



# School District No.59 (Peace River South)

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## Open Board Meeting Agenda

**Date: March 13, 2019 10:00 AM**

**Place: Chetwynd Secondary School – Chetwynd**

“We acknowledge that we share this territory with the people of Treaty 8”

### **APPROVAL OF AGENDA**

**1. ITEMS FOR ADOPTION**

R1.1 – Regular Board Meeting Minutes – February 13, 2019

**2. BUSINESS ARISING**

**3. ESSENTIAL ITEMS**

**4. OTHER PRESENTATIONS**

**5. REPORTS FROM THE SUPERINTENDENT OF SCHOOLS**

R5.1 – School/Student News

R5.2 – Student Discipline Reports – February 2019

R5.3 – 2019/20 School Calendar

R5.4 – First Nation Transportation Agreements

R5.5 – Northern Opportunities Request

R5.6 – Board Meeting Information Update

**6. REPORTS FROM THE SECRETARY-TREASURER**

R6.1 – Finance Reports

R6.2 – Private School Transportation Fees

R6.3 – Rolla Property Public Notice

R6.4 – 2019-20 Capital Budget & Bylaw

R6.5 – Pouce Coupe Elementary School Capacity

**7. TRUSTEE ITEMS**

R7.1 – BCSTA Budget Feedback & Update – T. Jones

R7.2 – Skills Canada Event – C. Hilton

R7.3 – Moberly Lake School Transportation – B. Borton

R7.4 – Immunization Status (Health Minister) – C. Anderson

**8. COMMITTEE REPORTS**

R8.1 – Pro-D Committee

**9. DIARY**

**10. QUESTION PERIOD**

**11. FUTURE BUSINESS / EVENTS**

12.1 – Open Board Meeting – April 17, 2019

12.2 – Meeting with SD60 & MLA's – April 17, 2019



# School District No.59 (Peace River South)

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## BOARD OF EDUCATION OF SCHOOL DISTRICT NO.59

11600 – 7<sup>TH</sup> Street, Dawson Creek, BC V1G 4R8

### Open Session Minutes

DATE & TIME: February 13, 2019 - 1:00 PM

PLACE: School Board Office – Dawson Creek

PRESENT: Trustees:

T. Ziemer –(Chair)  
C. Hillton (Vice-Chair)  
R. Gulick  
T. Jones  
C. Anderson  
B. Borton  
J. Lalonde

C. Clouthier, Superintendent  
C. Fennell, Assistant Superintendent  
M. Panoulas, Secretary-Treasurer  
R. Schwartz, Recording Secretary

Guests: E. Fitzpatrick, PRSTA  
L. Michetti, Village of Pouce Coupe  
B. Smith, Village of Pouce Coupe  
C. Leggett, Village of Pouce Coupe

Media: A. Cozicar, Dawson Creek Mirror

Called to Order – 1:05 PM

The Board Chair acknowledged that we share this territory with the people of Treaty 8.

### APPROVAL OF AGENDA

Additions: R7.6 DPAC Meeting  
Move R5.1 & 5.2 to end of Secretary Treasurer Reports

Deletions:

(2019 02-005)  
MOVED/SECONDED – Lalonde/Borton  
THAT, the Regular Meeting agenda be approved as amended.  
CARRIED UNANIMOUSLY

## 1.0 ITEMS FOR ADOPTION

### R1.1 Regular Board Meeting Minutes – January 16, 2019

The Chair asked for any corrections to the minutes.

(2019 02-006)

The Chair declared the minutes of the open meeting January 16, 2019 approved as amended.

### R1.2 Excerpts of Closed Meeting – January 16, 2019

(2019 02-007)

The Chair declared the excerpts of the closed meeting on January 16, 2019 approved as presented.

### R1.3 Excerpts of Special Closed Meeting – February 6, 2019

(2019 02-008)

The Chair declared the excerpts of the special closed meeting on February 6, 2019 approved as presented.

## 2.0 BUSINESS ARISING

## 3.0 ESSENTIAL ITEMS

## 4.0 PRESENTATIONS

## 5.0 REPORTS FROM THE SECRETARY TREASURER

*R5.1 & R5.2 were moved to the end of the Secretary Treasurer Reports.*

### R5.3 2019-20 Enrolment Projections

The enrolment projections for 2019-20 school year were presented. The projections are predicting an overall decrease in school district enrolment.

### R5.4 Pouce Coupe School Capacity

The Secretary-Treasurer presented options to the board to consider if the capital request to the Ministry of Education for a one classroom expansion is not approved for Pouce Coupe Elementary. The board considered the following options:

- Utilize the library space for a final year and re-apply to the ministry \$0
- Bussing the students into Dawson Creek \$0
- Purchase a portable \$150,000 (with pilings \$175,000)
- Explore the utilization of the other two portables in the district, if they are no longer needed at their current location the cost to move would be \$55,000
- Build permanent 1 classroom addition \$525,000
- Build permanent 2 classroom/office space and washroom addition \$1.2 - \$1.5 million
- Build permanent library attached to school (equal to the square footage as existing library) and convert the existing library space into a minimum three classrooms or two classrooms and office space \$1.5 million

The Board discussed the options and agreed, while adding a permanent addition is the ideal option, the portable options would offer flexibility in providing additional space for the school while the

enrolment is still changing. The board directed the Secretary Treasurer to gather more information for the options including portables in addition to consulting with the Village of Pouce Coupe regarding their community plan, vacancy rates, and future development along with contacting local realtors to gather information about rural property sales surrounding Pouce Coupe.

#### R5.1 Finance Reports

The Secretary-Treasurer presented the finance reports ending January 31<sup>st</sup>, 2019.

#### R5.2 2018-19 Amended Operating Budget/Bylaw

The Secretary-Treasurer presented the 2018-19 Amended Operating Budget and Bylaw. The amended budget is projecting a year end deficit of \$880,000.

(2019-02-011)

MOVED/SECONDED – Hillton/Lalonde

THAT, the School District No. 59 (Peace River South) Amended Budget Bylaw for the fiscal year 2018-19 showing the estimated revenues and expenditures for the 2018-19 fiscal year and the total budget bylaw amount of \$53,310,180 for the 2018-19 fiscal year be read a first time.

CARRIED UNANIMOUSLY

(2019-02-012)

MOVED/SECONDED – Anderson/Roxanne

THAT, the School District No. 59 (Peace River South) Amended Budget Bylaw for the fiscal year 2018-19 showing the estimated revenues and expenditures for the 2018-19 fiscal year and the total budget bylaw amount of \$53,310,180 for the 2018-19 fiscal year be read a second time.

CARRIED UNANIMOUSLY

(2019-02-013)

MOVED/SECONDED – Jones/Borton

THAT, the Board allows the third reading of Amended 2018-19 Budget Bylaw to occur in this meeting.

CARRIED UNANIMOUSLY

(2019-02-014)

MOVED/SECONDED – Hillton/Lalonde

THAT, the School District No. 59 (Peace River South) Amended Budget Bylaw for the fiscal year 2018-19 showing the estimated revenues and expenditures for the 2018-19 fiscal year and the total budget bylaw amount of \$53,310,180 for the 2018-19 fiscal year be read a third time, passed and adopted.

CARRIED UNANIMOUSLY

### 6.0 REPORTS FROM THE SUPERINTENDENT OF SCHOOLS

#### R6.1 School/Student News

The Superintendent reported the following school news:

- Windrem Elementary students participated in a cereal box project
- Tumbler Ridge Elementary intermediate classes held various fundraising activities to give back to the community – funds raised were given to the SPCA, homeless shelter and Dawson Creek Hospital
- Kindness Club at Tremblay Elementary held a Hug and Friendship Day
- Pouce Coupe Elementary hosts a breakfast club

#### R6.2 Student Discipline Report

The student discipline report for the month of January was reviewed. A total of 43 suspensions were reported. Following is a breakdown of the main offences:

- |                        |    |
|------------------------|----|
| ○ Safety of Others     | 11 |
| ○ Controlled Substance | 10 |
| ○ Non-Compliance       | 9  |
| ○ Fighting             | 6  |

#### R6.3 Field Trip

The final approval request was submitted for the field trip to the Canadian Museum for Human Rights in Winnipeg, Manitoba from February 25<sup>th</sup> to March 1<sup>st</sup>, 2019.

(2019 02-015)

MOVED/SECONDED – Jones/Borton

THAT, the Board give final approval for the Dawson Creek Secondary School group to proceed with their field trip to Winnipeg, Manitoba as planned.

CARRIED UNANIMOUSLY

#### R6.4 2019/20 School Calendar - DRAFT

The Assistant Superintendent presented the draft calendar for the 2019-2020 school year. The board approved the draft calendar to be circulated for feedback.

(2019 02-016)

MOVED/SECONDED – Hillton/Anderson

THAT, the Board approve to circulate the 2019-20 draft school calendar for feedback;

WHEREAS; feedback must be made in writing to the Assistant Superintendent by March 6<sup>th</sup>, 2019.

CARRIED UNANIMOUSLY

Feedback must be made in writing to the Assistant Superintendent by March 6, 2019. A final calendar will be presented for approval at the regular open board meeting scheduled on March 13<sup>th</sup>, 2019.

#### R6.5 Mental Health Literacy

The Superintendent reported on the Mental Health Literacy workshop she attended. The workshop focus was on engaging the various systems in the communities to support mental health literacy. The district received a \$35,000 grant from the Ministry of Education to assist in developing, integrating and sustaining mental health infrastructure in the district.

### 7.0 TRUSTEE ITEMS

#### R7.1 BCSTA Update – T. Jones

Trustee Jones updated the board on the latest news and events of BCSTA.

Three Trustees attended the BCSTA NIB conference in Prince George. The trustees had a chance to have an open forum with local MLA's. The NIB is not submitting any specific motions to the BCSTA AGM. Trustee Lalonde was elected to the executive as Communications Officer.

#### R7.2 BCPSEA/BCSTA Trustee Orientation Meeting – R. Gulick

Trustee Gulick attended the trustee orientation meeting hosted jointly by BCPSEA and BCSTA in Vancouver from January 25-26, 2019.

### R7.3 Public Board Meetings

Trustee Gulick inquired about videotaping the public board meetings to make available for viewing. Videotaping the board meetings would give the public access to the board meetings and add transparency to the board.

The following motion was put forward with an amendment to add a trial period:

(2019-02-017)

MOVED/SECONDED – Gulick/Lalonde

THAT, the Board approve to videotape the public board meetings held at the School Board Office.

WHEREAS, the meetings will be recorded on a trial basis to the end of the current school year.

DEFEATED

The Board directed the Superintendent to gather information from other school districts and report back at the next meeting.

### R7.4 Rolla Ratepayer's Meeting Update – T. Ziemer

The Board Chair, Secretary-Treasurer, and Director of Operations met with members of the Rolla Ratepayer's Association regarding the playground equipment on the Rolla School property. The association is looking at possible options for a community playground.

### R7.4 Pro-D Update – T. Ziemer

Trustee Ziemer reported back to the board on the Collaborative Conflict Resolution training course offered by the Justice Institute of British Columbia that she attended in Prince George.

### R7.5 DPAC Meeting – R. Gulick

Trustee Gulick provided an update from attending the DPAC meeting held in January.

## 8.0 COMMITTEE REPORTS

### R8.1 Policy Committee

The committee brought forward revised Policy 4730: District Code of Conduct for approval to circulate for feedback. The revised policy includes policy and regulation for both District Code of Conduct and Student Code of Conduct, including student dress code guidelines.

(2019-02-018)

MOVED/SECONDED – Anderson/Jones

THAT, the board approve to circulate Policy 4370: District Code of Conduct for a period of 45 days for feedback.

CARRIED UNANIMOUSLY

Policy 4410: Student Dress Code will be repealed when the revised policy is adopted.

## 9.0 DIARY

## 10.0 NOTICE OF MOTION

## 11.0 QUESTION PERIOD

A question and answer period was held.

## 12.0 FUTURE BUSINESS

R12.1 - Regular Board Meeting - March 13, 2019 – Chetwynd

ADJOURNMENT

(2019-02-019)

MOVED – Jones

THAT, the Regular Meeting be terminated. (4:00 PM)  
CARRIED UNANIMOUSLY

CERTIFIED CORRECT:

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(T. Ziemer) Board Chair

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(M. Panoulis) Secretary Treasurer



## School District No.59 (Peace River South)

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March 5, 2019

**SD59 Peace River South  
February 2019  
Student Discipline Report**

<b>February Suspensions:</b>	
Controlled Substance	2
Fighting	4
Instigating	2
Non-Compliance	4
Safety of Others	16
Smoking	1
<b>Total</b>	<b>29</b>

Submitted by:

Mike Readman  
Director of Instruction



### School and Month

**suspensions this year ----->**

> 5 | 12 <----- suspension days this year

[illegible][illegible]

Devereaux Elementary		Bullying		Drugs/ Alcohol		Fighting		Indecent Behav.		Indefinite		Instigat- ing		Non-com- pliance		Profanity		Safety of Others		Tobacco		Theft		Truancy		Vandal- ism		Weapons		Total	
February	2019																														
	Totals To Date	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	1	0	0	0	0	0	0	0	0	0	1	1	

[illegible]

Ecole Frank Ross		Bullying		Drugs/ Alcohol		Fighting		Indecent Behav.		Indefinite		Instigat- ing		Non-com- pliance		Profanity		Safety of Others		Tobacco		Theft		Truancy		Vandal- ism		Weapons		Total	
February	2019	0	0	0	0	0	0	0	0	0	0	0	0	1	3	0	0	4	12	0	0	0	0	0	0	0	0	0	5	15	
	Totals To Date	0	0	0	0	4	12	1	1	0	0	0	0	5	10	0	0	18	42	0	0	0	0	0	0	0	0	0	28	65	

[illegible][illegible][illegible]

### School and Month

**suspensions this year ----->**

3/5/2019[illegible]

### School and Month

**suspensions this year ----->**

3/5/2019

ALL SCHOOLS SUMMARY		Bullying		Drugs/ Alcohol		Fighting		Indecent Behav.		Indefinite		Instigat- ing		Non-com- pliance		Profanity		Safety of Others		Tobacco		Theft		Truancv		Vandal- ism		Weapons		Total	
February	2019	0	0	2	5	4	9	0	0	0	0	2	5	4	7	0	0	16	31	1	2	0	0	0	0	0	0	0	0	29	57
FTEs	Totals To Date	0	0	36	109	31	99	3	5	0	0	7	16	32	45	10	17	81	133	6	10	7	3	0	0	2	4	1	5	212	449



## School District No.59 (Peace River South)

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March 7, 2019

To: Board of Education of SD59

From: Christy Fennell, Assistant Superintendent

Agenda Item: 2019-20 School Calendar

Based on the seven responses received, five addressed the Pro-D Day in October. The original date given for the Provincial NID was October 18<sup>th</sup>, however, the actual date is October 25<sup>th</sup>. The NID day has been moved to the correct date.

There was a concern expressed regarding the NID placement in January. The Ministry has not announced when the literacy and numeracy exams will be scheduled and there is concern it may fall on the NID day if placed later in January. It was determined that if the NID moved to the 17<sup>th</sup>, then we could ensure that exams would not fall on a non-instructional day.

Other responses received:

- one response to change the early dismissal days in February
- one response to move spring break a week later
- one response to move the June NID from a Monday to a Friday.

No change was made to the calendar for these inquiries.

Recommendation: That the Board adopt the 2019-20 School Calendar as presented.

Christy Fennell  
Assistant Superintendent

# SD59 CALENDAR FOR 2019/2020-FINAL

July-19						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	1 Canada Day STAT	2	3	4	5	6
7	8	9	10	11	12	13
	Break	Break	Break	Break	Break	
14	15	16	17	18	19	20
	Break	Break	Break	Break	Break	
21	22	23	24	25	26	27
	Break	Break	Break	Break	Break	
28	29	30	31			
	Break	Break	Break			

August-19						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
				1 Break	2 Break	3
4	5 BC DAY Stat	6 Break	7 Break	8 Break	9 Break	10
	11	12	13	14	15	16
	Break	Break	Break	Break	Break	
18	19	20	21	22	23	24
	Break	Break	Break	Break	Break	
25	26	27	28	29	30	31
	Break	Break	Break	Break	Break	

September-19						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1	2 Labour Day Stat	3 Curriculum Implement. NID-District	4 First Day for Students Start 2h late End 1h early	5 First Full Day	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

October-19						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
		1	2	3	4	5
6	7	8	9	10	11	12
13	14 Thanksgiving Stat	15	16	17	18	19
20	21	22	23	24	25 NID Pro-D District/Prov	26
27	28	29	30	31		

November-19						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
					1	2
3	4	5	6	7	8	9
10	11 Remembrance Day STAT	12	13	14	15	16
17	18	19	20 Early Dismissal school ends - 1hr early	21 Early Dismissal	22	23
24	25	26	27	28	29 NID Pro-D School End of Term 1	30

December-19						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23 Break	24 Break	25 Christmas Stat	26 Boxing Day Stat	27 Break	
29	30 Break	31 Break				

LEGEND	
12 Stat	Statutory or General Holidays
62 Break	Break Days (Winter, Spring or Summer)
7 NID	Non-Instructional Days (Prof Dev or Admin)

0 NIS	Not-In-Session Day (No School Activities)
182	Instructional Days
Notes:	October 18 NID is a Provincial professional development day for teachers. Final approval of the 2019/2020 school calendar will occur at the March Board Meeting.

# SD59 CALENDAR FOR 2019/2020-FINAL

January-20						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
			1 New Year's Day Stat	2 Break	3 Break	4
5	6 First Day of Classes	7	8	9	10	11
12	13	14	15	16	17 NID Pro-D School	18
19	20	21	22	23	24	25
26	27	28	29	30	31 Semester 1 Ends	

February-20						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
						1
2	3 Semester 2 Begins	4	5	6	7	8
9	10	11	12 Early Dismissal school ends - 1hr early	13 Early Dismissal	14	15
16	17 Family Day Stat	18	19	20	21	22
23	24	25	26	27	28	29

March-20						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1	2	3	4	5	6	7
8	9	10	11	12	13 Term 2 Ends	14
15	16 Spring Vacation Break	17 Break	18 Break	19 Break	20 Break	21
22	23 Break	24 Break	25 Spring Vacation Break	26 Break	27 Break	28
29	30	31				

April-20						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
			1	2	3	4
5	6	7	8	9	10 Good Friday STAT	11
12	13 Easter Monday STAT	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

May-20						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
					1 NID Pro-D District	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18 Victoria Day STAT	19	20	21	22	23
24	25	26	27	28	29	30
31						

June-20						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	1 NID Pro-D School	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25 Last Day of Classes End of Sem. End of Term	26 NID Admin	27
28	29 Break	30 Break				

## LEGEND

12 Stat	Statutory or General Holidays
62 Break	Break Days (Winter, Spring or Summer)
7 NID	Non-Instructional Days (Prof Dev or Admin)

0 NIS	Not-In-Session Day (No School Activities)
182	Instructional Days
Notes:	October 18 NID is a Provincial professional development day for teachers. Final approval of the 2019/2020 school calendar will occur at the March Board Meeting.

**JOINT FIRST NATION STUDENT TRANSPORTATION AGREEMENT  
BOARD OF EDUCATION OF SCHOOL DISTRICT NO.59 (PRS)  
WITH SAULTEAU FIRST NATION**

**STEP 1** – Identify the First Nation students attending BC Public School and the number of students for which transportation services are agreed to and being provided.

Please refer to Worksheet A – Appendix 1

Currently there are sixty-eight Saulteau First Nation students who have transportation provided for them. The school district contracts Standard Bus to provide bussing service to the Chetwynd area, which includes Saulteau First Nation.

**STEP 2** – Specify transportation services provided to those First Nation students.

Route 21 –Boucher Lake Road. This route covers 106 km each day.

Route 52 – Lower Lake Road. This route covers 112 km each day.

Route 39 – West Moberly and Saulteau share this route. It covers 104km per day, with 27 students from Saulteau travelling on the route.

**STEP 3** – Estimate the cost of the transportation service.

**Saulteau**

$$\begin{aligned}\text{Total Daily Kilometers} &= 106 + 112 + (27/39) \times 104 \\ &= 290\end{aligned}$$

$$290 \times \$2.12 \text{ per km} = \$614.80 \text{ daily contract rate paid to Standard Bus (does not include fuel)}$$

$$\$614.80 \times 180 \text{ instructional days} = \$110,664.00$$

Estimated fuel costs:

$$= \text{daily km for Saulteau students} / \text{total daily km for the district} \times \text{total fuel costs for the year}$$

$$= 290 / 4800 \times 588,316$$

$$= 6.04\% \times 588,316$$

$$= \$35,544$$

Total Cost = contract amount paid to Standard bus + fuel costs

$$= 110,664 + 35,544$$

$$= \$146,208$$

**STEP 4** – Supplemental information on the transportation service levels currently being provided to First Nation students.

Three runs service 68 Saulteau First Nation students:

Route 21 transports First Nation students from Boucher Lake Road, at Saulteau into Chetwynd. Route 21 covers 106 km each day. Highschool students are delivered to Chetwynd Secondary, and elementary students can either attend Don Titus Montessori Elementary, Windrem Elementary, or Little Prairie Elementary.

Route 52 transports Saulteau students from the Lower Lake Road into the above-mentioned town schools. This route covers 112km daily.

Route 39 transports Saulteau First Nation students to Moberly Lake Elementary. This route is shared with West Moberly First Nation. This route covers 104 km daily

Here is the schedule for those three routes:

#### Route 21

- Leaves shop @ 7:18 am
- Arrives at Chetwynd Secondary School @ 8:15 am
- Arrives at Chetwynd Secondary School @ 2:47 pm
- Back at shop @ 3:50 pm

#### Route 52

- Leaves shop @ 7:05 am
- Arrives at Chetwynd Secondary School @ 8:15 am
- Arrives at Chetwynd Secondary School @ 2:47 pm
- Back at shop @ 4:05 pm

#### Route 39

- Leaves shop @ 7:05 am
- Arrives at Moberly Elementary @ 8:41 am
- Arrives at Moberly Elementary @ 2:30 pm
- Back at shop @ 4:20 pm

Students are picked up in their subdivisions at the end of their driveways. They arrive in Chetwynd and are delivered to schools at the following times: \_\_\_\_\_. At the initial meeting with Saulteau First Nation there was not a concern around pick up and drop off times, or the amount of time on the bus.

Bus drivers provide the supervision on the busses. If any issues arrive they contact the bus garage, the bus garage contacts either the parent or the school principal, and issues are then



dealt with at the school or at home. Busses are also equipped with cameras which can be referred to if there are any safety concerns.

At this time, there is not a late bus that could pick students up from extra-curricular activities to transport them back to Saulteau after the first bus run. In our meeting we both felt that this was a need to address, so that students can participate in after school activities.

We are hoping that through this transportation agreement, more funds will be made available to provide this service to students. Ideally, we would like a later bus delivery every day for students who participate in extra-curricular activities, but when pricing the cost out, realize we may need to start with two or three days a week.

**STEP 5 - Board and First Nation approval and sign-off of Joint Plan**

The Joint Plan is signed by the Board Chair and the Chief of the First Nation, or their delegate, indicating agreement on transportation services to be provided to the First Nation students.

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Saulteau First Nation

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Date

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Board of Education of SD59 – Board Chair

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Date

## **APPENDIX 1 – WORKSHEET A**

**To be attached.**

DRAFT

## APPENDIX 2 – GUIDING PRINCIPLES

The following guiding principles were discussed at a meeting held with Saulteau First Nation. The meeting was attended by Audrey Norris, Cheri Koenig, Christy Fennell, and Melissa Panoulas.

*Each principle will be addressed in relation to Saulteau First Nation:*

1. The Board of Education and Saulteau First Nation identified transportation needs and services to get all Saulteau First Nation students enrolled in BC public schools to and from those schools, respecting parental choice of where to enroll their child to attend school at the following schools: Moberly Lake Elementary, Windrem Elementary, Little Prairie Elementary, Don Titus Montessori Elementary, and Chetwynd Secondary.
2. Safety is paramount in all planning and decisions:
  - a. There will be a safety protocol in place to address safety issues for Saulteau First Nation ( re. weather conditions; wildlife – please see attached SD 59 Policy 6070).
  - b. Shelters will be made available where needed. It was identified that the majority of bus students are picked up at the end of their driveways. There is one subdivision where the bus cannot turn around, and the 4 students meet the bus at the start of the subdivision.
3. Transportation will be available for extra-curricular activities and sporting events. As we move forward we are working on obtaining funds to have a later bus route put into place that would transport Saulteau First Nation students back home after homework club, and sports teams' practices and games.
4. There will be no walk limits. At this time, the busses pick up students in their subdivisions, or at the end of their driveways, at Saulteau First Nation.
5. The district provides the shortest ride possible.
6. There is one highway drop off. It is at the end of the driveway. The students could catch it at the beginning of the route, so they do not have to cross the highway, however, to cut down on time sitting on the bus, the family made the decision that the students catch the bus on the way back and cross the highway to get on to the bus. At the end of the day, they are dropped off at their driveway.
7. A communication protocol will be established and agreed upon to ensure effective and timely communication to address issues that arise (e.g. Travel disruption due to inclement weather) and method of preferred communication (radio/satellite

communication). It was agreed upon at the meeting that communication is the responsibility of the School district and Standard bus.

Busses are cancelled if the weather is -35 degrees Celsius or below. That is determined between 6:00 am to 7:00 am. It is posted on the district web site and local radio stations.

If a serious event happens when students are already on the bus, the school district, and Standard bus, notify parents first. The Saulteau First Nation band office will also be notified and will help us if we are having difficulty connecting with parents. The office will provide a name and phone number to the school district and Standard Bus. (Please see the attached Policy 6070.)

8. Drivers will receive adequate professional development related to customer service, student management, etc., as required. Standard Bus will provide to the district the professional development that each driver receives.
9. Criminal record checks are required for all Standard bus drivers.
10. Changes to the joint plan will only be made in consultation with Saulteau First Nation, with timely notice to parents, except in emergency situations where safety is the issue, and decisions need to be made immediately.

There will be an annual joint review and assessment of the joint plan for effectiveness and to identify any improvements.

## **APPENDIX 3 - SD 59 SCHOOL BUS TRANSPORTATION POLICY**

**Policy 6070 to be attached.**

DRAFT

**JOINT FIRST NATION STUDENT TRANSPORTATION AGREEMENT  
BOARD OF EDUCATION OF SCHOOL DISTRICT NO.59 (PRS)  
WITH WEST MOBERLY FIRST NATION**

**STEP 1** – Identify the First Nation students attending BC Public School and the number of students for which transportation services are agreed to and being provided.

Please refer to Worksheet A – Appendix 1

Currently there are twenty-nine West Moberly students who have transportation provided for them. The school district contracts Standard Bus to provide bussing service to the Chetwynd area, which includes West Moberly First Nation.

**STEP 2** – Specify transportation services provided to those First Nation students.

Route 54 – West Moberly. This route covers 134 km each day.

Route 39 – West Moberly and Saulteau share this route. It covers 104km per day, with 12 students from West Moberly travelling on the route.

**STEP 3** – Estimate the cost of the transportation service.

**West Moberly**

$$\begin{aligned}\text{Total Daily Kilometers} &= 134 + (12/39) \times 104 \\ &= 166\end{aligned}$$

$$166 \times \$2.12 \text{ per km} = \$351.92 \text{ daily contract rate paid to Standard Bus ( does not include fuel)}$$

$$\$351.92 \times 180 \text{ instructional days} = \$63,346$$

Estimated fuel costs:

= daily km for West Moberly students/total daily km for the district x total fuel costs for the year

$$= 166/4800 \times 588,316$$

$$= 3.4\% \times 588,316$$

$$= \$20,345$$

Total Cost = contract amount paid to Standard bus + fuel costs

$$= 63,346 + 20,345$$

= \$83 691

**STEP 4** – Supplemental information on the transportation service levels currently being provided to First Nation students.

Two runs service West Moberly students:

Route 54 transports First Nation students from West Moberly into Chetwynd. Route 54 covers 134 km each day. Highschool students are delivered to Chetwynd Secondary, and elementary students can either attend Don Titus Montessori Elementary, Windrem Elementary, or Little Prairie Elementary.

Students are picked up at a bus shelter close to their homes. At the initial meeting with West Moberly there was not a concern around pick up and drop off times, or the amount of time on the bus.

Route 39 transports West Moberly First Nation students to Moberly Lake Elementary. This route is shared with West Moberly First Nation. This route covers 104 km daily.

Here is the schedule for the two routes:

**Rt 54**

- Leaves shop @ 7:00 am
- Arrives at Chetwynd Secondary School @ 8:09 am
- Arrives at Chetwynd Secondary School @ 2:47 pm
- Back at shop @ 4:10 pm

**Rt 39**

- Leaves shop @ 7:05 am
- Arrives at Moberly Elementary @ 8:41 am
- Arrives at Moberly Elementary @ 2:30 pm
- Back at shop @ 4:20 pm

Bus drivers provide the supervision on the busses. If any issues arise they contact the bus garage, the bus garage contacts either the parent or the school principal, and issues are then dealt with at the school or at home. Busses are also equipped with cameras which can be referred to if there are any safety concerns.

At this time, there is not a late bus that could pick students up from extra-curricular activities to transport them back to West Moberly after the first bus run. In our meeting we both felt that this was a need to address, so that students can participate in after school activities.

We are hoping that through this transportation agreement, more funds will be made available to provide this service to students. Ideally, we would like a later bus delivery every day for

students who participate in extra-curricular activities, but when pricing the cost out, realize we may need to start with two or three days a week.

**STEP 5** - Board and First Nation approval and sign-off of Joint Plan

The Joint Plan is signed by the Board Chair and the Chief of the First Nation, or their delegate, indicating agreement on transportation services to be provided to the First Nation students.

\_\_\_\_\_  
West Moberly First Nation

\_\_\_\_\_  
Date

\_\_\_\_\_  
Board of Education of SD59 – Board Chair

\_\_\_\_\_  
Date



## **APPENDIX 1 – WORKSHEET A**

**To be attached.**

DRAFT

## APPENDIX 2 – GUIDING PRINCIPLES

The following guiding principles were discussed at a meeting held with West Moberly First Nation. The meeting was attended by John Lewis, Alex Canning, Christy Fennell, and Melissa Panoulas.

*Each principle will be addressed in relation to West Moberly First Nation:*

1. The Board of Education and West Moberly First Nation identified transportation needs and services to get all West Moberly First Nation students enrolled in BC public schools to and from those schools, respecting parental choice of where to enroll their child to attend school at the following schools: Moberly Lake Elementary, Windrem Elementary, Little Prairie Elementary, Don Titus Montessori Elementary, and Chetwynd Secondary.
2. Safety is paramount in all planning and decisions:
  - a. There will be a safety protocol in place to address safety issues for West Moberly First Nation ( re. weather conditions; wildlife – please see attached SD 59 Policy 6070.
  - b. Shelters will be made available where needed. There is a shelter where the students are picked up, at this time.
3. Transportation will be available for extra-curricular activities and sporting events. As we move forward, we are working on obtaining funds to have a later bus route put into place that would transport West Moberly First Nation students back home after homework club, and sports teams' practices and games.
4. There will be no walk limits. At this time, the busses pick up students at the designated spot (where the shelter is) at West Moberly First Nation.
5. The district provides the shortest ride possible.
6. There are no highway pick-ups or drop offs.
7. A communication protocol will be established and agreed upon to ensure effective and timely communication to address issues that arise (eg. Travel disruption due to inclement weather) and method of preferred communication (radio/satellite communication). It was agreed upon at the meeting that communication is the responsibility of the School district and Standard bus.

Busses are cancelled if the weather is -35 degrees Celsius or below. That is determined between 6:00 am to 7:00 am. It is posted on the district web site and local radio stations.

If a serious event happens when students are already on the bus, the school district, and Standard bus, notify parents first. The West Moberly First Nation band office will also be notified and will help us if we are having difficulty connecting with parents. The office will provide a name and phone number to the school district and Standard Bus. (Please the attached Policy 6070)

8. Drivers will receive adequate professional development related to customer service, student management, etc, as required. Standard Bus will provide to the district the professional development that each driver receives.
9. Criminal record checks are required for all Standard bus drivers.
10. Changes to the joint plan will only be made in consultation with West Moberly First Nation, with timely notice to parents, except in emergency situations where safety is the issue, and decisions need to be made immediately.

There will be an annual joint review and assessment of the joint plan for effectiveness and to identify any improvements.

## **APPENDIX 3 – SD59 Transporation Policy**

**Policy 6070 to be attached.**

DRAFT



SD59 Board of Education  
11600 – 7<sup>th</sup> street  
Dawson Creek, BC  
V1G 4R8

March 5, 2019

***Northeast BC  
Community Learning  
Council***

***Northern Lights College***

***BC Institute of  
Technology  
BCIT***

***BC Hydro***

***School District 59  
(Peace River South)***

***School District 60  
(Peace River North)***

***School District 81  
(Fort Nelson)***

***Chalo School  
Fort Nelson First  
Nations***

***North East Native  
Advancing Society  
(NENAS)***

***Shell Canada Energy***

***Enbridge  
Energy***

***Canfor Corporation***

***Encana Corporation***

***Canadian Natural  
Resources Ltd.  
(CNRL)***

Dear Board Members,

We are writing on behalf of the Northern Opportunities Partnership (NOP) to request a letter of support as we lobby the Ministry of Education to continue to provide funding for our organization and sustain the delivery of career programs in Northeastern BC.

As you may know Northern Opportunities (NOP) is an innovative Northeastern BC partnership of the Fort Nelson, Peace River North, and Peace River South school districts, Northern Lights College, First Nations, industry and communities with a common goal: to provide young people with a seamless learning pathway from secondary school to post-secondary training, leading to career success. Programs combine high school, college studies and work-based training enabling students to simultaneously earn their high school diploma and advanced credit in post-secondary and/or industry certification (Dual Credit).

The goals of this collaboration are to benefit students, parents, industry, employers and communities through increased and diverse program offerings, assistance with tuition, work experience, and apprenticeship opportunities that lead to rewarding careers and a skilled workforce. Through dual credit programs provided in partnership with Northern Lights College, apprenticeship opportunities with local employers, and a wide range of hands on career activities, NOP is meeting the needs of local learners, employers and the community by:

- Promoting “stay in school”, post-secondary laddering, and career options;
- Enabling youth to remain in their communities by providing more local, relevant educational options;
- Creating new avenues to increase the success of aboriginal and non-traditional learners;
- Merging post-secondary education with career options.

Over the history of the partnership the impacts on student success and opportunity is staggering (numbers attached). All of this would not have been possible without the support of the Ministry of Education, and prior to that, the Northern Development Initiative Trust. Considerable financial contributions have enabled NOP to support the School Districts in hiring “Career Shoulder

Tappers”, who work directly with students providing information, guidance and support. The role of the “Shoulder Tapper” has been vital in expanding the numbers of students involved in these incredible career opportunities and in increasing student life prospects.

When we started in 2003, there were only a handful of students involved in dual credit programs, from which there were only 3 trades options (electrical, welding & carpentry) to choose. More than 2,000 students have enrolled in the 30+ dual credit trades and non-trades programs available since that time. Their success rate in program completion and high school graduation has remained at well over 80% which far surpasses the completion and graduation rates in our Northeastern districts in traditional programs.

The Northern Development Initiative Trust financially supported NOPS from 2006-2013. In 2015-16 the Ministry of Education came to the table with an annual investment of \$250,000 each year for a five-year period. This agreement expires in 2019/20.

Going forward, Northern Opportunities would require \$300,000 annually to ensure its sustainability in providing opportunities and preparing students for their transitions into the work force. The funds would provide the costs associated with the operations of Northern Opportunities as follows:

- Individualized career counselling in each of the secondary schools to be augmented by industry and grant funding where possible (“Shoulder Tappers”)
- Program development and support in collaboration with post secondary personnel
- Providing leverage for generating greater industry participation and funding.

If a new funding agreement is not available, Northern Opportunities may not be able to continue operations. The current support provided for the three school districts through NOP would end and opportunities for students would be impacted. Without “Shoulder Tappers” in the districts and at the schools, the scope of events would not be available, new partnerships might not develop, and students may miss out. Students, parents, employers, and the larger community would be impacted.

Your support in helping us move forward with a renewed Ministry funding request is truly appreciated. We are asking that you support our endeavours by signing the letter included in this package, indicating that you recognize the value of this initiative and the benefits to students in this region. Anything else you can do to help us raise awareness of our request and move the process forward will help.

Respectfully submitted on behalf of the (NOP) Northeast Learning Council,



Cheryl Anthony, Executive Director, Northern Opportunities



Mike Readman, Education Co-chair, Northern Opportunities

[letterhead]

To Whom It May Concern

Re: Northern Opportunities Partnership Funding request

The Board of Education fully supports the request for 'Shoulder Tapper' funding from the Ministry of Education on behalf of the Northern Opportunities Partnership (NOP).

The NOP Partnership has worked diligently on behalf of students in the Northeast Region of BC since 2003 accessing funds, working collaboratively with industry and other partners in career program development to provide seamless transitions from secondary school to career pursuits.

Considerable financial contributions from the Ministry of Education, and earlier on the Northern Development initiative Trust, has enabled NOP to support the northeastern School Districts in hiring "Career Shoulder Tappers", who work directly with students providing information, guidance and support. The role of the "Shoulder Tapper" has been vital in expanding the numbers of students involved in a wide range of career opportunities and in increasing student life prospects.

Without continued Ministry funding for 'Shoulder Tappers' in our schools, this work may be jeopardized.

Thank you for considering the request from the Northern Opportunities Partnership.

[signature]

## Board Variance Report - Schools

February 28, 2019

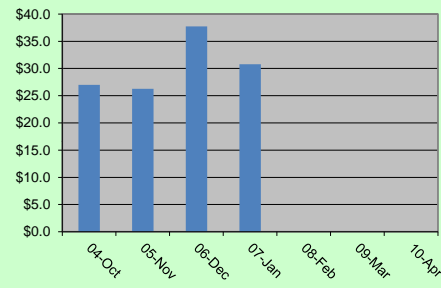
YTD Surplus (\$000's):

### CANALTA (101)

#### Year-To Date Results:

	Budget	Actual	Variance
Prof.Staff	\$794	\$776	\$18
Supp.Staff	228	216	13
Disc.Subs	11	21	-10
Supp & Serv.	42	32	10
Total	1,076	1,045	31

Underbudget 2.9%

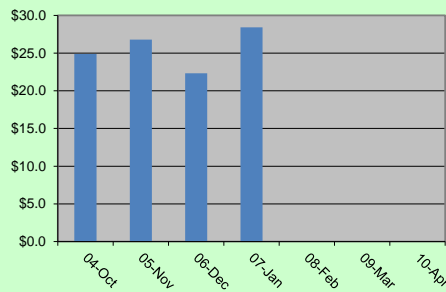


### CHETWYND SECONDARY (111)

#### Year-To Date Results:

	Budget	Actual	Variance
Prof.Staff	\$929	\$901	\$28
Supp.Staff	199	192	7
Disc.Subs	7	26	-19
Supp & Serv.	120	108	12
Total	1,254	1,226	28

Underbudget 2.3%

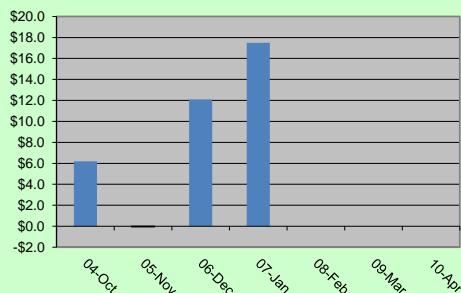


### CRESCENT PARK (103)

#### Year-To Date Results:

	Budget	Actual	Variance
Prof.Staff	\$704	\$702	\$3
Supp.Staff	191	182	10
Disc.Subs	7	12	-5
Supp & Serv.	27	18	10
Total	930	913	17

Underbudget 1.9%

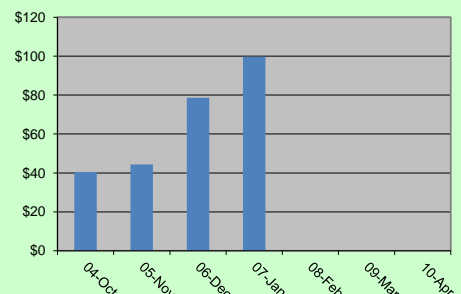


### DAWSON CREEK SECONDARY (108)

#### Year-To Date Results:

	Budget	Actual	Variance
Prof.Staff	\$1,858	\$1,840	\$18
Supp.Staff	429	403	26
Disc.Subs	23	34	-11
Supp & Serv.	283	217	67
Total	2,593	2,493	100

Underbudget 3.8%



## Board Variance Report - Schools

February 28, 2019

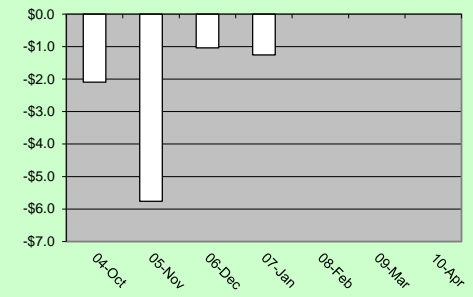
YTD Surplus (\$000's):

### DEVEREAUX (114)

#### Year-To Date Results:

	Budget	Actual	Variance
Prof.Staff	\$388	\$385	\$3
Supp.Staff	76	76	-1
Disc.Subs	2	4	-2
Supp & Serv.	9	11	-1
Total	475	476	-1

Overbudget 0.3%

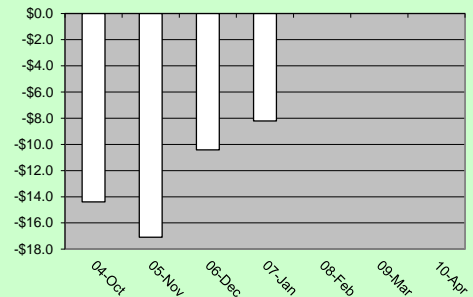


### DON TITUS (113)

#### Year-To Date Results:

	Budget	Actual	Variance
Prof.Staff	\$327	\$328	-\$1
Supp.Staff	116	126	-10
Disc.Subs	11	7	5
Supp & Serv.	21	23	-2
Total	476	484	-8

Overbudget 1.7%

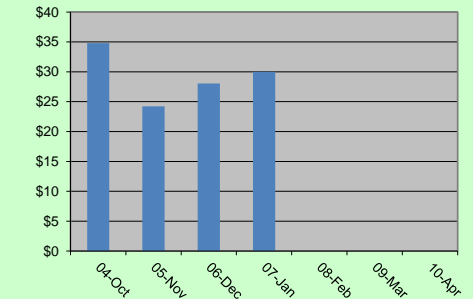


### FRANK ROSS (105)

#### Year-To Date Results:

	Budget	Actual	Variance
Prof.Staff	\$1,559	\$1,535	\$24
Supp.Staff	309	292	17
Disc.Subs	20	29	-9
Supp & Serv.	43	45	-2
Total	1,932	1,902	30

Underbudget 1.6%

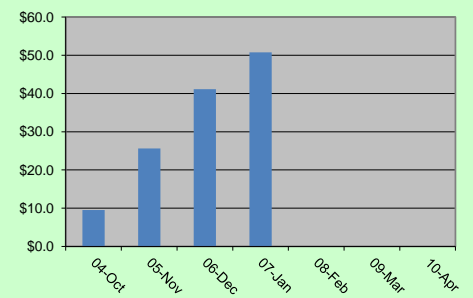


### LITTLE PRAIRIE (131)

#### Year-To Date Results:

	Budget	Actual	Variance
Prof.Staff	\$815	\$773	\$42
Supp.Staff	120	76	44
Disc.Subs	3	24	-21
Supp & Serv.	10	24	-14
Total	948	897	51

Underbudget 5.4%





## Board Variance Report - Schools

February 28, 2019

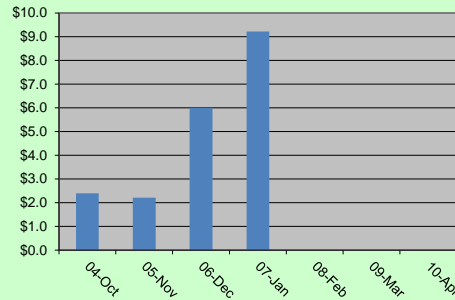
YTD Surplus (\$000's):

### MCLEOD (119)

#### Year-To Date Results:

	Budget	Actual	Variance
Prof.Staff	\$224	\$223	\$1
Supp.Staff	11	10	1
Disc.Subs	2	1	1
Supp & Serv.	11	5	6
Total	247	238	9

Underbudget 3.7%

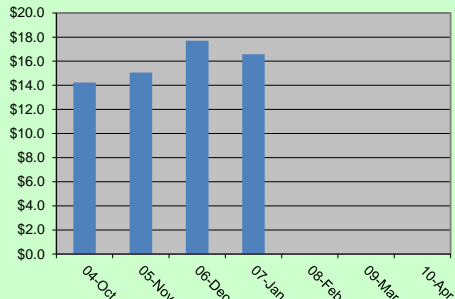


### MOBERLY LAKE (118)

#### Year-To Date Results:

	Budget	Actual	Variance
Prof.Staff	\$190	\$190	\$0
Supp.Staff	45	42	3
Disc.Subs	7	3	4
Supp & Serv.	25	15	9
Total	267	250	17

Underbudget 6.2%

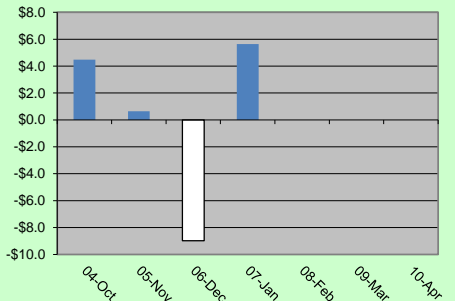


### PARKLAND (124)

#### Year-To Date Results:

	Budget	Actual	Variance
Prof.Staff	\$257	\$249	\$8
Supp.Staff	61	61	0
Disc.Subs	3	5	-2
Supp & Serv.	9	8	0
Total	330	324	6

Underbudget 1.7%

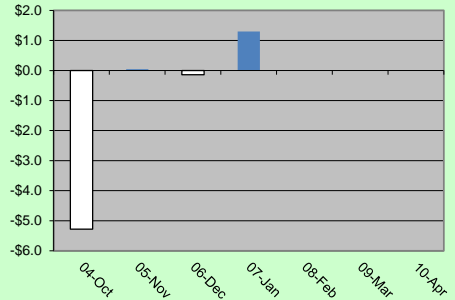


### PEACEVIEW (132)

#### Year-To Date Results:

	Budget	Actual	Variance
Prof.Staff	\$110	\$109	\$0
Supp.Staff	6	6	0
Disc.Subs	0	0	0
Supp & Serv.	8	7	1
Total	123	122	1

Underbudget 1.1%



## Board Variance Report - Schools

February 28, 2019

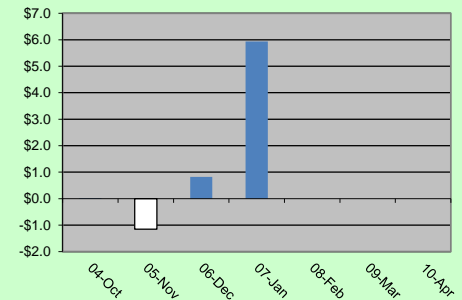
YTD Surplus (\$000's):

### POUCE COUPE (110)

#### Year-To Date Results:

	Budget	Actual	Variance
Prof.Staff	\$466	\$460	\$6
Supp.Staff	92	88	4
Disc.Subs	8	8	-1
Supp & Serv.	21	24	-3
Total	587	581	6

Underbudget 1.0%

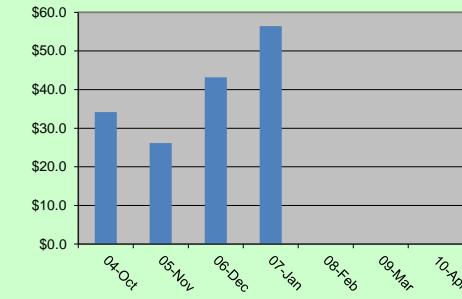


### CENTRAL MIDDLE (102)

#### Year-To Date Results:

	Budget	Actual	Variance
Prof.Staff	\$1,211	\$1,165	\$46
Supp.Staff	\$280	\$269	11
Disc.Subs	\$23	\$44	-21
Supp & Serv.	\$81	\$61	20
Total	1,595	1,539	56

Underbudget 3.5%

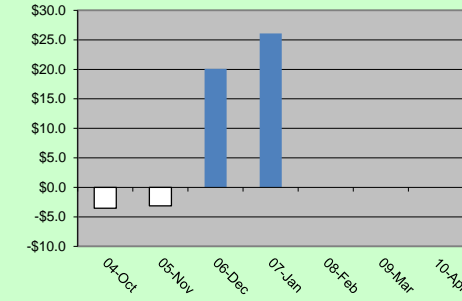


### SP DIST LEARNING (138)

#### Year-To Date Results:

	Budget	Actual	Variance
Prof.Staff	\$246	\$239	\$7
Supp.Staff	27	26	1
Disc.Subs	3	0	3
Supp & Serv.	29	14	15
Total	305	279	26

Underbudget 8.6%

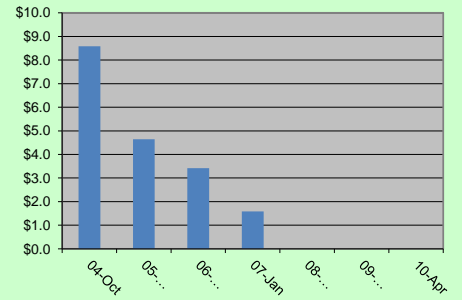


### SOUTH PEACE ELEMENTARY (125)

#### Year-To Date Results:

	Budget	Actual	Variance
Prof.Staff	\$70	\$50	\$20
Supp.Staff	22	22	0
Disc.Subs	0	21	-21
Supp & Serv.	8	5	3
Total	100	99	2

Underbudget 1.6%



## Board Variance Report - Schools

February 28, 2019

YTD Surplus (\$000's):

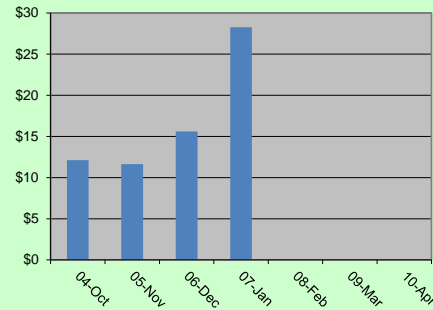
Actual Budget

### TREMBLAY (109)

#### Year-To Date Results:

	Budget	Actual	Variance
Prof.Staff	\$641	\$623	\$18
Supp.Staff	139	135	3
Disc.Subs	12	15	-3
Supp & Serv.	51	41	10
Total	842	814	28

Underbudget 3.4%

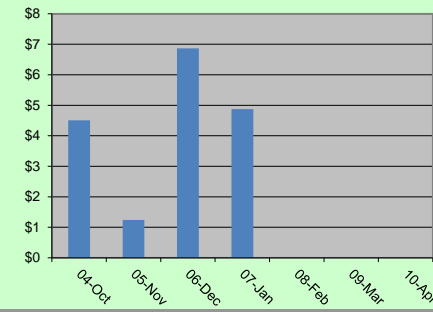


### TUMBLER RIDGE ELEMENTARY (129)

#### Year-To Date Results:

	Budget	Actual	Variance
Prof.Staff	\$780	\$777	\$3
Supp.Staff	111	105	6
Disc.Subs	2	3	-1
O&M	21	24	-3
Total	914	910	5

Underbudget 0.5%



## Board Variance Report - Schools

February 28, 2019

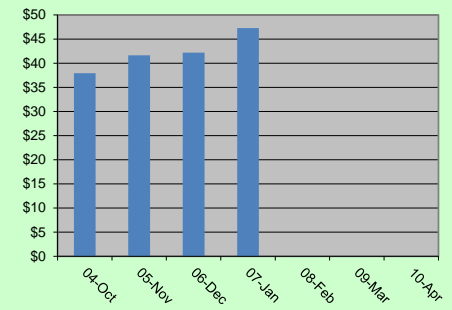
YTD Surplus (\$000's):

### TUMBLER RIDGE SECONDARY (127)

#### Year-To Date Results:

	Budget	Actual	Variance
Prof.Staff	\$573	\$524	\$48
Supp.Staff	157	161	-4
Disc.Subs	10	26	-16
Supp & Serv.	50	30	19
Total	789	742	47

Underbudget 6.0%

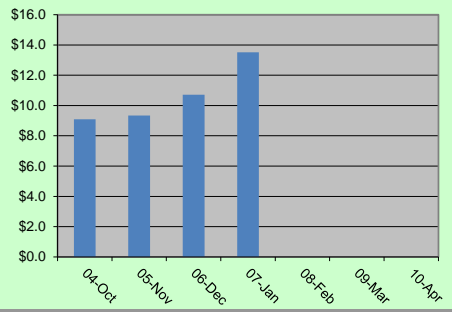


### WINDREM (112)

#### Year-To Date Results:

	Budget	Actual	Variance
Prof.Staff	\$331	\$331	\$0
Supp.Staff	59	60	-1
Disc.Subs	6	1	5
Supp & Serv.	17	8	9
Total	413	399	14

Underbudget 3.3%

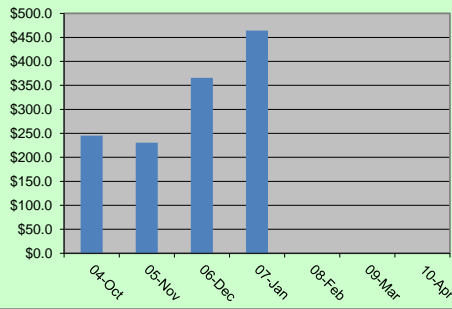


### TOTAL ALL SCHOOLS

#### Year-To Date Results:

	Budget	Actual	Variance
Prof.Staff	\$12,470	\$12,180	\$291
Supp.Staff	2,678	2,549	130
Disc.Subs	161	284	-123
Supp & Serv.	886	719	166
Total	16,195	15,731	464

Underbudget 2.9%



# Board Variance Report - Revenues

February 28, 2019

Year-to-Date Revenues (\$000's):

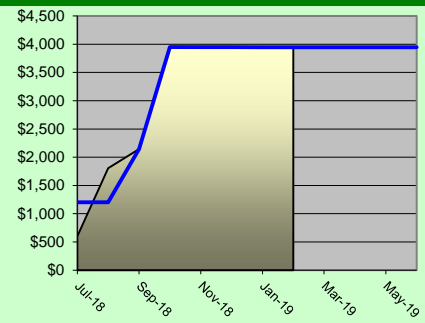
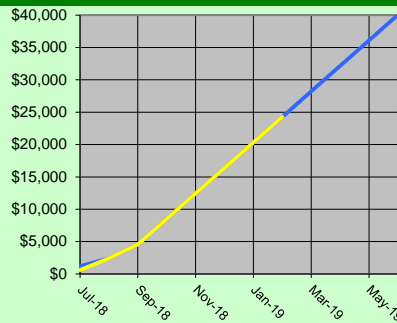
Monthly Revenues (\$000's):

## BASE OPERATING GRANT

Year-To Date Results:

Budget	Actual	Variance
\$24,282	\$24,276	-\$5

**Underbudget 0.0%**

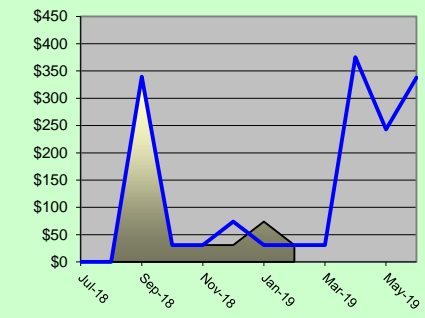
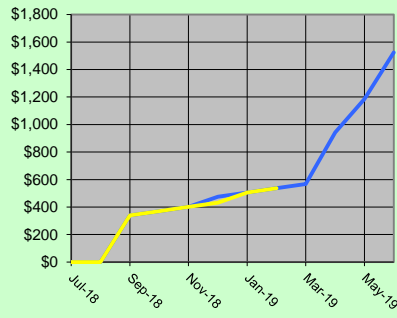


## OTHER MoEd GRANTS

Year-To Date Results:

Budget	Actual	Variance
\$537	\$537	\$0

**On Budget**

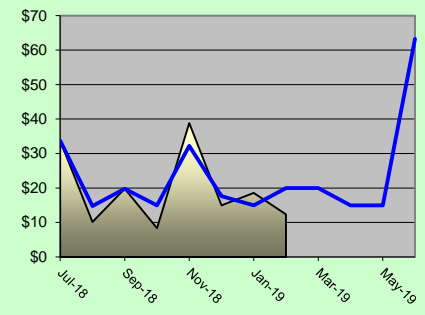
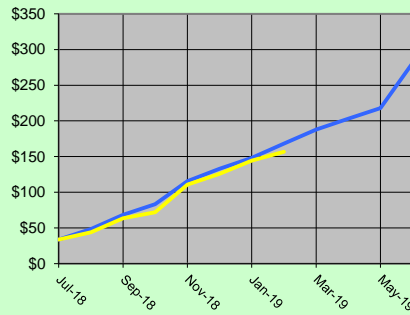


## GRANTS-OTHER PROV.MINISTRIES

Year-To Date Results:

Budget	Actual	Variance
\$168	\$157	-\$11

**Underbudget 6.7%**

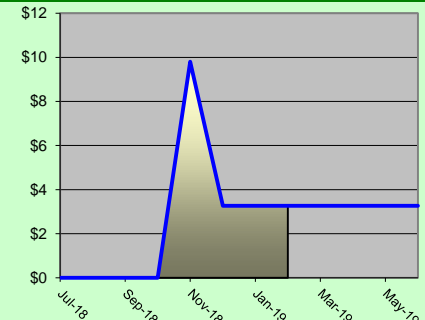
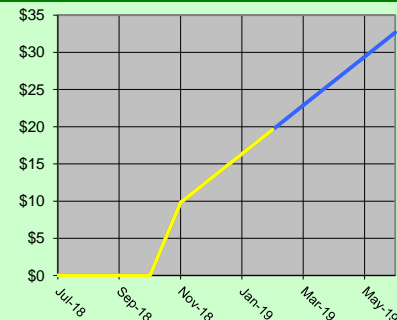


## NON-RESIDENT TUITION

Year-To Date Results:

Budget	Actual	Variance
\$20	\$20	\$0

**Overbudget 0.0%**

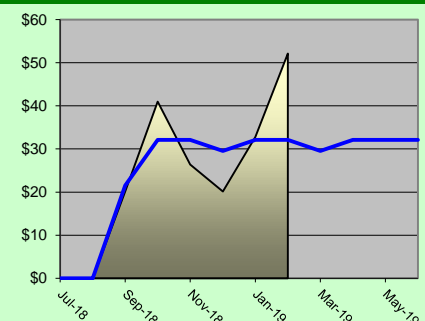
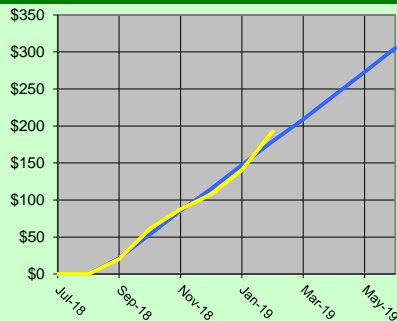


## SECONDED/SUBSTITUTE TEACHER

Year-To Date Results:

Budget	Actual	Variance
\$179	\$193	\$13

**Overbudget 7.3%**



# Board Variance Report - Revenues

February 28, 2019

Year-to-Date Revenues (\$000's):

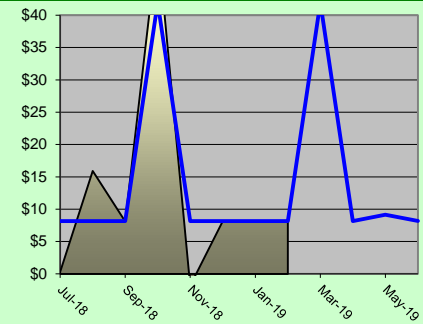
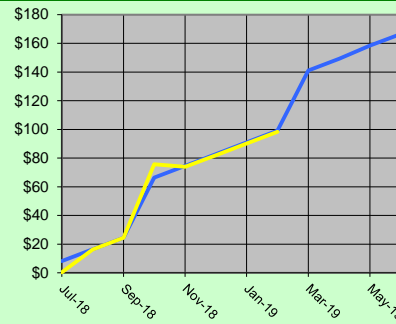
Monthly Revenues (\$000's):

## RENTALS/LEASES

Year-To Date Results:

Budget	Actual	Variance
\$99	\$98	-\$1

**Underbudget 0.7%**

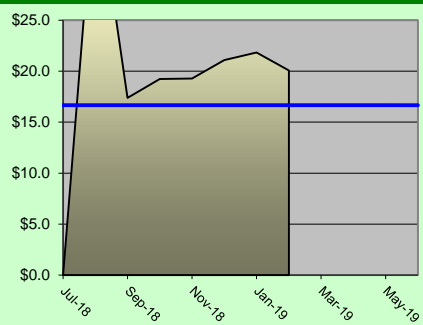
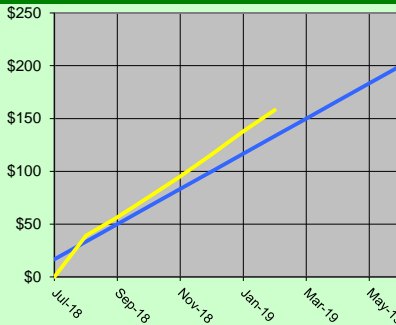


## INTEREST INCOME

Year-To Date Results:

Budget	Actual	Variance
\$133	\$158	\$25

**Overbudget 18.5%**

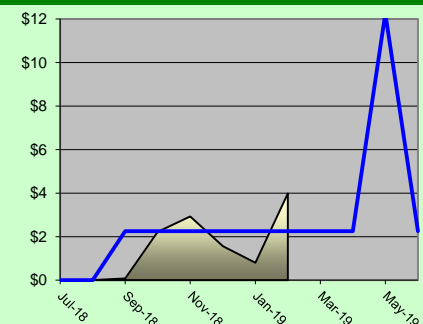
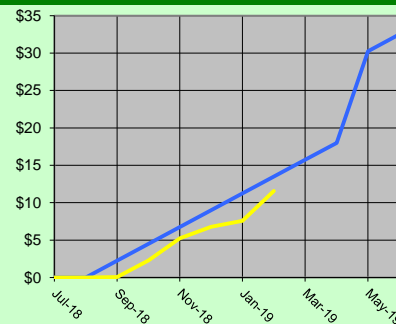


## OTHER REVENUE

Year-To Date Results:

Budget	Actual	Variance
\$14	\$12	-\$2

**Underbudget 14.3%**

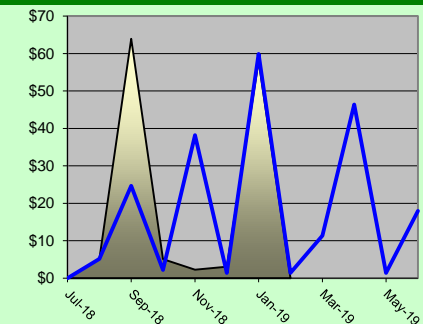
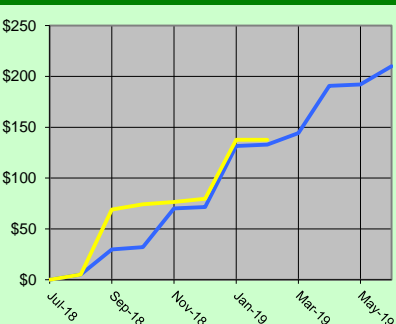


## MISCELLANEOUS REVENUE

Year-To Date Results:

Budget	Actual	Variance
\$133	\$138	\$5

**Overbudget 3.6%**

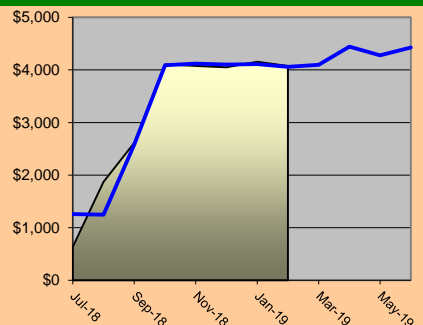
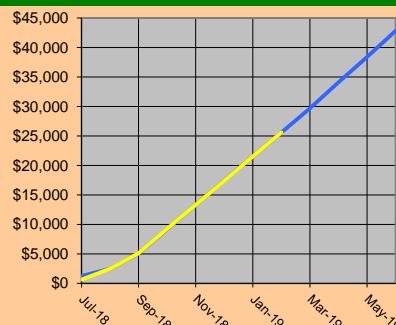


## TOTAL REVENUE

Year-To Date Results:

Budget	Actual	Variance
\$25,565	\$25,588	\$23

**Overbudget 0.1%**



# Board Variance Rpt. - Expenditures

February 28, 2019

YTD Budget YTD Actual

Compensation O&M Budget

Year-to-Date Costs (\$000's):

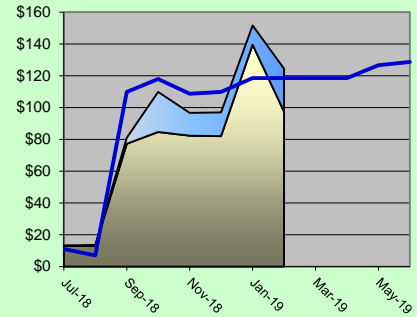
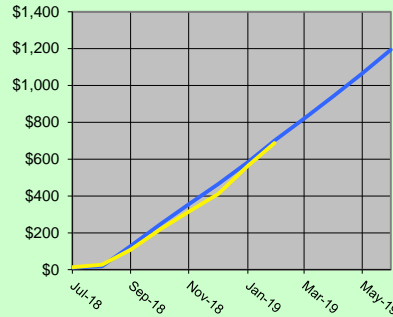
Monthly Costs (\$000's):

## DISTRICT SPEC. ED./HELP.TCHRS

### Year-To Date Results:

	Budget	Actual	Variance
Comp	621	589	31
O&M	81	98	-17
Total	702	687	14

**Underbudget 2%**

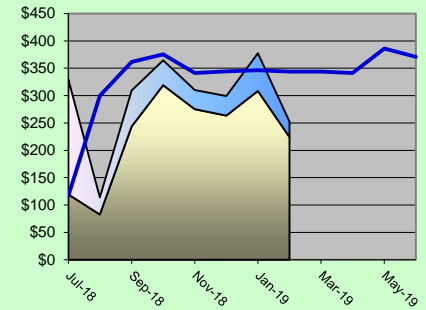
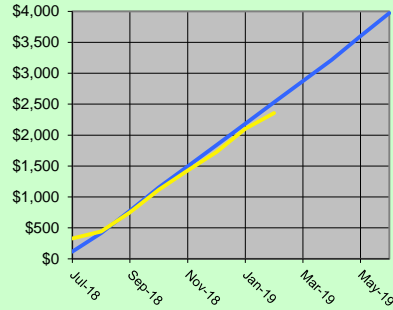


## DISTRICT PROGRAMS-OTHER

### Year-To Date Results:

	Budget	Actual	Variance
Comp	2,005	1,837	168
O&M	525	520	5
Total	2,530	2,357	173

**Underbudget 7%**

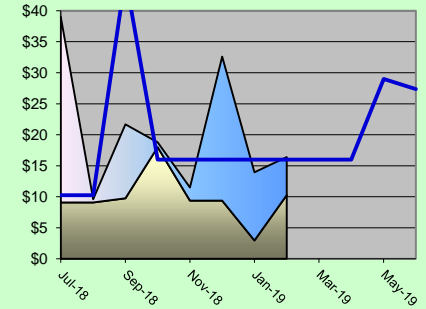
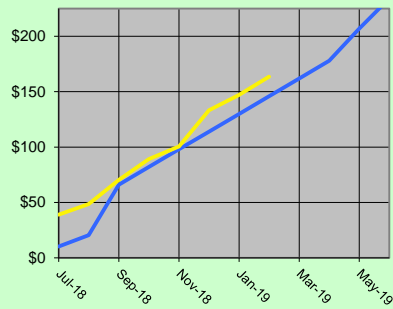


## BOARD OF TRUSTEES

### Year-To Date Results:

	Budget	Actual	Variance
Comp	78	78	0
O&M	68	86	-18
Total	146	164	-18

**Overbudget 12%**

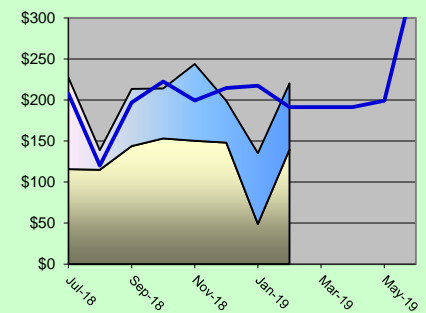
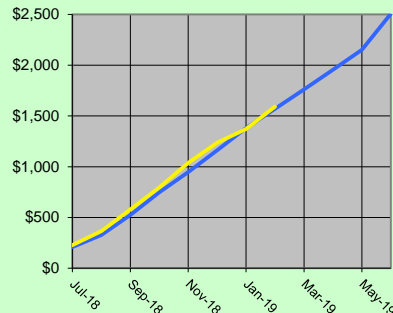


## ADMINISTRATION & OTHER

### Year-To Date Results:

	Budget	Actual	Variance
Comp	1,038	1,015	23
O&M	533	577	-45
Total	1,571	1,592	-22

**Overbudget 1%**

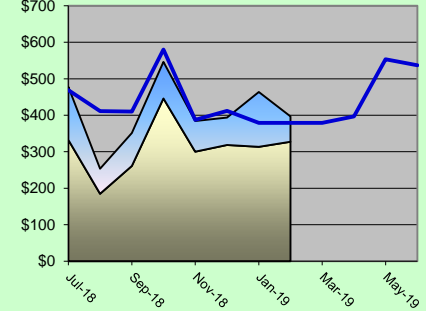
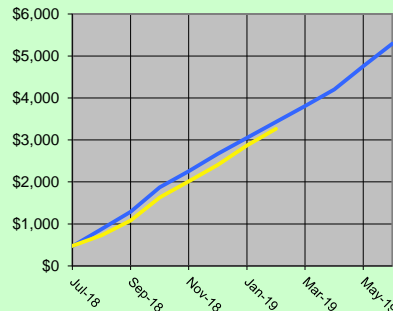


## OPERATIONS & MAINTENANCE

### Year-To Date Results:

	Budget	Actual	Variance
Comp	2,633	2,484	149
O&M	794	782	12
Total	3,428	3,266	161

**Underbudget 5%**



# Board Variance Rpt. - Expenditures

February 28, 2019

YTD Budget YTD Actual

Compensation O&M Budget

Year-to-Date Costs (\$000's):

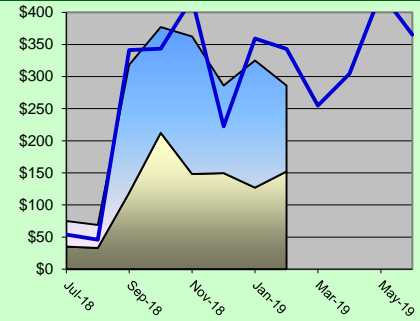
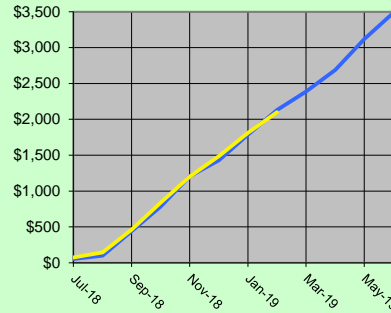
Monthly Costs (\$000's):

## TRANSPORTATION

### Year-To Date Results:

	Budget	Actual	Variance
Comp	1,008	977	31
O&M	1,123	1,122	0
Total	2,131	2,099	31

**Underbudget 1%**

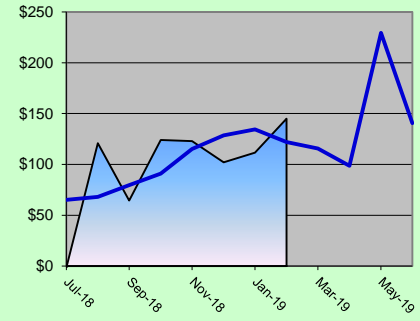
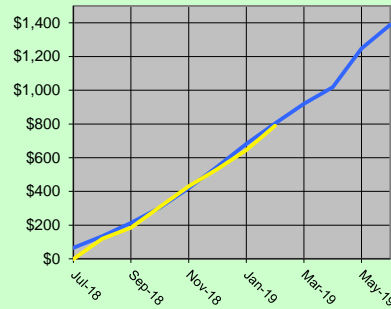


## UTILITIES

### Year-To Date Results:

	Budget	Actual	Variance
Comp	0	0	0
O&M	804	789	15
Total	804	789	15

**Underbudget 2%**

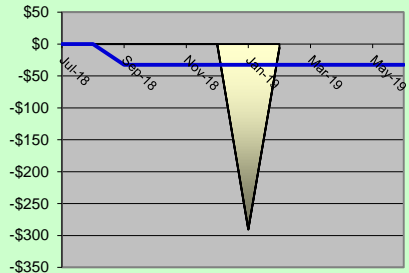
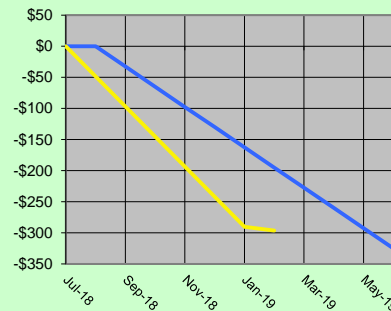


## DISTRICT SCHOOL

### Year-To Date Results:

	Budget	Actual	Variance
Comp	-195	-296	101
O&M	0	0	0
Total	-195	-296	101

**Underbudget 52%**

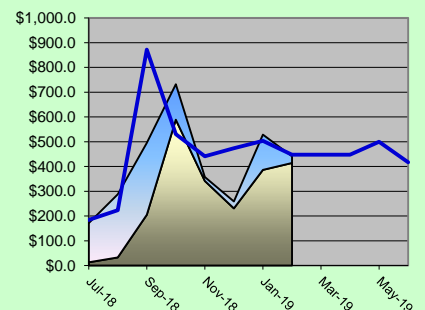
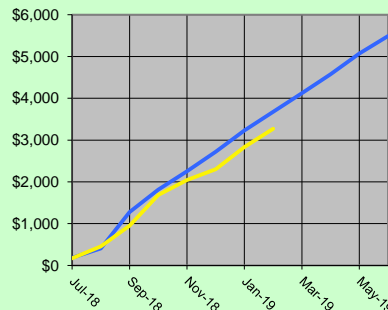


## SPECIAL PURPOSE FUNDS

### Year-To Date Results:

	Budget	Actual	Variance
Comp	2,535	2,213	322
O&M	1,141	1,058	83
Total	3,677	3,271	405

**Underbudget 11%**

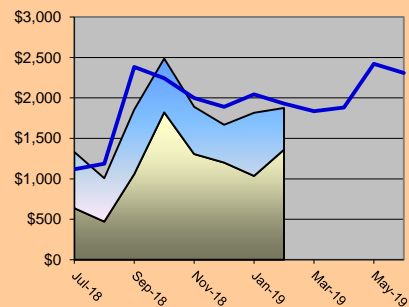
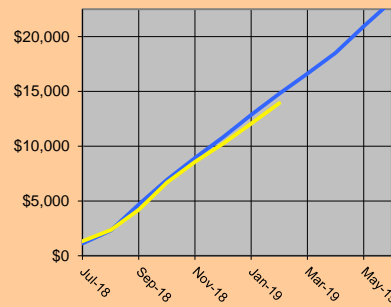


## DISTRICT TOTALS - EXPENDITURES

### Year-To Date Results:

	Budget	Actual	Variance
Comp	9,723	8,896	826
O&M	5,069	5,034	36
Total	14,792	13,930	862

**Underbudget 6%**





## School District No.59 (Peace River South)

---

March 7, 2019

School District #59 Trustees

### **RE: Private School Transportation Fees**

School District #59 currently charges two fees for courteous riders, one to the private school for the transfer bus and another to the parents for student transportation to and from the rural residence.

#### **Student transportation fee to and from rural residence**

	Prior 2012	2012 – 2018	Current
Single Student	\$20	\$30	\$40
Family	\$50	\$75	\$85

In reviewing the 2017/18 final transportation costs of \$3,232,862 the estimated cost per student we transport is \$1,348 per year ( $\$3,232,862 / 2399$  students).

#### **Transfer Bus**

This fee was initially calculated on a cost recovery model by looking at the kilometers the transfer busses drive each day plus the additional driver time. Each year I review the collective agreement increases and adjust the fee to compensate for increased costs for staffing, fuel and maintenance for our busses. I will be increasing the fee by 2% for the 2019/20 school year, this falls in line with the 1.75% collective agreement increases.

	Current Daily Rate	2019/20
Ron Pettigrew	\$18.45	\$18.82
Mountain Christian School	\$68.34	\$69.71
Notre Dame	\$18.14	\$18.50

We currently have a practice with our private schools that they are required to request transportation service for the upcoming school year by the end of April. Requests are reviewed and we confirm them of our decision by the beginning of June. This was initially established so that the private schools understood this wasn't a service that the district would be guaranteed to provide each year.

Melissa Panoulas  
Secretary Treasurer



## School District No.59 (Peace River South)

---

March 7, 2019

To: Board of Education of SD59

From: Melissa Panoulas, Secretary-Treasurer

Agenda Item: Rolla Property Public Notice Feedback

As part of the process of obtaining Ministry of Education approval to disposing of property, a public consultation must occur. The board has previously approved to dispose of the Rolla School property and a public notice was advertised in the local newspaper (February 8, 15 & 22) requesting feedback regarding the disposal of the property.

No feedback was received; therefore, the final step is to submit a letter requesting ministerial approval with the required documentation to the Ministry of Education to obtain permission to dispose of the surplus property.

Melissa Panoulas  
Secretary-Treasurer





February 28, 2019

Ref: 208254

To: Secretary-Treasurer and Superintendent  
School District No. 59 (Peace River South)

**Capital Plan Bylaw No. 2019/20-CPSD59-01**

Re: Ministry Response to the Annual Five-Year Capital Plan Submission for 2019/20

---

This letter is in response to your School District's 2019/20 Annual Five-Year Capital Plan submission, submitted to the Ministry prior to June 30, 2018, and provides direction for advancing supported and approved capital projects.

The Ministry has reviewed all 60 school districts' Annual Five-Year Capital Plan submissions to determine priorities for available capital funding in the following programs:

- Seismic Mitigation Program (SMP)
- Expansion Program (EXP)
- Replacement Program (REP)
- School Enhancement Program (SEP)
- Carbon Neutral Capital Program (CNCP)
- Building Envelope Program (BEP)
- Playground Equipment Program (PEP)
- Bus Acquisition Program (BUS)

Please note that all school districts are required to keep project approval information confidential until after the Province has issued News Releases to the public on March 6th. Additionally, school districts receiving approval and funding specifically from the Playground Equipment Program (PEP) are required to keep that project information confidential until further written notice from the Ministry of Education.

Below you will see the major capital projects supported to proceed with Project Definition Reports (PDRs) as well as minor capital projects from the Ministry's 2019/20 annual capital programs that are approved for funding and are able to proceed to procurement.

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**Ministry of  
Education**

Capital Management Branch  
Resource Management  
Division

Mailing Address:  
PO Box 9151 Stn Prov Govt  
Victoria BC V8W 9H1

Location:  
5<sup>th</sup> Floor, 620 Superior St  
Victoria BC V8V 1V2

### **MAJOR CAPITAL PROJECTS (SMP, EXP)**

Note: A PDR should normally be expected to be finalized within two months following the draft PDR deadlines noted above. After a draft PDR is submitted to the Ministry, follow-up meetings will be scheduled by your respective Regional Director or Planning Officer to confirm scope, schedule, and budget details and the terms of project approval for the projects listed above. Also note that Capital Project Funding Agreements (CPFA) are not issued until after PDRs and all other required supporting documentation is received, reviewed and approved for funding by the Ministry.

All projects that the Ministry expects to be under PDR development, and have not already been received, are listed above – if a project is not listed, then the Ministry is not supporting the project and is not expecting a PDR.

### **MINOR CAPITAL PROJECTS (SEP, CNCP, BEP, PEP, BUS)**

#### **New projects for SEP, CNCP, BEP, PEP**

Facility Name	Program Project Description	Amount Funded by Ministry	Next Steps & Timing
Dawson Creek Secondary	SEP - Mechanical Upgrades - HVAC Upgrades (Phase 2)	\$1,350,000	Proceed to design, tender & construction. To be completed by March 31, 2020.
Deveraux Elementary	CNCP - HVAC - Install DDC System	\$80,000	Proceed to design, tender & construction. To be completed by March 31, 2020.
Moberly Lake Elementary	PEP - New - Standard Playground Equipment	\$90,000	Proceed to design, tender & construction. To be completed by March 31, 2020.

#### **New projects for BUS**

Existing Bus Fleet #	New Bus Type	Amount Funded by Ministry	Next Steps & Timing
5590	C (64-69) with 0 wheelchair spaces	\$135,928	Proceed to ordering the school bus(es) between March 15, 2019 and April 30, 2019 from the list of approved vendors available through the Bus Standing Offer portal on the ASTSBC website at <a href="http://www.astsb.org">http://www.astsb.org</a>

6592	C (64-69) with 0 wheelchair spaces	\$135,928	Proceed to ordering the school bus(es) between March 15, 2019 and April 30, 2019 from the list of approved vendors available through the Bus Standing Offer portal on the ASTSBC website at <a href="http://www.astsbcb.org">http://www.astsbcb.org</a>
A-7591	C (64-69) with 0 wheelchair spaces	\$135,928	Proceed to ordering the school bus(es) between March 15, 2019 and April 30, 2019 from the list of approved vendors available through the Bus Standing Offer portal on the ASTSBC website at <a href="http://www.astsbcb.org">http://www.astsbcb.org</a>
A-7592	C (64-69) with 0 wheelchair spaces	\$135,928	Proceed to ordering the school bus(es) between March 15, 2019 and April 30, 2019 from the list of approved vendors available through the Bus Standing Offer portal on the ASTSBC website at <a href="http://www.astsbcb.org">http://www.astsbcb.org</a>
A-7593	C (64-69) with 0 wheelchair spaces	\$135,928	Proceed to ordering the school bus(es) between March 15, 2019 and April 30, 2019 from the list of approved vendors available through the Bus Standing Offer portal on the ASTSBC website at <a href="http://www.astsbcb.org">http://www.astsbcb.org</a>

Note: An Annual Programs Funding Agreement (APFA) accompanies this Capital Plan Response Letter which outlines specific Ministry and Board related obligations associated with the approved Routine Capital projects for the 2019/20 fiscal year as listed above.

In accordance with Section 143 of the *School Act*, Boards of Education are required to adopt a single Capital Bylaw (using the Capital Plan Bylaw No. provided at the beginning of this document) for its approved 2019/20 Five-Year Capital Plan as identified in this Capital Plan Response Letter. For additional information, please visit the Capital Bylaw website at:

<https://www2.gov.bc.ca/gov/content/education-training/k-12/administration/capital/planning/capital-bylaws>

The Capital Bylaw and the APFA must be signed, dated and emailed to Ministry Planning Officer Damien Crowell at [Damien.Crowell@gov.bc.ca](mailto:Damien.Crowell@gov.bc.ca) as soon as possible. At this time the Ministry will issue Certificates of Approvals as defined in the APFA.

With the 2019/20 Capital Plan process now complete, the Capital Plan Instructions for the upcoming 2020/21 Annual Five-Year Capital Plan submission process (with supplementary intake spreadsheets) will be provided within the next few weeks. These plans are to be submitted to the Ministry no later than June 30, 2019.

Please contact your respective Regional Director or Planning Officer as per the Capital Management Branch Contact List with any questions regarding this Capital Plan Response Letter or the Ministry's capital plan process.

Sincerely,

A handwritten signature in black ink, appearing to read 'Joel Palmer', with a stylized flourish at the end.

Joel Palmer, Executive Director  
Capital Management Branch

pc: Ryan Spillett, Director, Capital Projects Unit, Capital Management Branch  
Michael Nyikes, Director, Capital Programs Unit, Capital Management Branch  
Damien Crowell, Planning Officer, Capital Management Branch  
Rob Drew, Regional Director, Capital Management Branch  
Travis Tormala, Planning Officer, Capital Management Branch

**CAPITAL BYLAW NO. 2019/20-CPSD59-01**  
**CAPITAL PLAN 2019/20**

A BYLAW by the Board of Education of School District No. 59 (Peace River South) (hereinafter called the "Board") to adopt a Capital Plan of the Board pursuant to sections 143 (2) and 144 (1) of the *School Act*.

WHEREAS in accordance with provisions of the *School Act*, the Minister of Education (hereinafter called the "Minister") has approved the Capital Plan of the Board.

NOW THEREFORE the Board agrees to do the following:

- (a) Authorize the Secretary-Treasurer to execute Project Agreement(s) related to the expenditures contemplated by the Capital Plan;
- (b) Upon ministerial approval to proceed, commence the Project(s) and proceed diligently and use its best efforts to complete each Project substantially as directed by the Minister;
- (c) Observe and comply with any order, regulation, or policy of the Minister as may be applicable to the Board or the Project(s); and,
- (d) Maintain proper books of account, and other information and documents with respect to the affairs of the Project(s), as may be prescribed by the Minister.

NOW THEREFORE the Board enacts as follows:

- 1. The Capital Bylaw of the Board for the 2019/20 Capital Plan as approved by the Minister, to include the supported project(s) specified in the letter addressed to the Secretary-Treasurer and Superintendent dated March 13, 2019, is hereby adopted.
- 2. This Bylaw may be cited as School District No.59 (Peace River South) Capital Bylaw No.2019/20-CPSD59-01.

READ A FIRST TIME THE 13<sup>th</sup> DAY OF MARCH, 2019;

READ A SECOND TIME THE 13<sup>th</sup> DAY OF MARCH, 2019;

READ A THIRD TIME, PASSED AND ADOPTED THE 13<sup>th</sup> DAY OF MARCH, 2019;

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Tamara Ziemer, Board Chair

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Melissa Panoulis, Secretary-Treasurer

I HEREBY CERTIFY this to be a true and original School District No. 59 (Peace River South) Capital Bylaw No.2019/20-CPSD59-01 adopted by the Board the 13<sup>th</sup> day of March, 2019.

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Melissa Panoulis, Secretary-Treasurer



## School District No.59 (Peace River South)

---

March 7, 2019

School District #59 Trustees

### **RE: Pouce Coupe Capacity**

School District #59 submitted a capital expansion request to the Ministry of Education in June 2018 for a one classroom addition for Pouce Coupe Elementary. On March 6, 2019 we were notified that the submission request was not successful.

During the regular open board meeting on February 13 the board of education discussed options to resolve the capacity concern at Pouce Coupe Elementary if the submission request was not successful. Overwhelming the board supported exploring portable options for the 2019/20 school year. The board recognized a portable will solve the immediate capacity concern and allow time to determine what size of school will support the community of Pouce Coupe.

#### Portable Options

- Purchase a portable \$150,000
- Explore the utilization of the two other portables within the district, the cost to move a portable from their current location would be \$55,000

Moberly Lake Elementary school is currently in a period of declining enrollment. In the past this school has gone through a cycle of increases and decreases. Currently one of the First Nation Bands has opened a band school located on reserve, this is contributing to the decreased enrollment currently occurring at the school. Moberly Lake Elementary school does not currently have a gym and the portable has allowed the children the access to a larger area indoors for physical activity.

Devereaux Elementary school is actually the initial teacherage (the existing library) with a large addition built on. Given the age of the initial portion of the building I would recommend keeping the existing portable at Devereaux. If there become structural/maintenance issues with the existing library space the library would be able to move into the portable.

I had requested a copy of Pouce Coupe's Community Plan and any Housing Development initiatives but have not received a copy. Given that the computer lab and additional space is being used from the public library I don't have concerns that the portable would not be utilized.



## School District No.59 (Peace River South)

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We have seen the strain on the school this year dealing with restricted space. They have done a great job of being flexible to mitigate some of these problems but I believe resolving the capacity concerns sooner is the better course of action.

To move one of the existing portables from Moberly Lake Elementary or Devereux would cost 37% of the cost of a new portable for Pouce Coupe Elementary. Given this and the factors mentioned above I am recommending the purchase of a new portable for Pouce Coupe Elementary at a cost of \$150,000.

Melissa Panoulis  
Secretary Treasurer

## 8.1 BCSTA DRAFT 2019/2020 BUDGET

**SUBMITTED BY:** *Board of Directors*

### **BE IT RESOLVED:**

That Provincial Council receive the BCSTA Draft 2019/2020 Budget and provide feedback to the Finance & Audit Committee prior to March 29, 2019.

### **BACKGROUND:**

At the December 2018 Provincial Council meeting, the Finance & Audit Committee reviewed several factors expected to impact BCSTA's 2019/2020 operating budget and requested input for development of the budget draft. As shown on page six of the budget draft, factors that have impacted the development of the budget draft are as follows:

- Increased student enrollment as of September 30, 2018 has resulted in an increase in member fees.
- The annual inflationary member fee increase, which will be fully funded from BCSTA's 2017/2018 year-end surplus, will increase fee member fee revenue in 2019/2020.
- A slight improvement in interest rates has resulted in a small increase in projected interest revenue.
- Grant funds will be used to support the 2020 Annual General Meeting.
- Decreased attendance projections for the 2020 Annual General meeting have resulted in a decrease in projected revenues for this event.
- An increase in audio-visual and meal costs have resulted in an increase to the *Academy* and *Annual General meeting* budget lines.
- BCSTA will only host a single Academy in 2019/2020, resulting in a decrease to the *Academy* budget line, despite increased audio-visual and meal costs.
- The Board of Directors receives an annual honouraria increase, based on the most recent five-year average of the Vancouver Consumer Price Index.
- The Provincial Council budget line has been increased to more accurately reflect actual costs.
- Lease costs are increased to reflect market rates as of September 1, 2019.
- A projected increase in hardware and software costs has resulted in an increase to the *Equipment Maintenance* budget line.
- Depreciation costs are reduced slightly to reflect full depreciation of BCSTA's photocopier in 2018/2019.
- The *Salaries/Benefits* budget line will be affected by a staff salary-grid increase, based on a projected teacher-negotiated salary-grid increase; movement on the salary grid; and decreased benefit costs.



## 8.1 BCSTA DRAFT 2019/2020 BUDGET

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The Finance & Audit Committee, Board of Directors and staff remain committed to the prudent fiscal management of member dollars and continue to look for ways to employ efficiencies and cost-saving measures. Consistent with its responsibility to develop a budget that meets the needs of member boards balanced with consideration for the value of member board investment, the Finance & Audit Committee has developed a balanced budget draft for 2019/2020, with the entire annual inflationary member fee increase funded from BCSTA's 2017/2018 year-end surplus. As shown in Appendix I, changes in member fees for 2019/2020 are solely the result of changes in FTE students.

The *BCSTA Draft 2019/2020 Budget* has been submitted to the February 2019 Provincial Council for receipt only. The final budget will be adopted by the April 2019 Provincial Council. Councillors are encouraged to provide the Finance & Audit Committee with any feedback they may have on the budget draft prior to March 29, 2019. Feedback can be submitted to:

BCSTA Finance & Audit Committee  
c/o Jodi Olstead, Director, Finance & Human Resources  
BC School Trustees Association  
4<sup>th</sup> Floor, 1580 West Broadway  
Vancouver, BC V6J 5K9

[jolstead@bcsta.org](mailto:jolstead@bcsta.org)

# **BCSTA Draft Budget 2019/2020**

# BCSTA 2019/2020 Draft Budget

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## **Budget Cycle**

Following BCSTA's budget cycle, illustrated on page eight, the Finance & Audit Committee requested feedback from the December 2018 Provincial Council to assist in preparing BCSTA's 2019/2020 draft budget. The first budget draft is presented to the February 2019 Provincial Council for review and will ultimately be adopted by the April 2019 Provincial Council.

## **Budget Considerations**

At the December 2018 Provincial Council meeting, the Finance & Audit Committee reviewed a number of factors that are expected to impact BCSTA's 2019/2020 operating budget:

### **1. Member Fees**

Student Full-Time Equivalent (FTE) enrolment data as of September 30 of each year is used to calculate BCSTA member fees for the following year, based on fee formulas set by the Provincial Council in 1995 and updated in 1999.

All 60 boards of education are members of BCSTA in the 2018/2019 fiscal year and it is anticipated that BCSTA will have full membership in 2019/2020 as well. Should there be member board withdrawal in 2019/2020, member equity may be used to fund the resultant loss of fee revenue in 2019/2020. As member fee withdrawal would therefore not affect BCSTA's 2019/2020 operating budget, the member fee increase for 2019/2020, based solely on changes to FTE students, totals \$9,634. As shown in Appendix I, FTE student enrollment increased by 5,564 students as of September 30, 2018.

Additionally, in accordance with the February 2017 Provincial Council directive "that BCSTA member fees be increased each year by the amount of the most recent five-year average of the Vancouver Price Index as of January 1 of each year", member fees are increased by 1.36 percent for 2019/2020. This increase totals \$27,633 and will be used to partially offset the projected two percent salary-grid increase, estimated at \$24,000.

*Member Fees* is therefore increased a total of \$37,267 in 2019/2020:

FTE student enrollment.....	9,634
Inflationary member fee increase.....	27,633
Total member fee increase .....	<u>\$ 37,267</u>

### **2. Member Equity**

The February 2017 Provincial Council also directed that annual inflationary member fee increases, as shown under item one above, be supported by any unbudgeted year-end surplus arising in the fiscal year preceding adoption of BCSTA's annual budget. As BCSTA's 2017/2018 fiscal year ended with a surplus of \$60,671, the 2019/2020 inflationary member fee increase of \$27,633 will be fully funded. The only changes in fees for individual boards of education will therefore be solely the result of changes in FTE students. As shown under item one above, this amount is \$9,634. This information is also shown in Appendix I.

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The Finance & Audit Committee conducts an annual review of member equity in relation to BCSTA's contractual obligations. Should total member equity exceed the amount required to meet all of BCSTA's contractual obligations, the Board of Directors may elect to:

- a. restrict the surplus for the Board's future use, including implementation of work needed to fulfil the Board's annual strategic plan,
- b. undertake a specific, unbudgeted project,
- c. reduce member fees, and/or
- d. reduce registration fees for AGM or Academy.

Member Equity may also be used to offset member board withdrawal for the first year of withdrawal and to offset emergent, unbudgeted expenses.

## 3. **Interest Revenue**

The *Interest* budget line was reduced by \$3,000 in 2017/2018 to address declining interest rates. However, with increasing rates, this budget line was increased by \$4,000 in 2018/2019. An additional \$4,000 increase to this budget line is included for 2019/2020.

## 4. **BCSTA Event Contracts**

BCSTA has signed hotel contracts for BCSTA events through to December 2022. This will enable BCSTA to keep the cost of hotel room nights for Academy, Provincial Council and Annual General Meetings at a minimum. Additionally, these contracts will ensure that rooms are available at conference hotels for registrants attending these events.

## 5. **AGM**

Projected attendance for this event is reduced in 2019/2020, consistent with historical experience, such that registrations for the Annual General Meeting are typically lower following an election year. Additionally, as meal and audio-visual costs have increased, the AGM expense budget line will be increased as a result in 2019/2020. Grant funds of \$10,000 have therefore been allocated to offset the increase in costs for the 2020 Annual General Meeting,

## 6. **Trustee Academy**

In 2018/2019, BCSTA's operating budget included revenue and expenditure lines for two Academies, consistent with an election year. For the remaining three years of the election term, BCSTA will host a single Academy. In 2019/2020, revenue and expenditure budget lines for the Academy are therefore lower than they were in 2018/2019, reflecting the change from two Academies to a single Academy.

## 7. **Provincial Council**

An increase of \$2,000 to this budget line is recommended for 2019/2020 to more accurately reflect costs.

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## **8. Standing Committees**

As a means of reducing the cost of holding meetings, committees moved to an online, rather than an in-person, meeting format whenever feasible. Cost savings are also achieved by holding mixed-format meetings.

In 2016/2017, the Indigenous Education Committee's budget line was increased by \$8,000 to address the high cost of travel for its members, many of whom live in remote locations. No changes to any of the standing committee budget lines are recommended for 2019/2020.

## **9. In-District/Professional Development Services**

This budget line has been used historically for providing facilitations to individual member boards on topics such as governance roles, strategic planning, board roles and responsibilities, and to provide support for board self-reviews, superintendent reviews, superintendent searches, etc.

Although feedback from member boards identified *In-District/Professional Development Services* as a priority member service, member boards also requested that BCSTA host an annual Board Chairs' meeting. Without sufficient funding to support both service priorities, the *In District/Professional Development Services* budget line was reduced a total of \$20,000 in 2017/2018, in order to fund the cost of the Board Chairs' meeting. This budget line was therefore reduced from \$45,000 to \$25,000 in 2017/2018.

With the return of member boards in 2017/2018, this budget line was restored to \$45,000 in 2018/2019, consistent with member board feedback that this is a priority member service area.

No change to this budget line is recommended for 2019/2020.

## **10. Board Chairs' Meeting**

Based on member feedback the Board Chairs' meeting has become an annual event.

No change to this budget line is projected for 2019/2020.

## **11. Board of Directors**

In 2011/2012, the Board of Director Honouraria Review Committee recommended that Board of Director honouraria be automatically increased each year by the most recent five-year rolling average of Vancouver's CPI. An increase of \$1,000 to this budget line for Board of Director honouraria is therefore recommended for 2019/2020.

## **12. Equipment Maintenance**

This budget line was reduced a total of \$9,000 in 2018/2019 to reflect the projected decrease in contractor fees; however, with an increase in equipment and software costs projected for 2019/2020, a \$4,000 increase to this budget line is recommended.

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## **13. Building**

Under its current lease agreement with SD39 (Vancouver), BCSTA exercised its final option to renew its lease for a five-year term beginning on September 1, 2014 and ending on August 31, 2019. At the December 1, 2018 meeting, Provincial Council therefore authorized the Board of Directors to enter into a new lease agreement effective September 1, 2019, consistent with the lease location criteria provided to Provincial Councillors.

Based on research conducted by the Finance & Audit Committee, tasked with the assignment by the Board of Directors, BCSTA's most economic lease option is to remain at its current location. The Board of Directors has therefore resolved that BCSTA negotiate a new lease agreement with the Vancouver School Board for a new lease term commencing September 1, 2019. An increase in lease rates is projected for 2019/2020, consistent with market rates for the term of the new lease agreement.

## **14. Financial**

BCSTA contracts its audit firms for a five-year term, with a new five-year term to commence in 2018/2019. As this budget line was increased by \$3,000 in 2018/2019 to reflect the projected increase in costs for the new five-year term, no increase to this budget line is recommended for 2019/2020.

## **15. Depreciation**

The *Depreciation* budget line is affected by BCSTA's capital asset purchases. These assets are replaced on an as-needed basis so that equipment is not replaced until such time as it becomes problematic, fails or becomes obsolete.

This budget line will be affected in 2019/2020 by:

- the 2017/2018 information technology infrastructure update that included the replacement of all of BCSTA's workstations and servers, server backup hardware and software, and BCSTA's database software. Each of the systems replaced had either become problematic, obsolete or had otherwise failed,
- leasehold improvements for construction of an additional enclosed office in 2017/2018,
- replacement of network switches in 2019/2020, and
- full depreciation of BCSTA's photocopier in 2018/2019.

As a result of these offsetting factors, this budget line will be reduced by \$1,000 in 2019/2020.

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## 16. Salaries/Benefits

BCSTA's staff salary grid increases have been tied historically to teacher salary negotiations. As the teachers' current collective agreement expires on June 30, 2019, and as a new collective agreement has not yet been negotiated, any increase to teachers' salaries for the 2019/2020 fiscal year is not yet known. The increase to BCSTA's staff salary grid for 2019/2020 has therefore been based on the 2019 [\*Public Sector Bargaining Mandate\*](#) wage increase of two percent. This budget line will be adjusted prior to its adoption by the April 2019 Provincial Council, in accordance with the terms of the actual teacher salary increase, should it be determined by that time; otherwise, should an adjustment be required, it will be incorporated in BCSTA's 2020/2021 operating budget.

Other factors expected to affect the *Salaries/Benefits* budget line in 2019/2020 are:

- movement on the staff salary grid, and
- changes to benefit costs.

Although the staff salary grid increase of two percent for 2019/2020, which is approximately \$24,000, plus movement on the staff salary grid, estimated at \$7,000, total \$31,000, this budget line has only been increased \$18,000 for 2019/2020. This is the result of a decrease in BCSTA's benefit costs, estimated at \$13,000.

Two percent salary grid increase .....	\$ 24,000
Movement on the staff salary grid .....	7,000
Less: projected reduction in benefits .....	< 13,000 >
Total estimated increase to <i>Salary/Benefits</i> .....	<u>\$ 18,000</u>

## 17. Grants

BCSTA has received a number of grants, the details of which were provided to the December 2018 Provincial Council.

The Finance & Audit Committee and Board of Directors are mindful of the important of making impactful use of grant funds received by the Association, within the parameters restricting the use of the funds. In accordance with restrictions placed on individual grants received, these funds have been used to undertake specific projects, including:

- providing support for boards to attend rural education regional meetings,
- support for BCSTA's Annual General Meeting or Academy
- support of trustee learning,
- support of leadership development,
- development of the *Trustee Learning Guide*, and
- development of an online version of *the Guide to Schools' Legislation*.

For 2019/2020, \$10,000 has been allocated to support the 2020 Annual General Meeting.

# BCSTA 2019/2020 Draft Budget

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## **Budget Impact Summary**

As shown on pages one through five, BCSTA is facing cost pressures in a number of budget lines in 2019/2020, summarized as follows:

- Audio-visual and meal costs for AGM 2020 have increased by approximately \$10,000.
- Attendance projections for AGM 2020 are reduced, consistent with historical experience following an election year. Projected revenues for the event are therefore decreased \$17,000 as result.
- The *Provincial Council* budget line has been increased by \$2,000 to more accurately reflect costs.
- The Board of Directors honouraria increase, based on Vancouver CPI, will be increased by approximately \$1,000.
- Lease costs will increase by \$7,000 in 2019/2020.
- The *Equipment Maintenance* budget line has been increased by \$4,000 resulting from a projected increase in hardware and software costs.
- The *Salaries/Benefits* budget line has been increased \$31,000 to offset a projected salary-grid increase of two-percent as well as movement on the salary grid; however, a reduction in benefit costs, estimated at \$13,000 has partially offset the increase in this budget line, such that the total increase is \$18,000 rather than \$31,000.

The 2019/2020 cost pressures noted above have been offset as follows:

- Grant funds of \$10,000 have been allocated to offset the increase in audio-visual and meal costs for the 2020 Annual General meeting.
- Student enrollment increased by 5,564 FTE students as of September 30, 2018. Member fees for 2019/2020 are increased \$9,634 as a result.
- The inflationary member fee increase for 2019/2020, based on the most recent five-year average of the Vancouver Consumer Price Index of 1.36 percent, totals \$27,633 for 2019/2020. The 2019/2020 increase will be fully funded from the 2017/2018 year-end surplus, per Provincial Council resolution.
- BCSTA has signed contracts with conference hotels for events through to December 2022. This has enabled the Association to mitigate the effects of inflation on hotel room costs.
- As BCSTA will only host a single Academy in 2019/2020, the *Academy* budget line is decreased by \$61,000.
- The *Depreciation* budget line has been decreased by \$1,000 to reflect the full depreciation of BCSTA's photocopier in 2018/2019.
- The interest revenue budget line has been increased by \$4,000 to reflect a slight improvement in interest rates.

Budget details are shown on pages 10 through 17 of this budget draft.



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## **Impact on Member Fees and Member Services**

Member fees are affected each year by changes in FTE students, annual inflationary increases to maintain or improve service levels, use of member equity to offset annual inflationary member fee increases and approved increases or decreases to specific budget lines.

For 2019/2020, the Finance & Audit Committee has prepared a balanced draft budget that includes an **inflationary member fee increase of 1.36 percent\***, in accordance with the February 2017 Provincial Council directive to apply an annual member fee increase equivalent to the most recent five-year rolling average of the Vancouver CPI, as of January 1 of each year.

\*Note: As shown on pages one and six, the inflationary member fee increase for 2019/2020 will be fully funded from BCSTA's 2017/2018 year-end surplus, per Provincial Council resolution. The only changes in fees for individual boards of education will therefore be solely the result of changes in FTE students, as shown in Appendix I.

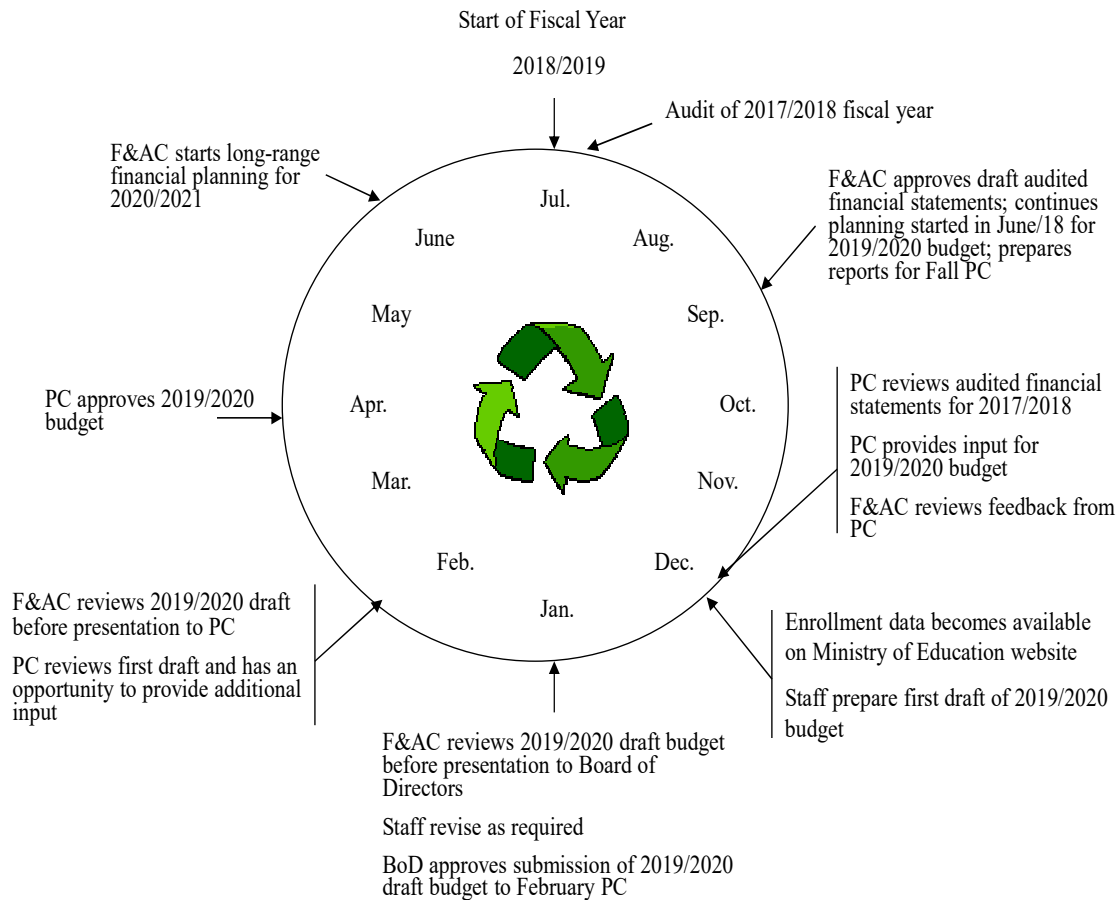
The Finance & Audit Committee, Board of Directors, and BCSTA staff remain committed to using member dollars to their best effect.

# BCSTA 2019/2020 Draft Budget



British Columbia  
School Trustees  
Association

## 2019/2020 Budget Cycle



# BCSTA 2019/2020 Draft Budget

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## BCSTA Categories and Fee Formulas

At the February 1995 Provincial Council meeting, a new method for calculating BCSTA member fees was adopted. The purpose of adopting the new schedule was to eliminate distortions under the prior methodology caused by enrollment fluctuations. The new method was based on a set range of FTEs and fees for each of four categories. At the February 2001 Provincial Council, Category 4 was adjusted to address an inequity and a fifth category was added. The categories and corresponding ranges are:

<u>Category</u>	<u>Range of FTEs</u>	<u>Range of Fees</u>
1	0 – 4,000	\$ 4,000 – 28,000
2	4,001 – 10,000	\$28,000 – 38,000
3	10,001 – 30,000	\$38,000 – 65,000
4	30,001 – 75,000	\$65,000 – 80,000
5	75,001 – 125,000	\$80,000 – 95,000

Using these ranges, the following fee formulas were calculated:

Category 1	Fees = (\$6.1 x FTEs + 2,600) x 0.9955
Category 2	Fees = (\$1.45 x FTEs + 21,750) x 0.9955
Category 3	Fees = (\$1.33 x FTEs + 23,400) x 0.9955
Category 4	Fees = (\$0.3333 x FTEs + 55,000)
Category 5	Fees = (\$0.30 x FTEs + 57,500)

This method provides for a straight-line relationship between FTEs and fees, with costs per FTE student decreasing as the number of FTE students increase. When fee adjustments are applied, this relationship remains constant for each category and the integrity of the prescribed formulas is maintained.

For instance, in 2004/2005 and 2005/2006, the Provincial Council approved a two-percent increase to member fees, and in 2006/2007 a one-percent member fee increase was approved. These increases were consecutively applied to, and consequently changed, the fee formulas to the following:

Category 1	Fees = (\$6.10 x FTEs + 2,600) x 1.0462
Category 2	Fees = (\$1.45 x FTEs + 21,750) x 1.0462
Category 3	Fees = (\$1.33 x FTEs + 23,400) x 1.0462
Category 4	Fees = (\$0.3333 x FTEs + 55,000) x 1.0508
Category 5	Fees = (\$0.30 x FTEs + 57,500) x 1.0508

Thus, the fee formulas set by the February 1995 and 2001 Provincial Councils remain constant over time. They are increased or decreased, based on member needs, by adjusting the multiplier to the formula for each category.

# BCSTA 2019/2020 Draft Budget

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## **TOTAL REVENUE AND EXPENDITURE SUMMARY**

### **TOTAL REVENUE**

*(All amounts are in thousands of dollars)*

<b>Item</b>	<b>Budget 2017/18</b>	<b>Budget 2018/19</b>	<b>Budget 2019/20</b>	<b>Dollar Change</b>
Member Fees	1873	2022	2059	+ 37
AGM	213	216	209	- 7
CSBA Congress	298	--	--	--
Interest	78	82	86	+ 4
Academy	205	264	209	- 55
Grant Admin/ Entrepreneurial	12	12	13	+ 1
<b>Total</b>	<b>2679</b>	<b>2596</b>	<b>2576</b>	<b>- 20</b>

### **TOTAL EXPENDITURES**

*(All amounts are in thousands of dollars)*

<b>Item</b>	<b>Budget 2017/18</b>	<b>Budget 2018/19</b>	<b>Budget 2019/20</b>	<b>Dollar Change</b>
Core Services	1131	970	922	- 48
Office	285	282	292	+ 10
Salaries	1263	1344	1362	+ 18
<b>Total</b>	<b>2679</b>	<b>2596</b>	<b>2576</b>	<b>- 20</b>

# BCSTA 2019/2020 Draft Budget

## CORE BUDGET REVENUE

(All amounts are in thousands of dollars)

R – REVENUE					
No.	Item	Budget 2017/18	Budget 2018/19	Budget 2019/20	Dollar Change
R1	Member Fees*	1873	2022	2059	+ 37
R2	AGM*	213	216	209	- 7
R3	CSBA Congress	298	--	--	--
R4	Interest*	78	82	86	+ 4
R5	Academy*	205	264	209	- 55
R6	Grant Administration/ Entrepreneurial*	12	12	13	+ 1
	Total	2679	2596	2576	- 20

- R1. *Member Fees* is **increased \$37,000** in 2019/2020. This reflects an increase of approximately \$9,634 resulting from an increase in student enrollment of 5,564 FTE students as well as an inflationary member fee increase of \$27,633, based on the most recent five-year average of the Vancouver Consumer Price Index.

As the inflationary member fee increase for 2019/2020 will be fully funded from the 2017/2018 year-end surplus, in accordance with Provincial Council resolution, the only changes in fees for 2019/2020 will be solely the result of changes in FTE students, as shown in Appendix I.

- R2. The *AGM* budget line is **decreased \$7,000** to reflect the projected impact of two offsetting factors:
- AGM revenue is reduced by approximately \$17,000 resulting from a projected decrease in attendance, consistent with historical experience following an election year.
  - Government grant funds of \$10,000 have been allocated to this budget line to offset the projected increase in audio-visual and meal costs for this event.
- R4. *Interest* is **increased \$4,000** to reflect a slight increase in interest rates.
- R5. As BCSTA will only host a single Academy in 2019/2020, consistent with years two through four of the election cycle, the *Academy* budget line is **decreased \$55,000**.
- R6. *Grant Administration/Entrepreneurial* is **increased \$1,000** to more accurately reflect revenues received.

# BCSTA 2019/2020 Draft Budget

## CORE BUDGET EXPENDITURES

(All amounts are in thousands of dollars)

### PROGRAM A: CORE SERVICES

A1 – ADVOCACY					
No.	Item	Budget 2017/18	Budget 2018/19	Budget 2019/20	Dollar Change
A1(a)	Advocacy Services	71	71	71	--
A1(b)	CSBA	40	40	40	--
A1(c)	AGM*	181	184	194	+ 10
A1(d)	Provincial Council*	96	96	98	+ 2
A1(e)	Board of Directors*	88	94	95	+ 1
A1(f)	Finance & Audit Committee	10	10	10	--
A1(g)	Professional Learning Committee	18	18	18	--
A1(h)	Indigenous Education Committee	26	26	26	--
A1(i)	Legislative Committee	2	2	2	--
A1(j)	Branch Support	17	17	17	--
	<b>Total</b>	549	558	571	+ 13

A1(c). The *AGM* budget line is **increased \$10,000** to reflect an increase in meal and audio-visual costs.

A1(d). The *Provincial Council* budget line is **increased \$2,000** to more accurately reflect costs.

A1(e). In 2006/2007, the Board of Director Honouraria Review Committee recommended that Board of Director honouraria be reviewed annually, with increases to be based on Vancouver's CPI.

In 2011/2012, the Review Committee recommended that cost-of-living increases, based on the most recent five-year rolling average of Vancouver's CPI, be applied annually to Board honouraria to ensure that:

- budget issues do not arise in future years resulting from a need to implement large increases required to bring honouraria amounts in line with market levels, and
- that trustees with an interest in serving on the Board of Directors will not be excluded from doing so for financial reasons.

# BCSTA 2019/2020 Draft Budget

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Based on the Vancouver Consumer Price Index (CPI) average of 1.36 percent for 2013 through 2017, this budget line is **increased \$1,000** for 2019/2020.

Recommended Board of Director Honouraria increases for 2019/2020 are:

President:	\$ 16,790 to \$ 17,019/year = \$229/year
Vice-President:	\$ 8,394 to \$ 8,508/year = \$114/year
Director:	\$ 5,997 to \$ 6,078/year = \$ 81/year

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## CORE BUDGET EXPENDITURES

*(All amounts are in thousands of dollars)*

A2 - TRUSTEE AND BOARD SERVICES					
No.	Item	Budget 2017/18	Budget 2018/19	Budget 2019/20	Dollar Change
A2(a)	Academy*	172	252	191	- 61
A2(b)	CSBA Congress	270	--	--	--
A2(c)	In-District/Pro-D Services	25	45	45	--
A2(d)	Board Chairs' Meeting	20	20	20	--
A2(e)	Communications/Publications	30	30	30	--
A2(f)	Legal Counsel	65	65	65	--
	Total	582	412	351	- 61

A2(a). The *Academy* budget line is **decreased \$61,000** as only a single Academy will be held in 2019/2020, consistent with years two through four of the election cycle.

<b>TOTAL CORE SERVICES (A1 – A2)</b>	1131	970	922	- 48
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# BCSTA 2019/2020 Draft Budget

## OFFICE EXPENDITURES

(All amounts are in thousands of dollars)

### PROGRAM B: OFFICE SUPPORT

B - OFFICE OPERATIONS					
No.	Item	Budget 2017/18	Budget 2018/19	Budget 2019/20	Dollar Change
B1	Building*	126	128	135	+ 7
B2	Equipment Maintenance*	70	61	65	+ 4
B3	Office Administration	20	19	19	--
B4	Financial	51	54	54	--
B5	Depreciation*	18	20	19	- 1
	Total	285	282	292	+ 10

- B1. BCSTA's lease costs are increased \$8,000/year, effective September 1, 2019, to reflect market rates at the start of the new lease term. As BCSTA's fiscal year starts on July 1, this budget line is only **increased \$7,000**, rather than \$8,000, in 2019/2020 to reflect the lease rate increase for a ten-month period. The *Building* budget line will therefore need to be increased an additional \$1,000 in 2020/2021.

Annual Lease Rate Increase: \$8,000  
Monthly Lease Rate Increase: \$666.67 (\$8,000/12 months)  
2019/2020 Lease Rate Increase: \$6,666.67 (\$666.67 x 10 months–Sep/19 to Jun/20)

- B2. The *Equipment Maintenance* budget line is **increased \$4,000** to reflect a projected increase in hardware and software costs in 2019/2020.
- B5. Although BCSTA will be replacing its network switches in 2019/2020, replacement of its photocopier, which will be fully depreciated in 2018/2019, has been deferred to the 2020/2021 fiscal year. As a result, this budget line is **decreased \$1,000** for 2019/2020.

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## STAFF SALARIES

*(All amounts are in thousands of dollars)*

S – STAFF SALARIES					
No.	Item	Budget 2017/18	Budget 2018/19	Budget 2019/20	Dollar Change
S1	Total Salaries/Benefits*	1263	1344	1362	+ 18
TOTAL POSITIONS (FTEs)		10.6	10.8	10.8	--

S1. The *Salaries/Benefits* budget line is **increased \$18,000** in 2019/2020 to address a number of factors:

- BCSTA's staff salary grid has been tied historically to teacher-negotiated salary increases. As the teachers' collective agreement expires on August 31, 2019, and as a new collective agreement has not yet been negotiated, a salary grid increase of two percent, consistent with the 2019 [Public Sector Bargaining Mandate](#), has been estimated for 2019/2020,
- movement on the staff salary grid, and
- an overall reduction in benefit costs as BCSTA does not meet the payroll threshold for the Employer Health Tax and as the employer's portion of BCSTA's Municipal Pension Plan contributions decreased slightly as of January 1, 2019

<b>TOTAL CORE EXPENDITURES (PROGRAMS A, B, and S)</b>	2679	2596	2576	- 20
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# BCSTA 2019/2020 Draft Budget

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## **GRANT ADMINISTRATION AND ENTREPRENEURIAL ACTIVITY**

*(All amounts are in thousands of dollars)*

<b>Item</b>	<b>Budget 2017/18</b>	<b>Budget 2018/19</b>	<b>Budget 2019/20</b>	<b>Dollar Change</b>
<b><u>Revenue</u></b>				
Grants	--	--	--	--
Contracts	12	12	13	+ 1
Total	12	12	13	+ 1
<b><u>Expenditures</u></b>				
Grants	--	--	--	--
Contracts	--	--	--	--
Total	--	--	--	--
Net Contribution	12	12	13	+ 1

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**APPENDIX I**  
**2019/2020 BCSTA FEE REVENUE COMPARED TO 2018/2019 FEE REVENUE**  
**(Annual Inflationary Member Fee Increase of 1.36%)**

		Total FTE Pupils	Total FTE Pupils			2018/2019 Fees	2019/2020 Fees	Difference (based on	1.36% Member Fee	Total 2019/2020
No.	School District	Sep 30/17	Sep 30/18	Difference	Category	(1.2% Inc.)	(0% Inc.)	FTE changes)	Increase*	Member Fees
5	Southeast Kootenay	5,448.88	5,544.31	95.4	2	34,393.20	34,553.75	160.55	469.93	35,023.68
6	Rocky Mountain	3,188.75	3,268.50	79.8	1	25,578.25	26,142.55	564.30	355.54	26,498.09
8	Kootenay Lake	4,772.94	4,682.44	(90.5)	2	33,256.34	33,104.15	(152.19)	450.22	33,554.37
10	Arrow Lakes	435.34	456.44	21.1	1	6,096.17	6,245.43	149.26	84.94	6,330.37
19	Revelstoke	969.63	1,032.63	63.0	1	9,876.55	10,322.32	445.77	140.38	10,462.70
20	Kootenay-Columbia	3,944.63	3,935.44	(9.2)	1	30,926.55	30,861.56	(64.99)	419.72	31,281.28
22	Vernon	8,385.34	8,418.13	32.8	2	39,332.09	39,387.25	55.16	535.67	39,922.92
23	Central Okanagan	22,083.31	22,679.10	595.8	3	61,210.93	62,130.10	919.17	844.97	62,975.07
27	Cariboo-Chilcotin	4,638.38	4,695.94	57.6	2	33,030.02	33,126.85	96.83	450.53	33,577.38
28	Quesnel	2,990.00	2,975.81	(14.2)	1	24,171.97	24,071.60	(100.37)	327.37	24,398.97
33	Chilliwack	13,421.54	13,668.22	246.7	3	47,848.24	48,228.84	380.60	655.91	48,884.75
34	Abbotsford	19,306.63	19,627.75	321.1	3	56,927.28	57,422.72	495.44	780.95	58,203.67
35	Langley	20,360.25	20,554.25	194.0	3	58,552.72	58,852.05	299.33	800.39	59,652.44
36	Surrey	70,330.88	71,483.13	1,152.3	4	90,987.12	91,432.65	445.53	1,243.48	92,676.13
37	Delta	15,345.19	15,352.69	7.5	3	50,815.89	50,827.50	11.61	691.25	51,518.75
38	Richmond	19,338.69	19,412.00	73.3	3	56,976.74	57,089.88	113.14	776.42	57,866.30
39	Vancouver	49,131.69	48,955.38	(176.3)	4	82,791.35	82,723.24	(68.11)	1,125.04	83,848.28
40	New Westminster	6,557.69	6,578.19	20.5	2	36,258.13	36,292.63	34.50	493.58	36,786.21
41	Burnaby	23,454.13	23,434.31	(19.8)	3	63,325.70	63,295.18	(30.52)	860.81	64,155.99
42	Maple Ridge-Pitt Meadows	14,389.50	14,567.50	178.0	3	49,341.53	49,616.17	274.64	674.78	50,290.95
43	Coquitlam	30,609.19	30,655.25	46.1	4	75,630.40	75,648.26	17.86	1,028.82	76,677.08
44	North Vancouver	15,119.75	15,125.88	6.1	3	50,468.10	50,477.59	9.49	686.50	51,164.09
45	West Vancouver	6,898.06	6,916.50	18.4	2	36,830.61	36,861.65	31.04	501.32	37,362.97
46	Sunshine Coast	3,156.94	3,256.06	99.1	1	25,353.16	26,054.55	701.39	354.34	26,408.89
47	Powell River	2,047.50	2,055.75	8.3	1	17,503.19	17,561.58	58.39	238.84	17,800.42
48	Sea to Sky	4,903.69	5,044.19	140.5	2	33,476.25	33,712.58	236.33	458.49	34,171.07
49	Central Coast	235.13	264.75	29.6	1	4,679.50	4,889.12	209.62	66.49	4,955.61
50	Haida Gwaii	510.50	461.13	(49.4)	1	6,627.95	6,278.60	(349.35)	85.39	6,363.99
51	Boundary	1,284.13	1,249.63	(34.5)	1	12,101.83	11,857.73	(244.10)	161.27	12,019.00
52	Prince Rupert	1,960.50	1,993.88	33.4	1	16,887.61	17,123.77	236.16	232.88	17,356.65
53	Okanagan-Similkameen	2,312.88	2,337.00	24.1	1	19,380.89	19,551.60	170.71	265.90	19,817.50
54	Bulkley Valley	1,969.38	1,947.75	(21.6)	1	16,950.41	16,797.41	(153.00)	228.44	17,025.85
57	Prince George	12,975.22	13,021.00	45.8	3	47,159.70	47,230.36	70.66	642.33	47,872.69
58	Nicola-Similkameen	2,040.38	2,061.19	20.8	1	17,452.78	17,600.05	147.27	239.36	17,839.41
59	Peace River South	3,487.75	3,576.75	89.0	1	27,693.87	28,323.62	629.75	385.20	28,708.82
60	Peace River North	6,044.81	6,052.63	7.8	2	35,395.52	35,408.68	13.16	481.56	35,890.24
61	Greater Victoria	19,123.10	19,507.44	384.3	3	56,644.15	57,237.12	592.97	778.42	58,015.54
62	Sooke	10,459.25	10,832.31	373.1	3	43,278.26	43,853.82	575.56	596.41	44,450.23
63	Saanich	7,003.75	7,082.50	78.8	2	37,008.37	37,140.84	132.47	505.12	37,645.96
64	Gulf Islands	1,697.13	1,735.75	38.6	1	15,024.07	15,297.38	273.31	208.04	15,505.42
67	Okanagan Skaha	5,749.44	5,825.38	75.9	2	34,898.72	35,026.47	127.75	476.36	35,502.83
68	Nanaimo-Ladysmith	13,720.00	14,022.25	302.3	3	48,308.68	48,775.00	466.32	663.34	49,438.34
69	Qualicum	4,040.13	4,095.63	55.5	2	32,023.81	32,117.18	93.37	436.79	32,553.97
70	Alberni	3,744.81	3,734.44	(10.4)	1	29,512.75	29,439.36	(73.39)	400.38	29,839.74
71	Comox Valley	8,222.16	8,277.38	55.2	2	39,057.62	39,150.52	92.90	532.45	39,682.97
72	Campbell River	5,401.38	5,463.31	61.9	2	34,313.31	34,417.51	104.20	468.08	34,885.59
73	Kamloops/Thompson	14,359.25	14,591.25	232.0	3	49,294.87	49,652.81	357.94	675.28	50,328.09
74	Gold Trail	1,108.81	1,090.25	(18.6)	1	10,861.39	10,730.05	(131.34)	145.93	10,875.98
75	Mission	6,057.75	6,072.50	14.8	2	35,417.28	35,442.11	24.83	482.01	35,924.12
78	Fraser-Cascade	1,661.75	1,738.44	76.7	1	14,773.77	15,316.39	542.62	208.30	15,524.69
79	Cowichan Valley	7,789.63	8,061.32	271.7	2	38,330.14	38,787.14	457.00	527.51	39,314.65
81	Fort Nelson	720.81	684.00	(36.8)	1	8,116.04	7,855.58	(260.46)	106.84	7,962.42
82	Coast Mountains	4,108.88	4,101.50	(7.4)	2	32,139.44	32,127.06	(12.38)	436.93	32,563.99
83	N. Okanagan-Shuswap	6,167.03	6,364.03	197.0	2	35,601.08	35,932.45	331.37	488.68	36,421.13
84	Vancouver Island West	416.50	464.13	47.6	1	5,962.84	6,299.82	336.98	85.68	6,385.50
85	Van. Island North	1,354.25	1,372.00	17.8	1	12,598.01	12,723.61	125.60	173.04	12,896.65
87	Stikine	188.63	145.13	(43.5)	1	4,350.48	4,063.65	(286.83)	55.27	4,118.92
91	Nechako Lakes	3,585.50	3,555.69	(29.8)	1	28,385.51	28,174.59	(210.92)	383.17	28,557.76
92	Nisga'a	386.81	374.25	(12.6)	1	5,752.78	5,663.90	(88.88)	77.03	5,740.93
93	Francophone Ed. Auth.	5,970.31	6,117.94	147.6	2	35,270.22	35,518.53	248.31	483.05	36,001.58
TOTALS		537,086.17	542,650.25	5,564.08		2,022,212.13	2,031,846.46	9,634.33	27,633.11	2,059,479.57

\*Note: As the inflationary member fee increase of 1.36 percent will be fully funded from the 2017/2018 year-end surplus, in accordance with Provincial Council resolution, this increase will not be included in 2019/2020 member fee invoices.

Table 2B: Enrollment-Based Funding  
(includes Regular and Continuing Education, Distributed Learning, and Alternate Schools)

Maximum Fee per Provincial Council Resolution PC80/88:  
5% of 2019/2020 total fees: \$ 102,973.98

Minimum Fee per Provincial Council Resolution PC80/88:  
0.2% of total fees \$ 4,063.65

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## Schools will require kids' immunization status by fall, B.C. health minister says

Cindy E. Harnett / Times Colonist

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B.C. Health Minister Adrian Dix  
Photograph By THE CANADIAN PRESS

B.C. Health Minister Adrian Dix says he expects mandatory reporting of vaccinations to be in place for the start of school in September. All students in both public and private schools would be required to provide proof of immunization against diseases such as the measles.

Parents who refuse based on religious or philosophical grounds would be required to attend a course designed to show them the risks of not vaccinating their children.

Mandatory reporting is expected to help health officials find parents who might be unaware their children are not vaccinated, haven't kept their immunizations up to date, or haven't had easy access to vaccinations. Those parents would be provided with help in obtaining vaccinations for their children.

"We'll be ready on what's needed in terms of the overall regulation," Dix said of the September goal. "We've got to make sure the procedures are in place. I believe they can be, but we have to make sure they are."

The decision comes in the wake of a measles outbreak in Vancouver, with 13 cases reported so far.

Provincial health officer Bonnie Henry agreed that although regulations have to be drafted and processes have to be put in place, "September — the next school year — is probably a reasonable time frame."

She said providing education on vaccines has proven to be more successful than forcing people to be vaccinated.

Dix said new legislation is not needed, since regulations can be added in accordance with the Public Health Act.

"It's my view mandatory reporting can happen in a relatively short period of time," said Dix. "The long period required to wait for legislation is not required in this case and we can move forward more quickly."

In 2014, then provincial health officer Perry Kendall called for mandatory registration similar to the Ontario model after 342 measles cases were reported in the Fraser Valley. "That's the direction we'd like to go," said Dix, adding he doesn't know why it didn't happen earlier.

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In Ontario, children who attend primary or secondary schools must be immunized against several diseases, including measles, unless they have an exemption for medical reasons or due to conscience or religious belief. "What we've proposed in B.C. is really the same as in Ontario," said Dix. "It will be structured in law somewhat differently, but it will be mandatory reporting."

Parents in Ontario must provide proof of immunization, and children who are not immunized can be removed from school during an outbreak.

Of the 13 confirmed cases of measles in B.C., two were reported on Sunday. Most of the cases are linked to two French-language schools after an unvaccinated child contracted the disease during a trip to Vietnam.

Of the two newest cases, one person lives in the Vancouver Coastal Health area, while the other was passing through Vancouver's airport on the way to Edmonton and later to the Northwest Territories.

A spokesman with Vancouver International Airport said the first case arrived on a Philippine Airlines flight from Manila on Feb. 11, and another person with measles departed Vancouver on an Air Canada flight to Edmonton the following day and then left Edmonton on a Canadian North flight for Inuvik, N.W.T., on Feb. 13. "These are not related to the school outbreak," said Henry.

Measles is a highly contagious airborne viral infection that spreads by coughing and sneezing. It is preventable with a measles, mumps and rubella (MMR) vaccine given in two doses.

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