



QUALICUM SCHOOL DISTRICT
FINANCE & OPERATIONS COMMITTEE OF THE WHOLE

TUESDAY, MAY 19, 2026
10:30 A.M.
VIA VIDEO CONFERENCING

Join on your computer, mobile app or room device

[Join the meeting now](#)

Meeting ID: 254 154 241 581 4

Passcode: nY7aF6Vz

Please Note: This meeting will be recorded

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

1. ACKNOWLEDGEMENT OF TRADITIONAL TERRITORIES

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.

2. PRESENTATIONS (10 MINUTES)

None

3. PROJECT UPDATES

- a. Qualicum Beach Child Care (Phil)
- b. False Bay Replacement (Phil)

4. ITEMS FOR DISCUSSION

- a. 2026/2027 Annual Facility Grant (AFG) Expenditure Plan (Phil) p 1
- b. 2025 Climate Change Accountability Report (CCAR) (Phil) p 2-4
- c. Feeding Futures Funding Update (Ron/Gillian/Sheila)

5. INFORMATION ITEM(S)

- a. 2026-2027 Annual Budget Development Update (Ron)
- b. International Student Program (ISP) Update (Gillian) p 5-10

6. ITEMS FOR RECOMMENDATION TO THE BOARD

- a. 2026/2027 Annual Facility Grant (AFG) Expenditure Plan
- b. 2025 Climate Change Accountability Report (CCAR)

7. FUTURE TOPICS

- Major Capital Submission
- YE/Q4 Financial Summary

8. NEXT MEETING DATE:

Tuesday, June 16, 2026, at 10:30 a.m. via videoconferencing

9. ADJOURNMENT

2026-2027 ANNUAL FACILITY GRANT SPENDING PLAN
Submitted via MyCAPS - due date May 15, 2026

SITE	PROJECT/WORK	AFG Costs
ALL	Supplemental Works Crew	\$40,000
ALL	Fire safety plans, inspections, testing	\$60,000
MULTIPLE	Duct cleaning	\$88,000
MULTIPLE	Field maintenance	\$20,000
MULTIPLE	Tree management	\$15,000
MULTIPLE	Swipe access	\$30,000
MULTIPLE	Gym floor refinishing	\$65,000
MULTIPLE	Hot water unit replacements	\$50,000
MULTIPLE	CCTV installation	\$60,000
MULTIPLE	Electrical switch gear testing	\$30,000
MULTIPLE	Flooring replacement	\$170,000
BSS	Repaving parking lot, replace light standards	\$240,000
BES	Site upgrade to pea gravel issue	\$30,000
BES	Flagpole replacements	\$25,000
SH	Cell phone booster	\$43,000
Staffing		\$179,154
Contingency		\$291,236
Total		\$1,436,390

2025 PSO Climate Change Accountability Report

Organization: School District No. 69 (Qualicum)

Declaration statement:

This PSO Climate Change Accountability Report for the period January 1, 2025 to December 31, 2025 summarizes our greenhouse gas (GHG) emissions profile, the total offsets to reach net-zero emissions, the actions we have taken in 2025 to minimize our GHG emissions and our plans to continue reducing emissions in 2026 and beyond.

Emission Reductions: Actions & Plans:

The Board of Education concluded the creation of a District wide Strategic Plan in 2023. This plan included the following items which are applicable to environmental sustainability:

- Under Values: “Sustainable: Stewardship and care for relationships, personal well-being, finances, and the environment”.

As well the Board has included a mandate of the Finance and Operations Committee of the Whole: “To discuss and make recommendations to the Board on financial, facilities, maintenance, technology and transportation matters with a view to environmental sustainability.”

Energy conservation is part of our ongoing work. Efforts to conserve energy are included throughout our 5-year Capital Plan and our Annual Facility Grant project development. In 2025, the district initiated or maintained the following projects which will directly reduce carbon emissions:

Key Achievements:

The School District continues to make measurable progress in reducing its environmental footprint and greenhouse gas (GHG) emissions through targeted investments, data-informed decision-making, and ongoing operational improvements.

Facility Optimization and Energy Efficiency

In 2022, the District engaged an engineering firm to conduct detailed energy and operational assessments across five school facilities. These assessments identified a series of efficiency-focused recommendations, many of which have since been implemented. The resulting improvements have contributed to reduced energy consumption and a corresponding decrease in GHG emissions across these sites.

Building on this work, the same engineering firm has completed assessments for the District’s remaining five schools. Implementation of recommended measures is currently underway, with several initiatives already partially completed. This phased approach ensures continuous improvement while aligning with available resources and operational priorities.

In addition, electrical switchgear upgrades were completed at two school sites. These upgrades enhance the reliability and efficiency of electrical distribution systems, supporting improved energy management and enabling future energy optimization initiatives.

2025 PSO Climate Change Accountability Report

Building Automation and Controls

Strategic capital investment in the modernization of the District's Direct Digital Control (DDC) systems has produced significant results. Upgraded building automation systems have enhanced the District's ability to monitor, manage, and optimize heating, ventilation, and energy use across facilities. These improvements have increased operational efficiency, reduced unnecessary energy consumption, and supported long-term emissions reduction goals.

Transportation Efficiency

The District has successfully embedded transportation planning software into its school bus routing processes. This system has improved route efficiency, reduced fuel consumption, and optimized fleet utilization. Efficiencies continue to be realized annually, with further improvements anticipated over the next several years as the system is refined and fully leveraged.

Board Governance

In 2023 we introduced new procedures to further our work in reducing our energy consumption and support sustainability objectives. The new administrative procedure will reinforce the collective responsibility to protect and conserve the environment, and encourage efforts in areas of lighting, heating, ventilation, renovations and new construction and recycling programs.

2025 GHG Emissions and Offsets Summary Table:

School District No. 69 (Qualicum) GHG Emissions and Offsets for 2025	
Total BioCO ₂	65
Total Emissions (tCO ₂ e)	1,842
Total Offsets (tCO ₂ e)	1,293
Prior Year adjustment	14
Grand Total Offsets for Reporting	1,307
Offset Investment (\$25 per tCO ₂ e)	\$ 32,675

Retirement of Offsets:

In accordance with the requirements of the *Climate Change Accountability Act* and the Carbon Neutral Government Regulation, School District No. 69 (Qualicum) (**the Organization**) is responsible for arranging for the retirement of the offsets obligation reported above for the 2025 calendar year, together with any adjustments reported for past calendar years (if applicable). The Organization hereby agrees that, in exchange for the Ministry of Environment and Climate Change Strategy (**the Ministry**) ensuring that these offsets are retired on the Organization's behalf, the Organization will pay within 30 days, the associated invoice to be issued by the Ministry in an amount equal to \$25 per tonne of offsets retired on its behalf plus GST.

Executive sign-off:

MAY 29, 2026

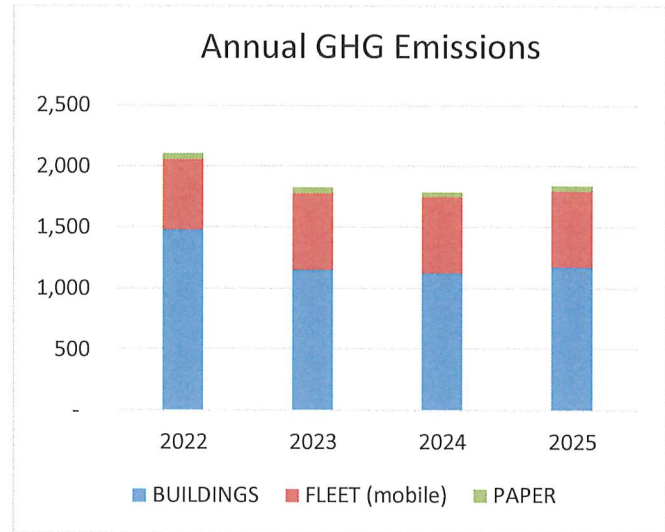
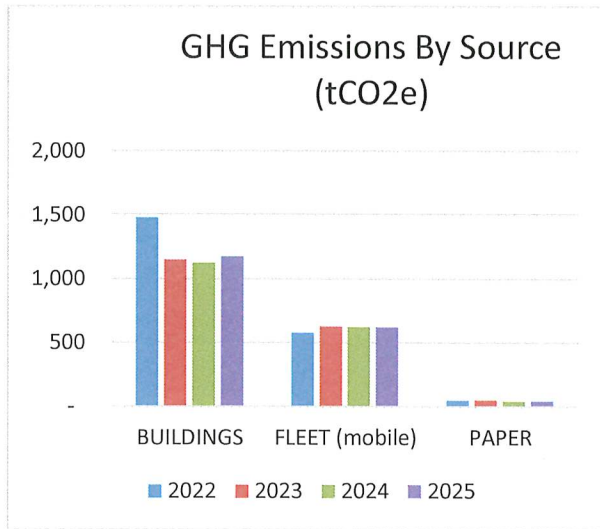
Signature
RON AMOS

Name (please print)

Date
SECRETARY TREASURER

Title

GREENHOUSE GAS (GHG) EMISSIONS IN CHARTS - 2025

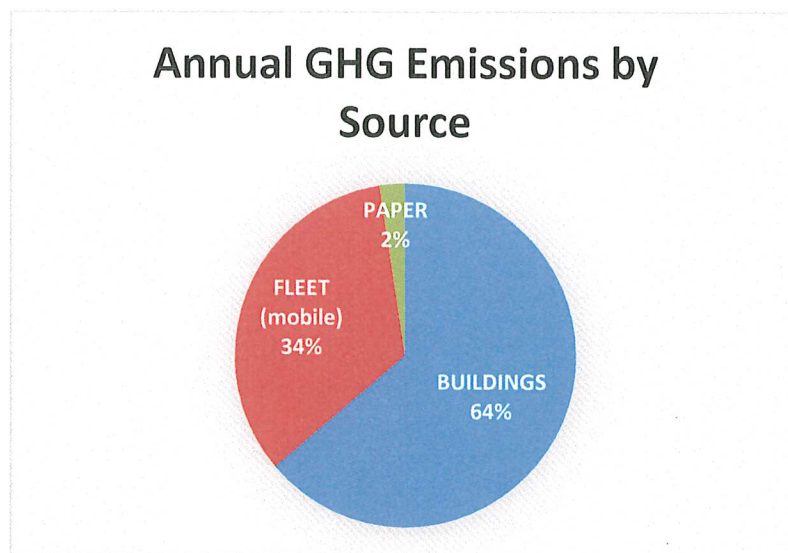


Total GHG Emissions (* tCO ₂ e)	2022	2023	2024	2025	Y/Y
BUILDINGS	1,480	1,152	1,127	1,175	4%
FLEET (mobile)	578	628	624	622	0%
PAPER	48	50	40	44	10%
Grand Total (net of exempt)	2,106	1,830	1,791	1,842	3%
Total Offsets required, (** net of offset exempt)	1,643	1,291	1,261	1,307	
Offset Investment (\$25 per tCO ₂ e)	\$ 41,075	\$ 32,275	\$ 31,525	\$ 32,675	

* tCO₂e = Total tonnes of Carbon Dioxide emissions

** Offset exempt, school buses (yellow fleet) are removed from the offset investment calculation

*** Starting in 24/25 refrigerants (from refrigerators and A/C) were added to the gases to be monitored and tracked



2026-2027 (BASED ON 120 FTE)			
1			
2			
3	Tuition and Other Fee Revenue		
4	Tuition	(120 FTE @14,500)	\$ 1,740,000.00
5	Asian/ELL Students	(35 @ \$1000)	\$ 35,000.00
6	Administration fee	(145 @ \$500)	\$ 72,500.00
7	Homestay Fees	(120 FTE @ \$12 000)	\$ 1,440,000.00
8	Program Fee	(120 FTE @ \$750)	\$ 90,000.00
9	Medical	(120 FTE @\$1200)	\$ 144,000.00
10	ROAMS Fees	(5 @ \$3000)	\$ 15,000.00
11	Global ROAMS Fees	(25 @ \$2000)	\$ 50,000.00
12	Total Fees		\$ 3,586,500.00
13			
14	Direct Program Costs		
15	Staffing:		
16	Administration -	(1.0)	\$ 162,000.00
17	Program Support (2.0 - ISP advisors BSS/KSS including support		\$ 220,000.00
18	Homestay co-ordinator	(1.8)	\$ 128,851.00
19	CUPE staff	(28 hrs)	\$ 44,000.00
20	Benefits EFB		\$ 149,809.77
21	Total Salaries & Benefits		\$ 704,660.77
22			
23	Recruiting expenses:		
24	Advertising		\$ 10,000.00
25	Marketing Fairs		\$ 20,000.00
26	Agents Fees		\$ 200,000.00
27	Contract services		\$ 30,000.00
28	Direct recruiting (international travel)		\$ 100,000.00
29	Dues & fees		\$ 7,500.00
30	Software & support		\$ 6,000.00
31	Local travel		\$ 6,000.00
32	Recruiting expenses		\$ 379,500.00
33			
34	ROAMS/Global ROAMS FEES		\$63,000
35			

36	Program supplies & support		
37	Equipment replacement		\$ 2,000.00
38	Homestay costs		\$ 1,440,000.00
39	Office supplies		\$ 5,000.00
40	Orientation program		\$ 20,000.00
41	Postage		\$ 4,000.00
42	Staff orientation		\$ 5,000.00
43	Program Initiatives		\$ 5,000.00
44	Telephone		\$ 4,000.00
45	Medical expenses (120 FTE @500)		\$ 60,000.00
46	Program supplies & office costs		\$ 1,545,000.00
47			
48	Total Program Costs		\$ 2,692,160.77
49			
50	Program Surplus		\$ 894,339.23
51			
52	Distribution of Surplus to Schools:		
53	Elementary Schools		\$ -
54	Elementary Allocation		\$ -
55	Secondary Schools		
56	School based activities (125 FTE @\$250)		\$ 31,250.00
57	Short term - TBD		\$ -
58	ROAMS - To be considered - 6X0.5 FTE @ \$5000 ROAMS Acader		\$ -
59	Remaining Surplus - available for general budget		\$ 863,089.23
60			

Enrolment

	2025-26	2026-27 projected
FTE	133.55	120
Headcount	180	155
Global ROAMS	24	25 (3 more waitlisted)
ROAMS	5	5

Barriers for student applications this year:

Politics – Economy

Some countries are facing economic challenges

Governments have changed (sometimes overnight, throws trust, finance into chaos)

Growing isolationism, focus on developing internally, keeping and growing local business and industrial development (closing doors)

Economies are shifting, middle class taxed more to support larger industry, costs are increasing

Safety

Parents are choosing closer alternatives – distance is a factor in cost and feeling of safety

War has caused global instability

This also causes global economy to slow down, costs of everything to rise including air fare etc.

Canadas Reputation has been damaged in the eyes of the global community in regards to welcoming International Students and opportunity for schooling due to the IRCC Caps.

These numbers below are for informational purpose for University/College CAPS:

- 2023 there was 1 040 985 International Students
- 2024 - CAP at 485 000
- 2025 - CAP at 437 000
- 2026 - CAP at 408 000

High school numbers have a target of:

- 2024 – did not have a target
- 2025 – 72 200 K- 12
- 2026 - 115 000 K – 12 (reputation is already out there from the target of 2025 and it has become increasingly difficult for high school students to get study permits)

Although High school numbers have had a target, the overall reputation of closing doors and difficulty getting study permits with a high degree of applications getting denied has caused families to look elsewhere. Families are generally looking for ROI (return of investment) in seeking education overseas for post-secondary, but the impact of these study permit denials and the CAP also affect families of high school students.

Students start looking elsewhere:

Opportunities are increasing in other countries for Developing their own International Schools

Governments are promoting own Universities and downgrading attractiveness of offshore schools which affect High School Applications as well

Hong Kong University is ranked 11th in world according to QS World University Rankings

Singapore is 8th in world and 1st in Asia for Rankings

Ireland, New Zealand and Australia (3 yr Bachelor Programs) becoming more dominant

Choices – Families have many countries to choose from for high school programs and Canada has 130 public High School International School Programs and 1700 Independent Schools which have some sort of International School offering

Short term and Summer program 2025/2026

Short term program did not occur this year as the visiting school from Hong Kong was wanting to visit over Easter Long weekend and a host school could not be found locally to accommodate

Summer program this year did not occur because:

1 of our Japanese schools had a shift in management and the new direction was to allow their students to go to language school in Vancouver for the summer

Only 1 student from Taiwan and 5 from Kazakhstan registered and agents mentioned that student safety in regards to BC school shooting was a concern for parents as well as rising costs of airfare and general concern around world travel at the time they were recruiting.

Short term and Summer program 2026/2027

Short term,

Carrie Philip and I have been working on a variety of options. Carrie and I visited Ballenas, Oceanside and Springwood as their PACS and School Based admin took us up on offers to do a presentation on these opportunities and they are willing to support the programs. Carrie has created some marketing for these options as well.

2026-2027

Qualicum Short Stay Programs

BALLENAS BEACHVIEW HOTEL

Summer, Spring and Winter Programs

2 to 4 week programs several times through out the year.

Winter Camps: November - February
Spring Camps: March - May
Summer Camp: July

Core Program Principles

- Build confidence and real-world communication skills through high-quality interactive learning, meaningful community connections, and immersive local experiences surrounded by nature.
- Experience authentic Canadian culture in a safe, welcoming west coast community

Contact Us
isp@sd69.bc.ca

MORE INFORMATION BELOW



Fall/Winter Science Camp

DURATION: 10-12 DAYS

AGES: 15-18

GROUP SIZE: 10-16

Cold Days. Warm Connections. Lifelong Learning.

This 10-12 day camp combines science-focused learning with opportunities to study alongside Canadian students. Mornings feature hands-on science activities and classroom shadowing, while afternoons include excursions and sightseeing. Full-day sessions explore specialized topics such as marine biology, astronomy and space, and STEM/robotics, based on student interests.



Activities may include:

- Day trips to Victoria
- Ice skating
- Visit to Wildlife Center
- Visits to Marine Biology station, Astrophysical Observatory or other STEM related sites based on groups interest.



Spring Experience Camp

DURATION: 10-12 DAYS

AGES: 14-18

GROUP SIZE: 12-24

ESL That Engages

The spring experience camp is full of Canadian cultural experience all while building students English language skills. Mornings classes featuring ESL instruction and/or classroom integration with Canadian peers, followed by afternoon activities that immerse participants in daily life—highlighting a strong connection to nature.



Activities may include:

- Day trip to Victoria
- Mini-golf, ice skating
- Visit to Wildlife Center, museum or local farm visit
- Visits to forests, waterfalls, rivers and beaches



Summer ESL Adventure Program

DURATION: 4 WEEKS

AGES: 14-18

Nature. Language. Connection.

Join students from around the world for intensive, ESL instruction that blends engaging classroom learning with real-world experiences. Students will enjoy afternoon and full-day field trips, including cultural experiences to Victoria and Vancouver. Students will live in homestay for a truly authentic experience.



Activities may include:

- Lessons based on real-world communication
- Day trips to Victoria/Vancouver
- Paddle boarding
- Sight-Seeing, High-Ropes Course
- Visits to forests, waterfalls, rivers and beaches



Winter Experience Camp

DURATION: 10-12 DAYS

AGES: 14-18

GROUP SIZE: 12-24

Winter Adventures. Real-World English.

Winter camps offer students a truly Canadian cultural experience, while building English skills. Mornings include ESL instruction and/or classroom shadowing, while afternoons feature activities that immerse students in daily life, with a strong connection to nature.



Activities may include:

- Day trips to Victoria
- Ice skating
- Snowshoeing or tobogganing (snow dependant)
- Visit to Wildlife Center
- Visits to forests, waterfalls, rivers and beaches



WINTER EXPERIENCE CAMP

NOVEMBER TO FEBRUARY

MORNING ESL CLASSES

Mornings will be spent in ESL lessons that focus on real world language in addition to opportunities to join Canadian peers in their classes.

Activities May Include:
Day trips to Victoria, Ice skating, Snowshoeing or tobogganing (snow dependent), Visit to Wildlife Center and visits to forests, waterfalls, rivers and beaches

Cost dependent on group size; please inquire!

What's Included: tuition fees, educational materials, room and board (3 meals a day/snacks), transfer, medical insurance



INFORMATION
schoolincanada.ca.
isp@sd69.bc.ca



FALL/WINTER SCIENCE CAMP

NOVEMBER TO FEBRUARY

MORNING CLASSES WITH CANADIAN PEERS

Mornings feature hands-on science activities and classroom shadowing, while afternoons include excursions and sightseeing

Activities May Include:
Day trips to Victoria, Ice skating, Snowshoeing or tobogganing (snow dependent), Visit to Wildlife Center, Visits to forests, waterfalls, rivers and beaches.

Cost dependent on Group Size; please inquire!

What's Included: tuition fees, educational materials, room and board (3 meals a day/snacks), transfer, medical insurance



INFORMATION
schoolincanada.ca.
isp@sd69.bc.ca

The **Summer program** is shifting from working with four offshore schools exclusively where students earn a credit for the social studies course, to now offering a “Language Camp” which will be open to everybody. There is a great demand from many different countries for these “camps” and I believe it will be successful in having regular attendance and greater audience with a potential to have returning students who are not already committed to their home country “International School”.



SUMMER ESL ADVENTURE PROGRAM

JULY 6TH-JULY 30TH, 2027

MORNING ESL CLASSES

Intensive, ESL instruction that blends engaging classroom learning with real-world experiences.

Activities May Include:
Day trips to Victoria/Vancouver, Paddleboarding, Sight-Seeing, High-Ropes Course and visits to forests, waterfalls, rivers and beaches

Cost: \$3950

What's Included: tuition fees, educational materials, room and board (3 meals a day/snacks), transfer, medical insurance and a 1-month bus pass



INFORMATION
schoolincanada.ca.
isp@sd69.bc.ca