

**PRELIMINARY ANNUAL BUDGET  
BUDGET OPTIONS FOR BOARD OF EDUCATION CONSIDERATION  
June 27, 2018**

On June 19, 2018, the Board's decision was to not pass the Preliminary Annual Budget that had been presented for their consideration. Although no specific direction was provided, staff noted the following topics raised during the Board's debate:

- Counsellor staffing levels at the Elementary Schools
- Learning Support Teacher (LST) staffing levels
- Trustee expense budget
- Computer Sustainability
- District Administration
- Non-essential programs or services
- Defibrillators
- Teacher Mentor

Staff are now presenting two versions of the Preliminary Annual Budget for the Board's consideration.

**BUDGET 1**

This version of the Preliminary Annual Budget includes an adjustment to Education Assistants for the Summer Learning session that had not previously been identified. It also includes the increased funding for 30 FTE Education Assistants from the Classroom Enhancement Fund (CEF) that was announced by the Ministry after the original budget had been posted.

**BUDGET 2**

This Preliminary Annual Budget includes changes to reflect many of the above noted topics. Staff have developed this version with the approach of touching as many of the items as possible. There are two significant risks in this version of the budget that the Board needs to be aware of and thoughtfully consider.

1. LST Staffing - Timing Risk

This version of the budget incorporates a significant increase in LST staffing. This increase is of the magnitude that the Board should be alert to the risk of embarking upon this action.

The Budget Priorities document, presented on June 19, 2018, the following item was identified.

*The recent resolution of a Provincial Grievance related to the inclusion of Psychologists and Speech & Language Pathologists in the calculation of the SERT ratio will need to be analyzed to identify any required local adjustments.*

*Directly related to this grievance, we anticipate that there may be adjustments to Learning Support Teachers in Fall 2018 once clarity from the Ministry has been received. At this time, it is advised to remain as close to base ratios in the LST and SERT categories in order to qualify for receipt of Ministry funding for any identified ratio shortfall.*

Staff have followed up with senior staff at the Ministry of Education and BCPSEA to get a better understanding of what funding, if any, might be anticipated in the Fall and how the calculation might be undertaken. The Ministry of Education has indicated that CEF funding will be provided for the “net” shortfall in the ratio staffing once the analysis and calculations have been completed. However, funding of LST staffing will need to be funded from the Operating Fund until such time as the calculations are done.

We have been further advised that if the Board chooses to staff additional LST prior to completing the analysis, the Board will have the risk of funding from Operating any staffing that exceeds the calculations. For example, if the calculations determine that 8 FTE positions would be funded from CEF but the Board has staffed at 10 FTE, the Board would need to fund the 2 FTE additional staff through Operating.

The LST staffing proposed in Budget 2 presents a calculated risk for the singular 18-19 fiscal year but becomes unsustainable for the future board if maintained in future years without CEF funding.

## 2. Technology

Embedded in the Preliminary Annual Budget 2 is the proposed reduction to the Computer Sustainability Program. The 18-19 original budget had proposed \$450,000 for the replacement of Elementary Teacher computers. This was supported by the Budget theme:

**It is recommended** that a process be designed that will lead to the development of a School Technology Plan template. Individual schools will utilize the template when developing a School Technology Plan that fits within their larger School Plan. Further, the School Technology Plan will assist Schools in defining a baseline level of technology to support Student learning and for future discussion in Budget 2019-20.

**It is recommended** that ICT develop a multi-year plan that will identify the necessary upgrades and related costs to bring aging infrastructures up to date. Funding for the development of the plan may be required.

*Both identified recommendations will be initiated during the 2018-19 fiscal year. Once the processes to these initiatives are more clearly identified, should funding be required and available, it will be addressed in the 2018-19 Amended Budget.*

The reduction from \$450,000 to \$330,000 requires that all Elementary Classrooms will be limited to PC only and the Teacher option of a PC or Mac will be eliminated. Further, the option to provide schools with the ability to exercise options (keeping the financial differential between the PC and Mac pricing) and work toward a technology plan to support technology access for Students will no longer be viable with the limited funding. In addition, the reduction of funding will simply push replacements of aging technology out longer and generate a future risk for the new board in the next 2-3 years that will require a larger financial commitment to mitigate.

The following page summarizes the changes that have been incorporated into the two Budget versions with a brief description of the change.

## PRELIMINARY ANNUAL BUDGET 2018-19

	BUDGET 1	BUDGET 2	DESCRIPTION
	\$	\$	
<b><u>ADDITIONAL REVENUE</u></b>			
CEF Funding for Education Assistants	1,552,336	1,552,336	30 FTE Education Assistants funded from CEF re: Article D4.A.5.g of restored language
<b>TOTAL ADDITIONAL REVENUE</b>	<b>1,552,336</b>	<b>1,552,336</b>	
<b><u>ADDITIONAL EXPENSES</u></b>			
Education Assistants - CEF	1,552,336	1,552,336	30 FTE Education Assistants funded from CEF re: Article D4.A.5.g of restored language
Education Assistants - Summer Learning	7,636	7,636	EA staffing added for Summer Learning 18-19
Counselling FTE		54,324	Additional 0.55 FTE for Elementary Counsellors to match 17-18 staffing levels
Learning Support Teachers		197,831	Additional 2 FTE Teachers to allow Elementary VPs to provide LST support
Learning Support Teachers		790,167	Additional FTE to bring LST Staffing 2 FTE over 17-18 staffing levels
<b>TOTAL ADDITIONAL EXPENSES</b>	<b>1,559,972</b>	<b>2,602,294</b>	
<b><u>COST SAVING MEASURES</u></b>			
Conferences & Professional Development	7,636	7,636	Reduce budgets for conferences & Pro-D
LifeSpeak Contract		36,000	Cancel Contract
District Library Services		57,386	Identify duplication and redundancies with view to capture efficiencies in Library Services utilizing Follette software
Teacher Mentor		28,248	Remove the 0.286 FTE Teacher Mentor
Trustee Expenses		10,000	Reduce Trustee related expenses
Computer Sustainability Program		120,000	Limit Elementary Classroom Teacher computers to PC; remove option for Macs
<b>TOTAL COST SAVINGS MEASURES</b>	<b>7,636</b>	<b>259,270</b>	
<b>NET PROFIT (SHORTFALL)</b>	<b>0</b>	<b>-790,688</b>	
<b>SURPLUS REQUIRED TO BALANCE BUDGET</b>	<b>0</b>	<b>790,688</b>	Shortfall in Budget 2 funded by Surplus