



**The Board of Education of School District No. 61 (Greater Victoria)  
Operations Policy and Planning Committee Meeting**

**AGENDA**

**Broadcasted via YouTube <https://bit.ly/3czx8bA>**

**Monday, September 16, 2024, 7:00 p.m.**

**Chairperson: Trustee Gagnon**

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**A. COMMENCEMENT OF MEETING**

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

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

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

Recommended Motion:

That the September 16, 2024 agenda be approved.

**A.3. Approval of the Minutes**

Recommended Motion:

That the June 10, 2024 Operations Policy and Planning Committee meeting minutes be approved.

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

**B. PRESENTATIONS TO THE COMMITTEE**

**C. SUPERINTENDENT'S REPORT**

**C.1. Draft Enhancing Student Learning Report (ESLR) 2024-2025**

**D. PERSONNEL ITEMS**

**E. FINANCE AND LEGAL AFFAIRS**

**E.1. Willows Elementary Child Care Update**

**E.2. Multi-Year Financial Plan 2024-2027**

Recommended Motion:

That the Board of Education of School District No. 61 (Greater Victoria) accept the Multi-Year Financial Plan 2024-2027.

**E.3. Monthly Financial Reports:**

- a. June 2024
- b. July 2024
- c. August 2024

**E.4. Budget Change Reports:**

- a. June 2024
- b. August 2024

**F. FACILITIES PLANNING**

**F.1. Operations Update: September 2024**

**F.2. Cedar Hill Middle School Seismic Project Update**

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

**H. NEW BUSINESS**

**H.1. Greater Victoria Foundation for Learning – Trustee Kwan**

Recommended Motion:

That the Board of Education of Greater Victoria (School District No. 61) direct the Superintendent to establish an advisory committee, which should include (but not be limited to) Board and Finance Department member representation, to evaluate and provide recommendations to the Board on improving the use of the Greater Victoria Foundation for Learning.

AND FURTHER that the advisory committee explore options for consulting with or hiring a grant writer, including defining the specific role, responsibilities, and time commitment, and include these recommendations in their report to the Board.

**H.2. District of Saanich Crossing Guard Funding– Trustee Paynter**

Recommended Motion:

That the Board of Education of Greater Victoria (School District No. 61) direct the chair to write to District of Saanich Mayor and Council expressing our concern regarding the formula employed to calculate crossing guard requirements, further advising them of the precise date the funding currently provided for crossing guards will end and finally to implore them to address this shortfall on behalf of student safety.

**I. NOTICE OF MOTION**

**J. GENERAL ANNOUNCEMENTS**

**K. ADJOURNMENT**

Recommended Motion:

That the meeting be adjourned.

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



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

**Operations Policy and Planning Committee**

**MEETING MINUTES**

**Monday, June 10, 2024, 7:00 p.m.**

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

**Education Policy and Directions Committee member:** Emily Mahbobi

Trustee Regrets: Angela Carmichael

Administration: Deb Whitten, Superintendent of Schools, Katrina Stride, Secretary-Treasurer, Tom Aerts, Associate Superintendent, Sean Powell, Acting Associate Superintendent, Julie Lutner, Associate Secretary-Treasurer, Marni Vistisen-Harwood, Director of Facilities Services, Sarah Winkler, VPVPA

Partners: Jane Massy, CUPE 947, Cindy Romphf, GVTA, Nyssa Temmel, VCPAC, Darren Reed, CUPE 382

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**A. COMMENCEMENT OF MEETING**

**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 Kwan

That the June 10, 2024 agenda be approved.

**Motion Carried Unanimously**

### **A.3. Approval of the Minutes**

**Moved by** Trustee Kwan

That the May 13, 2024 Operations Policy and Planning Committee meeting minutes be approved.

**Motion Carried Unanimously**

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

None.

## **B. PRESENTATIONS TO THE COMMITTEE**

- B.1.** Naema, Fenn, Keemia, and Nuvra (prior and current SD61 students), along with Liza McGuinness, presented on Evidence-Based Substance Use Education.

Trustees provided thanks for the presentation and had questions of clarification.

- B.2.** Lori Poppe and Dr. Andrew Weaver from Community Advocating for Students and Safety (CASS) presented on Looking Forward – Students and Safety.

Trustees provided thanks for the presentation.

## **C. SUPERINTENDENT'S REPORT**

- C.1.** Superintendent Whitten presented the draft Climate Action Plan Implementation Ad Hoc Committee Terms of Reference.

Trustees provided feedback and suggested amendments to the draft terms of reference.

**Moved by** Trustee Kwan

That the Board of Education of School District No. 61 (Greater Victoria) approve the five amendments to the draft Climate Action Plan Implementation Ad Hoc Committee Terms of Reference.

**Motion Carried Unanimously**

## **D. PERSONNEL ITEMS**

None.

## **E. FINANCE AND LEGAL AFFAIRS**

### **E.1. Monthly Financial Report: May 2024**

Secretary-Treasurer Stride provided the report for information.

Trustees had questions of clarification.

## **E.2. Budget Change Report: May 2024**

Secretary-Treasurer Stride provided the report for information.

Trustees had questions of clarification.

## **E.3. 2025-2026 Annual Five Year Capital Plan**

Secretary-Treasurer Stride provided an update on the 2025-2026 Annual Five Year Capital Plan submission. It was explained that a request for Food Infrastructure Program (FIP) funding had been added to the plan since it was first presented at the Operations Policy and Planning Committee meeting in May 2024. Trustees had questions of clarification.

### **a. Major Capital Programs**

**Moved by** Trustee Paynter

That the Board of Education of School District No. 61 (Greater Victoria) approve the proposed Five-Year Capital Plan (Major Capital Programs) for 2025-2026, as provided on the Five-Year Capital Plan Summary for 2025-2026, for submission to the Ministry of Education and Child Care.

**Motion Carried Unanimously**

### **b. Minor Capital Programs**

**Moved by** Trustee Paynter

That the Board of Education of School District No. 61 (Greater Victoria) approve the proposed Five-Year Capital Plan (Minor Capital Programs) for 2025-2026, as provided on the Five-Year Capital Plan Summary for 2025-2026, for submission to the Ministry of Education and Child Care.

**Motion Carried Unanimously**

## **F. FACILITIES PLANNING**

### **F.1. Willows Elementary Child Care Addition**

Secretary-Treasurer Stride provided the memo for information.

Trustees and Partners had questions of clarification.

**F.2. Operations Update: June 2024**

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

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 Kwan

That the meeting adjourn.

**Motion Carried Unanimously**

The meeting adjourned at 8:41 p.m.

# Office of the Superintendent

*Deb Whitten – Superintendent*

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**To:** Operations Policy and Planning Committee  
**From:** Deb Whitten, Superintendent of Schools  
**Date:** September 16, 2024  
**RE:** **Draft Enhancing Student Learning Report**

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In the fall of 2020, the Ministry of Education passed the Enhancing Student Learning Reporting Order. The order requires that, each year, a board must submit to the Minister a report completed in accordance with the order by September 30; this year's deadline for submission has been extended to October 1, 2024. The Enhancing Student Learning Report (ESLR) brings a formalized approach to the planning and reporting of expectations for schools with a focus on enhancing student learning and success in literacy, numeracy, graduation, career and life goals, and students feeling welcome, safe, connected.

Staff (Senior Leadership Team and Department Directors/Principals/Vice Principals) have been working collaboratively to review and interpret the ESLR data and update the report. The 2024 – 2025 ESLR submission reflects the on-going commitment to operationalizing the District Strategic Plan, aligning District resources to support the work and using data to measure the success of our strategies.

Data is organized into three pillars: Intellectual Development, Human and Social Development and Career Development. Included in the 2024-2025 ESLR are four focus areas: Ongoing Data and Evidence Review, Ongoing Engagement, Alignment and Adaptations, and Improving Equity of Learning Outcomes for identified priority populations – Indigenous students, children and youth in care, and students with disabilities or diverse abilities. ESLR includes both required data sets as described by the Ministry of Education and Child Care, including data from the Foundations Skills Assessments (FSA), Grad Assessments, Student Learning Survey (SLS), 5-Year Completion Rate, Post- Secondary Transitions, as well as some local District data including Report Card data. While the ESLR is submitted to the Minister it is also designed with a view to informing the public about District goals and objectives.

The attached ESLR is a DRAFT document, and some sections may be updated prior to Board approval at the September 23, 2024, Board of Education meeting.

*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



**Greater Victoria**  
School District No. 61



# Enhancing Student Learning Report September 2024

In Review of Year 2023-2024 of the 2020-2025 Strategic Plan



Approved by Board on [date]



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## Section B: Moving Forward

### *Planning and Adjusting for Continuous Improvement*

#### Introduction: District Context

The Greater Victoria School District (the District) wishes to recognize and acknowledge the Esquimalt and Songhees Nations, on whose traditional territories we live, we learn, and we do our work. The District is advised by Four Houses to support the work of Indigenous Education and all Indigenous students within the District. The Four Houses that advise the District are Esquimalt First Nation, Songhees First Nation, The Metis Nation of Greater Victoria, and the Urban Peoples' House Indigenous Advisory.

The District is the largest of three school districts on lower Vancouver Island and spans the municipalities of Esquimalt, Oak Bay, Victoria, View Royal, and a portion of Saanich and the Highlands. The District provides quality education to 20,855\* students within 28 elementary schools, ten middle schools, and seven secondary schools, as well as two alternative sites. The District strives to improve learning outcomes for all students, with a focus on the following groups (also known in this report as priority students):

- 1,528 self-identified Indigenous students (7.33% of enrolled students)\*
  - Of these Indigenous students, 39 are Esquimalt Nation, 71 Songhees Nation, 410 are Métis, and 7 are Inuit
- 3,026 students with disabilities/diverse abilities (14.51% of enrolled students)\*
- 569 students who have ever been in care\*\*

Additionally, the District has 15 child care centres operating on school grounds, serving children ages zero to five, as well as six StrongStart centres. Each year, the District is also proud to host more than 1,000 International Students, and more than 650 adult learners through the Continuing Education Program. The District also offers a variety of Programs of Choice, including French Immersion.

\*As per the Ministry of Education & Child Care's (MoECC) 2023/24 Student Success data

\*\*As per the MoECC's 1701 final count in September 2023

#### Current Strategic Plan Priorities

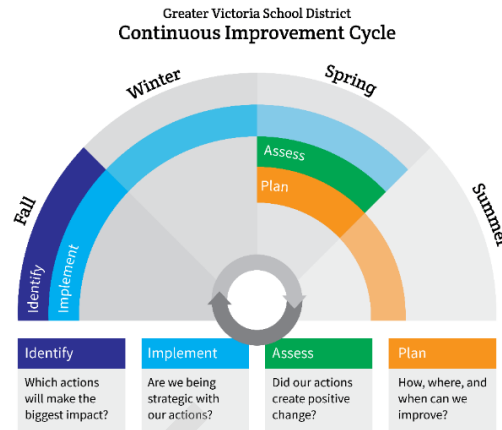
The District is guided by its 2020-2025 Strategic Plan, as detailed on the district website here: [sd61.bc.ca/our-district/plans](https://sd61.bc.ca/our-district/plans). The three main goals of the Strategic Plan are:

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

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

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

The District is committed to continuous improvement and recognizes that such efforts have a direct impact on student potential and achievement. **Figure 1** helps visualize our approach to continuous improvement as it relates to the school year cycle, outlining the need to *Identify* and *Implement* strategic actions during the fall and winter months, assess the *Impact* of those actions in the spring, and learn from that process to *Plan* for the next school year during



**Figure 1:** Continuous Improvement Cycle

### Looking Back on the Year: Effectiveness of Implemented Strategies

The District is proud to highlight successes for priority students which have improved learning outcomes and relate to the 2020-2025 Strategic Plan and the Equity in Action Framework (EIAF).

- Created a three-year Accessibility Plan in accordance with the Accessible BC Act.
  - *Goal 1 of Strategic Plan; Policy & Governance of EIAF*
- Actioned the Boards Child Care Policy that when selecting *new* child care providers for school grounds, that environments and programming are inclusive and foster Indigenous reconciliation.
  - *Goal 1 of Strategic Plan; Policy & Governance of EIAF*
- Focused on early years engagement and programming as an upstream approach to student achievement and well-being by increasing access to child care, adding 140+ spaces for 0-5 year olds and 250+ before/after school spaces, increasing family visits to StrongStart centres to 4,000+, and enriching transitions to Kindergarten by connecting early years educators.
  - *Goal 1 of Strategic Plan; Policy & Governance and Learning Environment of EIAF*
- Hired Multicultural Liaison Support Workers to provide transitional assistance to newcomer students. Schools have noticed families are better informed and have access to ongoing support.
  - *Goal 1 of Strategic Plan; Learning Environment of EIAF*
- Strengthened relationships with the Four Houses in collaboration with the Indigenous Education Department (IED) through active participation in regularly scheduled meetings, and attendance at LEA meetings.
  - *Goal 2 of Strategic Plan; Policy & Governance of EIAF*

- Adopted land-based programs at Craigflower Elementary, Shoreline Middle, Rockheights Middle, and Esquimalt Secondary in partnership with Indigenous Education Department (IED) and Human-Nature Counselling Society.
  - *Goal 2 of Strategic Plan; Learning Environment of EIAF*
- Created opportunities specifically for Indigenous Students to explore career pathways (e.g. Indigenous Learners Day, Police Springboard Day).
  - *Goal 2 of Strategic Plan; Learning Environment of EIAF*
- Provided targeted literacy supports in ten priority schools with a focus on Indigenous students (Year 3 of the K-5 Literacy Plan) and extended support to all 28 elementary schools through inquiry projects and grants, resulting in increased teacher collaboration, growth in literacy learning, and student engagement.
  - *Goal 2 of Strategic Plan; Learning Environment of EIAF*
- Established Children and Youth In Care (CYIC) Standard of Practice which includes publishing three reports per year and completed personalized support plans for every CYIC, while continuing to work with the IED to support Indigenous CYIC.
  - *Goal 2 and 3 of Strategic Plan; Policy & Governance of EIAF*
- Implemented overarching support for schools including Non-Violent Crisis Intervention Training which has resulted in boosted staff confidence and skill, fewer incidents, and increased stories of success.
  - *Goal 3 of Strategic Plan; Policy & Governance of EIAF*
- Facilitated 14 schools to access mental health and wellness grants focused on student voice while supporting the First Nations Mental Wellness Continuum Framework.
  - *Goal 3 of Strategic Plan; Learning Environment of EIAF*

### Existing and/or Emerging Areas for Growth

Based on MoECC data provided, we have identified the following growth areas within the District's Strategic Plan to ensure continuous improvement of student experiences.

- **Increase completion rates:** A gap in achievement exists for students with a MoECC behaviour designation (IBI & MBS), especially when these students are also CYIC and/or of Indigenous ancestry. Expanding the continuum of options for personalized programming for priority students and increasing the confidence and competence of staff who are supporting students with complex and challenging behaviours can help address this need. These will be priority areas of focus and can be addressed through professional learning for administrators and School-Based Teams/case managers, as well as exploring shifts to existing programming options to better serve and support priority students with behaviour designations in the early years.
- **Increase literacy rates:** Based on FSA and School Data (Student Development Benchmark App and CSL Tool), growth could be made to the percentage of all students proficient in reading and writing, with a priority focus on Indigenous students.

Improvement could be achieved through the development of multi-tiered support systems including collaborative inquiry, small group and 1-1 intervention, as well as collaborating with Songhees and Esquimalt First Nations Student Success coordinators, IED, and the Four Houses to align literacy practices with after-school programs.

- **Enhancing student-led mental health initiatives:** The 2023 BC Adolescent Health Survey notes that 40% of District students rate their mental health as “Fair” or “Poor”. The District plans to continue partnering with students in leading mental health and wellness initiatives in schools including hosting the second annual student-led Mental Health Fair, expand action grants to schools, and expand the Youth Wellness Clinics to high schools in partnership with Island Health.
- **Improve participation in dual credit or experiential career education activities:** 1701 data and data from the Four Houses suggests there are areas of growth for both participation rates and the amount of available opportunities. The District aims to close these support gaps through continued communication with families, and collaboration between the Career Education team and IED to create culturally responsive and inclusive experiential learning opportunities.
- **Increase Grade 10 and 12 satisfaction levels regarding how school is preparing students for their career and life goals:** Student Learning Survey (SLS) reports 60% of Grade 12 students are satisfied (“Sometimes,” “Most of the Time,” or “All of the Time”) that school is preparing them for a job in the future. The District will continue to create specific opportunities related to students’ goals and empower all teachers to become culturally responsive Career Influencers by making connections between course work and students’ skills, interests, and values. This includes promoting relevant careers through IED and in relation with the Indigenous Education Council.
- **Enhance assessment practices:** Anecdotal feedback from our learning community including the Four Houses, IED, and community partner organizations (ICA, VICCIR and VIRCS), have signaled a need for more engagement with stakeholders to improve assessment practices that align with provincial guiding documents (Primary Program), such as offering collaborative working sessions to explore literacy strategies and assessment practices, awareness of implicit bias, promoting cultural relevance, and including Indigenous worldviews and perspectives.
- **Reframing Kindergarten ‘readiness’:** Based on increasing family participation in the Kindergarten Welcome Process and feedback from families, the District aims to shift pedagogy from “are children ready for school” to “are schools ready for all children” by aligning school-based teams, classroom-based Early Childhood Educators (ECEs), child care providers, and Kindergarten teachers through a professional collaboration series in partnership with the Four Houses.

## Ongoing Strategic Engagement (Qualitative Data)

The District engages local First Nations Rightsholders, students, families, community members, and third parties when considering continuous improvement for student learning outcomes. The engagement process begins by asking how the Four Houses would like to engage, and then working through IED as a conduit. The District seeks the Four Houses' guidance on how to best support their children, youth, and families.

The District follows the International Association of Public Participation (IAP2) Foundations and Spectrum of Public Participation framework when developing engagement strategies and plans. Depending on the type of project and scope, engagement can take shape in many ways. For larger projects requiring consultation from a variety of groups including the broader public, engagement may be conducted through open houses, workshops, and online surveys. Other means of gaining public input can occur through the Public Board of Education and Committee Meetings, submissions through our website contact forms, and feedback channeled through Parent Advisory Councils.

The District recognizes it is important to be inclusive and transparent throughout an engagement process and ensure anyone who may be affected by a decision can provide informed input on the potential outcome. A key consideration in engagement planning is accessibility and reducing barriers for all community members to participate. Some strategies include translating materials into different languages and utilizing various communication tools or platforms to adapt to the active participant's needs.

After conducting an engagement, the District reports back on the public's opinions through the District website, school channels, and/or social media. Feedback on the process itself is also considered as a means for continuous improvement.

Examples of engagements from the past year include:

1. **Indigenous Education Department:** IED provides the bridge for authentic consultation between District departments and the Indigenous community. This allows for clear and respectful engagement to review matters relating to the use of facilities, the elements and considerations of land use, and protocols to be considered and maintained. Once the District receives project approval from the MoECC, IED works closely with Departments to support the project through a culturally responsive framework that upholds the commitments of the TRC, DRIPPA and the relationships that the District has with the Indigenous communities that they serve.
2. **Accessibility Plan:** Public engagement was conducted to identify barriers to accessibility and create a plan to address them. The process considered Indigenous students and the broader Indigenous community through consultation with IED and the Indigenous representative on the Accessibility Advisory Group. Feedback was used to create a three-year accessibility plan and improve the reporting function of



accessibility barriers. The plan will also be reviewed with the Indigenous Education Council for further considerations.

3. **Child Care:** Engagement was conducted with our child care providers and school-based Early Childhood Educators through an online survey and bi-monthly meetings with targeted questions and barriers to work through. The goal was to determine the viability of integrating 0-5 child care into the K-12 education system. Distinctions-based data was examined within the child care settings, as was the child care inclusion model and disparities between the Community Assisted Living Act and the School Act. Data and information were shared with the district to inform strategic and operational planning for child care on school grounds.

### Adjustment and Adaptations: Next Steps

The below table identifies examples of strategies within the District's Strategic Plan that have been maintained or adjusted based on the District's needs, feedback from Indigenous communities, and/or data and street level evidence to better serve priority students.

#### **In Relation to Goal 1 of the Strategic Plan:**

1. New strategy to increase student voices for all students, with a priority focus on Indigenous students, CYIC, and students with disabilities or diverse abilities.
2. Based on student responses to Career Education questions within the SLS report, we will maintain current strategies to ensure students are connecting with their Career Centres to help them explore career opportunities and plan for the future. The SLS informed us that 91% of students know where their Career Centre is located, 87% have participated in at least one career education event, 89% have a plan for the future (employment, education, or trades training/apprenticeship).
3. Adjusted strategy to support K-5 numeracy in elementary schools (resource development, assessment strategies and tools, collation to share out to schools) by adding a 0.1 role.

#### **In Relation to Goal 2 of the Strategic Plan:**

1. Continue to collaborate and strengthen relationships with local Nations, Indigenous educators, Indigenous community leaders, Elders, and families with IED to enhance student learning and opportunities.

#### **In Relation to Goal 3 of the Strategic Plan:**

1. The District has shifted to job-embedded, school-based collaboration to provide professional development opportunities for staff that is more strategic and overarching. Examples include literacy inquiry grants, targeted funding to support Physical Health Education (PHE) secondary teachers with mental health curriculum, mental health student-voice grants, Indigenous-focused Grad requirement

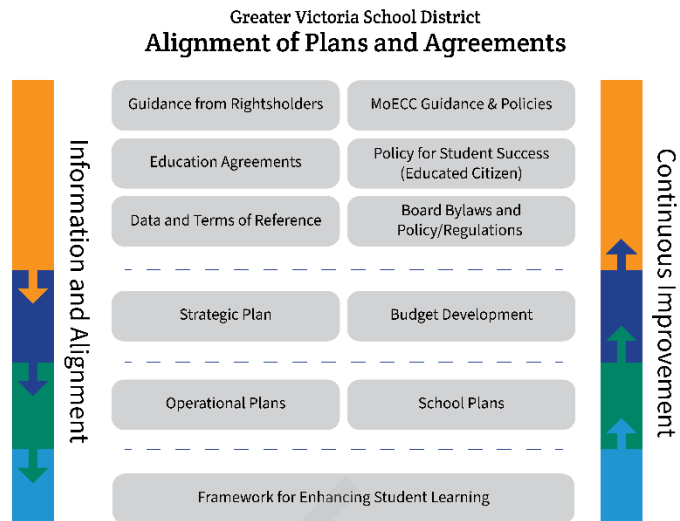
- implementation, early years teachers and School Based Team (SBT) collaboration, Early Learning Framework implementation for child care providers, and CUPE mentor roles.
2. Due to budget constraints and previous years' funding, physical literacy has not been a priority this school year. This adjusted strategy relies on investment from previous years with the expectation that we have built sufficient capacity to sustain us until further budget can be allocated.
  3. Maintain collaboration with the Ministry of Children & Family Development with a focus on reducing/removing system barriers to information sharing, in order to better partner on shared planning.
  4. Continue to engage and collaborate with staff and families to encourage awareness of and engagement in physical literacy and mental health literacy through publicly shared Mental Health & Wellness Snapshots.

### Alignment for Successful Implementation

The District supports successful implementation of strategic priorities through a variety of ways, for example:

1. **Professional Development:** To fulfill the MoECC's 2015 direction, the District schedules a professional development day in May to focus on enhancing Indigenous student achievement and integrating Indigenous world views and perspectives into learning environments. For the past three years, this day is known as the Indigenous Film and Storytelling Festival and is the product of collaboration of the District Planning Committee (IED, GVTA, CUPE, PVP, and Exempt staff) and guided by the Elders Advisory Council and Four Houses).
2. **Knowledge Sharing:** Every month, school administrators and district leadership staff meet to reiterate priorities, communicate changes in processes, celebrate wins, and remind schools of deliverables. This is an effective way to leverage the expertise and passion in the room to ensure consistency across schools and provided leadership through decision-making or, alternatively, to re-allocate resources to ensure priorities are being met and student outcomes are maintained at the forefront. Oftentimes a strengthening of alignment transpires during these discussions between school plans, budget development, operational plans, and facilities plans.
3. **Engagement:** Every year, the budget process includes public engagement that supports in identifying areas that are most important to local First Nations Rightsholders, students, staff, and the broader community. As the District is currently operating in a deficit, existing funds and resources were re-allocated this year to better fit priorities and align efforts amongst different plans at different levels.

Due to the size of the District, there are many plans, agreements, and reports that inform our work at every level of the organization. **Figure 2** illustrates how information is filtered and how continuous improvement can be woven in as priorities shift or resources are re-allocated to best support strategies that positively impact students.



*Figure 2: Alignment of Plans, Agreements, and Reports*

## Conclusion

Our Enhancing Student Learning Report is guided by our District mission, vision, and core values, and is grounded in evidence, research, local context, and incorporates Indigenous knowledge and perspectives. The Report reflects our District's Strategic Plan and a deep commitment to continuous improvement for all children with a focus on our priority students of which include Indigenous students, children in youth and care, and students with disabilities or diverse abilities.

We commit to improving student achievement, well-being, and belonging, as well as closing the equity and opportunity gaps that exist between Indigenous and non-Indigenous students by furthering Goal 2 of the Strategic Plan and signaling reconciliation with the Four Houses.

Local Education Agreements, Education Agreements, Local Terms of Reference, activation of distinctions-based data, Equity Scan and guiding documents including Truth and Reconciliation Calls to Action, Declaration of the Rights of Indigenous Peoples Act Action Plan, and the BC Tri-Partite Agreement guide our journey through collaborative and transparent processes.

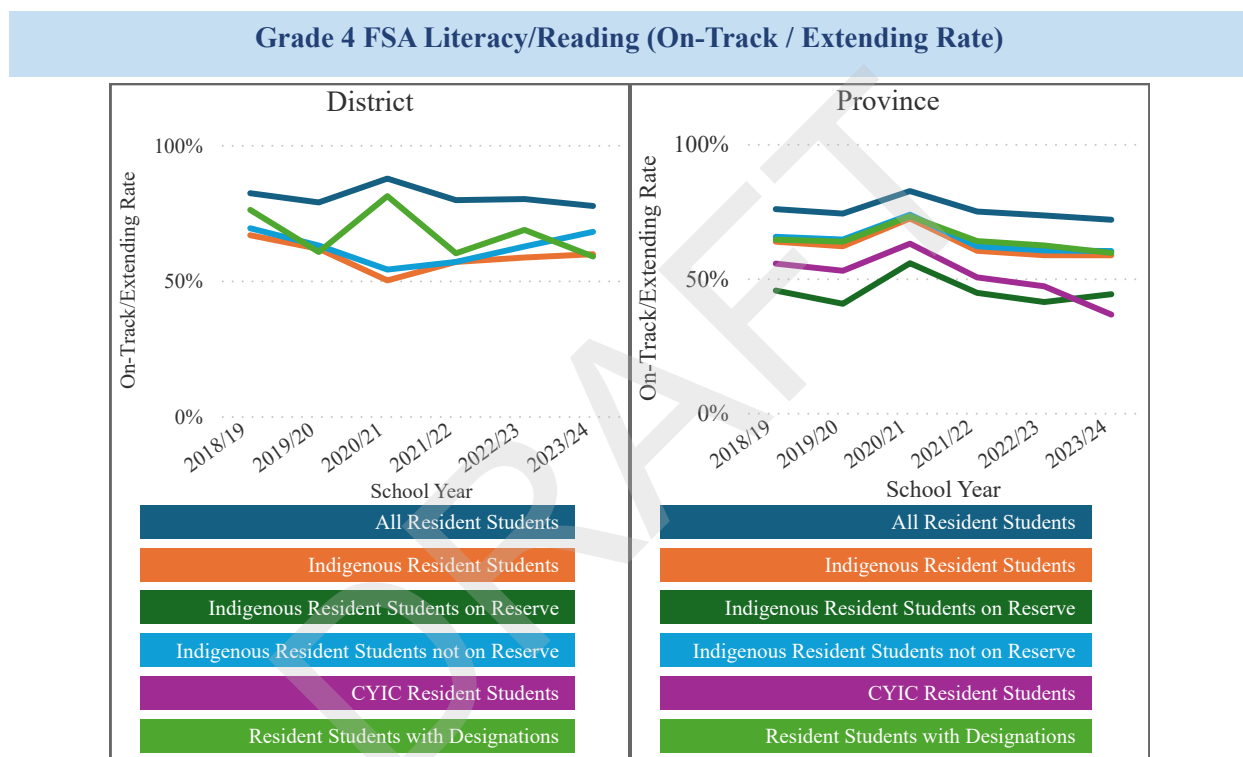
## Section A:

### *Reflecting on Student Learning Outcomes*

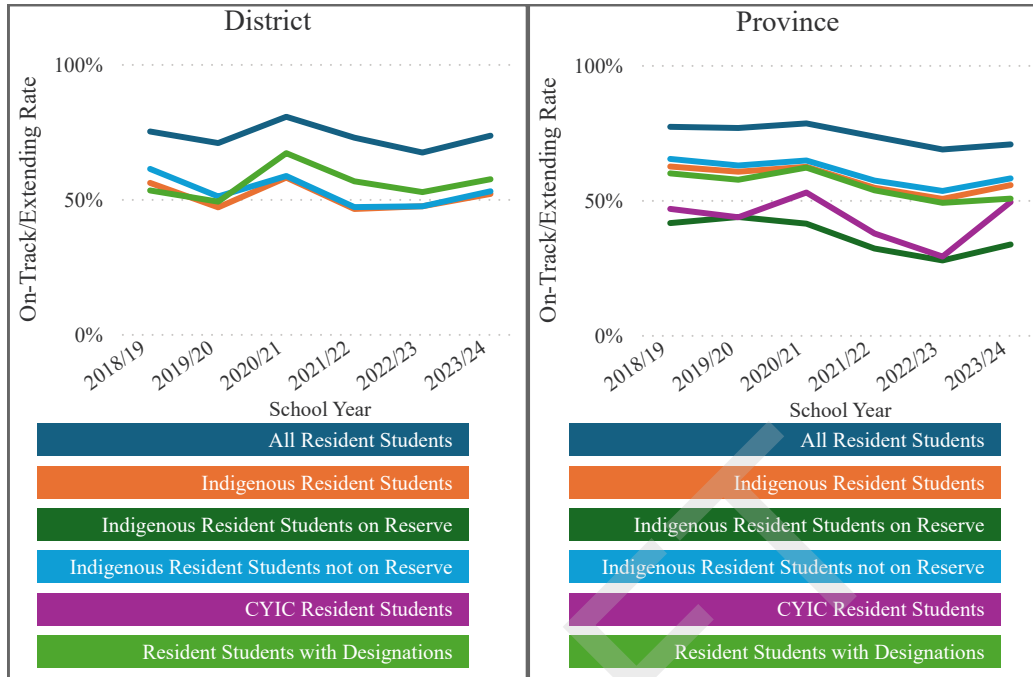
#### Intellectual Development

#### Educational Outcome 1: Literacy

##### *Measure 1.1: Grade 4 & Grade 7 Literacy Expectations*

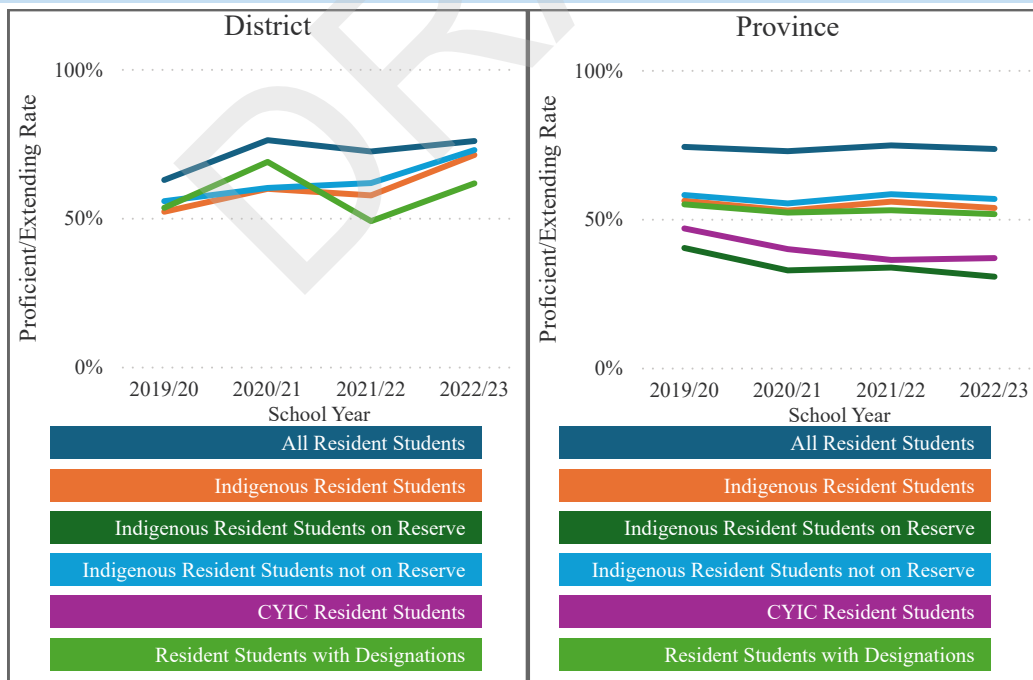


### Grade 7 FSA Literacy/Reading (On-Track / Extending Rate)



### Measure 1.2: Grade 10 Literacy Expectations

### Grade 10 Grad Assessment Literacy (Proficient / Extending Rate)



## Analysis and Interpretation

*Outcome 1: Literacy*

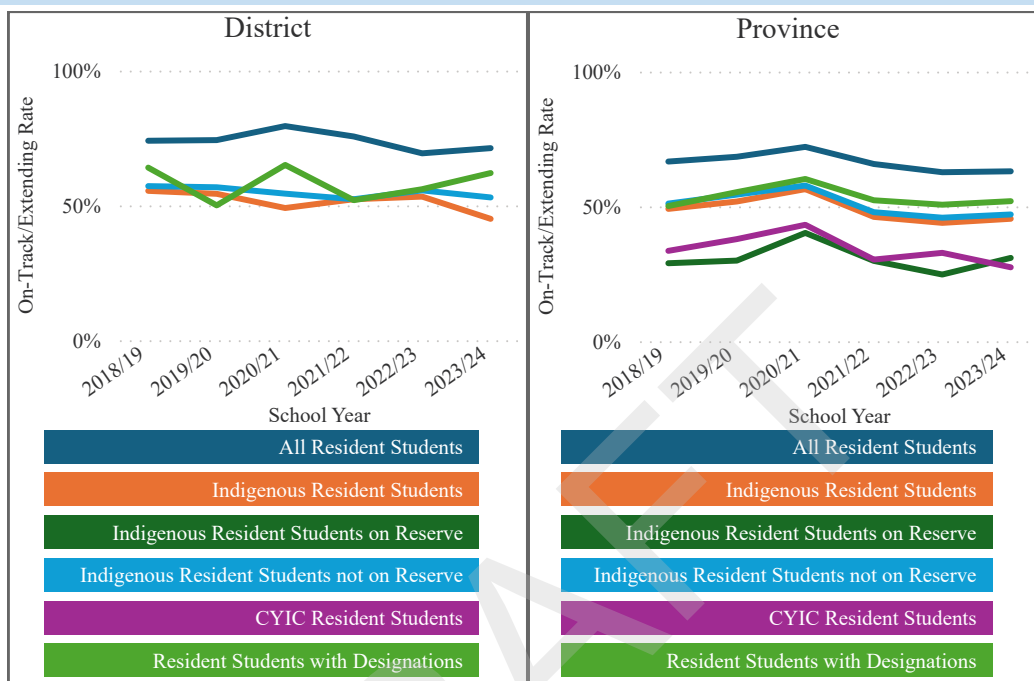
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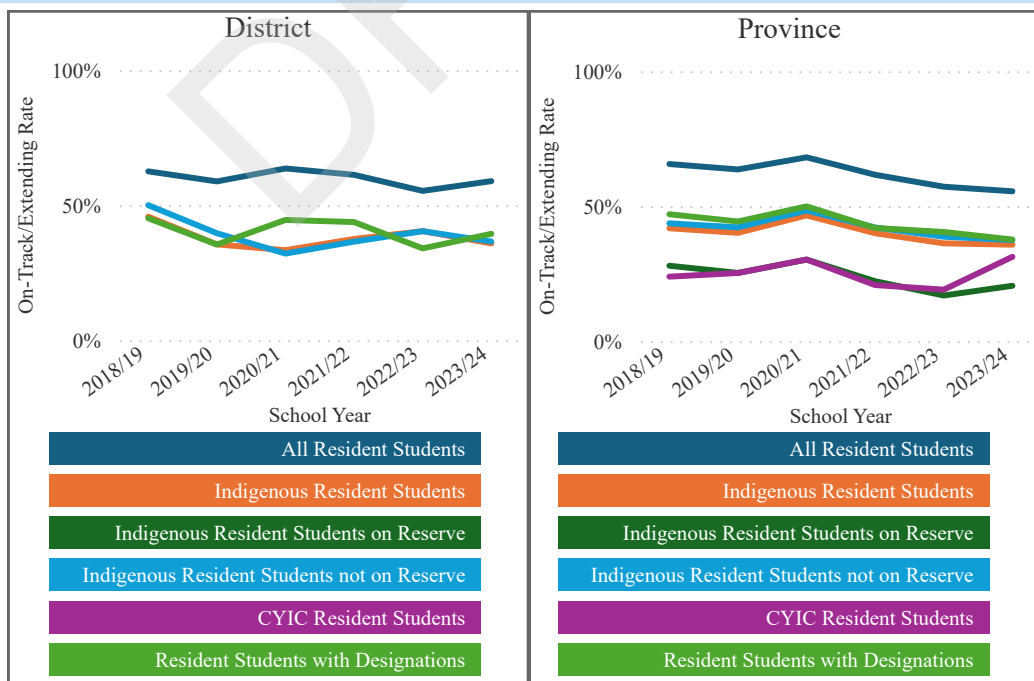
## Educational Outcome 2: Numeracy

### Measure 2.1: Grade 4 & Grade 7 Numeracy Expectations

#### Grade 4 FSA Numeracy (On-Track / Extending Rate)

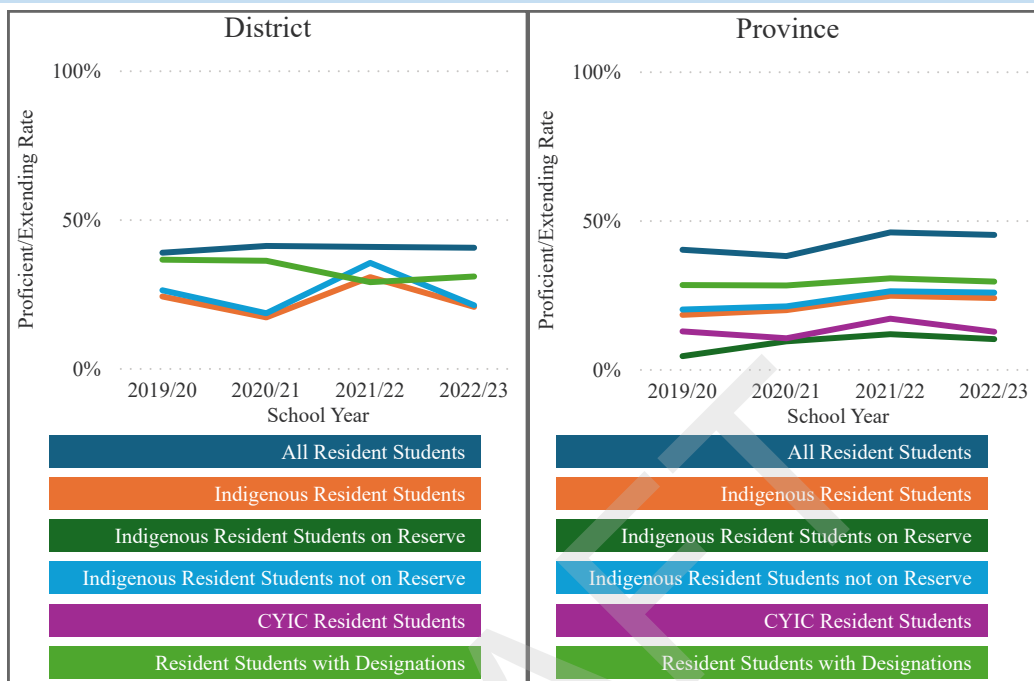


#### Grade 7 FSA Numeracy (On-Track / Extending Rate)



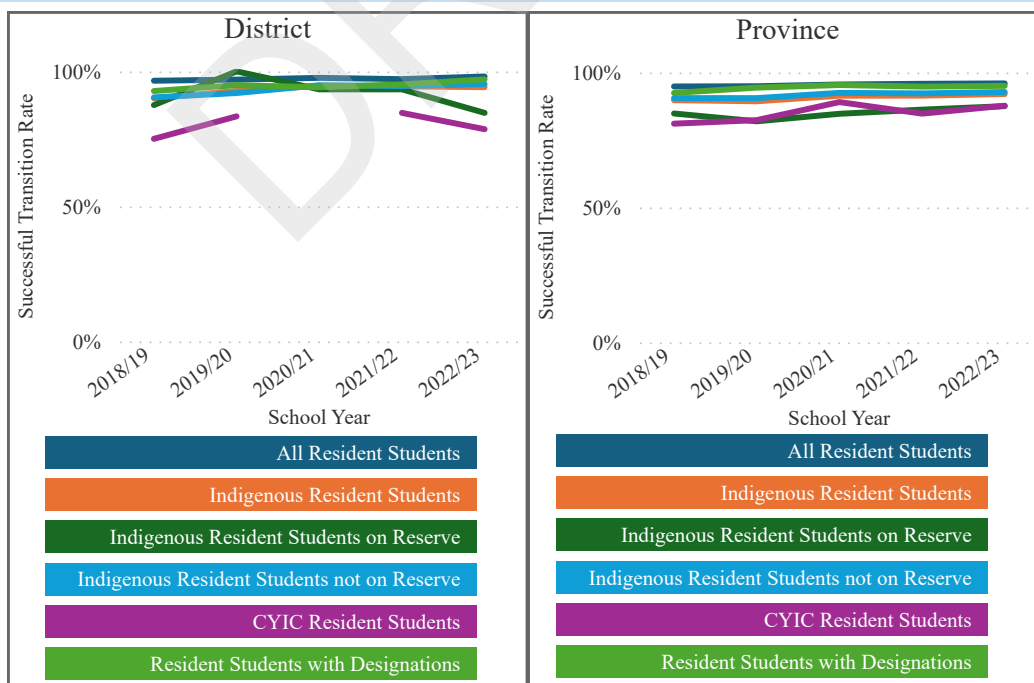
## Measure 2.2: Grade 10 Numeracy Expectations

### Grade 10 Grad Assessment Numeracy (Proficient / Extending Rate)

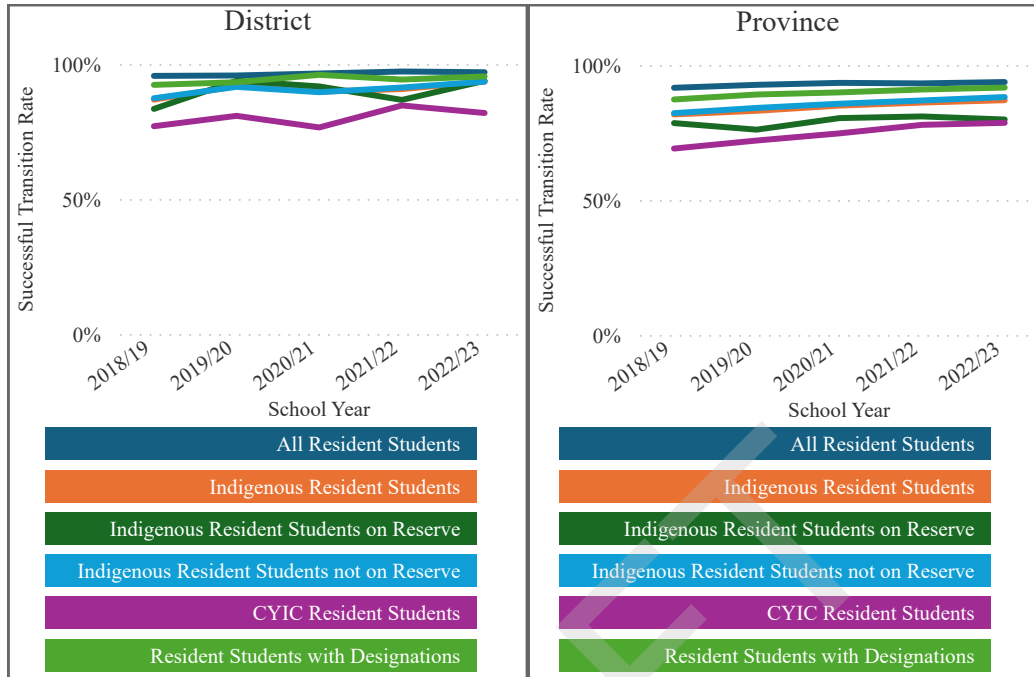


## Measure 2.3: Grade-to-Grade Transitions

### Grade 10 to 11 Transition Rate



## Grade 11 to 12 Transition Rate



## Analysis and Interpretation

*Outcome 2: Numeracy*

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## Intellectual Development Summary

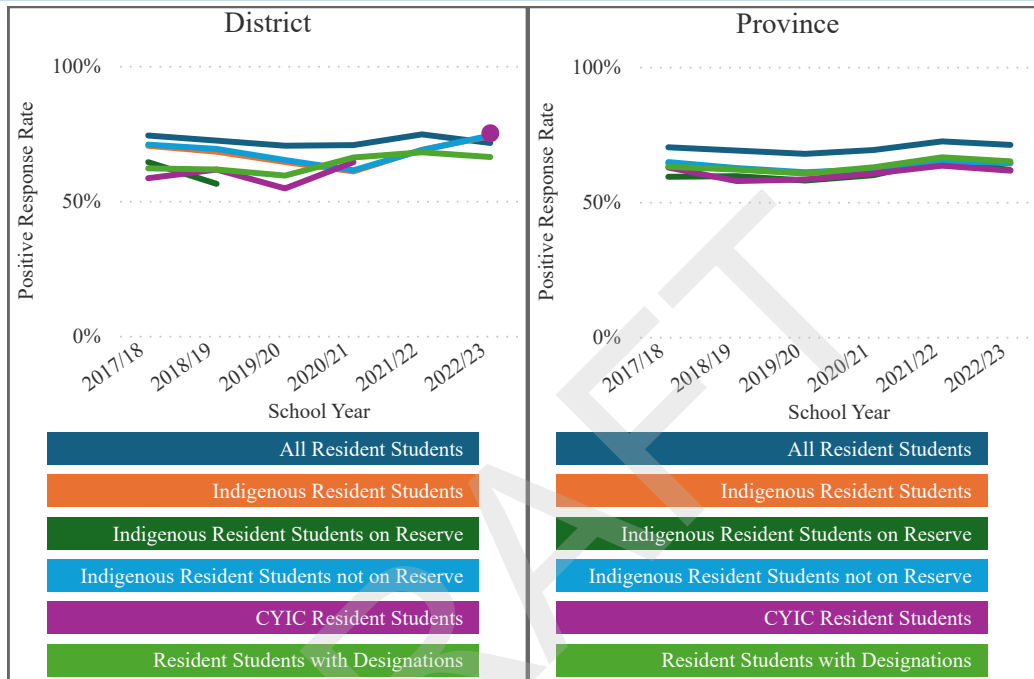
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## Human and Social Development

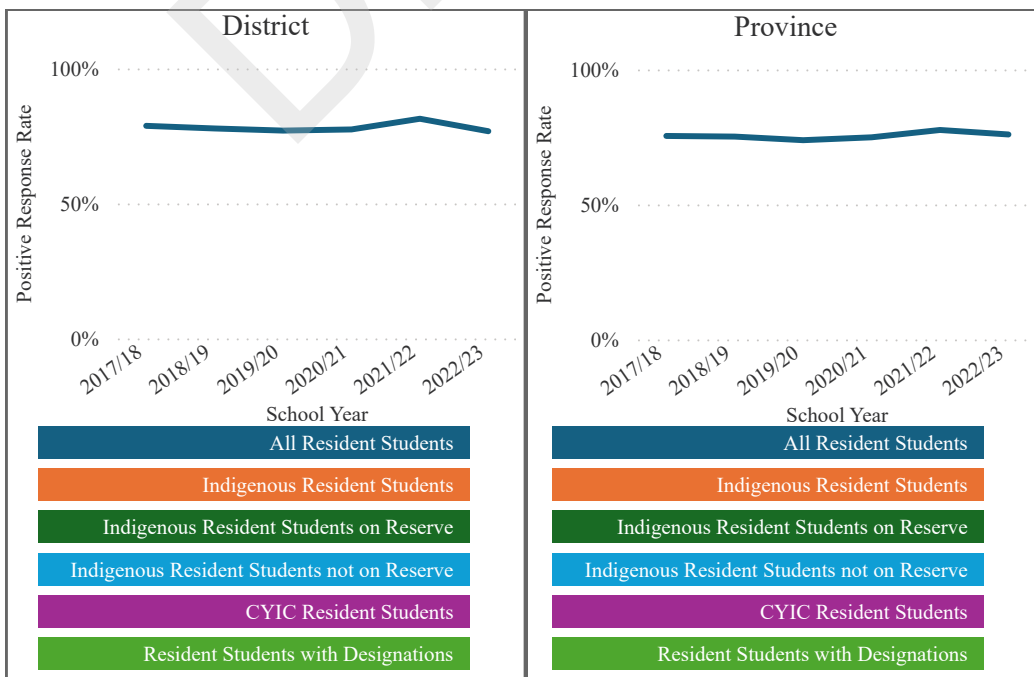
### Educational Outcome 3: Feel Welcome, Safe, and Connected

*Measure 3.1: Students Feel Welcome and Safe, and Have a Sense of Belonging at School*

#### Feel Welcome (Positive Response Rate for Grades 4, 7, and 10)

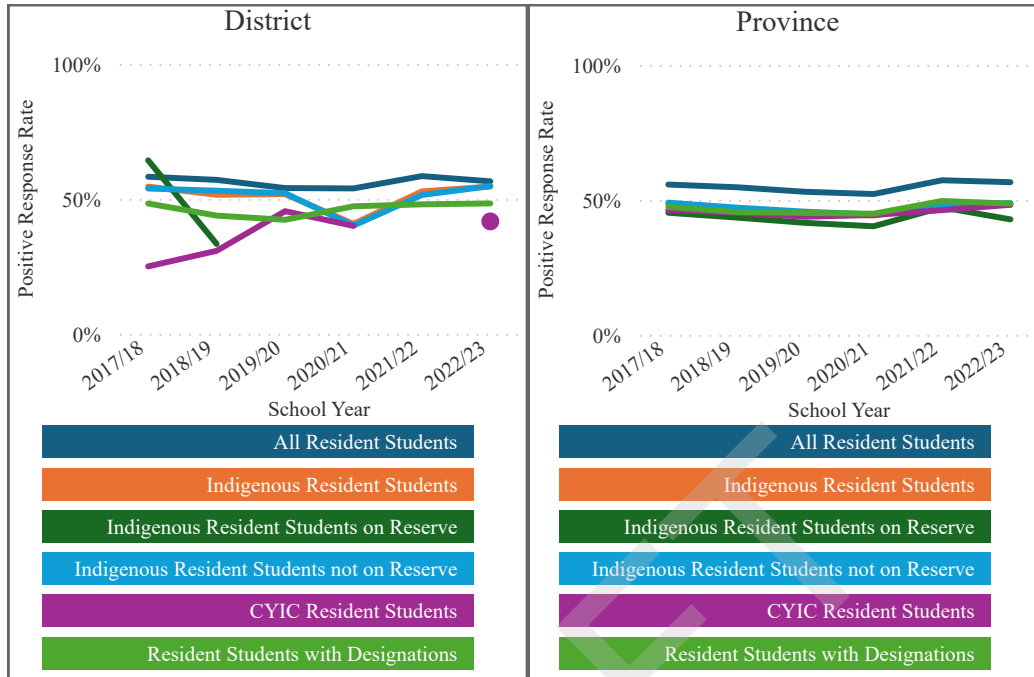


#### Feel Safe (Positive Response Rate for Grades 4, 7, and 10)



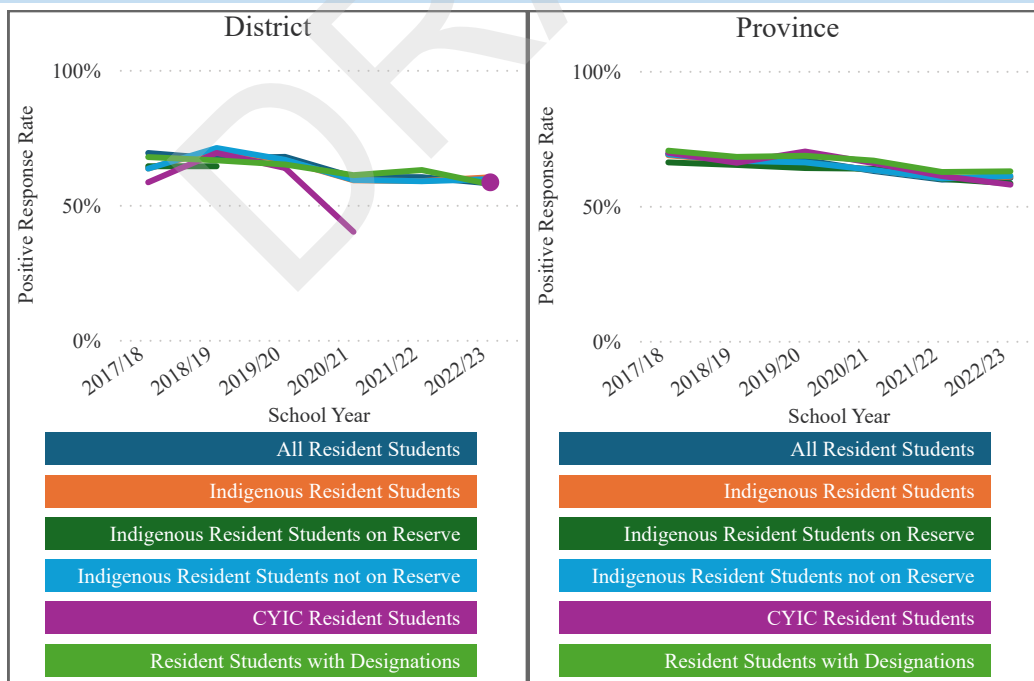


### Sense of Belonging (Positive Response Rate for Grades 4, 7, and 10)



### Measure 3.2: Students Feel that Adults Care About Them at School

### 2 or More Adults Care (Positive Response Rate for Grades 4, 7, and 10)



## Analysis and Interpretation

*Outcome 3: Students Feel Welcome, Safe, and Connected*

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## Human and Social Development Summary

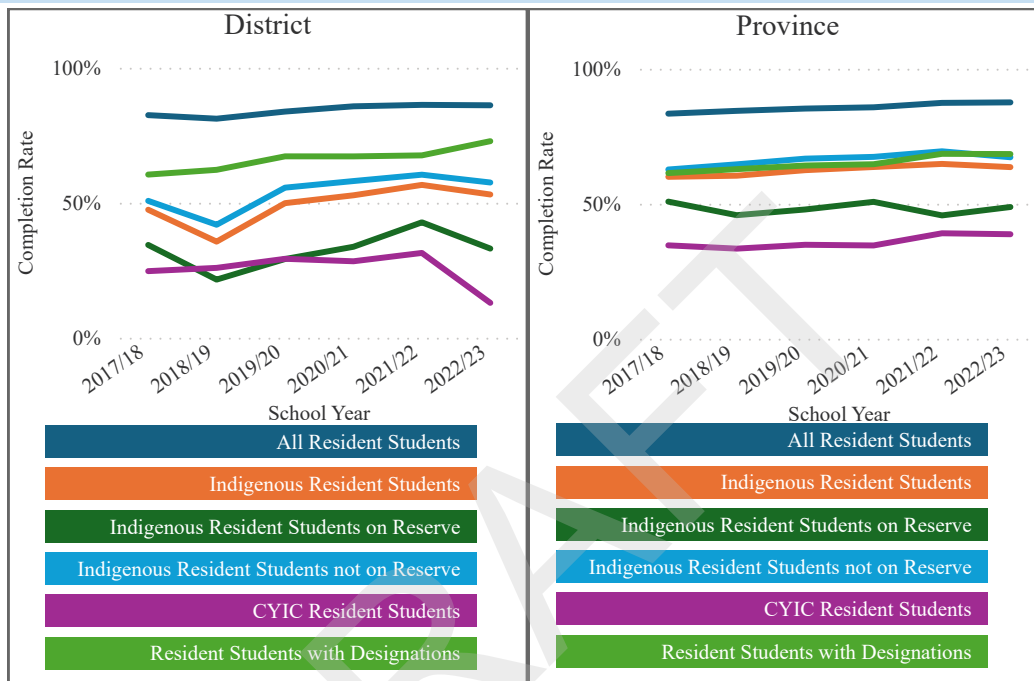
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## Career Development

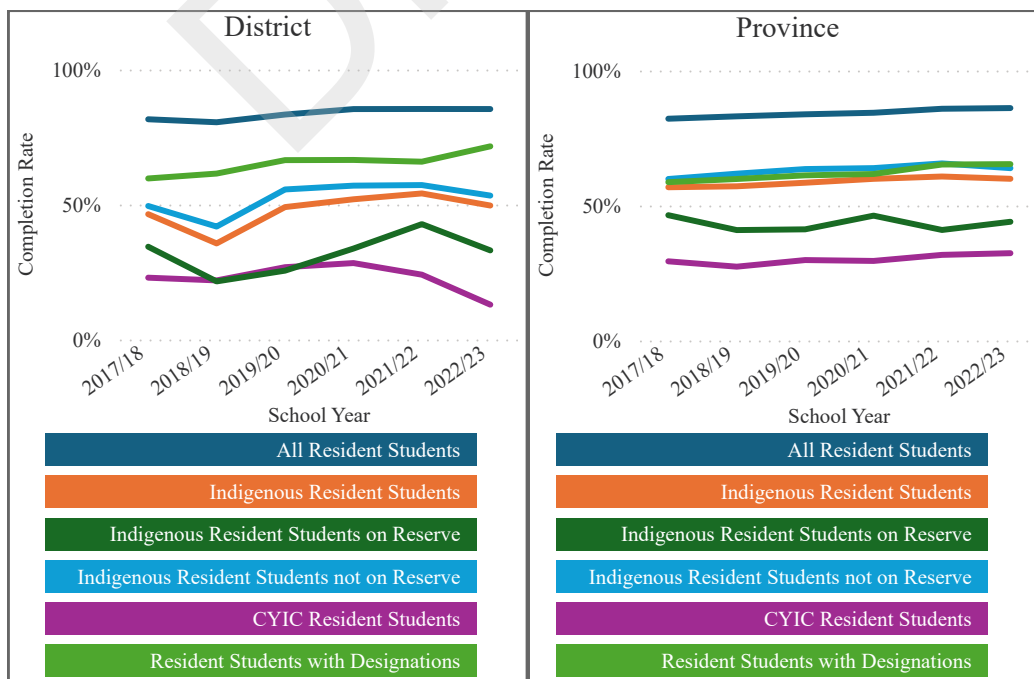
### Educational Outcome 4: Graduation

*Measure 4.1: Achieved Dogwood within 5 Years*

#### 5-Year Completion Rate (Dogwood & Adult Dogwood)



#### 5-Year Completion Rate (Dogwood Only)



## Analysis and Interpretation

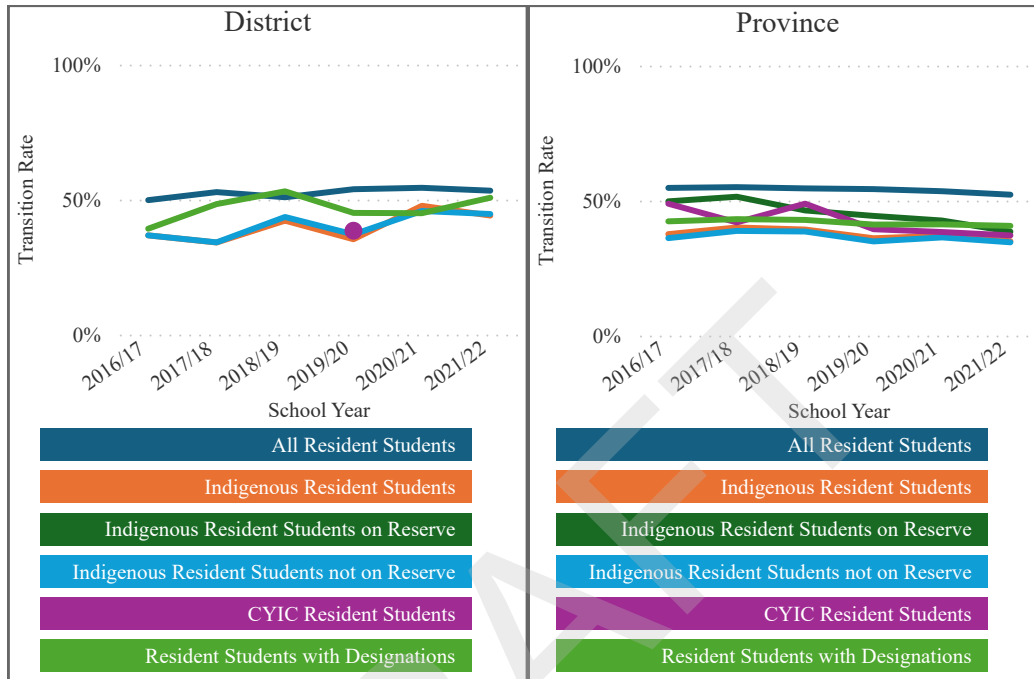
*Outcome 4: Graduation*

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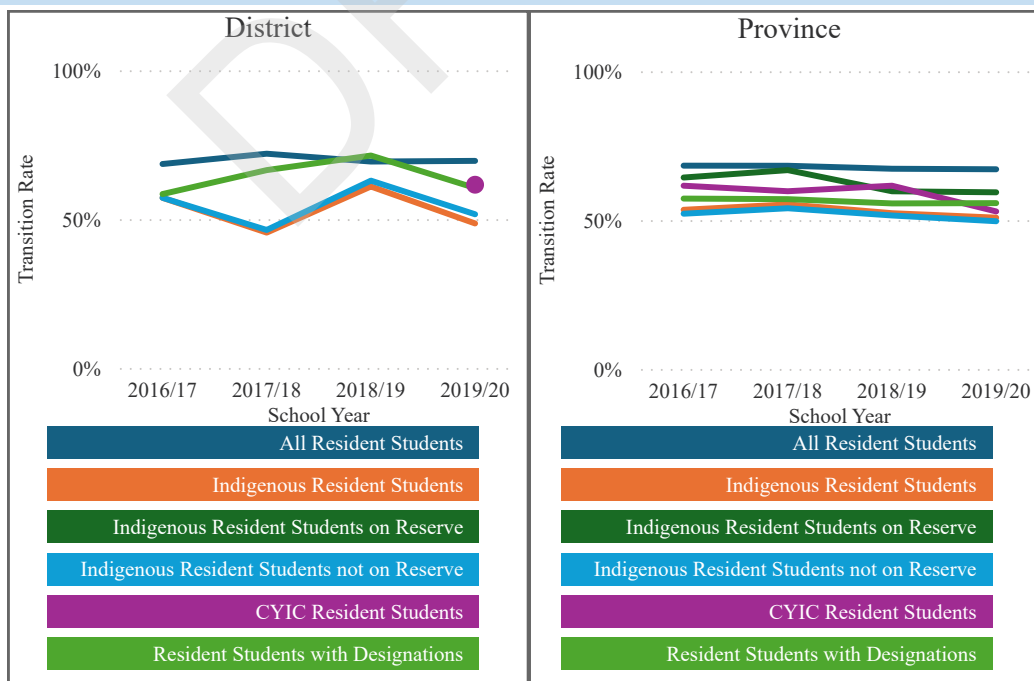
## Educational Outcome 5: Life and Career Core Competencies

### Measure 5.1: Post-Secondary Transitions

#### Transition Rate to BC Public PSI (Immediate)



#### Transition Rate to BC Public PSI (Within 3 Years)





## Analysis and Interpretation

*Outcome 5: Post-Secondary Transitions*

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## Career Development Summary

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# Appendix

## Section B

### Educational Outcome 1: Literacy

#### Measure 1.1: Grade 4 & Grade 7 Literacy Expectations

Additional Local Data Used to Inform Planning and Reporting

CSL Report Data - Grades K-8 – 2023-24 School Year

	Term 1		Term 2		
Grade	% of Students Emerg/Dev	% of Students Prof/Extend	% of Students Emerg/Dev	% of Students Prof/Extend	Increase % Prof/Extend
K	36	64	33	67	3
1	43	57	40	60	3
2	47	53	42	58	5
3	44	56	41	59	3
4	48	52	46	54	2
5	48	57	40	60	3
6	38	62	35	65	3
7	38	62	34	66	4
8	37	63	34	66	3

### Educational Outcome 5: Life and Career Core Competencies

#### Measure 5.1: Post-Secondary Transitions

PSI Immediate Transition (up to 2021/22) and PSI Transition Within 3 Years (up to 2019/20)

- Consideration: On the 2023-2024 Student Learning Survey, 73% of our grade 12 students indicated they planned to transition to a college or university after high school. This tells us that our students have been creating goals and plans for transitions after high school. The wonder is when and why these plans change post-grade 12 graduation.
- Our street data also indicates that many students are accepted to post-secondary institutions outside of BC.
- Consideration: students who join the skilled trades workforce and begin an apprenticeship, may work to gain experience, then transition after three years. This still represents a successful transition, the Educated Citizen, and a person who should have pride in their journey and accomplishments.

# Office of the Secretary-Treasurer

School District No. 61 (Greater Victoria)  
556 Boleskine Road, Victoria, BC V8Z 1E8  
Phone (250) 475-4117 Fax (250) 475-4112

*Katrina Stride – Secretary-Treasurer*

TO: Operations Policy and Planning Committee  
FROM: Katrina Stride, Secretary-Treasurer  
DATE: September 16, 2024  
RE: **Willows Elementary Child Care Update**

## **Willows Elementary Child Care Update**

Considering the Ministry mandate to ensure access to affordable, quality, inclusive child care as a core service for families, the District continues to work toward securing exclusive use child care spaces at all Elementary Schools. The District applied for, and was successful at securing funds to create exclusive use child care spaces at Willows Elementary. In response to the urgent demand for increased access to before and after school care for children attending Willows Elementary, the District procured a provider through a competitive Request for Proposal process, to open onsite child care for the school community. Over the summer, the District adapted and licensed two unused classrooms and the school gym to use for before and after school care. The new spaces at Willows Elementary are now in operation. The current child care provider offering care at Willows Elementary is renting the space on a 10-month license of occupation.

The District of Oak Bay also provides child care services for the families of Willows Elementary operated out of the Neighbourhood Learning Centre (NLC) at Oak Bay High School.

The two child care providers offering care for the school community coordinated their services to best support families requiring care. Students in Kindergarten and Grade 1 attend care at Willows Elementary and students in Grades 2 to 5 attend care at the Oak Bay High School NLC.

Although the new spaces helped to reduce the demand for before and after school care, both providers continue to maintain waitlists.

## **Consultation Summary for Future Exclusive Use Child Care at Willows Elementary**

A community engagement evening was scheduled at Willows Elementary on June 5, 2024. Prior to this date, an information package was distributed to the Willows Elementary School community through email and information was dropped off at neighboring residences. Community members, families and staff attended the June 5, 2024 evening session to receive information and provide feedback. Additional information and feedback were collected through the District community engagement email address for the duration of June, 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.*

Three key themes were prevalent within the feedback received at the consultation evening and through the community engagement inbox:

- There is an urgent need for before and after school care for the Willows Elementary School community.
- There is a desire to preserve the green space at Willows Elementary School.
- There is concern about the disruption of school operations during the proposed construction of exclusive use spaces.

### **Next Steps**

Facilities Services and the Acting District Principal, Early Learning and Child Care will continue to work with the architect on the design for child care spaces at Willows Elementary School in consideration of the feedback received from the Willows Elementary School community.

# Office of the Secretary-Treasurer

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556 Boleskine Road, Victoria, BC V8Z 1E8  
Phone (250) 475-4117 Fax (250) 475-4112

*Katrina Stride – Secretary-Treasurer*

TO: Operations Policy and Planning Committee  
FROM: Katrina Stride, Secretary-Treasurer  
DATE: September 16, 2024  
RE: **Multi-Year Financial Plan 2024-2027**

## **Ministry of Education and Child Care (the Ministry) - Financial Planning and Reporting Policy**

The Ministry's Financial Planning and Reporting Policy provides greater transparency and accountability for the planning and reporting of the financial resources managed by boards of education (boards). The Policy requires boards to develop, implement and provide to the ministry multi-year financial plans to show how they will use their funding and resources to support their strategic objectives and operational needs with a focus on improving student educational outcomes for all students.

The Policy does not change or impact bylaw processes or annual budget processes established in the School Act. The Policy is outside the scope of a board's annual budget. Each board may establish their own approval process for multi-year financial plans. However, while there is no formal board approval required for a multi-year financial plan, the Ministry expects there should be some fulsome discussion with the board regarding the content and direction in the plan. Preferably, there should be mention in board minutes that a discussion took place, and the board agrees with the content and direction of the multi-year financial plan.

## **2024-2025 Annual Budget Development Process**

As part of the 2024-2025 annual budget development process, a draft multi-year financial plan for 2024-2027 was presented. The plan presented included a number of budget assumptions, but did not include the final budget decisions that were made by the Board in April 2024.

## **Multi-Year Financial Plan 2024-2027**

Starting with the Draft Multi-Year Financial Plan 2024-2027 presented in April 2024, the Multi-Year Financial Plan 2024-2027 was developed. When developing the multi-year financial plan, various budget assumptions were made. Budget assumptions are made based on historical knowledge, experience, and the unique circumstances surrounding our District. Projections become less certain further into the future due to unknown changes in Ministry funding, inflationary pressure, and enrolment.

The Multi-Year Financial Plan 2024-2027 reflects updated budget assumptions and the impacts of the one-time and ongoing budget decisions that were made by the Board in April 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.*

The multi-year financial plan includes the following assumptions:

- Provincial grant revenue and the related instruction expense is based on projected enrolment submitted to the Ministry in February 2024. Enrolment is projected to increase by 82 FTE in 2025-2026 and a further 41 FTE in 2026-2027.
- Operating grant and special labour settlement grants relative to bargained salary increases and the cost-of-living adjustment (COLA) that were announced by the Ministry are included in revenue in the 2025-2026 and 2026-2027 Projected Annual Budgets. Special labour settlement grants announced following the approval of the 2024-2025 Annual Budget are rolled into the operating grant in subsequent years.
- Ministry per pupil funding has been held constant at the rates announced in March 2024 for 2025-2026 and 2026-2027. Per pupil funding is not expected to increase beyond what is needed to offset labour settlement increases.
- International student enrolment is expected to decline over the next two years due to a change in the projected demographic in schools. A reduction of 10 FTE has been included in 2025-2026, and a further reduction of 35 FTE has been included in 2026-2027.
- The full year tuition fee for international students is \$16,500 for 2024-2025, and \$17,000 for new 2024-2025 applications received after March 31, 2024. No further fee increases have been built into 2025-2026 or 2026-2027.
- Other revenues will remain unchanged in 2025-2026 and 2026-2027.
- Collective agreements expire on June 30, 2025. As we do not know the salary increases for July 1, 2025 and beyond, no salary increases or Ministry funding have been built into 2025-2026 and 2026-2027.
- Expenses related to bargained salary increases and cost-of-living adjustments ("COLA") in 2024-2025 are included in the 2025-2026 and 2026-2027 Projected Annual Budgets, but no salary increases beyond 2024-2025 have been included.
- Educational Assistant salaries have been reduced by \$0.5 million in 2025-2026 and 2026-2027 due to unfilled absences and leaves seen in 2024-2025.
- Instruction expense is based on projected enrolment submitted to the Ministry in February 2024, which is expected to increase by 82 FTE in 2025-2026 and a further 41 FTE in 2026-2027.
- Benefit rates calculated for 2024-2025 have been used in future years as information is unknown.
- Inflationary increases have not been included in projected services and supplies expense.
- One-time reductions in the 2024-2025 Annual Budget have been added back to the budgets in 2025-2026 and 2026-2027.
- The 2024-2025 Annual Budget includes \$1.5 million in technology purchases for staff and students. Technology purchases for students is based on a 3:1 student device ratio at Middle and Secondary, and a 4:1 student device ratio at Elementary. Assuming this funding level will continue, our District will need to invest \$1.6 million in technology in 2025-2026 and a further \$1.5 million in 2026-2027. These amounts have been included in the financial plan under Interfund Transfers, along with a \$0.8 million purchase of capital assets using operating funds.

Excluding inflationary impacts and holding all other revenues and expenses constant, it is projected that our District will be faced with a \$1.9 million deficit in 2025-2026 and a \$2 million deficit in 2026-2027. The 2025-2026 Projected Annual Budget includes a \$1.8 million appropriation of accumulated operating surplus from 2023-2024, which reduces the deficit to \$0.1 million.

The 2025-2026 Projected Annual Budget also includes an appropriation of accumulated operating surplus from 2023-2024 to increase the unrestricted operating surplus – contingency from \$.6 million to \$1 million. As per Policy 3170 Operating Surplus, our District should be holding a contingency of 2-4% of the prior year's operating expenses, which is at least \$4.6 million. As there is no projected accumulated operating surplus to balance the deficit in 2026-2027, it is expected that adjustments to service levels will be required to balance the budget in 2026-2027.

## 2025-2026 Annual Budget Development Process

With a small contingency and minimal sources of alternate funding available to offset future budget deficits, our District still needs to obtain a deeper understanding of how the current budget meets operational needs and aligns to the goals and strategies in the Strategic Plan, the Enhancing Student Learning Report, Operational Plans, and School Plans. Engaging in multi-year financial planning and reporting on outcomes associated with strategic resource allocation will ensure that our District is using its limited resources to improve student achievement and well-being.

The Multi-Year Financial Plan 2024-2027 can be used as a starting place to initiate discussions about the 2025-2026 Annual Budget and the impact of any budget decisions on future years.

### Recommended Motion:

That the Board of Education of School District No. 61 (Greater Victoria) accept the Multi-Year Financial Plan 2024-2027.

### Supporting Documents:

Multi-Year Financial Plan 2024-2027



# Greater Victoria School District Multi-Year Financial Plan 2024–2027



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## Purpose of Multi-Year Financial Plan

The purpose of the multi-year financial plan is to provide greater transparency and accountability for the planning and reporting of the financial resources that support the strategic priorities of the Greater Victoria School District (the “District”).

## District Overview

The District resides on the traditional territory of the lək̓ʷəŋən (Lekwungen) people. We would like to acknowledge the Songhees First Nation and the Esquimalt First Nation on whose traditional territories we live, work and play.

The District is committed to supporting Indigenous learners by promoting practices informed by Indigenous perspectives and ways of knowing. Partnerships with local Indigenous communities are formalized through the education agreements with the Songhees First Nation, Esquimalt First Nation, Métis Nation Greater Victoria (MNGV) and the Urban Peoples’ House Indigenous Advisory (UPHIA), collectively known as the Four Houses.

The term Four Houses refers to the localized structure co-created with the Indigenous communities to provide equitable opportunities and structure for Indigenous Nations to have a voice within the District. We are committed to a distinctions-based approach as outlined by the Declaration on the Rights of Indigenous Peoples Act Action Plan.

The District is located in the capital city of British Columbia, which includes the municipalities of Esquimalt, Oak Bay, Victoria, View Royal and a portion of Saanich and Highlands. We provide quality educational programs for 19,544 students at 47 schools. Additionally, we offer a variety of Programs of Choice, including French Immersion, Sport Academies, and Challenge and Leadership programs, and programming opportunities for students with disabilities or diverse abilities at Victor School, Arbutus Global Middle School, and Reynolds High School.

As a learning community, the District is deeply committed to each student having the opportunity to fulfill their potential and pursue their aspirations. We recognize that achieving this goal will require us to continue to:

- Lean into Indigenous perspectives and considerations for system alignment



As a learning community, the District is deeply committed to each student having the opportunity to fulfill their potential and pursue their aspirations.



- Engage with community in a culturally responsive way that is open, transparent and collaborative
- Focus on aligning the human and financial resources of the system to meet the educational goals of the District
- Increase data literacy across the system
- Enrich early childhood experiences to set the foundation for learning and social and emotional health

## Board of Education

The [Board of Education](#) is composed of nine trustees locally-elected at large by the public within the municipalities of Esquimalt, Highlands, Oak Bay, Saanich, Victoria, and View Royal. The current Board was elected in 2022 for a four-year term.

The primary role of the Board of Education is governance and oversight in the interest of all students.

The key responsibilities of the Board include:

- Improvement of student achievement
- Setting the overall strategic direction of the District
- Allocation of resources in alignment with the strategic plan and district goals
- Accountability to and engagement of community
- Policy development, implementation and evaluation
- Political advocacy / influence for public education and the District

The Board of Education is accountable to the Ministry of Education and Child Care (the “Ministry”) within the Province of British Columbia.

## Alignment with Strategic Plan

The multi-year financial plan is the beginning of a long-term process to align multiple-year resource allocation to the development and implementation of multiple-year strategic objectives to improve educational outcomes for students and to meet operational needs. The District is committed to continuing to improve results for all children, while focusing on those who are currently the least successful in our system.

### BOARD OF EDUCATION

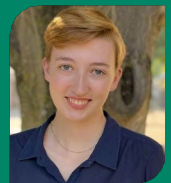
Greater Victoria School District



Nicole Duncan  
Board Chair



Karin Kwan  
Board Vice-Chair



Natalie Baillaut  
Trustee



Angela Carmichael  
Trustee



Mavis David  
Trustee



Derek Gagnon  
Trustee



Emily Mahbobi  
Trustee



Diane McNally  
Trustee



Rob Paynter  
Trustee

The District is in year 5 of its [5-Year Strategic Plan](#). It was renewed in June 2020.

The renewal of the strategic plan aligned with the District's vision where each student within its world-class learning community has the opportunity to fulfill their potential and pursue their aspirations. It is our mission to ensure that each student's learning and well-being are nurtured in a safe, responsive and inclusive learning community.

There are three goals identified in the strategic plan:

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

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

Create an inclusive and culturally responsive learning environment that will support all learners' physical and mental well-being

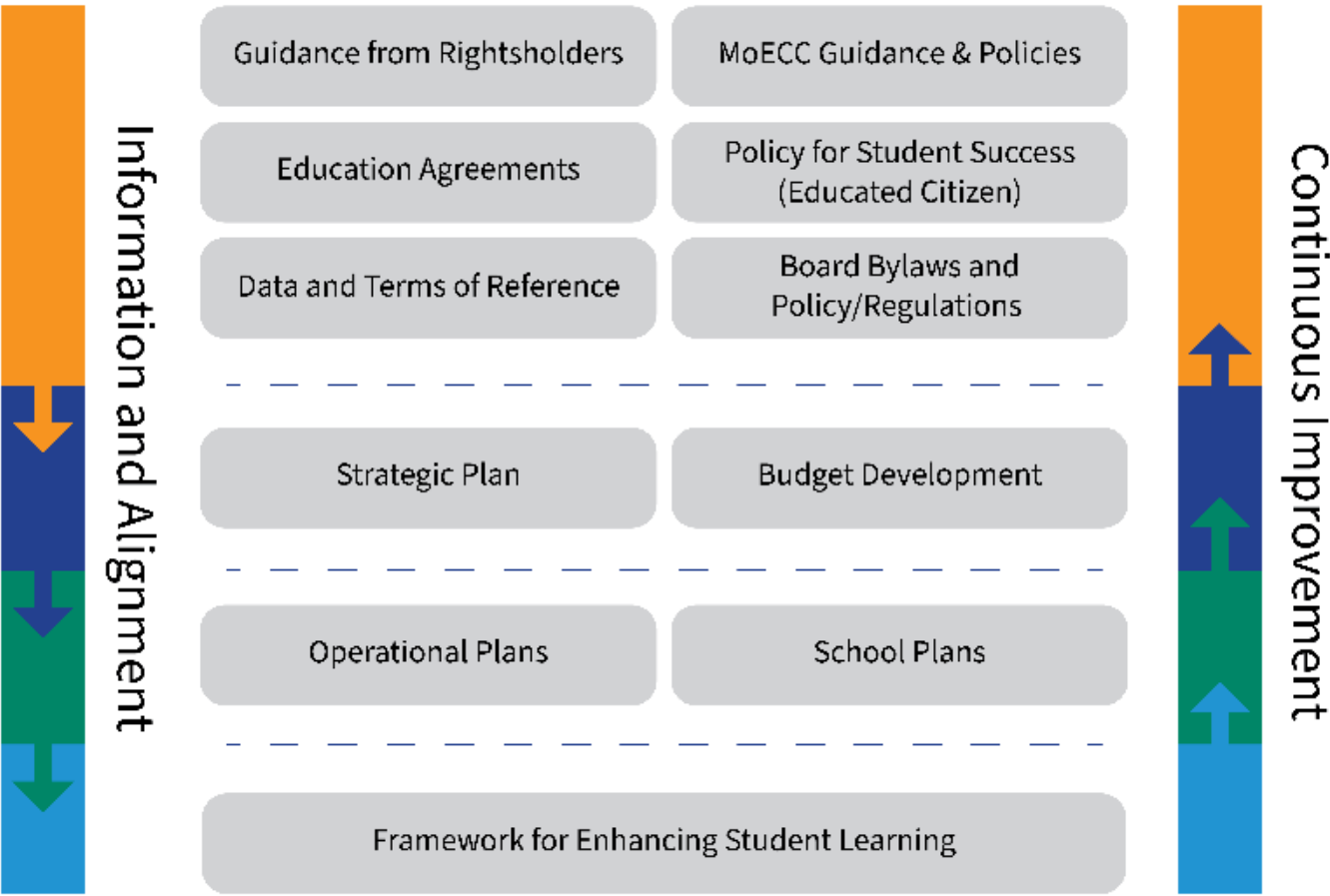
The [Enhancing Student Learning Report \(ESLR\)](#) reflects the District's Strategic Plan and a deep commitment to continuous improvement for all children with a focus on priority students of which include Indigenous students, children in youth and care, and students with disabilities or diverse abilities in 2024-2025.

The District engages local First Nations Rightsholders, students, families, community members, and third parties when considering continuous improvement for student learning outcomes.

## Alignment Strategies

Due to the size of the District, there are many plans, agreements, and reports that inform work at every level of the organization. The graphic on the next page illustrates how information is filtered and how continuous improvement can be woven in as priorities shift or resources are re-allocated to best support strategies that positively impact students.

### Greater Victoria School District Alignment of Plans and Agreements



Even while facing a \$6.0 million deficit during the 2024-2025 budget development process, the Board was able to allocate resources to align with priorities in the Enhancing Student Learning Report and the Strategic Plan:



**\$35,000** for an additional Educational Assistant Mentor to assist with skill development and support in Middle Schools



**\$35,000** to pilot a guaranteed Educational Assistant relief position for half a year at a priority school



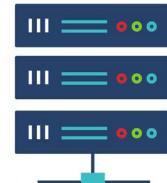
**\$48,000** professional development for mental health



**\$721,215** to replace educator laptops and staff PCs



**\$116,256** to purchase and repair student devices



**\$674,000** for network infrastructure updates



**\$427,563** for Indigenous Education supports beyond targeted funding



**\$736,312** for direct literacy support and/or supplemental funding to 29 elementary schools



**\$12,500** for professional development for Indigenous-focused grad requirement

## Budget Development Overview

### Budget Development Process

At the November 27, 2023 Special Open Budget Meeting, the Board approved the 2024-2025 Budget Development Process, which included the creation of three Budget Working Groups. The Budget Working Groups were allocated the following areas of focus:

- Department Budgets
- School-Based Budgets
- Special Purpose Fund Budgets

The Terms of Reference for each of the Budget Working Groups can be found [here](#).

Membership for each of the Budget Working Groups includes representative Trustees of the Board, Superintendent and/or designate, Secretary-Treasurer and/or designate, a member of CUPE 382, a member of CUPE 947, a member of GVTA, a member of VCPAC, a member of VPVPA, a representative from each of the Songhees Nation, Esquimalt Nation, Metis Nation and Urban Peoples' House Indigenous Advisory and a member of the Representative Advisory Council of Students. Student voice is also heard through the Representative Advisory Council of Students meetings, Student Symposium and Student Connection events.

As per the Terms of Reference for each of the Budget Working Groups, the purpose of the Budget Working Groups is to examine specific areas of the District's budget, make recommendations to the Board of Education and provide reports to the Board of Education with a focus on alignment to the District's Strategic Plan and Enhancing Student Learning Report, in consideration of the Multi-Year Financial Plan, and in compliance with contractual obligations.

In the 2024-2025 budget development process, the Budget Working Groups met five (5) times between December 2023 and February 2024. An update to the Board was presented in January 2024. The Budget Working Groups Recommendations were provided to the Board in February 2024; the Department and School-Based Budget Working Groups did not reach consensus, but the Special Purpose Fund Budget Working Group did reach consensus. All Budget Working Group discussions were provided to the Board to inform budget decisions.



As part of the 2024-2025 budget development process, the Board of Education explored the multi-year financial plan when considering the impact of current year budget decisions on future years. Over the next year, the District will be updating relevant Board policies and regulations, and engaging with local community and education partner groups, including the Four Houses, on developing multi-year financial plans and how it will report out its progress towards aligning funding and resources with the Strategic Plan and other operational needs.

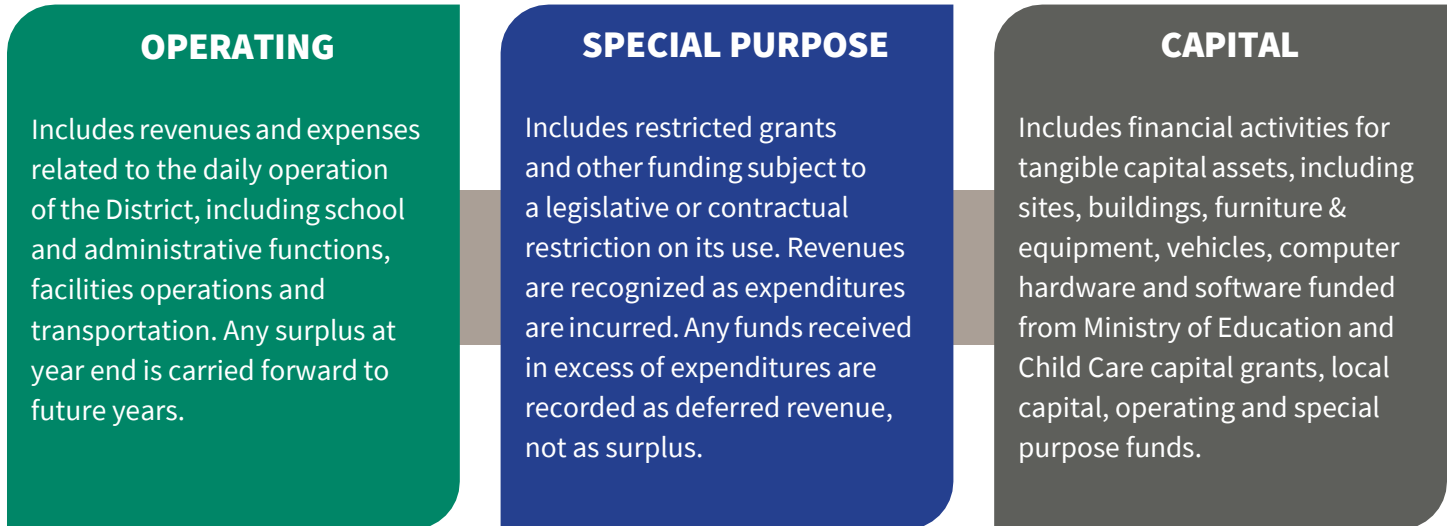
## Budget Development Timeline

The 2024-2025 Budget Development Timeline was as follows:

November	2023-2024 Budget Process Feedback Board Approval of 2024-2025 Budget Development Process Board Approval of Budget Working Groups
December	Student Connections Partner Connections VPVPA Connections Budget Working Group Meeting #1
January	Budget Development Process Updated Board Approval of Revised Values & Guiding Principles Student Symposium Partner Connections Budget Working Group Meeting #2 Budget Working Group Meeting #3
February	Budget Working Group Meeting #4 Budget Working Group Meeting #5 Budget Working Group Recommendations to the Board
March	Talking Tables Event Public Meeting Ministry Operating Grant Announcement
April	Board Meetings—Board Deliberation and Budget Approval Implementation of Staffing Plan Budget Development Process Feedback Request

## Operating, Special Purpose and Capital Funds

The Board-approved budget is comprised of three separate funds:



The multi-year financial plan focuses on the Operating Fund, including transfers to (from) other funds.

## Multi-Year Financial Plan

When developing multi-year financial plans, there are various budget assumptions that must be made. Budget assumptions are made based on historical knowledge, experience and the unique circumstances surrounding each school district.

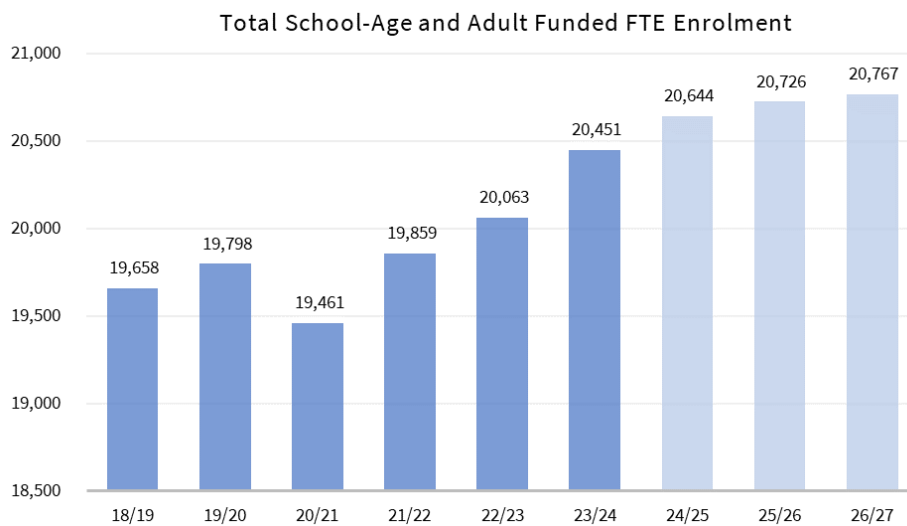
Projections become less certain further into the future due to unknown changes in Ministry funding, inflationary increases and items such as International Education revenue.

## Student Enrolment

Student enrolment counts and corresponding Provincial Grants from the Ministry incorporated into the multi-year financial plan reflect the projections submitted to the Ministry in February 2024. Enrolment projections are made using estimates supported by school-specific data from Baragar Systems, an interactive enrolment projection software, and local knowledge.

Actual student enrolment is counted three times during the school year; at the end of September, February and May. Provincial Grants from the Ministry are adjusted to reflect actual enrolment.

The September, February and May enrolments count for Ministry-funded School-Age and Adult (Regular, Continuing Education, Distributed Learning and Alternative Education) are projected to be 20,644 FTE in 2024-2025. Enrolment is expected to increase by 82 FTE in 2025-2026 and then increase a further 41 FTE in 2026-2027.



## Revenue

Ministry per pupil funding amounts have been included at the levels announced by the Ministry for 2024-2025 on March 14, 2024. For 2024-2025, the school-age basic allocation is \$8,915 per FTE. Per pupil funding amounts are not expected to increase beyond the amount required to offset negotiated wage increases.

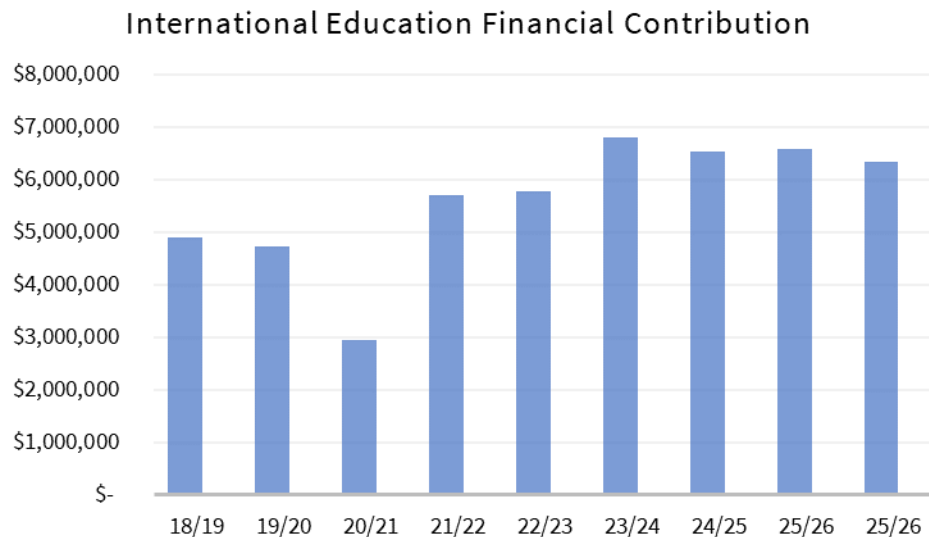
The Ministry Operating Grant is expected to increase in future years due to increasing student enrolment and increase due to adjustments to the per pupil funding amount for negotiated wage increases for all employees. However, the 2024-2025 school year will be the third and final year of the 2022 Shared Recovery Mandate. Therefore, funding increases beyond 2024-2025 have not been included.

For the purposes of the multi-year financial plan, revenue sources excluding International Education tuition, such as Continuing Education tuition, rentals and leases, investment income and other revenue, have been held constant at 2024-2025 amounts.

## International Education

The 2024-2025 Budget includes International Education tuition based on an estimated 890 students enrolled in the Regular program less estimated refunds of 40. The tuition rate used in the 2024-2025 Budget includes a \$500 per FTE increase from the rate used in 2023-2024. The 2025-2026 projection is based on a decline of 10 students from 2024-2025 due to a change in the projected demographic in schools. The 2026-2027 projection is based on a further decline of 35 students from 2025-2026. Tuition rates have been held constant at the 2024-2025 levels.

It is important to recognize that the International Education program contributes a percentage of revenue from all of its programs to support the entire District. The following graph shows the financial contribution that the International Education program has made over the past few years:



## Salaries and Benefits

### Salaries

The 2024-2025 Budget includes step increments and negotiated wage increases of 2.0% for teachers, support staff and non-educator exempt positions. Labour settlement funding for this has been allocated through the operating grant rate. A 1% cost-of-living adjustment (COLA) effective July 1, 2024 for teachers and support staff was announced by the Ministry of Finance on March 19, 2024. The funding for this will be allocated through a special labour settlement funding grant. Neither the wage increases related to the COLA nor the associated estimated revenue have been built into the 2024-2025 Budget.

The 2024-2025 Budget does not include wage increases for educator exempt positions. Funding for wage increases will be allocated as a special grant. Neither the increase in administrators in leadership roles wages nor the associated estimated revenue have been built into the 2024-2025 Budget.

The 2024-2025 school year will be the third and final year of the 2022 Shared Recovery Mandate. Therefore, further wage increases beyond 2024-2025 have not been included.

The 2024-2025 Budget also includes some one-time reductions that have been added back into the budgets for 2025-2026 and 2026-2027.

Upon review of the June 30, 2024 year end financial results, Educational Assistant salaries have been reduced by \$0.5 million in future years to account for unfilled absences and unpaid leaves.

### Benefits

Benefit rates are calculated each year based on prior year costs and known rate changes. Each employee group has a flat benefit rate used for budgeting purposes. The benefit rates were calculated for the 2024-2025 Budget but have not been recalculated for the budgets in 2025-2026 and 2026-2027, as the information is not known.

## Staffing

Staffing levels take various factors into consideration, including Ministry-funded and international enrolment projections and student and educational needs.

Enrolment declines in future years may impact staffing in future years. It is assumed that 75% of the increased Ministry-funded enrolment revenue and 60.5% of the changes in international enrolment revenues will be offset by a reduction or increase in costs.

In the 2024-2025 Budget, the total staffing FTE in the Operating Fund is 2,145.375. This total does not include the staffing FTE in the Special Purpose or Capital Funds.

## Services and Supplies

Inflationary increases in services and supplies are not funded by the Ministry. While the cost of services and supplies have continued to increase over time due to inflation, the services and supplies budgets have not been adjusted for inflationary increases. The services and supplies budgets in 2025-2026 and 2026-2027 have been maintained at the same amounts budgeted in 2024-2025.

The 2024-2025 Budget also includes some one-time reductions that have been added back into the budgets for 2025-2026 and 2026-2027.

## Capital Assets Purchased

When a capital asset is purchased in the operating fund, it is transferred from the operating fund to the capital fund in order to be capitalized and amortized over its useful life. This transfer is called an interfund transfer.

The 2024-2025 Budget includes capital asset purchases totaling \$2.3 million related to technology and network infrastructure, educator laptops, and school and department furniture and equipment.

The future requirements of the technology spending plan have been built into the budgets for 2025-2026 and 2026-2027.

## Local Capital

The balance in Local Capital at the end of 2023-2024 is \$21 thousand. This balance came from interest revenue earned on the opening Local Capital balance. During 2023-2024, \$0.6 million was spent on Victoria High School amenities as part of the school's seismic upgrade.

In the 2024-2025 Budget, it is anticipated that the sale of a portion of land at

Lansdowne North to Conseil Scolaire Francophone de la Colombie-Britannique will generate proceeds of \$3.81 million for Local Capital.

For the purposes of the multi-year financial report, there are no planned transfers to or from Local Capital.

## Operating Surplus (Deficit)

The operating deficit in the 2024-2025 Budget was balanced by a combination of one-time and permanent reductions, as well as the appropriation of prior year restricted and unrestricted operating surplus. The appropriation of prior year restricted operating surplus was \$1.9 million.

At June 30, 2024, a further \$1.8 million has been appropriated to balance the 2025-2026 Budget.

Based on our assumptions, we are expecting operating deficits of \$127 thousand in 2025-2026 and \$2.0 million in 2026-2027.

## Accumulated Operating Surplus

At the time the 2024-2025 Budget was approved, the balance in unrestricted operating surplus (contingency) was \$617 thousand. At the end of 2023-2024, there was an additional \$383 thousand of unrestricted operating surplus that could be added to the unrestricted operating surplus (contingency) bringing the balance up to \$1.0 million.

*Policy 3170 Operating Surplus* sets a goal for unrestricted operating surplus (contingency) at 2-4% of the prior year's operating expenses. The purpose of maintaining an unrestricted operating surplus at this level is to support effective planning that includes risk mitigation for emergencies or unexpected increases in expenses and/or decreases in anticipated revenues to continue to provide educational services and maintain regular operations without implementing one-time service cuts.

Based on Schedule 2 of the 2023-2024 Audited Financial Statements, operating expenses were \$230 million. The minimum unrestricted operating surplus (contingency) should be \$4.6 million. With a current balance of \$1.0 million, consideration will need to be given as to how to address future operating deficits while increasing the contingency by \$3.6 million over the coming years.

## Special Purpose Funds

The District has a number of Special Purpose Funds, where funding is restricted for a specific purpose. Funds that are unspent are either returned to the funding source or deferred to the following year.

The 2024-2025 Budget includes the following Special Purpose Funds:

Special Purpose Funds	Budget
Annual Facility Grant (AFG)	\$828,631
Learning Improvement Fund (LIF)	817,401
Scholarships and Bursaries	29,000
Special Education Technology	152,053
School Generated Funds	7,169,854
StrongStart	192,000
Ready, Set, Learn	98,600
OLEP (Federal French)	411,197



Special Purpose Funds	Budget
CommunityLINK	4,375,751
Classroom Enhancement Fund (CEF) – Overhead	784,187
Classroom Enhancement Fund (CEF) – Staffing	20,692,223
First Nation Student Transportation	109,834
Mental Health in Schools	48,000
Changing Results for Young Children	11,250
Student and Family Affordability	400,000
SEY2KT (Early Years to Kindergarten)	49,000
Early Care and Learning (ECL)	175,000
Feeding Futures School Food Program	2,264,368
Health Career Dual Credit Expansion	50,000
Ledger School	568,347
Provincial Inclusion Outreach	1,030,496
Estate Trust	14,500
<b>Total</b>	<b>\$40,271,692</b>

## Capital Fund

The Capital Fund includes capital expenditures for items such as land, buildings, equipment and vehicles that are funded by Ministry capital grants, Local Capital, and transfers from the Operating and Special Purpose Funds.

Through the annual five-year capital plan, the Ministry approves both major and minor capital programs. Following approval of the 2024-2025 Annual Budget, the District received capital funding to upgrade the exterior structure of Oaklands Elementary.

The 2024-2025 Budget in the Capital Fund includes capital additions transferred from the Operating Fund totaling \$2.3 million related to the following:

- Technology and network infrastructure
- Educator laptops
- School and department furniture and equipment

The 2024-2025 Budget in the Capital Fund also includes a \$3.81 million gain on disposal of tangible capital assets related to the sale of a portion of land at Lansdowne North Middle to Conseil Scolaire Francophone de la Colombie-Britannique. Of the \$15.2 million sale proceeds, 25% is transferred to Local Capital and the remaining 75% is transferred to Ministry of Education and Child Care Restricted Capital Unspent Deferred Capital Revenue.

## Engagement Process Summary

There are various opportunities throughout the year for engagement with Rightsholders, Indigenous peoples, students, staff, families, education partners, and the broader community. Strategies used for engagement vary and depend on the scope of engagement. A key consideration in engagement planning is accessibility and reducing barriers for community members to participate.

The District is continuously seeking ways to capture student, staff and parent voice. All input and data collected through engagement inform staff planning and the Board's decision making. The District strongly believes that well-informed decisions lead to great governance.



A key consideration in engagement planning is accessibility and reducing barriers for community members to participate.

During the 2024-2025 budget development process, the District created the following opportunities for engagement:

- Budget Working Groups
- Standing Committee, Regular Board, and Special Budget Board meetings
- Talking Tables event
- Administrators' meetings and District Leadership Team meetings
- Representative Advisory Council of Students meetings and Student Symposium event
- Public budget meeting
- Student Connections
- Partner Connections
- VPVPA Connections
- Community and budget-specific mailboxes

## Conclusion

The 2024-2025 Budget was balanced with a combination of strategies, including one-time and ongoing operating fund reductions and a one-time reduction in the maximum amount of unspent 2023-2024 operating budget that schools were allowed to carry forward to 2024-2025.

With a small contingency remaining and minimal sources of alternate funding available to offset future budget deficits, the District will be required to obtain a deeper understanding of how the current budget meets operational needs and aligns to the goals and strategies in the Strategic Plan, the Enhancing Student Learning Report, Operational Plans, and School Plans. Engaging in multi-year financial planning and reporting on outcomes associated with strategic resource allocation will ensure that the District is using its limited resources to improve student achievement and well-being.

## 2024-2027 Multi-Year Financial Plan

	Actual 2022-2023	Actual 2023-2024	Annual Budget 2024-2025	Projected Annual Budget 2025-2026	Projected Annual Budget 2026-2027
<b>Revenues</b>					
Provincial Grants					
Ministry of Education and Child Care	207,997,634	228,370,346	233,113,195	236,504,195	236,866,483
Other	281,178	285,084	283,750	283,750	283,750
Tuition	14,648,427	16,557,491	15,676,233	15,888,733	15,293,733
Other Revenue	3,328,344	3,216,326	3,004,812	3,004,812	3,004,812
Rentals and Leases	2,744,288	3,068,462	3,221,690	3,221,690	3,221,690
Investment Income	1,795,194	2,424,713	1,796,068	1,796,068	1,796,068
<b>Total Operating Revenue</b>	<b>230,795,065</b>	<b>253,922,422</b>	<b>257,095,748</b>	<b>260,699,248</b>	<b>260,466,536</b>
<b>Expenses</b>					
Instruction	194,185,061	212,943,991	219,440,811	222,148,774	222,042,400
District Administration	7,397,587	7,145,598	7,003,132	7,116,205	7,116,205
Operations and Maintenance	26,319,145	26,939,273	28,616,375	29,356,602	29,356,602
Transportation and Housing	1,704,115	1,657,977	1,621,551	1,628,043	1,628,043
<b>Total Operating Expenses</b>	<b>229,605,908</b>	<b>248,686,839</b>	<b>256,681,869</b>	<b>260,249,625</b>	<b>260,143,251</b>
<b>Net Revenue (Expense)</b>	<b>1,189,157</b>	<b>5,235,583</b>	<b>413,879</b>	<b>449,624</b>	<b>323,285</b>
<b>Transfers to (from) Other Funds</b>					
Capital Assets Purchased	(2,566,120)	(3,016,923)	(2,311,471)	(2,368,850)	(2,324,850)
Local Capital	-	-	-	-	-
<b>Total Net Transfers</b>	<b>(2,566,120)</b>	<b>(3,016,923)</b>	<b>(2,311,471)</b>	<b>(2,368,850)</b>	<b>(2,324,850)</b>
<b>Prior Year Surplus Allocation</b>					
Appropriation of Accumulated Operating Surplus	1,376,963	(2,218,660)	1,897,592	1,792,526	-
<b>Total Prior Year Surplus Appropriation</b>	<b>1,376,963</b>	<b>(2,218,660)</b>	<b>1,897,592</b>	<b>1,792,526</b>	<b>-</b>
<b>Surplus (Deficit) for the Year</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>(126,700)</b>	<b>(2,001,565)</b>

	Actual 2022-2023	Actual 2023-2024	Annual Budget 2024-2025	Projected Annual Budget 2025-2026	Projected Annual Budget 2026-2027
Accumulated Operating Surplus, Beginning of Year	8,218,621	6,841,658	9,060,318	7,162,726	5,370,200
Appropriation of Accumulated Operating Surplus	(1,376,963)	2,218,660	(1,897,592)	(1,792,526)	-
<b>Accumulated Operating Surplus, End of Year</b>	<b>6,841,658</b>	<b>9,060,318</b>	<b>7,162,726</b>	<b>5,370,200</b>	<b>5,370,200</b>
<b>Breakdown of Accumulated Operating Surplus, End of Year</b>					
Restricted Operating Surplus	6,224,545	8,060,318	6,162,726	4,370,200	4,370,200
Unrestricted Operating Surplus – Contingency	617,113	1,000,000	1,000,000	1,000,000	1,000,000
<b>Accumulated Operating Surplus, End of Year</b>	<b>6,841,658</b>	<b>9,060,318</b>	<b>7,162,726</b>	<b>5,370,200</b>	<b>5,370,200</b>

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## MONTHLY FINANCIAL REPORT - OPERATING REVENUES - June 2024

	2023-2024						2022-2023				
	Budget	June 2024	YTD	Available	%	!!	Budget	June 2023	YTD	Available	%
602 CE/HL OTHER FEES	50	0	90	(40)	-80%	!!	50	0	40	10	20%
605 CE/HL REGISTRATION FEES	7,300	0	10,060	(2,760)	-38%	!!	6,620	440	10,105	(3,485)	-53%
621 MINISTRY BLOCK FUNDING	222,282,775	0	221,425,405	857,370	0%	!!	197,411,666	19,572,076	196,713,704	697,962	0%
629 OTHER MIN OF ED GRANTS	6,087,571	0	6,944,941	(857,370)	-14%	!!	10,585,968	1,586,682	11,283,930	(697,962)	-7%
641 REVENUE -OTHER PROV MINISTRIES	285,084	2,899	285,084	0	0%	!!	280,846	27,512	281,178	(332)	0%
642 REVENUE -OTHER SCHOOL DISTRICTS	1,100	0	1,100	0	0%	!!	4,800	1,560	4,800	0	0%
644 CE/HL COURSE FEES	8,500	0	3,410	5,090	60%	!!	6,400	0	10,690	(4,290)	-67%
645 REVENUE-CAFETERIA	239,838	0	239,808	30	0%	!!	167,699	16,556	167,699	0	0%
647 OFFSHORE STUDENTS TUITION FEES	16,554,081	3,150	16,554,081	(0)	0%	!!	14,637,738	17,399	14,637,737	1	0%
648 LOCAL EDUCATION AGREEMENTS	857,370	0	857,370	(0)	0%	!!	697,962	129,974	697,962	0	0%
649 MISC FEES & REVENUE	2,086,672	19,669	2,107,898	(21,226)	-1%	!!	2,440,807	286,763	2,447,738	(6,931)	0%
651 COMMUNITY USE OF FACILITIES	1,932,549	33,030	1,971,219	(38,670)	-2%	!!	1,635,194	340,319	1,886,013	(250,819)	-15%
652 COMMUNITY USE OF FIELDS	82,857	0	116,877	(34,020)	-41%	!!	80,115	0	1,355	78,760	98%
653 COMMUNITY USE OF THEATRE	99,053	0	149,843	(50,790)	-51%	!!	106,362	9,216	65,547	40,815	38%
654 PARKING FEES	35,878	0	25,878	10,000	28%	!!	34,865	0	7,532	27,333	78%
655 RENTALS LIAB INS REVENUE	6,361	0	7,280	(919)	-14%	!!	6,197	133	7,460	(1,263)	-20%
659 OTHER RENTALS & LEASES	796,900	0	797,365	(465)	0%	!!	780,000	29,716	776,382	3,618	0%
661 INTEREST	67,133	4,985	67,133	(0)	0%	!!	49,254	13,518	57,574	(8,320)	-17%
669 INVESTMENT REVENUE	2,357,580	104,378	2,357,580	(0)	0%	!!	1,334,366	307,119	1,737,620	(403,254)	-30%
671 SURPLUS FROM PRIOR YEAR	6,224,545	0	6,841,658	(617,113)	-10%	!!	7,045,808	0	8,218,621	(1,172,813)	-17%
<b>GRAND TOTAL</b>	<b>260,013,197</b>	<b>168,111</b>	<b>260,764,081</b>	<b>(750,884)</b>	<b>0%</b>		<b>237,312,717</b>	<b>22,338,983</b>	<b>239,013,687</b>	<b>(1,700,970)</b>	<b>-1%</b>

# MONTHLY FINANCIAL REPORT - OPERATING EXPENDITURES - June 2024

	2023-2024							2022-2023						
	Budget	June 2024	YTD	Encumbrances	Total Exp	Available	% !!	Budget	June 2023	YTD	Encumbrances	Total Exp	Available	%
SALARIES														
111 CERTIFICATED TEACHERS	107,833,839	32,101	107,692,954		107,692,954	140,885	0%	99,098,177	9,846,286	98,535,131		98,535,131	563,046	1%
112 P&VP SALARIES	14,454,646	0	14,500,973		14,500,973	(46,327)	0%	14,700,831	1,162,556	14,265,419		14,265,419	435,412	3%
114 ALLIED SPECIALISTS	2,113,172	(5,246)	1,953,420		1,953,420	159,752	8%	1,880,095	257,692	1,911,978		1,911,978	(31,883)	-2%
115 DEPARTMENT HEAD ALLOWANCES	292,727	0	291,558		291,558	1,169	0%	274,951	27,873	270,720		270,720	4,231	2%
120 EXEMPT STAFF (CERT)	1,100,838	0	1,114,528		1,114,528	(13,690)	-1%	1,015,104	116,954	1,015,046		1,015,046	58	0%
121 EXEMPT STAFF (NON-CERT)	3,992,795	(23,385)	3,907,630		3,907,630	85,165	2%	4,120,090	433,920	4,169,974		4,169,974	(49,884)	-1%
122 CUSTODIANS	1,988,643	15	1,992,757		1,992,757	(4,114)	0%	1,500,925	287,252	1,632,313		1,632,313	(131,388)	-9%
123 JANITORS	4,163,953	(261)	4,111,000		4,111,000	52,953	1%	4,215,105	662,023	4,352,037		4,352,037	(136,932)	-3%
125 FOREPERSONS	619,901	7,329	618,577		618,577	1,324	0%	566,231	123,973	535,165		535,165	31,066	5%
126 TRADES/LABOURERS	4,295,962	15,064	4,015,633		4,015,633	280,329	7%	4,464,211	692,164	4,399,417		4,399,417	64,794	1%
131 SCHOOL ASSISTANT SALARIES	21,385,161	(2,049)	20,023,375		20,023,375	1,361,786	6%	19,130,337	2,737,540	18,184,512		18,184,512	945,825	5%
142 CLERICAL SALARIES	9,908,926	89,937	9,711,772		9,711,772	197,154	2%	9,545,680	1,243,348	9,228,353		9,228,353	317,327	3%
161 TTOC SALARIES	11,845,058	86,660	11,774,013		11,774,013	71,045	1%	10,603,561	1,104,342	10,573,174		10,573,174	30,387	0%
165 RELIEF LABOUR	543,391	0	500,822		500,822	42,569	8%	303,102	(11,379)	364,530		364,530	(61,428)	-20%
166 382 EXTRA STAFF SALARIES	411,200	290	406,441		406,441	4,759	1%	521,978	128,925	437,147		437,147	84,831	16%
167 SCHOOL ASSIST RELIEF	956,315	0	1,113,645		1,113,645	(157,330)	-16%	271,812	156,321	499,860		499,860	(228,048)	-84%
168 CASUAL CLERICAL SALARIES	125,857	0	81,793		81,793	44,064	35%	97,051	6,364	43,960		43,960	53,091	55%
170 FRENCH LANGUAGE ASSISTANT	31,700	0	31,700		31,700	0	0%	0	0	0		0	0	0%
191 TRUSTEES INDEMNITY	249,260	0	249,259		249,259	1	0%	239,954	20,400	237,628		237,628	2,326	1%
199 RECOVERIES	(136,151)	0	(152,497)		(152,497)	16,346	-12%	(28,623)	(41,054)	(213,586)		(213,586)	184,963	-646%
<b>TOTAL -- SALARIES</b>	<b>186,177,193</b>	<b>200,455</b>	<b>183,939,355</b>	<b>0</b>	<b>183,939,355</b>	<b>2,237,838</b>	<b>1%</b>	<b>172,520,572</b>	<b>18,955,500</b>	<b>170,442,778</b>	<b>0</b>	<b>170,442,778</b>	<b>2,077,794</b>	<b>1%</b>
BENEFITS														
211 TEACHER BENEFITS	26,656,232	(830,777)	26,106,212		26,106,212	550,020	2%	23,849,496	3,552,254	23,691,666		23,691,666	157,830	1%
212 P&VP BENEFITS	3,024,482	(11,710)	2,951,845		2,951,845	72,637	2%	2,998,890	268,668	2,936,209		2,936,209	62,681	2%
214 ALLIED SPECIALISTS BENEFITS	458,559	(14,870)	455,177		455,177	3,382	1%	434,303	85,735	391,480		391,480	42,823	10%
215 DEPT HEAD ALLOWANCE BENEFITS	71,718	(2,764)	67,814		67,814	3,904	5%	65,989	9,974	59,692		59,692	6,297	10%
218 EMPLOYEE FUTURE BENEFITS EXPENSE	0	(312,413)	0		0	0	0%	0	(1,349,224)	0		0	0	0%
220 EXEMPT (CERT) - BENEFITS	310,355	78,349	295,726		295,726	14,629	5%	198,234	25,952	189,156		189,156	9,078	5%
221 EXEMPT (N-CERT) BENEFITS	1,105,788	268,982	1,008,680		1,008,680	97,108	9%	798,410	107,451	767,431		767,431	30,979	4%
222 CUSTODIAN BENEFITS	382,506	(58,166)	411,196		411,196	(28,690)	-8%	376,855	168,112	262,660		262,660	114,195	30%
223 JANITOR BENEFITS	802,497	(120,111)	900,607		900,607	(98,110)	-12%	1,049,713	440,418	687,632		687,632	362,081	34%
225 FOREPERSONS BENEFITS	119,650	(13,858)	110,345		110,345	9,305	8%	136,311	54,065	74,521		74,521	61,790	45%
226 TRADES/LABOURER BENEFITS	837,609	(106,543)	774,773		774,773	62,836	8%	1,090,732	406,228	664,273		664,273	426,459	39%
231 SCHOOL ASSISTANT BENEFITS	5,605,777	20,493	5,242,286		5,242,286	363,491	6%	4,697,605	844,674	4,563,421		4,563,421	134,184	3%
242 CLERICAL BENEFITS	2,593,207	44,319	2,551,691		2,551,691	41,516	2%	2,326,686	360,894	2,279,782		2,279,782	46,904	2%
261 TTOC BENEFITS	2,351,422	(42,755)	2,545,613		2,545,613	(194,191)	-8%	2,020,482	271,879	2,198,771		2,198,771	(178,289)	-9%
265 RELIEF LABOUR BENEFITS	58,856	0	61,594		61,594	(2,738)	-5%	29,924	(994)	39,933		39,933	(10,009)	-33%
266 382 EXTRA STAFF BENEFITS	43,850	50	43,090		43,090	760	2%	51,680	13,933	45,652		45,652	6,028	12%
267 RELIEF ASSISTANT BENEFITS	107,099	(68)	131,768		131,768	(24,669)	-23%	30,019	19,694	58,626		58,626	(28,607)	-95%
268 CASUAL CLERICAL BENEFITS	14,377	(12)	12,216		12,216	2,161	15%	9,861	1,214	5,879		5,879	3,982	40%
270 FLA BENEFITS	3,536	0	3,536		3,536	0	0%	0	0	0		0	0	0%
291 TRUSTEE BENEFITS	18,445	0	19,940		19,940	(1,495)	-8%	13,917	1,610	16,797		16,797	(2,880)	-21%
299 OTHER - BENEFITS	0	0	0		0	0	0%	175	0	0		0	175	100%
<b>TOTAL -- BENEFITS</b>	<b>44,565,965</b>	<b>(1,101,853)</b>	<b>43,694,109</b>	<b>0</b>	<b>43,694,109</b>	<b>871,856</b>	<b>2%</b>	<b>40,179,282</b>	<b>5,282,537</b>	<b>38,933,581</b>	<b>0</b>	<b>38,933,581</b>	<b>1,245,701</b>	<b>3%</b>
SERVICES & SUPPLIES														
311 AUDIT	28,448	19,812	36,576		36,576	(8,128)	-29%	32,004	30,988	32,004		32,004	0	0%
313 LEGAL	425,000	29,983	441,036		441,036	(16,036)	-4%	396,536	50,089	422,154		422,154	(25,618)	-6%
323 SOFTWARE MAINTENANCE	1,173,173	1,129	1,189,772	21,946	1,211,718	(38,545)	-3%	1,049,818	2,988	1,051,775	43,891	1,095,666	(45,848)	-4%
324 HARDWARE MAINTENANCE	100,058	0	100,058		100,058	0	0%	98,741	0	98,442		98,442	299	0%
331 CONTRACTED TRANSPORTATION	966,444	0	946,456		946,456	19,988	2%	885,783	197,863	842,806		842,806	42,977	5%
332 TRANSPORTATION ASSISTANCE	41,537	0	45,266		45,266	(3,729)	-9%	36,237	3,637	38,845		38,845	(2,608)	-7%
334 SCHOOL JOURNEYS	151,468	1,793	146,635		146,635	4,833	3%	46,393	6,347	48,084		48,084	(1,691)	-4%
341 PRO-D & TRAVEL	1,025,879	688	680,345		680,345	345,534	34%	1,276,379	54,285	828,524		828,524	447,855	35%
342 TRAVEL MILEAGE	7,484	0	11,797		11,797	(4,313)	-58%	5,605	1,195	8,389		8,389	(2,784)	-50%
343 LOCAL MILEAGE	81,915	155	75,138		75,138	6,777	8%	84,821	21,872	84,665		84,665	156	0%
364 LEASES	21,851	0	21,851		21,851	0	0%	109,851	0	70,996		70,996	38,855	35%
371 MEMBERSHIP FEES	139,898	0	140,826		140,826	(928)	-1%	113,426	5,508	115,234		115,234	(1,808)	-2%
391 PREMIUMS	535,970	0	527,948		527,948	8,022	1%	477,804	3,036	473,020		473,020	4,784	1%
392 DEDUCTIBLES PAID	30,000	30,000	30,000		30,000	0	0%	600	300	9,372		9,372	(8,772)	-1462%
399 SERVICES RECOVERY	0	0	(10,793)		(10,793)	10,793	0%	0	0	(10,646)		(10,646)	10,646	0%



# MONTHLY FINANCIAL REPORT - OPERATING EXPENDITURES - June 2024

	2023-2024							2022-2023						
	Budget	June 2024	YTD	Encumbrances	Total Exp	Available	%	Budget	June 2023	YTD	Encumbrances	Total Exp	Available	%
421 VISA EXPENSE	38,996	106	38,864		38,864	132	0%	24,022	2,465	23,989		23,989	33	0%
422 BANK SERVICE CHARGES	214,861	11,307	212,073		212,073	2,788	1%	137,151	16,427	182,064		182,064	(44,913)	-33%
431 LAND TELEPHONE	167,400	4,129	174,392		174,392	(6,992)	-4%	172,933	27,515	168,418		168,418	4,515	3%
438 CELL PHONES	211,299	(300)	199,087		199,087	12,212	6%	218,841	15,692	190,758		190,758	28,083	13%
439 DIGITAL SERVICES RECOVERY	843,350	0	843,350		843,350	0	0%	743,027	0	743,016		743,016	11	0%
441 POSTAGE	43,865	1,201	23,901		23,901	19,964	46%	44,850	5,926	40,076		40,076	4,774	11%
444 COURIER SERVICE	23,282	1,109	20,804		20,804	2,478	11%	28,565	929	25,732		25,732	2,833	10%
445 ADVERTISING	104,681	312	85,696		85,696	18,985	18%	197,018	4,135	192,280		192,280	4,738	2%
446 PHOTOCOPYING	298,204	0	310,628		310,628	(12,424)	-4%	284,808	76,962	303,554		303,554	(18,746)	-7%
447 PRINTING SERVICES	5,161	0	8,690		8,690	(3,529)	-68%	12,500	134	9,879		9,879	2,621	21%
448 AGENT FEE	1,361,562	2,400	1,653,951		1,653,951	(292,389)	-21%	1,027,464	5,025	1,414,316		1,414,316	(386,852)	-38%
450 GRANTS	106,706	0	106,705		106,705	1	0%	102,669	36,270	100,626		100,626	2,043	2%
451 CULTURAL ENRICHMENT	0	0	0		0	0	0%	7,800	0	0		0	7,800	100%
452 HONORARIA	16,187	0	34,175		34,175	(17,988)	-111%	23,352	353	22,930		22,930	422	2%
453 SCHOLARSHIPS	30,209	0	13,700		13,700	16,509	55%	15,950	0	7,604		7,604	8,346	52%
457 GIFT / GIFT CERTIFICATES	1,820	0	1,601		1,601	219	12%	3,310	692	3,224		3,224	86	3%
459 LAUNDRY					0	0	0%	0	0	161		161	(161)	0%
460 LICENCES	24,709	0	24,709		24,709	0	0%	22,438	0	22,438		22,438	0	0%
462 SECURITY	84,000	0	90,535	2,362	92,897	(8,897)	-11%	84,000	7,431	94,210		94,210	(10,210)	-12%
467 FLEET TELEMATICS	24,500	0	13,795		13,795	10,705	44%	24,500	789	17,194		17,194	7,306	30%
469 MISCELLANEOUS SERVICES	3,480,376	28,367	3,433,740	227,588	3,661,328	(180,952)	-5%	3,667,002	584,325	3,308,876	307,873	3,616,749	50,253	1%
481 PORTABLE MOVES	(5,000)	0	(5,000)		(5,000)	0	0%	60,000	0	18,493		18,493	41,507	69%
499 COST RECOVERIES	0	0	(6,763)		(6,763)	6,763	0%	(7,048)	(2,184)	(15,542)		(15,542)	8,494	-121%
501 CAFETERIA FOOD	318,097	0	296,355		296,355	21,742	7%	244,327	21,816	223,065		223,065	21,262	9%
503 WOOD	14,848	0	14,659		14,659	189	1%	15,233	817	16,860		16,860	(1,627)	-11%
504 METAL	2,925	0	2,924		2,924	1	0%	3,480	548	3,478		3,478	2	0%
505 APPLIED TECHNOLOGY SUPPLIES	0	0	0		0	0	0%	290	0	290		290	0	0%
506 DRAFTING SUPPLIES	0	0	0		0	0	0%	318	215	318		318	0	0%
508 AUTOMOTIVE	0	0	0		0	0	0%	1,410	938	1,410		1,410	0	0%
511 ADMINISTRATIVE SUPPLIES	429,375	(555)	343,158		343,158	86,217	20%	378,637	59,734	339,449		339,449	39,188	10%
512 COPY/PRINTER SUPPLIES	230,889	0	246,709		246,709	(15,820)	-7%	214,799	28,044	225,684		225,684	(10,885)	-5%
514 JANITORIAL SUPPLIES	562,000	668	696,529		696,529	(134,529)	-24%	462,000	48,529	645,472		645,472	(183,472)	-40%
515 VEHICLE SUPPLIES	104,650	0	141,245		141,245	(36,595)	-35%	81,791	26,637	143,860		143,860	(62,069)	-76%
516 MEDICAL SUPPLIES	5,310	0	4,640		4,640	670	13%	3,999	595	4,175		4,175	(176)	-4%
517 TIRE PURCHASES	25,000	0	32,832		32,832	(7,832)	-31%	25,000	2,977	28,276		28,276	(3,276)	-13%
518 VEHICLE FUEL PURCHASES	180,534	6,192	233,069		233,069	(52,535)	-29%	180,549	28,407	240,451		240,451	(59,902)	-33%
519 INSTRUCTIONAL SUPPLIES	7,284,596	(63,107)	3,093,779	63,943	3,157,721	4,126,875	57%	5,187,765	476,304	2,907,458	132,176	3,039,634	2,148,131	41%
520 BOOKS & GUIDES	469,931	0	389,213		389,213	80,718	17%	512,327	59,089	340,578	2,319	342,897	169,430	33%
525 MAGAZINES & PERIODICALS	3,102	0	2,732		2,732	370	12%	3,995	324	4,674		4,674	(679)	-17%
530 AUDIO VISUAL MATERIALS	165	0	136		136	29	18%	460	0	458		458	2	0%
534 SOFTWARE	15,590	0	14,471		14,471	1,119	7%	24,983	1,205	25,563		25,563	(580)	-2%
541 LIGHT & POWER	1,579,000	118,709	1,521,234		1,521,234	57,766	4%	1,416,413	252,450	1,440,543		1,440,543	(24,130)	-2%
551 GAS	1,760,000	225	1,240,341		1,240,341	519,659	30%	1,675,500	155,030	1,547,181		1,547,181	128,319	8%
552 OIL	59,200	0	46,827		46,827	12,373	21%	26,200	0	0		0	26,200	100%
561 WATER	592,700	12,230	581,666		581,666	11,034	2%	428,617	65,880	454,044		454,044	(25,427)	-6%
562 SEWER USER CHARGE	314,000	5,910	282,080		282,080	31,920	10%	338,153	38,762	312,147		312,147	26,006	8%
563 STORMWATER	105,000	0	91,312		91,312	13,688	13%	82,878	0	82,786		82,786	92	0%
572 GARBAGE DISPOSAL	183,500	0	198,357		198,357	(14,857)	-8%	175,000	31,240	156,803		156,803	18,197	10%
581 FURNITURE & EQUIP PURCH	984,341	51,375	890,058	134,775	1,024,833	(40,492)	-4%	834,644	43,770	628,290	122,858	751,148	83,496	10%
582 VEHICLE PURCHASES	65,000	0	1,635		1,635	63,365	97%	341,925	120	319,075		319,075	22,850	7%
590 COMPUTER PURCHASES	2,227,465	0	2,087,783	31,004	2,118,787	108,678	5%	1,840,312	674,388	1,739,517	560,638	2,300,155	(459,843)	-25%
594 RECONCILIATION ADJUSTMENTS	0	(10)	36,354		36,354	(36,354)	0%	0	(137)	6,195		6,195	(6,195)	0%
595 INTERFUND TRANSFER	0	0	0		0	0	0%	(1,388,855)	0	0		0	(1,388,855)	100%
599 SUPPLIES RECOVERIES	(52,472)	(722)	(81,341)		(81,341)	28,869	-55%	(8,437)	(6,715)	(30,394)		(30,394)	21,957	-260%
TOTAL -- SERVICES & SUPPLIES	29,270,039	263,107	24,070,299	481,618	24,551,916	4,718,123	16%	24,612,863	3,171,961	22,795,666	1,169,755	23,965,421	647,442	3%
GRAND TOTAL	260,013,197	(638,291)	251,703,763	481,618	252,185,380	7,827,817	3%	237,312,717	27,409,998	232,172,025	1,169,755	233,341,780	3,970,937	2%

## MONTHLY FINANCIAL REPORT - OPERATING REVENUES - July 2024

	2024-2025							2023-2024				
	Budget	July 2024	YTD	Available	%			Budget	July 2023	YTD	Available	%
602 CE/HL OTHER FEES	50	0	0	50	100%	!!		50	0	0	50	100%
605 CE/HL REGISTRATION FEES	10,045	0	0	10,045	100%	!!		7,300	0	0	7,300	100%
621 MINISTRY BLOCK FUNDING	230,854,057	6,966,960	6,966,960	223,887,097	97%	!!		214,957,633	6,427,790	6,427,790	208,529,843	97%
629 OTHER MIN OF ED GRANTS	2,259,138	0	0	2,259,138	100%	!!		2,435,678	0	0	2,435,678	100%
641 REVENUE -OTHER PROV MINISTRIES	286,649	(37,966)	(37,966)	324,615	113%	!!		278,272	(22,681)	(22,681)	300,953	108%
642 REVENUE -OTHER SCHOOL DISTRICTS	2,700	1,200	1,200	1,500	56%	!!		2,700	0	0	2,700	100%
644 CE/HL COURSE FEES	8,500	0	0	8,500	100%	!!		10,000	0	0	10,000	100%
645 REVENUE-CAFETERIA	3,254	3,254	3,254	(0)	0%	!!		2,068	2,068	2,068	0	0%
647 OFFSHORE STUDENTS TUITION FEES	15,667,733	13,082,617	13,082,617	2,585,116	16%	!!		15,670,739	12,779,562	12,779,562	2,891,177	18%
648 LOCAL EDUCATION AGREEMENTS	940,239	0	0	940,239	100%	!!		757,317	0	0	757,317	100%
649 MISC FEES & REVENUE	1,851,818	676,760	676,760	1,175,058	63%	!!		938,384	650,480	650,480	287,904	31%
651 COMMUNITY USE OF FACILITIES	2,170,445	(1,179)	(1,179)	2,171,624	100%	!!		1,995,714	0	0	1,995,714	100%
652 COMMUNITY USE OF FIELDS	85,903	0	0	85,903	100%	!!		82,857	0	0	82,857	100%
653 COMMUNITY USE OF THEATRE	51,140	0	0	51,140	100%	!!		49,806	0	0	49,806	100%
654 PARKING FEES	36,678	332	332	36,346	99%	!!		35,878	428	428	35,450	99%
655 RENTALS LIAB INS REVENUE	6,516	0	0	6,516	100%	!!		6,361	0	0	6,361	100%
659 OTHER RENTALS & LEASES	824,569	15,135	15,135	809,434	98%	!!		792,142	93,136	93,136	699,006	88%
661 INTEREST	58,062	0	0	58,062	100%	!!		58,600	0	0	58,600	100%
669 INVESTMENT REVENUE	1,871,006	75,681	75,681	1,795,325	96%	!!		1,406,600	56,173	56,173	1,350,427	96%
671 SURPLUS FROM PRIOR YEAR	1,897,592	0	0	1,897,592	100%	!!		6,165,944	0	0	6,165,944	100%
<b>GRAND TOTAL</b>	<b>258,886,094</b>	<b>20,782,794</b>	<b>20,782,794</b>	<b>238,103,300</b>	<b>92%</b>			<b>245,654,043</b>	<b>19,986,956</b>	<b>19,986,956</b>	<b>225,667,087</b>	<b>92%</b>

# MONTHLY FINANCIAL REPORT - OPERATING EXPENDITURES - July 2024

	2024-2025							2023-2024						
	Budget	July 2024	YTD	Encumbrances	Total Exp	Available	% !!	Budget	July 2023	YTD	Encumbrances	Total Exp	Available	%
SALARIES														
111 CERTIFICATED TEACHERS	111,330,237	(5,915)	(5,915)		(5,915)	111,336,152	100% !!	106,896,266	(2,256)	(2,256)		(2,256)	106,898,522	100%
112 P&VP SALARIES	14,872,635	1,185,250	1,185,250		1,185,250	13,687,385	92% !!	13,958,344	1,162,136	1,162,136		1,162,136	12,796,208	92%
114 ALLIED SPECIALISTS	2,190,482	0	0		0	2,190,482	100% !!	1,925,095	0	0		0	1,925,095	100%
115 DEPARTMENT HEAD ALLOWANCES	298,088	0	0		0	298,088	100% !!	292,238	0	0		0	292,238	100%
120 EXEMPT STAFF (CERT)	1,137,327	96,680	96,680		96,680	1,040,647	91% !!	1,013,606	77,970	77,970		77,970	935,636	92%
121 EXEMPT STAFF (NON-CERT)	4,039,159	314,283	314,283		314,283	3,724,876	92% !!	4,163,380	291,766	291,766		291,766	3,871,614	93%
122 CUSTODIANS	2,134,048	121,418	121,418		121,418	2,012,630	94% !!	2,081,997	88,457	88,457		88,457	1,993,540	96%
123 JANITORS	4,449,995	250,655	250,655		250,655	4,199,340	94% !!	4,315,060	246,758	246,758		246,758	4,068,302	94%
125 FOREPERSON	598,129	21,091	21,091		21,091	577,038	96% !!	580,403	22,490	22,490		22,490	557,913	96%
126 TRADESPEOPLE	4,273,973	245,117	245,117		245,117	4,028,856	94% !!	4,402,207	235,936	235,936		235,936	4,166,271	95%
131 SCHOOL ASSISTANT SALARIES	21,356,413	142,432	142,432		142,432	21,213,981	99% !!	21,023,819	134,984	134,984		134,984	20,888,835	99%
142 CLERICAL SALARIES	10,277,468	413,025	413,025		413,025	9,864,443	96% !!	10,341,942	451,380	451,380		451,380	9,890,562	96%
161 TTOC SALARIES	11,272,808	(62,543)	(62,543)		(62,543)	11,335,351	101% !!	9,286,887	19,440	19,440		19,440	9,267,447	100%
165 RELIEF LABOUR	352,271	18,637	18,637		18,637	333,634	95% !!	343,391	5,104	5,104		5,104	338,287	99%
166 382 EXTRA STAFF SALARIES	300,442	63,438	63,438		63,438	237,004	79% !!	336,199	63,494	63,494		63,494	272,705	81%
167 SCHOOL ASSIST RELIEF	264,841	6,394	6,394		6,394	258,447	98% !!	246,550	0	0		0	246,550	100%
168 CASUAL CLERICAL SALARIES	90,946	8,841	8,841		8,841	82,105	90% !!	95,059	6,376	6,376		6,376	88,683	93%
191 TRUSTEES INDEMNITY	257,671	21,143	21,143		21,143	236,528	92% !!	248,841	20,400	20,400		20,400	228,441	92%
199 RECOVERIES	(136,917)	(3,731)	(3,731)		(3,731)	(133,186)	97% !!	(1,229,108)	(3,689)	(3,689)		(3,689)	(1,225,419)	100%
<b>TOTAL -- SALARIES</b>	<b>189,360,016</b>	<b>2,836,214</b>	<b>2,836,214</b>	<b>0</b>	<b>2,836,214</b>	<b>186,523,802</b>	<b>99% !!</b>	<b>180,322,176</b>	<b>2,820,745</b>	<b>2,820,745</b>	<b>0</b>	<b>2,820,745</b>	<b>177,501,431</b>	<b>98%</b>
BENEFITS														
211 TEACHER BENEFITS	28,389,211	1,235,594	1,235,594		1,235,594	27,153,617	96% !!	26,189,584	1,023,849	1,023,849		1,023,849	25,165,735	96%
212 P&VP BENEFITS	3,093,506	244,874	244,874		244,874	2,848,632	92% !!	2,917,293	232,071	232,071		232,071	2,685,222	92%
214 ALLIED SPECIALISTS BENEFITS	558,572	20,745	20,745		20,745	537,827	96% !!	417,746	14,718	14,718		14,718	403,028	96%
215 DEPT HEAD ALLOWANCE BENEFITS	76,013	2,764	2,764		2,764	73,249	96% !!	71,598	2,330	2,330		2,330	69,268	97%
218 EMPLOYEE FUTURE BENEFITS EXPENSE	467,910	392,125	392,125		392,125	75,785	16% !!	435,998	386,287	386,287		386,287	49,711	11%
220 EXEMPT (CERT) - BENEFITS	218,367	19,357	19,357		19,357	199,010	91% !!	192,586	15,100	15,100		15,100	177,486	92%
221 EXEMPT (N-CERT) BENEFITS	779,557	68,080	68,080		68,080	711,477	91% !!	811,859	64,336	64,336		64,336	747,523	92%
222 CUSTODIAN BENEFITS	488,697	40,104	40,104		40,104	448,593	92% !!	458,039	29,055	29,055		29,055	428,984	94%
223 JANITOR BENEFITS	1,019,049	86,401	86,401		86,401	932,648	92% !!	949,313	80,515	80,515		80,515	868,798	92%
225 FOREPERSON BENEFITS	136,971	7,493	7,493		7,493	129,478	95% !!	127,690	6,609	6,609		6,609	121,081	95%
226 TRADESPEOPLE BENEFITS	978,740	74,866	74,866		74,866	903,874	92% !!	967,553	70,231	70,231		70,231	897,322	93%
231 SCHOOL ASSISTANT BENEFITS	5,638,094	198,256	198,256		198,256	5,439,838	96% !!	5,227,589	171,721	171,721		171,721	5,055,868	97%
242 CLERICAL BENEFITS	2,713,250	205,818	205,818		205,818	2,507,432	92% !!	2,572,911	183,134	183,134		183,134	2,389,777	93%
261 TTOC BENEFITS	2,434,923	47,101	47,101		47,101	2,387,822	98% !!	1,829,521	26,155	26,155		26,155	1,803,366	99%
265 RELIEF LABOUR BENEFITS	40,159	2,597	2,597		2,597	37,562	94% !!	36,056	886	886		886	35,170	98%
266 382 EXTRA STAFF BENEFITS	34,250	7,564	7,564		7,564	26,686	78% !!	35,300	6,789	6,789		6,789	28,511	81%
267 SCHOOL ASSISTANT RELIEF BENEFITS	30,191	794	794		794	29,397	97% !!	27,118	279	279		279	26,839	99%
268 CASUAL CLERICAL BENEFITS	10,368	1,418	1,418		1,418	8,950	86% !!	10,690	1,518	1,518		1,518	9,172	86%
291 TRUSTEE BENEFITS	20,871	1,722	1,722		1,722	19,149	92% !!	18,414	1,610	1,610		1,610	16,804	91%
299 OTHER - BENEFITS	0	0	0		0	0	0% !!	(238,844)	0	0		0	(238,844)	100%
<b>TOTAL -- BENEFITS</b>	<b>47,128,699</b>	<b>2,657,673</b>	<b>2,657,673</b>	<b>0</b>	<b>2,657,673</b>	<b>44,471,026</b>	<b>94% !!</b>	<b>43,058,014</b>	<b>2,317,194</b>	<b>2,317,194</b>	<b>0</b>	<b>2,317,194</b>	<b>40,740,820</b>	<b>95%</b>
SERVICES & SUPPLIES														
311 AUDIT	32,004	(4,572)	(4,572)		(4,572)	36,576	114% !!	30,988	(18,796)	(18,796)		(18,796)	49,784	161%
312 LEGAL	475,000	(11,379)	(11,379)		(11,379)	486,379	102% !!	250,000	(11,943)	(11,943)		(11,943)	261,943	105%
323 SOFTWARE MAINTENANCE	1,354,031	639,275	639,275	56,794	696,069	657,962	49% !!	1,120,674	183,921	183,921	84,350	268,271	852,403	76%
324 HARDWARE MAINTENANCE	120,070	0	0	29,489	29,489	90,581	75% !!	118,130	4,449	4,449		4,449	113,681	96%
331 CONTRACTED TRANSPORTATION	933,789	9,285	9,285		9,285	924,504	99% !!	911,286	9,544	9,544		9,544	901,742	99%
332 TRANSPORTATION ASSISTANCE	39,645	0	0		0	39,645	100% !!	15,000	0	0		0	15,000	100%
334 SCHOOL JOURNEYS	82,800	0	0		0	82,800	100% !!	9,375	18,401	18,401		18,401	(9,026)	-96%
341 PRO-D & TRAVEL	520,150	25,468	25,468	10,109	35,577	484,573	93% !!	613,134	17,699	17,699		17,699	595,435	97%
342 TRAVEL MILEAGE	2,850	0	0		0	2,850	100% !!	2,134	0	0		0	2,134	100%
343 LOCAL MILEAGE	66,539	802	802		802	65,737	99% !!	69,586	542	542		542	69,044	99%
364 LEASES	62,851	5,798	5,798		5,798	57,053	91% !!	21,851	0	0		0	21,851	100%
371 MEMBERSHIP FEES	131,133	90,307	90,307		90,307	40,826	31% !!	50,088	91,034	91,034		91,034	(40,946)	-82%
391 PREMIUMS	599,177	48,997	48,997		48,997	550,180	92% !!	479,973	46,194	46,194		46,194	433,779	90%
392 DEDUCTIBLES PAID	0	(30,000)	(30,000)		(30,000)	30,000	0% !!	0	0	0		0	0	0%
421 POINT OF SALE FEES	24,200	1,423	1,423		1,423	22,777	94% !!	16,200	2,331	2,331		2,331	13,869	86%
422 BANK SERVICE CHARGES	46,207	4,952	4,952		4,952	41,255	89% !!	127,555	3,973	3,973		3,973	123,582	97%
431 LAND TELEPHONE	170,000	11,088	11,088		11,088	158,912	93% !!	170,000	11,175	11,175		11,175	158,825	93%

MONTHLY FINANCIAL REPORT - OPERATING EXPENDITURES - July 2024															
	2024-2025							2023-2024							
	Budget	July 2024	YTD	Encumbrances	Total Exp	Available	% !!	Budget	July 2023	YTD	Encumbrances	Total Exp	Available	%	
438 CELL PHONES	136,701	16,181	16,181		16,181	120,520	88%	152,898	14,871	14,871		14,871	138,027	90%	
439 DIGITAL SERVICES RECOVERY	830,987	0	0		0	830,987	100%	743,027	0	0		0	743,027	100%	
441 POSTAGE	14,170	1,690	1,690		1,690	12,480	88%	22,917	2,005	2,005	1,622	3,628	19,289	84%	
444 COURIER SERVICE	16,270	(989)	(989)		(989)	17,259	106%	12,937	(249)	(249)		(249)	13,186	102%	
445 ADVERTISING	98,292	35,986	35,986		35,986	62,306	63%	108,342	46,469	46,469		46,469	61,873	57%	
446 PHOTOCOPYING	27,062	0	0		0	27,062	100%	22,692	0	0		0	22,692	100%	
447 PRINTING SERVICES	5,360	9,975	9,975		9,975	(4,615)	-86%	9,539	0	0		0	9,539	100%	
448 AGENT FEE	1,194,320	617,997	617,997		617,997	576,323	48%	261,647	661,789	661,789		661,789	(400,142)	-153%	
450 GRANTS	142,692	0	0		0	142,692	100%	63,765	0	0		0	63,765	100%	
451 CULTURAL ENRICHMENT	7,800	0	0		0	7,800	100%	7,800	0	0		0	7,800	100%	
452 HONORARIA	13,000	0	0		0	13,000	100%	11,600	0	0		0	11,600	100%	
457 GIFT / GIFT CERTIFICATES	1,384	0	0		0	1,384	100%	1,900	40	40		40	1,860	98%	
460 LICENCES	24,710	0	0		0	24,710	100%	22,500	0	0		0	22,500	100%	
462 SECURITY	95,000	10,795	10,795	965	11,761	83,239	88%	84,000	6,140	6,140	14,935	21,075	62,925	75%	
467 FLEET TELEMATICS	24,500	6,694	6,694		6,694	17,806	73%	24,500	6,104	6,104		6,104	18,396	75%	
469 MISCELLANEOUS SERVICES	3,030,029	117,665	117,665	476,302	593,967	2,436,062	80%	3,196,403	221,211	221,211	971,433	1,192,644	2,003,759	63%	
481 PORTABLE MOVES	60,000	5,861	5,861	15,170	21,031	38,969	65%	0	0	0		0	0	0%	
501 CAFETERIA FOOD	3,254	0	0		0	3,254	100%	31,393	0	0		0	31,393	100%	
503 WOOD	0	0	0		0	0	0%	1,000	0	0		0	1,000	100%	
511 ADMINISTRATIVE SUPPLIES	92,882	11,659	11,659		11,659	81,223	87%	99,040	1,169	1,169		1,169	97,871	99%	
512 COPY/PRINTER SUPPLIES	0	0	0		0	0	0%	4,729	0	0		0	4,729	100%	
514 JANITORIAL SUPPLIES	562,000	16,942	16,942		16,942	545,058	97%	462,000	18,491	18,491		18,491	443,509	96%	
515 VEHICLE SUPPLIES	80,000	13,377	13,377		13,377	66,623	83%	45,000	(1,072)	(1,072)		(1,072)	46,072	102%	
516 MEDICAL SUPPLIES	0	0	0		0	0	0%	461	0	0		0	461	100%	
517 TIRE PURCHASES	25,000	1,917	1,917		1,917	23,083	92%	25,000	1,689	1,689		1,689	23,311	93%	
518 VEHICLE FUEL PURCHASES	180,534	14,981	14,981		14,981	165,553	92%	180,534	(24,935)	(24,935)		(24,935)	205,469	114%	
519 INSTRUCTIONAL SUPPLIES	3,646,511	135,834	135,834	80,727	216,560	3,429,951	94%	4,597,934	116,685	116,685	116,984	233,670	4,364,264	95%	
520 BOOKS & GUIDES	555,598	3,060	3,060		3,060	552,538	99%	843,682	0	0	2,319	2,319	841,363	100%	
525 MAGAZINES & PERIODICALS	0	0	0		0	0	0%	358	0	0		0	358	100%	
534 SOFTWARE	10,200	13,186	13,186		13,186	(2,986)	-29%	16,033	10,888	10,888		10,888	5,145	32%	
541 LIGHT & POWER	1,618,000	1,907	1,907		1,907	1,616,093	100%	1,566,000	5,238	5,238		5,238	1,560,762	100%	
551 GAS	1,892,000	(58,373)	(58,373)		(58,373)	1,950,373	103%	1,810,000	(61,411)	(61,411)		(61,411)	1,871,411	103%	
552 OIL	29,250	0	0		0	29,250	100%	26,200	0	0		0	26,200	100%	
561 WATER	532,000	35,325	35,325		35,325	496,675	93%	442,000	3,967	3,967		3,967	438,033	99%	
562 SEWER USER CHARGE	325,000	23,871	23,871		23,871	301,129	93%	346,000	4,738	4,738		4,738	341,262	99%	
563 STORMWATER	112,500	0	0		0	112,500	100%	87,000	0	0		0	87,000	100%	
572 GARBAGE DISPOSAL	190,000	0	0		0	190,000	100%	165,000	124	124		124	164,876	100%	
581 FURNITURE & EQUIP PURCH	280,370	14,757	14,757	134,169	148,926	131,444	47%	539,314	11,664	11,664	139,783	151,448	387,866	72%	
582 VEHICLE PURCHASES	65,000	0	0		0	65,000	100%	65,000	0	0		0	65,000	100%	
590 COMPUTER PURCHASES	1,837,953	36,308	36,308	218,365	254,673	1,583,280	86%	2,173,109	164,254	164,254	403,141	567,395	1,605,714	74%	
594 RECONCILIATION ADJUSTMENTS	0	(2)	(2)		(2)	2	0%	0	937	937		937	(937)	0%	
599 SUPPLIES RECOVERIES	(23,406)	(21,406)	(21,406)		(21,406)	(2,000)	9%	(5,375)	0	0		0	(5,375)	100%	
TOTAL -- SERVICES & SUPPLIES	22,397,369	1,856,641	1,856,641	1,022,091	2,878,731	19,518,638	87%	22,273,853	1,569,331	1,569,331	1,734,568	3,303,899	18,969,954	85%	
GRAND TOTAL	258,886,084	7,350,528	7,350,528	1,022,091	8,372,619	250,513,465	97%	245,654,043	6,707,270	6,707,270	1,734,568	8,441,839	237,212,204	97%	

## MONTHLY FINANCIAL REPORT - OPERATING REVENUES - August 2024

	2024-2025					2023-2024					
	Budget	August 2024	YTD	Available	%	!!	Budget	August 2023	YTD	Available	%
602 CE/HL OTHER FEES	50	0	0	50	100%	!!	50	0	0	50	100%
605 CE/HL REGISTRATION FEES	10,045	250	250	9,795	98%	!!	7,300	400	400	6,900	95%
621 MINISTRY BLOCK FUNDING	230,854,057	6,898,285	13,865,245	216,988,812	94%	!!	214,957,633	6,427,790	12,855,580	202,102,053	94%
629 OTHER MIN OF ED GRANTS	2,259,138	0	0	2,259,138	100%	!!	2,435,678	0	0	2,435,678	100%
641 REVENUE -OTHER PROV MINISTRIES	286,649	40,865	2,899	283,750	99%	!!	278,272	86,053	63,371	214,901	77%
642 REVENUE -OTHER SCHOOL DISTRICTS	8,820	4,920	6,120	2,700	31%	!!	2,700	0	0	2,700	100%
644 CE/HL COURSE FEES	8,500	0	0	8,500	100%	!!	10,000	0	0	10,000	100%
645 REVENUE-CAFETERIA	3,254	0	3,254	(0)	0%	!!	2,068	0	2,068	0	0%
647 OFFSHORE STUDENTS TUITION FEES	15,667,733	175,002	13,257,619	2,410,114	15%	!!	15,670,739	438,264	13,217,826	2,452,913	16%
648 LOCAL EDUCATION AGREEMENTS	940,239	214,343	214,343	725,896	77%	!!	757,317	174,491	174,491	582,826	77%
649 MISC FEES & REVENUE	1,863,818	35,583	712,342	1,151,476	62%	!!	938,384	57,747	708,227	230,157	25%
651 COMMUNITY USE OF FACILITIES	2,170,445	3	(1,176)	2,171,621	100%	!!	1,995,714	105,883	105,883	1,889,831	95%
652 COMMUNITY USE OF FIELDS	85,903	0	0	85,903	100%	!!	82,857	0	0	82,857	100%
653 COMMUNITY USE OF THEATRE	51,140	0	0	51,140	100%	!!	49,806	4,441	4,441	45,365	91%
654 PARKING FEES	36,678	0	332	36,346	99%	!!	35,878	0	428	35,450	99%
655 RENTALS LIAB INS REVENUE	6,516	0	0	6,516	100%	!!	6,361	3,628	3,628	2,733	43%
659 OTHER RENTALS & LEASES	824,569	77,893	93,028	731,541	89%	!!	792,142	148,320	241,455	550,687	70%
661 INTEREST	58,062	4,640	4,640	53,422	92%	!!	58,600	5,404	5,404	53,196	91%
669 INVESTMENT REVENUE	1,871,006	183,033	258,714	1,612,292	86%	!!	1,406,600	211,118	267,291	1,139,309	81%
671 SURPLUS FROM PRIOR YEAR	3,002,244	0	0	3,002,244	100%	!!	6,165,944	6,841,658	6,841,658	(675,714)	-11%
GRAND TOTAL	260,008,866	7,634,815	28,417,609	231,591,257	89%		245,654,043	14,505,197	34,492,151	211,161,892	86%

# MONTHLY FINANCIAL REPORT - OPERATING EXPENDITURES - August 2024

	2024-2025							2023-2024						
	Budget	August 2024	YTD	Encumbrances	Total Exp	Available	% !!	Budget	August 2023	YTD	Encumbrances	Total Exp	Available	%
SALARIES														
111 CERTIFICATED TEACHERS	111,330,237	(2,260)	(8,175)		(8,175)	111,338,412	100% !!	106,896,266	(8,767)	(11,022)		(11,022)	106,907,288	100%
112 P&VP SALARIES	14,872,635	1,170,512	2,355,763		2,355,763	12,516,872	84% !!	13,958,344	1,118,681	2,280,817		2,280,817	11,677,527	84%
114 ALLIED SPECIALISTS	2,190,482	0	0		0	2,190,482	100% !!	1,925,095	0	0		0	1,925,095	100%
115 DEPARTMENT HEAD ALLOWANCES	298,088	0	0		0	298,088	100% !!	292,238	0	0		0	292,238	100%
120 EXEMPT STAFF (CERT)	1,137,327	96,680	193,359		193,359	943,968	83% !!	1,013,606	77,970	155,939		155,939	857,667	85%
121 EXEMPT STAFF (NON-CERT)	4,039,159	320,467	634,750		634,750	3,404,409	84% !!	4,163,380	304,658	596,424		596,424	3,566,956	86%
122 CUSTODIANS	2,134,048	254,058	375,476		375,476	1,758,572	82% !!	2,081,997	116,117	204,573		204,573	1,877,424	90%
123 JANITORS	4,449,995	503,258	753,913		753,913	3,696,082	83% !!	4,315,060	342,220	588,978		588,978	3,726,082	86%
125 FOREPERSON	598,129	56,307	77,398		77,398	520,731	87% !!	580,403	42,212	64,701		64,701	515,702	89%
126 TRADESPEOPLE	4,273,973	444,949	690,066		690,066	3,583,907	84% !!	4,402,207	336,197	572,133		572,133	3,830,074	87%
131 SCHOOL ASSISTANT SALARIES	21,316,278	44,287	186,719		186,719	21,129,559	99% !!	21,023,819	36,817	171,801		171,801	20,852,018	99%
142 CLERICAL SALARIES	10,280,907	440,955	853,980		853,980	9,426,927	92% !!	10,341,942	427,570	878,951		878,951	9,462,991	92%
161 TTOC SALARIES	11,272,808	44,600	(17,943)		(17,943)	11,290,751	100% !!	9,286,887	25,731	45,171		45,171	9,241,716	100%
165 RELIEF LABOUR	352,271	14,391	33,028		33,028	319,243	91% !!	343,391	19,103	24,207		24,207	319,184	93%
166 382 EXTRA STAFF SALARIES	300,442	135,394	198,832		198,832	101,610	34% !!	336,199	54,894	118,388		118,388	217,811	65%
167 SCHOOL ASSIST RELIEF	264,841	6,882	13,275		13,275	251,566	95% !!	246,550	1,390	1,390		1,390	245,160	99%
168 CASUAL CLERICAL SALARIES	90,946	6,238	15,079		15,079	75,867	83% !!	95,059	3,069	9,446		9,446	85,613	90%
191 TRUSTEES INDEMNITY	257,671	21,143	42,286		42,286	215,385	84% !!	248,841	20,400	40,801		40,801	208,040	84%
199 RECOVERIES	(136,917)	0	(3,731)		(3,731)	(133,186)	97% !!	(1,229,108)	(2,838)	(6,527)		(6,527)	(1,222,581)	99%
<b>TOTAL -- SALARIES</b>	<b>189,323,320</b>	<b>3,557,860</b>	<b>6,394,075</b>	<b>0</b>	<b>6,394,075</b>	<b>182,929,245</b>	<b>97% !!</b>	<b>180,322,176</b>	<b>2,915,424</b>	<b>5,736,170</b>	<b>0</b>	<b>5,736,170</b>	<b>174,586,006</b>	<b>97%</b>
BENEFITS														
211 TEACHER BENEFITS	28,389,211	0	1,235,594		1,235,594	27,153,617	96% !!	26,189,584	12,223	1,036,072		1,036,072	25,153,512	96%
212 P&VP BENEFITS	3,093,506	201,461	446,335		446,335	2,647,171	86% !!	2,917,293	190,613	422,684		422,684	2,494,609	86%
214 ALLIED SPECIALISTS BENEFITS	558,572	0	20,745		20,745	537,827	96% !!	417,746	51	14,769		14,769	402,977	96%
215 DEPT HEAD ALLOWANCE BENEFITS	76,013	0	2,764		2,764	73,249	96% !!	71,598	0	2,330		2,330	69,268	97%
218 EMPLOYEE FUTURE BENEFITS EXPENSE	467,910	2,295	394,420		394,420	73,490	16% !!	435,998	18,270	404,557		404,557	31,441	7%
220 EXEMPT (CERT) - BENEFITS	218,367	15,914	35,270		35,270	183,097	84% !!	192,586	12,630	27,730		27,730	164,856	86%
221 EXEMPT (N-CERT) BENEFITS	779,557	56,634	124,714		124,714	654,843	84% !!	811,859	54,314	118,650		118,650	693,209	85%
222 CUSTODIAN BENEFITS	488,697	58,267	98,371		98,371	390,326	80% !!	458,039	28,045	57,099		57,099	400,940	88%
223 JANITOR BENEFITS	1,019,049	118,433	204,834		204,834	814,215	80% !!	949,313	82,200	162,715		162,715	786,598	83%
225 FOREPERSON BENEFITS	136,971	13,961	21,454		21,454	115,517	84% !!	127,690	8,913	15,522		15,522	112,168	88%
226 TRADESPEOPLE BENEFITS	978,740	99,730	174,596		174,596	804,144	82% !!	967,553	76,278	146,509		146,509	821,044	85%
231 SCHOOL ASSISTANT BENEFITS	5,627,409	5,643	203,892		203,892	5,423,517	96% !!	5,227,589	5,703	177,424		177,424	5,050,165	97%
242 CLERICAL BENEFITS	2,714,158	94,350	300,168		300,168	2,413,990	89% !!	2,572,911	107,752	290,887		290,887	2,282,024	89%
261 TTOC BENEFITS	2,434,923	8,947	56,048		56,048	2,378,875	98% !!	1,829,521	4,566	30,721		30,721	1,798,800	98%
265 RELIEF LABOUR BENEFITS	40,159	1,688	4,284		4,284	35,875	89% !!	36,056	2,443	3,329		3,329	32,727	91%
266 382 EXTRA STAFF BENEFITS	34,250	15,979	23,544		23,544	10,706	31% !!	35,300	5,734	12,523		12,523	22,777	65%
267 SCHOOL ASSISTANT RELIEF BENEFITS	30,191	778	1,572		1,572	28,619	95% !!	27,118	167	447		447	26,672	98%
268 CASUAL CLERICAL BENEFITS	10,368	636	2,060		2,060	8,308	80% !!	10,690	359	1,876		1,876	8,814	82%
291 TRUSTEE BENEFITS	20,871	1,722	3,444		3,444	17,427	84% !!	18,414	1,610	3,219		3,219	15,195	83%
299 OTHER - BENEFITS					0	0	0% !!	(238,844)	0	0		0	(238,844)	100%
<b>TOTAL -- BENEFITS</b>	<b>47,118,922</b>	<b>696,437</b>	<b>3,354,111</b>	<b>0</b>	<b>3,354,111</b>	<b>43,764,811</b>	<b>93% !!</b>	<b>43,058,014</b>	<b>611,871</b>	<b>2,929,065</b>	<b>0</b>	<b>2,929,065</b>	<b>40,128,949</b>	<b>93%</b>
SERVICES & SUPPLIES														
311 AUDIT	32,004	0	(4,572)		(4,572)	36,576	114% !!	30,988	15,240	(3,556)		(3,556)	34,544	111%
312 LEGAL	475,000	48,847	37,469		37,469	437,531	92% !!	250,000	22,992	11,049		11,049	238,951	96%
323 SOFTWARE MAINTENANCE	1,354,069	44,572	683,847	56,794	740,641	613,428	45% !!	1,120,674	584,364	768,285	82,207	850,492	270,182	24%
324 HARDWARE MAINTENANCE	120,070	29,489	29,489	22,499	51,988	68,082	57% !!	118,130	0	4,449		4,449	113,681	96%
331 CONTRACTED TRANSPORTATION	933,789	6,256	15,541		15,541	918,248	98% !!	911,286	48,984	58,527		58,527	852,759	94%
332 TRANSPORTATION ASSISTANCE	39,645	0	0		0	39,645	100% !!	15,000	0	0		0	15,000	100%
334 SCHOOL JOURNEYS	84,146	6,930	6,930		6,930	77,216	92% !!	9,375	13,190	31,591		31,591	(22,216)	-237%
341 PRO-D & TRAVEL	532,645	42,949	68,417	10,109	78,526	454,119	85% !!	613,134	30,961	48,660		48,660	564,474	92%
342 TRAVEL MILEAGE	2,850	1,079	1,079		1,079	1,771	62% !!	2,134	809	809		809	1,325	62%
343 LOCAL MILEAGE	68,447	727	1,529		1,529	66,918	98% !!	69,586	1,773	2,314		2,314	67,272	97%
364 LEASES	62,851	2,901	8,698		8,698	54,153	86% !!	21,851	0	0		0	21,851	100%
371 MEMBERSHIP FEES	131,352	3,227	93,535		93,535	37,818	29% !!	50,088	1,201	92,235		92,235	(42,147)	-84%
391 PREMIUMS	599,177	0	48,997		48,997	550,180	92% !!	479,973	56,805	102,999		102,999	376,974	79%
392 DEDUCTIBLES PAID	0	0	(30,000)		(30,000)	30,000	0% !!	0	0	0		0	0	0%
399 SERVICES RECOVERY	0	(15,303)	(15,303)		(15,303)	15,303	0% !!	0	0	0		0	0	0%
421 POINT OF SALE FEES	24,200	1,105	2,528		2,528	21,672	90% !!	16,200	1,357	3,687		3,687	12,513	77%
422 BANK SERVICE CHARGES	46,182	4,330	9,281		9,281	36,901	80% !!	127,555	5,746	9,719		9,719	117,836	92%

MONTHLY FINANCIAL REPORT - OPERATING EXPENDITURES - August 2024															
	2024-2025								2023-2024						
	Budget	August 2024	YTD	Encumbrances	Total Exp	Available	%		Budget	August 2023	YTD	Encumbrances	Total Exp	Available	%
431 LAND TELEPHONE	170,000	14,968	26,056		26,056	143,944	85%	!!	170,000	2,808	13,983		13,983	156,017	92%
438 CELL PHONES	143,994	22,183	38,364		38,364	105,630	73%	!!	152,898	15,304	30,175		30,175	122,723	80%
439 DIGITAL SERVICES RECOVERY	830,987	0	0		0	830,987	100%	!!	743,027	0	0		0	743,027	100%
441 POSTAGE	19,036	2,359	4,049		4,049	14,987	79%	!!	22,917	1,495	3,500	1,622	5,122	17,795	78%
444 COURIER SERVICE	17,898	1,245	256		256	17,642	99%	!!	12,937	609	360		360	12,577	97%
445 ADVERTISING	98,342	3,416	39,402		39,402	58,940	60%	!!	108,342	13,100	59,569		59,569	48,773	45%
446 PHOTOCOPYING	23,194	0	0		0	23,194	100%	!!	22,692	0	0		0	22,692	100%
447 PRINTING SERVICES	5,802	5,823	15,798		15,798	(9,996)	-172%	!!	9,539	199	199		199	9,340	98%
448 AGENT FEE	1,194,320	24,176	642,172		642,172	552,148	46%	!!	261,647	41,624	703,413		703,413	(441,766)	-169%
450 GRANTS	142,692	0	0		0	142,692	100%	!!	63,765	0	0		0	63,765	100%
451 CULTURAL ENRICHMENT	7,800	0	0		0	7,800	100%	!!	7,800	0	0		0	7,800	100%
452 HONORARIA	13,000	0	0		0	13,000	100%	!!	11,600	400	400		400	11,200	97%
457 GIFT / GIFT CERTIFICATES	1,534	50	50		50	1,484	97%	!!	1,900	303	343		343	1,557	82%
460 LICENCES	24,710	0	0		0	24,710	100%	!!	22,500	0	0		0	22,500	100%
462 SECURITY	95,000	4,469	15,265	965	16,230	78,770	83%	!!	84,000	6,318	12,458	13,538	25,996	58,004	69%
467 FLEET TELEMATICS	24,500	2,659	9,352		9,352	15,148	62%	!!	24,500	60	6,164		6,164	18,336	75%
469 MISCELLANEOUS SERVICES	3,156,664	178,025	295,690	512,997	808,687	2,347,977	74%	!!	3,196,403	282,201	503,411	1,015,178	1,518,589	1,677,814	52%
481 PORTABLE MOVES	60,000	0	5,861	15,170	21,031	38,969	65%	!!	0	0	0		0	0	0%
501 CAFETERIA FOOD	9,633	0	0		0	9,633	100%	!!	31,393	(35)	(35)		(35)	31,428	100%
503 WOOD	187	0	0		0	187	100%	!!	1,000	0	0		0	1,000	100%
511 ADMINISTRATIVE SUPPLIES	124,939	8,480	20,139		20,139	104,800	84%	!!	99,040	15,297	16,466		16,466	82,574	83%
512 COPY/PRINTER SUPPLIES	233	720	720		720	(487)	-209%	!!	4,729	536	536		536	4,193	89%
514 JANITORIAL SUPPLIES	562,000	12,631	29,573		29,573	532,427	95%	!!	462,000	18,711	37,202		37,202	424,798	92%
515 VEHICLE SUPPLIES	80,000	16,277	29,654		29,654	50,346	63%	!!	45,000	8,753	7,681		7,681	37,319	83%
516 MEDICAL SUPPLIES	675	0	0		0	675	100%	!!	461	0	0		0	461	100%
517 TIRE PURCHASES	25,000	2,004	3,920		3,920	21,080	84%	!!	25,000	(54)	1,635		1,635	23,365	93%
518 VEHICLE FUEL PURCHASES	180,534	15,792	30,772		30,772	149,762	83%	!!	180,534	38,891	13,956		13,956	166,578	92%
519 INSTRUCTIONAL SUPPLIES	4,356,748	116,013	251,847	228,536	480,383	3,876,365	89%	!!	4,597,934	205,666	322,351	123,380	445,731	4,152,203	90%
520 BOOKS & GUIDES	629,222	2,603	5,663		5,663	623,559	99%	!!	843,682	788	788	2,319	3,107	840,575	100%
525 MAGAZINES & PERIODICALS	204	30	30		30	174	85%	!!	358	30	30		30	328	92%
530 AUDIO VISUAL MATERIALS	26	0	0		0	26	100%	!!	0	0	0		0	0	0%
534 SOFTWARE	17,255	0	13,186		13,186	4,069	24%	!!	16,033	0	10,888		10,888	5,145	32%
541 LIGHT & POWER	1,618,000	94,753	96,660		96,660	1,521,340	94%	!!	1,566,000	91,644	96,882		96,882	1,469,118	94%
551 GAS	1,892,000	7,142	(51,230)		(51,230)	1,943,230	103%	!!	1,810,000	8,548	(52,862)		(52,862)	1,862,862	103%
552 OIL	29,250	0	0		0	29,250	100%	!!	26,200	0	0		0	26,200	100%
561 WATER	532,000	11,932	47,257		47,257	484,743	91%	!!	442,000	34,242	38,209		38,209	403,791	91%
562 SEWER USER CHARGE	325,000	8,439	32,310		32,310	292,691	90%	!!	346,000	15,462	20,200		20,200	325,800	94%
563 STORMWATER	112,500	0	0		0	112,500	100%	!!	87,000	0	0		0	87,000	100%
572 GARBAGE DISPOSAL	190,000	10,324	10,324		10,324	179,676	95%	!!	165,000	7,487	7,612		7,612	157,388	95%
581 FURNITURE & EQUIP PURCH	431,371	17,522	32,279	127,455	159,735	271,636	63%	!!	539,314	23,584	35,248	146,027	181,275	358,039	66%
582 VEHICLE PURCHASES	65,000	0	0		0	65,000	100%	!!	65,000	0	0		0	65,000	100%
590 COMPUTER PURCHASES	1,892,110	219,214	255,522	42,875	298,397	1,593,713	84%	!!	2,173,109	15,115	179,369	1,042,136	1,221,505	951,604	44%
594 RECONCILIATION ADJUSTMENTS	0	104	103		103	(103)	0%	!!	0	11	948		948	(948)	0%
599 SUPPLIES RECOVERIES	(43,163)	(20,924)	(42,330)		(42,330)	(833)	2%	!!	(5,375)	(360)	(360)		(360)	(5,015)	93%
<b>TOTAL -- SERVICES &amp; SUPPLIES</b>	<b>23,566,624</b>	<b>959,535</b>	<b>2,816,175</b>	<b>1,017,402</b>	<b>3,833,577</b>	<b>19,733,047</b>	<b>84%</b>	<b>!!</b>	<b>22,273,853</b>	<b>1,632,157</b>	<b>3,201,488</b>	<b>2,426,406</b>	<b>5,627,895</b>	<b>16,645,958</b>	<b>75%</b>
<b>GRAND TOTAL</b>	<b>260,008,866</b>	<b>5,213,833</b>	<b>12,564,361</b>	<b>1,017,402</b>	<b>13,581,763</b>	<b>246,427,103</b>	<b>95%</b>	<b>!!</b>	<b>245,654,043</b>	<b>5,159,453</b>	<b>11,866,723</b>	<b>2,426,406</b>	<b>14,293,130</b>	<b>231,360,913</b>	<b>94%</b>

## 2023-2024 Budget Change Report: June 2024 - Operating

	Revenue	Expenses
<b>2023-2024 Preliminary Budget - Operating (Board Approved Apr 6-23)</b>	<b>239,638,436</b>	<b>243,980,495</b>
<b>Amended Surplus Appropriation (Board Approved February 26-24)</b>		
Budgeted Prior Year Surplus Appropriation	1,694,479	-
	<b>1,694,479</b>	<b>-</b>
<b>Changes - Surplus Appropriation (Board Approved Sep 25-23)</b>		
Net School Funded Balances	997,230	997,230
Purchase Order Commitments	826,655	826,655
Department Carry Forwards	2,261,658	2,261,658
	<b>4,085,543</b>	<b>4,085,543</b>
	<b>245,418,458</b>	<b>248,066,038</b>
<b>Changes - Amended Budget</b>		
SkilledTradesBC Grant Increase	9,711	9,711
ASSAI Deferred Revenue	4,233	4,233
Misc Donations and Revenues to August 31	3,589	3,589
Adjust Cafeteria Revenue budget (budget adjusted as actual revenues received)	(125,000)	(125,000)
Adjust Theatre Revenue budget (budget adjusted as actual revenues received)	(45,227)	(45,227)
EA Bridging Program (Carry Forward)	-	37,000
BCSTA Dues (Carry Forward)	-	61,660
Elementary Strings (Carry Forward)	-	53,134
Cost of Living Allowance (COLA) Labour Settlement Funding	2,304,892	-
Reduce Budgeted 23-24 Surplus Appropriation for COLA Adjustment	(2,203,057)	-
Teacher & Support Staff Benefits Enhancement Labour Settlement Funding	318,107	318,107
Management Salary Increases Labour Settlement Funding	1,135,578	1,172,578
Victoria Foundation Grant - Welcome and Learning Centre	10,000	10,000
Cafeteria Revenues to September 30	23,242	23,242
Misc Donations and Revenues to September 30	23,083	23,083
2023-2024 Odyssey Program (Language Assistant)	30,400	33,586
Cafeteria Revenues to October 31	21,007	21,007
Misc Donations and Revenues to October 31	5,156	5,156
Additional ASSAI funding for James Bay Community School Society	2,000	2,000
Cafeteria Revenues to November 29	32,421	32,421
Misc Donations and Revenues to November 29	406,784	406,784
Cafeteria Revenues to December 31	31,780	31,780
Misc Donations and Revenues to December 31	1,489	1,489
Amended Annual Budget Changes to February 26, 2024	6,774,000	4,036,275
2014 Benefits Standardization Grant	24,497	-
2019 Standard EHB Improvements Grant	180,317	-
Digital Services Recovery Increase	-	87,960
Estimated Arbitration Award	-	140,318
Misc Donations and Revenues to March 31	(16,662)	(16,662)
February 2024 Special Needs Enrolment Growth	414,840	414,840
February 2024 New Refugee & ELL Enrolment Growth	132,312	132,312
February 2024 Continuing Education Enrolment Growth	6,521	6,521
February 2024 Distributed Learning Enrolment Decline	(23,503)	-
February 2024 Pathways & Partnerships Enrolment Decline	(3,532)	-



## 2023-2024 Budget Change Report: June 2024 - Operating

Misc Donations and Revenues to April 30	9,683	9,683
Community Wellness Grant	12,000	12,000
Adjust SD 62 Meal Support Program	(2,700)	-
Misc Donations and Revenues to May 31	27,075	27,075
Additional Interest Revenue earned to June 30	283,252	0
May 2024 Continuing Education Enrolment Growth	8,648	8,648
May 2024 Distributed Learning Enrolment Decline	(28,853)	-
May 2024 Pathways & Partnerships Enrolment Growth	2,818	-
Return ASSAI funding for James Bay Community School Society	(2,000)	(2,000)
Set up ASSAI Deferred Revenue	(2,899)	(2,899)
Adjust LEA Revenue to actual	(67,729)	(67,729)
2023-2024 Odyssey Program (Language Assistant) Additional Funding	3,000	3,000
TASK Shed Sales	8,600	
Additional International Education Revenues	260,693	198,181
Misc Donations and Revenues to June 30	48,463	48,463
Total Changes:	<u>9,808,288</u>	<u>6,930,655</u>

### 2023-2024 Amended Budget - Operating to June 30, 2024

<u><b>255,226,746</b></u>	<u><b>254,996,693</b></u>
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### Contingencies and Fund Balances at June 30, 2023

Unrestricted Operating Surplus (Contingency) - District (Board approved Sept 25-23)	<u>617,113</u>
0.27% of previous year's operating expense	<u>617,113</u>
Local Capital	557,564
Ministry of Education and Child Care Restricted Capital	<u>3,049,542</u>
	<u><b>3,607,106</b></u>

## 2023-2024 Budget Change Report: June 2024 - Special Purpose

	Revenue	Expenses
<b>CommunityLINK</b>		
Cost of Living Allowance (COLA)	25,696	25,696
Projected Decreased use of Deferred Revenue	(27,939)	(27,939)
	(2,243)	(2,243)
<b>Health Care Dual Credit Expansion</b>		
South Island Partnership Grant, paid directly to South Island Partnership	50,000	50,000
	50,000	50,000
<b>Classroom Enhancement Fund - Remedies</b>		
Remedies Grant	1,755,655	1,755,655
2022/23 Remedies Adjustment	158,418	158,418
	1,914,073	1,755,655
<b>Classroom Enhancement Fund - Staffing</b>		
Increased Funding	464,255	464,255
	464,255	464,255
<b>Annual Facility Grant</b>		
Projected Increase in Interest Income	1,294	1,294
	1,294	1,294
<b>Scholarships and Bursaries</b>		
Projected Increase in Investment Income	1,000	1,000
	1,000	1,000
<b>School Generated Funds</b>		
Projected Increase in School Activities	476,400	476,400
Projected Increase in Interest Income	55,075	55,075
	531,475	531,475
<b>StrongStart</b>		
Projected use of Deferred Revenue	4,598	4,598
	4,598	4,598
<b>Ready, Set, Learn</b>		
Projected use of Deferred Revenue	27,375	27,375
	27,375	27,375

## 2023-2024 Budget Change Report: June 2024 - Special Purpose

	Revenue	Expenses
<b>OLEP</b>		
French Immersion Program Growth Grant	126,150	126,150
	<u>126,150</u>	<u>126,150</u>
<b>First Nation Student Transportation</b>		
Ministry Grant	104,604	
Approval to spend 2021/22 carry forward funds	25,863	
Songhees Nation to/from school bussing		38,703
Esquimalt Nation to/from school bussing		20,574
Songhees Nation Special Supports		28,380
Songhees Nation Extracurricular Activities		24,324
Esquimalt Nation Extracurricular Activities		18,486
	<u>130,467</u>	<u>130,467</u>
<b>Mental Health in Schools</b>		
Projected use of Deferred Revenue	5,411	5,411
	<u>5,411</u>	<u>5,411</u>
<b>Changing Results for Young Children</b>		
Projected Increased use of Deferred Revenue	3,692	3,692
	<u>3,692</u>	<u>3,692</u>
<b>Federal Safe Return to Class / Ventilation Fund</b>		
Projected use of Deferred Revenue	31,534	31,534
	<u>31,534</u>	<u>31,534</u>
<b>Early Childhood Education Dual Credit program</b>		
Grant Received	174,000	174,000
Projected Increased use of Deferred Revenue	15,953	15,953
	<u>189,953</u>	<u>189,953</u>
<b>Student &amp; Family Affordability Fund</b>		
Projected Increased use of Deferred Revenue	139,909	139,909
Grant Received	469,000	469,000
	<u>608,909</u>	<u>608,909</u>
<b>SEY2KT</b>		
Projected Decreased use of Deferred Revenue	(14,576)	(14,576)
	<u>(14,576)</u>	<u>(14,576)</u>

## 2023-2024 Budget Change Report: June 2024 - Special Purpose

	Revenue	Expenses
<b>Early Care &amp; Learning</b>		
Projected use of Deferred Revenue	16,683	16,683
	16,683	16,683
<b>Feeding Futures Fund</b>		
Projected June 30, 2024 Carry Forward	(200,000)	(200,000)
	(200,000)	(200,000)
<b>Estate Trust</b>		
Projected Increase in Investment Income	16,000	16,000
	16,000	16,000
<b>Provincial Resource Programs</b>		
Approved Surplus Retention	7,459	7,459
	7,459	7,459

## 2023-2024 Budget Change Report: June 2024 - Capital

### Local Capital

Interest Income to June 30

Revenue	Expenses
21,043	-
21,043	-

### Ministry of Education and Child Care Restricted

Interest Income to June 30

196,708	-
196,708	-

## 2024-2025 Budget Change Report: August 2024 - Operating

	Revenue	Expenses
<b>2024-2025 Preliminary Budget - Operating (Board Approved Apr 11-24)</b>	<b>257,095,748</b>	<b>258,993,340</b>
<b>Surplus Appropriation (Board Approved Apr 11-24)</b>		
Budgeted 23-24 Surplus Appropriation - Allocated to Expense	1,897,592	-
	<b>1,897,592</b>	<b>0</b>
<b>Changes - Surplus Appropriation (Pending Board Approval Sep 23-24)</b>		
Net School Funded Balances	855,971	997,230
Purchase Order Commitments	248,681	826,655
Department Carry Forwards	3,315,548	2,261,658
	<b>4,420,200</b>	<b>4,085,543</b>
	<b>263,413,540</b>	<b>263,078,883</b>
<b>Changes - Amended Budget</b>		
ASSAI Deferred Revenue	2,899	2,899
Bussing invoiced to other school districts	6,120	6,120
Island Health Community Wellness Grant	12,000	12,000
Misc Donations and Revenues to August 31	40	40
Adjust Cafeteria Revenue budget (budget adjusted as actual revenues received)	(200,000)	(200,000)
Adjust Theatre Revenue budget (budget adjusted as actual revenues received)	(46,439)	(46,439)
Exempt Salary Increases Labour Settlement Funding	531,546	531,546
Cost of Living Adjustment	1,752,845	1,752,845
Total Changes:	2,059,011	2,059,011
<b>2024-2025 Amended Budget - Operating to August 31, 2024</b>	<b>265,472,551</b>	<b>265,137,894</b>
<b>Contingencies and Fund Balances at June 30, 2024</b>		
Unrestricted Operating Surplus (Contingency) - District (Pending Board Approval)	1,000,000	
	<u>1,000,000</u>	.40% of Expenses
Local Capital	20,043	
Ministry of Education and Child Care Restricted Capital	3,236,994	
	<u>3,257,036</u>	

## 2024-2025 Budget Change Report: August 2024 - Special Purpose

### CommunityLINK

Cost of Living Allowance (COLA)

Revenue	Expenses
21,944	21,944
21,944	21,944

### Classroom Enhancement Fund

Cost of Living Allowance (COLA)

231,619	231,619
231,619	231,619

# 2024-2025 Budget Change Report: August 2024 - Capital

## Local Capital

Interest Income to August 31

Revenue	Expenses
177	-
177	-

## Ministry of Education and Child Care Restricted

Interest Income to August 31

63,258	-
63,258	-





# FACILITIES SERVICES

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

## Update for September 16<sup>th</sup>, 2024

Maintenance Services | Minor Capital | Major Capital | Operations  
Transportation | Networks / Communication / Security | Climate / Energy Management

### MONTHLY VANDALISM

Type	Quantity	Notes
Tagging - Graffiti	51	Full schools were seen tagged over the summer. Both internal and external graffiti.
Windows	15	
Doors	9	Entrance doors needing replacement. Broken glass on exterior doors.
Internal Damage - General	5	Stolen fire extinguishers (4) and paper towel dispenser ripped off wall.
External Damage	11	Police and Fire lock boxes removed and full school internal and external re-key, basketball hoop pulled off wall, broken signs, siding removed from exterior of building, large amount of garbage dumped at various school sites, smashed glass in parking lots and outside lights spraypainted black.

### BUILDING MAINTENANCE SERVICES

- **Rockheights** – Major sewer repair complete.
- **Flooring Repairs / Replacements** – Flooring repairs/replacements complete at Eagle View, Frank Hobbs, Torquay and SJ Willis.
- **Mt. Doug** – Hot water main repair completed in foyer.
- **Strawberry Vale** – Siding replacement complete and will continue next summer.
- **Paving** – Paving repairs completed at Spectrum, Torquay, and Facilities.
- **Annual Testing** – Annual Fire Alarm, High Voltage, Sprinkler Testing complete throughout the District.
- **Annual Refurbishment** – Various gym floors refurbished over the summer months.

### INCLUSIVE PROJECTS

- **Oak Bay** – Room was renovated to include a toilet, sink and lift for full wheelchair accessibility.
- Five schools have had stairs, handrails and potential tripping hazards painted for visibility. Braille signs are being made and installed at Lansdowne North and remaining signs installed at Rockheights.

## **MINOR CAPITAL**

- **Lambrick Park Building Upgrade** – Windows installed and project completion expected at end of November.
- **Roofing Projects** – Roof replacements complete at Eagle View, Strawberry Vale Little Red School House and nearing completion at SJ Willis.
- **South Park Roof** – Phase 1 of slate roof complete.
- **Central** – Gym floor replacement complete.
- **Sir James Douglas** – Gym floor replacement complete.
- **South Park** – Interior painting of entire school complete.
- **Colquitz Boiler** – Upgrade nearing completion.
- **Doncaster Unit Ventilators** – Project complete.
- **Foods Program** – Kitchen installations completed for the 2023-24 funding year.

### **Childcare Update**

- **Hillcrest** – Working on occupancy paperwork.
- **Lake Hill** – Occupancy received.
- **McKenzie** – At lockup stage with windows installed, floor insulation and roof complete. Exterior landscaping underway.
- **Vic High** – Forming underway.

### **Classrooms**

- **Sundance** – Portable on site, Variance Permit issued, still waiting on building permit from City of Victoria.

## **MAJOR CAPITAL**

### **Cedar Hill Seismic Project**

- See project update report attached to the Operations Policy & Planning Committee agenda.

## **OPERATIONS**

- The custodial department completed deep cleaning of all 52 sites with construction and cleaning at Southpark after painting project completion.
- Cleaning of classroom carpets at all 27 elementary K -3 music and library sites approximately 350 carpets in total.
- Cartage completed 30 teacher moves for school transfers in the District with up to 150 boxes and furniture for each individual move. Over 3,000 boxes in total moved.
- New daycare studio permit cleaning for Lake Hill and Hillcrest units.
- Daycare cleaning continued throughout the summer for active portable and school sites.
- Replacement of paper towel dispensers with Tork slim dispenser at Campus View to reduce paper use. Custodial will continue to change dispensers throughout the year at more sites.

## **TRANSPORTATION, and GROUNDS**

### **Transportation**

- Initial busing startup has gone well, with 18 Thirdwave routes, and five regular bus routes, including the Songhees route.
- The District has distributed 97 BC Transit passes on top of running our 5 scheduled routes.

### **Grounds**

- The team was busy over the summer staying on top of field and ground maintenance while completing summer projects.
- Oak Bay, Esquimalt and Willows fields have been aerated, sanded and over-seeded. The team will continue to aerate as many school fields as possible this fall.

## **NETWORKS, COMMUNICATION, INFRASTRUCTURE and SECURITY DEPARTMENT**

- Quadra's gym has a new audio system and Hillcrest has a new projection system in their gym
- Spectrum was converted to a FOB site
- TEC packages at Reynolds, Uplands, Glanford, Tolmie, Lambrick, Spectrum, Margaret Jenkins, McKenzie, Quadra Warehouse, Lansdowne, Victor, Colquitz, Doncaster, Shoreline, Torquay, and Strawberry Vale were all serviced and TEC package installations were completed at Lambrick (6), Glanford (6), Vic High (5), Quadra (1), Oaklands (1)
- Craigflower PA system has been upgraded
- Networks has been working with IT to replace legacy switches and access points throughout the District
- Vic High had 2 TVs installed
- A new video announcement system was installed at Vic High
- Shoreline telephone system upgrade was completed
- Esquimalt and Oak Bay have been fully re-keyed to the new District key plan
- The NCIS team is still having to provide ongoing support for TELUS during their upgrade from copper to fibre-optic cable in many of the schools across the District.
- Lambrick Park external locks have been upgraded to a higher security lock
- Monterey and Lake Hill gym projection and sound systems are nearing completion

## **CLIMATE and ENERGY**

- 2024/25 LED Lighting upgrades
  - Oak Bay High LED upgrades wrapped up early to receive 2x rebates
  - SJ Willis underway and 25% completed
  - Oaklands Elementary scheduled to start in October 2024
- 2024/25 Continuous optimization of building automation systems
  - Summer scheduling improvements showed savings across all 5 participating schools
    - 18% electrical savings from 2023
- 2024/25 Educational awareness and Energy Wise Campaigns
  - Campaigns for 2024/25 are being prepared with many improvements
  - Improved climate pledge tree leaves to arrive in 2024/25

- 2024/25 Paper usage scorecards have been delivered
  - As a District we reduced our carbon footprint from paper by 17% in 2023
  - 2024 is on pace the improve once again
  - Congratulations and thank you to over half our schools who have already committed to recycled paper or equivalent in 2024



# Cedar Hill Middle School Seismic Replacement Project SD61 – Board Report September 2024

## 1. Project Summary

Cedar Hill is a two-story building constructed in 1931 with subsequent additions in 1953, 1956, 1959, 1963, 1966, 1972 and 1975. There are nine blocks identified as high risk with 5 of the blocks having an H1 rating (most vulnerable of structures and at the highest risk of widespread damage or structural failure). Cedar Hill is a key asset to meet current and projected enrolment for regular and district education programs. The project will consist of a full seismic replacement with a low carbon design.

## 2. Project Team

The School District Project Team are identified in Appendix 1.

## 3. Scope

The project consists of a full seismic replacement with a low carbon design and is being delivered through a Design-Bid-Build process. The low carbon design will reduce greenhouse gas emissions and surpass the LEED Gold equivalent baseline. The replacement school will have a 575 nominal capacity and will be built on an existing playfield. During construction, the students will remain in the old school, therefore no temporary accommodations are required. Once the new school attains occupancy, the old school will be demolished, and a replacement field will be developed in its place.

## 4. Schedule

The following Table 1 sets out target milestone dates.

**Table 1 – Timetable for Key Milestones (Design-Bid-Build) Completion Dates**

MILESTONES/DELIVERABLES	CPFA APPROVED DATES	UPDATED DATES
Ministry Approval	July 2021	July 2021
Design Development	December, 2021	November, 2022
Construction Documentation	August 31, 2022	March, 2023
Contract Award	October 15, 2022	September, 2023
Construction	October 15, 2024	July, 2025
Occupancy	December 31, 2024	September, 2025
Demolition of Existing School & Geo Install	May 30, 2025	December, 2025
Final Completion	August 31, 2025	Spring, 2026

## 5. Budget:

The maximum approved potential project budget is \$53.6M inclusive of a \$3.6M District contribution. The contribution was originally approved to bridge the cost difference between the option to replace the school and the option to seismically upgrade the school. The Ministry approved funding is for a LEED Gold equivalent school with low carbon design specifications that will reduce greenhouse gas emissions via the mechanical system. The Board also approved the inclusion of a Net Zero Energy Ready with a 100kW Photovoltaic array design for the new school with a further District contribution of \$538K. In August 2023, the School District requested a budget lift from the Ministry, based on the tender results, and have received the increase from \$46.5M to \$53.6M. The funding includes \$4.6M of risk reserve funding which is held by the Ministry for unforeseen items. Ministry approval is required prior to any material changes to the project's scope, schedule, procurement method, or budget.



## Cedar Hill Middle School Seismic Replacement Project SD61 – Board Report September 2024

Cedar Hill Middle School	Progress/ Completion (%)	Budget	YTD Expenses	Remainder	Commitments	Remainder After Commitments	% Available	Prior Period Expenses	Change from Prior Period
Construction	29%	37,214,077	10,615,144.47	26,598,932.53		26,598,932.53	71%	6,526,282.52	4,088,862
Fees	80%	3,565,777	2,853,434	712,343.19	585,346	126,997	4%	2,679,096	174,338
Misc Capital Support	4%	100,000	4,039	95,960.68		95,961	96%	4,039	0
Legal Fees	183%	20,000	36,661	(16,661.34)		(16,661)	-83%	32,882	3,780
Moving, Cartage, Custodial	0%	140,667		140,667.00		140,667	100%		0
Project Management	76%	293,500	224,018	69,482.48	168	69,314	24%	214,328	9,689
School TTOC Budget	100%	17,937	17,937	(0.03)		(0)	0%	17,937	0
Capital Technical Support	0%	50,000		50,000.00		50,000	100%		0
Municipal Fees & Charges	0%	565,700		565,700.00		565,700	100%		0
Equipment	0%	3,000,000		3,000,000.00		3,000,000	100%		0
Prior Year Completed Expenses	100%	122,744	122,744	0.00		0	0%		122,744
Reimbursed AFG	100%	181,396	181,396	0.00		0	0%		181,396
		<b>45,271,798</b>	<b>14,055,373</b>	<b>31,216,425</b>	<b>585,515</b>	<b>30,630,910</b>	<b>68%</b>	<b>9,474,565</b>	<b>4,580,809</b>

### 6. Communication:

#### General

- At conceptual design, schematic design, and design development, the learning community and broader community was informed.
- Engagement started in Fall 2021 and is now complete.
- A Heritage Planner was engaged to provide a report on the heritage of the existing 1930's block.
- A traffic Consultant was engaged to provide a comprehensive traffic plan for the future school.
- Conceptual Design, Schematic Design and Design Development approvals have been obtained with the Ministry of Education and Childcare and the Board of Education.
- Monthly community updates are sent to the PAC, community, and surrounding schools.

### 7. Procurement:

- The project is being procured/delivered using a Design-Bid-Build contract.
- The project tender was awarded in September 2023.
- Yellowridge Construction Ltd. was the successful bidder.

### 8. Building Permit:

- In November 2022, the architect and sub consultants submitted the construction drawings to Saanich for Building Permit approval.
- In September 2023, the Building Permit was received.
- A Cost-Share Agreement is required for the District to upgrade a portion of the Cedar Hill Road frontage for Saanich. The Cost-Share Agreement with Saanich is finalized and signed by both parties.

### 9. Work Recently Completed

- All concrete slabs poured
- All structural steel erected
- Envelope installation underway
- Steel stud installation underway



# Cedar Hill Middle School Seismic Replacement Project SD61 – Board Report September 2024

## 10. Work to be completed over the coming month

- Roof complete
- Gregory Place off-site work continuing
- Envelope installation continuing
- Steel stud installation continuing

## Appendix 1 – Project Team

- Katrina Stride, Secretary-Treasurer
- Maryanne Trofimuk, Cedar Hill Principal
- Sean Powell, Acting Associate Superintendent
- Marni Vistisen-Harwood, Director of Facilities
- Stephen Monahan, Manager of Major Capital Projects
- Gordon Wallace, Project Manager

## Appendix 2 – Risk Analysis

Note that Risk Items identified as “Previously Identified Project Risks” means that these are risks that were identified as project risks during preparation of the Project Definition Report (PDR). As such, there is provision in the Capital Project Funding Agreement with the Ministry for additional funding to be provided against those risks in the event of increased costs.

IDENTIFIED RISKS	Probability	Consequence / Impact		
		Cost	Schedule	
Hazardous Material Abatement	Moderate	Moderate	Low	Previously Identified Project Risk
Demolition	Low	Low	Low	Previously Identified Project Risk,
Additional Economic Adjustments	High	High	High	Previously Identified Project Risk
COVID impact on supply chain and procurement	High	High	High	Not Previously Identified Project Risk
Unknown /Unforeseen Site Conditions	Moderate	High	Low	Previously Identified Project Risk
Currency Valuations/Market Uncertainty/Tariffs	High	High	High	Previously Identified Project Risk
A approval Delays	High	High	High	Previously Identified Project Risk
Saanich Municipal Unforeseen expenses	Moderate	High	Moderate	Not Previously Identified Project Risk
Soils Conditions	Moderate	High	Moderate	Previously Identified Project Risk
Capital Reserves for District Contribution	Low	High	High	





# Cedar Hill Middle School Seismic Replacement Project SD61 – Board Report September 2024

## Appendix 3 – New Design and Site Plan

### Site Plan



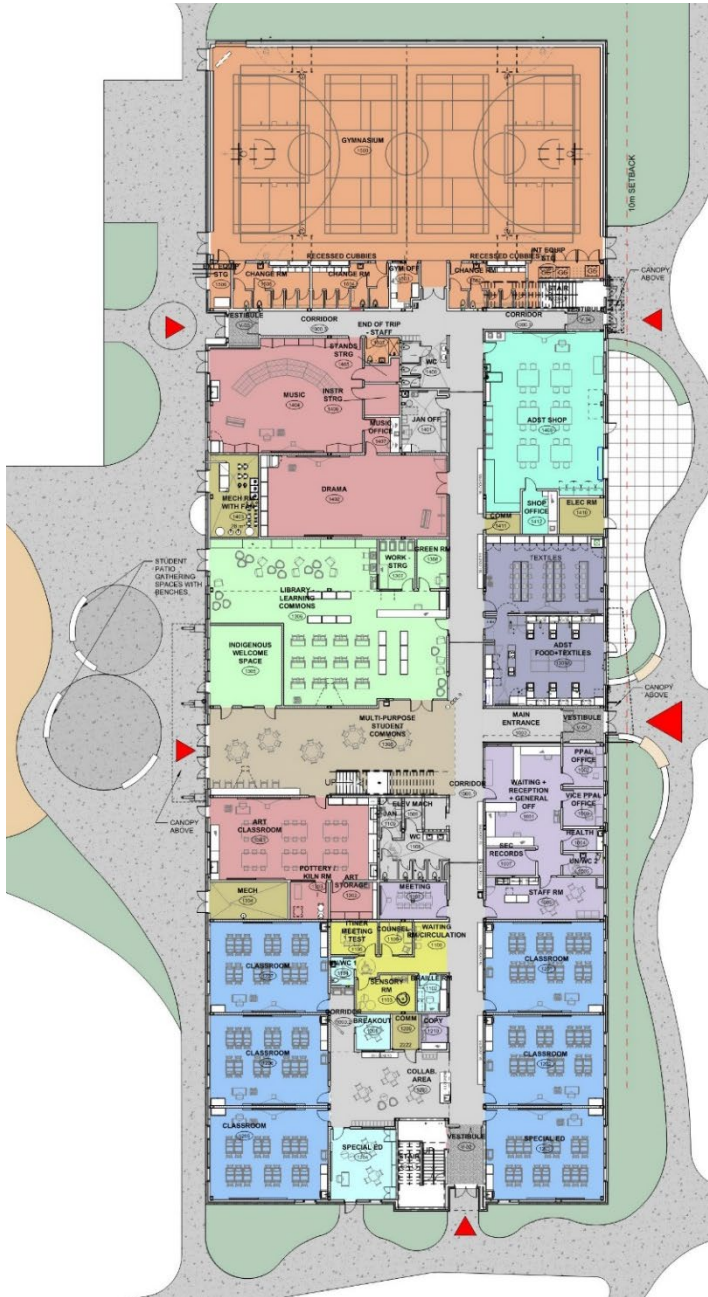




# Cedar Hill Middle School Seismic Replacement Project SD61 – Board Report September 2024

## Floor Plans

### Floor 1



### Floor 2





## Cedar Hill Middle School Seismic Replacement Project SD61 – Board Report September 2024

### Rendering

