



# School District No. 51 (Boundary)

Regular Meeting of the Board of Education

June 8, 2021 at 6:00 p.m.

Via Zoom

## Agenda

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### Call to Order

### Opening Acknowledgement

"We would like to give recognition and honour to all the Indigenous peoples and ancestors, including the Interior Salish peoples, who lived here and cared for these lands."

### 10 Minute Comment Period

### Adoption of Agenda

### Adoption of Minutes

May 11, 2021 – Regular Board Meeting Minutes

### Report on In-Camera Meeting from May 11, 2021

The Board discussed personnel issues, properties/facilities, as well as business items.

### Correspondence

### Business Items

#### 1. Superintendent's Report

- May 2021 Report (Attachment)
- School Fees (Attachment)

**MOTION:** "That the Board approve the school fees as presented."

#### 2. Secretary-Treasurer's Report

- May 2021 Report
  - Expenditure Report (Attachment)
  - Local Capital Transfer (Attachment)
  - Annual Facilities Grant 2021/2022 (Attachment)
  - Out of Province Fees (Attachment)

**MOTION:** "That the annual fee for out of province students be set at \_\_\_\_\_ for the 2021/2022 school year."

#### 3. Presentations/Delegations

Laranna Androsoff – Talking Little Feet, Aboriginal HeadStart Program

#### 4. Evolution of Learning Highlights – Year in Review

#### 5. Board Meeting Dates (Attachment)

#### 6. 2021/2022 Budget (Attachment)

**MOTION:** "That the Board unanimously agrees to give the Annual Budget Bylaw 2021/2022 all three readings at this meeting of June 8, 2021."

MOTION: "A Bylaw of THE BOARD OF EDUCATION OF SCHOOL DISTRICT NO. 51 (Boundary) (called the "Board") to adopt the Annual Budget of the Board for the fiscal year 2021/2022 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. 51 (Boundary) Annual Budget Bylaw for fiscal year 2021/2022.
3. The attached Statement 2 showing the estimated revenue and expense for the 2021/2022 fiscal year and the total budget bylaw amount of \$22,287,283 for the 2021/2022 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 2021/2022.

MOTION: "That the Board of Education of School District No. 51 (Boundary) approve the Annual Budget Bylaw 2021/2022 as read, a first, second and third time, passed and adopted."

#### **7. Capital Plan Bylaw No. 2021/22 CP5D51-01 (Attachment)**

MOTION: "That the Board of Education unanimously agrees to give the Capital Project Bylaw No. 2021/22-CP5D51-01 all three readings at this meeting of June 8, 2021."

MOTION: "Whereas in accordance with section 142 of the *School Act*, the Board of Education of School District No. 51 (Boundary) (hereinafter called the "Board") has submitted a capital plan to the Minister of Education (hereinafter called the "Minister") and the Minister has approved the capital plan or has approved a capital plan with modifications,

Now therefore in accordance with section 143 of the *School Act*, the Board has prepared this Capital Bylaw and agrees to do the following:

- (a) Authorize the Secretary-Treasurer to execute a capital project funding agreement(s) related to the capital projects (s) contemplated by the capital plan or the capital plan with modifications;
- (b) Upon ministerial approval to proceed, commence the project(s) and proceed diligently and use its best efforts to complete each project substantially as directed by the Minister;
- (c) Observe and comply with any order, regulation, or policy of the Minister as may be applicable to the Board or the capital project(s); and,
- (d) Maintain proper books of account, and other information and documents with respect to the affairs of the capital project(s), as may be prescribed by the Minister.

NOW THEREFORE the Board enacts as follows:

1. The Capital Bylaw of the Board for the 2021/22 Capital Plan as approved by the Minister, to include the supported capital project(s) specified in the letter addressed to the Secretary-Treasurer and Superintendent dated May 11, 2021, is hereby adopted.
2. This Capital Bylaw may be cited as School District No.51 (Boundary) Capital Bylaw No. 2021/22-CPSD51-01."

**MOTION:** "That the Board of School District No. 51 (Boundary) approve the Capital Project Bylaw No. 2021/22-CPSD51-01 as read a first, second and third time, passed and adopted the 8<sup>h</sup> day of June 2021."

#### **8. Trustee Orientation Manual Review**

#### **9. Committee Reports**

- Finance Committee
- Operations Committee
- Policy Committee
- KBB AGM 2021 Committee

#### **10. Trustee Reports**

- |  |                      |
|--|----------------------|
| • Rec Commission                                   | * BCPSEA             |
| • BISM   | * OLRC               |
| • BCSTA Kootenay Boundary Branch                   | * Community Literacy |
| • PAC Highlights                                   | * GFSSAG             |
| • Student Trustees                                 |                      |
| • Boundary Indigenous Education Advisory Committee |                      |

#### **11. Around the Boundary May/June 2021**

#### **Trustee Activities and Upcoming Events**

Boundary Central Secondary Graduation – June 12, 2021 at 11:00 a.m.

Grand Forks Secondary Graduation – June 19, 2021 -- 4 p.m.

Walker Development Centre Graduation – June 19, 2021 – at 3 p.m.

#### **Future Agenda Items**

**Next Board Meeting:** To Be Determined

#### **Adjournment**

#### **QUESTION PERIOD**

The purpose of this portion of the Agenda is to provide the opportunity to members of the public, press, radio and staff to ask questions or request clarification on items placed on this evening's Regular Meeting Agenda.

Questions which do not arise from the Agenda may certainly be addressed. Points may be raised before or after the meeting days by approaching the Executive Officers or Chairperson. If such queries require formal address by the Board, they can be submitted, in writing, and considered for placement on the Agenda for subsequent meetings. Such inquiries are welcomed as many routine questions can be handled by the staff.

## School District No. 51 (Boundary)

Minutes of a Regular Meeting of the Board of Education of School District No. 51 (Boundary)  
held Tuesday, May 11, 2021 Via Zoom

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The Chairperson called the meeting to order at 6:04 p.m.

Present:	R. Zitko	Chair
	J. Massey	Vice Chair
	B. Bird	Trustee
	M. Danyluk	Trustee
	K. Jepsen	Trustee
	C. Strukoff	Trustee
	L. Van Marck	Trustee
	A. Lautard	Acting Superintendent
	M. Burdock	Secretary-Treasurer

Absent:	K. Minette	Superintendent
	E. Burroughs	Student Trustee
	M. Hanlon	Student Trustee
	A. Ketler	Student Trustee
	B. Thornton	Student Trustee

Acknowledgement of the Indigenous peoples and ancestors.

### **Presentations/Delegations**

Nil

### **Adoption of Agenda**

MOVED	Massey
2ND	Van Marck

[“That the Agenda for May 11, 2021 be adopted as amended with the addition of 2021 Exchange Program under #1. Superintendent’s Report.”](#)

CARRIED

### **Adoption of Minutes**

MOVED	Bird
2ND	Strukoff

[“That the April 13, 2021 Regular Board Meeting minutes be adopted as circulated.”](#)

CARRIED

### **Correspondence**

Nil

**Business Items**

**1. Superintendent's Report**

Acting Superintendent Lautard presented the Superintendent report for April 2021. She highlighted the rollout of COVID vaccinations to date and gave an update on the status of graduation events in the District.

**Exchange Program**

The Board discussed an exchange program request that had been put on hold due to COVID-19 restrictions. They agreed that this request should be approved assuming travel restrictions are lifted and with the stipulation that all safety measures be adhered to.

**2. Secretary-Treasurer's Report**

Secretary-Treasurer Burdock presented the Operations/Transportation report for April 2021 and presented the expenditure report to date. She also gave an update on the Grand Forks Secondary School science lab construction project.

**3. Presentation**

Joan Holmes, Elder in Residence, presented on events happening to date. She also reported that she has been able to visit the principals and most of the schools this year.

**4. Budget 2021/22**

Secretary-Treasurer Burdock presented the DRAFT Budget for the 2021-2022 school year. Further discussion will be had on May 26<sup>th</sup> for further budget allocations for the 21-22 school year.

**5. StrongStart**

Acting Superintendent Lautard presented a briefing note regarding StrongStart, including current challenges and upcoming changes.

**6. Communication Strategy**

Acting Superintendent Lautard gave an update and presented options available to the District. Discussion of this will be deferred to the May 26<sup>th</sup> budget meeting.

**7. BCSTA AGM Report**

Trustees shared highlights from the event.

**8. Committee Reports**

KBB AGM 2021 Committee – Trustees discussed the various options available to them, depending on the status of the current travel and gathering regulations.

**Policy Committee**

MOVED            Van Marck  
2ND                Massey

“That the Board approve and adopt Policy No. 4090 – Prevention of Violence in the Workplace, as presented.”

CARRIED

9. **Trustee Reports**

BCSTA Kootenay Boundary Branch – Trustee Strukoff reported on KBB upcoming events.

10. **Around the Boundary**

Presentation of events from Boundary Central Secondary during the 2020/21 school year.

Meeting adjourned at 7:39 p.m.

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Chairperson

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Secretary-Treasurer



**Month-End Report for April 2021**  
**Anna Lautard**  
**Acting Superintendent of Schools**

**Truth & Reconciliation**

It was an emotional week for many in our District, particularly those whose lives have been impacted by residential schools and continue to be impacted by systemic racism.

On May 27, the chief of the Tk'emlups te Secwepemc First Nation, Roseanne Casimir, announced that the remains of 215 children were found on the grounds of the former Kamloops Residential School.

In memory of these children, all flags in SD51 have been lowered to half-mast. Staff have been involved in a variety of activities not only to honour the children, but also honour and support the families and all those affected by this horrific discovery.

As Senator Murray Sinclair noted in his role as Chair of the Truth and Reconciliation Commission of Canada, "it is precisely because education was the primary tool of oppression of Aboriginal people, and miseducation of all Canadians, that we have concluded that education holds the key to reconciliation." If reconciliation is to occur, it must start with teaching (and learning) the truth in all classrooms, in all schools, and at all levels in the District.

I spoke with Elder in Residence, Joanie Holmes, on May 31. Her message is simple: a wish for the Calls to Action from the Truth and Reconciliation Commission to come alive in SD51. Truth and reconciliation are everyone's responsibility, and there is work to do at all levels in the District. As we begin our planning for next year, from school growth plans to strategic plans, truth and reconciliation need to be in the forefront. Individually and collectively, we have a moral imperative to teach the truth, so healing and reconciliation can begin.

I shared with staff some resources to help deepen our understanding and move forward the Calls to Action:

1. Review the [Calls to Action](#) of the Truth and Reconciliation Commission of Canada
2. Reflect on the [United Nations Declaration](#) on the Rights of Indigenous Peoples
3. Explore [Where are the Children?](#) website and listen to oral histories of residential school survivors.
4. Participate in [National Indigenous Peoples Day](#) events happening in your community
5. Learn more about [Indigenous Knowledge and Perspectives](#) in the BC K-12 Curriculum
6. Integrate [First Peoples Principles of Learning](#) into practice
7. Read [Challenging Racist British Columbia](#) – 150 Years and Counting
8. Attend the [Indigenous Speaker Series](#) hosted by the College of the Rockies

As we honour the children found in Kamloops, the children who are still missing and those children who survived, we must remember that symbolic gestures mean nothing unless action occurs.

### **COVID-19 Update**

Since the last board meeting, SD51 staff have been able to participate in a front-line workers vaccination clinic. The District communicated to staff on Friday, May 7<sup>th</sup> that they could register for such clinics, and the very next week staff began to receive their vaccinations. I think a collective sigh of relief from SD51 staff could be heard across the Boundary. I am happy to hear that second vaccinations are occurring, with community vaccination programs already booking appointments in the west part of the District. Also, the District received information from Interior Health about the vaccination program for children ages 12 and up, which was shared with families.

Even though Dr. Bonnie Henry and the BC Government have announced some easing of restrictions, the K-12 Education sector must still follow the Public Health Order that is in place. For this reason, graduation ceremonies have been modified to meet the health and safety measures; however, I know the staff at Grand Forks Secondary, Walker Development Centre and Boundary Central Secondary are working hard to ensure each ceremony is a celebration of our graduates.

The Ministry and Interior Health have communicated to the District that learning groups and modified timetables (that is, the quarter system) will not be required in September. Of course, these decisions are based on present projections, and we need everyone to keep following safety measures to keep case numbers down.

### **Framework for Enhanced Student Learning**

As you know, the Ministry of Education introduced The Framework for Enhanced Student Learning to improve student outcomes and ensure continuous improvement throughout the provincial public education system for all students. As part of this framework, the District has been engaged in strategic planning with the help of a variety of stakeholders, affectionately nicknamed the Dream Team, who have brought diverse voices to discussions on how to ensure all students reach their potential.

The trustees are putting final touches on the Vision, Mission and Strategic Directions. Once completed, the work begins to make the strategic directions into actionable goals. SD51 staff will be working on these goals, some from the context of school growth plans and some from the context of the Strategic Plan, to bring the vision to life.

At the September meeting, the Strategic Plan as well as the Student Learning Report will be presented to the Trustees and both must be approved before September 30<sup>th</sup>.

### **BCSSA Kootenay-Boundary Regional Spring Meeting**

SD 51 virtually hosted the annual Spring Meeting of the Kootenay-Boundary Branch of the BC Superintendent of Schools Association. Usually this event is held in-person, but due to COVID



restrictions, we had to meet by Zoom. BCSSA members from SD5 (Southeast Kootenay), SD6 (Rocky Mountain), SD8 (Kootenay Lake), SD10 (Arrow Lakes), SD20 (Kootenay Columbia) and SD51 attended. We had presentations by the Association's Chapter Director as well as by Claire Guy, executive director from the BCSSA, who shared that both the summer and the fall conferences would be virtual.

Items for discussion included strategic planning, enhanced student learning report, early years, outdoor education, inclusive education and concerns around the effects of the pandemic for the next school year.

## **Meetings**

- 3<sup>rd</sup> BCSSA Regional Kootenay Boundary Meeting  
Principal & Vice-Principal Interviews
- 4<sup>th</sup> Agenda Setting  
Strategic Planning with Trustees & Senior Management
- 5<sup>th</sup> Principal & Vice-Principal Interview
- 6<sup>th</sup> Neurosequential Model in Education  
Communications Plan Zoom Meeting  
Presentation with Enhancing Student Learning Reporting  
Principal & Vice-Principal Interviews
- 7<sup>th</sup> Principal & Vice-Principal Interview  
Compassionate Systems Leadership Community of Practice
- 10<sup>th</sup> Senior Management  
Elder-in-Residence Update
- 11<sup>th</sup> Agenda Setting  
Management Update  
SD51 Board Meetings
- 12<sup>th</sup> Changing Results for Young Children Conference  
Perley Transition Meeting  
Technology Update
- 13<sup>th</sup> OLRC Staff Meeting
- 18<sup>th</sup> Agenda Setting  
Management Meeting
- 19<sup>th</sup> Health & Wellness  
Interview  
Strategic Planning
- 20<sup>th</sup> BCSSA New Member Meeting  
Neurosequential Model in Education
- 26<sup>th</sup> Agenda Setting  
Capstone Presentations BCSS  
School Budget Proposals
- 27<sup>th</sup> BCSSA New Superintendent Meeting

31<sup>st</sup> Elder-in-Residence Update  
Principal Transition Meeting  
BCSSA Mentor Call

### **Learning 51**

- Truth and Reconciliation – Monique Gray Smith – Sept 25, 2020
- Numeracy Teaching and Learning – Grade 4 -7 - Carole Fullerton
  - October 28<sup>th</sup> & 29<sup>th</sup>
  - February 23<sup>rd</sup> & 24<sup>th</sup>
- Literacy Assessment and Intervention K-3 – Starting January 2021
- Computational Thinking: Transitioning/Scope and Sequence for K-8 w/ Shawn Lockhart and SD51 teachers
- Trauma Informed Practice
- Compassionate Systems
- Changing Results for Young Children



**BCSS**  
**School Fees**  
**2021 - 2022**

<b>Our school has fees</b>	<b>Y</b>	<b>*</b>	<b>N</b>	
	<b>Amount</b>			
<b>ELEMENTARY</b>				
• Bus Trips (in District)	\$			
• Bus Trips (out of District)	\$			
• School Agenda	\$			
• Ski Program	\$			
• Swim Program	\$			
• Other	\$			
<b>SECONDARY</b>				
Student Council Fee	\$			
Elective Course Fees:	For large, choice projects			
Other Optional Expenses:				
• Locks	\$			
• Grad Ceremony Fee	\$			
• Sports Team Uniform Deposit	\$			
• Yearbook	\$50.00 optional purchase			
• Band	\$			
• Sports Team Fees	\$75.00			
• Ski trip. Extracurricular	\$30.00 average cost			
Financial Hardship Information:	\$			
• No Child left behind for financial reasons.				
Comments:				
Signature:				



**John A. Hutton  
School Fees  
2021 - 2022**

<b>Our school has fees</b>	<b>Y</b>		<b>N</b>	
	<b>Amount</b>			
<b>ELEMENTARY</b>				
• Bus Trips (in District)	\$0-2.00			
• Bus Trips (out of District)	\$0-5.00			
• School Agenda	\$5.00			
• Ski Program	\$45-108.00			
• Swim Program	\$10.00			
<b>SECONDARY</b>				
Student Council Fee	\$			
Elective Course Fees:	\$			
Other Optional Expenses:				
• Locks	\$			
• Grad Ceremony Fee	\$			
• Sports Team Uniform Deposit	\$			
• Yearbook	\$			
• Band	\$			
• Sports Team Fees				
• Other	\$			
Financial Hardship Information:	\$			
•				
<b>Comments:</b> This year we did not charge for agendas but have in the past...so likely the same as in years past next year Skiing might change if Phoenix decides they need to up the price. Swimming is always an estimate depending on what PAC pays each year.				
<b>Signature:</b>				



*MES/GES*  
**School Fees**  
**2021-2022**

Our school has fees	Y	X	N	
	<b>Amount</b>			
<b>ELEMENTARY</b>				
• Bus Trips (in District)				\$
• Bus Trips (out of District)				\$
• School Agenda				\$10.00
• Ski Program				\$50.00/trip (K-3 once, 4-7 three times)
• Swim Program				\$
• Other				\$
<b>SECONDARY</b>				
Student Council Fee				\$
Elective Course Fees:				\$
Other Optional Expenses:				
• Locks				\$
• Grad Ceremony Fee				\$
• Sports Team Uniform Deposit				\$
• Yearbook				\$
• Band				\$
• Sports Team Fees				
• Other				\$
Financial Hardship Information:				\$
• Any students in need we support financially so that all students have an equal opportunity for all activities.				
Comments:				
Signature:				



*Perley Elementary*  
**School Fees**  
**2021 - 2022**

<b>Our school has fees</b>	<b>Y</b>		<b>N</b>	
	<b>Amount</b>			
<b>ELEMENTARY</b>				
• Bus Trips (in District)	\$1.00			
• Bus Trips (out of District)	\$2.00			
• School Agenda	\$5.00			
• Ski Program	\$45-108			
• Swim Program	\$8-15			
• Other	\$0			
<b>SECONDARY</b>				
Student Council Fee	\$			
Elective Course Fees:	\$			
Other Optional Expenses:				
• Locks	\$			
• Grad Ceremony Fee	\$			
• Sports Team Uniform Deposit	\$			
• Yearbook	\$			
• Band	\$			
• Sports Team Fees				
• Other	\$			
Financial Hardship Information:	\$			
•				
Comments:				
Signature:				



*West Boundary Elementary*  
**School Fees**  
**2021 - 2022**

<b>Our school has fees</b>	<b>Y</b>	<b>X</b>	<b>N</b>	
	<b>Amount</b>			
<b>ELEMENTARY</b>				
• Bus Trips (in District)				\$
• Bus Trips (out of District)				\$
• School Agenda				\$10
• Ski Program				\$47/day
• Swim Program				\$
• Other				\$
<b>SECONDARY</b>				
Student Council Fee				\$
Elective Course Fees:				\$
Other Optional Expenses:				
• Locks				\$
• Grad Ceremony Fee				\$
• Sports Team Uniform Deposit				\$
• Yearbook				\$
• Band				\$
• Sports Team Fees				
• Other				\$
Financial Hardship Information:				\$
•				
Comments:				
Signature:				




*Beaverdell Elementary*  
**School Fees**  
**2021 - 2022**

<b>Our school has fees</b>	<b>Y</b>	<b>X</b>	<b>N</b>	
	<b>Amount</b>			
<b>ELEMENTARY</b>				
• Bus Trips (in District)				\$
• Bus Trips (out of District)				\$
• School Agenda				\$10
• Ski Program				\$47/day
• Swim Program				\$
• Other				\$
<b>SECONDARY</b>				
Student Council Fee				\$
Elective Course Fees:				\$
Other Optional Expenses:				
• Locks				\$
• Grad Ceremony Fee				\$
• Sports Team Uniform Deposit				\$
• Yearbook				\$
• Band				\$
• Sports Team Fees				
• Other				\$
Financial Hardship Information: •				\$
Comments:				
Signature: <i>[Signature]</i>				





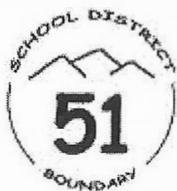
**Big White Community School**  
**School Fees**  
**2021 - 2022**

<b>Our school has fees</b>	<b>Y</b>	<b>X</b>	<b>N</b>	
	<b>Amount</b>			
<b>ELEMENTARY</b>				
• Bus Trips (in District)	\$			
• Bus Trips (out of District)	\$40			
• School Agenda	\$			
• Ski Program	\$			
• Swim Program	\$			
• Other	\$			
<b>SECONDARY</b>				
Student Council Fee	\$			
Elective Course Fees:	\$			
Other Optional Expenses:				
• Locks	\$			
• Grad Ceremony Fee	\$			
• Sports Team Uniform Deposit	\$			
• Yearbook	\$			
• Band	\$			
• Sports Team Fees				
• Other	\$			
Financial Hardship Information: •	\$			
Comments:				
Signature: 				



**Christina Lake Elementary School**  
**School Fees**  
**2021-22**


Our school has fees	Y	✓	N	
	Amount			
<b>ELEMENTARY</b>				
• Bus Trips (in District)				\$ n/c
• Bus Trips (out of District)				\$ n/c
• School Agenda				\$5
• Ski Program				\$80-150
• Swim Program				\$ n/c
• Field Trip (6/7 year end trip)				\$20-180
• Field Trip (primary, 4/5)				\$10-50
• Sports Team Uniform Deposit (6/7)				\$60
• Student Leadership Conference (6/7)				\$45
• Other pursuits (golf \$2, curling \$2)				\$10
• Band Instrument Rental (6/7)				\$12-50/mo
•				
<b>SECONDARY</b>				
Student Council Fee				\$
Elective Course Fees:				\$
Other Optional Expenses:				
• Locks				\$
• Grad Ceremony Fee				\$
• Sports Team Uniform Deposit				\$
• Yearbook				\$
• Band				\$
• Sports Team Fees				
• Other				\$
Financial Hardship Information:				\$
<ul style="list-style-type: none"> <li>All students are included regardless of ability to pay. Parent Advisory Council provides monetary assistance where necessary.</li> </ul>				
Comments:				
Signature:				
				Date: April 27, 2021



# Grand Forks Secondary

## School Fees

### 2021-2022

Our school has fees	Y		N	
<b>Athletic Fee Breakdown</b>	<b>Amount</b>			
● Sr Basketball / Sr Volleyball	\$200			
● Jr. Basketball / Jr Volleyball /Baseball / Sr Soccer	\$150			
● Gr 8 Baseketball / Gr 8 Volleyball / Jr Soccer / Rugby	\$100			
Sport team fees are based on a tier system which is designated by the level of team travel and tournament participation. These Team fees cover expenses such as: referee costs, tournament entry fees, tape/cold packs, coaches expenses, uniform replacements and sport specific equipment				
● <b>Bus Fee:</b> Athletes may be required to pay a per trip Transportation fee once the team has used up its board travel allocation. This fee will depend on the mode of transportation and will be calculated based on the number of athletes participating	TBD			
*At the discretion of the Athletic Director, partial refunds may be issued to parents when a season has been shortened or the number of competitions has been less than anticipated (this does not apply to students who quit partway through a season).				
<b>SECONDARY</b>	<b>Amount</b>			
Student Council Fee	\$20			
Elective Course Fees:	\$TBD			
Other Optional Expenses:				
● Locks	\$8			
● Grad Ceremony Fee	\$75			
● Yearbook	\$40/45			
● Band	\$Varies			
● Hockey Academy	\$NA			
● Lost Textbooks	\$30-50			
<b>Financial Hardship Information:</b> <b>GFSS has recommended the following fee structure with the understanding that no student will be prevented from participation due to financial hardship. A fund is created each year by the school to assist those students in need. Any request for support should be directed to either the school Principal or Athletic Director</b>				
Signature: 	Date: May 31/21			

Fund : 0 General Operating

OB	TITLE	MAY	YEAR TO DATE	ENCUMBERED	FULL YEAR BUDGET	AVAILABLE	PERC
10	Principal & Vice Principal Sal	97,220.16	1,135,016.64		1,224,114	89,097	7
11	Teacher Salaries	631,659.90	5,566,606.11		6,286,018	719,412	11
12	Non-Teachers Salaries	337,786.75	3,102,679.30		3,821,835	719,156	19
13	Management Salaries	47,577.36	551,959.36		601,902	49,943	8
14	Substitute Salaries	43,303.89	318,132.71		593,965	275,832	46
19	Trustees Indemnity	7,617.36	83,790.97		91,408	7,617	8
21	Statutory Benefits	113,533.82	844,894.71		944,389	99,494	11
22	Pension Plans	114,251.32	1,087,689.55		1,316,659	228,969	17
23	Medical And Life Benefits	58,970.00	583,361.11		731,919	148,558	20
31	Services	54,963.81	493,514.92		640,762	147,247	23
33	Student Transportation	1,891.49	37,053.43		81,790	44,737	55
34	Training & Travel	11,369.27	101,286.24		226,037	124,751	55
36	Rentals & Leases	2,887.50	30,827.50		33,528	2,701	8
37	Dues And Fees	88.70	72,326.03		93,057	20,731	22
39	Insurance		47,099.79		48,100	1,000	2
51	Supplies	61,408.89	648,427.40	9,130.47	923,775	266,217	29
52	Learning Resources	1,479.42	22,827.68		45,838	23,010	50
53	Library Books	2,381.82	11,434.67	81.85	59,960	48,443	81
54	Electricity	36,961.35	226,391.61		320,000	93,608	29
55	Heat	8,153.28	131,400.65		107,000	24,401-	23-
56	Water And Sewage	2,974.32	18,623.25		33,000	14,377	44
57	Garbage And Recycling	1,878.00	27,465.64		12,500	14,966-	120-
58	Furn. & Equipment Replacement	279.98	39,047.63	2,481.05	35,850	5,679-	16-
59	Computer Equipment Replacement		5,145.27		26,150	21,005	80
TOTAL FOR Fund - 0		1,638,638.39	15,187,002.17	11,693.37	18,299,556	3,100,860	17
GRAND TOTAL		1,638,638.39	15,187,002.17	11,693.37	18,299,556	3,100,860	17

OBJECT				Year-to-Date	Budget	Unspent	% Unspent	NOTES
11/12	Salaries:	Teachers/Non-teachers	10 month employees	8,669,285	10,107,853	1,438,568	14.23%	9 out of 10 months, expect 10% unspent
10/13/19		PVPs/Mgmt/Trustees	12 month employees	1,770,767	1,917,424	146,657	7.65%	11 out of 12 months, expect 8.33% unspent
14		Substitues	Sick, Sick Family, LT Sick,	318,133	593,965	275,832	46.44%	Majority of costs associated with 10 month employees expect 10% unspent. Fewer absences than expected (espeically compared to PY increase)
21	Benefits:	Staturtory benefits (EI, CPP)	Employer paid portion of CPP and EI ; as well as 1.95% Employer Health Tax (EHT)	844,895	944,389	99,494	10.54%	Majority of costs associated with 10 month employees (10% unspent); CPP/EI paid on calendar year - many employees max out by June (high costs Jan - June).
22/23		Pension/Medical and Life	Employer paid portion of pension contributions (TPP and MPP); as well as employer paid premiums for extended health benefits and dental	1,671,051	2,048,578	377,527	18.43%	Mix of 10 and 12 month employees, but majority are 10 month (10% unspent)
31-39	Services:	Includes: Services, Student Transportation, Training/Travel, Rentals, Dues/Fees and Insurance		782,108	1,123,274	341,166	30.37%	See NOTE 1 below for details
51	Supplies:	Supplies		657,558	923,775	266,217	28.82%	Schoool budgets (supplies for instruction, SpEd, AbEd, Admin) as well as: SBO, Maintenance, Custodial and Transportation supplies
52/53		Learning Resources/Library Books		34,344	105,798	71,454	67.54%	School budgets for library books and learning resource
54/55		Electricity/Heat,		357,792	427,000	69,208	16.21%	11 out of 12 monthss (8.33% unspent)
56/57		Water/Sewer and Garbage/Recycling		46,089	45,500	589	-1.29%	11 out of 12 monthss (8.33% unspent)
58/59		Furniture/Equipment & Computer Equipment Replacement		46,674	62,000	15,326	24.72%	School furniture/equipment budgets, equipment for Operations and IT/tech replacements
				15,198,696	18,299,556	3,100,860	16.95%	

**NOTE 1**

These are expenses that are not necessarily incurred evenly throughout the year:

Object	Year-to-Date	Budget	Unspent	% Unspent	
31 Services	493,514.92	640,762.00	147,247.08	22.98%	Consulting, Legal, Audit, Telephone, Contract Software, Postage
33 Student transportation	37,053.43	81,790.00	44,736.57	54.70%	Schools transportation budgets (curricular, extra-curricular, and transportation grant)
34 Training/ Travel	101,286.24	226,037.00	124,750.76	55.19%	Training/travel across SD (instruction, District admin, O&M, transportation)
36 Rentals/Leases,	30,827.50	33,528.00	2,700.50	8.05%	525 monthly lease from City, 8 out of 12 months (17% unspent)
37 Dues/Fees	72,326.03	93,057.00	20,730.97	22.28%	Senior mgmt professional association fees, BCSTA, Make a Future, OLRC, SD23 re Claims Mgmt contract
39 Insurance	47,099.79	48,100.00	1,000.21	2.08%	SPP and fleet insurance (paid upfront)
	782,107.91	1,123,274.00	341,166.09		

## LOCAL CAPITAL CONTINUITY SCHEDULE

	Opening Balance	Technology Replacement Plan	White Fleet Replacement Plan	OTHER	Reserve Contributions	Ending Balance (June 30th)
As at June 30, 2020	1,090,857	90,000	90,000	15,000	125,000	1,020,857
2021-22	1,020,857	370,000	74,000	15,000	125,000	686,857
2022-23	686,857	244,500	50,000.00	15,000	125,000	502,357
2023-24	502,357	120,000	60,000.00	15,000	125,000	432,357
2024-25	432,357	132,000	78,000.00	15,000	125,000	332,357
2025-26	332,357	43,000	63,000.00	15,000	125,000	336,357
2026-27	336,357	482,000	50,000.00	15,000	250,000	39,357
2027-28	39,357	409,000	30,000.00	15,000	300,000	(114,643)
2028-29	(114,643)	154,000	50,000.00	15,000	250,000	(83,643)
2029-30	(83,643)	26,000	70,000.00	15,000	125,000	(69,643)
2030-31	(69,643)				125,000	55,357

### NOTES

2020/21 Planned Purchases

Technology Plan (8 x ipad classroom sets; Lenovo laptop replacements)

169,000 \*

White fleet replacements (trucks, Bolt, 1 x mower)

150,000 \*\*

Community Network

15,000

TCA purchased from Local Capital per amended budget

334,000

\*Lenovo laptop order made in November, hardware has not been received - will be recorded in 2021/22

\*\*Mower will be purchased in 2021/22

**Annual Facilities Grant Spending Plan****2021-2022****District annual costs**

Fire extinguisher renewal	\$	12,000.00
Fire suppression system annual	\$	18,000.00
Hoist annual inspections	\$	1,200.00
Bay door annual inspections	\$	3,000.00
Facility exterior maintenance	\$	30,000.00
Wood shop duct cleaning	\$	3,500.00

**District one off costs**

Security card reader access to all facilities	\$	25,000.00
Re-keying schools in the east	\$	30,000.00
Gate installation at Marlex	\$	25,000.00
Midway garage door	\$	3,900.00
Midway Health HVAC unit	\$	2,500.00

**Christina Lake**

New flag pole	\$	3,000.00
CLES lettering	\$	3,000.00

**D.A. Perley**

Trees	\$	1,500.00
Irrigation system design	\$	18,500.00
Irrigation site visit	\$	600.00
New flag pole	\$	3,000.00

**Grand Forks Secondary**

Gym floor refinish	\$	5,700.00
New flag pole	\$	3,000.00
Irrigation site visit	\$	600.00
GFSS lettering	\$	4,000.00

**J.A. Hutton**

Irrigation system design	\$	15,000.00
Asphalt painting	\$	4,500.00
New flag pole	\$	3,000.00
Irrigation site visit	\$	600.00

**Greenwood Elementary**

Parking lot and bus lane rebuild	\$	105,000.00
Drainage repair	\$	19,000.00

**Boundary Central Secondary**

Building envelope design	\$	14,000.00
Gym floor refinish	\$	4,900.00
Site work	\$	5,000.00
Library reno	\$	10,000.00

**Midway Elementary**

Removal of basketball court	\$	8,000.00
Concrete work	\$	12,000.00

**West Boundary Elementary**

Building envelope design	\$	8,000.00
Exterior logo replacement	\$	7,000.00
Energy efficiency audit	\$	12,000.00
Gym floor refinish	\$	4,000.00
Custodial room upgrade	\$	6,000.00
Well pump replacement	\$	6,500.00
Gates for parking lot	\$	10,000.00

**Beaverdell Elementary**

Lighting upgrade interior	\$	9,500.00
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**Big White Community School**

Main flooring replacement	\$	20,000.00
Tennis court repair	\$	4,250.00
Fencing repairs	\$	12,000.00
Exterior refinishing	\$	45,000.00

**Walker Development**

Fascia	\$	6,500.00
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<b>Total</b>	<b>\$</b>	<b>548,750.00</b>
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## Briefing Note Out-of-Province Tuition

Students that do not meet the requirement of Ordinary Resident are not funded by the Provincial funding formula. As such, the Board policy is to set a rate for out-of-province tuition annually.

Currently, the Board rate is \$14,459 per student. This rate is calculated as the amount per student FTE based on the 2020/21 preliminary operating grant from the Ministry of Education.

Based on the 2021/22 preliminary operating grant from the Ministry of Education, the amount per student FTE is \$14,707.00.

As such, I recommend the Board increases the Out-of-Province Tuition rate for 2021/2022 to **\$14,707**.



# Briefing Note

**Date: June 8, 2021**

**Topic: Proposed Days for School Board Meetings 2021/22**

Currently the Board meets on the second Tuesday of the month, September to June. As discussed at the April Board of Education meeting, the timing of these meetings is too early and delays timely communication, particularly in the budgeting months.

Senior management was asked to review alternative dates and give recommendations. Moving the meetings to the third Tuesday of each month would work well for the 2021/22 school year, except in December when Winter Break starts on December 20<sup>th</sup>. However, the second Tuesday in December is an alternative date.

Following would be the Board meeting days:

September 21  
October 19  
November 16  
December 14 (last day of school before Winter Break is December 16)  
January 18  
February 15  
March 15 (last day of school before Spring Break is March 17)  
April 19  
May 17  
June 21

Agenda building meetings will continue to be held on Tuesday mornings unless after a long weekend. Then the meeting will be held on the Wednesday morning.

**Recommendation:**

Senior management recommends moving Board meetings to the third Tuesday of the month, from September to June, except in December where it will remain at the second Tuesday of the month.

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# Briefing Note

## Annual Budget 2021/2022

The budget bylaw for 2021/2022 includes the following expenses, with comparison to the 2020/2021 amended budget:

	2021/22 Preliminary Budget (Draft)	2020/21 Amended Budget (Approved Feb 2021)
Operating Fund Expenses	<b>\$18,715,319</b>	\$18,266,272
Capital Assets Purchased from Operating	<b>42,000</b>	62,000
Special Purpose Fund Expenses	<b>1,610,177</b>	2,289,594
Capital Assets Purchased from SPF	<b>0</b>	180,065
Capital Fund Expenses (Amortization of Capital Assets + Capital Lease Interest)	<b>1,459,787</b>	1,444,763
Capital Assets Purchased from Local Capital	<b>460,000</b>	334,000
<b>Total Budget Bylaw</b>	<b>\$22,287,283</b>	\$22,576,694

The following is a detailed breakdown of each category, including comments on noted variances from the 2020/21 amended budget.

### Operating Expenses (Schedule 2B):

Operating expenses increased by \$449,047 from the prior year amended budget as follows:

	2021/22 Preliminary	2020/21 Amended	Change	NOTES
Teachers	6,429,247	6,316,176	113,071	21/22 FTE = 85.65, compared to 86.68 in 20/21. Offset by 2% wage increase
PVP	1,270,376	1,177,788	92,588	Addition of VP position
EA's	1,332,232	1,158,923	173,309	44 compared to 41 in PY, plus 2% wage increase
Support Staff	2,673,247	2,471,387	201,860	ICSSF x 2, Payroll Clerk and Tech Admin for full year, plus 2% wage increase
Other Professional	798,485	931,159	-132,674	No Director of Learning, full year of 0.50 SLP, EIR position
Substitutes	509,195	593,965	-84,770	Lower maternity leave costs, adjusted teacher LT leave costs
<b>Total</b>	<b>13,012,782</b>	<b>12,649,398</b>	<b>363,384</b>	
Employee Benefits	<b>3,152,749</b>	<b>3,005,054</b>	<b>147,695</b>	
Services	650,464	640,763	9,701	See below
Transportation	104,275	81,790	22,485	Increased school curricular and extra-curricular travel
Pro-D/Travel	254,609	246,037	8,572	Adjusted for increased travel
Dues and Fees	94,157	93,057	1,100	Adjusted for inflation
Insurance	45,075	48,100	-3,025	Reduction in ICBC rates
Supplies	913,068	1,029,573	-116,505	Limited school carryforwards
Utilities	488,140	472,500	15,640	Adjusted garbage to actual, adjusted for 2% inflation
<b>Total</b>	<b>2,594,390</b>	<b>2,611,820</b>	<b>-62,032</b>	
	<b>18,715,319</b>	<b>18,266,272</b>	<b>449,047</b>	

The Board meet with PVP on May 26/2021 for a presentation of district and school-based budget proposals. The following proposals were adopted and included in the budget for 2021/22:

- 4 blocks for an alternate education program at GFSS to support students transitioning back to in-class instruction and may be experiencing increased vulnerability due to the pandemic;
- 0.75 teacher counsellor to support elementary schools in Grand Forks and Christina Lake;
- \$20,000 for 1:1 student counselling at GES, MES, WBES and BES;
- 0.50 outdoor education teacher;
- 1.75 literacy/numeracy support teacher;
- \$15,000 to develop and implement a district communication strategy;
- \$30,000 for professional development/training for LST;
- \$30,000 to support employee health and wellness; and
- \$2,000 to purchase additional wellness equipment at Walker Development Centre.

Proposals that were not approved, as well as additional requests, will be considered in the Fall after the audited financial statements are presented and the accumulated operating surplus is confirmed.

#### **Capital Assets Purchased from Operating:**

Our accounting standards and internal accounting policies require that any items purchased that are capital in nature are to be capitalized and amortized over their estimated useful life rather than expensed in the period purchased. The estimated capital assets purchased from Operating is **\$42,000**, including:

- \$20,000 furniture and equipment budgets for schools
- \$12,000 custodial equipment
- \$10,000 miscellaneous technology equipment

#### **Special Purpose Fund (SPF) Expenses (Schedule 3A):**

Special Purpose Fund expenses decreased \$679,417 from the prior year amended budget as follows:

	2021/22 Preliminary	2020/21 Amended	Change	NOTES
AFG (Operating only)	115,749	113,349	2,400	Opening surplus of \$2,400
Learning Improvement Fund	63,772	64,238	-466	
School Generated Funds	310,000	310,000	0	
Strong Start	128,632	128,632	0	
Ready Set Learn	19,989	19,989	0	
OLEP (French funds)	2,955	0	2,955	Supply costs and 1 planning day
CommunityLink	150,143	146,982	3,161	Inflation
Classroom Enhancement Fund - Overhead	25,098	25,098	0	
Classroom Enhancement Fund – Staffing	787,839	875,377	-87,538	Initial based on 90% of PY
Classroom Enhancement Fund – Remedy	0	37,305	-37,305	Confirmed in the Fall
Mental Health in Schools	0	57,000	-57,000	Confirmed in the Fall
CR4YC	6,000	6,000	0	
Safe Return to School Grant	0	84,280	-84,280	One-time COVID-19 funding
Federal Safe Return to School Fund	0	334,436	-334,436	One-time COVID-19 funding
Health Coordinator (IHA)	0	27,000	-27,000	Confirmed in the Fall
DASH BC	0	59,908	-59,908	Confirmed in the Fall
<b>Total SPF Expenses</b>	<b>1,610,177</b>	<b>2,289,594</b>	<b>-679,417</b>	

**No planned purchased of capital assets from Special Purpose Funds in 2021/22.**

**Amortization of Capital Assets and Capital Lease Interest:**

Our accounting standards require Districts to include the amortization of capital assets in their Budget Bylaw, as well as the interest on any capital leases (our lease of the building at 555 Central Ave for the Walker Development Centre is considered a capital lease) as expenditures in the capital fund.

	2021/22 Preliminary	2020/21 Amended
Interest for Capital Lease	570	737
Amortization of Capital Assets	1,459,217	1,434,591
Total Amortization of Capital Assets + Capital Lease Interest	<b>1,459,787</b>	1,435,328

**Capital Assets purchased from Local Capital:**

Technology Plan (3 x school laptop carts; Elementary teacher laptops; SBO and school admin desktops; Trustee laptops)	370,000
Community Network	15,000
White fleet replacements (2 trailers, 1 x mower)	75,000
Total Capital Assets purchased from Local Capital	<b>460,000</b>

**Summary of Surplus & Transfers:**

	Operating Fund (Schedule 2)	Special Purpose Fund (Schedule 3)	Capital Fund (Schedule 4)	Total (Statement 2)
Revenue	18,891,104	1,610,177	951,271	21,452,552
Expenses	18,715,319	1,610,177	1,459,787	21,785,283
Net surplus (deficit)	175,785	-	(508,516)	(332,731)
Transfers:				
Capital Fund	(42,000)	-	42,000	-
Local Capital	(125,000)	-	125,000	-
Other	(33,000)	-	33,000	-
Budgeted surplus (deficit)	(24,215)	-	(308,516)	
Allocation of Surplus	24,215	-	0	24,215
Budgeted Surplus (Deficit)	-	-	<b>(308,516)</b>	<b>(308,516)</b>

Annual Budget

## **School District No. 51 (Boundary)**

June 30, 2022

# School District No. 51 (Boundary)

June 30, 2022

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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. 51 (BOUNDARY) (called the "Board") to adopt the Annual Budget of the Board for the fiscal year 2021/2022 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. 51 (Boundary) Annual Budget Bylaw for fiscal year 2021/2022.
3. The attached Statement 2 showing the estimated revenue and expense for the 2021/2022 fiscal year and the total budget bylaw amount of \$22,287,283 for the 2021/2022 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 2021/2022.

READ A FIRST TIME THE 8th DAY OF JUNE, 2021;

READ A SECOND TIME THE 8th DAY OF JUNE, 2021;

READ A THIRD TIME, PASSED AND ADOPTED THE 8th DAY OF JUNE, 2021;

( Corporate Seal )

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Chairperson of the Board

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Secretary Treasurer

I HEREBY CERTIFY this to be a true original of School District No. 51 (Boundary) Annual Budget Bylaw 2021/2022, adopted by the Board the 8th DAY OF JUNE, 2021.

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Secretary Treasurer



# School District No. 51 (Boundary)

Statement 2

Annual Budget - Revenue and Expense

Year Ended June 30, 2022

	2022 Annual Budget	2021 Amended Annual Budget
<b>Ministry Operating Grant Funded FTE's</b>		
School-Age	1,244,750	1,240,625
Adult	0.675	0.500
<b>Total Ministry Operating Grant Funded FTE's</b>	<b>1,245,425</b>	<b>1,241.125</b>
<b>Revenues</b>	\$	\$
Provincial Grants		
Ministry of Education	19,958,666	20,334,947
Other	49,258	156,166
Tuition	14,707	
Other Revenue	371,000	370,000
Rentals and Leases	53,650	50,638
Investment Income	69,000	56,680
Amortization of Deferred Capital Revenue	936,271	875,872
<b>Total Revenue</b>	<b>21,452,552</b>	<b>21,844,303</b>
<b>Expenses</b>		
Instruction	15,587,923	15,921,253
District Administration	1,205,212	1,025,186
Operations and Maintenance	4,024,370	4,094,189
Transportation and Housing	967,208	959,264
Debt Services	570	737
<b>Total Expense</b>	<b>21,785,283</b>	<b>22,000,629</b>
<b>Net Revenue (Expense)</b>	<b>(332,731)</b>	<b>(156,326)</b>
<b>Budgeted Allocation (Retirement) of Surplus (Deficit)</b>	<b>24,215</b>	
<b>Budgeted Surplus (Deficit), for the year</b>	<b>(308,516)</b>	<b>(156,326)</b>
<b>Budgeted Surplus (Deficit), for the year comprised of:</b>		
Operating Fund Surplus (Deficit)		
Special Purpose Fund Surplus (Deficit)		
Capital Fund Surplus (Deficit)	(308,516)	(156,326)
<b>Budgeted Surplus (Deficit), for the year</b>	<b>(308,516)</b>	<b>(156,326)</b>

School District No. 51 (Boundary)

Annual Budget - Revenue and Expense  
Year Ended June 30, 2022

	2022 Annual Budget	2021 Amended Annual Budget
Budget Bylaw Amount		
Operating - Total Expense	18,715,319	18,266,272
Operating - Tangible Capital Assets Purchased	42,000	62,000
Special Purpose Funds - Total Expense	1,610,177	2,289,594
Special Purpose Funds - Tangible Capital Assets Purchased		180,065
Capital Fund - Total Expense	1,459,787	1,444,763
Capital Fund - Tangible Capital Assets Purchased from Local Capital	460,000	334,000
Total Budget Bylaw Amount	22,287,283	22,576,694

Approved by the Board

Signature of the person of the Board		
Signature of Superintendent		Date Signed
Signature of Secretary/Treasurer		Date Signed

DRAFT

# School District No. 51 (Boundary)

Statement 4

Annual Budget - Changes in Net Financial Assets (Debt)

Year Ended June 30, 2022

	2022 Annual Budget	2021 Amended Annual Budget
	\$	\$
Surplus (Deficit) for the year	(332,731)	(156,326)
Effect of change in Tangible Capital Assets		
Acquisition of Tangible Capital Assets		
From Operating and Special Purpose Funds	(42,000)	(242,065)
From Local Capital	(460,000)	(334,000)
From Deferred Capital Revenue	(1,777,299)	(1,584,569)
Total Acquisition of Tangible Capital Assets	(2,279,299)	(2,160,634)
Amortization of Tangible Capital Assets	1,459,217	1,444,026
Total Effect of change in Tangible Capital Assets	(820,082)	(716,608)
	-	-
(Increase) Decrease in Net Financial Assets (Debt)	(1,152,813)	(872,934)

# School District No. 51 (Boundary)

Schedule 2

Annual Budget - Operating Revenue and Expense

Year Ended June 30, 2022

	2022 Annual Budget	2021 Amended Annual Budget
	\$	\$
<b>Revenues</b>		
Provincial Grants		
Ministry of Education	18,658,489	18,262,196
Other	49,258	69,258
Tuition	14,707	
Other Revenue	61,000	60,000
Rentals and Leases	53,650	50,638
Investment Income	54,000	44,180
<b>Total Revenue</b>	<b>18,891,104</b>	<b>18,486,272</b>
<b>Expenses</b>		
Instruction	14,093,495	13,745,008
District Administration	1,205,212	1,025,186
Operations and Maintenance	2,633,172	2,710,188
Transportation and Housing	783,440	785,890
<b>Total Expense</b>	<b>18,715,319</b>	<b>18,266,272</b>
<b>Net Revenue (Expense)</b>	<b>175,785</b>	<b>220,000</b>
<b>Budgeted Prior Year Surplus Appropriation</b>	<b>24,215</b>	
<b>Net Transfers (to) from other funds</b>		
Tangible Capital Assets Purchased	(42,000)	(62,000)
Local Capital	(125,000)	(125,000)
Other	(33,000)	(33,000)
<b>Total Net Transfers</b>	<b>(200,000)</b>	<b>(220,000)</b>
<b>Budgeted Surplus (Deficit), for the year</b>	<b>-</b>	<b>-</b>

# School District No. 51 (Boundary)

Schedule 2A

Annual Budget - Schedule of Operating Revenue by Source  
Year Ended June 30, 2022

	2022 Annual Budget	2021 Amended Annual Budget
	\$	\$
<b>Provincial Grants - Ministry of Education</b>		
Operating Grant, Ministry of Education	18,316,444	17,544,813
Other Ministry of Education Grants		
Pay Equity	105,245	105,245
Student Transportation Fund	153,588	153,588
Teachers' Labour Settlement Funding		371,737
Early Career Mentorship Funding		30,000
PLNet Revenue	48,060	48,060
FSA	7,506	7,506
Early Learning Framework Implementation		1,247
Carbon Tax Grant	27,646	
<b>Total Provincial Grants - Ministry of Education</b>	<b>18,658,489</b>	<b>18,262,196</b>
<b>Provincial Grants - Other</b>	<b>49,258</b>	<b>69,258</b>
<b>Tuition</b>		
International and Out of Province Students	14,707	
<b>Total Tuition</b>	<b>14,707</b>	<b>-</b>
<b>Other Revenues</b>		
Miscellaneous		
City of Grand Forks	45,000	45,000
Miscellaneous	10,000	15,000
ArtStarts	6,000	
<b>Total Other Revenue</b>	<b>61,000</b>	<b>60,000</b>
<b>Rentals and Leases</b>	<b>53,650</b>	<b>50,638</b>
<b>Investment Income</b>	<b>54,000</b>	<b>44,180</b>
<b>Total Operating Revenue</b>	<b>18,891,104</b>	<b>18,486,272</b>

# School District No. 51 (Boundary)

Schedule 2B

Annual Budget - Schedule of Operating Expense by Object  
Year Ended June 30, 2022

	2022 Annual Budget	2021 Amended Annual Budget
	\$	\$
<b>Salaries</b>		
Teachers	6,429,247	6,316,176
Principals and Vice Principals	1,270,376	1,177,788
Educational Assistants	1,332,232	1,158,923
Support Staff	2,673,247	2,471,387
Other Professionals	798,485	931,159
Substitutes	509,195	593,965
<b>Total Salaries</b>	<b>13,012,782</b>	<b>12,649,398</b>
<b>Employee Benefits</b>	<b>3,152,749</b>	<b>3,005,054</b>
<b>Total Salaries and Benefits</b>	<b>16,165,531</b>	<b>15,654,452</b>
<b>Services and Supplies</b>		
Services	650,464	640,763
Student Transportation	104,275	81,790
Professional Development and Travel	254,609	246,037
Dues and Fees	94,157	93,057
Insurance	45,075	48,100
Supplies	913,068	1,029,573
Utilities	488,140	472,500
<b>Total Services and Supplies</b>	<b>2,549,788</b>	<b>2,611,820</b>
<b>Total Operating Expense</b>	<b>18,715,319</b>	<b>18,266,272</b>

# School District No. 51 (Boundary)

Schedule 2C

Annual Budget - Operating Expense by Function, Program and Object  
Year Ended June 30, 2022

	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	5,336,207	141,511		105,001		371,445	<b>5,954,164</b>
1.07 Library Services	90,450			26,977		4,000	<b>121,427</b>
1.08 Counselling	158,761						<b>158,761</b>
1.10 Special Education	767,295	97,677	1,332,232	82,704	252,717	64,250	<b>2,596,875</b>
1.31 Indigenous Education	76,534			257,096	32,280	4,000	<b>369,910</b>
1.41 School Administration		844,202		351,608		16,000	<b>1,211,810</b>
1.64 Other							-
<b>Total Function 1</b>	<b>6,429,247</b>	<b>1,083,390</b>	<b>1,332,232</b>	<b>823,386</b>	<b>284,997</b>	<b>459,695</b>	<b>10,412,947</b>
<b>4 District Administration</b>							
4.11 Educational Administration		186,986		53,465	161,296		<b>401,747</b>
4.40 School District Governance					91,408		<b>91,408</b>
4.41 Business Administration				176,805	115,348		<b>292,153</b>
<b>Total Function 4</b>	<b>-</b>	<b>186,986</b>	<b>-</b>	<b>230,270</b>	<b>368,052</b>	<b>-</b>	<b>785,308</b>
<b>5 Operations and Maintenance</b>							
5.41 Operations and Maintenance Administration				14,960	72,718		<b>87,678</b>
5.50 Maintenance Operations				1,144,691		38,000	<b>1,182,691</b>
5.52 Maintenance of Grounds				93,016		3,500	<b>96,516</b>
5.56 Utilities							-
<b>Total Function 5</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>1,252,667</b>	<b>72,718</b>	<b>41,500</b>	<b>1,366,885</b>
<b>7 Transportation and Housing</b>							
7.41 Transportation and Housing Administration				19,960	72,718		<b>92,678</b>
7.70 Student Transportation				346,964		8,000	<b>354,964</b>
<b>Total Function 7</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>366,924</b>	<b>72,718</b>	<b>8,000</b>	<b>447,642</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>6,429,247</b>	<b>1,270,376</b>	<b>1,332,232</b>	<b>2,673,247</b>	<b>798,485</b>	<b>509,195</b>	<b>13,012,782</b>

**DRAFT** - Not Finalized

June 04, 2021 15:09

# School District No. 51 (Boundary)

Annual Budget - Operating Expense by Function, Program and Object  
Year Ended June 30, 2022

	Total Salaries	Employee Benefits	Total Salaries and Benefits	Services and Supplies	2022 Annual Budget	2021 Amended Annual Budget
	\$	\$	\$	\$	\$	\$
<b>1 Instruction</b>						
1.02 Regular Instruction	5,954,164	1,405,159	7,359,323	787,662	8,146,985	8,198,754
1.07 Library Services	121,427	27,692	149,119	25,147	174,266	216,550
1.08 Counselling	158,761	39,173	197,934		197,934	137,875
1.10 Special Education	2,596,875	732,882	3,329,757	138,752	3,468,509	3,209,416
1.31 Indigenous Education	369,910	88,290	458,200	72,335	530,535	513,000
1.41 School Administration	1,211,810	261,047	1,472,857	94,009	1,566,866	1,461,013
1.64 Other	-		-	8,400	8,400	8,400
<b>Total Function 1</b>	<b>10,412,947</b>	<b>2,554,243</b>	<b>12,967,190</b>	<b>1,126,305</b>	<b>14,093,495</b>	<b>13,745,008</b>
<b>4 District Administration</b>						
4.11 Educational Administration	401,747	75,598	477,345	20,800	498,145	374,859
4.40 School District Governance	91,408	7,581	98,989	39,000	137,989	155,989
4.41 Business Administration	292,153	62,045	354,198	214,880	569,078	494,338
<b>Total Function 4</b>	<b>785,308</b>	<b>145,224</b>	<b>930,532</b>	<b>274,680</b>	<b>1,205,212</b>	<b>1,025,186</b>
<b>5 Operations and Maintenance</b>						
5.41 Operations and Maintenance Administration	87,678	17,513	105,191	29,100	134,291	131,438
5.50 Maintenance Operations	1,182,691	296,979	1,479,670	358,441	1,838,111	1,886,366
5.52 Maintenance of Grounds	96,516	24,364	120,880	31,750	152,630	150,426
5.56 Utilities	-		-	508,140	508,140	541,958
<b>Total Function 5</b>	<b>1,366,885</b>	<b>338,856</b>	<b>1,705,741</b>	<b>927,431</b>	<b>2,633,172</b>	<b>2,710,188</b>
<b>7 Transportation and Housing</b>						
7.41 Transportation and Housing Administration	92,678	17,513	110,191	1,500	111,691	111,338
7.70 Student Transportation	354,964	96,913	451,877	219,872	671,749	674,552
<b>Total Function 7</b>	<b>447,642</b>	<b>114,426</b>	<b>562,068</b>	<b>221,372</b>	<b>783,440</b>	<b>785,890</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>13,012,782</b>	<b>3,152,749</b>	<b>16,165,531</b>	<b>2,549,788</b>	<b>18,715,319</b>	<b>18,266,272</b>



# School District No. 51 (Boundary)

Schedule 3

Annual Budget - Special Purpose Revenue and Expense  
Year Ended June 30, 2022

	2022 Annual Budget	2021 Amended Annual Budget
	\$	\$
<b>Revenues</b>		
Provincial Grants		
Ministry of Education	1,300,177	2,072,751
Other		86,908
Other Revenue	310,000	310,000
<b>Total Revenue</b>	<b>1,610,177</b>	<b>2,469,659</b>
<b>Expenses</b>		
Instruction	1,494,428	2,176,245
Operations and Maintenance	115,749	113,349
<b>Total Expense</b>	<b>1,610,177</b>	<b>2,289,594</b>
<b>Net Revenue (Expense)</b>	<b>-</b>	<b>180,065</b>
<b>Net Transfers (to) from other funds</b>		
Tangible Capital Assets Purchased		(180,065)
<b>Total Net Transfers</b>	<b>-</b>	<b>(180,065)</b>
<b>Budgeted Surplus (Deficit), for the year</b>	<b>-</b>	<b>-</b>

School District No. 51 (Boundary)

Annual Budget - Changes in Special Purpose Funds  
Year Ended June 30, 2022

	Annual Facility Grant	Learning Improvement Fund	School Generated Funds	Strong Start	Ready, Set, Learn	OLEP	CommunityLINK	Classroom Enhancement Fund - Overhead	Classroom Enhancement Fund - Staffing
	\$	\$	\$	\$		\$	\$	\$	\$
Deferred Revenue, beginning of year	2,400		335,000	-	-	16,000			
Add: Restricted Grants									
Provincial Grants - Ministry of Education	113,349	63,772		128,632	19,989		150,143	25,098	787,839
Other			325,000						
	113,349	63,772	325,000	128,632	19,989	-	150,143	25,098	787,839
Less: Allocated to Revenue	115,749	63,772	310,000	128,632	19,989	2,955	150,143	25,098	787,839
Deferred Revenue, end of year	-	-	350,000	-	-	13,045	-	-	-
Revenues									
Provincial Grants - Ministry of Education	115,749	63,772		128,632	19,989	2,955	150,143	25,098	787,839
Other Revenue			310,000						
	115,749	63,772	310,000	128,632	19,989	2,955	150,143	25,098	787,839
Expenses									
Salaries									
Teachers									636,792
Educational Assistants		46,689							
Support Staff							89,735		
Substitutes						1,785		17,413	
	-	46,689	-	-	-	1,785	89,735	17,413	636,792
Employee Benefits		17,083				420	21,186	4,084	151,047
Services and Supplies	115,749		310,000	128,632	19,989	750	39,222	3,601	
	115,749	63,772	310,000	128,632	19,989	2,955	150,143	25,098	787,839
Net Revenue (Expense)	-	-	-	-	-	-	-	-	-

School District No. 51 (Boundary)

Annual Budget - Changes in Special Purpose Funds  
Year Ended June 30, 2022

	Changing Results for Young Children	TOTAL
	\$	\$
Deferred Revenue, beginning of year		353,400
Add: Restricted Grants		
Provincial Grants - Ministry of Education	6,000	1,294,822
Other		325,000
	6,000	1,619,822
Less: Allocated to Revenue	6,000	1,610,177
Deferred Revenue, end of year	-	363,045
Revenues		
Provincial Grants - Ministry of Education	6,000	1,300,177
Other Revenue		310,000
	6,000	1,610,177
Expenses		
Salaries		
Teachers		636,792
Educational Assistants		46,689
Support Staff		89,735
Substitutes	4,860	24,058
	4,860	797,274
Employee Benefits	1,140	194,960
Services and Supplies		617,943
	6,000	1,610,177
Net Revenue (Expense)	-	-

# School District No. 51 (Boundary)

Schedule 4

Annual Budget - Capital Revenue and Expense

Year Ended June 30, 2022

	2022 Annual Budget			2021 Amended Annual Budget
	Invested in Tangible Capital Assets	Local Capital	Fund Balance	
	\$	\$	\$	\$
<b>Revenues</b>				
Investment Income		15,000	15,000	12,500
Amortization of Deferred Capital Revenue	936,271		936,271	875,872
<b>Total Revenue</b>	<b>936,271</b>	<b>15,000</b>	<b>951,271</b>	888,372
<b>Expenses</b>				
Amortization of Tangible Capital Assets				
Operations and Maintenance	1,275,449		1,275,449	1,270,652
Transportation and Housing	183,768		183,768	173,374
Debt Services				
Capital Lease Interest		570	570	737
<b>Total Expense</b>	<b>1,459,217</b>	<b>570</b>	<b>1,459,787</b>	1,444,763
<b>Net Revenue (Expense)</b>	<b>(522,946)</b>	<b>14,430</b>	<b>(508,516)</b>	(556,391)
<b>Net Transfers (to) from other funds</b>				
Tangible Capital Assets Purchased	42,000		42,000	242,065
Local Capital		125,000	125,000	125,000
Capital Lease Payment		33,000	33,000	33,000
<b>Total Net Transfers</b>	<b>42,000</b>	<b>158,000</b>	<b>200,000</b>	400,065
<b>Other Adjustments to Fund Balances</b>				
Tangible Capital Assets Purchased from Local Capital	460,000	(460,000)	-	
Principal Payment				
Capital Lease	32,430	(32,430)	-	
<b>Total Other Adjustments to Fund Balances</b>	<b>492,430</b>	<b>(492,430)</b>	<b>-</b>	
<b>Budgeted Surplus (Deficit), for the year</b>	<b>11,484</b>	<b>(320,000)</b>	<b>(308,516)</b>	(156,326)



# Briefing Note

## Annual Five-year Capital Plan Approval

In March, the Ministry confirmed a change to the 2021/22 Five-year Capital Plan Approval process whereby districts would receive an *initial* Capital Plan Response Letter in March and then a second *amended* Capital Plan Response Letter in May. Boards of Education are then required to adopt a single Capital Bylaw for the approved 2021/2022 Five-Year Capital Plan as identified in the *amended* Capital Plan Response Letter.

The following tables outline the submission requests included in SD51's 2021/2022 Annual Five-year Capital Plan submission, including which projects were approved for funding per our *initial* and *amended* Capital Plan Response Letters. Please note the only project added in the *amended* Capital Plan Response Letters is the universally accessible playground at Hutton.

### *School Enhancement Program:*

Site(s)	Project	Approved
WBES	Roofing upgrades – Waterproof membrane replacement, confirmed by BEP project currently underway	Initial
GFSS	Interior construction – wall partitions, flooring and abatement as part of science labs reconfiguration	Initial
Perley	Replacement of all exterior doors and windows	
Perley	Roofing membrane replacement (area 8)	
GFSS	HVAC exhaust system replacement	Initial

### *Carbon Neutral Capital Program:*

Site(s)	Project	Approved
GFSS, CLES,	LED lighting and control design upgrade	Initial
Perley	HVAC – Replace reciprocating air-cooled chiller	Initial

### *Playground Equipment Program:*

Site(s)	Project	Approved
Hutton	Playground resurfacing and addition of accessible playground equipment	Amended
Perley	Playground resurfacing and addition of accessible playground equipment	

The proposed bylaw to approve the capital plan is below for your consideration.

**CAPITAL BYLAW NO. 2021/22-CPSD51-01**  
**CAPITAL PLAN 2021/22**

WHEREAS in accordance with section 142 of the *School Act*, the Board of Education of School District No. 51 (Boundary) (hereinafter called the "Board") has submitted a capital plan to the Minister of Education (hereinafter called the "Minister") and the Minister has approved the capital plan or has approved a capital plan with modifications,

NOW THEREFORE in accordance with section 143 of the *School Act*, the Board has prepared this Capital Bylaw and agrees to do the following:

- (a) Authorize the Secretary-Treasurer to execute a capital project funding agreement(s) related to the capital project(s) contemplated by the capital plan or the capital plan with modifications;
- (b) Upon ministerial approval to proceed, commence the capital project(s) and proceed diligently and use its best efforts to complete each capital project substantially as directed by the Minister;
- (c) Observe and comply with any order, regulation, or policy of the Minister as may be applicable to the Board or the capital project(s); and,
- (d) Maintain proper books of account, and other information and documents with respect to the affairs of the capital project(s), as may be prescribed by the Minister.

NOW THEREFORE the Board enacts as follows:

- 1. The Capital Bylaw of the Board for the 2021/22 Capital Plan as approved by the Minister, to include the supported capital project(s) specified in the letter addressed to the Secretary-Treasurer and Superintendent, dated May 11, 2021, is hereby adopted.
- 2. This Capital Bylaw may be cited as School District No. 51 (Boundary) Capital Bylaw No. 2021/22-CPSD51-01.

READ A FIRST TIME THE 8th DAY OF June 2021;  
READ A SECOND TIME THE 8th DAY OF June 2021;  
READ A THIRD TIME, PASSED THE 8th DAY OF June 2021.

***APPLY CORPORATE SEAL***

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Board Chair

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Secretary-Treasurer

I HEREBY CERTIFY this to be a true and original School District No. 51 (Boundary) Capital Bylaw No. 2021/22-CPSD51-01 adopted by the Board the 8th DAY OF June 2021.

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Secretary-Treasurer