



QUALICUM SCHOOL DISTRICT
FINANCE & OPERATIONS COMMITTEE OF THE WHOLE

MONDAY, JANUARY 20, 2025
10:30 A.M.
VIA VIDEO CONFERENCING

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Meeting ID: 215 481 922 705

Passcode: 7PFfmQ

Facilitator: Trustee Carol Kellogg

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 (Elaine/Phil)
- b. False Bay School Replacement Request (Phil)

4. ITEMS FOR DISCUSSION

- a. Amended Budget and 25/26 Annual Budget Development (Ron)

5. INFORMATION ITEM(S)

- a. Transportation Review (Phil/Brant)
 - Bus Route Software Benefits
- b. Q2 Financial Summary, as of December 31, 2024 (Ryan/Ron) **p 1-4**
- c. Energy Management Dashboard (Phil)
- d. Errington Elementary School Queries (Carol)
 - Playground Timeline
 - Playing Field Upgrade
 - 25th Anniversary 2025/2026 School Year
 - Building Temperature /Open Doors Open affecting HVAC

6. ITEMS FOR RECOMMENDATION TO THE BOARD

7. FUTURE TOPICS

8. NEXT MEETING DATE:

Tuesday, February 18, 2025 at 10:30 via video conferencing
(shifted to Tuesday due to the Family Day Monday)

9. ADJOURNMENT

SCHOOL DISTRICT NO. 69 (QUALICUM)
2024-25 Financial Summary

1/16/2025

	2023/24				2024/25		
	Amended Budget	YTD Dec-23	% of Budget	Actual	Annual Budget	YTD Dec-24	% of Budget
REVENUE							
PROVINCIAL GRANTS							
Operating Grant	50,999,401	20,741,048	40.7%	52,016,253	53,217,746	22,241,338	41.8%
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	880,998		0.0%	0	70,000	0	0.0%
TOTAL MINISTRY OF ED GRANTS	53,242,916	20,741,048	39.0%	53,378,770	54,650,263	22,241,338	40.7%
OTHER REVENUES							
Other Provincial Revenues	150,000	89,247	59.5%	159,560	150,000	66,658	44.4%
Offshore Tuition	3,900,000	2,434,799	62.4%	3,654,088	3,900,000	2,175,102	55.8%
Miscellaneous	225,000	133,276	59.2%	412,747	285,000	225,336	79.1%
Rental and Leases	700,000	721,360	103.1%	745,368	750,000	729,816	97.3%
Investment Income	600,000	351,955	58.7%	594,397	600,000	256,033	42.7%
TOTAL OTHER REVENUE	5,575,000	3,730,638	66.9%	5,566,160	5,685,000	3,452,946	60.7%
TOTAL REVENUES	58,817,916	24,471,686	41.6%	58,944,930	60,335,263	25,694,284	42.6%
EXPENDITURES							
SALARIES AND BENEFITS							
Teachers	21,820,531	8,935,388	40.9%	22,122,209	22,440,874	9,213,268	41.1%
Principals and Vice Principals	3,736,662	1,926,515	51.6%	3,928,685	3,847,948	2,133,065	55.4%
Educational Assistants	3,966,849	1,581,878	39.9%	3,834,300	3,979,229	1,471,044	37.0%
Support Staff	6,151,122	3,127,384	50.8%	6,360,589	6,161,898	3,245,295	52.7%
Other Professionals	2,045,763	1,015,266	49.6%	1,823,118	2,075,812	1,035,194	49.9%
Substitutes	2,296,853	1,100,346	47.9%	2,506,985	2,408,129	915,348	38.0%
Benefits	10,665,333	4,510,559	42.3%	10,897,286	11,327,755	4,715,147	41.6%
TOTAL SALARIES AND BENEFITS	50,683,113	22,197,335	43.8%	51,473,172	52,241,645	22,728,361	43.5%
Benefits as a % of Total Salaries	26.7%	25.5%		26.9%	27.7%	26.2%	
SUPPLIES AND SERVICES							
Services	3,261,968	1,544,611	47.4%	3,216,048	3,311,968	1,438,060	43.4%
Training and Travel	391,500	169,874	43.4%	486,093	391,500	124,705	31.9%
Rental and Leases	50,000	19,112	38.2%	22,082	50,000	3,065	6.1%
Dues and Fees	68,000	67,142	98.7%	97,175	68,000	63,669	93.6%
Insurance	195,000	193,066	99.0%	197,473	230,000	208,511	90.7%
Supplies	2,987,335	1,921,481	64.3%	2,846,921	2,861,150	1,664,273	58.2%
Utilities	1,181,000	399,864	33.9%	1,034,646	1,181,000	348,585	29.5%
Capital Equipment							
TOTAL SUPPLIES AND SERVICES	8,134,803	4,315,150	53.0%	7,900,438	8,093,618	3,850,869	47.6%
TOTAL EXPENDITURES	58,817,916	26,512,485	45.1%	59,373,610	60,335,263	26,579,230	44.1%
NET REVENUE (EXPENDITURE)	0	-2,040,799		-428,680	0	-884,946	
Budgeted Use of Surplus	0	0					
Surplus (Deficit), for the Year	0	-2,040,799		-428,680	0	-884,946	

SCHOOL DISTRICT NO. 69 (QUALICUM)
2024-25 Financial Summary

1/16/2025

	2023/24				2024/25		
	Amended Budget	YTD Dec-23	% of Budget	Actual	Annual Budget	YTD Dec-24	% of Budget
<u>INSTRUCTION</u>							
Regular Instruction	26,356,060	10,934,333	41.5%	26,575,724	27,491,027	11,226,911	40.8%
Career Programs	491,502	235,897	48.0%	558,286	497,014	253,052	50.9%
Library Services	1,182,217	453,159	38.3%	1,144,821	1,215,734	508,119	41.8%
Counselling	1,327,828	534,680	40.3%	1,342,820	1,364,807	441,031	32.3%
Special Education	8,104,854	3,553,334	43.8%	8,413,553	8,132,928	3,270,789	40.2%
Early Learning and Childcare	143,217	30,445	21.3%	84,203	147,884	72,081	48.7%
English as a Second Language	179,575	73,003	40.7%	182,725	184,675	76,126	41.2%
Aboriginal Education	930,457	292,831	31.5%	825,309	965,104	391,958	40.6%
School Administration	4,247,446	1,929,990	45.4%	4,337,897	4,504,628	2,242,017	49.8%
Continuing Education	0	0	0.0%	0	0	0	0.0%
Off Shore Students	3,118,044	1,465,827	47.0%	3,144,683	3,090,261	1,413,366	45.7%
Other	55,499	26,680	48.1%	55,640	56,968	362	0.6%
Function 1 - Instruction	46,136,699	19,530,179	42.3%	46,665,660	47,651,030	19,895,812	41.8%
<u>DISTRICT ADMINISTRATION</u>							
Educational Administration	933,528	423,855	45.4%	917,145	939,253	458,218	48.8%
School District Governance	252,573	130,822	51.8%	237,107	253,631	131,267	51.8%
Business Administration	1,718,599	927,610	54.0%	1,823,889	1,804,497	925,447	51.3%
Function 4 - District Administration	2,904,700	1,482,287	51.0%	2,978,141	2,997,381	1,514,932	50.5%
<u>OPERATIONS AND MAINTENANCE</u>							
Operations and Maintenance Admin	726,534	457,179	62.9%	467,541	797,761	500,198	62.7%
Maintenance Operations	4,761,961	3,451,422	72.5%	5,542,762	5,033,298	2,864,612	56.9%
Maintenance of Grounds	377,874	222,521	58.9%	307,058	386,209	267,973	69.4%
Utilities	1,236,000	399,864	32.4%	1,168,746	1,236,000	348,585	28.2%
Capital Equipment							
Function 5 - Operations and Maint	7,102,369	4,530,986	63.8%	7,486,108	7,453,268	3,981,368	53.4%
<u>TRANSPORTATION AND HOUSING</u>							
Transportation and Housing Admin	178,893	113,377	63.4%	229,518	183,208	215,103	117.4%
Student Transportation	1,955,255	832,794	42.6%	1,952,915	2,010,376	958,050	47.7%
Housing/Boarding	40,000	22,861	57.2%	61,266	40,000	13,966	34.9%
Function 7 - Transportation and Housing	2,174,148	969,032	44.6%	2,243,699	2,233,584	1,187,118	53.1%
TOTAL FUNCTION 1-7	58,317,916	26,512,485	45.5%	59,373,608	60,335,263	26,579,230	44.1%
<u>Special Purpose Fund (SPF) Budget</u>							
Annual Facility Grant	199,383	33,786	16.9%	199,383	199,383	111,481	55.9%
Classroom Enhancement Fund	4,648,898	1,661,981	35.7%	4,648,898	4,629,319	1,710,891	37.0%
Learning Improvement Fund	189,129	63,326	33.5%	170,765	188,432	75,480	40.1%
Community Link	430,461	117,117	27.2%	430,461	442,357	181,291	41.0%
Health Dual Credit	40,000	0	0.0%	0	0	0	0.0%
Early Childhood Education Dual Credit	25,000	0	0.0%	0	0	5,617	#DIV/0!
Family Affordability Fund	227,319	21,991	9.7%	96,769	0	16,707	#DIV/0!
Strong Start	96,000	43,439	45.2%	96,000	96,000	2,120	2.2%
Ready, Set, Learn	19,600	662	3.4%	13,241	19,600	123	0.6%
French Funds	153,548	41,641	27.1%	145,792	101,000	59,908	59.3%
Seamless DC / CR4YC	61,400	30,402	49.5%	61,400	0	24,981	0.0%
Mental Health	55,000	21,615	39.3%	55,000	0	16,743	#DIV/0!
FN Transportation	135,325	22,330	16.5%	123,873	108,000	28,536	26.4%
ECL Scan	263,431	55,988	21.3%	263,431	175,000	65,505	37.4%
SEY2KT	19,000	0	0.0%	19,000		122	
Feeding Futures Funds	519,738	105,872	20.4%	487,712	517,809	184,897	35.7%
School Generated Funds							
Special Purpose Funds-Total	7,083,232	2,220,149	31.3%	6,811,725	6,476,900	2,484,404	38.4%

2024-25 Child Care Summary - Q2
Summary of All Programs
Updated: Jan 15, 2025

	Seamless	After School Care (ASC)						
	EES	EES	OES	BES	SES	ASC Totals		
Capacity / Licence Max	24	24	24	24	24	96		
Current Enrolment	12	20	24	12	24	80		
Average Enrolment	11.5	19.25	24	12	24	79.25		
Current Wait List	0	0	35	0	5	40		
Revenues							Adjustments	Q2 Projected
Ministry Funding						995.40		995.40
CCOF-FRP	240.75	435.60	559.80	-	-	1,127.46		1,127.46
CCOF-ATP	283.04	508.33	619.13	-	-	6,157.12	2,705.00	8,862.12
CCOF-OFPP	1,002.90	1,678.88	1,997.68	1,174.48	1,306.08	51,494.91		51,494.91
Parent Payments	5,220.03	8,901.70	16,687.20	8,753.57	17,152.44	6,957.13	1,321.95	8,279.08
Subsidies	1,575.07	4,584.56	410.80	108.61	1,853.16	8,255.72	3,840.76	12,096.48
Sources	-	2,679.60	2,666.84	2,909.28	-			
Seamless Funding	22,160.00							
Total Revenues	30,481.79	18,788.67	22,941.45	12,945.94	20,311.68	74,987.74	7,867.71	82,855.45
Expenses								
Salaries								
Responsible Adults								
Hours		451.50	552.50	242.50	360.00	1,606.50		1,606.50
Dollars		14,014.56	17,149.60	7,527.20	11,174.40	49,865.76		49,865.76
Clerical	1,423.60	1,423.60	1,423.60	1,423.60	1,423.60	5,694.40		5,694.40
ECE (Seamless)	20,832.00					-		-
Total Salaries	22,255.60	15,438.16	18,573.20	8,950.80	12,598.00	55,560.16	-	55,560.16
Benefits								
Responsible Adults	-	3,643.79	4,458.90	1,957.07	2,905.34	12,965.10		12,965.10
Clerical	370.14	370.14	370.14	370.14	370.14	1,480.54		1,480.54
ECE (Seamless)	5,416.32							-
Supplies	84.84	-	-	-	-	-		-
Total Expenses	28,126.90	19,452.08	23,402.23	11,278.01	15,873.48	70,005.80	-	70,005.80
Net Profit (Loss)	2,354.90	(663.41)	(460.78)	1,667.93	4,438.20	4,981.94	7,867.71	12,849.65

Per Child:
 188.56

2024-25 Transportation Summary - Q2

Updated: Jan 15, 2025

<u>Application Fees</u>		<u>Revenues</u>
Paid	1540	38,500
Unpaid / Waived	445	-
Total Applications	1985	

<u>Ridership</u>		
Courtesy Riders		
Paid	382	47,750
Unpaid / Waived	154	-
Total Courtesy Riders	536	
 Total Eligible Riders	1449	-
 Total Ridership	1985	86,250