



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

Regular Board Meeting

AGENDA

Via Zoom

Monday, February 26, 2024, 7:30 p.m.

Broadcasted via YouTube

<https://bit.ly/3czx8bA>

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 February 26, 2024 agenda be approved.

A.3. Approval of the Minutes

a. Approval of the January 29, 2024 Regular Board Minutes

Recommended Motion:
That the January 29, 2024 Regular 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)
 - a. **Victoria Police Department – Chief Manak**
- B. CORRESPONDENCE**
- C. TRUSTEE REPORTS**
 - C.1. Chair's Report**
 - a. Chair's Report
 - b. District Annual Work Plan March 2024
 - C.2. Trustees' Reports (2 minutes per verbal presentation)**
- D. BOARD COMMITTEE REPORTS**
 - D.1. Education Policy and Directions Committee**
 - b. Draft minutes from the February 5, 2024 meeting – information only
 - D.2. Operations Policy and Planning Committee**
 - a. Draft minutes from the February 12, 2024 meeting – information only
 - b. Recommended motion from the February 12, 2024 meeting:

Recommended Motion:
That the Board of Education of School District No. 61 (Greater Victoria) accept the December 2023 Quarterly Financial Report as presented to the Audit Sub-Committee.
 - D.3. Budget Working Groups**
- E. DISTRICT LEADERSHIP TEAM REPORTS**
 - E.1. Superintendent's Report**
 - a. Monthly Report

Recommended Motion:
That the Board of Education of School District No. 61 (Greater Victoria) receive the Superintendent's report as presented.
 - b. Trustee Questions
 - E.2. Secretary-Treasurer's Report**
 - a. Monthly Report

Recommended Motion:

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

b. 2023-2024 Amended Annual Budget Bylaw

Recommended Motion:

That the Board of Education of School District No. 61 (Greater Victoria) agree to give all three readings of the 2023-2024 Amended Annual Budget Bylaw at the Regular Board meeting on February 26, 2024.

Motion to be Carried Unanimously

Recommended Motion:

That the School District No. 61 (Greater Victoria) 2023-2024 Amended Annual Budget Bylaw in the amount of \$313,092,218 be:

Read a first time the 26th day of February, 2024;

Read a second time the 26th day of February, 2024;

Read a third time, passed and adopted the 26th day of February, 2024;

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

c. 2750 Shoreline Drive – Statutory Right-of-Way for CRD

Recommended Motion:

That the Board of Education of School District No. 61 (Greater Victoria) approve entering into the Modification and amend the granting of the Original Statutory Right-of-Way to the CRD and extend the area of the right-of-way by an additional four (4) metres in accordance with the terms and conditions of the Modification on the property legally described as PID: 000-875-759, Lot 1, Section 2, Esquimalt District, Plan 11627 Except Part in Plan 41826, otherwise known as Shoreline Middle School.

Recommended Motion:

That the Board of Education of School District No. 61 (Greater Victoria) agree to give all three readings of the Shoreline Middle School Modification of Right-of-Way Bylaw 24-02.

Motion to be Carried Unanimously

Recommended Motion:

That the Board of Education of School District No. 61 (Greater Victoria) Shoreline Middle School Modification of Right-of-Way Bylaw 24-02, being a

bylaw to enter into the Modification and amend the grant of the Original Right-of-Way under registration number FB462797 to the Capital Regional District and extend the area of the right-of-way by an additional four (4) metres in accordance with the terms and conditions of the Modification on the property legally described as PID: 000-875-759, Lot 1, Section 2, Esquimalt District, Plan 11627 Except Part in Plan 41826:

Read a first time this 26th day of February, 2024;

Read a second time this 26th day of February, 2024;

Read a third time, passed and adopted this 26th day of February, 2024;

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

AND FURTHER,

that the Secretary-Treasurer be authorized, on behalf of the Board, to execute and deliver the Modification and such amendments thereto as the Secretary-Treasurer, in his or her discretion, consider advisable, and the Secretary-Treasurer be authorized, on behalf of the Board, to complete the Modification and the amendment to the grant of the Original Right of Way on such terms and conditions as the Secretary-Treasurer may, in his or her discretion, consider advisable as witnessed by the signature of the Secretary-Treasurer.

d. Long-Range Facilities Plan

F. QUESTION PERIOD (15 minutes total)

G. PUBLIC DISCLOSURE OF IN-CAMERA ITEMS

- G.1. Record of Special In-Camera Board of Education Meeting** – March 6, 2023
- G.2. Record of Special In-Camera Board of Education Meeting** – March 8, 2023
- G.3. Record of Special In-Camera Board of Education Meeting** – March 10, 2023
- G.4. Record of In-Camera Board of Education Meeting** – March 13, 2023
- G.5. Record of Special In-Camera Board of Education Meeting** – March 13, 2023
- G.6. Record of Special In-Camera Board of Education Meeting** – March 16, 2023
- G.7. Record of Special In-Camera Board of Education Meeting** – March 16, 2023
- G.8. Record of Special In-Camera Board of Education Meeting** – March 23, 2023
- G.9. Record of Special In-Camera Board of Education Meeting** – April 4, 2023
- G.10. Record of Special In-Camera Board of Education Meeting** – April 5, 2023
- G.11. Record of Special In-Camera Board of Education Meeting** – April 17, 2023
- G.12. Record of In-Camera Board of Education Meeting** – April 24, 2023
- G.13. Record of In-Camera Board of Education Meeting** – May 29, 2023
- G.14. Record of In-Camera Board of Education Meeting** – June 19, 2023
- G.15. Record of Special In-Camera Board of Education Meeting** – June 29, 2023
- G.16. Record of Special In-Camera Board of Education Meeting** – July 6, 2023
- G.17. Record of Special In-Camera Board of Education Meeting** – July 27, 2023

- G.18. Record of Special In-Camera Board of Education Meeting – September 11, 2023**
- G.19. Record of In-Camera Board of Education Meeting – September 25, 2023**
- G.20. Record of Special In-Camera Board of Education Meeting – October 3, 2023**
- G.21. Record of Special In-Camera Board of Education Meeting – October 23, 2023**
- G.22. Record of In-Camera Board of Education Meeting – October 30, 2023**
- G.23. Record of In-Camera Board of Education Meeting – November 27, 2023**
- G.24. Record of In-Camera Board of Education Meeting – December 11, 2023**
- G.25. Record of Special In-Camera Board of Education Meeting – December 19, 2023**

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)

Regular Board Meeting

MINUTES

Monday, January 29, 2024, 7:30 p.m.

Trustees Present: Nicole Duncan, Board Chair, Karin Kwan, Vice-Chair, Natalie Baillaut, Derek Gagnon, Emily Mahbobi

Trustee Regrets: Angela Carmichael, Mavis David, Diane McNally, Rob Paynter

Administration: Deb Whitten, Superintendent of Schools, Katrina Stride, Secretary-Treasurer, Harold Caldwell, Deputy Superintendent, Tom Aerts, Associate Superintendent, Julie Lutner, Associate Secretary-Treasurer, Andy Canty, Director of Information Technology for Learning, Jeff Davis, Director of International Education, Sarah Winkler, VPVA

Partners: Nyssa Temmel, VCPAC, Jane Massy, CUPE 947

A. COMMENCEMENT OF MEETING

This meeting began at 7:30 p.m.

A.1. Acknowledgement of Traditional Territories

Chair Duncan 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 Kwan

Seconded by Trustee Gagnon

That the January 29, 2024 agenda be approved.

Motion Carried Unanimously

A.3. Approval of the Minutes

Moved by Trustee Kwan

Seconded by Trustee Mahbobi

That the December 11, 2023 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

None.

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

- a. Jean Morrison, a French Immersion teacher in School District No. 61, presented on the impact report that was brought forward when the International Student Enrollment Policy was approved.

B. CORRESPONDENCE

B.1. January 17, 2024, Colquitz Middle School Parent Advisory Council to the Board of Education, School Police Liaison Officer Program

Trustees asked a question of clarification.

B.2. January 18, 2024, Oak Bay High School PAC to the Board of Education, Gang Trend Seminar

C. TRUSTEE REPORTS

C.1. Chair's Report

- a. Chair's Report
Chair Duncan provided the report for information.
- b. Section 72 Report

Moved by Trustee Kwan

Seconded by Trustee Gagnon

That the Board of Education of School District No. 61 (Greater Victoria) direct the Superintendent to revert back to the usual Section 72 Report format and update the Section 72 Reports between March 2023 and January 2024.

Motion Carried Unanimously

- c. District Annual Work Plan January and February 2024
District annual work plans were provided for information.

C.2. Trustees' Reports

None.

D. BOARD COMMITTEE REPORTS

D.1. Education Policy and Directions Committee

- a. Draft minutes from the January 15, 2024 meeting – information only
- b. Recommended motions from the January 15, 2024 meeting:

Moved by Trustee Gagnon
Seconded by Trustee Baillaut

That the Board of Education of School District No. 61 (Greater Victoria) approve revised Policy 6163.1 Learning Resources, as amended,

AND FURTHER,

direct the Superintendent to prepare the corresponding Learning Resources Administrative Regulation for review by the Board of Education in April 2024.

The Policy was further amended by Chair Duncan.

Amendment of Policy

Moved by Chair Duncan
Seconded by Trustee Kwan

- 3.9.5 Selection is an ongoing process which includes the removal of ~~materials~~ learning resources which are no longer appropriate according to the approved criteria for the selection of learning resources- , and other criteria specific to the ongoing reconsideration of learning resources currently in use such as age, damage or relevance.

Motion Carried Unanimously

Moved by Chair Duncan
Seconded by Trustee Kwan

- 4.1 The Board delegates the responsibility for ~~coordinating~~ the selection of ~~and making recommendations for the purchase of~~ learning resources to the district or school educational staff. The review of a requests for reconsideration of the use of a learning resource will be undertaken in accordance with the review process outlined in associated Regulation 6163.1.

Motion Carried Unanimously

Moved by Trustee Kwan
Seconded by Trustee Gagnon

That the Board of Education of School District No. 61 (Greater Victoria) approve revised Policy 6163.1 Learning Resources, as amended,

AND FURTHER,

direct the Superintendent to prepare the corresponding Learning Resources Administrative Regulation for review by the Board of Education in April 2024.

Motion Carried Unanimously

Moved by Trustee Kwan
Seconded by Trustee Mahbobi

That the Board of Education of School District No. 61 (Greater Victoria) direct the Board Chair to write a letter to the Ministry of Education and Child Care with a request for additional funding for staff to complete DEI training in line with the K-12 Anti Racism action plan.

Motion Carried Unanimously

D.2. Operations Policy and Planning Committee

- a. Draft minutes from the January 22, 2024 meeting – information only

D.3. 2024-2025 Budget

- a. Values and Guiding Principles

Moved by Trustee Gagnon
Seconded by Trustee Mahbobi

That the Board of Education of School District No. 61 (Greater Victoria) approve the revised Values and Guiding Principles for the 2024-2025 Budget.

Motion Carried Unanimously

- b. 2024-2025 Budget Development Process

Moved by Trustee Gagnon

Seconded by Trustee Mahbobi

That the Board of Education of School District No. 61 (Greater Victoria) approve the revised 2024-2025 Budget Development Process.

Motion Carried Unanimously

- c. Student Connections
- d. Partner and VPVPA Connections
- e. Student Symposium – January 11, 2024
- f. Budget Working Groups

E. DISTRICT LEADERSHIP TEAM REPORTS

E.1. Superintendent's Report

- a. Monthly Report

Superintendent Whitten provided the report for information.

Moved by Trustee Kwan

Seconded by Trustee Gagnon

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

Motion Carried Unanimously

- b. Trustee Questions

Trustees had questions of clarification.

E.2. Secretary-Treasurer's Report

- a. Monthly Report

Secretary-Treasurer Stride provided the report for information.

Moved by Trustee Baillaut

Seconded by Trustee Kwan

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

Motion Carried Unanimously

F. QUESTION PERIOD

- Q: Due to parent outcry there has been multiple attempts from the Police Board to meet with the school board to discuss shared responsibility for student and staff safety. The first meeting was booked for November which was cancelled and rebooked for December by the school board the December meeting was cancelled and rebooked to January by the school board. The January meeting was also cancelled by the school board. When will the board prioritize student and staff safety and reschedule this very important meeting?
- A: Chair Duncan stated that this question is based on misinformation. The Board of Education wrote to police boards to invite them to engage in Board-to-Board dialogue related to the joint responsibility for student and staff safety. The Board of Education did not cancel any of those meetings but has been understanding and open to the requests of one Police Board to reschedule. Chair Duncan stated that when the Board of Education receives a confirmed meeting date from this Police Board, it will make itself available.
- Q: When will the board of education return to holding in-person meetings. SD61 is the only board on the island and lower mainland that will not hold in-person public meetings?
- A: Chair Duncan stated that the Board has received this question before, and is looking to get an estimate of the cost to upgrade the Boardroom so that people who are listening to in-person meetings can hear who is speaking and see who votes in what way. Once the Board has a sense of the cost of upgrading the Boardroom, it will look to make those adjustments and return to in-person meetings. In the meantime, the Board has found the online platform to be very accessible and has increased the number of people who can tune in without having to worry about childcare or travel to the Board Office. Chair Duncan reiterated that the Board will continue to look at this issue and, once it has an estimate of the cost to upgrade the Boardroom, it will revisit the question of returning to in-person meetings.
- Q: Did any member of this Board attend the Gang Education and Trends seminar held at Oak Bay High School on January 25, 2023?
- A: Chair Duncan stated that the Board kindly received an invitation from Oak Bay High School Parent Advisory Committee to attend. Chair Duncan advised that she replied on behalf of the Board by thanking them for the invitation and letting them know that Trustees already had budget-related meetings that they needed to attend that evening. Chair Duncan also let the PAC know that the Principal from Oak Bay High School would be in attendance.
- Q: Please provide us with the meeting dates and which police boards this school board has met with since the removal of the School Police Liaison officers. Has the meeting with the Victoria police board been rescheduled since the school board cancelled the last three meetings? When is the meeting rescheduled for?
- A: Chair Duncan stated that this question is based on misinformation that this individual has received. Chair Duncan confirmed that the Board has not cancelled meetings with

the Victoria Police Board. When the Board of Education hears back from the Victoria Police Board about when they would like to reschedule the meeting, the Board of Education will make itself available. The Board of Education's decision around the SPLO program did not impact what was happening in Victoria and Esquimalt schools, as SPLOs have not been in Esquimalt or Victoria schools since 2018. Chair Duncan suggested, if there is a lack of clarity or there are ongoing concerns, that the public reach out to the Board and it will be happy to provide further information.

Q: Why are facilities asking for more funds for SJ Burnside on top of the initial 6.5 million provided and then 8 million to address the upgrade and seismic refit?

A: Superintendent Whitten stated that the question will be reviewed by staff and staff will respond back to the individual who asked the question.

G. PUBLIC DISCLOSURE OF IN-CAMERA ITEMS

G.1. Record of In-Camera Board of Education Meeting – December 11, 2023

G.2. Record of Special In-Camera Board of Education Meeting – December 19, 2023

G.3. Record of Special In-Camera Board of Education Meeting – January 22, 2024

H. NEW BUSINESS/NOTICE OF MOTIONS

H.1. New Business

None.

H.2. Notice of Motions

None.

I. ADJOURNMENT

The meeting adjourned at 8:22 p.m.

Moved by Trustee Gagnon

Seconded by Trustee Mahbobi

That the meeting be adjourned.

Motion Carried Unanimously

Chair

Secretary-Treasurer

Board of Education

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

Chair: Nicole Duncan Vice-Chair: Karin Kwan
Trustees: Natalie Baillaut, Angela Carmichael, Mavis David,
Derek Gagnon, Emily Mahbobi,
Diane McNally, Rob Paynter

TO: Board of Education
FROM: Trustee Duncan
RE: Chair's Report
DATE: February 26, 2024

Activities on behalf of the Board:

1. Weekly Chair/Superintendent agenda planning meetings to set the agendas for our meetings. Bi-weekly check in/signing meeting with Superintendent and Secretary Treasurer.
2. Budget planning meetings with Vice Chair, Superintendent and Secretary-Treasurer.
3. 2024-25 Budget Working Group meetings
4. Policy Sub Committee meetings
5. Correspondence on behalf of the Board of Education
6. Partner Liaison Meeting with Ministry of Education and Child Care
7. BCSTA Board Chair's Call
8. BCSTA Provincial Council

Acknowledgements:

February is **Black History Month**. The 2024 theme for Black History Month is: "Black Excellence: A Heritage to Celebrate; a Future to Build". This is an opportunity to celebrate the achievements and contributions of Black Canadians and to reflect on our collective responsibility to support anti-racism initiatives, policy and practice in support of inclusive and culturally responsive learning environments.

Pink Shirt Day on Wednesday, 28 February 2024 is an important annual opportunity to come together in support of anti-bullying learning and change making, while reflecting on the power of leading with kindness and understanding in support of all children and youth.

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

March 2024

March 2 to 3: Vancouver Island School Trustees' Association (VISTA) Conference

March 18 to April 2: Spring Break & Easter

Schools Re-Open: April 3

Strategic Direction and Learning

- 2024-2025 Budget Update

System Planning and Performance Monitoring

➤ Enhancing Student Learning Report and Pathways & Partnerships / Mental Health Initiatives

- Communications Update
- Approve Capital Bylaw for the 2024-2025 Capital Plan approved by Ministry
- Approve 2024-2025 Annual Facility Grant (AFG) Expenditure Plan Submission
- Monthly Capital Projects Update
- Monthly Facilities Report
- Monthly Financial Report and Budget Change Report

External Compliance and Accountability

- Receive Ministry of Education and Child Care funding announcement by March 15

Engagement with Stakeholders and Public Recognition Events

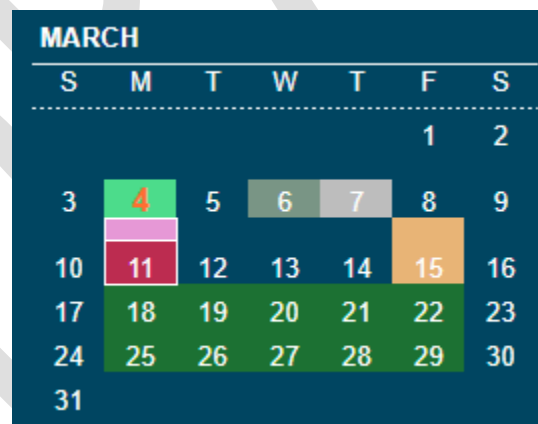
- Attend Meetings with Municipalities

Advocacy for Public Education and Provincial Liaison

- Prepare communications about preliminary budget and implications

Trustee Professional Development In-Service

- Preparation for BCSTA AGM motions that Board wishes to present
- Attend VISTA Conference



- Education Policy and Directions Committee Meeting
- Operations Policy and Planning Committee Meeting
- Board of Education Meeting
- 1 Ed/Opps Combined Meeting = Green Box with Orange Number
- PROD Day
- Stat Holiday
- Winter Break / Spring Break

- Administrators Meeting
- DLT Meeting
- Level Meeting
- District Leadership Development Program P Year 1-3
- District Leadership Development Program VP Year 1-3
- 1 Emergent Meeting = Bright Green Box with Blk Number
- JCCI Meeting (SBO or GVTA)
- Team Meeting SLT/District Team
- Joint Committee Meetings Tom
- Professional Relations Committee (PRC)



The Board of Education of School District No. 61 (Greater Victoria)
Education Policy and Directions Committee Meeting
REGULAR MINUTES
Monday, February 5, 2024, 7:00 p.m.

Trustees Present: **Education Policy and Directions members:** Emily Mahbobi (Chair), Natalie Baillaut, Mavis David, Nicole Duncan, Karin Kwan

Trustee Regrets: Angela Carmichael, Derek Gagnon, Diane McNally, Rob Paynter

Administration: Deb Whitten, Superintendent of Schools, Katrina Stride, Secretary-Treasurer, Harold Caldwell, Deputy Superintendent, Tom Aerts, Associate Superintendent, Andy Canty, Director, Information Technology for Learning, Vicki Roberts, VPVPA

Partners: Lena Palermo, GVTA, Nyssa Temmel, VCPAC

A. COMMENCEMENT OF MEETING

The meeting was called to order at 7:00 p.m.

A.1. Acknowledgement of Traditional Territories

Chair Mahbobi 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 Baillaut

That the February 5, 2024 agenda be approved.

Motion Carried Unanimously

A.3. Approval of the Minutes

Moved by Trustee Baillaut

That the January 15, 2024 Education Policy and Directions Committee meeting minutes be approved.

Motion Carried Unanimously

A.4. Business Arising from Minutes

None.

B. PRESENTATIONS TO THE COMMITTEE

None.

C. NEW BUSINESS

- C.1.** Director of Indigenous Education Dr. Shelly Niemi provided a memo and presented with District Indigenous middle years teacher consultant Kolette Cristante. They provided an overview of Indigenous Education within our School District from a Department level with a highlight for what that looks like in practice at the Middle Years. Glanford Middle School Principal Vicki Roberts outlined how Glanford Middle School is supporting Indigenous Education.

Trustees and partners had questions of clarification.

D. NOTICE OF MOTION

None.

E. GENERAL ANNOUNCEMENTS

None.

F. ADJOURNMENT

Moved by Trustee Baillaut

That the meeting adjourn.

Motion Carried Unanimously

The meeting adjourned at 8:31 p.m.



The Board of Education of School District No. 61 (Greater Victoria)
Operations Policy and Planning Committee Meeting
REGULAR MINUTES
Monday, February 12, 2024, 7:00 p.m.

Trustees Present: **Operations Policy and Planning members:** Derek Gagnon (Chair), Karin Kwan, Rob Paynter, Nicole Duncan (ex officio)

Trustee Regrets: Natalie Baillaut, Angela Carmichael, Mavis David, Emily Mahbobi, Diane McNally

Administration: Deb Whitten, Superintendent of Schools, Katrina Stride, Secretary-Treasurer, Harold Caldwell, Deputy Superintendent, Tom Aerts, Associate Superintendent, Marni Vistisen-Harwood, Director of Facilities Services, Andy Canty, Director of Information Technology for Learning, Julie Lutner, Associate Secretary-Treasurer, Connor McCoy, VPVPA

Partners: Cindy Romphf, GVTA, Jane Massy, CUPE 947, Lori Poppe, VCPAC

A. COMMENCEMENT OF MEETING

The meeting was called to order at 7:00 p.m.

A.1. Acknowledgement of Traditional Territories

Chair Gagnon 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 Paynter

That the February 12, 2024 agenda be approved.

Motion Carried Unanimously

A.3. Approval of the Minutes

Moved by Trustee Duncan

That the January 22, 2024 Operations Policy and Planning Committee meeting minutes be approved.

Motion Carried Unanimously

A.4. Business Arising from Minutes

Trustee Duncan inquired about a progress update on the Long-Range Facilities Plan.

Secretary-Treasurer Stride provided a response and offered to bring a status update to the February 26, 2024 Regular Board of Education meeting.

B. PRESENTATIONS TO THE COMMITTEE

Staff

B.1. Annual Report International Student Program

Director of International Education, Dr. Jeff Davis, presented the annual report for the International Student Program.

Trustees had questions of clarification.

B.2. Child Care on School Grounds

District Principal, Charmaine Shortt, provided an update on Child Care on School Grounds.

Trustees and Partners had questions of clarification.

C. SUPERINTENDENT'S REPORT

None.

D. PERSONNEL ITEMS

None.

E. FINANCE AND LEGAL AFFAIRS

E.1. 2024-2025 Enrolment

a. Kindergarten Enrolment February 2024

Associate Superintendent Aerts presented Kindergarten enrolment numbers as of February 2024.

Trustees had questions of clarification.

b. Late French Immersion Enrolment

District Principal Powell presented enrolment numbers for Late French Immersion.

Trustees had questions of clarification.

c. 2024-2025 Ministry-Funded Enrolment Projections

Secretary-Treasurer Stride presented the 2024-2025 Ministry-Funded Enrolment Projections.

Trustees had questions of clarification.

E.2. Feeding Futures School Food Programs Update (Memo)

Deputy Superintendent Caldwell presented an update on the Feeding Futures School Food Program.

Trustees had questions of clarification.

E.3. 2024-2025 Budget

a. Director of Information Technology for Learning, Andy Canty, provided options for investment in Technology Plans for the 2024-2025 Annual Budget.

Trustees had questions of clarification.

E.4. Audit Sub-Committee Report

Secretary-Treasurer Stride provided the report for information.

Trustees had questions of clarification.

Operations Policy and Planning Committee Meeting February 12, 2024 3

Moved by Trustee Kwan

That the Board of Education of School District No. 61 (Greater Victoria) accept the December 2023 Quarterly Financial Report as presented to the Audit Sub-Committee.

Motion Carried Unanimously

E.5. Monthly Financial Report: January 2024

Secretary-Treasurer Stride provided the report for information.

Trustees had questions of clarification.

F. FACILITIES PLANNING

F.1. Operations Update: February 2024

Director of Facilities Services Vistisen-Harwood provided the Operations Update for February 2024.

Trustees had questions of clarification.

F.2. Victoria High School Seismic Project Update

Director of Facilities Services Vistisen-Harwood provided the Victoria High School Seismic Project Update for February 2024.

Trustees had questions of clarification.

F.3. Cedar Hill Middle School Seismic Project Update

Director of Facilities Services Vistisen-Harwood provided the Cedar Hill Middle School Seismic Project Update for February 2024.

Trustees had questions of clarification.

G. PUBLIC DISCLOSURE OF IN-CAMERA ITEMS

None.

H. NEW BUSINESS

None.

I. NOTICE OF MOTION

None.

J. GENERAL ANNOUNCEMENTS

None.

K. ADJOURNMENT

Moved by Trustee Duncan

That the meeting adjourn.

Motion Carried Unanimously

The meeting adjourned at 9:19 p.m.

Office of the Secretary-Treasurer

Katrina Stride – Secretary-Treasurer

TO: Operations Policy and Planning Committee

FROM: Katrina Stride, Secretary-Treasurer on behalf of the Audit Sub-Committee

DATE: February 12, 2024

RE: **Audit Sub-Committee Report – February 5, 2024 Meeting**

Background:

The Audit Sub-Committee held a meeting on February 5, 2024. New business included discussion of the December 2023 Quarterly Financial Report.

There is one recommendation to the Board from the Audit Sub-Committee.

Recommendation:

December 2023 Quarterly Financial Report

Julie Lutner, Associate Secretary-Treasurer, provided highlights of the quarterly financial report for the period ending December 31, 2023. Trustees recommended that the Board accept the December 2023 Quarterly Financial Report through the Audit Sub-Committee Report.

| |
|---|
| That the Board of Education of School District No. 61 (Greater Victoria) accept the December 2023 Quarterly Financial Report as presented to the Audit Sub-Committee. |
|---|

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 Secretary-Treasurer

Katrina Stride – Secretary-Treasurer

TO: Audit Sub-Committee

FROM: Katrina Stride, Secretary-Treasurer

DATE: February 5, 2024

RE: **December 31, 2023 Quarterly Financial Report**

Background

The format of the Quarterly Financial Report is consistent with Schedule 2A “*Schedule of Operating Revenue By Source*” and Schedule 2B “*Schedule of Operating Expense by Object*” of the School District’s financial statements. The budget reflected in the financial statements is the Annual Operating Budget approved by the Board in April 2023.

The December 2023 Quarterly Financial Report uses the Annual Operating Budget which is based on estimated revenue and expenses for the year. It does not include budget related to approved surplus carry-forwards from prior years or budget adjustments made subsequent to the approval of the Annual Operating Budget. In comparison, the budget used in the Monthly Financial Report and the Monthly Budget Change Report includes budget related to approved surplus carry-forwards from prior years and budget adjustments made subsequent to the approval of the Annual Operating Budget.

The December 2023 Quarterly Financial Report shows the year-to-date actual revenue and expenditures as a percentage of the Annual Operating Budget. Actual expenditures reflect all costs for the year including those related to approved surplus carryforwards from prior years. Prior year information has been included for comparative purposes.

The March 2024 Quarterly Financial Report will be updated to include the Amended Annual Operating Budget which will be approved by the Board in February 2024. The Amended Annual Operating Budget will be based on revenue and expenses calculated on actual September 30, 2023 enrolment counts, grants confirmed subsequent to the approval of the Annual Operating Budget, and budget related to approved surplus carryforwards from prior years. It will not include budget adjustments made subsequent to the approval of the Amended Annual Operating Budget.

Revenue

Ministry of Education and Child Care Operating Grant as a percentage of the related budget is 40.67%, as compared to 40.69% in the prior year. Operating grant revenue is recognized as it is received.

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.

Other Ministry of Education and Child Care Grants as a percentage of the related budget is 12.68% compared to 12.64% in the prior year. The amount of revenue recognized in each quarter is affected by the receipt of new grants, as well as the timing of grant payments. In the current year, Other Ministry of Education and Child Care Grants received includes Pay Equity, Student Transportation, and a Premier's Award for Excellence in Education.

Revenue from Other Provincial Ministries in the current year is related to the After School Sport and Arts Initiative (ASSAI) grants from the Ministry of Tourism, Arts, Culture and Sport and SkilledTradesBC funding. Actual revenues received as a percentage of the Annual Operating Budget is lower in the current year as SkilledTradesBC is now reported under this line item, whereas historically it was included in Miscellaneous Revenue.

Offshore Tuition Fees are fees received for the International Education (IE) Program. All Offshore Tuition Fees related to the current school year that were collected and deferred in the previous school year have been brought into revenue as of July 1, 2023. Offshore Tuition Fees as a percentage of the related budget are 99.80% compared to 90.44% in the prior year. Offshore Tuition Fees in the current year are higher due to increased student registration relative to the budget. An adjustment will be made in the 2023/2024 Amended Annual Operating Budget to reflect this increase. In the prior year, registration relative to the budget was lower due to a decrease in international student registration.

Local Education Agreement (LEA) Tuition is revenue received from Songhees Nation for eligible Nation students on the Nominal Roll attending schools operated by the Board. The Nation receives the Tuition Funding from Indigenous Services Canada. This revenue is based on actual Nominal Roll enrolment and the equivalent amount is deducted from the Ministry of Education and Child Care Operating Grant.

Continuing Education and Distributed Learning Fees consist of registration and course fees for Continuing Education and The Link (Distributed Learning). These Fees as a percentage of the related budget are 14.30% compared to 122.41% in the prior year. The budget in the current year was increased by \$7K to more closely reflect anticipated results. Historically, most of these fees are collected in the latter half of the year.

Rentals and Leases revenue as a percentage of the related budget is 46.90% compared to 44.77% in the prior year. Actual Rentals and Leases revenue is higher than the prior year, and the budget in the current year reflects the increase.

Investment Income as a percentage of the related budget is 70.05% as compared to 190.29% in the prior year. The current year budget more accurately reflects the projected interest income. The prior year interest income budget was based on the Ministry's Central Deposit Program interest rate of 0.95%, which was the rate at the time the budget was prepared. By December 2022, the rate had increased to 4.95% which is why the interest income earned was 190.29% of the budget.

Miscellaneous Revenue includes other grants, fees, commissions and rebates, and general donations. The amount and timing of this revenue varies each year. Revenue in the current year is lower than the prior year due to donations received last year in support of the Elementary Strings Program (\$213K) and unspent remedy funding returned by the GVTA for teacher staffing (\$390K), partially offset by increased crossing guard revenue and International Education fees received by December 2023.

Total Operating Revenue is 46.80% of the related budget as compared to 44.06% in the prior year.

Expenditure by Object

Teacher, Educational Assistants and Substitute Salaries to date are 40.51% of the combined related budgets as compared to 41.52% in the prior year. As these positions start in September and are paid over 10 months, it is expected that approximately 4/10th (40%) of the salaries would be incurred to date. Educational Assistants

Salaries as a percentage of the related budget is 36.72% in the current year compared to 40.29% in the prior year as recruitment of Educational Assistants continues to be a challenge.

Principals and Vice Principals, Support Staff and Other Professionals salaries are 48.60% of the combined related budgets as compared to 49.91% in the prior year. These positions are generally paid over 12 months; therefore, it is expected that salaries to date would approximate 50% of the related budgets. However, Principals and Vice Principals and Exempt salaries are higher than this as the Labour Settlement Funding for Management Salary Increases was not received until after preparation of the Annual Operating Budget. This will be adjusted in the 2023/2024 Amended Annual Budget.

Employee Benefits are at 39.86% of the related budget compared to 40.59% in the prior year. Employee benefits are higher in the current year as they are tied to the higher salaries expenditure.

Total Salaries and Benefits are 41.83% of the related budget as compared to 42.92% in the prior year.

Services are at 69.63% of the related budget as compared to 59.60% in the prior year. Actual expenditures are higher in the current year as a result of timing differences in the execution of service contracts.

Student Transportation as a percentage of the related budget is at 40.49% as compared to 23.75% in the prior year. The expenses in the current year are higher due to a timing difference in the payment of the November Inclusive Education bussing invoice. The invoice was paid in December in the current year and January in the prior year. Additionally, student transportation in the International Education department was higher than the prior year as enrolment in the Student and Mobility Exchange program increased.

Professional Development and Travel is at 45.91% of the related budget as compared to 50.51% in the prior year. Professional Development and Travel expenses in the current year are \$135K lower than the prior year. Most of the decrease can be attributed to travel to New Zealand by the Indigenous Education Department and a literacy summer institute for teachers organized by the District Team in the prior year. Additionally, in the current year the Board reallocated \$25K in GVTA professional development from the Curriculum and Learning Support Fund to the Indigenous-focused grad requirement.

Rentals and Leases expenditures are at 9.44% of the related budget as compared to 50.15% in the prior year. The budget for Rentals and Leases reflects the expected cost of the operating leases on fleet vehicles for Facilities Services. In the 2023/2024 Annual Operating Budget, Facilities found \$791K in one-time savings, which included a reduction of lease costs. The reduction was applied against Services and Supplies when preparing the budget. This will be adjusted in the 2023/2024 Amended Annual Operating Budget.

Dues and Fees are at 195.41% of the related budget as compared to 82.04% in the prior year. In April 2023, the Board passed a motion to end its membership with the British Columbia School Trustees Association (BCSTA) for the 2023/2024 school year. This resulted in a reduction of \$62K in the 2023/2024 Annual Operating Budget. However, the motion was later rescinded after the approval of the budget. This will be adjusted in the 2023/2024 Amended Annual Operating Budget.

Insurance is at 110.67% of the related budget as compared to 108.61% in the prior year. Insurance expense is higher in the current year due to an increase in the annual cost of insurance through the School Protection Program.

Supplies are at 45.01% of the related budget as compared to 50.72% in the prior year. Current year expenditures are up by 5.61% compared to the prior year with no significant variances to note.

Utilities are at 36.25% of the related budget as compared to 31.21% in the prior year. In the prior year, utilities costs were lower as there was exceptionally mild weather in the Summer and Fall. Additionally, there was a water leak at Lansdowne in the current year. Facilities is investigating this and has been having conversations with the Municipality of Saanich regarding the large bill.

Capital Asset Purchases are expenditures from the operating fund that will be transferred to the capital fund to be amortized over their useful lives. Capital asset purchases in the current year include theatre equipment; computer technology and multi-function devices; network infrastructure; furniture; Vic West and Tillicum portables; and vehicles and equipment for Facilities Services.

Total Services and Supplies are 56.89% of the related budget as compared to 55.34% in the prior year.

Total Operating Expenditures are 43.09% of the related budget as compared to 43.99% in the prior year.

Overall, the year-to-date results are slightly lower when compared to the prior year.

SCHOOL DISTRICT NO. 61 (GREATER VICTORIA)
QUARTERLY FINANCIAL REPORT
DECEMBER 31, 2023
ACTUAL AS A PERCENTAGE OF THE ANNUAL OPERATING BUDGET

| | 2023/2024 Annual Operating Budget | Actual December 31, 2023 | Percentage of Annual Operating Budget | 2022/2023 Annual Operating Budget | Actual December 31, 2022 | Percentage of Annual Operating Budget |
|---|--|---|--|--|---|--|
| REVENUE | | | | | | |
| Ministry of Education Operating Grant | 214,200,316 | 87,117,982 | 40.67% | 193,593,863 | 78,779,453 | 40.69% |
| Other Ministry of Education Grants | 3,192,995 | 404,937 | 12.68% | 3,201,748 | 404,844 | 12.64% |
| Other Provincial Ministries | 274,039 | 157,897 | 57.62% | 112,750 | 83,852 | 74.37% |
| Offshore Tuition Fees | 15,670,739 | 15,638,983 | 99.80% | 15,104,719 | 13,660,177 | 90.44% |
| Local Education Agreement Tuition | 757,317 | 348,981 | 46.08% | 989,902 | 410,014 | 41.42% |
| Continuing Education Fees | 10,000 | 1,430 | 14.30% | 2,900 | 3,550 | 122.41% |
| Rentals and Leases | 3,007,985 | 1,410,886 | 46.90% | 2,696,572 | 1,207,158 | 44.77% |
| Investment Income | 1,465,200 | 1,026,333 | 70.05% | 368,760 | 701,713 | 190.29% |
| Miscellaneous Revenue | 1,059,845 | 1,243,001 | 117.28% | 1,249,559 | 1,517,166 | 121.42% |
| Budgeted Prior Year Operating Surplus | | | | | | |
| Appropriation | 4,342,059 | 6,841,658 | | 2,300,000 | | |
| Total Operating Revenue | 243,980,495 | 114,192,089 | 46.80% | 219,620,773 | 96,767,928 | 44.06% |
| EXPENDITURE BY OBJECT | | | | | | |
| Teachers Salaries | 107,167,700 | 43,180,242 | 40.29% | 96,707,978 | 39,425,624 | 40.77% |
| Principals and Vice Principals Salaries | 13,862,405 | 7,194,510 | 51.90% | 13,921,381 | 6,903,585 | 49.59% |
| Educational Assistants Salaries | 22,947,651 | 8,425,247 | 36.72% | 19,746,848 | 7,955,286 | 40.29% |
| Support Staff Salaries | 21,046,809 | 9,599,606 | 45.61% | 18,979,392 | 9,217,133 | 48.56% |
| Other Professionals Salaries | 4,956,475 | 2,581,660 | 52.09% | 4,830,042 | 2,711,619 | 56.14% |
| Substitutes Salaries | 10,398,295 | 5,312,341 | 51.09% | 8,675,067 | 4,577,281 | 52.76% |
| Employee Benefits | 43,076,847 | 17,171,768 | 39.86% | 37,928,774 | 15,393,466 | 40.59% |
| Total Salaries and Benefits | 223,456,182 | 93,465,374 | 41.83% | 200,789,482 | 86,183,994 | 42.92% |
| Services | 6,440,743 | 4,484,566 | 69.63% | 7,106,116 | 4,235,108 | 59.60% |
| Student Transportation | 932,286 | 377,525 | 40.49% | 901,500 | 214,141 | 23.75% |
| Professional Development and Travel | 676,572 | 310,628 | 45.91% | 881,322 | 445,153 | 50.51% |
| Rentals and Leases | 109,851 | 10,370 | 9.44% | 109,851 | 55,092 | 50.15% |
| Dues and Fees | 49,700 | 97,118 | 195.41% | 109,831 | 90,104 | 82.04% |
| Insurance | 479,973 | 531,170 | 110.67% | 427,403 | 464,193 | 108.61% |
| Supplies | 5,374,738 | 2,419,115 | 45.01% | 5,285,907 | 2,681,230 | 50.72% |
| Utilities | 4,442,200 | 1,610,244 | 36.25% | 4,009,361 | 1,251,350 | 31.21% |
| Capital Asset Purchases | 2,018,250 | 1,835,433 | 90.94% | - | 985,027 | 0.00% |
| Total Services and Supplies | 20,524,313 | 11,676,169 | 56.89% | 18,831,291 | 10,421,398 | 55.34% |
| Total Operating Expenditure | 243,980,495 | 105,141,543 | 43.09% | 219,620,773 | 96,605,392 | 43.99% |

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

Katrina Stride – Secretary-Treasurer

TO: The Board of Education
FROM: Katrina Stride, Secretary-Treasurer
DATE: February 26, 2024
RE: **Budget Working Groups**

Budget Working Group Meetings

The following Budget Working Group meetings were held:

Budget Working Group Meeting #4 – February 8, 2024

- Held in-person at Tolmie
- Additional information packages provided on February 6, 2024
- Small group discussion specific to working groups
 - Department: Inclusive Learning with Sean McCartney

Budget Working Group Meeting #5 – February 13, 2024

- Held in-person at Tolmie
- Additional information package provided on February 9, 2024
- Small group discussion specific to working groups
 - Department: Multi-Language Learners with David Hovis

Special Public Budget Board Meeting

Recommendations from each of the Budget Working Groups will be provided to the Board at a Special Public Budget Meeting held via Zoom on Thursday, February 29, 2024.

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: The Board of Education
FROM: Deb Whitten, Superintendent of Schools
RE: Superintendent's Report
DATE: February 26, 2024

Please see below the opportunities the Superintendent has been involved with during the month of February aligned to the Strategic Plan:

Update:

Cellphone Restriction in School – On [January 26, 2024, Premier David Eby](#) announced that the Province is moving forward on three important actions to keep students safe from online threats, restrict cellphones in school and hold media companies accountable. The Greater Victoria School District will liaise with its Rightsholders, Stakeholders and Partners over the coming months to develop policy/procedures to have in place by the start of the 2024-25 school year.

Goal 1: Create an inclusive and culturally responsive learning environment that will support and improve all learners' personal and academic success.

- Partner Meetings with Ministry of Education and Child Care – February 8-9, 2024
- Monthly Meeting of the Representative Advisory Council of Students – February 12, 2024
- Tolmie Staff Meeting – February 14, 2024
- District Leadership Team Meeting – February 20, 2024
- Accessibility Advisory Group Meeting – February 21, 2024
- All Superintendents' Zoom Meeting – February 26, 2024
- Meetings with Director of International Student Program – February 5, 7 & 20, 2024
- PVP District Leadership Development Program – February 22, 2024
- PVP Elementary Emergent Meeting – February 28, 2024

Goal 2: Create a culturally responsive learning environment that will support Indigenous learners' personal and academic success.

- Regular individual meetings with Esquimalt Nation; Métis Nation of Greater Victoria; and Urban Peoples' House Indigenous Advisory
- Meet bi-weekly with the Director of Indigenous Education

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Goal 3: Create an inclusive and culturally responsive learning environment that will support learners' physical and mental well-being.

- Monthly Meeting with the Board Chair and Vice-Chair – February 14, 2024
- Meeting with District Principal of Inclusive Learning – February 21, 2024
- Meeting with members of Oak Bay, Saanich, Victoria-Esquimalt Police Boards and View Royal RCMP – February 28, 2024

Gratitude: The Superintendent would like to thank the following:

- Greater Victoria Teachers' Association for hosting Tapestry on February 16, 2024.
- Craigflower, Quadra and Tillicum Elementary and Lansdowne Middle Schools for welcoming the Superintendent during her school visits.

Recommended Motion:

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

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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

Katrina Stride – Secretary-Treasurer

TO: The Board of Education

FROM: Katrina Stride, Secretary-Treasurer

DATE: February 26, 2024

RE: **Monthly Report**

Purpose

The purpose of this report is to update the Board on some of the activities of the Secretary-Treasurer since January 30, 2024.

Activities

- Secretary-Treasurer and Partner Liaison meetings in Richmond
- 2024-2025 Annual Budget meetings and events
 - Budget Working Group meeting
- Policy Sub-Committee meeting
- Audit Sub-Committee meeting
- Tolmie Staff meeting
- Meeting with Ministry of Education and Child Care – Funding and Financial Accountability
- Meetings with community partners
- Meetings with municipalities
- Meetings with legal counsel
- Daily and weekly Senior Leadership Team meetings
- Weekly Chair Superintendent agenda setting meetings
- Weekly Superintendent meetings
- Weekly Budget meetings
- Bi-weekly meetings with Board Chair
- Bi-weekly Vic High construction project meetings with Facilities and School Principal
- Bi-weekly Facilities and Superintendent meetings
- Monthly Standing Committee and Board meetings
- Monthly meeting with Board Chair, Vice Chair and Superintendent
- Monthly Child Care meeting
- Monthly District Leadership Team meeting
- Annual meeting with Vancouver Island school districts

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Office of the Secretary-Treasurer

Katrina Stride – Secretary-Treasurer

TO: The Board of Education
FROM: Katrina Stride, Secretary-Treasurer
DATE: February 26, 2024
RE: **2023-2024 Amended Annual Budget**

In April 2023, the Board approved the 2023-2024 Annual Budget Bylaw, which was based on estimated revenue and expenses for the fiscal year. Annually, the Minister of Education also requires school boards to prepare and approve an Amended Annual Budget.

The Amended Annual Budget takes into account both the revenues and the expenses arising from the actual September 29, 2023 enrolment counts, all grant amounts confirmed subsequent to the approval of the Annual Budget and amounts carried forward from the previous fiscal year that will be spent in the current year.

The Amended Annual Budget has been prepared based on the Public Sector Accounting Standards which require the budget to include the operating, special purpose and capital funds. Consequently, the budget bylaw amount of \$313,092,218 includes the total budgeted expenses in the operating, special purpose and capital funds.

- 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.
- Statement 2 of the Amended Annual Budget document consolidates the revenue and expense budget amounts for all funds.

BUDGET OVERVIEW

The 2023-2024 school year saw growth in enrolment for the third year since the COVID-19 pandemic. Overall September 2023 enrolment, including regular, alternate, distributed learning, and continuing education, increased by 390.6 FTE compared to September 2022 and 399.8 FTE compared to the preliminary 2023-2024 projections. This has resulted in an increase in the Operating Grant from the Ministry of Education and

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Child Care ("the Ministry"). As a result of increased enrolment, variable operating expenses, such as staffing and supplies, have also increased.

Regular international enrolment is up 42 FTE compared to the preliminary 2023-2024 projections and short-term international enrolment is down 7 students compared to the preliminary 2023-2024 projections, resulting in an overall increase in revenue.

Investment income has increased due to rising interest rates in 2023, partially offset by a decrease in interest rates in March 2024.

The Ministry has provided districts with funding for a Cost-of-Living Allowance (COLA) of 1.25% in the current year for all employee groups, funding for Management salary increases and Teacher and Support Staff benefits. These increases were announced subsequent to the preparation of the 2023-2024 Annual Budget and were funded through a Labour Settlement Funding grant totalling \$3.8 million. The cost of the wage and collective agreement contract increases have been covered by this grant.

Other new sources of revenue confirmed since the 2023-2024 Annual Budget was prepared include three Special Purpose Grants: Classroom Enhancement Fund – Remedies, First Nation Student Transportation and Health Career Dual Credit Expansion Project.

OPERATING FUND

Schedule 2 Amended Annual Budget – Operating Revenue and Expense

| | 2023-2024 | | 2023-2024 | |
|---|-----------------------|----|---------------|---------------------|
| | Amended Annual Budget | | Annual Budget | Increase (Decrease) |
| Revenues | \$ 252,488,167 | \$ | 239,638,436 | \$ 12,849,731 |
| Expenses | 251,646,504 | | 241,962,245 | 9,684,259 |
| Net Revenue (Expense) | 841,663 | | (2,323,809) | 3,165,472 |
| Budgeted Prior Year Surplus Appropriation | 1,694,479 | | 4,342,059 | (2,647,580) |
| Net Transfers to other funds | (2,536,142) | | (2,018,250) | (517,892) |
| Budgeted Surplus (Deficit), for the year | \$ - | \$ | - | \$ - |

Operating Fund revenue and expenses are reported on Schedules 2, 2A, 2B and 2C. Budgeted revenues in the Operating Fund have increased by \$12.85 million and budgeted expenses have increased by \$9.68 million. Budgeted Prior Year Surplus Appropriation has decreased by \$2.6 million. Net transfers to other funds totalling \$2.5 million are capital expenditures incurred in the Operating Fund which are transferred to the Capital Fund.

Budgeted Accumulated Surplus

| | June 30, 2024 (Projected) | June 30, 2023 (Actual) | Increase (Decrease) |
|---|------------------------------|---------------------------|------------------------|
| Project Budgets | \$ 1,282,474 | \$ 2,261,658 | \$ (979,184) |
| School Level Funds | 1,000,000 | 997,230 | 2,770 |
| Purchase Order Commitments | 400,000 | 826,655 | (426,655) |
| Planned Surplus to Balance Budget | 1,847,592 | 2,139,002 | (291,410) |
| Unrestricted Operating Surplus - Contingency | 617,113 | 617,113 | - |
| Accumulated Surplus (Deficit), end of year | \$ 5,147,179 | \$ 6,841,658 | \$ (1,694,479) |

| | | |
|--|----------------|----------------|
| Total Prior Year Operating Expense | \$ 229,605,908 | \$ 222,106,412 |
| Unrestricted Surplus as a % of previous year's operating expense | 0.27% | 0.28% |

The projected Accumulated Surplus at June 30, 2024 has decreased by \$1.7 million compared to the actual accumulated surplus at June 30, 2023, reflecting spending patterns by departments and schools and using current year funds for current year students.

- A \$1.0 million reduction in Project Budgets as follows:
 - \$0.29 million reduction in school funded projects as these projects will be completed by June 30, 2024
 - \$0.43 million reduction in Indigenous Education funds as the majority of carry forward funds will be spent by June 30, 2024
 - \$0.11 million was restricted at June 30, 2023 to cover the 2023-2024 budget reductions that needed to be reinstated
- A \$0.4 million reduction in Purchase Order Commitments. As of June 30, 2023, there were \$0.5 million in computer and network infrastructure purchase order commitments. It is expected that there will be fewer outstanding purchase orders at June 30, 2024.
- A \$0.3 million reduction in the Planned Surplus to Balance the Budget as there is not as many projected unrestricted savings in the current year.

As per District Policy 3170 - Operating Surplus, the unrestricted operating surplus should be maintained at between 2% and 4% of the previous year's operating expense; this amounts to between \$4.59 million and \$9.18 million. The current balance of \$0.6 million equates to 0.27% of the previous year's operating expense. There are many unpredictable events that can happen during the year, including unexpected increases in expenses and/or decreases in revenues, emergent operating issues, unrealized enrolment projections and unexpected grievances/arbitrations. A reasonable contingency should be maintained to support effective planning, mitigate financial risk and support consistent service to all students in the District.

The projected surplus at June 30, 2024 is \$1.85 million and is made up of the following:

| | Increase (Decrease) |
|--|--------------------------------|
| Ministry Operating Grant Increase | \$ 6,844,423 |
| Operating Grant related to Programs (ELL, IED, Inclusive Learning) | (2,923,245) |
| International Enrolment and Other Revenue Net Profit to District | 1,012,643 |
| TTOC Budget Adjustment | (2,274,300) |
| Ministry Labour Settlement Funding Shortfall | (412,668) |
| Portable Costs (Vic West, Tillicum & Sundance-Bank) | (328,979) |
| Service Fee Increases (Legal, Insurance etc.) | (304,262) |
| Staffing & Supply Adjustments due to Increased Enrolment | (604,062) |
| Ministry Approved Request to Move 5.271 Teacher FTE to CEF | 537,410 |
| Investment Income Increase | 676,251 |
| Custodial Supplies Increase due to Cost Escalations in Paper and Chemicals | (100,000) |
| Planned Remaining Unrestricted Budgets in Departments | 405,776 |
| Utilities Increase | (148,600) |
| Support Staff Benefits Adjustment (rolled into Labour Settlement Funds) | (204,814) |
| Continuing Education & Distributed Learning Supplements | (245,251) |
| Miscellaneous Budget Adjustments | (82,730) |
| Projected Surplus at June 30, 2024 | \$ 1,847,592 |

Schedule 2A Amended Annual Budget – Schedule of Operating Revenue by Source

| | 2023-2024 Amended Annual Budget | 2023-2024 Annual Budget | Increase (Decrease) |
|---|---------------------------------------|----------------------------|------------------------|
| Operating Grant, Ministry of Education and Child Care | \$ 221,802,056 | \$ 214,957,633 | \$ 6,844,423 |
| LEA Recovery | (925,099) | (757,317) | (167,782) |
| Other Ministry of Education Grants | 6,738,407 | 3,192,995 | 3,545,412 |
| Provincial Grants - Other | 289,983 | 274,039 | 15,944 |
| Tuition | 16,386,862 | 15,680,739 | 706,123 |
| Other Revenues | 3,104,929 | 1,817,162 | 1,287,767 |
| Rentals and Leases | 2,949,578 | 3,007,985 | (58,407) |
| Investment Income | 2,141,451 | 1,465,200 | 676,251 |
| Total Operating Revenue | \$ 252,488,167 | \$ 239,638,436 | \$ 12,849,731 |

Operating Grant, Ministry of Education and Child Care

The Operating Grant has increased by \$6.8 million from the 2023-2024 Annual Budget due to the following factors:

- 1) September school-aged enrolment has increased by 396.4 FTE, resulting in an increase of \$3.37 million.
- 2) Funding for unique student needs has increased by \$2.99 million including an increase in English Language Learning by \$0.31 million and an increase in Inclusive Education by \$2.57 million.
- 3) The Supplement for Salary Differential has increased by \$0.50 million due to the District having a higher average teacher salary than the Provincial average relative to the prior year.

Other Ministry of Education and Child Care Grants

Other Ministry of Education and Child Care Grants have increased by \$3.35 million, as a result of Labour Settlement Funding received to fund the Cost-of-Living Adjustment (COLA) of 1.25% for all employee groups, salary increases for management, and teacher and support staff benefit enhancements.

Provincial Grants – Other

Revenue from Other Provincial Ministries in the current year is related to the After School Sport and Arts Initiative (ASSAI) grants from the Ministry of Tourism, Arts, Culture and Sport and SkilledTradesBC Funding.

Tuition

International Education has increased by \$0.70 million. Regular enrolment has increased by 42.2 FTE compared to the preliminary 2023-2024 projections and short-term enrolment is down 7 students compared to the preliminary 2023-2024 projections.

Other Revenues

Other Revenues include other grants, fees, commissions and rebates, and general donations. These revenues have increased by \$0.99 million as International Education Miscellaneous Fees, including Homestay Placement and Monitoring Fees and Activity Fees, increased by \$0.82 million.

Investment Income

Investment Income has increased by \$0.68 million because of higher interest rates. Interest rates applied to funds held in the Ministry's Central Deposit Program was 5.20% at the time the preliminary budget was prepared. However, the rate increased to 5.45% in June 2023 and 5.70% in July 2023. The interest rate will decrease to 5.20% in March 2024 and the projected interest to June 30, 2024 has been calculated assuming that the rate will hold to year end.

Schedule 2B Amended Annual Budget – Schedule of Operating Expense by Object

| | 2023-2024 Amended Annual Budget | 2023-2024 Annual Budget | Increase (Decrease) \$ | Increase (Decrease) % |
|-------------------------------------|---------------------------------------|----------------------------|------------------------------|-----------------------------|
| Salaries | | | | |
| Teachers | \$ 108,243,395 | \$ 107,167,700 | \$ 1,075,695 | 1.0% |
| Principals and Vice Principals | 14,358,666 | 13,862,405 | 496,261 | 3.6% |
| Educational Assistants | 23,465,610 | 22,947,651 | 517,959 | 2.3% |
| Support Staff | 21,236,804 | 21,046,809 | 189,995 | 0.9% |
| Other Professionals | 5,335,183 | 4,956,475 | 378,708 | 7.6% |
| Substitutes | 12,797,308 | 10,398,295 | 2,399,013 | 23.1% |
| Total Salaries | 185,436,966 | 180,379,335 | 5,057,631 | 2.8% |
| Employee Benefits | 44,421,513 | 43,076,847 | 1,344,666 | 3.1% |
| Services and Supplies | | | | |
| Services | 8,135,831 | 6,440,743 | 1,695,088 | 26.3% |
| Student Transportation | 1,084,857 | 932,286 | 152,571 | 16.4% |
| Professional Development and Travel | 782,874 | 676,572 | 106,302 | 15.7% |
| Rentals and Leases | 21,851 | 109,851 | (88,000) | -80.1% |
| Dues and Fees | 117,401 | 49,700 | 67,701 | 136.2% |
| Insurance | 535,970 | 479,973 | 55,997 | 11.7% |
| Supplies | 6,515,841 | 5,374,738 | 1,141,103 | 21.2% |
| Utilities | 4,593,400 | 4,442,200 | 151,200 | 3.4% |
| Total Services and Supplies | 21,788,025 | 18,506,063 | 3,281,962 | 17.7% |
| Total Operating Expense | \$ 251,646,504 | \$ 241,962,245 | \$ 9,684,259 | 4.0% |

Salaries

Teacher salaries increased by \$1.01 million (1%) due to increased enrolment and a Labour Settlement Funding shortfall of \$0.41 million. The Ministry had included the Classroom Enhancement Fund (CEF) Labour Settlement Funding (LSF) with the Operating LSF when the preliminary budget was announced, but districts were unaware. Therefore, districts included the LSF related to the CEF as revenue in the Operating Fund. When the September 30th Operating Grant was announced, the tables reflected the shift from the Operating Fund to CEF, but no further funding was provided by the Ministry.

Principals and Vice-Principals salaries increased by \$0.50 million (3.6%) as the Labour Settlement Funding for Management salary increases was not received until after preparation of the 2023-2024 Annual Budget.

Educational Assistants salaries increased by \$0.52 million (2.3%) as a result of increased Inclusive Learning enrolment funding.

Support Staff salaries increased by \$0.20 million (0.9%) as schools received additional Clerical staffing allocations due to increased enrolment.

Other Professional Salaries increased by \$0.38 million (7.6%) as the Labour Settlement Funding for Management salary increases was not received until after preparation of the 2023-2024 Annual Budget.

Substitutes salaries increased by \$2.40 million (23.1%) due to an increase in the average number of daily absences per teacher.

Employee Benefits

Employee benefits increased by \$1.34 million (3.1%) due to wage sensitive benefits being calculated on the increase in overall salaries.

Services and Supplies

Services have increased by \$1.70 million (26.3%) as sufficient budget was not provided for International Education agent fees in the 2023-2024 Annual Budget as the department expenditures were reduced by \$0.52 million during budget deliberations. Until the department had a chance to perform a review of expenditures to identify specific reductions, the total reduction was applied against agent fees. Additionally, Payroc fees related to School Cash Online increased by \$0.08 million, legal fees increased by \$0.18 million, and contracted services related to school funded projects increased by \$0.17 million. There was also the reallocation of department and school-based budgets to reflect current year spending plans, and schools and departments spending budget carry forwards.

Student Transportation increased by \$0.15 million (16.4%) as enrolment in the Student and Mobility Exchange program in International Education increased and additional BC Transit bus passes were issued as a result of increased enrolment.

Professional development and travel expenses have increased by \$0.11 million (15.7%) as a result of the reallocation of department and school-based budgets to reflect current year spending plans, and schools and departments spending budget carry forwards.

Rentals and Leases decreased by \$0.09 million (80.1%). The budget for Rentals and Leases reflects the expected cost of the operating leases on fleet vehicles for Facilities Services. In the 2023-2024 Annual Budget, Facilities Services found \$791K in one-time savings, which included a reduction of vehicle lease costs. The reduction was applied against Services and Supplies when preparing the 2023-2024 Annual Budget and has now been adjusted in the 2023-2024 Amended Annual Budget.

Dues and Fees have increased by \$0.07 million (136.2%). In April 2023, the Board passed a motion to end its membership with the British Columbia School Trustees Association (BCSTA) for the 2023-2024 school year. This resulted in a reduction of \$0.06 million in the 2023-2024 Annual Budget. However, the motion was rescinded after the approval of the budget. This has been adjusted in the 2023-2024 Amended Annual Budget.

Insurance expense has increased by \$0.06 million (11.7%) due to an increase in the annual cost of insurance through the School Protection Program.

Supplies have increased by \$1.14 million (21.2%) as a result of departments and schools spending budget carry forwards, additional supply allocations provided to schools and departments as a result of enrolment increases, and an increase in custodial supplies due to cost escalations in chemicals and paper products.

Utilities have increased by \$0.15 million (3.4%) due to a water leak at Lansdowne Middle School.

SPECIAL PURPOSE FUNDS

Schedule 3 Amended Annual Budget – Special Purpose Revenue and Expense Schedule 3A Amended Annual Budget – Changes in Special Purpose Funds

Special purpose funds are reported in Schedules 3 and 3A. Special purpose funds consist of restricted grants and other funding subject to a legislative or contractual restriction on its use. These revenues are deferred until the relevant expenditures are incurred.

| | 2023-2024 | | |
|--|---------------|---------------|--------------|
| | Amended | 2023-2024 | Increase |
| | Annual Budget | Annual Budget | (Decrease) |
| Annual Facility Grant | \$ 831,825 | \$ 830,531 | \$ 1,294 |
| Learning Improvement Fund | 813,644 | 813,644 | - |
| Scholarships and Bursaries | 41,000 | 40,000 | 1,000 |
| Provincial Resource Programs (SET, Ledger, PIOP) | 1,554,210 | 1,554,208 | 2 |
| School Generated Funds | 7,242,935 | 6,711,460 | 531,475 |
| StrongStart | 196,598 | 192,000 | 4,598 |
| Ready, Set, Learn | 115,975 | 88,600 | 27,375 |
| Official Languages in Education Protocol (OLEP) | 575,908 | 445,697 | 130,211 |
| CommunityLINK | 4,383,924 | 4,386,167 | (2,243) |
| Classroom Enhancement Fund | 23,159,637 | 20,591,049 | 2,568,588 |
| First Nation Student Transportation | 130,467 | - | 130,467 |
| Mental Health in Schools | 53,411 | 68,000 | (14,589) |
| Federal Safe Return to Class / Ventilation Fund | 31,534 | - | 31,534 |
| Changing Results for Young Children | 19,942 | 16,250 | 3,692 |
| Early Childhood Education Dual Credit Program | 214,953 | 25,000 | 189,953 |
| Student and Family Affordability Fund | 367,193 | 227,284 | 139,909 |
| SEY2KT (Early Years to Kindergarten) | 34,424 | 49,000 | (14,576) |
| ELC Early Care & Learning | 191,683 | 175,000 | 16,683 |
| Feeding Futures Fund | 2,053,290 | 2,253,290 | (200,000) |
| Estate Trust | 23,000 | 7,000 | 16,000 |
| Health Career Dual Credit Expansion Project | 50,000 | - | 50,000 |
| Special Purpose Revenues | \$ 42,085,553 | \$ 38,474,180 | \$ 3,611,373 |

The following outlines significant changes in budgeted revenues in Special Purpose Funds between the 2023-2024 Amended Annual Budget and the 2023-2024 Annual Budget:

- 1) School Generated Funds increased by \$0.53 million due to an increase in projected interest revenue as a result of increased interest rates and a projected increase in collection of funds due to an increase in school activities.
- 2) Ready, Set, Learn increased by \$0.03 million as the June 30, 2023 carry forward was higher than projected.
- 3) OLEP revenue has increased by \$0.13 million due to a growth initiative grant that was received.
- 4) The Classroom Enhancement Fund increased by \$2.57 million as remedies grants are not confirmed by the Ministry until after September 30. Additionally, the Ministry approved a requested increase of 5.271 FTE due to increasing enrolment.

- 5) The First Nation Student Transportation grant was confirmed subsequent to the preparation of the 2023-2024 Annual Budget.
- 6) The Federal Safe Return to Class / Ventilation Fund is a carry forward of unspent 2022-2023 funds.
- 7) The Early Childhood Education Dual Credit Program funds were received after preparation of the 2023-2024 Annual Budget. A partnership was formed between Camosun College, School District No. 62, No. 63, and No. 64 to assist in the development and administration of an early childhood education dual credit program.
- 8) The Health Career Dual Credit Expansion Project funds were received after preparation of the 2023-2024 Annual Budget. This is an initiative within BC's Health Human Resources Strategy, aimed to create and expand dual credit programs focused on health careers.
- 9) The Student and Family Affordability Fund increased as the June 30, 2023 carry forward was higher than previously projected.
- 10) The Feeding Futures Fund decreased by \$0.2 million as this is the expected June 30, 2024 carry forward.

CAPITAL FUND

The Capital Fund is reported in Schedule 4 and includes capital expenditures related to land, buildings, computer hardware and software, vehicles and equipment that are funded from Ministry of Education capital grants, local capital, operating funds, and special purpose funds.

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 time.

The following outlines the major changes in the Capital Fund in the 2023-2024 Amended Annual Budget compared to the 2023-2024 Annual Budget:

- 1) The Gain (Loss) on Disposal of Tangible Capital Assets of \$3.81 million in the Annual Budget relates to the District's portion of the proceeds on the sale of property located at 1765 Lansdowne Road to the Conseil Scolaire Francophone de la Colombie-Britannique. It is expected that the sale will now occur after June 30, 2024.
- 2) Projected Capital Asset purchases include the following:

| Operating (\$2.5M) | Special Purpose (\$0.3M) | Local Capital (\$0.56M) | Deferred Capital Revenue (\$35.4M) |
|---------------------------|---------------------------------|--------------------------------|---|
| Computer technology | Computer technology | Vic High Seismic | Vic High Seismic |
| Photocopiers | Ventilation Units | | Cedar Hill Seismic |
| Shop Upgrades | Equipment | | Child Care Spaces |
| Technology Infrastructure | Food Infrastructure Equipment | | Various AFG, SEP & CNCP projects |
| Classroom Furniture | | | |
| Facilities Equipment | | | |
| Portables | | | |

AMENDED ANNUAL BUDGET BYLAW

In order to pass the Amended Annual Budget Bylaw at one meeting, the Board must unanimously agree to give the bylaw all three readings in one sitting. The following motions are therefore recommended:

That the Board of Education of School District No. 61 (Greater Victoria) agree to give all three readings of the 2023-2024 Amended Annual Budget Bylaw at the Regular Board meeting on February 26, 2024.

Motion to be Carried Unanimously

That the School District No. 61 (Greater Victoria) 2023-2024 Amended Annual Budget Bylaw in the amount of \$313,092,218 be:

Read a first time the 26th day of February, 2024;

Read a second time the 26th day of February, 2024;

Read a third time, passed and adopted the 26th day of February, 2024;

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

Amended Annual Budget

School District No. 61 (Greater Victoria)

June 30, 2024

School District No. 61 (Greater Victoria)

June 30, 2024

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*NOTE - Statement 1, Statement 3, Statement 5 and Schedules 4A - 4D are used for Financial Statement reporting only.

AMENDED ANNUAL BUDGET BYLAW

A Bylaw of THE BOARD OF EDUCATION OF SCHOOL DISTRICT NO. 61 (GREATER VICTORIA) (called the "Board") to adopt the Amended Annual Budget of the Board for the fiscal year 2023/2024 pursuant to section 113 of the *School Act*, R.S.B.C., 1996, c. 412 as amended from time to time (called the "Act").

1. The Board has complied with the provisions of the *Act*, Ministerial Orders, and Ministry of Education and Child Care Policies respecting the Amended Annual Budget adopted by this bylaw.
2. This bylaw may be cited as School District No. 61 (Greater Victoria) Amended Annual Budget Bylaw for fiscal year 2023/2024.
3. The attached Statement 2 showing the estimated revenue and expense for the 2023/2024 fiscal year and the total budget bylaw amount of \$313,092,218 for the 2023/2024 fiscal year was prepared in accordance with the *Act*.
4. Statement 2, 4 and Schedules 1 to 4 are adopted as the Amended Annual Budget of the Board for the fiscal year 2023/2024.

READ A FIRST TIME THE 26th DAY OF FEBRUARY, 2024;

READ A SECOND TIME THE 26th DAY OF FEBRUARY, 2024;

READ A THIRD TIME, PASSED AND ADOPTED THE 26th DAY OF FEBRUARY, 2024;

(Corporate Seal)

Chairperson of the Board

Secretary Treasurer

I HEREBY CERTIFY this to be a true original of School District No. 61 (Greater Victoria) Amended Annual Budget Bylaw 2023/2024, adopted by the Board the 26th DAY OF FEBRUARY, 2024.

Secretary Treasurer

School District No. 61 (Greater Victoria)

Statement 2

Amended Annual Budget - Revenue and Expense

Year Ended June 30, 2024

| | 2024 Amended Annual Budget | 2024 Annual Budget |
|---|-------------------------------|-----------------------|
| Ministry Operating Grant Funded FTE's | | |
| School-Age | 20,418,566 | 20,038,544 |
| Adult | 39,438 | 20,750 |
| Total Ministry Operating Grant Funded FTE's | 20,458,003 | 20,059,294 |
| Revenues | \$ | \$ |
| Provincial Grants | | |
| Ministry of Education and Child Care | 264,872,588 | 251,588,931 |
| Other | 289,983 | 274,039 |
| Tuition | 16,386,862 | 15,680,739 |
| Other Revenue | 10,081,329 | 8,317,162 |
| Rentals and Leases | 2,949,578 | 3,007,985 |
| Investment Income | 2,528,380 | 1,812,760 |
| Gain (Loss) on Disposal of Tangible Capital Assets | | 3,808,000 |
| Amortization of Deferred Capital Revenue | 9,555,181 | 9,549,670 |
| Total Revenue | 306,663,901 | 294,039,286 |
| Expenses | | |
| Instruction | 256,957,577 | 244,398,802 |
| District Administration | 7,041,816 | 6,648,975 |
| Operations and Maintenance | 44,102,967 | 43,565,556 |
| Transportation and Housing | 1,634,618 | 1,599,033 |
| Total Expense | 309,736,978 | 296,212,366 |
| Net Revenue (Expense) | (3,073,077) | (2,173,080) |
| Budgeted Allocation (Retirement) of Surplus (Deficit) | 1,694,479 | 4,342,059 |
| Budgeted Surplus (Deficit), for the year | (1,378,598) | 2,168,979 |
| Budgeted Surplus (Deficit), for the year comprised of: | | |
| Operating Fund Surplus (Deficit) | | |
| Special Purpose Fund Surplus (Deficit) | | |
| Capital Fund Surplus (Deficit) | (1,378,598) | 2,168,979 |
| Budgeted Surplus (Deficit), for the year | (1,378,598) | 2,168,979 |

School District No. 61 (Greater Victoria)

Statement 2

Amended Annual Budget - Revenue and Expense

Year Ended June 30, 2024

| | 2024 Amended Annual Budget | 2024 Annual Budget |
|---|-------------------------------|-----------------------|
| Budget Bylaw Amount | | |
| Operating - Total Expense | 251,646,504 | 241,962,245 |
| Operating - Tangible Capital Assets Purchased | 2,536,142 | 2,018,250 |
| Special Purpose Funds - Total Expense | 41,824,019 | 38,374,180 |
| Special Purpose Funds - Tangible Capital Assets Purchased | 261,534 | 100,000 |
| Capital Fund - Total Expense | 16,266,455 | 15,875,941 |
| Capital Fund - Tangible Capital Assets Purchased from Local Capital | 557,564 | 2,397,594 |
| Total Budget Bylaw Amount | 313,092,218 | 300,728,210 |

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 4

Amended Annual Budget - Changes in Net Financial Assets (Debt)

Year Ended June 30, 2024

| | 2024 Amended Annual Budget | 2024 Annual Budget |
|---|-------------------------------|-----------------------|
| | \$ | \$ |
| Surplus (Deficit) for the year | (3,073,077) | (2,173,080) |
| Effect of change in Tangible Capital Assets | | |
| Acquisition of Tangible Capital Assets | | |
| From Operating and Special Purpose Funds | (2,797,676) | (2,118,250) |
| From Local Capital | (557,564) | (2,397,594) |
| From Deferred Capital Revenue | (35,379,961) | (44,751,506) |
| Total Acquisition of Tangible Capital Assets | (38,735,201) | (49,267,350) |
| Amortization of Tangible Capital Assets | 13,766,455 | 13,375,941 |
| Total Effect of change in Tangible Capital Assets | (24,968,746) | (35,891,409) |
| | - | - |
| (Increase) Decrease in Net Financial Assets (Debt) | (28,041,823) | (38,064,489) |

School District No. 61 (Greater Victoria)

Schedule 1

Amended Annual Budget - Schedule of Changes in Accumulated Surplus (Deficit) by Fund
Year Ended June 30, 2024

| | Operating Fund | Special Purpose Fund | Capital Fund | 2024 Amended Annual Budget |
|--|-------------------------|-------------------------|--------------------------|-------------------------------|
| | \$ | \$ | \$ | \$ |
| Accumulated Surplus (Deficit), beginning of year | 6,841,658 | | 27,079,903 | 33,921,561 |
| Changes for the year | | | | |
| Net Revenue (Expense) for the year | 841,663 | 261,534 | (4,176,274) | (3,073,077) |
| Interfund Transfers | | | | |
| Tangible Capital Assets Purchased | (2,536,142) | (261,534) | 2,797,676 | - |
| Net Changes for the year | <u>(1,694,479)</u> | <u>-</u> | <u>(1,378,598)</u> | <u>(3,073,077)</u> |
| Budgeted Accumulated Surplus (Deficit), end of year | <u>5,147,179</u> | <u>-</u> | <u>25,701,305</u> | <u>30,848,484</u> |

School District No. 61 (Greater Victoria)

Schedule 2

Amended Annual Budget - Operating Revenue and Expense
Year Ended June 30, 2024

| | 2024 Amended Annual Budget | 2024 Annual Budget |
|--|-------------------------------|-----------------------|
| | \$ | \$ |
| Revenues | | |
| Provincial Grants | | |
| Ministry of Education and Child Care | 227,615,364 | 217,393,311 |
| Other | 289,983 | 274,039 |
| Tuition | 16,386,862 | 15,680,739 |
| Other Revenue | 3,104,929 | 1,817,162 |
| Rentals and Leases | 2,949,578 | 3,007,985 |
| Investment Income | 2,141,451 | 1,465,200 |
| Total Revenue | 252,488,167 | 239,638,436 |
| Expenses | | |
| Instruction | 215,965,383 | 206,855,153 |
| District Administration | 7,041,816 | 6,648,975 |
| Operations and Maintenance | 27,004,687 | 26,859,084 |
| Transportation and Housing | 1,634,618 | 1,599,033 |
| Total Expense | 251,646,504 | 241,962,245 |
| Net Revenue (Expense) | 841,663 | (2,323,809) |
| Budgeted Prior Year Surplus Appropriation | 1,694,479 | 4,342,059 |
| Net Transfers (to) from other funds | | |
| Tangible Capital Assets Purchased | (2,536,142) | (2,018,250) |
| Total Net Transfers | (2,536,142) | (2,018,250) |
| Budgeted Surplus (Deficit), for the year | - | - |

School District No. 61 (Greater Victoria)

Schedule 2A

Amended Annual Budget - Schedule of Operating Revenue by Source
Year Ended June 30, 2024

| | 2024 Amended Annual Budget | 2024 Annual Budget |
|---|-------------------------------|-----------------------|
| | \$ | \$ |
| Provincial Grants - Ministry of Education and Child Care | | |
| Operating Grant, Ministry of Education and Child Care | 221,802,056 | 214,957,633 |
| ISC/LEA Recovery | (925,099) | (757,317) |
| Other Ministry of Education and Child Care Grants | | |
| Pay Equity | 2,896,617 | 2,896,617 |
| Funding for Graduated Adults | 40,946 | 52,297 |
| Student Transportation Fund | 20,027 | 20,027 |
| Support Staff Benefits Grant | - | 204,814 |
| FSA Scorer Grant | 19,240 | 19,240 |
| Labour Settlement Funding | 3,758,577 | - |
| Premier's Award for Excellence | 3,000 | - |
| Total Provincial Grants - Ministry of Education and Child Care | 227,615,364 | 217,393,311 |
| Provincial Grants - Other | 289,983 | 274,039 |
| Tuition | | |
| Continuing Education | 3,500 | 5,000 |
| International and Out of Province Students | 16,378,362 | 15,670,739 |
| Distributed Learning | 5,000 | 5,000 |
| Total Tuition | 16,386,862 | 15,680,739 |
| Other Revenues | | |
| Other School District/Education Authorities | 2,700 | 2,700 |
| Funding from First Nations | 925,099 | 757,317 |
| Miscellaneous | | |
| Cafeteria Revenue | 246,000 | 125,000 |
| International Education Revenues | 1,385,822 | 564,000 |
| ArtStarts Grant | 17,600 | 17,600 |
| Crossing Guard Revenue | 217,011 | 217,011 |
| French Monitors | 30,400 | - |
| Miscellaneous | 249,897 | 133,534 |
| Odyssey Program Grant | 30,400 | - |
| Total Other Revenue | 3,104,929 | 1,817,162 |
| Rentals and Leases | 2,949,578 | 3,007,985 |
| Investment Income | 2,141,451 | 1,465,200 |
| Total Operating Revenue | 252,488,167 | 239,638,436 |

School District No. 61 (Greater Victoria)

Schedule 2B

Amended Annual Budget - Schedule of Operating Expense by Object
Year Ended June 30, 2024

| | 2024 Amended Annual Budget | 2024 Annual Budget |
|-------------------------------------|-------------------------------|-----------------------|
| | \$ | \$ |
| Salaries | | |
| Teachers | 108,243,395 | 107,167,700 |
| Principals and Vice Principals | 14,358,666 | 13,862,405 |
| Educational Assistants | 23,465,610 | 22,947,651 |
| Support Staff | 21,236,804 | 21,046,809 |
| Other Professionals | 5,335,183 | 4,956,475 |
| Substitutes | 12,797,308 | 10,398,295 |
| Total Salaries | 185,436,966 | 180,379,335 |
| Employee Benefits | 44,421,513 | 43,076,847 |
| Total Salaries and Benefits | 229,858,479 | 223,456,182 |
| Services and Supplies | | |
| Services | 8,135,831 | 6,440,743 |
| Student Transportation | 1,084,857 | 932,286 |
| Professional Development and Travel | 782,874 | 676,572 |
| Rentals and Leases | 21,851 | 109,851 |
| Dues and Fees | 117,401 | 49,700 |
| Insurance | 535,970 | 479,973 |
| Supplies | 6,515,841 | 5,374,738 |
| Utilities | 4,593,400 | 4,442,200 |
| Total Services and Supplies | 21,788,025 | 18,506,063 |
| Total Operating Expense | 251,646,504 | 241,962,245 |

School District No. 61 (Greater Victoria)

Schedule 2C

Amended Annual Budget - Operating Expense by Function, Program and Object

Year Ended June 30, 2024

| | Teachers Salaries | Principals and Vice Principals Salaries | Educational Assistants Salaries | Support Staff Salaries | Other Professionals Salaries | Substitutes Salaries | Total Salaries |
|---|----------------------|---|---------------------------------------|------------------------------|------------------------------------|-------------------------|--------------------|
| | \$ | \$ | \$ | \$ | \$ | \$ | \$ |
| 1 Instruction | | | | | | | |
| 1.02 Regular Instruction | 82,104,233 | 4,544,610 | 2,544,858 | 235,625 | 201,886 | 9,872,832 | 99,504,044 |
| 1.03 Career Programs | 794,002 | 140,451 | 376,849 | | | 35,815 | 1,347,117 |
| 1.07 Library Services | 2,606,630 | | | 398,349 | | 98,522 | 3,103,501 |
| 1.08 Counselling | 2,607,119 | | | | | 105,094 | 2,712,213 |
| 1.10 Special Education | 11,679,931 | 432,274 | 19,257,630 | 264,281 | | 1,688,708 | 33,322,824 |
| 1.20 Early Learning and Child Care | | | 90,514 | | | | 90,514 |
| 1.30 English Language Learning | 2,707,269 | 96,261 | 30,103 | 1,568 | | 127,827 | 2,963,028 |
| 1.31 Indigenous Education | 648,411 | 39,417 | 829,041 | 77,447 | 168,642 | 33,713 | 1,796,671 |
| 1.41 School Administration | | 8,776,297 | | 4,803,045 | | 67,354 | 13,646,696 |
| 1.60 Summer School | | | | | | | - |
| 1.61 Continuing Education | 208,279 | 32,087 | | 65,596 | | 8,196 | 314,158 |
| 1.62 International and Out of Province Students | 4,769,619 | | 5,643 | 842,157 | 857,742 | 335,383 | 6,810,544 |
| 1.64 Other | | | 2,338 | | | | 2,338 |
| Total Function 1 | 108,125,493 | 14,061,397 | 23,136,976 | 6,688,068 | 1,228,270 | 12,373,444 | 165,613,648 |
| 4 District Administration | | | | | | | |
| 4.11 Educational Administration | | 184,964 | | 300,966 | 808,836 | 16,404 | 1,311,170 |
| 4.40 School District Governance | | | | | 296,966 | | 296,966 |
| 4.41 Business Administration | 60,241 | 112,305 | | 1,440,423 | 1,653,711 | 30,403 | 3,297,083 |
| Total Function 4 | 60,241 | 297,269 | - | 1,741,389 | 2,759,513 | 46,807 | 4,905,219 |
| 5 Operations and Maintenance | | | | | | | |
| 5.41 Operations and Maintenance Administration | 57,661 | | 57,018 | 342,467 | 1,118,743 | 22,701 | 1,598,590 |
| 5.50 Maintenance Operations | | | | 11,143,501 | 107,719 | 343,391 | 11,594,611 |
| 5.52 Maintenance of Grounds | | | | 1,194,871 | | | 1,194,871 |
| 5.56 Utilities | | | | | | | - |
| Total Function 5 | 57,661 | - | 57,018 | 12,680,839 | 1,226,462 | 366,092 | 14,388,072 |
| 7 Transportation and Housing | | | | | | | |
| 7.41 Transportation and Housing Administration | | | | 17,183 | 120,938 | | 138,121 |
| 7.70 Student Transportation | | | 271,616 | 109,325 | | 10,965 | 391,906 |
| Total Function 7 | - | - | 271,616 | 126,508 | 120,938 | 10,965 | 530,027 |
| 9 Debt Services | | | | | | | |
| Total Function 9 | - | - | - | - | - | - | - |
| Total Functions 1 - 9 | 108,243,395 | 14,358,666 | 23,465,610 | 21,236,804 | 5,335,183 | 12,797,308 | 185,436,966 |

School District No. 61 (Greater Victoria)

Amended Annual Budget - Operating Expense by Function, Program and Object

Year Ended June 30, 2024

| | Total Salaries | Employee Benefits | Total Salaries and Benefits | Services and Supplies | 2024 Amended Annual Budget | 2024 Annual Budget |
|---|---------------------------|------------------------------|--|----------------------------------|---------------------------------------|-------------------------------|
| | \$ | \$ | \$ | \$ | \$ | \$ |
| 1 Instruction | | | | | | |
| 1.02 Regular Instruction | 99,504,044 | 23,999,318 | 123,503,362 | 4,029,233 | 127,532,595 | 124,238,001 |
| 1.03 Career Programs | 1,347,117 | 324,007 | 1,671,124 | 927,421 | 2,598,545 | 2,255,078 |
| 1.07 Library Services | 3,103,501 | 756,824 | 3,860,325 | 93,591 | 3,953,916 | 3,619,191 |
| 1.08 Counselling | 2,712,213 | 659,448 | 3,371,661 | 4,566 | 3,376,227 | 3,378,300 |
| 1.10 Special Education | 33,322,824 | 8,414,375 | 41,737,199 | 800,145 | 42,537,344 | 40,065,533 |
| 1.20 Early Learning and Child Care | 90,514 | 22,447 | 112,961 | | 112,961 | 300,724 |
| 1.30 English Language Learning | 2,963,028 | 708,779 | 3,671,807 | 186,391 | 3,858,198 | 3,799,059 |
| 1.31 Indigenous Education | 1,796,671 | 418,149 | 2,214,820 | 1,250,720 | 3,465,540 | 2,958,189 |
| 1.41 School Administration | 13,646,696 | 3,157,943 | 16,804,639 | 115,219 | 16,919,858 | 15,759,760 |
| 1.60 Summer School | - | | - | | - | - |
| 1.61 Continuing Education | 314,158 | 75,618 | 389,776 | 3,150 | 392,926 | 289,435 |
| 1.62 International and Out of Province Students | 6,810,544 | 1,610,711 | 8,421,255 | 2,683,176 | 11,104,431 | 10,082,133 |
| 1.64 Other | 2,338 | 898 | 3,236 | 109,606 | 112,842 | 109,750 |
| Total Function 1 | 165,613,648 | 40,148,517 | 205,762,165 | 10,203,218 | 215,965,383 | 206,855,153 |
| 4 District Administration | | | | | | |
| 4.11 Educational Administration | 1,311,170 | 272,742 | 1,583,912 | 100,650 | 1,684,562 | 1,556,581 |
| 4.40 School District Governance | 296,966 | 27,748 | 324,714 | 138,357 | 463,071 | 415,833 |
| 4.41 Business Administration | 3,297,083 | 733,164 | 4,030,247 | 863,936 | 4,894,183 | 4,676,561 |
| Total Function 4 | 4,905,219 | 1,033,654 | 5,938,873 | 1,102,943 | 7,041,816 | 6,648,975 |
| 5 Operations and Maintenance | | | | | | |
| 5.41 Operations and Maintenance Administration | 1,598,590 | 335,270 | 1,933,860 | 730,121 | 2,663,981 | 2,372,260 |
| 5.50 Maintenance Operations | 11,594,611 | 2,527,261 | 14,121,872 | 2,941,405 | 17,063,277 | 17,357,995 |
| 5.52 Maintenance of Grounds | 1,194,871 | 253,293 | 1,448,164 | 325,438 | 1,773,602 | 1,773,602 |
| 5.56 Utilities | - | | - | 5,503,827 | 5,503,827 | 5,355,227 |
| Total Function 5 | 14,388,072 | 3,115,824 | 17,503,896 | 9,500,791 | 27,004,687 | 26,859,084 |
| 7 Transportation and Housing | | | | | | |
| 7.41 Transportation and Housing Administration | 138,121 | 27,843 | 165,964 | 5,400 | 171,364 | 166,017 |
| 7.70 Student Transportation | 391,906 | 95,675 | 487,581 | 975,673 | 1,463,254 | 1,433,016 |
| Total Function 7 | 530,027 | 123,518 | 653,545 | 981,073 | 1,634,618 | 1,599,033 |
| 9 Debt Services | | | | | | |
| Total Function 9 | - | - | - | - | - | - |
| Total Functions 1 - 9 | 185,436,966 | 44,421,513 | 229,858,479 | 21,788,025 | 251,646,504 | 241,962,245 |

School District No. 61 (Greater Victoria)

Schedule 3

Amended Annual Budget - Special Purpose Revenue and Expense
Year Ended June 30, 2024

| | 2024 Amended Annual Budget | 2024 Annual Budget |
|---|-------------------------------|-----------------------|
| | \$ | \$ |
| Revenues | | |
| Provincial Grants | | |
| Ministry of Education and Child Care | 34,757,224 | 31,695,620 |
| Other Revenue | 6,976,400 | 6,500,000 |
| Investment Income | 351,929 | 278,560 |
| Total Revenue | 42,085,553 | 38,474,180 |
| Expenses | | |
| Instruction | 40,992,194 | 37,543,649 |
| Operations and Maintenance | 831,825 | 830,531 |
| Total Expense | 41,824,019 | 38,374,180 |
| Net Revenue (Expense) | 261,534 | 100,000 |
| Net Transfers (to) from other funds | | |
| Tangible Capital Assets Purchased | (261,534) | (100,000) |
| Total Net Transfers | (261,534) | (100,000) |
| Budgeted Surplus (Deficit), for the year | - | - |

School District No. 61 (Greater Victoria)

Amended Annual Budget - Changes in Special Purpose Funds

Year Ended June 30, 2024

Schedule 3A

| | Annual Facility Grant | Learning Improvement Fund | Scholarships and Bursaries | Special Education Technology | School Generated Funds | Strong Start | Ready, Set, Learn | OLEP | CommunityLINK |
|---|-----------------------------|---------------------------------|----------------------------------|------------------------------------|------------------------------|-----------------|-------------------------|---------|----------------|
| | \$ | \$ | \$ | \$ | \$ | \$ | | \$ | \$ |
| Deferred Revenue, beginning of year | | | 748,241 | 6,880 | 4,361,036 | 4,598 | 77,375 | 4,261 | 292,061 |
| Add: Restricted Grants | | | | | | | | | |
| Provincial Grants - Ministry of Education and Child Care | 810,431 | 813,644 | | 138,240 | | 192,000 | 68,600 | 571,647 | 4,211,863 |
| Other | | | 20,000 | | 6,907,500 | | | | |
| Investment Income | 21,394 | | 56,866 | | 266,535 | | | | |
| | 831,825 | 813,644 | 76,866 | 138,240 | 7,174,035 | 192,000 | 68,600 | 571,647 | 4,211,863 |
| Less: Allocated to Revenue | 831,825 | 813,644 | 41,000 | 138,240 | 7,242,935 | 196,598 | 115,975 | 575,908 | 4,383,924 |
| Recovered | | | | | | | | | |
| Deferred Revenue, end of year | - | - | 784,107 | 6,880 | 4,292,136 | - | 30,000 | - | 120,000 |
| Revenues | | | | | | | | | |
| Provincial Grants - Ministry of Education and Child Care | 810,431 | 813,644 | | 138,240 | | 196,598 | 115,975 | 575,908 | 4,383,924 |
| Other Revenue | | | | | 6,976,400 | | | | |
| Investment Income | 21,394 | | 41,000 | | 266,535 | | | | |
| | 831,825 | 813,644 | 41,000 | 138,240 | 7,242,935 | 196,598 | 115,975 | 575,908 | 4,383,924 |
| Expenses | | | | | | | | | |
| Salaries | | | | | | | | | |
| Teachers | | | | | | | | 76,041 | 1,374,794 |
| Principals and Vice Principals | | | | 5,647 | | | | 64,174 | 179,749 |
| Educational Assistants | | 629,360 | | 105,177 | 8,969 | 130,040 | | | 258,516 |
| Support Staff | | | | | | | | 7,528 | 88,225 |
| Substitutes | | 25,408 | | | 92,621 | 8,418 | 4,987 | 129,225 | 65,172 |
| | - | 654,768 | - | 110,824 | 101,590 | 138,458 | 4,987 | 276,968 | 1,966,456 |
| Employee Benefits | | 158,876 | | 24,003 | 20,670 | 33,180 | 1,102 | 59,344 | 475,834 |
| Services and Supplies | 831,825 | | 41,000 | 3,413 | 6,920,675 | 24,960 | 109,886 | 239,596 | 1,941,634 |
| | 831,825 | 813,644 | 41,000 | 138,240 | 7,042,935 | 196,598 | 115,975 | 575,908 | 4,383,924 |
| Net Revenue (Expense) before Interfund Transfers | - | - | - | - | 200,000 | - | - | - | - |
| Interfund Transfers | | | | | | | | | |
| Tangible Capital Assets Purchased | | | | | (200,000) | | | | |
| | - | - | - | - | (200,000) | - | - | - | - |
| Net Revenue (Expense) | - | - | - | - | - | - | - | - | - |
| Additional Expenses funded by, and reported in, the Operating Fund | | | | | | 60,789 | | | |

School District No. 61 (Greater Victoria)

Schedule 3A

Amended Annual Budget - Changes in Special Purpose Funds

Year Ended June 30, 2024

| | 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 | Federal Safe Return to Class / Ventilation Fund | Early Childhood Education Dual Credit Program | Student & Family Affordability |
|---|---|---|---|---|--------------------------------|---|--|---|--------------------------------------|
| | \$ | \$ | \$ | \$ | \$ | \$ | \$ | \$ | \$ |
| Deferred Revenue, beginning of year | | 332,819 | 190,260 | 25,863 | 5,411 | 8,692 | 31,534 | 40,953 | 417,193 |
| Add: Restricted Grants | | | | | | | | | |
| Provincial Grants - Ministry of Education and Child Care | 768,811 | 20,286,493 | 1,914,073 | 104,604 | 48,000 | 11,250 | | 174,000 | |
| Other | | | | | | | | | |
| Investment Income | | | | | | | | | |
| | 768,811 | 20,286,493 | 1,914,073 | 104,604 | 48,000 | 11,250 | - | 174,000 | - |
| Less: Allocated to Revenue | 768,811 | 20,286,493 | 2,104,333 | 130,467 | 53,411 | 19,942 | 31,534 | 214,953 | 367,193 |
| Recovered | | 332,819 | | | | | | | |
| Deferred Revenue, end of year | - | - | - | - | - | - | - | - | 50,000 |
| Revenues | | | | | | | | | |
| Provincial Grants - Ministry of Education and Child Care | 768,811 | 20,286,493 | 2,104,333 | 130,467 | 53,411 | 19,942 | 31,534 | 214,953 | 367,193 |
| Other Revenue | | | | | | | | | |
| Investment Income | | | | | | | | | |
| | 768,811 | 20,286,493 | 2,104,333 | 130,467 | 53,411 | 19,942 | 31,534 | 214,953 | 367,193 |
| Expenses | | | | | | | | | |
| Salaries | | | | | | | | | |
| Teachers | | 15,175,304 | 280,063 | | | | | | |
| Principals and Vice Principals | | | | | | | | | |
| Educational Assistants | | | | | 8,013 | | | | |
| Support Staff | 184,275 | | | 26,589 | | | | | |
| Substitutes | 452,667 | 1,105,943 | 1,466,713 | | | | | | |
| | 636,942 | 16,281,247 | 1,746,776 | 26,589 | 8,013 | - | - | - | - |
| Employee Benefits | 131,869 | 3,988,906 | 357,557 | 6,594 | 1,987 | | | | |
| Services and Supplies | | 16,340 | | 97,284 | 43,411 | 19,942 | - | 214,953 | 367,193 |
| | 768,811 | 20,286,493 | 2,104,333 | 130,467 | 53,411 | 19,942 | - | 214,953 | 367,193 |
| Net Revenue (Expense) before Interfund Transfers | - | - | - | - | - | - | 31,534 | - | - |
| Interfund Transfers | | | | | | | | | |
| Tangible Capital Assets Purchased | | | | | | | (31,534) | | |
| | - | - | - | - | - | - | (31,534) | - | - |
| Net Revenue (Expense) | - | - | - | - | - | - | - | - | - |
| Additional Expenses funded by, and reported in, the Operating Fund | 398,129 | 274,848 | 118,507 | 12,000 | 48,000 | | | | |

School District No. 61 (Greater Victoria)

Amended Annual Budget - Changes in Special Purpose Funds

Year Ended June 30, 2024

Schedule 3A

| | SEY2KT (Early Years to Kindergarten) | ECL Early Care & Learning | Feeding Futures Fund | Ledger School | Provincial Inclusion Outreach | Estate Trust | Health Career Dual Credit Expansion Project | TOTAL |
|---|--|---------------------------------|----------------------------|------------------|-------------------------------------|-----------------|--|------------------|
| | \$ | \$ | \$ | \$ | \$ | \$ | \$ | \$ |
| Deferred Revenue, beginning of year | 45,424 | 16,683 | | 5,820 | 751 | 138,512 | | 6,754,367 |
| Add: Restricted Grants | | | | | | | | |
| Provincial Grants - Ministry of Education and Child Care | 19,000 | 175,000 | 2,253,290 | 422,820 | 993,150 | | 50,000 | 34,026,916 |
| Other | | | | | | | | 6,927,500 |
| Investment Income | | | | | | 10,527 | | 355,322 |
| | 19,000 | 175,000 | 2,253,290 | 422,820 | 993,150 | 10,527 | 50,000 | 41,309,738 |
| Less: Allocated to Revenue | 34,424 | 191,683 | 2,053,290 | 422,820 | 993,150 | 23,000 | 50,000 | 42,085,553 |
| Recovered | | | | | | | | 332,819 |
| Deferred Revenue, end of year | 30,000 | - | 200,000 | 5,820 | 751 | 126,039 | - | 5,645,733 |
| Revenues | | | | | | | | |
| Provincial Grants - Ministry of Education and Child Care | 34,424 | 191,683 | 2,053,290 | 422,820 | 993,150 | | 50,000 | 34,757,224 |
| Other Revenue | | | | | | | | 6,976,400 |
| Investment Income | | | | | | 23,000 | | 351,929 |
| | 34,424 | 191,683 | 2,053,290 | 422,820 | 993,150 | 23,000 | 50,000 | 42,085,553 |
| Expenses | | | | | | | | |
| Salaries | | | | | | | | |
| Teachers | | | | 216,801 | 239,054 | | | 17,362,057 |
| Principals and Vice Principals | | 152,276 | 71,490 | 17,270 | 40,566 | | | 531,172 |
| Educational Assistants | | | 124,278 | 78,973 | 186,179 | | | 1,529,505 |
| Support Staff | | | 23,234 | | 33,741 | | | 363,592 |
| Substitutes | | | | 8,073 | | | | 3,359,227 |
| | - | 152,276 | 219,002 | 321,117 | 499,540 | - | - | 23,145,553 |
| Employee Benefits | | 30,826 | 51,524 | 77,684 | 115,815 | | | 5,535,771 |
| Services and Supplies | 34,424 | 8,581 | 1,752,764 | 24,019 | 377,795 | 23,000 | 50,000 | 13,142,695 |
| | 34,424 | 191,683 | 2,023,290 | 422,820 | 993,150 | 23,000 | 50,000 | 41,824,019 |
| Net Revenue (Expense) before Interfund Transfers | - | - | 30,000 | - | - | - | - | 261,534 |
| Interfund Transfers | | | | | | | | |
| Tangible Capital Assets Purchased | | | (30,000) | | | | | (261,534) |
| | - | - | (30,000) | - | - | - | - | (261,534) |
| Net Revenue (Expense) | - | - | - | - | - | - | - | - |
| Additional Expenses funded by, and reported in, the Operating Fund | | | | | | | | 912,273 |

School District No. 61 (Greater Victoria)

Schedule 4

Amended Annual Budget - Capital Revenue and Expense

Year Ended June 30, 2024

| | 2024 Amended Annual Budget | | | 2024 Annual Budget |
|--|--|------------------|--------------------|-----------------------|
| | Invested in Tangible Capital Assets | Local Capital | Fund Balance | |
| | \$ | \$ | \$ | \$ |
| Revenues | | | | |
| Provincial Grants | | | | |
| Ministry of Education and Child Care | 2,500,000 | | 2,500,000 | 2,500,000 |
| Investment Income | | 35,000 | 35,000 | 69,000 |
| Gain (Loss) on Disposal of Tangible Capital Assets | | | - | 3,808,000 |
| Amortization of Deferred Capital Revenue | 9,555,181 | | 9,555,181 | 9,549,670 |
| Total Revenue | 12,055,181 | 35,000 | 12,090,181 | 15,926,670 |
| Expenses | | | | |
| Operations and Maintenance | 2,500,000 | | 2,500,000 | 2,500,000 |
| Amortization of Tangible Capital Assets | | | | |
| Operations and Maintenance | 13,766,455 | | 13,766,455 | 13,375,941 |
| Total Expense | 16,266,455 | - | 16,266,455 | 15,875,941 |
| Net Revenue (Expense) | (4,211,274) | 35,000 | (4,176,274) | 50,729 |
| Net Transfers (to) from other funds | | | | |
| Tangible Capital Assets Purchased | 2,797,676 | | 2,797,676 | 2,118,250 |
| Total Net Transfers | 2,797,676 | - | 2,797,676 | 2,118,250 |
| Other Adjustments to Fund Balances | | | | |
| Tangible Capital Assets Purchased from Local Capital | 557,564 | (557,564) | - | |
| Total Other Adjustments to Fund Balances | 557,564 | (557,564) | - | |
| Budgeted Surplus (Deficit), for the year | (856,034) | (522,564) | (1,378,598) | 2,168,979 |

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

Katrina Stride – Secretary-Treasurer

TO: The Board of Education

FROM: Katrina Stride, Secretary-Treasurer

DATE: February 26, 2024

RE: **2750 Shoreline Drive – Statutory Right-of-Way for CRD**

Background

In January 2023, the Capital Regional District (CRD) advised the Board of the Craigflower Pump Station Project and its interest in creating a staging area for the storage of construction materials and machinery on a portion of the land at Shoreline Middle School from May 1 to October 31, 2023.

In April 2023, the CRD advised that the project would be delayed until the following year. The CRD noted that part of the reason for the delay was due to a redesign, which has triggered a request to modify the CRD's existing statutory right-of-way (SRW) at Shoreline Middle School. The SRW needs to be expanded from a width of 4 metres to a width of 8 metres.

The CRD explained that the original proposed pipe excavation was close to the existing high-voltage electrical conduits that provide power to the pump station. To minimize the risk of damaging electrical lines that provide power to the pump station, the CRD would like to cross perpendicular to the electrical lines and be further away from them in the grass area, which puts the proposed pipe outside of the existing SRW. The CRD advised that it will pay all survey and legal costs associated with the expansion of the SRW and are currently in the process of tendering out the survey work for the project that is expected to begin in April 2024.

The CRD remains interested in creating a staging area for the storage of construction materials and machinery on a portion of the land at Shoreline Middle School from April 1 to September 30, 2024.

Attached is an aerial photograph of the school site with the existing and proposed SRW.

Craigflower Pump Station Project

The Craigflower Pump Station Project Information Sheet is accessible from the following [LINK](#).

Modification of Existing SRW

A modification of an existing statutory right-of-way (SRW) to the CRD is required for the land legally described as PID: 000-875-759, Lot 1, Section 2, Esquimalt District, Plan 11627 Except Part in Plan 41826, otherwise known as Shoreline Middle School. The Form C Land Title Act Charge is attached.

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.

Impact on Future Seismic Upgrade/Replacement Project

Facilities Service has confirmed that the location of the existing or modified SRW will not impact the potential options available for the future seismic upgrade or replacement of Shoreline Middle School.

Ministerial Orders, Policies and Regulations

Policy and Regulation 7110 Disposal of Real Property has been considered. The policy and regulation state that SRWs, also referred to as easements, are not subject to this policy and regulation.

Ministerial Order M193/08 Disposal of Land or Improvements Order does not apply to situations where there is a transfer of interest in a board property, such as SRWs and easements, which may be registered as a charge on title of the property. Ministerial approval is not required.

Process

The modification (expansion) of the granting of an SRW or easement is a grant of an interest in land. The Board will need to pass and adopt a disposal (right-of-way) bylaw as the granting (or an expansion of the granting) of an SRW is considered a disposal of land. The Shoreline Middle School Modification of Right-of-Way Bylaw 24-02 is attached.

Recommended Motions

The following motions are recommended:

That the Board of Education of School District No. 61 (Greater Victoria) approve entering into the Modification and amend the granting of the Original Statutory Right-of-Way to the CRD and extend the area of the right-of-way by an additional four (4) metres in accordance with the terms and conditions of the Modification on the property legally described as PID: 000-875-759, Lot 1, Section 2, Esquimalt District, Plan 11627 Except Part in Plan 41826, otherwise known as Shoreline Middle School.

That the Board of Education of School District No. 61 (Greater Victoria) agree to give all three readings of the Shoreline Middle School Modification of Right-of-Way Bylaw 24-02.

Must be carried unanimously

That the Board of Education of School District No. 61 (Greater Victoria) Shoreline Middle School Modification of Right-of-Way Bylaw 24-02, being a bylaw to enter into the Modification and amend the grant of the Original Right-of-Way under registration number FB462797 to the Capital Regional District and extend the area of the right-of-way by an additional four (4) metres in accordance with the terms and conditions of the Modification on the property legally described as PID: 000-875-759, Lot 1, Section 2, Esquimalt District, Plan 11627 Except Part in Plan 41826:

Read a first time this 26th day of February, 2024;

Read a second time this 26th day of February, 2024;

Read a third time, passed and adopted this 26th day of February, 2024;

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

AND FURTHER,

that the Secretary-Treasurer be authorized, on behalf of the Board, to execute and deliver the Modification and such amendments thereto as the Secretary-Treasurer, in his or her discretion, consider advisable, and the Secretary-Treasurer be authorized, on behalf of the Board, to complete the Modification and the amendment to the grant of the Original Right of Way on such terms and conditions as the Secretary-Treasurer may, in his or her discretion, consider advisable as witnessed by the signature of the Secretary-Treasurer.

Supporting Documents

Shoreline Middle School Modification of Right-of-Way Bylaw 24-02
Form C Land Title Act Charge Shoreline Middle School
Shoreline Middle School Site Plan and SRW

THE BOARD OF EDUCATION OF SCHOOL DISTRICT NO. 61 (GREATER VICTORIA)
SHORELINE MIDDLE SCHOOL MODIFICATION OF RIGHT OF WAY BYLAW 24-02

WHEREAS The Board of Education of School District No. 61 (Greater Victoria) (the “**Board**”) is a board of education constituted under the *School Act* (British Columbia);

AND WHEREAS the Board may dispose of land or improvements owned or administered by the Board under the authority of Section 96(3) of the *School Act* (British Columbia), subject to the orders of the British Columbia Minister of Education and Child Care (the “**Minister**”);

AND WHEREAS the *Interpretation Act* (British Columbia) defines the word “dispose” to mean to transfer by any method and includes, among other things, grant and charge;

AND WHEREAS a disposal of land or improvements by way of a grant of a statutory right of way, or a modification of a statutory right of way, does not require approval from the Minister pursuant to Ministerial Order M193/08 (Disposal of Land or Improvements Order);

AND WHEREAS Section 65(5) of the *School Act* (British Columbia) provides that a board of education may exercise a power with respect to the acquisition or disposal of property owned or administered by the board of education only by bylaw;

AND WHEREAS:

- (a) the Board owns the Shoreline Middle School property with a civic address of 2750 Shoreline Drive, Victoria, British Columbia and legally described as PID: 000-875-759, Lot 1, Section 2, Esquimalt District, Plan 11627, Except Part in Plan 41826 (the “**Property**”);
- (b) the Property is facility number 58;
- (c) the Capital Regional District (“**CRD**”) is the registered owner of a statutory right of way registered against title to the Property under registration number FB462797 (the “**Original Right of Way**”);
- (d) the CRD is required by Section 3.2 of the Original Right of Way to commission and register a statutory right of way plan to define a portion of the Property over which certain rights are granted by the Board to the CRD under the Original Right of Way;
- (e) the CRD has requested a modification of the Original Right of Way to, amongst other things, delineate the area of the statutory right of way granted under the Original Right of Way and to extend the area of the right of way by an additional four (4) metres pursuant to an agreement to modify the Original Right of Way (the “**Modification**”); and
- (f) the Board is satisfied that the Modification will benefit the Board and that the granting of the Modification will not interfere with the Board’s use of the Property.

NOW THEREFORE be it resolved as a Bylaw that the Board enter into the Modification and amend the grant of the Original Right of Way in accordance with the terms and conditions of the Modification; and

BE IT FURTHER resolved as a Bylaw that the Secretary-Treasurer be and is hereby authorized, on behalf of the Board, to execute and deliver the Modification and such amendments thereto as the Secretary-Treasurer may, in his or her discretion, consider advisable, and the Secretary-Treasurer be and is hereby authorized, on behalf of the Board, to execute and deliver the Modification and all documents required to complete the Modification and the amendment to the grant of the Original Right of Way on such terms and conditions as the Secretary-Treasurer may, in his or her discretion, consider advisable as witnessed by the signature of the Secretary-Treasurer.

This Bylaw may be cited as "School District No. 61 (Greater Victoria) Shoreline Middle School Modification of Right of Way Bylaw 24-02".

Read a first time this _____ day of _____, 2024.

Read a second time this _____ day of _____, 2024.

Upon unanimous agreement of the Trustees of the Board in attendance, this Bylaw was read a third time on the _____ day of _____, 2024, and finally passed and adopted this _____ day of _____, 2024.

Chairperson of the Board

Corporate Seal

Secretary-Treasurer

I HEREBY CERTIFY this to be a true original of the "School District No. 61 (Greater Victoria) Shoreline Middle School Modification of Right of Way Bylaw 24-02" adopted by the Board on the _____ day of _____, 2024.

Secretary-Treasurer



1. Application

Stewart McDannold Stuart
837 Burdett Avenue
2nd Floor
Victoria BC V8W 1B3
2503807744

File No.: 111 1975 JE-ce

2. Description of Land

| PID/Plan Number | Legal Description |
|--------------------|--|
| 000-875-759 | LOT 1, SECTION 2, ESQUIMALT DISTRICT, PLAN 11627, EXCEPT PART IN PLAN 41826 |

3. Nature of Interest

| Type | Number | Additional Information |
|---------------------|-----------------|------------------------|
| MODIFICATION | FB462797 | |

4. Terms

Part 2 of this instrument consists of:

(b) Express Charge Terms Annexed as Part 2

5. Transferor(s)

THE BOARD OF EDUCATION OF SCHOOL DISTRICT NO. 61 (GREATER VICTORIA)

6. Transferee(s)

CAPITAL REGIONAL DISTRICT
625 FISGARD STREET
VICTORIA BC V8W 1R7

7. Additional or Modified Terms



8. Execution(s)

This instrument creates, assigns, modifies, enlarges or governs the priority of the interest(s) described in Item 3 and the Transferor(s) and every other signatory agree to be bound by this instrument, and acknowledge(s) receipt of a true copy of the filed standard charge terms, if any.

Witnessing Officer Signature

Execution Date

Transferor / Transferee / Party Signature(s)

YYYY-MM-DD

The Board of Education of School District No. 61 (Greater Victoria)
By their Authorized Signatory

Print Name:

Print Name:

Officer Certification

Your signature constitutes a representation that you are a solicitor, notary public or other person authorized by the *Evidence Act*, R.S.B.C. 1996, c.124, to take affidavits for use in British Columbia and certifies the matters set out in Part 5 of the *Land Title Act* as they pertain to the execution of this instrument.

Witnessing Officer Signature

Execution Date

Transferor / Transferee / Party Signature(s)

YYYY-MM-DD

Capital Regional District
By their Authorized Signatory

Print Name:

Officer Certification

Your signature constitutes a representation that you are a solicitor, notary public or other person authorized by the *Evidence Act*, R.S.B.C. 1996, c.124, to take affidavits for use in British Columbia and certifies the matters set out in Part 5 of the *Land Title Act* as they pertain to the execution of this instrument.

Electronic Signature

Your electronic signature is a representation that you are a designate authorized to certify this document under section 168.4 of the *Land Title Act*, RSBC 1996 c.250, that you certify this document under section 168.41(4) of the act, and that an execution copy, or a true copy of that execution copy, is in your possession.

TERMS OF INSTRUMENT - PART 2

W H E R E A S:

- A. The Grantor, The Board of Education of School District No. 61 (Greater Victoria), is the registered owner of an estate in fee simple of the following land in the Province of British Columbia:

PID: 000-875-759

Lot 1, Section 2, Esquimalt District, Plan 11627, Except part in Plan 41826

(the “**Lands of the Grantor**”);

- B. The Grantee is the Capital Regional District;
- C. The Grantee is the registered holder of a statutory right of way registered against title to the Lands of the Grantor under Land Title Registration Number FB462797 (the “**SRW**”);
- D. The Grantee is required by section 3.2 of the SRW to commission and register a statutory right of way plan to define the portion of the Lands of the Grantor required for the accommodation of the Works (as defined in the SRW), such area is required to be consistent with the area defined as Area B on the CRD Drawing No. 15-S160 Rev No. 7 attached to the SRW as Schedule A (the “**Original Works Area**”), and to register a modification of the SRW to limit the rights granted in sections 1.1 and 1.2 of the SRW to the Original Works Area;
- E. The Grantee wishes to define the portion of the Lands of the Grantor required for the accommodation of the Works (as defined in the SRW) as eight (8) metres wide (the “**New Works Area**”) rather than the four(4)-metre-wide Original Works Area and to limit the rights granted in sections 1.1 and 1.2 of the SRW to the New Works Area;
- F. The Grantee has conducted a survey to define within a statutory right of way plan the portion of the Lands of the Grantor required for the accommodation of the Works (as defined in the SRW), which portion of the Lands of the Grantor are shown outlined in heavy black on the Statutory Right of Way Plan deposited in the Land Title Office under number EPP135079 (the “**SRW Plan**”), a copy of which is attached hereto, and such portion consisting of the New Works Area;
- G. The Grantee has provided the SRW Plan to the Grantor for approval;
- H. Pursuant to section 3.2 of the SRW and the Grantor’s approval of the SRW Plan and the Grantor’s agreement to limit the rights granted in sections 1.1 and 1.2 of the SRW to the New Works Area instead of the Old Works Area, the Grantor and the Grantee have agreed to modify the SRW to amend the definition of “Right of Way” and to limit the area of the Right of Way to the area shown in the SRW Plan as set forth in these Terms of Instrument – Part 2 (the “**Agreement**”);

NOW THEREFORE, in consideration of the sum of One (\$1.00) Dollar of lawful money of Canada, now paid by the Grantee to the Grantor (the receipt and sufficiency of which is hereby acknowledged by the Grantor), and in consideration of the covenants and conditions agreed to be observed and performed by the parties and for other valuable consideration:

THE GRANTOR AND THE GRANTEE covenant and agree with each other that the terms of the SRW are modified as follows:

1. Section 1.1 of the SRW is hereby deleted in its entirety and replaced with the following Section 1.1 of the SRW:

“1.1 Grant, convey, confirm and transfer, in perpetuity, to the Grantee the full, free and uninterrupted right, license, liberty, privilege, permission and right of way to lay down, install, construct, entrench, operate, maintain, inspect, alter, remove, replace, bury, cleanse, string, and otherwise establish one or more systems of Works upon, under and across that portion of the Lands of the Grantor shown outlined in heavy black on the Statutory Right of Way Plan deposited in the Land Title Office under number EPP135079 (the “**Right of Way**”), a reduced copy of which is attached hereto as Schedule “A”.”.
2. Section 1.3 of the SRW is amended by replacing the word “Transferee” with “Grantee” and replacing the term “Right-of-Way” with “Right of Way”.
3. Section 3.1 of the SRW is hereby deleted in its entirety and replaced with the following Section 3.1 of the SRW:

“3.1 For certainty, the Grantee shall construct the Works only within the Right of Way.”.
4. Section 3.2 of the SRW is hereby deleted in its entirety and replaced with the following Section 3.2 of the SRW:

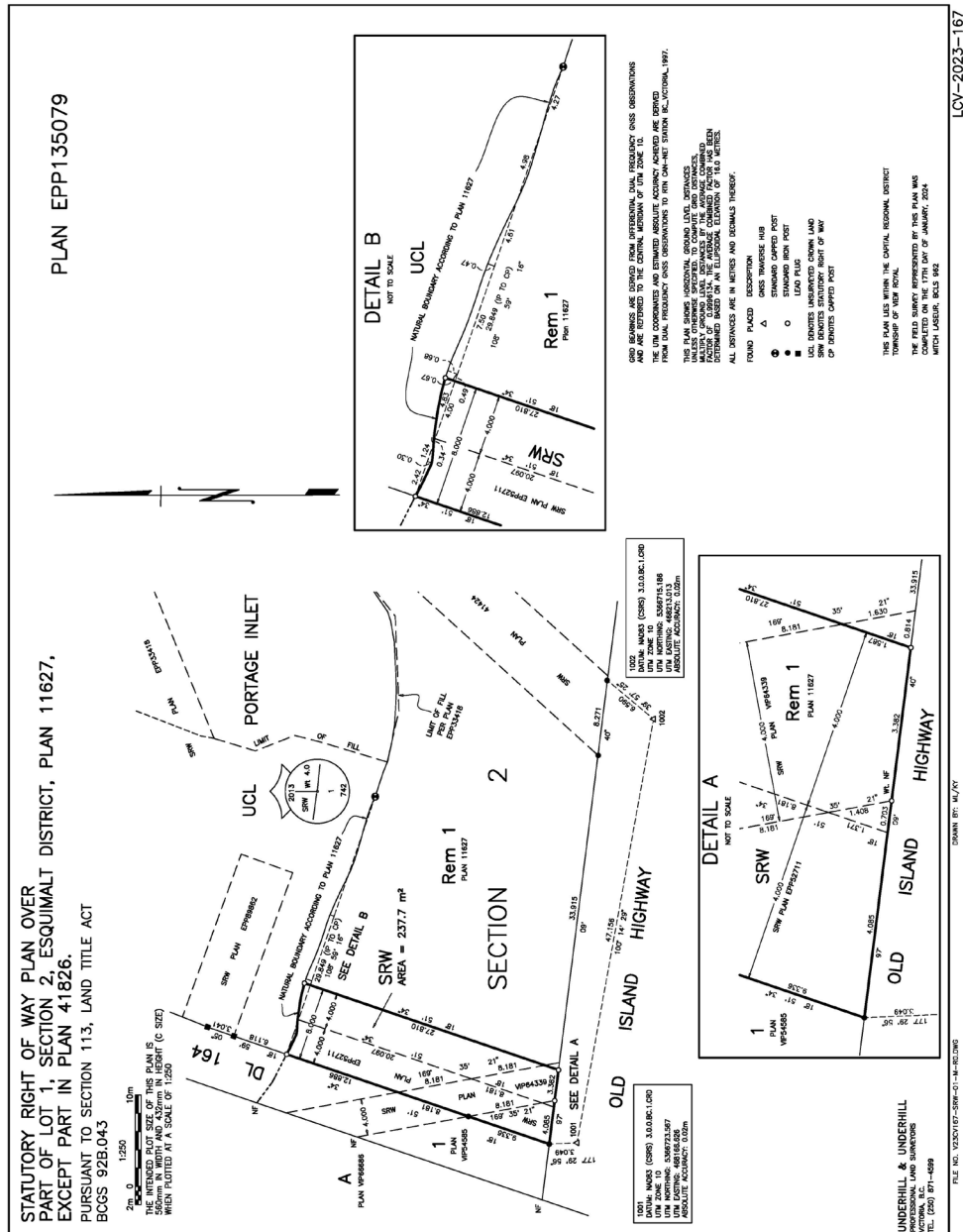
“3.2 Intentionally Deleted.”.
5. The following is added immediately after section 3.7 as a new section 3.8:

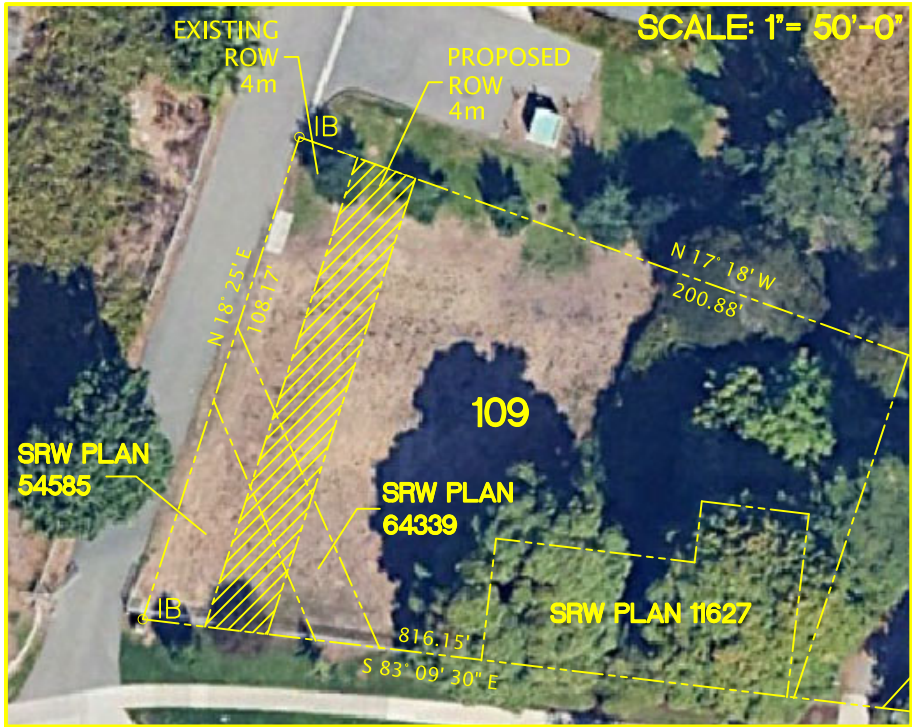
“3.8 The Grantee, in its capacity as registered owner of Statutory Right of Way EK126262, acknowledges and consents to the registration of the rights granted under this Agreement over the Right of Way”
6. Schedule “A” of the SRW is deleted in its entirety and replaced with the Schedule “A” to this Agreement.
7. Except as expressly modified herein, the Grantor and Grantee agree that the terms, covenants and conditions of the SRW remain unmodified and in full force and effect, and the SRW and this Agreement shall be read and construed together as a single document.
8. This Agreement shall enure to the benefit of and be binding upon the Grantor and Grantee, and their respective heirs, administrators, executors, successors and assigns, as the case may be.

The Grantor and Grantee acknowledge that this Agreement has been duly executed and delivered by the parties executing the Form C attached hereto.

Schedule "A"

Statutory Right of Way Plan EPP135079





Office of the Secretary-Treasurer

Katrina Stride – Secretary-Treasurer

TO: The Board of Education

FROM: Katrina Stride, Secretary-Treasurer

DATE: February 26, 2024

RE: **Long-Range Facilities Plan**

Background

At the October 23, 2023 Board meeting, the following motion was carried:

That the Board of Education of School District No. 61 (Greater Victoria) direct the Facilities Plan Ad Hoc Committee to provide the Board of Education with an update on progress in relation to implementation of the current Long-Range Facilities Plan, and any recommendations for review to the Operations Policy and Planning Standing Committee,

AND FURTHER,

That the Facilities Plan Ad Hoc Committee provide an update at the Operations Policy and Planning Standing Committee in February 2024.

At the February 2024 Operations Policy and Planning Standing Committee meeting, the Board asked for a progress update from the Facilities Plan Ad Hoc Committee. Secretary-Treasurer Stride advised that an update would be provided at the February 2024 Regular Board meeting.

Facilities Plan Ad Hoc Committee

The Facilities Plan Ad Hoc Committee includes the following members:

- One Trustee appointed by the Board Chair
- Superintendent or delegate
- Secretary-Treasurer
- Associate Secretary-Treasurer
- Director of Facilities Services
- One appointed member from each of the District's employee groups: GVTA, CUPE 382, CUPE 947, and VPVPA

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.

- Three parent representatives; one delegate from each of Elementary, Middle and Secondary schools, and representing three different municipalities. Selection of parents first by VCPAC; then by District if VCPAC members not forwarded.
- Three Greater Victoria students
- One Representative from the Esquimalt Nation
- One Representative from the Songhees Nation

Progress Update

The motion carried by the Board directed the Facilities Plan Ad Hoc Committee to meet and provide an update to the Board on the implementation of the current plan and any recommendations to review. The Facilities Plan Ad Hoc Committee has not met.

Recommendation

It is recommended that only the following members of the Facilities Plan Ad Hoc Committee initially meet to review the implementation of the current Long-Range Facilities Plan and that the deadline to provide a progress update and recommendations for the Board's review be extended to the June 10, 2024 Operations Policy and Planning Committee meeting:

- Superintendent or delegate
- Secretary-Treasurer
- Associate Secretary-Treasurer
- Director of Facilities Services

When the Board is prepared to move forward with the estimated two-year process of creating a new Long-Range Facilities Plan to replace the current plan that will expire in the Fall of 2028, all members of the Facilities Plan Ad Hoc Committee could be engaged in the process.

It is also recommended that the Board consider allocating one-time budget to hire a consultant to assist the Board in the creation of the Long-Range Facilities Plan.

Supporting Documents

Facilities Plan Ad Hoc Committee – Terms of Reference

Facilities Plan Ad Hoc Committee Terms of Reference

Purpose:

The purpose of the committee is to monitor, update and develop recommendations for the District's Long Term Facilities Plan.

Deliverables:

The Facilities Plan Committee will :

1. Monitor, update and develop recommendations for the Long Term Facilities Plan; and
2. Update the plan, and any recommendations, bi-annually

Membership:

The committee will be comprised of the following 18 members:

- One Trustee appointed by the Board Chair;
- The Superintendent or delegate, the Secretary Treasurer, Associate Secretary-Treasurer, and the Director of Facilities;
- One appointed member from each of the District's employee groups: GVTA, ASA, CUPE 382 and 947, VPVPA;
- Three parent representatives; one delegate from each of Elementary, Middle and Secondary schools, and representing three different municipalities. Selection of parents first by VCPAC; then by District if VCPAC members not forwarded;
- Three Greater Victoria students;
- One Representative from the Esquimalt Nation
- One Representative from the Songhees Nation

Timeline:

The Facilities Plan Committee will report at the Operations Policy and Planning Committee up to two times per year.

The Facilities Plan Committee may also present to the Education Policy and Directions Committee as necessary.

Voting:

Recommendations to be made by consensus. If consensus cannot be reached, multiple options will be reported to the Operations Policy & Planning Committee.

Procedural notes:

- Meeting dates, locations, agendas and minutes to be available to the members.
- Meeting reports to be available on the District website.

Date Adopted: June 20, 2016

Revised: October 23, 2017

Revised: December 16, 2019

SECTION 72 REPORT

Present:

Trustees Natalie Baillaut, Angela Carmichael, Mavis David, Nicole Duncan,
Derek Gagnon, Karin Kwan, Emily Mahbobi, Rob Paynter

Regrets:

Trustee Diane McNally

Administration:

Katrina Stride, Secretary-Treasurer

The Board of Education discussed the following matters:

- Appeal

General decisions made by the Board:

- Appeal

SECTION 72 REPORT

Present:

Trustees Natalie Baillaut, Angela Carmichael Nicole Duncan, Derek Gagnon, Karin Kwan, Emily Mahbobi, Rob Paynter

Regrets:

Trustees Mavis David, Diane McNally

Guests:

Bruce Crawshaw, Professional Engineer for Westbrook Consulting Ltd.
Serge Lakatos, Legal Counsel, Borden Ladner Gervais LLP (BLG)

Administration:

Deb Whitten, Superintendent of Schools, Katrina Stride, Secretary-Treasurer, Harold Caldwell, Deputy Superintendent, Tom Aerts, Associate Superintendent, Julie Lutner, Associate Secretary-Treasurer, Marni Vistisen-Harwood, Director of Facilities Services, Mark Peaty, Manager of Minor Capital

The Board of Education discussed the following matters:

- Property

General decisions made by the Board:

- None

SECTION 72 REPORT

Present:

Trustees Natalie Baillaut, Angela Carmichael, Mavis David, Nicole Duncan,
Derek Gagnon, Karin Kwan, Rob Paynter

Regrets:

Trustees Emily Mahbobi, Diane McNally

Administration:

Katrina Stride, Secretary-Treasurer

The Board of Education discussed the following matters:

- Appeal

General decisions made by the Board:

- Appeal

SECTION 72 REPORT

Present:

Trustees Natalie Baillaut, Angela Carmichael, Mavis David, Nicole Duncan, Derek Gagnon, Karin Kwan, Emily Mahbobi, Diane McNally, Rob Paynter

Administration:

Deb Whitten, Superintendent of Schools, Katrina Stride, Secretary-Treasurer, Harold Caldwell, Deputy Superintendent, Tom Aerts, Associate Superintendent, Julie Lutner, Associate Secretary-Treasurer, Marni Vistisen-Harwood, Director of Facilities Services

The Board of Education discussed the following matters:

- Administration
- Budget
- Facilities

General decisions made by the Board:

- Administration

SECTION 72 REPORT

Present:

Trustees Natalie Baillaut, Angela Carmichael Nicole Duncan, Derek Gagnon, Karin Kwan, Emily Mahbobi, Diane McNally Rob Paynter

Regrets:

Trustee Mavis David

Administration:

Deb Whitten, Superintendent of Schools, Katrina Stride, Secretary-Treasurer, Harold Caldwell, Deputy Superintendent, Tom Aerts, Associate Superintendent, Julie Lutner, Associate Secretary-Treasurer, Marni Vistisen-Harwood, Director of Facilities Services

The Board of Education discussed the following matters:

- Property

General decisions made by the Board:

- None

SECTION 72 REPORT

Present:

Trustees Natalie Baillaut, Angela Carmichael, Mavis David, Nicole Duncan,
Derek Gagnon, Karin Kwan, Emily Mahbobi, Diane McNally,

Regrets:

Trustee Rob Paynter

Guest:

Ravi Bindra, Legal Counsel, Koffman Kalef LLP

Administration:

Deb Whitten, Superintendent of Schools, Katrina Stride, Secretary-Treasurer,
Tom Aerts, Associate Superintendent, Julie Lutner, Associate Secretary-Treasurer,
Marni Vistisen-Harwood, Director of Facilities Services

The Board of Education discussed the following matters:

- Property

General decisions made by the Board:

- Property

SECTION 72 REPORT

Present:

Trustees Natalie Baillaut, Angela Carmichael, Mavis David, Nicole Duncan,
Derek Gagnon, Karin Kwan, Emily Mahbobi, Diane McNally,

Regrets:

Trustee Rob Paynter

Administration:

Deb Whitten, Superintendent of Schools, Katrina Stride, Secretary-Treasurer,
Tom Aerts, Associate Superintendent, Julie Lutner, Associate Secretary-Treasurer,
Marni Vistisen-Harwood, Director of Facilities Services

The Board of Education discussed the following matters:

- Property

General decisions made by the Board:

- Property

SECTION 72 REPORT

Present:

Trustees Natalie Baillaut, Angela Carmichael, Mavis David, Nicole Duncan, Karin Kwan, Emily Mahbobi, Diane McNally, Rob Paynter

Regrets:

Trustee Derek Gagnon

Administration:

Deb Whitten, Superintendent of Schools, Katrina Stride, Secretary-Treasurer, Tom Aerts, Associate Superintendent, Marni Vistisen-Harwood, Director of Facilities Services

The Board of Education discussed the following matters:

- Property

General decisions made by the Board:

- Property

SECTION 72 REPORT

Present:

Trustees Natalie Baillaut, Nicole Duncan, Derek Gagnon, Karin Kwan, Emily Mahbobi, Diane McNally, Rob Paynter

Regrets:

Trustees Angela Carmichael, Mavis David

Administration:

Deb Whitten, Superintendent of Schools, Katrina Stride, Secretary-Treasurer, Harold Caldwell, Deputy Superintendent, Tom Aerts, Associate Superintendent, Julie Lutner, Associate Secretary-Treasurer

The Board of Education discussed the following matters:

- Budget

General decisions made by the Board:

- None

SECTION 72 REPORT

Present:

Trustees Natalie Baillaut, Angela Carmichael, Mavis David Nicole Duncan, Derek Gagnon, Karin Kwan, Emily Mahbobi, Diane McNally, Rob Paynter

Administration:

Deb Whitten, Superintendent of Schools, Katrina Stride, Secretary-Treasurer, Harold Caldwell, Deputy Superintendent, Tom Aerts, Associate Superintendent, Julie Lutner, Associate Secretary-Treasurer

The Board of Education discussed the following matters:

- Budget

General decisions made by the Board:

- Budget

SECTION 72 REPORT

Present:

Trustees Natalie Baillaut, Angela Carmichael, Mavis David, Nicole Duncan, Derek Gagnon, Karin Kwan, Emily Mahbobi, Diane McNally, Rob Paynter

Administration:

Deb Whitten, Superintendent of Schools, Katrina Stride, Secretary-Treasurer, Harold Caldwell, Deputy Superintendent, Tom Aerts, Associate Superintendent, Julie Lutner, Associate Secretary-Treasurer, Marni Vistisen-Harwood, Director of Facilities Services

Guest:

Serge Lakatos, Legal Counsel, Borden Ladner Gervais LLP

The Board of Education discussed the following matters:

- Property

General decisions made by the Board:

- Property

SECTION 72 REPORT

Present:

Trustees Natalie Baillaut, Angela Carmichael, Mavis David, Nicole Duncan, Derek Gagnon, Karin Kwan, Emily Mahbobi, Rob Paynter

Regrets:

Trustee Diane McNally

Administration:

Deb Whitten, Superintendent of Schools, Katrina Stride, Secretary-Treasurer, Harold Caldwell, Deputy Superintendent, Tom Aerts, Associate Superintendent, Jim Vair, Director of Human Resource Services, Julie Lutner, Associate Secretary-Treasurer, Marni Vistisen-Harwood, Director of Facilities Services

The Board of Education discussed the following matters:

- Legal
- Personnel
- Property

General decisions made by the Board:

- Legal
- Administration
- Property

SECTION 72 REPORT

Present:

Trustees Natalie Baillaut, Mavis David, Nicole Duncan, Derek Gagnon, Karin Kwan, Emily Mahbobi, Rob Paynter

Regrets:

Trustees Angela Carmichael, Diane McNally

Guest:

Ravi Bindra, Legal Counsel, Koffman Kalef LLP

Administration:

Deb Whitten, Superintendent of Schools, Katrina Stride, Secretary-Treasurer, Harold Caldwell, Deputy Superintendent, Tom Aerts, Associate Superintendent, Jim Vair, Director of Human Resource Services, Julie Lutner, Associate Secretary-Treasurer, Charmaine Shortt, Acting District Principal, Early Learning and Childcare, Marni Vistisen-Harwood, Director of Facilities Services

The Board of Education discussed the following matters:

- Property
- Personnel
- Administration
- Facilities

General decisions made by the Board:

- Property
- Personnel
- Facilities

SECTION 72 REPORT

Present:

Trustees Natalie Baillaut, Mavis David, Nicole Duncan, Derek Gagnon, Karin Kwan, Emily Mahbobi, Rob Paynter

Regrets:

Trustees Angela Carmichael, Diane McNally

Administration:

Deb Whitten, Superintendent of Schools, Katrina Stride, Secretary-Treasurer, Harold Caldwell, Deputy Superintendent, Julie Lutner, Associate Secretary-Treasurer

The Board of Education discussed the following matters:

- Administration
- Legal
- Facilities
- Property

General decisions made by the Board:

- None

SECTION 72 REPORT

Present:

Trustees Natalie Baillaut, Nicole Duncan, Derek Gagnon, Karin Kwan, Rob Paynter

Regrets:

Trustees Angela Carmichael, Mavis David, Emily Mahbobi, Diane McNally

Guests:

Chris McNally and Josh Taylor, Urban Rec

Administration:

Deb Whitten, Superintendent of Schools, Katrina Stride, Secretary-Treasurer, Harold Caldwell, Deputy Superintendent, Tom Aerts, Associate Superintendent, Julie Lutner, Associate Secretary-Treasurer, Marni Vistisen-Harwood, Director of Facilities Services

The Board of Education discussed the following matters:

- Facilities
- Finance

General decisions made by the Board:

- None

SECTION 72 REPORT

Present:

Trustees Natalie Baillaut, Mavis David, Nicole Duncan, Derek Gagnon, Karin Kwan, Emily Mahbobi, Rob Paynter

Regrets:

Trustees Angela Carmichael, Diane McNally

Administration:

Deb Whitten, Superintendent of Schools, Katrina Stride, Secretary-Treasurer, Harold Caldwell, Deputy Superintendent, Tom Aerts, Associate Superintendent, Julie Lutner, Associate Secretary-Treasurer, Marni Vistisen-Harwood, Director of Facilities Services

The Board of Education discussed the following matters:

- Appeal
- Finance
- Facilities

General decisions made by the Board:

- Appeal
- Finance

SECTION 72 REPORT

Present:

Trustees, Mavis David, Nicole Duncan, Karin Kwan, Emily Mahbobi, Rob Paynter

Regrets:

Trustees Natalie Baillaut, Angela Carmichael, Derek Gagnon, Diane McNally

Administration:

Deb Whitten, Superintendent of Schools, Katrina Stride, Secretary-Treasurer,
Tom Aerts, Associate Superintendent, Marni Vistisen-Harwood, Director of Facilities
Services

The Board of Education discussed the following matters:

- Facilities

General decisions made by the Board:

- None

SECTION 72 REPORT

Present:

Trustees Natalie Baillaut, Mavis David, Nicole Duncan, Karin Kwan, Diane McNally, Rob Paynter

Regrets:

Trustees Angela Carmichael, Derek Gagnon, Emily Mahbobi

Administration:

Deb Whitten, Superintendent of Schools, Katrina Stride, Secretary-Treasurer, Harold Caldwell, Deputy Superintendent, Tom Aerts, Associate Superintendent,

The Board of Education discussed the following matters:

- Administration

General decisions made by the Board:

- None

SECTION 72 REPORT

Present:

Trustees Natalie Baillaut, Nicole Duncan, Derek Gagnon, Karin Kwan, Emily Mahbobi, Rob Paynter

Regrets:

Trustees Angela Carmichael, Mavis David, Diane McNally

Administration:

Deb Whitten, Superintendent of Schools, Katrina Stride, Secretary-Treasurer, Harold Caldwell, Deputy Superintendent, Tom Aerts, Associate Superintendent, Julie Lutner, Associate Secretary-Treasurer, Marni Vistisen-Harwood, Director of Facilities Services, Mora Cunningham, Manager Capital Projects, Mike Knudson, Director of Human Resource Services

The Board of Education discussed the following matters:

- Administration
- Facilities
- Personnel

General decisions made by the Board:

- Administration
- Personnel

SECTION 72 REPORT

Present:

Trustees Natalie Baillaut, Nicole Duncan, Derek Gagnon, Karin Kwan, Emily Mahbobi, Diane McNally, Rob Paynter

Regrets:

Trustees Angela Carmichael, Mavis David

Administration:

Deb Whitten, Superintendent of Schools, Katrina Stride, Secretary-Treasurer, Harold Caldwell, Deputy Superintendent, Tom Aerts, Associate Superintendent, Katrina Stride, Secretary-Treasurer, Julie Lutner, Associate Secretary-Treasurer, Marni Vistisen-Harwood, Director of Facilities Services, Andy Canty, Director of Information Technology for Learning

The Board of Education discussed the following matters:

- Administration
- Facilities
- Finance

General decisions made by the Board:

- Administration
- Finance

SECTION 72 REPORT

Present:

Trustees, Mavis David, Nicole Duncan, Derek Gagnon, Karin Kwan, Emily Mahbobi, Diane McNally, Rob Paynter

Regrets:

Trustees Natalie Baillaut, Angela Carmichael

Guest:

Ravi Bindra, Legal Counsel, Koffman Kalef LLP

Administration:

Deb Whitten, Superintendent of Schools, Katrina Stride, Secretary-Treasurer, Tom Aerts, Associate Superintendent, Julie Lutner, Associate Secretary-Treasurer, Marni Vistisen-Harwood, Director of Facilities Services

The Board of Education discussed the following matters:

- Facilities
- Property

General decisions made by the Board:

- Facilities
- Property

SECTION 72 REPORT

Present:

Trustees Natalie Baillaut, Mavis David, Nicole Duncan, Derek Gagnon, Karin Kwan, Emily Mahbobi, Rob Paynter

Regrets:

Trustees Angela Carmichael, Diane McNally

Administration:

Deb Whitten, Superintendent of Schools, Katrina Stride, Secretary-Treasurer, Harold Caldwell, Deputy Superintendent, Tom Aerts, Associate Superintendent, Dr. Shelly Niemi, Director of Indigenous Education, Julie Lutner, Associate Secretary-Treasurer, Marni Vistisen-Harwood, Director of Facilities Services, Mike Knudson, Director of Human Resource Services

The Board of Education discussed the following matters:

- Administration
- Facilities

General decisions made by the Board:

- Facilities

SECTION 72 REPORT

Present:

Trustees Natalie Baillaut, Mavis David, Nicole Duncan, Derek Gagnon, Karin Kwan, Emily Mahbobi, Rob Paynter

Regrets:

Trustees Angela Carmichael, Diane McNally

Administration:

Deb Whitten, Superintendent of Schools, Katrina Stride, Secretary-Treasurer, Harold Caldwell, Deputy Superintendent. Tom Aerts, Associate Superintendent, Julie Lutner, Associate Secretary-Treasurer, Marni Vistisen-Harwood, Director of Facilities Services, Jessie Moore, District Vice-Principal of Inclusive Learning, Nadine Naughton, Principal of Victor School, Mike Knudson, Director of Human Resource Services

The Board of Education discussed the following matters:

- Administration
- Facilities
- Personnel
- Property

General decisions made by the Board:

- Facilities

SECTION 72 REPORT

Present:

Trustees Natalie Baillaut, Mavis David, Nicole Duncan, Derek Gagnon, Karin Kwan, Emily Mahbobi, Diane McNally, Rob Paynter

Regrets:

Trustee Angela Carmichael

Administration:

Deb Whitten, Superintendent of Schools, Katrina Stride, Secretary-Treasurer, Harold Caldwell, Deputy Superintendent, Julie Lutner, Associate Secretary-Treasurer, Marni Vistisen-Harwood, Director of Facilities Services

The Board of Education discussed the following matters:

- Administration
- Facilities
- Personnel

General decisions made by the Board:

- Facilities
- Legal

SECTION 72 REPORT

Present:

Trustees Natalie Baillaut, Mavis David, Nicole Duncan, Karin Kwan, Rob Paynter

Regrets:

Trustees Angela Carmichael, Derek Gagnon, Emily Mahbobi, Diane McNally

Administration:

Deb Whitten, Superintendent of Schools, Katrina Stride, Secretary-Treasurer, Harold Caldwell, Deputy Superintendent, Katrina Stride, Secretary-Treasurer, Julie Lutner, Associate Secretary-Treasurer, Marni Vistisen-Harwood, Director of Facilities Services

The Board of Education discussed the following matters:

- Facilities
- Property

General decisions made by the Board:

- Facilities
- Property