



QUALICUM SCHOOL DISTRICT  
FINANCE & OPERATIONS COMMITTEE OF THE WHOLE

TUESDAY, FEBRUARY 20, 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 RFP Update (Elaine/Phil)
  - b. False Bay School (Phil)
4. **ITEMS FOR DISCUSSION**
  - a. Budget Development – Preliminary Feedback (Ron)
  - b. Three Year Enrolment Estimates (Ron) attachment
  - c. Lead in Water Report (Phil)
  - d. Transportation (Ron/Phil)
    - Administrative Fee
    - Routing Software
5. **INFORMATION ITEM(S)**
  - a. Commercial Sites-Operating Costs (Phil)
6. **ITEMS FOR RECOMMENDATION TO THE BOARD**
7. **FUTURE TOPICS**
  - a. Long Range Facility Plan
8. **NEXT MEETING DATE:**

Monday, April 15, 2024 at 10:30 via video conferencing
9. **ADJOURNMENT**

Step 1:

Enter your school district number here:

69 Qualicum

Ministry of Education enrolment trend estimates are automatically filled once a school district number is entered above.

Step 2:

Enter your district's enrolment estimates in the shaded cells of the District column for each of the three years displayed.

									Notes
	2023/24 Interim	2024/25	Estimated Enrolment						
	Base	District	Ministry*	District	Ministry*	District	Ministry*		
July Enrolment Count									
Summer Learning: Grades 1-7 Headcount Enrolment	0		0		0		0		
Summer Learning: Grades 8-9 Course Enrolment	0		0		0		0		
Summer Learning: Grades 10-12 Course Enrolment	0		0		0		0		
Grade 8 & 9 Cross-Enrolment Courses	0		0		0		0		
September Enrolment Count - School-Age Basic Allocation									
K-12 Standard (Regular) Schools FTE (School-Age)	4,219.8750	4,220.0000	4,264.1394	4,240.0000	4,241.0850	4,260.0000	4,205.1202		
Continuing Education FTE (School-Age)	0.0000	0.0000	0.0000	0.0000	0.0000	0.0000	0.0000		
Alternate Schools FTE (School-Age)	49.0000	50.0000	49.0000	50.0000	49.0000	50.0000	49.0000		
Online Learning FTE (School-Age)	77.7500	77.0000	77.7500	77.0000	77.7500	77.0000	77.7500		
Total Estimated School-Age Enrolment	4,346.6250	4,347.0000	4,390.8894	4,367.0000	4,367.8350	4,387.0000	4,331.8702		
Change from Previous Year		0.3750	44.2644	20.0000	-23.0544	20.0000	-35.9648		
September Enrolment Count - Unique Student Needs									
Level 1 Special Needs FTE	2	2	2	2	2	2	2		
Level 2 Special Needs FTE	203	203	207	203	211	203	215		
Level 3 Special Needs FTE	109	109	133	109	162	109	198		
English Language Learning FTE	65	65	65	65	65	65	65		
Indigenous Education FTE	544	544	564	544	585	544	606		
Adult Education FTE (Non-Graduates only)	0.1875	0.0000	0.1875	0.0000	0.1875	0.0000	0.1875		Do not include Graduated Adult enrolment
February Enrolment Count - Continuing Education, Online Learning, Special Needs Growth and Newcomer Refugees									
Continuing Education FTE - School-Age	0.0000	0.0000	0.0000	0.0000	0.0000	0.0000	0.0000		Include only new post-September enrolment activity
Continuing Education FTE - Non-Graduate Adults	0.0000	0.0000	0.0000	0.0000	0.0000	0.0000	0.0000		Do not include Graduated Adult enrolment
Online Learning FTE K-Grade 9 (School-Age)	0.0000	0.0000	0.0000	0.0000	0.0000	0.0000	0.0000		
Online Learning FTE Grades 10-12 (School-Age)	40.0000	40.0000	40.0000	40.0000	40.0000	40.0000	40.0000		Include only new post-September enrolment activity
Online Learning FTE - Non-Graduate Adults	0.0000	0.0000	0.0000	0.0000	0.0000	0.0000	0.0000		Do not include Graduated Adult enrolment
Level 1 Special Needs FTE Growth (All Schools)	0	0	0	0	0	0	0		
Level 2 Special Needs FTE Growth (All Schools)	0	0	0	0	0	0	0		
Level 3 Special Needs FTE Growth (All Schools)	0	0	0	0	0	0	0		
Newcomer Refugees FTE (Standard & Alternate only)	0.0000	0.0000	0.0000	0.0000	0.0000	0.0000	0.0000		Include only new post-September enrolment activity
ELL FTE (applies to Newcomer Refugees only)	0	0	0	0	0	0	0		
May Enrolment Count - Continuing Education and Online Learning									
Continuing Education FTE - School-Age	0.0000	0.0000	0.0000	0.0000	0.0000	0.0000	0.0000		Include only new post-February enrolment activity
Continuing Education FTE - Non-Graduate Adults	0.0000	0.0000	0.0000	0.0000	0.0000	0.0000	0.0000		Do not include Graduated Adult enrolment
Online Learning FTE K-Grade 9 (School-Age)	0.0000	0.0000	0.0000	0.0000	0.0000	0.0000	0.0000		
Online Learning FTE Grades 10-12 (School-Age)	30.0000	30.0000	30.0000	30.0000	30.0000	30.0000	30.0000		Include only new post-February enrolment activity
Online Learning FTE - Non-Graduate Adults	0.0000	0.0000	0.0000	0.0000	0.0000	0.0000	0.0000		

\*Notes: Ministry estimates for school-age FTE enrolment in standard (regular) schools are determined by applying the Ministry-projected percentage change in enrolment for each district to the funded school-age FTE enrolment as used in the 2023/24 operating grant autumn recalculation

Special Needs, ELL and Indigenous Education have been estimated using five-year enrolment trends.

Continuing Education, Online Learning, Alternate Schools, Adult FTE, Summer Learning and Grade 8-9 Cross-Enrolment enrolment totals are all carried forward from the 2023/24 operating grant autumn recalculation.

Enrolments for February and May are carried forward from estimates contained in the 2023/24 operating grant autumn recalculation.

Step 3:

Enter estimates for the cause of your district's student movement for 2024/25. Include any relevant key assumptions that your district has made in its estimates in the Comments column.

September 2024 Enrolment Count - Estimated School-Age Enrolment Movement		
Please provide additional detail for the Change from Previous Year line above by indicating the reasons that your district anticipates enrolment change in the lines below:		
	2024/25	Comments:
Net provincial in-migration	0.0000	
Net international in-migration	0.0000	
Net migration to/from independent schools	0.0000	
Net other entrances/exits (to/from other districts, graduates, kindergarten)	0.0000	
Total Estimated School-Age Enrolment Movement	0.0000	

Step 4:

Our district has considered all of the factors noted in the checklist provided in developing this estimate.

Yes: ☒ X No: ☐

Step 5:

Please provide a contact for follow-up questions:

Name:	Ron Amos
Title:	Secretary Treasurer
Email address:	ramos@q69.bc.ca

Step 6:

When you have completed this form, please e-mail it to Michael Labrun, Funding Analyst, Ministry of Education at: <mailto:Michael.Labrun@gov.bc.ca?subject=SD 69 Enrolment Estimates> no later than Thursday, February 15, 2024