



QUALICUM SCHOOL DISTRICT
FINANCE & OPERATIONS COMMITTEE OF THE WHOLE

MONDAY, JUNE 17, 2024
10:30 A.M.
VIA VIDEO CONFERENCING

Join on your computer, mobile app or room device

[Click here to join the meeting](#)

Meeting ID: 213 598 028 309

Passcode: aWih8M

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. ACKNOWLEDGEMENT OF TRADITIONAL TERRITORIES

2. PRESENTATIONS (10 MINUTES)

3. PROJECT UPDATES

- | | | | |
|----|----------------------------------|---------------|-------|
| a. | Oceanside Community Track Update | (Elaine/Phil) | p 1-2 |
| b. | False Bay School | (Phil) | |
| c. | Routing Software | (Phil/Brant) | |

4. ITEMS FOR DISCUSSION

- | | | |
|----|---|-------|
| a. | Proposed Closure of Commons Rental Facilities | (Ron) |
|----|---|-------|

5. INFORMATION ITEM(S)

- | | | | |
|----|----------------------------------|---------|-------|
| a. | Accessibility Planning Committee | (Brant) | |
| b. | 2025/26 Major Capital Submission | (Phil) | |
| c. | 2023/24 Financial Summary | (Ron) | p 3-4 |

6. ITEMS FOR RECOMMENDATION TO THE BOARD

7. FUTURE TOPICS

8. NEXT MEETING DATE:

Monday, September 16, 2024 at 10:30 via video conferencing

9. ADJOURNMENT

Project:	Ballenas Secondary School Running Track	Date:	June 3 - 7, 2024
Job No:	1940	Report No:	4
Client:	Qualicum School District	Weather:	Cloudy/Rain
Contractor:	Leighton Contracting Ltd.	Temp:	5 to 24° Celsius
Project Engineer:	Cody Morris, P.Eng.	Wind:	Moderate

Equipment and Labour Force:

1 - Superintendent, 1 - Foreman, 1 – Grade man, 1 - Excavator Hitachi 210LC, 1 - Excavator 160LC, 1 – Mini Excavator Kubota KX121-3, 1 – Skid Steer Bobcat S76, 1- Water truck, 1- Drum roller CAT CS-563D, 2 – Gravel trucks & pups, 2 – Operators

Work Progress:

Monday:

- CCO #1- Installed the additional French drain in the southwest end of the field, c/w geotextile fabric, drain rock and 100Ø PVC perforated pipe.
- Loaded out the unusable material that was cut out of the west end of the field.

Tuesday:

- Continued to cut down the till on the northwest corner of the field to the design subgrade.
- Spread approximately 0.125mm of existing sand over the west side of the field.

Wednesday:

- Began cutting down the west end slope to the design sub-grade elevation. Gravel and till was moved to the east end of track, placed and compacted with drum roller. LEA technician was onsite in the morning to approve the material for use and confirm the compaction was adequate.

Thursday:

- Some of the west side cut material placed on the east end of the track was not meeting compaction requirements. Crew removed it and cast over for slope fill and replaced with crush gravel removed from the west side track base. Compacted with drum roller. LEA technician was onsite to instruct contractor on what material needed to be removed.

Friday:

- Continued to cut material from the west side and using to fill on the east side. Compacted with drum roller.
- Cut slot out for the outside curb along the southwest end of track. Till looks hard and suitable for the crush base gravel to be placed.

By: **Tim Perret, ASCT**

Title: **Inspector**

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Excavator cutting the west side slope for fill on the east end



Material from the west end placed and compacted on east end

By: **Tim Perret, ASCT**

Title: **Inspector**

SCHOOL DISTRICT NO. 69 (QUALICUM)
2023-24 Financial Summary

6/11/2024

	2022/23				2023/24		
	Amended Budget	YTD May-23	% of Budget	Actual	Amended Budget	YTD May-24	% of Budget
INSTRUCTION	0						
Regular Instruction	24,681,997	22,780,342	92.3%	25,162,780	26,006,060	24,107,850	92.7%
Career Programs	469,140	432,934	92.3%	504,498	491,502	534,207	108.7%
Library Services	1,041,367	914,602	87.8%	1,047,892	1,182,217	1,007,806	85.2%
Counselling	1,109,579	1,062,586	95.8%	1,190,495	1,327,828	1,204,536	90.7%
Inclusive Education	7,751,221	6,661,318	85.9%	7,307,706	8,104,854	7,548,657	93.1%
Early Learning and Childcare					143,217	107,210	74.9%
English Language Learning	166,410	136,718	82.2%	153,770	179,575	164,197	91.4%
Indigenous Education	858,688	714,693	83.2%	866,587	930,457	644,746	69.3%
School Administration	3,948,524	3,265,595	82.7%	3,703,153	4,247,446	3,839,525	90.4%
Continuing Education	0	0	0.0%			0	0.0%
International Students	2,859,613	2,695,891	94.3%	2,983,505	3,118,044	2,787,118	89.4%
Other	50,956	47,709	93.6%	53,775	55,499	57,800	104.1%
Function 1 - Instruction	42,937,495	38,712,388	90.2%	42,974,161	45,786,699	42,003,652	91.7%
DISTRICT ADMINISTRATION							
Educational Administration	850,790	771,376	90.7%	833,714	933,528	841,334	90.1%
School District Governance	272,591	261,897	96.1%	281,241	252,573	205,743	81.5%
Business Administration	1,589,137	1,485,501	93.5%	1,640,880	1,718,599	1,670,655	97.2%
Function 4 - District Administration	2,712,518	2,518,774	92.9%	2,755,835	2,904,700	2,717,732	93.6%
OPERATIONS AND MAINTENANCE							
Operations and Maintenance Admin	682,834	594,699	87.1%	643,402	726,534	792,351	109.1%
Maintenance Operations	4,606,621	4,554,173	98.9%	4,885,942	5,261,961	5,529,121	105.1%
Maintenance of Grounds	338,590	447,104	132.0%	496,760	377,874	368,804	97.6%
Utilities	1,236,000	1,198,673	97.0%	1,260,048	1,236,000	1,076,119	87.1%
Capital Equipment					350,000		
Function 5 - Operations and Maint	6,864,045	6,794,649	99.0%	7,286,152	7,952,369	7,766,395	97.7%
TRANSPORTATION AND HOUSING							
Transportation and Housing Admin	166,347	196,947	118.4%	180,600	178,893	205,179	114.7%
Student Transportation	1,756,127	1,362,396	77.6%	1,612,822	1,955,255	1,711,189	87.5%
Housing/Boarding	40,000	30,066	75.2%	48,454	40,000	48,464	121.2%
Function 7 - Transportation and Housing	1,962,474	1,589,409	81.0%	1,841,876	2,174,148	1,964,832	90.4%
TOTAL FUNCTION 1-7	54,476,532	49,615,220	91.1%	54,858,024	58,817,916	54,452,611	92.6%

Special Purpose Fund (SPF) Budget							
Annual Facility Grant	199,383	58,198	29.2%	199,383	199,383	119,022	59.7%
Classroom Enhancement Fund	4,339,880	3,415,164	78.7%	4,339,880	4,648,898	3,709,716	79.8%
Learning Improvement Fund	160,937	117,473	73.0%	160,937	189,129	126,970	67.1%
Community Link	405,387	196,628	48.5%	405,387	430,461	280,465	65.2%
Provincial Safe Return	0	0	0.0%		0		0.0%
Federal Safe Return	41,955	0	0.0%	41,995	0	0	0.0%
Family Affordability Fund	448,698	303,532	67.6%	359,379	89,319	38,138	42.7%
Strong Start	96,000	78,404	81.7%	96,000	96,000	79,790	83.1%
Ready, Set, Learn	19,600	21,435	109.4%	19,600	19,600	763	3.9%
French Funds	134,648	78,537	58.3%	120,748	153,548	77,551	50.5%
Seamless DC	91,975	83,194	90.5%	91,975	55,400	56,952	102.8%
Mental Health	55,000	52,269	95.0%	55,000	55,000	47,507	86.4%
FN Transportation	120,208	67,681	56.3%	112,292	135,325	63,737	47.1%
ECL Scan	175,000	63,343	36.2%	86,569	263,431	99,393	37.7%
CR4YC/SEY2KT	6,000			6,000	25,000	0	0.0%
Feeding Futures Funds					519,738	329,261	63.4%
Dual Credit Programs							
Special Purpose Funds-Total	6,294,671	4,535,858	72.1%	6,095,145	6,880,232	5,029,265	73.1%

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REVENUE							
PROVINCIAL GRANTS							
Operating Grant	47,983,205	44,952,451	93.7%	48,169,524	50,999,401	48,091,226	94.3%
Other MOE Grants-Transportation fund	426,341		0.0%	426,341	426,341		0.0%
Other MOE Grants-Pay Equity	936,176		0.0%	936,176	936,176		0.0%
Other MOE Grants-Misc	20,810		0.0%	96,484	880,998	0	0.0%
TOTAL MINISTRY OF ED GRANTS	49,366,532	44,952,451	91.1%	49,628,525	53,242,916	48,091,226	90.3%
OTHER REVENUES							
Other Provincial Revenues	150,000	134,056	89.4%	140,016	150,000	153,600	102.4%
Offshore Tuition	3,800,000	3,225,935	84.9%	3,917,837	3,900,000	3,307,671	84.8%
Miscellaneous	140,000	137,017	97.9%	251,920	225,000	334,349	148.6%
Rental and Leases	600,000	717,115	119.5%	726,127	700,000	728,945	104.1%
Investment Income	420,000	467,094	111.2%	453,311	600,000	622,208	103.7%
TOTAL OTHER REVENUE	5,110,000	4,681,217	91.6%	5,489,211	5,575,000	5,146,773	92.3%
TOTAL REVENUES	54,476,532	49,633,668	91.1%	55,117,736	58,817,916	53,237,999	90.5%
EXPENDITURES							
SALARIES AND BENEFITS							
Teachers	20,557,366	18,679,442	90.9%	20,570,559	21,820,531	20,130,974	92.3%
Principals and Vice Principals	3,606,337	3,274,264	90.8%	3,562,573	3,736,662	3,606,384	96.5%
Educational Assistants	3,743,872	3,221,603	86.1%	3,495,924	3,966,849	3,435,954	86.6%
Support Staff	5,699,870	5,205,085	91.3%	5,880,870	6,151,122	5,824,956	94.7%
Other Professionals	1,893,638	1,730,751	91.4%	1,879,734	2,045,763	1,889,513	92.4%
Substitutes	2,078,572	1,834,900	88.3%	2,137,250	2,296,853	2,267,293	98.7%
Benefits	9,660,259	8,673,536	89.8%	9,637,421	10,665,333	9,820,128	92.1%
TOTAL SALARIES AND BENEFITS	47,239,914	42,619,581	90.2%	47,164,331	50,683,113	46,975,202	92.7%
Benefits as a % of Total Salaries	25.7%	25.6%		25.7%	26.7%	26.4%	
SUPPLIES AND SERVICES							
Services	3,237,968	2,945,006	91.0%	3,162,224	3,261,968	3,027,137	92.8%
Training and Travel	481,500	336,612	69.9%	437,405	391,500	339,344	86.7%
Rental and Leases	5,000	29,979	599.6%	29,979	50,000	19,977	40.0%
Dues and Fees	68,000	79,045	116.2%	88,083	68,000	81,695	120.1%
Insurance	185,000	180,415	97.5%	180,765	195,000	194,405	99.7%
Supplies	2,097,540	2,342,614	111.7%	2,651,895	2,637,335	2,872,833	108.9%
Utilities	1,161,610	1,081,967	93.1%	1,143,342	1,181,000	942,019	79.8%
Capital Equipment					350,000		
TOTAL SUPPLIES AND SERVICES	7,236,618	6,995,638	96.7%	7,693,693	8,134,803	7,477,410	91.9%
TOTAL EXPENDITURES	54,476,532	49,615,219	91.1%	54,858,024	58,817,916	54,452,612	92.6%
NET REVENUE (EXPENDITURE)	0	18,449		259,712	0	-1,214,613	