



**BOARD OF EDUCATION
SD NO. 40 (NEW WESTMINSTER)
Operations Policy and Planning Committee
AGENDA**

Tuesday, February 11, 2020

7:00 pm

School Board Office

811 Ontario Street, New Westminister

The New Westminister School District recognizes and acknowledges the Qayqayt First Nations, as well as all Coast Salish peoples on whose traditional and unceded territories we live, we learn, we play and we do our work.

	Pages
1. <u>Approval of Agenda</u>	7:00 PM
Recommendation: THAT the agenda for the February 11, 2020 Open Operations Policy and Planning Committee meeting be adopted as distributed.	
2. <u>Correspondence</u>	7:05 PM
3. <u>Comment & Question Period from Visitors</u>	7:10 PM
4. <u>Reports from Senior Management</u>	
a. Capital Projects Update	7:20 PM
i. Richard McBride Elementary School Replacement Project - Consultation Update (D. Crowe)	4
ii. New Westminister Secondary School (D. Crowe / G. Lachmuth)	6
b. Operations Update (B. Ketcham)	7:35 PM
February 2020 Operations Update	14

Recommendation:

THAT the Operations Policy and Planning Committee recommend to the Board of Education of School District No. 40 (New Westminster) that \$1,000,000 of surplus be appropriated and transferred to local capital for the contribution related to the Richard McBride Elementary seismic replacement project.

Recommendation:

THAT the Operations Policy and Planning Committee recommend to the Board of Education of School District No. 40 (New Westminster) adoption of the three readings of the amended budget bylaw for fiscal year 2019/2020.

Recommendation:

THAT the Operations Policy and Planning Committee recommend to the Board of Education of School District No. 40 (New Westminster) approval of first and second reading of the amended budget bylaw for fiscal year 2019/2020.

Recommendation:

THAT the Operations Policy and Planning Committee recommend to the Board of Education of School District No. 40 (New Westminster) approval of the third reading, reconsideration and final adoption of the amended budget bylaw for fiscal year 2019/2020.

d. 2020-2021 Preliminary Budget Process (B. Ketcham) 8:00 PM

e. Continuing Education (B. Ketcham) 8:10 PM

f. Technology Resources Assessment Report (M. Naser) 8:30 PM

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5. General Announcements 8:45 PM

Pink Shirt Day, February 26. Please wear your Pink Shirts at the February 25 Board meetings.

6. New Business 8:50 PM

7. Old Business 8:55 PM

8. Question Period (15 Minutes) 9:00 PM

Questions to the Chair on matters that arose during the meeting.

PROJECT STATUS REPORT

Project	Project Name McBride Replacement	Project Description	Construction of new building and demolition of existing	Project Dashboard Green: As planned Yellow: Corrective Action Being Taken Red: Executive Attention Required			
Date	As at February 5, 2020	Year	2020	Scope		Budget	
Prepared By	Karen Hearn			Schedule		Issues	

Project Status
Brief paragraph describing the status of the project, milestones achieved and not reached. Major upcoming milestones. <i>Project is at the preconstruction stage.</i> <i>The following major milestones were achieved:</i> - Revised project budget approved by Treasury Board - Received approval to award construction contract to Heatherbrae Builders Co. Ltd. on January 24th - Soft Kick Off Meeting took place with Heatherbrae Upcoming major milestones - Pre-construction meeting set with Heatherbrae & the project team - Completion of the Issued for Construction Drawings - Develop revised project schedule based on the General Contractor's timing - Development with the General Contractor of the Construction Site Safety Plan - Receipt of Excavation Permit and subsequent Building Permit - Construction start
Project Scope
Changes to the original scope or key assumptions which may have a material impact on schedule, budget or project outcome. Increase of building size to accommodate siting on the property. The school portion of the building is 3,765 m². Total space for the Child Care is 435 m² with the Childcare funding being provided from the Ministry of Children and Family Development and the City of New Westminster.
Project Schedule
Highlight any important changes or risks to the project timelines. <i>The project timeline has been revised based upon the successful bidder. Demolition of the existing school and full completion of the project by June 2022.</i>
Project Budget
Changes to overall budget and approx. % over or under budget. <i>The project budget has been revised based upon the bid price. The revised project budget is \$34,984,643.</i>

PROJECT STATUS REPORT

Major Risks

As identified in the Funding Agreement:

1. *Unexpected Soil & Ground Conditions*
2. *Hazmat*
3. *Additional City Requirements*
4. *Post Completion Audit*
5. *Escalation*

Additional major risks include:

- *Safety – construction vehicle access as well as construction site strategies to minimize danger to students and community*
- *Neighbours concerns regarding construction disruption*
- *Quality – ensuring competent contractor, design team, project manager*
- *Timing of approvals – ensuring adequate time in the project schedule for approvals balanced with timely response*

A Risk Management Plan for the project has been prepared and reviewed with the Steering Committee. The committee regularly review the risks and strategies in place to manage the risks.

Issues

Significant issues or risks that should be brought to the attention of the Project Committee. These include issues being managed by the project team and issues which need to be escalated for Executive intervention.

- *Continuing to ensure City personnel are thoroughly engaged so that permitting is timely.*

1. Project Summary

The existing school facility is approximately 69 years old and it has reached the end of its useful life as well as being classified as H1 high seismic risk. The existing school facility is built on an area that has history of burial usage.

The project consists of design and construction of a 19,837m² replacement facility on the existing SD owned property, decommissioning of the existing school, and restoration of the site with appropriate memorialization.

2. Project Structure

The Project Team are identified in Appendix 1.

3. Scope

The new school will accommodate more than 1,900 students with 76 teaching units and an allowable school area of 16,390m², plus Neighbourhood Learning Centre (NLC) space of 2,802m², and a SD Maintenance/IT facility of 645m², for a total gross area of 19,837m² per the CPFA.

There may be sufficient site area to accommodate two playfields and the Maintenance/IT facility is proposed as a stand-alone facility separate from the new school building.

4. Schedule

The following Table 1 sets out target milestone dates.

Table 1 – Tentative Timetable for Key Milestones

Milestone/Deliverable	Target Dates	Revised
RFQ issued	November 24, 2016	-/-
RFP issued	Early March 2017	Late March 2017
Technical submissions	July 2017	September 25, 2017
Financial submissions	August 2017	November 1, 2017
Contract award	September 2017	December 2017
Occupancy	September 2019	September 2020
Demo + Memorialization	September 2020	-/-

5. Budget

Contract expenditures to date total to an aggregate value of \$59,750,000

6. Communications

a) General

- NWSS staff and administrators continue to be consulted on classroom requirements, project updates and transition plan to new school. Transition Team meetings held on an ongoing basis.
- Bi-weekly stakeholder consultation meetings are ongoing regarding delivery of remaining civil works and asphalt paving between Massey Theatre and Moody Park Arena. Fortis gas line from 8th Avenue, forthcoming to M/IT Building and connection to Massey Theatre.

New Westminster Secondary School Replacement Project SD 40 Board Report #28

Representation from SD #40 Project Team, City of New West (Engineering), Graham DB, Massey Theatre Society, Moody Park Arena, NWSS Principal.

- Communications with adjacent residents regarding intersection improvements at 8th Avenue and laneway entrance to new school, as well as 6th Street Pedestrian Activated signal crossing – potential impacts to on-street parking.
- Memorialization Advisory Committee (MAC) Meetings – ongoing. Presentation to City Council on February 3rd on status.

7. Work Completed or Underway – See photos page 5-8

Over the course of January:

- **Civil works:**
 - Bottom-lift asphalt paving of laneway, parking areas and concrete curbing between Theatre and Arena was completed mid-December.
 - Most civil works to Maintenance/IT building have also been completed. Fortis gas line and meter remain to be done.
- **Roadworks** – laneway road-base sub-excavation, reconstruction and bottom-lift paving has been completed.
- **Drywall** – Interior walls on all floors progressing well.
- **Exterior boarding** - completed around the Theatre and moving towards gymnasium. Exterior cladding has arrived.
- **Exterior Glazing** – window installation is well underway on all floors.
- **M/IT Building** – foundations and footings are completed. Commencing with superstructure.

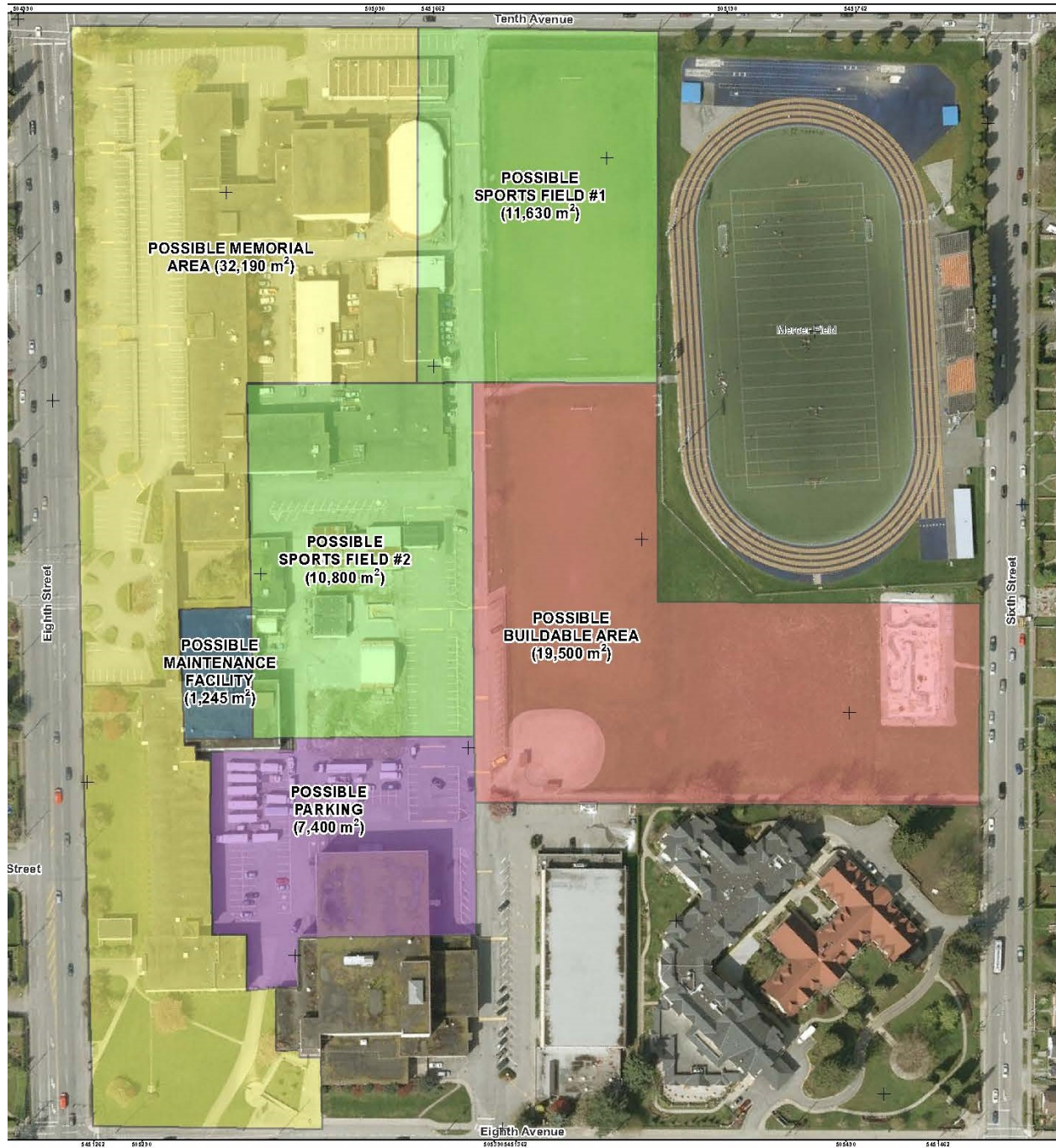
8. Looking into February/March:

- **Roadworks** – preparing for installation of Signalization at intersection of 8th Avenue and Pedestrian-activated signal on 6th Street access to new school. Construction of roadway (one-way egress) from M/IT build site to 6th Street underway.
- **Interior** – drywall, paint, electrical, plumbing and heating duct installation - ongoing.
- **Exterior** – insulation, lower-level concrete board and finish-cladding commencing on 6th Street frontage and working around southern face of school.
- **Maintenance/IT (MIT) Building** – superstructure continues.
- **Site workers** – current level is 120 – 140. Additional drywall crews have been added to Contractor's crew compliment.

Notes:

- **No changes to "Risk Summary"** – all items are "Low Risk".
- **Work hours for Graham Design-Builders** – Monday to Friday from 7:00 a.m. to 5 p.m.
- **Traffic/Pedestrian/Cycling movements through and around worksite on Municipal streets** are operating effectively and safely.

Figure 1 – Anticipated Location of Major Site Uses (January 2017)



Appendix 1 – Project Team

- **School District #40:**
 - o Karim Hachlaf, Superintendent
 - o Murray McLeod, NWSS Principal
 - o Dave Crowe, Director, Capital Projects
 - o Grant Lachmuth (Black Wolf Consulting Inc.), Project Officer



View from Roof Cam on Massey Theatre



Exterior view from 6th Street



View of Glazing Installation and Insulation



View of 3rd Floor drywall – painting begins.



View of 3rd Floor drywall – painting begins.



View of Level 2 floor area

Level 2 Area



Capital Projects, Operations and Planning

Lord Kelvin Elementary

Sprinkler piping refit, replacing all dry-system piping and straps, tees has been completed.

NWSS

We have been working with Murray McLeod, NWSS Principal, on how many phones and voice mails they will need for the new school. We have decided to go with MI Voice Office 250 VoIP Platform Description new phone system for NWSS and a new voice mail system for the district. Adam McMillian from Atel will be the supplier and programmer of the new phones.

We have been working on compiling all the inventory in preparation for the NWSS move. The report will be completed by February 6, 2020.

Other

Strategic Planning

The Operations team is currently working on target goals, staff training on February 14, completing projects as per 5-year capital plan, accessibility for all sites, evaluating the number of apprentices for the maintenance department, establish Green Team at middle and elementary schools.

We have reached some of our target goals: completed a Capital Project in 2019/20, the Custodial Best Practice Handbook 2019, and made available 48 daycare spaces.

Water Testing

School districts around the province are required to complete water testing on all school facilities once every 3 years. Since this requirement was put in place, to date, none of New Westminster Schools' sites tested have come back with any levels above the maximum acceptable concentrations. This year, the district will be conducting the annual lead testing by the end of March 2020 at Lord Kelvin, FW Howay, and Herbert Spencer Elementary schools, as well as Glenbrook and Queensborough Middle schools.

The last lead test conducted at NWSS was in March 2019. The lead levels came in below the maximum acceptable concentrations for all chemical and bacteriological health-related guidelines for Canadian Drinking Water Quality parameters. The tests were completed by a third party and results sent directly to the Ministry of Education. The district had originally posted signs, as a precaution, to run the water but this is unnecessary based on the results and, therefore, the signs have since been removed. The water is completely safe.

Finance

Presently the finance department is working on issuing T4's to staff, which will be sent out by the middle of February.

A significant amount of work is also being put in for the amended budget for 2019-20 and the preliminary budget for 2020-21.

Ministry & Other Submissions: February – March 2020

Submitted to:	Description	Date
Ministry of Education	Enrollment projections	February 14, 2020
Ministry of Education	2019-20 Amended Budget	February 28, 2020

Supplement to: OPERATIONS POLICY & PLANNING COMMITTEE**Date:** February 11, 2020**Submitted by:** Bettina Ketcham, Secretary-Treasurer**Item:** **Requiring Action** **Yes** ☒ **No** ☐ **For Information** ☐**Subject:** 2019-2020 Amended Budget**Background:**

Annually, the amended budget is due at the end of February. In December of each year, the Ministry provides a grant recalculation based on the September 1701 enrolment capture. Below is an analysis of the various categories which have changed.

Revenues

Overall, the District anticipates an overall reduction in revenues of \$1,395,093. This is predominantly caused by a reduction in the operating grant of \$1.8M from the preliminary budget submitted offset by anticipated increases in international education where we are able to recognize deferred revenue balances (\$313K) in the year and increases anticipated for interest (\$100K) and rental income (\$55K). The reduction in the operating grant stems mainly from the decrease in Full Time Equivalent (FTE) claimed in the area of continuing education and distributed learning.

Not reflected in operating revenues is additional funding the District received for 8.0 FTE in Classroom Enhancement Fund (CEF) staffing due to a previous under-claim (not due to enrolment growth). The net increase to funding from CEF, after a decrease in remedies funding was \$738,274. This effectively allows the district to charge staffing costs against this fund, which would have otherwise been charged to the operating fund.

Expenses

In November 2019, meetings were conducted with department leads for learning services, Human Resources, Technical Information Services (TIS) and Maintenance to obtain a better understanding of needs for the remainder of the year. Adjustments as necessary were made to reflect anticipated results. The District also made every effort to ensure the special purpose grant funding was utilized – specifically, CEF, Community Link. The district also enhanced its precision of salaries and benefits and are able to capture true costs of staff in buildings rather than using average teacher costs.

<u>COST INCREASE / (DECREASE):</u>			
Board appropriated surplus expenditure (October 2019) - revenue related portion of \$291K captured in revenues		334,000	Note 1
Board Appropriated Surplus (October 2019)		30,962	Note 2
Increase in International Ed expenses		14,434	Note 3
Miscellaneous Adjustments to supplies		(190,371)	Note 4
Salaries Adjustment		(565,865)	Note 5
Benefits adjustment		(554,209)	Note 6
Technology adjustment		(47,864)	Note 7
Transfer Mental Health expenses to SPF		(28,500)	Note 8
COST INCREASES/(DECREASES)	\$	-	\$ (1,007,413)

Notes 1 / 2 – In October 2019 the Board approved \$625,000 in surplus appropriation as a result of increased costs for supports for students with special needs \$105,099, Medical Services Plan (MSP) payments for international students of \$136,000, and late 2018-19 carry-forward balances of \$91,723. In addition to these cost pressures, \$291,000 related to enrolment funding pressures to revenue. The costs noted here represent these cost pressures. Note that the \$291K is reflected in the updates to revenues balances and is included in the overall revenue reduction of \$1,395,093.

Note 3 – Given the International program is undergoing changes due to space constraints in the district, we have made efforts to reduce the supplies and services costs. Offsetting reductions of over \$40,000, allocations were made to supplement learning resources to school sites in the amount of \$56,834 resulting in a net investment of \$14,434.

Note 4 – The largest adjustment made to supplies relates to natural gas. Last year, due to the ruptured pipe in Alberta, the cost of gas increased substantially. This year, the rates have returned to normal and we are able to realize a savings compared to the anticipated cost, which were pegged to prior year expenses. The reduction in anticipated gas costs is \$160,000.

Note 5 – Salaries adjustments come from all groups – CUPE, Teachers, and Exempt staff. Due to the ability to utilize special purpose funds, we were able to optimize those accounts which had a positive effect on expenses.

Note 6 – Due to the adjustment in salaries we were able to realize a savings in benefits as well of approximately \$140,700. The remainder of the decrease is enhancing the overall precision of benefits calculations.

Note 7 – The District will revisit the implementation of multi-functional devices and digitization of workflows. The anticipated cost of this initiative was \$150,000, which represents a savings, however, an additional \$50,000 was required for IT infrastructure and another \$50,000 repurposed to hire an IT consultant to assess the district's state and assist in next steps.

Note 8 – The ministry would like us to report this as a special purpose fund. Both the revenue and expenses have been moved to a different fund.



Surplus

Accumulated Surplus Beginning of Year	4,940,089
Preliminary budget surplus appropriation	
Earthquake Emergency Provisions	100,000
Teacher Mentor 0.6 FTE	60,495
Digital Archive Filing	50,000
Paperless Workflow Project (A/Pay & Inclusion files)	100,000
Attendance Management Program Coop Student	20,000
Special Education Review	50,000
Strategic Plan Project	25,000
Cleanliness Review: Automation Equipment	20,000
	425,495
Additional preliminary surplus appropriation	
Fine Arts Surplus Appropriation	129,587
Fine Arts Surplus Appropriation - Staffing - Teaching - District 0.5 FTE	50,413
	180,000
2018-19 carry forward costs	
School 1819 Carry Forwards	27,183
Innovation Grant 1819 Carry Forward	17,184
Other 18-19 restricted balances	9,446
18/19 Year End Commitments (Open Purchase Orders)	269,524
	323,337
Mid-year budget surplus request	
Funding shortfall	292,178
MSP for International Students	136,000
EA supports for students with special needs	105,099
2018-19 late carryforwards	91,723
	625,000
"Return" of surplus dollars (amended budget 2020)	(712,896)
Other	
McBride contribution	1,000,000
Anticipated Remaining Surplus end of year (4.57% of revenues)	3,099,153

Prior to the start of the school year, the board had approved to utilize \$928,932 of its accumulated surplus balance. An additional request was made in October 2019 for \$625,000. Given the above savings realized of well over \$1M, the \$625,000 originally requested will no longer need to be utilized.

The district is still anticipating the use of accumulated surplus, however, rather than \$928,932, \$840,936 will be utilized for operating purposes.

Finally, the District is required to contribute \$1,000,000 to the McBride replacement project. This funding needs to come from the accumulated surplus reserve and is over and above the \$840,936 noted above. Please see below for the recommendation relating to this request. Not contemplated yet are the furniture and equipment that will need to be purchased for NWSS through the use of surplus funds.

Recommendations:

THAT the Operations Policy and Planning Committee recommend to the Board of Education of School District No. 40 (New Westminster) that \$1,000,000 of surplus be appropriated and transferred to local capital for the contribution related to the Richard McBride Elementary seismic replacement project.

The School Act- Section 68 (4) states:

"The Board may not give a By-Law more than 2 readings at any one meeting unless the members of the Board who are present at the meeting unanimously agree to give the By-Law all 3 readings at that meeting"

THAT the Operations Policy and Planning Committee recommend to the Board of Education of School District No. 40 (New Westminster) adoption of the three readings of the amended budget bylaw for fiscal year 2019/20.

THAT the Operations Policy and Planning Committee recommend to the Board of Education of School District No. 40 (New Westminster) approval of first and second reading of the amended budget bylaw for fiscal year 2019/20.

THAT the Operations Policy and Planning Committee recommend to the Board of Education of School District No. 40 (New Westminster) approval of third reading, reconsideration and final adoption of the amended budget bylaw for fiscal year 2019/20.

Amended Annual Budget

School District No. 40 (New Westminster)

June 30, 2020

School District No. 40 (New Westminster)

June 30, 2020

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*NOTE - Statement 1, Statement 3, Statement 5 and Schedules 4A - 4D are used for Financial Statement reporting only.

AMENDED ANNUAL BUDGET BYLAW

A Bylaw of THE BOARD OF EDUCATION OF SCHOOL DISTRICT NO. 40 (NEW WESTMINSTER) (called the "Board") to adopt the Amended Annual Budget of the Board for the fiscal year 2019/2020 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 Amended Annual Budget adopted by this bylaw.
2. This bylaw may be cited as School District No. 40 (New Westminster) Amended Annual Budget Bylaw for fiscal year 2019/2020.
3. The attached Statement 2 showing the estimated revenue and expense for the 2019/2020 fiscal year and the total budget bylaw amount of \$83,649,255 for the 2019/2020 fiscal year was prepared in accordance with the *Act*.
4. Statement 2, 4 and Schedules 1 to 4 are adopted as the Amended Annual Budget of the Board for the fiscal year 2019/2020.

READ A FIRST TIME THE 25th DAY OF FEBRUARY, 2020;

READ A SECOND TIME THE 25th DAY OF FEBRUARY, 2020;

READ A THIRD TIME, PASSED AND ADOPTED THE 25th DAY OF FEBRUARY, 2020;

(Corporate Seal)

Chairperson of the Board

Secretary Treasurer

I HEREBY CERTIFY this to be a true original of School District No. 40 (New Westminister)
Amended Annual Budget Bylaw 2019/2020, adopted by the Board the 25th DAY OF FEBRUARY, 2020.

Secretary Treasurer

School District No. 40 (New Westminster)

Statement 2

Amended Annual Budget - Revenue and Expense

Year Ended June 30, 2020

	2020 Amended Annual Budget	2020 Annual Budget
Ministry Operating Grant Funded FTE's		
School-Age	6,538.250	6,561.750
Adult	336.000	218.250
Total Ministry Operating Grant Funded FTE's	6,874.250	6,780.000
Revenues	\$	\$
Provincial Grants		
Ministry of Education	72,285,583	73,141,840
Other	162,000	
Tuition	3,588,290	3,766,100
Other Revenue	2,634,962	1,706,500
Rentals and Leases	255,000	200,000
Investment Income	500,500	400,500
Amortization of Deferred Capital Revenue	2,344,524	2,357,395
Total Revenue	81,770,859	81,572,335
Expenses		
Instruction	68,729,179	67,361,462
District Administration	3,583,197	3,916,547
Operations and Maintenance	10,211,236	10,176,262
Transportation and Housing	340,231	308,269
Total Expense	82,863,843	81,762,540
Net Revenue (Expense)	(1,092,984)	(190,205)
Budgeted Allocation (Retirement) of Surplus (Deficit)	1,840,936	425,495
Budgeted Surplus (Deficit), for the year	747,952	235,290
Budgeted Surplus (Deficit), for the year comprised of:		
Operating Fund Surplus (Deficit)		
Special Purpose Fund Surplus (Deficit)		
Capital Fund Surplus (Deficit)	747,952	235,290
Budgeted Surplus (Deficit), for the year	747,952	235,290

School District No. 40 (New Westminster)

Amended Annual Budget - Revenue and Expense
Year Ended June 30, 2020

	2020 Amended Annual Budget	2020 Annual Budget
Budget Bylaw Amount		
Operating - Total Expense	68,610,877	69,190,529
Operating - Tangible Capital Assets Purchased	500,000	900,000
Special Purpose Funds - Total Expense	10,935,080	9,333,534
Special Purpose Funds - Tangible Capital Assets Purchased	220,814	215,872
Capital Fund - Total Expense	3,317,886	3,238,477
Capital Fund - Tangible Capital Assets Purchased from Local Capital	64,598	64,598
Total Budget Bylaw Amount	83,649,255	82,943,010

Approved by the Board

Signature of the Chairperson of the Board of Education

Date Signed

Signature of the Superintendent

Date Signed

Signature of the Secretary Treasurer

Date Signed

DRAFT

School District No. 40 (New Westminster)

Statement 4

Amended Annual Budget - Changes in Net Financial Assets (Debt)

Year Ended June 30, 2020

	2020 Amended Annual Budget	2020 Annual Budget
	\$	\$
Surplus (Deficit) for the year	(1,092,984)	(190,205)
Effect of change in Tangible Capital Assets		
Acquisition of Tangible Capital Assets		
From Operating and Special Purpose Funds	(720,814)	(1,115,872)
From Local Capital	(64,598)	(64,598)
From Deferred Capital Revenue	(41,149,488)	
Total Acquisition of Tangible Capital Assets	(41,934,900)	(1,180,470)
Amortization of Tangible Capital Assets	3,317,886	3,238,477
Total Effect of change in Tangible Capital Assets	(38,617,014)	2,058,007
Acquisitions of Prepaid Expenses	180,000	
Use of Prepaid Expenses	(178,346)	
	1,654	-
(Increase) Decrease in Net Financial Assets (Debt)	(39,708,344)	1,867,802

School District No. 40 (New Westminster)

Schedule 1

Amended Annual Budget - Schedule of Changes in Accumulated Surplus (Deficit) by Fund
Year Ended June 30, 2020

	Operating Fund	Special Purpose Fund	Capital Fund	2020 Amended Annual Budget
	\$	\$	\$	\$
Accumulated Surplus (Deficit), beginning of year	4,940,089	-	22,556,812	27,496,901
Changes for the year				
Net Revenue (Expense) for the year	(340,936)	220,814	(972,862)	(1,092,984)
Interfund Transfers				
Tangible Capital Assets Purchased	(500,000)	(220,814)	720,814	-
Local Capital	(1,000,000)		1,000,000	-
Net Changes for the year	(1,840,936)	-	747,952	(1,092,984)
Budgeted Accumulated Surplus (Deficit), end of year	3,099,153	-	23,304,764	26,403,917

School District No. 40 (New Westminster)

Schedule 2

Amended Annual Budget - Operating Revenue and Expense
Year Ended June 30, 2020

	2020 Amended Annual Budget	2020 Annual Budget
	\$	\$
Revenues		
Provincial Grants		
Ministry of Education	63,281,305	64,992,434
Other	162,000	
Tuition	3,588,290	3,766,100
Other Revenue	483,346	306,500
Rentals and Leases	255,000	200,000
Investment Income	500,000	400,000
Total Revenue	68,269,941	69,665,034
Expenses		
Instruction	57,809,157	58,047,928
District Administration	3,583,197	3,916,547
Operations and Maintenance	6,906,354	6,936,010
Transportation and Housing	312,169	290,044
Total Expense	68,610,877	69,190,529
Net Revenue (Expense)	(340,936)	474,505
Budgeted Prior Year Surplus Appropriation	1,840,936	425,495
Net Transfers (to) from other funds		
Tangible Capital Assets Purchased	(500,000)	(900,000)
Local Capital	(1,000,000)	
Total Net Transfers	(1,500,000)	(900,000)
Budgeted Surplus (Deficit), for the year	-	-

School District No. 40 (New Westminster)

Schedule 2A

Amended Annual Budget - Schedule of Operating Revenue by Source
Year Ended June 30, 2020

	2020 Amended Annual Budget	2020 Annual Budget
	\$	\$
Provincial Grants - Ministry of Education		
Operating Grant, Ministry of Education	61,938,097	63,744,951
ISC/LEA Recovery		-
Other Ministry of Education Grants		
Pay Equity	521,853	521,853
Funding for Graduated Adults	164,373	70,470
Transportation Supplement	6,073	4,251
Carbon Tax Grant	50,000	50,000
Employer Health Tax Grant	546,018	546,018
Support Staff Benefits Grant	46,704	46,704
FSA Exam Funding	8,187	8,187
Total Provincial Grants - Ministry of Education	63,281,305	64,992,434
Provincial Grants - Other	162,000	-
Federal Grants	-	-
Tuition		
Summer School Fees	36,190	90,000
Continuing Education	86,100	257,100
International and Out of Province Students	3,466,000	3,419,000
Total Tuition	3,588,290	3,766,100
Other Revenues		
Funding from First Nations		-
Miscellaneous		
Cafeteria	130,000	130,000
Apprenticeship Program	-	100,000
Miscellaneous	353,346	76,500
Total Other Revenue	483,346	306,500
Rentals and Leases	255,000	200,000
Investment Income	500,000	400,000
Total Operating Revenue	68,269,941	69,665,034

School District No. 40 (New Westminster)

Schedule 2B

Amended Annual Budget - Schedule of Operating Expense by Object
Year Ended June 30, 2020

	2020 Amended Annual Budget	2020 Annual Budget
	\$	\$
Salaries		
Teachers	29,583,811	29,933,126
Principals and Vice Principals	3,603,270	3,552,923
Educational Assistants	5,703,365	5,769,519
Support Staff	5,435,860	5,615,545
Other Professionals	2,750,203	2,903,027
Substitutes	2,082,175	1,652,860
Total Salaries	49,158,684	49,427,000
Employee Benefits	12,165,933	13,216,280
Total Salaries and Benefits	61,324,617	62,643,280
Services and Supplies		
Services	2,371,875	1,581,681
Student Transportation	196,534	170,500
Professional Development and Travel	517,965	520,400
Rentals and Leases	233,400	392,998
Dues and Fees	241,400	233,150
Insurance	111,000	121,000
Interest	-	-
Supplies	2,462,580	2,165,320
Utilities	1,151,506	1,362,200
Total Services and Supplies	7,286,260	6,547,249
Total Operating Expense	68,610,877	69,190,529

School District No. 40 (New Westminster)

Schedule 2C

Amended Annual Budget - Operating Expense by Function, Program and Object

Year Ended June 30, 2020

	Teachers Salaries	Principals and Vice Principals Salaries	Educational Assistants Salaries	Support Staff Salaries	Other Professionals Salaries	Substitutes Salaries	Total Salaries
	\$	\$	\$	\$	\$	\$	\$
1 Instruction							
1.02 Regular Instruction	23,705,858	950,433		167,300		1,006,802	25,830,393
1.03 Career Programs	367,423			139,634			507,057
1.07 Library Services	149,591			41,543		6,933	198,067
1.08 Counselling	525,926				50,154	18,302	594,382
1.10 Special Education	2,114,600		5,703,365		131,865	717,733	8,667,563
1.30 English Language Learning	775,072					5,000	780,072
1.31 Indigenous Education	117,074			206,060		3,000	326,134
1.41 School Administration	-	2,518,759		1,391,575	63,402	85,221	4,058,957
1.60 Summer School	123,078	14,813		2,677		3,804	144,372
1.61 Continuing Education	848,008	119,265		94,258			1,061,531
1.62 International and Out of Province Students	857,181			52,188	375,696	30,395	1,315,460
1.64 Other							-
Total Function 1	29,583,811	3,603,270	5,703,365	2,095,235	621,117	1,877,190	43,483,988
4 District Administration							
4.11 Educational Administration				5,000	490,608	6,000	501,608
4.40 School District Governance					245,695		245,695
4.41 Business Administration				485,988	923,675	52,653	1,462,316
Total Function 4	-	-	-	490,988	1,659,978	58,653	2,209,619
5 Operations and Maintenance							
5.41 Operations and Maintenance Administration				99,760	301,716	5,000	406,476
5.50 Maintenance Operations				2,303,683	167,392	135,000	2,606,075
5.52 Maintenance of Grounds				276,716			276,716
5.56 Utilities							-
Total Function 5	-	-	-	2,680,159	469,108	140,000	3,289,267
7 Transportation and Housing							
7.70 Student Transportation				169,478		6,332	175,810
Total Function 7	-	-	-	169,478	-	6,332	175,810
9 Debt Services							
Total Function 9	-	-	-	-	-	-	-
Total Functions 1 - 9	29,583,811	3,603,270	5,703,365	5,435,860	2,750,203	2,082,175	49,158,684

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School District No. 40 (New Westminster)

Schedule 2C

Amended Annual Budget - Operating Expense by Function, Program and Object

Year Ended June 30, 2020

	Total Salaries	Employee Benefits	Total Salaries and Benefits	Services and Supplies	2020 Amended Annual Budget	2020 Annual Budget
	\$	\$	\$	\$	\$	\$
1 Instruction						
1.02 Regular Instruction	25,830,393	6,387,674	32,218,067	2,298,023	34,516,090	34,814,368
1.03 Career Programs	507,057	122,641	629,698	32,091	661,789	308,640
1.07 Library Services	198,067	48,981	247,048	31,366	278,414	447,933
1.08 Counselling	594,382	141,886	736,268	17,400	753,668	832,704
1.10 Special Education	8,667,563	2,390,472	11,058,035	346,843	11,404,878	10,684,895
1.30 English Language Learning	780,072	175,189	955,261	3,000	958,261	1,558,020
1.31 Indigenous Education	326,134	73,191	399,325	18,104	417,429	455,625
1.41 School Administration	4,058,957	1,002,635	5,061,592	47,350	5,108,942	5,125,965
1.60 Summer School	144,372	25,861	170,233	5,000	175,233	181,399
1.61 Continuing Education	1,061,531	244,152	1,305,683	96,435	1,402,118	1,739,545
1.62 International and Out of Province Students	1,315,460	291,973	1,607,433	520,352	2,127,785	1,898,834
1.64 Other	-	-	-	4,550	4,550	-
Total Function 1	43,483,988	10,904,655	54,388,643	3,420,514	57,809,157	58,047,928
4 District Administration						
4.11 Educational Administration	501,608	97,985	599,593	285,224	884,817	877,421
4.40 School District Governance	245,695	25,375	271,070	83,700	354,770	319,817
4.41 Business Administration	1,462,316	285,780	1,748,096	595,514	2,343,610	2,719,309
Total Function 4	2,209,619	409,140	2,618,759	964,438	3,583,197	3,916,547
5 Operations and Maintenance						
5.41 Operations and Maintenance Administration	406,476	86,931	493,407	99,700	593,107	765,541
5.50 Maintenance Operations	2,606,075	663,703	3,269,778	1,561,102	4,830,880	4,577,236
5.52 Maintenance of Grounds	276,716	71,145	347,861	49,000	396,861	348,033
5.56 Utilities	-	-	-	1,085,506	1,085,506	1,245,200
Total Function 5	3,289,267	821,779	4,111,046	2,795,308	6,906,354	6,936,010
7 Transportation and Housing						
7.70 Student Transportation	175,810	30,359	206,169	106,000	312,169	290,044
Total Function 7	175,810	30,359	206,169	106,000	312,169	290,044
9 Debt Services						
Total Function 9	-	-	-	-	-	-
Total Functions 1 - 9	49,158,684	12,165,933	61,324,617	7,286,260	68,610,877	69,190,529

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School District No. 40 (New Westminster)

Amended Annual Budget - Special Purpose Revenue and Expense
Year Ended June 30, 2020

	2020 Amended Annual Budget	2020 Annual Budget
	\$	\$
Revenues		
Provincial Grants		
Ministry of Education	9,004,278	8,149,406
Other Revenue	2,151,616	1,400,000
Total Revenue	11,155,894	9,549,406
Expenses		
Instruction	10,920,022	9,313,534
Operations and Maintenance	15,058	20,000
Total Expense	10,935,080	9,333,534
Net Revenue (Expense)	220,814	215,872
Net Transfers (to) from other funds		
Tangible Capital Assets Purchased	(220,814)	(215,872)
Total Net Transfers	(220,814)	(215,872)
Budgeted Surplus (Deficit), for the year	-	-

School District No. 40 (New Westminster)
Amended Annual Budget - Changes in Special Purpose Funds
Year Ended June 30, 2020

	Annual Facility Grant	Learning Improvement Fund	Special Education Equipment	Scholarships and Bursaries	School Generated Funds	Strong Start	Ready, Set, Learn	OLEP	CommunityLINK
	\$	\$	\$	\$	\$	\$		\$	\$
Deferred Revenue, beginning of year	-	-	24,977	414,142	1,238,692	-	12,007	28,935	630,620
Add: Restricted Grants									
Provincial Grants - Ministry of Education	235,872	237,653				99,383	31,607	149,244	1,524,294
Other				140,632	1,883,808				25,000
	235,872	237,653	-	140,632	1,883,808	99,383	31,607	149,244	1,549,294
Less: Allocated to Revenue	235,872	237,653	24,977	140,632	1,883,808	99,383	43,614	178,179	2,179,914
Deferred Revenue, end of year	-	-	-	414,142	1,238,692	-	-	-	-
Revenues									
Provincial Grants - Ministry of Education	235,872	237,653	24,977			99,383	43,614	178,179	2,154,914
Other Revenue				140,632	1,883,808				25,000
	235,872	237,653	24,977	140,632	1,883,808	99,383	43,614	178,179	2,179,914
Expenses									
Salaries									
Teachers								35,000	644,471
Educational Assistants		189,365							
Support Staff						66,729			600,043
Other Professionals									84,469
Substitutes							4,416	5,000	13,316
	-	189,365	-	-	-	66,729	4,416	40,000	1,342,299
Employee Benefits		48,288				24,803	750	12,500	296,084
Services and Supplies	15,058		24,977	140,632	1,883,808	7,851	38,448	125,679	541,531
	15,058	237,653	24,977	140,632	1,883,808	99,383	43,614	178,179	2,179,914
Net Revenue (Expense) before Interfund Transfers	220,814	-	-	-	-	-	-	-	-
Interfund Transfers									
Tangible Capital Assets Purchased	(220,814)								
	(220,814)	-	-	-	-	-	-	-	-
Net Revenue (Expense)	-	-	-	-	-	-	-	-	-

School District No. 40 (New Westminster)
Amended Annual Budget - Changes in Special Purpose Funds
Year Ended June 30, 2020

	Classroom Enhancement Fund - Overhead	Classroom Enhancement Fund - Staffing	Classroom Enhancement Fund - Remedies	First Nation Student Transportation	Mental Health in Schools	Changing Results for Young Children	United Way	TOTAL
	\$	\$	\$	\$	\$	\$	\$	\$
Deferred Revenue, beginning of year	-	42,788	26,986	-	-	-	27,176	2,446,323
Add: Restricted Grants								
Provincial Grants - Ministry of Education	418,499	5,226,659	286,254	-	28,500	-		8,237,965
Other							75,000	2,124,440
	418,499	5,226,659	286,254	-	28,500	-	75,000	10,362,405
Less: Allocated to Revenue	418,499	5,269,447	313,240	-	28,500	-	102,176	11,155,894
Deferred Revenue, end of year	-	-	-	-	-	-	-	1,652,834
Revenues								
Provincial Grants - Ministry of Education	418,499	5,269,447	313,240		28,500			9,004,278
Other Revenue							102,176	2,151,616
	418,499	5,269,447	313,240	-	28,500	-	102,176	11,155,894
Expenses								
Salaries								
Teachers		4,320,931						5,000,402
Educational Assistants								189,365
Support Staff	150,945							817,717
Other Professionals							71,327	155,796
Substitutes	145,875		96,992					265,599
	296,820	4,320,931	96,992	-	-	-	71,327	6,428,879
Employee Benefits	70,593	948,516	34,515				16,333	1,452,382
Services and Supplies	51,086		181,733		28,500		14,516	3,053,819
	418,499	5,269,447	313,240	-	28,500	-	102,176	10,935,080
Net Revenue (Expense) before Interfund Transfers	-	-	-	-	-	-	-	220,814
Interfund Transfers								
Tangible Capital Assets Purchased								(220,814)
	-	-	-	-	-	-	-	(220,814)
Net Revenue (Expense)	-	-	-	-	-	-	-	-

School District No. 40 (New Westminster)

Schedule 4

Amended Annual Budget - Capital Revenue and Expense

Year Ended June 30, 2020

	2020 Amended Annual Budget			2020
	Invested in Tangible Capital Assets	Local Capital	Fund Balance	Annual Budget
	\$	\$	\$	\$
Revenues				
Investment Income		500	500	500
Amortization of Deferred Capital Revenue	2,344,524		2,344,524	2,357,395
Total Revenue	2,344,524	500	2,345,024	2,357,895
Expenses				
Amortization of Tangible Capital Assets				
Operations and Maintenance	3,289,824		3,289,824	3,220,252
Transportation and Housing	28,062		28,062	18,225
Total Expense	3,317,886	-	3,317,886	3,238,477
Net Revenue (Expense)	(973,362)	500	(972,862)	(880,582)
Net Transfers (to) from other funds				
Tangible Capital Assets Purchased	720,814		720,814	1,115,872
Local Capital		1,000,000	1,000,000	
Total Net Transfers	720,814	1,000,000	1,720,814	1,115,872
Other Adjustments to Fund Balances				
Tangible Capital Assets Purchased from Local Capital	64,598	(64,598)	-	
Total Other Adjustments to Fund Balances	64,598	(64,598)	-	
Budgeted Surplus (Deficit), for the year	(187,950)	935,902	747,952	235,290

School	Technology	# of Units	# of Students		Students per device	Notes
						Internet Bandwidth is allocated by the Ministry based on student FTE numbers at each school. This is periodically reviewed. We can request for additional BW above their model but this cost is covered by the district on a yearly basis.
						Chromebooks must be refreshed every 5 years due to end of life/security updates
Elementary Schools					Device/Student Ratio	
McBride	iPads	59	429		0.51	
Bandwidth = 100Mbps	Chromebooks	160				
QE	iPads	43	430		0.52	
Bandwidth = 100Mbps	Chromebooks	182				
Connaught	iPads	8	171		0.71	
Bandwidth = 50Mbps	Chromebooks	113				
Tweedsmuir	iPads	41	377		0.58	
Bandwidth = 100Mbps	Chromebooks	180				
Qayqayt	iPads	42	530		0.42	
Bandwidth = 100Mbps	Chromebooks	155				
	Computer lab	30				
Kelvin	iPads	13	508		0.6	
Bandwidth = 100Mbps	Chromebooks	305				
Spencer	iPads	31	480		0.49	
Bandwidth = 100Mbps	Chromebooks	204				
Howay	iPads	16	107		0.86	
Bandwidth = 30Mbps	Chromebooks	77				
Home Learners	iPads	none	110		0.3	
Bandwidth = 30Mbps	Chromebooks	32				
Middle Schools	Technology	# of Units	# of Students		Students per device	
GMS	iPads	34	673		0.78	
Bandwidth = 200Mbps	Chromebooks	461				
	Computer Lab	30				
FRMS	iPads	17	505		0.85	
Bandwidth = 200Mbps	Chromebooks	382				
	Mobile Laptop Cart	30				
QMS	iPads	35	326		1	
Bandwidth = 200Mbps	Chromebooks	239				
	Computer Lab	30				
	Mobile Laptop Cart	30				
High School	Technology	# of Units	# of Students		Students per device	
NWSS	iPads	83	1964		0.4	
Bandwidth = 1000Mbps	Chromebooks	549				
	Computer lab	180				
POWER			41		0.95	
	Desktops	4				
	Chromebooks	35				
RCAP	Desktops	4	25		1.3	
	Chromebooks	29				

Adding 180 in New Building