

Public Board of Education Meeting Agenda



February 20, 2024
6:30 p.m.
School District Office

1. Acknowledgement that the meeting is being held on the traditional and unceded territory of the Northern Secwepemc People

1.1. Call to Order

2. Approval of Agenda

THAT the agenda for the February 20, 2024, Public Meeting of the Board of Education be approved.

2.1. Adoption of Minutes

THAT the amended minutes of the December 19, 2023, Public Meeting of the Board of Education be approved as presented.

THAT the minutes of the January 23, 2024, Public Meeting of the Board of Education be approved as presented.

2.2. In-Camera Meeting Report

THAT the report of the January 23, 2024, In-Camera Meeting of the Board of Education approved as presented.

3. Presentation (s) – None

4. Delegation – None

5. Reports

5.1. Superintendent's Report

5.1.1 Strategic Planning (Cheryl)

5.2. Secretary-Treasurer Report

5.2.1 Amended Annual Budget and Snap-Shot

5.2.2 Save the Dates

BCSTA Provincial Council – February 23, 2024 (Virtual)

BCSTA AGM – April 18-21, 2024

“Learning, Growing, and Belonging Together”

5.3. Committee Reports

5.3.1 Finance & Facilities and Transportation Committee

THAT the Board of Education of School District No. 27 (Cariboo-Chilcotin) proceed with all three readings of the approval of an amendment to the 2023/2024 Minor Capital Plan to include an emergent project with unanimous consent on this 20th day of February 2024.

THAT School District No. 27 (Cariboo-Chilcotin) 2023/2024 Minor Capital Plan to include an emergent project be read the **first** time this 20th day of February 2024.

THAT School District No. 27 (Cariboo-Chilcotin) 2023/2024 Minor Capital Plan to include an emergent project be read the **second** time this 20th day of February 2024.

THAT School District No. 27 (Cariboo-Chilcotin) 2023/2024 Minor Capital Plan to include an emergent project be read the **third** time this 20th day of February 2024.

THAT the Board of Education School District No. 27 (Cariboo-Chilcotin) proceed with all three readings of the Amended Annual budget bylaw with unanimous consent on this 20th day of February 2024.

THAT School District No. 27 (Cariboo-Chilcotin) Amended Annual Budget Bylaw for the fiscal year 2023-2024 in the amount of **\$74,536,000** be read the **first** time this 20th day of February 2024.

THAT School District No. 27 (Cariboo-Chilcotin) Amended Annual Budget Bylaw for the fiscal year 2023-2024 in the amount of **\$74,536,000** be read the **second** time this 20th day of February 2024.

THAT School District No. 27 (Cariboo-Chilcotin) Amended Annual Budget Bylaw for the fiscal year 2023-2024 in the amount of **\$74,536,000** be read the **third** time this 20th day of February 2024.

5.3.2 Policy Committee

– The January committee was cancelled.

5.3.3 Education Committee

THAT the Board of Education approve the Board/Authority Authorized Courses, **Hockey 11**, and **Hockey 12** as elective offerings in School District 27.

THAT the Board of Education approves the Board/Authority Authorized Course, Emergency Medical Responder (**EMR**) **12** as an elective offering in School District 27.

5.4. Trustees

- Trustee Martens
- Trustee Forbes
- Trustee Patenaude

5.5. Liaison / Representation

6 Information (Reading File)

7 Adjournment

THAT the public meeting of the Board of Education be adjourned at p.m.

8 Public Comments

TO: Board of Education

FROM: Chris van der Mark

DATE: February 20, 2024

RE: Superintendent's Report

STRATEGIC PLANNING FOR LEARNER SUCCESS

We continue to roll out the review of our Strategic Plan through conversations with school-based administration, DPAC, and the FNEC table. Lots of rich feedback on how far we have come and yet how far we still have to go.

CALENDAR REVIEW AND FEEDBACK

With the feedback window closing as we reviewed the 2024-25 Calendar that was approved last spring, we have had limited response, but what response did come in was unanimously positive 😊 This is not an everyday/year occurrence. Thank you for taking the time to give it a second look.

HIGH PERFORMING SYSTEMS FOR TOMORROW

On January 26, Superintendent van der Mark joined colleagues, ministry staff, partner groups (FNESC, BCTF) and jurisdictions from the OECD to share successes and challenges in the context of education. It is fascinating to find similarities despite the differences and how we can learn from each other to improve outcomes for kids.

PARTNER LIAISON MEETINGS

On February 8-9, Chair Patenaude, Superintendent van der Mark, and Secretary-Treasurer Hooker were at the Ministry partner meetings with leadership from all 60 districts. It was an excellent opportunity to connect on key issues, including accessibility, the Framework for Enhancing Student Learning, the Tripartite Agreement and the recent announcement regarding cell phones. It's always good to touch base and re-focus.

“Learning, Growing, and Belonging Together”

LEARNING AND LEADERSHIP

On Thursday, February 15, educators, admin, and senior leaders from across the district (as well as visiting districts) gathered at Signal Point to learn with Dylan Wiliam as he returned to our District for the second time. Dylan is an author, researcher, and internationally renowned expert on assessment practices in education. He also provided 2 keynote sessions for educators on Friday, February 16 as part of the Pro-D day.



SECWPEMC LANGUAGE COURSE

SD27 sponsored staff interested in participating in a Secwepemc language course, offered through the Outdoor Learning Store. 37 staff from across the district, including members of the senior team and Trustee Martens participated in the sessions.

DPAC

On Monday, February 12, Superintendent van der Mark and Director Richardson met with DPAC. Discussions included the cell phone announcement and high school configuration as well as a review of the District Plan for Learner Success, led by Director Richardson.

WORKPLACE CONVERSATIONS

On Tuesday, February 20, SD admin, senior staff and union partners will be participating in facilitated training leading to productive conversations, especially potentially difficult ones. These are excellent skills for all, irrespective of role.

TO: Board of Education

FROM: Cheryl Lenardon, Deputy Superintendent

DATE: February 20, 2024

RE: District Plan for Learner Success Public Engagement Update

INFORMATION

Principals reviewed and gave feedback on the materials for their input sessions with staff, students, and parents/guardians. There were revisions made and schools are starting to hold their sessions to be completed by early March. The process will be conducted at FNEC, DPAC, and CCTA and IUOE meetings as well.

The priorities identified from the sessions and survey will inform budget decisions for the 2024/2025 school year.

Deputy Lenardon will share the online survey with the Board.

RECOMMENDATION

None. For information and discussion.

TO: Board of Education

FROM: Brenda Hooker, Secretary-Treasurer

DATE: February 20, 2024

RE: Secretary-Treasurer Report

OVERVIEW

So pleased to have the Amended Budget before the Board for consideration. Finance is now focusing on the to-do list, analysis, and oversight of current spending and the 24/25 Budget process. Facilities is planning our 24/25 AFG and minor capital projects.

COLUMNEETZA DAYCARE PROJECT UPDATE

The project is now at the lock-up stage which means we can apply for another 40% of the MCFD grant.

2024-2025 FINANCE - PROJECTIONS UPDATE

The Ministry of Education and Child Care (MOECC) will publish the 2024-2025 funding announcement on March 15th. Staff worked with the Ministry to correct data errors in our funding calculation that will increase our operating funding going forward.

The March announcement is based on the enrollment projections submitted to the Ministry on February 15th. Staff submitted student FTE projections that are level for 24/25 and declining for the subsequent two years.

The annual budget consultations will then begin in April and the projections will also be used in the District's multi-year plan for 24/25.

CAPITAL PROJECTS

Work is also continuing on the fire alarm, network and security upgrade projects.

As well, the District Request For Proposals (RFP) for the four building envelope projects has closed. Staff is reviewing the bids and will be selecting the successful proponent by the end of February.

Recent conversations with the Ministry Capital Branch have given an indication of the 24/25 minor capital projects so planning is underway to ensure projects can move forward over the summer if the funding is confirmed.

“Learning, Growing, and Belonging Together”

TO: Board of Education

FROM: Brenda Hooker, Secretary-Treasurer

DATE: February 20, 2024

RE: Amended Budget

BACKGROUND

Since the Ministry updated the funding announcement on Dec 20, 2023, Finance has been working on an amended budget. The amended budget is projecting a surplus, as despite decreased enrolment, operating expenses have been reduced and income is higher due to interest rates.

DISCUSSION

Significant items to note in the amended budget are:

1. The labour market settlement as part of the public sector bargaining. The funding for 23/24 is **\$1,010,425**.
2. Enrollment is down from 4744.125 to 4613.375.
3. With enrollment down, salaries and benefits are also down.
4. The mild winter and falling fuel prices have reduced costs in services and supplies.

We are projecting an operating surplus of **\$3,374,480**.

The total budget allocation for the amended totals **\$74,536,000**.

Given that the draft amended budget was not ready for the January board meeting, the Board of Education will need a motion with **unanimous** consent to approve all three readings at this February 20 Board Meeting.

At the January Board of Education meeting, we reviewed the initial quarterly Financial Projection report which provided information on financial projections to the end of June 2024 and reports on variances from the 2023/24 Annual Budget as approved by the Board on June 27, 2023.

It is important to note that the amended budget is updated based on the information known at the time it was created. The numbers will change based on the events that occur up to June 30, 2024.

The Financial Projection report is developed based on the following:

- Revenue anticipated (includes the February 2024 Interim Operating Grant confirmation) and actual expenses incurred to December 31, 2023.

“Learning, Growing, and Belonging Together”

- For consistency and ease of understanding, will follow the format of the Ministry of Education's Annual Budget forms.
- 10-month expenses (i.e., teacher salaries) are typically 4/10 or 40% (September to December) of anticipated expenses.
- 12-month expenses (i.e., business administration) are approximately 6/12 or 50% (July to December) of anticipated expenses.
- Some expenses occur on an annual basis such as equipment leases and software licenses. The technology budget for example may contain budget items expensed early in the budget cycle and is therefore not an indication of monthly spending.

Schedule 2:

- Outlines total projected Operating revenue and expenses.
- The district is projecting a surplus of \$3,374,480 as of June 30, 2024. This amount will fluctuate based on actual revenue received and expenses incurred over the next six (6) months.
- The surplus includes funding that may be internally restricted at the end of the year such as targeted Indigenous Education funding.

Schedule 2A:

- Lists all revenue sources.
- Total revenue has decreased from the Annual Budget by **\$225,561** and shows a total projected revenue of \$63,677,757.
- Based on the September 30 enrolment numbers and the December 2023 Interim Operating Grant summary, the Operating Grant decreased by **\$694,183** from the spring 2023 Estimated Operated Grant.
- With higher interest rates, we are seeing an increase in our investment revenue of \$250,000.

Schedule 2B:

- Lists all Operating expenses by object – employee salary group, benefits, supplies and services.
- Total operating expense is \$60,303,277 which is a decrease from the Annual Budget of **\$1,476,758**

Schedule 2C:

- Lists all Operating expenses by program (i.e., Instruction, District Administration, etc.) and object (salary, benefits, supplies)
- The Operating expenses on Schedule 2B and 2C total the same amount of \$60,303,277. They are just shown in a different format and expense categories which is part of the complexity of school district accounting.

2023/2024 AMENDED ANNUAL BUDGET BYLAW PROCESS

As the Board of Education is aware, the 2023/24 Amended Annual Budget Bylaw must be approved by the Board and submitted to the Ministry of Education by February 29, 2024.

RECOMMENDATION

THAT School District No. 27 (Cariboo-Chilcotin) Amended Annual Budget Bylaw for the fiscal year 2023-2024 in the amount of **\$74,536,000** be read a **first** time this 20th day of February 2024.

THAT School District No. 27 (Cariboo-Chilcotin) Amended Annual Budget Bylaw for the fiscal year 2023-2024 in the amount of **\$74,536,000** be read the **second** time this 20th day of February 2024.

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Snapshot 2023-2024

SCHOOL DISTRICT #27 Amended Annual Budget

Operating Revenue - \$ 63.68 million
Less: Operating Expenses - \$ 60.30 million
Net Revenue (Deficit) - \$ 3.37 million

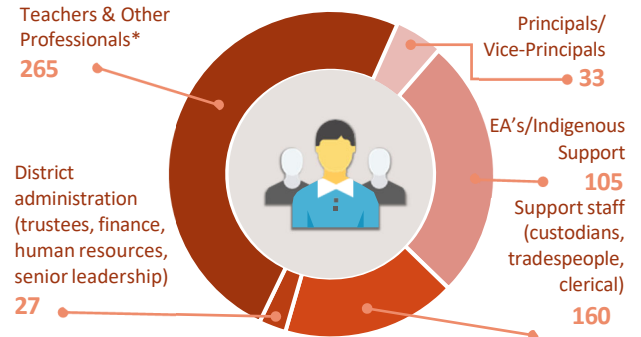
Where the money comes from

Revenues



Our staff team

590 FTE's



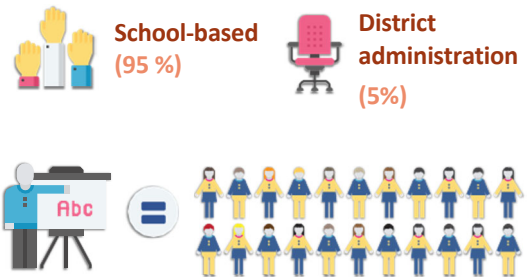
The total # of employees is 894 and includes P/T, TTOC's, casual & leaves.

Where the money goes

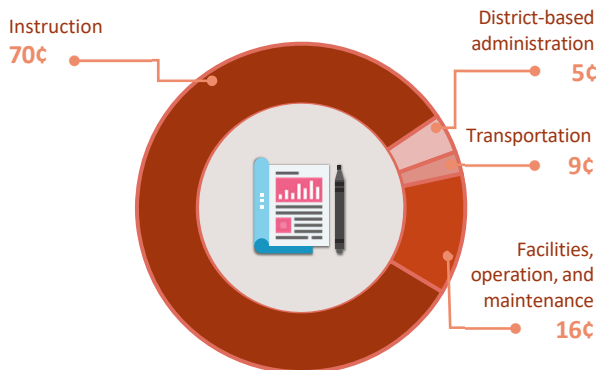
Expenditures



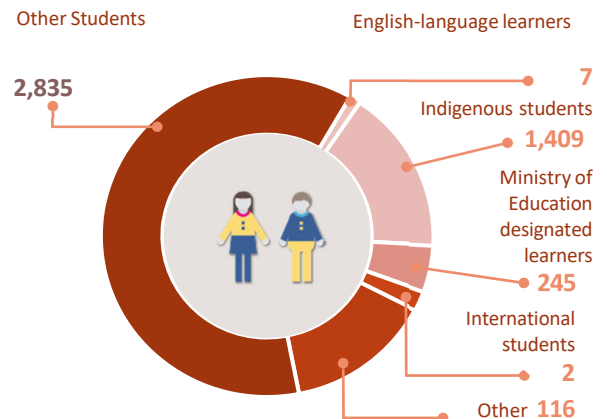
\$60.3 million of operating expenses



How each dollar is spent



FTE Students 4614



one student = **\$13,071** **total spent**

Enrolment is projected to have negative or low growth over next 10 years

Our schools

Core French & Immersion

Bonjour!

1735 FTE students
are enrolled in French programming



VIVE LE FRANCAIS!!

Inclusive learning



\$6.48 million budgeted
(2023-2024)



Fluid and flexible learning spaces in schools; including several unique programs

Regular program completion rates



85% approx.

High School graduation levels holding steady within our five-year range.

Post Secondary pathways



198 students

participated in pathways & partnerships programs in 2021-2022

Class size-composition



\$4.38 million

to restore collective agreement class size and composition language in 2022-2023 resulting in 24 additional teachers to enhance learning.



- 12** Elementary schools
- 7** Elementary/Junior Secondary Schools
- 1** Middle School
- 2** Secondary schools
- 2** Continuing/alternate education centers

School District #27 has 12 urban schools and 12 rural schools.

Upcoming planned capital investments



\$1,000,000

Security/PA Upgrades



\$1,200,000

School Roof Replacements



\$1,000,000

Daycare Upper Floor



\$3,280,000

Four Building Envelope retrofits

*The above improvements are suggested projects that will be considered in the **23/24 Amended Budget approval process.***

Engaging our community



Public Board of Education and committee meetings



Website visitors



Parent Advisory Councils

Ongoing community partnerships and consultation for budgets, LRF, strategic planning, boundary, transportation, and catchment consultations



Providing public education to students in:
3 larger municipalities and 6 outlying areas

(Williams Lake, 100 Mile House, 150 Mile House, Anahim Lake, Alexis Creek, Big Lake, Horsefly, Likely, Lac La Hache and Tatla Lake)

First Nation Communities

(Secwépemc, Tsilhqot'in & Dakelh First Nations)

Our Mission:

Ensuring all students have meaningful learning experiences, empowering them to succeed in an ever-changing

TO: Board of Education

FROM: Mary Forbes

DATE: February 20, 2024

RE: Trustees Report

The Northern Interior Branch AGM took place in Prince George, BC on February 2- 3 2024. The group of Trustees and Superintendents had local MLAs, including Lorne Doerkson and Coralee Oaks join this year's AGM.

MLA's provided a spirited panel with thoughts on emergent and historical issues in education in response to questions generated from across the Northern Interior Branch. Key focus areas were recruitment and retention, poverty, and tips for being more effective advocates.

Trustees also engaged a panel of senior staff to reflect on challenges and successes they are seeing in their context.

Finally, we worked on developing motions to bring to the BCSTA AGM in April that we believe are important to our region.

Thank you to SD57 for hosting.

DPAC Meeting:

DPAC met at six on February 12 and engaged in the conversation on the news strategic plan. With input provided by the Superintendent and school Trustee Forbes, they evaluated the current strategic plan for schools and the district and provided thoughtful feedback with an understanding that a sense of belonging improves results in literacy and numeracy.

Looking forward to the next meeting on April 17 in 100 Mile House.

TO: Board of Education

FROM: Ciel Patenaude

DATE: February 20, 2024

RE: Trustees Report

On February 9, 2024 I attended the partner liaison meetings in Vancouver with Board Chairs, Secretary-Treasurers and Superintendents from across the province. Key topics included:

- The Framework for Enhancing Student Learning: I have just received our feedback and we will be bringing this work to the committee in March.
- BC Tripartite Agreement and the Declaration Act Action Plan
 - SOC for First Nations (as discussed also at our FNEC table)
 - LEA's
 - IEC's- legislative change
 - Terms of reference being created (Ministerial Order)
- Artificial Intelligence
 - Rapidly changing landscape
- Emergency Management