

One Learning

Traditional Acknowledgement

The Greater Victoria School District wishes to recognize and acknowledge the Esquimalt and Songhees Nations on whose traditional territories we live, we learn, and we do our work.

Introductions

- Tell us about yourself
 - Your name
 - Group you are representing
 - Position in the group you are representing
 - School(s) or site(s) you are associated with, if any
 - Where you are from
 - A bit about your background
 - Why you volunteered to participate in the Budget Advisory Committee
 - What you're hoping to offer and to gain from participation

Values/Guiding Principles

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Values/Guiding Principles and Terms of Reference

- In small groups, choose a note taker and someone to report out
- Values/Guiding Principles Discussion (10 minutes):
 - Are they relevant in year 2? Are there any edits required?
 - How will these statements help the budget process?
 - How do you see the Committee's work helping to uphold these statements?
- Terms of Reference Discussion (5 minutes):
 - Do we have the right people at the

Values/Guiding Principles and Terms of Reference

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April 2023 Deadline

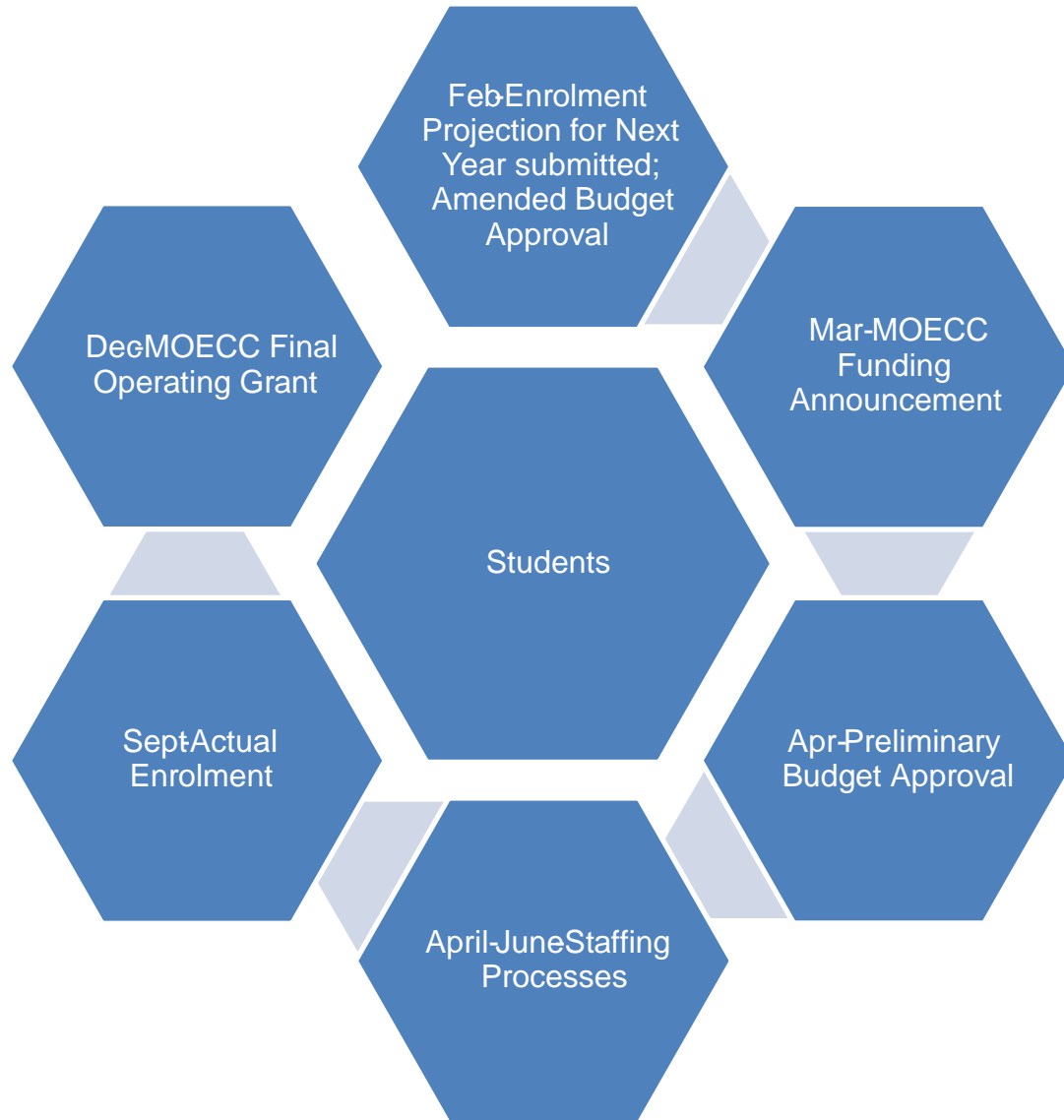
- On page 9 of your agenda pack-up you will find a memo regarding the importance of the Board's approval of the 2023-2024 Preliminary budget by April 6, 2023
- Importance of the deadline
 - Collective agreement obligations
 - Collaboration
 - Stability for school staff and Principals/Vice-Principals
 - Efficiency of workflow for District Administration
 - Optimal planning and preparation time for staff before school starts
 - Assists in achieving a more seamless start up

Budget Development

- On page 10 of your agenda pack-up you will find a memo providing an overview of the Budget Development Process
- Careful consideration is taken when preparing enrolment projections; projections are prepared in December/January and submitted to the Ministry of Education and Child Care in February
- The enrolment projections drive Ministry funding, school-based staffing and supplies

Budget Development

- Any funding announced after the Ministry's March funding announcement is included in the Amended Annual Budget
- Department budgets are created in collaboration with department heads
- The five-year capital plan drives the Capital Fund budget
- Only Special Purpose Funds announced in March are included in the Preliminary Budget
- The budget is balanced through reductions/additions of expenditure items and/or appropriated surplus from prior years

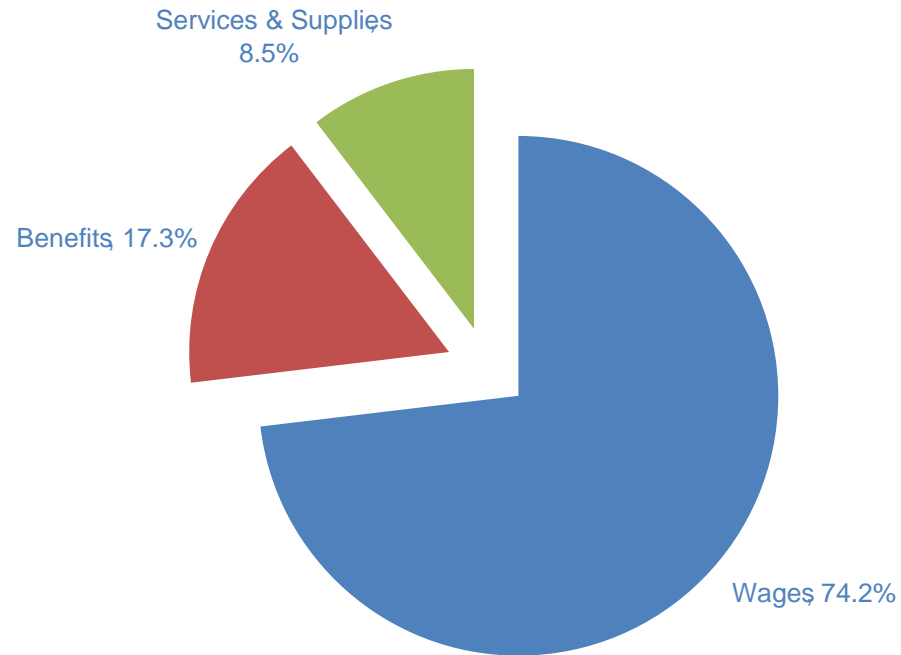


Budget Cycle

Operating Expenses (Schedule 2C)

Instruction – relates to **delivery of learning experiences**:

Operating Expenses



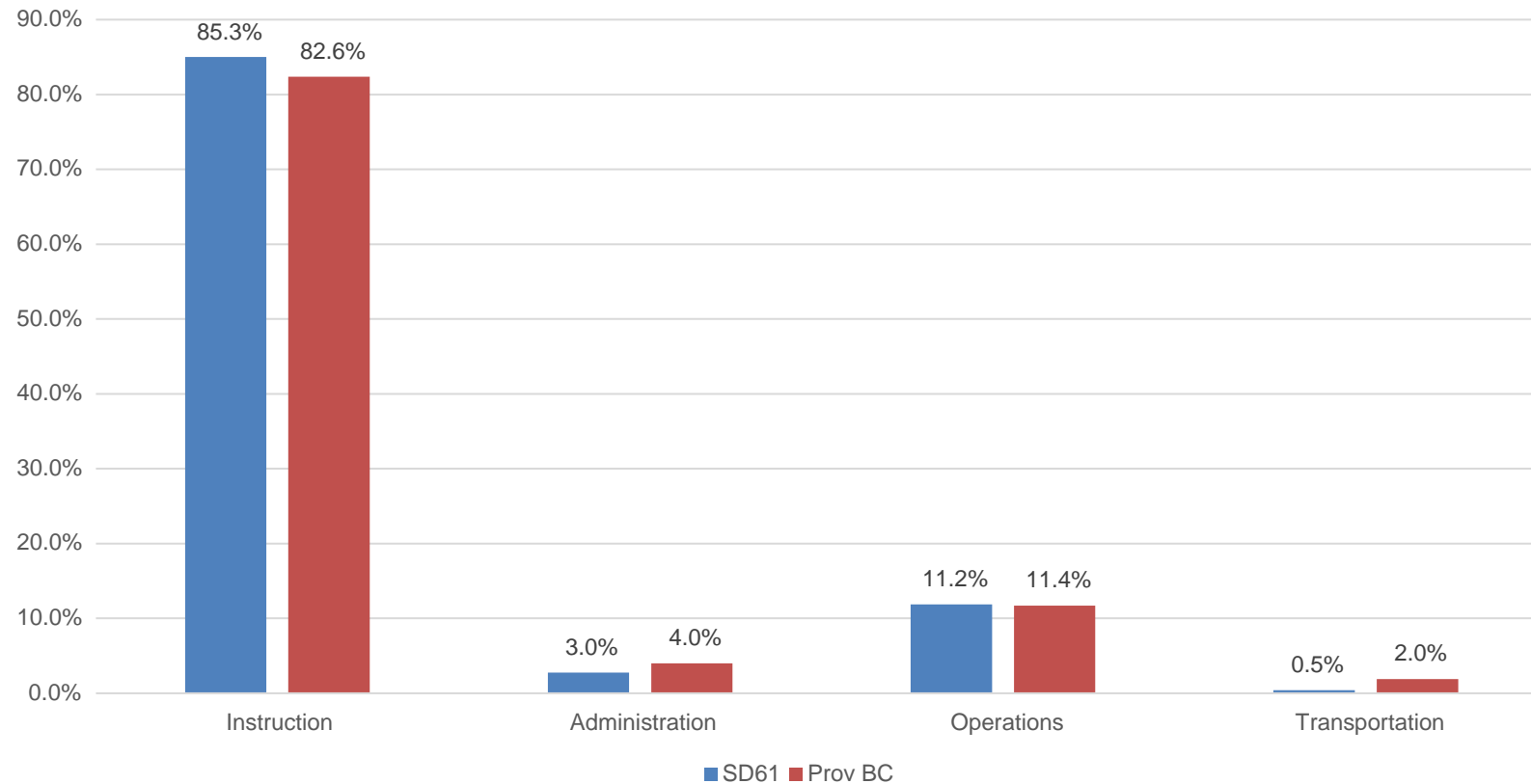
Wages and benefits make up approximately 91.5% of the budget

Everything else (services and supplies) such as technology, textbooks, fuel, travel, toilet paper, library books, etc. makes up the remaining 8.5%

Operating Expenses

- Education is a service, therefore most of the wages paid are to employees directly supporting students in schools and classrooms; teachers, counsellors, Principals and Vice-Principals and Education Assistants. These employees account for •

How Do We Stack Up?



- Provincial Resource Programs: Ledger School, Provincial Inclusion Outreach, Special Education Technology (SET-BC)
- CommunityLINK - Learning Involves Nutrition & Knowledge
- Federal French (OLEP)
- Ready, Set, Learn
- StrongStart

Special Purpose Funds - Other

- School Generated Funds
- Scholarships and Bursaries
- Estate Trust

Capital

Local Capital

- Spending requires Board approval
- Examples include equipment, such as technology device replacement and network infrastructure, and contributions towards capital projects
- Use of Local Capital can be planned as a recurring expense each year, or on a one-time basis depending on available surplus and emerging needs

Ministry Restricted Capital

- Funding approved on a project-by-project basis
- Projects submitted each June in the District's Annual 5

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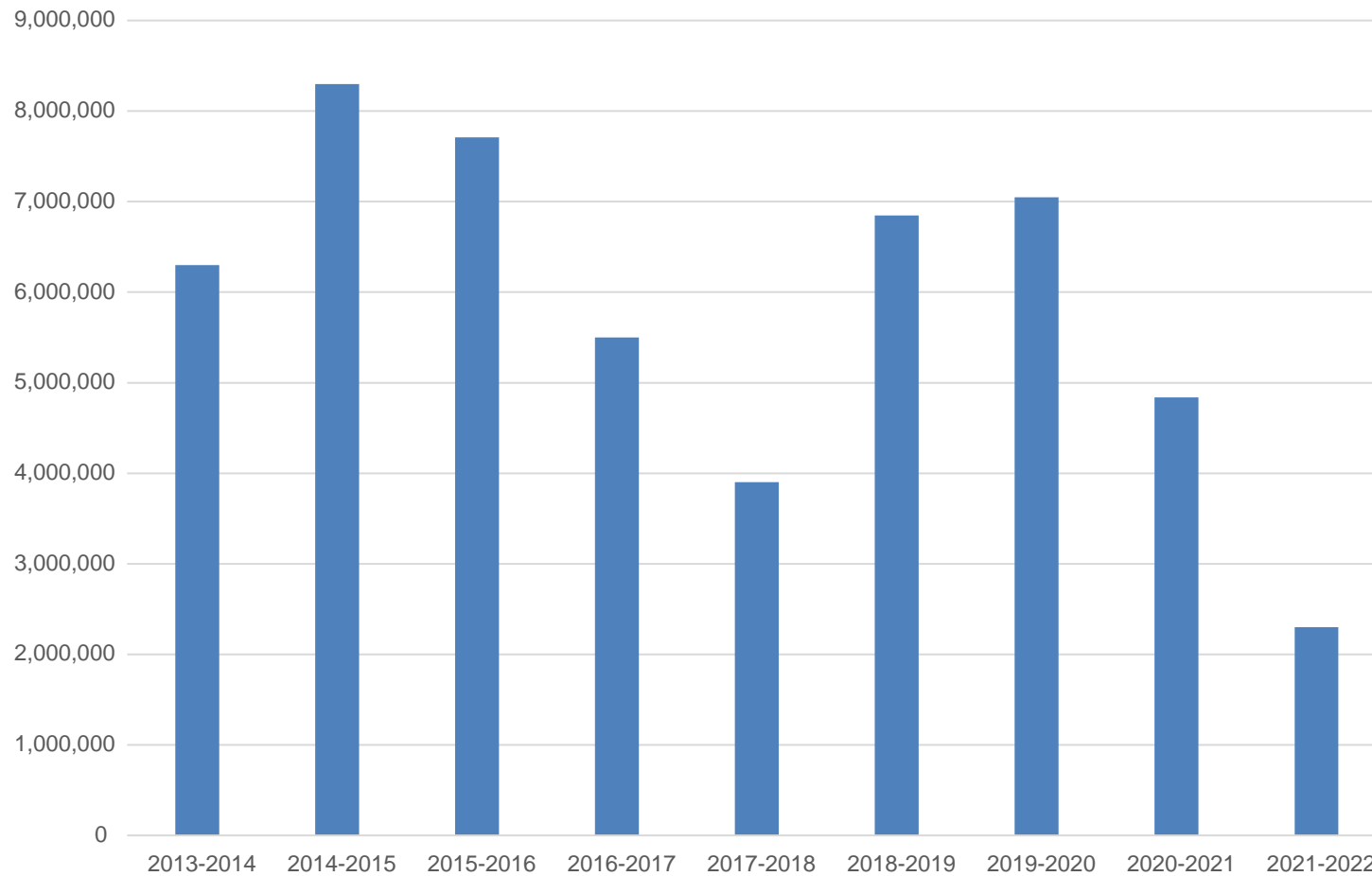
Surplus – Year End 2021-2022

Projected February 2022	\$ 7,066,216
Actual June 30, 2022	8,218,621
Net Increase (0.52% of Operating Expenses)	<u>\$ 1,152,405</u>

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Year	Unspent School	Unspent District	Purchase Order Commitments	COVID Contingency	Budgeted in Future Years' Budget	Reserve	Infrastructure	Unrestricted Operating	Total
2013-2014	4,966,707	2,507,438	530,882	-	6,300,000	-	-	-	14,305,027
2014-2015	6,108,287	2,579,856	682,969	-	8,300,000	-	-	4,104,554	21,775,666
2015-2016	5,735,930	3,750,175	961,965	-	7,710,764	-	-	4,641,593	22,800,427
2016-2017	5,379,427	3,729,737	1,385,806	-	5,500,000	-	-	3,774,594	19,769,564
2017-2018	4,246,216	5,307,670	1,018,775	-	3,900,000	-	-	-	14,472,661

Surplus to Balance Next Year



Surplus – Ministry Policy

- Boards are required by the School Act to prepare a balanced budget
- Boards are permitted to carry forward unspent operating budget at year end
- Boards must develop, publish and maintain a local policy that describes how they will engage with their local community, education partners and local First Nations and Métis Nation BC on the management of board operating surplus
- Boards should plan to engage in public discussions with stakeholders and community partners, to discuss why boards have an operating surplus and how it will be used to support the boards' strategic plans, operational needs and enhanced educational outcomes for students

Surplus – Ministry Policy

- Policy 3170 – Operating Surplus:
 - <https://www.sd61.bc.ca/our-district/documents/name/policy-3170-operating-surplus/>
- Three categories of Internally Restricted Operating Surplus:
 - Restricted due to the nature of constraints on funds
 - Restricted for anticipated unusual expenses identified by the Board
 - Restricted for operations spanning multiple school years
- Restricted for future capital cost share
- Unrestricted operating surplus (contingency); goal of 2-4% of operating revenue

Work Plan

- Topics
 - Topics from 2022-2023 are on pages 63 & 64 of your agenda pack-up
- Sequence
 - When do you want to hear about various topics?
- Experts & resource people
 - Who can give you a good and diverse sense of what the topic is and its impacts?

Work Plan

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Take Away

- What is your biggest take away from today's meeting?
- What will you be sharing with your members between now and the next meeting?

Next Meeting

- December 8, 2022 at 6:00pm (Microsoft Teams)
- Would you prefer online or in person format for future meetings?