

# Committee of the Whole – Special Public Meeting

# Agenda



**Committee of the Whole – Special Public Meeting**  
**May 8, 2018 at 3:30pm**  
**District Education Office, 33046 – 4<sup>th</sup> Avenue, Mission, BC**

## Page

1. CALL TO ORDER  
*The Board Chair will acknowledge that this meeting is being held on Traditional Territory.*
2. ADOPTION OF AGENDA
3. STAFF REPORTS
  - 3.1 Student Recommendations: 2018-2019 Budget Information 1
  - 3.2 Preliminary 2018-2019 Budget Discussion 5
4. ADJOURNMENT

**ITEM 3.1      Information**

TO:                Committee of the Whole  
FROM:            Superintendent of Schools  
SUBJECT:        Student Recommendations: 2018-19 Budget

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The Superintendent of Schools consulted with students at the middle and high school level to gather input on items and resources that they would like incorporated in the 2018-19 budget.

**Attachments:**

- a. School Wish List
- b. Budget Presentation feedback from students

## School Wish List

<b>Elementary</b>	<b>Middle</b>	<b>Secondary</b>
<ul style="list-style-type: none"> <li>• More computers / technology</li> <li>• More team sports</li> <li>• More active sports</li> <li>• Better playground equipment</li> <li>• Field Trips (district helps fund)</li> <li>• More support / awareness for students with disabilities</li> </ul>	<ul style="list-style-type: none"> <li>• More experiments for Science / labs / hands-on</li> <li>• Better sports equipment</li> <li>• More language options</li> <li>• Foods room needs updating at Hatzic</li> <li>• Leadership Funding</li> <li>• Field Trips (district helps fund)</li> <li>• Instrument rentals</li> <li>• More anti-bullying focus / lessons</li> <li>• Better technology</li> <li>• Incorporate more 'health' components into physical education</li> </ul>	<ul style="list-style-type: none"> <li>• Better equipment (computers) / an actual computer lab</li> <li>• More language options</li> <li>• Better ventilation in the Metal Shop</li> <li>• Money into new sports at schools; update weight room; wrestling team</li> <li>• More Field Trip support (money, bussing)</li> <li>• Additional counselor for International students</li> <li>• Leadership Funding</li> <li>• Field Trips (district helps fund)</li> <li>• Musical Theatre budget</li> <li>• Instrument rentals</li> <li>• Planning to focus more on life skills / more relevant to life</li> <li>• No more portables / too hard to get classes way across school</li> <li>• Student parking</li> <li>• More washrooms in the school; most hand dryers do not work</li> <li>• More counsellors to reduce wait times</li> <li>• Evening classes</li> <li>• Area for students to hangout in during spare</li> </ul>

## **Budget Presentation feedback from students:**

### **Classroom needs:**

- **Science:**
  - more microscopes
  - new Bunsen burners (I spoke with the Science department and they said that the Bunsen burners are fine: the problem is with the gas.)
  - new glassware for labs
  - hands on teachables, such as Van de Graaff generator
- **Art:**
  - more supplies, such as paint and canvases
- **Music:**
  - more instruments for band: guitars (including an actual left-hand guitar), clarinets, double bass, drums, kazoos, mandolins
  - more amps, pedals, and synthesizers
- **Drama/Dance**
  - better floor for the Drama/Dance room as it is concrete (Drama teacher thought that possibly a rubber overlay would work.)
- **Textbooks**
  - some departments only have one class set of textbooks per room, so students are unable to take them home to complete work
  - Math classes need updated textbooks
- **Technology**
  - update or replace computers
    - most are slow to get working
    - many are missing keys
  - Resource teachers mentioned that Ipads would be very useful in their rooms because the regular computers take so long to start up. Students often only need to quickly look up one or two things.

### **Sports:**

- more options available for students who like different sports, such as softball
- new equipment and uniforms for teams
- more opportunities to be involved in tournaments
- more gym equipment
- students are finding that the need to fundraise is becoming too much

## **Safety:**

- need carbon monoxide detectors
- need to address the following issues in some schools (West Heights, Mission Central, Cherry Hill, and Mission Secondary were mentioned)
  - rodent problems
  - old or unsafe playground equipment
  - gang activity and/or drug problems

## **Student needs:**

- **food**
  - hot breakfasts in all schools
    - counsellors often bring in food for students
  - more hot lunches in elementary schools
  - better eating areas in schools
  - start up a backpack program which provides food for students who don't get much to eat over the weekend
- **clothing**
  - more loaner clothes
    - purchase them from the thrift stores
- extra school supplies for students in need

## **Other:**

- more opportunities for fieldtrips
- more extra-curricular activities and after school clubs
- renovate MSS
  - replace old carpets
  - fresh paint on walls and ceilings

## **Overall, the students felt that more money should go to the middle/high schools because:**

- older students take things, such as art, more seriously
- the students require lab equipment, etc. that is pricier
- the students are more experienced in sports and require more equipment
- their sports are more competitive
- many parents expect older students to rely on themselves for some things, such as food and school supplies

**ITEM 3.2      Discussion**

TO:                Committee of the Whole  
FROM:            Secretary Treasurer  
SUBJECT:        2018-2019 Preliminary Budget

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**THAT the draft preliminary budget information for the 2018/2019 school year be discussed and returned to the Committee of the Whole meeting on May 29, 2018 for further consideration:**

The attached spreadsheets reflect draft preliminary budget estimates for the 2018/2019 school year, subject to further discussion regarding additional needs that have been identified by senior staff, and other items brought forward for discussion.

**Attachments:**

- A. Preliminary Budget for Fiscal Year 2018/19 (Draft)
- B. Recommendations for Discussion – 2018/19 Preliminary Budget



## Preliminary Budget for Fiscal Year 2018/19

May 8, 2018

	2018 / 2019 Preliminary					2017 / 2018 Amended					Change	
	Operating	Special	Operating / Special	Capital	Total	Operating	Special	Operating / Special	Capital	Total	\$	%
<b>OPERATING REVENUE</b>												
Grants												
Ministry of Education - Operating	59,619,357	7,286,498	66,905,855		66,905,855	57,007,104	6,983,586	63,990,690		63,990,690	2,915,164	4.56%
Other Ministry of Education	824,891		824,891		824,891	1,157,141		1,157,141		1,157,141	(332,250)	-28.71%
Provincial - Other	281,034	-	281,034		281,034	310,615	50,000	360,615		360,615	(79,581)	-22.07%
<b>Total Grants</b>	<b>60,725,282</b>	<b>7,286,498</b>	<b>68,011,780</b>	<b>-</b>	<b>68,011,780</b>	<b>58,474,860</b>	<b>7,033,586</b>	<b>65,508,446</b>	<b>-</b>	<b>65,508,446</b>	<b>2,503,333</b>	<b>3.82%</b>
Tuition	2,376,500		2,376,500		2,376,500	2,372,000		2,372,000		2,372,000	4,500	0.19%
Other Revenue	350,000	1,680,000	2,030,000		2,030,000	326,896	1,692,281	2,019,177		2,019,177	10,823	0.54%
Rentals & Leases	137,000		137,000		137,000	210,000		210,000		210,000	(73,000)	-34.76%
Investment Income	145,000		145,000		145,000	125,000		125,000		125,000	20,000	16.00%
<b>TOTAL OPERATING REVENUE</b>	<b>63,733,782</b>	<b>8,966,498</b>	<b>72,700,280</b>	<b>-</b>	<b>72,700,280</b>	<b>61,508,756</b>	<b>8,725,867</b>	<b>70,234,623</b>	<b>-</b>	<b>70,234,623</b>	<b>2,465,656</b>	<b>3.51%</b>
Amortization of Deferred Capital				2,776,935	2,776,935				2,829,994	2,829,994		
<b>STATEMENT 2 REVENUE</b>	<b>63,733,782</b>	<b>8,966,498</b>	<b>72,700,280</b>	<b>2,776,935</b>	<b>75,477,215</b>	<b>61,508,756</b>	<b>8,725,867</b>	<b>70,234,623</b>	<b>2,829,994</b>	<b>73,064,617</b>	<b>2,465,656</b>	<b>3.51%</b>
<b>OPERATING EXPENSE</b>												
Salaries												
Teachers	25,043,920	4,640,851	29,684,771		29,684,771	24,084,698	4,347,176	28,431,873		28,431,873	1,252,898	4.41%
Principals and Vice-Principals	3,666,100	156,800	3,822,900		3,822,900	3,572,800	96,100	3,668,900		3,668,900	154,000	4.20%
Education Assistants	6,050,600	424,500	6,475,100		6,475,100	5,865,700	413,000	6,278,700		6,278,700	196,400	3.13%
Support Staff	7,009,010	243,672	7,252,682		7,252,682	6,475,840	280,640	6,756,480		6,756,480	496,202	7.34%
Other Professionals	1,945,613		1,945,613		1,945,613	1,841,913		1,841,913		1,841,913	103,700	5.63%
Substitutes	2,136,461		2,136,461		2,136,461	2,067,802		2,067,802		2,067,802	68,659	3.32%
<b>Total Salaries</b>	<b>45,851,704</b>	<b>5,465,824</b>	<b>51,317,528</b>	<b>-</b>	<b>51,317,528</b>	<b>43,908,753</b>	<b>5,136,916</b>	<b>49,045,669</b>	<b>-</b>	<b>49,045,669</b>	<b>2,271,859</b>	<b>4.63%</b>
Employee Benefits	10,716,730	1,264,261	11,980,991		11,980,991	10,523,405	1,146,554	11,669,959		11,669,959	311,032	2.67%
<b>Total Salaries and Benefits</b>	<b>56,568,434</b>	<b>6,730,085</b>	<b>63,298,519</b>	<b>-</b>	<b>63,298,519</b>	<b>54,432,158</b>	<b>6,283,470</b>	<b>60,715,628</b>	<b>-</b>	<b>60,715,628</b>	<b>2,582,891</b>	<b>4.25%</b>
Services and Supplies												
Services	1,716,306		1,716,306		1,716,306	1,737,981		1,737,981		1,737,981	(21,675)	-1.25%
Student Transportation	22,500		22,500		22,500	22,500		22,500		22,500	-	0.00%
Professional Development and Travel	424,900		424,900		424,900	438,000		438,000		438,000	(13,100)	-2.99%
Rentals & Leases	230,228		230,228		230,228	149,040		149,040		149,040	81,188	54.47%
Dues & Fees	88,100		88,100		88,100	88,100		88,100		88,100	-	0.00%
Insurance	181,665		181,665		181,665	206,811		206,811		206,811	(25,146)	-12.16%
Supplies	2,360,175	2,236,413	4,596,588		4,596,588	2,741,202	2,442,397	5,183,599		5,183,599	(587,011)	-11.32%
Utilities	1,097,200		1,097,200		1,097,200	1,192,201		1,192,201		1,192,201	(95,001)	-7.97%
Amortization				4,012,776	4,012,776				3,833,953	3,833,953		
<b>Total Services and Supplies</b>	<b>6,121,074</b>	<b>2,236,413</b>	<b>8,357,486</b>	<b>4,012,776</b>	<b>12,370,262</b>	<b>6,575,834</b>	<b>2,442,397</b>	<b>9,018,232</b>	<b>3,833,953</b>	<b>12,852,185</b>	<b>(660,745)</b>	<b>-7.33%</b>
<b>TOTAL OPERATING EXPENSE</b>	<b>62,689,508</b>	<b>8,966,498</b>	<b>71,656,005</b>	<b>4,012,776</b>	<b>75,668,781</b>	<b>61,007,992</b>	<b>8,725,867</b>	<b>69,733,860</b>	<b>3,833,953</b>	<b>73,567,813</b>	<b>1,922,146</b>	<b>2.76%</b>
<b>Net Operating Surplus (Deficit)</b>	<b>1,044,274</b>	<b>-</b>	<b>1,044,274</b>	<b>(1,235,841)</b>	<b>(191,567)</b>	<b>500,764</b>	<b>-</b>	<b>500,764</b>	<b>(1,003,959)</b>	<b>(503,195)</b>	<b>543,511</b>	
Budgeted allocation of Surplus	263,795		263,795		263,795	1,728,146		1,728,146		1,728,146	(1,464,352)	
Allocation to Capital	(895,000)		(895,000)	895,000	-	(2,228,910)		(2,228,910)	2,228,910	-	1,333,910	
<b>Projected Operating Surplus/(Deficit)</b>	<b>413,069</b>	<b>-</b>	<b>413,069</b>	<b>(340,841)</b>	<b>72,228</b>	<b>0</b>	<b>-</b>	<b>0</b>	<b>1,224,951</b>	<b>1,224,951</b>	<b>413,069</b>	
	Budgeted Spending			Accounting	Bylaw	Budgeted Spending			Accounting	Bylaw		

**18/19 Preliminary Budget**  
**Recommendations For Discussion**  
 May 8, 2018



Description	Amount	Budget	Incl?	Responsible
<b>NON-DISCRETIONARY (included in budget):</b>				
Additional teaching - Elementary (+4 FTE per staff planning)	380,000	Elementary schools	Y	Larry/Corien
Additional teaching FTE to support forecast of +140 students (+4 FTE)	380,000	Schools	Y	Larry/Corien
Secondary school curriculum support teachers (8 blocks)	110,000	Curriculum	Y	Larry
Additional Halq'emeylem teacher - HMS/HPMS	95,000	HMS/HPMS	Y	Joe
Psychologist (1 FTE)	95,000	Student Services	Y	Carolynn
HR Manager - Health & Safety	93,000	HR	Y	Corien
Bus driver to allow increased mechanic time (1 FTE)	26,500	Transportation	Y	Jodi
Electrician (1 FTE)	76,000	Facilities	Y	Corien
Carpenter (1 FTE)	76,000	Facilities	Y	Corien
Grounds - 6 month position for Stave Falls setup support	30,000	Facilities	Y	Corien
Summer School	15,000	District Teaching	Y	Angus/Larry
Science room at MSS	150,000	Local Capital	Y	Corien
Stave Falls educational resources (start-up)	130,000	Curriculum	Y	Corien/Larry
Stave Falls site preparation	675,000	Local Capital	Y	Corien
Wage increases for all employee groups	988,325	AO/Exempt	Y	Corien
Additional BSW hours for classroom increase (7 hrs/week)	11,000	Facilities	Y	Corien
<b>SUB-TOTAL NON-DISCRETIONARY</b>	<b>3,330,825</b>			
<b>DISCRETIONARY:</b>				
ABED DP to operating (.6 FTE)	90,000	ABED		Joe
Joyful literacy extended to all schools/teachers (G K-2)	20,000	Curriculum		Larry
Speech Language Pathologist (.6 FTE)	60,000	Student Services		Carolynn
Youth care worker (1 FTE) - Elementary counselling teams	60,000	Student Services		Carolynn
Counsellor (1 FTE) - Middle schools	100,000	Student Services		Carolynn
Admin funding (TTOC shortages)	75,000	Schools		Angus/Corien
HMS admin time (.4 FTE)	73,000	HMS		Angus/Corien
Windebank admin time (.1 FTE)	9,500	Windebank		Angus/Corien
ABED curriculum teacher to operating (.5 FTE)	47,500	Curriculum (ABED)		Joe
ABED Program Area Leaders (3)	8,000	ABED		Joe
Stave Falls Principal (.5 FTE start-up)	72,500	Elementary		Angus/Corien
Primary literacy & numeracy support EA (5 hr/day)	35,000	Curriculum		Larry
District reading intervention afternoon program G 4-6 teacher (.5 FTE)	47,500	Curriculum		Larry
District reading intervention afternoon program G 4-6 busing	10,000	Curriculum		Larry
Fully resourced guided reading programs (elem/summit)	50,000	Curriculum		Larry
Temp IT technician to permanent	75,000	Technology		Colleen
Additional professional development - student services	20,000	Student Services		Carolynn
SPED enrolling teacher release time	30,000	Student Services		Carolynn
Professional development for TTOC's (recruiting initiative)	20,000	HR		Sue
Theatre capital improvements	50,000	Local Capital		Corien
Window replacements - Transportation	20,000	Local Capital		Corien
Grounds equipment - large mower	90,000	Local Capital		Ray
White fleet additions	100,000	Local Capital		Ray/Corien
Dishwasher/Kitchen - YES program - Frasersview	15,000	Local Capital		Larry
<b>SUB-TOTAL DISCRETIONARY</b>	<b>1,178,000</b>			