

**ADMINISTRATIVE MEMORANDUM**

**Meeting Place:**

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

**Format and Date:**

PUBLIC BOARD MEETING  
Tuesday, September 22, 2020, at  
6:30 p.m.

		Estimated Completion Time
A.	Call to Order	
A.1.	Chair Sacré's opening remarks	6:30 pm
A.2.	Approval of Agenda (that the agenda, as recommended in the Administrative Memorandum, be adopted.)	6:30 pm
A.3.	Public Comment Period *	7:00 pm
A.4.	Stakeholder Comment Period	7:30 pm
A.5.	Approval of Minutes (that the minutes of the Public Meeting of June 23, 2020, be approved as circulated)	7:35 pm
B.	Action Items	
B.1.	Audited Financial Statements for the Year Ended June 30, 2020	8:00 pm
B.2.	Canadian Revenue Agency – Resolution re: Officers	8:05 pm
B.3.	Trustee Stipend	8:25 pm
B.4.	Notice of Motion – Anti-Racism Representative Working Group	8:40 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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Tuesday, September 22, 2020, at  
6:30 p.m.

	Estimated Completion Time
<b>C. Information and Proposals</b>	
C.1. Report out – Action Items Update	8:50 pm
C.2. Land Management Update	9:00 pm
C.3. Tuesday, September 15, 2020, Standing Committee Meeting	9:05 pm
C.4. Superintendent's Report	9:15 pm
C.5. Report Out - BC School Trustees Association (BCSTA) and BC Public School Employers' Association (BCPSEA)	9:25 pm
C.6. Trustees' Reports	9:35 pm
<b>D. Future Meetings</b>	9:35 pm
<b>E. Public Question &amp; Comment Period</b>	9:55 pm
<b>F. Adjournment</b>	9:55 pm

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

**Schedule A.3**  
**of the**  
**Administrative Memorandum**

**Meeting Date:** September 22, 2020       **Board**       **Board, in camera**

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

**Narration:**

The Board of Education will provide a twenty (20) minute public comment period relevant to the Board's mandate. Speakers will be allocated a maximum of two (2) minutes each. An additional ten (10) minutes will be provided for Trustee questions of clarification at the end of the comment period.

Speakers are requested to place their name on a signup sheet in order to speak during the Public Comment Period. The signup sheet will be available in the Board Room from 6:20 – 6:30 p.m. prior to the meeting's commencement. The Chair will invite those wishing to speak in the order that their name appears on the signup sheet.

When appearing before the Board of Education, speakers are requested to state their name and address for the record.

During the Public Comment Period, as well as 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.

Speakers may speak only once at the Public Comment Period.

For the purposes of September 22, 2020, Public Board Meeting, please follow these procedures:

**NEW: COVID-19 Procedures for Public Board Meetings**

To respect guidelines and orders around physical distancing and public gatherings provided by the Provincial Health Officer, upcoming Public Board Meetings will continue to be live-streamed and recorded. The public will not be able to attend meetings in person but will have the opportunity to provide input in advance of the meeting.

How you can provide input:

On the day of the Public Board Meeting, we ask that interested parties who wish to speak provide their full name, address, phone number, and topic of discussion to [publiccomments@sd44.ca](mailto:publiccomments@sd44.ca). Please do not provide a written submission.

For the Public Comment Period, we will accept requests to be placed on the speakers' list by email from 6:20 – 6:30 p.m. We will allow the first ten requests -- to a maximum of two minutes per speaker, for a total of 20 minutes -- the opportunity to speak. The Chair will phone the public speakers during the Public Comment Period in the order they have signed up.

**Schedule A.4**  
**of the**  
**Administrative Memorandum**

**Meeting Date:** September 22, 2020       **Board**       **Board, in camera**

**Topic (as per the Memorandum):**      **Stakeholder Comment Period**

**Narration:**

As per the motion passed on May 26, 2020, the Board of Education will provide a twenty (25) minute stakeholder comment period to allow stakeholders to speak to items on the Board of Education agenda (B and C items). Speakers will be allocated a maximum of five (5) minutes each. An additional five (5) minutes will be provided for Trustee questions of clarification at the end of the comment period.

Stakeholders will be invited to speak to the Board of Education in a rotating order each meeting. The Chair will invite those wishing to speak in the order that is determined prior to the meeting. For the September 22, 2020, Public Board Meeting, the following order will be observed (based on alphabetic order):

- Canadian Union of Public Employees (CUPE Local 389)
- District Student Leadership Council (DSLCL)
- North Vancouver Administrators (NoVA)
- North Vancouver Parent Advisory Council (NVPAC)
- North Vancouver Teachers' Association (NVTAA)

When appearing before the Board of Education, speakers are requested to state their name and address for the record.

During the Stakeholder Comment Period, as well as 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.

Speakers may speak only once at the Stakeholder Comment Period.

## School District No. 44 (North Vancouver)

Minutes of the 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, June 23, 2020.

**PRESENT:** C. Sacré, Chair  
G. Tsiakos, Vice Chair  
D. Bruce  
C. Gerlach  
M. Higgins  
K. Mann  
M. Tasi Baker

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### A. Call to Order

Chair Christie Sacré called the meeting to order at 6:30 p.m. and acknowledged the traditional territorial lands of the Squamish Nation and Tsleil-Waututh Nation. Chair Sacré thanked the staff, parents and students for their continued efforts and support during the challenges of COVID-19.

### A.2. Approval of Agenda

Moved by K. Mann

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

Seconded by D. Bruce

Carried

### A.3. Public Comment Period

Carolyn Pena, resident of North Vancouver and North Vancouver Teachers' Association representative, thanked the Board of Education for holding the Public Board Meeting in person. Ms. Pena spoke in support of service positions, noting that any cuts to staffing in the budget will impact these necessary services to students.

Lisa Murphy and Carolyn Taylor, residents of North Vancouver, spoke regarding the reduction of speech-language pathology services and psychologist services in school and how it would impact the students in the North Vancouver School District.

### A.4. Approval of Minutes

Moved by D. Bruce

that the minutes of the public meeting of May 26, 2020, be approved as circulated.

Seconded by M. Higgins

Carried

### B.1. Five-Year Capital Plan 2021/2022 (for Approval)

Each year, boards of education are required to submit a five-year Capital Plan providing details on high priority projects needed for their school districts. The deadline for the North Vancouver Board of Education adopting the Five-Year Capital Plan is June 30, 2020.

Jim Mackenzie, Director of Facilities and Planning, began his presentation by updating the Board of Education on the Long Range Facilities Plan (LRFP). Due to COVID-19, the LRFP is still being developed and the School District has not been able to bring it before the Capital Planning Committee; however, a current working draft LRFP was used to update enrolment projections which are required to support the Five-Year Capital Plan submission.

There are two major categories in the Capital Plan: Major Capital Funding Programs which are a five-year duration and Minor Capital Funding Programs, which are annual programs.

**B.1. Five-Year Capital Plan 2021/2022 (for Approval) (continued)**

An overview of the following was provided: the seismic mitigation program, new school program, school addition program and school replacement project, expansion and replacement projects for multiple schools, and school enhancement programs. The carbon neutral capital program, bus replacement program, and the playground equipment program were also discussed.

Responding to Trustees' questions, Mr. Mackenzie clarified there has been no confirmation for the new school site in the City of North Vancouver. Conversation with the City of North Vancouver continues to occur. Clarification was also provided on accessible playgrounds.

Moved by M. Higgins

that the Board approve the Draft 2021/2022 Five-Year Capital Plan as presented in Schedule B.1. of June 23, 2020.

Seconded by K. Mann

Carried

**B.2. Corporate Banking Services**

Board Chair Sacré introduced the following routine bylaw and resolutions as a consequence of a new Secretary Treasurer assigned signing authority.

**(A) Bank of Montreal – Banking Bylaw 1-2020**

Moved by D. Bruce

that Banking Bylaw Number 1-2020 be read a first time;

Seconded by M. Higgins

Carried

Moved by K. Mann

that Banking Bylaw Number 1-2020 be read a second time;

Seconded by G. Tsiakos

Carried

The Board unanimously agreed to proceed to a third reading of the bylaw.

Moved by C. Gerlach

that Banking Bylaw Number 1-2020 be read a third time, passed, and adopted.

Seconded by M. Tasi Baker

Carried

**(B) Toronto-Dominion – Resolution re: Bankers and Signing Officers**

Moved by C. Sacré

that the Toronto-Dominion Bank Resolution re: Bankers and Signing Officers as per Schedule B.2.(B). be approved.

Seconded by D. Bruce

Carried

**(C) BlueShore Financial – Resolution re: Bankers and Signing Officers**

Moved by M. Higgins

that the BlueShore Financial Bank Resolution re: Bankers and Signing Officers as per Schedule B.2.(C). be approved.

Seconded by G. Tsiakos

Carried

**B.3. Standing Committee Update**

Superintendent Mark Pearmain introduced this agenda item and shared that at earlier Public Board Meetings, the Board of Education updated *Policy 104: Board of Education – Meetings*; and, changes to *Policy 102: Board of Education – Committees and Representation* were necessary to align the policies.

**B.3. Standing Committee Update (continued)**

Moved by C. Gerlach

Carried

that the Board of Education approve the amended Proposed Revised Policy 102: Board of Education – Committees and Representation, as attached to this Administrative Memorandum of June 23, 2020.

Seconded by D. Bruce

**B.4. School District No. 44 (North Vancouver) Annual Budget Bylaw for Fiscal Year 2020/21**

As required under the School Act, the Board of Education must adopt its budget bylaw on or before June 30, 2020, for the 2020/21 fiscal year. Superintendent Pearmain introduced this agenda item by sharing the budget process with the Board of Education. Superintendent Pearmain provided highlights on how the School District is planning to address the impact of COVID-19.

Secretary Treasurer Georgia Allison, Executive Director of Human Resources Scott Stanley and Assistant Superintendents Chris Atkinson and Pius Ryan summarized revenue losses, staffing adjustments, operational changes, and the utilization of the accumulated operating surplus to balance the operating budget.

Director of Financial Services Kristen Watson presented the 2020/21 Preliminary Annual Budget in the amount of \$201,108,588, and provided an overview of the budget.

The Executive team provided clarification and responded to Trustees' questions.

Moved by D. Bruce

Carried

that School District No. 44 (North Vancouver) Annual Budget Bylaw for fiscal year 2020/21 be read a first time;

Seconded by G. Tsiakos

Moved by K. Mann

Carried

that School District No. 44 (North Vancouver) Annual Budget Bylaw for fiscal year 2020/21 be read a second time;

Seconded by C. Gerlach

The Board unanimously agreed to proceed to a third reading of the bylaw.

Moved by M. Tasi Baker

Carried

that School District No. 44 (North Vancouver) Annual Budget Bylaw for fiscal year 2020/21 be read a third time, passed and adopted.

Seconded by K. Mann

**Motion to Extend**

Moved by unanimous consent

to extend the meeting past 9:30 p.m.

A five minute break was observed.

**C.1. Land Management Update**

Superintendent Pearmain updated the Board of Education on the Argyle and Handsworth Secondary School Replacement Projects, as well as the Mountainside Secondary Seismic Upgrade. The Sutherland track grant application to the federal government for the rubberization of the surface was not successful, however, staff will continue to monitor opportunities for future grant applications. It was also noted that the Attorney General's Office of BC reached out with a request to use facilities over the summer.

**C.2. Superintendent’s Report**

Providing an update to the Board of Education, Superintendent Mark Pearmain, shared how the School District was continuing to deal with COVID-19. Superintendent Pearmain thanked the employees across the School District for their remarkable work. A special thanks was provided to retiring Secretary Treasurer Georgia Allison and a welcome to the incumbent Secretary Treasurer Jacqui Stewart.

**C.4. Report Out - BC School Trustees Association (BCSTA) and BC Public Schools Employers’ Association (BCPSEA)**

Trustee Tasi Baker had nothing to report for BCSTA. Trustee Gerlach had nothing to report for BCPSEA.

**C.5. Trustees’ Reports**

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

1. Meetings attended by Trustees included:
  - Public Board Meeting
  - Trustee Seminar Meetings
  - Audit Committee Meeting
  - Policy Committee Meeting
  - Superintendent’s Celebration of Student Excellence Luncheon – Virtual
  - Stakeholder Budget Meetings
  - Artists for Kids Committee Meeting
  - Physical Literacy for Communities Meeting
  - BC School Trustees Association Metro Meeting
  
2. Events attended by Trustees included:
  - Secondary School Graduation Events
  - North Vancouver Parent Advisory Committee Speaker Event
  - Public Art Panel – West Vancouver Community Arts Council Webinar
  - Cities in the time of COVID Webinar
  - Indigenous Youth Engagement and Climate Action Webinar
  - CNV4M3 Buckets of Hope

**Notice of Motion**

Trustee Gerlach advised that she had a notice of motion for addition to the September 22, 2020, Public Board Agenda. The notice of motion regarding an Anti-Racism Representative Working Group was received during the Trustees’ Reports.

**D. Future Meetings**

<b>Date and Time</b>	<b>Event</b>	<b>Location</b>
Tuesday, September 15, 2020, at 7:00 p.m.	Standing Committee Meeting Education and Programs	Education Services Centre 2121 Lonsdale Ave, N Vancouver
Tuesday, September 22, 2020, at 6:30 p.m.	Public Board Meeting	Education Services Centre 2121 Lonsdale Ave, N Vancouver
Tuesday, October 6, 2020, at 7:00 p.m.	Standing Committee Meeting Finance and Facilities	Education Services Centre 2121 Lonsdale Ave, N Vancouver
Tuesday, October 20, 2020, at 6:30 p.m.	Public Board Meeting	Education Services Centre 2121 Lonsdale Ave, N Vancouver



**E. Public Question & Comment Period**

There was no one wishing to speak.

**F. Adjournment**

The established agenda being completed, the Chair adjourned the meeting at 9:48 p.m. and thanked those who attended.

Certified Correct:

\_\_\_\_\_  
Jacqui Stewart  
Secretary Treasurer

\_\_\_\_\_  
Christie Sacré  
Chair, Board of Education

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

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

**Meeting Date:** September 22, 2020       **Board**       **Board, in camera**

**Topic (as per the Memorandum):**      **Audited Financial Statements for the Year Ended June 30, 2020**

**Narration:**

The 2019/20 audited financial statements, have been prepared consistent with the format prescribed by the Ministry of Education and audited by KPMG.

The attached statements are provided for review and approval by the Board of Education. In 2019/20, total revenues from all sources were \$194.3M, and total expenses were \$189.5M, resulting in a surplus of \$4.8M (refer to Statement 2).

Operating fund revenues were \$161.7M and operating fund expenses were \$154.2M, resulting in an operating surplus of \$7.4M before transfers. After recognition of transfers, the accumulated operating surplus is \$11.1M (refer to Schedule 2).

The North Vancouver School District Audit Committee consists of five voting members: three Trustees and two Independent Financial Experts. The ex-officio, non-voting members consist of the Superintendent, Secretary Treasurer, and Director of Financial Services.

The Audit Committee convened on September 17, 2020, attended by Audit Committee Chair, Mary Tasi Baker, Trustee George Tsiakos, Trustee Devon Bruce, Independent Financial Experts John Hetherington and John Smiley, and Mark Pearmain, Superintendent, Jacqui Stewart, Secretary Treasurer, and Kristen Watson, Director of Financial Services. Also in attendance was Lenora Lee, KPMG Audit Partner.

In accordance with the Terms of Reference, the Audit Committee:

- Reviewed the financial statements and Management Discussion and Analysis report with management and KPMG;
- Reviewed the Audit Findings Report and met In-Camera with the Auditor, without staff present to discuss the internal controls, audit approach, and provide an opportunity to discuss management performance;
- Provided a recommendation regarding the approval of the 2019/20 Year End Audited Financial Statements.

The Audit Committee resolved to recommend to the Board approve the 2019/20 Year End Audited Financial Statements.

Kristen Watson, Director of Financial Services, will introduce the 2019/20 Audited Financial Statements. The Board of Education's Audit Partner, Ms. Lenora Lee of KPMG, will be in attendance to present the Auditor's Report to the Board and respond to questions.

Attachments:

School District Audited Financial Statements Fiscal Year 2019/2020  
Management Discussion & Analysis Report 2019

**RECOMMENDED MOTION:**

that the Board approve the Audited Financial Statements and the Auditors' Report to the Board of Education of School District No.44 (North Vancouver) for the Year Ended June 30, 2020 as presented in Schedule B.1.

Consolidated Audited Financial Statements of

# **School District No. 44 (North Vancouver)**

And Independent Auditors' Report thereon

June 30, 2020

# School District No. 44 (North Vancouver)

June 30, 2020

## Table of Contents

Management Report .....	1
Independent Auditors' Report .....	2-4
Consolidated Statement of Financial Position - Statement 1 .....	5
Consolidated Statement of Operations - Statement 2 .....	6
Consolidated Statement of Changes in Net Debt - Statement 4 .....	7
Consolidated Statement of Cash Flows - Statement 5 .....	8
Notes to the Consolidated Financial Statements .....	9-30
Schedule of Changes in Accumulated Surplus (Deficit) by Fund - Schedule 1 (Unaudited) .....	31
Schedule of Operating Operations - Schedule 2 (Unaudited) .....	32
Schedule 2A - Schedule of Operating Revenue by Source (Unaudited) .....	33
Schedule 2B - Schedule of Operating Expense by Object (Unaudited) .....	34
Schedule 2C - Operating Expense by Function, Program and Object (Unaudited) .....	35
Schedule of Special Purpose Operations - Schedule 3 (Unaudited) .....	37
Schedule 3A - Changes in Special Purpose Funds and Expense by Object (Unaudited) .....	38
Schedule of Capital Operations - Schedule 4 (Unaudited) .....	41
Schedule 4A - Tangible Capital Assets (Unaudited) .....	42
Schedule 4B - Tangible Capital Assets - Work in Progress (Unaudited) .....	43
Schedule 4C - Deferred Capital Revenue (Unaudited) .....	44
Schedule 4D - Changes in Unspent Deferred Capital Revenue (Unaudited) .....	45

# School District No. 44 (North Vancouver)

## MANAGEMENT REPORT

Version: 2822-2077-9094

Management's Responsibility for the Consolidated Financial Statements.

The accompanying consolidated financial statements of School District No. 44 (North Vancouver) have been prepared by management in accordance with the accounting requirements of Section 23.1 of the Budget Transparency and Accountability Act of British Columbia, supplemented by Regulations 257/2010 and 198/2011 issued by the Province of British Columbia Treasury Board, and the integrity and objectivity of these statements are management's responsibility. Management is also responsible for all of the notes to the consolidated financial statements and schedules, and for ensuring that this information is consistent, where appropriate, with the information contained in the consolidated financial statements.

The preparation of consolidated financial statements necessarily involves the use of estimates based on management's judgment particularly when transactions affecting the current accounting period cannot be finalized with certainty until future periods.

Management is also responsible for implementing and maintaining a system of internal controls to provide reasonable assurance that assets are safeguarded, transactions are properly authorized and reliable financial information is produced.

The Board of Education of School District No. 44 (North Vancouver) (called the "Board") is responsible for ensuring that management fulfills its responsibilities for financial reporting and internal control and exercises these responsibilities through the Board. The Audit Committee, on behalf of the Board, periodically reviews internal consolidated financial statements up to four times a year and provides recommendations. The Board reviews externally audited consolidated financial statements yearly.

The external auditors, KPMG LLP, conduct an independent examination, in accordance with Canadian generally accepted auditing standards, and express their opinion on the consolidated financial statements. The external auditors have full and free access to financial management of School District No. 44 (North Vancouver) and meet when required. The accompanying Independent Auditors' Report outlines their responsibilities, the scope of their examination and their opinion on the School District's consolidated financial statements.

On behalf of School District No. 44 (North Vancouver)

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Signature of the Chairperson of the Board of Education

Date Signed

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Signature of the Superintendent

Date Signed

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Signature of the Secretary Treasurer

Date Signed



KPMG LLP  
St. Andrew's Square II  
800-730 View Street  
Victoria BC V8W 3Y7  
Canada  
Telephone 250-480-3500  
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## INDEPENDENT AUDITORS' REPORT

To the Board of Education of School District No. 44 (North Vancouver), and  
To the Minister of Education, Province of British Columbia

### ***Opinion***

We have audited the consolidated financial statements of School District No. 44 (North Vancouver) (the Entity), which comprise:

- the consolidated statement of financial position as at June 30, 2020
- the consolidated statement of operations for the year then ended
- the consolidated statement of changes in net debt for the year then ended
- the consolidated statement of cash flows for the year then ended
- and notes to the financial statements, including a summary of significant accounting policies

(Hereinafter referred to as the "financial statements").

In our opinion, the accompanying financial statements of the Entity as at and for the year ended June 30, 2020 are prepared, in all material respects, in accordance with the financial reporting provisions of Section 23.1 of the Budget Transparency and Accountability Act of the Province of British Columbia.

### ***Basis for Opinion***

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the "***Auditors' Responsibilities for the Audit of the Financial Statements***" section of our auditors' report.

We are independent of the Entity in accordance with the ethical requirements that are relevant to our audit of the financial statements in Canada and we have fulfilled our other ethical responsibilities in accordance with these requirements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

### ***Emphasis of Matter – Financial Reporting Framework***

We draw attention to note 2 to the financial statements which describes the applicable financial reporting framework and the significant differences between the financial reporting framework and Canadian public sector accounting standards.

Our opinion is not modified in respect of this matter.



### ***Other Information***

Management is responsible for the other information. Other information comprises:

- Information, other than the financial statements and the auditors' report thereon, included in the Financial Statement Discussion and Analysis document.
- Unaudited Schedules 1-4 attached to the audited financial statements.

Our opinion on the financial statements does not cover the other information and we do not and will not express any form of assurance conclusion thereon.

In connection with our audit of the financial statements, our responsibility is to read the other information identified above and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit, or otherwise appears to be materially misstated.

We obtained the Information, other than the financial statements and the auditors' report thereon, included in the Financial Statement Discussion and Analysis document as at the date of this auditors' report. If, based on the work we have performed on this other information, we conclude that there is a material misstatement of this other information, we are required to report that fact in the auditors' report.

We have nothing to report in this regard.

### ***Responsibilities of Management and Those Charged with Governance for the Financial Statements***

Management is responsible for the preparation of the financial statements in accordance with the financial reporting provisions of Section 23.1 of the Budget and Transparency and Accountability Act of the Province of British Columbia and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is responsible for assessing the Entity's ability to continue as a going concern, disclosing as applicable, matters related to going concern and using the going concern basis of accounting unless management either intends to liquidate the Entity or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the Entity's financial reporting process.

### ***Auditors' Responsibilities for the Audit of the Financial Statements***

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditors' report that includes our opinion.

Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists.

Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of the financial statements.





As part of an audit in accordance with Canadian generally accepted auditing standards, we exercise professional judgment and maintain professional skepticism throughout the audit.

We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion.  
The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Entity's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Entity's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditors' report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditors' report. However, future events or conditions may cause the Entity to cease to continue as a going concern.
- Communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.
- Obtain sufficient appropriate audit evidence regarding the financial information of the entities or business activities within the Group Entity to express an opinion on the financial statements. We are responsible for the direction, supervision and performance of the group audit. We remain solely responsible for our audit opinion.

**DRAFT**

Chartered Professional Accountants

Victoria, Canada

\_\_\_\_\_, 2020

# School District No. 44 (North Vancouver)

Statement 1

## Consolidated Statement of Financial Position

As at June 30, 2020

	2020 Actual	2019 Actual
	\$	\$
<b>Financial Assets</b>		
Cash and Cash Equivalents	66,908,608	50,804,816
Accounts Receivable		
Due from Province - Ministry of Education (Note 3)	697,047	3,069,828
Other (Note 3)	832,709	1,512,721
Inventories for Resale (Note 4)	312,540	353,004
<b>Total Financial Assets</b>	<b>68,750,904</b>	<b>55,740,369</b>
<b>Liabilities</b>		
Accounts Payable and Accrued Liabilities		
Due to Province - Ministry of Education	29,758	54,997
Other (Note 5)	23,601,552	15,770,934
Unearned Revenue (Note 6)	8,000,991	10,009,398
Deferred Revenue (Note 7)	5,059,288	4,678,968
Deferred Capital Revenue (Note 8)	241,192,037	194,580,740
Employee Future Benefits (Note 9)	7,742,500	7,516,625
Capital Lease Obligations (Note 10)	386,086	544,708
<b>Total Liabilities</b>	<b>286,012,212</b>	<b>233,156,370</b>
<b>Net Debt</b>	<b>(217,261,308)</b>	<b>(177,416,001)</b>
<b>Non-Financial Assets</b>		
Tangible Capital Assets (Note 11)	335,492,245	288,599,693
Prepaid Expenses	722,218	2,994,896
Supplies Inventory	1,678	-
<b>Total Non-Financial Assets</b>	<b>336,216,141</b>	<b>291,594,589</b>
<b>Accumulated Surplus (Deficit) (Note 13)</b>	<b>118,954,833</b>	<b>114,178,588</b>

Unrecognized Assets (Note 15)  
 Contractual Obligations (Note 16)  
 Contractual Rights (Note 17)  
 Contingent Liabilities (Note 19)

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)

## Consolidated Statement of Operations

Year Ended June 30, 2020

	2020 Budget (Note 18) \$	2020 Actual \$	2019 Actual \$
<b>Revenues</b>			
Provincial Grants			
Ministry of Education	163,963,719	<b>164,947,085</b>	156,378,664
Other	110,000	<b>131,295</b>	126,384
Federal Grants	5,000	<b>7,000</b>	6,650
Tuition (Note 6)	9,918,800	<b>10,977,768</b>	10,859,534
Other Revenue	11,525,418	<b>8,642,201</b>	12,664,871
Rentals and Leases	2,372,735	<b>2,390,823</b>	2,266,635
Investment Income	801,500	<b>962,092</b>	1,031,194
Amortization of Deferred Capital Revenue	6,223,213	<b>6,231,951</b>	6,175,550
<b>Total Revenue</b>	<u>194,920,385</u>	<u><b>194,290,215</b></u>	<u>189,509,482</u>
<b>Expenses</b>			
Instruction	162,080,576	<b>156,153,816</b>	154,675,898
District Administration	5,891,641	<b>6,234,354</b>	5,808,671
Operations and Maintenance	26,710,629	<b>26,776,392</b>	25,480,974
Transportation and Housing	555,595	<b>325,880</b>	172,901
Debt Services		<b>23,528</b>	36,895
<b>Total Expense</b>	<u>195,238,441</u>	<u><b>189,513,970</b></u>	<u>186,175,339</u>
<b>Surplus (Deficit) for the year</b>	<u>(318,056)</u>	<u><b>4,776,245</b></u>	<u>3,334,143</u>
<b>Accumulated Surplus (Deficit) from Operations, beginning of year</b>		<b>114,178,588</b>	110,844,445
<b>Accumulated Surplus (Deficit) from Operations, end of year</b>		<u><b>118,954,833</b></u>	<u>114,178,588</u>

# School District No. 44 (North Vancouver)

Consolidated Statement of Changes in Net Debt  
Year Ended June 30, 2020

	2020 Budget (Note 18) \$	2020 Actual \$	2019 Actual \$
<b>Surplus (Deficit) for the year</b>	(318,056)	<b>4,776,245</b>	3,334,143
<b>Effect of change in Tangible Capital Assets</b>			
Acquisition of Tangible Capital Assets	(29,196,288)	<b>(56,981,851)</b>	(24,574,532)
Amortization of Tangible Capital Assets	9,782,180	<b>10,089,299</b>	10,065,018
<b>Total Effect of change in Tangible Capital Assets</b>	<b>(19,414,108)</b>	<b>(46,892,552)</b>	(14,509,514)
Acquisition of Prepaid Expenses		<b>(1,413,169)</b>	(994,896)
Use of Prepaid Expenses		<b>1,685,847</b>	1,027,874
Acquisition of Supplies Inventory		<b>(1,678)</b>	-
Prepaid Deposit		<b>2,000,000</b>	(2,000,000)
<b>Total Effect of change in Other Non-Financial Assets</b>	<b>-</b>	<b>2,271,000</b>	(1,967,022)
<b>(Increase) Decrease in Net Debt, before Net Remeasurement Gains (Losses)</b>	<b>(19,732,164)</b>	<b>(39,845,307)</b>	(13,142,393)
<b>Net Remeasurement Gains (Losses)</b>			
<b>(Increase) Decrease in Net Debt</b>		<b>(39,845,307)</b>	(13,142,393)
<b>Net Debt, beginning of year</b>		<b>(177,416,001)</b>	(164,273,608)
<b>Net Debt, end of year</b>		<b>(217,261,308)</b>	(177,416,001)

# School District No. 44 (North Vancouver)

Statement 5

Consolidated Statement of Cash Flows

Year Ended June 30, 2020

	2020 Actual	2019 Actual
	\$	\$
<b>Operating Transactions</b>		
Surplus (Deficit) for the year	4,776,245	3,334,143
Changes in Non-Cash Working Capital		
Decrease (Increase)		
Accounts Receivable	3,052,793	(3,160,533)
Inventories for Resale	40,464	4,874
Supplies Inventories	(1,678)	
Prepaid Expenses	2,272,678	(1,967,022)
Increase (Decrease)		
Accounts Payable and Accrued Liabilities	7,805,379	6,695,587
Unearned Revenue	(2,008,407)	334,377
Deferred Revenue	380,320	(46,890)
Employee Future Benefits	225,875	284,726
Amortization of Tangible Capital Assets	10,089,299	10,065,018
Amortization of Deferred Capital Revenue	(6,231,951)	(6,175,550)
<b>Total Operating Transactions</b>	<b>20,401,017</b>	<b>9,368,730</b>
<b>Capital Transactions</b>		
Tangible Capital Assets Purchased	(8,159,990)	(5,211,230)
Tangible Capital Assets -WIP Purchased	(48,821,861)	(19,363,302)
<b>Total Capital Transactions</b>	<b>(56,981,851)</b>	<b>(24,574,532)</b>
<b>Financing Transactions</b>		
Capital Revenue Received	52,843,248	18,483,189
Capital Lease Payments	(158,622)	(175,611)
<b>Total Financing Transactions</b>	<b>52,684,626</b>	<b>18,307,578</b>
<b>Net Increase (Decrease) in Cash and Cash Equivalents</b>	<b>16,103,792</b>	<b>3,101,776</b>
<b>Cash and Cash Equivalents, beginning of year</b>	<b>50,804,816</b>	<b>47,703,040</b>
<b>Cash and Cash Equivalents, end of year</b>	<b>66,908,608</b>	<b>50,804,816</b>
<b>Cash and Cash Equivalents, end of year, is made up of:</b>		
Cash	64,367,651	48,317,484
Cash Equivalents	2,540,957	2,487,332
	<b>66,908,608</b>	<b>50,804,816</b>

**SCHOOL DISTRICT NO. 44 (NORTH VANCOUVER)**  
**NOTES TO FINANCIAL STATEMENTS**  
**YEAR ENDED JUNE 30, 2020**

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**NOTE 1      AUTHORITY AND PURPOSE**

The School District, established on April 12, 1946, operates under authority of the School Act of British Columbia as a corporation under the name of "The Board of Education of School District No. 44 (North Vancouver)", and operates as "School District No. 44 (North Vancouver)." A board of education ("Board") elected for a four-year term governs the School District. The School District provides educational programs to students enrolled in schools in the district, and is principally funded by the Province of British Columbia through the Ministry of Education. School District No. 44 (North Vancouver) is exempt from federal and provincial corporate income taxes.

The COVID-19 outbreak was declared a pandemic by the World Health Organization in March 2020 and has had a significant financial, market and social dislocating impact worldwide. Under direction of the Provincial Health Officer, all schools suspended in-class instruction in March 2020 and the School District remained open to continue to support students and families in a variety of ways. Parents were given the choice to send their children back to school on a gradual and part-time basis beginning June 1 with new health and safety guidelines. The ongoing impact of the pandemic presents uncertainty over future cash flows, may have a significant impact on future operations including decreases in revenue, impairment of receivables, reduction in investment income and delays in completing capital project work. As the situation is dynamic and the ultimate duration and magnitude of the impact are not known, an estimate of the future financial effect on the School District is not practicable at this time.

**NOTE 2      SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

The financial statements of the School District are prepared by management in accordance with the basis of accounting described below. Significant accounting policies of the School District are as follows:

a) Basis of Accounting

The financial statements have been prepared in accordance with Section 23.1 of the Budget Transparency and Accountability Act of the Province of British Columbia. This Section requires that the financial statements be prepared in accordance with Canadian public sector accounting standards except in regard to the accounting for government transfers as set out in Notes 2(g) and 2(o).

In November 2011, Treasury Board provided a directive through Restricted Contributions Regulation 198/2011 providing direction for the reporting of restricted contributions whether they are received or receivable by the School District before or after this regulation was in effect.

As noted in notes 2(g) and 2(o), Section 23.1 of the Budget Transparency and Accountability Act and its related regulations require the School District to recognize government transfers for the acquisition of capital assets into revenue on the same basis as the related amortization expense.

**SCHOOL DISTRICT NO. 44 (NORTH VANCOUVER)**  
**NOTES TO FINANCIAL STATEMENTS**  
**YEAR ENDED JUNE 30, 2020**

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**NOTE 2      SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**  
*(Continued)*

a) Basis of Accounting *(continued)*

As these transfers do not contain stipulations that create a liability, Canadian public sector accounting standards would require that:

- government transfers, which do not contain a stipulation that creates a liability, be recognized as revenue by the recipient when approved by the transferor and the eligibility criteria have been met in accordance with public sector accounting standard PS3410; and
- externally restricted contributions be recognized as revenue in the period in which the resources are used for the purpose or purposes specified in accordance with public sector accounting standard PS3100.

As a result, revenue recognized in the statement of operations and certain related deferred capital revenue would be recorded differently under Canadian Public Sector Accounting Standards.

b) Basis of Consolidation

These financial statements reflect the assets, liabilities, revenues, and expenses of the reporting entity, which is comprised of all controlled entities, including the Cheakamus Foundation for Environmental Learning. Inter-departmental balances and organizational transactions have been eliminated.

The School District does not administer any trust activities on behalf of external parties.

c) Cash and Cash Equivalents

Cash and cash equivalents include cash and term deposits that are readily convertible to known amounts of cash and that are subject to an insignificant risk of change in value. These cash equivalents generally have a maturity of three months or less at acquisition and are held for the purpose of meeting short-term cash commitments rather than for investing.

d) Accounts Receivable

Accounts receivable are measured at amortized cost and shown net of allowance for doubtful accounts.

e) Inventories for Resale

Publications for resale are recorded using the first-in-first-out method. Artists for Kids print inventory is recorded using the specific identification method. These inventories for resale are measured at lower of cost and net realizable value. Cost includes all costs incurred to get ready for sale including production, taxes, duties. Net realizable value is the expected selling price in the ordinary course of business.

**SCHOOL DISTRICT NO. 44 (NORTH VANCOUVER)**  
**NOTES TO FINANCIAL STATEMENTS**  
**YEAR ENDED JUNE 30, 2020**

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**NOTE 2      SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**  
*(Continued)*

f) Unearned Revenue

Unearned revenue includes tuition fees received for courses to be delivered in future periods and receipt of proceeds for services or products to be delivered in a future period. Revenue will be recognized in that future period when the courses, services, or products are provided.

g) Deferred Revenue and Deferred Capital Revenue

Deferred revenue includes contributions received with stipulations that meet the description of restricted contributions in the Restricted Contributions Regulation 198/2011 issued by Treasury Board. When restrictions are met, deferred revenue is recognized as revenue in the fiscal year in a manner consistent with the circumstances and evidence used to support the initial recognition of the contributions received as a liability as detailed in Note 2(o).

Funding received for the acquisition of depreciable tangible capital assets is recorded as deferred capital revenue and amortized over the life of the asset acquired as revenue in the statement of operations. This accounting treatment is not consistent with the requirements of Canadian public sector accounting standards which require that government transfers be recognized as revenue when approved by the transferor and eligibility criteria have been met unless the transfer contains a stipulation that creates a liability in which case the transfer is recognized as revenue over the period that the liability is extinguished.

h) Employee Future Benefits

The School District provides certain post-employment benefits including vested and non-vested benefits for certain employees pursuant to certain contracts and union agreements. The School District accrues its obligations and related costs including both vested and non-vested benefits under employee future benefit plans. Benefits include vested sick leave, accumulating non-vested sick leave, early retirement, retirement/severance, vacation, overtime and death benefits. The benefits cost is actuarially determined using the projected unit credit method pro-rated on service and using management's best estimate of expected salary escalation, termination rates, retirement rates and mortality. The discount rate used to measure obligations is based on the cost of borrowing. The cumulative unrecognized actuarial gains and losses are amortized over the expected average remaining service lifetime (EARSL) of active employees covered under the plan.

The most recent valuation of the obligation was performed at March 31, 2019 and projected to March 31, 2022. The next valuation will be performed at March 31, 2022 for use at June 30, 2022. For the purposes of determining the financial position of the plans and the employee future benefit costs, a measurement date of March 31 was adopted for all periods subsequent to July 1, 2004.

The School District and its employees make contributions to the Teachers' Pension Plan and Municipal Pension Plan. The plans are multi-employer plans where assets and obligations are not separated. The costs are expensed as incurred.



**SCHOOL DISTRICT NO. 44 (NORTH VANCOUVER)**  
**NOTES TO FINANCIAL STATEMENTS**  
**YEAR ENDED JUNE 30, 2020**

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**NOTE 2      SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**  
*(Continued)*

i) Liability for Contaminated Sites

Contaminated sites are a result of contamination being introduced into air, soil, water or sediment of a chemical, organic or radioactive material or live organism that exceeds an environmental standard. The liability is recorded net of any expected recoveries. A liability for remediation of contaminated sites is recognized when a site is not in productive use and all the following criteria are met:

- an environmental standard exists;
- contamination exceeds the environmental standard;
- the School District:
  - is directly responsible; or
  - accepts responsibility;
- it is expected that future economic benefits will be given up; and
- a reasonable estimate of the amount can be made.

The liability is recognized as management's estimate of the cost of post-remediation including operation, maintenance and monitoring that are an integral part of the remediation strategy for a contaminated site.

j) Tangible Capital Assets

The following criteria apply:

- Tangible capital assets acquired or constructed are recorded at cost which includes amounts that are directly related to the acquisition, design, construction, development, improvement or betterment of the assets. Cost also includes overhead directly attributable to construction as well as interest costs that are directly attributable to the acquisition or construction of the asset.
- Donated tangible capital assets are recorded at their fair market value on the date of donation, except in circumstances where fair value cannot be reasonably determined, which are then recognized at nominal value. Transfers of capital assets from related parties for no consideration are recorded at carrying value.
- Work-in-progress is recorded as an acquisition to the applicable asset class at substantial completion.
- Tangible capital assets are written down to residual value when conditions indicate they no longer contribute to the ability of the School District to provide services or when the value of future economic benefits associated with the sites and buildings are less than their net book value. The write-downs are accounted for as expenses in the Statement of Operations.
- Buildings that are demolished or destroyed are written-off.
- Works of art, historic assets and other intangible assets are not recorded as assets in these financial statements.

**SCHOOL DISTRICT NO. 44 (NORTH VANCOUVER)**  
**NOTES TO FINANCIAL STATEMENTS**  
**YEAR ENDED JUNE 30, 2020**

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**NOTE 2      SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**  
*(Continued)*

j) Tangible Capital Assets *(continued)*

- The cost, less residual value, of tangible capital assets (excluding sites), is amortized on a straight-line basis over the estimated useful life of the asset. It is management's responsibility to determine the appropriate useful lives for tangible capital assets. These useful lives are reviewed on a regular basis or if significant events initiate the need to revise. Estimated useful life is as follows:

Buildings	40 years
Furniture & Equipment	10 years
Vehicles	10 years
Computer Software	5 years
Computer Hardware	5 years
Assets Under Capital Lease	Term of the lease

k) Capital Leases

Leases that, from the point of view of the lessee, transfer substantially all the benefits and risks incident to ownership of the property to the School District are considered capital leases. These are accounted for as an asset and an obligation. Capital lease obligations are recorded at the present value of the minimum lease payments excluding executory costs, e.g., insurance, maintenance costs, etc. The discount rate used to determine the present value of the lease payments is the lower of the School District's rate for incremental borrowing or the interest rate implicit in the lease.

All other leases are accounted for as operating leases and the related payments are charged to expenses as incurred.

l) Prepaid Expenses

Payments for insurance, commissions, subscriptions, membership and maintenance contracts for use within the School District in a future period are included as a prepaid expense and stated at acquisition cost and are charged to expense over the periods expected to benefit from it.

m) Supplies Inventory

Supplies inventory held for consumption or use include data processing equipment and are recorded at the lower of historical cost and replacement cost.

n) Funds and Reserves

Certain amounts, as approved by the Board are set aside in accumulated surplus for future operating and capital purposes. Transfers to and from funds and reserves are an adjustment to the respective fund when approved (see Note 13 – Accumulated Surplus).

**SCHOOL DISTRICT NO. 44 (NORTH VANCOUVER)**  
**NOTES TO FINANCIAL STATEMENTS**  
**YEAR ENDED JUNE 30, 2020**

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**NOTE 2      SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**  
*(Continued)*

o) Revenue Recognition

Revenues are recorded on an accrual basis in the period in which the transactions or events occurred that gave rise to the revenues, the amounts are considered to be collectible and can be reasonably estimated.

Contributions received or where eligibility criteria have been met are recognized as revenue except where the contribution meets the criteria for deferral as described below. Eligibility criteria are the criteria that the School District has to meet in order to receive the contributions including authorization by the transferring government.

For contributions subject to a legislative or contractual stipulation or restriction as to their use, revenue is recognized as follows:

- Non-capital contributions for specific purposes are recorded as deferred revenue and recognized as revenue in the year related expenses are incurred,
- Contributions restricted for site acquisitions are recorded as revenue when the sites are purchased, and
- Contributions restricted for tangible capital assets acquisitions other than sites are recorded as deferred capital revenue and amortized over the useful life of the related assets.

Donated tangible capital assets other than sites are recorded at fair market value and amortized over the useful life of the assets. Donated sites are recorded as revenue at fair market value when received or receivable.

The accounting treatment for restricted contributions is not consistent with the requirements of Canadian public sector accounting standards which require that government transfers be recognized as revenue when approved by the transferor and eligibility criteria have been met unless the transfer contains a stipulation that meets the criteria for liability recognition in which case the transfer is recognized as revenue over the period that the liability is extinguished.

Revenue related to fees or services received in advance of the fee being earned or the service is performed is deferred and recognized when the fee is earned or service performed.

Investment income is reported in the period earned. When required by the funding party or related Act, investment income earned on deferred revenue is added to the deferred revenue balance.

p) Expenditures

Expenses are reported on an accrual basis. The cost of all goods consumed and services received during the year is expensed. Interest expense includes interest on capital lease.

**SCHOOL DISTRICT NO. 44 (NORTH VANCOUVER)**  
**NOTES TO FINANCIAL STATEMENTS**  
**YEAR ENDED JUNE 30, 2020**

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**NOTE 2      SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**  
*(Continued)*

p) Expenditures *(continued)*

Categories of Salaries

- Principals, Vice-Principals, and Directors of Instruction employed under an administrative officer contract are categorized as Principals and Vice-Principals.
- Superintendents, Assistant Superintendents, Secretary-Treasurers, Trustees and other employees excluded from union contracts are categorized as Other Professionals.

Allocation of Costs

- Operating expenses are reported by function, program, and object. Whenever possible, expenditures are determined by actual identification. Additional costs pertaining to specific instructional programs, such as special and aboriginal education, are allocated to these programs. All other costs are allocated to related programs.
- Actual salaries of personnel assigned to two or more functions or programs are allocated based on the time spent in each function and program. School-based clerical salaries are allocated to school administration and partially to other programs to which they may be assigned. Principals and Vice-Principals salaries are allocated to school administration and may be partially allocated to other programs to recognize their other responsibilities.
- Employee benefits and allowances are allocated to the same programs, and in the same proportions, as the individual's salary.
- Supplies and services are allocated based on actual program identification.

q) Financial Instruments

A contract establishing a financial instrument creates, at its inception, rights and obligations to receive or deliver economic benefits. The financial assets and financial liabilities portray these rights and obligations in the financial statements. The School District recognizes a financial instrument when it becomes a party to a financial instrument contract.

Financial instruments consist of cash and cash equivalents, accounts receivable, accounts payable and accrued liabilities and other liabilities.

Except for portfolio investments in equity instruments quoted in an active market that are recorded at fair value, all financial assets and liabilities are recorded at cost or amortized cost and the associated transaction costs are added to the carrying value of these investments upon initial recognition and amortized using the effective interest rate method. Transaction costs are incremental costs directly attributable to the acquisition or issue of a financial asset or a financial liability.

Unrealized gains and losses from changes in the fair value of financial instruments measured at fair value are recognized in the statement of remeasurement gains and losses. Upon settlement, the cumulative gain or loss is reclassified from the statement of remeasurement gains and losses and recognized in the statement of operations. Interest and dividends attributable to financial instruments are reported in the statement of operations. There are no measurement gains or losses during the periods presented; therefore no statement of remeasurement gains or losses is included in these financial statements.

**SCHOOL DISTRICT NO. 44 (NORTH VANCOUVER)**  
**NOTES TO FINANCIAL STATEMENTS**  
**YEAR ENDED JUNE 30, 2020**

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**NOTE 2      SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**  
*(Continued)*

q) Financial Instruments *(continued)*

All financial assets except derivatives are tested annually for impairment. When financial assets are impaired, impairment losses are recorded in the statement of operations. A write-down of a portfolio investment to reflect a loss in value is not reversed for a subsequent increase in value.

For financial instruments measured using amortized cost, the effective interest rate method is used to determine interest revenue or expense.

r) Measurement Uncertainty

Preparation of financial statements in accordance with the basis of accounting described in note 2 (a) requires management to make estimates and assumptions that impact reported amounts of assets and liabilities at the date of the financial statements and revenues and expenses during the reporting periods. Significant areas requiring the use of management estimates relate to the potential impairment of assets, estimates for contingent liabilities, rates for amortization and estimated employee future benefits. Actual results could differ from those estimates.

s) Future Changes in Accounting Policies

***PS 3280 Asset Retirement Obligations*** issued August 2018 establishes standards for recognition, measurement, presentation and disclosure of legal obligations associated with the retirement of tangible capital assets and is effective July 1, 2022. A liability will be recognized when, as at the financial reporting date:

- (a) there is a legal obligation to incur retirement costs in relation to a tangible capital asset;
- (b) the past transaction or event giving rise to the liability has occurred;
- (c) it is expected that future economic benefits will be given up; and
- (d) a reasonable estimate of the amount can be made.

Liabilities are recognized for statutory, contractual or legal obligations associated with the retirement of tangible capital assets when those obligations result from the acquisition, construction, development or normal operation of the assets. The obligations are measured initially at fair value, determined using present value methodology, and the resulting costs capitalized into the carrying amount of the related tangible capital asset. In subsequent periods, the liability is adjusted for accretion and any changes in the amount or timing of the underlying future cash flows. The capitalized asset retirement cost is amortized on the same basis as the related asset and accretion expense is included in the Statement of Operations.

A modified retroactive application has been recommended by Government pending approval in the Fall of 2020. Management is in the process of assessing the impact of adopting this standard on the School District's financial results.

**SCHOOL DISTRICT NO. 44 (NORTH VANCOUVER)**  
**NOTES TO FINANCIAL STATEMENTS**  
**YEAR ENDED JUNE 30, 2020**

**NOTE 2      SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**  
*(Continued)*

s) Future Changes in Accounting Policies *(continued)*

**PS 3400 Revenue** issued November 2018 establishes standards on how to account for and report on revenue and becomes effective July 1, 2023. Specifically, it differentiates between revenue arising from transactions that include performance obligations, referred to as "exchange transactions", and transactions that do not have performance obligations, referred to as "non-exchange transactions".

Revenue from transactions with performance obligations should be recognized when (or as) the school district satisfies a performance obligation by providing the promised goods or services to a payor.

Revenue from transactions with no performance obligations should be recognized when a school district:

- (a) has the authority to claim or retain an inflow of economic resources; and
- (b) identifies a past transaction or event that gives rise to an asset.

This standard may be applied retroactively or prospectively. Management is in the process of assessing the impact of adopting this standard on the School District's financial results

t) Comparative Information

Certain comparative information has been reclassified to conform to the financial statement presentation adopted for the current year

**NOTE 3      ACCOUNTS RECEIVABLE**

	2020	2019
Due from Province Includes:		
Miscellaneous Grants Receivable	\$80,539	\$147,739
COA Draws Receivable	616,508	2,922,089
	<b>\$697,047</b>	<b>\$3,069,828</b>
Other Receivables Include:		
GST/PST/HST Receivable	\$432,157	\$321,754
Recoverable Insurance Claims	-	20,226
Recoverable Payroll	13,916	15,261
Sundry Billings	218,093	416,678
Miscellaneous Receivables	160,667	717,843
Special Purpose	7,876	20,959
	<b>\$832,709</b>	<b>\$1,512,721</b>

**SCHOOL DISTRICT NO. 44 (NORTH VANCOUVER)**  
**NOTES TO FINANCIAL STATEMENTS**  
**YEAR ENDED JUNE 30, 2020**

**NOTE 4      INVENTORIES FOR RESALE**

Inventories for resale include:

	<b>2020</b>	<b>2019</b>
Artists for Kids – Prints	\$312,540	\$308,117
Publications	-	44,887
	<b>\$312,540</b>	<b>\$353,004</b>

**NOTE 5      ACCOUNTS PAYABLE AND ACCRUED LIABILITIES - OTHER**

	<b>2020</b>	<b>2019</b>
Trade payables	\$13,872,811	\$7,081,687
Salaries and benefits payable	9,020,498	8,068,098
Accrued vacation pay	708,243	621,149
	<b>\$23,601,552</b>	<b>\$15,770,934</b>

**NOTE 6      UNEARNED REVENUE**

	<b>2020</b>	<b>2019</b>
Balance, beginning of year	\$10,009,398	\$9,675,021
Changes for the year:		
Increase:		
Tuition fees collected	8,810,235	11,241,976
Other	1,521,208	1,906,387
	10,331,443	13,148,363
Decrease:		
Tuition fees recognized	(10,977,768)	(10,859,534)
Other	(1,362,082)	(1,954,452)
	(12,339,850)	(12,813,986)
Net changes for the year	(2,008,407)	334,377
<b>Balance, end of year</b>	<b>\$8,000,991</b>	<b>\$10,009,398</b>

Unearned revenue includes tuition and medical premiums collected from International students for school terms beginning September 8, 2020 and subsequent. Due to COVID-19 and associated federal restrictions, only students with a study permit application approved on or before March 18, 2020 are currently able to enter Canada. This creates great uncertainty for families, as the majority of students who have paid tuition would have been applying for new study permits. These permits likely would not have been approved by March 18, 2020 therefore it is likely that many of these students will not be able to enter Canada to attend school.

**SCHOOL DISTRICT NO. 44 (NORTH VANCOUVER)**  
**NOTES TO FINANCIAL STATEMENTS**  
**YEAR ENDED JUNE 30, 2020**

**NOTE 6      UNEARNED REVENUE** *(Continued)*

Unearned revenue at June 30, 2020 includes:

- Tuition and medical premiums of approximately \$87,500 for which refunds were requested prior to June 30. As at the date of financial statement approval, these amounts have been refunded.
- Tuition and medical premiums of approximately \$1,265,300 for which refunds were requested subsequent to June 30.
- Tuition and medical premiums of approximately \$865,900 received from new students for school terms beginning January 1, 2021 or later. These unearned revenue amounts will need to be refunded to families if the COVID-19 restrictions continue and students withdraw from the program.

**NOTE 7      DEFERRED REVENUE**

Deferred revenue includes unspent grants and contributions received that meet the description of a restricted contribution in the Restricted Contributions Regulation 198/2011 issued by Treasury Board, i.e., the stipulations associated with those grants and contributions have not yet been fulfilled.

	<b>2020</b>	<b>2019</b>
Balance, beginning of year	\$4,678,968	\$4,725,858
Changes for the year:		
Increase:		
Provincial grants	21,396,775	18,925,419
Other revenue	5,148,378	8,014,820
	26,545,153	26,940,239
Decrease:		
Allocated to revenue	(26,164,833)	(26,664,856)
Recoveries	-	(322,273)
	(26,164,833)	(26,987,129)
Net changes for the year	380,320	(46,890)
<b>Balance, end of year</b>	<b>\$5,059,288</b>	<b>\$4,678,968</b>

**NOTE 8      DEFERRED CAPITAL REVENUE**

Deferred capital revenue includes grants and contributions received that are restricted by the contributor for the acquisition of tangible capital assets that meet the description of a restricted contribution in the Restricted Contributions Regulation 198/2011 issued by Treasury Board. Once spent, the contributions are amortized into revenue over the life of the asset acquired.



**SCHOOL DISTRICT NO. 44 (NORTH VANCOUVER)**  
**NOTES TO FINANCIAL STATEMENTS**  
**YEAR ENDED JUNE 30, 2020**

**NOTE 8 DEFERRED CAPITAL REVENUE**  
*(Continued)*

	<b>2020</b>	<b>2019</b>
<b>Deferred capital revenue subject to amortization</b>		
Balance, beginning of year	\$172,669,651	\$175,631,104
Increases:		
Capital additions	5,684,679	3,075,563
Transfer from deferred capital revenue – work in progress	599,015	138,534
Decreases:		
Amortization	(6,231,951)	(6,175,550)
Net change for the year	51,743	(2,961,453)
Balance, end of year	172,721,394	172,669,651
 <b>Deferred capital revenue – work in progress</b>		
Balance, beginning of year	20,479,723	2,554,427
Increases:		
Transfer from deferred capital revenue - unspent	48,570,199	18,063,830
Decreases:		
Transfer to deferred capital revenue subject to amortization	(599,015)	(138,534)
Net change for the year	47,971,184	17,925,296
Balance, end of year	68,450,907	20,479,723
 <b>Deferred capital revenue - unspent</b>		
Balance, beginning of year	1,431,366	4,087,570
Increases:		
Provincial Grants – Ministry of Education	52,707,497	18,309,359
Provincial Grants – Other	-	50,876
Transfer Unspent (Bylaw) to MEd Restricted	-	(1,698,841)
MEd Restricted Capital	-	1,698,841
Playground - PAC	135,751	122,954
	52,843,248	18,483,189
Decreases:		
Transfer to deferred capital revenue subject to amortization	(5,684,679)	(3,075,563)
Transfer to deferred capital revenue – work in progress	(48,570,199)	(18,063,830)
	(54,254,878)	(21,139,393)
Net change for the year	(1,411,630)	(2,656,204)
Balance, end of year	19,736	1,431,366
<b>Total deferred capital revenue balance, end of year</b>	<b>\$241,192,037</b>	<b>\$194,580,740</b>

**SCHOOL DISTRICT NO. 44 (NORTH VANCOUVER)**  
**NOTES TO FINANCIAL STATEMENTS**  
**YEAR ENDED JUNE 30, 2020**

**NOTE 9 EMPLOYEE FUTURE BENEFITS**

Benefits include vested sick leave, accumulating non-vested sick leave, early retirement, retirement/severance, vacation, overtime and death benefits. Funding is provided when the benefits are paid and accordingly, there are no plan assets. Although no plan assets are uniquely identified, the School District has provided for the payment of these benefits.

	<u>June 30, 2020</u>	<u>June 30, 2019</u>
<b>Reconciliation of Accrued Benefit Obligation</b>		
Accrued Benefit Obligation – April 1	8,324,029	7,219,056
Service Cost	659,886	577,554
Interest Cost	206,195	201,529
Benefit Payments	(653,332)	(688,126)
Increase (Decrease) in obligation due to Plan Amendment	-	-
Actuarial (Gain) Loss	(696,853)	1,014,016
Accrued Benefit Obligation – March 31	<u>7,839,925</u>	<u>8,324,029</u>
<b>Reconciliation of Funded Status at End of Fiscal Year</b>		
Accrued Benefit Obligation - March 31	7,839,925	8,324,029
Market Value of Plan Assets - March 31	<u>-</u>	<u>-</u>
Funded Status - Surplus (Deficit)	(7,839,925)	(8,324,029)
Employer Contributions After Measurement Date	343,113	200,399
Benefits Expense After Measurement Date	(218,694)	(216,520)
Unamortized Net Actuarial (Gain) Loss	(26,994)	823,525
Accrued Benefit Asset (Liability) - June 30	<u>(7,742,500)</u>	<u>(7,516,625)</u>
<b>Reconciliation of Change in Accrued Benefit Liability</b>		
Accrued Benefit Liability (Asset) - July 1	7,516,625	7,231,899
Net Expense for Fiscal Year	1,021,921	841,830
Employer Contributions	(796,046)	(557,105)
Accrued Benefit Liability (Asset) - June 30	<u>7,742,500</u>	<u>7,516,625</u>
<b>Components of Net Benefit Expense</b>		
Service Cost	668,370	598,136
Interest Cost	199,885	202,696
Immediate Recognition of Plan Amendment	-	-
Amortization of Net Actuarial (Gain)/Loss	153,666	40,998
Net Benefit Expense (Income)	<u>1,021,921</u>	<u>841,830</u>
<b>Assumptions</b>		
Discount Rate - April 1	2.50%	2.75%
Discount Rate - March 31	2.25%	2.50%
Long Term Salary Growth - April 1	2.50% + seniority	2.50% + seniority
Long Term Salary Growth - March 31	2.50% + seniority	2.50% + seniority
EARSL - March 31	9.0	9.0

**SCHOOL DISTRICT NO. 44 (NORTH VANCOUVER)**  
**NOTES TO FINANCIAL STATEMENTS**  
**YEAR ENDED JUNE 30, 2020**

**NOTE 10 CAPITAL LEASE OBLIGATION**

The School District entered into an obligation for multi-function business devices under capital lease in 2018, which expires November 30, 2022.

Repayments are due as follows:

2021	\$182,149
2022	182,149
2023	45,537
Total minimum lease payments	\$409,835
Less amounts representing interest at 5.38%	23,749
Present value of net minimum capital lease payments	<b>\$386,086</b>

Total interest on the capital lease obligation for the year ended June 30, 2020 was \$23,528 (2019: \$36,895).

**NOTE 11 TANGIBLE CAPITAL ASSETS**

<b>Net Book Value:</b>	<b>Net Book Value 2020</b>	<b>Net Book Value 2019</b>
Sites	\$12,472,243	\$12,472,243
Buildings	244,291,327	247,030,198
Buildings – work in progress	71,023,999	22,829,819
Furniture & Equipment	2,958,118	2,608,653
Vehicles	1,052,238	892,671
Computer Software	74,225	138,412
Computer Hardware	3,620,095	2,627,697
<b>Total</b>	<b>\$335,492,245</b>	<b>\$288,599,693</b>

**SCHOOL DISTRICT NO. 44 (NORTH VANCOUVER)**  
**NOTES TO FINANCIAL STATEMENTS**  
**YEAR ENDED JUNE 30, 2020**

**NOTE 11 TANGIBLE CAPITAL ASSETS**  
*(Continued)*

**June 30, 2020**

<b>Cost:</b>	<b>Opening Cost</b>	<b>Additions</b>	<b>Disposals</b>	<b>Transfers (WIP)</b>	<b>Balance at June 30, 2020</b>
Sites	\$12,472,243	\$ -	-	\$ -	\$12,472,243
Buildings	382,242,559	5,303,850	-	627,681	388,174,090
Buildings – work in progress	22,829,819	48,821,861	-	(627,681)	71,023,999
Furniture & Equipment	3,912,747	740,740	(201,952)	-	4,451,535
Vehicles	1,311,405	290,708	-	-	1,602,113
Computer Software	320,933	-	(16,859)	-	304,074
Computer Hardware	4,161,468	1,824,692	(789,506)	-	5,196,654
<b>Total</b>	<b>\$427,251,174</b>	<b>\$56,981,851</b>	<b>(\$1,008,317)</b>	<b>\$ -</b>	<b>\$483,224,708</b>

<b>Accumulated Amortization:</b>	<b>Opening Accumulated Amortization</b>	<b>Additions</b>	<b>Disposals</b>	<b>Balance at June 30, 2020</b>
Sites	\$ -	\$ -	\$ -	\$ -
Buildings	135,212,361	8,670,402	-	143,882,763
Furniture & Equipment	1,304,094	391,275	(201,952)	1,493,417
Vehicles	418,734	131,141	-	549,875
Computer Software	182,521	64,187	(16,859)	229,849
Computer Hardware	1,533,771	832,294	(789,506)	1,576,559
<b>Total</b>	<b>\$138,651,481</b>	<b>\$10,089,299</b>	<b>(\$1,008,317)</b>	<b>\$147,732,463</b>

- Buildings – work in progress having a value of \$71,023,999 (2019: \$22,829,819) has not been amortized. Amortization of these assets will commence when the asset is put into service.
- Equipment under capital lease: Included in capital assets is equipment under capital lease with a cost of \$804,568 (2019: \$804,568) and accumulated amortization of \$321,828 (2019: \$160,914).

**SCHOOL DISTRICT NO. 44 (NORTH VANCOUVER)**  
**NOTES TO FINANCIAL STATEMENTS**  
**YEAR ENDED JUNE 30, 2020**

**NOTE 11 TANGIBLE CAPITAL ASSETS**  
*(Continued)*

**June 30, 2019**

<b>Cost:</b>	<b>Opening Cost</b>	<b>Additions</b>	<b>Disposals</b>	<b>Transfers (WIP)</b>	<b>Balance at June 30, 2019</b>
Sites	\$12,472,243	\$ -	-	-	\$12,472,243
Buildings	378,555,075	3,548,950	-	138,534	382,242,559
Buildings – work in progress	3,605,051	19,363,302	-	(138,534)	22,829,819
Furniture & Equipment	3,369,450	757,056	(213,759)	-	3,912,747
Vehicles	1,211,197	217,196	(116,988)	-	1,311,405
Computer Software	662,874	-	(341,941)	-	320,933
Computer Hardware	4,346,435	688,028	(872,995)	-	4,161,468
<b>Total</b>	<b>\$404,222,325</b>	<b>\$24,574,532</b>	<b>(\$1,545,683)</b>	<b>\$ -</b>	<b>\$427,251,174</b>

<b>Accumulated Amortization:</b>	<b>Opening Accumulated Amortization</b>	<b>Additions</b>	<b>Disposals</b>	<b>Balance at June 30, 2019</b>
Sites	\$ -	\$ -	-	\$ -
Buildings	126,607,270	8,605,091	-	135,212,361
Furniture & Equipment	1,180,908	336,945	(213,759)	1,304,094
Vehicles	414,602	121,120	(116,988)	418,734
Computer Software	391,887	132,575	(341,941)	182,521
Computer Hardware	1,537,479	869,287	(872,995)	1,533,771
<b>Total</b>	<b>\$130,132,146</b>	<b>\$10,065,018</b>	<b>(\$1,545,683)</b>	<b>\$138,651,481</b>

**SCHOOL DISTRICT NO. 44 (NORTH VANCOUVER)**  
**NOTES TO FINANCIAL STATEMENTS**  
**YEAR ENDED JUNE 30, 2020**

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**NOTE 12      EMPLOYEE PENSION PLANS**

The School District and its employees contribute to the Teachers' Pension Plan and Municipal Pension Plan (jointly trustee pension plans). The boards of trustees for these plans, representing plan members and employers, are responsible for administering the pension plans, including investing assets and administering benefits. The plans are multi-employer defined benefit pension plans. Basic pension benefits are based on a formula. As at December 31, 2018, the Teachers' Pension Plan has about 48,000 active members and approximately 38,000 retired members. As of December 31, 2018, the Municipal Pension Plan has about 205,000 active members, including approximately 26,000 from school districts.

Every three years, an actuarial valuation is performed to assess the financial position of the plans and adequacy of plan funding. The actuary determines an appropriate combined employer and member contribution rate to fund the plans. The actuary's calculated contribution rate is based on the entry-age normal cost method, which produces the long-term rate of member and employer contributions sufficient to provide benefits for average future entrants to the plans. This rate may be adjusted for the amortization of any actuarial funding surplus and will be adjusted for the amortization of any unfunded actuarial liability.

The most recent actuarial valuation of the Teachers' Pension Plan as at December 31, 2017, indicated a \$1,656 million surplus for basic pension benefits on a going concern basis. As a result of the 2017 basic account actuarial valuation surplus, plan enhancements and contribution rate adjustments were made; the remaining \$644 million surplus was transferred to the rate stabilization account.

The most recent actuarial valuation for the Municipal Pension Plan as at December 31, 2018, indicated a \$2,866 million funding surplus for basic pension benefits on a going concern basis.

School District No. 44 paid \$13,221,922 for employer contributions to these plans for the year ended June 30, 2020 (2019: \$13,466,248).

The next valuation for the Teachers' Pension Plan will be as at December 31, 2020, with results available in 2021. The next valuation for the Municipal Pension Plan will be as at December 31, 2021, with results available in 2022.

Employers participating in the plans record their pension expense as the amount of employer contributions made during the fiscal year (defined contribution pension plan accounting). This is because the plans record accrued liabilities and accrued assets for each plan in aggregate, resulting in no consistent and reliable basis for allocating the obligation, assets and cost to individual employers participating in the plans.

**NOTE 13      ACCUMULATED SURPLUS**

Accumulated surplus consists of individual fund surpluses as follows:

	<b>2020</b>	<b>2019</b>
Invested in tangible capital assets	\$93,440,456	\$94,412,210
Operating surplus	11,083,840	8,798,471
Local capital surplus	14,430,537	10,967,907
	<b>\$118,954,833</b>	<b>\$114,178,588</b>

**SCHOOL DISTRICT NO. 44 (NORTH VANCOUVER)**  
**NOTES TO FINANCIAL STATEMENTS**  
**YEAR ENDED JUNE 30, 2020**

**NOTE 13 ACCUMULATED SURPLUS**  
*(Continued)*

Interfund transfers between the operating, special purpose and capital funds for the year ended June 30, 2020, were as follows:

- Tangible capital assets and work in progress purchased from operating fund to capital fund: \$672,589
- Capital lease principal payments from operating fund to capital fund: \$158,621
- Transfer from Operating Fund to Local Capital Fund for construction projects and future capital acquisitions: \$4,328,324
- Tangible capital assets purchased from special purpose fund to capital fund: \$1,008,858

The operating surplus has been internally restricted (appropriated) by the Board for:

	<b>2020</b>	<b>2019</b>
<b>Restricted Surplus</b>		
Annual Budget Surplus Appropriation	\$2,509,738	\$2,296,289
Support for 2020/21 Operations Not Known at Time of Budget Approval	1,700,000	-
Amounts for Three Year Staffing Plan	-	2,300,000
Capital Projects	800,000	2,000,000
Outstanding Purchase Orders as at June 30th	84,000	177,000
<b>Subtotal Internally Restricted</b>	<b>\$5,093,738</b>	<b>\$6,773,289</b>
<b>Unrestricted Surplus</b>	5,990,102	2,025,182
<b>Total Operating Surplus</b>	<b>\$11,083,840</b>	<b>\$8,798,471</b>

**NOTE 14 RELATED PARTY TRANSACTIONS**

The School District is related through common control to all Province of British Columbia ministries, agencies, school districts, health authorities, colleges, universities, and crown corporations. Transactions with these entities, unless disclosed separately, are considered to be in the normal course of operations and are recorded at the exchange amount.

**NOTE 15 UNRECOGNIZED ASSETS**

The School District manages and controls various works of art and non-operational historical cultural assets including buildings, artifacts, paintings and sculptures located at the Educational Services Center and public display areas. These assets are not recognized in the financial statements. The cost of the permanent art collection is \$2,045,028 at June 30, 2020 (2019: \$2,044,434).

**SCHOOL DISTRICT NO. 44 (NORTH VANCOUVER)**  
**NOTES TO FINANCIAL STATEMENTS**  
**YEAR ENDED JUNE 30, 2020**

**NOTE 16 CONTRACTUAL OBLIGATIONS**

The School District has entered into a number of multiple-year contracts for the delivery of services and the construction of tangible capital assets. These contractual obligations will become liabilities in the future when the terms of the contracts are met. Disclosure relates to the unperformed portion of the contracts.

	2021	2022	2023	2024
Handsworth seismic	\$24,000,000	\$21,073,133	\$2,000,000	\$100,000
Argyle seismic	9,480,393	1,200,000	-	-
Mountainside seismic	6,756,660	2,252,220	-	-
Management contract for the operations of the Cheakamus Centre	-	250,000	250,000	-
<b>Total</b>	<b>\$40,237,053</b>	<b>\$24,775,353</b>	<b>\$2,250,000</b>	<b>\$100,000</b>

**NOTE 17 CONTRACTUAL RIGHTS**

Contractual rights are rights to economic resources arising from contracts or agreements that will result in revenues and assets in the future. The School District's contractual rights arise because of lease contracts entered into for the rental of four locations as summarized below:

2021	\$1,648,863
2022	1,221,200
2023	1,207,596
2024	1,235,933
2025	939,786
Thereafter	3,068,941
Total future lease revenue	<u><u>\$9,322,319</u></u>

**NOTE 18 BUDGET FIGURES**

Budget figures included in the financial statements represent the amended annual budget approved by the Board on February 25, 2020. The Board approved the annual budget on May 21, 2019. The following table sets out the amended annual operating budget with a comparison to the annual budget.



**SCHOOL DISTRICT NO. 44 (NORTH VANCOUVER)**  
**NOTES TO FINANCIAL STATEMENTS**  
**YEAR ENDED JUNE 30, 2020**

**NOTE 18      BUDGET FIGURES**  
*(Continued)*

**Annual Budget - Revenue and Expense**

	<b>2020 Amended Annual Budget</b>	<b>2020 Annual Budget</b>	<b>2020 Actual</b>
	\$	\$	\$
<b>Revenues</b>			
Provincial Grants			
Ministry of Education	163,963,719	154,042,829	164,947,085
Other	110,000	110,000	131,295
Federal Grants	5,000	5,000	7,000
Tuition	9,918,800	9,537,500	10,977,768
Other Revenue	11,525,418	12,106,643	8,642,201
Rentals and Leases	2,372,735	2,161,983	2,390,823
Investment Income	801,500	701,500	962,092
Amortization of Deferred Capital Revenue	6,223,213	6,010,239	6,231,951
<b>Total Revenue</b>	<b>194,920,385</b>	<b>184,675,694</b>	<b>194,290,215</b>
<b>Expenses</b>			
Instruction	162,080,576	156,656,486	155,886,064
District Administration	5,891,641	5,793,722	6,459,821
Operations and Maintenance	16,928,449	16,756,352	16,735,076
Transportation and Housing	555,595	462,221	320,182
Interest	-	-	23,528
Amortization of Tangible Capital Assets	9,782,180	9,782,180	10,089,299
<b>Total Expense</b>	<b>195,238,441</b>	<b>189,450,961</b>	<b>189,513,970</b>
<b>Net Revenue (Expense)</b>	<b>(318,056)</b>	<b>(4,775,267)</b>	<b>4,776,245</b>
<b>Budgeted Allocation (Retirement) of Surplus (Deficit)</b>	<b>2,765,446</b>	<b>2,296,289</b>	<b>-</b>
<b>Budgeted Surplus (Deficit) for the year</b>	<b>2,447,390</b>	<b>(2,478,978)</b>	<b>4,776,245</b>

**SCHOOL DISTRICT NO. 44 (NORTH VANCOUVER)**  
**NOTES TO FINANCIAL STATEMENTS**  
**YEAR ENDED JUNE 30, 2020**

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**NOTE 19      CONTINGENT LIABILITIES**

The School District has granted an irrevocable \$2,000,000 standby letter of credit in favour of the Corporation of the District of North Vancouver in lieu of security deposits for general capital projects. The School District has granted an irrevocable \$100,000 standby letter of credit in favour of the Bank of Montreal in relation to School District purchasing cards.

Certain schools in the School District may contain asbestos. No amount has been recorded in these financial statements with regard to this potential liability since the fair value of the future removal costs cannot be reasonably estimated due to unknown timelines.

The nature of the School District's activities are such there is usually litigation pending or in process at any time. With respect to unsettled claims at June 30, 2020, management believes the School District has valid defenses and appropriate insurance coverage in place. In the event that any claims are successful, management believes that such claims are not expected to have a material effect on the School District's financial position or operations.

**NOTE 20      EXPENSE BY OBJECT**

	<b>2020</b>	<b>2019</b>
Salaries and Benefits	\$ 158,838,265	\$ 152,321,152
Services and Supplies	20,562,878	23,752,274
Interest	23,528	36,895
Amortization	10,089,299	10,065,018
	<b>\$ 189,513,970</b>	<b>\$ 186,175,339</b>

**NOTE 21      ECONOMIC DEPENDENCE**

The operations of the School District are dependent on continued funding from the Ministry of Education and various governmental agencies to carry out its programs. These financial statements have been prepared on a going concern basis.

**NOTE 22      RISK MANAGEMENT**

The School District has exposure to the following risks from its use of financial instruments: credit risk, market risk and liquidity risk.

**SCHOOL DISTRICT NO. 44 (NORTH VANCOUVER)**  
**NOTES TO FINANCIAL STATEMENTS**  
**YEAR ENDED JUNE 30, 2020**

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**NOTE 22      RISK MANAGEMENT**  
*(Continued)*

The Board ensures that the School District has identified its risks and ensures that management monitors and controls them.

a) Credit risk:

Credit risk is the risk of financial loss to an institution if a customer or counterparty to a financial instrument fails to meet its contractual obligations. Such risks arise principally from certain financial assets held consisting of cash, cash equivalents, amounts receivable and investments.

The School District is exposed to credit risk in the event of non-performance by a debtor. This risk is mitigated as most amounts receivable are due from the Province and are collectible.

It is management's opinion that the School District is not exposed to significant credit risk associated with its cash and cash equivalents and investments as they are placed in recognized British Columbia institutions and the School District invests solely in placement of funds with institutions that have achieved the highest creditworthiness in the marketplace and earned a public reputation as a good credit risk.

b) Market risk:

Market risk is the risk that the fair value or future cash flows of a financial instrument will fluctuate because of changes in market prices. Market risk is comprised of currency risk and interest rate risk.

Currency risk is the risk that the fair value or future cash flows of a financial instrument will fluctuate because of changes in the foreign exchange rates. It is management's opinion that the School District is not exposed to significant currency risk, as amounts held and purchases made in foreign currency are insignificant.

Interest rate risk is the risk that the fair value or future cash flows of a financial instrument will fluctuate because of changes in the market interest rates. The School District is exposed to interest rate risk through its investments. It is management's opinion that the School District is not exposed to significant interest rate risk as it invests solely in investments that are considered liquid (e.g. term deposits) that have a maturity date of no more than 3 years.

c) Liquidity risk:

Liquidity risk is the risk that the School District will not be able to meet its financial obligations as they become due.

The School District manages liquidity risk by continually monitoring actual and forecasted cash flows from operations and anticipated investing activities to ensure, as far as possible, that it will always have sufficient liquidity to meet its liabilities when due, under both normal and stressed conditions, without incurring unacceptable losses or risking damage to the School District's reputation.

Risk Management and insurance services for all School Districts in British Columbia are provided by the Risk Management Branch of the Ministry of Finance. There have been no changes to risk exposure from 2019 related to credit, market or liquidity risks.

# School District No. 44 (North Vancouver)

Schedule 1 (Unaudited)

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

	Operating Fund	Special Purpose Fund	Capital Fund	2020 Actual	2019 Actual
	\$	\$	\$	\$	\$
<b>Accumulated Surplus (Deficit), beginning of year</b>	8,798,471		105,380,117	<b>114,178,588</b>	110,844,445
<b>Changes for the year</b>					
Surplus (Deficit) for the year	7,444,903	1,008,858	(3,677,516)	<b>4,776,245</b>	3,334,143
Interfund Transfers					
Tangible Capital Assets Purchased	(672,589)	(1,008,858)	1,681,447	-	
Local Capital	(4,328,324)		4,328,324	-	
Other	(158,621)		158,621	-	
<b>Net Changes for the year</b>	<b>2,285,369</b>	-	<b>2,490,876</b>	<b>4,776,245</b>	<b>3,334,143</b>
<b>Accumulated Surplus (Deficit), end of year - Statement 2</b>	<b>11,083,840</b>	-	<b>107,870,993</b>	<b>118,954,833</b>	114,178,588

# School District No. 44 (North Vancouver)

Schedule 2 (Unaudited)

Schedule of Operating Operations

Year Ended June 30, 2020

	2020 Budget (Note 18) \$	2020 Actual \$	2019 Actual \$
<b>Revenues</b>			
Provincial Grants			
Ministry of Education	142,494,068	<b>144,260,513</b>	137,301,031
Other	10,000	<b>7,068</b>	25,096
Federal Grants	5,000	<b>7,000</b>	6,650
Tuition	9,918,800	<b>10,977,768</b>	10,859,534
Other Revenue	4,244,515	<b>3,288,167</b>	5,178,936
Rentals and Leases	2,372,735	<b>2,390,823</b>	2,266,635
Investment Income	801,500	<b>758,732</b>	905,151
<b>Total Revenue</b>	<b>159,846,618</b>	<b>161,690,071</b>	<b>156,543,033</b>
<b>Expenses</b>			
Instruction	134,536,344	<b>131,345,544</b>	129,431,163
District Administration	5,630,738	<b>6,020,540</b>	5,640,064
Operations and Maintenance	16,888,467	<b>16,647,111</b>	15,362,646
Transportation and Housing	446,515	<b>231,973</b>	172,901
<b>Total Expense</b>	<b>157,502,064</b>	<b>154,245,168</b>	<b>150,606,774</b>
<b>Operating Surplus (Deficit) for the year</b>	<b>2,344,554</b>	<b>7,444,903</b>	<b>5,936,259</b>
<b>Budgeted Appropriation (Retirement) of Surplus (Deficit)</b>	<b>2,765,446</b>		
<b>Net Transfers (to) from other funds</b>			
Tangible Capital Assets Purchased	(610,000)	<b>(672,589)</b>	(623,758)
Tangible Capital Assets - Work in Progress			(28,666)
Local Capital	(4,500,000)	<b>(4,328,324)</b>	(6,328,483)
Other		<b>(158,621)</b>	(175,612)
<b>Total Net Transfers</b>	<b>(5,110,000)</b>	<b>(5,159,534)</b>	<b>(7,156,519)</b>
<b>Total Operating Surplus (Deficit), for the year</b>	<b>-</b>	<b>2,285,369</b>	<b>(1,220,260)</b>
<b>Operating Surplus (Deficit), beginning of year</b>		<b>8,798,471</b>	10,018,731
<b>Operating Surplus (Deficit), end of year</b>		<b>11,083,840</b>	<b>8,798,471</b>
<b>Operating Surplus (Deficit), end of year</b>			
Internally Restricted		<b>5,093,738</b>	6,773,289
Unrestricted		<b>5,990,102</b>	2,025,182
<b>Total Operating Surplus (Deficit), end of year</b>		<b>11,083,840</b>	<b>8,798,471</b>

# School District No. 44 (North Vancouver)

Schedule 2A (Unaudited)

Schedule of Operating Revenue by Source

Year Ended June 30, 2020

	2020 Budget (Note 18)	2020 Actual	2019 Actual
	\$	\$	\$
<b>Provincial Grants - Ministry of Education</b>			
Operating Grant, Ministry of Education	137,361,827	<b>137,468,116</b>	133,449,509
Other Ministry of Education Grants			
Pay Equity	2,966,047	<b>2,966,047</b>	2,966,047
Funding for Graduated Adults	8,501	<b>16,557</b>	13,503
Transportation Supplement	40,566	<b>40,566</b>	40,566
Economic Stability Dividend			173,377
Carbon Tax Grant	90,000	<b>41,805</b>	97,355
Employer Health Tax Grant	1,210,892	<b>1,210,892</b>	367,966
Strategic Priorities - Mental Health Grant			31,000
Support Staff Benefits Grant	133,495	<b>133,495</b>	104,118
BCTEA - LEA Capacity Building Grant			6,850
Support Staff Wage Increase Funding	663,000	<b>663,000</b>	
Teachers' Labour Settlement Funding		<b>1,696,618</b>	
Equity Scan	2,000	<b>2,000</b>	3,000
FSA Assessment	17,740	<b>17,740</b>	17,740
Inclusive Education			30,000
Early Learning Framework Implementation		<b>3,677</b>	
<b>Total Provincial Grants - Ministry of Education</b>	<b>142,494,068</b>	<b>144,260,513</b>	137,301,031
<b>Provincial Grants - Other</b>	<b>10,000</b>	<b>7,068</b>	25,096
<b>Federal Grants</b>	<b>5,000</b>	<b>7,000</b>	6,650
<b>Tuition</b>			
Summer School Fees	123,000	<b>131,300</b>	141,125
International and Out of Province Students	9,795,800	<b>10,846,468</b>	10,718,409
<b>Total Tuition</b>	<b>9,918,800</b>	<b>10,977,768</b>	10,859,534
<b>Other Revenues</b>			
Miscellaneous			
Cheakamus Centre	1,797,168	<b>1,400,579</b>	2,377,833
Band and Strings	622,000	<b>617,715</b>	626,695
Academy Fees	899,075	<b>558,146</b>	1,004,326
Donations and Recoveries	77,500	<b>103,172</b>	210,150
Artists For Kids	376,772	<b>363,226</b>	371,601
Cafeteria and Vending	81,000	<b>83,634</b>	93,256
Other	391,000	<b>161,695</b>	495,075
<b>Total Other Revenue</b>	<b>4,244,515</b>	<b>3,288,167</b>	5,178,936
<b>Rentals and Leases</b>	<b>2,372,735</b>	<b>2,390,823</b>	2,266,635
<b>Investment Income</b>	<b>801,500</b>	<b>758,732</b>	905,151
<b>Total Operating Revenue</b>	<b>159,846,618</b>	<b>161,690,071</b>	156,543,033

# School District No. 44 (North Vancouver)

Schedule 2B (Unaudited)

Schedule of Operating Expense by Object  
Year Ended June 30, 2020

	2020 Budget (Note 18)	2020 Actual	2019 Actual
	\$	\$	\$
<b>Salaries</b>			
Teachers	69,147,606	<b>69,221,537</b>	65,464,889
Principals and Vice Principals	10,481,987	<b>10,342,118</b>	9,863,456
Educational Assistants	13,470,816	<b>12,300,596</b>	12,674,667
Support Staff	12,184,956	<b>12,105,352</b>	11,121,985
Other Professionals	4,173,549	<b>4,211,118</b>	3,891,897
Substitutes	3,779,510	<b>4,070,038</b>	5,288,690
<b>Total Salaries</b>	113,238,424	<b>112,250,759</b>	108,305,584
<b>Employee Benefits</b>	27,638,196	<b>27,345,166</b>	26,386,900
<b>Total Salaries and Benefits</b>	140,876,620	<b>139,595,925</b>	134,692,484
<b>Services and Supplies</b>			
Services	8,669,204	<b>8,154,503</b>	8,861,147
Student Transportation	91,000	<b>65,713</b>	78,485
Professional Development and Travel	839,503	<b>609,056</b>	926,298
Rentals and Leases	35,000	<b>50,753</b>	34,485
Dues and Fees	61,500	<b>59,126</b>	57,669
Insurance	397,500	<b>418,818</b>	327,453
Supplies	3,844,537	<b>2,907,671</b>	3,086,163
Utilities	2,687,200	<b>2,383,603</b>	2,542,590
<b>Total Services and Supplies</b>	16,625,444	<b>14,649,243</b>	15,914,290
<b>Total Operating Expense</b>	157,502,064	<b>154,245,168</b>	150,606,774

# School District No. 44 (North Vancouver)

Schedule 2C (Unaudited)

Operating Expense by Function, Program and Object

Year Ended June 30, 2020

	Teachers Salaries	Principals and Vice Principals Salaries	Educational Assistants Salaries	Support Staff Salaries	Other Professionals Salaries	Substitutes Salaries	Total Salaries
	\$	\$	\$	\$	\$	\$	\$
<b>1 Instruction</b>							
1.02 Regular Instruction	52,820,612	2,729,474	1,738,725	1,774,968		3,391,680	62,455,459
1.03 Career Programs	148,899			269,566		7,852	426,317
1.07 Library Services	2,455,667		157,434	246,208		18,420	2,877,729
1.08 Counselling	3,457,013					6,369	3,463,382
1.10 Special Education	7,758,299	847,784	9,766,480	711,348		250,197	19,334,108
1.30 English Language Learning	1,748,412					10,921	1,759,333
1.31 Indigenous Education	353,085	139,509	489,706			9,611	991,911
1.41 School Administration		6,485,841		865,249		63,001	7,414,091
1.60 Summer School	315,787			17,319			333,106
1.62 International and Out of Province Students	109,542			105,375	180,928		395,845
1.64 Other	54,221			17,127	177,217	3,469	252,034
<b>Total Function 1</b>	<b>69,221,537</b>	<b>10,202,608</b>	<b>12,152,345</b>	<b>4,007,160</b>	<b>358,145</b>	<b>3,761,520</b>	<b>99,703,315</b>
<b>4 District Administration</b>							
4.11 Educational Administration					751,579		751,579
4.40 School District Governance					194,746		194,746
4.41 Business Administration		139,510		1,148,572	1,515,250	4,163	2,807,495
<b>Total Function 4</b>	<b>-</b>	<b>139,510</b>	<b>-</b>	<b>1,148,572</b>	<b>2,461,575</b>	<b>4,163</b>	<b>3,753,820</b>
<b>5 Operations and Maintenance</b>							
5.41 Operations and Maintenance Administration				55,300	934,557		989,857
5.50 Maintenance Operations				6,603,005	456,841	304,199	7,364,045
5.52 Maintenance of Grounds				291,315			291,315
5.56 Utilities							-
<b>Total Function 5</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>6,949,620</b>	<b>1,391,398</b>	<b>304,199</b>	<b>8,645,217</b>
<b>7 Transportation and Housing</b>							
7.70 Student Transportation			148,251			156	148,407
<b>Total Function 7</b>	<b>-</b>	<b>-</b>	<b>148,251</b>	<b>-</b>	<b>-</b>	<b>156</b>	<b>148,407</b>
<b>9 Debt Services</b>							
<b>Total Function 9</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total Functions 1 - 9</b>	<b>69,221,537</b>	<b>10,342,118</b>	<b>12,300,596</b>	<b>12,105,352</b>	<b>4,211,118</b>	<b>4,070,038</b>	<b>112,250,759</b>



# School District No. 44 (North Vancouver)

Schedule 2C (Unaudited)

Operating Expense by Function, Program and Object

Year Ended June 30, 2020

	Total Salaries	Employee Benefits	Total Salaries and Benefits	Services and Supplies	2020 Actual	2020 Budget (Note 18)	2019 Actual
	\$	\$	\$	\$	\$	\$	\$
<b>1 Instruction</b>							
1.02 Regular Instruction	62,455,459	16,014,607	78,470,066	3,003,983	81,474,049	85,650,512	79,258,286
1.03 Career Programs	426,317	106,511	532,828	24,655	557,483	567,522	481,752
1.07 Library Services	2,877,729	712,041	3,589,770	14,493	3,604,263	3,323,659	3,610,912
1.08 Counselling	3,463,382	798,999	4,262,381	12,866	4,275,247	3,014,622	3,869,291
1.10 Special Education	19,334,108	4,516,961	23,851,069	320,947	24,172,016	22,351,269	24,722,378
1.30 English Language Learning	1,759,333	457,886	2,217,219	11,114	2,228,333	1,845,017	1,905,035
1.31 Indigenous Education	991,911	216,682	1,208,593	63,169	1,271,762	1,390,528	1,303,938
1.41 School Administration	7,414,091	1,501,080	8,915,171	205,547	9,120,718	8,398,388	8,917,582
1.60 Summer School	333,106	60,410	393,516	16,830	410,346	324,717	406,830
1.62 International and Out of Province Students	395,845	92,231	488,076	1,421,157	1,909,233	4,720,909	2,026,615
1.64 Other	252,034	51,558	303,592	2,018,502	2,322,094	2,949,201	2,928,544
<b>Total Function 1</b>	<b>99,703,315</b>	<b>24,528,966</b>	<b>124,232,281</b>	<b>7,113,263</b>	<b>131,345,544</b>	<b>134,536,344</b>	<b>129,431,163</b>
<b>4 District Administration</b>							
4.11 Educational Administration	751,579	150,207	901,786	271,363	1,173,149	1,133,852	1,164,598
4.40 School District Governance	194,746	15,807	210,553	105,463	316,016	323,832	316,868
4.41 Business Administration	2,807,495	584,336	3,391,831	1,139,544	4,531,375	4,173,054	4,158,598
<b>Total Function 4</b>	<b>3,753,820</b>	<b>750,350</b>	<b>4,504,170</b>	<b>1,516,370</b>	<b>6,020,540</b>	<b>5,630,738</b>	<b>5,640,064</b>
<b>5 Operations and Maintenance</b>							
5.41 Operations and Maintenance Administration	989,857	195,183	1,185,040	627,292	1,812,332	1,980,152	1,550,586
5.50 Maintenance Operations	7,364,045	1,773,898	9,137,943	2,514,920	11,652,863	11,098,057	10,559,572
5.52 Maintenance of Grounds	291,315	66,688	358,003	526,194	884,197	947,008	799,956
5.56 Utilities	-	-	-	2,297,719	2,297,719	2,863,250	2,452,532
<b>Total Function 5</b>	<b>8,645,217</b>	<b>2,035,769</b>	<b>10,680,986</b>	<b>5,966,125</b>	<b>16,647,111</b>	<b>16,888,467</b>	<b>15,362,646</b>
<b>7 Transportation and Housing</b>							
7.70 Student Transportation	148,407	30,081	178,488	53,485	231,973	446,515	172,901
<b>Total Function 7</b>	<b>148,407</b>	<b>30,081</b>	<b>178,488</b>	<b>53,485</b>	<b>231,973</b>	<b>446,515</b>	<b>172,901</b>
<b>9 Debt Services</b>							
<b>Total Function 9</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total Functions 1 - 9</b>	<b>112,250,759</b>	<b>27,345,166</b>	<b>139,595,925</b>	<b>14,649,243</b>	<b>154,245,168</b>	<b>157,502,064</b>	<b>150,606,774</b>

# School District No. 44 (North Vancouver)

Schedule 3 (Unaudited)

Schedule of Special Purpose Operations

Year Ended June 30, 2020

	2020 Budget (Note 18) \$	2020 Actual \$	2019 Actual \$
<b>Revenues</b>			
Provincial Grants			
Ministry of Education	21,469,651	<b>20,686,572</b>	19,077,633
Other	100,000	<b>124,227</b>	101,288
Other Revenue	7,280,903	<b>5,354,034</b>	7,485,935
<b>Total Revenue</b>	<b>28,850,554</b>	<b>26,164,833</b>	26,664,856
<b>Expenses</b>			
Instruction	27,544,232	<b>24,808,272</b>	25,244,735
District Administration	260,903	<b>213,814</b>	168,607
Operations and Maintenance	39,982	<b>39,982</b>	53,310
Transportation and Housing	109,080	<b>93,907</b>	
<b>Total Expense</b>	<b>27,954,197</b>	<b>25,155,975</b>	25,466,652
<b>Special Purpose Surplus (Deficit) for the year</b>	<b>896,357</b>	<b>1,008,858</b>	1,198,204
<b>Net Transfers (to) from other funds</b>			
Tangible Capital Assets Purchased	(896,357)	<b>(1,008,858)</b>	(1,198,204)
<b>Total Net Transfers</b>	<b>(896,357)</b>	<b>(1,008,858)</b>	(1,198,204)
<b>Total Special Purpose Surplus (Deficit) for the year</b>	<b>-</b>	<b>-</b>	-
<b>Special Purpose Surplus (Deficit), beginning of year</b>			
<b>Special Purpose Surplus (Deficit), end of year</b>		<b>-</b>	-

# School District No. 44 (North Vancouver)

Changes in Special Purpose Funds and Expense by Object  
Year Ended June 30, 2020

	Annual Facility Grant	Learning Improvement Fund	School Generated Funds	Strong Start	Ready, Set, Learn	OLEP	CommunityLINK	Classroom Enhancement Fund - Overhead	Classroom Enhancement Fund - Staffing
	\$	\$	\$	\$	\$	\$	\$	\$	\$
<b>Deferred Revenue, beginning of year</b>			3,856,442						
<b>Add:</b> Restricted Grants									
Provincial Grants - Ministry of Education	626,273	500,302		225,106	61,931	268,464	1,109,882	6,844,203	10,097,788
Other			5,055,234						
	626,273	500,302	5,055,234	225,106	61,931	268,464	1,109,882	6,844,203	10,097,788
<b>Less:</b> Allocated to Revenue	626,273	500,302	5,114,079	219,710	59,059	268,464	1,109,882	6,844,203	10,097,788
<b>Deferred Revenue, end of year</b>	-	-	<b>3,797,597</b>	<b>5,396</b>	<b>2,872</b>	-	-	-	-
<b>Revenues</b>									
Provincial Grants - Ministry of Education	626,273	500,302		219,710	59,059	268,464	1,109,882	6,844,203	10,097,788
Provincial Grants - Other			5,114,079						
Other Revenue									
	626,273	500,302	5,114,079	219,710	59,059	268,464	1,109,882	6,844,203	10,097,788
<b>Expenses</b>									
Salaries									
Teachers						48,106	256,518		7,878,367
Principals and Vice Principals						37,163			
Educational Assistants		417,181					393,578	5,109,823	
Support Staff				155,193	4,149		39,873	98,592	
Other Professionals								142,158	
Substitutes					1,844	16,236		60,197	238,800
	-	417,181	-	155,193	5,993	101,505	689,969	5,410,770	8,117,167
Employee Benefits		83,121		33,666	790	22,177	158,769	1,139,367	1,980,621
Services and Supplies	39,982		4,996,621	28,941	52,276	144,782	261,144	1,072	
	39,982	500,302	4,996,621	217,800	59,059	268,464	1,109,882	6,551,209	10,097,788
<b>Net Revenue (Expense) before Interfund Transfers</b>	586,291	-	117,458	1,910	-	-	-	292,994	-
<b>Interfund Transfers</b>									
Tangible Capital Assets Purchased	(586,291)		(117,458)	(1,910)				(292,994)	
	(586,291)	-	(117,458)	(1,910)	-	-	-	(292,994)	-
<b>Net Revenue (Expense)</b>	-	-	-	-	-	-	-	-	-

**School District No. 44 (North Vancouver)**

Changes in Special Purpose Funds and Expense by Object  
Year Ended June 30, 2020

	Classroom Enhancement Fund - Remedies	First Nation Student Transportation	Mental Health in Schools	Changing Results for Young Children	Carlile Youth Inpatient PRP	Violence Prevention	BCEM ERAC	Mental Health Hub	Cheakamus Special Projects
	\$	\$	\$	\$	\$	\$	\$	\$	\$
<b>Deferred Revenue, beginning of year</b>	155,227				106,632		170,903	124,227	6,141
<b>Add:</b> Restricted Grants									
Provincial Grants - Ministry of Education	1,168,993	211,108	26,500	17,356	238,869				
Other						20,000			
	1,168,993	211,108	26,500	17,356	238,869	20,000	-	-	-
<b>Less:</b> Allocated to Revenue	598,852	93,907	26,500	3,558	238,074	20,000	170,903	124,227	6,141
<b>Deferred Revenue, end of year</b>	<b>725,368</b>	<b>117,201</b>	<b>-</b>	<b>13,798</b>	<b>107,427</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Revenues</b>									
Provincial Grants - Ministry of Education	598,852	93,907	26,500	3,558	238,074				
Provincial Grants - Other								124,227	
Other Revenue						20,000	170,903		6,141
	598,852	93,907	26,500	3,558	238,074	20,000	170,903	124,227	6,141
<b>Expenses</b>									
Salaries									
Teachers					139,542			80,250	
Principals and Vice Principals					17,706				
Educational Assistants		5,218							
Support Staff									
Other Professionals									
Substitutes	507,502			2,533	22,439			364	
	507,502	5,218	-	2,533	179,687	-	-	80,614	-
Employee Benefits	91,350	479			38,471			20,198	
Services and Supplies		88,210	26,500	1,025	12,228	20,000	170,903	23,415	3,624
	598,852	93,907	26,500	3,558	230,386	20,000	170,903	124,227	3,624
<b>Net Revenue (Expense) before Interfund Transfers</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>7,688</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>2,517</b>
<b>Interfund Transfers</b>									
Tangible Capital Assets Purchased					(7,688)				(2,517)
	-	-	-	-	(7,688)	-	-	-	(2,517)
<b>Net Revenue (Expense)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

# School District No. 44 (North Vancouver)

Changes in Special Purpose Funds and Expense by Object

Year Ended June 30, 2020

	Metro Regional Implementation	Sutherland Track	TOTAL
	\$	\$	\$
<b>Deferred Revenue, beginning of year</b>	259,396		4,678,968
<b>Add:</b> Restricted Grants			
Provincial Grants - Ministry of Education			21,396,775
Other	63,144	10,000	5,148,378
	63,144	10,000	26,545,153
<b>Less:</b> Allocated to Revenue	42,911	-	26,164,833
<b>Deferred Revenue, end of year</b>	<b>279,629</b>	<b>10,000</b>	<b>5,059,288</b>
<b>Revenues</b>			
Provincial Grants - Ministry of Education			20,686,572
Provincial Grants - Other			124,227
Other Revenue	42,911		5,354,034
	42,911	-	26,164,833
<b>Expenses</b>			
Salaries			
Teachers			8,402,783
Principals and Vice Principals			54,869
Educational Assistants			5,925,800
Support Staff			297,807
Other Professionals			142,158
Substitutes			849,915
	-	-	15,673,332
Employee Benefits			3,569,009
Services and Supplies	42,911		5,913,634
	42,911	-	25,155,975
<b>Net Revenue (Expense) before Interfund Transfers</b>	-	-	1,008,858
<b>Interfund Transfers</b>			
Tangible Capital Assets Purchased			(1,008,858)
	-	-	(1,008,858)
<b>Net Revenue (Expense)</b>	-	-	-

# School District No. 44 (North Vancouver)

Schedule 4 (Unaudited)

## Schedule of Capital Operations

Year Ended June 30, 2020

	2020	2020 Actual			2019
	Budget (Note 18)	Invested in Tangible Capital Assets	Local Capital	Fund Balance	Actual
	\$	\$	\$	\$	\$
<b>Revenues</b>					
Investment Income			203,360	203,360	126,043
Amortization of Deferred Capital Revenue	6,223,213	6,231,951		6,231,951	6,175,550
<b>Total Revenue</b>	<u>6,223,213</u>	<u>6,231,951</u>	<u>203,360</u>	<u>6,435,311</u>	<u>6,301,593</u>
<b>Expenses</b>					
Amortization of Tangible Capital Assets					
Operations and Maintenance	9,782,180	10,089,299		10,089,299	10,065,018
Debt Services					
Capital Lease Interest			23,528	23,528	36,895
<b>Total Expense</b>	<u>9,782,180</u>	<u>10,089,299</u>	<u>23,528</u>	<u>10,112,827</u>	<u>10,101,913</u>
<b>Capital Surplus (Deficit) for the year</b>	<u>(3,558,967)</u>	<u>(3,857,348)</u>	<u>179,832</u>	<u>(3,677,516)</u>	<u>(3,800,320)</u>
<b>Net Transfers (to) from other funds</b>					
Tangible Capital Assets Purchased	1,506,357	1,681,447		1,681,447	1,821,962
Tangible Capital Assets - Work in Progress				-	28,666
Local Capital	4,500,000		4,328,324	4,328,324	6,328,483
Capital Lease Payment			158,621	158,621	175,612
<b>Total Net Transfers</b>	<u>6,006,357</u>	<u>1,681,447</u>	<u>4,486,945</u>	<u>6,168,392</u>	<u>8,354,723</u>
<b>Other Adjustments to Fund Balances</b>					
Tangible Capital Assets Purchased from Local Capital		793,864	(793,864)	-	
Tangible Capital Assets WIP Purchased from Local Capital		251,662	(251,662)	-	
Principal Payment					
Capital Lease		158,621	(158,621)	-	
<b>Total Other Adjustments to Fund Balances</b>		<u>1,204,147</u>	<u>(1,204,147)</u>	<u>-</u>	
<b>Total Capital Surplus (Deficit) for the year</b>	<u>2,447,390</u>	<u>(971,754)</u>	<u>3,462,630</u>	<u>2,490,876</u>	<u>4,554,403</u>
<b>Capital Surplus (Deficit), beginning of year</b>		<u>94,412,210</u>	<u>10,967,907</u>	<u>105,380,117</u>	<u>100,825,714</u>
<b>Capital Surplus (Deficit), end of year</b>		<u>93,440,456</u>	<u>14,430,537</u>	<u>107,870,993</u>	<u>105,380,117</u>

# School District No. 44 (North Vancouver)

Schedule 4A (Unaudited)

Tangible Capital Assets  
Year Ended June 30, 2020

	Sites	Buildings	Furniture and Equipment	Vehicles	Computer Software	Computer Hardware	Total
	\$	\$	\$	\$	\$	\$	\$
<b>Cost, beginning of year</b>	12,472,243	382,242,559	3,912,747	1,311,405	320,933	4,161,468	<b>404,421,355</b>
<b>Changes for the Year</b>							
Increase:							
Purchases from:							
Deferred Capital Revenue - Bylaw		3,136,379	240,565	144,771		629,677	<b>4,151,392</b>
Deferred Capital Revenue - Other		1,343,316	189,971				<b>1,533,287</b>
Operating Fund			222,403	44,937		405,249	<b>672,589</b>
Special Purpose Funds		586,291	87,801			334,766	<b>1,008,858</b>
Local Capital		237,864		101,000		455,000	<b>793,864</b>
Transferred from Work in Progress		627,681					<b>627,681</b>
	-	5,931,531	740,740	290,708	-	1,824,692	<b>8,787,671</b>
Decrease:							
Deemed Disposals			201,952		16,859	789,506	<b>1,008,317</b>
	-	-	201,952	-	16,859	789,506	<b>1,008,317</b>
<b>Cost, end of year</b>	12,472,243	388,174,090	4,451,535	1,602,113	304,074	5,196,654	<b>412,200,709</b>
<b>Work in Progress, end of year</b>		71,023,999					<b>71,023,999</b>
<b>Cost and Work in Progress, end of year</b>	12,472,243	459,198,089	4,451,535	1,602,113	304,074	5,196,654	<b>483,224,708</b>
<b>Accumulated Amortization, beginning of year</b>		135,212,361	1,304,094	418,734	182,521	1,533,771	<b>138,651,481</b>
<b>Changes for the Year</b>							
Increase: Amortization for the Year		8,670,402	391,275	131,141	64,187	832,294	<b>10,089,299</b>
Decrease:							
Deemed Disposals			201,952		16,859	789,506	<b>1,008,317</b>
			201,952		16,859	789,506	<b>1,008,317</b>
<b>Accumulated Amortization, end of year</b>		143,882,763	1,493,417	549,875	229,849	1,576,559	<b>147,732,463</b>
<b>Tangible Capital Assets - Net</b>	<b>12,472,243</b>	<b>315,315,326</b>	<b>2,958,118</b>	<b>1,052,238</b>	<b>74,225</b>	<b>3,620,095</b>	<b>335,492,245</b>

# School District No. 44 (North Vancouver)

Schedule 4B (Unaudited)

Tangible Capital Assets - Work in Progress

Year Ended June 30, 2020

	Buildings	Furniture and Equipment	Computer Software	Computer Hardware	Total
	\$	\$	\$	\$	\$
<b>Work in Progress, beginning of year</b>	22,829,819				22,829,819
<b>Changes for the Year</b>					
Increase:					
Deferred Capital Revenue - Bylaw	48,570,199				48,570,199
Local Capital	251,662				251,662
	48,821,861	-	-	-	48,821,861
Decrease:					
Transferred to Tangible Capital Assets	627,681				627,681
	627,681	-	-	-	627,681
<b>Net Changes for the Year</b>	48,194,180	-	-	-	48,194,180
<b>Work in Progress, end of year</b>	<b>71,023,999</b>	-	-	-	<b>71,023,999</b>



# School District No. 44 (North Vancouver)

Schedule 4C (Unaudited)

Deferred Capital Revenue

Year Ended June 30, 2020

	Bylaw Capital	Other Provincial	Other Capital	Total Capital
	\$	\$	\$	\$
<b>Deferred Capital Revenue, beginning of year</b>	165,437,244	2,896,493	4,335,914	<b>172,669,651</b>
<b>Changes for the Year</b>				
Increase:				
Transferred from Deferred Revenue - Capital Additions	4,151,392	1,343,316	189,971	<b>5,684,679</b>
Transferred from Work in Progress	243,490	355,525		<b>599,015</b>
	<u>4,394,882</u>	<u>1,698,841</u>	<u>189,971</u>	<u><b>6,283,694</b></u>
Decrease:				
Amortization of Deferred Capital Revenue	5,946,499	92,063	193,389	<b>6,231,951</b>
	<u>5,946,499</u>	<u>92,063</u>	<u>193,389</u>	<u><b>6,231,951</b></u>
<b>Net Changes for the Year</b>	<u>(1,551,617)</u>	<u>1,606,778</u>	<u>(3,418)</u>	<u><b>51,743</b></u>
<b>Deferred Capital Revenue, end of year</b>	<u>163,885,627</u>	<u>4,503,271</u>	<u>4,332,496</u>	<u><b>172,721,394</b></u>
<b>Work in Progress, beginning of year</b>	14,345,241	6,134,482		<b>20,479,723</b>
<b>Changes for the Year</b>				
Increase				
Transferred from Deferred Revenue - Work in Progress	48,570,199			<b>48,570,199</b>
	<u>48,570,199</u>	<u>-</u>	<u>-</u>	<u><b>48,570,199</b></u>
Decrease				
Transferred to Deferred Capital Revenue	243,490	355,525		<b>599,015</b>
	<u>243,490</u>	<u>355,525</u>	<u>-</u>	<u><b>599,015</b></u>
<b>Net Changes for the Year</b>	<u>48,326,709</u>	<u>(355,525)</u>	<u>-</u>	<u><b>47,971,184</b></u>
<b>Work in Progress, end of year</b>	<u>62,671,950</u>	<u>5,778,957</u>	<u>-</u>	<u><b>68,450,907</b></u>
<b>Total Deferred Capital Revenue, end of year</b>	<u><b>226,557,577</b></u>	<u><b>10,282,228</b></u>	<u><b>4,332,496</b></u>	<u><b>241,172,301</b></u>

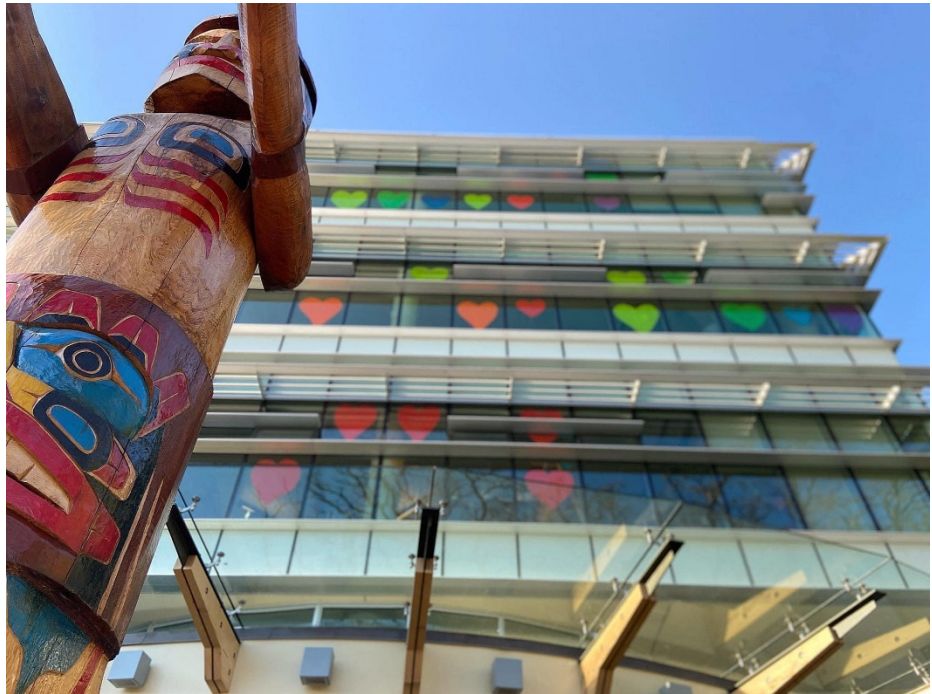
# School District No. 44 (North Vancouver)

Changes in Unspent Deferred Capital Revenue

Year Ended June 30, 2020

	Bylaw Capital	MEd Restricted Capital	Other Provincial Capital	Land Capital	Other Capital	Total
<b>Balance, beginning of year</b>	\$ 14,465	\$ 1,343,316	\$	\$	\$ 73,585	\$ 1,431,366
<b>Changes for the Year</b>						
Increase:						
Provincial Grants - Ministry of Education	52,707,497					52,707,497
Playgrounds					135,751	135,751
	52,707,497	-	-	-	135,751	52,843,248
Decrease:						
Transferred to DCR - Capital Additions	4,151,392	1,343,316			189,971	5,684,679
Transferred to DCR - Work in Progress	48,570,199					48,570,199
	52,721,591	1,343,316	-	-	189,971	54,254,878
<b>Net Changes for the Year</b>	(14,094)	(1,343,316)	-	-	(54,220)	(1,411,630)
<b>Balance, end of year</b>	<b>371</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>19,365</b>	<b>19,736</b>

# YEAR END FINANCIAL STATEMENT MANAGEMENT DISCUSSION AND ANALYSIS



Financial Results of Fiscal Year 2019/20



# Table of Contents

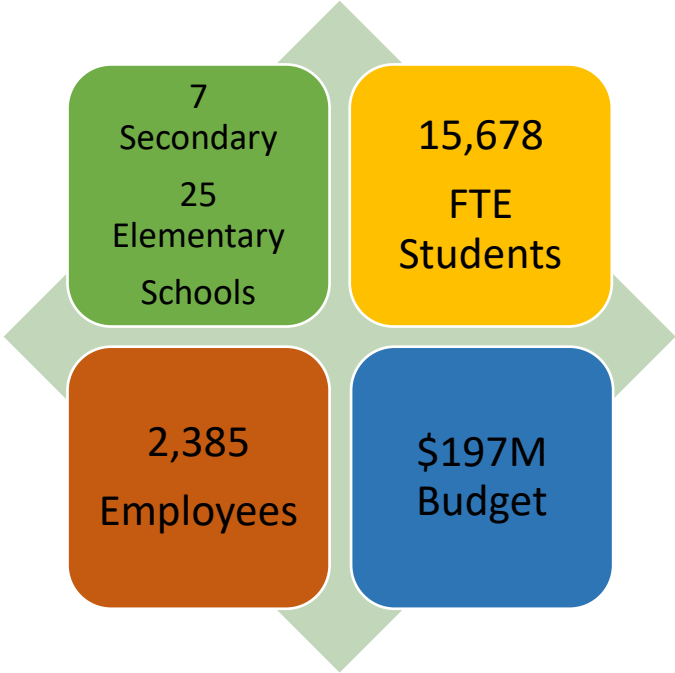
School District Profile.....	3
Covid-19 and the 2019/20 School Year.....	4
Our Mandate.....	5
Ten Year Strategic Goals and Objectives .....	7
School District Funding .....	8
The Financial Planning Process .....	10
Consolidated Statement of Financial Position .....	11
Statement of Operations (Operating Fund).....	16
Accumulated Operating Surplus .....	21
Special Purpose Fund .....	23
Capital Project Expenditures.....	26
Local Capital Funds .....	29
Future Considerations - Risks and Opportunities .....	30
Conclusion.....	32

# School District Profile



The North Vancouver School District (NVSD) operates schools in the City of North Vancouver, and the District of North Vancouver. One of sixty BC Public School Districts, NVSD operates twenty-five elementary schools and seven secondary schools. In addition to the thirty-two school facilities, the District operates the Cheakamus Environmental Learning Centre in Squamish, and maintains an operations maintenance facility

and the Education Services Centre within the School District boundaries. The NVSD prepares its financial statements in accordance with Canadian public sector accounting standards using guidelines developed by the Public Sector Accounting Board (PSAB). KPMG is the Board-appointed auditor. We are the 11<sup>th</sup> largest in the province. In 2019/20, we served over 15,000 students, their families and more than 2,300 staff.



## Covid-19 and the 2019/20 School Year

The suspension of in-class learning in March required a sudden, dramatic shift in the K-12 model across the province. It also required an enormous effort on the part of staff to ensure educational continuity for our students through remote online learning delivery methods. Overnight, staff became familiar with new technologies, adopted new teaching techniques, and many found themselves



juggling the overwhelming demands of both caring for family and working full-time. In the span of three months, our staff adapted to the technological and psychological challenges brought on by the Covid-19 pandemic. They responded with



grace, enthusiasm and resiliency. Field trips, art shows, sports events, drama productions and of course, grade twelve graduation ceremonies were either cancelled or took another format. Despite the challenges and disappointments, the



professionalism and deep commitment demonstrated by staff to keep students connected, engaged and learning for the remainder of the 2019/20 school year was commendable. Innovative alternatives including physically distanced and/or virtual performances and professionally produced and recorded grad ceremonies replaced traditional events, marking the end to arguably, the most



remarkable and unique school year in recent memory. Covid-19's impact is likely to persist into the fall and beyond, continuing to place significant demands on the school district's resources, both human and financial. Given what was learned when remote on-line learning was offered in the spring and when schools partially reopened in June, the school district has demonstrated it can successfully confront any challenges that arise as staff get set to reopen in September for the new school year.



## Our Mandate

The provincial mandate governs our general policies, service delivery and accountability structures. The mandate is broad, and flexible to provide the Board the ability to develop policies and programs that meet the legislated requirements of the School Act, and are responsive to the local needs of our community. The Provincial Statement of Education Policy Order emphasizes that in preparing students as future citizens, schools assist in developing “well-educated people who have the ability to think clearly and critically, and to adapt to change.” Progress towards these goals is supported by educated citizens who accept the tolerant and multi-faceted nature of Canadian society.

Seven elected Trustees comprise the North Vancouver Board of Education. Four are elected from the District of North Vancouver, and three from the City of North Vancouver. Collectively, the Board is responsible for the allocation of resources, hiring and assignment of teachers, administrators, support staff, and making the major policy decisions to effectively deliver the Ministry of Education’s K-12 Curriculum as mandated by the *School Act*. In the 2020 school year, the Board oversaw a total budget of more than \$190 million.



*We provide world-class instruction and a rich diversity of engaging programs to inspire success for every student and bring communities together to learn, share and grow.*

## Our Shared Values

Our shared values set the tone for how we relate to one another in pursuing common goals. Our values assist us in demonstrating consistent and fair leadership and guide us in working collaboratively and productively together to realize our Vision.

### Trust

*We act with integrity. We are open and honest in our communication with one another.*

### Respect

*We relate to each other with care and appreciation. We honour diversity and recognize the exceptional in everyone.*

### Responsibility

*We are accountable for our actions. We support positive change, continuous improvement and the pursuit of excellence.*

### Collaboration

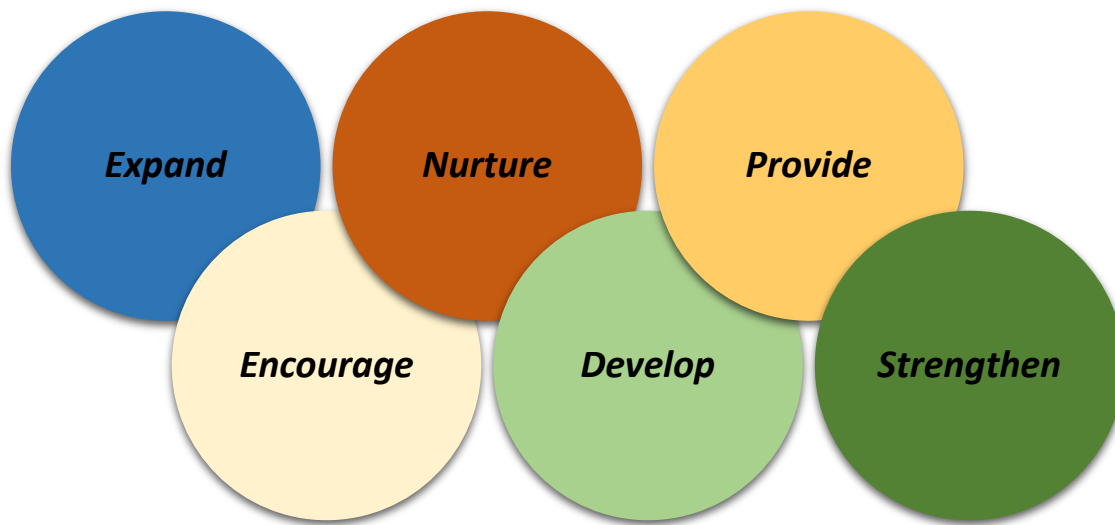
*We develop relationships and affiliations to achieve shared goals and consider each other in our decisions and actions.*





# Ten Year Strategic Goals and Objectives

Fiscal 2019/20 is the second year of the Board’s [Three Year Operating Plan 2019-2021](#). This plan establishes interim objectives and strategies designed to meet the Board’s long-term goals identified in the [Ten Year Strategic Plan](#). These six long-term goals, established through an extensive process of consultation, brought together our partner groups and community members, combined our strengths, and provided the framework to promote an integrated, organizational-wide approach to realize the Board’s Vision. During the year, the Board began an engagement process to provide input into the development of our next Strategic Plan. This work will continue throughout the next fiscal. Our financial discussion and analysis is framed within the context of the current vision, aligning these objectives throughout the organization.



**Expand**      *the availability of best instructional practices and enriched curriculum*

**Encourage**      *the growth of collaborative, adaptive and personalized learning environments*

**Nurture**      *an inspiring and healthy work environment*

**Develop**      *and promote innovative and sustainable programs*

**Provide**      *leadership in environmental education and sustainability practices*

**Strengthen**      *and expand reciprocal community relations*

## School District Funding

The District is funded primarily through Operating Grants received from the Provincial Ministry of Education. The Operating Grant is based on student enrolment, confirmed three times per year in September, February, and July. The District receives a fixed amount per full-time enrolled student (FTE). For each identified student with unique needs, the District receives a supplementary grant on top of the basic per-pupil operating grant to support the needs of diverse students.



### **2019-2020 Ministry of Education Per Student Funding**

- *Basic Operating Grant*  
*\$7,468 before additional funding*
- *Summer School*  
*Grade 1-9 \$215*  
*Grade 10-12 \$439*
- *Indigenous Students*  
*\$1,450*
- *English Language Learners* *\$1,495*
- *Students with Diverse Needs*  
*Level I \$42,400*  
*Level II \$20,200*  
*Level III \$10,250*

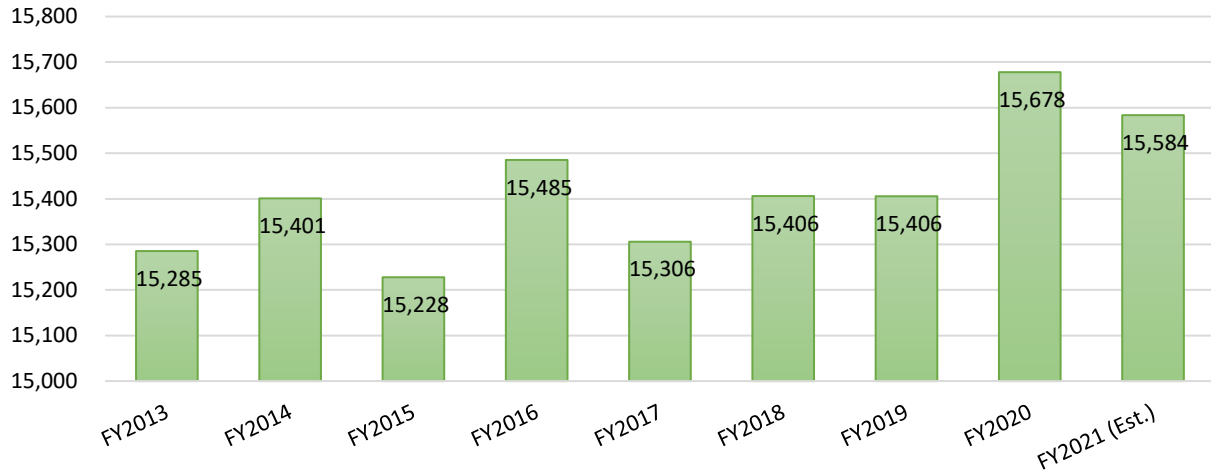
## Counting Student Enrolments

In grades kindergarten through nine, one student equates to one FTE. At the secondary level, in grades ten through twelve, students are funded based on the percentage of full-time enrolment.

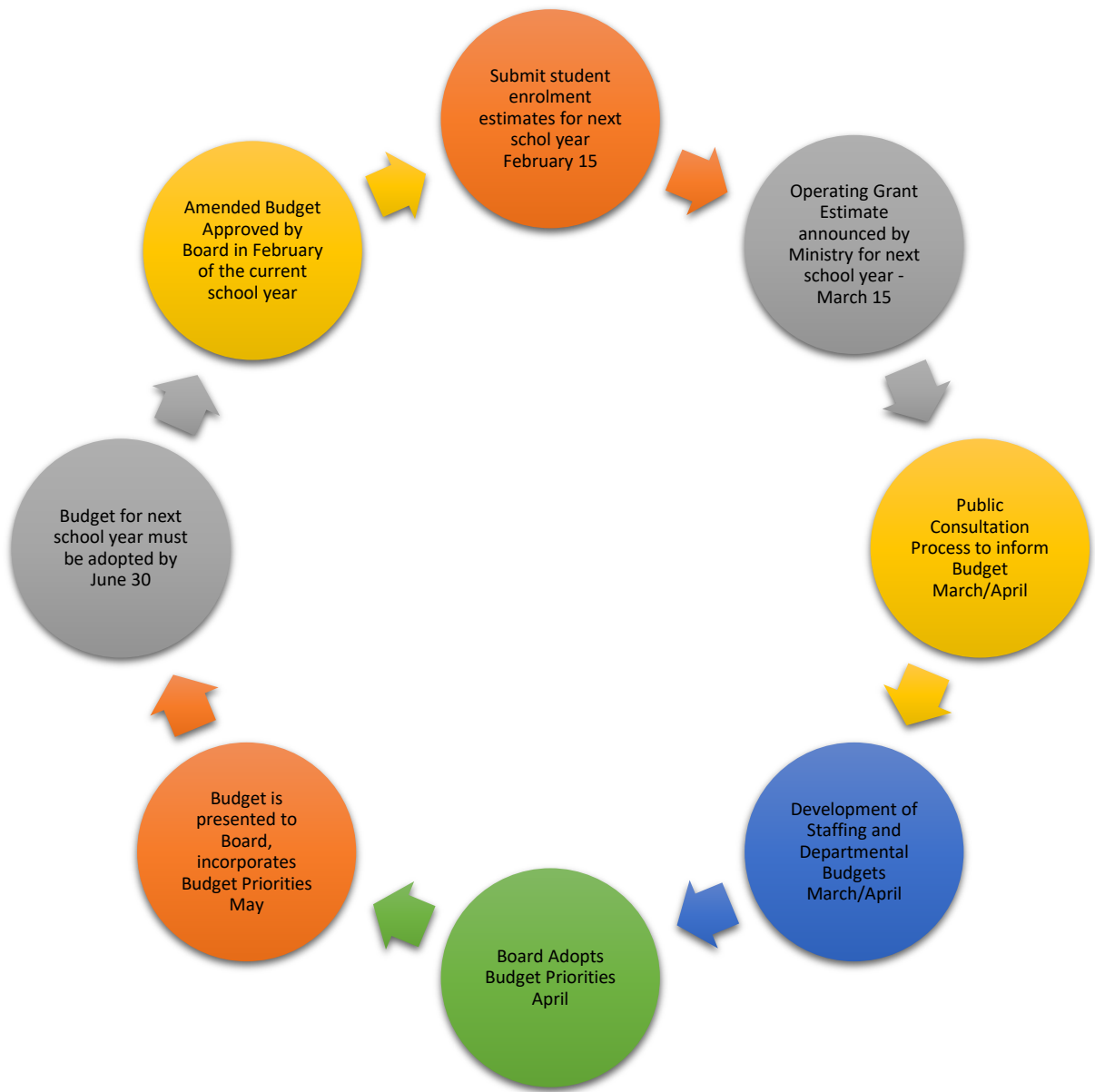
The basic operating grant provided for students in secondary is adjusted to match their course load. Secondary students often take less than a full course load or seek learning opportunities and experiences outside of school to meet their credit requirements. This variation from year to year in student enrolment influences course offerings, required staffing levels, and predictions of future capacity requirements of District schools. Each year, the School District undertakes a comprehensive process including an analysis of population data and consideration of municipal development approvals to predict future enrolment

trends. The number of students enrolled directly impacts the number of classrooms. A reliable estimate of student enrolment is crucial to the integrity of the operating budget, as 87% of expenditures support salaries and benefits. Student enrolment has experienced some variability in previous years.

### NVSD Student FTE Enrolment 2013-2021



# The Financial Planning Process



**Annual Budget Development:** The annual budget cycle begins with the Board’s endorsement of a process and timeline for budget adoption in December of each year. By February 15<sup>th</sup>, management submits to the Ministry, the expected student enrolment for the upcoming school year. Provincial operating grant funding estimates will be based on these initial student enrolment projections, and are released to districts in March. Throughout the spring, a public consultation process is undertaken to identify budget priorities. Management incorporates those priorities into the preliminary operating budget as directed by the Board. By June 30<sup>th</sup> each year, the Board must adopt a budget for the upcoming school year. Each year, in February, once all the actual student counts are known, and provincial funding is confirmed, the Board will pass an Amended Budget for the current school year.



## Consolidated Statement of Financial Position

	FY2020	FY2019	\$ Change	% Change
<b>Financial Assets</b>				
Cash and Cash Equivalents	66,908,608	50,804,816	16,103,792	31.7%
Accounts Receivable				
Due from Province - Ministry of Education	697,047	3,069,828	(2,372,781)	(77.3%)
Other	832,709	1,512,721	(680,012)	(45.0%)
Inventories for Resale	312,540	353,004	(40,464)	(11.5%)
<b>Total Financial Assets</b>	<b>68,750,904</b>	<b>55,740,369</b>	<b>13,010,535</b>	<b>23.3%</b>
<b>Liabilities</b>				
Accounts Payable and Accrued Liabilities				
Due to Province - Ministry of Education	29,758	54,997	(25,239)	(45.9%)
Other	23,601,552	15,770,934	7,830,618	49.7%
Unearned Revenue	8,000,991	10,009,398	(2,008,407)	(20.1%)
Deferred Revenue	5,059,288	4,678,968	380,320	8.1%
Deferred Capital Revenue	241,192,037	194,580,740	46,611,297	24.0%
Employee Future Benefits	7,742,500	7,516,625	225,875	3.0%
Capital Lease Obligations	386,086	544,708	(158,622)	(29.1%)
<b>Total Liabilities</b>	<b>286,012,212</b>	<b>233,156,370</b>	<b>52,855,842</b>	<b>22.7%</b>
<b>Net Financial Assets (Debt)</b>	<b>(217,261,308)</b>	<b>(177,416,001)</b>	<b>(39,845,307)</b>	<b>22.5%</b>
<b>Non-Financial Assets</b>				
Tangible Capital Assets	335,492,245	288,599,693	46,892,552	16.2%
Prepaid Expenses	722,218	2,994,896	(2,272,678)	(75.9%)
Supplies Inventory	1,678		1,678	
<b>Total Non-Financial Assets</b>	<b>336,216,141</b>	<b>291,594,589</b>	<b>44,621,552</b>	<b>15.3%</b>
<b>Accumulated Surplus (Deficit)</b>	<b>118,954,833</b>	<b>114,178,588</b>	<b>4,776,245</b>	<b>4.2%</b>

**Cash Holdings:** School District funds are held in the operating bank account, the individual schools' bank accounts, in the provincial Centralized Deposit System, and at the Blueshore Credit Union. Funds held at Blueshore include an Investment certificate at a rate of 2.15% (FY2019 – 2.05%); of these funds, \$2million is pledged as collateral for a letter of credit in favour of the District of North Vancouver as security for the school construction projects at Argyle, Handsworth and Mountainside. The change in cash balances from FY2019 to FY2020 can be attributed to several factors including the significant year over year decrease in accounts receivable, the increase in accounts payable at June 30, and the increase in Accumulated Operating Surplus. The District was holding significant cash reserves at year end in anticipation of refunds for international students expected to be returned in the following fiscal. The numbers of international students is expected to decrease in 2020/21 as the border remains closed until at least the end of September, 2020.

:

Allocation of Cash at June 30, 2020	FY2020	FY2019
Operating Accounts	43,861,698	28,346,616
Provincial CDS Program	20,505,953	19,970,868
BlueShore Financial	2,540,957	2,487,332
<b>Total</b>	<b>\$66,908,608</b>	<b>\$50,804,816</b>

**Accounts Receivable:** The most significant change in Accounts Receivable year over year is represented by a \$2.3million decrease in the amount due from the Province of BC at year end. Amounts due from the Ministry of Education at June 30<sup>th</sup> relate to the Argyle, Handsworth and Mountainside construction projects.

**Prepaid Expenses:** In FY2020, prepaid expenses decreased by \$2million, monies were returned to the School District by the District of North Vancouver in exchange for a Letter of Credit to secure the School District’s seismic replacement construction projects.

**Accounts Payable:** Accounts payable were \$23.6million. (FY2019 \$15.7million) There was a significant increase over the previous year which is attributed to the District’s capital construction projects. Increased trade payables and lien holdbacks relating to these capital projects account for the bulk of the increase, however payroll liabilities increased over last year. Vacation pay owing was approximately \$100,000 higher as fewer staff were able to take their vacation due to COVID-19, and there was a \$700,000 increase to accrued Employer Health Tax owing as a result of the provincial government extending the remittance due date for until September as a means to provide financial relief to business.

**Unearned Revenues:** Unearned revenues represent amounts that have been collected by the District in advance of providing the related programming. Most of these unearned revenues represent prepaid International Student Tuition Fees and prepaid Academy Program and Band and String Program fees. These funds will be recognized and recorded as revenue over the course of the next fiscal year consistent with the delivery of the programming. The FY2020 balance was \$2million lower than the previous year. Management attributes this decrease to COVID-19. International students are hesitant to commit to studying at the District given the closure of the border, and program registrations are lower than prior years as uncertainty exists among families as to how the programs will be delivered in the fall.

**Deferred Revenues:** Deferred revenues represent grant amounts received in advance of the related expenditures being made, unspent school generated funds, and unspent funds held in trust for the schools. These amounts will be recognized as revenue and in future years as the expenses are incurred. In FY2020, the balance of deferred revenue was approximately \$5 million, up slightly from FY2019 deferred revenue balance of \$4.68M. This is consistent with the suspension of in-class instruction in the spring, as programs and activities were cancelled, schools were left with funds that won’t be spent until some time in the future.

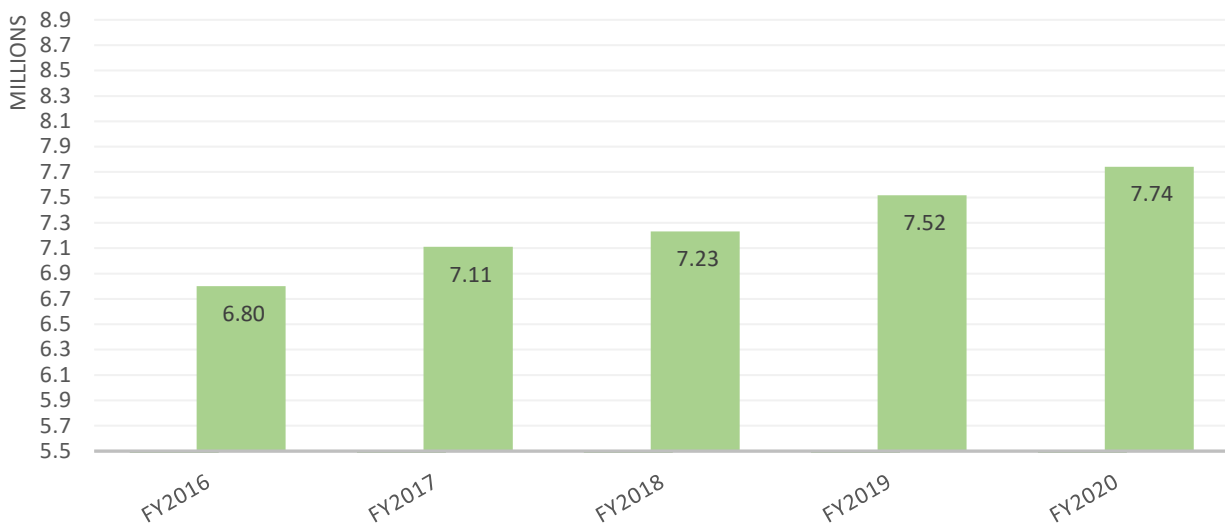
**Deferred Capital Revenues:** These revenues relate to Ministry of Education funding received in prior years which have been spent on the construction and acquisition of capital assets. As a requirement of Treasury Board Regulations, the grant revenue is not immediately recognized, instead, it is recorded as a deferred revenue liability. Over time, this liability is drawn down and recognized as revenue over the expected life of the asset.

The balance in the Deferred Capital Revenue increases each year by new Provincial grant funding received, and is reduced each year by the systematic recognition of revenue over the life of each capital asset. The change in the Deferred Capital Revenue account balance is explained by the table below:

Deferred Capital Revenues	FY2020	FY2019	Change
Deferred Capital Revenue – Opening Balance	194,580,740	182,273,101	12,307,639
Additions – Grant Funds received for Capital Assets and Construction Projects	52,843,248	18,483,189	34,360,059
Current Year Recognition of Deferred Grant Revenue	(6,231,951)	(6,175,550)	(56,401)
<b>Closing Deferred Revenue Balance</b>	<b>241,192,037</b>	<b>194,580,740</b>	<b>46,611,297</b>

**Employee Future Benefit Liability:** The liability is provided annually to the District by the Ministry of Education and is based on actuarial estimates. It measures the estimated future cost to the District to provide employee benefits such as retirement allowances, vacation, sick pay and maternity leave benefits. The annual increase is linear and predictable, suggesting that the cost of benefits increases over time as wages increase, and that the workforce is stable, continuously accumulating additional seniority and benefit entitlements over time.

Employee Future Benefit Liability  
(\$Millions)



**Capital Lease Obligation:** During FY2018, the District entered into a long-term photocopier lease contract expiring November, 2023. The contract met the conditions of a capital lease. The amount owing on the lease at the end of FY2020 was \$386,086 (FY2019 \$544,708). Over the course of the year, the District made lease payments of \$182,149 which included \$23,528 in lease interest expense.

**Tangible Capital Assets:** Each year, the District acquires new capital assets, either by way of upgrading and extending the useful life of its existing buildings, or the construction of new, replacement projects, or the purchase of furniture and equipment. The funds expended on these capital projects, as well as those spent on fleet and maintenance vehicles, furniture and equipment and computer hardware and software are capitalized as Tangible Capital Assets. The costs of these assets are recognized over their expected useful lives through a systematic recording of Amortization Expense. Furniture and equipment, fleet and maintenance vehicles, and computer hardware and software are all deemed to be disposed of at the end of their useful life, and the asset value, and its related accumulated amortization are removed from the asset register.

**Estimated Useful Lives of Tangible Capital Assets:**

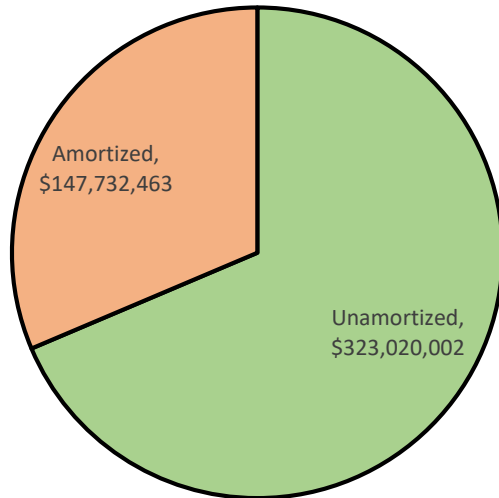
- |                              |                     |
|------------------------------|---------------------|
| Buildings                    | • 40 years          |
| Furniture and Equipment      | • 10 years          |
| Vehicles                     | • 10 years          |
| Computer Hardware & Software | • 5 years           |
| Assets under Capital Lease   | • Term of the Lease |

The District’s Tangible Capital Asset balances are recorded in the schedule below:

	Sites	Buildings	Furn & Equipment	Vehicles	IT Equip & Software	FY2020 Total	FY2019 Total
Opening Balance	12,472,243	382,242,559	3,912,747	1,311,405	4,482,401	<b>404,421,355</b>	400,617,274
Additions		5,931,531	740,740	290,708	1,824,692	<b>8,787,671</b>	5,349,764
Deemed Disposals			(201,952)		(806,365)	<b>(1,008,317)</b>	(1,545,683)
Closing Balance	12,472,243	388,174,090	4,451,535	1,602,113	5,500,728	<b>412,200,709</b>	404,421,355
Add: WIP Balance		71,023,999				<b>71,023,999</b>	22,829,819
<b>Tangible Capital Assets Total</b>	<b>12,472,243</b>	<b>459,198,089</b>	<b>4,451,535</b>	<b>1,602,113</b>	<b>5,500,728</b>	<b>483,224,708</b>	<b>427,251,174</b>
Accum. Amortization Opening		135,212,361	1,304,094	418,734	1,716,292	<b>138,651,481</b>	130,132,146
Amortization Expense		8,670,402	391,275	131,141	896,481	<b>10,089,299</b>	10,065,018
Deemed Disposals			(201,952)		(806,365)	<b>(1,008,317)</b>	(1,545,683)
<b>Accum. Amortization Closing</b>		<b>143,882,763</b>	<b>1,493,417</b>	<b>549,875</b>	<b>1,806,408</b>	<b>147,732,463</b>	<b>138,651,481</b>
Closing Net Book Value of TCA	12,472,243	315,315,326	2,958,118	1,052,238	3,694,320	<b>335,492,245</b>	288,599,693



## Amortization as a Proportion of Total Investment in Tangible Capital Assets *(excludes land)*



*A high proportion of fully-amortized tangible capital assets may suggest an organization's assets are nearing the end of their expected lives and additional investments in capital renewal and replacement should be considered.*

### Capital Asset Additions FY2020:

**Buildings:** Total investment in Building Additions in FY2020 was \$5.9M in completed projects, and \$48.8M in Work In Progress. These additions are generally funded through Ministry of Education Capital Grants. More information about these projects is included in the Capital Project section of this report.

**Furniture and Equipment:** Total Furniture and Equipment additions were \$740,740. Acquisitions this year included approximately \$100,000 spent on new custodial equipment and \$190,000 of playground upgrades. Equipment purchases were made for the new Argyle Secondary School totalling \$240,000. Several other small purchases of furniture and equipment across several schools makes up the balance of furniture and equipment acquisitions.

**Vehicles:** This year, three new vehicles were acquired. Two school buses for a total of \$245,000 and a replacement fleet vehicle for use by maintenance staff for \$45,000.

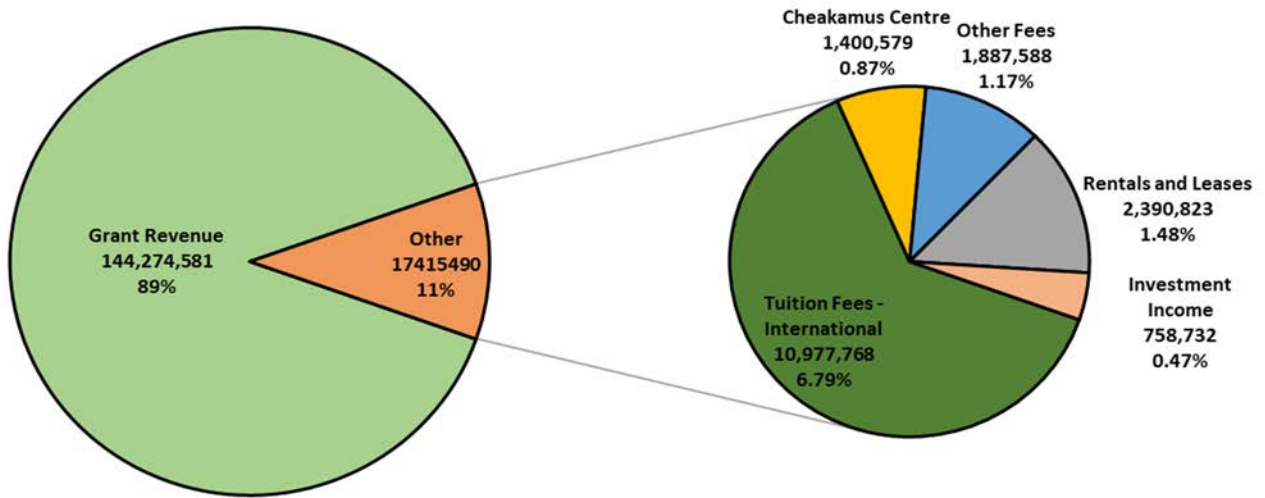
**IT Hardware:** Approximately \$630,000 of IT and audio visual equipment was purchased for the new Argyle Secondary School. The Phase I rollout of the District Technology Plan costing approximately \$900,000 was initiated this year, providing laptops to all teaching staff. \$175,000 was invested in upgrading wireless access points throughout the school district, and several other smaller purchases of computer hardware made up the remainder of the \$1.8M expenditure.

## Statement of Operations (Operating Fund)

**Revenue:** The District records all general operating revenue and expenses in the Operating Fund. 89% of the School District's Operating revenue is received each year as student funding through the Operating Grant. Operating Revenues are summarized below:

	2020 BUDGET	2020 ACTUAL	Actual vs Budget		2019 ACTUAL
			Variance	%	
<b>PROVINCIAL GRANTS - MINISTRY OF EDUCATION</b>					
Operating Grant, Ministry of Education	\$ 137,361,827	\$ 137,468,116	\$ 106,289	0.08%	\$ 133,449,509
Other Ministry of Education Grants					
Pay Equity	2,966,047	2,966,047			2,966,047
Funding for Graduated Adults	8,501	16,557	8,056	94.77%	13,503
Transportation Supplement	40,566	40,566			40,566
Economic Stability Dividend					173,377
Carbon Tax Grant	90,000	41,805	(48,195)	-53.55%	97,355
Employer Health Tax	1,210,892	1,210,892			367,966
FSA Assessment	17,740	17,740			17,740
Support Staff Labour Settlement	663,000	663,000			
Teachers' Labour Settlement		1,696,618	1,696,618		
Support Staff Benefits	133,495	133,495			104,118
Other Miscellaneous	2,000	5,677	3,677	183.85%	70,850
<b>Total Provincial Grants - MOE</b>	<b>142,494,068</b>	<b>144,260,513</b>	<b>1,766,445</b>	<b>1.24%</b>	<b>137,301,031</b>
<b>PROVINCIAL GRANTS - OTHER</b>	<b>10,000</b>	<b>7,068</b>	<b>-2,932</b>	<b>-29.32%</b>	<b>25,096</b>
<b>FEDERAL GRANTS</b>	<b>5,000</b>	<b>7,000</b>	<b>2,000</b>	<b>40.00%</b>	<b>6,650</b>
<b>TUITION</b>					
Summer School Fees	123,000	131,300	8,300	6.75%	141,125
Offshore Tuition Fees	9,795,800	10,846,468	1,050,668	10.73%	10,718,409
<b>Total Tuition</b>	<b>9,918,800</b>	<b>10,977,768</b>	<b>1,058,968</b>	<b>10.68%</b>	<b>10,859,534</b>
<b>OTHER REVENUE</b>					
Miscellaneous					
Cheakamus Centre	1,797,168	1,400,579	(396,589)	-22.07%	2,377,832
District Miscellaneous	391,000	161,695	(229,305)	-58.65%	501,576
Band & Strings	622,000	617,715	(4,285)	-0.69%	607,383
Recoveries and Donations	77,500	103,172	25,672	33.13%	349,360
Cafeteria and Vending	81,000	83,634	2,634	3.25%	86,756
Artists for Kids	376,772	363,226	(13,546)	-3.60%	251,704
Academy Fees	899,075	558,146	(340,929)	-37.92%	1,004,325
<b>Total Other Revenue</b>	<b>4,244,515</b>	<b>3,288,167</b>	<b>(956,348)</b>	<b>-22.53%</b>	<b>5,178,936</b>
<b>RENTALS AND LEASES</b>	<b>2,372,735</b>	<b>2,390,823</b>	<b>18,088</b>	<b>0.76%</b>	<b>2,266,635</b>
<b>INVESTMENT INCOME</b>	<b>801,500</b>	<b>758,732</b>	<b>-42,768</b>	<b>-5.34%</b>	<b>905,151</b>
<b>TOTAL OPERATING REVENUE</b>	<b>\$ 159,846,618</b>	<b>\$ 161,690,071</b>	<b>\$ 1,843,453</b>	<b>1.15%</b>	<b>\$ 156,543,033</b>

## Sources of Operating Revenue FY2020



### Analysis of Changes in Operating Revenue:

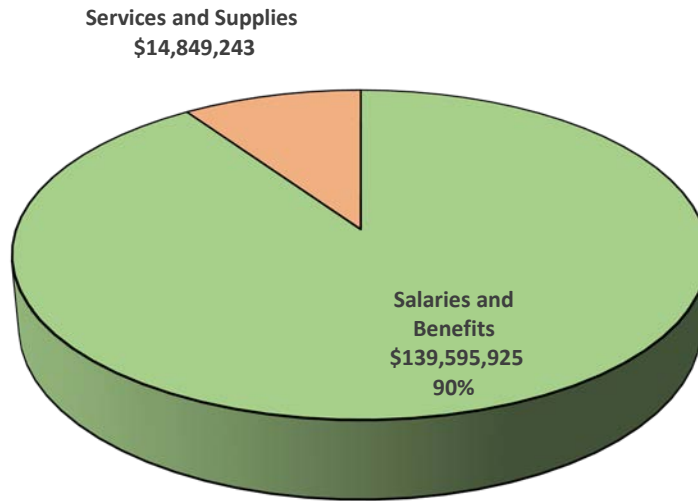
Revenues from the Ministry grant were in line with budget expectations. The BCTF and BCPSEA successfully negotiated a new collective agreement in March, resulting in \$1.7M of additional funding to pay for a 2% retroactive Teacher salary adjustment. Starting with the 2020/21 school year, the provincial government has rolled the Carbon Tax Rebate into the operating grant. No Carbon Tax Rebate payments were received in respect of the period from January – June 2020. This change in policy has resulted in a Carbon Tax Rebate grant variance of \$48,195 lower than budget.

The most significant source of District Operating Revenue, aside from Provincial Operating Grants, comes from International Tuition Fees which accounted for approximately 7% of operating revenue in FY2020. The Board’s policy on International Tuition Fees requires that fees be paid in advance and does not provide for refunds after the school year begins. As a result, all tuition fees for the 2019/20 school year were collected in full.

Cheakamus Centre Operations, Rentals and Leases, Programs of Choice and Other Miscellaneous Revenues account for approximately 4% of Operating Revenue, and the remainder, less than 1%, is earned through investment income.

The suspension of in-class instruction resulted in a cancellation of programs and events booked at the Cheakamus Centre. Cheakamus program revenue was under budget in excess of 20% due to the closure. Despite the suspension, both the Artists for Kids programs and the Elementary Band and Strings programs continued throughout, and there was no impact to revenues from these programs. All sports academy programs were suspended as of April, and fees refunded resulting in a significant reduction of Academy revenue.

## Salaries and Benefits as a Proportion of Total Operating Budget FY2020



### Analysis of Salaries and Benefits Expenses

Total Operating Expenses in 2019/2020 were \$154,245,168 with salaries and benefit costs accounting for 90%. This proportionate expenditure on salaries is approximately 2-3% higher than what is typically expected. Suspension of in class instruction meant that the District had savings on supply expenses, while maintaining most staffing positions to deliver educational programming during April, May and June. Total expenditure on staffing as compared to budget is presented in the table below:

Operating Fund Expenses	2020 BUDGET	2020 ACTUAL	Actual vs Budget		2019 ACTUAL
			VARIANCE	%	
<b>SALARIES AND BENEFITS</b>					
Teachers	\$ 69,147,606	\$ 69,221,537	\$ 73,931	0.11%	\$ 65,464,889
Principals and Vice Principals	10,481,987	10,342,118	(139,869)	-1.33%	9,863,456
Educational Assistants	13,470,816	12,300,596	(1,170,220)	-8.69%	12,674,667
Support Staff	12,184,956	12,105,352	(79,604)	-0.65%	11,121,985
Other Professionals	4,173,549	4,211,118	37,569	0.90%	3,891,897
Substitutes	3,779,510	4,070,038	290,528	7.69%	5,288,690
	113,238,424	112,250,759	(987,665)	-0.87%	108,305,584
<b>EMPLOYEE BENEFITS</b>	27,638,196	27,345,166	(293,030)	-1.06%	26,386,900
<b>TOTAL SALARIES AND BENEFITS</b>	<b>\$ 140,876,620</b>	<b>\$ 139,595,925</b>	<b>\$ (1,280,695)</b>	<b>-0.91%</b>	<b>\$ 134,692,484</b>

**Variance Analysis of Salary Expense:** Operating Fund expenditures do not capture additional staffing or classroom space costs resulting from the restoration of class size and composition language. All of these additional expenses have been recorded as expenditures within the Special Purpose Fund. See discussion section within Special Purpose Fund on Classroom Enhancement Funding for further information.

As the suspension of in-class instruction led to a shift in delivery of programming to a remote learning model requiring a continuity of staffing, there was little impact to District staffing levels during the 2019/20 school year. Total expenditures for each staffing category came in close to budget expectations, save for Educational Assistants. Challenging labour market recruitment conditions were exacerbated during the closure due to cancellation of several in-person recruitment events, as well as anecdotal reports of fewer people actively looking for work, relying instead on the income supports provided by federal government programs. In response, the District has implemented innovative training and recruitment programs for the next school year, including a training support subsidy providing financial assistance to staff to assist them in completing the Educational Assistant program at Capilano University.

**Analysis of Supplies and Services Expenses**

As a direct result of the suspension of in-class learning, total services and supplies expenses were lower last year. Expenditure in these categories was almost \$2M lower than budget, and approximately \$1.2M lower than prior year. Total expenditures as compared to budget in the various service and supply categories are presented in the chart below:

Operating Fund Expenses	2020	2020	Actual vs Budget		2019
	BUDGET	ACTUAL	\$ Variance	%	ACTUAL
<b>SERVICES AND SUPPLIES</b>					
Services	8,669,204	<b>8,154,503</b>	(514,701)	-5.94%	<b>8,861,147</b>
Student Transportation	91,000	<b>65,713</b>	(25,287)	-27.79%	<b>78,485</b>
Professional Dev & Travel	839,503	<b>609,056</b>	(230,447)	-27.45%	<b>926,298</b>
Rentals and Leases	35,000	<b>50,753</b>	15,753	45.01%	<b>34,485</b>
Dues and Fees	61,500	<b>59,126</b>	(2,374)	-3.86%	<b>57,669</b>
Insurance	397,500	<b>418,818</b>	21,318	5.36%	<b>327,453</b>
Supplies	3,844,537	<b>2,907,671</b>	(936,866)	-24.37%	<b>3,086,163</b>
Utilities	2,687,200	<b>2,383,603</b>	(303,597)	-11.30%	<b>2,542,590</b>
<b>TOTAL SERVICES AND SUPPLIES</b>	<b>\$ 16,625,444</b>	<b>\$ 14,649,243</b>	<b>\$ (1,976,201)</b>	<b>-11.89%</b>	<b>\$ 15,914,290</b>

**Services:** As expected, actual expenses vary from budget in several service categories throughout the District. Typically, these variances, both over and under combine to bring actual expenditures in line with budget. In FY2020, services expenses were approximately \$515,000 under budget. Two of the most significant contributing factors are described below; these expenses had offsetting impacts to revenues, also below budget.

- **Savings from payments to Academy Service Providers** - *Impact to expenses: \$300,000 decrease from Budget* - With the cancellation of the Sports Academies in April, May and June, payments to the related service providers were cancelled, resulting in significant savings.
- **Cheakamus Centre Operations** - *Impact to expenses: \$250,000 decrease from Budget*  
The pandemic required a suspension of programming at the Cheakamus Centre, which resulted in approximately \$250,000 in cost savings during the year.

Although significant, neither of the two cost savings identified above contributed significantly to the net financial position of the District. This is because both programs have associated revenue streams which were also lost with the shuttering of the programs. With school start up in the fall, the decision to offer Academy programs and host students at Cheakamus Centre will be reviewed.

**Student Transportation:** Many of the District events that require transportation of students, such as Primary Days of Music and several spring sporting events were cancelled this year, thus resulting in cost savings of approximately \$25,000 less than budgeted.

**Professional Development and Travel Expenses:** Many Pro-D opportunities scheduled for the spring were cancelled this year due to COVID-19, resulting in savings of approximately \$230,000. While some events were able to go ahead in an on-line format, these savings generally resulted from cancellation of many of the associated travel and accommodation costs that are often part of conferences and professional development events.

**Supplies:** Acquisition of supplies at most schools was significantly reduced during March, April and May due to suspension of in-class instruction. Overall spending by the schools was estimated to be approximately \$500,000 lower than a typical year. Several smaller savings were realized district-wide on other purchases including paper and office supplies, fuel and oil, and computer supplies. In total, FY2020 supplies expenses were \$936,000 lower than budget.

**Utilities:** FY2020 utility expenses were lower than budget by approximately \$300,000. Close to half of these savings resulted from savings on electricity costs, approximately \$30,000 from savings in water and sewer costs, and \$90,000 savings from lower Next Generation Network fees.

## Accumulated Operating Surplus

The accumulated operating surplus represents a source of funding that the Board may draw from to balance future operating budgets, pay for non-recurring extraordinary expenses, use as a source of working capital, and create resiliency to address unusual events. Uncertainty stemming from the Covid-19 pandemic requiring additional expenditures on health and safety measures combined with the likelihood of decreased revenues will require further utilization of accumulated operating surplus in school year 2021/22 and possibly beyond.

Policy No. 710, *Accumulated Operating Surplus* requires that the Board undertake an annual review of the Accumulated Operating Surplus balance, and identify appropriations each year. At the end of FY2020, the annual operating surplus was \$11,083,840, as a result of current year operations:

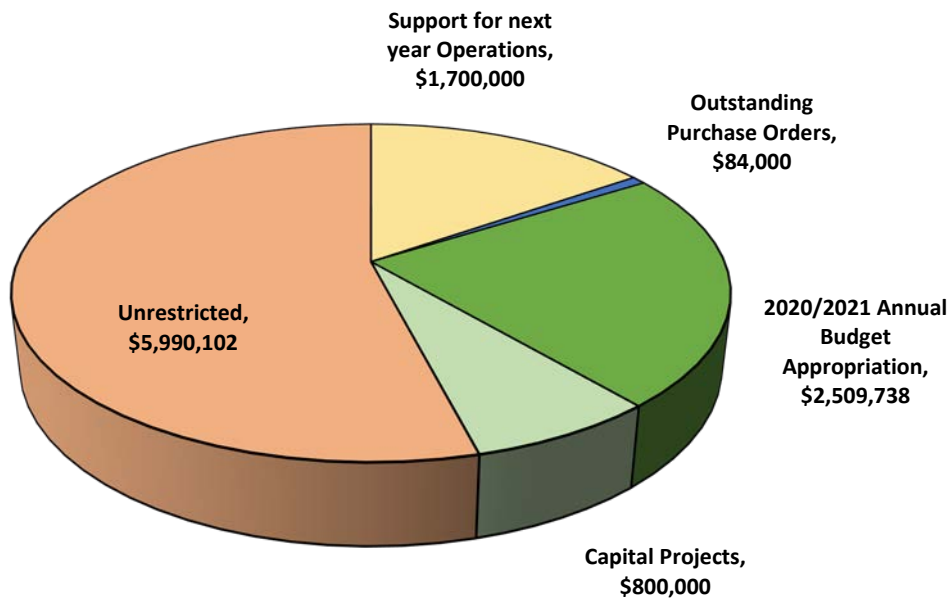
	FY2020 Amended Budget	FY2020 Actual	Variance From Budget	FY2019 Actual
Total Operating Revenue	159,846,618	<b>161,690,071</b>	1,843,453	<b>156,543,033</b>
Total Operating Expenses	(157,502,064)	<b>(154,245,168)</b>	3,256,896	<b>(150,606,774)</b>
Acquisition of Capital Assets with Operating Funds	(610,000)	<b>(831,210)</b>	(221,210)	<b>(828,036)</b>
Transfer to Local Capital Fund	(4,500,000)	<b>(4,328,324)</b>	171,676	<b>(6,328,483)</b>
Change in Accumulated Operating Surplus	(2,765,446)	<b>2,285,369</b>	4,879,139	<b>(1,220,260)</b>
<b>Accumulated Operating Surplus:</b>				
Opening Fund Balance July 1, 2019	8,798,471	<b>8,798,471</b>		<b>10,018,731</b>
Add: Current year change	(2,765,446)	<b>2,285,369</b>	4,879,139	<b>(1,220,260)</b>
<b>Closing Fund Balance June 30, 2020</b>	<b>\$ 6,033,025</b>	<b>\$ 11,083,840</b>	<b>\$ 4,879,139</b>	<b>\$ 8,798,471</b>

## Rationale for Internal Restrictions of Accumulated Operating Surplus

Pending confirmation of Ministry Operating Grant funding in the fall, management has included internal restrictions of Accumulated Operating Surplus in the 2019/2020 Year End Audited Financial Statements. These inclusions are consistent with the guidance provided in the [Toolkit for Boards of Education – Accumulated Operating Surplus](#).

As part of the Amended Annual Budget process next February, these proposed uses will be included in the budget, and brought to the Board for final approval. Inclusion of internal restrictions on accumulated operating surplus in the 2019/2020 Year End Financial Statements signals to the reader that there is a plan in place to use a portion of those funds in the next fiscal year to support the Board’s budget priorities and strategic objectives and to balance the operations budget in accordance with the *School Act*.

## Internal Restrictions of 2019/2020 Accumulated Operating Surplus



Category	Amount	Purpose
Support for next year Operations	1,700,000	Management recommends this amount be set aside to fund additional costs of operations in FY2021 not contemplated in Preliminary Budget
Outstanding Purchase Orders	84,000	Outstanding Purchase Orders at June 30 <sup>th</sup> , 2020
2020/2021 Annual Budget Appropriation	2,509,738	Appropriated in 2020/2021 Preliminary Annual Budget
Capital Projects	800,000	Management recommends this amount be transferred to the Local Capital Fund to support future capital projects
Unrestricted	5,990,102	This is 3.88% of current year operating expenses, in line with Policy target of 2-4%.
<b>TOTAL</b>	<b>\$11,083,840</b>	<b>Accumulated Operating Surplus Balance June 30th, 2020</b>



## Special Purpose Fund

The Special Purpose Fund consists of restricted grant and other funding subject to a legislative or contractual restriction on its use. These revenues are deferred until the relevant expenditures are incurred. Revenues and expenses of all Special Purpose Grants are presented in the table below:

Grant	Source	FY2020		Discussion
		Amount	Amount	
		Received	Expended	
Annual Facility Grant (Operating portion)	Ministry of Education	626,273	626,273	Please see discussion in the <i>Capital Projects</i> section under “Annual Facility Grant (AFG) Funding”
Learning Improvement Fund (LIF)	Ministry of Education	500,302	500,302	Funding used specifically to augment Educational Assistants’ hours providing additional support to complex learners.
StrongStart	Ministry of Education	225,106	219,710	District Strong Start early learning centres provide school-based, drop-in programs for children aged birth to five and their parents or caregivers. Seven centres are operated at elementary schools throughout the District.
Ready, Set, Learn (RSL)	Ministry of Education	61,931	59,059	Eligible RSL events for 3 to 5 year olds and their parents are hosted to support early learning and facilitate a smooth transition to Kindergarten
Official Languages in Education French Programs (OLEP)	Ministry of Education	268,464	268,464	Funding for core French-language programs and curriculum resources.
CommunityLINK	Ministry of Education	1,109,882	1,109,882	Funding for programs and initiatives to improve the education performance of vulnerable students, including both academic achievement and social functioning.
Funding for Focused Education	Burnaby School District	170,903	170,903	Funding received in FY2019 to hold in trust until the new procurement entity was operational. Funds were paid to the new entity in July, 2019.
Cheakamus Fund	Funds held on behalf of Cheakamus Centre	6,141	6,141	Funds held on behalf of Cheakamus Centre, were used to fund cabin repairs

Grant	Source	FY2020		Discussion
		Amount	Amount	
		Received	Expended	
Classroom Enhancement Fund (CEF) – Overhead	Ministry of Education	6,844,203	6,844,203	Eligible expenses included overhead staffing and equipment costs resulting from restoration of class size and composition language. Further discussion provided below.
Classroom Enhancement Fund (CEF) – Staffing	Ministry of Education	10,097,788	10,097,788	Eligible expenses included teacher staffing resulting from restoration of class size and composition language. Further discussion provided below.
Classroom Enhancement Fund (CEF) - Remedies	Ministry of Education	1,168,993	598,852	Funding received for the cost of Remedies owed to teachers where contract language cannot be met.
Carlile Youth Inpatient Unit	Ministry of Education	238,869	238,074	Funding provided to operate educational support program for youth with mental health challenges and substance abuse issues. Program is delivered at inpatient centre at Lions Gate Hospital.
Education & Mental Health Hub	Ministry of Mental Health and Addictions	124,227	124,227	Funding to support an innovative two-year School District initiative to expand classroom-to-community mental health and addictions connections in the School District.
Violence Prevention	City of North Vancouver	20,000	20,000	Funding to support various School District initiatives to address violence in the community.
School Generated Funds	Funds held on behalf of schools	5,055,234	5,114,079	Funds collected at schools for student programs. All revenue is deferred and recognized as revenue when spent.
Metro Regional Implementation	Funds received in trust from other School Districts to be used to host Professional Development for Educators	63,144	42,911	These are funds held on behalf of several regional school districts and are used to support professional development seminars and collaboration among school district administrators.
First Nations Student Transportation	Ministry of Education	211,108	93,907	Funds received to support Indigenous students' transportation to school.
Mental Health in Schools	Ministry of Education	26,500	26,500	Funds provided to support Mental Health. Resource kits were purchased for use in schools.
Changing Results for Young Children	Ministry of Education	17,356	3,558	Funds provided to support Early Learning and Physical Literacy
Sutherland Track	Private Donation	10,000	-	Donated funds to support the revitalization of the track at Sutherland Secondary School

## Classroom Enhancement Funding

The Ministry of Education provides targeted funding, known as Classroom Enhancement Funding (CEF) to address restored class size and composition language in the teachers' collective agreement. In 2019/20, the District received \$18,110,984. These funds support the additional staffing and classroom equipment required to meet the contractual requirements due to the reinstatement of Class Size and Composition language. The money is allocated to three separate funds. A comparative summary of CEF funding received by the School District in 2019/20 is presented in the table below:

	CEF Staffing	CEF Overhead	CEF Remedy	FY2020 TOTAL	FY2019 TOTAL
Unspent carry forward from Prior Year	-	-	155,227	155,227	322,273
Received in the Year	10,097,788	6,844,203	1,168,993	18,110,984	16,140,233
MOE Recoveries	-	-	-	-	(322,273)
Expenditures	(10,097,788)	(6,844,203)	(598,852)	(17,540,843)	(15,985,006)
<b>Unspent June 30, 2020</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 725,368</b>	<b>\$ 725,368</b>	<b>\$ 155,227</b>

## Funded Classroom Enhancement Staff

The staffing and overhead grants provided funds to staff the additional full-time equivalent staff positions required under the restored language provisions. The table below shows the allocation of staff between CEF funds and other sources.

	Core Operating and Other Funded FTE	Additional CEF Funded FTE	FY2020 Total FTE	FY2019 Total FTE
Teachers	862.7043	98.0340	960.7383	942.4862
Administrators	82.8453	0.0000	82.8453	81.9000
Support Staff	233.4126	2.2000	235.6126	234.9127
Educational Assistants	328.3930	115.0000	443.3930	418.1908
Other Professionals	47.2500	2.0000	49.2500	47.7500
<b>Total FTE</b>	<b>1,554.6052</b>	<b>217.2340</b>	<b>1,771.8392</b>	<b>1,725.2397</b>

Staff recruitment and retention continues to pose challenges for the District, with competition for qualified teachers, administrators and support staff across the region.

# Capital Project Expenditures

## Major Capital Projects-Seismic



**Argyle Secondary School:** The Project was originally approved by the provincial government with an estimated capital cost of \$41 million. The Ministry of Education has since increased its share of funding for the project to \$61.7 million. This project includes a new seismic replacement school designed to meet today’s standards for safety, accessibility and modern learning. It is being built on the existing playing fields and will have the capacity to accommodate 1,200 secondary students, and includes a Neighbourhood Learning Centre that provides community access to

the facility. Construction is nearly complete, expected move in date is later this fall at which time the existing structure will be demolished and new playing fields developed on the old site. During FY2020, the School District spent \$31.7 million on construction. Total project costs to date are \$51.7 million.

**Handsworth Secondary:** The Ministry of Education has approved \$68.7 million to replace the 58-year-old school with a brand-new, seismically safe facility. The project expands Handsworth’s capacity by 200 spaces to 1,400 to meet a growing student population. Once completed, the current building will be demolished and replaced with a new grass field. Schematic design is complete and the project was tendered in the fall of 2019. Construction began in March 2020, and is expected to take approximately eighteen months with occupancy planned for September, 2021. In FY2020, \$11.6million was spent on construction. Total project costs to date are \$13.1million.



*Mountainside is the final site requiring seismic upgrading. Completion of this project will bring the School District’s seismic upgrade program to a close.*

**Mountainside Secondary:** A \$17.4 million capital project was approved by the Ministry in 2019. The project will seismically upgrade the facility while still functioning as an operating school. During the course of the year, \$5.5 million was spent. \$6.0 million has been spent to date on this project. It is expected to be complete next year.

## Annual Facility Grant (AFG) Funding

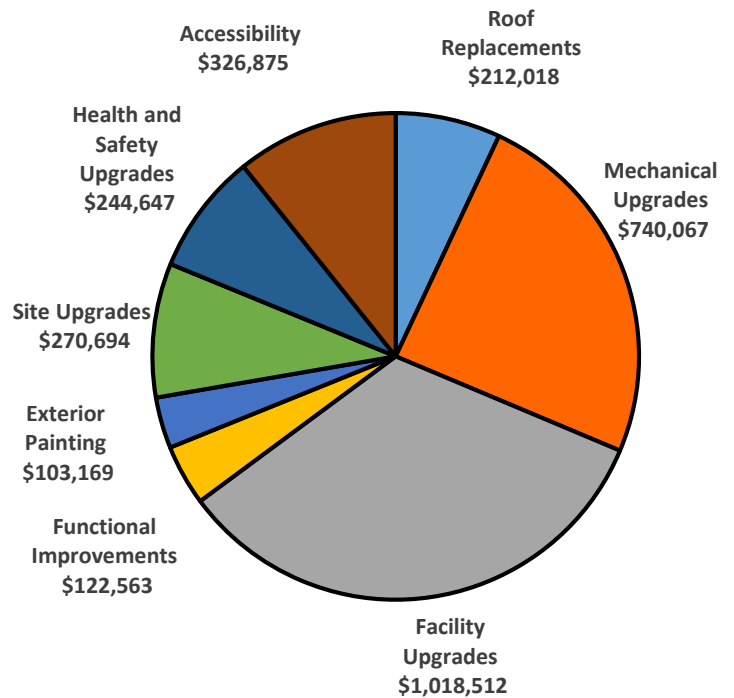
In FY2019/20, the North Vancouver School District received \$3 million under this funding envelope. These funds are used throughout District schools to address ongoing maintenance and improvement needs, and extend the useful life of facilities.



### Eligible Uses of the Annual Facilities Grant

- Roof Replacements and Major Repairs
- Mechanical System Upgrade and Repair
- Electrical System Upgrade and Repair
- Facility Upgrades
- Loss Prevention-Fire and Security Alarms
- Technology Infrastructure Upgrades
- Site Upgrades
- Disabled Access
- Asbestos Abatement
- Health and Safety Upgrades
- Site Servicing

### AFG Expenditures FY2020



*A Board of Education is responsible for managing its annual facility grant funds to enable any emergent health and safety expenditures to be addressed within a fiscal year*



## School Enhancement Program

The Ministry of Education provided the District with \$880,000 from the School Enhancement Program (SEP) in FY2019/20. Eligible capital projects for this grant include:

- Electrical upgrades (power supply, distribution systems)
- Energy upgrades (LED lighting, high-efficiency boilers)
- Health and Safety upgrades (fire systems, indoor air quality)
- Mechanical upgrades (heating, ventilation, plumbing)
- Building Enclosure upgrades (roofing, exterior walls, windows)
- Washroom upgrades
- Flooring upgrades

In FY2019/20, the SEP funds were spent on ventilation system upgrades at two locations, Seymour Heights Elementary and Upper Lynn Elementary. These projects were completed on time and on budget.



## Local Capital Funds

At the close of FY2019/20, the District has \$14,430,537 in Local Capital Reserve funds. The Local Capital funds are used to pay for capital asset acquisitions, capital lease principal repayment, and renewal and maintenance of School District assets not otherwise funded by the Ministry of Education. A comparison of Local Capital Funds on hand at the end of fiscal year 2019 and 2020 is presented in the table below:

Local Capital Fund Analysis	FY2020	FY2019
Opening Balance	10,967,907	6,134,787
Investment Income Earned	203,360	126,043
Transfers in from Surplus:	4,328,324	6,328,483
New Capital Asset Acquisitions	(1,045,526)	(1,584,511)
Capital Lease Interest Payments	(23,528)	(36,895)
<b>Closing Balance June 30</b>	<b>\$ 14,430,537</b>	<b>\$ 10,967,907</b>

Funds in the Local Capital Reserve are set aside for the following purposes:

Argyle School Furnishings & Fixtures	1,050,000
School Capital Construction Projects	10,465,000
Information Technology Reserve	615,397
Energy Project	151,215
Fleet Vehicle Reserve	57,304
Mountainside Seismic Upgrade	38,476
Other Capital Projects	1,145,143
Asset Renewal and Replacement	908,002
<b>Total Local Capital Reserve</b>	<b>\$14,430,537</b>

# Future Considerations – Risks and Opportunities

## Coronavirus Pandemic



As fall approaches, and school reopening looms, the school district is preparing to respond to changing conditions. Towards the end of FY2020, management implemented Phase I of the Technology Plan and acquired laptop computers for each teacher. Providing each teacher with a mobile device will enable them to quickly shift to a remote learning model should a resurgence of the virus require the Ministry of Education to direct school districts across the province to move from current Stage 2 to Stage 3 of [BC's Five Stages Framework for K-12 Education](#).

Since the adoption of the 2020/21 Preliminary Annual Budget in June, the Ministry of Education has provided additional funding of \$1.1M to the NVSD for the purchase of two reusable, non-medical facemasks for all staff and students, the installation of additional hand hygiene stations, the purchase of cleaning and disinfecting supplies, and the hiring of additional custodial staff. The federal government has also committed new funding for school districts nationwide to put toward the costs associated with expanding learning resources and supports, enhanced health and safety measures, transportation, and before and after school child care. The final allocation to be granted to the NVSD is not known at the time of writing, however the 50% share that will be received in September is \$2.8 million. The School District will take a measured approach to spending decisions regarding the new federal funds, including giving thoughtful consideration to the needs of Indigenous communities, students with diverse abilities and disabilities, and vulnerable students within our school community.

In June, the Preliminary Annual Budget was developed under a set of assumptions for September. For example, planning assumptions included what stage schools would reopen in the fall, the number of international students in attendance, student FTE enrolment, employee absence rates due to illness, the community use of school facilities, investment income, and the extent to which programming could be offered at the Cheakamus Centre. Come the fall, the validity of the budget assumptions will be tested, and adjustments made in accordance with the prevailing conditions under which schools reopen. The Amended Annual Budget will be prepared next February with sound knowledge of the financial resources required to deliver the educational programming for the 2020/21 school year. To this end, management will track the financial impact of all changes to our June planning assumptions throughout the school year.



## Beyond Fiscal Year 2020/21

Management's focus will be on the longer term financial stability of the organization. There is no commitment from the federal and provincial governments for additional funding beyond FY2021 to deal with both the added operational costs and decline in revenues associated with Covid-19. In the FY2021 Preliminary Annual Budget, management has forecast a reduction by 2/3 of international student tuition revenue, a loss of approximately \$6 million. The federal government's policy to close the border means no new international students may apply for study permits. The loss of these students and the associated tuition fee revenue cannot be entirely offset through staffing adjustments. In the FY2021 budget, management reduced provisions for services and supply budgets throughout the organization. Despite the added funding this year, those budget reductions will be maintained to ensure the school district's financial stability and continued viability so that we may continue to operate under these challenging conditions should they persist in FY2022 and beyond.



## Funding Formula Review



While the focus of the Ministry of Education over the past few months has been directed at managing Covid-19, there has been no indication that the timeline for full implementation of the new funding model will be altered in any way. The Ministry's intent was to address concerns about equitable distribution of funding, improve student outcomes by developing a new accountability reporting framework, and strengthen the financial planning and reporting requirements to ensure those improved outcomes are met.

The financial impact to the NVSD under a revised funding model is unknown. One thing is clear however, no new funding is being made available through this process, only the distribution among BC's sixty public school districts will change. The Ministry of Education has not provided any update to the timeline for implementation of the new model.

## District Technology Plan



In FY2020, Phase I of the District Technology Plan was implemented at a cost of approximately \$1million. The distribution of laptops to all teaching staff will require the NVSD to commit to ongoing financial investment in these devices over their lifecycle to both service and replace them as they become obsolete. Furthermore, the demand for technology hardware, software, and network access continues to grow. In the absence of a

dedicated funding stream to support the renewal of technology infrastructure, finding the means to provide the required services and to ensure information is secure and protected is an ongoing challenge for the school district.

## Conclusion

Covid-19 requires the school district to be flexible and creative to respond quickly to continuously evolving conditions. While for elementary students, the classroom will be the learning group, for secondary schools, students will be placed in smaller learning groups and will take two courses every quarter (approximately ten weeks) for a total of eight courses in the school year (a quarter system learning model). With additional funding support from both levels of government, the District is well placed to ensure the seamless delivery of services and supports to our students with diverse abilities and disabilities, our Indigenous students and our most vulnerable students. Over the course of FY2021, Management will continuously review the services and supply budgets and consider alternative ways of working and communicating the importance of operating within a smaller footprint, with a view to preserve the financial integrity of the organization over the medium and long term planning horizon. Through prudent fiscal responsibility, including responsible management of Accumulated Operating Surplus, the North Vancouver Board of Education demonstrates its commitment to the principles of good governance, fiduciary responsibility and full transparency.



**Schedule B.2**  
**of the**  
**Administrative Memorandum**

**Meeting Date:** September 22, 2020       **Board**       **Board, in camera**

**Topic (as per the Memorandum):**      **Canadian Revenue Agency: Authorized Representatives**

**Narration:**

A resolution regarding delegation of authority to authorize representatives for the purposes of obtaining and communicating with the Canadian Revenue Agency (CRA) regarding Business Account information is required as a result of department staffing changes.

**Attachment:**

Canadian Revenue Agency: Authorized Representatives

**RECOMMENDED MOTION:**

that the Canadian Revenue Agency Resolution: Authorized Representatives be approved.

**THE BOARD OF EDUCATION OF SCHOOL DISTRICT NO.44 (NORTH VANCOUVER)  
RESOLUTION RE BUSINESS CONSENT FORM  
CANADIAN REVENUE AGENCY AUTHORIZED REPRESENTATIVES**

**RESOLVED:**

- (1) That **JACQUI STEWART, Secretary Treasurer** and **KRISTEN WATSON, Director of Financial Services of the Board of Education of School District No. 44 (North Vancouver)**, (School Board, “the Corporation”) be delegated authority to authorize all representatives on behalf of the Corporation to communicate with the Canada Revenue Agency by telephone and mail.
- (2) That **JACQUI STEWART, Secretary Treasurer** and **KRISTEN WATSON, Director of Financial Services** be and are hereby authorized for and on behalf of the Corporation from time to time to receive from the Canada Revenue Agency, a statement of the Business Accounts of the Corporation.
- (3) That this resolution be communicated to the Canada Revenue Agency and remain in force until rescinded by way of written notice delivered to the Agency.

We certify that the above is a true copy of a resolution passed at a meeting of the Board of Education of School District No. 44 (North Vancouver) duly convened and regularly held in accordance with the law governing the said Corporation on the **22<sup>nd</sup>** day of **September, 2020**.

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Christie Sacré  
Board Chair

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Mark Pearmain  
Superintendent

**Schedule B.3**  
**of the**  
**Administrative Memorandum**

**Meeting Date:** September 22, 2020       **Board**       **Board, in camera**

**Topic (as per the Memorandum):**      **Trustee Stipend**

**Narration:**

Section 71 of the *School Act* states that “a board may authorize annually the payment of remuneration to the chair, vice chair and other trustees, and...a reasonable allowance for expenses necessarily incurred by the trustees in the discharge of their duties.”

In March 2013, the Board of Education adopted [Policy 107: Board of Education – Trustee Stipend, Resources, and Expenses](#). This policy and related [Administrative Procedures](#) addressed the method by which the annual stipend would be adjusted annually, each July 1, in accordance with the increase in the Vancouver Consumer Price Index (CPI). The Board of Education must pass a resolution each year to authorize any change in remuneration.

The last change to Trustee Stipends was effective January 1, 2019, as approved at the May 2019 Board meeting. The increase reflected changes in the *Income Tax Act* that removed the exemption for Trustee stipends. Further to direction at the October 2019 Board meeting, the topic is returning following the conclusion of collective bargaining (finalized May 2020).

The Board of Education is being asked to consider two options for Trustee Stipends effective July 1, 2020. The Vancouver CPI rate, is based on the calendar year for the 12 months ending December; which is consistent with previous increases for stipends.

Option 1 provides for the annual increase in Vancouver CPI of 2.3% in 2018 and 2.4% in 2019. The annual budget increase would be \$9,268.

Position	Current Rate	Proposed Rate	Increase	% Increase
Chair	\$ 29,700	\$ 31,112	\$ 1,412	4.8%
Vice Chair	\$ 28,200	\$ 29,541	\$ 1,341	4.8%
Trustee	\$ 27,400	\$ 28,703	\$ 1,303	4.8%

Option 2 provides for the annual increase in Vancouver CPI of 2.4% in 2019. The annual budget increase would be \$4,680.

Position	Current Rate	Proposed Rate	Increase	% Increase
Chair	\$ 29,700	\$ 30,413	\$ 713	2.4%
Vice Chair	\$ 28,200	\$ 28,877	\$ 677	2.4%
Trustee	\$ 27,400	\$ 28,058	\$ 658	2.4%

When comparing stipends for the North Vancouver School District to other school districts, the proposed stipends fall within these ranges. Comparator school districts include: Delta (SD37), Richmond (SD38), Burnaby (SD41), West Vancouver (SD45), and Vancouver (SD39).

**RECOMMENDED MOTION:**

**Option 1**

that the Board adopt Trustee stipend rates per annum of: Chair - \$31,112; Vice Chair - \$29,541; Trustee - \$28,703, effective July 1, 2020.

or

**Option 2**

that the Board adopt Trustee stipend rates per annum of: Chair - \$30,413; Vice Chair - \$28,877; Trustee - \$28,058, effective July 1, 2020.

**Schedule B.4.**  
**of the**  
**Administrative Memorandum**

**Meeting Date:** September 22, 2020

**Board**

**Board, in camera**

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

**Notice of Motion – Anti-Racism Representative Working Group**

**Narration:**

Trustee Cyndi Gerlach will speak to the following motion regarding racism within the North Vancouver School District.

As we are all aware, Race, Race Relations and Systemic Racism has become a major talking point in North America. Canada has its own dark history of systemic racism that has not often been discussed publicly. Racism/Systemic Racism is something that we need to discuss openly if we are to effect change for the future; and change happens through education. According to Ipsos, 60% of Canadians believe that racism and systemic racism is a problem and 28% say they have personally experienced racism/systemic racism in the past year

The North Vancouver School District continually strives to improve its operations and outcomes for students. Further, the School District is guided by core values of Trust, Respect, Responsibility and Collaboration which sets the “tone for how we relate to one another in pursuing common goals.” In light of the global discussion on race and race relations, both in the United States and Canada, it is imperative for public institutions to review their practices and systems to ensure that all staff and students have equal access to opportunity and success.

The North Vancouver School District, as a civic organizational leader of our community, is committed to continual improvement and reflective practice. It is incumbent upon the School District to reflect on its’ practice to ensure all staff, students are having equal opportunity for success and to break down any barriers that may be affecting any Black, Indigenous, People of Color (also known as BIPOC) students or staff while also creating a space for dialogue and communication.

Notice of Motion

that the Board of Education direct the Superintendent to create a forum on racism to investigate explicit and implicit racism and micro-aggressions at all levels within North Vancouver School District, and that all partner groups be a part of the forum; and,

that the Superintendent hire a BIPOC facilitator experienced in supporting a forum on explicit and implicit racism and micro-aggression; and,

that the forum be held multiple times or as needed during the 2020/2021 school year and, that recommendations be brought back to the Board of Education at the June 2021 Public Board Meeting to determine next steps; which may also include continuing into 2021/2022 school year; and,

that the Board of Education direct the Superintendent to pursue the implementation of Anti-Racism Curriculum (as per the BC Community Alliance) at all schools with a particular amplification of Canadian Black History in the month of February starting in 2021.

Links:

<https://bctf.ca/uploadedFiles/Public/SocialJustice/Issues/Antiracism/RacismTimeline.pdf>

[https://www.ipsos.com/sites/default/files/ct/news/documents/2020-07/racism\\_in\\_canada-factum-2020-07-24-v1.pdf](https://www.ipsos.com/sites/default/files/ct/news/documents/2020-07/racism_in_canada-factum-2020-07-24-v1.pdf)

**RECOMMENDED MOTION:**

that the Board of Education direct the Superintendent to create a Representative Working Group to explore the prevalence of explicit and implicit racism and micro-aggressions within the North Vancouver School District; and,

that the Superintendent report at the October Public Board of Education Meeting with a proposed plan that includes:

- Draft Budget;
- Draft Framework for a BIPOC inclusive Representative Working Group;
- Draft Proposed facilitator(s) (preferably a member of the BIPOC community with experience in facilitating community engagement processes on Race and Inequality);
- Draft Terms of Reference for the Representative Working Group; and,
- Draft Tentative Engagement Plan- including various methods to engage students, staff and the larger community;

and, that the Representative Working Group create a set of recommendations for consideration that are presented to the Board of Education at the June 2021 Public Board meeting.



**Schedule ...C.1....**  
**of the**  
**Administrative Memorandum**

**Meeting Date:** September 22, 2020       **Board**       **Board, in camera**

**Topic (as per the Memorandum):**      **Report out – Action Items Update**

**Narration:**

The Superintendent will provide an oral report on outstanding action items.

**Schedule C.2**  
**of the**  
**Administrative Memorandum**

**Meeting Date:** September 22, 2020       **Board**       **Board, in camera**

**Topic (as per the Memorandum):**      **Land Management**

**Narration:**

Updates on the Board of Education's Land Management have been provided at each of the monthly Public Board Meetings.

Mark Pearmain, Superintendent of Schools, will present the attached *Land Management Update* (September 2020).

**Attachment:**

Land Management UPDATE – September 2020

## **Land, Learning & Livability Community Engagement Update**

### **Argyle Secondary School: Replacement Update**

The interior fit out of the East Block continues, with installation of millwork, electrical, and AV completion. The electrical, mechanical, fire alarm and building systems are entering the commissioning phase with the elevator installation complete and testing scheduled for this week. Offsite improvements such as roadwork and sidewalks are in progress and will be finalized over September/October.

### **Handsworth Secondary School: Replacement Update**

The majority of foundation work and excavation for the new building is now complete. The west side of the buildings' steel structure, elevator core, and sheer wall is now secure with steel decking, exterior framing and services being installed. The east side of the superstructure will continue to be installed over the fall.

### **Mountainside Secondary School: Seismic Upgrade**

Construction is progressing well and on schedule for the seismic mitigation project. In Block 1A all new foundations are complete and 5 out of 9 concrete walls have been poured. Partial occupancy has been achieved for approximately 60% of the area with teachers and students moving back into the classrooms. The remaining Block 1A is scheduled for completion in November 2020.

The focus moving forward: completing interior concrete walls, completing windows within an occupied area, proceeding with cladding installation

### **Lucas Centre: Status**

There has been no change in the status of the Lucas site.

### **Cloverley: Status**

The School District continues to work towards the submission of the Ministry of Education required Concept Design. It is anticipated this work will be completed by mid-fall.

**Schedule C.3**  
**of the**  
**Administrative Memorandum**

**Meeting Date:** September 22, 2020       **Board**       **Board, in camera**

**Topic (as per the Memorandum):**      **Tuesday, September 15, 2020, Standing Committee Meeting**

**Narration:**

The Board of Education will find attached the meeting summary from the September 15, 2020, Education and Programs Standing Committee Meeting.

Trustee Cyndi Gerlach will report on highlights of the meeting.

**Attachment:**

Meeting Summary – Board of Education Standing Committee, September 15, 2020

**BOARD OF EDUCATION STANDING COMMITTEE  
Education and Programs**

**NORTH VANCOUVER SCHOOL DISTRICT**

**Meeting Summary of September 15, 2020**

Meeting Summary of the Board of Education's Education and Programs Standing Committee Meeting held virtually on Microsoft Teams on Tuesday, September 15, 2020.

**Call to Order:**

Standing Committee Chair Cyndi Gerlach called the Education and Programs Standing Committee Meeting to order at 7:00 p.m., thanking those in attendance for participating with the School District. It was noted that this virtual meeting was being recorded and would be posted to the School District website following the meeting. The traditional territorial lands of the Squamish Nation and Tsleil-Waututh Nation were acknowledged.

**Director of Education Programs, Outdoor School, Conor McMullan - Cheakamus Centre:**

Over the past year the programs at the Cheakamus Centre have focused on aligning to the School District goals on Outdoor Environmental Education and Leadership. This has been achieved by providing greater access to nature to benefit mental health and social emotional learning, and providing opportunities to enhance school and community capacity. Outdoor learning networks have been emphasized to support teachers in utilizing outdoor space effectively. Outdoor learning continues to motivate confidence, competence, knowledge and behavioral engagement in students and staff across the School District.

**District Principal of Aboriginal Education, Brad Baker:**

The work of Aboriginal Education is important for all students in many ways – from creating schools that are welcoming and creating a sense of belonging for all, to the best practices embedded within the First Peoples' Principals of Learning. The role of our education system is to provide a safe place for students, educators and members of the community. Working closely with the School District's Directors of Instruction, we are able to provide the supports that are needed. Overall, the goal of Aboriginal Education is to focus on social emotional learning to move forward to fully support Indigenous students in all ways.

**District Principal of Fine Arts/Director of Artists for Kids, Allison Kerr:**

The strength of our community fosters a sense of belonging and community for our students. This begins with positive relationships established with all staff across the School District. We weave the School District's shared language of positive social emotional learning into our fine arts programs. We enable students to have enhanced learning through strong relationships in community, which is a bedrock in all that we do. Learning is personal: we support interdisciplinary thinking and we foster personalized learning in our classrooms. This year, Artists for Kids will continue to engage our entire community and more information about these initiatives will be shared throughout the year.

**District Principal of Careers and Enhanced Programs, Mike Kee:**

Career education is intended to be part of what we do in classroom and is embedded in our School District education plan. Within our education plan, career development is a part of the goals of public schooling and the School District's priorities. Each school has a careers programs teacher and work experience facilitator who place students and monitor and support them through experiences. The new curriculum is designed to be inclusive across all grades K-12. Moving forward, we will acknowledge, celebrate, encourage and connect what staff are already doing in Career Education and work experience.

**District Vice Principal of Inclusive Education, Janis Mann:**

Inclusion is now embedded in all of the work we do in the School District. It is now a natural and mindset that is inherent in our system – we should be proud of this. The School District’s seven core components continue to inform our planning as we celebrate and support complex and diverse learners. These components are emergent and always developing as we work towards a shared learning. The focus for the 2020/21 school year includes consistency within the learning support teacher role, developing quality education plans, planning for student transitions, and inclusive work experience.

**Principal Jeremy Church - Social and Emotional Learning and Mental Health:**

Social emotional learning is a pillar of education practice, weaved through other practices within the School District. We aim to create a harmonized language and vision by building a sense of belonging and sense community while re-establishing good connections for students at school as we help support them with mental health.

The presentation and video recording can be found online: [Meetings & Minutes 2020/21](#)

**Next Meeting:**

October 3, 2020  
Virtual Microsoft Teams Meeting

**Schedule C.4**  
**of the**  
**Administrative Memorandum**

**Meeting Date:** September 22, 2020       **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.5**  
**of the**  
**Administrative Memorandum**

**Meeting Date:** September 22, 2020       **Board**       **Board, in camera**

**Topic (as per the Memorandum):**      **Report Out - BC School Trustees Association (BCSTA) and BC Public School Employers' Association (BCPSEA)**

**Narration:**

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



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

**Meeting Date:** September 22, 2020       **Board**       **Board, in camera**

**Topic (as per the Memorandum):**      **Trustees' Reports**

**Narration:**

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

**Schedule ...D.....  
of the  
Administrative Memorandum**

**Meeting Date:** September 22, 2020       **Board**       **Board, in camera**

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

**Narration:**

<b>Date and Time</b>	<b>Event</b>	<b>Location</b>
Tuesday, October 6, 2020, at 7:00 p.m.	Standing Committee Meeting Education and Programs	Education Services Centre 2121 Lonsdale Ave, N Vancouver
Tuesday, October 20, 2020, at 6:30 p.m.	Public Board Meeting	Education Services Centre 2121 Lonsdale Ave, N Vancouver
Tuesday, November 3, 2020, at 7:00 p.m.	Standing Committee Meeting Finance and Facilities	Education Services Centre 2121 Lonsdale Ave, N Vancouver
Tuesday, November 17, 2020, at 6:30 p.m.	Public Board Meeting	Education Services Centre 2121 Lonsdale Ave, N 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.

**Schedule ...E.....  
of the  
Administrative Memorandum**

**Meeting Date:** September 22, 2020       **Board**       **Board, in camera**

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

**Narration:**

In accordance with Board Policy 104: Board of Education – Meetings; twenty (20) minutes will be provided at the end of a regular Board meeting during which attendees may provide comments or ask questions of the Board on business conducted during that meeting or on any matter pertaining to the School District. The Chair may defer a response if a question cannot be answered at that time.

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

For the purposes of September 22, 2020, Public Board Meeting, please follow these procedures:

**NEW: COVID-19 Procedures for Public Board Meetings**

To respect guidelines and orders around physical distancing and public gatherings provided by the Provincial Health Officer, upcoming Public Board Meetings will continue to be live-streamed and recorded. The public will not be able to attend meetings in person but will have the opportunity to provide input in advance of the meeting.

How you can provide input:

On the day of the Public Board Meeting, we ask that interested parties who wish to speak provide their full name, address, phone number, and topic of discussion to [publiccomments@sd44.ca](mailto:publiccomments@sd44.ca). Please do not provide a written submission.

For the Public Question & Comment Period, we will accept requests to be placed on the speakers' list by email from 7:15 p.m. until the start of the Public Question & Comment Period agenda item. The Chair will phone the public speakers during this 20 minute Public Question & Comment Period in the order they have signed up.