

Annual Budget

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

June 30, 2019

# School District No. 45 (West Vancouver)

June 30, 2019

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\*NOTE - Statement 1, Statement 3, Statement 5, Schedule 1 and Schedules 4A - 4D are used for Financial Statement reporting only.

## ANNUAL BUDGET BYLAW

A Bylaw of THE BOARD OF EDUCATION OF SCHOOL DISTRICT NO. 45 (WEST VANCOUVER) (called the "Board") to adopt the Annual Budget of the Board for the fiscal year 2018/2019 pursuant to section 113 of the *School Act*, R.S.B.C., 1996, c. 412 as amended from time to time (called the "Act").

1. Board has complied with the provisions of the Act respecting the Annual Budget adopted by this bylaw.
2. This bylaw may be cited as School District No. 45 (West Vancouver) Annual Budget Bylaw for fiscal year 2018/2019.
3. The attached Statement 2 showing the estimated revenue and expense for the 2018/2019 fiscal year and the total budget bylaw amount of \$82,355,936 for the 2018/2019 fiscal year was prepared in accordance with the *Act*.
4. Statement 2, 4 and Schedules 2 to 4 are adopted as the Annual Budget of the Board for the fiscal year 2018/2019.

READ A FIRST TIME THE 15th DAY OF MAY, 2018;

READ A SECOND TIME THE 15th DAY OF MAY, 2018;

READ A THIRD TIME, PASSED AND ADOPTED THE 15th DAY OF MAY, 2018;

( Corporate Seal )

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Chairperson of the Board

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Secretary Treasurer

I HEREBY CERTIFY this to be a true original of School District No. 45 (West Vancouver) Annual Budget Bylaw 2018/2019, adopted by the Board the 15th DAY OF MAY, 2018.

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Secretary Treasurer

# School District No. 45 (West Vancouver)

Statement 2

Annual Budget - Revenue and Expense

Year Ended June 30, 2019

	2019 Annual Budget	2018 Amended Annual Budget
<b>Ministry Operating Grant Funded FTE's</b>		
School-Age	6,892,000	6,898,063
Adult		
Other	135,000	135,812
<b>Total Ministry Operating Grant Funded FTE's</b>	<b>7,027,000</b>	<b>7,033,875</b>
<b>Revenues</b>	<b>\$</b>	<b>\$</b>
Provincial Grants		
Ministry of Education	63,874,522	63,845,645
Other	46,358	45,190
Tuition	9,697,850	9,814,632
Other Revenue	5,385,569	5,497,089
Rentals and Leases	175,000	175,000
Investment Income	180,000	180,000
Amortization of Deferred Capital Revenue	1,667,905	1,584,953
<b>Total Revenue</b>	<b>81,027,204</b>	<b>81,142,509</b>
<b>Expenses</b>		
Instruction	68,380,913	69,518,254
District Administration	2,761,027	2,811,917
Operations and Maintenance	10,200,604	9,925,209
Transportation and Housing	518,769	517,595
<b>Total Expense</b>	<b>81,861,313</b>	<b>82,772,975</b>
<b>Net Revenue (Expense)</b>	<b>(834,109)</b>	<b>(1,630,466)</b>
<b>Budgeted Allocation (Retirement) of Surplus (Deficit)</b>	<b>695,805</b>	<b>1,203,966</b>
<b>Budgeted Surplus (Deficit), for the year</b>	<b>(138,304)</b>	<b>(426,500)</b>
<b>Budgeted Surplus (Deficit), for the year comprised of:</b>		
Operating Fund Surplus (Deficit)		
Special Purpose Fund Surplus (Deficit)		
Capital Fund Surplus (Deficit)	(138,304)	(426,500)
<b>Budgeted Surplus (Deficit), for the year</b>	<b>(138,304)</b>	<b>(426,500)</b>

# School District No. 45 (West Vancouver)

Annual Budget - Revenue and Expense

Year Ended June 30, 2019

	<b>2019</b>	2018 Amended
	<b>Annual Budget</b>	Annual Budget
<b>Budget Bylaw Amount</b>		
Operating - Total Expense	<b>73,340,724</b>	73,262,548
Special Purpose Funds - Total Expense	<b>5,957,757</b>	7,025,613
Special Purpose Funds - Tangible Capital Assets Purchased	<b>494,623</b>	473,361
Capital Fund - Total Expense	<b>2,562,832</b>	2,484,814
<b>Total Budget Bylaw Amount</b>	<b>82,355,936</b>	83,246,336

## Approved by the Board

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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 \_\_\_\_\_

# School District No. 45 (West Vancouver)

Statement 4

Annual Budget - Changes in Net Financial Assets (Debt)

Year Ended June 30, 2019

	<b>2019</b>	2018 Amended
	<b>Annual Budget</b>	Annual Budget
	\$	\$
<b>Surplus (Deficit) for the year</b>	<u>(834,109)</u>	<u>(1,630,466)</u>
<b>Effect of change in Tangible Capital Assets</b>		
Acquisition of Tangible Capital Assets		
From Operating and Special Purpose Funds	(494,623)	(473,361)
From Deferred Capital Revenue	(4,741,763)	(2,700,444)
<b>Total Acquisition of Tangible Capital Assets</b>	<u>(5,236,386)</u>	<u>(3,173,805)</u>
Amortization of Tangible Capital Assets	<u>2,562,832</u>	<u>2,484,814</u>
<b>Total Effect of change in Tangible Capital Assets</b>	<u>(2,673,554)</u>	<u>(688,991)</u>
	<u>-</u>	<u>-</u>
<b>(Increase) Decrease in Net Financial Assets (Debt)</b>	<u><u>(3,507,663)</u></u>	<u><u>(2,319,457)</u></u>

# School District No. 45 (West Vancouver)

Annual Budget - Operating Revenue and Expense  
 Year Ended June 30, 2019

	2019 Annual Budget \$	2018 Amended Annual Budget \$
<b>Revenues</b>		
Provincial Grants		
Ministry of Education	61,072,142	60,179,051
Other	46,358	45,190
Tuition	9,697,850	9,814,632
Other Revenue	1,735,569	1,664,709
Rentals and Leases	175,000	175,000
Investment Income	180,000	180,000
<b>Total Revenue</b>	<b>72,906,919</b>	<b>72,058,582</b>
<b>Expenses</b>		
Instruction	62,445,916	62,537,901
District Administration	2,761,027	2,811,917
Operations and Maintenance	7,615,012	7,395,135
Transportation and Housing	518,769	517,595
<b>Total Expense</b>	<b>73,340,724</b>	<b>73,262,548</b>
<b>Net Revenue (Expense)</b>	<b>(433,805)</b>	<b>(1,203,966)</b>
<b>Budgeted Prior Year Surplus Appropriation</b>	<b>695,805</b>	<b>1,203,966</b>
<b>Net Transfers (to) from other funds</b>		
Local Capital	(262,000)	
<b>Total Net Transfers</b>	<b>(262,000)</b>	<b>-</b>
<b>Budgeted Surplus (Deficit), for the year</b>	<b>-</b>	<b>-</b>

# School District No. 45 (West Vancouver)

Annual Budget - Schedule of Operating Revenue by Source  
Year Ended June 30, 2019

	2019 Annual Budget	2018 Amended Annual Budget
	\$	\$
<b>Provincial Grants - Ministry of Education</b>		
Operating Grant, Ministry of Education	60,117,329	59,080,636
Other Ministry of Education Grants		
Pay Equity	678,422	678,422
Transportation Supplement	84,722	84,722
Return of Administrative Savings		284,472
Carbon Tax Grant	35,022	35,022
FSA	8,187	8,187
Support Staff Benefits		7,590
Increased Enrolment Estimate	148,460	
<b>Total Provincial Grants - Ministry of Education</b>	<b>61,072,142</b>	<b>60,179,051</b>
<b>Provincial Grants - Other</b>	<b>46,358</b>	<b>45,190</b>
<b>Tuition</b>		
Summer School Fees	84,150	84,150
International and Out of Province Students	9,613,700	9,730,482
<b>Total Tuition</b>	<b>9,697,850</b>	<b>9,814,632</b>
<b>Other Revenues</b>		
Miscellaneous		
Elementary Band	112,500	112,500
Specialty Academies	1,223,619	1,089,859
Programs of Choice	379,450	442,350
Miscellaneous	20,000	20,000
<b>Total Other Revenue</b>	<b>1,735,569</b>	<b>1,664,709</b>
<b>Rentals and Leases</b>	<b>175,000</b>	<b>175,000</b>
<b>Investment Income</b>	<b>180,000</b>	<b>180,000</b>
<b>Total Operating Revenue</b>	<b>72,906,919</b>	<b>72,058,582</b>



# School District No. 45 (West Vancouver)

Schedule 2B

Annual Budget - Schedule of Operating Expense by Object  
Year Ended June 30, 2019

	2019 Annual Budget	2018 Amended Annual Budget
	\$	\$
<b>Salaries</b>		
Teachers	30,920,879	31,206,524
Principals and Vice Principals	4,449,701	4,509,678
Educational Assistants	5,280,707	5,556,111
Support Staff	5,146,951	5,311,404
Other Professionals	2,291,346	2,546,602
Substitutes	1,884,319	1,773,664
<b>Total Salaries</b>	<b>49,973,903</b>	<b>50,903,983</b>
<b>Employee Benefits</b>	<b>13,653,037</b>	<b>12,691,378</b>
<b>Total Salaries and Benefits</b>	<b>63,626,940</b>	<b>63,595,361</b>
<b>Services and Supplies</b>		
Services	4,777,041	4,737,742
Student Transportation	546,009	546,009
Professional Development and Travel	969,601	969,601
Rentals and Leases	34,523	34,523
Dues and Fees	334,221	334,221
Insurance	180,700	178,900
Supplies	2,008,793	2,003,295
Utilities	862,896	862,896
<b>Total Services and Supplies</b>	<b>9,713,784</b>	<b>9,667,187</b>
<b>Total Operating Expense</b>	<b>73,340,724</b>	<b>73,262,548</b>

# School District No. 45 (West Vancouver)

Annual Budget - Operating Expense by Function, Program and Object

Year Ended June 30, 2019

	Teachers Salaries	Principals and Vice Principals Salaries	Educational Assistants Salaries	Support Staff Salaries	Other Professionals Salaries	Substitutes Salaries	Total Salaries
	\$	\$	\$	\$	\$	\$	\$
<b>1 Instruction</b>							
1.02 Regular Instruction	23,246,615	2,197,725	755,313	1,351,062	253,561	1,501,838	29,306,114
1.03 Career Programs	46,045		82,742				128,787
1.07 Library Services	720,444	10,659	94,786	33,185			859,074
1.08 Counselling	1,159,724						1,159,724
1.10 Special Education	2,317,079	122,232	4,326,163	12,416	106,293	223,653	7,107,836
1.30 English Language Learning	1,076,251						1,076,251
1.31 Aboriginal Education	27,465						27,465
1.41 School Administration		1,631,145		271,632	213,120		2,115,897
1.60 Summer School	162,336	22,442	20,223	603			205,604
1.61 Continuing Education							-
1.62 International and Out of Province Students	1,736,982	232,298		171,413	295,842		2,436,535
1.64 Other	427,938	31,977	1,480	66,439		12,631	540,465
<b>Total Function 1</b>	<b>30,920,879</b>	<b>4,248,478</b>	<b>5,280,707</b>	<b>1,906,750</b>	<b>868,816</b>	<b>1,738,122</b>	<b>44,963,752</b>
<b>4 District Administration</b>							
4.11 Educational Administration		89,624		42,721	293,734	460	426,539
4.40 School District Governance					172,330		172,330
4.41 Business Administration		111,599		264,041	772,199	678	1,148,517
<b>Total Function 4</b>	<b>-</b>	<b>201,223</b>	<b>-</b>	<b>306,762</b>	<b>1,238,263</b>	<b>1,138</b>	<b>1,747,386</b>
<b>5 Operations and Maintenance</b>							
5.41 Operations and Maintenance Administration				43,658	177,243		220,901
5.50 Maintenance Operations				2,635,089		145,059	2,780,148
5.52 Maintenance of Grounds				254,692			254,692
5.56 Utilities							-
<b>Total Function 5</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>2,933,439</b>	<b>177,243</b>	<b>145,059</b>	<b>3,255,741</b>
<b>7 Transportation and Housing</b>							
7.41 Transportation and Housing Administration					7,024		7,024
7.70 Student Transportation							-
7.73 Housing							-
<b>Total Function 7</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>7,024</b>	<b>-</b>	<b>7,024</b>
<b>9 Debt Services</b>							
9.92 Interest on Bank Loans							-
9.94 Interest on Temporary Borrowing							-
<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>30,920,879</b>	<b>4,449,701</b>	<b>5,280,707</b>	<b>5,146,951</b>	<b>2,291,346</b>	<b>1,884,319</b>	<b>49,973,903</b>

# School District No. 45 (West Vancouver)

Annual Budget - Operating Expense by Function, Program and Object

Year Ended June 30, 2019

	Total Salaries	Employee Benefits	Total Salaries and Benefits	Services and Supplies	2019 Annual Budget	2018 Amended Annual Budget
	\$	\$	\$	\$	\$	\$
<b>1 Instruction</b>						
1.02 Regular Instruction	29,306,114	8,349,936	37,656,050	2,311,923	39,967,973	39,058,880
1.03 Career Programs	128,787	40,222	169,009	4,750	173,759	199,510
1.07 Library Services	859,074	215,966	1,075,040	121,138	1,196,178	1,190,989
1.08 Counselling	1,159,724	263,867	1,423,591		1,423,591	1,295,950
1.10 Special Education	7,107,836	1,805,198	8,913,034	279,064	9,192,098	9,598,796
1.30 English Language Learning	1,076,251	274,401	1,350,652	6,000	1,356,652	1,439,149
1.31 Aboriginal Education	27,465	8,886	36,351	69,429	105,780	108,642
1.41 School Administration	2,115,897	468,145	2,584,042	95,625	2,679,667	2,953,761
1.60 Summer School	205,604	34,800	240,404	7,500	247,904	225,077
1.61 Continuing Education	-	-	-	-	-	-
1.62 International and Out of Province Students	2,436,535	713,893	3,150,428	1,667,230	4,817,658	5,064,610
1.64 Other	540,465	124,761	665,226	619,430	1,284,656	1,402,537
<b>Total Function 1</b>	<b>44,963,752</b>	<b>12,300,075</b>	<b>57,263,827</b>	<b>5,182,089</b>	<b>62,445,916</b>	<b>62,537,901</b>
<b>4 District Administration</b>						
4.11 Educational Administration	426,539	98,354	524,893	136,541	661,434	668,466
4.40 School District Governance	172,330	18,569	190,899	83,021	273,920	264,725
4.41 Business Administration	1,148,517	267,194	1,415,711	409,962	1,825,673	1,878,726
<b>Total Function 4</b>	<b>1,747,386</b>	<b>384,117</b>	<b>2,131,503</b>	<b>629,524</b>	<b>2,761,027</b>	<b>2,811,917</b>
<b>5 Operations and Maintenance</b>						
5.41 Operations and Maintenance Administration	220,901	45,816	266,717	198,866	465,583	447,113
5.50 Maintenance Operations	2,780,148	833,612	3,613,760	1,597,983	5,211,743	4,864,937
5.52 Maintenance of Grounds	254,692	87,581	342,273	287,250	629,523	765,360
5.56 Utilities	-	-	-	1,308,163	1,308,163	1,317,725
<b>Total Function 5</b>	<b>3,255,741</b>	<b>967,009</b>	<b>4,222,750</b>	<b>3,392,262</b>	<b>7,615,012</b>	<b>7,395,135</b>
<b>7 Transportation and Housing</b>						
7.41 Transportation and Housing Administration	7,024	1,836	8,860		8,860	7,686
7.70 Student Transportation	-	-	-	509,909	509,909	509,909
7.73 Housing	-	-	-	-	-	-
<b>Total Function 7</b>	<b>7,024</b>	<b>1,836</b>	<b>8,860</b>	<b>509,909</b>	<b>518,769</b>	<b>517,595</b>
<b>9 Debt Services</b>						
9.92 Interest on Bank Loans	-	-	-	-	-	-
9.94 Interest on Temporary Borrowing	-	-	-	-	-	-
<b>Total Function 9</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total Functions 1 - 9</b>	<b>49,973,903</b>	<b>13,653,037</b>	<b>63,626,940</b>	<b>9,713,784</b>	<b>73,340,724</b>	<b>73,262,548</b>

# School District No. 45 (West Vancouver)

Schedule 3

Annual Budget - Special Purpose Revenue and Expense  
Year Ended June 30, 2019

	<b>2019</b>	2018 Amended
	<b>Annual Budget</b>	Annual Budget
	\$	\$
<b>Revenues</b>		
Provincial Grants		
Ministry of Education	2,802,380	3,666,594
Other Revenue	3,650,000	3,832,380
<b>Total Revenue</b>	<b>6,452,380</b>	7,498,974
<b>Expenses</b>		
Instruction	5,934,997	6,980,353
Operations and Maintenance	22,760	45,260
<b>Total Expense</b>	<b>5,957,757</b>	7,025,613
<b>Net Revenue (Expense)</b>	<b>494,623</b>	473,361
<b>Net Transfers (to) from other funds</b>		
Tangible Capital Assets Purchased	(494,623)	(473,361)
<b>Total Net Transfers</b>	<b>(494,623)</b>	(473,361)
<b>Budgeted Surplus (Deficit), for the year</b>	<b>-</b>	-

# School District No. 45 (West Vancouver)

Annual Budget - Changes in Special Purpose Funds

Year Ended June 30, 2019

	Annual Facility Grant	Learning Improvement Fund	Special Education Equipment	Scholarships and Bursaries	School Generated Funds	Strong Start	Ready, Set, Learn	OLEP	CommunityLINK
	\$	\$	\$	\$	\$	\$		\$	\$
<b>Deferred Revenue, beginning of year</b>	-	-	3,387	383,580	1,779,295	-	-	-	-
<b>Add:</b> Restricted Grants									
Provincial Grants - Ministry of Education	267,383	232,999				64,000	34,300	127,577	251,839
Other				50,000	3,500,000				
Investment Income				4,000	10,000				
	267,383	232,999	-	54,000	3,510,000	64,000	34,300	127,577	251,839
<b>Less:</b> Allocated to Revenue	267,383	232,999	3,387	50,000	3,300,000	64,000	34,300	127,577	251,839
<b>Deferred Revenue, end of year</b>	-	-	-	<b>387,580</b>	<b>1,989,295</b>	-	-	-	-
<b>Revenues</b>									
Provincial Grants - Ministry of Education	267,383	232,999	3,387			64,000	34,300	127,577	251,839
Other Revenue				50,000	3,300,000				
	267,383	232,999	3,387	50,000	3,300,000	64,000	34,300	127,577	251,839
<b>Expenses</b>									
Salaries									
Teachers								25,515	18,605
Educational Assistants		174,749							170,274
Other Professionals							21,253		
	-	174,749	-	-	-	-	21,253	25,515	188,879
Employee Benefits		58,250					5,313	6,378	62,960
Services and Supplies	22,760		3,387	50,000	3,200,000	64,000	7,734	95,684	
	22,760	232,999	3,387	50,000	3,200,000	64,000	34,300	127,577	251,839
<b>Net Revenue (Expense) before Interfund Transfers</b>	244,623	-	-	-	100,000	-	-	-	-
<b>Interfund Transfers</b>									
Tangible Capital Assets Purchased	(244,623)				(100,000)				
	(244,623)	-	-	-	(100,000)	-	-	-	-
<b>Net Revenue (Expense)</b>	-	-	-	-	-	-	-	-	-

# School District No. 45 (West Vancouver)

Annual Budget - Changes in Special Purpose Funds

Year Ended June 30, 2019

	Classroom Enhancement Fund - Overhead	Classroom Enhancement Fund - Staffing	School Fundraising Trusts	Professional Learning Partnership	Shoulder Tappers	TOTAL
	\$	\$	\$	\$	\$	\$
<b>Deferred Revenue, beginning of year</b>	-	-	379,654	680	11,125	2,557,721
<b>Add:</b> Restricted Grants						
Provincial Grants - Ministry of Education		1,809,090				2,787,188
Other			400,000			3,950,000
Investment Income			1,500			15,500
	-	1,809,090	401,500	-	-	6,752,688
<b>Less:</b> Allocated to Revenue	-	1,809,090	300,000	680	11,125	6,452,380
<b>Deferred Revenue, end of year</b>	-	-	<b>481,154</b>	-	-	<b>2,858,029</b>
<b>Revenues</b>						
Provincial Grants - Ministry of Education		1,809,090		680	11,125	2,802,380
Other Revenue			300,000			3,650,000
	-	1,809,090	300,000	680	11,125	6,452,380
<b>Expenses</b>						
Salaries						
Teachers		1,356,818			8,344	1,409,282
Educational Assistants						345,023
Other Professionals						21,253
	-	1,356,818	-	-	8,344	1,775,558
Employee Benefits		452,272			2,781	587,954
Services and Supplies			150,000	680		3,594,245
	-	1,809,090	150,000	680	11,125	5,957,757
<b>Net Revenue (Expense) before Interfund Transfers</b>	-	-	150,000	-	-	494,623
<b>Interfund Transfers</b>						
Tangible Capital Assets Purchased			(150,000)			(494,623)
	-	-	(150,000)	-	-	(494,623)
<b>Net Revenue (Expense)</b>	-	-	-	-	-	-

# School District No. 45 (West Vancouver)

Schedule 4

Annual Budget - Capital Revenue and Expense  
Year Ended June 30, 2019

	2019 Annual Budget			2018 Amended Annual Budget
	Invested in Tangible Capital Assets	Local Capital	Fund Balance	
	\$	\$	\$	\$
<b>Revenues</b>				
Amortization of Deferred Capital Revenue	1,667,905		<b>1,667,905</b>	1,584,953
<b>Total Revenue</b>	<b>1,667,905</b>	-	<b>1,667,905</b>	1,584,953
<b>Expenses</b>				
Amortization of Tangible Capital Assets				
Operations and Maintenance	2,562,832		<b>2,562,832</b>	2,484,814
<b>Total Expense</b>	<b>2,562,832</b>	-	<b>2,562,832</b>	2,484,814
<b>Net Revenue (Expense)</b>	<b>(894,927)</b>	-	<b>(894,927)</b>	(899,861)
<b>Net Transfers (to) from other funds</b>				
Tangible Capital Assets Purchased	494,623		<b>494,623</b>	473,361
Local Capital		262,000	<b>262,000</b>	
<b>Total Net Transfers</b>	<b>494,623</b>	<b>262,000</b>	<b>756,623</b>	473,361
<b>Other Adjustments to Fund Balances</b>				
<b>Total Other Adjustments to Fund Balances</b>	-	-	-	
<b>Budgeted Surplus (Deficit), for the year</b>	<b>(400,304)</b>	<b>262,000</b>	<b>(138,304)</b>	(426,500)