

**School District #75 (Mission)
Special Committee of the Whole Meeting
Agenda**

February 16, 2021, 11:00 am

Zoom Meeting

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Pages

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|---|---------------------------------|------------------------------|
| <ol style="list-style-type: none"> 1. CALL TO ORDER <i>The Board Chair will acknowledge that this meeting is being held on Traditional Territory.</i> 2. ADOPTION OF AGENDA 3. DELEGATIONS/PRESENTATIONS 4. CURRICULUM 5. UNFINISHED BUSINESS 6. STAFF REPORTS 6.1. Review of 2020/2021 Amended Budget 7. NEW BUSINESS 8. MINUTES OF PREVIOUS MEETINGS 8.1. Minutes from the Committee of the Whole Meeting, February 2, 2021 9. INFORMATION ITEMS 10. ADJOURNMENT | <p>Discussion</p> <p>Action</p> | <p>1 - 28</p> <p>29 - 34</p> |
|---|---------------------------------|------------------------------|

ITEM 6.1 Discussion

TO: Committee of the Whole
FROM: C. Becker, Secretary Treasurer
SUBJECT: Review of the Amended 2020-2021 Budget

1. Summary:

Attached are the amended budget calculations, and a draft budget bylaw considering the amendments.

The revisions are based on the actual expenses at the end of January. The review indicated that the budget for substitutes could be reduced further, as well as the international education program expenses. In addition, the additional funding from the federal government has been confirmed and adjusted.

After all expected budget adjustments are made, staff recommend the following actions. These recommendations are included, and presented in the attached budget documents:

- i. Transfer \$242,012 from prior year surplus for the following:
 - a. \$200,000 to transfer to Local Capital for equipment replacement – Mower and work vans. An equipment replacement plan is being developed and will be presented prior to proceeding with requests to purchase the replacement equipment.
 - b. \$42,012 to reconcile the budget
- ii. Although not reflected on the documents, staff recommend transferring \$500,000 of the remaining \$804,652 to the Contingency Fund, leaving a balance of \$304,652 in surplus.

If the Board would like further adjustments to the budget, an additional budget meeting will be required to review the draft bylaw before the meeting to approve the budget.

2. Background:

Staff are working on an updated to the supplemental information report for the budget, which will be presented for consideration as soon as it is available.

3. Options:

1. Forward the draft bylaw to a special board meeting for consideration.
2. Request further amendments to the budget and return the draft budget to a special committee of the whole meeting to review, and subsequently to a special board meeting for approval prior to February 28, 2021.

4. Analysis and Impact:

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

The amended budget must be approved before February 28th, 2021. Attached is a draft budget considering the above recommendations.

- e. Organizational Capacity
- f. Risks
 - i. Organizational
 - ii. Reputational
 - iii. Strategic
- g. Benefits
 - i. Organizational
 - ii. Reputational
 - iii. Strategic

5. Public Participation:

6. Implementation:

Meetings are held for February 23, 2021 and February 25, 2021 for further budget meetings are required.

7. Attachments:

- a. Budget summary documents
- b. Draft Amended Budget Bylaw



20/21 Amended Budget

February 28, 2021

	2020 / 2021 Amended					2020 / 2021 Preliminary					Change Operating / Special	
	Operating	Special	Operating / Special	Capital	Total	Operating	Special	Operating / Special	Capital	Total	\$	%
OPERATING REVENUE												
Grants												
Ministry of Education - Operating	62,534,834	10,368,412	72,903,246		72,903,246	62,267,727	5,860,973	68,128,700		68,128,700	4,774,546	7.01%
Other Ministry of Education	2,639,730		2,639,730		2,639,730	2,747,211		2,747,211		2,747,211	(107,481)	-3.91%
Provincial - Other	305,318	121,862	427,180		427,180	303,881	100,933	404,814		404,814	22,366	5.52%
Total Grants	65,479,882	10,490,274	75,970,156	-	75,970,156	65,318,819	5,961,906	71,280,725	-	71,280,725	4,689,431	6.58%
Tuition	1,270,400		1,270,400		1,270,400	1,613,000		1,613,000		1,613,000	(342,600)	-21.24%
Other Revenue	279,417	1,770,000	2,049,417		2,049,417	327,647	1,770,000	2,097,647		2,097,647	(48,230)	-2.30%
Rentals & Leases	190,600		190,600		190,600	208,520		208,520		208,520	(17,920)	-8.59%
Investment Income	65,000		65,000		65,000	95,000		95,000		95,000	(30,000)	-31.58%
TOTAL OPERATING REVENUE	67,285,299	12,260,274	79,545,573	-	79,545,573	67,562,986	7,731,906	75,294,892	-	75,294,892	4,250,681	5.65%
Amortization of Deferred Capital			-	3,007,060	3,007,060			-	3,002,730	3,002,730		
STATEMENT 2 REVENUE	67,285,299	12,260,274	79,545,573	3,007,060	82,552,633	67,562,986	7,731,906	75,294,892	3,002,730	78,297,622	4,250,681	5.65%
OPERATING EXPENSE												
Salaries												
Teachers	27,087,854	5,403,807	32,491,661		32,491,661	26,891,751	3,580,336	30,472,088		30,472,088	2,019,574	6.63%
Principals and Vice-Principals	4,164,471	64,200	4,228,671		4,228,671	4,129,871	44,000	4,173,871		4,173,871	54,800	1.31%
Education Assistants	6,373,800	690,354	7,064,154		7,064,154	6,352,000	474,700	6,826,700		6,826,700	237,454	3.48%
Support Staff	7,541,170	748,507	8,289,677		8,289,677	7,708,840	324,550	8,033,390		8,033,390	256,287	3.19%
Other Professionals	2,007,624		2,007,624		2,007,624	1,924,424		1,924,424		1,924,424	83,200	4.32%
Substitutes	2,315,144	117,942	2,433,086		2,433,086	2,801,296	117,942	2,919,238		2,919,238	(486,152)	-16.65%
Total Salaries	49,490,063	7,024,810	56,514,873	-	56,514,873	49,808,182	4,541,528	54,349,710	-	54,349,710	2,165,163	3.98%
Employee Benefits	11,647,133	1,692,096	13,339,229		13,339,229	11,492,716	1,124,659	12,617,375		12,617,375	721,854	5.72%
Total Salaries and Benefits	61,137,196	8,716,906	69,854,102	-	69,854,102	61,300,898	5,666,187	66,967,085	-	66,967,085	2,887,017	4.31%
Services and Supplies												
Services	1,906,090		1,906,090		1,906,090	1,965,568		1,965,568		1,965,568	(59,478)	-3.03%
Student Transportation	19,000		19,000		19,000	19,000		19,000		19,000	-	0.00%
Professional Development and Travel	593,840		593,840		593,840	492,118		492,118		492,118	101,722	20.67%
Rentals & Leases	260,158		260,158		260,158	340,158		340,158		340,158	(80,000)	-23.52%
Dues & Fees	88,100		88,100		88,100	88,100		88,100		88,100	-	0.00%
Insurance	160,000		160,000		160,000	153,000		153,000		153,000	7,000	4.58%
Supplies	2,430,938	3,543,368	5,974,306		5,974,306	2,163,997	2,065,718	4,229,715		4,229,715	1,744,591	41.25%
Utilities	1,184,147		1,184,147		1,184,147	1,184,147		1,184,147		1,184,147	-	0.00%
Amortization			-	4,033,435	4,033,435			-	4,005,359	4,005,359		
Total Services and Supplies	6,642,272	3,543,368	10,185,640	4,033,435	14,219,075	6,406,087	2,065,718	8,471,805	4,005,359	12,477,164	1,713,835	20.23%
TOTAL OPERATING EXPENSE	67,779,469	12,260,274	80,039,742	4,033,435	84,073,177	67,706,985	7,731,906	75,438,891	4,005,359	79,444,250	4,600,851	6.10%
Net Operating Surplus (Deficit)	(494,170)	-	(494,170)	(1,026,375)	(1,520,545)	(143,999)	-	(143,999)	(1,002,629)	(1,146,628)	(350,170)	
Allocation of Surplus	694,170		694,170		694,170	143,999		143,999		143,999	550,171	
Allocation (to) from Local Capital	(200,000)		(200,000)	200,000	-	-		-		-	(200,000)	
Projected Operating Surplus/(Deficit)	0	-	0	(826,375)	(826,375)	(0)	-	(0)	(1,002,629)	(1,002,629)	1	
Unrestricted Surplus funds available	804,652											
Restricted Surplus funds available	16,777											



20/21 Amended Budget

February 28, 2021

	2020/21		\$	%	2019/20	2020/21 Amended		2018/19	2020/21 Amended	
	Amended	Preliminary				Change	Change		Actuals	Change
OPERATING REVENUE										
Grants										
Ministry of Education - Operating Grants	62,534,834	62,267,727	267,107	0.43%	61,222,760	1,312,074	2.14%	58,855,102	3,679,732	6.25%
Other Ministry of Education Grants	2,639,730	2,747,211	(107,481)	-3.91%	2,433,075	206,655	8.49%	1,115,415	1,524,315	136.66%
Provincial Grants - Other	305,318	303,881	1,437	0.47%	387,232	(81,914)	-21.15%	330,784	(25,466)	-7.70%
Total Grants	65,479,882	65,318,819	161,063	0.25%	64,043,067	1,436,815	2.24%	60,301,301	5,178,581	8.59%
Tuition	1,270,400	1,613,000	(342,600)	-21.24%	2,322,031	(1,051,631)	-45.29%	2,707,297	(1,436,897)	-53.07%
Other Revenue	279,417	327,647	(48,230)	-14.72%	394,065	(114,648)	-29.09%	404,383	(124,966)	-30.90%
Rentals & Leases	190,600	208,520	(17,920)	-8.59%	212,095	(21,495)	-10.13%	179,020	11,580	6.47%
Investment Income	65,000	95,000	(30,000)	-31.58%	117,462	(52,462)	-44.66%	182,214	(117,214)	-64.33%
TOTAL OPERATING REVENUE	67,285,299	67,562,986	(277,687)	-0.41%	67,088,720	196,579	0.29%	63,774,215	3,511,084	5.51%
OPERATING EXPENSE										
Salaries										
Teachers	27,087,854	26,891,751	196,103	0.73%	26,617,417	470,437	1.77%	24,989,195	2,098,659	8.40%
Principals and Vice-Principals	4,164,471	4,129,871	34,600	0.84%	3,969,695	194,776	4.91%	3,907,768	256,703	6.57%
Education Assistants	6,373,800	6,352,000	21,800	0.34%	6,198,765	175,035	2.82%	6,004,018	369,782	6.16%
Support Staff	7,541,170	7,708,840	(167,670)	-2.18%	7,435,287	105,883	1.42%	7,006,633	534,537	7.63%
Other Professionals	2,007,624	1,924,424	83,200	4.32%	2,187,107	(179,483)	-8.21%	2,052,903	(45,279)	-2.21%
Substitutes	2,315,144	2,801,296	(486,152)	-17.35%	2,678,943	(363,799)	-13.58%	3,270,084	(954,940)	-29.20%
Total Salaries	49,490,063	49,808,182	(318,119)	-0.64%	49,087,214	402,849	0.82%	47,230,601	2,259,462	4.78%
Employee Benefits	11,647,133	11,492,716	154,417	1.34%	10,838,439	808,694	7.46%	10,757,422	889,711	8.27%
Total Salaries and Benefits	61,137,196	61,300,898	(163,702)	-0.27%	59,925,653	1,211,543	2.02%	57,988,023	3,149,173	5.43%
Services and Supplies										
Services	1,906,090	1,965,568	(59,478)	-3.03%	1,941,159	(35,069)	-1.81%	1,968,123	(62,033)	-3.15%
Student Transportation	19,000	19,000	-	0.00%	23,265	(4,265)	-18.33%	35,962	(16,962)	-47.17%
Professional Development and Travel	593,840	492,118	101,722	20.67%	398,467	195,373	49.03%	557,662	36,178	6.49%
Rentals & Leases	260,158	340,158	(80,000)	-23.52%	255,245	4,913	1.92%	276,656	(16,498)	-5.96%
Dues & Fees	88,100	88,100	-	0.00%	99,599	(11,499)	-11.55%	116,011	(27,911)	-24.06%
Insurance	160,000	153,000	7,000	4.58%	147,132	12,868	8.75%	137,810	22,190	16.10%
Supplies	2,430,938	2,163,997	266,941	12.34%	2,181,740	249,198	11.42%	2,555,097	(124,159)	-4.86%
Utilities	1,184,147	1,184,147	-	0.00%	1,046,017	138,130	13.21%	1,145,586	38,561	3.37%
Total Services and Supplies	6,642,272	6,406,087	236,185	3.69%	6,092,624	549,648	9.02%	6,792,907	(150,635)	-2.22%
Total Operating Fund Expenses	67,779,469	67,706,985	72,483	0.11%	66,018,277	1,761,192	2.67%	64,780,930	2,998,539	4.63%
OPERATING SURPLUS (DEFICIT)	(494,170)	(143,999)	(350,170)		1,070,443	(1,564,613)	-146.16%	(1,006,715)	512,545	-50.91%
Allocation to (from) Local Capital	200,000	-	200,000		61,000	139,000	227.87%	(598,500)	798,500	-133.42%
TOTAL OPERATING SURPLUS (DEFICIT)	(694,170)	(143,999)	(550,170)		1,009,443	(1,703,613)	-168.77%	(408,215)	(285,955)	70.05%
Allocation of Surplus	694,170	143,999	550,171		-	694,170		408,215	285,955	70.05%
Projected Operating Surplus/(Deficit)	0	(0)	1		1,009,443	(1,009,443)	-100.00%	-	0	
Unrestricted Surplus funds available	804,652									
Restricted Surplus funds available	16,777									

20/21 Amended Budget
Operating Revenue Changes (from 2020/21 Prelim Budget)
 February 28, 2021

Revenue	(Increase) / Decrease
Operating Grant	
Enrolment - Regular schools	2,817,004
Enrolment - Distance learning	(2,127,756)
Enrolment - Alternate program	(45,360)
Equity of opportunity	(3,696)
Salary differential supplement	(138,104)
Enrolment - Continuing education	(14,175)
Enrolment - Indigenous education	(1,500)
Enrolment - Summer learning	1,720
Enrolment - Special education	(366,200)
Enrolment - English language learning	(86,640)
Other MOE Grant	
Early career mentorship	(140,000)
Early learning	(2,486)
Support benefits	(52,433)
Other Provincial	
UFV operating agreement	(1,437)
Tuition	
International	342,600
Other Revenue	
Resales - Riverside	15,000
Clarke Theatre contribution	33,230
Investment Income	
Interest revenue	30,000
Rental Revenue	
Classroom leases	17,920
Grand Total	277,687

20/21 Amended Budget**Operating Expense Changes (from 2020/21 Prelim Budget)**

February 28, 2021

Expenses	Increase / (Decrease)
Teacher	
Wage increases	138,103
FTE change - Schools	58,000
PVP	
Wage increases	67,400
FTE change - Mental health program	(32,800)
EA	
FTE change - Student services	57,800
FTE change - Indigenous Education	(36,000)
Support	
Wage increases	35,700
FTE change - Summer camp	(20,500)
FTE change - Finance	26,400
FTE change - Student services	(17,870)
FTE change - School support	(5,600)
FTE change - Facilities	(188,300)
Other Prof	
Wage increases	45,200
FTE change - HR	11,200
FTE change - Facilities	48,500
FTE change - Theatre	(27,400)
FTE change - MSS	5,700
Substitute	
FTE change	(600,000)
Wage increase	113,848
Benefits	
Due to wage, FTE, benefit changes	156,918
Services	
International - Agent fees	(45,000)
International - Medical fees	(22,000)
International - Activity fees	(4,000)
Lease - Photocopiers	(80,000)
Telephone	5,000
Legal fees - Ministry services	2,522
PD & Travel	
International - Recruiting	(15,178)
International - Student activities	(20,000)
Early career mentorship	140,000
Due to wage and FTE changes	900
Insurance	
Insurance - School protection plan	7,000
Supplies	
Schools - Use of prior year surplus	250,185
Summer camp	(5,000)
Schools - MSS	5,950
Indigenous Ed	15,806
Grand Total	72,484

20/21 Amended Budget**Changes to Capital and Surplus Appropriation (from Prelim Budget)**

February 28, 2021

Surplus / Capital	
Surplus	
Use prior year Unrestricted surplus	(\$242,012)
Add prior year Indigenous Ed surplus	(\$57,976)
Add prior year Schools surplus	(\$250,183)
Capital	
Allocation to Local Capital	\$200,000
Grand Total	(\$350,171)



20/21 Amended Budget
Summary of Additional Needs
 February 28, 2021

Additional Needs Identified (Not Included in Budget)	Amount	Budget	
Schools - PA system replacements (2 per year)	30,000	AFG/Local Capital	Recurring
Schools - Telecom system replacements (2 per year)	30,000	AFG/Local Capital	Recurring
Schools - Replace district network switches	400,000	AFG/Local Capital	One-time
Schools - Add back service/supply reductions (15%)	140,000	Schools	Recurring
Schools - Furniture and equipment	25,000	Local Capital	Recurring
Schools - Add back librarian curriculum support	130,000	Teachers	Recurring
Schools - Mental health supports (middle schools)		EA	Recurring
Curriculum - Literacy mentor teacher	100,000	Teachers	Recurring
Facilities - White fleet additions	25,000	Local Capital	Recurring
Facilities - Grounds large mower	100,000	Local Capital	One-time
Transportation - Special education bus	75,000	Local Capital	One-time
Transportation - Office window replacements	20,000	Local Capital	One-time
Transportation - Bus predictive stop arm cameras	20,000	Local Capital	One-time
HR - Software - eDocs, job posting web, workflow	75,000	Local Capital	One-time
Printers/Photocopiers - Final upgrade phase	75,000	Local Capital	One-time
Contingency (1% of operating revenue)	-		
SUB-TOTAL ADDITIONAL NEEDS IDENTIFIED	1,245,000		

Local Capital Summary

Feb 12, 2021

Project	Opening	Addition	Reclass	Expense	Balance
Board Office Equipment			(5,744)	5,744	-
Classroom Furniture	(25,000)				(25,000)
Facilities Equipment	(57,266)				(57,266)
ITA Equipment - MSS	(49,065)	(20,700)		35,225	(34,539)
Mount Calvary Church			(15,839)	15,839	-
MSS Seismic	-		(17,971)	17,971	-
Photocopiers	(20,000)		(245,611)	265,611	-
Portables	(83,809)				(83,809)
School Improvements	(81,699)			16,937	(64,762)
Technology Improvements	(206,044)		206,044		-
Telecom Systems	(31,271)				(31,271)
Unallocated	(123,453)		79,121		(44,332)
TOTAL	(677,607)	(20,700)	-	357,327	(340,980)

English Language Learning 2020 / 2021 Amended Budget

	2019		Preliminary		Amended	
	# students	\$	# students	\$	# students	\$
<u>Revenue</u>						
Ministry Funding - ESL	130	197,600	130	197,600	187	284,240
Ministry Funding - ESD	170	258,400	170	258,400	170	258,400
International Allocation	135	151,392	90	99,712	68	55,480
		<u>\$ 607,392</u>		<u>\$ 555,712</u>		<u>\$ 598,120</u>
<u>Expenses</u>						
District Program	<u>FTE</u>		<u>FTE</u>		<u>FTE</u>	
Principal	0.1	16,020	0.1	16,020	0.1	16,580
Teachers - ESL	3	300,533	2	200,355	2.4	245,136
Teacher - ESD	1	100,178	1	100,178	1.4	142,996
EA	8.698	462,647	3.143	167,166	3.143	166,883
Mileage & Supplies		8,000		5,000		5,000
Total District Based		<u>887,378</u>		<u>488,719</u>		<u>576,595</u>
School Based Support						
MSS	0.6	57,244	0.1	14,325	0.143	14,311
Hatzic Middle	0.286	28,622	0.143	14,325	0.143	14,311
Total School Based		<u>85,867</u>		<u>28,651</u>		<u>28,622</u>
Total Costs	<u>13.66</u>	<u>973,244</u>	<u>6.529</u>	<u>517,370</u>	<u>7.329</u>	<u>605,217</u>
Net Funding (Shortfall)		<u><u>(365,852)</u></u>		<u><u>38,342</u></u>		<u><u>(7,097)</u></u>

International Program 2020 / 2021 Amended Budget

	2019/2020		Preliminary		Amended	
	students	\$	students	\$	students	\$
<u>Revenue</u>						
Tuition & Medical Fees	135	1,890,000	90	1,260,000	68	952,000
Activity Fees	135	60,000	90	40,000	64	16,000
Other Fees	135	50,000	90	33,333	64	22,400
		2,000,000		1,333,333		990,400
Less: Agent Commissions		(231,525)		(154,350)		(109,350)
Gross Student Revenue		1,768,475		1,178,983		881,050
<u>Expenses</u>						
<u>Student Expenses</u>						
Less: Student Medical Fees		135,000		90,000		68,000
Less: Student Activity Fees		60,000		40,000		16,000
		195,000		130,000		84,000
<u>Department Expenses</u>						
Wages and Benefits	3.9	343,860	3.9	343,860	3.9	349,120
Travel/Conferences		87,000		58,000		43,822
Other Serv/Supp		62,400		62,400		62,400
		493,260		464,260		455,342
Total Expenses		688,260		594,260		539,342
Net Revenue		1,080,215		584,723		341,708
<i>Net Revenue per Student</i>		<i>8,002</i>		<i>6,497</i>		<i>5,025</i>
<u>ELL Expenses</u>						
(transferred to ELL Program)		151,392		99,712		55,480
per student		1,121		1,108		816
<u>School Staffing</u>						
Regular Teachers	4.5	446,074	2.9	294,863	2.4	238,158
Counsellor (MSS)	0.1	28,651	0.3	28,651	0.1	14,325
International Blocks	2.1	214,881	2.1	214,881	0.4	42,946
EA FTE	0.8	41,721	0.8	41,791	0.8	41,800
		731,327		580,186		337,230
Net Contribution		348,888		4,537		4,478

Note: Ministry Funding per Student

Ministry Funding per student 7,560

ELL funding per student @ .74 1,125

8,685 Target Net Revenue Per Student

Note: Homestay fees are excluded from this summary

Amended Annual Budget

School District No. 75 (Mission)

June 30, 2021

School District No. 75 (Mission)

June 30, 2021

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

AMENDED ANNUAL BUDGET BYLAW

A Bylaw of THE BOARD OF EDUCATION OF SCHOOL DISTRICT NO. 75 (MISSION) (called the "Board") to adopt the Amended Annual Budget of the Board for the fiscal year 2020/2021 pursuant to section 113 of the *School Act*, R.S.B.C., 1996, c. 412 as amended from time to time (called the "Act").

1. Board has complied with the provisions of the Act respecting the Amended Annual Budget adopted by this bylaw.
2. This bylaw may be cited as School District No. 75 (Mission) Amended Annual Budget Bylaw for fiscal year 2020/2021.
3. The attached Statement 2 showing the estimated revenue and expense for the 2020/2021 fiscal year and the total budget bylaw amount of \$84,373,179 for the 2020/2021 fiscal year was prepared in accordance with the *Act*.
4. Statement 2, 4 and Schedules 1 to 4 are adopted as the Amended Annual Budget of the Board for the fiscal year 2020/2021.

READ A FIRST TIME THE 16th DAY OF FEBRUARY, 2021;

READ A SECOND TIME THE 16th DAY OF FEBRUARY, 2021;

READ A THIRD TIME, PASSED AND ADOPTED THE 16th DAY OF FEBRUARY, 2021;

(Corporate Seal)

Chairperson of the Board

Secretary Treasurer

I HEREBY CERTIFY this to be a true original of School District No. 75 (Mission) Amended Annual Budget Bylaw 2020/2021, adopted by the Board the 16th DAY OF FEBRUARY, 2021.

Secretary Treasurer

School District No. 75 (Mission)

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

	2021 Amended Annual Budget	2021 Annual Budget
Ministry Operating Grant Funded FTE's		
School-Age	6,301,938	6,317,000
Adult	5,750	8,000
Total Ministry Operating Grant Funded FTE's	6,307,688	6,325,000
Revenues	\$	\$
Provincial Grants		
Ministry of Education	75,542,976	70,875,911
Other	427,181	404,814
Tuition	1,270,400	1,613,000
Other Revenue	2,049,417	2,097,647
Rentals and Leases	190,600	208,520
Investment Income	65,000	95,000
Amortization of Deferred Capital Revenue	3,007,060	3,002,730
Total Revenue	82,552,634	78,297,622
Expenses		
Instruction	66,109,669	62,507,605
District Administration	3,291,056	3,098,584
Operations and Maintenance	13,469,466	12,664,281
Transportation and Housing	1,202,988	1,173,780
Total Expense	84,073,179	79,444,250
Net Revenue (Expense)	(1,520,545)	(1,146,628)
Budgeted Allocation (Retirement) of Surplus (Deficit)	694,170	143,999
Budgeted Surplus (Deficit), for the year	(826,375)	(1,002,629)
Budgeted Surplus (Deficit), for the year comprised of:		
Operating Fund Surplus (Deficit)		
Special Purpose Fund Surplus (Deficit)		
Capital Fund Surplus (Deficit)	(826,375)	(1,002,629)
Budgeted Surplus (Deficit), for the year	(826,375)	(1,002,629)

School District No. 75 (Mission)
 Amended Annual Budget - Revenue and Expense
 Year Ended June 30, 2021

	2021 Amended Annual Budget	2021 Annual Budget
Budget Bylaw Amount		
Operating - Total Expense	67,779,469	67,706,985
Special Purpose Funds - Total Expense	12,260,275	7,731,906
Capital Fund - Total Expense	4,033,435	4,005,359
Capital Fund - Tangible Capital Assets Purchased from Local Capital	300,000	
Total Budget Bylaw Amount	84,373,179	79,444,250

Approved by the Board

Signature of the Chairman of the Board of Education _____ Date Signed _____

Signature of the Superintendent _____ Date Signed _____

Signature of the Secretary Treasurer _____ Date Signed _____

DRAFT

School District No. 75 (Mission)

Amended Annual Budget - Changes in Net Financial Assets (Debt)
Year Ended June 30, 2021

	2021 Amended Annual Budget	2021 Annual Budget
	\$	\$
Surplus (Deficit) for the year	(1,520,545)	(1,146,628)
Effect of change in Tangible Capital Assets		
Acquisition of Tangible Capital Assets		
From Local Capital	(300,000)	
From Deferred Capital Revenue	(3,120,790)	(3,365,806)
Total Acquisition of Tangible Capital Assets	(3,420,790)	(3,365,806)
Amortization of Tangible Capital Assets	4,033,435	4,005,359
Total Effect of change in Tangible Capital Assets	612,645	639,553
Acquisitions of Prepaid Expenses	(200,000)	(200,000)
Use of Prepaid Expenses	329,813	200,000
	129,813	-
(Increase) Decrease in Net Financial Assets (Debt)	(778,087)	(507,075)

School District No. 75 (Mission)

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

	Operating Fund	Special Purpose Fund	Capital Fund	2021 Amended Annual Budget
	\$	\$	\$	\$
Accumulated Surplus (Deficit), beginning of year	1,515,599		27,347,859	28,863,458
Changes for the year				
Net Revenue (Expense) for the year	(494,170)		(1,026,375)	(1,520,545)
Interfund Transfers				
Local Capital	(200,000)		200,000	-
Net Changes for the year	(694,170)	-	(826,375)	(1,520,545)
Budgeted Accumulated Surplus (Deficit), end of year	821,429	-	26,521,484	27,342,913

School District No. 75 (Mission)

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

	2021 Amended Annual Budget	2021 Annual Budget
	\$	\$
Revenues		
Provincial Grants		
Ministry of Education	65,174,564	65,014,938
Other	305,318	303,881
Tuition	1,270,400	1,613,000
Other Revenue	279,417	327,647
Rentals and Leases	190,600	208,520
Investment Income	65,000	95,000
Total Revenue	67,285,299	67,562,986
Expenses		
Instruction	55,479,469	55,193,652
District Administration	3,098,206	3,014,744
Operations and Maintenance	8,024,664	8,324,809
Transportation and Housing	1,177,130	1,173,780
Total Expense	67,779,469	67,706,985
Net Revenue (Expense)	(494,170)	(143,999)
Budgeted Prior Year Surplus Appropriation	694,170	143,999
Net Transfers (to) from other funds		
Local Capital	(200,000)	-
Total Net Transfers	(200,000)	-
Budgeted Surplus (Deficit), for the year	-	-

School District No. 75 (Mission)

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

	2021 Amended Annual Budget	2021 Annual Budget
	\$	\$
Provincial Grants - Ministry of Education		
Operating Grant, Ministry of Education	62,534,834	62,267,727
ISC/LEA Recovery	(173,957)	(173,957)
Other Ministry of Education Grants		
Pay Equity	725,901	725,901
Transportation Supplement	188,900	188,900
Support Staff Benefits Grant	52,433	
Teachers' Labour Settlement Funding	1,690,967	1,690,967
Early Career Mentorship Funding	140,000	
Foundation Skills Assessment Grant	13,000	13,000
Increased Enrolment Projected		302,400
Early Learning Framework	2,486	
Total Provincial Grants - Ministry of Education	65,174,564	65,014,938
Provincial Grants - Other	305,318	303,881
Tuition		
Continuing Education	280,000	280,000
International and Out of Province Students	990,400	1,333,000
Total Tuition	1,270,400	1,613,000
Other Revenues		
Funding from First Nations	173,957	173,957
Miscellaneous		
Pay for Service - Riverside	5,000	20,000
District of Mission - Clarke Theatre	75,460	108,690
Other	25,000	25,000
Total Other Revenue	279,417	327,647
Rentals and Leases	190,600	208,520
Investment Income	65,000	95,000
Total Operating Revenue	67,285,299	67,562,986

School District No. 75 (Mission)

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

	2021 Amended Annual Budget	2021 Annual Budget
	\$	\$
Salaries		
Teachers	27,087,854	26,891,751
Principals and Vice Principals	4,164,471	4,129,871
Educational Assistants	6,373,800	6,352,000
Support Staff	7,541,170	7,708,840
Other Professionals	2,007,624	1,924,424
Substitutes	2,315,144	2,801,296
Total Salaries	49,490,063	49,808,182
Employee Benefits	11,647,133	11,492,716
Total Salaries and Benefits	61,137,196	61,300,898
Services and Supplies		
Services	1,906,090	1,965,568
Student Transportation	19,000	19,000
Professional Development and Travel	593,840	492,118
Rentals and Leases	260,158	340,158
Dues and Fees	88,100	88,100
Insurance	160,000	153,000
Supplies	2,430,938	2,163,996
Utilities	1,184,147	1,184,147
Total Services and Supplies	6,642,273	6,406,087
Total Operating Expense	67,779,469	67,706,985

School District No. 75 (Mission)

Amended Annual Budget - Operating Expense by Function, Program and Object
Year Ended June 30, 2021

	Teachers Salaries	Principals and Vice Principals Salaries	Educational Assistants Salaries	Support Staff Salaries	Other Professionals Salaries	Substitutes Salaries	Total Salaries
	\$	\$	\$	\$	\$	\$	\$
1 Instruction							
1.02 Regular Instruction	21,712,854	902,471	51,200	351,500		1,684,423	24,702,448
1.03 Career Programs	625,700	136,600	33,500	346,100			1,141,900
1.07 Library Services	1,075,100						1,075,100
1.08 Counselling	891,100						891,100
1.10 Special Education	2,040,900		5,216,600	668,270		348,032	8,273,802
1.30 English Language Learning	307,900	13,700	133,800				455,400
1.31 Indigenous Education	409,500	130,400	905,200	35,200		10,000	1,490,300
1.41 School Administration		2,858,400		1,243,100	75,800	56,005	4,233,305
1.60 Summer School	24,800						24,800
1.61 Continuing Education							-
1.62 International and Out of Province Students		122,900	33,500	102,000	60,500		318,900
1.64 Other					48,000		48,000
Total Function 1	27,087,854	4,164,471	6,373,800	2,746,170	184,300	2,098,460	42,655,055
4 District Administration							
4.11 Educational Administration				132,600	547,600		680,200
4.40 School District Governance					86,213		86,213
4.41 Business Administration				430,500	840,911	5,000	1,276,411
Total Function 4	-	-	-	563,100	1,474,724	5,000	2,042,824
5 Operations and Maintenance							
5.41 Operations and Maintenance Administration				90,700	264,900	25,000	380,600
5.50 Maintenance Operations				3,217,550		186,684	3,404,234
5.52 Maintenance of Grounds				265,000			265,000
5.56 Utilities							-
Total Function 5	-	-	-	3,573,250	264,900	211,684	4,049,834
7 Transportation and Housing							
7.41 Transportation and Housing Administration				28,100	83,700		111,800
7.70 Student Transportation				630,550			630,550
7.73 Housing							-
Total Function 7	-	-	-	658,650	83,700	-	742,350
9 Debt Services							
Total Function 9	-	-	-	-	-	-	-
Total Functions 1 - 9	27,087,854	4,164,471	6,373,800	7,541,170	2,007,624	2,315,144	49,490,063

School District No. 75 (Mission)

Amended Annual Budget - Operating Expense by Function, Program and Object
Year Ended June 30, 2021

	Total Salaries	Employee Benefits	Total Salaries and Benefits	Services and Supplies	2021 Amended Annual Budget	2021 Annual Budget
	\$	\$	\$	\$	\$	\$
1 Instruction						
1.02 Regular Instruction	24,702,448	5,769,728	30,472,176	1,535,910	32,008,086	32,011,488
1.03 Career Programs	1,141,900	276,030	1,417,930	316,978	1,734,908	1,638,478
1.07 Library Services	1,075,100	255,920	1,331,020	42,000	1,373,020	1,300,150
1.08 Counselling	891,100	212,080	1,103,180	5,500	1,108,680	1,289,430
1.10 Special Education	8,273,802	2,017,210	10,291,012	151,500	10,442,512	10,247,125
1.30 English Language Learning	455,400	109,260	564,660	5,000	569,660	533,020
1.31 Indigenous Education	1,490,300	357,540	1,847,840	244,526	2,092,366	1,887,970
1.41 School Administration	4,233,305	940,880	5,174,185	179,400	5,353,585	5,331,251
1.60 Summer School	24,800	5,900	30,700		30,700	29,090
1.61 Continuing Education	-		-		-	-
1.62 International and Out of Province Students	318,900	72,020	390,920	299,572	690,492	791,460
1.64 Other	48,000	9,560	57,560	17,900	75,460	134,190
Total Function 1	42,655,055	10,026,128	52,681,183	2,798,286	55,479,469	55,193,652
4 District Administration						
4.11 Educational Administration	680,200	143,770	823,970	154,600	978,570	965,380
4.40 School District Governance	86,213	27,600	113,813	66,500	180,313	180,313
4.41 Business Administration	1,276,411	280,590	1,557,001	382,322	1,939,323	1,869,051
Total Function 4	2,042,824	451,960	2,494,784	603,422	3,098,206	3,014,744
5 Operations and Maintenance						
5.41 Operations and Maintenance Administration	380,600	78,040	458,640	254,400	713,040	647,100
5.50 Maintenance Operations	3,404,234	833,925	4,238,159	1,385,118	5,623,277	5,959,262
5.52 Maintenance of Grounds	265,000	68,700	333,700	170,500	504,200	534,300
5.56 Utilities	-		-	1,184,147	1,184,147	1,184,147
Total Function 5	4,049,834	980,665	5,030,499	2,994,165	8,024,664	8,324,809
7 Transportation and Housing						
7.41 Transportation and Housing Administration	111,800	24,580	136,380	6,400	142,780	139,530
7.70 Student Transportation	630,550	163,800	794,350	240,000	1,034,350	1,034,250
7.73 Housing	-		-		-	-
Total Function 7	742,350	188,380	930,730	246,400	1,177,130	1,173,780
9 Debt Services						
Total Function 9	-	-	-	-	-	-
Total Functions 1 - 9	49,490,063	11,647,133	61,137,196	6,642,273	67,779,469	67,706,985

School District No. 75 (Mission)

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

	<u>2021 Amended Annual Budget</u>	<u>2021 Annual Budget</u>
	\$	\$
Revenues		
Provincial Grants		
Ministry of Education	10,368,412	5,860,973
Other	121,863	100,933
Other Revenue	1,770,000	1,770,000
Total Revenue	<u>12,260,275</u>	<u>7,731,906</u>
Expenses		
Instruction	10,630,200	7,313,953
District Administration	192,850	83,840
Operations and Maintenance	1,411,367	334,113
Transportation and Housing	25,858	
Total Expense	<u>12,260,275</u>	<u>7,731,906</u>
Budgeted Surplus (Deficit), for the year	<u>-</u>	<u>-</u>

School District No. 75 (Mission)

Amended Annual Budget - Changes in Special Purpose Funds
Year Ended June 30, 2021

	Annual Facility Grant	Learning Improvement Fund	Scholarships and Bursaries	School Generated Funds	Strong Start	Ready, Set, Learn	OLEP	CommunityLINK	Classroom Enhancement Fund - Overhead
	\$	\$	\$	\$	\$		\$	\$	\$
Deferred Revenue, beginning of year			80,671	977,018		6,073	982	12,422	
Add: Restricted Grants									
Provincial Grants - Ministry of Education	249,513	225,361			160,000	31,850	94,988	404,511	259,203
Provincial Grants - Other			70,000	1,700,000					
Other									
	249,513	225,361	70,000	1,700,000	160,000	31,850	94,988	404,511	259,203
Less: Allocated to Revenue	249,513	225,361	70,000	1,700,000	160,000	37,923	95,970	416,933	259,203
Deferred Revenue, end of year	-	-	80,671	977,018	-	-	-	-	-
Revenues									
Provincial Grants - Ministry of Education	249,513	225,361			160,000	37,923	95,970	416,933	259,203
Provincial Grants - Other			70,000	1,700,000					
Other Revenue									
	249,513	225,361	70,000	1,700,000	160,000	37,923	95,970	416,933	259,203
Expenses									
Salaries									
Teachers								16,310	
Principals and Vice Principals							44,500		
Educational Assistants		180,700						294,000	
Support Staff	56,140				122,360				92,160
Substitutes									117,942
	56,140	180,700	-	-	122,360	-	44,500	310,310	210,102
Employee Benefits	18,714	44,661			30,500		9,350	76,647	40,731
Services and Supplies	174,659		70,000	1,700,000	7,140	37,923	42,120	29,976	8,370
	249,513	225,361	70,000	1,700,000	160,000	37,923	95,970	416,933	259,203
Net Revenue (Expense)	-	-	-	-	-	-	-	-	-

School District No. 75 (Mission)

Amended Annual Budget - Changes in Special Purpose Funds
Year Ended June 30, 2021

	Classroom Enhancement Fund - Staffing	Classroom Enhancement Fund - Remedies	First Nation Student Transportation	Mental Health in Schools	Changing Results for Young Children	Safe Return to School Grant	Federal Safe Return to Class Fund	BEST	POPFASD C.A.R.S.
	\$	\$	\$	\$	\$	\$	\$	\$	\$
Deferred Revenue, beginning of year			25,858	22,270				20,000	3,486
Add: Restricted Grants									
Provincial Grants - Ministry of Education	5,223,201	642,720		52,000	11,250	484,741	2,461,469		
Provincial Grants - Other									
Other									
	5,223,201	642,720	-	52,000	11,250	484,741	2,461,469	-	-
Less: Allocated to Revenue	5,223,201	642,720	25,858	74,270	11,250	484,741	2,461,469	-	3,486
Deferred Revenue, end of year	-	-	-	-	-	-	-	20,000	-
Revenues									
Provincial Grants - Ministry of Education	5,223,201	642,720	25,858	74,270	11,250	484,741	2,461,469		
Provincial Grants - Other									3,486
Other Revenue									
	5,223,201	642,720	25,858	74,270	11,250	484,741	2,461,469	-	3,486
Expenses									
Salaries									
Teachers	4,220,770						1,166,728		
Principals and Vice Principals				19,700					
Educational Assistants							215,654		
Support Staff						205,894	218,063		
Substitutes									
	4,220,770	-	-	19,700	-	205,894	1,600,445	-	-
Employee Benefits	1,002,431			4,140		51,473	400,111		
Services and Supplies		642,720	25,858	50,430	11,250	227,374	460,913		3,486
	5,223,201	642,720	25,858	74,270	11,250	484,741	2,461,469	-	3,486
Net Revenue (Expense)	-	-	-	-	-	-	-	-	-

School District No. 75 (Mission)

Amended Annual Budget - Changes in Special Purpose Funds
Year Ended June 30, 2021

	MCFD Early Years	MCFD Middle Years	TOTAL
	\$	\$	\$
Deferred Revenue, beginning of year	33,692	8,985	1,191,457
Add: Restricted Grants			
Provincial Grants - Ministry of Education			10,300,807
Provincial Grants - Other	82,933	13,500	96,433
Other			1,770,000
	82,933	13,500	12,167,240
Less: Allocated to Revenue	95,892	22,485	12,260,275
Deferred Revenue, end of year	20,733	-	1,098,422
Revenues			
Provincial Grants - Ministry of Education			10,368,412
Provincial Grants - Other	95,892	22,485	121,863
Other Revenue			1,770,000
	95,892	22,485	12,260,275
Expenses			
Salaries			
Teachers			5,403,808
Principals and Vice Principals			64,200
Educational Assistants			690,354
Support Staff	53,889		748,506
Substitutes			117,942
	53,889	-	7,024,810
Employee Benefits	13,338		1,692,096
Services and Supplies	28,665	22,485	3,543,369
	95,892	22,485	12,260,275
Net Revenue (Expense)	-	-	-

School District No. 75 (Mission)

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

	2021 Amended Annual Budget			2021 Annual Budget
	Invested in Tangible Capital Assets	Local Capital	Fund Balance	
	\$	\$	\$	\$
Revenues				
Amortization of Deferred Capital Revenue	3,007,060		3,007,060	3,002,730
Total Revenue	3,007,060	-	3,007,060	3,002,730
Expenses				
Amortization of Tangible Capital Assets				
Operations and Maintenance	4,033,435		4,033,435	4,005,359
Total Expense	4,033,435	-	4,033,435	4,005,359
Net Revenue (Expense)	(1,026,375)	-	(1,026,375)	(1,002,629)
Net Transfers (to) from other funds				
Local Capital		200,000	200,000	
Total Net Transfers	-	200,000	200,000	-
Other Adjustments to Fund Balances				
Tangible Capital Assets Purchased from Local Capital	300,000	(300,000)	-	
Total Other Adjustments to Fund Balances	300,000	(300,000)	-	
Budgeted Surplus (Deficit), for the year	(726,375)	(100,000)	(826,375)	(1,002,629)

**School District #75 (Mission)
Public Meeting of the Committee of the Whole Minutes**

**February 2, 2021, 3:30 pm
Zoom Meeting**

- Members Present:** Board Chair, Tracy Loffler
Vice Chair, Shelley Carter
School Trustee, Randy Cairns
Trustee, Rick McKamey
Trustee, Julia Renkema
- Staff Present:** Secretary-Treasurer, Corien Becker
Superintendent of Schools, Angus Wilson
Director of Student Services Carolynn Schmor
Assistant Superintendent, Karen Alvarez
District Principal of Indigenous Education, Vivian Searwar
District Principal of International Education, Colleen Hannah
Executive Assistant, Ilona Schmidt (Recorder)
Executive Assistant, Aleksandra Crescenzo
- Others Present:** Hillside Traditional Academy Principal - Linda Hamel,
Silverdale Elementary Principal - Rob Clarke, ESR Principal
- Sharon Widdows, Ecole Mission Central Vice-Principal -
Shauna Nero, ESR Vice-Principal - Karina Zimmerman,
Presenter - Julie Bond, Teacher - Angela Bout, Parent -
Alicia Hurd, Teacher – Anais St. Laurent, DPAC Chair -
Cheryl Blondin, MSS PAC Rep - Dionne Hairsine, CUPE
President - Faye Howell, Parent - Jacquelyn Wickham,
Teacher - Jen Tench, Teacher - Jennine Chapman, Teacher -
Kaitlyn McRobbie, MTU President - Ryan McCarty, MTU
Vice-President, Janise Nikolic

1. CALL TO ORDER

The meeting was called to order at 3:30 pm by the Chairperson. The Chair acknowledged that Mission Public Schools is 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

MOVED and Seconded that the Agenda be adopted as presented.

CARRIED

3. DELEGATIONS/PRESENTATIONS

3.1 Childcare Rapid Renovation Fund

Fraser Valley Labour Council Executive member, teacher and resident of Mission, Julie Bond, discussed possible access to funding new childcare space creation or expansion within the public sector.

The deadline to apply is March 12, 2021.

Reference: Rapid Renovation Fund

Julie suggested promoting dual usage of Strong Start or Klub Kids spaces, and having EAs, or Lunch Time Supervisors to work before school. With Learning cohorts, daycare on site would be a better solution than transporting students offsite. Childcare fees can be collected from parents for ongoing support, and there are subsidies available.

A question was asked if this is the first year for the Rapid Renovation Fund to be offered? Is it ongoing? It is not known. It is a one-time fund. Likely not ongoing, as it is not to pay for salaries.

A comment was provided that the Government walked away from Strong Start and the Ministry should bring this under the childcare mandate. Families face the same issues as in the past. Ministry could do a lot more than putting band-aids on ECE, such as creating sustainable funding.

The Board will follow up with the District of Mission on the Childcare issue at their next joint meeting.

The CUPE President shared that the New Westminster SD is piloting a childcare project called the Seamless Day Model. Before or after school care is provided by existing staff. The idea is being promoted by the B.C. Coalition of Child Care Advocates as part of an effort to make affordable, quality childcare accessible to more families throughout B.C.

3.2 Complex Trauma

Beth-Ann Cullen, Acting Principal of Student Services and a Principal of Hatzic Elementary, focuses on the mental health and wellbeing of struggling students. Beth-Ann educates both students and educators to develop behaviour plans and to rebuild pathways for students to follow, utilizing Trauma-Informed schools and Peaceful Schools concepts.

Information was shared about the traumatic response of children's limbic system triggering automatic survival actions of Flight, Fight, or Freeze.

A question was asked if the SD is only looking at this approach in terms of students or also in terms of staff? COVID shifts everyone into working through trauma. On March 2, April 23, 2021, Angela Murphy is presenting to staff. Resources are available for staff as well.

A question was asked about children having issues at home. Are there resources for Parents? Presentations are directed more towards teachers, but Behaviour Plans are presented to parents. Support for students/parents is available. The Peaceful Schools model can be flipped and used at home.

The Director of Student Services commented that the SD has been building on trauma-informed practice and the principles of Dr. Chuck

[Geddes](#) from Complex Care and Intervention have been well received. The plan is to spread the teaching among more educators, so they are better prepared.

4. CURRICULUM

4.1 Monthly Curriculum Update: Communicating Student Learning (CSL)

Staff introduced 4 teachers to share their experiences during Term 1 with the CSL Pilot and digital portfolios using Fresh Grade Connect, Paper Portfolios, and Scholantis.

- Kaitlyn McRobbie (Grade 5/6 teacher at Hatzic Elementary),
- Jennine Chapman (Intermediate teacher at ESR);
- Jennifer Tench (Intermediate teacher at ESR);
- Anais St. Laurent (Grade 1 FRIM teacher at Ecole Mission Central)

The Pilot introduces a significant shift from a report card structure to a communication structure by utilizing contemporary teaching and encourages:

- student critical thinking and flexibility
- collaborating with students in the learning environment
- embracing physical, mental, and emotional wellness
- increase student ownership of learning
- self-awareness and learning about learning, not just work completion
- Impact vs volume

A question was asked about transitioning this model to Middle School. We can continue this model in grades 9 and 10, however a letter grade is required.

A question was asked if the improved assessments demonstrated deeper/better comprehension. Students have acknowledged points of progress and communicated their areas where they experienced challenges.

A question was asked if students are struggling with the reflection piece? Portfolios allow a lot of flexibility in how a teacher can teach. The portfolios teach the children to reflect on things and why reflecting is important in life. Getting away from letter grades clarifies that every student is responsible for their learning to demonstrate growth.

A question was asked if IT has looked at the technical issues. The technology committee is looking into creating student emails.

A comment was provided about the daunting workload, time spent on prep if applied in older grades, and how students would adjust to deadlines. Deadlines are utilized, just not boxed in. Report cards do not all go out at the same time. Timelines change, as learning does not stop and start on our schedule. The new approach adds more fluidity. It takes some training, but kids can learn selectiveness and uploading even in Grade 1.

Trustees see the importance of implementation of the CSL starting at the Elementary level. The pilot program shows what is effective and what is not.

The Secretary-Treasurer inquired how can SD help as an organization with Teacher learning and growth with CSL. Teachers indicated that time is needed to learn about CSL and how to do things more efficiently. Teachers want to use Pro D time to develop better skills and plan better.

6. STAFF REPORTS

6.1 Capstone Projects

Staff provided background on Capstone Projects and shared their experiences from listening in on several presentations at MSS. The Capstone is a new aspect of Career Education that all students must complete to graduate. The Capstone represents a passion area for the student but also reflects process and self-assessment as they work to transition to the workplace and/or the post-secondary world.

Students researched in detail and presented on various topics.

6.2 Safety in Schools

The Superintendent provided an update on safety in schools following the assault incident at HPMS earlier this month. The School District is planning a VIRTUAL FORUM on February 18th, which will host a short presentation, and break out into smaller groups to connect with parents and representatives from schools, the District of Mission, RCMP, UFV. The discussion topic will be: How can we make things better at schools?

- To date, series of meetings took place.
- Vice-Principals report seeing serious social interaction issues and a lot of inappropriate language.
- HPMS staff reported on commentary from students, not wanting yet another anti-bullying program.
- SD posted for more Noon Hour Supervisors at Middle schools. HPMS is hosting a meeting with the LGBTQ group.
- Ongoing collaboration with Safer Schools Together
- VTR training for staff
- Conversations took place with UFV, RCMP and other agencies.
- Sharron Widdows is planning with schools for presentations.
- Numerous emails from parents coming daily. Ideas and suggestions are recorded in a spreadsheet.

A question was asked about getting feedback from students at Hatzic Middle School. Response: there is a plan to interact with students. SD acknowledges a strong need for student voice input.

A comment was provided that students need to understand the definition of harassment and that it happens even outside of school hours.

The Superintendent voiced the teachers' willingness to help, wanting to have activities. SD is looking into possible COVID safe sporting events within cohorts.

7. NEW BUSINESS

7.1 Governance and Accountability

MOVED and Seconded that the following resolution be forwarded to the Public Board meeting on February 16, 2021:

THAT the Board of Education direct staff to begin the development of an accountability and reporting policy.

CARRIED

7.2 Childcare Policy

Staff discussed the development of a formal policy regarding childcare in MPSD schools. The School District has 3 childcare operations in three schools, in addition to the afterschool Club Kids program operated by the District of Mission. We are waiting to receive a draft policy from BCSTA or policies developed from other School Districts. The Ministry of education is having formal discussions about bringing childcare under their mandate.

Trustees and Staff agreed to wait for an update from BCSTA and the Ministry. The Secretary-Treasurer will monitor and bring to Board for discussion any possible capacity issues arising with the growing district population.

7.3 Shifting Educational Format

The Superintendent discussed innovative practices teachers and principals have undertaken this year.

Streaming is an advantage for some classes to do lecture presentations, enabling interaction between other schools or even districts.

Innovative Proposal from MSS has been sent to the Ministry: On Wednesdays, students would do morning classes online, and afternoon would be support time, in-person or virtually. Details need to be clarified if the legalities are in place.

A question was asked about the Middle Schools and Junior High model. There are issues with being in the same class for too long. Are students getting the education they need? The Superintendent clarified that teachers have been surprised about how positive the system has been (taking breaks, going for walks). Discussions are taking place at the admin level, observing the collective agreement. MSS model seems to have

figured out the prep. Linear blocks and different models are being considered.

MTU has done surveys in the field about aspects of hybrid teaching to be used after the pandemic; however, it has been agreed across the Board, that conclusions need to be wholesomely discussed.

A concern was raised by a parent with less instructional time affecting vulnerable learners (mentioning UBC's MDI Index showing our district as lacking relationships kids have with adults). More guidance is needed. Middle-schoolers congregate at Elementary schools during shorter days.

A parent provided a comment on the Middle School model being a very good experience for some students, who can attend band in off time instead of early in the morning. It seems to be safer.

8. MINUTES OF PREVIOUS MEETINGS

8.1 Committee of the Whole Minutes, January 12, 2021

MOVED and Seconded that the Committee of the Whole minutes dated January 12, 2021 be approved.

CARRIED

9. INFORMATION ITEMS

9.1 Special Committee of the Whole on February 23, 2021 re: Amended Budget.

There may be another meeting scheduled. waiting for staff input and confirmation.

10. ADJOURNMENT

MOVED and Seconded that the Board adjourn the meeting.

CARRIED

The meeting adjourned at 6:05pm.

Chair, Board of Education

Secretary-Treasurer

The minutes were approved on
[DATE] at the [NAME] meeting.