

REGULAR BOARD MEETING MINUTES
Tuesday, May 28, 2024
7:00 pm

Attendance In Person:

Trustees:

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

Staff:

Dr. Jeremy Morrow, Superintendent of Schools
Dr. Russell Horswill, Acting Secretary-Treasurer
Carrie McVeigh, Secretary-Treasurer
Jennifer Nelson, Assistant Secretary-Treasurer
Candice Hilton, Director of Finance
Craig SoroChan, Manager of Communications

Regrets: None

Recording Secretary: Heidi Bell, Sr. Executive Assistant

1. Call to Order

The Board Chair, Michelle Waite called the meeting to order at 7:04 pm.

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

2. Adoption of Agenda

Motion:

THAT the Board of Education of School District No.71 (Comox Valley) adopt the May 28, 2024, Board Meeting Agenda as presented.

[Howe/Leslie]

CARRIED

3. Board Meeting Minutes

Pages 1-7

Motion:

THAT the Board of Education of School District No.71 (Comox Valley) adopt the April 23, 2024, Regular Public Board Meeting Minutes as presented.

[May Sacht/Howe]

CARRIED

4. Unfinished Business – None

5. Record of In-Camera Meetings

Page 8

- April 23, 2024 – Regular In-Camera Meeting
- May 14, 2024 – Closed Committee of the Whole Meeting

6. Board Chair's Written Report

Pages 9

The Board Chair reviewed the topics of her written report.

7. Presentations / Delegations - None

8. Open Committee of the Whole – For Information Only

Next Open Committee of the Whole Meeting:

TOPIC: DRAFT Strategic Plan Presentation & 2024/25 Annual Budget
DATE: June 11, 2024
TIME: 7:00 pm
LOCATION: SBO, Board Room

9. Strategic Direction

A. Superintendent

i. School Fees – Briefing Note, Dr. Jeremy Morrow, Superintendent

Pages 10-16

The Superintendent spoke to the School Fees Briefing Note and highlighted the importance for all parents to know about Administrative Procedure 506 – Financial Hardship. If anyone would like to access this procedure, please reach out to a trusted staff member. It was also mentioned that all fees associated with all school-based activities will be covered under this procedure. Awareness of this AP will be communicated with schools, families, and the public and will be updated on the district website.

Motion:

THAT the Board of Education of School District No.71 (Comox Valley) approve the attached School Fees Schedules for the 2024-25 school year.

[Leslie/McCannel-Keene]

CARRIED

ii. Strategic Plan – Verbal Update, Dr. Jeremy Morrow, Superintendent

The Superintendent was excited to announce the progress made during the Strategic Plan Writing Team days. A few months ago, we started the Strategic Plan planning process. It began with an extensive visioning exercise and a focus on core competency

development in student learning, gathering over 500 detailed responses through an online survey.

The district conducted four in-person community engagement sessions to gather valuable input. An engagement session was held with the K'ómoks First Nation, emphasizing the importance of heart-led leadership and hearing the need for our system to have an open doorway and a heart.

The Writing Teams started in April with a diverse team, including Students, District Parent Advisory Council representatives, Indigenous Education Council representatives, Elders, Teachers, Support Staff, Principals and Vice-Principals, Trustees and Senior Leadership.

Throughout the four-writing session, the team made significant progress, synthesizing vast amounts of information and data.

The draft plan has been completed and a presentation of the DRAFT Strategic Plan will be brought to the Open Committee of the Whole, June 11th, 2024.

Special thanks to Lisa Bernoties McCullough for her exceptional facilitation of these sessions and to all the members of the writing team for their time and energy.

B. Secretary-Treasurer

i. 2024-25 Annual Budget – Public Feedback & Next Steps - Briefing Note

Pages 17-40

Carrie McVeigh, Secretary-Treasurer

The Secretary-Treasurer introduced Assistant Secretary-Treasurer, Jennifer Nelson. An acknowledgement of the hard work and dedication was given to both the Assistant Secretary-Treasurer and the Director of Finance, Candice Hilton.

The Assistant Secretary-Treasurer spoke to the briefing note and answered trustee questions.

Motion:

*THAT the Board of Education of School District No.71 (Comox Valley) receive the public feedback regarding the 2024-25 Annual Preliminary Operating Budget
[Howe/Leslie]*

CARRIED

10. Board Standing Committee Reports

A. Open Committee of the Whole

i. Open Committee of the Whole Board Report – May 14, 2024

Pages 41-42

Motion:

*THAT the Board of Education of School District No.71 (Comox Valley) receive the Open Committee of the Whole Board Report dated May 14, 2024, as presented.
[Howe/May Sacht]*

CARRIED

B. Ad Hoc Policy Committee

i. Ad Hoc Policy Committee Report to the Board – December 18, 2023

Pages 43-44

The Board Chair noted and apologized for the delay on the December 18th Ad Hoc Policy Committee Report to the Board.

Motion:

THAT the Board of Education of School District No.71 (Comox Valley) receive the Ad Hoc Policy Committee Report to the Board dated December 18, 2023, as presented.

[Aldinger/Leslie]

CARRIED

ii. Ad Hoc Policy Committee Report to the Board – May 01, 2024

Pages 45-46

Motion:

THAT the Board of Education of School District No.71 (Comox Valley) receive the Ad Hoc Policy Committee Report to the Board dated May 01, 2024, as presented.

[Howe/McCannel-Keene]

CARRIED

iii. Next Ad Hoc Policy Committee Meeting:

4:00 pm, Wednesday, May 29, 2024

11. Board Business - None

A. Trustee Verbal Report - Gender-Based Violence Committee

Shannon Aldinger, Trustee

Trustee Aldinger updated the Board on the Gender-Based Violence Committee. Invitations have been sent out to the partner groups, inviting them to participate in the committee. Positive feedback has been received from everyone invited. Scheduling will proceed and an introductory committee meeting occurring before the end of June with the expectation of great diligence in to the next school year.

B. Trustee Written Report: Indigenous Education Council (IEC) Meeting

Page 47

Susan Leslie, Trustee

Trustee Leslie spoke to the Indigenous Education Council Trustee Report, making note of the importance and relevancy to the Deputy Minister's Bulletin on Indigenous Education Council Funding.

12. Board Correspondence - None

13. Public Question Period

The Board Chair directed public questions to Senior Leaders.

14. Meeting Adjourned – 7:49 pm

MOTION:

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

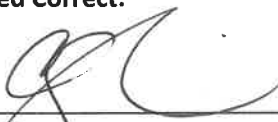
[May Sacht/Aldinger]

CARRIED

Board Approved on:

June 25, 2024

Certified Correct:



Carrie McVeigh
Secretary-Treasurer



Michelle Waite
Board Chair

REGULAR BOARD MEETING MINUTES
Tuesday, April 23, 2024
7:00 pm

Attendance In Person:

Trustees:

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

Staff:

Dr. Jeremy Morrow, Superintendent of Schools
Carrie McVeigh, Secretary-Treasurer
Jennifer Nelson, Assistant Secretary-Treasurer
Candice Hilton, Director of Finance
Ian Heselgrave, Director of Operations
Jay Dixon, Associate Superintendent
Craig Sorochoan, Manager of Communications

Regrets: None

Recording Secretary: Marlene Leach, Sr. Executive Assistant

1. Call to Order

The Board Chair called the meeting to order at 7:04 pm.

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

2. Adoption of Agenda

Motion:

THAT the Board of Education of School District No. 71 (Comox Valley) adopt the April 23, 2024 Board Meeting Agenda as presented.

[May Sacht/Howe]

CARRIED

3. Board Meeting Minutes

Motion:

THAT the Board of Education of School District No. 71 (Comox Valley) adopt the March 12, 2024, Regular Public Board Meeting Minutes as presented.

[Howe/Aldinger]

CARRIED

4. Unfinished Business – None

Pages

5. Record of In-Camera Meetings

Page

- March 12, 2024 – Regular In-Camera Meeting
- April 09, 2024 – Closed Committee of the Whole Meeting

6. Board Chair's Written Report

Pages

The Board Chair reviewed the topics of her written report.

7. Presentations / Delegations - None

8. Open Committee of the Whole – For Information Only

Next Open Committee of the Whole Meeting:

TOPIC: 2024-25 Annual Operating Budget, Strategic Plan
DATE: May 14, 2024
TIME: 5:30 pm
LOCATION: SBO, Board Room

9. Strategic Direction

A. Superintendent

i. Superintendent District Report – Verbal Update

- First annual event: SD71 Special Track Meet on May 28th, three teachers, Ms. Varney, Ms. Lange, and Ms. Taylor working with Inclusive Education, for grades 3-7 students with diverse abilities.
- Three SD71 Robotic Teams are attending the Robotics World Championships in Dallas, Texas.
- Students discussed pressing global issues at the School District Model United Nations, held at Mark R. Isfeld Secondary.
- Airport Elementary, every Friday for the rest of the school year, military members from 19 Wing Comox are reading with students.
- Yesterday was Earth Day and schools were filled with events: Lake Trail Community School 3rd annual free clothing store, supported by Lake Trail Community Education Society and Comox Strathcona Waste Management.

ii. Strategic Plan – Verbal Update, Dr. Jeremy Morrow, Superintendent

The Superintendent provided an update on the Strategic planning process. This week the collaborative writing team will begin the process of reviewing thousands of pieces of data, survey responses, and research for the creation of a transformative educational plan that will be the keystone of the Board's next Strategic Plan.

There will be commitment to hard-to-hear truths about systemic barriers, gaps, and areas that the District needs to improve on. The Superintendent thanked the many people who took the time to contribute their voice to this process.

iii. Lead and Water Report – Briefing Note, Ian Heselgrave, Director of Operations

Pages

Motion:

THAT the Board of Education of School District No. 71 (Comox Valley) receive the Lead and Water report dated April 23, 2024, as presented.

[McCannel-Keene/Leslie]

CARRIED

The Director of Operations reviewed the briefing note, which provided testing and mitigation information with the Trustees and answered their questions.

iv. Gender-Based Violence Working Committee, Terms of Reference – Briefing Note, Michelle Waite, Chair

Pages

Motion:

THAT the Board of Education of School District No. 71 (Comox Valley) receive the Gender-Based Violence Working Committee Briefing Note;

And THAT the Board of Education of School District No. 71 (Comox Valley) accept the Gender-Based Violence Committee proposed Terms of Reference;

And THAT the Board of Education of School District No. 71 (Comox Valley) appoint Trustee Aldinger as the Gender-Based Violence Committee Chair.

[Howe/McCannel-Keene]

CARRIED

Trustee Aldinger reviewed the briefing note with the Trustees.

v. 3-Year District Calendar - Online Learning Schools – Briefing Note, Dr. Jeremy Morrow, Superintendent

Pages

Motion:

THAT the Board of Education of School District No. 71 (Comox Valley) approve the 2024-2025, 2025-2026, and the 2026-2027, online school calendar as presented.

[May Sacht/Aldinger]

CARRIED

The Superintendent reviewed the briefing note with the Trustees.

vi. Restricting Device Usage – Briefing Note and Handout, Jay Dixon, Associate Superintendent

Pages

Motion:

THAT the Board of Education of School District No. 71 (Comox Valley) receive the Provincial Standards for Codes of Conduct Order Update Report dated April 23, 2024 as presented.

[Howe/McCannel-Keene]

CARRIED

In addition to the briefing note, Associate Superintendent, Jay Dixon, provided a handout named, “Personal Digital Device Restrictions Support Guide”. By July 01, 2024, the District is required to update student codes of conduct and include one or more statements restricting the use of personal digital devices at school to promote learning environments and online safety. The District’s 2022 AP 145 covers most of what is required but will require updating. The Associate Superintendent responded to Trustee comments and answered their questions.

B. Secretary-Treasurer

i. Capital Plan Bylaw 2024/25-CPSD71-01 Approval – Briefing Note, Carrie McVeigh, Secretary-Treasurer

Pages

The bylaw must be passed through three readings. Before said readings can be done, a motion must be carried unanimously, permitting all three readings to be conducted in the same meeting. Further each reading of the bylaw must be read in full, unless all those attending the meeting have a copy of the full bylaw. If copies of the bylaw are available, the bylaw may be cited, as noted below. Copies of the Bylaw were available to all individuals in attendance.

Recommendation

Motion:

THAT the Board of Education of School District No. 71 (Comox Valley) give all three readings of the Capital Bylaw No. 2024/25-CPSD71-01 in one meeting.

[Howe/McCannel-Keene]

CARRIED UNANIMOUSLY

Motion (1st of 3 readings):

THAT the Board of Education of School District No. 71 (Comox Valley) adopt the 2024/2025 Capital Bylaw cited as School District No. 71 (Comox Valley) Capital Bylaw No. 2024/25-CPSD71-01, being a bylaw associated with the 2024/25 Capital Plan as identified in the Capital Plan Response letter, dated March 15, 2024, issued by the Capital Management Branch, Ministry of Education and Child Care.

Read for a first time this 23rd day of April, 2024

[Leslie/Aldinger]

CARRIED

Motion (2nd of 3 readings):

THAT the Board of Education of School District No. 71 (Comox Valley) adopt the 2024/2025 Capital Bylaw cited as School District No. 71 (Comox Valley) Capital Bylaw No. 2024/25-CPSD71-01, being a bylaw associated with the 2024/25 Capital Plan as identified in the Capital Plan Response letter, dated March 15, 2024, issued by the Capital Management Branch, Ministry of Education and Child Care.

Read for a second time this 23rd day of April, 2024

[May Sacht/McCannel-Keene]

CARRIED

Motion (3rd of 3 readings):

THAT the Board of Education of School District No. 71 (Comox Valley) adopt the 2024/2025 Capital Bylaw cited as School District No. 71 (Comox Valley) Capital Bylaw No. 2024/25-CPSD71-01, being a bylaw associated with the 2024/25 Capital Plan as identified in the Capital Plan Response letter, dated March 15, 2024, issued by the Capital Management Branch, Ministry of Education and Child Care.

Read for a third time this 23rd day of April, 2024 and adopted

[Aldinger/Howe]

CARRIED

The Secretary-Treasurer reviewed the briefing note, explained the Bylaw, noted the attachments, and provided details of the capital plan process to the Trustees.

- ii. **Capital Fund Update** – Attachment, Carrie McVeigh, Secretary-Treasurer / Ian Heselgrave, Director of Operations

Page

Motion:

THAT the Board of Education of School District No. 71 (Comox Valley) receive the Capital Fund Update dated April 23, 2024, as presented.

[Leslie/May Sacht]

CARRIED

The Secretary-Treasurer noted the Capital Fund Update (of District projects) lists local capital projects and bylaw capital projects budget and expenditures to March 31, 2024.

- iii. **2024-25 Annual Facility Grant (AFG) Spending Plan** – Briefing Note, Ian Heselgrave, Director of Operations

Pages

Motion:

THAT the Board of Education of School District No. 71 (Comox Valley) receive the 2024-25 Annual Facility Grant (AFG) Spending Plan briefing note dated April 23, 2024, as information.

[Howe/Leslie]

CARRIED

The Director of Operations reviewed the briefing note and answered Trustee questions.

The Board thanked Ian Heselgrave with placards spelling “T-H-A-N-K-Y-O-U-IAN” given his upcoming retirement on April 30, 2024. Trustee Caton provided a thoughtful speech about Mr. Heselgrave being an integral person who puts students first. Mr. Heselgrave shared his great gratitude for the opportunity of working at SD71 in such a community looking to do the right thing and being inspired by others. Trustees expressed immense gratitude to Mr. Heselgrave for all his contributions to staff and learners.

iv. Quarter 3 Finance Report – Briefing Note, Carrie McVeigh, Secretary-Treasurer / Candice Hilton, Director of Finance

Pages

Motion:

THAT the Board of Education of School District No. 71 (Comox Valley) receive the Quarter 3 Finance Report dated April 23, 2024, as presented.

[May Sacht/Leslie]

CARRIED

The Secretary- Treasurer reviewed the briefing note and attachments with the Trustees. The Secretary-Treasurer and the Director of Finance answered Trustee questions. The Secretary-Treasurer gratefully thanked the Director of Finance and Assistant Secretary-Treasurer for all their work on this report and everything else related to the budget work.

v. Preliminary Operating Grant – Briefing Note, Carrie McVeigh, Secretary-Treasurer / Jennifer Nelson, Assistant Secretary-Treasurer

Pages

Motion:

THAT the Board of Education of School District No. 71 (Comox Valley) receive the Preliminary Operating Grant briefing note dated April 23, 2024, as presented.

[Howe/McCannel-Keene]

CARRIED

The Secretary- Treasurer reviewed the briefing note and attachments with Trustees and answered their questions. The Director of Operations answered questions related to estimating enrolment projections. The Chair thanked the staff involved in creating the informative briefing note.

10. Board Standing Committee Reports

A. Open Committee of the Whole

i. Open Committee of the Whole – April 09, 2024

Pages

Motion:

THAT the Board of Education of School District No. 71 (Comox Valley) receive the Open Committee of the Whole Board Report dated April 09, 2024, as presented.

[McCannel-Keene/Howe]

CARRIED

11. Board Business - None

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

Page

Trustee Leslie reviewed her report with the Trustees.

12. Board Correspondence - None

13. Public Question Period – max. 15 minutes

No questions were received.

14. Meeting Adjourned – 8:19 pm

MOTION:

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

[Leslie/Aldinger]

CARRIED

Board Approved on:
May 28, 2024

Certified Correct:

Carrie McVeigh
Secretary-Treasurer

Michelle Waite
Board Chair

RECORD OF IN-CAMERA MEETINGS

TO: Board of Education
FROM: Office of the Secretary Treasurer
RE: Record of In-Camera Meetings

DATE: May 28, 2024

RECORD PURSUANT TO SECTION 72 OF THE *SCHOOL ACT*

Matters discussed and decisions reached at the Special and Regular In-Camera meetings, and Closed Committee of the Whole meetings held since the last such report:

April 23, 2024 – Regular In-Camera Meeting

1. Receipt of and updates on two land/property matters
2. Receipt of and updates on three personnel/legal matters
3. Receipt of and updates on four other matters

The meeting was called to order at 6:07 pm and adjourned at 7:01 pm.

May 14, 2024 – Closed Committee of the Whole Meeting

1. Receipt of and updates on three strategic direction matters
2. Receipt of and updates on one finance and operations matter
3. Receipt of and updates of seven governance matters
4. Receipt of and updates on one policy matter

The meeting was called to order at 4:31 pm and adjourned at 5:25 pm.

As we move into the last month of the school year, it is a time for activities that bring together and showcase the hard work of students and the commitment of our education teams and District. From band concerts, track meets, and recognition events to the milestone events of graduation, each provides opportunities, insight, and inspiration about what our students have achieved and what the possibilities are.

Our Strategic Plan work continues, and the team brought together to review, analyze, and synthesize all the data has concluded its major work. We look forward to learning more about this in the month ahead. The commitment from everyone involved indicates both the importance of the work and the passion for children and learning in our collective community.

We continue to work through the 2024/25 budget process to present and adopt a balanced budget by June 30 (as per the *School Act*). Thank you to everyone who participated in and supported the budget consultation process, including our hard-working Finance team.

As our District plans for the 2024/25 school year, we anticipate an increase of over 160 students to welcome into our schools. With the opportunities that come with growth, the space and cost pressures regarding modulars become a challenge. We continue to request capital funding from the Ministry of Education and Childcare to address the needs of our District.

Gilakas'la

BRIEFING NOTE

TO: Board of Education
FROM: Jeremy Morrow, Superintendent
RE: School Fees

DATE: May 28, 2024

Background

The *BC School Act*, Fees and Deposits, Section 82(6), states:

A board must publish a schedule of the fees to be charged and deposits required and must make the schedule available to students and to children registered under Section 13 and to the parents of those students and children before the beginning of the school year.

Pursuant to this legislation, School Fee Schedules for those schools charging fees, are attached, for information and approval by the Board of Education.

In addition to the fee schedule, under the legislation, districts must also ensure that each of the sites which are charging fees has a Financial Hardship Policy to facilitate participation by students of school age ordinarily resident in British Columbia who would otherwise be excluded from the course, class or program because of financial hardship.

Section 82 of the *BC School Act*, for reference, can be viewed at the following link: [School Act \(gov.bc.ca\)](https://www.gov.bc.ca/school-act/)

The following is the Hardship Policy, which is on all school websites, and has been communicated to parents.

Hardship Policy

Financial Hardship

No student will be denied the opportunity to participate in a course and/or activity associated with a course or specialty program in which they are enrolled because of financial hardship.

1. Parents/guardians and/or students should contact the principal in order that confidential, respectful, and discreet arrangements can be made to ensure that a student is not denied an opportunity to participate in a course, program, or activity.
2. Principals have a responsibility to ensure that students are not excluded from a course, class, program, or activity due to financial hardship. Principals will ensure that such cases are handled in a confidential, respectful, and discreet manner.
3. Any decision to refuse financial assistance may be appealed to the Assistant Superintendent.

4. All procedures to determine financial hardship will follow the *Freedom of Information and Protection of Privacy Act* legislation.

Additional Information

Please note that for this coming school year, student fees will be augmented by the school district using the Student and Family Affordability Fund, to help offset increasing global inflation costs for parents and families in the district.

It's important to note that under the same section of the *BC School Act*, "*A board must provide free of charge to every student of school age resident in British Columbia and enrolled in an educational program in a school operated by the board, (c) educational resource materials necessary to participate in the educational program.*"

Simply put, BC Schools can't charge BC resident students for any fees that are needed to participate in their educational program. A Board may charge for goods and services subject to this section of the *Act*.

Recommendation

That the Board of Education of School District No. 71 (Comox Valley) approve the attached School Fees Schedules for the 2024-2025 school year.

Respectfully submitted,

Jeremy Morrow

Superintendent of Schools



Glacier View Secondary School fees 2024-2025 School Year

Fee	Amount	Description
Grad Fee	\$50	Simms park rental, food and drink, grad caps, gift and keepsake, roses, printed photo, grad photo sitting, park security, supplies

Principal

Date:

13 MARCH 2024

PAC President

Date:

13 MARCH 2024

Hardship Policy

Financial Hardship

No student will be denied the opportunity to participate in a course and/or activity associated with a course or specialty program in which they are enrolled because of financial hardship.

1. Parents/guardians and/or students should contact the principal in order that confidential, respectful, and discreet arrangements can be made to ensure that a student is not denied an opportunity to participate in a course, program, or activity.
2. Principals have a responsibility to ensure that students are not excluded from a course, class, program, or activity due to financial hardship. Principals will ensure that such cases are handled in a confidential, respectful, and discreet manner.
3. Any decision to refuse financial assistance may be appealed to the Assistant Superintendent.
4. All procedures to determine financial hardship will follow the Freedom of Information and Protection of Privacy Act legislation.



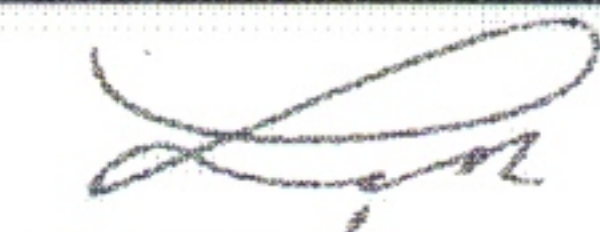
HIGHLAND SECONDARY

750 Pritchard Road Comox, BC | V9M 3S8 T. 250.339.5525 | F. 250.339.0832 www.HIGHLANDSECONDARY.ca

Highland Secondary School Fee's 2024-2025

Fee	Amount	Description
Grad Fee	\$100	Gown rental, Park, events, dessert night
Student Activity	\$25	Guest speakers, clubs, activities
Enter 2	275+25=300	Online tools, programs, and special materials
OPTIONAL FEES		
Yearbook	\$45	
EMR (Dual Credit)	\$350	Equipment, fees for course
Outdoor Ed/PHE	\$350	Trips, Transportation,
Art, Shop, Home Ec.	Varies	Only for "extra" projects or special materials.


Principal


Laura Roberts

Date:

Apr 15 '24

Pac President


Jennifer Vaino

Date:

April 16, 2024

Hardship Policy

Financial Hardship

No student will be denied the opportunity to participate in a course and/or activity associated with a course or specialty program in which they are enrolled because of financial hardship.

1. Parents/guardians and/or students should contact the principal in order that confidential, respectful, and discreet arrangements can be made to ensure that a student is not denied an opportunity to participate in a course, program, or activity.
2. Principals have a responsibility to ensure that students are not excluded from a course, class, program, or activity due to financial hardship. Principals will ensure that such cases are handled in a confidential, respectful, and discreet manner.



École Secondaire Mark R. Isfeld Secondary School

School Fees for 2024-2025

As per section 82 (Fees and Deposits) of the School Act please note the following:

Fee	Amount	Description
Student Fee	\$25.00	Leadership activities, fine art performances, career planning
Graduation Fee	\$125.00	Graduation activities, ceremony rentals and costs, ceremony photos and graduation memento.
Graphing Calculator Rental Fee	\$10.00	Rental Fee for \$150 graphing calculator from the library
Yearbook	\$50.00	Cost of the yearbook
Athletic Fee	\$25.00	Athletic banquet, partial costs of referees, medical supplies, uniform replacement

We, the Mark R. Isfeld Secondary PAC, ratify the attached fees for 2024-2025.

Brian McAskill, Principal

Date:

Apr 29/24

Jennifer Fisher, PAC President

Date:

Apr 29/24

April 3, 2024.



To: Comox Valley School Board Trustees

Re: *Request for Fees - Fine Arts eCademy (FAe)*

We request the continuance of our annual fee structure for the Fine Arts eCademy program held at our Tsolum Campus.

The FAe program is a program of choice within the Comox Valley School district. We are a blended learning, fine arts focused program serving students from Kindergarten - Grade 7. All of the curriculum covered during our face to face days is taught through the lens of the arts. Students work independently and collaboratively on art projects throughout the year. We propose a fee of \$200 per student for the first 2 students in a family and a fee of \$100 for each additional student from the same family. The FAe fees cover the following items:

- All school supplies
- High quality supplies for all our art projects
 - Specialized clay, oil paints, canvas, brushes
 - Instruments to support the music program
 - Costuming for drama performances
- Guest speakers/presenters for SPARK time
 - Opportunities for students to experience the 4 pillars of the arts with guest presenters and experiences
 - Dance, drama, visual arts, music
- Exploration week activities in the community
 - Art classes, yoga, pottery, dance classes, drumming, weaving,

The fees support the extra expenses incurred for the additional programming at FAe that provides a unique opportunity for families in School District #71.

Sincerely,

Gerald Fussell, Ed.D. (he/him)
Principal,

[Navigate powered by NIDES](#)

Daylene Jones,
PAC Chair.

[Navigate PAC \(google.com\)](#)



Georges P. Vanier Secondary School

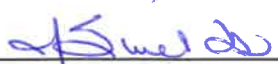
4830 Headquarters Road, Courtenay, BC V9J 1P2

School Fees for 2024 - 2025


As per section 82 (Fees and Deposits) of the School Act please note the following.

Fee	Amount	Description
Student Fee	\$25.00	Leadership activities, student recognition, fine art performances, career planning
Graduation Fee	\$125.00	Facilities rental, dinner, entertainment, commencement photo
Course Fee Adventures in the Outdoors	\$150	Cost of field trips and overnight stays
Course Fee Aspire to Action	\$300	Cost of field trips and overnight stays
Program Fee Explore	\$850	Cost of field trips and overnight stays
Optional Fees		
Yearbook	\$60.00	Cost of the yearbook
Athletics	varies	Tournament fees, partial costs of referees, travel etc.
Fine Arts	varies	Band and Drama trips, travel, accommodation etc.
Tech Ed.	varies	Base projects have no cost. Costs for materials used beyond base level.

We, the Georges P. Vanier Secondary PAC ratify the attached fees for 2024-2025. The school and district have a hardship policy that supports students wanting to participate in these activities, and struggle to cover the fees.


Julie Shields, Principal

04-29-24
Date


Salinas Laperriere, PAC President

04-26-24
Date

BRIEFING NOTE

TO: Board of Education **DATE:** May 28, 2024
FROM: Carrie McVeigh, Secretary-Treasurer
RE: **2024-25 Annual Budget – Public Feedback & Next Steps**

Purpose

The purpose of this briefing is to provide the Board with a summary of the public feedback received on the 2024-25 Proposed Annual Budget with a further option for balancing the budget.

Background

The preliminary 2024-25 Annual Budget was presented to the Committee of the Whole on May 14, 2024. Educational partners were invited to attend and given the opportunity to provide feedback and ask questions. Finance Leadership also attended a special meeting with the Indigenous Education Council (IEC) on May 15, 2024 to address budgetary questions.

All reports and presentations relating to the 2024-25 budget process and position are posted on the Districts' website and an opportunity for public feedback was made available May 14-22, 2024 and shared on social media outlets.

Public Feedback

Following is a summary of the feedback received to date:

2024-25 Annual Budget - Public Feedback Collected May 14-22, 2025	
Educational Assistants (EAs)	Additional need for student support Possible resident support dogs trial
Early Education	Invest in Early Childhood Educators in Kindergarten classrooms
Space	Increase modulars/space for learning
Indigenous Education/IEC	Enhanced engagement in future years
Physical Literacy	Maintain Physical Literacy Teaching Time
Accessibility	Improved accessibility at High schools
Food	Healthier food options at the High schools
Grad	Purchase of Graduation Gowns for High school Students
Student Learning	Improved student learning frameworks and data collection leading to change
Transparency	Improved communication regarding capacity building
Academics	Group Children according to academic level and ability to use enrichment material
Events	Continue track and field events and reading competitions
Arts & Culture	Continue to fund the Arts and Drama programs

Further Budget Considerations

The Board was provided with a preliminary 2024-25 budget that proposed to utilize \$1,004,364 of unrestricted reserve to balance the operating budget (attachment #1). This included a new District Principal position focusing on Anti-Racism, Diversity & Equity. This position is only proposed at this stage and if the Board wishes to exclude this position from the budget this year, the amount of unrestricted reserve used to balance the budget would be reduced to \$799,716. An example of the potential revised 2024-25 Preliminary Budget Position document is provided as attachment #2 for reference.

Following would be the impact on the accumulated operating surplus/contingency reserve should the Board decide to exclude the proposed District Principal – Anti-Racism, Diversity & Equity from the 2024-25 annual budget:

2023/2024 Budgeted Accumulated Surplus - Contingency Reserve, end of Year	\$ 1,759,354
2023/2024 Q3 Projected Annual Surplus, end of Year	1,906,400
2023/2024 Anticipated Internally Restricted Funds - Carry Forward Expenses	- 744,000
Anticipated Internally Restricted Funds - Targeting Newly Adopted Strategic Priorities	- 300,000
2024/2025 Use of Unrestricted Reserve to Balance Operating Budget	- 799,716
Projected 2024/2025 Budgeted Accumulated Surplus - Contingency Reserve, end of year	<u>\$ 1,822,038</u>
2024/2025 Estimated Pending Ministry Approval of Other Special Grants (Revenue)	182,976
Projected 2024/2025 Budgeted Accumulated Surplus - Contingency Reserve, end of year	<u>\$ 2,005,014</u>

This balance would represent 1.69% of the anticipated 2023-24 year end operating expenses.

Next Steps

The Board is required to approve an Annual Budget on or before June 30, 2024 for the 2024-25 school year.

The budget development process and timelines have been structured to facilitate a consultation process that will ensure timely decisions are made in order to adopt a balanced budget before June 30th; and allow for implementation of the budget for the 2024-25 school year. Details regarding Capital and Special Purpose funds will be shared in an upcoming meeting in June.

The 2024-25 Annual Budget and Bylaw will be prepared in the required format and will be tentatively presented for adoption at the Board Meeting on June 25, 2024.

Recommendation:

THAT the Board of Education for School District No.71 (Comox Valley) receive the public feedback regarding the 2024-25 Annual Preliminary Operating Budget.

Respectfully submitted,

Carrie McVeigh

Carrie McVeigh
Secretary-Treasurer

Attachment #1 – 2024-25 Preliminary Budget Position (As presented on May 14, 2024)
Attachment #2 – 2024-25 Preliminary Budget Position – Option 2
Attachment #3 – 2024-25 Annual Operating Budget Preliminary Report – May 14, 2024 CoW

School District No. 71 (Comox Valley)
2024-25 Preliminary Budget Position (as of May 7, 2024)

		Preliminary Budget Changes 2024-25
REVENUE INCREASES (DECREASES)		
Ministry - Operating Grant		
Enrolment Change	Projected increase in overall enrolment grants	4,750,320
Enrolment Change	Projected ISP Enrolment and Other Revenues	206,500
Other Ministry Revenues	Labour Settlement Funding - COLA Special Grant - TBA	TBA
Other Revenue Changes		
	Prior Year Surplus Appropriation	-387,089
Other Revenue	Other Revenues	-28,000
Rentals and Leases	Increased Facilities Rentals	10,000
Investment Income	Decrease in estimated future rates	-285,000
TOTAL REVENUE INCREASES (DECREASES)		4,266,731
COST INCREASES (DECREASES) - Required		
Teacher Staffing	Anticipated Staffing costs for Fall 2024 - enrolment changes	1,650,396
Teacher Staffing	Increased Teacher Mentorship (.4 FTE)	50,217
Teacher Wage Increases	Base/Minimum 2%	2,266,832
CUPE Wage Increases	Base/Minimum 2%	417,750
PVP/Excluded Wages	Estimated wage 2%	261,394
Trustee Wages	Estimated wage 2%	5,461
Teacher & Support Staffing	Substitute Wage 2%	76,527
Teacher Wage Increases	COLA 1% TBA	TBA
CUPE Wage Increases	COLA 1% TBA	TBA
PVP/Excluded Wages	COLA 1% TBA	TBA
Teacher & Support Staffing	Substitute COLA 1% TBA	TBA
Teacher & CUPE	Contractual ProD costs	18,500
CUPE Custodial	Increase District Space	70,530
Staff Benefit Premium Increases	Approx 20% premium increases across employee groups	774,607
Maintenance Supplies & Utility Costs	Costs for Supplies and Services, Hydro, Fortis, Propane, Oil & Gas	27,400
Indigenous Education	Targeted funding - projected increase in enrolment	168,270
Indigenous Education	Targeted funding - NEW IEC Implementation	69,614
International Program	Increased Service & Supply Expenses	72,000

School District No. 71 (Comox Valley)

2024-25 Preliminary Budget Position (as of May 7, 2024)

Ministry Recoveries	SPP Premium Increase	7,460
ST/HR	Increased Audit Fees, services and supplies	4,500
School and Exempt - Administration	Restructure and Capacity Building	217,278
Education Administration	District Principal - Anti-Racism, Diversity & Equity (Safe and Caring Schools)	204,648
Information Technology	Increase Licencing Costs - due to enrolment, increased staff, contractual increases	143,062
School Budgets	Increased Enrolments = Increased Supply & Resources	26,476
Early Learning	Strong Start and Ready Set Learn additional Cost pressure	5,848
Inclusive Education	Targeted ICY Expenses (projected surplus carryforward)	-30,800
Transportation	Busing Contractual Increase	138,125
Total Required Cost Changes		6,646,095
COST INCREASES (DECREASES) - Other		
Local Capital Transfers	Transfer to Local Capital - updated for annual budget	-1,375,000
Total Other Cost Changes		-1,375,000
TOTAL COST INCREASES (DECREASES)		5,271,095
BUDGET CHANGE REQUIRED FOR ALL COST INCREASES		-\$ 1,004,364

School District No. 71 (Comox Valley)

SAMPLE REVISED 2024-25 Preliminary Budget Position (as of May 28, 2024)

		Preliminary Budget Changes 2024-25
REVENUE INCREASES (DECREASES)		
Ministry - Operating Grant		
Enrolment Change	Projected increase in overall enrolment grants	4,750,320
Enrolment Change	Projected ISP Enrolment and Other Revenues	206,500
Other Ministry Revenues	Labour Settlement Funding - COLA Special Grant - TBA	TBA
Other Revenue Changes		
	Prior Year Surplus Appropriation	-387,089
Other Revenue	Other Revenues	-28,000
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COST INCREASES (DECREASES) - Required		
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Indigenous Education	Targeted funding - NEW IEC Implementation	69,614
International Program	Increased Service & Supply Expenses	72,000

School District No. 71 (Comox Valley)

SAMPLE REVISED 2024-25 Preliminary Budget Position (as of May 28, 2024)

Ministry Recoveries	SPP Premium Increase	7,460
ST/HR	Increased Audit Fees, services and supplies	4,500
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Information Technology	Increase Licencing Costs - due to enrolment, increased staff, contractual increases	143,062
School Budgets	Increased Enrolments = Increased Supply & Resources	26,476
Early Learning	Strong Start and Ready Set Learn additional Cost pressure	5,848
Inclusive Education	Targeted ICY Expenses (projected surplus carryforward)	-30,800
Transportation	Busing Contractual Increase	138,125
Total Required Cost Changes		6,441,447
COST INCREASES (DECREASES) - Other		
Local Capital Transfers	Transfer to Local Capital - updated for annual budget	-1,375,000
Total Other Cost Changes		-1,375,000
TOTAL COST INCREASES (DECREASES)		5,066,447
BUDGET CHANGE REQUIRED FOR ALL COST INCREASES		-\$ 799,716

2024-25 ANNUAL OPERATING BUDGET PRELIMINARY REPORT

SCHOOL DISTRICT NO. 71 (COMOX VALLEY)



Comox Valley Schools

A Community of Learners

INNOVATIVE • INQUISITIVE • INCLUSIVE

May 14, 2024

2024-25 Annual Budget

Introduction

As required by the *School Act*, the Board of Education must prepare and adopt an Annual Budget on or before June 30th of each year.

For the 2024-25 school year, School District No. 71 is in a position to adopt a balanced budget which represents:

- Setting priorities for the delivery of student learning
- Projecting student enrolment
- Cost pressures related to maintaining the ongoing level of programs and services in the district that are out of the district's control and are not funded by the Ministry
- Projecting revenues (international student fees, rental fees, interest revenue, Ministry grants, etc.)
- Identifying strategies and options to address the net budget position (projected revenues less projected expenditures)
- Reviewing the budget against the Board's strategic priorities

Development of the 2024-25 Annual Budget includes an open process allowing for consultation and two-way communication. This includes ensuring public awareness of the budget process and the expenditure of public funds to support the educational programs and operations of the District.

Budget Background Information

The Annual Budget is a consolidation of three separate funds which are restricted for certain purposes – Operating Fund, Special Purpose Fund, and Capital Fund.

The focus of this report will be on the Operating Fund only.

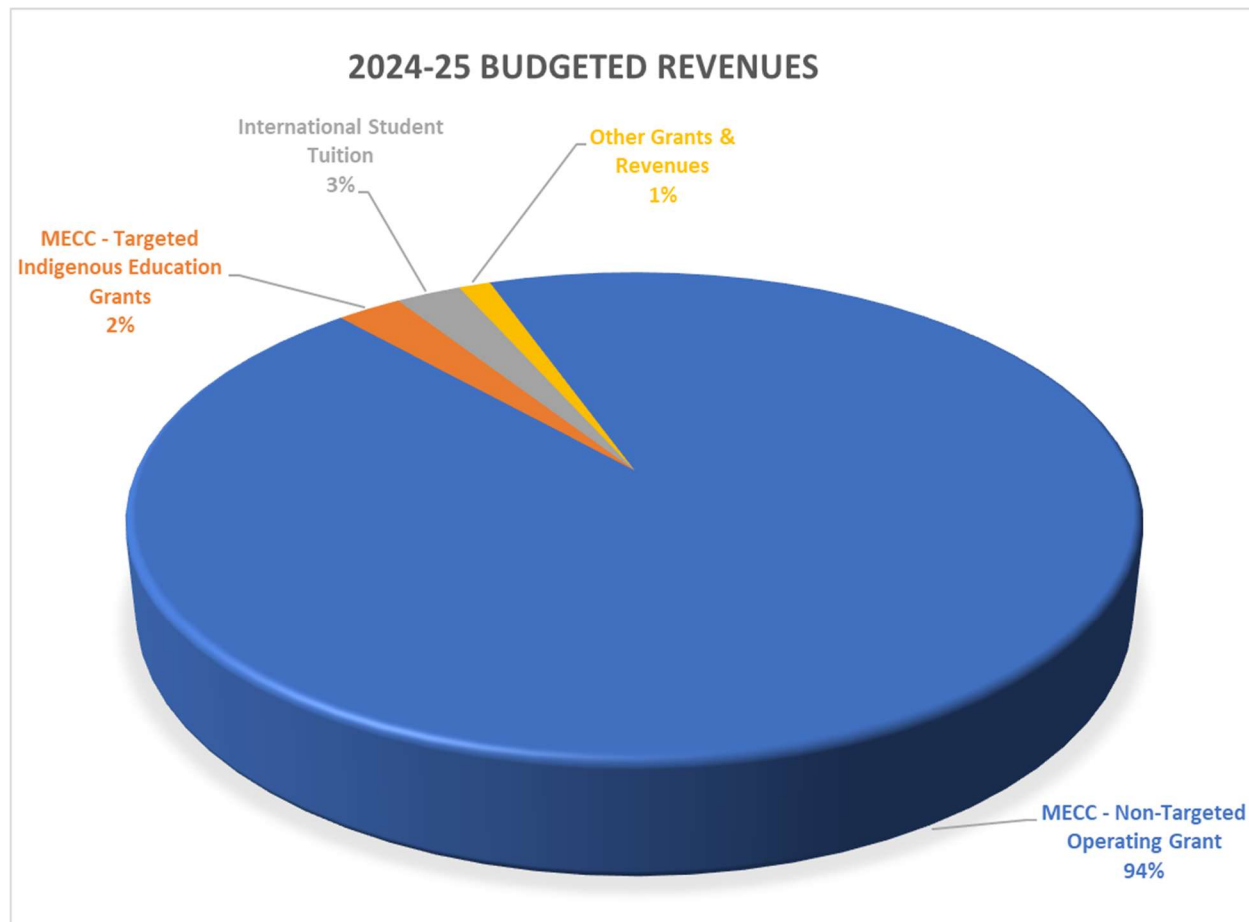
OPERATING FUND

The Operating Fund includes operating grants and other revenues which are used to fund instructional programs, school and district administration, facilities operations, maintenance and transportation.

This is the majority of the school district funding and provides for the salary and benefit costs of employees and other services and supplies related to the ongoing operations of the school district.

Operating Fund – Revenues

The majority of the Districts' operating revenue (96%) is derived from the Ministry of Education and Child Care Operating Grant. The Province establishes this grant annually for public education using a funding allocation system (FAS) that is intended to ensure equity across all districts in British Columbia.

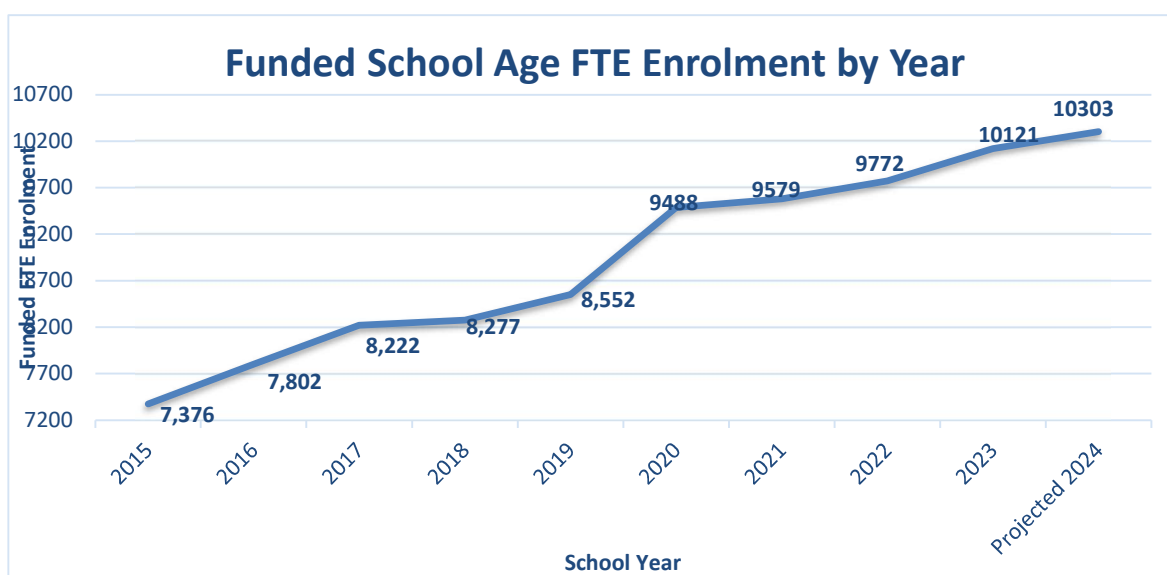


The allocation system is based primarily on enrolment with further allocations based on unique demographic, geographic or district characteristics.

Given that student enrolment is the primary driver in the operating grant revenue formula, all budget planning begins with the projected enrolments for the next school year.

Projected September enrolment for the 2024-25 school year is 10,303 FTE.

The chart below illustrates the growth in September enrolment over the last ten years.



Projected September enrolment changes for the 2024-25 school year include the following:

- An increase in funded school aged students – 168.93 FTE
- An increase in online learning students – 18.44 FTE
- An overall reduction in alternate learning students – 5 FTE
- An increase in Indigenous Education students – 37 FTE
- An increase in students with unique student needs – 8 FTE

Revenue fluctuations related to enrolment changes are mainly offset by increases or decreases in expenditures since staffing or services and supplies are directly related to enrolment.

Budgets and staffing are typically conservative in the preliminary annual budget to reflect the risk of actual enrolment being lower than projected. In September, once actual enrolment is determined, revenues are finalized and the budget is adjusted accordingly to reflect the actual staffing levels required. These changes are approved in the Amended Annual Budget each year and submitted to the Ministry by the end of February.

Operating Fund – Expenditures

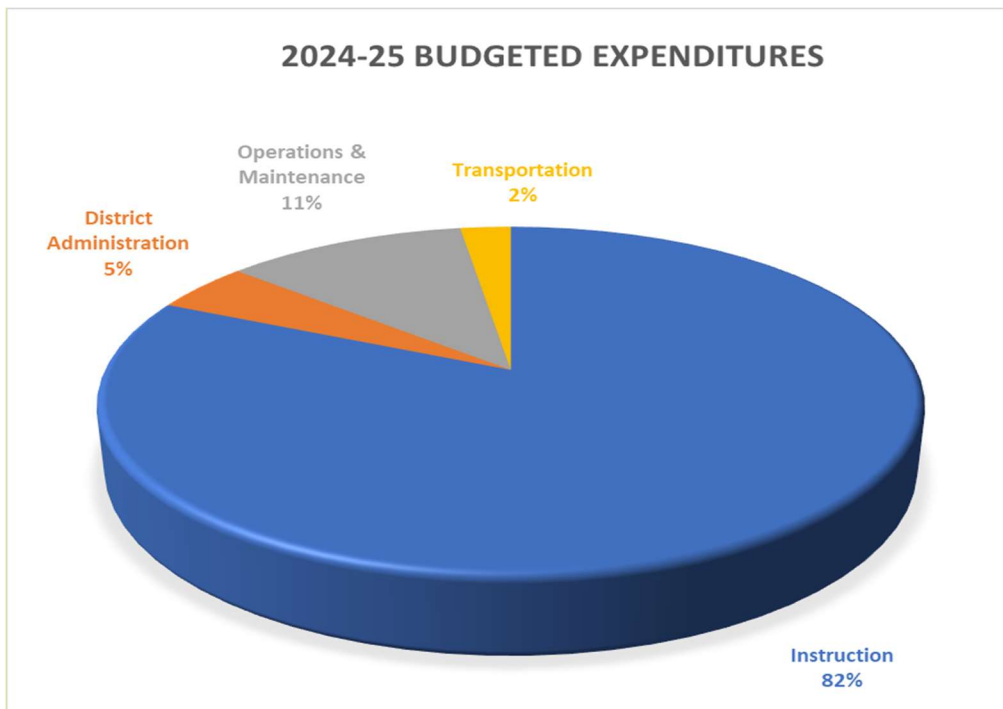
Boards of Education manage and distribute their operating funding allocation based on local spending priorities. Allocations are then identified and categorized into four major program areas which include:

Instruction – approximately 82% of the operating budget will be spent on instruction related costs. These include school-based teachers, education assistants, school administrators, school-based support staff, and services and supplies. Instructional programs are categorized as Regular Instruction, Career Programs, Library Services, Counselling, Special Education, Early Learning and Child Care, English Language Learning, Indigenous Education, School Administration, International and Out of Province Students, and Other.

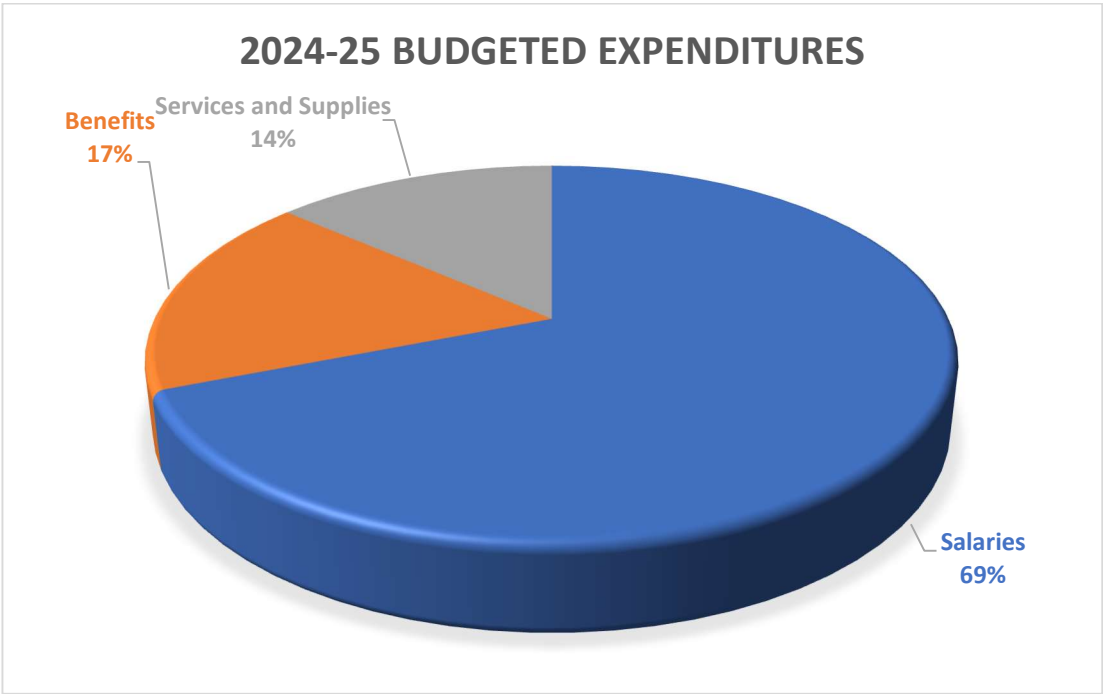
District Administration – approximately 5% of the operating budget is spent on district administration. This includes Educational Administration, Early Learning and Child Care, School District Governance, and Business Administration.

Operations and Maintenance – approximately 11% of the operating budget is spent on operations and maintenance related services which are required to operate and maintain all school district facilities and grounds.

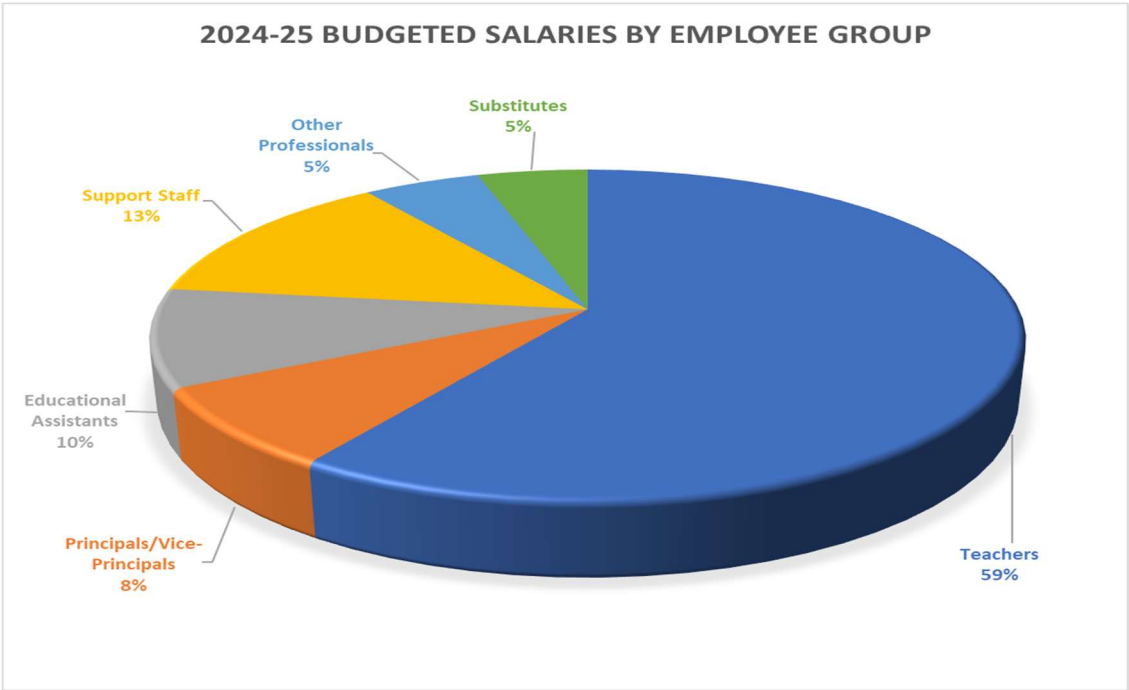
Transportation – approximately 2% of the operating budget is spent on the transportation of students to and from school.



Approximately 86% of the operating budget is spent on salaries and benefits, while services, supplies and utilities represent 14%.



Salaries are broken down into six main categories: Teachers, Support Staff, Educational Assistants, Principals/Vice-Principals, Other Professionals and Substitutes.



2024-25 Annual Operating Fund Budget

Operating Revenue Changes

The Ministry announced the preliminary operating grant for 2024-25 on March 14, 2024. The Ministry has provided additional funds for enrolment growth and increased the per pupil FTE rates to offset the costs of negotiated salary increases for Teachers, CUPE support staff, and non-educator exempt positions; excluding the cost of living adjustment (COLA). No additional funding has been added for other cost pressures including general inflation. A special grant intended to cover the cost of living adjustment (COLA) is expected to be announced in June. At the time this report was drafted this announcement had not been communicated by the Ministry.

Based on the 2024-25 preliminary operating grant announcement, the district is projected to receive approximately \$4.7million in additional Ministry enrolment related revenue in 2024-25 as reflected in Attachment #1.

International Student Program

The international student program contributes to the operations of the district each year through tuition revenues received from international students. For the 2024-25 school year, there will be a \$206,500 increase to the revenue as tuition fees have increased in comparison to the 2023-24 school year along with the revenues from other programming. The overall FTE enrolment is budgeted to remain the same as the current year at 195 FTE, however, it is anticipated that we will have 200 FTE attending our schools. The ISP program is currently budgeted to contribute \$303,917 to the overall district operations (\$245,985 in 2023-24).

Interest Revenue

The Districts' cash balances are held with the Province of British Columbia's Central Deposit Program (CDP) and the operating bank account. The CDP recently reduced the interest rate on March 1, 2024 and it is anticipated that the Bank of Canada will be reducing the prime interest rate in the near future. District cash balances are also decreasing as capital projects near completion. This budget reflects the anticipated reduction of \$285,000 in interest revenue.

North Island Distance Education School (NIDES)

NIDES programs are located throughout BC, supported from central operations in the Comox Valley. Some programs are fully online while others have small percentages of face-to-face time blended with home learning. Two of the program partnerships with external organizations (Nanaimo Unique Kids Organization & Penticton Excel) will no longer be in place for the 2024-25 school year. The loss of these programs may have a negative impact on revenues in the operating budget. NIDES is in the process of securing new programs which are anticipated to mitigate this impact.

Cost of Living Adjustment (COLA)

The Province approved a 1% Cost of Living Adjustment for both teachers and CUPE support staff contracts. This amount is funded by government and is expected to be announced as a separate special Labour Settlement grant in late June. Since the amount of the grant is unknown at the time of this report the grant has been excluded from the preliminary budget and will be incorporated into the amended budget once confirmed.

**The overall known increase in projected revenues for 2024-25
is approximately \$4,266,731**

Operating Fund Cost Pressures

There are a number of cost pressures related to maintaining the ongoing level of programs and services in the district that are out of the Districts' control and for the most part are not funded by the Ministry of Education & Child Care. For 2024-25, these include the following:

Negotiated Wage and Salary Increases – Funded

Costs associated with negotiated wage increases are funded by the Ministry of Education and included in the preliminary operating grant formula. Both CUPE and the BCTF negotiated wage increases will have cost implications for the 2024-25 school year.

CUPE employees are entitled to a 2.0% salary increase effective July 1, 2024 (excluding COLA). The estimated cost of the increase is \$417,750.

Teachers are entitled to a 2.0% salary increase effective July 1, 2024 (excluding COLA). The estimated cost of the increase is \$2,266,832.

The expense related to the Province approved 1% Cost of Living Adjustment for both teachers and CUPE staff has not been incorporated into the preliminary budget at the date of this report. Once the funding has been confirmed in June the associated expense will be recognized in the amended budget. This will not impact employees receiving their 1% entitlement and is strictly to ensure the preliminary budget position is not negatively impacted by recognizing the expense without the known revenue.

Negotiated Salary Increases – Partially Funded (by Operating Grant Allocation & Special Grant)

The BC Public School Employer's Association (BCPSEA) and the Public Sector Employer's Council (PSEC) have approved regionalized salary grids for the principals and vice-principals (PVP); and have developed a K-12 sectoral Exempt Staff Compensation plan for exempt staff. Districts are still waiting on specific details.

The PVP and exempt salary grids are typically increased consistent with the increases provided to teachers and support staff. For the 2024-25 school year, government has agreed to fund Non-Educator Exempt positions through operating grant allocations. Administrators in Leadership Roles which includes PVP will be funded by a special grant which is expected to be announced in late June. For the 2024-25 annual budget the exempt and PVP cost increases calculated at a 2% cost pressure is approximately \$261,394.

Trustee Remuneration

At the October 2023 Board meeting, Trustees approved a motion to increase the rates each subsequent July 1st by the BC Consumer Price Index (All items) for the May-to-May comparison. The estimated cost pressure for 2024-25 is \$5,461.

Replacement (Substitutes) Costs

Given the increased wages, an additional \$76,527 is required in the budget for replacement costs in 2024-25.

Extended Health and Dental Benefit Plans

Costs for benefit plans typically increase each year from increased usage and cost increases of existing plans.

Estimated cost increases to maintain existing plans (EHC/Dental) for all employee groups in 2024-25 is \$774,607. This increase is higher than experienced in previous years and represents approximately 20% increases to premiums. Increased premiums can be attributed to increased plan usage experience among all employee groups while recognizing rate adjustments for teacher bargained plan enhancements.

Maintenance Supplies/Utility Costs

Inflation as well as the addition of buildings and classroom spaces will result in an increase in utility and supply costs of approximately \$27,400 in 2024-25.

Indigenous Education

The increase in per pupil rates for targeted Indigenous funding along with a projected increase in student enrolment will require an additional \$168,270 to be spent on Indigenous programs and services.

New this school year is the introduction of a targeted grant to support the implementation of Indigenous Education Councils. SD71 is expected to receive \$69,614. Further information is

expected to follow in the near future to provide districts with guidance on how these funds can be spent.

Administration (PVP/Exempt)

As the District experiences growth and staff turnover there is a need to realign positions and build capacity to ensure sustained operations. This is anticipated to cost \$217,278.

Education Administration

In recent years, there has been an increasing recognition of the importance of creating safe, inclusive, and equitable learning environments for all students. Districts across the Province have been implementing various initiatives to address issues of discrimination, racism, and inequality within schools. The role of a District Principal – Anti-Racism, Diversity & Equity (Safe and Caring Schools) is pivotal in driving these initiatives forward.

This aligns with the Districts' strategic priorities of promoting student well-being, equity, and academic success. By investing in this position, the District demonstrates its commitment to providing a supportive learning environment for all students.

The estimated salary and benefit cost for this position is \$204,648.

Software Licenses

Contractual software license fees continue to increase with inflation, as well as the number of licenses required as enrolment increases and the number of employees requiring technology increases. The impact on the 2024-25 operating budget is approximately \$143,062.

Transportation Costs

Increased fuel and transportation costs are expected to impact the budget by approximately \$138,125 in 2024-25.

Local Capital Contributions

Annually, the operating budget includes transfers to the Local Capital Fund for the purchase of capital items that are not directly funded by the Ministry. The 2023/24 budget included contributions of \$2.84M primarily to purchase modulars, support the purchase of and evergreening of technology for students and staff, refresh the district's fleet of vehicles, and purchase furniture & equipment. The annual contribution to local capital has been reduced to \$1.46M in 2024-25 as it is anticipated that the approval of capital project submissions may postpone the need for modulars.

This is a one-time recommended option and should be noted that a significant portion of the contribution will likely need to be restored in the 2025-26 budget year.

**The overall increase in projected costs for 2024-25
is approximately \$5,271,095.**

Preliminary Operating Budget Position

After considering all of the cost pressures and potential savings that are related to maintaining the ongoing level of programs and services in the District, the preliminary budget position for 2024-25 is a budget deficit of approximately **\$1,004,364**. A summary of the preliminary budget position can be found in Attachment #2.

Accumulated Operating Surplus – Contingency Reserve

The Board of Education is responsible for ensuring the District is protected financially from extraordinary circumstances which would negatively impact school district operations and the education of students. A key strategy in the Board's fiduciary duty is maintaining an accumulated operating reserve which shall be used to mitigate any negative impact on students.

The Contingency Reserve is intended to be sufficient to reduce, to an appropriate level, financial risk that results from emergent operating issues and/or to offset unrealized revenues. Policy 18 of the Board's Policy Handbook states that the amount of Unrestricted Operating Surplus at the end of a fiscal year should be a minimum of 1.5% and maximum of 3.0 % of actual Operating Expenses in the fiscal year. Based on the latest quarter 3 projections the 2023-24 range for the contingency reserve would be \$1.78M to \$3.56M. The current balance of \$1,759,354 equates to 1.64% of operating expenses (actual 2022-23).

Following is a summary of the projected 2024-25 Budgeted Accumulated Surplus/Contingency Reserve at the time of this report:

2023/2024 Budgeted Accumulated Surplus - Contingency Reserve, end of Year	\$ 1,759,354
2023/2024 Q3 Projected Annual Surplus, end of Year (Appendix 3)	1,906,400
2023/2024 Anticipated Internally Restricted Funds - Carry Forward & One Time Expenses	- 744,000
Anticipated Internally Restricted Funds - Targeting Newly Adopted Strategic Priorities	- 300,000
2024/2025 Use of Unrestricted Reserve to Balance Operating Budget	- 1,004,364
Projected 2024/2025 Budgeted Accumulated Surplus - Contingency Reserve, end of year	<u>\$ 1,617,390</u>
2024/2025 Estimated Pending Ministry Approval of Other Special Grants (Revenue)	182,976
Projected 2024/2025 Budgeted Accumulated Surplus - Contingency Reserve, end of year	<u>\$ 1,800,366</u>

This balance represents 1.51% of the anticipated 2023-24 year end operating expenses.

It should be noted that balancing the operating budget with prior year surpluses will become unsustainable over time. Further operational reviews will be taking place over the coming year to reduce the reliance on surplus to maintain existing operations; as well as to realign funds to support the newly adopted Board strategic priorities going forward.

Next Steps

The Board is required to approve an Annual Budget on or before June 30, 2024 for the 2024-25 school year.

The budget development process and timelines have been structured to facilitate a consultation process that will ensure timely decisions are made in order to adopt a balanced budget and allow for implementation of the budget for the 2024-25 school year. The process allows the Human Resources Department time to process any staffing changes in compliance with collective agreements and allows schools and departments to prepare for the following year.

Stakeholders and the public are invited to attend public meetings and are provided with opportunities to provide input and suggestions to the Board. All budget reports and presentations are posted on the dedicated budget webpage as they become available and an opportunity for submission of feedback through the website will be made available May 14 – May 22, 2024.

Staff will summarize and bring feedback to the Board throughout the process.

The 2024-25 Annual Budget and Bylaw will be prepared in the required format and will be tentatively presented for adoption at the Board Meeting on May 28, 2024. However, if further review and adjustments are required there is time to delay until the June 25, 2024 Board Meeting and meet the statutory deadline of June 30th.

Attachment #1 - Ministry of Education Operating Grant Estimated Revenue Impact 2024-25

Attachment #2 - 2024-25 Preliminary Budget Position

Attachment #3 – Quarter 3 Financial Update, 2023-24 Amended Annual Budget

SCHOOL DISTRICT NO. 71 (Comox Valley)
Ministry of Education Operating Grant - ESTIMATED - for the 2024-25 Year

	2023-24 Actual Amended Annual Budget (based on actual Sept enrolment)			2024-25 ESTIMATED Annual Budget (based on projected Sept enrolment)		
	FTE	Grant	Total	FTE	Grant	Total
Enrolment Based Funding						
Standard (Regular) schools	8,272.06	8,625	71,346,535	8,441.00	8,915	75,251,515
Continuing education	11.38	8,625	98,109	11.38	8,915	101,408
Alternate schools	176.00	8,625	1,518,000	171.00	8,915	1,524,465
Online Learning	1,661.56	6,960	11,564,478	1,680.00	7,200	12,096,000
	10,121.00			10,303.38		
Home Schooling	43.00	250	10,750	43.00	250	10,750
Course Challenges	4.00	270	1,080	4.00	279	1,116
Total September Enrolment Based Funding			\$ 84,538,953			\$ 88,985,254
Unique Student Needs						
English as a second language	196.00	1,735	340,060	200.00	1,795	359,000
Indigenous Education	1,713.00	1,710	2,929,230	1,750.00	1,770	3,097,500
Level 1 Special Needs	3.00	49,070	147,210	3.00	50,730	152,190
Level 2 Special Needs	513.00	23,280	11,942,640	515.00	24,070	12,396,050
Level 3 Special Needs	74.00	11,760	870,240	80.00	12,160	972,800
Adult Education (Non Graduated)	18.50	5,505	101,843	18.50	5,690	105,265
Equity of Opportunity Supplement			462,154			435,454
Total September Enrolment Based Funding			16,793,377			17,518,259
Salary differential			2,705,523			2,771,390
Unique geographic factors			6,780,984			7,147,853
Transportation			0			0
Holdback allocation			0			0
Formula transition			0			1
Funding protection			0			0
Subtotal September Operating Grant			110,818,837			116,422,757
Curriculum and Learning Support Fund			87,949			91,089
Total September Operating Grant			\$ 110,906,786			\$ 116,513,846
Summer learning			49,000			50,500
Estimated enrolment based funding - February			2,338,610			2,874,975
Estimated enrolment based funding - May			1,036,725			1,504,450
Indigenous Education Councils - NEW 2024-25						69,614
Total Aggregate Funding Announced			\$ 114,331,121			\$ 121,013,385
						\$ 6,682,264
Labour Settlement Funding in the Amended Budget Tables that has now been rolled into the Operating Block Above (24/25)						-\$ 1,931,944
Revised Aggregate Funding Announced - Budget Impact						\$ 4,750,320

School District No. 71 (Comox Valley)
2024-25 Preliminary Budget Position (as of May 7, 2024)

		Preliminary Budget Changes 2024-25
REVENUE INCREASES (DECREASES)		
Ministry - Operating Grant		
Enrolment Change	Projected increase in overall enrolment grants	4,750,320
Enrolment Change	Projected ISP Enrolment and Other Revenues	206,500
Other Ministry Revenues	Labour Settlement Funding - COLA Special Grant - TBA	TBA
Other Revenue Changes		
	Prior Year Surplus Appropriation	-387,089
Other Revenue	Other Revenues	-28,000
Rentals and Leases	Increased Facilities Rentals	10,000
Investment Income	Decrease in estimated future rates	-285,000
TOTAL REVENUE INCREASES (DECREASES)		4,266,731
COST INCREASES (DECREASES) - Required		
Teacher Staffing	Anticipated Staffing costs for Fall 2024 - enrolment changes	1,650,396
Teacher Staffing	Increased Teacher Mentorship (.4 FTE)	50,217
Teacher Wage Increases	Base/Minimum 2%	2,266,832
CUPE Wage Increases	Base/Minimum 2%	417,750
PVP/Excluded Wages	Estimated wage 2%	261,394
Trustee Wages	Estimated wage 2%	5,461
Teacher & Support Staffing	Substitute Wage 2%	76,527
Teacher Wage Increases	COLA 1% TBA	TBA
CUPE Wage Increases	COLA 1% TBA	TBA
PVP/Excluded Wages	COLA 1% TBA	TBA
Teacher & Support Staffing	Substitute COLA 1% TBA	TBA
Teacher & CUPE	Contractual ProD costs	18,500
CUPE Custodial	Increase District Space	70,530
Staff Benefit Premium Increases	Approx 20% premium increases across employee groups	774,607
Maintenance Supplies & Utility Costs	Costs for Supplies and Services, Hydro, Fortis, Propane, Oil & Gas	27,400
Indigenous Education	Targeted funding - projected increase in enrolment	168,270
Indigenous Education	Targeted funding - NEW IEC Implementation	69,614
International Program	Increased Service & Supply Expenses	72,000

School District No. 71 (Comox Valley)

2024-25 Preliminary Budget Position (as of May 7, 2024)

Ministry Recoveries	SPP Premium Increase	7,460
ST/HR	Increased Audit Fees, services and supplies	4,500
School and Exempt - Administration	Restructure and Capacity Building	217,278
Education Administration	District Principal - Anti-Racism, Diversity & Equity (Safe and Caring Schools)	204,648
Information Technology	Increase Licencing Costs - due to enrolment, increased staff, contractual increases	143,062
School Budgets	Increased Enrolments = Increased Supply & Resources	26,476
Early Learning	Strong Start and Ready Set Learn additional Cost pressure	5,848
Inclusive Education	Targeted ICY Expenses (projected surplus carryforward)	-30,800
Transportation	Busing Contractual Increase	138,125
Total Required Cost Changes		6,646,095
COST INCREASES (DECREASES) - Other		
Local Capital Transfers	Transfer to Local Capital - updated for annual budget	-1,375,000
Total Other Cost Changes		-1,375,000
TOTAL COST INCREASES (DECREASES)		5,271,095
BUDGET CHANGE REQUIRED FOR ALL COST INCREASES		-\$ 1,004,364

APPENDIX A - SCHOOL DISTRICT NO. 71 (COMOX VALLEY)
OPERATING FUND - YEAR END PROJECTION
As at March 31, 2024

Attachment #3

	2023-24 AMENDED ANNUAL BUDGET	2023-24 ACTUAL Revenues & Expenditures to Mar 31st	2023-24 PROJECTED Revenues & Expenditures to June 30th	2023-24 PROJECTED Revenues & Expenditures for the year	VARIANCE from Amended Annual budget	
OPERATING FUND						
REVENUE						
Provincial Grants						
Ministry of Education	117,524,674	81,950,454	36,363,668	118,314,122	(789,448)	1
Other	222,000	93,300	133,200	226,500	(4,500)	
Tuition	2,970,250	3,499,725	(516,000)	2,983,725	(13,475)	
Other Revenue	509,117	498,347	111,000	609,347	(100,230)	2
Rentals and Leases	150,000	96,703	41,444	138,147	11,853	3
Investment Income	975,000	866,065	131,187	997,253	(22,253)	
TOTAL OPERATING REVENUE	122,351,041	87,004,595	36,264,500	123,269,094	(918,053)	
EXPENSES						
Salaries						
Teachers	48,397,124	34,230,463	14,542,585	48,773,048	(375,924)	
Principals/Vice-Principals	6,613,341	4,810,442	1,640,664	6,451,106	162,235	
Educational Assistants	8,083,663	5,187,336	1,885,995	7,073,330	1,010,333	4
Support Staff	11,150,964	7,816,940	2,872,788	10,689,728	461,236	
Other Professionals	4,185,835	3,027,334	1,009,111	4,036,445	149,390	
Substitutes	4,492,918	2,762,720	1,366,023	4,128,743	364,175	5
Total Salaries	82,923,845	57,835,234	23,317,166	81,152,401	1,771,444	
Employee Benefits	20,215,855	14,701,629	6,300,698	21,002,328	(786,473)	
Total Salaries and Benefits	103,139,700	72,536,864	29,617,865	102,154,728	984,972	
Services and Supplies						
Services	4,233,576	3,405,938	969,688	4,375,626	(142,050)	
Student Transportation	2,802,508	1,699,968	1,082,407	2,782,375	20,133	
ProD and Travel	1,069,083	697,467	346,094	1,043,561	25,522	
Rentals & Leases	237,239	144,103	81,758	225,861	11,378	
Dues and Fees	106,400	67,169	36,596	103,765	2,635	
Insurance	232,800	219,626	4,000	223,626	9,174	
Supplies	6,003,221	3,665,281	2,095,835	5,761,116	242,105	
Utilities	2,438,360	1,523,470	693,323	2,216,793	221,567	6
Total Services and Supplies	17,123,187	11,423,022	5,309,701	16,732,723	390,464	
TOTAL OPERATING EXPENSES	120,262,887	83,959,886	34,927,566	118,887,451	1,375,436	
Surplus Appropriation	4,191,846	-	3,804,757	3,804,757	(387,089)	7
Transfer to Local Capital	(5,905,000)	(5,905,000)	-	(5,905,000)	-	
Tangible Capital Assets Purchased	(375,000)	-	(375,000)	(375,000)	-	
OPERATING SURPLUS (DEFICIT)	\$ -	(2,860,291)	4,766,691	1,906,400	1,906,400	8

Variances from budget greater than 5% are explained on following page.

Results may vary from actual.
Each successive projection will be more reliable as the period being projected becomes shorter and there is more time spent understanding the underlying reasons for emerging trends.
For information purposes only.

APPENDIX A - SCHOOL DISTRICT NO. 71 (COMOX VALLEY)
OPERATING FUND - YEAR END PROJECTION
As at March 31, 2024

- 1** Ministry of Education February Online Learning Enrolment Count increase, and adjustments to February Inclusive Education Enrolment.
- 2** Other Revenues are exceeding the value in the amended budget. This is mainly due to the course delivery recoveries from providing services to Nisga'a (SD#92) students.
- 3** Rentals and leases are projected to be slightly less than budgeted due to the timing of prior year summer rentals received.
- 4** Education Assistants salaries are under budget due to employees on leave and the number of daily unfilled EA positions.
- 5** Substitutes budgets are projected to be slightly less due to the amount of unused release time.
- 6** Utilities budgets are projected to be slightly less due to anticipated energy savings resulting from the continuous optimization project.
- 7** At this time we are projecting to allocate only the year-end surplus appropriations as the current expenses can be covered by the current year increased revenues and reduced spending.
- 8** Estimated annual operating surplus at Mar 31, 2024 is approximately \$1,906,400. It is anticipated that the District will be able to maintain the Board's contingency reserve as described in Policy 18.

Open Committee of the Whole Meeting Report to the Board May 14, 2024

In Attendance at Meeting:

Trustees:

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

Staff:

Dr. Jeremy Morrow, Superintendent
Carrie McVeigh, Secretary Treasurer
Dr. Vivian Collyer, Associate Superintendent
Jennifer Nelson, Assistant Secretary Treasurer
Candice Hilton, Director of Finance

Regrets: Janice Caton, Trustee

Recording Secretary: Heidi Bell, Senior Executive Assistant

A. Welcome

The Board of Education acknowledges that we are on the traditional territories of the K'ómoks 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. Call to Order

Trustee Howe called the meeting to order at 5:31 pm.

C. Adoption of Agenda

THAT the agenda be approved as presented.

[May Sacht/Leslie]

CARRIED

D. Presentations / Delegations

1. **Environmental Outdoor Learning Update** – Serina Allison, Lead Teacher in Environmental Sustainability & Numeracy, and Sarah Nolin, Teacher.

Dr. Vivian Collyer, Associate Superintendent, introduced Serina Allison and Sarah Nolin, and expressed gratitude for the work that Serina Allison has been doing. Highlights included what will be continuing into the next school year (district bikes and snow shoes), garden-based learning framework, youth climate action conference 2024, and answered trustee questions.

E. Information Items

1. Strategic Planning – Verbal Update, Jeremy Morrow, Superintendent

The Superintendent spoke to the Strategic Plan Writing Team sessions. The third session took place last week, and the fourth session will take place next week. The Superintendent noted his gratitude for the writing team work over four full days. The work has included data dives, grouping, theming out feedback from the communities and some writing on the third writing day. The writing team will be ready to present a draft at the June's Board Meeting.

2. 2024-25 Annual Operating Budget Preliminary Report and PowerPoint Carrie McVeigh, Secretary-Treasurer

Pages 1-28

The Secretary-Treasurer introduced Jennifer Nelson, Assistant Secretary-Treasurer and supported by Candice Hilton, Director of Finance to do the presentation. Ms. Nelson thanked Ms. Hilton for her work putting together the budget information, which is focused on the operating portion of the budget. Ms. Nelson and Ms. Hilton answered questions from Trustees and the public.

The Superintendent spoke to the education administration cost of \$205,000 for a proposed District Principal position to focus on anti-racism, diversity, and equity (safe and caring schools).

F. Adjournment – 6:52 pm

THAT the meeting be adjourned.

[McCannel-Keene/Sacht]

CARRIED

AD HOC POLICY COMMITTEE
Report to the Board
Monday, December 18, 2023
3:00 pm

Attendance In Person:

Trustees:

Chelsea McCannel-Keene, Trustee
Shannon Aldinger, Trustee
Michelle Waite - Board Chair

Staff:

Dr. Jeremy Morrow, Superintendent of Schools
Dr. Russell Horswill, Acting Secretary-Treasurer

1. Welcome

Trustee Aldinger provided the Indigenous land acknowledgement.

2. Call to Order

The Policy Committee Meeting was called to order at 3:12 pm.

3. Adoption of Agenda

The meeting agenda was approved as presented.

4. Review Prior Meeting Minutes

The committee reviewed the November 20, 2023, Ad Hoc Policy Committee Report to the Board.

5. Policy Discussion

a. Public Interest Disclosure Act (Draft Policy)

Dr. Russell Horswill, Acting Secretary-Treasurer presented an updated Policy 27 – Public Interest Disclosure (Whistle Blower Protection) and Administrative Procedure 403 – Whistle Blower Protection that incorporated changes to reflect clarification from Government that the legislation does not apply to Elected Officials. A final version will be brought to a future committee meeting.

b. Policy 1 – Foundational Statements

Dr. Jeremy Morrow, Superintendent presented an updated Policy 1 – Foundational Statements. The Ad Hoc Policy Committee agreed to consider this policy further during the Strategic Plan renewal process.

c. Policy 8 – Board Committees

Dr. Russell Horswill, Acting Secretary-Treasurer reviewed the Briefing Note on Policy 8 – Board Committees. The committee discussed the application of the policy and the content of both the Policy and Appendix. The Policy Committee requested staff to review the Policy and Appendix and recommend potential modifications.

d. Policy 24 – Equity and Non-Discrimination

The committee began discussions on Policy 24 – Equity and Non-Discrimination to identify areas that require updating.

6. Other Items

a. Delegation Request – Gender Incongruence

Dr. Russell Horswill, Acting Secretary-Treasurer presented information from a member of the public in the form of email threads and a provided research document pertaining to SOGI: Using Standardized Assessment Procedures and Protocol as Vital first Steps: Supporting Children and Youth with Gender Incongruence.

7. Future Meeting Date

The next Committee meeting date will be confirmed.

8. Meeting Adjournment

The meeting adjourned at 4:20 pm.

AD HOC POLICY COMMITTEE **BOARD REPORT**

Date: Wednesday, May 01, 2024
Time: 4:00 pm – 5:00 pm
Venue: Seminar Room

Committee Members:

Michelle Waite, Chairperson
Shannon Aldinger, Trustee
Chelsea McCannel-Keene, Trustee
Dr. Jeremy Morrow, Superintendent
Carrie McVeigh, Secretary-Treasurer

Recording Secretary: Shannon Aldinger, Trustee

A. WELCOME

The Chair welcomed the committee and called the meeting to order at 4:00 pm.

B. ITEMS FOR DISCUSSION

- **Policy 1 – Foundational Statements Review**

- Discussion of what to keep, what to remove (operational), what to add (commitment to reconciliation framework (Nanaimo-Ladysmith as example), what is the purpose of this policy and what are we trying to achieve.
- The Superintendent emphasized this policy as an important tool for alignment in the district.
- Trustees to pursue re-draft.

1. **Policy 4 - Trustee Code Of Conduct**

- Overdue, but in the works.
- Trustee Waite will forward resources provided by BCSTA.

2. **Cell Phone Use in Schools**

- Province direction re: cell phone use in school.

3. **How to Approach Review of Policies as Required to do so Each Term**

- Start with ones that include annual reviews, also SOGI.
- Want eventual alignment between policies & APs; may require external contract.

4. Other

- Reorganization of policy handbook to align with broad categories.
- How to take a step back and also consider what is missing/development of new policy.

C. OLD BUSINESS - None

D. NEXT MEETING – 4:00 pm, Wednesday, May 29, 2024

E. ADJOURNMENT – 5:00 pm

INDIGENOUS EDUCATION COUNCIL TRUSTEE REPORT
MAY 24, 2024

The Indigenous Education Council (IEC) capacity building days were held on May 15th and 16th, 2024.

An update on Bill 40 was discussed as well as the next steps regarding the planning and use of the new IEC funding from the Ministry of Education and Child Care (attached is the Deputy Minister's Bulletin).

Secretary-Treasurer, Carrie McVeigh and the finance team were invited to speak to the SD71 Budget process and responded to questions regarding Targeted Funding spending for Indigenous students. Much discussion was had in clarifying the use of funding that benefitted all students, not just Indigenous students.

Following this discussion, the Targeted Funds preliminary budget for 2024-25 was shared and the IEC spoke to each line item in supporting Indigenous students in the best way possible for the up-and-coming year.

On day 2, the Integrated Child and Youth Program Team (ICY) led the morning with a follow-up conversation regarding supports for Indigenous students.

The remainder of the day was spent at the Kumugwe Big House, beginning with a light lunch with the Kumugwe Cultural dancers, IEC, and INED staff.

After lunch, grade 4 students district wide joined the IEC for the Kumugwe Big House presentation by the Kumugwe Cultural Society. An incredible day of learning through cultural teachings, story and dance was experienced by all! We are so humbled and grateful for the opportunity to learn from the Pentlatch, E'iksan, and K'ómoks people about the Territory we all live, work and play on!

The day came to an end with a closing Circle where all could share reflections over the two days of gathering.

Respectfully,

Susan Leslie,
IEC Liaison
Vice Chair, Comox Valley Schools

For Information*Published Friday May 10 2024*

Indigenous Education Councils Funding

Changes to the *School Act* made through Bill 40 require that each board establish and maintain an Indigenous Education Council (IEC). Maintaining an IEC means that the school district will provide the secretariat support and fund activities and costs related to the IEC under the direction of the IEC.

The ministry is allocating \$5.67 million in operating grants for the 2024/25 school year to help implement Bill 40 specifically for IECs. District allocations for the 2024/25 school year are available in Table 14 of the [2024/25 Estimated Operating Grants](#). Funds are expected to flow to school districts in early summer.

This new funding is the subject of targeted spending under section 106.4 of the *School Act*. As such, the funds allocated to each district must be spent according to the direction of the Minister. As Deputy Minister, I am pleased to outline those directions on the Minister's behalf.

The new sections of the *School Act*—see sections 87.001 to 87.005—require, where grants are targeted under section 106.4, that the IEC must approve the board's plan for the grant and the board's spending of the grant; and after the grant is spent, approve the board's report on the grant's spending.

The funding must be used to support IEC activities and build capacity, including a secretariat and administrative support, the costs of holding meetings on a reasonable schedule, and IEC member travel to attend these meetings.

IEC Spending Criteria:

The following are examples of eligible targeted spending areas to support IECs:

IEC capacity building – This spending must be towards professional development focused on building knowledge and understanding for the members of the IEC in carrying out their duties and functions of the IEC. Capacity building may include assisting members of the IEC to attend provincial gatherings or other annual meetings such as the Jointly Convened Annual Meeting.

Each school district will work with the IEC to identify an individual to act as secretariat to the IEC. Functions of the secretariat may include coordination and support of meetings and setting agenda topics (e.g: FESL, Feeding Futures, Annual Report, etc.). Under the direction of the IEC, the secretariat will liaise with the district on specific topics, including the planning, spending and reporting of Indigenous education targeted funds.

IEC support – This consists of supporting the secretariat and the IEC in coordinating and fulfilling administrative tasks associated with the IEC such as member travel, meeting costs, room costs, food and beverages, and stipends or honoraria for members or guests.

Reporting

- School districts will be required to return a completed report to the ministry as part of the Indigenous Education Financial Report, due September 29, 2025.
- A reporting template will be distributed and will ask for spending on maintaining and supporting the IEC including:
 - Number of IEC members
 - Membership of IEC, including chair
 - Frequency of meetings
 - Goods, services, used to maintain and support the IEC including food purchased and provided and related spending
 - Spending related to the secretariat including salaries and benefits or portions
 - Administrative costs to directly support the secretariat and the IEC, including costs incurred in establishing the IEC
 - Spending related to meetings such as room or equipment usage
 - Spending on travel for district staff and for IEC members
 - Spending on professional development for IEC members, including attending provincial meetings
 - Any stipends or honoraria for IEC members or guests
 - Any surplus for the IEC targeted amounts as reported in school district
 - Financial statements, should be identified as an Internally Restricted amount within the Accumulated Operating Surplus
 - Additional core funding used to support the IEC
- For budgeting and financial statement reporting, funding for Indigenous Education Councils (Table 14 of the 2024/25 Estimated Operating Grants) is reported as Operating revenue. Related expenditures should be reported in Program 4.40 – School District Governance. Spending of the Supplement for Indigenous Education (Table 4b of the 2024/25 Estimated Operating Grants) is to be reported in Program 1.31 – Indigenous Education.

Future Considerations

- Please note that the factors used to allocate the IEC funding envelope for 2024/25 are an attempt to address estimated costs and may be adjusted in further years based on reports from districts on how funds were spent and reported pressures and surpluses.

TABLE 14
INDIGENOUS EDUCATION COUNCILS, 2024/25

School District	Indigenous Education Councils Funding, 2024/25
5 Southeast Kootenay	71,183
6 Rocky Mountain	71,623
8 Kootenay Lake	80,830
10 Arrow Lakes	60,660
19 Revelstoke	70,187
20 Kootenay-Columbia	60,260
22 Vernon	59,733
23 Central Okanagan	69,231
27 Cariboo-Chilcotin	160,663
28 Quesnel	90,297
33 Chilliwack	153,195
34 Abbotsford	68,500
35 Langley	87,000
36 Surrey	77,750
37 Delta	68,500
38 Richmond	59,250
39 Vancouver	77,750
40 New Westminster	59,250
41 Burnaby	77,750
42 Maple Ridge-Pitt Meadows	68,500
43 Coquitlam	114,750
44 North Vancouver	68,500
45 West Vancouver	77,750
46 Sunshine Coast	69,540
47 Powell River	60,104
48 Sea to Sky	77,750
49 Central Coast	83,711
50 Haida Gwaii	77,652
51 Boundary	100,639
52 Prince Rupert	72,790
53 Okanagan Similkameen	79,856
54 Bulkley Valley	71,675
57 Prince George	89,879
58 Nicola-Similkameen	98,646
59 Peace River South	136,491
60 Peace River North	82,681
61 Greater Victoria	69,133
62 Sooke	98,549
63 Saanich	88,617
64 Gulf Islands	60,209
67 Okanagan Skaha	59,720
68 Nanaimo-Ladysmith	88,173
69 Qualicum	69,408
70 Pacific Rim	108,591
71 Comox Valley	69,614
72 Campbell River	109,207
73 Kamloops-Thompson	117,049
74 Gold Trail	248,450
75 Mission	96,250
78 Fraser-Cascade	204,112
79 Cowichan Valley	118,726
81 Fort Nelson	73,366
82 Coast Mountains	172,395
83 North Okanagan-Shuswap	99,284
84 Vancouver Island West	91,052
85 Vancouver Island North	175,663
87 Stikine	112,618
91 Nechako Lakes	195,001
92 Nisga'a	95,987
93 Conseil scolaire francophone	94,503
Provincial Total	5,670,203

71 Comox Valley \$69,614