



Secretary-Treasurer's Report
Miranda Burdock, CPA, CA
January 2019

Budget/Finance

Amended Budget 2018/19

The amended budget for 2018-19 has been completed and shared with the Board. The budget bylaw amount is \$20,313,760. As well, the budgeted prior year surplus appropriation went down from \$435,000 in the preliminary budget to \$257,198 in the amended budget.

Budget 2019/20 Consultation Process

Ken and I hosted the leadership team and trustees at the SBO on January 22nd. On February 5th, we hosted a public information and World Café with Ken and I broadcasting from the SBO and our trustees and principals hosting various stakeholders at each school site across the District. Ken discussed educational priorities for the District in the context of our mission statement, current statistics and our framework for enhancing student success. I discussed operational priorities, how the Ministry funds us through our core operating grant and potential budget options. Both events were well attended and invoked healthy conversations to support the preparation of our budget for next year.

Employer Health Tax

The Provincial budget announcement is scheduled for February 19th at which time we will know whether the Ministry is going to fund the cost of the EHT for school districts in British Columbia.

February Enrollment Count

The second enrollment count for this school year is scheduled for Thursday, February 14th. We do not get any additional funding for increased enrollment, however, we will get a half year of funding for any changes in our numbers for students with identified special needs. The school secretaries are working hard to ensure our data is accurate and can be uploaded in to the Ministry's verification software on time.

Enrollment Projections

All school districts are required to submit enrollment projections for the next 3 school years to the Ministry by February 15th. We use the data from our enrollment count as a basis for grades 1 to 12, taking in to consideration any known moves in or out of the District. For kindergarten projections, we have opened registrations for next year and use this information as well as consider birth rates and StrongStart registrations to predict enrollment at each site. Currently, we are projecting enrollment to be in line with the past 5 years.

External Meetings

I had a call with the Secretary-Treasurers from the BCASBO Zone 1 group this week. It was an opportunity to share information on budgeting, enrollment projection, and tendering processes - it was very informative and great to connect with colleagues.

I will be attending a meeting with all the Secretary-Treasurers in the Province on February 21st. The Ministry will be there to provide an update on the Funding Model Review. I'm looking forward to learning more about the progression of this initiative.

Maintenance & Transportation

Responding to a combination of cool temperatures and snowfall have kept the maintenance staff busy over the past 6 weeks. A reminder to all District staff and visitors to wear proper footwear and report any identified icy spots to the schools to ensure we are keeping everyone safe.

Dean Higashi and I are working on various tender packages for work expected to be completed in summer 2019. More to come on these exciting projects!

The WBES chlorination system is not yet completed. One component was not sized correctly and has to go back to the engineers. As well, we continue to search for a certified operator.