

# Board of Education School District 41 Burnaby **DPAC Meeting**

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April 16, 2018

# Agenda

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2018/2019 Operating Budget

School Protection Plan Insurance

Playground Equipment Replacement

# Board of Education School District 41 Burnaby

2018/2019 Draft Preliminary Operating Budget

April 16, 2018

# Time Lines – 2018/2019 Budget

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## **March 14, 2018**

- Ministry announcement of 2018/2019 Preliminary Operating Grant

## **April 23, 2018**

- Board approval of 2018/2019 Annual Budget

## **April 30, 2018**

- Budget Bylaw forwarded to Ministry

# Time Lines – 2018/2019 Budget

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## **April 16**

- DPAC Meeting (Budget)

## **April 19**

- Partner Group Meeting – input on priorities
- Finance Committee Meeting

# Preliminary Budget Issues/Assumptions

- Based on District's projected student enrolment for 2018/19
- Maintain current service levels and programs
- Student base funding: Increased from \$7,301 to \$7,423
- Teacher salary increments \$0.90 million (not funded)
- Benefits – CPP 2%, EI 2%, TPP 0%, MPP 2%,WCB 2%,MSP 0%, **EHB 10%**,  
Dental 4%, EAP 0%, Life Ins 0%
- Utilities - Electricity 3%, Gas 1%, Water/Sewer 1%, Recycling/Garbage  
3%

# Enrolment Projections

	Amended 2017/2018 Total (FTE)	Projected 2018/2019 Total (FTE)	Variance 2018/2019 Total (FTE)	Projected 2019/2020 Total (FTE)	Projected 2020/2021 Total (FTE)
Elementary	13,761	13,811	50	13,958	13,883
Secondary	9,320	9,312	(7)	9,305	9,513
Newcomer Refugees	30	20	(10)	30	30
Secondary - Alternate Schools	199	210	11	210	210
Continuing Ed - School Age	31	31	-	31	31
	<b>23,341</b>	<b>23,385</b>	<b>44</b>	<b>23,534</b>	<b>23,667</b>
Distributed Learning	252	265	13	275	285
<b>Total - School Age</b>	<b>23,593</b>	<b>23,650</b>	<b>57</b>	<b>23,809</b>	<b>23,952</b>

# Enrolment Projections

	Amended 2017/2018	Projected 2018/2019	Variance 2018/2019	Projected 2019/2020	Projected 2020/2021
ELL	4,720	4,701	(19)	4,730	4,721
Aboriginal Education	705	692	(13)	680	689
Special Ed - Level 1	25	26	1	26	25
Special Ed - Level 2	888	937	49	979	1,045
Special Ed - Level 3	103	97	(6)	96	101
Adults	77	77	-	77	77
Adults - DL	7	3	(4)	3	3
<b>Total - Unique Student Needs</b>	<b>6,525</b>	<b>6,533</b>	<b>8</b>	<b>6,591</b>	<b>6,661</b>
<b>Total - Summer Learning</b>	<b>6,905</b>	<b>6,905</b>	<b>-</b>	<b>6,905</b>	<b>6,905</b>
Adults - Graduated	173	173	-	173	173
Adults - DL Graduated	12	8	(4)	8	8
<b>International Education</b>	<b>1,441</b>	<b>1,441</b>	<b>-</b>	<b>1,441</b>	<b>1,441</b>



# Ministry Grant Announcement

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## Operating Grant

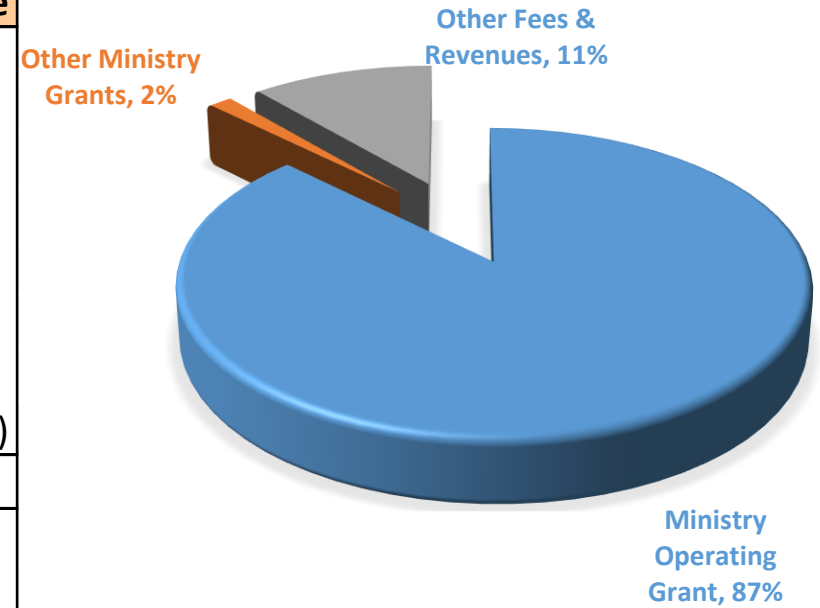
- Labour settlement wage increases fully funded
- Enrolment growth has been funded with a commitment to fully fund increased growth if higher than projection
- No immediate relief to offset new cost for Employer Health Tax - \$1,735,634 impact to 2018/2019

## Classroom Enhancement Fund

- 2<sup>nd</sup> year of funding for targeted to cover costs of the MoA following the Supreme Court of Canada ruling
- Districts will be funded similarly to last year through an application process – due April 30 with late May/early June approval
- Stage 1 funding provided for \$7,560,751 (87.6 FTE) compared to \$9,357,072 (111.8 FTE) in 2017/2018
- 32.63 FTE of Non-Enrolling teachers funded last year will not be funded this year

# Operating Grant

	2017/18 Amended	2018/2019 Preliminary	Variance
Student Base Allocation	169,964,542	173,205,982	3,241,440
Continuing Ed School-Age	128,680	130,830	2,150
Continuing Ed School-Age - Feb/May	97,651	99,283	1,632
Newcomer Refugees - Feb/May	126,282	131,240	4,958
Distributed Learning Allocation	956,938	1,037,000	80,063
Distributed Learning Feb/May	569,333	563,717	(5,616)
	<b>171,843,426</b>	<b>175,168,052</b>	<b>3,324,627</b>
Homeschoolers	2,750	2,750	-
Course Challenges	14,136	14,384	248
	<b>16,886</b>	<b>17,134</b>	<b>248</b>
<b>Total School-Ageed Enrolment Funding</b>	<b>171,860,312</b>	<b>175,185,186</b>	<b>3,324,875</b>

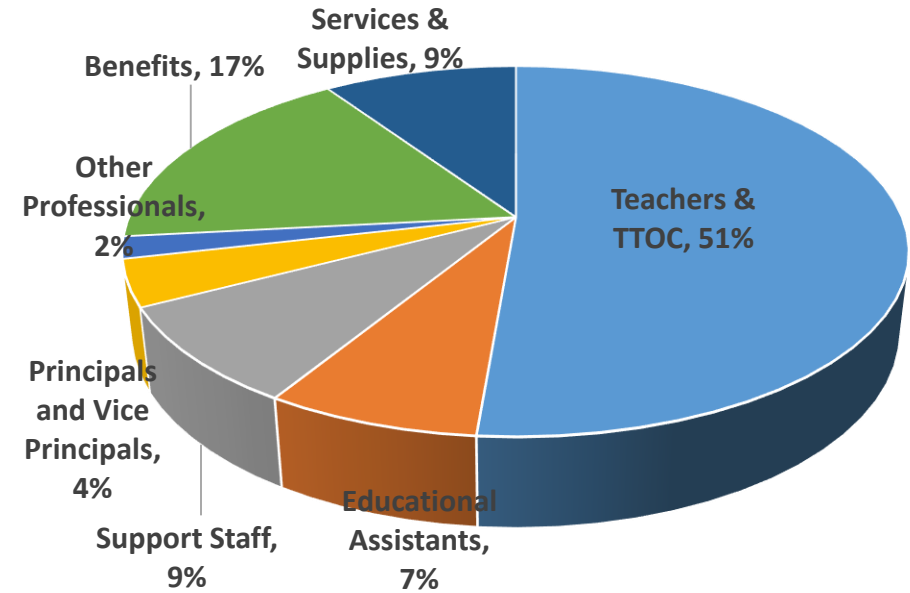


# Operating Grant

	Amended	Preliminary	Variance
ELL	6,550,920	6,664,060	113,140
Aboriginal Education	853,050	851,160	(1,890)
Special Ed - Level 1	953,500	1,008,800	55,300
Special Ed - Level 2	16,934,160	17,983,800	1,049,640
Special Ed - Level 3	989,830	950,600	(39,230)
Special Ed - Level 1 Feb Growth	-	-	-
Special Ed - Level 2 Feb Growth	-	97,000	97,000
Special Ed - Level 3 Feb Growth	-	-	-
Vulnerable Students	429,145	429,145	-
Adult Education	177,216	180,209	2,993
Adult Education Feb/May Count	209,542	194,297	(15,245)
<b>Sub-Total Unique Student Needs</b>	<b>27,097,363</b>	<b>28,359,071</b>	<b>1,261,709</b>
Salary Differential	4,881,142	4,895,102	13,960
Unique Geographic Factors	1,294,626	1,408,139	113,513
Summer Session	1,865,760	1,899,593	33,833
Supplement for Education Plan	466,224	469,083	2,859
Administrative Savings Recovery	(1,027,783)		1,027,783
<b>Total Supplemental Funding</b>	<b>34,577,332</b>	<b>37,030,988</b>	<b>2,453,657</b>
<b>Total Ministry of Education Funding</b>	<b>206,437,643</b>	<b>212,216,174</b>	<b>5,778,531</b>

# Status Quo Operating Budget

	2017/2018	2018/2019	Variance
<b>Total Revenue</b>	<b>238,007,251</b>	<b>242,538,296</b>	<b>4,531,045</b>
<b>Salaries:</b>			
Teachers & TTOC	120,942,676	124,329,810	(3,387,134)
Educational Assistants	16,834,960	18,078,543	(1,243,583)
Support Staff	20,441,544	20,750,758	(309,214)
Principals and Vice Principals	9,288,109	9,813,410	(525,301)
Other Professionals	4,152,996	4,743,841	(590,845)
<b>Total Salaries</b>	<b>171,660,285</b>	<b>177,716,362</b>	<b>(6,056,077)</b>
Benefits	38,691,142	41,675,614	(2,984,472)
Services & Supplies	26,676,365	22,985,679	3,690,686
<b>Total Expenses</b>	<b>237,027,792</b>	<b>242,377,655</b>	<b>(5,349,863)</b>
<b>Net Expenses for the Year</b>	<b>979,459</b>	<b>160,641</b>	<b>(818,818)</b>



# Status Quo Operating Budget

	2017/2018	2018/2019	Variance
<b>Net Expenses for the Year</b>	<b>979,469</b>	<b>160,641</b>	<b>(818,828)</b>
<b>Transfer to Local Capital</b>	<b>(4,092,000)</b>	<b>(1,042,000)</b>	<b>3,050,000</b>
	<b>(3,112,531)</b>	<b>(881,359)</b>	<b>2,231,172</b>
<b>Carryover of Prior Year`s Unspent Funds</b>	<b>2,903,867</b>	<b>TBD</b>	<b>(2,903,867)</b>
<b>Application of Prior Year's Restricted Surplus</b>	<b>1,208,664</b>	<b>-</b>	<b>(1,208,664)</b>
<b>Net Surplus from Operations</b>	<b>1,000,000</b>	<b>(881,359)</b>	<b>(1,881,359)</b>

# Budget Adjustments – Operating Fund

Description	FTE	\$
Admin Staff Reorganization	(1.00)	(133,232)
SOGI	-	10,000
<b>Total</b>	<b>(1.00)</b>	<b>(123,232)</b>

# Budget Adjustments - Classroom Enhancement Fund

<b>Non-Enrolling</b>	<b>FTE</b>	<b>\$</b>
Non-Enrolling Reduction	(32.63)	(3,040,333)
Potential Operating Adjustments	<u>15.59</u>	<u>1,452,614</u>
	(17.04)	(1,587,719)
<b>Enrolling</b>		
Potential Additional CEF Request	15.00	1,397,640
Elementary Enrolment Growth (Operating)	<u>2.00</u>	<u>186,352</u>
	17.00	1,583,992

# Non-Enrolling Areas Potentially Impacted

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Aboriginal Education

Burnaby Online

Counselling

District Psychologist

English Language Learners

District Programs

Learning Support Services

Library

Reading Recovery

Staff Development

Administration



# Proposed Preliminary Operating Budget

	2017/2018	2018/2019	Variance
<b>Total Revenue</b>	<b>238,007,251</b>	<b>242,538,296</b>	<b>4,531,045</b>
<b>Salaries:</b>			
Teachers & TTOC	120,942,676	125,027,493	(4,084,817)
Educational Assistants	16,834,960	18,078,543	(1,243,583)
Support Staff	20,441,544	20,750,758	(309,214)
Principals and Vice Principals	9,288,109	9,699,524	(411,415)
Other Professionals	4,152,996	4,674,208	(521,212)
<b>Total Salaries</b>	<b>171,660,285</b>	<b>178,230,526</b>	<b>(6,570,241)</b>
Benefits	38,691,142	41,820,214	(3,129,072)
Services & Supplies	26,676,365	22,995,679	3,680,686
<b>Total Expenses</b>	<b>237,027,792</b>	<b>243,046,419</b>	<b>(6,018,627)</b>
<b>Net Expenses for the Year</b>	<b>979,459</b>	<b>(508,123)</b>	<b>(1,487,582)</b>

# Proposed Preliminary Operating Budget

	2017/2018	2018/2019	Variance
<b>Net Expenses for the Year</b>	<b>979,469</b>	<b>(508,123)</b>	<b>(1,487,592)</b>
<b>Transfer to Local Capital</b>	<b>(4,092,000)</b>	<b>(1,042,000)</b>	<b>3,050,000</b>
	<b>(3,112,531)</b>	<b>(1,550,123)</b>	<b>1,562,408</b>
<b>Carryover of Prior Year`s Unspent Funds</b>	<b>2,903,867</b>	<b>TBD</b>	<b>(2,903,867)</b>
<b>Application of Prior Year's Restricted Surplus</b>	<b>1,208,664</b>	<b>-</b>	<b>(1,208,664)</b>
<b>Net Surplus from Operations</b>	<b>1,000,000</b>	<b>(1,550,123)</b>	<b>(2,550,123)</b>

# Three Year Budget

(Preliminary April 2018)

	2018/2019	2019/2020	2020/2021
<b>Revenue</b>			
Ministry Operating Grant	211,188,391	215,618,296	220,487,049
Other Ministry of Education Grants	3,661,761	3,661,761	3,661,761
Other Revenue	27,688,144	27,688,144	27,688,144
	<b>242,538,296</b>	<b>246,968,201</b>	<b>251,836,955</b>
<b>Expenditures</b>			
Salaries	178,230,526	182,655,888	187,310,418
Benefits	41,820,214	44,390,949	45,320,312
Services & Supplies	22,995,679	23,070,810	23,148,223
	<b>243,046,419</b>	<b>250,117,647</b>	<b>255,778,953</b>
<b>Net Revenue (Expense) for the Year</b>	<b>(508,123)</b>	<b>(3,149,446)</b>	<b>(3,941,998)</b>
Local Capital	(1,042,000)	(1,042,000)	(1,042,000)
<b>Surplus / (Deficit)</b>	<b>(1,550,123)</b>	<b>(4,191,446)</b>	<b>(4,983,998)</b>

# Three Year Budget

(Preliminary April 2018)

	2018/2019	2019/2020	2020/2021
<b>Fund Balance Beginning of the Year</b>	5,092,370	3,542,247	(649,199)
Current Year Surplus/(Shortfall)	(1,550,123)	(4,191,446)	(4,983,998)
Total Funds Available	3,542,247	(649,199)	(5,633,197)
<b>Fund Balance End of the Year</b>	<b>3,542,247</b>	<b>(649,199)</b>	<b>(5,633,197)</b>

# 2018/2019 Key Budget Issues

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- CEF teachers requests over minimum funding of 87.6 FTE
- Education Assistants requested through CEF Overhead
- Other CEF Overhead Requests (Custodial, HR, Payroll, TTOC)
- Employer Health Tax not funded
- Exempt staff compensation increases not funded
- Teacher & Education Assistant recruitment and retention

# School Protection Plan (SPP)

# PAC and DPAC Coverage

- SPP coverage extends to cover PAC/DPAC members with respect to authorized activities connected to the school district
- Coverage only for general liability
- PAC/DPAC activities must be properly authorized by the school district
- PACs are responsible for insuring their own property and funds

# Covered Activities / Events

- SPP liability coverage is primarily designed to protect the school district and its employees while performing their duties against liability claims
- All school district authorized activities
- Coverage does not include:
  - Job-related injuries (covered by WorkSafe BC)
  - Criminal or illegal acts
  - Ownership, use or operation of automobiles
  - Parent-sponsored events that are not authorized by the school district



# District Sanctioned Event

What determines if a PAC event is “sanctioned” or an approved school district event?

- PAC events such as fundraisers, workshops and student events **should be jointly planned with the school/school district**. Certain fundraising activities such as those requiring provincial licencing ie. lottery, bingo, 50/50, must receive special permission from the Board prior to the event taking place. Refer to Board Policy 3.16.01. **PACs must ensure that the school Principal and/or school district supports and has sanctioned the event.**

# Signing Contracts

Should PAC member(s) be signing contracts on behalf of the PAC? Does this make them personally liable?

- In general, PAC member(s) **should not be signing contracts on behalf of the PAC**. For contracts or agreements related to a School district sanctioned event, they should be reviewed and signed by an authorized district administrator. Since PACs are not a legal entity, PAC members signing contracts or agreements may make them personally liable.

# Playground Equipment Program

# Basics of the Program

- New Provincial Playground Program
- Eligibility Criteria:
  - Primarily elementary grades
  - School not being considered for closure / replacement within next five years
  - Current equipment status:
    - None available
    - Unsafe for student use
    - Not universally accessible
  - No off-site location close (i.e. City parks)

# District Submission

- District April 16<sup>th</sup> Submission:
  - #1 Priority Suncrest Elementary School
    - Replacement – Standard Playground
  - #2 Priority Maywood Community School
    - Replacement – Universally Accessible
  - #3 Priority Second Street Community School
    - Replacement – Standard Playground
- 2019/20 Capital Plan Submission