



## FINANCE & OPERATIONS COMMITTEE OF THE WHOLE

MONDAY, JUNE 19, 2023  
10:30 to noon  
Via Zoom

### Join Zoom Meeting

<https://sd69-bc-ca.zoom.us/j/61961102442?pwd=em9DOStaclErOGh2RjlGY1NrU21wZz09>

Meeting ID: 619 6110 2442  
Passcode: 744828

**Facilitator: Trustee Elaine Young**

*Mandate: To discuss and make recommendations to the Board on financial, facilities, maintenance, technology and transportation matters with a view to environmental sustainability.*

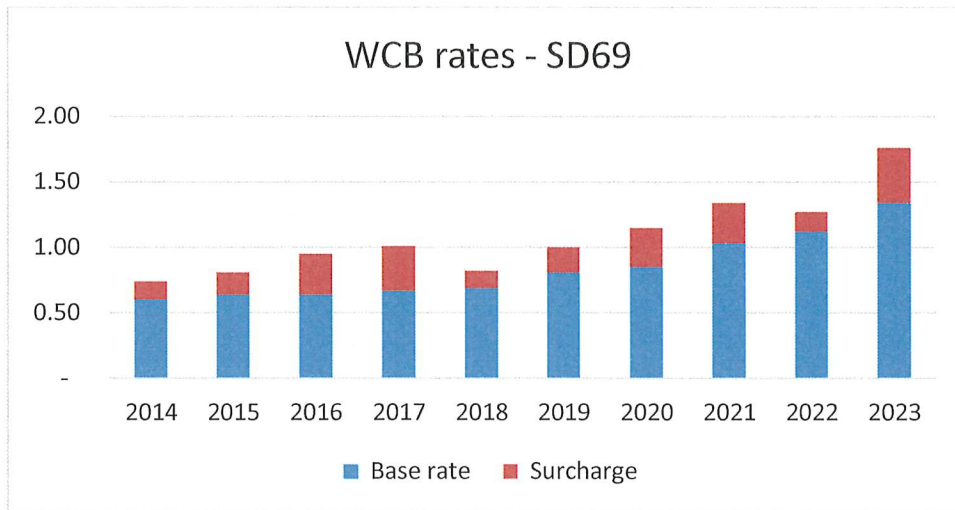
### AGENDA

We would like to give thanks and acknowledge that the lands on which we work and learn are on the shared traditional territory of the Qualicum and Snaw-Naw-As (Nanoose) First Nations People.

1. **PRESENTATIONS (10 MINUTES)**
  - a. Early Care and Child Care Update (Sheila)
  - b. **PROJECT UPDATES**
    - a. Oceanside Community Track (Elaine/Phil)
    - b. Operations Update (Phil/Ron)
      - BC Hydro Energy Consultant
      - Prism Report
  - c. **ITEMS FOR DISCUSSION**
    - a. WCB Rate Increases (Brant/Anna) p 1
    - b. 2024-2025 Major Capital Projects (Ron) p 2
    - c. Facility Condition Index (Ron) p 3
4. **INFORMATION ITEM(S)**
  - a. End of Year Financial Update (Ron) attachment p 4-5
5. **ITEMS FOR RECOMMENDATION TO THE BOARD**
6. **FUTURE TOPICS**
7. **NEXT MEETING DATE:**  
Monday, September 18, 2023 at 10:30 via zoom
8. **ADJOURNMENT**

SCHOOL DISTRICT NO. 69 (QUALICUM)  
 Summary Employer Rates and Associated costs

6/9/2023



WCB Rates	Base rate	Surcharge	Total Rate	Y/Y chg	Basis of Surcharge
2012	0.55	0.04	0.59		7.3%
2013	0.55	0.06	0.61	3%	10.9%
2014	0.60	0.14	0.74	21%	23.3%
2015	0.64	0.17	0.81	9%	26.6%
2016	0.64	0.31	0.95	17%	48.4%
2017	0.67	0.34	1.01	6%	50.7%
2018	0.69	0.13	0.82	-19%	18.8%
2019	0.81	0.19	1.00	22%	23.5%
2020	0.85	0.30	1.15	15%	35.3%
2021	1.03	0.31	1.34	17%	30.1%
2022	1.12	0.15	1.27	-5%	13.4%
2023	1.34	0.42	1.76	<b>39%</b>	31.3%

**Base rate** is based on the classification unit assigned to us: **Public School District**  
 How we as a sector are doing

**Surcharge** is calculated from our experience and adjusts our rate +/-  
 How we are doing versus the sector

Assessable payroll = \$40M

WorkSafe BC annual assessment = 40 M x 1.76% = \$704K

**Major Project**

**Seismic Mitigation Project (SMP)**

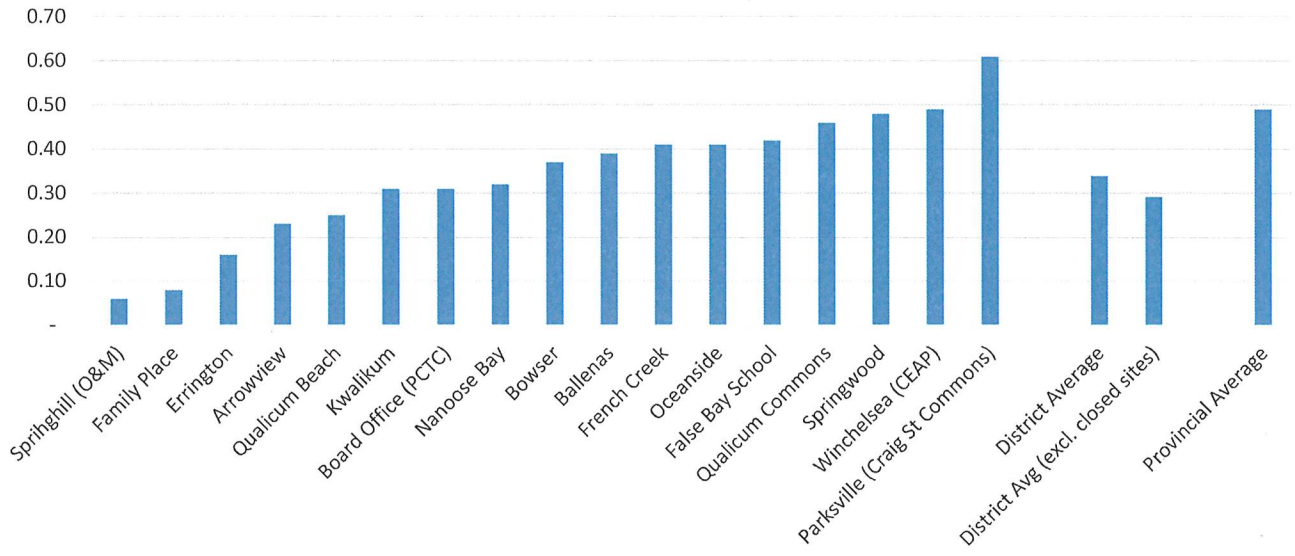
Priority	Facility Name	Project Type	Facility Code	Risk Rating	Project Description	Planning				
						23/24	24/25	25/26	26/27	27/28
1	False Bay Elementary	Seismic upgrade	6969016	H1	Seismic Upgrade of 1 H1 block supported	3,027,343				
2	Ballenas Secondary	Seismic upgrade	6969012	H2	Seismic Upgrade of 1 H2 block		3,626,019			
3	French Creek Elementary	Seismic upgrade	6969002	H1	Seismic Upgrade of 1 H1 block			3,626,019		
4	Kwalikum Secondary	Seismic upgrade	6969014	H3	Seismic Upgrade of 2 H3 block			5,271,096		
5	Kwalikum Secondary	Seismic upgrade	6969014	H2	Seismic Upgrade of 1 H2 block				13,092,270	
6	Qualicum Commons	Seismic upgrade	6969006	H3	Seismic Upgrade of 1 H3 block					1,891,324
	Winchelsea Elementary	Seismic upgrade	6969013	H3	Seismic Upgrade of 2 H3 blocks					

False Bay School on Lasquiti Island will need a new roof in the 2021/22 year, but waiting for seismic approval. The roof should be replaced at the same time

**Replacement Program (REP)**

Priority	Facility Name	Project Type	Primary Drive	Project Description	Project Benefits	Value	Phased?	23/24	24/25	25/26	25/26	27/28
1	False Bay Elementary	Replacement	Building Renewal	Replacement	Facility requires a complete seismic upgrade. Replacing would be more cost effective for this 50+ year old facility. Systems and structures are requiring large infusions of time and money at an isolated location.			3,900,000				

### Facility Condition Index (FCI)



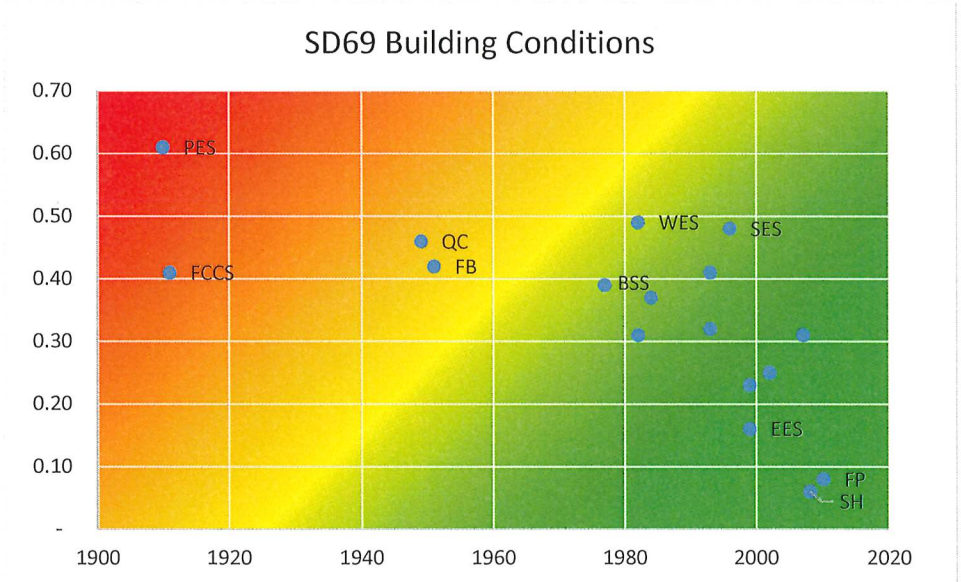
FCI is the total cost of needed building repairs and renewal divided by the current cost of replacing the building. Each building's FCI score reflects the current condition of the building: good, fair, poor, or critical. It is normal to see buildings in all stages of condition.

	Renewals	Replacement	FCI	Identified needs
False Bay (building)	710,086	1,572,816	0.45	
Springwood	6,232,384	12,725,057	0.49	HVAC/Roof/floors
Craig Street Commons (PES)	3,708,334	6,129,905	0.60	HVAC/Roof/floors

When we do work on the facilities the FCI improves

	2016	2022	2023	Recent projects
Ballenas Secondary	0.56	0.53	0.40	HVAC/roofing \$1.4/\$2.5M

### SD69 Building Conditions





SCHOOL DISTRICT NO. 69 (QUALICUM)  
2022-23 Financial Summary

6/9/2023

	2021/22				2022/23		
	Amended Budget	YTD May-22	% of Budget	Actual	Amended Budget	YTD May-23	% of Budget
<b>REVENUE</b>							
<b>PROVINCIAL GRANTS</b>							
Operating Grant	45,792,277	41,879,086	91.5%	45,709,913	47,983,205	44,442,982	92.6%
Other MOE Grants-Transportation fund	426,341	298,439	70.0%	426,341	426,341	298,439	70.0%
Other MOE Grants-Pay Equity	936,176	213,823	22.8%	936,176	936,176	213,823	22.8%
Other MOE Grants-Misc	50,000	98,463	196.9%	98,463	20,810	90,196	433.4%
<b>TOTAL MINISTRY OF ED GRANTS</b>	<b>47,204,794</b>	<b>42,489,811</b>	<b>90.0%</b>	<b>47,170,893</b>	<b>49,366,532</b>	<b>45,045,440</b>	<b>91.2%</b>
<b>OTHER REVENUES</b>							
Other Provincial Revenues	150,000	133,929	89.3%	139,889	150,000	134,056	89.4%
Offshore Tuition	3,000,000	3,127,207	104.2%	3,661,653	3,800,000	3,225,935	84.9%
Miscellaneous	140,000	134,446	96.0%	153,658	140,000	136,806	97.7%
Rental and Leases	600,000	664,374	110.7%	677,331	600,000	717,655	119.6%
Investment Income	120,000	109,309	91.1%	118,924	420,000	460,913	109.7%
<b>TOTAL OTHER REVENUE</b>	<b>4,010,000</b>	<b>4,169,265</b>	<b>104.0%</b>	<b>4,751,455</b>	<b>5,110,000</b>	<b>4,675,365</b>	<b>91.5%</b>
<b>TOTAL REVENUES</b>	<b>51,214,794</b>	<b>46,659,076</b>	<b>91.1%</b>	<b>51,922,348</b>	<b>54,476,532</b>	<b>49,720,805</b>	<b>91.3%</b>
<b>EXPENDITURES</b>							
<b>SALARIES AND BENEFITS</b>							
Teachers	20,030,109	18,264,810	91.2%	20,327,502	20,557,366	18,679,442	90.9%
Principals and Vice Principals	3,495,970	3,216,238	92.0%	3,487,858	3,606,337	3,274,264	90.8%
Educational Assistants	3,729,695	3,228,021	86.5%	3,633,828	3,743,872	3,221,603	86.1%
Support Staff	5,388,964	4,779,364	88.7%	5,439,728	5,699,870	5,218,394	91.6%
Other Professionals	1,786,335	1,589,442	89.0%	1,651,448	1,893,638	1,730,751	91.4%
Substitutes	1,725,708	1,781,673	103.2%	2,088,793	2,078,572	1,833,017	88.2%
Benefits	9,365,833	8,102,070	86.5%	9,156,176	9,660,259	8,673,534	89.8%
<b>TOTAL SALARIES AND BENEFITS</b>	<b>45,522,614</b>	<b>40,961,618</b>	<b>90.0%</b>	<b>45,785,333</b>	<b>47,239,914</b>	<b>42,631,005</b>	<b>90.2%</b>
Benefits as a % of Total Salaries	25.9%	24.7%		25.0%	25.7%	25.5%	
<b>SUPPLIES AND SERVICES</b>							
Services	2,684,268	2,604,718	97.0%	2,811,939	3,237,968	2,935,502	90.7%
Training and Travel	543,085	281,367	51.8%	426,658	481,500	317,760	66.0%
Rental and Leases	5,000	8,831	176.6%	9,580	5,000	29,979	599.6%
Dues and Fees	71,000	68,580	96.6%	73,104	68,000	77,304	113.7%
Insurance	164,000	153,851	93.8%	158,733	185,000	180,415	97.5%
Supplies	2,069,202	2,228,432	107.7%	2,618,981	2,097,540	2,301,733	109.7%
Utilities	961,000	1,057,140	110.0%	1,164,708	1,161,610	1,081,967	93.1%
Capital Equipment							
<b>TOTAL SUPPLIES AND SERVICES</b>	<b>6,497,555</b>	<b>6,402,919</b>	<b>98.5%</b>	<b>7,263,703</b>	<b>7,236,618</b>	<b>6,924,660</b>	<b>95.7%</b>
<b>TOTAL EXPENDITURES</b>	<b>52,020,169</b>	<b>47,364,537</b>	<b>91.1%</b>	<b>53,049,036</b>	<b>54,476,532</b>	<b>49,555,665</b>	<b>91.0%</b>
<b>NET REVENUE (EXPENDITURE)</b>	<b>-805,375</b>	<b>-705,461</b>		<b>-1,126,688</b>	<b>0</b>	<b>165,140</b>	
Budgeted Use of Surplus	805,375	0		1,126,688		0	
<b>Surplus (Deficit), for the Year</b>	<b>0</b>	<b>-705,461</b>		<b>0</b>	<b>0</b>	<b>165,140</b>	

SCHOOL DISTRICT NO. 69 (QUALICUM)  
2022-23 Financial Summary

6/9/2023

	2021/22				2022/23		
	Amended Budget	YTD May-22	% of Budget	Actual	Amended Budget	YTD May-23	% of Budget
<u>INSTRUCTION</u>							
Regular Instruction	24,208,898	22,123,491	91.4%	24,761,455	24,681,997	22,701,590	92.0%
Career Programs	584,879	518,642	88.7%	569,427	469,140	421,034	89.7%
Library Services	1,091,455	934,973	85.7%	1,063,118	1,041,367	914,602	87.8%
Counselling	1,026,931	935,047	91.1%	1,040,102	1,109,579	1,062,586	95.8%
Special Education	7,387,810	6,515,337	88.2%	7,281,084	7,751,221	6,655,324	85.9%
Early Learning and Childcare							
English as a Second Language	96,450	94,977	98.5%	104,907	166,410	136,718	82.2%
Aboriginal Education	764,061	544,376	71.2%	715,111	858,688	713,217	83.1%
School Administration	3,824,593	3,276,561	85.7%	3,718,842	3,948,524	3,265,595	82.7%
Continuing Education	0		0.0%	0	0	-	
Off Shore Students	2,510,368	2,450,861	97.6%	2,735,229	2,859,613	2,676,479	93.6%
Other	50,857	47,298	93.0%	50,379	50,956	47,709	93.6%
Function 1 - Instruction	41,546,302	37,441,563	90.1%	42,039,654	42,937,495	38,594,854	89.9%
<u>DISTRICT ADMINISTRATION</u>							
Educational Administration	727,240	656,365	90.3%	705,485	850,790	770,287	90.5%
School District Governance	217,548	192,169	88.3%	210,313	272,591	260,492	95.6%
Business Administration	1,429,197	1,374,695	96.2%	1,496,520	1,589,137	1,482,613	93.3%
Function 4 - District Administration	2,373,985	2,223,229	93.6%	2,412,318	2,712,518	2,513,392	92.7%
<u>OPERATIONS AND MAINTENANCE</u>							
Operations and Maintenance Admin	576,802	547,468	94.9%	529,740	682,834	593,849	87.0%
Maintenance Operations	4,341,681	4,130,386	95.1%	4,556,082	4,606,621	4,598,383	99.8%
Maintenance of Grounds	328,300	321,301	97.9%	362,905	338,590	446,021	131.7%
Utilities	1,066,000	1,171,389	109.9%	1,278,957	1,236,000	1,198,673	97.0%
Function 5 - Operations and Maint	6,312,783	6,170,544	97.7%	6,727,684	6,864,045	6,836,926	99.6%
<u>TRANSPORTATION AND HOUSING</u>							
Transportation and Housing Admin	163,138	134,772	82.6%	151,942	166,347	196,745	118.3%
Student Transportation	1,605,961	1,360,676	84.7%	1,675,213	1,756,127	1,383,682	78.8%
Housing/Boarding	18,000	33,754	187.5%	42,226	40,000	30,066	75.2%
Function 7 - Transportation and Housing	1,787,099	1,529,202	85.6%	1,869,381	1,962,474	1,610,493	82.1%
TOTAL FUNCTION 1-7	52,020,169	47,364,538	91.1%	53,049,037	54,476,532	49,555,665	91.0%

<u>Special Purpose Fund (SPF) Budget</u>							
Annual Facility Grant	195,141	41,860	21.5%	195,141	199,383	58,198	29.2%
Classroom Enhancement Fund	4,071,511	3,512,168	86.3%	4,071,511	4,339,880	3,414,050	78.7%
Community Link	391,995	228,068	58.2%	391,995	405,387	196,628	48.5%
Learning Improvement Fund	160,784	145,869	90.7%	160,784	160,397	117,473	73.2%
French Funds	97,565	79,685	81.7%	112,718	149,176	76,383	51.2%
Strong Start	96,000	78,412	81.7%	96,000	96,000	78,404	81.7%
Ready, Set, Learn	19,600	17,939	91.5%	19,600	19,600	21,187	108.1%
Federal Safe Return	0	0	0.0%	58,900	41,955	52,331	124.7%
Provincial Safe Return	186,677	130,115	69.7%	186,677	0		
Family Affordability Fund					448,698	281,722	62.8%
Mental Health	113,520	126,963	111.8%	113,519	55,000	49,402	89.8%
Seamless DC	96,000	46,186	48.1%	61,026	91,975	83,128	90.4%
CR4YC/ECL Scan	13,876	0	0.0%	0	175,000	63,343	36.2%
FN Transportation	107,472	59,070	55.0%	100,000	119,680	67,681	56.6%
School Generated Funds					6,000	0	0.0%
Special Purpose Funds-Total	5,550,141	4,466,335	80.5%	5,567,871	6,308,131	4,559,930	72.3%