



The Board of Education of School District No. 61 (Greater Victoria)  
Regular Board Meeting  
AGENDA

Monday, September 28, 2020, 7:30 p.m.  
Tolmie Boardroom, 556 Boleskine Road

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Pages

**A. COMMENCEMENT OF MEETING**

This meeting is being audio and video recorded. The video can be viewed on the District website.

**A.1 Acknowledgement of Traditional Territories**

*The Greater Victoria School District wishes to recognize and acknowledge the Esquimalt and Songhees Nations, on whose traditional territories, we live, we learn, and we do our work.*

**A.2 Approval of the Agenda**

Recommended Motion:  
That the September 28, 2020 agenda be approved.

**A.3 Approval of the Minutes**

- a. Approval of the June 22, 2020 Regular Board Minutes 9

Recommended Motion:  
That the June 22, 2020 Regular Board minutes be approved.

- b. Approval of the August 24, 2020 Special Board Minutes 27

Recommended Motion:  
That the August 24, 2020 Special Board minutes be approved.

**A.4 Business Arising from the Minutes**

**A.5 Student Achievement**

**A.6 District Presentations**

**A.7 Community Presentations**  
(5 minutes per presentation)

**B. CORRESPONDENCE**

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B.10	September 15, 2020, GVTA to Minister of Education, Foundation Skills Assessment	44
B.11	September 21, 2020, GVTA to Minister of Education, Health and Safety Training	46

**C. TRUSTEE REPORTS**

**C.1 Chair's Report**

a.	Chair Watters - Monthly Report	48
b.	Annual Workplan: October 2020	50
c.	BCSTA COVID 19 Response Working Group Survey	
d.	Local Education Agreement: Songhees Nation of the Lekwungen Peoples	

## C.2 Trustees' Reports

(2 minutes per verbal presentation)

## D. BOARD COMMITTEE REPORTS

### D.1 Education Policy and Directions Committee

- a. Draft minutes from the September 14, 2020 meeting - Information only 52
- b. Recommended motions from the September 14, 2020 meeting

Recommended Motion:

That the Board of Education of School District No. 61 (Greater Victoria) approve the recommended motions from the September 14, 2020 Education Policy and Directions Committee meeting.

- a. Rescindment of January 19, 2015 Motion re: Foundation Skills Assessment

Recommended Motion:

That the Board of Education of School District No. 61 (Greater Victoria) rescind the following motion that was carried at the January 19, 2015 Board of Education meeting: "*That the Board of Education of School District No. 61 (Greater Victoria) direct the Superintendent to inform school-based principals to honour parent requests to withdraw their child from the FSA testing and to refrain from contacting them upon receipt of their withdrawal request form as of January 2016.*"

- b. Draft Terms of Reference - Police Liaison Officer Ad Hoc Committee 58

Recommended Motion:

That the Board of Education of School District No. 61 (Greater Victoria) accept the amended Draft Terms of Reference for the Police Liaison Officer Ad Hoc Committee.

## D.2 Operations Policy and Planning Committee

- a. Draft minutes from the September 21, 2020 meeting - Information only 61
- b. Recommended motions from the September 21, 2020 meeting

Recommended Motion:

That the Board of Education of School District No. 61 (Greater Victoria) approve the recommended motions from the September 21, 2020 Operations Policy and Planning Committee meeting.

- a. Policy 2100.1 - Superintendent Evaluation 68

Recommended Motion:

That the Board of Education of School District No.61 (Greater Victoria) adopt the draft Superintendent Evaluation Policy Option 2, as presented;

AND FURTHER

That the policy remain in draft until the first evaluation is concluded;

AND FURTHER

That the Board review the draft Superintendent Evaluation policy immediately after completing the Superintendent Evaluation process.

- b. School Shops Audits 75

Recommended Motion:

That the Board of Education of School District No.61 (Greater Victoria) direct the Superintendent to provide the Board of Education a report which sets out what actions and remediations have been completed, and what actions and remediations are outstanding as a result of the health and safety issues identified in the school shop audits carried out in November 2016 and Spring 2017.



Recommended Motion:

That the Board of Education of School District No.61 (Greater Victoria) direct the Policy Sub-Committee to add a section to the development of the policy Role of Trustee, that addresses the Trustee Report, including timing, content and a template.

a. Recommended motions from the September 21, 2020 meeting

Recommended Motion:

That the Board of Education of School District No. 61 (Greater Victoria) approve the appropriation of \$17,949,746 of the operating surplus as follows: 1) school level funds \$2,574,311, 2) unspent project budgets \$5,207,301, 3) purchase order commitments \$560,082, 4) COVID-19 contingency \$2,561,246, and 5) balance 2020-2021 budget \$7,046,806 approved May 2020.

Recommended Motion:

That the Board of Education of School District No. 61 (Greater Victoria) approve the transfer of \$639,270 to Local Capital in 2019-2020 for the Student Device Replacement Reserve (\$339,270), the Technology Replacement Reserve (\$200,000) and the Childcare Capital Reserve (\$100,000).

Recommended Motion:

That the Board of Education of School District No. 61 (Greater Victoria) approve the Audited Financial Statements of School District No. 61 (Greater Victoria) for the year ended June 30, 2020; and that the Board Chair, the Superintendent and the Secretary-Treasurer be authorized to execute these statements, where applicable, on behalf of the Board.

Recommended Motion:

That the Board of Education of School District No. 61 (Greater Victoria) approve the schedules as required by the Financial Information Act for the period July 1, 2019 to June 30, 2020

AND FURTHER

That the approved schedules be posted to the District website.

**E. DISTRICT LEADERSHIP TEAM REPORTS**

**E.1 Superintendent's Report**

- a. Monthly Report 198

Recommended Motion:  
That the Board of Education of School District No. 61 (Greater Victoria) receive the Superintendent's report as presented.

- b. Trustee Questions 199

**E.2 Secretary-Treasurer's Report**

- a. Monthly Report 200

Recommended Motion:  
That the Board of Education of School District No. 61 (Greater Victoria) receive the Secretary- Treasurer's report as presented.

- b. Federal Safe Return to Class Funding - Secretary Treasurer Morris
  - a. Funding 201
  - b. Spending Plan

Recommended Motion:  
That the Board of Education of School District No.61 (Greater Victoria) approve the Federal Safe Return to Class spending plan, as presented.

- c. Poll Vote Results - South Park Elementary Cameras 204

**F. QUESTION PERIOD**

(15 minutes total)

**G. PUBLIC DISCLOSURE OF IN-CAMERA ITEMS**

- G.1 Record of In-Camera Board Meeting - June 22, 2020 205
- G.2 Record of the Special In-Camera Board Meeting - September 3, 2020 206
- G.3 Record of the Special In-Camera Board Meeting - September 4, 2020 207

<b>G.4</b>	<b>Record of the Special In-Camera Board Meeting - September 16, 2020</b>	<b>208</b>
a.	Conceptual Drawing of Victoria High School Site	209

**H. NEW BUSINESS/NOTICE OF MOTIONS**

**H.1 New Business**

**H.2 Notice of Motions**

**I. ADJOURNMENT**

Recommended Motion:  
That the meeting be adjourned.



**The Board of Education of School District No. 61 (Greater Victoria)**

**MINUTES**

**June 22, 2020, 7:30 p.m.**

Trustees Present: Jordan Watters, Board Chair, Ann Whiteaker, Vice-Chair, Nicole Duncan, Tom Ferris, Angie Hentze , Elaine Leonard, Diane McNally, Ryan Painter, Rob Paynter

Administration: Shelley Green, Superintendent of Schools, Kim Morris, Secretary-Treasurer, Deb Whitten, Deputy Superintendent, Greg Kitchen, Associate Superintendent, Colin Roberts, Associate Superintendent, Katrina Stride, Associate Secretary-Treasurer, Chuck Morris, Director, Facilities Services, Marne Jensen, Associate Director, Human Resource Services, Harold Caldwell, Director, Learning Team, Andy Canty, Director, Learning for Information Technology, Shelly Niemi, District Administrator, Aboriginal Nations Education, Jeff Davis, Director, International Student Program, Lisa McPhail, Communications and Community Engagement Manager , Vicki Hanley, Recorder

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**A. COMMENCEMENT OF MEETING**

The meeting was called to order at 7:31 p.m.

**A.1 Acknowledgement of Traditional Territories**

Chair Watters recognized and acknowledged the Esquimalt and Songhees Nations, on whose traditional territories, we live, we learn, and we do our work.

**A.2 Approval of the Agenda**

**Moved by** Trustee Painter

**Seconded by** Trustee Ferris

That the June 22, 2020 agenda be approved with the following additions:

**C.2. Trustees' Reports**

- a. Trustee Ferris - Aboriginal Education Ad Hoc Committee
- c. Trustee Duncan - Advocacy Ad Hoc Committee Report
- e. Trustee McNally - INEC Report
- f. Trustee Painter - GSA Report

**Motion Carried Unanimously**

**Moved by** Trustee Leonard

**Seconded by** Trustee McNally

That the June 22, 2020 agenda further be amended to refer Item D.2.b. Recommended motion i. Policy 2100.1 *Superintendent Evaluation*, to the September 21, 2020 Operations Policy and Planning Committee meeting agenda.

For (6): Trustee Watters, Trustee Ferris, Trustee Hentze, Trustee Leonard, Trustee McNally, and Trustee Paynter

Against (3): Trustee Whiteaker, Trustee Duncan, and Trustee Painter

**Motion Carried (6 to 3)**

**A.3 Approval of the Minutes**

**Moved by** Trustee Ferris

**Seconded by** Trustee Duncan

That the May 25, 2020 Regular Board minutes be approved.

**Motion Carried Unanimously**

**A.4 Business Arising from the Minutes**

None

**A.5 Student Achievement**

None

## **A.6 District Presentations**

- a. Recognition of Associate Superintendent Greg Kitchen

Chair Watters recognized retiring Associate Superintendent, Greg Kitchen, and thanked him, on behalf of the Board, for his dedication and commitment to the District. Mr. Kitchen was presented with a token of appreciation and Chair Watters wished him well in his retirement.

## **A.7 Community Presentations**

- a. Jennifer Chambers, District Counsellor

Jennifer Chambers, spoke against the proposed motion to eliminate School Liaison Officers in District schools and provided context on services offered by police SLO's.

- b. Mia Golden, MYST

Mia Golden, a member of the Mobile Youth Services Team in Victoria, spoke to Trustees about the police School Liaison Officer program and the value that it brings to students within the District.

## **B. CORRESPONDENCE**

None

## **C. TRUSTEE REPORTS**

### **C.1 Chair's Report**

- a. National Indigenous Peoples' Day

Chair Watters acknowledged National Indigenous Peoples' Day.

- b. Chair's Year End Report

Chair Watters presented the Chair's report.

- c. 2020-2025 Strategic Plan

Chair Watters presented the 2020-2025 Strategic Plan.

That the Board of Education of School District No. 61 (Greater Victoria) accept the 2020-2025 Strategic Plan as presented.

Discussion ensued amongst the Trustees with a recommendation being made to refer the plan to the September Board meeting.

**Moved by** Trustee McNally

**Seconded by** Trustee Duncan

That the motion "*That the Board of Education of School District No. 61 (Greater Victoria) accept the 2020-2025 Strategic Plan as presented*" be referred to the September 28, 2020 Board of Education meeting agenda.

For (2): Trustee McNally, and Trustee Paynter

Against (7): Trustee Watters, Trustee Whiteaker, Trustee Duncan, Trustee Ferris, Trustee Hentze, Trustee Leonard, and Trustee Painter

**Motion Defeated (2 to 7)**

Further discussion ensued amongst the Trustees with a recommendation being made to amend the Strategic Plan document.

**Moved by** Trustee Paynter

**Seconded by** Trustee McNally

That the 2020-2025 Strategic Plan be amended under Goal 1 to add Strategy 4: Increase student engagement.

For (2): Trustee McNally, and Trustee Paynter

Against (7): Trustee Watters, Trustee Whiteaker, Trustee Duncan, Trustee Ferris, Trustee Hentze, Trustee Leonard, and Trustee Painter

**Motion Defeated (2 to 7)**

Further discussion ensued amongst the Trustees with a recommendation being made to amend the Strategic Plan.

**Moved by** Trustee Paynter

**Seconded by** Trustee Duncan

That the 2020-2025 Strategic Plan be amended under Goal 2 to read as follows: "Create *an inclusive and* culturally responsive learning environment that will support Indigenous learners personal and academic success."



For (3): Trustee Duncan, Trustee McNally, and Trustee Paynter  
Against (6): Trustee Watters, Trustee Whiteaker, Trustee Ferris,  
Trustee Hentze, Trustee Leonard, and Trustee Painter

**Motion Defeated (3 to 6)**

Further discussion ensued amongst the Trustees with a recommendation being made to amend the Strategic Plan.

**Moved by** Trustee Paynter

**Seconded by** Trustee McNally

That the 2020-2025 Strategic Plan be amended under CORE VALUES - Transparency, to strike the word '*accountable*' and replace it with '*open*'.

For (3): Trustee Duncan, Trustee McNally, and Trustee Paynter  
Against (6): Trustee Watters, Trustee Whiteaker, Trustee Ferris,  
Trustee Hentze, Trustee Leonard, and Trustee Painter

**Motion Defeated (3 to 6)**

Chair Watters called for the vote on the main motion as presented.

That the Board of Education of School District No. 61 (Greater Victoria) accept the 2020-2025 Strategic Plan as presented.

For (7): Trustee Watters, Trustee Whiteaker, Trustee Duncan,  
Trustee Ferris, Trustee Hentze, Trustee Leonard, and Trustee  
Painter

Against (1): Trustee Paynter

Abstain (1): Trustee McNally

**Motion Carried (7 to 1)**

## **C.2 Trustees' Reports**

### a. Trustee Ferris

Trustee Ferris presented his French Advisory Ad Hoc Committee Report and provided a verbal report on the Aboriginal Education Ad Hoc Committee.

### b. Trustee Hentze

Trustee Hentze presented her report on the committees that she participated in over the past school year.

c. Trustee Duncan

Trustee Duncan reported out on behalf of herself and Trustee Whiteaker with respect to the meetings of the Advocacy Ad Hoc Committee over the past year. The report will be posted to the District website.

d. Trustee Paynter

Trustee Paynter presented his annual report on the Audit Committee.

e. Trustee McNally

Trustee McNally reported out on the committees that she was involved in over the past school year. The report will be posted to the District website.

f. Trustee Painter

Trustee Painter reported out on the District Gay Straight Alliance Committee meetings over the past year. The report will be posted on the District website.

**D. BOARD COMMITTEE REPORTS**

**D.1 Education Policy and Directions Committee**

a. Draft minutes from the June 1, 2020 meeting

The draft minutes from the June 1, 2020 Education Policy and Directions Committee meeting were presented for information.

b. Recommended motion from the June 1, 2020 meeting

Chair Watters referred to the June 1, 2020 meeting minutes and presented the following recommended motion.

That the Board of Education of School District No. 61 (Greater Victoria) amend Bylaw 9140, *Ad Hoc Committee of the Board*, to include the following procedural requirements: standardized agenda setting, the taking of minutes at all Ad Hoc Committee meetings and regular reporting out to the Board of Education through the appropriate Standing Committee. The procedural requirements shall set out that the meeting materials such as

agendas, minutes and up to date Terms of Reference for all Ad Hoc Committees will be posted to the District website.

Discussion ensued amongst the Trustees with a recommendation being made to refer the motion.

**Moved by** Trustee Whiteaker

**Seconded by** Trustee Painter

That the motion "That the Board of Education of School District No. 61 (Greater Victoria) amend Bylaw 9140, *Ad Hoc Committee of the Board*, to include the following procedural requirements: standardized agenda setting, the taking of minutes at all Ad Hoc Committee meetings and regular reporting out to the Board of Education through the appropriate Standing Committee. The procedural requirements shall set out that the meeting materials such as agendas, minutes and up to date Terms of Reference for all Ad Hoc Committees will be posted to the District website" be referred to a Policy Sub-Committee agenda in September.

For (7): Trustee Watters, Trustee Whiteaker, Trustee Duncan, Trustee Ferris, Trustee Hentze, Trustee Leonard, and Trustee Painter

Against (2): Trustee McNally, and Trustee Paynter

**Motion Carried (7 to 2)**

## **D.2 Operations Policy and Planning Committee**

- a. Draft minutes from the June 8, 2020 meeting

The draft minutes from the June 8, 2020 Operations Policy and Planning Committee meeting were presented for information.

- b. Recommended motions from the June 8, 2020 meeting

Trustee Leonard referred to the June 8, 2020 meeting minutes and the following recommended motions.

The following motion was referred back to the Operations Policy and Planning Committee in September as per the motion at the approval of the agenda.

That the Board of Education of School District No. 61 (Greater Victoria) approve Policy 2100.1 *Superintendent Evaluation*, as amended.

Discussion ensued amongst the Trustees with a request being made to Director of Facilities Morris for a safety report of district facilities.

That the Board of Education of School District No. 61 (Greater Victoria) direct staff to make application for federal or provincial grant funding to undertake Safe Design Council certification for a new, replacement or retrofit capital project, at no cost to the Board;

AND FURTHER;

That staff secure letter of support from the Ministries of Education and Public Safety & Solicitor General, to support relevant grant applications.

For (8): Trustee Watters, Trustee Whiteaker, Trustee Duncan, Trustee Ferris, Trustee Hentze, Trustee Leonard, Trustee Painter, and Trustee Paynter

Abstain (1): Trustee McNally

**Motion Carried (8 to 0)**

That the Board of Education of School District No. 61 (Greater Victoria) direct the Audit Committee to review the SJ Burnside upgrade project from the fiscal year 2018/19 and 2019/20 and provide the Board of Education a report that identifies the following:

1. the budget allocated to the SJ Burnside upgrade project in all relevant fiscal years;
2. the expenses and the resulting surplus or deficit for each fiscal year;
3. the work that is outstanding to date;
4. the budget and cost management processes in place during the SJ Burnside upgrade project;
5. reporting and monitoring measures in place during the SJ Burnside upgrade project;
6. external reporting standards in place during the SJ Burnside upgrade project;

7. all steps taken to enforce financial controls and to mitigate financial risks to the School District during the SJ Burnside upgrade project; and

8. the Audit Committee's recommendations regarding possible areas of improvement to District risk assessment, risk management and internal financial controls.

**Motion Carried Unanimously**

Chair Watters referred to the meeting minutes and presented the following recommended motion.

That the Board of Education of School District No. 61 (Greater Victoria) direct the Equity Committee to undertake discussions with members of the school community, including, but not limited to, racialized, Indigenous and LGBTQ staff, parents and students to:

1. Determine what, if any, concerns there may be regarding the District's School Police Liaison Officer program; and
2. Develop recommendations, as required, on what changes should be made to the program to improve its value to the school community.

Discussion ensued amongst the Trustees with a suggestion being made to establish an Ad Hoc Committee.

**Moved by** Trustee Whiteaker

**Seconded by** Trustee Hentze

*That the motion "That the Board of Education of School District No. 61 (Greater Victoria) direct the Equity Committee to undertake discussions with members of the school community, including, but not limited to, racialized, Indigenous and LGBTQ staff, parents and students to:*

- 1. Determine what, if any, concerns there may be regarding the District's School Police Liaison Officer program; and*
- 2. Develop recommendations, as required, on what changes should be made to the program to improve its value to the school community" be amended to strike the words "Equity Committee"*

and replace with "*Superintendent to establish an Ad Hoc Committee*"

**Motion Carried Unanimously**

Further discussion ensued amongst the Trustees with a recommendation being made to amend the amended motion.

**Moved by** Trustee Painter

**Seconded by** Trustee Paynter

That the motion "*That the Board of Education of School District No. 61 (Greater Victoria) direct the Superintendent to establish an Ad Hoc Committee to undertake discussions with members of the school community, including, but not limited to, racialized, Indigenous and LGBTQ staff, parents and students to:*

1. *Determine what, if any, concerns there may be regarding the District's School Police Liaison Officer program; and*
2. *Develop recommendations, as required, on what changes should be made to the program to improve its value to the school community"* be amended as follows:

1. *Determine what, if any, concerns there may be regarding anti-racism initiatives in the school district, which could include reviewing District's School Police Liaison Officers, recognition of Black History Month, and other such initiatives; program; and,*

2. *Develop recommendations, as required, on what policies and frameworks could be implemented, where required, to embed anti-racism in the school district. changes should be made to the program to improve its value to the school community.*

Trustee Painter withdrew the motion prior to the vote.

Further discussion ensued amongst the Trustees with a recommendation being made to amend the amended motion.

**Moved by** Trustee McNally

**Seconded by** Trustee Painter

That the motion "*That the Board of Education of School District No. 61 (Greater Victoria) direct the Superintendent to establish an Ad Hoc Committee to undertake discussions with members of the*

*school community, including, but not limited to, racialized, Indigenous and LGBTQ staff, parents and students to:*

1. Determine what, if any, concerns there may be regarding the District's School Police Liaison Officer program; and
2. Develop recommendations, as required, on what changes should be made to the program to improve its value to the school community" be amended to add the following:

3. And that the Police Liaison Officer program in School District 61 be suspended until the Board considers the implications of the report for continuing the program, or not.

For (3): Trustee McNally, Trustee Painter, and Trustee Paynter  
Against (6): Trustee Watters, Trustee Whiteaker, Trustee Duncan, Trustee Ferris, Trustee Hentze, and Trustee Leonard

**Motion Defeated (3 to 6)**

Chair Watters called for the vote on the main motion as amended.

That the Board of Education of School District No. 61 (Greater Victoria) direct the Superintendent to establish an Ad Hoc Committee to undertake discussions with members of the school community, including, but not limited to, racialized, Indigenous and LGBTQ staff, parents and students to:

1. Determine what, if any, concerns there may be regarding the District's School Police Liaison Officer program; and
2. Develop recommendations, as required, on what changes should be made to the program to improve its value to the school community

**Motion Carried Unanimously**

### **D.3 Audit Committee Report**

- a. Recommended motions from the June 11, 2020 meeting.

**Moved by** Trustee Leonard

**Seconded by** Trustee Paynter

That the Board of Education of School District No. 61 (Greater Victoria) approve the Audit Planning Report for 2019-2020 as presented by KPMG to the Audit Committee.

**Motion Carried Unanimously**

**Moved by** Trustee Leonard  
**Seconded by** Trustee Paynter

That the Board of Education of School District No. 61 (Greater Victoria) approve the option to extend the service agreement with KPMG to provide audit services for the 2020-2021 fiscal year with fees of \$27,500 plus applicable taxes.

**Motion Carried Unanimously**

**Moved by** Trustee Leonard  
**Seconded by** Trustee Paynter

That the Board of Education of School District No. 61 (Greater Victoria) accept the March 2020 Quarterly Financial Report as presented to the Audit Committee.

**Motion Carried Unanimously**

#### **D.4 Advocacy Ad Hoc Committee - Student Assessment and Reporting**

Trustee Whiteaker presented the report from the Advocacy Ad Hoc Committee with respect to a motion that directed the Committee to provide recommendations on student assessment and reporting during the pandemic. The Advocacy Committee has determined that more time is required in order to conduct a thorough review and requested that the topic be revisited in the fall of the 2020-2021 school year.

### **E. DISTRICT LEADERSHIP TEAM REPORTS**

#### **E.1 Superintendent's Report**

##### **a. Monthly Report**

Superintendent Green presented the report.

**Moved by** Trustee Whiteaker  
**Seconded by** Trustee Leonard



That the Board of Education of School District No. 61 (Greater Victoria) receive the Superintendent's report as presented.

**Motion Carried Unanimously**

b. Craigflower Consultation Process

Superintendent Green provided Trustees with an update with respect to the Craigflower consultation process and her meetings with the nations. Trustees asked questions of clarification.

c. Mt. Douglas Secondary School

Superintendent Green provided Trustees with an overview and timeline on events occurring at Mt. Douglas Secondary School with respect to an on line graduation year book app. Discussion ensued amongst the Trustees with questions of clarification being asked of Superintendent Green.

d. Workplace Safety Report

Associate Director of Human Resource Services Jensen presented the workplace safety report and answered questions of clarification from Trustees.

e. Student Health and Safety Report

Director of Learning Caldwell presented the student health and safety report and answered questions of clarification.

f. Student Anaphylaxis Aggregate Report

The annual student anaphylaxis report was received.

g. Trustee Questions

Superintendent Green responded to a question from a Trustee with respect to the amenities planned during the seismic upgrade to Victoria High School.

**E.2 Secretary-Treasurer's Report**

a. Monthly Report

Secretary-Treasurer Morris presented the report and answered a question of clarification from a Trustee.

**Moved by** Trustee Painter  
**Seconded by** Trustee Hentze

That the Board of Education of School District No. 61 (Greater Victoria) receive the Secretary- Treasurer's report as presented.

**Motion Carried Unanimously**

b. 3rd Reading - 2020-2021 Annual Budget Bylaw

Secretary-Treasurer Morris presented the 3rd and final reading of the 2020-2021 Annual Budget Bylaw.

**Moved by** Trustee Leonard  
**Seconded by** Trustee Hentze

That the Board of Education of School District No. 61 (Greater Victoria) 2020-2021 Annual Budget Bylaw in the amount of \$253,606,307 be:

Read a third time, passed and adopted the 22nd day of June, 2020;

And that the Secretary-Treasurer and the Board Chair be authorized to sign, seal and execute this bylaw on behalf of the Board.

For (7): Trustee Watters, Trustee Whiteaker, Trustee Duncan, Trustee Ferris, Trustee Hentze, Trustee Leonard, and Trustee Painter

Against (2): Trustee McNally, and Trustee Paynter

**Motion Carried (7 to 2)**

c. 2021/2022 Five Year Capital Plan

Secretary-Treasurer Morris presented the 2021-2022 Five Year Capital Plan and answered questions of clarification. Discussion ensued amongst the Trustees with a request being made to add the plan to the September 2020 Operations Policy and Planning Committee meeting agenda for further discussion. A request was made to provide a draft Five Year Capital Plan at the May Operations Policy and Planning Committee meeting prior to the Board approval each June.

**Moved by** Trustee Leonard  
**Seconded by** Trustee Whiteaker

That the Board of Education of School District No. 61 (Greater Victoria) approve for submission to the Ministry of Education, the 2021/2022 Greater Victoria School District No. 61 Five Year Capital Plan.

**Motion Carried Unanimously**

- d. Statutory (Right-of-Way) for BC Hydro - Bylaw No. 20-02

Secretary-Treasurer Morris explained the need for the Statutory Right-of Way Bylaw at Campus View Elementary School.

**Moved by** Trustee Leonard  
**Seconded by** Trustee Whiteaker

That the Board of Education of School District No. 61 (Greater Victoria) approve the granting of a Statutory Right-of-Way to British Columbia Hydro and Power Authority for the purpose of installing expanded services at Campus View Elementary School, legally described as Lot A, Section 41, Victoria District, Plan 11955, PID 004-927-818.

**Motion Carried Unanimously**

**Moved by** Trustee Leonard  
**Seconded by** Trustee Whiteaker

That the Board of Education of School District No. 61 (Greater Victoria) agree to give all three readings of Disposal (Right-of-Way) of Real Property Bylaw No. 20-02 at the June 22, 2020 Board meeting.

**Motion Carried Unanimously**

**Moved by** Trustee Leonard  
**Seconded by** Trustee Whiteaker

That the Board of Education of School District No. 61 (Greater Victoria) Disposal (Right-of-Way) of Real Property Bylaw No. 20-02,

being a bylaw to grant a Statutory Right-of-Way to British Columbia Hydro and Power Authority on the property legally described as Lot A, Section 41, Victoria District, Plan 11955, PID 004-927-818 for the purpose of installing expanded services at Campus View Elementary School.

Read a first time the 22nd day of June, 2020;

Read a second time the 22nd day of June, 2020;

Read a third time, passed and adopted the 22nd day of June, 2020;

And that the Chairperson and the Secretary-Treasurer be authorized to sign, seal and execute this Bylaw on behalf of the Board.

**Motion Carried Unanimously**

#### **F. QUESTION PERIOD**

Q: In regards to the capital plans presentation. Shoreline and Craigflower amalgamation. Is this a proposal for a K-8 school? Will this mean a reduction of school based administrators? With the creation of a new model of education for our district (K-8) will there be a focus on indigenization of the school to better serve the area's population or will the focus be on creating more space for French Immersion?

A: There will be two schools on the same property, K-5 and 6-8, designed with a HUB linking the schools in the middle. The plan is to have French Immersion offered, as per the boundary review that completed last year, as well as a health component. There will be no reduction in administrators, as both schools will have their own.

Q: In the past five years, how many students have school liaison officers or other officers: ticketed; arrested; or gathered information or intelligence on, at SD61 schools? What was the ethnicity, age, gender and ELL status of those students? How does that compare to the student population? The use of police at SD61 schools is an extension of other forms of discipline that disproportionately targets Black and Indigenous students. What was the ethnicity, age, gender and ELL status of students suspended or expelled from SD61 schools in the last five years? How does that compare to the student population? Indigenous, Black and Muslim people have said they are targeted, profiled and surveilled by Greater Victoria police. Indigenous and Black people are disproportionately arrested, imprisoned and killed by police in Canada. In light of these facts, if the Board

proceeds with the school liaison officer motion as written on the agenda, why does the Board believe it is appropriate to allow the program to continue, pending the outcome of the review?

Q: What work has the Board done to reach out to and consult with students and staff about the SLO program? Are there plans to do consultation whether the motion proceeds as written or not?

A: The Board looks forward to the Superintendent establishing an Ad Hoc Committee in order to engage in a full consultation process with school communities and gathering all existing data to review the SLO program in the District.

Q: Can the Board imagine a future in which non-teaching professionals that are in schools are not those with military arms training, fiscal and psychological investment in criminalization, racist historical and current practices, and relatively little if any prior training in youth psychology or pedagogy?

A: Yes, the Board can imagine this but as per the motion that carried earlier in the meeting, once the Ad Hoc Committee is established in the fall, a full consultation process will begin and the Board looks forward to receiving all information that is gathered and presented at a future board meeting.

## **G. PUBLIC DISCLOSURE OF IN-CAMERA ITEMS**

### **G.1 Aggregate Annual Student Withdrawal Report and PRC/Diversion Report**

The annual Student Withdrawal Report and PRC/Diversion Report was provided for information.

### **G.2 Aggregate Annual Student Unusual Exclusion Report**

The annual Student Unusual Exclusion Report was provided for information.

### **G.3 Record of In-Camera Board Meeting - May 25, 2020**

A Section 72 Report from the May 25, 2020 In-Camera Board of Education meeting was provided for information.

### **G.4 Record of Special In-Camera Board Meeting - June 15, 2020**

A Section 72 Report from the June 15, 2020 Special In-Camera Board of Education meeting was provided for information.

**H. NEW BUSINESS/NOTICE OF MOTIONS**

**H.1 New Business**

None

**H.2 Notice of Motions**

None

**I. ADJOURNMENT**

The meeting adjourned at 10:57 p.m.

**Moved by** Trustee Whiteaker

**Seconded by** Trustee Leonard

That the meeting be adjourned.

**Motion Carried Unanimously**

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Chair

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Secretary-Treasurer



**The Board of Education of School District No. 61 (Greater Victoria)**

**Special Board Meeting**

**MINUTES**

**August 24, 2020, 7:00 p.m.**

Trustees Present: Jordan Watters, Board Chair, Ann Whiteaker, Vice-Chair, Nicole Duncan, Angie Hentze, Elaine Leonard, Diane McNally, Ryan Painter, Rob Paynter

Trustee Regrets: Tom Ferris

Administration: Shelley Green, Superintendent of Schools, Kim Morris, Secretary-Treasurer, Deb Whitten, Deputy Superintendent, Colin Roberts, Associate Superintendent, Harold Caldwell, Associate Superintendent, Andy Canty, Director, Information Technology for Learning, Shelly Niemi, District Administrator, Aboriginal Nations Education, Lisa McPhail, Communications and Community Engagement Manager, Vicki Hanley, Recorder

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**1. Commencement of Meeting**

The meeting was called to order at 7:01 p.m.

**2. Acknowledgement of Traditional Territories**

Chair Watters recognized and acknowledged the Esquimalt and Songhees Nations, on whose traditional territories, we live, we learn, and we do our work.

**3. Approval of the Agenda**

**Moved By** Trustee Painter

**Seconded By** Trustee Hentze

That the August 24, 2020 Special Board meeting agenda be approved.

**4. Public Presentations**

**4.1 Valerie Irvine**

Ms. Irvine, a parent of two District students and a Professor at UVIC, attended the meeting to state her concerns with respect to the current return to school plan for September. Ms. Irvine stated that the current plan does not address children's social and emotional well being and urged Trustees to advocate for other choices for parents.

**4.2 Adriana Condello**

Ms. Condello, a parent of a district student and a pediatrician, attended the Board meeting to voice her concerns for the return to school plan for September. She stated that children need consistency, structure and to be with their peers in their neighbourhood schools. Ms. Condello provided Trustees with a suggested blended model for return to school.

**4.3 Kimberley Curry**

Ms. Curry, a parent of two District students, attended the Board meeting to voice her concerns about the proposed return to school plan for September. Ms. Curry urged Trustees to advocate for on line learning.

**4.4 Omdrea Walker**

Ms. Walker, a parent of two children in the public school system, encouraged Trustees to advocate with the Ministry of Education for distributed learning for the remainder of the pandemic. Ms. Walker stated that she feels the return to school plan is unsafe for students and will put added stress on children who struggle with mental health issues.

**4.5 Julie McCracken**

Ms. McCracken, a parent of two district students, attended the board meeting to express her concerns with the return to school plan for September. Ms. McCracken stated that given how schools in other parts of the world are experiencing the virus spreading quickly when schools re-opened, she urged Trustees to advocate for a better plan for all families.

**4.6 Tracy Humphreys**

Ms. Humphrey's thanked the Board for facilitating the meeting and shared results of a survey that she conducted with respect to children with



disabilities and their return to school. Ms. Humphrey's stated that a large part of the respondents have indicated that they will home school rather than have their students return to school.

#### **4.7 Jennifer Turnbull**

Ms. Turnbull, a parent of three district students, urged Trustees to consider other options for children to return to school in September. Ms. Turnbull stated that children with compromised health issues need to be considered and parents shouldn't have to choose between their students health and their education.

#### **4.8 Myra James**

Ms. James, a parent of two children in the District, stated that she was in favour of the proposed return to school plan. Ms. James stated that her child is currently on a waitlist for the kindergarten FRIM program and if the plan goes ahead then her student will likely not make it off the waitlist.

#### **4.9 Shelby Morgan**

Ms. Morgan, a parent of a student in the district, urged Trustees to advocate for other options for families to consider for the return to school in September. Ms. Morgan does not feel that schools are properly ventilated and children are not great a social distancing which she feels is unsafe for children.

### **5. COVID 19 Advocacy**

Chair Watters opened the floor for partner groups to provide feedback. GVTA President, Winona Waldron, VCPAC Vice-President, Kristil Hammer, and CUPE 947 President, Jane Massy, provided feedback on behalf of their membership.

Superintendent Green thanked the community and stakeholders for their feedback and provided an overview of recent meetings with the Ministry of Education, along with the plan for a Hybrid plan for return to school. Discussion ensued amongst the Trustees with questions of clarification being asked of Superintendent Green and Associate Superintendent Roberts.

**Moved By** Trustee McNally

**Seconded By** Trustee Whiteaker

*That the Board of Education of School District No.61 (Greater Victoria) write to the Minister of Education advocating for the full funding and flexibility to create an*

*online learning option for families which allows students to remain connected to their school community through the COVID 19 pandemic.*

**Carried Unanimously**

**6. Adjournment**

The meeting adjourned at 8:51 p.m.

**Moved By** Trustee McNally

**Seconded By** Trustee Duncan

That the meeting be adjourned.

**Carried Unanimously**

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Chair

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Secretary-Treasurer

July 15, 2020

Honourable Marie-Claude Bibeau  
Minister of Agriculture and Agri-Foods  
Government of Canada  
Confederation Building, Suite 407  
House of Commons  
Ottawa, ON K1A 0A6

Honourable Rob Fleming  
Minister of Education  
Government of British Columbia  
Room 124 Parliament Buildings  
Victoria, BC V8V 1X4

Honourable Bibeau and Honourable Fleming,

**Re: Universal Food Program**

The Maple Ridge-Pitt Meadows school district is a suburban district that supports the learning needs for over 15,000 students of all ages. Over the last few years our district has witnessed a growing need for food security in our student population. We have tried to meet that need, by working with non-profit organizations in our community, to offer breakfast, lunch, snack, and after-hours food programs. During the COVID-19 pandemic the demand escalated significantly and the school district was asked to feed over 480 students (190 families) weekly. We are committed to making sure students have the nutritional supports they need to learn, but the need continues to increase and children continue to go hungry.

The last few months have shown us just how critical it is to come together as a community, Province, and Country to invest in our citizens, and especially our youth. Access to a healthy food program is necessary for students to be able to maintain mental wellness and increase scholastic success in an equitable environment.

In June 2019 the federal government announced that they would begin working alongside provincial governments and non profit organizations towards the creation of a national school food program. The time to implement this program is now and I am writing to you today to request that the Federal Government of Canada and the Provincial Government of British Columbia work together to create, and fully fund, a universal food program for K-12 public schools.

Thank you for your time and we look forward to your response.

Sincerely,



Korleen Carreras, Chairperson  
Board of Education

Cc: *The Board of Education, School District No. 42 (Maple Ridge-Pitt Meadows)*  
*Ms. Sylvia Russell, Superintendent of Schools*  
*Ms. Flavia Coughlan, Secretary Treasurer*  
*The Honourable Lisa Beare, Minister of Tourism, Arts and Culture*  
*Mr. Bob D'Eith, MLA Maple Ridge-Mission*  
*Mr. Marc Dalton, MP Maple Ridge-Pitt Meadows*  
*All Boards of Education c/o BC School Trustees Association*

School District No. 61 (Greater Victoria)  
556 Boleskine Road, Victoria, BC V8Z 1E8  
Phone (250) 475-4162 Fax (250) 475-4112

July 16, 2020

via email: [fireadmin@saanich.ca](mailto:fireadmin@saanich.ca)

Saanich Fire Department  
770 Vernon Avenue  
Victoria, B.C.  
V8X 2W7  
Attention: Chief Burgess

Dear Chief Burgess:

On behalf of the Board of Education and the Greater Victoria School District, we would like to thank the firefighters of the Saanich Fire Department for their heroic efforts to save Strawberry Vale Elementary School when it caught fire early last Saturday morning.

We deeply appreciate your dedication to safety and that you spend time away from your families to risk your lives in our community every time you head to work. Thank you for containing and extinguishing the fire in such a quick fashion and for staying on the scene to make sure that the fire did not flare up again. Had we lost the school, it would have been devastating to the community and to our School District. To say that you are heroes would be an understatement.

Once again, thank you for saving our school. You have our eternal gratitude and appreciation.

Yours sincerely,



Jordan Watters  
Board Chair



Shelley Green  
Superintendent of Schools

Cc: Board of Education

*The Greater Victoria School District wishes to recognize and acknowledge the Esquimalt and Songhees Nations, on whose traditional territories, we live, we learn, and we do our work.*



# SAANICH FIRE DEPARTMENT

760 Vernon Avenue, Victoria, British Columbia V8X 2W6  
**THE CORPORATION OF THE DISTRICT OF SAANICH**  
Tel: 250-475-5500 | Fax: 250-475-5505

July 17, 2020

via email: vhanley@sd61.bc.ca

Jordan Watters and Shelley Green  
School District No. 61  
556 Boleskine Road  
Victoria, BC V8Z 1E8

Dear Jordan and Shelley,

Thank you for your thoughtful letter regarding the Fire Department's response to the fire at Strawberry Vale Elementary last weekend.

It's always a pleasure to receive letters such as yours. I will ensure your appreciation is shared with the fire fighters who attended as well as all the other members of the Fire Department who work together to provide caring emergency response services to Saanich residents.

I am extremely proud of our members and we take pleasure in making a difference in our community.

Sincerely,

Michael Burgess  
Fire Chief

MB/cs



August 23, 2020

Greater Victoria School District Trustees  
556 Boleskine Road  
Victoria BC V8Z 1E8

Dear Trustees,

**RE: Make Masks Mandatory**

CUPE 382, CUPE 947, and the GVTA are calling on the school board to make masks mandatory for all staff, students, and any other adults on school sites. All adults and students 10 years and older should be required to wear face masks when physical distancing is not possible. Exceptions to be made where there is a medical condition that prevents usage. Health and safety is our number one concern as students return to schools and the mandatory wearing of face masks will be one more measure to ensure all of our safety. We look forward to seeing a motion at the Special Board Meeting scheduled for August 24, 2020.

Yours sincerely,

Winona Waldron, President  
Greater Victoria Teachers' Association

Brian Whin-Yates, Recording Secretary  
*On behalf of* Fred Schmidt, President  
CUPE 382

*Jane Massy*

Jane Massy, President  
CUPE 947

cc: Shelley Green, GVSD Superintendent  
Kristil Hammer, VCPAC  
Jeanette Alexander, ASA  
GVTA Staff Reps

School District No. 61 (Greater Victoria)  
556 Boleskine Road, Victoria, BC V8Z 1E8  
Phone (250) 475-4106 Fax (250) 475-4112

*Chair: Jordan Watters, Vice-Chair: Ann Whiteaker  
Trustees: Nicole Duncan, Tom Ferris, Angie Hentze,  
Elaine Leonard, Diane McNally, Ryan Painter, Rob Paynter*

August 28, 2020

Via email: [educ.minister@gov.bc.ca](mailto:educ.minister@gov.bc.ca)

The Honourable Rob Fleming  
Minister of Education  
PO Box 9045,  
STN PROV GOVT  
Victoria, B.C. V8W 9E2

Dear Minister Fleming:

The Greater Victoria School District recognizes and appreciates the important work being done by the Ministry of Education and the Provincial Health Office to guide a safe return to school in the midst of the global COVID-19 pandemic. The Board shares the Ministry's initiative to have all of our students back in our schools as soon as families feel comfortable. The Board is pleased with your recent announcement supporting School Boards in creating hybrid options for families who do not feel comfortable returning to full time in class instruction at this time.

Our Board is keenly aware that parents and staff have different levels of comfort and anxiety during these times. Many students and staff have health issues not identified in the high-risk category. Many families live in extended family units which include elders and other immune compromised individuals. These families rely on each other for child and elder care, companionship and emotional support. During these times it is critically important to maintain these family support systems.

While we are able to provide a hybrid option until families feel comfortable transitioning to full time face to face schooling, within our current budget, we are not able to develop an online learning option to meet the needs of our families that do not feel safe returning to school full or part time. Further, many families found the online model worked well for their children and family. We learned that some students who struggled in person actually thrived online. To that

Page 2/August 28, 2020/Funding

*The Greater Victoria School District wishes to recognize and acknowledge the Esquimalt and Songhees Nations, on whose traditional territories, we live, we learn, and we do our work.*

One *Learning* Community

end our Board carried the following motion at its special open Board meeting on Monday, August 24<sup>th</sup>:

*That the Board of Education of School District No.61 (Greater Victoria) write to the Minister of Education advocating for the full funding and flexibility to create an online learning option for families which allows students to remain connected to their school community through the COVID-19 pandemic.*

We see this crisis as an opportunity to provide new ways of delivering education. Here in B.C. we have amazing teachers who have demonstrated innovative and engaging online learning. There is a wealth of untapped skill that would greatly benefit students. Building the capacity of online learning programs now will create diverse and meaningful learning opportunities for students that will support them in reaching their goals with more flexibility, choice and control over their school schedules and lives. Embracing technology in education is imperative to preparing our students to thrive in the world, and in the lives they will lead after graduation.

We respectfully request that you consider additional funding to enable School Boards to develop online options that can meet the needs and expectations of the communities we serve.

Yours sincerely,



Jordan Watters  
Chair, Board of Education

Cc: Board of Education, School District No. 61  
Shelley Green, Superintendent/CEO  
Kim Morris, Secretary-Treasurer  
BCSTA

*The Greater Victoria School District wishes to recognize and acknowledge the Esquimalt and Songhees Nations, on whose traditional territories, we live, we learn, and we do our work.*

One *Learning* Community







## SCHOOL DISTRICT No.69 (QUALICUM)

August 28, 2020

The Honourable Rob Fleming  
Minister of Education  
PO Box 9045, Stn Prov Govt  
Victoria, BC V8W 9E2

via email: [minister.educ@gov.bc.ca](mailto:minister.educ@gov.bc.ca)

Dear Minister Fleming:

The Board of Education of School District 69 Qualicum was pleased to hear Prime Minister Trudeau announce on August 26, 2020 that \$2 billion in federal funds would flow to the provinces and territories in support of a safe reopening of schools this fall, with \$242.4 million of that targeted for British Columbia.

We were equally pleased to hear your announcement, Minister, on the same day, that parents would be supported with home based learning without having to transfer to distributed learning or withdraw from school and register for home schooling. We will, of course, encourage all families to have their children attend school, but we understand that parents also need choice. As you stated, "we understand that there are families who for medical health or other reasons don't feel comfortable yet having their children back in class . . . it is my expectation that school districts will be flexible . . . will work with families to provide options to keep children connected to their school community, and that is why I have directed school districts to contact all families in their school communities to share their safety plans and confirm if their child is attending school or if they will require a remote on-line learning option."

Our Board has already asked parents to advise the school if they need to have their children remain at home for reasons of concern for family health and well-being. Approximately 12% of our families have indicated that they have a need for that home support and they appreciate not having to withdraw from the neighbourhood school to register with DL or as home schoolers. We understand that we cannot expect classroom teachers to teach in the hybrid environment of June; therefore, we will be assigning additional teachers the primary responsibility of serving as home support contacts for children learning from home. Those teachers will liaise with classroom teachers to ensure that the children being supported at home, whether by parent choice for family health reasons or for reasons of illness, symptom monitoring or required isolation, are staying connected to their classes, teachers and classmate.

/2

**We have two requests at this time Minister:**

- 1. That the portion of federal funds that will be made available to public schools be distributed on a per capita student enrollment basis;**
- 2. That school districts be provided with the autonomy to direct those funds to areas of greatest need including both health and safety measures and additional staffing to support home based learning.**

We thank you for your continued support during these difficult times and we look forward to your response.

Sincerely,



Eve Flynn, Board Chair

c: Board of Education, SD69  
Dr. Keven Elder, Superintendent of Schools, SD69  
Mr. Ron Amos, Secretary Treasurer, SD69  
BCSTA  
BC Boards of Education (via BCSTA)  
Local Media

File: 0530-01 MoE



# SCHOOL DISTRICT No.69 (QUALICUM)

September 1, 2020

The Honourable Adrian Dix  
Minister of Health  
PO Box 9050 Stn Prov Govt  
Victoria, BC V8W 9E2

via email: [HLTH.Minister@gov.bc.ca](mailto:HLTH.Minister@gov.bc.ca)

Dear Minister Dix:

At its regular board meeting of August 25, 2020, the Board of Education passed the following motion:

**THAT** the Board Chair, on behalf of the Board of Education of School District 69 (Qualicum), write a letter to the Minister of Health, copied to the Premier and Minister of Education of BC, requesting clarification regarding the government's COVID-19 plan for return to school. Aspects that require clarification are but not limited to:

1. What criteria will the government use to move between stages of reopening?
2. Does each school district have the authority to make the local decision to move through the various stages?
3. If there is an outbreak in a district, will that effect what stage other districts are in?
4. If there is an outbreak specific to a school in a district, does the whole school require quarantining? Or will the government only require quarantining on an individual basis.
5. Will the government consider a selective return to closure of various businesses to help lessen the spread of covid-19, as a consideration to slow the spread of covid-19, to ensure that schools will be open to serve our children's educational needs

The Board of Education would like clarification of these items, and others, in order to facilitate the return to schools in September in our district and British Columbia.

Sincerely,

Eve Flynn, Board Chair

c: The Honourable John Horgan, Premier of British Columbia  
The Honourable Rob Fleming, Minister of Education  
SD69 Board of Education  
Dr. Keven Elder, Superintendent of Schools, SD69  
BC School Trustees Association  
BC Boards of Education (via BCSTA)



## Greater Victoria Teachers' Association

965 Alston Street Victoria BC V9A 3S5  
t. 250.595.0181 f. 250.595.0189 info@gvta.net gvta.net

Via email

September 11, 2020

Trustees  
Greater Victoria School District No. 61  
556 Boleskine Road  
Victoria BC V8Z 1E8

Dear Trustees,

### **RE: FSAs**

We are aware the Superintendent is bringing a recommended motion to Monday's board meeting to rescind your motion of January 19, 2015 directing the Superintendent to inform principals to honour parent requests to withdraw their child from the Foundation Skills Assessment tests (FSA). The GVTA hopes you will recommit to your position of supporting parent choice in student FSA participation.

We are aware our District has been singled out by the Ministry of Education as having a high rate of FSA withdrawal. This is indicative of a high level of engagement by SD61 parents in their children's experience of assessment and evaluation.

Teacher opposition to the FSA is well known. However, over the years the reason for our opposition has become less clear and is frequently defined narrowly as the objection to the ranking of schools by the Fraser Institute. Although this is a particularly odious use of the FSA results, it should by no means be considered the sole reason to object to the use of this standardized exam.

Giving a test to students in an unfamiliar format and unrelated to the current classroom learning is bad pedagogical practice. It is completely contrary to best practice in assessment and evaluation and does not align with BC's new curriculum.

Administering the FSA takes up an enormous amount of teaching time. Time that could be spent serving the student is in fact spent serving the test. The lag time between test taking and distributing the provincial results means they are outdated and of no use to teachers when planning. Low scores for a school result in no additional support or resources for students.

Although intended to provide a snapshot of literacy and numeracy achievement in grades 4 and 7 across the province, the flawed design of the FSA means it in fact tests many other things. The data it collects is flawed. Better data could be collected using a randomized sample model. There is no statistically valid reason to test every school every year.

Schools in higher socio-economic areas have the unfair advantage of more access to student technology, which unfairly skews student results. IT support, newness of computer hardware (crashes and freezes are common), familiarity and practice with computer test taking and typing are all impacted by a student's access to technology.

There is a lack of standardization in amount of student support provided during test taking. No one is really checking to see how much assistance or extra time individual students are given when trying to navigate the test.

The students' ability to manage anxiety and otherwise self-regulate in an unfamiliar and stressful situation has an obvious impact on their success. Every year teachers report students displaying behaviours indicating high levels of distress.

The GVTA supports parents in their understanding of the inherent problems with the FSAs. We hope the Trustees will find a way to ensure our policies protect parents who make this choice from questioning or coercion.

Sincerely,

A handwritten signature in black ink, appearing to read 'Winona Waldron', with a long horizontal flourish extending to the right.

Winona Waldron

President  
Greater Victoria Teachers' Association

cc: GVTA Executive Committee

September 14, 2020

**Greater Victoria School Board District No. 61**

556 Boleskine Road  
Victoria, BC V8Z 1E8

Attention: School Board Trustees

**RE: Ad Hoc School Police Liaison Officer Program Review Committee Draft Terms of Reference**

Dear Trustees,

Moms Against Racism is a registered non-profit with a mission to educate moms in anti-racism in order to dismantle racism within ourselves, our families, our communities, our organizations, and our institutions. Our advocacy mandate areas are healthcare, childcare, education, and kid sport. We currently have over 1,000 Canadian members and almost 5,000 American members.

It was some of our local members, and SD61 Parents, who wrote in emails and letters regarding the School Police Liaison Officer Program (“SPLO”, “SLO”, or “Program”) for the Board’s June 22<sup>nd</sup> meeting. As an organization, it is our stance that SLOs should be removed from schools.

Although we do not agree, we understand the hesitancy to remove the program without first doing a review and appreciate the creation of the Ad Hoc committee. That said, to ensure an unbiased review of the program is done, and not just an exercise in confirming the status quo, we request the following:

1. Rewrite the Draft Terms of Reference in a way that **does not presume the continuation** of the Program. The first question this Committee should be answering is not how to improve the program but if the program should continue. If the program is deemed best to continue, then improvements should be addressed. Suggested edits below:
  - a. *Purpose, 2: “Develop recommendations, as required, on what changes should be made to the program to improve its value to the school community”* should or could read
    2. *Develop recommendations, as required, on what changes should be made to the program to improve its value to the school community* **or,**
    3. ***Develop recommendations, as required, on the steps to be taken to terminate the program should the Committee find this to be the best course of action for the school community.***
  - b. *Deliverables, 3 “Prioritizing the “Relationship Building – Enforcement Continuum” – This include identifying important stakeholder groups within the school and community as well as pathways for regular and ongoing communication.* This deliverable needs to be removed or clarified as it assumes all students want to have, will benefit from, or are ready to form, relationships with police officers. This is not the case.



- c. *Deliverables, 5 “Characteristics of a Trauma-Informed and Culturally Committed SPO.* If we are looking at **if** the program should remain this is deliverable is premature. If it is assumed that the program will stay, then I can see why you would want to research and understand what the characteristics of a Trauma-Informed and Culturally Committed SPO would be. If the program is cancelled, there is no need for this information.
  
2. The SPLO Program is bigger than just officers in schools. It is more than just police officers playing soccer with kids. The research and depth of understanding of this complex issue needs to include an understanding of the history of policing in Canada, how officers in schools can impact the mental and emotional health of racialized students, and on how trauma is intergenerational. Just because the racialized students in schools today may not have individual traumatic experiences with police officers, does not mean they do not carry trauma caused by police officers. We request the following be included in the Deliverables:
  - a. Provide a comprehensive report on the history of policing in Canada including the origins of the RCMP and race-based incarceration statistics.
  - b. Provide a comprehensive report on the psychological effects of “grooming”, “gaslighting” and “exposure to the threat of violence” on child development.
  - c. Provide a comprehensive report on racially based intergenerational trauma.
  
3. The Membership scope needs to be increased to include more voices. If this committee is to be thorough in its research, behind each of these identified members should be a sub-group of members. As we know, it is possible for not all persons of a particular group to share the exact same opinion. It would be foolish to assume accuracy of information, and easy to skew the information, with so few voices from each member cohort. We would also like to note, that although there is Indigenous representation identified amongst the members you have no specific Black or Anti-Black Racism groups identified as members. Black students, of which SD61 has many, are also impacted by the SPO program. These voices must also be heard.

This is a good start but show us that you are starting from an unbiased position. Show us the outcome of the School Police Officer Program is not preordained. Show us that you are committed to your own racism unlearning and that diversity and inclusion are not just buzz words for School District 61.

Sincerely,

**Kerry Cavers**  
Founder & President

**Moms Against Racism Canada**  
1 (778) 901-6757  
[Info@MomsAgainstRacism.ca](mailto:Info@MomsAgainstRacism.ca)



## Greater Victoria Teachers' Association

965 Alston Street Victoria BC V9A 3S5  
t. 250.595.0181 f. 250.595.0189 info@gvta.net gvta.net

Via email

September 15, 2020

Honourable Rob Fleming  
Minister of Education  
PO Box 9045 Stn Prov Govt  
Victoria, BC V8W 9E2

Dear Minister Fleming,

### **RE: Foundation Skills Assessment**

We are aware the Provincial Government intends to move forward with the FSA. In Victoria, our District has been singled out by the Deputy Ministry of Education as having a high rate of FSA withdrawal and is being pressured to remedy this by having our Board of Trustees rescind their motion of 2015, "That the Board of Education of School District No. 61 (Greater Victoria) direct the Superintendent to inform school-based principals to honour parent requests to withdraw their child from the FSA testing and to refrain from contacting them upon receipt of their withdrawal request form as of January 2016." The withdrawal rate in Victoria is indicative of a high level of parent engagement in their children's experience of assessment and evaluation, and a rejection of this futile exam.

Teacher opposition to the FSA is well known. However, over the years the reason for our opposition has become less clear and is frequently defined narrowly as the objection to the ranking of schools by the Fraser Institute. Although this is a particularly odious use of the FSA results, it should by no means be considered the sole reason to dispense with this standardized exam.

The exam is bad pedagogy. The format and content are outdated. Giving a test to students in an unfamiliar format and unrelated to the current classroom learning is completely contrary to best practice in assessment and evaluation. The exam does not align with BC's new curriculum.

The exam reduces student service. Administering the FSA takes up an enormous amount of teaching time. Time that could be spent serving the student is in fact spent serving the test. The lag time between test taking and distributing the provincial





## Greater Victoria Teachers' Association

965 Alston Street Victoria BC V9A 3S5  
t. 250.595.0181 f. 250.595.0189 info@gvta.net gvta.net

results means they are outdated and of no use to teachers when planning. Low scores for a school result in no additional support or resources for students.

The exam methodology is flawed. Although ostensibly intended to provide a snapshot of literacy and numeracy achievement in grades 4 and 7 across the province, the design of the FSA means it in fact tests many other things. The data it collects is invalid. Data should be collected using a randomized sample model. There is no statistically valid reason to test every school every year. Additionally, there is a lack of standardization in amount of student support provided during test taking. No one can say how much assistance or extra time individual students are given when trying to navigate the test.

The exam is unfair. Schools in higher socio-economic areas have the advantage of more access to student technology, which skews student results. IT support, newness of computer hardware (crashes and freezes are common), familiarity and practice with computer test taking and typing are all unrelated to student achievement in literacy and numeracy and impact student success.

The exam is harmful. Students' ability to manage anxiety and otherwise self-regulate in an unfamiliar and stressful situation has an obvious impact on their success. Every year teachers report students displaying behaviours indicating high levels of distress.

Prior to taking government, the NDP assured us that they would end the FSA. Instead, three years into your mandate, the FSA continues. Even during a pandemic. The GVTA calls on you to keep your promise and announce the FSA will not continue.

Sincerely,

Winona Waldron

President

Greater Victoria Teachers' Association

cc: GVTA Executive Committee  
GVSD Trustees  
Shelley Green, GVSD Superintendent  
Kristil Hammer, VCPAC



## Greater Victoria Teachers' Association

965 Alston Street Victoria BC V9A 3S5  
t. 250.595.0181 f. 250.595.0189 info@gvta.net gvta.net

Via email

September 21, 2020

Honourable Rob Fleming  
Minister of Education  
PO Box 9045 Stn Prov Govt  
Victoria, BC V8W 9E2

Dear Minister Fleming,

### **RE: Health and Safety Training in the Greater Victoria School District 61**

The Greater Victoria Teachers Association has grave concerns regarding significant gaps in health and safety protocols in our schools. This includes, but is not limited to concerns around training, access to documents, release time for JOHS committees, availability of hand sanitizer, physical barriers, use of masks, remote meetings, and HVAC systems.

The health and safety training for staff returning to Victoria schools was negligent. There was no standardized training plan prepared or provided by the district, instead school administrators were given 'two foundational documents' – the *BCCDC Public Health Guidance for K-12 School Settings* and the *GVSD Exposure Control Plan* – to cover in their staff meetings. The lack of standardized district training means the District cannot ensure every staff member has been trained to the same level of fidelity and quality.

The District is in contravention of WorksafeBC Education (K-12): Protocols for returning to operation:

*Employers are required to develop a COVID-19 Safety Plan that outlines the policies, guidelines, and procedures they have put in place to reduce the risk of COVID-19 transmission. **Employers must involve frontline workers, joint health and safety committees, and supervisors in identifying protocols for their workplace.***

There was no opportunity for the District Health and Safety Committee to give input into training, nor opportunity for the site based Joint Occupational Health and Safety (JOHS) committees to have input. In fact, at the end of week two of operations, many of our job sites had had no formal meeting of their JOHS committee. Furthermore, teacher representatives on JOHS committees are provided no additional time to fulfill this duty.

District administration has not shared the *Provincial COVID-19 Health & Safety Guidelines for K-12 Settings* with workers. This document was developed to provide more thorough and specific direction about the application of the BCCDC guidelines in schools and continues to be updated. All school administrators and staff should be working from this document. Instead, workers in schools remain largely unaware of it.

Our members have been informed they will not be provided with hand sanitizer if they have sinks in their classrooms, and transparent barriers are limited and unavailable.

Contrary to the guidance of the *Provincial COVID-19 Health & Safety Guidelines for K-12 Settings*, many administrators are insisting large staff meetings be held in person, with options for those who 'don't feel comfortable' to attend remotely, putting the onus of safety onto the individual worker.

Mask policies are insufficient. Staff working across cohorts must wear non-medical masks, a measure that protects against transmission of Covid-19 but does not correspondingly protect the wearer. Students exposing themselves to these workers are not required to wear masks. Essentially, this policy promotes student safety over worker safety. It is an admission that the worker is at higher risk for carrying Covid-19 due to their student contact numbers while doing nothing to mitigate their personal risk.

The District refused to share the HVAC system review with the Union prior to return to work sites. Our systems currently use MERV 8 filters, and no plan has been made to upgrade to MERV 13 as recommended by the Ministry in the *Provincial COVID-19 Health & Safety Guidelines for K-12 Settings*.

It is our position that the first two weeks in GVSD 61 have been haphazard and irresponsible. Workers employed in high risk school sites deserve the highest standard of health and safety protocols. There are now close to twenty schools in the province with confirmed cases of Covid-19. Without stringent and consistent health and safety measures, school transmission is inevitable. As the Minister of Education, we call on you to implement higher standards of safety in schools and ensure enforcement.

Sincerely,



Winona Waldron

President  
Greater Victoria Teachers' Association

cc: Teri Mooring, BCTF  
Shelley Green, GVSD Superintendent  
GVSD Trustees  
GVTA Executive Committee

School District No. 61 (Greater Victoria)  
556 Boleskine Road, Victoria, BC V8Z 1E8  
Phone (250) 475-4106 Fax (250) 475-4112

*Chair: Jordan Watters Vice-Chair: Ann Whiteaker  
Trustees: Nicole Duncan, Tom Ferris, Angie Hentze,  
Elaine Leonard, Diane McNally, Ryan Painter, Rob Paynter*

TO: Board of Education  
FROM: Jordan Watters, Board Chair  
RE: Chair's Report  
DATE: September 28, 2020

As September draws to a close, I want to thank our dedicated staff for all the work they have done to implement the extensive health and safety protocols necessary to keep everyone in our one learning community safe. While this year looks and feels different due to the global pandemic, I am grateful for the effort being made to keep a sense of normalcy and joy in our classrooms. I admire the enthusiasm and resilience of our students when it comes to adjusting their routines and embracing their learning. While the year ahead may present some challenges, I look forward to the opportunities to work together and strengthen our relationships as a learning community in service of our students.

### Update on Activities

This summer has been like none other, and the following represents an overview of my work:

- June 30 – BCSTA COVID-19 Response Working Group Meeting
- July 7 – BCSTA COVID-19 Response Working Group Meeting
- July 14 – BCSTA COVID-19 Response Working Group Meeting
- July 21 – BCSTA COVID-19 Response Working Group Meeting
- July 28 – BCSTA Board Chairs Meeting
- July 28 – BCSTA COVID-19 Response Working Group Meeting
- July 29 – Superintendents and Board Chairs Meeting with Minister of Education Rob Fleming re: School Restart Plan
- Aug 4 – BCSTA Board Chairs Meeting Re: School Re-Opening Plan Announcement
- Aug 4 – BCSTA COVID-19 Response Working Group Meeting
- Aug 5 – BCSTA COVID-19 Response Working Group Meeting
- Aug 13 – BCSTA Board Chairs Meeting
- Aug 13 – SD61 Trustee COVID-19 Planning Update
- Aug 18 – SD61 Trustee COVID-19 Planning Update
- Aug 20 – SD61 Trustee COVID-19 Planning Update
- Aug 21 – BCSTA Board Chairs Meeting
- Aug 21 – Informal phone call with Minister of Education Rob Fleming
- Aug 25 – BCSTA COVID-19 Response Working Group Meeting
- Aug 25 – BCSTA Board Chairs Meeting with the Minister of Education Rob Fleming
- Aug 25 – Informal phone call with Minister of Education Rob Fleming

*The Greater Victoria School District wishes to recognize and acknowledge the Esquimalt and Songhees Nations, on whose traditional territories, we live, we learn, and we do our work.*

- Aug 26 – BCSTA Board Chairs Meeting
- Aug 26 – SD61 Trustee COVID-19 Planning Update
- Aug 26 – Informal phone call with Minister of Education Rob Fleming
- Aug 27 – Agenda Setting Committee
- Aug 31 – Quarterly Meeting with Victoria Mayor Lisa Helps
- Sept 1 – BCSTA COVID-19 Response Working Group Meeting
- Sept 1 – Trustee Strategic Planning Session
- Sept 3 – SD61 Trustee COVID-19 Planning Update
- Sept 8 – BCSTA COVID-19 Response Working Group Meeting
- Sept 8 – Agenda Setting Committee
- Sept 9 – Policy Sub-Committee
- Sept 15 – BCSTA COVID-19 Response Working Group Meeting
- Sept 15 – Agenda Setting Committee
- Sept 17 – SD61 Trustee COVID-19 Planning Update
- Sept 17 – BCSTA Board Chairs Meeting
- Sept 17 – BCSTA Townhall with Deputy Provincial Health Officer Dr. Reka Gustafson
- Sept 21 – Annual Meeting with MLA and Parliamentary Secretary-Gender Equity Mitzi Dean
- Sept 22 – Agenda Setting Committee
- Sept 23 – Policy Sub-Committee

### Committee Work

I am serving on the BCSTA COVID-19 Working Group which has been meeting weekly since June. The Working Group has developed a governance-focused COVID-19 survey which the Board will complete in consultation with our staff no later than October 2nd. The goal of the survey is to gather information that will help us better support boards during these challenging times and to assist in identifying the areas where our advocacy around COVID-19 is best focused.

I am continuing to serve with Trustee Leonard on our Policy Sub-Committee, which meets every two weeks.

### Professional Development

I completed the Fundamentals of OCAP training through the First Nations Information Governance Centre and Algonquin College. OCAP stands for ownership, control, access, and possession and it provides a framework for upholding and expressing First Nations right to self determination over research and information involving their communities.

*The Greater Victoria School District wishes to recognize and acknowledge the Esquimalt and Songhees Nations, on whose traditional territories, we live, we learn, and we do our work.*

One *Learning* Community



## BOARD'S GOVERNANCE ACTIVITIES

### Strategic Direction And Context

- Strategic Plan & Operational Planning Update
- Committee Terms of Reference Review (Current Committees Recommendations for 2020-2021 Year)
- Surplus Appropriation Update

### System Planning and Performance Monitoring

- Human Resources Report: eg. COR Audit, Hires, Staffing
- Occupational Health & Safety Annual Report

### External Compliance and Accountability

- Student Enrolment Update
- Implications for Capacity and Funding
- Approve September 2020 Quarterly Financial Report through Audit Committee

## BOARD'S GOVERNANCE ACTIVITIES

### Advocacy for Public Education and Provincial Liaison

- Attend BCSTA Provincial Council

### TRUSTEE PROFESSIONAL DEVELOPMENT IN-SERVICE

- District Snow Response Plan
- Professional Learning and District Context - Governance
- Strategic Planning/Review



## Education Policy and Directions Committee Meeting

### MINUTES

**September 14, 2020**

**Tolmie Boardroom, 556 Boleskine Road**

Trustees Present: Nicole Duncan, Tom Ferris, Diane McNally, Ryan Painter, Rob Paynter, Jordan Watters, Ann Whiteaker

Administration: Shelley Green, Superintendent of Schools, Deb Whitten, Deputy Superintendent, Colin Roberts, Associate Superintendent, Andree Porter (recorder), Kim Morris, Secretary Treasurer, Harold Caldwell, Associate Superintendent

Stakeholders, Other Staff & Guests: David Hovis, District Principal, Tammy Renyard, District Principal, Shelly Niemi, District Administrator of Indigenous Education Department, Connor McCoy, VPVPA President, Cindy Graf, GVTA Representative, Kristil Hammer, VCPAC Vice-President

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#### **A. COMMENCEMENT OF MEETING**

##### **A.1 Acknowledgement of Traditional Territories**

Chair Duncan recognized and acknowledged the Esquimalt and Songhees Nation, on whose traditional territories we live, we learn and we do our work.

##### **A.2 Approval of the Agenda**

**Moved by** Trustee Ferris

That the September 14, 2020 Education Policy & Directions Committee meeting agenda be approved with the following amendments:



Add C.7 Dispensation for secondary level French Immersion students impacted by COVID-19

**Motion Carried Unanimously**

**A.3 Approval of the Minutes**

**Moved by** Trustee Painter

That the June 1, 2020 Education Policy and Directions Committee meeting minutes be approved.

**Motion Carried Unanimously**

**A.4 Business arising from Minutes**

**B. PRESENTATIONS TO THE COMMITTEE**

**C. NEW BUSINESS**

**C.1 Introduction of Student Representative**

Superintendent Green provided Trustees with a brief introduction to 5 of our 9 new Student Representatives for the 2020-2021 school year. In attendance were, Gillian Clark of Lambrick Park Secondary School, Felix Jensen of Victoria High School, Celeste Vickery of Oak Bay High School, Lassah Johnson and Thunder Defayette of Esquimalt High School.

**C.2 Equity Scan - Shelly Niemi**

Shelly Niemi, District Administrator of the Indigenous Education Department, provided Trustees with an overview of the District's upcoming participation in the Ministry of Education's Equity Scan via their Equity in Action initiative. Questions of clarification were asked.

**C.3 District Team Updates (August - Fall 2020) - Tammy Renyard & David Hovis (verbal)**

Chair Duncan provided a brief introduction of the District Team's structure. District Principals Tammy Renyard & David Hovis provided Trustees with an update on the District Team's recent focus and efforts in regards to Learning, School Systems/Structural Support, and Transitions for students and teachers returning to school. Questions of clarification were asked.

**C.4 Rescindment of January 19, 2015 Motion re: Foundation Skills Assessment Testing - Superintendent Green**

Superintendent Green provided Trustees with an overview of the Foundation Skills Assessment and the history surrounding the original motion from January 19th 2015. Discussion ensued.

**Moved by** Trustee Ferris

That the Board of Education of School District No. 61 (Greater Victoria) rescind the following motion that was carried at the January 19, 2015 Board of Education meeting:

*“That the Board of Education of School District No. 61 (Greater Victoria) direct the Superintendent to inform school-based principals to honour parent requests to withdraw their child from the FSA testing and to refrain from contacting them upon receipt of their withdrawal request form as of January 2016.”*

For (3): Trustee Ferris, Trustee Painter, and Trustee Watters

Against (1): Trustee McNally

Abstain (1): Trustee Duncan

**Motion Carried (3 to 1)**

a. Letter from GVTA re: FSA

**C.5 Parent Education Fund (2020-2021) Update - Deputy Superintendent Whitten**

Deputy Superintendent Whitten referred Trustees to the Parent Education Fund memo included in the meeting package.

**C.6 Draft Terms of Reference - Police Liaison Officer Ad Hoc Committee - Associate Superintendent Caldwell**

Associate Superintendent Caldwell provided the Committee with a brief background regarding the framework used to create the draft Terms of Reference for the Police Liaison Officer Ad Hoc Committee.

That the Board of Education of School District No. 61 (Greater Victoria) accept the amended Draft Terms of Reference for the Police Liaison Officer Ad Hoc Committee.

Discussion ensued among the Trustees with a recommendation to amend the Terms of Reference as follows:

**Moved by** Trustee McNally

That "including consideration of cessation of the program." be added to the end of item #2 under "Purpose" of the draft Terms of Reference for the Police Liaison Officer Ad-Hoc Committee.

For (4): Trustee Duncan, Trustee McNally, Trustee Painter, and Trustee Watters

Against (1): Trustee Ferris

**Motion Carried (4 to 1)**

Further discussion ensued among Trustees with a recommendation to amend the draft Terms of Reference as follows:

**Moved by** Trustee Painter

That "2 Secondary Students" be stricken from the "Membership" section of the draft Terms of Reference for the Police Liaison Officer Ad Hoc Committee, and be replaced with "1 Student from each Secondary School who identifies as being racialized" be added.

Prior to voting on this amendment, further discussion ensued and an amendment to the amendment was suggested.

**Moved by** Trustee Paynter

That "2 Secondary Students" be stricken from the "Membership" section of the draft Terms of Reference for the Police Liaison Officer Ad Hoc Committee, and be replaced with "1 Student from each Secondary School who identifies as a member of an equity seeking community".

For (4): Trustee Duncan, Trustee McNally, Trustee Painter, and Trustee Watters

Against (1): Trustee Ferris

**Motion Carried (4 to 1)**

Discussion ensued and the following motion was put forward.

**Moved by** Trustee Paynter

That "interventions" be stricken from item #4 under the "Deliverables" section of the draft Terms of Reference for the Police Liaison Officer Ad Hoc Committee, and be replaced with "Data Driven Assessments of PLO programs informed by such surveys or other data requests the Committee deems necessary."

**Motion Carried Unanimously**

Discussion ensued and the following motion was put forward.

**Moved by** Trustee Watters

That "(preferably from an equity seeking group)" be added to "2 Parents/Caregivers" under the "Membership" section of the draft Terms of Reference for the Police Liaison Officer Ad Hoc Committee.

**Motion Carried Unanimously**

Two friendly amendments were made to the document. The first is in regards to references to SRO which will be stricken from the document and replaced with PLO. The second friendly amendment is to strike "Prioritizing" from item # 3 under "Deliverables" and to replace that with "Reviewing". After receiving all recommendations, Chair Duncan put forward the draft Terms of Reference, as amended, for approval.

**Moved by** Trustee Duncan

That the Board of Education of School District No. 61 (Greater Victoria) accept the amended Draft Terms of Reference for the Police Liaison Officer Ad Hoc Committee.

**Motion Carried Unanimously**

**C.7 Dispensation for secondary level French Immersion students impacted by COVID-19 - Trustee Paynter**

Trustee Paynter presented the following motion and provided a rationale.

**Moved by** Trustee Paynter

That the Board of Education of Greater Victoria (School District 61) instruct the Chair to write a letter to the Minister of Education asking that Graduation Program Requirements for the Diplôme de fin d'études secondaires en Colombie-Britannique be relaxed for secondary students unable to attend in person classes to receive French language instruction during the 2020/2021 school year.

A discussion took place among Trustees. A recommendation to amend the motion and refer to the Advocacy Committee was made.

**Moved by** Trustee Watters

That the motion "That the Board of Education of Greater Victoria (School District 61) instruct the Chair to write a letter to the Minister of Education asking that Graduation Program Requirements for the Diplôme de fin d'études secondaires en Colombie-Britannique be relaxed for secondary students unable to attend in person classes to receive French language instruction during the 2020/2021 school year." be referred to the Advocacy Committee.

**Motion Carried Unanimously**

**D. NOTICE OF MOTION**

**E. GENERAL ANNOUNCEMENTS**

**F. ADJOURNMENT**

The meeting adjourned at 9:41 p.m.

**Moved by** Trustee Ferris

That the meeting adjourn.

**Note:** This meeting is being audio and video recorded. The video can be viewed on the District website.

**Motion Carried Unanimously**

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Chair

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Secretary-Treasurer

June 22, 2020 Board Motion (Regular Open):

*That the Board of Education of School District No. 61 (Greater Victoria) direct the Superintendent to establish an Ad Hoc Committee to undertake discussions with members of the school community, including, but not limited to racialized, Indigenous and LGBTQ staff, parents and students to:*

- 1. Determine what, if any, concerns there may be regarding the District's School Police Liaison Officer program and*
- 2. Develop recommendations, as required, on what changes, including cessation from the program, should be made to the program to improve its value to the school community.*

Research:

Police in Schools: Laying the Foundation for a Trauma-Informed Assessment of School Resource Officer (SRO) Programs

Authors: J. Kevin Cameron, Dr. Kevin Godden (Abbotsford Superintendent)  
Contributors: Dr. Marleen Wong (California), Sandra Montour (Ontario), Patrick G. Rivard (NACTATR Canadian Operations)

June 2020

North American Center for Threat Assessment and Trauma Response

Trauma-Informed Approach to Assessing the Creation, Organization, and Utility of School Resource (Liaison) Officer Programs

Developed by: J. Kevin Cameron and Dr. Kevin Godden

Authors and Contributors:

J. Kevin Cameron  
Dr. Kevin Godden  
Dr. William S. Pollack  
Dr. Marleen Wong  
Sandra Montour  
Krishna Bura  
Rob Rai  
Dr. Mahdi Qasqas  
Partick G. Rivard

August 2020

North American Center for Threat Assessment and Trauma Response

## Ad Hoc School Police Liaison Officer Program Review Committee

### **Purpose:**

Review the District's Police Liaison Officer Program using a transparent review process guided by research and data-driven assessments, and informed by stakeholders' lived experiences to:

1. Determine what, if any, concerns there may be regarding the District's School Police Liaison Officer program and
2. Develop recommendations, as required, on what changes should be made to the program to improve its value to the school community including consideration of cessation of the program.

### **Deliverables:**

1. Assessing the differing roles of PLO's in School District No. 61.
2. Assessing the differing roles school administrators feel PLO's should have in School District No. 61.
3. Reviewing the "Relationship Building – Enforcement Continuum". This include identifying important 'stakeholder groups within the school and community as well as pathways for regular and ongoing communication.
4. Data-Driven Assessments of PLO programs informed by such surveys or other data requests the Committee deems necessary.
5. Characteristics of a Trauma-Informed and Culturally Committed PLO.
6. Characteristics of a Trauma-Informed and Culturally Committed School Leadership Team.
7. Characteristics of a Trauma-Informed and Culturally Committed School District and School Board Leadership team.
8. Prejudice and Racism as a Dichotomy.
9. Open Systems: Sustaining Community Engagement.

### **Membership:**

- 2 Trustees (1 to chair)
- 2 Police Liaison Officers
- 2 GVTA – Counsellors
- 2 CUPE Representatives
- 2 Parents/Caregivers (preferably from an equity seeking group)
- 2 Principals
- 2 Senior Leadership Members
- 1 Student from each Secondary School who identifies as a member of an equity seeking community
- 1 Songhees Nation Representative
- 1 Esquimalt Nation Representative
- 1 Metis Nation Representative
- 1 Urban Indigenous Representative
- 1 Resilience BC Representative

### **Timeline:**

The Committee will report to the Education Policy & Directions Committee in January 2021 with a final report delivered to the Board in June 2021).

**Voting:**

Recommendations to be made by consensus. If consensus cannot be reached, multiple options will be reported to the Education Policy and Directions Committee.

**Procedural notes:**

Meeting dates, locations, agendas and minutes to be available to the members.

**Date Adopted:**

DRAFT





## Operations Policy and Planning Committee Meeting

### REGULAR MINUTES

**September 21, 2020, 7:00 p.m.**

**Tolmie Boardroom, 556 Boleskine Road**

Trustees Present: Elaine Leonard, Rob Paynter, Angie Hentze, Ann Whiteaker, Jordan Watters, Nicole Duncan, Diane McNally

Administration: Shelley Green, Superintendent of Schools, Kim Morris, Secretary Treasurer, Deb Whitten, Deputy Superintendent, Colin Roberts, Associate Superintendent, Harold Caldwell, Associate Superintendent, Andree Porter (recorder)

Other Staff, Stakeholders & Guests: Chuck Morris, Director of Facilities Services, Katrina Stride, Associate Secretary Treasurer, Lisa McPhail, Communications and Community Engagement Officer, Jane Massy, CUPE 947 President, Kristil Hammer, VCPAC Vice-President, Mark Morrison, GVTA Vice-President, Connor McCoy, VPVPA President, Thunder Defayette, Student Representative

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#### **1. COMMENCEMENT OF MEETING**

The meeting was called to order at 6:59 p.m.

##### **1.1 Acknowledgement of Traditional Territories**

Chair Leonard recognized and acknowledged the Esquimalt and Songhees Nation, on whose traditional territories we live, we learn and we do our work.

##### **1.2 Approval of the Agenda**

**Moved by** Trustee Whiteaker

That the September 21, 2020 Operations Policy & Planning Committee meeting agenda be approved.

**Motion Carried Unanimously**

### **1.3 Approval of the Minutes**

It was noted that the detailed voting results were not included in the minutes. This will be amended prior to posting the minutes on the Greater Victoria School District (No. 61) website.

**Moved by** Trustee Whiteaker

That the June 8, 2020 Operations Policy and Planning Committee meeting minutes be approved.

For (5): Trustee Leonard, Trustee Paynter, Trustee Hentze, Trustee Whiteaker, and Trustee Watters

**Motion Carried Unanimously (5 to 0)**

### **1.4 Business Arising from Minutes**

## **2. PRESENTATIONS TO THE COMMITTEE**

### **2.1 STAR Committee - Dominic Butcher, Collin Cronkhite, Audrey Smith & Bruce Bidney**

Ms. Smith, Mr. Bidney, Mr. Cronkhite and Mr. Butcher presented an update on the Spectrum Turf and Rink project highlighting the phasing of the project into:

Phase 1 – Short Term: 1 or 2 artificial turf fields

Phase 2 - Long Term: Rink

The presenters highlighted Phase I would be at no cost to the Board, has solidified a potential financial partner in exchange for dedicated hours and the Committee intends to apply for capital infrastructure grant funding by October 1, 2020. The presenters also informed the Board of the environmental benefits of artificial turf fields and the improvements in lighting to alleviate previously expressed concerns. The STAR Committee requested:

- The Board support in principle at its October Board meeting, in order to support the grant application;

- Trustee questions over the next four weeks (through the Secretary-Treasurer)

The Committee advised once it had Board support in principle, the Committee would begin fundraising and public consultation

### **3. CORRESPONDENCE**

#### **3.1 Letter from Victoria West Community Association**

Chair Leonard provided an overview of the September 16, 2020 letter received from Johanne Thompson, Executive Director of Victoria West Community Association and advised that Secretary Treasurer Morris will meet with the association this week.

### **4. SUPERINTENDENT'S REPORT**

#### **4.1 Recognition of Student Representative - Superintendent Green**

Superintendent Green introduced and welcomed Student Representative Thunder Defayette of Esquimalt High School.

#### **4.2 Communications Overview of COVID-19 - Superintendent Green**

Communications and Community Engagement Officer McPhail, provided Trustees with a high level overview of the Communications Overview of COVID-19 memo. Superintendent Green thanked Ms. McPhail for her ongoing efforts and hard work.

### **5. PERSONNEL ITEMS**

### **6. FINANCE AND LEGAL AFFAIRS**

#### **6.1 Job Descriptions in Regulations - Associate Superintendent Roberts**

Associate Superintendent Roberts advised Trustees that Job Descriptions in Regulations would be removed from regulations and held with Human Resources. Questions of clarification were asked.

#### **6.2 Policy Sub-Committee Report - Trustee Watters**

##### **a. Policy 2100.1 - Superintendent Evaluation**

Trustee Watters provided a brief overview of Policy 2100.1 - Superintendent Evaluation, as well as a rationale. Discussion ensued.

**Moved by** Trustee Whiteaker

That the Board of Education of School District No.61 (Greater Victoria) adopt the draft Superintendent Evaluation Policy Option 2, as presented;

AND FURTHER

That the policy remain in draft until the first evaluation is concluded;

AND FURTHER

That the Board review the draft Superintendent Evaluation policy immediately after completing the Superintendent Evaluation process.

For (4): Trustee Leonard, Trustee Hentze, Trustee Whiteaker, and Trustee Watters

Against (1): Trustee Paynter

**Motion Carried (4 to 1)**

b. Bylaw 9360 - General Meetings of the Board

Trustee Watters presented Trustees with a draft copy of Bylaw 9360. Committee members discussed items # 1-5 of the bylaw. By consensus of the the remaining items # 6-15 be postponed to the October 19th 2020 Operations Policy & Planning Committee meeting.

### **6.3 Provincial Safe Return to School Funding - Secretary Treasurer Morris**

Secretary Treasurer Morris provided an overview of the summary report and made note of the following corrections:

Instructional Supplies - Improved Hand Hygiene:

Under the "Available" column the amount should read \$296,164.

Under the "%" column the percent should read 88%.

Grand Total:

Under "Available" the amount should read \$1,329,894.

Under the "%" column the percent should read 86%.

Questions of clarification were asked.

Expenditures made for assistive technology will be reported out at the October 19, 2020 Operations Policy & Planning Committee meeting.

#### **6.4 2020-2021 Enrolment Update - Week 1**

Secretary Treasurer Morris provided Trustees with the interim 2020-2021 Enrolment Update for Week 1 and highlighted a 784 FTE decrease from the February 2020 projections. A more complete data analysis will be provided after the 1701 submission is made to the Ministry of Education.

#### **6.5 2020-2021 Budget Change Report - Secretary Treasurer Morris**

Secretary Treasurer Morris presented the newly developed Budget Change Report which will be presented to the Operations Policy & Planning Committee on a monthly basis. Secretary Treasurer Morris noted that the new report will allow for Trustees to keep closer and more frequent monitoring of budgeting and reporting, as well as provide transparency and the ability to reallocate funds throughout the year. Questions of clarification were asked.

#### **6.6 Monthly Financial Report August 2021 - Secretary Treasurer Morris**

Secretary Treasurer Morris provided Trustees presented the new Monthly Financial Report which will be presented to the Operations Policy & Planning Committee on a monthly basis. The comparison will allow Trustees to compare this current year's monthly expenses against those from the year prior, and to monitor where the district should be financially at certain points in the year. Questions of clarification were asked.

### **7. FACILITIES PLANNING**

#### **7.1 September 2020 Operations Report - Chuck Morris**

Director of Facilities Services Morris, presented the Monthly Operations Update for September 2020 including an overview of summer work, progress on major and minor capital projects, transportation and ventilation and new equipment. Mr. Morris also outlined the work done to remedy the damage from the Strawberry Vale Elementary fire. Trustees thanked Mr. Morris and his team for their ongoing hard work.

### **8. PUBLIC DISCLOSURE OF IN-CAMERA ITEMS**

### **9. NEW BUSINESS**

#### **9.1 School Shop Audits - Trustee Duncan**

**Moved by** Trustee Duncan

That the Board of Education of School District No.61 (Greater Victoria) direct the Superintendent to provide the Board of Education a report which sets out what actions and remediations have been completed, and what actions and remediations are outstanding as a result of the health and safety issues identified in the school shop audits carried out in November 2016 and Spring 2017.

For (5): Trustee Leonard, Trustee Paynter, Trustee Hentze, Trustee Whiteaker, and Trustee Watters

**Motion Carried Unanimously (5 to 0)**

## **9.2 Trustee Reports - Trustee Hentze**

Trustee Hentze provided Trustees with rationale for the following motion.

**Moved by** Trustee Hentze

That the Board of Education of School District No.61 (Greater Victoria) direct the Policy Sub-Committee to add a section to the development of the new policy Role of Trustee, that addresses the Trustee Report, including timing, content and a template.

For (5): Trustee Leonard, Trustee Paynter, Trustee Hentze, Trustee Whiteaker, and Trustee Watters

**Motion Carried Unanimously (5 to 0)**

## **10. NOTICE OF MOTION**

## **11. GENERAL ANNOUNCEMENTS**

## **12. ADJOURNMENT**

The meeting adjourned at 9:41 pm

**Moved by** Trustee Whiteaker

That the meeting adjourn.

**Note:** This meeting is being audio and video recorded. The video can be viewed on the District website.

**Motion Carried Unanimously**

DRAFT

School District No. 61 (Greater Victoria)  
556 Boleskine Road, Victoria, BC V8Z 1E8  
Phone (250) 475-4106 Fax (250) 475-4112

*Chair: Jordan Watters Vice-Chair: Ann Whiteaker  
Trustees: Nicole Duncan, Tom Ferris, Angie Hentze,  
Elaine Leonard, Diane McNally, Ryan Painter, Rob Paynter*

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TO: Operations Policy & Planning Committee  
FROM: Policy Sub-Committee  
RE: Policy 2100.1 Superintendent Evaluation  
DATE: September 21, 2020

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In June 2020, the Policy Sub-Committee recommended a draft Superintendent Evaluation Policy (the policy) Superintendent to the Operations Policy & Planning Committee (the OPPs committee). The OPPs committee voted to recommend an amended version of the policy to the Board. After this, the Policy Sub-Committee received written submissions from trustees with recommendations for amendments to the policy.

At the June Board meeting, the Board voted to refer the policy back to the OPPs committee in order that the additional amendments could be considered. As such, this policy without any additional changes is presented as draft Superintendent Evaluation Policy Option #1.

The Policy Sub-Committee met in September to consider the amendments proposed by trustees and incorporated many of them into the draft Superintendent Evaluation Policy Option #2 which is presented here for the consideration of the OPPs committee.

The Policy Sub-Committee recommends that the OPPs committee take up Option 2.

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**Recommended motion:**

That the Board of Education of School District No.61 (Greater Victoria) adopt the draft Superintendent Evaluation Policy Option 2, as presented;

AND FURTHER

That the policy remain in draft until the first evaluation is concluded;

AND FURTHER

That the Board review the draft Superintendent Evaluation policy immediately after completing the Superintendent Evaluation process.

*The Greater Victoria School District wishes to recognize and acknowledge the Esquimalt and Songhees Nations, on whose traditional territories, we live, we learn, and we do our work.*



## **POLICY 2100.1**

### **SUPERINTENDENT EVALUATION**

## **OPTION #1**

Drafted: January 2020

Adopted:

The Superintendent's evaluation provides for both accountability and growth, as well as for strengthening the relationship between the Board and the Superintendent. The written Superintendent evaluation report will affirm specific accomplishments and identify areas of growth, where applicable.

#### Guiding Principles

The Superintendent's evaluation:

1. Will be reasonably related to the roles and responsibilities of the Superintendent and the goals of the District strategic plan.
2. Will provide for a written evaluation of the Superintendent's performance at least once in a four-year trustee term with preference being the middle years of the Superintendent's contract.
3. Will emphasize the need for and use of evidence for evaluation purposes within the interview process.
4. Will utilize the following:
  - a. An anonymous leadership survey tool agreed upon by two trustees and the Superintendent to survey select staff (e.g. principals, vice-principals, exempt staff, past presidents of partner groups, where applicable);
  - b. An external consultant conducting interviews for direct reports, trustees and partner group leaders.

Process:

1. The Chair, in consultation with the Superintendent, will appoint two trustees to work with the Superintendent to make mutually agreeable decisions about the evaluation process, specifically but not limited to, in regards to choosing an external consultant, choosing the leadership survey tool, choosing the recipients of the survey tool and choosing the staff who will be interviewed.

2. The two appointed Trustees and the Superintendent, upon approval of the Board, will appoint an external consultant that is mutually agreeable to both parties.
3. The anonymous leadership survey will be sent to members of the following groups that have a recent working relationship with the Superintendent:

- VCPAC Executive
- District Leadership Team – All members
- Principals – as chosen by two trustees and Superintendent
- Teachers that the Superintendent has worked with
- Indigenous Leaders
- Union Executive Members – ASA, CUPE 382, CUPE 947, GVTA
- Community Organization Partners who have worked with the Superintendent
- Other – to be discussed with the two trustee representatives

4. The external consultant will conduct interviews using the questions from the question bank, with direct reports, trustees and leaders of partner groups.

These would include Senior Leadership Team, Trustees, VCPAC President, President and Vice-President of VPVPA, GVTA President and Contract Chair, CUPE 382 and 947 Presidents, other (to be determined by the two Trustees and Superintendent), select Executive Assistants, President of ASA.

The interview questions will be chosen from the question bank that will align to Roles and Responsibilities of the Superintendent (see attachment) and the goals of the Strategic Plan.

5. The external consultant will gather all evidence from the anonymous leadership survey and interviews, analyze the information and prepare a written evaluation report.
6. The evaluation report will reflect areas of strength and identify areas of growth for the Superintendent to create a growth plan that will be reviewed with the Board on an annual basis.

# OPTION #1

Question Bank:

Below are recommended questions that align with the goals of the District Strategic Plan and the roles and responsibilities of the Superintendent. Four to five questions will be chosen by the external consultant to align with the role of the person being interviewed.

Does the Superintendent ensure that:

1. school principals prepare and report meaningful annual action plans for school improvement?
2. the District does a good job of ensuring learning environments contribute to the development of skills and habits necessary for the world of work, post-secondary studies, life-long learning and citizenship?
3. the District can demonstrate measurable improvement of student learning over time?
4. the District does a good job of measuring and monitoring progress relative to providing a safe and caring environment for all?
5. the District develops and effectively implements quality recruitment, orientation, staff development, disciplinary, evaluation and supervisory processes?
6. the District fosters high standards of instruction and professional improvement?
7. the District provides for training of administrators and the development of leadership capacity within the District?
8. the District appropriately involves individuals and groups in the development of new administrative procedures?
9. the District ensures adherence to policies and administrative procedures?
10. the District ensures the strategic planning process involves opportunity for stakeholder input?
11. the District strategic plan is based on data and issues and trends related to student achievement?
12. the District ensures that key objectives identified for improvement are achieved?
13. they are providing clear direction for the School District?
14. they provide effective educational leadership?
15. they model a commitment to personal and professional growth?
16. they demonstrate a high commitment to meeting student needs?
17. they establish and maintains positive professional working relationships with staff?
18. they unite people towards common goals?
19. they empower others?
20. they effectively solves problems?

Roles and Responsibilities:

## OPTION #1

Final Question:

In your opinion, does the Superintendent provide leadership in all matters relating to education in the District and can you provide evidence to support your opinion?

Does the Superintendent ensure that learning environments actively facilitate student learning and student wellbeing and can you provide evidence to support your opinion?

DRAFT

## **POLICY 2100.1**

### **SUPERINTENDENT EVALUATION**

## **OPTION #2**

Drafted: January 2020

Draft Revision: September 2020

Adopted:

The Superintendent's evaluation provides for both accountability and growth, as well as for strengthening the relationship between the Board and the Superintendent. The written Superintendent evaluation report will affirm specific accomplishments and identify areas of growth, where applicable.

#### Guiding Principles

The Superintendent's evaluation:

1. Will be reasonably related to the roles and responsibilities of the Superintendent and the goals of the District strategic plan.
2. Will provide for a written evaluation of the Superintendent's performance at least once in a four-year trustee term with preference being the middle years of the Superintendent's contract.
3. Will emphasize the need for and use of evidence for evaluation purposes within the interview process.
4. Will utilize an anonymous leadership survey tool and an external consultant.

#### Process:

1. The Chair will appoint two trustees who will, together with the Superintendent, seek consensus relative to the evaluation process, including but not limited to, recommending an external consultant, selecting a leadership survey tool and identifying the possible recipients of the survey tool and staff who may be interviewed.
2. Upon approval of the Board, an external consultant will be engaged who will be responsible for completing the final report.
3. The anonymous leadership survey will be sent to the following that have a recent working relationship with the Superintendent:
  - Trustees
  - VCPAC Executive

## OPTION #2

- District Leadership Team
  - Principals
  - Teachers
  - Indigenous Leaders
  - ASA, CUPE 382, CUPE 947, GVTA
  - Community Organization Partners
  - Other
4. The external consultant will conduct interviews with groups identified in 3 above. The interview questions will align to Roles and Responsibilities of the Superintendent and the goals of the Strategic Plan.
  5. The external consultant will gather all information, analyze and prepare a written evaluation report to be presented to the Board.
  6. The evaluation report will be reviewed with the Board.
  7. The Superintendent will create a growth plan that will be reviewed with the Board annually.

School District No. 61 (Greater Victoria)  
556 Boleskine Road, Victoria, BC V8Z 1E8  
Phone (250) 475-4106 Fax (250) 475-4112

*Chair: Jordan Watters Vice-Chair: Ann Whiteaker  
Trustees: Nicole Duncan, Tom Ferris, Angie Hentze,  
Elaine Leonard, Diane McNally, Ryan Painter, Rob Paynter*

---

TO: Board of Education  
FROM: Trustee Duncan  
RE: Motion for OPSS  
DATE: September 21, 2020

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**Background:** The Operations Policy and Planning Standing Committee (the “Committee”) received a memo dated March 6, 2017, from the Director of Facilities at the time, Mr. David Loveridge regarding shop funding.

According to the memo provided by Mr. Loveridge, “for the 2016-17 school year, the Board allocated \$77,353 in one-time funding to support shop rejuvenation...Once Staff began the planning process to expend those funds, it became apparent that there were a number of potential health and safety issues with many of our shops, in addition to the already identified need for overdue general shop repairs.”

According to the 6 March 2017 memo, “Staff made the decision to expend a portion of the approved funds to complete a full external review/audit of the condition of the shops across the District, to report back on their status from a Health and Safety perspective, and to make specific recommendations on the immediate actions required to address the concerns identified in the audit.”

Finally, as set out in the 6 March 2017 memo, “The report has confirmed that there are significant health and safety gaps in our shops. The report highlights concerns related to ventilation systems, cleanliness, equipment safeguards and other general equipment and safety related issues. A plan is being created to address many of these issues moving forward. A general summary of the audit report is attached for the Board’s information.”

The 6 March 2017 memo on Shop Funding included as an attachment, a general summary in relation to High School Shops (see this document attached for the Committee’s reference). A summary was not provided to the Committee in relation to the condition of Middle School Shops.

**Rationale:** It does not appear that the Board received further reports regarding the plans in place and the progress being made to address the health and safety risks identified in the shop audit reports (stemming from shop audits carried out at 18 sites in November 2016 and in Spring 2017). It does not appear that progress was monitored through the Facilities Plan Ad

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Hoc Committee, or the Operations Policy and Planning Standing Committee. The proposed motion is focussed on addressing this gap in reporting by asking that staff prepare a report for the Board that sets out for each of the findings and recommendations made in relation to each of the 18 shop sites audited: which findings and recommendations have been actioned and remediated and which findings and recommendations have not yet been addressed through appropriate actions and remediation measures.

The current Long Range Facilities Plan, dated November 2018 is available via the following link: [https://www.sd61.bc.ca/wp-content/uploads/sites/91/2018/11/GVSD61\\_LongTermFacilitiesPlan\\_20181113.pdf](https://www.sd61.bc.ca/wp-content/uploads/sites/91/2018/11/GVSD61_LongTermFacilitiesPlan_20181113.pdf)

According to objectives set out in the Long Range Facilities Plan (LRFP) the aim of the shop audit was to identify the current condition of teaching shops and operational shops (used by District facilities staff) and to identify any areas of concern from a health and safety perspective. (p.21) According to the LRFP this audit was the first step in a process of reviewing District shop programming to develop a long term Shops Plan and to identify the associated funding for the renewal of these valuable and important teaching assets.

Further, as set out in the LRFP (p.22):

*“In February 2017, the District received the audit report on the state of shops which identified a large number of deficiencies ranging from minor repairs, changes and easy to fix issues to a large number of major equipment repairs/replacements and ventilation issues that will require a significant investment over time to be properly addressed.*

*The current state of the shops stems partially from the manner in which the shops have been planned, funded, equipped, managed and maintained, as well as the manner in which shop programming has been provided and located across the District.*

*While the District Facilities department does have staff that provide maintenance to the shop equipment, for the most part maintenance has been a school based obligation and the funding for maintenance has been dispersed and held at the school level. Typically, schools have received career preparation money to fund programs, including new purchases as well as repairs. As this money is relatively limited, keeping up with the requirements of programming as well as the significant demands related to the maintenance, repair and replacement of this equipment has been challenging.*

*In addition, while the Board has a policy addressing certain requirements on new programming within schools, the policy has not typically applied to equipment and resources added to previously existing programs. On the ground this has meant that as teachers or administrators change or provincial focuses shift, each of the District’s schools has a diverse set of equipment and no attempt at standardization has occurred.*

*Finally, as shop teachers have attempted to deal with limited resources they have increasingly relied on donations and community support for their shops which has exacerbated shop issues as much of the equipment was not approved or supported centrally.”*

In summary, to date it is not clear what aspects of the shop health and safety audit findings and recommendations have been acted upon and what aspects of the findings and recommendations have not been acted on. Since the current Board took office in November

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2018, the Board does not appear to have received information regarding the plans in place to address the significant risks to student health and safety identified in the audit reports. Likewise the Board does not appear to have received information regarding any ongoing monitoring of progress being made to address the findings and recommendations of the health and safety audits through either the Operation Policy and Planning Committee, or the Facilities Plan Ad Hoc Committee which is responsible to monitor, update and develop recommendations for the Long Term Facilities Plan.

### **Alignment to Strategic Plan:**

The proposed motion supports all Goals of the Strategic Plan aimed at supporting and improving learners' personal and academic success, physical and mental well being and addresses inequality of opportunity.

At the core of the proposed motion is a clear commitment to our core values of openness and transparency, and reporting on the status of these high priority student health and safety matters supports these core values. In my view, ongoing monitoring and evaluation of the state of our school shops is also a matter of compliance with the Board's obligations under the School Act (i.e. section 74 Management of Schools and Property), and the Board's responsibility to our students in respect of taking reasonable steps to safeguard all student's health and safety while they are at school. This is in line with the Board's Policy 4300.1, Health and Safety which states "that the Board will adopt standards and practices that are in compliance with, but not limited to, the legal and regulatory requirements in an effort to take all reasonable steps to protect employees and students against accidents and health hazards."

### **Recommended motion:**

That the Board of Education of School District No.61 (Greater Victoria) direct the Superintendent to provide the Board of Education a report which sets out what actions and remediation's have been completed, and what actions and remediation's are outstanding as a result of the health and safety issues identified in the school shop audits carried out in November 2016 and Spring 2017.

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One *Learning* Community





# FACILITIES SERVICES

491 CECELIA AVENUE, VICTORIA, BRITISH COLUMBIA V8T 4T4  
PHONE (250) 920-3400 FAX (250) 920-3461

TO: Operations Policy and Planning Committee  
FROM: David Loveridge, Director, Facilities Services  
DATE: March 6, 2017  
**RE: Shop Funding**

---

## **Background**

For the 2016-17 school year, the Board allocated \$77,353 in one-time funding to support shop rejuvenation.

Once Staff began the planning process to expend those funds, it became apparent that there were a number of potential health and safety issues with many of our shops, in addition to the already identified need for overdue general shop repairs.

Given this reality, Staff made the decision to expend a portion of the approved funds to complete a full external review/audit of the condition of the shops across the District, to report back on their status from a Health and Safety perspective, and to make specific recommendations on the immediate actions required to address the concerns identified in the audit.

## **Discussion**

This work has now been completed and a draft report has been provided to the District for review. The report has confirmed that there are significant health and safety gaps in our shops. The report highlights concerns related to ventilation systems, cleanliness, equipment safeguards and other general equipment and safety related issues. A plan is being created to address many of these issues moving forward. A general summary of the audit report is attached for the Board's information.

In addition, the District is in the process of reviewing shop programming to determine what requirements we have for our shops at each grade level (middle and secondary) to determine whether they will be exploratory in nature or a more intensive trades training related program along with a determination of where these programs will be offered (location). All secondary and middle schools will have some level of shop programming. This process will ultimately determine what shops will be required and where, and will help to determine the shop equipment required by program and location.

While and once this work has been completed, we will:

1. continue the process of bringing our shops up to an acceptable standard from a health and safety perspective;
2. rationalize our shops to ensure that the right equipment is available in the right shop and that it fits and can operate safely in the space;
3. know what equipment needs to be procured for our programs on a long term basis;
4. actively plan for the disposal of excess equipment as required for safety or programming purposes; and

5. standardize equipment across the District to ensure a more economical process of maintenance and repair.

Until the shop programming report is complete, we will be unable to fully estimate the cost of the repairs and purchases that are required to support our shops going forward.

It is important to note that while the above study and work is being undertaken, Facilities Staff have expended the remaining \$47,000 in one-time shop funding to begin to repair and to implement a number of safety upgrades on equipment we know will be required on a long-term basis.

It should also be noted that the District has applied to the Ministry of Education for capital funding to support the shop upgrades and await confirmation with respect to the request.

Secondary Schools	Finishing Room	Welding Area	Dust Collection & Welding Ventilation	Eye Wash	Shop Condition-Description	Overall Rating
Equipment High						
Metal Shop	N/A	High - Review draws, review equipment condition and ventilation	High	Moderate - testing	Plasma in use	Moderate
Wood Shop	High - Review isolation, ventilation & storage	N/A	Moderate	Moderate - testing flow	LAYOUT appears to be tight	Moderate
Automotive	N/A	N/A	N/A	Moderate - Cover - testing	High-Review storage, Flammable liquids, electrical, housekeeping, inventory, review & Remove unnecessary equipment. Review Monthly inspections on hoists, lack of guard concerns	High
Tech Shop	N/A	N/A	N/A	Moderate - testing flow	LAYOUT appears to be good. Review flammable storage	Low
Emmich Park Secondary						
Metal Shop	N/A	High-Review draws, equipment condition and ventilation	High	Moderate-testing	High-Review plasma, in open, guards, electrical, spray booth is non-standard, review cutting & welding booths	High
Wood Shop	High - congestion, housekeeping, draws, review storage	N/A	High	Moderate-testing, flow	Moderate- Review storage, electrical, some storage concerns and congestion concerns noted as well	Moderate
Mt. Douglas Secondary						
Auto Shop	N/A	N/A	N/A	Moderate - testing flow	High - Proximity to welding area, potential ignition source. Review storage, flammable liquids, electrical, housekeeping, inventory, review & Remove unnecessary equipment. Review Monthly inspections on hoists, lack of guards.	High
Metal Shop	N/A	High-Review draws, equipment condition and ventilation	High	Moderate - testing flow	High - Proximity to auto area, potential fuel source. Review storage, housekeeping, inventory, review & Remove unnecessary equipment. Review use and condition of existing equipment. Plasma in use.	High
Wood Shop	High-Review isolation, ventilation, storage	N/A	Moderate	Moderate - testing flow	Moderate-General housekeeping and storage issues, storage near exits, inventory, Review & Remove unnecessary materials	Moderate
Airplane Hangar	N/A	N/A	N/A	High - None	Unlabeled for storage only at this time. Aviation course to be offered. Basically small model airplanes, etc.	Low
Small Engine Shop	N/A	N/A	N/A	Moderate- Testing	High - Storage in front of exit doors, storage in air compressor enclosure, isolation of flammables, location of parts washer by exit, guards, etc.	High
Oak Bay High						
Metal Shop	N/A	High-Review draws, equipment condition and ventilation	High	Moderate - testing flow	High - Proximity to auto area, potential fuel source. Review storage, housekeeping, inventory, review & Remove unnecessary equipment. Review use and condition of existing equipment. Plasma in open. Blocked exits, non-standard storage near exits. Cylinder storage non-standard.	High
Auto Shop	N/A	High-Review draws, equipment condition and ventilation	High	Moderate - testing flow	High - Proximity to metal area, potential heat source. Review monthly hoist inspections. Blocked exits. Use of combustible sheetmetal.	High
Wood Shop	High - Review isolation, eye wash station, storage and draws of hood system	N/A	High	Moderate - Testing, caps	Moderate, layout appears to be good, locks non-dia, delaminated areas. Some missing guards, etc.	Moderate
Barnhill Secondary						
Metal Shop	N/A	High-Review draws, equipment condition and ventilation	High	Moderate - Testing	High - Congestion, blocking of exits or access to exits, general housekeeping. Full inventory, Review and remove procedures need to be put into place for all shops onsite. Plasma, review cutting & welding area, non-standard cylinder storage	High
Wood Shop	High - Review isolation, storage and, flammable liquids, electrical and ventilation system	N/A	High	Moderate - Testing & Flow	High - Congestion, blocking of exits or access to exits, general housekeeping. Full inventory, Review and remove procedures need to be put into place for all shops onsite. Blocked exits and other areas. Lack of guards.	High
Automotive	N/A	N/A	High	Moderate - Testing & Flow	High - Congestion, blocking of exits or access to exits, general housekeeping. Full inventory, Review and remove procedures need to be put into place for all shops onsite. Blocked exits, review monthly inspections on auto lifts	High
Spectrain Community						
Finishing Room		Welding Area	Dust Collection & Welding Ventilation	Eye Wash	Shop Condition-Description	Overall Rating
Metal Shop	N/A	High-Review draws, equipment condition and ventilation	High	Moderate - Testing & Flow	High - Proximity of equipment, lack of ventilation, forge area concerns, general storage concerns. Full inventory, review and remove as required. Plasma in open.	High
Wood Shop	High - Review isolation, storage and, flammable liquids, electrical and ventilation system	N/A	High	Moderate - Testing & Flow	High - Review storage, flammable liquids, lack of guards, congestion, area should not be used for general storage, blocking of exit routes out of classroom, remove all materials located in back area.	High
Auto Shop	N/A	N/A	High	Moderate - Testing & Flow	Moderate - inventory, review, remove. Remove all materials in storage in rear area that are not being used. Review flammables storage, various cabinets as well as combustible oil and lubricant storage. Review monthly inspections of auto lifts.	Moderate
Power Tech Shop	N/A	N/A	High	High - None	Area is in process of being changed over to Electrician training.	Moderate
Visible High						
Metal Shop	N/A	High-Review draws, equipment condition and ventilation	High	Moderate - Testing & Flow	High - Concerns with location of plasma table, location and proximity of spray booth to cutting and welding area (ignition & fuel sources), concerns with interior storage of propane, cylinder storage concerns. MAJOR - Lack of egress, open areas to get out of area, many areas blocked with equipment or partially blocked.	High
Wood Shop	High - Review isolation, storage and, flammable liquids, electrical and ventilation system	N/A	High	Moderate - Testing & Location (Height)	High - Concerns with storage, congestion, lack of guards, blocked exits, piling on of equipment, students working in unsupervised environments, housekeeping, appears to be too much going on in one location	High
Autobody Shop	High - Review isolation, storage and, flammable liquids, electrical and ventilation system	N/A	High	Moderate - Testing & Location (Access)	High - Major concerns in paint mixing area, lack of isolation, non-standard housekeeping, improper use of flammables cabinets. Full education and review should be provided. Congestion, storage, blocked exits	High

School District No. 61 (Greater Victoria)  
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Phone (250) 475-4106 Fax (250) 475-4112

*Chair: Jordan Watters Vice-Chair: Ann Whiteaker  
Trustees: Nicole Duncan, Tom Ferris, Angie Hentze,  
Elaine Leonard, Diane McNally, Ryan Painter, Rob Paynter*

---

TO: Operations Policy & Planning Committee Agenda  
FROM: Angie Hentze, Trustee  
RE: Policy Request: Trustee Reports  
DATE: September 14, 2020

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**Background:** There is a place for Trustee Reports on the Board Meeting Agenda, but it is very haphazardly used. Some trustees submit a report almost every month, others do it sporadically, and some not at all.

**Rationale:** I believe that many people don't really understand the work that trustees do. I believe that as politicians and public figures, we have a responsibility to report out on the work and advocacy that we participate in. The Trustee Report is the perfect venue for this, but it is poorly understood by trustees, and underutilized.

We need a policy that outlines how often trustees should be reporting out on their activities, and what should be included in that report. A template would be helpful in ensuring that all trustees are reporting in a fashion that complies with the new policy.

**Alignment to Strategic Plan:** One of our core values is openness and transparency, and adding this section to the role of the trustee will help advance that value.

**Recommended motion:**

That the Board of Education direct the Policy Sub-Committee to add a section to the development of the new policy Role of Trustee, that addresses the Trustee Report, including timing, content and a template.

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# Office of the Secretary-Treasurer

School District No. 61 (Greater Victoria)  
556 Boleskine Road, Victoria, BC V8Z 1E8  
Phone (250) 475-4106 Fax (250) 475-4112

*Kim Morris – Secretary-Treasurer*

**TO:** Board of Education  
**FROM:** Kim Morris, Secretary-Treasurer  
**DATE:** September 28, 2020  
**RE:** **Audit Committee Report – September 21, 2020 Meeting**

## **Background:**

The Audit Committee held a meeting on September 21, 2020. KPMG presented the Audit Findings Report for 2019-2020. New business included discussions on the 2019-2020 Audited Financial Statements, the 2019-2020 Statement of Financial Information, Audit Committee governance, and the SJ Burnside capital project.

Items of a financial nature were presented to the committee resulting in four recommendations to the Board.

## **Recommendations:**

### **2019-2020 Audited Financial Statements**

Associate Secretary-Treasurer, Katrina Stride, reviewed the 2019-2020 Audited Financial Statements. Trustees asked questions of clarification.

Trustees recommended that the Board approve the motions related to the Audited Financial Statements through the Audit Committee Report.

That the Board of Education of School District No. 61 (Greater Victoria) approve the appropriation of \$17,949,746 of the operating surplus as follows: 1) school level funds \$2,574,311, 2) unspent project budgets \$5,207,301, 3) purchase order commitments \$560,082, 4) COVID-19 contingency \$2,561,246, and 5) balance 2020-2021 budget \$7,046,806 approved May 2020.

That the Board of Education of School District No. 61 (Greater Victoria) approve the transfer of \$639,270 to Local Capital in 2019-2020 for the Student Device Replacement Reserve (\$339,270), the Technology Replacement Reserve (\$200,000) and the Childcare Capital Reserve (\$100,000).

That the Board of Education of School District No. 61 (Greater Victoria) approve the Audited Financial Statements of School District No. 61 (Greater Victoria) for the year ended June 30, 2020; and that the Board Chair, the Superintendent and the Secretary-Treasurer be authorized to execute these statements, where applicable, on behalf of the Board.

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**2019-2020 Statement of Financial Information**

Associate Secretary-Treasurer, Katrina Stride, explained that the *Financial Information Act* together with the related regulation and directive prescribe the information that each school district is required to include in the Statement of Financial Information (SOFI) and then provided an overview of the 2019-2020 SOFI report.

Trustees recommended that the Board approve the motion related to the 2019-2020 Statement of Financial Information through the Audit Committee Report.

That the Board of Education of School District No. 61 (Greater Victoria) approve the schedules as required by the Financial Information Act for the period July 1, 2019 to June 30, 2020; AND FURTHER That the approved schedules be posted to the District website.
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## **2019-2020 Audited Financial Statements**

### **Audit Committee Meeting Presentation**

**September 21, 2020**

The financial statements, which comprise the statement of financial position as at June 30, 2020, the statement of operations, changes in net financial assets (debt) and cash flows for the year then ended, and notes, have been audited by KPMG LLP who have reported that they are prepared, in all material respects, in accordance with the financial provisions of Section 23.1 of the Budget Transparency and Accountability Act of the Province of British Columbia. These financial statements are in accordance with Canadian public sector accounting standards except with respect to the accounting treatment of government transfers.

Statements 1 to 5 show the financial results for the School District on a consolidated basis for the operating, special purpose and capital funds (Statement 3 Remeasurement Gains and Losses does not apply to our District).

Schedules 2 to 4 report the financial information for each of the funds and are explained below:

- The operating budget revenue and expense details are shown on Schedules 2, 2A, 2B and 2C.
- The special purpose fund revenue and expense details are shown on Schedules 3 and 3A.
- The capital fund revenue and expense details are shown on Schedule 4.

### **OPERATING FUND**

#### **Schedule 2 Schedule of Operating Operations**

The following table summarizes the 2019-2020 and 2018-2019 Schedule of Operating Operations per Schedule 2:

	<b>2019-2020</b>	<b>2018-2019</b>
	<b>Schedule 2</b>	<b>Schedule 2</b>
Revenues	\$ 208,934,017	\$ 202,051,047
Expenses	203,712,693	200,846,476
Net Revenue (Expense)	5,221,324	1,204,571
Interfund transfers – Capital Assets Purchased	(2,069,881)	(3,236,043)
Total Operating Surplus (Deficit), for the year	3,151,443	(2,031,472)
Operating Surplus, beginning of year	14,827,885	16,859,357
Operating Surplus, end of year	\$ 17,979,328	\$ 14,827,885

The Operating Fund had a net increase of \$3,151,443 in the current year, which when combined with the opening operating surplus balance of \$14,827,885, results in the Operating Fund ending balance of \$17,979,328.



Details of the Operating Fund ending balance are as follows:

	<b>2019-2020</b>	<b>2018-2019</b>
Secondary/ISP/CE School Funds	\$ 1,269,515	\$ 2,187,697
Middle School Funds	351,560	311,299
Elementary School Funds	953,236	901,364
Total School Level Funds (Note A)	2,574,311	3,400,360
Indigenous Education Curriculum Sales and Grad Funds	250,000	469,739
Professional Development Funds	129,536	130,214
School Project Carry Forward Funds	191,511	159,045
Department Carry Forward Funds	3,433,007	2,356,628
Unspent Special Grants and Fees	1,203,247	1,728,172
Total Unspent Project Budgets (Note B)	5,207,301	4,843,798
School Computer Hardware and Software	138,495	50,415
School Furniture and Equipment	392,924	124,751
Curriculum Materials	8,535	60,735
All Other Purchase Orders	20,128	184,072
Total Purchase Order Commitments (Note C)	560,082	419,973
COVID-19 Contingency	2,561,246	-
Total Contingencies (Note D)	2,561,246	-
Budgeted Planned Surplus (Note E)	7,046,806	4,125,958
Totally Internally Restricted Surplus	17,949,746	12,790,089
Unrestricted Operating Surplus (Note F)	29,582	2,037,796
Total Operating Surplus	\$17,979,328	\$14,827,885

Note A: Unspent funding at the school level at year end is carried forward into the next year's operating budget. This enables schools to accumulate balances for specific projects and to make larger purchases, such as the replacement of classroom sets of furniture and equipment. It also encourages schools to plan purchases and deliveries to tie in with the school year, which eliminates year-end buying frenzies. School carry forwards are limited as follows:

- Elementary and Middle Schools - **\$40,000** (\$60,000 in 2018-2019)
- Secondary Schools - **\$80,000** (\$120,000 in 2018-2019)

Where a school anticipates a school project in excess of \$10,000, a written request can be made for approval to maintain a higher reserve balance.

Note B: Unspent project budgets in schools and departments represent the funding required to complete planned activities and projects. Department carry forward funding is earmarked for specific initiatives which require the accumulation of multi-year budgeted amounts. Examples of unspent special grants and fees include the Curriculum and Learning Support Plan and Industry Training Authority (ITA) grants.

Note C: Total Purchase Order Commitments is the total of all outstanding purchase orders that have not had goods and services received by June 30. Funds budgeted for these commitments are carried forward and are available when the goods and services are received. Accounting principles do not permit outstanding commitments at the end of the school year to be included as expenditures in that year.

Note D: \$2.6 million has been held as a contingency in the event of declining enrolment in September 2020. This contingency represents partial potential funding loss of 1.5% before funding protection will be triggered, in order to provide as much stability to the system as possible.

Note E: \$7.1 million has been appropriated for the 2020-2021 Operating Budget as follows:

- \$682,000 June 30, 2019 unrestricted operating surplus approved in April 2019 for 2020-2021
- \$2,037,796 June 30, 2019 unrestricted operating surplus approved in September 2019 for 2020-2021
- \$4,327,010 June 30, 2020 unrestricted operating surplus approved in April 2019 for 2020-2021

Note F: The unrestricted operating surplus of \$29,582 can be utilized for future budget plans.

### Schedule 2A Operating Revenue by Source

The following table summarizes Revenue by source in the Operating Fund:

	<b>2019-2020 Operating Revenues</b>	<b>2018-2019 Operating Revenues</b>
Provincial Grants	\$188,521,379	\$180,271,746
Tuition	15,412,570	16,036,198
Local Education Agreement (LEA)	1,063,116	1,080,815
Other Revenues	1,194,390	1,364,770
Rentals and Leases	1,784,510	2,093,927
Investment Income	958,052	1,191,212
<b>Total Operating Revenue</b>	<b>\$208,934,017</b>	<b>\$202,051,047</b>

The major changes in Operating Revenues in the 2019-2020 Financial Statements as compared to the 2018-2019 Financial Statements are as follows:

- 1) Provincial Grants have increased by \$8.2 million due to the following:
 

• 2019-2020 school age enrolment increase 140.281 FTE	\$1.0 million
• Per pupil funding increase of \$45/FTE	\$0.9 million
• Targeted funding net increase ELL, INED, SN, SS, CE, Adult	\$1.9 million
• Employer Health Tax grant increase	\$1.1 million
• Teacher Labour Settlement and Support Staff Wage Increase funding	\$3.3 million
- 2) Tuition fees have decreased by \$0.6 million due to the cancellation of short-term and long-term programming in the International Student Program as a result of the COVID-19 pandemic.
- 3) Other revenues have decreased by \$0.2 million as a result of a reduction in miscellaneous donations, commissions, and rebates.

- 4) Rentals and leases revenue has decreased \$0.3 million due the cancellation of community rental of facilities, fields, and theatres, as well as rent relief provided to out-of-school care providers, as a result of the COVID-19 pandemic.
- 5) Investment income has decreased by \$0.2 million due to a decline in interest rates applied to cash balances in operating and investment accounts. The interest rate earned on investments began to decline from 2.95% in early March 2020 to 1.45% by the end of June 2020 due to the COVID-19 pandemic.

### Schedule 2B Operating Expense by Object

	<b>2019-2020 Operating Expenses</b>	<b>2018-2019 Operating Expenses</b>
<b>Salaries</b>		
Teachers	\$90,992,489	\$86,474,077
Principals and Vice Principals	13,209,113	12,781,738
Educational Assistants	18,292,596	17,697,841
Support Staff	17,796,238	16,930,718
Other Professionals	4,439,325	4,122,729
Substitutes	7,900,352	8,760,448
<b>Total Salaries</b>	<b>152,630,113</b>	<b>146,767,481</b>
<b>Employee Benefits</b>	<b>32,915,200</b>	<b>32,563,782</b>
<b>Total Salaries and Employee Benefits</b>	<b>185,545,313</b>	<b>179,331,263</b>
<b>Services and Supplies</b>		
Services	7,054,257	8,011,156
Student Transportation	906,201	995,979
Professional Development and Travel	888,436	1,176,030
Rentals and Leases	115,250	115,235
Dues and Fees	106,549	108,797
Insurance	357,839	355,418
Supplies	4,793,206	6,164,308
Utilities	3,945,642	4,588,290
<b>Total Services and Supplies</b>	<b>18,167,380</b>	<b>21,515,213</b>
<b>Total Operating Expense</b>	<b>\$203,712,693</b>	<b>\$200,846,476</b>

The major changes in Operating Expenses in the 2019-2020 Financial Statements as compared to the 2018-2019 Financial Statements are as follows:

- 1) Teachers, Educational Assistants and Support Staff Salaries are higher in 2019-2020 as compared to 2018-2019 due to a 2% salary increase effective July 1, 2019. The increase in Teacher salaries also includes step increments within applicable salary ranges.
- 2) The regional salary model for Principals and Vice Principals increased by 1.75% effective August 1, 2019. The increase in Principal and Vice Principal salaries also includes step increments within applicable salary ranges.

- 3) Other Professionals salaries increased by 1.75% effective July 1, 2019. The increase in Other Professionals salaries also includes step increments within applicable salary ranges.
- 4) Substitutes salaries are \$0.9 million lower in the current year due to the impact of the COVID-19 pandemic on face-to-face classroom instruction and a reduction in leave replacements following Spring Break.
- 5) Employee benefits expense has increased in relation to increased salaries. The increase in benefits has been partially offset by a \$2.0 million adjustment to benefits as a result of a growing benefits surplus due to employees not being able to fully utilize benefits during the COVID-19 pandemic.
- 6) Services expenses are \$1.0 million lower in the current year mainly as a result of one-time election costs, SRG3 (Seismic Risk) assessments and DDC (Direct Digital Control) upgrades in the prior year. Services expenses have also decreased due to the COVID-19 pandemic.
- 7) Student Transportation costs declined by \$0.1 million in 2019-2020 as a result of prorated costs during the COVID-19 pandemic.
- 8) Professional Development and Travel expenses in the current year are \$0.3 million lower than the prior year. Due to COVID-19 safety measures, restrictions were placed on the size of gatherings and professional development activities were impacted. Travel restrictions put in place to reduce the spread of COVID-19 required the International Student Program to cancel planned recruitment trips.
- 9) Rentals and Leases reflect expenses for operating leases for fleet vehicles used by Facilities Services.
- 10) Anticipating the financial impact of the COVID-19 pandemic on next year's budget, spending on supplies in the current year was limited to essential purchases. Reduced spending in the last quarter of the year contributed significantly to the \$1.4 million reduction in supplies expense.
- 11) Utilities decreased by \$0.6 million as a result of increased natural gas costs due to the pipeline burst and Next Generation Network charges in the prior year, as well as reduced costs when schools were not fully occupied at the beginning of the COVID-19 pandemic.

**Schedule 2C Operating Expense by Function, Program and Object**

The following table summarizes Operating Expenses by source in the Operating Fund:

	<b>2019-2020 Operating Expenses (\$)</b>	<b>2019-2020 Operating Expenses (%)</b>	<b>2019-2020 Provincial Average (%)</b>
Instruction	\$173,655,476	85.2%	82.7%
District Administration	6,133,036	3.0%	3.9%
Operations and Maintenance	23,000,437	11.3%	11.5%
Transportation and Housing	923,744	0.5%	1.9%
<b>Total Operating Expenses</b>	<b>\$203,712,693</b>	<b>100%</b>	<b>100%</b>

The Operating Fund final expenditures indicate District spending of 85.2% on Instruction which is higher than the budgeted Provincial average of 82.7%. District administration spending is 3.0% which is below the budgeted Provincial average of 3.9%. Operations and Maintenance spending is 11.3% which is slightly below the budgeted Provincial average of 11.5%. Transportation and Housing spending is 0.5% as compared to the budgeted Provincial average of 1.9%.

**SPECIAL PURPOSE FUND****Schedule 3 Schedule of Special Purpose Operations****Schedule 3A Changes in Special Purpose Funds and Expense by Object**

Special Purpose Funds are funds received for specific purposes and must be used for those purposes. Special purpose fund revenues are matched to the expenses incurred within each fund. The Special Purpose Funds revenues are as follows:

	<b>2019-2020 Special Purpose Revenues</b>	<b>2018-2019 Special Purpose Revenues</b>
Annual Facility Grant	\$ 818,378	\$ 816,485
Learning Improvement Fund	675,200	672,847
Scholarships and Bursaries	39,913	29,578
Special Education Technology	113,221	112,830
School Generated Funds	4,671,490	6,718,913
Strong Start	211,975	198,580
Ready, Set, Learn	53,637	64,530
Official Languages in Education Protocol (OLEP)	270,355	407,145
CommunityLINK	4,032,793	4,046,853
Coding and Curriculum Implementation	-	48,004
Classroom Enhancement Fund – Staffing	15,952,945	14,452,064
Classroom Enhancement Fund – Overhead	711,098	791,979
Classroom Enhancement Fund - Remedies	1,389,195	2,265,633
First Nations Student Transportation	660	-
Mental Health in Schools	24,500	-
Changing Results for Young Children	17,244	-
Ledger School	263,805	241,371
Provincial Inclusion Outreach	705,474	498,554
Charitable Trust	0	700
Estate Trust	6,359	5,151
<b>Special Purpose Revenues</b>	<b>\$29,958,242</b>	<b>\$31,371,217</b>

The following outlines the major changes in the Special Purpose Funds:

- 1) As of 2017-2018, the Learning Improvement Fund consists only of a grant targeted towards school support staff as the Ministry of Education rolled the teacher portion of the Learning Improvement Fund (Education Fund) into the Classroom Enhancement Fund.
- 2) School Generated Fund revenue in 2019-2020 is \$2.0 million less than the prior year due to the cancellation of most school activities and field trips planned for Spring Break and the latter part of the school year as a result of the COVID-19 pandemic.
- 3) OLEP (Federal French) revenue recognized in the current year is \$0.1 million lower the prior year due to a one-time allowance to carry forward unspent funds at year end. The COVID-19 pandemic impacted the District's ability to fully spend these funds as planned.

- 4) CommunityLINK revenue includes the allocation of unspent funding carried forward from the prior year to match the increased level of expenditure in the current year. The Ministry grant funding is unchanged at \$3.9 million.
- 5) The Coding and Curriculum Implementation funding was received in 2016-2017 to support curriculum implementation, including a new mandatory coding requirement. The total grant received was \$135K and the remaining balance of \$48K was spent in 2018-2019.
- 6) Classroom Enhancement Fund is the grant allocation provided by the Ministry of Education to fund additional teachers hired to meet the restored collective agreement class size and composition language, funding to address remedies, and funding for overhead costs. In the current year, the utilization of remedies following Spring Break was impacted by the COVID-19 pandemic.
- 7) The First Nations Student Transportation Grant is new in 2019-2020. In the current year, the grant has been spent on the administration of the bus transportation pass program for indigenous students.
- 8) The Mental Health in Schools Grant is a one-time grant of \$25K that was received and fully spent in 2019-2020. The grant was used to create new and support existing school-based mental health programs.
- 9) The Changing Results for Young Children Grant is a new grant in the amount of \$41K received in 2019-2020. Current year spending of \$17K supported collaborative work between community-based early childhood educators, Strong Start facilitators, and Kindergarten teachers to improve the social and emotional well-being of young learners.
- 10) The Provincial Inclusion Outreach Program (PIOP) revenue in the current year is \$200K higher than last year due to increases in staffing related to the teacher and specialists supporting this program.
- 11) The method of recognizing revenue related to charitable donations received by the School District was changed in 2018-2019. The revenue is now allocated to the school and department accounts for which the donation is provided rather than reporting the revenue in the Charitable Trust special purpose fund. Total cash donations received in 2019-2020 is \$275K as compared to \$330K in 2018-2019.

## **CAPITAL FUND**

### **Schedule 4 Schedule of Capital Operations**

#### **Schedule 4A Tangible Capital Assets**

#### **Schedule 4B Tangible Capital Assets - Work in Progress**

#### **Schedule 4C Deferred Capital Revenue**

Tangible capital assets are assets that have an expected life greater than one year and are not consumed in the normal course of operations. These assets are amortized over their useful life, meaning that the cost of the asset is expensed over a period of time.

Deferred capital revenue is funding received from a third party for the acquisition, development, construction or betterment of a tangible capital asset. These funds are amortized over the life of the asset to match the amortization expense, meaning that revenue is recognized over a period of time. There are three categories of deferred capital revenue (Schedule 4C):

- Bylaw Capital includes contributions received from the Ministry of Education for major capital programs. Examples of projects funded with Bylaw Capital in 2019-2020 include: 1) seismic upgrades at Braefoot Elementary, Campus View Elementary and Vic High (SJ Willis), 2) building enclosure and energy upgrades at Richmond Elementary, 3) window upgrades at Mount Douglas Secondary, 4) flooring upgrades at Lansdowne Middle, and 5) new universally accessible playgrounds at Braefoot Elementary and Eagle View Elementary. In addition, a large portion of the Annual Facility Grant (AFG) is funded from Bylaw Capital.
- Other Provincial includes Ministry of Education Restricted Capital, which is made up of proceeds from the lease of assets which were originally purchased from Bylaw Capital, interest earned on the deferred capital revenue balance, 75% of the proceeds of disposition of the sale of surplus school properties, and unspent (surplus) funds from Ministry-funded capital projects. Ministry approval is required to spend these funds. The renovation of the Burnside Education Centre was funded from Other Provincial in 2018-2019 and a portion of the upgrading at SJ Willis is being funded in 2019-2020. Other Provincial also includes the BC New Spaces funding from the Ministry of Children and Family Development (MCFD) that is used to build childcare facilities on school sites.
- Other Capital includes third party contributions for the future replacement of the Neighbourhood Learning Centre and artificial turf field at Oak Bay High School, as well as contributions from childcare service providers that had accessed MCFD funding in order for the School District to build new childcare spaces.

Local Capital includes proceeds from the lease of assets which were originally purchased from Board funds, interest earned on the local capital balance, and 25% of the proceeds of disposition of the sale of surplus school properties. Technology replacement, childcare capital improvements, Inclusion for Learning Strategy, Quadra Warehouse upgrades, Victor School abatement, Tolmie Trades Centre, and George Jay portable are all projects that were funded from Local Capital in 2019-2020.

Capital assets purchased out of Operating and Special Purpose funds are shown on Schedule 1 as an interfund transfer to the Capital Fund.

The change in capital assets is detailed in Schedule 4A. Completed capital asset additions total \$10.0 million of which furniture, equipment and vehicle additions total \$2.0 million; computer hardware and software additions total \$0.6 million; and building improvements and seismic upgrades total \$7.3 million, primarily related to MCFD-funded childcare spaces and the Campus View seismic project. Work in progress for buildings totals \$13.5 million (Schedule 4B) and is mainly related to the seismic upgrades at Braefoot, Campus View and Vic High (SJ Willis), as well as the construction of childcare spaces.

Capital asset dispositions include the deemed disposition of furniture and equipment, computer software and computer hardware that is fully amortized.



**The following motions are recommended:**

That the Board of Education of School District No. 61 (Greater Victoria) approve the appropriation of \$17,949,746 of the operating surplus as follows: 1) school level funds \$2,574,311, 2) unspent project budgets \$5,207,301, 3) purchase order commitments \$560,082, 4) COVID-19 contingency \$2,561,246, and 5) balance 2020-2021 budget \$7,046,806 approved May 2020.

That the Board of Education of School District No. 61 (Greater Victoria) approve the transfer of \$339,270 to Local Capital in 2019-2020 for the Student Device Replacement Reserve.

That the Board of Education of School District No. 61 (Greater Victoria) approve the transfer of \$200,000 to Local Capital in 2019-2020 for the Technology Replacement Reserve.

That the Board of Education of School District No. 61 (Greater Victoria) approve the transfer of \$100,000 to Local Capital in 2019-2020 for the Childcare Capital Reserve.

That the Board of Education of School District No. 61 (Greater Victoria) approve the Audited Financial Statements of School District No. 61 (Greater Victoria) for the year ended June 30, 2020; and that the Board Chair, the Superintendent and the Secretary-Treasurer be authorized to execute these statements, where applicable, on behalf of the Board.

# School District No. 61 (Greater Victoria)

Audit Findings Report for the year ended  
June 30, 2020

*KPMG LLP*

For meeting on September 21, 2020

[kpmg.ca/audit](http://kpmg.ca/audit)



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The contacts at KPMG in connection with this report are:

**Lenora Lee**  
Lead Audit Engagement Partner  
Tel: (250) 480-3588  
[lenoramlee@kpmg.ca](mailto:lenoramlee@kpmg.ca)

**Matt Meekes**  
Audit Manager  
Tel: (250) 480-3570  
[mmeekes@kpmg.ca](mailto:mmeekes@kpmg.ca)

# Executive summary



## Purpose of this report\*

The purpose of this Audit Findings Report is to assist you, as a member of the Audit Committee of the Board of Education (“Audit Committee”), in your review of the results of our audit of the financial statements of School District No. 61 (Greater Victoria) (the “District”) as at and for the year ended June 30, 2020.

This Audit Findings Report builds on the Audit Plan we presented to the Audit Committee.



## Changes from the Audit Plan

There have been no significant changes regarding our audit from the Audit Planning Report previously presented to you.



## Finalizing the Audit

As of the date of this report, we have completed the audit of the financial statements, with the exception of certain remaining procedures, which include amongst others:

- Completing our discussions with the Audit Committee
- Obtaining evidence of the Board’s approval of the financial statements
- Obtaining the signed management representation letter
- Reporting to the Office of the Auditor General for the purposes of reliance on our audit opinion in the audit of the summary financial statements of the Province

We will update the Audit Committee, and not solely the Chair (as required by professional standards), on significant matters, if any, arising from the completion of the audit, including the completion of the above procedures. Our auditors’ report will be dated upon the completion of any remaining procedures.

\*This Audit Findings Report should not be used for any other purpose or by anyone other than the Audit Committee. KPMG shall have no responsibility or liability for loss or damages or claims, if any, to or by any third party as this Audit Findings Report has not been prepared for, and is not intended for, and should not be used by, any third party or for any other purpose.





# Executive summary



## Audit risks and results

We discussed with you at the start of the audit a number of significant financial reporting risks. These risks have been addressed in our audit.

We also discussed with you some other areas of audit focus. We have no significant matters to report to the Audit Committee in respect of them.

See pages 4-7.



## Critical accounting estimates

Overall, we are satisfied with the reasonability of critical accounting estimates.

The critical areas of estimates relate to: impairment of assets, rates for amortization and employee future benefits.



## Significant accounting policies and practices

There have been no initial selections of, or changes to, significant accounting policies and practices to bring to your attention.



# Executive summary



## Adjustments and differences

We did not identify any adjustments that were corrected in the financial statements.

We did not identify any adjustments that were communicated to management and subsequently corrected in the financial statements.



## Control and other observations

We did not identify any control deficiencies that we determined to be significant deficiencies in Internal Control over Financial Reporting



## Independence

As required by professional standards, we have considered all relationships between KPMG and the District that may have a bearing on independence. We confirm that we are independent with respect to the District within the meaning of the relevant rules and related interpretations prescribed by the relevant professional bodies in Canada and any applicable legislation or regulation from July 1, 2019 up to the date of this report.





# Audit risks and results

We highlight our significant findings in respect of significant financial reporting risks as identified in our discussion with you in the Audit Plan, as well as any additional significant risks identified.

## Significant financial reporting risks

Fraud risk from management override of controls

## Our response and significant findings

- As the risk is not rebuttable, our audit methodology incorporates the required procedures in professional standards to address this risk. These procedures include testing of journal entries and other adjustments, performing a retrospective review of estimates and evaluating the business rationale of significant unusual transactions.
- We noted no issues or concerns arising from these procedures.

# COVID-19 – Audit and financial reporting considerations

Audit Considerations	Audit Implications
<b>Timing of the year-end audit work</b>	<ul style="list-style-type: none"> <li>– KPMG performed the audit entirely remotely as part of the Canada’s efforts to “flatten the curve” and reduce the spread of the virus. We utilized technology as necessary to perform the engagement remotely and where necessary modified the audit approach to review primarily digital evidence.</li> </ul>
<b>General considerations</b>	<ul style="list-style-type: none"> <li>– We obtained an understanding of temporary changes to process activities and controls which have been implemented to ensure that our audit procedures are appropriate.</li> </ul>
<b>Nature of operations</b>	<ul style="list-style-type: none"> <li>– We performed additional audit testing to corroborate management’s assessment of the impact of COVID-19 on the District’s operations.</li> <li>– Based on the testing noted above, we assessed the completeness and accuracy of disclosures included in the notes to the financial statements related to the impacts of COVID-19 on the District’s operations.</li> </ul>
<b>Accounts receivable</b>	<ul style="list-style-type: none"> <li>– We assessed collectability of accounts receivable which are comprised mostly of amounts owing from government sources.</li> </ul>
<b>Accounts payable and accrued liabilities, and expenditures</b>	<ul style="list-style-type: none"> <li>– Due to the potential for delays in receiving vendor invoices in the COVID-19 climate, we performed an enhanced review of management’s assessment and calculation of significant accruals.</li> </ul>
<b>Deferred revenue</b>	<ul style="list-style-type: none"> <li>– We considered changes in program delivery and timing and assessed the accuracy and completeness of deferred revenue reclassified to accounts payable for amounts that will no longer be recognized as revenue.</li> </ul>
<b>Pension and post-employment benefits</b>	<ul style="list-style-type: none"> <li>– We assessed changes to actuarial assumptions between the measurement date of March 31, 2020 used by the Ministry’s actuary and reporting date of June 30, 2020.</li> </ul>
<b>Going concern</b>	<ul style="list-style-type: none"> <li>– We assessed the District’s going concern assessment and did not identify material uncertainty in the ability to sustain operations for the 2020/2021 fiscal year. No emphasis of matter was considered necessary in the auditors’ report to note material uncertainty related to going concern.</li> <li>– We noted no material errors related to the accuracy, presentation and disclosure of the impacts of COVID-19 to the District.</li> </ul>





# Audit risks and results

Significant findings from the audit regarding other areas of focus are as follows:

## Other area of focus

Auditors' Opinion –  
Compliance Framework

## Our response and significant findings

- The financial statements are prepared under Canadian Public Sector Accounting (“PSA”) standards, supplemented by the requirements of Regulations 257/2010 and 198/2011 issued by the Province of British Columbia Treasury Board.
- These regulations direct the District to apply PSA, except in regard to accounting for restricted contributions. Under the regulations, capital contributions are to be deferred and amortized on the same basis as the amortization of the related tangible capital assets, not in accordance with the underlying stipulations on the funding, as required under PSA.
- As a result, the District’s revenue recognized in the statement of operations and certain related deferred capital revenue would have been recorded differently under Canadian Public Sector Accounting Standards.
- The Office of the Auditor General (“OAG”) has requested additional reporting, under the Group Auditor requirements, in order to perform the consolidation of the Provincial Accounts under the PSA standards.
- Differences greater than OAG’s reporting threshold were reported with respect to restricted funding received from non-government sources.

Tangible capital assets

- During the year the District incurred \$20.5 million in tangible capital additions.
- \$17.9 million relates to buildings projects, with \$13.3 million of the building additions related to bylaw capital expenditures, \$0.2million related to MOE restricted capital, \$1 million from local capital and \$5.1 million from other sources. Significant expenditures for projects during the year include:
  - \$10 million of bylaw capital for seismic upgrades for Campus View Elementary (\$0.8 million), Victoria High School (\$5.1 million) and Braefoot Elementary (\$4.1 million) schools
  - \$2.8 million in bylaw capital related to AFG capital expenditures
- We selected a sample of additions for testing and inspected the supporting invoices to determine if the amount recognized agreed, was capital in nature, and eligible per the funding sources.
- A reasonability assessment of amortization expense recorded during the year based on estimated useful life of capital assets was performed.
- We reviewed agreements for contractual commitments and related disclosure requirements.
- No issues or adjustments were noted.





# Audit risks and results

Significant findings from the audit regarding other areas of focus are as follows:

Other area of focus	Our response and significant findings
Procurement	<ul style="list-style-type: none"><li>• We performed analytical procedures on non-payroll expenditures as compared to the amended budget.</li><li>• We reviewed the policy for reimbursement of personal expenses on official District business and selected a sample of employee reimbursements for testing.</li><li>• For the samples selected, we inspected the reimbursement form and supporting receipts to determine if the expenses claimed were within the policy and the reimbursements were appropriately authorized.</li><li>• No issues were noted.</li></ul>
Classroom Enhancement Funds	<ul style="list-style-type: none"><li>• During the year, the District received Classroom Enhancement Funds (CEF) of \$19.5 million. Of this amount, \$17.1 million related to staffing costs and \$0.8 million related to overhead costs, \$1.6 million related to remedies. These funds are restricted for the purposes of implementing restored class size and composition limits.</li><li>• We agreed the amount of funds received to the confirmation letter from the Ministry.</li><li>• We tested the receipt and use of Classroom Enhancement Funds to determine if revenue collected was accurate and has been used for its intended purpose based on funding restrictions.</li><li>• During the year, the District spent \$18 million of the grant and \$1.8 million is unspent at June 30, 2020. We noted the amounts have been correctly classified as Special Purpose Funds and deferred according to the Ministry's guidelines.</li><li>• KPMG obtained an understanding of the process which the District used to determine extra costs relating to CEF staffing and overhead.</li><li>• KPMG tested the assumptions related to each input used for the District's submission of forecasted costs to the Ministry for reasonability such as average teacher salary and benefit costs.</li><li>• No errors or issues were noted arising from the audit procedures performed.</li></ul>



# Audit risks and results

Significant findings from the audit regarding other areas of focus are as follows:

## Other area of focus

## Our response and significant findings

Employee future benefits and salaries

- The Ministry of Education, on behalf of all School Districts in BC, engages an external actuary to determine the obligations and related costs for both vested and non-vested benefits, which include sick leave, retirement incentive, severance and vacation offered as part of the District's collective agreements.
- In the 2019 fiscal year, a full actuarial valuation of the obligation was performed. The June 30, 2020 liability was based on the valuation and extrapolation as of March 31, 2020. The full valuation occurs every three years.
- We assessed the competence, capabilities and objectivity of the actuary in performing the actuarial valuation and noted no issues.
- In the current year, we agreed the amounts disclosed in the notes to the financial statements to the actuarial extrapolation based on the March 31, 2020 valuation.
- The District's Accrued Benefit Obligation ("ABO") is calculated annually at March 31 (early measurement date) by the actuary, Mercer, and is used as the basis for estimating the employee future benefit liability as at June 30, 2020. Accounting Standards require that any significant changes in assumptions between the measurement date and the financial statement date should be evaluated to determine its impact on the actuarial valuation for retirement benefits.
- Due to the impacts of COVID-19 and collective agreements being ratified after March 31, 2020, the external actuary noted that updated discount rate and salary increase assumptions to June 30, 2020 would increase the accrued benefit obligation by 3.5% to 5.5%. The difference is not considered significant to adjust or disclose in the financial statement notes, and will be adjusted by the actuary into the fiscal 2021 valuation.
- We noted no adjustments related to employee future benefits.



# Financial statement presentation and disclosure

The presentation and disclosure of the financial statements are, in all material respects, in accordance with the Entity's relevant financial reporting framework. Misstatements, including omissions, if any, related to disclosure or presentation items are in the management representation letter.

We also highlight the following:

## Form, arrangement, and content of the financial statements

Adequate

## Application of accounting pronouncements issued but not yet effective

### Asset Retirement Obligations

- A new standard has been approved that is effective for fiscal years beginning on or after April 1, 2022.
- The new standard addresses the recognition, measurement, presentation and disclosure of legal obligations associated with retirement of tangible capital assets in productive use. Retirement costs would be recognized as an integral cost of owning and operating tangible capital assets. PSAB currently contains no specific guidance in this area.
- The ARO standard would require the public sector entity to record a liability related to future costs of any legal obligations to be incurred upon retirement of any controlled tangible capital assets ("TCA"). The amount of the initial liability would be added to the historical cost of the asset and amortized over its useful life.
- The Ministry requested a preliminary estimate of asset retirement obligations for all School Districts in BC be submitted in July 2020. The District's has provided this estimate and should continue to be refine it before the adoption date to:
  - consider how the additional liability will impact net debt, as a new liability will be recognized with no corresponding increase in a financial asset;
  - carefully review legal agreements, senior government directives and legislation in relation to all controlled TCA to determine if any legal obligations exist with respect to asset retirements;
  - refine estimates related to remediation, discount rate and inflation rate as significant inputs into the overall liability valuation.

# Adjustments and differences



**Adjustments and differences identified during the audit have been categorized as “Corrected adjustments” or “Uncorrected differences”. These include disclosure adjustments and differences.**

Professional standards require that we request of management and the audit committee that all identified adjustments or differences be corrected. We have already made this request of management.

## Corrected adjustments

We did not identify any adjustments that were communicated to management and subsequently corrected in the financial statements.

## Uncorrected differences

We did not identify differences that remain uncorrected.

# Selected financial information

As part of the audit, there are certain key ratios and trends that we review. We share these ratios with the Board and welcome any questions related to our interpretation of trends.

*Note: the following financial information is taken from the annual audited financial statements prepared in accordance with Public Sector Accounting Standards and Treasury Board Regulations. The provincial averages are taken from data reported to the BC Government and is available to the public on the Ministry of Education financial reporting website. At the time of issuance of this report, the provincial data for fiscal 2020 was not yet available, as such all charts comparing the district and the provincial average are based on fiscal 2019 data. They have been included for comparative purposes.*

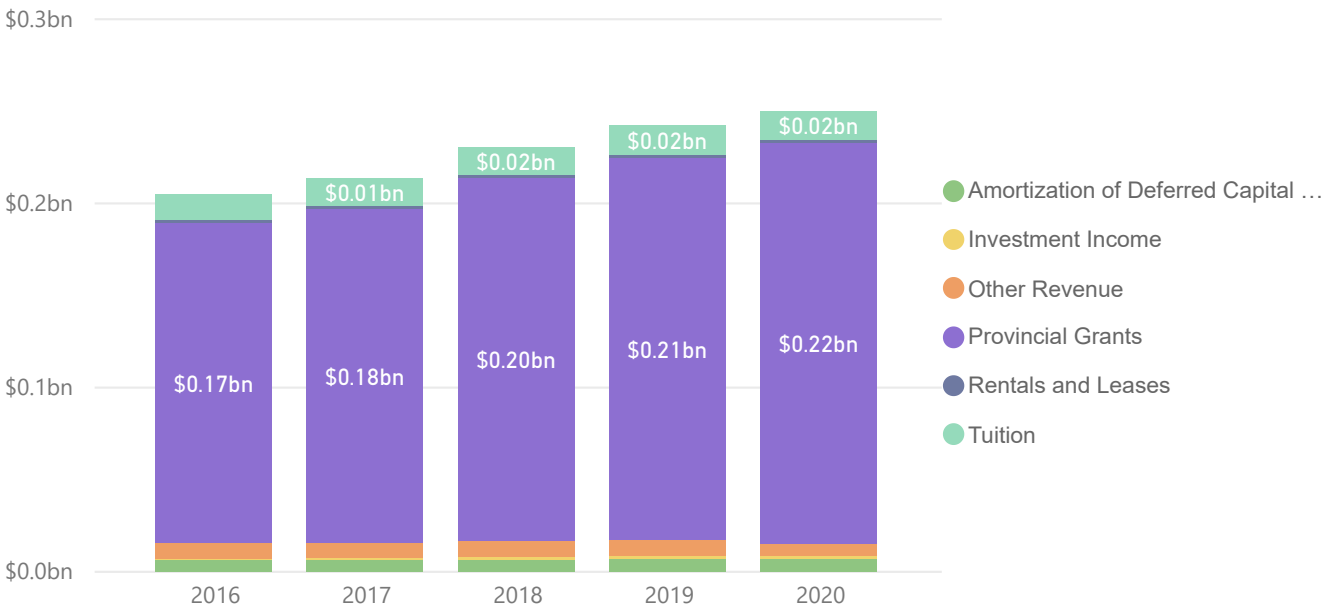




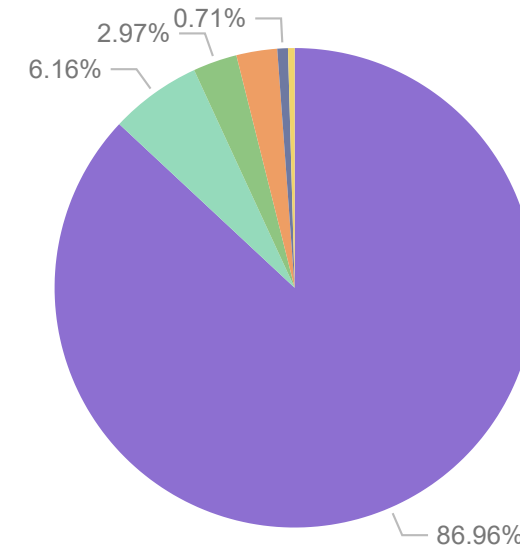
# Revenue Analysis



Revenue by Category (SD 61 (Greater Victoria))



Proportional Revenue by Source 2020 (SD 61 (Greater Victoria))



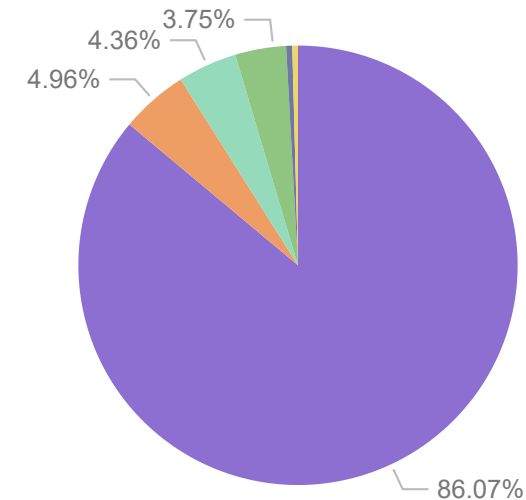
Total current year revenues increased by 3.03% as compared to prior year with provincial grant revenue increasing of 5.09% and tuition revenue decreasing by 3.89%.

The trend in operating grant revenue growth since 2015 is reflective of the increases in enrollment numbers experienced by the School District and variability in operating fund grants. Tuition revenues have decreased in the current year as many international students were unable to participate in classes over the final 3 months of the school year due to the COVID-19 pandemic.

The proportionate composition of the School District's revenue is consistent with that of the selected comparatives.

**Data Source:** Ministry of Education District Reports and 2019/2020 SD#61 Financial Statements

Proportional Revenue by Source - Peer Group Average 2019



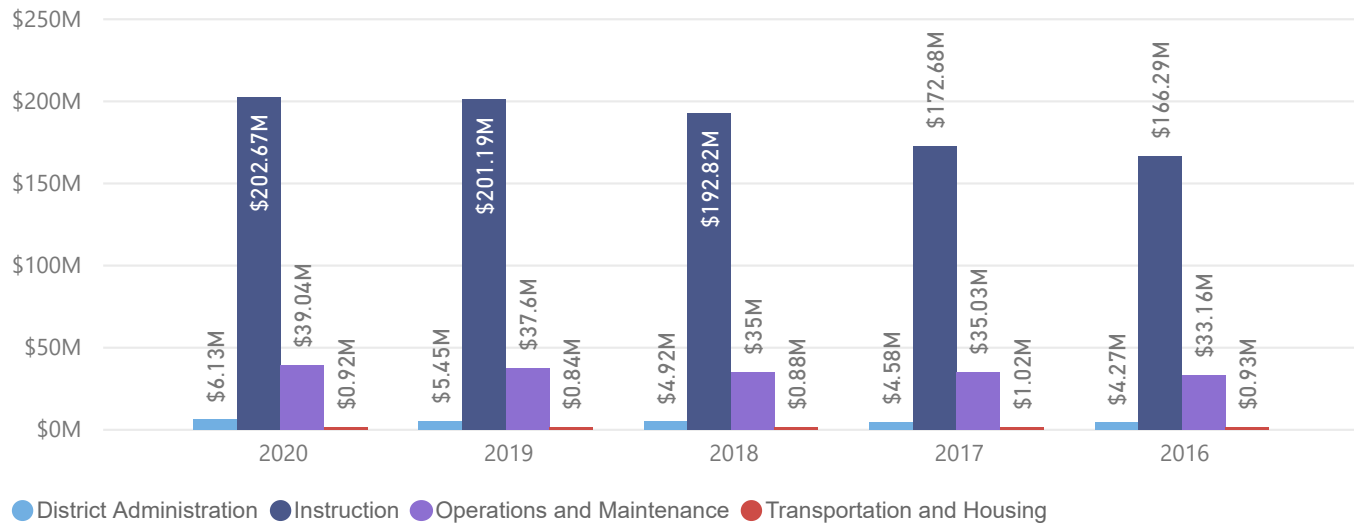
Peer Group

- 61 Greater Victoria
- 62 Sooke
- 63 Saanich
- 68 Nanaimo-Ladysmith
- 71 Comox Valley
- 79 Cowichan Valley

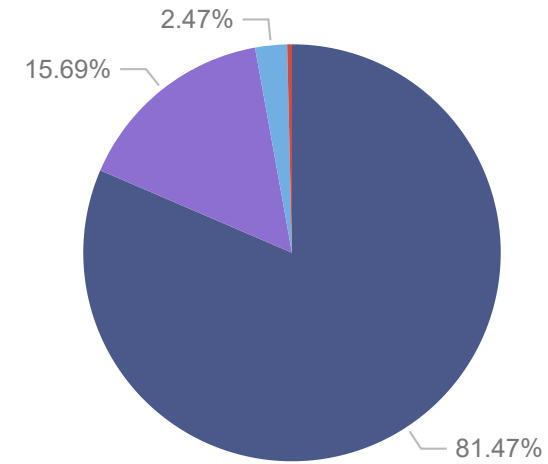
# Expense by Function Analysis



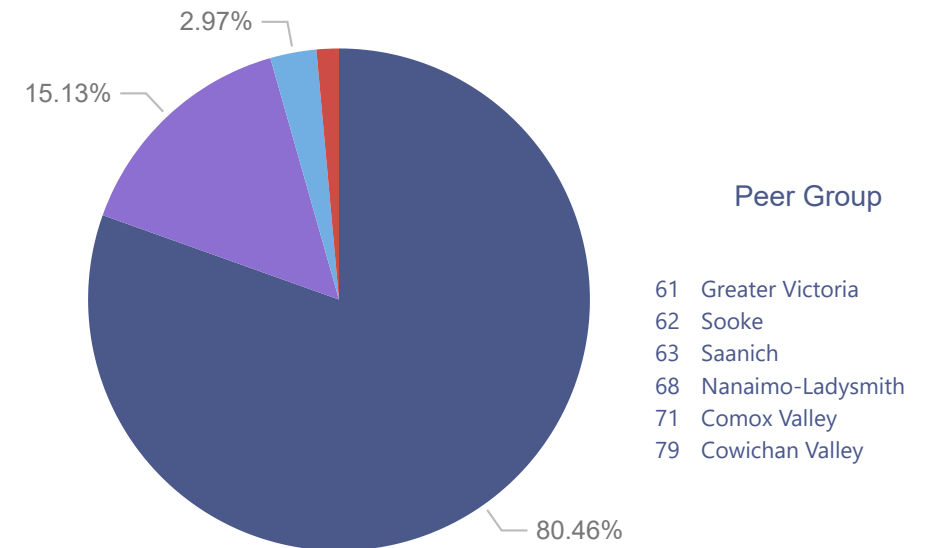
Expense by Function



Proportional Expense by Source 2020 (SD 61 (Greater Victoria))



Proportional Expense by Source - Peer Group Average 2019



Instruction expenses represent the largest portion of expenses by function, representing 81.47% of total expenses in 2020. Instruction expenses are closely related to enrollment numbers. The year to year increase reflects growth in students as well as increases from collective agreements.

Operations & Maintenance represent the second largest expense to the School District comprising approximately 15.69% of total expenses. District Administration represents 2.47% of the School District's operating expenditures which has remained at a consistent level over the past 5 years.

The proportionate composition of the School District's expenses by function is consistent with that of the selected comparatives.

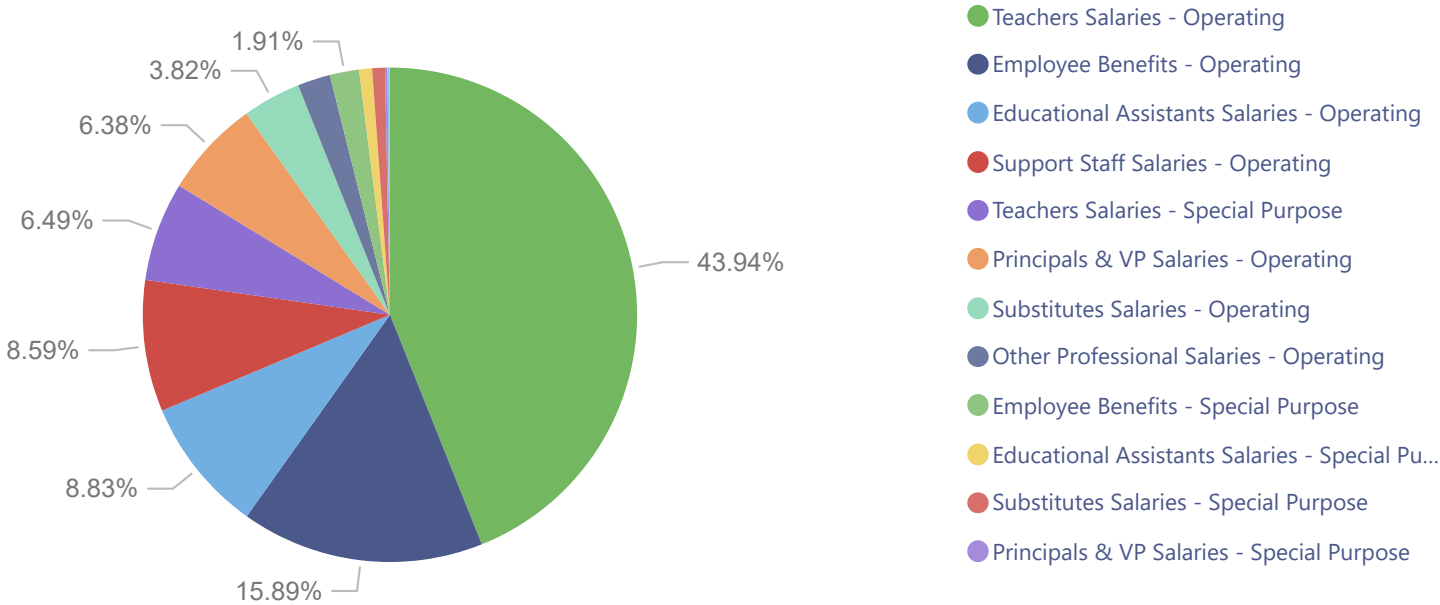
**Data Source:** Ministry of Education District Reports and 2019/2020 SD#61 Financial Statements



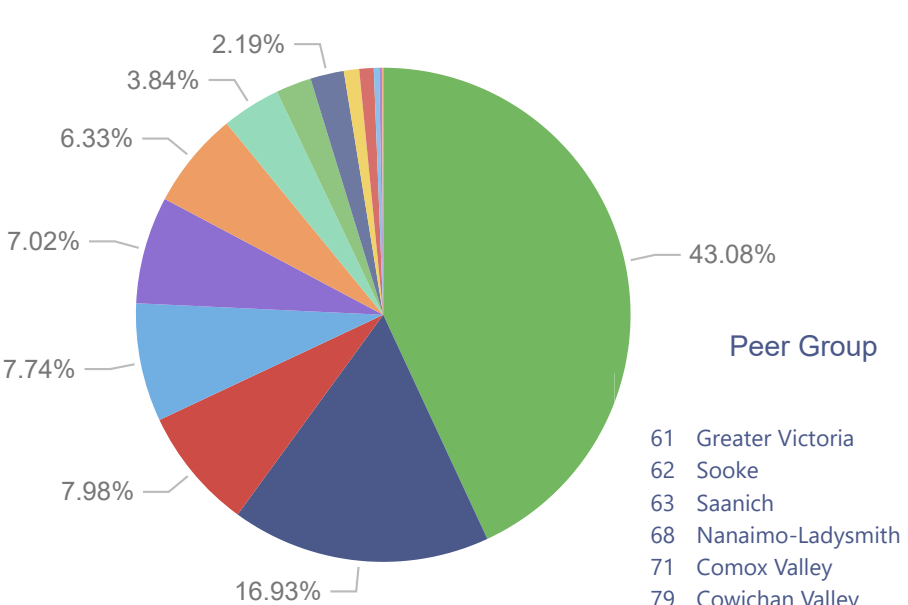
# Expense by Object Analysis



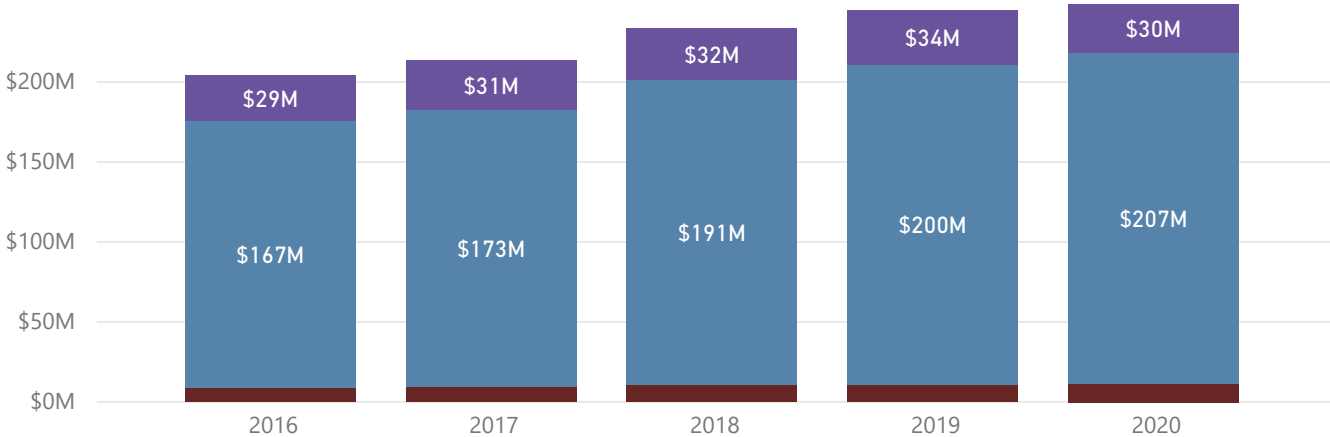
Proportional Expense by Object 2020 (SD 61 (Greater Victoria))



Proportional Expense by Object - Peer Group Average 2019



Expense by Object



Total expenses have grown steadily since 2016 which is in line with increases in enrollment, salary costs and inflation. Salaries & benefits represent 83.25% of total expenses in 2020. Salaries & benefits in the current year have increased by 3.35% as compared to prior year as a result of collective agreement adjustments, an increase in enrollment and the classroom enhancement funding received and spent in the year.

Other expenses such as services & supplies and amortization represent approximately 16.75% of the School District's expenses and have remained relatively consistent when compared to the increase in enrollment.

The proportionate composition of the School District's expenses by object is consistent with that of the selected comparatives.

**Data Source:** Ministry of Education District Reports and 2019/2020 SD#61 Financial Statements

# Annual Surplus and Accumulated Surplus Analysis



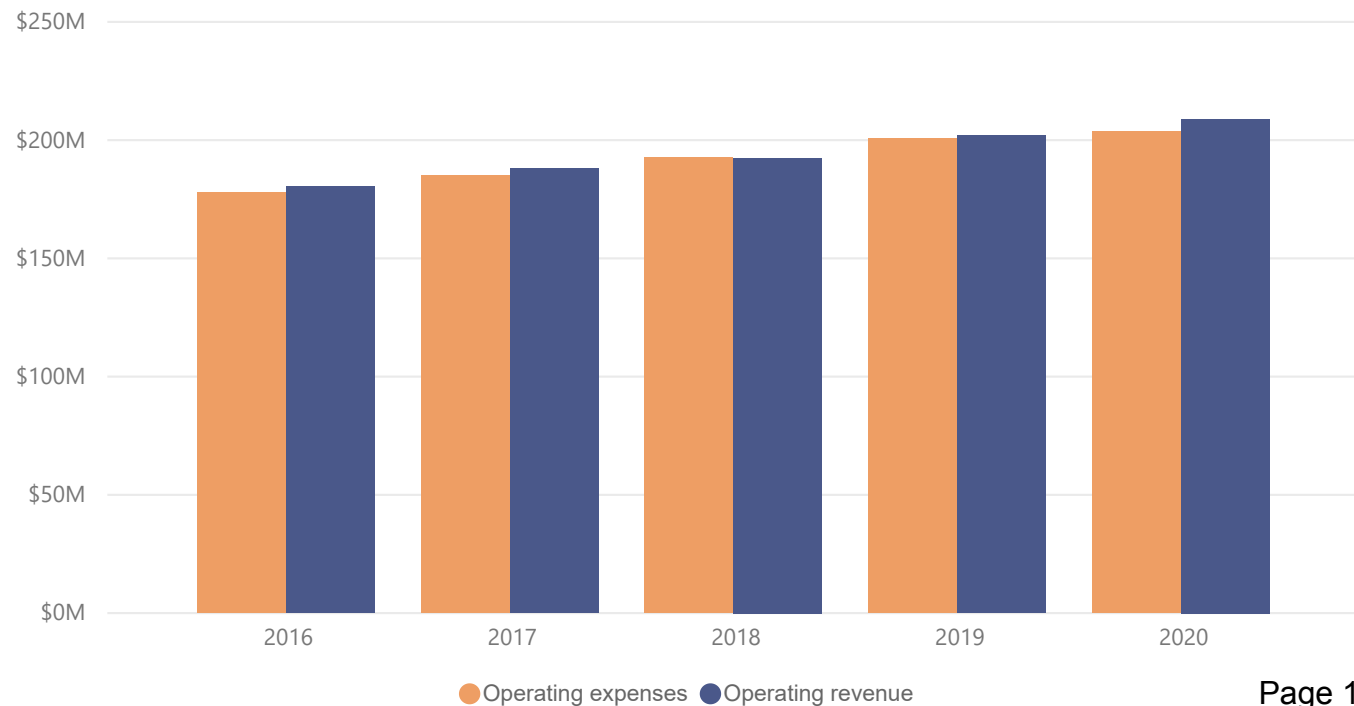
## School District No. 61 (Greater Victoria)

Surplus/Deficit- operating fund	Accumulated surplus- capital fund	Accumulated surplus- operating fund	Unrestricted operating surplus
5,221,324	47,614,200	17,949,796	29,582

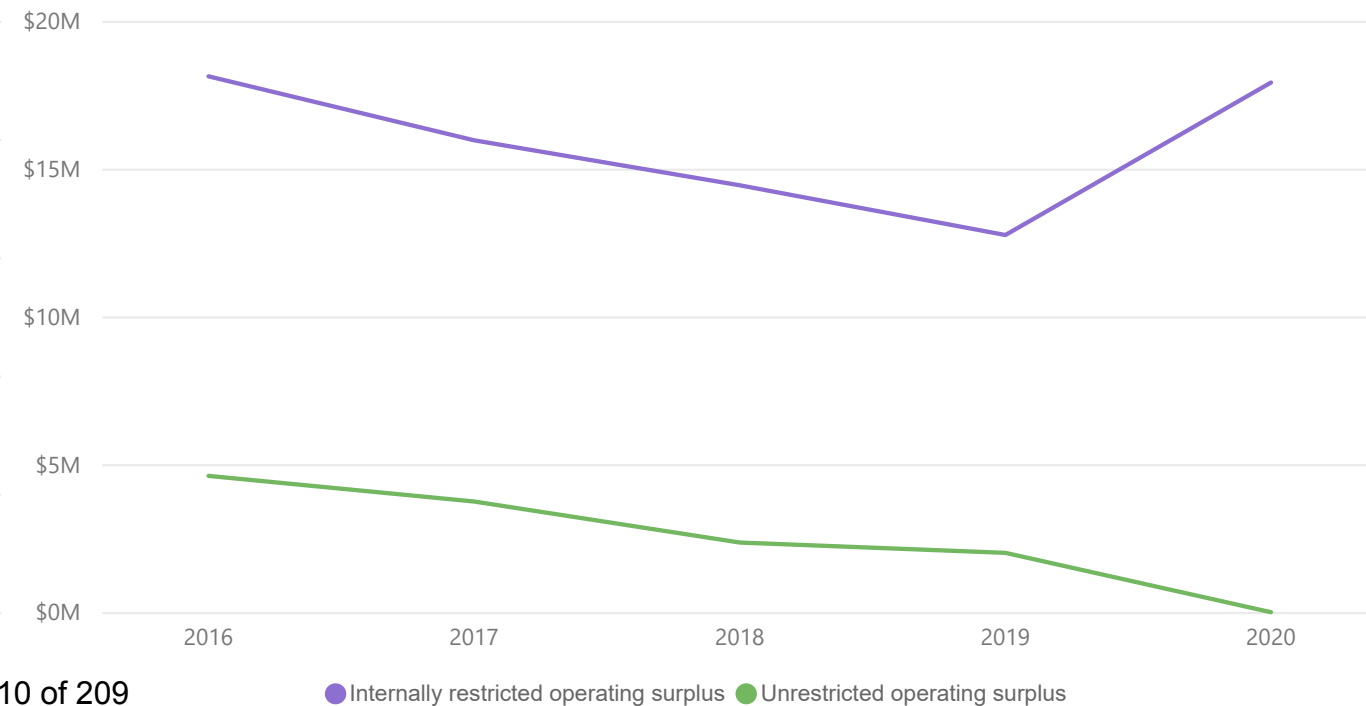
Over the last 5 years as presented, the District has reported increasing revenue and expenses. The operating surplus has been decreasing, with exception of 2020, as the District has encouraged the use of carry forward capital and school carry forward surpluses. The increase in 2020 is due to unexpected savings as a result of the COVID-19 pandemic.

In the current year the annual operating surplus is \$17.97M, of which \$17.94M is restricted for school activities, district activities and appropriated for the 2020/21 budget.

Annual Surplus



Accumulated Surplus



# School Generated Funds



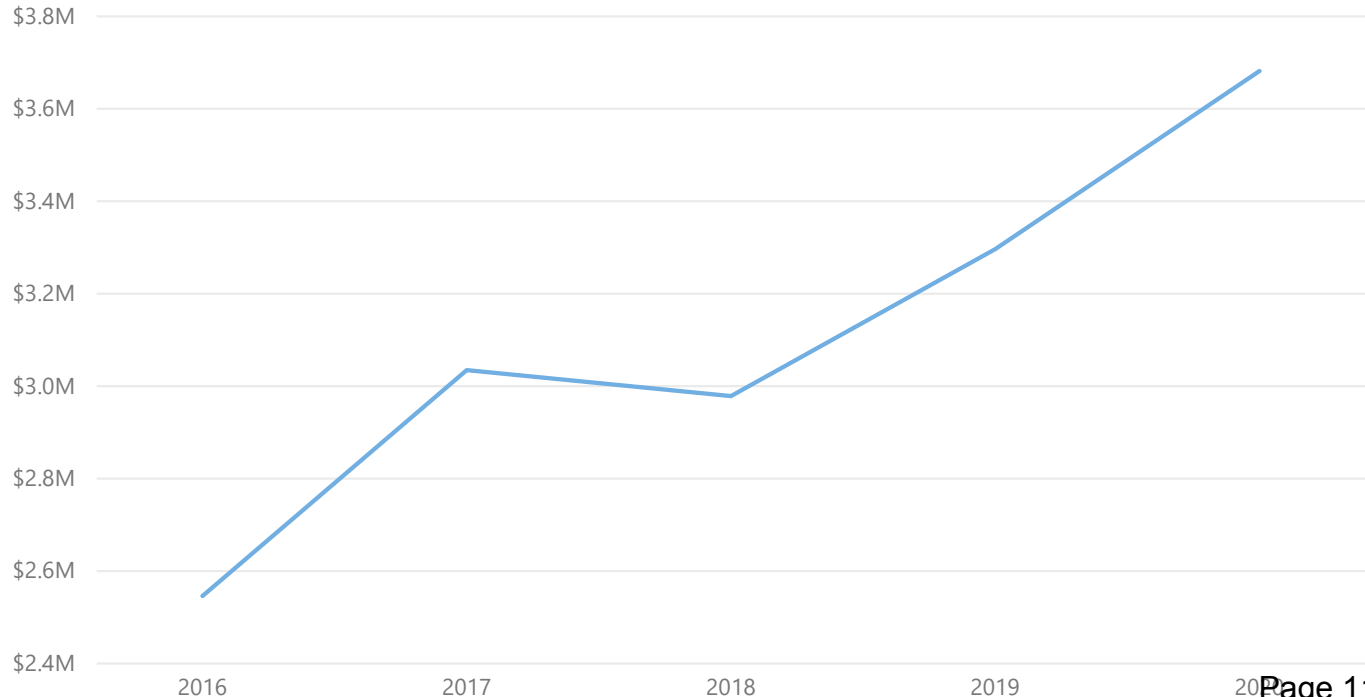
## School District No. 61 (Greater Victoria)

2020 School Generated Funds: 3,681,822  
 2020 Change in School Generated Funds: 11.69%

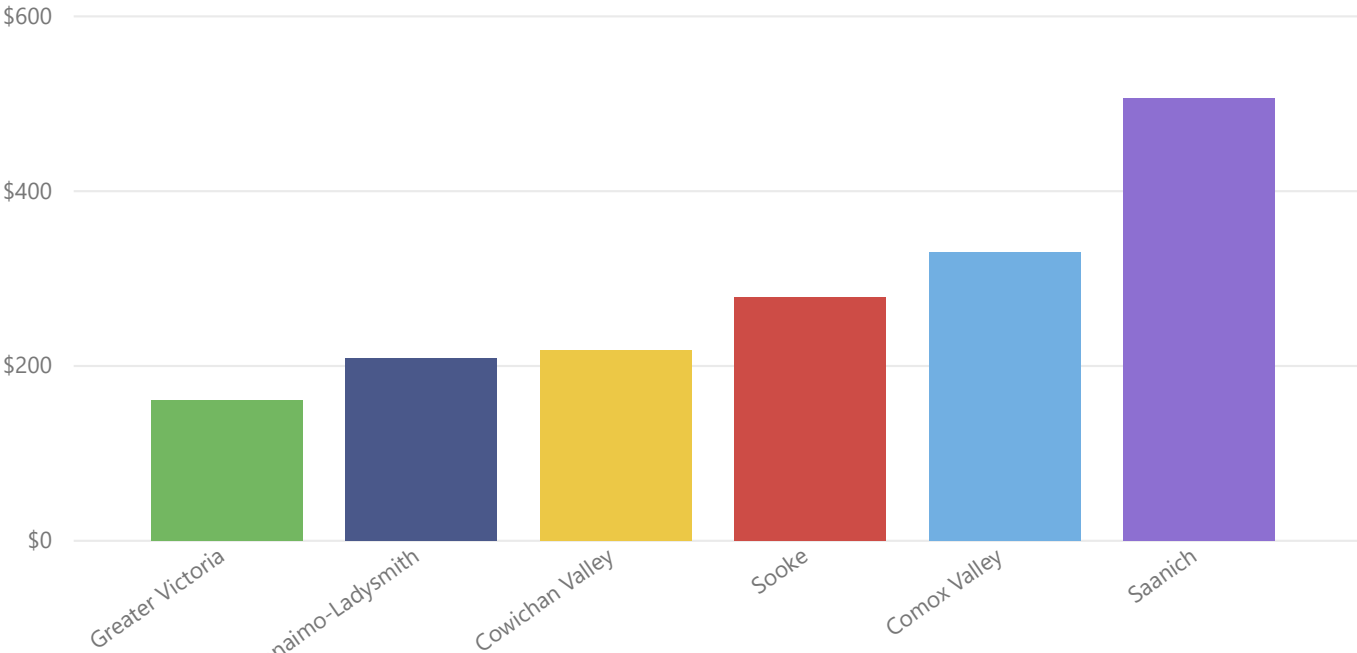
School generated funds per student represents monies generated by schools within the district on a per student student basis. The chart below shows that the district's schools generate a relatively smaller amount of funds when compared with similarly sized districts. The balance increased during the year as school generated monies collected were unable to be utilized during the last 3 months of the school year due to COVID-19 pandemic. The comparative data presented relates to fiscal 2019.

**Data Source:** Ministry of Education District Reports and 2019/2020 SD#61 Financial Statements

School Generated Funds



School Generated Funds per Student FTE 2019





# Appendices



**Appendix 1: Required communications**



**Appendix 2: Auditors' Report**



**Appendix 3: Management Representation Letter**



**Appendix 4: Audit Quality and Risk Management**



**Appendix 5: Current Developments**

# Appendix 1: Required communications



In accordance with professional standards, there are a number of communications that are required during the course of and upon completion of our audit. These include:



## Auditors' report

The conclusion of our audit is set out in our draft auditors' report as attached.



## Management representation letter

In accordance with professional standards, copies of the management representation letter are provided to the Audit Committee. The management representation letter is attached.



## Engagement letter

The objectives of the audit, our responsibilities in carrying out our audit, as well as management's responsibilities, are set out in the engagement letter and any subsequent amendment letters as provided by management.

# Appendix 2: Auditors' Report

To the Board of Education of School District No. 61 (Greater Victoria), and

To the Minister of Education, Province of British Columbia

## Opinion

We have audited the financial statements of School District No. 61 (Greater Victoria) (the Entity), which comprise:

- the statement of financial position as at June 30, 2020
- the statement of operations for the year then ended
- the statement of changes in net financial assets for the year then ended
- the statement of cash flows for the year then ended
- and notes to the financial statements, including a summary of significant accounting policies

(Hereinafter referred to as the “financial statements”).

In our opinion, the accompanying financial statements are prepared, in all material respects, in accordance with the financial reporting provisions of Section 23.1 of the Budget Transparency and Accountability Act of the Province of British Columbia.

## Basis for Opinion

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

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

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

## Emphasis of Matter – Financial Reporting Framework

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

Our opinion is not modified in respect of this matter.

## Other Information

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

- Unaudited Schedules 1-4 attached to the audited financial statements



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

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

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

We have nothing to report in this regard.

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

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

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

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

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

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

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

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

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

We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion.  
The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Entity's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.

- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Entity's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditors' report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditors' report. However, future events or conditions may cause the Entity to cease to continue as a going concern.
- Communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.



# Appendix 3: Management Representation Letter

Date of Board approval of financial statements

Ladies and Gentlemen:

We are writing at your request to confirm our understanding that your audit was for the purpose of expressing an opinion on the financial statements (hereinafter referred to as "financial statements") of School District No. 61 ("the District"), as at and for the period June 30, 2020.

General:

We confirm that the representations we make in this letter are in accordance with the definitions as set out in **Attachment I** to this letter.

We also confirm that, to the best of our knowledge and belief, having made such inquiries as we considered necessary for the purpose of appropriately informing ourselves:

## **RESPONSIBILITIES:**

- 1) We have fulfilled our responsibilities, as set out in the terms of the engagement letter dated August 9, 2018, including for:
  - a) the preparation of the financial statements and believe that these financial statements have been prepared and present fairly in accordance with the relevant financial reporting framework.
  - b) providing you with all information of which we are aware that is relevant to the preparation of the financial statements ("relevant information"), such as financial records, documentation and other matters, including:
    - the names of all related parties and information regarding all relationships and transactions with related parties;
    - the complete minutes of meetings, or summaries of actions of recent meetings for which minutes have not yet been prepared, of the Board of Trustees and committees of the Board of Trustees that may affect the financial statements. All significant actions are included in such summaries.
  - c) providing you with unrestricted access to such relevant information.
  - d) providing you with complete responses to all enquiries made by you during the engagement.
  - e) providing you with additional information that you may request from us for the purpose of the engagement.
  - f) providing you with unrestricted access to persons within the Entity from whom you determined it necessary to obtain audit evidence.
  - g) such internal control as we determined is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error. We also acknowledge and understand that we are responsible for the design, implementation and maintenance of internal control to prevent and detect fraud.
  - h) ensuring that all transactions have been recorded in the accounting records and are reflected in the financial statements.

- i) ensuring that internal auditors providing direct assistance to you, if any, were instructed to follow your instructions and that we, and others within the entity, did not intervene in the work the internal auditors performed for you.

**INTERNAL CONTROL OVER FINANCIAL REPORTING:**

- 2) We have communicated to you all deficiencies in the design and implementation or maintenance of internal control over financial reporting of which we are aware.

**FRAUD & NON-COMPLIANCE WITH LAWS AND REGULATIONS:**

- 3) We have disclosed to you:
  - a) the results of our assessment of the risk that the financial statements may be materially misstated as a result of fraud.
  - b) all information in relation to fraud or suspected fraud that we are aware of that involves:
    - management;
    - employees who have significant roles in internal control over financial reporting; or
    - otherswhere such fraud or suspected fraud could have a material effect on the financial statements.
  - c) all information in relation to allegations of fraud, or suspected fraud, affecting the financial statements, communicated by employees, former employees, analysts, regulators, or others.
  - d) all known instances of non-compliance or suspected non-compliance with laws and regulations, including all aspects of contractual agreements, whose effects should be considered when preparing financial statements.
  - e) all known actual or possible litigation and claims whose effects should be considered when preparing the financial statements.

**SUBSEQUENT EVENTS:**

- 4) All events subsequent to the date of the financial statements and for which the relevant financial reporting framework requires adjustment or disclosure in the financial statements have been adjusted or disclosed.

**RELATED PARTIES:**

- 5) We have disclosed to you the identity of the Entity's related parties.
- 6) We have disclosed to you all the related party relationships and transactions/balances of which we are aware.
- 7) All related party relationships and transactions/balances have been appropriately accounted for and disclosed in accordance with the relevant financial reporting framework.

**EMPLOYEE FUTURE BENEFITS:**

- 8) The employee future benefits costs and obligations have been determined, accounted for and disclosed in accordance with the financial reporting framework.
- 9) All arrangements (contractual or otherwise) by which programs have been established to provide employee benefits have been disclosed to you and included in the determination of employee future benefits costs and obligations.

- 10) The assumptions included in the actuarial valuation are those that management instructed Mercer to use in computing amounts to be used by the Entity in determining non-pension post employment benefit costs and obligations and in making required disclosures in the above-named financial statements, in accordance with the relevant financial reporting framework
- 11) The source data and plan provisions provided to the actuary for preparation of the actuarial valuation are accurate and complete.

**ENVIRONMENTAL MATTERS:**

- 12) The District has appropriately recognized, measured and disclosed liabilities for contaminated sites in the financial statements.

**ESTIMATES:**

- 13) Measurement methods and significant assumptions used by us in making accounting estimates, including those measured at fair value, are reasonable.

**GOING CONCERN:**

- 14) We have provided you with all information relevant to the use of the going concern assumption in the financial statements.
- 15) We confirm that we are not aware of material uncertainties related to events or conditions that may cast significant doubt upon the Entity's ability to continue as a going concern.

**NON-SEC REGISTRANTS OR NON-REPORTING ISSUERS:**

- 16) We confirm that the Entity is not a Canadian reporting issuer (as defined under any applicable Canadian securities act) and is not a United States Securities and Exchange Commission ("SEC") Issuer (as defined by the Sarbanes-Oxley Act of 2002).
- 17) We also confirm that the financial statements of the Entity will not be included in the group financial statements of a Canadian reporting issuer audited by KPMG or an SEC Issuer audited by any member of the KPMG organization.

**OTHER:**

- 18) The amounts reported as differences between accounting for Non-Provincial restricted contributions in accordance with the Restricted Contributions Regulation as compared to Public Sector Accounting Standards for the purpose of reporting to the Office of the Auditor General are complete and accurate.

Yours very truly,  
SCHOOL DISTRICT NO. 61 (GREATER VICTORIA)

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By: Kim Morris, Secretary-Treasurer

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By: Katrina Stride, Associate Secretary-Treasurer

## **Attachment I - Definitions**

### **MATERIALITY**

Certain representations in this letter are described as being limited to matters that are material. Misstatements, including omissions, are considered to be material if they, individually or in the aggregate, could reasonably be expected to influence the economic decisions of users taken on the basis of the financial statements. Judgments about materiality are made in light of surrounding circumstances, and are affected by the size or nature of a misstatement, or a combination of both.

### **FRAUD & ERROR**

Fraudulent financial reporting involves intentional misstatements including omissions of amounts or disclosures in financial statements to deceive financial statement users.

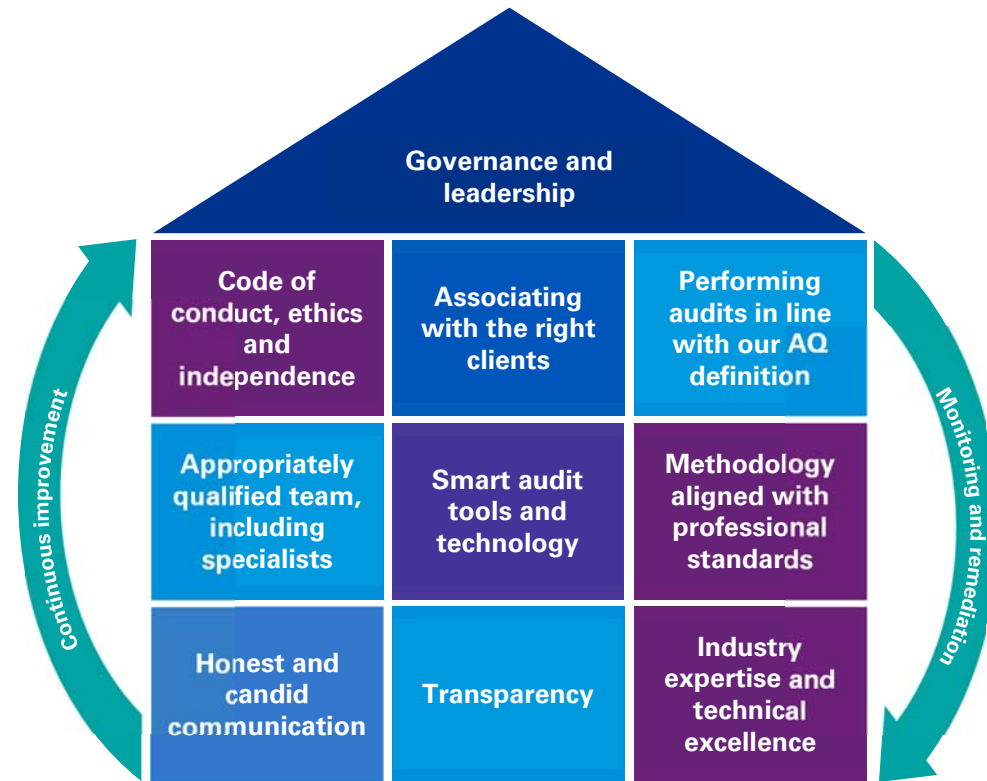
Misappropriation of assets involves the theft of an entity's assets. It is often accompanied by false or misleading records or documents in order to conceal the fact that the assets are missing or have been pledged without proper authorization.

An error is an unintentional misstatement in financial statements, including the omission of an amount or a disclosure.

# Appendix 4: Audit Quality and Risk Management

KPMG maintains a system of quality control designed to reflect our drive and determination to deliver independent, unbiased advice and opinions, and also meet the requirements of Canadian professional standards.

Quality control is fundamental to our business and is the responsibility of every partner and employee. The following diagram summarizes the key elements of our quality control system.



Audit Quality Framework

## What do we mean by audit quality?

Audit Quality (AQ) is at the core of everything we do at KPMG.

We believe that it is not just about reaching the right opinion, but how we reach that opinion.

We define 'audit quality' as being the outcome when audits are:

- Executed consistently, in line with the requirements and intent of applicable professional standards within a strong system of quality controls and
- All of our related activities are undertaken in an environment of the utmost level of **objectivity, independence, ethics, and integrity**.

Our AQ Framework summarises how we deliver AQ. Visit our [Audit Quality Resources page](#) for more information including access to our [Audit Quality and Transparency report](#).

# Appendix 5: Current developments

## Public Sector Accounting Standards

Standard	Summary and implications
Impact of COVID-19	<ul style="list-style-type: none"> <li>– In response to the impact of COVID-19 on public sector entities, PSAB has approved deferral of all upcoming accounting standards by one year and will issue non-authoritative guidance on the effects of COVID-19.</li> </ul>
Asset Retirement Obligations	<ul style="list-style-type: none"> <li>– The new standard is effective for fiscal years beginning on or after April 1, 2022. The effective date was deferred by one year due to COVID-19.</li> <li>– The new standard addresses the recognition, measurement, presentation and disclosure of legal obligations associated with retirement of tangible capital assets in productive use. Retirement costs will be recognized as an integral cost of owning and operating tangible capital assets. PSAB currently contains no specific guidance in this area.</li> <li>– The ARO standard will require the public sector entity to record a liability related to future costs of any legal obligations to be incurred upon retirement of any controlled tangible capital assets (“TCA”). The amount of the initial liability will be added to the historical cost of the asset and amortized over its useful life.</li> <li>– As a result of the new standard, the public sector entity will have to:               <ul style="list-style-type: none"> <li>• consider how the additional liability will impact net debt, as a new liability will be recognized with no corresponding increase in a financial asset;</li> <li>• carefully review legal agreements, senior government directives and legislation in relation to all controlled TCA to determine if any legal obligations exist with respect to asset retirements;</li> <li>• begin considering the potential effects on the organization as soon as possible to coordinate with resources outside the finance department to identify AROs and obtain information to estimate the value of potential AROs to avoid unexpected issues.</li> </ul> </li> </ul>
Revenue	<ul style="list-style-type: none"> <li>– The new standard is effective for fiscal years beginning on or after April 1, 2023. The effective date was deferred by one year due to COVID-19.</li> <li>– The new standard establishes a single framework to categorize revenues to enhance the consistency of revenue recognition and its measurement.</li> <li>– The standard notes that in the case of revenues arising from an exchange transaction, a public sector entity must ensure the recognition of revenue aligns with the satisfaction of related performance obligations.</li> <li>– The standard notes that unilateral revenues arise when no performance obligations are present, and recognition occurs when there is authority to record the revenue and an event has happened that gives the public sector entity the right to the revenue.</li> </ul>

# Appendix 5: Current developments (continued)

## Public Sector Accounting Standards

Standard	Summary and implications
Employee Future Benefit Obligations	<ul style="list-style-type: none"> <li data-bbox="426 495 2064 560">– PSAB has initiated a review of sections PS3250 <i>Retirement Benefits</i> and PS3255 <i>Post-Employment Benefits, Compensated Absences and Termination Benefits</i>. In July 2020, PSAB approved a revised project plan.</li> <li data-bbox="426 560 2064 625">– PSAB intends to use principles from International Public Sector Accounting Standard 39 <i>Employee Benefits</i> as a starting point to develop the Canadian standard.</li> <li data-bbox="426 625 2064 730">– Given the complexity of issues involved and potential implications of any changes that may arise from the review of the existing guidance, PSAB will implement a multi-release strategy for the new standards. The first standard will provide foundational guidance. Subsequent standards will provide additional guidance on current and emerging issues.</li> </ul>
Public Private Partnerships (“P3”)	<ul style="list-style-type: none"> <li data-bbox="426 755 2064 820">– PSAB has proposed new requirements for the recognition, measurement and classification of infrastructure procured through a public private partnership. PSAB is in the process of reviewing feedback provided by stakeholders on the exposure draft.</li> <li data-bbox="426 820 2064 917">– The exposure draft proposes that recognition of infrastructure by the public sector entity would occur when it controls the purpose and use of the infrastructure, when it controls access and the price, if any, charged for use, and it controls any significant interest accumulated in the infrastructure when the P3 ends.</li> <li data-bbox="426 917 2064 982">– The exposure draft proposes that the public sector entity recognize a liability when it needs to pay cash or non-cash consideration to the private sector partner for the infrastructure.</li> <li data-bbox="426 982 2064 1055">– The infrastructure would be valued at cost, with a liability of the same amount if one exists. Cost would be measured by discounting the expected cash flows by a discount rate that reflects the time value of money and risks specific to the project.</li> </ul>
International Strategy	<ul style="list-style-type: none"> <li data-bbox="426 1079 2064 1169">– PSAB has reviewed all proposed options for its international strategy, and in accordance with its due process, approved the option to adapt International Public Sector Accounting Standards when developing future standards. PSAB noted that the decision will apply to all projects beginning on or after April 1, 2021.</li> </ul>

# Current developments - Response to COVID-19 Pandemic

Resources	Summary	Links
<b>Resources for management and the Committee</b>	<p>Please visit our COVID-19 website for resources regarding the topics below. This site is being <u>updated daily</u> based on information being released by federal, provincial and municipal news releases.</p> <ul style="list-style-type: none"><li>- Business continuity guide</li><li>- Immediate actions to take</li><li>- Medium to long-term actions</li><li>- Tax considerations and a summary of federal and provincial programs</li><li>- Legal considerations</li><li>- Financial reporting and audit considerations</li><li>— Global perspectives</li></ul>	<p><a href="#">COVID-19 Alerts (Live Link)</a></p>
<b>Return to the workplace</b>	<p>As all levels of government begin to take steps toward re-opening the country and restarting our economy, planning for the return to a physical workplace is quickly becoming a top priority for many organizations. With the guidelines for the pandemic continuing to evolve daily, there are many considerations, stages and factors employers need to assess in order to properly develop a robust action plan which can ensure the health and safety of their workforce.</p> <p>We have put together a helpful <i>KPMG Return to the Workplace</i> guide to support an organization's planning efforts in preparing to return to physical workplace. Our guide includes a list of considerations, stages and factors that can help establish a robust action plan for your organization to safely return to work. The guide is supported by a dynamic playbook, which our team has developed to outline a comprehensive list of actions an organization can take, based on their unique situation and immediate needs.</p>	<p><a href="#">Website Link</a></p> <p><a href="#">Link to guide</a></p>





[kpmg.ca/audit](https://kpmg.ca/audit)



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Audited Financial Statements of

# **School District No. 61 (Greater Victoria)**

And Independent Auditors' Report thereon

June 30, 2020

# School District No. 61 (Greater Victoria)

June 30, 2020

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# School District No. 61 (Greater Victoria)

## MANAGEMENT REPORT

Version: 4649-3903-1921

Management's Responsibility for the Financial Statements.

The accompanying financial statements of School District No. 61 (Greater Victoria) have been prepared by management in accordance with the accounting requirements of Section 23.1 of the Budget Transparency and Accountability Act of British Columbia, supplemented by Regulations 257/2010 and 198/2011 issued by the Province of British Columbia Treasury Board, and the integrity and objectivity of these statements are management's responsibility. Management is also responsible for all of the notes to the financial statements and schedules, and for ensuring that this information is consistent, where appropriate, with the information contained in the financial statements.

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

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

The Board of Education of School District No. 61 (Greater Victoria) (called the "Board") is responsible for ensuring that management fulfills its responsibilities for financial reporting and internal control and exercises these responsibilities through the Board. The Board reviews internal financial statements on a monthly basis and externally audited financial statements yearly.

The external auditors, KPMG, conduct an independent examination, in accordance with Canadian generally accepted auditing standards, and express their opinion on the financial statements. The external auditors have full and free access to financial management of School District No. 61 (Greater Victoria) and meet when required. The accompanying Independent Auditors' Report outlines their responsibilities, the scope of their examination and their opinion on the School District's financial statements.

On behalf of School District No. 61 (Greater Victoria)

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Signature of the Chairperson of the Board of Education

Date Signed

---

Signature of the Superintendent

Date Signed

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Signature of the Secretary Treasurer

Date Signed

# School District No. 61 (Greater Victoria)

Statement 1

## Statement of Financial Position

As at June 30, 2020

	2020 Actual	2019 Actual
	\$	\$
<b>Financial Assets</b>		
Cash and Cash Equivalents	58,652,535	59,825,621
Accounts Receivable		
Due from Province - Ministry of Education	4,471,552	193,733
Due from Province - Other	161,875	
Other (Note 3)	4,209,720	2,242,834
Portfolio Investments (Note 4)	499,601	499,544
<b>Total Financial Assets</b>	<b>67,995,283</b>	<b>62,761,732</b>
<b>Liabilities</b>		
Accounts Payable and Accrued Liabilities		
Other (Note 6)	27,562,932	25,235,760
Unearned Revenue (Note 7)	8,471,669	11,698,627
Deferred Revenue (Note 8)	6,644,955	5,097,117
Deferred Capital Revenue (Note 9)	205,139,251	192,944,048
Employee Future Benefits (Note 10)	2,834,171	2,699,277
<b>Total Liabilities</b>	<b>250,652,978</b>	<b>237,674,829</b>
<b>Net Debt</b>	<b>(182,657,695)</b>	<b>(174,913,097)</b>
<b>Non-Financial Assets</b>		
Tangible Capital Assets (Note 11)	247,866,324	238,595,750
Prepaid Expenses	384,899	620,962
<b>Total Non-Financial Assets</b>	<b>248,251,223</b>	<b>239,216,712</b>
<b>Accumulated Surplus (Deficit) (Note 20)</b>	<b>65,593,528</b>	<b>64,303,615</b>
Unrecognized Assets (Note 11)		
Contractual Obligations (Note 15)		
Contractual Rights (Note 16)		
Contingent Assets (Note 18)		
Contingent Liabilities (Note 18)		

Approved by the Board

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

# School District No. 61 (Greater Victoria)

Statement 2

Statement of Operations  
Year Ended June 30, 2020

	2020 Budget (Note 17) \$	2020 Actual \$	2019 Actual \$
<b>Revenues</b>			
Provincial Grants			
Ministry of Education	206,961,956	<b>217,343,604</b>	206,875,953
Other		<b>103,799</b>	35,363
Tuition	14,398,648	<b>15,412,570</b>	16,036,198
Other Revenue	8,494,336	<b>6,871,882</b>	9,141,593
Rentals and Leases	1,829,940	<b>1,784,510</b>	2,093,927
Investment Income	1,187,000	<b>1,111,884</b>	1,366,125
Amortization of Deferred Capital Revenue	7,432,739	<b>7,426,505</b>	7,147,223
<b>Total Revenue</b>	<u>240,304,619</u>	<u><b>250,054,754</b></u>	<u>242,696,382</u>
<b>Expenses</b>			
Instruction	203,419,598	<b>202,666,890</b>	201,192,052
District Administration	5,792,715	<b>6,133,036</b>	5,452,272
Operations and Maintenance	38,072,923	<b>39,041,171</b>	37,604,308
Transportation and Housing	1,033,579	<b>923,744</b>	842,730
<b>Total Expense</b>	<u>248,318,815</u>	<u><b>248,764,841</b></u>	<u>245,091,362</u>
<b>Surplus (Deficit) for the year</b>	<u>(8,014,196)</u>	<u><b>1,289,913</b></u>	<u>(2,394,980)</u>
<b>Accumulated Surplus (Deficit) from Operations, beginning of year</b>		<b>64,303,615</b>	66,698,595
<b>Accumulated Surplus (Deficit) from Operations, end of year</b>		<u><u><b>65,593,528</b></u></u>	<u>64,303,615</u>

# School District No. 61 (Greater Victoria)

Statement of Changes in Net Debt  
Year Ended June 30, 2020

	2020 Budget (Note 17) \$	2020 Actual \$	2019 Actual \$
<b>Surplus (Deficit) for the year</b>	(8,014,196)	<b>1,289,913</b>	(2,394,980)
<b>Effect of change in Tangible Capital Assets</b>			
Acquisition of Tangible Capital Assets	(12,871,802)	<b>(20,534,408)</b>	(16,180,348)
Amortization of Tangible Capital Assets	11,517,168	<b>11,263,834</b>	10,927,872
<b>Total Effect of change in Tangible Capital Assets</b>	<u>(1,354,634)</u>	<u><b>(9,270,574)</b></u>	<u>(5,252,476)</u>
Acquisition of Prepaid Expenses	(5,000)	<b>236,063</b>	(39,115)
<b>Total Effect of change in Other Non-Financial Assets</b>	<u>(5,000)</u>	<u><b>236,063</b></u>	<u>(39,115)</u>
<b>(Increase) Decrease in Net Debt, before Net Remeasurement Gains (Losses)</b>	<u>(9,373,830)</u>	<u><b>(7,744,598)</b></u>	<u>(7,686,571)</u>
<b>Net Remeasurement Gains (Losses)</b>			
<b>(Increase) Decrease in Net Debt</b>		<u><b>(7,744,598)</b></u>	<u>(7,686,571)</u>
<b>Net Debt, beginning of year</b>		<u><b>(174,913,097)</b></u>	<u>(167,226,526)</u>
<b>Net Debt, end of year</b>		<u><u><b>(182,657,695)</b></u></u>	<u><u>(174,913,097)</u></u>

# School District No. 61 (Greater Victoria)

Statement 5

Statement of Cash Flows  
Year Ended June 30, 2020

	2020 Actual	2019 Actual
	\$	\$
<b>Operating Transactions</b>		
Surplus (Deficit) for the year	1,289,913	(2,394,980)
Changes in Non-Cash Working Capital		
Decrease (Increase)		
Accounts Receivable	(6,406,581)	(1,045,988)
Prepaid Expenses	236,063	(39,115)
Increase (Decrease)		
Accounts Payable and Accrued Liabilities	947,937	(526,905)
Unearned Revenue	(3,226,958)	128,411
Deferred Revenue	1,547,838	763,246
Employee Future Benefits	134,894	66,679
Other Liabilities	1,379,236	1,962,815
Amortization of Tangible Capital Assets	11,263,834	10,927,872
Amortization of Deferred Capital Revenue	(7,426,505)	(7,147,223)
<b>Total Operating Transactions</b>	<u>(260,329)</u>	<u>2,694,812</u>
<b>Capital Transactions</b>		
Tangible Capital Assets Purchased	(2,052,625)	(2,616,118)
Tangible Capital Assets -WIP Purchased	(18,481,783)	(13,564,230)
Bylaw Expenditures	(3,693,643)	(2,028,901)
<b>Total Capital Transactions</b>	<u>(24,228,051)</u>	<u>(18,209,249)</u>
<b>Financing Transactions</b>		
Capital Revenue Received	23,315,351	10,077,414
<b>Total Financing Transactions</b>	<u>23,315,351</u>	<u>10,077,414</u>
<b>Investing Transactions</b>		
Investments in Portfolio Investments	(57)	(57)
<b>Total Investing Transactions</b>	<u>(57)</u>	<u>(57)</u>
<b>Net Increase (Decrease) in Cash and Cash Equivalents</b>	<u>(1,173,086)</u>	<u>(5,437,080)</u>
<b>Cash and Cash Equivalents, beginning of year</b>	<u>59,825,621</u>	<u>65,262,701</u>
<b>Cash and Cash Equivalents, end of year</b>	<u><u>58,652,535</u></u>	<u><u>59,825,621</u></u>
<b>Cash and Cash Equivalents, end of year, is made up of:</b>		
Cash	<u>58,652,535</u>	<u>59,825,621</u>
	<u><u>58,652,535</u></u>	<u><u>59,825,621</u></u>



# School District No. 61 (Greater Victoria)

Schedule 1 (Unaudited)

Schedule of Changes in Accumulated Surplus (Deficit) by Fund  
Year Ended June 30, 2020

	Operating Fund	Special Purpose Fund	Capital Fund	2020 Actual	2019 Actual
	\$	\$	\$	\$	\$
<b>Accumulated Surplus (Deficit), beginning of year</b>	14,827,885		49,475,730	<b>64,303,615</b>	66,698,595
<b>Changes for the year</b>					
Surplus (Deficit) for the year	5,221,324	128,450	(4,059,861)	<b>1,289,913</b>	(2,394,980)
Interfund Transfers					
Tangible Capital Assets Purchased	(1,320,071)	(128,450)	1,448,521	-	
Tangible Capital Assets - Work in Progress	(110,540)		110,540	-	
Local Capital	(639,270)		639,270	-	
<b>Net Changes for the year</b>	<b>3,151,443</b>	-	<b>(1,861,530)</b>	<b>1,289,913</b>	<b>(2,394,980)</b>
<b>Accumulated Surplus (Deficit), end of year - Statement 2</b>	<b>17,979,328</b>	-	<b>47,614,200</b>	<b>65,593,528</b>	64,303,615

# School District No. 61 (Greater Victoria)

Schedule 2 (Unaudited)

Schedule of Operating Operations

Year Ended June 30, 2020

	2020 Budget (Note 17) \$	2020 Actual \$	2019 Actual \$
<b>Revenues</b>			
Provincial Grants			
Ministry of Education	183,560,993	<b>188,469,242</b>	180,236,383
Other		<b>52,137</b>	35,363
Tuition	14,398,648	<b>15,412,570</b>	16,036,198
Other Revenue	1,953,506	<b>2,257,506</b>	2,457,964
Rentals and Leases	1,829,940	<b>1,784,510</b>	2,093,927
Investment Income	1,030,000	<b>958,052</b>	1,191,212
<b>Total Revenue</b>	<b>202,773,087</b>	<b>208,934,017</b>	<b>202,051,047</b>
<b>Expenses</b>			
Instruction	176,411,084	<b>173,655,476</b>	170,743,405
District Administration	5,792,715	<b>6,133,036</b>	5,452,272
Operations and Maintenance	23,545,476	<b>23,000,437</b>	23,808,069
Transportation and Housing	1,033,579	<b>923,744</b>	842,730
<b>Total Expense</b>	<b>206,782,854</b>	<b>203,712,693</b>	<b>200,846,476</b>
<b>Operating Surplus (Deficit) for the year</b>	<b>(4,009,767)</b>	<b>5,221,324</b>	<b>1,204,571</b>
<b>Budgeted Appropriation (Retirement) of Surplus (Deficit)</b>	<b>5,449,037</b>		
<b>Net Transfers (to) from other funds</b>			
Tangible Capital Assets Purchased	(800,000)	<b>(1,320,071)</b>	(2,445,300)
Tangible Capital Assets - Work in Progress		<b>(110,540)</b>	(151,473)
Local Capital	(639,270)	<b>(639,270)</b>	(639,270)
<b>Total Net Transfers</b>	<b>(1,439,270)</b>	<b>(2,069,881)</b>	<b>(3,236,043)</b>
<b>Total Operating Surplus (Deficit), for the year</b>	<b>-</b>	<b>3,151,443</b>	<b>(2,031,472)</b>
<b>Operating Surplus (Deficit), beginning of year</b>		<b>14,827,885</b>	<b>16,859,357</b>
<b>Operating Surplus (Deficit), end of year</b>		<b>17,979,328</b>	<b>14,827,885</b>
<b>Operating Surplus (Deficit), end of year</b>			
Internally Restricted (Note 20)		<b>17,949,746</b>	12,790,089
Unrestricted		<b>29,582</b>	2,037,796
<b>Total Operating Surplus (Deficit), end of year</b>		<b>17,979,328</b>	<b>14,827,885</b>

# School District No. 61 (Greater Victoria)

Schedule 2A (Unaudited)

Schedule of Operating Revenue by Source

Year Ended June 30, 2020

	2020 Budget (Note 17) \$	2020 Actual \$	2019 Actual \$
<b>Provincial Grants - Ministry of Education</b>			
Operating Grant, Ministry of Education	179,931,428	<b>181,291,074</b>	177,318,296
ISC/LEA Recovery	(1,106,631)	<b>(1,063,116)</b>	(1,080,815)
Other Ministry of Education Grants			
Pay Equity	2,896,617	<b>2,896,617</b>	2,896,617
Funding for Graduated Adults	58,458	<b>152,725</b>	102,727
Transportation Supplement	20,027	<b>20,027</b>	20,027
Economic Stability Dividend			223,599
Carbon Tax Grant	110,000	<b>144,262</b>	144,262
Employer Health Tax Grant	1,633,354	<b>1,633,354</b>	496,343
Strategic Priorities - Mental Health Grant			30,300
Support Staff Benefits Grant		<b>24,497</b>	24,497
BCTEA - LEA Capacity Building Grant			13,700
Support Staff Wage Increase Funding		<b>1,005,680</b>	
Teachers' Labour Settlement Funding		<b>2,342,257</b>	
FSA Scorer Grant	17,740	<b>17,740</b>	17,740
Access Grant			5,000
SRG3 Assessments			6,590
Professional Learning Grant			17,500
Early Learning Framework		<b>4,125</b>	
<b>Total Provincial Grants - Ministry of Education</b>	<b>183,560,993</b>	<b>188,469,242</b>	<b>180,236,383</b>
<b>Provincial Grants - Other</b>		<b>52,137</b>	<b>35,363</b>
<b>Tuition</b>			
Summer School Fees	49,512	<b>31,541</b>	52,856
Continuing Education	22,500	<b>7,225</b>	6,525
International and Out of Province Students	14,317,836	<b>15,373,804</b>	15,976,817
Distributed Learning	8,800		
<b>Total Tuition</b>	<b>14,398,648</b>	<b>15,412,570</b>	<b>16,036,198</b>
<b>Other Revenues</b>			
Other School District/Education Authorities		<b>2,700</b>	2,700
Funding from First Nations	1,106,631	<b>1,063,116</b>	1,080,815
Miscellaneous			
Odyssey French Language Assistant Funding	21,275	<b>16,542</b>	
Aboriginal Nations Education Curriculum Project	10,000	<b>5,259</b>	5,136
Cafeteria Revenue	145,000	<b>101,316</b>	117,516
International Student Program Revenues	653,000	<b>660,315</b>	655,851
ArtStarts Grant	17,600	<b>17,600</b>	17,600
Industry Training Secondary Schools		<b>191,389</b>	150,050
Misc Fees and Grants		<b>199,269</b>	428,296
<b>Total Other Revenue</b>	<b>1,953,506</b>	<b>2,257,506</b>	<b>2,457,964</b>
<b>Rentals and Leases</b>	<b>1,829,940</b>	<b>1,784,510</b>	<b>2,093,927</b>
<b>Investment Income</b>	<b>1,030,000</b>	<b>958,052</b>	<b>1,191,212</b>
<b>Total Operating Revenue</b>	<b>202,773,087</b>	<b>208,934,017</b>	<b>202,051,047</b>

# School District No. 61 (Greater Victoria)

Schedule 2B (Unaudited)

Schedule of Operating Expense by Object

Year Ended June 30, 2020

	2020 Budget (Note 17)	2020 Actual	2019 Actual
	\$	\$	\$
<b>Salaries</b>			
Teachers	90,827,114	<b>90,992,489</b>	86,474,007
Principals and Vice Principals	13,518,126	<b>13,209,113</b>	12,781,738
Educational Assistants	18,929,842	<b>18,292,596</b>	17,697,841
Support Staff	18,271,847	<b>17,796,238</b>	16,930,718
Other Professionals	4,461,121	<b>4,439,325</b>	4,122,729
Substitutes	7,795,996	<b>7,900,352</b>	8,760,448
<b>Total Salaries</b>	<b>153,804,046</b>	<b>152,630,113</b>	146,767,481
<b>Employee Benefits</b>	35,010,087	<b>32,915,200</b>	32,563,782
<b>Total Salaries and Benefits</b>	<b>188,814,133</b>	<b>185,545,313</b>	179,331,263
<b>Services and Supplies</b>			
Services	5,305,297	<b>7,054,257</b>	8,011,156
Student Transportation	1,038,960	<b>906,201</b>	995,979
Professional Development and Travel	762,477	<b>888,436</b>	1,176,030
Rentals and Leases	115,235	<b>115,250</b>	115,235
Dues and Fees	94,980	<b>106,549</b>	108,797
Insurance	372,000	<b>357,839</b>	355,418
Supplies	5,803,860	<b>4,793,206</b>	6,164,308
Utilities	4,475,912	<b>3,945,642</b>	4,588,290
<b>Total Services and Supplies</b>	<b>17,968,721</b>	<b>18,167,380</b>	21,515,213
<b>Total Operating Expense</b>	<b>206,782,854</b>	<b>203,712,693</b>	200,846,476

# School District No. 61 (Greater Victoria)

Schedule 2C (Unaudited)

Operating Expense by Function, Program and Object

Year Ended June 30, 2020

	Teachers Salaries	Principals and Vice Principals Salaries	Educational Assistants Salaries	Support Staff Salaries	Other Professionals Salaries	Substitutes Salaries	Total Salaries
	\$	\$	\$	\$	\$	\$	\$
<b>1 Instruction</b>							
1.02 Regular Instruction	67,222,897	4,252,810	1,724,052	97,287	284,086	5,602,184	79,183,316
1.03 Career Programs	765,292	121,066	332,257			40,091	1,258,706
1.07 Library Services	2,129,251			341,387		91,560	2,562,198
1.08 Counselling	2,966,562					102,822	3,069,384
1.10 Special Education	9,241,916	536,058	15,480,516	235,998		963,343	26,457,831
1.30 English Language Learning	2,056,421	145,520		11,284		84,515	2,297,740
1.31 Indigenous Education	490,398	185,736	575,233	55,441	124,740	48,889	1,480,437
1.41 School Administration		7,674,011		3,825,584		9,925	11,509,520
1.60 Summer School	124,077	21,862		1,907			147,846
1.61 Continuing Education	252,939	26,841		54,099		4,031	337,910
1.62 International and Out of Province Students	5,694,587		125,466	790,922	701,174	356,039	7,668,188
1.64 Other				10,459			10,459
<b>Total Function 1</b>	<b>90,944,340</b>	<b>12,963,904</b>	<b>18,237,524</b>	<b>5,424,368</b>	<b>1,110,000</b>	<b>7,303,399</b>	<b>135,983,535</b>
<b>4 District Administration</b>							
4.11 Educational Administration		153,703		330,830	767,565	15,668	1,267,766
4.40 School District Governance					300,311		300,311
4.41 Business Administration		91,506	743	1,136,772	1,199,233	158,242	2,586,496
<b>Total Function 4</b>	<b>-</b>	<b>245,209</b>	<b>743</b>	<b>1,467,602</b>	<b>2,267,109</b>	<b>173,910</b>	<b>4,154,573</b>
<b>5 Operations and Maintenance</b>							
5.41 Operations and Maintenance Administration	48,149		54,329	254,757	837,262	33,635	1,228,132
5.50 Maintenance Operations				9,713,727	130,562	200,960	10,045,249
5.52 Maintenance of Grounds				910,366		188,448	1,098,814
5.56 Utilities							-
<b>Total Function 5</b>	<b>48,149</b>	<b>-</b>	<b>54,329</b>	<b>10,878,850</b>	<b>967,824</b>	<b>423,043</b>	<b>12,372,195</b>
<b>7 Transportation and Housing</b>							
7.41 Transportation and Housing Administration				25,418	94,392		119,810
7.70 Student Transportation							-
<b>Total Function 7</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>25,418</b>	<b>94,392</b>	<b>-</b>	<b>119,810</b>
<b>9 Debt Services</b>							
<b>Total Function 9</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total Functions 1 - 9</b>	<b>90,992,489</b>	<b>13,209,113</b>	<b>18,292,596</b>	<b>17,796,238</b>	<b>4,439,325</b>	<b>7,900,352</b>	<b>152,630,113</b>

# School District No. 61 (Greater Victoria)

Schedule 2C (Unaudited)

Operating Expense by Function, Program and Object

Year Ended June 30, 2020

	Total Salaries	Employee Benefits	Total Salaries and Benefits	Services and Supplies	2020 Actual	2020 Budget (Note 17)	2019 Actual
	\$	\$	\$	\$	\$	\$	\$
<b>1 Instruction</b>							
1.02 Regular Instruction	79,183,316	16,605,157	95,788,473	3,332,984	99,121,457	103,253,266	98,810,969
1.03 Career Programs	1,258,706	291,553	1,550,259	712,931	2,263,190	1,934,678	2,363,709
1.07 Library Services	2,562,198	602,802	3,165,000	143,939	3,308,939	3,084,774	3,182,853
1.08 Counselling	3,069,384	712,976	3,782,360	2,251	3,784,611	3,694,864	3,496,827
1.10 Special Education	26,457,831	5,887,414	32,345,245	822,327	33,167,572	33,474,185	32,152,908
1.30 English Language Learning	2,297,740	526,785	2,824,525	16,306	2,840,831	2,815,085	2,597,816
1.31 Indigenous Education	1,480,437	325,815	1,806,252	578,864	2,385,116	2,590,445	2,109,400
1.41 School Administration	11,509,520	2,335,766	13,845,286	220,243	14,065,529	13,944,440	13,697,928
1.60 Summer School	147,846	33,744	181,590	12,498	194,088	173,782	174,912
1.61 Continuing Education	337,910	78,958	416,868	10,515	427,383	371,404	456,760
1.62 International and Out of Province Students	7,668,188	1,760,165	9,428,353	2,655,242	12,083,595	11,060,787	11,686,465
1.64 Other	10,459	2,706	13,165		13,165	13,374	12,858
<b>Total Function 1</b>	<b>135,983,535</b>	<b>29,163,841</b>	<b>165,147,376</b>	<b>8,508,100</b>	<b>173,655,476</b>	<b>176,411,084</b>	<b>170,743,405</b>
<b>4 District Administration</b>							
4.11 Educational Administration	1,267,766	261,943	1,529,709	319,715	1,849,424	1,825,461	1,229,136
4.40 School District Governance	300,311	28,848	329,159	151,875	481,034	485,995	818,437
4.41 Business Administration	2,586,496	574,464	3,160,960	641,618	3,802,578	3,481,259	3,404,699
<b>Total Function 4</b>	<b>4,154,573</b>	<b>865,255</b>	<b>5,019,828</b>	<b>1,113,208</b>	<b>6,133,036</b>	<b>5,792,715</b>	<b>5,452,272</b>
<b>5 Operations and Maintenance</b>							
5.41 Operations and Maintenance Administration	1,228,132	253,225	1,481,357	499,271	1,980,628	2,091,271	1,999,410
5.50 Maintenance Operations	10,045,249	2,355,396	12,400,645	2,963,030	15,363,675	15,379,167	15,255,869
5.52 Maintenance of Grounds	1,098,814	252,662	1,351,476	357,146	1,708,622	1,596,526	1,962,561
5.56 Utilities	-	-	-	3,947,512	3,947,512	4,478,512	4,590,229
<b>Total Function 5</b>	<b>12,372,195</b>	<b>2,861,283</b>	<b>15,233,478</b>	<b>7,766,959</b>	<b>23,000,437</b>	<b>23,545,476</b>	<b>23,808,069</b>
<b>7 Transportation and Housing</b>							
7.41 Transportation and Housing Administration	119,810	24,821	144,631	615	145,246	33,619	36,755
7.70 Student Transportation	-	-	-	778,498	778,498	999,960	805,975
<b>Total Function 7</b>	<b>119,810</b>	<b>24,821</b>	<b>144,631</b>	<b>779,113</b>	<b>923,744</b>	<b>1,033,579</b>	<b>842,730</b>
<b>9 Debt Services</b>							
<b>Total Function 9</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total Functions 1 - 9</b>	<b>152,630,113</b>	<b>32,915,200</b>	<b>185,545,313</b>	<b>18,167,380</b>	<b>203,712,693</b>	<b>206,782,854</b>	<b>200,846,476</b>

# School District No. 61 (Greater Victoria)

Schedule 3 (Unaudited)

Schedule of Special Purpose Operations

Year Ended June 30, 2020

	2020 Budget (Note 17) \$	2020 Actual \$	2019 Actual \$
<b>Revenues</b>			
Provincial Grants			
Ministry of Education	21,200,963	<b>25,232,381</b>	24,610,669
Other Revenue	6,540,830	<b>4,614,376</b>	6,683,629
Investment Income	77,000	<b>111,485</b>	76,919
<b>Total Revenue</b>	<u>27,818,793</u>	<u><b>29,958,242</b></u>	<u>31,371,217</u>
<b>Expenses</b>			
Instruction	27,008,514	<b>29,011,414</b>	30,448,647
Operations and Maintenance	810,279	<b>818,378</b>	816,485
<b>Total Expense</b>	<u>27,818,793</u>	<u><b>29,829,792</b></u>	<u>31,265,132</u>
<b>Special Purpose Surplus (Deficit) for the year</b>	<u>-</u>	<u><b>128,450</b></u>	<u>106,085</u>
<b>Net Transfers (to) from other funds</b>			
Tangible Capital Assets Purchased		<b>(128,450)</b>	(106,085)
<b>Total Net Transfers</b>	<u>-</u>	<u><b>(128,450)</b></u>	<u>(106,085)</u>
<b>Total Special Purpose Surplus (Deficit) for the year</b>	<u><u>-</u></u>	<u><u>-</u></u>	<u><u>-</u></u>
<b>Special Purpose Surplus (Deficit), beginning of year</b>			
<b>Special Purpose Surplus (Deficit), end of year</b>		<u><u>-</u></u>	<u><u>-</u></u>

**School District No. 61 (Greater Victoria)**

Changes in Special Purpose Funds and Expense by Object  
Year Ended June 30, 2020

	Annual Facility Grant	Learning Improvement Fund	Scholarships and Bursaries	Special Education Technology	School Generated Funds	Strong Start	Ready, Set, Learn	OLEP	CommunityLINK
	\$	\$	\$	\$	\$	\$	\$	\$	\$
<b>Deferred Revenue, beginning of year</b>	-		633,114		3,296,515	20,646	11,977	-	266,506
<b>Add:</b> Restricted Grants									
Provincial Grants - Ministry of Education	810,279	675,200		117,361		192,948	66,734	398,099	3,900,892
Other			6,100		4,999,683				
Investment Income	8,099		50,517		57,114				
	818,378	675,200	56,617	117,361	5,056,797	192,948	66,734	398,099	3,900,892
<b>Less:</b> Allocated to Revenue Recovered	818,378	675,200	39,913	113,221	4,671,490	211,975	53,637	270,355	4,032,793
<b>Deferred Revenue, end of year</b>	-	-	<b>649,818</b>	<b>4,140</b>	<b>3,681,822</b>	<b>1,619</b>	<b>25,074</b>	<b>127,744</b>	<b>134,605</b>
<b>Revenues</b>									
Provincial Grants - Ministry of Education	810,279	675,200		113,221		211,975	53,637	270,355	4,032,793
Other Revenue					4,614,376				
Investment Income	8,099		39,913		57,114				
	818,378	675,200	39,913	113,221	4,671,490	211,975	53,637	270,355	4,032,793
<b>Expenses</b>									
Salaries									
Teachers									210,847
Principals and Vice Principals				2,417				52,318	254,670
Educational Assistants		547,595		91,318	5,983	150,256	95	59,715	690,248
Support Staff								6,296	100,486
Other Professionals									44,597
Substitutes		21,695			35,598	2,717	12,882		36,188
	-	569,290	-	93,735	41,581	152,973	12,977	118,329	1,337,036
Employee Benefits		105,910		17,831	7,611	35,524	2,344	22,747	299,128
Services and Supplies	818,378		39,913	1,655	4,508,848	23,478	38,316	129,279	2,396,629
	818,378	675,200	39,913	113,221	4,558,040	211,975	53,637	270,355	4,032,793
<b>Net Revenue (Expense) before Interfund Transfers</b>	-	-	-	-	113,450	-	-	-	-
<b>Interfund Transfers</b>									
Tangible Capital Assets Purchased					(113,450)				
	-	-	-	-	(113,450)	-	-	-	-
<b>Net Revenue (Expense)</b>	-	-	-	-	-	-	-	-	-



**School District No. 61 (Greater Victoria)**

Changes in Special Purpose Funds and Expense by Object  
Year Ended June 30, 2020

	Classroom Enhancement Fund - Overhead	Classroom Enhancement Fund - Staffing	Classroom Enhancement Fund - Remedies	First Nation Student Transportation	Mental Health in Schools	Changing Results for Young Children	Ledger School	Provincial Inclusion Outreach	Estate Trust
	\$	\$	\$	\$	\$	\$	\$	\$	\$
<b>Deferred Revenue, beginning of year</b>		461,224	349,931				3,478		53,726
<b>Add:</b> Restricted Grants									
Provincial Grants - Ministry of Education	788,019	17,046,876	1,661,016	22,261	24,500	41,234	272,927	780,184	
Other									
Investment Income									47,261
	788,019	17,046,876	1,661,016	22,261	24,500	41,234	272,927	780,184	47,261
<b>Less:</b> Allocated to Revenue	711,098	15,952,945	1,389,195	660	24,500	17,244	263,805	705,474	6,359
Recovered		461,224							
<b>Deferred Revenue, end of year</b>	<b>76,921</b>	<b>1,093,931</b>	<b>621,752</b>	<b>21,601</b>	<b>-</b>	<b>23,990</b>	<b>12,600</b>	<b>74,710</b>	<b>94,628</b>
<b>Revenues</b>									
Provincial Grants - Ministry of Education	711,098	15,952,945	1,389,195	660	24,500	17,244	263,805	705,474	
Other Revenue									
Investment Income									6,359
	711,098	15,952,945	1,389,195	660	24,500	17,244	263,805	705,474	6,359
<b>Expenses</b>									
Salaries									
Teachers		12,380,880	532,097				137,308	175,476	
Principals and Vice Principals							5,620	11,302	
Educational Assistants							56,110	151,727	
Support Staff	153,519							31,350	
Other Professionals									
Substitutes	403,755	581,489	620,236			9,497	284	5,868	1,162
	557,274	12,962,369	1,152,333	-	-	9,497	199,322	375,723	1,162
Employee Benefits	108,294	2,990,576	236,862			1,697	46,295	80,428	212
Services and Supplies	30,530			660	24,500	6,050	18,188	249,323	4,985
	696,098	15,952,945	1,389,195	660	24,500	17,244	263,805	705,474	6,359
<b>Net Revenue (Expense) before Interfund Transfers</b>	<b>15,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Interfund Transfers</b>									
Tangible Capital Assets Purchased	(15,000)								
	(15,000)	-	-	-	-	-	-	-	-
<b>Net Revenue (Expense)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

**School District No. 61 (Greater Victoria)**

Changes in Special Purpose Funds and Expense by Object

Year Ended June 30, 2020

Schedule 3A (Unaudited)

	<u>TOTAL</u>
	\$
<b>Deferred Revenue, beginning of year</b>	5,097,117
<b>Add:</b> Restricted Grants	
Provincial Grants - Ministry of Education	26,798,530
Other	5,005,783
Investment Income	162,991
	<u>31,967,304</u>
<b>Less:</b> Allocated to Revenue	29,958,242
Recovered	461,224
<b>Deferred Revenue, end of year</b>	<u><b>6,644,955</b></u>
<b>Revenues</b>	
Provincial Grants - Ministry of Education	25,232,381
Other Revenue	4,614,376
Investment Income	111,485
	<u>29,958,242</u>
<b>Expenses</b>	
Salaries	
Teachers	13,436,608
Principals and Vice Principals	326,327
Educational Assistants	1,753,047
Support Staff	291,651
Other Professionals	44,597
Substitutes	1,731,371
	<u>17,583,601</u>
Employee Benefits	3,955,459
Services and Supplies	8,290,732
	<u>29,829,792</u>
<b>Net Revenue (Expense) before Interfund Transfers</b>	<u>128,450</u>
<b>Interfund Transfers</b>	
Tangible Capital Assets Purchased	<u>(128,450)</u>
	<u>(128,450)</u>
<b>Net Revenue (Expense)</b>	<u><u>-</u></u>

# School District No. 61 (Greater Victoria)

Schedule 4 (Unaudited)

## Schedule of Capital Operations

Year Ended June 30, 2020

	2020 Budget (Note 17)	2020 Actual			2019 Actual
		Invested in Tangible Capital Assets	Local Capital	Fund Balance	
	\$	\$	\$	\$	\$
<b>Revenues</b>					
Provincial Grants					
Ministry of Education	2,200,000	3,641,981		3,641,981	2,028,901
Other		51,662		51,662	
Investment Income	80,000		42,347	42,347	97,994
Amortization of Deferred Capital Revenue	7,432,739	7,426,505		7,426,505	7,147,223
<b>Total Revenue</b>	<u>9,712,739</u>	<u>11,120,148</u>	<u>42,347</u>	<u>11,162,495</u>	<u>9,274,118</u>
<b>Expenses</b>					
Operations and Maintenance	2,200,000	3,693,643	264,879	3,958,522	2,051,882
Amortization of Tangible Capital Assets					
Operations and Maintenance	11,517,168	11,263,834		11,263,834	10,927,872
<b>Total Expense</b>	<u>13,717,168</u>	<u>14,957,477</u>	<u>264,879</u>	<u>15,222,356</u>	<u>12,979,754</u>
<b>Capital Surplus (Deficit) for the year</b>	<u>(4,004,429)</u>	<u>(3,837,329)</u>	<u>(222,532)</u>	<u>(4,059,861)</u>	<u>(3,705,636)</u>
<b>Net Transfers (to) from other funds</b>					
Tangible Capital Assets Purchased	800,000	1,448,521		1,448,521	2,551,385
Tangible Capital Assets - Work in Progress		110,540		110,540	151,473
Local Capital	639,270		639,270	639,270	639,270
<b>Total Net Transfers</b>	<u>1,439,270</u>	<u>1,559,061</u>	<u>639,270</u>	<u>2,198,331</u>	<u>3,342,128</u>
<b>Other Adjustments to Fund Balances</b>					
Tangible Capital Assets WIP Purchased from Local Capital		1,225,201	(1,225,201)	-	
<b>Total Other Adjustments to Fund Balances</b>		<u>1,225,201</u>	<u>(1,225,201)</u>	<u>-</u>	
<b>Total Capital Surplus (Deficit) for the year</b>	<u>(2,565,159)</u>	<u>(1,053,067)</u>	<u>(808,463)</u>	<u>(1,861,530)</u>	<u>(363,508)</u>
<b>Capital Surplus (Deficit), beginning of year</b>		46,271,032	3,204,698	49,475,730	49,839,238
<b>Capital Surplus (Deficit), end of year</b>		<u>45,217,965</u>	<u>2,396,235</u>	<u>47,614,200</u>	<u>49,475,730</u>

# School District No. 61 (Greater Victoria)

Schedule 4A (Unaudited)

Tangible Capital Assets  
Year Ended June 30, 2020

	Sites	Buildings	Furniture and Equipment	Vehicles	Computer Software	Computer Hardware	Total
	\$	\$	\$	\$	\$	\$	\$
<b>Cost, beginning of year</b>	10,833,717	363,213,977	10,050,239	851,259	367,493	8,967,814	<b>394,284,499</b>
<b>Changes for the Year</b>							
Increase:							
Purchases from:							
Deferred Capital Revenue - Bylaw				258,189			<b>258,189</b>
Deferred Capital Revenue - Other			345,915				<b>345,915</b>
Operating Fund		287,421	497,539	10,100		525,011	<b>1,320,071</b>
Special Purpose Funds			128,450				<b>128,450</b>
Transferred from Work in Progress		7,027,071	768,853			114,915	<b>7,910,839</b>
	-	7,314,492	1,740,757	268,289	-	639,926	<b>9,963,464</b>
Decrease:							
Deemed Disposals			718,268	27,962	128,029	1,122,325	<b>1,996,584</b>
	-	-	718,268	27,962	128,029	1,122,325	<b>1,996,584</b>
<b>Cost, end of year</b>	10,833,717	370,528,469	11,072,728	1,091,586	239,464	8,485,415	<b>402,251,379</b>
<b>Work in Progress, end of year</b>		13,510,641	22,855				<b>13,533,496</b>
<b>Cost and Work in Progress, end of year</b>	10,833,717	384,039,110	11,095,583	1,091,586	239,464	8,485,415	<b>415,784,875</b>
<b>Accumulated Amortization, beginning of year</b>		150,575,766	3,481,226	269,959	222,117	4,102,233	<b>158,651,301</b>
<b>Changes for the Year</b>							
Increase: Amortization for the Year		8,142,178	1,092,062	98,540	73,499	1,857,555	<b>11,263,834</b>
Decrease:							
Deemed Disposals			718,268	27,962	128,029	1,122,325	<b>1,996,584</b>
			718,268	27,962	128,029	1,122,325	<b>1,996,584</b>
<b>Accumulated Amortization, end of year</b>		158,717,944	3,855,020	340,537	167,587	4,837,463	<b>167,918,551</b>
<b>Tangible Capital Assets - Net</b>	<b>10,833,717</b>	<b>225,321,166</b>	<b>7,240,563</b>	<b>751,049</b>	<b>71,877</b>	<b>3,647,952</b>	<b>247,866,324</b>

# School District No. 61 (Greater Victoria)

Schedule 4B (Unaudited)

Tangible Capital Assets - Work in Progress

Year Ended June 30, 2020

	Buildings	Furniture and Equipment	Computer Software	Computer Hardware	Total
	\$	\$	\$	\$	\$
<b>Work in Progress, beginning of year</b>	2,940,900	17,555		4,097	<b>2,962,552</b>
<b>Changes for the Year</b>					
Increase:					
Deferred Capital Revenue - Bylaw	13,292,805	597,728		33,831	<b>13,924,364</b>
Deferred Capital Revenue - Other	3,221,678				<b>3,221,678</b>
Operating Fund	110,540				<b>110,540</b>
Local Capital	971,789	176,425		76,987	<b>1,225,201</b>
	<u>17,596,812</u>	<u>774,153</u>	-	<u>110,818</u>	<b><u>18,481,783</u></b>
Decrease:					
Transferred to Tangible Capital Assets	7,027,071	768,853		114,915	<b>7,910,839</b>
	<u>7,027,071</u>	<u>768,853</u>	-	<u>114,915</u>	<b><u>7,910,839</u></b>
<b>Net Changes for the Year</b>	<u>10,569,741</u>	<u>5,300</u>	-	<u>(4,097)</u>	<b><u>10,570,944</u></b>
<b>Work in Progress, end of year</b>	<u><b>13,510,641</b></u>	<u><b>22,855</b></u>	-	<u><b>-</b></u>	<b><u>13,533,496</u></b>

# School District No. 61 (Greater Victoria)

Schedule 4C (Unaudited)

Deferred Capital Revenue

Year Ended June 30, 2020

	Bylaw Capital	Other Provincial	Other Capital	Total Capital
	\$	\$	\$	\$
<b>Deferred Capital Revenue, beginning of year</b>	161,858,926	20,062,261	3,296,757	<b>185,217,944</b>
<b>Changes for the Year</b>				
Increase:				
Transferred from Deferred Revenue - Capital Additions	258,189	345,915		<b>604,104</b>
Transferred from Work in Progress	5,177,879	1,852,742		<b>7,030,621</b>
	<u>5,436,068</u>	<u>2,198,657</u>	-	<b><u>7,634,725</u></b>
Decrease:				
Amortization of Deferred Capital Revenue	6,540,114	784,199	102,192	<b>7,426,505</b>
	<u>6,540,114</u>	<u>784,199</u>	<u>102,192</u>	<b><u>7,426,505</u></b>
<b>Net Changes for the Year</b>	<u>(1,104,046)</u>	<u>1,414,458</u>	<u>(102,192)</u>	<b><u>208,220</u></b>
<b>Deferred Capital Revenue, end of year</b>	<u>160,754,880</u>	<u>21,476,719</u>	<u>3,194,565</u>	<b><u>185,426,164</u></b>
<b>Work in Progress, beginning of year</b>	1,684,649	905,263	2,707	<b>2,592,619</b>
<b>Changes for the Year</b>				
Increase:				
Transferred from Deferred Revenue - Work in Progress	13,924,364	3,221,678		<b>17,146,042</b>
	<u>13,924,364</u>	<u>3,221,678</u>	-	<b><u>17,146,042</u></b>
Decrease:				
Transferred to Deferred Capital Revenue	5,177,879	1,852,742		<b>7,030,621</b>
	<u>5,177,879</u>	<u>1,852,742</u>	-	<b><u>7,030,621</u></b>
<b>Net Changes for the Year</b>	<u>8,746,485</u>	<u>1,368,936</u>	-	<b><u>10,115,421</u></b>
<b>Work in Progress, end of year</b>	<u>10,431,134</u>	<u>2,274,199</u>	<u>2,707</u>	<b><u>12,708,040</u></b>
<b>Total Deferred Capital Revenue, end of year</b>	<u><b>171,186,014</b></u>	<u><b>23,750,918</b></u>	<u><b>3,197,272</b></u>	<b><u>198,134,204</u></b>

# School District No. 61 (Greater Victoria)

Schedule 4D (Unaudited)

Changes in Unspent Deferred Capital Revenue

Year Ended June 30, 2020

	Bylaw Capital	MEd Restricted Capital	Other Provincial Capital	Land Capital	Other Capital	Total
	\$	\$	\$	\$	\$	\$
<b>Balance, beginning of year</b>	421,540	387,475	3,981,446		343,024	<b>5,133,485</b>
<b>Changes for the Year</b>						
Increase:						
Provincial Grants - Ministry of Education	17,411,140					<b>17,411,140</b>
Provincial Grants - Other			5,852,995			<b>5,852,995</b>
Other					45,324	<b>45,324</b>
Investment Income					5,892	<b>5,892</b>
Transfer project surplus to MEd Restricted (from) Bylaw	(8,146)	8,146				<b>-</b>
	17,402,994	8,146	5,852,995	-	51,216	<b>23,315,351</b>
Decrease:						
Transferred to DCR - Capital Additions	258,189		345,915			<b>604,104</b>
Transferred to DCR - Work in Progress	13,924,364	195,079	3,026,599			<b>17,146,042</b>
Bylaw Expenditures	3,641,981					<b>3,641,981</b>
Other Provincial Capital Expenditures			51,662			<b>51,662</b>
	17,824,534	195,079	3,424,176	-	-	<b>21,443,789</b>
<b>Net Changes for the Year</b>	(421,540)	(186,933)	2,428,819	-	51,216	<b>1,871,562</b>
<b>Balance, end of year</b>	-	<b>200,542</b>	<b>6,410,265</b>	-	<b>394,240</b>	<b>7,005,047</b>

## School District No. 61 (Greater Victoria)

Notes to Financial Statements

Year Ended June 30, 2020

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### 1. Authority and Purpose

The School District operates under the authority of the School Act of British Columbia as a corporation under the name of "The Board of Education of School District No. 61 (Greater Victoria)" and operates as "School District No. 61 (Greater Victoria)." A Board of Education ("Board") elected for a four-year term governs the School District. The School District provides educational programs to students enrolled in schools in the District, and is principally funded by the Province of British Columbia through the Ministry of Education. School District No. 61 (Greater Victoria) is exempt from federal and provincial corporate income taxes.

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

### 2. Summary of Significant Accounting Policies

#### (a) Basis of Accounting

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

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

As noted in Notes 2 (f) and 2 (m), Section 23.1 of the *Budget Transparency and Accountability Act* and its related regulations require the School District to recognize government transfers for the acquisition of capital assets into revenue on the same basis as the related amortization expense. As these transfers do not contain stipulations that create a liability, Canadian public sector accounting standards would require these grants to be fully recognized into revenue.

#### (b) Cash and Cash Equivalents

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

#### (c) Accounts Receivable

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



## School District No. 61 (Greater Victoria)

Notes to Financial Statements

Year Ended June 30, 2020

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### 2. Summary of Significant Accounting Policies (Continued)

#### (d) Portfolio Investments

The School District has investments in bonds that have a maturity of greater than 3 months at the time of acquisition. GICs, term deposits, bonds and other investments not quoted in an active market are reported at cost or amortized cost.

Detailed information regarding portfolio investments is disclosed in Note 4.

#### (e) Unearned Revenue

Unearned revenue includes tuition fees received for courses to be delivered in future periods and receipt of proceeds for services or products to be delivered in a future period. Revenue will be recognized in that future period when the services or products are delivered.

#### (f) Deferred Revenue and Deferred Capital Revenue

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

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

#### (g) Employee Future Benefits

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

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

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

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

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

## School District No. 61 (Greater Victoria)

Notes to Financial Statements  
Year Ended June 30, 2020

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### 2. Summary of Significant Accounting Policies (Continued)

#### (h) Liability for Contaminated Sites

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

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

The liability is recognized as management's estimate of the cost of post-remediation including operation, maintenance and monitoring that are an integral part of the remediation strategy for a contaminated site. At this time the School District has determined there are no liabilities for contaminated sites.

#### (i) Tangible Capital Assets

The following criteria apply:

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

Buildings	40 years
Site Improvements	10 years
Furniture and Equipment	10 years
Vehicles	10 years
Computer Software	5 years
Computer Hardware	5 years

## School District No. 61 (Greater Victoria)

Notes to Financial Statements  
Year Ended June 30, 2020

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### 2. Summary of Significant Accounting Policies (Continued)

#### (j) Capital Leases

Leases that, from the point of view of the lessee, transfer substantially all the benefits and risks incident to ownership of the property to the School District are considered capital leases. These are accounted for as an asset and an obligation. Capital lease obligations are recorded at the present value of the minimum lease payments excluding executor costs, e.g. insurance, maintenance costs, etc. The discount rate used to determine the present value of the lease payments is the lower of the School District's rate for incremental borrowing or the interest rate implicit in the lease.

All other leases are accounted for as operating leases and the related payments are charged to expenses as incurred.

#### (k) Prepaid Expenses

Payments for insurance, subscriptions, and maintenance contracts for use within the School District in a future period are included as a prepaid expense and stated at acquisition cost and are charged to expenses over the periods expected to benefit from it. Textbooks and other teaching supplies are expensed as purchased.

#### (l) Funds and Reserves

Certain amounts, as approved by the Board, are set aside in accumulated surplus for future operating and capital purposes. Transfers to and from funds and reserves are an adjustment to the respective fund when approved (see Note 13 – Interfund Transfers and Note 20 – Accumulated Surplus).

#### (m) Revenue Recognition

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

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

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

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

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

## School District No. 61 (Greater Victoria)

Notes to Financial Statements  
Year Ended June 30, 2020

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### 2. Summary of Significant Accounting Policies (Continued)

#### (m) Revenue Recognition (continued)

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

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

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

#### (n) Expenditures

Expenses are reported on an accrual basis. The cost of all goods consumed and services received during the year is expensed. Interest expense includes interest paid on capital lease obligations.

##### Allocation of Costs

- Operating expenses are reported by function, program and object. Whenever possible, expenses are determined by actual identification. Additional costs pertaining to specific instructional programs, such as special and aboriginal education, are allocated to these programs. All other costs are allocated to related programs.
- Actual salaries of personnel assigned to two or more functions or programs are allocated based on the time spent in each function and program. School-based clerical and principal and vice-principal salaries are allocated to school administration and may be partially allocated to other programs to recognize their other responsibilities.
- Employee benefits are allocated on a pro rata basis of overall salary expenses within each salary category.
- Supplies and services are allocated based on actual program identification.

#### (o) Financial Instruments

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

Financial instruments consist of cash and cash equivalents, accounts receivable, investments, accounts payable and accrued liabilities. The School District does not have any derivative financial instruments.

All financial assets and liabilities are recorded at cost or amortized cost and the associated transaction costs are added to the carrying value of these investments upon initial recognition. Transaction costs are incremental costs directly attributable to the acquisition or issue of a financial asset or a financial liability. The School District has not invested in any equity instruments that are quoted in an active market and has not designated any financial instruments to be recorded at fair value. The School District has no instruments in the fair value category.

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

## School District No. 61 (Greater Victoria)

Notes to Financial Statements

Year Ended June 30, 2020

### 2. Summary of Significant Accounting Policies (Continued)

(o) Financial Instruments (continued)

The fair values of these financial instruments approximate their carrying value, unless otherwise noted.

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

(p) Measurement Uncertainty

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

(q) Comparative Figures

Certain comparative figures presented in the financial statements have been reclassified to conform with the financial statement presentation adopted in the current year.

### 3. Accounts Receivable – Other Receivables

	June 30, 2020	June 30, 2019
Due from Agencies and Associations	\$ 465,685	\$ 464,794
Due from Government of Canada	201,187	169,842
Other Receivables	3,542,848	1,608,198
	<u>\$ 4,209,720</u>	<u>\$ 2,242,834</u>

### 4. Portfolio Investments

Portfolio investments is comprised of a 7.6% Province of Ontario Bond maturing June 2, 2027. The market value of the investments as of June 30, 2020 was \$0.72 million (2019: \$0.7 million).

### 5. Bank Indebtedness

The School District has an unutilized line of credit facility agreement with the CIBC, dated March 12, 2009, in the amount of \$1,500,000.

**School District No. 61 (Greater Victoria)**Notes to Financial Statements  
Year Ended June 30, 2020**6. Accounts Payable and Accrued Liabilities – Other**

	June 30, 2020	June 30, 2019
Trade Payables	\$ 3,203,048	\$ 2,255,111
Salaries and Benefits Payable	15,946,873	14,334,326
Accrued Vacation Pay	2,262,208	1,660,515
Holdback Payables	713,391	41,701
International Student Program Fee Payable	4,842,912	6,294,765
Other	594,500	649,342
	<u>\$ 27,562,932</u>	<u>\$ 25,235,760</u>

International Student Program Fees Payable in the amount of \$4,842,912 (2019: \$6,294,765) is comprised of homestay fees of \$3,837,807 (2019: \$5,080,341) and medical fees of \$1,005,105 (2019: \$1,214,424). These amounts are collected and paid by the School District on behalf of the International Student Program. The same amount included in cash and cash equivalents is restricted and not available for general use.

**7. Unearned Revenue**

	June 30, 2020	June 30, 2019
Unearned Revenue, Beginning of Year	\$ 11,698,627	\$ 11,570,216
Changes for the Year:		
Increase:		
Tuition fees	12,190,967	16,349,502
Rentals and Leases	1,800,387	2,050,428
Other	-	1,621
Summer school	2,090	26,616
	<u>13,993,444</u>	<u>18,428,167</u>
Decrease:		
Tuition fees	15,399,179	15,996,492
Rentals and Leases	1,784,511	2,093,927
Other	5,171	156,750
Summer school	31,541	52,587
	<u>17,220,402</u>	<u>18,299,756</u>
Net Changes for the Year	(3,226,958)	128,411
Unearned Revenue, End of Year	<u>\$ 8,471,669</u>	<u>\$ 11,698,627</u>

Unearned Revenue includes tuition collected from International students for school terms beginning after June 30, 2020. Due to COVID-19 and associated restrictions by the Government of Canada, only students with a study permit application approved before March 18, 2020 are able to enter Canada to study. Tuition refunds of \$412,962 were requested to be paid subsequent to June 30.

## School District No. 61 (Greater Victoria)

Notes to Financial Statements

Year Ended June 30, 2020

### 8. Deferred Revenue

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

	June 30, 2020	June 30, 2019
Deferred Revenue, Beginning of Year	\$ 5,097,117	\$ 4,333,871
Changes for the Year:		
Increase:		
Provincial Grants - Ministry of Education	26,798,530	25,222,760
Other	5,005,783	7,000,897
Investment Income	162,991	129,854
	<u>31,967,304</u>	<u>32,353,511</u>
Decrease:		
Allocation to Revenue	29,958,242	31,371,217
Recovered	461,224	219,048
	<u>30,419,466</u>	<u>31,590,265</u>
Net Changes for the Year	1,547,838	763,246
Deferred Revenue, End of Year	\$ 6,644,955	\$ 5,097,117

### 9. Deferred Capital Revenue

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

#### Deferred Capital Revenue:

	June 30, 2020	June 30, 2019
Deferred Capital Revenue, Beginning of Year	\$ 185,217,944	\$ 180,963,444
Changes for the Year:		
Increase:		
Transferred from Deferred Capital Revenue – Capital Additions	604,104	64,733
Transferred from Deferred Capital Revenue – Work in Progress	7,030,621	11,336,990
	<u>7,634,725</u>	<u>11,401,723</u>
Decrease:		
Amortization of Deferred Capital Revenue	7,426,505	7,147,223
	<u>7,426,505</u>	<u>7,147,223</u>
Net Changes for the Year	208,220	4,254,500
Deferred Capital Revenue, End of Year	\$ 185,426,164	\$ 185,217,944

**School District No. 61 (Greater Victoria)**Notes to Financial Statements  
Year Ended June 30, 2020**9. Deferred Capital Revenue (Continued)****Deferred Capital Revenue – Work in Progress:**

	June 30, 2020	June 30, 2019
Work in Progress, Beginning of Year	\$ 2,592,619	\$ 4,368,034
Changes for the Year:		
Increase:		
Transferred from Unspent Deferred Capital Revenue	17,146,042	9,561,575
	<u>17,146,042</u>	<u>9,561,575</u>
Decrease:		
Transferred to Deferred Capital Revenue	7,030,621	11,336,990
	<u>7,030,621</u>	<u>11,336,990</u>
Net Changes for the Year	10,115,421	(1,775,415)
Work in Progress, End of Year	\$ 12,708,040	\$ 2,592,619

**Unspent Deferred Capital Revenue:**

	June 30, 2020	June 30, 2019
Unspent Deferred Capital Revenue, Beginning of Year	\$ 5,133,485	\$ 6,711,280
Changes for the Year:		
Increase:		
Provincial Grants - Ministry of Education	17,411,140	4,762,205
Provincial Grants - Other	5,852,995	4,495,871
Other	45,324	811,218
Investment Income	5,892	8,121
	<u>23,315,351</u>	<u>10,077,415</u>
Decrease:		
Transferred to Deferred Capital Revenue – Capital Additions	604,104	64,733
Transferred to Deferred Capital Revenue – Work in Progress	17,146,042	9,561,575
Bylaw and Other Provincial Capital Expenditures	3,693,643	2,028,902
	<u>21,443,789</u>	<u>11,655,210</u>
Net Changes for the Year	1,871,562	(1,577,795)
Unspent Deferred Capital Revenue, End of Year	\$ 7,005,047	\$ 5,133,485
<b>Total Deferred Capital Revenue, End of Year</b>	<b>\$ 205,139,251</b>	<b>\$ 192,944,048</b>



## School District No. 61 (Greater Victoria)

Notes to Financial Statements  
Year Ended June 30, 2020

### 10. Employee Future Benefits

The School District provides certain benefits upon retirement including vested sick leave, accumulating non-vested sick leave, lump sum retirement payments, vacation, overtime and death benefits for qualified employees pursuant to certain contracts and union agreements. Funding is provided when the benefits are paid and accordingly, there are no plan assets. Although no plan assets are uniquely identified, the School District has provided for the payment of these benefits.

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

	June 30, 2020	June 30, 2019
Discount Rate - April 1	2.50%	2.75%
Discount Rate - March 31	2.25%	2.50%
Long-Term Salary Growth - April 1	2.50%+seniority	2.50%+seniority
Long-Term Salary Growth - March 31	2.50%+seniority	2.50%+seniority
Expected Average Remaining Service Lifetime - March 31	10.3	10.3

	June 30, 2020	June 30, 2019
<b>Reconciliation of Accrued Benefit Obligation:</b>		
Accrued Benefit Obligation - April 1	\$ 2,800,750	\$ 2,658,742
Service Cost	268,844	247,143
Interest Cost	72,237	75,798
Benefit Payments	(253,995)	(251,118)
Actuarial Loss	(52,217)	70,185
Accrued Benefit Obligation - March 31	\$ 2,835,619	\$ 2,800,750

<b>Reconciliation of Funded Status at End of Fiscal Year:</b>		
Accrued Benefit Obligation - March 31	\$ 2,835,619	\$ 2,800,750
Market Value of Plan Assets - March 31	-	-
Funded Status - Deficit	(2,835,619)	(2,800,750)
Employer Contributions After Measurement Date	25,030	39,231
Benefit Expense After Measurement Date	(87,672)	(85,270)
Unamortized Net Actuarial Loss	64,091	147,512
Accrued Benefit Liability - June 30	\$ (2,834,171)	\$ (2,699,277)

<b>Reconciliation of Change in Accrued Benefit Liability:</b>		
Accrued Benefit Liability - July 1	\$ 2,699,277	\$ 2,632,598
Net Expense for Fiscal Year	374,687	343,819
Employer Contributions	(239,794)	(277,140)
Accrued Benefit Liability - June 30	\$ 2,834,171	\$ 2,699,277

<b>Components of Net Benefit Expense:</b>		
Service Cost	\$ 272,581	\$ 252,568
Interest Cost	70,902	74,908
Amortization of Net Actuarial Loss	31,204	16,343
Net Benefit Expense	\$ 374,687	\$ 343,819

**School District No. 61 (Greater Victoria)**

Notes to Financial Statements  
Year Ended June 30, 2020

**11. Tangible Capital Assets**

**June 30, 2020**

<b>Cost:</b>	Balance at June 30, 2019	Additions	Disposals / Reclassification	Transfers (WIP)	Balance at June 30, 2020
Sites	\$ 10,833,717	\$ -	\$ -	\$ -	\$ 10,833,717
Site Improvements	1,700,000	-	-	-	1,700,000
Buildings	361,513,977	287,421	-	7,027,071	368,828,469
Buildings – WIP	2,940,900	17,596,812	-	(7,027,071)	13,510,641
Furniture & Equipment	10,050,239	971,904	(718,268)	768,853	11,072,728
Furniture & Equipment – WIP	17,555	774,153	-	(768,853)	22,855
Vehicles	851,259	268,289	(27,962)	-	1,091,586
Computer Software	367,493	-	(128,029)	-	239,464
Computer Hardware	8,967,814	525,011	(1,122,325)	114,915	8,485,415
Computer Hardware – WIP	4,097	110,818	-	(114,915)	0
<b>Total</b>	<b>\$ 397,247,051</b>	<b>\$20,534,408</b>	<b>\$ (1,996,584)</b>	<b>\$ -</b>	<b>\$ 415,784,875</b>

<b>Accumulated Amortization:</b>	Balance at June 30, 2019	Additions	Disposals / Reclassification	Transfers (WIP)	Balance at June 30, 2020
Sites	\$ -	\$ -	\$ -	\$ -	\$ -
Site Improvements	425,000	170,000	-	-	595,000
Buildings	150,150,766	7,972,178	-	-	158,122,944
Furniture & Equipment	3,481,226	1,092,062	(718,268)	-	3,855,020
Vehicles	269,959	98,540	(27,962)	-	340,537
Computer Software	222,117	73,499	(128,029)	-	167,587
Computer Hardware	4,102,233	1,857,555	(1,122,325)	-	4,837,463
<b>Total</b>	<b>\$ 158,651,301</b>	<b>\$ 11,263,834</b>	<b>\$ (1,996,584)</b>	<b>\$ -</b>	<b>\$ 167,918,551</b>

**June 30, 2019**

<b>Cost:</b>	Balance at June 30, 2018	Additions	Disposals / Reclassification	Transfers (WIP)	Balance at June 30, 2019
Sites	\$ 10,833,717	\$ -	\$ -	\$ -	\$ 10,833,717
Site Improvements	1,700,000	-	-	-	1,700,000
Buildings	346,742,105	840,048	-	13,931,824	361,513,977
Buildings – WIP	4,424,780	12,447,944	-	(13,931,824)	2,940,900
Furniture & Equipment	9,200,377	680,011	(640,547)	810,398	10,050,239
Furniture & Equipment – WIP	3,699	824,254	-	(810,398)	17,555
Vehicles	836,300	118,912	(103,953)	-	851,259
Computer Software	367,493	-	-	-	367,493
Computer Hardware	8,681,296	977,147	(978,564)	287,935	8,967,814
Computer Hardware – WIP	-	292,032	-	(287,935)	4,097
<b>Total</b>	<b>\$ 382,789,767</b>	<b>\$16,180,348</b>	<b>\$ (1,723,064)</b>	<b>\$ -</b>	<b>\$ 397,247,051</b>

**School District No. 61 (Greater Victoria)**

Notes to Financial Statements  
 Year Ended June 30, 2020

**11. Tangible Capital Assets (Continued)**

**June 30, 2019 (Continued)**

<b>Accumulated Amortization:</b>	Balance at June 30, 2018	Additions	Disposals / Reclassification	Transfers (WIP)	Balance at June 30, 2019
Sites	\$ -	\$ -	\$ -	\$ -	\$ -
Site Improvements	255,000	170,000	-	-	425,000
Buildings	142,413,293	7,737,473	-	-	150,150,766
Furniture & Equipment	3,127,215	994,558	(640,547)	-	3,481,226
Vehicles	284,337	89,575	(103,953)	-	269,959
Computer Software	148,618	73,499	-	-	222,117
Computer Hardware	3,218,030	1,862,767	(978,564)	-	4,102,233
<b>Total</b>	<b>\$ 149,446,493</b>	<b>\$ 10,927,872</b>	<b>\$ (1,723,064)</b>	<b>\$ -</b>	<b>\$ 158,651,301</b>

**Net Book Value:**

	Net Book Value June 30, 2020	Net Book Value June 30, 2019
Sites	\$ 10,833,717	\$ 10,833,717
Site Improvements	1,105,000	1,275,000
Buildings	210,705,525	211,363,211
Buildings – WIP	13,510,641	2,940,900
Furniture & Equipment	7,217,708	6,569,013
Furniture & Equipment – WIP	22,855	17,555
Vehicles	751,049	581,300
Computer Software	71,877	145,376
Computer Hardware	3,647,952	4,865,581
Computer Hardware – WIP	-	-
	<b>\$ 247,866,324</b>	<b>\$ 238,595,750</b>

Buildings – Work in Progress having a value of \$13,510,641 (2019: \$2,940,900) and Furniture & Equipment – Work in Progress having a value of \$22,855 (2019: \$17,555) have not been amortized. Amortization of these assets commence when the asset is put into service.

The School District manages and controls various works of art including painting and sculptures. These assets are not recorded as tangible capital assets and are not amortized as a reasonable amount cannot be determined.

## School District No. 61 (Greater Victoria)

Notes to Financial Statements  
Year Ended June 30, 2020

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### 12. Employee Pension Plans

The School District and its employees contribute to the Teachers' Pension Plan and Municipal Pension Plan (jointly trustee pension plans). The boards of trustees for these plans, representing plan members and employers, are responsible for administering the pension plans, including investing assets and administering benefits. The plans are multi-employer defined benefit pension plans. Basic pension benefits are based on a formula. At December 31, 2018, the Teachers' Pension Plan has about 48,000 active members and approximately 38,000 retired members. As of December 31, 2018, the Municipal Pension Plan has about 205,000 active members, including approximately 26,000 from school districts.

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

The most recent actuarial valuation of the Teachers' Pension Plan as at December 31, 2017 indicated a \$1,656 million surplus for basic pension benefits on a going concern basis. As a result of the 2017 basic account actuarial valuation surplus, plan enhancements and contribution rate adjustments were made; the remaining \$644 million surplus was transferred to the rate stabilization account.

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

The School District paid \$18,222,175 for employer contributions to these plans in the year ended June 30, 2020 (2019: \$18,444,564).

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

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

### 13. Interfund Transfers

Interfund transfers between the operating, special purpose and capital funds for the year ended June 30, 2020 were as follows:

- Transfer from the operating fund to the capital fund \$1,430,611 for tangible capital assets purchased.
- Transfer from the special purpose fund to the capital fund \$128,450 for tangible capital assets purchased.
- Transfer from the operating fund to the capital fund (local capital) \$339,270 for the student device replacement reserve.
- Transfer from the operating fund to the capital fund (local capital) \$200,000 for the technology for learning equipment replacement reserve.
- Transfer from the operating fund to the capital fund (local capital) \$100,000 for the childcare capital replacement reserve.

## School District No. 61 (Greater Victoria)

Notes to Financial Statements

Year Ended June 30, 2020

### 14. Related Party Transactions

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

### 15. Contractual Obligations

The School District has entered into a number of multiple-year contracts for the delivery of services and operating leases. These contractual obligations will become liabilities in the future when the terms of the contracts are met. Disclosure relates to the unperformed portion of the contracts.

	2021	2022	2023	2024	2025	Thereafter
Youth and Family	\$ 1,673,354	\$1,673,354	-	\$ -	\$ -	\$ -
Catering	525,000	-	-	-	-	-
Transportation	802,000	-	-	-	-	-
Operating Lease	109,851	109,581	61,862	-	-	-
Total	\$ 3,110,205	\$1,782,935	\$ 61,862	\$ -	\$ -	\$ -

### 16. Contractual Rights

Contractual rights are rights to economic resources arising from contracts or agreements that will result in revenues and assets in the future. The School District's contractual rights arise because of contracts entered into for property leases. The following table summarizes the contractual rights of the School District for future assets:

	2021	2022	2023	2024	2025	Thereafter
Property Leases	\$ 434,909	\$ 358,242	\$ 358,242	\$ 315,479	\$ 217,158	\$2,688,811
Total	\$ 434,909	\$ 358,242	\$ 358,242	\$ 315,479	\$ 217,158	\$2,688,811

### 17. Budget Figures

Budget figures were approved by the Board through the adoption of an annual budget on April 17, 2019.

### 18. Contingent Liabilities and Assets

The School District, in conducting its usual business activities, is involved in various legal claims and litigation. In the event any unsettled claims are successful, management believes that such claims are not expected to have a material effect on the School District's financial position. A liability for these claims is recorded to the extent that the probability of a loss is likely and the amount of potential loss is estimable.

At June 30, 2020, unspent Classroom Enhancement Fund remedies totalled \$546,185. The School District was unable to reach an agreement with the local teachers' union regarding the treatment of the unspent remedies by June 30<sup>th</sup>. The Deferred Revenue balance is \$621,752.

Certain schools in the School District contain asbestos. No amount has been recorded in the financial statements with regard to this potential liability.

## School District No. 61 (Greater Victoria)

Notes to Financial Statements  
Year Ended June 30, 2020

### 19. Expense by Object

	June 30, 2020	June 30, 2019
Salaries and Benefits	\$ 207,084,373	\$ 200,365,403
Services and Supplies	30,416,634	33,798,087
Interest	-	-
Amortization	11,263,834	10,927,872
	<b>\$ 248,764,841</b>	<b>\$ 245,091,362</b>

### 20. Accumulated Surplus

The Internally Restricted Operating Funds represent the amount of funds committed for planned educational activities at the school level; for the completion of projects in progress at June 30, 2020; for outstanding purchase order commitments; and for the amounts approved for the 2019/2020 and 2020/2021 operating budgets. The Internally Restricted Capital Fund represents the balance from the Local Capital Reserve. The use of Local Capital is entirely at the discretion of the School District. Appropriations from Local Capital are made to finance projects as determined by the Board.

	June 30, 2020	June 30, 2019
Internally Restricted - Operating Fund		
Carry Forward of Unspent School Budgets	\$ 2,574,310	\$ 3,400,360
Carry Forward of Unspent Project Budgets	5,207,301	4,843,799
Purchase Order Commitments	560,082	419,972
COVID-19 Contingency	2,561,247	-
Appropriated for Future Years' Operating Budget	7,046,806	4,125,958
	<b>17,949,746</b>	<b>12,790,089</b>
Internally Restricted - Capital Fund		
Local Capital Reserve	2,396,235	3,204,698
	<b>20,345,981</b>	<b>15,994,787</b>
Total Internally Restricted Fund Balances	20,345,981	15,994,787
Unrestricted Operating Surplus	29,582	2,037,796
Invested in Tangible Capital Assets	45,217,965	46,271,032
	<b>\$ 65,593,528</b>	<b>\$ 64,603,615</b>

### 21. Economic Dependence

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

## School District No. 61 (Greater Victoria)

Notes to Financial Statements

Year Ended June 30, 2020

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### 22. Risk Management

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

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

a) Credit risk:

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

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

It is management's opinion that the School District is not exposed to significant credit risk associated with its cash deposits and investments as they are placed in recognized British Columbia institutions and the School District invests solely in bonds and guaranteed investment certificates.

b) Market risk:

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

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

Interest rate risk is the risk that the fair value or future cash flows of a financial instrument will fluctuate because of changes in the market interest rates. The School District is exposed to interest rate risk through its investments. It is management's opinion that the School District is not exposed to significant interest rate risk as they invest solely in bonds and guaranteed investment certificates.

c) Liquidity risk

Liquidity risk is the risk that the School District will not be able to meet its financial obligations as they become due.

The School District manages liquidity risk by continually monitoring actual and forecasted cash flows from operations and anticipated investing activities to ensure, as far as possible, that it will always have sufficient liquidity to meet its liabilities when due, under both normal and stressed conditions, without incurring unacceptable losses or risking damage to the School District's reputation.

Risk management and insurance services for all school districts in British Columbia are provided by the Risk Management Branch of the Ministry of Finance.

There has been no change to risk exposure from 2019 related to credit, market or liquidity risks.



OFFICE OF THE  
**SECRETARY-TREASURER**

556 BOLESKINE ROAD, VICTORIA, BRITISH COLUMBIA V8Z 1E8  
PHONE (250) 475-4108 FAX (250) 475-4112

---

TO: Audit Committee

FROM: Kim Morris, Secretary-Treasurer

DATE: September 21, 2020

**RE: Schedules as Required by the Financial Information Act  
for the period July 01, 2019 to June 30, 2020**

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In accordance with the *Financial Information Act* (the "Act"), each school district is required to prepare a Statement of Financial Information (SOFI) for each fiscal year within six months of the end of the fiscal year. The *Act*, together with the related regulation and directive, prescribes the information that is required to be included in the statement.

The required schedules have been completed for the year ended June 30, 2020:

- i) Management Report
- ii) Schedule of Debts (nil report)
- iii) Schedule of Guarantee and Indemnity Agreements (nil report)
- iv) Schedule of Remuneration and Expenses
- v) Statement of Severance Agreements
- vi) Schedule of Payments for the Provision of Goods and Services
- vii) Comparison of Scheduled Payments to the Audited Financial Statement Expenditures
- viii) School District Audited Financial Statements

The Schedule of Remuneration and Expenses individually lists employees with remuneration exceeding \$75,000. Section 6 of the Financial Information Regulation defines remuneration to include any form of salary, wages, taxable benefits, payment into trust or any form of income deferral paid by the District to an employee, or on behalf of an employee, whether or not such remuneration is reported under the Income Tax Act (Canada). Remuneration does not include anything payable under a severance agreement.

Taxable benefits include the employer-paid portion of certain employee benefits defined by the Canada Revenue Agency, such as group life insurance premiums.



Section 6 of the Financial Information Regulation defines expenses to include travel expenses, business meetings, memberships, tuition, relocation, extraordinary hiring expenses, registration fees and similar amounts paid directly to an employee, or to a third party on behalf of the employee. Expenses are not limited to those generally perceived as perquisites, or bestowing personal benefit, and may include expenditures required for employees to perform their job functions. Expenses exclude benefits of a general nature applicable to all employees pursuant to an agreement, such as medical, dental, counselling, insurance and similar plans.

The Schedule of Payments for the Provision of Goods and Services lists payments made to third parties for the supply of goods and services to the School District in excess of \$25,000.

**Recommended Motion:**

That the Board of Education of School District No. 61 (Greater Victoria) approve the schedules as required by the Financial Information Act for the period July 1, 2019 to June 30, 2020; AND FURTHER That the approved schedules be posted to the District website.



# OFFICE OF THE SECRETARY-TREASURER

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The Schedule of Payments for the Provision of Goods and Services lists payments made to third parties for the supply of goods and services to the School District in excess of \$25,000.

**Recommended Motion:**

That the Board of Education of School District No. 61 (Greater Victoria) approve the schedules as required by the Financial Information Act for the period July 1, 2019 to June 30, 2020; AND FURTHER That the approved schedules be posted to the District website.



**The Board of Education of  
SCHOOL DISTRICT NO. 61 (GREATER VICTORIA)**

*Schedules as required by*

# **The Financial Information Act**

*For the period July 01, 2019 to June 30, 2020*

**SCHOOL DISTRICT NO. 61 (GREATER VICTORIA)  
YEAR ENDED JUNE 30, 2020**

**SCHEDULES AS REQUIRED BY  
THE FINANCIAL INFORMATION ACT**

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# SCHOOL DISTRICT STATEMENT OF FINANCIAL INFORMATION (SOFI)

6049

SCHOOL DISTRICT NUMBER <b>61</b>	NAME OF SCHOOL DISTRICT <b>Greater Victoria</b>	YEAR <b>2019-2020</b>
OFFICE LOCATION(S) <b>556 Boleskine Road</b>		TELEPHONE NUMBER <b>250-475-3212</b>
MAILING ADDRESS <b>556 Boleskine Road</b>		
CITY <b>Victoria</b>	PROVINCE <b>BC</b>	POSTAL CODE <b>V8Z 1E8</b>
NAME OF SUPERINTENDENT <b>Shelley Green</b>		TELEPHONE NUMBER <b>250-475-4162</b>
NAME OF SECRETARY TREASURER <b>Kim Morris</b>		TELEPHONE NUMBER <b>250-475-4108</b>

### DECLARATION AND SIGNATURES

We, the undersigned, certify that the attached is a correct and true copy of the Statement of Financial Information for the year ended June 30, 2020

for School District No. 61 as required under Section 2 of the Financial Information Act.

SIGNATURE OF CHAIRPERSON OF THE BOARD OF EDUCATION	DATE SIGNED <b>Sept. 28, 2020</b>
SIGNATURE OF SUPERINTENDENT	DATE SIGNED <b>Sept. 28, 2020</b>
SIGNATURE OF SECRETARY TREASURER	DATE SIGNED <b>Sept. 28, 2020</b>

**SCHOOL DISTRICT NO. 61 (GREATER VICTORIA)  
YEAR ENDED JUNE 30, 2020**

**MANAGEMENT REPORT**

The Financial Statements contained in this Statement of Financial Information under the *Financial Information Act* have been prepared by management in accordance with Canadian Generally Accepted Accounting Principles for not-for-profit organizations, and the integrity and objectivity of these statements are management's responsibility.

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

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

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

On behalf of School District No. 61 (Greater Victoria)

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Shelley Green  
Superintendent of Schools  
September 28, 2020

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Kim Morris  
Secretary-Treasurer  
September 28, 2020

**SCHOOL DISTRICT NO. 61 (GREATER VICTORIA)  
YEAR ENDED JUNE 30, 2020**

**SCHEDULE OF DEBTS**

Information on all long-term debt is included in Statement 1 and in the Notes of the School District Audited Financial Statements.



**SCHOOL DISTRICT NO. 61 (GREATER VICTORIA)  
YEAR ENDED JUNE 30, 2020**

**SCHEDULE OF GUARANTEE AND INDEMNITY AGREEMENTS**

School District No. 61 (Greater Victoria) has not given any guarantee or indemnity under the Guarantees and Indemnities Regulation.

This statement is prepared pursuant to the *Financial Information Regulation, Schedule 1, Section 5.*

**SCHOOL DISTRICT NO. 61 (GREATER VICTORIA )  
YEAR ENDED JUNE 30, 2020**

**SCHEDULE SHOWING REMUNERATION AND EXPENSES PAID IN RESPECT OF EACH EMPLOYEE  
(IN EXCESS OF \$75,000)**

**ELECTED OFFICIALS**

<b>NAME</b>	<b>POSITION</b>	<b>REMUNERATION</b>	<b>EXPENSES</b>
DUNCAN, NICOLE	TRUSTEE	\$23,813.52	\$49.10
FERRIS, W THOMAS	TRUSTEE	\$23,813.52	\$1,311.76
HENTZE, ANGELA	TRUSTEE	\$23,813.52	\$2,345.31
LEONARD, ELAINE	TRUSTEE	\$23,813.52	\$49.10
MCNALLY, DIANE	TRUSTEE	\$23,813.52	\$49.10
PAINTER, RYAN	TRUSTEE	\$23,813.52	\$673.82
PAYNTER, ROB	TRUSTEE	\$23,813.52	\$49.13
WATTERS, JORDAN	TRUSTEE, CHAIR	\$26,813.52	\$3,999.39
WHITEAKER, ANN	TRUSTEE, VICE CHAIR	\$25,313.52	\$1,605.07
<b>TOTAL, ELECTED OFFICIALS</b>		<b>\$218,821.68</b>	<b>\$10,131.78</b>

**EMPLOYEES, OTHER THAN ELECTED OFFICIALS  
(Details of employees with remuneration that exceeds \$75,000)**

<b>NAME</b>	<b>POSITION</b>	<b>REMUNERATION</b>	<b>EXPENSES</b>
ABBOTT, ANDREW	FACILITATOR, INTERNATIONAL STUDENT PROGRAM (ISP)	\$77,731.32	\$0.00
ACHEM, JANICE	TEACHER	\$93,315.46	\$0.00
ADAMS, DANA	TEACHER	\$93,240.71	\$104.28
ADAMS, DONALD	TEACHER	\$78,602.44	\$0.00
ADAMS, JARED	TEACHER	\$82,933.31	\$0.00
ADAMS, MIKE	FACILITATOR, ISP	\$95,444.63	\$0.00
ADAMS, TANYA	TEACHER	\$79,697.48	\$0.00
ADAMSCHEK, DARLENE	TEACHER	\$76,384.05	\$0.00
ADAMSON, JENNIFER	PRINCIPAL	\$130,875.82	\$1,542.83
AERTS, THOMAS	PRINCIPAL	\$134,288.07	\$1,546.99
ALEXANDER, JEANETTE	SPEECH AND LANGUAGE PATHOLOGIST	\$82,429.28	\$0.00
ALEXANDER, SCOTT	TEACHER	\$94,674.72	\$771.10
ALLEN, RYAN	TEACHER	\$86,490.49	\$0.00
ALLSOPP, JONATHON	TEACHER	\$86,453.89	\$0.00
ALVAREZ, LOUISE	TEACHER	\$84,683.26	\$0.00
ALVERNAZ, CIDALIA	TEACHER	\$84,926.36	\$44.80
AMMON, ROBERT	TEACHER	\$93,340.79	\$0.00
ANDERSON, DANIELLE	TEACHER	\$78,699.53	\$882.00
ANDERSON, KELSEY	TEACHER	\$92,892.48	\$121.52
ANDERSON, RUSSELL	TEACHER	\$93,233.74	\$0.00
ANDISON, MARGOT	TEACHER	\$80,489.38	\$0.00
ANDREWS, KENNETH	PRINCIPAL	\$130,875.75	\$1,203.68
ARCHER, NANCY	VICE PRINCIPAL	\$117,560.17	\$1,103.27
ARIS, BRANDON	TEACHER	\$93,360.28	\$0.00
ARNOTT, DAN	TEACHER	\$84,956.32	\$68.90
ASHURST, DAVID	TEACHER	\$93,240.58	\$0.00
ASKEW, COURTNEY	ADVISOR, HUMAN RESOURCES	\$82,598.87	\$83.60
ATKINSON, PETER	TEACHER	\$84,498.38	\$29.40
ATTERBURY, JOHN	TEACHER	\$84,842.55	\$2,352.46
AWAI, DOUGLAS	TEACHER	\$86,194.56	\$0.00
AWALT, STACEY	TEACHER	\$84,948.43	\$87.85
AYLWARD, TRAVIS	TEACHER	\$85,034.81	\$0.00
AZZONI, CELESTINA	TEACHER	\$82,974.18	\$218.00
BACKHOUSE, DAVID	TEACHER	\$84,948.42	\$0.00
BADDELEY, GILLIAN	TEACHER	\$75,687.29	\$0.00
BAGGOTT, MARK	MANAGER, BUILDING OPERATIONS	\$95,161.48	\$300.00
BAILEY, DANA	TEACHER	\$84,948.24	\$0.00
BAINS, GINA	TEACHER	\$84,062.18	\$0.00
BAIRD, TARA	TEACHER	\$92,601.25	\$62.50
BAKER, GARY	TEACHER	\$95,253.50	\$544.70
BAKER, KATE	TEACHER	\$84,970.95	\$441.24
BALABUCH, ALLISON	TEACHER	\$93,240.47	\$0.00
BALDWIN, CAROLINE	TEACHER	\$93,224.50	\$0.00
BALL, CHRISTOPHER	TEACHER	\$93,349.78	\$90.00

**SCHOOL DISTRICT NO. 61 (GREATER VICTORIA )  
YEAR ENDED JUNE 30, 2020**

**SCHEDULE SHOWING REMUNERATION AND EXPENSES PAID IN RESPECT OF EACH EMPLOYEE  
(IN EXCESS OF \$75,000)**

**EMPLOYEES, OTHER THAN ELECTED OFFICIALS  
(Details of employees with remuneration that exceeds \$75,000)**

<b>NAME</b>	<b>POSITION</b>	<b>REMUNERATION</b>	<b>EXPENSES</b>
BALLARD, CORRIE	TEACHER	\$91,061.75	\$0.00
BARKS, JOSHUA	DISTRICT VICE PRINCIPAL	\$114,567.49	\$3,812.77
BARSS, TIM	TEACHER	\$96,597.56	\$0.00
BARWIN, ALAN	TEACHER	\$94,741.85	\$0.00
BASI, ROB	TEACHER	\$87,986.93	\$1,441.58
BATHURST-HUNT, REBECCA	TEACHER	\$78,662.15	\$0.00
BEATTIE, JORDANA	TEACHER	\$85,156.73	\$44.80
BEATTY, RACHELLE	TEACHER	\$81,656.48	\$0.00
BEAUCAGE, DOMINIQUE	TEACHER	\$93,315.60	\$0.00
BECKNER, PAULINE	TEACHER	\$89,665.74	\$0.00
BEDELL, JULIE	TEACHER	\$81,368.45	\$0.00
BEIERMEISTER, HEATHER	TEACHER	\$85,845.83	\$0.00
BELANGER, ELIZABETH	TEACHER	\$81,736.11	\$884.65
BELL, MAI	TEACHER	\$93,224.66	\$0.00
BELLAGENTE, TANYA	MANAGER, HUMAN RESOURCES	\$91,442.61	\$2,955.47
BELVEDERE, KYLA	TEACHER	\$86,421.22	\$52.94
BENDER, LOIS	PRINCIPAL	\$127,463.88	\$0.00
BENDER, SUSANNA	TEACHER	\$93,243.43	\$75.00
BENNETT, WILLO	TEACHER	\$84,948.60	\$0.00
BENTHAM, CAMELLIA	TEACHER	\$83,989.09	\$256.49
BERGERON, TODD	TEACHER	\$84,774.54	\$0.00
BERRY, JONATHON	TEACHER	\$94,690.88	\$0.00
BERUBE, MARIE-FRANCE	TEACHER	\$86,362.08	\$0.00
BEYER, ALANA	TEACHER	\$84,857.51	\$0.00
BIDNEY, BRUCE	PRINCIPAL	\$134,288.07	\$84.41
BIGAM, ABIGAIL	TEACHER	\$93,224.65	\$0.00
BILLINGS, DANIELLE	TEACHER	\$84,956.29	\$0.00
BJORNSON, DANA	TEACHER	\$94,654.73	\$0.00
BLACK, CERI	TEACHER	\$84,975.93	\$0.00
BLACK, TRENA	TEACHER	\$93,340.88	\$0.00
BLAIR, ANDREA	TEACHER	\$93,240.85	\$0.00
BLAZKOW, BREENA	TEACHER	\$81,725.54	\$69.80
BLECIC, KEVIN	TEACHER	\$93,240.36	\$3,279.11
BLOUIN, LORI	TEACHER	\$94,857.99	\$0.00
BLUNDON, PATRICIA	SPEECH AND LANGUAGE PATHOLOGIST	\$82,355.80	\$3,068.71
BOLDT, COLIN	TEACHER	\$91,158.82	\$0.00
BORICH, PAUL	TEACHER	\$76,469.46	\$0.00
BOTTINEAU, MONIQUE	TEACHER	\$82,936.01	\$0.00
BOUCHER, JOHANNE	TEACHER	\$76,471.39	\$0.00
BOULDING, SHAWN	PRINCIPAL	\$130,875.82	\$79.11
BOUSKA, GILLIAN	TEACHER	\$79,564.38	\$0.00
BOWDEN, ROBYN	MANAGER, HUMAN RESOURCES	\$81,903.61	\$146.98
BOWEN, ALEXANDER	TEACHER	\$77,484.25	\$0.00
BOWYER-SMYTH, SHARON	TEACHER	\$92,847.19	\$135.20
BRADLEY, BRIAN	TEACHER	\$86,520.93	\$24.63
BRADSHAW, CELESTE	TEACHER	\$81,949.93	\$0.00
BRADSHAW, TIM	TEACHER	\$91,742.82	\$0.00
BRAID-SKOLSKI, HILARY	VICE PRINCIPAL	\$114,812.96	\$1,061.71
BRAIN, TANI-LAUREEN	TEACHER	\$93,324.87	\$0.00
BRAUN, GILLIAN	PRINCIPAL	\$123,539.40	\$309.60
BREMAUD, FREDERIC	TEACHER	\$93,338.94	\$121.52
BRIGIDEAR, KARIAN	VICE PRINCIPAL	\$111,820.31	\$192.41
BRISBANE, LISA	TEACHER	\$84,423.28	\$0.00

**SCHOOL DISTRICT NO. 61 (GREATER VICTORIA )  
YEAR ENDED JUNE 30, 2020**

**SCHEDULE SHOWING REMUNERATION AND EXPENSES PAID IN RESPECT OF EACH EMPLOYEE  
(IN EXCESS OF \$75,000)**

**EMPLOYEES, OTHER THAN ELECTED OFFICIALS  
(Details of employees with remuneration that exceeds \$75,000)**

<b>NAME</b>	<b>POSITION</b>	<b>REMUNERATION</b>	<b>EXPENSES</b>
BROOKER, DEREK	TEACHER	\$93,224.67	\$0.00
BROOKES, KIERSTEN	TEACHER	\$91,329.62	\$0.00
BROWN, MARK	TEACHER	\$94,776.76	\$74.67
BROWN, RHIANNA	TEACHER	\$84,842.53	\$0.00
BRYAN, GARY	TEACHER	\$85,478.62	\$0.00
BUCHAN, JAMES	TEACHER	\$88,525.73	\$0.00
BUCHANAN, TODD	TEACHER	\$93,243.84	\$0.00
BUCKHAM, TANYA	TEACHER	\$84,861.38	\$0.00
BUCKINGHAM, ELISHA	TEACHER	\$77,099.61	\$0.00
BUCKINGHAM, TRENT	FACILITATOR, ISP	\$85,717.02	\$68.90
BUKOWSKI, DESIREE	TEACHER	\$76,182.63	\$43.88
BULLARD, TIMON	TEACHER	\$93,224.57	\$0.00
BUNDON, JESSE	TEACHER	\$89,648.64	\$68.90
BURGERS, SIMON	DISTRICT PRINCIPAL	\$130,875.82	\$657.44
BURLESON, WENDY	TEACHER	\$93,340.87	\$384.05
BUSBY, MAURA	TEACHER	\$93,349.83	\$20.00
BUSCH, KEVIN	TEACHER	\$91,669.82	\$0.00
BUSH, IAN	TEACHER	\$85,846.35	\$52.94
BUSHELL, ELLY	TEACHER	\$81,759.28	\$0.00
BUTCHER, DOMINIC	TEACHER	\$84,234.93	\$0.00
BUTLER, KEITH	TEACHER	\$93,240.66	\$0.00
CAIN, SHADRICK	TEACHER	\$94,792.67	\$0.00
CAIRNS, LAURIE	TEACHER	\$92,630.59	\$0.00
CALDWELL, HAROLD	DISTRICT PRINCIPAL	\$134,288.07	\$4,171.81
CALESTAGNE-MORELLI, ALISON	TEACHER	\$80,987.12	\$0.00
CAMERON, JULIANNE	TEACHER	\$93,240.67	\$0.00
CAMPBELL, BARBARA	TEACHER	\$78,101.66	\$45.70
CAMPBELL, COURTNEY	TEACHER	\$101,954.40	\$120.96
CAMPBELL, GRAHAM	TEACHER	\$85,410.51	\$187.61
CAMPBELL, JULIE	TEACHER	\$84,945.94	\$0.00
CAMPBELL, SCOTT	TEACHER	\$92,829.58	\$446.50
CANTY, ANDREW	DIRECTOR, INFORMATION TECHNOLOGY	\$127,705.50	\$4,806.95
CAPELLI, GIULIA	TEACHER	\$90,667.06	\$0.00
CARMICHAEL, ALLAN	TEACHER	\$86,385.51	\$1,411.88
CARSON, JEFFREY	TEACHER	\$84,966.72	\$0.00
CARTER, JERRY	TEACHER	\$84,911.02	\$22.14
CARTER, LEESA	TEACHER	\$86,402.79	\$0.00
CASO-ROHLAND, DEBRA	TEACHER	\$78,355.85	\$128.17
CASTELLANOS, NICOLE	TEACHER	\$92,747.01	\$0.00
CECH, GINA	TEACHER	\$84,862.02	\$0.00
CHALUPNIK, PETRA-ANN	TEACHER	\$93,353.78	\$0.00
CHAMBERS, JENNIFER	TEACHER	\$93,709.23	\$3,269.58
CHAN, NORMA	TEACHER	\$84,904.05	\$43.05
CHAN, SOPHIA	TEACHER	\$84,929.27	\$0.00
CHANT, JULIA	TEACHER	\$91,161.35	\$0.00
CHESSA, JUDITH	TEACHER	\$91,060.89	\$0.00
CHEWPOY, MICHAEL	TEACHER	\$84,956.26	\$80.55
CHIAPPETTA, MARY	TEACHER	\$93,758.71	\$3,200.80
CHRETIEN, DIANNE	VICE PRINCIPAL	\$111,820.30	\$856.50
CHRISTIANSON, JULIA	TEACHER	\$76,420.74	\$0.00
CHRISTOFF, DINA	TEACHER	\$86,833.27	\$0.00
CHRISTOFF, PATRICK	TEACHER	\$93,240.54	\$0.00
CHRISTY, NORAH-DAWN	TEACHER	\$94,781.22	\$62.50
CICCONE, TERESA	TEACHER	\$93,240.60	\$0.00
CIMON, MIMI	TEACHER	\$87,988.51	\$0.00
CLANCY, FIDELMA	TEACHER	\$77,099.91	\$0.00
CLARK, ALAN	TEACHER	\$93,340.70	\$0.00
CLARK, KEVIN	TEACHER	\$93,340.92	\$0.00

**SCHOOL DISTRICT NO. 61 (GREATER VICTORIA )  
YEAR ENDED JUNE 30, 2020**

**SCHEDULE SHOWING REMUNERATION AND EXPENSES PAID IN RESPECT OF EACH EMPLOYEE  
(IN EXCESS OF \$75,000)**

**EMPLOYEES, OTHER THAN ELECTED OFFICIALS  
(Details of employees with remuneration that exceeds \$75,000)**

<b>NAME</b>	<b>POSITION</b>	<b>REMUNERATION</b>	<b>EXPENSES</b>
CLEMENTS, OWEN	TEACHER	\$84,857.14	\$0.00
CLIFFORD, ESTHER	TEACHER	\$84,900.32	\$0.00
CLIFFORD, LEAH	TEACHER	\$76,056.98	\$0.00
COEY, HEATHER	TEACHER	\$93,240.55	\$0.00
COLANTONIO, SAVERIO	TEACHER	\$93,300.92	\$0.00
COLEMAN, DEANNA	TEACHER	\$93,158.26	\$0.00
COLEMAN, DANIELLE	TEACHER	\$93,366.08	\$0.00
COLLIE, LAURA	TEACHER	\$87,655.78	\$0.00
COLLINS, AMY	TEACHER	\$80,878.06	\$44.80
COMPANION, DARREN	TEACHER	\$84,499.40	\$0.00
CONDIE, RICHEL	TEACHER	\$91,060.51	\$834.84
CONIBEAR, FRANK	TEACHER	\$100,494.58	\$0.00
CONKIN, SARA	TEACHER	\$76,034.42	\$13.13
COONS, BRETON	TEACHER	\$93,349.87	\$287.57
COPP, ANNA	TEACHER	\$86,397.44	\$68.90
CORMIER, JASON	TEACHER	\$85,408.81	\$110.00
COTTIER, SUSAN	TEACHER	\$93,279.22	\$0.00
COUGHLIN, CAMMY	PRINCIPAL	\$127,464.69	\$835.72
COULTER, KERRI	TEACHER	\$93,340.84	\$0.00
COUTURE, MICHELLE	TEACHER	\$94,893.58	\$0.00
COWIE, TRACY	TEACHER	\$92,383.32	\$525.00
COX, JENNIFER	VICE PRINCIPAL	\$111,820.29	\$43.14
CRAWFORD, ROBERT	TEACHER	\$83,988.49	\$0.00
CREESE, JACQUELINE	TEACHER	\$87,505.64	\$0.00
CRISTANTE, DEAN	TEACHER	\$76,482.42	\$175.00
CRISTANTE, KOLETTE	TEACHER	\$84,948.22	\$0.00
CRISTINI, ROBYN	TEACHER	\$76,114.87	\$0.00
CRLJENKOVIC, CHRISTINA	TEACHER	\$85,528.24	\$62.50
CROCKER, GARY	TEACHER	\$93,299.62	\$0.00
CRUST, LYNN	TEACHER	\$84,857.24	\$0.00
CRYSTAL, TRACEY	TEACHER	\$93,369.05	\$0.00
CULLEN, AUDRA	TEACHER	\$91,060.94	\$0.00
CUNNINGHAM, BRADLEY	TEACHER	\$94,812.76	\$0.00
D'ENTREMONT, DARIN	TEACHER	\$84,842.56	\$0.00
DAGG, JODI	TEACHER	\$93,318.67	\$0.00
DAILYDE, PAUL	TEACHER	\$93,324.89	\$0.00
DAILYDE, TONYA	TEACHER	\$85,134.29	\$0.00
DANIELLS, PATRICIA	TEACHER	\$93,349.76	\$764.42
DANN, GABRIELLE	TEACHER	\$79,703.04	\$0.00
DANN, KATHLEEN	TEACHER	\$85,316.44	\$68.90
DANN, RONALD	TEACHER	\$93,299.74	\$114.27
DAVIDOV, LATCHEZAR	TEACHER	\$91,132.31	\$0.00
DAVIDSON, GILLIAN	TEACHER	\$77,298.17	\$0.00
DAVIS, DOUGLAS	TEACHER	\$84,857.20	\$0.00
DAVIS, JEFFREY	DIRECTOR, ISP	\$144,180.55	\$30,425.03
DAVIS, LESLIE	TEACHER	\$91,870.65	\$67.94
DAVIS, NADINE	TEACHER	\$75,640.04	\$0.00
DE MEDEIROS, ALEXANDER	TEACHER	\$94,883.03	\$0.00
DE VRIES, STEVEN	TEACHER	\$80,973.35	\$0.00
DEBLOIS, SARAH	TEACHER	\$92,410.34	\$0.00
DELEEuw, MARK	TEACHER	\$75,439.07	\$0.00
DEVLIN, JAIMEE	TEACHER	\$80,793.28	\$62.50
DHALIWAL, NIVTEJ	TEACHER	\$93,365.75	\$40.98
DI BIASE, JEANETTE	TEACHER	\$93,240.28	\$121.52
DI CICCIO, JOHN	TEACHER	\$84,842.56	\$0.00
DICKSON, CHRIS	TEACHER	\$86,428.53	\$542.08
DIEMERT RIVERA, RENEE	TEACHER	\$93,344.29	\$0.00
DIETIKER, MARTHA	TEACHER	\$81,919.91	\$0.00

**SCHOOL DISTRICT NO. 61 (GREATER VICTORIA )  
YEAR ENDED JUNE 30, 2020**

**SCHEDULE SHOWING REMUNERATION AND EXPENSES PAID IN RESPECT OF EACH EMPLOYEE  
(IN EXCESS OF \$75,000)**

**EMPLOYEES, OTHER THAN ELECTED OFFICIALS  
(Details of employees with remuneration that exceeds \$75,000)**

<b>NAME</b>	<b>POSITION</b>	<b>REMUNERATION</b>	<b>EXPENSES</b>
DIGESO, CANDICE	TEACHER	\$89,646.53	\$0.00
DIVOKY, PILAR	SENIOR MANAGER, MARKETING AND STUDENT SUPPORT, ISP	\$100,054.15	\$25,140.70
DIXON, MICHELLE	TEACHER	\$86,398.94	\$25.00
DODDS, KELLY	TEACHER	\$84,051.96	\$0.00
DOHERTY, KIRK	TEACHER	\$93,324.92	\$40.00
DORION, CHARLOTTE	TEACHER	\$93,340.82	\$0.00
DOWNING, GREGORY	TEACHER	\$85,697.93	\$183.40
DOYLE, DWAYNE	PRINCIPAL	\$127,463.88	\$244.86
DRESLER, RANDIE	TEACHER	\$75,972.90	\$0.00
DU PLESSIS, MITCHEL	TEACHER	\$91,177.90	\$0.00
DUCHARME, ROBERT	TEACHER	\$93,299.47	\$22.14
DUNN, SHANNON	TEACHER	\$79,850.46	\$126.24
DUNSTAN, DUANE	TEACHER	\$93,369.37	\$13.50
DURRANCE, DEBBIE	TEACHER	\$90,854.56	\$946.62
DUVAL, ROGER	TEACHER	\$86,475.36	\$0.00
DUYNDAM, JEFFREY	PRINCIPAL	\$124,355.04	\$558.13
DYLER, MICHELLE	TEACHER	\$77,036.15	\$0.00
EBRAHIM, SHAMEEM	TEACHER	\$86,508.01	\$15.25
EBY, CAROL	TEACHER	\$84,933.91	\$0.00
ECONOMOU, RUTH	TEACHER	\$84,929.77	\$0.00
EDWARDS, SHAWN	TEACHER	\$84,904.09	\$0.00
EGGERT, PETRA	VICE PRINCIPAL	\$114,813.00	\$2,416.78
ELLIOT, MAYLYN	TEACHER	\$94,067.24	\$0.00
ELLIOTT, KORRY	TEACHER	\$93,349.89	\$0.00
ELLISON, PETER	TEACHER	\$86,138.46	\$0.00
ELSDON, JOSHUA	TEACHER	\$94,882.71	\$0.00
EMDE, ERIC	TEACHER	\$76,407.53	\$1,372.97
EMERSON, DAVID	ASSISTANT MANAGER, BUILDING OPERATIONS	\$75,156.63	\$417.35
EMES, MARNIE	TEACHER	\$91,158.71	\$0.00
ENFIELD, SUSAN	TEACHER	\$91,864.34	\$0.00
ENGELBRECHT, EDITH	TEACHER	\$92,585.22	\$0.00
EPP, GILLIAN	TEACHER	\$76,230.16	\$0.00
ERICKSON, CAROLINE	TEACHER	\$79,869.13	\$0.00
EVANCHIEW, TODD	TEACHER	\$93,337.19	\$34.10
EVANCIO, LAURISSA	TEACHER	\$90,357.05	\$328.93
EWALD, HELENA	TEACHER	\$93,324.88	\$121.52
EWART, PAMELA	TEACHER	\$93,315.56	\$37.97
FAHR, JENNIFER	VICE PRINCIPAL	\$113,725.34	\$0.00
FALLAN, KAREN	TEACHER	\$93,264.35	\$0.00
FALLS, PATRICIA	PRINCIPAL	\$138,015.57	\$765.54
FAST, RICHARD	TEACHER	\$94,690.84	\$1,201.70
FAWCETT, INGRID	PRINCIPAL	\$127,463.88	\$64.56
FEHR, VANESSA	TEACHER	\$82,444.25	\$52.94
FERGUSON, BRUCE	TEACHER	\$102,147.24	\$0.00
FERREIRA, PHILIP	TEACHER	\$91,759.21	\$52.00
FINLAYSON, ERIN	TEACHER	\$94,812.11	\$188.86
FISCHBACH, SHELLEY	TEACHER	\$82,745.42	\$0.00
FISCHER, ERIC	MANAGER, FLEET AND TRANSPORTATION	\$95,848.09	\$4,269.56
FLATER, ALANA	FACILITATOR, ISP	\$79,936.57	\$0.00
FLEET, KATHERINE	TEACHER	\$84,960.67	\$0.00
FLETCHER, KENNETH	TEACHER	\$100,771.59	\$0.00
FOGELKLOU, TONY	TEACHER	\$95,253.73	\$21.04
FORSBERG, RAY	TEACHER	\$86,397.97	\$0.00
FORSYTH, ELAINE	TEACHER	\$91,186.74	\$0.00
FOSTER, AARON	PROJECT MANAGER, FACILITIES SERVICES	\$75,906.75	\$772.45
FRAMPTON, AARON	TEACHER	\$93,349.90	\$333.86
FRANCESCHINI, DIANE	TEACHER	\$93,318.56	\$0.00
FRASER, ARCHIE	ASSISTANT MANAGER, NETWORK & COMMUNICATIONS	\$83,579.75	\$748.84

**SCHOOL DISTRICT NO. 61 (GREATER VICTORIA )  
YEAR ENDED JUNE 30, 2020**

**SCHEDULE SHOWING REMUNERATION AND EXPENSES PAID IN RESPECT OF EACH EMPLOYEE  
(IN EXCESS OF \$75,000)**

**EMPLOYEES, OTHER THAN ELECTED OFFICIALS  
(Details of employees with remuneration that exceeds \$75,000)**

<b>NAME</b>	<b>POSITION</b>	<b>REMUNERATION</b>	<b>EXPENSES</b>
FRASER, GERRY	TEACHER	\$95,148.08	\$0.00
FRASER, LYNDA	TEACHER	\$84,842.54	\$0.00
FRASER, MICHAEL	TEACHER	\$93,315.56	\$0.00
FREIBERGER, ALIX	TEACHER	\$84,911.70	\$121.52
FRIESE, LONN	TEACHER	\$91,870.24	\$22.17
FRKETICH, ASHLEY	TEACHER	\$85,149.38	\$121.52
GAGE, BRYDEN	TEACHER	\$88,105.36	\$0.00
GAGNE, ANGIE	TEACHER	\$86,165.23	\$0.00
GALHON, SANJIV	VICE PRINCIPAL	\$105,833.61	\$1,071.77
GALWAY, LISA	TEACHER	\$84,060.25	\$0.00
GANN, OONAGH	TEACHER	\$84,842.55	\$0.00
GARAT, MELINDA	TEACHER	\$84,877.51	\$0.00
GARDNER, MARIE-CLAIRE	TEACHER	\$93,244.82	\$0.00
GARLAND, EVAN	MANAGER, INFORMATION TECHNOLOGY	\$89,539.90	\$3,301.47
GARNER, DEBORAH	TEACHER	\$79,702.43	\$24.24
GARRAWAY, BRENT	TEACHER	\$89,891.96	\$388.13
GAUCHER, HEATHER	TEACHER	\$75,113.56	\$0.00
GAUVREAU, CARMEN	PRINCIPAL	\$127,463.88	\$364.56
GEEHAN, JONATHAN	TEACHER	\$85,093.41	\$0.00
GEOGHEGAN, ROBERT	TEACHER	\$80,835.75	\$0.00
GEORGESSEN, NATHAN	TEACHER	\$94,073.89	\$0.00
GERBER, RAMY	VICE PRINCIPAL	\$111,820.35	\$0.00
GERHARDT, MARK	TEACHER	\$94,941.34	\$265.00
GERHART, AMBER	TEACHER	\$84,857.19	\$0.00
GERMAN, SUSAN	TEACHER	\$84,077.01	\$0.00
GIASSON, GUY	TEACHER	\$84,843.15	\$0.00
GIESBRECHT, CARTER	PRINCIPAL	\$130,875.84	\$1,645.65
GILBERT, JOHN	TEACHER	\$93,966.12	\$0.00
GILLESPIE, JAQUELINE	TEACHER	\$84,232.21	\$23.13
GILMOUR, ERIN	TEACHER	\$91,064.37	\$0.00
GLEESON, BARBARA	TEACHER	\$84,936.82	\$0.00
GLOVER, BREANNE	TEACHER	\$91,284.88	\$25.00
GOLDER, MICHAEL	TEACHER	\$84,970.91	\$0.00
GORDON, THOMAS	TEACHER	\$93,194.69	\$140.00
GOUGH, HANNAH	TEACHER	\$77,107.46	\$0.00
GOULET, SARAH	TEACHER	\$76,044.46	\$0.00
GRAHAM, RICHARD	TEACHER	\$77,017.55	\$0.00
GRANGER, CARMELLE	TEACHER	\$76,675.56	\$25.00
GRANGER, CHRIS	TEACHER	\$77,204.92	\$0.00
GRANT, EDWIN	TEACHER	\$76,421.18	\$0.00
GRANT, HEATHER	TEACHER	\$84,911.06	\$0.00
GRANT, NICOLE	TEACHER	\$84,856.70	\$0.00
GRAY, JOHN	TEACHER	\$93,315.40	\$25.68
GREEN, SHELLEY	SUPERINTENDENT OF SCHOOLS	\$207,756.89	\$12,226.04
GREENE, BEN	TEACHER	\$94,872.25	\$0.00
GREENWOOD, MICHAEL	TEACHER	\$97,398.66	\$0.00
GREW, CATHERINE	TEACHER	\$93,240.91	\$0.00
GREW, KEITH	TEACHER	\$94,536.76	\$550.00
GRIGOR, KAREN	TEACHER	\$92,666.81	\$128.18
GRINDER, MATTHEW	TEACHER	\$94,036.40	\$0.00
GRNOTTE, MEAGAN	TEACHER	\$82,089.50	\$0.00
GRONOW, PAUL	TEACHER	\$86,732.70	\$0.00
GROOT, CHUCK	TEACHER	\$93,326.56	\$0.00
GUAY, MARIE	TEACHER	\$93,318.45	\$0.00
GUIZZO, MARKO	TEACHER	\$86,482.43	\$0.00
GUTIERREZ, LUCAS	TEACHER	\$84,481.14	\$50.00

**SCHOOL DISTRICT NO. 61 (GREATER VICTORIA )  
YEAR ENDED JUNE 30, 2020**

**SCHEDULE SHOWING REMUNERATION AND EXPENSES PAID IN RESPECT OF EACH EMPLOYEE  
(IN EXCESS OF \$75,000)**

**EMPLOYEES, OTHER THAN ELECTED OFFICIALS  
(Details of employees with remuneration that exceeds \$75,000)**

<b>NAME</b>	<b>POSITION</b>	<b>REMUNERATION</b>	<b>EXPENSES</b>
GUY, DANI	TEACHER	\$84,846.98	\$0.00
GYBELS, ALLAN	TEACHER	\$84,842.56	\$0.00
HAAS, KIMBERLEY	TEACHER	\$86,816.07	\$204.10
HAIDAR, MICHELLE	VICE PRINCIPAL	\$114,812.97	\$738.80
HALL, LESLIE	TEACHER	\$93,240.67	\$0.00
HALLAM, SALLY	TEACHER	\$84,684.25	\$0.00
HALLETT, TODD	TEACHER	\$80,857.06	\$41.63
HALVERSON, PAMELA	DISTRICT PRINCIPAL	\$127,463.88	\$1,301.76
HAMILTON, GRAEME	TEACHER	\$93,340.07	\$0.00
HAMILTON, JULIE	TEACHER	\$93,227.86	\$0.00
HAMLIN, JONATHAN	DISTRICT VICE PRINCIPAL	\$111,820.36	\$2,493.58
HANSEN, JAMES	DISTRICT PRINCIPAL	\$127,463.88	\$1,562.46
HARCOS, NICOLE	TEACHER	\$80,988.82	\$0.00
HARRIS, MURRAY	PRINCIPAL	\$127,463.88	\$609.32
HARTE, CINDY	PRINCIPAL	\$127,463.88	\$513.30
HARTLEY, BRADLEY	TEACHER	\$84,948.85	\$0.00
HARTT, ARTEMIS	TEACHER	\$88,574.12	\$121.52
HARVEY, JENNIFER	TEACHER	\$84,948.50	\$0.00
HASLER, VICTORIA	TEACHER	\$93,364.32	\$0.00
HAVELAAR, NORA	TEACHER	\$93,365.93	\$52.94
HAYES, PAUL	TEACHER	\$88,008.17	\$0.00
HAYMES, CHRISTY	TEACHER	\$84,970.85	\$0.00
HAZELTON, RYAN	TEACHER	\$93,365.79	\$27.50
HEARSEY, BRIDGET	TEACHER	\$91,063.35	\$0.00
HEATHERINGTON, SHAMIM	TEACHER	\$94,841.57	\$0.00
HEFFELFINGER, LISA	TEACHER	\$91,138.79	\$120.00
HEGGIE, SANDRA	TEACHER	\$93,240.33	\$0.00
HEISLER, STEPHEN	TEACHER	\$96,060.72	\$0.00
HELM, AARON	TEACHER	\$86,742.68	\$0.00
HENDERSON, KEN	TEACHER	\$94,654.90	\$566.70
HENDRA, TANNIS	TEACHER	\$91,134.33	\$0.00
HENDY, JAMES	TEACHER	\$93,240.69	\$0.00
HENRY, TASHA	TEACHER	\$79,741.60	\$626.60
HERBERT, SHERRILL	TEACHER	\$84,948.49	\$0.00
HERMANSON, ANDREA	TEACHER	\$92,598.69	\$20.00
HERPERGER, AMY	TEACHER	\$93,365.86	\$0.00
HIBBERT, KATHERINE	TEACHER	\$89,097.28	\$0.00
HIGGINBOTHAM, KAREN	VICE PRINCIPAL	\$95,455.41	\$1,889.82
HIGGINS, LISA	TEACHER	\$76,489.74	\$0.00
HILL, JENNIFER	TEACHER	\$84,956.28	\$0.00
HINRICHSEN, CHRISTOPHER	TEACHER	\$88,190.06	\$60.00
HINRICHSEN, PATRICIA	TEACHER	\$89,822.01	\$0.00
HO, JENNIFER	TEACHER	\$94,882.51	\$0.00
HODGINS, HELENA	TEACHER	\$92,378.07	\$0.00
HOEFER, ELISE	TEACHER	\$82,177.88	\$168.00
HOFFMAN, ALLYSON	TEACHER	\$93,340.78	\$0.00
HOLSWORTH, JULIE	TEACHER	\$88,476.24	\$0.00
HOPE, GEORGINA	TEACHER	\$78,077.72	\$0.00
HORLOR, LINDSAY	TEACHER	\$87,438.68	\$116.55
HORTON, DEREK	TEACHER	\$82,045.44	\$50.00
HORWOOD, CHRISTINA	TEACHER	\$83,024.25	\$345.84
HOULDSWORTH, ERIN	TEACHER	\$90,525.40	\$110.00
HOUSTON, MELANIE	SPEECH AND LANGUAGE PATHOLOGIST	\$91,409.48	\$867.40
HOVIS, DAVID	PRINCIPAL	\$127,463.88	\$1,462.88
HOWARD, NELLIE	TEACHER	\$93,240.50	\$25.00
HOWE, CAROLYN	TEACHER	\$84,072.95	\$0.00
HOWE, CLAYTON	TEACHER	\$85,872.19	\$0.00
HUDSON, AARON	TEACHER	\$84,842.54	\$20.05



**SCHOOL DISTRICT NO. 61 (GREATER VICTORIA )  
YEAR ENDED JUNE 30, 2020**

**SCHEDULE SHOWING REMUNERATION AND EXPENSES PAID IN RESPECT OF EACH EMPLOYEE  
(IN EXCESS OF \$75,000)**

**EMPLOYEES, OTHER THAN ELECTED OFFICIALS  
(Details of employees with remuneration that exceeds \$75,000)**

<b>NAME</b>	<b>POSITION</b>	<b>REMUNERATION</b>	<b>EXPENSES</b>
HUMENIUK, LAURI	TEACHER	\$93,224.53	\$0.00
HUNT, JANELLE	TEACHER	\$93,224.62	\$0.00
HUNTER, ALIZA	TEACHER	\$86,397.31	\$125.00
HUSTON, WENDY	TEACHER	\$93,342.71	\$0.00
HUYTER, ROSALYNE	TEACHER	\$91,059.42	\$0.00
HYLDIG, DEANNA	TEACHER	\$75,529.75	\$0.00
HYNDMAN, SEANNA	TEACHER	\$80,055.25	\$62.50
INGSTRUP, ROSS	TEACHER	\$94,883.35	\$0.00
IRETON ROACH, MARJORIE	TEACHER	\$93,299.59	\$0.00
IRETON, CATHERINE	TEACHER	\$84,054.73	\$0.00
JAMES, CAMERON	TEACHER	\$84,842.56	\$0.00
JAMES, HEIDI	TEACHER	\$93,224.65	\$0.00
JANZEN, BARRY	VICE PRINCIPAL	\$117,805.71	\$21.04
JARDIM, ANDREA	TEACHER	\$80,041.37	\$0.00
JARDINE, DANIEL	TEACHER	\$84,857.15	\$0.00
JENKINS, CHRISTOPHER	TEACHER	\$101,147.64	\$4,308.11
JENSEN, MARNE	ASSOCIATE DIRECTOR, HUMAN RESOURCES	\$107,623.15	\$367.05
JENSEN, SELENA	TEACHER	\$93,324.77	\$0.00
JESSE, JOANNE	TEACHER	\$83,538.52	\$0.00
JODOIN, COLLEEN	TEACHER	\$84,842.56	\$0.00
JOHNSON, AMANDA	VICE PRINCIPAL	\$97,165.22	\$1,018.74
JOHNSON, BRETT	PRINCIPAL	\$127,463.88	\$1,587.86
JOHNSON, JASON	VICE PRINCIPAL	\$116,738.93	\$345.41
JOHNSON, LINDSAY	DISTRICT VICE PRINCIPAL	\$108,829.11	\$3,190.34
JOHNSON, NEAL	TEACHER	\$84,933.85	\$264.10
JOHNSON, SUSIE	TEACHER	\$76,922.15	\$25.00
JOHNSTON, CATHERINE	TEACHER	\$84,842.56	\$0.00
JOHNSTON, PETER	TEACHER	\$84,842.59	\$0.00
JOLLIFFE, PARKER	TEACHER	\$93,224.62	\$0.00
JONES, ALECIA	TEACHER	\$80,321.18	\$0.00
JONES, FIONA	TEACHER	\$84,948.45	\$0.00
JONES, TAMARA	TEACHER	\$86,561.13	\$0.00
JORGENSEN, READ	PRINCIPAL	\$127,397.71	\$1,376.33
JORY, MEGAN	TEACHER	\$92,706.81	\$0.00
JOST, SANDRA	PRINCIPAL	\$123,771.90	\$483.20
JUN, SUNG YUN	VICE PRINCIPAL	\$102,483.96	\$448.00
KARIM, KASSAM	TEACHER	\$98,994.28	\$45.73
KARPES, KATRINKA	TEACHER	\$84,862.11	\$0.00
KARPIAK, CHRISTINE	TEACHER	\$83,915.11	\$0.00
KEANE, HAYLEY	TEACHER	\$78,891.44	\$0.00
KELLY, JENNIFER	TEACHER	\$80,061.68	\$0.00
KENNEDY, CALEB	TEACHER	\$78,628.88	\$0.00
KENNEDY, MELANIE	TEACHER	\$93,240.68	\$0.00
KENNELL, GLYNNIS	TEACHER	\$91,061.05	\$0.00
KERR, DAWNA	TEACHER	\$84,925.36	\$0.00
KHOSLA, GAUTAM	VICE PRINCIPAL	\$114,813.00	\$1,111.12
KHOSLA, SARAH	VICE PRINCIPAL	\$114,813.04	\$4,524.11
KIDD, BERNARD	TEACHER	\$86,430.28	\$3,916.49
KIDD, WENDY	TEACHER	\$93,240.11	\$0.00
KIERNAN, MICHAEL	TEACHER	\$93,324.89	\$0.00
KILPATRICK, KRISTY	TEACHER	\$84,470.24	\$0.00
KIND, CINDY	TEACHER	\$91,060.94	\$0.00
KING, CLAIRE	TEACHER	\$93,224.68	\$0.00
KINNEAR, MYA	TEACHER	\$77,328.70	\$567.47
KINNEAR, ROBERT	TEACHER	\$78,628.60	\$0.00
KIRZINGER, EMILY	VICE PRINCIPAL	\$117,805.68	\$1,091.43
KITCHEN, GREG	ASSOCIATE SUPERINTENDENT	\$171,473.54	\$8,061.45
KITTMER, LISA	TEACHER	\$91,171.94	\$43.56

**SCHOOL DISTRICT NO. 61 (GREATER VICTORIA )  
YEAR ENDED JUNE 30, 2020**

**SCHEDULE SHOWING REMUNERATION AND EXPENSES PAID IN RESPECT OF EACH EMPLOYEE  
(IN EXCESS OF \$75,000)**

**EMPLOYEES, OTHER THAN ELECTED OFFICIALS  
(Details of employees with remuneration that exceeds \$75,000)**

<b>NAME</b>	<b>POSITION</b>	<b>REMUNERATION</b>	<b>EXPENSES</b>
KIVELL, SIOBHAN	TEACHER	\$83,813.50	\$0.00
KLOVANCE, MARY	TEACHER	\$77,788.41	\$261.45
KOCH, SHAUNEEN	TEACHER	\$85,650.49	\$0.00
KOLEBA, JANE	TEACHER	\$93,240.78	\$0.00
KONING, BERNARD	TEACHER	\$90,676.92	\$166.05
KOSCIK, KIMBERLY	TEACHER	\$75,827.20	\$16.43
KOSH, JACKIE	TEACHER	\$84,948.42	\$0.00
KOUTOUGOS, CHRISTOPHER	VICE PRINCIPAL	\$117,805.70	\$2,264.56
KREISZ, HEIDI	TEACHER	\$84,856.43	\$0.00
KRUGER, BRIAN	TEACHER	\$86,595.47	\$44.80
KUCHER, AMELITA	TEACHER	\$86,428.55	\$295.57
KURTZ, MARIE	TEACHER	\$91,158.78	\$0.00
LACY, DONALD	TEACHER	\$76,362.35	\$0.00
LAM, ROBIN	TEACHER	\$84,948.43	\$120.00
LAMONT, CATHERINE	TEACHER	\$91,134.76	\$0.00
LANCASTER, CINDY	TEACHER	\$93,340.19	\$120.00
LANSDELL, SEAN	TEACHER	\$84,975.20	\$0.00
LAROUCHE, DONNA	TEACHER	\$84,962.62	\$0.00
LEBLOND, DONALD	TEACHER	\$77,457.09	\$0.00
LEDET, PAUL	VICE PRINCIPAL	\$114,076.51	\$1,345.11
LEDUC, RHONDA	TEACHER	\$93,316.13	\$140.00
LEE, JACOB	TEACHER	\$84,973.86	\$0.00
LEE, MICHELLE	TEACHER	\$91,066.24	\$0.00
LEE, WINNIE	TEACHER	\$93,324.88	\$1,070.30
LELONDE, PAMELA	TEACHER	\$84,862.20	\$0.00
LEMON, ALEX	TEACHER	\$95,962.53	\$62.50
LENO, LAURA	TEACHER	\$84,948.47	\$0.00
LEROY, CLODAGH	SPEECH AND LANGUAGE PATHOLOGIST	\$85,521.65	\$134.78
LESIUK, JEANETTE	TEACHER	\$76,120.74	\$168.00
LEVINSON, TAMI	TEACHER	\$91,229.29	\$495.84
LIDDELL, RACHEL	TEACHER	\$84,857.43	\$1,001.70
LIDSTONE, MARIANNE	TEACHER	\$84,925.61	\$0.00
LIENARD-BOISJOLI, BYRON	TEACHER	\$91,060.64	\$0.00
LILYHOLM, ROBERT	TEACHER	\$93,237.37	\$0.00
LIM, TERRENCE	TEACHER	\$84,246.90	\$166.05
LINDSAY, SHONA	TEACHER	\$93,234.46	\$452.81
LINDSETH, IAN	TEACHER	\$86,382.85	\$0.00
LINNELL, DEBORAH	TEACHER	\$84,842.65	\$44.80
LITSTER, JONATHAN	SENIOR MANAGER, MARKETING AND STUDENT SUPPORT, ISP	\$95,712.74	\$24,139.90
LOUGHTON, JACQUELINE	TEACHER	\$88,268.59	\$0.00
LOUKES, JEFFREY	TEACHER	\$93,240.37	\$0.00
LUBINICH, CHRISTOPHER	TEACHER	\$76,785.77	\$0.00
LUNDGREN, KRISTEN	TEACHER	\$84,948.26	\$0.00
LUNT, FIONA	TEACHER	\$84,842.56	\$0.00
LUTES, KATIE	TEACHER	\$82,184.02	\$0.00
LUTSCH, AARON	TEACHER	\$81,615.46	\$0.00
MACDONALD, SUZANNE	TEACHER	\$92,269.32	\$0.00
MACINTOSH, CHRISTOPHER	PRINCIPAL	\$130,875.82	\$49.93
MACISAAC, MELANIE	TEACHER	\$93,224.68	\$27.50
MACKENZIE, CAROLINE	TEACHER	\$84,947.12	\$0.00
MACLELLAN, LAURA	TEACHER	\$80,870.37	\$100.00
MACMASTER, MEGAN	DISTRICT PSYCHOLOGIST	\$78,087.52	\$793.55
MADDERN, METTHEA	TEACHER	\$94,163.88	\$645.30
MAESTRELLO, JENNIFER	TEACHER	\$76,747.63	\$0.00
MAI, MARTIN	TEACHER	\$93,361.09	\$25.13
MAILHIOT, DALE	TEACHER	\$100,267.24	\$0.00
MALLET, DEIRDRE	TEACHER	\$80,211.13	\$0.00
MALLET, JOSEPH	TEACHER	\$78,560.57	\$154.80

**SCHOOL DISTRICT NO. 61 (GREATER VICTORIA )  
YEAR ENDED JUNE 30, 2020**

**SCHEDULE SHOWING REMUNERATION AND EXPENSES PAID IN RESPECT OF EACH EMPLOYEE  
(IN EXCESS OF \$75,000)**

**EMPLOYEES, OTHER THAN ELECTED OFFICIALS  
(Details of employees with remuneration that exceeds \$75,000)**

<b>NAME</b>	<b>POSITION</b>	<b>REMUNERATION</b>	<b>EXPENSES</b>
MALLORY, DIANNE	TEACHER	\$83,914.68	\$0.00
MALLORY, DOUGLAS	TEACHER	\$93,226.54	\$0.00
MANN, STEPHANIE	TEACHER	\$91,097.23	\$0.00
MANNING, PAULA	TEACHER	\$93,240.66	\$0.00
MARCHANT, DANA	DISTRICT BEHAVIOURAL CONSULTANT	\$78,732.84	\$755.17
MARCHI, JEFF	TEACHER	\$95,316.57	\$316.82
MARCZYK, LISA	TEACHER	\$88,395.95	\$0.00
MARGETTS, MARLA	PRINCIPAL	\$127,463.88	\$1,187.56
MARI, DANIEL	FACILITATOR, ISP	\$100,163.47	\$1,225.20
MARLEY, EMMA	VICE PRINCIPAL	\$111,820.34	\$174.56
MARSH, SONJA	TEACHER	\$76,115.12	\$89.80
MARTA, LISA	TEACHER	\$84,842.51	\$0.00
MARTA, STEPHEN	TEACHER	\$84,842.47	\$0.00
MARTIN, JEANETTE	TEACHER	\$77,016.98	\$0.00
MARTIN, JENNIFER	TEACHER	\$93,340.82	\$0.00
MASINI, DAVID	TEACHER	\$84,911.06	\$0.00
MASON, CHELSEA	TEACHER	\$84,537.84	\$125.00
MATHIS, JENNIFER	TEACHER	\$93,368.82	\$125.00
MAWHINNEY, MELISSA	TEACHER	\$94,552.89	\$0.00
MAXWELL, AARON	VICE PRINCIPAL	\$114,813.02	\$0.00
MAXWELL, KWYN	TEACHER	\$84,842.81	\$0.00
MAY, FIONA	TEACHER	\$93,365.90	\$0.00
MAZZA, MICHAEL	TEACHER	\$93,238.77	\$0.00
MCBURNEY, NITA	EXECUTIVE ASSISTANT, SUPERINTENDENT OF SCHOOLS	\$86,086.23	\$1,118.83
MCCARTNEY, LEANNE	TEACHER	\$91,061.00	\$0.00
MCCARTNEY, SEAN	DISTRICT PRINCIPAL	\$130,875.83	\$1,727.05
MCCOY, CONNOR	PRINCIPAL	\$127,463.88	\$0.00
MCCREESH, TIMOTHY	VICE PRINCIPAL	\$111,820.34	\$609.32
MCDIARMID, JESSICA	TEACHER	\$84,517.34	\$0.00
MCDONALD, CHRIS	TEACHER	\$84,843.78	\$455.19
MCDONELL, RISA	TEACHER	\$78,538.57	\$0.00
MCGEE, KATRINA	TEACHER	\$93,079.67	\$0.00
MCINTOSH, GWYNETH	TEACHER	\$93,035.47	\$0.00
MCKAY, MARTHA	TEACHER	\$90,349.61	\$770.96
MCKEAN, ALEXIS	TEACHER	\$94,849.81	\$688.50
MCKEAN, DANIEL	TEACHER	\$94,690.71	\$407.88
MCKEE, HEATHER	TEACHER	\$93,339.34	\$77.00
MCKEE, COLTON	TEACHER	\$76,122.32	\$363.13
MCLAREN, GRAHAM	TEACHER	\$84,933.85	\$688.50
MCLAUGHLIN, SARAH	TEACHER	\$91,060.76	\$0.00
MCLEAN, MARY	TEACHER	\$79,202.94	\$0.00
MCMASTER, ELIZABETH	VICE PRINCIPAL	\$114,812.95	\$321.43
MCMILLAN, CATHY	TEACHER	\$79,646.87	\$241.52
MCMILLAN, DANNY	TEACHER	\$84,857.18	\$163.97
MCMORRAN, ANDREA	TEACHER	\$78,628.90	\$0.00
MCPHAIL, LISA	MANAGER, COMMUNICATIONS AND COMMUNITY ENGAGEMENT	\$80,610.15	\$3,245.97
MCTAVISH-HAHN, LAURA	TEACHER	\$93,362.06	\$269.46
MCVIE, ELAINE	PRINCIPAL	\$127,463.88	\$3,191.51
MEAD, KATHY	TEACHER	\$83,989.07	\$0.00
MEADOWS, ALLISON	TEACHER	\$86,490.96	\$0.00
MELDRUM, EDWARD	TEACHER	\$84,948.42	\$0.00
MELVIN, ELLEN	TEACHER	\$94,888.30	\$52.94
MENGUAL, ISABEL	TEACHER	\$77,948.03	\$484.73
MICHAEL, MORGANE	TEACHER	\$84,975.21	\$235.75
MILLIKEN, EMMA	TEACHER	\$84,845.54	\$52.91
MITCHELL, GORDON	PRINCIPAL	\$134,008.23	\$437.62
MITCHELL, JEFFREY	PRINCIPAL	\$127,463.84	\$0.00
MITCHELL, JOANNE	FIRST NATIONS COUNSELLOR	\$91,511.69	\$1,425.98

**SCHOOL DISTRICT NO. 61 (GREATER VICTORIA )  
YEAR ENDED JUNE 30, 2020**

**SCHEDULE SHOWING REMUNERATION AND EXPENSES PAID IN RESPECT OF EACH EMPLOYEE  
(IN EXCESS OF \$75,000)**

**EMPLOYEES, OTHER THAN ELECTED OFFICIALS  
(Details of employees with remuneration that exceeds \$75,000)**

<b>NAME</b>	<b>POSITION</b>	<b>REMUNERATION</b>	<b>EXPENSES</b>
MITCHELL, MAUREEN	TEACHER	\$76,002.27	\$0.00
MITCHELL, NATALIA	TEACHER	\$84,857.17	\$0.00
MONTGOMERY, DONNA	TEACHER	\$92,762.87	\$0.00
MOONLIGHT, DAVID	TEACHER	\$79,810.23	\$400.95
MOORE, ALISSA	VICE PRINCIPAL	\$117,805.69	\$907.06
MOORE, AUDREY	TEACHER	\$92,862.10	\$26.81
MOORE, JESSIE	VICE PRINCIPAL	\$93,440.54	\$935.38
MOORE, MARY	TEACHER	\$92,532.58	\$1,115.15
MOORE, MONIQUE	TEACHER	\$85,268.68	\$4,822.26
MOORE, WILLIAM	TEACHER	\$94,817.29	\$25.00
MOREAU, HEATHER	TEACHER	\$84,962.87	\$0.00
MOREAU, JOYCE	TEACHER	\$93,240.39	\$0.00
MOREAU, LEAH	PRINCIPAL	\$134,288.07	\$96.20
MORRELL, AMANDA	TEACHER	\$93,315.60	\$0.00
MORRIS, CHUCK	DIRECTOR, FACILITIES SERVICES	\$164,740.65	\$450.83
MORRIS, KIM	SECRETARY-TREASURER	\$122,489.64	\$10,437.49
MORRIS, MICHAEL	TEACHER	\$95,370.38	\$312.40
MORRISON, JEAN	TEACHER	\$91,765.99	\$0.00
MORRISON, JESSIE	TEACHER	\$83,619.96	\$0.00
MORSON, MICHELLE	TEACHER	\$93,349.79	\$0.00
MOSTYN, KATHLEEN	TEACHER	\$93,339.30	\$0.00
MUELLER, ANDREA	TEACHER	\$93,278.67	\$0.00
MULLEN, CLARE	TEACHER	\$84,842.53	\$0.00
MUNOZ, ERICKA	TEACHER	\$88,003.70	\$884.64
MURPHY, TIM	PRINCIPAL	\$119,916.30	\$993.00
MURPHY, WANDA	TEACHER	\$83,969.42	\$0.00
MURRAY, PAMELA	TEACHER	\$90,946.83	\$525.00
MYLES, SUNNY	TEACHER	\$93,349.94	\$123.33
MYTTENAR, MELINDA	TEACHER	\$79,294.03	\$0.00
NAST, RYAN	TEACHER	\$93,365.88	\$0.00
NAULT, LAURA	TEACHER	\$92,285.14	\$0.00
NEAL, BRYAN	TEACHER	\$86,497.96	\$110.00
NEILSON, MELANIE	TEACHER	\$83,853.74	\$0.00
NELSON, CATHARINE	TEACHER	\$84,857.16	\$183.75
NEUDORF, SHERRI	TEACHER	\$84,857.24	\$0.00
NEVES, COLLEEN	TEACHER	\$84,900.80	\$0.00
NEVILLE, RANDY	TEACHER	\$79,121.96	\$22.17
NEWELL, DAVID	TEACHER	\$94,320.67	\$625.00
NEWMAN-BENNETT, MICHELLE	TEACHER	\$88,048.48	\$0.00
NG, CHRISTINA	TEACHER	\$76,230.28	\$0.00
NGUYEN, KIRA	TEACHER	\$78,723.46	\$0.00
NICKERSON, CAREY	DISTRICT VICE PRINCIPAL	\$111,820.35	\$3,596.71
NICOLSON, JOANNE	TEACHER	\$84,534.85	\$0.00
NIEMI, SHELLY	DISTRICT ADMININISTRATOR, INDIGENOUS NATIONS	\$123,794.09	\$14,564.20
NIGH, CHERYL	TEACHER	\$93,241.12	\$0.00
NOLAN, JAIME	TEACHER	\$80,934.96	\$30.00
NORDSTROM, MARIA	TEACHER	\$93,346.31	\$884.64
NORRIS, AARON	VICE PRINCIPAL	\$117,805.69	\$1,298.95
NUGENT, JOY	VICE PRINCIPAL	\$111,820.27	\$1,130.24
NYHAN, KELLY	TEACHER	\$84,925.33	\$6.50
O'CONNOR, BRENNAN	PRINCIPAL	\$127,463.88	\$315.00
O'CONNOR, KYLA	TEACHER	\$84,692.79	\$0.00
O'DORNAN, SHARON	SPEECH AND LANGUAGE PATHOLOGIST	\$91,472.08	\$367.36
O'KEEFE, MARCY	TEACHER	\$84,856.72	\$0.00
O'REILLY, TAMARA	TEACHER	\$81,132.25	\$0.00
O'RYAN, JENNIFER	TEACHER	\$93,240.57	\$0.00
OHL, JENNY	TEACHER	\$84,841.79	\$62.50
OHL, PHILIP	VICE PRINCIPAL	\$102,724.74	\$539.19

**SCHOOL DISTRICT NO. 61 (GREATER VICTORIA )  
YEAR ENDED JUNE 30, 2020**

**SCHEDULE SHOWING REMUNERATION AND EXPENSES PAID IN RESPECT OF EACH EMPLOYEE  
(IN EXCESS OF \$75,000)**

**EMPLOYEES, OTHER THAN ELECTED OFFICIALS  
(Details of employees with remuneration that exceeds \$75,000)**

<b>NAME</b>	<b>POSITION</b>	<b>REMUNERATION</b>	<b>EXPENSES</b>
OLAFSON, TOVE	TEACHER	\$85,842.69	\$25.00
ONUMA, JODY	TEACHER	\$93,349.92	\$0.00
ORAAS, KAREN	TEACHER	\$79,594.61	\$0.00
ORME, GEOFFREY	TEACHER	\$93,324.79	\$17.69
OTTENBREIT, SUSAN	PRINCIPAL	\$111,820.32	\$1,515.07
OWEN, JASON	TEACHER	\$84,842.53	\$135.00
PAAS, MELANIE	VICE PRINCIPAL	\$117,805.69	\$990.96
PACKFORD, KEN	TEACHER	\$84,943.88	\$0.00
PALERMO, LENA	TEACHER	\$93,328.04	\$44.80
PANTALEO, PAUL	TEACHER	\$83,567.29	\$0.00
PARIS, JOSEE	PRINCIPAL	\$123,771.90	\$262.71
PARK, HEATHER	TEACHER	\$83,981.59	\$121.52
PARKER, AARON	PRINCIPAL	\$134,288.08	\$773.74
PARKER, CHRISTOPHER	TEACHER	\$84,857.21	\$0.00
PARKER, ROB	PRINCIPAL	\$130,875.82	\$2,773.45
PARKINSON, DONNA	TEACHER	\$86,498.33	\$3,341.18
PARLEE, JENNIFER	TEACHER	\$84,953.38	\$0.00
PARMAR, HERVINDER	DIRECTOR, FINANCE, BUDGETS AND FINANCIAL REPORTING	\$119,524.06	\$1,098.78
PARRY, MEGAN	TEACHER	\$79,874.59	\$0.00
PASK, SHANE	TEACHER	\$76,424.10	\$0.00
PATTERSON, CHRISTINE	VICE PRINCIPAL	\$111,820.33	\$0.00
PAYNE, DANIELLE	TEACHER	\$75,894.07	\$65.68
PEATY, MARK	PROJECT MANAGER, FACILITIES SERVICES	\$86,205.41	\$4,755.47
PEDDIE, MEGAN	TEACHER	\$93,349.89	\$125.00
PEDLOW, LINDSAY	TEACHER	\$77,282.39	\$25.00
PEEREBOOM, DARIEN	TEACHER	\$79,347.68	\$188.86
PENTY, ROSALIND	TEACHER	\$87,378.11	\$0.00
PERRY, NAOMI	TEACHER	\$92,622.84	\$0.00
PETERSON, ALISON	TEACHER	\$93,366.00	\$20.00
PETLEY-JONES, JACK	TEACHER	\$89,092.60	\$188.86
PETRINI, GILLIAN	TEACHER	\$76,088.49	\$166.05
PETROVIC, SHANNON	TEACHER	\$84,933.88	\$0.00
PHILLIPS, JODI	TEACHER	\$84,948.18	\$0.00
PICK, RENEE	PRINCIPAL	\$127,189.62	\$787.51
PIERIK, TINA	PRINCIPAL	\$134,288.07	\$1,793.89
PIGGOTT, CAROLINE	TEACHER	\$84,857.13	\$320.83
PILLAY, KOGIE	FACILITATOR, ISP	\$90,728.66	\$41.88
PIRRITANO, MICHAEL	SOFTWARE DEVELOPER/BUSINESS ANALYST, IT	\$82,175.08	\$35.00
PITE, AARON	TEACHER	\$84,945.03	\$0.00
PITRE, GREGORY	TEACHER	\$88,430.84	\$188.86
PITRE, PHILLIP	VICE PRINCIPAL	\$117,805.72	\$0.00
PLINT, VIVIAN	TEACHER	\$84,857.58	\$0.00
POLLITT, SEAN	TEACHER	\$85,018.87	\$0.00
POLSON, AMANDA	VICE PRINCIPAL	\$111,820.30	\$1,457.41
PONCHET, THIERRY	TEACHER	\$86,449.29	\$43.47
POPOVIC, DARINKA	TEACHER	\$93,299.66	\$0.00
PORTER, ERIN	TEACHER	\$92,635.16	\$0.00
PORTER, LINDSAY	TEACHER	\$84,412.25	\$0.00
POSTLE, MELANIE	PRINCIPAL	\$120,639.71	\$2,694.75
POULAIN, LOUIS	TEACHER	\$84,925.13	\$0.00
POULIN, HELENE	TEACHER	\$86,269.18	\$0.00
POWELL, LORRAINE	TEACHER	\$92,294.08	\$387.39
POWELL, SEAN	PRINCIPAL	\$130,875.82	\$2,306.63
PRATT, ROSANNE	TEACHER	\$84,857.16	\$0.00
PRENDERGAST, KAREN	TEACHER	\$84,911.07	\$0.00
PRESTON, JOYCE	TEACHER	\$79,910.58	\$0.00
PRETTY, BRETT	TEACHER	\$91,045.25	\$0.00

**SCHOOL DISTRICT NO. 61 (GREATER VICTORIA )  
YEAR ENDED JUNE 30, 2020**

**SCHEDULE SHOWING REMUNERATION AND EXPENSES PAID IN RESPECT OF EACH EMPLOYEE  
(IN EXCESS OF \$75,000)**

**EMPLOYEES, OTHER THAN ELECTED OFFICIALS  
(Details of employees with remuneration that exceeds \$75,000)**

<b>NAME</b>	<b>POSITION</b>	<b>REMUNERATION</b>	<b>EXPENSES</b>
PREVOST, CATRIN	TEACHER	\$78,054.94	\$947.72
PRIBILSKY, SUE	TEACHER	\$84,857.37	\$0.00
PRICE, STEVEN	TEACHER	\$95,894.41	\$344.13
PRINCE, JACQUELINE	TEACHER	\$79,096.17	\$0.00
PRUNKL, KERRI	TEACHER	\$83,797.52	\$0.00
PSAILA, KEITH	TEACHER	\$84,925.60	\$0.00
PSAILA, LYNDA	TEACHER	\$84,948.50	\$0.00
PUCKETT, MELISSA	TEACHER	\$93,655.99	\$369.10
PUGH, ALISON	TEACHER	\$94,317.95	\$0.00
PULLAN, MIILA	TEACHER	\$90,454.35	\$44.80
PURNELL, CHRISTOPHER	TEACHER	\$80,049.94	\$0.00
PUTMAN, AMANDA	TEACHER	\$93,258.38	\$0.00
QUAST, BRADY	TEACHER	\$100,733.03	\$0.00
QUAST, JEREMY	TEACHER	\$100,716.97	\$0.00
QUAST, VANESSA	TEACHER	\$81,918.70	\$0.00
RACANSKY, BETH	TEACHER	\$90,213.07	\$0.00
RACANSKY, KELSEY	TEACHER	\$77,128.16	\$0.00
RACANSKY, PETER	TEACHER	\$84,924.71	\$0.00
RAJA GABAGLIA, SANDRA	TEACHER	\$76,778.19	\$0.00
RATSOY, CARL	TEACHER	\$91,045.25	\$0.00
RAVENHILL, DAVID	TEACHER	\$84,909.82	\$2,101.68
RAWSON, DENVER	TEACHER	\$89,147.83	\$0.00
RAYNOR-ATTERBURY, MOIRA	TEACHER	\$93,949.89	\$85.70
REID, DEANNA	TEACHER	\$78,754.15	\$0.00
REID, JOHN	TEACHER	\$81,262.45	\$0.00
REID, KARI	TEACHER	\$94,781.17	\$0.00
REID, MICHELLE	TEACHER	\$84,987.76	\$0.00
REINTJES, MIKKI	TEACHER	\$96,970.88	\$0.00
RELF, JANA	PRINCIPAL	\$119,916.30	\$1,840.64
REMPEL, SUSAN	TEACHER	\$93,340.84	\$0.00
RENAULT, RICHARD	MANAGER, BUILDING OPERATIONS	\$76,085.05	\$1,040.10
RENYARD, TAMMY	DISTRICT PRINCIPAL	\$122,584.06	\$2,169.50
RESIDE, SARA	TEACHER	\$85,078.66	\$145.54
REYNOLDS, ALLEN	TEACHER	\$79,950.53	\$0.00
REYNOLDS, SEAN	TEACHER	\$93,366.01	\$0.00
RICHARDSON, ANDREW	TEACHER	\$84,842.57	\$0.00
RICHARDSON, BETH	TEACHER	\$75,750.14	\$545.00
RICHARDSON, DONNA	TEACHER	\$93,224.63	\$0.00
RICHEY, TRAVIS	TEACHER	\$93,225.03	\$0.00
RIMEK, JANINE	TEACHER	\$84,860.67	\$0.00
RIMMER, KELLY	TEACHER	\$84,855.93	\$0.00
ROBERTS, ANITA	TEACHER	\$88,805.60	\$0.00
ROBERTS, COLIN	ASSOCIATE SUPERINTENDENT	\$163,552.13	\$7,031.42
ROBERTS, LAURINDA	TEACHER	\$84,536.52	\$0.00
ROBERTS, LEILANI	TEACHER	\$84,970.35	\$0.00
ROBERTS, VICKI	VICE PRINCIPAL	\$117,805.70	\$1,495.63
ROBERTSON, JESSICA	TEACHER	\$84,899.94	\$96.00
ROBINSON, AXEL	TEACHER	\$84,865.56	\$75.00
ROBINSON, TRISH	TEACHER	\$93,240.83	\$0.00
RODIER, LYNNEA	TEACHER	\$84,888.93	\$0.00
ROLSTON, CHERYL	VICE PRINCIPAL	\$111,820.31	\$801.92
ROMPHF, CINDY	TEACHER	\$93,240.38	\$129.09
ROSENBERG, PETER	TEACHER	\$84,248.48	\$0.00
ROSS, ARTHUR	TEACHER	\$92,762.64	\$0.00
ROSS, BEVERLEY	TEACHER	\$84,857.09	\$0.00
ROSS, DARLENE	TEACHER	\$94,781.19	\$475.00
ROSS, JEREMY	TEACHER	\$87,293.25	\$183.75
ROSS, LINDSAY	TEACHER	\$76,368.79	\$228.55

**SCHOOL DISTRICT NO. 61 (GREATER VICTORIA )  
YEAR ENDED JUNE 30, 2020**

**SCHEDULE SHOWING REMUNERATION AND EXPENSES PAID IN RESPECT OF EACH EMPLOYEE  
(IN EXCESS OF \$75,000)**

**EMPLOYEES, OTHER THAN ELECTED OFFICIALS  
(Details of employees with remuneration that exceeds \$75,000)**

<b>NAME</b>	<b>POSITION</b>	<b>REMUNERATION</b>	<b>EXPENSES</b>
ROSS, PADDY	TEACHER	\$84,857.16	\$0.00
ROSS, TANYA	TEACHER	\$93,789.28	\$2,265.26
ROSSATO, LOREDANA	TEACHER	\$84,842.57	\$0.00
ROUECHE, JOANNA	TEACHER	\$84,955.19	\$0.00
ROUX, FRANCOISE	TEACHER	\$94,660.04	\$110.00
RUD, LANA	TEACHER	\$84,857.39	\$0.00
RUMBLE, SEAN	TEACHER	\$78,650.67	\$0.00
RUSS, PAM	FIRST NATIONS COUNSELLOR	\$75,089.46	\$1,146.60
RUTHERFORD, SCOTT	TEACHER	\$84,991.53	\$0.00
SACKER-VAN GESSEL, ROBIN	TEACHER	\$93,237.04	\$166.05
SAKIYAMA, DALE	TEACHER	\$84,059.23	\$52.94
SALVATI, SUSAN	TEACHER	\$78,046.56	\$52.94
SAMUELSON, SCOTT	TEACHER	\$93,355.86	\$0.00
SANBORN, ANDREA	TEACHER	\$86,510.27	\$0.00
SANCHEZ, ANGELA	TEACHER	\$84,948.30	\$0.00
SANDERSON, CINDY	PRINCIPAL	\$127,463.88	\$405.81
SANSCHAGRIN, JENNIFER	TEACHER	\$84,955.00	\$125.00
SAPSFORD, BARBARA	VICE PRINCIPAL	\$108,583.52	\$862.58
SAPSFORD, PAUL	TEACHER	\$91,133.91	\$0.00
SARTON, KATHLEEN	TEACHER	\$84,842.56	\$0.00
SCALAPINO, LISA	DISTRICT PSYCHOLOGIST	\$104,295.39	\$1,405.77
SCHAEFER, JEFFREY	TEACHER	\$93,340.21	\$164.02
SCELLENBERG, CRAIG	DISTRICT PRINCIPAL	\$127,463.88	\$2,546.96
SCHIPPERS, MARK	TEACHER	\$93,324.73	\$0.00
SCHLAPPNER, CARRIE	VICE PRINCIPAL	\$114,813.01	\$500.00
SCHNEIDER, JONATHAN	TEACHER	\$95,936.55	\$0.00
SCHROEDER, TODD	TEACHER	\$84,842.54	\$0.00
SCHURING, MEGAN	TEACHER	\$84,970.65	\$0.00
SCHWAB, CLARK	TEACHER	\$95,910.43	\$0.00
SCHWARZ, RENE	TEACHER	\$84,941.54	\$0.00
SCIGLIANO, FRANK	TEACHER	\$92,601.22	\$68.90
SCIGLIANO, LUCIANO	PRINCIPAL	\$130,875.83	\$1,568.16
SCOTT, JENNIFER	VICE PRINCIPAL	\$111,820.35	\$364.55
SCOTT-MONCRIEFF, KIMBERLY	TEACHER	\$84,857.65	\$572.30
SEABERG, MICHA	VICE PRINCIPAL	\$111,574.90	\$426.08
SEABERG, VICKY	TEACHER	\$93,240.80	\$202.50
SENESE, JANE	TEACHER	\$84,842.57	\$0.00
SHANNON, LIA	TEACHER	\$84,857.14	\$0.00
SHARP, DEANNE	TEACHER	\$93,033.60	\$0.00
SHARRATT, MELISSA	TEACHER	\$77,649.80	\$110.00
SHAW, LISA	TEACHER	\$77,120.68	\$0.00
SHEFFER, LOUISE	DISTRICT PRINCIPAL	\$134,288.07	\$2,891.98
SHEFFER, MICHAEL	TEACHER	\$84,904.01	\$398.21
SHEMILT, SUSAN	TEACHER	\$84,846.97	\$0.00
SHERSTOBITOFF, TAMMY	PRINCIPAL, HUMAN RESOURCES	\$130,595.98	\$848.30
SHI, ZIHAN	SENIOR MANAGER, MARKETING AND STUDENT SUPPORT, ISP	\$92,720.81	\$7,521.69
SHIAU, HENRY	FACILITATOR, ISP	\$88,257.87	\$22.14
SHIRES, ANDREW	TEACHER	\$84,667.13	\$0.00
SHLAKOFF, LYNN	TEACHER	\$86,490.72	\$125.00
SHOLINDER, KIMBERLY	TEACHER	\$75,048.13	\$0.00
SHORTREED, DAVID	DISTRICT VICE PRINCIPAL	\$114,812.98	\$2,694.96
SHORTT, CHARMAINE	TEACHER	\$86,536.75	\$0.00
SHORTT, DAVID	TEACHER	\$84,856.85	\$0.00
SHRUBSOLE, DEREK	TEACHER	\$93,340.39	\$843.65
SHULTZ, ACIA	TEACHER	\$75,013.11	\$1,138.03
SHUM, ANNIE	TEACHER	\$78,026.36	\$0.00
SHYPITKA, BRENDA	TEACHER	\$84,911.02	\$0.00
SIHOTA, MENA	TEACHER	\$84,971.25	\$0.00

**SCHOOL DISTRICT NO. 61 (GREATER VICTORIA )  
YEAR ENDED JUNE 30, 2020**

**SCHEDULE SHOWING REMUNERATION AND EXPENSES PAID IN RESPECT OF EACH EMPLOYEE  
(IN EXCESS OF \$75,000)**

**EMPLOYEES, OTHER THAN ELECTED OFFICIALS  
(Details of employees with remuneration that exceeds \$75,000)**

<b>NAME</b>	<b>POSITION</b>	<b>REMUNERATION</b>	<b>EXPENSES</b>
SIMMONDS, KATHLEEN	VICE PRINCIPAL	\$112,114.87	\$1,449.22
SIMONSON, ERIC	TEACHER	\$93,225.76	\$0.00
SINCLAIR, KIM	TEACHER	\$90,942.77	\$0.00
SINGH, TANIA	TEACHER	\$76,249.27	\$25.00
SITAR, ISTVAN	TEACHER	\$93,350.28	\$61.18
SIVERTSON, GREG	TEACHER	\$93,246.32	\$0.00
SKWAROK, JAMES	TEACHER	\$88,083.17	\$0.00
SMITH, CHRISTINE	TEACHER	\$94,812.04	\$188.86
SMITH, JOLENE	TEACHER	\$91,184.12	\$58.21
SMITH, SANDY	TEACHER	\$88,194.75	\$1,192.57
SMITH, SCOTT	PRINCIPAL	\$127,463.89	\$594.27
SMITH, SHELLEY	TEACHER	\$88,532.69	\$120.40
SMITH, SUSAN	TEACHER	\$91,045.28	\$0.00
SMITH, DARREN	TEACHER	\$93,240.69	\$0.00
SNIDER, IAN	TEACHER	\$77,054.97	\$0.00
SNOW, JOANNA	PRINCIPAL	\$127,463.88	\$1,124.91
SOLES, JIM	ASSOCIATE DIRECTOR, FACILITIES SERVICES - MAJOR CAPITAL	\$132,940.40	\$1,530.20
SOMERS, EDWARD	TEACHER	\$94,843.27	\$669.90
SORENSEN, JODI	TEACHER	\$93,240.60	\$0.00
SPAHAN, FRANCINE	TEACHER	\$84,948.54	\$0.00
SPARROW, DENISE	TEACHER	\$84,857.79	\$0.00
SPELLER, RACHEL	TEACHER	\$81,924.71	\$0.00
SPICER, KEVIN	TEACHER	\$97,760.60	\$0.00
SPRAY, TIM	TEACHER	\$94,674.59	\$22.14
SPRIGG, RICHARD	TEACHER	\$95,911.02	\$221.76
SRAN, STEVE	TEACHER	\$82,761.07	\$317.97
STAGG, LESLIE	TEACHER	\$105,057.03	\$427.91
STAPLES, MATTHEW	TEACHER	\$93,382.01	\$0.00
STAR, MICHAEL	TEACHER	\$91,119.45	\$0.00
STEAD, NICOLE	TEACHER	\$91,061.18	\$0.00
STEEVES, NICOLE	TEACHER	\$93,240.39	\$26.63
STEVENS, MANDY	TEACHER	\$93,340.91	\$0.00
STEVENS, RYAN	TEACHER	\$91,060.95	\$0.00
STEVENS, SHELLEY	TEACHER	\$84,948.48	\$0.00
STEVENSON, PAUL	VICE PRINCIPAL	\$117,805.70	\$4,209.44
STEVENSON, RYAN	FACILITATOR, ISP	\$80,863.00	\$0.00
STRIDE, KATRINA	ASSOCIATE SECRETARY-TREASURER	\$148,753.40	\$2,255.31
STRONG, NICOLE	TEACHER	\$93,365.81	\$0.00
SUMNER, JOHN	TEACHER	\$76,482.45	\$362.99
SUNDHER, SANJAI	TEACHER	\$78,366.43	\$22.14
SZATMARY, STEVE	FACILITATOR, ISP	\$85,626.34	\$0.00
TAGGART, AMY	TEACHER	\$91,149.95	\$85.00
TAGGART, ROXANNE	TEACHER	\$94,674.60	\$0.00
TAGHAOUSSI, MARC	TEACHER	\$91,158.49	\$0.00
TATE, LINDA	TEACHER	\$83,087.16	\$68.05
TAUSON, AL	TEACHER	\$84,911.05	\$0.00
TAYLOR, BARBARA	VICE PRINCIPAL	\$111,820.31	\$768.34
TAYLOR, CARRIE	TEACHER	\$78,699.72	\$211.13
TAYLOR, LISA	TEACHER	\$80,866.02	\$156.60
TAYLOR, JUSTIN	MANAGER, BUILDING MAINTENANCE	\$97,730.05	\$991.50
TESSEMAKER, JOCELYN	TEACHER	\$84,683.08	\$120.00
TEVAARWERK, KATHERINE	TEACHER	\$93,241.35	\$0.00
THATCHER, GORDON	TEACHER	\$92,610.43	\$0.00
THEIM, SUSAN	TEACHER	\$84,856.61	\$0.00
THOMAS, SCOTT	PRINCIPAL	\$127,463.88	\$151.34
THOMAS-BOOTH, ERICA	TEACHER	\$81,946.86	\$68.90
THOMPSON, DONNA	PRINCIPAL	\$137,119.72	\$321.25
THOMPSON, JULIA	TEACHER	\$93,224.65	\$0.00



**SCHOOL DISTRICT NO. 61 (GREATER VICTORIA )  
YEAR ENDED JUNE 30, 2020**

**SCHEDULE SHOWING REMUNERATION AND EXPENSES PAID IN RESPECT OF EACH EMPLOYEE  
(IN EXCESS OF \$75,000)**

**EMPLOYEES, OTHER THAN ELECTED OFFICIALS  
(Details of employees with remuneration that exceeds \$75,000)**

<b>NAME</b>	<b>POSITION</b>	<b>REMUNERATION</b>	<b>EXPENSES</b>
THOMPSON, MIKE	TEACHER	\$85,929.02	\$696.85
THOMPSON, LAUREN	TEACHER	\$84,950.74	\$0.00
THOMPSON, THOMAS	PRINCIPAL	\$127,463.88	\$1,015.77
THORNER, SARAH	TEACHER	\$103,535.15	\$75.00
THORNTON, KEELY	TEACHER	\$91,183.10	\$135.19
THURBIDE, CAMERON	TEACHER	\$84,943.42	\$0.00
TISSARI, JANET	TEACHER	\$91,061.17	\$0.00
TOMPKINS, MARYLOU	TEACHER	\$93,240.71	\$0.00
TRAN, STEPHANE	TEACHER	\$82,176.65	\$140.00
TREBLE, JENNIFER	TEACHER	\$93,244.42	\$0.00
TREGEAR, KARINE	TEACHER	\$76,939.06	\$0.00
TRENCHARD, LEANN	TEACHER	\$107,726.05	\$1,307.41
TRINH, AI	TEACHER	\$93,240.70	\$126.00
TROFIMUK, MARYANNE	PRINCIPAL	\$130,875.83	\$2,280.77
TROZZO, CINDY	TEACHER	\$84,842.56	\$0.00
TUCKER, ROBERT	DISTRICT ADMINISTRATOR, ISP	\$129,855.34	\$17,111.67
TURCOTTE, ILDA	TEACHER	\$93,322.28	\$346.50
TURCOTTE, JULIEN	TEACHER	\$75,500.76	\$0.00
TURNBULL, THOMAS	FACILITATOR, ISP	\$85,625.79	\$964.46
TURNER, BENJAMIN	TEACHER	\$79,102.94	\$0.00
TYRRELL, RACHELLE	TEACHER	\$91,051.24	\$0.00
VAN MOLL, ERIC	TEACHER	\$84,956.94	\$0.00
VANAKKER, MARK	TEACHER	\$84,971.01	\$0.00
VARGAS, DAVID	TEACHER	\$84,842.56	\$0.00
VERHAGEN, MICHAEL	TEACHER	\$84,857.58	\$895.64
VINGO, MICHELLE	TEACHER	\$91,060.89	\$0.00
VISTISEN-HARWOOD, MARNI	MANAGER, CAPITAL PLANNING AND IMPLEMENTATION	\$92,955.10	\$1,122.23
VITALE, WILLIAM	TEACHER	\$90,374.56	\$281.41
VON TIGERSTROM, MAUREEN	TEACHER	\$93,251.91	\$0.00
VRANJES, TOMO	TEACHER	\$94,776.78	\$0.00
WALASEK, DEBRA	TEACHER	\$76,503.06	\$572.30
WALASEK, JASON	TEACHER	\$91,061.40	\$0.00
WALKER, OMDREA	TEACHER	\$98,384.83	\$0.00
WALLACE, SEAN	TEACHER	\$94,811.81	\$0.00
WALT, DANA	TEACHER	\$86,561.70	\$0.00
WALTON, CAROL	TEACHER	\$100,125.15	\$591.45
WANLESS, JENNIFER	VICE PRINCIPAL	\$86,082.56	\$0.00
WARDELL, MYLES	TEACHER	\$78,786.20	\$0.00
WARDLE, TANYA	TEACHER	\$92,762.88	\$30.00
WARRENDER, CONNIE	TEACHER	\$93,240.71	\$0.00
WATSON, BRENT	TEACHER	\$99,276.64	\$0.00
WATT, ZOE	SPEECH AND LANGUAGE PATHOLOGIST	\$91,525.94	\$3,169.98
WAUTHY, JAMES	TEACHER	\$78,160.24	\$0.00
WEAR, LARA	TEACHER	\$93,224.66	\$0.00
WEAVER, JEFFERY	TEACHER	\$94,817.99	\$60.00
WEBER, ELEANOR	TEACHER	\$76,471.87	\$0.00
WEHNER, DENISE	DISTRICT VICE PRINCIPAL	\$111,820.34	\$6,034.88
WEIR, HEATHER	TEACHER	\$86,742.73	\$0.00
WELBY, SEAN	TEACHER	\$80,938.45	\$125.00
WELSH, ELIZABETH	ASSISTIVE TECHNOLOGY CONSULTANT	\$91,511.04	\$0.00
WEST, ALISON	TEACHER	\$84,843.80	\$0.00
WEST, GWYNETH	TEACHER	\$84,842.56	\$62.50
WESTBY, LEOLA	TEACHER	\$84,925.43	\$827.55
WESTCOTT, STEPHEN	TEACHER	\$84,857.22	\$0.00
WESTON, JOHN	TEACHER	\$93,365.75	\$526.75
WESTON, SHELLEY	TEACHER	\$84,940.39	\$0.00
WHEELER, STEWART	TEACHER	\$94,913.41	\$498.31
WHITE, BENJAMIN	TEACHER	\$93,430.44	\$0.00

**SCHOOL DISTRICT NO. 61 (GREATER VICTORIA )  
YEAR ENDED JUNE 30, 2020**

**SCHEDULE SHOWING REMUNERATION AND EXPENSES PAID IN RESPECT OF EACH EMPLOYEE  
(IN EXCESS OF \$75,000)**

**EMPLOYEES, OTHER THAN ELECTED OFFICIALS  
(Details of employees with remuneration that exceeds \$75,000)**

NAME	POSITION	REMUNERATION	EXPENSES
WHITFIELD, WILLIAM	TEACHER	\$84,668.00	\$15.00
WHITTEN, DEBORAH	DEPUTY SUPERINTENDENT	\$188,762.47	\$6,271.70
WIGNALL, CHRISTOPHER	TEACHER	\$91,663.11	\$0.00
WIGNALL, JENNIFER	VICE PRINCIPAL	\$102,655.84	\$626.14
WILLIAMS, ALAN	TEACHER	\$84,857.12	\$0.00
WILLIAMS, JESSICA	TEACHER	\$84,860.18	\$0.00
WILLIAMS, LYNDA	TEACHER	\$91,121.10	\$0.00
WILLIAMSON, LAUREN	TEACHER	\$81,792.23	\$69.80
WILLINGTON, CARMEN	TEACHER	\$79,789.09	\$0.00
WILSON, CHRISTINA	TEACHER	\$84,842.56	\$0.00
WILTON, DEANNA	TEACHER	\$84,948.43	\$0.00
WINKLER, SARAH	VICE PRINCIPAL	\$111,820.34	\$953.74
WOLSAK, JUSTINE	TEACHER	\$88,587.90	\$0.00
WOOD, SHAWNA	TEACHER	\$93,240.67	\$168.00
WOODLAND, JUDITH	TEACHER	\$79,946.85	\$0.00
WORSLEY, HARRISON	TEACHER	\$84,925.62	\$0.00
WRIGHT, COREY	TEACHER	\$94,792.79	\$0.00
WRIGHT, LINDSAY	FACILITATOR, ISP	\$75,680.78	\$0.00
WRIGHT, SARA	TEACHER	\$93,224.62	\$110.25
YARR, TRACY	TEACHER	\$93,240.66	\$0.00
YEARWOOD, LYNN	MANAGER, PAYROLL AND BENEFITS	\$102,529.75	\$0.00
YOUNG, DAVID	TEACHER	\$93,240.56	\$67.00
ZUCKO, VINI	TEACHER	\$91,065.63	\$15.00
ZUYDERDUYN, MELISSA	TEACHER	\$80,408.16	\$77.00
<b>TOTAL FOR EMPLOYEES WITH REMUNERATION THAT EXCEEDS \$75,000</b>		<b>\$85,715,438.23</b>	<b>\$436,030.68</b>
<b>TOTAL FOR EMPLOYEES WITH REMUNERATION OF \$75,000 OR LESS</b>		<b>\$88,746,371.04</b>	<b>\$289,977.46</b>
<b>TOTAL FOR EMPLOYEES OTHER THAN ELECTED OFFICIALS</b>		<b>\$174,461,809.27</b>	<b>\$726,008.14</b>
<b>CONSOLIDATED TOTAL - REMUNERATION PAID</b>		<b>\$174,680,630.95</b>	<b>\$736,139.92</b>
<b>EMPLOYER PORTION OF EMPLOYMENT INSURANCE CONTRIBUTIONS AND CANADA PENSION PLAN</b>			<b>\$9,452,767.22</b>

This statement is prepared pursuant to the *Financial Information Regulation, Schedule 1, Section 6.*

**SCHOOL DISTRICT NO. 61 (GREATER VICTORIA)  
YEAR ENDED JUNE 30, 2020**

**STATEMENT OF SEVERANCE AGREEMENTS**

There were no severance agreements made between School District No. 61 (Greater Victoria) and its non-unionized employees during fiscal year 2019-20

This statement is prepared pursuant to the *Financial Information Regulation, Schedule 1, Subsection 6(7)*.

**SCHOOL DISTRICT NO. 61 (GREATER VICTORIA )  
YEAR ENDED JUNE 30, 2020**

**SCHEDULE SHOWING PAYMENTS MADE FOR THE PROVISION OF GOODS AND SERVICES  
(IN EXCESS OF \$25,000)**

<b>NAME OF INDIVIDUAL, FIRM OR CORPORATION</b>	<b>AGGREGATE AMOUNT PAID DURING FISCAL YEAR</b>
AAA REBAR ONLY LTD	\$55,380.22
ACCESSSMT HOLDINGS LTD	\$177,968.74
ACME SUPPLIES LTD	\$562,075.38
ADEMCO III LTD	\$27,411.31
ALLIANCE ENGINEERING WORKS LTD	\$38,247.86
ALPHA ROOFING & SHEET METAL LTD	\$374,138.35
AMAZON.CA	\$283,633.05
AMERESCO CANADA INC	\$56,826.00
ANDREW SHERET LTD	\$232,476.65
APOLLO SHEET METAL	\$234,091.55
APPLE CANADA INC	\$149,342.98
ARI FINANCIAL SERVICES T46163	\$191,546.38
ART STARTS IN SCHOOLS	\$31,563.50
ASCA OFFICE SOLUTIONS	\$35,155.04
AVI-SPL CANADA LTD	\$29,427.55
BARAGAR ENTERPRISES LTD	\$30,843.75
BARTLE & GIBSON CO LTD	\$146,227.59
BARTLETT TREE EXPERT COMPANY	\$36,828.77
BC FERRIES	\$38,165.31
BC HYDRO & POWER AUTHORITY	\$1,797,679.81
BC TRANSIT	\$33,027.45
BC SCHOOL TRUSTEES ASSOCIATION	\$71,142.68
BOLEN BOOKS LTD	\$42,889.48
BRAD COOK'S HI-PERFORMANCE HOCKEY	\$67,462.50
BRADLEY SHUYA ARCHITECT INC	\$405,408.22
BURNSIDE GORGE COMMUNITY ASSOCIATION	\$430,701.52
BUTLER CONCRETE & AGGREGATE LTD	\$41,073.02
CAMOSUN COLLEGE	\$418,656.86
CANADIAN CORPS OF COMMISSIONAIRES	\$35,408.33
CANADIAN HAZ-MAT ENVIRONMENTAL	\$70,907.86
CANWEL BUILDING MATERIALS LTD	\$28,424.48
CASCADIA SPORT SYSTEMS INC	\$26,636.42
CDN TIRE STORE	\$28,325.76
CEDARS AT COBBLE HILL	\$44,693.64
CHARTER TELECOM INC	\$195,973.90
COAST APPLIANCES	\$31,684.77
COAST COMMUNICATIONS AND PUBLIC AFFAIRS	\$64,580.49
COLUMBIA FIRE & SAFETY LTD	\$25,902.08
COLUMBIA INDUSTRIAL SUPPLIES	\$36,150.80
CONTI ELECTRONICS LTD	\$93,663.52
CONVOY SUPPLY - VICTORIA	\$232,038.36
CORP OF THE CITY OF VICTORIA	\$401,546.21
CORP OF THE DIST OF SAANICH	\$117,562.41
COSTCO WHOLESALE	\$81,732.47
CRESCENT BEACH PUBLISHING	\$38,240.23
DENBOW	\$38,441.13
DGA CLEAN-AIR SERVICES LTD	\$55,462.05
DOLLARAMA	\$26,224.89

**SCHOOL DISTRICT NO. 61 (GREATER VICTORIA )  
YEAR ENDED JUNE 30, 2020**

**SCHEDULE SHOWING PAYMENTS MADE FOR THE PROVISION OF GOODS AND SERVICES  
(IN EXCESS OF \$25,000)**

<b>NAME OF INDIVIDUAL, FIRM OR CORPORATION</b>	<b>AGGREGATE AMOUNT PAID DURING FISCAL YEAR</b>
DURAWEST CONSTRUCTION MANAGEMENT	\$84,000.02
E B HORSMAN & SON HEAD OFFICE	\$30,031.70
E H EMERY ELECTRIC LTD	\$115,530.03
EDU VICTORIA AGENCY LTD	\$27,271.15
EDUCAN INSTITUTIONAL FURNITURE	\$47,827.55
EECOL ELECTRIC LTD	\$100,988.70
EMCO CORPORATION	\$41,164.20
ERV PARENT COMPANY LIMITED	\$42,205.96
ESCRIBE SOFTWARE LTD	\$33,600.00
ESQUIMALT NATION	\$47,754.36
FAIRFIELD GONZALES COMMUNITY ASSOCIATION	\$1,298,803.52
FBM CANADA GSD INC	\$48,102.60
FIRST RESPONSE GLASS LTD	\$44,068.06
FIVE STAR PAVING CO LTD	\$165,782.00
FLYNN CANADA LIMITED	\$285,312.31
FOLLETT SCHOOL SOLUTIONS INC	\$40,554.33
FOOD FOR THOUGHT CATERING LTD	\$41,477.35
FORBO FLOORING CANADA CORP	\$52,241.37
FORTISBC ENERGY	\$802,821.22
FRESH GRADE	\$57,456.00
FRIESENS	\$41,261.67
FULCRUM MANAGEMENT SOLUTIONS	\$26,880.00
FUTUREBOOK PRINTING INC	\$41,630.93
GARDEN CITY TRANSPORTATION LTD	\$182,438.35
GESCAN ELECTRICAL DISTRIBUTORS	\$32,392.72
GORDON FOOD SERVICES	\$67,300.32
GREEN ROOTS PLAY EQUIPMENT INC	\$102,363.45
HABITAT SYSTEMS INCORPORATED	\$267,578.99
HARRIS & COMPANY	\$72,927.16
HCMA ARCHITECTURE + DESIGN	\$485,706.22
HDR/CEI ARCHITECTURE ASSOCIATES	\$677,701.50
HEATHERBRAE BUILDERS CO LTD	\$3,369,284.34
HEROLD ENGINEERING LIMITED	\$68,335.16
HOME LUMBER & BUILDING SUPPLY	\$318,596.79
HOT HOUSE PIZZA	\$30,187.03
HUB INTERNATIONAL INSURANCE	\$49,744.00
ICONIX WATERWORKS LIMITED PARTNERSHIP	\$34,477.26
INNOV8 DIGITAL SOLUTIONS INC	\$656,070.94
INTRADO CANADA INC	\$41,155.52
ISLAND ASPHALT LIMITED	\$187,574.29
ISLAND ENVIRONMENTAL HEALTH & SAFETY	\$132,940.08
ISLAND KEY COMPUTER LTD	\$323,437.89
ISLAND TEMPERATURE CONTROLS	\$54,340.48
JAMES BAY COMMUNITY SCHOOL SOCIETY	\$78,300.00
JE ANDERSON & ASSOCIATES	\$27,584.20
JOSTENS	\$70,596.79
K P M G	\$44,310.00
KAL TIRE	\$45,316.64
KERR CONTROLS INC	\$33,435.15
KEV SOFTWARE INC	\$162,326.92
KINETIC CONSTRUCTION LTD	\$3,077,437.71
KMBR ARCHITECTS PLANNERS INC	\$71,772.78

**SCHOOL DISTRICT NO. 61 (GREATER VICTORIA )  
YEAR ENDED JUNE 30, 2020**

**SCHEDULE SHOWING PAYMENTS MADE FOR THE PROVISION OF GOODS AND SERVICES  
(IN EXCESS OF \$25,000)**

<b>NAME OF INDIVIDUAL, FIRM OR CORPORATION</b>	<b>AGGREGATE AMOUNT PAID DURING FISCAL YEAR</b>
KMS TOOLS & EQUIPMENT LTD	\$352,970.97
LEHIGH MATERIALS	\$90,424.18
LONG & MCQUADE LIMITED	\$104,049.92
LUMBERWORLD OPERATIONS LTD	\$333,245.49
LOWER VANCOUVER ISLAND SCHOOL SPORTS ASSOCIATION	\$75,340.66
MACNUTT ENTERPRISES LTD	\$81,581.67
MARITIME TRAVEL	\$41,450.64
MASTERCRAFT FLOORING LTD	\$39,164.88
MGM MECHANICAL LTD	\$179,848.43
MICHELL EXCAVATING LTD	\$295,081.33
MILLER THOMSON LLP	\$98,080.70
MINISTER OF FINANCE	\$48,943.09
MINISTER OF FINANCE	\$2,580,181.88
MINISTER OF FINANCE C/O CLIMATE SECRETARIAT	\$127,286.25
MONK OFFICE SUPPLY LTD.	\$465,394.50
MORNEAU SHEPELL LTD	\$103,502.70
MUNICIPAL PENSION PLAN	\$3,852,712.78
MUNROS BOOKSTORE LTD	\$52,359.08
NELSON EDUCATION LTD	\$58,356.86
NIXON, DAVID	\$27,034.89
NORELCO INDUSTRIES LTD	\$113,372.05
NORTHRIDGE EXCAVATING LTD	\$91,535.30
NORTHWEST WIRE ROPE LTD	\$43,070.02
OAK BAY WATER DEPT	\$75,801.19
OCEAN CONCRETE (VICTORIA)	\$73,746.18
OUT OF THE BLUE DESIGNS	\$138,706.74
PACIFIC BLUE CROSS	\$4,367,711.77
PACIFIC INSTITUTE FOR SPORT EXCELLENCE	\$71,100.00
PACIFIC PAINT (BENJAMIN MOORE PAINT)	\$86,014.98
PALADIN TECHNOLOGIES INC	\$55,699.63
PANAGO	\$39,497.35
PARKER JOHNSTON INDUSTRIES LTD	\$701,610.01
PASSION SPORTS	\$106,303.46
PEARSON EDUCATION CANADA	\$30,836.03
PLAYSTED SHEET METAL LTD	\$505,718.71
PML PROFESSIONAL MECHANICAL LTD	\$570,504.16
POWERSCHOOL CANADA ULC	\$173,080.39
PRINT ADVANTAGE MARKETING	\$31,381.18
PUBLIC EDUCATION BENEFITS TRUST	\$1,848,954.39
REAL CANADIAN WHOLESALE CLUB	\$50,781.83
REAL CDN SUPERSTORE	\$47,935.76
RECTEC INDUSTRIES INC	\$90,676.60
REFRIGERATIVE SUPPLY	\$45,859.71
REIMER HARDWOODS LTD	\$69,758.94
REMOVALL REMEDIATION LTD	\$48,721.31
REVENUE SERVICES OF BRITISH COLUMBIA	\$667,862.50
REVENUE SERVICES OF BRITISH COLUMBIA - ISP STUDENTS	\$5,175.00
RICHELIEU HARDWARE LTD	\$84,302.17
RICHMOND ELEVATOR MAINTENANCE	\$103,021.28
RIVERS LAWN & GARDEN MAINTENANCE	\$420,147.53
ROCKY POINT ENGINEERING LTD	\$104,309.15
ROYAL STEWART LTD	\$142,415.92

**SCHOOL DISTRICT NO. 61 (GREATER VICTORIA )  
YEAR ENDED JUNE 30, 2020**

**SCHEDULE SHOWING PAYMENTS MADE FOR THE PROVISION OF GOODS AND SERVICES  
(IN EXCESS OF \$25,000)**

<b>NAME OF INDIVIDUAL, FIRM OR CORPORATION</b>	<b>AGGREGATE AMOUNT PAID DURING FISCAL YEAR</b>
RYZUK GEOTECHNICAL	\$28,958.56
SAANICH WATER DEPARTMENT	\$390,258.88
SAVE ON FOODS	\$60,820.29
SCHOLASTIC BOOK FAIRS	\$27,663.99
SCHOLASTIC CANADA LTD	\$32,033.28
SCHOOL DISTRICT #63 (SAANICH)	\$78,451.00
SCHOOL HOUSE TEACHING SUPPLIES	\$25,774.07
SCHOOLHOUSE PRODUCTS INC	\$146,857.03
SCHOOLSPEC	\$31,474.60
SEARLE'S AUTO REPAIRS CO LTD	\$34,669.66
SHELL ENERGY NORTH AMERICA	\$31,349.90
SHERWOOD CAFE & BAR LTD	\$80,000.00
SINCLAIR SUPPLY	\$33,225.71
SLEGG BUILDING MATERIALS	\$79,984.29
SLEGG DOORS LTD	\$44,983.73
SOFTCHOICE LP	\$138,026.33
SONGHEES FIRST NATION	\$162,599.58
SPIETH AMERICA	\$29,125.60
STAPLES STORE #64	\$51,828.38
STARLINE WINDOWS LTD	\$44,783.19
STORY CONSTRUCTION LTD	\$283,111.15
STRONG NATIONS PUBLISHING	\$29,138.78
SUBWAY	\$36,713.54
SUNBELT RENTALS OF CANADA INC	\$47,681.80
SUNCOR ENERGY PRODUCTS	\$170,132.39
SWING TIME DISTRIBUTORS	\$38,040.80
TAPESTRY MUSIC	\$32,553.09
TEACHERS PENSION PLAN	\$14,339,558.57
TEAM SALES VANCOUVER ISLAND LTD	\$74,186.12
TECHNICAL SAFETY BC	\$39,203.94
TELUS	\$162,248.85
TELUS MOBILITY INC	\$196,665.71
TEXTHELP	\$35,188.13
THE HOME DEPOT #7074	\$41,125.07
THIRDWAVE BUS SERVICES	\$671,824.52
THRIFTY FOODS	\$118,049.82
TITAN SPORT SYSTEMS	\$200,557.88
TOWER FENCE PRODUCTS LTD	\$38,797.42
TRIO READY-MIX VICTORIA LTD	\$27,433.87
TROY LIFE & FIRE SAFETY LTD	\$45,207.56
TRUFFLES CATERING	\$546,299.74
TYCO INTEGRATED FIRE & SECURITY	\$41,063.49
UNITED LIBRARY SERVICES INC	\$36,986.67
UNITED RENTALS INC	\$55,296.86
UPPER CANADA FOREST PRODUCTS LTD	\$50,392.47
URBAN RACKS	\$36,222.41
VAN ISLE CONTAINER SALES & RENTALS	\$51,274.19
VANCOUVER ISLAND HEALTH AUTHORITY	\$565,338.40
VANCOUVER PUBLIC EDUCATION ALLIANCE CORP	\$108,045.00
VANCOUVER SCHOOL BOARD	\$41,092.50
VILLAGES PIZZA	\$42,138.93
VIPCO INDUSTRIES LTD	\$44,428.99

**SCHOOL DISTRICT NO. 61 (GREATER VICTORIA )  
YEAR ENDED JUNE 30, 2020**

**SCHEDULE SHOWING PAYMENTS MADE FOR THE PROVISION OF GOODS AND SERVICES  
(IN EXCESS OF \$25,000)**

<b>NAME OF INDIVIDUAL, FIRM OR CORPORATION</b>	<b>AGGREGATE AMOUNT PAID DURING FISCAL YEAR</b>
WAL-MART	\$43,868.44
WASTE MANAGEMENT OF CANADA CORP	\$208,307.83
WESCO DISTRIBUTION-CANADA INC	\$392,775.96
WESTCOAST ROOF INSPECTION SERVICES	\$84,055.81
WESTERN CANADA BUS	\$261,383.36
WESTERN TURF FARMS LTD	\$92,589.13
WILSONS TRANSPORTATION LTD	\$334,669.81
WINTERGREEN LEARNING MATERIALS	\$34,192.94
WORKSAFE BC	\$1,289,504.01
ZAMBRI'S HOLDINGS INC	\$120,002.42
<b>TOTAL SUPPLIERS WHERE PAYMENTS EXCEED \$25,000</b>	<b>\$64,668,227.61</b>
<b>TOTAL SUPPLIERS WHERE PAYMENTS ARE \$25,000 OR LESS</b>	<b>\$6,591,859.51</b>
<b>CONSOLIDATED TOTAL PAYMENTS FOR THE PROVISION OF GOODS AND SERVICES</b>	<b>\$71,260,087.12</b>

This statement is prepared pursuant to the *Financial Information Regulation, Schedule 1, Section 7.*



**SCHOOL DISTRICT NO. 61 (GREATER VICTORIA)  
YEAR ENDED JUNE 30, 2020**

**COMPARISON OF SCHEDULED PAYMENTS TO THE AUDITED FINANCIAL STATEMENT EXPENDITURES**

**SCHEDULED PAYMENTS**

Schedule of Remuneration and Expenses:			
Remuneration	\$ 174,680,631		
Employee expenses	736,140		
Employer portion of Employment Insurance Contributions and Canada Pension Plan	9,452,767		
<i>Total - Schedule of Remuneration and Expenses</i>		\$	184,869,538
 Schedule of Payments for the Provision of Goods and Services			 71,260,087

<b>CONSOLIDATED TOTAL OF SCHEDULED PAYMENTS</b>	\$ 256,129,625
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**FINANCIAL STATEMENT EXPENDITURES**

Operating Fund Expenditures	\$203,712,693
Trust Fund Expenditures	29,829,792
Capital Fund Expenditures	24,228,051

<b>CONSOLIDATED TOTAL OF FINANCIAL STATEMENT EXPENDITURES</b>	\$257,770,536
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<b>DIFFERENCE BETWEEN SCHEDULED PAYMENTS AND FINANCIAL STATEMENT EXPENDITURES</b>	<b>\$ (1,640,911)</b>
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**EXPLANATION OF DIFFERENCE**

The schedule of payments for the provision of goods and services differs from the financial statements in the following ways:

- 100% of GST paid to suppliers is included, whereas the financial statement expenditures are net of the GST rebate
- Third party recoveries of expenses from PAC and school fundraising activities may not all be adjusted for in the schedules
- Employee benefits may be duplicated in the schedule of payments where also reported in employee remuneration
- Travel expenses that are paid directly to suppliers may be duplicated in employee expenses
- Other miscellaneous cost recoveries that may not have been deducted from the scheduled payments

The financial statements are reported on an accrual basis, and include payroll liabilities that are not reflected in the schedule of remuneration and expenses, and accounts payable balances that are not reflected in the schedule of payments for the provision of goods and services. Changes in liability balances from year to year affect the financial statement expenditures but not the scheduled payments which are reported on a cash basis.

# Office of the Superintendent

*Shelley Green - Superintendent*

School District No. 61 (Greater Victoria)  
556 Boleskine Road, Victoria, BC V8Z 1E8  
Phone (250) 475-4162 Fax (250) 475-4112

TO: The Board of Education  
FROM: Shelley Green, Superintendent of Schools  
RE: Superintendent's Report  
DATE: September 28, 2020

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There are a number of items that the Superintendent wishes to bring to the attention of the Board of Education.

## Events and Meetings

The Superintendent has attended a number of events and met with a number of individuals since the last Board meeting. These have included:

- District Committees
  - Audit Committee
  - Policy Sub Committee
  - Staffing Committee
- Meetings and Events
  - Professional Conversations
- Meetings
  - All Partner Groups (ASA, CUPE 382, CUPE 947, GVTA, VCPAC, VPVPA)
  - BCSSA Island Chapter
  - Board of Education
  - District Leadership
  - Generative Dialogue/Coaching
  - K-12 Restart Planning
  - Joint Committee (GVTA)
  - Ministry of Education
  - Ministry of Health
  - Pandemic Response Team
  - Professional Relations Committee (GVTA)
  - Principals and Vice-Principals
  - Representative Advisory Council of Students
  - Strategic Planning
  - Tri-District Superintendents

*The Greater Victoria School District wishes to recognize and acknowledge the Esquimalt and Songhees Nations, on whose traditional territories, we live, we learn, and we do our work.*

# Office of the Superintendent

*Shelley Green - Superintendent*

TO: The Board of Education  
FROM: Shelley Green, Superintendent of Schools  
RE: Superintendent's Report  
DATE: September 28, 2020

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During this portion of the Board Meeting, Trustees will have the opportunity to raise questions. Where possible, an immediate response will be provided. In the event that research is necessary before a response is provided, the matter will be postponed until a researched response can be provided.

*The Greater Victoria School District wishes to recognize and acknowledge the Esquimalt and Songhees Nations, on whose traditional territories, we live, we learn, and we do our work.*

**TO: Board of Education**  
**FROM: Kim Morris**  
**RE: Monthly Report**  
**DATE: September 23, 2020**

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The purpose of this memo is to update the Board on some of the activities of the Secretary-Treasurer's office over the summer and in to September.

- Principal/Vice-Principal year end meetings
- Bi-Weekly Vic High Project Planning Meetings with Principal and Capital Staff
- Weekly Deputy Minister calls re COVID & Start-Up
- School Start-Up Planning
- Trustee Working Session
- BCASBO Leadership Series
- Vic High Alumni, City of Victoria, Bays United Football Club meeting
- District Leadership Meetings
- BCASBO Representative for Ministry of Education Funding Equity Committee
- BCASBO Representative for Provincial K-12 SOGI Collaborative
- Policy Sub-Committee Meetings
- Spectrum Turf and Rink Committee meeting
- Student Representative Dinner
- School Start-Up Parent meeting at Esquimalt Nation
- School Start-Up Meeting with Songhees Nation
- Audit Committee Meetings
- Various board, committee and staff meetings

Projects:

- Essential Service Worker Care Wrap-Up
- Asset Retirement Obligation Project and Submission
- Provincial and Federal Safe Return to School/Class Spending Plans
- South Park Security and Safety Troubleshooting
- eScribe Implementation Testing
- PowerSchool & SchoolCa\$h Business Re-Engineering Implementation Planning
- PPE Delivery to Schools
- Department Carry Forwards

*The Greater Victoria School District wishes to recognize and acknowledge the Esquimalt and Songhees Nations, on whose traditional territories, we live, we learn, and we do our work.*

**How will the funding be allocated?**

The Ministry is allocating the first phase of the Federal Safe Return to Class Fund (\$121.2M) as follows:

- \$101.1 million to public school districts
- \$7.96 million to independent schools
- \$12.1 million holdback for emerging COVID-related issues between September and December 2020.

This one-time funding will be allocated to public school districts based primarily on student headcount for the 2019/20 school year with a minimum allocation of \$300,000 per school district. The allocation for the Conseil scolaire francophone will be increased by 15% in alignment with the provincial Funding Allocation System.

Allocations for the second phase of funding will be announced later in the year when confirmation has been received from the Federal government that the funding is forthcoming

**When can school districts expect to receive the funding?**

Funding will be disbursed through CDS once received by the Federal Government. We expect this to be in September.

**What can the funding be used for?**

Spending should be in alignment with school districts K-12 Restart plans. School districts should consider the needs of Indigenous students when allocating their funding and should engage with Indigenous communities on their needs. School districts should also consider the needs of students with disabilities and diverse abilities, vulnerable students (e.g. children and youth in care), and other students with low educational outcomes when planning for this funding.

In general, this funding may be used for:

***Learning resources and supports***

- Implementation of online and remote learning options including internet access / Wifi hubs for Indigenous communities
- Hiring additional teachers and staff, including staff to support Indigenous students remaining in their communities and for those students transitioning back into the classroom over the school year
- Health and safety training for staff
- Mental health support for staff and students

### ***Health and safety***

- Increasing staff and covering salary costs for additional hours needed to meet health and safety guidelines in schools
- Installing plexiglass and other barriers, providing outdoor learning spaces, and adapting classrooms and school buses to minimize physical contact
- Increasing hand hygiene, including additional hand sanitizing stations, installing touchless faucets or additional supplies
- Improving air systems in schools, such as HVAC and ventilation improvements, portable air scrubbers and increased utility costs
- Purchasing additional cleaning supplies such as sprayers or fogger machines for frequent cleaning and disinfecting high-touch surfaces
- Purchasing additional masks, face shields or other personal protective equipment, as needed

### ***Transportation***

- Cover additional transportation costs to accommodate new schedules
- Student and route tracking and planning technology
- Alternate bus transportation strategies

### ***Before- and after-school child care***

- Opening up more space and covering the cleaning costs for before- and after-school care so that groups can be smaller, and to ensure students can remain within their learning groups
- Additional staff to support before- and after-school care during the pandemic

### **What are the reporting requirements?**

As the Federal Safe Return to Class Fund is being disbursed as a Special Purpose Fund school districts will be required to report to the Ministry on how the funds have been spent. It is anticipated that the first report will need to reflect actual and planned spending as of October 31, 2020 and will be submitted to the Ministry by November 13, 2020. The template will capture capital as well as operational expenditures and school districts will be expected to identify how spending

**TABLE A**  
**SUMMARY OF GRANTS TO DATE, 2020/21**  
 Updated September 2020

School District	2020/21 Estimated Operating Grant Block	Preliminary Classroom Enhancement Fund Allocation	Learning Improvement Fund - Support Staff	Community- LINK	Annual Facility Grant (Total Oper. Portion)*	Pay Equity	Student Transportation Fund	Teachers' Labour Settlement	Safe Return to School Grant	Federal Safe Return to Class Fund
5 Southeast Kootenay	65,373,362	2,521,513	236,579	373,586	286,997	457,171	361,459	1,510,285	493,581	1,008,678
6 Rocky Mountain	39,375,063	2,711,005	142,508	391,904	195,806	207,823	369,399	884,489	291,299	601,533
8 Kootenay Lake	55,337,051	4,866,976	200,282	631,599	279,588	300,996	419,602	1,338,788	437,667	889,192
10 Arrow Lakes	8,135,932	197,784	29,448	105,604	62,454	40,560	42,675	160,142	46,588	150,000
19 Revelstoke	11,976,283	496,384	43,344	98,017	65,368	101,498	49,847	314,296	85,608	177,446
20 Kootenay-Columbia	41,322,622	2,884,464	149,552	688,964	193,868	248,239	242,977	1,042,845	317,889	709,962
22 Vernon	85,495,328	5,573,017	309,422	645,902	356,510	85,865	361,094	2,328,158	640,018	1,551,003
23 Central Okanagan	223,351,556	15,510,011	808,330	1,252,296	785,351	1,238,323	600,000	6,145,818	1,747,628	4,144,747
27 Cariboo-Chilcotin	53,913,488	3,487,700	195,123	676,140	311,749	665,837	739,024	1,243,194	380,777	828,022
28 Quesnel	34,263,909	1,732,479	124,007	489,126	179,096	379,632	274,209	878,407	260,132	534,478
33 Chilliwack	135,514,037	7,116,729	490,428	722,132	456,531	864,624	329,456	3,575,689	1,073,102	2,417,189
34 Abbotsford	186,276,925	9,998,124	674,161	1,240,748	691,973	118,014	313,969	5,074,150	1,528,538	3,559,978
35 Langley	195,606,160	19,757,851	707,918	2,071,827	680,178	551,875	260,000	5,739,774	1,607,951	3,762,926
36 Surrey	703,788,757	36,877,425	2,547,102	4,017,294	2,362,029	6,861,224	72,999	19,190,731	5,200,662	13,215,182
37 Delta	147,713,554	6,439,357	534,594	584,208	614,944	2,171,545	41,933	4,478,979	1,155,892	2,843,773
38 Richmond	184,983,375	31,073,942	669,476	772,476	829,133	2,215,706	21,608	5,816,048	1,456,347	3,687,311
39 Vancouver	462,097,681	33,228,771	1,672,482	9,404,107	2,237,985	7,294,124	53,423	13,505,685	3,556,154	9,177,259
40 New Westminster	62,900,740	5,077,053	227,646	1,550,170	235,872	521,853	6,073	1,904,750	488,210	1,274,223
41 Burnaby	227,277,636	10,430,608	822,551	2,397,447	930,932	1,441,995	24,841	7,146,649	1,711,553	4,359,287
42 Maple Ridge-Pitt Meadows	143,555,178	9,858,651	519,539	569,146	517,500	1,874,965	185,990	4,173,875	1,084,402	2,650,455
43 Coquitlam	289,121,570	25,883,056	1,046,395	1,524,858	1,139,623	706,353	81,641	8,948,339	2,392,034	5,610,148
44 North Vancouver	139,177,952	15,189,094	503,723	1,132,336	626,273	2,966,047	40,566	4,109,123	1,116,823	2,807,392
45 West Vancouver	63,323,637	2,430,706	229,200	264,859	267,383	678,422	84,722	1,920,744	502,456	1,224,288
46 Sunshine Coast	39,399,500	2,788,135	142,594	509,458	196,588	510,381	380,465	934,351	286,313	578,349
47 Powell River	27,884,139	1,659,344	100,916	205,122	122,930	243,304	91,754	629,555	180,570	483,652
48 Sea to Sky	51,201,107	4,993,137	185,300	300,233	191,138	371,793	265,534	1,327,690	397,421	946,973
49 Central Coast	6,785,611	474,115	24,558	247,326	60,292	42,403	80,277	126,155	24,883	150,000
50 Haida Gwaii	10,397,407	693,560	37,630	111,611	110,390	139,874	149,851	169,037	51,093	150,000
51 Boundary	17,748,211	806,545	64,238	146,982	113,349	105,245	153,588	371,737	120,797	223,992
52 Prince Rupert	24,554,566	1,620,190	88,867	520,898	135,633	706,027	117,597	627,342	188,667	345,440
53 Okanagan Similkameen	28,927,920	1,651,058	104,695	233,418	125,847	233,703	209,099	690,988	203,601	432,826
54 Bulkley Valley	22,948,962	1,210,922	83,059	229,218	141,659	225,459	163,737	506,193	169,820	357,210
57 Prince George	137,616,395	8,020,004	498,079	2,157,419	667,217	2,271,692	687,663	3,726,145	1,069,663	2,359,051
58 Nicola-Similkameen	24,204,968	2,697,171	87,602	296,844	125,830	120,216	170,292	599,155	182,697	433,896
59 Peace River South	43,503,835	2,891,957	157,452	374,489	285,735	944,395	441,458	925,751	313,770	646,118
60 Peace River North	67,548,920	3,916,326	255,887	573,794	298,964	241,350	425,785	1,510,106	515,408	1,169,717
61 Greater Victoria	183,882,816	16,044,648	665,523	3,943,638	810,279	2,896,617	20,027	5,654,057	1,552,257	3,474,375
62 Sooke	110,357,155	13,423,781	399,366	763,767	336,814	931,052	358,365	3,007,718	872,605	2,087,443
63 Saanich	71,265,993	6,274,261	257,923	412,568	305,814	377,315	280,000	2,031,443	562,652	1,433,835
64 Gulf Islands	20,960,426	1,730,013	75,860	161,656	103,629	102,398	328,264	457,529	149,789	260,730
67 Okanagan Skaha	57,298,188	2,812,267	207,373	386,934	268,467	441,194	167,035	1,567,466	484,147	1,009,391
68 Nanaimo-Ladysmith	134,976,383	10,838,893	488,486	2,311,113	555,642	160,000	244,630	3,645,082	1,068,252	2,615,858
69 Qualicum	43,844,035	3,252,953	158,680	380,322	199,346	936,176	426,341	1,156,463	311,500	792,176
70 Alberni	39,457,264	2,172,655	142,803	936,889	211,772	595,220	71,717	1,021,152	306,186	681,963
71 Comox Valley	85,356,162	8,377,443	308,915	609,052	350,428	451,831	421,375	2,210,956	615,365	1,722,386
72 Campbell River	56,985,771	3,364,472	206,242	539,881	263,128	75,322	316,860	1,440,451	462,607	972,654
73 Kamloops-Thompson	153,450,769	9,439,743	555,368	1,609,145	701,852	575,959	666,817	3,970,864	1,173,714	2,674,709
74 Gold Trail	19,792,404	480,700	71,632	388,173	139,657	376,093	366,932	339,516	123,253	198,312
75 Mission	62,267,727	4,695,734	225,361	404,511	249,513	725,901	188,900	1,690,967	484,741	1,167,577
78 Fraser-Cascade	21,052,184	1,432,520	76,192	358,207	107,268	229,516	184,576	503,351	157,714	298,181
79 Cowichan Valley	82,490,551	7,956,682	298,553	667,259	384,070	363,682	283,524	2,281,837	651,698	1,461,299
81 Fort Nelson	9,524,066	788,664	34,469	136,831	64,611	79,311	32,744	195,956	68,787	150,000
82 Coast Mountains	49,172,732	3,865,405	177,965	619,240	308,265	1,160,795	557,786	1,265,447	389,629	748,840
83 North Okanagan-Shuswap	72,706,286	4,964,644	263,129	329,608	342,430	641,286	561,925	1,767,813	590,823	1,141,540
84 Vancouver Island West	10,031,421	889,968	36,306	133,070	79,210	55,087	57,593	191,674	76,717	150,000
85 Vancouver Island North	18,724,731	1,175,353	67,768	322,035	148,378	115,216	118,179	346,474	131,051	232,017
87 Stikine	5,720,847	337,309	20,705	566,271	60,751	124,935	51,181	82,179	21,075	150,000
91 Nechako Lakes	50,594,891	2,512,327	183,117	515,767	289,429	1,096,373	503,247	1,127,851	308,176	770,419
92 Nisga'a	8,292,685	775,290	30,011	137,386	54,305	116,874	130,091	157,428	42,381	150,000
93 Conseil scolaire francophone	92,172,914	5,646,824	333,566	131,778	277,814	100,251	750,415	1,771,713	584,848	1,295,071
Provincial Total	5,522,981,738	400,017,713	20,000,000	54,276,659	23,495,587	50,876,937	15,403,131	151,460,550	42,470,000	101,100,472

\*Includes total operating portion only; see Table D for capital portion

**TO:** Board of Education  
**FROM:** Kim Morris, Secretary-Treasurer  
**RE:** **Poll Vote Results – South Park Elementary - Cameras**  
**DATE:** September 28, 2020

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A poll vote on the following motion was conducted on September 4, 2020:

***That the Board of Education waive Policy 3517.3 and Regulation 3517.3 to immediately operate 2 temporary surveillance cameras between the hours of 5 pm and 6 am at South Park School in order to address on-going building security challenges;***

***AND FURTHER***

***That staff be directed to fulfill the requirements of Policy 3517.3 and Regulation 3517.3 as soon as possible;***

***AND FURTHER***

***The Board receive a report from staff at the September 21, 2020 Operations Policy & Planning Committee meeting updating the status of the security issues to determine the continuation of the camera operation and the progress on Policy 3517.3 and Regulation 3517.3 compliance.***

The motion carried unanimously and the temporary surveillance cameras were activated on September 4, 2020 at 5:00 p.m.

*The Greater Victoria School District wishes to recognize and acknowledge the Esquimalt and Songhees Nations, on whose traditional territories, we live, we learn, and we do our work.*



## SECTION 72 REPORT

**Present:**

Trustees Jordan Watters, Chair, Ann Whiteaker, Vice-Chair, Nicole Duncan, Tom Ferris, Angie Hentze, Elaine Leonard, Ryan Painter and Rob Paynter

**Sanctioned:**

Trustee Diane McNally

**Administration:**

Shelley Green, Superintendent of Schools, Deb Whitten, Deputy Superintendent, Kim Morris, Secretary-Treasurer, Greg Kitchen, Associate Superintendent, Colin Robert, Associate Superintendent, Katrina Stride, Associate Secretary-Treasurer, Harold Caldwell, Director of Learning, Chuck Morris, Director, Facilities Services, Lisa McPhail, Communications and Community Engagement Manager, and Vicki Hanley, Recorder

The Board of Education discussed the following matters:

- Personnel
- Property
- Legal

## SECTION 72 REPORT

**Present:**

Trustees Jordan Watters, Chair, Ann Whiteaker, Vice-Chair, Nicole Duncan, Tom Ferris, Angie Hentze, Ryan Painter, and Rob Paynter

**Regrets:**

Trustee Elaine Leonard

**Sanctioned:**

Trustee Diane McNally

**Administration:**

Shelley Green, Superintendent of Schools, Kim Morris, Secretary-Treasurer, Deb Whitten, Deputy Superintendent, Colin Roberts, Associate Superintendent, Harold Caldwell, Associate Superintendent, Chuck Morris, Director, Facilities Services, Marne Jensen, Associate Director, Human Resource Services (exited meeting at 5:11 p.m.) and Vicki Hanley, Recorder

The Board of Education discussed the following matters:

- Personnel
- Property

## SECTION 72 REPORT

**Present:**

Trustees Jordan Watters, Chair, Ann Whiteaker, Vice-Chair, Nicole Duncan, Tom Ferris, Angie Hentze, Elaine Leonard, and Ryan Painter

**Regrets:**

Trustee Rob Paynter

**Sanctioned:**

Trustee Diane McNally

**Administration:**

Shelley Green, Superintendent of Schools, Kim Morris, Secretary-Treasurer,

The Board of Education discussed the following matter:

- Governance

## SECTION 72 REPORT

**Present:**

Trustees Jordan Watters, Chair, Ann Whiteaker, Vice-Chair, Nicole Duncan, Tom Ferris, Angie Hentze, Elaine Leonard, and Rob Paynter

**Regrets:**

Trustee Ryan Painter

**Sanctioned:**

Trustee Diane McNally

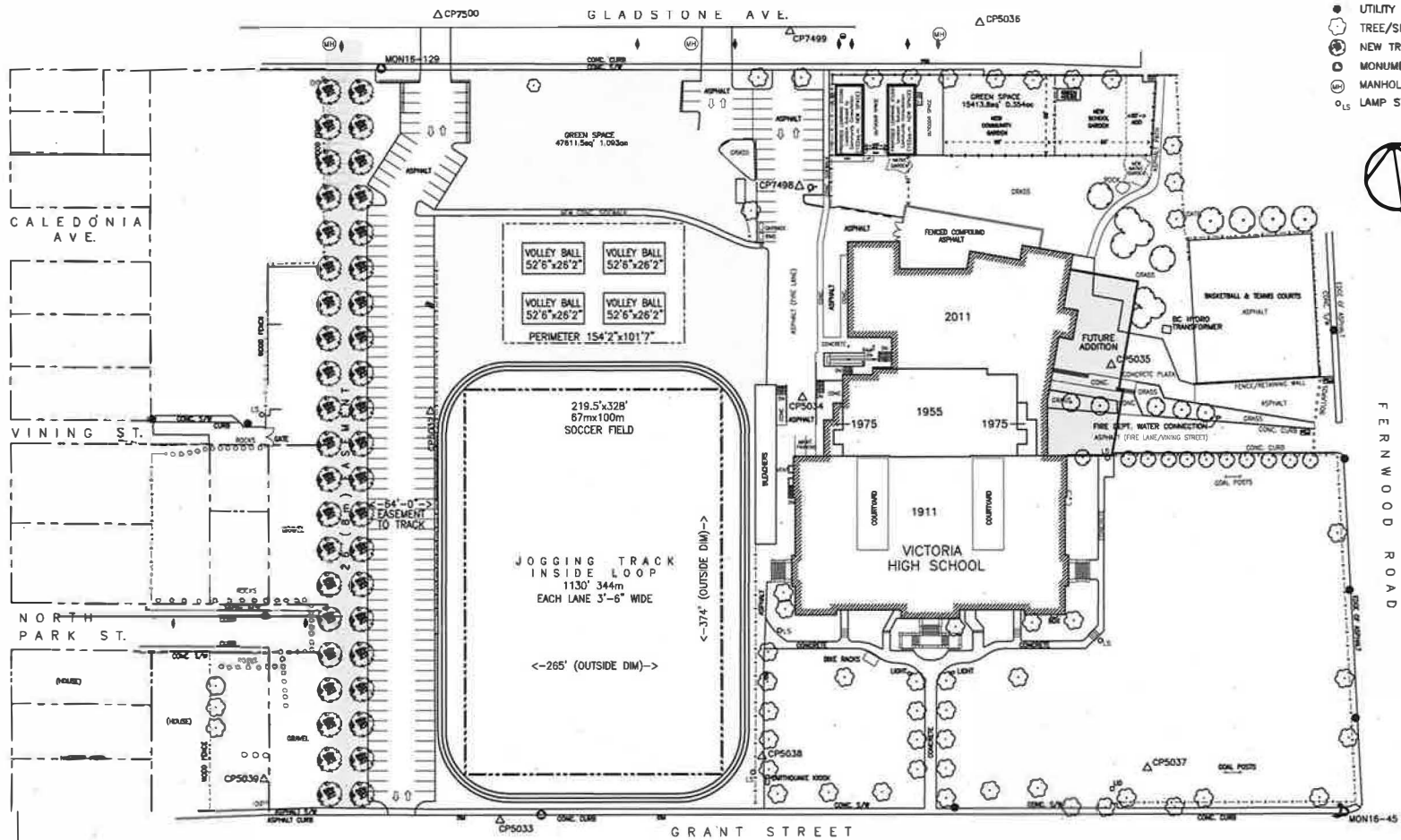
**Administration:**

Shelley Green, Superintendent of Schools, Kim Morris, Secretary-Treasurer, Deb Whitten, Deputy Superintendent, Colin Roberts, Associate Superintendent, Harold Caldwell, Associate Superintendent, Chuck Morris, Director, Facilities Services, and Vicki Hanley, Recorder

The Board of Education discussed the following matters:

- Advocacy
- Property

CHAMBERS STREET



- LEGEND**
- HYDRANT
  - CATCH BASIN
  - WATER METER
  - VALVE
  - CLEAN OUT
  - UTILITY POLE
  - TREE/SHRUB
  - NEW TREE
  - MONUMENT
  - MANHOLE
  - LAMP STANDARD



Greater  
**VICTORIA**  
School District

**VICTORIA  
SENIOR  
SECONDARY**

1260 Grant St.  
Victoria, B.C.  
V8T 1C2

**SITE PLAN  
PROPOSED  
FIELD ADJ.  
NEW CHILD CARE  
GARDEN MOVE**

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ISSUE NO.	DATE	REV. DESCRIPTION	BY	CHKD BY
5	JAN. 2014	BUS CAGE, GARDEN ADDED	JC	
4	AUG. 2012	SITE REVISIONS ADDED	JC	
3	APR. 2012	2011 ADDITION ADDED	JC	
2	APR. 2012	FAIREY TECH. BLDG DEMOLISHED	JC	
1	AUG. 2010	PORTABLES #43 & #46 DEMOLISHED	JC	

Date : Aug, 2020

Scale : 1" = 100'-0"

Drawn By : JPG

Facility No. 61018

W.O. No.

Capital No.

Drawing No. 1 of 1

NOTE: LOCATION OF THE PROPERTY LINES AS SHOWN ARE APPROXIMATE. THIS IS NOT A LEGAL SITE PLAN.

