



VANCOUVER ISLAND WEST SCHOOL DISTRICT 84

REGULAR BOARD MEETING

MONDAY, APRIL 11, 2016 – 7:00 PM

School Board Office, Gold River, BC

A G E N D A

Board of Education Vancouver Island West School District 84

1. **CALL TO ORDER**
2. **APPROVAL OF AGENDA**
3. **ADOPTION OF MINUTES**
 - a. Regular Meeting of March 14, 2016
4. **BUSINESS ARISING FROM THE MINUTES**
5. **PUBLIC INQUIRIES AND PRESENTATIONS**
 - a. Mr. Phillip Parkes, Vice-Principal, Gold River Secondary School and Nootka Sound Outdoor Program (NSOP)
6. **CORRESPONDENCE**
7. **REPORT OF THE CLOSED MEETING**
8. **TRUSTEE REPORTS**
 - a. School Reports
 - b. BC School Trustees' Association Annual General Meeting
 - c. District Policy Review Committee Meeting
9. **UNFINISHED BUSINESS**
 - a. Preliminary Budget 2016-2017
 - b. School Calendar 2016-2017
10. **NEW BUSINESS**
 - a. Commencement Ceremonies for 2015-2016:
 - Captain Meares Elementary Secondary School – June 4th, 2 pm
 - Gold River Secondary – June 4th, 3 pm
 - Zeballos Elementary Secondary School – June 16th – time TBA
11. **SUPERINTENDENT/SECRETARY-TREASURER/OPERATIONS SUPERVISOR'S REPORT**
 - a. Enrollment Report
 - b. Operations Report
 - c. Financial Warrants Update
 - d. Student Teachers
12. **TRUSTEE INQUIRIES**
13. **PRESS AND PUBLIC INQUIRIES**
14. **NOTICE OF MEETINGS**
 - a. Monday, May 16, 2016 – Kyuquot Elementary Secondary School
15. **ADJOURNMENT**



**REGULAR MEETING OF THE BOARD OF EDUCATION
FOR VANCOUVER ISLAND WEST SCHOOL DISTRICT 84,
HELD ON MONDAY, MARCH 14, 2016,
AT ZEBALLOS ELEMENTARY SECONDARY SCHOOL, ZEBALLOS, BC**

TRUSTEES PRESENT: Kathy Kennedy, Chairperson (Gold River)
Jennifer Hanson, Vice-Chairperson (Zeballos)
Ken Pringle (Gold River)
Fern Eastcott (Tahsis)
Gwen Alsop (Zeballos)

ALSO PRESENT: Lawrence Tarasoff, Superintendent/Secretary-Treasurer/Operations Supervisor
Annie James, Human Resources Administrator/Recorder
One Staff Member

CALL TO ORDER:

Chairperson Kennedy called the meeting to order at 4 pm.

APPROVAL OF AGENDA:

2016:R-018 MOVED: Trustee Hanson, SECONDED: Trustee Alsop
AND RESOLVED:
"TO approve the agenda."

ADOPTION OF MINUTES FROM PREVIOUS MEETINGS:

2016:R-019 MOVED: Trustee Alsop, SECONDED: Trustee Hanson
AND RESOLVED:
"TO adopt the minutes of the Regular Board Meeting of February 9, 2016."

BUSINESS ARISING FROM THE MINUTES:

Nil.

PUBLIC INQUIRIES AND PRESENTATIONS:

a. Mr. Wayne Alsop, Principal, Zeballos Elementary Secondary School

Principal Alsop reported on a very busy year-to-date at Zeballos School. February was an exciting month for the thirteen Grade 6-12 students going on the exchange trip to Ottawa. These students had earned the right to go by demonstrating respect to others, attention to school work and participation in cultural activities. Under the direction of Maggi Miller, students drummed and danced in Ottawa. A death in the family prevented several students from dancing for the final event, and Maggi taught the dance to the Ottawa girls who joined in with the remaining dancers, to the delight of their families. February also saw the final basketball tournament in Duncan with Zeballos School's Samuel Mack earning the Most Valuable Player Award. He played with the Gold River team which came in third, earning the Most Sportsmanship Award for their behaviour during the tournament. March has been busy as everyone prepared to host the Ottawa visitors who arrived on March 11th and were joined by the Zeballos students in Cumberland. They toured Cathedral Grove and, the following day, travelled to Mt. Washington to enjoy snowshoeing and cave-building activities with Mr. Parkes. On Sunday, they visited the Campbell River Museum to view the Residential School display and today, Monday, they are at Esperanza for a Nuu-chah-nulth Culture Day. Presenters are talking about territorial lands, fishing and hunting, and Residential School experiences. Students have the opportunity to create cedar crafts, do traditional painting, and go boating in the bay. Dennis John has brought some dancers from Kyuquot, and will drum for the gathering. Tuesday, the group has a community lunch in the school, then travels to the Oclucje and Ehattesah Band Offices, followed by a visit to the fish hatchery. They will stop in at Telegraph Cove on the way to Port McNeill and will spend their last day at Alert Bay touring the Umista Centre, the Big House and the Ecological Park. The Zeballos students were paired with a "twin" for the billeting in Ottawa, and have kept up this connection during these

activities. Most of the students emailed and skyped each other between visits and perhaps some long-term relationships will develop.

b. **Mr. Elmar Nabbe, Intermediate Teacher, Zeballos Elementary Secondary School**

On behalf of Mr. Nabbe who was ill, Mr. Alsop presented the Board with a request for funding to support the Vancouver Field Trip Proposal for the Grade 3-6 class. This will be considered by the Board at next month's meeting.

Mr. Alsop also spoke about the worm/composting and river/hatchery projects underway this year. The Superintendent/Secretary-Treasurer/Operations Supervisor suggested that Zeballos School host a public forum to discuss the possibility of using the compost to create outdoor gardens in the school yard. As the playground was fenced because of the community's concern about wildlife, it is important to first find out if there are any community concerns about using compost in the gardens.

CORRESPONDENCE:

- Chair, SD19 (Revelstoke)
- President, VIWTU
- Chair, SD5 (Southeast Kootenay)
- BC School Trustees Association
- Chair, SD40 (New Westminster)
- L. Tarasoff, SD84
- Flying Unlimited
- BCSTA
- Vancouver Island School Trustees' Association
- BCSTA
- BCSTA
- BCSTA
- BCSTA
- Staff, GRSS
- BCSTA
- BCSTA
- BCSTA
- Vancouver Island School Trustees' Association
- BC Public School Employers' Association
- Copy of Letter to Minister of Education and BCTF re Implementation of the Redesigned Curriculum
- Request for Funding Support for Attendance at New Teachers, New TTOC's and Student Teachers Conference in Richmond
- Copy of Letter to City of Cranbrook, City of Fernie, District of Sparwood, and District of Elkford to Express Support for Any Provincial Funding the Municipality May Request for Control of Ungulates
- BCSTA February Provincial Council and Committee Meetings
- Copy of Letter to Boards of Education to Support Corinne's Quest's Goal to Have Section 43 of the Criminal Code of Canada Repealed
- Copy of Letter to Staff Members, Parents, Students, and Community Members re Proposed 2016-2017 School Calendar
- Flyer and Application Form to Send a Grade 8 Student to the Youth Leadership Summit Spring Conference in Ontario
- BCSTA's 112th Annual General Meeting – Registration Opens Today
- Final Program for the March 4-5 VISTA Conference in Cowichan Bay
- Reminder: BCSTA Members Calendar and Partner Groups Calendar
- The Education Leader: Issue 05: Creating an Authentic Aboriginal Education Curriculum in North Okanagan-Shuswap
- BCSTA's 112th Annual General Meeting – Registration is Open
- Boards Making a Difference: Issue 08: Aboriginal Principles of Learning at Sooke Elementary
- Thank You to the Board for Christmas Chocolates!
- Bulletin #1: Day of Mourning: Schools Project
- Reminder: BCSTA Members Calendar and Partner Groups Calendar
- Synopsis: Provincial Council February 2016
- VISTA Business Meeting Agenda, Cowichan Valley
- 2016 Census of Population Program

2016:R-020 MOVED: Trustee Hanson, SECONDED: Trustee Alsop
AND RESOLVED:
"TO receive and file the correspondence."

REPORT OF THE CLOSED MEETING:

Chairperson Kennedy reported that the Board discussed three labour and two land issues.

TRUSTEE REPORTS:

a. **School Reports**

Trustee Eastcott reported that February went by in a blur of activity at Captain Meares School, starting off with the Semester One Celebration of Learning. The students gathered up their best work so far this year and presented it to their families, friends and community members. It was a great event – it is always interesting to see what the students want to display and so inspiring when the students are excited to share what they are learning.

The next event was Poem in Your Pocket Day - a school-wide Valentines' Day activity. The students and staff carry their favourite poem (sometimes their own work) and take a few moments throughout the day to share their poems with others. The event culminates with a group activity in the library when students have the opportunity to share their poem with the whole school. This is the second year of Poem in Your Pocket and amazing how the students enjoy sharing poetry that moves them.

In the third week of February, three students from Gold River Secondary joined most of the Captain Meares highschool students on a week-long trip to St. Hyacinthe, Quebec. Most of the families spoke some English, although there were a few who had to stretch their communication skills using a bit of French, a bit of English and many hand signals and laughter. Wow! It was a non-stop week. The first day was spent in and around St. Hyacinthe, including attending a class in a high school of over 1800 students. They also spent a day each in Quebec City, Montreal and Ottawa and, on their last day, the students spent the day with their host families and participated in a range of activities. One lucky student even got to try flying at an indoor sky-dive simulator! Captain Meares look forward to hosting the students from St. Hyacinthe next month and will have a presentation for the School Board once the exchange is complete.

While the high school students were in Quebec, the elementary students enjoyed an exciting drumming workshop with Matt Randall, one of the parents from Esperanza. Matt is an accomplished percussionist and everyone appreciated his time. Thanks to GRSS for the loan of the African drums.

On February 24th, Captain Meares participated in Pink Shirt Day and spent the day thinking about how we treat others in our society. The students created pink paper t-shirts with inspiring messages which were hung on a clothes line to share. This past weekend, a community member came to the school to work with some students making Paskanke, the traditional Ukrainian Easter Eggs coloured with wax and dye. The school also hosted a canning workshop as part of the Farm to School lunch program. Community members learned how to pressure can homemade soup and local salmon.

Last week was also a very exciting week for Karli (and those who benefit from Karli's volunteer work with Breakfast Clubs of Canada, the lunch program, PAC and more). In a ceremony in Vancouver, Karli was honoured with the Governor General's Caring Canadian Award. Governor General David Johnston presented awards to 72 Canadians who *"volunteer their time to help others and to build a smarter and more caring nation. The award also highlights the fine example set by these volunteers, whose compassion and engagement are so much a part of our Canadian character."* Karli was on stage with some very impressive company as she received the award. Congratulations Karli!

Chairperson Kennedy reported on the GRSS PAC meeting of February 17th. The well-received hockey pool fundraiser from last year is up and running again. Fundraising is always an ongoing topic and with such a small PAC group, adds a tremendous amount of work on the shoulders of some hardworking parents. PAC donated \$600 towards the upcoming Science Fair on March 16th, which is followed by the Port Hardy Science Fair on April 6-7. Principal Deane Johnson is currently working on the timetable for next year and before everyone knows it, it'll be time for grad which will be held on a Saturday this year – something new for GRSS!

Chairperson Kennedy was honoured to be invited to the Lieutenant Governor's visit on February 29th. The Honourable Judith Guichon was piped into Ray Watkins Elementary School by her piper, John Major, along with her aide, David Valentine. She gave a wonderful speech, answered many questions from the students – *How many dogs do you have? Say, how did you get this job?* – and after questions, she presented two bundles of books to be donated to each of the school libraries. Next on

her agenda was a helicopter ride followed by a luncheon at the Clayworks Cafe and a community reception at the Roadhouse Pub. Community members commented on how easy she was to talk to and how very curious she was about Gold River and what brought people here. This was a pleasant time for us all!

b. BC School Trustees' Association Provincial Council Meeting

Chairperson Kennedy attended the meeting on behalf of School District 84, which started off on Friday evening with a very enjoyable gab with Malcolm Gaston and Sheila Dodds, both CPA's, and both from the Office of the Auditor General of BC. They are currently running random audits on school districts in BC. Their job is to audit school districts' landscapes and financials and report back with their good and bad findings. The special needs programs are carefully looked at, and there was definitely some unease amongst the members when trustees were informed private schools do not get audited. Many districts felt the audits were just focussing on the district, not the children within. Many trustees spoke on the hardships their districts were suffering with hope these folks could possibly throw a little hint in the right direction, but not a part of their job. The auditors did stress that this information can be used as a very useful tool to improve and reshape districts.

Day Two started with the President's report from Teresa Rezansoff, followed by reports from several other committees. The BCSTA draft budget was reviewed, followed by a well-received and approved motion from the Saanich School Board: "That the Board urge the Ministry of Education to commit sufficient funding to ensure part-time teachers and TTOC's may attend the in-service non-instructional days." Concerns as well were voiced with the need for more support in place for the current influx of refugees. Several other motions were brought forward.

c. Vancouver Island School Trustees' Association Spring Conference, March 4-5, 2016

The Conference opened at 6 pm with a First Nations welcome from an incredible man who told stories about his family, his life and his love for Cowichan. "Transformation Through Collaboration and Partnership" was a discussion with Jim Iker, BCTF President, Jennifer McCrea, Assistant Deputy Minister of Education, and Rod Allen, Superintendent of SD79. Points raised: all districts should be spreading the news of the fantastic things going on in schools; no business or industry should be allowed in schools; parents are resisting the additional two days off for curriculum implementation training; and, the BCTF would like to see the implementation stretched out to four years instead of the current three.

On Saturday, delegates boarded a bus and travelled to the "Cowichan Valley Open Learning Cooperative" hosted by Principal Larry Mattin, and enjoyed a slide show and tour of the school and shop. With 350 learners in the school (with some students starting back to school after being away for up to seven years), the programs are diverse and geared to students' interest. The shop program was started in the old gym with the assistance of a \$90,000 grant, with the actual construction done by students with the help of outside volunteer contractors. The school also offers a wellness centre one day each week with doctors, nurses and mental health workers to serve the students' needs. Mr. Mattin, who has been principal for 11 years, graduated his first class with one student, moving to three or four, and now with 61 and 63 graduates over the last two years!

The group then toured the "Cowichan Trades Centre" which is an offshoot of the VIU and teaches trades such as hairdressing, woodworking, electrical, and refrigeration. Set in a beautiful building with room to grow, the old 'Kokisilah Elementary School' building was leased to VIU to house the program which is filled to capacity and still growing!

The day concluded with the VISTA Branch meeting, held at the "Birds Eye Cove Farm", nestled on rolling hills in the country. The next VISTA meeting will be held in Sooke on September 30-October 1, 2016.

d. Working Relations Committee Report

Trustee Eastcott provided a report of the meeting. Discussions included the 2016-2017 school calendar, finalizing the Collective Agreement and the Local Calendar Agreement, the budget and staffing process for 2016/17, the Pathways Program which will be piloted by a teacher, changes to the TTOC and teacher pay statements, a community consultations update, a process for TTOC callout

and the TTOC list, and a final question for the Superintendent: *"Do you see the Ministry's "Computational Thinking and Coding Implementation Readiness" survey as an opportunity to give the Ministry a realistic picture of the disconnect between policy and the lack of funding/support for the implementation of such policy?"* The next meeting will be held on May 2nd at 4 pm.

UNFINISHED BUSINESS:

a. VIWTU Request of December 2015

The Superintendent/Secretary-Treasurer/Operations Supervisor reported that this has been a topic of discussion for Superintendents over the past few months. Two districts out of 38 who responded in the Province are paying their TTOC's to attend the new curriculum training, and 36 are not. Most districts are following their Collective Agreement language because no special funding has been provided to support this training. There is still a fair amount of hard feelings by boards and principals that the Government made a deal with the BCTF and now the locals are going to their boards to ask them to pay for it. With the exception of the two districts who were asked early, the other districts are indicating that they will do whatever they are required to do in the Collective Agreement, unless additional funding is provided.

The Trustees presented their opinions concerning the VIWTU's request for funding.

2016:R-021 MOVED: Trustee Alsop, SECONDED: Trustee Eastcott
AND RESOLVED:
"TO not support the VIWTU's request of December 2015."

b. School Calendar 2016-2017

No feedback was received on the proposed calendar. The VIWTU has indicated that teachers are in agreement with this calendar and the Union will sign the Letter of Understanding once it has been completed. The Superintendent/Secretary-Treasurer/Operations Supervisor recommended adoption of the calendar so that it can be circulated to parents.

2016:R-021 MOVED: Trustee Alsop, SECONDED: Trustee Hanson
AND RESOLVED:
"TO adopt the nine-day, two-week Spring Break calendar for 2016-2017, as presented."

NEW BUSINESS:

a. Preliminary Budget 2016-2017

The Superintendent/Secretary-Treasurer/Operations Supervisor reviewed the preliminary budget information, noting that the Board will be moderate in its approach to budgeting for next school year.

SUPERINTENDENT/SECRETARY-TREASURER/OPERATIONS SUPERVISOR'S REPORT:

a. Enrollment Report

As of March 10, 2016, there were 387 students registered (includes 42 Continuing Education students), equalling 345 school-age students. The budget is built on 370 FTE for next year, not including the adult students.

b. Operations Report

The carpenters will be working in Kyuquot for the first week of Spring Break to do foundation work on the admin trailer and one corner of the duplex. There are a few things left to complete at Zeballos School with the main project being the completion of the Quonset building. There are several leaks in the Captain Meares' roof and the District will apply for some of the funding recently released by the Province for the maintenance of buildings. Also, it is time for another Annual Facilities Grant which will provide funding towards the re-roofing project. The new totem pole at Gold River Secondary School requires a roof to be built over it to preserve it, and some of the stairs outside the school need repair/replacement. The biggest challenge right now is the maintenance/repair of school

buses and the District has published a Request for Proposal for a certified mechanic with a certified shop for inspecting busses. It is hoped that this will lead to some relief from costly inspections and mechanical issues. Last but not least, bids on the old Zeballos School demolition project are being accepted until March 22, 2016.

c. Financial Warrants Update

As at February 29, 2016, eight months or 66.67% of the 2015/16 fiscal year, and six months or 60.0% of the school calendar year has elapsed. The budget amounts shown in this Finance Warrant report are the 2015/16 Amended Budget amounts based on the final September 30, 2015 enrolment for 2015/16.

At the end of June 30, 2015, the District had an Operating surplus of \$1,035,000 carried forward from 2014/15 to 2015/16, of which \$634,000 has been allocated, and \$401,000 is unallocated. To the end of February 2016, \$3,175,000 or 61.4% of the Ministry Operating Grant has been received. To date, the Ministry Operating Grant is trending appropriately as budgeted.

To the end of February 2016, \$2,017,000 or 76.2% of the 2015/16 school year (LEA) Local Education Agreement has been recorded. The 2015/16 LEA funding will be adjusted based on the actual 2015/16 nominal roll funding data in the Spring 2016.

To the end of February 2016, the total salaries and benefits expenditure is trending slightly unfavourably on a prorated budget for the school year. The budget amounts shown are based on the Amended Budget that was approved in February 2016. To the end of February 2016, service/supplies expenditures are meeting budget amounts on a prorated budget basis. At this time, service/supplies are trending favorably for the school year. In total, expenditures to the end of February 2016 are in a small deficit of <13,000>; or <0.3%> on a prorated basis.

Note: For this finance warrant, the expenditures are estimated to be understated by approximately \$100,000 due to expenditures not being recorded for February. Purchase Card expenses for the month of February have not been recorded and some vendor invoices have not been received nor processed, due to the early writing of this finance warrant.

Based on strictly actual revenues less actual expenditures, the School District is recording a small surplus of approximately \$53,000 for the year to the end of February 2016. With appropriated surplus of \$634,000 included in the actual analysis, the February 2016 actual can be restated as a surplus balance of \$687,000.

At the end of the 2014/15 fiscal year, the Annual Facilities Grant (AFG) had a surplus of \$345,000 being brought forward to 2015/16. To the end of December 2015, the AFG has a surplus of approximately \$357,000 remaining. To date, \$92,000 of expenditures has been incurred to the end of February 2016. Major expenditures incurred in AFG are:

- \$7,000 for the Ministry CAMS (Capital Asset Management System)
- \$36,000 for the Ministry Next Generation PLNet system
- \$31,000 for various building renovations
- \$18,000 staff salary and benefits charged to AFG

Future major AFG projects include:

- continue with lighting fixture upgrades
- interior painting
- fencing
- floor replacement
- refurbishment of Teacherages (employee housing) at ZESS
- roof repair in insulation of roof at CMESS

To the end of February 2016, \$250,000 of funds remain on the ZESS Replacement School capital project. This balance is to be used for the demolition of the old school that is currently in progress, and land preparation for the teacherages (employee housing) move and replacement.

TRUSTEE INQUIRIES:

Trustee Hanson inquired if there was any new information concerning Kyuquot School's gym floor. The Superintendent/Secretary-Treasurer/Operations Supervisor met with the CEO of the Ka:'yu:'k't'h'/Che:k'tles7et'h' First Nation and mutually agreed to conduct a joint study of options for a gym space fairly soon; therefore, any updates to the current gym will be put on hold until more information is available. Also, different options for the new Kyuquot playground are currently being considered, and information will be shared with the Board as soon as possible.

PRESS AND PUBLIC INQUIRIES:

Nil.

NOTICE OF MEETINGS:

The next public meeting of the Board of Education will be held on Monday, April 11, 2016, at 7 pm, in the School Board Office in Gold River. Any requests for additions to the agenda should be forwarded to the School Board Office two weeks prior to the meeting.

ADJOURNMENT:

Chairperson Kennedy declared the meeting adjourned at 5:05 pm.

Vancouver Island West School District 84
ENROLLMENT REPORT 2015-2016
 As of April 7, 2016

Grade	CMESS	GRSS	KESS	RWES	ZESS	CONT ED	TOTALS
K	3			25	2		30
1	3		2	14	3		22
2	1		4	19	2		26
3	3		1	12	2		18
4	2		4	16	3		25
5	1		5	13	2		21
6	3		3	16	4		26
7	2		7	22	1		32
8		16	7		3		26
9	3	17	5		5		30
10	5	20	3		5		33
11	2	12	7		2		23
12	4	22	1		7	46	80
Totals:	32	87	49	137	41	46	392

CMESS - Captain Meares Elementary Secondary School

GRSS - Gold River Secondary School

KESS - Kyuquot Elementary Secondary School

RWES - Ray Watkins Elementary School

ZESS - Zeballos Elementary Secondary School

CONT ED - Continuing Education

The Board Of Education of School District No.84 (Vancouver Island West)
Office of the Director of School District Business Operations

3821 Latimer Street
Abbotsford, BC, V2S 7K6

Phone: 604-302-5045
Fax: 1-866-445-3031
Email: Sheldon.Lee.SDBOC@telus.net



Date: April 4, 2016
To: Board of Education for School District 84 (Vancouver Island West)
From: Sheldon Lee, Dir of Business Operations
Subject: **March 2016 Financial Warrant Update for 2015/16**

1. *Executive Summary*

1.1. As at March 31, 2016, nine months or 75.0% of the 2015/16 fiscal year, and seven months or 70.0% of the school calendar year has elapsed. The budget amounts shown in this Finance Warrant report are the 2015/16 Amended Budget amounts based on the final September 30, 2015 enrolment for 2015/16.

2. *Revenues*

2.1. At the end of June 30, 2015 the district had an Operating surplus of \$1,035,000 carried forward from 2014/15 to 2015/16. Of which \$634,000 has been allocated, and \$401,000 is unallocated.

2.2. To the end of March 2016, \$3,686,000 or 71.3% of the Ministry Operating Grant has been received. To date, the Ministry Operating Grant is trending appropriately as budgeted.

2.3. To the end of March 2016, \$2,017,000 or 76.2% of the 2015/16 school year (LEA) Local Education Agreement has been recorded. The 2015/16 LEA funding will be adjusted based on the actual 2015/16 nominal roll funding data in the Spring 2016.

3. *Expenditures*

3.1. To the end of March 2016, total salaries and benefits expenditure is trending slightly to a surplus on a prorated budget for the school year. The budget amounts shown are based on the Amended Budget, that was approved in February 2016.

3.2. To the end of March 2016, service/supplies expenditures is meeting budget amounts on a prorated budget basis. At this time, service/supplies is trending favorably for the school year.

3.3. In total, expenditures to the end of March 2016 is in a small surplus of \$362,000 or 6.1% on a prorated basis.

3.4. Note; for this finance warrant, the expenditures is estimated to be understated by approximately \$150,000 due to expenditures not being recorded for March due mainly to Spring Break. Purchase Cards expenses for the month of March have not been recorded and some vendor invoice has not been received nor processed, due to the early writing of this finance warrant.

The Board Of Education of School District No.84 (Vancouver Island West)

Office of the Director of School District Business Operations

3821 Latimer Street
Abbotsford, BC, V2S 7K6

Phone: 604-302-5045
Fax: 1-866-445-3031
Email: Sheldon.Lee.SDBOC@telus.net



4. *Actual*

- 4.1. Based on strictly actual revenues less actual expenditures, the school district is recording a small surplus of approximately \$237,000 for the year to the end of March 2016.
- 4.2. With Appropriated surplus of \$634,000 included in the actual analysis, the March 2016 actual can be restated with as a surplus balance of \$871,000.

5. *Annual Facilities Grant (AFG)*

- 5.1. At the end of the 2014/15 fiscal year, AFG had a surplus of \$345,000 being brought forward to 2015/16. To the end of March 2016 AFG has a surplus of approximately \$657,000 remaining. Of which approximately \$500,000 is being committed to repair the roof at Captain Mears School in the summer of 2016.
- 5.2. To date \$98,000 of expenditures has been incurred to the end of March 2016. Major expenditures incurred in AFG are:
 - \$7,000 for the Ministry CAMS (Capital Asset Management System)
 - \$36,000 for the Ministry Next Generation PLNet system
 - \$37,000 for various building renovations
 - \$18,000 staff salary and benefits charged to AFG
- 5.3. Future major AFG projects includes:
 - continue with lighting fixture upgrades
 - interior painting
 - fencing
 - floor replacement
 - refurbishment of Teacherages (employee housing) at ZESS
 - roof repair in insulation of roof at CMESS

6. *ZESS Replacement School (Bylaw Capital)*

- 6.1. To the end of March 2016, \$248,000 of funds is remaining on the ZESS Replacement School capital project. This balanced is to be used for the demolition of the old school, that is currently in progress (which should be completed in the summer of 2016), and land preparation for the Teacherages (employee housing) move and replacement.

	A	B	C	D	E	F	G	H	I	J
1	SCHOOL DISTRICT 84 (VANCOUVER ISLAND WEST)									
2	2015/16 ANALYSIS FINANCIAL SUMMARY (WITH PRELIMINARY BUDGET) TO MARCH 2016									
3										
4		ANNUALIZED				PRORATED		School Months Elapsed		7
5	REVENUES	Actual	Preliminary Annual Budget	Variance \$	Variance %	Actual	mths	Prorated Budget	Variance \$	Variance %
6	Ministry of Ed - Op Grant	\$3,685,657	\$5,170,136	-\$1,484,479	-28.7%	\$3,685,657	7	\$3,619,095	\$66,562	1.8%
7	LEA Funding	\$2,017,279	\$2,648,355	-\$631,076	-23.8%	\$2,017,279	7	\$1,853,849	\$163,431	8.8%
8	Other Ministry of Ed Grants	\$51,017	\$68,135	-\$17,118	-25.1%	\$51,017	7	\$47,695	\$3,323	7.0%
9	Provincial Grants Other	\$0	\$0	\$0	0.0%	\$0	7	\$0	\$0	0.0%
10	Other Revenues	\$85,385	\$141,000	-\$55,615	-39.4%	\$85,385	7	\$98,700	-\$13,315	-13.5%
11	TOTAL REVENUE	\$5,839,338	\$8,027,626	-\$2,188,288	-27.3%	\$5,839,338		\$5,619,338	\$220,000	3.9%
12						\$0				
13								School Mths Elapsed =		7
14								Fiscal Mths Elapsed =		9
15	EXPENDITURES	Actual	Preliminary Annual Budget	Variance \$	Variance %	Actual	mths	Prorated Budget	Variance \$	Variance %
16	Principal & VP Salaries	\$663,803	\$866,259	\$202,456	23.4%	\$663,803	9	\$649,694	-\$14,109	-2.2%
17	Teachers Salaries	\$1,716,940	\$2,698,661	\$981,721	36.4%	\$1,716,940	7	\$1,889,063	\$172,123	9.1%
18	Support Salaries	\$510,964	\$707,531	\$196,567	27.8%	\$510,964	8	\$471,687	-\$39,277	-8.3%
19	Education Asst Salaries	\$326,030	\$519,486	\$193,456	37.2%	\$326,030	7	\$363,640	\$37,610	10.3%
20	Other Professional Salaries	\$295,266	\$360,688	\$65,422	18.1%	\$295,266	9	\$270,516	-\$24,750	-9.1%
21	Substitute Salaries	\$141,749	\$244,193	\$102,444	42.0%	\$141,749	7	\$170,935	\$29,186	17.1%
22	Employee Benefits	\$919,464	\$1,428,677	\$509,213	35.6%	\$919,464	26%	\$1,010,071	\$90,607	9.0%
23	Sub Total Salaries & Benefits	\$4,574,216	\$6,825,495	\$2,251,279	33.0%	\$4,574,216		\$4,825,606	\$251,390	5.2%
24	Services	\$236,944	\$368,866	\$131,922	35.8%	\$236,944	7	\$215,172	-\$21,772	-10.1%
25	Supplies	\$276,261	\$687,819	\$411,558	59.8%	\$276,261	7	\$401,228	\$124,967	31.1%
26	Pro D & Travel	\$221,378	\$384,841	\$163,463	42.5%	\$221,378	7	\$224,491	\$3,113	1.4%
27	Utilities	\$232,106	\$316,750	\$84,644	26.7%	\$232,106	9	\$237,563	\$5,457	2.3%
28	Rental/Fees/Insurance	\$61,875	\$81,400	\$19,525	24.0%	\$61,875	9	\$61,050	-\$825	-1.4%
29	Sub Total Supplies & Services	\$1,028,564	\$1,839,676	\$811,112	44.1%	\$1,028,564		\$1,139,503	\$110,939	9.7%
30	TOTAL EXPENDITURES	\$5,602,780	\$8,665,171	\$3,062,391	35.3%	\$5,602,780		\$5,965,109	\$362,329	6.1%
31										
32		Actual	Preliminary Annual Budget							
33	Sub Total Actual Revenue minus Expenditure	\$236,558	-\$637,545							
34	Add Appropriated Surplus	\$634,458	\$634,458							
35	Sub Total	\$871,016	-\$3,087							
36	Add Unappropriated Surplus	\$400,948	\$400,948							
37	Total Surplus	\$1,271,964	\$397,861							