



QUALICUM SCHOOL DISTRICT
FINANCE & OPERATIONS COMMITTEE OF THE WHOLE

MONDAY, JUNE 16, 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)

- a. Cybersecurity (Lesley)

3. PROJECT UPDATES

- a. Oceanside Community Track (Phil/Rudy)
b. False Bay School Replacement (Phil)

4. ITEMS FOR DISCUSSION

- a. Feeding Futures-Financials/Program/Foods Rooms (Gill/Sheila) p 1

5. INFORMATION ITEM(S)

- a. 2024-2025 Year to Date Financial Summary (Ryan H./Ron) p 2-3
b. Capital Projects Financial Summary (Ryan H. /Phil) p 4
c. 2026-2027 Five Year Capital Plan (Major Capital Projects) (Ron/Phil) p 5
(RBM)

6. ITEMS FOR RECOMMENDATION TO THE BOARD

7. FUTURE TOPICS

- a. 2026-2027 Minor Capital submission
b. Audited Financial Statements
c. Financial Statement Discussion and Analysis (FSDA)
d. Multi-Year Financial Plan

8. NEXT MEETING DATE:

Monday, September 15, 2025 at 10:30

9. ADJOURNMENT

School District 69 (Qualicum)
Feeding Futures Fund
Updated: June 9, 2025

2024-25 Expected Funding	-
Carryforward from 2023-24	32,026
2024-25 FFF Funding	517,809
Total Funding for 2024-25	549,835

Site / Program	Budget	Expenses	Remaining	Notes
BSS	75,000	31,570	43,430	
KSS	70,000	75,300	(5,300)	
PASS	25,000	16,264	8,736	
AES	15,000	15,909	(909)	
BES	46,000	34,519	11,481	
EES	50,000	43,712	6,288	
FBS	8,000	7,025	975	
NBES	18,000	14,841	3,159	
OES	26,500	18,587	7,913	
QBES	22,500	14,908	7,592	
SES	60,000	41,023	18,977	
District	79,835	84,991	(5,156)	Administration support, overages, etc.
Social Work	5,000	5,330	(330)	
Backpack Program	49,000	16,670	32,330	
2024-25 Ending Balance	549,835	420,650	129,185	
Projection to June 30 , 2025	549,835	475,650	74,185	

Anticipated Food Funding for 2025/26

FFF 2024-25 Carryforward	74,185
FFF 2024-25 Funding	498,142
National School Food Program	98,789
Total Funding for 2025/26	671,116

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

6/12/2025

	2023/24				2024/25		
	Amended Budget	YTD May-24	% of Budget	Actual	Amended Budget	YTD May-25	% of Budget
REVENUE							
PROVINCIAL GRANTS							
Operating Grant	50,999,401	47,807,436	93.7%	52,016,253	53,281,503	49,473,777	92.9%
Other MOE Grants-Transportation fund	426,341		0.0%	426,341	426,341	0	0.0%
Other MOE Grants-Pay Equity	936,176		0.0%	936,176	936,176	0	0.0%
Other MOE Grants-Misc	880,998		0.0%	0	70,000	0	0.0%
TOTAL MINISTRY OF ED GRANTS	53,242,916	47,807,436	89.8%	53,378,770	54,714,020	49,473,777	90.4%
OTHER REVENUES							
Other Provincial Revenues	150,000	153,600	102.4%	159,560	150,000	147,476	98.3%
Offshore Tuition	3,900,000	3,075,221	78.9%	3,654,088	3,650,000	2,992,651	82.0%
Miscellaneous	225,000	335,545	149.1%	412,747	385,000	391,973	101.8%
Rental and Leases	700,000	729,045	104.1%	745,368	750,000	757,389	101.0%
Investment Income	600,000	625,775	104.3%	594,397	550,000	393,450	71.5%
TOTAL OTHER REVENUE	5,575,000	4,919,187	88.2%	5,566,160	5,485,000	4,682,938	85.4%
TOTAL REVENUES	58,817,916	52,726,623	89.6%	58,944,930	60,199,020	54,156,715	90.0%
EXPENDITURES							
SALARIES AND BENEFITS							
Teachers	21,820,531	20,130,974	92.3%	22,122,209	22,563,124	20,623,602	91.4%
Principals and Vice Principals	3,736,662	3,606,384	96.5%	3,928,685	4,172,367	3,852,310	92.3%
Educational Assistants	3,966,849	3,435,954	86.6%	3,834,300	3,535,273	3,329,272	94.2%
Support Staff	6,151,122	5,807,882	94.4%	6,360,589	6,636,221	6,238,738	94.0%
Other Professionals	2,045,763	1,889,513	92.4%	1,823,118	2,147,576	1,946,139	90.6%
Substitutes	2,296,853	2,252,569	98.1%	2,506,985	2,443,045	1,975,258	80.9%
Benefits	10,665,333	9,820,314	92.1%	10,897,286	11,317,884	10,235,627	90.4%
TOTAL SALARIES AND BENEFITS	50,683,113	46,943,590	92.6%	51,473,172	52,815,490	48,200,946	91.3%
Benefits as a % of Total Salaries	26.7%	26.5%		26.9%	27.3%	27.0%	
SUPPLIES AND SERVICES							
Services	3,261,968	3,079,937	94.4%	3,216,048	3,517,047	2,814,322	80.0%
Training and Travel	391,500	435,269	111.2%	486,093	391,500	357,594	91.3%
Rental and Leases	50,000	19,977	40.0%	22,082	30,000	19,361	64.5%
Dues and Fees	68,000	85,201	125.3%	97,175	68,000	85,249	125.4%
Insurance	195,000	201,524	103.3%	197,473	230,000	209,016	90.9%
Supplies	2,987,335	2,952,367	98.8%	2,846,921	2,186,148	2,693,828	123.2%
Utilities	1,181,000	944,456	80.0%	1,034,646	1,156,000	972,350	84.1%
Capital Equipment							
TOTAL SUPPLIES AND SERVICES	8,134,803	7,718,731	94.9%	7,900,438	7,578,695	7,151,719	94.4%
TOTAL EXPENDITURES	58,817,916	54,662,321	92.9%	59,373,610	60,394,185	55,352,665	91.7%
NET REVENUE (EXPENDITURE)	0	-1,935,697		-428,680	-195,165	-1,195,950	
Budgeted Use of Surplus	0	0					
Surplus (Deficit), for the Year	0	-1,935,697		-428,680	-195,165	-1,195,950	

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

6/12/2025

	2023/24				2024/25		
	Amended Budget	YTD May-24	% of Budget	Actual	Amended Budget	YTD May-25	% of Budget
<u>INSTRUCTION</u>							
Regular Instruction	26,856,060	24,196,016	90.1%	26,575,726	26,793,557	24,574,470	91.7%
Career Programs	491,502	563,473	114.6%	558,286	549,954	623,022	113.3%
Library Services	1,182,217	1,007,022	85.2%	1,144,821	1,268,252	1,127,636	88.9%
Counselling	1,327,828	1,204,536	90.7%	1,342,820	1,188,423	962,109	81.0%
Special Education	8,104,854	7,553,690	93.2%	8,413,553	7,792,951	7,218,342	92.6%
Early Learning and Childcare	143,217	107,210	74.9%	84,203	114,132	157,037	137.6%
English as a Second Language	179,575	164,197	91.4%	182,725	188,996	172,075	91.0%
Aboriginal Education	930,457	660,902	71.0%	825,309	1,096,510	893,665	81.5%
School Administration	4,247,446	3,839,641	90.4%	4,337,897	4,766,208	4,252,380	89.2%
Off Shore Students	3,118,044	2,843,164	91.2%	3,144,683	3,127,650	2,773,147	88.7%
Other	55,499	57,800	104.1%	55,640	0	0	0.0%
Function 1 - Instruction	46,636,699	42,197,649	90.5%	46,665,662	46,886,633	42,753,883	91.2%
<u>DISTRICT ADMINISTRATION</u>							
Educational Administration	933,528	843,130	90.3%	917,145	952,186	826,199	86.8%
School District Governance	252,573	217,034	85.9%	237,107	253,955	215,404	84.8%
Business Administration	1,718,599	1,679,425	97.7%	1,823,889	1,913,585	1,690,171	88.3%
Function 4 - District Administration	2,904,700	2,739,589	94.3%	2,978,141	3,119,726	2,731,774	87.6%
<u>OPERATIONS AND MAINTENANCE</u>							
Operations and Maintenance Admin	726,534	806,742	111.0%	467,541	766,886	714,140	93.1%
Maintenance Operations	4,761,961	5,536,845	116.3%	5,542,762	5,621,013	5,421,035	96.4%
Maintenance of Grounds	377,874	369,448	97.8%	307,058	463,200	514,876	111.2%
Utilities	1,236,000	1,078,556	87.3%	1,168,746	1,211,000	972,350	80.3%
Capital Equipment							
Function 5 - Operations and Maint	7,102,369	7,791,591	109.7%	7,486,108	8,062,099	7,622,402	94.5%
<u>TRANSPORTATION AND HOUSING</u>							
Transportation and Housing Admin	178,893	205,545	114.9%	229,518	274,722	310,828	113.1%
Student Transportation	1,955,255	1,679,482	85.9%	1,952,915	2,011,005	1,893,393	94.2%
Housing/Boarding	40,000	48,464	121.2%	61,266	40,000	40,386	101.0%
Function 7 - Transportation and Housing	2,174,148	1,933,491	88.9%	2,243,699	2,325,727	2,244,607	96.5%
TOTAL FUNCTION 1-7	58,817,916	54,662,321	92.9%	59,373,610	60,394,185	55,352,665	91.7%
<u>Special Purpose Fund (SPF) Budget</u>							
Annual Facility Grant	199,383	119,022	59.7%	199,383	199,383	207,551	104.1%
Classroom Enhancement Fund	4,648,898	3,709,716	79.8%	4,648,898	5,085,902	4,055,244	79.7%
Learning Improvement Fund	189,129	126,970	67.1%	170,765	188,432	150,940	80.1%
Community Link	430,461	280,465	65.2%	430,461	442,357	406,539	91.9%
Health Dual Credit	40,000	0	0.0%	25,000	90,000	0	0.0%
Early Childhood Education Dual Credit	25,000	0	0.0%	0	25,000	15,491	62.0%
Family Affordability Fund	227,319	49,747	21.9%	96,769	0	86,535	0.0%
Strong Start	96,000	79,790	83.1%	96,000	96,000	90,004	93.8%
Ready, Set, Learn	19,600	4,277	21.8%	13,241	22,050	16,846	76.4%
French Funds	153,548	81,779	53.3%	145,792	125,734	116,142	92.4%
Seamless DC / CR4YC	61,400	57,129	93.0%	61,400	62,150	47,308	76.1%
Mental Health	55,000	53,829	97.9%	55,000	55,000	49,122	89.3%
FN Transportation	135,325	63,737	47.1%	123,873	140,529	30,877	22.0%
Early Care & Learning	263,431	99,509	37.8%	263,431	175,000	131,793	75.3%
SEY2KT	19,000	20,096	105.8%	19,000	19,000	23,883	125.7%
Feeding Futures Funds	519,738	349,851	67.3%	487,712	517,809	424,670	82.0%
School Generated Funds							
Special Purpose Funds-Total	7,083,232	5,095,919	71.9%	6,836,725	7,244,346	5,852,946	80.8%

School District 69 (Qualicum)**Capital Fund Update**

Updated: June 6, 2025

CAPITAL FUND SUMMARY	Budget	Expenses	Unspent
MINOR CAPITAL	3,649,307	1,664,897	1,984,410
ANNUAL FACILITIES GRANT	2,673,432	1,487,297	1,186,135
MAJOR CAPITAL	14,221,936	277,498	13,944,438
CHILD CARE NEW SPACES FUND	4,937,100	1,041	4,936,059

MINOR CAPITAL	Budget	Expenses	Unspent	Notes
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School Enhancement Program (SEP)2024/25

WLC Roof	700,000	700,000	-	Completed
BSS Washrooms	400,000	400,000	-	Completed

2025/26

KSS Washrooms	510,000	46,808	463,192	In Progress
BSS Washrooms	495,000	33,070	461,930	In Progress

Food Infrastructure Program (FIP)

2023/24 FIP	102,830	102,830	-	Completed
2024/25 FIP	100,419	51,502	48,917	In Progress
2025/26 FIP	110,000	3,148	106,852	In Progress

Carbon Neutral Capital Program (CNCP)2024/25

WLC	195,000	62,306	132,694	In Progress
BES	195,000	57,465	137,535	In Progress

2025/26

OES HVAC	220,000	6,710	213,290	In Progress
EES HVAC	220,000		220,000	In Progress

Playgrounds / Vehicles

2024/25 Bus	201,058	201,058	-	Completed
2025/26 Playground - SES	200,000		200,000	In Progress

TOTAL MINOR CAPITAL	3,649,307	1,664,897	1,984,410
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ANNUAL FACILITIES GRANT (AFG)	Budget	Expenses	Unspent	Notes
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2024/25 AFG	1,274,356	1,274,356	-	Completed
2025/26 AFG	1,399,076	212,941	1,186,135	In Progress

TOTAL ANNUAL FACILITIES GRANT	2,673,432	1,487,297	1,186,135
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MAJOR CAPITAL	Budget	Expenses	Unspent	Notes
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False Bay School (Seismic Replace)	14,221,936	277,498	13,944,438	In Progress
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TOTAL MAJOR CAPITAL	14,221,936	277,498	13,944,438
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CHILD CARE NEW SPACES FUND	Budget	Expenses	Unspent	Notes
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Qualicum Beach Elementary	4,937,100	1,041	4,936,059	In Progress
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TOTAL MAJOR CAPITAL	4,937,100	1,041	4,936,059
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CAPITAL PLAN - 2026/27 Call for Projects (as submitted via CAPS program)

School District No. 69 (Qualicum)

Major Projects:

Seismic Mitigation Project (SMP)							Approved	Planning				
Priority	Facility Name	Project Type	Facility Code	Risk Rating	Project Description	Comments	25/26	26/27	27/28	28/29	29/30	30/31
1	Ballenas Secondary	Seismic upgrade	6969012	H2	Seismic Upgrade of 1 H2 block	submitted in 24/25		18,093,739				
2	Kwalikum Secondary	Seismic upgrade	6969014	H3	Seismic Upgrade of 2 H3 block				16,709,272			
3	Kwalikum Secondary	Seismic upgrade	6969014	H2	Seismic Upgrade of 1 H2 block				6,730,084			
4	Winchelsea Elementary	Seismic upgrade	6969013	H3	Seismic Upgrade of 2 H3 block							
5	Qualicum Commons	Seismic upgrade	6969006	H3	Seismic Upgrade of 1 H3 block					1,891,324		

Replacement Program (REP)								25/26	26/27	27/28	28/29	29/30	30/31
X	False Bay Elementary	Replacement	Building Renewal	Replacement	Identified for Seismic upgrade-Facility requires a complete seismic upgrade. Replacing would be more cost effective	2023/24	2025/26	14,221,936					

CC - New Spaces								25/26	26/27	27/28	28/29	29/30	30/31
X	Qualicum Beach Elem	CC - New Spaces	165381		Stand alone childcare centre (75 spaces)	2024/25	2025/26	4,937,100					
1	Winchelsea Elementary	CC - New Spaces	165589		Stand alone childcare centre (75 spaces)	2024/25			5,060,600				
2	Errington Elementary	CC - New Spaces	167671		Stand alone childcare centre					4,500,000			
3	Bowser Elementary	CC - New Spaces	167672		Stand alone childcare centre					4,500,000			