

REGULAR BOARD MEETING MINUTES
Tuesday, September 26, 2023
7:00pm

Attendance In Person:

Trustees:

Michelle Waite, Board Chair
Susan Leslie, Vice Chair
Chelsea McCannel-Keene, Trustee
Cristi May Sacht, Trustee
Shannon Aldinger, Trustee
Sarah Jane Howe, Trustee
Janice Caton, Trustee

Staff:

Dr. Jeremy Morrow, Superintendent of Schools
Dr. Russell Horswill, Acting Secretary-Treasurer
Jay Dixon, Director of Instruction
Vivian Collyer, Director of Instruction
Sean Lamoureux, Director of Inclusive Education
Candice Hilton, Director of Finance
Craig Sorochan, Manager of Communications

Regrets:

Recording Secretary: Heidi Bell, Sr. Executive Assistant

1. Call to Order

Board Chair, Michelle Waite called the meeting to order at 7:02 pm.

2. Welcome Ramona Johnson, K'ómoks First Nation Elder - Gift Presentation

K'ómoks First Nation Elder, Ramona Johnson welcomed the Superintendent to the district. Romona gifted the district with a circle eagle rug, designed by a young Salish artist. The eagle represents peace and friendship and has been placed in the middle of the School District Board Office, Board Room.

3. Adoption of Agenda

Motion:

THAT the Board of Education of School District No.71 (Comox Valley) adopt the September 26, 2023, Regular Board Meeting Agenda as presented.

[Caton/May Sacht]

CARRIED

4. Board Meeting Minutes

Pages 1-6

Motion:

THAT the Board of Education of School District No.71 (Comox Valley) adopt the June 27, 2023, Regular Board Meeting Minutes as presented.

[Caton/Aldinger]

CARRIED

5. Unfinished Business - None

6. Record of In-Camera Meetings / Reports

Pages 7-8

- May 23, 2023 – Special In-Camera Meeting
- May 30, 2023 – Special In-Camera Meeting
- June 14, 2023 – Special In-Camera Meeting
- June 23, 2023 – Special In-Camera Meeting
- June 27, 2023 – Regular In-Camera Meeting
- August 29, 2023 – Special In-Camera Meeting
- September 12, 2023 – Closed Committee of the Whole

7. Board Chair’s Report – Written Report

Page 9

Board Chair, Michelle Waite spoke to her written report.

8. Presentations / Delegations

Pages 10-15

Early Years Update – Supporting Children 0-8 Years Old – Lisa Pedersen-Skene, District Principal Early Learning and Child Care.

The Board Chair and the trustees thanked Lisa for her presentation.

9. Committee of the Whole – For Information Only

Next Open Committee of the Whole Meeting:

TOPIC: Strategic Plan Renewal Process
DATE: October 10, 2023
TIME: 4:30 pm
LOCATION: School Board Office, Board Room

10. Strategic Direction

A. Superintendent

i. Superintendent District Report

- As a new member of our school community, I have been so impressed by the dedication and commitment of staff. I have been enjoying visiting schools and have appreciated the opportunity to make some connections with our ISW’s, teachers, and educational assistants. I am thankful for the warm welcome and the open doors as I get to make connections with our learning team.
- Comox Valley Schools continues to grow and this September we have approximately 240 students more than we did at this time last year. Growth will

continue to be a focus as we anticipate enrollment to continue growing over the next 10 years.

- It has been a very smooth start up. A special thank you to our operations, maintenance teams who converted every possible space into warm and welcoming classrooms and to our educators for their warm welcome of all their new students.
- It has been a busy month. On top of all the change and transition from summer to a new school year-schools have had, Terry Fox runs, supported Tour De Rock, participated in Consent Week, and this week will be participating in activities honouring Truth and Reconciliation.
- Last week we had approximately 300 people walk past the board office in support of our students and staff who are part of the 2SLGBTQIA+ community. I know that not everyone was able to see the visual level of support but for those staff and students who have often felt marginalized and the target of intolerance I hope you know the amount of love and support that was shown for you last week. I want you to know that you are seen, valued, supported, and cherished and that we will continue to be relentless in supporting safe and caring learning and working environments for all.
- This week as our schools and community participate in various activities centered around truth and reconciliation, I want to acknowledge that we continue to have work to do to change the opportunity gaps that exist within our system. While we highlight truth and reconciliation this week it does not diminish the fact that to make meaningful change Equity needs to be centered in every decision every day.
- I appreciated the chance to participate in the Indigenous Education Council meeting this month as well as an afternoon with our Indigenous Education team. We are fortunate to have such a committed and exemplary group supporting learners in the district.
- I know that the board is excited to be starting the consultation process for the next strategic plan and we will begin this process next month. There will be a public facing document available soon that will outline the opportunities for feedback. We look forward to engaging with community as the board sets the direction for the next few years.

B. Secretary-Treasurer

i. 2024/25 Capital Plan Submission

Pages 16-20

The Acting Secretary-Treasurer spoke to the briefing note.

Major – 2024/25

Motion #1:

In accordance with provisions under section 142 (4) of the School Act, the Board of Education of School District No. 71 (Comox Valley) hereby approves the proposed Five-Year Capital Plan (Major Capital Programs) for 2024/25, as provided on the

Five-Year Capital Plan Summary for 2024/25 submitted to the Ministry of Education and Child Care.

[May Sacht/Lealie]

CARRIED

Minor – 2024/25

Motion #2:

In accordance with provisions under section 142 (4) of the School Act, the Board of Education of School District No. 71 (Comox Valley) hereby approves the proposed Five-Year Capital Plan (Minor Capital Programs) for 2024/25, as provided on the Five-Year Capital Plan Summary for 2024/25 submitted to the Ministry of Education and Child Care.

[Caton/May Sacht]

CARRIED

Building Envelope – 2024/25

Motion #3:

In accordance with provisions under section 142 (4) of the School Act, the Board of Education of School District No. 71 (Comox Valley) hereby approves the proposed Five-Year Capital Plan (Building Envelope Program) for 2024/25, as provided on the Five-Year Capital Plan Summary for 2024/25 submitted to the Ministry of Education and Child Care.

[Howe/Caton]

CARRIED

School Food Infrastructure – 2023/24

Motion #4:

In accordance with provisions under section 142 (4) of the School Act, the Board of Education of School District No. 71 (Comox Valley) hereby approves the proposed Five-Year Capital Plan (School Food Infrastructure Program) for 2023/24, as provided on the Five-Year Capital Plan Summary for 2023/24 submitted to the Ministry of Education and Child Care.

[Lealie/Aldinger]

CARRIED

School Food Infrastructure – 2024/25

Motion #5:

In accordance with provisions under section 142 (4) of the School Act, the Board of Education of School District No. 71 (Comox Valley) hereby approves the proposed Five-Year Capital Plan (School Food Infrastructure Program) for 2024/25, as provided on the Five-Year Capital Plan Summary for 2024/25 submitted to the Ministry of Education and Child Care.

[Caton/Aldinger]

CARRIED

ii. **GP Vanier Child Care Facility – Briefing Note, Ian Heselgrave, Director of Operations**

Pages 21-22

The Acting Secretary-Treasurer spoke to the briefing note.

Motion:

THAT the Board of Education of School District No. 71 (Comox Valley) direct staff to complete a MCFD grant application for childcare space at GP Vanier school in cooperation with the Today and Tomorrow Learning Society.

[May Sacht/Leslie]

CARRIED

C. Human Resources

i. **Retirements and Recognition**

Page 23

11. **Board Standing Committee Reports**

A. Open Committee of the Whole – No Meeting in September

B. Audit Committee – September 18, 2023

Pages 24-106

2022-2023 Financial Statements & Financial Statement Discussion & Analysis –
Acting Secretary-Treasurer, Russell Horswill.

The Acting Secretary-Treasurer gave a PowerPoint presentation – SD71 Year-End Financial Statements Snapshot 2022-23.

Motion:

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

[McCannel-Keene/May Sacht]

CARRIED

Motion:

THAT the Board of Education of School District No. 71 (Comox Valley) receive KPMG LLP's Report on the Financial Statement Audit for the year ending June 30, 2023.

[May Sacht/Caton]

CARRIED

Motion:

THAT the Board of Education of School District No. 71 (Comox Valley) approve the 2022-2023 Audited Financial Statements as presented.

[Caton/Leslie]

CARRIED

12. Board Business

- i. Trustee Report: Indigenous Education Committee (IEC) – Written Report, Susan Leslie, Trustee (Town of Comox)

Trustee Leslie spoke to her report.

- ii. Motion, Janice Caton, Trustee (City of Courtenay)

THAT the Board of Education direct the Superintendent to bring back a recommendation on how to include student voice in the work of the board.

Trustee Caton withdrew her motion.

13. Board Correspondence: None

14. Public Question Period

Staff answered public questions.

15. Meeting Adjourned – 8:18 pm

MOTION:


THAT the Board of Education of School District No. 71 (Comox Valley) adjourn this meeting.

[Caton/Howe]

CARRIED

Board Approved on:
October 24, 2023

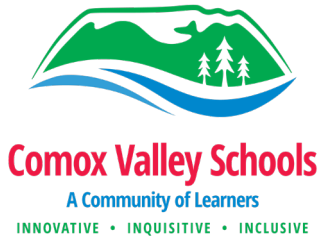
Certified Correct:



Dr. Russell Horswill, DBA
Acting Secretary-Treasurer



Michelle Waite
Board Chair



REGULAR BOARD MEETING MINUTES
Tuesday, June 27, 2023
7:00pm

Attendance In Person:

Trustees:

Michelle Waite, Board Chair
Susan Leslie, Vice Chair
Chelsea McCannel-Keene, Trustee
Cristi May Sacht, Trustee
Shannon Aldinger, Trustee
Sarah Jane Howe, Trustee
Janice Caton, Trustee

Staff:

Geoff Manning, Acting Superintendent of Schools
Brenda Hooker, Secretary Treasurer
Jay Dixon, Director of Instruction
Vivian Collyer, Director of Instruction
Ian Heselgrave, Director of Operations
Sean Lamoureux, Director of Inclusive Education
Josh Porter, Director of IT
Cathie Collins, Acting Director of Finance
Craig Sorochan, Manager of Communications

Regrets:

Recording Secretary: Heidi Bell, Sr. Executive Assistant

1. Call to Order

Board Chair, Michelle Waite called the meeting to order at 7:00 pm.

2. Adoption of Agenda

Motion:

THAT the Board of Education of School District No.71 (Comox Valley) adopt the June 27, 2023, Regular Board Meeting Agenda as presented.

[Leslie/Howe]

CARRIED

3. Board Meeting Minutes

Pages 1-5

Motion:

THAT the Board of Education of School District No.71 (Comox Valley) adopt the May 30, 2023, Regular Board Meeting Minutes as presented.

[Howe/May Sacht]

CARRIED

4. Unfinished Business - None

5. Record of In-Camera Meetings / Reports

Page 6

- May 30, 2023 – Regular In-Camera Meeting
- June 13, 2023 – Closed Committee of the Whole Meeting

- June 14, 2023 – Special In-Camera Meeting

6. Board Chair's Report – Verbal Report

Board Chair, Michelle Waite thanked everyone for the work they had done with the students, families, and our district this school year. She hopes everyone is looking forward to a wonderful summer and a new school year.

7. Presentations / Delegations

Pages 7-25

Comox Valley Food Policy Council – Joanne Bays, Co-Chair CVFPC and Arzeena Hamir, Member, Farmer & Owner – Amara Farm

The Board Chair thanked the CVFPC for their presentation and Trustee Leslie asked for this topic to come to the next Closed Committee of the Whole for further discussion.

8. Committee of the Whole – For Information Only

Next Open Committee of the Whole Meeting:

TOPIC: Audit Committee, Financial Statements, Minor Capital Submission
DATE: September 12, 2023
TIME: 4:30 pm
LOCATION: School Board Office, Board Room

9. Strategic Direction

A. Acting Superintendent

i. Acting Superintendent District Report

- **Feeding Futures – Verbal Update**
The Acting Superintendent spoke to the Feeding Futures progress. Staff facilitated a meeting with parents, Indigenous community, and School District staff to announce the grant and layout the criteria. Staff are working on a report, which will be sent to the Ministry by July 31, 2023.
- **Equity Scan – Verbal Update**
The year end Equity Scan meeting has been postponed.

ii. Board Authority Authorized (BAA) Courses – Briefing Note

Pages 26-96

Motion:

THAT the Board of Education of School District No.71 (Comox Valley) approve the BAA Courses as presented.

[Howe/Caton]

CARRIED

B. Secretary-Treasurer

i. Financial Update

Pages 97-100

A Financial updated was given at the May meeting. Staff have not had a chance to update for June's meeting; however, the district is in a good financial position. We have received a significant amount of funding and expenses are lower than projected.

ii. Local Capital – Briefing Note

Pages 101-102

The Secretary Treasurer spoke to the briefing note.

Motion:

THAT the Board of Education of School District No. 71 (Comox Valley) acknowledge that staff will finalize the draft annual budget with a \$2,600,000 transfer to local capital.

[Caton/Leslie]

CARRIED

iii. 2023-24 Annual Budget and Bylaw – Presentation by the Secretary Treasurer. Brenda Hooker and the Acting Director of Finance, Cathie Collins

Pages 103-119

Motion:

THAT Annual Budget and Bylaw 2023-24 be given first reading.

[Caton/Howe]

CARRIED

Motion:

THAT Annual Budget and Bylaw 2023-24 be given second reading.

[May Sacht/Howe]

CARRIED

Motion:

THAT in accordance with Section 68 (4) of the School Act, all three readings of Annual Budget and Bylaw 2023-24 be given at tonight's meeting.

[Caton/May Sacht]

CARRIED UNANIMOUSLY

Motion:

THAT Annual Budget and Bylaw 2023-24 be given third and final reading.

[McCannel-Keene/Leslie]

CARRIED

iv. Estimate Accumulated Reserve – Briefing Note

Pages 120-121

Motion:

THAT the Board of Education of School District No.71 (Comox Valley) acknowledge that staff will prepare the draft Financial Statements to account for previously approved allocations, budgets and projects based on the policies and rationale in the briefing note.

[Howe/Caton]

CARRIED

v. 2024/25 Major and Minor Capital Plan – Briefing Note

Pages 122-126

Motion:

THAT the Board of Education of School District No.71 (Comox Valley) approve the 2024/25 Major Capital Plan submission.

[Caton/May Sacht]

CARRIED

Motion:

THAT the Board of Education of School District No.71 (Comox Valley) approve the 2024/25 Minor Capital submission.

[Leslie/McCannel-Keene]

CARRIED

Motion:

THAT the Board of Education of School District No.71 (Comox Valley) approve the Building Envelope Program submission.

[May Sacht/Leslie]

CARRIED

vi. 2023-24 Board Meeting Schedule & Committee of the Whole Schedule

Pages 127-128

Motion:

THAT the Board of Education of School District No. 71 (Comox Valley) waive the requirement for regular meetings in July and August 2023.

[May Sacht/Howe]

CARRIED

Motion:

THAT the Board of Education of School District No. 71 (Comox Valley) approve the 2023-24 Board Meeting Schedule as presented.

[Leslie/May Sacht]

CARRIED

Motion:

THAT the Board of Education of School District No. 71 (Comox Valley) approve the 2023-24 Committee of the Whole Schedule as presented.

[Howe/McCannel-Keene]

CARRIED

vii. Trustee Remuneration – Briefing Note

Page 129

The Secretary Treasurer spoke to the briefing note.

C. Human Resources

i. Retirements and Recognition

Page 130

10. Board Standing Committee Reports

A. Open Committee of the Whole – June 13, 2023

Pages 131-132

Motion:

THAT the Board of Education of School District No. 71 (Comox Valley) receive the Open Committee of the Whole Report as amended.

[Howe/May Sacht]

CARRIED

11. Board Business

- i. Trustee Report: Indigenous Education Committee (IEC) – Written Report, Susan Leslie, Trustee (Town of Comox)

Page 133

Trustee Leslie spoke to her report.

- ii. Trustee Report: BCSTA AGM – Verbal Report, Janice Caton, Trustee (City of Courtenay)

Trustee Caton spoke to some of the highlights from the BCSTA AGM.

- iii. Notice of Motion, Janice Caton, Trustee (City of Courtenay)

THAT the Board of Education direct the Superintendent to bring back a recommendation on how to include student voice in the work of the board.

- 12. Board Correspondence: from Doug DeMarzo, General Manager of Community Services, CVRD to The Board of Education, SD71 – Thank you for supporting the community field.**

Page 134

13. Public Question Period

Staff answered public questions.

14. Meeting Adjourned – 8:51 pm

MOTION:

THAT the Board of Education of School District No. 71 (Comox Valley) adjourn this meeting.

[Leslie/Howe]

CARRIED

Board Approved on:
September 26, 2023

Certified Correct:

Dr. Russell Horswill, DBA
Acting Secretary-Treasurer

Michelle Waite
Board Chair

RECORD OF IN-CAMERA MEETINGS

TO: Board of Education **DATE:** September 26, 2023
FROM: Office of the Secretary Treasurer
RE: Record of In-Camera Meetings

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:

May 23, 2023 – Special In-Camera Meeting

1. Receipt of and updates on no land/property matters
2. Receipt of and updates on no legal matters
3. Receipt of and updated on one other matter

The meeting was called to order at 7:04 pm and adjourned at 8:57 pm.

May 30, 2023 – Special In-Camera Meeting

1. Receipt of and updates on no land/property matters
2. Receipt of and updates on no legal matters
3. Receipt of and updated on one other matter

The meeting was called to order at 5:05 pm pm and adjourned at 6:17 pm.

June 14, 2023 – Special In-Camera Meeting

1. Receipt of and updates on no land/property matters
2. Receipt of and updates on no legal matters
3. Receipt of and updated on one other matter

The meeting was called to order at 10:11 am and adjourned at 2:02 pm.

June 23, 2023 – Special In-Camera Meeting

1. Receipt of and updates on no land/property matters
2. Receipt of and updates on no legal matters
3. Receipt of and updated on one other matter

The meeting was called to order at 6:02 pm and adjourned at 8:02 pm.

June 27, 2023 – Regular In-Camera Meeting

1. Receipt of and updates on one land/property matter
2. Receipt of and updates on two legal matters
3. Receipt of and updated on one other matter

The meeting was called to order at 6:01 pm and adjourned at 6:48 pm.

August 29, 2023 – Special In-Camera Meeting

1. Receipt of and updates on no land/property matters
2. Receipt of and updates on no legal matters
3. Receipt of and updated on one other matter

The meeting was called to order at 7:00 pm and adjourned at 7:17 pm.

September 12, 2023 – Closed Committee of the Whole Meeting

1. Receipt of and updates on two governance matters
2. Receipt of and updates on no strategic direction matters
3. Receipt of and updates on four finance and operation matters
4. Receipt of and updates on one policy matter

The meeting was called to order at 2:04 pm and adjourned at 2:48 pm.



BOARD CHAIR REPORT – SEPTEMBER 2023

Welcome to the 2023-2024 school year! If this is your first month with Comox Valley Schools, welcome to our community. To our many returning students, families, and employees, welcome back!

We extend a warm welcome to our new Superintendent of Schools, Dr. Jeremy Morrow. Describing his start as "hitting the ground running" for this school year is an understatement. Jeremy's dedication to the critical work focussing on student achievement, safety, and a sense of belonging is evident to everyone who has had the opportunity to listen to and interact with him.

We also welcome back our Acting Secretary Treasurer, Dr. Russell Horswill. Russell brings a strong financial and business portfolio to our district, along with a deep understanding of SD 71 from his previous tenure with us. His genuine care of the importance of people-centered work – with a focus on students – is highly valued.

We are fortunate to have Jeremy and Russell join our district as we embark on a great deal of urgent work together.

Once again, SD 71 is experiencing increased enrollments. This growth brings opportunities, and we are grateful to district staff for ensuring schools had space to accommodate everyone when they arrived earlier this month. We'd also like to express our gratitude to everyone who contributed to a successful start to our school year.

September is a busy month, and here are a few noteworthy updates for 2023:

We recently concluded the second Consent Awareness Week, held from September 18 to 22. Our schools provided a variety of engaging educational opportunities for our students. A special thank you goes to our District Parent Advisory Committee for organizing two online sessions for parents/caregivers to gain age-specific insights into teaching children about consent.

Our district is a staunch ally in supporting, educating, and upholding the values of inclusivity, diversity, and the advancement of Sexual Orientation and Gender Identity (SOGI) rights. In response to recent actions that contradict these values, a joint letter was issued on September 19, reaffirming our commitment to the above principles, and pledging support for our 2SLBTQAI+ school community and families. As a proud member of our Board of Education, I am wholeheartedly dedicated to allyship, support, and actions ensuring safe learning environments that promote social, academic, and emotional growth while fostering a sense of belonging.

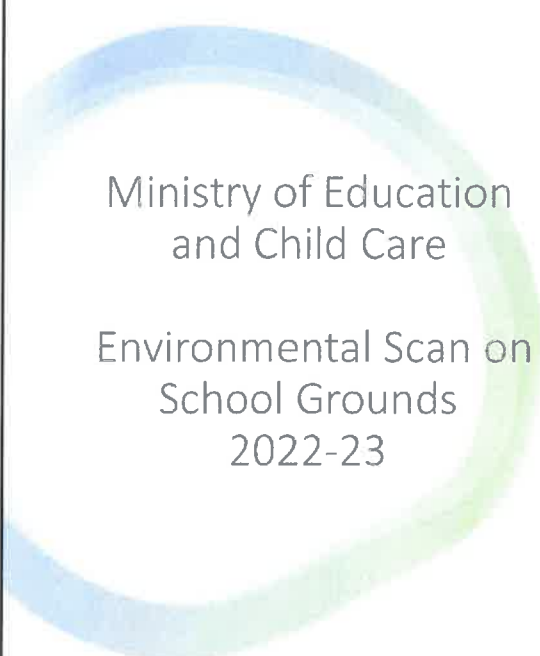
This week of September 25 to 29, marks Truth and Reconciliation week in the Comox Valley School District. Several years ago, our Board of Education passed a motion to honor and educate at a deeper level throughout the entire week leading up to September 30, which is now also recognized as the National Day of Truth and Reconciliation. Genuine and meaningful reconciliation cannot be confined to a single day or week. By collectively focusing on reconciliation during the week, we generate the power and energy needed to advance at a pace unattainable through individual efforts. Each of us must make a personal commitment, and I invite you to join me and our Board of Education in taking action – and deepening our understanding of reconciliation – not just this week, but every week moving forward.



EARLY YEARS UPDATE: Supporting children 0-8 years old

Presented by Lisa Pedersen-Skene,
District Principal of Early Learning and Child Care
To the Board of Education September 26, 2023

1



Ministry of Education and Child Care

Environmental Scan on School Grounds 2022-23

FOCUS:

- Licensed Programs on School Grounds
- Unlicensed Programs On School Grounds
- Community Partnerships

2

Licensed Programs on School Grounds

Today  Tomorrow
Learning Society

Wee Care Early Childhood Centres Inc.

QUEENESS AFTER SCHOOL CLUB

Komox
KIDS CARE 

Club Kidz (Afterschool Care)



Blackberry Lane Children's Centre



JUMPSTART PRESCHOOL



Boys & Girls Clubs
of Central Vancouver Island

BOUNCE: BEFORE AND AFTER SCHOOL CARE



HORNBY ISLAND
DAYCARE SOCIETY

9/21/2023

Sample Footer Text

3

3

Unlicensed Programs on School Grounds



9/21/2023

4



Comox Valley
EARLY YEARS
Collaborative

Community Partnerships

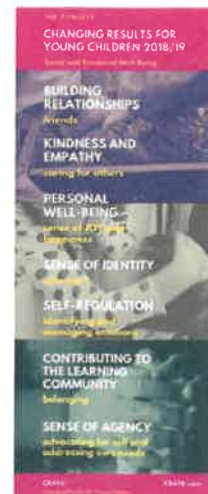


5

5

Early Learning Initiatives

- Changing Possibilities for Young Children (CP4YC)
- Strengthening Early Years to Kindergarten Transitions (SEY2KT)
- Welcome to Kindergarten



6

Changing Possibilities for Young Children

We are pleased to invite you to

CPAYC is an inquiry-driven approach to engaging with the social and emotional well-being of children. Using the lens of the Early Learning Framework (ages 0-8) and a "see, think, wonder" model of inquiry, we also deeply engage observing a "mystery child" and consider how the social and emotional development we witness speaks to us about where to go next for that child, for other children, and for ourselves.

Over the course of 5 sessions of released time, we will join as a community of practice to ask questions, reflect on our practice and grow our skills of seeing, listening and responding to the stories of children.

PARTICIPATION IS LIMITED TO 25, SO SIGN UP EARLY!
FIRST FULL DAY SESSION IS OCTOBER 4, 2023

Sign up by responding to [Jacquie Anderson](mailto:Jacquie.Anderson@bc21.bc.ca) by Friday, September 22.

7

SEY2KT

Back packs

- Menti chocolates for staff
- Cover letter thanking our ECE partners and introducing EY staff
- Book: 'Just A Walk' from Strong Nations
- Nature journals for the children - pages are blank for open ended expressions

8

8

BRIEFING NOTE

TO: Board of Education **DATE:** June 27th, 2023
FROM: Ian Heselgrave, Director of Operations
RE: **2024-25 Capital Plan Submission summary**

Purpose

To update the Board of Education on the April 2023 Ministry of Education Capital Plan Program announcement and the SD 71 proposed submission.

Background

Annual Five-Year Capital Plan submissions from Boards of Education are used by the Ministry to determine which priority capital projects may be included in the Ministry’s Capital Plan for the following fiscal year. The capital plan submissions also provide the Ministry with important insight into future year capital priorities, which can be used for longer term government planning and the determination of potential future capital funding requirements for the public education system.

The Ministry of Education has developed a new web-based Capital Asset Planning System (CAPS) which school districts will use for their annual Five-Year Capital Plan Submissions on a go-forward basis. The CAPS effectively replaces the Capital Plan Intake Spreadsheets that school districts have used for the past many years.

The CAPS enables the Ministry to issue a “Call for Submissions” for school districts’ Five-Year Capital Plans separately for Major capital projects and Minor capital projects, with different submission deadlines. With that in mind, submission deadlines for 2024/25 will be:

1. **Major Capital Programs (SMP, EXP, REP, RDP) – June 30, 2023**
2. **Minor Capital Programs (FIP) – June 30, 2023**
3. **Building Envelope Program (BEP) – June 30, 2023**
4. **Minor Capital Programs (SEP, CNCP, PEP, BUS, FIP*) – September 30, 2023**

Board approval is required. The Ministry seeks capital project requests under the following capital programs:

Major Capital Funding Programs:

- SMP - Seismic Mitigation Program
- EXP - New Schools, Additions, Site Acquisition
- REP - School Replacement

- RDP – Rural District Program

Minor Capital Funding Programs:

- SEP - School Enhancement Program
- CNCP – Carbon Neutral Capital Program
- BUS - Bus Replacement & Inventory
- PEP – Playground Equipment Program
- FIP – School Food Infrastructure Program

Other Programs:

- BEP - Building Envelope
- AFG – Annual Facility Grant

The Ministry will provide each school district with a written response to their Five Year Capital Plan submission once the assessment of all submissions is complete and funding for fiscal year 2024/25 is announced.

Annual Submission Process

The Capital Branch changed to an annual June submission to align with the Provincial fiscal year. The submission and approval cycle for the Capital Plan is:

- **April 2023**- Ministry releases Capital Plan Instructions.
- **May – September 2023** - SD's prepare annual 5-year Major and Minor Capital Plans (proposed year 1, 2, 3, 4, 5 capital projects).
- **June 30th 2023** - SD's submit Major Capital Program Plans plus Building Envelope Program Plans and School Food Infrastructure Program submission for spending in FY 24/25.
- **September 30th 2023** - SD's submit Minor Capital Program Plans.
- **August 2023 – December 2023** - MEd reviews/prioritizes 5-year Capital Plans, determines budget for total 2024/25 capital expenditures, and provides recommendations to Minister of Education for consideration.
- **January to March 2024** – Ministry develops and approves recommended project list for inclusion in the Ministry Capital Plan. Government approval for Capital Plan. MEd sends Capital Plan Response Letters to SD's on or before March 15th 2024 identifying what capital projects they are approved to proceed with in 2024/25.

Preliminary Capital Projects for this Submission

The recommended projects for the SD 71 Capital Plan submission are:

SMP – SEISMIC MITIGATION

Priority	School	Seismic Risk	Comments
1	Courtenay Elementary	H1 – P3	Project Request Fact Sheet prepared
2	Airport Elementary	H1 – P3	Changes to National Building Code (SRG 3) resulted in Med and Low seismic risk schools becoming High risk
3	NIDES	H1 – P3	Changes to National Building Code (SRG 3) resulted in Med and Low seismic risk schools becoming High risk

EXP – NEW SCHOOLS, ADDITIONS & SITE DEVELOPMENT

Priority	School	Project Details
1	Valley View Elementary	Expand school building to address over capacity
2	Aspen Park Elementary	Expand school building to address over capacity
3	Mark Isfeld Secondary	Build new wing to address over capacity

REPL – REPLACEMENTS

Priority	School	Project Details
1	École Puntledge Park	Build a replacement elementary school with 80 K/600 student capacity
2	Union Bay School	Build a replacement K to 9 Community School with 60K/600 student capacity

The Puntledge and Union Bay School Replacement projects have no supporting documents attached and is included as a placeholder to indicate that it is a priority SD 71 project and is in the LRFP.

SEP – SCHOOL ENHANCEMENT

The program range is \$100,000 to \$2,000,000. A maximum of five projects per year may be submitted.

The SEP projects proposed for 2024/25:

Priority	School	Project Details
1	Queneesh Elementary	Mechanical Upgrade - electrification project
2	NIDES	Window replacement and gym cladding
3	GP Vanier	Mechanical Upgrade - electrification project
4	Aspen, Brooklyn, Queneesh	Flooring replacements
5	Miracle Beach	Roof replacement

CNCP – CARBON NEUTRAL

Priority	School	Project Details
1	Denman Island Elementary	Mechanical upgrade phase two
2	Various	Convert classroom and hallway lighting to LED
3	Airport Elementary	Building controls upgrade

BUS – INVENTORY & REPLACEMENT

First Student provides bus transportation for all SD 71 student; therefore, SD#71 does not require a submission under this program.

PEP – PLAYGROUND EQUIPMENT PROGRAM

The program is significantly better funded with \$165,000 per playground allocated. A maximum of three projects per year may be submitted.

The PEP projects proposed for 2024/25:

Priority	School	Project Details
1	Valley View Elementary	Replace playground structure approaching end of life
2	Ecole Robb Road	Replace playground structure approaching end of life

The Puntledge and Union Bay School Replacement projects have no supporting documents attached and is included as a placeholder to indicate that it is a priority SD 71 project and is in the LRFP.

FIP – SCHOOL FOOD INFRASTRUCTURE PROGRAM

Priority	School	Project Details
1	Various schools	Funding for the school food preparation appliances purchased in FY 22/23
2	Various schools	The purchase and installation of new kitchen equipment plus space and functionality improvements in existing kitchens.

BEP – BUILDING ENVELOPE

Cumberland Community School (Beaufort building) is the only project on the Ministry list from 1989. The BEP project for Cumberland Community School remains on the submission for 2024/25.

Recommendation

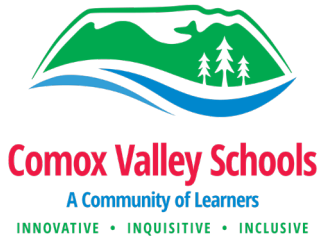
The SD 71 submission is due in two phases this year: June 30th for major capital, school food infrastructure program and the building envelope program and September 30th for minor capital. In accordance with section 142 (4) of the *School Act*, boards of education must provide a Board Resolution in support of its annual Five-Year Capital Plan submission to the Ministry. Boards are to provide a separate Board Resolution for Major Capital program submissions and one for Minor Capital program submissions. The Building Envelope Program also requires a separate Board Resolution as it is a dedicated Call for Submission from the other Programs. The prioritization and preparation of projects for the Capital Plan submission is in progress.

It is recommended that the Board of Education approve the 2024/25 Major Capital Plan, Minor Capital Plan and Building Envelope Program submission as described.

Respectfully submitted,

Ian Heselgrave

Ian Heselgrave
Director of Operations



BRIEFING NOTE

TO: Board of Education **DATE:** September 26th, 2023
FROM: Ian Heselgrave, Director of Operations
RE: **GP Vanier Child Care Facility – September 2023**

Purpose

To update the Board of Education on a proposed Ministry of Children and Families (MCFD) childcare grant application to build a new child care facility at GP Vanier Secondary.

Background

School District No. 71 was approached by the Today and Tomorrow Learning Society (TNTLS) regarding the potential construction of a replacement facility on the GP Vanier school site. At present, TNTLS operates a licenced childcare facility out of two buildings on the Vanier school site. The Infant-Toddler building is a 30+ year old portable that has reached the end of its service life. The Pre-School program operates out of a 15-year-old modular adjacent to the original building.

Teddies and Toddlers holds a unique place in the childcare landscape of the Comox Valley in that they operated the first young parent program specifically designed to allow teen parents to continue their high school education and learn parenting skills. The presence of this facility at GP Vanier made a huge difference in the lives of many young parents from all over the north island.

Program History

The need for an education based childcare program for young parents and their children was identified by the Comox Valley Task Force on Pregnant and Parenting Teens in 1988. At that time, the incidence of teen pregnancies was increasing and there were no licensed childcare facilities for children under the age of three. The incidence of live births to teen mothers in School District #71 increased from 3.4% in 1985 to 7.8% in 1991 (1996 stats read 6.1% – 38 out of 621 live births were to teenagers). The need among secondary students in the school district was sufficient to support a childcare program. As well, with the increasing incidence of parenting teens and projected population growth for the Comox Valley, the future of education-based childcare in our community seemed certain.

In 1991 a steering committee was formed to further investigate the feasibility of establishing an education-based program for parenting teens. A facilitator was hired in October 1992 to assist in the planning stages and to oversee the implementation of the program. The four components of the program were to be education, childcare, outreach and health and staffing was to include a Program Coordinator.

At this time, G.P. Vanier's Grade 12 Construction Class began work on the childcare building and the School District agreed to support the project until final funding was approved. In July 1993, the B.C. Government announced a comprehensive program to provide facilities for education-based childcare throughout the province. Located on G.P. Vanier School property, Teddies 'N' Toddlers Childcare Centre opened its doors on September 13, 1993, to the first group of 15 young parents and their children.

Discussion

Currently, there is an excellent opportunity to request grant money from the Ministry of Children and Families to construct child care facilities. The ChildCareBC New Spaces Fund provides funding to create new licensed childcare, helping families access, affordable, quality, and inclusive childcare as a core service they can depend on, while strengthening communities throughout British Columbia. Priority will be given to increasing Infant/Toddler spaces and spaces for school age children. There is a new application stream for School Boards and they have removed maximum funding amounts to support larger projects.

The Today and Tomorrow Learning Society is a prime and willing partner. Moreover, TNTLS is a small not for profit organization whose goal is to strengthen community one family at a time. Unfortunately, their original building is at the end of its useful life and they will need new space to continue their support to the students and families of SD 71 and the broader Comox Valley.

Recommendation

It is recommended that the Board of Education direct staff to complete an MCFD grant application for childcare space at GP Vanier school in cooperation with the Today and Tomorrow Learning Society.

Respectfully submitted,

Ian Heselgrave

Ian Heselgrave
Director of Operations

BRIEFING NOTE

TO: Board of Education

DATE: September 26, 2023

RE: Human Resources - Retirements and Recognition

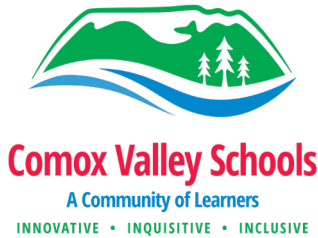
Retirements

Cheryl Adebar, Principal, Ecole Robb Road Elementary, retiring effective July 31, 2023, after 31 years of service.

Julian Ferguson, Teacher, G.P. Vanier Secondary, retiring effective August 31, 2023, after 28 years of service.

Andrew Ellis, Carpenter, Maintenance Office, retiring effective November 30, 2023, after 15 years of service.

Ian Heselgrave, Director of Operations, retiring effective April 30, 2024, after 12 years of service.



**IN-CAMERA AUDIT COMMITTEE
BOARD REPORT**

Date: Tuesday, September 18, 2023
Time: 6:00 pm
Venue: Teams Virtual Meeting

Committee Members:

Michelle Waite, Chairperson
Susan Leslie, Vice-Chair
Cristi May Sacht, Trustee
Debra Oakman, Public Member
Chelsea McCannel-Keene, Trustee

Sarah Jane Howe, Trustee
Shannon Aldinger, Trustee
Russell Horswill, Acting Secretary-Treasurer
Jeremy Morrow, Superintendent
Candice Hilton, Director of Finance

Guests:

Lenora Lee, KPMG LLP
Cathie Collins, Manager of Finance

Regrets:

Jessica Peterson, Public Member
Jancie Caton, Trustee

Recording Secretary: Heidi Bell, Sr. Executive Assistant

A. WELCOME

Chair, Michelle Waite called the meeting to order at 6:02 pm.

The Board of Education acknowledges that we are on the traditional territories of the K'omoks First Nation. We would like to thank them for the privilege of living on their land and the gift of working with their children.

B. Motion:

THAT this meeting be moved In-Camera.

[Leslie/Aldinger]

CARRIED

C. INTRODUCTIONS

Chair, Michelle acknowledged the members of the committee in attendance today and everyone introduced themselves.

D. ITEMS FOR DISCUSSION

1. Audit Findings Report for the Year Ended June 30, 2022

Lenora Lee, Audit Engagement Partner of KPMG LLP reported on the progress of the audit (substantially complete upon approval of the financial statements from the Board) and provided an overview of each topic contained in the Audit Findings Report: Audit Highlights, Areas of Audit Focus, Audit Risks, Significant Accounting Policies and Practices, and Appendices Risk

Management an area that may need to be looked at: Cybersecurity, Environmental, social and governance (ESG) were highlighted. This was a clean audit.

New standard PS 3280 Asset Retirement Obligations (PS 3280) is a new accounting standard effective for the School District's 2023 fiscal year. As of June 30, 2023, the School District has recognized a liability for asset retirement obligations of \$13.4M.

Recommendations were given in the financial oversight and training for school principals & monitoring controls over asset retirement obligations.

Lenora Lee and the Acting Secretary-Treasurer answered committee member questions.

The Audit Committee Recommends:

THAT the Board of Education receive KPMG LLP's Report on the Financial Statement Audit for the year ending June 30, 2023.

[Leslie/Aldinger]

CARRIED

2. 2022-23 Audited Financial Statements

Pages 1-43

The Acting Secretary-Treasurer shared a PowerPoint presentation and provided an overview of the financial statements included in the Audit Committee agenda. A briefing note will be come to the board providing information on the new School Board office projected cost and timeline.

3. 2022-23 Financial Statement Discussion and Analysis

Pages 44-64

The Acting Secretary Treasurer noted that the Financial Statement Discussion and Analysis report is an expanded version of the financial statement notes and should be read in conjunction with the financial statements. The Acting Secretary-Treasurer and the Director of Finance answered committee member questions.

Risk Management is an area that may need to be looked at in the future.

The Audit Committee Recommends:

THAT the Board of Education approve the 2022-23 audited financial statements as presented.

[McCannel-Keene/Leslie]

CARRIED

The Board Chair thanked the finance team, Debra Oakman, public member and Lenora Lee, KPMG for their valuable work.

E. ADJOURNMENT – 7:21 pm

THAT this meeting be adjourned.

[McCannel-Keene/May Sacht]

CARRIED

Audited Financial Statements of

School District No. 71 (Comox Valley)

And Independent Auditors' Report thereon

June 30, 2023

School District No. 71 (Comox Valley)

June 30, 2023

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School District No. 71 (Comox Valley)

MANAGEMENT REPORT

DRAFT

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)

DRAFT

Signature of the Comptroller 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 Financial Position

As at June 30, 2023

	2023 Actual	2022 Actual (Restated)
	\$	\$
Financial Assets		
Cash and Cash Equivalents (Note 3)	35,126,905	31,970,281
Accounts Receivable		
Due from Province - Ministry of Education and Child Care (Note 4)	139,896	894,884
Other (Note 4)	524,167	439,487
Total Financial Assets	35,790,968	33,304,652
Liabilities		
Accounts Payable and Accrued Liabilities		
Due to Province - Ministry of Education and Child Care	4,240	
Other (Note 5)	12,854,176	10,945,117
Unearned Revenue (Note 6)	2,395,867	2,322,998
Deferred Revenue (Note 7)	2,178,273	1,961,911
Deferred Capital Revenue (Note 8)	134,881,075	133,325,941
Employee Future Benefits (Note 9)	4,013,110	3,988,054
Asset Retirement Obligation (Note 22)	13,407,719	13,407,719
Total Liabilities	169,734,460	165,951,740
Net Debt	(133,943,492)	(132,647,088)
Non-Financial Assets		
Tangible Capital Assets (Note 11)	173,529,767	169,342,864
Prepaid Expenses	1,017,137	1,073,069
Total Non-Financial Assets	174,546,904	170,415,933
Accumulated Surplus (Deficit) (Note 19)	40,603,412	37,768,845
Accumulated Surplus (Deficit) is comprised of:		
Accumulated Surplus (Deficit) from Operations	40,603,412	37,768,845
Accumulated Remeasurement Gains (Losses)	40,603,412	37,768,845

Contractual Obligations (Note 15)

Contingent Liabilities (Note 16)

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

DRAFT

School District No. 71 (Comox Valley)

Statement 2

Statement of Operations
Year Ended June 30, 2023

	2023 Budget (Note 17) \$	2023 Actual \$	2022 Actual (Restated) \$
Revenues			
Provincial Grants			
Ministry of Education and Child Care	122,529,182	123,222,591	113,491,638
Other	217,000	231,500	275,900
Tuition	2,976,750	2,976,038	2,959,945
Other Revenue	2,309,722	3,536,854	2,967,587
Rentals and Leases	130,000	169,031	62,125
Investment Income	954,793	1,023,715	215,895
Amortization of Deferred Capital Revenue	5,476,854	5,482,063	4,912,708
Total Revenue	<u>134,594,301</u>	<u>136,641,792</u>	<u>124,885,798</u>
Expenses (Note 18)			
Instruction	107,311,038	105,820,277	96,557,584
District Administration	4,503,261	4,103,220	3,792,981
Operations and Maintenance	21,222,602	21,132,320	20,181,346
Transportation and Housing	2,715,511	2,751,408	2,451,412
Total Expense	<u>135,752,412</u>	<u>133,807,225</u>	<u>122,983,323</u>
Surplus (Deficit) for the year	<u>(1,158,111)</u>	<u>2,834,567</u>	<u>1,902,475</u>
Accumulated Surplus (Deficit) from Operations, beginning of year		37,768,845	35,866,370
Accumulated Surplus (Deficit) from Operations, end of year		<u><u>40,603,412</u></u>	<u>37,768,845</u>

School District No. 71 (Comox Valley)

Statement 4

Statement of Changes in Net Debt

Year Ended June 30, 2023

	2023 Budget (Note 17) \$	2023 Actual \$	2022 Actual (Restated) \$
Surplus (Deficit) for the year	(1,158,111)	2,834,567	1,902,475
Effect of change in Tangible Capital Assets			
Acquisition of Tangible Capital Assets	(8,433,328)	(12,315,565)	(13,381,413)
Amortization of Tangible Capital Assets	8,053,479	8,128,662	7,246,541
Total Effect of change in Tangible Capital Assets	(379,849)	(4,186,903)	(6,134,872)
Acquisition of Prepaid Expenses		(1,017,137)	(1,073,069)
Use of Prepaid Expenses		1,073,069	925,803
Total Effect of change in Other Non-Financial Assets	-	55,932	(147,266)
(Increase) Decrease in Net Debt, before Net Remeasurement Gains (Losses)	<u>(1,537,960)</u>	(1,296,404)	(4,379,663)
Net Remeasurement Gains (Losses)			
(Increase) Decrease in Net Debt		(1,296,404)	(4,379,663)
Net Debt, beginning of year		(132,647,088)	(128,267,425)
Net Debt, end of year		(133,943,492)	(132,647,088)

School District No. 71 (Comox Valley)

Statement 5

Statement of Cash Flows
Year Ended June 30, 2023

	2023 Actual	2022 Actual (Restated)
	\$	\$
Operating Transactions		
Surplus (Deficit) for the year	2,834,567	1,902,475
Changes in Non-Cash Working Capital		
Decrease (Increase)		
Accounts Receivable	670,308	820,591
Prepaid Expenses	55,932	(147,266)
Increase (Decrease)		
Accounts Payable and Accrued Liabilities	1,913,299	(2,730,759)
Unearned Revenue	72,869	93,302
Deferred Revenue	216,362	108,118
Employee Future Benefits	25,056	(61,224)
Amortization of Tangible Capital Assets	8,128,662	7,246,541
Amortization of Deferred Capital Revenue	(5,482,063)	(4,912,708)
Total Operating Transactions	8,434,992	2,319,070
Capital Transactions		
Tangible Capital Assets Purchased	(8,322,366)	(13,109,550)
Tangible Capital Assets -WIP Purchased	(3,993,199)	(271,863)
Total Capital Transactions	(12,315,565)	(13,381,413)
Financing Transactions		
Capital Revenue Received	7,037,197	12,198,082
Total Financing Transactions	7,037,197	12,198,082
Net Increase (Decrease) in Cash and Cash Equivalents	3,156,624	1,135,739
Cash and Cash Equivalents, beginning of year	31,970,281	30,834,542
Cash and Cash Equivalents, end of year	35,126,905	31,970,281
Cash and Cash Equivalents, end of year, is made up of:		
Cash	35,126,905	31,970,281
	35,126,905	31,970,281
Supplementary Cash Flow Information (Note 23)		

SCHOOL DISTRICT NO. 71 (COMOX VALLEY)
NOTES TO FINANCIAL STATEMENTS
YEAR ENDED JUNE 30, 2023

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 and Child Care. School District No. 71 (Comox Valley) is exempt from federal and provincial corporate income taxes.

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(n).

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(n), 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.

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.

SCHOOL DISTRICT NO. 71 (COMOX VALLEY)
NOTES TO FINANCIAL STATEMENTS
YEAR ENDED JUNE 30, 2023

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

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 (n).

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.

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, 2023 and projected to March 31, 2025. The next valuation will be performed at March 31, 2025 for use at June 30, 2025. 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.

SCHOOL DISTRICT NO. 71 (COMOX VALLEY)
NOTES TO FINANCIAL STATEMENTS
YEAR ENDED JUNE 30, 2023

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

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) Asset Retirement Obligations

A liability is recognized when, as at the financial reporting date:

- there is a legal obligation to incur retirement costs in relation to a tangible capital asset;
- the past transaction or event giving rise to the liability has occurred;
- it is expected that future economic benefits will be given up; and
- 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 liability includes costs for the removal of asbestos and other hazardous material in several of the buildings owned by the School District. The estimate of the asset retirement obligations includes costs directly attributable to the asset retirement activities. The resulting costs have been capitalized into the carrying amount of tangible capital assets and are being amortized on the same basis as the related tangible capital asset (see note 2 j). The carrying value of the liability is reviewed at each financial reporting date with changes to the timing or amount of the original estimate of cash flows recorded as an adjustment to the liability and related tangible capital asset.

i) 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, 2023

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

j) 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, 2023

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

k) 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.

l) Prepaid Expenses

Payments for insurance, subscriptions, software, 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.

m) Funds and Reserves

Certain amounts, as approved by the Board, are set aside in accumulated surplus for future operating and capital purposes. Transfers between various funds and reserves are adjusted in the respective fund and recorded. (see Note 19 – Accumulated Surplus).

n) 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, 2023

NOTE 2 **SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES** *(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.

o) 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, Vice-Principals, and Directors of Instruction employed under an administrative officer contract are categorized as Principals/Vice-Principals.

- Superintendent, Deputy 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 indigenous 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, 2023

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

p) 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.

q) Measurement Uncertainty

Preparation of financial statements in accordance with the basis of accounting described in note 2 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, asset retirement obligations, 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, 2023

NOTE 3 CASH AND CASH EQUIVALENTS

	2023	2022
School Generated Funds	\$ 836,830	\$ 793,177
District Funds	18,774,056	17,241,312
Restricted Funds - Teacher Salary Deferral Program	151,204	216,712
BC Ministry of Finance Central Deposit Program	15,364,815	13,719,080
	\$ 35,126,905	\$ 31,970,281

NOTE 4 ACCOUNTS RECEIVABLE – OTHER RECEIVABLES

	2023	2022
Due from Federal Government	\$ 139,896	\$ 894,884
Other	524,167	439,487
	\$ 664,063	\$ 1,334,371

NOTE 5 ACCOUNTS PAYABLE AND ACCRUED LIABILITIES - OTHER

	2023	2022
Trade payables	\$ 1,908,782	\$ 1,322,890
Salaries and benefits payable	3,463,553	3,097,723
Accrued vacation payable	486,090	468,778
Other	6,995,751	6,055,726
	\$ 12,854,176	\$ 10,945,117

NOTE 6 UNEARNED REVENUE

	2023	2022
Balance, beginning of year	\$ 2,322,998	\$ 2,229,696
Tuition fees received	3,048,907	3,053,247
Tuition fees recognized	(2,976,038)	(2,959,945)
Balance, end of year	\$ 2,395,867	\$ 2,322,998

SCHOOL DISTRICT NO. 71 (COMOX VALLEY)
NOTES TO FINANCIAL STATEMENTS
YEAR ENDED JUNE 30, 2023

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.

	2023	2022
Balance, beginning of year	\$ 1,961,911	\$ 1,853,793
Grants received:		
Provincial Grants - Ministry of Education	15,916,650	13,758,332
School Generated Funds	2,721,968	2,214,899
Other	30,080	6,176
Subtotal	18,668,698	15,979,407
Revenue recognized:	(18,445,226)	(15,871,289)
Revenue recovered:	(7,110)	-
Subtotal	(18,452,336)	(15,871,289)
Balance, end of year	\$ 2,178,273	\$ 1,961,911

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.

	2023	2022
<u>Deferred capital revenue - subject to amortization</u>		
Balance, beginning of year	\$ 129,051,750	\$ 98,599,693
Provincial Grants - Ministry of Education	3,865,223	8,224,891
Transfer in from deferred revenue - WIP	140,673	27,139,874
Amortization of deferred capital revenue	(5,482,063)	(4,912,708)
Balance, end of year	\$ 127,575,583	\$ 129,051,750

SCHOOL DISTRICT NO. 71 (COMOX VALLEY)
NOTES TO FINANCIAL STATEMENTS
YEAR ENDED JUNE 30, 2023

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

	2023	2022
<u>Deferred capital revenue - subject to amortization</u>		
Balance, beginning of year	\$ 129,051,750	\$ 98,599,693
Provincial Grants - Ministry of Education	3,865,223	8,224,891
Transfer in from deferred revenue - WIP	140,673	27,139,874
Amortization of deferred capital revenue	(5,482,063)	(4,912,708)
Balance, end of year	\$ 127,575,583	\$ 129,051,750
	2023	2022
<u>Deferred capital revenue - work in progress</u>		
Work in progress, beginning of year	\$ 271,863	\$ 27,139,874
Transfer in from deferred capital revenue - Unspent	3,993,199	271,863
Transfer to deferred capital revenue	(140,673)	(27,139,874)
Balance, end of year	\$ 4,124,389	\$ 271,863
	2023	2022
<u>Deferred capital revenue - unspent</u>		
Unspent deferred capital revenue, beginning of year	\$ 4,002,328	\$ 301,000
Provincial Grants - Ministry of Education	3,788,912	8,365,564
Provincial Grants - Other	3,248,285	3,832,518
Transfer to deferred capital revenue	(3,865,223)	(8,224,891)
Transfer to deferred capital revenue - work in progress	(3,993,199)	(271,863)
Balance, end of year	\$ 3,181,103	\$ 4,002,328
Total deferred capital revenue balance, end of year	\$ 134,881,075	\$ 133,325,941

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.

SCHOOL DISTRICT NO. 71 (COMOX VALLEY)
NOTES TO FINANCIAL STATEMENTS
YEAR ENDED JUNE 30, 2023

	2023	2022
<i>Reconciliation of Accrued Benefit Obligation</i>		
Accrued Benefit Obligation - April 1	\$ 3,352,421	\$ 3,238,936
Service Cost	306,299	287,503
Interest Cost	110,629	83,548
Benefit Payments	(244,558)	(172,231)
Increase (Decrease) in obligation due to Plan Amendment	0	(141,960)
Actuarial (Gain) Loss	(276,250)	56,625
Accrued Benefit Obligation - March 31	\$ 3,248,541	\$ 3,352,421

	2023	2022
<i>Reconciliation of Funded Status at End of Fiscal Year</i>		
Accrued Benefit Obligation - March 31	\$ 3,248,541	\$ 3,352,421
Funded Status - Surplus (Deficit)	(3,248,541)	(3,352,421)
Employer Contributions after Measurement Date	39,567	12,926
Benefits Expense After Measurement Date	(108,837)	(104,232)
Unamortized Net Actuarial (Gain) Loss	(695,300)	(544,327)
Accrued Benefit Asset (Liability) - June 30	\$ (4,013,110)	\$ (3,988,054)

<i>Reconciliation of Change in Accrued Benefit Liability</i>		
Accrued Benefit Liability (Asset) - July 1	\$ 3,988,055	\$ 4,049,278
Net Expense for Fiscal Year	296,254	85,886
Employer Contributions	(271,199)	(147,110)
Accrued Benefit Liability (Asset) - June 30	\$ 4,013,110	\$ 3,988,054

<i>Components of Net Benefit Expense</i>		
Service Cost	\$ 305,081	\$ 292,202
Interest Cost	116,451	90,318
Immediate Recognition of Plan Amendment		(141,960)
Amortization of Net Actuarial (Gain)/Loss	(125,278)	(154,674)
Net Benefit Expense (Income)	\$ 296,254	\$ 85,886

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

	June 30, 2023	June 30, 2022
Discount Rate - April 1	3.25%	2.25%
Discount Rate - March 31	4.00%	3.25%
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	9.3 years	9.3 years

SCHOOL DISTRICT NO. 71 (COMOX VALLEY)
NOTES TO FINANCIAL STATEMENTS
YEAR ENDED JUNE 30, 2023

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.

Thus, there was no corresponding interest expense for the years ending 2022 and 2023.

NOTE 11 TANGIBLE CAPITAL ASSETS

	June 30, 2022	
Net Book Value:	June 30, 2023	as restated
Sites	\$ 14,800,889	\$ 14,800,889
Buildings	146,686,756	142,977,656
Furniture & Equipment	7,375,228	6,396,771
Vehicles	1,308,852	1,366,800
Computer Hardware	3,358,042	3,800,748
Total	\$ 173,529,767	\$ 169,342,864

June 30, 2023

Cost:	Balance at July 1, 2022	Prior Period Adjustment (ARO)	Revised Balance at July 1, 2022	Additions	Disposals	Transfers (WIP)	Balance at June 30, 2023
Sites	\$ 14,800,889	\$ -	\$ 14,800,889	\$ -	\$ -	\$ -	\$ 14,800,889
Buildings	242,892,979	13,407,719	\$ 256,300,698	5,428,191	-	3,987,201	265,716,090
Furniture & Equipment	7,962,968	-	\$ 7,962,968	2,007,294	50,000	5,998	9,926,260
Vehicles	2,153,533	-	\$ 2,153,533	162,011	69,898	-	2,245,646
Computer Hardware	6,379,476	-	\$ 6,379,476	865,543	542,006	-	6,703,013
Total	\$ 274,189,845	\$ 13,407,719	\$ 287,597,564	\$ 8,463,039	\$ 661,904	3,993,199	\$ 299,391,898

June 30, 2023

Accumulated Amortization:	Balance at July 1, 2022	Prior Period Adjustment (ARO)	Revised Balance at July 1, 2022	Additions	Disposals	Balance at June 30, 2023
Sites	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Buildings	100,008,797	13,314,245	\$ 113,323,042	5,706,292	-	119,029,334
Furniture & Equipment	1,706,870	-	\$ 1,706,870	894,162	50,000	2,551,032
Vehicles	786,733	-	\$ 786,733	219,959	69,898	936,794
Computer Hardware	2,578,728	-	\$ 2,578,728	1,308,249	542,006	3,344,971
Total	\$ 105,081,128	\$ 13,314,245	\$ 118,395,373	\$ 8,128,662	\$ 661,904	\$ 125,862,131

SCHOOL DISTRICT NO. 71 (COMOX VALLEY)
NOTES TO FINANCIAL STATEMENTS
YEAR ENDED JUNE 30, 2023

NOTE 11 TANGIBLE CAPITAL ASSETS (Continued)

June 30, 2022

Cost:	Balance at July 1, 2021	Prior Period Adjustment (ARO)	Revised Balance at July 1, 2021	Additions	Disposals	Transfers (WIP)	Balance at June 30, 2022 - restated (see Note 24)
Sites	\$ 14,151,889		\$ 649,000	\$ -	\$ -	\$ -	\$ 14,800,889
Buildings	234,391,861	13,407,719	247,799,580	37,358,584	865,546	27,991,920	256,300,698
Furniture & Equipment	6,780,078		1,199,654	-	-	123,909	8,103,641
Vehicles	2,037,537		229,823	113,827	-	-	2,153,533
Computer Hardware	4,758,503		1,812,363	191,390	-	-	6,379,476
Total	\$262,119,868	\$ 13,407,719	\$ 247,799,580	\$ 41,249,424	\$ 1,170,763	28,115,829	\$ 287,738,237

June 30, 2022

Accumulated Amortization:	Balance at July 1, 2021	Prior Period Adjustment (ARO)	Revised Balance at July 1, 2021	Additions	Disposals	Balance at June 30, 2022 - restated (see Note 24)
Sites	\$ -		\$ -	\$ -	\$ -	\$ -
Buildings	95,715,630	13,314,245	109,029,875	5,158,713	865,546	113,323,042
Furniture & Equipment	970,556		736,314	-	-	1,706,870
Vehicles	691,006		209,554	113,827	-	786,733
Computer Hardware	1,656,320		1,113,798	191,390	-	2,578,728
Total	\$ 99,033,512	\$ 13,314,245	\$ 109,029,875	\$ 7,218,379	\$ 1,170,763	\$ 118,395,373

NOTE 12 DISPOSAL OF SITES AND BUILDINGS

In the 2016-17 school year, the District entered into a tri-party agreement with the Corporation of the City of Courtenay and the Comox Valley Regional District involving a land swap and the sale of the existing School Board Office. Proceeds were recorded as \$600,000 cash and \$265,000 prepaid rent, resulting in a then gain on disposal. The sale of the School Board Office to the Comox Valley Regional District completed on June 18, 2021. In 2021, the District received proceeds of \$700,000, of which \$600,000 was recorded as cash, and \$100,000 as prepaid rent. The disposed office was funded by both Board and Ministry of Education funds. Thus, a portion of the cash proceeds were recorded in 2021 as Ministry of Education Restricted Capital in the amount of \$301,000. The Prepaid Rent began amortization in 2021/22 and will be recorded as such for the life of the 99-year lease agreement.

NOTE 13 EMPLOYEE PENSION PLANS

The School District and its employees contribute to the Teachers' Pension Plan and Municipal Pension Plan (jointly trustee 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, 2022, the Teachers' Pension Plan has about 50,000 active members and approximately 40,000 retired members. As of December 31, 2022, the Municipal Pension Plan has about 240,000 active members, including approximately 30,000 from school districts.

SCHOOL DISTRICT NO. 71 (COMOX VALLEY)
NOTES TO FINANCIAL STATEMENTS
YEAR ENDED JUNE 30, 2023

NOTE 13 **EMPLOYEE PENSION PLANS** *(continued)*

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, 2020, indicated a \$1,584 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, 2021, indicated a \$3,761 million funding surplus for basic pension benefits on a going concern basis.

The School District paid \$8,826,521 for employer contributions to the plans for the year ended June 30, 2023 (2022: \$8,185,836).

The next valuation for the Teachers' Pension Plan will be as at December 31, 2023. The next valuation for the Municipal Pension Plan will be as at December 31, 2024, with results available in 2025.

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.

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**

Prior to 2023, the School District had 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 has become a liability as the terms of the contracts were met. The Lake Trail Middle School capital project funding agreement finalized with project funding of be \$25,524,753 with an additional risk reserve of \$557,920.

Currently, the School District has entered into multiple-year contracts for the construction of tangible capital assets, specifically three 75 seat childcare facilities funded through the "Childcare BC New Spaces Fund" and a self-funded project for a new Administrative Office.

SCHOOL DISTRICT NO. 71 (COMOX VALLEY)
NOTES TO FINANCIAL STATEMENTS
YEAR ENDED JUNE 30, 2023

NOTE 15 **CONTRACTUAL OBLIGATIONS** *(continued)*

The Cumberland childcare facility is nearing completion and will finalize at or under its budget of \$4,160,520. The Glacier View Childcare facilities has funding to a maximum of \$4,047,934 and the Arden Childcare facility has funding to a maximum of \$3,890,906. The projects do not have an unrecorded liability as the funding was adjusted to the contractual cost to complete each project, thus the contractual obligation for the three projects totals \$12,099,360.

The Administrative Office project located at 2488 Idiens Way Courtenay is projected to cost \$8,900,000 which includes the contractual obligations to finish the project and a 10% contingency. Note 19 states that as of June 2023, the Board has allocated \$5,485,967 in Local Capital for the project. With an additional \$1,200,000 allocated to the Board Office Project in “Internally Restricted for Unusual Expenses” plus the \$750,000 anticipated to be allocated in each of the two upcoming fiscals, the allocated funding for the project is \$8,185,967. The District has not recorded a liability because the project is self-funded. Staff anticipates being able to transfer an additional \$750,000 in the 23/24 Amended Budget, thus the project will be fully funded. Alternatively, if the available funding is less than anticipated, the scope of the project will be reduced.

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. The District has extended the contract an additional 3 years including escalation. Contractual costs have been estimated and incrementally increased by a minimum of 5% annually based on the extended contract terms.

	2023		2024		2025
Transportation Contract	\$ 2,543,341	\$	2,670,508	\$	2,804,033

NOTE 16 **CONTINGENT LIABILITIES**

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.

NOTE 17 **BUDGET FIGURES**

Budget figures were approved by the Board through the adoption of an amended annual budget on February 28, 2023. Differences between the amended and original budget adopted May 24, 2022 are presented below:

	AMENDED Annual Budget		Preliminary (Annual) Budget		Change
Revenues					
Provincial Grants					
Ministry of Education	\$ 122,529,182	\$	115,388,252	\$	(7,140,930)
Other	217,000		160,000		(57,000)
Tuition	2,976,750		2,736,750		(240,000)
Other Revenue	2,309,722		1,940,461		(369,261)
Rentals and Leases	130,000		120,000		(10,000)
Investment Income	954,793		190,100		(764,693)
Amortization of Deferred Capital Revenue	5,476,854		5,306,029		(170,825)
Total Revenue	\$ 134,594,301	\$	125,841,592	\$	(8,752,709)

SCHOOL DISTRICT NO. 71 (COMOX VALLEY)
NOTES TO FINANCIAL STATEMENTS
YEAR ENDED JUNE 30, 2023

NOTE 17 **BUDGET FIGURES (continued)**

Expenses			
Instruction	\$ 107,311,038	\$ 99,613,564	\$ (7,697,474)
District Administration	4,503,261	4,137,564	(365,697)
Operations and Maintenance	21,222,602	19,697,431	(1,525,171)
Transportation and Housing	2,715,511	2,303,166	(412,345)
Total Expense	\$ 135,752,412	\$ 125,751,725	\$ (10,000,687)
<hr/>			
Net Revenue (Expense)	\$ (1,158,111)	89,867	\$ 1,247,978
<hr/>			
Budgeted Allocation of Surplus	4,679,104	-	(4,679,104)
<hr/>			
Budgeted Surplus (Deficit) for the year	\$ 3,520,993	89,867	\$ (3,431,126)

NOTE 18 **EXPENSE BY OBJECT**

	2023	2022 (as restated)
	<hr/>	<hr/>
Salaries and benefits	\$ 106,659,421	\$ 98,212,835
Services and supplies	19,019,142	17,523,947
Amortization	8,128,662	7,246,541
	<hr/>	<hr/>
	\$ 133,807,225	\$ 122,983,323

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.

SCHOOL DISTRICT NO. 71 (COMOX VALLEY)
NOTES TO FINANCIAL STATEMENTS
YEAR ENDED JUNE 30, 2023

NOTE 19 **ACCUMULATED SURPLUS (Continued)**

Interfund transfers between the operating, special purpose and capital funds for the year ended June 30, 2023, were as follows:

- \$455,369 was transferred from the operating fund to the capital fund for the purchase of capital assets;
- \$88,816 were transferred from the special purpose fund to the capital fund for the purchase of capital assets;
- \$5,541,018 was transferred from the operating fund to local capital.

ACCUMULATED SURPLUS

	2023	2022
Operating Fund		
Internally restricted (appropriated):		
Net School Surpluses	\$ 2,055	\$ 86,291
Pathways to Hope (ICY funding)	205,714	253,235
Indigenous Education	90,921	291,105
Purchase Order Commitments	125,592	309,371
District/Program Initiatives	226,991	242,999
Modulars/Furniture	600,000	676,019
Equipment	295,000	-
Technology	1,035,000	-
Outdoor Classrooms	-	175,000
Board Office Reserve	1,200,000	2,000,000
School Fire Suppression project	-	300,000
Future Capital Project Pre-Engineering & Design	-	50,000
Teacher Mentorship	21,058	88,656
Anti-Racism in Early Care	2,426	6,429
Childcare Facilities	-	200,000
Subtotal (internally restricted)	\$ 3,804,757	\$ 4,679,104
Unrestricted operating surplus	2,146,443	2,063,748
 Total available for future operations	 \$ 5,951,200	 \$ 6,742,852
 Capital Fund		
Invested in tangible capital assets	\$ 28,422,079	\$ 26,611,535
Local Capital	6,230,133	4,414,458
	\$ 34,652,212	\$ 31,025,993
 Total Accumulated Surplus	 \$ 40,603,412	 \$ 37,768,845

SCHOOL DISTRICT NO. 71 (COMOX VALLEY)
NOTES TO FINANCIAL STATEMENTS
YEAR ENDED JUNE 30, 2023

NOTE 19 **ACCUMULATED SURPLUS** *(Continued)*

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

Board Office Project	5,485,965
Fine Arts Equipment	10,888
Copier and Printer Fleet Replacement	21,719
Facility & IT Reserves	639,544
Classroom Renovations	72,017
	<u>\$ 6,230,133</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, 2023

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 2021 related to credit, market or liquidity risks.

NOTE 22 ASSET RETIREMENT OBLIGATION

Legal liabilities exist for the removal and disposal of asbestos and other environmentally hazardous materials within some district owned buildings that will undergo major renovations or demolition in the future. A reasonable estimate of the fair value of the obligation has been recognized using the modified retroactive approach as at July 1, 2022 (see Note 24 – Prior Period Adjustment – Change in Accounting Policy). The obligation has been measured at current cost as the timing of future cash flows cannot be reasonably determined. These costs have been capitalized as part of the assets’ carrying value and are amortized over the assets’ estimated useful lives.

	2023
Asset Retirement Obligation, July 1, 2021 (See Note 24)	\$ 13,407,719
Settlements during the year	-
Asset Retirement Obligation, closing balance, July 1, 2022	\$ 13,407,719

SCHOOL DISTRICT NO. 71 (COMOX VALLEY)
NOTES TO FINANCIAL STATEMENTS
YEAR ENDED JUNE 30, 2023

NOTE 23 SUPPLEMENTARY CASH FLOW INFORMATION

Interest collected and paid during the year was as follows:

	2023	2022
Interest collected	\$ 806,020	\$ 215,895
Interest paid	-	-

NOTE 24 PRIOR PERIOD ADJUSTMENT – CHANGE IN ACCOUNTING POLICY

On July 1, 2022 the School District adopted Canadian public sector accounting standard PS 3280 Asset Retirement Obligations. This new standard addresses the recognition, measurement, presentation and disclosure of legal obligations associated with the retirement of certain tangible capital assets such as asbestos removal in buildings that will undergo major renovation or demolition in the future (see Note 22). This standard was adopted using the modified retroactive approach.

On July 1, 2022 the School District recognized an asset retirement obligation relating to several owned buildings that contain asbestos and other hazardous materials. The liability has been measured at current cost as the timing and amounts of future cash flows cannot be estimated. The associated costs have been reported as an increase to the carrying value of the associated tangible capital assets. Accumulated amortization has been recorded from the later of, the date of acquisition of the related asset or April 1, 1988.

Note: The comparative annual budget figures reflected in the 2022-2023 Financial Statements have been restated to reflect the prior period adjustment noted above.

The impact of the prior period adjustment on the June 30, 2022 comparative amounts is as follows:

	Increase (Decrease)
Asset Retirement Obligation (liability)	\$13,407,719
Tangible Capital Assets – cost	\$ 13,407,719
Tangible Capital Assets – accumulated amortization	\$ 13,314,245
Operations & Maintenance Expense – Asset amortization (2022)	\$ 28,162
Accumulated Surplus – Invested in Capital Assets	(\$13,314,245)

School District No. 71 (Comox Valley)

Schedule of Changes in Accumulated Surplus (Deficit) by Fund
Year Ended June 30, 2023

	Operating Fund	Special Purpose Fund	Capital Fund	2023 Actual	2022 Actual (Restated)
	\$	\$	\$	\$	\$
Accumulated Surplus (Deficit), beginning of year	6,742,852		31,025,993	37,768,845	49,152,453
Prior Period Adjustments					(13,286,083)
Accumulated Surplus (Deficit), beginning of year, as restated	6,742,852	-	31,025,993	37,768,845	35,866,370
Changes for the year					
Surplus (Deficit) for the year	5,204,735	88,816	(2,458,984)	2,834,567	1,902,475
Interfund Transfers					
Tangible Capital Assets Purchased	(455,369)	(88,816)	544,185	-	
Local Capital	(5,541,018)		5,541,018	-	
Net Changes for the year	(791,652)	-	3,626,219	2,834,567	1,902,475
Accumulated Surplus (Deficit), end of year - Statement 2	5,951,200	-	34,652,212	40,603,412	37,768,845

School District No. 71 (Comox Valley)

Schedule 2 (Unaudited)

Schedule of Operating Operations

Year Ended June 30, 2023

	2023 Budget (Note 17) \$	2023 Actual \$	2022 Actual (Restated) \$
Revenues			
Provincial Grants			
Ministry of Education and Child Care	106,699,641	107,487,074	99,840,808
Other	217,000	231,500	275,900
Tuition	2,976,750	2,976,038	2,959,945
Other Revenue	835,222	857,225	752,926
Rentals and Leases	130,000	169,031	62,125
Investment Income	653,693	806,020	131,128
Total Revenue	<u>111,512,306</u>	<u>112,526,888</u>	<u>104,022,832</u>
Expenses			
Instruction	90,429,153	87,875,849	81,237,021
District Administration	4,503,261	4,103,220	3,792,981
Operations and Maintenance	12,818,629	12,653,164	12,434,018
Transportation and Housing	2,628,349	2,689,920	2,401,473
Total Expense	<u>110,379,392</u>	<u>107,322,153</u>	<u>99,865,493</u>
Operating Surplus (Deficit) for the year	<u>1,132,914</u>	<u>5,204,735</u>	<u>4,157,339</u>
Budgeted Appropriation (Retirement) of Surplus (Deficit)	<u>4,679,104</u>		
Net Transfers (to) from other funds			
Tangible Capital Assets Purchased	(271,000)	(455,369)	(1,029,394)
Local Capital	(5,541,018)	(5,541,018)	(3,980,000)
Total Net Transfers	<u>(5,812,018)</u>	<u>(5,996,387)</u>	<u>(5,009,394)</u>
Total Operating Surplus (Deficit), for the year	<u>-</u>	<u>(791,652)</u>	<u>(852,055)</u>
Operating Surplus (Deficit), beginning of year		6,742,852	7,594,907
Operating Surplus (Deficit), end of year		<u>5,951,200</u>	<u>6,742,852</u>
Operating Surplus (Deficit), end of year			
Internally Restricted		3,804,757	4,679,104
Unrestricted		2,146,443	2,063,748
Total Operating Surplus (Deficit), end of year		<u>5,951,200</u>	<u>6,742,852</u>

School District No. 71 (Comox Valley)

Schedule 2A (Unaudited)

Schedule of Operating Revenue by Source

Year Ended June 30, 2023

	2023 Budget (Note 17) \$	2023 Actual \$	2022 Actual (Restated) \$
Provincial Grants - Ministry of Education and Child Care			
Operating Grant, Ministry of Education and Child Care	101,681,310	102,114,478	98,580,744
ISC/LEA Recovery	(181,007)	(123,579)	(176,525)
Other Ministry of Education and Child Care Grants			
Pay Equity	451,831	451,831	451,831
Funding for Graduated Adults	135,000	122,292	165,990
Student Transportation Fund	421,375	421,375	421,375
Support Staff Benefits Grant	112,481	114,269	112,481
FSA Scorer Grant	14,464	14,464	15,964
Early Learning Framework (ELF) Implementation	1,795	1,795	2,677
Labour Settlement Funding	3,852,346	3,951,706	
Equity Scan	2,381	2,381	3,000
Anti-Racism in Early Care	6,429	6,429	6,429
Integrated Child & Youth (ICY) Teams	179,640	409,633	253,235
Extreme Weather			3,607
February 2023 Enrollment Count	21,596		
Total Provincial Grants - Ministry of Education and Child Care	106,699,641	107,487,074	99,840,808
Provincial Grants - Other	217,000	231,500	275,900
Tuition			
International and Out of Province Students	2,976,750	2,976,038	2,959,945
Total Tuition	2,976,750	2,976,038	2,959,945
Other Revenues			
Funding from First Nations	181,007	123,579	176,525
Miscellaneous			
Instructional Cafeteria	120,000	144,780	133,528
Miscellaneous	534,215	588,866	442,873
Total Other Revenue	835,222	857,225	752,926
Rentals and Leases	130,000	169,031	62,125
Investment Income	653,693	806,020	131,128
Total Operating Revenue	111,512,306	112,526,888	104,022,832

School District No. 71 (Comox Valley)

Schedule 2B (Unaudited)

Schedule of Operating Expense by Object

Year Ended June 30, 2023

	2023 Budget (Note 17) \$	2023 Actual \$	2022 Actual (Restated) \$
Salaries			
Teachers	45,884,902	44,491,102	41,439,858
Principals and Vice Principals	5,881,597	5,702,416	5,383,773
Educational Assistants	7,082,391	6,663,788	6,519,542
Support Staff	10,137,916	9,884,924	8,906,698
Other Professionals	3,689,995	3,647,472	3,273,254
Substitutes	3,883,817	4,019,722	3,444,981
Total Salaries	76,560,618	74,409,424	68,968,106
Employee Benefits	18,027,872	17,702,394	16,358,646
Total Salaries and Benefits	94,588,490	92,111,818	85,326,752
Services and Supplies			
Services	3,905,138	3,623,830	3,552,736
Student Transportation	2,600,841	2,665,942	2,377,593
Professional Development and Travel	920,993	965,047	557,753
Rentals and Leases	235,894	210,517	144,588
Dues and Fees	99,444	81,648	84,112
Insurance	220,800	199,522	214,770
Supplies	5,456,834	5,265,639	5,304,874
Utilities	2,350,958	2,198,190	2,302,315
Total Services and Supplies	15,790,902	15,210,335	14,538,741
Total Operating Expense	110,379,392	107,322,153	99,865,493

School District No. 71 (Comox Valley)

Schedule 2C (Unaudited)

Operating Expense by Function, Program and Object

Year Ended June 30, 2023

	Teachers Salaries	Principals and Vice Principals Salaries	Educational Assistants Salaries	Support Staff Salaries	Other Professionals Salaries	Substitutes Salaries	Total Salaries
	\$	\$	\$	\$	\$	\$	\$
1 Instruction							
1.02 Regular Instruction	35,630,839	822,465		52,625		2,934,006	39,439,935
1.03 Career Programs	596,933	43,234	43,562	180,842		14,207	878,778
1.07 Library Services	195,384			748,827		41,673	985,884
1.08 Counselling	1,955,086			34,476	150,330	12,436	2,152,328
1.10 Special Education	4,571,184	198,030	5,622,787	149,236	196,458	358,394	11,096,089
1.30 English Language Learning	271,667			29,343		1,229	302,239
1.31 Indigenous Education	357,868	149,420	997,439	161,832	64,788	9,121	1,740,468
1.41 School Administration		4,341,295		2,025,991		380,777	6,748,063
1.62 International and Out of Province Students	912,141	147,972		151,267	219,175	45,701	1,476,256
1.64 Other				163,288		6,195	169,483
Total Function 1	44,491,102	5,702,416	6,663,788	3,697,727	630,751	3,803,739	64,989,523
4 District Administration							
4.11 Educational Administration					990,664		990,664
4.40 School District Governance					213,844		213,844
4.41 Business Administration				368,892	1,069,320		1,438,212
Total Function 4	-	-	-	368,892	2,273,828	-	2,642,720
5 Operations and Maintenance							
5.41 Operations and Maintenance Administration					728,360		728,360
5.50 Maintenance Operations				5,267,586		215,983	5,483,569
5.52 Maintenance of Grounds				550,719			550,719
5.56 Utilities							-
Total Function 5	-	-	-	5,818,305	728,360	215,983	6,762,648
7 Transportation and Housing							
7.41 Transportation and Housing Administration					14,533		14,533
7.70 Student Transportation							-
Total Function 7	-	-	-	-	14,533	-	14,533
9 Debt Services							
Total Function 9	-	-	-	-	-	-	-
Total Functions 1 - 9	44,491,102	5,702,416	6,663,788	9,884,924	3,647,472	4,019,722	74,409,424

School District No. 71 (Comox Valley)

Schedule 2C (Unaudited)

Operating Expense by Function, Program and Object

Year Ended June 30, 2023

	Total Salaries	Employee Benefits	Total Salaries and Benefits	Services and Supplies	2023 Actual	2023 Budget (Note 17)	2022 Actual (Restated)
	\$	\$	\$	\$	\$	\$	\$
1 Instruction							
1.02 Regular Instruction	39,439,935	9,350,639	48,790,574	4,074,465	52,865,039	55,138,968	49,760,067
1.03 Career Programs	878,778	211,875	1,090,653	301,196	1,391,849	1,447,879	1,329,102
1.07 Library Services	985,884	284,436	1,270,320	360,856	1,631,176	1,678,624	1,406,334
1.08 Counselling	2,152,328	526,689	2,679,017	13,031	2,692,048	2,657,446	2,108,886
1.10 Special Education	11,096,089	2,700,463	13,796,552	161,737	13,958,289	14,478,305	12,901,522
1.30 English Language Learning	302,239	78,586	380,825	777	381,602	369,016	234,618
1.31 Indigenous Education	1,740,468	431,803	2,172,271	589,850	2,762,121	2,942,513	2,490,532
1.41 School Administration	6,748,063	1,588,609	8,336,672	777,736	9,114,408	8,894,048	8,376,388
1.62 International and Out of Province Students	1,476,256	367,134	1,843,390	777,253	2,620,643	2,426,951	2,195,559
1.64 Other	169,483	44,086	213,569	245,105	458,674	395,403	434,013
Total Function 1	64,989,523	15,584,320	80,573,843	7,302,006	87,875,849	90,429,153	81,237,021
4 District Administration							
4.11 Educational Administration	990,664	196,135	1,186,799	103,659	1,290,458	1,320,078	1,259,398
4.40 School District Governance	213,844	27,943	241,787	143,287	385,074	418,165	288,805
4.41 Business Administration	1,438,212	323,464	1,761,676	666,012	2,427,688	2,765,018	2,244,778
Total Function 4	2,642,720	547,542	3,190,262	912,958	4,103,220	4,503,261	3,792,981
5 Operations and Maintenance							
5.41 Operations and Maintenance Administration	728,360	153,862	882,222	434,605	1,316,827	1,366,684	1,213,811
5.50 Maintenance Operations	5,483,569	1,300,131	6,783,700	1,424,057	8,207,757	8,341,033	8,112,916
5.52 Maintenance of Grounds	550,719	113,704	664,423	265,967	930,390	759,954	804,976
5.56 Utilities	-	-	-	2,198,190	2,198,190	2,350,958	2,302,315
Total Function 5	6,762,648	1,567,697	8,330,345	4,322,819	12,653,164	12,818,629	12,434,018
7 Transportation and Housing							
7.41 Transportation and Housing Administration	14,533	2,835	17,368	6,610	23,978	27,508	23,880
7.70 Student Transportation	-	-	-	2,665,942	2,665,942	2,600,841	2,377,593
Total Function 7	14,533	2,835	17,368	2,672,552	2,689,920	2,628,349	2,401,473
9 Debt Services							
Total Function 9	-	-	-	-	-	-	-
Total Functions 1 - 9	74,409,424	17,702,394	92,111,818	15,210,335	107,322,153	110,379,392	99,865,493

School District No. 71 (Comox Valley)

Schedule 3 (Unaudited)

Schedule of Special Purpose Operations

Year Ended June 30, 2023

	2023 Budget (Note 17) \$	2023 Actual \$	2022 Actual (Restated) \$
Revenues			
Provincial Grants			
Ministry of Education and Child Care	15,829,541	15,735,517	13,650,830
Other Revenue	1,474,500	2,679,629	2,214,661
Investment Income	15,500	30,080	5,798
Total Revenue	17,319,541	18,445,226	15,871,289
Expenses			
Instruction	16,881,885	17,944,428	15,320,563
Operations and Maintenance	350,494	350,494	500,787
Transportation and Housing	87,162	61,488	49,939
Total Expense	17,319,541	18,356,410	15,871,289
Special Purpose Surplus (Deficit) for the year	-	88,816	-
Net Transfers (to) from other funds			
Tangible Capital Assets Purchased		(88,816)	
Total Net Transfers	-	(88,816)	-
Total Special Purpose Surplus (Deficit) for the year	-	-	-
Special Purpose Surplus (Deficit), beginning of year			
Special Purpose Surplus (Deficit), end of year		-	-

School District No. 71 (Comox Valley)

Changes in Special Purpose Funds and Expense by Object
Year Ended June 30, 2023

	Annual Facility Grant	Learning Improvement Fund	Scholarships and Bursaries	School Generated Funds	Strong Start	Ready, Set, Learn	OLEP
	\$	\$	\$	\$	\$	\$	\$
Deferred Revenue, beginning of year		89,957	759,143	768,112			
Add: Restricted Grants							
Provincial Grants - Ministry of Education and Child Care	350,494	357,806			160,000	39,200	414,618
Other			40,345	2,588,182			
Investment Income			30,080				
	350,494	357,806	70,425	2,588,182	160,000	39,200	414,618
Less: Allocated to Revenue	350,494	394,989	57,651	2,539,531	160,000	39,200	414,618
Recovered							
Deferred Revenue, end of year	-	52,774	771,917	816,763	-	-	-
Revenues							
Provincial Grants - Ministry of Education and Child Care	350,494	394,989			160,000	39,200	414,618
Other Revenue			27,571	2,539,531			
Investment Income			30,080				
	350,494	394,989	57,651	2,539,531	160,000	39,200	414,618
Expenses							
Salaries							
Teachers							98,543
Principals and Vice Principals							59,992
Educational Assistants		309,473					
Support Staff	254,496				117,314	28,285	
Substitutes					726		55,138
	254,496	309,473	-	-	118,040	28,285	213,673
Employee Benefits	66,169	85,516			41,960	7,715	38,893
Services and Supplies	29,829		57,651	2,539,531		3,200	162,052
	350,494	394,989	57,651	2,539,531	160,000	39,200	414,618
Net Revenue (Expense) before Interfund Transfers	-	-	-	-	-	-	-
Interfund Transfers							
Tangible Capital Assets Purchased	-	-	-	-	-	-	-
Net Revenue (Expense)	-	-	-	-	-	-	-

School District No. 71 (Comox Valley)

Schedule 3A (Unaudited)

Changes in Special Purpose Funds and Expense by Object
Year Ended June 30, 2023

	CommunityLINK	Classroom Enhancement Fund - Overhead	Classroom Enhancement Fund - Staffing	Classroom Enhancement Fund - Remedies	First Nation Student Transportation	Mental Health in Schools	Changing Results for Young Children
	\$	\$	\$	\$	\$	\$	\$
Deferred Revenue, beginning of year	71,788			7,110	9,459	46,773	27,723
Add: Restricted Grants							
Provincial Grants - Ministry of Education and Child Care	615,774	1,526,752	10,892,178	230,521	52,703	51,000	11,250
Other							
Investment Income							
	615,774	1,526,752	10,892,178	230,521	52,703	51,000	11,250
Less: Allocated to Revenue	569,251	1,526,752	10,892,178	230,521	61,488	63,571	29,754
Recovered				7,110			
Deferred Revenue, end of year	118,311	-	-	-	674	34,202	9,219
Revenues							
Provincial Grants - Ministry of Education and Child Care	569,251	1,526,752	10,892,178	230,521	61,488	63,571	29,754
Other Revenue							
Investment Income							
	569,251	1,526,752	10,892,178	230,521	61,488	63,571	29,754
Expenses							
Salaries							
Teachers			8,544,562	19,193			
Principals and Vice Principals		248,820					
Educational Assistants	321,754	639,776					
Support Staff	56,740	150,860				37,048	
Substitutes	755	143,329		127,080			18,479
	379,249	1,182,785	8,544,562	146,273	-	37,048	18,479
Employee Benefits	102,270	329,567	2,347,616	46,192		11,299	1,323
Services and Supplies	87,732	14,400		38,056	61,488	15,224	9,952
	569,251	1,526,752	10,892,178	230,521	61,488	63,571	29,754
Net Revenue (Expense) before Interfund Transfers	-	-	-	-	-	-	-
Interfund Transfers							
Tangible Capital Assets Purchased	-	-	-	-	-	-	-
Net Revenue (Expense)	-	-	-	-	-	-	-

School District No. 71 (Comox Valley)

Schedule 3A (Unaudited)

Changes in Special Purpose Funds and Expense by Object
Year Ended June 30, 2023

	Early Childhood Education Dual Credit Program	Student & Family Affordability	SEY2KT (Early Years to Kindergarten)	ECL (Early Care & Learning)	Professional Development	CVCF Student Travel	MHIS Resources
	\$	\$	\$	\$	\$	\$	\$
Deferred Revenue, beginning of year					140,062	36,076	5,708
Add: Restricted Grants							
Provincial Grants - Ministry of Education and Child Care	40,000	980,354	19,000	175,000			
Other					66,696	26,745	
Investment Income							
	40,000	980,354	19,000	175,000	66,696	26,745	-
Less: Allocated to Revenue	4,809	798,184	19,000	175,000	77,937	34,590	5,708
Recovered							
Deferred Revenue, end of year	35,191	182,170	-	-	128,821	28,231	-
Revenues							
Provincial Grants - Ministry of Education and Child Care	4,809	798,184	19,000	175,000			5,708
Other Revenue					77,937	34,590	
Investment Income							
	4,809	798,184	19,000	175,000	77,937	34,590	5,708
Expenses							
Salaries							
Teachers							
Principals and Vice Principals				141,850			
Educational Assistants							
Support Staff		34,852					
Substitutes			14,250				
	-	34,852	14,250	141,850	-	-	-
Employee Benefits		10,187	4,750	30,831			
Services and Supplies	4,809	664,329		2,319	77,937	34,590	5,708
	4,809	709,368	19,000	175,000	77,937	34,590	5,708
Net Revenue (Expense) before Interfund Transfers	-	88,816	-	-	-	-	-
Interfund Transfers							
Tangible Capital Assets Purchased		(88,816)					
	-	(88,816)	-	-	-	-	-
Net Revenue (Expense)	-	-	-	-	-	-	-

School District No. 71 (Comox Valley)

Changes in Special Purpose Funds and Expense by Object
Year Ended June 30, 2023

	<u>TOTAL</u>
	\$
Deferred Revenue, beginning of year	1,961,911
Add: Restricted Grants	
Provincial Grants - Ministry of Education and Child Care	15,916,650
Other	2,721,968
Investment Income	30,080
	<u>18,668,698</u>
Less: Allocated to Revenue	18,445,226
Recovered	7,110
Deferred Revenue, end of year	<u><u>2,178,273</u></u>
Revenues	
Provincial Grants - Ministry of Education and Child Care	15,735,517
Other Revenue	2,679,629
Investment Income	30,080
	<u>18,445,226</u>
Expenses	
Salaries	
Teachers	8,662,298
Principals and Vice Principals	450,662
Educational Assistants	1,271,003
Support Staff	679,595
Substitutes	359,757
	<u>11,423,315</u>
Employee Benefits	3,124,288
Services and Supplies	3,808,807
	<u>18,356,410</u>
Net Revenue (Expense) before Interfund Transfers	<u>88,816</u>
Interfund Transfers	
Tangible Capital Assets Purchased	(88,816)
	<u>(88,816)</u>
Net Revenue (Expense)	<u><u>-</u></u>

School District No. 71 (Comox Valley)

Schedule 4 (Unaudited)

Schedule of Capital Operations

Year Ended June 30, 2023

	2023	2023 Actual			2022
	Budget (Note 17)	Invested in Tangible Capital Assets	Local Capital	Fund Balance	Actual (Restated)
	\$	\$	\$	\$	\$
Revenues					
Investment Income	285,600		187,615	187,615	78,969
Amortization of Deferred Capital Revenue	5,476,854	5,482,063		5,482,063	4,912,708
Total Revenue	5,762,454	5,482,063	187,615	5,669,678	4,991,677
Expenses					
Amortization of Tangible Capital Assets					
Operations and Maintenance	8,053,479	8,128,662		8,128,662	7,246,541
Total Expense	8,053,479	8,128,662	-	8,128,662	7,246,541
Capital Surplus (Deficit) for the year	(2,291,025)	(2,646,599)	187,615	(2,458,984)	(2,254,864)
Net Transfers (to) from other funds					
Tangible Capital Assets Purchased	271,000	544,185		544,185	1,029,394
Local Capital	5,541,018		5,541,018	5,541,018	3,980,000
Total Net Transfers	5,812,018	544,185	5,541,018	6,085,203	5,009,394
Other Adjustments to Fund Balances					
Tangible Capital Assets Purchased from Local Capital		3,912,958	(3,912,958)	-	
Total Other Adjustments to Fund Balances		3,912,958	(3,912,958)	-	
Total Capital Surplus (Deficit) for the year	3,520,993	1,810,544	1,815,675	3,626,219	2,754,530
Capital Surplus (Deficit), beginning of year		26,611,535	4,414,458	31,025,993	41,557,546
Prior Period Adjustments					
To Recognize Asset Retirement Obligation					(13,286,083)
Capital Surplus (Deficit), beginning of year, as restated		26,611,535	4,414,458	31,025,993	28,271,463
Capital Surplus (Deficit), end of year		28,422,079	6,230,133	34,652,212	31,025,993

School District No. 71 (Comox Valley)

Tangible Capital Assets
Year Ended June 30, 2023

	Sites	Buildings	Furniture and Equipment	Vehicles	Computer Software	Computer Hardware	Total
	\$	\$	\$	\$	\$	\$	\$
Cost, beginning of year	14,800,889	242,761,789	7,962,968	2,153,533		6,379,476	274,058,655
Prior Period Adjustments							
To Recognize Asset Retirement Obligation		13,407,719					13,407,719
Cost, beginning of year, as restated	14,800,889	256,169,508	7,962,968	2,153,533	-	6,379,476	287,466,374
Changes for the Year							
Increase:							
Purchases from:							
Deferred Capital Revenue - Bylaw		2,430,294	1,274,929	-		-	3,705,223
Deferred Capital Revenue - Other			160,000				160,000
Operating Fund		101,714	120,246			233,409	455,369
Special Purpose Funds			88,816				88,816
Local Capital		2,896,183	222,630	162,011		632,134	3,912,958
Transferred from Work in Progress			140,673				140,673
	-	5,428,191	2,007,294	162,011	-	865,543	8,463,039
Decrease:							
Deemed Disposals			50,000	69,898		542,006	661,904
	-	-	50,000	69,898	-	542,006	661,904
Cost, end of year	14,800,889	261,597,699	9,920,262	2,245,646	-	6,703,013	295,267,509
Work in Progress, end of year		4,118,391	5,998				4,124,389
Cost and Work in Progress, end of year	14,800,889	265,716,090	9,926,260	2,245,646	-	6,703,013	299,391,898
Accumulated Amortization, beginning of year		100,008,797	1,706,870	786,733		2,578,728	105,081,128
Prior Period Adjustments							
To Recognize Asset Retirement Obligation		13,314,245					13,314,245
Accumulated Amortization, beginning of year, as restated		113,323,042	1,706,870	786,733	-	2,578,728	118,395,373
Changes for the Year							
Increase: Amortization for the Year		5,706,292	894,162	219,959		1,308,249	8,128,662
Decrease:							
Deemed Disposals			50,000	69,898		542,006	661,904
	-	-	50,000	69,898	-	542,006	661,904
Accumulated Amortization, end of year		119,029,334	2,551,032	936,794	-	3,344,971	125,862,131
Tangible Capital Assets - Net	14,800,889	146,686,756	7,375,228	1,308,852	-	3,358,042	173,529,767

School District No. 71 (Comox Valley)

Schedule 4B (Unaudited)

Tangible Capital Assets - Work in Progress

Year Ended June 30, 2023

	Buildings	Furniture and Equipment	Computer Software	Computer Hardware	Total
Work in Progress, beginning of year	\$ 131,190	\$ 140,673	\$ -	\$ -	\$ 271,863
Changes for the Year					
Increase:					
Deferred Capital Revenue - Bylaw		5,998			5,998
Deferred Capital Revenue - Other	3,987,201				3,987,201
	<u>3,987,201</u>	<u>5,998</u>	<u>-</u>	<u>-</u>	<u>3,993,199</u>
Decrease:					
Transferred to Tangible Capital Assets		140,673			140,673
	<u>-</u>	<u>140,673</u>	<u>-</u>	<u>-</u>	<u>140,673</u>
Net Changes for the Year	<u>3,987,201</u>	<u>(134,675)</u>	<u>-</u>	<u>-</u>	<u>3,852,526</u>
Work in Progress, end of year	<u><u>4,118,391</u></u>	<u><u>5,998</u></u>	<u><u>-</u></u>	<u><u>-</u></u>	<u><u>4,124,389</u></u>

School District No. 71 (Comox Valley)

Schedule 4C (Unaudited)

Deferred Capital Revenue

Year Ended June 30, 2023

	Bylaw Capital	Other Provincial	Other Capital	Total Capital
	\$	\$	\$	\$
Deferred Capital Revenue, beginning of year	124,262,162	4,686,276	103,312	129,051,750
Changes for the Year				
Increase:				
Transferred from Deferred Revenue - Capital Additions	3,705,223	160,000		3,865,223
Transferred from Work in Progress	140,673			140,673
	<u>3,845,896</u>	<u>160,000</u>	<u>-</u>	<u>4,005,896</u>
Decrease:				
Amortization of Deferred Capital Revenue	5,309,310	170,128	2,625	5,482,063
	<u>5,309,310</u>	<u>170,128</u>	<u>2,625</u>	<u>5,482,063</u>
Net Changes for the Year	<u>(1,463,414)</u>	<u>(10,128)</u>	<u>(2,625)</u>	<u>(1,476,167)</u>
Deferred Capital Revenue, end of year	<u>122,798,748</u>	<u>4,676,148</u>	<u>100,687</u>	<u>127,575,583</u>
Work in Progress, beginning of year	140,673	131,190		271,863
Changes for the Year				
Increase				
Transferred from Deferred Revenue - Work in Progress	5,998	3,987,201		3,993,199
	<u>5,998</u>	<u>3,987,201</u>	<u>-</u>	<u>3,993,199</u>
Decrease				
Transferred to Deferred Capital Revenue	140,673			140,673
	<u>140,673</u>	<u>-</u>	<u>-</u>	<u>140,673</u>
Net Changes for the Year	<u>(134,675)</u>	<u>3,987,201</u>	<u>-</u>	<u>3,852,526</u>
Work in Progress, end of year	<u>5,998</u>	<u>4,118,391</u>	<u>-</u>	<u>4,124,389</u>
Total Deferred Capital Revenue, end of year	<u>122,804,746</u>	<u>8,794,539</u>	<u>100,687</u>	<u>131,699,972</u>

School District No. 71 (Comox Valley)

Changes in Unspent Deferred Capital Revenue
Year Ended June 30, 2023

	Bylaw Capital	MECC Restricted Capital	Other Provincial Capital	Land Capital	Other Capital	Total
Balance, beginning of year	\$	\$ 301,000	\$ 3,701,328	\$	\$	\$ 4,002,328
Changes for the Year						
Increase:						
Provincial Grants - Ministry of Education and Child Care	3,788,912		3,248,285			7,037,197
	3,788,912	-	3,248,285	-	-	7,037,197
Decrease:						
Transferred to DCR - Capital Additions	3,705,223		160,000			3,865,223
Transferred to DCR - Work in Progress	5,998		3,987,201			3,993,199
	3,711,221	-	4,147,201	-	-	7,858,422
Net Changes for the Year	77,691	-	(898,916)	-	-	(821,225)
Balance, end of year	77,691	301,000	2,802,412	-	-	3,181,103

Financial Statement Discussion and Analysis

For the Year Ended June 30, 2023



Comox Valley Schools

A Community of Learners

INNOVATIVE • INQUISITIVE • INCLUSIVE

School District No.71 (Comox Valley)

607 Cumberland Rd
Courtenay, BC V9N 7G5
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Prepared by the Secretary-Treasurer for
School District No. 71 (Comox Valley)



School District No. 71 (Comox Valley)

Financial Statement Discussion & Analysis

Year Ended June 30, 2023

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INTRODUCTION

The following is a discussion and analysis of the School District's financial performance for the fiscal year ended June 30, 2023. The report is a summary of the School District's financial activities based on current known facts, decisions, or conditions. The results of the current year are discussions in comparison with the prior year, with an emphasis placed on the current year. The financial statements illustrate, in financial terms, how resources have been allocated and consumed during the School District's fiscal year ended June 30. This report should be read in conjunction with the School District's financial statements for the same period.

ABOUT BC SCHOOL DISTRICT FINANCIAL STATEMENTS

BC School District financial statements are prepared in accordance with section 23.1 of the Budget Transparency and Accountability Act of the Province of BC which requires that financial statements are prepared in accordance with Canadian public sector accounting standards with some exceptions as explained in Note 2 to the Financial Statements. Public sector accounting emphasizes accountability, not profitability. School District Financial Statements have a prescribed common format, and they are consolidated into the Provincial Financial Statements.

Further, Financial Statements of BC School Districts are reported as a consolidation of three separate funds: Operating, Special Purpose and Capital. In the financial statements, these three separated funds are reported collectively in statements 1 through 5 and separately in schedules 2 (Operating Fund), 3 (Special Purpose Funds) and 4 (Capital Fund). To gain a full understanding of statements 1 through 5, it is important to also review each of the funds separately.

COMPOSITION OF FINANCIAL STATEMENTS

The two key statements are:

- A **Statement of Financial Position** (page 5), which summarizes the assets and liabilities at June 30th. This provides an indication of the financial health of the District.
- A **Statement of Operations** (page 6), which summarizes the revenues received and expenses incurred during the twelve months between July 1 and June 30. This provides an indication of the funding received by the District and how the funding was spent.

The Statement of Changes in Net Debt, the Statement of Cash Flows and the notes to the financial statements provide further analysis of the District's finances.

The District manages its financial activities in three distinct areas, being the:

- Operating fund;
- Special purpose funds; and the
- Capital fund.

The schedules at the end of the notes to the financial statements are in a format prescribed by the Ministry of Education & Child Care. These schedules provide more detail specific to each of these funds. The balances in these schedules are consistent, when combined, with the financial statements.

Schedule 1 (page 29) illustrates the sum of the funds.

Schedule 2 (page 30) provides detail on the **Operating Fund**.

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

Schedule 3 (page 35) provides detail on the **Special Purpose Funds**.

The Special Purpose Funds account for grants and contributions that are directed by agreement with a third party towards specific activities. As these are targeted grants, any unspent funding is typically accounted for as deferred revenue, not as accumulated surplus.

Schedule 4 (page 39) provides detail on the **Capital Fund**.

The capital fund accounts for:

- The capital assets of the District, including sites, buildings, furniture & equipment, vehicles, and computer hardware.
- Grants directed by agreement with a third party for the purchase of capital assets.
- Funds restricted by the Board for future capital asset purchases (local capital).

STATEMENT OF FINANCIAL POSITION (All funds)

Statement 1– page 5.

This statement summarizes the assets and liabilities on June 30, 2023. This statement indicates that assets are increasing at a faster rate than liabilities, so the Accumulated Surplus is growing.

	2022-23	2021-22	\$ Change	% Change
Financial Assets	\$ 35,790,968	\$ 33,304,652	\$ 2,486,316	7%
Non Financial Assets	174,546,904	170,415,933	4,130,971	2%
Total Assets	210,337,872	203,720,585	6,617,287	3%
Liabilities	169,734,460	165,951,740	3,782,720	1%
Accumulated Surplus	\$ 40,603,412	\$ 37,768,845	\$ 2,834,567	7%

Financial Assets

Financial assets are assets that can be used to discharge liabilities and provide working capital funds in the normal course of operations.

The 7% increase in financial assets of \$2.486 million from 2021-22 resulted from changes in the following accounts:

Cash and Cash Equivalents – Note 3

At June 30, 2023, the District held \$35.12 million in cash. Of this amount, \$15.36 million has been deposited in the Province’s Central Deposit Program, and District funds of \$19.76 million are made up of the local capital surplus, operating surplus, deferred revenue, and the teacher and support staff summer savings plan funds.

Cash and Cash Equivalents	June 30, 2023	June 30, 2022
School Generated Funds	\$ 836,830	\$ 793,177
District Funds	18,774,056	17,241,312
Restricted Funds - Teacher Salary Deferral Program	151,204	216,712
BC Ministry of Finance Central Deposit Program	15,364,815	13,719,080
Total Cash and Cash Equivalents	\$ 35,126,905	\$ 31,970,281

Accounts Receivable – Note 4

Accounts receivable at June 30, 2023, include a Ministry of Education and Child Care (MOECC) receivable, a GST receivable and other trade receivables.

Accounts Receivable	June 30, 2023	June 30, 2022
Due from Province - Ministry of Education	\$ 139,896	\$ 894,884
Due from Federal Government	386,170	376,063
Other	137,997	63,424
Total Accounts Receivable	\$ 664,063	\$ 1,334,371

Non-Financial Assets

Non-financial assets are tangible assets that are used in the operations of the District and are not readily converted to cash.

Tangible Capital Assets – Note 11

Tangible capital assets include land (sites), buildings, furniture and equipment, vehicles, and computer hardware that are used in the operations of the District. These assets are amortized over their estimated useful lives to arrive at a net value of \$173.53 million as at June 30, 2023. The increase of \$4.18 million over the prior year is comprised of new assets purchased less amortization.

Capital activity during the year included the 2488 Idiens Way administrative office project, the Lake Trail, Cumberland, Glacier View and Arden Childcare Centers, HVAC projects at Glacier View and NIDES, a roofing project at Ecole Mark Isfeld, and the purchase of vehicles, laptops, computers and technology.

Prepaid Expenses

Prepaid expenses represent insurance, municipal utilities, licenses, and materials that are for the following year and total \$1.017 million at June 30, 2023. Also included is \$0.358 million in prepaid rent that is associated with the sale of land adjacent to the School Board office to the Comox Valley Regional District which represents 97 years left of prepaid rent. The sale took place in 2016-17 and the prepaid rent began to be amortized in the 21-22 fiscal as the sale of a second parcel of land to the Comox Valley Regional District completed in June of 2021.

Financial Liabilities

Financial liabilities are obligations of the District to others arising from prior transactions, the settlement of which will require the use of current and future financial assets.

The increase in total liabilities of \$3.78 million from 2021-22 resulted from changes in the following accounts:

Accounts Payable and Accrued Liabilities – Note 5

The District's accounts payable and accrued liabilities represent expenses which have been incurred but not yet paid. The increase of \$1.91 million from 2021-22 is mainly due an increase in trade payables and the salary increases reflecting higher accruals and liabilities relating to wages.

Accounts Payable and Accrued Liabilities	June 30, 2023	June 30, 2022
Trade and other amounts payable	\$ 1,908,782	\$ 1,322,890
Salaries and benefits payable	3,463,553	3,097,723
Accrued vacation payable	486,090	468,778
Accrued wages and benefits	773,258	626,831
Summer savings plan	3,558,841	3,336,029
Deferred salary leave	151,204	216,712
Deferred homestay revenues	1,455,950	1,471,150
Other accrued liabilities	1,056,498	405,004
Total Accounts Payable and Accrued Liabilities	\$ 12,854,176	\$ 10,945,117

Unearned Revenue – Note 6

The District receives payment of tuition fees for international students in advance of the student commencing their studies in the District. These fees are recognized as earned revenue when the program is provided to the student. The unearned revenue of \$2.4 million represents international student fees received prior to June 30, 2023, for tuition in the 2023-24 school year.

Deferred Revenue – Note 7

Deferred revenue represents the unspent portion of grants which are targeted for a specific purpose.

Deferred Revenue	June 30, 2023	June 30, 2022
School generated funds - amounts raised by schools for specific projects, such as class trips, school fees and other fundraising	\$ 816,763	\$ 768,112
Scholarships and bursaries - balances administered by the District and amounts awarded but not yet claimed	771,917	759,143
Professional development - contractual funds set aside for support staff, principals/vice-principals and exempt staff	128,821	140,062
Other unspent targeted funds	460,772	294,594
Total Deferred Revenue	\$ 2,178,273	\$ 1,961,911

Deferred Capital Revenue and Tangible Capital Assets – Note 8

The deferred capital revenue balance is closely linked to the tangible capital asset balance. Tangible capital assets are items owned by the District which have a lifespan of more than one year. This includes school buildings, sites, furniture and equipment, vehicles, and most computer equipment.

Most of the District's capital expenditures, such as the construction of new schools, is funded through specific grants provided by the Ministry of Education & Child Care (MOECC). Once an asset is built or acquired and is in use, the cost of that asset is amortized over the expected life of that asset. Any grants targeted towards the acquisition of that asset are also amortized over the expected life of that asset.

After allowing for amortization, the District has \$173.5 million of tangible capital assets. Of this, \$134.9 million (being the deferred capital revenue balance) of assets were purchased through targeted grants. The remainder was funded through operating grants and other non-targeted funding.

This inclusion of deferred capital revenue is not consistent with generally accepted accounting principles. The inclusion of this balance is a requirement of the Provincial Government. This is explained in more detail in Note 2 to the financial statements.

The capital fund section, included later in this document, provides a more detailed explanation of the accounting for capital assets and associated grants.

Employee Future Benefits – Note 9

The employee future benefits liability of \$4.01 million accounts for amounts or benefits owed to current employees as a result of past service. The liability amount is calculated by actuaries based on the District's number of employees, age, length of service, contract terms, and established actuarial assumptions.

Most of this amount accounts for retirement benefits earned by current employees. Support staff and certain members of school and district administration are entitled to a one-time payment from the District on their retirement. The amount of payment depends on years of service and final salary.

The District sets aside a liability each year to reflect expected future payments on retirement. The amount set aside during the year is reflected as an expense and is based on the service to date of employees. The liability is reduced when employees retire, and payments are disbursed.

The remainder of the employee future benefits liability is associated with overtime, accumulated sick time, and death benefits earned but not yet paid.

Net Financial Assets (Debt) – Statement 1

This is the difference between the District’s financial assets and liabilities at a point in time. It implies that the District has a net debt of \$133.94 million. This is heavily skewed by the deferred capital revenue liability of \$134.88 million. As there is no future cash flow associated with the deferred capital revenue balance, a more meaningful measure of net financial assets or debt excludes that balance, giving a revised figure of net financial assets of \$.938 million.

Accumulated Surplus – Note 19

Accumulated surplus is represented by the accumulated surplus from operations which is made up of both unrestricted and restricted operating reserves. Also included in accumulated surplus are capital funds which include investment in capital funds and capital reserves (local capital) and Ministry restricted capital. Schedule 1 in the Financial Statements (Schedule of Changes in Accumulated Surplus (Deficit) by Fund) details the changes in each fund.

The operating fund surplus consists of internally restricted funds broken out into three subgroups:

- Restricted due to the nature of constraints on the funds
- Restricted for anticipated unusual expenses
- Restrictions for operations spanning multiple school years

Internally restricted operating surplus consists of school surpluses, district/program initiatives, targeted grants, funds held for future modulars, furniture or project needs, outstanding purchase orders and the School Board Office project. The amount of internally restricted surplus is \$3,804,757. In addition, as per Board Policy, there is a 2% unrestricted contingency surplus of \$2,146,443.

Capital fund surpluses include amounts invested in tangible assets and local capital reserves. Invested in tangible capital assets represents the net book value of capital assets that have been paid from District operating revenues. Local capital reserves have been set aside for future replacement of District assets and have not been funded by the Province or external contributions. *Note the 2022 Total Accumulated Surplus was adjusted by the ARO Prior Period Adjustment from \$51,083,090 to \$37,768,845.

Accumulated Surplus	June 30, 2023	June 30, 2022
Operating Fund	\$ 5,951,200	\$ 6,742,852
Capital Fund - local capital (amounts available to spend on future capital asset purchases)	6,230,133	4,414,458
Capital Fund - invested in tangible capital assets (the cost of assets owned by the district, net of amortization and targeted grants)	28,422,079	26,611,535
Total Accumulated Surplus	\$ 40,603,412	\$ 37,768,845

STATEMENT OF OPERATIONS (All funds)

Statement 2 – page 6

The Statement of Operations is cumulative summarizing the revenues received and expenses incurred by the District during the twelve months between July 1 and June 30 for all three funds- Operating, Special Purpose and Capital.

Year Ended	June 30, 2023	June 30, 2022
Total Revenues	136,641,792	124,885,798
Total Expenses	133,807,225	122,983,323
Surplus for the year	\$ 2,834,567	\$ 1,902,475

Ministry of Education & Child Care grant funding increased from 2022 by \$9.730 million. This is a result of increased per student funding, higher enrolment in NIDES and funding for increased unionized and exempt salaries.

Expenses increased from 2022 by \$10.824 million as wage increases were implemented, and additional educational resources were allocated to support the additional students, planned spending to draw down surplus and local capital.

Overall, the District's revenues exceeded its expenditures by \$2.83 million. Broken down by fund, this variance arises as follows:

Fund	Surplus / (deficit) for the year	Commentary
Operating Fund	\$ 5,204,735	See discussion and analysis in the Operating Fund section of this document.
Special Purpose Funds	88,816	Tangible Capital Assets purchased from Special Purpose Funds this year
Capital Fund	\$ (2,458,984)	The cost of capital assets purchased during the year was greater than the net balance of asset amortization and amortization of deferred capital revenue. This essentially means that the District invested more in purchasing tangible capital assets during the year than it consumed through wear and tear of existing capital assets.
Total Surplus	\$ 2,834,567	

Revenues, expenses, and surpluses for each of the individual funds are discussed in more detail below.

OPERATING FUND

Overview

Operating fund transactions are reported in the following schedules in the financial statements. Columns with figures for the amended budget, year to June 30, 2023 and year to June 30, 2022 are shown.

Schedule	Page	Overview
2	30	Summarizes the revenues and expenses of the operating fund. Also indicates the amounts spent on capital assets and transferred to the Local Capital fund.
2A	31	Outlines in more detail the operating revenues earned by the District.
2B	32	Summarizes salaries by employee group and other operating cost categories.
2C	33-34	Provides the same information as in 2B, broken down in more detail to show each program the funds were spent on.

Revenues

Revenues are reported by type for the District. The following table compares actual revenues by category to the budget.

Revenue	2022-23 Actual \$\$	2022-23 Budget \$\$	Variance \$\$	Variance %
Provincial Grants - MOE	\$ 107,487,074	\$ 106,699,641	\$ 787,433	0.74%
Provincial Grants - Other	231,500	217,000	14,500	6.68%
Tuition	2,976,038	2,976,750	(712)	-0.02%
Other Revenue	857,225	835,222	22,003	2.63%
Rentals and Leases	169,031	130,000	39,031	30.02%
Investment Income	806,020	653,693	152,327	23.30%
Total Revenue	\$ 112,526,888	\$ 111,512,306	\$ 1,014,582	0.91%

Provincial Grants – Ministry of Education

95.6% of the District's operating funding is from the Ministry of Education & Child Care. Most of this funding is calculated based on student enrolment and certain identified special needs of those students. Enrolment has been increasing in the District for the last 5 years, resulting in additional operating grant revenues from the Ministry of Education.

The difference in Provincial Grants of \$0.79 million (0.74%) from what was budgeted was mainly due to the announcement of additional funding for Exempt compensation increases.

Provincial Grants – Other

The amount reflected here of \$0.23 million is the funding received from the Industry Training Authority for trades related programming within the Careers department. An increase of 6.68% due to higher than anticipated completion of trades related courses.

Tuition Fees - International Student Program

The District hosts an international program. International students live with homestay families in the region and attend District schools. The students pay a fee to the School District. There was an extremely small adjustment decreasing revenue.

Other Revenue

Other revenue includes Local Education Agreement (LEA) funding from First Nations, Instructional Cafeteria revenue, the DL program delivered to NISGA (SD#92) students and other miscellaneous revenues received during the year. The difference in other revenue of \$0.02 million (2.63%) from what was budgeted was due to higher than anticipated billing in the second half of the year for NISGA (SD#92).

Rentals and Leases

Rentals and leases revenue include rentals of facility space for external programs and operations such as childcare facilities and youth groups. The increase from what was budgeted resulted from normalizing after COVID and having a full fiscal of rentals.

Investment Income

Investment income is interest earned on cash balances. The increase of \$0.67 million is due to a large increase in interest rates that had been expected to level but continued to increase.

Overall, the total revenue for the year was \$1.01 million (0.91%) more than what was forecast in the amended budget, mainly due to the labour settlement funding.

The following table compares actual revenues for 2022-23 to actual revenues for the prior year.

Revenue	2022-23 Actual \$\$	2021-22 Actual \$\$	Variance \$\$	Variance %
Provincial Grants - MOE	\$ 107,487,074	\$ 99,840,808	\$ 7,646,266	7.66%
Provincial Grants - Other	231,500	275,900	(44,400)	-16.09%
Tuition	2,976,038	2,959,945	16,093	0.54%
Other Revenue	857,225	752,926	104,299	13.85%
Rentals and Leases	169,031	62,125	106,906	172.08%
Investment Income	806,020	131,128	674,892	514.68%
Total Revenue	\$ 112,526,888	\$ 104,022,832	\$ 8,504,056	8.18%

Overall, the total revenues for the year were \$8.50 million (8.18%) more than the prior year. This is mainly due to increased funding from MOECC for labour and exempt salary increases in addition to increased enrolment and investment income.

Operating Expenditures

Expenditures are reported by function for the District. The table below summarizes total expense by function for the year to June 30, 2023.

Function	2022-23 \$\$	2022-23 % of total
Instruction	\$87,875,849	81.9%
District Administration	4,103,220	3.8%
Operations and Maintenance	12,653,164	11.8%
Transportation	2,689,920	2.5%
Total	\$107,322,153	100.0%

Instruction

This function incorporates all programs related to the instruction of students, including Regular Instruction, Career Programs, Library Services, Counselling, Special Education, English Language Learning, Indigenous Education, School Administration, International Programs, and Other.

District Administration

This function incorporates the cost of all programs related to district governance and district administration of educational, business, human resource and labour relations activities.

Operations and Maintenance

This function incorporates all programs related to the district's responsibility for the operation, maintenance and safety of sites, buildings, furniture and equipment, and computer equipment. Also included is the cost of maintenance for vehicles used by employees.

Transportation

This function includes programs involving the transportation of students.

The following table compares actual expenditure by function to the amended budget.

Function	2022-23 Actual \$\$	2022-23 Budget \$\$	Variance \$\$	Variance %
Instruction	\$ 87,875,849	\$ 90,429,153	\$ (2,553,304)	-2.82%
District Administration	4,103,220	4,503,261	(400,041)	-8.88%
Operations and Maintenance	12,653,164	12,818,629	(165,465)	-1.29%
Transportation	2,689,920	2,628,349	61,571	2.34%
Total	\$ 107,322,153	\$ 110,379,392	\$ (3,057,239)	-2.77%

Costs related to the Instruction function were \$2.55 million (-2.82%) less than what was budgeted for mainly due to unfilled positions and the staffing holdback. The amended budget was cautious leaving full budgets in place for comparison when drafting the 23-24 preliminary budget so expense allocations can be fully reviewed and right sized.

Overall, the variance in operating expenditures from budget in 2022-23 is \$-3.06 million (-2.77%).

The following table compares actual expenditures for 2022-23 to actual expenditures by function for the prior year.

Function	2022-23 Actual \$\$	2021-22 Actual \$\$	Variance \$\$	Variance %
Instruction	\$ 87,875,849	\$ 81,237,021	6,638,828	8.17%
District Administration	4,103,220	3,792,981	310,239	8.18%
Operations and Maintenance	12,653,164	12,434,018	219,146	1.76%
Transportation	2,689,920	2,401,473	288,447	12.01%
Total	\$ 107,322,153	\$ 99,865,493	7,456,660	7.47%

Instruction expenses have increased over the prior year by \$6.64 million (8.17%) due to increased enrolment, increased teacher staffing, and wage increases for administrators, teachers and support staff. As well, when enrolments increase the services and supplies required to support the students also increase. Expenses were volatile in 22-23 with some under expenses projections and others above due to world events.

District Administration has increased \$0.31 million (8.18%) due to the wage increases and additional staffing costs.

Operations and maintenance expenses have increased over the prior year by \$0.22 million (1.76%) due to salary increases. The department worked really hard to keep within the budget despite cost escalations

Transportation expenses have increased over the prior year by \$0.29 million (12%) due to fuel surcharges and a contractual increase.

Overall, the variance in expenditures year over year from 2021-22 is \$7.5 million (7.47%).

Operating Surplus

The total operating surplus for the year as at June 30, 2023 is \$5.95 million. This is calculated on Schedule 2, on page 30 of the financial statements.

The annual operating surplus is \$5.20 million, which is reduced by transfers during the year that were approved by the Board. These included a \$5.54 million transfer to Local Capital, and an additional \$.46 million of operating funds that were used to purchase capital assets. This resulted in an annual operating deficit of \$0.79 million. The operating surplus at the beginning of the year was \$6.74 million, so the net effect at the end of the year is a total accumulated operating surplus of \$5.95 million.

Operating	2022-23	2021-22	Increase / (Decrease)
Revenues	112,526,888	104,022,832	8,504,056
Expenses	107,322,153	99,865,493	7,456,660
Operating Surplus for the Year	5,204,735	4,157,339	1,047,396
Transfers	(5,996,387)	(5,009,394)	-986,993
Total Operating Surplus (Deficit) for the year	(791,652)	(852,055)	
Operating Surplus (Deficit) beginning of the year	6,742,852	7,594,907	
Operating Surplus (Deficit) end of the year	\$ 5,951,200	\$ 6,742,852	

SPECIAL PURPOSE FUNDS

Overview

Transactions within the special purpose funds are reported in the following schedules in the financial statements.

Schedule	Page	Overview
3	35	Summarizes the total revenues and expenses of all special purpose funds. Also indicates the amounts spent on capital assets.
3A	36-39	Outlines, by each group of funds, the grants received and expenses for the year to June 30, 2022.

These schedules include funds received from the Ministry of Education & Child Care or other sources that have been designated for a specific purpose.

Year Ended	June 30, 2023	June 30, 2022
Total Revenues	\$ 18,445,226	\$ 15,871,289
Total Expenses	18,356,410	15,871,289
Tangible Capital Assets Purchased	88,816	-
Surplus for the year	\$ -	\$ -

Special Purpose Funds include School Generated Funds, Annual Facilities Grant, Learning Improvement Fund, Strong Start, Ready, Set, Learn, Official Languages in Education Protocol (OLEP), Scholarships and Bursaries, Community Link, First Nation Student Transportation, Mental Health in Schools, Changing Results for Young Children, Professional Development, Student & Family Affordability Fund, Comox Valley Community Foundation Student Travel, MHIS Resources, Early Care & Learning, Early Childhood Education Dual Credit Program, SEY2KT (Early Years to Kindergarten) and the Classroom Enhancement Fund.

Classroom Enhancement Funds

The grants from the Classroom Enhancement Funds (three components) totalled \$12.65 million. These grants are intended to offset the additional costs association with the restoration of historical collective agreement language regarding class size and composition.

Direct costs associated with required staffing levels that address class size and composition are accounted for within the ‘Classroom Enhancement Fund – Staffing’ fund. They include:

- 68.6 FTE additional enrolling teachers needed to offset the reduction in class sizes;
- 25.6 FTE additional non-enrolling teachers for additional support; and

Indirect costs, or overhead, associated with these required changes are accounted for within the ‘Classroom Enhancement Fund – Overhead’ fund. They include:

- TTOC coverage for sick and other leaves for the additional teachers; and
- Additional support staff needed for the increased number of classes.

To receive the grants, the District must be able to demonstrate to the Provincial Government that the associated direct or indirect costs are the result of the restoration of the collective agreement language.

After best efforts have been applied, certain classes exceed the class size and composition limits outlined in the Collective Agreement. The District is required to provide remedy, typically in the form of additional preparation time or collaboration time to teachers of such classes.

The 'Classroom Enhancement Fund – Remedies' fund provides grant funding to cover the associated expense.

The Classroom Enhancement Funds, although new in the 2017-18 year, are a core part of the District's funding. They fund approximately 16% of the District's teachers.

CAPITAL FUND

Overview

The capital fund, including the local capital fund, accounts for assets owned by the District and the funds used to acquire them.

Provincial grants targeted for the purchase of assets – for example, a grant to renovate a school are recorded in the capital fund. If an asset is purchased using operating funds, then the cost of the asset is treated as a transfer from the operating fund to the capital fund.

Capital funding from the Province is recorded on a deferred basis meaning capital revenue is recorded in the financial statements over the life of the related asset and matched to the annual amortization expense. For example, if the District receives \$30 million to build a new school, that capital revenue is recorded over 40 years and offset by the depreciation of the new school.

The Province does not provide capital grants for asset acquisitions such as modulars, computer equipment, school furniture and equipment, vehicles, maintenance equipment, photocopiers, classroom renovations or district administration buildings. The only source of funding available for these assets is typically operating funds and is the type of expenses comprising the tangible capital assets purchased from operating. To set aside funds to allow the future purchase of major assets, the Board may transfer funds from the operating fund to the local capital fund.

Schedule	Page	Overview
4	39	Summarizes amortization, local capital balances, and transfers to the capital fund from other funds. Also shows the budgeted amounts and prior year amounts.
4A	40	Outlines: <ul style="list-style-type: none"> - the cost of assets acquired during the year; - the amortization of assets by asset class; - the original cost of assets owned by the District, by asset class; - the total amortization of each asset class. This is an estimate of the value of the wear-and-tear of assets over their lifetime; - the net book value of assets, being the cost less amortization.
4B	41	Outlines the costs to date on construction which is still in progress at June 30, 2023.
4C	42	Accounts for sources of funding spent on the acquisition of capital assets.
4D	43	Accounts for funding received which is targeted towards capital asset purchases and which has yet to be spent.

Capital Assets

Schedule 4A summarizes the capital assets owned by the District.

Net book value (cost less amortization) of tangible capital assets – Note 11

Net Book Value	June 30, 2023	June 30, 2022
Sites	\$ 14,800,889	\$ 14,800,889
Buildings	146,686,756	142,884,182
Furniture & Equipment	7,375,228	6,396,771
Vehicles	1,308,852	1,366,800
Computer Hardware	3,358,042	3,800,748
Total	\$ 173,529,767	\$ 169,249,390

The District has \$173.53 million of funds invested in its capital infrastructure. The majority of the District's capital assets are the school buildings (\$146.69 million).

The cost of the land that the District's schools are located on is \$14.80 million.

The District also has significant investment in vehicles, furniture and equipment (school furniture, shop equipment, etc.) and computer hardware, including servers and student and staff computers. The net book value represents the historical cost of the assets less the accumulated amortization of all District capital assets. It does not reflect current market value.

Deferred Capital Revenue

Schedule 4C accounts for grants received for capital asset purchases that have been spent throughout the year thus reflecting the net changes both in completed and ongoing projects.

Schedule 4D shows the capital grants received for capital projects and whether the funds received were expensed on completed or ongoing projects or are unspent.

Schedule 4D illustrates that \$3.79 million of grants were received in the year to June 30, 2023 from the Ministry of Education in the form of bylaw capital. This includes the annual facilities capital grant. It also shows that \$301,000 from the sale of the Board office has been restricted and unspent as of June 30, 2023. Schedule 4D also reflects the Other Provincial and Other Capital funds received for the construction of the Cumberland, Arden and Glacier view childcare centers.

Schedule 4D shows a increase of \$3.71 million in bylaw capital that was then accounted for as deferred capital revenue on Schedule 4C –as Capital Additions. Deferred capital revenue balances are accumulated over the years and amortized over the estimated lifespan of the assets acquired with the grant money. Schedule 4C notes that the deferred capital revenue balance was reduced by \$5.48 million in the year to June 30, 2023 to reflect this amortization.

Historically, the Province has provided targeted funding for major school renovations and replacements. The Province does not typically provide targeted funding for any other capital assets, including the purchase of technology, vehicles, classroom furniture and equipment, administrative buildings, and maintenance equipment.

The total deferred capital revenue balance at June 30, 2023 is \$132 million.

Capital Projects

During 2022-23, approximately \$8.46 million was spent on capital projects. Some of these projects include:

- Arden, Glacier View, Cumberland and Lake Trail Childcare projects
- HVAC replacement at Glacier View and NIDES
- Annual Facilities Grant projects (roofing, paint, paving, flooring, lighting, fire/PA/phone upgrades)
- Roofing project at Mark Isfeld
- Planned local capital spending

Local Capital

The Board's local capital fund is comprised of previous property sale transactions and transfers from operating funds which are approved by the Board through the preliminary and amended budget process. During the 2022-23 year, \$5.54 million was transferred. When combined with amounts carried forward, the balance in Local Capital is \$6.23 million allocated in the following categories:

Purpose		Amount \$
Facility / Information Technology reserve	\$	639,544
Fine Arts Equipment		10,888
Board Office project		5,485,965
Classroom Renovations		72,017
Copier and Printer Fleet Replacement		21,719
Total Local Capital Surplus	\$	6,230,133

The main strategic project is the new Administrative Office at 2488 Idiens Way.

RISKS AND UNCERTAINTIES

World Events

A significant factor carried forward from the last quarter of 21-22 was the war in Ukraine. There was a significant rise in utility and transportation costs as well as escalation most notable impacting Operations and Maintenance. However, the cost-of-living increases were offset by a significant increase in interest rates which helped balance the statements.

The ongoing impact of the COVID-19 pandemic, the war and inflation presents uncertainty over cash flows, may have a significant impact on future operations including decreases in revenue, further inflation, and cost escalations and delays in completing capital work. As the situation is still dynamic and the ultimate duration and magnitude of the impact are not known, an estimate of the future financial effect on the District is not practicable at this time.

Enrolment and Staffing Growth

Student enrolment is the critical factor in the District's operating funding from the Province. Accurate estimates of enrolment are key to staff and space capacity planning, as well as District budgeting.

Increasing enrolment in the District, combined with the implementation of the Memorandum of Agreement (MoA) resulting in smaller class sizes, a greater number of teacher full-time equivalents (FTE) have needed to be added than would previously have been required. As the district grows, additional classroom space needs to be created. This growth brings with it a financial risk in how to provide for these additional resources under the current Ministry of Education funding envelope.

Capital Projects

Due to their magnitude, capital projects have the potential to significantly impact the financial position of the district. Capital projects are carefully managed and individual project risk assessments must be done on a continuous basis.

Project agreements with the Ministry of Education and Childcare such as the new spaces projects are funded to current cost estimates but still contain a small financial risk. Smaller projects consider contingency requirements when building the overall project budget and are managed internally.

CONTACTING SCHOOL DISTRICT FINANCIAL MANAGEMENT

This report is designed to provide SD71 stakeholders with a general overview of SD71 finances and to demonstrate the District's accountability for the money it receives.

If you have questions about this report or need additional financial information, please contact the Secretary-Treasurer's office at 250-334-5500.



Comox Valley Schools

A Community of Learners

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SD71 Year-End Financial Statements

SNAPSHOT 2022-23

Audit Findings Report

Presented to the Audit Committee September 18, 2023

Highlights

- ▶ No significant changes to the audit plan
- ▶ Did not identify significant risks of material misstatements
- ▶ No significant accounting or practice changes
- ▶ No significant issues noted to Audit Committee

Recommended Motions

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

THAT the Board of Education of School District No. 71 (Comox Valley) receive KPMG LLP's Report on the Financial Statement Audit for the year ending June 30, 2023.



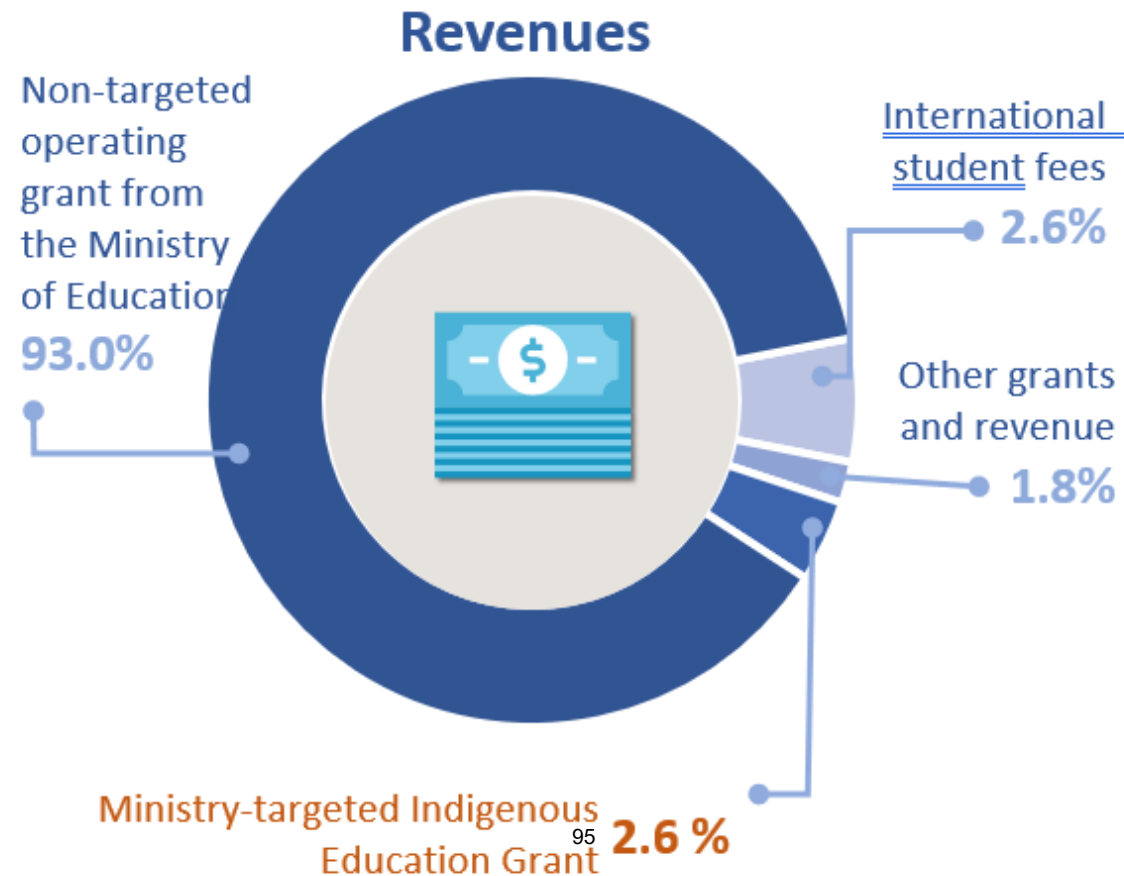
Operating Fund

Schedule 2



Operating Revenue	\$112.53 million
Less: Operating Expenses	<u>\$107.32 million</u>
Total Operating Surplus (Deficit)	\$ 5.21 million

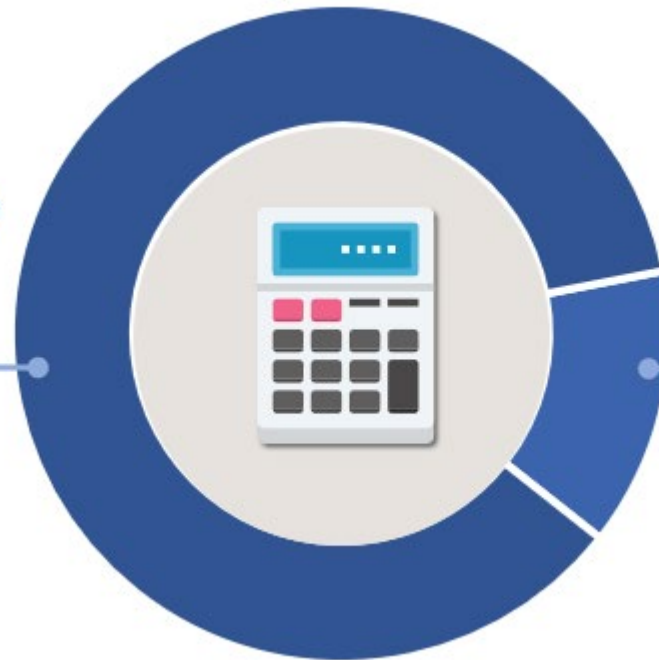
Where the money comes from



Where the money goes

Expenditures

Salaries and
employee
benefits
\$92.1million
(85.8 %)



Supplies,
services, and
equipment
\$15.2 million
(14.2 %)

How each dollar is spent

Instruction (.82 includes amounts below in green)

82¢

Regular instruction	.60
Indigenous education	.03
Inclusive learning	.16
Counselling	.03



District-based administration

4¢

Transportation

2¢

Facilities, operation, and maintenance

12¢



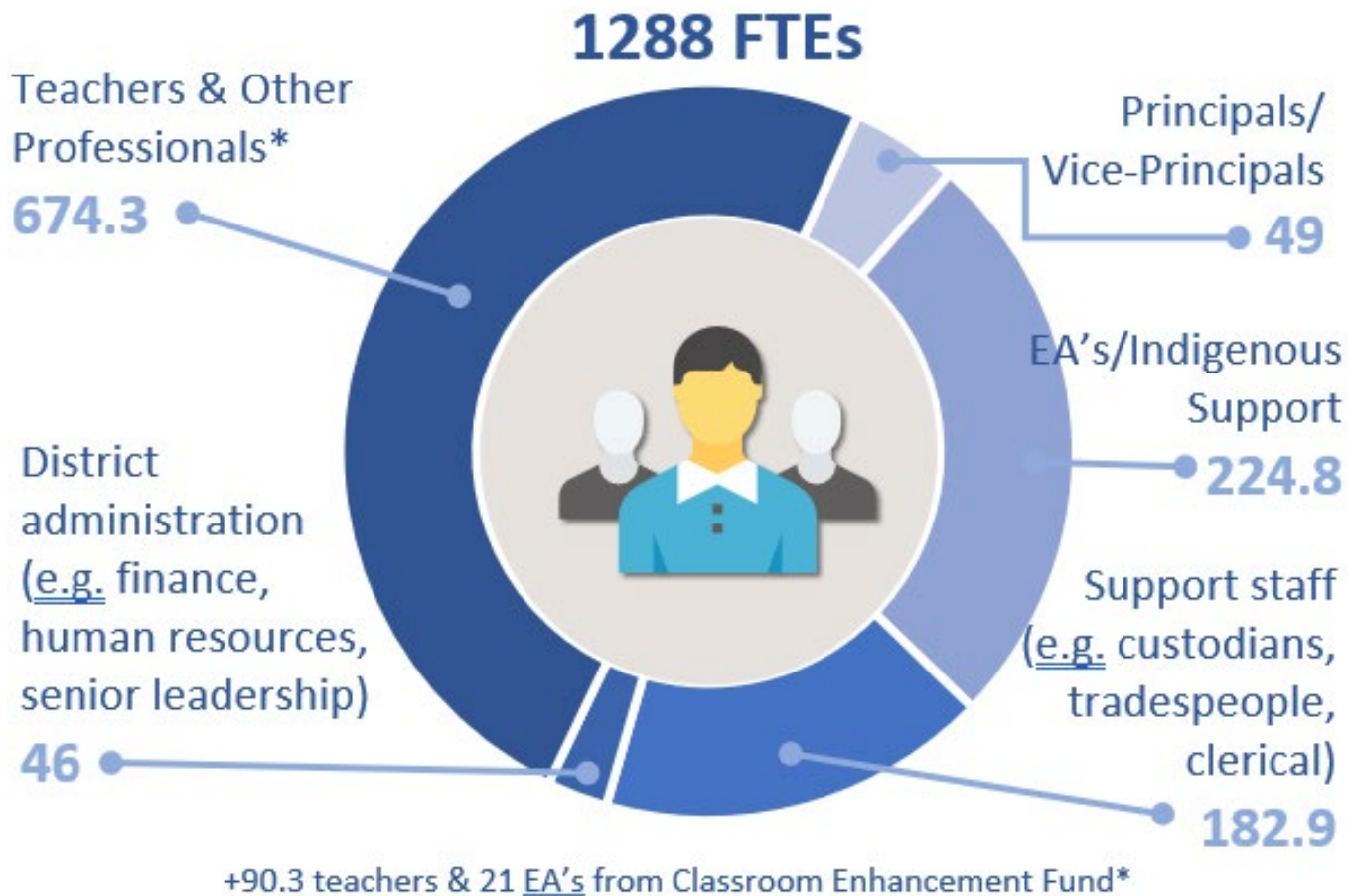
one student



97

\$10,983

total spent



Our staff team

District Operating Reserve

Operating Reserve

▶ Internally Restricted	\$3,804,757	
▶ Unrestricted Operating Surplus	<u>\$2,146,443</u>	\$ 5,951,200

Internally Restricted (Note 19)

▶ District Operations	\$ 969,757	
▶ Facility Infrastructure	\$ 1,800,000	
▶ Information Technology	<u>\$ 1,035,000</u>	\$ 3,804,757



Special Purpose Fund

Schedule 3

Special Purpose Fund Listing

- ▶ Annual Facility Grant
- ▶ Learning Improvement Fund
- ▶ Scholarships & Bursaries
- ▶ School Generated Funds
- ▶ Strong Start
- ▶ Ready, Set Learn
- ▶ OLEP
- ▶ CommunityLINK
- ▶ Classroom Enhancement Fund:
 - ▶ Overhead
 - ▶ Staffing
 - ▶ Remedies
- ▶ First Nation Student Transportation
- ▶ Mental Health in Schools
- ▶ Changing Results for Young Children

Special Purpose Fund Analysis

Opening Balance – July 01, 2022	\$ 1,961,911
Add:	
Provincial Grants	15,916,650
Other Income	2,752,048
Less:	
Fund Expenditures	<u>18,452,336</u>
Closing Balance – June 30, 2023	\$2,178,273



Capital Fund

Schedule 4

Capital Investments



\$5,428,191

Facilities



\$162,011

Vehicles



\$865,543

Technology

\$2,007,294

Equipment

Capital Fund Reserves

Capital Fund

▶ Investment in Tangible Capital Assets	\$28,422,079	
▶ Local Capital Reserve (Restricted)	<u>\$6,230,133</u>	\$34,652,212

Local Capital Reserve

▶ Building Infrastructure	\$5,485,965	
▶ Facility and IT Reserve	\$ 639,544	
▶ Miscellaneous & Other	\$ 104,624	\$ 6,230,133

Recommended Motion

THAT the Board of Education of School District No. 71 (Comox Valley) approve the 2022/23 Audited Financial Statements as presented.

**INDIGENOUS EDUCATION COUNCIL TRUSTEE REPORT
SEPTEMBER 2023**

The Indigenous Education Council met on September 14, 2023. Highlights from the meeting include:

-Update on the IEC’s draft motion to the Board,

“That the School District 71 (Comox Valley) Board of Education directs the Superintendent to work in collaboration with the Indigenous Education Council to establish a policy development working group before June 30, 2023, to create an Indigenous Education co-governance policy.

The development of the committee would include K’omoks First Nation, MIKI’SIW Metis Association, Indigenous Education Council, School District 71 senior leaders, and Trustees.”

-Board Chair Michelle Waite stated that the board was eager to collaborate and continue deeper discussions, as key personnel are now in place.

-Year-End Indigenous Education gathering on June 26th,

5 questions were asked of the Indigenous Education team, IEC, Elders in Residence, Cultural presenters, Trustee liaison, senior management, Acting Superintendent, Pro- D Chair, CUPE 439 President, CDTA President:

-How can we support your role in our school district?

-Who are we missing in our conversations today?

-What should we be celebrating?

-Strategies to ‘raise you up’ (elevate) your contribution in our school district

-Message to our School District leadership and governors.

Below are just a sample of the responses.

- Where is the anti-racism education in our schools?
- Need land acknowledgement conversations
- Importance of collective responsibility – what is the role of teacher? How can we invite them to learn together
- It shouldn’t be InEd leading the work. How do we make the work more meaningful? Led by students, teachers, administration etc.
- Reconciliation is not a check box. Indigenous knowledges/ways are not meant for a specific time and then are done/complete

- What is best for students? How can we work together to support them?
- Indigenous ways of knowing and being. Is circle good enough? Needs to be embedded everywhere.
- Need to include student voice and support identity – interconnection teachings
- Need clarification of the meaning of targeted funding and what that means for the district
- InEd seems like it is siloed (working on its own), yet the curriculum/system is being asked to bring forward Indigenous perspectives. Can we move to a more holistic model that upholds the teachings of the territory?
- School district staff (all) should receive support in learning Indigenous ways of knowing and being
- Inclusion of Indigenous voice on all district committees that includes follow up and information
- There are ways in every subject area to decolonize and celebrate Indigenous ways of knowing and being
- Communication between school district and community is challenging (especially for knowledge holders without School District email). Everything feels segmented. We need strategies to create a better communication system

Also, The Local Education Agreement was added as a standing item for future IEC meetings. An update from Felicity Chitty, the KFN Education Coordinator stated that the LEA Oversight Committee had been established in accordance with the terms of the agreement.

The primary role of the committee will be to develop and oversee the LEA Action Plan and review the relevancy, progress and success of the agreement and Action Plan within the district.

Susan Leslie

Trustee