



**Comox Valley Schools**

**A Community of Learners**

**INNOVATIVE • INQUISITIVE • INCLUSIVE**

## **Board of Education**

# **Regular Public Board Meeting Minutes**

**Tuesday,  
December 14, 2021**

**7:00pm**

School District No. 71 (Comox Valley)  
607 Cumberland Road, Courtenay, BC V9N 7G5  
250-334-5500

**A COMMUNITY OF LEARNERS - INNOVATIVE ♦ INQUISITIVE ♦ INCLUSIVE**

## ***Vision***

An inclusive learning community that embraces diversity, fosters relationships and empowers all learners to have a positive impact on the world.

## ***Mission***

To inspire engaged, compassionate, resilient lifelong learners and cultivate a collaborative community together.

## ***We Value and Believe In***

Trusting relationships based on respect, integrity and ethical behaviour

A commitment to Truth and Reconciliation with Indigenous peoples

Equity, inclusion, dignity, and acceptance for all

Global awareness and environmental stewardship

Innovation, creativity, problem-solving, and critical thinking

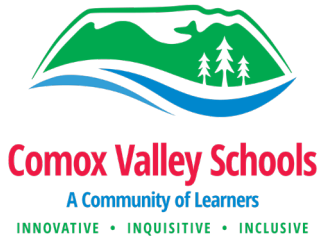
Accountability and shared responsibility

Open and engaging communication

Celebration of learning

## ***Strategic Priorities***

Educational Excellence  
Community Engagement  
Organizational Stability & Environmental Stewardship  
Physical Health & Mental Well-Being



**REGULAR BOARD MEETING MINUTES**  
**Tuesday, December 14, 2021**  
**7:00pm**

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**Attendance in-person and via Zoom:**

**Trustees:**

Tonia Frawley, Board Chair  
Michelle Waite, Vice Chair  
Sheila McDonnell, Trustee  
Janice Caton, Trustee  
Kat Hawksby, Trustee  
Sarah Jane Howe, Trustee  
Cristi May Sacht, Trustee

**Regrets:** None

**Recording Secretary:** Heidi Bell, Sr. Executive Assistant

**Staff:**

Tom Demeo, Superintendent of Schools  
Brenda Hooker, Secretary-Treasurer  
Geoff Manning, Assistant Superintendent  
Candice Hilton, Director of Finance  
Ian Heselgrave, Director of Operations – via Zoom  
Sean Lamoureux, Director of Inclusive Education  
Vivian Collyer, Director of Instruction – via Zoom  
Jay Dixon, Director of Instruction – via Zoom  
Josh Porter, Director, Information Technology  
Shaun Jones, Manager, Information Technology

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**1. Call to Order – Secretary-Treasurer or Designate**

Board Chair, Tonia Frawley called the meeting to order at 7:03 pm and acknowledged that the meeting is being held on the traditional territories of the K’omoks First Nation.

**2. Adoption of Agenda**

**Motion:**

*THAT the Board of Education adopt the December 14, 2021, Regular Public Board Meeting Agenda as presented.*

[Howe/Waite]

**CARRIED**

**3. Board Meeting Minutes**

Pages 1-10

**Motion:**

*THAT the Board of Education adopt the November 23, 2021, Regular Board Meeting Minutes as presented.*

[Howe/Waite]

**CARRIED**

**4. Unfinished Business**

None

**5. Record of In-Camera Meetings / Reports**

Page 11

- November 15, 2021 – Facilities In-Camera Committee of the Whole Meeting
- November 23, 2021 – Regular In-Camera Meeting
- November 30, 2021 – Facilities In-Camera Committee of the Whole Meeting

**7. Board Chair’s Report**

Page 12

**8. Presentations / Delegations**

None

**9. Education Committee Meeting**

No Meeting in December

**Next Education Committee Meeting:**

TOPIC: Operations  
DATE: January 11, 2022  
TIME: 6:30 pm  
LOCATION: TBA

**10. Strategic Direction**

**A. Superintendent**

**i. District News – Verbal Update**

- First snow day December 6, 2021 – reminder that snow days will be announced on the district website, local radio stations, and social media
- Winter celebrations at schools have been either virtually or by invite
- Some athletics games and tournaments were canceled/re-scheduled due to the fuel restriction, which is now lifted
- Superintendent extended his appreciation to all coaches and volunteers within our schools
- G.P. Vanier is running its Grad “Class” Special Attire program. They are in need of smaller men’s suits, shoes and other clothing/accessories that are in good condition and suitable for students to wear to grad
- Huband Park Elementary has two new playground and outdoor structures. The PAC raised \$29,000 towards the purchase and funding was also provided through the MOE Capital Playground Enhancement Fund
- G.P. Vanier held a “Preparing for the Workplace” event. Volunteers from the community visited and students were given mock job interviews

- Reminder of the International Travel rules and regulations, two week isolation upon returning
- EDAS – Everyone Deserves a Smile – The district filled 1352 envelopes, which surpassed their goal by 82
- The district filled 267 hampers of food for families within the Comox Valley
- To further support our students through these uncertain times school-based counselors participated in ASSIT (Applied Suicide Intervention Skills Training)
- District administrators and senior staff participated in VTRA (Violence Threat Risk Assessment) training program, level 1. Level 2 will be held in February 2022

ii. Equity in Action – New Date: January 20, 2022

iii. Director of Operations, Ian Heselgrave was seconded to manage the Abbotsford Flood Response Reception Centre at Tradex. The district received a thank you letter praising Director Heselgrave’s professionalism, vast knowledge, and organizations skills

#### **B. Assistant Superintendent**

i. SD71 is delivering the new Youth Development Instrument (YDI) survey to our Grade 11 students. The YDI builds on the Early Development Instrument (EDI) and the Middle Years Development Instrument (MDI) to check in on students’ development, health, and well-being

#### **C. Secretary-Treasurer**

i. **Letter to the Comox Valley Sports & Social Club**

Pages 13-14

The Secretary-Treasurer presented the response letter to the Comox Valley Sports & Social Club regarding rental rates

ii. The Secretary-Treasurer extended a thank you to Director Heselgrave for his work at the Abbotsford Flood Response

#### **D. Human Resources**

i. **Retirements and Recognition**  
Board Information

Page 15

### **11. Board Standing Committee Reports**

**A. Finance Committee Board Report – December 7, 2021**

Pages 16-90

**Motion:**

*THAT the Board of Education for School District No.71 (Comox Valley) accept the Statement of Financial Information for the fiscal year end June 30, 2021, as presented.*

[Caton/Hawksby]

**CARRIED**

**Motion:**

*THAT the Board of Education for School District No.71 (Comox Valley) receive the Finance Committee Board Report as presented.*

[Caton/May Sacht]

**CARRIED**

**B. Audit Committee Board Report**

No meeting in December.

**C. Policy Committee Board Report**

No meeting in December.

**D. Facilities Committee Board Report – November 15, 2021 & November 30, 2021**

The Facilities Committee met on November 15, 2021, as an In-Camera Committee of the Whole.

The Facilities Committee met on November 30, 2021, as an In-Camera Committee of the Whole.

**12. Board Business**

**A. Motion: Kat Hawksby, Trustee (City of Courtenay) – Briefing Note**

Page 91

**Motion:**

*THAT the Board of Education for School District No.71 (Comox Valley) declares the last week of September annually as Truth and Reconciliation week.*

[Hawksby/Howe]

**CARRIED**

Trustees spoke in support of the motion.

**B. Trustee Appointments and Assignments 2021-2022**

Pages 92-94

**C. Long Range Facilities Plan – Boundary/Catchment Adjustments – Briefing Note**

Pages 95-96

Director Heselgrave presented the briefing note. Trustee's asked questions and clarified the intent of the motion. Senior staff provided information.

**Motion:**

*THAT the Board of Education for School District No.71 (Comox Valley) move to consultation on a Boundary adjustment that would shift the Courtenay Elementary catchment boundary further south (include parts of Fraser Road, Comox Logging Road, South Island Highway and Ridge developments).*

[Caton/McDonnell]

**CARRIED**

- D. Trustees Verbal Report: BC School Trustee Association (BCSTA) Trustee Academy Trustees  
Trustees shared their take-aways from the BCSTA Trustee Academy, December 2-4, 2021

**13. Board Correspondence**

None

**14. Public Question Period**

None

**15. Meeting Adjourned – 8:30 pm**

**MOTION:**

*THAT the Board of Education adjourn this meeting.*

[Waite/May Sacht]

**CARRIED**

**Board Approved on:**  
January 25, 2022

**Certified Correct:**



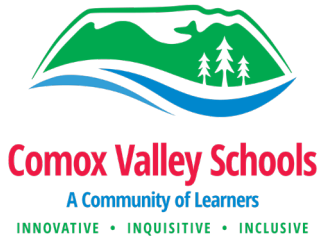
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Brenda Hooker, CPA, CGA  
Secretary-Treasurer



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Tonia Frawley  
Board Chair



**REGULAR BOARD MEETING MINUTES**  
**Tuesday, November 23, 2021**  
**7:00pm**

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**Attendance in-person and via Zoom:**

**Trustees:**

Tonia Frawley, Board Chair  
Michelle Waite, Vice Chair  
Sheila McDonnell, Trustee  
Janice Caton, Trustee  
Kat Hawksby, Trustee  
Sarah Jane Howe, Trustee – via Zoom  
Cristi May Sacht, Trustee – via Zoom

**Staff:**

Tom Demeo, Superintendent of Schools  
Brenda Hooker, Secretary-Treasurer  
Geoff Manning, Assistant Superintendent  
Candice Hilton, Director of Finance  
Ian Heselgrave, Director of Operations – via Zoom  
Sean Lamoureux, Director of Inclusive Education  
Vivian Collyer, Director of Instruction – via Zoom  
Jay Dixon, Director of Instruction – via Zoom  
Josh Porter, Director, Information Technology

**Regrets:** None

**Recording Secretary:** Marlene Leach, Sr. Executive Assistant

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**1. Call to Order – Secretary-Treasurer or Designate**

Secretary-Treasurer, Brenda Hooker called the meeting to order at 7:00 pm and acknowledged that the meeting is being held on the traditional territories of the K’omoks First Nation.

**2. Adoption of Agenda**

**Motion:**

*THAT the Board of Education adopt the November 23, 2021, Regular Public Board Meeting Agenda as amended.*

[Frawley/McDonnell]

**CARRIED**

**3. Board Elections**

The Secretary-Treasurer noted that Trustees Sarah Jane Howe and Cristi May Sacht are attending this meeting online via Zoom and will submit their votes electronically to then be transcribed onto ballots.

**Appointment of Scrutineers**

**Scrutineers:**

Candice Hilton, Director of Finance  
Sean Lamoureux, Director of Inclusive Education



**A. Election of Board Chairperson**

The Secretary-Treasurer called for nominations for the position of Chairperson of the Board for a first time.

Trustee Sheila McDonnell was nominated and let her name stand. Trustee Tonia Frawley was nominated and let her name stand.

The Secretary-Treasurer called for nominations a second time.

Hearing no further nominations, the Secretary-Treasurer called for nominations a third time.

Hearing no further nominations, the Secretary-Treasurer explained the scrutineer and voting process for the Trustees attending via Zoom. Candidates Trustee Sheila McDonnell followed by Trustee Tonia Frawley both gave a speech.

The Secretary-Treasurer asked the appointed scrutineers to distribute ballots for vote. Ballots were counted by the scrutineers and the election results were announced, Trustee Tonia Frawley was elected as Board Chairperson for the ensuing year.

The Secretary-Treasurer called for a two-minute recess at 7:11 pm for the new and outgoing Board Chairpersons to change seats.

Trustee Tonia Frawley assumed the role as Chairperson at 7:13 pm and thanked Trustee McDonnell for the past year serving as the Board Chairperson.

**B. Election of Board Vice-Chairperson**

The Board Chairperson called for nominations for the position of Vice-Chairperson of the Board for a first time.

Trustee Michelle Waite was nominated and let her name stand. Trustee Janice Caton was nominated and let her name stand.

The Board Chairperson called for nominations a second time.

Hearing no further nominations, the Board Chairperson called a third time for nominations.

Hearing no further nominations, the Board Chairperson asked the candidates if they would like to speak; Trustee Waite and Trustee Caton each spoke.

The Board Chairperson asked the appointed scrutineers to distribute ballots for vote. Ballots were counted by the scrutineers and Trustee Michelle Waite was elected Board Vice-Chairperson for the ensuing year.

Trustee Caton noted that the adoption of the agenda as amended was moved and seconded but, the question may not have been called. Chairperson Frawley asked for a vote on the amended agenda.  
Trustees voted unanimously all in favour and the motion carried.

**C. Election of BCSTA Provincial Council Representative and Alternate**

The BCSTA Bylaws provide that each member Board shall elect one trustee as *representative* and one trustee *alternate representative* to the Provincial Council

**a) Nominations for *representative* to the BCSTA Provincial Council called by Chairperson**

The Chairperson called for nominations for the position of representative to the BCSTA Provincial Council a first time.

Trustee Sarah Jane Howe was nominated but declined the nomination. Trustee Janice Caton was nominated and let her name stand.

The Chairperson called for nominations a second time.

Hearing no further nominations, the Chairperson called for nominations a third time.

Hearing no further nominations Trustee Janice Caton was acclaimed as the representative to the BC School Trustees Association Provincial Council for the ensuing year.

**b) Nominations for *alternate representative* to the BCSTA Provincial Council called by Chairperson**

The Chairperson called for nominations for the position of alternate representative to the BCSTA Provincial Council a first time.

Trustee Sarah Jane Howe was nominated and let her name stand.

The Chairperson called for nominations a second time.

Hearing no further nominations, the Chairperson called for nominations a third time.

Hearing no further nominations, the Chairperson acclaimed Trustee Sarah Jane Howe as the alternate representative to the BC School Trustees Association Provincial Council for the ensuing year.

**D. Election of BCPSEA Trustee Representative and Alternate**

The BCPSEA Bylaws provide that each member Board shall elect one trustee as *representative designate* and one trustee as *alternate designate* to the BCPSEA Representative Council.

**a) Nominations for *representative designate* to the BCPSEA Representative Council by Chairperson**

The Chairperson called for nominations for the position of representative designate to the BCPSEA Representative Council a first time.

Trustee Tonia Frawley was nominated, and let her name stand. Trustee Sheila McDonnell was nominated and let her name stand.

The Chairperson called for nominations a second time.

Hearing no further nominations, the Chairperson called for nominations a third time.

Upon no further nominations, Chairperson Frawley withdrew her nomination and acclaimed Trustee Sheila McDonnell as the representative designate to the BC Public School Employers Association for the ensuing year.

**b) Nominations for *alternate designate* to the BCPSEA Representative Council called by Chairperson**

The Chairperson called for nominations for the position of alternate designate to the BCPSEA Representative Council a first time.

Trustee Kat Hawksby was nominated, and let her name stand. Trustee Tonia Frawley was nominated but declined the nomination.

The Chairperson acclaimed Trustee Kat Hawksby as the alternate designate to the BC Public School Employers Association for the ensuing year.

**E. Destruction of Ballots**

**Motion:**

*THAT the ballots from the Board elections be destroyed including the electronic submissions.*

[Caton/McDonnell]

**CARRIED**

**4. Board Meeting Minutes**

Pages 1-6

**Motion:**

*THAT the Board of Education adopt the October 26, 2021, Regular Board Meeting Minutes as presented.*

[Waite/May Sacht]

**CARRIED**

**5. Unfinished Business**

None

**6. Record of In-Camera Meetings / Reports**

Pages 7-8

- October 25, 2021 – Special In-Camera Meeting
- October 26, 2021 – Regular In-Camera Meeting
- November 9, 2021 – Special In-Camera Meeting
- November 12, 2021 – Special In-Camera Meeting
- November 15, 2021 – Finance In-Camera Committee of the Whole Meeting
- November 15, 2021 – Facilities In-Camera Committee of the Whole Meeting

**7. Board Chair's Report**

**i. Recognition of Former Trustee – Verbal Report**

Trustee Caton acknowledged and remembered Elizabeth (Bunny) Shannon who recently passed away. She was a dedicated former Trustee for 19 years from 1992-2004 who compassionately served the Comox Valley in many different leadership roles within the district, community and province. She was a contributor and founder of many groups such as DPAC and Lush Valley. She was a champion of public education, social justice, and a role model for many following trustees.

Bunny leaves behind a legacy and will be dearly missed.

Trustee Caton will bring forward a future motion for the Board to, in some way, recognize Elizabeth (Bunny) Shannon. Trustee McDonnell also shared Elizabeth (Bunny) Shannon's contributions and mentioned MLA Ronna-Rae Leonard's tribute speech to Elizabeth (Bunny) Shannon in the Legislature that is available to view on social media.

**ii. Select Standing Committee Report – Education Section**

[https://www.leg.bc.ca/content/CommitteeDocuments/42nd-parliament/2nd-session/fgs/budget-consultation/42-2-2\\_FGS-Report\\_Budget-2022-Consultation.pdf](https://www.leg.bc.ca/content/CommitteeDocuments/42nd-parliament/2nd-session/fgs/budget-consultation/42-2-2_FGS-Report_Budget-2022-Consultation.pdf)

Pages 9-15

The Board Chair acknowledged and thanked the Secretary-Treasurer for her presentation at the Budget 2022 Consultation that she and Trustee Waite also attended. SD71 is mentioned three times in the attached Education Section report. Several trustees read excerpts from the report and thanked the Secretary-Treasurer for the written report and her heartfelt oral submission on behalf of the Board.

**8. Presentations / Delegations**

None

**9. Education Committee Meeting – November 09, 2021**

Pages 16-17

**Motion:**

*THAT the Board of Education receive the Education Committee Board Report as presented.*

[Waite/Howe]

**CARRIED**

**Next Education Committee Meeting:**

**TOPIC:** Operations

**DATE:** December 07, 2021

**TIME:** 6:30 pm

**LOCATION:** School Board Office, Board Room

**10. Strategic Direction**

**A. Superintendent**

**i. Manager of Communications – Verbal Update**

The Superintendent introduced and welcomed the new Manager of Communications, Craig Sorochan. Craig shared information about himself, his background, past employment and interests.

**ii. District News – Verbal Update**

- The Superintendent would like to extend our thoughts to colleagues around the province who have been devastated by the flooding. Some schools have not been in session and other schools in operation are working hard to keep students safe.
- The Province of BC has two temporary emergency orders: essential travel and fuel restrictions. Some temporary district decisions are in place to support the orders and keep students safe and buildings open. A letter is to go out to families, staff and communities this evening.

- Principal, Erica Black's message – Bravo to Cumberland Community School Society's AGM. Some successes shared over the pandemic included keeping the community connected via virtual and outdoor activities, children and families fed while in school and out of school and increased local eldercare and family care. Way to go!
- The Superintendent encourages Trustees to look at some local secondary schools' daily announcements; the number of things the schools are doing for students is amazing. Thank you, school staff!
- It is Everybody Deserves a Smile's (EDAS) 18<sup>th</sup> anniversary this year. They have set a goal of 1270 packages to go to Comox Valley, Victoria and East Hastings Vancouver. They will be packaging on December 9 & 10 and starting to deliver packages on the 10<sup>th</sup>. Just another example of schools reaching out to the community.
- Although in different formats, some return to normalcy with events returning to schools such as grad events and Remembrance Day assemblies at some schools.
- The Superintendent encourages families engaging in travel to be familiar with the everchanging rules and regulations around travelling over the border over the holidays. The goal of this is to keep students safe. The district will send reminders to families.
- The Superintendent encourages families to be familiar with regulations in our communities, such as vaccination requirements to access places like sports centres.
- December is a time for Christmas concerts. Some concerts will be pre-recorded, virtual or in person at a variety of times and we will try to keep the Board posted, as to times and locations.

Questions from Trustees were answered by the staff. The Superintendent will reach out to affected school districts once they get back up and operating to support them and their students. The Secretary-Treasurer has reached out to her colleagues in the affected areas and has offered support and assistance.

## **B. Assistant Superintendent**

### **i. Conversation with Baragar – Verbal Update**

Baragar Systems, the company which projects the District's enrollment numbers stated that over the last five years, our district has averaged 270 new students migrating to the area. This year the district experienced a growth of 380 new students and the trajectory seems to be increasing. This was not forecasted by ourselves, The Ministry of Education, nor Baragar.

Staff answered Trustee questions.

**C. Secretary-Treasurer**

**i. Cumberland Child Care – Verbal Update**

District staff continues to work with the Village of Cumberland Mayor, Council, and staff regarding the child care centre, which has been funded by Ministry of Children and Family Development (MCFD). They are working on developing a Memorandum of Understanding (MOU) around the construction and management of the facility. There should be an agreement finalized before the next board meeting.

**ii. New Spaces Fund, Two Applications – Verbal Update**

The District prepared and submitted two applications to the Ministry of Children and Family Development (MCFD) under the New Spaces Capital Fund for Glacier View and Arden Elementary. Each application was for 75 child care spaces and funding decisions will be made by MCFD sometime next spring.

**D. Human Resources**

**i. Retirements and Recognition  
Board Information**

Page 18

**11. Board Standing Committee Reports**

**A. Finance Committee Board Report – Monday, November 15, 2021**

The Finance Committee met on November 15, 2021, as an In-Camera Committee of the Whole.

**B. Audit Committee Board Report**

No meeting in November.

**C. Policy Committee Board Report – Tuesday, November 09, 2021**

Pages 19-20

**Motion:**

*THAT the Board of Education receive the Policy Committee Board Report as presented.*

[Waite/Hawksby]

**CARRIED**

**D. Facilities Committee Board Report - Monday, November 15, 2019**

The Facilities Committee met on November 15, 2021 as an In-Camera Committee of the Whole.

**12. Board Business**

**A. Vaccine Mandate Media Release**

Page 21

The Superintendent, Tom Demeo spoke to the November 17, 2021, vaccine mandate media release. The release is posted on the district website.

**B. Notice of Motion: Kat Hawksby, Trustee (City of Courtenay)**

Trustee Hawksby advised that at the next Board meeting, she will bring forward a motion requesting that The Board of Education declare the last week of September, annually, as Truth and Reconciliation week.

**13. Board Correspondence**

None

**14. Public Question Period**

None

**15. Meeting Adjourned – 8:10 pm**

**MOTION:**

*THAT the Board of Education adjourn this meeting.*

[Caton/Hawksby]

**CARRIED**



**Board Approved on:**  
December 14, 2021

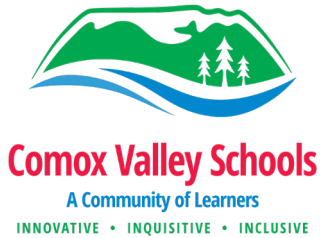
**Certified Correct:**

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Brenda Hooker, CPA, CGA  
Secretary-Treasurer

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Tonia Frawley  
Board Chair



# Comox Valley Schools

School District No. 71  
Office of the Secretary Treasurer

## RECORD OF IN-CAMERA MEETINGS

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**TO:** Board of Education **DATE:** December 14, 2021  
**FROM:** Office of the Secretary-Treasurer  
**RE:** Record of In-Camera Meetings

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### RECORD PURSUANT TO SECTION 72 OF THE *SCHOOL ACT*

**Matters discussed and decisions reached at the Special and Regular In-Camera meetings held since the last such report:**

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#### **November 15, 2021 – Facilities In-Camera Committee of the Whole Meeting**

1. Receipt of and updates on one land/property matters
2. Receipt of and updates on one other matter

The meeting was called to order at 4:52 pm and adjourned at 6:05 pm.

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#### **November 23, 2021 – Regular In-Camera Meeting**

3. Adoption of the September 28, 2021 Regular In-Camera Meeting Minutes
4. Adoption of the October 12, 2021 Special In-Camera Meeting Minutes
5. Receipt of and updates on one legal matter
6. Receipt of and updates on three land/property matters
7. Receipt of and updates on one other matter

The meeting was called to order at 6:04 pm and adjourned at 6:57 pm.

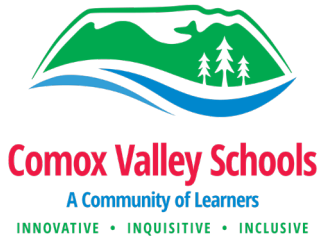
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#### **November 30, 2021 – Facilities In-Camera Committee of the Whole Meeting**

1. Receipt of and updates on one land/property matter
2. Receipt of and updates on one other matter

The meeting was called to order at 4:52 pm and adjourned at 6:41 pm

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**BOARD CHAIR'S REPORT**

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**TO:** Board of Education

**DATE:** December 14, 2021

**FROM:** Tonia Frawley, Board Chair

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This first couple of weeks has been productive, busy, a little bit of a learning curve, and full of excitement.

I have taken on the tasks of transitioning into my new role and have continued to work hard at keeping balanced and calm to maintain trust and stability with my trustee colleagues and senior management. As we move into the new year, this will continue to be my goal with our staff and partner groups.

I have had the opportunity to meet a few other trustees in the province at our BCSTA Trustee Academy held in Vancouver at the beginning of December. I have attended a DPAC meeting and an IEC meeting and look forward to those continued key relationships. I have received some emails from PAC's and partner groups with kind words of congratulations.

I would like to take this opportunity to thank our past chair, Trustee McDonnell, and our current vice chair, Trustee Waite, for helping with the transition into this role.

I would like to thank Trustee Caton for pushing me to become a trustee, supporting me as a trustee and for taking time to introduce me to some provincial colleagues at our academy.

I would also like to thank Trustees Hawksby, Howe and May for their continued support, our senior management, and staff for all the words of wisdom, hard work, and dedication to our students, families, and staff of this amazing district.

I am excited to see all the successes that our students will continue to bring, and I am hopeful that we will see the return of a more normal spring for school concerts and graduations.

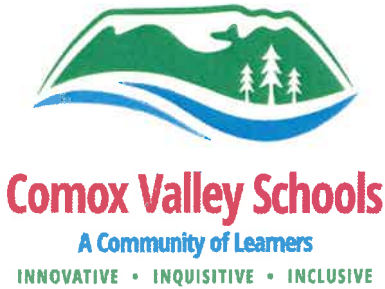
As we put this crazy, unprecedented year behind us and move forward into 2022, I would like to wish all of you a happy and much healthier year. Be safe this holiday season.

Happy Holidays and Merry Christmas to everyone in SD71 and the wonderful community of the Comox Valley!

Respectfully submitted,

*Tonia Frawley*

Tonia Frawley  
Board Chair



# Comox Valley Schools

School District No. 71  
Office of the Secretary-Treasurer

607 Cumberland Road  
Courtenay, B.C. V9N 7G5  
Fax (250) 334 5552  
Telephone (250) 334 5500

VIA E-MAIL ONLY: [scott@comoxvalleysports.ca](mailto:scott@comoxvalleysports.ca)

December 1, 2021

Mr. Scott Petersen, Owner  
Comox Valley Sports & Social Club  
250-898-7283

Dear Mr. Peterson,  
**RE: Facility Rental Rates**

I am writing in response to your request for information regarding rental rates for our School District #71 facilities. You have raised concerns regarding rate increases and the process for decision making.

Regarding rental fees, as you will see from the below tables, there has not been significant rate increases and in fact even some decreases. What has changed is a shift from classification by elementary/secondary gym to more appropriate size/amenity categories. Prior to making the the transition, staff carefully reviewed relevant Administrative Procedures and Rental rates to ensure that they reflected current SD#71 philosophy and practices. We also ensured fees were in line with similar facilities in the region.

Your correspondence indicates that the Comox Valley Sports and Social Club runs recreation **adult** sports leagues throughout the Comox Valley. Despite multiple requests from district staff, you have not provided the required documentation for your club to fall into the Non-Profit Adult category. Thus, your business is appropriately classified in the General category.

NON-PROFIT ADULT	PAST	CURRENT
CLASSROOM	10.00	10.00
SMALL GYM	20.00	20.00
MEDIUM GYM		30.00
LARGE GYM	40.00	40.00
MULTI-PURPOSE (NO STAGE)	20.00	20.00
MULTI-PURPOSE (STAGE)	35.00	40.00
KITCHEN	10.00	15.00
FIELD		10.00

<b>GENERAL</b>	<b>PAST</b>	<b>CURRENT</b>
CLASSROOM	20.00	20.00
SMALL GYM	40.00	40.00
MEDIUM GYM		60.00
LARGE GYM	100.00	80.00
MULTI-PURPOSE (NO STAGE)	30.00	40.00
MULTI-PURPOSE (STAGE)	80.00	80.00
KITCHEN	20.00	30.00
FIELD		20.00

We appreciate the contribution that Comox Valley Sports and Social Club is making towards encouraging adults to be healthy and active in our community. However, for many years, Comox Valley Sports and Social was incorrectly paying a non-profit rate when it is a private enterprise. Your classification change is not going to be adjusted unless you can provide the necessary documentation to verify your placement in the non-profit category.

Regarding your other concerns around process, the management of our facilities falls under the purview of district Operations. The Board of Education is kept informed through our Facilities Committee but the decision making occurs at the staff level.

Please be assured that the Board is aware of your concerns and is in full support of the responses provided by staff. The priority of Comox Valley Schools is educating and supporting school age students. Thus, as a publicly funded sector, we prioritize school groups, not-for-profit, and community groups before private enterprises.

We've strived to create a system for facility rentals that is fair and equitable for all school gym users, of which 95% are not-for-profit, while still being cognisant of our main priority which is K-12 Education.

We trust that this response addresses your concerns. However, for your planning purposes, please note that the District will be keeping the rates as posted for the foreseeable future.

Sincerely,

Brenda Hooker, CPA-CGA  
 Secretary-Treasurer  
 250-334-5500  
 School District No. 71 (Comox Valley)



**Comox Valley Schools**

A Community of Learners

INNOVATIVE • INQUISITIVE • INCLUSIVE

**Comox Valley Schools**  
Board of Education of School District No. 71

**BRIEFING NOTE**

---

**TO:** Board of Education

**DATE:** December 14, 2021

**RE:** Human Resources - Retirements and Recognition

---

**Retirements**

Cliff McClellan, Senior Custodian, Cumberland Community School, retired effective September 10, 2021, after 33 years of service.

**FINANCE COMMITTEE**  
**BOARD REPORT**

---

**Date:** Tuesday, December 07, 2021  
**Time:** 4:00pm – 4:30pm  
**Venue:** Via Zoom

**Committee Members:**

Tonia Frawley, Acting Chair  
Janice Caton, Chairperson  
Sheila McDonnell, Trustee  
Brenda Hooker, Secretary-Treasurer

Candice Hilton, Director of Finance  
Tom Demeo, Superintendent  
Geoff Manning, Assistant Superintendent

**Regrets:**

Ian Heselgrave, Director of Operations

**Guests:** Cathie Collins, Manager of Finance

**Recording Secretary:** Marlene Leach, Senior Executive Assistant

---

**A. WELCOME**

As the Chair was unable to be present for the entire meeting, Trustee Tonia Frawley chaired the meeting, welcomed the committee and called the meeting to order at 4:05pm.

**B. ITEMS FOR DISCUSSION**

None

**C. ITEMS FOR INFORMATION**

**1. Financial Update**

- a. Capital Fund Update – November 30<sup>th</sup>

Director of Finance, Candice Hilton reviewed the November 30<sup>th</sup> Capital Fund Update with the committee and clarified a committee member's question from a previous meeting.

## **2. Statement of Financial Information – Briefing Note**

### **Recommendation:**

It is recommended that the Statement of Financial Information for School District No. 71 (Comox Valley) for the fiscal year ended June 30, 2021 be accepted by the Board of Education.

Director of Finance, Candice Hilton reviewed the SOFI report with the committee and explained that the report is an extension of the financial statement report and includes schedules of Remuneration and Expenses and Suppliers of Goods and Services. This report is public information and once the Board accepts it at the next Board meeting, it will be signed, posted to the district website and sent to the Ministry by December 31, 2021. Staff answered committee questions.

## **D. FUTURE MEETINGS/AGENDA ITEMS**

TBD

## **E. ADJOURNMENT**

The meeting was adjourned at 4:18pm.

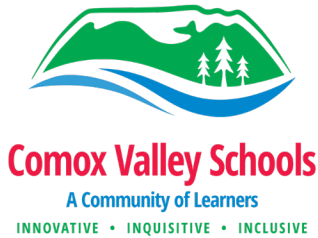


**SCHOOL DISTRICT NO. 71 (COMOX VALLEY)**  
**CAPITAL FUND UPDATE - November 30th**

<b>CAPITAL FUND</b>		<b>BUDGET</b>	<b>EXPENDITURES to Nov 30th</b>	<b>Variance \$</b>	<b>Variance %</b>
<b>Capital Assets</b>	<b>Local Capital</b>	\$ 5,770,754	\$ 857,606	\$ 4,913,148	15%
	<b>Bylaw Capital</b>	\$ 36,635,805	\$ 34,773,945	\$ 1,861,860	95%

<b>LOCAL CAPITAL</b>	<b>BUDGET</b>	<b>EXPENDITURES to Nov 30th</b>	<b>Variance \$</b>	<b>Variance %</b>	<b>Notes</b>
Modulars	200,000	-	200,000	0%	Ongoing
Vehicle/Fleet Replacement	100,000	88,762	11,238	89%	Ongoing
Photocopier Fleet Replacement	50,000	21,161	28,839	42%	Ongoing
Printer Fleet Replacement	35,000	12,993	22,007	37%	Ongoing
Trades Equipment	67,620	2,038	65,582	3%	Ongoing
Custodial Equipment	15,711	15,711	-	100%	Ongoing
Classroom Renovations	123,537	6,757	116,780	5%	Ongoing
Facility Reserve	1,300,000	-	1,300,000	0%	Reserve
Music/Fine Arts	30,862	-	30,862	0%	Ongoing
Furniture & Equipment	80,590	24,061	56,529	30%	Ongoing
21st Century Learning Equipment Initiatives	9,478	-	9,478	0%	Ongoing
Land Swap - Prepaid Rent	322,000	-	322,000	0%	Reserve
Land Swap - Proceeds	942,000	-	942,000	0%	Reserve
Board Office Reno	1,465,598	-	1,465,598	0%	Reserve
Future Information Technology	927,829	686,123	241,706	74%	Ongoing
ST Contingency Reserve Fund	100,529	-	100,529	0%	Reserve
<b>TOTALS</b>	<b>\$ 5,770,754</b>	<b>\$ 857,606</b>	<b>\$ 4,913,148</b>		

<b>BYLAW CAPITAL PROJECTS</b>	<b>BUDGET</b>	<b>EXPENDITURES to Nov 30th</b>	<b>Variance \$</b>	<b>Variance %</b>	<b>Notes</b>
Annual Facilities Grant	1,454,176	1,095,250	358,926	75%	Ongoing
Lake Trail Seismic Upgrade	24,597,381	23,164,480	1,432,901	94%	Ongoing - Childcare Centre
Hornby Island Replacement	9,444,248	9,444,248	-	100%	Complete
Brooklyn Boiler	175,000	175,000	-	100%	Complete
Huband Playground	165,000	163,847	1,153	99%	2021/22 PEP
Mark Isfeld Roofing	800,000	731,120	68,880	91%	2021/22 SEP
<b>TOTALS</b>	<b>\$ 36,635,805</b>	<b>\$ 34,773,945</b>	<b>\$ 1,861,860</b>		



# Comox Valley Schools

School District No. 71  
Office of the Director of Finance

## BRIEFING NOTE

---

**TO:** Finance Committee **DATE:** December 7, 2021  
**FROM:** Candice Hilton, Director of Finance  
**RE:** **Statement of Financial Information**

---

### **Background**

Attached is a copy of the Statement of Financial Information for School District No. 71 (Comox Valley) for the year ended June 30, 2021. In accordance with the Financial Information Act, each School Board is required to prepare a report of financial information for each fiscal year. Included in the report are the two following schedules:

#### A. Schedule of Remuneration and Expenses

Remuneration includes any form of salary, wages, taxable benefits, payment into trust or any form of income deferral paid by the Board to an employee, but does not include anything payable under a severance agreement. Remuneration for individual employees can include payouts for vacation and compensatory time not taken, in addition to regular salary. Taxable benefits include auto allowances for employees who regularly use their personal vehicle for school district business and group life insurance premiums. Expenses are defined to include travel expenses, memberships, tuition, relocation expenses, registration fees and similar amounts paid directly to an employee, or to a third party on behalf of an employee, and which has not been included in 'remuneration'.

#### B. Schedule of Suppliers of Goods and Services

Payments made for the provision of goods and services include all payments made from operating, special purpose and capital funds for the supply of goods and services. A significant portion of the supplier payments represents contributions to pension and employee benefit plans and contractors for capital projects. Payments for both employer and employee contributions to employee benefit plans are included.

**Recommendation**

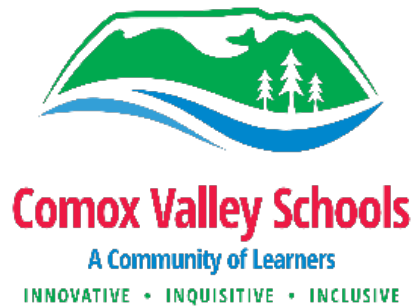
It is recommended that the Statement of Financial Information for School District No. 71 (Comox Valley) for the fiscal year ended June 30, 2021 be accepted by the Board of Education.

Respectfully submitted,

*Candice Hilton*

Candice Hilton  
Director of Finance

**The Board of Education of  
School District No. 71  
(Comox Valley)**



**STATEMENT  
OF  
FINANCIAL INFORMATION**

Fiscal Year Ended June 30, 2021

**School District  
Statement of Financial Information (SOFI)**

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

**Fiscal Year Ended June 30, 2021**

**TABLE OF CONTENTS**

Documents are arranged in the following order:

1. Approval of Statement of Financial Information
2. Financial Information Act Submission Checklist
3. Management Report
4. Audited Financial Statements
5. Schedule of Debt
6. Schedule of Guarantee and Indemnity Agreements
7. Schedule of Remuneration and Expenses including:
8. Statement of Severance Agreements
9. Schedule of Payments for the Provision of Goods and Services
10. Reconciliation or explanation of differences to Audited Financial Statements



# SCHOOL DISTRICT STATEMENT OF FINANCIAL INFORMATION (SOFI)

6049

SCHOOL DISTRICT NUMBER	NAME OF SCHOOL DISTRICT	YEAR
OFFICE LOCATION(S)		TELEPHONE NUMBER
MAILING ADDRESS		
CITY	PROVINCE	POSTAL CODE
NAME OF SUPERINTENDENT		TELEPHONE NUMBER
NAME OF SECRETARY TREASURER		TELEPHONE NUMBER

### DECLARATION AND SIGNATURES

We, the undersigned, certify that the attached is a correct and true copy of the Statement of Financial Information for the year ended

for School District No. \_\_\_\_\_ as required under Section 2 of the Financial Information Act.

SIGNATURE OF CHAIRPERSON OF THE BOARD OF EDUCATION	DATE SIGNED
SIGNATURE OF SUPERINTENDENT	DATE SIGNED
SIGNATURE OF SECRETARY TREASURER	DATE SIGNED

## Statement of Financial Information for Year Ended June 30, 2021

### Financial Information Act-Submission Checklist

		<i>Due Date</i>
a)	✓ A statement of assets and liabilities (audited financial statements).	<i>September 30</i>
b)	✓ An operational statement including, i) a Statement of Income and ii) a Statement of Changes in Financial Position, or, if omitted, an explanation in the Notes to Financial Statements (audited financial statements)	<i>September 30</i>
c)	✓ A schedule of debts (audited financial statements).	<i>September 30</i>
d)	✓ A schedule of guarantee and indemnity agreements including the names of the entities involved and the amount of money involved. (Note: Nil schedules can be submitted December 31).	<i>September 30</i>
e)	A schedule of remuneration and expenses, including:	<i>December 31</i>
	✓ i) an alphabetical list of employees earning over \$75,000, the total amount of expenses paid to or on behalf of each employee for the year reported and a consolidated total for employees earning under \$75,000. If the total wages and expenses differs from the audited financial statements, an explanation is required.	
	✓ ii) a list by name and position of Board Members with the amount of any salary and expenses paid to or on behalf of the member	
	✓ iii) the number of severance agreements started during the fiscal year and the range of months' pay covered by the agreement, in respect of excluded employees. If there are no agreements to report, an explanation is required	
f)	✓ An alphabetical list of suppliers receiving over \$25,000 and a consolidated total for those suppliers receiving less than \$25,000. If the total differs from the Audited Financial Statements, an explanation is required.	<i>December 31</i>
g)	✓ Approval of Statement of Financial Information.	<i>December 31</i>
h)	✓ A management report approved by the Chief Financial Officer	<i>December 31</i>

**School District  
Statement of Financial Information (SOFI)**

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

**Fiscal Year Ended June 30, 2021**

**MANAGEMENT REPORT**

The Financial Statements contained in this Statement of Financial Information under the *Financial Information Act* have been prepared by management in accordance with Canadian generally accepted accounting principles and the integrity and objectivity of these statements are management's responsibility.

Management is also responsible for all other schedules of financial information and for ensuring this information is consistent, where appropriate, with the information contained in the financial statements and for implementing and maintaining a system of internal controls to provide reasonable assurance that reliable financial information is produced.

The Board of Education is responsible for ensuring that management fulfils its responsibilities for financial reporting and internal control and for approving the financial information included in the Statement of Financial Information.

The external auditors, KPMG LLP, conduct an independent examination, in accordance with generally accepted auditing standards, and express their opinion on the financial statements as required by the *School Act*. Their examination does not relate to the other schedules of financial information required by the *Financial Information Act*. Their examination includes a review and evaluation of the board's system of internal control and appropriate tests and procedures to provide reasonable assurance that the financial statements are presented fairly.

On behalf of School District No. 71 (Comox Valley)

---

Tom Demeo, Superintendent

Date:

---

Brenda Hooker, Secretary Treasurer

Date:

Prepared as required by *Financial Information Regulation*, Schedule 1, section 9



Audited Financial Statements of

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

And Independent Auditors' Report thereon

June 30, 2021

# School District No. 71 (Comox Valley)

June 30, 2021

## Table of Contents

Management Report .....	1
Independent Auditors' Report .....	2-4
Statement of Financial Position - Statement 1 .....	5
Statement of Operations - Statement 2 .....	6
Statement of Changes in Net Debt - Statement 4 .....	7
Statement of Cash Flows - Statement 5 .....	8
Notes to the Financial Statements .....	9-30
Schedule of Changes in Accumulated Surplus (Deficit) by Fund - Schedule 1 (Unaudited) .....	31
Schedule of Operating Operations - Schedule 2 (Unaudited) .....	32
Schedule 2A - Schedule of Operating Revenue by Source (Unaudited) .....	33
Schedule 2B - Schedule of Operating Expense by Object (Unaudited) .....	34
Schedule 2C - Operating Expense by Function, Program and Object (Unaudited) .....	35
Schedule of Special Purpose Operations - Schedule 3 (Unaudited) .....	37
Schedule 3A - Changes in Special Purpose Funds and Expense by Object (Unaudited) .....	38
Schedule of Capital Operations - Schedule 4 (Unaudited) .....	41
Schedule 4A - Tangible Capital Assets (Unaudited) .....	42
Schedule 4B - Tangible Capital Assets - Work in Progress (Unaudited) .....	43
Schedule 4C - Deferred Capital Revenue (Unaudited) .....	44
Schedule 4D - Changes in Unspent Deferred Capital Revenue (Unaudited) .....	45

# School District No. 71 (Comox Valley)

## MANAGEMENT REPORT

Version: 4653-3907-1925

### Management's Responsibility for the Financial Statements.

The accompanying financial statements of School District No. 71 (Comox Valley) have been prepared by management in accordance with the accounting requirements of Section 23.1 of the Budget Transparency and Accountability Act of British Columbia, supplemented by Regulations 257/2010 and 198/2011 issued by the Province of British Columbia Treasury Board, and the integrity and objectivity of these statements are management's responsibility. Management is also responsible for all of the notes to the financial statements and schedules, and for ensuring that this information is consistent, where appropriate, with the information contained in the financial statements.


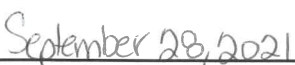
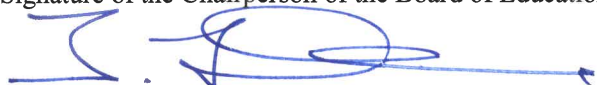


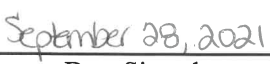
The preparation of financial statements necessarily involves the use of estimates based on management's judgment particularly when transactions affecting the current accounting period cannot be finalized with certainty until future periods.

Management is also responsible for implementing and maintaining a system of internal controls to provide reasonable assurance that assets are safeguarded, transactions are properly authorized and reliable financial information is produced.

The Board of Education of School District No. 71 (Comox Valley) (called the "Board") is responsible for ensuring that management fulfills its responsibilities for financial reporting and internal control and exercises these responsibilities through the Board. The Board reviews internal financial statements on a monthly basis and externally audited financial statements yearly.

The external auditors, KPMG LLP, conduct an independent examination, in accordance with Canadian generally accepted auditing standards, and express their opinion on the financial statements. The external auditors have full and free access to financial management of School District No. 71 (Comox Valley) and meet when required. The accompanying Independent Auditors' Report outlines their responsibilities, the scope of their examination and their opinion on the School District's financial statements.

On behalf of School District No. 71 (Comox Valley)

 _____ Signature of the Chairperson of the Board of Education	 _____ Date Signed
 _____ Signature of the Superintendent	 _____ Date Signed
 _____ Signature of the Secretary Treasurer	 _____ Date Signed



KPMG LLP  
St. Andrew's Square II  
800-730 View Street  
Victoria BC V8W 3Y7  
Canada  
Telephone 250-480-3500  
Fax 250-480-3539

## INDEPENDENT AUDITORS' REPORT

To the Board of Education of School District No. 71 (Comox Valley), and  
To the Minister of Education, Province of British Columbia

### ***Opinion***

We have audited the financial statements of School District No. 71 (Comox Valley) (the Entity), which comprise:

- the statement of financial position as at June 30, 2021
- the statement of operations for the year then ended
- the statement of changes in net debt for the year then ended
- the statement of cash flows for the year then ended
- and notes to the financial statements, including a summary of significant accounting policies

(Hereinafter referred to as the "financial statements").

In our opinion, the accompanying financial statements of the Entity as at and for the year ended June 30, 2021 are prepared, in all material respects, in accordance with the financial reporting provisions of Section 23.1 of the Budget Transparency and Accountability Act of the Province of British Columbia.

### ***Basis for Opinion***

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the "***Auditors' Responsibilities for the Audit of the Financial Statements***" section of our auditors' report.

We are independent of the Entity in accordance with the ethical requirements that are relevant to our audit of the financial statements in Canada and we have fulfilled our other ethical responsibilities in accordance with these requirements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

### ***Emphasis of Matter – Financial Reporting Framework***

We draw attention to note 2 to the financial statements which describes the applicable financial reporting framework and the significant differences between the financial reporting framework and Canadian public sector accounting standards.

Our opinion is not modified in respect of this matter.



### **Other Information**

Management is responsible for the other information. Other information comprises:

- Information, other than the financial statements and the auditors' report thereon, included in the Financial Statement Discussion and Analysis document.
- Unaudited Schedules 1-4 attached to the audited financial statements.

Our opinion on the financial statements does not cover the other information and we do not and will not express any form of assurance conclusion thereon.

In connection with our audit of the financial statements, our responsibility is to read the other information identified above and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit, or otherwise appears to be materially misstated.

We obtained the Information, other than the financial statements and the auditors' report thereon, included in the Financial Statement Discussion and Analysis document and Unaudited Schedules 1-4 attached to the audited financial statements as at the date of this auditors' report. If, based on the work we have performed on this other information, we conclude that there is a material misstatement of this other information, we are required to report that fact in the auditors' report.

We have nothing to report in this regard.

### **Other Matter – Comparative Information**

The financial statements for the year ended June 30, 2020 were audited by another auditor who expressed a qualified opinion on those financial statements on September 24, 2020 based on Canadian Public Sector Accounting Standards.

### **Responsibilities of Management and Those Charged with Governance for the Financial Statements**

Management is responsible for the preparation of the financial statements in accordance with the financial reporting provisions of Section 23.1 of the Budget and Transparency and Accountability Act of the Province of British Columbia and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is responsible for assessing the Entity's ability to continue as a going concern, disclosing as applicable, matters related to going concern and using the going concern basis of accounting unless management either intends to liquidate the Entity or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the Entity's financial reporting process.

### **Auditors' Responsibilities for the Audit of the Financial Statements**

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditors' report that includes our opinion.



Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists.

Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of the financial statements.

As part of an audit in accordance with Canadian generally accepted auditing standards, we exercise professional judgment and maintain professional skepticism throughout the audit.

We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion.

The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.

- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Entity's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Entity's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditors' report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditors' report. However, future events or conditions may cause the Entity to cease to continue as a going concern.
- Communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

Chartered Professional Accountants

Victoria, Canada  
September 28, 2021

# School District No. 71 (Comox Valley)




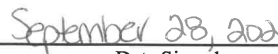
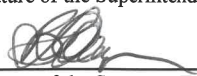
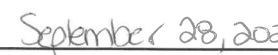
Statement 1

Statement of Financial Position  
As at June 30, 2021

	2021 Actual	2020 Actual
	\$	\$
<b>Financial Assets</b>		
Cash and Cash Equivalents (Note 3)	30,834,542	25,577,556
Accounts Receivable		
Due from Province - Ministry of Education	1,415,579	4,361,035
Due from Province - Other	99,252	-
Other (Note 4)	640,131	468,762
<b>Total Financial Assets</b>	<u>32,989,504</u>	<u>30,407,353</u>
<b>Liabilities</b>		
Accounts Payable and Accrued Liabilities		
Due to Province - Ministry of Education	8,959	-
Other (Note 5)	13,666,917	12,011,670
Unearned Revenue (Note 6)	2,229,696	1,599,395
Deferred Revenue (Note 7)	1,853,793	1,864,136
Deferred Capital Revenue (Note 8)	126,040,567	110,801,430
Employee Future Benefits (Note 9)	4,049,278	4,063,871
<b>Total Liabilities</b>	<u>147,849,210</u>	<u>130,340,502</u>
<b>Net Debt</b>	<u>(114,859,706)</u>	<u>(99,933,149)</u>
<b>Non-Financial Assets</b>		
Tangible Capital Assets (Note 11)	163,086,356	143,021,353
Prepaid Expenses	925,803	637,198
<b>Total Non-Financial Assets</b>	<u>164,012,159</u>	<u>143,658,551</u>
<b>Accumulated Surplus (Deficit) (Note 19)</b>	<u>49,152,453</u>	<u>43,725,402</u>

Contractual Obligations (Note 15)

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 of Operations  
Year Ended June 30, 2021

	2021 Budget (Note 17) \$	2021 Actual \$	2020 Actual \$
<b>Revenues</b>			
Provincial Grants			
Ministry of Education	109,675,210	111,494,482	97,410,333
Other		215,600	
Tuition	1,404,000	1,623,154	2,828,612
Other Revenue	1,536,490	2,256,785	3,409,754
Rentals and Leases	36,000	28,527	126,505
Investment Income	220,500	213,465	351,540
Gain (Loss) on Disposal of Tangible Capital Assets		399,000	
Amortization of Deferred Capital Revenue	4,147,320	4,345,125	4,148,666
<b>Total Revenue</b>	<b>117,019,520</b>	<b>120,576,138</b>	<b>108,275,410</b>
<b>Expenses (Note 18)</b>			
Instruction	94,997,321	92,017,371	82,996,651
District Administration	3,891,235	3,648,525	3,374,093
Operations and Maintenance	17,001,232	17,497,489	16,398,668
Transportation and Housing	2,082,701	1,985,702	1,885,532
Debt Services			456
<b>Total Expense</b>	<b>117,972,489</b>	<b>115,149,087</b>	<b>104,655,400</b>
<b>Surplus (Deficit) for the year</b>	<b>(952,969)</b>	<b>5,427,051</b>	<b>3,620,010</b>
<b>Accumulated Surplus (Deficit) from Operations, beginning of year</b>		<b>43,725,402</b>	<b>40,105,392</b>
<b>Accumulated Surplus (Deficit) from Operations, end of year</b>		<b>49,152,453</b>	<b>43,725,402</b>



# School District No. 71 (Comox Valley)

## Statement of Changes in Net Debt

Year Ended June 30, 2021

	2021 Budget (Note 17) \$	2021 Actual \$	2020 Actual \$
<b>Surplus (Deficit) for the year</b>	(952,969)	<b>5,427,051</b>	3,620,010
<b>Effect of change in Tangible Capital Assets</b>			
Acquisition of Tangible Capital Assets	(8,754,453)	<b>(26,252,829)</b>	(15,760,431)
Amortization of Tangible Capital Assets	5,771,997	<b>6,187,826</b>	5,736,102
<b>Total Effect of change in Tangible Capital Assets</b>	<b>(2,982,456)</b>	<b>(20,065,003)</b>	(10,024,329)
Acquisition of Prepaid Expenses		<b>(925,803)</b>	(637,198)
Use of Prepaid Expenses		<b>637,198</b>	697,689
<b>Total Effect of change in Other Non-Financial Assets</b>	-	<b>(288,605)</b>	60,491
<b>(Increase) Decrease in Net Debt, before Net Remeasurement Gains (Losses)</b>	<u>(3,935,425)</u>	<b>(14,926,557)</b>	(6,343,828)
<b>Net Remeasurement Gains (Losses)</b>			
<b>(Increase) Decrease in Net Debt</b>		<b>(14,926,557)</b>	(6,343,828)
<b>Net Debt, beginning of year</b>		<b>(99,933,149)</b>	(93,589,321)
<b>Net Debt, end of year</b>		<u><b>(114,859,706)</b></u>	<u>(99,933,149)</u>

# School District No. 71 (Comox Valley)

Statement of Cash Flows  
Year Ended June 30, 2021

	2021 Actual	2020 Actual
	\$	\$
<b>Operating Transactions</b>		
Surplus (Deficit) for the year	5,427,051	3,620,010
Changes in Non-Cash Working Capital		
Decrease (Increase)		
Accounts Receivable	2,674,835	(2,560,064)
Prepaid Expenses	(288,605)	60,491
Increase (Decrease)		
Accounts Payable and Accrued Liabilities	1,664,206	2,823,103
Unearned Revenue	630,301	(563,553)
Deferred Revenue	(10,343)	291,351
Employee Future Benefits	(14,593)	(62,472)
Loss (Gain) on Disposal of Tangible Capital Assets	(399,000)	
Amortization of Tangible Capital Assets	6,187,826	5,736,102
Amortization of Deferred Capital Revenue	(4,345,125)	(4,148,666)
<b>Total Operating Transactions</b>	<b>11,526,553</b>	<b>5,196,302</b>
<b>Capital Transactions</b>		
Tangible Capital Assets Purchased	(8,805,785)	(6,446,434)
Tangible Capital Assets -WIP Purchased	(17,447,044)	(9,313,997)
District Portion of Proceeds on Disposal (Note 12)	399,000	
Principal Payment on Capital Lease Obligation	-	(22,101)
<b>Total Capital Transactions</b>	<b>(25,853,829)</b>	<b>(15,782,532)</b>
<b>Financing Transactions</b>		
Capital Revenue Received	19,584,262	12,710,844
<b>Total Financing Transactions</b>	<b>19,584,262</b>	<b>12,710,844</b>
<b>Net Increase (Decrease) in Cash and Cash Equivalents</b>	<b>5,256,986</b>	<b>2,124,614</b>
<b>Cash and Cash Equivalents, beginning of year</b>	<b>25,577,556</b>	<b>23,452,942</b>
<b>Cash and Cash Equivalents, end of year</b>	<b>30,834,542</b>	<b>25,577,556</b>
<b>Cash and Cash Equivalents, end of year, is made up of:</b>		
Cash	30,834,542	25,577,556
	<b>30,834,542</b>	<b>25,577,556</b>
Supplementary Cash Flow Information (Note 22)		

**SCHOOL DISTRICT NO. 71 (COMOX VALLEY)**  
**NOTES TO FINANCIAL STATEMENTS**  
**YEAR ENDED JUNE 30, 2021**

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**NOTE 1            AUTHORITY AND PURPOSE**

The School District, established in 1946, operates under authority of the School Act of British Columbia as a corporation under the name of "The Board of Education of School District No. 71 (Comox Valley)", and operates as "School District No. 71 (Comox Valley)." A board of education ("Board") elected for a four-year term governs the School District. The School District provides educational programs to students enrolled in schools in the district and is principally funded by the Province of British Columbia through the Ministry of Education. School District No. 71 (Comox Valley) is exempt from federal and provincial corporate income taxes.

The COVID-19 outbreak was declared a pandemic by the World Health Organization in March 2020 and has had a significant financial, market and social dislocating impact worldwide. Under direction of the Provincial Health Officer, all schools suspended in-class instruction in March 2020 and the District remained open to continue to support students and families in a variety of ways. Parents were given the choice to send their children back to school on a gradual and part-time basis beginning June 1, 2020 and full-time beginning Sept 1, 2020 with new health and safety guidelines. The ongoing impact of the pandemic presents uncertainty over future cash flows, may have a significant impact on future operations including decreases in revenue, impairment of receivables, reduction in investment income and delays in completing capital project work. As the situation is dynamic and the ultimate duration and magnitude of the impact are not known, an estimate of the future financial effect on the School District is not practicable at this time.

**NOTE 2            SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

The financial statements of the School District are prepared by management in accordance with the basis of accounting described below. Significant accounting policies of the School District are as follows:

a) Basis of Accounting

These financial statements have been prepared in accordance with Section 23.1 of the *Budget Transparency and Accountability Act of the Province of British Columbia*. This Section requires that the financial statements be prepared in accordance with Canadian public sector accounting standards except with regards to the accounting for government transfers as set out in Notes 2(e), 2(f) and 2(m).

In November 2011, Treasury Board provided a directive through Restricted Contributions Regulation 198/2011 providing direction for the reporting of restricted contributions whether they are received or receivable by the School District before or after this regulation was in effect.

As noted in notes 2(e) and 2(m), Section 23.1 of the *Budget Transparency and Accountability Act* and its related regulations require the School District to recognize non-capital restricted contributions into revenue in the fiscal period in which the restriction that the contribution is subject to is met and require the School District to recognize government transfers for the acquisition of capital assets into revenue on the same basis as the related amortization expense. Canadian public sector accounting standards would require these contributions, if they are government transfers, to be recognized into revenue immediately when received unless they contain a stipulation that meets the definition of a liability.

**SCHOOL DISTRICT NO. 71 (COMOX VALLEY)**  
**NOTES TO FINANCIAL STATEMENTS**  
**YEAR ENDED JUNE 30, 2021**

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**NOTE 2**      **SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES** *(Continued)*

b) Cash and Cash Equivalents

Cash and cash equivalents include cash in the bank, deposits in the Provincial Ministry of Finance Central Deposit Program, and highly liquid securities that are readily convertible to known amounts of cash and that are subject to an insignificant risk of change in value. These cash equivalents generally have a maturity of three months or less at acquisition and are held for the purpose of meeting short-term cash commitments rather than for investing.

c) Accounts Receivable

Accounts receivable are measured at amortized cost and shown net of allowance for doubtful accounts.

d) Unearned Revenue

Unearned revenue includes tuition fees received for courses to be delivered in future periods. Revenue will be recognized in that future period when the courses are provided.

e) Deferred Revenue

Deferred revenue includes contributions received with stipulations that meet the description of restricted contributions in the Restricted Contributions Regulation 198/2011 issued by Treasury Board. When restrictions are met, deferred revenue is recognized as revenue in the fiscal year in a manner consistent with the circumstances and evidence used to support the initial recognition of the contributions received as a liability as detailed in Note 2 (m).

f) Deferred Capital Revenue

Funding received for the acquisition of depreciable tangible capital assets is recorded as deferred capital revenue and amortized over the life of the asset acquired as revenue in the Statement of Operations. This accounting treatment is not consistent with the requirements of Canadian public sector accounting standards which require that government transfers be recognized as revenue when approved by the transferor and eligibility criteria have been met unless the transfer contains a stipulation that creates a liability in which case the transfer is recognized as revenue over the period that the liability is extinguished.

**SCHOOL DISTRICT NO. 71 (COMOX VALLEY)**  
**NOTES TO FINANCIAL STATEMENTS**  
**YEAR ENDED JUNE 30, 2021**

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**NOTE 2**      **SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES** *(Continued)*

g) Employee Future Benefits

The School District provides certain post-employment benefits including vested and non-vested benefits for certain employees pursuant to certain contracts and union agreements.

The School District accrues its obligations and related costs including both vested and non-vested benefits under employee future benefit plans. Benefits include vested sick leave, accumulating non-vested sick leave, early retirement, retirement/severance, vacation, overtime and death benefits. The benefits cost is actuarially determined using the projected unit credit method pro-rated on service and using management's best estimate of expected salary escalation, termination rates, retirement rates and mortality. The discount rate used to measure obligations is based on the cost of borrowing.

The cumulative unrecognized actuarial gains and losses are amortized over the expected average remaining service lifetime of active employees covered under the plan.

The most recent valuation of the obligation was performed at March 31, 2019 and projected to March 31, 2022. The next valuation will be performed at March 31, 2022 for use at June 30, 2022. For the purposes of determining the financial position of the plans and the employee future benefit costs, a measurement date of March 31 was adopted for all periods subsequent to July 1, 2004.

The School District and its employees make contributions to the Teachers' Pension Plan and Municipal Pension Plan. The plans are multi-employer plans where assets and obligations are not separated. The costs are expensed as incurred.

h) Liability for Contaminated Sites

Contaminated sites are a result of contamination being introduced into air, soil, water or sediment of a chemical, organic or radioactive material or live organism that exceeds an environmental standard. The liability is recorded net of any expected recoveries. A liability for remediation of contaminated sites is recognized when a site is not in productive use and all the following criteria are met:

- an environmental standard exists;
- contamination exceeds the environmental standard;
- the School District:
  - is directly responsible; or
  - accepts responsibility;
- it is expected that future economic benefits will be given up; and
- a reasonable estimate of the amount can be made.

The liability is recognized as management's estimate of the cost of post-remediation including operation, maintenance and monitoring that are an integral part of the remediation strategy for a contaminated site.

At this time the School District has determined there are no liabilities for contaminated sites.

**SCHOOL DISTRICT NO. 71 (COMOX VALLEY)**  
**NOTES TO FINANCIAL STATEMENTS**  
**YEAR ENDED JUNE 30, 2021**

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**NOTE 2**      **SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES** *(Continued)*

i) Tangible Capital Assets

The following criteria apply:

- Tangible capital assets acquired or constructed are recorded at cost which includes amounts that are directly related to the acquisition, design, construction, development, improvement or betterment of the assets. Cost also includes overhead directly attributable to construction as well as interest costs that are directly attributable to the acquisition or construction of the asset.
- Donated tangible capital assets are recorded at their fair market value on the date of donation, except in circumstances where fair value cannot be reasonably determined, which are then recognized at nominal value. Transfers of capital assets from related parties are recorded at carrying value.
- Work-in-progress is recorded as an acquisition to the applicable asset class at substantial completion.
- Tangible capital assets are written down to residual value when conditions indicate they no longer contribute to the ability of the School District to provide services or when the value of future economic benefits associated with the sites and buildings are less than their net book value. The write-downs are accounted for as expenses in the Statement of Operations.
- Buildings that are demolished or destroyed are written-off.
- Works of art, historic assets and intangible assets are not recorded as assets in these financial statements.
- The cost, less residual value, of tangible capital assets (excluding sites), is amortized on a straight-line basis over the estimated useful life of the asset. It is management's responsibility to determine the appropriate useful lives for tangible capital assets. These useful lives are reviewed on a regular basis or if significant events initiate the need to revise.

Estimated useful life is as follows:

Buildings	40 years
Furniture & Equipment	10 years
Vehicles	10 years
Computer Software	5 years
Computer Hardware	5 years

**SCHOOL DISTRICT NO. 71 (COMOX VALLEY)**  
**NOTES TO FINANCIAL STATEMENTS**  
**YEAR ENDED JUNE 30, 2021**

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**NOTE 2**      **SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES** *(Continued)*

j) Capital Leases

Leases that, from the point of view of the lessee, transfer substantially all the benefits and risks incidental to ownership of the property to the School District are considered capital leases.

These are accounted for as an asset and an obligation. Capital lease obligations are recorded at the present value of the minimum lease payments excluding executor costs, e.g., insurance, maintenance costs, etc. The discount rate used to determine the present value of the lease payments is the lower of the School District's rate for incremental borrowing or the interest rate implicit in the lease. All other leases are accounted for as operating leases and the related payments are charged to expenses as incurred.

k) Prepaid Expenses

Payments for insurance, subscriptions, utilities, membership and maintenance contracts for use within the School District are included as a prepaid expense and stated at acquisition cost and are charged to expense over the periods expected to benefit from it.

l) Funds and Reserves

Certain amounts, as approved by the Board, are set aside in accumulated surplus for future operating and capital purposes. Transfers to and from funds and reserves are an adjustment to the respective fund when approved (see Note 19 – Accumulated Surplus).

m) Revenue Recognition

Revenues are recorded on an accrual basis in the period in which the transactions or events occurred that gave rise to the revenues, the amounts are considered to be collectible and can be reasonably estimated.

Contributions received or where eligibility criteria have been met are recognized as revenue except where the contribution meets the criteria for deferral as described below. Eligibility criteria are the criteria that the School District has to meet in order to receive the contributions including authorization by the transferring government.

For contributions subject to a legislative or contractual stipulation or restriction as to their use, revenue is recognized as follows:

- Non-capital contributions for specific purposes are recorded as deferred revenue and recognized as revenue in the year related expenses are incurred,
- Contributions restricted for site acquisitions are recorded as revenue when the sites are purchased, and
- Contributions restricted for tangible capital assets acquisitions other than sites are recorded as deferred capital revenue and amortized over the useful life of the related assets.

**SCHOOL DISTRICT NO. 71 (COMOX VALLEY)**  
**NOTES TO FINANCIAL STATEMENTS**  
**YEAR ENDED JUNE 30, 2021**

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m) Revenue Recognition (*continued*)

Donated tangible capital assets other than sites are recorded at fair market value and amortized over the useful life of the assets. Donated sites are recorded as revenue at fair market value when received or receivable.

The accounting treatment for restricted contributions is not consistent with the requirements of Canadian public sector accounting standards which require that government transfers be recognized as revenue when approved by the transferor and eligibility criteria have been met unless the transfer contains a stipulation that meets the criteria for liability recognition in which case the transfer is recognized as revenue over the period that the liability is extinguished.

Revenue related to fees or services received in advance of the fee being earned or the service is performed is deferred and recognized when the fee is earned, or service performed.

Investment income is reported in the period earned. When required by the funding party or related Act, investment income earned on deferred revenue is added to the deferred revenue balance.

n) Expenditures

Expenses are reported on an accrual basis. The cost of all goods consumed, and services received during the year is expensed.

Categories of Salaries

- Principals and Vice-Principals employed under a Principals and Vice-Principals contract are categorized as Principals and Vice-Principals.
- Superintendent, Assistant Superintendent, Secretary-Treasurer, Directors, Managers, Trustees and other employees excluded from union contracts are categorized as Other Professionals.

Allocation of Costs

- Operating expenses are reported by function, program, and object. Whenever possible, expenditures are determined by actual identification. Additional costs pertaining to specific instructional programs, such as special and aboriginal education, are allocated to these programs. All other costs are allocated to related programs.
- Actual salaries of personnel assigned to two or more functions or programs are allocated based on the time spent in each function and program. School-based clerical salaries are allocated to school administration and partially to other programs to which they may be assigned. Principals and Vice-Principals salaries are allocated to school administration and may be partially allocated to other programs to recognize their other responsibilities.
- Employee benefits and allowances are allocated to the same programs, and in the same proportions, as the individual's salary.
- Supplies and services are allocated based on actual program identification.



**SCHOOL DISTRICT NO. 71 (COMOX VALLEY)**  
**NOTES TO FINANCIAL STATEMENTS**  
**YEAR ENDED JUNE 30, 2021**

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**NOTE 2**      **SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES** *(Continued)*

o) Financial Instruments

A contract establishing a financial instrument creates, at its inception, rights and obligations to receive or deliver economic benefits. The financial assets and financial liabilities portray these rights and obligations in the financial statements. The School District recognizes a financial instrument when it becomes a party to a financial instrument contract.

Financial instruments consist of cash and cash equivalents, accounts receivable, accounts payable and accrued liabilities, and other liabilities.

Financial assets and liabilities are recorded at cost or amortized cost and the associated transaction costs are added to the carrying value of these investments upon initial recognition. Transaction costs are incremental costs directly attributable to the acquisition or issue of a financial asset or a financial liability.

Unrealized gains and losses from changes in the fair value of financial instruments are recognized in the Statement of Remeasurement Gains and Losses. Upon settlement, the cumulative gain or loss is reclassified from the Statement of Remeasurement Gains and Losses and recognized in the Statement of Operations. Interest and dividends attributable to financial instruments are reported in the Statement of Operations. There are no measurement gains or losses during the periods presented; therefore, no statement of remeasurement gains or losses is included in these financial statements.

All financial assets except derivatives are tested annually for impairment. When financial assets are impaired, impairment losses are recorded in the Statement of Operations. A write-down of a portfolio investment to reflect a loss in value is not reversed for a subsequent increase in value.

For financial instruments measured using amortized cost, the effective interest rate method is used to determine interest revenue or expense.

p) Measurement Uncertainty

Preparation of financial statements in accordance with the basis of accounting described in note 2 (a) requires management to make estimates and assumptions that impact reported amounts of assets and liabilities at the date of the financial statements and revenues and expenses during the reporting periods. Areas requiring the use of management estimates relate to the potential impairment of assets, liabilities for contaminated sites, rates for amortization and estimated employee future benefits. Actual results could differ from those estimates.

**SCHOOL DISTRICT NO. 71 (COMOX VALLEY)**  
**NOTES TO FINANCIAL STATEMENTS**  
**YEAR ENDED JUNE 30, 2021**

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**NOTE 2**      **SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES** *(Continued)*

q) Future Changes in Accounting Policies

*PS 3280 Asset Retirement Obligations* issued August 2018 establishes standards for recognition, measurement, presentation and disclosure of legal obligations associated with the retirement of tangible capital assets and is effective July 1, 2022. A liability will be recognized when, as at the financial reporting date:

- (a) there is a legal obligation to incur retirement costs in relation to a tangible capital asset;
- (b) the past transaction or event giving rise to the liability has occurred;
- (c) it is expected that future economic benefits will be given up; and
- (d) a reasonable estimate of the amount can be made.

Liabilities are recognized for statutory, contractual or legal obligations associated with the retirement of tangible capital assets when those obligations result from the acquisition, construction, development or normal operation of the assets. The obligations are measured initially at fair value, determined using present value methodology, and the resulting costs capitalized into the carrying amount of the related tangible capital asset. In subsequent periods, the liability is adjusted for accretion and any changes in the amount or timing of the underlying future cash flows. The capitalized asset retirement cost is amortized on the same basis as the related asset and accretion expense is included in the Statement of Operations.

A modified retroactive application has been recommended by Government. Management is in the process of assessing the impact of adopting this standard on the School District's financial results.

*PS 3400 Revenue* issued November 2018 establishes standards on how to account for and report on revenue and is effective July 1, 2023. Specifically, it differentiates between revenue arising from transactions that include performance obligations, referred to as "exchange transactions", and transactions that do not have performance obligations, referred to as "non-exchange transactions".

Revenue from transactions with performance obligations should be recognized when (or as) the school district satisfies a performance obligation by providing the promised goods or services to a payor.

Revenue from transactions with no performance obligations should be recognized when a school district:

- (a) has the authority to claim or retain an inflow of economic resources; and
- (b) identifies a past transaction or event that gives rise to an asset.

This standard may be applied retroactively or prospectively. Management is in the process of assessing the impact of adopting this standard on the School District's financial results.

**SCHOOL DISTRICT NO. 71 (COMOX VALLEY)**  
**NOTES TO FINANCIAL STATEMENTS**  
**YEAR ENDED JUNE 30, 2021**

**NOTE 3 CASH AND CASH EQUIVALENTS**

	2021	2020
School Generated Funds	\$ 799,972	\$ 854,796
District Funds	13,734,679	17,725,539
Restricted Funds - Teacher Salary Deferral Program	247,790	181,677
BC Ministry of Finance Central Deposit Program	16,052,101	6,815,544
	\$ 30,834,542	\$ 25,577,556

**NOTE 4 ACCOUNTS RECEIVABLE – OTHER RECEIVABLES**

	2021	2020
Due from Federal Government	\$ 371,681	\$ 318,133
Other	268,450	150,629
	\$ 640,131	\$ 468,762

**NOTE 5 ACCOUNTS PAYABLE AND ACCRUED LIABILITIES - OTHER**

	2021	2020
Trade payables	\$ 4,678,845	\$ 2,595,458
Salaries and benefits payable	2,804,541	2,333,597
Accrued vacation payable	509,783	558,777
Other	5,673,748	6,523,838
	\$ 13,666,917	\$ 12,011,670

**NOTE 6 UNEARNED REVENUE**

	2021	2020
Balance, beginning of year	\$ 1,599,395	\$ 2,162,948
Tuition fees received	2,253,455	2,265,059
Tuition fees recognized	(1,623,154)	(2,828,612)
Balance, end of year	\$ 2,229,696	\$ 1,599,395

**SCHOOL DISTRICT NO. 71 (COMOX VALLEY)**  
**NOTES TO FINANCIAL STATEMENTS**  
**YEAR ENDED JUNE 30, 2021**

**NOTE 7      DEFERRED REVENUE**

Deferred revenue includes unspent grants and contributions received that meet the description of a restricted contribution in the Restricted Contributions Regulation 198/2011 issued by Treasury Board, i.e., the stipulations associated with those grants and contributions have not yet been fulfilled.

	2021	2020
Balance, beginning of year	\$    1,864,136	\$    1,572,785
Grants received:		
Provincial Grants - Ministry of Education	15,642,551	11,121,912
School Generated Funds	1,452,179	2,498,563
Other	5,303	144,959
Subtotal	17,100,033	13,765,434
Revenue recognized:	(17,015,540)	(13,474,083)
Revenue recovered:	(94,836)	-
Subtotal	(17,110,376)	(13,474,083)
Balance, end of year	\$    1,853,793	\$    1,864,136

**NOTE 8      DEFERRED CAPITAL REVENUE**

Deferred capital revenue includes grants and contributions received that are restricted by the contributor for the acquisition of tangible capital assets that meet the description of a restricted contribution in the Restricted Contributions Regulation 198/2011 issued by Treasury Board. Once spent, the contributions are amortized into revenue over the life of the asset acquired.

	2021	2020
<b><u>Deferred capital revenue - subject to amortization</u></b>		
Balance, beginning of year	\$    98,997,994	\$    99,154,762
Provincial Grants - Ministry of Education	3,730,907	2,502,158
Transfer in from deferred revenue - WIP	215,917	1,489,740
Write off/down of Buildings and Sites		-
Amortization of deferred capital revenue	(4,345,125)	(4,148,666)
Balance, end of year	\$    98,599,693	\$    98,997,994

**SCHOOL DISTRICT NO. 71 (COMOX VALLEY)**  
**NOTES TO FINANCIAL STATEMENTS**  
**YEAR ENDED JUNE 30, 2021**

**NOTE 8**      **DEFERRED CAPITAL REVENUE (Continued)**

	2021	2020
<b><u>Deferred capital revenue - work in progress</u></b>		
Work in progress, beginning of year	\$ 10,908,747	\$ 3,084,490
Transfer in from deferred capital revenue - Unspent	16,447,044	9,313,997
Transfer to deferred capital revenue	(215,917)	(1,489,740)
	<b>\$ 27,139,874</b>	<b>\$ 10,908,747</b>
	2021	2020
<b><u>Deferred capital revenue - unspent</u></b>		
Unspent deferred capital revenue, beginning of year	\$ 894,689	\$ -
Provincial Grants - Ministry of Education	19,169,010	11,727,576
Provincial Grants - Other	99,252	893,268
Other	15,000	90,000
MEd Restricted Portion of Proceeds on Disposal	301,000	-
Transfer to deferred capital revenue	(3,730,907)	(2,502,158)
- subject to amortization		
Transfer to deferred capital revenue - work in progress	(16,447,044)	(9,313,997)
	<b>\$ 301,000</b>	<b>\$ 894,689</b>
Total deferred capital revenue balance, end of year	<b>\$ 126,040,567</b>	<b>\$ 110,801,430</b>

**NOTE 9**      **EMPLOYEE FUTURE BENEFITS**

Benefits include vested sick leave, accumulating non-vested sick leave, early retirement, retirement/severance, vacation, overtime and death benefits. Funding is provided when the benefits are paid and accordingly, there are no plan assets. Although no plan assets are uniquely identified, the School District has provided for the payment of these benefits.

	2021	2020
<b><u>Reconciliation of Accrued Benefit Obligation</u></b>		
Accrued Benefit Obligation - April 1	\$ 3,304,451	\$ 3,416,857
Service Cost	286,830	273,649
Interest Cost	76,515	85,760
Benefit Payments	(240,023)	(278,119)
Actuarial (Gain) Loss	(188,837)	(193,696)
	<b>\$ 3,238,936</b>	<b>\$ 3,304,451</b>

**SCHOOL DISTRICT NO. 71 (COMOX VALLEY)**  
**NOTES TO FINANCIAL STATEMENTS**  
**YEAR ENDED JUNE 30, 2021**

**NOTE 9**      **EMPLOYEE FUTURE BENEFITS (Continued)**

	2021	2020
<b><i>Reconciliation of Funded Status at End of Fiscal Year</i></b>		
Accrued Benefit Obligation - March 31	\$ 3,238,936	\$ 3,304,451
Funded Status - Surplus (Deficit)	(3,238,936)	(3,304,451)
Employer Contributions after Measurement Date	38,048	40,396
Benefits Expense After Measurement Date	(92,763)	(90,836)
Unamortized Net Actuarial (Gain) Loss	(755,627)	(708,980)
Accrued Benefit Asset (Liability) - June 30	\$ (4,049,278)	\$ (4,063,871)

<b><i>Reconciliation of Change in Accrued Benefit Liability</i></b>		
Accrued Benefit Liability (Asset) - July 1	\$ 4,063,871	\$ 4,126,343
Net Expense for Fiscal Year	223,081	239,078
Employer Contributions	(237,674)	(301,550)
Accrued Benefit Liability (Asset) - June 30	\$ 4,049,278	\$ 4,063,871

<b><i>Components of Net Benefit Expense</i></b>		
Service Cost	\$ 286,999	\$ 276,944
Interest Cost	78,272	83,449
Amortization of Net Actuarial (Gain)/Loss	(142,190)	(121,315)
Net Benefit Expense (Income)	\$ 223,081	\$ 239,078

The significant actuarial assumptions adopted for measuring the School District's accrued benefit obligations are:

	June 30, 2021	June 30, 2020
Discount Rate - April 1	2.25%	2.50%
Discount Rate - March 31	2.50%	2.25%
Long Term Salary Growth - April 1	2.50% + seniority	2.50% + seniority
Long Term Salary Growth - March 31	2.50% + seniority	2.50% + seniority
EARSL - March 31	8.3 years	8.3 years

**SCHOOL DISTRICT NO. 71 (COMOX VALLEY)**  
**NOTES TO FINANCIAL STATEMENTS**  
**YEAR ENDED JUNE 30, 2021**

**NOTE 10 CAPITAL LEASE OBLIGATIONS**

Capital leases for the purchase of computer hardware with MacQuarie Equipment Finance are no longer outstanding as the remaining lease expired on June 30, 2020 and was not renewed.

There was no interest expense for the year ending 2021 (2020 - \$456)

**NOTE 11 TANGIBLE CAPITAL ASSETS**

<b>Net Book Value:</b>	<b>June 30, 2021</b>	June 30, 2020
Sites	\$ 14,151,889	\$ 14,151,889
Buildings	138,676,231	121,720,049
Furniture & Equipment	5,809,522	3,790,052
Vehicles	1,346,531	1,188,225
Computer Hardware	3,102,183	2,171,138
<b>Total</b>	<b>\$ 163,086,356</b>	<b>\$ 143,021,353</b>

**June 30, 2021**

<b>Cost:</b>	<b>Balance at July 1, 2020</b>	<b>Additions</b>	<b>Disposals</b>	<b>Transfers (WIP)</b>	<b>Balance at June 30, 2021</b>
Sites	\$ 14,151,889	\$ -	\$ -	\$ -	\$ 14,151,889
Buildings	213,314,938	4,266,355	531,133	17,341,701	234,391,861
Furniture & Equipment	4,217,913	2,672,739	-	(110,574)	6,780,078
Vehicles	1,721,803	346,273	30,539	-	2,037,537
Computer Hardware	3,294,393	1,736,335	272,225	-	4,758,503
<b>Total</b>	<b>\$ 236,700,936</b>	<b>\$ 9,021,702</b>	<b>\$ 833,897</b>	<b>17,231,127</b>	<b>\$ 262,119,868</b>

**June 30, 2021**

<b>Accumulated Amortization:</b>	<b>Balance at July 1, 2020</b>	<b>Additions</b>	<b>Disposals</b>	<b>Balance at June 30, 2021</b>
Sites	\$ -	\$ -	\$ -	\$ -
Buildings	91,594,889	4,651,874	531,133	95,715,630
Furniture & Equipment	427,861	542,695	-	970,556
Vehicles	533,578	187,967	30,539	691,006
Computer Hardware	1,123,255	805,290	272,225	1,656,320
<b>Total</b>	<b>\$ 93,679,583</b>	<b>\$ 6,187,826</b>	<b>\$ 833,897</b>	<b>\$ 99,033,512</b>

**SCHOOL DISTRICT NO. 71 (COMOX VALLEY)**  
**NOTES TO FINANCIAL STATEMENTS**  
**YEAR ENDED JUNE 30, 2021**

**NOTE 11 TANGIBLE CAPITAL ASSETS (Continued)**

June 30, 2020

<b>Cost:</b>	<b>Balance at July 1, 2019</b>	<b>Additions</b>	<b>Disposals</b>	<b>Transfers (WIP)</b>	<b>Balance at June 30, 2020</b>
Sites	\$ 14,151,889	\$ -	\$ -	\$ -	\$ 14,151,889
Buildings	202,102,151	3,515,868	-	7,696,919	213,314,938
Furniture & Equipment	1,313,527	2,863,521	86,473	127,338	4,217,913
Vehicles	1,231,789	490,014	-	-	1,721,803
Computer Hardware	4,207,097	1,066,771	1,979,475	-	3,294,393
<b>Total</b>	<b>\$ 223,006,453</b>	<b>\$ 7,936,174</b>	<b>\$ 2,065,948</b>	<b>7,824,257</b>	<b>\$ 236,700,936</b>

June 30, 2020

<b>Accumulated Amortization:</b>	<b>Balance at July 1, 2019</b>	<b>Additions</b>	<b>Disposals</b>	<b>Balance at June 30, 2020</b>
Sites	\$ -	\$ -	\$ -	\$ -
Buildings	87,026,821	4,568,068	-	91,594,889
Furniture & Equipment	244,129	270,205	86,473	427,861
Vehicles	385,898	147,680	-	533,578
Computer Hardware	2,352,581	750,149	1,979,475	1,123,255
<b>Total</b>	<b>\$ 90,009,429</b>	<b>\$ 5,736,102</b>	<b>\$ 2,065,948</b>	<b>\$ 93,679,583</b>

**NOTE 12 DISPOSAL OF SITES AND BUILDINGS**

During the 2016-17 school year land legally described as Lot 2, Plan VIP81287 was exchanged with the Corporation of the City of Courtenay and concurrently sold to the Comox Valley Regional District. Proceeds were recorded as \$600,000 cash and \$265,000 prepaid rent, resulting in a then gain on disposal. The prepaid rent will be utilized after the sale of the School Board Office to the Comox Valley Regional District completes which occurred on June 18, 2021. Upon completion of this sale, the District received proceeds of \$700,000, of which \$600,000 was recorded as cash, and \$100,000 as prepaid rent. As the original building construction was funded by the Board and the addition construction was funded by both Board funds and Ministry of Education capital funds a portion of the cash proceeds has been restricted as Ministry of Education Restricted Capital. Cash proceeds of \$600,000 were allocated 43% to the Ministry of Education Restricted Capital and 57% to Local Capital, resulting in a Gain on Disposal. The Prepaid Rent will begin to be amortized in the 2021/22 school year over the life of the 99 year lease agreement.



**SCHOOL DISTRICT NO. 71 (COMOX VALLEY)**  
**NOTES TO FINANCIAL STATEMENTS**  
**YEAR ENDED JUNE 30, 2021**

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**NOTE 13**      **EMPLOYEE PENSION PLANS**

The School District and its employees contribute to the Teachers' Pension Plan and Municipal Pension Plan (jointly trusted pension plans). The boards of trustees for these plans, representing plan members and employers, are responsible for administering the pension plans, including investing assets and administering benefits. The plans are multi-employer defined benefit pension plans. Basic pension benefits are based on a formula. As at December 31, 2020, the Teachers' Pension Plan has about 49,000 active members and approximately 40,000 retired members. As of December 31, 2020, the Municipal Pension Plan has about 220,000 active members, including approximately 28,000 from school districts.

Every three years, an actuarial valuation is performed to assess the financial position of the plans and adequacy of plan funding. The actuary determines an appropriate combined employer and member contribution rate to fund the plans. The actuary's calculated contribution rate is based on the entry-age normal cost method, which produces the long-term rate of member and employer contributions sufficient to provide benefits for average future entrants to the plans. This rate may be adjusted for the amortization of any actuarial funding surplus and will be adjusted for the amortization of any unfunded actuarial liability.

The most recent actuarial valuation of the Teachers' Pension Plan as at December 31, 2017, indicated a \$1,656 million funding surplus for basic pension benefits on a going concern basis.

The most recent actuarial valuation for the Municipal Pension Plan as at December 31, 2018, indicated a \$2,866 million funding surplus for basic pension benefits on a going concern basis.

The School District paid \$7,749,786 for employer contributions to the plans for the year ended June 30, 2021 (2020: \$6,992,962).

The next valuation for the Teachers' Pension Plan will be as at December 31, 2020, with results available in the last quarter of 2021. The next valuation for the Municipal Pension Plan will be as at December 31, 2021, with results available in 2022.

Employers participating in the plans record their pension expense as the amount of employer contributions made during the fiscal year (defined contribution pension plan accounting). This is because the plans record accrued liabilities and accrued assets for each plan in aggregate, resulting in no consistent and reliable basis for allocating the obligation, assets and cost to individual employers participating in the plans.

**SCHOOL DISTRICT NO. 71 (COMOX VALLEY)**  
**NOTES TO FINANCIAL STATEMENTS**  
**YEAR ENDED JUNE 30, 2021**

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**NOTE 14      RELATED PARTY TRANSACTIONS**

The School District is related through common ownership to all Province of British Columbia ministries, agencies, school districts, health authorities, colleges, universities, and crown corporations. Transactions with these entities, unless disclosed separately, are considered to be in the normal course of operations and are recorded at the exchange amount.

**NOTE 15      CONTRACTUAL OBLIGATIONS**

The School District has entered into multiple-year contracts for the construction of tangible capital assets, specifically the structural seismic mitigation to Lake Trail Middle School. This contractual obligation will become a liability in the future when the terms of the contracts are met. The Lake Trail Middle School capital project funding agreement estimates the maximum potential project funding to be \$25,672,195. As of June 30, 2021, \$21,385,362 has been spent and recorded as work in progress with an expected school project completion date of August 31, 2021.

On May 23, 2017 the School District entered into a multiple-year contract for transportation services. This contract commenced September 1, 2017 for a minimum duration of five years. Assuming that factors relating directly to pricing remain consistent with the 2020-21 school year, contractual costs can be estimated and incrementally increased by at least 2.5% annually based on the contract terms.

	2022
Transportation Contract	\$ 1,974,000

**NOTE 16      CONTINGENCIES**

The School District, in conducting its usual business activities, is involved in various legal claims and litigation. In the event any unsettled claims are successful, management believes that such claims are not expected to have a material or adverse effect on the School District's financial position.

**SCHOOL DISTRICT NO. 71 (COMOX VALLEY)**  
**NOTES TO FINANCIAL STATEMENTS**  
**YEAR ENDED JUNE 30, 2021**

**NOTE 17      BUDGET FIGURES**

Budget figures were approved by the Board through the adoption of an amended annual budget on February 23, 2021. Differences between the amended and original budget adopted May 26, 2020 are presented below.

	<b>AMENDED</b>			
	<b>Annual Budget</b>	<b>Annual Budget</b>	<b>Annual Budget</b>	<b>Change</b>
<b>Revenues</b>				
Provincial Grants				
Ministry of Education	\$ 109,675,210	\$ 98,588,741	\$	(11,086,469)
Tuition	1,404,000	1,935,000		531,000
Other Revenue	1,536,490	2,003,309		466,819
Rentals and Leases	36,000	150,000		114,000
Investment Income	220,500	335,000		114,500
Amortization of Deferred Capital Revenue	4,147,320	4,193,501		46,181
<b>Total Revenue</b>	<b>\$ 117,019,520</b>	<b>\$ 107,205,551</b>	<b>\$</b>	<b>(9,813,969)</b>
<b>Expenses</b>				
Instruction	\$ 94,997,321	\$ 84,332,101	\$	(10,665,220)
District Administration	3,891,235	3,815,652		(75,583)
Operations and Maintenance	17,001,232	16,798,729		(202,503)
Transportation and Housing	2,082,701	2,082,211		(490)
<b>Total Expense</b>	<b>\$ 117,972,489</b>	<b>\$ 107,028,693</b>	<b>\$</b>	<b>(10,943,796)</b>
<b>Net Revenue (Expense)</b>	<b>\$ (952,969)</b>	<b>176,858</b>		<b>1,129,827</b>
<b>Budgeted Allocation of Surplus</b>	<b>2,333,079</b>	<b>-</b>		<b>(2,333,079)</b>
<b>Budgeted Surplus (Deficit) for the year</b>	<b>\$ 1,380,110</b>	<b>\$ 176,858</b>	<b>\$</b>	<b>(1,203,252)</b>

**SCHOOL DISTRICT NO. 71 (COMOX VALLEY)**  
**NOTES TO FINANCIAL STATEMENTS**  
**YEAR ENDED JUNE 30, 2021**

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**NOTE 18      EXPENSE BY OBJECT**

	<b>2021</b>	<b>2020</b>
Salaries and benefits	\$ <b>93,645,602</b>	\$    84,407,735
Services and supplies	<b>15,315,659</b>	14,511,563
Amortization	<b>6,187,826</b>	5,736,102
	<b>\$    115,149,087</b>	\$    104,655,400

**NOTE 19      ACCUMULATED SURPLUS**

The School District has established a number of funds to demonstrate compliance with legislation and to reflect the School District’s intentions to undertake certain future activities.

The Operating Fund accounts for the School District’s operating grants and other operating revenues. Legislation requires that the School District present a balanced budget for the Operating Fund, whereby budgeted expenditure does not exceed the total of budgeted revenue and any surplus in the operating fund carried forward from previous years.

The Capital Fund accounts for the School District’s investment in its existing capital infrastructure, including the existing buildings, furniture, vehicles, computers and equipment. It also reflects intentions to make future capital asset purchases.

The Special Purpose Funds account for grants and contributions received which are directed by agreement with a third party towards specific activities.

Interfund transfers between the operating, special purpose and capital funds for the year ended June 30, 2021, were as follows:

- \$454,407 was transferred from the operating fund to the capital fund for the purchase of capital assets;
- \$1,316,397 was transferred from the special purpose fund to the capital fund for the purchase of capital assets;
- \$1,560,000 was transferred from the operating fund to local capital.

**SCHOOL DISTRICT NO. 71 (COMOX VALLEY)**  
**NOTES TO FINANCIAL STATEMENTS**  
**YEAR ENDED JUNE 30, 2021**

**NOTE 19      ACCUMULATED SURPLUS (Continued)**

	2021	2020
<b>Operating Fund</b>		
Internally restricted (appropriated):		
Net School Surpluses	\$      195,886	\$      310,430
Mental Health Grant	-	11,411
LEA Capacity Building Grant	6,840	6,850
Indigenous Education	299,678	165,333
Purchase Order Commitments	270,432	342,378
District/Program Initiatives	74,945	1,197,918
Modulars/Furniture	550,000	300,000
Outdoor Classrooms	720,000	-
Accessibility/Entrance Renewals	300,000	-
Board Office Reserve	500,000	-
Enhanced Cleaning & HVAC Upgrades	642,338	-
School Fire Suppression project	700,000	-
Future Capital Project Pre-Engineering & Design	100,000	-
Holdback Funds Learning Impacts & Mental Health	525,696	-
Teacher Mentorship	133,879	-
Board Operating Reserve	2,575,213	1,746,210
Subtotal (internally restricted)	\$      7,594,907	\$      4,080,530
Unrestricted operating surplus	-	-
	-	-
 Total available for future operations	 \$      7,594,907	 \$      4,080,530
 <b>Capital Fund</b>		
Invested in tangible capital assets	\$      37,346,792	\$      33,114,615
Local Capital	4,210,754	6,530,257
	\$      41,557,546	\$      39,644,872
 <b>Total Accumulated Surplus</b>	 \$      49,152,453	 \$      43,725,402

**SCHOOL DISTRICT NO. 71 (COMOX VALLEY)**  
**NOTES TO FINANCIAL STATEMENTS**  
**YEAR ENDED JUNE 30, 2021**

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**NOTE 19      ACCUMULATED SURPLUS (Continued)**

The local capital surplus has been internally restricted by the Board for:

Information Technology Reserve	\$	31,249
Contingency Reserve		71,240
Board Office - Prepaid Rent and Updates		2,479,598
Youth Trades Tools/Equipment Replacement		37,620
Furniture and Equipment		90,068
Fine Arts Equipment		30,862
Copier and Printer Fleet Replacement		46,580
Facility Reserve		1,300,000
Classroom Renovations		123,537
	<u>\$</u>	<u>4,210,754</u>

**NOTE 20      ECONOMIC DEPENDENCE**

The operations of the School District are dependent on continued funding from the Ministry of Education and various governmental agencies to carry out its programs. These financial statements have been prepared on a going concern basis.

**NOTE 21      RISK MANAGEMENT**

The School District has exposure to the following risks from its use of financial instruments: credit risk, market risk and liquidity risk.

The Board ensures that the School District has identified its risks and ensures that management monitors and controls them.

a) Credit risk

Credit risk is the risk of financial loss to an institution if a customer or counterparty to a financial instrument fails to meet its contractual obligations. Such risks arise principally from certain financial assets held consisting of cash, amounts receivable and investments.

The School District is exposed to credit risk in the event of non-performance by a debtor. This risk is mitigated as most amounts' receivable are due from the Province and are collectible.

It is management's opinion that the School District is not exposed to significant credit risk associated with its cash deposits and investments as they are placed in the Central Deposit Program with the Province and in recognized British Columbia institutions.

**SCHOOL DISTRICT NO. 71 (COMOX VALLEY)**  
**NOTES TO FINANCIAL STATEMENTS**  
**YEAR ENDED JUNE 30, 2021**

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**NOTE 21**      **RISK MANAGEMENT (Continued)**

b) Market risk

Market risk is the risk that the fair value or future cash flows of a financial instrument will fluctuate because of changes in market prices. Market risk is comprised of currency risk and interest rate risk.

Currency risk is the risk that the fair value or future cash flows of a financial instrument will fluctuate because of changes in the foreign exchange rates. It is management's opinion that the School District is not exposed to significant currency risk, as amounts held and purchases made in foreign currency are insignificant.

Interest rate risk is the risk that the fair value or future cash flows of a financial instrument will fluctuate because of changes in the market interest rates. The School District is exposed to interest rate risk through its investments. It is management's opinion that the School District is not exposed to significant interest rate risk as they invest solely in the Central Deposit Program with the Province and in recognized British Columbia institutions.

c) Liquidity risk

Liquidity risk is the risk that the School District will not be able to meet its financial obligations as they become due. The School District manages liquidity risk by continually monitoring actual and forecasted cash flows from operations and anticipated investing activities to ensure, as far as possible, that it will always have sufficient liquidity to meet its liabilities when due, under both normal and stressed conditions, without incurring unacceptable losses or risking damage to the School District's reputation.

Risk Management and insurance services for all School Districts in British Columbia are provided by the Risk Management Branch of the Ministry of Finance. There have been no changes to risk exposure from 2020 related to credit, market or liquidity risks.

**NOTE 22**      **SUPPLEMENTARY CASH FLOW INFORMATION**

Interest collected and paid during the year was as follows:

	<b>2021</b>	<b>2020</b>
Interest collected	\$ 213,465	\$ 351,540
Interest paid	-	456

# School District No. 71 (Comox Valley)

Schedule 1 (Unaudited)

Schedule of Changes in Accumulated Surplus (Deficit) by Fund  
Year Ended June 30, 2021

	Operating Fund	Special Purpose Fund	Capital Fund	2021 Actual	2020 Actual
	\$	\$	\$	\$	\$
<b>Accumulated Surplus (Deficit), beginning of year</b>	4,080,530		39,644,872	<b>43,725,402</b>	40,105,392
<b>Changes for the year</b>					
Surplus (Deficit) for the year	5,528,784	1,316,397	(1,418,130)	<b>5,427,051</b>	3,620,010
Interfund Transfers					
Tangible Capital Assets Purchased	(454,407)	(1,316,397)	1,770,804	-	
Local Capital	(1,560,000)		1,560,000	-	
<b>Net Changes for the year</b>	<b>3,514,377</b>	-	<b>1,912,674</b>	<b>5,427,051</b>	<b>3,620,010</b>
<b>Accumulated Surplus (Deficit), end of year - Statement 2</b>	<b>7,594,907</b>	-	<b>41,557,546</b>	<b>49,152,453</b>	43,725,402



# School District No. 71 (Comox Valley)

Schedule 2 (Unaudited)

Schedule of Operating Operations

Year Ended June 30, 2021

	2021 Budget (Note 17) \$	2021 Actual \$	2020 Actual \$
<b>Revenues</b>			
Provincial Grants			
Ministry of Education	94,008,867	<b>95,951,648</b>	86,434,556
Other		<b>215,600</b>	
Tuition	1,404,000	<b>1,623,154</b>	2,828,612
Other Revenue	691,990	<b>789,382</b>	925,540
Rentals and Leases	36,000	<b>28,527</b>	126,505
Investment Income	180,000	<b>182,591</b>	217,794
<b>Total Revenue</b>	<u>96,320,857</u>	<u><b>98,790,902</b></u>	<u>90,533,007</u>
<b>Expenses</b>			
Instruction	79,678,097	<b>76,670,560</b>	69,872,996
District Administration	3,891,235	<b>3,648,525</b>	3,374,093
Operations and Maintenance	10,878,807	<b>10,959,235</b>	10,312,138
Transportation and Housing	2,080,797	<b>1,983,798</b>	1,885,532
<b>Total Expense</b>	<u>96,528,936</u>	<u><b>93,262,118</b></u>	<u>85,444,759</u>
<b>Operating Surplus (Deficit) for the year</b>	<u>(208,079)</u>	<u><b>5,528,784</b></u>	<u>5,088,248</u>
<b>Budgeted Appropriation (Retirement) of Surplus (Deficit)</b>	<u>2,333,079</u>		
<b>Net Transfers (to) from other funds</b>			
Tangible Capital Assets Purchased	(565,000)	<b>(454,407)</b>	(1,637,926)
Local Capital	(1,560,000)	<b>(1,560,000)</b>	(4,700,372)
<b>Total Net Transfers</b>	<u>(2,125,000)</u>	<u><b>(2,014,407)</b></u>	<u>(6,338,298)</u>
<b>Total Operating Surplus (Deficit), for the year</b>	<u>-</u>	<u><b>3,514,377</b></u>	<u>(1,250,050)</u>
<b>Operating Surplus (Deficit), beginning of year</b>		<b>4,080,530</b>	5,330,580
<b>Operating Surplus (Deficit), end of year</b>		<u><b>7,594,907</b></u>	<u>4,080,530</u>
<b>Operating Surplus (Deficit), end of year</b>			
Internally Restricted		<u><b>7,594,907</b></u>	4,080,530
<b>Total Operating Surplus (Deficit), end of year</b>		<u><b>7,594,907</b></u>	<u>4,080,530</u>

# School District No. 71 (Comox Valley)

Schedule 2A (Unaudited)

Schedule of Operating Revenue by Source

Year Ended June 30, 2021

	2021 Budget (Note 17)	2021 Actual	2020 Actual
	\$	\$	\$
<b>Provincial Grants - Ministry of Education</b>			
Operating Grant, Ministry of Education	90,665,285	<b>92,492,731</b>	83,472,347
ISC/LEA Recovery	(175,262)	<b>(154,961)</b>	(146,001)
Other Ministry of Education Grants			
Pay Equity	451,831	<b>451,831</b>	451,831
Funding for Graduated Adults	135,000	<b>230,034</b>	167,068
Student Transportation Fund	421,375	<b>421,375</b>	421,375
Carbon Tax Grant			59,287
Employer Health Tax Grant			611,726
Support Staff Benefits Grant	111,041	<b>111,041</b>	77,661
Support Staff Wage Increase Funding			357,738
Teachers' Labour Settlement Funding	2,210,956	<b>2,210,956</b>	912,883
Early Career Mentorship Funding	170,000	<b>170,000</b>	
FSA Scorer Grant	15,964	<b>15,964</b>	15,964
Early Learning Grant	2,677	<b>2,677</b>	32,677
<b>Total Provincial Grants - Ministry of Education</b>	<u>94,008,867</u>	<u><b>95,951,648</b></u>	<u>86,434,556</u>
<b>Provincial Grants - Other</b>	<u>-</u>	<u><b>215,600</b></u>	<u>-</u>
<b>Tuition</b>			
International and Out of Province Students	1,404,000	<b>1,623,154</b>	2,828,612
<b>Total Tuition</b>	<u>1,404,000</u>	<u><b>1,623,154</b></u>	<u>2,828,612</u>
<b>Other Revenues</b>			
Funding from First Nations	175,262	<b>154,961</b>	146,001
Miscellaneous			
Instructional Cafeteria	120,000	<b>55,024</b>	95,991
Other Miscellaneous	396,728	<b>579,397</b>	683,548
<b>Total Other Revenue</b>	<u>691,990</u>	<u><b>789,382</b></u>	<u>925,540</u>
<b>Rentals and Leases</b>	<u>36,000</u>	<u><b>28,527</b></u>	<u>126,505</u>
<b>Investment Income</b>	<u>180,000</u>	<u><b>182,591</b></u>	<u>217,794</u>
<b>Total Operating Revenue</b>	<u><u>96,320,857</u></u>	<u><u><b>98,790,902</b></u></u>	<u><u>90,533,007</u></u>

# School District No. 71 (Comox Valley)

Schedule 2B (Unaudited)

Schedule of Operating Expense by Object

Year Ended June 30, 2021

	2021 Budget (Note 17)	2021 Actual	2020 Actual
	\$	\$	\$
<b>Salaries</b>			
Teachers	39,906,305	<b>39,320,849</b>	35,945,125
Principals and Vice Principals	5,370,410	<b>5,270,358</b>	4,994,211
Educational Assistants	6,306,411	<b>5,921,174</b>	5,605,122
Support Staff	8,539,127	<b>8,127,471</b>	8,050,315
Other Professionals	3,071,031	<b>3,182,317</b>	2,953,909
Substitutes	2,774,695	<b>3,057,669</b>	2,066,415
<b>Total Salaries</b>	<b>65,967,979</b>	<b>64,879,838</b>	59,615,097
<b>Employee Benefits</b>	16,060,813	<b>15,447,539</b>	14,309,070
<b>Total Salaries and Benefits</b>	<b>82,028,792</b>	<b>80,327,377</b>	73,924,167
<b>Services and Supplies</b>			
Services	3,157,357	<b>3,139,062</b>	2,273,147
Student Transportation	2,063,962	<b>1,966,901</b>	1,870,141
Professional Development and Travel	625,260	<b>357,477</b>	488,838
Dues and Fees	83,400	<b>65,158</b>	68,728
Insurance	202,800	<b>199,811</b>	189,321
Supplies	6,303,673	<b>5,198,272</b>	4,918,763
Utilities	2,063,692	<b>2,008,060</b>	1,711,654
<b>Total Services and Supplies</b>	<b>14,500,144</b>	<b>12,934,741</b>	11,520,592
<b>Total Operating Expense</b>	<b>96,528,936</b>	<b>93,262,118</b>	85,444,759

# School District No. 71 (Comox Valley)

Schedule 2C (Unaudited)

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	32,066,579	712,267		54,207		2,397,258	35,230,311
1.03 Career Programs	608,316		194,583			7,367	810,266
1.07 Library Services	128,947			697,971		42,813	869,731
1.08 Counselling	1,505,955					3,790	1,509,745
1.10 Special Education	4,119,251	131,708	4,957,505	83,454	187,640	276,229	9,755,787
1.30 English Language Learning	185,797						185,797
1.31 Indigenous Education	275,916	138,856	709,187	116,215	94,108	1,847	1,336,129
1.41 School Administration		4,155,819		1,804,145		162,319	6,122,283
1.62 International and Out of Province Students	430,088	131,708		89,790	224,209	26,070	901,865
1.64 Other			59,899	79,482		3,098	142,479
<b>Total Function 1</b>	<b>39,320,849</b>	<b>5,270,358</b>	<b>5,921,174</b>	<b>2,925,264</b>	<b>505,957</b>	<b>2,920,791</b>	<b>56,864,393</b>
<b>4 District Administration</b>							
4.11 Educational Administration					959,076		959,076
4.40 School District Governance					183,348		183,348
4.41 Business Administration				353,392	969,508		1,322,900
<b>Total Function 4</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>353,392</b>	<b>2,111,932</b>	<b>-</b>	<b>2,465,324</b>
<b>5 Operations and Maintenance</b>							
5.41 Operations and Maintenance Administration					550,060		550,060
5.50 Maintenance Operations				4,379,121		136,878	4,515,999
5.52 Maintenance of Grounds				469,694			469,694
5.56 Utilities							-
<b>Total Function 5</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>4,848,815</b>	<b>550,060</b>	<b>136,878</b>	<b>5,535,753</b>
<b>7 Transportation and Housing</b>							
7.41 Transportation and Housing Administration					14,368		14,368
7.70 Student Transportation							-
<b>Total Function 7</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>14,368</b>	<b>-</b>	<b>14,368</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>39,320,849</b>	<b>5,270,358</b>	<b>5,921,174</b>	<b>8,127,471</b>	<b>3,182,317</b>	<b>3,057,669</b>	<b>64,879,838</b>

# School District No. 71 (Comox Valley)

Schedule 2C (Unaudited)

Operating Expense by Function, Program and Object

Year Ended June 30, 2021

	Total Salaries	Employee Benefits	Total Salaries and Benefits	Services and Supplies	2021 Actual	2021 Budget (Note 17)	2020 Actual
	\$	\$	\$	\$	\$	\$	\$
<b>1 Instruction</b>							
1.02 Regular Instruction	35,230,311	8,714,852	43,945,163	3,790,698	47,735,861	49,985,594	41,203,578
1.03 Career Programs	810,266	183,866	994,132	287,767	1,281,899	1,256,772	1,090,757
1.07 Library Services	869,731	210,909	1,080,640	363,316	1,443,956	1,595,732	1,522,163
1.08 Counselling	1,509,745	367,017	1,876,762	177	1,876,939	1,844,016	1,912,616
1.10 Special Education	9,755,787	2,358,967	12,114,754	114,275	12,229,029	12,438,480	11,705,887
1.30 English Language Learning	185,797	43,828	229,625	451	230,076	157,870	195,517
1.31 Indigenous Education	1,336,129	316,099	1,652,228	516,667	2,168,895	2,468,573	1,816,816
1.41 School Administration	6,122,283	1,366,093	7,488,376	562,938	8,051,314	7,923,727	7,814,312
1.62 International and Out of Province Students	901,865	204,495	1,106,360	218,278	1,324,638	1,647,674	2,299,938
1.64 Other	142,479	36,595	179,074	148,879	327,953	359,659	311,412
<b>Total Function 1</b>	<b>56,864,393</b>	<b>13,802,721</b>	<b>70,667,114</b>	<b>6,003,446</b>	<b>76,670,560</b>	<b>79,678,097</b>	<b>69,872,996</b>
<b>4 District Administration</b>							
4.11 Educational Administration	959,076	133,878	1,092,954	20,747	1,113,701	1,135,151	1,055,367
4.40 School District Governance	183,348	22,702	206,050	90,317	296,367	356,720	270,133
4.41 Business Administration	1,322,900	286,591	1,609,491	628,966	2,238,457	2,399,364	2,048,593
<b>Total Function 4</b>	<b>2,465,324</b>	<b>443,171</b>	<b>2,908,495</b>	<b>740,030</b>	<b>3,648,525</b>	<b>3,891,235</b>	<b>3,374,093</b>
<b>5 Operations and Maintenance</b>							
5.41 Operations and Maintenance Administration	550,060	110,561	660,621	412,555	1,073,176	1,102,798	969,876
5.50 Maintenance Operations	4,515,999	996,467	5,512,466	1,528,679	7,041,145	7,008,492	6,871,636
5.52 Maintenance of Grounds	469,694	92,090	561,784	275,070	836,854	703,825	758,972
5.56 Utilities	-	-	-	2,008,060	2,008,060	2,063,692	1,711,654
<b>Total Function 5</b>	<b>5,535,753</b>	<b>1,199,118</b>	<b>6,734,871</b>	<b>4,224,364</b>	<b>10,959,235</b>	<b>10,878,807</b>	<b>10,312,138</b>
<b>7 Transportation and Housing</b>							
7.41 Transportation and Housing Administration	14,368	2,529	16,897	5,712	22,609	23,835	21,077
7.70 Student Transportation	-	-	-	1,961,189	1,961,189	2,056,962	1,864,455
<b>Total Function 7</b>	<b>14,368</b>	<b>2,529</b>	<b>16,897</b>	<b>1,966,901</b>	<b>1,983,798</b>	<b>2,080,797</b>	<b>1,885,532</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>64,879,838</b>	<b>15,447,539</b>	<b>80,327,377</b>	<b>12,934,741</b>	<b>93,262,118</b>	<b>96,528,936</b>	<b>85,444,759</b>

# School District No. 71 (Comox Valley)

Schedule 3 (Unaudited)

Schedule of Special Purpose Operations

Year Ended June 30, 2021

	2021 Budget (Note 17) \$	2021 Actual \$	2020 Actual \$
<b>Revenues</b>			
Provincial Grants			
Ministry of Education	15,666,343	<b>15,542,834</b>	10,975,777
Other Revenue	844,500	<b>1,467,403</b>	2,484,214
Investment Income	5,500	<b>5,303</b>	14,092
<b>Total Revenue</b>	<u>16,516,343</u>	<u><b>17,015,540</b></u>	<u>13,474,083</u>
<b>Expenses</b>			
Instruction	15,319,224	<b>15,346,811</b>	13,123,655
Operations and Maintenance	350,428	<b>350,428</b>	350,428
Transportation and Housing	1,904	<b>1,904</b>	
<b>Total Expense</b>	<u>15,671,556</u>	<u><b>15,699,143</b></u>	<u>13,474,083</u>
<b>Special Purpose Surplus (Deficit) for the year</b>	<u>844,787</u>	<u><b>1,316,397</b></u>	<u>-</u>
<b>Net Transfers (to) from other funds</b>			
Tangible Capital Assets Purchased	(844,787)	<b>(1,316,397)</b>	
<b>Total Net Transfers</b>	<u>(844,787)</u>	<u><b>(1,316,397)</b></u>	<u>-</u>
<b>Total Special Purpose Surplus (Deficit) for the year</b>	<u>-</u>	<u>-</u>	<u>-</u>
<b>Special Purpose Surplus (Deficit), beginning of year</b>			
<b>Special Purpose Surplus (Deficit), end of year</b>		<u>-</u>	<u>-</u>

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

Changes in Special Purpose Funds and Expense by Object  
Year Ended June 30, 2021

	Annual Facility Grant	Learning Improvement Fund	Scholarships and Bursaries	School Generated Funds	Strong Start	Ready, Set, Learn	OLEP	CommunityLINK	Classroom Enhancement Fund - Overhead
	\$	\$	\$	\$	\$	\$	\$	\$	\$
<b>Deferred Revenue, beginning of year</b>			758,885	838,354			10,533		94,836
<b>Add:</b> Restricted Grants									
Provincial Grants - Ministry of Education	350,428	308,915			160,000	39,200	188,646	609,052	1,471,710
Other			46,550	1,305,093					
Investment Income			5,114						
	350,428	308,915	51,664	1,305,093	160,000	39,200	188,646	609,052	1,471,710
<b>Less:</b> Allocated to Revenue	350,428	308,915	52,905	1,366,703	160,000	39,200	199,179	549,402	1,471,710
Recovered									94,836
<b>Deferred Revenue, end of year</b>	-	-	<b>757,644</b>	<b>776,744</b>	-	-	-	<b>59,650</b>	-
<b>Revenues</b>									
Provincial Grants - Ministry of Education	350,428	308,915			160,000	39,200	199,179	549,402	1,471,710
Other Revenue			47,791	1,366,703					
Investment Income			5,114						
	350,428	308,915	52,905	1,366,703	160,000	39,200	199,179	549,402	1,471,710
<b>Expenses</b>									
Salaries									
Teachers							22,056		
Principals and Vice Principals							23,095		274,319
Educational Assistants		251,631						280,443	656,810
Support Staff	261,554				125,048	25,544	52		153,852
Substitutes							7,662	329	93,420
	261,554	251,631	-	-	125,048	25,544	52,865	280,772	1,178,401
Employee Benefits	62,773	57,284			28,125	6,174	11,854	65,194	280,309
Services and Supplies	26,101		52,905	1,366,703	6,827	7,482	134,460	203,436	13,000
	350,428	308,915	52,905	1,366,703	160,000	39,200	199,179	549,402	1,471,710
<b>Net Revenue (Expense) before Interfund Transfers</b>	-	-	-	-	-	-	-	-	-
<b>Interfund Transfers</b>									
Tangible Capital Assets Purchased	-	-	-	-	-	-	-	-	-
<b>Net Revenue (Expense)</b>	-	-	-	-	-	-	-	-	-

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

Changes in Special Purpose Funds and Expense by Object  
Year Ended June 30, 2021

	Classroom Enhancement Fund - Staffing	Classroom Enhancement Fund - Remedies	First Nation Student Transportation	Mental Health in Schools	Changing Results for Young Children	Safe Return to School Grant	Federal Safe Return to Class Fund	Professional Development	CVCF Student Travel
	\$	\$	\$	\$	\$	\$	\$	\$	\$
<b>Deferred Revenue, beginning of year</b>			1,904	28,500	10,362			105,239	15,523
<b>Add:</b> Restricted Grants									
Provincial Grants - Ministry of Education	8,118,102	100,703	2,891	52,000	25,000	615,365	3,600,539		
Other								78,763	21,773
Investment Income									189
	8,118,102	100,703	2,891	52,000	25,000	615,365	3,600,539	78,763	21,962
<b>Less:</b> Allocated to Revenue	8,118,102	100,703	1,904	9,043	18,344	615,365	3,600,539	52,296	802
Recovered									
<b>Deferred Revenue, end of year</b>	-	-	<b>2,891</b>	<b>71,457</b>	<b>17,018</b>	-	-	<b>131,706</b>	<b>36,683</b>
<b>Revenues</b>									
Provincial Grants - Ministry of Education	8,118,102	100,703	1,904	9,043	18,344	615,365	3,600,539		
Other Revenue								52,296	613
Investment Income									189
	8,118,102	100,703	1,904	9,043	18,344	615,365	3,600,539	52,296	802
<b>Expenses</b>									
Salaries									
Teachers	6,458,952						1,218,823		
Principals and Vice Principals								78,387	
Educational Assistants									
Support Staff						267,968	335,209		
Substitutes	5,118	60,751			14,015		51,404		
	6,464,070	60,751	-	-	14,015	267,968	1,683,823	-	-
Employee Benefits	1,654,032	7,399			2,475	64,312	411,852		
Services and Supplies		32,553	1,904	9,043	1,854	154,640	316,912	52,296	802
	8,118,102	100,703	1,904	9,043	18,344	486,920	2,412,587	52,296	802
<b>Net Revenue (Expense) before Interfund Transfers</b>	-	-	-	-	-	128,445	1,187,952	-	-
<b>Interfund Transfers</b>									
Tangible Capital Assets Purchased						(128,445)	(1,187,952)		
	-	-	-	-	-	(128,445)	(1,187,952)	-	-
<b>Net Revenue (Expense)</b>	-	-	-	-	-	-	-	-	-



# School District No. 71 (Comox Valley)

Changes in Special Purpose Funds and Expense by Object  
Year Ended June 30, 2021

	<u>TOTAL</u>
	\$
<b>Deferred Revenue, beginning of year</b>	1,864,136
<b>Add:</b> Restricted Grants	
Provincial Grants - Ministry of Education	15,642,551
Other	1,452,179
Investment Income	5,303
	<u>17,100,033</u>
<b>Less:</b> Allocated to Revenue	17,015,540
Recovered	94,836
<b>Deferred Revenue, end of year</b>	<u><b>1,853,793</b></u>
<b>Revenues</b>	
Provincial Grants - Ministry of Education	15,542,834
Other Revenue	1,467,403
Investment Income	5,303
	<u>17,015,540</u>
<b>Expenses</b>	
Salaries	
Teachers	7,699,831
Principals and Vice Principals	297,414
Educational Assistants	1,267,271
Support Staff	1,169,227
Substitutes	232,699
	<u>10,666,442</u>
Employee Benefits	2,651,783
Services and Supplies	2,380,918
	<u>15,699,143</u>
<b>Net Revenue (Expense) before Interfund Transfers</b>	<u>1,316,397</u>
<b>Interfund Transfers</b>	
Tangible Capital Assets Purchased	(1,316,397)
	<u>(1,316,397)</u>
<b>Net Revenue (Expense)</b>	<u><u>-</u></u>

# School District No. 71 (Comox Valley)

Schedule 4 (Unaudited)

## Schedule of Capital Operations

Year Ended June 30, 2021

	2021	2021 Actual			2020
	Budget (Note 17)	Invested in Tangible Capital Assets	Local Capital	Fund Balance	Actual
	\$	\$	\$	\$	\$
<b>Revenues</b>					
Investment Income	35,000		25,571	25,571	119,654
Gain (Loss) on Disposal of Tangible Capital Assets		399,000		399,000	-
Amortization of Deferred Capital Revenue	4,147,320	4,345,125		4,345,125	4,148,666
<b>Total Revenue</b>	<u>4,182,320</u>	<u>4,744,125</u>	<u>25,571</u>	<u>4,769,696</u>	<u>4,268,320</u>
<b>Expenses</b>					
Amortization of Tangible Capital Assets					
Operations and Maintenance	5,771,997	6,187,826		6,187,826	5,736,102
Debt Services					
Capital Lease Interest				-	456
<b>Total Expense</b>	<u>5,771,997</u>	<u>6,187,826</u>	<u>-</u>	<u>6,187,826</u>	<u>5,736,558</u>
<b>Capital Surplus (Deficit) for the year</b>	<u>(1,589,677)</u>	<u>(1,443,701)</u>	<u>25,571</u>	<u>(1,418,130)</u>	<u>(1,468,238)</u>
<b>Net Transfers (to) from other funds</b>					
Tangible Capital Assets Purchased	1,409,787	1,770,804		1,770,804	1,637,926
Local Capital	1,560,000		1,560,000	1,560,000	4,700,372
<b>Total Net Transfers</b>	<u>2,969,787</u>	<u>1,770,804</u>	<u>1,560,000</u>	<u>3,330,804</u>	<u>6,338,298</u>
<b>Other Adjustments to Fund Balances</b>					
District Portion of Proceeds on Disposal		(399,000)	399,000	-	
Tangible Capital Assets Purchased from Local Capital		3,304,074	(3,304,074)	-	
Tangible Capital Assets WIP Purchased from Local Capital		1,000,000	(1,000,000)	-	
<b>Total Other Adjustments to Fund Balances</b>		<u>3,905,074</u>	<u>(3,905,074)</u>	<u>-</u>	
<b>Total Capital Surplus (Deficit) for the year</b>	<u>1,380,110</u>	<u>4,232,177</u>	<u>(2,319,503)</u>	<u>1,912,674</u>	<u>4,870,060</u>
<b>Capital Surplus (Deficit), beginning of year</b>		<u>33,114,615</u>	<u>6,530,257</u>	<u>39,644,872</u>	<u>34,774,812</u>
<b>Capital Surplus (Deficit), end of year</b>		<u>37,346,792</u>	<u>4,210,754</u>	<u>41,557,546</u>	<u>39,644,872</u>

# School District No. 71 (Comox Valley)

Tangible Capital Assets  
Year Ended June 30, 2021

	Sites	Buildings	Furniture and Equipment	Vehicles	Computer Software	Computer Hardware	Total
	\$	\$	\$	\$	\$	\$	\$
<b>Cost, beginning of year</b>	14,151,889	202,533,529	4,090,575	1,721,803	-	3,294,393	<b>225,792,189</b>
<b>Changes for the Year</b>							
Increase:							
Purchases from:							
Deferred Capital Revenue - Bylaw		1,372,146	1,439,820				<b>2,811,966</b>
Deferred Capital Revenue - Other		907,656	11,285				<b>918,941</b>
Operating Fund			77,046	191,651		185,710	<b>454,407</b>
Special Purpose Funds		324,056	844,236			148,105	<b>1,316,397</b>
Local Capital		1,573,918	173,014	154,622		1,402,520	<b>3,304,074</b>
Transferred from Work in Progress		88,579	127,338				<b>215,917</b>
	-	4,266,355	2,672,739	346,273	-	1,736,335	<b>9,021,702</b>
Decrease:							
Disposed of		531,133					<b>531,133</b>
Deemed Disposals				30,539		272,225	<b>302,764</b>
	-	531,133	-	30,539	-	272,225	<b>833,897</b>
<b>Cost, end of year</b>	14,151,889	206,268,751	6,763,314	2,037,537	-	4,758,503	<b>233,979,994</b>
<b>Work in Progress, end of year</b>		28,123,110	16,764				<b>28,139,874</b>
<b>Cost and Work in Progress, end of year</b>	14,151,889	234,391,861	6,780,078	2,037,537	-	4,758,503	<b>262,119,868</b>
<b>Accumulated Amortization, beginning of year</b>		91,594,889	427,861	533,578	-	1,123,255	<b>93,679,583</b>
<b>Changes for the Year</b>							
Increase: Amortization for the Year		4,651,874	542,695	187,967		805,290	<b>6,187,826</b>
Decrease:							
Disposed of		531,133					<b>531,133</b>
Deemed Disposals				30,539		272,225	<b>302,764</b>
		531,133	-	30,539	-	272,225	<b>833,897</b>
<b>Accumulated Amortization, end of year</b>		95,715,630	970,556	691,006	-	1,656,320	<b>99,033,512</b>
<b>Tangible Capital Assets - Net</b>	<b>14,151,889</b>	<b>138,676,231</b>	<b>5,809,522</b>	<b>1,346,531</b>	<b>-</b>	<b>3,102,183</b>	<b>163,086,356</b>

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

Schedule 4B (Unaudited)

Tangible Capital Assets - Work in Progress

Year Ended June 30, 2021

	Buildings	Furniture and Equipment	Computer Software	Computer Hardware	Total
	\$	\$	\$	\$	\$
<b>Work in Progress, beginning of year</b>	10,781,409	127,338			<b>10,908,747</b>
<b>Changes for the Year</b>					
Increase:					
Deferred Capital Revenue - Bylaw	16,340,280	16,764			<b>16,357,044</b>
Deferred Capital Revenue - Other	90,000				<b>90,000</b>
Local Capital	1,000,000				<b>1,000,000</b>
	<u>17,430,280</u>	<u>16,764</u>	-	-	<u><b>17,447,044</b></u>
Decrease:					
Transferred to Tangible Capital Assets	88,579	127,338			<b>215,917</b>
	<u>88,579</u>	<u>127,338</u>	-	-	<u><b>215,917</b></u>
<b>Net Changes for the Year</b>	<u>17,341,701</u>	<u>(110,574)</u>	-	-	<u><b>17,231,127</b></u>
<b>Work in Progress, end of year</b>	<u><b>28,123,110</b></u>	<u><b>16,764</b></u>	-	-	<u><b>28,139,874</b></u>

# School District No. 71 (Comox Valley)

Schedule 4C (Unaudited)

Deferred Capital Revenue

Year Ended June 30, 2021

	Bylaw Capital	Other Provincial	Other Capital	Total Capital
<b>Deferred Capital Revenue, beginning of year</b>	\$ 94,992,813	\$ 4,005,181	\$	\$ 98,997,994
<b>Changes for the Year</b>				
Increase:				
Transferred from Deferred Revenue - Capital Additions	2,811,966	903,941	15,000	3,730,907
Transferred from Work in Progress	127,338	88,579		215,917
	<u>2,939,304</u>	<u>992,520</u>	<u>15,000</u>	<u>3,946,824</u>
Decrease:				
Amortization of Deferred Capital Revenue	4,195,640	149,297	188	4,345,125
	<u>4,195,640</u>	<u>149,297</u>	<u>188</u>	<u>4,345,125</u>
<b>Net Changes for the Year</b>	<u>(1,256,336)</u>	<u>843,223</u>	<u>14,812</u>	<u>(398,301)</u>
<b>Deferred Capital Revenue, end of year</b>	<u>93,736,477</u>	<u>4,848,404</u>	<u>14,812</u>	<u>98,599,693</u>
<b>Work in Progress, beginning of year</b>	10,820,168	88,579		10,908,747
<b>Changes for the Year</b>				
Increase:				
Transferred from Deferred Revenue - Work in Progress	16,357,044		90,000	16,447,044
	<u>16,357,044</u>	<u>-</u>	<u>90,000</u>	<u>16,447,044</u>
Decrease:				
Transferred to Deferred Capital Revenue	127,338	88,579		215,917
	<u>127,338</u>	<u>88,579</u>	<u>-</u>	<u>215,917</u>
<b>Net Changes for the Year</b>	<u>16,229,706</u>	<u>(88,579)</u>	<u>90,000</u>	<u>16,231,127</u>
<b>Work in Progress, end of year</b>	<u>27,049,874</u>	<u>-</u>	<u>90,000</u>	<u>27,139,874</u>
<b>Total Deferred Capital Revenue, end of year</b>	<u>120,786,351</u>	<u>4,848,404</u>	<u>104,812</u>	<u>125,739,567</u>

# School District No. 71 (Comox Valley)

Schedule 4D (Unaudited)

Changes in Unspent Deferred Capital Revenue

Year Ended June 30, 2021

	Bylaw Capital	MEd Restricted Capital	Other Provincial Capital	Land Capital	Other Capital	Total
	\$	\$	\$	\$	\$	\$
<b>Balance, beginning of year</b>			804,689		90,000	<b>894,689</b>
<b>Changes for the Year</b>						
Increase:						
Provincial Grants - Ministry of Education	19,169,010					<b>19,169,010</b>
Provincial Grants - Other			99,252			<b>99,252</b>
Other					15,000	<b>15,000</b>
MEd Restricted Portion of Proceeds on Disposal		301,000				<b>301,000</b>
	19,169,010	301,000	99,252	-	15,000	<b>19,584,262</b>
Decrease:						
Transferred to DCR - Capital Additions	2,811,966		903,941		15,000	<b>3,730,907</b>
Transferred to DCR - Work in Progress	16,357,044				90,000	<b>16,447,044</b>
	19,169,010	-	903,941	-	105,000	<b>20,177,951</b>
<b>Net Changes for the Year</b>	-	301,000	(804,689)	-	(90,000)	<b>(593,689)</b>
<b>Balance, end of year</b>	-	<b>301,000</b>	-	-	-	<b>301,000</b>

**School District  
Statement of Financial Information (SOFI)**

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

**Fiscal Year Ended June 30, 2021**

**SCHEDULE OF DEBT**

School District No. 71 (Comox Valley) does not have any long term debt as disclosed in the Financial Statements.

Prepared as required by *Financial Information Regulation*, Schedule 1, section 4

**School District  
Statement of Financial Information (SOFI)**

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

**Fiscal Year Ended June 30, 2021**

**SCHEDULE OF GUARANTEE AND INDEMNITY AGREEMENTS**

School District No.71 (Comox Valley) has not given any guarantee or indemnity under the Guarantees and Indemnities Regulation.

Prepared as required by *Financial Information Regulation*, Schedule 1, section 5



**THE BOARD OF EDUCATION OF SCHOOL DISTRICT NO. 71 (Comox Valley)**  
**SCHEDULE OF REMUNERATION AND EXPENSES**  
**FOR THE YEAR ENDED JUNE 30, 2021**

<u>ELECTED OFFICIAL</u>	<u>POSITION</u>	<u>REMUNERATION</u>	<u>EXPENSES</u>
CATON, JANICE M	TRUSTEE	\$ 15,036.00	\$ -
FRAWLEY, TONIA	TRUSTEE	15,523.10	-
HARGREAVES, IAN G	TRUSTEE	3,094.00	-
HAWKSBY, KATHLEEN (KAT)	TRUSTEE	15,036.00	-
HOWE, SARAH JANE	TRUSTEE	15,036.00	-
MAY SACTH, CRISTI	TRUSTEE	7,133.10	-
MCDONNELL, SHEILA M	CHAIRPERSON, BOARD OF SCHOOL TRUSTEES	17,846.81	-
WAITE, MICHELLE	VICE CHAIRPERSON, BOARD OF SCHOOL TRUSTEES	16,419.80	-
<b>TOTAL FOR ELECTED OFFICIALS</b>		<b>\$ 105,124.81</b>	<b>\$ -</b>

Prepared as required by Financial Information Regulation , Schedule 1, Section 6

**NOTES:**

Remuneration includes taxable benefits and represents all amounts paid in that particular year, and may include one-time payments such as retirement allowances, retro pay, and vacation pay.

Employee Expenses include payments to, or on behalf of, the employee for approved school district business expenditures such as travel, professional development, and association memberships, incurred in the normal course of activities as an employee of the Board.

**THE BOARD OF EDUCATION OF SCHOOL DISTRICT NO. 71 (Comox Valley)**  
**SCHEDULE OF REMUNERATION AND EXPENSES**  
**FOR THE YEAR ENDED JUNE 30, 2021**

**DETAILED EMPLOYEES > \$75,000**

<b><u>NAME</u></b>	<b><u>POSITION</u></b>		<b><u>REMUNERATION</u></b>	<b><u>EXPENSES</u></b>
ABELE, CHRISTOPHE	TEACHER	\$	104,713.85	\$ -
ACKERMAN, DANIEL C	TEACHER		81,873.02	-
AKERLEY, CATHERINE M	TEACHER		88,310.55	-
ALBERTI, GIACINTA (CINTA) J	TEACHER		87,690.72	-
ANDERSON, DAWN C.	TEACHER		96,211.39	1,543.66
ANDERSON, DENISE M	TEACHER		93,258.79	-
ANDERSON, JACQUELINE A	TEACHER		98,662.17	1,765.97
APPEL, RICK A.	TEACHER		96,462.25	-
APPELBE, MIREILLE L	VICE PRINCIPAL		103,179.24	656.25
ARMSTRONG, CHRISTOPHER	TEACHER		88,012.60	-
ARSENAULT, JASON C	TEACHER		87,710.01	-
ARSENAULT, KATHERINE J	TEACHER		95,794.85	-
ASHLEE, MOIRA	TEACHER		87,690.76	-
AYERS, JUDITH M	TEACHER		98,653.58	400.00
BAKER, STEPHANIE	TEACHER		88,831.40	750.00
BAKKER, WILLIAM A	TEACHER		96,101.51	-
BALL, GARY	TEACHER		90,924.10	-
BARON, LEAH C	TEACHER		93,912.06	189.95
BAYLES, ESTHER G	TEACHER		87,691.36	-
BEAULIEU, MICHELLE R	TEACHER		78,490.34	100.00
BECK, TOBY T	TEACHER		93,944.79	-
BECKETT, HEATHER M	TEACHER		77,347.74	-
BELL, E. LEIGHAN	TEACHER		76,896.40	-
BENNETT, KARI L	TEACHER		77,136.89	-
BENSON, DEBBIE M	TEACHER		87,690.78	-
BENTON, DAVID M	TEACHER		77,156.63	670.95
BERG, DEBORAH (KATE) K. L.	TEACHER		96,101.71	-
BERNARD, CAROLINE J	TEACHER		75,748.63	-
BERRY, PAUL G.	DIRECTOR OF INSTRUCTION, HEALTH & SAFETY		165,358.84	-
BEYNONBROWN, SARAH H	TEACHER		95,816.74	-
BICHARD, NICOLE	TEACHER		87,053.69	-
BIEGLER, WARREN J	TEACHER		87,690.75	-
BIRNIE, ALYSHA L	TEACHER		93,915.80	-
BLACK, ANDREW	TEACHER		93,813.25	-
BLACK, ERICA L	PRINCIPAL		135,298.19	-
BLACK, THEA M	TEACHER		96,122.16	-
BOERSMA, JACQUELIN D.	TEACHER		87,626.16	-
BOLAND, KERRI K	TEACHER		78,200.31	-
BOS, JONATHAN	VICE PRINCIPAL		121,550.28	-
BOUTILIER, JENNIFER L	TEACHER		87,138.76	-
BOWLEY, CARA L	TEACHER		93,914.36	-
BRADFIELD, SUSANNE	TEACHER		76,629.32	-
BRAIDWOOD, DANIEL R	TEACHER		87,690.69	-

**NOTES:**

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**THE BOARD OF EDUCATION OF SCHOOL DISTRICT NO. 71 (Comox Valley)**  
**SCHEDULE OF REMUNERATION AND EXPENSES**  
**FOR THE YEAR ENDED JUNE 30, 2021**

**DETAILED EMPLOYEES > \$75,000**

<b><u>NAME</u></b>	<b><u>POSITION</u></b>		<b><u>REMUNERATION</u></b>	<b><u>EXPENSES</u></b>
BRAULT, MARIE-EVE	TEACHER	\$	90,187.23	\$ 262.50
BRIDGES, JAY S	TEACHER		88,290.47	-
BUCHANAN, ANNE M	TEACHER		87,690.81	-
BUCKLE, JANA M.	TEACHER		76,896.60	-
BURDETT, NOAH M	VICE PRINCIPAL		114,962.87	943.31
BURKHOLDER, SEAN P	TEACHER		96,100.51	-
BURNS, ALISON S	TEACHER		87,690.76	-
CADDEN, JULIA R	TEACHER		75,984.98	-
CARLOS, BRUCE D	DISTRICT PRINCIPAL, INDIGENOUS EDUCATION		139,625.20	60.06
CARLSON, TANYA L.	TEACHER		96,132.68	-
CARMICHAEL, BRIAN D	TEACHER		96,101.58	-
CARMICHAEL, KIM L	TEACHER		87,690.76	-
CARRUTHERS, MEGAN I.	TEACHER		94,768.44	-
CHASE, LISA A	TEACHER		78,495.35	-
CHRISTENSEN, GLEN A	TEACHER		96,074.98	-
CLAASSEN, STEVEN J	TEACHER		87,690.76	1,820.20
CLAR, E. LISL A.	TEACHER		93,952.81	1,456.89
CLARKE, ANDREW J	TEACHER		87,690.76	-
CLAVEAU, NATHALIE	TEACHER		92,370.30	-
CLAYTON, JILL E	TEACHER		96,075.01	-
COBEY, JASON E	PRINCIPAL		134,927.73	185.00
COCHRANE, ANDREA	TEACHER		90,785.33	-
COLEGRAVE, WARREN G	VICE PRINCIPAL		118,974.62	1,220.18
COLESHILL, JONATHAN M	TEACHER		87,092.88	-
COLLINS, AMY C	TEACHER		93,915.70	-
COLLINS, CATHIE	MANAGER OF FINANCE		85,679.79	1,724.10
COLLINS, TOMIKO	TEACHER		78,715.29	-
COLTHORPE, PAUL	TEACHER		96,100.31	-
COMEAU, CHRISTINE E	TEACHER		93,914.37	-
CORMAN, HEATHER Y	TEACHER		96,109.27	118.90
CORMAN, KEVIN N	TEACHER		96,101.55	-
COTTINGHAM, DANIKA M	TEACHER		91,307.31	-
COURAGE, ANDREA M	TEACHER		93,914.37	-
COURAGE, BERNADINE L	TEACHER		93,914.14	-
COX, NANCY	TEACHER		87,666.51	313.60
CROONEN, K. TRACEY	PRINCIPAL		140,227.96	236.25
CUDMORE, JUDITH R	TEACHER		88,608.84	-
CUNNINGHAM, COLIN J.	TEACHER		96,074.99	-
CURRIE, VIRGINIA L	TEACHER		94,334.57	211.85
DAKIN, SARAH E	TEACHER		96,075.03	-
DAKINIEWICH, TROY	TEACHER		87,686.24	103.00
DALGLEISH, DANIEL R	MANAGER OF OPERATIONS		105,753.94	120.20
DANE, MELANIE I	TEACHER		96,101.54	-

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**THE BOARD OF EDUCATION OF SCHOOL DISTRICT NO. 71 (Comox Valley)**  
**SCHEDULE OF REMUNERATION AND EXPENSES**  
**FOR THE YEAR ENDED JUNE 30, 2021**

**DETAILED EMPLOYEES > \$75,000**

<b><u>NAME</u></b>	<b><u>POSITION</u></b>		<b><u>REMUNERATION</u></b>	<b><u>EXPENSES</u></b>
DANELIUK, KATHLEEN M.	TEACHER	\$	87,689.41	\$ -
DARLINGTON, DEANNA L	TEACHER		87,690.80	-
DARNEL, ZALE	VICE PRINCIPAL		118,298.50	1,035.40
DAVID, DOUGLAS R.J.	TEACHER		98,644.53	-
DAVID, EILEEN V	TEACHER		75,052.06	-
DAVIDGE, AMANDA E	TEACHER		87,380.35	-
DAVIS, RACHEL L.	TEACHER		75,550.68	-
DAWSON, KARA L	TEACHER		98,644.66	1,035.77
DE GOEDE, BARBARA G.	TEACHER		87,656.48	-
DEMEO, THOMAS P.	SUPERINTENDENT OF SCHOOLS		218,107.07	2,148.92
DEVEREAUX, TERESA	TEACHER		86,813.83	-
DICKSON, TONY C	TEACHER		97,671.63	311.44
DIEDERICHS, SUE	TEACHER		95,914.76	-
DIESCH, THOMAS	TEACHER		93,085.83	-
DIEWERT, SUSAN L	TEACHER		89,073.81	-
DITTRICK, SHERRYLYN	TEACHER		96,079.04	-
DOBBS, JAMIE C	TEACHER		87,388.44	-
DORAN, KATY	PRINCIPAL		135,039.50	248.22
DOUGLAS, ALLAN	DIRECTOR OF INSTRUCTION, K-12		158,424.34	1,286.26
DOUGLAS, KATRINA L	TEACHER		78,709.47	-
DOUGLAS, ROBERT S	TEACHER		81,895.37	-
DRIVER, DIANE P.	TEACHER		95,998.27	-
DUNCAN, LINSAY M	TEACHER		96,101.37	-
EASTERMAN, SIMON J	TEACHER		96,101.56	-
EDWARDS, FAITH	TEACHER		94,686.04	-
ERIKSON, KENNETH	TEACHER		96,101.53	-
ERRICO, KEN T	TEACHER		93,914.37	270.08
EVANS, ROBERTA L	TEACHER		87,690.91	-
FARROW, DANIEL J.	TEACHER		88,589.43	-
FEARN, CHAD N	TEACHER		76,203.32	-
FERGUSON, J. JULIAN	TEACHER		86,695.51	-
FERNEYHOUGH, M. ANDREW	VICE PRINCIPAL		111,791.48	1,006.25
FEUSTEL, ALAN C	TEACHER		96,101.36	-
FICHTER, SIETSKE R	TEACHER		87,666.51	348.30
FLOOD, HAYLEY N	MANAGER OF PAYROLL & BENEFITS		82,810.23	3,779.13
FOLLIS, CRAIG J	TEACHER		87,690.07	-
FORSLAND, JENNIFER L	TEACHER		85,119.46	-
FORTIN, LYSE M	TEACHER		81,762.84	-
FOURNIER, JOANNA M	TEACHER		87,681.07	-
FOWLER, CONNIE	TEACHER		77,908.73	-
FRAIN, ANGELA I	TEACHER		89,789.29	-
FRASER, BRAD E	TEACHER		77,216.07	-
FULLERTON, DEBRA	VICE PRINCIPAL		116,275.45	-

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**THE BOARD OF EDUCATION OF SCHOOL DISTRICT NO. 71 (Comox Valley)**  
**SCHEDULE OF REMUNERATION AND EXPENSES**  
**FOR THE YEAR ENDED JUNE 30, 2021**

**DETAILED EMPLOYEES > \$75,000**

<b><u>NAME</u></b>	<b><u>POSITION</u></b>		<b><u>REMUNERATION</u></b>	<b><u>EXPENSES</u></b>
FUSSELL, GERALD	PRINCIPAL	\$	138,467.29	\$ 204.52
GAILLOUX, CORRINE N	TEACHER		87,690.77	-
GAIR, JOHN C	TEACHER		76,390.39	-
GARDNER, DEBRA-LYNNE M	TEACHER		93,914.40	213.08
GAUDRY, CRYSTAL P	TEACHER		96,101.54	843.11
GAUTHIER, CAROLINE M	TEACHER		96,101.59	129.80
GENGE, MICHELE M	TEACHER		96,542.18	-
GILMORE, DARCI	VICE PRINCIPAL		86,841.65	-
GLENNON, LINDA M	PAYROLL SUPERVISOR		76,886.86	-
GLOVER, ADRIENNE R	TEACHER		82,541.48	-
GOODGER, ELIZABETH	TEACHER		96,679.96	-
GOURDE, JOANNIE E.	TEACHER		79,406.21	-
GRAHAM, DAVID M	TEACHER		98,375.58	-
GRANT, MARTHA A.	TEACHER		87,666.51	-
GRAVEL, JENNIFER L	TEACHER		84,630.03	-
GRAVEL, LOUIS	TEACHER		77,718.87	-
GREEN, J.LAURENCE	TEACHER		96,101.57	-
GREEN, MARCIA	TEACHER		87,683.86	-
GREENE, LOUISA (KELLY) D	VICE PRINCIPAL		115,152.85	-
GREENLAW, LAURA M.J.	TEACHER		87,690.53	-
GREENTREE, TANYA M.	TEACHER		93,914.36	775.74
GREGORY, ERRIN L	TEACHER		96,952.12	-
GRIFFIN, VERONA	TEACHER		79,066.28	-
GROVES, KIMBERLEY A	TEACHER		87,665.76	-
GUMMER, CELINE M.	TEACHER		93,914.39	-
GUMMER, GEOFF	TEACHER		88,177.20	-
HAGEL, CORAL H	TEACHER		93,916.43	-
HAGEL, STACE A	TEACHER		96,101.55	-
HAMILTON, NICOLE N	TEACHER		102,411.42	250.00
HANDFIELD, LYNDA-MARIE	DIRECTOR OF HUMAN RESOURCES		151,596.47	1,578.31
HARRISON, KERRY K	TEACHER		75,871.40	1,508.62
HART, PATRICIA L	TEACHER		95,771.94	-
HARTIG, MARTIN	TEACHER		96,075.00	-
HARVEY, CHARLOTTE E.	TEACHER		75,282.30	-
HARWIJNE, NORA L	TEACHER		87,690.02	-
HAUT, MEGAN	TEACHER		96,101.55	-
HAWKINS, MICHELLE E	TEACHER		83,112.88	-
HEDICAN, JENNIFER	VICE PRINCIPAL		117,859.02	531.75
HESELGRAVE, IAN B	DIRECTOR OF OPERATIONS		145,696.52	546.15
HIBBERT, JENNIFER C	TEACHER		107,696.72	-
HILTON, CANDICE R	DIRECTOR OF FINANCE		132,646.25	3,792.60
HOELZLEY, STEPHEN P	TEACHER		93,914.37	-
HOLLAND, CAROL-ANNE	TEACHER		87,680.96	-

**NOTES:**

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**THE BOARD OF EDUCATION OF SCHOOL DISTRICT NO. 71 (Comox Valley)**  
**SCHEDULE OF REMUNERATION AND EXPENSES**  
**FOR THE YEAR ENDED JUNE 30, 2021**

**DETAILED EMPLOYEES > \$75,000**

<b><u>NAME</u></b>	<b><u>POSITION</u></b>		<b><u>REMUNERATION</u></b>	<b><u>EXPENSES</u></b>
HOLLAND, SHAWN T	TEACHER	\$	97,109.84	\$ -
HOLTKAMP, MARIEKE P	VICE PRINCIPAL		126,071.56	1,238.40
HOOD-TANNER, CHARLOTTE	TEACHER		96,024.98	-
HOOKER, BRENDA L	SECRETARY-TREASURER		122,182.79	15,186.21
HORNER, TIM (TIMOTHY) E.	TEACHER		96,662.18	-
HOULGRAVE, LINDA R	TEACHER		93,914.38	-
HOWEY, LINDA J	TEACHER		87,428.73	100.00
HUTCHESON, MARGARET	TEACHER		87,659.52	-
INGRAM, J. DAVID	TEACHER		91,423.30	217.00
IREDALE, AMY J	TEACHER		75,697.39	-
IRWIN, MERYL C	TEACHER		77,728.28	-
ISBISTER, KELLY L.	TEACHER		82,361.95	-
JAMIESON, ROSS	TEACHER		96,574.82	-
JANOT, NICOLE	TEACHER		86,377.11	-
JANZ, MARGOT E	TEACHER		96,075.00	-
JANZEN, GREGORY M	TEACHER		87,690.51	-
JEROME, TAMI M	TEACHER		96,101.72	207.89
JIANG, M. (JOSIE)***	SENIOR MANAGER, ISP		95,004.68	2,584.83
JOHNSON, ALBERT E	PRINCIPAL		134,406.30	-
JOHNSON, LESLEY M	TEACHER		98,191.75	1,275.42
JOKANOVICH, CAROL A	TEACHER		96,542.14	-
JONES, SARAH A	TEACHER		94,656.23	-
JONES-ADEBAR, CHERYL	PRINCIPAL		127,034.14	402.57
JUNGWIRTH, HEIDI C	TEACHER		98,254.33	-
KAVALIUNAS, ALISON S	VICE PRINCIPAL		123,886.44	2,346.48
KENNY, VERONIQUE	TEACHER		87,715.13	-
KERKHOFF, NICOLE D.	TEACHER		86,868.63	-
KERR, SARA N	TEACHER		88,056.50	-
KEYS, STEPHANIE M	TEACHER		93,267.76	-
KEYWORTH JANZEN, KRISTIE L.	TEACHER		93,722.39	-
KNEZEVICH, AMY V	TEACHER		83,894.58	-
KOCHANUK, GREGORY M***	DISTRICT PRINCIPAL, ISP		133,635.50	5,205.62
KOTAPSKI, JILL S	TEACHER		96,554.13	-
KRAFT, ANN MARIE	TEACHER		96,101.70	-
KRUEGER, DEBORA M	TEACHER		94,228.95	-
KRUTZMANN, TIMOTHY	TEACHER		95,143.41	-
KUHNERT, WAYNE A.	VICE PRINCIPAL		124,657.00	236.25
LAFORTUNE, KRISTIE M	TEACHER		87,690.76	-
LAGRANDEUR, E. PASCAL	TEACHER		77,157.96	-
LAMBERT, MICHELLE A	TEACHER		85,469.88	-
LAMONT, CHRISTOPHER J	TEACHER		93,932.43	-
LAMOUREUX, SEAN R.	PRINCIPAL		142,594.99	3,145.36
LANG, AMY R.	TEACHER		89,230.27	-

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**THE BOARD OF EDUCATION OF SCHOOL DISTRICT NO. 71 (Comox Valley)**  
**SCHEDULE OF REMUNERATION AND EXPENSES**  
**FOR THE YEAR ENDED JUNE 30, 2021**

**DETAILED EMPLOYEES > \$75,000**

<b><u>NAME</u></b>	<b><u>POSITION</u></b>		<b><u>REMUNERATION</u></b>	<b><u>EXPENSES</u></b>
LANGE, AMANDA M	TEACHER	\$	96,395.95	\$ -
LANOIX, RENE D	MANAGER OF CUSTODIAL SERVICES		83,945.34	-
LAROCQUE-WALKER, AMY L	TEACHER		108,130.16	-
LASOTA, KARLA M	TEACHER		96,101.59	-
LEBEDOFF, SARA E.	TEACHER		79,410.43	-
LEBLANC, STEPHANE T	PRINCIPAL		110,505.41	-
LECLAIR, GERARD M	TEACHER		96,075.00	-
LEE, MARY H.	MANAGER OF COMMUNICATIONS		81,741.85	703.72
LEHTON, YOLANDA M	VICE PRINCIPAL		102,919.99	722.23
LEITH-MILLS, KATHERINE	TEACHER		78,689.91	-
LEPPANEN, CATHERINE S	TEACHER		79,612.56	1,200.11
LETOURNEAU, DARRELL R	TEACHER		94,599.36	250.00
LEWIS, WADE E	TEACHER		87,666.51	-
LINEGER, PETER J.	TEACHER		88,166.81	240.00
LINGREN, KARLA A	TEACHER		96,101.67	-
LIVINGSTONE, REGAN MARGARET	TEACHER		84,717.59	-
LLOYD, LANCE	TEACHER		93,900.90	-
LLOYD, LEAH S	TEACHER		93,651.70	-
LO, DARYL S	TEACHER		95,660.04	-
LOCHHEAD, KELSEA N	TEACHER		81,417.53	-
LOCKQUELL, JOUSKA	TEACHER		95,312.35	-
LONG, DEBRA	TEACHER		96,012.53	-
LYLE, SHAWNA N	TEACHER		90,329.43	-
MACDONALD, I.GRACIE	PRINCIPAL		127,574.25	-
MACKINNON, KRISTIN A	TEACHER		86,765.41	-
MACKINNON, ROSS S.	TEACHER		75,063.25	-
MACLEAN, S. IAN	TEACHER		87,690.77	-
MACLEOD, AMBER	TEACHER		96,100.31	-
MACPHAIL, GAVIN A	TEACHER		91,164.99	-
MACPHERSON, BRENDA	TEACHER		87,690.97	-
MAJCHER, CHRISTINA P	TEACHER		96,101.56	908.83
MANN, LAURA	TEACHER		78,388.79	-
MANN, WESLEY D	TEACHER		88,388.84	-
MANNING, GEOFFREY K	ASSISTANT SUPERINTENDENT		173,070.97	1,831.67
MANSON, CATHERINE J	PRINCIPAL		133,784.70	-
MANSON, KRISTA M	TEACHER		76,897.05	2,493.87
MARCUZZI, MICHELLE A	TEACHER		81,423.44	1,373.50
MARKS, KIMBERLEY A	TEACHER		96,104.08	408.08
MARTENS, SHERRIE A	TEACHER		96,512.00	400.00
MARTINDALE, GAIL S	TEACHER		96,101.72	147.38
MASON, JESSICA B.	TEACHER		78,181.83	-
MATHER, ALISSA C	TEACHER		96,109.46	-
MATHEW, KARI A	TEACHER		78,273.27	50.00

**NOTES:**

Remuneration includes taxable benefits and represents all amounts paid in that particular year, and may include one-time payments such as retirement allowances, retro pay, and vacation pay.

Employee Expenses include payments to, or on behalf of, the employee for approved school district business expenditures such as travel, professional development, and association memberships, incurred in the normal course of activities as an employee of the Board.

**THE BOARD OF EDUCATION OF SCHOOL DISTRICT NO. 71 (Comox Valley)**  
**SCHEDULE OF REMUNERATION AND EXPENSES**  
**FOR THE YEAR ENDED JUNE 30, 2021**

**DETAILED EMPLOYEES > \$75,000**

<b><u>NAME</u></b>	<b><u>POSITION</u></b>		<b><u>REMUNERATION</u></b>	<b><u>EXPENSES</u></b>
MAWHINNEY, BRIDGET J	TEACHER	\$	96,198.00	\$ 3,249.06
MAY, PHEBE L	TEACHER		93,287.30	-
MAYERT, DAVID E	VICE PRINCIPAL		125,354.84	52.00
MAZEY, LORI	TEACHER		87,689.95	-
MCASKILL, BRIAN A.	VICE PRINCIPAL		124,594.85	420.00
MCASKILL, LEIGH-ELLEN	TEACHER		94,051.34	-
MCCALL, LEE A	TEACHER		85,519.71	-
MCCALLUM, AMY V	TEACHER		96,074.97	-
MCCANN, MAUREEN E	TEACHER		87,257.51	-
MCCOID, JULIA	TEACHER		96,187.47	-
MCDONALD, AMY L	TEACHER		87,666.66	-
MCFARLANE, JENNIFER A	TEACHER		87,666.51	-
MCKAY, SAMANTHA D	TEACHER		91,852.86	-
MCKEE, DANIEL R.	TEACHER		96,101.56	1,438.95
MCKILLICAN, DEBRA M	TEACHER		87,534.20	-
MCKILLICAN, LEE	VICE PRINCIPAL		124,676.96	420.00
MCLAUGHLIN, JOHNATHAN D	TEACHER		77,261.75	-
MCMATH, C. ROBERT J	TEACHER		96,101.58	-
MCRAE, DILLON S	TEACHER		77,703.08	-
MCRAE, DON	VICE PRINCIPAL		119,981.89	-
MCRAE, MURRAY	PRINCIPAL		137,822.88	350.00
MERRICK, DAVID B	TEACHER		88,898.05	-
MERRITT, PAMELA J	TEACHER		96,101.70	-
MEYER, PAULINE E	TEACHER		95,847.19	1,591.28
MILLER, DAVID R	TEACHER		96,100.95	736.31
MILLER, KATELIN E	TEACHER		82,045.13	1,354.11
MILLER, LAURA R	TEACHER		82,640.18	1,031.79
MILLS, DWAYNE R	VICE PRINCIPAL		97,421.82	-
MOIR, SANDRA L	TEACHER		77,082.25	859.80
MOLLERUP, KJERYN	TEACHER		93,617.79	-
MONITA, A. CANDA	TEACHER		91,426.94	-
MONKS, DALE J	TEACHER		96,728.84	-
MONKS, EILEEN K	TEACHER		96,101.55	-
MONTESS, DENISE A	TEACHER		87,969.24	-
MOORE, ADRIENNE J	TEACHER		80,321.91	757.32
MOORE, GREGORY W	TEACHER		87,666.57	-
MOORE, NICHOLAS R	TEACHER		96,075.02	-
MORRIS, STEPHANIE L	TEACHER		96,105.36	51.63
MOWBRAY, MICHELLE J.	VICE PRINCIPAL		103,639.05	770.00
MTAWALI, CROSBY	TEACHER		87,691.51	-
MTAWALI, PAVOLA S.	TEACHER		87,428.68	-
MUDGE, SANDRA E.	TEACHER		86,968.12	-
MULLIS, MELISSA B	TEACHER		96,079.04	-

**NOTES:**

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**THE BOARD OF EDUCATION OF SCHOOL DISTRICT NO. 71 (Comox Valley)**  
**SCHEDULE OF REMUNERATION AND EXPENSES**  
**FOR THE YEAR ENDED JUNE 30, 2021**

**DETAILED EMPLOYEES > \$75,000**

<b><u>NAME</u></b>	<b><u>POSITION</u></b>		<b><u>REMUNERATION</u></b>	<b><u>EXPENSES</u></b>
MULROONEY, VICTORIA E	TEACHER	\$	87,690.76	\$ -
MUNRO, CHARITY A	TEACHER		95,327.23	-
MUNRO, DAVID J	TEACHER		96,100.96	-
MURCHESON, KIMBERLEY D	TEACHER		96,101.39	-
MURGATROYD, JANE E	TEACHER		87,696.92	-
MURPHY, LISA M	TEACHER		87,690.76	-
MURPHY, WHITNEY E.	TEACHER		76,108.18	-
NELSON, A. LUCY	TEACHER		93,885.38	-
NELSON, DARRYL S	TEACHER		87,666.52	2,735.37
NELSON, DEBBIE A.	TEACHER		98,644.26	643.03
NELSON, DERRICK S	TEACHER		96,101.52	-
NEUFER, KARLA	TEACHER		96,101.56	-
NGUYEN, THAI J	TEACHER		77,769.72	-
NICHOL, LINA S	TEACHER		87,690.90	-
NIJHOFF, JACQUES	TEACHER		96,074.99	277.17
NOEL, MELISSA R	TEACHER		80,854.09	-
NOLIN, SARAH J	TEACHER		87,572.08	-
NOWELL, CHRIS W	TEACHER		93,888.39	-
NYE, KARI	TEACHER		93,916.90	-
ODEGAARD, KIRSTEN A	TEACHER		92,342.37	-
OLSON, CRAIG D.	TEACHER		93,914.50	-
OLSON, RONALD L	TEACHER		96,101.56	-
ORD, SHELLEY	VICE PRINCIPAL		121,209.02	-
ORR, CORY A	TEACHER		87,693.99	-
OTTO, PAUL J	TEACHER		89,371.14	-
PAHL, SIMMY	TEACHER		96,074.75	-
PARE, EVA	TEACHER		96,298.79	-
PARRISH, CAROLINE F	TEACHER		87,666.45	-
PARRY, KELLY L	TEACHER		78,585.40	-
PATEMAN, BRIAR N	TEACHER		81,772.05	-
PATTERSON, DEAN M	PRINCIPAL		143,127.89	350.00
PATTISON, SEAN M	TEACHER		85,392.99	-
PAUL, STACEY M	TEACHER		87,704.41	-
PEARCE, JOAN T.	TEACHER		110,892.04	282.80
PEARSON, ANDREW J	TEACHER		96,079.05	-
PEDDLE, BETH M.	TEACHER		79,049.57	-
PEDERSON, TRACY C	DISTRICT PRINCIPAL, INCLUSIVE EDUCATION		132,979.54	724.11
PENDAK, JESSE J	TEACHER		87,701.08	-
PERRY, LISA M	TEACHER		95,785.58	-
PETA, LINDA G	TEACHER		87,690.13	-
PETERS, JORDAN J	TEACHER		96,074.68	-
PETTIGREW, GRAYSON E	TEACHER		87,666.81	142.75
PHILLIPS, ANDREW J	TEACHER		103,739.40	-

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**THE BOARD OF EDUCATION OF SCHOOL DISTRICT NO. 71 (Comox Valley)**  
**SCHEDULE OF REMUNERATION AND EXPENSES**  
**FOR THE YEAR ENDED JUNE 30, 2021**

**DETAILED EMPLOYEES > \$75,000**

<b><u>NAME</u></b>	<b><u>POSITION</u></b>		<b><u>REMUNERATION</u></b>	<b><u>EXPENSES</u></b>
PHILLIPS, TODD	TEACHER	\$	95,657.21	\$ -
PILOTE, NICOLE M	TEACHER		96,101.55	-
POPE, ERIN D.	TEACHER		93,446.08	-
POPIEL, SHARENE	TEACHER		77,530.68	-
PORTER, JOSHUA W	DIRECTOR OF INFORMATION TECHNOLOGY		130,723.80	876.27
POWELL, SHEILA M.	MANAGER OF HUMAN RESOURCES		103,045.11	-
PRATT, ALISSA J	VICE PRINCIPAL		121,074.32	327.28
PRESCOTT, ROBERT W	TEACHER		95,838.45	-
PROUDFOOT, MOLLY C	MANAGER OF CAPITAL PROJECTS		95,961.59	1,438.05
QUACKENBUSH, NANCY J	TEACHER		106,612.86	-
QUIRING, JODY M.	TEACHER		96,118.79	1,876.09
RALPH, KRISTA M	TEACHER		87,666.52	-
RANDALL, DAVID	TEACHER		83,715.78	-
RANKIN, JENNIE	TEACHER		78,119.43	1,946.52
REA, SUZANNE P	TEACHER		93,914.52	-
REBITT, PAUL R	TEACHER		94,613.81	120.00
REHNBY, KIRSTEN R	TEACHER		93,914.36	-
REIMER, COLLEEN M.	TEACHER		81,668.06	-
REINTGEN, CLAUDIA K	TEACHER		87,690.91	-
RICHARDS, TRACY M	TEACHER		96,101.52	459.88
RICKSON, MARY	TEACHER		96,075.33	-
RILEY, JENNIFER C.	TEACHER		90,051.51	26.68
RIPPEL, NICOLE J	TEACHER		87,690.97	-
ROBERTSON, GAIL	TEACHER		89,437.38	-
ROBERTSON, HEATHER A	PHYSIOTHERAPIST		94,766.67	1,298.14
RONDOW, JANE E.	TEACHER		79,688.58	704.54
ROY, RUSSEL G.	MANAGER, HEALTH & SAFETY		93,172.52	332.91
ROY, STEPHANE J	TEACHER		87,666.51	-
RUDOLPH, ELIZABETH M	TEACHER		87,690.76	-
RUSSELL-ATKINSON, ROBERT H	TEACHER		80,146.28	-
RYAN, NANCY J	TEACHER		87,794.61	-
RYAN, TARA	TEACHER		96,101.53	2,624.85
SALZMANN, THOMAS (TOM) G.	TEACHER		96,132.62	-
SAYSOMSACK, SHARI L	TEACHER		84,288.18	200.00
SCHECK, LISA	PRINCIPAL		137,692.09	196.00
SCHULTZ, JOCELYN M	TEACHER		96,101.59	-
SEDUNOW, TANYA M	TEACHER		75,730.69	-
SEQUEIRA, FELIPE A	TEACHER		96,100.48	-
SEYMOUR, ALEXANDRA	TEACHER		77,137.34	-
SHATZ, ESTHER	DIRECTOR OF INCLUSIVE EDUCATION		168,334.93	1,074.56
SHIELDS, JULIE C	PRINCIPAL		138,388.48	24.12
SIEBER, LEISA C	TEACHER		81,677.99	-
SIRRS, KATHERINE E	TEACHER		96,101.70	-

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**THE BOARD OF EDUCATION OF SCHOOL DISTRICT NO. 71 (Comox Valley)**  
**SCHEDULE OF REMUNERATION AND EXPENSES**  
**FOR THE YEAR ENDED JUNE 30, 2021**

**DETAILED EMPLOYEES > \$75,000**

<b><u>NAME</u></b>	<b><u>POSITION</u></b>		<b><u>REMUNERATION</u></b>	<b><u>EXPENSES</u></b>
SMITH, BRADLEY	TEACHER	\$	90,955.86	\$ -
SMITH, MELANIE C	TEACHER		93,916.42	228.91
SPEARMAN, ERIKA M	TEACHER		84,772.61	-
SPRUIT, JAMES A	TEACHER		90,300.00	-
STEVENS, BRIAN	TEACHER		96,101.50	240.00
STIRRETT, LINDA M	TEACHER		87,690.90	558.72
STREIT, CHRISTIAN P.	TEACHER		96,132.67	662.50
STRIDE, DOREEN R	TEACHER		87,665.76	-
SULEK, REBECCA(BECKY) A	TEACHER		110,293.43	-
SWANSON, RICHARD A	TEACHER		98,375.38	-
SWIFT, LYNN S	TEACHER		95,838.44	799.61
TAIJI, KARMA	VICE PRINCIPAL		121,839.25	1,125.71
TANNANT, SHANNON(RUSTY) R	TEACHER		95,998.47	-
TATTRIE, JAMES(JIM) A	TEACHER		96,101.56	-
TAYLOR, JEFF D	PRINCIPAL		142,365.39	1,274.90
TAYLOR, JINA L	TEACHER		87,690.76	-
TAYLOR, MARK S	TEACHER		87,689.64	-
TERREY, ELISSA J	TEACHER		83,035.63	-
THORSON, DAWNN R	TEACHER		91,400.63	-
TIMMS, KYLE S.	PRINCIPAL		135,396.20	613.82
TOBACCA, BLAKE G	TEACHER		92,144.53	-
TRAN, SHANNON M	TEACHER		87,690.78	-
TREMBLAY, JOEL E	TEACHER		96,034.08	-
TRUANT, CAITLIN E.	TEACHER		81,254.15	-
TURNER, TORIL E	TEACHER		93,914.38	-
VAN DER REE, CHRISTINE	PRINCIPAL		134,846.28	286.25
VAN HOLDERBEKE, CHRISTINE R	TEACHER		96,101.58	-
VAN HOLDERBEKE, ROBIN L	TEACHER		92,707.95	-
VATON, PAULETTE M	TEACHER		95,921.39	-
VEARY, LAURA F	TEACHER		96,368.06	-
VERKLEY, JEFFREY T	TEACHER		96,101.56	-
VERNON, ROGER J	TEACHER		84,064.43	-
VINCENT, LAURIE J.	TEACHER		93,944.78	-
VOLKERS, RIA C	TEACHER		84,531.96	-
VON WARTBURG, JEFFERY (JEFF) C	TEACHER		82,779.64	-
WALKLEY, ALISON	TEACHER		96,101.57	-
WALTERS, CAROL	TEACHER		98,977.85	-
WATSON, WENDY	TEACHER		88,864.02	-
WATT, CHRISTINE E	TEACHER		96,109.37	-
WEBSTER BRENNER, LEANNE C.	TEACHER		76,893.82	-
WEISS, DAVID C	TEACHER		94,719.59	-
WELBOURN, RACHEL H	TEACHER		96,101.56	-
WELLS, NICOLE E.	TEACHER		79,177.95	-

**NOTES:**

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**THE BOARD OF EDUCATION OF SCHOOL DISTRICT NO. 71 (Comox Valley)**  
**SCHEDULE OF REMUNERATION AND EXPENSES**  
**FOR THE YEAR ENDED JUNE 30, 2021**

**DETAILED EMPLOYEES > \$75,000**

<b><u>NAME</u></b>	<b><u>POSITION</u></b>	<b><u>REMUNERATION</u></b>	<b><u>EXPENSES</u></b>
WIEST, MICHELLE L	TEACHER	\$ 93,888.39	\$ -
WILLANS, DEIRDRE D	TEACHER	96,101.57	-
WILLIAMS, GEOFF G	TEACHER	87,682.78	-
WILLIAMS, LISA S	TEACHER	91,666.44	-
WILLIAMS, NICHOLAS F	TEACHER	87,690.79	-
WILLIAMSON, HOLLY V	TEACHER	81,379.64	-
WILLMS, HEATHER K.	TEACHER	96,094.57	2,527.70
WILSON, ANDREA L	OCCUPATIONAL THERAPIST	94,286.98	1,861.91
WILSON, MYRA L	TEACHER	86,405.30	-
WOLTERS, LUCINDA G	PRINCIPAL	126,294.30	1,000.00
WOODLEY, DAVID A	GROUPS CHARGEHAND	76,362.84	-
WOODS, COREY E	TEACHER	77,154.53	-
WRIGHT, JUDITH C	TEACHER	91,904.67	-
WULFF, CHRIS J	TEACHER	87,690.77	-
YOUNG, ANDREW	TEACHER	96,101.56	-
ZADVORNY, MATHEW M	TEACHER	96,098.07	-
ZIMMER, MELANIE	TEACHER	96,100.76	-
ZIRKL, HEIDI E	TEACHER	96,050.26	-
ZSOLDOS, LILI A	TEACHER	96,101.43	1,493.58

**TOTAL FOR EMPLOYEES WHOSE TOTAL REMUNERATION >= \$75,000** **\$ 42,698,101.31** **\$ 124,008.67**

**TOTAL FOR EMPLOYEES < \$75,000.00** **\$ 34,573,045.50** **\$ 84,405.25**

**TOTAL EMPLOYEE REMUNERATION** **\$ 77,271,146.81** **\$ 208,413.92**

**EMPLOYERS PORTION OF EI AND CPP** **\$ 4,198,752.81**

\*\*\*Includes travel expenses for International Student Recruitment

Prepared as required by Financial Information Regulation , Schedule 1, Section 6

**NOTES:**  
 Remuneration includes taxable benefits and represents all amounts paid in that particular year, and may include one-time payments such as retirement allowances, retro pay, and vacation pay.  
  
 Employee Expenses include payments to, or on behalf of, the employee for approved school district business expenditures such as travel, professional development, and association memberships, incurred in the normal course of activities as an employee of the Board.

**School District  
Statement of Financial Information (SOFI)**

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

**Fiscal Year Ended June 30, 2021**

**STATEMENT OF SEVERANCE AGREEMENTS**

There were no severance agreements made between School District No.71 (Comox Valley) and its non-unionized employees during fiscal year 2021.

Prepared as required by *Financial Information Regulation*, Schedule 1, subsection 6(7)

**THE BOARD OF EDUCATION OF SCHOOL DISTRICT NO. 71 (Comox Valley)**  
**SCHEDULE OF PAYMENTS FOR GOODS AND SERVICES**  
**YEAR ENDED JUNE 30, 2021**

<b><u>SUPPLIERS WITH PAYMENTS &gt;= \$25,000</u></b>	<b><u>AMOUNT PAID</u></b> <b><u>DURING FISCAL</u></b> <b><u>YEAR</u></b>
3P LEARNING CANADA LTD.	\$ 36,944.53
AASE ROOF INSPECTION LTD.	44,763.69
ABOVE & BEYOND TREE SERVICE	66,176.25
ACKLANDS - GRAINGER INC.	39,954.23
AFC INDUSTRIES LTD.	5,494,032.81
AMAZON.COM/ AMAZON.CA	296,586.16
ANDREW SHERET LIMITED	161,461.64
APPLE CANADA INC.	69,284.11
ARBUTUS MUSIC	47,836.29
AURORA ROOFING LTD.	52,488.14
B.C. HARDWOOD FLOOR CO. LTD.	42,792.75
B.C. HYDRO & POWER AUTHORITY	814,437.24
B.C. TEACHERS FEDERATION (SIP)	969,887.06
B.C. TEACHERS FEDERATION (DUES)	844,022.88
BARAGAR ENTERPRISES LTD.	26,145.00
BARTLE & GIBSON CO LTD.	88,278.77
BC PRINCIPALS & VICE PRINCIPALS ASSOCIATION	58,318.88
BC FERRIES INCORPORATED	26,911.87
BC SCHOOL TRUSTEES ASSOCIATION	49,098.86
BRADLEY SHUYA ARCHITECT INC	310,143.74
BULKLEY VALLEY COLLABORATIVE	38,943.00
BUNZL CLEANING & HYGIENE	406,388.34
CANWEST MECHANICAL INC	29,909.95
CASCADE FACILITIES MGMT CONSUL	44,019.49
CDI COMPUTER DEALERS INC.	25,592.26
CDTA - TEACHER - PRO-D	168,409.31
CENTAUR PRODUCTS INC.	33,468.75
CENTRAL BUILDERS - HOME HARDWARE	52,507.84
CITY ELECTRIC SUPPLY	50,227.33
COMMUNITEK INC.	431,230.24
COMOX DISTRICT TEACHERS ASSOCIATION	351,505.91
COMOX VALLEY CHILD DEVELOPMENT	29,700.00
COMOX VALLEY REGIONAL DISTRICT	53,463.85
COMPASS ADVENTURE (SURF S.U.P)	34,376.99
COSTCO WHOLESALE #1092	110,976.87
COURTENAY, CITY OF	537,963.13
CUPE NATIONAL	399,247.00
CURRENT ENVIRONMENTAL	65,307.09
CV PRINCIPALS & VICE-PRINCIPALS ASSOCIATION	39,696.59
DENMAN ISLAND COMMUNITY EDUCATION SOCIETY	26,000.00
DESJARDINS SECURITE FINANCIERE	87,063.46
DMS TECHNOLOGIES INC.	31,290.00
DYNAMIC SPECIALTY VEHICLES	115,610.88
E.B. HORSMAN & SON LIMITED	79,170.32
EDYNAMIC LEARNING	45,832.50
EECOL ELECTRIC (SASK.) LTD.	46,904.92
EMTERRA ENVIRONMENTAL	62,255.42
ESC AUTOMATION	918,716.92
FIRSTCANADA ULC	2,111,502.73
FOCUSED EDUCATION RESOURCES	27,338.70
FOLLETT SCHOOL SOLUTIONS, INC.	51,282.32
FOOTPRINTS SECURITY PATROL INC.	49,592.95
FORTISBC ENERGY (VANCOUVER ISLAND) INC.	397,435.83
GLOBAL INDUSTRIAL CANADA, INC.	28,292.43
GOVERNMENTFRAMEWORKS.COM INC.	63,000.00

**THE BOARD OF EDUCATION OF SCHOOL DISTRICT NO. 71 (Comox Valley)**  
**SCHEDULE OF PAYMENTS FOR GOODS AND SERVICES**  
**YEAR ENDED JUNE 30, 2021**

<b><u>SUPPLIERS WITH PAYMENTS &gt;= \$25,000</u></b>	<b><u>AMOUNT PAID</u></b> <b><u>DURING FISCAL</u></b> <b><u>YEAR</u></b>
GREEN ROOTS PLAY EQUIPMENT INC.	\$ 36,817.76
GUARD.ME INTERNATIONAL INSURANCE	48,987.50
H2OPS WATER SERVICES LTD.	70,592.82
HAWKTREE SOLUTIONS	36,305.80
HEATHERBRAE BUILDERS CO LTD.	11,511,758.35
HITEC PRINTING/BRAZEN	68,047.27
HOMWOOD HEALTH INC.	120,974.02
IBM CANADA LTD.	1,020,394.48
INDIGO BOOKS & MUSIC	31,018.51
INLAND KENWORTH PARTNERSHIP	233,893.71
INNOV8 DIGITAL SOLUTIONS	25,259.80
INSIGHT CANADA INC.	119,030.83
INSTRUCTURE INC.	177,696.96
INTEGRAL GROUP CONSULTING (BC)	137,994.95
INTER-CO DIVISION 10 INC (RICHELIEU)	48,975.14
INTRADO CANADA INC.	32,081.28
IREDALE ARCHITECTURE	315,264.84
ISLAND CLEANING SUPPLIES	81,772.15
ISLAND TIMBER FRAME	269,443.01
J WATERS ELECTRIC LTD.	52,376.21
JONATHAN MORGAN & COMPANY LTD.	76,952.49
KANADAPLUS STUDENT SERVICES INC.	34,300.00
KEV SOFTWARE INC. / KEV GROUP	38,884.16
KIWICO.COM	92,786.70
KMS TOOLS & EQUIPMENT LTD. (COQUITLAM)	33,483.34
KONICA MINOLTA BUSINESS SOLUTIONS	121,978.77
LACASSE CONSTRUCTION LTD.	121,189.95
LEARNING A-Z	25,893.91
LONG & MCQUADE LIMITED	25,749.88
LWA CONSULTING LTD.	62,327.58
MACDONALD HAGARTY ARCHITECTS LTD.	73,033.53
MADILL - THE OFFICE COMPANY	29,694.48
MCELHANNEY LTD.	62,400.06
MIDLAND TOOLS (COURTENAY)	35,613.96
MINISTER OF FINANCE (CDP)	9,100,000.00
MINISTER OF FINANCE (CLIMATE ACTION)	51,817.50
MINISTER OF FINANCE (HEALTH FEE)	47,700.00
MINISTER OF FINANCE (TEACHER REGULATION)	61,040.00
MINISTRY OF FINANCE (EHT)	1,423,525.41
MKM PROJECTS LTD.	897,287.99
MONK OFFICE SUPPLY LTD. (VICTORIA)	43,880.39
MORNEAU SHEPELL LTD.	58,961.04
MOUNTAIN VALLEY PAVING	263,295.01
MUCHALAT MODULARS 2018 LTD.	1,393,846.90
MUIR ENGINEERING LTD.	49,887.56
NELSON ROOFING & SHEET METAL LTD.	559,755.53
NORTH ISLAND COLLEGE (COURTENAY)	152,830.88
NORTHERN COMPUTER	526,133.86
NUKO	320,199.90
PACIFIC BLUE CROSS	3,131,888.84
PBX DATA TECH INC.	157,617.97
PENINSULA CO-OP	108,500.99
PENTICTON EXCEL	282,986.66
PHILLIPA ATWOOD ARCHITECT	27,983.28
PILON TOOL RENTALS (1972) LTD.	29,335.51

**THE BOARD OF EDUCATION OF SCHOOL DISTRICT NO. 71 (Comox Valley)**  
**SCHEDULE OF PAYMENTS FOR GOODS AND SERVICES**  
**YEAR ENDED JUNE 30, 2021**

<u>SUPPLIERS WITH PAYMENTS &gt;= \$25,000</u>	<u>AMOUNT PAID</u> <u>DURING FISCAL</u> <u>YEAR</u>
POWERSCHOOL CANADA LTD.	\$ 133,794.85
PRICES LOCK & SAFE	38,688.02
PUBLIC EDUCATION BENEFITS	1,091,002.75
REAL CDN SUPERSTORE #1	31,690.18
RIDGELINE MECHANICAL LTD.	764,220.00
ROBOTIX EDUCATION	33,873.34
ROSETTA STONE LTD.	105,212.24
SCHOLANTIS LEARNING SYSTEMS INC.	33,993.75
SIGNATURE WEST FLOOR & WINDOW FASHION INC.	30,926.95
SLEGG BUILDING MATERIALS	33,378.64
SOFT CHOICE CORPORATION	72,288.57
STAPLES ADVANTAGE CAN (CORPORATE EXPRESS)	148,257.63
STAPLES.CA	42,673.05
STRONG NATIONS PUBLISHING INC.	44,119.96
STUDYFORGE	38,750.00
SUPERIOR PROPANE INC.	41,252.61
SYSCO FOOD SERVICES	44,541.18
TEACHERS FILE	165,096.47
TELUS COMMUNICATIONS (BC) INC.	71,061.25
TELUS MOBILITY CELLULAR INC.	51,981.89
TEMPRITE CLIMATE SOLUTIONS LTD.	60,874.57
THE HOME DEPOT #7177	95,742.88
TIPPIN POINT CONTRACTING LTD.	57,904.05
TOWER FENCE PRODUCTS LTD.	28,680.80
TOWN OF COMOX	50,381.32
TRIBUNE BAY OUTDOOR EDUCATION SOCIETY	46,437.50
TURNING POINT RESOLUTIONS INC.	26,781.69
UNITED FLOORS	47,500.80
VALLEY SEPTIC SERVICES	27,843.90
VANCOUVER PUBLIC EDUCATION ALLIANCE CORP.	304,475.00
VIKING FIRE PROTECTION	25,068.85
WACHIAY STUDIO	49,556.35
WESTCOAST ROOF INSPECTION SERVICES LTD.	27,469.63
WESTERN CAMPUS RESOURCES	43,431.03
WESTISLE HEATING & COOLING	107,009.51
WORKSAFEBC	623,781.10
<b>TOTAL FOR SUPPLIERS WITH PAYMENTS &gt;= \$25,000</b>	<b><u>\$ 55,184,979.95</u></b>
<b>TOTAL FOR SUPPLIERS WITH PAYMENTS &lt; \$25,000</b>	<b><u>\$ 5,719,612.02</u></b>
<b>TOTAL PAYMENTS FOR GOODS AND SERVICES</b>	<b><u>\$ 60,904,591.97</u></b>

Prepared as required by Financial Information Regulation , Schedule 1, Section 7



**THE BOARD OF EDUCATION OF SCHOOL DISTRICT NO. 71 (Comox Valley)**  
**RECONCILIATION AND EXPLANATION OF DIFFERENCES TO THE AUDITED FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED JUNE 30, 2021**

**EXPLANATION OF DIFFERENCES**

The Schedule of Payments for the Provision of Goods and Services and Remuneration and Expenses differs from the financial statements in the following ways:

- 100% of GST paid to suppliers is included, whereas the financial statement expenditures are net of the GST rebate.
- Third party recoveries of expenses from PAC and school fundraising activities may not all be adjusted for in the schedules.
- Employee benefits may be duplicated in the schedule of payments where also reported in employee remuneration.
- Travel expenses that are paid directly to suppliers may be duplicated in employee expenses.
- List of payments to suppliers does not include foreign currency payments to US suppliers while the expenditures in the financial statements reflect the costs of any foreign currency payment.
- Other miscellaneous cost recoveries that may not have been deducted from scheduled payments.
- Holdbacks relating to Capital Projects may be accrued, however, not included in the schedule of payments for goods and services and holdbacks recorded in a prior year may be included in the schedule of payments for goods and services.
- Amounts paid by recovery from Ministry of Education operating grants for School Protection Plan Insurance, Digital Services, Next Generation Network, MyEd BC, and Capital Asset Management System are included in Services and Supplies expenditures in the financial statements, whereas they are not included in this schedule.
- The financial statements are reported on an accrual basis, and include payroll liabilities that are not reflected in the schedule of remuneration and expenses, and accounts payable balances that are not reflected in the schedule of payment for goods and services.
- Changes in liability balances from year to year affect the financial statement expenditures but not the scheduled payments which are reported on a cash basis.



**Comox Valley Schools**

A Community of Learners

INNOVATIVE • INQUISITIVE • INCLUSIVE

**Comox Valley Schools**

School District No. 71

**BRIEFING NOTE**

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**TO: The Board of Education**

**DATE: December 14, 2021**

**FROM: Kat Hawksby**

**RE: Recommendation – Truth and Reconciliation Week**

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**PURPOSE:**

Phyllis Wabsteads Orange Shirt Day this year September 30th, 2021, marked the first National Day for Truth and Reconciliation. This day of remembrance is meant to honour the survivors of the Residential School system and remember those who did not.

As we start each new school year the last week in September will be the kickoff point to honour Orange Shirt Day and Residential School Survivors, followed by the MMIWG Red Dress campaign, and the Walk for Wenjack Secret Path week in October. My hope is that by declaring this to be Truth and Reconciliation week it will serve as a launching point for all our SD71 Comox Valley Schools commitments to reconciliATIONS throughout the year.

**RECOMMENDATION:**

*THAT the Board of Education for School District No.71 (Comox Valley) declares the last week of September annually as Truth and Reconciliation week.*

Respectfully submitted,

*Kat Hawksby*

Kat Hawksby  
Trustee

## Board Committees 2021-2022

### Board Standing Committees

<b>Finance Committee</b>	Trustee: Janice Caton (Chair) Trustee: Tonia Frawley Trustee: Sheila McDonnell
<b>Policy Committee</b>	Trustee: Kat Hawksby (Chair) Trustee: Janice Caton Trustee: Michelle Waite
<b>Labour Relations Committee</b>	Trustee: Sheila McDonnell (Chair) Trustee: Kat Hawksby
<b>Community Engagement Committee</b>	Trustee: Sheila McDonnell (Chair) Trustee: Sarah Jane Howe Trustee: Cristi May Sacht
<b>Facilities Committee</b>	Trustee: Sarah Jane Howe (Chair) Trustee: Tonia Frawley Trustee: Michelle Waite

### Board Standing Committee - Sub-Committees

<b>Finance Sub-Committee – Budget Advisory</b> Meets January - June	Trustee: Sheila McDonnell (Chair) Trustee: Janice Caton Trustee: Tonia Frawley
<b>Finance Sub-Committee - Audit</b> Meets twice at year end	Trustee: Sheila McDonnell (Chair) Trustee: Cristi May Sacht Trustee: Kat Hawksby

### External Committees (Elected)

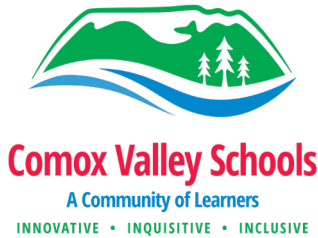
<b>BCSTA Provincial Council</b>	Trustee: Janice Caton Alternate: Sarah Jane Howe
<b>BCPSEA</b>	Trustee: Sheila McDonnell Alternate: Kat Hawksby

### Other Board Committees

<b>Indigenous Education Council</b>	Trustee: Kat Hawksby 2 <sup>nd</sup> Trustee representative on a rotating basis  December: Kat Hawksby & Tonia Frawley January: Kat Hawksby & Michelle Waite February: Kat Hawksby & Sarah Jane Howe March: Kat Hawksby & Sheila McDonnell April: Kat Hawksby & Janice Caton May: Kat Hawksby & Cristi May Sacht June: Kat Hawksby & Tonia Frawley September: Kat Hawksby & Tonia Frawley October: Kat Hawksby & Michelle Waite November: Kat Hawksby & Sarah Jane Howe
<b>Professional Development Committee</b>	Trustee: Sheila McDonnell Alternate: Kat Hawksby
<b>District Calendar Committee</b> Meets as needed	Trustee: Tonia Frawley
<b>District Parent Advisory Committee</b>	2 <sup>nd</sup> Trustee Representatives on a rotating basis Lead contact is the Board Chair  December: Tonia Frawley, Cristi May Sacht & Michelle Waite January: Tonia Frawley, Janice Caton February: Sarah Jane Howe & Sheila McDonnell March: Michelle Waite & Kat Hawksby April: Janice Caton & Cristi May Sacht May: Sheila McDonnell & Kat Hawksby June: Tonia Frawley & Sarah Jane Howe September: Tonia Frawley & Michelle Waite October: Janice Caton & Sarah Jane Howe November: Sheila McDonnell & Kat Hawksby
<b>Tribune Bay Outdoor Education Society</b>	Trustee: Sheila McDonnell Alternate: Kat Hawksby
<b>CVRD Comox Valley Sports Centre Commission</b>	Trustee: Sarah Jane Howe Alternate: Michelle Waite
<b>CVRD Integrated Regional Transportation Select Committee</b>	Trustee: Sheila McDonnell Alternate: Sarah Jane Howe
<b>Comox Valley Social Planning Society</b>	Trustee: Sheila McDonnell Alternate: Cristi May Sacht

## Trustee School Liaisons 2020-21

SCHOOL	TRUSTEE
Airport Elementary	Cristi May Sacht / Tonia Frawley
Arden Elementary	Sarah Jane Howe
Aspen Park Elementary	Tonia Frawley
Brooklyn Elementary	Michelle Waite
Courtenay Elementary	Kat Hawksby
Denman Island Community	Sheila McDonnell
Ecole Puntledge Park Elementary	Janice Caton
Ecole Robb Road Elementary	Michelle Waite
Hornby Island Community	Sheila McDonnell
Huband Park Elementary	Michelle Waite
Miracle Beach Elementary	Janice Caton
Queneesh Elementary	Tonia Frawley
Royston Elementary	Sheila McDonnell
Valley View Elementary	Janice Caton
Cumberland Community	Sarah Jane Howe
Highland Secondary	Tonia Frawley
G.P. Vanier Secondary	Kat Hawksby
Glacier View Learning Centre	Sheila McDonnell
Lake Trail Community	Sarah Jane Howe
Mark R. Isfeld Secondary	Michelle Waite
NIDES - Navigate	Janice Caton
Nala'atsi School	Kat Hawksby



**BRIEFING NOTE**

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**TO:** Board of Education **DATE:** Dec 14<sup>th</sup>, 2021  
**FROM:** Ian Heselgrave, Director of Operations  
**RE:** **LRFP Option A Solutions Update – December 2021**

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**Purpose**

To update the Board of Education on the Long-Range Facility Plan Update Option A solutions.

**Background**

The Facilities committee undertook an update to the Long-Range Facilities Plan (LRFP) in 2020-21. As a result of the updated plan, the Board of Education passed the following motion at the June 22<sup>nd</sup> Board meeting:

Motion: *THAT the Board of Education approve the Long-Range Facilities Plan (LRFP) 2021- 2031, as presented, thus supporting Option A. [Caton/May Sacht] CARRIED*

In addition, at the same meeting the Secretary Treasurer gave a verbal update on Boundary Adjustments:

**Boundary Adjustments** - *Verbal Report Secretary-Treasurer, Brenda Hooker provided information on the increasing enrollment that is exceeding the expectations presented in February. Some boundary adjustments may need to be considered. This is notice that some recommendations may be brought forward at the September board meeting around boundary catchments, new developments/subdivisions in the Valley and what their catchment schools would be.*

**Analysis**

The most pressing area of concern in the district in terms of current and future school capacity challenges is the southern end of the school district particularly Royston Elementary and Cumberland Community School.

Southern end of the School District. Synopsis of the challenge:

- Royston – at 310 students. One year ahead of projected growth pattern. School operating capacity is 205 plus four modulars gives 305 capacity. Sewage system capacity is 320 students. School infrastructure at Royston (gym, hallways, washrooms) are limited. At Royston all the recommendations from the Feb 2020 report have been implemented and there are no further options available to expand capacity without addressing septic capacity.

- Cumberland – at 570 students. Slightly below projected growth patterns. School operating capacity is 545 plus two modulars gives 595 capacity. Two open classrooms at present. Lack of available housing (higher prices for starter homes). There is space available on the school site for additional modulars.

Options to resolve the challenge:

- Boundary adjustment that shifts the Courtenay Elementary catchment boundary further south (include parts of Fraser road, Comox Logging Road, South Island Highway and Ridge development). This is a longer-term solution that will lead to more balanced enrollments amongst district elementary schools. It will require the addition of a bus route.
- Move Royston grade six students to Cumberland. This will very likely require the addition of modulars at Cumberland Community School and perhaps revisiting Grade structure.
- Undertake the replacement of the sewage treatment plant and add modulars to Royston Elementary. A project to procure and replace the sewage treatment will likely take 12 months to complete. The CVRD will not issue building permits for additional modulars until there is increased sewage treatment plant capacity.

**Recommendation**

It is recommended that this briefing note be received by the Board of Education as information. It is further recommended that the Board select a preferred option to address the school space challenges in the southern end of the school district. The selected option may then be posted for public feedback.

Respectfully submitted,

*Ian Heselgrave*

Ian Heselgrave  
Director of Operations