

SPECIAL BOARD / COMMITTEE OF THE WHOLE AGENDA

Tuesday, April 12, 2022
at 7:00 pm
Teams Live Broadcast

1. CALL MEETING TO ORDER

1.1 INDIGENOUS LAND ACKNOWLEDGEMENT

We are unlearning and relearning on the traditional and unceded lands of the xʷməθkʷəy̓əm (Musqueam), Skwxwú7mesh (Squamish) and səliwətał (Tsleil-Waututh) Nations.

1.2 OPENING REMARKS

The meeting is being live-streamed and the audio and visual recording will also be available to the public for viewing after the meeting. The footage of the meeting may be viewed inside and outside of Canada.

2. ADOPTION OF MINUTES

2.1 Meeting of April 4, 2022 (Committee of the Whole - Budget)

2.2 Matters Arising from the Minutes

2.2.1 Draft Status Quo Budget Update (information to be provided)

3. MOTION TO DISSOLVE THE BOARD MEETING INTO THE COMMITTEE OF THE WHOLE

That the Board dissolve itself into the Committee-of-the-Whole

4. DELEGATIONS RE: DRAFT STATUS QUO BUDGET FOR 2022-2023

Delegations are estimated to begin approximately at 7:00 PM.

4.1 Stakeholder Delegations

4.1.1 Vancouver Elementary School Teachers' Association (VESTA), Joanne Sutherland, Rob McGowan, and Vanessa Lefebvre

4.2 Other Delegations

4.2.1 Krista Sigurdson

5. MOTION TO RISE AND REPORT FROM THE COMMITTEE OF THE WHOLE

That the Committee-of-the-Whole rise and report.

6. MOTION TO RECONVENE THE BOARD MEETING

That the Board meeting be reconvened.

7. ADJOURNMENT

SPECIAL BOARD/ COMMITTEE OF THE WHOLE MEETING MINUTES

Monday, April 4, 2022, at 7:00 pm

The Board of Education of School District No. 39 (Vancouver) met in room 114 (the Boardroom), VSB Education Centre, 1580 West Broadway, Vancouver, B.C. and online in Teams on Monday, April 4, 2022, at 7:00 pm. The meeting was live-streamed.

Trustees Present in the Room:	Janet Fraser, Chairperson, Estrellita Gonzalez, Vice-Chairperson, Fraser Ballantyne, Lois Chan-Pedley, Oliver Hanson, Barb Parrott, Allan Wong
Trustees Present in Teams:	Jennifer Reddy
Trustees Absent with Regrets:	Carmen Cho
Senior Management Present in the Room:	David Green, Secretary Treasurer Helen McGregor, Superintendent David Nelson, Deputy Superintendent Shehzad Somji, Assistant Secretary Treasurer Robert Schindel, Associate Superintendent-Educational Services Jody Langlois, Associate Superintendent-Learning Services Pedro da Silva, Associate Superintendent-Learning and Information Technology Pete Nuij, Associate Superintendent-Employee Services
Also Present in the Room:	Will Hsu, Manager of Budgeting, Forecasting, and Planning Judy Mah, Executive Assistant (Recorder)

1. CALL MEETING TO ORDER

1.1 Indigenous Land Acknowledgement

The Chairperson called the meeting to order and acknowledged that we are unlearning and relearning on the traditional and unceded lands of the xʷməθkʷəy̓əm (Musqueam), Skwxwú7mesh (Squamish) and səliłwətał (Tsleil-Waututh) Nations.

1.2 Opening Remarks

The Chairperson informed everyone the meeting is being live-streamed and the audio and visual recording will also be available to the public for viewing after the meeting. The footage of the meeting may be viewed inside and outside of Canada. She reviewed meeting decorum for respectful behavior and acknowledged that recent changes have been made to COVID protocols in schools and worksites to reflect the updated guidance from the Public Health Organization. The Chairperson further informed that staff and trustees are meeting in person this evening and that the District will continue to make ongoing adjustments to COVID measures based on public health guidelines.

2. ADOPTION OF MINUTES

2.1 Meeting of March 8, 2022

Moved by A. Wong, seconded by E. Gonzalez, that the minutes of March 8, 2022 be adopted.

The Chairperson asked if there were any trustees not in support of the motion. There being none, the motion was

APPROVED UNANIMOUSLY

3. MOTION TO DISSOLVE THE BOARD MEETING INTO COMMITTEE OF THE WHOLE

Moved by L. Chan Pedley, seconded by E. Gonzalez, that the Board dissolve itself into Committee-of-the-Whole.

The Chairperson asked if there were any trustees not in support of the motion. There being none, the motion was

APPROVED UNANIMOUSLY

4. PRESENTATION OF THE DRAFT STATUS QUO BUDGET FOR 2022-2023

The Secretary Treasurer and Assistant Secretary Treasurer gave a PowerPoint presentation showing details of the draft Status Quo Budget for 2022-2023, a copy of which is on file with the meeting agenda. The Secretary Treasurer reviewed the agenda for the evening and invited the Superintendent to provide opening comments. In the Superintendent's opening remarks, she reported that the public engagement process supporting the budget development process closed on March 31, 2022 and that an engagement summary report will be presented at the next Finance Committee Meeting on April 20, 2022.

The Secretary Treasurer continued the PowerPoint presentation, summarizing the Board and legislative requirements which override the budget process. He further reviewed the District's balanced budget approach as well as the budget process timeline for the period, February to May 2022.

The Assistant Secretary Treasurer reported on the Ministry of Education Funding Announcement for 2022-2023 and reviewed the details of the funding allocation system for the provincial operating grants and the formula which forms the basis for the development of the 2022-2023 budget.

In reviewing the details of the draft status quo operating fund budget, the Secretary Treasurer reported the **2022-2023 Operating Fund Budget Preliminary Draft Document** dated April 4, 2022, would be posted on the website following the meeting. The report includes further details on the budget process, including the Draft Status Quo 2022-2023 Operating Fund Budget

- Will be subject to changes prior to adoption by the Board.
- Uses the approved, 2021-2022 Amended Annual Budget as a starting point.
- Incorporates the Ministry Operating Grant, which was announced by the Ministry of Education on March 11, 2022.
- Contains a revenue and expenditure forecast, with one key fact being that declining student enrolment is impacting the cost structure of the District, resulting in a structural deficit.

The Secretary Treasurer reviewed the operating fund revenue and expense (Schedule 2) and assumptions made in creating the preliminary draft status quo budget. He summarized the revenue and expenditure forecast which results in a projected net expense of \$14.7 million. The estimated surplus that will be

available on June 30, 2022 to offset this projected deficit is \$8.8 million, with a resulting shortfall of \$5.9 million. The projected available surplus was estimated at January 31, 2022 and may change. He reported on the factors contributing to the deficit, and on projected surplus and potential savings.

The Assistant Secretary Treasurer reviewed work that still needs to be done, including the review and potential reclassification of applicable consulting and legal fees from operating to capital costs. The Secretary Treasurer concluded the presentation by summarizing information on mitigating risk factors and next steps.

5. DISCUSSION WITH STAKEHOLDER REPRESENTATIVES

The Chairperson opened a discussion for stakeholder representatives to ask questions and provide feedback on the presented Draft Status Quo Budget for 2022-2023. The following stakeholder representatives were present in Teams for the discussion:

1. Canadian Union of Public Employees (CUPE) 15: Warren Williams, Kathie Currie, Marisa Dikeakos
2. Canadian Union of Public Employees (CUPE) 407: Brent Boyd, Charleen Anne Derzak
3. District Parents Advisory Council (DPAC): Gord Lau, Jen Brummitt
4. International Union of Operating Engineers (IUOE): Harjit Khangura
5. Professional & Administrative Staff Association (PASA): Scott Deyell
6. Vancouver Association of Secondary School Administrators (VASSA): Alec McInnis, Mike Vulgaris
7. Vancouver Elementary Principals' and Vice Principals' Association (VEPVPA): Rosa Fazio, Joel Levine, Lori Prodan
8. Vancouver Elementary School Teachers' Association (VESTA): Joanne Sutherland, Vanessa Lefebvre, Greg Canning
9. Vancouver Secondary Teachers' Association (VSTA): Terry Stanway
10. Building Trades: Neil Munro

Trustees and stakeholders asked questions and staff provided responses.

6. MOTION TO RISE AND REPORT FROM THE COMMITTEE-OF-THE-WHOLE

Moved by A. Wong, seconded by F. Ballantyne, that the Board rise and report from the Committee-of-the-Whole.

The Chairperson asked if there were any trustees not in support of the motion. There being none, the motion was

APPROVED UNANIMOUSLY

7. MOTION TO RECONVENE THE BOARD MEETING

Moved by E. Gonzalez, seconded by F. Ballantyne, that the Board meeting be reconvened.

The Chairperson asked if there were any trustees not in support of the motion. There being none, the motion was

APPROVED UNANIMOUSLY

8. ADJOURNMENT

Moved by E. Gonzalez, seconded by F. Ballantyne, that the Board meeting be adjourned.

The Chairperson asked if there were any trustees not in support of the motion. There being none, the motion was

APPROVED UNANIMOUSLY

The meeting adjourned at 8:29 pm.

J. David Green, Secretary Treasurer

Janet Fraser, Chairperson

VANCOUVER SCHOOL DISTRICT SPECIAL BOARD / COMMITTEE OF THE WHOLE

April 12, 2022

 Vancouver
School District

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**Skwxwú7mesh
Úxwumixw**

Squamish Nation



Indigenous Acknowledgement

Please join me in acknowledging that we are
unlearning and relearning on the traditional
and unceded lands of the

xʷməθkʷəy̓əm (Musqueam),

Skwxwú7mesh (Squamish) and

səlilwətał (Tsleil-Waututh)

Nations.



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Live Streaming & Recordings

The meeting is being live-streamed and the audio and visual recording will also be available to the public for viewing after the meeting.

The footage of the meeting may be viewed inside and outside of Canada.

Meeting Decorum

It is our Board's responsibility to ensure that our meetings are conducted in a safe and respectful manner.

As a Board of Education for a school district, it is important that we model the behavior that we expect of students in their schools.

Roll Call

VSB Vancouver
School District

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ITEM 2

Adoption of Minutes

VSB Vancouver
School District

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ITEM 2.2.1

Draft Status Quo Budget Update

A decorative graphic on the left side of the slide features a thick red arrow pointing to the right, with several thin, curved lines extending upwards and to the right from its base.

2022-2023 Budget Process Committee of the Whole

April 12, 2022

Agenda

- Status Quo Budget Revision
- Follow Up from April 4, 2022 Meeting
 - Answers to Questions
 - Timeline
- Structural Deficit Discussion
- Status Quo Budget Ongoing Work

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Revised Status Quo Budget

	Presented on April 4th CotW	Addition (Reduction)	Status Quo
	\$	\$	\$
Revenues			
Provincial Grants			
Ministry of Education	482,758,695		482,758,695
Other	62,249		62,249
Federal Grants	2,478,912		2,478,912
Tuition	19,853,038		19,853,038
Other Revenue	12,122,989		12,122,989
Rentals and Leases	4,891,153		4,891,153
Investment Income	2,889,214		2,889,214
Total Revenue	525,056,250	-	525,056,250
Expenses			
Instruction	447,274,781	(499,382)	446,775,399
District Administration	22,147,553	(245,025)	21,902,528
Operations and Maintenance	67,177,561	(123,746)	67,053,815
Transportation and Housing	3,190,375		3,190,375
Total Expense	539,790,270	(868,153)	538,922,117
Net Revenue (Expense)	(14,734,020)	868,153	(13,865,867)
Required Prior Year Surplus Appropriation	14,734,020	(868,153)	13,865,867
Net Transfers (to) from other funds			
Tangible Capital Assets Purchased	(1,790,218)		(1,790,218)
Capital Leases	(2,833,503)		(2,833,503)
Transfer from Local Capital Reserve	4,623,721		4,623,721
Total Net Transfers	-	-	-
Budgeted Surplus (Deficit), for the year	-	-	-

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Status Quo Budget Revisions

- Presentation of Capital Purchases
- Costs Already Included or Removed as Presented on April 4th
(Question asked by Trustee Parrott)

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Status Quo Budget Revision Budgeted Capital Purchases

- Original Assumption was to charge capital purchases to Local Capital Reserve.
- Correct budget presentation is to show a transfer from Local Capital Reserve to the Operating Fund. Amount is \$4,623,721.
- District has done this in the past in budget and in actual.

■ 2013-2014	Budget - \$4,374,052	Actual - \$4,374,052
■ 2014-2015	Budget - \$3,081,534	Actual - \$2,481,534
■ 2015-2016	Budget - \$725,000	Actual - \$ 447,793
■ 2016-2017	Budget - \$379,207	Actual - \$ 307,914

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Status Quo Budget Revision

	Status Quo	Budget Proposals
Elementary Preparation Time		\$ 451,407
Health and Safety Manager		141,652
IT Supervisor		227,594
Secondary Preparation Time		47,500
Replenish School Flex Budgets	130,000	-
Strong Start program deficit	55,000	-
Material Services	39,017	-
Remove cost for Anti-Racism In-service Training Day	(159,311)	-
Remove 21/22 Labour Negotiation	(100,000)	-
	<u>\$ (35,294)</u>	<u>\$ 868,153</u>

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Elementary Make Up Prep Time

- Required to provide prep time after statutory holidays and professional development days
- Currently is often done by school administrators and teachers are owed
- Plan is to use TTOC's to cover for the staff teachers
- Budget proposal based on 950 days using TTOC Daily Rate of \$475
- Total Proposal - \$451,407

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Secondary Prep Time Payout

- District has past agreements to payout missed prep time to secondary teachers
- In 2018-2019 (Pre-pandemic)

Amount of accumulated missed prep:

 - 2018/19-
 - 29591 mins
 - 92.76 days
- Budget proposal for 2022-2023 is 100 days at TTOC Daily Rate of \$475
- Total Proposal - \$47,500

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Health & Safety Manger

- Manager was hired with COVID funding to assist with H&S matters.
- Proposal is to maintain position to help the District to obtain the WorkSafe BC Certificate of Recognition (COR) designation
- Would result in premium rebates from WorkSafe BC of up to 10% of premiums paid
- In 2021 District paid \$3.9 million in premiums
- Potential rebate in each year starting in calendar 2024 of \$350,000 to \$400,000
- Total Proposal for 2022-2023 - \$141,652

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LIT Supervisor Positions

- Responsible for Cloud Security and related Applications and Office 365 functions
- Technical support for students and staff
- Funded from COVID money from fall of 2020 for a year.
- Remained in the amended budget and was in the April 4th version of the Status Quo budget
- Total Proposal

	Budgeted	To be Added	Total
Supervisor 1	65,537	26,152	91,920
Supervisor 2	60,500	31,189	91,920
Total Salaries	126,037	57,340	183,840
Benefits	29,997	13,757	43,754
Total Cost	156,034	71,560	227,594

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Follow Up from April 4, 2022 Meeting – Answers

The average salaries (excl. benefits) for our employee groups are:

Teachers	89,928
Principals and Vice Principals	133,663
Support Staff (excl. Supervision Aides)	50,433
Other Professionals (excl. Trustees)	109,342

Please note that in support staff salaries are based on collective agreement stated job bands; therefore, in a status quo base budget approach when there is no change to the composition of the staffing population, the only change to average salary will be due to negotiated salary increases.

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Follow Up from April 4, 2022 Meeting – Timeline

- Divisional Budget - On Website on April 22nd
- Staffing Finalized – April 28th
- Finance & Employee Services Staffing Reconciliation – April 29th to May 3rd
- Trustee Balanced Proposals to come to May 3rd COW
- Final Budget Proposals – May 20th Finance Committee
- Budget Approval – May 30th

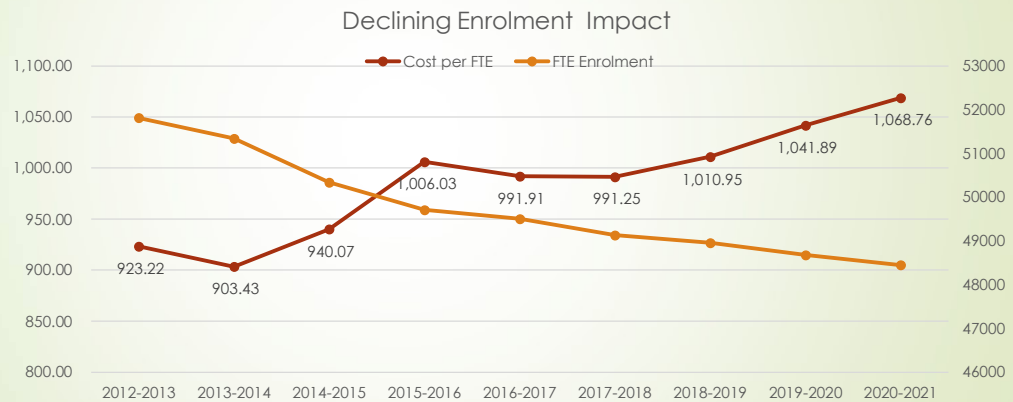
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Structural Deficit Discussion

- Available revenue does not cover costs on a continuing basis
- Contributing factors
 - Non-Enrolling staffing levels higher than collective agreement (District ratios richer than provincial agreement)
 - Continued use of surplus (one-time money)
 - Increasing need for SSW support in schools
 - Collective agreement wage lifts not fully funded over time
 - Excluded wage lifts not funded over time
 - Expensive paramedical group insurance benefits
 - Reliance on International Student Program (worsens the deficit when enrolment is lower)

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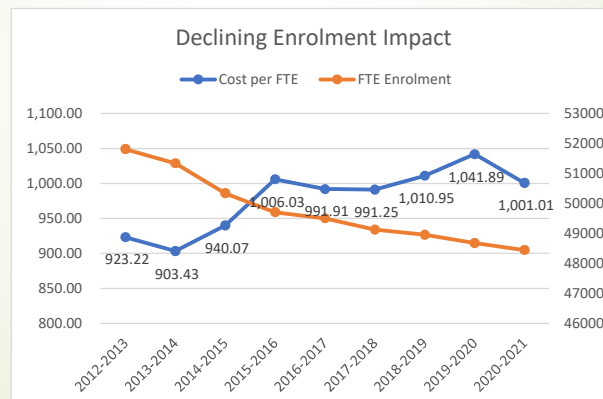
Structural Deficit – Declining Enrolment Impact



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Additional Cost Structure

- To get back to a cost per FTE of \$1,000 would require a cost reduction of \$30 million



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Status Quo Budget Ongoing Work

- Reviewing all budget assumptions
- Finalizing teacher and SSA staffing
- Revising summer school budget
- Continued analysis of departmental budgets
- Updating ISP enrolment
- Identifying surplus amounts from amended budget
- Calculating cost of Employment Standards Act revisions to provide 5 days of paid leave for casuals and TTOC's
- Reviewing all consulting and legal costs to find savings (surplus)

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QUESTIONS

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ITEM 3

Motion to Dissolve into the Committee of the Whole

ITEM 4.1.1 Stakeholder Delegation

Vancouver Elementary School Teachers'
Association (VESTA), Joanne Sutherland, Rob
McGowan, and Vanessa Lefebvre

ITEM 4.2.1 Other Delegations

Krista Sigurdson



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ITEM 5

Motion to Rise and Report
from the Committee of the
Whole



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ITEM 6

Motion to Reconvene the Board Meeting

ITEM 7

ADJOURNMENT

Thank you for your time,

The End