

BOARD OF EDUCATION
SD NO. 40 (NEW WESTMINSTER)
OPERATIONS POLICY AND PLANNING COMMITTEE
AGENDA

Tuesday, November 14, 2023

6:30 pm

School Board Office (In-person & Via Zoom)

811 Ontario Street, New Westminster

The New Westminster School District recognizes and acknowledges the Qayqayt First Nation, 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>	6:30 PM
<p>Recommendation: THAT the agenda for the November 14, 2023 Operations Policy and Planning Committee meeting be adopted as distributed.</p>		
2.	<u>Comment & Question Period from Visitors</u>	6:30 PM
3.	<u>Reports from Senior Management</u>	
a.	Capital Projects Update	6:40 PM
	ii. Queen Elizabeth Elementary Expansion (Verbal) (K. Hachlaf)	
b.	Operations Update	6:45 PM
	i. Finance & Facilities Report (M. Brito & A. Grey)	3
	ii. Estimated Operating Grant Recalculation (A. Grey)	4
	iii. Queensborough Bussing Update (Verbal) (A. Grey)	
4.	<u>General Announcements</u>	7:00 PM
5.	<u>New Business</u>	7:05 PM
6.	<u>Old Business</u>	7:10 PM

7. Question Period (15 Minutes) 7:15 PM

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

8. Adjournment 7:30 PM

Capital Projects, Operations and Planning

1. The daycare portables have been delivered and placed at Howay and Tweedsmuir. Currently working on connecting portables to water, sprinkler and various other connections. On track for December/January completion of City occupancy, for Spring Break 2024 move in.
2. For short term capacity, we have applied for building permits to add another 2 portables and a washcar at Lord Tweedsmuir. Classroom portables now currently placed, working on connections. January placement of washcar portable.
3. Final stages of commissioning and closing out on 2023/2024 SEP and CNCP projects. Roofing complete at QMS (SEP), GMS mechanical reheats (SEP) and Spencer mechanical reheats (CNCP) nearing completion.

Finance

1. A Finance Toolkit session was offered to the District Leadership Team on October 19th. Topics presented included school budgets, school generated funds and purchasing processes.
2. The team worked through the required Ministry reporting as noted below.

Ministry & Other Submissions: October / November 2023

Submitted to:	Description	Date
PSEC Secretariat	Annual Executive Compensation Disclosure	October 6, 2023
Ministry of Education and Child Care	School District Quarterly GRE Financial Reporting – September	October 11, 2023
Ministry of Education and Child Care	Classroom Enhancement Fund (CEF) – Staffing and Learning Improvement Fund – 2023/24 Initial Reporting	October 13, 2023
Ministry of Education and Child Care	Event-Driven Reporting	October 19, 2023
Ministry of Education and Child Care	Employment Data and Analysis (EDAS) Reporting	October 31, 2023
Ministry of Education and Child Care	Community Link Reporting	November 1, 2023
Ministry of Education and Child Care	CEF – 2023/24 Initial Reporting - Remedies	November 17, 2023



Supplement to: **OPERATIONS POLICY AND PLANNING MEETING**

Date: November 14, 2023

Submitted by: Amy Grey, Assistant Secretary-Treasurer

Item: **Requiring Action** Yes No **For Information**

Subject: 2023-24 Estimated Operating Grant Recalculation

Background:

The September enrolment count process (1701) has been completed and submitted to the Ministry. Using this data, we have prepared a recalculation of the preliminary operating grant.

The preliminary operating grant was calculated based on enrolment projections submitted to the Ministry in February 2023 and is used in setting the 2023-24 preliminary budget. The 2023-24 amended budget approved by the Board in February 2024 will incorporate the Ministry’s recalculated operating grant. The below is an estimate and may differ from that confirmed by the Ministry in mid-December.

Estimated Operating Grant Recalculation

	CURRENT	ORIGINAL	DIFFERENCE
	2023/24	2023/24	2023/24
ESTIMATED FULL-YEAR OPERATING GRANT FUNDING - 2023/24	81,632,942	79,834,006	1,798,936

Overall, the operating grant for 2023-24 is estimated to increase by almost \$1.8 million as a result of the July and September enrolment counts. However, with this additional enrolment comes additional costs. Increases in teacher and support staff salaries and benefits to support the enrolment growth will offset some of this increase. In addition, portables are funded out of operational dollars and purchases to support the growing enrolment will also partially offset the expected increase in funding.

Highlighted below are areas contributing to the estimated increase in the operating grant.

Enrolment-Based Funding

	FTE			\$		
	CURRENT 2023/24	ORIGINAL 2023/24	DIFFERENCE 2023/24	CURRENT 2023/24	ORIGINAL 2023/24	DIFFERENCE 2023/24
Basic Allocation - Standard Schools	7,163.5000	7,105.0000	58.5000	61,785,188	61,280,625	504,563
Basic Allocation - Continuing Education	3.8750	1.0000	2.8750	33,422	8,625	24,797
Basic Allocation - Alternate Schools	123.7500	108.0000	15.7500	1,067,344	931,500	135,844
Basic Allocation - Online Learning	137.6875	143.3750	-5.6875	958,305	997,890	-39,585
Home School students (Headcount)	15	12	3.0000	3,750	3,000	750
Course Challenges (Number of)	11	11	0.0000	2,970	2,970	0
TOTAL ENROLMENT-BASED FUNDING (SEPTEMBER)	7,455	7,380	74	63,850,979	63,224,610	626,369

Overall, enrolment-based funding is estimated to be \$626,000 more than originally estimated. Actual September enrolment for standard schools is 58.5 more students than original projections which translates into \$505,000 in additional funding. Further, an increase in alternate school enrolment of 15.75 FTE over original projections contributes \$136,000 more funding.

Supplement for Unique Student Needs

	FTE			\$		
	CURRENT 2023/24	ORIGINAL 2023/24	DIFFERENCE 2023/24	CURRENT 2023/24	ORIGINAL 2023/24	DIFFERENCE 2023/24
Level 1 Special Needs	2	3	-1.0000	98,140	147,210	-49,070
Level 2 Special Needs	388	353	35.0000	9,032,640	8,217,840	814,800
Level 3 Special Needs	45	51	-6.0000	529,200	599,760	-70,560
English Language Learning (ELL)	1,656	1,500	156.0000	2,873,160	2,602,500	270,660
Indigenous Education	292	300	-8.0000	499,320	513,000	-13,680
Adult Education	14.3750	11.0000	3.3750	79,134	60,555	18,579
Equity of Opportunity Supplement				385,181	381,310	3,871
SUPPLEMENT FOR UNIQUE STUDENT NEEDS - TOTAL				13,496,775	12,522,175	974,600

The supplement for unique student needs is estimated to be \$975,000 more than original estimates. The increase in Level 2 students accounts for \$815,000 of this increase. Actual Level 2 enrolment is 35 more students than original estimates. Contributing to this increase is a greater volume of assessments being performed in the past year compared to prior years when COVID presented challenges in completing these assessments. English Language Learning enrolment is also more than projected, with 156 more students, resulting in additional funding of \$271,000. Decreases in Level 1 and Level 3 student enrolment compared to original estimates has slightly offset these increases.



July 2023, February 2024 and May 2024 Enrolment Counts

\$

	CURRENT	ORIGINAL	DIFFERENCE
	2023/24	2023/24	2023/24
ESTIMATED JULY FUNDING (SUMMER LEARNING)	454,995	270,145	184,850
ESTIMATED FEBRUARY FUNDING	575,126	575,126	0
ESTIMATED MAY FUNDING	304,350	304,350	0

The level of growth in the summer school programs was not anticipated when preliminary projections were submitted to the Ministry. The programs saw a significant increase in enrolment in July 2023 which contributes an additional \$185,000 to the recalculated operating grant.

Adjustments for February and May 2024 enrolment counts have not been incorporated into the estimated recalculation. Any expected changes, and the corresponding impact on funding, will be communicated through regular financial updates and financial projections for the year ending June 30, 2024.

Next Steps:

The increase to the operating grant will be reflected in the 2023-24 amended budget along with the related staffing adjustments that are required to support the enrolment growth and student needs reflected from this 1701 process. Other known adjustments will also be incorporated into the amended budget which will be approved by the Board and submitted to the Ministry in advance of February 28, 2024.