

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

June 21, 2022, 6:30 pm
Heritage Park Middle School
33700 Prentis Avenue, Mission, BC

Pages

1. CALL TO ORDER

Mission Public Schools is on the traditional, ancestral, unceded and shared lands of the Stó:lo people, which include Sq'éwlets, Leq'á:mel, Sema:th, Matheqwí, and Qwó:ltl'el First Nations.

2. ADOPTION OF AGENDA

3. DELEGATIONS/PRESENTATIONS

4. UNFINISHED BUSINESS

- | | | | |
|------|--|--------|--------|
| 4.1. | Trustee Code of Ethical Conduct Policy | Action | 1 - 7 |
| 4.2. | Halq'eméylem Language, Story, and Culture Policy | Action | 8 - 11 |

5. STAFF REPORTS

- | | | | |
|------|-----------------------------------|-------------|---------|
| 5.1. | Reporting out from Closed Meeting | | |
| 5.2. | 2022/2023 Budget Bylaw | Action | 12 - 61 |
| 5.3. | 2023/2024 Capital Plan Submission | Action | 62 - 63 |
| 5.4. | Superintendent Year End Report | Information | 64 |

6. NEW BUSINESS

- | | | | |
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| 6.1. | Students International Travel - Global Education Trip to Vietnam | Action | 65 - 75 |
| 6.2. | Framework for Enhancing Student Learning - Peer Review Feedback Report | Information | 76 - 82 |
| 6.3. | Meeting Schedule for 2022/2023 | Action | 83 - 84 |
| 6.4. | 2022-2023 Annual Board Work Plan | | 85 - 87 |

7. MINUTES OF PREVIOUS MEETINGS

7.1. Board of Education Public Meeting Minutes, May 17, 2022 Action 88 - 92

8. INFORMATION ITEMS

8.1. Draft OCP - Silverdale Central Neighbourhood Plan Discussion 93 - 105

The City has referred the Draft OCP amendment for the Silverdale Neighbourhood Plan to the School District for comment.

9. CORRESPONDENCE

10. COMMITTEE MINUTES/LIAISON REPORTS

11. ANNOUNCEMENTS

12. QUESTION PERIOD

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

13. ADJOURNMENT

ITEM 4.1 Action

File No. 1020

TO: Board of Education
FROM: Committee of the Whole
SUBJECT: Trustee Code of Ethical Conduct Policy

Recommendation

That the amended Trustee Code of Ethical Conduct Policy be approved.

1. Summary:

The Trustee Code of Ethical Conduct has been updated to include procedures to be used in the event of a complaint regarding Trustee Conduct and is ready for a final review before being approved by the Board.

2. Background:

The draft amendments to the Trustee Code of Ethical Conduct and a Draft Trustee Conduct Complaint procedure were presented to the Committee of the Whole on April 5, 2022. The committee discussed combining the policy and procedure together and then distributing the policy for comment through the engage.mpsd.ca portal. No comments were received. Trustees subsequently recommended to staff that the requirement for Trustees to declare any conflict of interest to the Board remain in the policy. As such it has been reinserted into the Conflicts of Interest section of the policy.

A few changes were suggested at the June 7th Committee of the Whole meeting. These suggestions are highlighted changes on the policy presented for consideration.

The revision provides procedures to guide Trustees in managing complaints received.

3. Options:

1. Forward the policy for consideration as amended.
2. Refer the policy out for further consultation.
3. Keep the policy as is without the amendment.

4. Analysis and Impact:

- a. Strategic Plan Alignment
- b. Q’pethet Ye Tel:exw, Gathering to Understand: A Framework for Creating a Culture of Equity
- c. Funding Guidelines, Costing, & Budget Impact
- d. Policy, Legislation, Regulation

The development of policy is the work of the Board. As the school act is silent on how boards of education address complaints regarding specific trustees, school boards have been developing procedures to guide decisions regarding complaints.

- e. Organizational Capacity
- f. Risks

- i. Organizational
 - ii. Reputational
 - iii. Strategic
- g. Benefits
- i. Organizational
 - ii. Reputational
 - iii. Strategic

5. Public Participation:

Engage.mpsd.ca portal – April & May 2022

6. Implementation:

Once approved the policy will be placed on the www.mpsd.ca website.

7. Attachments:

Trustee Code of Ethical Conduct Policy

Section:	Governance	
Title:	Trustee Code of Ethical Conduct	1.2

Purpose

To provide guidance and direction for the ethical behaviour and professionalism of Trustees in the fulfilment of their roles and responsibilities.

Policy

Critical trust is invested in the Board by the electorate to govern the affairs and business of the Mission Public School District. Recognizing this, the Trustees commit to conducting the business of the Board in a fair, respectful, and professional manner. This commitment includes using respectful authority and decorum when interacting with other trustees, staff, partner groups, and the community, or when representing the Board of Education or the Mission Public School District.

Trustees will uphold the commitments of the Code of Ethical Conduct policy, the Respectful Workplaces policy, and the Safe, Caring, and Respectful Schools policy, and will address any complaints of violation of the code or these policies by a Trustee at a closed meeting of the Board.

Ethical Conduct Commitments

Trustees will fulfill their roles and responsibilities as a Trustee of the School District considering the following ethical conduct commitments.

Behaviour:

- Trustees are expected to use respectful behaviour in all School District and community interactions.
- Trustees are expected to use behaviour that is not disrespectful of others or their opinions. Trustees are expected to maintain decorum during all meetings, respect the protocols of the meeting process, the authority of the Board Chair, and encourage full, open, and courteous discussions in all matters with other trustees.
- Trustees will endeavour to work cooperatively in spite of differences of opinion.
- Trustees shall refrain from making discrediting comments about others, engaging in unwarranted personal criticism, or taking private action that could compromise the integrity or authority of the Board.
- Information that may be of potential concern should not be concealed or withheld.

Decision-making process:

- Trustees are expected to give the opinions and objectives of other trustees, staff, partner groups, and the public, their respect and full consideration.
- Trustees are expected to conclude discussions and reach decisions, only after considering all available information and opinions for each situation. Trustees shall remain open to altering a perspective or an opinion after considering other information received in the discussion process. Trustees shall not have an unreasonable bias or closed mind to an issue.
- Trustees must encourage full and open discussions in all matters. Trustees must not dismiss or disregard others when they submit an opinion that is different or contradicts their own opinion.
- Trustees must not withhold or conceal matters or information from other Trustees that would be of concern to the School District.

Communications:

- After decisions are reached, Trustees are expected to abide by, uphold, and support the final majority decision of the board. Trustees must not undermine the decisions of the Board, even if the Trustee was opposed to a decision.
- Trustees must not discuss the confidential business of the Board outside of a closed board or closed committee meeting.

Confidentiality:

- Confidential information, in any form, that Trustees receive during their elected term must not be disclosed, released, or transmitted to anyone other than persons who are authorized to receive the information.
- Trustees with care or control of personal or sensitive information, electronic media, or devices, must handle and dispose of them appropriately. Trustees who are in doubt as to whether certain information is confidential must ask the Superintendent or Secretary-Treasurer, before disclosing, releasing, or transmitting it.
- The proper handling and protection of confidential information is applicable both within and outside of the District and continues to apply after the term of the Trustee ends.
- Confidential information that Trustees receive through their elected position must not be used by a Trustee for the purpose of furthering any private interest, or as a means of making personal gains.

Conflicts of Interest:

- Trustees are expected to adhere to all applicable legislation regarding conflicts of interest, including the *School Act, Part 5, Conflict of Interest*, and to avoid any actual, perceived, or potential conflicts of interest whenever possible. A conflict of interest exists when:
 - A trustee uses their position to advance the personal interests of the trustee, the trustee's family or the trustee's friends; or
 - A trustee accepts, directly or indirectly, any compensation, gratuity, gift, reward or a tangible or intangible benefit from an organization or individual that has dealings with the Board if a reasonable person would perceive this as influencing the trustee's exercise of their duties.
 - When a trustee becomes aware that they have a conflict of interest with respect to the matter coming before the Board, the trustee is expected to:
 - Disclose to the Board that they have an interest in the matter,
 - State the general nature of the trustee's interest,
 - Not take part in any discussion of the matter,
 - Abstain from voting on any question in respect of the matter,
 - Not attempt in any way to influence the voting on any question in respect of the matter before, during or after the meeting which could compromise the integrity of the School District,
 - Leave the meeting until the matter has been dealt with if the meeting is closed to the public.
- Trustees are expected to declare any conflicts of interest to the Board.
- Trustees are expected to be excused from participating in the decision-making process if they are involved in a conflict of interest situation which could compromise the integrity of the School District.

Personal Gain:

- Trustees must not use the schools, any part of the school program, or their position as a Trustee, for personal advantage or for the advantage of friends or family.
- Trustees must declare any gifts received by virtue of holding the office of Trustee of the Board of Education.

Trustee Acknowledgment

Upon being elected to a term as a Trustee for the Mission School District, at the Inaugural Board Meeting, Trustees will be asked to commit to this Code of Ethical Conduct.

Definitions

- Procedural Fairness** The process used to reach a decision must provide the person(s) affected by the decision the opportunity to review or hear the allegations and to respond to the allegations before a decision is reached.
- Natural Justice** Natural Justice requires that a person receive a fair and unbiased hearing before a decision is made that will negatively affect them. Three main requirements must be met in every case; adequate notice, fair hearing and no bias.

Procedures

1. For contraventions of the code or the policies that are seemingly minor or inadvertent due to an error in judgment made in good faith, a Trustee initiating a complaint is encouraged to seek resolution of a matter through the Informal Complaint Process, when possible. If resolution through the Informal Complaint Process is not possible, the Formal Complaint Process is to be followed.
2. Serious and/or recurring breaches by a Trustee, or complaints made by an employee or a member of the public regarding a Trustee's conduct, are to be investigated following the Formal Complaint Process.
3. Informal Complaint Process
 - a. The offended Trustee should alert the offending Trustee of the violation and the obligations required under the Code or Policies, by engaging the offending Trustee in a private conversation.
 - b. The Trustees shall seek resolution in an informal, cooperative fashion marked by mutual respect, seeking to understand, with an openness to growth and improvement.
 - c. Failing resolution through a private conversation, the parties will engage the Board Chair, Vice-Chair or a designate to gain resolution. If the concern is with the Board Chair, the concern should be raised with the Vice-Chair.
 - d. The Chair, or at the Chair's option the Chair and Vice-Chair, will attempt to resolve the matter to the satisfaction of the Trustees involved.
 - e. If the parties are unable to gain resolution through the Informal Complaint Process, the matter will be referred to the Formal Complaint Process.
4. Formal Complaint Process
 - a. The Trustee, Employee, or Member of the Public who wishes to commence an official complaint under the Code or Policies, shall file a letter of complaint with the Board Chair, or Vice-Chair if the complaint is against the Board Chair, within a reasonable period of time following the alleged event occurring or the knowledge of the alleged event. The letter of complaint must indicate the nature of the complaint and the section of the Code or Policy that is alleged to be violated by the Trustee.
 - b. The Board Chair shall convene a closed meeting of the Board as soon as is reasonable, to allow for a hearing and formal inquiry into the alleged violation of the Code or Policy.
 - c. A copy of the letter of complaint must be provided to each Trustee with the notice of the meeting, as soon as is reasonable. The letter of complaint, the filing of the complaint, the content and nature of the complaint, and the closed meeting agenda for the hearing and inquiry are to remain strictly confidential.
 - d. Trustees must make their best efforts to attend the closed meeting of the Board for the hearing and inquiry, even in circumstances where Trustees may be in a conflict of interest or may otherwise wish to abstain.
 - e. Procedural Fairness and the rules of natural justice shall govern the hearing and the formal inquiry.

- f. At the commencement of the meeting, the Chair shall indicate the nature of the business to be transacted and outline the process for the hearing and inquiry in accordance with this procedure for the hearing.
 - i. The Board shall ensure fairness in dealing with the complaint by adhering to the following procedures:
 - ii. Preliminary matters will be considered, including altering the outlined procedures as necessary before the formal hearing begins;
 - iii. Review whether one (1) or more Trustees have a conflict of interest in making a decision regarding the complaint.
 - i. A conflict of interest is as defined in the Code and as may be determined by an individual or a majority of those Trustees present at the hearing.
 - ii. A conflict of interest is ordinarily raised only in circumstances where a Trustee has a personal interest or financial interest in the outcome. It would not typically be raised in circumstances where a Trustee has been a witness to conduct that is the subject matter of a complaint since it is expected that all Trustees will conduct themselves in accordance with the Code and in the interest of the School District.
 - iii. If it is determined that a Trustee is in a conflict of interest, the Trustee shall not participate in deliberations or vote in respect of any resolution; however, the Trustee shall be present as required to maintain a quorum of the Board but shall not influence or vote on the matter.
 - iv. If any Trustees are excused from the hearing due to a conflict of interest, the remaining Trustees, if a quorum is still present, shall proceed with the hearing as the Voting Trustees;
 - iv. The complainant shall provide a presentation which may be written, oral, or both. The complainant may opt to rely on the written complaint in place of a presentation;
 - v. The respondent Trustee shall provide a presentation which may be written or oral or both;
 - vi. The complainant shall be provided with an opportunity to reply to the Trustee's presentation;
 - vii. The respondent Trustee shall be provided with a further opportunity to respond to the complainant's presentation and subsequent remarks;
 - viii. The Voting Trustees shall be given the opportunity to ask questions of both parties;
 - ix. The complainant shall be given the opportunity to make final comments;
 - x. The respondent Trustee shall be given the opportunity to make final comments.
- g. Following the presentation of the respective positions of the parties, the parties, and all persons, except the Voting Trustees who do not have a conflict of interest, shall be required to leave the room, and the remaining Trustees shall deliberate in private, without assistance from staff. The Board may, in its discretion, call upon legal advisors to assist them on points of law, or upon staff in respect of any points of information or to provide administrative direction or for assistance in the drafting of a resolution.
- h. If the Voting Trustees in deliberation require further information or clarification from the parties, the parties and staff will be invited to return to the hearing to receive the questions in the presence of both parties. If the information is not readily available, the presiding Chair may request a recess or, if necessary, an adjournment of the hearing to a later date.
- i. If the Voting Trustees taking part in the deliberations request that an external party investigate the allegations, such investigation will be conducted in accordance with the procedures of natural justice. The Board may, at its discretion, call upon legal advisors to assist them in the event an investigation is requested. A report of the investigation findings will be provided to the Board at the reconvening of the hearing. The parties will be allowed the opportunity to provide additional submissions in respect of the report.

- j. The Voting Trustees in deliberation may draft a resolution (s) indicating what action if any, may be taken regarding the complaint and any party.
 - k. The presiding Chair shall reconvene the hearing with the parties and staff returning and call for a resolution to be placed before the Board and a vote to be conducted. Only the Voting Trustees shall be able to vote on any resolution(s). If any of the Voting Trustees request that the vote occurs by secret ballot, the vote will proceed by secret ballot for all Voting Trustees. The Board may request staff to assist with a secret ballot vote. At the conclusion of the vote, the presiding Chair shall declare the closed Board meeting adjourned.
 - l. All documentation that is related to the hearing shall be returned to the Superintendent, the Secretary-Treasurer, or designate, immediately upon adjournment or conclusion of the hearing, and shall be retained in accordance with legal requirements. This includes all notes taken by Trustees other than the parties in relation to the submissions or deliberations.
5. Sanctions
- a. Sanctions for a violation of the Code or Policies should be imposed in a remedial and restorative manner.
 - b. The Sanctions should reflect the seriousness of the breach and the harm to others or to the School District.
 - c. Sanctions must be imposed by a resolution approved by the majority of the Voting Trustees.
 - d. Example sanctions include:
 - i. Having the offending Trustee write a letter of apology;
 - ii. Having the offending Trustee participate in a restorative justice process;
 - iii. Having the offending Trustee participate in specific training, coaching or counselling;
 - iv. Provide a letter of censure from the Board to the offending Trustee;
 - v. Provide another form of formal censure of the offending Trustee;
 - vi. Remove the offending Trustee from one, some, or all Committee or liaison appointments of the Board.
6. Public Disclosure
- a. Public disclosure of the complaint and any Board decision, including any sanctions imposed due to the complaint, may be disclosed by the Board Chair only at the direction of the Board following the disposition of the complaint.
7. Appeals Process
- a. Trustees who have been sanctioned or had other measures imposed upon them by the Board under this policy can appeal those decisions through the legal system, at their own expense.

Date of Original Board Approval: September 2008 (Policy #5)

Date Amended: May 23, 2017
_____, 2022

Legal Reference: School Act, Part 5, Conflicts of Interest

Cross Reference: Trustee Election Protocol Administrative Procedure (409)

Respectful Schools / Workplaces: Anti: Bullying, Harassment, Discrimination Policy (2.2)

ITEM 4.2 Action File No. 1020

TO: Board of Education
FROM: Committee of the Whole;
SUBJECT: Stó:lo History: the Story and the Culture of the people.

Recommendation

That the Stó:lo History and the Halq'eméylem Language, Story, and Culture Policy be approved in principle, circulated through the school district's public engagement website [Engage.mpsd.ca](https://engage.mpsd.ca) for public comments, and returned to the September Committee of the Whole meeting for further review and consideration of public comments.

1. Summary:

The school district initiated the development of a Halq'eméylem Language policy in the fall of 2021. The draft policy was reviewed and updated through the Siwal Siwes Indigenous Education Advisory Committee and is returned to the Committee of the Whole for consideration.

2. Background:

The review of the draft Halq'eméylem Language policy identified the need to expand the scope of the policy to include the Stó:lo History, the Story, and the Culture of the people. As such, the draft policy presented includes this broader scope.

3. Options:

1. Forward the policy for consideration as amended.
2. Refer the policy out for further consultation.
3. Keep the policy as is without the amendment.

4. Analysis and Impact:

a. Strategic Plan Alignment

The strategic plan has embedded the learnings from the Equity Scan into the document, including Honouring Culture and Territory. This policy directly supports the goals of this section of the strategic plan.

b. Q'pethet Ye Tel:exw, Gathering to Understand: A Framework for Creating a Culture of Equity

c. Funding Guidelines, Costing, & Budget Impact

d. Policy, Legislation, Regulation

By transferring the goals of the strategic plan to specific policy directives, the Board is putting the goals into actionable direction for the school district.

e. Organizational Capacity

f. Risks

- i. Organizational
- ii. Reputational
- iii. Strategic

- g. Benefits
 - i. Organizational
 - ii. Reputational
 - iii. Strategic

4. Public Participation:

5. Implementation:

6. Attachments:

- a. Draft Stó:lō History, and the Halq'eméylem language, Story, and Culture Policy

Section:	Students and Instruction	
Title:	Stó:lo History and the Halq'eméylem Language, Story, and Culture	4.4

Purpose

Mission Public Schools lies within the traditional, ancestral, unceded and shared lands of the Sq'ewlets, Leq'á:mel, Sema:th, Matheqwí and Qwó:ltl'el Nations, and operates on Stó:lō territory, of which the language is Halq'eméylem.

Halq'eméylem is the acknowledged language of this land and of Stó:lo ancestors. The place from where the Halq'eméylem (Upriver variety) language originates is Leq'á:mel. The language comes from the land, and it has been this way since time immemorial. As such, relational language ties exist between the peoples of this region.

Halkomelem includes three sister languages: Halq'eméylem (Upriver variety, as per above), Heñq'emih'em (Downriver variety) and Hul'q'umi'num' (Island variety).

The Board of Education acknowledges its responsibility to partner and support the vitality of the Stó:lo History and the Halq'eméylem language, story, and culture, and to honour traditional territories by advancing the teaching and learning of the language, story and culture.

The Board recognizes the importance of Elders as Halq'emeylem-speaking knowledge holders. The Board recognizes the interconnection between the land, the language, and Stó:lō history. Language acquisition is holistic and occurs through culture, story, frequently in land-based learning experiences and a part of everyday life experiences. As such, it is important that it be embedded in teaching and learning, made visible in the learning environment and across the curriculum.

Policy

The instruction of Stó:lō History, and the Halq'eméylem language, Story, and Culture is a foundational education component in Mission Public Schools, with instruction embedded into the curriculum from Kindergarten to Grade 12.

General Guidelines

1. The school district will:
 - 1.1. Engage with the Seabird Island First Nation Halq'eméylem-speaking language community members whenever necessary regarding further developments of the Halq'eméylem language, story, and culture curriculum in recognition that the Halq'eméylem language curriculum used by Mission Public Schools was developed and shared by Seabird Island First Nation; and
 - 1.2. Engage with local Indigenous Elders, Indigenous community members and Indigenous staff on an ongoing basis to maintain dynamic and rigorous Halq'eméylem language, story, and culture programming;

- 1.3. Encourage all Trustees, staff and students to be open to learning the Halq'eméylem language, through stories, culture, and land-based learning experiences and/or opportunities (i.e., Stó:lō Story Revitalization, Classroom Visits from Halq'eméylem Speaking Persons etc.);
- 1.4. Ensure that a variety of authentic resources, are available to teach the Halq'eméylem language, story, and culture in Mission schools;
- 1.5. Actively seek out and hire Halq'eméylem speaking persons to ensure that Halq'eméylem teaching and learning thrives in Mission schools.

Date of Original Board Approval: _____, 2022

Date Amended:

*Legal Reference: UNDRIP, Articles 8, 11, and 13
TRC, Calls to Action 13, 14, and 62*

Cross Reference: (other policies, and procedures)

a. Strategic Plan Alignment

The budget includes funding to support strategic initiatives, as identified and outlined within the supplemental information document.

b. Q'pethet Ye Tel:exw, Gathering to Understand: A Framework for Creating a Culture of Equity

c. Funding Guidelines, Costing, & Budget Impact

The School District must produce an annual budget as directed by the Ministry of Education. The budget must be balanced, in that all expenditures must be covered by revenue or transfers from reserves.

The budget includes drawing funds from surplus to balance the budget and support the strategic plan.

d. Policy, Legislation, Regulation

The provincial legislation requires the

e. Organizational Capacity

f. Risks

- i. Organizational
- ii. Reputational
- iii. Strategic

g. Benefits

- i. Organizational
- ii. Reputational
- iii. Strategic

5. Public Participation:

The committee of the whole meetings are designed to allow for public input into the budget process. The bylaw was prepared considering all direction from the Committee meetings. Engage MPSD portal shared the discussed budget information to-date with the public. The information was viewed by 18 site visitors, but 0 questions or comments have come back. So far, there are 107 individuals who have registered to follow us through the Engage MPSD portal.

6. Implementation:

7. Attachments:

1. 2022 / 2023 Annual Budget Bylaw
2. Summary Budget Comparison
3. Supplementary Information Document

Annual Budget

School District No. 75 (Mission)

June 30, 2023

School District No. 75 (Mission)

June 30, 2023

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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 2022/2023 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. The Board has complied with the provisions of the *Act*, Ministerial Orders, and Ministry of Education Policies 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 2022/2023.
3. The attached Statement 2 showing the estimated revenue and expense for the 2022/2023 fiscal year and the total budget bylaw amount of \$88,817,088 for the 2022/2023 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 2022/2023.

READ A FIRST TIME THE 21st DAY OF JUNE, 2022;

READ A SECOND TIME THE 21st DAY OF JUNE, 2022;

READ A THIRD TIME, PASSED AND ADOPTED THE 21st DAY OF JUNE, 2022;

(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 2022/2023, adopted by the Board the 21st DAY OF JUNE, 2022.

Secretary Treasurer

School District No. 75 (Mission)

Annual Budget - Revenue and Expense
Year Ended June 30, 2023

	2023 Annual Budget	2022 Amended Annual Budget
Ministry Operating Grant Funded FTE's		
School-Age	6,576,000	6,509,875
Adult	7,000	7,375
Total Ministry Operating Grant Funded FTE's	6,583,000	6,517,250
Revenues	\$	\$
Provincial Grants		
Ministry of Education	77,701,224	77,680,286
Other	490,869	475,408
Tuition	2,538,000	2,175,000
Other Revenue	1,995,090	1,973,957
Rentals and Leases	213,590	209,610
Investment Income	100,000	80,000
Amortization of Deferred Capital Revenue	3,042,025	3,042,025
Total Revenue	86,080,798	85,636,286
Expenses		
Instruction	70,120,878	69,313,132
District Administration	3,540,556	3,350,326
Operations and Maintenance	13,235,709	13,286,422
Transportation and Housing	1,231,226	1,169,713
Debt Services	13,719	1,572
Total Expense	88,142,088	87,121,165
Net Revenue (Expense)	(2,061,290)	(1,484,879)
Budgeted Allocation (Retirement) of Surplus (Deficit)	1,606,467	1,459,345
Budgeted Surplus (Deficit), for the year	(454,823)	(25,534)
Budgeted Surplus (Deficit), for the year comprised of:		
Operating Fund Surplus (Deficit)		
Special Purpose Fund Surplus (Deficit)		
Capital Fund Surplus (Deficit)	(454,823)	(25,534)
Budgeted Surplus (Deficit), for the year	(454,823)	(25,534)

School District No. 75 (Mission)

Annual Budget - Revenue and Expense
Year Ended June 30, 2023

	2023 Annual Budget	2022 Amended Annual Budget
Budget Bylaw Amount		
Operating - Total Expense	74,369,079	72,225,365
Special Purpose Funds - Total Expense	9,663,331	10,802,569
Capital Fund - Total Expense	4,109,678	4,093,231
Capital Fund - Tangible Capital Assets Purchased from Local Capital	675,000	170,000
Total Budget Bylaw Amount	88,817,088	87,291,165

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)

Annual Budget - Changes in Net Financial Assets (Debt)
Year Ended June 30, 2023

	2023 Annual Budget	2022 Amended Annual Budget
	\$	\$
Surplus (Deficit) for the year	(2,061,290)	(1,484,879)
Effect of change in Tangible Capital Assets		
Acquisition of Tangible Capital Assets		
From Local Capital	(675,000)	(170,000)
From Deferred Capital Revenue	(2,435,000)	(2,435,000)
Total Acquisition of Tangible Capital Assets	(3,110,000)	(2,605,000)
Amortization of Tangible Capital Assets	4,095,959	4,091,659
Total Effect of change in Tangible Capital Assets	985,959	1,486,659
Acquisitions of Prepaid Expenses	(200,000)	(200,000)
Use of Prepaid Expenses	200,000	229,116
	-	29,116
(Increase) Decrease in Net Financial Assets (Debt)	(1,075,331)	30,896

School District No. 75 (Mission)

Annual Budget - Operating Revenue and Expense
Year Ended June 30, 2023

	2023 Annual Budget	2022 Amended Annual Budget
	\$	\$
Revenues		
Provincial Grants		
Ministry of Education	70,012,497	68,802,843
Other	306,065	320,282
Tuition	2,538,000	2,175,000
Other Revenue	205,290	203,957
Rentals and Leases	213,590	209,610
Investment Income	100,000	80,000
Total Revenue	73,375,442	71,791,692
Expenses		
Instruction	60,887,373	59,323,582
District Administration	3,478,238	3,238,816
Operations and Maintenance	8,785,791	8,526,307
Transportation and Housing	1,217,677	1,136,660
Total Expense	74,369,079	72,225,365
Net Revenue (Expense)	(993,637)	(433,673)
Budgeted Prior Year Surplus Appropriation	1,606,467	1,459,345
Net Transfers (to) from other funds		
Local Capital	(445,000)	(990,000)
Other	(167,830)	(35,672)
Total Net Transfers	(612,830)	(1,025,672)
Budgeted Surplus (Deficit), for the year	-	-

School District No. 75 (Mission)

Annual Budget - Schedule of Operating Revenue by Source
Year Ended June 30, 2023

	2023 Annual Budget	2022 Amended Annual Budget
	\$	\$
Provincial Grants - Ministry of Education		
Operating Grant, Ministry of Education	69,202,320	67,991,333
ISC/LEA Recovery	(175,290)	(173,957)
Other Ministry of Education Grants		
Pay Equity	725,901	725,901
Student Transportation Fund	188,900	188,900
Support Staff Benefits Grant	55,180	55,180
FSA Scorer Grant	13,000	13,000
Early Learning Framework	2,486	2,486
Total Provincial Grants - Ministry of Education	70,012,497	68,802,843
Provincial Grants - Other	306,065	320,282
Tuition		
Continuing Education	330,000	320,000
International and Out of Province Students	2,208,000	1,855,000
Total Tuition	2,538,000	2,175,000
Other Revenues		
Funding from First Nations	175,290	173,957
Miscellaneous		
Pay for Service - Riverside	5,000	5,000
Other Revenues	25,000	25,000
Total Other Revenue	205,290	203,957
Rentals and Leases	213,590	209,610
Investment Income	100,000	80,000
Total Operating Revenue	73,375,442	71,791,692

School District No. 75 (Mission)

Annual Budget - Schedule of Operating Expense by Object
Year Ended June 30, 2023

	2023 Annual Budget	2022 Amended Annual Budget
	\$	\$
Salaries		
Teachers	29,192,624	28,349,424
Principals and Vice Principals	4,770,188	4,568,988
Educational Assistants	6,965,500	6,789,700
Support Staff	8,113,440	7,894,340
Other Professionals	2,319,081	2,068,838
Substitutes	3,225,000	2,800,000
Total Salaries	54,585,833	52,471,290
Employee Benefits	12,839,940	12,238,731
Total Salaries and Benefits	67,425,773	64,710,021
Services and Supplies		
Services	2,294,560	2,202,661
Student Transportation	19,000	19,000
Professional Development and Travel	633,398	740,198
Rentals and Leases	11,500	158,449
Dues and Fees	89,100	89,100
Insurance	165,000	160,000
Supplies	2,333,747	2,819,936
Utilities	1,397,001	1,326,000
Total Services and Supplies	6,943,306	7,515,344
Total Operating Expense	74,369,079	72,225,365

School District No. 75 (Mission)

Annual Budget - Operating Expense by Function, Program and Object

Year Ended June 30, 2023

	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	23,727,224	589,887	52,200	363,000		2,269,461	27,001,772
1.03 Career Programs	591,100	137,453	34,100	362,100			1,124,753
1.07 Library Services	1,122,300						1,122,300
1.08 Counselling	1,168,600						1,168,600
1.10 Special Education	1,958,100	141,245	5,753,300	823,340		542,442	9,218,427
1.30 English Language Learning	144,500	14,453	136,500				295,453
1.31 Indigenous Education	455,500	141,245	955,300	35,900			1,587,945
1.41 School Administration		3,615,422		1,253,000	78,310	88,407	5,035,139
1.60 Summer School	25,300						25,300
1.62 International and Out of Province Students		130,483	34,100	99,800	68,470		332,853
1.64 Other				100,000			100,000
Total Function 1	29,192,624	4,770,188	6,965,500	3,037,140	146,780	2,900,310	47,012,542
4 District Administration							
4.11 Educational Administration				138,700	649,267		787,967
4.40 School District Governance					92,214		92,214
4.41 Business Administration				442,500	986,540	5,000	1,434,040
Total Function 4	-	-	-	581,200	1,728,021	5,000	2,314,221
5 Operations and Maintenance							
5.41 Operations and Maintenance Administration				156,700	355,413	25,000	537,113
5.50 Maintenance Operations				3,406,350		294,690	3,701,040
5.52 Maintenance of Grounds				284,800			284,800
5.56 Utilities							-
Total Function 5	-	-	-	3,847,850	355,413	319,690	4,522,953
7 Transportation and Housing							
7.41 Transportation and Housing Administration				43,800	88,867		132,667
7.70 Student Transportation				603,450			603,450
Total Function 7	-	-	-	647,250	88,867	-	736,117
9 Debt Services							
Total Function 9	-	-	-	-	-	-	-
Total Functions 1 - 9	29,192,624	4,770,188	6,965,500	8,113,440	2,319,081	3,225,000	54,585,833

School District No. 75 (Mission)

Annual Budget - Operating Expense by Function, Program and Object

Year Ended June 30, 2023

	Total Salaries	Employee Benefits	Total Salaries and Benefits	Services and Supplies	2023 Annual Budget	2022 Amended Annual Budget
	\$	\$	\$	\$	\$	\$
1 Instruction						
1.02 Regular Instruction	27,001,772	6,178,371	33,180,143	1,226,805	34,406,948	34,105,763
1.03 Career Programs	1,124,753	277,480	1,402,233	255,070	1,657,303	1,568,410
1.07 Library Services	1,122,300	264,900	1,387,200	42,000	1,429,200	1,444,020
1.08 Counselling	1,168,600	275,790	1,444,390	5,500	1,449,890	1,378,320
1.10 Special Education	9,218,427	2,293,410	11,511,837	183,500	11,695,337	11,079,478
1.30 English Language Learning	295,453	73,340	368,793	5,000	373,793	383,110
1.31 Indigenous Education	1,587,945	399,860	1,987,805	290,220	2,278,025	2,345,290
1.41 School Administration	5,035,139	1,126,335	6,161,474	206,200	6,367,674	5,963,061
1.60 Summer School	25,300	5,970	31,270		31,270	31,270
1.62 International and Out of Province Students	332,853	77,180	410,033	661,400	1,071,433	987,260
1.64 Other	100,000	26,500	126,500		126,500	37,600
Total Function 1	47,012,542	10,999,136	58,011,678	2,875,695	60,887,373	59,323,582
4 District Administration						
4.11 Educational Administration	787,967	169,020	956,987	175,000	1,131,987	1,016,120
4.40 School District Governance	92,214	23,054	115,268	66,500	181,768	177,423
4.41 Business Administration	1,434,040	321,700	1,755,740	408,743	2,164,483	2,045,273
Total Function 4	2,314,221	513,774	2,827,995	650,243	3,478,238	3,238,816
5 Operations and Maintenance						
5.41 Operations and Maintenance Administration	537,113	113,420	650,533	264,350	914,883	774,530
5.50 Maintenance Operations	3,701,040	937,950	4,638,990	1,279,618	5,918,608	5,894,377
5.52 Maintenance of Grounds	284,800	78,500	363,300	192,000	555,300	531,400
5.56 Utilities	-	-	-	1,397,000	1,397,000	1,326,000
Total Function 5	4,522,953	1,129,870	5,652,823	3,132,968	8,785,791	8,526,307
7 Transportation and Housing						
7.41 Transportation and Housing Administration	132,667	30,260	162,927	6,400	169,327	147,310
7.70 Student Transportation	603,450	166,900	770,350	278,000	1,048,350	989,350
Total Function 7	736,117	197,160	933,277	284,400	1,217,677	1,136,660
9 Debt Services						
Total Function 9	-	-	-	-	-	-
Total Functions 1 - 9	54,585,833	12,839,940	67,425,773	6,943,306	74,369,079	72,225,365

School District No. 75 (Mission)

Annual Budget - Special Purpose Revenue and Expense
Year Ended June 30, 2023

	<u>2023</u>	<u>2022 Amended</u>
	<u>Annual Budget</u>	<u>Annual Budget</u>
	\$	\$
Revenues		
Provincial Grants		
Ministry of Education	7,688,727	8,877,443
Other	184,804	155,126
Other Revenue	1,789,800	1,770,000
Total Revenue	<u>9,663,331</u>	<u>10,802,569</u>
Expenses		
Instruction	9,233,505	9,989,550
District Administration	62,318	111,510
Operations and Maintenance	353,959	668,456
Transportation and Housing	13,549	33,053
Total Expense	<u>9,663,331</u>	<u>10,802,569</u>
Budgeted Surplus (Deficit), for the year	<u>-</u>	<u>-</u>

School District No. 75 (Mission)

Annual Budget - Changes in Special Purpose Funds
Year Ended June 30, 2023

	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			80,000	1,019,375					
Add: Restricted Grants									
Provincial Grants - Ministry of Education	249,559	235,547			160,000	31,850	96,219	412,254	259,203
Provincial Grants - Other			70,000	1,700,000					
Other									
	249,559	235,547	70,000	1,700,000	160,000	31,850	96,219	412,254	259,203
Less: Allocated to Revenue	249,559	235,547	70,000	1,700,000	160,000	31,850	96,219	412,254	259,203
Deferred Revenue, end of year	-	-	80,000	1,019,375	-	-	-	-	-
Revenues									
Provincial Grants - Ministry of Education	249,559	235,547			160,000	31,850	96,219	412,254	259,203
Provincial Grants - Other			70,000	1,700,000					
Other Revenue									
	249,559	235,547	70,000	1,700,000	160,000	31,850	96,219	412,254	259,203
Expenses									
Salaries									
Teachers						16,800	17,213	16,800	
Principals and Vice Principals							22,858		
Educational Assistants		197,900						299,900	
Support Staff	56,151				125,000				92,160
Substitutes							8,000		117,942
	56,151	197,900	-	-	125,000	16,800	48,071	316,700	210,102
Employee Benefits	18,717	37,647			33,000	3,960	8,860	83,460	40,731
Services and Supplies	174,691		70,000	1,700,000	2,000	11,090	39,288	12,094	8,370
	249,559	235,547	70,000	1,700,000	160,000	31,850	96,219	412,254	259,203
Net Revenue (Expense)	-	-	-	-	-	-	-	-	-

School District No. 75 (Mission)

Annual Budget - Changes in Special Purpose Funds
Year Ended June 30, 2023

	Classroom Enhancement Fund - Staffing	First Nation Student Transportation	Changing Results for Young Children	MCFD Early Years	MCFD Middle Years	BEST	HP Childcare Centre	TOTAL
	\$	\$	\$	\$	\$	\$	\$	\$
Deferred Revenue, beginning of year			10,000	60,000	25,000	20,000		1,214,375
Add: Restricted Grants								
Provincial Grants - Ministry of Education	6,209,296	13,549	11,250					7,678,727
Provincial Grants - Other				85,832	13,972			99,804
Other							19,800	1,789,800
	6,209,296	13,549	11,250	85,832	13,972	-	19,800	9,568,331
Less: Allocated to Revenue	6,209,296	13,549	21,250	145,832	38,972	-	19,800	9,663,331
Deferred Revenue, end of year	-	-	-	-	-	20,000	-	1,119,375
Revenues								
Provincial Grants - Ministry of Education	6,209,296	13,549	21,250					7,688,727
Provincial Grants - Other				145,832	38,972			184,804
Other Revenue							19,800	1,789,800
	6,209,296	13,549	21,250	145,832	38,972	-	19,800	9,663,331
Expenses								
Salaries								
Teachers	5,027,419							5,078,232
Principals and Vice Principals								22,858
Educational Assistants					21,400			519,200
Support Staff				57,400				330,711
Substitutes								125,942
	5,027,419	-	-	57,400	21,400	-	-	6,076,943
Employee Benefits	1,181,877			15,200	5,700			1,429,152
Services and Supplies		13,549	21,250	73,232	11,872		19,800	2,157,236
	6,209,296	13,549	21,250	145,832	38,972	-	19,800	9,663,331
Net Revenue (Expense)	-	-	-	-	-	-	-	-

School District No. 75 (Mission)

Annual Budget - Capital Revenue and Expense
Year Ended June 30, 2023

	2023 Annual Budget			2022 Amended Annual Budget
	Invested in Tangible Capital Assets	Local Capital	Fund Balance	
	\$	\$	\$	\$
Revenues				
Amortization of Deferred Capital Revenue	3,042,025		3,042,025	3,042,025
Total Revenue	3,042,025	-	3,042,025	3,042,025
Expenses				
Amortization of Tangible Capital Assets				
Operations and Maintenance	4,095,959		4,095,959	4,091,659
Debt Services				
Capital Loan Interest		13,719	13,719	1,572
Total Expense	4,095,959	13,719	4,109,678	4,093,231
Net Revenue (Expense)	(1,053,934)	(13,719)	(1,067,653)	(1,051,206)
Net Transfers (to) from other funds				
Local Capital		445,000	445,000	990,000
Capital Loan Payment		167,830	167,830	35,672
Total Net Transfers	-	612,830	612,830	1,025,672
Other Adjustments to Fund Balances				
Tangible Capital Assets Purchased from Local Capital	675,000	(675,000)	-	
Principal Payment				
Capital Loan	154,111	(154,111)	-	
Total Other Adjustments to Fund Balances	829,111	(829,111)	-	
Budgeted Surplus (Deficit), for the year	(224,823)	(230,000)	(454,823)	(25,534)

22/23 Preliminary Budget

June 30, 2023

	2022 / 2023 Preliminary					2021 / 2022 Amended					Change	
	Operating	Special	Operating / Special	Capital	Total	Operating	Special	Operating / Special	Capital	Total	\$	%
OPERATING REVENUE												
Grants												
Ministry of Education - Operating	69,202,320	7,688,727	76,891,047		76,891,047	67,991,333	8,877,443	76,868,776		76,868,776	22,271	0.03%
Other Ministry of Education	810,177		810,177		810,177	811,510		811,510		811,510	(1,333)	-0.16%
Provincial - Other	306,065	184,804	490,869		490,869	320,282	155,126	475,408		475,408	15,461	3.25%
Total Grants	70,318,562	7,873,531	78,192,093		78,192,093	69,123,125	9,032,569	78,155,694		78,155,694	36,399	0.05%
Tuition	2,538,000		2,538,000		2,538,000	2,175,000		2,175,000		2,175,000	363,000	16.69%
Other Revenue	205,290	1,789,800	1,995,090		1,995,090	203,957	1,770,000	1,973,957		1,973,957	21,133	1.07%
Rental Revenue	213,590		213,590		213,590	209,610		209,610		209,610	3,980	1.90%
Investment Income	100,000		100,000		100,000	80,000		80,000		80,000	20,000	25.00%
TOTAL OPERATING REVENUE	73,375,442	9,663,331	83,038,773		83,038,773	71,791,692	10,802,569	82,594,261		82,594,261	444,512	0.54%
Amortization of Deferred Capital				3,042,025	3,042,025				3,042,025	3,042,025	-	0.00%
STATEMENT 2 REVENUE	73,375,442	9,663,331	83,038,773	3,042,025	86,080,798	71,791,692	10,802,569	82,594,261	3,042,025	85,636,286	444,512	0.54%
OPERATING EXPENSE												
Salaries												
Teachers	29,192,624	5,078,232	34,270,856		34,270,856	28,349,424	5,077,819	33,427,243		33,427,243	843,613	2.52%
Principals and Vice-Principals	4,770,188	22,858	4,793,045		4,793,045	4,568,988	63,600	4,632,588		4,632,588	160,458	3.46%
Education Assistants	6,965,500	519,200	7,484,700		7,484,700	6,789,700	516,000	7,305,700		7,305,700	179,000	2.45%
Support Staff	8,113,440	330,711	8,444,151		8,444,151	7,894,340	458,816	8,353,156		8,353,156	90,995	1.09%
Other Professionals	2,319,082		2,319,082		2,319,082	2,068,838		2,068,838		2,068,838	250,244	12.10%
Substitutes	3,225,000	125,942	3,350,942		3,350,942	2,800,000	125,942	2,925,942		2,925,942	425,000	14.53%
Total Salaries	54,585,833	6,076,942	60,662,775		60,662,775	52,471,290	6,242,177	58,713,467		58,713,467	1,949,308	3.32%
Employee Benefits	12,839,940	1,429,152	14,269,092		14,269,092	12,238,731	1,461,158	13,699,889		13,699,889	569,203	4.15%
Total Salaries and Benefits	67,425,773	7,506,094	74,931,867		74,931,867	64,710,021	7,703,335	72,413,356		72,413,356	2,518,511	3.48%
Services and Supplies												
Services	2,294,561		2,294,561		2,294,561	2,202,661		2,202,661		2,202,661	91,900	4.17%
Student Transportation	19,000		19,000		19,000	19,000		19,000		19,000	-	0.00%
Professional Development and Travel	633,398		633,398		633,398	740,198		740,198		740,198	(106,800)	-14.43%
Rentals & Leases	11,500		11,500		11,500	158,449		158,449		158,449	(146,949)	-92.74%
Dues & Fees	89,100		89,100		89,100	89,100		89,100		89,100	-	0.00%
Insurance	165,000		165,000		165,000	160,000		160,000		160,000	5,000	3.13%
Supplies	2,333,747	2,157,237	4,490,984		4,490,984	2,819,936	3,099,234	5,919,170		5,919,170	(1,428,186)	-24.13%
Utilities	1,397,001		1,397,001		1,397,001	1,326,001		1,326,001		1,326,001	71,000	5.35%
Interest				13,719	13,719				1,572	1,572	-	
Amortization				4,095,959	4,095,959				4,091,659	4,091,659	4,300	0.11%
Total Services and Supplies	6,943,306	2,157,237	9,100,544	4,109,678	13,210,222	7,515,344	3,099,234	10,614,578	4,093,231	14,707,809	(1,509,735)	-14.26%
TOTAL OPERATING EXPENSE	74,369,079	9,663,331	84,032,410	4,109,678	88,142,088	72,225,365	10,802,569	83,027,934	4,093,231	87,121,165	1,008,776	1.21%
Net Operating Surplus (Deficit)	(993,637)	-	(993,637)	(1,067,653)	(2,061,290)	(433,673)	-	(433,673)	(1,051,206)	(1,484,879)	(564,264)	
Allocation of Surplus	1,606,467		1,606,467		1,606,467	1,459,345		1,459,345		1,459,345	147,122	
Allocation (to) from Local Capital	(612,830)		(612,830)	612,830	-	(1,025,672)		(1,025,672)	1,025,672	-	412,842	
Projected Operating Surplus/(Deficit)	(0)	-	(0)	(454,823)	(454,823)	(0)	-	(0)	(25,534)	(25,534)	(4,300)	



2022 / 2023

Annual Budget

Supplemental Information

(preliminary budget)



School District No. 75 (Mission)

June 2022

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Overview

The budget process for the 2022 / 2023 has included a careful review of all revenues and expenses, the Strategic Plan, the Framework for Enhancing Student Learning Report, and the return to regular budgeting and operating practices as the pandemic wanes.

As presented, the budget is balanced. This was accomplished by maintaining controls on staffing across the organization, recognizing revenue for increased student enrolment that is expected for September, and by drawing funds from surplus. However, there are a few challenges with the budget, in that student enrolment as of May 31st is less than forecast in February, and the per student grant rates from the Ministry did not increase over the previous year. Although staffing costs have not been forecast to increase, other costs are expected to rise. As such, there is a funding gap between anticipated revenue and regular expenses compared to prior years.

Strategic Plan Alignment – Enhancing Student Learning

The school district has been slowly moving towards the process of aligning the budget and annual reporting processes, considering the Strategic Plan and in 2021, the Framework for Enhancing Student learning. The school district's goal is to have a continuous process that connects the goals, plans, and strategic actions with the annual financial and work plans of the school district, and then at the end of the year, the school district can report on our progress in meeting those plans and objectives.



Participation in 'Option 2' of our Enhancing Student Learning Report, which combines both Self-Assessment by the District and a Peer Review by the Ministry and provincial colleagues, re-affirmed our approach to resource allocation being connected to our Strategic Plan and ESLR. As noted, further work will be done to align further, and ensure a clear data and resource allocation feedback structure.

Added to this supplemental information report this year, is information on some of the strategic goals, strategies, and plans for the year. This section reports on the projects and initiatives the school district is planning that align with the goals of the strategic plan, and the needs identified with the report on enhancing student learning.

Honouring Culture and Territory

The school district's Indigenous Education Department Siwal Si'wes leads the organization in providing service to Indigenous students. Highlights of the work planned for the 2022 / 2023 school year include:

- Equity Scan work – Engagement with Indigenous rightsholders and SD75 Staff through the PATH process to create a visual representation of SD75's Equity Scan for Indigenous Learners
- Engage with Rightsholders:
 - *Siwal Si'wes Indigenous Education Advisory Council* -
The *Mission* is to Work as a community, to enhance student empowerment by developing the skills, wellness, confidence, and self-reliance necessary for Indigenous children and youth to flourish and prosper throughout their life journey, and the *Vision* is to recognize and nurturing strengths, where students will thrive as individuals, thus contributing to the well-being of their families and communities while preserving tradition.
 - Siwal Si'wes Indigenous Education Advisory Policy Working Group – The work is to advise on school district policies.
- Implement *Stó:lō History and the Halq'eméylem Language, Story, and Culture Policy*
- Update Siwal Si'wes Library ensuring authenticity of resources

Future Orientation

Focusing on the future is a responsibility shared across the organization and is based on the organizational value of *Thinking Beyond Today*. Highlights of work planned for the year include:

- Continuous improvement of technology, developing skills for the future – students and employees
- Incorporate contemporary teaching practices through mentor teachers
- Indigenous world views
- Review and test innovative technology for classrooms - Smart Board projection system
- Continue streamlining technology to improve workflows
- Incorporating energy efficient systems in operations – lighting, heating
- Expanding the budget report to include three-year financial plans – thinking beyond today

Student Centered Learning

In the school district, programming and implementation are based on placing the student at the center of their own learning and helping them reach their personal goals.

- Additional education assistants, youth care workers, and two youth liaison positions: direct support for students
- Additional instructional blocks at HPMS for student Leadership program
- Funding for summer student learning needs assessments: Goal to help eliminate the back log of assessments that identify the learning needs of students, to support the development of personalized learning plans for students with additional needs
- Expand assessment pilot for elementary and middle schools and prepare for and support implementation of the Ministry's reporting policy for September 2023.
- Infusion of mental health awareness and resources available
- Incorporating social emotional learning practices throughout the district

Effective Learning Environments

The school district is dedicated to creating a safe, inclusive, caring, and equitable environment for all students and staff.

- Support for student mental health and wellbeing through education and understanding
- Creation of trauma informed classrooms using a complex care and intervention (CCI) lens throughout the district
- Infusion of social emotional learning practices that promote self-awareness, empathy, academic success, builds relationship skills and resilience
- Focus on staff wellness and self-compassion
- Teaching and using emotional focused language within classrooms and home environments
- Implementation of compassionate systems leadership practices within our schools
- Additional Speech / Language support
- Additional equipment to support the trades programs at Riverside
- Review and test innovative technology Smart Board projection systems
- Create updated Technology plan
- Complete physical accessibility / inclusivity assessment
- Complete Long Range Facility Plan

Quality Teaching and Leadership

The school district is committed to ensuring teachers and support staff can provide a high-quality education service and support for students.

- Teacher Mentors: supporting literacy, mathematics, technology, and education assistants
- Funding to mentor new teachers is available: a program to support mentoring to be developed in consultation with the Mission Teacher's Union
- Increased administrative time for Principals / Vice-principals to provide more support to students and mentor employees.

Student Engagement

This year students from Heritage Park Middle School discussed their budget priorities with Superintendent Wilson. A primary concern expressed was around the safety of student washrooms. Senior staff will be reviewing specific concerns with Principals so all students feel safe using school washrooms. The following summarizes the themes and ideas the students presented, sorted into four functional areas: Education, Sport/Play, Operations, Other:

Education: more field trips, advanced math and science courses, more teachers, better science equipment, more variety with educational courses including indigenous culture, more art supplies, better sharpeners, more French library books, Manga books, digital textbooks (licenses), presentations to schools.

Sport/Play paint / fix outdoor courts (basketball, pickleball, volleyball), equipment for lunch time use (i.e. badminton racquets), swing sets, playground equipment, climbing wall, knuckleball / gaga ball court, clubs such as badminton or female football,

Operations more cameras, comfier classroom chairs, outdoor classroom, more places for students to sit / hang out, vape detectors, toilet stall covers, better toilet paper.

Other Breakfast program

This information from students will be shared with all school sites, and operations, for consideration during the year.

Statement of Operations

The following table provides an overview of the School District’s entire operations, with comparisons to the prior year. This is the statement of operations as presented in Statement 2 of the budget and financial statements, with comparisons to prior years. The budget draws funds from surplus and reserve funds to balance the operating portion of the budget. In addition, funds are transferred to the local capital reserve for computer loan payments and interest. This statement includes the operating fund, the special purpose fund, and the capital fund.

Statement of Operations	Actuals			Amended Budget	Preliminary Budget	Change from prior year amended budget	
	2018/2019	2019/2020	2020/2021	2021/2022	2022/2023	\$	%
Revenue							
Provincial Grants	\$67,587,383	\$71,605,994	\$76,890,751	\$ 78,155,694	\$78,192,093	36,399	0.05%
Other Revenue	5,221,631	4,502,350	2,935,476	4,438,567	4,846,680	408,113	9.19%
Amortization Deferred Capital Revenue <i>(schedule 4)</i>	2,867,953	2,912,410	2,973,354	3,042,025	3,042,025	-	0.00%
	<u>75,676,967</u>	<u>79,020,754</u>	<u>82,799,581</u>	<u>85,636,286</u>	<u>86,080,798</u>	<u>444,512</u>	<u>0.52%</u>
Expenses							
Instruction	61,385,979	62,643,480	63,711,015	69,313,132	70,120,878	807,746	1.17%
District Administration	3,004,309	2,893,598	3,088,751	3,350,326	3,540,556	190,230	5.68%
Operations and Maintenance	8,314,716	8,364,924	9,332,246	9,194,763	9,139,749	(55,014)	-0.60%
Transportation	1,094,121	1,114,185	1,139,096	1,169,713	1,231,227	61,514	5.26%
Amortization (sch 4)	3,926,463	3,960,685	3,985,358	4,091,659	4,095,959	4,300	0.11%
Debt Services	-	-	-	1,572	13,719	12,147	772.71%
	<u>77,725,588</u>	<u>78,976,872</u>	<u>81,256,466</u>	<u>87,121,165</u>	<u>88,142,088</u>	<u>1,020,923</u>	<u>1.17%</u>
Surplus (Deficit)	\$ (2,048,621)	\$ 43,882	\$ 1,543,115	\$ (1,484,879)	\$ (2,061,290)	(576,411)	38.82%
Operating Surplus (Deficit)	(1,006,715)	1,070,443	2,451,582	(433,673)	(993,637)		
Special Purpose Surplus (Deficit)	16,604	21,714	103,537	-	-		
Capital Surplus (Deficit)	(1,058,510)	(1,048,275)	(1,012,004)	(1,051,206)	(1,067,653)		
	<u>\$ (2,048,621)</u>	<u>\$ 43,882</u>	<u>\$ 1,543,115</u>	<u>\$ (1,484,879)</u>	<u>\$ (2,061,290)</u>	<u>(576,411)</u>	<u>38.82%</u>

Even without an increase to the grant rates or wage rate adjustments for collective agreements that are still under negotiation, the revenue is increasing by .52%, and expenses by 1.17%. Details on the changes are reviewed in the following sections.



The Operating surplus (deficit) is reconciled by transferring funds from reserves and surplus accounts. Additional information on the transfers is included in the next section.

Statement of Operations	Actuals			Amended Budget	Preliminary Budget
	2018/2019	2019/2020	2020/2021	2021/2022	2022/2023
Operating Surplus (Deficit) Reconciliation					
Annual Operating Surplus (Deficit)	\$ (1,006,715)	\$ 1,070,443	\$ 2,451,582	\$ (433,673)	\$ (993,637)
Transfer (to) / from Restricted Reserves	166,906	(188,283)	(1,113,535)	1,459,345	250,000
Transfer (to) / from Unrestricted Surplus	241,309	(821,160)	(790,796)	-	1,356,467
Transfer (to) / from Capital	(1,500)		(7,751)	-	-
Transfer (to) / from Local Capital	600,000	(61,000)	(539,500)	(1,025,672)	(612,830)
Net Operating Surplus (Deficit)	\$ -	\$ -	\$ -	\$ -	\$ -

Additional statements summarizing the operating, special purpose, and capital funds are presented in the appendix.

Reserves and Surplus Accounts

As a surplus is expected with the 2021/2022 financial yearend of approximately \$1 million, this budget was able to consider drawing funds from the current surplus accounts to support projects and initiatives. This will need to be reviewed and monitored with future budgets to ensure operating funding will be able to support these initiatives in the future.

\$1,459,345 is being transferred from the surplus / reserve accounts to support additional needs identified. The table of these additional needs funded from reserves is summarized on page 21.

The reported balances in the reserves and surplus accounts are preliminary estimates that *include* the projected 2021/2022 surplus. These reserve accounts will be updated and analyzed with the amended budget.

Reserves and Surplus Balances	Actuals			Amended Budget	Preliminary Budget	Change from prior year amended budget	
	2018/2019	2019/2020	2020/2021	2021/2022	2022/2023	\$	%
Reserves and Surplus Balances after Transfers							
Restricted Reserves	\$ 236,653	\$ 424,936	\$ 1,538,471	\$ 79,126	\$ 475,000		
Unrestricted Surplus	269,503	1,090,663	1,881,459	1,881,459	1,687,336		
Total Operating Surplus / Reserves	\$ 506,156	\$ 1,515,599	\$ 3,419,930	\$ 1,960,585	\$ 2,162,336	201,751	10.29%
Local Capital Account							
Fund Balance at Start of the Year	\$ 1,949,317	\$ 728,389	\$ 677,607	\$ 666,871	\$ 1,400,000	733,129	109.94%
Transfer to / from the Fund	(600,000)	61,000	539,500	1,025,672	612,830		
Expenditures from the Fund	(620,928)	(111,782)	(550,236)	(205,672)	(842,830)		
Balance at the end of the Year	\$ 728,389	\$ 677,607	\$ 666,871	\$ 1,486,871	\$ 1,170,000	(316,871)	-21.31%

Student Enrolment

Determining student enrolment is the first step in preparing the annual budget, as most revenue streams are tied to student enrolment. The preliminary budget includes the projected enrolment for September based on the preliminary estimates submitted to the Ministry in February, an update to the enrolment projections for international students, and any necessary adjustments to reflect a change in expected enrolment from what was forecast in February.

2022 / 2023 Preliminary Budget



Enrolment	Actuals				Amended Budget	Preliminary Budget	Change from Amended
	2017/2018	2018/2019	2019/2020	2020/2021	2021/2022	2022/2023	
Regular Ministry Funded	5,866	5,890	5,936	5,668	6,200	6,350	150
Other Ministry Funded	342	331	347	700	317	233	(84)
International	163	154	138	69	105	130	25
Riverside Adults *	-	-	-	-	-	-	
Total Enrolment	6,371	6,375	6,421	6,438	6,622	6,713	91
# Change	164	4	46	17	185	91	
% Change	2.64%	0.06%	0.73%	0.26%	2.87%	1.37%	1.35%

* information to be gathered

The current enrolment for September includes the amount projected with the February estimate, however, the number of students registered at the time of preparing this budget is less than the February estimate. Placeholders have been included in the budget to offset some of the potential loss of this revenue. This will be reviewed and reconciled with the amended budget. The primary difference for the preliminary budget planning is a reduction in the number of kindergarten students registered for September. As such, enrolment is being closely monitored.

Regular Enrolment

The following table summarizes the regular enrolment projection in February compared to the prior year amended budget enrolment. Actual enrolment on May 31st indicates that the enrolment for elementary is below the projections, while Middle and Secondary schools are on target. As of May 31, 2022, there are 3500 elementary, 1435 middle, and 1281 secondary regular ministry funded students enrolled (6216), 134 students fewer than planned. As such, the budget includes some contingency, should additional students fail to materialize.

Ministry Funded Regular Enrolment	Actuals			Amended Budget	Preliminary Budget	Change	Projections	
	2018/2019	2019/2020	2020/2021	2021/2022	2022/2023		2023/2024	2024/2025
Ministry Funded - Regular Enrolment								
Kindergarten	466	472	490	504	533	29	503	519
Grades 1 - 6	2889	2909	2720	3066	3105	39	2940	2941
Total Elementary	3355	3381	3210	3570	3638	68	3443	3460
Middle	1340	1316	1272	1377	1459	82	1337	1350
Secondary	1195	1239	1186	1253	1253	0	1260	1270
Total	5890	5936	5668	6200	6350	150	6040	6080
# change from prior year	24	46	-268	532	150			
% change from prior year	0.41%	0.78%	-4.51%	9.39%	2.53%			

Other Enrolment

Other enrolments show the breakdown in the shift from regular programs to distance learning for 2020/2021, the shift back to regular schools for 2021/2022, and a further planned reduction for 2022/2023. The Budget records the shift from other enrolments to regular enrolment. As the DL program for K – 9 will be continuing for the 2022/2023 school year, the other enrolment is expected to be higher than budgeted. Staff are unable to confirm this assumption until September.

The budget also includes an estimate of 130 international students.

Other Enrolment	Actuals				Amended Budget	Preliminary Budget	Changes
	2017/2018	2018/2019	2019/2020	2020/2021	2021/2022	2022/2023	
Ministry Funded							
Children							
Continuing Ed	95	88	90	98	86	50	(36)
Alternate	87	89	89	95	91	91	-
Distributed Learning	149	144	158	499	132	85	(47)
subtotal	330	321	337	692	310	226	(84)
Adults							
Continuing Ed	7	4	5	4	3	3	-
Distributed Learning	4	5	6	4	4	4	(0)
subtotal	11	10	10	8	7	7	(0)
Total Ministry Funded	342	331	347	700	317	233	(84)
Other							
International	163	154	138	69	105	130	25
Riverside *	-	-	-	-	-	-	-
	163	154	138	69	105	130	25
Total Other Enrolment	505	485	485	769	422	363	(59)
# change from prior year	11	(20)	0	284	(347)	(59)	
% change from prior year	2.13%	-3.91%	0.09%	58.56%	-45.15%	-13.97%	

* Riverside enrolment details not readily available. Will be updated next year to be included.



Revenue



This section highlights the changes to budgeted revenue, including adjustments to grant funding due to the increases in enrolment, more shifting from DL to regular, and the elimination of additional funding to respond to the pandemic. The total revenue is projected to increase by \$444,512 from the prior year. A summary of the changes is presented below. The preliminary budget does not include funding for remedy for classrooms that exceed class size and composition ratios. The amended budget will include any of these costs.

Total Revenue Summary	Actuals				Amended Budget 2021/2022	Preliminary Budget 2022/2023	Changes	
	2017/2018	2018/2019	2019/2020	2020/2021			2023/2024	2024/2025
Operating Fund	\$ 62,035,570	\$ 63,774,215	\$ 67,088,720	\$ 68,264,522	\$ 71,791,692	\$ 73,375,442	\$ 1,583,750	2.21%
Special Purpose Funds	8,821,489	8,608,201	8,738,740	11,222,479	10,802,569	9,663,331	(1,139,238)	-10.55%
Capital Fund	-	426,598	280,884	339,226	-	-	-	-
Amortization - Def. Revenue	2,827,868	2,867,953	2,912,410	2,973,354	3,042,025	3,042,025	-	0.00%
	\$ 73,684,927	\$ 75,676,967	\$ 79,020,754	\$ 82,799,581	\$ 85,636,286	\$ 86,080,798	\$ 444,512	0.52%
\$ change from Prior Year	6,817,819	1,992,040	3,343,787	3,778,827	2,836,705	444,512		
% change from Prior Year	10.20%	2.70%	4.42%	4.78%	3.43%	0.52%		

Operating Fund

The operating fund revenue is expected to increase by \$1.58M (2.21% increase).

Total Revenue	Actuals			Amended Budget 2021/2022	Preliminary Budget 2022/2023	Changes	
	2018/2019	2019/2020	2020/2021			2023/2024	2024/2025
Operating Fund							
Grants							
Ministry of Education	\$ 59,970,517	\$ 63,655,835	\$ 65,892,174	\$ 68,802,843	\$ 70,012,497	\$ 1,209,654	1.76%
Other Ministries	330,784	387,232	362,317	320,282	306,065	(14,217)	-4.44%
	60,301,301	64,043,067	66,254,491	69,123,125	70,318,562	1,195,437	1.73%
Tuition	2,707,297	2,322,031	1,398,001	2,175,000	2,538,000	363,000	16.69%
Other Revenue	404,383	394,065	312,557	203,957	205,290	1,333	0.65%
Rentals and Leases	179,020	212,095	216,660	209,610	213,590	3,980	1.90%
Investment Income	182,214	117,462	82,813	80,000	100,000	20,000	25.00%
	\$ 63,774,215	\$ 67,088,720	\$ 68,264,522	\$ 71,791,692	\$ 73,375,442	\$ 1,583,750	2.21%
\$ change from Prior Year	1,738,645	3,314,505	1,175,802	3,527,170	1,583,750		
% change from Prior Year	2.80%	5.20%	1.75%	5.17%	2.21%		

Grants

Operating fund grants have increased from the prior year amended budget by \$1.19M (1.73%) due to increased enrolment and more students expected to shift from DL to regular student funding. The most notable information with this budget is that the Ministry of Education grant rates have not increased. The operating grant rates are not expected to increase until the collective bargaining processes have concluded for both the teacher and support staff unions.

Ministry of Education Grant Rates	Actuals				Amended Budget 2021/2022	Preliminary Budget 2022/2023
	2017/2018	2018/2019	2019/2020	2020/2021		
Basic Allocation - per student	7,301	7,423	7,468	7,560	7,885	7,885
Distributed Learning Allocation	6,100	6,100	6,100	6,100	6,360	6,360
Continuing Education Basic Rate	7,301	7,423	7,468	7,560	7,885	7,885

Other than the frozen grant rate, operating grants are as expected.

Operating Fund Grants	Actuals			Amended Budget	Preliminary Budget	Changes	
	2018/2019	2019/2020	2020/2021	2021/2022	2022/2023	\$	%
Provincial Grants							
Operating Fund							
Ministry of Education							
Operating Grant	\$ 58,855,102	\$ 61,222,760	\$ 63,232,408	\$ 67,991,333	\$ 69,202,320	\$ 1,210,987	1.78%
Other							
AANDC/LEA Recovery	(173,957)	(125,910)	(175,290)	(173,957)	(175,290)	(1,333)	0.77%
Carbon Tax Reimbursement	61,051	61,051	-	-	-	-	-
Children and Youth Video	6,500	500	-	-	-	-	-
Early Career Mentorship	-	-	140,000	-	-	-	-
Early Learning Framework	-	6,848	2,486	2,486	2,486	-	-
Economic Stability Dividend	69,605	-	-	-	-	-	-
Employer Health Tax	156,520	515,072	-	-	-	-	-
Equity Scan	-	18,000	-	-	-	-	-
Graduated Adults	16,731	18,795	-	-	-	-	-
FSA	12,964	12,964	12,964	13,000	13,000	-	0.00%
Labour Settlement	-	287,660	-	-	-	-	-
Mental Health	33,000	-	-	-	-	-	-
Pay Equity	725,901	725,901	725,901	725,901	725,901	-	0.00%
Skills Training	5,000	-	-	-	-	-	-
Funding for Graduated Adults	-	-	21,405	-	-	-	-
Support Staff Benefits	13,200	25,110	52,433	55,180	55,180	-	-
Transportation Supplement	188,900	188,900	188,900	188,900	188,900	-	0.00%
Teacher Labour Settlement	-	698,184	1,690,967	-	-	-	-
	1,115,415	2,433,075	2,659,766	811,510	810,177	(1,333)	-0.16%
	59,970,517	63,655,835	65,892,174	68,802,843	70,012,497	1,209,654	1.76%
Provincial Other							
Art Starts Program	4,500	-	-	4,500	4,500	-	0.00%
Other	-	1,050	-	15,000	-	(15,000)	-100.00%
Riverside - ITA	183,950	241,000	215,699	147,500	147,500	-	-
UFV - Expense Recovery	142,334	145,182	146,618	153,282	154,065	783	0.51%
	330,784	387,232	362,317	320,282	306,065	(14,217)	-4.44%
Total Provincial Operating Grants	\$ 60,301,301	\$ 64,043,067	\$ 66,254,491	\$ 69,123,125	\$ 70,318,562	\$ 1,195,437	1.73%
\$ change from Prior Year	\$ 1,636,054	\$ 3,741,766	\$ 2,211,424	\$ 2,868,634	\$ 1,195,437		
% change from Prior Year	2.79%	6.21%	3.45%	4.33%	1.73%		

Regular Grant

The following table is based on the projected enrolment as of February 2022 and the updated grant tables provided by the Ministry. The regular learning student grant increased by \$1.18M, and the funding for other learning students is budgeted to decrease – if more students remain in the DL program, this revenue is expected to increase with the amended budget. The special education funding is projected to increase by approximately \$500,000 with additional students identified as needing support.

2022 / 2023 Preliminary Budget



Regular Operating Grant Calculation	Actuals			Amended Budget 2021/2022	Preliminary Budget 2022/2023	Changes	
	2018/2019	2019/2020	2020/2021			\$	%
Regular Learning Students	\$ 43,721,006	\$ 44,329,115	\$ 42,851,970	\$ 48,889,464	\$ 50,069,750	\$ 1,180,286	2.41%
Other Learning Students	2,159,009	2,305,366	4,465,620	2,234,000	1,668,377	(565,623)	-25.32%
Special Education Support	7,593,158	8,415,483	8,948,089	10,055,924	10,546,593	490,669	4.88%
Indigenous Education	1,319,790	1,612,400	1,633,500	1,757,495	1,752,800	(4,695)	-0.27%
ELL/FLL & Other	482,800	496,318	542,640	537,315	538,900	1,585	0.29%
Salary Differential	466,733	802,976	943,562	790,286	804,087	13,801	1.75%
Unique Geographic Factors	2,991,451	3,139,652	3,586,725	3,671,149	3,764,241	93,092	2.54%
Curriculum/Learning Support	121,155	121,450	55,305	55,700	57,572	1,872	3.36%
Holdback Allocation			204,997				
	\$58,855,102	\$61,222,760	\$63,232,408	\$67,991,333	\$69,202,320	1,210,987	1.78%
\$ change from Prior Year	1,791,107	2,367,658	2,009,648	4,758,925	1,210,987		
% change from Prior Year	3.14%	4.02%	3.28%	7.53%	1.78%		
Total Funded Students	6,211	6,273	6,360	6,510	6,576	66	1.02%
Rate per funded student	9,476	9,760	9,942	10,444	10,523	79	0.76%
\$ change from Prior Year	267	284	182	502	79		
% change from Prior Year	2.90%	3.00%	1.86%	5.05%	0.76%		

Other Revenue

International student revenue is expected to increase by approximately \$350,000 with enrolment expected to increase to 130 international students. Investment income is also expected to rise with increased interest rates.

Other Revenues	Actuals				Amended Budget 2021/2022	Preliminary Budget 2022/2023	Changes	
	2017/2018	2018/2019	2019/2020	2020/2021			\$	%
Tuition								
Continuing Education	319,291	341,409	308,525	335,477	320,000	330,000	10,000	3.13%
International & Out of Province	2,197,735	2,360,607	2,008,526	1,059,124	1,855,000	2,208,000	353,000	19.03%
Summit Distance Learning		5,281	4,980	3,400	-	-	-	-
Total Tuition	2,517,026	2,707,297	2,322,031	1,398,001	2,175,000	2,538,000	363,000	16.69%
\$ change from prior year	322,391	190,271	(385,266)	(924,030)	776,999	363,000		
% change from prior year	14.69%	7.56%	-14.23%	-39.79%	55.58%	16.69%		
Other Revenue								
LEA Funding - First Nations	116,868	173,957	125,910	175,290	173,957	175,290	1,333	0.77%
Miscellaneous								
DOM Clarke Theatre	50,000	100,000	150,000	59,843	-	-	-	-
Other Revenue	251,881	88,933	83,311	37,570	25,000	25,000	-	0.00%
Pay for Service - Riverside	17,422	28,748	17,644	25,004	5,000	5,000	-	0.00%
Transportation Fees	15,056	12,745	17,200	14,850	-	-	-	-
	451,227	404,383	394,065	312,557	203,957	205,290	1,333	0.65%
\$ change from prior year	84,511	(46,844)	(10,318)	(81,508)	(108,600)	1,333		
% change from prior year	23.05%	-10.38%	-2.55%	-20.68%	-34.75%	0.65%		
Rentals and Leases	200,241	179,020	212,095	216,660	209,610	213,590	3,980	1.90%
Investment Income	201,829	182,214	117,462	82,813	80,000	100,000	20,000	25.00%
	402,070	361,234	329,557	299,473	289,610	313,590	23,980	8.28%
\$ change from prior year	45,887	(40,836)	(31,677)	(30,084)	(9,863)	23,980		
% change from prior year	12.88%	-10.16%	-8.77%	-9.13%	-3.29%	8.28%		

Special Purpose Fund

The Special Purpose Funds revenue / budget is expected to decrease by \$1.14M. The decrease is primarily due to the elimination of the funds for managing the pandemic, and mental health supports, and the elimination of the budget for remedies until costs are estimated in October.

Total Revenue	Actuals				Amended Budget	Preliminary Budget	Changes	
	2017/2018	2018/2019	2019/2020	2020/2021	2021/2022	2022/2023	2023/2024	2024/2025
Special Purpose Fund								
Grants								
Ministry of Education	\$ 6,803,726	\$ 6,856,545	\$ 7,194,714	\$ 10,228,501	\$ 8,877,443	\$ 7,688,727	\$ (1,188,716)	-13.39%
Other Ministries	50,000	2,939	87,329	68,533	155,126	184,804	29,678	19.13%
	6,853,726	6,859,484	7,282,043	10,297,034	9,032,569	7,873,531	(1,159,038)	-12.83%
Other Revenue	1,967,763	1,748,717	1,456,697	925,445	1,770,000	1,789,800	19,800	1.12%
	\$ 8,821,489	\$ 8,608,201	\$ 8,738,740	\$ 11,222,479	\$ 10,802,569	\$ 9,663,331	\$ (1,139,238)	-10.55%
\$ change from Prior Year	4,702,512	(213,288)	130,539	2,483,739	(419,910)	(1,139,238)		
% change from Prior Year	114.17%	-2.42%	1.52%	28.42%	-3.74%	-10.55%		

The following table breaks out the various grants pulled into revenue within the special purpose funds. The funding for remedies considering the class size and composition criteria is updated with the amended budget. Mental health funding has not been announced, and as such, this is a significant reduction, as is the elimination of the funding to support the pandemic response.

Special Purpose Funds - grants	Actuals			Amended Budget	Preliminary Budget	Changes	
	2018/2019	2019/2020	2020/2021	2021/2022	2022/2023	\$	%
Ministry of Education							
Annual Facility Grant - Ops	249,513	249,513	249,513	244,250	249,559	5,309	2.17%
Classroom Enhancement							
Overhead	292,193	290,774	259,203	259,203	259,203	-	0.00%
Staffing	4,716,526	4,929,479	5,179,216	6,209,296	6,209,296	-	0.00%
Remedies	667,085	826,855	743,007	688,451		(688,451)	
	5,675,804	6,047,108	6,181,426	7,156,950	6,468,499	(688,451)	-9.62%
Community Link	389,950	381,185	416,933	412,254	412,254	-	0.00%
CR4YC	-	-	1,049	21,451	21,250	(201)	-0.94%
FN Student Transportation	-	-	13,064	33,053	13,549	(19,504)	-59.01%
Learning Improvement	231,069	226,311	225,361	231,682	235,547	3,865	1.67%
Mental Health in Schools	-	6,230	74,270	122,845	-	(122,845)	-100.00%
Official Languages (OLEP)	96,453	96,579	100,479	96,219	96,219	-	0.00%
Ready, Set, Learn	42,947	26,998	25,053	44,720	31,850	(12,870)	-28.78%
Safe Return to School	-	-	434,860	210,900	-	(210,900)	-100.00%
Safe Return to Class	-	-	2,360,906	128,706	-	(128,706)	-100.00%
Strong Start	170,809	160,790	145,587	174,413	160,000	(14,413)	-8.26%
	6,856,545	7,194,714	10,228,501	8,877,443	7,688,727	(1,188,716)	-13.39%
Provincial Other							
MCFD, Early Years	-	69,974	58,771	120,054	145,832	25,778	21.47%
MCFD, Middle Years	-	13,593	6,276	35,072	38,972	3,900	11.12%
POPSFASD C.A.R.S.	2,939	3,762	3,486	-	-	-	
	2,939	87,329	68,533	155,126	184,804	29,678	19.13%
Total Provincial SPF Grants	\$ 6,859,484	\$ 7,282,043	\$ 10,297,034	\$ 9,032,569	\$ 7,873,531	\$ (1,159,038)	-12.83%
\$ change from Prior Year	\$ 5,758	\$ 422,559	\$ 3,014,991	\$ (1,264,465)	\$ (1,159,038)		
% change from Prior Year	0.08%	6.16%	41.40%	-12.28%	-12.83%		

Other revenues within the special purpose grants are relatively stable year over year. A notable change to though is the inclusion of a cost recovery for the Heritage Park Childcare Centre. All revenue collected will be used to fund the maintenance costs of the building and will be reported on the schedule for Special Purpose Funds.

Other Revenues	Actuals				Amended Budget	Preliminary Budget	Changes	
	2017/2018	2018/2019	2019/2020	2020/2021	2021/2022	2022/2023	\$	%
Special Purpose Fund								
District Literacy	12,281	-	-	-	-	-		
Scholarships & Bursaries	72,250	70,900	58,750	18,800	70,000	70,000	-	0.00%
HP Childcare Centre						19,800	19,800	
School Generated Funds	1,883,232	1,677,817	1,397,947	906,645	1,700,000	1,700,000	-	0.00%
	<u>1,967,763</u>	<u>1,748,717</u>	<u>1,456,697</u>	<u>925,445</u>	<u>1,770,000</u>	<u>1,789,800</u>	<u>19,800</u>	<u>1.12%</u>
\$ change from prior year	335,762	(219,046)	(292,020)	(531,252)	313,303	333,103		
% change from prior year	20.57%	-11.13%	-16.70%	-36.47%	21.51%	22.87%		



Expenses

This section highlights the changes to the operating and special purpose fund expenses. The expense portion of the budget increased by approximately \$1M from the prior year's amended budget. Operating fund expenses have increased because of forecast enrolment growth, inflation, and the use of surplus for a variety of initiatives, including responding to some of the continued impacts from the pandemic. This is offset by a decrease in special purpose fund expense, primarily due to the elimination of the funding for managing the pandemic, lack of a current funding commitment for mental health supports, and the temporary removal of remedy costs, which are only included in the amended budget. The details of the changes in the funds are presented below, and in the appendix.

All Funds - Expense Summary	Actuals			Amended Budget	Preliminary Budget	Change from prior year amended budget	
	2018/2019	2019/2020	2020/2021	2021/2022	2022/2023	\$	%
By Fund							
Operating Fund	64,780,930	66,018,277	65,812,940	72,225,365	74,369,079	2,143,714	2.97%
Special Purpose Fund	8,591,597	8,717,026	11,118,942	10,802,569	9,663,331	(1,139,238)	-10.55%
Capital Fund	4,353,061	4,241,569	4,324,584	4,093,231	4,109,678	16,447	0.40%
	<u>77,725,588</u>	<u>78,976,872</u>	<u>81,256,466</u>	<u>87,121,165</u>	<u>88,142,088</u>	<u>1,020,923</u>	<u>1.17%</u>

Functional Reporting

The expenses are reported in five functional areas: Instruction, District Administration, Operations and Maintenance, and Transportation and Housing, and Debt Services. Amortization for capital expenses is reported in Operations and Maintenance and in Transportation. To assist with the review and comparison of expenses over time, the amortization has been separated for this budget report presentation.

All Funds - Expense Summary	Actuals			Amended Budget	Preliminary Budget	Change from prior year amended budget	
	2018/2019	2019/2020	2020/2021	2021/2022	2022/2023	\$	%
By Function							
Instruction	61,385,979	62,643,480	63,711,015	69,313,132	70,120,878	807,746	1.17%
District Administration	3,004,309	2,893,598	3,088,751	3,350,326	3,540,556	190,230	5.68%
Operations and Maintenance	8,314,716	8,364,924	9,332,246	9,194,763	9,139,750	(55,013)	-0.60%
Transportation	1,094,121	1,114,185	1,139,096	1,169,713	1,231,226	61,513	5.26%
Debt Servicing	-	-	-	1,572	13,719	12,147	
Amortization (sch 4)	3,926,463	3,960,685	3,985,358	4,091,659	4,095,959	4,300	0.11%
	<u>77,725,588</u>	<u>78,976,872</u>	<u>81,256,466</u>	<u>87,121,165</u>	<u>88,142,088</u>	<u>1,020,923</u>	<u>1.17%</u>

Object Reporting: Salaries, Benefits, Services & Supplies, Amortization

In addition to functional reporting, expenses are classified by the type of expense object. These codes have been summarized into three categories: Salaries and Wages, and Benefits (staffing); Services and Supplies; and Amortization. The object reporting splits the increased costs between employee related expenses and costs for service and supplies. Additional details are presented in the appendix.

2022 / 2023 Preliminary Budget



All Funds - Expense Summary	Actuals			Amended Budget	Preliminary Budget	Change from prior year amended budget	
	2018/2019	2019/2020	2020/2021	2021/2022	2022/2023	\$	%
By Object Code							
Salaries and Wages							
Teachers	28,871,997	30,781,652	32,679,849	33,427,243	34,270,856	843,613	2.52%
Principals and Vice Principals	3,949,658	4,012,323	4,235,675	4,632,588	4,793,046	160,458	3.46%
Education Assistants	6,498,738	6,676,622	6,611,663	7,305,700	7,484,700	179,000	2.45%
Support Staff	7,244,272	7,716,001	8,123,004	8,353,156	8,444,151	90,995	1.09%
Other Professionals	2,052,903	2,187,107	1,996,864	2,068,838	2,319,081	250,243	12.10%
Substitutes	3,422,344	2,836,919	2,231,400	2,925,942	3,350,942	425,000	14.53%
	\$ 52,039,912	\$ 54,210,624	\$ 55,878,455	\$ 58,713,467	\$ 60,662,776	1,949,309	3.32%
Benefits	11,930,511	12,041,474	12,898,613	13,699,889	14,269,092	569,203	4.15%
Total Employment Expenses	63,970,423	66,252,098	68,777,068	72,413,356	74,931,868	2,518,512	3.48%
Services and Supplies	9,828,702	8,764,089	8,494,040	10,616,150	9,114,261	(1,501,889)	-14.15%
Amortization	3,926,463	3,960,685	3,985,358	4,091,659	4,095,959	4,300	0.11%
	\$ 77,725,588	\$ 78,976,872	\$ 81,256,466	\$ 87,121,165	\$ 88,142,088	1,020,923	1.17%
Employment Expenses as a % of Total	82.30%	83.89%	84.64%	83.12%	85.01%		
Benefits as a % of Employment Expenses	22.93%	22.21%	23.08%	23.33%	23.52%		
Services and Supplies as a % of Total	12.65%	11.10%	10.45%	12.19%	10.34%		

Employment Expenses

More than 80% of the School District's expenses are related to staffing. There are two primary considerations that drive costs related to staffing: The number of employees (staffing plan), and the cost of the salary, wages, and benefits.

The following table summarizes the staffing plan. The staffing plan will be updated as staffing adjusts in September and updated with the amended budget.

2022/23 Staffing Budget	Instruction							Administration			Ops/Mtc/Trans			Total	
	Teacher			PVP	EA	Support	Other Professional	Total Instruction	Admin Support	Other Professional	Total Administration	Support	Other Professional		Total Ops/Mtc/Trans
	Classroom Teachers	Non-Enrolling Teachers	Sub-Total Teachers												
District Based		39.46	39.46	3.19	44.16			86.80	14.54	22.20	36.74	47.31	2.00	49.31	172.85
School Based	306.08	67.35	373.44	32.00	128.57	50.70	1.00	585.71			-	37.28		37.28	622.99
TOTAL	306.08	106.81	412.89	35.19	172.73	50.70	1.00	672.51	14.54	22.20	36.74	84.59	2.00	86.59	795.84
% of Total Staff	38.5%	13.4%	51.9%	4.4%	21.7%	6.4%	0.1%	84.5%	1.8%	2.8%	4.6%	10.6%	0.3%	10.9%	100.0%

Services and Supplies

Services and supplies are a small component of the budget, averaging approximately 11% over the past few years. The preliminary budget reflects a reduction, primarily due to the removal of expenditures related to school surpluses and remedy, both of which are expected to be included in the amended budget, pending confirmation of related funding. Considering these annual anomalies, services and supplies expenses are increasing due to the return to normal activities post-pandemic, and due to inflationary pressures.

Amortization

Amortization expense is included in the consolidated budget and reported in the Capital Revenue and Expenses in Schedule 4. The amount budgeted for amortization is based on accounting guidelines and cannot be altered.

International and English Language Learners (ELL)

Additional information is provided here for the International Education program and the English Language Learner program.

The following summarizes the information for the preliminary budget.

English Language Learning	Actual 2019/20	Actual 2020/2021	Amended Budget 2021/2022	Preliminary Budget 2022/2023
Ministry Funded Students	312	357	339	340
International ELL Students	138	49	64	65
Total Students	450	406	403	405
Grant Revenue	466,440	542,640	537,315	538,900
International Allocation	151,832	74,632	101,440	103,025
Total Revenue	618,272	617,272	638,755	641,925
Expenses				
District	882,235	616,587	650,729	611,484
School	81,218	28,622	44,603	29,735
Total	963,453	645,209	695,331	641,219
Net Program	(\$345,181)	(\$27,937)	(\$56,576)	\$706

The international education department has seen a return of students as the pandemic has subsided. As such, the amount of additional funding available to support other programs increased during the current school year and is forecast to increase further for 2022/2023. International students are continuing to register and there are currently 130 FTE students budgeted.

The funding analysis of the international education department considers the costs to operate the international education department and all additional costs to support the international students. This provides a net international revenue amount, and a net contribution per student that enables a comparison of the rate per international student to the rate for a ministry funded student. Currently, with fewer students accounting for the fixed costs of the international department, the rate per student is significantly less than the rate for a ministry funded student.

After the additional regular staffing needs are estimated for the middle and high school, the international program is forecast to contribute \$593,946 additional revenue.

International Program	Actual 2019/20	Actual 2020/2021	Amended Budget 2021/2022	Preliminary Budget 2022/2023
International Students	138	69	105	130
Revenue less Agent Fees	1,762,928	955,702	1,675,000	1,989,600
Expenses				
Student	141,747	88,241	255,000	268,000
Department	492,077	436,141	509,060	541,933
Cost of bringing students to Mission	633,824	524,382	764,060	809,933
<i>International School Supports</i>				
ELL expenses (to ELL budget)	151,832	74,632	101,440	103,025
Supplemental International Staffing	274,147	98,594	158,524	117,460
	425,979	173,226	259,964	220,485
International Expenses	1,059,803	697,608	1,024,024	1,030,418
Net International Revenue	703,125	258,094	650,976	959,182
<i>Net Rate Comparison</i>				
Funding per student after int. costs	5,103	3,749	6,200	7,378
BC Student rate	7,468	7,560	7,885	7,885
Rate Surplus (shortage)	(2,365)	(3,811)	(1,685)	(507)
<i>Regular Classroom Staffing</i>				
Classroom Staffing - middle/high only	302,355	238,158	365,236	365,236
Total Net Contribution	\$400,770	\$19,936	\$285,739	\$593,946



Indigenous Education

Additional information is provided here for the Indigenous Education program. The Ministry of Education provides targeted funding for the program, based on the number of Indigenous students enrolled in the district. In addition, the district provides supplemental funding to further address the program requirements.

The following summarizes the information for the preliminary budget.

Indigenous Education Program	2019/20	2020/21	2021/22 Amended	2022/23 Preliminary
Targeted Funding Program	\$	\$	\$	\$
<u>Revenue</u>				
Ministry Funding	1,612,400	1,633,500	1,757,495	1,752,800
Prior Year Reserve		157,976	235,935	250,000
	\$ 1,612,400	\$ 1,791,476	\$ 1,993,430	\$ 2,002,800
<u>Expenses</u>				
Teachers	228,522	270,739	312,830	458,680
PVP	10,601			
ILW / EA	918,523	1,006,940	1,114,500	1,208,500
Support Staff	46,926	46,917	44,900	45,400
Substitutes	15,815	2,748	28,750	
Services and Supplies	234,038	228,197	492,450	290,220
Total Expenses	1,454,424	1,555,541	1,993,430	2,002,800
Targeted Surplus (Deficit)	157,976	235,935	-	-
District Funded	\$	\$	\$	\$
<u>Expenses</u>				
Teachers	56,547	57,950	104,320	104,320
PVP	149,647	154,762	166,740	170,905
ILW / EA			55,800	
Total Expenses	206,194	212,712	326,860	275,225
Total Expenditure	1,660,618	1,768,253	2,320,290	2,278,025

This type of analysis helps track costs to ensure that the services provided are appropriately funded. Additional reports like these will be provided for other operational divisions with future budget presentations. Staff are currently developing reports to track student services, as well as the funding for the schools – by school type. The additional reports will be provided with future budget documents.

Local Capital

Although building and equipment capital costs are expensed in the capital accounts by amortizing the costs over the useful life of the asset, annually, funds are expended to acquire capital assets.

The following chart summarizes the planned allocation of funds from operations and special grants for local capital purposes. Any funds unused at the end of the year remain within the local capital account.

Local Capital Expenditure Plan	Preliminary Budget
	2022/2023
Prior Year Local Capital Fund Balance	\$ 1,400,000
Transfer from Operating Fund	612,830
Total funds available for Local Capital	2,012,830
Planned Expenditures	
Project expenditures	675,000
Capital loan payments	167,830
	\$ 842,830
Anticipated Fund Balance - End of Year	1,170,000
Allocated to projects	(1,170,000)

In addition to local capital, the School District receives funding from the Province for major capital expenditures. These capital transactions are recorded at year end with the financial statements in the capital schedule; these capital expenditures are not included in the School District’s annual budget bylaw directly, but rather, are included as amortization over the life of the capital asset.



Additional Needs

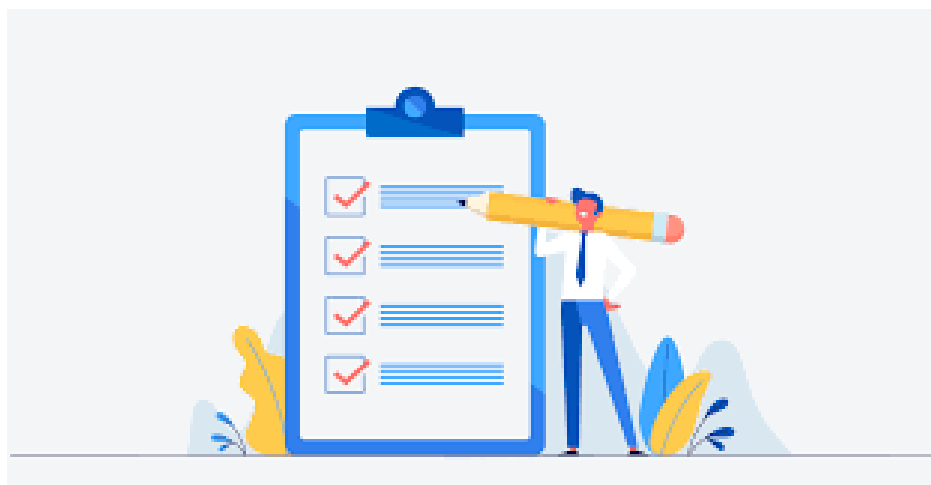
The following table summarizes the additional needs included in the budget, funded from surplus / reserves.

Additional Needs Identified - Prioritized for 2022/2023 Budget	Amount	Budget
One Time Additional Needs		
Riverside ITA program equipment ³	70,000	Local Capital
Student Services - Psychologist - Summer assessments (.1 FTE)	11,500	Support Staff
Transportation - Exhaust venting system	10,000	Local Capital
SUB-TOTAL ADDITIONAL ONE-TIME NEEDS IDENTIFIED	91,500	
Recurring Additional Needs		
Increase Admin Time - Elementary schools	210,000	Teachers
TTOC on contracts - 4 positions - additional cost	200,000	Substitutes
New VP position - Cherry Hill / West Heights	145,000	PVP
Schools - Literacy Mentor Teacher	105,000	Teachers
Student Services - Speech Language Pathologist (.6 FTE)	69,000	Support Staff
MSS - YCW	65,000	EA
Schools - Additional EA/YCW supports	50,000	EA
Student Services - EA Mentoring - Special Ed teacher (.4 FTE)	42,000	Teachers
HPMS - Leadership blocks	30,000	Teachers
Student Services - Physical Therapist (.2 FTE)	21,000	Teachers
Transportation - Secretary - Increase to 1 FTE (from .7 FTE)	20,000	Support Staff
MSS - Increase Kitchen Assistant time (1 hr/day)	7,500	Support Staff
SUB-TOTAL ADDITIONAL RECURRING NEEDS IDENTIFIED	964,500	
2022/2023 Additional Needs Funded from Surplus	\$ 1,056,000	



The following table summarizes the additional needs that have been identified but not included in the budget. These items will be reviewed during the 2022/2023 amended budget deliberations.

Additional Needs Identified		
One Time Additional Needs		
Dust collector system - Ferndale ¹	600,000	Local Capital
Transportation - Special education bus ²	100,000	Local Capital
Transportation - Indigenous education van	100,000	Local Capital
Riverside expansion	100,000	Local Capital
Transportation - Bus predictive stop arm cameras ³	25,000	Local Capital
SUB-TOTAL ADDITIONAL ONE-TIME NEEDS IDENTIFIED	925,000	
Recurring Additional Needs		
Schools - Increase school resources budget	125,000	Schools
IT - Business Analyst	90,000	Support Staff
Summit - Increase teaching time Gr 8/9 (.2 FTE)	22,000	Teachers
Student Services - Settlement worker/navigator	50,000	Support Staff
SUB-TOTAL ADDITIONAL RECURRING NEEDS IDENTIFIED	287,000	
Total Additional Needs	\$ 1,212,000	
Notes:		
1. Ferndale upgrade will allow for facilities move from Riverside		
2. Potential funding opportunities through Ministry capital program to be investigated		
3. \$5,000 per bus, 5 per year		



Appendix

A. Statements - Operating Fund, Special Purpose Funds, Capital Fund

Operating Fund	Actuals			Amended Budget	Preliminary Budget	Change from prior year amended budget	
	2018/2019	2019/2020	2020/2021	2021/2022	2022/2023	\$	%
Revenue							
Provincial Grants	\$ 60,301,301	\$ 64,043,067	\$ 66,254,491	\$ 69,123,125	\$ 70,318,562	1,195,437	1.73%
Other Revenue	3,472,914	3,045,653	2,010,031	2,668,567	3,056,880	388,313	14.55%
	63,774,215	67,088,720	68,264,522	71,791,692	73,375,442	1,583,750	2.21%
Expenses							
Instruction	53,200,585	54,345,399	54,021,414	59,323,582	60,887,373	1,563,791	2.64%
District Administration	2,931,819	2,808,366	2,916,276	3,238,816	3,478,238	239,422	7.39%
Operations and Maintenance	7,554,405	7,750,327	7,778,154	8,526,307	8,785,791	259,484	3.04%
Transportation	1,094,121	1,114,185	1,097,096	1,136,660	1,217,677	81,017	7.13%
	64,780,930	66,018,277	65,812,940	72,225,365	74,369,079	2,143,714	2.97%
Operating Surplus (Deficit)	\$ (1,006,715)	\$ 1,070,443	\$ 2,451,582	\$ (433,673)	\$ (993,637)	(559,964)	129.12%

Special Purpose Funds	Actuals			Amended Budget	Preliminary Budget	Change from prior year amended budget	
	2018/2019	2019/2020	2020/2021	2021/2022	2022/2023	\$	%
Revenue							
Provincial Grants	\$ 6,859,484	\$ 7,282,043	\$ 10,297,034	\$ 9,032,569	\$ 7,873,531	(1,159,038)	-12.83%
Other Revenue	1,748,717	1,456,697	925,445	1,770,000	1,789,800	19,800	1.12%
	8,608,201	8,738,740	11,222,479	10,802,569	9,663,331	(1,139,238)	-10.55%
Expenses							
Instruction	7,758,796	8,017,197	9,350,375	9,989,550	9,233,505	(756,045)	-7.57%
District Administration	72,490	85,232	172,475	111,510	62,318	(49,192)	-44.11%
Operations and Maintenance	760,311	614,597	1,554,092	668,456	353,959	(314,497)	-47.05%
Transportation	-	-	42,000	33,053	13,549	(19,504)	-59.01%
	8,591,597	8,717,026	11,118,942	10,802,569	9,663,331	(1,139,238)	-10.55%
Surplus (Deficit)	\$ 16,604	\$ 21,714	\$ 103,537	\$ -	\$ -	-	-

Capital Fund	Actuals			Amended Budget	Preliminary Budget	Change from prior year amended budget	
	2018/2019	2019/2020	2020/2021	2021/2022	2022/2023	\$	%
Revenue							
Provincial Grants	\$ 426,598	\$ 280,884	\$ 339,226	\$ -	\$ -	-	-
Amortization	2,867,953	2,912,410	2,973,354	3,042,025	3,042,025	-	0.00%
	3,294,551	3,193,294	3,312,580	3,042,025	3,042,025	-	0.00%
Capital Fund - Object Reporting							
Support Staff	-	-	-	-	-	-	-
Services and Supplies	426,598	280,884	339,226	-	-	-	-
Capital Loan Interest				1,572	13,719	12,147	772.71%
Amortization	3,926,463	3,960,685	3,985,358	4,091,659	4,095,959	4,300	0.11%
	4,353,061	4,241,569	4,324,584	4,093,231	4,109,678	16,447	0.40%
Surplus (Deficit)	\$ (1,058,510)	\$ (1,048,275)	\$ (1,012,004)	\$ (1,051,206)	\$ (1,067,653)	(16,447)	1.56%

B. Total Revenue by Fund

Total Revenue	Actuals				Amended Budget	Preliminary Budget	Changes	
	2017/2018	2018/2019	2019/2020	2020/2021	2021/2022	2022/2023	2023/2024	2024/2025
Operating Fund								
Grants								
Ministry of Education	\$ 58,308,097	\$ 59,970,517	\$ 63,655,835	\$ 65,892,174	\$ 68,802,843	\$ 70,012,497	\$ 1,209,654	1.76%
Other Ministries	357,150	330,784	387,232	362,317	320,282	306,065	(14,217)	-4.44%
	58,665,247	60,301,301	64,043,067	66,254,491	69,123,125	70,318,562	1,195,437	1.73%
Tuition	2,517,026	2,707,297	2,322,031	1,398,001	2,175,000	2,538,000	363,000	16.69%
Other Revenue	451,227	404,383	394,065	312,557	203,957	205,290	1,333	0.65%
Rentals and Leases	200,241	179,020	212,095	216,660	209,610	213,590	3,980	1.90%
Investment Income	201,829	182,214	117,462	82,813	80,000	100,000	20,000	25.00%
	\$ 62,035,570	\$ 63,774,215	\$ 67,088,720	\$ 68,264,522	\$ 71,791,692	\$ 73,375,442	\$ 1,583,750	2.21%
\$ change from Prior Year	2,028,252	1,738,645	3,314,505	1,175,802	3,527,170	1,583,750		
% change from Prior Year	3.38%	2.80%	5.20%	1.75%	5.17%	2.21%		
Special Purpose Fund								
Grants								
Ministry of Education	\$ 6,803,726	\$ 6,856,545	\$ 7,194,714	\$ 10,228,501	\$ 8,877,443	\$ 7,688,727	\$ (1,188,716)	-13.39%
Other Ministries	50,000	2,939	87,329	68,533	155,126	184,804	29,678	19.13%
	6,853,726	6,859,484	7,282,043	10,297,034	9,032,569	7,873,531	(1,159,038)	-12.83%
Other Revenue	1,967,763	1,748,717	1,456,697	925,445	1,770,000	1,789,800	19,800	1.12%
	\$ 8,821,489	\$ 8,608,201	\$ 8,738,740	\$ 11,222,479	\$ 10,802,569	\$ 9,663,331	\$ (1,139,238)	-10.55%
\$ change from Prior Year	4,702,512	(213,288)	130,539	2,483,739	(419,910)	(1,139,238)		
% change from Prior Year	114.17%	-2.42%	1.52%	28.42%	-3.74%	-10.55%		
Capital Fund								
Ministry of Education Grant	\$ -	\$ 426,598	\$ 280,884	\$ 339,226	\$ -	\$ -	\$ -	
Amortization	2,827,868	2,867,953	2,912,410	2,973,354	3,042,025	3,042,025	-	0.00%
	\$ 2,827,868	\$ 3,294,551	\$ 3,193,294	\$ 3,312,580	\$ 3,042,025	\$ 3,042,025	\$ -	0.00%
\$ change from Prior Year	87,055	466,683	(101,257)	119,286	(270,555)	-		
% change from Prior Year	3.18%	16.50%	-3.07%	3.74%	-8.17%	0.00%		
Total Revenue	73,684,927	75,676,967	79,020,754	82,799,581	85,636,286	86,080,798	\$ 444,512	0.52%



C. Operating Fund Revenue Change Reconciliation

Operating Fund - Revenue Change Reconciliation	Increase (Decrease)
Operating Grant	
Enrolment - Regular schools	1,176,832
Enrolment - Special education	480,450
Enrolment - English language learning	1,585
Enrolment - Indigenous Education	(4,695)
Enrolment - Distance learning	(277,323)
Enrolment - Continuing education	(284,846)
Geographic factors	93,092
Salary differential supplement	13,801
Equity of opportunity supplement	10,219
Curriculum and learning support fund	1,872
Other MOE Grant	
Local Education Agreement	1,333
Other Provincial	
UFV operating agreement	783
BC Council for International Ed (one-time funding)	(15,000)
Other Revenue	
Local Education Agreement	(1,333)
Tuition	
International - Tuition and fees	353,000
Riverside - Tuition and fees	10,000
Rental Revenue	
Classroom lease revenue	3,980
Investment Income	
Interest revenue	20,000
Grand Total	1,583,750

D. Total Expenses – All Funds

All Funds - Expense Summary	Actuals			Amended Budget	Preliminary Budget	Change from prior year amended budget	
	2018/2019	2019/2020	2020/2021	2021/2022	2022/2023	\$	%
By Fund							
Operating Fund	64,780,930	66,018,277	65,812,940	72,225,365	74,369,079	2,143,714	2.97%
Special Purpose Fund	8,591,597	8,717,026	11,118,942	10,802,569	9,663,331	(1,139,238)	-10.55%
Capital Fund	4,353,061	4,241,569	4,324,584	4,093,231	4,109,678	16,447	0.40%
	77,725,588	78,976,872	81,256,466	87,121,165	88,142,088	1,020,923	1.17%
By Function							
Instruction	61,385,979	62,643,480	63,711,015	69,313,132	70,120,878	807,746	1.17%
District Administration	3,004,309	2,893,598	3,088,751	3,350,326	3,540,556	190,230	5.68%
Operations and Maintenance	8,314,716	8,364,924	9,332,246	9,194,763	9,139,750	(55,013)	-0.60%
Transportation	1,094,121	1,114,185	1,139,096	1,169,713	1,231,226	61,513	5.26%
Debt Servicing	-	-	-	1,572	13,719	12,147	
Amortization (sch 4)	3,926,463	3,960,685	3,985,358	4,091,659	4,095,959	4,300	0.11%
	77,725,588	78,976,872	81,256,466	87,121,165	88,142,088	1,020,923	1.17%
By Object Code							
Salaries and Wages							
Teachers	28,871,997	30,781,652	32,679,849	33,427,243	34,270,856	843,613	2.52%
Principals and Vice Principals	3,949,658	4,012,323	4,235,675	4,632,588	4,793,046	160,458	3.46%
Education Assistants	6,498,738	6,676,622	6,611,663	7,305,700	7,484,700	179,000	2.45%
Support Staff	7,244,272	7,716,001	8,123,004	8,353,156	8,444,151	90,995	1.09%
Other Professionals	2,052,903	2,187,107	1,996,864	2,068,838	2,319,081	250,243	12.10%
Substitutes	3,422,344	2,836,919	2,231,400	2,925,942	3,350,942	425,000	14.53%
	\$ 52,039,912	\$ 54,210,624	\$ 55,878,455	\$ 58,713,467	\$ 60,662,776	1,949,309	3.32%
Benefits	11,930,511	12,041,474	12,898,613	13,699,889	14,269,092	569,203	4.15%
Total Employment Expenses	63,970,423	66,252,098	68,777,068	72,413,356	74,931,868	2,518,512	3.48%
Services and Supplies	9,828,702	8,764,089	8,494,040	10,616,150	9,114,261	(1,501,889)	-14.15%
Amortization	3,926,463	3,960,685	3,985,358	4,091,659	4,095,959	4,300	0.11%
	\$ 77,725,588	\$ 78,976,872	\$ 81,256,466	\$ 87,121,165	\$ 88,142,088	1,020,923	1.17%



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E. Operating Fund Expenses

Operating Fund Expenses	Actuals			Amended Budget	Preliminary Budget	Change from prior year amended budget	
	2018/2019	2019/2020	2020/2021	2021/2022	2022/2023	\$	%
By Function							
Instruction	53,200,585	54,345,399	54,021,414	59,323,582	60,887,373	1,563,791	2.64%
District Administration	2,931,819	2,808,366	2,916,276	3,238,816	3,478,238	239,422	7.39%
Operations and Maintenance	7,554,405	7,750,327	7,778,154	8,526,307	8,785,791	259,484	3.04%
Transportation	1,094,121	1,114,185	1,097,096	1,136,660	1,217,677	81,017	7.13%
	\$ 64,780,930	\$ 66,018,277	\$ 65,812,940	\$ 72,225,365	\$ 74,369,079	2,143,714	2.97%
Instruction							
Teacher Salaries	24,989,195	26,617,417	27,220,109	28,349,424	29,192,624	843,200	2.97%
P/VP Salaries	3,753,553	3,969,695	4,155,650	4,568,988	4,770,188	201,200	4.40%
E.A. Salaries	6,004,018	6,198,765	5,901,883	6,789,700	6,965,500	175,800	2.59%
Support Staff Salaries	2,449,673	2,591,585	2,599,649	2,870,540	3,037,140	166,600	5.80%
Other Professionals Salaries	387,591	320,360	166,411	143,200	146,780	3,580	2.50%
Substitutes Salaries	3,007,016	2,484,637	1,848,812	2,536,940	2,900,310	363,370	14.32%
	40,591,046	42,182,459	41,892,514	45,258,792	47,012,542	1,753,750	3.87%
Benefits	9,301,267	9,373,976	9,818,189	10,534,806	10,999,136	464,330	4.41%
Total Salaries and Benefits	49,892,313	51,556,435	51,710,703	55,793,598	58,011,678	2,218,080	3.98%
Services and Supplies	3,308,272	2,788,964	2,310,711	3,529,984	2,875,695	(654,289)	-18.54%
	\$ 53,200,585	\$ 54,345,399	\$ 54,021,414	\$ 59,323,582	\$ 60,887,373	1,563,791	2.64%
Administration							
P/VP Salaries	154,215	-	-	-	-	-	-
Support Staff Salaries	453,677	505,922	553,542	581,200	581,200	-	0.00%
Other Professionals Salaries	1,305,278	1,425,125	1,516,036	1,560,438	1,728,021	167,583	10.74%
Substitutes Salaries	17,975	14,929	6,451	5,000	5,000	-	0.00%
	1,931,145	1,945,976	2,076,029	2,146,638	2,314,221	167,583	7.81%
Benefits	412,923	385,602	377,276	469,935	513,774	43,839	9.33%
Total Salaries and Benefits	2,344,068	2,331,578	2,453,305	2,616,573	2,827,995	211,422	8.08%
Services and Supplies	587,751	476,788	462,971	622,243.0	650,243.0	28,000	4.50%
	\$ 2,931,819	\$ 2,808,366	\$ 2,916,276	\$ 3,238,816	\$ 3,478,238	239,422	7.39%
Operations & Maintenance							
Support Staff Salaries	3,444,652	3,682,544	3,664,474	3,810,350	3,847,850	37,500	0.98%
Other Professionals Salaries	282,434	363,849	219,145	278,500	355,413	76,913	27.62%
Substitutes Salaries	216,444	152,939	126,811	258,060	319,690	61,630	23.88%
	3,943,530	4,199,332	4,010,430	4,346,910	4,522,953	176,043	4.05%
Benefits	868,862	900,868	961,723	1,050,680	1,129,870	79,190	7.54%
Total Salaries and Benefits	4,812,392	5,100,200	4,972,153	5,397,590	5,652,823	255,233	4.73%
Services and Supplies	2,742,013	2,650,127	2,806,001	3,128,717	3,132,968	4,251	0.14%
	\$ 7,554,405	\$ 7,750,327	\$ 7,778,154	\$ 8,526,307	\$ 8,785,791	259,484	3.04%
Transportation							
Support Staff Salaries	658,631	655,236	575,683	632,250	647,250	15,000	2.37%
Other Professionals Salaries	77,600	77,773	83,727	86,700	88,867	2,167	2.50%
Substitutes Salaries	28,649	26,438	55,346	-	-	-	-
	764,880	759,447	714,756	718,950	736,117	17,167	2.39%
Benefits	174,370	177,993	187,600	183,310	197,160	13,850	7.56%
Total Salaries and Benefits	939,250	937,440	902,356	902,260	933,277	31,017	3.44%
Services and Supplies	154,871	176,745	194,740	234,400	284,400		0.00%
	\$ 1,094,121	\$ 1,114,185	\$ 1,097,096	\$ 1,136,660	\$ 1,217,677	81,017	7.13%

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Operating Fund Expenses	Actuals			Amended Budget	Preliminary Budget	Change from prior year amended budget	
	2018/2019	2019/2020	2020/2021	2021/2022	2022/2023	\$	%
By Object Code							
Salary and Wages							
Teachers	24,989,195	26,617,417	27,220,109	28,349,424	29,192,624	843,200	2.97%
Principals and Vice Principals	3,907,768	3,969,695	4,155,650	4,568,988	4,770,188	201,200	4.40%
Educational Assistants	6,004,018	6,198,765	5,901,883	6,789,700	6,965,500	175,800	2.59%
Support Staff	7,006,633	7,435,287	7,393,348	7,894,340	8,113,440	219,100	2.78%
Other Professionals	2,052,903	2,187,107	1,985,319	2,068,838	2,319,081	250,243	12.10%
Substitutes	3,270,084	2,678,943	2,037,420	2,800,000	3,225,000	425,000	15.18%
	47,230,601	49,087,214	48,693,729	52,471,290	54,585,833	255,233	4.73%
Employee Benefits	10,757,422	10,838,439	11,344,788	12,238,731	12,839,940	31,017	3.44%
	57,988,023	59,925,653	60,038,517	64,710,021	67,425,773	961,493	35.44%
Services and Supplies							
Services	1,968,123	1,941,159	1,722,823	2,202,661	2,294,560	91,899	4.17%
Student Transportation	35,962	23,265	11,913	19,000	19,000	-	0.00%
Professional Development and Travel	557,662	398,467	280,262	740,198	633,398	(106,800)	-14.43%
Rentals and Leases	276,656	255,245	244,607	158,449	11,500	(146,949)	-92.74%
Dues and Fees	116,011	99,599	80,003	89,100	89,100	-	0.00%
Insurance	137,810	147,132	147,277	160,000	165,000	5,000	3.13%
Supplies	2,555,097	2,181,740	2,076,046	2,819,936	2,333,747	(486,189)	-17.24%
Utilities	1,145,586	1,046,017	1,211,492	1,326,000	1,397,001	71,001	5.35%
	6,792,907	6,092,624	5,774,423	7,515,344	6,943,306	(572,038)	-7.61%
	64,780,930	66,018,277	65,812,940	72,225,365	74,369,079	2,143,714	2.97%

F. Operating Fund Expense Changes

Operating Fund - Expense Changes Reconciliation	Increase (Decrease)
Teacher	
FTE change	603,300
FTE change - Removal of PVP teach time (mid/sec)	105,300
FTE change - Student Services	16,800
FTE change - Indigenous Education	118,000
PVP	
Wage adjustments (placeholder)	109,540
FTE change - Student Services & Curriculum - District Principal	41,400
FTE change - School Support - District Principal (prior year temp)	(67,000)
FTE change - Cherry Hill / West Heights (VP)	117,260
EA	
FTE change - Student Services	187,700
FTE change - Indigenous Education	63,700
FTE change - Indigenous Education (non-targeted funding)	(44,600)
FTE change - English Language Learning	(31,000)
Support	
FTE change - Safe schools	70,000
FTE change - Health & Safety	31,900
FTE change - School Support	5,700
FTE change - Student Services	88,700
FTE change - Transportation	15,000
FTE change - Information Technology	5,600
FTE change - School clerical	2,200
Other Prof	
FTE change - Admin Assistant (Executive Team)	67,138
FTE change - Finance Manager	64,625
FTE change - Facilities Manager	55,600
Wage adjustments (placeholder)	46,445
Wage adjustments - Facilities car allowances	12,960
Wage adjustments - Trustees (CPI adjust)	3,476
Substitute	
FTE change	200,000
FTE change - New sick day legislation	325,000
FTE change - Indigenous Education	(25,000)
FTE change - Education Assistants	(75,000)
Benefits	
Due to wage, FTE, rate changes	546,249
Due to wage, FTE, rate changes - Indigenous Education	55,250

Operating Fund - Expense Changes Reconciliation	Increase (Decrease)
Services	
Agent Fees - International	38,400
Medical Fees - International	13,000
Contract services - Facilities	33,500
Contract Services - Enrolment Forecasting	15,000
Contract services - Career Education	500
Contract services - Riverside	(3,500)
Contract services - Student Services	(27,000)
Software maintenance - Network/Security	15,000
Software maintenance - Schools (Websites)	5,000
Software maintenance - Schools (Digital Classroom)	5,000
Software maintenance - Schools (Library System)	5,000
Software maintenance - Finance (School Cash)	3,000
Software maintenance - Finance/HR (ERP System)	10,000
Telephone - Facilities	4,000
Equity path (one time funding)	(25,000)
PD & Travel	
Recruiting - International	25,000
Contract Pro-D	4,660
Mileage	3,300
Teacher mentorship	(140,000)
Rentals & Leases	
Leases - Computers	(146,949)
Insurance	
Insurance - Property	5,000
Supplies	
Fuel - Transportation	50,000
Schools - Enrolment change	14,500
Mechanics/Engineering	10,000
Carpentry	10,000
Grounds	10,000
Student Services	7,000
Career Preparation	1,000
Human Resources - Accomodation	1,000
Riverside	(12,000)
Indigenous Education	(202,480)
Schools - Remove prior year carryover	(375,459)
Utilities	
Heating	50,000
Network - Ministry recovery	15,000
Garbage/recycling/organics	3,000
Water/sewer	3,000
Grand Total	2,143,715

G. Special Purpose Funds Expenses

Special Purpose Fund Expenses	Actuals			Amended Budget	Preliminary Budget	Change from prior year amended budget	
	2018/2019	2019/2020	2020/2021	2021/2022	2022/2023	\$	%
By Function							
Instruction	8,185,394	8,298,081	9,689,601	9,989,550	9,233,505	(756,045)	-7.57%
District Administration	72,490	85,232	172,475	111,510	62,318	(49,192)	-44.11%
Operations and Maintenance	333,713	333,713	1,214,866	668,456	353,959	(314,497)	-47.05%
Transportation			42,000	33,053	13,549	(19,504)	-59.01%
	\$ 8,591,597	\$ 8,717,026	\$ 11,118,942	\$ 10,802,569	\$ 9,663,331	(1,139,238)	-10.55%
By Function - Special fund Detail							
Annual Facility Grant	249,513	249,513	249,513	244,250	249,559	5,309	2.17%
Learning Improvement Fund	231,069	226,311	225,361	231,682	235,547	3,865	1.67%
Scholarships & Bursaries	70,900	58,750	18,800	70,000	70,000	-	0.00%
School Generated Funds	1,661,213	1,376,233	889,912	1,700,000	1,700,000	-	0.00%
Strong Start	170,809	160,790	145,587	174,413	160,000	(14,413)	-8.26%
Ready, Set, Learn	42,947	26,998	25,053	44,720	31,850	(12,870)	-28.78%
OLEP	96,453	96,579	100,479	96,219	96,219	-	0.00%
CommunityLink	389,950	381,185	416,933	412,254	412,254	-	0.00%
CEF Overhead	292,193	290,774	259,203	259,203	259,203	-	0.00%
CEF - Staffing	4,716,526	4,929,479	5,179,216	6,209,296	6,209,296	-	0.00%
CEF - Remedies	667,085	826,855	743,007	688,451		(688,451)	
Changing Results for Young Childrer	-	-	1,049	21,451	21,250	(201)	-0.94%
First Nation Student Transportation	-	-	473	33,053	13,549	(19,504)	-59.01%
Mental Health in Schools	-	6,230	74,270	122,845		(122,845)	
Safe Return to School	-	-	434,860	210,900		(210,900)	
Safe Return to Class	-	-	2,286,693	128,706		(128,706)	
HP Childcare Centre					19,800	19,800	
POPFASD - C.A.R.S.	2,939	3,762	3,486	-		-	
MCFD Early Years	-	69,974	58,771	120,054	145,832	25,778	21.47%
MDFC Middle Years	-	13,593	6,276	35,072	38,972	3,900	11.12%
	\$ 8,591,597	\$ 8,717,026	\$ 11,118,942	\$ 10,802,569	\$ 9,663,331	(1,139,238)	-10.55%
By Object Code							
Teachers	3,882,802	4,164,235	5,459,740	5,077,819	5,078,232	413	0.01%
Principals and Vice Principals	41,890	42,628	80,025	63,600	22,858	(40,742)	-64.06%
Education Assistants	494,720	477,857	709,780	516,000	519,200	3,200	0.62%
Support Staff	237,639	280,714	729,656	458,816	330,711	(128,105)	-27.92%
Other Professionals	-	-	11,545	-	-	-	
Substitutes	152,260	157,976	193,980	125,942	125,942	-	0.00%
	4,809,311	5,123,410	7,184,726	6,242,177	6,076,943	(165,234)	-2.65%
Benefits	1,173,089	1,203,035	1,553,825	1,461,158	1,429,152	(32,006)	-2.19%
Total Salaries and Benefits	5,982,400	6,326,445	8,738,551	7,703,335	7,506,095	(197,240)	-2.56%
Services and Supplies	2,609,197	2,390,581	2,380,391	3,099,234	2,157,236	(941,998)	-30.39%
	8,591,597	8,717,026	11,118,942	10,802,569	9,663,331	(1,139,238)	-10.55%

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H. Amended Budget Summary Page

	2022 / 2023 Preliminary Budget			2021 / 2022 Amended			June 30, 2023		
	Operating	Special	Total	Operating	Special	Capital	Total	Change Operating / Special	%
OPERATING REVENUE									
Grants									
Ministry of Education - Operating	69,202,320	7,688,727	76,891,047	67,991,333	8,877,443	76,868,776	76,868,776	22,271	0.03%
Other Ministry of Education	810,177		810,177	811,510		811,510	811,510	(1,333)	-0.16%
Provincial - Other	306,065	184,804	490,869	320,282	155,126	475,408	475,408	15,461	3.25%
Total Grants	70,318,562	7,873,531	78,192,093	69,123,125	9,032,569	78,155,694	78,155,694	36,399	0.05%
Tuition	2,538,000		2,538,000	2,175,000		2,175,000	2,175,000	363,000	16.69%
Other Revenue	205,290	1,789,800	1,995,090	203,957	1,770,000	1,973,957	1,973,957	21,133	1.07%
Rental Revenue	213,590		213,590	209,610		209,610	209,610	3,980	1.90%
Investment Income	100,000		100,000	80,000		80,000	80,000	20,000	25.00%
TOTAL OPERATING REVENUE	73,375,442	9,663,331	83,038,773	71,791,692	10,802,569	82,594,261	82,594,261	444,512	0.54%
Amortization of Deferred Capital			3,042,025			3,042,025	3,042,025	-	0.00%
STATEMENT 2 REVENUE	73,375,442	9,663,331	83,038,773	71,791,692	10,802,569	82,594,261	82,594,261	444,512	0.54%
OPERATING EXPENSE									
Salaries									
Teachers	29,192,624	5,078,232	34,270,856	28,349,424	5,077,819	33,427,243	33,427,243	843,613	2.52%
Principals and Vice-Principals	4,770,188	22,858	4,793,045	4,568,988	63,600	4,632,588	4,632,588	160,458	3.46%
Education Assistants	6,965,500	519,200	7,484,700	6,789,700	516,000	7,305,700	7,305,700	179,000	2.45%
Support Staff	8,113,440	330,711	8,444,151	7,894,340	458,816	8,353,156	8,353,156	90,995	1.09%
Other Professionals	2,319,082		2,319,082	2,068,838		2,068,838	2,068,838	250,244	12.10%
Substitutes	3,225,000	125,942	3,350,942	2,800,000	125,942	2,925,942	2,925,942	425,000	14.53%
Total Salaries	54,585,833	6,076,942	60,662,775	52,471,290	6,242,177	58,713,467	58,713,467	1,949,308	3.32%
Employee Benefits	12,839,940	1,429,152	14,269,092	12,238,731	1,461,158	13,699,889	13,699,889	569,203	4.15%
Total Salaries and Benefits	67,425,773	7,506,094	74,931,867	64,710,021	7,703,335	72,413,356	72,413,356	2,518,511	3.48%
Services and Supplies									
Services	2,294,561		2,294,561	2,202,661		2,202,661	2,202,661	91,900	4.17%
Student Transportation	19,000		19,000	19,000		19,000	19,000	-	0.00%
Professional Development and Travel	633,398		633,398	740,198		740,198	740,198	(106,800)	-14.43%
Rentals & Leases	11,500		11,500	158,449		158,449	158,449	(146,949)	-92.74%
Dues & Fees	89,100		89,100	89,100		89,100	89,100	-	0.00%
Insurance	165,000		165,000	160,000		160,000	160,000	5,000	3.13%
Supplies	2,333,747	2,157,237	4,490,984	2,819,936	3,099,234	5,919,170	5,919,170	(1,428,186)	-24.13%
Utilities	1,397,001		1,397,001	1,326,001		1,326,001	1,326,001	71,000	5.35%
Interest			13,719			1,572	1,572	-	
Amortization			4,095,959			4,091,659	4,091,659	4,300	0.11%
Total Services and Supplies	6,943,306	2,157,237	9,100,543	7,515,344	3,099,234	10,614,578	10,614,578	(1,509,735)	-14.26%
TOTAL OPERATING EXPENSE	74,369,079	9,663,331	84,032,410	72,225,365	10,802,569	83,027,934	83,027,934	1,008,776	1.21%
Net Operating Surplus (Deficit)	(993,637)	-	(993,637)	(433,673)	-	(433,673)	(433,673)	(564,264)	
Allocation of Surplus	1,606,467		1,606,467	1,459,345		1,459,345	1,459,345	147,122	
Allocation (to) from Local Capital	(612,830)		612,830	(1,025,672)		1,025,672	-	412,842	
Projected Operating Surplus/(Deficit)	(0)	-	(0)	(0)	-	(25,534)	(25,534)	(4,300)	
Unrestricted Surplus funds available	1,687,336								
Restricted Surplus funds available	475,000								

ITEM 5.3 Action

File No. 11200.20.2022-2023

TO: Committee of the Whole
FROM: C. Becker, Secretary-Treasurer D. MacLean, Director of Operations
SUBJECT: 2023 – 2024 Capital Plan Submission

Recommendation

THAT the following resolutions be approved:

THAT the following Major Capital Projects be submitted to the Ministry of Education for consideration of funding in the 2023-2024 five-year capital plan, in priority order in each category:

- **Addition:** **Albert McMahon Elementary**
- **New School:** **Cedar Valley Elementary School**
- **Replacement / Renovation:** **Mission Senior Secondary**
Hatzic Elementary School
- **Site Acquisition:** **Hatzic Area – for Hatzic Elementary Replacement**
Mission Secondary – for MSS Replacement
Silverdale Central Neighbourhood
 - **New site for new development in Central Neighbourhood Plan**
 - **Second new site for new development in Central Neighbourhood Plan**

THAT the following Building Envelope Capital Projects be submitted to the Ministry of Education for consideration of funding in the 2023-2024 five-year capital plan.

- **Building Envelop Program:** **Albert McMahon Elementary**
Ferndale Elementary

1. Summary:

This report summarizes the proposed submission for the Major Capital project funding requests, which must be submitted to the Ministry along with any supporting documentation, by June 30th, 2022, and the Building Envelope Program, which must be submitted by July 15, 2022.

Two separate board resolutions are required to support these submissions.

2. Background:

The first four major capital projects, and the land acquisitions to support these projects, have been in the requests for funding for a few years. The MSS replacement was previously considered as part of a Seismic upgrade but was removed from the approved projects last year. The school district was asked to resubmit the project request with this capital plan submission.

The Albert McMahon and Hatzic Elementary projects have been on the list as well and will need additional reports and information to support these applications. Staff have focused on the reports for MSS until now and expect to begin putting the project reports together for the Hatzic school replacement and the Albert McMahon expansion.

With the volume of development affecting the Albert McMahon catchment, the construction of a new school on the property the School District owns just off the north end of Cedar Street bears consideration. This was included in the plan submitted for the 2022-2023 plan. A project request fact sheet will need to be submitted with this in the next year or so, as it moves from five years out to more current years.

With the major capital projects, staff need to gather and supply additional information to the Ministry. This work will be completed in the next few weeks to support the board-approved submission.

The Building Envelope submission must be submitted before July 15, 2022. It includes the two buildings submitted for upgrades last year, that were not approved. Only buildings previously identified by the Ministry for Building Envelop improvements can be included in this capital plan submission.

3. Options:

- a. Submit as presented
- b. Reorder priority of projects
- c. Add projects
- d. Remove projects

4. Analysis and Impact:

- a. Strategic Plan Alignment
- b. Q'pethet Ye Tel:exw, Gathering to Understand: A Framework for Creating a Culture of Equity
- c. Funding Guidelines, Costing, & Budget Impact
- d. Policy, Legislation, Regulation
 1. Major Capital - 2023/2024 Major Capital Programs (excluding BEP and leases) 5-year capital plan submission is due on or before **June 30th, 2022**. A single board resolution specifically referencing the major programs 5-year capital plan submission is required and is to be uploaded into CAPS along with the submission. Ten-year enrolment projections are also required for this capital plan submission.
 2. Building Envelope Program (BEP) - 2023/2024 Building Envelope Program (BEP) capital plan submission is due on or before **July 15, 2022**. A single board resolution specifically referencing the BEP submission is required and is to be uploaded into CAPS along with the submission. Only schools which are flagged as BEP eligible can be added to a BEP submission.
 3. Minor Programs - 2023/2024 Minor Programs (BUS, CNCP, PEP, SEP) capital plan submission is due on or before *September 30th, 2022*. A single board resolution specifically referencing the minor programs capital plan submission is required and is to be uploaded into CAPS along with the submission.
- 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:

Roadrunners to Vietnam – March 9th – March 25th, 2023

Flights: TBD

Date	Destination	Transport	Schedule	Accommodations	Meals ** Not pre-paid
2023 –03-9th Thursday	Meet at MSS – 5:00pm Vancouver – to Taipei	Bus to Vancouver International Airport	Vancouver to Taipei 00:50am – 05:35am (March 10 th)	On route	Bfast – At Home Lunch – At home Dinner – In Transit**
2023–03–10th Friday	Da Nang	Airport Local Bus	Taipei to Da Nang 09:45am – 11:40am Opening Ceremony	On Route Village Home Stay (TBD)	Bfast – In Transit** Lunch – In Transit** Dinner – Loc Yen Village
2023–03–11th Saturday	Loc Yen Village	Walk	Work Day #1	Village Home Stay (TBD)	Bfast – Loc Yen Village Lunch – Loc Yen Village Dinner – Loc Yen Village
2023 – 03 –12 th Sunday	Loc Yen Village	Walk	Work Day #2	Village Home Stay (TBD)	Bfast – Loc Yen Village Lunch – Loc Yen Village Dinner – Loc Yen Village
2023 – 03 –13 th Monday	Loc Yen Village	Walk	Work Day (3)	Village Home Stay (TBD)	Bfast – Loc Yen Village Lunch – Loc Yen Village Dinner – Loc Yen Village

2023 – 03 – 14 th Tuesday	Loc Yen Village	Walk	Cultural Day – Activates in the village	Village Home Stay (TBD)	Bfast – Loc Yen Village Lunch – Loc Yen Village Dinner – Loc Yen Village
2023 – 03 – 15 th Wednesday	Loc Yen Village	Walk	Work Day (4)	Village Home Stay (TBD)	Bfast – Loc Yen Village Lunch – Loc Yen Village Dinner – Loc Yen Village
2023 – 03 – 16 th Thursday	Loc Yen Village	Walk	Work Day (5)	Village Home Stay (TBD)	Bfast – Loc Yen Village Lunch – Loc Yen Village Dinner – Loc Yen Village
2023 – 03 – 17 th Friday	Loc Yen Village	Walk	Work Day (6)	Village Home Stay (TBD)	Bfast – Loc Yen Village Lunch – Loc Yen Village Dinner – Loc Yen Village
2023 – 03 – 18 th Saturday	Loc Yen Village	Walk	Work Day (7)	Village Home Stay (TBD)	Bfast – Loc Yen Village Lunch – Loc Yen Village Dinner – Loc Yen Village
2023 – 03 – 19 th Sunday	Hotel (Tour) TBD	Walk Local Bus	Work Day #8 Closing Ceremony Final dinner - Dancing	Hotel (Tour) TBD	Bfast – Loc Yen Village Lunch – Loc Yen Village Dinner – Loc Yen Village

2023 – 03 – 20 th Monday	Hotel (Tour) TBD	Bus	Leave Village Tour Starts	Hotel (Tour) TBD	Bfast – Loc Yen Village Lunch – On route Dinner – Tour Hotel
2023 – 03 – 21 st Tuesday	Hotel (Tour) TBD	Bus	Tour	Hotel (Tour) TBD	Bfast – Hotel (TBD) Lunch – Hotel (TBD) Dinner – Hotel (TBD)
2023 – 03 – 22 nd Wednesday	Hotel (Tour) TBD	Bus	Tour	Hotel (Tour) TBD	Bfast – Hotel (TBD) Lunch – Hotel (TBD) Dinner – Hotel (TBD)
2023 – 03 – 23 rd Thursday	Hotel (Tour) TBD	Bus	Tour	Hotel (Tour) TBD	Bfast – Hotel (TBD) Lunch – Hotel (TBD) Dinner – Hotel (TBD)
2023 – 03 – 24 th Friday	Hotel (Tour) TBD	Bus	Tour	Hotel (Tour) TBD	Bfast – Hotel (TBD) Lunch – Hotel (TBD) Dinner – Hotel (TBD)
2023 – 03 – 25 th Saturday	Da Nang to Taipei Taipei to Vancouver Parent Pick up -YVR	Bus Airplane	Da Nang to Taipei 14:10pm – 17:55pm (March 25 th) Taipei to Vancouver 23:55pm – 19:20pm (March 25 th)	On Route	Bfast – Hotel (TBD) Lunch – On Route** Dinner – On Route**

Emergency Contact Procedures:

1. Questions to ask yourself in an emergency.
 - A. Is it a true emergency?
 - B. Do I want this to disrupt my child's trip to Belize?
 - C. By contacting my child will it solve the emergency?
2. Contact Mission Secondary School - Office Staff – 604-826-8187
3. The office staff can get in touch with the Administration for the school who can contact Mr. Matheny in Vietnam.
4. Contact Kevin Matheny@mpsd.ca or through WhatsApp – 604-312-7283
5. Be aware of the fact that it might take time to receive an answer. It is a different time zone and the internet is not set up the same way it is here. Remember – It is not an instant world everywhere.
6. Don't panic if you don't hear back. The teaching staff will be checking messages regularly.
7. If there is a problem in Vietnam we will get in touch with you (best option contact list).

EXTENDED OR INTERNATIONAL TRAVEL APPLICATION FORM

Date Submitted:

1. Sponsoring School (s): *Mission Secondary School*
2. Destination: *Vietnam – Loc Yen Ancient Village – Tien Canh commune, Tien Phuoc district (close to DaNang in central Vietnam)*
3. Departure and arrival times: *March 9th-25th, 2023 – Flights to be determined soon*
4. Date Excursion and Number of Instructional Days (if any): *March 9th-25th, 2023 – there will be two missed instructional days (March 9th and 10th).*
5. Description of Activity (name of event if known; program / team involved; etc.): *Global Education is a class with a humanitarian practicum. The core values of poverty are explored and an infrastructure project is planned in a location somewhere in the world. A cultural exchange will take place.*
6. Number and Grade Level of Students: *28 students (class list still being finalized), Grades 10-12. Priority is given to grade 12 students first. We also have a grade 8 student (whom is my daughter).*
7. Plans for Curricular / Instruction / Assignment make-up: *Assignments and curricular activities will take place while on the trip. Assignments will also occur during class time once the trip is completed.*
8. Names of Supervisors (name and indicate whether parent of teacher):
 1. Teachers : *Kevin Matheny, Alison Fyles, Lorraine Mar, Darryl Strange, Rose Daigle, Kathryn Payne. We are including a grad student (Haley Cripps) of our program.*

No Parents are going on this trip.

9. Outline Past Experience of Supervisor(s) / Coach(es):

Kevin Matheny: 22 past Global Education Trips

Alison Fyles: 2 past Global Education Trips

Lorraine Mar: 2 past Global Education Trips

Darryl Strange: 1st Global Education Trip

Rose Daigle: 1st Global Education Trip

Kathryn Payne: 1st Global Education Trip

10. Method of Travel and Names of Carrier(s): **Airplane (TBD), Local Transportation – bus, train,**

11. APPROPRAITE FUNDING PRACTICES

- a. What is the total per pupil cost for the excursion? **\$3000-\$3500 approximately**
- b. Of the total per person cost, how much is each pupil required to pay? **\$3000-\$3500 approximately.**
- c. What is the source of funds when there is a difference between (a) & (b)? **Fundraising efforts will attempt to offset the overall costs.**
- d. How much is each supervising staff required to pay? **\$2000**
- e. What is the total cost of the excursion? **Project (a library) \$10,000. Travel costs for group \$120,000 approximately overall costs for group expenses.**
- f. If a tour agency has been used to assist in the arrangements, what is the name of the agency? Who is the contact person? **Flight Center-Belinda (Phone) 604 495 8581**
- g. If other agencies are contributing to costs of the excursion, please identify agencies and their estimated contributions. **None at this time.**

12. APPROPRAITE LIABILITY COVERAGE

- a. Have arrangements been made to assure that all students and supervising staff have :
 - i. Accident Insurance? *Yes*
 - ii. Health Insurance? *Yes*
 - iii. Cancellation Insurance? *Yes*

13. APPROPRIATE ACCOMMODATION ARRANGEMENTS

Describe the accommodation arrangements. (If your students are being billeted, a contact name is needed for each billet). *Students will be staying in dorms and/or hotels. Adult supervisors will be in the same accommodations as the students throughout the trip.*

14. APPROPRIATE ACCOMMODATION ARRANGEMENTS

- a. What is the ratio of supervisor to student? *4 to 1*
- b. What strategies have the supervisors / coaches planned to assure the safety and appropriate supervision of the students? *Appropriate clothing with be mandatory to avoid prolonged exposure to the sun. Regular water breaks will occur. Move in groups. Strength in numbers. Try not to move around at night. Regular group meeting. Teachers also will have smaller groups (small groups within the large group). Students will not swim without a parent around. Students will be in groups while in shopping areas and adults will be present.*

15. If travelling out of the country, what provisions have been made regarding proof of citizenship or immigration status? *Students will have valid passports and supervisors are given copies of passports as well as district permission forms signed by parents. The group will have direct contact with Canadian embassy. All group members will be vaccinated for CV19.*

16. APPROPRAITE PARENT INPUT

- a. Have parents been surveyed regarding their support for the trip? *First Parent was on Thursday May 5th, 2002.*
- b. Will parents be asked to contribute either time or funds? (please explain). *Parents will be asked to supply both. Global Education requires the full support of families in order to raise the needed funds for our project. We have numerous fundraising events that parents will participate in and support. The largest event will be in November 2022 when we host our annual dinner and auction.*

17. APPROPRAITE USE OF THE INSTRUCTION / LEARNING TIME

What specific section of the curriculum is related to the excursion? ***This locally developed course has many cross curricular avenues to explore. Specifically, this course closely falls under Social Justice. The course has been designed to address the concerns facing the developing world as well as our own and to better understand the interconnectedness of all human beings. It was created to teach about global citizenship, which is:***

- *A way of understanding---how the world works, links between our own lives and those of people throughout the world.*
- *A way of seeing--- social justice and equity, other people's reality, diversity, interconnectedness, and the way that people can make a difference.*
- *A way of acting---exercising political rights, critical thinking, and challenging injustice*

The aim of this curriculum is:

- *It helps prepare students to be active, responsible citizens*
- *It helps engage students in the democratic process and to be aware of other cultures and different political ideas.*
- *To help others become aware of their capacity to effect change in their communities, society and the world.*

- a. What are the learning outcomes planned for the excursion? *To understand the idea of poverty and how it is connected throughout the world. To understand that we are all part of a global village and the interrelationships are critical to open-mindedness and compassion for other human beings.*
- b. How will the students' success in achieving the outcomes be measured? *There consistent and accurate evaluation included post trip interviews and reporting.*
- c. Describe the educational preparation students will receive prior to the excursion. *This class will meet on a regular bases to cover various topics (see course outline).*
- d. What follow-up educational activities are planned for the students? *Interviews, peer to peer presentations, community presentations and written response to questions about their international experience.*
- e. What monitoring activities are planned during the excursion to assure that students are achieving the educational experience intended? *We have several ways that this will occur. Informally through discussions. Group circle sharing, journaling, Rooming assignments that allow for students to discuss the events occurring around them.*

18. APPROPRIATE USE OF STAFF TIME

- a. What evidence is there that the supervising staff has experience to assist the students in the educational outcomes intended? *Kevin Matheny has done 21 past trips and has already been to Vietnam (without students). He also has completed his graduate diploma under the topic of Global Education. Three past trips from Mission Secondary have already occurred (Fiji, Cambodia, Chile). The teaching staff that are also supervising this trip have already had several experiences doing Global Education trips.*
- b. If students regularly assigned to supervising staff will not be participating in the excursion, what measures have been taken to assure that the quality of instruction these children will receive during staff absence is suitable? *This will not occur. Students going on this trip will participate in all activities.*

19. APPROPRAITE STUDENT ACCESS

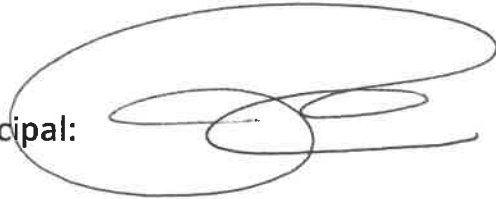
- a. What are the qualifying factors (if any) required of participating students? *Proper behavior in school and in society.*

- b. Have any students been excluded because of an inability to pay? *No All students are made aware of the cost well in advance of their commitment to the class.*
- c. What arrangements have been made for students who require financial assistance? *Sponsorship with individuals in the community.*
- d. If substitute (TTOC) time is required, how will the cost be borne? *Teachers will access Pro-D and Discretionary Days and the remaining will be covered within Mission Secondary School.*

(NOTE: PLEASE ATTACH A COPY OF THE ITINERARY) – *I am currently waiting on the details for the itinerary.*


20. Signatures of the application

Principal:



Teacher Sponsor (s): (Name) – signature

Kevin Matheny



Board / Superintendent (or Designate) Approval:

Date:

ITEM 6.2	Information	File No.
TO:	Board of Education	
FROM:	A. Wilson, Superintendent of Schools	T. Loffler, Board Chair
SUBJECT:	Framework for Enhancing Student Learning - Peer Review Feedback Report	

1. **Summary:** The Superintendent will share the Peer Review Feedback report
2. **Background:**
3. **Options:**
4. **Analysis and Impact:**
 - a. Strategic Plan Alignment
 - b. Q'pethet Ye Tel:exw, Gathering to Understand: A Framework for Creating a Culture of Equity
 - 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:**
 - Peer Review Letter
 - SD75 Peer Review Feedback Report Final



June 8, 2022

Ref: 281612

Angus Wilson
Superintendent
School District No. 75 (Mission)

Email: angus.wilson@mpsd.ca

Dear Angus Wilson:

RE: Framework for Enhancing Student Learning Peer Review Report

Please let me express my thanks to you and your team for all the work on the District strategic plan and Enhancing Student Learning Report, and for your participation in the option two peer review process. It is encouraging to see, for your local community and others, the deep focus you are bringing to help all children succeed in life.

As you know, the Ministry of Education and Child Care is endeavouring to fully implement the Framework for Enhancing Student Learning, premised on deep collaboration with the school districts and their teams. The spirit and intent of the Framework is to align our efforts across the system to collectively and continuously improve outcomes for all students in British Columbia, with a particular focus on addressing persistent equity gaps. Importantly, the intent is a fundamental shift from previous system accountability approaches based on compliance and a narrow vision of student achievement – and those used in many other jurisdictions – to one that is based on the whole human being (the “Educated Citizen”) and is co-developed with education partners and rightsholders.

In this light, and guided by our education partners, we initiated for the first time in 2021/22 a process to bring together multiple perspectives to review districts’ continuous improvement plans and strategic plans and provide constructive feedback for districts’ consideration. In collaboration with the BCSTA, BCSSA, BCASBO, BCPVPA, FNEESC and MNBC, the Ministry worked with an experienced facilitator, Sandra Herbst, over several months to co-construct quality indicators, and to design and implement a process for reviewing all 60 school district Enhancing Student Learning Reports. This approach included option two, which provided districts with the opportunity to participate in the review process more deeply.

As you know, each option two district engaged in a self-assessment followed by a focussed conversation with a peer review team. During the focussed conversations, districts both generated and received feedback to inform their continuous improvement processes and support future planning.

.../2

Using the co-constructed quality descriptive statements for effective strategic and continuous improvement planning as a guide, district and peer review teams constructed descriptive and objective feedback for option two districts in three focus areas:

- school, district, and provincial data;
- strategic engagement; and
- alignment of planning efforts with goals.

For each focus area, the district and peer review teams utilized a group protocol to arrive at district **strengths** with supporting evidence, **considerations** for the district with supporting evidence, and **mediative questions** (open-ended and designed to support reflection).

The Ministry is pleased to share with you this co-created report resulting from the District's focussed conversation, which provides feedback in relation to the three previously mentioned focus areas associated with effective continuous improvement planning.

Please allow me to emphasize that the intent of this feedback is to support continuous improvement, and that it is intended to build upon what is already recognized as a deep commitment to improving student outcomes in the School District.

Through this work, we continue to collectively build capacity within the education system and foster robust strategic and continuous improvement planning practices to enhance educational outcomes for all students. The work we are undertaking together, as one system, is foundational to our shared purpose of developing educated citizens and to addressing persistent inequities in opportunities and outcomes for Indigenous students, students with disabilities/diverse abilities and children and youth in care.

I look forward to continuing to refine our continuous improvement review program based on your input, and to improving our shared efficacy around effective planning for the benefit of all students in BC.

Sincerely,



for Christina Zacharuk
Deputy Minister

Attachment 1 – Final Peer Review Feedback Report

pc: Tracy Loffler, Board Chair, tracy.loffler@mpsd.ca
Corien Becker, Secretary Treasurer, corien.becker@mpsd.ca

Peer Review Feedback 2021/22

SCHOOL DISTRICT NO. 75 (Mission)

BOARD CHAIRPERSON: Tracy Loffler

SUPERINTENDENT: Angus Wilson

The information below was gathered through a generative conversation between the district and peer review team and is intended to provide feedback in relation to three key areas of your district's continuous improvement planning. This feedback affirms the good work that is happening in your district as well as outlines some specific considerations and questions for your reflection, to help inform your work to support successful outcomes and improve equity of outcomes for all students.

FOCUS AREA 1

Reviewed, analyzed, and interpreted classroom, school, district, and provincial data (including the Framework required data set) to illuminate emerging areas of need and inequities of student learning outcomes and to determine progress being made.

DISTRICT STRENGTH: *The district shows relatively equitable outcomes, as well as a strong focus on using data to improve outcomes for children and youth in care and students with disabilities or diverse abilities. The district differentiates progress made with respect to children and youth in care and students with disabilities or diverse abilities while acknowledging that more work is needed. The district also links improving outcomes for children and youth in care to their decision to invest in a "Children and Youth in Care Advocate."*

SUPPORTING EVIDENCE: *Students with disabilities and/or diverse abilities have lower outcomes on FSA's (both numeracy and literacy) at both grade 4 and 7 (exception: grade 4 numeracy) relative to provincial averages.*

ADDITIONAL DISTRICT STRENGTH: *A strength to note is the district's use of classroom and individual student data, which includes both qualitative and quantitative sources of information.*

ADDITIONAL SUPPORTING EVIDENCE: *Classroom level data used (Joyful Literacy in K-1).*

Peer Review Feedback 2021/22

CONSIDERATION: *The district may consider further investigating local data and determining a way to evaluate whether data collection and programs and strategies developed as a result are working. Sharing the classroom/school level evidence that helps inform decisions may also be a beneficial practice.*

SUPPORTING EVIDENCE: *The introductory paragraph indicates that additional data is used beyond the FSAs and other Provincial data. However, classroom-based data is not included. The district further noted that there has been no comprehensive work to assess local initiatives and programs.*

ADDITIONAL CONSIDERATION: *The district may consider developing strategies to improve outcomes for marginalized students, as overall results are below provincial averages, particularly for these students. The district has identified student absenteeism, particularly for Indigenous students, as a significant challenge. While the district notes that some Indigenous students attended MPSD Band Outreach schools part-time last year, the analysis provided does not further examine why these students are making this choice.*

ADDITIONAL SUPPORTING EVIDENCE: *In grade 10 English, the overall number of students missing 20+ classes was 18%; for Indigenous students, it was 34% - almost double the overall average.*

MEDIATIVE QUESTION: *How might the district prioritize a greater variety of data (local and classroom), different models of capturing student stories, and utilize these data sources as part of their continuous improvement plan?*

ADDITIONAL QUESTION FROM THE DISTRICT: *Are there actions the district can do with the Ministry or other districts to improve the overall reaction of teachers/locals to the FSA and similar assessments?*

Commented [DCE1]: I wonder if we should include a sub-heading here that this is an additional mediative question provided by the district - given that this wasn't necessarily discussed in the focussed conversation

FOCUS AREA 2

Activated an effective strategic engagement process, with a priority on engaging Indigenous peoples and communities, First Nation communities, and other equity seeking groups.

DISTRICT STRENGTH: *The district has good structures in place to support engagement with local communities and organizations, including a strong focus on Indigenous engagement enabled by their close-knit community.*

Peer Review Feedback 2021/22

SUPPORTING EVIDENCE: *Special committee meetings with the Board that are open to the public, direct meetings with First Nations, monthly meetings with siwal si'wes, a policy working group with Indigenous communities, and Equity path.*

ADDITIONAL DISTRICT STRENGTH: *The district's equity scan clearly shapes district planning, as demonstrated by the strong link between their equity scan and the goals in their Strategic Plan and Enhancing Student Learning Report.*

ADDITIONAL SUPPORTING EVIDENCE: *"Honoring the Culture and Territory" is included under goal implementation, and there was evidence of the commitment to equity in each objective, and in all applicable goals, strategies, and measures.*

CONSIDERATION: *To enhance transparency, the district may consider documenting how, when, and why engagement is happening, as well as showing how the engagement is impacting the structures and processes. Additionally, the district could clarify how and when First Nations, parents, and partners are engaged in conversations and given the opportunity for input into district continuous improvement planning.*

SUPPORTING EVIDENCE: *As discussed between the District Team and the Peer Review Team during the Mission Peer Review meeting.*

MEDIATIVE QUESTION: *How might the district enhance the quality of their strategic engagement and communication approach? How might it include students, stakeholders, Indigenous communities, and other community members who represent the breadth and diversity of perspectives?*

ADDITIONAL QUESTION FROM THE DISTRICT: *What actions could be recommended to enhance the district's engagement?*

FOCUS AREA 3

Adjusted their District Operational Plans to align with their student learning goal(s) as articulated within the Board's Strategic Plan.

DISTRICT STRENGTH: *The district has clearly and publicly aligned its budget with the goals and strategies outlined while monitoring and adjusting the budget through ongoing assessment. This is expressed in an easy-to-follow manner through the Enhancing Student Learning Report and the Strategic Plan.*

Peer Review Feedback 2021/22

SUPPORTING EVIDENCE: Pages 4-9, Enhancing Student Learning Report

CONSIDERATION: The district may consider clarifying the alignment of school plans and operational plans (financial, HR, IT, facilities) to the Board's strategic plan goals and equity scan, showing how school and operational plans support the strategic plan and equity scan.

SUPPORTING EVIDENCE: The report does not reference other planning processes in the district or how these plans are aligned with strategic objectives.

ADDITIONAL CONSIDERATION: Another area of further consideration may be how the district can provide more information about whether school plans and operational plans are aligned with Local Education Agreements and Enhancement Agreements.

ADDITIONAL SUPPORTING EVIDENCE: Pages 6-10, Enhancing Student Learning Report

MEDIATIVE QUESTION: How might the district help Principals align school growth plans with the Strategic Plan and equity scan?

How might budget development and the engagement process be designed to support further alignment between student learning plans and the district's strategic and operational plans?

ADDITIONAL QUESTION FROM THE DISTRICT: Are there recommendations on how to improve this alignment?

We would like to acknowledge and thank you for your diligence in creating your district's inaugural Enhancing Student Learning Report. As you know, this is our first year of full implementation of the Framework for Enhancing Student Learning, and our goal throughout this process has been to create opportunities for reciprocal peer-based learning, where we collectively build capacity within the education system and continuously improve strategic and continuous improvement planning processes to enable better outcomes for all students in BC.

If there are any questions regarding this report, please email: educ.framework@gov.bc.ca

Trades & Training Advisory Committee Mtg 4:00pm

October 13, 2022	Heritage Park Middle School Cafetorium
February 16, 2023	Heritage Park Middle School Cafetorium
June 8, 2023	Heritage Park Middle School Cafetorium

Committee of the Whole (Public) 3:30 PM

September 13, 2022	ZOOM
October 4, 2022	ZOOM
December 6, 2022	ZOOM
January 10, 2023	ZOOM
SCOTW RE: Amended Budget January 24, 2023	ZOOM
February 7, 2023	ZOOM
SCOTW RE: Amended Budget February 14, 2023	ZOOM
March 7, 2023	ZOOM
April 4, 2023	ZOOM
May 2, 2023	ZOOM
SCOTW RE: 2023/24 Budget May 9, 2023	ZOOM
SCOTW RE: 2023/24 Budget May 30, 2023	ZOOM
June 6, 2023	ZOOM
SCOTW RE: 2023/24 Budget June 13, 2023	ZOOM

BCPSEA: Fall Symposium November 7 and 8, 2022

BCSTA Trustee Academy: November 30 - December 2, 2022

FNESC Annual Indigenous Education Conference: December 8-10, 2022

BCPSEA AGM: January 2023 TBD

BCSTA AGM: April 27 - 30, 2023

School Breaks

Winter Break: December 19, 2022 - January 2, 2023

Spring Break: March 13, 2023 - March 24, 2023

MPSD Retirement Dinner (tentative): June 15, 2023 at 6:00 PM

ITEM 6.4 Action File No.

TO: Board of Education
FROM: T. Loffler, Board Chair
SUBJECT: Annual Board Work Plan

Recommendation

THAT the draft Annual Board Work Plan for 2022/2023 be approved in principle and refer to the September board meeting for finalization.

1. Summary:

The 2022/2023 Board Workplan is presented for consideration, to help clarify the duties, responsibilities, and leadership plans for the Board.

2. Background:

Annually, the Board reviews and approves an annual work plan. The updated plan attached, separates the types of activities, to provide more clarity on what is required of the Board.

3. Options:

4. Analysis and Impact:

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

5. Public Participation:

6. Implementation:

7. Attachments:

Annual Work Plan

2022-2023 Annual Board Work Plan - DRAFT JUNE 2022

Month	Committee of the Whole Meetings		Board Meetings		Additional Meetings
	Leadership	Presentations	Leadership	Reports and Governance Oversight	
September	Acknowledge the year's Sacred Teaching	Curriculum plans for Year	Chair / Vice-Chair Election	School Opening Report	
	Motions to BCSTA PC Board Work Plan		Acknowledge the year's Sacred Teaching	Summer Learning Report	
			Meet with Auditor Re: Financial Statements	SOFI Report	
			Board Work Plan	Executive Compensation	
			FSA Letter to Parents	Financial Statements and Audit Findings	
			Borrowing Resolution	FESL Report	
			Minor Capital Plan	Annual Report / FSD&A	
		Consider Motions to BCSTA PC	Annual Report / FSD&A		
October	Equity, Diversity, & Inclusion Policy	Finance Dept		School Growth plans for 2022/2023	Trades Committee
	Policy Reviews			Superintendent Growth Plan	Board / DPAC
	Equity Scan			Bargaining Updates	Board / Student Councils BCSTA Fraser Valley Branch Meeting
November	Policy Reviews	International Education Dept	Inagural Meeting - Elect Board Chair / Vice Chair	Quarterly Report - as of Sept 30 - includes enrolment, employee summaries	BCPSEA Fall Symposium
		ELL Review	Trustee Committee / Liaison Appointments	Bargaining Updates	Full Board / First Nations
December	Strategic Plan Review		Motions for BCSTA AGM/PC		BCSTA Trustee Academy
	Policy Reviews		School Site Acquisition Charges Bylaw		BCSTA Provincial Council
	Enrolment Growth / Development Review		Long Range Facility Plan		FNESC Conference
	Long Range Facility Plan		Long Range Facility Plan		Board/MLA Meeting
	Budget Priorities - 21/22 Amended & 22/23 - link to Strategic, IT, LRF, plans etc				
January	Trustee Disclosure Forms January 15	Indigenous Education Dept	Strategic Plan Updates		BCPSEA AGM
	Policy Reviews		Superintendent's Mid-Year Report		Board/First Nations [2]
	21/22 Amended Budget Discussions		Review Auditor Appointment		Joint SD75 & City Meeting
			Boundary Review		(01/31/2023 2pm, COM Host)
			23/24 School Calendar Consultation	Bargaining Updates	

2022-2023 Annual Board Work Plan - DRAFT JUNE 2022

Month	Committee of the Whole Meetings		Board Meetings		Additional Meetings
	Leadership	Presentations	Leadership	Reports and Governance Oversight	
February	23/24 School Calendar consultations	Operations Dept - Buildings	23/24 School Calendar Approval/Submission	Quarterly Report - as of Dec 31	BCSTA Provincial Council Feb24-25
	Climate Change Policy	- Grounds - Transport - Information Technology	21/22 Amended Budget Bylaw	22/23 Enrolment Projections	Board / Student Councils BCSTA FV Branch AGM Joint Partner Liaison and Board Chair Meeting (Feb 9,10) Board/First Nations [3] Trades Training Committee Meeting
March	Mental Health Review	Student Services Dept	MTU Education Leave Requests		Board / DPAC
	Update Budget Priorities		22/23 School District Calendar		Board / First Nations [4]
April	Review Strategic Plan with budget	Human Resources Dept		22/23 Annual Facilities Grant PRESENTATION: Students to present post Costa Rica and Vietnam trips	BCSTA AGM Board/City Meeting
	2023/2024 Budget Reiew		22/23 Preliminary Budget Board Governance Self Review	Review EDI & MDI data	
May	New Board Authorized Course review			Quarterly Report - as of March 31	Board / Student Councils
	2023/2024 Budget Review			Major Capital Plan Trustee Remuneration	Board/MLA Meeting
June	2023/24 Board Meetings Calendar		New Board Authorized Course approvals Superintendent Year End Report	Superintendent's Year End Report	Employee Recongition & Retirement Events
	2023/24 Draft Board Work Plan		22/23 Preliminary Budget Bylaw Exempt Compensation Review	Reflect on School Growth Plans	School Functions (Grad)
	Reflect on School Growth Plans		Complete Superintendent Growth Plan Review	International Student Fees	Trades Training Committee Meeting
			Major Capital Plan 2023/2024 Preliminary Budget Bylaw	Riverside Tuitions	Board/First Nations [5]

Other Information

-Ongoing advocacy work with Municipal and Provincial Governments

- Safer Schools Together Report Review - Date to be determined

- Trustee Election/Support & training for new trustees - December 2022

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

**May 17, 2022, 6:30 pm
Heritage Park Middle School
33700 Prentis Avenue, Mission, BC**

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

Members Absent: Trustee, Rick McKamey

Staff Present: Superintendent of Schools, Angus Wilson
Secretary-Treasurer, Corien Becker
Assistant Superintendent, Karen Alvarez
Director of Operations, Dana Maclean
Executive Assistant, Ilona Schmidt (Recorder)

Others Present: CUPE President, Nansy Gibson, DPAC Chair, Cheryl Blondin,
MTU President, Ryan McCarty, Jodi Marshall, Transportation,
Angela Condon, Principal.

1. CALL TO ORDER

The meeting was called to order at 6:30 pm by the Chairperson. The Chair acknowledged that Mission Public Schools is held on Stó:lō Territory. There are five First Nation Bands within the boundaries of the Mission School District: Sq'ewlets, Leq'á:mel, Sema:th, Matheqwí, and Qwó:ltl'el First Nations.

2. ADOPTION OF AGENDA

MOVED and Seconded that the Agenda be adopted as presented.

CARRIED

3. DELEGATIONS/PRESENTATIONS

4. UNFINISHED BUSINESS

5. STAFF REPORTS

5.1 Reporting out from Closed Meeting

Personnel and legal matters

5.2 COVID Update

Many things are back to normal. Covid transmission continues.

Long-term impacts province-wide - significant increase in bullying, violence, and anti-social behaviour.

5.3 Capital Plan Bylaw No. 2022/23-CPSD75-02

MOVED and Seconded THAT the required three (3) readings for Amended Capital Bylaw No. 2022/23-CPSD75-02, a bylaw for the Amended 2022/2023 Capital Plan, be carried out at one meeting.

CARRIED

THAT the first reading of Amended Capital Bylaw No. 2022/23-CPSD75-02, a bylaw for the Amended 2022/2023 Capital Plan, be approved.

CARRIED

THAT the second reading of Amended Capital Bylaw No. 2022/23-CPSD75-02, a bylaw for the Amended 2022/2023 Capital Plan, be approved.

CARRIED

THAT the third and final reading of Amended Capital Bylaw No. 2022/23-CPSD75-02, a bylaw for the Amended 2022/2023 Capital Plan, be approved.

CARRIED

The Secretary-Treasurer provided that the original capital bylaw was approved a month ago. An amendment is needed.

5.4 School Bus Replacements - Electric Bus Option

MOVED and Seconded THAT a resolution regarding purchasing electric school buses be considered:

THAT Bus Unit # 1750 be replaced in the 2022/2023 budget year with an electric bus;

AND THAT the additional cost for the electric bus of \$111,500 be funded from surplus.

DEFEATED

The cost information was provided. Range may be an issue - the one bus we have needs to be charged between morning and the afternoon run, so it cannot be used for field trips. Some surplus funds are available.

Electrical upgrades are needed to accommodate more electric buses.

5.5 2022-23 Enrolment Projections

We are down 4 divisions in Elementary. We are up at Middle and Secondary. It has an impact on physical space. We are watching elementary closely. Principals update their spreadsheets weekly. We may need to add a class or two in September. Families with kindergarten children are encouraged to register ASAP. (Ad to be placed in Mission Record and on Social Media)

No in-catchment children have been wait-listed.

We have a large number of cross-boundary student requests, which will be confirmed in September (less than 50).

The Secretary-Treasurer noted p. 15 of the agenda has an error - change showing positive should be negative. We are up 0.8 division in elementary.

The reduction of students in K is 80 students

5.6 Quarterly Report (to 03/31/2022)

Was presented for review. The Board appreciated a quick summary and how it follows the Strategic plan.

Note: p. 19 under financial summary - reporting policy - correct typo

6. NEW BUSINESS

6.1 Amending Board Meeting Procedures

MOVED and Seconded THAT the Board Meeting Procedures be amended to replace “Section 1.1.1.” about holding the Inaugural Meeting and the Oath of Office of the Board of Education as soon as possible after the School Trustee Elections, on the Tuesday after the first Monday in November.

CARRIED

This change would allow for the New Board to be sworn in ASAP
Inaugural meeting - oath of office - not an official business meeting.

6.2 Elections Bylaw

MOVED and Seconded THAT the required three (3) readings for Trustee Elections Bylaw No. 2022-3, a bylaw for the Election of School Trustees to the Board of Education, be carried out at one meeting.

CARRIED

THAT the first reading of Trustee Elections Bylaw No. 2022-3, a bylaw for the Election of School Trustees to the Board of Education, be approved.

CARRIED

THAT the second reading of Trustee Elections Bylaw No. 2022-3, a bylaw for the Election of School Trustees to the Board of Education, be approved.

CARRIED

THAT the third and final reading of Trustee Elections Bylaw No. 2022-3, a bylaw for the Election of School Trustees to the Board of Education, be approved and finally adopted.

CARRIED

Most notable change - District of Mission changed to the City of Mission. With the adoption of this bylaw, the old one is repealed.

6.3 Trustee Elections - Appointing Election Officials

MOVED and Seconded That Jennifer Russell be appointed as Chief Election Officer for the purpose of conducting the 2022 Trustee Elections for School District No. 75 (Mission) within the City of Mission; and

That Christine Brough and Connie Cooper be appointed as Deputy Chief Election Officers for the purpose of conducting the 2022 Trustee Elections for School District No. 75 (Mission) within the City of Mission; and

That Jaime Van Nes be appointed as the Chief Election Officer for the purpose of conducting the 2022 Trustee Elections for School District No. 75 (Mission) within Areas F, G, and a portion of C of the Fraser Valley Regional District; and

That Pam Loat, Lauren Olynick, and Shayla Berthelet be appointed as Deputy Chief Election Officers for the purpose of conducting the 2022 Trustee Elections for School District No. 75 (Mission) within Areas F, G, and a portion of C of the Fraser Valley Regional District; and

That the Secretary-Treasurer be authorized to execute agreements with the City of Mission and the Fraser Valley Regional District for conducting the Trustee Elections on behalf of School District #75 (Mission).

CARRIED

Municipalities run their elections at the same time.

A comment was made that the election process has worked very well in the past. City Election Officers are very helpful. Corporate officers of the City get extensive training through LGMA.

6.4 **Trustee Candidate Information Session**

The Superintendent will offer an information session for potential trustee candidates in-person on June 7, 2022, at 6:30 pm at HPMS Cafetorium.

6.5 **School Growth Plans**

The Superintendent discussed with principals to have plans available for September. The emphasis of the school plans is aligning the plans to the Strategic Plan.

Principals have been teaching very often, and the plans may not be perfect, coming out of a couple of difficult years. The Board is aware of the staff shortages, and how much work the pandemic has brought upon the principals.

FESL/Ministry has directed us to tie our school plans to the Strategic Plan.

7. MINUTES OF PREVIOUS MEETINGS

7.1 **Board of Education Public Meeting Minutes, April 19, 2022**

MOVED and Seconded that the Board of Education Public meeting minutes dated April 19, 2022, be approved.

CARRIED

8. INFORMATION ITEMS

9. CORRESPONDENCE

9.1 **Dewdney Name**

Students & Social Studies teacher - speaks volumes that students are looking at Truth & Reconciliation and that they are seeking change. Trustees are in agreement that the learning experience /educational aspect is good.

10. COMMITTEE MINUTES/LIAISON REPORTS

Trustee Liaison Activities included:

- April 19, 25 & May 9, 11, 12, 16 FESL Peer Review Meetings (for other districts)
- April 21-24 BCSTA AGM and Director's meetings
- April 26 PATH Walkthrough with Vivian Searwar
- April 28 Jo Chrona Pro-D on Bias, Privilege and Anti-racism
- May 4 - Mission's District Peer Review meeting
- May 6 - "Important Person to Me" Breakfast at Hatzic Elementary
- May 13, 14 BC School Sports AGM in Victoria
- BCSTA AGM
- Siwal Si'wes Board PATH intro
- Committee of the Whole

- External - Heritage Commission and Mission Community Foundation (AGM coming up, announcement about scholarships for MPSD)
- MSS career advisor RE: careers in Trades
- Equity Path
- BCCWIT - women in trades
- GW Cook Awards
- Siwal Si'wes - territory acknowledgement to include Suma:th
- Policy Working Group at Siwal Si'wes
- DPAC

11. ANNOUNCEMENTS

12. QUESTION PERIOD

MTU inquired about Enrolment projections - Are we bringing any more portables to MSS? Not at this time. Possibility of a partition.

A question was asked about “students disappearing” Some students have gotten involved in pharmaceuticals and stopped enrolling, and some moved out of the area.

CUPE showed support for the learning experience instead of changing the names of places. We need to teach instead of erasing the past.

13. ADJOURNMENT

MOVED and Seconded that the Board adjourn the meeting.

CARRIED

The meeting adjourned at 7:45 pm.

Chair, Board of Education

Secretary-Treasurer

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

Corien Becker

From: Planning <planning@mission.ca>
Sent: Wednesday, May 18, 2022 1:29 PM
To: Corien Becker
Cc: Barclay Pitkethly; Connie Cooper
Subject: Official Community Plan Amending Bylaw Referral - Silverdale Comprehensive Planning Area: Central Neighbourhood
Attachments: OCP Referral - Silverdale Central Neighbourhood Plan - School Board.pdf

In compliance with Section 475 of the *Local Government Act* (copy attached), please advise whether your organization has any information or comments with respect to proposed OCP Amending Bylaw 6103-2022-5670(35) for the purpose of comprehensive land use planning within the Silverdale Comprehensive Planning Area: Central Neighbourhood. A copy of the proposed amending bylaw is enclosed to assist your assessment of this proposal. If you require further background information, please visit engage.mission.ca/cnp.

Please provide your comments by 4:00 pm on Wednesday, June 22, 2022. Should no response be received by this date, the City will assume you have no comments on the proposal.

Forward your comments to Barclay Pitkethly, Deputy Chief Administrative Officer, via email at bpitkethly@mission.ca

Kind regards,
Monica Stuart

Planning

City of Mission

Planning - Development Services
8645 Stave Lake St, Mission, BC, V2V 4L9
Office: 604-820-3748 | Fax: 604-826-7951
Email: planning@mission.ca
Website: mission.ca
Twitter: twitter.com/mission_bc
Facebook: facebook.com/TheCityofMission
Instagram: instagram.com/mission_bc



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Please consider the environment before printing this e-mail.

File: 13-6520-35-01

May 18, 2022

Corien Becker
Secretary Treasurer
The Board of School Trustees of
School District #75 (Mission)
33046 4th Avenue
Mission, BC V2V 1S5

Email: Corien.Becker@mpsd.ca

Dear Ms. Becker:

**Re: Official Community Plan Amending Bylaw (6103-2022-5670(35)) –
Silverdale: Central Neighbourhood Plan**

In compliance with Section 475 of the *Local Government Act* (copy attached), please advise whether the The Board of School Trustees of School District #75 (Mission) has any information or comments with respect to proposed OCP Amending Bylaw 6103-2022-5670(35) for the purpose of comprehensive land use planning within the Silverdale Comprehensive Planning Area: Central Neighbourhood. A copy of the proposed amending bylaw is enclosed to assist your assessment of this proposal. If you require further background information, please visit: engage.mission.ca/cnp

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Forward your comments to Barclay Pitkethly, Deputy Chief Administrative Officer, via email at bpitkethly@mission.ca

Yours truly,



Barclay Pitkethly
Deputy Chief Administrative Officer

Enclosed: Section 475 of the *Local Government Act*
OCP Amending Bylaw 6095-2022-5673(33)

Consultation during development of official community plan

475 (1) During the development of an official community plan, or the repeal or amendment of an official community plan, the proposing local government must provide one or more opportunities it considers appropriate for consultation with persons, organizations and authorities it considers will be affected.

(2) For the purposes of subsection (1), the local government must

(a) consider whether the opportunities for consultation with one or more of the persons, organizations and authorities should be early and ongoing, and

(b) specifically consider whether consultation is required with the following:

(i) the board of the regional district in which the area covered by the plan is located, in the case of a municipal official community plan;

(ii) the board of any regional district that is adjacent to the area covered by the plan;

(iii) the council of any municipality that is adjacent to the area covered by the plan;

(iv) first nations;

(v) boards of education, greater boards and improvement district boards;

(vi) the Provincial and federal governments and their agencies.

(3) Consultation under this section is in addition to the public hearing required under section 477 (3) (c).

Consultation on planning for school facilities

476 (1) If a local government has adopted, or proposes to adopt or amend, an official community plan for an area that includes the whole or any part of one or more school districts, the local government must consult with the boards of education for those school districts

(a) at the time of preparing or amending the official community plan, and

(b) in any event, at least once in each calendar year.

(2) For consultation under subsection (1), the local government must seek the input of the boards of education on the following:

(a) the actual and anticipated needs for school facilities and support services in the school districts;

(b) the size, number and location of the sites anticipated to be required for the school facilities referred to in paragraph (a);

(c) the type of school anticipated to be required on the sites referred to in paragraph (b);

(d) when the school facilities and support services referred to in paragraph (a) are anticipated to be required;

(e) how the existing and proposed school facilities relate to existing or proposed community facilities in the area.

CITY OF MISSION

BYLAW 6103-2022-5670(35)

A Bylaw to amend "District of Mission
Official Community Plan Bylaw 5670-2017"

WHEREAS, under the provisions of the *Local Government Act*, a Council may, by bylaw, adopt one or more community plans for one or more areas;

AND WHEREAS the Council of the City of Mission has adopted "District of Mission Official Community Plan Bylaw 5670-2017" and amended same from time to time;

AND WHEREAS the Council deems it desirable and in the public interest to further amend the Official Community Plan Bylaw;

NOW THEREFORE the Council of the City of Mission, in open meeting assembled, ENACTS AS FOLLOWS:

1. This Bylaw may be cited for all purposes as "City of Mission Official Community Plan Amending Bylaw 6103-2022-5670(35)."
2. "District of Mission Official Community Plan Bylaw 5670-2017" as amended, is hereby further amended by:
 - a) amending Official Community Plan maps 1, 1a, 1c, and 4 to include the extent of the Central Neighbourhood Plan as identified on Appendix 1 attached to and forming part of this Bylaw;
 - b) inserting "Silverdale: Central Neighbourhood Plan" as a new subsection under Section 8.3 NEIGHBOURHOOD OVERVIEW AND POLICIES - Silverdale Planning Process;
 - c) inserting the following text under the Silverdale: Central Neighbourhood Plan subsection as Policy 8.3.9:
"All development with the Central Neighbourhood Plan area must conform to the Planning Principles and Policies as described by the Silverdale: Central Neighbourhood Plan."; and
 - d) renumbering all remaining Policies accordingly.

READ A FIRST TIME this 16th day of May, 2022

COUNCIL CONSIDERATION OF SECTION 477 OF
THE *LOCAL GOVERNMENT ACT* given this ___ day of ___, 2022

READ A SECOND TIME this ___ day of ___, 2022

PUBLIC HEARING held this ___ day of ___, 2022

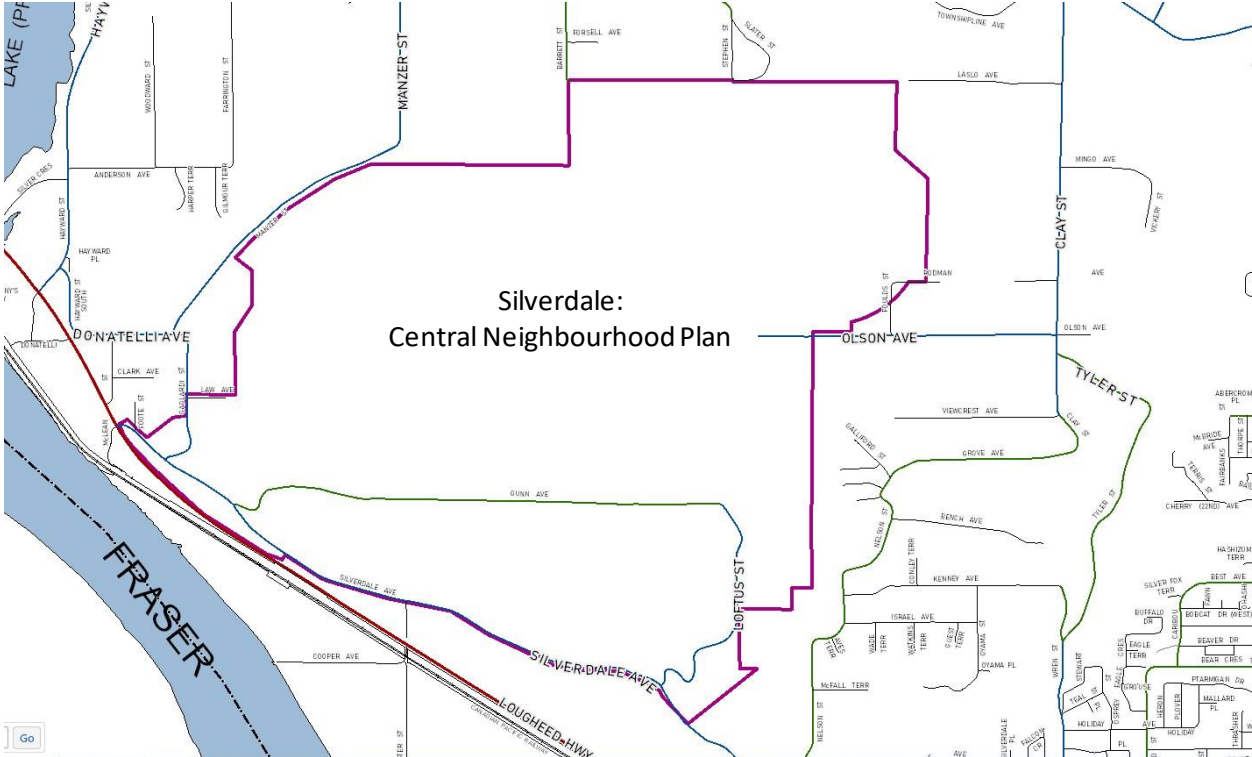
READ A THIRD TIME this ___ day of ___, 2022

ADOPTED this __ day of ____, 2022

PAUL HORN
MAYOR

JENNIFER RUSSELL
CORPORATE OFFICER





















Appendix 1



Schedule A
LAND USE PLAN

DRAFT

LEGEND MAY 2022

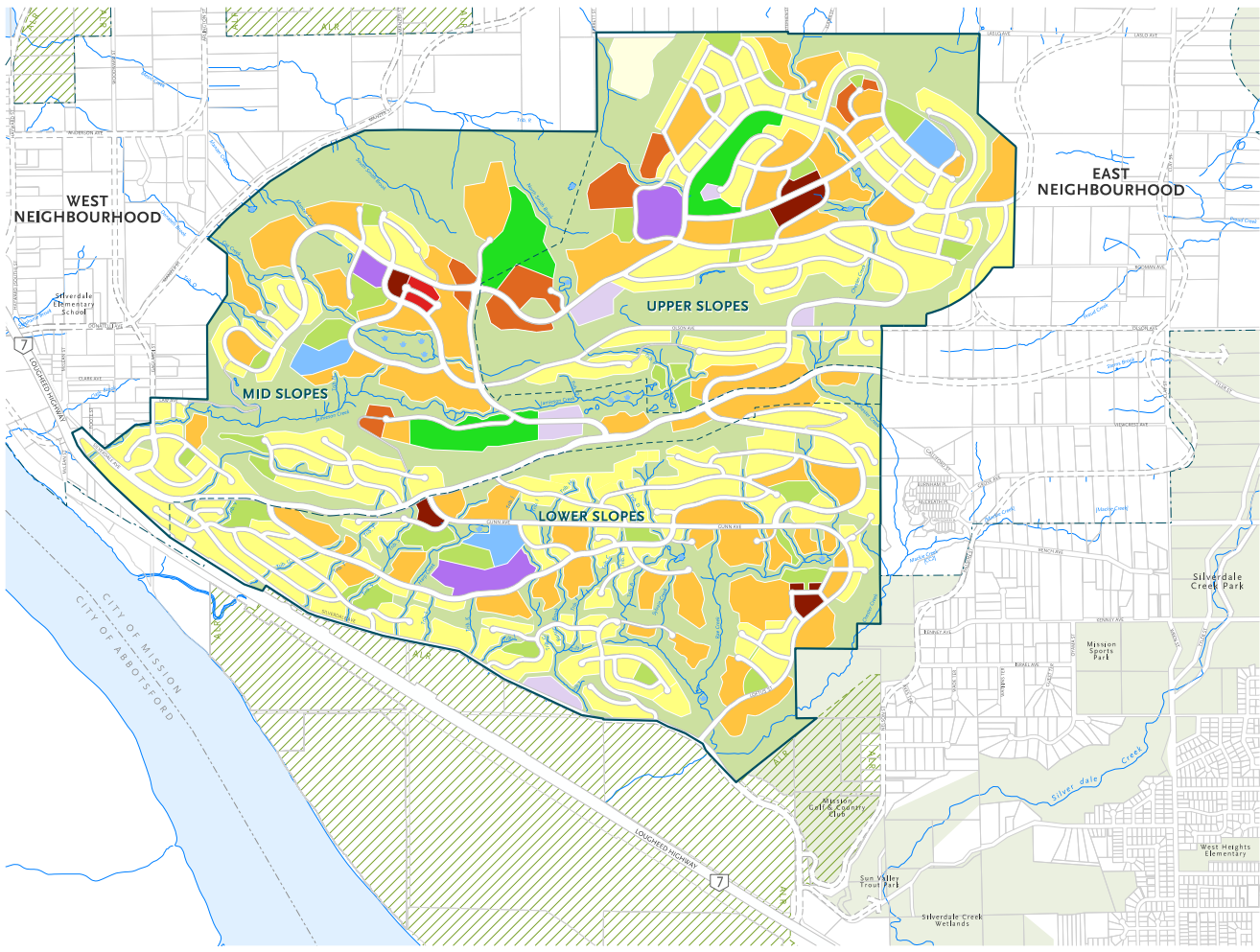
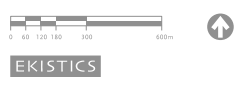
-  Silverdale Comprehensive Planning Area
-  Central Neighbourhood Plan Boundary
-  Development District Boundary
-  Legal Parcel
-  Watercourse
-  MIS Major Street Alignment
-  Agricultural Land Reserve
-  Parks + Open Space
-  Single Family Rural
-  Single Family
-  Townhome
-  Apartment
-  Mixed Use
-  Commercial - Retail
-  Institutional - Elementary School
-  Institutional - Community Centre
-  Institutional - Firehall | Works Yard | Reservoir
-  Neighbourhood Park
-  Community Park
-  Silverdale Urban Forest
-  Road + Strata Access ROW

NOTES

Local street alignments are conceptual and presented for illustrative purposes. Final local street alignments will be determined through the subsequent process.

Riparian contours are based on preliminary Riparian Area Protection Regulation (RAPR) assessments. Detailed riparian buffers for creeks and environmentally sensitive areas will be determined during the rezoning, subdivision and development permit stages.

Major Street Network Alignments in East and West Neighbourhoods reflect the findings in the SCMA Master Infrastructure Strategy (July 2020). Final Alignments will be confirmed through future Neighbourhood Plans.



HOUSING

- 10,470 expected homes, including 1,900 single-family homes, 5,390 townhomes, 1,980 apartments and 1,200 apartments in mixed-use complexes.

RECREATION

- 3 Civic Community Centre Sites totaling 9.2 ha (22.8 ac)

COMMERCIAL

- 4 Commercial and Mixed-Use retail sites totaling 6.0 ha (14.9 ac)

SCHOOLS

- 3 Elementary School sites (Middle and Secondary Schools are planned for the East Neighbourhood, per the MIS).
- Projected student generation of 1,620 elementary school students, 590 middle school students, and 570 secondary school students.

PARKS, FOREST + NATURAL AREA

- 273.2 ha (674.9 ac) of Natural Area within the Silverdale Urban Forest.
- 45.5 ha (112.5 ac) of active park in Neighbourhood and Community Parks.
- 24km of dedicated off-street Trails.

ACCESS

- 4 Neighbourhood Gateway Access points provided through arterial and collector streets, including two intersections with Highway 7 as identified in Schedule D: Street Hierarchy Plan.

SERVICING

- Integrated servicing area as identified in Schedule I: Water Engineering Plan, Schedule J: Sanitary Engineering Plan, and Schedule K: Drainage Engineering Plan.

DISTRICTS

- 3 Development Districts of the Lower, Mid, and Upper Slopes.

Elementary Schools

Program requirements

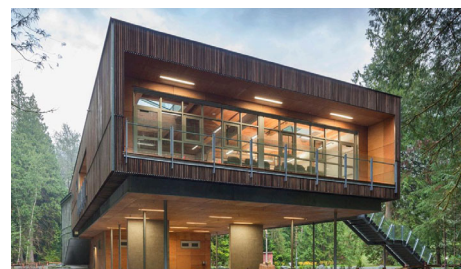
Based on the *School District 75 – Enrolment Projections* and the CNP residential unit and population projections, three new Joint Public Elementary Schools + Neighbourhood Parks are required in the CNP.

Location Criteria

- Central location within student catchment area
- Topographic 'fit' within landform to accommodate program
- Proximity to Collector Street Network
- Proximity to planned local commercial facilities
- Access + egress circulation for pedestrian, cycling + vehicles
- Protection from Arterial Street traffic
- Neighbourhood visibility to support safety with "Eyes on the School + Park"

The CNP provides dedicated 6 ac Elementary School sites in each of the Lower, Middle, and Upper Slopes. Each elementary school site is paired with a 4 ac Neighbourhood Park to provide space for community learning events and activities through the City Parks, Recreation + Culture Department's Joint Use Agreement with the School District.

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Elementary School Precedent

Cesqenela Elementary | Maple Ridge, BC

LOCATION:

24093 104 Avenue
Maple Ridge, BC

YEAR:

2019

LOT AREA:

6.7ac | 2.7ha

PROGRAM FOOTPRINT

5,800 m²

GENERAL PROGRAM

- 611 Student Capacity
- Learning Studio
- Collaborative Learning
- Shared Play Fields (65m x 100m)
- LEED Gold Standard
- Co-located with Albion Community Centre

APPROX. COST:

\$26.6M



Elementary School Precedent

Yennadon Elementary | Maple Ridge, BC

LOCATION:

23347 128 Avenue
Maple Ridge, BC

YEAR:

1993

Kindergarten Annex added 2017

LOT AREA:

7.2 ac | 2.9 ha

PROGRAM FOOTPRINT

10,000 square m

GENERAL PROGRAM

- 628 Student Capacity
- Dedicated kindergarten annex
- 2.5 ac of playing field + playground



Elementary School Precedent

Pacific Heights Elementary | Surrey, BC

LOCATION:

17148 26 Avenue
Surrey, BC

YEAR:

Addition completed 2020

LOT AREA:

6.9 ac | 2.8 ha

PROGRAM FOOTPRINT

1,540 m²

GENERAL PROGRAM

- 630 Student Capacity
- Corridor collaboration space
- Outdoor learning patio
- New 2-storey addition removed four portables

APPROX. COST:

Addition - \$9.04M

