

Annual Budget

**School District No. 71 (Comox Valley)**

June 30, 2015

# School District No. 71 (Comox Valley)

June 30, 2015

## 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 Source .....	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 .....	13

\*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. 71 (COMOX VALLEY) (called the "Board") to adopt the Annual Budget of the Board for the fiscal year 2014/2015 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. 71 (Comox Valley) Annual Budget Bylaw for fiscal year 2014/2015.
3. The attached Statement 2 showing the estimated revenue and expense for the 2014/2015 fiscal year and the total budget bylaw amount of \$83,890,682 for the 2014/2015 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 2014/2015.

READ A FIRST TIME THE \_\_\_\_\_ DAY OF \_\_\_\_\_, 2014;

READ A SECOND TIME THE \_\_\_\_\_ DAY OF \_\_\_\_\_, 2014;

READ A THIRD TIME, PASSED AND ADOPTED THE \_\_\_\_\_ DAY OF \_\_\_\_\_, 2014;

\_\_\_\_\_  
**Chairperson of the Board**

**(Corporate Seal)**

\_\_\_\_\_  
**Secretary Treasurer**

I HEREBY CERTIFY this to be a true original of School District No. 71 (Comox Valley) Annual Budget Bylaw 2014/2015, adopted by the Board the \_\_\_\_\_ DAY OF \_\_\_\_\_, 2014.

\_\_\_\_\_  
**Secretary Treasurer**

# School District No. 71 (Comox Valley)

Statement 2

Annual Budget - Revenue and Expense

Year Ended June 30, 2015

	2015 Annual Budget	2014 Amended Annual Budget
<b>Ministry Operating Grant Funded FTE's</b>		
School-Age	7,762,000	7,973,219
Adult	56,000	55,625
<b>Total Ministry Operating Grant Funded FTE's</b>	<b>7,818,000</b>	<b>8,028,844</b>
<b>Revenues</b>	\$	\$
Provincial Grants		
Ministry of Education	75,923,789	76,523,619
Tuition	1,970,000	1,970,000
Other Revenue	2,781,847	2,781,847
Rentals and Leases	150,000	150,000
Investment Income	237,000	218,750
Gain (Loss) on Disposal of Tangible Capital Assets		2,400,000
<b>Total Revenue</b>	<b>81,062,636</b>	<b>84,044,216</b>
<b>Expenses</b>		
Instruction	66,867,096	67,373,422
District Administration	2,368,968	2,462,860
Operations and Maintenance	11,589,433	11,822,304
Transportation and Housing	1,915,185	1,904,886
<b>Total Expense</b>	<b>82,740,682</b>	<b>83,563,472</b>
<b>Net Revenue (Expense)</b>	<b>(1,678,046)</b>	<b>480,744</b>
<b>Budgeted Allocation (Retirement) of Surplus (Deficit)</b>	<b>1,351,000</b>	<b>1,580,710</b>
<b>Budgeted Surplus (Deficit), for the year</b>	<b>(327,046)</b>	<b>2,061,454</b>
<b>Budgeted Surplus (Deficit), for the year comprised of:</b>		
Operating Fund Surplus (Deficit)		
Special Purpose Fund Surplus (Deficit)		
Capital Fund Surplus (Deficit)	(327,046)	2,061,454
<b>Budgeted Surplus (Deficit), for the year</b>	<b>(327,046)</b>	<b>2,061,454</b>

# School District No. 71 (Comox Valley)

Annual Budget - Revenue and Expense

Year Ended June 30, 2015

	2015 Annual Budget	2014 Amended Annual Budget
<b>Budget Bylaw Amount</b>		
Operating - Total Expense	74,526,217	75,825,715
Special Purpose Funds - Total Expense	4,571,755	4,201,198
Capital Fund - Total Expense	3,642,710	3,536,559
Capital Fund - Tangible Capital Assets Purchased from Local Capital	1,150,000	433,000
<b>Total Budget Bylaw Amount</b>	<b>83,890,682</b>	<b>83,996,472</b>

## 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. 71 (Comox Valley)

Statement 4

Annual Budget - Changes in Net Financial Assets (Debt)

Year Ended June 30, 2015

	<b>2015 Annual Budget</b>	2014 Amended Annual Budget
	\$	\$
<b>Surplus (Deficit) for the year</b>	<b>(1,678,046)</b>	480,744
<b>Effect of change in Tangible Capital Assets</b>		
Acquisition of Tangible Capital Assets		
From Local Capital	<b>(1,150,000)</b>	(433,000)
From Deferred Capital Revenue	<b>(1,573,638)</b>	(2,645,000)
<b>Total Acquisition of Tangible Capital Assets</b>	<b>(2,723,638)</b>	(3,078,000)
Amortization of Tangible Capital Assets	<b>3,642,710</b>	3,485,559
Net carrying value of Tangible Capital Assets disposed of		11,000
<b>Total Effect of change in Tangible Capital Assets</b>	<b>919,072</b>	418,559
	-	-
<b>(Increase) Decrease in Net Financial Assets (Debt)</b>	<b>(758,974)</b>	899,303

# School District No. 71 (Comox Valley)

Annual Budget - Operating Revenue and Expense

Year Ended June 30, 2015

	2015 Annual Budget	2014 Amended Annual Budget
	\$	\$
<b>Revenues</b>		
Provincial Grants		
Ministry of Education	70,517,370	71,630,408
Tuition	1,970,000	1,970,000
Other Revenue	551,847	551,847
Rentals and Leases	150,000	150,000
Investment Income	237,000	218,750
<b>Total Revenue</b>	<b>73,426,217</b>	<b>74,521,005</b>
<b>Expenses</b>		
Instruction	62,295,341	63,172,224
District Administration	2,368,968	2,462,860
Operations and Maintenance	7,946,723	8,285,745
Transportation and Housing	1,915,185	1,904,886
<b>Total Expense</b>	<b>74,526,217</b>	<b>75,825,715</b>
<b>Net Revenue (Expense)</b>	<b>(1,100,000)</b>	<b>(1,304,710)</b>
<b>Budgeted Prior Year Surplus Appropriation</b>	<b>1,351,000</b>	<b>1,580,710</b>
<b>Net Transfers (to) from other funds</b>		
Local Capital	(251,000)	(276,000)
<b>Total Net Transfers</b>	<b>(251,000)</b>	<b>(276,000)</b>
<b>Budgeted Surplus (Deficit), for the year</b>	<b>-</b>	<b>-</b>

# School District No. 71 (Comox Valley)

Schedule 2A

Annual Budget - Schedule of Operating Revenue by Source  
Year Ended June 30, 2015

	2015 Annual Budget	2014 Amended Annual Budget
	\$	\$
<b>Provincial Grants - Ministry of Education</b>		
Operating Grant, Ministry of Education	69,794,346	70,631,924
AANDC/LEA Recovery	(153,347)	(153,347)
Other Ministry of Education Grants		
Pay Equity	451,831	451,831
Education Guarantee	150,000	250,000
Other Ministry of Education Grants	274,540	450,000
<b>Total Provincial Grants - Ministry of Education</b>	<b>70,517,370</b>	<b>71,630,408</b>
<b>Tuition</b>		
Offshore Tuition Fees	1,970,000	1,970,000
<b>Total Tuition</b>	<b>1,970,000</b>	<b>1,970,000</b>
<b>Other Revenues</b>		
LEA/Direct Funding from First Nations	153,347	153,347
Miscellaneous		
Instructional Cafeteria	120,000	120,000
Other Miscellaneous	278,500	278,500
<b>Total Other Revenue</b>	<b>551,847</b>	<b>551,847</b>
<b>Rentals and Leases</b>	<b>150,000</b>	<b>150,000</b>
<b>Investment Income</b>	<b>237,000</b>	<b>218,750</b>
<b>Total Operating Revenue</b>	<b>73,426,217</b>	<b>74,521,005</b>



# School District No. 71 (Comox Valley)

Schedule 2B

Annual Budget - Schedule of Operating Expense by Source

Year Ended June 30, 2015

	2015 Annual Budget	2014 Amended Annual Budget
	\$	\$
<b>Salaries</b>		
Teachers	31,128,721	32,315,956
Principals and Vice Principals	4,241,254	4,289,645
Educational Assistants	5,199,706	5,599,666
Support Staff	6,717,881	6,878,852
Other Professionals	1,684,059	1,789,033
Substitutes	2,406,982	2,391,393
<b>Total Salaries</b>	<b>51,378,603</b>	<b>53,264,545</b>
<b>Employee Benefits</b>	<b>12,661,299</b>	<b>13,233,184</b>
<b>Total Salaries and Benefits</b>	<b>64,039,902</b>	<b>66,497,729</b>
<b>Services and Supplies</b>		
Services	2,489,368	1,917,037
Student Transportation	1,967,868	1,956,929
Professional Development and Travel	259,500	259,500
Rentals and Leases	6,100	6,100
Dues and Fees	54,117	54,117
Insurance	193,300	193,300
Supplies	4,387,052	3,775,409
Utilities	1,129,010	1,165,594
<b>Total Services and Supplies</b>	<b>10,486,315</b>	<b>9,327,986</b>
<b>Total Operating Expense</b>	<b>74,526,217</b>	<b>75,825,715</b>

# School District No. 71 (Comox Valley)

Annual Budget - Operating Expense by Function, Program and Object  
Year Ended June 30, 2015

	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	24,161,919	625,174		119,151	117,596	1,878,982	26,902,822
1.03 Career Programs	136,791		141,930				278,721
1.07 Library Services	388,895			690,448			1,079,343
1.08 Counselling	1,366,442						1,366,442
1.10 Special Education	3,972,045	103,127	4,594,471	64,777		200,000	8,934,420
1.30 English Language Learning	87,780						87,780
1.31 Aboriginal Education	385,759	103,127	435,126			8,000	932,012
1.41 School Administration		3,096,348		1,508,005		90,000	4,694,353
1.62 Off Shore Students	629,090	103,127		72,750	153,307		958,274
1.64 Other		210,351	28,179	91,186			329,716
<b>Total Function 1</b>	<b>31,128,721</b>	<b>4,241,254</b>	<b>5,199,706</b>	<b>2,546,317</b>	<b>270,903</b>	<b>2,176,982</b>	<b>45,563,883</b>
<b>4 District Administration</b>							
4.11 Educational Administration					444,330		444,330
4.40 School District Governance					108,183		108,183
4.41 Business Administration				330,549	587,353		917,902
<b>Total Function 4</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>330,549</b>	<b>1,139,866</b>	<b>-</b>	<b>1,470,415</b>
<b>5 Operations and Maintenance</b>							
5.41 Operations and Maintenance Administration					203,656		203,656
5.50 Maintenance Operations				3,841,015		230,000	4,071,015
5.52 Maintenance of Grounds							-
5.56 Utilities							-
<b>Total Function 5</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>3,841,015</b>	<b>203,656</b>	<b>230,000</b>	<b>4,274,671</b>
<b>7 Transportation and Housing</b>							
7.41 Transportation and Housing Administration					69,634		69,634
7.70 Student Transportation							-
<b>Total Function 7</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>69,634</b>	<b>-</b>	<b>69,634</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>31,128,721</b>	<b>4,241,254</b>	<b>5,199,706</b>	<b>6,717,881</b>	<b>1,684,059</b>	<b>2,406,982</b>	<b>51,378,603</b>

# School District No. 71 (Comox Valley)

Annual Budget - Operating Expense by Function, Program and Object  
Year Ended June 30, 2015

	Total Salaries	Employee Benefits	Total Salaries and Benefits	Services and Supplies	2015 Annual Budget	2014 Amended Annual Budget
	\$	\$	\$	\$	\$	\$
<b>1 Instruction</b>						
1.02 Regular Instruction	26,902,822	6,448,502	33,351,324	3,584,042	36,935,366	37,569,841
1.03 Career Programs	278,721	72,010	350,731	193,400	544,131	541,055
1.07 Library Services	1,079,343	279,483	1,358,826	455,946	1,814,772	1,898,887
1.08 Counselling	1,366,442	348,443	1,714,885	5,188	1,720,073	1,725,063
1.10 Special Education	8,934,420	2,375,227	11,309,647	153,057	11,462,704	11,621,426
1.30 English Language Learning	87,780	22,384	110,164	1,000	111,164	111,013
1.31 Aboriginal Education	932,012	223,682	1,155,694	89,120	1,244,814	1,257,422
1.41 School Administration	4,694,353	1,122,136	5,816,489	250,000	6,066,489	6,084,519
1.62 Off Shore Students	958,274	237,105	1,195,379	459,575	1,654,954	1,732,719
1.64 Other	329,716	80,658	410,374	330,500	740,874	630,279
<b>Total Function 1</b>	<b>45,563,883</b>	<b>11,209,630</b>	<b>56,773,513</b>	<b>5,521,828</b>	<b>62,295,341</b>	<b>63,172,224</b>
<b>4 District Administration</b>						
4.11 Educational Administration	444,330	96,864	541,194	73,712	614,906	621,869
4.40 School District Governance	108,183	23,584	131,767	75,610	207,377	207,377
4.41 Business Administration	917,902	214,515	1,132,417	414,268	1,546,685	1,633,614
<b>Total Function 4</b>	<b>1,470,415</b>	<b>334,963</b>	<b>1,805,378</b>	<b>563,590</b>	<b>2,368,968</b>	<b>2,462,860</b>
<b>5 Operations and Maintenance</b>						
5.41 Operations and Maintenance Administration	203,656	44,397	248,053	179,500	427,553	470,384
5.50 Maintenance Operations	4,071,015	1,057,129	5,128,144	850,185	5,978,329	6,238,861
5.52 Maintenance of Grounds	-	-	-	69,000	69,000	111,500
5.56 Utilities	-	-	-	1,471,841	1,471,841	1,465,000
<b>Total Function 5</b>	<b>4,274,671</b>	<b>1,101,526</b>	<b>5,376,197</b>	<b>2,570,526</b>	<b>7,946,723</b>	<b>8,285,745</b>
<b>7 Transportation and Housing</b>						
7.41 Transportation and Housing Administration	69,634	15,180	84,814	23,289	108,103	83,743
7.70 Student Transportation	-	-	-	1,807,082	1,807,082	1,821,143
<b>Total Function 7</b>	<b>69,634</b>	<b>15,180</b>	<b>84,814</b>	<b>1,830,371</b>	<b>1,915,185</b>	<b>1,904,886</b>
<b>9 Debt Services</b>						
<b>Total Function 9</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total Functions 1 - 9</b>	<b>51,378,603</b>	<b>12,661,299</b>	<b>64,039,902</b>	<b>10,486,315</b>	<b>74,526,217</b>	<b>75,825,715</b>

# School District No. 71 (Comox Valley)

Annual Budget - Special Purpose Revenue and Expense  
Year Ended June 30, 2015

	<b>2015 Annual Budget</b>	2014 Amended Annual Budget
	\$	\$
<b>Revenues</b>		
Provincial Grants		
Ministry of Education	2,341,755	1,971,198
Other Revenue	2,230,000	2,230,000
<b>Total Revenue</b>	<b>4,571,755</b>	4,201,198
<b>Expenses</b>		
Instruction	4,571,755	4,201,198
<b>Total Expense</b>	<b>4,571,755</b>	4,201,198
<b>Budgeted Surplus (Deficit), for the year</b>	<b>-</b>	-

# School District No. 71 (Comox Valley)

Annual Budget - Changes in Special Purpose Funds

Year Ended June 30, 2015

	Annual Facility Grant	Learning Improvement Fund	Aboriginal Education Technology	Special Education Equipment	Scholarships and Bursaries	Transportation For Deaf and Hard of Hearing	Special Education Technology	School Generated Funds	Strong Start
	\$	\$	\$	\$	\$	\$	\$	\$	\$
<b>Deferred Revenue, beginning of year</b>	-	-	-	61,144	-	-	-	441,584	10,048
<b>Add:</b> Restricted Grants									
Provincial Grants - Ministry of Education	244,535	1,132,107		20,000					112,000
Other							2,100,000		
	244,535	1,132,107	-	20,000	-	-	2,100,000		112,000
<b>Less:</b> Allocated to Revenue	244,535	1,132,107	-	20,000	-	-	2,100,000		113,500
<b>Deferred Revenue, end of year</b>	-	-	-	<b>61,144</b>	-	-	-	<b>441,584</b>	<b>8,548</b>
<b>Revenues</b>									
Provincial Grants - Ministry of Education	244,535	1,132,107		20,000					113,500
Other Revenue							2,100,000		
	244,535	1,132,107	-	20,000	-	-	2,100,000		113,500
<b>Expenses</b>									
Salaries									
Teachers		449,981							
Principals and Vice Principals									
Educational Assistants		449,981							
Support Staff									84,500
	-	899,962	-	-	-	-	-	-	84,500
Employee Benefits		232,145							29,000
Services and Supplies	244,535			20,000			2,100,000		
	244,535	1,132,107	-	20,000	-	-	2,100,000		113,500
<b>Net Revenue (Expense)</b>	-	-	-	-	-	-	-	-	-

# School District No. 71 (Comox Valley)

Annual Budget - Changes in Special Purpose Funds

Year Ended June 30, 2015

	<b>Ready, Set, Learn</b>	<b>OLEP</b>	<b>CommunityLINK</b>	<b>Bursary</b>	<b>Deferred Salary Plan</b>	<b>Professional Development</b>	<b>TOTAL</b>
	\$	\$	\$	\$	\$	\$	\$
<b>Deferred Revenue, beginning of year</b>	3,261	16,830	-	687,472	157,795	252,246	<b>1,630,380</b>
<b>Add:</b> Restricted Grants							
Provincial Grants - Ministry of Education	27,440	199,014	599,213				<b>2,334,309</b>
Other				40,000	75,000	15,000	<b>2,230,000</b>
	27,440	199,014	599,213	40,000	75,000	15,000	<b>4,564,309</b>
<b>Less:</b> Allocated to Revenue	27,400	205,000	599,213	40,000	75,000	15,000	<b>4,571,755</b>
<b>Deferred Revenue, end of year</b>	<b>3,301</b>	<b>10,844</b>	<b>-</b>	<b>687,472</b>	<b>157,795</b>	<b>252,246</b>	<b>1,622,934</b>
<b>Revenues</b>							
Provincial Grants - Ministry of Education	27,400	205,000	599,213				<b>2,341,755</b>
Other Revenue				40,000	75,000	15,000	<b>2,230,000</b>
	27,400	205,000	599,213	40,000	75,000	15,000	<b>4,571,755</b>
<b>Expenses</b>							
Salaries							
Teachers							<b>449,981</b>
Principals and Vice Principals		20,000					<b>20,000</b>
Educational Assistants			310,000				<b>759,981</b>
Support Staff							<b>84,500</b>
	-	20,000	310,000	-	-	-	<b>1,314,462</b>
Employee Benefits		5,000	85,000				<b>351,145</b>
Services and Supplies	27,400	180,000	204,213	40,000	75,000	15,000	<b>2,906,148</b>
	27,400	205,000	599,213	40,000	75,000	15,000	<b>4,571,755</b>
<b>Net Revenue (Expense)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

**School District No. 71 (Comox Valley)**

Schedule 4

Annual Budget - Capital Revenue and Expense

Year Ended June 30, 2015

	2015 Annual Budget			2014 Amended Annual Budget
	Invested in Tangible Capital Assets	Local Capital	Fund Balance	
	\$	\$	\$	\$
<b>Revenues</b>				
Provincial Grants				
Ministry of Education	3,064,664		<b>3,064,664</b>	2,922,013
Gain (Loss) on Disposal of Tangible Capital Assets			-	2,400,000
<b>Total Revenue</b>	<b>3,064,664</b>	-	<b>3,064,664</b>	<b>5,322,013</b>
<b>Expenses</b>				
Operations and Maintenance			-	51,000
Amortization of Tangible Capital Assets				
Operations and Maintenance	3,642,710		<b>3,642,710</b>	3,485,559
<b>Total Expense</b>	<b>3,642,710</b>	-	<b>3,642,710</b>	<b>3,536,559</b>
<b>Net Revenue (Expense)</b>	<b>(578,046)</b>	-	<b>(578,046)</b>	<b>1,785,454</b>
<b>Net Transfers (to) from other funds</b>				
Local Capital		251,000	<b>251,000</b>	276,000
<b>Total Net Transfers</b>	-	<b>251,000</b>	<b>251,000</b>	<b>276,000</b>
<b>Other Adjustments to Fund Balances</b>				
Tangible Capital Assets Purchased from Local Capital	1,150,000	(1,150,000)	-	
<b>Total Other Adjustments to Fund Balances</b>	<b>1,150,000</b>	<b>(1,150,000)</b>	<b>-</b>	
<b>Budgeted Surplus (Deficit), for the year</b>	<b>571,954</b>	<b>(899,000)</b>	<b>(327,046)</b>	<b>2,061,454</b>