

Public Notice – Education Committee of the Whole Public Meeting

A public meeting of the Board of Education for School District 62 (Sooke) **will be held on April 23, 2024, at 6:00 pm.**

Please note that all Public Board and Committee meetings are now held in person at the District School Board Office, located at 3143 Jacklin Road, Victoria.

Furthermore, the meeting will be livestreamed via MS teams, to encourage more public participation. To join the in meeting please click here: [Education Committee of the Whole | Sooke School District \(sd62.bc.ca\)](https://sd62.bc.ca) and click **Follow Link**.

To guide you, the following is information on how to join a live event in MS Teams.

<https://support.office.com/en-us/article/attend-a-live-event-in-teams-a1c7b989-ebb1-4479-b750-c86c9bc98d84>

- Anyone who has the link can attend the online meeting without logging in to MS Teams.
- Members of the public have the opportunity to ask questions related to agenda items discussed at the meeting:
 - Select the **Q&A**  function on the right side of the screen.
 - When asking a question using the Q&A function, please identify yourself. **Anonymous questions will not be responded to.**
 - A reminder for Stakeholder groups to use the **Q&A** function.
 - Members of the media can direct their questions to the Communications Manager at School District 62 for response following the meeting.



If you have questions regarding the meeting and how to access it that aren't answered in the link above please email info@sd62.bc.ca. See link for upcoming and previous Board and Committee meetings [Public Meetings | Sooke School District \(sd62.bc.ca\)](#) materials.



**COMMITTEE OF THE WHOLE
PUBLIC MEETING
By Live Event
April 23, 2024 – 6:00 p.m.**

AGENDA

- 1. CALL TO ORDER AND ACKNOWLEDGEMENT OF FIRST NATIONS TERRITORIES**
We are honoured to be meeting on the traditional territories of the Coast Salish, specifically Esquimalt Nation, Songhees Nation, and acknowledge the three nations SD62 works with directly in our schools: Sc'ianew Nation, and T'Sou-ke Nation; including the West Coast Pacheedaht Nation, Nuuchahnulth. (words gifted by the three nations SD62 works with)
- 2. COMMITTEE REPORT**
- 3. PRESENTATIONS**
 - 3.1 Standing Delegations (STA, CUPE, PVP, SPEAC, Students) – 5 minutes each
 - 3.2 Delegations (Members of the Public) – 2 minutes each
- 4. BUSINESS**
 - 4.1 24/25 Budget Plan – Harold Cull ([page 3](#))

Recommended Motion: That the Board of Education of School District 62 (Sooke) give first reading to the 2024/25 Annual Budget Bylaw, specifying a total of \$221,123,327.
- 5. ADJOURNMENT**



Board Info Note Committee of the Whole Meeting April 23, 2024

Agenda Item: 4.1 – 24/25 Budget Plan

Background

- The District has been working through the 24/25 Budget Development process since the middle of February and staff have now drafted a recommended plan for the Board of Education (BoE) to review and debate on April 30th and May 28th
- Based on feedback received from partners and the community, the Executive have developed the proposed budget plan noted above and summarized in the following documents:
 - 1) **24/25 Annual Budget Bylaw** – the formal Ministry document that outlines the total budget amount and the three readings conducted by the BoE
 - 2) **Summary of budget bylaw changes from 23/24 to 24/25** – a one-page summary, by fund, of the changes from the 23/24 Amended Budget to the proposed 24/25 Annual Budget
 - 3) **24/25 Draft Financial Plan** – a user friendly summary of the District’s multi-year budget with an emphasis on the 24/25 school year. Ensures compliance with the Board’s *Policy F-334 Financial Planning & Reporting*
 - 4) **Summary of Budget Engagement Feedback** – summarized highlights of the feedback received from the public survey on transportation fees and strategic plan priorities conducted in March and April
 - 5) **24/25 Annual Budget Template** – the Ministry’s budget document that is required to be submitted, per the School Act, by June 30 of each year

Budget Principles/Assumptions

- At the beginning of the budget development process, the Board approved the following budget principles and assumptions to be used in developing the 24/25 budget:

Budget Principles

- Budget decisions will be based on the existing Strategic Plan goals;
- Input from the District partners and Leadership Team will help shape 24/25 funding levels; and
- The annual budget process will be informed by the multi-year budget estimates on a 3-year rolling cycle.

Budget Assumptions

- The provincial funding formula will remain the same and be based on per FTE funding;
- Domestic enrolment will continue to grow, and current staffing levels (above CA requirements) will be partially used to address this growth;
- Staff will create multiple data points to consider when developing the domestic enrolment estimates to strengthen the process; and
- All negotiated/approved salary increases will be funded.

Budget Growth/Revenues & Pressures

- The District continues to grow at a brisk pace as staff are estimating the District will grow from 12,750 Standard Enrolment FTEs in 23/24 to 13,065 FTEs when the 24/25 school year opens in September (increase of 315 FTEs or 2.5%)
- From an operating grant perspective, this is a funding increase of approximately \$7.963 m as noted below

✓ Enrolment growth = 315 (165) FTEs or 2.5%

Operating Grant – non restricted	4,128,864
Operating Grant - Inclusive Education	3,226,060
Operating Grant - Na'tsa'maht Indigenous Education	131,220
Operating Grant - ELL	378,230
Operating Grant - Indigenous Education Council	98,549
Operating Grant Increase	7,962,923

- Staff are also estimating an increase in Interest and Rental revenue of \$510,000 for a total projected revenue increase of \$8.473 m

- The main reasons for this unfunded pressure:

Inflation and Growth

Inflation

- Two inflationary drivers for the District are **employee benefits** (\$1.800 m) and **utilities** (\$.600 m)
- The estimated increased costs for employee benefits is the product of cost (inflation) and use (growth)
- The higher benefit costs are consistent throughout the province as is the use by employees
- A portion of the increased use can be attributed to the pandemic as staff are requiring increased services as we continue to recover as a society
- Utility costs are also up as a result of price (inflation) and usage (growth/need)
- A strategy used to ensure we meet our social responsibilities as a District is to replace gas/diesel boilers with electric air handling units
- The new units result in better emissions but greater electricity use
- Through this year’s budget development process, the Ministry has confirmed that it is unable to fund Districts for inflation in the upcoming fiscal year
- This has been the consistent practice for several years and was manageable for Districts when inflation rates hovered around 2%
- Recently as inflation rates have been significantly higher, it has become increasingly challenging to address the inflationary impacts on our budget
- The inflation issue was addressed during the Resources Committee meeting in September where trustees supported staff looking at revenue options to address inflation
- The following table was provided in September to highlight possible options to consider (without knowing the full context of the budget challenges):

OPTION	WHAT	ESTIMATED NET REVENUE INCREASE \$ IMPACT
International Program	Raise the tuition fee from \$14,250 to \$14,750.	\$125,000
Rental Revenues		
Facility Rentals	Rate increase of 5% (FY23=approx. \$500,000)	\$25,000
Fees for Service		
Re-instate Bus Fees	Re-instate bus fees (\$200) on out-of-catchment riders (approx. 1,200 riders) and raise the per rider fee annually.	\$240,000

- In addition to the growth impacts on benefits noted above, the District will be receiving less funding from the Ministry for our Unique Geographic Factor as summarized below

**TABLE 6
SUPPLEMENT FOR UNIQUE GEOGRAPHIC FACTORS - SUMMARY**

Fiscal Year	Small Community Supplement	Low Enrolment Factor	Rural Factor	Climate Factor	Sparseness Factor	Student Location Factor	Supplemental Student Location Factor	Total Unique Geographic Factors Funding
23/24	425,435	326,071	986,784	156,476	2,740	2,257,103	693,000	4,847,609
24/25	333,154	259,673	1,122,559	178,006	2,033	1,744,785	786,000	4,426,210
Change	(92,281)	(66,398)	135,775	21,530	(707)	(512,318)	93,000	(421,399)

**TABLE 6f
SUPPLEMENT FOR UNIQUE GEOGRAPHIC FACTORS – STUDENT LOCATION FACTOR**

The Student Location Factor provides funding to districts based on standard school enrolment and the school-age population density of communities within that district.

The Student Location Factor is calculated as follows:

- The community clusters as determined in the Small Community Supplement calculation are used
- The school-age population density according to the 2011 Census, Statistics Canada is identified for each community cluster
- The number of school-age FTE enrolled in standard schools from the previous school year is weighted according to the cluster’s school-age population density:

School-Age Population Density		Regional Centre or a District not eligible for Rural Factor (1)	Eligible for Small Community Supplement (2)	Neither (1) nor (2)	Both (1) and (2)
Greater or Equal to	Less Than				
0	18	1.5	4	4	4
18	50	0.5	1	1	1
50	85	0.25	1	0.5	0.5
85	200	0.05	1	0.1	0.1
200	1,000	0.02	0.5	0.04	0.04

- Exceptions to the above table are applied:
 - Where elementary enrolment for a community cluster exceeds the elementary-age population for that community according to the 2011 Census and the community is not a Regional Centre or the district is not eligible for the Rural Factor, the weighting is doubled. This exception does not apply to school districts that are not eligible for the Rural Factor.
 - For communities where there is no secondary enrolment, the nearest community with secondary enrolment has been identified, along with all other neighbouring communities without secondary enrolment. In such cases, the weighting for the community with secondary enrolment is modified by the proportional weightings of the non-secondary clusters based on enrolment.
- For every weighted elementary FTE, \$292.86 is provided and for every weighted secondary FTE, \$390.48 is provided.
- A district base amount of \$50,000 is provided to every district with fewer than 500 FTE enrolled in standard schools during the previous school year.

March 2024

Denotes changes

14

- Trying to interpret the funding formula is sometimes difficult but staff feel that the changes in this portion of funding is because that our urban schools are growing and we are adding more schools which is having a negative impact on our levels of funding provided by the Ministry

- There are several factors (positive and negative) that impact the District's budget but at a high level, the estimated unfunded budget pressures can be summarized as:

Increased benefit costs	\$1.800 m
Increased Utility costs	\$.600 m
Reduction in Unique Geographic funding	<u>\$.400 m</u>
Total Estimated Budget Pressure	\$2.800 m or 1.75%

- As highlighted below, given the growth of \$8.473 m and the unfunded pressures of \$2.800 m, the net increase to the spending power of the District is \$5.673 m

What is the net impact to the 24/25 budget?

Gross Revenue Increase:	\$8.473 m or 5.2%
Budget Pressures:	<u>(\$2.800 m)</u>
Net Revenue Increase:	\$5.673 m or 3.5%

Results in reallocation of \$2.800 m of growth for unfunded pressures

Executive's Recommended Plan

- Based on the estimated pressure of \$2.800 m or 1.75% of the operating budget, the Executive have taken input from the following groups when coming up with a recommended plan to address the pressure:
 - Na'tsa'maht Education Council
 - Public partner groups through 2 surveys
 - Employee and parent partner groups
 - Leadership Team
 - Resources Committee
- The plan is based on a balanced approach between revenues and expenditures
- For the expenditure reallocation/reduction options, a balanced approach between employee groups has also been suggested in order to minimize the impacts on classrooms
- On the detailed sheet below, the Executive is recommending twelve (12) separate options for the Board to consider
- The sum of these recommendations total \$3.267 m allowing the Board some flexibility when choosing the options to approve

- As noted above, the Executive has taken a balanced approach in recommending options for the Board to consider as summarized on the following tables:

Summary Table				22-23 Share
		\$	%	
Teacher Salaries		822,000	25.16%	56%
PVP Salaries		175,000	5.36%	10%
Support Staff Salaries		1,212,527	37.12%	28%
Other Professionals Salaries		325,000	9.95%	6%
STAFFING		\$ 2,534,527	77.59%	
Transportation fees		432,000	13.23%	
Services & Supplies		300,000	9.18%	
Total Reduction Plan		\$ 3,266,527	100.00%	

Mitigation Strategy		Employee Group	Operationalization Details	Net \$ Impact
#	Description			
S22	School Clerical - eliminate elementary itinerant	CUPE	Eliminate the itinerant staff that supports large elementary schools	96,187
T1	Transportation Fees - all riders	Fees	Fee of \$300/rider assuming 60% payment and 15% withdrawal rate	432,000
S21	ECEs pilot project	CUPE	Elimination of full (11FTEs) program	588,000
S18	Exempt Reduction	Exempt	Reduction of 3 FTEs	325,000
T17	Reduce urban routes	CUPE	Reduce 5 urban routes where safe routes are available	326,087
S29	Custodial reduction	CUPE	Reduction of ~2 FTEs thereby increasing M ² of coverage	150,000
S13	PVP - district reduction	PVP	Reduction of 1 FTE through attrition	175,000
S25	Library Assistants	CUPE	15% reduction of current \$348,000 budget	52,253
S7	Department Teacher coordinators	STA	Reduction of 3 FTEs	360,000
S1	Over-ratio teachers (counsellors)	STA	Reduce growth in over ratio Counselling by 1.37 FTEs	164,400
S1	District Support Teachers	STA	Reduce district wide support Teachers	297,600
	Department service & supply budgets	Services/Supplies	Prorated share of Executive service and supply budgets	300,000
				3,266,527

Plan Impact on Financial Reserve

- As noted in the Budget Principles, the budget decisions need to be informed by the multi-year estimates as outlined on the following table:

School District #Six Two Estimated Year End Reserve Amounts

Fiscal Year	Enrolment Estimate	\$ (m)	%
24/25	165	2.636	1.53%
25/26	306	2.636	1.50%
26/27	415	2.636	1.46%

- These estimates, subject to change as the Board makes their decision(s), are based on the long-range enrolment estimates and the assumption that the future growth will be sufficient to address the ongoing inflationary pressures and other anticipated costs thereby keeping the reserve \$ amount constant
- Readers should note that the Board's Reserve Policy indicates the District should maintain a 2% unrestricted reserve to address any unforeseen circumstances (**currently, staff are estimating to end the 23/24 school year with a reserve of \$1.613 m or .97%**)
- Once the Board passes the budget, staff will be looking for a Board motion allowing for a reserve amount different from the policy stated 2%, if applicable

Summary

- Using the Principles and Assumptions approved by the Board and the Priorities identified by our partners and students, the Executive have created the attached budget plan for the 24/25 school year
- This plan will be the basis for the discussion, with our partner groups, at the April 23rd Committee of the Whole meeting and will be formally presented to the Board at their April 30th meeting for review and debate
- Staff will be available at both meetings to provide greater detail on the proposed plan and to answer any questions that may arise
- As with any Committee meeting, staff are looking for Committee support of the following motion going forward to the Board meeting for consideration and debate:

Recommended Motion: That the Board of Education of School District 62 (Sooke) give first reading to the 2024/25 Annual Budget Bylaw, specifying a total of \$221,123,327.

- Once the motion is proposed and seconded at the April 30th meeting, the Board will then be able to debate the recommended plan and the ultimate amount of the Annual Budget Bylaw

Prepared by: Harold Cull, Secretary Treasurer

School District #Six Two
 24/25 Budget Development
 Budget Plan Proposal for BoE Consideration

Strat Pan	Mitigation Strategy		Employee Group	Operationalization Details	Net \$ Impact
	#	Description			
G3/O2	S22	School Clerical - eliminate elementary itinerant	CUPE	Eliminate the itinerant staff that supports large elementary schools	96,187
G3/O4	T1	Transportation Fees - all riders	Fees	Fee of \$300/rider assuming 60% payment and 15% withdrawal rate	432,000
L1/O3	S21	ECES pilot project	CUPE	Elimination of full (11FTEs) program	588,000
G3/O1	S18	Exempt Reduction	Exempt	Reduction of 3 FTEs	325,000
G3/O4	T17	Reduce urban routes	CUPE	Reduce 5 urban routes where safe routes are available	326,087
G3/O2	S29	Custodial reduction	CUPE	Reduction of ~2 FTEs thereby increasing M ² of coverage	150,000
L1/O4	S13	PVP - district reduction	PVP	Reduction of 1 FTE through attrition	175,000
L1	S25	Library Assistants	CUPE	15% reduction of current \$348,000 budget	52,253
L1	S7	Department Teacher coordinators	STA	Reduction of 3 FTEs	360,000
E2/O4	S1	Over-ratio teachers (counsellors)	STA	Reduce growth in over ratio Counselling by 1.37 FTEs	164,400
L1	S1	District Support Teachers	STA	Reduce district wide support Teachers	297,600
G3/O2		Department service & supply budgets	Services/Supplies	Prorated share of Executive service and supply budgets	300,000
					3,266,527

Summary Table		22-23 Share	
	\$	%	
Teacher Salaries	822,000	25.16%	56%
PVP Salaries	175,000	5.36%	10%
Support Staff Salaries	1,212,527	37.12%	28%
Exempt Salaries	325,000	9.95%	6%
STAFFING	\$ 2,534,527	77.59%	
Transportation fees	432,000	13.23%	
Services & Supplies	300,000	9.18%	
Total Reduction Plan	\$ 3,266,527	100.00%	



DRAFT

Sooke School District 2024-2027 Financial Plan



TERRITORIAL ACKNOWLEDGEMENT

We acknowledge the traditional territories of the Coast Salish: T'Sou-ke Nation and Sc'ianew Nation and Nuuchah-nulth: Pacheedaht Nation. We also recognize some of our schools reside on the traditional territory of the Esquimalt Nation and Songhees Nation.

EXECUTIVE SUMMARY

The Sooke School District Board of Education is pleased to present this Financial Plan identifying the resources required to deliver on our Strategic Plan 2021-2025. This plan offers a multi-year perspective on our financial framework, projecting revenues and expenditures over the next three fiscal years (2024 to 2027).

Our budget narrative reflects a dynamic financial landscape. While we strive to meet our operational needs, we face challenges such as inflation and the growing capital needs of our district. Through extensive consultations with our partner and stakeholder groups, we have identified the following priorities for the remainder of our Strategic Plan:

- Literacy and numeracy
- Mental health and wellness
- Growth

As one of the province's fastest-growing school districts, our plan aims to meet the intricate financial demands of an organization serving over 13,000 students and employing over 2,000 staff.

For further insights into our district, including details on traditional territories, the Board of Education and the Strategic Plan, we invite you to explore our website at www.sd62.bc.ca.

Aligned with our Strategic Plan, this document reflects our commitment to listening our community's needs while effectively managing our finite resources.



HOW DOES THE BOARD CREATE THE BUDGET?

The Board has established a comprehensive budget process that ensures:

- The priorities of the Strategic Plan are properly funded;
- A transparent process that includes partner and public input through communication and consultation;
- Decisions are reported back to the public and partner groups; and
- Compliance with the School Act, collective agreements, Board policy, and other regulatory requirements.

BUDGET TIMELINES

As per the School Act, the Board must adopt an annual budget on or before June 30 of each year for the next fiscal year. The District starts the budget process in early January with the first reading of the budget planned for April. Through the Resources Committee, a special Committee of the Whole meeting in April, public Board Meetings, and communication through the District website and social media, the process is transparent and provides multiple consultation opportunities for partner and public input.

Month	Executive	Leadership Team	Resource Committee	Board Meetings
January	Highlight the operating grant recalculation details	Jan 10 – review the 23/24 recalculated operating grant	Jan 16 – review the 23/24 recalculated operating grant	Jan 23 – review the 23/24 recalculated operating grant
February	Confirm 24/25 (Year 4) Operational Plan work	Feb 7 – Identify proposed costs for Operational Plan	Feb 13 – Review & input on draft Operational Plan work	Feb 20 – Partner presentations Feb 27 – Review & input on draft Operational Plan
March	Draft Budget based on Operational Plan	Mar 6 – Review and prioritize activities on the Operational Plan	Mar 6 – Review & input on draft Operational Plan priorities	Mar 12 – Review & input on draft Operational Plan priorities
April	Finalize Budget for presentation	Apr 10 – Review and input on draft Budget	Apr 16 – Review and input on draft Budget	April 23 – Committee of the Whole April 30 – 1 st reading of the Budget
May	Revise Budget (if applicable)	May 1 – Review revised Budget (if applicable)	May 14 – Review and input on revised Budget (if applicable)	May 28 – 2 nd and 3 rd readings of the Budget

BUDGETING STRATEGIC PRIORITIES

With the Strategic Plan as our guiding document, we initiated a comprehensive consultation process involving district partners and the broader community. Through these consultations, a series of critical priorities were identified. As we remain steadfast in our commitment to executing the strategic initiatives outlined in our plan, it's essential to highlight the top three priorities that surfaced from our consultation process:

PRIORITY	ACTION
Mental Health and Wellness	Continue to develop, expand and implement a culture of wellness. (Engagement Objective 4)
Literacy and Numeracy	Provide opportunities for learners to develop critical and creative thinking skills. (Learning Objective 2)
Growth	Build and maintain spaces and resources that support our creative and critical learning, and our culture of belonging. (Growth Objective 2)



BUDGET FUND TYPES

The District's Budget is comprised of three separate Funds: Operating Fund, Special Purpose Fund, and Capital Fund. The District's total budget bylaw amount includes expenses and asset purchases from all funds. The Operating Fund is where the majority of the District's expenses are reported and is driven by domestic and international student enrolment.

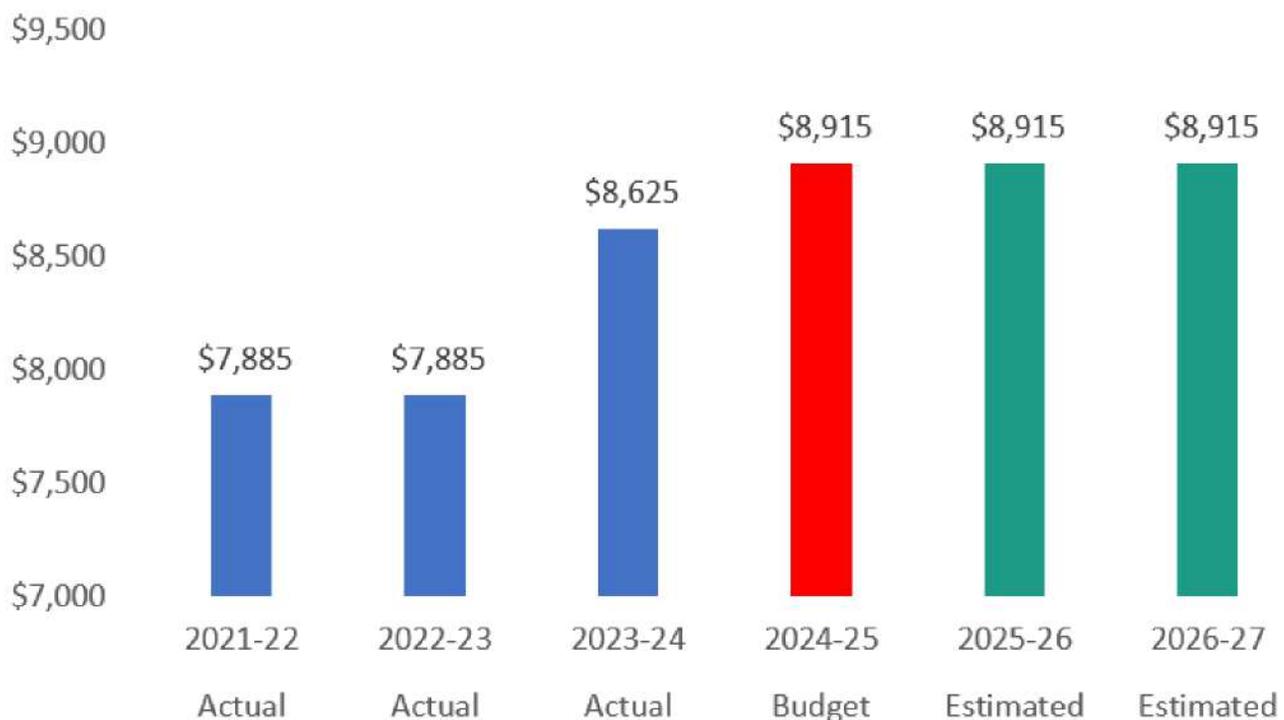
OPERATING FUND	SPECIAL PURPOSE FUND	CAPITAL FUND
<p>Revenue</p> <ul style="list-style-type: none"> • Operating Grant Revenue • International Revenue • Other Revenue <p>Expenditures</p> <ul style="list-style-type: none"> • Instruction • District Administration • Operations and Maintenance • Transportation 	<ul style="list-style-type: none"> • Classroom Enhancement Fund (CEF) • Annual Facilities Grant (AFG) • School Food Programs • Community Link • Academies • School Generated Funds 	<ul style="list-style-type: none"> • New Schools • School Enhancement Programs (HVAC, Roofing Upgrades) • Seismic Mitigation Projects • Bus Purchases • Playgrounds • Land Purchases



OPERATING GRANT ALLOCATION

In March 2024, the Ministry announced an increase to the basic per-student Operating Grant allocation by approximately 3.4% from a standard (regular) FTE funding allocation of \$8,625 to \$8,915. This increase is to fund the labour settlements for District staff. In April 2024, the provincial government announced that the District's unionized employees will get the maximum (1.00%) cost-of-living adjustment (COLA) for their year 3 wage increase. Since this was announced after the basic allocation was determined, it is estimated that the 1.00% COLA will be applied to the allocation in 2025/26. Since the current collective agreements are set to end June 30, 2025 and future increases are not known at this time, there are no additional estimated increases for 2025-26 and 2026-27.

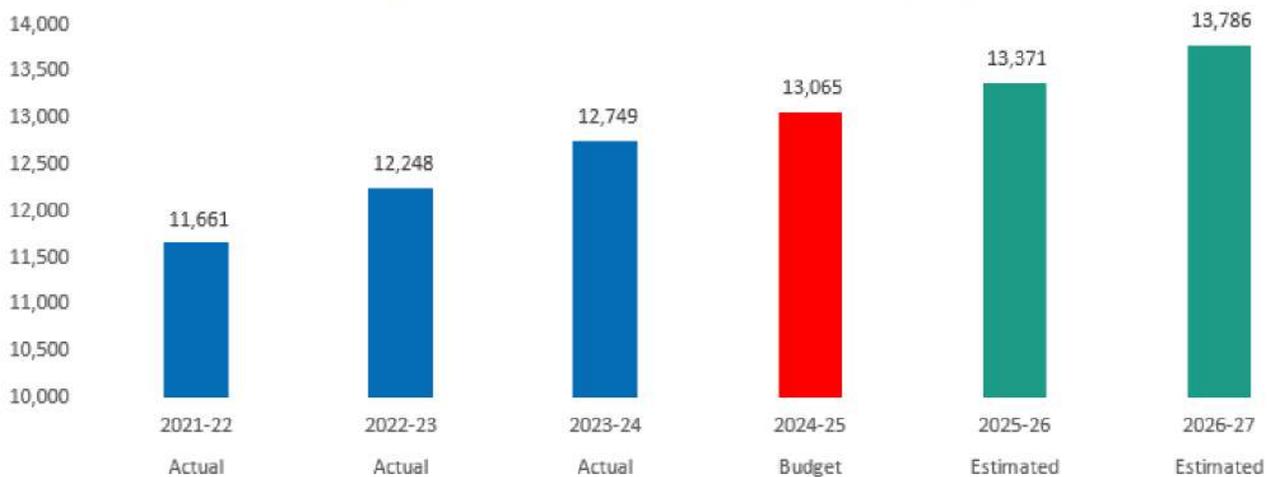
Per Student Allocation - Standard (Regular) FTE



SEPTEMBER K-12 STANDARD ENROLMENT

The chart below shows 3 years of historical September K-12 Standard Enrolment, and the projected enrolment for the next 3 years. At 13,065 FTE in 2024/25, enrolment is expected to increase by 316 FTE over the prior year which is 4% of the anticipated total 7,719 FTE enrolment growth across the province. Based on the updated District Long-range Facilities Plan, enrolment is expected to increase by a further 721 FTE in the subsequent two years.

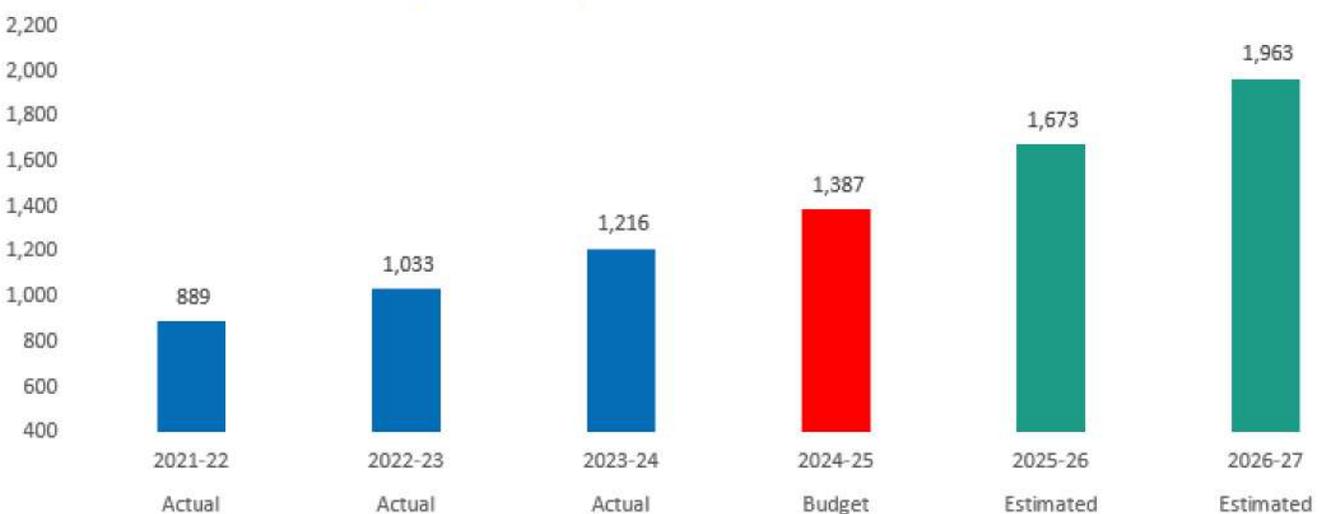
September K-12 Standard Enrolment (FTE)



SEPTEMBER SPECIAL NEEDS ENROLMENT

School districts also receive supplemental funding in the Operating Grant for those students with special needs in order to provide additional supports and resources. The enrolment count of students with special needs is reported in September and February. At 1,192 FTE in 2024/25, the chart below shows a budgeted increase of 171 FTE (14%) from the prior year and a further 576 FTE estimated increase in the subsequent two years.

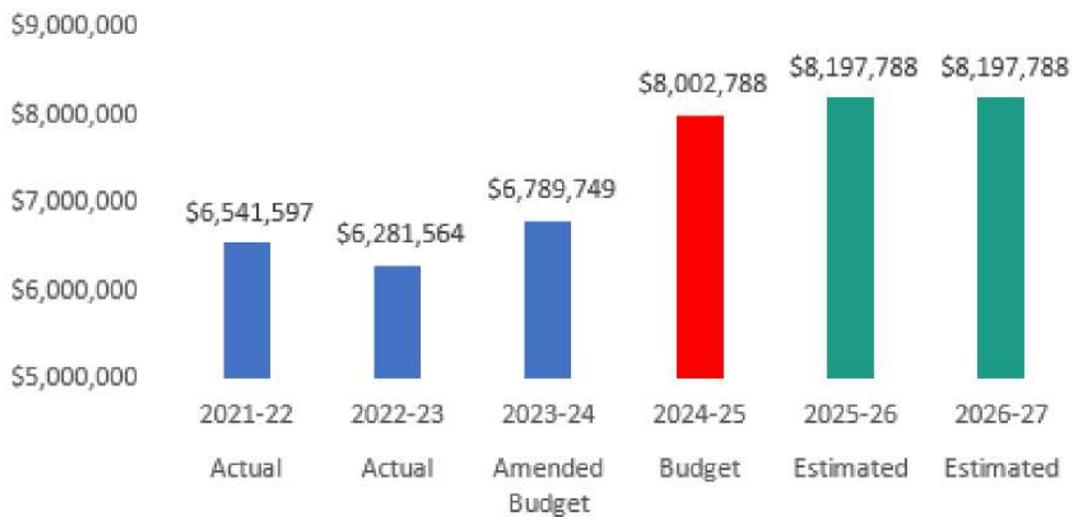
September Special Needs Level 1-3 (FTE)



INTERNATIONAL STUDENT PROGRAM

The International Student Program generates additional tuition revenue separate from the Operating Grant and helps fund existing infrastructure and services elsewhere in the District. Due to post pandemic impacts the market has become increasingly competitive as school districts across the country struggle to maintain International Student Program enrolment. As a result, the projected enrolment is estimated to increase by 10 FTE to 260 FTE in 2024/25 and remain static at 260 FTE for the subsequent two years. Additionally, pay for program cost increases the tuition rates are increasing by \$750 per FTE to \$15,000 in 2024-25, and another \$750 to \$15,750 in 2025-26. As the tuition rates have yet to be set for 2026-27, they are estimated to remain the same as the prior year.

International Student Program Revenues



OPERATING FUND EXPENSES

Staffing levels take various factors into consideration including student and educational needs, funding availability, enrolment growth, and organizational capacity. As student enrolment is projected to increase so will staffing levels. For the 2025/26 to 2026/27 years, teacher staffing increases assume additions at a 1 to 24 teacher to student ratio. Staffing for educational assistants are still to be determined (TBD) as plans on how to utilize the Operating Grant's special needs supplemental funding for 2024/25 and subsequent years are still being finalized.

The District will continue to grow in other areas, but for the 2025/26 year, the additional support staff, principal and vice principal, only reflect the needs of the new SCIANEW STEETKEE Elementary school in South Langford.

Staffing Chart – Total FTE – Operating

	Actual 2021-22	Actual 2022-23	Amended Budget 2023-24	Budget 2024-25	Estimated 2025-26	Estimated 2026-27
Teachers*	592	611	654	655	668	685
Principals and Vice Principals	66	71	72	71	73	73
Educational Assistants	360	392	449	TBD	TBD	TBD
Support Staff	270	273	283	262	265	265
Other Professionals	47	49	51	48	48	48
Total	1,335	1,396	1,509	1,036	1,054	1,071

*Total teachers (including CEF) for Budget 2024-25 is 864 FTE

Staffing Chart – Year over Year Changes in Total FTE – Operating

	Actual 2022-23	Amended Budget 2023-24	Budget 2024-25	Estimated 2025-26	Estimated 2026-27
Teachers*	19	43	1	13	17
Principals and Vice Principals	5	1	(1)	2	-
Educational Assistants	32	57	TBD	TBD	TBD
Support Staff	3	10	(21)	3	-
Other Professionals	2	2	(3)	-	-
Total	61	113	(24)	18	17

*Total teachers (including CEF) year over year increase for Budget 2024-25 is approximately 16 FTE

All labour settlement impacts known as of March 2024 and released through the Operating Grant have been incorporated into the 2024/25 Budget. The details regarding the cost of living adjustment (COLA) of 1.00% in 2024/25 have yet to be released by the Ministry so have not be included. No salary increases have been assumed for the future years as the collective agreements for unionized employees are set to expire June 30, 2025.

INTERFUND TRANSFERS AND CAPITAL PLANNING

When capital assets are purchased with operating funds, they must be transferred from the Operating Fund to the Capital Fund in order to be properly capitalized and amortized (expensed) over the life of the asset. This transfer is reflected as an inter-fund transfer.

Consistent with the prior two fiscal years, the District has budgeted another \$350,000 towards the construction of the new SCIANEW STELITKEL Elementary School in South Langford.

The response from the Ministry to the District's 2024-25 Annual Five-Year Capital Plan submission did not include support for any new expansion program capital projects. Despite the additions of the new SCIANEW STELITKEL Elementary School and 18 prefabricated classrooms at David Cameron Elementary and Ruth King Elementary, the District is anticipating continued space challenges in the future as a result of the estimated future growth.

Head Count vs Seats



ACCUMULATED OPERATING SURPLUS

The use of the operating surplus enables the Board to engage in long-term planning, mitigate financial risk and support consistent services. The Board has a policy to maintain a contingency of 2% of operating expenses.



MULTI-YEAR OPERATING FUND FINANCIAL PLAN SUMMARY

The following table is a detailed financial plan summary for the Operating Fund. It considers the projected enrolment and related effects on staffing and expenditures, interfund transfers, and the Accumulated Operating Surplus.

	Actual 2022/2023	Amended Budget 2023/2024	Budget 2024/2025	Estimated 2025/2026	Estimated 2025/2026
Revenues					
Provincial Grants					
Ministry of Education and Child Care	136,376,916	153,091,639	161,793,043	169,201,613	178,666,818
Other	22,599	141,000	141,000	141,000	141,000
Tuition	6,361,744	6,914,769	8,092,788	8,287,788	8,287,788
Other Revenue	1,470,144	1,048,757	1,839,122	1,839,122	1,839,122
Rentals and Leases	492,358	502,500	512,500	512,500	512,500
Investment Income	1,051,952	835,971	853,875	853,875	853,875
Total Operating Revenue	145,775,713	162,534,636	173,232,328	180,835,898	190,301,103
Salaries					
Teachers	53,900,943	60,976,908	64,294,218	66,233,561	68,514,940
Principals and Vice Principals	9,619,843	10,460,864	10,498,675	10,793,675	10,793,675
Educational Assistants	13,651,316	16,458,734	19,269,966	22,962,356	27,510,595
Support Staff	13,494,106	15,509,574	15,279,517	15,483,257	15,483,257
Other Professionals	5,344,305	5,996,389	5,808,016	5,808,016	5,808,016
Substitutes	6,091,382	6,178,277	6,241,498	6,241,498	6,241,498
Total Salaries	102,101,895	115,580,746	121,391,890	127,522,363	134,351,981
Employee Benefits					
Employee Benefit Rate (as a % of Total Salaries)	26.184,315	29,783,165	32,487,986	34,132,429	35,960,233
	25.65%	25.77%	26.76%	26.77%	26.77%
Services and Supplies					
Services	7,110,704	7,326,240	7,835,669	7,882,669	7,929,669
Professional Development and Travel	1,099,322	1,066,164	1,140,112	1,140,112	1,140,112
Rentals and Leases	468,644	308,858	308,858	308,858	308,858
Dues and Fees	172,174	166,956	167,956	167,956	167,956
Insurance	493,447	487,651	577,651	577,651	577,651
Supplies	5,410,031	6,295,180	6,555,562	6,437,216	6,997,999
Utilities	1,958,813	1,815,844	2,390,844	2,640,844	2,840,844
Bad Debt	26,942	25,800	25,800	25,800	25,800
Total Services and Supplies	16,740,077	17,492,693	19,002,452	19,181,106	19,988,889
Total Operating Expense	145,026,287	162,856,604	172,882,328	180,835,898	190,301,103
Net Revenue (Expense)	749,426	(321,968)	350,000	-	-
Interfund Transfers					
Tangible Capital Assets Purchased and Work in Progress	(746,705)	(2,704,100)	-	-	-
Local Capital	(350,000)	(350,000)	(350,000)	-	-
Total Interfund Transfers	(1,096,705)	(3,054,100)	(350,000)	-	-
Total Operating Surplus (Deficit), for the year	(347,279)	(3,376,068)	-	-	-
Operating Surplus, beginning of year	5,576,128	5,228,849	1,852,781	1,852,781	1,852,781
Total Operating Surplus (Deficit), for the year	(347,279)	(3,376,068)	-	-	-
Operating Surplus, end of year	5,228,849	1,852,781	1,852,781	1,852,781	1,852,781
Operating Surplus, end of year					
Restricted for future capital cost-sharing	-	-	-	-	-
Internally Restricted Operating Surplus	3,626,088	-	-	-	-
Unrestricted Operating Surplus (Contingency)	1,602,761	1,852,781	1,852,781	1,852,781	1,852,781
Total Operating Surplus, end of year	5,228,849	1,852,781	1,852,781	1,852,781	1,852,781
Contingency as % of Operating Expense	1.11%	1.14%	1.07%	1.02%	0.97%



SPECIAL PURPOSE FUNDS

Contributions restricted from an external party are reported as Special Purpose Funds (SPF). The annual funding received varies from year to year and the funding is not always confirmed at the time that the budget is prepared. The more significant SPF of the District include the Classroom Enhancement Fund (CEF), Learning Improvement Fund (LIF), Community LINK, Official Languages in Education French Programs (OLEP), Strong Start, Academies, School Generated Funds, and the new Feeding Futures Fund.

CAPITAL FUNDS

The Capital Fund includes capital expenditures for land, buildings, buses and other tangible capital assets that are funded from the Ministry capital grants, local capital, the Operating Fund, and Special Purposes Funds.

The 2024/25 budget includes \$29.6 million in anticipated total capital additions that are to be amortized (expensed) over the useful life of the asset.

Some of the more significant capital projects include:

- Expansion Program (EXP) – \$22.3 million for the prefabricated classrooms at David Cameron Elementary and Ruth King Elementary
- School Enhancement Program (SEP) – \$0.85 million for a HVAC upgrade at Willway Elementary and \$0.45 million for roofing upgrades at Crystal View Elementary
- Carbon Neutral Capital Program (CNCP) – \$0.5 million for energy upgrades at John Muir Elementary
- Playground Equipment Program (PEP) – \$0.195 million for a new playground at John Muir Elementary

Finally, at approximately \$5.1 million, the new childcare centre at Colwood Elementary is expected to be completed in 2024/25.



SUMMARY OF BUDGET BYLAW CHANGES

Summary of Budget Bylaw Changes 23-24 Amended Budget to 24-25 Budget (in \$ millions)

Type	Strat Plan Link	FTEs	Operating	SPF	Capital	Total
23/24 Amended Budget (net of carry overs)			163.149	33.657	13.502	210.309
Inflation and Growth						
Inclusive Education Services (net of labour settlement)	L3	TBD	3.226			3.226
Na'tsa'maht Indigenous Education	E2	TBD	0.131			0.131
Indigenous Education Councils	E2		0.099			0.099
English Language Learners (ELL) support	L1	TBD	0.078			0.078
Staffing:						
Total Labour Settlement (all employee groups)	E1		2.552	0.510		3.061
Additional Teachers	L2	22.70	0.914			0.914
Services & Supplies:						
Program Review - AFG salaries	G3		0.300			0.300
Pressures - increments, reserve policy, pro d	G2		1.976			1.976
Employee Benefits	G2		1.794			1.794
Utilities	G2		0.575			0.575
Ratios - enrolment driven service and supplies	E1		0.142			0.142
International Program inflation	L1		1.178			1.178
Other:						
Amortization Expense	G2				0.222	0.222
Reallocation Strategies						
Itinerant elementary school based clerical	G3	-2.00	-0.099			-0.099
Custodial: ratio adjustments	G3	-2.00	-0.150			-0.150
Early Childhood Educators pilot project	L1	-11.00	-0.605			-0.605
Library Assistants reduction	L1	-0.75	-0.052			-0.052
Reduction of bus routes in urban areas	G3	-5.00	-0.326			-0.326
Exempt staff reduction	G3	-3.00	-0.353			-0.353
Principal / Vice Principal reduction	L1	-1.00	-0.175			-0.175
Department Teacher Coordinators reduction	L1	-3.00	-0.360			-0.360
Over-ratio Teachers reduction	E2	-1.37	-0.164			-0.164
District-wide support Teachers reduction	L1	-2.48	-0.298			-0.298
Department service and supply budgets	G3		-0.300			-0.300
24/25 Budget			173.232	34.167	13.724	221.123

Education Committee of the Whole Meeting April 23, 2024

Agenda Item: 4.1 – 24/25 Budget Development Survey Results

Background

- As part of the 24/25 Budget Development process, staff engaged with the public asking for a priority ranking of objectives under each Strategic plan goal
- The survey was opened on March 15th and closed on April 5th
- Here is a summary of the # of responses:

Student – 40

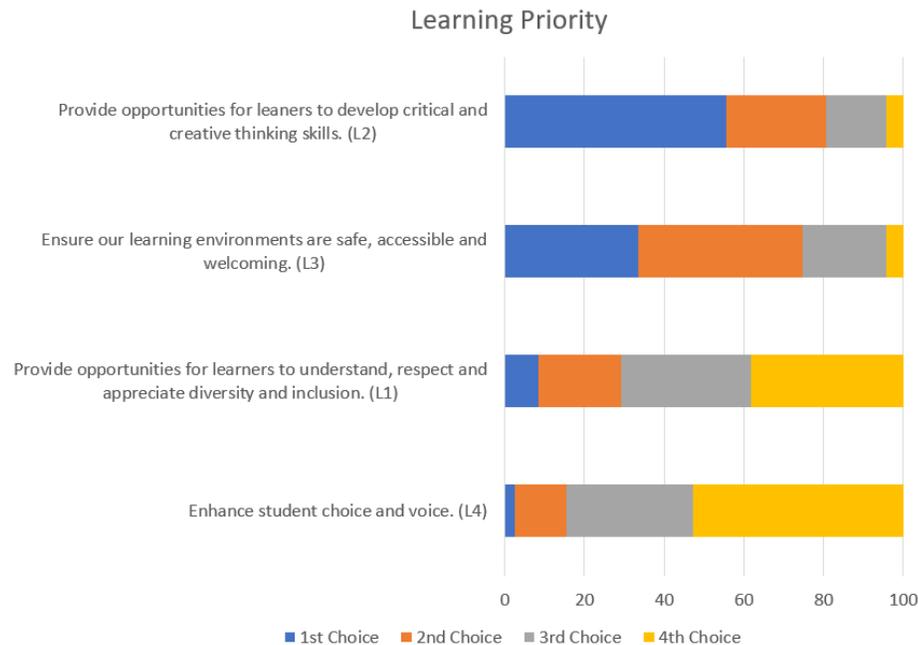
Staff – 83

Parent/Guardian – 852

Community Member – 57

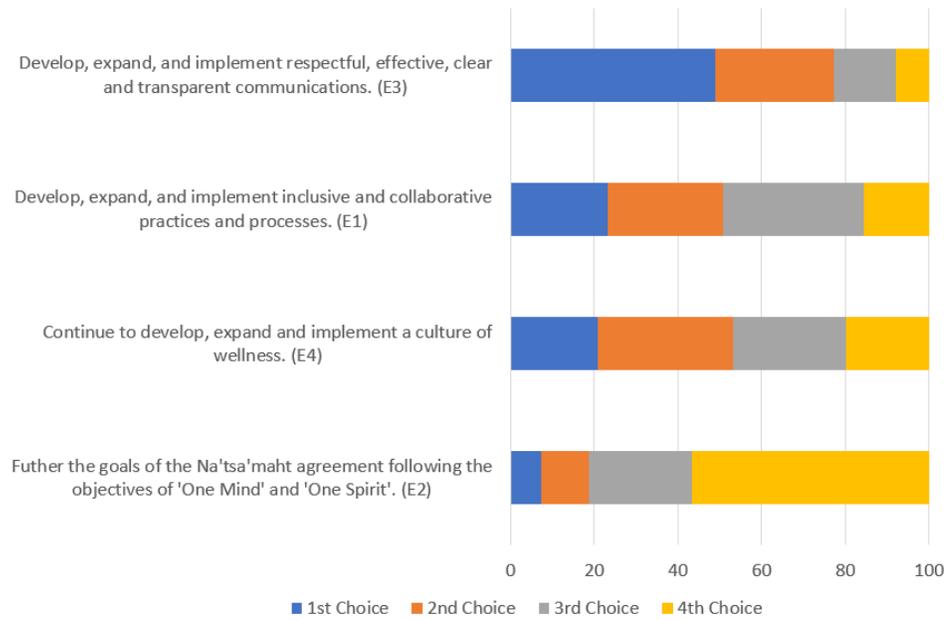
Total 912 (some will fall under more than one category and only counted once)

Learning



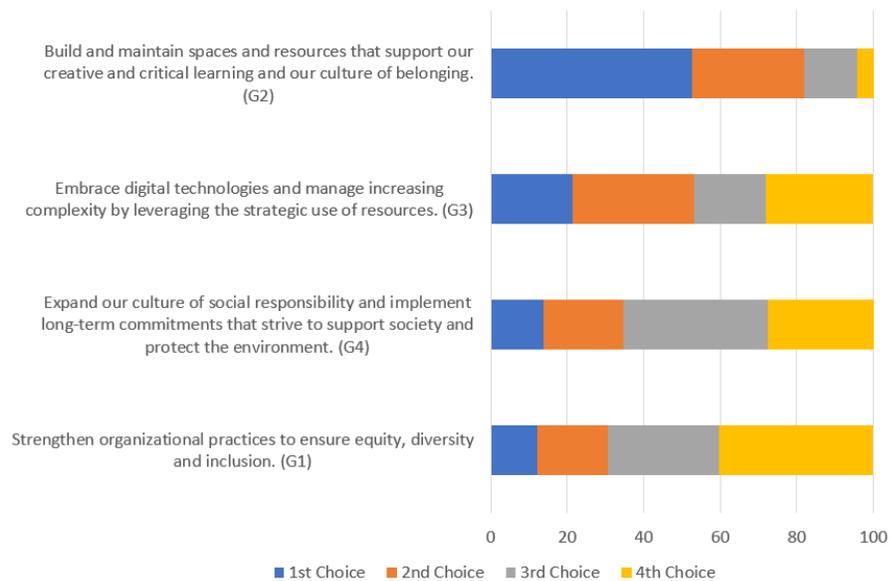
Engagement

Engagement Priority



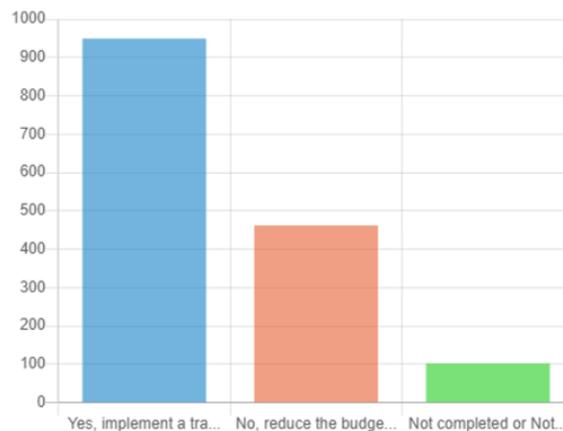
Growth

Growth Priority



- Also, as part of the budget development process, staff asked the community about using transportation fees as a tool to offset some of the unfunded budget pressures
- Below is a table of the 1,444 responses received

Response	Count	Percentage
Yes	949	65.70%
No	457	31.66%
Not Completed/Applicable	38	2.63%
Total	1444	100.00%



Summary

- In the development of the recommended plan to address the budget shortfall, the Executive have taken into consideration the feedback from the survey with the understanding that the survey process is not perfect
- As expected, the priority areas identified in the survey are fairly consistent with the objectives that receive the most funding
- Therefore, it is difficult to insulate all of the proposed reductions/reallocations to areas that have been identified as priorities

Prepared by: Harold Cull, Secretary-Treasurer

Annual Budget

School District No. 62 (Sooke)

June 30, 2025

School District No. 62 (Sooke)

June 30, 2025

Table of Contents

Bylaw	1
Annual Budget - Revenue and Expense - Statement 2	2
Annual Budget - Changes in Net Financial Assets (Debt) - Statement 4	4
Annual Budget - Operating Revenue and Expense - Schedule 2	5
Schedule 2A - Annual Budget - Schedule of Operating Revenue by Source	6
Schedule 2B - Annual Budget - Schedule of Operating Expense by Object	7
Schedule 2C - Annual Budget - Operating Expense by Function, Program and Object	8
Annual Budget - Special Purpose Revenue and Expense - Schedule 3	10
Schedule 3A - Annual Budget - Changes in Special Purpose Funds	11
Annual Budget - Capital Revenue and Expense - Schedule 4	14

*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. 62 (SOOKE) (called the "Board") to adopt the Annual Budget of the Board for the fiscal year 2024/2025 pursuant to section 113 of the *School Act*, R.S.B.C., 1996, c. 412 as amended from time to time (called the "Act").

1. The Board has complied with the provisions of the *Act*, Ministerial Orders, and Ministry of Education and Child Care Policies respecting the Annual Budget adopted by this bylaw.
2. This bylaw may be cited as School District No. 62 (Sooke) Annual Budget Bylaw for fiscal year 2024/2025.
3. The attached Statement 2 showing the estimated revenue and expense for the 2024/2025 fiscal year and the total budget bylaw amount of \$221,123,327 for the 2024/2025 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 2024/2025.

READ A FIRST TIME THE 30th DAY OF APRIL, 2024;

READ A SECOND TIME THE 28th DAY OF MAY, 2024;

READ A THIRD TIME, PASSED AND ADOPTED THE 28th DAY OF MAY, 2024;

Chairperson of the Board

(Corporate Seal)

Secretary Treasurer

I HEREBY CERTIFY this to be a true original of School District No. 62 (Sooke) Annual Budget Bylaw 2024/2025, adopted by the Board the _____ DAY OF _____, 2024.

Secretary Treasurer

School District No. 62 (Sooke)

Annual Budget - Revenue and Expense
Year Ended June 30, 2025

	2025 Annual Budget	2024 Amended Annual Budget
Ministry Operating Grant Funded FTE's		
School-Age	13,620,500	13,233,625
Adult	19,500	24,375
Total Ministry Operating Grant Funded FTE's	13,640,000	13,258,000
Revenues	\$	\$
Provincial Grants		
Ministry of Education and Child Care	193,275,752	184,604,978
Other	141,000	265,490
Tuition	8,092,788	6,914,749
Other Revenue	6,026,722	6,424,267
Rentals and Leases	512,500	502,500
Investment Income	878,875	885,942
Amortization of Deferred Capital Revenue	11,197,272	10,992,151
Amortization of Deferred Capital Revenue - For Lease	61,477	61,477
Total Revenue	220,186,386	210,651,554
Expenses		
Instruction	181,963,544	173,447,555
District Administration	7,343,442	7,413,399
Operations and Maintenance	27,695,086	26,493,296
Transportation and Housing	3,771,255	4,539,638
Total Expense	220,773,327	211,893,888
Net Revenue (Expense)	(586,941)	(1,242,334)
Budgeted Allocation (Retirement) of Surplus (Deficit)		3,376,088
Budgeted Surplus (Deficit), for the year	(586,941)	2,133,754
Budgeted Surplus (Deficit), for the year comprised of:		
Operating Fund Surplus (Deficit)		
Special Purpose Fund Surplus (Deficit)		
Capital Fund Surplus (Deficit)	(586,941)	2,133,754
Budgeted Surplus (Deficit), for the year	(586,941)	2,133,754

School District No. 62 (Sooke)

Annual Budget - Revenue and Expense
Year Ended June 30, 2025

	2025 Annual Budget	2024 Amended Annual Budget
Budget Bylaw Amount		
Operating - Total Expense	172,882,328	162,856,604
Operating - Tangible Capital Assets Purchased		2,704,100
Special Purpose Funds - Total Expense	34,166,984	35,534,985
Capital Fund - Total Expense	13,724,015	13,502,299
Capital Fund - Tangible Capital Assets Purchased from Local Capital	350,000	350,000
Total Budget Bylaw Amount	221,123,327	214,947,988

Approved by the Board

Signature of the Chairperson of the Board Date

Signature of the Superintendent Date

Signature of the Chief Financial Officer Date

DRAFT

School District No. 62 (Sooke)

Annual Budget - Changes in Net Financial Assets (Debt)

Year Ended June 30, 2025

	2025 Annual Budget	2024 Amended Annual Budget
	\$	\$
Surplus (Deficit) for the year	<u>(586,941)</u>	<u>(1,242,334)</u>
Effect of change in Tangible Capital Assets		
Acquisition of Tangible Capital Assets		
From Operating and Special Purpose Funds		(2,704,100)
From Local Capital	<u>(350,000)</u>	<u>(350,000)</u>
Total Acquisition of Tangible Capital Assets	<u>(350,000)</u>	<u>(3,054,100)</u>
Amortization of Tangible Capital Assets	<u>12,134,213</u>	<u>11,912,497</u>
Total Effect of change in Tangible Capital Assets	<u>11,784,213</u>	<u>8,858,397</u>
	<u>-</u>	<u>-</u>
(Increase) Decrease in Net Financial Assets (Debt)	<u><u>11,197,272</u></u>	<u><u>7,616,063</u></u>

School District No. 62 (Sooke)
Annual Budget - Operating Revenue and Expense
Year Ended June 30, 2025

	2025 Annual Budget	2024 Amended Annual Budget
	\$	\$
Revenues		
Provincial Grants		
Ministry of Education and Child Care	161,793,043	153,091,639
Other	141,000	141,000
Tuition	8,092,788	6,914,749
Other Revenue	1,839,122	1,048,757
Rentals and Leases	512,500	502,500
Investment Income	853,875	835,971
Total Revenue	173,232,328	162,534,616
Expenses		
Instruction	148,133,437	138,249,447
District Administration	7,343,442	7,413,399
Operations and Maintenance	14,229,059	13,379,682
Transportation and Housing	3,176,390	3,814,076
Total Expense	172,882,328	162,856,604
Net Revenue (Expense)	350,000	(321,988)
Budgeted Prior Year Surplus Appropriation		3,376,088
Net Transfers (to) from other funds		
Tangible Capital Assets - Work in Progress		(2,704,100)
Local Capital	(350,000)	(350,000)
Total Net Transfers	(350,000)	(3,054,100)
Budgeted Surplus (Deficit), for the year	-	-

School District No. 62 (Sooke)

Annual Budget - Schedule of Operating Revenue by Source
Year Ended June 30, 2025

	2025 Annual Budget	2024 Amended Annual Budget
	\$	\$
Provincial Grants - Ministry of Education and Child Care		
Operating Grant, Ministry of Education and Child Care	161,382,708	149,697,605
ISC/LEA Recovery	(572,717)	(572,717)
Other Ministry of Education and Child Care Grants		
Pay Equity	931,052	931,052
Funding for Graduated Adults	40,000	40,000
Student Transportation Fund	-	358,365
FSA Scorer Grant	12,000	12,000
Labour Settlement Funding	-	2,625,334
Total Provincial Grants - Ministry of Education and Child Care	161,793,043	153,091,639
Provincial Grants - Other	141,000	141,000
Tuition		
Continuing Education	90,000	90,000
International and Out of Province Students	8,002,788	6,824,749
Total Tuition	8,092,788	6,914,749
Other Revenues		
Funding from First Nations	572,717	572,717
Miscellaneous		
Grants for Crossing Guards	70,000	70,000
Rebates	51,000	51,000
SGF Discretionary	200,000	200,000
Transportation Safety Fees	80,000	80,000
Miscellaneous	75,040	75,040
Bus Fees	790,365	
Total Other Revenue	1,839,122	1,048,757
Rentals and Leases	512,500	502,500
Investment Income	853,875	835,971
Total Operating Revenue	173,232,328	162,534,616

School District No. 62 (Sooke)

Annual Budget - Schedule of Operating Expense by Object
Year Ended June 30, 2025

	2025 Annual Budget	2024 Amended Annual Budget
	\$	\$
Salaries		
Teachers	64,294,218	60,976,908
Principals and Vice Principals	10,498,675	10,460,864
Educational Assistants	19,269,966	16,458,734
Support Staff	15,279,517	15,509,574
Other Professionals	5,808,016	5,996,389
Substitutes	6,241,498	6,178,277
Total Salaries	121,391,890	115,580,746
Employee Benefits	32,487,986	29,783,165
Total Salaries and Benefits	153,879,876	145,363,911
Services and Supplies		
Services	7,835,669	7,326,240
Professional Development and Travel	1,140,112	1,066,164
Rentals and Leases	308,858	308,858
Dues and Fees	167,956	166,956
Insurance	577,651	487,651
Supplies	6,555,562	6,295,180
Utilities	2,390,844	1,815,844
Bad Debt	25,800	25,800
Total Services and Supplies	19,002,452	17,492,693
Total Operating Expense	172,882,328	162,856,604

School District No. 62 (Sooke)

Annual Budget - Operating Expense by Function, Program and Object

Year Ended June 30, 2025

	Teachers Salaries	Principals and Vice Principals Salaries	Educational Assistants Salaries	Support Staff Salaries	Other Professionals Salaries	Substitutes Salaries	Total Salaries
	\$	\$	\$	\$	\$	\$	\$
1 Instruction							
1.02 Regular Instruction	53,960,447	279,173	163,368	1,999,433	471,946	4,585,190	61,459,557
1.03 Career Programs	191,744			169,508		34,680	395,932
1.07 Library Services	611,618			280,087		6,634	898,339
1.08 Counselling	1,995,664					1,157	1,996,821
1.10 Inclusive Education	4,748,353	302,763	18,688,406	178,275	1,376,481	678,683	25,972,961
1.30 English Language Learning	941,636			244,688		32,640	1,218,964
1.31 Indigenous Education	642,729	298,661	418,192	107,098		32,679	1,499,359
1.41 School Administration		9,135,012		2,849,821		250,487	12,235,320
1.61 Continuing Education				31,325			31,325
1.62 International and Out of Province Students	1,190,590	321,200		411,340			1,923,130
Total Function 1	64,282,781	10,336,809	19,269,966	6,271,575	1,848,427	5,622,150	107,631,708
4 District Administration							
4.11 Educational Administration		161,866			961,418		1,123,284
4.40 School District Governance					147,500		147,500
4.41 Business Administration	11,437			605,035	2,339,306	96,602	3,052,380
Total Function 4	11,437	161,866	-	605,035	3,448,224	96,602	4,323,164
5 Operations and Maintenance							
5.41 Operations and Maintenance Administration				134,974	165,443		300,417
5.50 Maintenance Operations				5,829,025	237,118	395,815	6,461,958
5.52 Maintenance of Grounds				830,597			830,597
5.56 Utilities							-
Total Function 5	-	-	-	6,794,596	402,561	395,815	7,592,972
7 Transportation and Housing							
7.41 Transportation and Housing Administration				131,619	108,804		240,423
7.70 Student Transportation				1,476,692		126,931	1,603,623
Total Function 7	-	-	-	1,608,311	108,804	126,931	1,844,046
9 Debt Services							
Total Function 9	-	-	-	-	-	-	-
Total Functions 1 - 9	64,294,218	10,498,675	19,269,966	15,279,517	5,808,016	6,241,498	121,391,890

School District No. 62 (Sooke)

Annual Budget - Operating Expense by Function, Program and Object

Year Ended June 30, 2025

	Total Salaries	Employee Benefits	Total Salaries and Benefits	Services and Supplies	2025 Annual Budget	2024 Amended Annual Budget
	\$	\$	\$	\$	\$	\$
1 Instruction						
1.02 Regular Instruction	61,459,557	17,037,303	78,496,860	4,779,413	83,276,273	78,998,074
1.03 Career Programs	395,932	117,489	513,421	496,663	1,010,084	1,071,677
1.07 Library Services	898,339	232,215	1,130,554	23,500	1,154,054	1,173,888
1.08 Counselling	1,996,821	535,699	2,532,520	6,237	2,538,757	2,595,058
1.10 Inclusive Education	25,972,961	6,944,020	32,916,981	754,180	33,671,161	29,715,179
1.30 English Language Learning	1,218,964	303,721	1,522,685	68,236	1,590,921	1,372,284
1.31 Indigenous Education	1,499,359	356,637	1,855,996	400,754	2,256,750	2,125,530
1.41 School Administration	12,235,320	3,036,634	15,271,954	547,900	15,819,854	15,560,213
1.61 Continuing Education	31,325	6,080	37,405	19,500	56,905	56,905
1.62 International and Out of Province Students	1,923,130	468,548	2,391,678	4,367,000	6,758,678	5,580,639
Total Function 1	107,631,708	29,038,346	136,670,054	11,463,383	148,133,437	138,249,447
4 District Administration						
4.11 Educational Administration	1,123,284	245,806	1,369,090	717,702	2,086,792	1,958,727
4.40 School District Governance	147,500	9,500	157,000	132,088	289,088	289,088
4.41 Business Administration	3,052,380	717,931	3,770,311	1,197,251	4,967,562	5,165,584
Total Function 4	4,323,164	973,237	5,296,401	2,047,041	7,343,442	7,413,399
5 Operations and Maintenance						
5.41 Operations and Maintenance Administration	300,417	72,824	373,241	401,115	774,356	949,193
5.50 Maintenance Operations	6,461,958	1,735,331	8,197,289	1,457,359	9,654,648	9,218,391
5.52 Maintenance of Grounds	830,597	217,261	1,047,858	361,353	1,409,211	1,396,254
5.56 Utilities	-	-	-	2,390,844	2,390,844	1,815,844
Total Function 5	7,592,972	2,025,416	9,618,388	4,610,671	14,229,059	13,379,682
7 Transportation and Housing						
7.41 Transportation and Housing Administration	240,423	61,298	301,721	54,991	356,712	437,949
7.70 Student Transportation	1,603,623	389,689	1,993,312	826,366	2,819,678	3,376,127
Total Function 7	1,844,046	450,987	2,295,033	881,357	3,176,390	3,814,076
9 Debt Services						
Total Function 9	-	-	-	-	-	-
Total Functions 1 - 9	121,391,890	32,487,986	153,879,876	19,002,452	172,882,328	162,856,604

School District No. 62 (Sooke)

Annual Budget - Special Purpose Revenue and Expense
Year Ended June 30, 2025

	2025	2024 Amended
	Annual Budget	Annual Budget
	\$	\$
Revenues		
Provincial Grants		
Ministry of Education and Child Care	29,954,384	29,985,014
Other		124,490
Other Revenue	4,187,600	5,375,510
Investment Income	25,000	49,971
Total Revenue	34,166,984	35,534,985
Expenses		
Instruction	33,830,107	35,198,108
Operations and Maintenance	336,877	336,877
Total Expense	34,166,984	35,534,985
Budgeted Surplus (Deficit), for the year	-	-

School District No. 62 (Sooke)

Annual Budget - Changes in Special Purpose Funds

Year Ended June 30, 2025

	Annual Facility Grant	Learning Improvement Fund	Scholarships and Bursaries	School Generated Funds	Strong Start	Ready, Set, Learn	OLEP	CommunityLINK	Classroom Enhancement Fund - Overhead
	\$	\$	\$	\$	\$		\$	\$	\$
Deferred Revenue, beginning of year	-	-	-	-	-	-	-	-	-
Add: Restricted Grants									
Provincial Grants - Ministry of Education and Child Care	336,877	571,426			192,000	41,650	433,781	797,821	1,596,233
Other				3,000,000				35,000	
Investment Income			25,000						
	336,877	571,426	25,000	3,000,000	192,000	41,650	433,781	832,821	1,596,233
Less: Allocated to Revenue	336,877	571,426	25,000	3,000,000	192,000	41,650	433,781	832,821	1,596,233
Deferred Revenue, end of year	-	-	-	-	-	-	-	-	-
Revenues									
Provincial Grants - Ministry of Education and Child Care	336,877	571,426			192,000	41,650	433,781	797,821	1,596,233
Other Revenue				3,000,000				35,000	
Investment Income			25,000						
	336,877	571,426	25,000	3,000,000	192,000	41,650	433,781	832,821	1,596,233
Expenses									
Salaries									
Teachers							70,000	71,000	30,000
Principals and Vice Principals								50,000	
Educational Assistants		446,426							170,000
Support Staff				5,000	145,000	10,000		55,000	120,000
Other Professionals								197,000	
Substitutes				20,000		15,000	100,000	25,000	953,000
	-	446,426	-	25,000	145,000	25,000	170,000	398,000	1,273,000
Employee Benefits		125,000		5,000	40,000	6,000	42,000	77,000	298,233
Services and Supplies	336,877		25,000	2,970,000	7,000	10,650	221,781	357,821	25,000
	336,877	571,426	25,000	3,000,000	192,000	41,650	433,781	832,821	1,596,233
Net Revenue (Expense)	-	-	-	-	-	-	-	-	-

School District No. 62 (Sooke)

Annual Budget - Changes in Special Purpose Funds
Year Ended June 30, 2025

	Classroom Enhancement Fund - Staffing	First Nation Student Transportation	Mental Health in Schools	Changing Results for Young Children	Seamless Day Kindergarten	SEY2KT (Early Years to Kindergarten)	ECL Early Care & Learning	Feeding Futures Fund	Academies
	\$	\$	\$	\$	\$	\$	\$	\$	\$
Deferred Revenue, beginning of year	-								
Add: Restricted Grants									
Provincial Grants - Ministry of Education and Child Care	24,078,539	33,947	51,000	6,000	55,400	19,000	175,000	1,565,710	
Other									1,100,000
Investment Income									
	24,078,539	33,947	51,000	6,000	55,400	19,000	175,000	1,565,710	1,100,000
Less: Allocated to Revenue	24,078,539	33,947	51,000	6,000	55,400	19,000	175,000	1,565,710	1,100,000
Deferred Revenue, end of year	-	-	-	-	-	-	-	-	-
Revenues									
Provincial Grants - Ministry of Education and Child Care	24,078,539	33,947	51,000	6,000	55,400	19,000	175,000	1,565,710	
Other Revenue									1,100,000
Investment Income									
	24,078,539	33,947	51,000	6,000	55,400	19,000	175,000	1,565,710	1,100,000
Expenses									
Salaries									
Teachers	19,262,830								70,000
Principals and Vice Principals							161,000		10,000
Educational Assistants									
Support Staff					43,000			72,000	65,000
Other Professionals									
Substitutes			25,000	5,000		8,000			10,000
	19,262,830	-	25,000	5,000	43,000	8,000	161,000	72,000	155,000
Employee Benefits	4,815,709		5,000	1,000	10,000	2,000	14,000	18,000	50,000
Services and Supplies		33,947	21,000		2,400	9,000		1,475,710	895,000
	24,078,539	33,947	51,000	6,000	55,400	19,000	175,000	1,565,710	1,100,000
Net Revenue (Expense)	-	-	-	-	-	-	-	-	-

School District No. 62 (Sooke)

Annual Budget - Changes in Special Purpose Funds

Year Ended June 30, 2025

	Art Starts	Donations	Theatres	TOTAL
	\$	\$	\$	\$
Deferred Revenue, beginning of year				-
Add: Restricted Grants				
Provincial Grants - Ministry of Education and Child Care				29,954,384
Other	7,600	40,000	5,000	4,187,600
Investment Income				25,000
	7,600	40,000	5,000	34,166,984
Less: Allocated to Revenue	7,600	40,000	5,000	34,166,984
Deferred Revenue, end of year	-	-	-	-
Revenues				
Provincial Grants - Ministry of Education and Child Care				29,954,384
Other Revenue	7,600	40,000	5,000	4,187,600
Investment Income				25,000
	7,600	40,000	5,000	34,166,984
Expenses				
Salaries				
Teachers				19,503,830
Principals and Vice Principals				221,000
Educational Assistants				616,426
Support Staff				515,000
Other Professionals				197,000
Substitutes				1,161,000
	-	-	-	22,214,256
Employee Benefits				5,508,942
Services and Supplies	7,600	40,000	5,000	6,443,786
	7,600	40,000	5,000	34,166,984
Net Revenue (Expense)	-	-	-	-

School District No. 62 (Sooke)
 Annual Budget - Capital Revenue and Expense
 Year Ended June 30, 2025

	2025 Annual Budget			2024 Amended Annual Budget
	Invested in Tangible Capital Assets	Local Capital	Fund Balance	
	\$	\$	\$	\$
Revenues				
Provincial Grants				
Ministry of Education and Child Care	1,528,325		1,528,325	1,528,325
Amortization of Deferred Capital Revenue	11,197,272		11,197,272	10,992,151
Amortization of Deferred Capital Revenue - For Lease	61,477		61,477	61,477
Total Revenue	12,787,074	-	12,787,074	12,581,953
Expenses				
Operations and Maintenance	1,589,802		1,589,802	1,589,802
Amortization of Tangible Capital Assets				
Operations and Maintenance	11,539,348		11,539,348	11,186,935
Transportation and Housing	594,865		594,865	725,562
Total Expense	13,724,015	-	13,724,015	13,502,299
Net Revenue (Expense)	(936,941)	-	(936,941)	(920,346)
Net Transfers (to) from other funds				
Tangible Capital Assets - Work in Progress			-	2,704,100
Local Capital		350,000	350,000	350,000
Total Net Transfers	-	350,000	350,000	3,054,100
Other Adjustments to Fund Balances				
Tangible Capital Assets WIP Purchased from Local Capital	350,000	(350,000)	-	
Total Other Adjustments to Fund Balances	350,000	(350,000)	-	
Budgeted Surplus (Deficit), for the year	(586,941)	-	(586,941)	2,133,754

ANNUAL BUDGET BYLAW

A Bylaw of THE BOARD OF EDUCATION OF SCHOOL DISTRICT NO. 62 (SOOKE) (called the "Board") to adopt the Annual Budget of the Board for the fiscal year 2024/2025 pursuant to section 113 of the *School Act*, R.S.B.C., 1996, c. 412 as amended from time to time (called the "Act").

1. The Board has complied with the provisions of the *Act*, Ministerial Orders, and Ministry of Education and Child Care Policies respecting the Annual Budget adopted by this bylaw.
2. This bylaw may be cited as School District No. 62 (Sooke) Annual Budget Bylaw for fiscal year 2024/2025.
3. The attached Statement 2 showing the estimated revenue and expense for the 2024/2025 fiscal year and the total budget bylaw amount of \$221,123,327 for the 2024/2025 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 2024/2025.

READ A FIRST TIME THE 30th DAY OF APRIL, 2024;

READ A SECOND TIME THE 28th DAY OF MAY, 2024;

READ A THIRD TIME, PASSED AND ADOPTED THE 28th DAY OF MAY, 2024;

Chairperson of the Board

(Corporate Seal)

Secretary Treasurer

I HEREBY CERTIFY this to be a true original of School District No. 62 (Sooke) Annual Budget Bylaw 2024/2025, adopted by the Board the _____ DAY OF _____, 2024.

Secretary Treasurer

Additional information SD62 Kindergarten – ECE Partnerships

Goal: To develop Kindergarten teacher – ECE Partnerships to support young learners with a successful transition to school and to enhance the professional experience of both educators.

Background: In 2011, the concept of a Kindergarten teacher – Early Childhood Educator (ECE) partnership evolved in SD62 during the development phase of the Nature Kindergarten program. For over a decade, SD62 has grown these partnerships.

The Kindergarten teacher – ECE partnership is intended for a Kindergarten teacher(s) who wishes to work and professionally learn in collaboration with an ECE. It begins with an expression of interest on the part of the Kindergarten teacher(s). In Spring 2023, all SD62 elementary schools were given an opportunity to apply for a K-ECE Partnership at their school through an expression of interest process. However, not all schools had Kindergarten teachers who were interested in pursuing this model.

Impact of K-ECE Partnerships:

Elementary School	Number of Kindergarten classes ECE partners with 50% of the time or more	Number of Kindergarten/Grade 1 classes ECE partners with 50% of the time or more	Number of Kindergarten or Kindergarten/Grade 1 classes ECE partners with less than 50% of the time	Total Number of Kindergarten and Grade 1 students impacted
Colwood	1		2	51
Crystal View	1		1	20
David Cameron	1	1		40
Hans Helgesen	1			18
John Muir	1	1		38
John Stubbs	1			20
Poirier	2		1	35
Ruth King	1		2	60
Sooke	1	1		36
Savory	1	1		40
Willway	1		2	55
Totals:	12	4	8	413

- There are 52 Kindergarten classes in SD62. This number includes both Kindergarten and K/1 classes.
- Regular Kindergarten teacher – ECE partnerships take place for 50% or more of the school day in **16 K and K/1 classes**. This represents **31%** of all SD62 K classes. When considering classes impacted on a full- and part-time weekly basis, the percentage of impact increases to **46%** of all SD62 K classes.