

Annual Budget

School District No. 79 (Cowichan Valley)

June 30, 2020

School District No. 79 (Cowichan Valley)

June 30, 2020

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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. 79 (COWICHAN VALLEY) (called the "Board") to adopt the Annual Budget of the Board for the fiscal year 2019/2020 pursuant to section 113 of the *School Act*, R.S.B.C., 1996, c. 412 as amended from time to time (called the "Act").

1. Board has complied with the provisions of the Act respecting the Annual Budget adopted by this bylaw.
2. This bylaw may be cited as School District No. 79 (Cowichan Valley) Annual Budget Bylaw for fiscal year 2019/2020.
3. The attached Statement 2 showing the estimated revenue and expense for the 2019/2020 fiscal year and the total budget bylaw amount of \$101,379,377 for the 2019/2020 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 2019/2020.

READ A FIRST TIME THE 4th DAY OF JUNE, 2019;

READ A SECOND TIME THE 4th DAY OF JUNE, 2019;

READ A THIRD TIME, PASSED AND ADOPTED THE 4th DAY OF JUNE, 2019;

Original Signed by Candace Spilsbury

Chairperson of the Board

(Corporate Seal)

Original Signed by Jason Sandquist

Secretary Treasurer

I HEREBY CERTIFY this to be a true original of School District No. 79 (Cowichan Valley) Annual Budget Bylaw 2019/2020, adopted by the Board the 4th DAY OF JUNE, 2019.

Original Signed by Jason Sandquist

Secretary Treasurer

School District No. 79 (Cowichan Valley)

Statement 2

Annual Budget - Revenue and Expense

Year Ended June 30, 2020

	2020 Annual Budget	2019 Amended Annual Budget
Ministry Operating Grant Funded FTE's		
School-Age	8,235,104	8,162,322
Adult	19,125	19,125
Total Ministry Operating Grant Funded FTE's	<u>8,254,229</u>	<u>8,181,447</u>
Revenues	\$	\$
Provincial Grants		
Ministry of Education	85,764,053	84,561,466
Other	75,000	75,000
Tuition	2,650,000	2,827,000
Other Revenue	7,002,563	8,175,841
Rentals and Leases	85,000	85,000
Investment Income	222,000	190,506
Amortization of Deferred Capital Revenue	3,744,288	3,612,356
Total Revenue	<u>99,542,904</u>	<u>99,527,169</u>
Expenses		
Instruction	80,794,451	82,567,092
District Administration	2,972,833	2,872,645
Operations and Maintenance	14,203,250	14,027,842
Transportation and Housing	2,912,931	2,846,743
Debt Services	21	695
Total Expense	<u>100,883,486</u>	<u>102,315,017</u>
Net Revenue (Expense)	<u>(1,340,582)</u>	<u>(2,787,848)</u>
Budgeted Allocation (Retirement) of Surplus (Deficit)	1,529,475	3,622,621
Budgeted Reduction of Unfunded Employee Future Benefits	(67,014)	(50,000)
Budgeted Surplus (Deficit), for the year	<u>121,879</u>	<u>784,773</u>
Budgeted Surplus (Deficit), for the year comprised of:		
Operating Fund Surplus (Deficit)		
Special Purpose Fund Surplus (Deficit)		
Capital Fund Surplus (Deficit)	121,879	784,773
Budgeted Surplus (Deficit), for the year	<u>121,879</u>	<u>784,773</u>

School District No. 79 (Cowichan Valley)

Annual Budget - Revenue and Expense

Year Ended June 30, 2020

	2020 Annual Budget	2019 Amended Annual Budget
Budget Bylaw Amount		
Operating - Total Expense	86,195,483	84,909,997
Operating - Tangible Capital Assets Purchased	62,000	835,255
Operating - Reduction of Unfunded Employee Future Benefits	67,014	50,000
Special Purpose Funds - Total Expense	10,272,925	12,966,052
Special Purpose Funds - Tangible Capital Assets Purchased	351,377	352,383
Capital Fund - Total Expense	4,415,078	4,438,968
Capital Fund - Tangible Capital Assets Purchased from Local Capital	15,500	623,000
Total Budget Bylaw Amount	101,379,377	104,175,655

Approved by the Board

Original Signed by Candace Spilsbury

Signature of the Chairperson of the Board of Education

June 6, 2019
Date Signed

Original Signed by Robyn Gray

Signature of the Superintendent

June 6, 2019
Date Signed

Original Signed by Jason Sandquist

Signature of the Secretary Treasurer

June 6, 2019
Date Signed

School District No. 79 (Cowichan Valley)

Statement 4

Annual Budget - Changes in Net Financial Assets (Debt)

Year Ended June 30, 2020

	2020 Annual Budget	2019 Amended Annual Budget
	\$	\$
Surplus (Deficit) for the year	<u>(1,340,582)</u>	<u>(2,787,848)</u>
Effect of change in Tangible Capital Assets		
Acquisition of Tangible Capital Assets		
From Operating and Special Purpose Funds	(413,377)	(1,187,638)
From Local Capital	(15,500)	(623,000)
From Deferred Capital Revenue	(3,074,186)	(4,004,044)
Total Acquisition of Tangible Capital Assets	<u>(3,503,063)</u>	<u>(5,814,682)</u>
Amortization of Tangible Capital Assets	4,415,057	4,438,273
Total Effect of change in Tangible Capital Assets	<u>911,994</u>	<u>(1,376,409)</u>
Acquisitions of Prepaid Expenses	(250,000)	(274,000)
Use of Prepaid Expenses	250,000	274,000
	-	-
(Increase) Decrease in Net Financial Assets (Debt)	<u>(428,588)</u>	<u>(4,164,257)</u>

School District No. 79 (Cowichan Valley)

Schedule 2

Annual Budget - Operating Revenue and Expense

Year Ended June 30, 2020

	2020 Annual Budget	2019 Amended Annual Budget
	\$	\$
Revenues		
Provincial Grants		
Ministry of Education	75,795,585	72,987,649
Other	75,000	75,000
Tuition	2,650,000	2,827,000
Other Revenue	5,972,729	6,047,729
Rentals and Leases	85,000	85,000
Investment Income	220,000	170,000
Total Revenue	84,798,314	82,192,378
Expenses		
Instruction	70,554,219	69,633,733
District Administration	2,972,833	2,872,645
Operations and Maintenance	10,061,860	9,865,804
Transportation and Housing	2,606,571	2,537,815
Total Expense	86,195,483	84,909,997
Net Revenue (Expense)	(1,397,169)	(2,717,619)
Budgeted Prior Year Surplus Appropriation	1,529,475	3,622,621
Budgeted Reduction of Unfunded Employee Future Benefits	(67,014)	(50,000)
Net Transfers (to) from other funds		
Tangible Capital Assets Purchased	(62,000)	(835,255)
Other	(3,292)	(19,747)
Total Net Transfers	(65,292)	(855,002)
Budgeted Surplus (Deficit), for the year	-	-

School District No. 79 (Cowichan Valley)

Schedule 2A

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

	2020 Annual Budget	2019 Amended Annual Budget
	\$	\$
Provincial Grants - Ministry of Education		
Operating Grant, Ministry of Education	80,286,674	78,087,548
DISC/LEA Recovery	(5,810,729)	(5,810,729)
Other Ministry of Education Grants		
Pay Equity	363,682	363,682
Transportation Supplement	283,524	283,524
Benefit Funding		114,660
Audit Recovery		(97,000)
FSA & Exam Allocation		12,964
Other Ministry of Education Grants		33,000
Employer Health Tax	672,434	
Total Provincial Grants - Ministry of Education	<u>75,795,585</u>	<u>72,987,649</u>
Provincial Grants - Other	<u>75,000</u>	<u>75,000</u>
Tuition		
Continuing Education		177,000
International and Out of Province Students	2,650,000	2,650,000
Total Tuition	<u>2,650,000</u>	<u>2,827,000</u>
Other Revenues		
LEA/Direct Funding from First Nations	5,810,729	5,810,729
Miscellaneous		
International Program Registration Fees	132,000	132,000
Transportation Fees - International	30,000	30,000
Miscellaneous	-	75,000
Total Other Revenue	<u>5,972,729</u>	<u>6,047,729</u>
Rentals and Leases	<u>85,000</u>	<u>85,000</u>
Investment Income	<u>220,000</u>	<u>170,000</u>
Total Operating Revenue	<u><u>84,798,314</u></u>	<u><u>82,192,378</u></u>

School District No. 79 (Cowichan Valley)

Schedule 2B

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

	2020 Annual Budget	2019 Amended Annual Budget
	\$	\$
Salaries		
Teachers	34,977,148	34,147,186
Principals and Vice Principals	5,487,265	5,423,325
Educational Assistants	7,232,653	7,083,841
Support Staff	9,141,169	8,883,697
Other Professionals	2,126,872	2,045,588
Substitutes	3,799,092	3,570,294
Total Salaries	<u>62,764,199</u>	<u>61,153,931</u>
Employee Benefits	<u>14,890,439</u>	<u>14,484,519</u>
Total Salaries and Benefits	<u>77,654,638</u>	<u>75,638,450</u>
Services and Supplies		
Services	3,034,126	3,453,386
Student Transportation	231,350	231,350
Professional Development and Travel	537,700	539,335
Rentals and Leases	62,100	62,100
Dues and Fees	102,310	107,310
Insurance	250,134	250,134
Supplies	2,977,995	3,294,702
Utilities	1,345,130	1,333,230
Total Services and Supplies	<u>8,540,845</u>	<u>9,271,547</u>
Total Operating Expense	<u>86,195,483</u>	<u>84,909,997</u>

School District No. 79 (Cowichan Valley)

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

	Teachers Salaries	Principals and Vice Principals Salaries	Educational Assistants Salaries	Support Staff Salaries	Other Professionals Salaries	Substitutes Salaries	Total Salaries
	\$	\$	\$	\$	\$	\$	\$
1 Instruction							
1.02 Regular Instruction	27,135,731	1,123,141	47,326	319,992	66,524	2,175,330	30,868,044
1.03 Career Programs	163,543	46,346	-	158,039	-	14,338	382,266
1.07 Library Services	853,828	-	-	165,166	-	43,166	1,062,160
1.08 Counselling	853,715	-	-	389,366	-	28,743	1,271,824
1.10 Special Education	4,498,076	241,257	6,410,036	85,580	150,566	832,091	12,217,606
1.30 English Language Learning	385,906	-	-	-	-	-	385,906
1.31 Aboriginal Education	316,755	242,345	775,291	45,103	-	202,325	1,581,819
1.41 School Administration	-	3,545,659	-	1,352,199	-	99,049	4,996,907
1.60 Summer School	-	-	-	-	-	-	-
1.61 Continuing Education	45,588	12,303	-	-	-	-	57,891
1.62 International and Out of Province Students	724,006	247,952	-	106,893	129,212	19,317	1,227,380
1.64 Other	-	-	-	-	-	-	-
Total Function 1	34,977,148	5,459,003	7,232,653	2,622,338	346,302	3,414,359	54,051,803
4 District Administration							
4.11 Educational Administration	-	28,262	-	45,985	399,917	-	474,164
4.40 School District Governance	-	-	-	-	268,619	-	268,619
4.41 Business Administration	-	-	-	633,146	629,244	29,394	1,291,784
Total Function 4	-	28,262	-	679,131	1,297,780	29,394	2,034,567
5 Operations and Maintenance							
5.41 Operations and Maintenance Administration	-	-	-	110,603	401,456	47,503	559,562
5.50 Maintenance Operations	-	-	-	4,062,443	-	209,072	4,271,515
5.52 Maintenance of Grounds	-	-	-	395,374	-	-	395,374
5.56 Utilities	-	-	-	-	-	-	-
Total Function 5	-	-	-	4,568,420	401,456	256,575	5,226,451
7 Transportation and Housing							
7.41 Transportation and Housing Administration	-	-	-	120,493	81,334	5,414	207,241
7.70 Student Transportation	-	-	-	1,150,787	-	93,350	1,244,137
7.73 Housing	-	-	-	-	-	-	-
Total Function 7	-	-	-	1,271,280	81,334	98,764	1,451,378
9 Debt Services							
9.92 Interest on Bank Loans	-	-	-	-	-	-	-
9.94 Interest on Temporary Borrowing	-	-	-	-	-	-	-
Total Function 9	-	-	-	-	-	-	-
Total Functions 1 - 9	34,977,148	5,487,265	7,232,653	9,141,169	2,126,872	3,799,092	62,764,199

School District No. 79 (Cowichan Valley)

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

	Total Salaries	Employee Benefits	Total Salaries and Benefits	Services and Supplies	2020 Annual Budget	2019 Amended Annual Budget
	\$	\$	\$	\$	\$	\$
1 Instruction						
1.02 Regular Instruction	30,868,044	7,596,629	38,464,673	1,686,857	40,151,530	39,981,026
1.03 Career Programs	382,266	91,981	474,247	683,800	1,158,047	1,389,209
1.07 Library Services	1,062,160	264,149	1,326,309	68,257	1,394,566	1,313,427
1.08 Counselling	1,271,824	282,240	1,554,064	5,500	1,559,564	1,628,562
1.10 Special Education	12,217,606	2,871,002	15,088,608	81,335	15,169,943	14,704,191
1.30 English Language Learning	385,906	90,077	475,983	4,500	480,483	446,361
1.31 Aboriginal Education	1,581,819	355,486	1,937,305	298,595	2,235,900	1,935,687
1.41 School Administration	4,996,907	1,054,140	6,051,047	111,325	6,162,372	6,005,209
1.60 Summer School	-	-	-	-	-	-
1.61 Continuing Education	57,891	14,794	72,685	6,800	79,485	78,600
1.62 International and Out of Province Students	1,227,380	284,849	1,512,229	636,900	2,149,129	2,138,261
1.64 Other	-	-	-	13,200	13,200	13,200
Total Function 1	54,051,803	12,905,347	66,957,150	3,597,069	70,554,219	69,633,733
4 District Administration						
4.11 Educational Administration	474,164	95,057	569,221	33,000	602,221	628,831
4.40 School District Governance	268,619	39,560	308,179	142,750	450,929	490,890
4.41 Business Administration	1,291,784	284,549	1,576,333	343,350	1,919,683	1,752,924
Total Function 4	2,034,567	419,166	2,453,733	519,100	2,972,833	2,872,645
5 Operations and Maintenance						
5.41 Operations and Maintenance Administration	559,562	103,344	662,906	224,637	887,543	828,019
5.50 Maintenance Operations	4,271,515	1,005,537	5,277,052	1,654,890	6,931,942	6,858,696
5.52 Maintenance of Grounds	395,374	96,252	491,626	124,672	616,298	606,111
5.56 Utilities	-	-	-	1,626,077	1,626,077	1,572,978
Total Function 5	5,226,451	1,205,133	6,431,584	3,630,276	10,061,860	9,865,804
7 Transportation and Housing						
7.41 Transportation and Housing Administration	207,241	43,502	250,743	22,650	273,393	295,727
7.70 Student Transportation	1,244,137	317,291	1,561,428	771,750	2,333,178	2,242,088
7.73 Housing	-	-	-	-	-	-
Total Function 7	1,451,378	360,793	1,812,171	794,400	2,606,571	2,537,815
9 Debt Services						
9.92 Interest on Bank Loans	-	-	-	-	-	-
9.94 Interest on Temporary Borrowing	-	-	-	-	-	-
Total Function 9	-	-	-	-	-	-
Total Functions 1 - 9	62,764,199	14,890,439	77,654,638	8,540,845	86,195,483	84,909,997

School District No. 79 (Cowichan Valley)

Schedule 3

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

	2020 Annual Budget	2019 Amended Annual Budget
	\$	\$
Revenues		
Provincial Grants		
Ministry of Education	9,593,468	11,185,817
Other Revenue	1,029,834	2,128,112
Investment Income	1,000	4,506
Total Revenue	10,624,302	13,318,435
Expenses		
Instruction	10,240,232	12,933,359
Operations and Maintenance	32,693	32,693
Total Expense	10,272,925	12,966,052
Net Revenue (Expense)	351,377	352,383
Net Transfers (to) from other funds		
Tangible Capital Assets Purchased	(351,377)	(352,383)
Total Net Transfers	(351,377)	(352,383)
Budgeted Surplus (Deficit), for the year	-	-

School District No. 79 (Cowichan Valley)

Annual Budget - Changes in Special Purpose Funds
Year Ended June 30, 2020

	Annual Facility Grant	Learning Improvement Fund	Special Education Equipment	Scholarships and Bursaries	School Generated Funds	Strong Start	Ready, Set, Learn	OLEP	CommunityLINK
	\$	\$	\$	\$	\$	\$	\$	\$	\$
Deferred Revenue, beginning of year	968,618		22,095	11,293	1,369,440	75,000	61,179	-	-
Add: Restricted Grants									
Provincial Grants - Ministry of Education	384,070	301,279				192,000	34,300	155,331	649,036
Other	20,000			2,000	1,075,007				
Investment Income	404,070	301,279		2,000	1,075,007	192,000	34,300	155,331	649,036
Less: Allocated to Revenue	384,070	301,279	22,095	5,000	972,834	267,000	34,300	155,331	649,036
Deferred Revenue, end of year	<u>988,618</u>	<u>-</u>	<u>-</u>	<u>8,293</u>	<u>1,471,613</u>	<u>-</u>	<u>61,179</u>	<u>-</u>	<u>-</u>
Revenues	384,070	301,279	22,095	4,000	972,834	267,000	34,300	155,331	649,036
Provincial Grants - Ministry of Education			22,095						
Other Revenue				4,000	972,834				
Investment Income	384,070	301,279	22,095	1,000		267,000	34,300	155,331	649,036
Expenses	384,070	301,279	22,095	5,000	972,834	267,000	34,300	155,331	649,036
Salaries									
Teachers								20,000	
Principals and Vice Principals								23,164	
Educational Assistants		231,985				2,400			374,433
Support Staff									
Substitutes								21,000	
Employee Benefits							18,487		
Services and Supplies	32,693	69,294	22,095	5,000	972,834	264,000	5,838	13,630	116,078
	32,693	301,279	22,095	5,000	972,834	267,000	9,975	77,537	158,525
	32,693	301,279	22,095	5,000	972,834	267,000	34,300	155,331	649,036
Net Revenue (Expense) before Interfund Transfers	<u>351,377</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Interfund Transfers	(351,377)								
Tangible Capital Assets Purchased	(351,377)								
Net Revenue (Expense)	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>

School District No. 79 (Cowichan Valley)
 Annual Budget - Changes in Special Purpose Funds
 Year Ended June 30, 2020

	Classroom Enhancement Fund - Overhead	Classroom Enhancement Fund - Staffing	Classroom Enhancement Fund - Remedies	Early Learning	Wendy's House	Student Inspiration	Cultural Trust	BC Hydro	TOTAL
Deferred Revenue, beginning of year									
Add: Restricted Grants									
Provincial Grants - Ministry of Education	988,606	6,791,751		25,000	19,000	5,000		155,648	9,496,373
Other							10,000		1,085,007
Investment Income									22,000
Less: Allocated to Revenue									
Deferred Revenue, end of year	988,606	6,791,751							10,603,380
Revenues	988,606	6,791,751		19,000	19,000	5,000	10,000	155,648	10,624,302
Provincial Grants - Ministry of Education				6,000					2,691,351
Other Revenue									1,000
Investment Income									1,000
Expenses	988,606	6,791,751		19,000	19,000	5,000	10,000		10,624,302
Salaries									
Teachers		5,261,751							5,281,751
Principals and Vice Principals									23,164
Educational Assistants	417,321			7,000					1,023,739
Support Staff	378,407								9,400
Substitutes	795,728	5,261,751		7,000					417,894
Employee Benefits	166,048	1,530,000		2,000					1,903,488
Services and Supplies	26,830	10,000		10,000	19,000	5,000	10,000		1,613,489
Net Revenue (Expense) before Interfund Transfers	988,606	6,791,751		19,000	19,000	5,000	10,000		10,272,925
Interfund Transfers									351,377
Tangible Capital Assets Purchased									(351,377)
Net Revenue (Expense)									

School District No. 79 (Cowichan Valley)

Schedule 4

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

	2020 Annual Budget			2019 Amended Annual Budget
	Invested in Tangible Capital Assets	Local Capital	Fund Balance	
	\$	\$	\$	\$
Revenues				
Provincial Grants				
Ministry of Education	375,000		375,000	388,000
Investment Income		1,000	1,000	16,000
Amortization of Deferred Capital Revenue	3,744,288		3,744,288	3,612,356
Total Revenue	4,119,288	1,000	4,120,288	4,016,356
Expenses				
Amortization of Tangible Capital Assets				
Operations and Maintenance	4,108,697		4,108,697	4,129,345
Transportation and Housing	306,360		306,360	308,928
Debt Services				
Capital Lease Interest		21	21	695
Total Expense	4,415,057	21	4,415,078	4,438,968
Net Revenue (Expense)	(295,769)	979	(294,790)	(422,612)
Net Transfers (to) from other funds				
Tangible Capital Assets Purchased	413,377		413,377	1,187,638
Capital Lease Payment		3,292	3,292	19,747
Total Net Transfers	413,377	3,292	416,669	1,207,385
Other Adjustments to Fund Balances				
Tangible Capital Assets Purchased from Local Capital	15,500	(15,500)	-	
Principal Payment				
Capital Lease	3,271	(3,271)	-	
Total Other Adjustments to Fund Balances	18,771	(18,771)	-	
Budgeted Surplus (Deficit), for the year	136,379	(14,500)	121,879	784,773