

ADMINISTRATIVE MEMORANDUM

Meeting Place:

Education Services Centre
2121 Lonsdale Avenue
Mountain View Room – 5th Floor
North Vancouver, British Columbia

Format and Date:

PUBLIC BOARD MEETING
Tuesday, February 21, 2023
6:30 pm

		Estimated Completion Time
A.	Call to Order	
A.1.	Acknowledgments	6:30 pm
A.2.	Approval of Agenda (that the agenda, as recommended in the Administrative Memorandum, be adopted.)	6:30 pm
A.3.	Approval of Minutes (that the minutes of the Public Meeting of January 17, 2023 be approved as circulated)	6:35 pm
A.4.	Public Questions/Comments *	6:45 pm
A.5.	Educational Presentation: North Vancouver Online Learning Update	6:55 pm
B.	Action Items	
B.1.	School District No. 44 (North Vancouver) Amended Annual Budget Bylaw for Fiscal Year 2022/23	7:25 pm
B.2.	Notice of Motion: Motions BC BCSTA AGM April 2023	7:40 pm
C.	Information and Proposals	
C.1.	Land Management – Written Update	7:45 pm
C.2.	Tuesday, February 7, 2023 Standing Committee Meeting	7:55 pm
C.3.	Superintendent's Report	8:05 pm
C.4.	Report Out – British Columbia School Trustees Association and BC Public School Employers' Association	8:20 pm

* Additional Community Presentations or Delegations are welcomed with advanced notice - see [Policy 104: Board of Education - Meetings](#) and its [Administrative Procedures](#).

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- C.5. Trustees' Reports/Highlights
- C.6. Notice of Motion: Motion BC BCSTA AGM April 2023
- D. Future Meetings**
- E. Public Question & Comment Period**
- F. Adjournment**

Estimated Completion Time
8:35 pm
8:40 pm
8:50 pm
8:50 pm
8:50 pm

Note: The completion times on this agenda are estimates intended to assist the Board in its deliberations.

School District No. 44 (North Vancouver)

Minutes of the Inaugural Public Meeting of the Board of Education, School District No. 44 (North Vancouver) held in the Mountain View Room of the Education Services Centre at 2121 Lonsdale Avenue in North Vancouver, British Columbia, on Tuesday, January 17, 2023

PRESENT: D. Anderson
C. Gerlach
K. Mann
L. Munro
G. Tsiakos
L. Tumaneng
A. Wilson

A. Call to Order

Board Chair Mann called the meeting to order at 6:30 p.m., noting that this meeting is being recorded.

A.1. Acknowledgements

Board Chair Mann acknowledged the traditional territorial lands of the Skwxwú7mesh (Squamish) Nation and səliłwətaʔt (Tsleil-Waututh) Nation.

A.2. Approval of Agenda

Moved by K. Mann

that the agenda, as recommended in the Administrative Memorandum, be adopted.

Seconded by G. Tsiakos

Carried

A.3. Approval of Minutes

Moved by L. Munro

that the minutes of the public meeting of December 6, 2022, be approved as circulated.

Seconded by A. Wilson

Carried

A.4. Public Questions/Comments

Board Chair Mann read one Public Comment that was submitted via email by Don Chapman.

A.7. Educational Presentation: Sexual Exploitation and Sextortion

District Principal of Safe and Healthy Schools, Jeremy Church, presented on the topic of Sexual Exploitation and Sextortion. He offered an overview of the positive relationship between North Vancouver RCMP and the school district, and highlighted initiatives to involve students and families in learning about sexual exploitation and sextortion.

The presenter responded to Trustees' questions.

B.1. Nil

C.1. Band and Strings Update

Dr. Ryan introduced this agenda item and asked District Principal Allison Kerr to provide an update regarding Arts Education in the school district. Ms. Kerr commented on the vibrancy of art culture, noting that there are currently 1,295 students enrolled in the band and strings program. Ms. Kerr

shared the program's commitment to ensuring every child who would like to participate in the program is able to.

The presenter responded to Trustees' questions.

C.2. North Vancouver Teachers' Association (NVTa) Professional Development Report

Following an introduction by Dr. Ryan, NVTa President Katrina Russell and Professional Development Chair Tammy Daley reported to the Board of Education about professional development offered during the 2021/22 school year. Ms. Daley noted that many activities remained virtual throughout the 2022/23 school year. Ms. Daley thanked the Board of Education for the ongoing financial support of the NVTa Professional Development program.

The presenter responded to Trustees' questions.

C.3. School Calendar Update – 2023/24

Dr. Ryan introduced Assistant Superintendent Chris Atkinson, who presented an update regarding the school calendar for the 2023/24 school year.

The presenter responded to Trustees' questions.

C.4. Notice of Motion: Motions for BCSTA AGM April 2023

Trustee Gerlach provided two notices of motion, as information items only. The notices of motion will be brought forward to the February 7, 2023 Public Board Meeting for approval.

C.5. Land Management – Written Update

A written update on current land management projects was included in the Board Agenda Package for information.

C.6. Tuesday, January 10, 2023 Standing Committee Meeting

Trustee Wilson provided a summary of the January 10, 2023 Standing Committee Meeting which focused on School Planning.

C.7. Superintendent's Report

Superintendent Dr. Ryan provided reflections of the work of the school district with a focus on community, connection, and curiosity. Dr. Ryan responded to Trustee questions.

C.8. Report Out – British Columbia School Trustees Association and BC Public School Employers' Association

Trustee Tsiakos provided an update regarding BCSTA, with reminders pertaining to upcoming meetings and Annual General Meeting motions deadlines.

Trustee Gerlach provided a BCPSEA update with a reminder that the Annual General Meeting will be held next week, with two resolutions and the passing of the annual budget. Representative positions will be elected during this meeting. Trustees should provide input to Trustee Gerlach in order to vote on behalf of the Board of Education.

C.9. Trustees' Reports

Trustees submitted their reports on their activities on behalf of the Board as follows:

- Meetings attended by Trustees included:
 - Public Board Meeting
 - Trustee Orientation/Development Meetings
 - Standing Committee Meeting
 - Policy Review Committee
 - Individual Trustee meetings with MLA Chant
 - BCSTA meeting with Board Chairs and Rachna Singh, Minister of Education and Child Care
- Events attended by Trustees included:
 - Artists for Kids Open House
 - Black Excellence Day Virtual event attended to by over 30,000 participants across the Lower Mainland
 - Parent Advisory Council meeting at Handsworth Secondary
 - Argyle Secondary Digital Media Expo
 - Various school visits including Argyle Secondary, Braemar Elementary, Capilano Elementary, Carisbrooke Elementary, Carson Graham Secondary, Cleveland Elementary, Norgate Elementary, Mountainside Secondary, Queen Mary Elementary, Sutherland Secondary and Westview Elementary.

D. Future Meetings

Date and Time	Event	Location
Tuesday, February 7, 2023 at 7:00 p.m.	Standing Committee Meeting	Education Services Centre 2121 Lonsdale Ave, North Vancouver
Tuesday, February 21, 2023 at 6:30 p.m.	Public Board Meeting	Education Services Centre 2121 Lonsdale Ave, North Vancouver
Tuesday, March 7, 2023 at 6:30 p.m.	Public Board Meeting	Education Services Centre 2121 Lonsdale Ave, North Vancouver

E. Public Question & Comment Period

Board Chair Mann called for questions and/or comments from the public noting that in accordance with Board policy, questions relating to personnel, negotiations or litigation must not be dealt with in a public session. No Questions or Comments were brought forward.

F. Adjournment

The established agenda being completed, Board Chair Mann adjourned the meeting at 7:52 p.m. and thanked those who attended.

Certified Correct:

Jacqui Stewart
Secretary Treasurer

Date

Kulvir Mann
Chair, Board of Education

Date

Schedule A.4
of the
Administrative Memorandum

Meeting Date: February 21, 2023

☒ **Board**

☐ **Board, in camera**

Topic (as per the Memorandum): **Public Questions/Comments**

Narration:

Prior to the Public Board Meeting, members of the public can provide comments on items related to the agenda by emailing publiccomments@sd44.ca or calling 604-998-5100 and leaving a voice mail by no later than 1 p.m. on the day of the meeting. All input received by the specified time will be shared with Trustees electronically. The Chair will read out comments during the Public Questions/Comments at the beginning of the meeting; however, this agenda item has a time limit of 10 minutes.

The Board of Education will not respond to comments made during the Public Questions/Comments but may direct questions to staff. Members of the public wishing to discuss their concerns with Trustees or staff may contact them before and/or after the meeting, by telephone or e-mail.

Schedule ~~A.5~~
of the
Administrative Memorandum

Meeting Date: February 21, 2023 ☒ **Board** ☐ **Board, in camera**

Topic (as per the Memorandum): **North Vancouver Online Learning Update**

Narration:

North Vancouver Online Learning (NVOL) school offers a wide variety of courses at the secondary level in English, French, and French Immersion. Students choose NVOL for flexible, personalized pathways towards earning the BC or Adult Graduation Diploma, or to upgrade courses for post-secondary school.

Over the past three years, the Ministry of Education and Child Care has worked with rightsholders, Indigenous partners, sector members, educators, and parents to co-create a new Online Learning model, which comes into effect July 1, 2023. The new model comprises a new Online Learning policy, a Provincial Learning Management System (LMS) to support student learning, a comprehensive Accountability and Quality Assurance (AQA) process, and the establishment of Provincial Online Learning Schools (POLS). NVOL has been selected by the Ministry through an Expression of Interest and review panel process to become a Provincial Online Learning School. In December 2022, the school district signed a *Provincial Online Learning School Agreement* with the Ministry, which allows NVOL to enroll students from across the province.

Students can enroll with NVOL at any time during the school year and have twelve months to complete a course. Students can choose to study entirely remotely online; however, local students have the choice of engaging in a blended model of online and in-person learning by visiting the NVOL Centre at Mountainside Secondary School for individualized tutorial and test invigilation.

This 'anywhere, anytime' asynchronous instructional model allows students to combine online with in-person courses, thus providing flexibility for students to take additional courses or design their schedules to meet the demands of athletics, arts, or work. Students in grades 10-12 can choose to enroll with NVOL for some or all their courses while students taking courses at the grade 8 and grade 9 level may take only some of their courses at NVOL. Elementary age students can choose NVOL to work above grade level as a pathway for enrichment and advanced placement. Any family in BC can choose Online Learning and students register via the NVOL website.

NVOL provides engaging, and interactive learning experiences delivered through the Moodle Learning Management System (LMS). Starting in September, NVOL will deliver courses through the provincially mandated D2L Brightspace LMS. As a Provincial Online Learning School, NVOL will continue to grow to support individual differences in ways that foster academic success and a sense of belonging for students. While the concepts and content, as presented through the Learning Management System, are static, NVOL teachers intentionally weave relationship and community building opportunities into courses through teacher-student engagement requirements. Teachers also tailor instruction and assessment to meet individual needs.

NVOL staff are committed to making students' online learning experiences personalized, engaging, and successful by supporting student goals, priorities, and definitions of success, and by providing opportunities for students to take control of their education and learning.

Schedule B.1.....
of the
Administrative Memorandum

Meeting Date: February 21, 2023 ☒ **Board** ☐ **Board, in camera**

Topic (as per the Memorandum): **School District No. 44 (North Vancouver) Amended Annual Budget Bylaw for Fiscal Year 2022/23**

Narration:

The Board is being asked to adopt an Amended Annual Budget Bylaw for Fiscal Year 2022/23. Section 113 of the *School Act* provides the authority for a Board of Education to amend its annual budget bylaw. The Amended Annual Budget is the final budget for 2022/23 and includes a number of budget revisions for changes that have taken place since the adoption of the 2022/23 Preliminary Budget on May 24, 2022.

In the 2022/23 Amended Annual Budget, consolidated revenue has increased by \$14,826,299 over the Preliminary Annual Budget. Adjustments include increases to Operating Fund revenues of \$10,580,385 from higher than anticipated student enrolment, additional funding for wage increases for teachers and exempt staff, additional international student tuition and increased investment income due to favourable market interest rates. Revenues in the Special Purpose Fund increased by \$4,302,126 from three new grants and additional funding in the Classroom Enhancement Fund. Deferred capital revenue decreased by \$136,212 in the Capital Fund.

Total consolidated expenditures have increased by \$11,048,095. This is largely attributed to budgeted wage and benefits increases for teachers, CUPE and exempt staff and for additional teacher FTE due to increases in student enrollment. Services and supplies have increased for additional expenses relating to three new special purpose grants, additional costs for health insurance and commissions paid to agents for increased international enrolment and for supplies for school block budgets. The Amended Annual Budget incorporates the utilization of \$2,084,519 of the Accumulated Operating Surplus.

The 2022/23 Amended Annual Budget was reviewed by the Audit Committee on February 9, 2023, and motions recommending approval of the Budget were carried.

Schedules 2, 3, and 4 provide details of the Operating, Special Purpose, and Capital Funds, respectively.

The Total Budget Bylaw amount is \$225,095,525. The Amended Annual Budget includes a balanced Operating Fund and Special Purpose Fund, as required by the *School Act* and includes a deficit in the Capital Fund of \$2,889,722 which occurs as a result of the excess of amortization expense over recognition of deferred capital revenues, and is expressly permitted by the *Treasury Board Accounting Practices Order, December 2014*.

Helena Drury, Director of Financial Services will be in attendance to speak to the 2022/23 Amended Annual Budget.

Attachments:

Notes and Assumptions, 2022/23 Amended Annual Budget

Amended Annual Budget School District No. 44 (North Vancouver) June 30, 2023

RECOMMENDED MOTIONS:

Recommended Motion 1

that the Board of Education rescind the restriction to use \$5,488,928 from the Accumulated Operating Surplus for the 2022/23 Preliminary Budget, as approved on May 24, 2022, and

that the Board of Education approve the restriction from the Accumulated Operating Surplus of \$2,084,519 to balance the 2022/23 Amended Annual Budget.

Recommended Motion 2

that School District No. 44 (North Vancouver) Amended Annual Budget Bylaw for fiscal year 2022/23 be read a first time;

that School District No. 44 (North Vancouver) Amended Annual Budget Bylaw for fiscal year 2022/23 be read a second time;

that School District No. 44 (North Vancouver) Amended Annual Budget Bylaw for fiscal year 2022/23 be read a third time, passed and adopted.

Procedural Note:

(per section 68(4) of the *School Act*) the Board may not give a bylaw more than two readings at any one meeting unless the members of the Board who are present at the meeting unanimously agree to give the bylaw all three readings at that meeting.

2022/23
AMENDED ANNUAL BUDGET
NOTES AND ASSUMPTIONS

BACKGROUND

The 2022/23 Amended Annual Budget revises the planning assumptions of the Preliminary Annual Budget developed in the Spring of 2022. Adjustments are made to account for changes that result from confirming September student enrollment and their impact on classroom configurations, staffing levels and the services and supplies needed to maintain service levels to our students and community.

Financial planning and reporting in school districts is done by fund as each fund has a different purpose and legislative requirements. The Amended Annual Budget is comprised of the three funds – Operating, Special Purpose and Capital.

The impact of the changes from the 2022/23 Preliminary Annual Budget to the 2022/23 Amended Annual Budget is summarized below.

	2022/23 Amended	2022/23 Preliminary	Change
Operating - Total Expense	\$ 178,266,812	\$ 171,092,322	
Operating - Capital Assets Purchases	666,491	665,000	
	\$ 178,933,303	\$ 171,757,322	\$ 7,175,981
Special Purpose Funds - Total Expense	\$ 27,628,118	\$ 23,935,666	
Special Purpose Funds - Capital Assets Purchases	1,182,755	573,081	
	\$ 28,810,873	\$ 24,508,747	\$ 4,302,126
Capital Fund - Total Expense	\$ 15,153,518	\$ 14,972,365	
Capital Fund - Capital Assets Purchases from Local Capital	2,197,831	2,100,000	
	\$ 17,351,349	\$ 17,072,365	\$ 278,984
Total Budget	\$ 225,095,525	\$ 213,338,434	\$ 11,757,091

OPERATING FUND

REVENUE

Revenue in the Operating Fund consists of the operating grant and other grants from the Ministry of Education and Child Care, provincial and federal grants from other ministries, international student tuition fees, rentals, leases, interest and other revenues related to programs such as Band and Strings, Cheakamus Centre and Artists for Kids.

Operating Grant

Based on the interim operating grant announced by the Ministry in December 2022, the school district will receive \$150,867,019 in the operating grant for 2022/23. The recalculated funding allocation is \$3,374,589 higher than estimated in the 2022/23 Preliminary Annual Budget as a result of enrollment changes. This increase is meant to cover the cost of all additional staff required due to increased student enrollment.

Impact of Changing Enrollment on the Operating Grant

The basic operating grant is based on student enrolments in standard and alternate schools, distributed learning and summer school. In addition there is a supplement paid for enrollment of students with diverse learning abilities, Indigenous, English language and adult learners.

2022/23
AMENDED ANNUAL BUDGET
NOTES AND ASSUMPTIONS

The impact of changing enrollment on operating grant funding is summarized in the table below.

	2022/23 Amended	2022/23 Preliminary	Change	Increase (Decrease) in Funding
Funded FTE	16,027.25	15,702.25	325.00	\$ 2,371,686
Level I Special Needs	12.00	12.00	-	
Level II Special Needs	659.00	630.00	29.00	
Level III Special Needs	179.00	175.00	4.00	
English Language Learners	1,245.00	1,076.00	169.00	
Indigenous Education	634.00	667.00	(33)	
Adult Education	2.50	-	2.50	
Unique Needs	2,731.50	2,560.00	171.50	\$ 891,406
Summer School	983.00	830.00	153.00	\$ 56,786
Salary Differential (FTE Distribution)	15,797.37	15,491.50	305.87	\$ 54,711
Total impact on Operating Grant				\$ 3,374,589

Enrollment Changes

Actual student enrollment for school age, students with special needs and summer school enrollment was higher than projected resulting in increases of \$2,371,686, \$891,406 and \$56,786 respectively.

Salary Differential

Funding for the salary differential is provided to address the gap between the provincial average for educator salaries and the school district's average teacher salary which is typically higher than the provincial average. Funding has increased slightly, by \$54,711 as a result of higher average salaries for teachers than initially estimated in the 2022/23 Preliminary Annual Budget.

Other Changes to Operating Revenue

Changes to operating revenue is summarized in the table below.

	2022/23 Amended	2022/23 Preliminary	Change
Revenues			
Ministry Operating Grant	\$ 150,867,019	\$ 147,492,430	\$ 3,374,589
Ministry Other Grants	7,340,923	\$ 3,028,030	4,312,893
Provincial Grants - Other Ministries	14,100	16,600	(2,500)
Federal Grants	7,000	7,000	-
Tuition Fees	10,800,450	8,699,400	2,101,050
Other Revenues	4,306,041	4,280,239	25,802
Rentals and Leases	2,509,751	2,418,700	91,051
Investment Income	1,003,500	326,000	677,500
Total Revenue	\$ 176,848,784	\$ 166,268,399	\$ 10,580,385

Ministry Other

The school district will receive a one time labour settlement grant of \$4.3M to fund wage and benefit increases for teachers and exempt staff. Funding for settlement of the CUPE contract will be provided separately.

**2022/23
AMENDED ANNUAL BUDGET
NOTES AND ASSUMPTIONS**

Provincial Grants - Other Ministries

The grant from other Ministries has been revised to reflect a reduction for the Youth Work in Trades grant.

Federal Grant

Revenue from the Department of Fisheries for the hatchery at the Cheakamus Centre is expected to remain consistent with the preliminary budget estimate.

International Tuition Fees

International student enrollment was estimated at 530 FTE in the 2022/23 Preliminary annual Budget. Actual enrollment for 2022/23 is 660 FTE, increasing revenue estimates by \$2.1M.

Other Revenues

Revenues from the Cheakamus Centre and academy fees have been adjusted down by \$0.3M and \$0.1M respectively. Rentals of the Environmental Learning Centre at the Cheakamus Centre have not resumed to anticipated levels largely due to delays in completing the remediation of the building. The slight adjustment to academy fees reflects actual enrollment. This is offset by \$0.5M increase to miscellaneous revenues from various sources including the collection of student fees for the District's Quebec trip for students.

Rentals & Lease Income

Revenues from rentals and leases have increased by \$0.9M to reflect confirmed bookings.

Investment Income

Interest income is projected to be \$0.6M higher than estimated in the preliminary budget as interest rates have increased from 2.2% at the beginning of July 2022 to 5.2% as of January of 2023.

Additional information regarding revenues can be found on Schedule 2 and 2A of the attached Amended Annual Budget document.

EXPENSES

Total FTE by Employee Group for all Funds

As a result of additional student enrollment and to address learning needs where required, the staffing plan has been adjusted as presented in the comparative tables below.

	2022/23 Amended	2022/23 Preliminary	Change
Administrators	82.00	82.00	-
Teachers	982.74	974.36	8.39
Custodial	90.00	90.00	-
Education Assistants	375.00	375.00	-
Support Staff	217.04	216.80	0.23
Exempt Staff	49.00	49.00	-
Total	1,795.78	1,787.16	8.62

Overall Teacher FTE is estimated at 982.74 for a net change of 8.39 distributed among the Operating and Special Purpose Funds (though the Classroom Enhancement Fund) as follows:

**2022/23
AMENDED ANNUAL BUDGET
NOTES AND ASSUMPTIONS**

	2022/23 Amended	2022/23 Preliminary	Change
Operating Fund	870.71	868.36	2.34
CEF Fund	103.25	99.65	3.60
Other Funds	8.79	6.34	2.44
Total	982.74	974.36	8.39

Salaries and Benefits

	2022/23 Amended	2022/23 Preliminary	Change
Salaries			
Teachers	\$ 78,347,292	75,588,182	\$ 2,759,110
Administrators	11,435,117	11,304,006	131,111
Education Assistants	15,588,758	14,945,464	643,294
Support Staff	12,396,935	11,978,232	418,703
Other Professionals	5,618,568	5,642,242	(23,674)
Substitutes	4,577,132	4,534,838	42,294
	\$ 127,963,802	\$ 123,992,964	\$ 3,970,838
Benefits	31,763,228	30,057,751	1,705,477
Total Salaries and Benefits	\$ 159,727,030	\$ 154,050,715	\$ 5,676,315

Teachers

Salary expense for teachers has been adjusted by \$2.7M largely as a result of wage increases in the new collective agreement ratified on November 30, 2022. Average teacher salaries have increased from \$87,500 in the 2022/23 Preliminary Annual Budget to \$90,300 estimated for the 2022/23 Amended Annual Budget.

Administrators

The change in Administrators salary expense reflects relates to wage increases.

Education Assistants and Support Staff

Salary expense for Education Assistants and Support Staff are expected to increase by \$0.6M and \$0.4M respectively to reflect negotiated wage increases in the new collective agreement for CUPE staff.

Other Professionals

Salaries for Other Professionals include all excluded staff and speech language pathologists. The slight adjustment is the expected result of salary lag on vacant positions.

Substitutes

Substitute costs have been slightly revised but overall remain consistent with the preliminary budget.

Employee Benefits

Employee Benefits expense is expected to increase by \$1.7M in line with projected increases in salaries and improved benefits for teachers per the new collective agreement.

**2022/23
AMENDED ANNUAL BUDGET
NOTES AND ASSUMPTIONS**

Services and Supplies

Services

Total planned expenditures on Services have increased by \$0.3M to include additional costs related to the increased International students for health insurance premiums and commissions paid to agents.

Professional Development and Travel

Travel costs related to the International Program have been increased by \$50,000 from 2022/23 Preliminary Annual Budget and \$160,000 has been added for travel costs for the school district Quebec trip.

Supplies

Supplies have increased by \$1.0M which includes \$0.7M in block budget carryover funding not budgeted for in the preliminary budget and \$0.3M in additional block funding provided to schools as a result of the increased International student enrollment.

	2022/23 Amended	2022/23 Preliminary	Change
Services and Supplies			
Services	\$ 9,300,065	8,971,782	\$ 328,283
Student Transportation	135,880	136,000	(120)
Professional Development and Travel	1,046,145	818,015	228,130
Rentals and Leases	26,500	23,285	3,215
Dues and Fees	84,000	91,000	(7,000)
Insurance	441,332	467,000	(25,668)
Supplies	4,320,310	3,363,280	957,030
Utilities	3,185,550	3,171,245	14,305
Total Services and Supplies	\$ 18,539,782	\$ 17,041,607	\$ 1,498,175

Use of Accumulated Operating Surplus

Planning assumptions for the current year include wage increases for all staff. Funding to cover the increases for Teachers and Exempt staff has been confirmed by the Ministry. It is expected that CUPE wage increases will also be funded, however as of the date of this report, the Ministry had not yet confirmed the amount. Revenue to offset CUPE wage increases has not been included in the 2022/23 Amended Annual Budget.

Total expenses for the year exceed total revenues by \$2.1M. As the Board of Education is required to submit a balanced budget this requires the using accumulated operating surplus to balance the 2022/23 Amended Annual Budget.

	2022/23 Amended	2022/23 Preliminary	Change
Revenue	\$ 176,848,784	\$ 166,268,399	\$ 10,580,385
Expenses	178,266,812	171,092,322	7,174,490
Net Revenue (Expense)	(1,418,028)	(4,823,923)	3,405,895
Capital Assets Purchases	(666,491)	(665,000)	1,491
Budget Prior Year Surplus Appropriation	(\$2,084,519)	(\$5,488,923)	\$3,404,404

**2022/23
AMENDED ANNUAL BUDGET
NOTES AND ASSUMPTIONS**

Projected Balance in Accumulated Operating Surplus

As presented in the audited financial statements dated June 30, 2022 the ending balance in Accumulated Operating Surplus was \$9.3M. Based on the 2022/23 Amended Annual Budget, \$2.1M is required to balance the budget leaving a projected balance of \$7.2M in Unrestricted Operating Surplus.

Beginning Balance	\$ 9,297,185
Appropriation to balance budget	<u>2,084,519</u>
Unrestricted Operating Surplus	<u>\$ 7,212,666</u>

Additional information regarding Operating Expenditures can be found in Schedules 2B and 2C in the attached Amended Annual Budget document.

SPECIAL PURPOSE FUND

The Special Purpose Fund includes restricted grant funds that have been provided for a specific program or purpose. All revenues and expenses must be accounted for and reported separately from the Operating Fund, and are set out separately in schedule 3 and 3A of the 2022/23 Amended Annual Budget.

Overall an increase of \$4.1M in funding is projected as a result of changes in the following grants: New grants expected in 2022/23 include:

- \$0.5M for French immersion growth initiatives
- \$1.5M Student and Family Affordability Fund
- \$0.17M Early Learning and Childcare

Funding under the Classroom Enhance Fund has increased by \$0.8M to cover the additional staff required to meet class size and composition language. Remedy funding provided to meet the cost of remedies earned by teachers in cases where 'best efforts' by the school district to meet the terms of class size and composition language is not possible, is not typically budgeted for in the preliminary budget. The expected cost of remedies for the year is projected to be \$1.0M.

**2022/23
AMENDED ANNUAL BUDGET
NOTES AND ASSUMPTIONS**

	2022/23 Amended	2022/23 Preliminary	Change
Annual Facilities Grant	\$ 626,391	\$ 626,391	\$ -
Learning Improvement Fund	502,028	502,028	-
Strong Start	224,000	224,000	-
Ready Set Learn	61,250	61,250	-
Official Languages Education Program	278,926	271,184	7,742
French Immersion Growth Initiaves	525,000	-	525,000
Community Link	1,160,768	1,160,768	-
CEF - Overhead	6,101,085	6,101,085	-
CEF - Staffing	11,670,346	10,858,219	812,127
CEF - Remedies	1,013,688	-	1,013,688
First Nation Student Transportation	192,614	150,000	42,614
Mental Health in Schools	51,000	-	51,000
Changing Results for Young Children	11,250	11,250	-
Student and Family Affordability Fund	1,472,288	-	1,472,288
Early Learning & Childcare Grant	175,000	-	175,000
Carlile Youth Inpatient	234,483	237,572	(3,089)
Violence Prevention	20,000	20,000	-
Metro Regional Implementation	75,000	75,000	-
School Generated Funds	4,000,000	4,000,000	-
NSSSAA	250,000	210,000	40,000
	\$ 28,645,117	\$ 24,508,747	\$ 4,136,370

Additional information regarding Special Purpose Funds can be found in Schedule 3 and 3A.

2022/23
AMENDED ANNUAL BUDGET
NOTES AND ASSUMPTIONS

CAPITAL FUND

The Capital Fund includes investments in Capital Assets and Local Capital. The overall change in the Capital Fund, found on Schedule 4 is due to the following:

- Increase in budgeted allocation of interest income to Local capital of \$80,000
- Decrease in the amount of amortization of Deferred Capital Revenue of \$136,212
- Increase in the amount of amortization expense on capital assets of \$181,153

The table below details the planned investments in capital assets of \$1.8M

Capital Asset Purchases from Operating	Budgeted Expenditures
Computers, Projectors and Ipads	\$ 230,000
Custodial and Maintenance Operations Equipment	99,500
Communication Equipment	80,000
Inclusive Education Equipment	75,000
Miscellaneous Equipment	61,500
Electric Vehicle Infrastructure Equipment	50,500
Photocopier Lease Principal Repayment	44,991
Wireless Access Points	25,000
Total	\$ 666,491

Capital Asset Purchases from Special Purpose	Budgeted Expenditures
Annual Facility Grant - extend the service life of facilities	\$ 573,081
Improve Ventilation in Schools	329,674
School Investment in technology, furniture and equipment	280,000
Total from Special Purpose Funds	\$ 1,182,755
Total Investment in Capital Assets	\$ 1,849,246

Local Capital Fund

The estimated Local Capital Surplus balance at June 30, 2023 is estimated to be \$3.09M. Opening balances and planned contributions and expenditures during 2022/23 are presented in the table below:

	Opening Balance	Budgeted Contributions	Budgeted Expenditures	Estimated Closing Balance
Argyle Secondary	\$ 409,751	\$ -	\$ -	\$ 409,751
Handsworth Secondary	281,842	-	281,842	-
District Technology	1,643,188	-	491,098	1,152,090
Other Capital Projects Reserve	1,507,906	-	1,424,891	83,015
Asset Renewal & Replacement Reserve	1,329,049	120,000	-	1,449,049
Total Local Capital Reserve	\$ 5,171,736	\$ 120,000	\$ 2,197,831	\$ 3,093,905

**2022/23
AMENDED ANNUAL BUDGET
NOTES AND ASSUMPTIONS**

RISK MANAGEMENT

One of the guiding principles in development of the budget is the use of realistic and conservative assumptions to mitigate risk, and ensure the materiality of any assumptions missed can be absorbed within the overall budget. Although staff have taken a conservative approach in the assumptions made in development of the 2022/23 Amended Annual Budget, there are factors outside of the school district's control that could have a significant impact on estimates including:

- Interest rates have increased dramatically over the last 6 months. A turnaround in market conditions would have a significant impact on revenue earned from interest income.
- Inflationary pressures continue to drive up costs for supplies and labour. Cost overruns on capital maintenance and repair projects remains a real risk for the school district.
- Material change in the demand for substitutes would impact the estimated salaries and benefit costs.

AMENDED BUDGET BYLAW

The 2022/23 Amended Annual Budget Bylaw must be passed by the Board of Education and submitted to the Ministry by February 28 each year. The Audit Committee reviewed the 2022/23 Amended Annual Budget at the February 9, 2023 meeting and recommends that the Board of Education approve the 2022/23 Amended Annual Budget as presented.

Amended Annual Budget

School District No. 44 (North Vancouver)

June 30, 2023

School District No. 44 (North Vancouver)

June 30, 2023

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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. 44 (NORTH VANCOUVER) (called the "Board") to adopt the Amended Annual Budget of the Board for the fiscal year 2022/2023 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. The Board has complied with the provisions of the *Act*, Ministerial Orders, and Ministry of Education and Child Care Policies respecting the Amended Annual Budget adopted by this bylaw.
2. This bylaw may be cited as School District No. 44 (North Vancouver) Amended Annual Budget Bylaw for fiscal year 2022/2023.
3. The attached Statement 2 showing the estimated revenue and expense for the 2022/2023 fiscal year and the total budget bylaw amount of \$225,095,525 for the 2022/2023 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 2022/2023.

READ A FIRST TIME THE 21st DAY OF FEBRUARY, 2023;

READ A SECOND TIME THE 21st DAY OF FEBRUARY, 2023;

READ A THIRD TIME, PASSED AND ADOPTED THE 21st DAY OF FEBRUARY, 2023;

(Corporate Seal)

Chairperson of the Board

Secretary Treasurer

I HEREBY CERTIFY this to be a true original of School District No. 44 (North Vancouver) Amended Annual Budget Bylaw 2022/2023, adopted by the Board the 21st DAY OF FEBRUARY, 2023.

Secretary Treasurer

School District No. 44 (North Vancouver)

Statement 2

Amended Annual Budget - Revenue and Expense

Year Ended June 30, 2023

	2023 Amended Annual Budget	2023 Annual Budget
Ministry Operating Grant Funded FTE's		
School-Age	15,895.875	15,592.500
Adult	8.500	6.000
Other	122.875	103.750
Total Ministry Operating Grant Funded FTE's	16,027.250	15,702.250
Revenues	\$	\$
Provincial Grants		
Ministry of Education and Child Care	182,665,309	170,724,207
Other	14,100	16,600
Federal Grants	7,000	7,000
Tuition	10,800,450	8,699,400
Other Revenue	8,659,547	8,585,239
Rentals and Leases	2,509,751	2,418,700
Investment Income	1,123,500	366,000
Amortization of Deferred Capital Revenue	10,294,550	10,430,762
Total Revenue	216,074,207	201,247,908
Expenses		
Instruction	179,209,882	168,931,093
District Administration	7,199,664	7,089,347
Operations and Maintenance	33,908,758	33,316,823
Transportation and Housing	730,144	663,090
Total Expense	221,048,448	210,000,353
Net Revenue (Expense)	(4,974,241)	(8,752,445)
Budgeted Allocation (Retirement) of Surplus (Deficit)	2,084,519	5,488,923
Budgeted Surplus (Deficit), for the year	(2,889,722)	(3,263,522)
Budgeted Surplus (Deficit), for the year comprised of:		
Operating Fund Surplus (Deficit)		
Special Purpose Fund Surplus (Deficit)		
Capital Fund Surplus (Deficit)	(2,889,722)	(3,263,522)
Budgeted Surplus (Deficit), for the year	(2,889,722)	(3,263,522)

School District No. 44 (North Vancouver)

Amended Annual Budget - Revenue and Expense
Year Ended June 30, 2023

	2023 Amended Annual Budget	2023 Annual Budget
Budget Bylaw Amount		
Operating - Total Expense	178,266,812	171,092,322
Operating - Tangible Capital Assets Purchased	666,491	665,000
Special Purpose Funds - Total Expense	27,628,118	23,935,666
Special Purpose Funds - Tangible Capital Assets Purchased	1,182,755	573,081
Capital Fund - Total Expense	15,153,518	14,972,365
Capital Fund - Tangible Capital Assets Purchased from Local Capital	2,197,831	2,100,000
Total Budget Bylaw Amount	225,095,525	213,338,434

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. 44 (North Vancouver)

Statement 4

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

Year Ended June 30, 2023

	2023 Amended Annual Budget	2023 Annual Budget
	\$	\$
Surplus (Deficit) for the year	(4,974,241)	(8,752,445)
Effect of change in Tangible Capital Assets		
Acquisition of Tangible Capital Assets		
From Operating and Special Purpose Funds	(1,849,246)	(1,238,081)
From Local Capital	(2,197,831)	(2,100,000)
Total Acquisition of Tangible Capital Assets	(4,047,077)	(3,338,081)
Amortization of Tangible Capital Assets	15,153,518	14,972,365
Total Effect of change in Tangible Capital Assets	11,106,441	11,634,284
	-	-
(Increase) Decrease in Net Financial Assets (Debt)	6,132,200	2,881,839

School District No. 44 (North Vancouver)

Schedule 1

Amended Annual Budget - Schedule of Changes in Accumulated Surplus (Deficit) by Fund
Year Ended June 30, 2023

	Operating Fund	Special Purpose Fund	Capital Fund	2023 Amended Annual Budget
	\$	\$	\$	\$
Accumulated Surplus (Deficit), beginning of year	9,297,185	-	107,859,762	117,156,947
Changes for the year				
Net Revenue (Expense) for the year	(1,418,028)	1,182,755	(4,738,968)	(4,974,241)
Interfund Transfers				
Tangible Capital Assets Purchased	(666,491)	(1,182,755)	1,849,246	-
Net Changes for the year	(2,084,519)	-	(2,889,722)	(4,974,241)
Budgeted Accumulated Surplus (Deficit), end of year	7,212,666	-	104,970,040	112,182,706

School District No. 44 (North Vancouver)

Schedule 2

Amended Annual Budget - Operating Revenue and Expense
Year Ended June 30, 2023

	2023 Amended Annual Budget	2023 Annual Budget
	\$	\$
Revenues		
Provincial Grants		
Ministry of Education and Child Care	158,207,942	150,520,460
Other	14,100	16,600
Federal Grants	7,000	7,000
Tuition	10,800,450	8,699,400
Other Revenue	4,306,041	4,280,239
Rentals and Leases	2,509,751	2,418,700
Investment Income	1,003,500	326,000
Total Revenue	176,848,784	166,268,399
Expenses		
Instruction	151,911,646	145,275,737
District Administration	7,124,664	7,014,347
Operations and Maintenance	18,701,930	18,291,148
Transportation and Housing	528,572	511,090
Total Expense	178,266,812	171,092,322
Net Revenue (Expense)	(1,418,028)	(4,823,923)
Budgeted Prior Year Surplus Appropriation	2,084,519	5,488,923
Net Transfers (to) from other funds		
Tangible Capital Assets Purchased	(666,491)	(665,000)
Total Net Transfers	(666,491)	(665,000)
Budgeted Surplus (Deficit), for the year	-	-

School District No. 44 (North Vancouver)

Schedule 2A

Amended Annual Budget - Schedule of Operating Revenue by Source
Year Ended June 30, 2023

	2023 Amended Annual Budget	2023 Annual Budget
	\$	\$
Provincial Grants - Ministry of Education and Child Care		
Operating Grant, Ministry of Education and Child Care	150,867,019	147,492,430
Other Ministry of Education and Child Care Grants		
Pay Equity	2,966,047	2,966,047
Funding for Graduated Adults	3,143	-
Student Transportation Fund	40,566	40,566
FSA Scorer Grant	17,740	17,740
Early Learning Framework (ELF) Implementation	3,677	3,677
Labour Settlement Funding	4,309,750	-
Total Provincial Grants - Ministry of Education and Child Care	158,207,942	150,520,460
Provincial Grants - Other	14,100	16,600
Federal Grants	7,000	7,000
Tuition		
Summer School Fees	63,450	55,000
International and Out of Province Students	10,737,000	8,644,400
Total Tuition	10,800,450	8,699,400
Other Revenues		
Miscellaneous		
Cheakamus Centre	1,774,366	2,136,614
Bank and Strings	628,000	597,000
Academy Fees	740,600	844,400
Donations and Recoveries	33,925	34,925
Artists for Kids	359,950	298,500
Cafeteria and Vending	55,000	30,500
Other	714,200	338,300
Total Other Revenue	4,306,041	4,280,239
Rentals and Leases	2,509,751	2,418,700
Investment Income	1,003,500	326,000
Total Operating Revenue	176,848,784	166,268,399

School District No. 44 (North Vancouver)

Schedule 2B

Amended Annual Budget - Schedule of Operating Expense by Object
Year Ended June 30, 2023

	2023 Amended Annual Budget	2023 Annual Budget
	\$	\$
Salaries		
Teachers	78,347,292	75,588,182
Principals and Vice Principals	11,435,117	11,304,006
Educational Assistants	15,588,758	14,945,464
Support Staff	12,396,935	11,978,232
Other Professionals	5,618,568	5,642,242
Substitutes	4,577,132	4,534,838
Total Salaries	127,963,802	123,992,964
Employee Benefits	31,763,228	30,057,751
Total Salaries and Benefits	159,727,030	154,050,715
Services and Supplies		
Services	9,300,065	8,971,782
Student Transportation	135,880	136,000
Professional Development and Travel	1,046,145	818,015
Rentals and Leases	26,500	23,285
Dues and Fees	84,000	91,000
Insurance	441,332	467,000
Supplies	4,320,310	3,363,280
Utilities	3,185,550	3,171,245
Total Services and Supplies	18,539,782	17,041,607
Total Operating Expense	178,266,812	171,092,322

School District No. 44 (North Vancouver)

Schedule 2C

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

Year Ended June 30, 2023

	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	61,593,670	3,393,377	1,874,784	1,911,334	-	3,886,038	72,659,203
1.03 Career Programs	129,039	56,040	-	310,843	-	7,500	503,422
1.07 Library Services	2,655,904	-	173,459	131,049	-	12,500	2,972,912
1.08 Counselling	2,601,182	-	-	-	-	8,000	2,609,182
1.10 Special Education	6,834,446	698,539	12,709,947	-	767,550	370,000	21,380,482
1.30 English Language Learning	2,078,932	-	-	-	-	8,000	2,086,932
1.31 Indigenous Education	549,114	98,070	497,806	-	-	18,094	1,163,084
1.41 School Administration	-	6,873,866	-	761,803	-	32,000	7,667,669
1.60 Summer School	255,098	35,025	-	27,000	-	-	317,123
1.62 International and Out of Province Students	1,649,907	-	-	109,215	206,821	-	1,965,943
1.64 Other	-	140,100	-	63,478	198,814	77,000	479,392
Total Function 1	78,347,292	11,295,017	15,255,996	3,314,722	1,173,185	4,419,132	113,805,344
4 District Administration							
4.11 Educational Administration	-	-	-	-	783,684	-	783,684
4.40 School District Governance	-	-	-	-	206,196	-	206,196
4.41 Business Administration	-	140,100	-	1,152,360	1,765,199	8,000	3,065,659
Total Function 4	-	140,100	-	1,152,360	2,755,079	8,000	4,055,539
5 Operations and Maintenance							
5.41 Operations and Maintenance Administration	-	-	-	207,085	1,089,612	-	1,296,697
5.50 Maintenance Operations	-	-	-	7,325,739	600,692	150,000	8,076,431
5.52 Maintenance of Grounds	-	-	-	397,029	-	-	397,029
5.56 Utilities	-	-	-	-	-	-	-
Total Function 5	-	-	-	7,929,853	1,690,304	150,000	9,770,157
7 Transportation and Housing							
7.70 Student Transportation	-	-	332,762	-	-	-	332,762
Total Function 7	-	-	332,762	-	-	-	332,762
9 Debt Services							
Total Function 9	-	-	-	-	-	-	-
Total Functions 1 - 9	78,347,292	11,435,117	15,588,758	12,396,935	5,618,568	4,577,132	127,963,802

School District No. 44 (North Vancouver)

Schedule 2C

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

Year Ended June 30, 2023

	Total Salaries	Employee Benefits	Total Salaries and Benefits	Services and Supplies	2023 Amended Annual Budget	2023 Annual Budget
	\$	\$	\$	\$	\$	\$
1 Instruction						
1.02 Regular Instruction	72,659,203	18,771,932	91,431,135	4,231,883	95,663,018	91,492,432
1.03 Career Programs	503,422	120,306	623,728	75,500	699,228	658,707
1.07 Library Services	2,972,912	743,837	3,716,749	11,825	3,728,574	3,593,091
1.08 Counselling	2,609,182	656,128	3,265,310	28,225	3,293,535	3,504,607
1.10 Special Education	21,380,482	5,140,519	26,521,001	425,646	26,946,647	26,137,300
1.30 English Language Learning	2,086,932	524,677	2,611,609	14,000	2,625,609	2,228,123
1.31 Indigenous Education	1,163,084	281,695	1,444,779	154,000	1,598,779	1,425,802
1.41 School Administration	7,667,669	1,641,071	9,308,740	154,129	9,462,869	8,736,237
1.60 Summer School	317,123	74,644	391,767	6,500	398,267	386,537
1.62 International and Out of Province Students	1,965,943	486,333	2,452,276	2,002,800	4,455,076	3,913,912
1.64 Other	479,392	101,500	580,892	2,459,152	3,040,044	3,198,989
Total Function 1	113,805,344	28,542,642	142,347,986	9,563,660	151,911,646	145,275,737
4 District Administration						
4.11 Educational Administration	783,684	151,386	935,070	231,390	1,166,460	1,181,577
4.40 School District Governance	206,196	17,918	224,114	201,300	425,414	355,018
4.41 Business Administration	3,065,659	678,835	3,744,494	1,788,296	5,532,790	5,477,752
Total Function 4	4,055,539	848,139	4,903,678	2,220,986	7,124,664	7,014,347
5 Operations and Maintenance						
5.41 Operations and Maintenance Administration	1,296,697	284,961	1,581,658	1,126,100	2,707,758	2,685,625
5.50 Maintenance Operations	8,076,431	1,912,637	9,989,068	2,483,156	12,472,224	12,085,789
5.52 Maintenance of Grounds	397,029	94,919	491,948	520,000	1,011,948	1,009,734
5.56 Utilities	-	-	-	2,510,000	2,510,000	2,510,000
Total Function 5	9,770,157	2,292,517	12,062,674	6,639,256	18,701,930	18,291,148
7 Transportation and Housing						
7.70 Student Transportation	332,762	79,930	412,692	115,880	528,572	511,090
Total Function 7	332,762	79,930	412,692	115,880	528,572	511,090
9 Debt Services						
Total Function 9	-	-	-	-	-	-
Total Functions 1 - 9	127,963,802	31,763,228	159,727,030	18,539,782	178,266,812	171,092,322

School District No. 44 (North Vancouver)

Amended Annual Budget - Special Purpose Revenue and Expense
Year Ended June 30, 2023

	2023 Amended Annual Budget	2023 Annual Budget
	\$	\$
Revenues		
Provincial Grants		
Ministry of Education and Child Care	24,457,367	20,203,747
Other Revenue	4,353,506	4,305,000
Total Revenue	28,810,873	24,508,747
Expenses		
Instruction	27,298,236	23,655,356
District Administration	75,000	75,000
Operations and Maintenance	53,310	53,310
Transportation and Housing	201,572	152,000
Total Expense	27,628,118	23,935,666
Net Revenue (Expense)	1,182,755	573,081
Net Transfers (to) from other funds		
Tangible Capital Assets Purchased	(1,182,755)	(573,081)
Total Net Transfers	(1,182,755)	(573,081)
Budgeted Surplus (Deficit), for the year	-	-

School District No. 44 (North Vancouver)
Amended Annual Budget - Changes in Special Purpose Funds
Year Ended June 30, 2023

	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	-	-	4,014,817	-	21,612	780	-	-	-
Add: Restricted Grants									
Provincial Grants - Ministry of Education and Child Care	626,391	502,028		224,000	61,250	803,926	1,160,768	6,101,085	11,670,346
Other			4,000,000						
	626,391	502,028	4,000,000	224,000	61,250	803,926	1,160,768	6,101,085	11,670,346
Less: Allocated to Revenue	626,391	502,028	4,000,000	224,000	82,862	804,706	1,160,768	6,101,085	11,670,346
Recovered									
Deferred Revenue, end of year	-	-	4,014,817	-	-	-	-	-	-
Revenues									
Provincial Grants - Ministry of Education and Child Care	626,391	502,028		224,000	82,862	804,706	1,160,768	6,101,085	11,670,346
Other Revenue			4,000,000						
	626,391	502,028	4,000,000	224,000	82,862	804,706	1,160,768	6,101,085	11,670,346
Expenses									
Salaries									
Teachers						274,729	270,900		9,323,592
Principals and Vice Principals						44,241			
Educational Assistants		404,797					434,494	4,919,435	
Support Staff				190,576			53,453		
Substitutes					12,753				
	-	404,797	-	190,576	12,753	318,970	758,847	4,919,435	9,323,592
Employee Benefits		97,231		33,424	2,247	77,441	185,390	1,181,650	2,346,754
Services and Supplies	53,310		3,720,000		67,862	408,295	216,531		
	53,310	502,028	3,720,000	224,000	82,862	804,706	1,160,768	6,101,085	11,670,346
Net Revenue (Expense) before Interfund Transfers	573,081	-	280,000	-	-	-	-	-	-
Interfund Transfers									
Tangible Capital Assets Purchased	(573,081)		(280,000)						
	(573,081)	-	(280,000)	-	-	-	-	-	-
Net Revenue (Expense)	-	-	-	-	-	-	-	-	-

School District No. 44 (North Vancouver)
Amended Annual Budget - Changes in Special Purpose Funds
Year Ended June 30, 2023

	Classroom Enhancement Fund - Remedies	First Nation Student Transportation	Mental Health in Schools	Changing Results for Young Children	Federal Safe Return to Class / Ventilation Fund	Student & Family Affordability	ECL Early Care & Learning	Carlile Youth Inpatient PRP	Violence Prevention
	\$	\$	\$	\$	\$	\$	\$	\$	\$
Deferred Revenue, beginning of year	106,561	8,958	308	8,878	329,674	-	-	987	8,506
Add: Restricted Grants									
Provincial Grants - Ministry of Education and Child Care	1,013,688	192,614	51,000	11,250		1,472,288	175,000	234,483	
Other									20,000
	1,013,688	192,614	51,000	11,250	-	1,472,288	175,000	234,483	20,000
Less: Allocated to Revenue	1,013,688	201,572	51,308	20,128	329,674	1,258,341	175,000	235,470	28,506
Recovered	106,561								
Deferred Revenue, end of year	-	-	-	-	-	213,947	-	-	-
Revenues									
Provincial Grants - Ministry of Education and Child Care	1,013,688	201,572	51,308	20,128	329,674	1,258,341	175,000	235,470	
Other Revenue									28,506
	1,013,688	201,572	51,308	20,128	329,674	1,258,341	175,000	235,470	28,506
Expenses									
Salaries									
Teachers								144,480	
Principals and Vice Principals								14,562	
Educational Assistants									
Support Staff									
Substitutes	861,833			9,565				25,500	
	861,833	-	-	9,565	-	-	-	184,542	-
Employee Benefits	151,855			1,685				43,666	
Services and Supplies		201,572	51,308	8,878		1,258,341	175,000	7,262	28,506
	1,013,688	201,572	51,308	20,128	-	1,258,341	175,000	235,470	28,506
Net Revenue (Expense) before Interfund Transfers	-	-	-	-	329,674	-	-	-	-
Interfund Transfers									
Tangible Capital Assets Purchased					(329,674)				
	-	-	-	-	(329,674)	-	-	-	-
Net Revenue (Expense)	-	-	-	-	-	-	-	-	-

School District No. 44 (North Vancouver)
Amended Annual Budget - Changes in Special Purpose Funds
Year Ended June 30, 2023

	Metro Regional Implementation	Sutherland Track	NSSSAA	TOTAL
	\$	\$	\$	\$
Deferred Revenue, beginning of year	162,259	10,000	85,460	4,758,800
Add: Restricted Grants				
Provincial Grants - Ministry of Education and Child Care				24,300,117
Other	75,000		250,000	4,345,000
	75,000	-	250,000	28,645,117
Less: Allocated to Revenue	75,000	-	250,000	28,810,873
Recovered				106,561
Deferred Revenue, end of year	162,259	10,000	85,460	4,486,483
Revenues				
Provincial Grants - Ministry of Education and Child Care				24,457,367
Other Revenue	75,000		250,000	4,353,506
	75,000	-	250,000	28,810,873
Expenses				
Salaries				
Teachers			103,204	10,116,905
Principals and Vice Principals				58,803
Educational Assistants				5,758,726
Support Staff			22,851	266,880
Substitutes				909,651
	-	-	126,055	17,110,965
Employee Benefits			31,465	4,152,808
Services and Supplies	75,000		92,480	6,364,345
	75,000	-	250,000	27,628,118
Net Revenue (Expense) before Interfund Transfers	-	-	-	1,182,755
Interfund Transfers				
Tangible Capital Assets Purchased				(1,182,755)
	-	-	-	(1,182,755)
Net Revenue (Expense)	-	-	-	-

School District No. 44 (North Vancouver)

Schedule 4

Amended Annual Budget - Capital Revenue and Expense

Year Ended June 30, 2023

	2023 Amended Annual Budget			2023
	Invested in Tangible Capital Assets	Local Capital	Fund Balance	Annual Budget
	\$	\$	\$	\$
Revenues				
Investment Income		120,000	120,000	40,000
Amortization of Deferred Capital Revenue	10,294,550		10,294,550	10,430,762
Total Revenue	10,294,550	120,000	10,414,550	10,470,762
Expenses				
Amortization of Tangible Capital Assets				
Operations and Maintenance	15,153,518		15,153,518	14,972,365
Total Expense	15,153,518	-	15,153,518	14,972,365
Net Revenue (Expense)	(4,858,968)	120,000	(4,738,968)	(4,501,603)
Net Transfers (to) from other funds				
Tangible Capital Assets Purchased	1,849,246		1,849,246	1,238,081
Total Net Transfers	1,849,246	-	1,849,246	1,238,081
Other Adjustments to Fund Balances				
Tangible Capital Assets Purchased from Local Capital	772,940	(772,940)	-	
Tangible Capital Assets WIP Purchased from Local Capital	1,424,891	(1,424,891)	-	
Total Other Adjustments to Fund Balances	2,197,831	(2,197,831)	-	
Budgeted Surplus (Deficit), for the year	(811,891)	(2,077,831)	(2,889,722)	(3,263,522)

Schedule B.2
of the
Administrative Memorandum

Meeting Date: February 21, 2023 ☒ **Board** ☐ **Board, in camera**

Topic (as per the Memorandum): **Notice of Motion: Motions for BC School Trustees Association (BCSTA) Annual General Meeting April 2023**

Narration:

Following BCSTA's procedures, in order to put forward a motion to the BCSTA Annual General Meeting (AGM), Boards of Education must pass the final wording of the motion by a majority vote of the Board of Education. This year's AGM is scheduled April 27 - 30, 2023 and the deadline to submit substantive motions is February 24, 2023.

Two motions are being brought forward for the Board of Education for consideration as attached to this memorandum.

Attachments:

Inclusive Education Guidelines
Inclusive Schools and Safety

RECOMMENDED MOTIONS:

that the North Vancouver Board of Education approve the substantive motion to update the Inclusive Education Guidelines as attached to this memorandum of February 21, 2023.

that the North Vancouver Board of Education approve the substantive motion to update the Inclusive Schools and Safety as attached to this memorandum of February 21, 2023.



Title

Inclusive Education Guidelines

Sponsor

Board of Education of SCHOOL DISTRICT NO. 44 (NORTH VANCOUVER)

Motion

That BCSTA advocate to the Ministry of Education and Child Care to update its inclusive education resource titled Special Education Services: A Manual of Policies, Procedures and Guidelines, and release the updated version to School Boards.

Rationale

This resource is woefully out of date as it is not been updated since April 2016. The Ministry of Education and Child Care has been consulting with professionals and community members for the past 7 years regarding inclusive education matters. However, the Ministry has yet to release an updated version of this important resource to help guide Boards of Education.

This inclusive education manual needs to be a living document and not a static document that is updated. As we learn more about how students with designations learn, what they need to feel included, what they need to feel to belong changes as we gain knowledge from those with the lived experiences.

Optional References

[Special Education Policy Manual \(gov.bc.ca\)](https://www2.gov.bc.ca/gov2/education/special_education/policy_manual/index.html)



Title

Inclusive Schools and Safety

Sponsor

Board of Education of SCHOOL DISTRICT NO. 44 (NORTH VANCOUVER)

Motion

That BCSTA advocate and follow up with the Ministry of Education and Child Care on the review of the 2015 provincial guidelines on physical restraint and seclusion in school districts and provide a timeline on when Boards of Education can expect to receive the updated guidelines.

Rationale

As per the motion brought forward by Langley School District in 2021, school districts have policies and procedures regarding seclusion and restraint. However, additional work is needed to ensure that the manner in which neurodiverse students are treated in schools is safe and respectful. It is important for Boards of Education and the Ministry of Education and Child Care to have access to more information about the seclusion/isolation rooms so they can work together on this matter. Boards would also benefit from receiving regular reports regarding incidents of the use of seclusion and restraint in schools to better understand what is happening.

Optional References

[Provincial Guidelines - Physical Restraint and Seclusion in School Settings](#)

Schedule C.1
of the
Administrative Memorandum

Meeting Date: February 21, 2023 ☒ **Board** ☐ **Board, in camera**

Topic (as per the Memorandum): **Land Management - Written Update**

Narration:

Updates on the Board of Education's Land Management will be provided in writing at each of the monthly Public Board Meetings for information.

Attachment:

Land Management Update – February 2023

Land Management Update – February 15, 2023

Argyle Secondary School – Seismic Replacement

- Water damage incurred on December 24th due extreme climatic weather event. Approximately 4,600 square feet of the centre gymnasium court floor was damaged. Renewal work is underway and scheduled for completion and handover on March 27, 2023.
- Other projects to be completed:
 - New artificial turf field and sports court project led by District of North Vancouver – tender has been awarded and construction scheduled to begin February 20, 2023.
 - New outdoor basketball practice area - tender documents have been prepared and will be advertised shortly (project is sponsored by Argyle Secondary School).

Handsworth Secondary School – Seismic Replacement

- No significant updates.
- Resolution of contractor deficiencies is on-going; new school warranty expired on December 23, 2022.
- Demolition of existing school is complete and grading for the new field sub-base is nearing completion.
- Final site landscaping improvements will commence; scheduling is weather dependent.

Mountainside Secondary School – Seismic Upgrade

- No significant updates.
- Interior construction is complete; resolution of outstanding kitchen deficiencies is on-going.
- Paving and installation of concrete driveway let down and sidewalk complete. Final asphalt patching, painting of parking lines and parking curbs to be installed (weather dependant).

Cheakamus Centre's Environmental Learning Centre – Envelope Rehabilitation

- Contractor is completing outstanding items and resolving deficiencies.
- Window and building air tightness tests were completed.
- Landscaping renewal to be completed in the spring 2023.

Cloverley Elementary School – New School

- No significant updates.
- Ministry of Education and Child Care requested revisions to the Project Definition Report (PDR) to include a mass timber option. Revised PDR has been submitted to the Ministry for review.

Lynn Valley Expansion Project

- The project architect and primary sub consultants have been retained.
- RFP for a civil engineering consultant will be issued by February 17, 2023.
- Schematic design phase has commenced.
- The project Core Committee held the initial meeting to commence the design process.
- Additional design input committees are being assembled.
- Discussions with the District of North Vancouver Planning Department have commenced.

Lucas

- No change.

Facilities Update

- Brooksbank Elementary - Request for proposal to install a universally accessible playground have been received and are under evaluation.
- Lynnmour Elementary - HVAC upgrade project is complete with focus on final deficiencies.
- Ministry Consultants have completed the property condition lifecycle assessments of school buildings, updated every five years. New data is expected to be uploaded and accessible by the end of March.

Schedule C.2
of the
Administrative Memorandum

Meeting Date: February 21, 2023 ☒ **Board** ☐ **Board, in camera**

Topic (as per the Memorandum): **Tuesday, February 7, 2023 Standing Committee Meeting**

Narration:

The Board of Education will find attached the meeting summary from the February 7, 2023 Finance and Facilities Standing Committee Meeting.

Trustee Cyndi Gerlach will report on highlights of the meeting.

Attachment:

Meeting Summary – Board of Education Standing Committee, February 7, 2023

BOARD OF EDUCATION STANDING COMMITTEE
Finance and Facilities

NORTH VANCOUVER SCHOOL DISTRICT

Meeting Summary of February 7, 2023

Meeting Summary of the Board of Education's Standing Committee Meeting held at the Education Services Centre, 2121 Lonsdale Avenue, North Vancouver, British Columbia, on Tuesday, February 7, 2023.

Call to Order:

Trustee Cyndi Gerlach called the Finance and Facilities Standing Committee meeting to order at 7:00 pm, thanking those in attendance for participating. The traditional territorial lands of the Skwxwú7mesh (Squamish) Nation and səliłwətaʔł (Tsleil-Waututh) Nation were acknowledged.

Budget Session – Development of the 2023/24 Operating Budget

Superintendent Dr. Pius Ryan provided introductory comments about development of the annual budget for 2023/24 starting with the educational and strategic context for the school district. Secretary Treasurer Jacqui Stewart and Assistant Superintendents Chris Atkinson and Arlene Martin provided an overview of student enrolments, how the school district is funded, how the school district spends and the planning assumptions looking forward.

Adam Baumann, Director of Instruction facilitated a panel discussion with District Principals Jeremy Church, Greg Hockley, Rose Greene, Janis Mann and Sandra Singh and Director of Instruction Dr. Vince White. Each panelist spoke about the opportunities and challenges of the school district priorities: inclusive education, career development, innovative instruction, social emotional learning and indigenous education. Following the presentations on opportunities and challenges, the panelists joined the meeting participants for two rounds of table discussions.

In closing, Dr. Ryan provided an overview of the fiscal framework and the opportunities to inform budget priorities for next fiscal. Concluding the evening, Trustee Gerlach provided closing comments.

The presentation can be found online: [2022/23 Public Meetings](#)

Next Meeting:

March 28, 2023

Schedule C.3
of the
Administrative Memorandum

Meeting Date: February 21, 2023 ☒ **Board** ☐ **Board, in camera**

Topic (as per the Memorandum): **Superintendent's Report**

Narration:

The Superintendent will provide an oral report on items of interest or concern to the Board not otherwise covered in the agenda.

Schedule C.4
of the
Administrative Memorandum

Meeting Date: February 21, 2023 ☒ **Board** ☐ **Board, in camera**

Topic (as per the Memorandum): **Report Out – British Columbia School Trustees Association and BC Public School Employers' Association**

Narration:

Trustees will provide an update on information related to British Columbia School Trustees Association and BC Public School Employers' Association.

Schedule C.5
of the
Administrative Memorandum

Meeting Date: February 21, 2023 ☒ **Board** ☐ **Board, in camera**

Topic (as per the Memorandum): Trustees' Reports/Highlights

Narration:

The Board Chair will call for highlights from Trustees on their activities on behalf of the Board of Education.

Schedule ...C.6...
of the
Administrative Memorandum

Meeting Date: February 21, 2023 ☒ **Board** ☐ **Board, in camera**

Topic (as per the Memorandum): **Notice of Motion: Motion for BC School Trustees Association (BCSTA) Annual General Meeting April 2023**

Narration:

Following BCSTA's procedures, in order to put forward a motion to the BCSTA Annual General Meeting (AGM), Boards of Education must pass the final wording of the motion by a majority vote of the Board of Education. This year's AGM is scheduled April 27 - 30, 2023 and the deadline to submit substantive motions is February 24, 2023.

This motion is being brought forward for the Board of Education for consideration as attached to this memorandum.

Attachment:

Learning Disability (Dyslexia) and Policy/Guidelines for Screening Reading in Kindergarten

RECOMMENDED MOTION:

that the North Vancouver Board of Education approve the substantive motion to create policy and guidelines for literacy screening starting in Kindergarten and funding for early literacy assessment and intervention as attached to this memorandum of February 21, 2023.

Title

Learning Disability (Dyslexia) and Policy/Guidelines for Screening Reading in Kindergarten

Sponsor

Board of Education of SCHOOL DISTRICT NO. 44 (NORTH VANCOUVER)

Motion

That BCSTA advocate to the Ministry of Education and Child Care to create policy and guidelines to facilitate literacy screening readers starting in Kindergarten, and,
That BCSTA advocate to the Ministry of Education and Child Care to allocate direct funding to districts in support of early literacy assessment and intervention.

Rationale

Dyslexia and other learning disabilities (LD) are present in every classroom across the province, the numbers from Dr. Sally Shaywitz from Yale University suggests dyslexia and other learning disabilities affect 1 in 5 individuals with varying degrees.

Early intervention and access to resources is imperative for LD/dyslexic students to reach their potential. In order to do this effectively school districts need to start screening in kindergarten.

Changes to curriculum and instruction comes from the Ministry of Education and Child Care and asking for policy and guidelines will ensure equity for all children across the province and ensure that evidence based practices, including structured literacy and literacy screening in Kindergarten. Having this in place will allow for similarity across all school districts and improve academic learning outcomes for all students.

Benefits:

1. The system will flag reading disabilities and struggling students earlier;
2. Remediation for reading disabilities and struggling readers will be earlier;
3. Increased potential for all learners to reach their potential;
4. Less need for full diagnosis (Psycho Educational Assessments) to institute supports; and,
5. Cost savings overall and with an outcome of increased graduation rates as well as mental health, self-agency and self-regulation for students and families with students with learning disabilities.

Optional References

[Executive summary: Right to Read: Ontario Human Rights Commission \(ohrc.on.ca\)](https://ohrc.on.ca/)

[What is Dyslexia? - Yale Dyslexia](#)

**ScheduleD.....
of the
Administrative Memorandum**

Meeting Date: February 21, 2023 ☒ **Board** ☐ **Board, in camera**

**Topic (as per the
Memorandum):** **Future Meetings**

Narration:

Date and Time	Event	Location
Tuesday, March 7, 2023 at 6:30 p.m.	Public Board Meeting	Education Services Centre 2121 Lonsdale Avenue North Vancouver
Tuesday, March 28, 2023 at 6:30 p.m.	Standing Committee Meeting	Education Services Centre 2121 Lonsdale Avenue North Vancouver
Tuesday, April 18, 2023 At 6:30 p.m.	Public Board Meeting	Education Services Centre 2121 Lonsdale Avenue North Vancouver

All meetings will take place on the 5th floor in the Mountain View Room, unless otherwise noted.

Pedestrian Access: Main West Entrance at 2121 Lonsdale Avenue, proceed by elevator to 5th Floor.

Vehicle Access: Parkade Entrance off West 21st Street and Lonsdale Avenue, park on Level P1 and proceed by elevator to 5th floor.

**ScheduleE.....
of the
Administrative Memorandum**

Meeting Date: February 21, 2023 ☒ **Board** ☐ **Board, in camera**

Topic (as per the Memorandum): **Public Question & Comment Period**

Narration:

At the end of the Public Board Meeting, members of the public attending the meeting have an opportunity to obtain clarification concerning the meeting's proceedings. Those who are attending virtually can email publiccomments@sd44.ca or call 604-998-5100 and leave a voice mail. Questions and comments will be accepted until one hour after the adjournment of the meeting. Questions and comments submitted by email or phone will be circulated to the Board of Education.

The Board of Education can respond to comments, or ask staff to respond to comments, made during the Public Question & Comment Period.

In accordance with Board policy, questions relating to personnel, negotiations or litigation must not be dealt with in a public session.

During the Public Question and Comment Period at the end of the meeting, speakers may not speak disrespectfully of any Board Member, staff member or any other person and must not use offensive words or gestures.