



**BOARD OF EDUCATION OF
SCHOOL DISTRICT NO. 46 (SUNSHINE COAST)**

OPERATIONS COMMITTEE

Held on Thursday, March 26, 2015 at 12:30 p.m.
At the School Board Office, Gibsons, B.C.

PRESENT: TRUSTEES: Dave Mewhort, Chair; Betty Baxter, Greg Russell
STAFF/OTHERS: Greg Kitchen, Assistant Superintendent; Nicholas Weswick, Secretary-Treasurer; Phil Luporini, District Principal of Careers and Technology; Rob Collison, Manager of Facilities and Transportation; Tara Sweet, Human Resources Manager; Diane Wagner, Recording Secretary; Marnie Baba

REGRETS: Lori Pratt, Trustee; Patrick Bocking, Superintendent

The meeting was called to order at 12:30 p.m.

1. Staffing Timelines

Tara Sweet, Human Resources Manager, spoke to the staffing following timelines:

- March 27th: information sent to schools.
- March 31st: deadline for teachers to apply for leave.
- April 7th: list of approved leaves to principals.
- April 9th: elementary schools staffing plans and budgets sent to Human Resources.
- April 10th: secondary school staffing plans and budgets to Human Resources.
- April 20th: CUPE Staff adjustments finalized – notices to CUPE staff.
- April 29th: teacher placement posting process started.

2. 2015/16 Carbon Neutral Capital Funding Program

Rob Collision, Manager of Transportation and Facilities, provided an update on the Carbon Neutral Program, indicating that it is unclear if the program will continue in the future. He clarified that because our school district is not carbon neutral, the district must purchase carbon offsets. The school district is able to withdraw funds contributed through carbon offsets within a five-year period. This amounts to approximately \$180,000 for our school district.

Secretary-Treasurer, Nicholas Weswick provided additional information on the district's contributions. He further reported that the school district did not receive funding from the CNCP program for the 2015/16 year, but will reapply in December should the program continue into the next funding year.

3. Budget - School Allocation Rates

Secretary-Treasurer Weswick presented information regarding the provincial revenue updates and how they will impact the district's overall budget. Information regarding school allocation rates will be distributed to schools on March 27th to allow them to plan for the next school year. A summary of changes was reviewed and is attached to these notes.

The committee reviewed the 2015/16 preliminary budget, based on estimates and anticipated enrolment, as compared to the 2014/15 amended budget (attached). Secretary-Treasurer Weswick highlighted the increase in per pupil funding (\$7,158 in 2015/16) and reported that the labour settlement funding has been incorporated into the per pupil amount. Despite this increase, the district expects to be in funding protection for the coming school year.

The school district must provide a savings plan for administrative savings of \$205,044. It is anticipated that savings will come from Maintenance (\$120,000), Administration (\$65,000) and Transportation (\$40,000).

Expenditures were discussed and it was noted that the school district plans to tender bus contracts for the next school year. Restricted surplus funds may be used to cover costs for curriculum implementation next year (\$120,000).

The committee discussed process and next steps. The board will review the 2015/2016 budget at its next Operations Committee meeting, prior to it being presented to the board at their May public meeting for approval.

Chair Dave Mewhort indicated that he would provide a brief overview of the 2015/16 budget at the DPAC meeting tonight.

The meeting adjourned at 1:28 p.m.

Next Meeting: April 23, 2015 from 12:30 to 2:00 pm at the School Board Office.

Operations Committee Notes – March 26, 2015

	2014/15 Amended Annual Budget				2015/16 Preliminary Annual Budget			
	Enrolment	FundingLevel	Total Funding	Net Change	Enrolment	FundingLevel	Total Funding	Net Change
School Age	2,819.7500	6,900	19,456,275	550,275	2,801.0000	7,158	20,049,558	593,283
Alternative	130.0000	6,900	897,000	(59,000)	120.0000	7,158	858,960	(38,040)
DL	77.5000	5,851	453,453	73,138	75.0000	6,030	452,250	(1,203)
Home School	2.0000	250	500	250	2.0000	250	500	-
Level 1 Spec Needs	4	36,600	146,400	-	4	37,700	150,800	4,400
Level 2 Spec Needs	229	18,300	4,190,700	164,700	225	18,850	4,241,250	50,550
Level 3 Spec Needs	179	9,200	1,646,800	82,800	170	9,500	1,615,000	(31,800)
English Language Le	119	1,340	159,460	18,760	125	1,380	172,500	13,040
Aboriginal Ed	513	1,160	595,080	3,480	515	1,195	615,425	20,345
Adult Education	13.1875	4,430	58,421	31,841	8	4,565	36,520	(21,901)
Salary Differential			98,129	(303,853)			96,952	(1,177)
Unique Features			5,326,571	-			5,358,251	31,680
Enrolment Decline	(82.25)	29.45	-	(231,836)	31.25	30.27	3,498	3,498
Transportation				-				-
Holdback			233,098	233,098				(233,098)
Summer Learning			6,400	5,400			6,592	192
Feb Recount			58,596	3			37,730	(20,866)
May Recount			27,834	-			22,655	(5,179)
Education Plan			60,853	-			60,545	(308)
Administrative Savings							(205,044)	
Funding Protection			116,262	(555,899)			112,354	(3,908)
Ministry Operating			33,541,841	4,156			33,686,296	154,465
Min-Pay Equity			510,381	-			510,381	-
Min-Misc.			38,819	-			3,696	(30,123)
Min-ITA							40,000	40,000
Carbon Tax Rebate							40,000	40,000
Offshore Tuition			130,000	-			119,000	(11,000)
SD#93-CSF			495,000	-			495,000	-
Miscellaneous Revenue			7,700	-			7,700	-
Rentals and Leases			60,000	-			60,000	-
Investment Income			80,000	-			110,000	30,000
Total Funding			34,853,731	4,156			35,077,073	223,342

Calculator:				
CUPE	Hours	2014/15	2015/16	Change
EA 1	25	\$36,907	\$36,035	(872.18)
EA 2	25	\$38,507	\$37,596	(911.20)
Library Asst	7	\$9,167	\$8,955	(212.26)
Elem Admin Asst 1	35	\$53,339	\$52,067	(1,272.47)

Teachers	2014/15	2015/16	Change
Average Teacher	\$73,500	\$72,225	(1,275.00)
Benefits	24.50%	27.50%	3.00%
Total Cost	\$91,508	\$92,087	579.37

	Kindergarten Funding	Grade 1-3 Funding	Grade 4-7 Funding	Grade 8-10 Funding	Grade 11 & 12 Funding	Level 1 Special Ed	Level 2 Special Ed	Level 3 Special Ed
Proposed Per Pupil Amounts	5896	4990	4386	4539	4931	39500	13750	8200
Prior Year Amounts	6010	5107	4494	4604	4994	39000	13500	8000
Net Change	-114	-117	-108	-65	-63	500	250	200
Percent Change	-1.9%	-2.3%	-2.4%	-1.4%	-1.3%	1.3%	1.9%	2.5%

**SCAS funding is based on the average per pupil amount - Currently \$4,725