



FINANCE & OPERATIONS COMMITTEE OF THE WHOLE

MONDAY, OCTOBER 18, 2021
10:30 to noon
via zoom

Mandate: To discuss and make recommendations to the board on financial matters and matters pertaining to facilities, maintenance, technology and transportation.

AGENDA

Facilitator: Trustee Flynn

Join Zoom Meeting

<https://sd69-bc-ca.zoom.us/j/6366023344?pwd=Sml0c0JOaEU2WnZFRk45M3FTVHVuZz09>

Meeting ID: 636 602 3344

Passcode: 393760

1. **ACKNOWLEDGEMENT OF TRADITIONAL TERRITORIES**
2. **PRESENTATION**
3. **PROJECT UPDATES**
 - a. Oceanside Community Track at Ballenas (Elaine)
 - b. Arrowview Elementary Child Care Project/Building (Chris)
 - c. Green House Gas Emissions Study by Prism Engineering (Chris) **ATT**
4. **ITEMS FOR DISCUSSION**
5. **INFORMATION ITEM**
 - a. Zonar Bus Pass Update (Chris)
 - b. Electronic Work Order Software (Chris/Lesley)
 - c. Quarterly Financial Summary (Ron) **ATT**
 - d. Land and Facilities Review (Peter)
6. **ITEMS FOR RECOMMENDATION TO THE BOARD**
7. **FUTURE TOPICS**
 - a. Exploration of Community Schools Concept (Peter)
8. **NEXT MEETING DATE:**
Monday, November 15, 2021 at 10:30 (via Zoom until further notice)
9. **ADJOURNMENT**

School District 69 Qualicum – Strategic Energy Management Proposal in partnership with BC Hydro

Site	Size in square feet	Year built	Area	Hydro Grant	SD69 Responsibility	Cost per ft2
Ballenas Secondary School	117143	1996-2001	Parksville	\$17,685.00	\$29,286.00	\$0.25/ft2
Kwalikum Secondary School	105206.5	1981-1987	Qualicum Beach	\$15,895.00	\$26,300.00	\$0.25/ft2
Oceanside Elementary School	61694.54	1993	Parksville	\$9,368.00	\$15,524.00	\$0.25/ft2
Springwood Elementary School	56693.52	1996	Parksville	\$8,618.00	\$14,173.00	\$0.25/ft2
Qualicum Elementary School	53119.9	2002	Qualicum Beach	\$8,082.00	\$13,280.00	\$0.25/ft2
Total	393857.46 ft2			\$59,648.00	\$98,563.00	

School District 69 in partnership with Prism Engineering applied to BC Hydro to obtain a Continuous Optimization Program Grant to use towards our Proposal for Strategic Energy Management.

Shown above are the costs associated with both parts of the proposal. BC Hydro has authorized grant amounts to sites in the amount of approx. \$0.15/ft2, but associated with the grant, SD69 will be responsible to pay (over a 2-year period) an amount equal to \$0.25/ft2 in energy related reductions from the Prism Engineering Strategic Plan audit. The totals associated to this (see above under SD69 Responsibilities) will be an expectation under the “BC Hydro Incentive Project Summary and Applicants Project Implementation Declaration” which is a signed contract with BC Hydro.

Respectfully submitted by Chris Dempster

SCHOOL DISTRICT NO. 69 (QUALICUM)
2021-22 Financial Summary

10/13/2021

	2020/21				2021/22		
	Amended Budget	YTD Sep-20	% of Annual	Actual	Annual Budget	YTD Sep-21	% of Annual
REVENUE							
PROVINCIAL GRANTS							
Operating Grant	44,146,379	5,438,154	12.3%	44,534,890	46,179,571	5,545,368	12.0%
Other MOE Grants-Additional grant	426,341		0.0%	426,341	426,341		0.0%
Other MOE Grants-Pay Equity	936,176	36,068	3.9%	936,176	936,176	30,519	3.3%
Other MOE Grants-Misc	1,321,056		0.0%	1,346,704	0		0.0%
TOTAL MINISTRY OF ED GRANTS	46,829,952	5,474,222	12.1%	47,244,111	47,542,088	5,575,887	11.7%
OTHER REVENUES							
Other Provincial Revenues	110,000	39,959	36.3%	146,370	150,000	32,966	22.0%
Offshore Tuition	1,000,000	344,559	34.5%	1,370,654	2,500,000	1,292,483	51.7%
Miscellaneous	140,000	2,220	1.6%	93,355	140,000	64,266	45.9%
Rental and Leases	550,000	635,876	115.6%	624,850	600,000	632,597	105.4%
Investment Income	190,000	34,072	17.9%	117,053	190,000	24,184	12.7%
TOTAL OTHER REVENUE	1,990,000	1,056,686	53.1%	2,352,282	3,580,000	2,046,496	57.2%
TOTAL REVENUES	48,819,952	6,530,908	13.4%	49,596,393	51,122,088	7,622,383	14.9%
EXPENDITURES							
SALARIES AND BENEFITS							
Teachers	18,681,515	1,989,215	10.6%	19,183,284	20,117,193	2,054,080	10.2%
Principals and Vice Principals	3,530,584	880,534	24.9%	3,594,794	3,464,495	884,072	25.5%
Educational Assistants	3,694,131	194,090	5.3%	3,378,651	3,870,328	252,110	6.5%
Support Staff	5,091,281	934,290	18.4%	5,203,566	5,439,319	981,242	18.0%
Other Professionals	1,578,493	356,917	22.6%	1,587,849	1,710,140	420,403	24.6%
Substitutes	1,739,942	105,255	6.0%	1,729,884	1,750,277	162,586	9.3%
Benefits	9,149,589	1,234,026	13.5%	8,777,457	9,361,828	1,336,717	14.3%
TOTAL SALARIES AND BENEFITS	43,465,535	5,694,327	13.1%	43,455,485	45,713,580	6,091,210	13.3%
Benefits as a % of Total Salaries	26.7%	27.7%		25.3%	25.8%	28.1%	
SUPPLIES AND SERVICES							
Services	1,775,130	249,447	14.1%	1,908,443	2,484,268	505,069	20.3%
Training and Travel	419,085	63,508	15.2%	321,190	543,085	29,435	5.4%
Rental and Leases	5,000	200	4.0%	14,702	5,000	1,632	32.6%
Dues and Fees	71,000	41,423	58.3%	72,941	71,000	40,653	57.3%
Insurance	164,000	75,350	45.9%	166,616	164,000	65,646	40.0%
Supplies	1,565,652	285,025	18.2%	1,959,969	1,600,652	416,259	26.0%
Utilities	936,000	152,631	16.3%	981,354	936,000	185,548	19.8%
Capital Equipment	418,550	124,789	29.8%	207,781	418,550	150,635	36.0%
TOTAL SUPPLIES AND SERVICES	5,354,417	992,373	18.5%	5,632,996	6,222,555	1,394,877	22.4%
TOTAL EXPENDITURES	48,819,952	6,686,700	13.7%	49,088,481	51,936,135	7,486,087	14.4%
NET REVENUE (EXPENDITURE)	0	-155,792		507,912	-814,047	136,296	
Budgeted Use of Surplus		0		0	814,047	0	
Surplus (Deficit), for the Year	0	-155,792		507,912	0	136,296	

SCHOOL DISTRICT NO. 69 (QUALICUM)
2021-22 Financial Summary

10/13/2021

	2020/21				2021/22		
	Amended Budget	YTD Sep-20	% of Annual	Actual	Annual Budget	YTD Sep-21	% of Annual
<u>INSTRUCTION</u>							
Regular Instruction	22,908,913	2,627,729	11.5%	23,673,489	24,500,720	2,622,911	10.7%
Career Programs	703,483	54,891	7.8%	693,987	706,372	47,213	6.7%
Library Services	1,158,336	102,351	8.8%	1,126,483	1,175,858	115,682	9.8%
Counselling	981,330	99,181	10.1%	922,502	1,004,717	118,165	11.8%
Special Education	7,030,196	581,414	8.3%	6,564,063	7,257,128	729,422	10.1%
English as a Second Language	87,889	9,372	10.7%	88,817	90,321	18,515	20.5%
Aboriginal Education	731,778	68,553	9.4%	730,500	765,166	76,852	10.0%
School Administration	3,885,671	764,548	19.7%	3,854,790	3,895,957	785,831	20.2%
Continuing Education	0	-	0.0%	-	0	-	0.0%
Off Shore Students	1,297,919	284,240	21.9%	1,706,705	2,171,892	483,532	22.3%
Other	50,267	12,654	25.2%	50,769	50,916	12,940	25.4%
Function 1 - Instruction	38,835,782	4,604,933	11.9%	39,412,105	41,619,047	5,011,063	12.0%
<u>DISTRICT ADMINISTRATION</u>							
Educational Administration	656,975	124,786	19.0%	585,383	659,303	145,033	22.0%
School District Governance	215,358	68,238	31.7%	201,297	215,666	75,277	34.9%
Business Administration	1,351,241	350,574	25.9%	1,404,567	1,366,495	367,605	26.9%
Function 4 - District Administration	2,223,574	543,598	24.4%	2,191,247	2,241,464	587,915	26.2%
<u>OPERATIONS AND MAINTENANCE</u>							
Operations and Maintenance Admin	606,444	123,191	20.3%	473,377	673,440	170,930	25.4%
Maintenance Operations	3,634,692	923,576	25.4%	3,805,478	3,858,909	1,145,433	29.7%
Maintenance of Grounds	325,920	65,292	20.0%	289,166	328,916	79,070	24.0%
Utilities	1,056,000	152,631	14.5%	1,077,827	1,056,000	185,548	17.6%
Capital Equipment	418,550	124,789	29.8%	207,781	418,550	150,635	36.0%
Function 5 - Operations and Maint	6,041,606	1,389,479	23.0%	5,853,629	6,335,815	1,731,616	27.3%
<u>TRANSPORTATION AND HOUSING</u>							
Transportation and Housing Admin	160,594	35,428	22.1%	151,388	177,994	35,378	19.9%
Student Transportation	1,540,396	113,263	7.4%	1,448,877	1,543,815	120,115	7.8%
Housing/Boarding	18,000	-	0.0%	31,235	18,000	-	0.0%
Function 7 - Transportation and Housing	1,718,990	148,691	8.6%	1,631,500	1,739,809	155,493	8.9%
TOTAL FUNCTION 1-7	48,819,952	6,686,701	13.7%	49,088,481	51,936,135	7,486,087	14.4%

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2021-22 Financial Summary

10/13/2021

	2020/21				2021/22		
	Amended Budget	YTD Sep-20	% of Annual	Actual	Annual Budget	YTD Sep-21	% of Annual
Special Purpose Fund (SPF) Budget							
Annual Facility Grant	199,346	0	0.0%	199,346	195,141	1,562	0.8%
Classroom Enhancement Fund	3,724,787	302,401	8.1%	3,724,787	3,348,525	395,427	11.8%
Community Link	380,322	22,845	6.0%	380,322	391,995	22,034	5.6%
Learning Improvement Fund	158,680	1,879	1.2%	158,680	160,784	8,081	5.0%
French Funds	97,565	14,866	15.2%	119,707	120,000	12,557	10.5%
Strong Start	102,000	449	0.4%	96,000	96,000	440	0.5%
Ready, Set, Learn	19,600	13	0.1%	19,600	19,600	268	1.4%
Federal Safe Return	1,660,269	22,626	1.4%	1,660,269		0	
Provincial Safe Return	311,500	63,030	20.2%	311,500		25,976	
Mental Health	55,000	0	0.0%	13,058		3,848	
CR4YC		0		2,933		0	
FN Transportation		0				1,562	
School Generated Funds				592,777			
Special Purpose Funds-Total Expenses	6,709,069	428,109	6.4%	7,278,979	4,332,045	471,755	10.9%
Other Projects							
<u>Local Capital</u>							
LC-IT Wiring	47,988			109,359	0		
LC-QC/EES playground	50,000			50,000	0		
LC-BSS Track	170,915			7,500	165,000	0	
LC-Uncommitted	217,360			0	160,000	0	
	<u>486,263</u>	<u>0</u>			<u>325,000</u>	<u>0</u>	
<u>Other Provincial</u>							
Grant-AES Daycare	1,698,000	59,990		1,114,984	581,266	248,694	
Grant-CCC Daycare				-60,000	60,000	0	
Bylaw Capital							
AFG	636,171	265,268	41.7%		827,228	282,183	34.1%
SEP (roof/ Playground	962,352	401,338	41.7%		1,500,000	368,211	24.5%
CNCP	n/a				165,000		
Bus	558,112		0.0%		218,500		
	<u>2,156,635</u>	<u>666,606</u>	<u>30.9%</u>		<u>2,710,728</u>	<u>650,394</u>	<u>24.0%</u>