

Open Committee of the Whole Meeting

AGENDA

Date: Tuesday, May 13, 2025
Time: 7:00 pm – 8:30 pm
Venue: School Board Office, Second Floor

Committee Members: Michelle Waite, Board Chairperson Sarah Jane Howe, Board Vice Chair Chelsea McCannel-Keene, Trustee Cristi May Sacht, Trustee Janice Caton, Trustee Shannon Aldinger, Trustee Susan Leslie, Trustee	Staff: Dr. Jeremy Morrow, Superintendent of Schools Carrie McVeigh, Secretary-Treasurer Vivian Collyer, Associate Superintendent Joe Heslip, Associate Superintendent Sean Lamoureux, Associate Superintendent Jay Dixon, Associate Superintendent Jennifer Nelson, Assistant Secretary-Treasurer Candice Hilton, Director of Finance Josh Porter, Director of Information Technology Molly Proudfoot, Director of Operations Craig Sorochoan, Communications Manager
Regrets: none	
Recording Secretary: Candace Jesson, Manager Administrative Services & Projects	
Committee Members: Partner Groups – 2 members invited from each group Indigenous Education Council (IEC) District Parents Advisory Council (DPAC) Canadian Union of Public Employees (CUPE 439) Comox District Teachers Association (CDTA) Comox Valley Principals and Vice-Principals Association (CVPVPA)	

A. WELCOME AND CALL TO ORDER

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. ADOPTION OF AGENDA

Pages 1-2

Motion:

THAT the Board of Education of School District No. 71 (Comox Valley) approve the May 13, 2025, Open Committee of the Whole agenda as presented.

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

Vision Statement - Compassionate, connected and personalized learning for all.

Purpose Statement – To create safe, equitable learning environments that lift each learner to thrive, grow and to share their unique gifts.

C. EDUCATION

1. None

D. GOVERNANCE

2. None

E. POLICY

1. None

F. OPERATIONS

1. None

G. FINANCE

1. **2025-2026 Annual Budget** – Report and Presentation
Jennifer Nelson, Assistant Secretary-Treasurer

Pages 3-42

H. OTHER

1. None

I. ADJOURNMENT

Motion:

THAT the Board of Education of School District No. 71 (Comox Valley) adjourn the May 13, 2025, Open Committee of the Whole meeting.

2025-26 ANNUAL BUDGET REPORT PRELIMINARY REPORT

SCHOOL DISTRICT NO. 71 (COMOX VALLEY)



Comox Valley Schools

A Community of Learners

INNOVATIVE • INQUISITIVE • INCLUSIVE

2025-26 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 2025-26 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
- Projecting the costs of providing the existing services into the next year (salaries, benefits, utilities, inflation, etc.)
- Determining which costs will change
- 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
- Finalizing decisions

Development of the 2025-26 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, Capital Fund, and Special Purpose Fund.

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

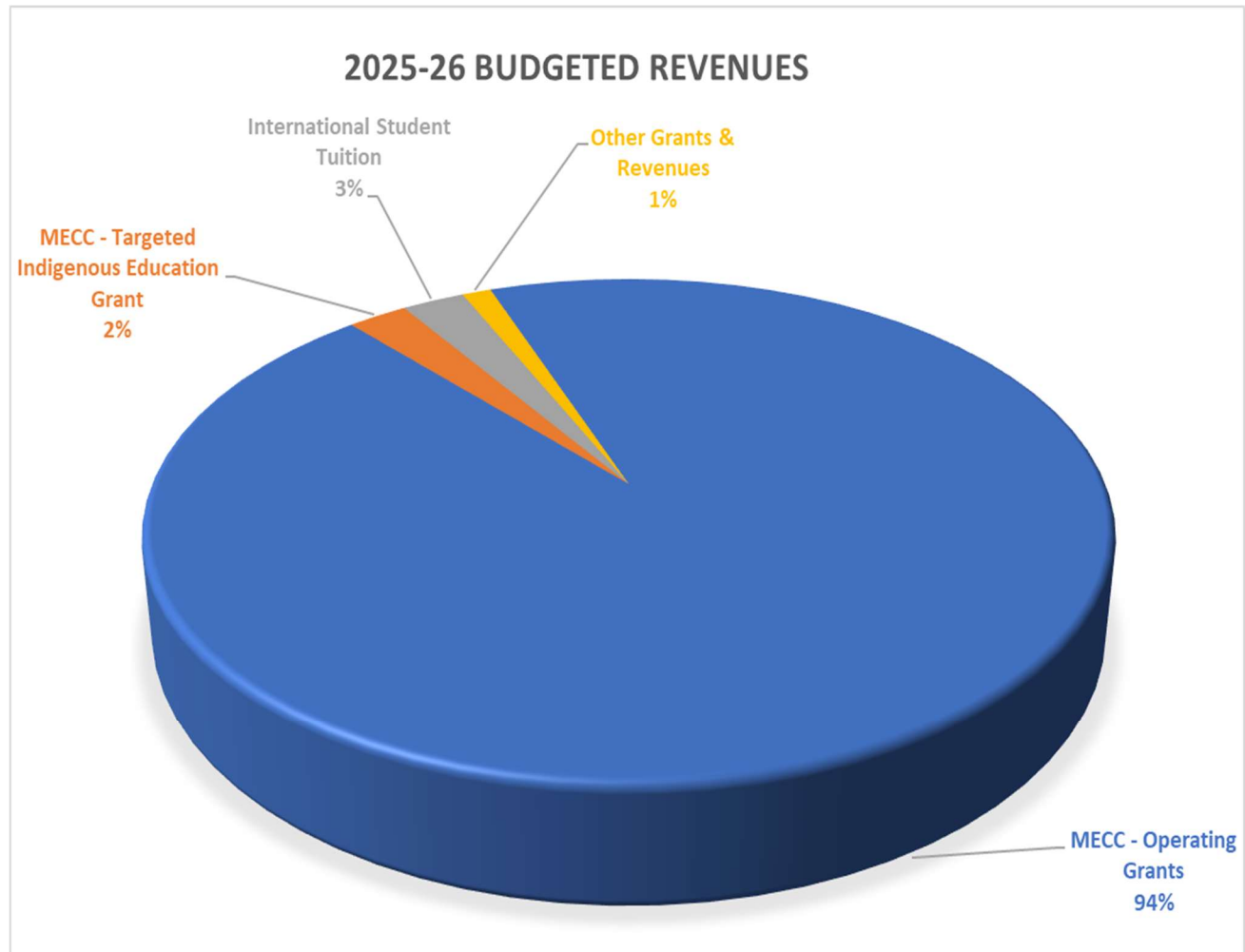
OPERATING FUND

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.

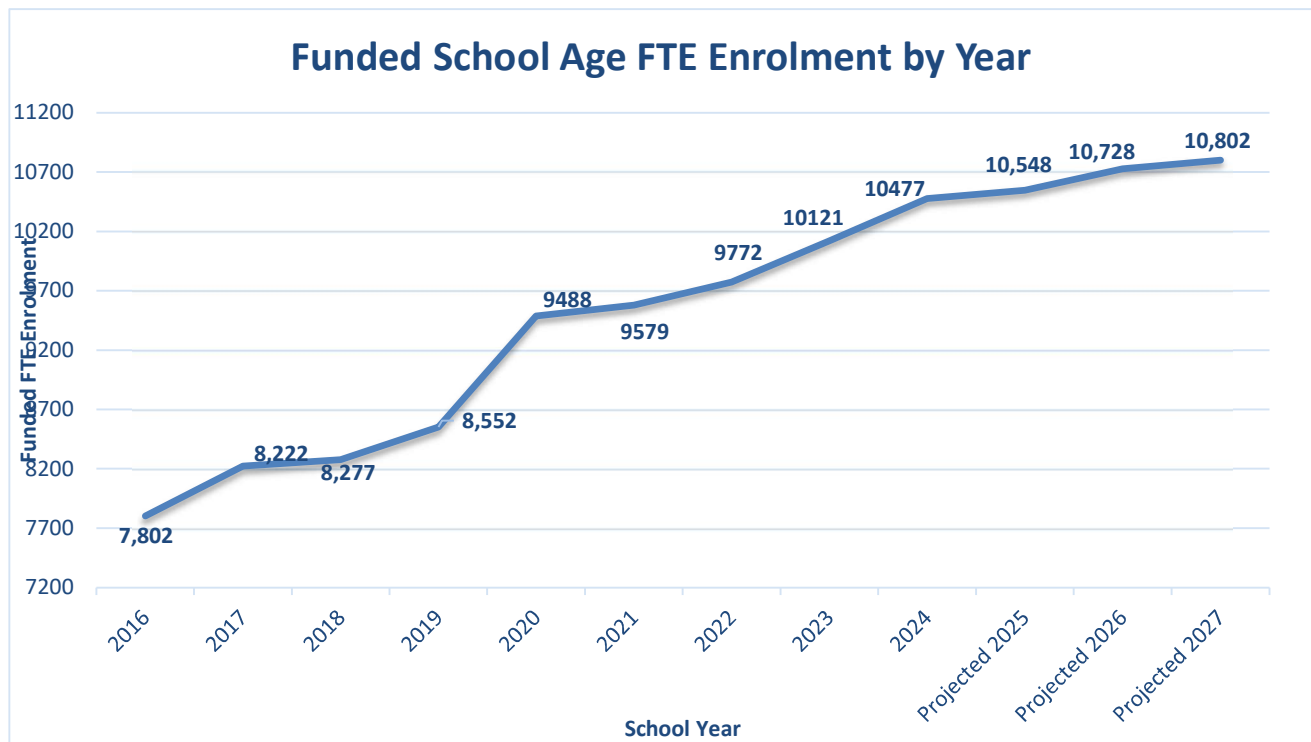


The allocation system is based primarily on enrolment with further allocations based on unique demographic, geographic or district characteristics.

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 2025-26 school year is 10,548 FTE.

The chart below illustrates the growth in September enrolment over the last ten years with future year projections.



Projected September enrolment changes for the 2025-26 school year include the following:

- An increase in funded school aged students – 23 FTE
- An increase in online learning students – 47 FTE
- An overall reduction in alternate learning students – 1 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 most 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:

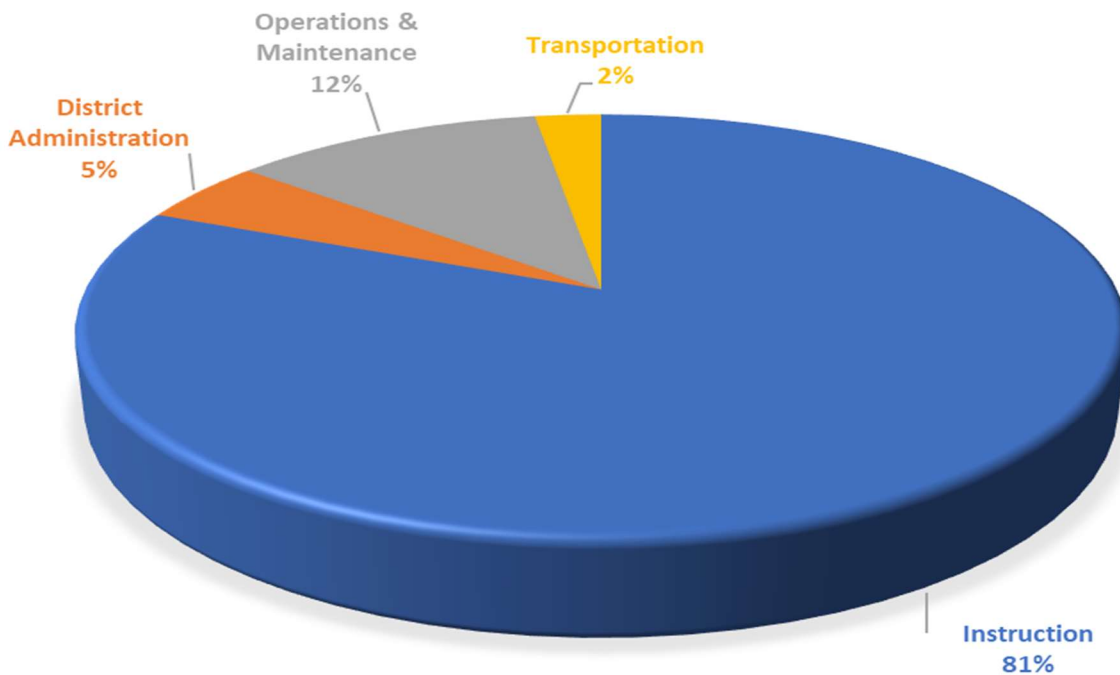
Instruction – approximately 81% of the operating budget will be spent on instruction related costs. These include school-based teachers, education assistants, school administrators, school-based support staff, and services and supplies. Instructional programs are categorized as Regular Instruction, Career Programs, Library Services, Counselling, Inclusive 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 12% 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.

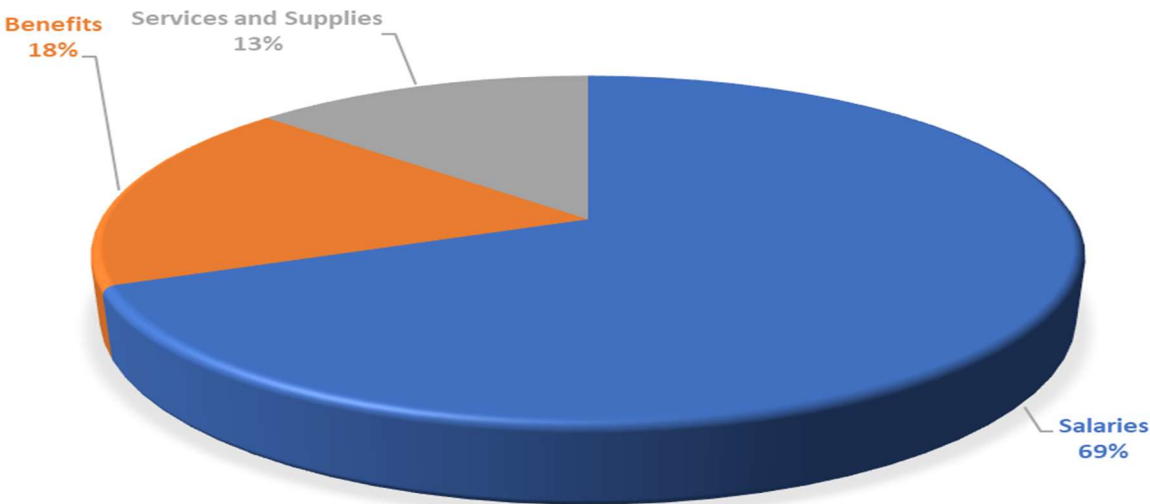
Transportation – approximately 2% of the operating budget is spent on the transportation of students to and from school.

2025-26 BUDGETED EXPENDITURES

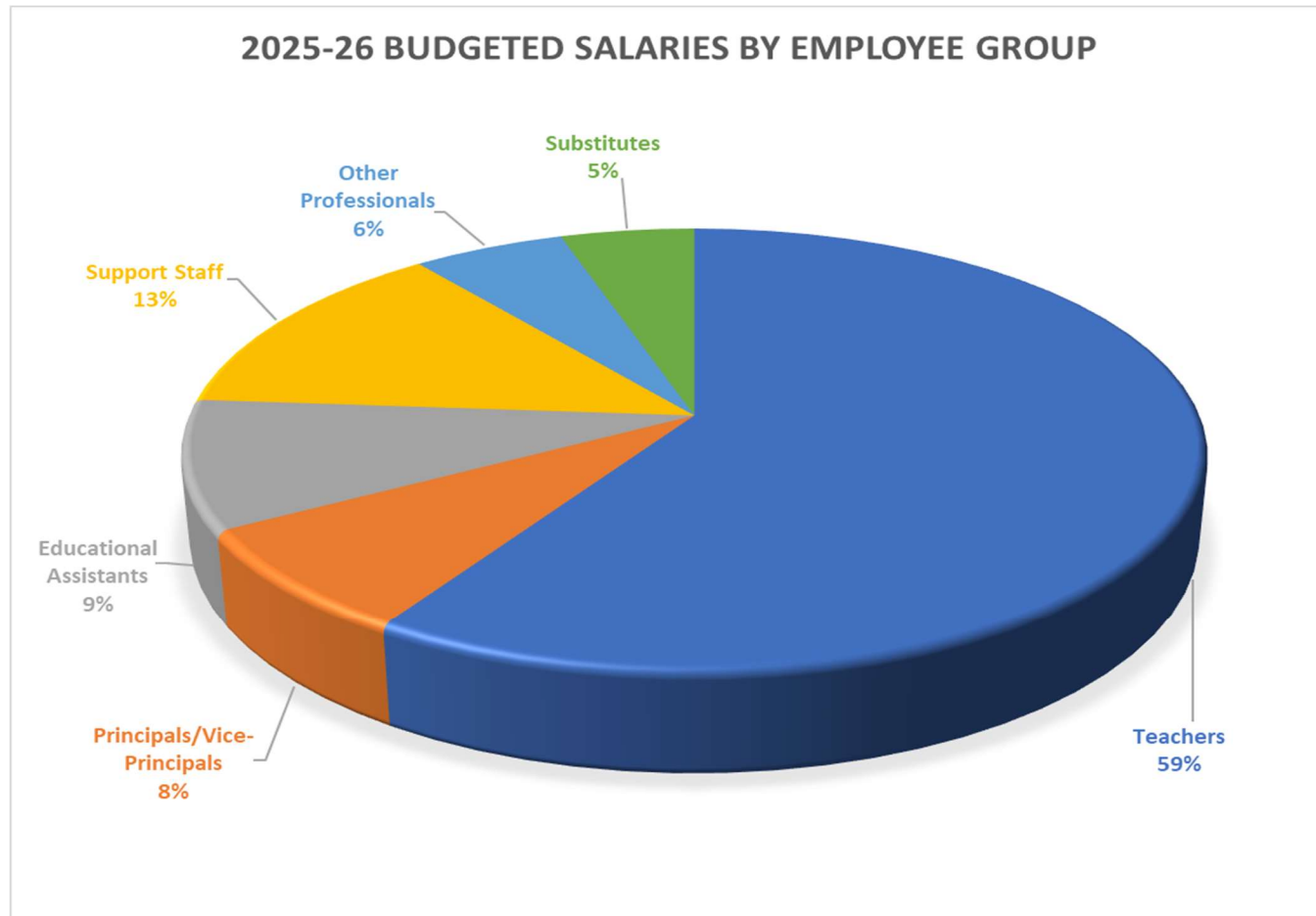


Approximately 87% of the operating budget is spent on salaries and benefits, while services, supplies and utilities represent 13%.

2025-26 BUDGETED EXPENDITURES



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



2025-26 Annual Operating Fund Budget

Operating Revenue Changes

The Ministry announced the preliminary operating grant for 2025-26 on March 14, 2025. The Ministry has provided additional funds for enrolment growth and increased the per pupil FTE rates to incorporate past labour settlement funding from the third and final year of the 2022 Shared Recovery Mandate that was allocated as a special grant in 2024/25. This includes cost-of-living adjustments (COLA) for teachers and support staff, salary increases for administrators in leadership roles, and Teacher professional development. In addition, the per pupil FTE rate now includes labour settlement funding for extended health benefits plan standardization and improvements for support staff. No additional funding has been added for other cost pressures including general inflation.

Based on the 2025-26 preliminary operating grant announcement, the district is projected to receive approximately \$2.9 million in additional Ministry revenue in 2025-26 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 2025-26 school year, there will be a \$247,250 increase to the revenue as tuition fees have increased in comparison to the 2024-25 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. The service and supply budget for the program has been increased by \$117,500 to accommodate an increase in the monthly homestay payment to families as well as a small increase to agent commissions and fees. The ISP program is currently budgeted to contribute \$348,779 to the overall district operations (\$303,917 in 2024-25).

Interest Revenue

The Districts' cash balances are held in a high interest bank account and with the Province of British Columbia's Central Deposit Program (CDP). The Bank of Canada continues to reduce the prime interest rate and it is anticipated that further rate reductions will be announced in the coming year. This budget reflects the anticipated reduction of \$90,000 in interest revenue.

Other Revenue

North Island Distance Education School (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. Other online learning related tuition revenues are anticipated to increase by \$40,000.

Other revenues and the corresponding expenses have been reduced to reflect the expiration of miscellaneous grants in the amount of \$31,724

**The overall known increase in projected revenues for 2025-26
is approximately \$3,151,362**

Operating Fund Cost Pressures

There are a number of cost pressures related to maintaining the ongoing level of programs and services in the district and many are out of the districts control and not necessarily funded by the Ministry of Education & Child Care. For 2025-26, these include the following:

Negotiated Wage and Salary Increases – Funded (Pending)

The Ministry of Education and Child Care has not yet allocated funding for labour settlements as negotiations are still underway for new collective agreements.

Costs associated with negotiated wage increases are normally funded by the Ministry and included in the preliminary operating grant formula, however any additional funding provided in a bargaining year is generally allocated through a special grant once the contracts are ratified.

Negotiated Salary Increases – Not Funded (Pending)

On an annual basis, government provides compensation policy direction through the BC Public School Employer's Association (BCPSEA) and the PSEC Secretariat (PSEC-S) to public sector employers regarding salary increases for principals, vice-principals, and exempt staff. In recent years, this annual direction has focused on aging compensation plan salary ranges consistent with unionized general wage increases, along with setting clear parameters for permissible in-range, performance-based increases.

For this year, the general unionized wage pattern for the current fiscal year has not yet been established through public sector bargaining. As is typical in every round of bargaining, PSEC-S is directing all public sector employers, including school districts, to refrain from providing in-range, performance-based increases for now.

At the October 2024 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.

Although the district has been directed not to provide increases at this time, it is important to include some cost impacts in the budget to ensure there are funds available if directed to do so. Thus, cost increases for principals, vice-principals, exempt staff, and trustees have been included in the preliminary budget and are estimated at \$300,063.

Teacher Staffing – Enrolment changes

The annual Teacher staffing compliment is reviewed annually and adjusted to support current and projected enrolment for the upcoming school year. During this thorough process, class composition and other contractual obligations are taken into consideration when determining staffing levels.

Although the overall projected enrolment in the bricks-and-mortar schools is anticipated to plateau and level off, there continues to be significant growth in the online learning environment. NIDES has been consistently exceeding projected enrolment levels over the past few years and continues to realize additional enrolment during the year at the February and May counts generating additional revenue for the district. Staffing levels need to be increased in 2025/26 to support this online learning demand.

The overall impact related to Teacher staffing levels in 2025/26 is estimated to cost \$1,235,061.

Teacher Staffing – Salary Increments

As per the provisions of the collective agreement, some Teachers will increment along the salary scale based on years of experience. There is a financial impact related to this each year depending on how many Teachers move up the scale. It is estimated that the financial impact to the budget this year will be approximately \$300,000.

Other Additional Staffing Impacts

Given the increased space resulting from the anticipated completion of capital projects, custodial wages are expected to increase by \$98,029.

In addition clerical support for NIDES has been increased by \$31,432 to support enrolment growth and offer improved service to the online learning Indigenous families.

CUPE positions have been reconciled to pay grade classifications resulting in a budget impact of \$39,371.

Extended Health and Dental Benefit Plans

Costs for benefit plans typically increase each year from increased usage and cost increases of existing plans. In addition, benefit costs will also increase in relation to the increase in staffing due to enrolment changes.

Estimated cost increases to maintain existing plans (EHC/Dental) for all employee groups, including the additional staffing anticipated in 2025-26 is \$616,669. This increase represents a range of premium increases of approximately 10-15%. Increased premiums can be attributed to increased plan usage experience among all employee groups while recognizing rate adjustments for teacher bargained plan enhancements.

Services and Supplies including Utility Costs

Savings of approximately \$100,500 has been budgeted in 2025/26 to reflect energy savings resulting from facility continuous optimization projects. In addition, the elimination of the Carbon Tax will have a positive impact on the utilities budget.

Other increases to service and supply budgets related to enrolment changes and Ministry recoveries amount to approximately \$84,000.

Indigenous Education

The increase in per pupil rates for targeted Indigenous funding will require an additional \$35,620 to be spent on Indigenous programs and services.

Last year the Ministry introduced a new targeted grant to support Indigenous Education Councils. SD71 is expected to receive \$77,946 in 2025/26 (\$69,614, 2024/25).

In addition the operating budget includes the commitment by the Board to transfer \$100,000 each year over three years to transition the cost of Indigenous Education Elders and the District Principal of Indigenous Education away from targeted funding.

Information Technology

Cybersecurity and Privacy are a high priority for the District. Efficiencies have been identified in various software and licensing costs to facilitate additional capacity directed towards cybersecurity. The net impact to the 2025-26 operating budget is approximately \$10,243 to provide this additional capacity this year.

Transportation Costs

The District is currently going through a formal request for proposal process for busing services. At the date of this report, it is anticipated that the impact to the 2025/26 school year budget will be approximately \$148,566.

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 2025/26 budget includes contributions primarily to 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 towards the purchase of modulars was removed in the 2024/25 budget with the announcement of capital projects. The latest five-year projections of modular requirements across the district anticipates the use of existing modulars that will need to be relocated after completion of major capital projects. These projections allow for one more year without contributions towards modular purchases or relocations, however transfers may need to be reinstated in future budget years to accommodate the needs. The 2025/26 transfer to local capital has been increased by

\$10,000 to support the ongoing replacement of security cameras across the district. The total local capital transfer for 2025/26 is budgeted at \$1,470,000 Attachment #2.

Additional Budget Priorities – Recommended

Indigenous Engagement and Knowledge Specialist

A new position, “Indigenous Engagement and Knowledge Specialist” was added in the 2024-25 school year on a temporary basis funded by prior year surplus restrictions. SD71 is dedicated to integrating and aligning Indigenous ways of knowing and being throughout the organization. Including this position as a continuing position in the operating budget aligns with the Boards approved strategic principles, specifically the design principle of Decolonizing and Indigenizing. The estimated cost to include this position in the 2025/26 school year is \$117,428

Increased School Supply Budget Allocations – Inflationary

Schools receive supply budgets each year based on a fixed allocation and a per FTE enrolment basis. It has been several years since schools have received an increase to the per FTE rate for supplies. Although the Ministry does not provide funding for inflationary increases, it is recognized that these budgets are not keeping pace with costs. A 5% increase to the per FTE rate in 2025/26 could be accommodated in the 2025/26 operating budget and cost approximately \$34,310.

School Department Heads

The collective agreement allows for special salaries and allowances to establish Secondary School Department Heads. The goal of this initiative would be to promote distributed leadership and capacity building for the District. The estimated cost to implement this approach is \$65,000.

**The overall increase in projected costs (including recommended budget priorities)
for 2025-26 is approximately \$3,151,362**

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, as well as incorporating the above recommended additional budget priorities, the preliminary budget position for 2025-26 is in a balanced position. A summary of the preliminary budget position can be found in Attachment #3.

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 2024-25 range for the contingency reserve would be \$1.94M to \$3.89M and currently sits at \$3.19M based on the 2024-25 Amended Budget. This equates to 2.67% of operating expenses (actual 2023-24).

Strategic Alignment

Reporting on the Preliminary 2025-26 Annual Operating Budget aligns with the Boards Strategic Plan Value of **INTEGRITY**, by upholding high ethical standards through transparency, honesty and accountability.

The addition of the Indigenous Engagement and Knowledge Specialist, and commitment to transfer the cost of the Indigenous Education Elders and District Principal to Operating aligns with the Boards Strategic Plan Value of **TRUTH AND RECONCILIATION COMMITMENT**; as well as the Design Principle of **DECOLONIZING AND INDIGENIZING** - \$217,428.

The addition of staffing to support enrolment and the increased demand in online learning aligns with the Boards Strategic Plan Value of **LEARNING**; as well as the Design Principles of **FLEXIBLE LEARNING ENVIRONMENTS** - \$1,328,793

Increasing custodial expenses to ensure the cleanliness of new space, as well as the directing additional funds towards cybersecurity initiatives aligns with the Boards Strategic Plan Value of **SAFETY** - \$108,272

Next Steps

The Board is required to approve an Annual Budget on or before June 30, 2025 for the 2025-26 school year.

The budget development process and timelines have been structured to facilitate a consultation process that ensures timely decisions are made in order to adopt a balanced budget and allow for implementation of the budget for the 2025-26 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.

Partners 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 participation in a public survey through the website was made available April 23-May 7, 2025.

Staff will summarize and bring feedback to the Board at the May 27, 2025 Board Meeting.

It should be noted that budget conversations are taking place throughout the school year with Leadership and Partners. Feedback received during the annual budget process may be considered throughout the year when making decisions through the amended budget process once actual enrolment is recognized and development of future annual budgets.

The 2025-26 Annual Budget and Bylaw will be prepared in the required format and will be presented for review and adoption in June, 2025.

Attachment #1 - Ministry of Education Operating Grant Estimated Revenue Impact 2025-26

Attachment #2 – Local Capital Reserve Forecast, 2025-26 Annual Budget

Attachment #3 - 2025-26 Preliminary Budget Position

SCHOOL DISTRICT NO. 71 (Comox Valley)
Ministry of Education Operating Grant - ESTIMATED - for the 2025-26 Year

	2024-25 Amended Annual Budget (based on actual Sept, 2024 enrolment)			2025-26 ESTIMATED Annual Budget (based on projected Sept, 2025 enrolment)		
	FTE	Grant	Total	FTE	Grant	Total
Enrolment Based Funding						
Standard (Regular) schools	8,399.63	8,915	74,882,657	8,424.00	9,015	75,942,360
Continuing education	20.50	8,915	182,758	21.00	9,015	189,315
Alternate schools	179.00	8,915	1,595,785	178.00	9,015	1,604,670
Online Learning	1,877.94	7,200	13,521,150	1,925.00	7,280	14,014,000
	10,477.06			10,548.00		
Home Schooling	52.00	250	13,000	52.00	250	13,000
Course Challenges	3.00	279	837	3.00	282	846
Total September Enrolment Based Funding			\$ 90,196,186			\$ 91,764,191
Unique Student Needs						
English as a second language	198.00	1,795	355,410	200.00	1,815	363,000
Indigenous Education	1,781.00	1,770	3,152,370	1,781.00	1,790	3,187,990
Level 1 Inclusive Education	4.00	50,730	202,920	4.00	51,300	205,200
Level 2 Inclusive Education	536.00	24,070	12,901,520	539.00	24,340	13,119,260
Level 3 Inclusive Education	83.00	12,160	1,009,280	88.00	12,300	1,082,400
Adult Education (Non Graduated)	25.44	5,690	144,739	25.00	5,755	143,875
Equity of Opportunity Supplement			442,701			449,334
Total September Enrolment Based Funding			18,208,940			18,551,059
Salary differential			2,969,255			2,989,187
Unique geographic factors			7,147,853			7,446,817
Subtotal September Operating Grant			118,522,236			120,751,254
Curriculum and Learning Support Fund			91,089			94,294
Total September Operating Grant			\$ 118,613,325			\$ 120,845,548
Summer learning			37,370			40,800
Estimated enrolment based funding - February			2,874,975			4,015,505
Online learning			2,529,520			3,681,955
Special needs enrolment growth			300,875			243,400
Newcomer Refugees			44,580			0
Continuing Education			0			90,150
Estimated enrolment based funding - May			1,504,450			2,265,820
Indigenous Education Councils - NEW 2024-25			69,614			77,946
Total Aggregate Funding Announced			\$ 123,099,734			\$ 127,245,619
Labour Settlement Funding in the 24/25 Amended Budget Tables that has now been rolled into the Operating Block Above (25/26)			-			1,160,049
Revised Aggregate Funding Announced - Estimated Budget Impact						\$ 2,985,836

Local Capital Reserve Forecast

		Total	Fleet	Copiers / Printer Fleet Replacement	Modulars	Maintenance & Custodial Equipment	Trade Equipment	Technology	Assistive Technology	F&E Replacement	Classroom Renovations	Future Major Capital Projects	Security Cameras	Local Government Commitments	Contingency
Balance - Year-End	June 30, 2025	1,921,995	0	0	1,072,652	0	0	332,433	0	0	0	200,000	0	225,000	91,910
Annual Local Capital Transfer	2025/26	1,470,000	150,000	70,000	-	25,000	15,000	1,000,000	50,000	100,000	50,000		10,000		17,589
Interest Allocation	10,000	17,589													
Program Expenditures	-	2,219,388	- 150,000	- 70,000	- 950,000	- 25,000	- 15,000	- 799,388	- 50,000	- 100,000	- 50,000		- 10,000		
Balance - Year-End	June 30, 2026	1,190,196	-	0	122,652	0	0	533,045	0	0	0	200,000	0	225,000	109,499
Annual Local Capital Transfer	2026/27	2,070,000	150,000	70,000	400,000	25,000	15,000	1,050,000	50,000	100,000	50,000		10,000	150,000	
Interest Allocation		13,427													13,427
Program Expenditures	-	2,365,088	- 150,000	- 70,000	- 195,700	- 25,000	- 15,000	- 1,499,388	- 50,000	- 100,000	- 50,000	- 200,000	- 10,000		
Balance - Year-End	June 30, 2027	908,535	0	0	326,952	0	0	83,657	0	0	0	0	0	375,000	122,926
Annual Local Capital Transfer	2027/28	2,070,000	150,000	70,000	400,000	25,000	15,000	1,050,000	50,000	100,000	50,000		10,000	150,000	
Interest Allocation	-	12,067													12,067
Program Expenditures	-	2,174,101	- 150,000	- 70,000	- 604,713	- 25,000	- 15,000	- 1,099,388	- 50,000	- 100,000	- 50,000		- 10,000		
Balance - Year-End	June 30, 2028	816,500	0	0	122,239	0	0	34,269	0	0	0	0	0	525,000	134,992
Annual Local Capital Transfer	2028/29	2,120,000	150,000	70,000	400,000	25,000	15,000	1,100,000	50,000	100,000	50,000		10,000	150,000	
Interest Allocation	50,000	9,195													9,195
Program Expenditures	-	2,323,470	- 150,000	- 70,000	- 207,618	- 25,000	- 15,000	- 1,145,852	- 50,000	- 100,000	- 50,000		- 10,000	- 500,000	
Balance - Year-End	June 30, 2029	622,226	0	0	314,621	0	0	-11,583	0	0	0	0	0	175,000	144,188
Annual Local Capital Transfer	2029/30	2,120,000	150,000	70,000	400,000	25,000	15,000	1,100,000	50,000	100,000	50,000		10,000	150,000	
Interest Allocation	-	12,377													12,377
Program Expenditures	-	1,917,081	- 150,000	- 70,000	- 427,693	- 25,000	- 15,000	- 1,019,388	- 50,000	- 100,000	- 50,000		- 10,000		
Balance - Year-End	June 30, 2030	837,522	0	0	286,928	0	0	69,029	0	0	0	0	0	325,000	156,565

School District No. 71 (Comox Valley)
2025-26 Preliminary Budget Position (as of April 29, 2025)

Attachment #3

		Preliminary Budget Changes 2025-26
REVENUE INCREASES (DECREASES)		
Ministry - Operating Grant		
Enrolment Change	Projected increase in overall enrolment grants	2,977,504
Other Ministry Revenues	Targeted IEC Grant Increase	8,332
Other Ministry Revenues	Integrated Child and Youth Teams (Estimated based on 2024/25 Funding)	43,276
Other Revenue Changes		
International Program	Tuition and Homestay Fee Increases, Application Fees	247,250
Other Revenue	Other Revenues	-35,000
Investment Income	Decrease in estimated future interest rates	-90,000
TOTAL REVENUE INCREASES (DECREASES)		3,151,362
COST INCREASES (DECREASES) - Required		
Teacher Staffing	Anticipated Staffing costs for Fall 2025 - enrolment changes	1,235,061
Teacher Salary Increases	Estimated Salary Increments	300,000
Teacher Salary Increases	Secondary School Department Head Implementation	65,000
Teacher Salary Increases	Potential Funded Base/Minimum Estimates TBD	0
CUPE Wage Increases	Potential Funded Base/Minimum Estimates TBD	0
CUPE Wages	Adjustment for CUPE position rate classifications	39,371
PVP/Excluded/Trustee Salaries	Potential Unfunded Estimated Salary Increases	300,063
Excluded Staffing	Indigenous Engagement & Knowledge Specialist	117,428
Teacher Staffing	Estimated Contractual ProD costs TBD	1,980
CUPE Staffing	NIDES - Administrative Assistant Support 15hrs	31,432
CUPE Custodial	Increased Cleaning - Additional Spaces (Capital Project Completion)	98,029
Benefit Premiums	Benefit premium increases for all employee groups resulting from increased usage and cost of existing plans (experiencing a range of 10-15% in premium increases)	616,669
Utility costs	Hydro, Fortis, Propane, Oil & Gas - Carbon Tax Elimination	-100,500
Indigenous Education	Targeted funding - projected increase in enrolment	35,620
Indigenous Education	Targeted funding - NEW IEC Implementation Funding Increase	8,332
International Program	Increased Service & Supply Expenses (offset by additional tuition and fees)	117,500
Ministry Recoveries	Estimated SPP Premium Increase	6,385

COST INCREASES (DECREASES) - Cont'd		
Ministry Recoveries	Estimated BCPSEA Class Fees Increase	3,000
Information Technology	Support for Cybersecurity and Privacy	10,243
School Budgets	Increased Enrolments = Increased Supply & Resources	10,573
School Budgets	Increased Supply Budget Allocations - inflationary pressures	34,310
NIDES Budget	Increased Enrolments = Increased Supply & Resources	62,300
Transportation	Estimated Busing Contractual Increase	148,566
Total Required Cost Changes		3,141,362
COST INCREASES (DECREASES) - Other		
Local Capital Transfers	Transfer to Local Capital - (Increase for security camera renewal)	10,000
Total Other Cost Changes		10,000
TOTAL COST INCREASES (DECREASES)		3,151,362
BUDGET CHANGE REQUIRED FOR ALL COST INCREASES		\$ -



Comox Valley Schools

A Community of Learners

INNOVATIVE • INQUISITIVE • INCLUSIVE

SD71 Preliminary Operating Budget

2025-26 SCHOOL YEAR

MAY 13, 2025

Board Strategic Priorities

VALUES

Shared values establish the foundation for our interactions as we pursue common goals. They help us demonstrate consistent and fair leadership, guiding our collaborative and productive efforts to achieve our vision.

LEARNING

Centering learning in all we do.

EQUITY

Leading with diversity as a strength and inclusion as a right.

RELATIONSHIPS

Connection, compassion, and respect in all that we do.

SAFETY

Learning communities where all feel safe and belong.

INTEGRITY

High ethical standards through transparency, honesty and accountability.

TRUTH AND RECONCILIATION COMMITMENT

We are deeply committed to learning, unlearning, and relearning and taking action for lasting Truth and Reconciliation.

PURPOSE STATEMENT

To create safe, equitable learning environments that lift each learner to thrive, to grow and to share their unique gifts.

VISION STATEMENT

Compassionate, connected and personalized learning for all.

DESIGN PRINCIPLES VISUALISED



Cedar and cedar weaving hold deep cultural, spiritual, and practical significance for the K'ómoks peoples. Known as the 'Tree of Life,' cedar provides materials for everything from shelter and clothing to tools and sacred ceremonial items.

2025-26 Annual Budget Process Schedule



March 14 – Preliminary Operating Grant Announcement



April 22 – First Review of Revenue Implications from the Operating Grant Announcement



April 23-May 7 – Public and Partner Consultation Survey



May 13 – First Review of Preliminary Operating Budget Position



May 27 – Share Public and Partner Feedback with the Board. Opportunity for Partner presentations if desired



June 10 – Final Draft Annual Budget with adjustments Includes Capital and Special Purpose Funds

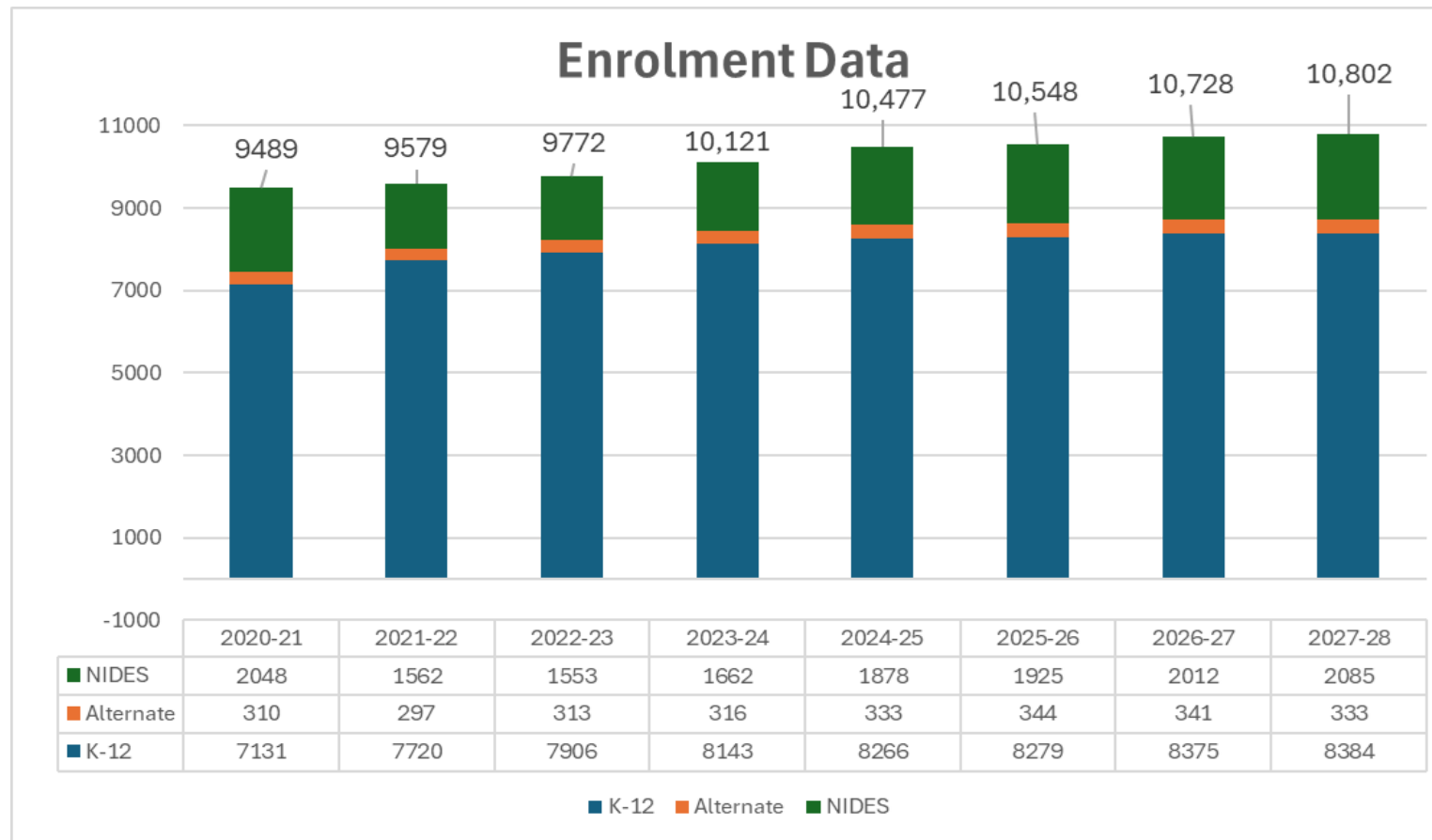


June 24 – Approval 2025-26 Annual Budget Bylaw

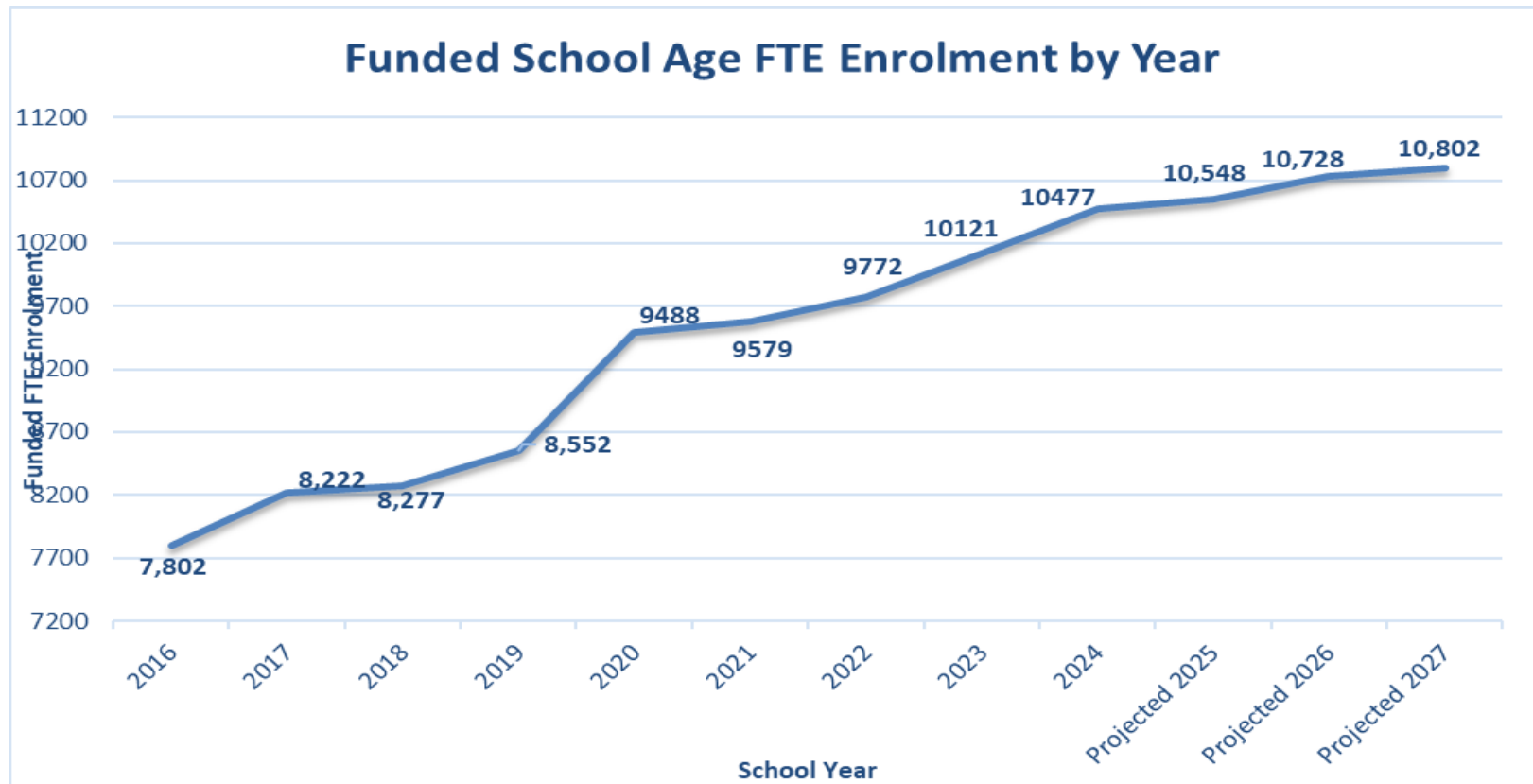
2025/26 Preliminary Operating Budget

- ***School Act* requires adopted Budget by June 30th**
- **2025/26 Balanced Budget Represents:**
 - **Setting priorities for the delivery of student learning**
 - **Projecting student enrolment**
 - **Cost pressures to maintain current levels of programs and services**
 - **Projecting revenues**
 - **Strategies and options to address the net budget position in alignment with the Strategic Plan**

2025-26 Enrolment Projection



Enrolment – Historical and Projected (Sept)



Operating Revenue – Ministry Grant

- ▶ **Ministry of Education and Child Care Operating Grant \$127 M (Increase of \$2.99 M)**
- ▶ **September Enrolment Est = 10,548 FTE (increase of 71 FTE)**
- ▶ **Funding Covers Enrolment Changes & Past Labour Settlement Funding including COLA**
- ▶ **Includes Teacher ProD and previous improvements to extended health benefits for support staff**

	2024-25 Amended Annual Budget (based on actual Total	2025-26 ESTIMATED Annual Total
Total September Enrolment Based Funding	\$ 90,196,186	\$ 91,764,191
Unique Student Needs		
English as a second language	355,410	363,000
Indigenous Education	3,152,370	3,187,990
Level 1 Inclusive Education	202,920	205,200
Level 2 Inclusive Education	12,901,520	13,119,260
Level 3 Inclusive Education	1,009,280	1,082,400
Adult Education (Non Graduated)	144,739	143,875
Equity of Opportunity Supplement	442,701	449,334
Total September Enrolment Based Funding	18,208,940	18,551,059
Salary differential	2,969,255	2,989,187
Unique geographic factors	7,147,853	7,446,817
Curriculum and Learning Support Fund	91,089	94,294
Total September Operating Grant	\$ 118,613,325	\$ 120,845,548
Summer learning	37,370	40,800
Estimated enrolment based funding - February	2,874,975	4,015,505
Estimated enrolment based funding - May	1,504,450	2,265,820
Indigenous Education Councils - NEW 2024-25	69,614	77,946
Total Aggregate Funding Announced	\$ 123,099,734	\$ 127,245,619
Labour Settlement Funding in the 24/25 Amended Budget Tables that has not been included in the above		1,160,049
Revised Aggregate Funding Announced - Estimated Budget Impact		\$ 2,985,836

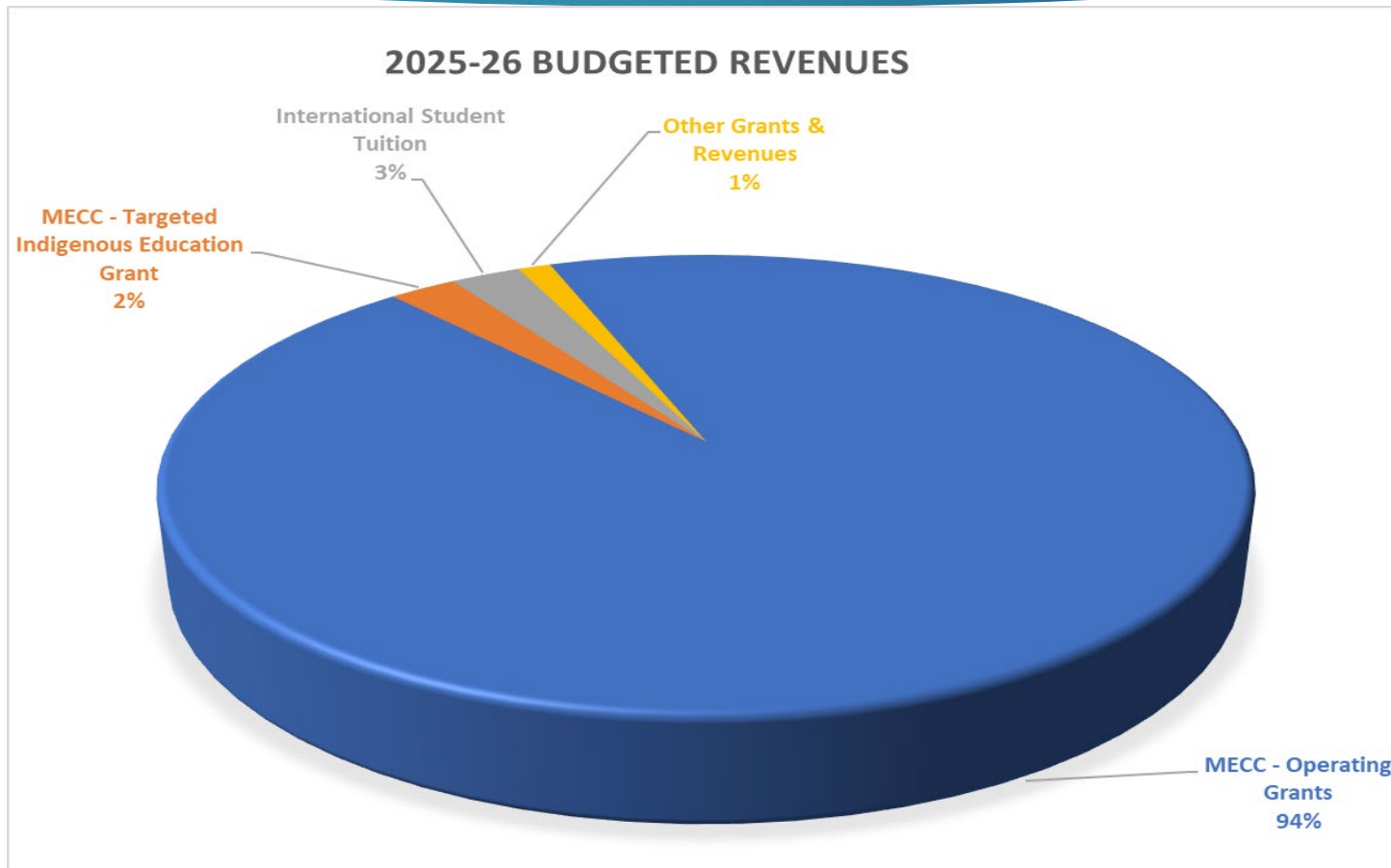
Operating Revenue – Overall Projected Increase

➤ **Overall Increase to Projected Revenues for 2025-26 = \$3,151,362**

- **International Student Program – Increased Tuition Fees (195 FTE) = \$247K**
- **NIDES Tuition Revenue – Increased \$40K**
- **Reduced Interest Revenue (\$90K)**
- **Net reduction in other revenues as a result of expired/adjusted grants (\$32K)**

			Preliminary Budget Changes 2025-26
REVENUE INCREASES (DECREASES)			
Ministry - Operating Grant			
	Enrolment Change	Projected increase in overall enrolment grants	2,977,504
	Other Ministry Revenues	Targeted IEC Grant Increase	8,332
	Other Ministry Revenues	Integrated Child and Youth Teams (Estimated based on 2024/25 Funding)	43,276
Other Revenue Changes			
	International Program	Tuition and Homestay Fee Increases, Application Fees	247,250
	Other Revenue	Other Revenues	-35,000
	Investment Income	Decrease in estimated future interest rates	-90,000
TOTAL REVENUE INCREASES (DECREASES)			3,151,362

Total Revenues – Operating



Operating – 2025/26 Cost Pressures (Enrolment Changes and Current Levels of Service)

- ▶ **Increased Teacher Staffing – Enrolment Changes, & Online Learning Growth = \$1.24M**
- ▶ **Increased Support Staff (Online Learning/Space) = \$129K**
- ▶ **Increased Services/Supplies (Enrolment/Online Learning) = \$190K**
- ▶ **Existing Staff Salary and Wage increases = \$641K**
- ▶ **Increased Benefit Premiums \$617K**
- ▶ **Increased Indigenous Education/IEC = \$44K**

			Preliminary Budget Changes 2025-26
COST INCREASES (DECREASES)			
	Teacher Staffing	Anticipated Staffing costs for Fall 2025 - enrolment changes	1,235,061
	Teacher Salary Increases	Estimated Salary Increments	300,000
	CUPE Wages	Adjustment for CUPE position rate classifications	39,371
	PVP/Excluded/Trustee Salaries	Potential Unfunded Estimated Salary Increases	300,063
	Teacher Staffing	Estimated Contractual ProD costs TBD	1,980
	CUPE Staffing	NIDES - Administrative Assistant Support 15hrs	31,432
	CUPE Custodial	Increased Cleaning - Additional Spaces (Capital Project Completion)	98,029
	Benefit Premiums	Benefit premium increases for all employee groups resulting from increased usage and cost of existing plans (experiencing a range of 10-15% in premium increases)	616,669
	Indigenous Education	Targeted funding - projected increase in enrolment	35,620
	Indigenous Education	Targeted funding - NEW IEC Implementation Funding Increase	8,332
	International Program	Increased Service & Supply Expenses (offset by additional tuition and fees)	117,500
	School Budgets	Increased Enrolments = Increased Supply & Resources	10,573
	NIDES Budget	Increased Enrolments = Increased Supply & Resources	62,300
TOTAL COST PRESSURES - ENROLMENT CHANGES & CURRENT LEVEL OF SERVICE			2,856,930

Operating – 2025/26 Cost Pressures (Other Levels of Service)

- ▶ **Savings – Utility Costs (Continuous Optimization/Carbon Tax Eliminate) = (\$100.5K)**
- ▶ **Ministry Recoveries (SPP/Class Fees) = \$9K**
- ▶ **IT - Cybersecurity Capacity Building (Net Cost) = \$10K**
- ▶ **Busing Contract Renewal = \$149K**

			Preliminary Budget Changes 2025-26
COST INCREASES (DECREASES)			
Utility costs	Hydro, Fortis, Propane, Oil & Gas - Carbon Tax Elimination		-100,500
Ministry Recoveries	Estimated SPP Premium Increase		6,385
Ministry Recoveries	Estimated BCPSEA Class Fees Increase		3,000
Information Technology	Support for Cybersecurity and Privacy		10,243
Transportation	Estimated Busing Contractual Increase		148,566
TOTAL COST PRESSURES - OTHER LEVELS OF SERVICE CHANGES			67,694

Operating – 2025/26 Cost Pressures (New Priorities – Recommended)

- ▶ **Secondary School Department Head Implementation = \$65K**
- ▶ **Indigenous Engagement and Knowledge Specialist = \$117K**
- ▶ **Increased Supply Budget for Schools (Per FTE rate) = \$34K**

			Preliminary Budget Changes 2025-26
COST INCREASES (DECREASES)			
Teacher Salary Increases	Secondary School Department Head Implementation		65,000
Excluded Staffing	Indigenous Engagement & Knowledge Specialist		117,428
School Budgets	Increased Supply Budget Allocations - inflationary pressures		34,310
TOTAL COST PRESSURES - New Recommended Priorities			216,738

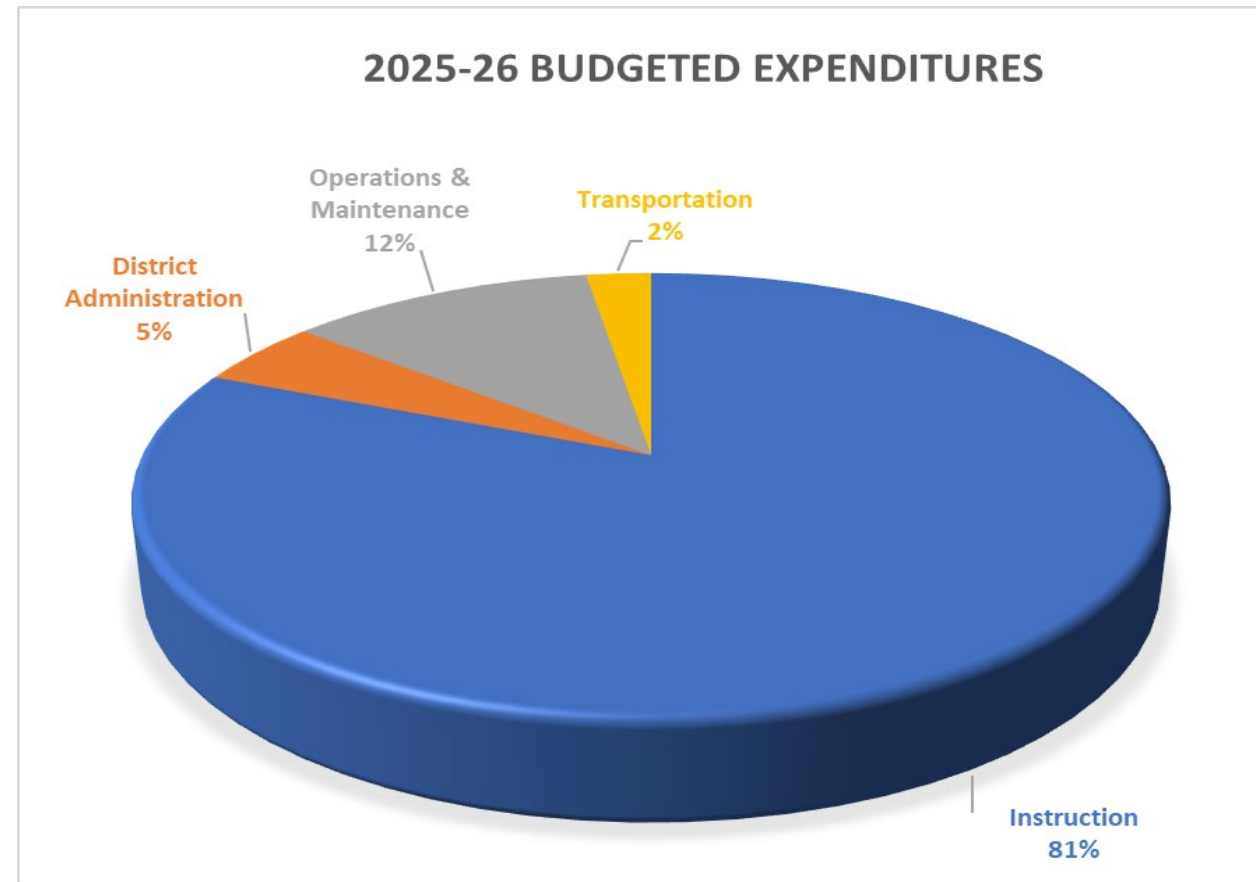
Operating –2025/26 Cost Pressures

➤ ***Overall Increase to
Projected Expenses for
2025-26***

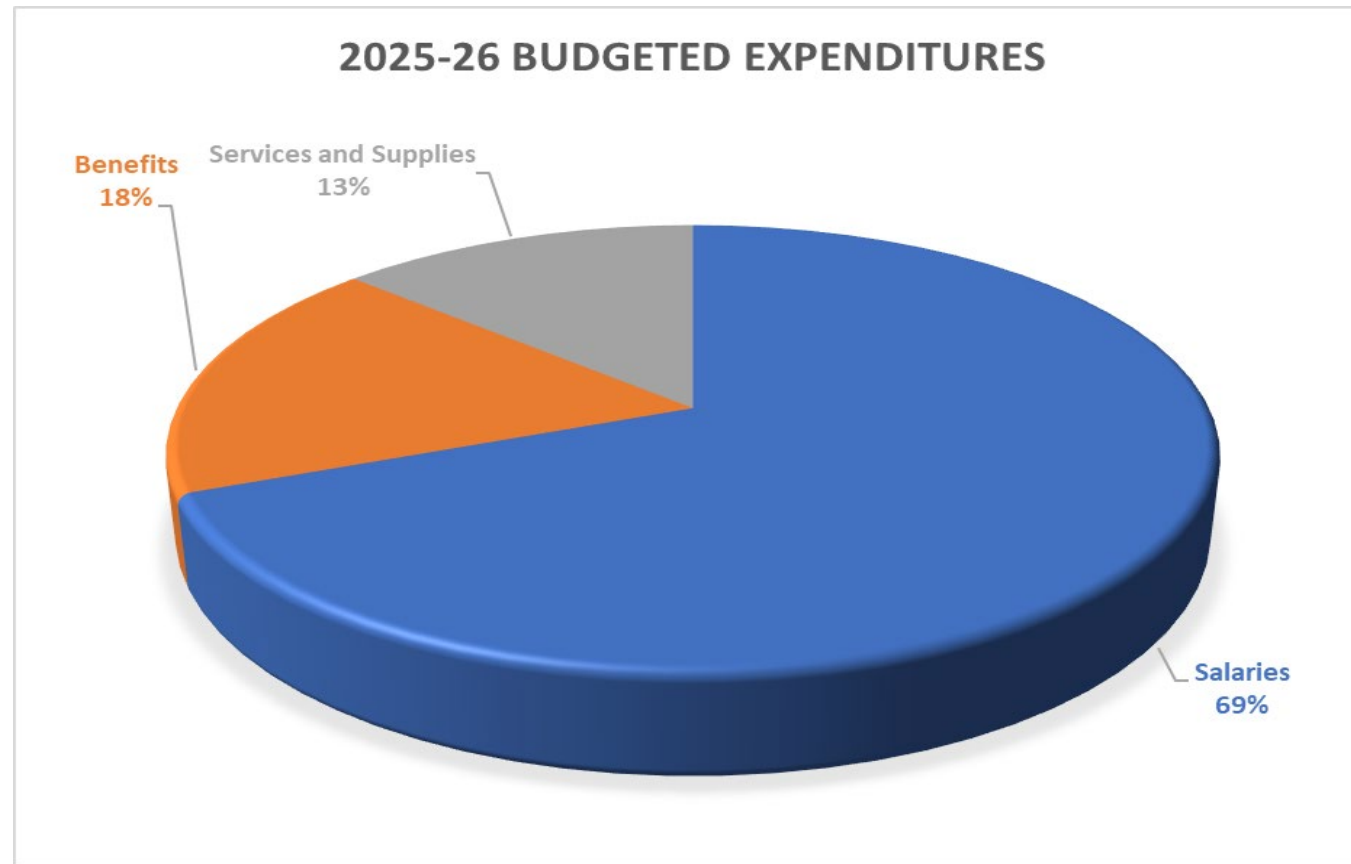
= \$3,151,362

		Preliminary Budget Changes 2025-26
COST INCREASES (DECREASES)		
	Enrolment Changes and Current Level of Service	2,856,930
	Other Level of Service Changes	67,694
	New Priorities	216,738
	Local Capital Transfer - Increase	10,000
Overall Total Cost Pressure		3,151,362

How The Funds Are Spent

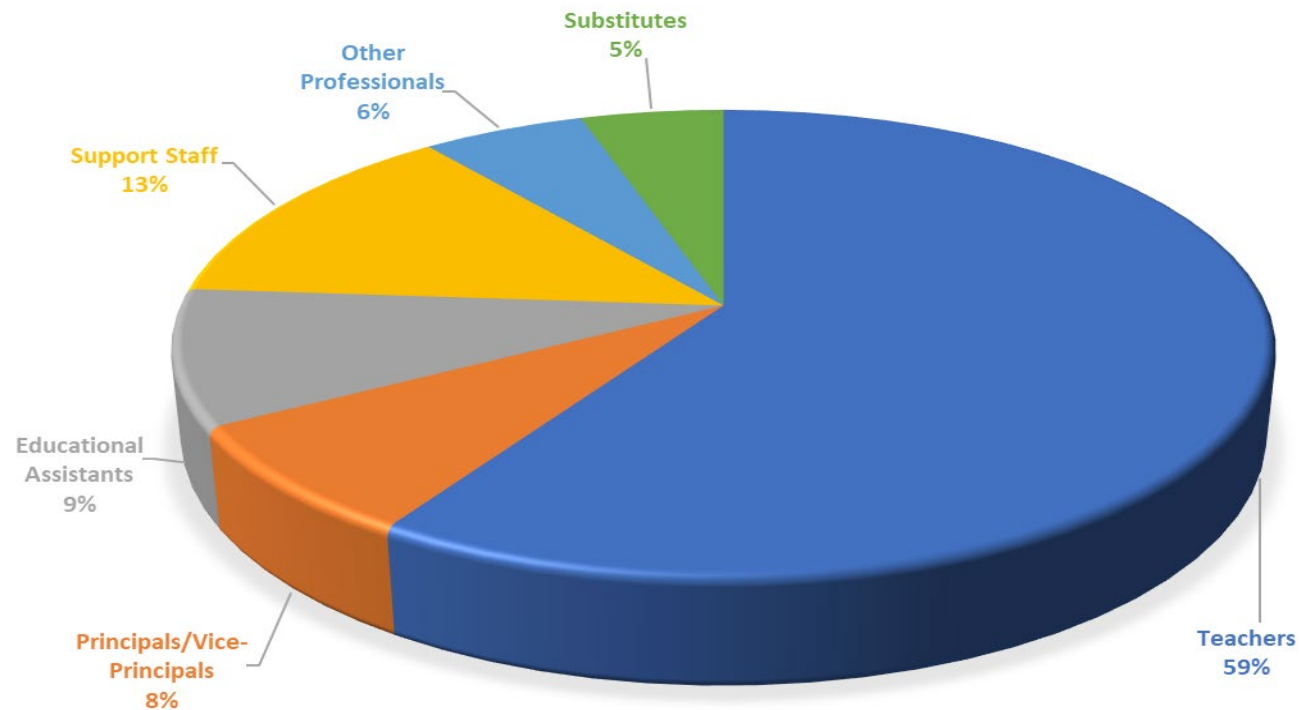


Expenditures – Operating



Expenditures – Salaries

2025-26 BUDGETED SALARIES BY EMPLOYEE GROUP



Preliminary Operating Budget Position

➤ ***Overall Projected
2025/26
Operating Budget
is Balanced!***

	Preliminary Budget Changes 2025-26
TOTAL REVENUE INCREASES (DECREASES)	\$ 3,151,362
TOTAL COST INCREASES (DECREASES)	\$ 3,151,362
BUDGET CHANGE REQUIRED FOR ALL COST INCREASES	\$ -

District Operating Contingency Reserve

Policy 18

ACCUMULATED OPERATING SURPLUS AND INTERNALLY RESTRICTED FUNDS

Unrestricted Operating Surplus (Contingency Reserve)

In conjunction with the Board of Education's review and approval of the annual financial statements, the Board of Education will restrict a portion of accumulated operating surplus for the purpose of forming a Contingency Reserve.

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.

District Operating Contingency Reserve 2024/25 Budget

\$3,186,379 = 2.67%
**(Balanced Budget
Maintains this Amount)**

School District No. 71 (Comox Valley)

Schedule 1

Amended Annual Budget - Schedule of Changes in Accumulated Surplus (Deficit) by Fund
Year Ended June 30, 2025

	Operating Fund	Special Purpose Fund	Capital Fund	2025 Amended Annual Budget
	\$	\$	\$	\$
Accumulated Surplus (Deficit), beginning of year	5,282,083	-	38,149,008	43,431,091
Changes for the year				
Net Revenue (Expense) for the year	164,296		(2,848,189)	(2,683,893)
Interfund Transfers				
Tangible Capital Assets Purchased	(375,000)		375,000	-
Local Capital	(1,885,000)		1,885,000	-
Net Changes for the year	(2,095,704)	-	(588,189)	(2,683,893)
Budgeted Accumulated Surplus (Deficit), end of year	3,186,379	-	37,560,819	40,747,198

Board Strategic Priorities

Strategic Alignment

Reporting on the Preliminary 2025-26 Annual Operating Budget aligns with the Boards Strategic Plan Value of **INTEGRITY**, by upholding high ethical standards through transparency, honesty and accountability.

The addition of the Indigenous Engagement and Knowledge Specialist, and commitment to transfer the cost of the Indigenous Education Elders and District Principal to Operating aligns with the Boards Strategic Plan Value of **TRUTH AND RECONCILIATION COMMITMENT**; as well as the Design Principle of **DECOLONIZING AND INDIGENIZING** - \$217,428.

The addition of staffing to support enrolment and the increased demand in online learning aligns with the Boards Strategic Plan Value of **LEARNING**; as well as the Design Principles of **FLEXIBLE LEARNING ENVIRONMENTS** - \$1,328,793

Increasing custodial expenses to ensure the cleanliness of new space, as well as the directing additional funds towards cybersecurity initiatives aligns with the Boards Strategic Plan Value of **SAFETY** - \$108,272



Next Steps

- **May 27, 2025 - Public and Partner feedback provided to the Board.**
- **June 10, 2025 – Final Draft Annual Budget with Adjustments (Includes Capital and Special Purpose Funds)**
- **June 24, 2025 – Approval of 2025-26 Annual Budget Bylaw**

Questions