



**Chilliwack
School District**

**THE BOARD OF EDUCATION
School District #33 (Chilliwack)
Regular Public Board Meeting
(Recorded)
AGENDA
May 11, 2021
7:00 pm**

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 April 27, 2021 Regular Board Meeting be approved as circulated.)

2. PUBLIC PARTICIPATION – COMMENTS/QUESTIONS CONCERNING THE AGENDA

3. ACTION ITEMS

- 3.1. 2021 – 2022 Budget Approval – 1st Reading
- 3.2. 2021 – 2022 Schedule of Board Meetings
- 3.3. Board Professional Learning
- 3.4. Board Governance Budget

4. INFORMATION ITEMS

- 4.1. Budget Advisory Committee Report
- 4.2. Quarterly Financial Report
- 4.3. Transportation Fee System Update
- 4.4. Inclusive Education Committee Terms of Reference
- 4.5. COVID 19 Update
- 4.6. BCSTA Report
- 4.7. Meeting Summaries

4.8. **Next Board of Education Meeting: June 1, 2021 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 27, 2021

Location: Zoom Webinar

Members Present:

Chair	Ms. W. Reichelt
Vice-Chair	Mr. J. Mumford
Trustee	Dr. C. Bondar
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	Mr. D. Manuel
Director of Facilities & Transportation	Mr. A. Van Tassel
Executive Assistant	Ms. T. McInally
Audio-Video/Desktop Foreman	Mr. M. Bakker

Observer: Ministry Special Advisor Mr. M. McKay

1. CALL TO ORDER – Zoom Webinar

1.1. Call to Order

The Board Chair called the meeting to order at 7:02 p.m. – **Welcome, Acknowledgment of Traditional Stó:lō Territory and Diversity Statement**

1.2. Adoption of the Agenda

116.21 Moved by: Trustee Mumford
Seconded by: Trustee Swankey

THAT the agenda be adopted as circulated.

NO VOTE

117.21 Moved by: Trustee Maahs
Seconded by: Trustee Furgason

THAT the agenda be amended to add Trustee Reports.

DEFEATED
For: Furgason, Maahs
Opposed: Bondar, Mumford, Reichelt
Abstained: Swankey

118.21 Moved by: Trustee Mumford
 Seconded by: Trustee Swankey

THAT the agenda be adopted as circulated.

CARRIED
For: Bondar, Mumford, Reichelt, Swankey
Opposed: Furgason, Maahs

1.3. Approval of the Minutes

119.21 Moved by: Trustee Bondar
 Seconded by: Trustee Swankey

THAT the minutes of the April 13, 2021 Regular Board Meeting be approved as circulated.

CARRIED

2. PRESENTATIONS

2.1. Strategic Plan Update: Inclusion, Mental Health & Social Emotional Learning

Trustee Neufeld joined the meeting at 7:12 p.m.

Director of Instruction David Manuel, District Principal Brenda Calendino and District Vice Principal Jessica Adams-Loupret provided a presentation on Inclusion, Mental Health and Social Emotional Learning in the district.

Priority	Improving student achievement and well-being through high quality instruction (Instruction).
Goal	To enhance personal and social responsibility.
Strategy	Targeted Social Emotional Learning Experiences (Social Emotional Skills Development): Social-Emotional Skills embedded in Tier 1 instruction.

2.2. Strategic Plan Update: Early Years

Principal and SD33 Early Years Coordinator Nicole Driscoll provided a presentation on the District's Early Years supports.

Priority	Improving student achievement and well-being through high quality instruction (Instruction).
Goal	All students to meet or exceed grade level expectations in literacy and numeracy.

Strategy

Learning Supports and Interventions: model and use evidence-based practices for early childhood experiences, intervention and prevention.

3. PUBLIC PARTICIPATION – COMMENTS/QUESTIONS CONCERNING THE AGENDA

Comments/Questions were received regarding the following:

- IEP/Transition meetings.
- Childcare policy development.

4. ACTION ITEMS**4.1. F.G. Leary Fine Arts Elementary Name Change**

120.21 Moved by: Trustee Swankey
Seconded by: Trustee Mumford

THAT the Board of Education approve a name change from F.G. Leary Fine Arts Elementary to Leary Integrated Arts & Technology Elementary as per Policy 809: Naming and Re-Naming of Facilities and Board Regulation 809.1: Naming and Re-Naming of Facilities.

CARRIED

4.2. McCammon Traditional Elementary Name Change

121.21 Moved by: Trustee Mumford
Seconded by: Trustee Bondar

THAT the Board of Education approve a name change from McCammon Traditional Elementary to McCammon Elementary as per Policy 809: Naming and Re-Naming of Facilities and Board Regulation 809.1: Naming and Re-Naming of Facilities.

CARRIED

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

4.3. Transportation Fee Changes

122.21 Moved by: Trustee Maahs
Seconded by: Trustee Swankey

THAT the Board of Education approve Courtesy Rider designation for secondary students who reside on Promontory and are within walk limits per Policy 710 – Transportation.

CARRIED

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

123.21 Moved by: Trustee Mumford
Seconded by: Trustee Bondar

THAT the Board of Education approve an annual registration fee of \$25 for all bus riders.

NO VOTE

124.21 Moved by: Trustee Reichelt
Seconded by: Trustee Mumford

THAT the motion be amended to read THAT the Board of Education approve an annual registration fee of \$25 for all bus riders and that the Transportation Department report back to the Board on the system for waiving fees for low-income families.

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

125.21 Moved by: Trustee Swankey
Seconded by: Trustee Mumford

THAT the motion be amended to read THAT the Board approve the administration of registration fees for all bus riders and that any changes to those fees be reported to the Board prior to implementation, consistent with Policy 710.

Further that staff report back to the Board on the system for waiving fees for low-income families.

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

126.21 Moved by: Trustee Mumford
Seconded by: Trustee Bondar

THAT the Board approve the administration of registration fees for all bus riders and that any changes to those fees be reported to the Board prior to implementation, consistent with Policy 710.

Further that staff report back to the Board on the system for waiving fees for low income families.

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

5. INFORMATION ITEMS

5.1. COVID-19 Update

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

5.2. BCSTA Report

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

5.3. Meeting Summaries

April 12, 2021 Special In-Camera Meeting Summary

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

Staff: Rohan Arul-pragasam, Gerry Slykhuis

1. Ministerial Letter and Accompanying Order

April 13, 2021 Committee of the Whole Meeting Summary

Trustees: Willow Reichelt, Carin Bondar, Darrell Furgason, Heather Maahs, David Swankey

Staff: Rohan Arul-pragasam, Gerry Slykhuis

1. BCSTA AGM
2. Board Learning Sessions
3. CPVPA Meeting

April 13, 2021 In-Camera Meeting Summary

Trustees: Willow Reichelt, Carin Bondar, Darrell Furgason, Heather Maahs, David Swankey

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

2. HR Report
3. BCPSEA Report
4. 5 Year Capital Plan Priorities
5. Superintendent's Contract
6. Budget Advisory Committee Community Members
7. Audit Working Committee Community Members

5.4. Next Board of Education Meeting Date

Tuesday, May 11, 2021

7:00 p.m.

Zoom Webinar

6. PUBLIC PARTICIPATION – QUESTIONS CONCERNING AGENDA ITEMS

Questions were received regarding the following:

- School name change.
- Bus fees.
- Staff reductions.
- Naming of schools.
- Transportation software.

7. ADJOURNMENT

The meeting was adjourned at 9:38 p.m.

Board Chair

Secretary-Treasurer

BOARD OF EDUCATION

DECISION REPORT

DATE: May 11, 2021
TO: Board of Education
FROM: Gerry Slykhuis, Secretary Treasurer
RE: **2021-22 ANNUAL BUDGET – 1ST READING**

RECOMMENDATION:

THAT the Board of Education approve the first reading of 2021-2022 Annual Budget Bylaw at the May 11, 2021 Regular Board Meeting in the amount of \$171,928,285.

BACKGROUND:

Included in this package is the Ministry of Education Budget Template document – this is the main budget document and bylaw for 1st reading. Also included is the 3-Year Budget Projection template.

Annual Budget

School District No. 33 (Chilliwack)

June 30, 2022

School District No. 33 (Chilliwack)

June 30, 2022

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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 2021/2022 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 2021/2022.
3. The attached Statement 2 showing the estimated revenue and expense for the 2021/2022 fiscal year and the total budget bylaw amount of \$171,928,285 for the 2021/2022 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 2021/2022.

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) Annual Budget Bylaw 2021/2022, adopted by the Board the _____ DAY OF _____, 2021.

Secretary Treasurer

School District No. 33 (Chilliwack)

Statement 2

Annual Budget - Revenue and Expense
Year Ended June 30, 2022

	2022 Annual Budget	2021 Amended Annual Budget
Ministry Operating Grant Funded FTE's		
School-Age	14,171,900	13,974,900
Adult	58,000	58,000
Other	17,000	8,500
Total Ministry Operating Grant Funded FTE's	14,246,900	14,041,400
Revenues	\$	\$
Provincial Grants		
Ministry of Education	154,943,385	158,381,880
Other	197,404	150,000
Tuition	1,490,079	770,079
Other Revenue	5,886,782	5,650,968
Rentals and Leases	302,400	130,000
Investment Income	131,000	257,500
Gain (Loss) on Disposal of Tangible Capital Assets		627,738
Amortization of Deferred Capital Revenue	7,031,930	7,220,921
Total Revenue	169,982,980	173,189,086
Expenses		
Instruction	138,382,404	141,286,040
District Administration	4,652,244	4,672,449
Operations and Maintenance	24,077,991	23,848,872
Transportation and Housing	4,422,790	3,819,082
Total Expense	171,535,429	173,626,443
Net Revenue (Expense)	(1,552,449)	(437,357)
Budgeted Allocation (Retirement) of Surplus (Deficit)	801,353	801,353
Budgeted Surplus (Deficit), for the year	(751,096)	363,996
Budgeted Surplus (Deficit), for the year comprised of:		
Operating Fund Surplus (Deficit)		
Special Purpose Fund Surplus (Deficit)		
Capital Fund Surplus (Deficit)	(751,096)	363,996
Budgeted Surplus (Deficit), for the year	(751,096)	363,996

Fund Accounting



Operating Funds

Instruction
School & District
Administration
Operations & Maintenance
Transportation



Capital Funds

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



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.

School District No. 33 (Chilliwack)

Annual Budget - Revenue and Expense
Year Ended June 30, 2022

	2022 Annual Budget	2021 Amended Annual Budget
Budget Bylaw Amount		
Operating - Total Expense	147,842,795	142,709,655
Special Purpose Funds - Total Expense	13,729,144	20,963,593
Capital Fund - Total Expense	9,963,490	9,953,195
Capital Fund - Tangible Capital Assets Purchased from Local Capital	392,856	542,856
Total Budget Bylaw Amount	171,928,285	174,169,299

Approved by the Board

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

DRAFT

School District No. 33 (Chilliwack)

Statement 4

Annual Budget - Changes in Net Financial Assets (Debt)
Year Ended June 30, 2022

	2022	2021 Amended
	Annual Budget	Annual Budget
	\$	\$
Surplus (Deficit) for the year	<u>(1,552,449)</u>	<u>(437,357)</u>
Effect of change in Tangible Capital Assets		
Acquisition of Tangible Capital Assets		
From Local Capital	(392,856)	(542,856)
From Deferred Capital Revenue	<u>(30,742,006)</u>	<u>(24,053,006)</u>
Total Acquisition of Tangible Capital Assets	(31,134,862)	(24,595,862)
Amortization of Tangible Capital Assets	8,175,882	8,165,587
Net carrying value of Tangible Capital Assets disposed of		(700)
Total Effect of change in Tangible Capital Assets	<u>(22,958,980)</u>	<u>(16,430,975)</u>
	<u>-</u>	<u>-</u>
(Increase) Decrease in Net Financial Assets (Debt)	<u>(24,511,429)</u>	<u>(16,868,332)</u>

School District No. 33 (Chilliwack)

Schedule 2

Annual Budget - Operating Revenue and Expense
Year Ended June 30, 2022

	2022 Annual Budget	2021 Amended Annual Budget
	\$	\$
Revenues		
Provincial Grants		
Ministry of Education	142,476,537	138,656,355
Other	150,000	150,000
Tuition	1,490,079	770,079
Other Revenue	2,901,782	2,651,792
Rentals and Leases	302,400	130,000
Investment Income	113,500	231,000
Total Revenue	<u>147,434,298</u>	<u>142,589,226</u>
Expenses		
Instruction	125,109,691	120,778,978
District Administration	4,652,244	4,672,449
Operations and Maintenance	14,219,578	14,000,929
Transportation and Housing	3,861,282	3,257,299
Total Expense	<u>147,842,795</u>	<u>142,709,655</u>
Net Revenue (Expense)	<u>(408,497)</u>	<u>(120,429)</u>
Budgeted Prior Year Surplus Appropriation	<u>801,353</u>	<u>801,353</u>
Net Transfers (to) from other funds		
Local Capital	(392,856)	(542,856)
Other		(138,068)
Total Net Transfers	<u>(392,856)</u>	<u>(680,924)</u>
Budgeted Surplus (Deficit), for the year	<u>-</u>	<u>-</u>



Operating Budget Comparisons

20/21 Amended vs.
21/22 Preliminary

	Revenues	Expenses	Capital/ Transfers	Surplus (Deficit)
Amended 20/21 Budget	\$ 142,589,226	\$(142,709,655)	\$ 120,429	\$ -
Changes				
Enrolment	2,722,531	(1,762,804)		959,727
Labour Settlement Funding	1,992,291			1,992,291
Other MoEd Funding	(894,640)			(894,640)
Other Revenues	104,890			104,890
Wage/Collective Agree. Incr.		(2,125,034)		(2,125,034)
Staffing Changes		8,701		8,701
Covid Funded Staffing		(1,345,676)		(1,345,676)
International Program	720,000	(375,125)		344,875
Benefits		(1,142,842)		(1,142,842)
Substitutes		(239,010)		(239,010)
School Budgets		(3,790)		(3,790)
Other Expenses		541,153		541,153
New School Tfr			138,068	138,068
Proposed Savings	200,000	1,311,287	150,000	1,661,287
Preliminary 21/22 Budget	\$ 147,434,298	\$(147,842,795)	\$ 408,497	\$ -



Capital Expenditures

Preliminary Budget

	Amended Budget 20/21	Revisions	Preliminary Budget 21/22
<u>Capital Expenditures:</u>			
Vehicles	\$356,486	(\$50,000)	\$306,486
Equipment	60,370	0	60,370
Software & Hardware	126,000	(100,000)	26,000
Portables	-	0	0
	\$ 542,856	(\$150,000)	\$392,856



Reserve Summary

2021/22 Preliminary Annual Budget



Reserve Summary	Ending Balance	Ending Balance	Ending Balance	Budgeted Activity		Budgeted Balance	Budgeted Balance
	Jun.30/18	Jun.30/19	Jun.30/20	2020/2021 Surplus	Transfers	Jun.30/21	Jun.30/22
UNRESTRICTED:							
Unrestricted Surplus	5,272,913	2,208,342	1,969,168	138,068	(2,106,529)	707	707
Restricted Local Capital	292,715	1,293,334	2,293,334		2,734,967	5,028,301	0
Gain on Sale of Land				628,438	(628,438)	0	
	5,565,628	3,501,676	4,262,502	766,506	0	5,029,008	707

Outstanding Major Capital Commitments:

Southside School Project	4,528,301
Vedder Elementary Addition Project	500,000
	5,028,301

School District No. 33 (Chilliwack)

Schedule 2A

Annual Budget - Schedule of Operating Revenue by Source
Year Ended June 30, 2022

	2022 Annual Budget	2021 Amended Annual Budget
	\$	\$
Provincial Grants - Ministry of Education		
Operating Grant, Ministry of Education	143,391,556	135,685,685
ISC/LEA Recovery	(2,356,455)	(2,356,455)
Other Ministry of Education Grants		
Pay Equity	864,624	864,624
Funding for Graduated Adults	20,000	40,000
Student Transportation Fund	329,456	329,456
Support Staff Benefits Grant	213,356	213,356
Teachers' Labour Settlement Funding		3,575,689
Early Career Mentorship Funding		290,000
FSA Marking	14,000	14,000
Total Provincial Grants - Ministry of Education	142,476,537	138,656,355
Provincial Grants - Other	150,000	150,000
Tuition		
International and Out of Province Students	1,490,079	770,079
Total Tuition	1,490,079	770,079
Other Revenues		
Funding from First Nations	2,356,455	2,356,455
Miscellaneous		
Distance Ed, Textbook & Course Fees	-	5,000
Bus Fees	415,000	135,000
Energy Program	30,000	30,000
Other Miscellaneous	100,327	125,337
Total Other Revenue	2,901,782	2,651,792
Rentals and Leases	302,400	130,000
Investment Income	113,500	231,000
Total Operating Revenue	147,434,298	142,589,226

School District No. 33 (Chilliwack)

Schedule 2B

Annual Budget - Schedule of Operating Expense by Object
Year Ended June 30, 2022

	2022 Annual Budget	2021 Amended Annual Budget
	\$	\$
Salaries		
Teachers	63,456,121	61,720,720
Principals and Vice Principals	8,610,912	8,416,670
Educational Assistants	12,698,322	11,939,833
Support Staff	13,570,104	12,767,032
Other Professionals	3,325,945	3,325,172
Substitutes	5,665,242	5,620,602
Total Salaries	107,326,646	103,790,029
Employee Benefits	25,529,901	23,663,152
Total Salaries and Benefits	132,856,547	127,453,181
Services and Supplies		
Services	3,762,493	3,355,849
Student Transportation	33,000	50,000
Professional Development and Travel	911,857	973,707
Rentals and Leases	25,000	31,500
Dues and Fees	326,500	265,050
Insurance	310,981	308,881
Supplies	7,410,417	7,777,195
Utilities	2,206,000	2,494,292
Total Services and Supplies	14,986,248	15,256,474
Total Operating Expense	147,842,795	142,709,655

School District No. 33 (Chilliwack)

Annual Budget - Operating Expense by Function, Program and Object
Year Ended June 30, 2022

	Teachers Salaries	Principals and Vice Principals Salaries	Educational Assistants Salaries	Support Staff Salaries	Other Professionals Salaries	Substitutes Salaries	Total Salaries
	\$	\$	\$	\$	\$	\$	\$
1 Instruction							
1.02 Regular Instruction	51,315,916	673,349	4,500	710,486	-	3,983,578	56,687,829
1.03 Career Programs	83,895	-	-	530,194	56,073	4,732	674,894
1.07 Library Services	1,311,322	85,496	-	-	-	39,161	1,435,979
1.08 Counselling	2,005,057	64,770	-	-	-	17,840	2,087,667
1.10 Special Education	6,740,463	1,035,284	11,294,665	70,169	-	739,180	19,879,761
1.30 English Language Learning	960,403	97,155	-	-	-	4,621	1,062,179
1.31 Indigenous Education	786,264	-	1,399,157	9,839	93,455	143,934	2,432,649
1.41 School Administration	-	6,287,872	-	2,573,559	467,130	94,151	9,422,712
1.60 Summer School	37,744	43,136	-	-	-	-	80,880
1.61 Continuing Education	115,289	-	-	-	-	-	115,289
1.62 International and Out of Province Students	99,768	129,540	-	23,069	37,382	-	289,759
1.64 Other	-	-	-	85,683	-	-	85,683
Total Function 1	63,456,121	8,416,602	12,698,322	4,002,999	654,040	5,027,197	94,255,281
4 District Administration							
4.11 Educational Administration	-	-	-	-	717,066	-	717,066
4.40 School District Governance	-	-	-	-	159,072	-	159,072
4.41 Business Administration	-	194,310	-	589,980	1,283,294	-	2,067,584
Total Function 4	-	194,310	-	589,980	2,159,432	-	2,943,722
5 Operations and Maintenance							
5.41 Operations and Maintenance Administration	-	-	-	82,358	415,241	-	497,599
5.50 Maintenance Operations	-	-	-	6,135,790	-	461,494	6,597,284
5.52 Maintenance of Grounds	-	-	-	691,548	-	-	691,548
5.56 Utilities	-	-	-	-	-	-	-
Total Function 5	-	-	-	6,909,696	415,241	461,494	7,786,431
7 Transportation and Housing							
7.41 Transportation and Housing Administration	-	-	-	182,728	97,232	-	279,960
7.70 Student Transportation	-	-	-	1,884,701	-	176,551	2,061,252
Total Function 7	-	-	-	2,067,429	97,232	176,551	2,341,212
9 Debt Services							
Total Function 9	-	-	-	-	-	-	-
Total Functions 1 - 9	63,456,121	8,610,912	12,698,322	13,570,104	3,325,945	5,665,242	107,326,646

School District No. 33 (Chilliwack)

Annual Budget - Operating Expense by Function, Program and Object
Year Ended June 30, 2022

	Total Salaries	Employee Benefits	Total Salaries and Benefits	Services and Supplies	2022 Annual Budget	2021 Amended Annual Budget
	\$	\$	\$	\$	\$	\$
1 Instruction						
1.02 Regular Instruction	56,687,829	13,038,357	69,726,186	5,958,047	75,684,233	73,453,210
1.03 Career Programs	674,894	180,225	855,119	418,881	1,274,000	1,183,807
1.07 Library Services	1,435,979	331,681	1,767,660	129,577	1,897,237	2,004,275
1.08 Counselling	2,087,667	487,179	2,574,846	-	2,574,846	2,459,771
1.10 Special Education	19,879,761	5,216,591	25,096,352	585,450	25,681,802	24,282,279
1.30 English Language Learning	1,062,179	246,471	1,308,650	28,626	1,337,276	1,233,741
1.31 Indigenous Education	2,432,649	643,974	3,076,623	876,622	3,953,245	3,739,142
1.41 School Administration	9,422,712	2,114,002	11,536,714	150,300	11,687,014	11,257,855
1.60 Summer School	80,880	17,668	98,548	1,200	99,748	101,656
1.61 Continuing Education	115,289	27,162	142,451	10,250	152,701	147,336
1.62 International and Out of Province Students	289,759	64,372	354,131	263,959	618,090	429,063
1.64 Other	85,683	25,866	111,549	37,950	149,499	486,843
Total Function 1	94,255,281	22,393,548	116,648,829	8,460,862	125,109,691	120,778,978
4 District Administration						
4.11 Educational Administration	717,066	147,582	864,648	122,060	986,708	1,052,105
4.40 School District Governance	159,072	8,552	167,624	153,214	320,838	371,075
4.41 Business Administration	2,067,584	457,353	2,524,937	819,761	3,344,698	3,249,269
Total Function 4	2,943,722	613,487	3,557,209	1,095,035	4,652,244	4,672,449
5 Operations and Maintenance						
5.41 Operations and Maintenance Administration	497,599	111,159	608,758	228,898	837,656	840,824
5.50 Maintenance Operations	6,597,284	1,615,599	8,212,883	1,779,503	9,992,386	9,510,042
5.52 Maintenance of Grounds	691,548	194,488	886,036	297,500	1,183,536	1,155,771
5.56 Utilities	-	-	-	2,206,000	2,206,000	2,494,292
Total Function 5	7,786,431	1,921,246	9,707,677	4,511,901	14,219,578	14,000,929
7 Transportation and Housing						
7.41 Transportation and Housing Administration	279,960	61,108	341,068	104,450	445,518	342,624
7.70 Student Transportation	2,061,252	540,512	2,601,764	814,000	3,415,764	2,914,675
Total Function 7	2,341,212	601,620	2,942,832	918,450	3,861,282	3,257,299
9 Debt Services						
Total Function 9	-	-	-	-	-	-
Total Functions 1 - 9	107,326,646	25,529,901	132,856,547	14,986,248	147,842,795	142,709,655

School District No. 33 (Chilliwack)

Annual Budget - Special Purpose Revenue and Expense
Year Ended June 30, 2022

	2022	2021 Amended
	Annual Budget	Annual Budget
	\$	\$
Revenues		
Provincial Grants		
Ministry of Education	10,679,240	17,937,917
Other	47,404	
Other Revenue	2,985,000	2,999,176
Investment Income	17,500	26,500
Total Revenue	13,729,144	20,963,593
Expenses		
Instruction	13,272,713	20,507,062
Operations and Maintenance	456,431	456,531
Total Expense	13,729,144	20,963,593
Budgeted Surplus (Deficit), for the year	-	-

Special Purpose Funds

Summary of Changes

Special Purpose Funds Summary of Changes to Funding			
Fund	2020-21 Amended	Change	2021-22 Preliminary
Annual Facilities Grant	\$456,531	\$0	\$456,531
Learning Improvement Fund	490,428	11,260	501,688
School & Scholarship Funds	3,006,500	(4,000)	3,002,500
Strongstart/Ready Set Learn	224,000	49,000	273,000
French Language (OLEP)	131,292	14,315	145,607
Community Link	722,132	6,479	728,611
Classroom Enhancement Funds	9,447,514	(873,711)	8,573,803
Safe Return to School/Class	6,177,868	(6,177,868)	0
Other	116,782	(116,782)	0
	\$20,773,047	(\$7,091,307)	\$13,681,740

School District No. 33 (Chilliwack)

Annual Budget - Changes in Special Purpose Funds
Year Ended June 30, 2022

	Annual Facility Grant	Learning Improvement Fund	Scholarships and Bursaries	School Generated Funds	Strong Start	Ready, Set, Learn	OLEP	CommunityLINK	Classroom Enhancement Fund - Overhead
	\$	\$	\$	\$	\$		\$	\$	\$
Deferred Revenue, beginning of year			284,059	981,139					
Add: Restricted Grants									
Provincial Grants - Ministry of Education	456,531	501,688			224,000	49,000	145,607	728,611	390,638
Other			85,000	2,900,000					
Investment Income			2,500	15,000					
	456,531	501,688	87,500	2,915,000	224,000	49,000	145,607	728,611	390,638
Less: Allocated to Revenue	456,531	501,688	87,500	2,915,000	224,000	49,000	145,607	728,611	390,638
Deferred Revenue, end of year	-	-	284,059	981,139	-	-	-	-	-
Revenues									
Provincial Grants - Ministry of Education	456,531	501,688			224,000	49,000	145,607	728,611	390,638
Provincial Grants - Other									
Other Revenue			85,000	2,900,000					
Investment Income			2,500	15,000					
	456,531	501,688	87,500	2,915,000	224,000	49,000	145,607	728,611	390,638
Expenses									
Salaries									
Teachers							50,337		
Principals and Vice Principals									90,678
Educational Assistants		389,271			167,330			533,520	
Support Staff									77,265
Other Professionals									9,602
Substitutes									154,573
	-	389,271	-	-	167,330	-	52,854	533,520	332,118
Employee Benefits		112,417			56,670		11,860	148,906	39,407
Services and Supplies	456,531		87,500	2,915,000		49,000	80,893	46,185	19,113
	456,531	501,688	87,500	2,915,000	224,000	49,000	145,607	728,611	390,638
Net Revenue (Expense)	-	-	-	-	-	-	-	-	-
Additional Expenses funded by, and reported in, the Operating Fund					38,217	15,531			254,585

School District No. 33 (Chilliwack)

Annual Budget - Changes in Special Purpose Funds

Year Ended June 30, 2022

	Classroom Enhancement Fund - Staffing	After School Sports Initiative	TOTAL
	\$	\$	\$
Deferred Revenue, beginning of year		47,404	1,312,602
Add: Restricted Grants			
Provincial Grants - Ministry of Education	8,183,165		10,679,240
Other			2,985,000
Investment Income			17,500
	8,183,165	-	13,681,740
Less: Allocated to Revenue	8,183,165	47,404	13,729,144
Deferred Revenue, end of year	-	-	1,265,198
Revenues			
Provincial Grants - Ministry of Education	8,183,165		10,679,240
Provincial Grants - Other		47,404	47,404
Other Revenue			2,985,000
Investment Income			17,500
	8,183,165	47,404	13,729,144
Expenses			
Salaries			
Teachers	6,601,503		6,651,840
Principals and Vice Principals			90,678
Educational Assistants			1,090,121
Support Staff			77,265
Other Professionals			9,602
Substitutes			157,090
	6,601,503	-	8,076,596
Employee Benefits	1,581,662		1,950,922
Services and Supplies		47,404	3,701,626
	8,183,165	47,404	13,729,144
Net Revenue (Expense)	-	-	-
Additional Expenses funded by, and reported in, the Operating Fund			308,333

School District No. 33 (Chilliwack)

Annual Budget - Capital Revenue and Expense
Year Ended June 30, 2022

	2022 Annual Budget			2021 Amended Annual Budget
	Invested in Tangible Capital Assets	Local Capital	Fund Balance	
	\$	\$	\$	\$
Revenues				
Provincial Grants				
Ministry of Education	1,787,608		1,787,608	1,787,608
Gain (Loss) on Disposal of Tangible Capital Assets			-	627,738
Amortization of Deferred Capital Revenue	7,031,930		7,031,930	7,220,921
Total Revenue	8,819,538	-	8,819,538	9,636,267
Expenses				
Operations and Maintenance	1,787,608		1,787,608	1,787,608
Amortization of Tangible Capital Assets				
Operations and Maintenance	7,614,374		7,614,374	7,603,804
Transportation and Housing	561,508		561,508	561,783
Total Expense	9,963,490	-	9,963,490	9,953,195
Net Revenue (Expense)	(1,143,952)	-	(1,143,952)	(316,928)
Net Transfers (to) from other funds				
Local Capital		392,856	392,856	542,856
Transfer to Local Capital for New School			-	138,068
Total Net Transfers	-	392,856	392,856	680,924
Other Adjustments to Fund Balances				
Tangible Capital Assets Purchased from Local Capital	392,856	(392,856)	-	
Total Other Adjustments to Fund Balances	392,856	(392,856)	-	
Budgeted Surplus (Deficit), for the year	(751,096)	-	(751,096)	363,996



3-Year Projections

Chilliwack School District

Three Year Budget Projection

OPERATING FUND	Annual Projections 2021/22 to 2023/24		
	2021/22	2022/23	2023/24
REVENUE			
Provincial Grants, Ministry of Education	142,476,537	145,299,537	146,886,218
LEA/Direct Funding From First Nations	2,356,455	2,356,455	2,382,844
Provincial Grants, Other	150,000	150,000	150,000
International Student Tuition	1,490,079	2,015,000	2,635,000
Other Revenue	545,327	545,327	545,327
Rentals & Leases	302,400	308,400	314,600
Investment Income	113,500	113,500	113,500
Total Revenue	147,434,298	150,788,219	153,027,489
EXPENSE			
Salaries			
Teachers	63,456,121	64,530,491	65,158,202
Principals & Vice-Principals	8,610,912	8,740,452	8,740,452
Education Assistants	12,698,322	12,934,271	13,085,197
Support Staff	13,570,104	14,222,820	14,365,418
Other Professionals	3,325,945	3,361,335	3,409,515
Substitutes	5,665,242	5,802,454	5,852,780
Total Salaries	107,326,646	109,591,823	110,611,564
Employee Benefits	25,529,901	26,626,671	27,273,988
Total Salary & Benefits	132,856,547	136,218,494	137,885,552
Services & Supplies	14,986,248	15,665,139	16,184,353
Total Expense	147,842,795	151,883,633	154,069,905
Net Revenue (Expense)	(408,497)	(1,095,414)	(1,042,416)
School Surpluses Included	562,483	562,483	562,483
Ab Ed Surplus	233,870	233,870	233,870
Other	5,000	-	-
Capital Asset Purchases	(392,856)	(522,856)	(522,856)
Transfer to Capital Reserves	-	-	-
Surplus (Deficit) for Year	(0)	(821,917)	(768,919)

Chilliwack School District

Three Year Budget Projection

OPERATING FUND	Annual Projections 2021/22 to 2023/24		
	2021/22	2022/23	2023/24
SERVICE & SUPPLIES BREAKDOWN:			
Services	3,762,493	3,938,726	3,971,321
Student Transportation	33,000	33,000	33,000
Professional Development & Travel	911,857	916,857	921,857
Rentals & Leases	25,000	25,000	25,000
Dues & Fees	326,500	326,500	326,500
Insurance	310,981	335,981	346,981
Supplies	7,410,417	7,778,075	8,158,694
Utilities	2,206,000	2,311,000	2,401,000
Total Services & Supplies	14,986,248	15,665,139	16,184,353

3-Year Budget Projections

Changes 2022/23



	Revenues	Expenses	Capital/ Transfers	Surplus (Deficit)
21/22 Preliminary Budget	\$ 147,434,298	\$ (147,842,795)	\$ 408,497	\$ -
<u>Changes (2022/23)</u>				
Enrolment	2,823,000	(1,770,048)		1,052,952
Wage Increases	-	-		-
Benefit Rates	-	(554,997)		(554,997)
New Schools/Space	-	(1,116,985)		(1,116,985)
New Positions	-	(43,490)		(43,490)
Other Revenue	530,921	(262,461)		268,460
Other Expenses	-	(292,857)		(292,857)
Transfers	-	-	(135,000)	(135,000)
2022/23 Projection	\$ 150,788,219	\$ (151,883,633)	\$ 273,497	\$ (821,917)

3-Year Budget Projections

Changes 2023/24



	Revenues	Expenses	Capital/ Transfers	Surplus (Deficit)
2022/23 Projection	\$ 150,788,219	\$ (151,883,633)	\$ 273,497	\$ (821,917)
<u>Changes (2023/24)</u>				
Enrolment	1,613,070	(1,057,260)		555,810
Wage Increases	-	-		-
Benefit Rates	-	(395,443)		(395,443)
New Schools/Space	-	(196,999)		(196,999)
New Positions	-	(43,690)		(43,690)
Other Revenue	626,200	(310,000)		316,200
Other Expenses	-	(182,880)		(182,880)
Transfers	-	-	-	-
2023/24 Projection	\$ 153,027,489	\$ (154,069,905)	\$ 273,497	\$ (768,919)

BOARD OF EDUCATION
DECISION REPORT

DATE: May 11, 2020
TO: Board of Education
FROM: Rohan Arul-pragasam, Interim Superintendent
RE: **SCHEDULE OF BOARD MEETINGS 2021 – 2022**

RECOMMENDATION:

THAT the Board of Education approve one of the following options for the 2021 – 2022 school year Board of Education meetings.

Option 1: Board Meeting Schedule – 16 meetings

Option 2: Board Meeting Schedule – 10 meetings + 9 Board Learning Sessions



**BOARD OF EDUCATION MEETINGS
2021 – 2022**

Option 1: 16 Meetings

- | | |
|--|----------------------------------|
| 1. September 14, 2021
(2 weeks) | 9. February 8, 2022
(3 weeks) |
| 2. September 28, 2021
(3 weeks) | 10. March 1, 2022
(2 weeks) |
| 3. October 19, 2021
(2 weeks) | 11. March 15, 2022
(4 weeks) |
| 4. November 2, 2021
(3 weeks) | 12. April 12, 2022
(2 weeks) |
| 5. November 23, 2021
(2 weeks) | 13. April 26, 2022
(2 weeks) |
| 6. December 7, 2021
(Elections)
(5 weeks) | 14. May 10, 2022
(3 weeks) |
| 7. January 11, 2022
(2 weeks) | 15. May 31, 2022
(2 weeks) |
| 8. January 25, 2022
(2 weeks) | 16. June 14, 2022 |



**Chilliwack
School District**

**BOARD OF EDUCATION MEETINGS
2021 – 2022**

Option 2: 10 Meetings

- | | |
|---|----------------------|
| 1. September 14, 2021 | 6. February 15, 2022 |
| 2. October 19, 2021 | 7. March 15, 2022 |
| 3. November 16, 2021 | 8. April 12, 2022 |
| 4. December 7, 2021
(Elections) | 9. May 17, 2022 |
| 5. January 11, 2022 | 10. June 14, 2022 |

Board Learning Sessions

- | | |
|-----------------------|-------------------|
| 1. September 28, 2021 | 6. March 8, 2022 |
| 2. October 26, 2021 | 7. April 19, 2022 |
| 3. November 23, 2021 | 8. May 10, 2022 |
| 4. January 18, 2022 | 9. June 7, 2022 |
| 5. February 8, 2022 | |

BOARD OF EDUCATION

DECISION REPORT

DATE: May 11, 2021
TO: Board of Education
FROM: David Swankey, Trustee
RE: **BOARD PROFESSIONAL LEARNING**

RECOMMENDATION:

THAT the Superintendent present options and associated costs for board training provided or recommended by British Columbia's Office of the Human Rights Commissioner at a future public meeting of the Board, no later than June 1, 2021.

RATIONALE:

The collective responsibility of the board is to uphold the highest respect for the human rights of those in the community they serve. Board training with an aim to support a common understanding and application of human rights obligations under the law, provides opportunity to support the board in upholding its legal obligations and fulfilling its fiduciary duty.

This information is needed to inform trustees so they may consider providing further direction to retain services prior to the end of the 2020/2021 school year.

ADDITIONAL RESOURCES:

<https://news.gov.bc.ca/releases/2021EDUC0023-000638>

<https://bchumanrights.ca/>

BOARD OF EDUCATION

DECISION REPORT

DATE: May 11, 2021
TO: Board of Education
FROM: David Swankey, Trustee
RE: **BOARD GOVERNANCE BUDGET**

RECOMMENDATION:

THAT the Board of Education direct the Secretary Treasurer to set aside \$7,000 from the Board Governance Budget, \$1000 from each trustee's professional learning fund, while the cost implications of recommended training from the Office of the Human Rights Commissioner are considered.

RATIONALE:

Any professional learning options presented to the Board will have cost implications; therefore, Policy 181: Trustee Professional Learning provides direction for our discussion. Trustees are afforded \$2,500 per year for professional learning and, as noted in section 2 of the policy, "from time to time, group activities with the Board may be recommended."

It is essential that the Board look within its governance budget to plan for board specific expenditures wherever possible. This is true of any year, but it is notable that the 2021-2022 school year poses additional financial challenges as reflected in the proposed budget presented to the Board on April 13, 2021.

ADDITIONAL RESOURCES:

<https://sd33.bc.ca/sites/sd33.bc.ca/files/2021-02/181%20Trustee%20Professional%20Learning%20-%201%2020%2021.pdf>

BOARD OF EDUCATION

INFORMATION REPORT

DATE: May 11, 2021
TO: Board of Education
FROM: Jared Mumford, Budget Advisory Committee Chair
RE: **BUDGET ADVISORY COMMITTEE REPORT**

The Board of Education received the Budget Advisory Committee Report of April 29, 2021.

Minutes



REPORT OF THE BUDGET COMMITTEE

Meeting Held Thursday, April 29, 2021 – 4:00 p.m.

Remotely – via Zoom

Attendance:

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

1. Call to Order

Chair Mumford called the meeting to order at 4:05 p.m. – Welcome and Indigenous Land Acknowledgement.

2. Approval of Agenda

Mover: Trustee Furgason
Seconder: Daisy Dai

THAT the agenda be approved as circulated.

CARRIED

3. Approval of Minutes

Mover: Eliza Telford
Secunder: Allan Van Tassel

THAT the minutes of the April 8, 2021 meeting be approved as circulated.

CARRIED

4. Public Presentation Debrief

Committee members were given time to provide feedback on the Public Budget Presentation held April 13, 2021 remotely via Zoom during the regular Board meeting. No feedback or questions were received.

5. March Quarterly Financial Report

The Secretary Treasurer presented the March Quarterly Financial Report indicating a favourable variance to budget of \$1,694,853. This is 1.7% of our year-to-date budget. Of this amount \$433,000 is in the Ab Ed budget and \$128,000 pertains to school budgets. This number is also assuming that the budgeted holdback funding of \$864,000 will be forthcoming.

6. Preliminary Budget 2021/22

The Secretary Treasurer and Assistant Secretary Treasurer presented the 2021/22 Annual Budget showing an annual budget amount of \$171,928,285.

The Secretary Treasurer reviewed Operating budget comparisons for the 20/21 Amended vs. 21/22 Preliminary budgets. Included in the budget are local Capital purchases of \$392,856. The Operating budget will be balanced through the utilization of \$801,353 from Ab Ed and School surplus carryforwards.

The Assistant Secretary Treasurer reviewed the Reserve Summary and Special Purpose funds. The 2021/22 budget will be presented to the Board of Education on May 11, 2021 for first reading.

Motion

Mover: Ed Klettke
Secunder: Trustee Furgason

THAT the Budget Advisory Committee recommends the Board direct staff to investigate the increases to PVP salaries used for non-enrolling positions (as shown on Schedule 2C) and report back to the Board.

CARRIED

7. **3- Year Projections**

The Secretary Treasurer presented the three-year projections, showing a balanced budget in 2021/22, a deficit of \$821,917 in 2022/23, and a deficit of \$768,919 2023/24. These projected deficits are largely due to operating costs for the two new schools that will be opening, as well as increases in benefit rates.

Motion

Mover: Trustee Furgason
Secunder: Trustee Maahs

THAT the Budget Advisory Committee recommends the Board receive a breakdown of costs incurred in Professional Development & Travel.

DEFEATED

8. **Committee Members**

The Chair thanked all members for their work on the committee this year. In lieu of a thank-you dinner, the Chair will be mailing out a small thank you gift to the committee.

Stakeholder members who will not be returning next year will put forth a recommendation of a person in their respective groups.

9. **Adjournment**

The meeting was adjourned 6:05 p.m.

BOARD OF EDUCATION

INFORMATION REPORT

DATE: May 11, 2021
TO: Board of Education
FROM: Gerry Slykhuis, Secretary Treasurer
RE: QUARTERLY FINANCIAL REPORT

The Secretary Treasurer will present the Quarterly Financial Report – March 31, 2021.

Chilliwack School District

Quarterly Financial Report - July 1, 2020 to March 31, 2021

OPERATING FUND	Year-to-Date Jul 1, 2020 to Mar 31, 2021				AMENDED ANNUAL BUDGET 2020-2021
	Y-T-D BUDGET 2020/21	July to Mar ACTUALS	Variance Favourable (Unfavourable)	%	
REVENUE					
Provincial Grants, Ministry of Education	96,365,324	96,501,146	135,822	0.1%	138,656,355
LEA/Direct Funding From First Nations	1,773,017	1,773,016	(1)	0.0%	2,356,455
Provincial Grants, Other	120,000	135,850	15,850	13.2%	150,000
International Student Tuition	539,056	547,936	8,880	1.6%	770,079
Other Revenue	255,258	224,535	(30,723)	-12.0%	295,337
Rentals & Leases	97,500	101,913	4,413	4.5%	130,000
Investment Income	210,086	214,588	4,501	2.1%	231,000
Total Revenue	99,360,240	99,498,984	138,744	0.1%	142,589,226
EXPENSE					
Salaries					
Teachers	43,039,509	42,763,345	276,164	0.6%	61,720,720
Principals & Vice-Principals	6,217,759	6,166,715	51,044	0.8%	8,416,670
Education Assistants	8,047,968	7,526,493	521,475	6.5%	11,939,833
Support Staff	9,301,474	8,909,837	391,637	4.2%	12,767,032
Other Professionals	2,476,302	2,498,828	(22,526)	-0.9%	3,325,172
Substitutes	3,913,483	4,112,387	(198,904)	-5.1%	5,620,602
Total Salaries	72,996,495	71,977,604	1,018,891	1.4%	103,790,029
Employee Benefits	16,125,851	15,917,930	207,921	1.3%	23,663,152
Total Salary & Benefits	89,122,346	87,895,535	1,226,811	1.4%	127,453,181
Services & Supplies	11,179,285	10,849,987	329,299	2.9%	15,256,474
Total Expense	100,301,631	98,745,522	1,556,110	1.6%	142,709,655
Net Revenue (Expense)	(941,391)	753,462	1,694,853	1.7%	(120,429)
School Surpluses Included	393,738	393,738	-		562,483
Ab Ed Surplus Included	163,709	163,709	-		233,870
Equity in Action	3,500	3,500	-		5,000
Capital Asset Purchases	(417,069)	(417,069)	-		(542,856)
Surplus (Deficit) for Year	(797,513)	897,340	1,694,853		138,068

Chilliwack School District

Quarterly Financial Report - July 1, 2020 to March 31, 2021

OPERATING FUND	Year-to-Date Jul 1, 2020 to Mar 31, 2021				AMENDED ANNUAL BUDGET 2020-2021
	Y-T-D BUDGET 2020/21	July to Mar ACTUALS	Variance Favourable (Unfavourable)	%	
SERVICE & SUPPLIES BREAKDOWN:					
Services	2,412,486	2,391,030	21,456	0.9%	3,355,849
Student Transportation	36,272	7,060	29,212	80.5%	50,000
Professional Development & Travel	679,372	436,416	242,956	35.8%	973,707
Rentals & Leases	31,500	22,986	8,514	27.0%	31,500
Dues & Fees	192,279	198,709	(6,430)	-3.3%	265,050
Insurance	308,881	313,266	(4,385)	-1.4%	308,881
Supplies	5,531,135	5,575,535	(44,400)	-0.8%	7,777,195
Utilities	1,987,360	1,904,983	82,377	4.1%	2,494,292
Total Services & Supplies	11,179,285	10,849,987	329,299	2.9%	15,256,474



Chilliwack
School District

Quarterly Financial Report March 2021

April 20, 2021

This report is provided in accordance with Policy 234: 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

Provincial Grants, Ministry of Education – Our February count for Special Needs students was up from our budget estimate by approximately \$400,000, which is where we anticipate the year end variance to end up.

Other Revenue – This negative variance is due to timing and should be very close to budget by the end of the year.

Teachers – Average teacher salaries are slightly lower than budgeted.

Principals & Vice-Principals – Each year 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 – The large positive variance is made primarily of two items:

1. Ab Ed EAs – staff vacancies has resulted in a \$231,000 positive variance here.
2. Budget Error – an error in the preparation of the budget resulted in some EAs being double counted. This will total approximately \$300,000 for the full year.

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

- District Clerical \$30,000
- School Clerical \$15,000
- School Support \$71,000

We also had large favourable variances in the following areas:

- Operations \$34,000 – this is due to the number of staff working on Covid-related work, which is charged against the special funding that we received.
- Custodial \$248,000 – our hiring has not been able to keep pace with the large increase in staff to deal with the pandemic.
- Bus Drivers \$150,000 – despite drivers assisting with cleaning at our schools, there is still significantly less hours being worked due to reduced school trips.

We have also had a large number of leaves without pay for staff who have exhausted their sick banks due to the pandemic.

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 – This unfavourable variance is in the following areas:

- | | |
|-----------------------|-------------|
| • Teachers | \$(195,000) |
| • CUPE 10 month staff | (81,000) |
| • Custodians | 84,000 |

The favourable variances in custodial is due to the number of casuals hired into Covid work, which has limited the number of substitutes available to cover absences.

Employee Benefits – Most of the variance is due to the positive variance in salaries.

SERVICES & SUPPLIES

Services are tracking close to budget. It is anticipated that most budgets will be spent by year-end and that the variance is due to timing of expenses.

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 budgets have been significantly underspent this year. When budgets were constructed, there was anticipation that COVID restrictions would ease and that there would be in person conferences and Professional Development opportunities. Travel expenses are also lower as staff conduct more meetings virtually.

Rentals & Leases have a positive variance that will be realized savings at year-end due to the fact that the budget included a retro rental payment that is no longer applicable to the District's rental agreement with the Cultus Lake Park Board.

Dues & Fees are slightly overbudget. This can be explained by the timing of when fees become due and when departments choose to pay these fees.

Supplies overspending of \$44,000 is largely due to additional equipment needed for the ADR Arts Cohort as well as Imagine High startup that is outside of the Capital budget.

Utilities are tracking 4% lower than budget. This can be attributed to a decrease in electricity use due to reduced occupancy of the District's buildings with the absence of rentals and after school activities.

OTHER ITEMS

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: May 11, 2021
TO: Board of Education
FROM: Gerry Slykhuis, Secretary Treasurer
RE: **TRANSPORTATION FEE SYSTEM UPDATE**

The Secretary Treasurer will provide an update on the system for collecting Transportation Registration Fees.

BACKGROUND:

On its April 27th Regular Board meeting, the following motion was passed:

THAT the Board approve the administration of registration fees for all bus riders and that any changes to those fees be reported to the Board prior to implementation, consistent with Policy 710.

Further that staff report back to the Board on the system for waiving fees for low-income families.

BOARD OF EDUCATION

INFORMATION REPORT

DATE: May 11, 2021

TO: Board of Education

FROM: Rohan Arul-pragasam, Interim Superintendent

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

BACKGROUND:

At the January 26, 2021 Board of Education meeting, the Board of Education approved a motion directing the Interim Superintendent to convene an ad hoc committee of District partners to review and revise the Terms of Reference (TOR) of the Inclusive Education Advisory Committee and report back to the Board of Education.

After providing further clarity to the Board of Education during the Committee of the Whole meeting on February 23, a meeting was scheduled for Monday, March 29, followed by a 2nd meeting on Monday, April 19, 2021. As existing committee members represented all partner groups and had an excellent working knowledge of how well the last Terms of Reference was adhered to during the mandate of the Committee, it was decided the Committee would be the same.

One of the essential norms for both meetings was that all members freely share any feedback to enhance the TOR as the overarching goal is to have the Committee's work be meaningful and impactful. Committee members initial conversation focused on the term "students with special needs and vulnerable students" and questioned if it was best to expand the mandate of the Committee or continue to focus on a group of students in our student population.

It was recognized and articulated that the mandate needs to be refined however the work of the committee continues to focus on systems of inequities. The committee is to provide guidance, advice and advocacy for the priorities for students with disabilities and diverse abilities, and to make formal recommendations for the district to take action.

Attached is the revised TOR along with the previous TOR for Board consideration. The Committee will convene for a third meeting on Monday, June 7, to talk about the process and further documentation associated with the revised TOR. Given the time left in this school year, the new Committee will convene for the first time during the 2021-2022 school year.

INCLUSIVE EDUCATION ADVISORY COMMITTEE (IEAC)

TERMS OF REFERENCE

Background and Context:

In 1995, a Special Education Policy Framework for British Columbia was established following extensive consultation with education partners. This Policy Framework guided the development of legislation and guidelines for special education programs and services in British Columbia and served as the foundation for the resource Special Education Services: A Manual of Policies, Procedures and Guidelines.

The Ministry of Education Special Education policy framework was updated in 2006 to clearly articulate the principle of inclusion. Inclusion supports equitable access to learning, achievement, and the pursuit of excellence – for all students – in all aspects of their educational programs. To help realize these goals for students with special needs, the education system in British Columbia is provided with supplemental special education funding. This funding helps schools to remove barriers and provide appropriate services and programs to ensure that the school system is:

- equitable
- of high quality
- relevant
- accessible; and
- accountable for all students, including those with special needs

In February 2021, The BC Ministry of Education updated their vision for inclusive education to one which state “to provide inclusive and responsive learning environments that recognize the value of diversity and provide equity of access, opportunity and outcome for all students including students with disabilities and diverse abilities”.

Student Services recognizes the importance of having representation from parents, CUPE, CTA, PVP, Indigenous Education, Alternative Education, and District Executive to address aspects of:

- Inclusion, diversity and equity as foundational to student success as described in the district mission and the District Framework for Enhancing Student Learning goals
- Ministry requirements for inclusion

Mandate IEAC:

The Inclusive Education Advisory Committee’s mandate as a working committee is to support inclusive education by identifying current issues and engaging in dialogue and collaborative problem solving:

- Build upon the work that is currently underway within the district and across the province
- Ensure alignment and collaboration across key policy/program areas within the Ministry of Education
- Alignment of work being done by key external sectors or community partners
- Identifying strategies to share knowledge or guidance across the district

The Committee will:

1. Work within the guidelines of the Ministry of Education Special Education Services: A Manual of Policies, Procedures and Guidelines (2016), as well as within the goals of the District Mission & Vision Statement, Strategic Plan, Framework for Enhancing Student Learning, and Policy for Student Success.
2. Explore issues of systems of inequities and make the commitment to provide guidance, advice and make formal recommendations to the district to take action against these systems and advocate for priorities and needs related to students with disabilities and diverse needs.
3. Norms for the committee include:
 - Ensuring issues brought forward are representative of the school community and not a personal issue (these are to be addressed with the child's teacher, principal, or school-based team).
 - Circulating agenda 2 weeks prior to scheduled meetings: October, November, January, February, April.
 - Adding information to the agenda through the chair up to one week prior to meeting (15 minutes to be allotted at the end of each meeting for emergent items).
 - Discussing and prioritizing agenda items at the committee meeting based on data presented (agenda items not prioritized will be added to the parking lot items and addressed as time permits).
 - Circulating minutes from committee meetings will be done in a timely manner and will include action items for subsequent meetings (which will be reviewed at each meeting).
 - Committing to attend all meetings (6 times per year from 3:30 – 5:00 scheduled at the beginning of each year).
 - Following committee membership guidelines as articulated in local collective agreements and adhering to the following considerations:
 - if multiple parents want to be considered for a position, the chair will make the decision in consultation with the DPAC representative.
 - committee membership for the year will be finalized 2 weeks prior to the first meeting
 - members will serve for a 1-year term with options to roll forward

Committee Membership:

- 5 Parents (elementary, middle, secondary, Indigenous, and alternative education)
- 5 CTA (elementary, middle, secondary, LA/RT, counsellor)
- 5 CUPE (elementary, middle, secondary, Indigenous and alternative education)
- 5 PVP (elementary, middle, secondary, Indigenous and alternative education)
- 2 Student Services Staff: District Principal and Vice-Principal
- 1 District Executive: Director of Instruction Learning Services
- 1 Trustee Representative (or Alternate)
- 1 D-PAC Rep
- Superintendent: Standing committee member

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

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; 1 Secondary)

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: May 11, 2021
TO: Board of Education
FROM: Rohan Arul-pragasam, Interim Superintendent
RE: COVID-19 UPDATE

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 – April 27, 2021

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

Staff: Rohan Arul-pragasam, Gerry Slykhuis, Mark Friesen, Paula Jordan, Kirk Savage, David Manuel, Tamara Ilersich, Allan Van Tassel, Talana McInally

1. Preliminary Strategic Plan Presentation

In-Camera Meeting – April 27, 2021

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

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

1. HR Report
2. BCPSEA Report
3. PVP Assignments
4. Release of Information (Trustee Bondar recused herself from this item)

Special In-Camera Meeting – May 5, 2021

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

Trustee Bondar recused herself from this meeting.

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

Guest: Keith Mitchell

1. Legal Opinion Release of Information