



AGENDA

Board Education and Business Committee

Tuesday, March 28, 2023

4:00 p.m.

Boardroom - Public Participation will be via Zoom and not at the Board Office:
<https://sd79.zoom.us/j/65341273882>

Pages

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 Education and Business Committee adopts the agenda of the March 28, 2023 Board Education and Business Committee meeting."
3. MINUTES
 - 3.1 Minutes of the January 24, 2023 Board Education and Business Committee Meeting 3 - 5
"That the Board Education and Business Committee adopts the minutes of the January 24, 2023 Board Education and Business Committee Meeting."
4. ACTION LIST
5. PETITIONS AND DELEGATIONS
6. EDUCATION
 - 6.1 Crofton Elementary School Plan
Principal Tim Ylagan
 - 6.2 Alexander Elementary School Plan
Principal Dani Morrow
7. BUSINESS AND OPERATIONS
 - 7.1 2022-2023 Year End Projections 6
 - 7.2 2023-2024 Ministry of Education and Child Care Funding Announcement 7 - 9
 - 7.3 2023-2024 Annual Budget 10 - 17

8.	POLICY	
8.1	Policy 1 - Foundational Statements	18 - 19
	<i>"That the Board Education and Business Committee recommends to the Board of Education adoption of the revised Policy 1 - Foundational Statements."</i>	
9.	COMMITTEES	
9.1	Highlights of the February 21, 2023 Advisory Committee Meeting	20 - 22
10.	ADJOURNMENT	
10.1	Motion to Adjourn	
	<i>"That there being no further business, the meeting be adjourned."</i>	

MINUTES OF THE BOARD EDUCATION AND BUSINESS COMMITTEE

Tuesday, January 24, 2023, 4:00 p.m.
Yuxwule' Eagle Room (Boardroom)

PRESENT

Trustee Randy Doman, Chair
Trustee Elizabeth Croft
Trustee Cindy Lise
Trustee Cathy Schmidt
Trustee Eduardo Sousa
Trustee Jennifer Strachan
Trustee Joe Thorne
Jason Sandquist, Secretary-Treasurer
Robyn Gray, Superintendent
Sheryl Koers, Associate Superintendent
Mike Russell, Director of Communications
Margaret Olsen, Director of Human Resources
Jeff Rowan, Director of Inclusive Learning
Darlene Reynolds, Director of Inclusive Learning

APOLOGIES

Larry Mattin, Director of Instruction
Richard Dyble, Director of Operations
Erin Egeland, Associate Secretary-Treasurer

1. CALL TO ORDER

Trustee Doman called the meeting to order at 3:58 p.m. 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 Thorne
Seconded by Trustee Sousa

"That the Board Education and Business Committee adopts the agenda of the January 24, 2023 Board Education and Business Committee meeting."

CARRIED

3. MINUTES

3.1 Minutes of the November 22, 2022 Board Education and Business Committee Meeting

Moved by Trustee Schmidt
Seconded by Trustee Thorne

"That the Board Education and Business Committee adopts the minutes of the November 22, 2022 Board Education and Business Committee Meeting."

CARRIED

4. ACTION LIST

4.1 Action List

There are no items on the Action List.

5. PETITIONS AND DELEGATIONS

6. POLICY

6.1 Anti-Racism Draft Policy

Trustee Lise joined the meeting at 4:05 p.m.

The draft policy was created by a Committee which included former members of the Board's Ad Hoc Anti-Racism Committee. Director of Communications Mike Russell outlined the process the Committee took to develop the policy and come up with the recommended name, "Identity, Belonging and Connection Policy". The Superintendent informed Trustees that a provincial anti-racism strategy was released yesterday and there has not yet been time to determine how it aligns with the District's draft policy. The draft policy was reviewed and discussed.

7. EDUCATION

8. BUSINESS AND OPERATIONS

8.1 2022-2023 Amended Annual Budget

The Secretary-Treasurer advised Trustees on recent changes to the budget, including:

- Adjustments for service levels that increased due to enrolment changes;
- Creation of a special purpose fund (which has restrictions on how the Board can spend it) for the Province's \$175,000 Early Care and Learning Grant which was used to fund the District's study;
- Surplus funding was used to add a line item as a contingency for teacher salaries. Any unspent funds will go back into surplus;
- \$700,000 were added to salaries for casual replacement budgets, with an additional \$150,000 for corresponding benefit costs;
- The District has started a one-time benefit premium holiday of \$369,000 due to an over payment the previous year (actual usage was lower than the estimated usage);
- Legal costs are off to a high start and will need to be adjusted;
- The unrestricted surplus of \$3.853M reported in January has grown by \$215,000 to \$4.068M.

The Budget Bylaw was reviewed. The Operating budget includes the purchase of software and a major portable move to Palsson. Special Purpose Funds have increased from \$14M last year to \$15M due to increased classroom enhancement funds. The Capital Fund expenses include the purchase of custodial equipment.

Moved by Trustee Schmidt
Seconded by Trustee Thorne

"That the Board Education and Business Committee recommends that the Board of Education of School District No. 79 (Cowichan Valley) adopts the 2022/2023 Amended Annual Budget in the amount of \$117,867,574."

CARRIED

8.2 2023-2024 Draft Budget Guiding Principles

The proposed Budget Guiding Principles were reviewed.

Moved by Trustee Schmidt
Seconded by Trustee Thorne

"That the Board Education and Business Committee recommends that the Budget Guiding Principles be adopted by the Board of Education."

CARRIED

9. **COMMITTEES**

9.1 Highlights of the January 17, 2023 Advisory Committee Meeting

Trustee Croft provided a verbal report of the January 17, 2023 Advisory Committee Meeting.

10. **ADJOURNMENT**

10.1 Motion to Adjourn

The meeting adjourned at 4:43 p.m.

Moved by Trustee Schmidt
Seconded by Trustee Lise

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

11. **PARTNER AND PUBLIC PARTICIPATION ITEM**

11.1 Understanding School District Budgeting



YEAR-END PROJECTION AS AT FEBRUARY 28, 2023

	(A)	(B)	(C)	(D)	
	AMENDED	YEAR	PROJECTED	(A - C)	NOTES
	BUDGET	TO DATE	REV AND EXP	PROJECTED	
				SURPLUS	
REVENUE:					
PROVINCIAL GRANTS	- 87,850,086	- 50,078,746	- 87,850,086	-	(6)
INTERNATIONAL PROGRAM	- 2,000,000	- 1,941,440	- 1,941,440	58,560	
LOCAL EDUCATION AGREEMENT	- 6,691,959	- 4,684,371	- 6,691,959	-	
MISCELLANEOUS REVENUE	- 80,000	- 54,291	- 54,291	25,709	
TRANSPORTATION	- 55,000	- 53,222	- 53,222	1,778	
RENTALS	- 150,000	- 99,708	- 138,294	11,706	
INTEREST	- 550,000	- 390,485	- 550,000	-	
PRIOR YEAR SURPLUS	- 2,866,857	- 2,866,857	- 2,866,857	-	
TOTAL REVENUE	- 100,243,902	- 60,169,120	- 100,146,149	- 97,753	
EXPENDITURES:					
SALARIES					
PRINCIPAL / VICE-PRINCIPAL SALARIES	6,486,042	4,279,382	6,506,673	20,631	(2)
TEACHER SALARIES	39,409,902	23,580,353	39,490,612	80,710	(2)
EDUCATION ASSISTANT SALARIES	8,591,189	4,827,386	8,457,584	133,605	(2)
CLERICAL / NHS SALARIES	4,328,854	2,521,524	3,992,719	336,135	(2)
USW SALARIES	5,836,441	3,344,086	5,719,084	117,357	(2)
EXCLUDED SALARIES	2,378,849	1,454,614	2,305,267	73,582	(2)
CASUAL REPLACEMENT (ILLNESS / VACATION)	4,732,908	2,729,042	4,482,892	250,016	(4)
INSERVICE / EXTRA CURRICULAR / DEP'T HEAD	945,262	284,382	945,262	-	(3)
TOTAL SALARIES	72,709,447	43,020,769	71,900,093	809,354	
EMPLOYEE BENEFITS					
STATUTORY BENEFITS	6,388,682	3,611,547	6,704,648	315,966	
PENSION BENEFITS	7,461,722	4,310,460	7,083,844	377,878	
HEALTH BENEFITS	2,876,576	1,769,189	2,962,883	86,307	
TOTAL EMPLOYEE BENEFITS	16,726,980	9,691,196	16,751,375	24,395	
SERVICES AND SUPPLIES					
SERVICES	3,850,452	1,998,627	3,895,452	45,000	(3)
STUDENT TRANSPORTATION	276,525	205,904	276,525	-	(3)
PROFESSIONAL DEVELOPMENT AND TRAVEL	691,815	416,146	691,815	-	(3)
RENTALS AND LEASES	67,100	42,128	67,100	-	(3)
DUES AND FEES	114,310	111,551	114,310	-	(3)
INSURANCE	250,134	229,944	239,944	10,190	(3)
SUPPLIES	3,801,693	2,089,940	3,801,693	-	(3)
UTILITIES	1,610,580	865,906	1,610,580	-	(5)
TOTAL SERVICES AND SUPPLIES	10,662,609	5,960,146	10,697,419	34,810	
TRANSFER TO CAPITAL	144,866	126,626	144,866	-	
TOTAL EXPENDITURES	100,243,902	58,798,737	99,493,753	750,149	
SURPLUS (DEFICIT)	-	1,370,383	652,396	652,396	(1)

NOTES:

- 1 This projection was prepared using information available on March 21, 2023. It is updated on a monthly basis or as new information is received. As we progress towards the June 30, 2023 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. This methods assumes that trends to date will continue.
- 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.

Estimated Operating Grants Overview - 2023/24 School Year

School District 79 (Cowichan Valley)

September 2023 Enrolment Count				
	School-Age Enrolment	Funding Level	Funding	Total Supplement
Standard (Regular) Schools	8,045.2030	\$8,625	\$69,389,876	
Continuing Education	0.0000	\$8,625	\$0	
Alternate Schools	322.0000	\$8,625	\$2,777,250	
Online Learning	144.0000	\$6,960	\$1,002,240	
Home Schooling	7	\$250	\$1,750	
Course Challenges	2	\$270	\$540	
Total Enrolment-Based Funding (September)	8,511.2030			\$73,171,656
	Total Enrol. Change	Funding Level	Funding	Total Supplement
1% to 4% Enrolment Decline	76.9499	\$4,313	\$0	
4%+ Enrolment Decline		\$6,469	\$0	
Significant Cumulative Decline (7%+)	323.0240	\$4,313	\$0	
Supplement for Enrolment Decline				\$0
	Enrolment	Funding Level	Funding	Total Supplement
Level 1 Special Needs	8	\$49,070	\$392,560	
Level 2 Special Needs	461	\$23,280	\$10,732,080	
Level 3 Special Needs	117	\$11,760	\$1,375,920	
English Language Learning	308	\$1,735	\$534,380	
Indigenous Education	1,752	\$1,710	\$2,995,920	
Adult Education	0.0000	\$5,505	\$0	
Equity of Opportunity Supplement			\$524,841	
Supplement for Unique Student Needs				\$16,555,701
			Funding	Total Supplement
Variance from Provincial Average			-\$181	
Estimated Number of Educators	472.845		-\$85,585	
	Enrolment	Funding Level	Funding	Total Supplement
FTE Distribution	8,511.2030	\$180.33	\$1,534,825	
Supplement for Salary Differential				\$1,449,240
Supplement for Unique Geographic Factors				\$5,735,131
Funding Protection				\$0
Curriculum and Learning Support Fund				\$75,908
September 2023 Enrolment Count, Total				\$96,987,636

July 2023 Enrolment Count				
	Enrolment	Funding Level	Funding	Total Supplement
Summer Learning Grade 1-7	0	\$245	\$0	
Summer Learning Grade 8-9	0	\$245	\$0	
Summer Learning Grade 10-12	0	\$490	\$0	
Supplemental Summer Learning Funding			\$0	
Cross-Enrolment, Grade 8 and 9	0	\$490	\$0	
Summer Learning, Total				\$0
February 2024 Enrolment Count				
	Enrolment	Funding Level	Funding	Total Supplement
School-Age FTE - Continuing Education	18.0000	\$8,625	\$155,250	
Adult FTE - Continuing Education	0.0000	\$5,505	\$0	
K-Gr 9 School-Age FTE - Online Learning	3.0000	\$3,480	\$10,440	
Gr 10-12 School-Age FTE - Online Learning	9.0000	\$6,960	\$62,640	
Adult FTE - Online Learning	0.0000	\$5,505	\$0	
Level 1 Special Needs Enrolment Growth	0	\$24,535	\$0	
Level 2 Special Needs Enrolment Growth	5	\$11,640	\$58,200	
Level 3 Special Needs Enrolment Growth	0	\$5,880	\$0	
Newcomer Refugees	0.0000	\$4,313	\$0	
ELL Supplement - Newcomer Refugees	0	\$868	\$0	
February 2024 Enrolment Count, Total				\$286,530
May 2024 Enrolment Count				
	Enrolment	Funding Level	Funding	Total Supplement
School-Age FTE - Continuing Education	15.0000	\$8,625	\$129,375	
Adult FTE - Continuing Education	0.0000	\$5,505	\$0	
K-Gr 9 School-Age FTE - Online Learning	0.0000	\$2,320	\$0	
Gr 10-12 School-Age FTE - Online Learning	8.0000	\$6,960	\$55,680	
Adult FTE - Online Learning	0.0000	\$5,505	\$0	
May 2024 Enrolment Count, Total				\$185,055
2023/24 Full-Year Estimated Total				\$97,459,221
Estimated 2023/24 Operating Grant from Indigenous Services Canada				\$6,691,959
Estimated 2023/24 Operating Grant from Ministry of Education				\$90,767,262

TABLE A
SUMMARY OF GRANTS TO DATE, 2023/24
Updated March 2023

School District	2023/24 Estimated Operating Grant Block	Preliminary Classroom Enhancement Fund Allocation	Learning Improvement Fund - Support Staff	Community- LINK	Annual Facility Grant (Total Oper. Portion)*	Pay Equity	Student Transportation Fund	School Food Programs Fund**	Labour Settlement Cost of Living Adjustment***
5 Southeast Kootenay	77,556,846	3,594,562	293,563	408,561	287,051	457,171	361,459		
6 Rocky Mountain	45,436,597	3,865,846	171,984	430,090	195,843	207,823	369,399		
8 Kootenay Lake	61,649,241	8,824,065	233,351	723,464	279,640	300,996	419,602		
10 Arrow Lakes	10,526,626	139,338	39,845	106,843	62,466	40,560	42,675		
19 Revelstoke	14,423,670	617,906	54,596	112,691	65,380	101,498	49,847		
20 Kootenay-Columbia	48,869,590	5,922,317	184,978	747,008	193,904	248,239	242,977		
22 Vernon	103,520,613	7,687,945	391,840	648,173	356,577	85,865	361,094		
23 Central Okanagan	269,294,503	26,278,215	1,019,317	1,283,813	785,498	1,238,323	600,000		
27 Cariboo-Chilcotin	60,918,421	4,356,939	230,585	719,732	311,807	665,837	739,024		
28 Quesnel	40,173,865	2,316,875	152,064	545,875	179,130	379,632	274,209		
33 Chilliwack	168,730,453	12,122,112	638,668	759,820	456,617	864,624	329,456		
34 Abbotsford	215,340,708	15,037,319	815,094	1,301,361	692,103	118,014	313,969		
35 Langley	256,878,234	40,417,788	972,320	2,281,717	680,306	551,875	260,000		
36 Surrey	839,376,008	55,319,812	3,177,154	4,282,236	2,362,474	6,861,224	72,999		
37 Delta	169,743,905	11,377,071	642,504	646,543	615,060	2,171,545	41,933		
38 Richmond	228,570,622	45,125,028	865,171	841,982	829,289	2,215,706	21,608		
39 Vancouver	536,417,548	37,341,614	2,030,415	10,297,423	2,238,404	7,294,124	53,423		
40 New Westminster	79,834,006	7,277,388	302,183	1,686,344	235,916	521,853	6,073		
41 Burnaby	282,518,753	16,493,114	1,069,373	2,627,782	931,106	1,441,995	24,841		
42 Maple Ridge-Pitt Meadows	182,537,530	18,969,373	690,930	617,335	517,597	1,874,965	185,990		
43 Coquitlam	341,995,951	44,566,603	1,294,502	1,674,780	1,139,837	706,353	81,641		
44 North Vancouver	166,214,604	19,450,068	629,145	1,257,506	626,391	2,966,047	40,566		
45 West Vancouver	74,025,787	2,949,525	280,198	309,523	267,433	678,422	84,722		
46 Sunshine Coast	47,767,483	3,816,130	180,807	544,562	196,625	510,381	380,465		
47 Powell River	40,498,818	2,095,071	153,294	223,479	122,953	243,304	91,754		
48 Sea to Sky	59,781,404	7,133,270	226,281	331,821	191,174	371,793	265,534		
49 Central Coast	7,169,220	537,543	27,136	272,080	60,303	42,403	80,277		
50 Haida Gwaii	11,282,748	931,039	42,707	120,175	110,411	139,874	149,851		
51 Boundary	19,807,966	1,055,409	74,976	165,372	113,371	105,245	153,588		
52 Prince Rupert	26,155,457	2,751,056	99,002	565,237	135,659	706,027	117,597		
53 Okanagan Similkameen	33,291,120	2,509,029	126,011	248,602	125,870	233,703	209,099		
54 Bulkley Valley	25,390,952	1,305,466	96,108	254,960	141,686	225,459	163,737		
57 Prince George	160,738,162	10,590,894	608,416	2,357,716	667,343	2,271,692	687,663		
58 Nicola-Similkameen	26,668,220	4,391,435	100,943	315,268	125,854	120,216	170,292		
59 Peace River South	50,067,243	3,846,252	189,511	404,801	285,789	944,395	441,458		
60 Peace River North	77,705,448	4,900,423	294,126	626,405	299,020	241,350	425,785		
61 Greater Victoria	214,957,633	20,591,049	813,644	4,186,167	810,431	2,896,617	20,027		
62 Sooke	150,612,444	22,261,388	570,089	789,819	336,877	931,052	358,365		
63 Saanich	84,228,518	10,200,937	318,817	465,967	305,872	377,315	280,000		
64 Gulf Islands	22,277,442	2,212,434	84,323	163,545	103,649	102,398	328,264		
67 Okanagan Skaha	67,476,636	4,263,903	255,408	398,686	268,518	441,194	167,035		
68 Nanaimo-Ladysmith	159,607,369	12,412,842	604,136	2,542,371	555,746	160,000	244,630		
69 Qualicum	49,966,184	4,459,462	189,129	425,818	199,383	936,176	426,341		
70 Pacific Rim	46,478,443	3,739,314	175,927	996,219	211,812	595,220	71,717		
71 Comox Valley	112,141,798	13,101,971	424,472	622,502	350,494	451,831	421,375		
72 Campbell River	67,853,988	3,914,765	256,837	585,836	263,177	75,322	316,860		
73 Kamloops-Thompson	185,204,763	13,967,499	701,026	1,671,866	701,984	575,959	666,817		
74 Gold Trail	20,954,707	648,603	79,316	414,355	139,683	376,093	366,932		
75 Mission	76,900,695	7,247,584	291,080	444,481	249,559	725,901	188,900		
78 Fraser-Cascade	26,271,479	3,015,971	99,441	382,582	107,288	229,516	184,576		
79 Cowichan Valley	97,459,221	10,544,532	368,897	739,939	384,142	363,682	283,524		
81 Fort Nelson	10,498,461	772,745	39,738	149,802	64,624	79,311	32,744		
82 Coast Mountains	55,598,232	6,331,033	210,447	645,023	308,323	1,160,795	557,786		
83 North Okanagan-Shuswap	86,455,815	6,696,169	327,247	357,584	342,495	641,286	561,925		
84 Vancouver Island West	10,102,713	1,039,920	38,240	143,754	79,225	55,087	57,593		
85 Vancouver Island North	20,688,128	1,467,208	78,307	357,818	148,405	115,216	118,179		
87 Stikine	6,369,371	439,408	24,109	594,835	60,762	124,935	51,181		
91 Nechako Lakes	58,418,034	3,387,353	221,120	564,028	289,483	1,096,373	503,247		
92 Nisga'a	9,161,070	939,383	34,676	152,586	54,315	116,874	130,091		
93 Conseil scolaire francophone	104,216,674	8,142,587	394,475	137,906	277,866	100,251	750,415		
Provincial Total	6,604,778,140	597,711,900	25,000,000	58,674,569	23,500,000	50,876,937	15,403,131		

*Includes total operating portion only; see Table D for capital portion

**To be announced later in March 2023

***To be determined

**TABLE D
ANNUAL FACILITY GRANT, 2023/24**

Updated March 2023

School District	Total Operating Portion	Capital Portion	Total 2023/24 Annual Facility Grant	Operating Portion			Total Allocation to Districts
				Gross	Withheld	Net	
					Capital Asset Mgmt System		
5 Southeast Kootenay	287,051	1,509,767	1,796,818	287,051	24,430	262,621	1,772,388
6 Rocky Mountain	195,843	1,030,051	1,225,894	195,843	16,667	179,176	1,209,227
8 Kootenay Lake	279,640	1,470,789	1,750,429	279,640	23,799	255,841	1,726,630
10 Arrow Lakes	62,466	328,544	391,010	62,466	5,316	57,150	385,693
19 Revelstoke	65,380	343,873	409,253	65,380	5,564	59,816	403,689
20 Kootenay-Columbia	193,904	1,019,854	1,213,758	193,904	16,502	177,402	1,197,255
22 Vernon	356,577	1,875,445	2,232,022	356,577	30,347	326,230	2,201,676
23 Central Okanagan	785,498	4,131,388	4,916,886	785,498	66,851	718,648	4,850,035
27 Cariboo-Chilcotin	311,807	1,639,973	1,951,780	311,807	26,537	285,270	1,925,243
28 Quesnel	179,130	942,147	1,121,277	179,130	15,245	163,885	1,106,032
33 Chilliwack	456,617	2,401,612	2,858,229	456,617	38,861	417,756	2,819,368
34 Abbotsford	692,103	3,640,169	4,332,272	692,103	58,902	633,201	4,273,370
35 Langley	680,306	3,578,119	4,258,425	680,306	57,898	622,407	4,200,527
36 Surrey	2,362,474	12,425,601	14,788,075	2,362,474	201,064	2,161,413	14,587,009
37 Delta	615,060	3,234,953	3,850,013	615,060	52,346	562,714	3,797,667
38 Richmond	829,289	4,361,706	5,190,995	829,289	70,578	758,711	5,120,417
39 Vancouver	2,238,404	11,773,052	14,011,456	2,238,404	190,502	2,047,901	13,820,954
40 New Westminster	235,916	1,240,820	1,476,736	235,916	20,078	215,838	1,456,659
41 Burnaby	931,106	4,897,223	5,828,329	931,106	79,243	851,863	5,749,087
42 Maple Ridge-Pitt Meadows	517,597	2,722,339	3,239,936	517,597	44,051	473,546	3,195,885
43 Coquitlam	1,139,837	5,995,058	7,134,895	1,139,837	97,007	1,042,830	7,037,888
44 North Vancouver	626,391	3,294,550	3,920,941	626,391	53,310	573,081	3,867,631
45 West Vancouver	267,433	1,406,584	1,674,017	267,433	22,760	244,673	1,651,257
46 Sunshine Coast	196,625	1,034,164	1,230,789	196,625	16,734	179,891	1,214,055
47 Powell River	122,953	646,681	769,634	122,953	10,464	112,489	759,170
48 Sea to Sky	191,174	1,005,494	1,196,668	191,174	16,270	174,904	1,180,398
49 Central Coast	60,303	317,169	377,472	60,303	5,132	55,171	372,340
50 Haida Gwaii	110,411	580,715	691,126	110,411	9,397	101,014	681,730
51 Boundary	113,371	596,282	709,653	113,371	9,649	103,722	700,004
52 Prince Rupert	135,659	713,507	849,166	135,659	11,545	124,113	837,621
53 Okanagan Similkameen	125,870	662,025	787,895	125,870	10,712	115,158	777,183
54 Bulkley Valley	141,686	745,207	886,893	141,686	12,058	129,627	874,834
57 Prince George	667,343	3,509,939	4,177,282	667,343	56,795	610,548	4,120,486
58 Nicola-Similkameen	125,854	661,936	787,790	125,854	10,711	115,143	777,079
59 Peace River South	285,789	1,503,128	1,788,917	285,789	24,322	261,466	1,764,594
60 Peace River North	299,020	1,572,719	1,871,739	299,020	25,449	273,572	1,846,290
61 Greater Victoria	810,431	4,262,522	5,072,953	810,431	68,973	741,458	5,003,980
62 Sooke	336,877	1,771,831	2,108,708	336,877	28,670	308,207	2,080,038
63 Saanich	305,872	1,608,756	1,914,628	305,872	26,032	279,840	1,888,596
64 Gulf Islands	103,649	545,148	648,797	103,649	8,821	94,828	639,976
67 Okanagan Skaha	268,518	1,412,288	1,680,806	268,518	22,853	245,665	1,657,953
68 Nanaimo-Ladysmith	555,746	2,922,988	3,478,734	555,746	47,298	508,449	3,431,437
69 Qualicum	199,383	1,048,671	1,248,054	199,383	16,969	182,414	1,231,085
70 Pacific Rim	211,812	1,114,039	1,325,851	211,812	18,027	193,785	1,307,824
71 Comox Valley	350,494	1,843,448	2,193,942	350,494	29,829	320,665	2,164,113
72 Campbell River	263,177	1,384,199	1,647,376	263,177	22,398	240,779	1,624,979
73 Kamloops-Thompson	701,984	3,692,136	4,394,120	701,984	59,743	642,241	4,334,377
74 Gold Trail	139,683	734,674	874,357	139,683	11,888	127,795	862,470
75 Mission	249,559	1,312,576	1,562,135	249,559	21,239	228,320	1,540,897
78 Fraser-Cascade	107,288	564,288	671,576	107,288	9,131	98,157	662,445
79 Cowichan Valley	384,142	2,020,424	2,404,566	384,142	32,693	351,449	2,371,873
81 Fort Nelson	64,624	339,893	404,517	64,624	5,500	59,124	399,016
82 Coast Mountains	308,323	1,621,646	1,929,969	308,323	26,240	282,082	1,903,728
83 North Okanagan-Shuswap	342,495	1,801,377	2,143,872	342,495	29,148	313,346	2,114,723
84 Vancouver Island West	79,225	416,689	495,914	79,225	6,743	72,482	489,172
85 Vancouver Island North	148,405	780,549	928,954	148,405	12,630	135,775	916,324
87 Stikine	60,762	319,582	380,344	60,762	5,171	55,591	375,173
91 Nechako Lakes	289,483	1,522,559	1,812,042	289,483	24,637	264,846	1,787,405
92 Nisga'a	54,315	285,675	339,990	54,315	4,623	49,693	335,367
93 Conseil scolaire francophone	277,866	1,461,459	1,739,325	277,866	23,648	254,218	1,715,678
Provincial Total	23,500,000	123,600,000	147,100,000	23,500,000	2,000,000	21,500,000	145,100,000



COWICHAN VALLEY

School District

FUNDING ANNOUNCEMENT ESTIMATE COMPARISON

	FUNDING		FUNDING		FTE	DIFFERENCE
	FTE	2023/2024	FTE	2022/2023		
SEPTEMBER ENROLMENT COUNT:						
STANDARD	8,045.2030	69,389,876	7,853.5650	61,925,360	191.6380	7,464,516
CONTINUING EDUCATION	-	-	6.0000	47,310	(6.0000)	(47,310)
ALTERNATE SCHOOLS	322.0000	2,777,250	300.0000	2,365,500	22.0000	411,750
DISTRIBUTED LEARNING	144.0000	1,002,240	220.0000	1,399,200	(76.0000)	(396,960)
HOME SCHOOLING	7.0000	1,750	15.0000	3,750	(8.0000)	(2,000)
COURSE CHALLENGES	2.0000	540	-	-	2.0000	540
ENROLMENT-BASED FUNDING		73,171,656		65,741,120		7,430,536
ENROLMENT DECLINE		-		-		-
LEVEL 1 SPECIAL NEEDS	8.0000	392,560	8.0000	358,800	-	33,760
LEVEL 2 SPECIAL NEEDS	461.0000	10,732,080	454.0000	9,661,120	7.0000	1,070,960
LEVEL 3 SPECIAL NEEDS	117.0000	1,375,920	117.0000	1,257,750	-	118,170
ENGLISH LANGUAGE LEARNING	308.0000	534,380	356.0000	564,260	(48.0000)	(29,880)
INDIGENOUS EDUCATION	1,752.0000	2,995,920	1,670.0000	2,613,550	82.0000	382,370
ADULT EDUCATION	-	-	-	-	-	-
EQUITY OF OPPORTUNITY SUPPLEMENT		524,841		476,485		48,356
UNIQUE STUDENT NEEDS		16,555,701		14,931,965		1,623,736
SALARY DIFFERENTIAL		1,449,240		1,381,669		67,571
UNIQUE GEOGRAPHIC FACTORS		5,735,131		5,486,175		248,956
EDUCATION PLAN		75,908		74,973		935
TOTAL SEPTEMBER ENROLMENT		96,987,636		87,615,902		9,371,734
FEBRUARY ENROLMENT COUNT:						
ENROLMENT-BASED FUNDING		228,330		285,030		(56,700)
UNIQUE STUDENT NEEDS		58,200		53,200		5,000
TOTAL FEBRUARY ENROLMENT		286,530		338,230		(51,700)
MAY ENROLMENT COUNT:						
ENROLMENT-BASED FUNDING		185,055		213,675		(28,620)
TOTAL MAY ENROLMENT		185,055		213,675		(28,620)
FULL YEAR FUNDING		97,459,221		88,167,807		9,291,414



COWICHAN VALLEY
School District

OPERATING GRANT FUNDING RATES

Category	2021/2022			2022/2023			2023/2024		
	Rate	Change	%	Rate	Change	%	Rate	Change	%
Standard / Continuing Ed / Alternate	7,885	325	4.30%	7,885	-	0.00%	8,625	740	9.38%
Distributed Learning	6,360	260	4.26%	6,360	-	0.00%	6,960	600	9.43%
Level 1	44,850	1,850	4.30%	44,850	-	0.00%	49,070	4,220	9.41%
Level 2	21,280	880	4.31%	21,280	-	0.00%	23,280	2,000	9.40%
Level 3	10,750	450	4.37%	10,750	-	0.00%	11,760	1,010	9.40%
English Language Learner	1,585	55	3.62%	1,585	-	0.00%	1,735	150	9.46%
Indigenous Education	1,565	65	4.33%	1,565	-	0.00%	1,710	145	9.27%
Adult Education	5,030	207	4.29%	5,030	-	0.00%	5,505	475	9.44%



RECONCILIATION OF GRANT ANNOUNCEMENT

	ANNUAL 2023/2024	ANNUAL 2022/2023	DIFFERENCE
ESTIMATED FULL YEAR GRANT	97,459,221	88,167,807	9,291,414
LABOUR SETTLEMENT FUNDING		3,464,793	(3,464,793)
COMPARATIVE GRANT	97,459,221	91,632,600	5,826,621



COWICHAN VALLEY
School District

**2023/2024 OPERATING BUDGET REVENUE
SCHEDULE 2A**

		(A) 2023/24 ANNUAL BUDGET	(B) 2022/23 ANNUAL BUDGET	(C) (A - B) CHANGES
PROVINCIAL GRANTS:	OPERATING GRANTS	\$ 97,459,221	\$ 88,167,807	\$ 9,291,414
	LEA RECOVERY	(6,691,959)	(6,505,766)	(186,193)
	OTHER MINISTRY OF EDUCATION GRANTS			
	PAY EQUITY	363,682	363,682	-
	TRANSPORTATION FUND	283,524	283,524	-
	SUPPORT STAFF BENEFIT FUNDING	186,242	186,242	-
	OTHER MIN OF ED GRANTS	-	-	-
	COLA 1.25% ESTIMATE (TEACHERS AND SUPPORT STAFF)	950,000	-	950,000
	TOTAL PROVINCIAL GRANTS: MINISTRY OF EDUCATION	92,550,710	82,495,489	10,055,221
	PROVINCIAL GRANTS - OTHER: INDUSTRY TRAINING AUTHORITY	216,000	216,000	-
	FEDERAL GRANTS:	-	-	-
OTHER REVENUE:	CONTINUING EDUCATION		-	-
	INTERNATIONAL & OUT-OF-PROVINCE TUITION FEES	2,000,000	2,100,000	(100,000)
	OTHER TUITION FEES		-	-
	LOCAL EDUCATION AGREEMENTS/DIRECT	6,691,959	6,505,766	186,193
	MISCELLANEOUS			
	MISCELLANEOUS		-	-
	REGISTRATION FEES ISP	40,000	40,000	-
	TRANSPORTATION FEES - ISP	55,000	55,000	-
	HOMESTAY PLACEMENT - ISP	40,000	40,000	-
	ASSET SALES			-
	TOTAL OTHER FEES AND REVENUES	8,826,959	8,740,766	86,193
	RENTALS AND LEASES:	150,000	150,000	-
	INVESTMENT REVENUE:	700,000	284,000	416,000
	TOTAL OPERATING REVENUE	\$ 102,443,669	\$ 91,886,255	\$ 10,557,414



COWICHAN VALLEY
School District

2023/2024 OPERATING BUDGET EXPENDITURES
SCHEDULE 2B

		(A) 2023/24 ANNUAL BUDGET		(B) 2022/23 ANNUAL BUDGET		(C) (A - B) CHANGES
	FTE		FTE		FTE	
SALARIES						
TEACHERS	450.74	\$ 43,088,490	445.43	\$ 37,806,568	5.32	\$ 5,281,922
PRINCIPALS AND VICE-PRINCIPALS	45.58	6,333,068	47.97	6,286,814	(2.39)	46,254
EDUCATION ASSISTANTS	178.50	8,855,092	176.43	7,768,983	2.07	1,086,109
SUPPORT STAFF	174.98	10,591,826	176.56	9,603,500	(1.58)	988,326
OTHER PROFESSIONALS	28.00	2,482,874	26.08	2,120,074	1.92	362,800
SUBSTITUTES		5,310,172		4,580,281	-	729,891
	877.81	76,661,522	872.47	68,166,220	5.34	8,495,302
	%		%			
EMPLOYEE BENEFITS	24.26%	18,596,512	23.89%	16,283,741		2,312,771
TOTAL SALARIES AND BENEFITS		95,258,034		84,449,961		10,808,073
SERVICES AND SUPPLIES						
SERVICES		3,160,436		3,468,136		(307,700)
STUDENT TRANSPORTATION		276,525		276,525		-
PROFESSIONAL DEVELOPMENT AND TRAVEL		610,900		584,148		26,752
RENTALS AND LEASES		67,100		67,100		-
DUES AND FEES		114,310		114,310		-
INSURANCE		250,534		250,134		400
SUPPLIES		3,688,218		3,271,970		416,248
UTILITIES		1,610,580		1,596,900		13,680
TOTAL SERVICES AND SUPPLIES		9,778,603		9,629,223		149,380
TOTAL OPERATING EXPENDITURES		\$ 105,036,637		\$ 94,079,184		\$ 10,957,453



COWICHAN VALLEY
School District

School District No. 79 (Cowichan Valley)
2023/2024 Annual Operating Budget

	EXPENDITURES		REVENUES	SURPLUS (SHORTFALL)
OPERATING EXPENDITURES: Functions 1-9	\$ 105,036,637	OPERATING REVENUE	\$ 102,443,669	
CAPITAL ASSET TRANSFER		SURPLUS APPROPRIATION		
SDS Software Modules	38,866			
Space Expansion	250,000			
<u>OPERATING EXPENDITURE TOTAL</u>	<u>\$ 105,325,503</u>	<u>OPERATING REVENUE TOTAL</u>	<u>\$ 102,443,669</u>	<u>\$ (2,881,834)</u>



RECONCILIATION OF CHANGES IN BUDGET POSITION FOR 2023/2024

REVENUES:

PROVINCIAL FUNDING ESTIMATE	9,291,414	
PROJECTED COLA TEACHERS AND SUPPORT STAFF	950,000	
INTERNATIONAL PROGRAM REVENUES	(100,000)	
INTEREST	416,000	
SURPLUS USED IN 2022/2023 TO BALANCE	(2,231,795)	8,325,619

EXPENDITURES:

TEACHER WAGE INCREMENTS	(342,204)	
TEACHERS - INCREASED ENROLMENT	(508,561)	
WAGE INCREASES	(6,914,647)	
STATUTORY BENEFITS (CPP, EI AND WORKSAFE BC)	(1,057,085)	
PENSION BENEFITS	(1,048,269)	
HEALTH BENEFITS (LIFE, EXTENDED AND DENTAL)	(302,668)	
LEAVE REPLACEMENTS	(690,666)	
LEGAL / INVESTIGATIONS	(40,000)	
SOFTWARE LICENCES	(23,000)	
MAINTENANCE / CUSTODIAL / TRANSPORTATION SUPPLIES - INFLATION	(122,500)	
DIESEL FUEL	(150,000)	
DUAL CREDIT TUITION	250,000	
ELECTION	100,000	
CAPITAL TRANSFER	(250,000)	
MISCELLANEOUS ADJUSTMENTS	(107,853)	(11,207,453)

SHORTFALL RECONCILIATION	(2,881,834)
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() = COST PRESSURE



COWICHAN VALLEY
School District

**2023/2024 Annual Operating Budget
Surplus Reconciliation**

	2023/2024 Annual Budget
Operating Surplus at at June 30, 2022	7,155,378
Internally Restricted :	
Offset 2022/2023 Shortfall	1,796,429
Other	1,070,428
Subtotal	2,866,857
Unrestricted Surplus	4,288,521
Surplus Projection as at February 28, 2023	652,396
Projected Available Surplus as at June 30, 2023	4,940,917
Surplus Required to Balance 2023/2024 Annual Budget	(2,881,834)
Surplus Remaining for Subsequent Years	2,059,083
% Of Operating Budget	1.95%

POLICY 1 - FOUNDATIONAL STATEMENTS

Acknowledgement of Territory

The Cowichan Valley School District recognizes, and gives thanks, that we work, live, and play on the traditional lands of the Hul'q'umi'num' and Ditidaht speaking peoples, specifically the lands of the Quw'utsun, Malahat, Ts'uubaa-asatx, Halalt, Penelakut, Stz'uminus, & Lyackson Peoples. We dedicate this work to our First Nations, Inuit and Métis, and all children in the Cowichan Valley School District.

Our Story

Beyond Education: Preparing our learners for a world they will create.

Our Mission

Our students are agile and prepared to transition to a future of their choosing.

Our Learners

- Are compassionate
- Collaborate
- Contribute
- Think critically
- Create and innovate
- Are literate across domains

We Value

- Equity
- Relationships
- Environment
- Harmony
- Inclusiveness

The Logo Design



The Cowichan Valley School District logo shall only be used by external organizations with prior approval of the Superintendent or designate as assigned by Superintendent.

Common Name

Cowichan Valley School District

Legal Name

The Board of Education of School District No. 79 (Cowichan Valley)

**HIGHLIGHTS OF THE ADVISORY COMMITTEE MEETING OF SCHOOL DISTRICT NO. 79
(COWICHAN VALLEY) HELD ON TUESDAY, JANUARY 17, 2023 AT 4:30 PM**

PRESENT:

Trustee Elizabeth Croft, Chair
Trustees Randy Doman, Cindy Lise, Cathy Schmidt, Eduardo Sousa,
Robyn Gray, Superintendent
Jason Sandquist, Secretary-Treasurer
Sheryl Koers, Associate Superintendent
Margaret Olsen, Associate Superintendent
Mike Russell, Director of Communications
Richard Dyble, Director of Operations
Jeff Rowan, Director of Inclusive Learning
Darlene Reynolds, Director of Inclusive Learning
Mike Greenslade and Louise Thomson, CVTF
Brent Ranger, Rhonda LaForge CVPVPA
Adam Clutchey, CUPE
Vicki Miller, USW
Carmen Sundstrom, DPAC
Caoimhe-Ann Therrien and Ena Fox-Povey, DSAC
Claire Spencer, Recording Secretary

APOLOGIES:

Trustees Jennifer Strachan and Joe Thorne
Erin Egeland, Associate Secretary-Treasurer

1. **Call to Order**

Trustee Croft called the meeting to order at 4:30 p.m. and respectfully acknowledged that the meeting was taking place on the traditional and ancestral lands of the Coast Salish people where we live, work, learn and play.

2. **Check-In**

Brent Ranger: French Immersion schools spent a week celebrating Carnival. Ecole Cobble Hill celebrations included an ArtStarts production, themed races in the gym, and Metis dancers. Ecole Mount Prevost held a competitive but respectful floor hockey tournament, served a waffle breakfast courtesy of Nourish Cowichan, and had a visit from the Capitals hockey team. Bench Elementary will be celebrating its 150th birthday on June 15 and is reaching out to former staff and students to share their experiences at the school. Students are studying the history of the region and will share their findings. The school is working on a retro logo which incorporates Coast Salish themes in the design.

Rhonda LaForge: Second semester has begun at secondary schools. Preparations are underway to get leadership students to Youth Action Day. This is Compassionate Week with many activities taking place across the District. Chemainus Secondary's boiler is not working following a power surge so the school will be closed tomorrow. Lots of fun activities going on in the school and good things happening for sure.

Eva Fox-Povey: This is Kindness Week at Quamichan School. Today is Media Awareness Day and Pink Shirt Day is tomorrow.

Caoimhe-Ann: School spirit is high at Quamichan after students participated in a basketball tournament, and two Grade 8 wrestlers won bronze medals at a recent competition.

Vicki Miller: USW members are plugging along and working hard. They are still short bus drivers and looking to hire more.

Louise Thomson: A few years ago Teachers' Associations from Cowichan, Sooke, Saanich and Victoria teamed up to present a Pro-D conference called Tapestry. This conference is now the second largest Pro-D conference in the province, with over 2,000 people participating in the 2023 event.

Adam Clutchey: Planning has started for CUPE's Pro-D Day on May 5. Members are looking forward to spring break. All members received CUPE Local 5101 sweatshirts.

Mike Greenslade: Lake Cowichan teachers are plugging along, counting down to spring break. They are also looking forward to the implementation of the automated dispatch system.

Carmen Sundstrom: DPAC has asked PACs to gather feedback on the District's budget process and bring them to DPAC. They are very happy to have filled the Treasurer position. The next meeting is in April due to spring break, which will mean a quick turnaround for the BCCPAC in early May. They are planning to check in with schools as they are at the halfway point for this year's family affordability fund. There are some upcoming ERASE training sessions (geared towards parents but everyone is welcome) regarding the consent curriculum and what consent means.

Cathy Schmidt: All Board Committees are now up and running. The Board received a progress update on the new high school which is on track to open next year. Trustees have been busy with revisions to Policy 7 – Board Operations, and meeting with partner groups to gather feedback on the 2023-2024 budget.

Jason Sandquist: The amended budget continues to be amended to reflect funding received for recent wage increases. Once amended, it will form the basis for the upcoming year's budget. The building of the 2023-2024 budget will continue until early May.

Robyn Gray: Some members of senior management will be working with the architects of the new Cowichan Secondary Wednesday through Friday this week to finalize the 100% design completion. The annual Student Learning Survey for parents, staff and students in Grades 4, 7, 10 and 12 is underway. This survey provides evidence on how well we're doing with social/emotional learning and learning overall. Directors Jeff Rowan and Darlene Reynolds are working on the schedule for the April 17 Non-Instructional Day, which will feature professional learning focused on the District's Strategic Plan. February is a time for planning: course selection at secondary schools; staffing; supporting student learning across the school system; and determining any shifts that need to be made to provide the best opportunities for our learners. A leadership event is being planned for DSAC at Capernwray in May for team building and to bring more student leaders and voices on board.

3. **New Business**

3.1 Revisions to Policy 7 – Trustee Cathy Schmidt

The Board received concerns from some of its partner groups regarding the behaviour and comments by members of the public at the February 2023 Board Meeting. As a result, changes to Policy 7 – Board Operations were drafted. Changes include:

- Members of the public who wish to ask a question during question period will be required to complete a form on which they provide their name and address, indicate which Agenda item their question pertains to, and write their question. The Secretary-Treasurer will review the forms to ensure compliance prior to reading the questions.
- Members of the gallery who behave inappropriately will only receive one warning, and will be escorted from the room if their behaviour continues. A person who has been deemed guilty of improper conduct at a meeting will be prevented from asking questions or appearing as a delegation for the balance of the school year.

The changes were reviewed and discussed. Partners thanked the Board for taking their concerns seriously and for drafting the proposed changes so quickly.

3.2 Budget Assumptions – Jason Sandquist

Budget assumptions are considerations that are made when building the draft budget, such as increases to enrolment, wages, and utility rates – any changes that could impact the budget. Partner groups were asked to share any items they felt should be considered. It was suggested that the budget for teacher leave replacements not be decreased as teacher burnout and absences due to illness are expected to remain high.

4. **Old Business**

4.1 Truth and Reconciliation (Standing Item)

Work towards Truth and Reconciliation included:

- efforts to make land acknowledgements more meaningful and specific (less generic);
- holding of an Indigenous themed Remembrance Day event;
- student trips to Penelakut to see the beauty of the Island and walk the trails (which also helped all students to realize the journey that kids from Penelakut take every day to and from school);
- recent bargaining saw language embedded for Indigenous members, and a land acknowledgement added to the agreement's cover page;
- a suggestion that school websites be updated to include information on the history of the site, whose territory the school is on, and whether the Nation is ceded or unceded.

5. **Adjournment**

The meeting adjourned at 5:30 p.m.