



**Chilliwack  
School District**

## **THE BOARD OF EDUCATION**

**School District #33 (Chilliwack)**

### **Regular Public Board Meeting**

**(Recorded)**

### **AGENDA**

**May 12, 2020**

**7:00 pm**

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#### **1. CALL TO ORDER – Zoom Video Conference**

- 1.1. Call to Order - **Welcome and Acknowledgment of Stó:lō Territory**
- 1.2. Adoption of the Agenda  
(THAT the agenda be adopted as circulated.)
- 1.3. Approval of the Minutes  
(THAT the minutes of the April 28 Regular Board Meeting be approved as circulated.)

#### **2. PUBLIC PARTICIPATION – COMMENTS/QUESTIONS CONCERNING THE AGENDA**

#### **3. ACTION ITEMS**

- 3.1. 2020 – 2021 Budget Approval – 1<sup>st</sup> Reading
- 3.2. 2020 – 2021 Schedule of Board Meetings

#### **4. INFORMATION ITEMS**

- 4.1. City Parking Bylaw Update
- 4.2. Quarterly Financial Report
- 4.3. Budget Committee Report
- 4.4. BCSTA Report
- 4.5. Trustee Reports
- 4.6. Meeting Summaries: In-Camera
- 4.7. **Next Board of Education Meeting: May 26, 2020 at 7:00 p.m.**

#### **5. PUBLIC PARTICIPATION – QUESTIONS CONCERNING THE AGENDA**

#### **6. ADJOURNMENT**

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

**Date of Meeting:** Tuesday, April 28, 2020

**Location:** Zoom Webinar

**Members Present:**

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

**Staff Present:**

Interim Superintendent	Mr. R. Arul-pragasam
Secretary Treasurer	Mr. G. Slykhuis
Assistant Secretary Treasurer	Mr. M. Friesen
Director of Human Resources	Ms. T. Ilersich
Assistant Superintendent	Ms. J. Hall
Assistant Superintendent	Mr. K. Savage
Acting Director of Instruction	Mr. D. Manuel
Director of Facilities and Transportation	Mr. A. Van Tassel
Executive Assistant	Ms. D. Vogel
Audio-Video/Desktop Foreman	Mr. M. Bakker

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**1. CALL TO ORDER – Zoom Webinar**

**1.1. Call to Order**

The Board Chair called the meeting to order at 7:07 p.m. – **Welcome, Acknowledgment of Traditional Stó:lō Territory, and Statement on the Nova Scotia Tragedy and the District and COVID-19.**

**1.2. Adoption of the Agenda**

**90.20** Moved by: Trustee Neufeld  
Seconded by: Trustee Mumford

THAT the agenda be adopted as circulated.

**1.3. Approval of the Minutes**

**91.20** Moved by: Trustee Mumford  
Seconded by: Trustee Swankey

THAT the minutes of the April 7, 2020 Regular Public Board Meeting be approved as circulated.

**CARRIED**

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

Comments/Questions were received regarding the following:

- The agenda for this meeting.
- Graduation ceremonies in 2020.
- Board Meeting Webinar.
- Cost savings with most students not in school.
- Name for the new south side K -8 school.
- Maintenance/construction projects while most students are not in school.

**3. ACTION ITEMS**

**3.1. School Site Acquisition Charge (SSAC) Bylaw**

**92.20** Moved by: Trustee Swankey  
Seconded by: Trustee Mumford

THAT the Board of Education approve three readings of School Site Acquisition Charge Capital Bylaw No. 2020-01 at the April 28, 2020 Regular Board Meeting.

**CARRIED**

**93.20** Moved by: Trustee Maahs  
Seconded by: Trustee Swankey

THAT the Board of Education approve first reading of School Site Acquisition Charge Capital Bylaw No. 2020-01.

**CARRIED**  
**Abstained: Neufeld**

**94.20** Moved by: Trustee Swankey  
Seconded by: Trustee Mumford

THAT the Board of Education approve second reading of School Site Acquisition Charge Capital Bylaw No. 2020-01.

**CARRIED**  
**Abstained: Neufeld**

**95.20** Moved by: Trustee Mumford  
Seconded by: Trustee Reichelt

THAT the Board of Education approve third reading and adoption of School Site Acquisition Charge Capital Bylaw No. 2020-01.

**CARRIED**  
**Abstained: Neufeld**

**3.2. 2020 – 2021 Local School Calendar**

**Trustees Reichelt and Swankey turned their video cameras off during this item and recused themselves from voting.**

**96.20** Moved by: Trustee Furgason  
Seconded by: Trustee Maahs

THAT the Board of Education reject the 2020-2021 Local School Calendar as presented.

**CARRIED**  
For: Furgason, Maahs, Neufeld  
Opposed: Coulter, Mumford

**3.3. New School Naming: integrated arts and technology secondary**

**97.20** Moved by: Trustee Reichelt  
Seconded by: Trustee Mumford

THAT the Board of Education approve "Imagine High" as the name for our new integrated arts and technology school.

**98.20** Moved by: Trustee Furgason  
Seconded by: Trustee Neufeld

THAT the Board of Education approve "Midtown Arts and Technology School" as the name for the new arts and technology school.

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

**99.20** Moved by: Trustee Maahs  
Seconded by: Trustee Furgason

THAT the Board of Education refer the naming of the school back to the committee to come up with a different name.

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

**100.20** Moved by: Trustee Reichelt  
Seconded by: Trustee Mumford

THAT the Board of Education approve "Imagine High" as the name for our new integrated arts and technology school.

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

**3.4. New School Naming: south side K – 8 school**

**101.20** Moved by: Trustee Reichelt  
Seconded by: Trustee Mumford

THAT the Board of Education approve Stitó:s Lá:lém Totí:lt (stee-tahs lah-lem tot-ilt) as the name for our new K-8 school.

**102.20** Moved by: Trustee Maahs  
Seconded by: Trustee Furgason

THAT the Board of Education approve River's Edge as the name of the new school with the Halq'eméylem name secondary.

**DEFEATED**

**For: Furgason, Maahs, Neufeld**

**Opposed: Coulter, Mumford, Reichelt, Swankey**

**103.20** Moved by: Trustee Reichelt  
Seconded by: Trustee Mumford

THAT the Board of Education approve Stitó:s Lá:lém Totí:lt (stee-tahs lah-lem tot-ilt) as the name for our new K-8 school.

**CARRIED**

**For: Coulter, Mumford, Reichelt, Swankey**

**Opposed: Furgason, Maahs, Neufeld**

#### **4. INFORMATION ITEMS**

##### **4.1. COVID-19 Update**

The Executive team provided an update on the Chilliwack School District and COVID-19.

##### **4.2. BCSTA Report**

Matters related to the British Columbia School Trustees' Association (BCSTA) were discussed.

**104.20** Moved by: Trustee Swankey  
Seconded by: Trustee Mumford

THAT the Board of Education extend the meeting until the conclusion of the agenda.

**CARRIED**

##### **4.3. Trustee Reports**

**Trustee Mumford reported on the following:**

- Thanks to staff, parents and families.
- Mental Health Week next week.
- Chilliwack Healthier Community brochure about maintaining mental wellness.

**Trustee Swankey reported on the following:**

- April 28 National Day of Mourning.
- DPAC meeting April 23 – AGM postponed to September and the Executive will remain until then.

**Trustee Reichelt reported on the following:**

- Thanks to staff, students and parents.
- Sympathy for grade 12 students who have had their traditional grad events cancelled and offered reassurance that staff will work hard to ensure that this milestone is marked in a meaningful and special way (while maintaining safety).

**Trustee Furgason reported on the following:**

- Thanks to parents and staff.

**Trustee Coulter reported on the following:**

- The moral obligation to help vulnerable students and provide quality education.

- Thanks for patience.

#### **4.4. Meeting Summaries**

##### **April 7, 2020 In-Camera Meeting Summary**

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

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

1. HR Report
2. BCPSEA Report
3. 5 Year Capital Plan Priorities

##### **April 15, 2020 Special In-Camera Meeting Summary**

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

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

1. School Calendar Arbitration
2. Ratification Process: Provincial Collective Agreement Between BCPSEA and BCTF

#### **4.5. Next Board of Education Meeting Date**

**Tuesday, May 12, 2020**  
**7:00 p.m.**  
**Zoom Webinar**

#### **5. PUBLIC PARTICIPATION – QUESTIONS CONCERNING AGENDA ITEMS**

Questions were received regarding the following:

- South side before and after care and GW Graham.
- Consultation before Board decisions.
- Supports for students moving from grade 12 to postsecondary education.
- Care for children of essential workers.
- Cost of before and after school childcare.
- The criteria for vulnerable learners to access school supports and when those supports will become available.
- Local school calendar.
- Staff wearing PPE in the workplace.
- The School Site Acquisition Charge increase.
- Support for vulnerable learners.
- Indigenous naming for schools.
- Childcare before and after school for tier 1 and tier 2 workers.

- Definition of vulnerable student.
- CUPE has no role in developing the local school calendar.

**105.20** Moved by: Trustee Maahs  
Seconded by: Trustee Furgason

THAT the Board of Education adjourn the meeting.

**DEFEATED**  
**For: Maahs, Furgason**  
**Opposed: Coulter, Mumford, Reichelt**  
**Abstained: Swankey**

- Communication on district childcare.

**6. ADJOURNMENT**

The meeting was adjourned at 10:34 p.m.

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

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

**Appendix A: Trustee Activities**

**Trustee Mumford:**

- April 8: Board De-Brief
- April 14: Chair Scholarship Committee Meeting
- April 15: Special In Camera Meeting
- April 17: Board De-Brief
- April 21: Chair Scholarship Committee - Selection
- April 24: Board De-Brief
- April 28: Co-Chair CHC Meeting

**Trustee Reichelt:**

- April 15: New School Naming Committee
- April 17: BCSTA Provincial Council
- April 27: Chilliwack Youth Advisory Committee

**Trustee Swankey:**

- April 15: Joined trustees for COVID update from staff
- April 17: Joined trustees for COVID update from staff
- April 20: Attended Chair/Vice Chair meeting
- April 20: Visited GWG Child Care space for Tier 1 workers
- April 21: Attended Chilliwack COVID Townhall
- April 23: Attended DPAC Meeting as Board Liaison
- April 24: Joined the trustees for COVID update from staff
- April 27: Attended Chair/Vice Chair meeting



## BOARD OF EDUCATION

### DECISION REPORT

**DATE:** May 12, 2020  
**TO:** Board of Education  
**FROM:** Gerry Slykhuis, Secretary Treasurer  
**RE:** **2020-21 ANNUAL BUDGET – 1<sup>ST</sup> READING**

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#### **RECOMMENDATION:**

THAT the Board of Education approve the first reading of 2020-20210 Annual Budget Bylaw at the May 12, 2019 Regular Board Meeting in the amount of \$161,886,572.

#### **BACKGROUND:**

Included in this package is the Ministry of Education Budget Template document – this is the main budget document and bylaw for 1<sup>st</sup> reading. Also being introduced is a new 3-Year Budget Projection template.

Annual Budget

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

June 30, 2021

# School District No. 33 (Chilliwack)

June 30, 2021

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

## ANNUAL BUDGET BYLAW

A Bylaw of THE BOARD OF EDUCATION OF SCHOOL DISTRICT NO. 33 (CHILLIWACK) (called the "Board") to adopt the Annual Budget of the Board for the fiscal year 2020/2021 pursuant to section 113 of the *School Act*, R.S.B.C., 1996, c. 412 as amended from time to time (called the "Act").

1. Board has complied with the provisions of the Act respecting the Annual Budget adopted by this bylaw.
2. This bylaw may be cited as School District No. 33 (Chilliwack) Annual Budget Bylaw for fiscal year 2020/2021.
3. The attached Statement 2 showing the estimated revenue and expense for the 2020/2021 fiscal year and the total budget bylaw amount of \$161,886,572 for the 2020/2021 fiscal year was prepared in accordance with the *Act*.
4. Statement 2, 4 and Schedules 2 to 4 are adopted as the Annual Budget of the Board for the fiscal year 2020/2021.

READ A FIRST TIME THE \_\_\_\_\_ DAY OF \_\_\_\_\_, 2020;

READ A SECOND TIME THE \_\_\_\_\_ DAY OF \_\_\_\_\_, 2020;

READ A THIRD TIME, PASSED AND ADOPTED THE \_\_\_\_\_ DAY OF \_\_\_\_\_, 2020;

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**Chairperson of the Board**

**( Corporate Seal )**

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**Secretary Treasurer**

I HEREBY CERTIFY this to be a true original of School District No. 33 (Chilliwack) Annual Budget Bylaw 2020/2021, adopted by the Board the \_\_\_\_\_ DAY OF \_\_\_\_\_, 2020.

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**Secretary Treasurer**

# School District No. 33 (Chilliwack)

Statement 2

Annual Budget - Revenue and Expense

Year Ended June 30, 2021

	2021 Annual Budget	2020 Amended Annual Budget
<b>Ministry Operating Grant Funded FTE's</b>		
School-Age	14,090,150	13,964,157
Adult	45,000	62,688
Other	73,750	49,297
<b>Total Ministry Operating Grant Funded FTE's</b>	<b>14,208,900</b>	<b>14,076,142</b>
<b>Revenues</b>	\$	\$
Provincial Grants		
Ministry of Education	145,727,138	144,821,716
Other	150,000	150,000
Tuition	1,693,521	1,557,521
Other Revenue	6,085,733	6,085,516
Rentals and Leases	330,000	430,000
Investment Income	310,700	489,000
Amortization of Deferred Capital Revenue	7,220,921	7,001,083
<b>Total Revenue</b>	<b>161,518,013</b>	<b>160,534,836</b>
<b>Expenses</b>		
Instruction	128,726,079	129,228,655
District Administration	4,398,031	4,458,635
Operations and Maintenance	23,844,109	23,453,582
Transportation and Housing	4,379,053	4,192,781
<b>Total Expense</b>	<b>161,347,272</b>	<b>161,333,653</b>
<b>Net Revenue (Expense)</b>	<b>170,741</b>	<b>(798,817)</b>
<b>Budgeted Allocation (Retirement) of Surplus (Deficit)</b>	<b>252,874</b>	<b>1,884,278</b>
<b>Budgeted Surplus (Deficit), for the year</b>	<b>423,615</b>	<b>1,085,461</b>
<b>Budgeted Surplus (Deficit), for the year comprised of:</b>		
Operating Fund Surplus (Deficit)		
Special Purpose Fund Surplus (Deficit)		
Capital Fund Surplus (Deficit)	423,615	1,085,461
<b>Budgeted Surplus (Deficit), for the year</b>	<b>423,615</b>	<b>1,085,461</b>

# Other Funds

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

# School District No. 33 (Chilliwack)

Statement 2

Annual Budget - Revenue and Expense

Year Ended June 30, 2021

	2021 Annual Budget	2020 Amended Annual Budget
<b>Budget Bylaw Amount</b>		
Operating - Total Expense	138,439,246	137,375,482
Special Purpose Funds - Total Expense	12,783,812	14,053,641
Capital Fund - Total Expense	10,124,214	9,904,530
Capital Fund - Tangible Capital Assets Purchased from Local Capital	539,300	1,201,300
<b>Total Budget Bylaw Amount</b>	<b>161,886,572</b>	<b>162,534,953</b>

Approved by the Board

Signature of the Chairperson of the Board of Education	Date Signed
Signature of the Superintendent	Date Signed
Signature of the Secretary Treasurer	Date Signed

**DRAFT**

**DRAFT** - Not Finalized

April 27, 2020 8:35

# School District No. 33 (Chilliwack)

Statement 4

Annual Budget - Changes in Net Financial Assets (Debt)

Year Ended June 30, 2021

	2021 Annual Budget \$	2020 Amended Annual Budget \$
<b>Surplus (Deficit) for the year</b>	<b>170,741</b>	<b>(798,817)</b>
<b>Effect of change in Tangible Capital Assets</b>		
Acquisition of Tangible Capital Assets		
From Local Capital	(539,300)	(1,201,300)
From Deferred Capital Revenue	(18,092,335)	(1,652,933)
<b>Total Acquisition of Tangible Capital Assets</b>	<b>(18,631,635)</b>	<b>(2,854,233)</b>
Amortization of Tangible Capital Assets	8,336,606	8,116,922
<b>Total Effect of change in Tangible Capital Assets</b>	<b>(10,295,029)</b>	<b>5,262,689</b>
	-	-
<b>(Increase) Decrease in Net Financial Assets (Debt)</b>	<b>(10,124,288)</b>	<b>4,463,872</b>



# School District No. 33 (Chilliwack)

Schedule 2

Annual Budget - Operating Revenue and Expense

Year Ended June 30, 2021

	2021 Annual Budget \$	2020 Amended Annual Budget \$
<b>Revenues</b>		
Provincial Grants		
Ministry of Education	134,683,418	132,511,467
Other	150,000	150,000
Tuition	1,693,521	1,557,521
Other Revenue	2,587,733	2,587,516
Rentals and Leases	330,000	430,000
Investment Income	281,000	456,000
<b>Total Revenue</b>	<b>139,725,672</b>	<b>137,692,504</b>
<b>Expenses</b>		
Instruction	116,398,798	115,631,545
District Administration	4,398,031	4,458,635
Operations and Maintenance	13,825,160	13,556,769
Transportation and Housing	3,817,257	3,728,533
<b>Total Expense</b>	<b>138,439,246</b>	<b>137,375,482</b>
<b>Net Revenue (Expense)</b>	<b>1,286,426</b>	<b>317,022</b>
<b>Budgeted Prior Year Surplus Appropriation</b>	<b>252,874</b>	<b>1,884,278</b>
<b>Net Transfers (to) from other funds</b>		
Local Capital	(539,300)	(1,201,300)
Other	(1,000,000)	(1,000,000)
<b>Total Net Transfers</b>	<b>(1,539,300)</b>	<b>(2,201,300)</b>
<b>Budgeted Surplus (Deficit), for the year</b>	<b>-</b>	<b>-</b>

# Operating Budget Comparisons

19/20 Amended vs.  
20/21 Preliminary

	Revenues	Expenses	Net Revenue (Expense)
<b>Amended 19/20 Budget</b>	\$ 137,692,504	\$ 137,375,482	\$ 317,022
<b>Changes</b>			
Enrolment	2,033,939		2,033,939
MoEd Funding Rate Char	1,110,548		1,110,548
Other MoEd Funding	(1,004,536)		(1,004,536)
Other Revenues	(106,783)	-	(106,783)
Wage Increases	-	785,746	(785,746)
Staffing Changes	-	987,831	(987,831)
Benefits	-	(11,922)	11,922
One Time Costs	-	97,000	(97,000)
Other Expenses	-	(794,890)	794,890
<b>Preliminary 20/21 Budget</b>	\$ 139,725,672	\$ 138,439,247	\$ 1,286,425
Local Capital Purchases			(539,300)
Transfer for Southside School			(1,000,000)
Transfer from Internally Restricted			252,875
Transfer from Reserves			-
<b>Budgeted Surplus (Deficit), for the Year</b>			<b>\$ 0</b>

# Capital Expenditures

## Preliminary Budget

	Preliminary Budget
<b><u>Capital Expenditures:</u></b>	
Truck (1 ton- Grounds)	\$ 81,000
Large Sander for Dump Truck	28,000
Mower (with snow blower)	51,000
Cube Van (Grounds)	50,000
Snow Plow	10,000
Cube Van (Painters)	60,000
Cube Van (Carpenters)	60,000
Cube Van (HVAC)	65,000
Vehicle -1	(50,000)
Auto Scrubbers x 3	51,300
Software	43,000
Hardware	90,000
New Portables	-
	<u>\$ 539,300</u>

# Reserve Summary

## 2020/21 Preliminary Annual Budget

	Ending Balance Jun.30/15	Ending Balance Jun.30/16	Ending Balance Jun.30/17	Ending Balance Jun.30/18	Ending Balance Jun.30/19	Budgeted Balance Jun.30/20	Budgeted Balance Jun.30/21
<b>UNRESTRICTED:</b>							
Unrestricted Surplus	2,684,122	2,640,519	4,650,712	5,272,913	2,208,342	576,939	576,939
Local Capital	1,147,904	1,156,851	1,357,588	292,715	1,293,334	2,293,334	3,293,334
	3,832,026	3,797,370	6,008,300	5,565,628	3,501,676	2,870,273	3,870,273

### Outstanding Major Capital Commitments:

Southside School Project	4,528,301
Vedder Elementary Addition Project	500,000
	<u>5,028,301</u>

# School District No. 33 (Chilliwack)

Schedule 2A

Annual Budget - Schedule of Operating Revenue by Source

Year Ended June 30, 2021

	2021 Annual Budget \$	2020 Amended Annual Budget \$
<b>Provincial Grants - Ministry of Education</b>		
Operating Grant, Ministry of Education	135,585,250	132,279,299
ISC/LEA Recovery	(2,292,396)	(2,292,396)
Other Ministry of Education Grants		
Pay Equity	864,624	864,624
Funding for Graduated Adults	40,000	40,000
Transportation Supplement	329,456	329,456
Carbon Tax Grant		111,000
Employer Health Tax Grant		1,055,000
Support Staff Benefits Grant	142,484	110,484
FSA Marking	14,000	14,000
<b>Total Provincial Grants - Ministry of Education</b>	<b>134,683,418</b>	<b>132,511,467</b>
<b>Provincial Grants - Other</b>	<b>150,000</b>	<b>150,000</b>
<b>Tuition</b>		
International and Out of Province Students	1,693,521	1,557,521
<b>Total Tuition</b>	<b>1,693,521</b>	<b>1,557,521</b>
<b>Other Revenues</b>		
Funding from First Nations	2,292,396	2,292,396
Miscellaneous		
Distance Ed, Textbook & Course Fees	5,000	5,000
Bus Fees	135,000	135,000
Energy program	30,000	30,000
Other Miscellaneous	125,337	125,120
<b>Total Other Revenue</b>	<b>2,587,733</b>	<b>2,587,516</b>
<b>Rentals and Leases</b>	<b>330,000</b>	<b>430,000</b>
<b>Investment Income</b>	<b>281,000</b>	<b>456,000</b>
<b>Total Operating Revenue</b>	<b>139,725,672</b>	<b>137,692,504</b>

# School District No. 33 (Chilliwack)

Schedule 2B

Annual Budget - Schedule of Operating Expense by Object  
Year Ended June 30, 2021

	2021 Annual Budget	2020 Amended Annual Budget
	\$	\$
<b>Salaries</b>		
Teachers	58,991,417	58,627,978
Principals and Vice Principals	8,044,146	7,747,273
Educational Assistants	11,970,228	11,622,485
Support Staff	12,921,868	12,877,062
Other Professionals	3,166,928	3,129,809
Substitutes	5,233,078	5,272,204
<b>Total Salaries</b>	<b>100,327,665</b>	<b>99,276,811</b>
<b>Employee Benefits</b>	<b>23,542,800</b>	<b>23,367,309</b>
<b>Total Salaries and Benefits</b>	<b>123,870,465</b>	<b>122,644,120</b>
<b>Services and Supplies</b>		
Services	3,467,882	3,445,503
Student Transportation	54,000	17,000
Professional Development and Travel	1,095,132	1,100,626
Rentals and Leases	31,500	32,029
Dues and Fees	292,780	344,360
Insurance	289,000	284,748
Supplies	6,824,195	7,027,804
Utilities	2,514,292	2,479,292
<b>Total Services and Supplies</b>	<b>14,568,781</b>	<b>14,731,362</b>
<b>Total Operating Expense</b>	<b>138,439,246</b>	<b>137,375,482</b>

# School District No. 33 (Chilliwack)

Schedule 2C

Annual Budget - Operating Expense by Function, Program and Object

Year Ended June 30, 2021

	Teachers Salaries	Principals and Vice Principals Salaries	Educational Assistants Salaries	Support Staff Salaries	Other Professionals Salaries	Substitutes Salaries	Total Salaries
	\$	\$	\$	\$	\$	\$	\$
<b>1 Instruction</b>							
1.02 Regular Instruction	47,608,877	725,945	7,239	572,151		3,780,490	52,694,702
1.03 Career Programs	80,750			512,606	88,285	1,154	682,795
1.07 Library Services	1,160,004	74,265		119,302		40,351	1,393,922
1.08 Counselling	1,905,650	61,888				25,857	1,993,395
1.10 Special Education	6,416,546	870,762	10,708,806	64,401		566,463	18,626,978
1.30 English Language Learning	841,275	92,832				8,347	942,454
1.31 Indigenous Education	663,795		1,254,183	9,029	88,285	95,346	2,110,638
1.41 School Administration		5,867,798		2,425,493	403,588	99,232	8,796,111
1.60 Summer School	88,503	41,216					129,719
1.61 Continuing Education	107,531						107,531
1.62 International and Out of Province Students	118,486	123,776		22,614		3,558	268,434
1.64 Other				83,993	99,343		183,336
<b>Total Function 1</b>	<b>58,991,417</b>	<b>7,858,482</b>	<b>11,970,228</b>	<b>3,809,589</b>	<b>679,501</b>	<b>4,620,798</b>	<b>87,930,015</b>
<b>4 District Administration</b>							
4.11 Educational Administration					689,409		689,409
4.40 School District Governance					157,999		157,999
4.41 Business Administration		185,664		570,252	1,143,315		1,899,231
<b>Total Function 4</b>	<b>-</b>	<b>185,664</b>	<b>-</b>	<b>570,252</b>	<b>1,990,723</b>	<b>-</b>	<b>2,746,639</b>
<b>5 Operations and Maintenance</b>							
5.41 Operations and Maintenance Administration				80,735	407,297		488,032
5.50 Maintenance Operations				5,796,288		388,928	6,185,216
5.52 Maintenance of Grounds				658,547			658,547
5.56 Utilities							-
<b>Total Function 5</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>6,535,570</b>	<b>407,297</b>	<b>388,928</b>	<b>7,331,795</b>
<b>7 Transportation and Housing</b>							
7.41 Transportation and Housing Administration				167,957	89,407		257,364
7.70 Student Transportation				1,838,500		223,352	2,061,852
<b>Total Function 7</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>2,006,457</b>	<b>89,407</b>	<b>223,352</b>	<b>2,319,216</b>
<b>9 Debt Services</b>							
<b>Total Function 9</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total Functions 1 - 9</b>	<b>58,991,417</b>	<b>8,044,146</b>	<b>11,970,228</b>	<b>12,921,868</b>	<b>3,166,928</b>	<b>5,233,078</b>	<b>100,327,665</b>

**DRAFT** - Not Finalized

April 27, 2020 8:35

# School District No. 33 (Chilliwack)

Schedule 2C

Annual Budget - Operating Expense by Function, Program and Object

Year Ended June 30, 2021

	Total Salaries	Employee Benefits	Total Salaries and Benefits	Services and Supplies	2021 Annual Budget	2020 Amended Annual Budget
	\$	\$	\$	\$	\$	\$
<b>1 Instruction</b>						
1.02 Regular Instruction	52,694,702	12,288,405	64,983,107	5,146,719	70,129,826	69,944,225
1.03 Career Programs	682,795	169,177	851,972	420,094	1,272,066	1,336,432
1.07 Library Services	1,393,922	330,029	1,723,951	137,576	1,861,527	1,859,523
1.08 Counselling	1,993,395	469,740	2,463,135		2,463,135	2,459,935
1.10 Special Education	18,626,978	4,699,455	23,326,433	607,580	23,934,013	23,675,106
1.30 English Language Learning	942,454	219,996	1,162,450	27,802	1,190,252	1,185,644
1.31 Indigenous Education	2,110,638	521,624	2,632,262	822,416	3,454,678	3,350,871
1.41 School Administration	8,796,111	1,901,212	10,697,323	150,893	10,848,216	10,638,977
1.60 Summer School	129,719	29,305	159,024	3,630	162,654	137,273
1.61 Continuing Education	107,531	25,583	133,114	6,500	139,614	140,023
1.62 International and Out of Province Students	268,434	59,671	328,105	350,979	679,084	638,879
1.64 Other	183,336	40,993	224,329	39,404	263,733	264,657
<b>Total Function 1</b>	<b>87,930,015</b>	<b>20,755,190</b>	<b>108,685,205</b>	<b>7,713,593</b>	<b>116,398,798</b>	<b>115,631,545</b>
<b>4 District Administration</b>						
4.11 Educational Administration	689,409	130,341	819,750	182,008	1,001,758	951,660
4.40 School District Governance	157,999	9,258	167,257	141,314	308,571	318,692
4.41 Business Administration	1,899,231	396,807	2,296,038	791,664	3,087,702	3,188,283
<b>Total Function 4</b>	<b>2,746,639</b>	<b>536,406</b>	<b>3,283,045</b>	<b>1,114,986</b>	<b>4,398,031</b>	<b>4,458,635</b>
<b>5 Operations and Maintenance</b>						
5.41 Operations and Maintenance Administration	488,032	97,086	585,118	224,600	809,718	783,719
5.50 Maintenance Operations	6,185,216	1,432,868	7,618,084	1,751,260	9,369,344	9,066,833
5.52 Maintenance of Grounds	658,547	175,759	834,306	297,500	1,131,806	1,226,925
5.56 Utilities	-		-	2,514,292	2,514,292	2,479,292
<b>Total Function 5</b>	<b>7,331,795</b>	<b>1,705,713</b>	<b>9,037,508</b>	<b>4,787,652</b>	<b>13,825,160</b>	<b>13,556,769</b>
<b>7 Transportation and Housing</b>						
7.41 Transportation and Housing Administration	257,364	60,166	317,530	81,550	399,080	389,429
7.70 Student Transportation	2,061,852	485,325	2,547,177	871,000	3,418,177	3,339,104
<b>Total Function 7</b>	<b>2,319,216</b>	<b>545,491</b>	<b>2,864,707</b>	<b>952,550</b>	<b>3,817,257</b>	<b>3,728,533</b>
<b>9 Debt Services</b>						
<b>Total Function 9</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total Functions 1 - 9</b>	<b>100,327,665</b>	<b>23,542,800</b>	<b>123,870,465</b>	<b>14,568,781</b>	<b>138,439,246</b>	<b>137,375,482</b>

**DRAFT** - Not Finalized

April 27, 2020 8:35



# School District No. 33 (Chilliwack)

Schedule 3

Annual Budget - Special Purpose Revenue and Expense  
Year Ended June 30, 2021

	2021 Annual Budget	2020 Amended Annual Budget
	\$	\$
<b>Revenues</b>		
Provincial Grants		
Ministry of Education	9,256,112	10,522,641
Other Revenue	3,498,000	3,498,000
Investment Income	29,700	33,000
<b>Total Revenue</b>	<b>12,783,812</b>	<b>14,053,641</b>
<b>Expenses</b>		
Instruction	12,327,281	13,597,110
Operations and Maintenance	456,531	456,531
<b>Total Expense</b>	<b>12,783,812</b>	<b>14,053,641</b>
<b>Budgeted Surplus (Deficit), for the year</b>	<b>-</b>	<b>-</b>

# Special Purpose Funds

## Summary of Changes

Special Purpose Funds Summary of Changes			
Fund	2019-20 Amended	Change	2020-21 Preliminary
Classroom Enhancement Funds	8,600,065	(992,908)	7,607,157
School & Scholarship Funds	3,531,000	(3,300)	3,527,700
Community Funds	1,303,312	(110,888)	1,192,424
Annual Facilities Grant	456,531	0	456,531
FN Student Transportation	126,677	(126,677)	0
Mental Health in Schools	26,500	(26,500)	0
Changing Results for Young Children	9,556	(9,556)	0
	\$14,053,641	\$(1,269,829)	\$12,783,812

# School District No. 33 (Chilliwack)

Schedule 3A

Annual Budget - Changes in Special Purpose Funds

Year Ended June 30, 2021

	Annual Facility Grant	Learning Improvement Fund	Scholarships and Bursaries	School Generated Funds	Strong Start	Ready, Set, Learn	OLEP	CommunityLINK	Classroom Enhancement Fund - Overhead
	\$	\$	\$	\$	\$		\$	\$	\$
<b>Deferred Revenue, beginning of year</b>	-	-	226,409	1,023,229	-	-	-	-	-
<b>Add:</b> Restricted Grants									
Provincial Grants - Ministry of Education	456,531	490,428			224,000	49,000	131,292	722,132	390,638
Other			70,000	3,428,000					
Investment Income			4,500	25,200					
	456,531	490,428	74,500	3,453,200	224,000	49,000	131,292	722,132	390,638
<b>Less:</b> Allocated to Revenue	456,531	490,428	74,500	3,453,200	224,000	49,000	131,292	722,132	390,638
<b>Deferred Revenue, end of year</b>	-	-	<b>226,409</b>	<b>1,023,229</b>	-	-	-	-	-
<b>Revenues</b>									
Provincial Grants - Ministry of Education	456,531	490,428			224,000	49,000	131,292	722,132	390,638
Other Revenue			70,000	3,428,000					
Investment Income			4,500	25,200					
	456,531	490,428	74,500	3,453,200	224,000	49,000	131,292	722,132	390,638
<b>Expenses</b>									
Salaries									
Teachers							15,650		
Principals and Vice Principals						24,755			111,398
Educational Assistants		386,030						522,651	
Support Staff					164,301				72,132
Other Professionals									9,139
Substitutes							783		135,856
	-	386,030	-	-	164,301	24,755	16,433	522,651	328,525
Employee Benefits		104,398			43,194	4,954	3,724	135,701	45,569
Services and Supplies	456,531		74,500	3,453,200	16,505	19,291	111,135	63,780	16,544
	456,531	490,428	74,500	3,453,200	224,000	49,000	131,292	722,132	390,638
<b>Net Revenue (Expense)</b>	-	-	-	-	-	-	-	-	-

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

Annual Budget - Changes in Special Purpose Funds

Year Ended June 30, 2021

Schedule 3A

	Classroom Enhancement Fund - Staffing	After School Sports Initiatives	TOTAL
	\$	\$	\$
<b>Deferred Revenue, beginning of year</b>	-		1,249,638
<b>Add:</b> Restricted Grants			
Provincial Grants - Ministry of Education	6,726,091	66,000	9,256,112
Other			3,498,000
Investment Income			29,700
	6,726,091	66,000	12,783,812
<b>Less:</b> Allocated to Revenue	6,726,091	66,000	12,783,812
<b>Deferred Revenue, end of year</b>	-	-	1,249,638
<b>Revenues</b>			
Provincial Grants - Ministry of Education	6,726,091	66,000	9,256,112
Other Revenue			3,498,000
Investment Income			29,700
	6,726,091	66,000	12,783,812
<b>Expenses</b>			
Salaries			
Teachers	5,160,116		5,175,766
Principals and Vice Principals			136,153
Educational Assistants			908,681
Support Staff			236,433
Other Professionals			9,139
Substitutes			136,639
	5,160,116	-	6,602,811
Employee Benefits	1,565,975		1,903,515
Services and Supplies		66,000	4,277,486
	6,726,091	66,000	12,783,812
<b>Net Revenue (Expense)</b>	-	-	-

# School District No. 33 (Chilliwack)

Schedule 4

Annual Budget - Capital Revenue and Expense

Year Ended June 30, 2021

	2021 Annual Budget			2020 Amended Annual Budget
	Invested in Tangible Capital Assets	Local Capital	Fund Balance	
	\$	\$	\$	\$
<b>Revenues</b>				
Provincial Grants				
Ministry of Education	1,787,608		<b>1,787,608</b>	1,787,608
Amortization of Deferred Capital Revenue	7,220,921		<b>7,220,921</b>	7,001,083
<b>Total Revenue</b>	<b>9,008,529</b>	-	<b>9,008,529</b>	8,788,691
<b>Expenses</b>				
Operations and Maintenance	1,787,608		<b>1,787,608</b>	1,787,608
Amortization of Tangible Capital Assets				
Operations and Maintenance	7,774,810		<b>7,774,810</b>	7,652,674
Transportation and Housing	561,796		<b>561,796</b>	464,248
<b>Total Expense</b>	<b>10,124,214</b>	-	<b>10,124,214</b>	9,904,530
<b>Net Revenue (Expense)</b>	<b>(1,115,685)</b>	-	<b>(1,115,685)</b>	(1,115,839)
<b>Net Transfers (to) from other funds</b>				
Local Capital		539,300	<b>539,300</b>	1,201,300
Transfer to Local Capital for New School		1,000,000	<b>1,000,000</b>	1,000,000
<b>Total Net Transfers</b>	-	<b>1,539,300</b>	<b>1,539,300</b>	2,201,300
<b>Other Adjustments to Fund Balances</b>				
Tangible Capital Assets Purchased from Local Capital	539,300	(539,300)	-	
<b>Total Other Adjustments to Fund Balances</b>	<b>539,300</b>	<b>(539,300)</b>	-	
<b>Budgeted Surplus (Deficit), for the year</b>	<b>(576,385)</b>	<b>1,000,000</b>	<b>423,615</b>	1,085,461



# 3-Year Projections



# Chilliwack School District

## Three Year Budget Projection

OPERATING FUND	Annual Projections 2020/21 to 2022/23		
	2020/21	2021/22	2022/23
<b>REVENUE</b>			
Provincial Grants, Ministry of Education	134,683,418	143,054,933	146,465,833
LEA/Direct Funding From First Nations	2,292,396	2,292,396	2,292,396
Provincial Grants, Other	150,000	150,000	150,000
International Student Tuition	1,693,521	1,732,521	1,762,521
Other Revenue	295,337	290,337	290,337
Rentals & Leases	330,000	336,600	343,300
Investment Income	281,000	251,000	251,000
<b>Total Revenue</b>	<b>139,725,672</b>	<b>148,107,787</b>	<b>151,555,387</b>
<b>EXPENSE</b>			
Salaries			
Teachers	58,991,417	63,991,205	65,413,718
Principals & Vice-Principals	8,044,146	8,331,285	8,331,285
Education Assistants	11,970,228	12,476,454	12,748,245
Support Staff	12,921,868	13,466,230	14,083,798
Other Professionals	3,166,928	3,230,267	3,230,267
Substitutes	5,233,078	5,624,642	5,781,238
Total Salaries	100,327,665	107,120,083	109,588,551
Employee Benefits	23,542,800	25,540,555	27,606,829
Total Salary & Benefits	123,870,465	132,660,638	137,195,380
Services & Supplies	14,568,781	14,663,101	15,014,496
<b>Total Expense</b>	<b>138,439,246</b>	<b>147,323,739</b>	<b>152,209,876</b>
<b>Net Revenue (Expense)</b>	<b>1,286,426</b>	<b>784,048</b>	<b>(654,489)</b>
School Surpluses Included	184,658	184,658	184,658
Ab Ed Surplus	68,216	68,216	68,216
Capital Asset Purchases	(539,300)	(476,300)	(476,300)
Transfer to Capital Reserves	(1,000,000)	(1,200,000)	-
<b>Surplus (Deficit) for Year</b>	<b>0</b>	<b>(639,378)</b>	<b>(877,915)</b>

# Chilliwack School District

## Three Year Budget Projection

OPERATING FUND	Annual Projections 2020/21 to 2022/23		
	2020/21	2021/22	2022/23
<b>SERVICE &amp; SUPPLIES BREAKDOWN:</b>			
Services	3,467,882	3,465,882	3,564,882
Student Transportation	54,000	54,000	54,000
Professional Development & Travel	1,095,132	1,095,132	1,095,132
Rentals & Leases	31,500	31,500	31,500
Dues & Fees	292,780	292,780	292,780
Insurance	289,000	292,000	302,000
Supplies	6,824,195	6,877,515	6,997,910
Utilities	2,514,292	2,554,292	2,676,292
<b>Total Services &amp; Supplies</b>	<b>14,568,781</b>	<b>14,663,101</b>	<b>15,014,496</b>



# 3-Year Budget Projections

Changes 2021/22

	Revenues	Expenses	Net Revenue (Expense)
<b>2020/21 Prelim. Budget</b>	\$ 139,725,672	\$ 138,439,246	\$ 1,286,426
<b><u>Changes (2021/22)</u></b>			
Enrolment	3,315,663	2,147,075	1,168,588
Wage Increases	5,055,852	5,326,635	(270,783)
Benefit Rates	-	848,758	(848,758)
New Schools/Space	-	600,127	(600,127)
Other Revenue	10,600	-	10,600
Other Expenses	-	(38,102)	38,102
	<u>\$ 148,107,787</u>	<u>\$ 147,323,739</u>	784,048
Tfrs from Reserves			252,874
Local Capital Purchases			(476,300)
New School Funding			(1,200,000)
<b><u>2021/22 Projection</u></b>			<u>\$ (639,378)</u>

# 3-Year Budget Projections

## Changes 2022/23

	Revenues	Expenses	Net Revenue (Expense)
<b>2021/22 Projection</b>	\$148,107,787	\$147,323,739	\$ 784,048
<b><u>Changes (2022/23)</u></b>			
Enrolment	3,410,900	2,326,625	1,084,275
Wage Increases	-	-	-
Benefit Rates	-	1,432,075	(1,432,075)
New Schools/Space	-	983,360	(983,360)
Other Revenue	36,700	-	36,700
Other Expenses	-	144,077	(144,077)
	<u>\$151,555,387</u>	<u>\$152,209,876</u>	(654,489)
Tfrs from Reserves			252,874
Local Capital Purchases			(476,300)
New School Funding			-
<b><u>2022/23 Projection</u></b>			<u>\$ (877,915)</u>

## **BOARD OF EDUCATION**

### **DECISION REPORT**

**DATE:** May 12, 2020

**TO:** Board of Education

**FROM:** Rohan Arul-pragasam, Interim Superintendent

**RE:** **SCHEDULE OF BOARD MEETINGS 2020 – 2021**

---

#### **RECOMMENDATION:**

THAT the Board of Education approve one of the following options for the 2020 – 2021 school year Board of Education meetings.

Option 1: Board Meeting Schedule – 13 meetings

Option 2: Board Meeting Schedule – 16 meetings



## BOARD OF EDUCATION MEETINGS 2020 – 2021

### Option 1: 13 Meetings

- |  |                                   |
|--|-----------------------------------|
| 1. September 15, 2020<br>(3 weeks)                     | 8. February 23, 2021<br>(2 weeks) |
| 2. October 6, 2020<br>(4 weeks)                        | 9. March 9, 2021<br>(5 weeks)     |
| 3. November 3, 2020<br>(3 weeks)                       | 10. April 13, 2021<br>(2 weeks)   |
| 4. November 24, 2020<br>(2 weeks)                      | 11. April 27, 2021<br>(3 weeks)   |
| 5. December 8, 2020<br><b>(Elections)</b><br>(5 weeks) | 12. May 18, 2021<br>(4 weeks)     |
| 6. January 12, 2021<br>(3 weeks)                       | 13. June 15, 2021                 |
| 7. February 2, 2021<br>(3 weeks)                       |                                   |



## BOARD OF EDUCATION MEETINGS 2020 – 2021

### Option 2: 16 Meetings

- |  |                                    |
|--|------------------------------------|
| 1. September 15, 2020<br>(2 weeks)                     | 9. February 9, 2021<br>(2 weeks)   |
| 2. September 29, 2020<br>(3 weeks)                     | 10. February 23, 2021<br>(2 weeks) |
| 3. October 20, 2020<br>(2 weeks)                       | 11. March 9, 2021<br>(5 weeks)     |
| 4. November 3, 2020<br>(3 weeks)                       | 12. April 13, 2021<br>(2 weeks)    |
| 5. November 24, 2020<br>(2 weeks)                      | 13. April 27, 2021<br>(2 weeks)    |
| 6. December 8, 2020<br><b>(Elections)</b><br>(5 weeks) | 14. May 11, 2021<br>(3 weeks)      |
| 7. January 12, 2021<br>(2 weeks)                       | 15. June 1, 2021<br>(2 weeks)      |
| 8. January 26, 2021<br>(2 weeks)                       | 16. June 15, 2021                  |

## BOARD OF EDUCATION

### INFORMATION REPORT

**DATE:** May 12, 2020  
**TO:** Board of Education  
**FROM:** Gerry Slykhuis, Secretary Treasurer  
**RE:** **CITY ZONING BYLAW UPDATE – PARKING SPACES**

---

The City of Chilliwack has proposed a new zoning bylaw that significantly impacts school parking requirements. The attached letter was sent to the City providing School District input into the process.



**Chilliwack  
School District**

**Partners in Learning!**

City of Chilliwack  
8550 Young Road  
Chilliwack, BC V2P 8A4

April 30, 2020

Attn: David Blain, Director of Planning and Engineering

Dear Mr. Blain:

**Re: Proposed Zoning Bylaw, File No. 3360**

Thank you for your correspondence dated April 21, 2020 regarding the proposed school parking requirements included in the draft Zoning Bylaw. As part of this review, the City's Engineering Department has proposed significant off-street parking requirements for new schools. As we discussed at our March 20, 2020 conference call, the proposed changes are quite significant, and would make it even more difficult for the School District to construct new schools or additions. They also would do little to alleviate the congestion problem that occurs twice daily.

As you are aware, the schools in this District are significantly over capacity. While the Ministry of Education has been supportive in providing funding for new schools and additions, these large projects take years to undertake, and we have struggled with finding available land in Chilliwack. Any parcels of land that are of sufficient size are located in the Agricultural Land Reserve. We therefore have had to be very creative in utilizing less than optimal properties to create classroom spaces.

For example, the Southside School had some very significant space constraints which required us to be very creative in utilizing every available portion of the site to still meet City requirements for parking and green spaces. As well, the former UFV North property has also required us to come up with a unique school of choice concept because it is a property with limited space and no playing fields. Neither of these schools would come close to meeting the proposed parking requirements.

The proposed requirements are also much higher than neighbouring communities. Attached is a chart comparing the proposed Chilliwack parking requirements versus Langley and Surrey, as well as what the Ministry of Education has in its Building Standards and available funding. The proposed parking requirements for schools in Chilliwack are more than double that of other communities.



While these proposed standards will result in substantial additional costs to any new schools built, this is not our main concern. Our main concern is that this would further limit the possibility of ever finding parcels of land that could accommodate a school. We have recently obtained permission from the Agricultural Land Commission that allows a portion of the former Rosedale School site to be used for a new elementary school. Unfortunately, this permission will no longer be helpful, since the location size would become inadequate should the new parking requirements be passed.

We certainly understand the City's need to plan for adequate parking. However, this City is growing very quickly, and is going to need many new schools in the immediate future and beyond. We need regulations that support this endeavour.

We are thankful per your April 21 letter that you will be modifying the gymnasium/assembly hall requirements. As we discussed, they are duplicate use spaces because students/staff would not be using both classrooms and gymnasiums at the same time.

Also, as previously stated, few of our schools have parking issues. Instead, we have drop off and pick up issues. Twice a day for 15 minutes our sites see traffic congestion while students are dropped off or picked up. This proposed bylaw will do nothing to solve this issue. This has been an issue for many, many years and will continue even if the new parking requirements were implemented. Alternatively, we would suggest that the City continue to require us to have a traffic study as part of the design plan for new schools. We are aligned with the City in our desire to design school spaces that are safe for students, staff and visitors.

Lastly, we would ask that there be a formal process for ensuring that input is requested from the Chilliwack School District for future proposed changes such as these.

Sincerely,

Gerry Slykhuis, CPA, CMA  
Secretary Treasurer, Chilliwack School District #33  
(604) 798-2962  
gerry\_slykhuis@sd33.bc.ca



CITY OF CHILLIWACK - NEW PARKING BY-LAW REVIEW

FEB 24-2020

FEB 24-2020		PROPOSED CHILLIWACK BY-LAW			SURREY BY-LAW			LANGLEY BY-LAW			MINISTRY OF EDUCATION STANDARD						
		BY-LAW REQ'MENT	No. of Classrooms or Area	Stalls required	BY-LAW REQ'MENT	No. of Classrooms or Area	Stalls required	BY-LAW REQ'MENT	No. of Classrooms or Area	Stalls required	BY-LAW REQ'MENT	No. of Classrooms or Area	Stalls required				
NEW BY-LAW FOR PARKING REQUIREMENT																	
Southside School (ELEMENTARY + MIDDLE)	2 space per classroom	2 per classroom	47	94	1.75 per classroom	47	82.25	1 per 20 students	900	45	1 per 20 students	900	45	Stalls provided as per existing by-law	Additional stalls required by new by-law	Additional cost @ \$5500 stall	
	1 space per 10m <sup>2</sup> GROSS FLOOR AREA associated with assembly hall/gymnasium	1 per 10m2 - assembly	1100 m2	110													
	2 space per 40m <sup>2</sup> GROSS FLOOR AREA for offices	2 per 40m2 - office	270 m2	7													
	10 spaces for drop-off	10 - drop-off		10													
	2 spaces for bus loading	2 bus															
Total cars				221	Total cars			91.25	Total cars			135	Total cars			63	
													172			49	\$ 269,500.00
Arts Academy (SECONDARY)	5 spaces per classroom		23	115	3.8 per classroom	23	87.4	1 per 10 students	600	60	1 per 20 students K-10	300	15	Stalls provided as per existing by-law	Additional stalls required by new by-law	Additional cost @ \$5500 stall	
	2 space per 10m <sup>2</sup> GROSS FLOOR AREA associated with assembly hall/gymnasium		600 m2	120													
	2 space per 40m <sup>2</sup> GROSS FLOOR AREA for offices		160 m2	4													
	0 spaces for drop-off		0	0													
	2 spaces for bus loading			2													
Total cars				241	Total cars			96.4	Total cars			120	Total cars			105	
													178			63	\$ 346,500.00

## Surrey By-law

*Public School and*

*Private School*

Elementary	1.75 <i>parking space</i> per classroom; <b>plus</b> 9 <i>parking spaces</i> for drop-off; <b>plus</b> 2 <i>parking spaces</i> for loading/unloading of buses (private schools only).
Secondary	3.8 <i>parking spaces</i> per classroom; <b>plus</b> 9 <i>parking spaces</i> for drop-off; <b>plus</b> 2 <i>parking spaces</i> for loading/unloading of buses ( <i>public schools</i> and <i>private schools</i> ).

## Langley By-law

Elementary / Junior High School

1.0 space per employee plus 1.0 space per 20  
students

Senior High School

1.0 space per employee plus 1.0 space per 10  
students

## Ministry of Education Standards

Asphalt paved parking for:

- one space for every twenty grades K-10 students,
- one space for every ten grades 11 and 12 students,
- one space for every five staff

## **BOARD OF EDUCATION**

### **INFORMATION REPORT**

**DATE:** May 12, 2020  
**TO:** Board of Education  
**FROM:** Gerry Slykhuis, Secretary Treasurer  
**RE:** **QUARTERLY FINANCIAL REPORT**

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The Secretary Treasurer will present the Quarterly Financial Report – March 31, 2020.

## Chilliwack School District

### Quarterly Financial Report - July 1, 2019 to March 31, 2020

OPERATING FUND	Year-to-Date Jul 1, 2019 to Mar 31, 2020				AMENDED ANNUAL BUDGET 2019-2020
	Y-T-D BUDGET 2019/20	July to Mar ACTUALS	Variance Favourable (Unfavourable)	%	
<b>REVENUE</b>					
Provincial Grants, Ministry of Education	93,294,377	93,294,377	-	0.0%	132,511,467
LEA/Direct Funding From First Nations	1,604,677	1,616,601	11,924	0.7%	2,292,396
Provincial Grants, Other	105,000	176,700	71,700	68.3%	150,000
International Student Tuition	1,196,271	1,212,852	16,581	1.4%	1,557,521
Other Revenue	252,096	334,429	82,333	32.7%	295,120
Rentals & Leases	322,500	368,136	45,636	14.2%	430,000
Investment Income	346,000	313,995	(32,005)	-9.3%	456,000
<b>Total Revenue</b>	<b>97,120,921</b>	<b>97,317,090</b>	<b>196,169</b>	<b>0.2%</b>	<b>137,692,504</b>
<b>EXPENSE</b>					
Salaries					
Teachers	41,084,457	41,142,139	(57,682)	-0.1%	58,627,978
Principals & Vice-Principals	5,766,100	5,746,401	19,699	0.3%	7,747,273
Education Assistants	8,159,219	7,917,900	241,319	3.0%	11,622,485
Support Staff	9,558,167	9,541,820	16,347	0.2%	12,877,061
Other Professionals	2,329,439	2,360,030	(30,591)	-1.3%	3,129,810
Substitutes	3,687,646	3,672,472	15,174	0.4%	5,272,204
Total Salaries	70,585,028	70,380,762	204,266	0.3%	99,276,811
Employee Benefits	16,020,931	15,886,824	134,107	0.8%	23,367,309
Total Salary & Benefits	86,605,959	86,267,586	338,373	0.4%	122,644,120
Services & Supplies	11,179,275	11,012,416	166,859	1.5%	14,731,362
<b>Total Expense</b>	<b>97,785,234</b>	<b>97,280,002</b>	<b>505,232</b>	<b>0.5%</b>	<b>137,375,482</b>
<b>Net Revenue (Expense)</b>	<b>(664,313)</b>	<b>37,088</b>	<b>701,401</b>	<b>0.7%</b>	<b>317,022</b>
School Surpluses Included	129,261	129,261	-		184,658
Ab Ed Surplus Included	47,751	47,751	-		68,216
Capital Asset Purchases	(1,016,300)	(1,006,840)	(9,460)		(1,201,300)
<b>Surplus (Deficit) for Year</b>	<b>(1,503,601)</b>	<b>(792,740)</b>	<b>691,941</b>		<b>(631,404)</b>

## Chilliwack School District

### Quarterly Financial Report - July 1, 2019 to March 31, 2020

OPERATING FUND	Year-to-Date Jul 1, 2019 to Mar 31, 2020				AMENDED ANNUAL BUDGET 2019-2020
	Y-T-D BUDGET 2019/20	July to Mar ACTUALS	Variance Favourable (Unfavourable)	%	
SERVICE & SUPPLIES BREAKDOWN:					
Services	2,563,352	2,625,457	(62,105)	-2.4%	3,445,503
Student Transportation	12,647	45,883	(33,236)	-262.8%	17,000
Professional Development & Travel	818,833	849,437	(30,604)	-3.7%	1,100,626
Rentals & Leases	32,029	31,360	669	2.1%	32,029
Dues & Fees	256,194	213,679	42,515	16.6%	344,360
Insurance	282,262	282,624	(362)	-0.1%	284,748
Supplies	5,228,477	5,069,207	159,270	3.0%	7,027,804
Utilities	1,985,481	1,894,769	90,712	4.6%	2,479,292
Total Services & Supplies	11,179,275	11,012,416	166,859	1.5%	14,731,362

May 7, 2020

## **MARCH 31, 2020 QUARTERLY FINANCIAL REPORT**

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

While the pandemic has created tremendous disruptions in our education system, they are not yet reflected in our finances as of this March 31st report. Where we expect a number of impacts over the remainder of the year, we will endeavour to identify them in this report.

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

### **REVENUES:**

**Provincial Grants-Other** – The number of students enrolled in Trades Programs resulted in Industry Training Authority grants being \$71,000 higher than budgeted to date.

**Other Revenues** – Textbook deposits for FVDES have been taken into income totalling \$83,000. Also through some provincial negotiations, we received a refund of \$30,000 from Telus. These were offset by a negative variance in our Energy Rebates of \$23,000, as none have become available to us so far this year.

**Rental & Leases** – This positive variance is mainly due to the timing from renting space for the Federal election this Fall. However, this will be offset by the loss of rents from the tenants of the UFV site effective January 31st when we began our renovations. Also, with the shutdown of sites due to the pandemic, we will not be collecting rents for the remainder of the year. We estimate that we will be under budget by \$62,000 at the end of the year.

**Investment Income** – At the beginning of the year, our cash available for investment was lower than anticipated. Also, the pandemic has reduced the interest rate we earn on invested cash to half of what it was at the beginning of March. We estimate we will be under budget approximately \$70,000 by the end of the year.

### **WAGES & BENEFITS:**

**Teachers** – The variance is very small, but growing slightly each month. We anticipate it to be approximately \$100,000 over budget by the end of the year. Approximately half of this is due to delays in layoffs of FVDES teachers.

**Education Assistants** – The Ab Ed Department is \$87,000 under budget due to staff vacancies and late hires. Also, a number of hires occur throughout the year to deal with urgent issues, as well as for new students that enroll later in the year. The current positive variance is gradually dropping, and we anticipate it to be closer to budget by the end of the year.

**Support Staff** – The positive variance is mainly due to the following staff vacancies:

- i. District Clerical \$39,000
- ii. Bus Drivers \$77,000
- iii. Maintenance \$76,000
- iv. Custodial \$8,000

These were partially offset by Operations Charge-outs being less than budget by \$114,000. Also, Clerical reductions at FVDES didn't fully take effect, putting us over budget by \$35,000. Other School Support staff is over budget by \$28,000.

**Other Professionals** – The unfavourable variance of \$30,000 was mainly due to vacation payouts in January.

**Substitutes** – These are very close to budget, however; we expect that the pandemic will result in a large drop in costs for the remainder of the year.

**Employee Benefits** – Most of the variance is due to the positive variance in salaries, or small differences in the various benefit categories.

#### SERVICES & SUPPLIES EXPENSES:

Services and Supplies have an overall positive variance of \$167,000 or 1.5% of budget. Highlights of the breakdown of this variance are explained below:

**Services** are higher than budget by \$62,000. This is largely due to the following:

- Transportation had start up repair costs to get spare buses into operation which moved their spending closer to the start of the year.
- Maintenance also initiated some projects at the beginning of the year and spending is expected to taper off for the remainder of the year when project work gets charged to Capital.
- There has been a significant increase in usage of our Employee Assistance program.

**Student Transportation** looks significantly over budget as the District is coming to terms with the definition of what this categorization is attempting to capture for the Ministry. Budgets for these types of expenses have normally been accounted for in Supplies.

**Professional Development & Travel** is over budget by \$30,000. The majority of conferences as well as our Family of Schools retreats happened in the Fall this year leading to accelerated spending of the budget.

**Dues & Fees** are lower by \$42,515 due to a few less students taking dual credit courses at UFV than anticipated.

**Supplies** is under budget by \$159,000 attributed primarily to school spending. While schools ramped up spending in the Fall, it appears there was a pullback in spending after December as schools waited to see how the year unfolded. Usually we see an uptick in spending for the last 3 months of the school year as schools prioritize how they want to spend unused funds.

**Utilities** are tracking close to budget. The one exception to this is \$90,000 of savings due to Next Generation Network costs from the Ministry of Education being lower than originally projected.

#### OTHER ITEMS:

We have now added transfers from Reserves and Capital Asset Purchases to the Quarterly Report.

**School Surpluses Included** – With our school-based budgeting, we allow schools to carry over any prior year surplus. This is added to our year end reserves, but gets transferred out for the schools to use in the current year.

**Ab Ed Surplus** – The supplemental AB Ed funding is targeted, and any surplus is treated similarly to school surpluses. It is added to our year end reserves, but gets transferred out for Aboriginal Programs to use in the current year.

**Capital Asset Purchases** – This is for purchases of capital equipment, vehicles and portables. Vehicle purchases are \$43,000 over budget, however; portable purchases are \$50,000 under budget. Due to the coronavirus, two electrostatic sprayers are being purchased that were not in the budget (\$12,000).



## **BOARD OF EDUCATION**

### **INFORMATION REPORT**

**DATE:** May 12, 2020  
**TO:** Board of Education  
**FROM:** Jared Mumford, Budget Committee Chair  
**RE:** **BUDGET COMMITTEE REPORT**

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The Board of Education received the Budget Committee Report of May 7, 2020.

# Minutes



## REPORT OF THE BUDGET COMMITTEE

Meeting Held Thursday, May 7, 2020 – 4:00 p.m.

Remotely – via Zoom

### Attendance:

Committee Members:	Jared Mumford Willow Reichelt Daisy Dai Andrew Unruh Heather Attridge Allan Van Tassel Gail Point Ed Klettke Tatiana Hochstetter Dale Obirek Mace MacGowan	Chair Trustee Community Rep Community Rep DPAC Management Group Ab Ed Advisory Committee CTA Student Rep – SSS CUPE Student Rep –CSS
Staff:	Rohan Arul-pragasam Gerry Slykhuis Mark Friesen Talana McNally	Acting Superintendent Secretary Treasurer Assistant Secretary Treasurer Executive Assistant (Recorder)
Regrets:	Darrell Furgason Reid Clark Gabe D'Archangelo Michelle McGrath Muskan Gill	Trustee CTA CPVPA DPAC Student Rep – SSS
Also in Attendance:	David Swankey Barry Neufeld	Trustee Trustee

### 1. Call to Order

Chair Mumford called the meeting to order at 4:03 p.m.

### 2. Approval of Agenda

Mover: Willow Reichelt

Seconder: Allan van Tassel

THAT the agenda be approved as circulated.

CARRIED

3. **Approval of Minutes**

Mover: Willow Reichelt

Seconder: Daisy Dai

THAT the minutes of the April 2, 2020 meeting be approved as circulated.

CARRIED

4. **Public Budget Presentation Debrief**

Committee members provided feedback on the Public Budget Presentation held April 7, 2020 remotely via Zoom during the regular Board meeting. The following comments/suggestions were made:

- The graphics are very helpful to explain the differences from the prior year
- Look at deconstructing the non-contractual spending and explain the items that make it up

5. **March Quarterly Financial Report**

The Secretary Treasurer presented the March Quarterly Financial Report indicating a favourable variance to budget of \$691,941. This is 0.7% of our year to date budget. This is a variance to budget, not a surplus, as we budgeted for a \$631,404 deficit this year. The Assistant Secretary Treasurer reviewed the Service and Supplies breakdown.

6. **Preliminary Budget 2020/21**

The Secretary Treasurer and Assistant Secretary Treasurer presented the 2020/21 Annual Budget showing an annual budget amount of \$161,886,572.

The Secretary Treasurer reviewed Operating budget comparisons for the 19/20 Amended vs. 20/21 Preliminary budgets. Included in the budget are local Capital purchases of \$540,000 and \$1.0 million in Reserve transfers for the new Southside School. The Operating budget will be balanced through the utilization of \$252,875 from Internally Restricted funds.

The Assistant Secretary Treasurer reviewed the Reserve Summary and Special Purpose funds. The 2020/21 budget will be presented to the Board of Education on May 12, 2020 for first reading.

7. **3-Year Projections**

There is a new recommendation from the Ministry of Education in the Funding Model Review that school districts develop three-year financial projections. The Secretary Treasurer presented the three-year projections, showing a balanced budget in 2020/21, a deficit of \$639,378 in 2021/22, and a deficit of \$877,915 2022/23. These projected deficits are largely due to increases in benefit rates as well as some operating costs for the two new schools.

8. **Adjournment**

The meeting was adjourned at 4:55 p.m.

DRAFT

## **MEETING SUMMARIES**

### **In-Camera Meeting – April 28, 2020**

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

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

1. HR Report
2. BCPSEA Report
3. 2020 – 2021 Local School Calendar
4. PVP Assignments

### **Special In-Camera Meeting – May 4, 2020**

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

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

1. Legal Opinion Regarding Conflict Trustees