk

Liquidity risk is the risk that the School District will not be able to meet its financial obligations as they become due.

The School District manages liquidity risk by continually monitoring actual and forecasted cash flows from operations and anticipated investing activities to ensure, as far as possible, that it will always have sufficient liquidity to meet its liabilities when due, under both normal and stressed conditions, without incurring unacceptable losses or risking damage to the School District's reputation.

d) Fair value of financial instruments:

Public Sector Accounting Standards define the fair value of a financial instrument as the amount at which the instrument could be exchanged in a current transaction between willing parties. The School District uses the following methods and assumptions to estimate the fair value of each class of financial instruments for which the carrying amounts are included in the Statement of Financial Position under the following captions:

- (i) Cash and cash equivalents, accounts receivable, investments, accounts payables and accrued liabilities – the carrying amounts approximate fair value because of the short maturity of the instruments.

The financial instruments measured at fair value held within each investment are classified according to a hierarchy which includes three levels, reflecting the reliability of the inputs involved in the fair value determination. The different levels are defined as follows:

- (i) Level 1: quoted prices (unadjusted) in active markets for identical assets or liabilities
- (ii) Level 2: inputs other than quoted prices included within Level 1 that are observable for the asset or liability, either directly (i.e. as prices) or indirectly (i.e. derived from prices)
- (iii) Level 3: Inputs for the assets or liability that are not based on observable market data (unobservable inputs).

The School District's Instruments are all considered to be level 1 financial instruments for which the fair value is determined based on quoted prices in active markets. Changes in financial instruments valuation methods or in the availability of market observable inputs may result in a transfer between levels. During the year there were no significant transfers of securities between different levels.

Risk Management and Insurance services for all School Districts in British Columbia are provided by the Risk Management Branch of the Ministry of Finance.

School District No. 33 (Chilliwack)

Schedule 1 (Unaudited)

Schedule of Changes in Accumulated Surplus (Deficit) by Fund
Year Ended June 30, 2019

	Operating Fund	Special Purpose Fund	Capital Fund	2019 Actual	2018 Actual
	\$	\$	\$	\$	\$
Accumulated Surplus (Deficit), beginning of year	7,179,930	73,261	60,745,750	67,998,941	63,318,517
Changes for the year					
Surplus (Deficit) for the year	(1,708,854)		3,845,016	2,136,162	4,680,424
Interfund Transfers					
Local Capital	(1,500,043)		1,500,043	-	
Other	(1,000,000)		1,000,000	-	
Net Changes for the year	(4,208,897)	-	6,345,059	2,136,162	4,680,424
Accumulated Surplus (Deficit), end of year - Statement 2	2,971,033	73,261	67,090,809	70,135,103	67,998,941

School District No. 33 (Chilliwack)

Schedule 2 (Unaudited)

Schedule of Operating Operations

Year Ended June 30, 2019

	2019 Budget (Note 14)	2019 Actual	2018 Actual
	\$	\$	\$
Revenues			
Provincial Grants			
Ministry of Education	127,199,950	127,871,444	124,122,438
Other	170,000	145,590	179,513
Tuition	1,337,500	1,430,146	1,453,591
Other Revenue	2,774,256	2,692,809	2,820,617
Rentals and Leases	350,000	430,214	350,919
Investment Income	500,000	474,026	440,940
Total Revenue	<u>132,331,706</u>	<u>133,044,229</u>	<u>129,368,018</u>
Expenses			
Instruction	112,629,019	112,415,770	107,605,959
District Administration	4,599,109	4,598,648	3,837,990
Operations and Maintenance	14,098,574	14,421,446	12,786,144
Transportation and Housing	3,509,672	3,317,219	3,236,899
Total Expense	<u>134,836,374</u>	<u>134,753,083</u>	<u>127,466,992</u>
Operating Surplus (Deficit) for the year	<u>(2,504,668)</u>	<u>(1,708,854)</u>	<u>1,901,026</u>
Budgeted Appropriation (Retirement) of Surplus (Deficit)	<u>4,986,168</u>		
Net Transfers (to) from other funds			
Local Capital	(1,481,500)	(1,500,043)	(2,386,435)
Other	(1,000,000)	(1,000,000)	
Total Net Transfers	<u>(2,481,500)</u>	<u>(2,500,043)</u>	<u>(2,386,435)</u>
Total Operating Surplus (Deficit), for the year	<u>-</u>	<u>(4,208,897)</u>	<u>(485,409)</u>
Operating Surplus (Deficit), beginning of year		7,179,930	7,665,339
Operating Surplus (Deficit), end of year		<u>2,971,033</u>	<u>7,179,930</u>
Operating Surplus (Deficit), end of year			
Internally Restricted		762,691	1,907,017
Unrestricted		2,208,342	5,272,913
Total Operating Surplus (Deficit), end of year		<u>2,971,033</u>	<u>7,179,930</u>

School District No. 33 (Chilliwack)

Schedule 2A (Unaudited)

Schedule of Operating Revenue by Source

Year Ended June 30, 2019

	2019 Budget (Note 14) \$	2019 Actual \$	2018 Actual \$
Provincial Grants - Ministry of Education			
Operating Grant, Ministry of Education	127,783,782	128,076,655	124,084,969
ISC/LEA Recovery	(2,292,396)	(2,237,995)	(2,292,396)
Other Ministry of Education Grants			
Pay Equity	864,624	864,624	864,624
Funding for Graduated Adults	200,000	88,491	215,893
Transportation Supplement	329,456	329,456	329,456
Economic Stability Dividend	82,000	156,669	82,162
Return of Administrative Savings			603,535
Carbon Tax Grant	108,000	110,484	108,296
Employer Health Tax Grant			-
Strategic Priorities - Mental Health Grant			-
Support Staff Benefits Grant			-
BCTEA - LEA Capacity Building Grant			-
FSA Marking	14,000	14,329	14,329
Other Grants			17,830
Benefit Funding	110,484	110,484	93,740
Health Tax Funding		320,747	
District Entered		37,500	
Total Provincial Grants - Ministry of Education	127,199,950	127,871,444	124,122,438
Provincial Grants - Other	170,000	145,590	179,513
Federal Grants			-
Tuition			
International and Out of Province Students	1,337,500	1,430,146	1,453,591
Total Tuition	1,337,500	1,430,146	1,453,591
Other Revenues			
LEA Funding from First Nations	2,292,396	2,237,995	2,292,400
Miscellaneous			
Distance Learning Course Fees	5,000	(500)	29,183
Print Shop Recoveries	40,000	48,969	77,483
Transportation Fee Revenue	120,000	132,551	126,245
Energy Program Revenue	30,000	34,255	67,797
Other Miscellaneous	286,860	219,194	149,084
Textbook Deposit Revenue		20,345	78,425
Total Other Revenue	2,774,256	2,692,809	2,820,617
Rentals and Leases	350,000	430,214	350,919
Investment Income	500,000	474,026	440,940
Total Operating Revenue	132,331,706	133,044,229	129,368,018

School District No. 33 (Chilliwack)

Schedule 2B (Unaudited)

Schedule of Operating Expense by Object

Year Ended June 30, 2019

	2019 Budget (Note 14)	2019 Actual	2018 Actual
	\$	\$	\$
Salaries			
Teachers	58,003,574	57,521,695	52,443,074
Principals and Vice Principals	7,531,441	7,607,088	7,114,280
Educational Assistants	10,229,168	10,493,462	9,108,719
Support Staff	12,332,357	12,350,632	11,562,880
Other Professionals	2,956,998	3,018,156	2,802,497
Substitutes	4,959,316	5,211,980	7,183,838
Total Salaries	96,012,854	96,203,013	90,215,288
Employee Benefits	22,011,148	22,298,281	20,644,564
Total Salaries and Benefits	118,024,002	118,501,294	110,859,852
Services and Supplies			
Services	4,680,924	4,680,752	5,258,952
Student Transportation	9,700	7,640	7,296
Professional Development and Travel	1,156,448	1,098,090	1,071,611
Rentals and Leases	24,000	22,482	24,392
Dues and Fees	377,060	311,089	219,731
Insurance	209,000	157,518	434,047
Interest	-		-
Supplies	7,798,243	7,386,836	7,227,703
Utilities	2,556,997	2,587,382	2,363,408
Total Services and Supplies	16,812,372	16,251,789	16,607,140
Total Operating Expense	134,836,374	134,753,083	127,466,992

School District No. 33 (Chilliwack)

Schedule 2C (Unaudited)

Operating Expense by Function, Program and Object

Year Ended June 30, 2019

	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	46,288,814	1,070,697	1,643	644,555		3,737,715	51,743,424
1.03 Career Programs	114,555	-		480,341	76,410	2,451	673,757
1.07 Library Services	1,388,036	38,546		97,621		40,351	1,564,554
1.08 Counselling	2,051,927	83,615				25,857	2,161,399
1.10 Special Education	5,909,963	246,344	9,389,950	69,454		610,690	16,226,401
1.30 English Language Learning	967,597	96,007				18,790	1,082,394
1.31 Aboriginal Education	416,277	-	1,094,632	2,878	76,410	51,105	1,641,302
1.41 School Administration	-	5,712,882		2,384,427	335,174	100,354	8,532,837
1.60 Summer School	98,670	45,198	7,237	2,710			153,815
1.61 Continuing Education	127,545	-					127,545
1.62 International and Out of Province Students	158,311	115,861		21,496		4,585	300,253
1.64 Other	-	-		102,356	94,918	685	197,959
Total Function 1	57,521,695	7,409,150	10,493,462	3,805,838	582,912	4,592,583	84,405,640
4 District Administration							
4.11 Educational Administration					789,442		789,442
4.40 School District Governance					143,689		143,689
4.41 Business Administration		197,938		617,771	1,027,366	7,092	1,850,167
Total Function 4	-	197,938	-	617,771	1,960,497	7,092	2,783,298
5 Operations and Maintenance							
5.41 Operations and Maintenance Administration				78,751	392,384		471,135
5.50 Maintenance Operations				5,504,691		388,953	5,893,644
5.52 Maintenance of Grounds				696,336			696,336
5.56 Utilities							-
Total Function 5	-	-	-	6,279,778	392,384	388,953	7,061,115
7 Transportation and Housing							
7.41 Transportation and Housing Administration				137,770	82,363		220,133
7.70 Student Transportation				1,509,475		223,352	1,732,827
Total Function 7	-	-	-	1,647,245	82,363	223,352	1,952,960
9 Debt Services							
9.92 Interest on Bank Loans							-
9.94 Interest on Temporary Borrowing							-
Total Function 9	-	-	-	-	-	-	-
Total Functions 1 - 9	57,521,695	7,607,088	10,493,462	12,350,632	3,018,156	5,211,980	96,203,013

School District No. 33 (Chilliwack)

Schedule 2C (Unaudited)

Operating Expense by Function, Program and Object

Year Ended June 30, 2019

	Total Salaries	Employee Benefits	Total Salaries and Benefits	Services and Supplies	2019 Actual	2019 Budget (Note 14)	2018 Actual
	\$	\$	\$	\$	\$	\$	\$
1 Instruction							
1.02 Regular Instruction	51,743,424	12,068,466	63,811,890	5,900,405	69,712,295	69,389,369	66,895,092
1.03 Career Programs	673,757	167,350	841,107	340,505	1,181,612	1,390,620	1,210,117
1.07 Library Services	1,564,554	356,062	1,920,616	128,582	2,049,198	2,176,888	1,961,077
1.08 Counselling	2,161,399	479,703	2,641,102	-	2,641,102	2,816,741	2,637,263
1.10 Special Education	16,226,401	4,006,780	20,233,181	580,523	20,813,704	21,026,204	19,632,011
1.30 English Language Learning	1,082,394	245,755	1,328,149	61,871	1,390,020	1,264,630	1,119,372
1.31 Aboriginal Education	1,641,302	384,175	2,025,477	696,507	2,721,984	2,815,952	2,579,362
1.41 School Administration	8,532,837	1,891,544	10,424,381	172,681	10,597,062	10,499,829	10,351,019
1.60 Summer School	153,815	28,405	182,220	2,222	184,442	143,242	128,245
1.61 Continuing Education	127,545	28,315	155,860	6,800	162,660	116,878	119,178
1.62 International and Out of Province Students	300,253	67,070	367,323	295,902	663,225	683,210	623,837
1.64 Other	197,959	39,516	237,475	60,991	298,466	305,456	349,386
Total Function 1	84,405,640	19,763,141	104,168,781	8,246,989	112,415,770	112,629,019	107,605,959
4 District Administration							
4.11 Educational Administration	789,442	151,278	940,720	145,960	1,086,680	1,069,084	985,989
4.40 School District Governance	143,689	4,516	148,205	289,922	438,127	404,572	262,066
4.41 Business Administration	1,850,167	382,635	2,232,802	841,039	3,073,841	3,125,453	2,589,935
Total Function 4	2,783,298	538,429	3,321,727	1,276,921	4,598,648	4,599,109	3,837,990
5 Operations and Maintenance							
5.41 Operations and Maintenance Administration	471,135	90,074	561,209	713,882	1,275,091	1,302,150	1,153,505
5.50 Maintenance Operations	5,893,644	1,302,990	7,196,634	2,230,182	9,426,816	9,114,214	8,143,303
5.52 Maintenance of Grounds	696,336	165,404	861,740	270,417	1,132,157	1,125,213	1,125,929
5.56 Utilities	-	-	-	2,587,382	2,587,382	2,556,997	2,363,407
Total Function 5	7,061,115	1,558,468	8,619,583	5,801,863	14,421,446	14,098,574	12,786,144
7 Transportation and Housing							
7.41 Transportation and Housing Administration	220,133	52,454	272,587	105,452	378,039	375,142	347,383
7.70 Student Transportation	1,732,827	385,789	2,118,616	820,564	2,939,180	3,134,530	2,889,516
Total Function 7	1,952,960	438,243	2,391,203	926,016	3,317,219	3,509,672	3,236,899
9 Debt Services							
9.92 Interest on Bank Loans	-	-	-	-	-	-	-
9.94 Interest on Temporary Borrowing	-	-	-	-	-	-	-
Total Function 9	-	-	-	-	-	-	-
Total Functions 1 - 9	96,203,013	22,298,281	118,501,294	16,251,789	134,753,083	134,836,374	127,466,992

School District No. 33 (Chilliwack)

Schedule 3 (Unaudited)

Schedule of Special Purpose Operations

Year Ended June 30, 2019

	2019 Budget (Note 14)	2019 Actual	2018 Actual
	\$	\$	\$
Revenues			
Provincial Grants			
Ministry of Education	8,942,695	8,859,689	9,709,195
Other	20,000	18,032	14,426
Other Revenue	3,669,183	4,050,861	3,644,784
Investment Income	28,000	33,381	29,203
Total Revenue	<u>12,659,878</u>	<u>12,961,963</u>	<u>13,397,608</u>
Expenses			
Instruction	12,203,347	12,505,432	12,941,077
Operations and Maintenance	456,531	456,531	456,531
Total Expense	<u>12,659,878</u>	<u>12,961,963</u>	<u>13,397,608</u>
Special Purpose Surplus (Deficit) for the year	<u>-</u>	<u>-</u>	<u>-</u>
Total Special Purpose Surplus (Deficit) for the year	<u>-</u>	<u>-</u>	<u>-</u>
Special Purpose Surplus (Deficit), beginning of year		73,261	73,261
Special Purpose Surplus (Deficit), end of year		<u>73,261</u>	<u>73,261</u>
Special Purpose Surplus (Deficit), end of year			
Endowment Contributions		73,261	73,261
Total Special Purpose Surplus (Deficit), end of year		<u>73,261</u>	<u>73,261</u>

School District No. 33 (Chilliwack)

Changes in Special Purpose Funds and Expense by Object
Year Ended June 30, 2019

	Annual Facility Grant	Learning Improvement Fund	Special Education Equipment	Scholarships and Bursaries	School Generated Funds	Strong Start	Ready, Set, Learn	OLEP	CommunityLINK
	\$	\$	\$	\$	\$	\$	\$	\$	\$
Deferred Revenue, beginning of year		3,474	21,481	212,852	1,446,113	14,386	19,656		114,220
Add: Restricted Grants									
Provincial Grants - Ministry of Education	456,531	488,102				224,000	49,000	134,344	706,022
Provincial Grants - Other				82,136	3,486,496				
Other				5,146	28,235				
Investment Income									
	456,531	488,102	-	87,282	3,514,731	224,000	49,000	134,344	706,022
Less: Allocated to Revenue	456,531	491,576	-	73,725	3,937,615	231,996	64,551	134,344	788,685
Recovered									
Deferred Revenue, end of year	-	-	21,481	226,409	1,023,229	6,390	4,105	-	31,557
Revenues									
Provincial Grants - Ministry of Education	456,531	491,576				231,996	64,551	134,344	788,685
Provincial Grants - Other				68,579	3,909,380				
Other Revenue				5,146	28,235				
Investment Income									
	456,531	491,576	-	73,725	3,937,615	231,996	64,551	134,344	788,685
Expenses									
Salaries									
Teachers								55,608	
Principals and Vice Principals							24,479		
Educational Assistants		373,012						6	571,710
Support Staff					267	163,315			
Other Professionals									
Substitutes		13,278			26,448		10,920	8,139	
	-	386,290	-	-	26,715	163,315	35,399	63,753	571,710
Employee Benefits		105,286			2	50,730	5,131	12,993	133,301
Services and Supplies	456,531			73,725	3,910,898	17,951	24,021	57,598	83,674
	456,531	491,576	-	73,725	3,937,615	231,996	64,551	134,344	788,685
Net Revenue (Expense) before Interfund Transfers	-	-	-	-	-	-	-	-	-
Interfund Transfers	-	-	-	-	-	-	-	-	-
Net Revenue (Expense)	-	-	-	-	-	-	-	-	-
Additional Expenses funded by, and reported in, the Operating Fund								43,676	

School District No. 33 (Chilliwack)

Changes in Special Purpose Funds and Expense by Object
Year Ended June 30, 2019

	Classroom Enhancement Fund - Overhead	Classroom Enhancement Fund - Staffing	Classroom Enhancement Fund - Remedies	After School Sports Initiatives	Miscellaneous Grants	TOTAL
	\$	\$	\$	\$	\$	\$
Deferred Revenue, beginning of year	-	-	98,019	94,817	14,366	2,039,384
Add: Restricted Grants						
Provincial Grants - Ministry of Education	438,837	5,968,496	284,673			8,750,005
Provincial Grants - Other				15,598		15,598
Other					26,087	3,594,719
Investment Income						33,381
	438,837	5,968,496	284,673	15,598	26,087	12,393,703
Less: Allocated to Revenue	438,837	5,968,496	284,673	82,713	8,221	12,961,963
Recovered			98,019			98,019
Deferred Revenue, end of year	-	-	-	27,702	32,232	1,373,105
Revenues						
Provincial Grants - Ministry of Education	438,837	5,968,496	284,673			8,859,689
Provincial Grants - Other				15,598	2,434	18,032
Other Revenue				67,115	5,787	4,050,861
Investment Income						33,381
	438,837	5,968,496	284,673	82,713	8,221	12,961,963
Expenses						
Salaries						
Teachers		4,843,307	242,220	354		5,141,489
Principals and Vice Principals	169,220					193,699
Educational Assistants				597		945,325
Support Staff	63,365					226,947
Other Professionals	9,851					9,851
Substitutes	114,289				64	173,138
	356,725	4,843,307	242,220	951	64	6,690,449
Employee Benefits	68,287	1,125,189	42,453	5		1,543,377
Services and Supplies	13,825			81,757	8,157	4,728,137
	438,837	5,968,496	284,673	82,713	8,221	12,961,963
Net Revenue (Expense) before Interfund Transfers	-	-	-	-	-	-
Interfund Transfers	-	-	-	-	-	-
Net Revenue (Expense)	-	-	-	-	-	-
Additional Expenses funded by, and reported in, the Operating Fund	296,729	229,718				570,123

School District No. 33 (Chilliwack)

Schedule 4 (Unaudited)

Schedule of Capital Operations

Year Ended June 30, 2019

	2019 Budget (Note 14)	2019 Actual			2018 Actual
		Invested in Tangible Capital Assets	Local Capital	Fund Balance	
	\$	\$	\$	\$	\$
Revenues					
Provincial Grants					
Ministry of Education	6,717,608	6,262,425		6,262,425	4,280,318
Other		70,868		70,868	89,986
Municipal Grants Spent on Sites				-	1,697,626
Investment Income			619	619	1,218
Amortization of Deferred Capital Revenue	6,853,885	6,912,028		6,912,028	6,769,361
Total Revenue	13,571,493	13,245,321	619	13,245,940	12,838,509
Expenses					
Operations and Maintenance	1,787,608	1,389,245		1,389,245	2,224,329
Amortization of Tangible Capital Assets					
Operations and Maintenance	7,620,853	7,567,591		7,567,591	7,388,142
Transportation and Housing	441,842	444,088		444,088	446,640
Total Expense	9,850,303	9,400,924	-	9,400,924	10,059,111
Capital Surplus (Deficit) for the year	3,721,190	3,844,397	619	3,845,016	2,779,398
Net Transfers (to) from other funds					
Local Capital	1,481,500		1,500,043	1,500,043	2,386,435
Transfer to Local Capital for New School	1,000,000		1,000,000	1,000,000	
Total Net Transfers	2,481,500	-	2,500,043	2,500,043	2,386,435
Other Adjustments to Fund Balances					
Tangible Capital Assets Purchased from Local Capital		1,500,043	(1,500,043)	-	
Total Other Adjustments to Fund Balances		1,500,043	(1,500,043)	-	
Total Capital Surplus (Deficit) for the year	6,202,690	5,344,440	1,000,619	6,345,059	5,165,833
Capital Surplus (Deficit), beginning of year		60,453,037	292,713	60,745,750	55,579,917
Capital Surplus (Deficit), end of year		65,797,477	1,293,332	67,090,809	60,745,750

School District No. 33 (Chilliwack)

Tangible Capital Assets
Year Ended June 30, 2019

	Sites	Buildings	Furniture and Equipment	Vehicles	Computer Software	Computer Hardware	Total
	\$	\$	\$	\$	\$	\$	\$
Cost, beginning of year	42,408,511	269,513,626	8,578,629	4,406,053	385,114	445,034	325,736,967
Changes for the Year							
Increase:							
Purchases from:							
Deferred Capital Revenue - Bylaw	4,944,048	6,293,156	51,212	168,597			11,457,013
Deferred Capital Revenue - Other			40,128				40,128
Local Capital		679,775	184,942	539,037	96,289		1,500,043
Transferred from Work in Progress		5,481,451					5,481,451
	4,944,048	12,454,382	276,282	707,634	96,289	-	18,478,635
Decrease:							
Deemed Disposals			430,583	637,990	163,321	55,194	1,287,088
	-	-	430,583	637,990	163,321	55,194	1,287,088
Cost, end of year	47,352,559	281,968,008	8,424,328	4,475,697	318,082	389,840	342,928,514
Work in Progress, end of year		1,278,040					1,278,040
Cost and Work in Progress, end of year	47,352,559	283,246,048	8,424,328	4,475,697	318,082	389,840	344,206,554
Accumulated Amortization, beginning of year		105,239,997	4,450,878	2,340,247	237,035	230,041	112,498,198
Changes for the Year							
Increase: Amortization for the Year		6,563,636	850,148	444,088	70,320	83,487	8,011,679
Decrease:							
Deemed Disposals			430,583	637,990	163,321	55,194	1,287,088
			-	430,583	163,321	55,194	1,287,088
Accumulated Amortization, end of year		111,803,633	4,870,443	2,146,345	144,034	258,334	119,222,789
Tangible Capital Assets - Net	47,352,559	171,442,415	3,553,885	2,329,352	174,048	131,506	224,983,765

School District No. 33 (Chilliwack)

Schedule 4B (Unaudited)

Tangible Capital Assets - Work in Progress

Year Ended June 30, 2019

	Buildings	Furniture and Equipment	Computer Software	Computer Hardware	Total
	\$	\$	\$	\$	\$
Work in Progress, beginning of year	4,764,024	-	-	-	4,764,024
Changes for the Year					
Increase:					
Deferred Capital Revenue - Bylaw	1,995,467				1,995,467
	<u>1,995,467</u>	-	-	-	1,995,467
Decrease:					
Transferred to Tangible Capital Assets	5,481,451				5,481,451
	<u>5,481,451</u>	-	-	-	5,481,451
Net Changes for the Year	<u>(3,485,984)</u>	-	-	-	(3,485,984)
Work in Progress, end of year	<u>1,278,040</u>	-	-	-	<u>1,278,040</u>

School District No. 33 (Chilliwack)

Schedule 4C (Unaudited)

Deferred Capital Revenue

Year Ended June 30, 2019

	Bylaw Capital	Other Provincial	Other Capital	Total Capital
	\$	\$	\$	\$
Deferred Capital Revenue, beginning of year	153,195,228	171,860	693,891	154,060,979
Changes for the Year				
Increase:				
Transferred from Deferred Revenue - Capital Additions	6,512,965		40,128	6,553,093
Transferred from Work in Progress	4,307,251			4,307,251
	<u>10,820,216</u>	<u>-</u>	<u>40,128</u>	<u>10,860,344</u>
Decrease:				
Amortization of Deferred Capital Revenue	6,833,661	12,559	65,808	6,912,028
	<u>6,833,661</u>	<u>12,559</u>	<u>65,808</u>	<u>6,912,028</u>
Net Changes for the Year	<u>3,986,555</u>	<u>(12,559)</u>	<u>(25,680)</u>	<u>3,948,316</u>
Deferred Capital Revenue, end of year	<u>157,181,783</u>	<u>159,301</u>	<u>668,211</u>	<u>158,009,295</u>
Work in Progress, beginning of year	2,992,325	471,699	-	3,464,024
Changes for the Year				
Increase				
Transferred from Deferred Revenue - Work in Progress	1,995,467			1,995,467
	<u>1,995,467</u>	<u>-</u>	<u>-</u>	<u>1,995,467</u>
Decrease				
Transferred to Deferred Capital Revenue	4,307,251			4,307,251
	<u>4,307,251</u>	<u>-</u>	<u>-</u>	<u>4,307,251</u>
Net Changes for the Year	<u>(2,311,784)</u>	<u>-</u>	<u>-</u>	<u>(2,311,784)</u>
Work in Progress, end of year	<u>680,541</u>	<u>471,699</u>	<u>-</u>	<u>1,152,240</u>
Total Deferred Capital Revenue, end of year	<u>157,862,324</u>	<u>631,000</u>	<u>668,211</u>	<u>159,161,535</u>

School District No. 33 (Chilliwack)

Schedule 4D (Unaudited)

Changes in Unspent Deferred Capital Revenue

Year Ended June 30, 2019

	Bylaw Capital	MEd Restricted Capital	Other Provincial Capital	Land Capital	Other Capital	Total
Balance, beginning of year	\$ 289,732	\$ 1	\$ 24,341	\$ 2,672,473	\$ 157,189	\$ 3,143,736
Changes for the Year						
Increase:						
Provincial Grants - Ministry of Education	14,481,125					14,481,125
Provincial Grants - Other			58,466			58,466
Investment Income				60,440		60,440
Municipal Donations				599,376		599,376
					50,000	50,000
	14,481,125	-	58,466	659,816	50,000	15,249,407
Decrease:						
Transferred to DCR - Capital Additions	6,512,965				40,128	6,553,093
Transferred to DCR - Work in Progress	1,995,467					1,995,467
Transferred to Revenue - Site Purchases	4,944,048					4,944,048
Facility Improvements not Capitalized	1,318,377		70,868			1,389,245
	14,770,857	-	70,868	-	40,128	14,881,853
Net Changes for the Year	(289,732)	-	(12,402)	659,816	9,872	367,554
Balance, end of year	-	1	11,939	3,332,289	167,061	3,511,290

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
Unrestricted Surplus	1,422,368	2,684,122	2,640,519	4,650,712	5,272,913	2,208,342
Internally Restricted E	1,653,297	1,845,554	3,991,590	3,014,627	1,907,017	762,691
Local Capital	1,518,936	1,147,904	1,156,851	1,357,588	292,715	1,293,334
	<u>4,594,601</u>	<u>5,677,580</u>	<u>7,788,960</u>	<u>9,022,927</u>	<u>7,472,645</u>	<u>4,264,367</u>

BOARD OF EDUCATION

DECISION REPORT

DATE: September 17, 2019
TO: Board of Education
FROM: Dan Coulter, Board Chair
RE: **RAINBOW CROSSWALK**

RECOMMENDATION:

THAT the Board of Education direct staff to paint a rainbow crosswalk across the parking lot in front of the School District office.

BACKGROUND:

The Chilliwack Board of Education is committed to inclusion and representing all students, staff and families in the school district.

BOARD OF EDUCATION

DECISION REPORT

DATE: September 17, 2019

TO: Board of Education

FROM: Gerry Slykhuis, Secretary Treasurer

RE: **BOARD REGULATION 222.1 BOARD COMMITTEES –
PARTNER/COMMUNITY MEMBERSHIP**

RECOMMENDATION

THAT the Board of Education approve Board Regulation 222.1 Board Committees – Partner/Community Membership as presented.

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

**222.1 – BOARD REGULATION
Board Committees – Partner/Community Membership**

Audit Committee Terms of Reference

The primary purpose of the Audit Committee is to assist the Board in fulfilling its oversight responsibilities by overseeing the internal control environment, reviewing the financial statements and the external audit process. The Committee is advisory to the Board. The Audit Committee shall have direct communication channels with the external auditor to discuss and review issues within its mandate. The Audit Committee makes its recommendations directly to the Board.

Membership

The Committee shall consist of three (3) Trustees, and ~~one~~ up to (4) community members if possible who ~~is~~ are financially literate in these processes.

A motion and vote is required for all committee decisions with the quorum being any ~~two~~ three (3), trustees and/or community members.

Meetings

The Committee shall meet with the external auditors as it deems appropriate to fulfill its duties but no less than two (2) times.

Minutes of meetings shall be taken by the corporate secretary or his/her delegate.

Responsibility

The Audit Committee will carry out the following responsibilities:

a) Selection of Auditor

- To review and participate in a public tendering process to identify a financial auditor for the school district.
- To provide a recommendation to the Board of Education regarding the appointment or discharge of the auditor.
- To review the performance of the auditor.

b) **Financial Statements**

- To review annual financial statements and indicators of financial health considering whether they are complete, consistent with information known to committee members and reflect appropriate accounting principles.
- To review with the auditor the results of the audit, including any difficulties encountered.
- To review with the auditors and senior administration matters that are required to be reported to the Board of Education.
- To report financial statements to the Board of Education.

c) **Risk Assessment**

- To monitor key risks that could impact the achievement of District objectives.

d) **Internal Controls**

- To consider the effectiveness of the District's internal financial controls including information technology security and control.
- To understand the scope of the auditor's review of internal financial controls and obtain reports on significant findings and recommendations together with the response of senior administration.

e) **Audit**

- To approve the auditor terms of engagement.
- To review the auditor's proposed audit scope and approach.
- To review and confirm the independence of the auditors.
- To meet with the auditor, both prior to the commencement of the audit and post audit, to discuss any matters that the Audit Committee or the auditors believe should be discussed.

f) **Compliance**

- To review audit observations and/or any findings by any regulatory agency.
- To review financial procedures and ensure compliance.
- To report annually to the Board of Education on the outcome of the financial audit.

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

**222.1 – BOARD REGULATION
Board Committees – Partner/Community Membership**

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- To report financial statements to the Board of Education.

c) Risk Assessment

- To monitor key risks that could impact the achievement of District objectives.

d) Internal Controls

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f) Compliance

- To review audit observations and/or any findings by any regulatory agency.
- To review financial procedures and ensure compliance.
- To report annually to the Board of Education on the outcome of the financial audit.

BOARD OF EDUCATION

DECISION REPORT

DATE: September 17, 2019

TO: Board of Education

FROM: Willow Reichelt, Board Vice-Chair

RE: **LETTER TO THE MINISTRY RE. FUNDING FOR NEW SOUTHSIDE SCHOOL AND PORTABLES**

RECOMMENDATION:

THAT the Board of Education send a letter to the Ministry of Education asking for a reduction in the amount of our financial contribution to the new Southside school and also asking that the Ministry consider funding support for the acquisition of portables in growing districts.

BACKGROUND:

Chilliwack is growing rapidly, necessitating the purchase of several new portables every year; this money comes out of our operating budget.

When the previous government approved the new Southside school, they determined that SD33 should contribute \$5 million; this also comes out of our operating budget.

Until now, we have been mostly covering these two items (\$1.75 million this year) from our reserves but our reserves are now depleted. If we do not get relief from one or both of these costs next year, we will need to make cuts to services for children.

BOARD OF EDUCATION

DECISION REPORT

DATE: September 17, 2019

TO: Board of Education

FROM: Rohan Arul-pragasam, Acting Superintendent

RE: **RENAMING CHANCE Shxwetilthet SITE**

RECOMMENDATION:

THAT the Board of Education approve renaming the CHANCE Shxwetilthet site to Education Centre – South Site.

BACKGROUND:

CHANCE Shxwetilthet Middle School Alternate program (District Type 3) students were transitioned to middle schools during the successful reconfiguration in the 2018 – 2019 school year. The new vision of Elementary K to 5, Middle 6 to 8 and Secondary 9 to 12 schools effectively enhanced supports to meet the social, emotional, physical and intellectual learning needs of our students and our district aim - every student a graduate prepared for opportunities beyond graduation.

Since the 2018 – 2019 school year, the District Type 3 Secondary Alternative program, Education Centre, has used the CHANCE Shxwetilthet site to run three programs given the limited meaningful learning spaces at the Education Centre site. The programs are the Sustainable Resources Homeroom, Trades Homeroom and Outreach Program. Also, the Mindfulness Program uses the site once a week. There are currently 40 – 60 students at the site on a daily basis, supported by 9 – 12 staff.

Board Regulation 809.1: Naming and Re-Naming of Facilities states that “The Board may consider a request to re-name an existing facility or part of a facility” and “the decision on any facility’s name will be made at a public Board Meeting.” The recommendation to change the name to Education Centre – South Site is aligned with the current programs at the site, which are an extension to the Education Centre. In addition, the school name is aligned with the Ministry definition of a grade structure at a secondary school.

BOARD OF EDUCATION

DECISION REPORT

DATE: September 17, 2019

TO: Board of Education

FROM: Mark Friesen, Assistant Secretary Treasurer

RE: **BCSTA DISCUSSION PAPER – SCHOOL SITE LAND ACQUISITION ISSUES AND SOLUTIONS**

RECOMMENDATION:

THAT the Board of Education provide a response to the BCSTA discussion paper regarding School Site Acquisition Charges.

BACKGROUND:

The BCSTA's Capital Working Group has provided a draft discussion paper (attached) regarding recommended changes to the way school site acquisition charges (SSACs) are administered. They are looking for boards of education and their staff to review and provide any comments on the draft by the end of September

An SSAC is a charge per dwelling unit to be paid by residential developers throughout the school district. The charge is collected by local government and transferred to the school district. The money collected is used to help pay for new school sites needed as a result of residential development.

We have reviewed the discussion paper and support the initiative as a whole; however, we do have some concerns with a few of the recommendations as noted:

- 1) That the required legislative and regulatory changes be introduced eliminating the current cap on School Site Acquisition Charges (SSACs) and requiring school districts to set SSACs at the same level as municipal parkland Development Cost Charges (DCCs) set by the municipal government serving the same geographic area as the school district, (or the equivalent of a standard DCC parkland calculation if the municipality does not have a parkland DCC), adjusted to reflect the comparative land area required for new school sites designated in the local area Official Community Plan.

We agree that the current cap on SSACs needs to be raised but this should be independent from setting DCCs which are driven from different municipal policy goals.

- 2) That the required legislative and regulatory changes be introduced requiring municipal governments to include the cost of off-site servicing of new schools in their municipal development cost charges.

Most communities already include large off-site services in their DCCs (and have factored school development into their master servicing plans).

- 4) That SSACs be updated to reflect current land values on the same cycle that park land development cost charges are adjusted by municipal governments.

There is no legislative requirement that land values for park land be updated. As a result, some municipalities do not update their parks' DCCs for 10-15 years. There is also no legislative requirement to update DCCs.

- 5) That over the next ten years the percentage of provincial funding provided (in addition to SSACs) to facilitate school site acquisitions noted in the current regulations be gradually reduced from 65% of the total cost to as little as possible of the total cost, recognizing the proposed increases in SSAC payments anticipated in recommendation one will take time to be collected.

There is a bigger policy issue here as to whether SSAC collection or acquisition through the provincial tax system is the appropriate approach for securing school sites. SSACs are dependent on growth occurring whereas provincial taxes would theoretically provide a more stable source of funding.

- 9) That municipal government and school districts be encouraged (and possibly required) to enter into a purchase agreement wherein the local government front ends the acquisition of a school site designated in an Official Community Plan (OCP) utilizing available SSACs and additional funding from the local government which is to be paid back with interest through a combination of the collection of future SSACs and provincial government payments once approved in the school district's capital plan.

We anticipate that local government would not be in favour of this recommendation as they would effectively be acting as a financial institution and have to somehow come up with the additional cashflow possibly through increased taxes.

Overall, we support the efforts to try to find a path to sufficient and stable funding for site acquisitions.



**British Columbia School Trustees Association
Discussion Paper – July 2019**

School Site Land Acquisition Issues and Solutions

Context

The BCSTA formed a Capital Working Group (CWG) in September of 2018 to review various BCSTA resolutions adopted by the membership regarding government policy related to capital work in the sector. The review resulted in a recommendation to the BCSTA board to pursue various policy changes within government. That recommendation was subsequently adopted. This brief paper is intended to provide some background and recommendations on one of the issues discussed by the CWG: school site acquisition.

Recommendations to government

- 1. That the required legislative and regulatory changes be introduced eliminating the current cap on School Site Acquisition Charges (SSACs) and requiring school districts to set SSACs at the same level as municipal parkland Development Cost Charges (DCCs) set by the municipal government serving the same geographic area as the school district, (or the equivalent of a standard DCC parkland calculation if the municipality does not have a parkland DCC), adjusted to reflect the comparative land area required for new school sites designated in the local area Official Community Plan.**
- 2. That the required legislative and regulatory changes be introduced requiring municipal governments to include the cost of off-site servicing of new schools in their municipal development cost charges.**
- 3. That legislative changes be introduced to reinforce the requirement that municipal governments collect SSACs set by a school district.**
- 4. That SSACs be updated to reflect current land values on the same cycle that park land development cost charges are adjusted by municipal governments.**
- 5. That over the next ten years the percentage of provincial funding provided (in addition to SSACs) to facilitate school site acquisitions noted in the current regulations be gradually reduced from 65% of the total cost to as little as possible of the total cost, recognizing the proposed increases in SSAC payments anticipated in recommendation one will take time to be collected.**

6. That school site acquisitions continue to be approved by the provincial government even if the locally collected SSACs do not add up to 65% of the cost to acquire, given the urgent need to proceed with new school construction in growing areas.
7. That school site acquisitions be authorized and encouraged to take place within five years of an Official Community Plan being adopted which identifies designated school sites or, at the earliest reasonable opportunity, upon request of a property owner, first utilizing available SSACs and additional funding as required from the Ministry of Education .
8. That developers continue to be provided with the option of dedicating designated school sites to the school district in return for the payment of SSACs being forgiven.
9. That municipal governments and school districts be encouraged (and possibly required) to enter into a purchase agreement wherein the local government front ends the acquisition of a school site designated in an Official Community Plan (OCP) utilizing available SSACs and additional funding from the local government which is to be paid back with interest through a combination of the collection of future SSACs and provincial government payments once approved in the school district's capital plan.

Background / issues to be resolved

Official Community Plans

Municipal governments are given the authority to adopt Official Community Plans (OCPs). The relevant legislation is found in the *Local Government Act* (Part 14, Division 4). OCPs identify acceptable land uses (among other policy matters) and the relationship between various land uses (residential, commercial, industrial, transportation and utility corridors, public amenities including parks and schools, etc.). Land use designations are also influenced by Agricultural Land Reserve boundaries, by defined environmentally sensitive areas and by environmental protection policies (i.e. stream setbacks etc.). Land use decision making is fine-tuned at the point of development applications being considered through more detailed planning. However, once privately owned lands are designated for a particular use within an OCP there can be a reasonable expectation that it will eventually be used for that purpose subject only to the detailed planning mentioned above.

Municipalities are required to consult with school districts on the requirements for school sites within an OCP based on residential growth anticipated in the plan. The purpose of designating school sites at this point is to ensure the land being set aside for this purpose is suitable for its intended use. If municipal governments do not designate school sites at the point of adopting their OCPs there is a significant risk that appropriate sites will either not be available when needed or will be less desirable (i.e. hillside land which is more difficult and expensive to develop).

Timing of school site acquisitions

In order to secure the sites required to accommodate the school facilities needed to respond to anticipated residential growth, they need to be acquired in a reasonable period of time following their designation within an OCP. Once land is designated as a school site in the OCP the owners are precluded from using it for another purpose (other than what it's current zoning permits) unless the OCP and zoning are amended. It has been suggested that government should require municipalities to rezone school sites for school purposes once an OCP is amended to ensure development under current zoning does not further frustrate the use of the land for school purposes.

This does lead to the private owners of designated school sites asking school districts to either purchase the designated site at fair market value, based on highest and best use, or give it up so they can develop it for other uses (often residential development). There is legal precedent established to suggest governments must demonstrate their intent to purchase sites designated in an OCP for a public purpose within a reasonable time period following such designation or give up the site (*Hall vs Maple Ridge 1993*). In the past, school site acquisitions have been delayed until a decision to move ahead with school construction is imminent, resulting in residential development encroaching on designated school sites which have still not been authorized for purchase in capital plans.

There are some circumstances where the scope of a single development is so large (i.e. a few thousand residential units) that the developer can be required to dedicate the school and park sites needed to serve the neighbourhood they are developing as a condition of that development. This is usually part of a servicing agreement in which DCCs and SSACs are forgiven equivalent in value to the value of the land being dedicated. Although this has happened in communities like Coquitlam, it is actually quite rare that a single development proposal is so large that it can accommodate that type of school site and park dedication.

Rationale for delays in purchasing

Delays in purchasing school sites have been justified in the past by suggesting that a new school may or may not be required in the area in the future and that the cost to the province to proceed with the purchase is significant if insufficient SSACs are available. With this rationale school site acquisitions are not authorized to proceed until the school district and Ministry of Education are relatively close to deciding to build a new school. The problem with this approach is:

- Pressure from land-owners of designated sites who want to sell their land often begins far in advance of government being prepared to acquire the property and build a school.
- Courts can order removal of the OCP designation if requested to do so by the land-owners if governments are not prepared to follow through with acquisitions.
- The price of the land to be acquired can increase exponentially over time and could be subject to lengthy and costly expropriation proceedings.

Inadequacy of current SSACs

Part of the delay in moving ahead with acquisitions has at least in part to do with the inadequacy of funding for the purchase. SSACs have not kept up with increasing land values having been capped at no more than \$1,000 per single family residential unit when they were first introduced in 2000 (BC REG 17/00). That amount, and the capped amounts for other residential types, have not changed since that time and do not reflect varying land values in different geographical areas of the province. The inadequacy of SSACs has led to more and more capital funding needing to be provided by the provincial government which has contributed to even more justification for the delay in acquiring needed lands. In fact, the ratio between the amount of funding being provided by SSACs and direct provincial funding is heavily weighted to the provincial funding side of the equation. Although it can vary depending on specific circumstances, the current formula embedded in the regulation addressing this subject suggests 65% of the cost will be covered by government while SSACs collected for that purpose account for the remaining 35%. In fact, the ratio over the last year has meant provincial funding of over 90% of the total cost.

In our view development should be covering close to if not 100% of the cost of land acquisition for the public services needed to support that development through much increased SSACs which are more frequently reviewed and adjusted to reflect current land values. We do not believe merely increasing the cap on SSACs in the current regulations will address the long-term problem.



The cost of off-site servicing required by municipal governments is another cost that should be a simple cost of development. We are suggesting that such servicing be required to be provided by municipal governments and funded through their own development cost charges.

Some would suggest additional contributions should be made for school building development as well, similar to municipal government amenity charges which are used to build fire halls and recreation centres. We are not suggesting the introduction of school amenity charges at this point but increasing the amount that development pays toward school site acquisition and off-site servicing makes sense. Tying SSACs to how park land acquisition DCCs are calculated (or a similar calculation) is one way to ensure regular reviews of the charges so they reflect current local land values. Taking this approach would increase the percentage of school site acquisition costs being covered by development. We believe that, eventually, the additional funding this would add to the system would allow for earlier, more sensible, acquisition timing and the redirection of money currently being spent on land acquisition to other areas of need within the public school system.

Inflation / increased land values

More recently, over the last decade or so, another downside to delaying the purchase of school sites has become apparent. Inflationary and speculative pressures tied to rapid growth have increased land values significantly. Delays in purchasing land which will eventually be needed have resulted in millions of dollars of increased costs, some sites more than doubling in value in under two or three years. We know the pace and scope of the increases reflected in this recent trend will likely not continue, but some significant cost increases are still likely over the long-term. There are limits to the developable land area in the south coast area in particular, which boasts the most desirable climate in the country. The case for purchasing land for school sites is at least a good investment, even if they are eventually not needed for schools. We are not suggesting land acquisition as an investment policy, but we are suggesting that land acquisitions are a relatively low-risk long-term investment for government, especially in rapidly developing areas of the province.

All of this suggests the need to acquire designated school sites in a timelier fashion and to generate sufficiently increased revenue through increased SSACs to make that possible.



What about the increased cost of housing?

One of the arguments against this change which may be advanced by those in the development community is that any increase in charges like SSACs will result in increased housing costs at a time when governments are trying to keep the cost of housing down. In our view, it is the competitive market that dictates pricing and the relatively small increase to the overall price that would be represented by increasing SSACs would be minimal, albeit reflected in the bottom line of the development community.

It does seem to us to be inconsistent that the bulk of the cost of some public amenities and services required to support development are being passed along by municipal governments in the form of DCCs and amenity charges but not by the provincial government with respect to schools in the form of appropriate SSACs.

Transition

The implementation of increased SSACs will not have an immediate impact on land acquisitions which need to be addressed in the near term. However, making the changes now will have a longer-term impact. Government fronting of current costs could possibly be tied to some kind of reimbursement to the province for up front acquisition costs from increased SSACs collected at a later date to a pre-determined threshold. We've suggested government change the percentage to be covered by SSACs ultimately to 100%. It could be a greater or lesser amount at government's discretion (per BC REG 17/00).

We are aware of some local governments willing to address the delay in the acquisition of designated school sites by fronting acquisitions if school districts and the provincial government do not currently have the resources to move ahead. This would require the municipality to enter into a purchase agreement with the school district which identifies repayment with interest over time, as SSACs and additional provincial funding become available. Naturally, this would require ministerial approval but should not be precluded if it makes sense. Moreover, the ministry may wish to make such agreements a requirement of school districts and municipal governments to absolutely avoid the issues noted above.



Savings

A further argument for increasing SSACs to better reflect actual land values is reducing the amount needed to be funded by the provincial government. The amount of money spent by the province as its share of land acquisitions over the past year was \$42.1M. Interestingly, the total added to that amount from SSACs was only \$1.6 million, meaning the 65/35 formula was not followed due to the specific circumstances encountered and the urgent need for the land in order to proceed with new school construction. In that instance provincial funding actually covered 96% of the cost.

If SSACs had been collected over the years in the fashion we are suggesting sufficient to cover even 65% of the total cost of land acquisition the savings in provincial funding for the last year would have been in the order of \$26.8 million. Of course, funding of 100% through SSACs would mean a saving of the entire \$42.1 million. Although it will take some time to make the change and collect higher SSACs we are recommending the savings which are achieved through this change be redirected to address other capital needs, like the growing level of deferred maintenance in our public schools. That does not mean additional funding is not also required to adequately address deferred maintenance needs, but acknowledges any savings achieved as suggested could be part of the solution.

Conclusion

We understand government is currently considering changes to school site acquisition charges and possibly increasing the current cap on the amount that can be collected. While BCSTA views that as a positive step, we believe a longer-term solution is required that passes the largest part of school site acquisition costs and 100% of off-site servicing along as an appropriate cost of land subdivision, development and housing densification. The alternative is to continue paying what amounts to 65% (according to the regulation) or over 90% (in reality) of the cost of land acquisitions, plus the cost of off-site servicing, to accommodate growth in certain areas by using provincial tax revenues provided by all taxpayers of the province. In the current system, taxpayers are considerably subsidizing development. As noted above, there are other capital needs in the public school system which could be addressed if savings from an appropriate change in the formula for school site land acquisitions and off-site servicing can be achieved.

BOARD OF EDUCATION

INFORMATION REPORT

DATE: Sep 17, 2019
TO: Board of Education
FROM: Al Van Tassel, Director of Facilities and Transportation
RE: **STRATEGIC PLAN UPDATE – OPERATIONS SUMMER REPORT/MAINTENANCE ACTIVITIES**

Al Van Tassel will provide a report and presentation on the Operations Summer Maintenance Activities (listed below) 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	Align resources to efficiently and effectively execute the strategic plan

Roofing Upgrades

- Bernard Elementary
- Facilities Department
- McCammon Elementary

Mechanical Upgrades

- District Office
- Cheam Elementary
- Chilliwack Middle
- East Chilliwack Elementary
- G.W. Graham Secondary
- Facilities Department
- Strathcona Elementary
- Watson Elementary

Electrical System Upgrades

- AD Rundle Middle
- Cultus Lake
- Mount Slesse Middle

Facility Upgrades

- Bernard Elementary
- Cultus Lake
- Greendale Community Elementary
- G.W. Graham Secondary
- Facilities Department
- Sardis Secondary
- Strathcona Elementary
- Watson Elementary

Loss Prevention

- Little Mountain Elementary
- Promontory Heights Elementary
- Sardis Elementary
- Vedder Middle

Site Upgrades

- Evans Elementary
- Mt. Slesse Middle
- Rosedale Traditional
- Transportation Department

BOARD OF EDUCATION

INFORMATION REPORT

DATE: September 17, 2019
TO: Board of Education
FROM: Rohan Arul-pragasam, Acting Superintendent
RE: ENROLMENT UPDATE

Acting Superintendent Rohan Arul-pragasam will present an enrollment report as of September 16, 2019.

MEETING SUMMARIES

Committee of the Whole Meeting – June 18, 2019

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

Staff: Rohan Arul-pragasam, Mark Friesen, Donna Vogel

1. Central 90th Celebration: Funding Request
2. Progress Article: Bullying at CSS
3. Policy 220: Public Participation
4. Inclusion Committee: Terms of Reference
5. Letter to the Ministry of Education: Funding for New Southside School and Portables
6. Letter with Partner Groups to Minister of Education: Funding Model Review
Recommendations
7. Process for Renaming CHANCE Site to “Chilliwack Education Centre South Site” (or “South Campus”)
8. DPAC: ThoughtExchange Report & Funding Request
9. Proposed Board Presentation: CYC – Child Proofing Porn

In-Camera Meeting – June 18, 2019

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

Staff: Rohan Arul-pragasam, Mark Friesen, Tamara Ilersich, Donna Vogel

1. Tentative Local Agreement with the CTA
2. Exempt Staff/PVP Extended Health & Dental Benefits
3. Community Members: Budget Committee
4. HR Report
5. BCPSEA Report