

**School District #75 (Mission)  
Public Meeting of the Board of Education  
Agenda**

**February 18, 2020, 6:30 pm  
West Heights Elementary  
32065 Van Velzen Avenue, Mission, BC**

			<b>Pages</b>
<b>1.</b>	<b>CALL TO ORDER</b>		
	<i>The Board Chair will acknowledge that this meeting is being held on Traditional Territory.</i>		
<b>2.</b>	<b>ADOPTION OF AGENDA</b>		
<b>3.</b>	<b>DELEGATIONS/PRESENTATIONS</b>		
<b>4.</b>	<b>UNFINISHED BUSINESS</b>		
4.1	Policies to be rescinded	Action	1 - 4
<b>5.</b>	<b>STAFF REPORTS</b>		
5.1	Amended Budget 2019-20	Action	5 - 28
5.2	Month End Financial Summary - January 31, 2020	Information	29 - 30
5.3	Reporting out from Closed Meeting		
<b>6.</b>	<b>NEW BUSINESS</b>		
6.1	Budget Savings		31
<b>7.</b>	<b>MINUTES OF PREVIOUS MEETINGS</b>		
7.1	Board of Education Public Meeting Minutes, January 21, 2020	Action	32 - 37
<b>8.</b>	<b>INFORMATION ITEMS</b>		
8.1	Albert McMahon Sewage Lift Station Update	Information	38
8.2	Trades Training Advisory Committee - Draft Meeting Minutes, January 28, 2020	Information	39 - 40
<b>9.</b>	<b>CORRESPONDENCE</b>		
<b>10.</b>	<b>COMMITTEE MINUTES/LIAISON REPORTS</b>		

**11. ANNOUNCEMENTS**

11.1 The Secret Pocket

**12. QUESTION PERIOD**

*Questions asked must be related to items discussed on the Agenda. Labour, Land, and Legal issues will not be discussed.*

**13. ADJOURNMENT**

**ITEM 4.1      Action**

TO:                Board of Education  
FROM:            C. Becker, Secretary Treasurer  
SUBJECT:        Policies to be Rescinded

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**Recommendation**

**THAT the following policies be rescinded**

**Policy 9 – Board Representatives**

**Policy 10 – Policy Development**

**1. Background:**

At the Public Board meeting on January 21, 2020, the Board approved reformatted versions of Policy 9 and 10. As such the policies should have been rescinded at the time.

The revised policies are available on the district website. Click here to view the new policies for [Policy Development and Review Policy](#) and the [School District Representatives to External Organizations](#).

**2. Options:**

**3. Analysis and Impact:**

- a. Strategic Plan Alignment
- b. Enhancement Agreement
- c. Funding Guidelines, Costing, & Budget Impact
- d. Policy, Legislation, Regulation
- e. Organizational Capacity
- f. Risks
  - i. Organizational
  - ii. Reputational
  - iii. Strategic
- g. Benefits
  - i. Organizational
  - ii. Reputational
  - iii. Strategic

**4. Public Participation:**

**5. Implementation:**

**6. Attachments:**

- a. Policy 9 & 10

## **Board Representatives**

In response to requests from external organizations or agencies, the board will give consideration to naming representatives to various external boards or committees. Such representation is established at the discretion of the board to facilitate the exchange of information on matters of mutual concern and/or to discuss possible agreements between the board and other organizations.

**Date of Board Approval: February 2009**

*Legal Reference: School Act, Section 65, 85*

To be Rescinded

## **Policy Development**

Policy development is a key responsibility of the board. Policies constitute the will of the board in determining how the district will be operated. Policies provide effective direction and guidelines for the action of the board, superintendent, staff, students, electors and other agencies. Policies also serve as sources of information and guidelines to all who may be interested in or connected with the operation of the district. Adoption of new board policies or revision of existing policies is solely the responsibility of the board.

The board shall be guided in its approach to policy making by ensuring adherence to the requirements necessary to provide public education and compliance with the School Act and other provincial legislation. Further, the board believes that the development and review of policies are enhanced when the process allows for the meaningful involvement of staff and other interested groups and persons.

Board policies shall provide an appropriate balance between the responsibility of the board to develop the broad guidelines to guide the district and the opportunity for the superintendent to exercise professional judgment in the administration of the district.

The board shall adhere to the following stages in its approach to policy making:

- Planning

The board, in cooperation with the superintendent, shall assess the need for a policy, as a result of its own monitoring activities or on the suggestion of others, and identify the critical attributes of each policy to be developed.

- Development

The board may develop the policy itself or could delegate the responsibility for development to the superintendent. The process for the development and review of policies will allow for the participation of interested and concerned groups and individuals as appropriate to their circumstances.

- Implementation

The board is responsible for the implementation of policies governing its own processes. The board and superintendent share the responsibility for implementation of policies relating to the board-superintendent relationship. The superintendent is responsible for the implementation of all administrative procedures which will take effect upon approval by the board.

- Evaluation

The board, in cooperation with the superintendent, shall evaluate each policy in a timely manner in order to determine whether or not it is meeting its intended purpose.

Specifically, policy development and approval will occur over a series of regular board meetings where direction and/or opportunities for a consultation process may be provided, with review and possible amendment as follows:

- Proposals to adopt, amend, or rescind a policy shall be initiated by notice of motion at a regular board meeting. Such notice of motion will be accompanied by relevant background information and, as appropriate, recommendations for a consultative process which may include staff groups; or, school and community representatives.

- At a subsequent meeting trustees, staff, or other groups, as appropriate, may offer input and reactions towards a draft policy. In addition, the draft policy will be circulated to the educational community, including all administrators and managers, employee groups, parent advisory councils, and the Mission District Parent's Advisory Council for review and comment, using the [Draft Policy Response](#) form.
- Once input and reactions have been received, the board will give direction on a timeline for a final draft policy to be brought forward to a regular board meeting for:
  - Final adoption, or;
  - Referral for additional amendments with adoption at a future meeting.
- When appropriate, the superintendent shall seek legal advice on the intent and the wording of the policy.
- Adoption of a policy statement shall be by board motion.
- In the absence of existing policy, the board may make decisions, by resolution, on matters affecting the administration, management, and operation of the district. Such decisions carry the weight of policy until such time as specific written policy is developed.
- The board may request the superintendent to change an administrative procedure to a draft board policy, and will provide the rationale for the same.
- The board may also repeal a policy and subsequently delegate the superintendent authority over this area.
- All board policies and administrative procedures shall be posted on the district's website and distributed electronically to all principals and central office staff. A hard copy of board policies and administrative procedure changes shall be sent to all work sites.
- The board shall review each policy as and when required.

**Date of Board Approval: September 2008**

**Date Amended: January 2012**

*Legal Reference: School Act, Section 85*

**ITEM 5.1      Action**

**File No.    8010**

TO:            Board of Education  
FROM:        Committee of the Whole  
SUBJECT:     Amended Budget 2019-20

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**Recommendation**

**THAT the following resolutions be approved:**

**THAT the required three (3) readings and adoption of School District No. 75 (Mission) Amended Annual Budget Bylaw for fiscal year 2019/2020 be carried out in one meeting.**

**THAT School District No. 75 (Mission) Amended Annual Budget Bylaw for fiscal year 2019/2020 be approved as read a first time.**

**THAT School District No. 75 (Mission) Amended Annual Budget Bylaw for fiscal year 2019/2020 be approved as read a second time.**

**THAT School District No. 75 (Mission) Amended Annual Budget Bylaw for fiscal year 2019/2020 be approved as read a third time and finally adopted.**

**1. Summary:**

The 2019/2020 Amended Budget is presented for consideration. The amended budget as presented is a balanced budget.

The 2019/2020 Preliminary Budget was approved in June 2019. The Amended Budget must be approved prior to February 28, 2020. The amendments were reviewed at January and February Committee of the Whole meetings. The recommendations presented and direction from the Committee meetings have been incorporated into the bylaw.

Included with this report is a summary of the proposed 2019/2020 Amended Budget as compared to the Preliminary Budget. Also attached are the summary reports reviewed during the Committee meetings and the Budget Bylaw in the format required by the Province.

Staff will continue to work on reducing costs and spending between now and the end of the school year to minimize any draw required from the Local Capital to balance the year and protect against a deficit.

**2. Options:**

The Board can approve the bylaw as presented, or direct that staff make further amendments prior to approving the bylaw. The bylaw must be approved by February 28, 2020, and as such, there is little time to make additional changes.

**3. Analysis and Impact:**

- a. Strategic Plan Alignment
- b. Enhancement Agreement
- c. Funding Guidelines, Costing, & Budget Impact

A significant number of adjustments were processed to reduce the amount of the annual deficit. The net revenue of the operating budget (budget bylaw page 6) has a negative balance of

\$944,513. This is reconciled by transferring \$506,156 from the prior year surplus (see page 23 of the annual report - \$236,653 restricted for schools and departments, and \$269,503 unrestricted), and \$438,357 from the Local Capital Account.

d. Policy, Legislation, Regulation

The amended budget must be approved and submitted to the Ministry by the end of February.

e. Organizational Capacity

f. Risks

i. Organizational

As the organization no longer has reserve funds available at the end of the year, spending must be closely monitored to try and minimize the risk of having a structural deficit.

ii. Reputational

iii. Strategic

g. Benefits

i. Organizational

ii. Reputational

iii. Strategic

**4. Public Participation:**

**5. Implementation:**

**6. Attachments:**

1. Budget Bylaw

2. Presentation Summaries

Amended Annual Budget

## **School District No. 75 (Mission)**

June 30, 2020

# School District No. 75 (Mission)

June 30, 2020

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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. 75 (MISSION) (called the "Board") to adopt the Amended Annual Budget of the Board for the fiscal year 2019/2020 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. 75 (Mission) Amended Annual Budget Bylaw for fiscal year 2019/2020.
3. The attached Statement 2 showing the estimated revenue and expense for the 2019/2020 fiscal year and the total budget bylaw amount of \$80,012,431 for the 2019/2020 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 2019/2020.

READ A FIRST TIME THE 18th DAY OF FEBRUARY, 2020;

READ A SECOND TIME THE 18th DAY OF FEBRUARY, 2020;

READ A THIRD TIME, PASSED AND ADOPTED THE 18th DAY OF FEBRUARY, 2020;

( Corporate Seal )

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Chairperson of the Board

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Secretary Treasurer

I HEREBY CERTIFY this to be a true original of School District No. 75 (Mission) Amended Annual Budget Bylaw 2019/2020, adopted by the Board the 18th DAY OF FEBRUARY, 2020.

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Secretary Treasurer

# School District No. 75 (Mission)

Amended Annual Budget - Revenue and Expense  
Year Ended June 30, 2020

	2020 Amended Annual Budget	2020 Annual Budget
<b>Ministry Operating Grant Funded FTE's</b>		
School-Age	6,280,000	6,243,000
Adult	8,000	7,375
<b>Total Ministry Operating Grant Funded FTE's</b>	<b>6,288,000</b>	<b>6,250,375</b>
<b>Revenues</b>	\$	\$
Provincial Grants		
Ministry of Education	69,808,414	67,603,421
Other	427,062	298,881
Tuition	2,309,000	2,432,000
Other Revenue	2,110,532	2,010,532
Rentals and Leases	262,040	262,040
Investment Income	145,000	145,000
Amortization of Deferred Capital Revenue	2,927,680	2,969,194
<b>Total Revenue</b>	<b>77,989,728</b>	<b>75,721,068</b>
<b>Expenses</b>		
Instruction	63,667,779	60,555,007
District Administration	2,987,764	3,017,525
Operations and Maintenance	12,197,700	12,061,770
Transportation and Housing	1,159,188	1,160,383
<b>Total Expense</b>	<b>80,012,431</b>	<b>76,794,685</b>
<b>Net Revenue (Expense)</b>	<b>(2,022,703)</b>	<b>(1,073,617)</b>
<b>Budgeted Allocation (Retirement) of Surplus (Deficit)</b>	<b>506,156</b>	
<b>Budgeted Surplus (Deficit), for the year</b>	<b>(1,516,547)</b>	<b>(1,073,617)</b>
<b>Budgeted Surplus (Deficit), for the year comprised of:</b>		
Operating Fund Surplus (Deficit)		
Special Purpose Fund Surplus (Deficit)		
Capital Fund Surplus (Deficit)	(1,516,547)	(1,073,617)
<b>Budgeted Surplus (Deficit), for the year</b>	<b>(1,516,547)</b>	<b>(1,073,617)</b>

# School District No. 75 (Mission)

Amended Annual Budget - Revenue and Expense  
Year Ended June 30, 2020

	2020 Amended Annual Budget	2020 Annual Budget
<b>Budget Bylaw Amount</b>		
Operating - Total Expense	66,962,979	65,389,522
Special Purpose Funds - Total Expense	9,043,582	7,362,352
Capital Fund - Total Expense	4,005,870	4,042,811
<b>Total Budget Bylaw Amount</b>	<b>80,012,431</b>	<b>76,794,685</b>

## Approved by the Board

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Signature of the Chairperson of the Board of Education \_\_\_\_\_ Date Signed \_\_\_\_\_

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Signature of the Superintendent \_\_\_\_\_ Date Signed \_\_\_\_\_

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Signature of the Secretary Treasurer \_\_\_\_\_ Date Signed \_\_\_\_\_

# School District No. 75 (Mission)

Amended Annual Budget - Changes in Net Financial Assets (Debt)  
Year Ended June 30, 2020

	<b>2020 Amended Annual Budget</b>	2020 Annual Budget
	\$	\$
<b>Surplus (Deficit) for the year</b>	<b>(2,022,703)</b>	(1,073,617)
<b>Effect of change in Tangible Capital Assets</b>		
Acquisition of Tangible Capital Assets		
From Deferred Capital Revenue	<b>(1,373,114)</b>	(2,147,620)
<b>Total Acquisition of Tangible Capital Assets</b>	<b>(1,373,114)</b>	(2,147,620)
Amortization of Tangible Capital Assets	<b>4,005,870</b>	4,042,811
<b>Total Effect of change in Tangible Capital Assets</b>	<b>2,632,756</b>	1,895,191
Acquisitions of Prepaid Expenses	<b>(200,000)</b>	(200,000)
Use of Prepaid Expenses	<b>249,762</b>	200,000
	<b>49,762</b>	-
<b>(Increase) Decrease in Net Financial Assets (Debt)</b>	<b>659,815</b>	821,574

**School District No. 75 (Mission)**

Amended Annual Budget - Schedule of Changes in Accumulated Surplus (Deficit) by Fund  
 Year Ended June 30, 2020

	<b>Operating Fund</b>	<b>Special Purpose Fund</b>	<b>Capital Fund</b>	<b>2020 Amended Annual Budget</b>
	\$	\$	\$	\$
<b>Accumulated Surplus (Deficit), beginning of year</b>	506,156		28,313,420	<b>28,819,576</b>
<b>Changes for the year</b>				
Net Revenue (Expense) for the year	(944,513)		(1,078,190)	<b>(2,022,703)</b>
Interfund Transfers				
Local Capital	438,357		(438,357)	-
<b>Net Changes for the year</b>	<b>(506,156)</b>	-	<b>(1,516,547)</b>	<b>(2,022,703)</b>
<b>Budgeted Accumulated Surplus (Deficit), end of year</b>	<b>-</b>	<b>-</b>	<b>26,796,873</b>	<b>26,796,873</b>

# School District No. 75 (Mission)

Amended Annual Budget - Operating Revenue and Expense  
Year Ended June 30, 2020

	2020 Amended Annual Budget	2020 Annual Budget
	\$	\$
<b>Revenues</b>		
Provincial Grants		
Ministry of Education	62,643,013	61,911,069
Other	318,881	298,881
Tuition	2,309,000	2,432,000
Other Revenue	340,532	340,532
Rentals and Leases	262,040	262,040
Investment Income	145,000	145,000
<b>Total Revenue</b>	<b>66,018,466</b>	<b>65,389,522</b>
<b>Expenses</b>		
Instruction	55,046,438	53,609,458
District Administration	2,905,494	2,934,835
Operations and Maintenance	7,857,717	7,684,846
Transportation and Housing	1,153,330	1,160,383
<b>Total Expense</b>	<b>66,962,979</b>	<b>65,389,522</b>
<b>Net Revenue (Expense)</b>	<b>(944,513)</b>	<b>-</b>
<b>Budgeted Prior Year Surplus Appropriation</b>	<b>506,156</b>	
<b>Net Transfers (to) from other funds</b>		
Local Capital	438,357	
<b>Total Net Transfers</b>	<b>438,357</b>	<b>-</b>
<b>Budgeted Surplus (Deficit), for the year</b>	<b>-</b>	<b>-</b>

# School District No. 75 (Mission)

Schedule 2A

Amended Annual Budget - Schedule of Operating Revenue by Source  
Year Ended June 30, 2020

	2020 Amended Annual Budget	2020 Annual Budget
	\$	\$
<b>Provincial Grants - Ministry of Education</b>		
Operating Grant, Ministry of Education	61,065,562	60,308,728
ISC/LEA Recovery	(195,532)	(195,532)
Other Ministry of Education Grants		
Pay Equity	725,901	725,901
Transportation Supplement	188,900	188,900
Carbon Tax Grant	50,000	50,000
Employer Health Tax Grant	515,072	515,072
Support Staff Benefits Grant	25,110	
FSA	13,000	13,000
Skills Training	5,000	5,000
Increased Enrolment - Summit		300,000
Labour Settlement Funding	250,000	
<b>Total Provincial Grants - Ministry of Education</b>	<b>62,643,013</b>	<b>61,911,069</b>
<b>Provincial Grants - Other</b>	<b>318,881</b>	<b>298,881</b>
<b>Tuition</b>		
Continuing Education	309,000	309,000
International and Out of Province Students	2,000,000	2,123,000
<b>Total Tuition</b>	<b>2,309,000</b>	<b>2,432,000</b>
<b>Other Revenues</b>		
Funding from First Nations	195,532	195,532
Miscellaneous		
Pay for Service - Riverside	20,000	20,000
District of Mission - Clarke Theatre	100,000	100,000
Other	25,000	25,000
<b>Total Other Revenue</b>	<b>340,532</b>	<b>340,532</b>
<b>Rentals and Leases</b>	<b>262,040</b>	<b>262,040</b>
<b>Investment Income</b>	<b>145,000</b>	<b>145,000</b>
<b>Total Operating Revenue</b>	<b>66,018,466</b>	<b>65,389,522</b>

# School District No. 75 (Mission)

Amended Annual Budget - Schedule of Operating Expense by Object  
Year Ended June 30, 2020

	2020 Amended Annual Budget	2020 Annual Budget
	\$	\$
<b>Salaries</b>		
Teachers	25,926,974	25,189,164
Principals and Vice Principals	3,901,400	3,988,890
Educational Assistants	6,389,500	6,113,100
Support Staff	7,548,640	7,308,240
Other Professionals	2,159,913	2,175,030
Substitutes	3,023,096	3,073,096
<b>Total Salaries</b>	<b>48,949,523</b>	<b>47,847,520</b>
<b>Employee Benefits</b>	<b>11,450,587</b>	<b>11,260,568</b>
<b>Total Salaries and Benefits</b>	<b>60,400,110</b>	<b>59,108,088</b>
<b>Services and Supplies</b>		
Services	1,974,039	1,915,839
Student Transportation	19,000	19,000
Professional Development and Travel	413,640	490,200
Rentals and Leases	260,158	260,158
Dues and Fees	88,100	88,100
Insurance	163,277	155,277
Supplies	2,457,950	2,166,155
Utilities	1,186,705	1,186,705
<b>Total Services and Supplies</b>	<b>6,562,869</b>	<b>6,281,434</b>
<b>Total Operating Expense</b>	<b>66,962,979</b>	<b>65,389,522</b>

# School District No. 75 (Mission)

Amended Annual Budget - Operating Expense by Function, Program and Object  
Year Ended June 30, 2020

	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	21,044,974	528,500	50,200	344,500		2,412,167	24,380,341
1.03 Career Programs	550,200	128,600	31,300	344,500			1,054,600
1.07 Library Services	998,600						998,600
1.08 Counselling	947,800						947,800
1.10 Special Education	1,893,600		5,114,600	557,040		336,539	7,901,779
1.30 English Language Learning	281,000	12,900	363,100				657,000
1.31 Indigenous Education	210,800	135,500	794,200	34,500		10,000	1,185,000
1.41 School Administration		3,057,300		1,224,700	55,000	54,090	4,391,090
1.62 International and Out of Province Students		38,600	36,100	100,000	181,000		355,700
1.64 Other				18,000	157,500		175,500
<b>Total Function 1</b>	<b>25,926,974</b>	<b>3,901,400</b>	<b>6,389,500</b>	<b>2,623,240</b>	<b>393,500</b>	<b>2,812,796</b>	<b>42,047,410</b>
<b>4 District Administration</b>							
4.11 Educational Administration				130,000	523,600		653,600
4.40 School District Governance					86,213		86,213
4.41 Business Administration				395,800	791,200	5,000	1,192,000
<b>Total Function 4</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>525,800</b>	<b>1,401,013</b>	<b>5,000</b>	<b>1,931,813</b>
<b>5 Operations and Maintenance</b>							
5.41 Operations and Maintenance Administration				89,000	286,700	25,000	400,700
5.50 Maintenance Operations				3,381,700		180,300	3,562,000
5.52 Maintenance of Grounds				283,200			283,200
5.56 Utilities							-
<b>Total Function 5</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>3,753,900</b>	<b>286,700</b>	<b>205,300</b>	<b>4,245,900</b>
<b>7 Transportation and Housing</b>							
7.41 Transportation and Housing Administration				27,600	78,700		106,300
7.70 Student Transportation				618,100			618,100
<b>Total Function 7</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>645,700</b>	<b>78,700</b>	<b>-</b>	<b>724,400</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>25,926,974</b>	<b>3,901,400</b>	<b>6,389,500</b>	<b>7,548,640</b>	<b>2,159,913</b>	<b>3,023,096</b>	<b>48,949,523</b>

# School District No. 75 (Mission)

Amended Annual Budget - Operating Expense by Function, Program and Object  
 Year Ended June 30, 2020

	Total Salaries	Employee Benefits	Total Salaries and Benefits	Services and Supplies	2020 Amended Annual Budget	2020 Annual Budget
	\$	\$	\$	\$	\$	\$
<b>1 Instruction</b>						
1.02 Regular Instruction	24,380,341	5,638,782	30,019,123	1,654,118	31,673,241	31,694,631
1.03 Career Programs	1,054,600	255,240	1,309,840	317,978	1,627,818	1,488,818
1.07 Library Services	998,600	237,640	1,236,240	42,000	1,278,240	1,260,430
1.08 Counselling	947,800	225,570	1,173,370	5,500	1,178,870	1,179,990
1.10 Special Education	7,901,779	1,929,260	9,831,039	148,000	9,979,039	8,845,080
1.30 English Language Learning	657,000	159,490	816,490	8,000	824,490	848,040
1.31 Indigenous Education	1,185,000	283,730	1,468,730	307,630	1,776,360	1,694,638
1.41 School Administration	4,391,090	975,300	5,366,390	171,900	5,538,290	5,404,181
1.62 International and Out of Province Students	355,700	79,060	434,760	512,000	946,760	978,375
1.64 Other	175,500	24,530	200,030	23,300	223,330	215,275
<b>Total Function 1</b>	<b>42,047,410</b>	<b>9,808,602</b>	<b>51,856,012</b>	<b>3,190,426</b>	<b>55,046,438</b>	<b>53,609,458</b>
<b>4 District Administration</b>						
4.11 Educational Administration	653,600	138,120	791,720	151,100	942,820	917,136
4.40 School District Governance	86,213	27,600	113,813	66,500	180,313	180,313
4.41 Business Administration	1,192,000	261,400	1,453,400	328,961	1,782,361	1,837,386
<b>Total Function 4</b>	<b>1,931,813</b>	<b>427,120</b>	<b>2,358,933</b>	<b>546,561</b>	<b>2,905,494</b>	<b>2,934,835</b>
<b>5 Operations and Maintenance</b>						
5.41 Operations and Maintenance Administration	400,700	82,210	482,910	254,077	736,987	741,336
5.50 Maintenance Operations	3,562,000	875,525	4,437,525	999,500	5,437,025	5,252,505
5.52 Maintenance of Grounds	283,200	73,300	356,500	140,500	497,000	504,300
5.56 Utilities	-	-	-	1,186,705	1,186,705	1,186,705
<b>Total Function 5</b>	<b>4,245,900</b>	<b>1,031,035</b>	<b>5,276,935</b>	<b>2,580,782</b>	<b>7,857,717</b>	<b>7,684,846</b>
<b>7 Transportation and Housing</b>						
7.41 Transportation and Housing Administration	106,300	23,330	129,630	5,100	134,730	133,883
7.70 Student Transportation	618,100	160,500	778,600	240,000	1,018,600	1,026,500
<b>Total Function 7</b>	<b>724,400</b>	<b>183,830</b>	<b>908,230</b>	<b>245,100</b>	<b>1,153,330</b>	<b>1,160,383</b>
<b>9 Debt Services</b>						
<b>Total Function 9</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total Functions 1 - 9</b>	<b>48,949,523</b>	<b>11,450,587</b>	<b>60,400,110</b>	<b>6,562,869</b>	<b>66,962,979</b>	<b>65,389,522</b>

# School District No. 75 (Mission)

Amended Annual Budget - Special Purpose Revenue and Expense  
Year Ended June 30, 2020

	<u>2020 Amended Annual Budget</u>	<u>2020 Annual Budget</u>
	\$	\$
<b>Revenues</b>		
Provincial Grants		
Ministry of Education	7,165,401	5,692,352
Other	108,181	
Other Revenue	1,770,000	1,670,000
<b>Total Revenue</b>	<u>9,043,582</u>	<u>7,362,352</u>
<b>Expenses</b>		
Instruction	8,621,341	6,945,549
District Administration	82,270	82,690
Operations and Maintenance	334,113	334,113
Transportation and Housing	5,858	
<b>Total Expense</b>	<u>9,043,582</u>	<u>7,362,352</u>
<b>Budgeted Surplus (Deficit), for the year</b>	<u>-</u>	<u>-</u>

# School District No. 75 (Mission)

Amended Annual Budget - Changes in Special Purpose Funds

Year Ended June 30, 2020

	Annual Facility Grant	Learning Improvement Fund	Scholarships and Bursaries	School Generated Funds	Strong Start	Ready, Set, Learn	OLEP	CommunityLINK	Classroom Enhancement Fund - Overhead
	\$	\$	\$	\$	\$		\$	\$	\$
<b>Deferred Revenue, beginning of year</b>			108,221	875,091					
<b>Add:</b> Restricted Grants									
Provincial Grants - Ministry of Education	249,513	226,311			160,000	29,400	96,454	393,607	290,774
Provincial Grants - Other									
Other			70,000	1,700,000					
	249,513	226,311	70,000	1,700,000	160,000	29,400	96,454	393,607	290,774
<b>Less:</b> Allocated to Revenue	249,513	226,311	70,000	1,700,000	160,000	29,400	96,454	393,607	290,774
<b>Deferred Revenue, end of year</b>	-	-	<b>108,221</b>	<b>875,091</b>	-	-	-	-	-
<b>Revenues</b>									
Provincial Grants - Ministry of Education	249,513	226,311			160,000	29,400	96,454	393,607	290,774
Provincial Grants - Other									
Other Revenue			70,000	1,700,000					
	249,513	226,311	70,000	1,700,000	160,000	29,400	96,454	393,607	290,774
<b>Expenses</b>									
Salaries									
Teachers						13,894			
Principals and Vice Principals							42,700		
Educational Assistants		181,400						282,600	
Support Staff	56,140				119,960				92,160
Substitutes									145,395
	56,140	181,400	-	-	119,960	13,894	42,700	282,600	237,555
Employee Benefits	18,713	44,911			29,500	3,307	8,970	69,944	44,849
Services and Supplies	174,660		70,000	1,700,000	10,540	12,199	44,784	41,063	8,370
	249,513	226,311	70,000	1,700,000	160,000	29,400	96,454	393,607	290,774
<b>Net Revenue (Expense)</b>	-	-	-	-	-	-	-	-	-

# School District No. 75 (Mission)

Amended Annual Budget - Changes in Special Purpose Funds

Year Ended June 30, 2020

	Classroom Enhancement Fund - Staffing	Classroom Enhancement Fund - Remedies	First Nation Student Transportation	Mental Health in Schools	BEST	POPFASD C.A.R.S	MCFD Early Years	MCFD Middle Years	TOTAL
	\$	\$	\$	\$	\$	\$	\$	\$	\$
<b>Deferred Revenue, beginning of year</b>					20,000	7,248	20,733		<b>1,031,293</b>
<b>Add:</b> Restricted Grants									
Provincial Grants - Ministry of Education	4,929,479	755,505	5,858	28,500					<b>7,165,401</b>
Provincial Grants - Other							82,933	18,000	<b>100,933</b>
Other									<b>1,770,000</b>
	4,929,479	755,505	5,858	28,500	-	-	82,933	18,000	<b>9,036,334</b>
<b>Less:</b> Allocated to Revenue	4,929,479	755,505	5,858	28,500	-	7,248	82,933	18,000	<b>9,043,582</b>
<b>Deferred Revenue, end of year</b>	-	-	-	-	<b>20,000</b>	-	<b>20,733</b>	-	<b>1,024,045</b>
<b>Revenues</b>									
Provincial Grants - Ministry of Education	4,929,479	755,505	5,858	28,500					<b>7,165,401</b>
Provincial Grants - Other						7,248	82,933	18,000	<b>108,181</b>
Other Revenue									<b>1,770,000</b>
	4,929,479	755,505	5,858	28,500	-	7,248	82,933	18,000	<b>9,043,582</b>
<b>Expenses</b>									
Salaries									
Teachers	3,981,691								<b>3,995,585</b>
Principals and Vice Principals									<b>42,700</b>
Educational Assistants									<b>464,000</b>
Support Staff							53,889		<b>322,149</b>
Substitutes									<b>145,395</b>
	3,981,691	-	-	-	-	-	53,889	-	<b>4,969,829</b>
Employee Benefits	947,788						13,338		<b>1,181,320</b>
Services and Supplies		755,505	5,858	28,500		7,248	15,706	18,000	<b>2,892,433</b>
	4,929,479	755,505	5,858	28,500	-	7,248	82,933	18,000	<b>9,043,582</b>
<b>Net Revenue (Expense)</b>	-	-	-	-	-	-	-	-	-

# School District No. 75 (Mission)

Amended Annual Budget - Capital Revenue and Expense  
 Year Ended June 30, 2020

	2020 Amended Annual Budget			2020 Annual Budget
	Invested in Tangible Capital Assets	Local Capital	Fund Balance	
	\$	\$	\$	\$
<b>Revenues</b>				
Amortization of Deferred Capital Revenue	2,927,680		2,927,680	2,969,194
<b>Total Revenue</b>	<b>2,927,680</b>	-	<b>2,927,680</b>	2,969,194
<b>Expenses</b>				
Amortization of Tangible Capital Assets				
Operations and Maintenance	4,005,870		4,005,870	4,042,811
<b>Total Expense</b>	<b>4,005,870</b>	-	<b>4,005,870</b>	4,042,811
<b>Net Revenue (Expense)</b>	<b>(1,078,190)</b>	-	<b>(1,078,190)</b>	(1,073,617)
<b>Net Transfers (to) from other funds</b>				
Local Capital		(438,357)	(438,357)	
<b>Total Net Transfers</b>	-	<b>(438,357)</b>	<b>(438,357)</b>	-
<b>Other Adjustments to Fund Balances</b>				
<b>Total Other Adjustments to Fund Balances</b>	-	-	-	
<b>Budgeted Surplus (Deficit), for the year</b>	<b>(1,078,190)</b>	<b>(438,357)</b>	<b>(1,516,547)</b>	(1,073,617)

## 19/20 Amended Budget

Feb 11, 2020

	2019 / 2020 Amended					2019 / 2020 Preliminary					Change	
	Operating	Special	Operating / Special	Capital	Total	Operating	Special	Operating / Special	Capital	Total	\$	%
<b>OPERATING REVENUE</b>												
Grants												
Ministry of Education - Operating	61,065,562	7,165,401	68,230,963		68,230,963	60,308,728	5,692,352	66,001,080		66,001,080	2,229,883	3.38%
Other Ministry of Education	1,577,451		1,577,451		1,577,451	1,602,341		1,602,341		1,602,341	(24,890)	-1.55%
Provincial - Other	318,881	108,181	427,062		427,062	298,881	-	298,881		298,881	128,181	42.89%
<b>Total Grants</b>	<b>62,961,894</b>	<b>7,273,582</b>	<b>70,235,476</b>	<b>-</b>	<b>70,235,476</b>	<b>62,209,950</b>	<b>5,692,352</b>	<b>67,902,302</b>	<b>-</b>	<b>67,902,302</b>	<b>2,333,174</b>	<b>3.44%</b>
Tuition	2,309,000		2,309,000		2,309,000	2,432,000		2,432,000		2,432,000	(123,000)	-5.06%
Other Revenue	340,532	1,770,000	2,110,532		2,110,532	340,532	1,670,000	2,010,532		2,010,532	100,000	4.97%
Rentals & Leases	262,040		262,040		262,040	262,040		262,040		262,040	-	0.00%
Investment Income	145,000		145,000		145,000	145,000		145,000		145,000	-	0.00%
<b>TOTAL OPERATING REVENUE</b>	<b>66,018,466</b>	<b>9,043,582</b>	<b>75,062,048</b>	<b>-</b>	<b>75,062,048</b>	<b>65,389,522</b>	<b>7,362,352</b>	<b>72,751,874</b>	<b>-</b>	<b>72,751,874</b>	<b>2,310,174</b>	<b>3.18%</b>
Amortization of Deferred Capital				2,927,680	2,927,680				2,969,194	2,969,194		
<b>STATEMENT 2 REVENUE</b>	<b>66,018,466</b>	<b>9,043,582</b>	<b>75,062,048</b>	<b>2,927,680</b>	<b>77,989,728</b>	<b>65,389,522</b>	<b>7,362,352</b>	<b>72,751,874</b>	<b>2,969,194</b>	<b>75,721,068</b>	<b>2,310,174</b>	<b>3.18%</b>
<b>OPERATING EXPENSE</b>												
Salaries												
Teachers	25,926,974	3,995,585	29,922,559		29,922,559	25,189,164	3,409,099	28,598,263		28,598,263	1,324,295	4.63%
Principals and Vice-Principals	3,901,400	42,700	3,944,100		3,944,100	3,988,890	43,050	4,031,940		4,031,940	(87,840)	-2.18%
Education Assistants	6,389,500	464,000	6,853,500		6,853,500	6,113,100	423,800	6,536,900		6,536,900	316,600	4.84%
Support Staff	7,548,640	322,150	7,870,790		7,870,790	7,308,240	245,300	7,553,540		7,553,540	317,249	4.20%
Other Professionals	2,159,913		2,159,913		2,159,913	2,175,031		2,175,031		2,175,031	(15,118)	-0.70%
Substitutes	3,023,096	145,395	3,168,490		3,168,490	3,073,096	141,594	3,214,690		3,214,690	(46,200)	-1.44%
<b>Total Salaries</b>	<b>48,949,523</b>	<b>4,969,829</b>	<b>53,919,352</b>	<b>-</b>	<b>53,919,352</b>	<b>47,847,520</b>	<b>4,262,844</b>	<b>52,110,364</b>	<b>-</b>	<b>52,110,364</b>	<b>1,808,988</b>	<b>3.47%</b>
Employee Benefits	11,450,587	1,181,320	12,631,907		12,631,907	11,260,568	1,067,213	12,327,781		12,327,781	304,126	2.47%
<b>Total Salaries and Benefits</b>	<b>60,400,110</b>	<b>6,151,149</b>	<b>66,551,259</b>	<b>-</b>	<b>66,551,259</b>	<b>59,108,088</b>	<b>5,330,058</b>	<b>64,438,146</b>	<b>-</b>	<b>64,438,146</b>	<b>2,113,113</b>	<b>3.28%</b>
Services and Supplies												
Services	1,974,039		1,974,039		1,974,039	1,915,839		1,915,839		1,915,839	58,200	3.04%
Student Transportation	19,000		19,000		19,000	19,000		19,000		19,000	-	0.00%
Professional Development and Travel	413,640		413,640		413,640	490,200		490,200		490,200	(76,560)	-15.62%
Rentals & Leases	260,158		260,158		260,158	260,158		260,158		260,158	-	0.00%
Dues & Fees	88,100		88,100		88,100	88,100		88,100		88,100	-	0.00%
Insurance	163,277		163,277		163,277	155,277		155,277		155,277	8,000	5.15%
Supplies	2,457,950	2,892,433	5,350,383		5,350,383	2,166,155	2,032,294	4,198,449		4,198,449	1,151,933	27.44%
Utilities	1,186,705		1,186,705		1,186,705	1,186,705		1,186,705		1,186,705	-	0.00%
Amortization				4,005,870	4,005,870				4,042,811	4,042,811		
<b>Total Services and Supplies</b>	<b>6,562,869</b>	<b>2,892,433</b>	<b>9,455,301</b>	<b>4,005,870</b>	<b>13,461,171</b>	<b>6,281,434</b>	<b>2,032,294</b>	<b>8,313,728</b>	<b>4,042,811</b>	<b>12,356,539</b>	<b>1,141,573</b>	<b>13.73%</b>
<b>TOTAL OPERATING EXPENSE</b>	<b>66,962,978</b>	<b>9,043,582</b>	<b>76,006,560</b>	<b>4,005,870</b>	<b>80,012,430</b>	<b>65,389,522</b>	<b>7,362,352</b>	<b>72,751,873</b>	<b>4,042,811</b>	<b>76,794,684</b>	<b>3,254,687</b>	<b>4.47%</b>
<b>Net Operating Surplus (Deficit)</b>	<b>(944,512)</b>	<b>-</b>	<b>(944,512)</b>	<b>(1,078,190)</b>	<b>(2,022,702)</b>	<b>0</b>	<b>-</b>	<b>0</b>	<b>(1,073,617)</b>	<b>(1,073,617)</b>	<b>(944,513)</b>	
Allocation of Surplus	506,156		506,156		506,156	0		0		0	506,156	
Allocation to (from) Capital	438,356		438,356	(438,356)	-	-		-		-	438,356	
<b>Projected Operating Surplus/(Deficit)</b>	<b>(0)</b>	<b>-</b>	<b>(0)</b>	<b>(1,516,546)</b>	<b>(1,516,546)</b>	<b>0</b>	<b>-</b>	<b>0</b>	<b>(1,073,617)</b>	<b>(1,073,617)</b>	<b>(1)</b>	
<b>Reconciliation to budget bylaw (Exp)</b>	<b>Operating</b>	<b>Special</b>	<b>Sub Total</b>	<b>Capital</b>	<b>Total</b>	<b>Operating</b>	<b>Special</b>	<b>Sub Total</b>	<b>Capital</b>	<b>Total</b>		
Total Operating Expenses	66,962,978	9,043,582	76,006,560	4,005,870	80,012,430	65,389,522	7,362,352	72,751,873	4,042,811	76,794,684		

# 19/20 Amended Budget

Feb 11, 2020

	2019/20				2019/20 Amended			2019/20 Amended			2019/20 Amended	
	Amended	Preliminary	\$ Change	% Change	2018/19 Actuals	\$ Change	% Change	2017/18 Actuals	\$ Change	% Change	2019/20 Dec YTD	\$ Diff
<b>OPERATING REVENUE</b>												
Grants												
Ministry of Education - Operating Grants	61,065,562	60,308,728	756,834	1.25%	58,855,102	2,210,460	3.76%	57,063,995	4,001,567	7.01%	24,595,621	36,469,941
Other Ministry of Education Grants	1,577,451	1,602,341	(24,890)	-1.55%	1,115,415	462,036	41.42%	1,244,102	333,349	26.79%	434,656	1,142,795
Provincial Grants - Other	318,881	298,881	20,000	6.69%	330,784	(11,903)	-3.60%	357,150	(38,269)	-10.72%	156,523	162,358
<b>Total Grants</b>	<b>62,961,894</b>	<b>62,209,950</b>	<b>751,944</b>	<b>1.21%</b>	<b>60,301,301</b>	<b>2,660,593</b>	<b>4.41%</b>	<b>58,665,247</b>	<b>4,296,647</b>	<b>7.32%</b>	<b>25,186,800</b>	<b>37,775,094</b>
Tuition	2,309,000	2,432,000	(123,000)	-5.06%	2,707,297	(398,297)	-14.71%	2,517,026	(208,026)	-8.26%	2,150,939	158,061
Other Revenue	340,532	340,532	-	0.00%	404,383	(63,851)	-15.79%	451,227	(110,695)	-24.53%	28,295	312,237
Rentals & Leases	262,040	262,040	-	0.00%	179,020	83,020	46.37%	200,241	61,799	30.86%	117,291	144,749
Investment Income	145,000	145,000	-	0.00%	182,214	(37,214)	-20.42%	201,829	(56,829)	-28.16%	64,572	80,428
<b>TOTAL OPERATING REVENUE</b>	<b>66,018,466</b>	<b>65,389,522</b>	<b>628,944</b>	<b>0.96%</b>	<b>63,774,215</b>	<b>2,244,251</b>	<b>3.52%</b>	<b>62,035,570</b>	<b>3,982,896</b>	<b>6.42%</b>	<b>27,547,897</b>	<b>38,470,569</b>
<b>OPERATING EXPENSE</b>												
Salaries												
Teachers	25,926,974	25,189,164	737,810	2.93%	24,989,195	937,779	3.75%	24,207,317	1,719,657	7.10%	10,305,569	15,621,405
Principals and Vice-Principals	3,901,400	3,988,890	(87,490)	-2.19%	3,907,768	(6,368)	-0.16%	3,584,352	317,048	8.85%	1,956,744	1,944,656
Education Assistants	6,389,500	6,113,100	276,400	4.52%	6,004,018	385,482	6.42%	5,940,501	448,999	7.56%	2,037,347	4,352,153
Support Staff	7,548,640	7,308,240	240,400	3.29%	7,006,633	542,007	7.74%	6,439,228	1,109,412	17.23%	3,073,476	4,475,164
Other Professionals	2,159,913	2,175,031	(15,118)	-0.70%	2,052,903	107,010	5.21%	1,895,993	263,920	13.92%	1,082,814	1,077,099
Substitutes	3,023,096	3,073,096	(50,000)	-1.63%	3,270,084	(246,988)	-7.55%	2,595,388	427,708	16.48%	1,314,592	1,708,504
<b>Total Salaries</b>	<b>48,949,523</b>	<b>47,847,520</b>	<b>1,102,003</b>	<b>2.30%</b>	<b>47,230,601</b>	<b>1,718,922</b>	<b>3.64%</b>	<b>44,662,779</b>	<b>4,286,744</b>	<b>9.60%</b>	<b>19,770,542</b>	<b>29,178,981</b>
Employee Benefits	11,450,587	11,260,568	190,019	1.69%	10,757,422	693,165	6.44%	10,372,238	1,078,349	10.40%	4,174,632	7,275,955
<b>Total Salaries and Benefits</b>	<b>60,400,110</b>	<b>59,108,088</b>	<b>1,292,022</b>	<b>2.19%</b>	<b>57,988,023</b>	<b>2,412,087</b>	<b>4.16%</b>	<b>55,035,017</b>	<b>5,365,093</b>	<b>9.75%</b>	<b>23,945,174</b>	<b>36,454,935</b>
Services and Supplies												
Services	1,974,039	1,915,839	58,200	3.04%	1,968,123	5,916	0.30%	1,768,973	205,066	11.59%	1,213,522	760,517
Student Transportation	19,000	19,000	-	0.00%	35,962	(16,962)	-47.17%	52,642	(33,642)	-63.91%	11,695	7,305
Professional Development and Travel	413,640	490,200	(76,560)	-15.62%	557,662	(144,022)	-25.83%	535,668	(122,028)	-22.78%	289,153	124,487
Rentals & Leases	260,158	260,158	-	0.00%	276,656	(16,498)	-5.96%	111,457	148,701	133.42%	131,280	128,878
Dues & Fees	88,100	88,100	-	0.00%	116,011	(27,911)	-24.06%	74,434	13,666	18.36%	68,272	19,828
Insurance	163,277	155,277	8,000	5.15%	137,810	25,467	18.48%	198,501	(35,224)	-17.74%	147,707	15,570
Supplies	2,457,950	2,166,155	291,795	13.47%	2,555,097	(97,147)	-3.80%	2,539,120	(81,170)	-3.20%	1,400,778	1,057,172
Utilities	1,186,705	1,186,705	-	0.00%	1,145,586	41,119	3.59%	1,055,529	131,176	12.43%	394,632	792,073
<b>Total Services and Supplies</b>	<b>6,562,869</b>	<b>6,281,434</b>	<b>281,435</b>	<b>4.48%</b>	<b>6,792,907</b>	<b>(230,038)</b>	<b>-3.39%</b>	<b>6,336,324</b>	<b>226,545</b>	<b>3.58%</b>	<b>3,657,038</b>	<b>2,905,830</b>
<b>Total Operating Fund Expenses</b>	<b>66,962,978</b>	<b>65,389,522</b>	<b>1,573,457</b>	<b>2.41%</b>	<b>64,780,930</b>	<b>2,182,048</b>	<b>3.37%</b>	<b>61,371,341</b>	<b>5,591,637</b>	<b>9.11%</b>	<b>27,602,212</b>	<b>39,360,766</b>
<b>NET OPERATING FUND SURPLUS (DEFICIT)</b>	<b>(944,512)</b>	<b>0</b>	<b>(944,513)</b>		<b>(1,006,715)</b>	<b>62,203</b>	<b>-6.18%</b>	<b>664,229</b>	<b>(1,608,741)</b>	<b>-242.20%</b>	<b>(54,315)</b>	<b>(890,197)</b>
Capital Assets Purchased from Operating	(438,356)	-	(438,356)		(598,500)	160,144	-26.76%	2,379,137	(2,817,493)	-118.43%	-	(438,356)
<b>NET SURPLUS (DEFICIT)</b>	<b>(506,156)</b>	<b>0</b>	<b>(506,157)</b>		<b>(408,215)</b>	<b>(97,941)</b>	<b>23.99%</b>	<b>(1,714,908)</b>	<b>1,208,752</b>	<b>-70.48%</b>	<b>(54,315)</b>	<b>(451,841)</b>
Allocation of Surplus	506,156	0	506,156		914,371	(408,215)	-44.64%	2,629,279	(2,123,123)	-80.75%	506,156	-
<b>Projected Operating Surplus/(Deficit)</b>	<b>(0)</b>	<b>0</b>	<b>(1)</b>		<b>506,156</b>	<b>(506,156)</b>	<b>-100.00%</b>	<b>914,371</b>	<b>(914,371)</b>	<b>-100.00%</b>	<b>451,841</b>	<b>(451,841)</b>

## 19/20 Amended Budget

### Operating Revenue Changes (from Prelim Budget)

Feb 11, 2020

<b>Revenue</b>	<b>(Increase) / Decrease</b>
<b>Operating Grant</b>	
Enrolment - ABED	(56,550)
Enrolment - Alternate program	(22,404)
Enrolment - Cont Ed	(52,276)
Enrolment - DL	102,937
Enrolment - DL (grad transitions)	37,700
Enrolment - ELL	41,860
Enrolment - Regular schools	(9,786)
Enrolment - SPED	(164,800)
Salary differential supplement (teacher)	(333,515)
<b>Other MOE Grant</b>	
Labour settlement funding - CUPE	(250,000)
Support staff benefits grant	(25,110)
<b>Other Provincial</b>	
ITA grants	(20,000)
<b>Tuition</b>	
International - Lower student FTE	123,000
<b>Grand Total</b>	<b>(628,944)</b>

## 19/20 Amended Budget

### Operating Expense Changes (from Prelim Budget)

Feb 11, 2020

<b>Expenses</b>	<b>Increase / (Decrease)</b>	
<b>Teacher</b>		
Wage increases	344,110	Funded
Maternity leave adjustment	40,000	
FTE change - MSS (+2)	154,000	
FTE change - HMS (+2)	154,000	
FTE change - Summit (+.6)	46,200	
FTE change - Stave Falls (+.2)	15,400	
FTE change - Silverdale (+.3)	23,100	
FTE change - Dewdney (+.2)	15,400	
FTE change - HPMS (-.4)	(30,800)	
FTE change - Other	7,700	
FTE change - ELL (-.4)	(31,300)	
<b>PVP</b>		
Wage increases	(3,390)	
FTE change - Summit VP	(107,900)	
FTE change - HPMS VP	73,200	
FTE change - ABED District PVP	(88,000)	Funded
FTE change - International DP	38,600	
<b>EA</b>		
Wage increases	122,200	Funded
FTE change - EA	119,300	Funded
FTE change - ALW	34,900	Funded
<b>Support</b>		
Wage increases	165,500	Funded
FTE change - BSW	22,800	
FTE change - Career Advisor	42,100	
FTE change - Carpenter	63,900	
FTE change - Unfilled or timing with postings	(53,900)	
<b>Other Prof</b>		
Wage increases	33,382	
FTE change - International Director	(48,500)	
<b>Substitute</b>		
Cost savings initiative	(50,000)	
<b>Benefits</b>		
Due to wage, FTE, and other benefit changes	190,019	
<b>Services</b>		
HR - Make a future advertising	3,500	
International - Agent fees	(32,300)	
International - MSP	55,000	
Schools - School cash online licensing	5,000	

Student services - FVDCDC contract	4,000	
Transportation - Bus driver training	8,000	
Riverside - VCC contract (Esthetics)	56,000	
International - Advertising	(7,000)	
Summit - Services	(29,000)	
Student services - Vision contract	(5,000)	
<b>PD &amp; Travel</b>		
Due to wage and FTE changes and adjustments	3,900	
International - Student activities	(10,000)	
International - Travel	(20,000)	
Summit - Registration fees	(1,000)	
Contract Pro-D - Exempt	(26,460)	
Department Pro-D	(23,000)	
<b>Insurance</b>		
Transportation - Bus/white fleet	8,000	
<b>Supplies</b>		
ABED - temp offset for funding and allocation changes	127,033	Funded
Riverside - Esthetics supplies	25,000	
Schools - Enrolment adjustment	(3,891)	
Schools - Prior year restricted surplus (carry-over)	236,653	Funded
Transportation - Vehicle parts	(8,000)	
Summit - Supplies	(10,000)	
K to 3 - Supplies	(25,000)	
Clarke Theatre - Supplies	(5,000)	
SOGI - Supplies	(25,000)	
Riverside - General supplies	(20,000)	
<b>Grand Total</b>	<b>1,573,456</b>	
	<b>Funded increases</b>	1,061,696
	<b>Unfunded increases</b>	511,760

**19/20 Amended Budget**  
**Capital and Surplus Changes**  
Feb 11, 2020

<b>Surplus / Capital</b>	<b>(Increase) / Decrease</b>
<b>Surplus</b>	
Add restricted schools surplus from prior year	(\$236,653)
Add unrestricted surplus from prior year	(\$269,503)
<b>Capital</b>	
Remove prior year appropriation of local capital	(\$438,356)
<b>Grand Total</b>	<b>(\$944,512)</b>

**ITEM 5.2 Information**

**File No. 7610.50**

TO: Board of Education  
FROM: C. Becker, Secretary Treasurer  
SUBJECT: Financial Summary Report – January 1, 2020

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**1. Summary:**

Attached is the summary of financial information as of January 31, 2020, as compared to the proposed amended budget. This information will be provided monthly until June 2020.

**2. Background:**

**3. Options:**

**4. Analysis and Impact:**

- a. Strategic Plan Alignment
- b. Enhancement Agreement
- c. Funding Guidelines, Costing & Budget Impact
- d. Policy, Legislation, Regulation
- e. Organizational Capacity
- f. Risks
  - i. Organizational
  - ii. Reputational
  - iii. Strategic
- g. Benefits
  - i. Organizational
  - ii. Reputational
  - iii. Strategic

**5. Public Participation:**

**6. Implementation:**

**7. Attachments:**

## 2019 / 2020 Financial Summary - Jan 31, 2020 Year To Date

*5 of 10 months = 50%*  
*7 of 12 months = 58.33%*

	Amended Budget					Actuals					% of budget Expensed
	Operating	Special	Operating / Special	Capital	Total	Operating	Special	Operating / Special	Capital	Total	
<b>OPERATING REVENUE</b>											
Grants											
Ministry of Education - Operating	60,870,030	7,165,401	68,035,431		68,035,431	30,655,883	3,282,420	33,938,303		33,938,303	49.88%
Other Ministry of Education	1,772,983		1,772,983		1,772,983	616,084		616,084		616,084	34.75%
Provincial - Other	318,881	108,181	427,062		427,062	317,032	18,914	335,946		335,946	78.66%
<b>Total Grants</b>	<b>62,961,894</b>	<b>7,273,582</b>	<b>70,235,476</b>		<b>70,235,476</b>	<b>31,588,999</b>	<b>3,301,334</b>	<b>34,890,333</b>		<b>34,890,333</b>	<b>49.68%</b>
Tuition	2,309,000		2,309,000		2,309,000	2,197,127		2,197,127		2,197,127	95.15%
Other Revenue	340,532	1,770,000	2,110,532		2,110,532	119,100	870,909	990,009		990,009	46.91%
Rentals & Leases	262,040		262,040		262,040	141,528		141,528		141,528	54.01%
Investment Income	145,000		145,000		145,000	71,641		71,641		71,641	49.41%
<b>TOTAL OPERATING REVENUE</b>	<b>66,018,466</b>	<b>9,043,582</b>	<b>75,062,048</b>		<b>75,062,048</b>	<b>34,118,395</b>	<b>4,172,243</b>	<b>38,290,638</b>		<b>38,290,638</b>	<b>51.01%</b>
Amortization of Deferred Capital				2,927,680	2,927,680				1,667,672	1,667,672	56.96%
<b>STATEMENT 2 REVENUE</b>	<b>66,018,466</b>	<b>9,043,582</b>	<b>75,062,048</b>	<b>2,927,680</b>	<b>77,989,728</b>	<b>34,118,395</b>	<b>4,172,243</b>	<b>38,290,638</b>	<b>1,667,672</b>	<b>39,958,310</b>	<b>51.24%</b>
<b>OPERATING EXPENSE</b>											
Salaries											
Teachers	25,926,974	3,995,585	29,922,559		29,922,559	12,888,720	1,999,747	14,888,467		14,888,467	49.76%
Principals and Vice-Principals	3,901,400	42,700	3,944,100		3,944,100	2,286,678	24,841	2,311,519		2,311,519	58.61%
Education Assistants	6,389,500	464,000	6,853,500		6,853,500	2,811,516	249,835	3,061,351		3,061,351	44.67%
Support Staff	7,548,640	322,149	7,870,789		7,870,789	4,013,744	111,528	4,125,272		4,125,272	52.41%
Other Professionals	2,159,913		2,159,913		2,159,913	1,267,616	-	1,267,616		1,267,616	58.69%
Substitutes	3,023,096	145,395	3,168,491		3,168,491	1,528,719	54,061	1,582,780		1,582,780	49.95%
<b>Total Salaries</b>	<b>48,949,523</b>	<b>4,969,829</b>	<b>53,919,352</b>		<b>53,919,352</b>	<b>24,796,993</b>	<b>2,440,012</b>	<b>27,237,005</b>		<b>27,237,005</b>	<b>50.51%</b>
Employee Benefits	11,450,587	1,181,320	12,631,907		12,631,907	5,367,371	548,642	5,916,013		5,916,013	46.83%
<b>Total Salaries and Benefits</b>	<b>60,400,110</b>	<b>6,151,149</b>	<b>66,551,259</b>		<b>66,551,259</b>	<b>30,164,364</b>	<b>2,988,654</b>	<b>33,153,018</b>		<b>33,153,018</b>	<b>49.82%</b>
Services and Supplies											
Services	1,974,039		1,974,039		1,974,039	1,432,229	7,496	1,439,725		1,439,725	72.93%
Student Transportation	19,000		19,000		19,000	10,520		10,520		10,520	55.37%
Professional Development and Travel	413,640		413,640		413,640	317,779		317,779		317,779	76.83%
Rentals & Leases	260,158		260,158		260,158	151,560		151,560		151,560	58.26%
Dues & Fees	88,100		88,100		88,100	72,936		72,936		72,936	82.79%
Insurance	163,277		163,277		163,277	147,707		147,707		147,707	90.46%
Supplies	2,457,950	2,892,433	5,350,383		5,350,383	1,532,096	1,176,093	2,708,189		2,708,189	50.62%
Utilities	1,186,705		1,186,705		1,186,705	506,630		506,630		506,630	42.69%
Amortization				4,005,870	4,005,870				2,262,785	2,262,785	56.49%
<b>Total Services and Supplies</b>	<b>6,562,869</b>	<b>2,892,433</b>	<b>9,455,302</b>	<b>4,005,870</b>	<b>13,461,172</b>	<b>4,171,457</b>	<b>1,183,589</b>	<b>5,355,046</b>	<b>2,262,785</b>	<b>7,617,831</b>	<b>56.59%</b>
<b>TOTAL OPERATING EXPENSE</b>	<b>66,962,979</b>	<b>9,043,582</b>	<b>76,006,561</b>	<b>4,005,870</b>	<b>80,012,431</b>	<b>34,335,821</b>	<b>4,172,243</b>	<b>38,508,064</b>	<b>2,262,785</b>	<b>40,770,849</b>	<b>50.96%</b>
<b>Net Operating Surplus (Deficit)</b>	<b>(944,513)</b>	<b>-</b>	<b>(944,513)</b>	<b>(1,078,190)</b>	<b>(2,022,703)</b>	<b>(217,426)</b>	<b>-</b>	<b>(217,426)</b>	<b>(595,113)</b>	<b>(812,539)</b>	
Budgeted allocation of Surplus	506,156		506,156		506,156	506,156		506,156		506,156	
Allocation to (from) Capital	438,357		438,357	(438,357)	-	-		-		-	
<b>Projected Operating Surplus/(Deficit)</b>	<b>0</b>	<b>-</b>	<b>0</b>	<b>(1,516,547)</b>	<b>(1,516,547)</b>	<b>288,730</b>	<b>-</b>	<b>288,730</b>	<b>(595,113)</b>	<b>(306,383)</b>	

**ITEM 6.1      Action**

TO:                Board of Education  
FROM:            T. Loffler, Board Chair  
SUBJECT:        Budget Savings

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**Recommendation**

**THAT the Board direct Staff to continue to look for cost savings and restrict spending throughout the remainder of the 2019/2020 budget year.**

**1. Summary:**

Although the 2019/2020 Amended Budget has been balanced to avoid a potential deficit, the School District's financial position will require limited spending and opportunities to reduce or save costs, in all levels of the organisation for the remainder of the 2019/2020 budget year.

**2. Background:**

**3. Options:**

**4. Analysis and Impact:**

- a. Strategic Plan Alignment
- b. Enhancement Agreement
- c. Funding Guidelines, Costing, & Budget Impact
- d. Policy, Legislation, Regulation
- e. Organizational Capacity
- f. Risks
  - i. Organizational
  - ii. Reputational
  - iii. Strategic
- g. Benefits
  - i. Organizational
  - ii. Reputational
  - iii. Strategic

**5. Public Participation:**

**6. Implementation:**

**7. Attachments:**

**School District #75 (Mission)  
Public Meeting of the Board of Education Minutes**

**January 21, 2020, 6:30 pm  
Windebank Elementary  
33570 11th Avenue, Mission, BC**

**Members Present:** Board Chair, Tracy Loffler  
Vice – Chair, Randy Cairns  
Trustee, Rick McKamey  
Trustee, Julia Renkema

**Members Absent:** Trustee, Shelley Carter

**Staff Present:** Superintendent of Schools Angus Wilson  
Secretary Treasurer Corien Becker  
Executive Assistant Aleksandra Zwierzchowska (Recorder)

**Staff Absent:** Assistant Superintendent, Karen Alvarez

**1. CALL TO ORDER**

The meeting was called to order at 6:30 pm by the Chairperson. The Chair acknowledged the meeting was being held on Stó:lō Territory. There are four First Nation Bands within the boundaries of the Mission School District: Leq:a'mel, Sq'èwlets, Kwantlen, and Matsqui First Nations.

**2. ADOPTION OF AGENDA**

Two items were added:

1. Item 6.4 - Motion for BCSTA AGM re: FNEESC Annual Indigenous Education Conference.
2. Item 11.3 - Motion to suspend Trustee Conferences and/ or Professional Development outside of BCSTA.

Presentation Item 3.2 – \$10 a Day Child Care was moved to after question period.  
MOVED and Seconded that the Agenda be adopted as amended.

**CARRIED**

### 3. DELEGATIONS/PRESENTATIONS

#### 3.1 Windebank Elementary Intensive Core French (ICF) Program

A presentation was provided about the school's Intensive Core French (ICF) Program and the model behind learning and teaching ICF.

### 4. UNFINISHED BUSINESS

#### 4.1 Learning Resource Policy

MOVED and Seconded that the amended Learning Resources Policy be approved.

#### **CARRIED**

The Learning Resources Policy was approved in principle and submitted to the Educational Community for comments. The revised policy and procedure, with the comments from the Educational Community was reviewed at the Committee of the Whole on January 14, 2020 and is presented for final approval.

#### 4.2 Policy Development and Review Policy

MOVED and Seconded that the Policy Development and Review Policy be amended to include:

THAT any individual Trustee has the right to initiate a policy for consideration and bring to the Public Board Meeting.

#### **CARRIED**

It was requested that the amendment be included under the planning section of the policy guidelines.

#### 4.3 School District Representatives to External Organizations Policy

MOVED and Seconded that the School District Representatives to External Organizations Policy be approved.

#### **CARRIED**

The policy was referred to the Educational Community for feedback. No comments were received.

#### 4.4 Trustee Remuneration Policy Recommendations

MOVED and Seconded that the Trustee Remuneration Policy recommendations be considered:

That a policy be developed that includes:

- a. Trustee remuneration with an annual inflationary adjustment equal to the BC CPI adjustment from the prior year.
- b. An external review of the trustee remuneration to be conducted every five years.

**CARRIED**

Clarification was provided that the Board is voting on the recommendations that are to be included in the policy. The Secretary Treasurer explained that options outlined in the report require some adjusting as this information is based on expense allowance. Once the policy is drafted, it will be brought back for review and consideration.

It was requested that the options presented include information without increasing the net pay and the adjustment for next year based on CPI increases.

**5. STAFF REPORTS**

5.1 Reporting out from Closed Meeting

The Superintendent reported that property and personnel matter were discussed at the Closed meeting.

**6. NEW BUSINESS**

6.1 Borrowing Resolution

MOVED and Seconded that the Superintendent and Secretary Treasurer be authorized to borrow on behalf of Mission Public School District (School District #75) from the Scotia Bank for the 2019 / 2020 operating year:

- a. \$1,500,000 for an Operating Line of Credit
- b. \$750,000 for a revolving term / Scotia leasing

**CARRIED**

The Secretary Treasurer advised that the resolution is standard procedure and is reviewed annually by the Board.

6.2 Indigenous Language Education Policy

MOVED and Seconded that Staff develop an Indigenous Language Education Policy and bring back to the Board for consideration.

**CARRIED**

The School District is already taking steps with teaching Indigenous language in our schools, drafting a policy will fulfill any shortcomings.

It was requested that the policy include formal direction with the Halq'emelem language.

### 6.3 Coaches

MOVED and Seconded that the Board send an acknowledgement of thanks to all staff coaches and extra-curricular leaders at the end of each school year.

#### **AMENDMENT**

To include, "that the Board direct staff."

#### **AMENDED MOTION**

MOVED and Seconded that the Board direct staff to send an acknowledgement of thanks to all staff coaches and extra-curricular leaders at the end of each school year.

#### **CARRIED**

The Board requested that Staff decide on the best format for acknowledging coaches/ extra-curricular leaders and issue a note of acknowledgement on behalf of the Board.

### 6.4 Motion for BCSTA AGM re: FNEESC Annual Indigenous Education Conference

MOVED and Seconded that the following motion approved at the October 15, 2019 Board meeting be rescinded:

That the Board of Education recommend that BCSTA in the future move the dates of the BCSTA Academy Conference in November, so it does not conflict with the FNEESC Conference dates; and

MOVED and Seconded that the following motion be approved:

Whereas the work of BCSTA and FNEESC require the participation and attendance of School District Trustees;

AND WHEREAS the BCSTA AGM and the FNEESC Annual Indigenous Education Conference have been scheduled for the same weekends in the past;

Therefore, be it resolved that BCSTA work in conjunction with FNEESC to minimize or eliminate the overlapping of events that require Trustees to chose between the two events.

Opposed by: Trustee Cairns, Trustee McKamey, and Trustee Renkema.

**FAILED**

A conversation ensued not supporting the motion as written and reverting back to the original motion.

**7. MINUTES OF PREVIOUS MEETINGS**

7.1 Board of Education Public Meeting Minutes, December 17, 2019

MOVED and Seconded that the Board of Education Public meeting minutes dated December 17, 2019 be approved.

**CARRIED**

**8. COMMITTEE MINUTES/LIAISON REPORTS**

Trustees reported on:

The Solar Panels at Dewdney Elementary, Women Helping Women Forum - Career Fair, Meetings over the phone, BCSTA Indigenous Education Committee meeting, BCSTA Working Group, and Budget meetings.

**9. ANNOUNCEMENTS**

1. The Boundary Review survey is being reviewed and will be available soon.
2. A Special CotW is scheduled for January 28, 2020.
3. The Board passed a motion postponing Trustee conferences and professional development outside of BCSTA that have financial impact until the end of the current budget year.

**10. QUESTION PERIOD**

A question was asked about the line of credit and if the amount was increased this year. A follow-up question was provided to learn if the line of credit will it be used to bring the SD into a surplus position for the 2020/ 2021 budget?

The amount has not increased and is to be used as cash flow only.

A question was asked about suspending Trustee professional development and if this cut-back will offset an increase to Trustee remuneration? Clarification was provided that Trustees are not approving any increases/ changes to Trustee Remuneration. At this time only a framework has been approved.

**11. Presentation on \$10aDay.ca Child Care | Sharon Gregson**

The presentation highlighted barriers to childcare and the objectives behind the \$10 a Day Plan.

**12. ADJOURNMENT**

MOVED and Seconded that the Board adjourn the meeting.

**CARRIED**

The meeting adjourned at 7:52 pm.

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Chairperson

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Secretary Treasurer

**ITEM 8.1 Information**

TO: Board of Education  
FROM: A. Wilson, Superintendent of Schools  
SUBJECT: Albert McMahan Sewage Lift Station Update

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**1. Summary:**

The Superintendent will provide an update on the progress of the lift station update repairs at Albert McMahan Elementary.

**2. Background:**

**3. Options:**

**4. Analysis and Impact:**

- a. Strategic Plan Alignment
- b. Enhancement Agreement
- c. Funding Guidelines, Costing & Budget Impact
- d. Policy, Legislation, Regulation
- e. Organizational Capacity
- f. Risks
  - i. Organizational
  - ii. Reputational
  - iii. Strategic
- g. Benefits
  - i. Organizational
  - ii. Reputational
  - iii. Strategic

**5. Public Participation:**

**6. Implementation:**

**7. Attachments:**

**School District #75 (Mission)  
Trades Training Advisory Committee Minutes**

**January 28, 2020, 4:00 pm  
District Education Office, 33046 4th Avenue, Mission, BC**

**Members Present:** Committee Chair, Trustee Randy Cairns  
Trustee, Julia Renkema  
Superintendent, Angus Wilson (Recorder)  
Member at Large, Chad Umlah  
Member at Large, Chris Gruenwald  
Member at Large, Dan Schubert  
Member at Large, Michael Jackson  
Principal, Jim Pearce  
Principal, Wade Peary

**Others Present:** Trustee, Shelley Carter

**1. CALL TO ORDER**

The meeting was called to order at 4:00 pm by the Chairperson. The Chair acknowledged the meeting was being held on Stó:lō Territory. There are four First Nation Bands within the boundaries of the Mission School District: Leq:a'mel, Sq'èwlets, Kwantlen, and Matsqui First Nations.

**2. ADOPTION OF AGENDA**

THAT the Agenda be adopted as presented.

**CARRIED**

**3. NEW BUSINESS**

**3.1 Mini Shelters**

Discussion: is there the capability to build shelters at Riverside? These would be aimed at supporting homeless population. In partnership with District of Mission. Potential to build at Leq:a'mel, placement issues discussed.

**3.2 Women Helping Women Career Fair**

Discussion: April 22<sup>nd</sup> event at HPMS. Follow up to previous event. Any business that wants to promote opportunities for women in their organization. Looking for further contacts to connect with the event, as well as financial support.

### 3.3 Trades Committee Plan

Discussion on a strategic plan. Ideas generated: Outdoor Education partnerships and connections; trades at the forefront of learning; local educational trades opportunities for students, and an emphasis on entrepreneurial skills; advocacy about the future of trades; find a better way to connect students to trades and that it is a viable career path for academically strong students; find creative ways to put more funding into trades, more access in earlier years; improve quality of apprentices and work ethic; learning the business side of the work, and connect older workers/retirees on how to be successful; more emphasis on elementary trades exposure; integration of academics and vocational trades – getting the right kids in the right programs. Other ideas were discussed to connect students, etc.

Additional meeting added: Monday March 2<sup>nd</sup>, 3:30-6:00 pm in the Board Room (availability pending).

## 4. **MINUTES OF PREVIOUS MEETINGS**

### 4.1 TTAC Meeting Minutes, September 24, 2019

MOVED and Seconded that the meeting minutes from the Trades Training Advisory Committee from September 24, 2019, be approved.

**CARRIED**

## 5. **ADJOURNMENT**

MOVED and Seconded that the Board adjourn the meeting.

**CARRIED**

The meeting adjourned at 5:42 pm.