

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

June 30, 2020, 3:30 pm

Zoom Meeting

Visit www.mpsd.ca > Board of Education > Meeting Information to connect virtually.

Pages

1. CALL TO ORDER

The Board Chair will acknowledge that this meeting is being held on Traditional Territory.

2. ADOPTION OF AGENDA

3. STAFF REPORTS

3.1	2020 - 2021 Annual Budget Bylaw	Action	1 - 18
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3.2	2021/2022 Five Year Capital Plan	Action	19 - 21
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4. NEW BUSINESS

5. MINUTES OF PREVIOUS MEETINGS

5.1	Board of Education Special Public Meeting Minutes, May 26, 2020	Action	22 - 24
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6. INFORMATION ITEMS

6.1	2020/2021 Annual Facility Grant Submission	Information	25
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7. CORRESPONDENCE

8. COMMITTEE MINUTES/LIAISON REPORTS

8.1	Committee of the Whole Meeting Minutes, June 5, 2020	Action	26 - 28
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8.2	Special Committee of the Whole Meeting Minutes, June 9, 2020	Action	29 - 32
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8.3	Special Committee of the Whole Meeting Minutes, June 23, 2020	Action	33 - 35
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9. ANNOUNCEMENTS

10. QUESTION PERIOD

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

11. ADJOURNMENT

ITEM 3.1 Action

File No. 8010.20

TO: Board of Education
FROM: Committee of the Whole
SUBJECT: 2020/2021 Annual Budget Bylaw

Recommendation

That the following resolutions be approved:

THAT the required three (3) readings and adoption of School District No. 75 (Mission) Annual Budget Bylaw for fiscal year 2020/2021 be carried out in one meeting.

THAT School District No. 75 (Mission) Annual Budget Bylaw for fiscal year 2020/2021 be approved as read a first time.

THAT School District No. 75 (Mission) Annual Budget Bylaw for fiscal year 2020/2021 be approved as read a second time.

THAT School District No. 75 (Mission) Annual Budget Bylaw for fiscal year 2020/2021 be approved as read a third time and finally adopted

The 2020/2021 Annual Budget was developed over the past few months. The budget is based on student enrolment projections, and cost and revenue estimates based on currently available information. The budget is under significant constraint due to factors including increased costs and low enrolment growth.

1. Background:

In accordance with the requirements of the School Act, before it is passed, a Bylaw of the Board of Education ("Board") must be given three (3) distinct readings. The Board may not give a Bylaw more than two (2) readings at anyone meeting unless the members of the Board who are present at the meeting unanimously agree to give the Bylaw all three readings at that meeting. The 2019/2020 Annual Budget Bylaw must be approved on or before June 30, 2019.

A Bylaw may be provided in written or printed copy and be in the possession of each Trustee and be available to each member of the public in attendance at the meeting at which the Bylaw is to be read. The Bylaw must consist of a description of the Bylaw by (a) its title, and (b) a summary of its contents. If copies are not available to Trustees and the public, then the Bylaw must be read out in full at each reading of the Bylaw. Considering that the meeting is held electronically, the bylaw is included in the published on-line agenda, and as such, the Board considers that each Trustee and participant in the meeting has a copy of the budget bylaw.

Additional detailed budget information is be provided in a separate public document and posted on the website.

2. Options:

- a. The budget could be approved as presented. If amendments are required, the amendments could be deferred to the Amended Budget, which must be approved by February 28, 2021.
- b. Additional amendments could be made. However, they must be made immediately, so the bylaw can be returned for board approval before the end of the day

3. Analysis and Impact:

- a. Strategic Plan Alignment
- b. Enhancement Agreement
- c. Funding Guidelines, Costing, & Budget Impact
 - The consolidated Annual Budget – Revenue and Expenses (Statement 2), shows a budgeted shortfall of \$1002,629 – which is the net amortization of assets (see Schedule 4).
 - The Operating Revenue and Expense – Schedule 2, shows a budgeted shortfall of \$143,999.
 - This shortfall is balanced by drawing \$100,000 of targeted Indigenous education program funding that is projected to be unspent from the 2019/2020 budget and carried forward for the program for 2020/2021, plus an additional transfer from surplus of \$43,999.
 - The June 9th Budget meeting projected budget shortfall has been reconciled as follows:

June 9 th , projected shortage	\$ 439,909
Reduced wages / benefits / employee expenses	(93,510)
Increased revenue (40 FTE)	<u>\$(302,400)</u>
Net shortage – Additional transfer from surplus	<u>\$ 43,999</u>
- 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:

Representatives from the District Parent Advisory Committee (DPAC), the Mission Teachers' Union (MTU), the Canadian Union of Public Employees Local 593 (CUPE), and other members of the public participated in the many Committee of the Whole Meetings providing comment and insight into the development of the budget.

5. Implementation

Provide a copy of the Bylaw to the Ministry
Update budget information in the general ledger
Review the approved budget with managers and principals and implement

6. Attachments:

- a. Summary – Operating, Special Purpose, and Capital
- b. Ministry Annual Budget Bylaw Submission for fiscal year 2020/2021
- c. Public Document – to be issued separately and published on the District Website prior to the June 30th Board Meeting.

20/21 Preliminary Budget

June 23, 2020

	2020 / 2021 Preliminary					2019 / 2020 Amended					Change	
	Operating	Special	Operating / Special	Capital	Total	Operating	Special	Operating / Special	Capital	Total	\$	%
OPERATING REVENUE												
Grants												
Ministry of Education - Operating	62,267,727	5,860,973	68,128,700		68,128,700	61,065,562	7,165,401	68,230,963		68,230,963	(102,263)	-0.15%
Other Ministry of Education	2,747,211		2,747,211		2,747,211	1,577,451		1,577,451		1,577,451	1,169,760	74.16%
Provincial - Other	303,881	100,933	404,814		404,814	318,881	108,181	427,062		427,062	(22,248)	-5.21%
Total Grants	65,318,819	5,961,906	71,280,725	-	71,280,725	62,961,894	7,273,582	70,235,476	-	70,235,476	1,045,249	1.49%
Tuition	1,613,000		1,613,000		1,613,000	2,309,000		2,309,000		2,309,000	(696,000)	-30.14%
Other Revenue	327,647	1,770,000	2,097,647		2,097,647	340,532	1,770,000	2,110,532		2,110,532	(12,885)	-0.61%
Rentals & Leases	208,520		208,520		208,520	262,040		262,040		262,040	(53,520)	-20.42%
Investment Income	95,000		95,000		95,000	145,000		145,000		145,000	(50,000)	-34.48%
TOTAL OPERATING REVENUE	67,562,986	7,731,906	75,294,892	-	75,294,892	66,018,466	9,043,582	75,062,048	-	75,062,048	232,844	0.31%
Amortization of Deferred Capital				3,002,730	3,002,730				2,927,680	2,927,680		
STATEMENT 2 REVENUE	67,562,986	7,731,906	75,294,892	3,002,730	78,297,622	66,018,466	9,043,582	75,062,048	2,927,680	77,989,728	232,844	0.31%
OPERATING EXPENSE												
Salaries												
Teachers	26,891,751	3,580,336	30,472,088		30,472,088	25,926,974	3,995,585	29,922,559		29,922,559	549,529	1.84%
Principals and Vice-Principals	4,129,871	44,000	4,173,871		4,173,871	3,901,400	42,700	3,944,100		3,944,100	229,771	5.83%
Education Assistants	6,352,000	474,700	6,826,700		6,826,700	6,389,500	464,000	6,853,500		6,853,500	(26,800)	-0.39%
Support Staff	7,708,840	324,550	8,033,390		8,033,390	7,548,640	322,150	7,870,790		7,870,790	162,600	2.07%
Other Professionals	1,924,424		1,924,424		1,924,424	2,159,913		2,159,913		2,159,913	(235,489)	-10.90%
Substitutes	2,801,296	117,942	2,919,238		2,919,238	3,023,096	145,395	3,168,490		3,168,490	(249,253)	-7.87%
Total Salaries	49,808,182	4,541,528	54,349,710	-	54,349,710	48,949,523	4,969,829	53,919,352	-	53,919,352	430,358	0.80%
Employee Benefits	11,492,716	1,124,659	12,617,375		12,617,375	11,450,587	1,181,320	12,631,907		12,631,907	(14,532)	-0.12%
Total Salaries and Benefits	61,300,898	5,666,187	66,967,085	-	66,967,085	60,400,110	6,151,149	66,551,259	-	66,551,259	415,827	0.62%
Services and Supplies												
Services	1,965,568		1,965,568		1,965,568	1,974,039		1,974,039		1,974,039	(8,471)	-0.43%
Student Transportation	19,000		19,000		19,000	19,000		19,000		19,000	-	0.00%
Professional Development and Travel	492,118		492,118		492,118	413,640		413,640		413,640	78,478	18.97%
Rentals & Leases	340,158		340,158		340,158	260,158		260,158		260,158	80,000	30.75%
Dues & Fees	88,100		88,100		88,100	88,100		88,100		88,100	-	0.00%
Insurance	153,000		153,000		153,000	163,277		163,277		163,277	(10,277)	-6.29%
Supplies	2,163,997	2,065,718	4,229,715		4,229,715	2,457,950	2,892,433	5,350,383		5,350,383	(1,120,667)	-20.95%
Utilities	1,184,147		1,184,147		1,184,147	1,186,705		1,186,705		1,186,705	(2,558)	-0.22%
Amortization				4,005,359	4,005,359				4,005,870	4,005,870		
Total Services and Supplies	6,406,087	2,065,718	8,471,805	4,005,359	12,477,164	6,562,869	2,892,433	9,455,301	4,005,870	13,461,171	(983,496)	-10.40%
TOTAL OPERATING EXPENSE	67,706,985	7,731,906	75,438,891	4,005,359	79,444,250	66,962,978	9,043,582	76,006,560	4,005,870	80,012,430	(567,669)	-0.75%
Net Operating Surplus (Deficit)	(143,999)	-	(143,999)	(1,002,629)	(1,146,628)	(944,512)	-	(944,512)	(1,078,190)	(2,022,702)	800,513	
Allocation of Surplus	143,999		143,999		143,999	506,156		506,156		506,156	(362,157)	
Allocation to (from) Capital	-		-	-	-	438,356		438,356	(438,356)	-	(438,356)	
Projected Operating Surplus/(Deficit)	(0)	-	(0)	(1,002,629)	(1,002,629)	(0)	-	(0)	(1,516,546)	(1,516,546)	(0)	
	Budgeted Operating Spending			Capital accounting / Spending	Bylaw	Budgeted Operating Spending			Capital accounting / Spending	Bylaw		

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, Schedule 1 and Schedules 4A - 4D are used for Financial Statement reporting only.

ANNUAL BUDGET BYLAW

A Bylaw of THE BOARD OF EDUCATION OF SCHOOL DISTRICT NO. 75 (MISSION) (called the "Board") to adopt the 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 Annual Budget adopted by this bylaw.
2. This bylaw may be cited as School District No. 75 (Mission) 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 \$79,444,250 for the 2020/2021 fiscal year was prepared in accordance with the *Act*.
4. Statement 2, 4 and Schedules 2 to 4 are adopted as the Annual Budget of the Board for the fiscal year 2020/2021.

READ A FIRST TIME THE 30th DAY OF JUNE, 2020;

READ A SECOND TIME THE 30th DAY OF JUNE, 2020;

READ A THIRD TIME, PASSED AND ADOPTED THE 30th DAY OF JUNE, 2020;

(Corporate Seal)

Chairperson of the Board

Secretary Treasurer

I HEREBY CERTIFY this to be a true original of School District No. 75 (Mission) Annual Budget Bylaw 2020/2021, adopted by the Board the 30th DAY OF JUNE, 2020.

Secretary Treasurer

School District No. 75 (Mission)

Statement 2

Annual Budget - Revenue and Expense

Year Ended June 30, 2021

	2021 Annual Budget	2020 Amended Annual Budget
Ministry Operating Grant Funded FTE's		
School-Age	6,317,000	6,280,000
Adult	8,000	8,000
Total Ministry Operating Grant Funded FTE's	6,325,000	6,288,000
Revenues	\$	\$
Provincial Grants		
Ministry of Education	70,875,911	69,808,414
Other	404,814	427,062
Tuition	1,613,000	2,309,000
Other Revenue	2,097,647	2,110,532
Rentals and Leases	208,520	262,040
Investment Income	95,000	145,000
Amortization of Deferred Capital Revenue	3,002,730	2,927,680
Total Revenue	78,297,622	77,989,728
Expenses		
Instruction	62,507,605	63,667,779
District Administration	3,098,584	2,987,764
Operations and Maintenance	12,664,281	12,197,700
Transportation and Housing	1,173,780	1,159,188
Total Expense	79,444,250	80,012,431
Net Revenue (Expense)	(1,146,628)	(2,022,703)
Budgeted Allocation (Retirement) of Surplus (Deficit)	143,999	506,156
Budgeted Surplus (Deficit), for the year	(1,002,629)	(1,516,547)
Budgeted Surplus (Deficit), for the year comprised of:		
Operating Fund Surplus (Deficit)		
Special Purpose Fund Surplus (Deficit)		
Capital Fund Surplus (Deficit)	(1,002,629)	(1,516,547)
Budgeted Surplus (Deficit), for the year	(1,002,629)	(1,516,547)

School District No. 75 (Mission)

Annual Budget - Revenue and Expense

Year Ended June 30, 2021

	2021 Annual Budget	2020 Amended Annual Budget
Budget Bylaw Amount		
Operating - Total Expense	67,706,985	66,962,979
Special Purpose Funds - Total Expense	7,731,906	9,043,582
Capital Fund - Total Expense	4,005,359	4,005,870
Total Budget Bylaw Amount	<u>79,444,250</u>	<u>80,012,431</u>

Approved by the Board

Signature of the Chairperson of the Board of Education Date Signed

Signature of the Superintendent Date Signed

Signature of the Secretary Treasurer Date Signed

School District No. 75 (Mission)

Statement 4

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

	2021 Annual Budget	2020 Amended Annual Budget
	\$	\$
Surplus (Deficit) for the year	<u>(1,146,628)</u>	<u>(2,022,703)</u>
Effect of change in Tangible Capital Assets		
Acquisition of Tangible Capital Assets		
From Deferred Capital Revenue	(3,365,806)	(1,373,114)
Total Acquisition of Tangible Capital Assets	<u>(3,365,806)</u>	<u>(1,373,114)</u>
Amortization of Tangible Capital Assets	4,005,359	4,005,870
Total Effect of change in Tangible Capital Assets	<u>639,553</u>	<u>2,632,756</u>
Acquisitions of Prepaid Expenses	(200,000)	(200,000)
Use of Prepaid Expenses	200,000	249,762
	<u>-</u>	<u>49,762</u>
(Increase) Decrease in Net Financial Assets (Debt)	<u><u>(507,075)</u></u>	<u><u>659,815</u></u>

School District No. 75 (Mission)

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

	2021 Annual Budget	2020 Amended Annual Budget
	\$	\$
Revenues		
Provincial Grants		
Ministry of Education	65,014,938	62,643,013
Other	303,881	318,881
Tuition	1,613,000	2,309,000
Other Revenue	327,647	340,532
Rentals and Leases	208,520	262,040
Investment Income	95,000	145,000
Total Revenue	<u>67,562,986</u>	<u>66,018,466</u>
Expenses		
Instruction	55,193,652	55,046,438
District Administration	3,014,744	2,905,494
Operations and Maintenance	8,324,809	7,857,717
Transportation and Housing	1,173,780	1,153,330
Total Expense	<u>67,706,985</u>	<u>66,962,979</u>
Net Revenue (Expense)	<u>(143,999)</u>	<u>(944,513)</u>
Budgeted Prior Year Surplus Appropriation	<u>143,999</u>	<u>506,156</u>
Net Transfers (to) from other funds		
Local Capital		438,357
Total Net Transfers	<u>-</u>	<u>438,357</u>
Budgeted Surplus (Deficit), for the year	<u>-</u>	<u>-</u>

School District No. 75 (Mission)

Schedule 2A

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

	2021 Annual Budget	2020 Amended Annual Budget
	\$	\$
Provincial Grants - Ministry of Education		
Operating Grant, Ministry of Education	62,267,727	61,065,562
ISC/LEA Recovery	(173,957)	(195,532)
Other Ministry of Education Grants		
Pay Equity	725,901	725,901
Transportation Supplement	188,900	188,900
Carbon Tax Grant		50,000
Employer Health Tax Grant		515,072
Support Staff Benefits Grant		25,110
Foundation Skills Assessment Grant	13,000	13,000
Skills Training Grant		5,000
Labour Settlement Funding	1,690,967	250,000
Increased Enrolment Projected	302,400	
Total Provincial Grants - Ministry of Education	65,014,938	62,643,013
Provincial Grants - Other	303,881	318,881
Tuition		
Continuing Education	280,000	309,000
International and Out of Province Students	1,333,000	2,000,000
Total Tuition	1,613,000	2,309,000
Other Revenues		
Funding from First Nations	173,957	195,532
Miscellaneous		
Pay for Service - Riverside	20,000	20,000
District of Mission - Clarke Theatre	108,690	100,000
Other	25,000	25,000
Total Other Revenue	327,647	340,532
Rentals and Leases	208,520	262,040
Investment Income	95,000	145,000
Total Operating Revenue	67,562,986	66,018,466

School District No. 75 (Mission)

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

	2021 Annual Budget	2020 Amended Annual Budget
	\$	\$
Salaries		
Teachers	26,891,751	25,926,974
Principals and Vice Principals	4,129,871	3,901,400
Educational Assistants	6,352,000	6,389,500
Support Staff	7,708,840	7,548,640
Other Professionals	1,924,424	2,159,913
Substitutes	2,801,296	3,023,096
Total Salaries	49,808,182	48,949,523
Employee Benefits	11,492,716	11,450,587
Total Salaries and Benefits	61,300,898	60,400,110
Services and Supplies		
Services	1,965,568	1,974,039
Student Transportation	19,000	19,000
Professional Development and Travel	492,118	413,640
Rentals and Leases	340,158	260,158
Dues and Fees	88,100	88,100
Insurance	153,000	163,277
Supplies	2,163,996	2,457,950
Utilities	1,184,147	1,186,705
Total Services and Supplies	6,406,087	6,562,869
Total Operating Expense	67,706,985	66,962,979

School District No. 75 (Mission)

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	21,875,151	889,071	51,200	351,500		2,016,860	25,183,782
1.03 Career Programs	546,300	132,400	33,500	351,700			1,063,900
1.07 Library Services	1,016,300						1,016,300
1.08 Counselling	1,037,100						1,037,100
1.10 Special Education	1,888,200		5,158,800	650,440		437,285	8,134,725
1.30 English Language Learning	278,800	13,200	133,800				425,800
1.31 Indigenous Education	226,400	128,900	941,200	35,200		10,000	1,341,700
1.41 School Administration		2,847,100		1,243,100	56,600	70,881	4,217,681
1.60 Summer School	23,500						23,500
1.62 International and Out of Province Students		119,200	33,500	102,000	59,900		314,600
1.64 Other				18,000	74,700		92,700
Total Function 1	26,891,751	4,129,871	6,352,000	2,751,940	191,200	2,535,026	42,851,788
4 District Administration							
4.11 Educational Administration				132,600	536,700		669,300
4.40 School District Governance					86,213		86,213
4.41 Business Administration				404,100	812,511	5,000	1,221,611
Total Function 4	-	-	-	536,700	1,435,424	5,000	1,977,124
5 Operations and Maintenance							
5.41 Operations and Maintenance Administration				90,700	216,700	25,000	332,400
5.50 Maintenance Operations				3,381,950		236,270	3,618,220
5.52 Maintenance of Grounds				288,900			288,900
5.56 Utilities							-
Total Function 5	-	-	-	3,761,550	216,700	261,270	4,239,520
7 Transportation and Housing							
7.41 Transportation and Housing Administration				28,100	81,100		109,200
7.70 Student Transportation				630,550			630,550
Total Function 7	-	-	-	658,650	81,100	-	739,750
9 Debt Services							
Total Function 9	-	-	-	-	-	-	-
Total Functions 1 - 9	26,891,751	4,129,871	6,352,000	7,708,840	1,924,424	2,801,296	49,808,182

School District No. 75 (Mission)

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 Annual Budget	2020 Amended Annual Budget
	\$	\$	\$	\$	\$	\$
1 Instruction						
1.02 Regular Instruction	25,183,782	5,688,031	30,871,813	1,139,675	32,011,488	31,673,241
1.03 Career Programs	1,063,900	257,600	1,321,500	316,978	1,638,478	1,627,818
1.07 Library Services	1,016,300	241,850	1,258,150	42,000	1,300,150	1,278,240
1.08 Counselling	1,037,100	246,830	1,283,930	5,500	1,289,430	1,178,870
1.10 Special Education	8,134,725	1,960,900	10,095,625	151,500	10,247,125	9,979,039
1.30 English Language Learning	425,800	102,220	528,020	5,000	533,020	824,490
1.31 Indigenous Education	1,341,700	322,550	1,664,250	223,720	1,887,970	1,776,360
1.41 School Administration	4,217,681	934,270	5,151,951	179,300	5,331,251	5,538,290
1.60 Summer School	23,500	5,590	29,090		29,090	
1.62 International and Out of Province Students	314,600	71,110	385,710	405,750	791,460	946,760
1.64 Other	92,700	18,190	110,890	23,300	134,190	223,330
Total Function 1	42,851,788	9,849,141	52,700,929	2,492,723	55,193,652	55,046,438
4 District Administration						
4.11 Educational Administration	669,300	141,480	810,780	154,600	965,380	942,820
4.40 School District Governance	86,213	27,600	113,813	66,500	180,313	180,313
4.41 Business Administration	1,221,611	268,040	1,489,651	379,400	1,869,051	1,782,361
Total Function 4	1,977,124	437,120	2,414,244	600,500	3,014,744	2,905,494
5 Operations and Maintenance						
5.41 Operations and Maintenance Administration	332,400	67,900	400,300	246,800	647,100	736,987
5.50 Maintenance Operations	3,618,220	875,925	4,494,145	1,465,117	5,959,262	5,437,025
5.52 Maintenance of Grounds	288,900	74,900	363,800	170,500	534,300	497,000
5.56 Utilities	-	-	-	1,184,147	1,184,147	1,186,705
Total Function 5	4,239,520	1,018,725	5,258,245	3,066,564	8,324,809	7,857,717
7 Transportation and Housing						
7.41 Transportation and Housing Administration	109,200	24,030	133,230	6,300	139,530	134,730
7.70 Student Transportation	630,550	163,700	794,250	240,000	1,034,250	1,018,600
Total Function 7	739,750	187,730	927,480	246,300	1,173,780	1,153,330
9 Debt Services						
Total Function 9	-	-	-	-	-	-
Total Functions 1 - 9	49,808,182	11,492,716	61,300,898	6,406,087	67,706,985	66,962,979

School District No. 75 (Mission)

Schedule 3

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

	2021	2020 Amended
	Annual Budget	Annual Budget
	\$	\$
Revenues		
Provincial Grants		
Ministry of Education	5,860,973	7,165,401
Other	100,933	108,181
Other Revenue	1,770,000	1,770,000
Total Revenue	7,731,906	9,043,582
Expenses		
Instruction	7,313,953	8,621,341
District Administration	83,840	82,270
Operations and Maintenance	334,113	334,113
Transportation and Housing		5,858
Total Expense	7,731,906	9,043,582
Budgeted Surplus (Deficit), for the year	-	-

School District No. 75 (Mission)

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			100,000	875,000					
Add: Restricted Grants									
Provincial Grants - Ministry of Education	249,513	225,361			160,000	29,400	96,454	404,511	259,203
Provincial Grants - Other									
Other			70,000	1,700,000					
	249,513	225,361	70,000	1,700,000	160,000	29,400	96,454	404,511	259,203
Less: Allocated to Revenue	249,513	225,361	70,000	1,700,000	160,000	29,400	96,454	404,511	259,203
Deferred Revenue, end of year	-	-	100,000	875,000	-	-	-	-	-
Revenues									
Provincial Grants - Ministry of Education	249,513	225,361			160,000	29,400	96,454	404,511	259,203
Provincial Grants - Other									
Other Revenue			70,000	1,700,000					
	249,513	225,361	70,000	1,700,000	160,000	29,400	96,454	404,511	259,203
Expenses									
Salaries									
Teachers						14,802		16,310	
Principals and Vice Principals							44,000		
Educational Assistants		180,700						294,000	
Support Staff	56,140				122,360				92,160
Substitutes									117,942
	56,140	180,700	-	-	122,360	14,802	44,000	310,310	210,102
Employee Benefits	18,713	44,661			30,500	3,523	9,240	76,647	40,731
Services and Supplies	174,660		70,000	1,700,000	7,140	11,075	43,214	17,554	8,370
	249,513	225,361	70,000	1,700,000	160,000	29,400	96,454	404,511	259,203
Net Revenue (Expense)	-	-	-	-	-	-	-	-	-

School District No. 75 (Mission)
 Annual Budget - Changes in Special Purpose Funds
 Year Ended June 30, 2021

	Classroom Enhancement Fund - Staffing	BEST	MCFD Early Years	MCFD Middle Years	TOTAL
	\$	\$	\$	\$	\$
Deferred Revenue, beginning of year		20,000	20,733		1,015,733
Add: Restricted Grants					
Provincial Grants - Ministry of Education	4,436,531				5,860,973
Provincial Grants - Other			82,933	18,000	100,933
Other					1,770,000
	4,436,531	-	82,933	18,000	7,731,906
Less: Allocated to Revenue	4,436,531	-	82,933	18,000	7,731,906
Deferred Revenue, end of year	-	20,000	20,733	-	1,015,733
Revenues					
Provincial Grants - Ministry of Education	4,436,531				5,860,973
Provincial Grants - Other			82,933	18,000	100,933
Other Revenue					1,770,000
	4,436,531	-	82,933	18,000	7,731,906
Expenses					
Salaries					
Teachers	3,549,225				3,580,337
Principals and Vice Principals					44,000
Educational Assistants					474,700
Support Staff			53,889		324,549
Substitutes					117,942
	3,549,225	-	53,889	-	4,541,528
Employee Benefits	887,306		13,338		1,124,659
Services and Supplies			15,706	18,000	2,065,719
	4,436,531	-	82,933	18,000	7,731,906
Net Revenue (Expense)	-	-	-	-	-

School District No. 75 (Mission)

Schedule 4

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

	2021 Annual Budget			2020 Amended Annual Budget
	Invested in Tangible Capital Assets	Local Capital	Fund Balance	
	\$	\$	\$	\$
Revenues				
Amortization of Deferred Capital Revenue	3,002,730		3,002,730	2,927,680
Total Revenue	3,002,730	-	3,002,730	2,927,680
Expenses				
Amortization of Tangible Capital Assets				
Operations and Maintenance	4,005,359		4,005,359	4,005,870
Total Expense	4,005,359	-	4,005,359	4,005,870
Net Revenue (Expense)	(1,002,629)	-	(1,002,629)	(1,078,190)
Net Transfers (to) from other funds				
Local Capital			-	(438,357)
Total Net Transfers	-	-	-	(438,357)
Other Adjustments to Fund Balances				
Total Other Adjustments to Fund Balances	-	-	-	
Budgeted Surplus (Deficit), for the year	(1,002,629)	-	(1,002,629)	(1,516,547)

ITEM 3.2 Action File No. 11210

TO: Board of Education
FROM: Committee of the Whole
SUBJECT: 2021-2022 Five Year Capital Plan

Recommendation

THAT the draft 2021 – 2022 Five Year Capital Plan be approved.

1. Summary:

The Ministry of Education directed School Districts to develop a five-year capital plan. The capital plan should be based on a Long-Range Facilities Plan (LRFP). Staff intend to bring the LRFP to the Board for updating in the fall of 2020. The current plan was considered for the development of the Five-Year Capital Plan.

2. Background:

Mission Public School District is required to submit a five-year capital plan to the Minister of Education. The School Act requires the School District to prepare a capital plan that sets out proposed sites and facilities and the renovation of existing facilities, other than plans for local capital projects or the annual facility projects. The capital plan must include the amount of financial resources needed for the projects. All capital funding programs (except the Annual Facility Grant (AFG)) are to be included in the submission. These programs are:

- | | |
|-----------------------------|-------------------------------|
| - Additions | - School Enhancement Program |
| - New Schools | - Carbon Neutral Capital |
| - Site Acquisitions | Program |
| - Seismic | - Bus Replacement & Inventory |
| - Replacements | - Playground Equipment |
| - Building Demolitions | Program |
| - Building Envelope Program | |

A new Project Request Fact Sheet (PRFS) must be submitted if projects are for seismic upgrades, additions to schools, replacement schools or new schools within the first three years of the five-year capital plan submission. Staff will be working on finalizing the documents in the next few weeks.

3. Options:

The 2020-2021 Five Year Capital Plan must be submitted to the Ministry before July 31, 2020. The plan is based on the draft LRFP and other capital needs identified by the Facilities department. The Board had requested that the replacement of Mission Secondary be included on the Capital Plan. As such, it is noted in the plan. Additional work will be required to support the proposed project, including the review of the seismic upgrades, and other equipment upgrades.

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:

- a. 2021/2022 Five Year Capital Plan Summary

Mission Public School District #75
Five Year Capital Plan 2021/2022 - 2025/2026 Summary Report
June-20

2021/2022	2022/2023	2023/2024	2024/2025	2025/2026
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ADDITIONS

1	McMahon	Addition - Eight Rooms		\$1,000,000	\$5,810,000	\$4,000,000	
2	Mission Secondary	Addition - Eight Rooms			\$1,000,000	\$4,325,000	\$3,000,000

SITE ACQUISITIONS

1	Mission Secondary	for Expansion	\$5,000,000				
2	Hatzic Elementary	Replacement - Current Site is small	\$10,000,000				

SEISMIC

1	Mission Secondary	- studies in progress	\$1,000,000	\$5,000,000	\$20,000,000	\$25,000,000	\$31,000,000
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SCHOOL REPLACEMENT

1	Mission Secondary		2,000,000	25,000,000	40,000,000	23,000,000	
2	Hatzic Elementary				1,000,000	11,800,000	15,000,000

BUILDING ENVELOPE PROGRAM

1	Ferndale	<i>(Information provided by Ministry)</i>	900,000				
2	Albert McMahon	<i>(Information provided by Ministry)</i>		1,600,000			

SCHOOL ENHANCEMENT PROGRAM

1	Stave Falls	Building Enclosure Upgrades - SBS Roof - Design	800,000				
2	Stave Falls	Septic System Replacement	250,000				
3	Mission Central	Building Enclosure Upgrades - replace area	105,000				
4	Mission Central	Mechanical Upgrades - replace 2 AHUs	330,000				
5	Mission Sec	Replace 70T condensing unit B wing - Design	320,000				

CARBON NEUTRALCAPITAL PROGRAM

1	Heritage Park	LED Lighting	60,000				
2	Mission Central Elementary	LED Lighting	35,000				
3	Windebank Elementary	LED Lighting	35,000				
4	Deroche Elementary	LED Lighting	35,000				

BUS ACQUISITION PROGRAM

1	Bus Replacements	year 1					
2	Bus Replacements		Year 2				
3	Bus Replacements			Year 3			
4	Bus Replacements				Year 4		
5	Bus Replacements					Year 5	

PLAYGROUND EQUIPMENT PROGRAM

1	Edwin S. Richards	Replace East Playground	125,000				
2	Silverdale	Replace old blue IMP Structure	125,000				
3	West Heights Elementary	Replace North Playground for accessibility	125,000				

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

**May 26, 2020, 1:00 pm
Zoom Video Conference**

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

Staff Present: Superintendent of Schools, Angus Wilson
Secretary-Treasurer, Corien Becker
Assistant Superintendent, Karen Alvarez
Executive Assistant, Aleksandra Crescenzo (Recorder)

1. CALL TO ORDER

The meeting was called to order at 1:00 pm by the Chairperson. The Chair acknowledged that Mission Public Schools is 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. STAFF REPORTS

3.1 SD 75 Stage 3 - Re-Entry of Students Plan

MOVED and Seconded that the Stage 3 Re-Entry of Students Plan for Mission Public School be approved.

CARRIED

The Superintendent provided an overview of the plan to offer part-time instruction to K-6 students and one day support for students in grades 7-12. Vulnerable students and those with diverse needs will be able to attend school up to five days a week. Childcare will continue and is being offered to School District employees as they return to work.

The school re-entry plan has been reviewed by School District Health & Safety representatives. Risk assessments done at all sites following WorkSafeBC guidelines.

4. QUESTION PERIOD

A question was asked about the SD bussing service. The plexiglass has been ordered; it is a matter of receiving it in a timely manner. We cannot put workers or students in jeopardy.

Has the SD added more H&S staff? No additional Staff have been added.

Do we have to be concerned with any allergies regarding disinfectant products? There is a possibility, but this will have to be a case by case basis.

A question was asked about primary kids washing their hands. The plan will be to remind students to wash their hands more frequently.

A question was asked about students storing their lunch kits under their chairs.

A question was asked about children who are coughing or sneezing. Each school has protocols on how to deal with such a situation. If a student is exhibiting symptoms, the child will be removed from the classroom.

A question was asked about providing instruction 5 days per week to students with diverse needs.

A question was provided regarding health check emails and what the changes entailed. No changes have been implemented at this moment. This will be reviewed tomorrow.

A question was provided regarding disinfectant cleaning solutions. No changes have been made to the chemicals that the School District is using.

How will this plan be shared with parents? Not all the information in the plan needs to be shared with parents. Principals will share the necessary information with parents.

When will information be shared with Staff and how will orientation look like? The plan is to share the information with principals followed by staff. The Health & Safety Manager will need to provide direction on the orientation part.

What if a child is presenting baseline symptoms such as seasonal allergies? It is best to provide the Principal or VP with symptoms of allergies so that they are aware.

5. ADJOURNMENT

MOVED and Seconded that the Board adjourn the meeting.

CARRIED

The meeting adjourned at 1:51 pm.

Chairperson

Secretary Treasurer



Ministry of Education - Capital Management Branch
Annual Facility Grant (AFG) - 2020/21 Expenditure Plan

2020/06/09

District: Mission

Contact:	Name	Email	Phone
	Dana MacLean	da.maclean@mpsc	604-826-7375

FACILITY INFORMATION	PROJECT INFORMATION			ADDITIONAL INFORMATION
Facility Name	Description of Work	Estimated Cost	AFG Category	Comments
E.S. Richards Elementary	Accessible Concrete Ramp and Automatic Door Opener	\$ 60,000	Disabled Access	Replace non-accessible metal stairs
School Board Office	East Wing Second Floor Air Conditioning Unit Replacement	\$ 25,000	Health and Safety Upgrade	Replace inefficient office AC units
Christine Morrison Elementary	Roof Valley and Gutter Restoration	\$ 62,000	Roof Replacement	SBS Gutter Failure
Stave Falls Elementary	Major Roofing Repairs	\$ 40,000	Roof Replacement	Including snow guards and gutter system
West Heights Elementary	Roof Replacement (Area E)	\$ 110,000	Roof Replacement	Gym Roof Replacement
Hatzic Middle School	Roof Replacement (Area U)	\$ 60,000	Roof Replacement	Partial Roof Replacement
Christine Morrison Elementary	Exterior Painting	\$ 50,000	Facility Upgrade	
Mission Secondary	Parking Lot Lines	\$ 27,000	Site Upgrade	New Painted exterior Lines as needed
Mission Central Elementary	Paving and Drainage	\$ 47,000	Site Upgrade	Larry with sites
Cherry Hill	Boiler Plant Upgrade	\$ 25,000	Mechanical System Upgrade	Efficient Heating Plant Design
E.S. Richards Elementary	Exterior Cladding	\$ 30,000	Facility Upgrade	Metal Cladding
Hillside Elementary	Roof Replacement (Area M and H)	\$ 247,000	Roof Replacement	Pony Wall up to slope to be re-clad.
Heritage Park Middle	Fall Line - Life Line Safety Cable	\$ 27,100	Health and Safety Upgrade	Roof Area M5
Hillside Elementary	Fire Alarm Panel Replacement	\$ 13,000	Loss Prevention	Lifecycle Replacement
E.S. Richards Elementary	Exterior Painting	\$ 15,000	Facility Upgrade	Gym and Front Entrance
West Heights Elementary	Primary Wing Unit Ventilators	\$ 27,000	Mechanical System Upgrade	Design Only
Hillside Elementary	Exterior Painting	\$ 27,500	Facility Upgrade	New Paint and exterior repair
Mission Central Elementary	North Bank Secure	\$ 55,000	Site Upgrade	Secure eroding bank on North side of school
Hatzic Elementary	Sewer Tie-in	\$ 45,000	Site Upgrade	Convert from Septic to City Sewer
Mission Secondary	Flooring Repairs	\$ 15,000	Facility Upgrade	John and Mark to identify
Albert McMahan	Lift Station Replacement	\$ 200,000	Site Upgrade	replace failed sanitary lift station
Ferndale Facilities	Exterior Repairs	\$ 327	Site Upgrade	Repairs to aging exterior

Total Estimated Cost	\$ 1,207,927
Total AFG Allocation	\$ 1,207,927
Variance	\$ -

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

**June 2, 2020, 3:30 pm
Zoom Video Conference**

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

Staff Present: Superintendent of Schools, Angus Wilson
Secretary Treasurer, Corien Becker
Assistant Superintendent, Karen Alvarez
District Principal of International Education, Colleen Hannah
Executive Assistant, Aleksandra Crescenzo (Recorder)

Others Present: MTU President – Janise Nikolic, MTU VP – Ryan McCarty, DPAC
Representatives Dionne Hairsine, and Cheryl Blondin, and
School Principal/ PVPA Representative – Linda Ziefflie.

1. CALL TO ORDER

The meeting was called to order at 3:30 pm by the Chairperson. The Chair acknowledged the 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.

4. CURRICULUM

4.1 Curriculum Update - Continuity of Learning

The Assistant Superintendent provided an overview of learning opportunities for the month of June. The Welcome to Kindergarten event will be held at the start of the school year. Staff are looking at ways to support transitions for 2020-21; forums were held at both middle schools and staff have discussed inviting grade 6 teachers to the middle school for

one day. The District Mentor Teacher is working on virtual tours to allow students to view the school prior to attending class.

6. STAFF REPORTS

6.1 Report on SD function during COVID pandemic

The Superintendent acknowledged and thanked the work of the unions. An update was provided on the status of re-entry of students, childcare, cleaning resources, communication with the District of Mission (DoM), and looking ahead at next year.

The DoM is looking at reopening public playgrounds for some time next week. School playgrounds need to be inspected for insurance purposes. The School District is required to complete periodic inspections and staff feels it is an opportune time to conduct such inspections. Once the school playgrounds are fully inspected, they can be opened to students.

6.2 2020-21 Board Meeting Schedule

MOVED and Seconded that the following resolution be forwarded to the June Board meeting for consideration:

THAT the 2020-2021 Committee of the Whole/ Board of Education Meeting Schedules be approved.

CARRIED

6.3 2020-21 School Growth Plans

The School Growth Plans have been postponed until further notice.

6.4 BAA Courses

MOVED and Seconded that the following Board Authority Authorized courses be reviewed and forwarded to the June Board meeting for consideration:

Esthetics – Advanced Treatment – Skin
Esthetics – Advanced Treatments – Nails and Feet
Esthetics – Business Skills
Esthetics – Client Services
Esthetics – General Sciences
Esthetics – Specific Sciences
Esthetics – World of Make-Up
Esthetics – Introduction to Esthetics

CARRIED

The Superintendent advised that an Esthetician Program has been offered at Riverside College in previous years. The courses presented today would be in partnership with VCC and Riverside would rent their curriculum. The questions listed below will be shared with the school principal and the responses will be included on the Public agenda.

- 1. Will the students be required to take these courses in any specific order? If yes, can the courses be listed in the specific order?
- 2. How many students per class? Are courses open to MPSD students only?
- 3. Are courses open to MPSD students only?
- 4. What is the cost of each kit? Will there be financial support for students who can't afford them.
- 5. Can we request that Indigenous Mentor Teacher review the courses to ensure that aboriginal world views are incorporated in the courses where possible?

8. MINUTES OF PREVIOUS MEETINGS

8.1 Committee of the Whole meeting minutes dated May 5, 2020

MOVED and Seconded that the Committee of the Whole minutes dated May 5, 2020 be approved.

CARRIED

9. INFORMATION ITEMS

9.1 Special Committee of the Whole - June 9, 2020 at 3:30 pm

10. ADJOURNMENT

MOVED and Seconded that the Board adjourn the meeting.

CARRIED

The meeting adjourned at 4:12 pm.

Chairperson

Secretary Treasurer

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

**June 9, 2020, 3:30 pm
Zoom Video Conference**

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

Staff Present: Superintendent of Schools, Angus Wilson
Secretary-Treasurer, Corien Becker
Assistant Superintendent, Karen Alvarez
Assistant Secretary-Treasurer, Derek Welsh
District Principal of International Education, Collen Hannah
District Principal of Indigenous Education, Vivian Searwar
Director of Student Services, Carolyn Schmor
Executive Assistant, Aleksandra Crescenzo (Recorder)

Others Present: School Principal/ PVPA Representative – Linda Ziefflie,
CUPE President – Faye Howell, MTU President – Janise
Nikolic, and DPAC Representatives Dionne Hairsine and
Cheryl.

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. STAFF REPORTS

3.1 2020-21 Preliminary Budget

MOVED and Seconded that the MPSD preliminary budget be reconciled by making the following amendment:

1. Record additional revenue for registered students totaling \$300,000;
2. Record a transfer from surplus totaling \$40,000;
3. Further reduce the staffing budget by \$100,000;

AND THAT the Budget Bylaw and the Public Report document be prepared and returned to the Special Committee of the Whole meeting on June 23rd for a final review.

CARRIED

The Preliminary Budget has been reviewed, and updated by staff, with the challenge of planning for September 2020 considering the uncertainty caused by the COVID19 pandemic.

The budget is still showing a shortfall of \$440,000. A few options are presented for discussion and consideration for the preparation of the final draft of the budget for review and discussion for the June 23, 2020, Special CotW meeting.

The Secretary-Treasurer provided an overview of the options to reconcile the budget. Registrations for September enrolment are 55 students higher than the February enrolment count (current grant budget).

A recommendation was presented to balance the budget without depleting the surplus as there is an opportunity to include the additional revenue from the increased enrolment of 55 students. The Secretary-Treasurer advised that there is some risk with including all the increased revenue as there is a possibility that some students may not materialize in September.

Another recommendation was presented to use \$300k (of increased enrolment) and take the remainder from the contingency line.

What is included with option 3 to further reduce staffing? This information has not been solidified at this time and we do not have the all details.

The Board requested to remove the line item for Trustee Remuneration and requested to revisit the item during amended budget discussions.

Are international students staying in the country over the summer or has this been presented as a consideration. One to two students may return home, the rest of the students are staying through the summer.

We have depleted our casual pool. Are the numbers reflected in the budget for any additional hiring for additional casual staff? This item is not in the budget. We are expecting to cover off these costs and need to estimate how much additional staff will be required.

What is the current enrolment of international students?

- FTE: 137.8
- Headcount: 199

Have we accounted for summer school in this year's budget? Yes, summer school is included in this year's budget.

The Committee discussed the options and decided to include the following options to be included in the budget bylaw for the June 23, 2020, Special CotW meeting:

1. Include all or a portion of the income from additional enrolment
2. Include all or a portion of transfer from the surplus
3. Further decrease staffing levels

4. MINUTES OF PREVIOUS MEETINGS

4.1 Special Committee of the Whole meeting minutes dated, May 12, 2020

MOVED and Seconded that the Committee of the Whole minutes dated May 12, 2020 be approved.

CARRIED

4.2 Special Committee of the Whole meeting minutes dated, May 26, 2020

MOVED and Seconded that the Committee of the Whole minutes dated May 26, 2020 be approved.

CARRIED

5. INFORMATION ITEMS

The Chair announced that the Public Board meeting has been rescheduled to begin at 1pm on June 16, 2020.

A Special Committee of the Whole meeting is scheduled for June 23, 2020 at 3:30 pm. A Special Public Board meeting is scheduled for June 30, 2020 at 3:30 pm to pass the budget bylaw.

6. ADJOURNMENT

MOVED and Seconded that the Board adjourn the meeting.

CARRIED

The meeting adjourned at 4:20 pm.

Chairperson

Secretary Treasurer

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

**June 23, 2020, 3:30 pm
Zoom Video Conference**

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

Staff Present: Superintendent of Schools, Angus Wilson
Secretary Treasurer, Corien Becker
Assistant Superintendent, Karen Alvarez
Assistant Secretary-Treasurer, Derek Welsh
Director of Student Services, Carolynn Schmor
District Principal of International Education, Collen Hannah
Executive Assistant, Aleksandra Crescenzo (Recorder)

Others Present: School Principal/ PVPA Representative – Linda Ziefflie,
CUPE President – Faye Howell, MTU President – Janise
Nikolic, MTU VP – Ryan McCarty and DPAC Representatives
Dionne Hairsine and Cheryl.

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

THAT the Agenda be adopted as presented.

3. STAFF REPORTS

3.1 2020 - 2021 Annual Budget Bylaw

MOVED and Seconded that the following resolutions be forwarded to the June 30, 2020 Special Board Meeting for consideration:

MOVED and Seconded that the required three (3) readings and adoption of School District No. 75 (Mission) Annual Budget Bylaw for fiscal year 2020/2021 be carried out in one meeting.

MOVED and Seconded that School District No. 75 (Mission) Annual Budget Bylaw for fiscal year 2020/2021 be approved as read a first time.

MOVED and Seconded that School District No. 75 (Mission) Annual Budget Bylaw for fiscal year 2020/2021 be approved as read a second time.

MOVED and Seconded that School District No. 75 (Mission) Annual Budget Bylaw for fiscal year 2020/2021 be approved as read a third time and finally adopted.

CARRIED

The 2020/2021 Annual Budget was developed over the past few months. The budget is under significant constraint due to factors including increased costs and low enrolment growth. The Secretary-Treasurer provided an overview of the projected budget shortfall and the transfer of funds to reconcile the budget.

Clarification was requested about the reduction of the line related to "other professionals." Other professionals is exempt workforce (approximately 20 positions total).

3.2 2021/2022 Five Year Capital Plan

MOVED and Seconded that the draft 2021 – 2022 Five Year Capital Plan be reviewed and forwarded to the June 30, 2020 Special Board Meeting for consideration.

CARRIED

The plan is based on the draft LRFP and other capital needs identified by the Facilities department. An overview was provided of the Five-Year Capital Plan summary report. Most of the items have been rolled over from last year.

A question was asked about the expansion of MSS. Last year's summary report indicated a 12-room expansion at MSS. This year's plan indicates 8-rooms. The Secretary-Treasurer will confirm the correct number of rooms.

A discussion ensued regarding the building envelope of Ferndale and the roof leakage at Stave Falls.

A question was asked about all the projects listed for MSS. The Ministry requested that all projects be listed in the summary report to determine what projects require funding. If a project is not listed, the Ministry will not consider the project.

A question was asked about the playground equipment for Stave Falls. The School District is waiting to for the Ministry to make a public announcement. Clarity was requested if the funding is for a fully accessible playground.

4. MINUTES OF PREVIOUS MEETINGS

5. INFORMATION ITEMS

5.1 2020/2021 Annual Facility Grant Submission

6. ADJOURNMENT

MOVED and Seconded that the Board adjourn the meeting.

CARRIED

The meeting adjourned at 4:05 pm.

Chairperson

Secretary Treasurer