

Annual Budget

## **School District No. 71 (Comox Valley)**

June 30, 2021

# School District No. 71 (Comox Valley)

June 30, 2021

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\*NOTE - Statement 1, Statement 3, Statement 5, Schedule 1 and Schedules 4A - 4D are used for Financial Statement reporting only.

## ANNUAL BUDGET BYLAW

A Bylaw of THE BOARD OF EDUCATION OF SCHOOL DISTRICT NO. 71 (COMOX VALLEY) (called the "Board") to adopt the Annual Budget of the Board for the fiscal year 2020/2021 pursuant to section 113 of the *School Act*, R.S.B.C., 1996, c. 412 as amended from time to time (called the "Act").

1. Board has complied with the provisions of the Act respecting the Annual Budget adopted by this bylaw.
2. This bylaw may be cited as School District No. 71 (Comox Valley) Annual Budget Bylaw for fiscal year 2020/2021.
3. The attached Statement 2 showing the estimated revenue and expense for the 2020/2021 fiscal year and the total budget bylaw amount of \$108,838,693 for the 2020/2021 fiscal year was prepared in accordance with the Act.
4. Statement 2, 4 and Schedules 2 to 4 are adopted as the Annual Budget of the Board for the fiscal year 2020/2021.

READ A FIRST TIME THE 26th DAY OF MAY, 2020;

READ A SECOND TIME THE 26th DAY OF MAY, 2020;

READ A THIRD TIME, PASSED AND ADOPTED THE 26th DAY OF MAY, 2020;

  
Chairperson of the Board

  
Secretary Treasurer

I HEREBY CERTIFY this to be a true original of School District No. 71 (Comox Valley) Annual Budget Bylaw 2020/2021, adopted by the Board the 26th DAY OF MAY, 2020.

  
Secretary Treasurer

# School District No. 71 (Comox Valley)

Statement 2

Annual Budget - Revenue and Expense

Year Ended June 30, 2021

	2021 Annual Budget	2020 Amended Annual Budget
<b>Ministry Operating Grant Funded FTE's</b>		
School-Age	8,988.250	8,900.125
Adult	32.000	34.000
<b>Total Ministry Operating Grant Funded FTE's</b>	<b>9,020.250</b>	<b>8,934.125</b>
<b>Revenues</b>	\$	\$
Provincial Grants		
Ministry of Education	98,588,741	95,993,796
Tuition	1,935,000	2,770,000
Other Revenue	2,003,309	3,329,860
Rentals and Leases	150,000	150,000
Investment Income	335,000	445,000
Amortization of Deferred Capital Revenue	4,193,501	4,103,595
<b>Total Revenue</b>	<b>107,205,551</b>	<b>106,792,251</b>
<b>Expenses</b>		
Instruction	84,332,101	84,657,750
District Administration	3,815,652	3,763,973
Operations and Maintenance	16,798,729	16,327,401
Transportation and Housing	2,082,211	2,051,280
Debt Services		456
<b>Total Expense</b>	<b>107,028,693</b>	<b>106,800,860</b>
<b>Net Revenue (Expense)</b>	<b>176,858</b>	<b>(8,609)</b>
<b>Budgeted Allocation (Retirement) of Surplus (Deficit)</b>		3,641,924
<b>Budgeted Surplus (Deficit), for the year</b>	<b>176,858</b>	<b>3,633,315</b>
<b>Budgeted Surplus (Deficit), for the year comprised of:</b>		
Operating Fund Surplus (Deficit)		
Special Purpose Fund Surplus (Deficit)		
Capital Fund Surplus (Deficit)	176,858	3,633,315
<b>Budgeted Surplus (Deficit), for the year</b>	<b>176,858</b>	<b>3,633,315</b>

# School District No. 71 (Comox Valley)

Statement 2

Annual Budget - Revenue and Expense

Year Ended June 30, 2021

	2021 Annual Budget	2020 Amended Annual Budget
<b>Budget Bylaw Amount</b>		
Operating - Total Expense	89,706,711	87,432,503
Operating - Tangible Capital Assets Purchased	250,000	255,000
Special Purpose Funds - Total Expense	11,460,339	13,872,705
Capital Fund - Total Expense	5,861,643	5,495,652
Capital Fund - Tangible Capital Assets Purchased from Local Capital	1,560,000	1,530,000
<b>Total Budget Bylaw Amount</b>	<b>108,838,693</b>	<b>108,585,860</b>

Approved by the Board



Signature of the Chairperson of the Board of Education



Date Signed

Signature of the Superintendent



Date Signed

Signature of the Secretary Treasurer



Date Signed

# School District No. 71 (Comox Valley)

Statement 4

Annual Budget - Changes in Net Financial Assets (Debt)

Year Ended June 30, 2021

	<b>2021 Annual Budget</b>	<b>2020 Amended Annual Budget</b>
	\$	\$
<b>Surplus (Deficit) for the year</b>	<u>176,858</u>	<u>(8,609)</u>
<b>Effect of change in Tangible Capital Assets</b>		
Acquisition of Tangible Capital Assets		
From Operating and Special Purpose Funds	(250,000)	(255,000)
From Local Capital	(1,560,000)	(1,530,000)
From Deferred Capital Revenue	(3,676,146)	(4,506,646)
<b>Total Acquisition of Tangible Capital Assets</b>	<u>(5,486,146)</u>	<u>(6,291,646)</u>
Amortization of Tangible Capital Assets	<u>5,861,643</u>	<u>5,495,196</u>
<b>Total Effect of change in Tangible Capital Assets</b>	<u>375,497</u>	<u>(796,450)</u>
	<u>-</u>	<u>-</u>
	<u>-</u>	<u>-</u>
<b>(Increase) Decrease in Net Financial Assets (Debt)</b>	<u>552,355</u>	<u>(805,059)</u>

# School District No. 71 (Comox Valley)

Schedule 2

Annual Budget - Operating Revenue and Expense

Year Ended June 30, 2021

	2021 Annual Budget	2020 Amended Annual Budget
	\$	\$
<b>Revenues</b>		
Provincial Grants		
Ministry of Education	88,514,354	84,891,868
Tuition	1,935,000	2,770,000
Other Revenue	617,357	559,083
Rentals and Leases	150,000	150,000
Investment Income	300,000	375,000
<b>Total Revenue</b>	<u>91,516,711</u>	<u>88,745,951</u>
<b>Expenses</b>		
Instruction	73,224,094	71,135,473
District Administration	3,815,652	3,763,973
Operations and Maintenance	10,586,658	10,481,777
Transportation and Housing	2,080,307	2,051,280
<b>Total Expense</b>	<u>89,706,711</u>	<u>87,432,503</u>
<b>Net Revenue (Expense)</b>	<u>1,810,000</u>	<u>1,313,448</u>
<b>Budgeted Prior Year Surplus Appropriation</b>	<u>-</u>	<u>3,641,924</u>
<b>Net Transfers (to) from other funds</b>		
Tangible Capital Assets Purchased	(250,000)	(255,000)
Local Capital	(1,560,000)	(4,700,372)
<b>Total Net Transfers</b>	<u>(1,810,000)</u>	<u>(4,955,372)</u>
<b>Budgeted Surplus (Deficit), for the year</b>	<u>-</u>	<u>-</u>

**School District No. 71 (Comox Valley)**  
 Annual Budget - Schedule of Operating Revenue by Source  
 Year Ended June 30, 2021

Schedule 2A

	2021 Annual Budget	2020 Amended Annual Budget
	\$	\$
<b>Provincial Grants - Ministry of Education</b>		
Operating Grant, Ministry of Education	85,356,162	82,876,217
ISC/LEA Recovery	(132,357)	(129,083)
Other Ministry of Education Grants		
Pay Equity	451,831	451,831
Funding for Graduated Adults	112,762	112,762
Transportation Supplement	421,375	421,375
Carbon Tax Grant		60,000
Employer Health Tax Grant		611,726
Support Staff Benefits Grant	77,661	77,661
FSA Marking	15,964	18,964
Early Learning Grant	-	32,677
Labour Settlement Funding - Support Staff	-	357,738
Labour Settlement Funding - Teachers	2,210,956	-
<b>Total Provincial Grants - Ministry of Education</b>	<b>88,514,354</b>	<b>84,891,868</b>
<b>Tuition</b>		
International and Out of Province Students	1,935,000	2,770,000
<b>Total Tuition</b>	<b>1,935,000</b>	<b>2,770,000</b>
<b>Other Revenues</b>		
Funding from First Nations	132,357	129,083
Miscellaneous		
Instructional Cafeteria	120,000	120,000
Other Miscellaneous	365,000	310,000
<b>Total Other Revenue</b>	<b>617,357</b>	<b>559,083</b>
<b>Rentals and Leases</b>	<b>150,000</b>	<b>150,000</b>
<b>Investment Income</b>	<b>300,000</b>	<b>375,000</b>
<b>Total Operating Revenue</b>	<b>91,516,711</b>	<b>88,745,951</b>



**School District No. 71 (Comox Valley)**  
 Annual Budget - Schedule of Operating Expense by Object  
 Year Ended June 30, 2021

Schedule 2B

	2021 Annual Budget	2020 Amended Annual Budget
	\$	\$
<b>Salaries</b>		
Teachers	36,634,863	34,855,588
Principals and Vice Principals	4,989,039	5,113,767
Educational Assistants	5,895,611	5,665,398
Support Staff	8,385,534	8,239,656
Other Professionals	2,893,830	2,877,843
Substitutes	2,551,731	2,575,177
<b>Total Salaries</b>	<b>61,350,608</b>	<b>59,327,429</b>
<b>Employee Benefits</b>	<b>15,583,610</b>	<b>14,472,584</b>
<b>Total Salaries and Benefits</b>	<b>76,934,218</b>	<b>73,800,013</b>
<b>Services and Supplies</b>		
Services	2,718,707	2,792,207
Student Transportation	2,063,962	2,035,255
Professional Development and Travel	692,500	717,500
Dues and Fees	72,900	72,900
Insurance	202,300	202,300
Supplies	5,154,432	5,881,328
Utilities	1,867,692	1,931,000
<b>Total Services and Supplies</b>	<b>12,772,493</b>	<b>13,632,490</b>
<b>Total Operating Expense</b>	<b>89,706,711</b>	<b>87,432,503</b>

# School District No. 71 (Comox Valley)

Annual Budget - Operating Expense by Function, Program and Object  
Year Ended June 30, 2021

	Teachers Salaries	Principals and Vice Principals Salaries	Educational Assistants Salaries	Support Staff Salaries	Other Professionals Salaries	Substitutes Salaries	Total Salaries
	\$	\$	\$	\$	\$	\$	\$
<b>1 Instruction</b>							
1.02 Regular Instruction	29,535,899	891,392		60,000		1,960,731	32,448,022
1.03 Career Programs	506,469		175,671				682,140
1.07 Library Services	243,105			726,887			969,992
1.08 Counselling	1,401,886					5,000	1,406,886
1.10 Special Education	4,058,926	120,552	4,727,621	72,547	175,502	325,000	9,480,148
1.30 English Language Learning	141,811						141,811
1.31 Indigenous Education	243,105	132,691	924,814	37,481	61,005	26,000	1,425,096
1.41 School Administration		3,718,548		1,705,384		30,000	5,453,932
1.62 International and Out of Province Students	503,662	125,856		138,733	212,920	5,000	986,171
1.64 Other			67,505	98,390			165,895
<b>Total Function 1</b>	<b>36,634,863</b>	<b>4,989,039</b>	<b>5,895,611</b>	<b>2,839,422</b>	<b>449,427</b>	<b>2,351,731</b>	<b>53,160,093</b>
<b>4 District Administration</b>							
4.11 Educational Administration					825,561		825,561
4.40 School District Governance					188,193		188,193
4.41 Business Administration				396,335	915,378		1,311,713
<b>Total Function 4</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>396,335</b>	<b>1,929,132</b>	<b>-</b>	<b>2,325,467</b>
<b>5 Operations and Maintenance</b>							
5.41 Operations and Maintenance Administration					501,928		501,928
5.50 Maintenance Operations				4,692,499		200,000	4,892,499
5.52 Maintenance of Grounds				457,278			457,278
5.56 Utilities							-
<b>Total Function 5</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>5,149,777</b>	<b>501,928</b>	<b>200,000</b>	<b>5,851,705</b>
<b>7 Transportation and Housing</b>							
7.41 Transportation and Housing Administration					13,343		13,343
7.70 Student Transportation							-
<b>Total Function 7</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>13,343</b>	<b>-</b>	<b>13,343</b>
<b>9 Debt Services</b>							
<b>Total Function 9</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total Functions 1 - 9</b>	<b>36,634,863</b>	<b>4,989,039</b>	<b>5,895,611</b>	<b>8,385,534</b>	<b>2,893,830</b>	<b>2,551,731</b>	<b>61,350,608</b>

# School District No. 71 (Comox Valley)

Annual Budget - Operating Expense by Function, Program and Object  
Year Ended June 30, 2021

	Total Salaries	Employee Benefits	Total Salaries and Benefits	Services and Supplies	2021 Annual Budget	2020 Amended Annual Budget
	\$	\$	\$	\$	\$	\$
<b>1 Instruction</b>						
1.02 Regular Instruction	32,448,022	8,685,399	41,133,421	3,923,831	45,057,252	42,835,321
1.03 Career Programs	682,140	175,234	857,374	340,845	1,198,219	1,168,676
1.07 Library Services	969,992	238,482	1,208,474	378,173	1,586,647	1,557,015
1.08 Counselling	1,406,886	368,396	1,775,282	500	1,775,782	1,730,314
1.10 Special Education	9,480,148	2,298,775	11,778,923	161,550	11,940,473	11,579,734
1.30 English Language Learning	141,811	37,260	179,071	1,000	180,071	172,990
1.31 Indigenous Education	1,425,096	339,734	1,764,830	327,810	2,092,640	1,982,149
1.41 School Administration	5,453,932	1,283,151	6,737,083	616,200	7,353,283	7,332,618
1.62 International and Out of Province Students	986,171	244,346	1,230,517	450,000	1,680,517	2,420,070
1.64 Other	165,895	39,815	205,710	153,500	359,210	356,586
<b>Total Function 1</b>	<b>53,160,093</b>	<b>13,710,592</b>	<b>66,870,685</b>	<b>6,353,409</b>	<b>73,224,094</b>	<b>71,135,473</b>
<b>4 District Administration</b>						
4.11 Educational Administration	825,561	185,751	1,011,312	78,600	1,089,912	1,050,848
4.40 School District Governance	188,193	42,343	230,536	131,850	362,386	353,582
4.41 Business Administration	1,311,713	299,641	1,611,354	752,000	2,363,354	2,359,543
<b>Total Function 4</b>	<b>2,325,467</b>	<b>527,735</b>	<b>2,853,202</b>	<b>962,450</b>	<b>3,815,652</b>	<b>3,763,973</b>
<b>5 Operations and Maintenance</b>						
5.41 Operations and Maintenance Administration	501,928	112,934	614,862	355,100	969,962	1,019,674
5.50 Maintenance Operations	4,892,499	1,127,800	6,020,299	1,024,880	7,045,179	6,780,721
5.52 Maintenance of Grounds	457,278	101,547	558,825	145,000	703,825	750,382
5.56 Utilities	-	-	-	1,867,692	1,867,692	1,931,000
<b>Total Function 5</b>	<b>5,851,705</b>	<b>1,342,281</b>	<b>7,193,986</b>	<b>3,392,672</b>	<b>10,586,658</b>	<b>10,481,777</b>
<b>7 Transportation and Housing</b>						
7.41 Transportation and Maintenance Administration	13,343	3,002	16,345	7,000	23,345	23,025
7.70 Student Transportation	-	-	-	2,056,962	2,056,962	2,028,255
<b>Total Function 7</b>	<b>13,343</b>	<b>3,002</b>	<b>16,345</b>	<b>2,063,962</b>	<b>2,080,307</b>	<b>2,051,280</b>
<b>9 Debt Services</b>						
<b>Total Function 9</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total Functions 1 - 9</b>	<b>61,350,608</b>	<b>15,583,610</b>	<b>76,934,218</b>	<b>12,772,493</b>	<b>89,706,711</b>	<b>87,432,503</b>

# School District No. 71 (Comox Valley)

Schedule 3

Annual Budget - Special Purpose Revenue and Expense  
Year Ended June 30, 2021

	<b>2021</b>	<b>2020 Amended</b>
	<b>Annual Budget</b>	<b>Annual Budget</b>
	<b>\$</b>	<b>\$</b>
<b>Revenues</b>		
Provincial Grants		
Ministry of Education	<b>10,074,387</b>	11,101,928
Other Revenue	<b>1,385,952</b>	2,770,777
<b>Total Revenue</b>	<b>11,460,339</b>	13,872,705
<b>Expenses</b>		
Instruction	<b>11,108,007</b>	13,522,277
Operations and Maintenance	<b>350,428</b>	350,428
Transportation and Housing	<b>1,904</b>	-
<b>Total Expense</b>	<b>11,460,339</b>	13,872,705
<b>Budgeted Surplus (Deficit), for the year</b>	<b>-</b>	-

**School District No. 71 (Comox Valley)**

Annual Budget - Changes in Special Purpose Funds

Year Ended June 30, 2021

	Annual Facility Grant	Learning Improvement Fund	Scholarships and Bursaries	School Generated Funds	Strong Start	Ready, Set, Learn	OLFP	Community LINK Fund - Overhead	Classroom Enhancement Fund
	\$	\$	\$	\$	\$	\$	\$	\$	\$
<b>Deferred Revenue, beginning of year</b>									
<b>Add:</b> Restricted Grants									
Provincial Grants - Ministry of Education	350,428	308,915	30,000	1,250,000	160,000	39,200	195,945	609,052	1,471,710
Other			6,000						
Investment Income									
	350,428	308,915	36,000	1,250,000	160,000	39,200	195,945	609,052	1,471,710
<b>Less: Allocated to Revenue</b>									
<b>Deferred Revenue, end of year</b>									
	350,428	308,915	60,000	1,250,000	160,000	39,200	195,945	609,052	1,471,710
	-	-	726,000	1,000,000	-	-	-	-	-
<b>Revenues</b>	350,428	308,915	60,000	1,250,000	160,000	39,200	195,945	609,052	1,471,710
Provincial Grants - Ministry of Education									
Other Revenue	350,428	308,915	60,000	1,250,000	160,000	39,200	195,945	609,052	1,471,710
<b>Expenses</b>									
Salaries									
Teachers									
Principals and Vice Principals							22,860		274,320
Educational Assistants		249,125			129,000		22,380	302,325	630,300
Support Staff									129,000
Other Professionals									153,243
Employee Benefits									1,186,863
Services and Supplies	350,428	59,790	60,000	1,250,000	31,000	39,200	11,310	73,215	284,847
	350,428	308,915	60,000	1,250,000	160,000	39,200	195,945	609,052	1,471,710
<b>Net Revenue (Expense)</b>									
	-	-	-	-	-	-	-	-	-

**School District No. 71 (Comox Valley)**

Annual Budget - Changes in Special Purpose Funds

Year Ended June 30, 2021

	Classroom Enhancement Fund - Staffing	First Nation Student Transportation	Mental Health in Schools	Changing Results for Young Children	Professional Development	CVCF Student Travel	TOTAL
	\$	\$	\$	\$	\$	\$	\$
<b>Deferred Revenue, beginning of year</b>		1,904	28,500	3,000	126,000	26,077	1,935,481
<b>Add:</b> Restricted Grants							
Provincial Grants - Ministry of Education	6,905,733						10,040,983
Other					70,000	25,777	1,375,777
Investment Income	6,905,733				70,000	175	6,175
						25,952	11,422,935
<b>Less: Allocated to Revenue</b>							
<b>Deferred Revenue, end of year</b>		1,904	28,500	3,000	50,000	25,952	11,460,339
					146,000	26,077	1,898,077
<b>Revenues</b>							
Provincial Grants - Ministry of Education	6,905,733	1,904	28,500	3,000			10,074,387
Other Revenue					50,000	25,952	1,385,952
	6,905,733	1,904	28,500	3,000	50,000	25,952	11,460,339
<b>Expenses</b>							
Salaries							
Teachers	5,754,778						5,777,638
Principals and Vice Principals							296,700
Educational Assistants							1,310,750
Support Staff							129,000
Other Professionals							153,243
	5,754,778						7,667,331
Employee Benefits	1,150,955						1,611,117
Services and Supplies		1,904	28,500	3,000	50,000	25,952	2,181,891
	6,905,733	1,904	28,500	3,000	50,000	25,952	11,460,339
<b>Net Revenue (Expense)</b>							

# School District No. 71 (Comox Valley)

Annual Budget - Capital Revenue and Expense  
 Year Ended June 30, 2021

	2021 Annual Budget			2020 Amended Annual Budget
	Invested in Tangible Capital Assets	Local Capital	Fund Balance	
	\$	\$	\$	\$
<b>Revenues</b>				
Investment Income		35,000	35,000	70,000
Amortization of Deferred Capital Revenue	4,193,501		4,193,501	4,103,595
<b>Total Revenue</b>	<b>4,193,501</b>	<b>35,000</b>	<b>4,228,501</b>	<b>4,173,595</b>
<b>Expenses</b>				
Amortization of Tangible Capital Assets				
Operations and Maintenance	5,861,643		5,861,643	5,495,196
Debt Services				
Capital Lease Interest			-	456
<b>Total Expense</b>	<b>5,861,643</b>	<b>-</b>	<b>5,861,643</b>	<b>5,495,652</b>
<b>Net Revenue (Expense)</b>	<b>(1,668,142)</b>	<b>35,000</b>	<b>(1,633,142)</b>	<b>(1,322,057)</b>
<b>Net Transfers (to) from other funds</b>				
Tangible Capital Assets Purchased	250,000		250,000	255,000
Local Capital		1,560,000	1,560,000	4,700,372
<b>Total Net Transfers</b>	<b>250,000</b>	<b>1,560,000</b>	<b>1,810,000</b>	<b>4,955,372</b>
<b>Other Adjustments to Fund Balances</b>				
Tangible Capital Assets Purchased from Local Capital	1,560,000	(1,560,000)	-	
<b>Total Other Adjustments to Fund Balances</b>	<b>1,560,000</b>	<b>(1,560,000)</b>	<b>-</b>	
<b>Budgeted Surplus (Deficit), for the year</b>	<b>141,858</b>	<b>35,000</b>	<b>176,858</b>	<b>3,633,315</b>