

Budget Development Process

Budget



Fiscal 2019/20

Board Meeting – April 23, 2019

7.3 and 7.4 Annual Bylaws

7.3 Annual Budget Bylaw (Section 113 of School Act)

- ☐ Operating Fund
- ☐ Capital Fund
- ☐ Special Purpose Fund

7.4 Capital Plan Bylaw (Section 143 of School Act)

- ☐ Approved Capital Projects

7.3 Annual Budget Bylaw

7.3 Annual Budget Bylaw (Section 113 of School Act)

- ☐ Operating Fund
- ☐ Capital Fund
- ☐ Special Purpose Fund



7.3 19/20 Annual Budget Bylaw

- 1) Financial Plan for Student Success
- 2) Annual Budget Bylaw Amount
- 3) Budget Development Process
- 4) Input Received – Consistent Themes
- 5) Link to the Strategic Plan
- 6) Next Steps

**A BEGINNER'S GUIDE TO
MAKING A
WEEKLY BUDGET**

INCOME	BUDGET	PERCENTAGE	ACTUAL
INCOME (AFTER TAX)	\$		\$
EXPENSES			
RENT AND UTILITIES	\$	%	\$
CREDIT CARD	\$	%	\$
INSURANCE	\$	%	\$
SAVINGS	\$	%	\$
TRANSPORT	\$	%	\$
PHONE	\$	%	\$
GROCERIES	\$	%	\$
HEALTH AND WELLNESS	\$	%	\$
ENTERTAINMENT	\$	%	\$
OTHER	\$	%	\$
TOTAL WEEKLY EXPENSES	\$	%	\$
LEFTOVER	\$	%	\$


WIDDOWSON GROUP

7.3 Annual Budget Bylaw

Why do we prepare an Annual Budget?



7.3 Annual Budget Bylaw

Student Success

MISSION: to help develop informed, literate and resilient citizens through engagement in a safe, respectful and responsive School District #62 learning community.

7.3 Annual Budget Bylaw

Financial Plan for Student Success



7.3 Annual Budget Bylaw

19/20 Annual Budget Bylaw:

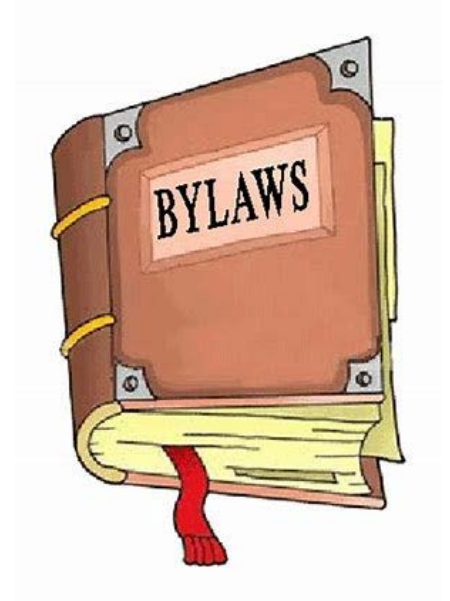
\$143,059,683



7.3 Annual Budget Bylaw

What makes up the Annual Budget Bylaw?

- 1) Operating Fund;
- 2) Capital Fund; and
- 3) Special Purpose Fund



Steps to Date – Budget Process

Timelines	Phases
January 22	Budget Process - discussed the revised budget process & roles
February 26	Set the Priorities – reviewed the list of Discretionary expenditures
March 12	Review Input – review & discuss prioritization of Discretionary expend.
April 23	Plan Review – review draft Plan and consider passing 1st reading
May 28	Plan Review – review draft Plan and consider passing 2 nd and 3 rd readings
June 25	Process Review – what worked and what sucked

Budget Development Roles



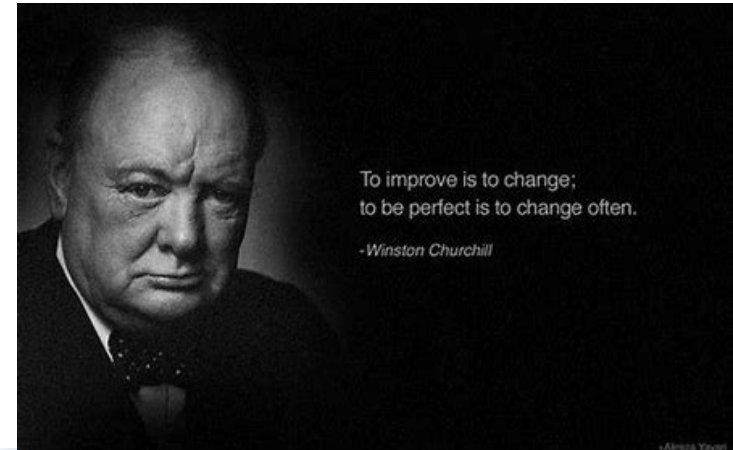
Input to the Exec:

- ✓ **Priorities**
- ✓ **Plan Review**

Revised Budget Process

Changes to this year's process:

- ✓ Zero Based Budget
- ✓ Core vs. Discretionary
- ✓ Critical review of discretionary items
- ✓ More touches
- ✓ Increased and deeper input points





Input Received – Common Themes

Board of Education + Stakeholders + Leadership



CUPE 459



Input Received – Common Themes

Board of Education + Stakeholders + Leadership

- ☐ Staff safety
- ☐ Wellness & engagement
- ☐ Early Intervention
- ☐ Additional Staff – priorities, growth & facilities
- ☐ IT Plan Funding
- ☐ Emergency Prep

How will these be addressed?

☐ Staff safety

- ✓ Launched “Kids Do Well If They Can” Committee (A 5)
- ✓ Dedicated Safer School Program staffing
- ✓ District-wide risk assessment
- ✓ Revised worker safety plan process (WSBC)

☐ Wellness & engagement

- ✓ District-wide school planning day
- ✓ Restitution & Social Emotional Learning staff training
- ✓ Comprehensive School Health

How will these be addressed?

☐ Early Intervention

- ✓ Full implementation of Reading Recovery district-wide
- ✓ Continue ECE pilot program
- ✓ All elementary schools with 2 administrators

☐ Additional Staff – priorities, growth & facilities

- ✓ Increase to enrolling teachers and educational assistants
- ✓ Above non-enrolling teacher ratios
- ✓ Structural funding for Facilities, IT, HR and Finance

How will these be addressed?

☐ IT Plan Funding

- ✓ Structural funding for Year 1 of IT Plan

☐ Emergency Prep

- ✓ Continued funding of emergency response plan

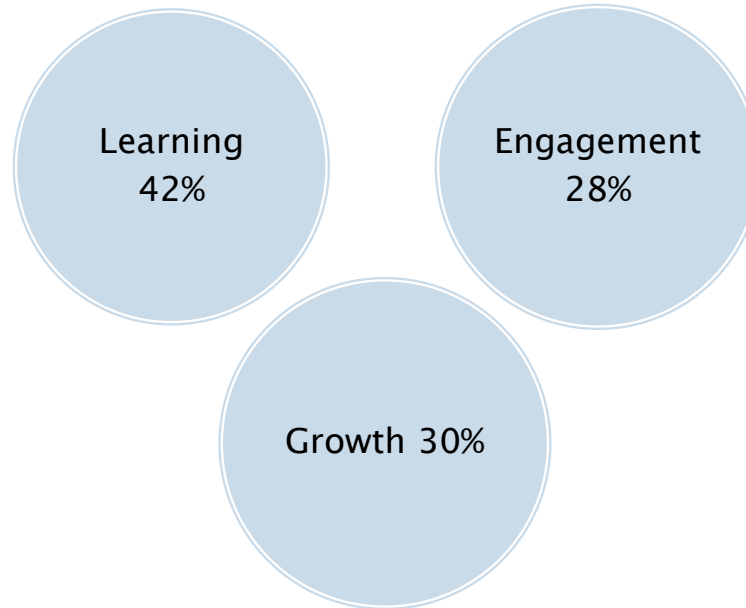
Areas for Further Consideration

If additional funding becomes available through growth:

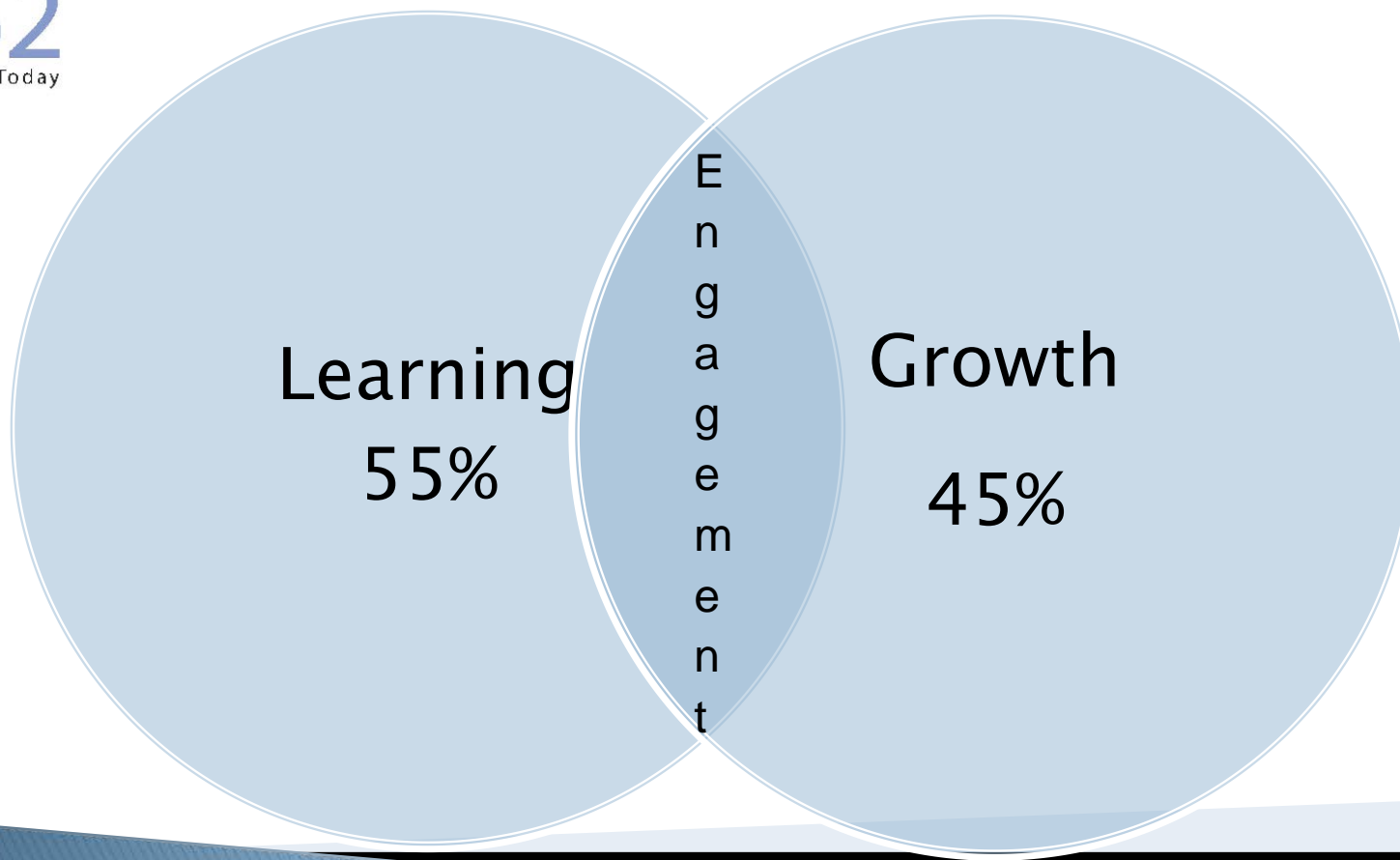
- **Student Support Services**
- **Curriculum / assessment transformation**
- **IT Plan**
- **Additional staffing to accommodate growth**

Strategic Plan Survey Results

Here's what you said:



Proposed Spend by Strategic Plan Goals



Strategic Plan Linkages

Expanded on in the Budget Narrative:

- Guiding document to prioritizing discretionary expenditures
- Many projects span multiple goal areas
- Learning/Growth shown majority of funding
- Engagement is supported through process, programs & staffing
- Allocation process not completed for Core funding

7.3 Annual Budget Bylaw

Next Steps for the Board:

Tonight

- Discuss/debate proposed plan
- Provide staff further direction
- Vote on passing 1st reading of the budget

May 23

- Further discuss/debate proposed plan
- Vote on passing 2nd and 3rd readings of the budget



7.4 Capital Plan Bylaw

7.4 Capital Plan Bylaw (Section 143 of School Act)

☐ Approved Capital Projects



7.4 Capital Plan Bylaw

Per section 143 of the School Act the Board must pass a Capital Plan Bylaw

- Allows ST to execute project funding agreements
- Commence projects and proceed diligently
- Follow the Ministry's capital rules
- Maintain proper accounts



7.4 Capital Plan Bylaw

Bylaw is based on the Ministry's response letter, supported projects:

- Site Acquisitions (in-camera)
- Savory playground
- Dunsmuir Energy Upgrades (windows & ventilators)
- New buses (2)

7.4 Capital Plan Bylaw

Timing of the bylaw:

- ❖ Staff require bylaw to be passed by May 27th
- ❖ Next Board meeting – May 28th
- ❖ Request all 3 readings occur tonight
- ❖ School Act 68(4) requires unanimous motion

Thanks!

