



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

OPERATIONS COMMITTEE NOTES

Held on January 19th, 2017 from 12:30-2:00 pm
At the School Board Office, Gibsons, B.C.

PRESENT: TRUSTEES: Lori Pratt (Committee Chair), Betty Baxter, Dave Mewhort,
Greg Russell, Christine Younghusband

STAFF/OTHERS: Patrick Bocking, Superintendent; Paul Bishop, Director of
Instruction; Nicholas Weswick, Secretary-Treasurer; Rob Collison, Manager of
Facilities and Transportation; Phil Luporini, District Principal of Technology;
Carolyn Smith, CUPE Local 801; Marnie Baba, CUPE Local 801; Tracey Bond,
CUPE Local 801; Ruth Emmerson; Erica Reimer, Executive Assistant
(Recording Secretary)

GUEST: Frank Marasco, Special Projects Manager, Association of School
Transportation Services of British Columbia (ASTBC)

The meeting was called to order at 12:33 p.m.

1. Enrolment Projections

District Principal Luporini shared enrolment projections with the committee. The based on current enrolments, the district is projected to see a decrease of 30 students in the secondary population, while the elementary population is projected to remain constant with a slight increase in enrollment in the NEST program. Enrolment projections are provided by Baragar Systems and are based on short term and long term trends, housing stats, trends in population, as well as local knowledge based on conversations with the district.

2. Amended Budget

Secretary-Treasurer Weswick reviewed changes in revenue and spending in comparison to the preliminary budget prepared in the spring. He reported that overall enrolment increased compared to earlier projections which resulted in a higher level of general enrolment-based funding. Enrolment of students with special needs was, conversely, lower than expected, resulting in a lower level of funding in that area. Enrolment in the SCAS programs is lower than projected however there is some possibility that mid year enrolment count might provide additional funding. Overall, the district expects to see an operating deficit of \$31,261 that will be drawn from the prior year's unrestricted surplus, due primarily to shifts in enrolment.

Secretary-Treasurer Weswick noted that the staff recommendation is to use the additional transportation revenue in the current year to purchase activity buses and replace 15 passenger vans, where possible. The units would be purchased through a provincial purchasing program later this year.

The corrected presentation is attached to these notes for reference.

RECOMMENDATION:

“To approve the amended budget”

3. Preliminary Budget Discussions

Secretary-Treasurer Weswick spoke to his budget and transportation presentation, which he and Superintendent Bocking have been sharing with all school PACs. The committee discussed potential changes to transportation services, including reviewing walk to stop limits, adjusting bell schedules, potential seasonal adjustments to transportation schedules during the winter months, and the pros and cons of biking to school in rural areas.

4. Transportation Review Process

Frank Marasco shared information on an ongoing bus route optimization project to implement new student transportation management software and optimize bus routes to improve service levels. A copy of Mr. Marasco’s presentation is available with the meeting package at:

http://www.sd46.bc.ca/files/16-17_BoardMeetings/cmtes/20170119-Ops_Agenda.pdf

The meeting adjourned at 2:07 p.m.

NEXT MEETING: Thursday, February 16th from 12:30 to 2:00 pm at the School Board Office.



2016-2017 Amended Budget

Presented to Operations Committee
January 19th, 2017

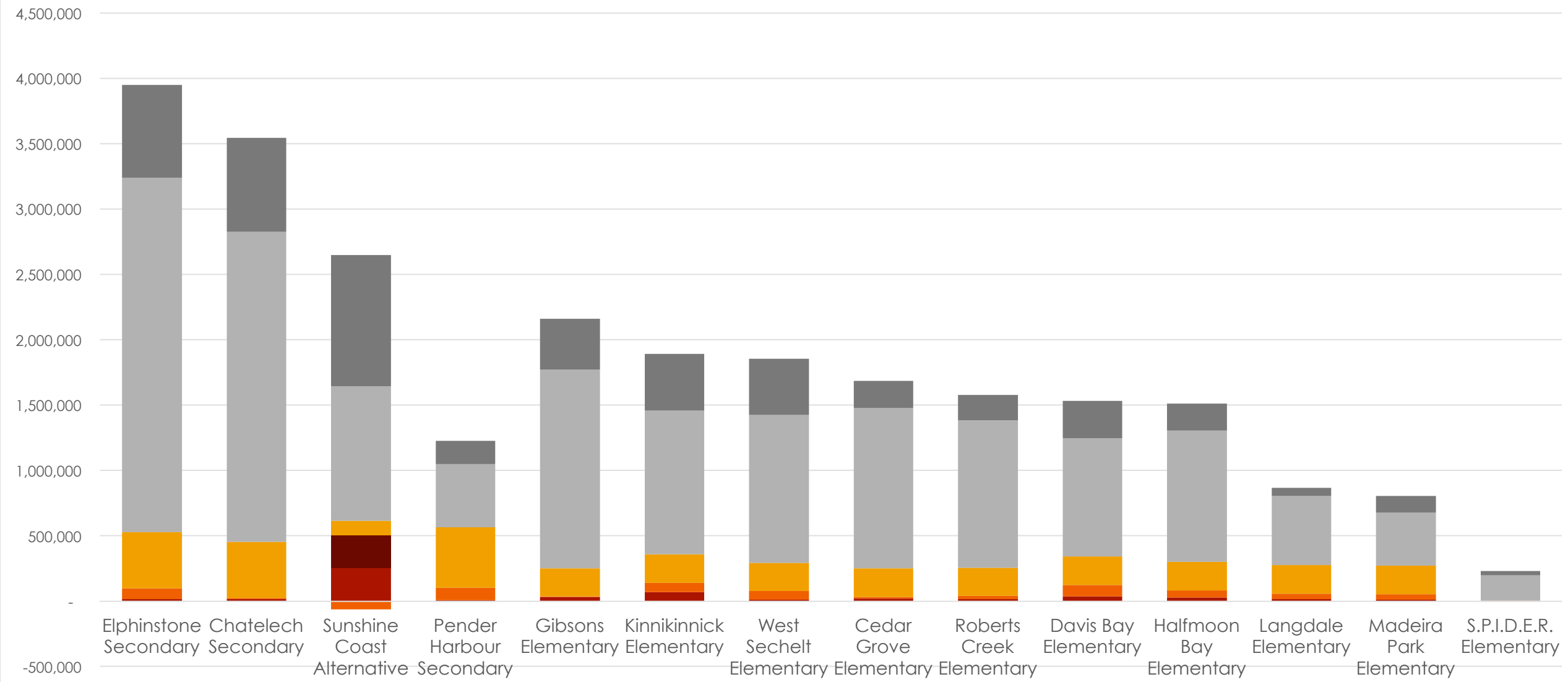
Revenue by Source

| | 2016/17 Budget | | | 2016/17 Amended Budget | | | Change |
|----------------------------------|-------------------|-----------|-------------------|---------------------------|-----------|-------------------|----------------|
| | Enrolment | Per Pupil | Funding | Enrolment | Per Pupil | Funding | |
| School Age | 2,915.0000 | 7,166 | 20,888,890 | 2,937.8750 | 7,218 | 21,205,582 | 316,692 |
| Alternative | 165.0000 | 7,166 | 1,182,390 | 142.2500 | 7,218 | 1,026,761 | (155,630) |
| DL | 75.0000 | 6,030 | 452,250 | 59.7500 | 6,030 | 360,293 | (91,958) |
| Home School | 5.0000 | 250 | 1,250 | 2.9040 | 250 | 726 | (524) |
| | | | | | | | - |
| Level 1 Spec Needs | 4 | 37,700 | 150,800 | 9 | 37,700 | 339,300 | 188,500 |
| Level 2 Spec Needs | 236 | 18,850 | 4,448,600 | 207 | 18,850 | 3,901,950 | (546,650) |
| Level 3 Spec Needs | 185 | 9,500 | 1,757,500 | 202 | 9,500 | 1,919,000 | 161,500 |
| English Language Learning | 110 | 1,380 | 151,800 | 120 | 1,380 | 165,600 | 13,800 |
| Aboriginal Ed | 561 | 1,195 | 670,395 | 578 | 1,195 | 690,710 | 20,315 |
| Adult Education | 10 | 4,565 | 45,650 | 1.375 | 4,565 | 6,277 | (39,373) |
| | | | | | | | - |
| Salary Differential | | | 193,582 | | | 181,659 | (11,923) |
| Unique Features | | | 5,347,354 | | | 5,347,354 | - |
| Enrolment Decline | (159.00) | 29.96 | - | (19.00) | 31.21 | - | - |
| Transportation | | | | | | | - |
| Additional/Holdback | | | | | | | - |
| Summer Learning | | | | | | | - |
| Feb Recount | | | 37,730 | | | 37,730 | - |
| May Recount | | | 46,775 | | | 46,775 | - |
| Education Plan | | | 62,418 | | | 62,418 | - |
| Administrative Savings | | | (182,072) | | | (182,072) | - |
| Funding Protection | | | - | | | - | - |
| Ministry Operating | | | 35,255,312 | | | 35,110,411 | -145250 |

Revenue by Source

| | 2016/17 Budget | | | 2016/17 Amended Budget | | |
|-------------------------------|-------------------|-------|------------|---------------------------|-------|------------|
| Min-Pay Equity | | | 510,381 | | | 510,381 |
| Min - Transportation | | | | | | 380,465 |
| Min-Misc. | | | 8,696 | | | 8,696 |
| Min-Grad Adult | 0.375 | 4,565 | 1,712 | 1 | 4,565 | 2,853 |
| Min-ITA | | | 35,000 | | | 35,000 |
| Min-Supplemental 16/17 | | | 166,566 | | | (166,566) |
| Carbon Tax Rebate | | | 25,000 | | | 25,000 |
| Offshore Tuition | | | 72,310 | | | 78,408 |
| SD#93-CSF | | | 543,000 | | | 536,000 |
| Miscellaneous Revenue | | | 146,700 | | | 175,976 |
| Rentals and Leases | | | 55,000 | | | 55,000 |
| Investment Income | | | 90,000 | | | 90,000 |
| Total Funding | | | 36,909,677 | | | 37,009,553 |
| | | | | | | 99,876 |

- Special Purpose Fund Allocation
- Base Funding Allocation
- District Programs
- Enrolment-based Funding
- Surplus (Deficit) from previous year
- Special Education Funding



School Funding by Source

| | Special Purpose Fund Allocation | District Programs | Surplus (Deficit) from previous year | Base Funding Allocation | Enrolment-based Funding | Special Education Funding | TOTAL |
|----------------------------|---------------------------------|-------------------|--------------------------------------|-------------------------|-------------------------|---------------------------|-------------------|
| Elphinstone Secondary | 15,000 | 0 | 84,361 | 428,000 | 2,712,492 | 709,850 | 3,949,703 |
| Chatelech Secondary | 15,000 | 0 | 9,959 | 428,000 | 2,373,177 | 718,400 | 3,544,536 |
| Sunshine Coast Alternative | 257,375 | 246,000 | -61,487 | 113,000 | 1,026,391 | 1,005,750 | 2,587,029 |
| Pender Harbour Secondary | 10,000 | 0 | 92,207 | 463,000 | 482,971 | 177,550 | 1,225,728 |
| Gibsons Elementary | 34,799 | 0 | 1,259 | 218,000 | 1,517,083 | 389,950 | 2,161,091 |
| Kinnikinnick Elementary | 72,399 | 0 | 69,602 | 218,000 | 1,097,683 | 436,100 | 1,893,784 |
| West Sechelt Elementary | 14,200 | 0 | 63,095 | 218,000 | 1,128,318 | 432,300 | 1,855,913 |
| Cedar Grove Elementary | 22,200 | 0 | 12,032 | 218,000 | 1,227,736 | 206,518 | 1,686,486 |
| Roberts Creek Elementary | 17,600 | 0 | 22,869 | 218,000 | 1,126,202 | 193,650 | 1,578,321 |
| Davis Bay Elementary | 39,600 | 0 | 86,010 | 218,000 | 906,454 | 281,400 | 1,531,464 |
| Halfmoon Bay Elementary | 28,200 | 0 | 54,752 | 218,000 | 1,005,305 | 205,750 | 1,512,007 |
| Langdale Elementary | 16,000 | 0 | 42,506 | 218,000 | 530,223 | 61,650 | 868,379 |
| Madeira Park Elementary | 14,000 | 0 | 41,605 | 218,000 | 405,334 | 128,750 | 807,689 |
| S.P.I.D.E.R. Elementary | 0 | 0 | 4,697 | 0 | 195,520 | 32,150 | 232,367 |
| TOTAL | 556,373 | 246,000 | 523,467 | 3,394,000 | 15,734,889 | 4,979,768 | 25,434,497 |

District Departments

| | 2016/17 Budget | | 2016/17 Amended Budget | |
|--------------------------------------|-------------------|-------------------|---------------------------|-------------------|
| | FTE | \$ | FTE | \$ |
| Business Administration Total | 10.20 | 1,335,032 | 10.20 | 1,339,328 |
| District Governance Total | 7.00 | 189,294 | 7.00 | 189,294 |
| Educational Admin Total | 14.81 | 1,676,934 | 14.81 | 1,681,829 |
| Careers & Ace-It (1.03) | - | 90,000 | - | 90,000 |
| Aboriginal Education Total | 12.06 | 1,012,885 | 12.06 | 1,015,319 |
| District Special Education | 16.67 | 1,376,486 | 17.37 | 1,382,970 |
| ELL Total | 1.00 | 151,800 | 1.00 | 165,600 |
| Technology Total | 5.00 | 863,469 | 5.00 | 864,094 |
| Facilities Total | 39.39 | 3,456,239 | 39.39 | 3,457,390 |
| Total Transportation | 0.63 | 1,076,720 | 0.63 | 1,436,720 |
| Utilities | - | 672,500 | - | 672,500 |
| Replacement costs including benefits | - | 850,000 | - | 850,000 |
| Total | 106.7537 | 12,751,360 | 107.457 | 13,145,043 |

Total District Budget

| | 2015/16 Preliminary | 2015/16 Amended Budget | 2016/17 Budget | 2016/17 Amended Budget |
|---------------------------------------|------------------------|---------------------------|-------------------|---------------------------|
| Total District Budget | | | | |
| Operating Revenue | 35,077,073 | 36,210,444 | 36,909,676 | 37,009,553 |
| Financial Provision | | | | |
| Transfer from Restricted - Curriculum | 150,000 | | | |
| Utilization of Restricted | 5,521 | 1,520,150 | 138,705 | 1,688,811 |
| Utilization of Unrestricted | | 939,098 | 375,210 | |
| Operating Expense | | | | |
| School Allocations | 22,751,245 | 23,431,561 | 24,623,401 | 24,412,527 |
| District Departments | 12,481,350 | 12,319,482 | 12,751,360 | 13,145,043 |
| Allowance for Special Ed Enrolment | | | 48,831 | |
| Allocations from Restricted | | 1,520,150 | | 1,172,053 |
| Allocations from Unrestricted | | 1,314,308 | | |
| Additional Allocations | | 84,192 | | |
| Net Operating Fund | (0) | (0) | (0) | (31,261) |
| Remaining Unrestricted Surplus | | 375,210 | | 538,098 |
| Available Funds | | 375,210 | (0) | 506,837 |