



**AGENDA**  
**Open Board Meeting**  
**Tuesday, January 8, 2019**  
**Yuxwule' Eagle Room (Boardroom) 4:30 PM**

Page

1. CALL TO ORDER

We respectfully acknowledge that we are meeting on the traditional and ancestral lands of the Coast Salish people where we live, learn and play.

2. ADOPTION OF AGENDA

2.1. Motion to Adopt Agenda

*"That the Board of Education of School District No. 79 (Cowichan Valley) adopts the agenda of the January 8, 2019 Open Board Meeting."*

3. MINUTES

3.1. Minutes of the December 4, 2018 Open Board Meeting

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*"That the Board of Education of School District No. 79 (Cowichan Valley) adopts the minutes of the December 4, 2018 Open Board Meeting."*

[Minutes of the December 4, 2018 Open Board Meeting](#)

4. RECOGNITION AND DELEGATIONS

4.1. DSAC Backpack Project

4.2. Career Education - Apprenticeship Program

5. REPORT OF CLOSED MEETING

5.1. Report of Closed Meeting

6. OLD BUSINESS

6.1. Action List

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[Action List Open - January 8, 2019](#)

7. SUPERINTENDENT OF SCHOOLS

7.1. Personnel

7.2. For Board Information

a. Superintendent's Update

b.	Audit	
c.	Student Travel	
	<i>"That the Board of Education of School District 79 (Cowichan Valley) grants final approval to the following field trip request: 1. International Student Program Spring Break trip to Varadero, Cuba from March 11 to 20, 2019."</i>	
d.	Graduation and District Year-End Events <a href="#">Graduation and District Year-End Events</a>	11
7.3.	For Board Action	
8.	SECRETARY - TREASURER	
8.1.	Personnel	
8.2.	For Board Information	
a.	2019-2020 Budget Process <a href="#">2019-2020 Budget Process</a>	12
b.	Funding Announcement <a href="#">Interim Operating Grants</a> <a href="#">Operating Grants Comparison Amended</a>	13 - 14
c.	Year-End Financial Projection <a href="#">Year-End Financial Projection</a>	15
d.	BC Tripartite Education Agreement <a href="#">Briefing Note - BC Tripartite Education Agreement - December 27 2018</a>	16 - 17
8.3.	For Board Action	
9.	COMMITTEES AND OUTSIDE ORGANIZATIONS	
9.1.	Highlights of the December 12, 2018 DSAC Meeting  <i>"That the Board of Education of School District No. 79 (Cowichan Valley) receives the Highlights of the December 12, 2018 DSAC Meeting."</i> <a href="#">DSAC Highlights December 12 2018</a>	18
10.	UPCOMING MEETINGS AND EVENTS	
10.1.	Schedule of upcoming meetings and events <a href="#">Scheduled Meetings January 8, 2019</a>	19
11.	CORRESPONDENCE	
12.	NEW BUSINESS	
13.	QUESTION PERIOD	
14.	ADJOURNMENT	

14.1. Motion to Adjourn

*"That there being no further business, the meeting be adjourned."*

**MINUTES OF THE OPEN MEETING OF THE BOARD OF EDUCATION OF SCHOOL DISTRICT NO. 79  
(COWICHAN VALLEY) HELD ON TUESDAY, DECEMBER 4, 2018 AT 3:30 PM IN THE BOARDROOM**

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**PRESENT:**

Chair, Candace Spilsbury  
Trustees Barb de Groot, Elizabeth Croft, Randy Doman, Rob Hutchins,  
Johanne Kemmler and Joe Thorne  
Jason Sandquist, Secretary-Treasurer  
Sheryl Koers, Associate Superintendent  
Monroe Grobe, Director of Operations  
Mike Russell, Communications Manager

Gina Kueber, Recording Secretary

**APOLOGIES:**

Rod Allen, Superintendent  
Tom Longridge, Associate Superintendent  
Denise Augustine, Director of Aboriginal Education and Learner Engagement

**1. Call to Order**

Trustee Spilsbury called the meeting to order at 4:32 pm and respectfully acknowledged that the meeting was taking place on the traditional and ancestral lands of the Coast Salish people where we live, learn and play.

**2. Adoption of Agenda**

2.1. Motion to Adopt Agenda

Moved by Trustee Doman seconded by Trustee Thorne *"That the Board of Education of School District No. 79 (Cowichan Valley) adopts the agenda of the December 4, 2018 Open Board Meeting."*

CARRIED

**3. Minutes**

3.1. Minutes of the November 6, 2018 Inaugural Board Meeting

Moved by Trustee de Groot seconded by Trustee Croft *"That the Board of Education of School District No. 79 (Cowichan Valley) adopts the minutes of the November 6, 2018 Inaugural Board Meeting."*

CARRIED

3.2. Minutes of the November 27, 2018 Special Open Board Meeting

Moved by Trustee Doman seconded by Trustee de Groot *"That the Board of Education of School District No. 79 (Cowichan Valley) adopts the minutes of the November 27, 2018 Special Open Board Meeting."*

CARRIED

## 4. **Recognition and Delegations**

### 4.1. Cowichan Intercultural Society

Lynn Weaver, Executive Director of the Cowichan Intercultural Society, gave a presentation on the Society's work and its partnership with the Cowichan Valley School District. The Society's programs include the Inclusion Project at Quamichan School, Youth Action Day, Compassionate Leaders, Settlement Workers in Schools and English Lessons. The Board extended its thanks to the Society for its valuable work.

## 5. **Report of Closed Meeting**

### 5.1. Report of Closed Meeting

The Secretary-Treasurer reported that during the closed portion of the meeting, the Board of Education discussed property, personnel and compensation matters.

## 6. **Old Business**

### 6.1. Action List

The Action List was reviewed.

## 7. **Superintendent of Schools**

### 7.1 **Personnel**

### 7.2 **For Board Information**

Superintendent's Update

Associate Superintendent Koers provided an update on the following items:

- Vancouver Island Learning Network
- Palsson Elementary and Lake Cowichan School representatives visit to Ditidaht
- Chemainus Secondary School - Students Aboard a Research Vessel and a Live Different Visit
- Drinkwater Elementary School Stuff the Truck Challenge
- Quamichan School participation in the Bay Centre Festival of Trees
- Ecole Cobble Hill Elementary - Everyone Deserves a Smile Project

Trustee Doman departed the meeting at 4:51 pm and returned at 4:52 pm.

### 7.3 **For Board Action**

## 8. **Secretary - Treasurer**

### 8.1 **Personnel**

**8.2 For Board Information**

8.2.1. Winter Vacation Board Office Hours

The Secretary-Treasurer presented the Winter Vacation Board Office Hours.

8.2.2. 2018-2019 Amended Annual Operating Budget Update

The Secretary-Treasurer presented the Amended Annual Operating Budget Update, noting that revenue is up from projection and expenses are showing an increase as well. He noted that a risk factor is the Special Education Audit that is underway but the district is realizing an unrestricted surplus of \$1.798 million to date.

**8.3 For Board Action**

8.3.1. Cowichan Secondary School Project Definition Report

The Secretary-Treasurer advised that the Cowichan Secondary School Project Definition Report is ready for submission to the Ministry of Education in draft form. Trustees were provided with a qualitative analysis, which has a new, 1,500 student school as the clear choice.

Trustees thanked Capital Coordinator Lonnie Schermerhorn, Director of Operations Monroe Grobe and Secretary-Treasurer Jason Sandquist, along with all district staff involved in the creation of the Project Definition Report. The PDR will now be submitted to the Ministry of Education.

Moved by Trustee de Groot seconded by Trustee Croft *"That the Board of Education of School District No. 79 (Cowichan Valley) endorses the Cowichan Secondary Project Definition Report (PDR) Option #3 for a 1,500 capacity replacement school at the Cowichan place Property."*

CARRIED

**9. Committees And Outside Organizations**

9.1 Minutes of the September 20, 2018 DPAC Meeting

Moved by Trustee Thorne seconded by Trustee Hutchins *"That the Board of Education of School District No. 79 (Cowichan Valley) receives the minutes of the September 20, 2018 DPAC Meeting."*

CARRIED

9.2 Highlights of the October 18, 2018 DSAC Meeting

Moved by Trustee Doman seconded by Trustee Kemmler *"That the Board of Education of School District No. 79 (Cowichan Valley) receives the highlights of the October 18, 2018 DSAC Meeting."*

CARRIED

9.3 Minutes of the October 18, 2018 DPAC Meeting

Moved by Trustee Doman seconded by Trustee de Groot *"That the Board of Education of School District No. 79 (Cowichan Valley) receives the minutes of the October 18, 2018 DPAC Meeting."*

CARRIED

9.4 Highlights of the November 14, 2018 DSAC Meeting

Moved by Trustee de Groot seconded by Trustee Thorne *"That the Board of Education of School District No. 79 (Cowichan Valley) receives the highlights of the November 14, 2018 DSAC Meeting."*

CARRIED

9.5 BCSTA Trustee Academy

Trustee Spilsbury presented a report on the Trustee Academy held on November 29 - December 1, 2018.

9.6 BCSTA Provincial Council Report

Trustee de Groot presented her report on the BCSTA Provincial Council meeting.

9.7 VISTA Report

Trustee Kemmler presented her report on the VISTA meeting.

**10. Upcoming Meetings and Events**

10.1 Schedule of Upcoming Meetings and Events

The Schedule of Upcoming Meetings and Events was reviewed.

10.2 Schedule of Winter Events

The Schedule of Winter Events was reviewed.

**11. Correspondence**

11.1 Correspondence from Quamichan Students re Volunteer Hours

Moved by Trustee Thorne seconded by Trustee de Groot *"That the Board of Education of School District No. 79 (Cowichan Valley) refer the letters from the Quamichan Students to the Superintendent."*

CARRIED

11.2 Correspondence from Ministry of Education re Class Size and Composition MOA

Moved by Trustee Croft seconded by Trustee Doman *"That the Board of Education of School District No. 79 (Cowichan Valley) receive and file the letter from the Ministry of Education regarding Class Size and Composition MOA."*

CARRIED

**12. New Business**

12.1 Meeting with Local Governments

Moved by Trustee de Groot seconded by Trustee Doman *"That the Board of Education of School District No. 79 (Cowichan Valley) meet individually with the Municipality of North Cowichan, City of Duncan, Town of Lake Cowichan and Cowichan Valley Regional District to discuss community items."*

CARRIED

12.2 Meeting with First Nations

Moved by Trustee Doman seconded by Trustee Croft *"That the Board of Education of School District No. 79 (Cowichan Valley) meet individually with Cowichan Tribes, Penelakut Tribe, Chemainus First Nation, Halalt First Nation, Lake Cowichan First Nation, Malahat Band, Lyackson First Nation, Stz'uminus First Nation and the Cowichan Valley Metis Nation to discuss community items."*

CARRIED

12.3 Childcare Spaces Funding

Trustee Spilsbury and Trustee Croft declared conflict and recused themselves from the discussion.

Moved by Trustee de Groot seconded by Trustee Hutchins *"That the Board of Education of School District No. 79 (Cowichan Valley) requests the Superintendent to develop partnerships with licensed non-profit Child Care providers as soon as possible, to apply for funding from the Ministry of Children and Families 'new spaces' program for child care space in our elementary schools by January 31, 2019."*

CARRIED

Moved by Trustee de Groot seconded by Trustee Hutchins *"That the Board of Education's Early Learning Committee be included in the discussions and direction of programs."*

CARRIED

**13. Question Period**



**14. Adjournment**

14.1 Motion to Adjourn

Moved by Trustee de Groot seconded by Trustee Doman *"That there being no further business, the meeting be adjourned."*

CARRIED

The meeting adjourned at 5:30 pm.

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Candace Spilsbury, Chair

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Jason Sandquist, Secretary-Treasurer

## ACTION LIST FOR OPEN MEETINGS

Description	Assigned To	Action	Disposition / Completion
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**December 4, 2018**

Meeting with local governments	Candace Spilsbury	Meet individually with the Municipality of North Cowichan, City of Duncan, Town of Lake Cowichan and Cowichan Valley Regional District to discuss community items.	In progress
Meeting with First Nations	Candace Spilsbury	Meet individually with Cowichan Tribes, Penelakut Tribe, Chemainus First Nation, Halalt First Nation, Lake Cowichan First Nation, Malahat Band, Lyackson First Nation, Stz'uminus First Nation and the Cowichan Valley Metis Nation to discuss community items.	In progress
Child Care Spaces Funding Application	Rod Allen	Develop partnerships with licensed non-profit Child Care providers as soon as possible, to apply for funding from the Ministry of Children and Families 'new spaces' program for child care space in our elementary schools by January 31, 2019, and include the Early Learning Committee in the discussions and direction of programs.	In progress

**SCHOOL DISTRICT NO. 79 (COWICHAN VALLEY)  
2019 Graduation and District Year-End Events****Graduation/Award Ceremonies**

## Lake Cowichan School:

- District Scholarship Judging – tentative May 13-17 (date & time TBA) at LCSS
- Scholarship night - June 6<sup>th</sup> (7:00 pm)
- Grad Walk-up - June 22<sup>nd</sup> (12:30 pm) school gym
- Awards Ceremony (Grade 4-7) - June 27<sup>th</sup> (daytime)
- Awards Ceremony (Grade 8-12) - September 2019 (date and time TBA)

## Chemainus Secondary:

- District Scholarship Judging – tentative May 13-17 (date & time TBA) at CHSS
- Year End ABED Celebration - May (date & time TBA)
- Fine Arts Showcase week - June (dates TBA)
- Year End Awards Ceremony - June 11<sup>th</sup> (10:00 am) Multipurpose Room
- Scholarship & Bursary Awards - June 21<sup>st</sup> (7:00 pm)
- Walk up/Graduation Ceremony - June 21<sup>st</sup> (7:00 pm)

## Cowichan Secondary:

- District Scholarship Judging – tentative May 13-17 (date & time TBA) at CSS
- Scholarship and Bursary Presentations - June 13<sup>th</sup> (7:00 pm) school gym
- Athletic Banquet - TBA
- Grad Banquet (Prom) - June 22<sup>nd</sup> (6pm red carpet, 7pm dinner) Island Savings Centre
- Walk-up/Graduation Ceremony - June 27<sup>th</sup> (7:00 pm) Island Savings Centre

## Frances Kelsey Secondary:

- District Scholarship Judging – tentative May 13-17 (date & time TBA) at FKSS
- Awards Day - June 12<sup>th</sup> (10:00 am) school gym
- Scholarship and Bursary Evening - June 12<sup>th</sup> (7:00 pm) school gym
- Red Carpet & Grad Banquet - June 15<sup>th</sup> (time & location TBA)
- Graduation Ceremony - June 21<sup>st</sup> (6:30 pm) school gym

## CVOLC/Alternate Ed:

- District Scholarship Judging – tentative May 13-17 (date & time TBA) at CVOLC in the Library
- CVOLC Year end BBQ & Awards - June TBA (10am – 1pm)
- CVOLC Grad Walk-up, Scholarships & Bursaries - June 25<sup>th</sup> (5:00 pm) Cowichan Performing Arts Centre
- CVOLC Dinner - June 25<sup>th</sup> (7:00 pm) after grad

## Aboriginal Education:

- Aboriginal Grad Ceremony - June 11<sup>th</sup> (TBC: 5:30-8:30 pm) location TBA

## International Program

- International Program Celebration - June 3<sup>rd</sup> (6:30-8:30 pm) location TBA

**District Retirement Event / Year End BBQ**

- Year End BBQ - June 18<sup>th</sup> (3:30-6:00 pm) Alexander Elementary
- District Retirement Reception - June 26<sup>th</sup> (5:00-7:30 pm) location TBA – by invitation

\* dates, times & locations are subject to change (contact school office to confirm)

December 14, 2018



**2019 – 2020 Budget Development  
Spring of 2018**

<b>When</b>	<b>Who</b>	<b>What</b>
Tuesday, February 26 <sup>th</sup>	Board Education & Business Committee	Review 2019/2020 Budget Assumptions.
Thursday, March 15 <sup>th</sup>	J Sandquist/ Province	Ministry Funding Announcement.
Tuesday, March 26 <sup>th</sup>	Board Education & Business Committee	First review of Ministry funding announcement.
Thursday, March 28 <sup>th</sup>	Senior Staff/ Trustees	Online survey in school newsletters and on website.
Tuesday, April 2 <sup>nd</sup>	Regular Board Meeting	Review of funding announcement.
Thursday, April 4 <sup>th</sup> 1:00 pm -	Partner Group Liaison Meetings	Trustees to meet with Partner Groups.
Sunday, April 7 <sup>th</sup>	Senior Staff/ Trustees	Online Survey deadline for input.
Thursday, April 11 <sup>th</sup>	Special Board Education & Business Committee	Review of funding and options.
Tuesday, April 16 <sup>th</sup> 4:00 – 5:00 pm	Advisory Committee Meeting	Review of funding announcement with the Advisory Committee, seeking feedback and perspectives.
Tuesday, April 16 <sup>th</sup> 5:30 – 6:30 pm	Senior Staff/ Trustees	Opportunity for public to provide input on the budget.
Thursday, April 18 <sup>th</sup>	Special Board Education & Business Committee	Review feedback received; explore options; develop budget drafting instructions.
Tuesday, April 23 <sup>rd</sup>	Board Education & Business Committee	Review draft budget, amend as necessary
April 26 <sup>th</sup> – 28 <sup>th</sup>	Board	BCSTA AGM.
Wednesday, May 8 <sup>th</sup>	Staff	Staffing assignments initiated.
Tuesday, May 28 <sup>th</sup>	Regular Board Education & Business Committee	Recommend budget to the Board.
Tuesday, June 4 <sup>th</sup>	Regular Board Meeting	1 <sup>st</sup> and 2 <sup>nd</sup> reading of budget bylaw.
TBD June	Special Board Meeting	3 <sup>rd</sup> reading of budget bylaw, subject to Classroom Enhancement Fund announcement. Adopt budget bylaw.

**Interim Operating Grants Following the September 2018 Enrolment Count - 2018/19 School Year**

School District 79 Cowichan Valley

September 2018 Enrolment Count				
	School-Age Enrolment	Funding Level	Funding	Total Supplement
Standard (Regular) Schools	7,627.5718	\$7,423	\$56,619,465	
Continuing Education	28.6250	\$7,423	\$212,483	
Alternate Schools	303.0000	\$7,423	\$2,249,169	
Distributed Learning	102.1250	\$6,100	\$622,963	
Home Schooling	10	\$250	\$2,500	
Course Challenges	0	\$232	\$0	
<b>Total Enrolment-Based Funding (September)</b>	<b>8,061.3218</b>			<b>\$59,706,580</b>
	<b>Total Enrol. Change</b>	<b>Funding Level</b>	<b>Funding</b>	<b>Total Supplement</b>
1% to 4% Enrolment Decline	273.3218	\$3,712	\$0	
4%+ Enrolment Decline		\$5,567	\$0	
Significant Cumulative Decline (7%+)	392.2500	\$3,712	\$0	
<b>Supplement for Enrolment Decline</b>				<b>\$0</b>
	<b>Enrolment</b>	<b>Funding Level</b>	<b>Funding</b>	<b>Total Supplement</b>
Level 1 Special Needs	11	\$38,800	\$426,800	
Level 2 Special Needs	377	\$19,400	\$7,313,800	
Level 3 Special Needs	128	\$9,800	\$1,254,400	
English Language Learning	383	\$1,420	\$543,860	
Aboriginal Education	1,553	\$1,230	\$1,910,190	
Adult Education	8.1250	\$4,696	\$38,155	
Vulnerable Students			\$288,878	
<b>Supplement for Unique Student Needs</b>				<b>\$11,776,083</b>
Variance from Provincial Average	-353			
Estimated Number of Educators	448.303		-\$158,251	
	<b>Enrolment</b>	<b>Funding Level</b>	<b>Funding</b>	<b>Total Supplement</b>
FTE Distribution	8,069.4468	\$180.33	\$1,455,163	
<b>Supplement for Salary Differential</b>				<b>\$1,296,912</b>
<b>Supplement for Unique Geographic Factors</b>				<b>\$4,470,426</b>
<b>Funding Protection</b>				<b>\$0</b>
<b>Supplement for the Education Plan</b>				<b>\$155,793</b>
<b>September 2018 Enrolment Count, Total</b>				<b>\$77,405,794</b>

\*Note: Highlighted sections are estimated and will be updated following the February and May enrolment counts

July 2018 Enrolment Count				
	Enrolment	Funding Level	Funding	Total Supplement
Summer Learning Grade 1-7	0	\$212	\$0	
Summer Learning Grade 8-9	0	\$212	\$0	
Summer Learning Grade 10-12	0	\$423	\$0	
Supplemental Summer Learning Funding			\$0	
Cross-Enrolment, Grade 8 and 9	0	\$423	\$0	
<b>Summer Learning, Total</b>				<b>\$0</b>

February 2019 Enrolment Count (Estimated)				
	Enrolment	Funding Level	Funding	Total Supplement
School-Age FTE - Continuing Education	20.0000	\$7,423	\$148,460	
Adult FTE - Continuing Education	6.0000	\$4,696	\$28,176	
K-Gr 9 School-Age FTE - Distributed Learning	25.0000	\$3,050	\$76,250	
Gr 10-12 School-Age FTE - Distributed Learning	12.0000	\$6,100	\$73,200	
Adult FTE - Distributed Learning	0.0000	\$4,696	\$0	
Level 1 Special Needs Enrolment Growth	0	\$19,400	\$0	
Level 2 Special Needs Enrolment Growth	5	\$9,700	\$48,500	
Level 3 Special Needs Enrolment Growth	0	\$4,900	\$0	
Newcomer Refugees	0.0000	\$3,712	\$0	
ELL Supplement - Newcomer Refugees	0	\$710	\$0	
<b>February 2019 Enrolment Count, Total</b>				<b>\$374,586</b>

May 2019 Enrolment Count (Estimated)				
	Enrolment	Funding Level	Funding	Total Supplement
School-Age FTE - Continuing Education	30.0000	\$7,423	\$222,690	
Adult FTE - Continuing Education	5.0000	\$4,696	\$23,480	
K-Gr 9 School-Age FTE - Distributed Learning	6.0000	\$2,033	\$12,198	
Gr 10-12 School-Age FTE - Distributed Learning	8.0000	\$6,100	\$48,800	
Adult FTE - Distributed Learning	0.0000	\$4,696	\$0	
<b>May 2019 Enrolment Count, Total</b>				<b>\$307,168</b>

2018/19 Full-Year Estimated Total (Estimated)		\$78,087,548
Estimated 2018/19 Operating Grant from Indigenous Services Canada		\$5,810,729
Estimated 2018/19 Operating Grant from Ministry of Education		\$72,276,819

**SCHOOL DISTRICT NO. 79 (COWICHAN VALLEY)**  
**OPERATING GRANTS COMPARISON AMENDED TO ANNUAL**  
**FROM MINISTRY 1 PAGE FUNDING SHEET**

	(C) Bd Adopted July 12/18 2018/19 OPERATING FTE	(D) Bd to adopt July 12/18 2018/19 GRANT	(A) Bd to adopt Feb xx/19 2018/19 OPERATING FTE	(B) GRANT	(E) (A - C) CHANGE FTE	(F) (B - D) CHANGE FUNDING DIFFERENCE
<b>SEPTEMBER ENROLMENT COUNT:</b>						
STANDARD	7,394.6620	54,890,576	7,627.5718	56,619,465	232.9098	1,728,889
CONTINUING EDUCATION	68.0000	504,764	28.6250	212,483	(39.3750)	(292,281)
ALTERNATE SCHOOLS	332.0000	2,464,436	303.0000	2,249,169	(29.0000)	(215,267)
DISTRIBUTED LEARNING	56.0000	341,600	102.1250	622,963	46.1250	281,363
HOME SCHOOLING	9.0000	2,250	10.0000	2,500	1.0000	250
COURSE CHALLENGES	-	-	-	-	-	-
ENROLMENT-BASED FUNDING		58,203,626		59,706,580		1,502,954
LEVEL 1 SPECIAL NEEDS	11.0000	426,800	11.0000	426,800	-	-
LEVEL 2 SPECIAL NEEDS	338.0000	6,557,200	377.0000	7,313,800	39.0000	756,600
LEVEL 3 SPECIAL NEEDS	105.0000	1,029,000	128.0000	1,254,400	23.0000	225,400
ENGLISH LANGUAGE LEARNING	399.0000	566,580	383.0000	543,860	(16.0000)	(22,720)
ABORIGINAL EDUCATION	1,503.0000	1,848,690	1,553.0000	1,910,190	50.0000	61,500
ADULT EDUCATION	15.0000	70,440	8.1250	38,155	(6.8750)	(32,285)
VULNERABLE STUDENTS		288,878		288,878		-
UNIQUE STUDENT NEEDS		10,787,588		11,776,083		988,495
SALARY DIFFERENTIAL		1,479,592		1,296,912		(182,680)
UNIQUE GEOGRAPHIC FACTORS		4,470,426		4,470,426		-
EDUCATION PLAN		155,793		155,793		-
<b>TOTAL SEPTEMBER ENROLMENT</b>		<b>75,097,025</b>		<b>77,405,794</b>		<b>2,308,769</b>
<b>FEBRUARY ENROLMENT COUNT:</b>						
ENROLMENT-BASED FUNDING		326,086		326,086		-
UNIQUE STUDENT NEEDS		48,500		48,500		-
<b>TOTAL FEBRUARY ENROLMENT</b>		<b>374,586</b>		<b>374,586</b>		<b>-</b>
<b>MAY ENROLMENT COUNT:</b>						
ENROLMENT-BASED FUNDING		307,168		307,168		-
<b>TOTAL MAY ENROLMENT</b>		<b>307,168</b>		<b>307,168</b>		<b>-</b>
<b>FULL YEAR FUNDING</b>		<b>75,778,779</b>		<b>78,087,548</b>		<b>2,308,769</b>

**SCHOOL DISTRICT NO. 79 (COWICHAN VALLEY)**  
**YEAR-END PROJECTION AS AT DECEMBER 15, 2018**

	(A)	(B)	(C)	(D)	
	AMENDED BUDGET	YEAR TO DATE	PROJECTED REV AND EXP	(A - C) PROJECTED SURPLUS	NOTES
<b>REVENUE:</b>					
PROVINCIAL GRANTS	- 73,029,649	- 32,522,212	- 73,029,649	-	(6)
TUITION	- 177,000	- 222,165	- 222,165	45,165	
INTERNATIONAL PROGRAM	- 2,650,000	- 2,634,548	- 2,634,548	15,452	
LOCAL EDUCATION AGREEMENT	- 5,810,729	- 2,324,292	- 5,810,729	-	
MISCELLANEOUS REVENUE	- 207,000	- 189,906	- 189,906	17,094	
TRANSPORTATION	- 30,000	- 43,510	- 43,510	13,510	
RENTALS	- 85,000	- 66,130	- 85,000	-	
INTEREST	- 170,000	- 138,638	- 210,000	40,000	
PRIOR YEAR SURPLUS	- 3,302,870	- 3,302,870	- 3,302,870	-	
<b>TOTAL REVENUE</b>	<b>- 85,462,248</b>	<b>- 41,444,271</b>	<b>- 85,528,377</b>	<b>66,129</b>	
<b>EXPENDITURES:</b>					
<b>SALARIES</b>					
PRINCIPAL / VICE-PRINCIPAL SALARIES	5,313,106	2,162,653	5,279,157	33,949	(2)
TEACHER SALARIES	34,147,186	10,059,647	33,880,342	266,844	(2)
EDUCATION ASSISTANT SALARIES	7,083,841	2,066,738	7,081,676	2,165	(2)
CLERICAL / NHS SALARIES	3,793,107	1,355,283	3,746,869	46,238	(2)
USW SALARIES	5,087,516	1,745,159	5,078,050	9,466	(2)
EXCLUDED SALARIES	1,972,570	807,413	1,975,168	2,598	(2)
CASUAL REPLACEMENT (ILLNESS / VACATION)	2,835,616	975,527	3,324,624	489,008	(4)
INSERVICE / EXTRA CURRICULAR / DEP'T HEAD	734,678	124,902	734,678	-	(3)
<b>TOTAL SALARIES</b>	<b>60,967,620</b>	<b>19,297,322</b>	<b>61,100,564</b>	<b>132,944</b>	
<b>EMPLOYEE BENEFITS</b>					
STATUTORY BENEFITS	4,422,137	887,554	4,422,137	-	
PENSION BENEFITS	6,602,865	2,160,747	6,602,865	-	
HEALTH BENEFITS	3,435,576	1,302,585	3,435,576	-	
<b>TOTAL EMPLOYEE BENEFITS</b>	<b>14,460,578</b>	<b>4,350,886</b>	<b>14,460,578</b>	<b>-</b>	
<b>SERVICES AND SUPPLIES</b>					
SERVICES	3,419,687	1,481,156	3,419,687	-	(3)
STUDENT TRANSPORTATION	231,350	90,377	231,350	-	(3)
PROFESSIONAL DEVELOPMENT AND TRAVEL	538,335	254,477	538,335	-	(3)
RENTALS AND LEASES	62,100	17,337	62,100	-	(3)
DUES AND FEES	107,310	62,428	107,310	-	(3)
INSURANCE	250,134	91,369	250,134	-	(3)
SUPPLIES	3,172,157	1,172,985	3,172,157	-	(3)
UTILITIES	1,333,230	271,535	1,209,536	123,694	(5)
<b>TOTAL SERVICES AND SUPPLIES</b>	<b>9,114,303</b>	<b>3,441,664</b>	<b>8,990,609</b>	<b>123,694</b>	
REDUCTION OF UNFUNDED EMPLOYEE FUTURE BENEFITS	50,000	25,000	50,000	-	
TRANSFER TO CAPITAL	869,747	340,936	869,747	-	
<b>TOTAL EXPENDITURES</b>	<b>85,462,248</b>	<b>27,455,808</b>	<b>85,471,498</b>	<b>9,250</b>	
<b>SURPLUS (DEFICIT)</b>	<b>-</b>	<b>13,988,463</b>	<b>56,879</b>	<b>56,879</b>	<b>(1)</b>

**NOTES:**

- 1 This projection was prepared using information available on December 28, 2018. It is updated on a monthly basis or as new information is received. As we progress towards the June 30, 2019 year-end the reliability of the projection improves. Certain assumptions are made regarding the account balances.
- 2 Employee salaries and benefits are projected by adding the expected monthly expenditures to the year-to-date balance and adjusting for known differences.
- 3 Supplies and inservice budget allocations are assumed to be fully expended at year-end. The projection is adjusted for known differences.
- 4 Casual replacement balances are calculated using a method of extrapolation. The current account balance is divided by the prior year balance at the same date. This ratio is then multiplied against the prior year-end balance.
- 5 Utilities and diesel fuel use the same method of extrapolation as the casual replacements.
- 6 Final funding figures will be known once the February and May enrolment counts are incorporated into the Operating Grant.



## BRIEFING NOTE

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**Date of Report:** December 27, 2018

**Prepared for:** The Board of Education for **Information** for the January 8, 2019 Open Board Meeting

**Subject:** BC Tripartite Education Agreement

**Background:**

A renewed *BC Tripartite Education Agreement: Supporting First Nation Student Success (BCTEA)* has been signed, setting the foundation for further growth and changes to support the growth of the BC First Nations education system. Those changes include new funding commitments, new First Nations education commitments from Canada and BC, continuation of a Special Education Program, and important Nominal Roll changes, among others.

The agreement has an effective date of July 1, 2018. The parties of the agreement are Her Majesty the Queen in Right of Canada (Canada), Her Majesty the Queen in Right of the Province of British Columbia (British Columbia) and First Nations Education Steering Committee (FNESC).

**Discussion:**

Staff attended an introduction session to the Tripartite Education Agreement on December 14, 2018. Key areas of the new agreement are as follows:

- **Transportation for First Nations Students.** The parties over the past several years have become increasingly aware of concerns regarding the transportation of First Nations students living on reserve who attend BC Public Schools. Commencing in the 2019/2020 school year transportation funding for on-reserve First Nations students will be paid by Canada to British Columbia. School Districts will have their Operating Grants (student location factor and transportation supplement) proportionally reduced. Transportation plans approved by the First Nation and the Board of Education are required by **February 28, 2019** in order to apply for special transportation grant funding.
- **Local Education Agreements (LEAs).** The parties are committed to taking actions aimed at improving First Nation Student outcomes and have acknowledged that LEAs are one mechanism to increase accountability and to promote and achieve effective working relationships. British Columbia and FNESC are developing a Provincial LEA that will serve as a precedent available for First Nations and Boards of Education and where no existing LEA exists, at the request of the First Nation, will apply.
- **First Nations Educational Outcome Improvement Team.** Embedded in the Agreement is a measure to increase accountability for First Nations outcomes. British Columbia and FNESC will identify those School Districts that are having consistently low outcomes for First Nations students and assign a team of experts to work with the School District on a plan to improve educational results.
- **Professional Development.** Commencing in the 2019/2020 school year not less than one non-instructional day per school year is to be focused on enhancing First Nation student learning outcomes.
- **Data.** School Districts will begin reporting First Nations students on the February 28 school enrolment data submission (1701). This will assist in determining and improving student retention.

This agreement has many other important implications. When fully implemented it provides additional supports and structures that are aimed at improving educational outcomes for First Nations students.



**Prepared by:**



Jason Sandquist, Secretary-Treasurer

**Reviewed by:**



Rod Allen, Superintendent

Date signed: January 3, 2019

**Highlights from the Minutes of the December 12, 2018 District Student Advisory Committee (DSAC) Meeting:**

DSAC met at the School Board Office on December 12, 2018 and filled 70 backpacks as part of the annual DSAC Backpack Project for youth in need.

At the meeting DSAC discussed the DSAC Advertisement Plan (talking to students from feeder schools), and selected reps to attend the December Advisory Committee. The committee also received a report from the Superintendent regarding his retirement, the CSS PDR, Crofton and Chemainus Long Range Planning, and the Budget consultation process.

Committee members reported on activities that are happening in their schools, including:

- FKSS – Grad food bank drive, peer counselling gifts for Warmland Shelter.
- CVOLC – Decorated cookies, door decorating, Christmas dinner, and movie night.
- LCS – no report.
- CHSS – Candy grams, food for food bank, grad bake sale and bottle drive fundraisers.
- CSS – Grad spirit week, onesies day, and Transgender Remembrance Day.
- Quamichan – participated in the Trees Festival at the Bay Centre in Victoria, school dance and a bake sale.

The next DSAC meeting will be Wednesday, January 16<sup>th</sup> 10:00 a.m. at Quamichan School.

**SCHEDULE OF UPCOMING COMMITTEE / OTHER MEETINGS**

<b>MEETING</b>	<b>DATE/TIME</b>	<b>LOCATION</b>
Closed Board Meeting	January 8, 3:30 pm	Yuxwule' Eagle Room (Boardroom)
Open Board Meeting	January 8, 4:30 pm	Yuxwule' Eagle Room (Boardroom)
Chemainus/Crofton Community Conversations	January 12, 10:00 a.m.	Chemainus Secondary School Multi-Purpose Room
Board Planning Session	January 15, 4:00 p.m.	Yuxwule' Eagle Room (Boardroom)
DSAC Meeting	January 16, 10:00 a.m.	Quamichan School
DPAC Meeting	January 17, 6:30 p.m.	Yuxwule' Eagle Room (Boardroom)
Advisory Committee Meeting	January 22, 4:30 p.m.	Yuxwule' Eagle Room (Boardroom)
BCPSEA AGM	January 23 – 24	Vancouver
BCPSEA / BCSTA Trustee Orientation	January 25-26	Vancouver
BEBC Meeting	January 29, 4:00 p.m.	Yuxwule' Eagle Room (Boardroom)
Chemainus/Crofton Community Conversations	January 29, 6:30 p.m.	Chemainus Secondary School Multi-Purpose Room
Closed Board Meeting	February 5, 3:30 pm	Yuxwule' Eagle Room (Boardroom)
Open Board Meeting	February 5, 4:30 pm	Yuxwule' Eagle Room (Boardroom)
VISTA Spring Conference	March 1 - 2	Host District TBD
BCSTA Leadership Conference	March 7 - 8, 8:30 – 3:30	Nanaimo