



SPECIAL REGULAR MEETING OF THE BOARD OF SCHOOL DISTRICT 10 (Arrow Lakes)

MINUTES

School Board Office

Tuesday May 2, 2017
3:30 pm

PRESENT

TRUSTEES: L. Brekke, Q. De Courcy, J. Struck, M. Teindl, R. Farrell

STAFF: T. Taylor, L. Newman, S. Brenna-Smith, M. Grenier

1. Call to Order

Board Chair L. Brekke called the meeting to order at 9:03 am.

2. Adoption of Agenda

Moved by Q. De Courcy, seconded by J. Struck, that the Board of Education of School District 10 (Arrow Lakes), adopt the agenda as amended.

Amendment to the Recommendation: *Amount of the 2017-2018 Budget Bylaw to be recorded as \$8,881,288.*

CARRIED

3. Acknowledgement of Notice of calling Special Meeting

The Board of Education for School District 10 (Arrow Lakes) acknowledge that 48 hours written notice was provided.

4. 2017-2018 Annual Budget Bylaw

Moved by Q. De Courcy, seconded by M. Teindl, that the Board of Education for School District 10 (Arrow Lakes), approve the Annual Budget Bylaw for the fiscal year 2017-2018 in the amount of \$8,881,288 pursuant to section 113 of the School Act, R.S.B.C., 1996, c. 412 as amended from time to time (called the "Act"); and that the 2017-2018 Annual Budget Bylaw be given all three readings at the Special Regular Meeting of the Board on May 2, 2017.

CARRIED

Moved by J. Struck, seconded by Q. De Courcy, that the Board of Education approve first reading of the Annual Budget Bylaw 2017-2018 in the amount of \$8,881.288

CARRIED

Moved by J. Struck, seconded by Q. De Courcy, that the Board of Education approve second reading of the Annual Budget Bylaw 2017-2018 in the amount of \$8,881.288

CARRIED

Moved by Q. De Courcy, seconded by R. Farrell, that the Board of Education approve, pass and adopt the third reading of the Annual Budget Bylaw 2017-2018 in the amount of \$8,881.288

CARRIED

5. ADJOURNMENT:

Q. De Courcy adjourned the meeting at 3:49pm.

L. Brekke
Chairperson

T. Taylor
Superintendent/Secretary-Treasurer

Annual Budget

School District No. 10 (Arrow Lakes)

June 30, 2018

School District No. 10 (Arrow Lakes)

June 30, 2018

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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. 10 (ARROW LAKES) (called the "Board") to adopt the Annual Budget of the Board for the fiscal year 2017/2018 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. 10 (Arrow Lakes) Annual Budget Bylaw for fiscal year 2017/2018.
3. The attached Statement 2 showing the estimated revenue and expense for the 2017/2018 fiscal year and the total budget bylaw amount of \$8,881,288 for the 2017/2018 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 2017/2018.

READ A FIRST TIME THE 2nd DAY OF MAY, 2017;

READ A SECOND TIME THE 2nd DAY OF MAY, 2017;

READ A THIRD TIME, PASSED AND ADOPTED THE 2nd DAY OF MAY, 2017;

(Corporate Seal)

Chairperson of the Board

Secretary Treasurer

I HEREBY CERTIFY this to be a true original of School District No. 10 (Arrow Lakes) Annual Budget Bylaw 2017/2018, adopted by the Board the 2nd DAY OF MAY, 2017.

Secretary Treasurer

School District No. 10 (Arrow Lakes)

Statement 2

Annual Budget - Revenue and Expense

Year Ended June 30, 2018

	2018 Annual Budget	2017 Amended Annual Budget
Ministry Operating Grant Funded FTE's		
School-Age	429,000	442,063
Total Ministry Operating Grant Funded FTE's	429,000	442,063
Revenues	\$	\$
Provincial Grants		
Ministry of Education	7,715,449	7,626,971
Other	18,000	18,000
Tuition		25,500
Other Revenue	210,000	231,600
Rentals and Leases	6,000	6,000
Investment Income	41,600	41,500
Amortization of Deferred Capital Revenue	401,090	372,220
Total Revenue	8,392,139	8,321,791
Expenses		
Instruction	5,987,759	5,852,189
District Administration	764,143	784,826
Operations and Maintenance	1,564,340	1,570,858
Transportation and Housing	507,908	485,576
Total Expense	8,824,150	8,693,449
Net Revenue (Expense)	(432,011)	(371,658)
Budgeted Allocation (Retirement) of Surplus (Deficit)	329,330	317,391
Budgeted Surplus (Deficit), for the year	(102,681)	(54,267)
Budgeted Surplus (Deficit), for the year comprised of:		
Operating Fund Surplus (Deficit)		
Special Purpose Fund Surplus (Deficit)		
Capital Fund Surplus (Deficit)	(102,681)	(54,267)
Budgeted Surplus (Deficit), for the year	(102,681)	(54,267)

School District No. 10 (Arrow Lakes)

Statement 2

Annual Budget - Revenue and Expense

Year Ended June 30, 2018

	2018 Annual Budget	2017 Amended Annual Budget
Budget Bylaw Amount		
Operating - Total Expense	7,413,791	7,541,589
Operating - Tangible Capital Assets Purchased		57,000
Special Purpose Funds - Total Expense	847,850	615,051
Special Purpose Funds - Tangible Capital Assets Purchased	57,138	51,822
Capital Fund - Total Expense	562,509	536,809
Total Budget Bylaw Amount	8,881,288	8,802,271

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

School District No. 10 (Arrow Lakes)

Statement 4

Annual Budget - Changes in Net Financial Assets (Debt)

Year Ended June 30, 2018

	2018 Annual Budget	2017 Amended Annual Budget
	\$	\$
Surplus (Deficit) for the year	(432,011)	(371,658)
Effect of change in Tangible Capital Assets		
Acquisition of Tangible Capital Assets		
From Operating and Special Purpose Funds	(57,138)	(108,822)
From Deferred Capital Revenue	(728,956)	(897,084)
Total Acquisition of Tangible Capital Assets	(786,094)	(1,005,906)
Amortization of Tangible Capital Assets	562,509	536,809
Total Effect of change in Tangible Capital Assets	(223,585)	(469,097)
	-	-
(Increase) Decrease in Net Financial Assets (Debt)	(655,596)	(840,755)

School District No. 10 (Arrow Lakes)

Schedule 2

Annual Budget - Operating Revenue and Expense

Year Ended June 30, 2018

	2018 Annual Budget \$	2017 Amended Annual Budget \$
Revenues		
Provincial Grants		
Ministry of Education	7,020,461	7,160,098
Other	18,000	18,000
Tuition		25,500
Other Revenue		31,600
Rentals and Leases	6,000	6,000
Investment Income	40,000	40,000
Total Revenue	7,084,461	7,281,198
Expenses		
Instruction	5,139,909	5,237,138
District Administration	764,143	784,826
Operations and Maintenance	1,140,491	1,156,275
Transportation and Housing	369,248	363,350
Total Expense	7,413,791	7,541,589
Net Revenue (Expense)	(329,330)	(260,391)
Budgeted Prior Year Surplus Appropriation	329,330	317,391
Net Transfers (to) from other funds		
Tangible Capital Assets Purchased	-	(57,000)
Total Net Transfers	-	(57,000)
Budgeted Surplus (Deficit), for the year	-	-

School District No. 10 (Arrow Lakes)

Schedule 2A

Annual Budget - Schedule of Operating Revenue by Source

Year Ended June 30, 2018

	2018 Annual Budget	2017 Amended Annual Budget
	\$	\$
Provincial Grants - Ministry of Education		
Operating Grant, Ministry of Education	6,941,736	7,009,178
Other Ministry of Education Grants		
Pay Equity	40,560	40,560
Transportation Supplement	42,675	42,675
Return of Administrative Savings	36,091	36,091
Shoulder Tappers Grant		17,500
Foundation Skills Assessment Funding		4,094
Carbon Tax Grant		10,000
Reduction based on reduced enrolment	(40,601)	
Total Provincial Grants - Ministry of Education	7,020,461	7,160,098
Provincial Grants - Other	18,000	18,000
Tuition		
International and Out of Province Students	-	25,500
Total Tuition	-	25,500
Other Revenues		
Miscellaneous		
Cultural ArtStarts Grants	-	15,600
Growing Innovation Grant	-	1,000
Sale of Bus	-	15,000
Total Other Revenue	-	31,600
Rentals and Leases	6,000	6,000
Investment Income	40,000	40,000
Total Operating Revenue	7,084,461	7,281,198

School District No. 10 (Arrow Lakes)

Schedule 2B

Annual Budget - Schedule of Operating Expense by Object
Year Ended June 30, 2018

	2018 Annual Budget	2017 Amended Annual Budget
	\$	\$
Salaries		
Teachers	2,398,461	2,414,089
Principals and Vice Principals	589,240	583,451
Educational Assistants	398,604	364,642
Support Staff	684,364	707,829
Other Professionals	555,026	537,647
Substitutes	153,379	161,746
Total Salaries	4,779,074	4,769,404
Employee Benefits	1,257,697	1,227,289
Total Salaries and Benefits	6,036,771	5,996,693
Services and Supplies		
Services	385,338	440,988
Student Transportation	-	4,650
Professional Development and Travel	248,858	306,607
Rentals and Leases	350	350
Dues and Fees	22,000	22,000
Insurance	38,451	38,451
Interest	-	-
Supplies	466,593	496,420
Utilities	215,430	235,430
Total Services and Supplies	1,377,020	1,544,896
Total Operating Expense	7,413,791	7,541,589

School District No. 10 (Arrow Lakes)

Annual Budget - Operating Expense by Function, Program and Object

Year Ended June 30, 2018

Schedule 2C

	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	2,164,382	250,665		65,976	20,025	94,403	2,595,451
1.03 Career Programs							
1.07 Library Services				13,209			
1.08 Counselling	61,519						13,209
1.10 Special Education	147,638	42,678	398,604				61,519
1.31 Aboriginal Education	24,922	5,173				23,209	612,129
1.41 School Administration		277,791		65,976			30,095
1.62 International and Out of Province Students							343,767
Total Function 1	2,398,461	576,307	398,604	145,161	20,025	117,612	3,656,170
4 District Administration							
4.11 Educational Administration		12,933			190,575		203,508
4.40 School District Governance					56,500		56,500
4.41 Business Administration					125,190		125,190
Total Function 4	-	12,933	-	-	372,265	-	385,198
5 Operations and Maintenance							
5.41 Operations and Maintenance Administration					73,859		73,859
5.50 Maintenance Operations				354,475	70,571	26,732	451,778
5.52 Maintenance of Grounds				16,409			16,409
5.56 Utilities							
Total Function 5	-	-	-	370,884	144,430	26,732	542,046
7 Transportation and Housing							
7.41 Transportation and Housing Administration					18,306		18,306
7.70 Student Transportation				168,319		9,035	177,354
Total Function 7	-	-	-	168,319	18,306	9,035	195,660
9 Debt Services							
Total Function 9	-	-	-	-	-	-	-
Total Functions 1 - 9	2,398,461	589,240	398,604	684,364	555,026	153,379	4,779,074

School District No. 10 (Arrow Lakes)

Annual Budget - Operating Expense by Function, Program and Object
Year Ended June 30, 2018

	Total Salaries \$	Employee Benefits \$	Total Salaries and Benefits \$	Services and Supplies \$	2018 Annual Budget \$	2017 Amended Annual Budget \$
1 Instruction						
1.02 Regular Instruction	2,595,451	700,052	3,295,503	354,127	3,649,630	3,724,954
1.03 Career Programs	-	-	-	6,975	6,975	7,075
1.07 Library Services	13,209	3,434	16,643	13,103	29,746	65,998
1.08 Counselling	61,519	16,610	78,129	900	79,029	103,716
1.10 Special Education	612,129	161,289	773,418	90,101	863,519	809,057
1.31 Aboriginal Education	30,095	8,126	38,221	28,329	66,550	71,700
1.41 School Administration	343,767	90,808	434,575	9,885	444,460	408,432
1.62 International and Out of Province Students	-	-	-	-	-	46,206
Total Function 1	3,656,170	980,319	4,636,489	503,420	5,139,909	5,237,138
4 District Administration						
4.11 Educational Administration	203,508	54,417	257,925	41,000	298,925	283,009
4.40 School District Governance	56,500	1,130	57,630	45,300	102,930	102,930
4.41 Business Administration	125,190	31,297	156,487	205,801	362,288	398,887
Total Function 4	385,198	86,844	472,042	292,101	764,143	784,826
5 Operations and Maintenance						
5.41 Operations and Maintenance Administration	73,859	18,465	92,324	7,600	99,924	100,310
5.50 Maintenance Operations	451,778	117,024	568,802	216,660	785,462	781,280
5.52 Maintenance of Grounds	16,409	4,266	20,675	19,000	39,675	39,255
5.56 Utilities	-	-	-	215,430	215,430	235,430
Total Function 5	542,046	139,755	681,801	458,690	1,140,491	1,156,275
7 Transportation and Housing						
7.41 Transportation and Housing Administration	18,306	4,576	22,882	-	22,882	22,434
7.70 Student Transportation	177,354	46,203	223,557	122,809	346,366	340,916
Total Function 7	195,660	50,779	246,439	122,809	369,248	363,350
9 Debt Services						
Total Function 9	-	-	-	-	-	-
Total Functions 1 - 9	4,779,074	1,257,697	6,036,771	1,377,020	7,413,791	7,541,589

School District No. 10 (Arrow Lakes)

Annual Budget - Special Purpose Revenue and Expense

Year Ended June 30, 2018

Schedule 3

	2018 Annual Budget \$	2017 Amended Annual Budget \$
Revenues		
Provincial Grants		
Ministry of Education	694,988	466,873
Other Revenue	210,000	200,000
Total Revenue	904,988	666,873
Expenses		
Instruction	847,850	615,051
Total Expense	847,850	615,051
Net Revenue (Expense)	57,138	51,822
Net Transfers (to) from other funds		
Tangible Capital Assets Purchased	(57,138)	(51,822)
Total Net Transfers	(57,138)	(51,822)
Budgeted Surplus (Deficit), for the year	-	-

School District No. 10 (Arrow Lakes)

Annual Budget - Changes in Special Purpose Funds

Year Ended June 30, 2018

Schedule 3A

	Annual Facility Grant	Learning Improvement Fund	School Generated Funds	Strong Start	Ready, Set, Learn	OLEP	CommunityLINK	Rural Education Enhancement Fund	Coding and Curriculum Implementation
	\$	\$	\$	\$	\$	\$	\$	\$	\$
Deferred Revenue, beginning of year	-	-	205,000	5,000	-	7,043	-	-	29,563
Add: Restricted Grants									
Provincial Grants - Ministry of Education	62,454	27,823		96,000	12,250		104,964		
Other	62,454	27,823	210,000	96,000	12,250	-	104,964	-	-
Less: Allocated to Revenue	62,454	27,823	210,000	96,000	12,250	7,043	104,964	-	29,563
Deferred Revenue, end of year	-	-	205,000	5,000	-	-	-	-	-
Revenues									
Provincial Grants - Ministry of Education	62,454	27,823		96,000	12,250	7,043	104,964		29,563
Other Revenue	62,454	27,823	210,000	96,000	12,250	7,043	104,964	-	29,563
Expenses									
Salaries				60,932					
Teachers				60,932					
Educational Assistants									
Support Staff		22,620				5,546	61,899		23,278
Employee Benefits		22,620							
Services and Supplies	5,316	5,203	210,000	15,842	12,250	1,497	16,713		6,285
	5,316	27,823	210,000	96,000	12,250	7,043	104,964	-	29,563
Net Revenue (Expense) before Interfund Transfers	57,138	-	-	-	-	-	-	-	-
Interfund Transfers									
Tangible Capital Assets Purchased	(57,138)								
	(57,138)	-	-	-	-	-	-	-	-
Net Revenue (Expense)	-	-	-	-	-	-	-	-	-

School District No. 10 (Arrow Lakes)

Annual Budget - Changes in Special Purpose Funds

Year Ended June 30, 2018

	Priority Measures	Classroom Enhancement Fund	TOTAL
	\$	\$	\$
Deferred Revenue, beginning of year	22,109		268,715
Add: Restricted Grants			
Provincial Grants - Ministry of Education		332,782	636,273
Other	-	332,782	210,000
			846,273
Less: Allocated to Revenue	22,109	332,782	904,988
Deferred Revenue, end of year	-	-	210,000
Revenues			
Provincial Grants - Ministry of Education	22,109	332,782	694,988
Other Revenue			210,000
	22,109	332,782	904,988
Expenses			
Salaries			
Teachers	17,409	262,033	370,165
Educational Assistants			22,620
Support Staff			60,932
	17,409	262,033	453,717
Employee Benefits			
Services and Supplies	4,700	70,749	120,989
	22,109	332,782	273,144
			847,850
Net Revenue (Expense) before Interfund Transfers	-	-	57,138
Interfund Transfers			
Tangible Capital Assets Purchased			(57,138)
	-	-	(57,138)
Net Revenue (Expense)	-	-	-

School District No. 10 (Arrow Lakes)

Schedule 4

Annual Budget - Capital Revenue and Expense

Year Ended June 30, 2018

	2018 Annual Budget			2017 Amended Annual Budget
	Invested in Tangible Capital Assets	Local Capital	Fund Balance	
	\$	\$	\$	\$
Revenues				
Investment Income		1,600	1,600	1,500
Amortization of Deferred Capital Revenue	401,090		401,090	372,220
Total Revenue	401,090	1,600	402,690	373,720
Expenses				
Amortization of Tangible Capital Assets				
Operations and Maintenance	423,849		423,849	414,583
Transportation and Housing	138,660		138,660	122,226
Total Expense	562,509	-	562,509	536,809
Net Revenue (Expense)	(161,419)	1,600	(159,819)	(163,089)
Net Transfers (to) from other funds				
Tangible Capital Assets Purchased	57,138		57,138	108,822
Total Net Transfers	57,138	-	57,138	108,822
Other Adjustments to Fund Balances				
Total Other Adjustments to Fund Balances	-	-	-	
Budgeted Surplus (Deficit), for the year	(104,281)	1,600	(102,681)	(54,267)