

Audited Financial Statements of

# **School District No. 45 (West Vancouver)**

June 30, 2018

# School District No. 45 (West Vancouver)

June 30, 2018

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# School District No. 45 (West Vancouver)

## MANAGEMENT REPORT

Version: 6121-5376-3393

### Management's Responsibility for the Financial Statements.

The accompanying financial statements of School District No. 45 (West 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 financial statements and schedules, and for ensuring that this information is consistent, where appropriate, with the information contained in the financial statements.

The preparation of 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. 45 (West 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 Board reviews internal financial statements on a monthly basis and externally audited 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 financial statements. The external auditors have full and free access to financial management of School District No. 45 (West 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 financial statements.

On behalf of School District No. 45 (West 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  
PO Box 10426 777 Dunsmuir Street  
Vancouver BC V7Y 1K3  
Canada  
Telephone (604) 691-3000  
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## INDEPENDENT AUDITORS' REPORT

To the Board of Education of the School District No. 45 (West Vancouver)

To the Minister of Education, Province of British Columbia

We have audited the accompanying financial statements of School District No. 45 (West Vancouver), which comprise the statement of financial position as at June 30, 2018, the statement of operations, changes in net debt and cash flows for the year then ended, and notes, comprising a summary of significant accounting policies and other explanatory information.

### *Management's Responsibility for the Financial Statements*

Management is responsible for the preparation of these financial statements in accordance with the financial reporting provisions of Section 23.1 of the Budget 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.

### *Auditors' Responsibility*

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with Canadian generally accepted auditing standards. Those standards require that we comply with ethical requirements and plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on our judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, we consider internal control relevant to the entity's preparation of the financial statements 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. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

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



*Opinion*

In our opinion, the financial statements of School District No. 45 (West Vancouver) as at and for the year ended June 30, 2018 are prepared, in all material respects, in accordance with the accounting requirements of Section 23.1 of the Budget Transparency and Accountability Act of the Province of British Columbia.

*Emphasis of Matter*

Without modifying our opinion, we draw attention to Note 2 to the financial statements, which describes the basis of accounting and the significant differences between such basis of accounting and Canadian public sector accounting standards.

*KPMG LLP*

Chartered Professional Accountants

Vancouver, Canada  
September 18, 2018

# School District No. 45 (West Vancouver)

Statement 1

## Statement of Financial Position

As at June 30, 2018

|   | 2018<br>Actual      | 2017<br>Actual      |
|---|---------------------|---------------------|
|   | \$                  | \$                  |
| <b>Financial Assets</b>                   |                     |                     |
| Cash and Cash Equivalents                 | 19,092,251          | 19,204,392          |
| Accounts Receivable                       |                     |                     |
| Due from Province - Ministry of Education | 359,318             | 164,798             |
| Due from Province - Other                 | 12,846              | 4,000               |
| Other (Note 3)                            | 624,258             | 352,466             |
| Portfolio Investments (Note 4)            | 91,200              | 315,662             |
| <b>Total Financial Assets</b>             | <b>20,179,873</b>   | <b>20,041,318</b>   |
| <b>Liabilities</b>                        |                     |                     |
| Accounts Payable and Accrued Liabilities  |                     |                     |
| Other (Note 5)                            | 7,310,736           | 6,387,411           |
| Unearned Revenue (Note 6)                 | 8,182,443           | 8,175,866           |
| Deferred Revenue (Note 7)                 | 2,270,066           | 2,486,815           |
| Deferred Capital Revenue (Note 8)         | 35,873,938          | 32,831,352          |
| Employee Future Benefits (Note 9)         | 1,432,235           | 1,272,346           |
| <b>Total Liabilities</b>                  | <b>55,069,418</b>   | <b>51,153,790</b>   |
| <b>Net Financial Assets (Debt)</b>        | <b>(34,889,545)</b> | <b>(31,112,472)</b> |
| <b>Non-Financial Assets</b>               |                     |                     |
| Tangible Capital Assets (Note 10)         | 62,967,941          | 59,866,386          |
| Prepaid Expenses (Note 11)                | 732,446             | 494,543             |
| <b>Total Non-Financial Assets</b>         | <b>63,700,387</b>   | <b>60,360,929</b>   |
| <b>Accumulated Surplus (Deficit)</b>      | <b>28,810,842</b>   | <b>29,248,457</b>   |
| Contractual Obligations (Note 15)         |                     |                     |
| Contingent Assets (Note 16)               |                     |                     |
| Contingent Liabilities (Note 16)          |                     |                     |

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. 45 (West Vancouver)

Statement 2

Statement of Operations

Year Ended June 30, 2018

|   | 2018<br>Budget<br>(Note 17) | 2018<br>Actual    | 2017<br>Actual    |
|---|-----------------------------|-------------------|-------------------|
|   | \$                          | \$                | \$                |
| <b>Revenues</b>   |                             |                   |                   |
| Provincial Grants   |                             |                   |                   |
| Ministry of Education   | 63,247,168                  | <b>63,878,673</b> | 61,557,849        |
| Other   | 100,293                     | <b>56,100</b>     | 91,308            |
| Tuition   | 9,899,002                   | <b>10,015,108</b> | 9,733,840         |
| Other Revenue   | 5,251,680                   | <b>6,252,557</b>  | 5,837,236         |
| Rentals and Leases  | 175,000                     | <b>235,601</b>    | 215,611           |
| Investment Income   | 180,000                     | <b>272,600</b>    | 198,497           |
| Amortization of Deferred Capital Revenue (Note 8)                       | 1,591,499                   | <b>1,581,297</b>  | 1,555,316         |
| <b>Total Revenue</b>  | <b>80,444,642</b>           | <b>82,291,936</b> | <b>79,189,657</b> |
| <b>Expenses (Note 18)</b>   |                             |                   |                   |
| Instruction   | 67,803,142                  | <b>69,133,593</b> | 65,868,793        |
| District Administration   | 2,847,710                   | <b>2,692,153</b>  | 2,648,564         |
| Operations and Maintenance  | 10,125,898                  | <b>10,419,814</b> | 10,341,594        |
| Transportation and Housing  | 518,817                     | <b>483,991</b>    | 464,056           |
| <b>Total Expense</b>  | <b>81,295,567</b>           | <b>82,729,551</b> | <b>79,323,007</b> |
| <b>Surplus (Deficit) for the year</b>                                   | <b>(850,925)</b>            | <b>(437,615)</b>  | <b>(133,350)</b>  |
| <b>Accumulated Surplus (Deficit) from Operations, beginning of year</b> |                             | <b>29,248,457</b> | <b>29,381,807</b> |
| <b>Accumulated Surplus (Deficit) from Operations, end of year</b>       |                             | <b>28,810,842</b> | <b>29,248,457</b> |

**School District No. 45 (West Vancouver)**

Statement 4

## Statement of Changes in Net Financial Assets (Debt)

Year Ended June 30, 2018

|  | 2018<br>Budget<br>(Note 17) | 2018<br>Actual             | 2017<br>Actual      |
|--|-----------------------------|----------------------------|---------------------|
|  | \$                          | \$                         | \$                  |
| <b>Surplus (Deficit) for the year</b>  | <u>(850,925)</u>            | <u>(437,615)</u>           | <u>(133,350)</u>    |
| <b>Effect of change in Tangible Capital Assets</b>   |                             |                            |                     |
| Acquisition of Tangible Capital Assets   | (1,890,809)                 | (5,586,350)                | (2,073,058)         |
| Amortization of Tangible Capital Assets  | 2,477,704                   | 2,484,795                  | 2,458,880           |
| <b>Total Effect of change in Tangible Capital Assets</b>   | <u>586,895</u>              | <u>(3,101,555)</u>         | <u>385,822</u>      |
| Acquisition of Prepaid Expenses  |                             | (732,446)                  | (494,543)           |
| Use of Prepaid Expenses  |                             | 494,543                    | 667,401             |
| <b>Total Effect of change in Other Non-Financial Assets</b>  | <u>-</u>                    | <u>(237,903)</u>           | <u>172,858</u>      |
| <b>(Increase) Decrease in Net Financial Assets (Debt),<br/>before Net Remeasurement Gains (Losses)</b> | <u>(264,030)</u>            | <u>(3,777,073)</u>         | 425,330             |
| <b>Net Remeasurement Gains (Losses)</b>  |                             |                            |                     |
| <b>(Increase) Decrease in Net Financial Assets (Debt)</b>  |                             | <u>(3,777,073)</u>         | 425,330             |
| <b>Net Financial Assets (Debt), beginning of year</b>  |                             | <u>(31,112,472)</u>        | (31,537,802)        |
| <b>Net Financial Assets (Debt), end of year</b>  |                             | <u><u>(34,889,545)</u></u> | <u>(31,112,472)</u> |



# School District No. 45 (West Vancouver)

Statement 5

## Statement of Cash Flows

Year Ended June 30, 2018

|   | 2018<br>Actual     | 2017<br>Actual     |
|---|--------------------|--------------------|
|   | \$                 | \$                 |
| <b>Operating Transactions</b>                                 |                    |                    |
| Surplus (Deficit) for the year                                | (437,615)          | (133,350)          |
| Changes in Non-Cash Working Capital                           |                    |                    |
| Decrease (Increase)   |                    |                    |
| Accounts Receivable   | (475,157)          | 948,207            |
| Prepaid Expenses  | (237,904)          | 172,858            |
| Increase (Decrease)   |                    |                    |
| Accounts Payable and Accrued Liabilities                      | 923,325            | 550,087            |
| Unearned Revenue  | 6,577              | (495,292)          |
| Deferred Revenue  | (216,749)          | 463                |
| Employee Future Benefits                                      | 159,889            | 189,699            |
| Amortization of Tangible Capital Assets                       | 2,484,795          | 2,458,880          |
| Amortization of Deferred Capital Revenue                      | (1,581,297)        | (1,555,316)        |
| <b>Total Operating Transactions</b>                           | <b>625,864</b>     | <b>2,136,236</b>   |
| <b>Capital Transactions</b>                                   |                    |                    |
| Tangible Capital Assets Purchased                             | (5,067,866)        | (2,073,058)        |
| Tangible Capital Assets -WIP Purchased                        | (518,484)          |                    |
| <b>Total Capital Transactions</b>                             | <b>(5,586,350)</b> | <b>(2,073,058)</b> |
| <b>Financing Transactions</b>                                 |                    |                    |
| Capital Revenue Received                                      | 4,623,883          | 1,431,070          |
| <b>Total Financing Transactions</b>                           | <b>4,623,883</b>   | <b>1,431,070</b>   |
| <b>Investing Transactions</b>                                 |                    |                    |
| Proceeds on Disposal of Portfolio Investments                 | 249,262            | 36,563             |
| Investments in Portfolio Investments                          | (24,800)           | (38,286)           |
| <b>Total Investing Transactions</b>                           | <b>224,462</b>     | <b>(1,723)</b>     |
| <b>Net Increase (Decrease) in Cash and Cash Equivalents</b>   | <b>(112,141)</b>   | <b>1,492,525</b>   |
| <b>Cash and Cash Equivalents, beginning of year</b>           | <b>19,204,392</b>  | <b>17,711,867</b>  |
| <b>Cash and Cash Equivalents, end of year</b>                 | <b>19,092,251</b>  | <b>19,204,392</b>  |
| <b>Cash and Cash Equivalents, end of year, is made up of:</b> |                    |                    |
| Cash  | 19,049,888         | 19,056,912         |
| Cash Equivalents  | 42,363             | 147,480            |
|   | <b>19,092,251</b>  | <b>19,204,392</b>  |

**SCHOOL DISTRICT NO. 45 (WEST VANCOUVER)**  
**NOTES TO FINANCIAL STATEMENTS**  
**YEAR ENDED JUNE 30, 2018**

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**NOTE 1      AUTHORITY AND PURPOSE**

The School District 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. 45 (West Vancouver)", and operates as "School District No. 45 (West 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. 45 (West Vancouver) is exempt from federal and provincial corporate income taxes.

**NOTE 2      SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

a) Basis of Accounting

These financial statements have been prepared in accordance with Section 23.1 of the *Budget Transparency and Accountability Act of the Province of British Columbia* supplemented by Regulations 257/2010 and 198/2011 issued by the Province of British Columbia Treasury Board. The Budget Transparency and Accountability Act requires that the financial statements be prepared in accordance with the set of standards and guidelines that comprise generally accepted accounting principles for senior governments in Canada, or if the Treasury Board makes a regulation, the set of standards and guidelines that comprise generally accepted accounting principles for senior governments in Canada as modified by the alternate standards or guidelines or part thereof adopted in the regulation.

Regulation 257/2010 requires all taxpayers supported organizations in the Schools, Universities, Colleges and Hospitals sectors to adopt Canadian public sector accounting standards without any PS4200 elections effective their first fiscal commencing after January, 2012.

Regulations 198/2011 requires that restricted contributions received or receivable for acquiring or developing a depreciable tangible capital asset or contributions in the form of a depreciable tangible capital asset are to be deferred and recognized in revenue at the same rate that amortization of the related capital asset is recorded.

For British Columbia tax-payer supported organizations, these contributions include government transfers and externally restricted contributions.

The accounting policy requirements under Regulation 198/2011 are significantly different from the requirements of Canadian public sector accounting standards which 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 standards PS3140 and

**SCHOOL DISTRICT NO. 45 (WEST VANCOUVER)**  
**NOTES TO FINANCIAL STATEMENTS**  
**YEAR ENDED JUNE 30, 2018**

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

a) Basis of Accounting *(continued)*

- 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 is 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. Inter-departmental balances and organizational transactions have been eliminated.

The School District does not control any significant external entities and accordingly no entities have been consolidated with the financial statements.

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 highly liquid securities 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) Portfolio Investments

The School District has investments in GIC's and mutual funds that either have no maturity dates or have a maturity of greater than 3 months at the time of acquisition. GIC's and other investments not quoted in an active market are reported at cost or amortized cost.

Detailed information regarding portfolio investments is disclosed in Note 4.

**SCHOOL DISTRICT NO. 45 (WEST VANCOUVER)**  
**NOTES TO FINANCIAL STATEMENTS**  
**YEAR ENDED JUNE 30, 2018**

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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 (n).

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 transfers contain 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 an external actuary'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 (EARS�) of active employees covered under the plan.

The most recent valuation of the obligation was performed at March 31, 2016 and projected to June 30, 2019. The next valuation will be performed at March 31, 2019 for use at June 30, 2019. 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.

**SCHOOL DISTRICT NO. 45 (WEST VANCOUVER)**  
**NOTES TO FINANCIAL STATEMENTS**  
**YEAR ENDED JUNE 30, 2018**

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

h) Employee Future Benefits *(continued)*

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.

i) Asset Retirement Obligations

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, and a reasonable estimate can be made.

Legal liabilities may exist for the removal/disposal of asbestos in schools that will undergo major renovations or demolition. The fair value of the liability for asbestos removal or disposal will be recognized when management determines a reasonable estimate of the fair value can be made. As at June 30, 2018, the liability is not reasonably determinable.

j) 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 School District has no sites not in productive use as at June 30, 2018; therefore no liability exists at this date.

k) 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

**SCHOOL DISTRICT NO. 45 (WEST VANCOUVER)**  
**NOTES TO FINANCIAL STATEMENTS**  
**YEAR ENDED JUNE 30, 2018**

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

k)      Tangible Capital Assets *(continued)*

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 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.
- 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  |

l)      Prepaid Expenses

Prepaid software licenses, memberships and subscriptions, and prepaid insurance 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)      Funds and Reserves

The Secretary-Treasurer will present a financial summary of the District's surplus position each year in conjunction with reviews of the District's Preliminary and Amended Annual Budgets, and Financial Statements. Board motions will be required to approve the internal restriction of surplus funds. Transfers to and from funds and reserves are an adjustment to the respective fund when approved (see Notes 13 – Interfund Transfers and Note 19 – Internally Restricted Surplus).

**SCHOOL DISTRICT NO. 45 (WEST VANCOUVER)**  
**NOTES TO FINANCIAL STATEMENTS**  
**YEAR ENDED JUNE 30, 2018**

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

n) Revenue Recognition

Revenues are recognized in the period in which the transactions or events occur that give rise to the revenues. All revenues are recorded on an accrual basis, except when the accruals cannot be determined with a reasonable degree of certainty or when their estimation is impracticable.

Grants received are recognized as revenue when eligibility criteria if any have been met 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.

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.

Rental and lease income from operating leases is recognized on a straight line basis over the period of the lease.

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

o) Expenditures

Expenses are reported on an accrual basis. The cost of all goods consumed and services received during the year is expensed.

**SCHOOL DISTRICT NO. 45 (WEST VANCOUVER)**  
**NOTES TO FINANCIAL STATEMENTS**  
**YEAR ENDED JUNE 30, 2018**

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

o) 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, Deputy 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-Principal's salaries are allocated to school administration and regular instruction 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.

p) 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, portfolio investments, and accounts payable and accrued 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. 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 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.



**SCHOOL DISTRICT NO. 45 (WEST VANCOUVER)**  
**NOTES TO FINANCIAL STATEMENTS**  
**YEAR ENDED JUNE 30, 2018**

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

p) 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.

q) 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 period. Significant areas requiring the use of management estimates relate to the useful lives of tangible capital assets, and estimated employee future benefits. Actual results could differ from those estimates.

**NOTE 3 ACCOUNTS RECEIVABLE - OTHER**

|                               | <b>June 30, 2018</b> | <b>June 30, 2017</b> |
|-------------------------------|----------------------|----------------------|
| Due from Federal Government   | \$98,791             | \$100,893            |
| Group Benefit Deposit Surplus | 198,964              | 16,971               |
| Other Trade Receivables       | 326,502              | 234,602              |
|                               | <u>\$624,258</u>     | <u>\$352,466</u>     |

**NOTE 4 PORTFOLIO INVESTMENTS**

|  | <b>June 30, 2018</b> | <b>June 30, 2017</b> |
|--|----------------------|----------------------|
| Investments in the cost and amortized cost category: |                      |                      |
| Guaranteed Investment Certificates (GIC's)           | \$91,200             | \$ 98,700            |
| Mutual Funds   | -                    | 216,962              |
|  | <u>\$91,200</u>      | <u>\$315,662</u>     |

**NOTE 5 ACCOUNTS PAYABLE AND ACCRUED LIABILITIES**

|                               | <b>June 30, 2018</b> | <b>June 30, 2017</b> |
|-------------------------------|----------------------|----------------------|
| Trade payables                | 2,387,267            | 2,054,802            |
| Salaries and benefits payable | 4,624,089            | 4,007,340            |
| Accrued vacation pay          | 299,380              | 325,269              |
|                               | <u>\$7,310,736</u>   | <u>\$6,387,411</u>   |

**SCHOOL DISTRICT NO. 45 (WEST VANCOUVER)**  
**NOTES TO FINANCIAL STATEMENTS**  
**YEAR ENDED JUNE 30, 2018**

**NOTE 6      UNEARNED REVENUE**

|                             | <b>June 30, 2018</b>      | <b>June 30, 2017</b>      |
|-----------------------------|---------------------------|---------------------------|
| Balance, beginning of year  | \$8,175,866               | \$8,671,158               |
| Changes for the year:       |                           |                           |
| Increase:                   |                           |                           |
| Tuition fees                | 7,656,430                 | 7,715,148                 |
| Revenue generation programs | 526,014                   | 460,718                   |
|                             | <u>\$8,182,444</u>        | <u>\$8,175,866</u>        |
| Decrease:                   |                           |                           |
| Tuition fees                | (7,715,148)               | (8,210,815)               |
| Revenue generation programs | (460,718)                 | (460,343)                 |
|                             | <u>\$(8,175,866)</u>      | <u>\$(8,671,158)</u>      |
| Net changes for the year    | <u>\$ 6,577</u>           | <u>\$ (495,282)</u>       |
| Balance, end of year        | <u><u>\$8,182,443</u></u> | <u><u>\$8,175,866</u></u> |

**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. Detailed information about the changes in deferred revenue is provided below.

|   | <b>Special Purpose<br/>Fund</b> | <b>Capital<br/>Fund</b> | <b>June 30, 2018<br/>Total</b> | <b>June 30, 2017<br/>Total</b> |
|---|---------------------------------|-------------------------|--------------------------------|--------------------------------|
| Balance, beginning of year                | \$2,486,815                     | \$ -                    | \$2,486,815                    | \$ 2,486,352                   |
| Increases:                                |                                 |                         |                                |                                |
| Provincial Grants - Ministry of Education | 3,589,827                       | -                       | 3,589,827                      | 2,581,553                      |
| Investment Income                         | 30,924                          | -                       | 30,924                         | 18,483                         |
| Other (fees, donations, fundraising)      | 4,458,668                       | -                       | 4,458,668                      | 4,273,531                      |
|   | <u>\$8,079,419</u>              | <u>\$ -</u>             | <u>\$8,079,419</u>             | <u>\$ 6,873,567</u>            |
| Decreases:                                |                                 |                         |                                |                                |
| Transfers to Revenue                      | 8,130,281                       | -                       | 8,130,281                      | 6,873,104                      |
| Transfers to WV Community Foundation*     | 165,887                         | -                       | 165,887                        | -                              |
|   | <u>\$8,296,168</u>              | <u>\$ -</u>             | <u>\$ 8,296,168</u>            | <u>\$ 6,873,104</u>            |
| Net Changes for the year                  | <u>\$ (216,749)</u>             | <u>\$ -</u>             | <u>\$ (216,749)</u>            | <u>\$ 463</u>                  |
| Balance, end of the year                  | <u><u>\$2,270,066</u></u>       | <u><u>\$ -</u></u>      | <u><u>\$ 2,270,066</u></u>     | <u><u>\$ 2,486,815</u></u>     |

\* During the year, the District transferred scholarship funds to the West Vancouver Community Foundation ("the Foundation") to establish a fund to be known as Robert K. Iwata Memorial Fund. Under the terms of the related agreements, the Foundation will retain, invest, and disburse income from the funds as scholarships to students from the District for an administration fee.

**SCHOOL DISTRICT NO. 45 (WEST VANCOUVER)**  
**NOTES TO FINANCIAL STATEMENTS**  
**YEAR ENDED JUNE 30, 2018**

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**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. Detailed information about the changes in deferred capital revenue is included below.

|   | <b>June 30, 2018</b> | <b>June 30, 2017</b> |
|---|----------------------|----------------------|
| Balance, beginning of year                          | \$32,831,352         | \$32,955,598         |
| Increases:  |                      |                      |
| Provincial Grants – Ministry of Education           | 4,231,855            | 1,428,008            |
| Decreases:  |                      |                      |
| Amortization of Deferred Capital Revenue            | 1,581,297            | 1,555,316            |
| Changes in Unspent Deferred Capital Revenue         | 3,062                | -                    |
| Net Changes for the year                            | \$ 2,650,558         | \$ (127,308)         |
| Balance, end of the year                            | \$35,478,848         | \$32,828,290         |
| Unspent Deferred Capital Revenue                    | -                    | 3,062                |
| Work in Progress                                    | 395,090              | -                    |
| Total deferred capital revenue balance, end of year | \$35,873,938         | \$32,831,352         |

**SCHOOL DISTRICT NO. 45 (WEST VANCOUVER)**  
**NOTES TO FINANCIAL STATEMENTS**  
**YEAR ENDED JUNE 30, 2018**

**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.

|   | 2018               | 2017               |
|---|--------------------|--------------------|
| <b>Reconciliation of Accrued Benefit Obligation</b> |                    |                    |
| Accrued Benefit Obligation – April 1                | \$2,053,188        | \$2,157,255        |
| Service Cost  | 183,671            | 184,886            |
| Interest Cost                                       | 58,828             | 54,736             |
| Benefit Payments                                    | (153,024)          | (282,805)          |
| Actuarial (Gain) Loss                               | (57,577)           | (60,884)           |
| Accrued Benefit Obligation – March 31               | <u>\$2,085,086</u> | <u>\$2,053,188</u> |

|  |                      |                      |
|--|----------------------|----------------------|
| <b>Reconciliation of Funded Status at End of Fiscal Year</b> |                      |                      |
| Accrued Benefit Obligation – March 31                        | \$2,085,086          | \$2,053,188          |
| Market Value of Plan Assets – March 31                       | -                    | -                    |
| Funded Status – Surplus (Deficit)                            | (2,085,086)          | (2,053,188)          |
| Employer Contributions After Measurement Date                | 86,330               | 47,241               |
| Benefits Expense After Measurement Date                      | (63,057)             | (60,625)             |
| Unamortized Net Actuarial (Gain) Loss                        | 629,578              | 794,226              |
| Accrued Benefit Asset (Liability) – June 30                  | <u>\$(1,432,235)</u> | <u>\$(1,272,346)</u> |

|  |                    |                    |
|--|--------------------|--------------------|
| <b>Reconciliation of Change in Accrued Benefit Liability</b> |                    |                    |
| Accrued Benefit Liability – July 1                           | \$1,272,346        | \$1,082,647        |
| Net expense for Fiscal Year                                  | 352,002            | 353,322            |
| Employer Contributions                                       | (192,113)          | (163,623)          |
| Accrued Benefit Liability – June 30                          | <u>\$1,432,235</u> | <u>\$1,272,346</u> |

|  | 2018             | 2017             |
|--|------------------|------------------|
| <b>Components of Net Benefit Expense</b> |                  |                  |
| Service Cost                             | \$185,850        | \$184,582        |
| Interest Cost                            | 59,082           | 55,759           |
| Amortization of Net Actuarial Loss       | 107,070          | 112,981          |
| Net Benefit Expense                      | <u>\$352,002</u> | <u>\$353,322</u> |

The significant actuarial assumptions adopted for measuring the School District's accrued benefit obligations are:

|                                    |                   |                   |
|------------------------------------|-------------------|-------------------|
| Discount Rate – April 1            | 2.75%             | 2.50%             |
| Discount Rate – March 31           | 2.75%             | 2.75%             |
| 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                   | 10.3 years        | 10.3 years        |

**SCHOOL DISTRICT NO. 45 (WEST VANCOUVER)**  
**NOTES TO FINANCIAL STATEMENTS**  
**YEAR ENDED JUNE 30, 2018**

**NOTE 10 TANGIBLE CAPITAL ASSETS**

**Net Book Value:**

|                       | <b>Net Book Value 2018</b> | <b>Net Book Value 2017</b> |
|-----------------------|----------------------------|----------------------------|
| Sites                 | \$ 7,721,557               | \$ 7,721,557               |
| Buildings             | 53,505,124                 | 50,669,515                 |
| Furniture & Equipment | 1,205,544                  | 1,124,650                  |
| Vehicles              | 160,318                    | 190,420                    |
| Computer Software     | 21,528                     | 52,044                     |
| Computer Hardware     | 353,870                    | 108,200                    |
| <b>Total</b>          | <b>\$62,967,941</b>        | <b>\$59,866,386</b>        |

| <b>June 30, 2018</b>  | <b>Opening Cost</b>  | <b>Additions</b>   | <b>Disposals</b>   | <b>Transfers (WIP)</b> | <b>Balance at June 30, 2018</b> |
|-----------------------|----------------------|--------------------|--------------------|------------------------|---------------------------------|
| Sites                 | \$ 7,721,557         | \$ -               | \$ -               | \$ -                   | \$7,721,557                     |
| Buildings             | 99,861,394           | 4,492,106          | -                  | 518,484                | 104,871,984                     |
| Furniture & Equipment | 2,231,756            | 304,069            | (537,863)          | -                      | 1,997,962                       |
| Vehicles              | 301,012              | -                  | -                  | -                      | 301,012                         |
| Computer Software     | 130,107              | -                  | -                  | -                      | 130,107                         |
| Computer Hardware     | 152,668              | 271,691            | -                  | -                      | 424,359                         |
| <b>Total</b>          | <b>\$110,398,494</b> | <b>\$5,067,866</b> | <b>\$(537,863)</b> | <b>\$518,484</b>       | <b>\$115,446,981</b>            |

|                       | <b>Opening Accumulated Amortization</b> | <b>Additions</b>   | <b>Disposals</b>   | <b>Balance at June 30, 2018</b> |
|-----------------------|---|--------------------|--------------------|---------------------------------|
| Buildings             | \$49,191,879                            | \$2,174,981        | \$ -               | \$51,366,860                    |
| Furniture & Equipment | 1,107,106                               | 223,175            | (537,863)          | 792,418                         |
| Vehicles              | 110,592                                 | 30,102             | -                  | 140,694                         |
| Computer Software     | 78,063                                  | 30,516             | -                  | 108,579                         |
| Computer Hardware     | 44,468                                  | 26,021             | -                  | 70,489                          |
| <b>Total</b>          | <b>\$50,532,108</b>                     | <b>\$2,484,795</b> | <b>\$(537,863)</b> | <b>\$52,479,040</b>             |

**SCHOOL DISTRICT NO. 45 (WEST VANCOUVER)**  
**NOTES TO FINANCIAL STATEMENTS**  
**YEAR ENDED JUNE 30, 2018**

**NOTE 10 TANGIBLE CAPITAL ASSETS** *(Continued)*

| <b>June 30, 2017</b>  | <b>Opening Cost</b>  | <b>Additions</b>   | <b>Disposals</b>   | <b>Transfers<br/>(WIP)</b> | <b>Balance at<br/>June 30, 2017</b> |
|-----------------------|----------------------|--------------------|--------------------|----------------------------|-------------------------------------|
| Sites                 | \$ 7,721,557         | \$ -               | \$ -               | \$ -                       | \$ 7,721,557                        |
| Buildings             | 98,120,718           | 1,740,676          | -                  | -                          | 99,861,394                          |
| Furniture & Equipment | 2,368,735            | 299,947            | (436,926)          | -                          | 2,231,756                           |
| Vehicles              | 301,012              | -                  | -                  | -                          | 301,012                             |
| Computer Software     | 130,107              | -                  | -                  | -                          | 130,107                             |
| Computer Hardware     | 120,233              | 32,435             | -                  | -                          | 152,668                             |
| <b>Total</b>          | <b>\$108,762,362</b> | <b>\$2,073,058</b> | <b>\$(436,926)</b> | <b>\$ -</b>                | <b>\$110,398,494</b>                |

|                       | <b>Opening<br/>Accumulated<br/>Amortization</b> | <b>Additions</b>   | <b>Disposals</b>   |             | <b>Balance at<br/>June 30, 2017</b> |
|-----------------------|---|--------------------|--------------------|-------------|-------------------------------------|
| Buildings             | \$47,050,042                                    | \$2,141,837        | \$ -               | -           | \$49,191,879                        |
| Furniture & Equipment | 1,307,159                                       | 236,873            | (436,926)          | -           | 1,107,106                           |
| Vehicles              | 80,490  | 30,102             | -                  | -           | 110,592                             |
| Computer Software     | 52,042  | 26,021             | -                  | -           | 78,063                              |
| Computer Hardware     | 20,421  | 24,047             | -                  | -           | 44,468                              |
| <b>Total</b>          | <b>\$48,510,154</b>                             | <b>\$2,458,880</b> | <b>\$(436,926)</b> | <b>\$ -</b> | <b>\$50,532,108</b>                 |

**NOTE 11 PREPAID EXPENSES**

|                          | <b>June 30, 2018</b> | <b>June 30, 2017</b> |
|--------------------------|----------------------|----------------------|
| Software Licenses        | \$108,802            | \$16,340             |
| Membership/Subscriptions | 45,126               | 77,176               |
| PEBT Benefits            | 433,324              | 215,840              |
| Other Prepaid Expenses   | 145,194              | 185,187              |
| <b>Total</b>             | <b>\$732,446</b>     | <b>\$494,543</b>     |

**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 represent plan members and employers and are responsible for managing the pension plans including investing assets and administration of benefits. The pension plans are multi-employer defined benefit pension plans. Basic pension benefits provided are based on a formula. As at December 31, 2017, the Teachers' Pension Plan had about 46,455 active members, 37,570 retired members, and 12,400 inactive members. As at December 31, 2017, the Municipal Pension Plan had about 197,279 active members, 95,200 retired members, and 40,410 inactive members.

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

**SCHOOL DISTRICT NO. 45 (WEST VANCOUVER)**  
**NOTES TO FINANCIAL STATEMENTS**  
**YEAR ENDED JUNE 30, 2018**

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**NOTE 12     EMPLOYEE PENSION PLANS** *(Continued)*

contributions sufficient to provide benefits for average future entrants to the plans. This rate is then adjusted to the extent there is any amortization of any funding deficit.

The most recent actuarial valuation of the Teachers' Pension Plan as at December 31, 2014 indicated a \$449 million funding surplus for basic pension benefits. The next valuation will be as at December 31, 2017 with results available in 2018. Results for this actuarial valuation are not available at the time of publishing these notes.

The most recent actuarial valuation for the Municipal Pension Plan as at December 31, 2015 indicated a \$2,224 million funding surplus for basic pension benefits. The next valuation will be as at December 31, 2018 with results available in 2019.

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 the plans in aggregate with the result that there is no consistent and reliable basis for allocating the obligation, assets and cost to individual employers participating in the plans.

The School District paid \$6,318,737 for employer contributions to these plans in the year ended June 30, 2018 (\$6,059,737 – June 30, 2017).

**NOTE 13     INTERFUND TRANSFERS**

Interfund transfers between the operating, special purpose and capital funds for the year ended June 30, 2018, were as follows:

- A transfer in the amount of \$234,429 was made from the operating fund to the capital fund for capital assets purchased.
- A transfer in the amount of \$601,582 was made from the special purpose fund to the capital fund for capital assets purchased.
- A transfer in the amount of \$235,601 was made from the operating fund to the capital fund to provide for capital renewal with respect to rental activities.

**NOTE 14     RELATED PARTY TRANSACTIONS**

The School District is related through common ownership 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.

**SCHOOL DISTRICT NO. 45 (WEST VANCOUVER)**  
**NOTES TO FINANCIAL STATEMENTS**  
**YEAR ENDED JUNE 30, 2018**

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**NOTE 15      CONTRACTUAL OBLIGATIONS**

The School District has entered into a number of contracts for the delivery of services. 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. There are no contractual liabilities after 2024/25.

| <b>Contractual obligations</b> | <b>2018/19</b>   | <b>2019/20</b>   | <b>2020/21</b>   | <b>2021/22</b>   | <b>2022/23</b>   | <b>2023/24</b>   | <b>2024/25</b>   |
|--------------------------------|------------------|------------------|------------------|------------------|------------------|------------------|------------------|
| Operating Leases               | \$ 22,574        | \$22,574         | \$22,574         | \$21,649         | \$6,427          | \$ -             | \$ -             |
| Lighting Upgrade               | 350,455          | 350,455          | 350,455          | 350,455          | 350,455          | 350,455          | 350,455          |
| Transportation                 | 492,401          | -                | -                | -                | -                | -                | -                |
|                                | <u>\$865,430</u> | <u>\$373,029</u> | <u>\$373,029</u> | <u>\$372,104</u> | <u>\$356,882</u> | <u>\$350,455</u> | <u>\$350,455</u> |

**NOTE 16      CONTINGENCIES**

In the normal course of operations, the School District is subject to various legal proceedings being brought against it. The amounts are not reasonably estimable due to uncertainty as to the final outcome, and management does not believe these proceedings in aggregate will have a material effect on the School District's financial statements and, accordingly, no provision for losses has been reflected in these financial statements. The District is not aware of any significant contingent assets for disclosure purposes.

**NOTE 17      BUDGET FIGURES**

Budget figures, included in the financial statements, were approved by the Board through the adoption of an Annual Budget on May 16, 2017.

While PSA financial reporting requires the District's Annual Budget to be used as the comparator, an Amended Budget based upon revised enrolment is filed with the Ministry of Education by the end of February of each year. While the filing of the Amended Budget satisfies a legislative requirement, it also serves as the basis for the District's revised estimates to the end of the fiscal year. However, the Amended Budget, approved by the Board through the adoption of an Amended Budget on February 20, 2018, is not reported in these financial statements.

**NOTE 18      EXPENSES BY OBJECT**

|                       | <b>2018</b>         | <b>2017</b>         |
|-----------------------|---------------------|---------------------|
| Salaries and benefits | \$65,391,250        | \$63,207,911        |
| Services and supplies | 14,853,506          | 13,656,216          |
| Amortization          | 2,484,795           | 2,458,880           |
|                       | <u>\$82,729,551</u> | <u>\$79,323,007</u> |



**SCHOOL DISTRICT NO. 45 (WEST VANCOUVER)**  
**NOTES TO FINANCIAL STATEMENTS**  
**YEAR ENDED JUNE 30, 2018**

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**NOTE 19      INTERNALLY RESTRICTED SURPLUS – OPERATING FUND**

|   | <u>June 30, 2018</u> | <u>June 30, 2017</u> |
|---|----------------------|----------------------|
| Internally Restricted (appropriated) by Board for |                      |                      |
| Budget Appropriation                              | \$433,805            | \$193,458            |
| Student Learning Grant (Ministry required)        | -                    | 225,444              |
| Unrestricted Operating Surplus (Deficit)          | 1,532,416            | 2,153,048            |
| Total Available for Future Operations             | <u>\$1,966,221</u>   | <u>\$2,571,950</u>   |

**NOTE 20      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 21      RISK MANAGEMENT**

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

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 and cash equivalents, accounts receivable and investments.

It is management's opinion that the School District is not exposed to significant credit risk associated with its cash deposits and investments as they are placed with the Province and in recognized British Columbia institutions and the School District invests in guaranteed investment certificates and term deposits.

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.

**SCHOOL DISTRICT NO. 45 (WEST VANCOUVER)**  
**NOTES TO FINANCIAL STATEMENTS**  
**YEAR ENDED JUNE 30, 2018**

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**NOTE 21     RISK MANAGEMENT** *(Continued)*

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 they invest in guaranteed investment certificates that have a maturity date of no more than 3 years and mutual funds whose underlying securities have a short term to maturity.

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.

# School District No. 45 (West Vancouver)

Schedule of Changes in Accumulated Surplus (Deficit) by Fund  
Year Ended June 30, 2018

|   | Operating<br>Fund | Special Purpose<br>Fund | Capital<br>Fund   | 2018<br>Actual    | 2017<br>Actual    |
|---|-------------------|-------------------------|-------------------|-------------------|-------------------|
|   | \$                | \$                      | \$                | \$                | \$                |
| <b>Accumulated Surplus (Deficit), beginning of year</b>         | 2,571,950         |                         | 26,676,507        | 29,248,457        | 29,381,807        |
| <b>Changes for the year</b>                                     |                   |                         |                   |                   |                   |
| Surplus (Deficit) for the year                                  | (135,699)         | 601,582                 | (903,498)         | (437,615)         | (133,350)         |
| Interfund Transfers   |                   |                         |                   |                   |                   |
| Tangible Capital Assets Purchased                               | (234,429)         | (601,582)               | 836,011           | -                 | -                 |
| Local Capital   | (235,601)         |                         | 235,601           | -                 | -                 |
| <b>Net Changes for the year</b>                                 | <b>(605,729)</b>  | <b>-</b>                | <b>168,114</b>    | <b>(437,615)</b>  | <b>(133,350)</b>  |
| <b>Accumulated Surplus (Deficit), end of year - Statement 2</b> | <b>1,966,221</b>  | <b>-</b>                | <b>26,844,621</b> | <b>28,810,842</b> | <b>29,248,457</b> |

# School District No. 45 (West Vancouver)

Schedule 2 (Unaudited)

Schedule of Operating Operations

Year Ended June 30, 2018

|   | 2018<br>Budget<br>(Note 17) | 2018<br>Actual    | 2017<br>Actual    |
|---|-----------------------------|-------------------|-------------------|
|   | \$                          | \$                | \$                |
| <b>Revenues</b>   |                             |                   |                   |
| Provincial Grants   |                             |                   |                   |
| Ministry of Education   | 59,271,688                  | 60,226,131        | 58,971,418        |
| Other   | 100,293                     | 56,100            | 91,308            |
| Tuition   | 9,899,002                   | 10,015,108        | 9,733,840         |
| Other Revenue   | 1,419,300                   | 1,805,742         | 1,569,046         |
| Rentals and Leases  | 175,000                     | 235,601           | 215,611           |
| Investment Income   | 180,000                     | 241,676           | 180,014           |
| <b>Total Revenue</b>  | <b>71,045,283</b>           | <b>72,580,358</b> | <b>70,761,237</b> |
| <b>Expenses</b>   |                             |                   |                   |
| Instruction   | 60,491,403                  | 61,627,654        | 59,701,154        |
| District Administration   | 2,847,710                   | 2,692,153         | 2,648,564         |
| Operations and Maintenance                                      | 7,380,811                   | 7,912,259         | 7,814,434         |
| Transportation and Housing                                      | 518,817                     | 483,991           | 464,056           |
| <b>Total Expense</b>  | <b>71,238,741</b>           | <b>72,716,057</b> | <b>70,628,208</b> |
| <b>Operating Surplus (Deficit) for the year</b>                 | <b>(193,458)</b>            | <b>(135,699)</b>  | <b>133,029</b>    |
| <b>Budgeted Appropriation (Retirement) of Surplus (Deficit)</b> | <b>193,458</b>              |                   |                   |
| <b>Net Transfers (to) from other funds</b>                      |                             |                   |                   |
| Tangible Capital Assets Purchased                               |                             | (234,429)         | (7,865)           |
| Local Capital   |                             | (235,601)         | (205,761)         |
| <b>Total Net Transfers</b>                                      | <b>-</b>                    | <b>(470,030)</b>  | <b>(213,626)</b>  |
| <b>Total Operating Surplus (Deficit), for the year</b>          | <b>-</b>                    | <b>(605,729)</b>  | <b>(80,597)</b>   |
| <b>Operating Surplus (Deficit), beginning of year</b>           |                             | <b>2,571,950</b>  | <b>2,652,547</b>  |
| <b>Operating Surplus (Deficit), end of year</b>                 |                             | <b>1,966,221</b>  | <b>2,571,950</b>  |
| <b>Operating Surplus (Deficit), end of year</b>                 |                             |                   |                   |
| Internally Restricted   |                             | <b>433,805</b>    | <b>418,902</b>    |
| Unrestricted  |                             | <b>1,532,416</b>  | <b>2,153,048</b>  |
| <b>Total Operating Surplus (Deficit), end of year</b>           |                             | <b>1,966,221</b>  | <b>2,571,950</b>  |

# School District No. 45 (West Vancouver)

Schedule 2A (Unaudited)

Schedule of Operating Revenue by Source

Year Ended June 30, 2018

|  | 2018<br>Budget<br>(Note 17) | 2018<br>Actual    | 2017<br>Actual |
|--|-----------------------------|-------------------|----------------|
|  | \$                          | \$                | \$             |
| <b>Provincial Grants - Ministry of Education</b>       |                             |                   |                |
| Operating Grant, Ministry of Education                 | 57,845,324                  | <b>59,061,410</b> | 57,493,805     |
| Other Ministry of Education Grants                     |                             |                   |                |
| Pay Equity   | 678,422                     | <b>678,422</b>    | 678,422        |
| Transportation Supplement                              | 84,722                      | <b>84,722</b>     | 84,722         |
| Economic Stability Dividend                            | -                           | <b>42,167</b>     | 36,897         |
| Return of Administrative Savings                       | 284,472                     | <b>284,472</b>    | 284,472        |
| Carbon Tax Grant                                       | 34,322                      | <b>41,582</b>     | 32,344         |
| Student Learning Grant                                 |                             |                   | 347,069        |
| FSA  | 8,187                       | <b>8,187</b>      | 8,187          |
| MyEDBC Academy Travel/Support Staff Benefit Funding    | -                           | <b>8,090</b>      | 500            |
| Regional Outreach                                      | -                           | -                 | 5,000          |
| Funding for Increased Enrolment Estimate               | 336,239                     | -                 | -              |
| Shoulder Tappers                                       | -                           | <b>17,079</b>     | -              |
| <b>Total Provincial Grants - Ministry of Education</b> | <b>59,271,688</b>           | <b>60,226,131</b> | 58,971,418     |
| <b>Provincial Grants - Other</b>                       | <b>100,293</b>              | <b>56,100</b>     | 91,308         |
| <b>Tuition</b>   |                             |                   |                |
| Summer School Fees                                     | 110,000                     | <b>83,700</b>     | 81,050         |
| International and Out of Province Students             | 9,789,002                   | <b>9,931,408</b>  | 9,652,790      |
| <b>Total Tuition</b>                                   | <b>9,899,002</b>            | <b>10,015,108</b> | 9,733,840      |
| <b>Other Revenues</b>                                  |                             |                   |                |
| Miscellaneous  |                             |                   |                |
| Elementary Band  | 112,500                     | <b>148,800</b>    | 133,018        |
| Sports Academies                                       | 844,450                     | <b>1,122,032</b>  | 882,449        |
| Specialty Academies                                    | 442,350                     | <b>449,248</b>    | 487,958        |
| Miscellaneous  | 20,000                      | <b>85,662</b>     | 65,621         |
| <b>Total Other Revenue</b>                             | <b>1,419,300</b>            | <b>1,805,742</b>  | 1,569,046      |
| <b>Rentals and Leases</b>                              | <b>175,000</b>              | <b>235,601</b>    | 215,611        |
| <b>Investment Income</b>                               | <b>180,000</b>              | <b>241,676</b>    | 180,014        |
| <b>Total Operating Revenue</b>                         | <b>71,045,283</b>           | <b>72,580,358</b> | 70,761,237     |

**School District No. 45 (West Vancouver)**

Schedule 2B (Unaudited)

Schedule of Operating Expense by Object

Year Ended June 30, 2018

|                                     | 2018<br>Budget<br>(Note 17) | 2018<br>Actual    | 2017<br>Actual    |
|-------------------------------------|-----------------------------|-------------------|-------------------|
|                                     | \$                          | \$                | \$                |
| <b>Salaries</b>                     |                             |                   |                   |
| Teachers                            | 31,149,602                  | <b>31,151,338</b> | 30,618,173        |
| Principals and Vice Principals      | 3,742,438                   | <b>4,448,104</b>  | 3,659,306         |
| Educational Assistants              | 4,823,723                   | <b>5,523,362</b>  | 4,951,029         |
| Support Staff                       | 5,247,018                   | <b>5,136,878</b>  | 5,098,412         |
| Other Professionals                 | 2,843,056                   | <b>2,341,061</b>  | 3,026,901         |
| Substitutes                         | 1,713,774                   | <b>1,785,789</b>  | 1,733,391         |
| <b>Total Salaries</b>               | <b>49,519,611</b>           | <b>50,386,532</b> | <b>49,087,212</b> |
| <b>Employee Benefits</b>            | 12,548,806                  | <b>12,046,555</b> | 12,112,600        |
| <b>Total Salaries and Benefits</b>  | <b>62,068,417</b>           | <b>62,433,087</b> | <b>61,199,812</b> |
| <b>Services and Supplies</b>        |                             |                   |                   |
| Services                            | 4,464,240                   | <b>4,873,684</b>  | 4,235,830         |
| Student Transportation              | 548,009                     | <b>566,543</b>    | 537,126           |
| Professional Development and Travel | 940,288                     | <b>848,515</b>    | 825,632           |
| Rentals and Leases                  | 14,523                      | <b>16,734</b>     | 10,939            |
| Dues and Fees                       | 334,300                     | <b>331,187</b>    | 331,720           |
| Insurance                           | 180,600                     | <b>133,356</b>    | 172,018           |
| Supplies                            | 1,749,168                   | <b>1,779,660</b>  | 1,668,525         |
| Utilities                           | 939,196                     | <b>1,733,291</b>  | 1,646,606         |
| <b>Total Services and Supplies</b>  | <b>9,170,324</b>            | <b>10,282,970</b> | <b>9,428,396</b>  |
| <b>Total Operating Expense</b>      | <b>71,238,741</b>           | <b>72,716,057</b> | <b>70,628,208</b> |

# School District No. 45 (West Vancouver)

Operating Expense by Function, Program and Object

Year Ended June 30, 2018

Schedule 2C (Unaudited)

|   | Teachers<br>Salaries | Principals and<br>Vice Principals<br>Salaries | Educational<br>Assistants<br>Salaries | Support<br>Staff<br>Salaries | Other<br>Professionals<br>Salaries | Substitutes<br>Salaries | Total<br>Salaries |
|---|----------------------|---|---------------------------------------|------------------------------|------------------------------------|-------------------------|-------------------|
|   | \$                   | \$  | \$                                    | \$                           | \$                                 | \$                      | \$                |
| <b>1 Instruction</b>                            |                      |   |                                       |                              |                                    |                         |                   |
| 1.02 Regular Instruction                        | 23,728,178           | 2,212,130                                     | 732,727                               | 1,330,765                    | 282,483                            | 1,448,060               | 29,734,343        |
| 1.03 Career Programs                            | 108,454              | -   | 79,462                                | -                            | -                                  | -                       | 187,916           |
| 1.07 Library Services                           | 735,575              | 10,657  | 94,504                                | 32,036                       | -                                  | -                       | 872,772           |
| 1.08 Counselling                                | 1,161,791            | -   | -                                     | -                            | -                                  | -                       | 1,161,791         |
| 1.10 Special Education                          | 2,323,380            | 122,232                                       | 4,594,681                             | 12,473                       | 114,949                            | 202,047                 | 7,369,762         |
| 1.30 English Language Learning                  | 1,086,673            | -   | -                                     | -                            | -                                  | -                       | 1,086,673         |
| 1.31 Aboriginal Education                       | 36,604               | -   | -                                     | -                            | -                                  | -                       | 36,604            |
| 1.41 School Administration                      | 162,337              | 1,627,644                                     | -                                     | 273,423                      | 210,595                            | -                       | 2,111,662         |
| 1.60 Summer School                              | -                    | 22,443  | 20,223                                | 347                          | -                                  | -                       | 205,350           |
| 1.61 Continuing Education                       | 1,303,749            | -   | -                                     | -                            | -                                  | -                       | -                 |
| 1.62 International and Out of Province Students | 504,597              | 226,335                                       | -                                     | 174,657                      | 284,520                            | -                       | 1,989,261         |
| 1.64 Other                                      | -                    | 26,505  | 1,765                                 | 66,829                       | -                                  | 14,021                  | 613,717           |
| <b>Total Function 1</b>                         | <b>31,151,338</b>    | <b>4,247,946</b>                              | <b>5,523,362</b>                      | <b>1,890,530</b>             | <b>892,547</b>                     | <b>1,664,128</b>        | <b>45,369,851</b> |
| <b>4 District Administration</b>                |                      |   |                                       |                              |                                    |                         |                   |
| 4.11 Educational Administration                 | -                    | 87,105  | -                                     | 41,930                       | 286,890                            | 240                     | 416,165           |
| 4.40 School District Governance                 | -                    | -   | -                                     | -                            | 172,147                            | -                       | 172,147           |
| 4.41 Business Administration                    | -                    | 113,053                                       | -                                     | 269,636                      | 793,005                            | 1,003                   | 1,176,697         |
| <b>Total Function 4</b>                         | <b>-</b>             | <b>200,158</b>                                | <b>-</b>                              | <b>311,566</b>               | <b>1,252,042</b>                   | <b>1,243</b>            | <b>1,765,009</b>  |
| <b>5 Operations and Maintenance</b>             |                      |   |                                       |                              |                                    |                         |                   |
| 5.41 Operations and Maintenance Administration  | -                    | -   | -                                     | 46,144                       | 191,443                            | -                       | 237,587           |
| 5.50 Maintenance Operations                     | -                    | -   | -                                     | 2,578,373                    | -                                  | 120,418                 | 2,698,791         |
| 5.52 Maintenance of Grounds                     | -                    | -   | -                                     | 310,265                      | -                                  | -                       | 310,265           |
| 5.56 Utilities                                  | -                    | -   | -                                     | -                            | -                                  | -                       | -                 |
| <b>Total Function 5</b>                         | <b>-</b>             | <b>-</b>                                      | <b>-</b>                              | <b>2,934,782</b>             | <b>191,443</b>                     | <b>120,418</b>          | <b>3,246,643</b>  |
| <b>7 Transportation and Housing</b>             |                      |   |                                       |                              |                                    |                         |                   |
| 7.41 Transportation and Housing Administration  | -                    | -   | -                                     | -                            | 5,029                              | -                       | 5,029             |
| 7.70 Student Transportation                     | -                    | -   | -                                     | -                            | -                                  | -                       | -                 |
| 7.73 Housing                                    | -                    | -   | -                                     | -                            | -                                  | -                       | -                 |
| <b>Total Function 7</b>                         | <b>-</b>             | <b>-</b>                                      | <b>-</b>                              | <b>-</b>                     | <b>5,029</b>                       | <b>-</b>                | <b>5,029</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>31,151,338</b>    | <b>4,448,104</b>                              | <b>5,523,362</b>                      | <b>5,136,878</b>             | <b>2,341,061</b>                   | <b>1,785,789</b>        | <b>50,386,532</b> |

# School District No. 45 (West Vancouver)

Operating Expense by Function, Program and Object

Year Ended June 30, 2018

Schedule 2C (Unaudited)

|   | Total<br>Salaries | Employee<br>Benefits | Total Salaries<br>and Benefits | Services and<br>Supplies | 2018<br>Actual    | 2018<br>Budget<br>(Note 17) | 2017<br>Actual    |
|---|-------------------|----------------------|--------------------------------|--------------------------|-------------------|-----------------------------|-------------------|
|   | \$                | \$                   | \$                             | \$                       | \$                | \$                          | \$                |
| <b>1 Instruction</b>                            |                   |                      |                                |                          |                   |                             |                   |
| 1.02 Regular Instruction                        | 29,734,343        | 7,192,797            | 36,927,140                     | 1,897,943                | 38,825,083        | 39,484,492                  | 37,474,256        |
| 1.03 Career Programs                            | 187,916           | 39,191               | 227,107                        | 5,277                    | 232,384           | 249,058                     | 245,409           |
| 1.07 Library Services                           | 872,772           | 216,956              | 1,089,728                      | 109,887                  | 1,199,615         | 1,086,560                   | 1,046,119         |
| 1.08 Counselling                                | 1,161,791         | 263,115              | 1,424,906                      | -                        | 1,424,906         | 1,462,474                   | 1,380,780         |
| 1.10 Special Education                          | 7,369,762         | 1,655,555            | 9,025,317                      | 199,622                  | 9,224,939         | 8,322,169                   | 8,886,454         |
| 1.30 English Language Learning                  | 1,086,673         | 274,646              | 1,361,319                      | 3,874                    | 1,365,193         | 1,471,279                   | 1,364,521         |
| 1.31 Aboriginal Education                       | 36,604            | 9,715                | 46,319                         | 64,751                   | 111,070           | 78,650                      | 71,898            |
| 1.41 School Administration                      | 2,111,662         | 442,792              | 2,554,454                      | 66,093                   | 2,620,547         | 2,716,894                   | 2,619,433         |
| 1.60 Summer School                              | 205,350           | 34,800               | 240,150                        | 1,913                    | 242,063           | 406,959                     | 295,819           |
| 1.61 Continuing Education                       | -                 | -                    | -                              | -                        | -                 | -                           | -                 |
| 1.62 International and Out of Province Students | 1,989,261         | 547,985              | 2,537,246                      | 2,350,470                | 4,887,716         | 4,176,451                   | 5,141,241         |
| 1.64 Other                                      | 613,717           | 150,181              | 763,898                        | 730,240                  | 1,494,138         | 1,036,417                   | 1,175,224         |
| <b>Total Function 1</b>                         | <b>45,369,851</b> | <b>10,827,733</b>    | <b>56,197,584</b>              | <b>5,430,070</b>         | <b>61,627,654</b> | <b>60,491,403</b>           | <b>59,701,154</b> |
| <b>4 District Administration</b>                |                   |                      |                                |                          |                   |                             |                   |
| 4.11 Educational Administration                 | 416,165           | 90,024               | 506,189                        | 102,859                  | 609,048           | 617,622                     | 558,515           |
| 4.40 School District Governance                 | 172,147           | 16,754               | 188,901                        | 116,485                  | 305,386           | 363,200                     | 284,051           |
| 4.41 Business Administration                    | 1,176,697         | 253,362              | 1,430,059                      | 347,660                  | 1,777,719         | 1,866,888                   | 1,805,998         |
| <b>Total Function 4</b>                         | <b>1,765,009</b>  | <b>360,140</b>       | <b>2,125,149</b>               | <b>567,004</b>           | <b>2,692,153</b>  | <b>2,847,710</b>            | <b>2,648,564</b>  |
| <b>5 Operations and Maintenance</b>             |                   |                      |                                |                          |                   |                             |                   |
| 5.41 Operations and Maintenance Administration  | 237,587           | 47,270               | 284,857                        | 157,434                  | 442,291           | 396,024                     | 444,391           |
| 5.50 Maintenance Operations                     | 2,698,791         | 721,302              | 3,420,093                      | 1,574,703                | 4,994,796         | 4,910,364                   | 5,014,126         |
| 5.52 Maintenance of Grounds                     | 310,265           | 89,069               | 399,334                        | 342,547                  | 741,881           | 678,298                     | 709,311           |
| 5.56 Utilities                                  | -                 | -                    | -                              | 1,733,291                | 1,733,291         | 1,396,125                   | 1,646,606         |
| <b>Total Function 5</b>                         | <b>3,246,643</b>  | <b>857,641</b>       | <b>4,104,284</b>               | <b>3,807,975</b>         | <b>7,912,259</b>  | <b>7,380,811</b>            | <b>7,814,434</b>  |
| <b>7 Transportation and Housing</b>             |                   |                      |                                |                          |                   |                             |                   |
| 7.41 Transportation and Housing Administration  | 5,029             | 1,041                | 6,070                          | -                        | 6,070             | 6,918                       | 8,275             |
| 7.70 Student Transportation                     | -                 | -                    | -                              | 477,921                  | 477,921           | 511,899                     | 455,781           |
| 7.73 Housing                                    | -                 | -                    | -                              | -                        | -                 | -                           | -                 |
| <b>Total Function 7</b>                         | <b>5,029</b>      | <b>1,041</b>         | <b>6,070</b>                   | <b>477,921</b>           | <b>483,991</b>    | <b>518,817</b>              | <b>464,056</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>50,386,532</b> | <b>12,046,555</b>    | <b>62,433,087</b>              | <b>10,282,970</b>        | <b>72,716,057</b> | <b>71,238,741</b>           | <b>70,628,208</b> |



# School District No. 45 (West Vancouver)

Schedule 3 (Unaudited)

Schedule of Special Purpose Operations

Year Ended June 30, 2018

|   | 2018<br>Budget<br>(Note 17) | 2018<br>Actual          | 2017<br>Actual   |
|---|-----------------------------|-------------------------|------------------|
|   | \$                          | \$                      | \$               |
| <b>Revenues</b>   |                             |                         |                  |
| Provincial Grants   |                             |                         |                  |
| Ministry of Education                                       | 3,975,480                   | <b>3,652,542</b>        | 2,586,431        |
| Other Revenue   | 3,832,380                   | <b>4,446,815</b>        | 4,268,190        |
| Investment Income   |                             | <b>30,924</b>           | 18,483           |
| <b>Total Revenue</b>  | <u>7,807,860</u>            | <u><b>8,130,281</b></u> | <u>6,873,104</u> |
| <b>Expenses</b>   |                             |                         |                  |
| Instruction   | 7,311,739                   | <b>7,505,939</b>        | 6,167,639        |
| Operations and Maintenance                                  | 267,383                     | <b>22,760</b>           | 68,280           |
| <b>Total Expense</b>  | <u>7,579,122</u>            | <u><b>7,528,699</b></u> | <u>6,235,919</u> |
| <b>Special Purpose Surplus (Deficit) for the year</b>       | <u>228,738</u>              | <u><b>601,582</b></u>   | <u>637,185</u>   |
| <b>Net Transfers (to) from other funds</b>                  |                             |                         |                  |
| Tangible Capital Assets Purchased                           | (228,738)                   | <b>(601,582)</b>        | (637,185)        |
| <b>Total Net Transfers</b>                                  | <u>(228,738)</u>            | <u><b>(601,582)</b></u> | <u>(637,185)</u> |
| <b>Total Special Purpose Surplus (Deficit) for the year</b> | <u>-</u>                    | <u>-</u>                | <u>-</u>         |
| <b>Special Purpose Surplus (Deficit), beginning of year</b> |                             |                         | -                |
| <b>Special Purpose Surplus (Deficit), end of year</b>       |                             | <u>-</u>                | <u>-</u>         |

# School District No. 45 (West Vancouver)

Changes in Special Purpose Funds and Expense by Object

Year Ended June 30, 2018

**Deferred Revenue, beginning of year**  
District Entered

**Deferred Revenue, beginning of year, as restated**

**Add:** Restricted Grants  
Provincial Grants - Ministry of Education  
Other  
Investment Income

**Less:** Allocated to Revenue  
Transferred to West Vancouver Community Foundation (external)

**Deferred Revenue, end of year**

**Revenues**  
Provincial Grants - Ministry of Education  
Other Revenue  
Investment Income

**Expenses**  
Salaries  
Teachers  
Principals and Vice Principals  
Educational Assistants  
Support Staff  
Substitutes  
Employee Benefits  
Services and Supplies

**Net Revenue (Expense) before Interfund Transfers**

**Interfund Transfers**  
Tangible Capital Assets Purchased

**Net Revenue (Expense)**

| Annual Facility Grant | Learning Improvement Fund | Special Education Equipment | Scholarships and Bursaries | School Generated Funds | Strong Start | Ready, Set, Learn | OLEP    | CommunityLINK |
|-----------------------|---------------------------|-----------------------------|----------------------------|------------------------|--------------|-------------------|---------|---------------|
| \$                    | \$                        | \$                          | \$                         | \$                     | \$           | \$                | \$      | \$            |
| -                     | -                         | 4,387                       | 379,580                    | 1,741,533              | 3,645        | -                 | -       | -             |
| 267,383               | 231,848                   | -                           | 59,838                     | 3,962,678              | 64,000       | 34,300            | 127,577 | 248,062       |
| 267,383               | 231,848                   | 99                          | 79,447                     | 3,976,365              | 67,645       | 31,885            | 127,577 | 248,062       |
| -                     | -                         | 4,288                       | 198,695                    | 1,750,030              | -            | 2,415             | -       | -             |
| 267,383               | 231,848                   | 99                          | 74,836                     | 3,954,181              | 67,645       | 31,885            | 127,577 | 248,062       |
| 267,383               | 231,848                   | 99                          | 79,447                     | 3,976,365              | 67,645       | 31,885            | 127,577 | 248,062       |
| -                     | 202,836                   | -                           | -                          | -                      | -            | 15,334            | -       | 194,638       |
| 22,760                | 29,012                    | 99                          | 79,447                     | 3,912,103              | 67,645       | 16,551            | 102,062 | 51,094        |
| 22,760                | 231,848                   | 99                          | 79,447                     | 3,912,103              | 67,645       | 31,885            | 127,577 | 248,062       |
| 244,623               | -                         | -                           | -                          | 64,262                 | -            | -                 | -       | -             |
| (244,623)             | -                         | -                           | -                          | (64,262)               | -            | -                 | -       | -             |
| (244,623)             | -                         | -                           | -                          | (64,262)               | -            | -                 | -       | -             |
| -                     | -                         | -                           | -                          | -                      | -            | -                 | -       | -             |

|   | Coding and Curriculum Implementation | Classroom Enhancement Fund - Overhead | Classroom Enhancement Fund - Staffing | School Fund-raising Trusts | Professional Learning Partnership | Shoulder Tappers | TOTAL     |
|---|--------------------------------------|---------------------------------------|---------------------------------------|----------------------------|-----------------------------------|------------------|-----------|
|   | \$                                   | \$                                    | \$                                    | \$                         | \$                                | \$               | \$        |
| <b>Deferred Revenue, beginning of year</b>                    |                                      |                                       |                                       |                            |                                   |                  |           |
| District Entered  | 57,148                               |                                       |                                       | 278,154                    | 10,822                            | 11,546           | 2,129,145 |
| <b>Deferred Revenue, beginning of year, as restated</b>       | 57,148                               | -                                     | -                                     | 278,154                    | 10,822                            | 11,546           | 357,670   |
|   |                                      |                                       |                                       |                            |                                   |                  | 2,486,815 |
| <b>Add:</b>   |                                      |                                       |                                       |                            |                                   |                  |           |
| Restricted Grants   |                                      |                                       |                                       |                            |                                   |                  |           |
| Provincial Grants - Ministry of Education                     |                                      | 349,294                               | 2,267,363                             |                            |                                   |                  | 3,589,827 |
| Other   |                                      |                                       |                                       | 436,152                    |                                   |                  | 4,458,668 |
| Investment Income   |                                      |                                       |                                       | 4,129                      |                                   |                  | 30,924    |
|   | -                                    | 349,294                               | 2,267,363                             | 440,281                    | -                                 | -                | 8,079,419 |
| <b>Less:</b>  |                                      |                                       |                                       |                            |                                   |                  |           |
| Allocated to Revenue  | 57,148                               | 349,294                               | 2,260,055                             | 421,927                    | -                                 | 11,546           | 8,130,281 |
| Transferred to West Vancouver Community Foundation (external) |                                      |                                       |                                       |                            |                                   |                  | 165,887   |
| <b>Deferred Revenue, end of year</b>                          | -                                    | -                                     | 7,308                                 | 296,508                    | 10,822                            | -                | 2,270,066 |
|   |                                      |                                       |                                       |                            |                                   |                  |           |
| <b>Revenues</b>   |                                      |                                       |                                       |                            |                                   |                  |           |
| Provincial Grants - Ministry of Education                     | 57,148                               | 349,294                               | 2,260,055                             |                            |                                   | 11,546           | 3,652,542 |
| Other Revenue   |                                      |                                       |                                       | 417,798                    |                                   |                  | 4,446,815 |
| Investment Income   | 57,148                               | 349,294                               | 2,260,055                             | 421,927                    | -                                 | 11,546           | 8,130,281 |
|   |                                      |                                       |                                       |                            |                                   |                  | 30,924    |
| <b>Expenses</b>   |                                      |                                       |                                       |                            |                                   |                  |           |
| Salaries  |                                      |                                       |                                       |                            |                                   |                  |           |
| Teachers  | 35,165                               |                                       | 1,806,680                             | 9,199                      |                                   | 210              | 1,898,157 |
| Principals and Vice Principals                                |                                      | 83,762                                |                                       |                            |                                   |                  | 83,762    |
| Educational Assistants  |                                      |                                       |                                       |                            |                                   |                  | 376,086   |
| Support Staff   |                                      | 43,832                                |                                       |                            |                                   |                  | 43,832    |
| Substitutes   |                                      |                                       | 20,062                                |                            |                                   |                  | 35,396    |
|   | 35,165                               | 127,594                               | 1,826,742                             | 9,199                      | -                                 | 210              | 2,437,233 |
| Employee Benefits   | 8,170                                | 28,353                                | 433,313                               |                            |                                   |                  | 520,930   |
| Services and Supplies   | 13,813                               | 67,657                                |                                       | 245,721                    |                                   | 11,336           | 4,570,536 |
|   | 57,148                               | 223,604                               | 2,260,055                             | 254,920                    | -                                 | 11,546           | 7,528,699 |
| <b>Net Revenue (Expense) before Interfund Transfers</b>       | -                                    | 125,690                               | -                                     | 167,007                    | -                                 | -                | 601,582   |
|   |                                      |                                       |                                       |                            |                                   |                  |           |
| <b>Interfund Transfers</b>                                    |                                      |                                       |                                       |                            |                                   |                  |           |
| Tangible Capital Assets Purchased                             |                                      | (125,690)                             |                                       | (167,007)                  |                                   | -                | (601,582) |
|   | -                                    | (125,690)                             | -                                     | (167,007)                  | -                                 | -                | (601,582) |
| <b>Net Revenue (Expense)</b>                                  | -                                    | -                                     | -                                     | -                          | -                                 | -                | -         |

# School District No. 45 (West Vancouver)

Schedule 4 (Unaudited)

## Schedule of Capital Operations

Year Ended June 30, 2018

|  | 2018<br>Budget<br>(Note 17) | 2018 Actual                            |                  |                 | 2017<br>Actual |
|--|-----------------------------|--|------------------|-----------------|----------------|
|  |                             | Invested in Tangible<br>Capital Assets | Local<br>Capital | Fund<br>Balance |                |
|  | \$                          | \$                                     | \$               | \$              | \$             |
| <b>Revenues</b>  |                             |  |                  |                 |                |
| Amortization of Deferred Capital Revenue                 | 1,591,499                   | 1,581,297                              |                  | 1,581,297       | 1,555,316      |
| <b>Total Revenue</b>                                     | 1,591,499                   | 1,581,297                              | -                | 1,581,297       | 1,555,316      |
| <b>Expenses</b>  |                             |  |                  |                 |                |
| Amortization of Tangible Capital Assets                  |                             |  |                  |                 |                |
| Operations and Maintenance                               | 2,477,704                   | 2,484,795                              |                  | 2,484,795       | 2,458,880      |
| <b>Total Expense</b>                                     | 2,477,704                   | 2,484,795                              | -                | 2,484,795       | 2,458,880      |
| <b>Capital Surplus (Deficit) for the year</b>            | (886,205)                   | (903,498)                              | -                | (903,498)       | (903,564)      |
| <b>Net Transfers (to) from other funds</b>               |                             |  |                  |                 |                |
| Tangible Capital Assets Purchased                        | 228,738                     | 836,011                                |                  | 836,011         | 645,050        |
| Local Capital  |                             |  | 235,601          | 235,601         | 205,761        |
| <b>Total Net Transfers</b>                               | 228,738                     | 836,011                                | 235,601          | 1,071,612       | 850,811        |
| <b>Other Adjustments to Fund Balances</b>                |                             |  |                  |                 |                |
| Tangible Capital Assets WIP Purchased from Local Capital |                             | 123,394                                | (123,394)        | -               |                |
| <b>Total Other Adjustments to Fund Balances</b>          |                             | 123,394                                | (123,394)        | -               |                |
| <b>Total Capital Surplus (Deficit) for the year</b>      | (657,467)                   | 55,907                                 | 112,207          | 168,114         | (52,753)       |
| <b>Capital Surplus (Deficit), beginning of year</b>      |                             | 26,414,167                             | 262,340          | 26,676,507      | 26,729,260     |
| <b>Capital Surplus (Deficit), end of year</b>            |                             | 26,470,074                             | 374,547          | 26,844,621      | 26,676,507     |

# School District No. 45 (West Vancouver)

Tangible Capital Assets  
Year Ended June 30, 2018

|  | Sites      | Buildings   | Furniture and<br>Equipment | Vehicles | Computer<br>Software | Computer<br>Hardware | Total       |
|--|------------|-------------|----------------------------|----------|----------------------|----------------------|-------------|
|  | \$         | \$          | \$                         | \$       | \$                   | \$                   | \$          |
| <b>Cost, beginning of year</b>                     | 7,721,557  | 99,861,394  | 2,231,756                  | 301,012  | 130,107              | 152,668              | 110,398,494 |
| <b>Changes for the Year</b>                        |            |             |                            |          |                      |                      |             |
| Increase:  |            |             |                            |          |                      |                      |             |
| Purchases from:                                    |            |             |                            |          |                      |                      |             |
| Deferred Capital Revenue - Bylaw                   |            | 3,979,059   | 234,544                    |          |                      |                      | 4,213,603   |
| Deferred Capital Revenue - Other                   |            |             | 18,252                     |          |                      |                      | 18,252      |
| Operating Fund                                     |            | -           | 5,000                      |          |                      | 229,429              | 234,429     |
| Special Purpose Funds                              |            | 513,047     | 46,273                     |          |                      | 42,262               | 601,582     |
|  | -          | 4,492,106   | 304,069                    | -        | -                    | 271,691              | 5,067,866   |
| Decrease:  |            |             |                            |          |                      |                      |             |
| Deemed Disposals                                   |            |             | 537,863                    |          |                      |                      | 537,863     |
|  | -          | -           | 537,863                    | -        | -                    | -                    | 537,863     |
| <b>Cost, end of year</b>                           | 7,721,557  | 104,353,500 | 1,997,962                  | 301,012  | 130,107              | 424,359              | 114,928,497 |
| <b>Work in Progress, end of year</b>               |            | 518,484     |                            |          |                      |                      | 518,484     |
| <b>Cost and Work in Progress, end of year</b>      | 7,721,557  | 104,871,984 | 1,997,962                  | 301,012  | 130,107              | 424,359              | 115,446,981 |
| <b>Accumulated Amortization, beginning of year</b> |            |             |                            |          |                      |                      |             |
| <b>Changes for the Year</b>                        |            |             |                            |          |                      |                      |             |
| Increase: Amortization for the Year                |            | 2,174,981   | 223,175                    | 30,102   | 30,516               | 26,021               | 2,484,795   |
| Decrease:  |            |             |                            |          |                      |                      |             |
| Deemed Disposals                                   |            |             | 537,863                    |          |                      |                      | 537,863     |
|  | -          | -           | 537,863                    | -        | -                    | -                    | 537,863     |
| <b>Accumulated Amortization, end of year</b>       | 51,366,860 | 792,418     | 140,694                    | 108,579  | 70,489               |                      | 52,479,040  |
| <b>Tangible Capital Assets - Net</b>               | 7,721,557  | 53,505,124  | 1,205,544                  | 160,318  | 21,528               | 353,870              | 62,967,941  |

# School District No. 45 (West Vancouver)

Schedule 4B (Unaudited)

Tangible Capital Assets - Work in Progress

Year Ended June 30, 2018

|  | <b>Buildings</b>      | <b>Furniture and<br/>Equipment</b> | <b>Computer<br/>Software</b> | <b>Computer<br/>Hardware</b> | <b>Total</b>          |
|--|-----------------------|------------------------------------|------------------------------|------------------------------|-----------------------|
|  | \$                    | \$                                 | \$                           | \$                           | \$                    |
| <b>Work in Progress, beginning of year</b> | -                     | -                                  | -                            | -                            | -                     |
| <b>Changes for the Year</b>                |                       |                                    |                              |                              |                       |
| Increase:                                  |                       |                                    |                              |                              |                       |
| Deferred Capital Revenue - Bylaw           | 395,090               |                                    |                              |                              | <b>395,090</b>        |
| Local Capital                              | 123,394               |                                    |                              |                              | <b>123,394</b>        |
|  | <u>518,484</u>        | <u>-</u>                           | <u>-</u>                     | <u>-</u>                     | <u><b>518,484</b></u> |
| <b>Net Changes for the Year</b>            | <u>518,484</u>        | <u>-</u>                           | <u>-</u>                     | <u>-</u>                     | <u><b>518,484</b></u> |
| <b>Work in Progress, end of year</b>       | <u><b>518,484</b></u> | <u>-</u>                           | <u>-</u>                     | <u>-</u>                     | <u><b>518,484</b></u> |

**School District No. 45 (West Vancouver)**

Schedule 4C (Unaudited)

Deferred Capital Revenue

Year Ended June 30, 2018

|   | <b>Bylaw<br/>Capital</b> | <b>Other<br/>Provincial</b> | <b>Other<br/>Capital</b> | <b>Total<br/>Capital</b> |
|---|--------------------------|-----------------------------|--------------------------|--------------------------|
|   | <b>\$</b>                | <b>\$</b>                   | <b>\$</b>                | <b>\$</b>                |
| <b>Deferred Capital Revenue, beginning of year</b>    | 31,684,386               | 67,231                      | 1,076,673                | <b>32,828,290</b>        |
| <b>Changes for the Year</b>                           |                          |                             |                          |                          |
| Increase:   |                          |                             |                          |                          |
| Transferred from Deferred Revenue - Capital Additions | 4,213,603                | 18,252                      |                          | <b>4,231,855</b>         |
|   | 4,213,603                | 18,252                      | -                        | <b>4,231,855</b>         |
| Decrease:   |                          |                             |                          |                          |
| Amortization of Deferred Capital Revenue              | 1,536,450                | 6,723                       | 38,124                   | <b>1,581,297</b>         |
|   | 1,536,450                | 6,723                       | 38,124                   | <b>1,581,297</b>         |
| <b>Net Changes for the Year</b>                       | 2,677,153                | 11,529                      | (38,124)                 | <b>2,650,558</b>         |
| <b>Deferred Capital Revenue, end of year</b>          | 34,361,539               | 78,760                      | 1,038,549                | <b>35,478,848</b>        |
| <b>Work in Progress, beginning of year</b>            | -                        | -                           | -                        | -                        |
| <b>Changes for the Year</b>                           |                          |                             |                          |                          |
| Increase  |                          |                             |                          |                          |
| Transferred from Deferred Revenue - Work in Progress  | 395,090                  |                             |                          | <b>395,090</b>           |
|   | 395,090                  | -                           | -                        | <b>395,090</b>           |
| <b>Net Changes for the Year</b>                       | 395,090                  | -                           | -                        | <b>395,090</b>           |
| <b>Work in Progress, end of year</b>                  | 395,090                  | -                           | -                        | <b>395,090</b>           |
| <b>Total Deferred Capital Revenue, end of year</b>    | <b>34,756,629</b>        | <b>78,760</b>               | <b>1,038,549</b>         | <b>35,873,938</b>        |

# School District No. 45 (West Vancouver)

Changes in Unspent Deferred Capital Revenue  
Year Ended June 30, 2018

Schedule 4D (Unaudited)

|   | Bylaw<br>Capital | ME'd<br>Restricted<br>Capital | Other<br>Provincial<br>Capital | Land<br>Capital | Other<br>Capital | Total     |
|---|------------------|-------------------------------|--------------------------------|-----------------|------------------|-----------|
|   | \$               | \$                            | \$                             | \$              | \$               | \$        |
| <b>Balance, beginning of year</b>         | -                | -                             | 3,062                          | -               | -                | 3,062     |
| <b>Changes for the Year</b>               |                  |                               |                                |                 |                  |           |
| Increase:                                 |                  |                               |                                |                 |                  |           |
| Provincial Grants - Ministry of Education | 4,608,693        |                               | 15,190                         |                 |                  | 4,608,693 |
| Provincial Grants - Other                 | 4,608,693        | -                             | 15,190                         | -               | -                | 15,190    |
|   |                  |                               |                                |                 |                  | 4,623,883 |
| Decrease:                                 |                  |                               |                                |                 |                  |           |
| Transferred to DCR - Capital Additions    | 4,213,603        |                               | 18,252                         |                 |                  | 4,231,855 |
| Transferred to DCR - Work in Progress     | 395,090          |                               |                                |                 |                  | 395,090   |
|   | 4,608,693        | -                             | 18,252                         | -               | -                | 4,626,945 |
|   |                  |                               |                                |                 |                  |           |
| <b>Net Changes for the Year</b>           | -                | -                             | (3,062)                        | -               | -                | (3,062)   |
|   |                  |                               |                                |                 |                  |           |
| <b>Balance, end of year</b>               | -                | -                             | -                              | -               | -                | -         |