



**Chilliwack  
School District**

# **THE BOARD OF EDUCATION**

**School District #33 (Chilliwack)**

## **Regular Public Board Meeting**

**(Recorded)**

### **AGENDA**

**January 26, 2021**

**7:00 pm**

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#### **1. CALL TO ORDER – Zoom Webinar**

- 1.1. Call to Order – **Welcome, Acknowledgment of Traditional Stó:lō Territory and Diversity Statement**
- 1.2. Adoption of the Agenda  
(THAT the agenda be adopted as circulated.)
- 1.3. Approval of the Minutes  
(THAT the minutes of the January 12, 2021 Regular Board Meeting be approved as circulated.)

#### **2. PRESENTATION**

- 2.1. Strategic Plan Update: Equity Scan

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

#### **4. ACTION ITEMS**

- 4.1. Sardis Secondary Field Naming: Rick Klassen Field
- 4.2. Policy Renovation Project: Sections 100 & 200
- 4.3. 2020 – 2021 Amended Annual Budget: 1st Reading
- 4.4. Board Child Care Policy Development
- 4.5. Inclusive Education Advisory Committee: Terms of Reference

#### **5. INFORMATION ITEMS**

- 5.1. Budget Committee Report
- 5.2. Quarterly Financial Report
- 5.3. Board Self-Evaluation Report

- 5.4. Strategic Plan Refresh Update
- 5.5. COVID-19 Update
- 5.6. BCSTA Report
- 5.7. Meeting Summaries
- 5.8. **Next Board of Education Meeting: February 9, 2021 at 7:00 p.m.**

**6. PUBLIC PARTICIPATION – QUESTIONS CONCERNING THE AGENDA**

**7. ADJOURNMENT**



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

**Date of Meeting:** Tuesday, January 12, 2021

**Location:** Zoom Webinar

**Members Present:**

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

**Staff Present:**

Interim Superintendent	Mr. R. Arul-pragasam
Secretary Treasurer	Mr. G. Slykhuis
Assistant Superintendent	Ms. P. Jordan
Assistant Superintendent	Mr. K. Savage
Director of Instruction (Acting)	Mr. D. Manuel
Audio-Video/Desktop Foreman	Mr. M. Bakker

**Observers:**

Ministry Special Advisor	Justice L. Smith
Ministry Special Advisor	Mr. M. McKay

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**1. CALL TO ORDER – Zoom Webinar**

**1.1. Call to Order**

The Board Chair called the meeting to order at 7:04 p.m. – **Welcome, Acknowledgment of Traditional Stó:lō Territory and Diversity Statement**

**Statement on Ministry of Education Special Advisors by Chair Reichelt:**

On December 21, 2020 Minister of Education Jennifer Whiteside appointed Lynn Smith and Mike McKay as special advisors. The special advisors will be interviewing members of the Board, staff, partners and the wider community. They may sit in on Board meetings and policy sessions. They will be submitting their final report and recommendations to the Minister by February 26, 2021. The Chilliwack Board of Education welcomes Lynn and Mike to SD33 and we look forward to reading their report and recommendations.

**Statement on Trustee Neufeld by Vice-Chair Mumford:**

During the in-camera meeting that took place earlier today, the Chilliwack Board of Education made the decision to censure Trustee Barry Neufeld and request his resignation from the Chilliwack Board of Education for the social media post made on Thursday, November 19th, 2020. This post was a violation of Board Policy 205: Code of Ethics for Trustees.

**1.2. Adoption of the Agenda**

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

THAT the agenda be adopted as circulated.

**CARRIED**

**1.3. Approval of the Minutes**

**321.21** Moved by: Trustee Mumford  
Seconded by: Trustee Maahs

THAT the minutes of the December 8, 2020 Regular Public Board Meeting be approved as circulated.

**CARRIED**

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

**2. PRESENTATIONS**

**2.1. Rick Klassen Field Naming Delegation**

Dan Heisler, Brad Geary and George Chayka presented to the Board of Education regarding proposed naming of the Sardis Secondary playing field.

**2.2. Strategic Plan Update: Imagine High Visioning and Planning**

Brooke Haller and Janet Carrol presented on Imagine High Visioning and Planning progress.

<b>Priority</b>	Improving student achievement and well-being through high quality instruction (Instruction).
<b>Goal</b>	To increase students' abilities to apply critical, creative and reflective thinking.
<b>Strategy</b>	Establish New Integrated Arts & Technology School: Create a world class school for Chilliwack students at the secondary level in the area of integrated arts and technology.

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

Comments/Questions were received regarding the following:

- Sardis Secondary PAC fundraising for goal posts.



**4. ACTION ITEMS****4.1. 2021 – 2022 Local School Calendar**

**Trustees Reichelt and Swankey recused themselves from discussion and voting on the Local School Calendar.**

**322.21** Moved by: Trustee Mumford  
Seconded by: Trustee Furgason

THAT the Board of Education approve the 2021 – 2022 Local School Calendar as presented.

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

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

THAT the Board of Education write a letter to the Ministry outlining the lack of consistency we face every year along with the wishes of the community for continuity in the hopes this annual situation regarding the school calendar can be resolved.

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

**5. INFORMATION ITEMS****5.1. Framework for Enhancing Student Learning (FESL) Policy Update**

Interim Superintendent Rohan Arul-pragasam provided an update on the Framework for Enhancing Student Learning (FESL) Policy.

**5.2. Ford Mountain Continuing Education Program**

Interim Superintendent Rohan Arul-pragasam and Principal Sean Wicker provided an update regarding the Adult Dogwood Graduation Program that is currently being offered as a Continuing Education class during the day at Ford Mountain Correctional Centre (FMCC), a medium security protective custody facility managed by BC Corrections.

**5.3. COVID 19 Update**

Interim Superintendent Rohan Arul-pragasam, Assistant Superintendents Paula Jordan and Kirk Savage, and Director of Instruction David Manuel provided an update on COVID-19 in the Chilliwack School District.

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

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

**CARRIED**

**5.4. BCSTA Report**

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

**5.5. Meeting Summaries****December 8, 2020 Committee of the Whole Meeting Summary**

Trustees: Willow Reichelt, Jared Mumford, Darrell Furgason, Heather Maahs, David Swankey

Staff: Rohan Arul-pragasam, Gerry Slykhuis

1. Board Self-Evaluation
2. Trustee Reports
3. Partner Meetings – Dates
4. COVID 19 Funding Letter
5. Trustee Social Media

**December 8, 2020 In-Camera Meeting Summary**

Trustees: Willow Reichelt, Jared Mumford, Darrell Furgason, Heather Maahs, David Swankey

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

1. BCPSEA Report
2. Superintendent Update
3. Trustee Social Media Impact
4. 2021 2022 Local School Calendar
  - Trustees Reichelt and Swankey recused themselves for this item.
5. Trustee Conduct

**5.6. Next Board of Education Meeting Date**

**Tuesday, January 26, 2021**

**7:00 p.m.**

**Zoom Webinar**

**6. PUBLIC PARTICIPATION – QUESTIONS CONCERNING AGENDA ITEMS**

Questions were received regarding the following:

- Loss of instruction time for a 2-week spring break.
- Minutes added to each day for a 2-week spring break.
- Communication of survey for a 2-week spring break.
- Writing to the Minister of Education regarding a 2-week spring break.
- COVID 19 spread by aerosol.
- Contact with COVID 19 positive students.

**7. ADJOURNMENT**

The meeting was adjourned at 10:15 p.m.

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

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

**Appendix A: Trustee Activities**

**Trustee Mumford:**

- December 10: Superintendent's Breakfast
- December 10: CHC - Organizational Structure Meeting
- December 10: CHC - Communications Meeting, The Progress
- December 14: Chair / Vice-Chair Meeting
- December 15: CHC Meeting (Co-Chair)
- December 15: Policy Review #8
- December 16: Meeting with MLAs
- December 16: Volunteer, Christmas Drive Through Food Bank
- January 4: Chair / Vice-Chair Meeting
- January 6: Meeting with Louis DeJaeger (Metis Nation BC)
- January 8: Meeting with Brenda Point, VP Ab Ed.
- January 11: Chair / Vice-Chair Meeting
- January 11: Meeting, Chilliwack Restorative Justice & Youth Advocacy

**Trustee Reichelt:**

- December 10: SD33 All-Leaders Meeting
- December 14: CVC Meeting
- December 14: Packing hampers for Extra FARE
- December 15: Board Policy Review
- December 16: Meeting with MLAs
- December 17: BCSTA Board Chairs Meeting
- December 21: Packing hampers for Extra FARE
- December 28: Packing hampers for Extra FARE
- January 4: CVC Meeting
- January 4: Packing hampers for Extra FARE
- January 11: CVC Meeting
- January 11: Packing hampers for Extra FARE
- January 12: Chilliwack Child and Youth Committee

**Trustee Swankey:**

- December 10: Attended Superintendent's 'Virtual' Breakfast with Staff
- December 10: Attended DPAC Meeting
- December 14: Joined Promontory PAC for their monthly meeting
- December 15: Attended Board Policy Working Session
- December 16: Attended Board Meeting with Chilliwack & Chilliwack – Kent MLAs
- December 17: Attended BCSTA Legislative Committee
- January 11: Attended Sardis Secondary PAC Meeting

**BOARD OF EDUCATION**  
**PRESENTATION REPORT**

**DATE:** January 26, 2021

**TO:** Board of Education

**FROM:** David Manuel, Director of Instruction  
Brenda Point, District Vice Principal Aboriginal Education

**RE: STRATEGIC PLAN UPDATE: EQUITY SCAN**

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David Manuel and Brenda Point will provide a presentation on the District's Equity Scan.

<b>Priority</b>	Strengthening meaningful relationships within and across schools, district and community to support success for students (Community and Culture).
<b>Goal</b>	To foster, develop and enhance quality partnerships to improve student experiences and learning outcomes.
<b>Strategy</b>	Equity in Action – School District Equity Scan

## BOARD OF EDUCATION

### DECISION REPORT

**DATE:** January 26, 2021

**TO:** Board of Education

**FROM:** Jared Mumford, Vice Chair

**RE:** **SARDIS SECONDARY FIELD NAMING: RICK KLASSEN FIELD**

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#### **RECOMMENDATION:**

THAT the Board of Education approve “Rick Klassen Field” as the name for the playing field at Sardis Secondary.

#### **BACKGROUND:**

See the recording of the presentation made at the beginning (three minutes in) of the [January 12, 2021 Regular Board Meeting](#).

Also see [Policy 809: Naming and Re-Naming of Facilities](#) and [Board Regulation 809.1: Naming and Re-Naming of Facilities](#).

## BOARD OF EDUCATION

### DECISION REPORT

**DATE:** January 26, 2021  
**TO:** Board of Education  
**FROM:** Rohan Arul-pragasam, Interim Superintendent  
**RE:** **POLICY RENOVATION PROJECT – SECTIONS 100 AND 200**

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#### **RECOMMENDATION:**

THAT the Board approve the following policies as attached:

- Policy 150 Policy Development, Review and Revision
- Policy 181 Trustee Professional Learning
- Policy 190 Trustee Remuneration

Further, THAT the Board abandon existing policies (found [HERE](#)) as they are made redundant by the new policies:

- Policy 200 Policy Development
- Policy 202 Administration in Policy Absence
- Policy 227 Trustee Remuneration

Finally, THAT the Board approve revisions to Policy 168 Trustee Liaison (found [HERE](#)) with minor wording changes, including the Board or Superintendent being advised of any emerging issues at assigned schools or sites.

#### **BACKGROUND:**

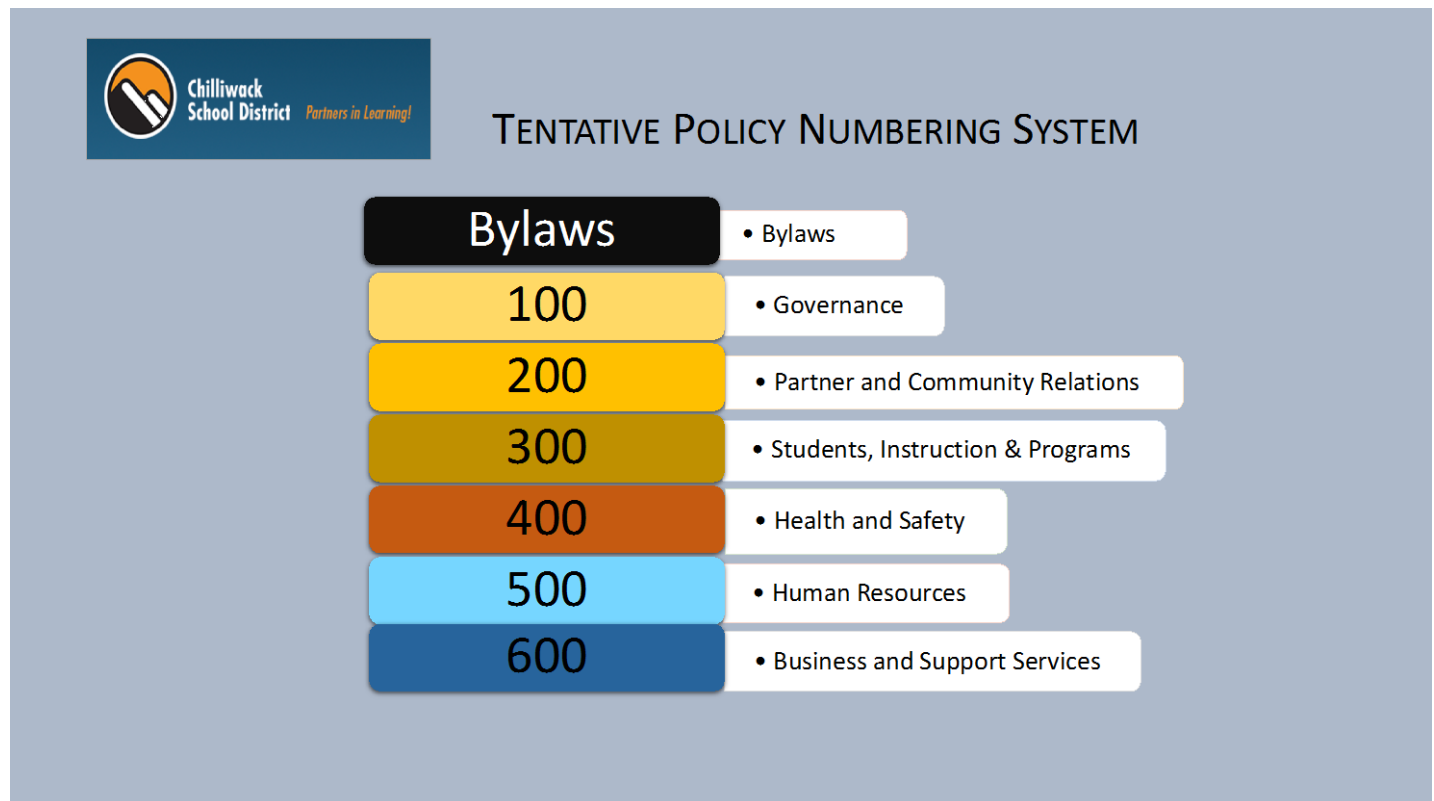
These policy revisions continue the work that was commenced last year to enhance district policy in order to provide greater clarity, identify policies that are no longer current and/or assess board and administrative regulations that are primarily operational in nature.

The work around this task commenced in March, 2020 and was interrupted due to COVID-19, resuming in September 2020. Subsequent to two additional working sessions with the Board, these policies supplement the initial grouping of governance policy presented for Board approval in December.

Work will continue on governance policies over the next two months and, as revisions are made, those policies will be brought forward. Board bylaws will be reviewed and updated as needed as part of this process.

Once the governance section is complete, work will continue on subsequent policy sections. In accordance with current policy, the Board will have the benefit of the Education Policy Advisory Committee (EPAC) to advise the Board on matters related to education policy under Policies 500 – Students, 600 – Instructional-Education Programs and 900 – Community Relations.

The tentative new policy structure is:





## **POLICY 150 POLICY DEVELOPMENT, REVIEW AND REVISION**

The Board of Education is committed to the establishment of district policy as one of the primary responsibilities critical to good governance. The Board's policies express the underlying philosophical basis, values, commitments and expectations for educational, business or related matters.

### **Policy Development Process**

The Board's policy making process consists of the following stages:

#### **1. Initiation**

- 1.1. The need for policy in a particular area may be identified as a result of a matter arising from a number of sources, including a decision made by the Board or a recommendation from the Superintendent.
- 1.2. Individual trustees or any member of the community may make suggestions regarding the possible development of a policy or the need for policy revisions by presenting a written proposal with a rationale to the Board. The Board will review a submission and make a determination.

#### **2. Development**

- 2.1. The Board will consider the matter in question, obtain necessary information and explore any impacts of policy directions. Drafting of policy is delegated to the Superintendent.

#### **3. Consultation**

- 3.1. If required, consultation may take place prior to formal consideration by the Board.

#### **4. Adoption**

- 4.1. The Board will formally consider a policy and may adopt it at that meeting, or delay adoption in the event that further information or consultation is required.

#### **5. Review**

The Board will review governance policies when required, within the Board's term of office.

- 5.1. The Superintendent will ensure all non-governance policies are current.

### **Administration in Policy Absence**

In the absence of Board policy, the Superintendent may act at the Superintendent's discretion. The Superintendent will inform the Board of the potential need for future policy development.

## **POLICY 181 TRUSTEE PROFESSIONAL LEARNING**

Fulfillment of Board responsibilities requires trustees to remain informed and develop their knowledge and skills. Trustees are encouraged to seek, identify and attend seminars, conferences or workshops related to their roles and responsibilities.

The Board shall include funds in the annual governance budget to cover expenses.

### Guidelines

1. Trustees are allocated an annual budget account of \$2,500 for attendance at professional development opportunities. Unspent professional development funds can be carried over to the next year until the end of the elected term of office. Attendance at British Columbia School Trustees Association Annual General Meetings is reimbursed under a separate budget line.
2. District staff will make Trustees aware of learning opportunities available to assist with their professional learning planning. From time to time, group activities with the Board may be recommended.
3. Publications related to a trustee's duties can be reimbursed from a trustee's professional development budget.
4. If trustees are uncertain of the applicability of a learning opportunity, they can seek the advice of the Board.
5. Reimbursement will be made in accordance with the Trustee Expense Policy

## POLICY 190 TRUSTEE REMUNERATION

As provided for in the *School Act*, a Board of Education may authorize the remuneration of trustees.

The Board of Education has set the remuneration for each trustee is as follows:

<b>Trustee</b>	\$ 21,687.00
<b>Vice Chair</b>	\$ 22,967.00
<b>Chair</b>	\$ 24,551.00

The trustee remuneration amount will be adjusted annually effective July 1<sup>st</sup>. The adjustment will reflect the Canadian Consumer price index established for July of each year for the previous 12 months.

## POLICY 168 TRUSTEE LIAISON

Liaison assignments for individual trustees provide an opportunity for increased communication between trustees and school communities.

The purpose of trustee liaison assignments is to:

- Provide opportunities for trustees to become acquainted with schools;
- Act on behalf of the Board when a Board representative is desired at school functions;
- Provide opportunity for engagement with residents of the community; and
- Advise the Board or Superintendent of any emerging issues at assigned schools or sites.

### Guidelines

1. Assignment of a trustee to a liaison area consisting of a group of schools, special programs and/or district operations will usually be rotated as follows:
  - 1.1. Elected to office: first rotation from December of election year to June 30 of the school year.
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## BOARD OF EDUCATION

### DECISION REPORT

**DATE:** January 26, 2021  
**TO:** Board of Education  
**FROM:** Gerry Slykhuis, Secretary Treasurer  
**RE:** **2020-2021 AMENDED ANNUAL BUDGET – 1<sup>ST</sup> READING**

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The Secretary Treasurer will present the 2020-2021 Amended Annual Budget for approval by the Board.

**RECOMMENDATION:**

THAT the Board of Education approve the first reading of 2020-2021 Amended Annual Budget Bylaw in the amount of \$174,169,299.

(Page 3 of the budget document)

A high-angle photograph of a business meeting. A man in a grey suit is pointing at a line graph on a document. A woman with dark hair is looking at the same document. Another person's arm in a light blue shirt is visible in the upper right, also looking at the documents. The documents contain various charts, including a line graph and a bar chart. A laptop is open on the table. The scene is set in a bright, modern office environment.

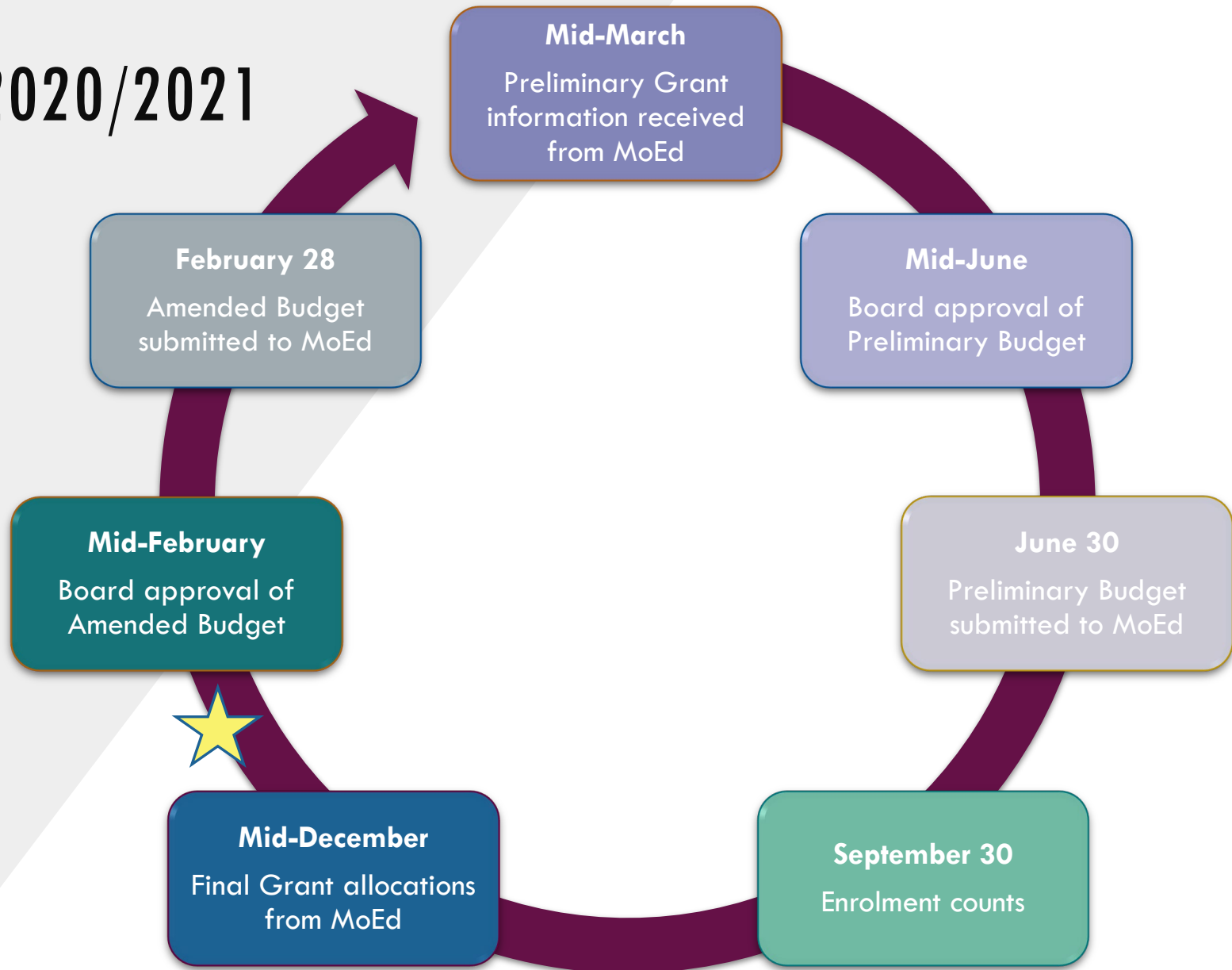
# 2020-2021 AMENDED BUDGET Budget Review

“The Board of Education has a duty to govern the district in a fiscally responsible manner, while supporting the priorities and strategies of its Strategic Plan. .”

[Board Policy 234](#)  
Budget Monitoring and Reporting

# AMENDED BUDGET 2020/2021

## Budget Cycle



# AMENDED BUDGET 2020/2021

## Key Dates



# FUND ACCOUNTING

## Operating Funds



Instruction  
School & District Administration  
Operations & Maintenance  
Transportation

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## Special Purpose Funds



Funds provided by a third party for the sole purpose to carry out a function or activity, e.g. school generated funds, scholarships, ministry-designated activities.

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## Capital Funds



For the purpose of acquiring land, buildings, and major equipment.

# OPERATING BUDGET COMPARISON - Summary

	Revenues	Expenses	Net Revenue (Expense)
<b>Preliminary 20/21 Budget</b>	\$ 139,725,672	\$ 138,439,030	\$ 1,286,642
<b><u>Changes</u></b>			
Enrolment	(337,218)		(337,218)
Labour Settlement Funding	3,865,689		3,865,689
Other MoEd Funding	508,525		508,525
Other Revenues	(250,000)		(250,000)
Wage/Collective Agree. Incr.		4,780,652	(4,780,652)
Staffing Changes		(1,187,693)	1,187,693
International Program	(923,442)	(528,267)	(395,175)
Benefits		(236,924)	236,924
Ab Ed		68,967	(68,967)
Substitutes		76,737	(76,737)
School Budgets		1,021,416	(1,021,416)
Other Expenses		275,737	(275,737)
<b>Amended 20/21 Budget</b>	<b>\$ 142,589,226</b>	<b>\$ 142,709,655</b>	<b>\$ (120,429)</b>
Local Capital Purchases			(542,855)
Transfer for Southside School			(138,069)
School Surpluses			563,483
Transfer from Internally Restricted			237,870
<b>Budgeted Surplus (Deficit), for the Year</b>			<b>\$ (0)</b>



# REVENUE CHANGES

(\$000s)

	Operating Grant	Other MoEd Funding	Other Revenue	Total Revenues
<b><u>Revenues Changes:</u></b>				
Enrolment	\$ (337)			\$ (337)
Labour Settlement Funding		3,866		3,866
Holdback Funding	864			864
Other MoEd Funding	(425)	70		(355)
<b>Other Revenues</b>				
International Students			(923)	(923)
Rental Income			(200)	(200)
Investment Income			(50)	(50)
Other Income			-	-
	\$ 101	\$ 3,936	\$ (1,173)	\$ 2,864

# WAGES & BENEFIT CHANGES

(\$000s)

	Teachers	EAs	Support	PVP / Other Prof	Subs	Benefits	Total Sal & Ben
<b><u>Wages &amp; Benefits:</u></b>							
Enrolment / Staffing Changes	\$ 18	\$ 166	\$ 62	\$ 214	\$ -	\$ 69	\$ 528
Covid Funded Staffing	(865)	(171)	(448)	-	-	(376)	(1,860)
Wage/Collective Agree. Incr.	3,509	69	35	317	223	628	4,781
Ab Ed	67	16	-	-	49	27	158
International	-	-	-	-	-	-	-
Budget Adjustments	-	(110)	196	-	-	50	135
Substitutes	-	-	-	-	116	(39)	77
Benefits	-	-	-	-	-	(237)	(237)
	\$ 2,729	\$ (30)	\$ (155)	\$ 531	\$ 388	\$ 121	\$ 3,583

# SUPPLIES & SERVICES CHANGES

(\$000s)

	Services	Transportation	Pro-D & Travel	Utilities	Dues & Fees	Insurance	Supplies	Total Services & Supplies
<b>Supplies &amp; Services:</b>								
<b>School Budgets:</b>								
Enrolment and Division increases							\$ 644	\$ 644
School Surpluses increase in use							378	\$ 378
International Student decreases	\$ (8)		\$ (23)				(310)	\$ (341)
AbEd funding increases	41	(4)	(19)				36	54
FVDES overall changes	(16)		9				31	24
<b>One Time Project Costs:</b>								
Trustee By-Election	65							65
International Program costs	(135)		(51)				(1)	(187)
Cancelled activities due to COVID	(22)		(10)				(20)	(52)
<b>District Budgets:</b>								
Carbon Offset adjustments				(20)				(20)
Insurance increase						20		20
Fieldtrip recovery decreases							132	132
PCRS contract terminated	(75)							(75)
CUPE skills training			40					40
HR Disability Mgmt & Training	38		21				3	62
Facilities & Transportation change	(31)		(14)					(45)
Other	30		(73)		(29)		61	(11)
	\$ (113)	\$ (4)	\$ (120)	\$ (20)	\$ (29)	\$ 20	\$ 954	\$ 688

# CAPITAL EXPENDITURES

	Preliminary Budget	Revisions	Amended Budget
<b><u>Capital Expenditures:</u></b>			
Mower	\$ 56,928		\$ 56,928
Transit Van (HVAC) x 2	118,568	(8,231)	<b>110,337</b>
Transit Van (IT)	61,012	(6,262)	<b>54,750</b>
Transit Van (Carpentry)	78,117		<b>78,117</b>
Pickup Truck (Ops. Mgmt)	45,354		<b>45,354</b>
Trade In	(15,000)	(2,000)	<b>(17,000)</b>
Excess Bus Costs	-	28,000	<b>28,000</b>
Auto Scrubber	31,322	(952)	<b>30,370</b>
Sanders x 2	30,000		<b>30,000</b>
Software	43,000		<b>43,000</b>
Hardware	90,000	(7,000)	<b>83,000</b>
New Portables	-		<b>0</b>
	<b>\$ 539,301</b>	<b>\$3,555</b>	<b>\$542,856</b>

# Reserve Summary

Reserve Summary	Ending Balance	Ending Balance	Ending Balance	Ending Balance	Budgeted Activity 2020/2021		Budgeted Balance
	Jun.30/17	Jun.30/18	Jun.30/19	Jun.30/20	Surplus	Transfers	Jun.30/21
<b>UNRESTRICTED:</b>							
Unrestricted Surplus	4,650,712	5,272,913	2,208,342	1,969,168	138,068	(2,106,529)	707
Restricted Local Capital	1,357,588	292,715	1,293,334	2,293,334		2,734,967	5,028,301
Gain on Sale of Land					628,438	(628,438)	0
	<b>6,008,300</b>	<b>5,565,628</b>	<b>3,501,676</b>	<b>4,262,502</b>	<b>766,506</b>	<b>0</b>	<b>5,029,008</b>

## Outstanding Major Capital Commitments:

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

Amended 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 and Schedules 4A - 4D are used for Financial Statement reporting only.

## AMENDED ANNUAL BUDGET BYLAW

A Bylaw of THE BOARD OF EDUCATION OF SCHOOL DISTRICT NO. 33 (CHILLIWACK)  
(called the "Board") to adopt the Amended 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 Amended Annual Budget adopted by this bylaw.
2. This bylaw may be cited as School District No. 33 (Chilliwack)  
Amended 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 \$174,169,299 for the 2020/2021 fiscal  
year was prepared in accordance with the *Act*.
4. Statement 2, 4 and Schedules 1 to 4 are adopted as the Amended Annual Budget of the Board  
for the fiscal year 2020/2021.

READ A FIRST TIME THE \_\_\_\_\_ DAY OF \_\_\_\_\_, 2021;

READ A SECOND TIME THE \_\_\_\_\_ DAY OF \_\_\_\_\_, 2021;

READ A THIRD TIME, PASSED AND ADOPTED THE \_\_\_\_\_ DAY OF \_\_\_\_\_, 2021;

\_\_\_\_\_  
Chairperson of the Board

( Corporate Seal )

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

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

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



# School District No. 33 (Chilliwack)

Statement 2

Amended Annual Budget - Revenue and Expense

Year Ended June 30, 2021

	2021 Amended Annual Budget	2021 Annual Budget
<b>Ministry Operating Grant Funded FTE's</b>		
School-Age	13,974,900	14,090,150
Adult	58,000	45,000
Other	8,500	73,750
<b>Total Ministry Operating Grant Funded FTE's</b>	<b>14,041,400</b>	<b>14,208,900</b>
<b>Revenues</b>	<b>\$</b>	<b>\$</b>
Provincial Grants		
Ministry of Education	158,381,880	145,727,138
Other	150,000	150,000
Tuition	770,079	1,693,521
Other Revenue	5,650,968	6,085,733
Rentals and Leases	130,000	330,000
Investment Income	257,500	310,700
Gain (Loss) on Disposal of Tangible Capital Assets	627,738	
Amortization of Deferred Capital Revenue	7,220,921	7,220,921
<b>Total Revenue</b>	<b>173,189,086</b>	<b>161,518,013</b>
<b>Expenses</b>		
Instruction	141,286,040	128,726,079
District Administration	4,672,449	4,398,031
Operations and Maintenance	23,848,872	23,844,109
Transportation and Housing	3,819,082	4,379,053
<b>Total Expense</b>	<b>173,626,443</b>	<b>161,347,272</b>
<b>Net Revenue (Expense)</b>	<b>(437,357)</b>	<b>170,741</b>
<b>Budgeted Allocation (Retirement) of Surplus (Deficit)</b>	<b>801,353</b>	<b>252,874</b>
<b>Budgeted Surplus (Deficit), for the year</b>	<b>363,996</b>	<b>423,615</b>
<b>Budgeted Surplus (Deficit), for the year comprised of:</b>		
Operating Fund Surplus (Deficit)		
Special Purpose Fund Surplus (Deficit)		
Capital Fund Surplus (Deficit)	363,996	423,615
<b>Budgeted Surplus (Deficit), for the year</b>	<b>363,996</b>	<b>423,615</b>

# School District No. 33 (Chilliwack)

Statement 2

Amended Annual Budget - Revenue and Expense

Year Ended June 30, 2021

	2021 Amended Annual Budget	2021 Annual Budget
<b>Budget Bylaw Amount</b>		
Operating - Total Expense	142,709,655	138,439,246
Special Purpose Funds - Total Expense	20,963,593	12,783,812
Capital Fund - Total Expense	9,953,195	10,124,214
Capital Fund - Tangible Capital Assets Purchased from Local Capital	542,856	539,300
<b>Total Budget Bylaw Amount</b>	<b>174,169,299</b>	<b>161,886,572</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

January 11, 2021 16:42

# School District No. 33 (Chilliwack)

Statement 4

Amended Annual Budget - Changes in Net Financial Assets (Debt)

Year Ended June 30, 2021

	2021 Amended Annual Budget	2021 Annual Budget
	\$	\$
<b>Surplus (Deficit) for the year</b>	<b>(437,357)</b>	<b>170,741</b>
<b>Effect of change in Tangible Capital Assets</b>		
Acquisition of Tangible Capital Assets		
From Local Capital	<b>(542,856)</b>	(539,300)
From Deferred Capital Revenue	<b>(24,053,006)</b>	(18,092,335)
<b>Total Acquisition of Tangible Capital Assets</b>	<b>(24,595,862)</b>	(18,631,635)
Amortization of Tangible Capital Assets	<b>8,165,587</b>	8,336,606
Net carrying value of Tangible Capital Assets disposed of	<b>(700)</b>	
<b>Total Effect of change in Tangible Capital Assets</b>	<b>(16,430,975)</b>	(10,295,029)
	-	-
<b>(Increase) Decrease in Net Financial Assets (Debt)</b>	<b>(16,868,332)</b>	(10,124,288)

# School District No. 33 (Chilliwack)

Schedule 1

Amended Annual Budget - Schedule of Changes in Accumulated Surplus (Deficit) by Fund  
Year Ended June 30, 2021

	Operating Fund	Special Purpose Fund	Capital Fund	2021 Amended Annual Budget
	\$	\$	\$	\$
Accumulated Surplus (Deficit), beginning of year	3,275,782	73,261	68,126,938	71,475,981
Changes for the year				
Net Revenue (Expense) for the year	(120,429)		(316,928)	(437,357)
Interfund Transfers				
Local Capital	(542,856)		542,856	-
Other	(138,068)		138,068	-
Net Changes for the year	(801,353)	-	363,996	(437,357)
Budgeted Accumulated Surplus (Deficit), end of year	2,474,429	73,261	68,490,934	71,038,624

# School District No. 33 (Chilliwack)

Schedule 2

Amended Annual Budget - Operating Revenue and Expense  
Year Ended June 30, 2021

	2021 Amended Annual Budget	2021 Annual Budget
	\$	\$
<b>Revenues</b>		
Provincial Grants		
Ministry of Education	138,656,355	134,683,418
Other	150,000	150,000
Tuition	770,079	1,693,521
Other Revenue	2,651,792	2,587,733
Rentals and Leases	130,000	330,000
Investment Income	231,000	281,000
<b>Total Revenue</b>	<b>142,589,226</b>	<b>139,725,672</b>
<b>Expenses</b>		
Instruction	120,778,978	116,398,798
District Administration	4,672,449	4,398,031
Operations and Maintenance	14,000,929	13,825,160
Transportation and Housing	3,257,299	3,817,257
<b>Total Expense</b>	<b>142,709,655</b>	<b>138,439,246</b>
<b>Net Revenue (Expense)</b>	<b>(120,429)</b>	<b>1,286,426</b>
<b>Budgeted Prior Year Surplus Appropriation</b>	<b>801,353</b>	<b>252,874</b>
<b>Net Transfers (to) from other funds</b>		
Local Capital	(542,856)	(539,300)
Other	(138,068)	(1,000,000)
<b>Total Net Transfers</b>	<b>(680,924)</b>	<b>(1,539,300)</b>
<b>Budgeted Surplus (Deficit), for the year</b>	<b>-</b>	<b>-</b>

# School District No. 33 (Chilliwack)

Schedule 2A

Amended Annual Budget - Schedule of Operating Revenue by Source  
Year Ended June 30, 2021

	2021 Amended Annual Budget	2021 Annual Budget
	\$	\$
<b>Provincial Grants - Ministry of Education</b>		
Operating Grant, Ministry of Education	135,685,685	135,585,250
ISC/LEA Recovery	(2,356,455)	(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
Support Staff Benefits Grant	213,356	142,484
Teachers' Labour Settlement Funding	3,575,689	
Early Career Mentorship Funding	290,000	
FSA Marking	14,000	14,000
<b>Total Provincial Grants - Ministry of Education</b>	<b>138,656,355</b>	<b>134,683,418</b>
<b>Provincial Grants - Other</b>	<b>150,000</b>	<b>150,000</b>
<b>Tuition</b>		
International and Out of Province Students	770,079	1,693,521
<b>Total Tuition</b>	<b>770,079</b>	<b>1,693,521</b>
<b>Other Revenues</b>		
Funding from First Nations	2,356,455	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	125,337
<b>Total Other Revenue</b>	<b>2,651,792</b>	<b>2,587,733</b>
<b>Rentals and Leases</b>	<b>130,000</b>	<b>330,000</b>
<b>Investment Income</b>	<b>231,000</b>	<b>281,000</b>
<b>Total Operating Revenue</b>	<b>142,589,226</b>	<b>139,725,672</b>

# School District No. 33 (Chilliwack)

Schedule 2B

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

	2021 Amended Annual Budget	2021 Annual Budget
	\$	\$
<b>Salaries</b>		
Teachers	61,720,720	58,991,417
Principals and Vice Principals	8,416,670	8,044,146
Educational Assistants	11,939,833	11,970,228
Support Staff	12,767,032	12,921,868
Other Professionals	3,325,172	3,166,928
Substitutes	5,620,602	5,233,078
<b>Total Salaries</b>	<b>103,790,029</b>	<b>100,327,665</b>
<b>Employee Benefits</b>	<b>23,663,152</b>	<b>23,542,800</b>
<b>Total Salaries and Benefits</b>	<b>127,453,181</b>	<b>123,870,465</b>
<b>Services and Supplies</b>		
Services	3,355,849	3,467,882
Student Transportation	50,000	54,000
Professional Development and Travel	973,707	1,095,132
Rentals and Leases	31,500	31,500
Dues and Fees	265,050	292,780
Insurance	308,881	289,000
Supplies	7,777,195	6,824,195
Utilities	2,494,292	2,514,292
<b>Total Services and Supplies</b>	<b>15,256,474</b>	<b>14,568,781</b>
<b>Total Operating Expense</b>	<b>142,709,655</b>	<b>138,439,246</b>

# School District No. 33 (Chilliwack)

Schedule 2C

Amended 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	49,860,443	596,646	4,500	682,461	-	3,968,265	55,112,315
1.03 Career Programs	82,250	-	-	519,811	54,974	4,720	661,755
1.07 Library Services	1,286,040	83,820	-	119,360	-	38,428	1,527,648
1.08 Counselling	1,924,945	63,500	-	-	-	17,507	2,005,952
1.10 Special Education	6,495,149	1,014,984	10,663,268	68,792	-	725,064	18,967,257
1.30 English Language Learning	884,075	95,250	-	-	-	4,535	983,860
1.31 Indigenous Education	770,847	-	1,272,065	9,645	91,623	143,934	2,288,114
1.41 School Administration	-	6,202,680	-	2,418,316	423,169	92,374	9,136,539
1.60 Summer School	37,003	42,290	-	-	-	-	79,293
1.61 Continuing Education	113,028	-	-	-	-	-	113,028
1.62 International and Out of Province Students	30,844	127,000	-	22,614	36,649	-	217,107
1.64 Other	236,096	-	-	71,071	59,688	-	366,855
<b>Total Function 1</b>	<b>61,720,720</b>	<b>8,226,170</b>	<b>11,939,833</b>	<b>3,912,070</b>	<b>666,103</b>	<b>4,994,827</b>	<b>91,459,723</b>
<b>4 District Administration</b>							
4.11 Educational Administration	-	-	-	-	729,917	-	729,917
4.40 School District Governance	-	-	-	-	159,072	-	159,072
4.41 Business Administration	-	190,500	-	578,435	1,247,191	-	2,016,126
<b>Total Function 4</b>	<b>-</b>	<b>190,500</b>	<b>-</b>	<b>578,435</b>	<b>2,136,180</b>	<b>-</b>	<b>2,905,115</b>
<b>5 Operations and Maintenance</b>							
5.41 Operations and Maintenance Administration	-	-	-	80,735	427,564	-	508,299
5.50 Maintenance Operations	-	-	-	5,840,785	-	452,619	6,293,404
5.52 Maintenance of Grounds	-	-	-	678,740	-	-	678,740
5.56 Utilities	-	-	-	-	-	-	-
<b>Total Function 5</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>6,600,260</b>	<b>427,564</b>	<b>452,619</b>	<b>7,480,443</b>
<b>7 Transportation and Housing</b>							
7.41 Transportation and Housing Administration	-	-	-	126,630	95,325	-	221,955
7.70 Student Transportation	-	-	-	1,549,637	-	173,156	1,722,793
<b>Total Function 7</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>1,676,267</b>	<b>95,325</b>	<b>173,156</b>	<b>1,944,748</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>61,720,720</b>	<b>8,416,670</b>	<b>11,939,833</b>	<b>12,767,032</b>	<b>3,325,172</b>	<b>5,620,602</b>	<b>103,790,029</b>

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# School District No. 33 (Chilliwack)

Schedule 2C

Amended 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 Amended Annual Budget	2021 Annual Budget
	\$	\$	\$	\$	\$	\$
<b>1 Instruction</b>						
1.02 Regular Instruction	55,112,315	12,278,161	67,390,476	6,062,734	73,453,210	70,129,826
1.03 Career Programs	661,755	166,916	828,671	355,136	1,183,807	1,272,066
1.07 Library Services	1,527,648	347,050	1,874,698	129,577	2,004,275	1,861,527
1.08 Counselling	2,005,952	453,819	2,459,771	-	2,459,771	2,463,135
1.10 Special Education	18,967,257	4,715,472	23,682,729	599,550	24,282,279	23,934,013
1.30 English Language Learning	983,860	221,255	1,205,115	28,626	1,233,741	1,190,252
1.31 Indigenous Education	2,288,114	574,406	2,862,520	876,622	3,739,142	3,454,678
1.41 School Administration	9,136,539	1,970,116	11,106,655	151,200	11,257,855	10,848,216
1.60 Summer School	79,293	16,863	96,156	5,500	101,656	162,654
1.61 Continuing Education	113,028	25,808	138,836	8,500	147,336	139,614
1.62 International and Out of Province Students	217,107	45,622	262,729	166,334	429,063	679,084
1.64 Other	366,855	85,720	452,575	34,268	486,843	263,733
<b>Total Function 1</b>	<b>91,459,723</b>	<b>20,901,208</b>	<b>112,360,931</b>	<b>8,418,047</b>	<b>120,778,978</b>	<b>116,398,798</b>
<b>4 District Administration</b>						
4.11 Educational Administration	729,917	141,128	871,045	181,060	1,052,105	1,001,758
4.40 School District Governance	159,072	8,329	167,401	203,674	371,075	308,571
4.41 Business Administration	2,016,126	422,353	2,438,479	810,790	3,249,269	3,087,702
<b>Total Function 4</b>	<b>2,905,115</b>	<b>571,810</b>	<b>3,476,925</b>	<b>1,195,524</b>	<b>4,672,449</b>	<b>4,398,031</b>
<b>5 Operations and Maintenance</b>						
5.41 Operations and Maintenance Administration	508,299	104,627	612,926	227,898	840,824	809,718
5.50 Maintenance Operations	6,293,404	1,447,875	7,741,279	1,768,763	9,510,042	9,369,344
5.52 Maintenance of Grounds	678,740	179,531	858,271	297,500	1,155,771	1,131,806
5.56 Utilities	-	-	-	2,494,292	2,494,292	2,514,292
<b>Total Function 5</b>	<b>7,480,443</b>	<b>1,732,033</b>	<b>9,212,476</b>	<b>4,788,453</b>	<b>14,000,929</b>	<b>13,825,160</b>
<b>7 Transportation and Housing</b>						
7.41 Transportation and Housing Administration	221,955	44,219	266,174	76,450	342,624	399,080
7.70 Student Transportation	1,722,793	413,882	2,136,675	778,000	2,914,675	3,418,177
<b>Total Function 7</b>	<b>1,944,748</b>	<b>458,101</b>	<b>2,402,849</b>	<b>854,450</b>	<b>3,257,299</b>	<b>3,817,257</b>
<b>9 Debt Services</b>						
<b>Total Function 9</b>	-	-	-	-	-	-
<b>Total Functions 1 - 9</b>	<b>103,790,029</b>	<b>23,663,152</b>	<b>127,453,181</b>	<b>15,256,474</b>	<b>142,709,655</b>	<b>138,439,246</b>

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# School District No. 33 (Chilliwack)

Schedule 3

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

	2021 Amended Annual Budget	2021 Annual Budget
	\$	\$
<b>Revenues</b>		
Provincial Grants		
Ministry of Education	17,937,917	9,256,112
Other Revenue	2,999,176	3,498,000
Investment Income	26,500	29,700
<b>Total Revenue</b>	<b>20,963,593</b>	<b>12,783,812</b>
<b>Expenses</b>		
Instruction	20,507,062	12,327,281
Operations and Maintenance	456,531	456,531
<b>Total Expense</b>	<b>20,963,593</b>	<b>12,783,812</b>
<b>Budgeted Surplus (Deficit), for the year</b>	<b>-</b>	<b>-</b>

# School District No. 33 (Chilliwack)

Schedule 3A

Amended Annual Budget - Changes in Special Purpose Funds

Year Ended June 30, 2021

	Annual Facility Grant	Learning Improvement Fund	Special Education Equipment	Scholarships and Bursaries	School Generated Funds	Strong Start	Ready, Set, Learn	OLEP	CommunityLINK
<b>Deferred Revenue, beginning of year</b>	\$	\$	\$	\$	\$	\$		\$	\$
		1,726	2,536	284,059	981,139	493	28	15,336	73
<b>Add:</b> Restricted Grants									
Provincial Grants - Ministry of Education	456,531	490,428				224,000	49,000	141,313	722,132
Other				80,000	2,900,000				
Investment Income				4,500	22,000				
	456,531	490,428	-	84,500	2,922,000	224,000	49,000	141,313	722,132
<b>Less:</b> Allocated to Revenue	456,531	492,154	2,536	84,500	2,922,000	224,493	49,028	156,649	722,205
Recovered									
<b>Deferred Revenue, end of year</b>	-	-	-	284,059	981,139	-	-	-	-
<b>Revenues</b>									
Provincial Grants - Ministry of Education	456,531	492,154	2,536			224,493	49,028	156,649	722,205
Other Revenue				80,000	2,900,000				
Investment Income				4,500	22,000				
	456,531	492,154	2,536	84,500	2,922,000	224,493	49,028	156,649	722,205
<b>Expenses</b>									
Salaries									
Teachers								49,350	
Principals and Vice Principals									
Educational Assistants		382,387							523,030
Support Staff						169,494			
Other Professionals									
Substitutes		5,384						2,468	
	-	387,771	-	-	-	169,494	-	51,818	523,030
Employee Benefits		104,383				51,693		11,267	137,490
Services and Supplies	456,531		2,536	84,500	2,922,000	3,306	49,028	93,564	61,685
	456,531	492,154	2,536	84,500	2,922,000	224,493	49,028	156,649	722,205
<b>Net Revenue (Expense)</b>	-	-	-	-	-	-	-	-	-
<b>Additional Expenses funded by, and reported in, the Operating Fund</b>						29,071	55,227		

# School District No. 33 (Chilliwack)

Schedule 3A

Amended Annual Budget - Changes in Special Purpose Funds

Year Ended June 30, 2021

	Classroom Enhancement Fund - Overhead	Classroom Enhancement Fund - Staffing	Classroom Enhancement Fund - Remedies	First Nation Student Transportation	Mental Health in Schools	Changing Results for Young Children	Safe Return to School Grant	Federal Safe Return to Class Fund	After School Sports Initiatives
<b>Deferred Revenue, beginning of year</b>	\$ -	\$ -	\$ 76,915	\$ 57,295	\$ -	\$ 7,422	\$ -	\$ -	\$ 27,440
<b>Add:</b> Restricted Grants									
Provincial Grants - Ministry of Education	390,638	8,686,665	370,211		51,000	4,200	1,073,102	5,104,766	61,582
Other									
Investment Income	390,638	8,686,665	370,211	-	51,000	4,200	1,073,102	5,104,766	61,582
<b>Less:</b> Allocated to Revenue	390,638	8,686,665	370,211	57,295	51,000	11,622	1,073,102	5,104,766	89,022
Recovered			76,915						
<b>Deferred Revenue, end of year</b>	-	-	-	-	-	-	-	-	-
<b>Revenues</b>									
Provincial Grants - Ministry of Education	390,638	8,686,665	370,211	57,295	51,000	11,622	1,073,102	5,104,766	89,022
Other Revenue									
Investment Income	390,638	8,686,665	370,211	57,295	51,000	11,622	1,073,102	5,104,766	89,022
<b>Expenses</b>									
Salaries									
Teachers		7,073,202						2,315,265	
Principals and Vice Principals	114,300								
Educational Assistants								170,776	
Support Staff	75,738						504,235	753,363	
Other Professionals	9,414								
Substitutes	130,104		285,681				15,867	73,393	
	329,556	7,073,202	285,681	-	-	-	520,102	3,312,797	-
Employee Benefits	41,969	1,613,463	84,530				87,216	761,638	
Services and Supplies	19,113			57,295	51,000	11,622	465,784	1,030,331	89,022
	390,638	8,686,665	370,211	57,295	51,000	11,622	1,073,102	5,104,766	89,022
<b>Net Revenue (Expense)</b>	-	-	-	-	-	-	-	-	-
<b>Additional Expenses funded by, and reported in, the Operating Fund</b>	166,622								

## School District No. 33 (Chilliwack)

Amended Annual Budget - Changes in Special Purpose Funds

Year Ended June 30, 2021

Schedule 3A

	Miscellaneous Grants	TOTAL
	\$	\$
<b>Deferred Revenue, beginning of year</b>	19,176	1,473,638
<b>Add:</b> Restricted Grants		
Provincial Grants - Ministry of Education		17,825,568
Other		2,980,000
Investment Income		26,500
	-	20,832,068
<b>Less:</b> Allocated to Revenue	19,176	20,963,593
Recovered		76,915
<b>Deferred Revenue, end of year</b>	-	1,265,198
<b>Revenues</b>		
Provincial Grants - Ministry of Education		17,937,917
Other Revenue	19,176	2,999,176
Investment Income		26,500
	19,176	20,963,593
<b>Expenses</b>		
Salaries		
Teachers		9,437,817
Principals and Vice Principals		114,300
Educational Assistants		1,076,193
Support Staff		1,502,830
Other Professionals		9,414
Substitutes		512,897
	-	12,653,451
Employee Benefits		2,893,649
Services and Supplies	19,176	5,416,493
	19,176	20,963,593
<b>Net Revenue (Expense)</b>	-	-
<b>Additional Expenses funded by, and reported in, the Operating Fund</b>		250,920

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

Schedule 4

Amended Annual Budget - Capital Revenue and Expense

Year Ended June 30, 2021

	2021 Amended Annual Budget			2021 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
Gain (Loss) on Disposal of Tangible Capital Assets	627,738		<b>627,738</b>	
Amortization of Deferred Capital Revenue	7,220,921		<b>7,220,921</b>	7,220,921
<b>Total Revenue</b>	<b>9,636,267</b>	-	<b>9,636,267</b>	9,008,529
<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	7,603,804		<b>7,603,804</b>	7,774,810
Transportation and Housing	561,783		<b>561,783</b>	561,796
<b>Total Expense</b>	<b>9,953,195</b>	-	<b>9,953,195</b>	10,124,214
<b>Net Revenue (Expense)</b>	<b>(316,928)</b>	-	<b>(316,928)</b>	(1,115,685)
<b>Net Transfers (to) from other funds</b>				
Local Capital		542,856	<b>542,856</b>	539,300
Transfer to Local Capital for New School		138,068	<b>138,068</b>	1,000,000
<b>Total Net Transfers</b>	-	<b>680,924</b>	<b>680,924</b>	1,539,300
<b>Other Adjustments to Fund Balances</b>				
District Portion of Proceeds on Disposal	(628,438)	628,438	-	
Tangible Capital Assets Purchased from Local Capital	542,856	(542,856)	-	
<b>Total Other Adjustments to Fund Balances</b>	<b>(85,582)</b>	<b>85,582</b>	-	
<b>Budgeted Surplus (Deficit), for the year</b>	<b>(402,510)</b>	<b>766,506</b>	<b>363,996</b>	423,615

## BOARD OF EDUCATION

### DECISION REPORT

**DATE:** January 26, 2021

**TO:** Board of Education

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

**RE:** **BOARD CHILD CARE POLICY DEVELOPMENT**

---

#### **RECOMMENDATION:**

THAT the Board of Education request that the Interim Superintendent draft a Child Care Policy in keeping with the requirements of the *School Act* and the August 31, 2020 Ministerial Order regarding child care on school property.

#### **BACKGROUND:**

On August 31, 2020, the Minister of Education made an [order](#) relating to child care on school property. The order requires boards of education to provide written notification to the Minister when the board “decides to change the use of board property that is being used for providing a child care program.” The form and content of the notification will be specified by the Ministry.

Under section 85.1 of the School Act, boards are required to establish policies promoting the use of board property by licensed child care providers between the hours of 7 a.m. and 6 p.m. on weekdays. The Ministerial Order requires boards to include additional information in their child care policies including:

- “(a) the board’s process for assessing community need for child care programs on board property;
- (b) a description of how the board will support
  - (i) principles of Indigenous reconciliation in child care; and
  - (ii) inclusive child care;
- (c) steps for determining if a board will renew a lease with a licensee providing child care on board property, including:
  - (i) considering if a board should provide a child care program directly, and whether
    - i. it is appropriate for the board to become a licensee; and
    - ii. the board has space and staffing capacity to offer before and after school child care; and
  - (ii) a description of the board’s criteria for selecting a licensee to provide a child care program;
- (d) standards for the written contractual relationship to be entered into between the board and a licensee providing a child care program;

(e) a requirement for ongoing engagement with the individuals or groups described in section 4 regarding the use of board property for the provision of child care programs.”

The Order requires boards to “consider the results of the board’s engagement with individuals or groups the board considers are representative of (a) employees of the board, (b) child care operators, (c) parents and guardians, and (d) Indigenous communities, rightsholders, and service providers” when establishing a policy about use of board property for child care.

Boards are required to submit their child care policies to the Ministry of Education. The Order does not specify when policies must be submitted to the Ministry.



## BOARD OF EDUCATION

### DECISION REPORT

**DATE:** January 26, 2021

**TO:** Board of Education

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

**RE:** **INCLUSIVE EDUCATION ADVISORY COMMITTEE: TERMS OF REFERENCE**

---

#### **RECOMMENDATION:**

THAT the Board of Education request that the Interim Superintendent convene an ad hoc committee of District partners to review the Terms of Reference of the Inclusive Education Advisory Committee and report back to the Board by the end of March 2021.

#### **BACKGROUND:**

See the attached Inclusive Education Advisory Committee Terms of Reference.

# **INCLUSIVE EDUCATION ADVISORY COMMITTEE**

## **MANDATE AND TERMS OF REFERENCE**

### **MANDATE:**

The Special Education Advisory Committee will provide information and recommendations to the Director of Instruction: Learning Services and the Superintendent.

### **TERMS OF REFERENCE:**

The committee will:

1. Work within the guidelines of the Ministry of Education document Special Education Services: A Manual of Policies, Procedures and Guidelines (2011) , as well as within the goals of the District Mission Statement, Strategic Plan, District Achievement Contract, and Special Education Review recommendations.
2. Receive presentations, explore issues, and develop recommendations for priorities and needs related to students with special needs and vulnerable learners.
3. Foster public education, parent information and advocacy for students with special needs and vulnerable learners.

### **MEMBERSHIP:**

2 Trustees

3 Administrators (CAA) (1 Elementary; 1 Middle; 1Secondary)

3 C.T.A. Members (1 Elementary; 1 Middle/Secondary; 1 LAT/RT)

2 C.U.P.E. Members (EA; Aboriginal EA)

1 D-PAC

2 Parents

1 Aboriginal Representative

2 District Administrators –District Principal: Student Services; District Vice Principal: Student Services

1 Executive Member –Director of Instruction: Learning Services  
Superintendent – Standing Committee Member

Co-Chairs –Director of Instruction: Learning Services. District Principal: Student Services

## **BOARD OF EDUCATION**

### **INFORMATION REPORT**

**DATE:** January 26, 2021  
**TO:** Board of Education  
**FROM:** Jared Mumford, Budget Committee Chair  
**RE:** **BUDGET COMMITTEE REPORT**

---

The Board of Education received the Budget Committee Report of January 21, 2021.

# Minutes



Chilliwack  
School District

## REPORT OF THE BUDGET COMMITTEE

Meeting Held Thursday, January 21, 2021 – 4:00 p.m.

Remotely – via Zoom

### Attendance:

Committee Members:	Jared Mumford Willow Reichelt Darrell Furgason Ed Klettke Dale Obirek Heather Attridge Allan Van Tassel Daisy Dai Eliza Telford Noah Hawkenson Erica Byhre	Chair Trustee Trustee CTA CUPE DPAC Management Group Community Rep Student Rep – GWG Student Rep – SSS Student Rep – SSS
Staff:	Rohan Arul-pragasam Gerry Slykhuis Mark Friesen Talana McInally	Interim Superintendent Secretary Treasurer Assistant Secretary Treasurer Executive Assistant (Recorder)
Regrets:	Andrew Unruh Gabe D'Archangelo Gail Point Mace MacGowan	Community Rep CPVPA Ab Ed Advisory Committee Student Rep –CSS
Also in Attendance:	David Swankey Heather Maahs Danielle Bennett	Trustee Trustee CTA

### 1. Call to Order

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

### 2. Approval of Agenda

Mover: Willow Reichelt

Seconder: Dale Obirek

THAT the agenda be approved as circulated.

CARRIED

3. **Approval of Minutes**

Mover: Darrell Furgason  
Seconder: Willow Reichelt

THAT the minutes of the October 29, 2020 meeting be approved as circulated.

CARRIED

4. **Committee In-Service – Review of Operating and Special Purpose Grants**

Mark Friesen, Assistant Secretary Treasurer, presented an in-service on how Ministry of Education Operating Grants are calculated and how they compare to rural and metro districts in the province. An explanation of what Special Purpose Grants are and how they are used was also included.

5. **Amended Budget Cycle / Key Dates**

Mark Friesen, Assistant Secretary Treasurer, provided information and timelines regarding the Amended Budget process.

6. **2020/2021 Amended Annual Budget Review**

The Secretary-Treasurer and Assistant Secretary Treasurer provided an overview of the Amended Budget document and comparison data. Explanation was provided for any significant changes to the budget since the Preliminary Budget was approved last Spring. Included in the budget is a transfer of \$138,068 from the unrestricted surplus to restricted local capital to meet the District's commitment of the Stitó:s build and the Vedder Elementary addition. Other assumptions used to balance the budget are the inclusion of the second installment of the Federal Covid Funding, and Ministry Holdback funding. Neither of these funding sources have yet been announced.

The Amended Budget will be presented to the Board of Education on January 26, 2021 for first reading.

7. **December Quarterly Financial Report**

The Assistant Secretary Treasurer reviewed the Quarterly Financial Report as of December 31, 2020. The Quarterly report, based on the Draft Amended Budget, shows a favourable variance of \$1,069,552. Explanations were provided for any material variances.

8. **2021/2022 Preliminary Budget Timelines**

The Assistant Secretary Treasurer provided information and timelines regarding the Preliminary Budget process.

9. **Public Budget Presentation Planning**

A public budget presentation will take place on Tuesday, April 13, 2021 at 7:00 p.m. during the Public Board meeting. The Committee was asked to contact staff with input for the presentation.

10. **Adjournment**

The meeting was adjourned 5:41 p.m.

The next meeting will be Thursday, April 8, 2021 at 4:00 p.m. via ZOOM

DRAFT

## **BOARD OF EDUCATION**

### **INFORMATION REPORT**

**DATE:** January 26, 2021  
**TO:** Board of Education  
**FROM:** Gerry Slykhuis, Secretary Treasurer  
**RE:** **QUARTERLY FINANCIAL REPORT**

---

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

# Chilliwack School District

## Quarterly Financial Report - July 1, 2020 to December 31, 2020

OPERATING FUND	Year-to-Date Jul 1, 2020 to Dec 31, 2020				AMENDED ANNUAL BUDGET 2020-2021
	Y-T-D BUDGET 2020/21	July to Dec ACTUALS	Variance Favourable (Unfavourable)	%	
<b>REVENUE</b>					
Provincial Grants, Ministry of Education	56,354,864	56,357,353	2,489	0.0%	138,656,355
LEA/Direct Funding From First Nations	1,012,582	1,013,152	570	0.1%	2,356,455
Provincial Grants, Other	60,000	61,500	1,500	2.5%	150,000
International Student Tuition	385,038	287,555	(97,483)	-25.3%	770,079
Other Revenue	215,172	227,050	11,878	5.5%	295,337
Rentals & Leases	65,000	62,753	(2,247)	-3.5%	130,000
Investment Income	128,272	132,641	4,369	3.4%	231,000
<b>Total Revenue</b>	<b>58,220,928</b>	<b>58,142,004</b>	<b>(78,924)</b>	<b>-0.1%</b>	<b>142,589,226</b>
<b>EXPENSE</b>					
Salaries					
Teachers	24,474,394	24,379,591	94,803	0.4%	61,720,720
Principals & Vice-Principals	4,265,450	4,230,748	34,702	0.8%	8,416,670
Education Assistants	4,747,113	4,644,521	102,592	2.2%	11,939,833
Support Staff	6,247,431	6,015,586	231,845	3.7%	12,767,032
Other Professionals	1,711,953	1,731,458	(19,505)	-1.1%	3,325,172
Substitutes	2,315,252	2,267,192	48,061	2.1%	5,620,602
Total Salaries	43,761,593	43,269,097	492,497	1.1%	103,790,029
Employee Benefits	8,909,021	8,708,004	201,017	2.3%	23,663,152
Total Salary & Benefits	52,670,615	51,977,101	693,514	1.3%	127,453,181
Services & Supplies	6,944,834	6,489,871	454,962	6.6%	15,256,474
<b>Total Expense</b>	<b>59,615,448</b>	<b>58,466,972</b>	<b>1,148,476</b>	<b>1.9%</b>	<b>142,709,655</b>
<b>Net Revenue (Expense)</b>	<b>(1,394,520)</b>	<b>(324,968)</b>	<b>1,069,552</b>	<b>1.8%</b>	<b>(120,429)</b>
School Surpluses Included	224,993	224,993	-		562,483
Ab Ed Surplus Included	93,548	93,548	-		233,870
Equity in Action	2,000	2,000	-		5,000
Capital Asset Purchases	(417,069)	(417,069)	-		(542,856)
<b>Surplus (Deficit) for Year</b>	<b>(1,491,048)</b>	<b>(421,496)</b>	<b>1,069,552</b>		<b>138,068</b>



# Chilliwack School District

## Quarterly Financial Report - July 1, 2020 to December 31, 2020

OPERATING FUND	Year-to-Date Jul 1, 2020 to Dec 31, 2020				AMENDED ANNUAL BUDGET 2020-2021
	Y-T-D BUDGET 2020/21	July to Dec ACTUALS	Variance Favourable (Unfavourable)	%	
<b>SERVICE &amp; SUPPLIES BREAKDOWN:</b>					
Services	1,504,562	1,485,540	19,022	1.3%	3,355,849
Student Transportation	23,636	3,407	20,229	85.6%	50,000
Professional Development & Travel	460,285	257,195	203,090	44.1%	973,707
Rentals & Leases	-	-	-	100.0%	31,500
Dues & Fees	125,293	102,041	23,252	18.6%	265,050
Insurance	308,881	310,711	(1,830)	-0.6%	308,881
Supplies	3,565,591	3,389,267	176,324	4.9%	7,777,195
Utilities	956,586	941,710	14,876	1.6%	2,494,292
<b>Total Services &amp; Supplies</b>	<b>6,944,834</b>	<b>6,489,871</b>	<b>454,962</b>	<b>6.6%</b>	<b>15,256,474</b>

January 21, 2021

## **DECEMBER 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."

As we have just completed our Amended Budget for this year, the Actual amounts on our Quarterly Report do not differ significantly from our Budget amounts. Therefore our variance explanations will be briefer than normal and are mainly due to timing issues.

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

### **REVENUES:**

**International Student Tuition** – This negative variance is due to timing. We anticipate a significant increase in tuition in the second half of the year.

### **WAGES & BENEFITS:**

**Principals & Vice-Principals** – we budget 0.5 FTE extra in case an administrator is ill and needs a temporary replacement. This has not been required yet this year, leading to the current positive variance.

**Education Assistants** – 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 small positive variance will gradually drop as the year progresses.

**Support Staff** – part of the reason for the positive variance is due to staff vacancies in the following areas:

- District Clerical \$25,000
- School Clerical \$19,000
- School Support \$32,000

These vacancies have been accounted for in the budget, but are impacted by their occurring at the beginning of the year. They anticipate them evening out by the end of the year.

We also had large favourable variances in the following areas:

- Operations \$35,000
- Custodial \$62,000
- Bus Drivers \$39,000

These variances are due to the number of staff working on COVID-related work, which is charged against the special funding that we received.

**Other Professionals** – Some unused vacation pay is paid out each December resulting in a temporary negative variance. This should be offset at year end when we do our year end vacation accrual.

**Substitutes** – We have a small positive variance that is mainly due to Custodial substitutes. Due to the number of casuals hired into Covid work, we have had limited substitutes available to cover absences.

**Employee Benefits** – Most of the variance is due to the positive variance in salaries. Also, CPP and EI rates increase Jan. 1, which will bring the positive variance down in the second half of the year.

#### SERVICES & SUPPLIES EXPENSES:

**Services** are tracking close to budget with some minor underspending in Maintenance contracts and lower usage of the Employee Assistance Program than expected.

**Student Transportation** is significantly under budget. The reason for this is that the budget was based on the prior year's experience of using contract transportation for select field trips. It is reasonable to expect that the District will not be using a significant amount of contract transportation this year with continued COVID restrictions.

**Professional Development & Travel** expenses are just over half of what was budgeted. Travel alone is under budget by \$85,000 as staff continue to find opportunities to carry out their work without the need for travel during COVID. Professional Development budgets have not been spent as readily as organizations continue to announce the deferral of in person conferences which make up a significant portion of the budget.

**Dues & Fees** are under budget by \$23,000 due to lower UFV tuition billings for the District's dual credit programs. This is partly due to timing of when programs begin as well as confirming the number of students actually participating in the program.

**Supplies** variance of \$176,324 is almost entirely explained by Secondary Schools planning to undergo some major technology upgrades later in the year, so we expect to see this expense track closer to budget as the year progresses.

**Utilities** are tracking close to budget with slightly lower Hydro expenses explaining the positive variance.

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.

## BOARD OF EDUCATION

### INFORMATION REPORT

**DATE:** January 26, 2021

**TO:** Board of Education

**FROM:** Willow Reichelt, Board Chair

**RE:** **BOARD SELF-EVALUATION REPORT**

---

The Chilliwack Board of Education conducts a self-evaluation every year. Our last one was completed in January 2020. Each trustee was given the following rubric (which had been adopted by the previous board in 2016) and gave the Board a mark out of 10 for each item. We then discussed the marks we had given.

1. Effective school boards commit to a vision of high expectations for student achievement and quality instruction and define clear goals toward that vision.
2. Effective school boards have strong shared beliefs and values about what is possible for students and their ability to learn, and of the system and its ability to teach all children at high levels.
3. Effective school boards are accountability driven, spending less time on operational issues and more time focused on policies to improve student achievement.
4. Effective school boards have a collaborative relationship with staff and the community and establish a strong communications structure to inform and engage both internal and external stakeholders in setting and achieving district goals.
5. Effective school boards are data savvy: they embrace and monitor data, even when the information is negative, and use it to drive continuous improvement.
6. Effective school boards align and sustain resources, such as professional development, to meet district goals. Effective boards see a responsibility to maintain high standards even in the midst of budget challenges.
7. Effective school boards lead as a united team with the superintendent, each from their respective roles, with strong collaboration and mutual trust.
8. Effective school boards take part in team development and training, sometimes with their superintendents, to build shared knowledge, values and commitments for their improvement efforts.

There was consensus amongst trustees that the Board has room to improve. All trustees agreed that we have struggled to work together as a united team. Trustees were in agreement that the Board is most effective at maintaining a focus on professional development, and most trustees thought we also do a good job of committing to high expectations for student achievement.

There was general agreement that the rubric we used was overly open to interpretation and led to trustees responding to questions in very different ways. We are planning to use the following rubric (from SD48) for our 2021 self-evaluation. We are hopeful that the clear descriptions in this new table will lead to a common understanding of the criteria, which will lead to a more effective discussion.

	Ineffective Board 0 means as bad as it can get	Effective Board 5 means as good as it gets	Score 0 - 5
1.	Gets bogged down in small details. Micromanages the Superintendent and staff. Operates <i>on the ground floor</i> and does not attend to long-term goals.	Acts in a proactive, planned, sophisticated and creative way. Is strategically focused, making room for the staff to excel. Operates <i>from the balcony</i> .	
2.	Tolerates low commitment levels. Members are there because they <i>have</i> to be there, out of duty and obligation. They often miss meetings or fail to keep their promises.	Fosters genuine enthusiasm and commitment for the job. Members are there because they truly <i>want</i> to be there. They consistently keep their promises and deliver quality work.	
3.	Accepts management's proposals without questioning. Embraces the status quo and blocks change. The opponents overpower the proponents.	Is conscientious and takes the time to carefully examine and scrutinize proposals. Questions the status quo and is open to new ideas. Benefits from both the critics and the creators.	
4.	Fragmented. Is driven by narrow interests and personal agenda. Has a win-lose culture: <i>It's you against me</i> . Narrow majority decisions are common. Meetings feel like a combat zone.	Cohesive. Works as a team, while celebrating the diversity of talents and views. Has a win-win culture: <i>It's you and me against the problem</i> . Narrow majority decisions are rare. Meetings feel like a construction zone.	
5.	Is impatient and shows little interest in learning or making informed decisions. Board members talk more than they listen.	Has an appetite for learning from its members, staff, consultants and the community. Board members listen more than they talk.	
6.	Builds dependencies on key leaders. Delegates duties without clear deliverables and deadlines. Works hard but is not productive.	Constantly expands its leadership base. Delegates duties, with clear deliverables and deadlines, to officers, staff and committees. Works smart and hard.	
7.	Maintains a slow, monotonous and boring pace. Performs routine, predictable and menial work.	Keeps a dynamic and engaging pace, with exciting progress and quality decisions made.	
8.	Allows dominant members to control agendas. Quieter members – together with their ideas, knowledge and skills – are left behind.	Gives members equal opportunities to influence decisions and provides them with the tools and knowledge to excel. Brings out the best in members and celebrates their successes.	
9.	Provides unclear directions and poor leadership to the professional staff and does not demand excellence of them.	Provides thoughtful and credible direction to the professional staff. Fosters a staff culture that promotes and rewards excellence.	
10.	Is arrogant and detached from the community and ignores its input, or capitulates to vocal minorities.	Is in touch and in tune with the community and listens to its input. Provides quality leadership and keeps the community informed.	
	<b>GRAND TOTAL</b>	Add the numbers in the right-hand column: Minimum = 0 Maximum = 50	

## BOARD OF EDUCATION

### INFORMATION REPORT

**DATE:** January 26, 2021  
**TO:** Board of Education  
**FROM:** Rohan Arul-pragasam, Interim School Superintendent  
**RE:** **STRATEGIC PLAN REFRESH – UPDATE**

---

#### **BACKGROUND:**

The Chilliwack School District Strategic Plan expires in June 2021. The current strategic plan was co-created by the Board of Education after extensive consultation with the Chilliwack community, including all stakeholder groups, in the fall of 2016. The Strategic Plan has been the district north star that has driven all operational decisions for the last five years. A strategic plan must invite and engage staff, students and the community with the Chilliwack School District's shared future and the challenging task of implementation. An effective process can create shared meaning among district staff and partners, thereby creating ownership and a shared sense of responsibility for the success of the outcomes.

A comprehensive plan consisting of process and timeline of events regarding the strategic planning refresh was presented and approved by the Chilliwack Board of Education at its September 15, 2020 meeting. The global pandemic at the beginning of the 2020 calendar year, coupled with provincial health and safety mandates, has impacted the ability to host face-to-face forums or meet in large groups. Given that staff, student and parent health and safety are paramount, a decision was made in September 2020 to host all of the forums online for the duration of the consultation process.

Below please find key timelines for partner consultation and capacity building:

- ✓ **September – October 2020:**
  - Review of District Values -The crowdsourcing online platform “Thoughtexchange” was used to engage our community by asking the following question: “As we develop our vision for the future, what do you think are the core values that should define the School District and guide our actions?”
  - A summary of information from the “Thoughtexchange” can be found [here](#).
- ✓ **September 2020 – January 2021:**
  - Board of Education Policy Analysis – Review of the Chilliwack Vision, Mission, Motto and Core Values that govern us as we work collaboratively with our partners to create a culture of mutual respect, that supports engagement and collaboration in order to achieve shared goals outlined in our District Strategic plan.
- ✓ **October – November 2020:**
  - A facilitated conversation with principals/vice-principals and managers with resulting “thoughts” captured on the “Thoughtexchange” forum. The key umbrella question asked on

Thoughtexchange forum was: What are the most important things our Chilliwack Schools should consider as we work together to prepare our students for their future in each of the four priority areas? What has worked well and what needs to improve?

✓ **December 2020 – January 2021:**

- Facilitated conversation with the District Parent Advisory Committee Executive members (December 10, 2020).
- Facilitated conversation with the members of the District Aboriginal Education Advisory Committee (January 12, 2021).
- Facilitated conversation with the parents/guardians of Chilliwack Senior Secondary Family of Schools.
- Facilitated conversation with the parents/guardians of G.W. Graham Secondary Family of Schools and Kwiyeqel Secondary School.
- Facilitated conversation with the parents/guardians of Sardis Secondary Family of Schools
- Facilitated conversation with a group of Middle and Secondary school students – Student Engagement Project.
- The “Thoughtexchange” question posed above will be sent to all parents in the school district at the end of January, with the exchange open until February 21, 2021.

✓ **February/April 2021:** CIP – Continuous Improvement Program (FESL Policy - Framework for Enhancing Student Learning):

- As presented during the Framework for Enhancing Student Learning policy update (FESL) at the January 12, 2021 Board meeting, Chilliwack along with five other districts will be taking part in an 'Accelerated Pilot' for the proposed Continuous Improvement Program running from January to late April/early May. This will benefit Chilliwack as we are in the midst of our strategic refresh process, and working with our peers will add value to the process and allow us to engage in a professional learning community.
- The Ministry of Education will work with the Chilliwack School District Continuous Improvement team to provide:
  - Comprehensive, tailored, ongoing support including dedicated strategic planning coaching sessions;
  - One-on-one Framework Data Room with the Ministry's Education Analytics Office; and
  - Professional learning communities.

✓ **March 2021:**

- Board of Education - Partner consultation forum.

## PROCESS AND PLANNING FOR IMPROVEMENT:

Executive staff will work with the Board of Education to refresh the Chilliwack Strategic Plan that has long-range components (vision, mission, values), medium term considerations (objectives and priorities) and short-term components (action plans). Performance measures will also be a feature of the plan to enable regular progress reviews. The revised Strategic Plan will be presented to the Board of Education for approval at the end of the 2020-2021 school year. The following elements will be evident in the strategic planning process:

Coherence and Alignment– District Strategic plan goals will be:

- Aligned with the Ministry Service Plan and FESL Policy requirements; and
- Reflective of Local Education Agreements and Aboriginal Educational Enhancement Agreements.



Strategic Engagement– District Strategic plan goals will be:

- Developed in consultation with Indigenous peoples and key stakeholders; and
- Responsive to unique local contexts.

Focus – District Strategic plan goals and objectives will:

- Emphasize student success and educational outcomes for all students;
- Address inequities for Indigenous students, children and youth in care, and students with disabilities and diverse abilities;
- Address provincial educational outcomes;
- Create momentum and a future planning mindset;
- Include high-yield research-based strategies; and
- Reflect the SMART GOALS criteria.

Evidence Informed - Our district strategic plan will be:

- Based on provincial educational measures;
- Based on multiple sources of evidence including locally developed measures; and
- Created through data analysis of trends over time.

Cycle of Improvement - Our district strategic plan will:

- Describe our district's annual review process for adjusting the plan;
- Identify emerging areas of focus and adapted strategies; and
- Address findings resulting from a continuous improvement review.

## BOARD OF EDUCATION

### INFORMATION REPORT

**DATE:** January 26, 2021  
**TO:** Board of Education  
**FROM:** Rohan Arul-pragasam, Interim Superintendent  
**RE: COVID-19 UPDATE**

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Interim Superintendent Rohan Arul-pragasam and other members of senior administration will provide an update on COVID-19 in the Chilliwack School District.

## **MEETING SUMMARIES**

### **Committee of the Whole Meeting – January 12, 2021**

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

Staff: Rohan Arul-pragasam, Gerry Slykhuis

1. Board Self-Evaluation Report
2. New Board Self-Evaluation Tool: SD 48 Sea to Sky Policy
3. Partner Meetings Dates

### **In-Camera Meeting – January 12, 2021**

Trustees: Willow Reichelt, Jared Mumford, Darrell Furgason, Heather Maahs, David Swankey

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

1. HR Report
2. BCPSEA Report
3. 2021 – 2022 Local School Calendar
4. Statement of Financial Information
5. Trustee Conduct