



7811 Granville Avenue, Richmond, BC V6Y 3E3

FINANCE & LEGAL COMMITTEE MEETING

WEDNESDAY, DECEMBER 19, 2018 11:00 a.m.

LOCATION: 1st Floor Board Room, School District Office

PUBLIC AGENDA

The Richmond Board of Education acknowledges and thanks the First Peoples of the hən̓qəmiñəm (hun-ki-meen-um) language group on whose traditional and unceded territories we teach, learn and live.

1. APPROVAL OF AGENDA

2. APPROVAL OF MINUTES

Attachment: September 19, 2018 Public Personnel & Finance Committee meeting minutes

3. TRUSTEES' EXPENSES

Attachment: Director of Financial Services

4. BUDGET UPDATE

*- 2018/2019 Operating Grant Announcements - Attachment
- 2018/2019 Budget Projections - Secretary Treasurer*

5. 2019/2020 BUDGET PROCESS

Attachment - Secretary Treasurer

6. 2017-2018 SOFI REPORT

Verbal - Secretary Treasurer

7. FUNDING MODEL REVIEW UPDATE

Verbal - Secretary Treasurer

8. FINANCE & LEGAL 2019 MEETING SCHEDULE

Wed. January 16, 2019
Wed. February 20, 2019
Wed. March 20, 2019 (Spring Break)
Wed. April 17, 2019
Wed. May 15, 2019
Wed. June 19, 2019

Public meetings are scheduled from 11:00 am - 12:00 pm

NEXT MEETING DATE: WEDNESDAY, JANUARY 16, 2019



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9. MINUTES FOR INFORMATION

(a) **CHILD CARE DEVELOPMENT ADVISORY COMMITTEE MEETING**
Nil

(b) **CAMBIE COORDINATING COMMITTEE MEETING**
Next Meeting is Scheduled for Friday, May 3, 2019

10. ADJOURNMENT

NEXT MEETING DATE: WEDNESDAY, JANUARY 16, 2019

School District No. 38 (Richmond)
7811 Granville Avenue, Richmond, BC V6Y 3E3

PERSONNEL & FINANCE COMMITTEE MEETING MINUTES

Minutes of a **PUBLIC** meeting of the Personnel & Finance Committee held in the 1st Floor Boardroom, School District Administration Building, 7811 Granville Avenue, Richmond BC, on Wednesday, September 19, 2018 at 11:00 am.

Present:

Debbie Tablotney, Committee Chairperson
Alice Wong, Trustee
Donna Sargent, Trustee
Sherry Elwood, Superintendent of Schools
Scott Robinson, Deputy Superintendent of Schools
Roy Uyeno, Secretary Treasurer
Laura Buchanan, Executive Director of Human Resources
Liz Baverstock, President Richmond Teachers' Association
Tim McCracken, President Richmond Teachers' Association
Ian Hillman, President, CUPE
Jose Pelayo, President, RMAPS
Dionne McFie, President, Richmond District Parents' Association
Lynne Farquharson, Past President, Richmond Retired Teachers' Association
Wanda Plante, Executive Assistant (Recorder)

Regrets: Ken Hamaguchi, Vice Chairperson
Frank Geyer, Executive Director, Planning and Development
Maria Fu, Director, Financial Services
Mike Beausoleil, Director, Maintenance, Operations and Transportation

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The Chairperson called the meeting to order at 11:04 am

1. APPROVAL OF AGENDA

The agenda was approved as circulated.

2. APPROVAL OF MINUTES

The minutes of the June 20, 2018 public meeting were approved as circulated.

3. HR STAFFING & ENROLLMENT UPDATE

The Executive Director spoke to her report as included in the agenda advised the District is in the process of confirming preliminary enrolment estimates and noted that an increase of 189 funded elementary school aged students has resulted in additional elementary staffing requirements. She added that the district is in the process of confirming all CEF allocations to date including determining whether additional non-enrolling CEF FTE is available for allocation.

4. TRUSTEES' EXPENSES

It was agreed to forward a **RECOMMENDATION**

WHEREAS the Board of Education of School District No. 38 (Richmond) is paying for expenses incurred by the Trustees in the discharge of their duties,

BE IT RESOLVED that in accordance with the School Act, the Board of Education of School District No. 38 (Richmond) approves Trustees' expenses paid during the three-month period ended June 30, 2018, in the amount of \$3,733.04.

5. MINUTES FOR INFORMATION

(a) CHILD CARE DEVELOPMENT ADVISORY COMMITTEE MEETING

Nil.

(b) CAMBIE COORDINATING COMMITTEE MEETING

Nil.

6. ADJOURNMENT

The meeting was adjourned at 11:19 am.

Respectfully Submitted,



Debbie Tablotney, Chairperson
Personnel & Finance Committee

**Report to the Finance
and Legal Committee -
Public**

DATE: November 22, 2018

FROM: Maria Fu, Director of Financial Services

SUBJECT: Trustees' Expenses for the Three Months Ending Sept 30, 2018

RECOMMENDATION

WHEREAS the Board of Education of School District No. 38 (Richmond) is paying for expenses incurred by the Trustees in the discharge of their duties,

BE IT RESOLVED that in accordance with the School Act, the Board of Education of School District No. 38 (Richmond) approves Trustees' expenses paid during the three-month period ended September 30, 2018, in the amount of \$66.00.

BACKGROUND

Pursuant to the School Act, the board is required to approve by resolution expenses incurred by Trustees.

During the three-month period ended September 30, 2018 expenses totaling \$66.00 were paid to the Trustees.

In accordance with the requirements of the School Act, would the Personnel & Finance Committee please consider the recommendation noted.

FINANCIAL IMPACT

Charges to the Board for the three-month period ending September 30, 2018, total \$66.00.

CONCLUSION

The Finance & Legal Committee recommends the Board approve Trustees' expenses for the three months ending September 30, 2018.



Maria Fu
Director of Financial Services

TRUSTEES EXPENSES

DATE	DESCRIPTION	J. HO	S. NIXON	D. TABLOTNEY	A. WONG	D. SARGENT	E. YUNG	K. HAMAGUCHI	TOTAL
2018-07-25	Mileage - Valedictory Ceremonies	66.00							66.00
	TOTALS PAID: July 1 to Sept 30, 2018	66.00	0.00	0.00	0.00	0.00	0.00	0.00	66.00

British Columbia News

B.C.'s students benefiting from increasing government investments

<https://news.gov.bc.ca/18629>

Friday, December 7, 2018 1:15 PM

Victoria - As enrolment continues to grow, more students in the K-12 public education system are benefiting from increased investments and additional teachers supporting students.

“Because of our strong economy, more and more families are choosing to make B.C. their home and as a result, enrolment in our public schools is growing,” said Rob Fleming, Minister of Education. “Investing in education is the key to a better future and a prosperous economy. I am proud our government is fulfilling our commitment to support students and teacher hiring.”

An additional \$175 million is being invested this year to support students and more than \$431 million is being provided for districts to hire up to 3,900 teachers through the Classroom Enhancement Fund. This funding, along with the boosts to meet growing enrolments over the past two years, means that compared to the 2016-17 school year, an additional \$591 million has been invested in students.

As of September 2018, an additional 5,564 full-time equivalent students are enrolled in B.C.'s schools compared to the year before. The districts with the highest growth are:

- Surrey (+1,152)
- Central Okanagan (+596)
- Greater Victoria (+384)
- Sooke (+373)
- Abbotsford (+321)

“The BC School Trustees Association is pleased that school districts will receive full funding for all of the additional students who arrived in schools this September. The Ministry of Education’s ongoing commitment to fully fund rising student numbers including students with special needs is significant,” said Gordon Swan, president, British Columbia School Trustees Association. “We look forward to continuing collaboration with Minister Fleming toward ensuring these commitments to sustainable student funding will continue into the future.”

Most districts are growing, as 45 of B.C.'s 60 school districts had enrolment increases, while 15 saw declines. Student enrolment is up for the fourth year in a row — nearly 21,000 school-age students have been added in that period.

Quick Facts:

- In total, there were 542,650 students (full-time equivalent) enrolled in B.C.'s public schools in September 2018, up from 537,086 (full-time equivalent) in September 2017.
- Many districts have stable enrolments — 19 districts had fluctuations of fewer than 25 students.
- Budget 2018 invests \$6.6 billion for 2018-19 for B.C.'s education system.

Learn More:

Funding information for each school district can be found here:

<https://www2.gov.bc.ca/gov/content/education-training/administration/resource-management/k-12-funding-and-allocation/operating-grants/k12funding-18-19>

To view the backgrounder, with enrolment breakdowns for each school district, visit:

https://news.gov.bc.ca/files/Backgrounder_Enrolment.pdf

Interim Operating Grants Following the September 2018 Enrolment Count - 2018/19 School Year
 School District 38 Richmond

September 2018 Enrolment Count				
	School-Age Enrolment	Funding Level	Funding	Total Supplement
Standard (Regular) Schools	19,251,6250	\$7,423	\$142,804,812	
Continuing Education	5,7500	\$7,423	\$42,682	
Alternate Schools	86,0000	\$7,423	\$638,378	
Distributed Learning	68,6250	\$6,100	\$418,613	
Home Schooling	10	\$250	\$2,500	
Course Challenges	38	\$232	\$8,816	
Total Enrolment-Based Funding (September)	19,412,0000			\$144,015,801

February 2019 Enrolment Count (Estimated)				
	Enrolment	Funding Level	Funding	Total Supplement
1% to 4% Enrolment Decline	73,3125	\$3,712	\$0	\$0
4%+ Enrolment Decline		\$5,567	\$0	\$0
Significant Cumulative Decline (7%+)	-489,3125	\$3,712	\$0	\$0
Supplement for Enrolment Decline				\$0

May 2019 Enrolment Count (Estimated)				
	Enrolment	Funding Level	Funding	Total Supplement
Level 1 Special Needs	14	\$38,800	\$543,200	
Level 2 Special Needs	655	\$19,400	\$12,707,000	
Level 3 Special Needs	168	\$9,800	\$1,646,400	
English Language Learning	5,667	\$1,420	\$8,047,140	
Aboriginal Education	245	\$1,230	\$301,350	
Adult Education	95,6250	\$4,696	\$449,055	
Vulnerable Students			\$1,412,588	
Supplement for Unique Student Needs				\$25,106,733

February 2019 Enrolment Count, Total				
	Enrolment	Funding Level	Funding	Total Supplement
School-Age FTE - Continuing Education	19,9063	\$7,423	\$147,764	
Adult FTE - Continuing Education	38,2500	\$4,696	\$179,622	
K-Gr 9 School-Age FTE - Distributed Learning	0,0000	\$2,033	\$0	
Gr 10-12 School-Age FTE - Distributed Learning	2,0000	\$6,100	\$12,200	
Adult FTE - Distributed Learning	0,0000	\$4,696	\$0	
May 2019 Enrolment Count, Total				\$339,586

2018/19 Operating Grant from Indigenous Services Canada				
	Enrolment	Funding Level	Funding	Total Supplement
Estimated 2018/19 Operating Grant from Indigenous Services Canada				\$0
Estimated 2018/19 Operating Grant from Ministry of Education				\$175,161,847

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*Notes: Highlighted sections are estimated and will be updated following the February and May enrolment counts

BACKGROUND

Enrolment up again in many of B.C.'s school districts

Enrolment changes from September 2017 to September 2018 for B.C.'s school districts.

School District	Sept Student Enrolments (Funded FTE)		Sept 2017 to Sept 2018 Change
	2017	2018	
5 Southeast Kootenay	5,449	5,544	95
6 Rocky Mountain	3,189	3,269	80
8 Kootenay Lake	4,773	4,682	-91
10 Arrow Lakes	435	456	21
19 Revelstoke	970	1,033	63
20 Kootenay-Columbia	3,945	3,935	-9
22 Vernon	8,385	8,418	33
23 Central Okanagan	22,083	22,679	596
27 Cariboo-Chilcotin	4,638	4,696	58
28 Quesnel	2,990	2,976	-14
33 Chilliwack	13,422	13,668	247
34 Abbotsford	19,307	19,628	321
35 Langley	20,360	20,554	194
36 Surrey	70,331	71,483	1,152
37 Delta	15,345	15,353	8
38 Richmond	19,339	19,412	73
39 Vancouver	49,132	48,955	-176
40 New Westminster	6,558	6,578	21
41 Burnaby	23,454	23,434	-20
42 Maple Ridge-Pitt Meadows	14,390	14,568	178
43 Coquitlam	30,609	30,655	46
44 North Vancouver	15,120	15,126	6
45 West Vancouver	6,898	6,917	18
46 Sunshine Coast	3,157	3,256	99
47 Powell River	2,048	2,056	8
48 Sea to Sky	4,904	5,044	141
49 Central Coast	235	265	30
50 Haida Gwaii	511	461	-49
51 Boundary	1,284	1,250	-35
52 Prince Rupert	1,961	1,994	33
53 Okanagan Similkameen	2,313	2,337	24
54 Bulkley Valley	1,969	1,948	-22
57 Prince George	12,975	13,021	46
58 Nicola-Similkameen	2,040	2,061	21

59	Peace River South	3,488	3,577	89
60	Peace River North	6,045	6,053	8
61	Greater Victoria	19,123	19,507	384
62	Sooke	10,459	10,832	373
63	Saanich	7,004	7,083	79
64	Gulf Islands	1,697	1,736	39
67	Okanagan Skaha	5,749	5,825	76
68	Nanaimo-Ladysmith	13,720	14,022	302
69	Qualicum	4,040	4,096	56
70	Alberni	3,745	3,734	-10
71	Comox Valley	8,222	8,277	55
72	Campbell River	5,401	5,463	62
73	Kamloops/Thompson	14,359	14,591	232
74	Gold Trail	1,109	1,090	-19
75	Mission	6,058	6,073	15
78	Fraser-Cascade	1,662	1,738	77
79	Cowichan Valley	7,790	8,061	272
81	Fort Nelson	721	684	-37
82	Coast Mountains	4,109	4,102	-7
83	North Okanagan-Shuswap	6,167	6,364	197
84	Vancouver Island West	417	464	48
85	Vancouver Island North	1,354	1,372	18
87	Stikine	189	145	-44
91	Nechako Lakes	3,586	3,556	-30
92	Nisga'a	387	374	-13
93	Conseil scolaire francophone	5,970	6,118	148
Provincial Totals		537,086	542,650	5,564

Media Contacts:

Government Communications and Public Engagement
Ministry of Education
250 356-5963

2019/2020 Budget Process Timeline

November 2018 - December 2018

- Update current year operating budget based on actual Sept 30 enrolment and changes to projected cost factors
- Update three year enrolment projections
- Prepare 2019/2020 Budget Process Timeline
- Ministry of Education recalc of 2018/2019 Operating Grant (Dec 15)

December 2018 - March 2019

- Provide budget updates and gather feedback and input through the Budget Advisory Working Group

January 2019 - February 2019

- Finalize the 2018/2019 Amended Annual Budget
- Budget workshops for Trustees
- Develop public consultation process on budget
- Board approval of 2018/2019 Amended Annual Budget (February 27)
- Provincial Government budget announcement (February 18)
- Development of the 2019/2020 and Three-Year Base Budget
- Develop 2019/2020 potential proposed budget adjustments

February 2009 - April 2019

- Gather stakeholder/public input/feedback on budget
- Budget information updates for stakeholders, trustees and public

March 2019

- Ministry of Education 2019/2020 Operating Grant announced (March 15)
- Finalize 2019/2020 and Three-Year Base Budget
- Finalize list of potential proposed budget adjustments

April 2019

- Board consideration of stakeholder and public input and feedback (Committee of the Whole)
- Board deliberations on proposed budget adjustments
- Board approval of 2019/2020 Annual Budget (April 24)