

Annual Budget

**School District No. 63 (Saanich)**

June 30, 2019

# School District No. 63 (Saanich)

June 30, 2019

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

## ANNUAL BUDGET BYLAW

A Bylaw of THE BOARD OF EDUCATION OF SCHOOL DISTRICT NO. 63 (SAANICH) (called the "Board") to adopt the Annual Budget of the Board for the fiscal year 2018/2019 pursuant to section 113 of the *School Act*, R.S.B.C., 1996, c. 412 as amended from time to time (called the "Act").

1. Board has complied with the provisions of the Act respecting the Annual Budget adopted by this bylaw.
2. This bylaw may be cited as School District No. 63 (Saanich) Annual Budget Bylaw for fiscal year 2018/2019.
3. The attached Statement 2 showing the estimated revenue and expense for the 2018/2019 fiscal year and the total budget bylaw amount of \$92,238,770 for the 2018/2019 fiscal year was prepared in accordance with the Act.
4. Statement 2, 4 and Schedules 2 to 4 are adopted as the Annual Budget of the Board for the fiscal year 2018/2019.

READ A FIRST TIME THE 16th DAY OF MAY, 2018;

READ A SECOND TIME THE 16th DAY OF MAY, 2018;

READ A THIRD TIME, PASSED AND ADOPTED THE 16th DAY OF MAY, 2018;

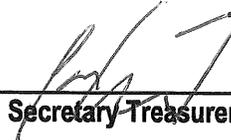


Chairperson of the Board



Secretary Treasurer

I HEREBY CERTIFY this to be a true original of School District No. 63 (Saanich) Annual Budget Bylaw 2018/2019, adopted by the Board the 16th DAY OF MAY, 2018.



Secretary Treasurer

# School District No. 63 (Saanich)

Annual Budget - Revenue and Expense

Year Ended June 30, 2019

	2019 Annual Budget	2018 Amended Annual Budget
<b>Ministry Operating Grant Funded FTE's</b>		
School-Age	7,309.125	7,318.500
Adult	72.625	75.750
<b>Total Ministry Operating Grant Funded FTE's</b>	<b>7,381.750</b>	<b>7,394.250</b>
<b>Revenues</b>	<b>\$</b>	<b>\$</b>
Provincial Grants		
Ministry of Education	70,324,134	71,875,392
Tuition	4,874,100	4,537,500
Other Revenue	9,830,618	9,828,348
Rentals and Leases	380,000	291,750
Investment Income	183,600	185,878
Amortization of Deferred Capital Revenue	4,370,869	4,285,166
<b>Total Revenue</b>	<b>89,963,321</b>	<b>91,004,034</b>
<b>Expenses</b>		
Instruction	73,025,366	75,291,958
District Administration	3,268,032	2,982,789
Operations and Maintenance	14,048,669	13,720,499
Transportation and Housing	1,526,953	1,523,010
<b>Total Expense</b>	<b>91,869,020</b>	<b>93,518,256</b>
<b>Net Revenue (Expense)</b>	<b>(1,905,699)</b>	<b>(2,514,222)</b>
<b>Budgeted Allocation (Retirement) of Surplus (Deficit)</b>	<b>808,631</b>	<b>1,685,378</b>
<b>Budgeted Surplus (Deficit), for the year</b>	<b>(1,097,068)</b>	<b>(828,844)</b>
<b>Budgeted Surplus (Deficit), for the year comprised of:</b>		
Operating Fund Surplus (Deficit)		89,170
Special Purpose Fund Surplus (Deficit)		
Capital Fund Surplus (Deficit)	(1,097,068)	(918,014)
<b>Budgeted Surplus (Deficit), for the year</b>	<b>(1,097,068)</b>	<b>(828,844)</b>

# School District No. 63 (Saanich)

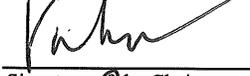
Statement 2

Annual Budget - Revenue and Expense

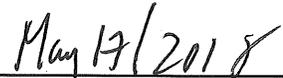
Year Ended June 30, 2019

	2019 Annual Budget	2018 Amended Annual Budget
<b>Budget Bylaw Amount</b>		
Operating - Total Expense	77,057,291	76,796,514
Operating - Tangible Capital Assets Purchased	369,750	343,343
Special Purpose Funds - Total Expense	8,944,042	10,964,975
Special Purpose Funds - Tangible Capital Assets Purchased		208,000
Capital Fund - Total Expense	5,867,687	5,756,767
Capital Fund - Tangible Capital Assets Purchased from Local Capital		243,036
<b>Total Budget Bylaw Amount</b>	<b>92,238,770</b>	<b>94,312,635</b>

Approved by the Board



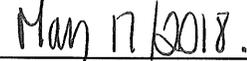
Signature of the Chairperson of the Board of Education



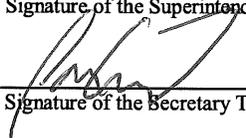
Date Signed



Signature of the Superintendent



Date Signed



Signature of the Secretary Treasurer



Date Signed

# School District No. 63 (Saanich)

Annual Budget - Changes in Net Financial Assets (Debt)  
 Year Ended June 30, 2019

	2019 Annual Budget	2018 Amended Annual Budget
	\$	\$
<b>Surplus (Deficit) for the year</b>	<b>(1,905,699)</b>	<b>(2,514,222)</b>
<b>Effect of change in Tangible Capital Assets</b>		
Acquisition of Tangible Capital Assets		
From Operating and Special Purpose Funds	(369,750)	(551,343)
From Local Capital		(243,036)
From Deferred Capital Revenue	(3,552,217)	(4,285,166)
<b>Total Acquisition of Tangible Capital Assets</b>	<b>(3,921,967)</b>	<b>(5,079,545)</b>
Amortization of Tangible Capital Assets	5,867,687	5,756,767
<b>Total Effect of change in Tangible Capital Assets</b>	<b>1,945,720</b>	<b>677,222</b>
	-	-
<b>(Increase) Decrease in Net Financial Assets (Debt)</b>	<b>40,021</b>	<b>(1,837,000)</b>

**School District No. 63 (Saanich)**  
 Annual Budget - Operating Revenue and Expense  
 Year Ended June 30, 2019

	2019 Annual Budget	2018 Amended Annual Budget
	\$	\$
<b>Revenues</b>		
Provincial Grants		
Ministry of Education	65,030,232	64,144,268
Tuition	4,874,100	4,537,500
Other Revenue	6,343,918	6,408,784
Rentals and Leases	380,000	291,750
Investment Income	180,000	180,000
<b>Total Revenue</b>	<u>76,808,250</u>	<u>75,562,302</u>
<b>Expenses</b>		
Instruction	64,439,651	64,741,414
District Administration	3,215,519	2,874,172
Operations and Maintenance	8,085,950	7,868,700
Transportation and Housing	1,316,171	1,312,228
<b>Total Expense</b>	<u>77,057,291</u>	<u>76,796,514</u>
<b>Net Revenue (Expense)</b>	<u>(249,041)</u>	<u>(1,234,212)</u>
<b>Budgeted Prior Year Surplus Appropriation</b>	<u>808,631</u>	<u>1,685,378</u>
<b>Net Transfers (to) from other funds</b>		
Tangible Capital Assets Purchased	(369,750)	(343,343)
Local Capital	(30,000)	
Other	(159,840)	(18,653)
<b>Total Net Transfers</b>	<u>(559,590)</u>	<u>(361,996)</u>
<b>Budgeted Surplus (Deficit), for the year</b>	<u>-</u>	<u>89,170</u>

# School District No. 63 (Saanich)

Annual Budget - Schedule of Operating Revenue by Source  
 Year Ended June 30, 2019

	2019 Annual Budget	2018 Amended Annual Budget
	\$	\$
<b>Provincial Grants - Ministry of Education</b>		
Operating Grant, Ministry of Education	67,363,408	66,133,501
DISC/LEA Recovery	(2,734,739)	(2,995,397)
Other Ministry of Education Grants		
Pay Equity	377,315	377,315
Funding for Graduated Adults	32,000	32,000
Transportation Supplement	280,000	280,000
Return of Administrative Savings		329,692
Carbon Tax Grant	44,347	44,347
FSA Marking	13,769	13,769
Operating Grant Enrolment Adjustment	(345,868)	(70,959)
<b>Total Provincial Grants - Ministry of Education</b>	<u>65,030,232</u>	<u>64,144,268</u>
<b>Tuition</b>		
International and Out of Province Students	4,874,100	4,537,500
<b>Total Tuition</b>	<u>4,874,100</u>	<u>4,537,500</u>
<b>Other Revenues</b>		
LEA/Direct Funding from First Nations	2,734,739	2,995,397
Miscellaneous		
Miscellaneous and School Generated	252,500	277,500
Cafeteria	68,000	68,000
Reading Recovery	75,954	91,362
Textbook Deposit and Distance Ed Fees	165,000	255,000
International and Out of Province Homestay Fees	3,012,725	2,686,525
Community Use	35,000	35,000
<b>Total Other Revenue</b>	<u>6,343,918</u>	<u>6,408,784</u>
<b>Rentals and Leases</b>	<u>380,000</u>	<u>291,750</u>
<b>Investment Income</b>	<u>180,000</u>	<u>180,000</u>
<b>Total Operating Revenue</b>	<u><u>76,808,250</u></u>	<u><u>75,562,302</u></u>

**School District No. 63 (Saanich)**

Annual Budget - Schedule of Operating Expense by Object  
Year Ended June 30, 2019

	2019 Annual Budget	2018 Amended Annual Budget
	\$	\$
<b>Salaries</b>		
Teachers	30,655,913	30,269,763
Principals and Vice Principals	4,235,600	4,331,844
Educational Assistants	4,274,420	4,646,468
Support Staff	7,757,096	7,673,001
Other Professionals	2,529,945	2,307,208
Substitutes	2,553,722	2,684,534
<b>Total Salaries</b>	<b>52,006,696</b>	<b>51,912,818</b>
<b>Employee Benefits</b>	<b>13,996,645</b>	<b>13,215,292</b>
<b>Total Salaries and Benefits</b>	<b>66,003,341</b>	<b>65,128,110</b>
<b>Services and Supplies</b>		
Services	4,700,915	4,735,617
Professional Development and Travel	754,515	759,515
Rentals and Leases	94,400	94,400
Dues and Fees	270,820	284,669
Insurance	197,821	194,132
Supplies	3,474,041	4,058,633
Utilities	1,561,438	1,541,438
<b>Total Services and Supplies</b>	<b>11,053,950</b>	<b>11,668,404</b>
<b>Total Operating Expense</b>	<b>77,057,291</b>	<b>76,796,514</b>

# School District No. 63 (Saanich)

Annual Budget - Operating Expense by Function, Program and Object  
Year Ended June 30, 2019

	Teachers Salaries	Principals and Vice Principals Salaries	Educational Assistants Salaries	Support Staff Salaries	Other Professionals Salaries	Substitutes Salaries	Total Salaries
	\$	\$	\$	\$	\$	\$	\$
<b>1 Instruction</b>							
1.02 Regular Instruction	24,005,274	462,515	175,133	509,410		2,107,291	27,259,623
1.03 Career Programs	252,077		88,972	57,527		1,200	399,776
1.07 Library Services	622,590			286,715		4,000	913,305
1.08 Counselling	795,864	44,030					839,894
1.10 Special Education	3,098,763	358,935	3,750,271	84,929	657,694	200,000	8,150,592
1.30 English Language Learning	440,630						440,630
1.31 Aboriginal Education	335,456	131,552	260,044	28,998		13,000	769,050
1.41 School Administration	3,009,317	3,009,317		1,520,327		26,000	4,555,644
1.62 International and Out of Province Students	1,027,697	229,251		360,053		7,000	1,624,001
<b>Total Function 1</b>	<b>30,578,351</b>	<b>4,235,600</b>	<b>4,274,420</b>	<b>2,847,959</b>	<b>657,694</b>	<b>2,358,491</b>	<b>44,952,515</b>
<b>4 District Administration</b>							
4.11 Educational Administration				35,603	637,243		672,846
4.40 School District Governance					83,777		83,777
4.41 Business Administration				477,162	614,958	23,506	1,115,626
<b>Total Function 4</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>512,765</b>	<b>1,335,978</b>	<b>23,506</b>	<b>1,872,249</b>
<b>5 Operations and Maintenance</b>							
5.41 Operations and Maintenance Administration	77,562			77,129	458,243		612,934
5.50 Maintenance Operations				3,273,777		86,725	3,360,502
5.52 Maintenance of Grounds				426,401			426,401
5.56 Utilities							-
<b>Total Function 5</b>	<b>77,562</b>	<b>-</b>	<b>-</b>	<b>3,777,307</b>	<b>458,243</b>	<b>86,725</b>	<b>4,399,837</b>
<b>7 Transportation and Housing</b>							
7.41 Transportation and Housing Administration				55,690	78,030		133,720
7.70 Student Transportation				563,375		85,000	648,375
<b>Total Function 7</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>619,065</b>	<b>78,030</b>	<b>85,000</b>	<b>782,095</b>
<b>9 Debt Services</b>							
<b>Total Function 9</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total Functions 1 - 9</b>	<b>30,655,913</b>	<b>4,235,600</b>	<b>4,274,420</b>	<b>7,757,096</b>	<b>2,529,945</b>	<b>2,553,722</b>	<b>52,006,696</b>

# School District No. 63 (Saanich)

Annual Budget - Operating Expense by Function, Program and Object  
Year Ended June 30, 2019

	Total Salaries	Employee Benefits	Total Salaries and Benefits	Services and Supplies	2019 Annual Budget	2018 Amended Annual Budget
	\$	\$	\$	\$	\$	\$
<b>1 Instruction</b>						
1.02 Regular Instruction	27,259,623	7,060,897	34,320,520	2,615,007	36,935,527	37,864,826
1.03 Career Programs	399,776	110,421	510,197	223,291	733,488	891,460
1.07 Library Services	913,305	249,684	1,162,989	53,125	1,216,114	1,217,453
1.08 Counselling	839,894	218,002	1,057,896	1,750	1,059,646	1,051,229
1.10 Special Education	8,150,592	2,293,261	10,443,853	413,165	10,857,018	10,669,434
1.30 English Language Learning	440,630	114,476	555,106	3,500	558,606	505,731
1.31 Aboriginal Education	769,050	185,162	954,212	83,181	1,037,393	967,849
1.41 School Administration	4,555,644	1,234,262	5,789,906	129,684	5,919,590	5,772,589
1.62 International and Out of Province Students	1,624,001	437,458	2,061,459	4,060,810	6,122,269	5,800,843
<b>Total Function 1</b>	<b>44,952,515</b>	<b>11,903,623</b>	<b>56,856,138</b>	<b>7,583,513</b>	<b>64,439,651</b>	<b>64,741,414</b>
<b>4 District Administration</b>						
4.11 Educational Administration	672,846	152,798	825,644	107,535	933,179	826,486
4.40 School District Governance	83,777	1,935	85,712	165,265	250,977	146,783
4.41 Business Administration	1,115,626	417,701	1,533,327	498,036	2,031,363	1,900,903
<b>Total Function 4</b>	<b>1,872,249</b>	<b>572,434</b>	<b>2,444,683</b>	<b>770,836</b>	<b>3,215,519</b>	<b>2,874,172</b>
<b>5 Operations and Maintenance</b>						
5.41 Operations and Maintenance Administration	612,934	141,687	754,621	296,132	1,050,753	947,401
5.50 Maintenance Operations	3,360,502	1,023,017	4,383,519	594,463	4,977,982	4,898,545
5.52 Maintenance of Grounds	426,401	130,777	557,178	129,906	687,084	672,623
5.56 Utilities	-	-	-	1,370,131	1,370,131	1,350,131
<b>Total Function 5</b>	<b>4,399,837</b>	<b>1,295,481</b>	<b>5,695,318</b>	<b>2,390,632</b>	<b>8,085,950</b>	<b>7,868,700</b>
<b>7 Transportation and Housing</b>						
7.41 Transportation and Housing Administration	133,720	33,747	167,467	8,000	175,467	171,223
7.70 Student Transportation	648,375	191,360	839,735	300,969	1,140,704	1,141,005
<b>Total Function 7</b>	<b>782,095</b>	<b>225,107</b>	<b>1,007,202</b>	<b>308,969</b>	<b>1,316,171</b>	<b>1,312,228</b>
<b>9 Debt Services</b>						
<b>Total Function 9</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total Functions 1 - 9</b>	<b>52,006,696</b>	<b>13,996,645</b>	<b>66,003,341</b>	<b>11,053,950</b>	<b>77,057,291</b>	<b>76,796,514</b>

# School District No. 63 (Saanich)

Annual Budget - Special Purpose Revenue and Expense  
Year Ended June 30, 2019

	2019 Annual Budget	2018 Amended Annual Budget
	\$	\$
<b>Revenues</b>		
Provincial Grants		
Ministry of Education	5,293,902	7,731,124
Other Revenue	3,486,700	3,419,564
Investment Income	3,600	3,634
<b>Total Revenue</b>	<b>8,784,202</b>	<b>11,154,322</b>
<b>Expenses</b>		
Instruction	8,585,715	10,550,544
District Administration	52,513	108,617
Operations and Maintenance	305,814	305,814
<b>Total Expense</b>	<b>8,944,042</b>	<b>10,964,975</b>
<b>Net Revenue (Expense)</b>	<b>(159,840)</b>	<b>189,347</b>
<b>Net Transfers (to) from other funds</b>		
Tangible Capital Assets Purchased		(208,000)
Other	159,840	18,653
<b>Total Net Transfers</b>	<b>159,840</b>	<b>(189,347)</b>
<b>Budgeted Surplus (Deficit), for the year</b>	<b>-</b>	<b>-</b>

**School District No. 63 (Saanich)**  
 Annual Budget - Changes in Special Purpose Funds  
 Year Ended June 30, 2019

	Annual Facility Grant	Learning Improvement Fund	Aboriginal Education Technology	Special Education Equipment	Scholarships and Bursaries	Special Education Technology	School Generated Funds	Related Entities	Strong Start
	\$	\$	\$	\$	\$	\$	\$	\$	\$
Deferred Revenue, beginning of year	-	-	-	17,714	-	-	1,437,705	-	-
<b>Add: Restricted Grants</b>									
Provincial Grants - Ministry of Education	305,814	261,083	-	-	-	-	-	-	96,000
Provincial Grants - Other	-	-	-	-	105,700	-	3,381,000	-	-
Other	-	-	-	-	3,600	-	-	-	-
Investment Income	-	-	-	-	109,300	-	3,381,000	-	96,000
<b>Less: Allocated to Revenue</b>									
Deferred Revenue, end of year	305,814	261,083	-	17,714	109,300	-	3,381,000	-	96,000
	-	-	-	-	-	-	1,437,705	-	-
<b>Revenues</b>									
Provincial Grants - Ministry of Education	305,814	261,083	-	-	-	-	-	-	96,000
Other Revenue	-	-	-	-	105,700	-	3,381,000	-	-
Investment Income	-	-	-	-	3,600	-	-	-	-
<b>Expenses</b>									
Salaries	305,814	261,083	-	-	109,300	-	3,381,000	-	96,000
Teachers	-	-	-	-	-	-	-	-	-
Principals and Vice Principals	-	-	-	-	-	-	-	-	-
Educational Assistants	-	211,450	-	-	-	-	-	-	46,663
Support Staff	-	-	-	-	-	-	-	-	-
Substitutes	-	-	-	-	-	-	-	-	-
Employee Benefits	-	211,450	-	-	-	-	-	-	46,663
Services and Supplies	305,814	48,633	-	-	-	-	-	-	14,312
	305,814	1,000	-	-	109,300	-	3,381,000	-	42,925
	-	261,083	-	-	109,300	-	3,381,000	-	103,900
<b>Net Revenue (Expense) before Interfund Transfers</b>	-	-	-	-	-	-	-	-	(7,900)
<b>Interfund Transfers</b>									
Other	-	-	-	-	-	-	-	-	7,900
	-	-	-	-	-	-	-	-	7,900
<b>Net Revenue (Expense)</b>	-	-	-	-	-	-	-	-	-

**School District No. 63 (Saamich)**  
 Annual Budget - Changes in Special Purpose Funds  
 Year Ended June 30, 2019

	Ready, Set, Learn	OLEP	CommunityLINK	Rural Education Enhancement Fund	Classroom Enhancement Fund - Overhead	Classroom Enhancement Fund - Staffing	TOTAL
	\$	\$	\$	\$	\$	\$	\$
<b>Deferred Revenue, beginning of year</b>	-	-	-	-	-	-	1,455,419
<b>Add: Restricted Grants</b>							
Provincial Grants - Ministry of Education	19,600	159,674	395,617	-	4,056,114	-	5,293,902
Provincial Grants - Other	-	-	-	-	-	-	-
Investment Income	-	-	-	-	-	-	3,486,700
							3,600
	19,600	159,674	395,617	-	4,056,114	-	8,784,202
<b>Less: Allocated to Revenue</b>							
<b>Deferred Revenue, end of year</b>	-	-	-	-	-	-	8,784,202
	-	-	-	-	-	-	1,455,419
<b>Revenues</b>							
Provincial Grants - Ministry of Education	19,600	159,674	395,617	-	4,056,114	-	5,293,902
Other Revenue	-	-	-	-	-	-	3,486,700
Investment Income	-	-	-	-	-	-	3,600
	19,600	159,674	395,617	-	4,056,114	-	8,784,202
<b>Expenses</b>							
Salaries							
Teachers	14,489	-	-	-	-	-	3,234,138
Principals and Vice Principals	-	-	52,513	-	3,219,649	-	52,513
Educational Assistants	76,337	-	27,000	-	-	-	361,450
Support Staff	20,000	-	315,472	-	-	-	315,472
Substitutes	-	110,826	394,985	-	-	-	20,000
Employee Benefits	22,141	-	-	-	-	-	3,219,649
Services and Supplies	19,600	26,707	34,134	-	836,465	-	1,039,989
	19,600	159,674	547,557	-	4,056,114	-	3,920,480
	-	-	(151,940)	-	-	-	8,944,042
	-	-	-	-	-	-	(159,840)
<b>Net Revenue (Expense) before Interfund Transfers</b>							
<b>Interfund Transfers</b>							
Other	-	-	151,940	-	-	-	159,840
	-	-	151,940	-	-	-	159,840
	-	-	-	-	-	-	-
<b>Net Revenue (Expense)</b>							
	-	-	-	-	-	-	-

# School District No. 63 (Saanich)

Annual Budget - Capital Revenue and Expense

Year Ended June 30, 2019

	2019 Annual Budget			2018 Amended Annual Budget
	Invested in Tangible Capital Assets	Local Capital	Fund Balance	
	\$	\$	\$	\$
<b>Revenues</b>				
Investment Income			-	2,244
Amortization of Deferred Capital Revenue	4,370,869		4,370,869	4,285,166
<b>Total Revenue</b>	<b>4,370,869</b>	<b>-</b>	<b>4,370,869</b>	<b>4,287,410</b>
<b>Expenses</b>				
Amortization of Tangible Capital Assets				
Operations and Maintenance	5,656,905		5,656,905	5,545,985
Transportation and Housing	210,782		210,782	210,782
<b>Total Expense</b>	<b>5,867,687</b>	<b>-</b>	<b>5,867,687</b>	<b>5,756,767</b>
<b>Net Revenue (Expense)</b>	<b>(1,496,818)</b>	<b>-</b>	<b>(1,496,818)</b>	<b>(1,469,357)</b>
<b>Net Transfers (to) from other funds</b>				
Tangible Capital Assets Purchased	369,750		369,750	551,343
Local Capital		30,000	30,000	
<b>Total Net Transfers</b>	<b>369,750</b>	<b>30,000</b>	<b>399,750</b>	<b>551,343</b>
<b>Other Adjustments to Fund Balances</b>				
<b>Total Other Adjustments to Fund Balances</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Budgeted Surplus (Deficit), for the year</b>	<b>(1,127,068)</b>	<b>30,000</b>	<b>(1,097,068)</b>	<b>(918,014)</b>