

SCHOOL DISTRICT 63 (SAANICH)

FINANCE, FACILITIES AND TECHNOLOGY COMMITTEE

Agenda

Committee Members: Trustee Dunford, Chairperson
Trustee Silzer
Trustee VanWell
Jason Reid, Secretary-Treasurer
Dave Eberwein, Superintendent of Schools
Rob Lumb, Director of Facilities
Lydia Baran, Acting Director of Finance

June 11, 2019
10:30 am, Boardroom

A. PRESENTATIONS AND QUESTIONS

No Items.

B. ITEMS FOR DISCUSSION

1. Parkland Track Project

C. ITEMS FOR RECOMMENDATION

1. Capital Plan Submission

Staff Recommendation:

That the Board approve the list of projects to be included on the Capital Plan Submission for the 2020/21 school year.

2. Childcare BC New Spaces Fund Applications (briefing note to follow)

Staff Recommendation:

That the Board approve application to the Childcare BC New Spaces Fund for expansion at Sidney Elementary, Cordova Bay Elementary and Lochside Elementary.

D. ITEMS FOR INFORMATION

1. School Capacity Planning
2. June Fiscal Forecast
3. Letter from Saanich Teachers' Association

E. FUTURE AGENDA ITEMS

No Items.

To: Finance, Facilities & Technology Committee

Prepared By: Rob Lumb
 Director of Facilities

Subject: **Five Year Capital Plan Submission 2020/21**

Date: June 4, 2019

Purpose

The purpose of this briefing note is to provide information relevant for the committee’s review and the Boards approval of the Capital Plan Submission for 2020/2021. If these projects are subsequently approved by the Ministry, funding will be announced in March of 2020.

Our new submission deadline is June 30th, 2019. Included in the plan are some ‘carry forward’ projects that appeared in last year’s submission as well as the addition of some newer projects more recently identified.

The Capital Plan Submission Summary for 2020/21 is included as attachment #1. A summary table with further explanation is below.

ADDITION PROGRAM		
Parkland Secondary	\$1,930,980	Addition of shop for Marine Program, previously submitted in 2019/2020 and not approved by Ministry at that time.
SEISMIC MITIGATION PROGRAM (SMP)		
Child Development Centre	\$4,253,731	Project previously submitted and awaiting Ministry approval
Sidney Elementary	\$12,121,000	Project previously submitted as replacement. Revised Seismic Risk Assessment results in a rating of H1.
Brentwood Elementary	\$5,687,274	Revised Seismic Risk Assessment results in a rating of H1.
BUILDING ENVELOPE PROGRAM (BEP)		
Bayside Middle School	\$6,909,999	Building Envelop Upgrade required. Long term roof leaks exacerbated the envelop problems PFRS is included with spreadsheet submission
Brentwood Elementary	\$731,000	Result of Building Envelope Condition Assessment - 2009
Prospect Lake Elementary	\$670,000	Result of Building Envelope Condition Assessment - 2009
SCHOOL ENHANCEMENT PROGRAM (SEP)		
Stellys Secondary	\$548,000	Replace Dust Collector and Dust Collector Piping
North Saanich Middle School	\$346,000	Replace Dust Collector and Dust Collector Piping
Parkland Secondary School	\$525,000	Replace Dust Collector and Dust Collector Piping
Lochside Elementary	\$314,502	Replace Roof #6
Lochside Elementary	\$658,260	Replace Roof #8
Keating Elementary	\$252,333	Replace roof #7
Keating Elementary	\$87,768	Replace roof #1
Keating Elementary	\$197,478	Replace roof #2
Keating Elementary	\$17,066	Replace roof #9
School Board Office- Facilities Building	\$263,304	Replace Roof #1
School Board Office- Facilities Building	\$27,732	Replace Roof #2
Bayside Middle School	\$396,500	Boiler Replacement
PLAYGROUND EQUIPMENT PROGRAM (PEP)		
Keating Elementary	Funds determined by Ministry	Universally Accessible Playground Equipment. Playground was removed to accomodate expansion project and could not be salvaged.

Addition Projects

Last year's submission included an addition to Parkland School to house the Marine Program. This submission was not approved by the Ministry so this is a follow up request.

SMP Projects

Last year's submission included the Children's Development Centre. We are currently awaiting final Ministry approval.

Revised building codes have identified Sidney and Brentwood Elementary as H1 risk which resulted in their submissions. Note that Sidney was submitted last year as a replacement based on the condition of the facility. The H1 rating will drive the rationale for approval.

BEP projects

Bayside is being submitted again for a major building envelope project to repair the sustained damage from the lengthy roof leak. Note that we have conducted thorough air quality tests at the school and there are no concerns regarding air quality. Brentwood and Prospect Lake have been added after absence from the list last year. This is under instruction from the Ministry as they continue to fund related projects across the province based on studies completed in 2009 related to the leaky condo issues in British Columbia.

SEP Projects

Dust collectors at Stelly's, North Saanich and Parkland Schools are remaining on the list as outstanding health and safety projects.

Roofing continues to be a focus in replacement schedules, thus the requests for Lochside, Keating and the School Board Office. All these roofs are beyond life expectancy and require replacement. These roofs are being submitted in conjunction with other roofs being completed in AFG in an effort to get schedules on track.

The Boiler Plant at Bayside is an older system that is not efficient compared to today's standard and the boilers are reaching end of expected life. They are the highest priority boiler replacements in the district.

PEP projects

A new playground at Sidney Elementary was funded in our last submission. Keating is the next priority as we will be reclaiming land from portable removals and will be utilizing the space as play area in the future. Keating lost play area with the seismic upgrade and expansion currently underway with completion coming in September 2019.

Recommendation:

That the Board approve the list of projects to be included on the Capital Plan Submission (listed above) for the 2020/21 school year.

Submitted with Respect,



Rob Lumb
Director of Facilities

RL/klg

Attachments.

Ministry of Education Capital Plan 2020/21 Request Summary

School District Number	63
School District Name	Saanich
Long Range Facility Plan Last Updated:	June-01-17

SD # All

Program	Total or Estimated Project Cost
Addition	\$1,930,980
Seismic	\$17,808,274
BEP	\$8,310,999
SEP	\$3,633,943
Grand Total	\$31,684,196

**PEP and BUS not included*

Program Name	Project Priority	Facility or Project Name	Project Description	Total/Estimated Project Cost
Addition	1	Parkland Secondary	Addition of new shop for existing Marine Program	\$1,930,980.00
Seismic	1	Child Development Centre	Seismic upgrade or facility replacement-older block	\$0.00
Seismic	2	Sidney Elementary	Seismic upgrade	\$12,121,000.00
Seismic	3	Brentwood Elementary	Seismic upgrade	\$5,687,274.00
BEP	1	Bayside Middle School	Building Envelop Upgrade required. Long term roof leaks exacerbated the envelop problems PFRS is included with spreadsheet submission	\$6,909,999.00
BEP	2	Brentwood Elementary	Building Envelop Upgrade required.	\$731,000.00
BEP	3	Prospect Lake Elementary	Building Envelop Upgrade required.	\$670,000.00
SEP	1	Stellys Secondary	Replace Dust Collector and Dust Collector Piping	\$548,000.00
SEP	2	North Saanich Middle School	Replace Dust Collector and Dust Collector Piping	\$346,000.00
SEP	3	Parkland Secondary School	Replace Dust Collector and Dust Collector Piping	\$525,000.00

Ministry of Education Capital Plan 2020/21 Request Summary

Program Name	Project Priority	Facility or Project Name	Project Description	Total/Estimated Project Cost
SEP	4	Lochside Elementary	Replace Roof #6	\$314,502.00
SEP	5	Lochside Elementary	Replace Roof #8	\$658,260.00
SEP	6	Keating Elementary	Replace roof #7	\$252,333.00
SEP	7	Keating Elementary	Replace roof #1	\$87,768.00
SEP	8	Keating Elementary	Replace roof #2	\$197,478.00
SEP	9	Keating Elementary	Replace roof #9	\$17,066.00
SEP	10	School Board Office- Facilities Building	Replace roof #1	\$263,304.00
SEP	11	School Board Office- Facilities Building	Replace roof #2	\$27,731.72
SEP	12	Bayside Middle School	Boiler Replacement	\$396,500.00
PEP	1	Keating Elementary	Universally Accessible Playground Equipment	
Total				\$31,684,195.72

To: Finance, Facilities and Technology Committee

Prepared By: Jason Reid
Secretary Treasurer

Subject: School Capacity Planning

Date: June 3, 2019

Purpose and Background

The purpose of this briefing note is to inform the committee and Board of the results of our school capacity planning work for the 2019/20 school year, and to report on the implications of September 2019 registrations in south zone elementary schools which are greater than anticipated.

Each fall our preliminary enrolment forecasts are prepared by Baragar Demographics. These forecasts are then reviewed by the district and adjustments are made reflecting local knowledge to refine forecasting assumptions. These enrolment forecasts are used for both budget planning and facilities planning.

The restoration of lower class size limits in the fall of 2017 combined with enrolment growth has put pressure on the capacity of many schools. These capacity pressures are occurring primarily at the elementary level. Over the past two years, a number of measures have been implemented to increase the capacities of schools including the purchase of portables, internal renovations to repurpose existing space into classroom space, and the recent completion of a 4 classroom addition at Keating Elementary.

The district has also had to limit out-of-catchment enrolment and French immersion program enrolment in elementary schools where necessary to manage projected enrolment growth within school capacities. In certain schools, even with limiting out-of-catchment enrolment, there is a risk that we may not be able to accommodate in-catchment enrolment without either increasing capacity or by shifting enrolment to another school. To address this risk, the district has for the past two years conducted more in-depth planning work focusing on managing capacity, particularly for elementary schools.

The school district has been experiencing enrolment growth at elementary for the past 3 years and is projecting continued growth in the future moving into middle and secondary in the years to come (See Appendix 1). The primary driver of enrolment growth is in-migration of families into the district and not demographic growth that results from increased birth rates. As a number of factors such as housing prices and the economy influence in-migration, the resulting enrolment growth cannot be projected with the same level of confidence as demographic growth.

Facilities Planning for 2019/20 and Spring Registration Update

In January 2019, the district finalized its enrolment projections for the 2019/20 school year. These forecasts were reported to the Ministry of Education as required, and were used to inform both the budget consultation process and school capacity planning for 2019/20.

Capacity is managed primarily by limiting out-of-catchment enrolment where necessary and by identifying and implementing opportunities to increase capacity. Over the past year, capacity has been added at the following schools to accommodate enrolment projected for the fall of 2019:

- Sidney Elementary – internal renovation to add one classroom over the summer of 2018.
- Keating Elementary – 4 classroom addition recently completed in conjunction with the seismic upgrade currently nearing completion. This additional capacity will be available September 2019.
- KELSET Elementary – relocation of the childcare program offsite and renovation to create a new classroom available September 2019.

Projected enrolment (as of Jan 2019) in relation to capacity, and reflecting the capacity additions described above, is included in appendix 2 for reference. These January 2019 projections indicated capacity would likely be manageable over the next decade on existing sites by managing out-of-catchment enrolment in certain schools and by adding capacity (ex. portables) on certain school sites when needed. Without the addition of new capacity, these projections reflect an overall decline in available capacity over the next decade.

Based on actual registrations for the 2019/20 school year, we have now increased our projected enrolment for elementary and middle schools in relation to the January 2019 forecast, as presented below.

School	Functional Capacity	Sept 2018 Actual	Sept 19 Projection (January)	Sept 19 Projection (May)	Projection Increase / (Decrease)
Brentwood Elementary	360	315	325	325	-
Cordova Bay Elementary	270	281	282	291	9
Deep Cove Elementary	350	315	309	315	6
Keating Elementary	525	431	451	460	9
Kelset Elementary	400	396	398	398	-
Lochside Elementary	420	425	421	431	10
Prospect Lake Elementary	250	247	251	265	14
Sidney Elementary	360	338	346	346	-
Bayside Middle School	700	547	566	572	6
North Saanich Middle School	400	380	387	387	-
Royal Oak Middle School	600	639	622	635	13
Total	4,635	4,314	4,358	4,425	67

Projected enrolment growth at Deep Cove Elementary, Keating Elementary, and Bayside Middle School can be accommodated within present capacity. At Sept 2018, Royal Oak Middle School’s enrolment of 639 students included 179 students from outside the school district. Therefore, Royal Oak can be and is being managed at its current enrolment level by restricting out-of-district enrolment.

Registration in excess of expectation at Prospect Lake, Lochside, and Cordova Bay increases the likelihood that elementary capacity in the south zone will not be sufficient to meet future demand. The updated projections (reflecting spring registration) for each of these schools is discussed below. The long-term projections (as of January 2019) for these schools is included in appendix 3 for reference.

Prospect Lake Elementary

For the 2018/19 school year, 247 students were registered at Prospect Lake Elementary - 186 in-catchment students and 61 students from outside the catchment area (including 4 from the Lochside catchment and 26 from outside the district). Following the reduction to class sizes in the fall of 2017, the school was closed to out-of-catchment enrolment (except following siblings) to accommodate forecasted in-catchment enrolment growth. As shown in Appendix 3, our projections as of January 2019 indicated that the school could be managed within capacity as out-of-catchment students phased out of the school.

Kindergarten registration at Prospect Lake Elementary for Sept 2019 is well above expectation with 50 K students registered after accommodating out-of-catchment requests

for Prospect Lake catchment students to attend neighbouring schools (7 K students registered at Lochside and 2 K students registered at Brentwood Bay). For the past few years, accommodation of out-of-catchment requests by Prospect Lake catchment families at Lochside Elementary has been important for managing capacity. In comparison, in-catchment K registrations at Prospect Lake were 34 for Sept-18 and 35 for Sept-17. While this growth can be accommodated for 2019/20, the school cannot accommodate incoming K cohorts of 50 students beyond next year.

Expansion at Prospect Lake with additional portables is likely not feasible given existing limitations with parking and traffic flow.

Lochside Elementary

For the 2018/19 school year, 425 students were registered at Lochside Elementary - 268 in-catchment students and 157 students from outside the catchment area (including 40 from the Prospect Lake catchment, 47 from the Cordova Bay catchment and 61 from outside the district). Lochside is no longer accepting out-of-district registrations (except siblings), but continues to accommodate out-of-catchment requests from Prospect Lake and Cordova Bay reducing capacity pressures in those schools.

Registrations for 2019/20 are above forecast due to greater than projected in-catchment K registrations and in-migration at other grade levels.

Cordova Bay Elementary

For the 2018/19 school year, 281 students were registered at Cordova Bay Elementary - 226 in-catchment students and 55 students from outside the catchment area (including 10 from the Prospect Lake catchment, 8 from the Lochside catchment and 18 from outside the district). Cordova Bay is no longer accepting students from outside the district (except siblings).

Registrations for 2019/20 are above forecast with greater than projected enrolment at all grade cohorts.

Long Term Facilities Planning

With increased growth relative to projection in south zone elementary schools, there is an increased likelihood capacity will be insufficient to accommodate future growth. Shifting future growth to the central zone through a catchment boundary change alone is likely not an option as central zone schools are also forecasted to approach capacity over the next 5 years.

Staff will review both short term and long term options for increasing capacity to accommodate further growth in south zone elementary schools. At the same time, staff will also review options for addressing long term space pressures district wide in conjunction with the development of the next long range facilities plan.

Respectfully submitted,

A handwritten signature in blue ink, appearing to read "Jason Reid", is written over a white rectangular area.

Jason Reid
Secretary-Treasurer

Attachments: Appendix 1 – Actual and Projected Enrolment
Appendix 2 – Actual and Projected Enrolment in Relation to Capacities
Appendix 3 – Actual and Projected Enrolment – Prospect Lake, Lochside
and Cordova Bay

Appendix 1 - Actual and Projected Enrolment



Note: Enrolment projections as of January 2019

Appendix 2 - Actual and Projected Enrolment in Relation to Capacities

SEPTEMBER	Functional Capacity	Historical				Current	Projection									
		2014/15	2015/16	2016/17	2017/18	2018/19	2019/20	2020/21	2021/22	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28	2028/29
Regular Enrolment																
Brentwood Elementary	360	314	287	311	314	315	325	338	359	372	385	401	403	397	384	387
Cordova Bay Elementary	270	254	268	249	275	281	282	281	282	282	262	265	264	260	259	270
Deep Cove Elementary	350	325	320	316	321	315	309	305	305	304	307	315	318	318	320	321
Keating Elementary	525	406	408	405	411	431	451	460	476	491	503	499	502	504	504	504
KELSET Elementary	400	382	370	380	394	396	398	399	395	398	398	401	397	390	391	392
Lochside Elementary	420	373	390	394	422	425	421	430	418	413	404	399	396	391	399	405
Prospect Lake Elementary	250	154	187	207	230	247	251	254	248	251	232	225	220	223	226	227
Sidney Elementary	360	296	302	290	310	338	346	365	363	371	377	371	367	363	355	365
Total Elementary	2,935	2504	2532	2,552	2,677	2,748	2,783	2,832	2,846	2,882	2,868	2,876	2,867	2,846	2,858	2,881
Capacity Utilization		85%	86%	87%	91%	94%	95%	96%	97%	98%	98%	98%	98%	97%	97%	98%
Bayside Middle School	700	561	569	567	590	547	566	569	594	596	612	623	647	656	664	666
North Saanich Middle School	400	397	389	403	366	380	387	391	415	414	420	422	436	457	455	448
Royal Oak Middle School	600	590	600	634	632	639	622	618	630	614	625	615	628	619	631	629
Total Middle	1,700	1548	1558	1,604	1,588	1,566	1,575	1,578	1,639	1,624	1,657	1,660	1,713	1,732	1,750	1,743
Capacity Utilization		91%	92%	94%	93%	92%	93%	93%	96%	96%	97%	98%	101%	102%	103%	103%
Claremont Secondary	1,075	1013	1062	1,044	1,044	1,088	1,058	1,045	1,054	1,056	1,047	1,050	1,045	1,064	1,073	1,065
Parkland Secondary	750	494	482	439	440	414	425	451	420	448	445	449	465	457	466	471
Stellys Secondary	1,025	777	768	778	752	782	787	791	780	771	786	794	810	833	851	863
Total Secondary	2,850	2,284	2,312	2,260	2,235	2,284	2,271	2,287	2,254	2,275	2,278	2,293	2,320	2,354	2,390	2,420
Capacity Utilization		80%	81%	79%	78%	80%	80%	80%	79%	80%	80%	80%	81%	83%	84%	85%
Total Neighbourhood Schools	7,485	6,336	6,401	6,416	6,500	6,598	6,629	6,697	6,739	6,781	6,803	6,829	6,900	6,932	6,998	7,044
Capacity Utilization		85%	86%	86%	87%	88%	89%	89%	90%	91%	91%	91%	92%	93%	93%	94%

Note: Functional Capacity is determined by district staff reflecting current capacity utilization and differs from Ministry capacity figures which do not reflect recent changes to class sizes.

Note: Enrolment projections as of January 2019.

under 95% functional capacity

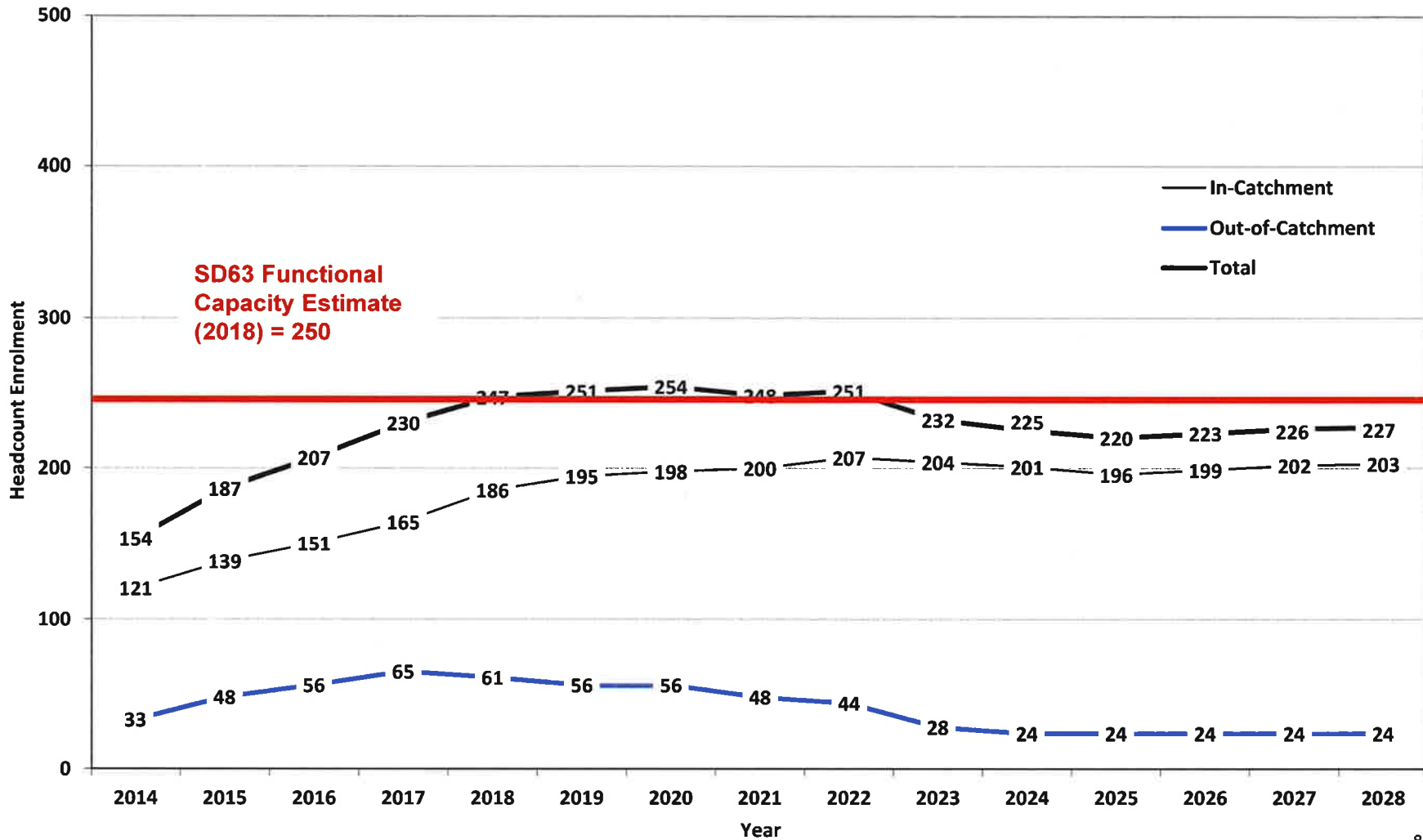
over 95% functional capacity

over 100% functional capacity

Capital Plan 2019-20

Claremont Area – Prospect Lake Elementary

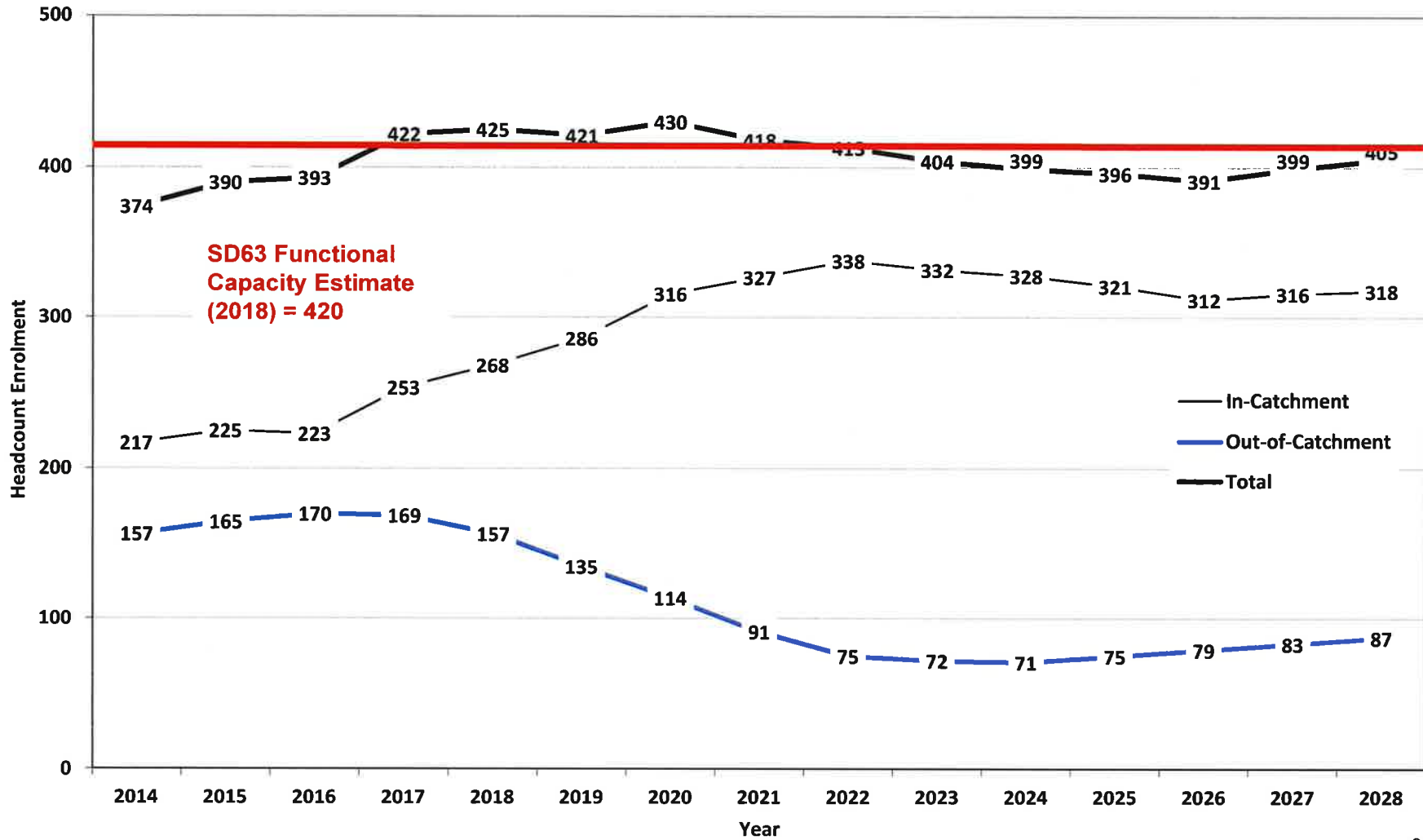
Prospect Lake Elementary School
 Historical and Projected Total Headcount Enrolment
 SD63 Saanich Capital Plan 2019-2020



Capital Plan 2019-20

Claremont Area – Lochside Elementary

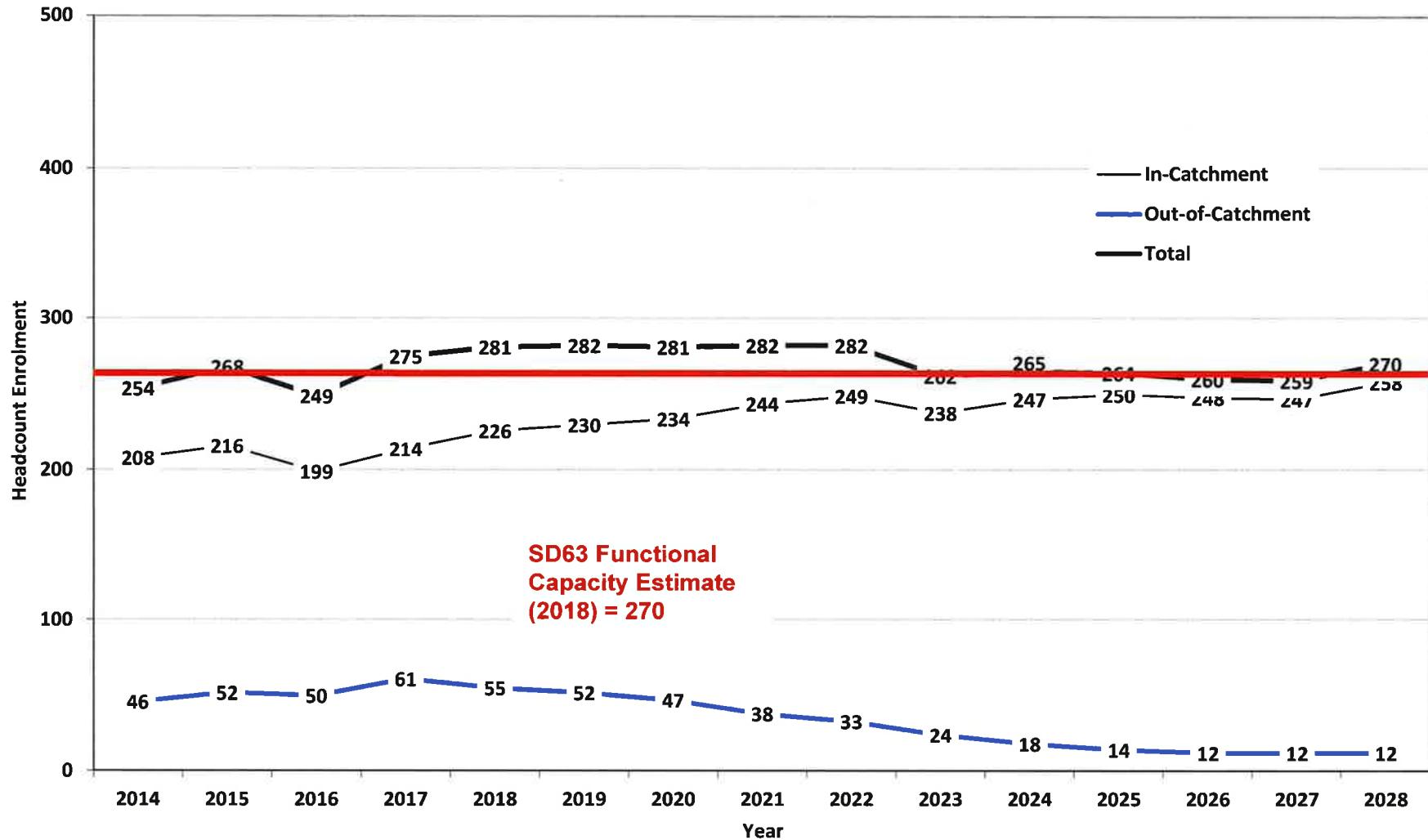
Lochside Elementary School
 Historical and Projected Total Headcount Enrolment
 SD63 Saanich Capital Plan 2019-2020



Capital Plan 2019-20

Claremont Area – Cordova Bay Elementary

Cordova Bay Elementary School
 Historical and Projected Total Headcount Enrolment
 SD63 Saanich Capital Plan 2019-2020



School District No. 63 (Saanich)
2018/19 Year-End Projection (Operating Fund w/CEF)

Actual and Forecasted Results

As at April 30 2019

	Prior Year Actual 2017	Prior Year Actual 2018	Amended Budget	Current Budget	Revenue/ Expenditures to Date	Projected Revenue and Expenditure	Variance From Budget	Notes
Revenue								
621 Consolidated Revenue Grants	(64,526,021)	(66,347,331)	(68,087,049)	(68,087,049)	(54,922,005)	(68,251,270)	164,221	Note 1
627 Indig. Northern Affairs Canada (INAC) Recovery	2,795,352	2,995,397	3,126,255	3,126,255	2,501,004	3,126,255	-	
629 Other Ministry Of Ed Grants <i>includes Pay Equity, Ad hoc MOE grants, Grad adult funding</i>	(1,236,130)	(1,383,324)	(826,431)	(859,431)	(651,224)	(1,054,299)	194,868	Note 1A
629 Classroom Enhancement Fund (CEF)	-	(6,109,760)	(7,356,502)	(7,356,502)	5,885,202	(7,356,502)	-	
630 Federal Grants <i>French Odyssey Grant</i>	(16,395)	(4,711)	-	-	-	-	-	
645 Instructional Cafeteria Revenue	(148,644)	(158,222)	(68,000)	(68,000)	(117,485)	(145,000)	77,000	
646 Local Education Agreements/Direct Funding Indig.	(2,795,352)	(2,995,397)	(3,126,255)	(3,126,255)	(2,501,004)	(3,126,255)	-	
647 International and Out of Province Students	(7,169,078)	(7,159,153)	(7,469,500)	(7,469,500)	(7,380,312)	(7,380,312)	(89,188)	Note 2
649 Misc. Fees & Revenues <i>includes ad hoc grants received, recovery revenue from shared services, funding from municipalities, BC hydro energy saving grants</i>	(690,170)	(814,156)	(457,744)	(635,652)	(685,599)	(635,652)	-	
650 Text Book Deposit Receipts	(17,010)	-	(20,000)	(20,000)	-	(20,000)	-	
651 Community Use Of Facilities	(32,635)	(40,954)	(35,000)	(35,000)	(17,558)	(35,000)	-	
659 Other Rentals & Leases	(309,041)	(303,662)	(380,000)	(380,000)	(312,420)	(358,900)	(21,100)	
660 Exchange (Gain) Loss	(15,993)	13,498	-	-	(1,832)	-	-	
661 Interest On Short Term Deposits	(204,516)	(276,828)	(195,000)	(195,000)	(362,094)	(325,000)	130,000	Note 3
662 Appropriated Surplus <i>(prior years carry forward amounts)</i>	-	-	(2,991,551)	(2,906,051)	-	(2,906,051)	-	
672 Student Fees/Certifications	(275,880)	(126,382)	(120,000)	(120,000)	(55,057)	(105,000)	(15,000)	
Total Revenue	(74,641,513)	(82,710,985)	(88,006,777)	(88,132,185)	(70,390,788)	(88,572,986)	440,801	
Expenses								
105 Salaries - P/VP	3,988,987	4,356,888	4,369,656	4,373,064	3,681,096	4,536,346	(163,282)	Note 4
111 Salaries - Teachers <i>(incl. POSR)</i>	30,005,607	33,711,432	35,265,034	35,413,322	28,145,747	35,393,912	19,410	
307 - Teacher remedy	-	589,788	1,114,846	1,114,846	353,245	1,114,846	-	Note 5
Teacher remedy unspent	-	202,369	-	-	-	-	-	
122 Salaries - Support Staff <i>(incl. In Service, WCB and First Aid)</i>	7,142,090	7,739,534	7,953,155	8,128,364	6,719,877	8,118,978	9,386	
123 Salaries - Other Professionals	2,234,295	2,343,981	2,536,493	2,660,094	2,167,485	2,751,299	(91,205)	Note 4
131 Salaries - Educational Assistants	4,438,859	4,528,521	4,932,493	4,870,941	3,744,931	4,692,125	178,816	Note 6
143 Support Staff Replacement Costs	666,367	607,276	491,192	415,925	393,150	480,450	(64,525)	Note 7
146 Teacher Replacement Costs	2,553,983	2,093,670	2,368,921	2,393,921	1,692,313	2,251,592	142,329	Note 8
	51,030,188	56,173,459	59,031,790	59,370,477	46,897,844	59,339,549	30,929	
200 Benefits	13,145,300	13,918,627	14,972,344	14,864,549	11,845,594	14,851,831	12,718	
	13,145,300	13,918,627	14,972,344	14,864,549	11,845,594	14,851,831	12,718	

	Prior Year Actual 2017	Prior Year Actual 2018	Amended Budget	Current Budget	Revenue/ Expenditures to Date	Projected Revenue and Expenditure	Variance From Budget	Notes
Services & Supplies								
Services	4,455,462	4,340,177	5,289,908	5,324,210	4,079,655	5,094,210	230,000	Note 9
Pro-D & Travel	587,465	624,639	866,868	887,976	552,713	887,976	-	
Rentals & Leases	96,163	97,874	108,000	108,000	119,122	133,000	(25,000)	
Dues & Fees	187,850	240,017	321,024	356,024	295,069	356,024	-	
Insurance	155,577	166,092	168,900	169,400	168,360	169,400	-	
Supplies	2,853,396	2,804,876	4,715,994	4,519,600	2,752,057	3,019,600	1,500,000	Note 10
Utilities	1,298,506	1,497,734	1,597,359	1,597,359	1,211,904	1,524,238	73,121	Note 11
	9,634,419	9,771,409	13,068,053	12,962,569	9,178,880	11,184,448	1,778,121	
Total Expenses	73,809,907	79,863,496	87,072,187	87,197,595	67,922,318	85,375,828	1,821,767	
Transfer from operating for purchase of capital assets	145,655	694,857	369,750	369,750	-	369,750	-	
Transfer from operating to support special purpose funds	18,308	50,849	159,840	159,840	-	159,840	-	
Transfer to local capital for asset replacement reserve	-	-	30,000	30,000	-	30,000	-	
(Surplus)/Deficit	(667,643)	(2,101,783)	(375,000)	(375,000)	(2,468,470)	(2,637,568)	2,262,568	
						Opening Unappropriated Surplus (Contingency Reserve)	(1,206,440)	
						Estimated School and District Carry Forwards	1,500,000	
						Accumulated Surplus Appropriated for Continuing Expenditures	1,168,458	
						Closing Unappropriated Surplus	(1,175,550)	

Amended Budget is the February Amended Annual Budget, approved by the Board on February 20, 2019.

May forecast	(1,236,323)
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Current Budget is the current working budget

Certain comparative figures have been restated to conform with current year's presentation

Variance comments:

Note 1 - Ministry funding to June 30th is \$164,221 above our amended budget. (This is partially offset costs to provide additional services.) February and May recounts plus a higher salary differential of \$108,995 resulted in this positive variance.

1A Employer Health Tax Funding relief: \$177,761, increase in Graduated Adult Enrolment funding: \$8,162, and three additional small grants

Note 2 - Reduction is one tuition FTE, remainder homestay. Negative variance is recovered through homestay savings in Service & Supplies Expenditures.

Note 3 - Two interest rate increases. Current interest rate is 2.45% (C. Union pays Prime - 1.5%) Increases not anticipated in budget.

Note 4 - P/VP and Other Professionals salaries have a negative variance due to salary adjustments and coverage for leaves in excess of budget.

Note 5 - All remedy funding will be retained for this fiscal through an accrual to pay unspent portion next fiscal. As funding for remedy is targeted and cannot be used for any other purpose, the projected expenditure is equal to the funding.

Note 6 - Education Assistant (EA) salaries positive variance is due to shortage of available EAs. Projected use of EA budget has increased from the May forecast.

Prior Year Actual 2017	Prior Year Actual 2018	Amended Budget	Current Budget	Revenue/ Expenditures to Date	Projected Revenue and Expenditure	Variance From Budget Notes
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Note 7 - Support Staff Replacement Costs negative variance is due to:

- School funded additional support staff - replacements for regular staff (vacation or unpaid leave) - note the EA savings above is partially offset here.
- Custodial replacements are higher than anticipated, offset by less than anticipated regular staffing.

Note 8 Use of TTOC increased in April (and May), but was related to use for remedy and is reported in "teacher remedy" above. Non-remedy TTOC is showing a positive variance.

Note 9 The positive variance is from reduced homestay payments in the International Program and unused budget in the Cosmetology Program.

Note 10 - The assumption is that departments and schools will spend their services and supplies budgets as allocated with an anticipated carry forward of \$1,500,000

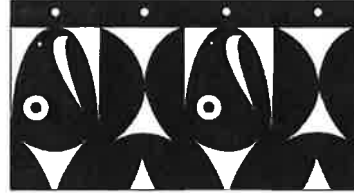
Note 11 - The BC Utilities Commission has approved a 9% temporary rate increase for natural gas in BC. Energy Manager Trevor Billy predicts that, based on our current consumption, we will incur \$20,000 in additional costs this fiscal year.

Next Generation Network estimated recoveries charged to us by the Province for internet came in \$93,121 under the suggested budget.

Wednesday, May 22, 2019

Victoria Martin
Chairperson
School District 63 (Saanich)

SAANICH TEACHERS' ASSOCIATION



Dear Victoria Martin

RE: Budget Advisory Committee Process

The Association's Executive Committee has discussed the Budget Advisory Committee process that was used to develop the budget for the 2019-2020 school year. As a result of the discussion, the Association wanted to address two concerns that it had with this year's Public Budget Meeting.

In the past, the Public Budget Meeting budget presentation would go into detail concerning the budget. This would include the various cost pressures the District is facing, spending additions, and program costs. This year, the budget presentation was vague on these items. Themes around the budget were discussed, but the budget itself was not, and no budget documentation was available to attendees. The Association believes that in order for the Public Budget Meeting to be as effective as possible, the public needs to be given a thorough and detailed explanation of the budget. The Association encourages the District to cover all aspects of the budget at future Public Budget Meetings.

Though the attendance of the Public Budget Meeting has typically been lower than what the Association would like to see, the Association has always appreciated that the attendees have given us a relatively authentic cross section of the partner groups. This would include some parents, teachers, CUPE, administrators, and members of the public. At times, depending on potential program cuts, we would see more attendees from one of these groups. The Association is with the understanding that principals had been directed by the Employer to attend this year's Public Budget Meeting. The result of this direction led to the vast majority of the attendees being principals, this then resulted in a less than authentic results in the feedback, as the feedback was from mostly administration instead of an authentic cross section of our partner groups. The Association notes that feedback from administration is important, but a part of the Budget Process is a Management Team working session that occurred the next day. The Association takes note that much of the feedback from both the Public Budget Meeting and the Management Team working session are the same as the attendees of both meetings. What we should be able to do with the feedback is to compare the feedback of the public and partner groups to the feedback of management. This year we are unable to do this. The Association would like to encourage the District to not direct staff to attend future Public Budget Meetings. This would allow for a smaller meeting, but a more authentic cross section of the partner groups.

The Association hopes that the board will be able to consider our concerns with this year's budget process

Sincerely,

A handwritten signature in black ink, appearing to read "Don Peterson".

Don Peterson
President, Saanich Teachers' Association
CC: Saanich Teachers' Association Representative Assembly

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