

Annual Budget

School District No. 79 (Cowichan Valley)

June 30, 2023

School District No. 79 (Cowichan Valley)

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. 79 (COWICHAN VALLEY) (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. 79 (Cowichan Valley) 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 \$111,845,469 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 3rd DAY OF MAY, 2022;

READ A SECOND TIME THE 3rd DAY OF MAY, 2022;

READ A THIRD TIME, PASSED AND ADOPTED THE 3rd DAY OF MAY, 2022;

Original signed by Candace Spilsbury

Chairperson of the Board

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 2022/2023, adopted by the Board the 3rd DAY OF MAY, 2022.

Original signed by Jason Sandquist

Secretary Treasurer

School District No. 79 (Cowichan Valley)

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	8,452,565	8,410,231
Adult	-	6,125
Total Ministry Operating Grant Funded FTE's	8,452,565	8,416,356
Revenues	\$	\$
Provincial Grants		
Ministry of Education	96,805,463	101,194,709
Other	216,000	75,000
Tuition	2,100,000	1,800,000
Other Revenue	7,747,381	7,690,716
Rentals and Leases	150,000	150,000
Investment Income	303,700	151,920
Gain (Loss) on Disposal of Tangible Capital Assets		1,730,904
Amortization of Deferred Capital Revenue	3,805,554	3,713,603
Total Revenue	111,128,098	116,506,852
Expenses		
Instruction	89,361,943	90,063,960
District Administration	3,497,574	3,473,004
Operations and Maintenance	14,994,145	15,139,172
Transportation and Housing	3,545,472	3,731,668
Write-off/down of Buildings and Sites		167,177
Total Expense	111,399,134	112,574,981
Net Revenue (Expense)	(271,036)	3,931,871
Budgeted Allocation (Retirement) of Surplus (Deficit)	2,231,795	3,213,717
Budgeted Surplus (Deficit), for the year	1,960,759	7,145,588
Budgeted Surplus (Deficit), for the year comprised of:		
Operating Fund Surplus (Deficit)		
Special Purpose Fund Surplus (Deficit)		
Capital Fund Surplus (Deficit)	1,960,759	7,145,588
Budgeted Surplus (Deficit), for the year	1,960,759	7,145,588

School District No. 79 (Cowichan Valley)

Annual Budget - Revenue and Expense

Year Ended June 30, 2023

	2023 Annual Budget	2022 Amended Annual Budget
Budget Bylaw Amount		
Operating - Total Expense	94,079,184	93,771,247
Operating - Tangible Capital Assets Purchased	38,866	299,294
Special Purpose Funds - Total Expense	12,676,009	13,959,569
Special Purpose Funds - Tangible Capital Assets Purchased	392,469	527,203
Capital Fund - Total Expense	4,643,941	4,844,165
Capital Fund - Tangible Capital Assets Purchased from Local Capital	15,000	15,000
Total Budget Bylaw Amount	111,845,469	113,416,478

Approved by the Board

Original signed by Candace Spilsbury

Signature of the Chairperson of the Board of Education

May 9, 2022
Date Signed

Original signed by Robyn Gray

Signature of the Superintendent

May 4, 2022
Date Signed

Original signed by Jason Sandquist

Signature of the Secretary Treasurer

May 4, 2022
Date Signed

School District No. 79 (Cowichan Valley)

Statement 4

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	<u>(271,036)</u>	3,931,871
Effect of change in Tangible Capital Assets		
Acquisition of Tangible Capital Assets		
From Operating and Special Purpose Funds	(431,335)	(826,497)
From Local Capital	(15,000)	(15,000)
From Deferred Capital Revenue	(3,300,607)	(19,211,746)
Total Acquisition of Tangible Capital Assets	<u>(3,746,942)</u>	(20,053,243)
Amortization of Tangible Capital Assets	4,643,941	4,676,988
Total Effect of change in Tangible Capital Assets	<u>896,999</u>	(15,376,255)
Acquisitions of Prepaid Expenses	(350,000)	(350,000)
Use of Prepaid Expenses	350,000	500,000
	<u>-</u>	150,000
(Increase) Decrease in Net Financial Assets (Debt)	<u><u>625,963</u></u>	(11,294,384)

School District No. 79 (Cowichan Valley)

Annual Budget - Operating Revenue and Expense

Year Ended June 30, 2023

	2023 Annual Budget	2022 Amended Annual Budget
	\$	\$
Revenues		
Provincial Grants		
Ministry of Education	82,495,489	82,047,058
Other	216,000	75,000
Tuition	2,100,000	1,800,000
Other Revenue	6,640,766	6,640,766
Rentals and Leases	150,000	150,000
Investment Income	284,000	144,000
Total Revenue	91,886,255	90,856,824
Expenses		
Instruction	76,924,909	76,654,522
District Administration	3,497,574	3,473,004
Operations and Maintenance	10,690,758	10,671,076
Transportation and Housing	2,965,943	2,972,645
Total Expense	94,079,184	93,771,247
Net Revenue (Expense)	(2,192,929)	(2,914,423)
Budgeted Prior Year Surplus Appropriation	2,231,795	3,213,717
Net Transfers (to) from other funds		
Tangible Capital Assets Purchased	(38,866)	(299,294)
Total Net Transfers	(38,866)	(299,294)
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, 2023

	2023 Annual Budget	2022 Amended Annual Budget
	\$	\$
Provincial Grants - Ministry of Education		
Operating Grant, Ministry of Education	88,167,807	87,706,877
ISC/LEA Recovery	(6,505,766)	(6,505,766)
Other Ministry of Education Grants		
Pay Equity	363,682	363,682
Student Transportation Fund	283,524	283,524
Support Staff Benefits Grant	186,242	186,242
FSA Scorer Grant		6,482
Other Ministry of Education Grants		6,017
Total Provincial Grants - Ministry of Education	82,495,489	82,047,058
Provincial Grants - Other	216,000	75,000
Tuition		
International and Out of Province Students	2,100,000	1,800,000
Total Tuition	2,100,000	1,800,000
Other Revenues		
Funding from First Nations	6,505,766	6,505,766
Miscellaneous		
International Program Registration Fees	80,000	80,000
Transportation Fees - International	55,000	55,000
Total Other Revenue	6,640,766	6,640,766
Rentals and Leases	150,000	150,000
Investment Income	284,000	144,000
Total Operating Revenue	91,886,255	90,856,824

School District No. 79 (Cowichan Valley)

Schedule 2B

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

	2023 Annual Budget	2022 Amended Annual Budget
	\$	\$
Salaries		
Teachers	37,806,568	37,504,608
Principals and Vice Principals	6,286,814	6,302,617
Educational Assistants	7,768,983	7,993,759
Support Staff	9,603,500	9,705,844
Other Professionals	2,120,074	2,224,613
Substitutes	4,580,281	4,542,624
Total Salaries	68,166,220	68,274,065
Employee Benefits	16,283,741	15,456,237
Total Salaries and Benefits	84,449,961	83,730,302
Services and Supplies		
Services	3,468,136	3,280,153
Student Transportation	276,525	262,025
Professional Development and Travel	584,148	639,696
Rentals and Leases	67,100	92,100
Dues and Fees	114,310	114,310
Insurance	250,134	250,134
Supplies	3,271,970	3,793,227
Utilities	1,596,900	1,609,300
Total Services and Supplies	9,629,223	10,040,945
Total Operating Expense	94,079,184	93,771,247

School District No. 79 (Cowichan Valley)

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	29,337,150	1,115,211	170,390	356,211	159,576	2,802,662	33,941,200
1.03 Career Programs	373,602			182,513		20,918	577,033
1.07 Library Services	1,303,228			162,873		44,909	1,511,010
1.08 Counselling	1,226,811			383,629		29,904	1,640,344
1.10 Special Education	4,601,937	498,697	6,481,387		18,673	941,738	12,542,432
1.30 English Language Learning	451,339						451,339
1.31 Indigenous Education	389,698	123,124	1,117,206	45,709		192,144	1,867,881
1.41 School Administration		3,974,000		1,457,701		131,451	5,563,152
1.62 International and Out of Province Students	122,803	270,359		85,377	146,091	20,016	644,646
1.64 Other							-
Total Function 1	37,806,568	5,981,391	7,768,983	2,674,013	324,340	4,183,742	58,739,037
4 District Administration							
4.11 Educational Administration		154,968		46,612	459,232		660,812
4.40 School District Governance					285,508		285,508
4.41 Business Administration		150,455		668,575	556,114	30,299	1,405,443
Total Function 4	-	305,423	-	715,187	1,300,854	30,299	2,351,763
5 Operations and Maintenance							
5.41 Operations and Maintenance Administration				116,752	395,775	62,750	575,277
5.50 Maintenance Operations				4,221,220		189,736	4,410,956
5.52 Maintenance of Grounds				418,535			418,535
5.56 Utilities							-
Total Function 5	-	-	-	4,756,507	395,775	252,486	5,404,768
7 Transportation and Housing							
7.41 Transportation and Housing Administration				128,321	99,105	5,633	233,059
7.70 Student Transportation				1,329,472	-	108,121	1,437,593
Total Function 7	-	-	-	1,457,793	99,105	113,754	1,670,652
9 Debt Services							
Total Function 9	-	-	-	-	-	-	-
Total Functions 1 - 9	37,806,568	6,286,814	7,768,983	9,603,500	2,120,074	4,580,281	68,166,220

School District No. 79 (Cowichan Valley)

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	33,941,200	8,311,405	42,252,605	2,001,423	44,254,028	44,448,611
1.03 Career Programs	577,033	144,319	721,352	712,375	1,433,727	1,587,272
1.07 Library Services	1,511,010	362,817	1,873,827	68,982	1,942,809	1,685,568
1.08 Counselling	1,640,344	371,871	2,012,215	5,775	2,017,990	1,956,026
1.10 Special Education	12,542,432	3,077,929	15,620,361	303,288	15,923,649	15,001,826
1.30 English Language Learning	451,339	104,476	555,815	4,625	560,440	594,473
1.31 Indigenous Education	1,867,881	431,139	2,299,020	314,530	2,613,550	3,165,420
1.41 School Administration	5,563,152	1,206,028	6,769,180	107,725	6,876,905	7,017,249
1.62 International and Out of Province Students	644,646	145,315	789,961	498,650	1,288,611	1,184,877
1.64 Other	-	-	-	13,200	13,200	13,200
Total Function 1	58,739,037	14,155,299	72,894,336	4,030,573	76,924,909	76,654,522
4 District Administration						
4.11 Educational Administration	660,812	126,556	787,368	34,000	821,368	819,104
4.40 School District Governance	285,508	47,225	332,733	249,335	582,068	450,553
4.41 Business Administration	1,405,443	307,045	1,712,488	381,650	2,094,138	2,203,347
Total Function 4	2,351,763	480,826	2,832,589	664,985	3,497,574	3,473,004
5 Operations and Maintenance						
5.41 Operations and Maintenance Administration	575,277	112,785	688,062	236,437	924,499	921,855
5.50 Maintenance Operations	4,410,956	1,029,552	5,440,508	1,834,910	7,275,418	7,259,586
5.52 Maintenance of Grounds	418,535	101,103	519,638	124,672	644,310	644,772
5.56 Utilities	-	-	-	1,846,531	1,846,531	1,844,863
Total Function 5	5,404,768	1,243,440	6,648,208	4,042,550	10,690,758	10,671,076
7 Transportation and Housing						
7.41 Transportation and Housing Administration	233,059	49,480	282,539	22,915	305,454	302,505
7.70 Student Transportation	1,437,593	354,696	1,792,289	868,200	2,660,489	2,670,140
Total Function 7	1,670,652	404,176	2,074,828	891,115	2,965,943	2,972,645
9 Debt Services						
Total Function 9	-	-	-	-	-	-
Total Functions 1 - 9	68,166,220	16,283,741	84,449,961	9,629,223	94,079,184	93,771,247

School District No. 79 (Cowichan Valley)

Schedule 3

Annual Budget - Special Purpose Revenue and Expense

Year Ended June 30, 2023

	2023	2022 Amended
	Annual Budget	Annual Budget
	\$	\$
Revenues		
Provincial Grants		
Ministry of Education	11,956,063	13,432,472
Other Revenue	1,106,615	1,049,950
Investment Income	5,800	4,350
Total Revenue	13,068,478	14,486,772
Expenses		
Instruction	12,437,034	13,409,438
Operations and Maintenance	32,693	142,693
Transportation and Housing	206,282	407,438
Total Expense	12,676,009	13,959,569
Net Revenue (Expense)	392,469	527,203
Net Transfers (to) from other funds		
Tangible Capital Assets Purchased	(392,469)	(527,203)
Total Net Transfers	(392,469)	(527,203)
Budgeted Surplus (Deficit), for the year	-	-

School District No. 79 (Cowichan Valley)

Annual Budget - Changes in Special Purpose Funds

Year Ended June 30, 2023

	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	937,238	30,000	9,546	14,458	1,350,000	65,000	65,000	32,348	159,521
Add: Restricted Grants									
Provincial Grants - Ministry of Education	384,142	300,101				192,000	36,750	145,088	681,913
Other					1,100,000				
Investment Income	6,000			1,320					
	390,142	300,101	-	1,320	1,100,000	192,000	36,750	145,088	681,913
Less: Allocated to Revenue	425,162	330,101	-	3,800	1,100,000	200,000	36,750	177,436	724,262
Deferred Revenue, end of year	902,218	-	9,546	11,978	1,350,000	57,000	65,000	-	117,172
Revenues									
Provincial Grants - Ministry of Education	423,162	330,101				200,000	36,750	177,436	724,262
Other Revenue					1,100,000				
Investment Income	2,000			3,800					
	425,162	330,101	-	3,800	1,100,000	200,000	36,750	177,436	724,262
Expenses									
Salaries									
Teachers								19,400	
Principals and Vice Principals								21,340	
Educational Assistants		279,629							394,786
Support Staff									24,498
Other Professionals									
Substitutes						4,000	31,238	25,219	
	-	279,629	-	-	-	4,000	31,238	65,959	419,284
Employee Benefits		50,472				1,200	5,512	21,339	137,525
Services and Supplies	32,693			3,800	1,100,000	194,800		90,138	167,453
	32,693	330,101	-	3,800	1,100,000	200,000	36,750	177,436	724,262
Net Revenue (Expense) before Interfund Transfers	392,469	-	-	-	-	-	-	-	-
Interfund Transfers									
Tangible Capital Assets Purchased	(392,469)								
	(392,469)	-	-	-	-	-	-	-	-
Net Revenue (Expense)	-	-	-	-	-	-	-	-	-

School District No. 79 (Cowichan Valley)

Annual Budget - Changes in Special Purpose Funds

Year Ended June 30, 2023

	Classroom Enhancement Fund - Overhead	Classroom Enhancement Fund - Staffing	First Nation Student Transportation	Mental Health in Schools	Safe Return to School / Restart: Health & Safety Grant	Early Learning	Wendy's House	Performing Arts	Equine Assisted Learning
	\$	\$	\$	\$	\$	\$	\$	\$	\$
Deferred Revenue, beginning of year				9,618	30,000	43,831	18,500	7,160	3,000
Add: Restricted Grants									
Provincial Grants - Ministry of Education	877,071	8,889,361	206,282	52,000					
Other									
Investment Income									
	877,071	8,889,361	206,282	52,000	-	-	-	-	-
Less: Allocated to Revenue	877,071	8,889,361	206,282	52,000	30,000	9,638	1,000	2,615	3,000
Deferred Revenue, end of year	-	-	-	9,618	-	34,193	17,500	4,545	-
Revenues									
Provincial Grants - Ministry of Education	877,071	8,889,361	206,282	52,000	30,000	9,638			
Other Revenue							1,000	2,615	3,000
Investment Income									
	877,071	8,889,361	206,282	52,000	30,000	9,638	1,000	2,615	3,000
Expenses									
Salaries									
Teachers		7,132,532							
Principals and Vice Principals									
Educational Assistants	263,302								
Support Staff									
Other Professionals	76,914								
Substitutes	372,500			39,200					
	712,716	7,132,532	-	39,200	-	-	-	-	-
Employee Benefits	137,525	1,756,829		7,800					
Services and Supplies	26,830		206,282	5,000	30,000	9,638	1,000	2,615	3,000
	877,071	8,889,361	206,282	52,000	30,000	9,638	1,000	2,615	3,000
Net Revenue (Expense) before Interfund Transfers	-	-	-	-	-	-	-	-	-
Interfund Transfers									
Tangible Capital Assets Purchased									
	-	-	-	-	-	-	-	-	-
Net Revenue (Expense)	-	-	-	-	-	-	-	-	-

School District No. 79 (Cowichan Valley)

Annual Budget - Changes in Special Purpose Funds

Year Ended June 30, 2023

Schedule 3A

	<u>TOTAL</u>
	\$
Deferred Revenue, beginning of year	2,775,220
Add: Restricted Grants	
Provincial Grants - Ministry of Education	11,764,708
Other	1,100,000
Investment Income	7,320
	<u>12,872,028</u>
Less: Allocated to Revenue	<u>13,068,478</u>
Deferred Revenue, end of year	<u>2,578,770</u>
Revenues	
Provincial Grants - Ministry of Education	11,956,063
Other Revenue	1,106,615
Investment Income	5,800
	<u>13,068,478</u>
Expenses	
Salaries	
Teachers	7,151,932
Principals and Vice Principals	21,340
Educational Assistants	937,717
Support Staff	24,498
Other Professionals	76,914
Substitutes	472,157
	<u>8,684,558</u>
Employee Benefits	2,118,202
Services and Supplies	1,873,249
	<u>12,676,009</u>
Net Revenue (Expense) before Interfund Transfers	<u>392,469</u>
Interfund Transfers	
Tangible Capital Assets Purchased	(392,469)
	<u>(392,469)</u>
Net Revenue (Expense)	<u>-</u>

School District No. 79 (Cowichan Valley)

Schedule 4

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				
Provincial Grants				
Ministry of Education	2,353,911		2,353,911	5,715,179
Investment Income		13,900	13,900	3,570
Gain (Loss) on Disposal of Tangible Capital Assets			-	1,730,904
Amortization of Deferred Capital Revenue	3,805,554		3,805,554	3,713,603
Total Revenue	6,159,465	13,900	6,173,365	11,163,256
Expenses				
Amortization of Tangible Capital Assets				
Operations and Maintenance	4,270,694		4,270,694	4,325,403
Transportation and Housing	373,247		373,247	351,585
Write-off/down of Buildings and Sites			-	167,177
Total Expense	4,643,941	-	4,643,941	4,844,165
Net Revenue (Expense)	1,515,524	13,900	1,529,424	6,319,091
Net Transfers (to) from other funds				
Tangible Capital Assets Purchased	431,335		431,335	826,497
Total Net Transfers	431,335	-	431,335	826,497
Other Adjustments to Fund Balances				
Tangible Capital Assets Purchased from Local Capital	15,000	(15,000)	-	
Total Other Adjustments to Fund Balances	15,000	(15,000)	-	
Budgeted Surplus (Deficit), for the year	1,961,859	(1,100)	1,960,759	7,145,588