



The Board of Education of
School District No.5 (Southeast Kootenay)
AGENDA - REGULAR PUBLIC MEETING

September 10, 2024, 3:00 p.m.
Cranbrook Board Office

Pages

1. COMMENCEMENT OF MEETING

1.1 Call to Order

1.2 Greeting

Acknowledgement that we are gathered on the Homelands of the Ktunaxa People.

1.3 Chairperson's Opening Remarks and Recognitions

1.4 Opening Round

Members of the Board, District Management, District Staff and local Union Presidents share a reflection of gratitude.

1.5 Consideration and Approval of Agenda

1.6 Approval of the Minutes

5

Approval of the minutes from June 11, 2024

1.7 Receipt of Records of Closed Meetings

16

1.8 Business Arising from Previous Minutes

1.8.1 Grasmere Community Consultation Process

1.8.2 New Spaces Funding

1.8.3 Dual Credit Trades Funding Models

2. RECEIVING OF DELEGATIONS/PRESENTATIONS

3. COMMITTEE REPORTS/TRUSTEE REPRESENTATIVE REPORTS

3.1	Advocacy Education Committee	17
	Co-chair Trustee Clarke	
3.2	Policy Committee	20
	Co-chair Trustee Turner	
3.3	Student Services Committee	23
	Co-chair Trustee Ayling	
3.4	Finance Operations Personnel Committee	26
	Co-chair Trustee Johns	
3.5	BCSTA /Provincial Council	
3.6	Communications Media Committee	29
3.7	Mount Baker Secondary School Replacement Committee	
3.8	Key City Theatre	30
3.9	Legacy of Learning	
3.10	French Immersion Update	
3.11	Traffic Safety Committee	
3.12	Trustee Reports/Bouquets	31
4.	SECRETARY TREASURER'S REPORT TO THE BOARD	
	Reporting on (finances/budget, capital projects, facilities, operations/maintenance/transportation)	
4.1	Updates	
	4.1.1 Fernie Elementary School	
	4.1.2 Feeding Futures Update	33
	4.1.3 Max Turyk Facility	
4.2	Recommendations	

4.2.1 Audited Financial Statements

35

THAT the Board of Education accept and approve the Audited Financial Statements for the period ended June 30, 2024, and authorize Secretary Treasurer Taylor to submit to the Ministry as required.

5. SUPERINTENDENT'S REPORT TO THE BOARD

5.1 Updates

5.1.1 Child Care

90

5.1.2 Elementary Alternate Program

5.1.3 Framework for Enhancing Student Learning

5.2 Recommendations

6. CHAIRPERSON'S REPORT

6.1 Updates

6.2 Recommendations

7. NEW BUSINESS

7.1 Business Arising from Delegations

7.2 Amy Woodland Elementary School Update

8. ITEMS FOR INFORMATION/CORRESPONDENCE

8.1 September 20-21 Kootenay Boundary Branch AGM (Nakusp)

8.2 September 20 Professional Development Day

8.3 September 23 Committee Meetings

8.4 September 30 National Day for Truth and Reconciliation

9. QUESTION PERIOD

10. CLOSING ROUND

11. ADJOURNMENT

What have we done at this meeting to help our students become more interested in school and to support them in their personal learning journey?



**The Board of Education of
School District No.5 (Southeast Kootenay)
MINUTES - REGULAR PUBLIC MEETING**

**June 11, 2024, 3:00 p.m.
Cranbrook Board Office**

Present:

Chairperson Doug McPhee
Trustee Trina Ayling
Trustee Bev Bellina (remotely)
Trustee Irene Bischler
Trustee Alysha Clarke (remotely)
Trustee Nicole Heckendorf
Trustee Chris Johns
Trustee Sarah Madsen (remotely)
Trustee Wendy Turner

Staff Present

Superintendent Viveka Johnson
Secretary Treasurer Nick Taylor
Director of Instruction Human Resources Brent Reimer
Director of Student Learning and Indigenous Education Jason Tichauer
Director of Student Learning and Innovation Diane Casault
Operations Manager Joe Tank
District Principal Early Learning and Child Care Laura-Lee Phillips
District Vice Principal Human Resources and Health & Safety Jaslene Atwal
Executive Assistant to Secretary Treasurer and Superintendent (recorder)
Jane Nixon

1. COMMENCEMENT OF MEETING

1.1 Call to Order

Chair McPhee called the June 11, 2024, regular public meeting of the Board of Education to order at 3:07 p.m.

1.2 Greeting

Chair McPhee acknowledged that we have gathered here in the Homelands of the Ktunaxa People.

1.3 Chairperson's Opening Remarks and Recognitions

Chairperson McPhee recognized the District retirees (listed under Chairperson's Update).

1.4 Opening Round

Members of the Board, District Management, District Staff and local Union Presidents shared a reflection of gratitude.

1.5 Consideration and Approval of Agenda

Additions:

MOTION R-24-090

Moved/Seconded by Johns/Bischler:

THAT the agenda for the regular public meeting of the Board of Education of June 11, 2024, be approved as circulated.

CARRIED UNANIMOUSLY

1.6 Approval of the Minutes

MOTION R-24-091

Moved/Seconded by Heckendorf/Turner:

THAT the minutes of the regular public meeting of the Board of Education of May 14, 2024, be approved as circulated.

CARRIED UNANIMOUSLY

1.7 Receipt of Records of Closed Meetings

MOTION R-24-092

Moved/Seconded by Bellina/Heckendorf:

THAT the Board accept the closed records of the in-camera meetings of the Board of Education of May 14 and May 27, 2024.

CARRIED UNANIMOUSLY

1.8 Business Arising from Previous Minutes

Nil

2. RECEIVING OF DELEGATIONS/PRESENTATIONS

2.1 Introduction to Learning in the Primary Years

Presentation by Maureen Dockendorf and Carol Johns

3. COMMITTEE REPORTS/TRUSTEE REPRESENTATIVE REPORTS

3.1 Advocacy Education Committee

Co-chair Trustee Ayling reviewed the minutes of the May 27, 2024, meeting of the Advocacy Education Committee. Co-chair Ayling requested discussion on the necessity of the second paragraph in the original recommendation. The recommendation was subsequently revised with the deletion of the following paragraph:

“The thank you letter will be sent to media along with a copy of the original letter; however, prior to releasing the letter to media, Trustee Ayling will research the mercury poisoning discussed.”

MOTION R-24-093

Moved/Seconded by Ayling/Turner:

THAT a letter be written by the Board of Education to the District Parent Advisory Council President and Treasurer to acknowledge the advocacy letter sent regarding Mount Baker Secondary.

CARRIED UNANIMOUSLY

MOTION R-24-094

Moved/Seconded by Ayling/Johns:

THAT the report of the Advocacy Education Committee be accepted as presented.

CARRIED UNANIMOUSLY

3.2 Policy Committee

Acting Co-chair Trustee Madsen reviewed the minutes of the May 27, 2024, meeting of the Policy Committee.

MOTION R-24-095

Moved/Seconded by Madsen/Bischler:

THAT the report of the Policy Committee be accepted as presented.

CARRIED UNANIMOUSLY

3.3 Student Services Committee

Co-chair Trustee Bellina reviewed the minutes of the May 27, 2024, meeting of the Student Services Committee.

MOTION R-24-096

Moved/Seconded by Bellina/Heckendorf:

THAT the report of the Student Services Committee be accepted as presented.

CARRIED UNANIMOUSLY

3.4 Finance Operations Personnel Committee

Co-chair Trustee Johns reviewed the minutes of the May 27, 2024, meeting of the Finance Operations Personnel Committee.

MOTION R-24-097

Moved/Seconded by Johns/Turner:

THAT a letter be written by the Board of Education to the City of Cranbrook outlining the concerns surrounding the Knights Hall property on King Street.

CARRIED UNANIMOUSLY

MOTION R-24-098

Moved/Seconded by Johns/Bischler:

THAT the report of the Finance Operations Personnel Committee be accepted as presented.

CARRIED UNANIMOUSLY

3.5 BCSTA /Provincial Council

No updates at this time.

MOTION R-24-099

Moved/Seconded by Bellina/Clarke:

THAT the report of the BCSTA Provincial Council be accepted as presented.

CARRIED UNANIMOUSLY

3.6 Communications Media Committee

Trustee Ayling reviewed the report included in the agenda package.

MOTION R-24-100

Moved/Seconded by Ayling/Turner:

THAT the report of the Communications Media Committee be accepted as presented.

CARRIED UNANIMOUSLY

3.7 Mount Baker Secondary School Replacement Committee

No report at this time.

MOTION R-24-101

Moved/Seconded by Johns/Bischler:

THAT the report of the Mount Baker Secondary School Replacement Committee be accepted as presented.

CARRIED UNANIMOUSLY

3.8 Key City Theatre

Trustee Ayling reviewed the report included in the agenda package.

MOTION R-24-102

Moved/Seconded by Ayling/Bellina:

THAT the report of the Key City Theatre Committee be accepted as presented.

CARRIED UNANIMOUSLY

3.9 Legacy of Learning

Trustee Johns reviewed the Legacy of Learning report that was available as a hard copy at the meeting.

MOTION R-24-103

Moved/Seconded by Johns/Bischler:

THAT the Board accept the Legacy of Learning report.

CARRIED UNANIMOUSLY

3.10 French Immersion Update

Trustee Heckendorf reported that there was no information to update from the French Immersion Committee.

MOTION R-24-104

Moved/Seconded by Heckendorf/Bischler:

THAT the report of the French Immersion Committee be accepted as presented.

CARRIED UNANIMOUSLY

3.11 Traffic Safety Committee

Trustee Johns reviewed the Traffic Safety Committee report included in the agenda package. He shared the recent news of the grant that was awarded to the District from Vision Zero BC.

Trustee Johns recognized the work of Elizabeth Wright on the grant application.

MOTION R-24-105

Moved/Seconded by Johns/Turner:

THAT the report of the Traffic Safety Committee be accepted as presented.

CARRIED UNANIMOUSLY

3.12 Trustee Reports/Bouquets

Trustee Bellina recognized the members of District Management that attended the recent Sparwood Community Engagement Night.

Trustee Ayling recognized the work of Operations Manager Tank at the BCPSEA Bargaining in Vancouver.

Chairperson McPhee recognized the Board of Education and members of District Management, staff and students of the District.

Trustee Turner recognized Shelley Balfour's retirement from the Cranbrook District Teachers Association.

4. SECRETARY TREASURER'S REPORT TO THE BOARD

4.1 Updates

4.1.1 Feeding Futures Advisory Committee

Secretary Treasurer Taylor recognized the work of the Feeding Futures Advisory Committee. He congratulated the District and third party provider, Community Connections Society of Southeast BC, for moving forward with the pilot project at Parkland Middle School. He also recognized the work of the Salvation Army, school staff and community groups working towards the goal of providing food to children attending schools in the District.

4.1.2 Grasmere Community Consultation Process

A community consultation meeting will be held in the Fall of 2024 as requested by Trustee Clarke.

4.2 Playground Funding

Secretary Treasurer Taylor provided a playground funding report. The District will continue to advocate for playground funding.

4.3 Recommendations

MOTION R-24-106

Moved/Seconded by Bischler/Heckendorf:

THAT the Secretary Treasurer's report be accepted as presented.

CARRIED UNANIMOUSLY

5. SUPERINTENDENT'S REPORT TO THE BOARD

The Framework for Enhancing Student Learning report can be found on the School District's website at www.sd5.bc.ca.

5.1 Updates

5.1.1 Child Care

5.1.1.1 New Spaces Funding

District Principal Phillips reviewed the PowerPoint presentation included in the agenda package. She discussed new partnerships and funding for before and after school care in schools across the communities of the District.

District Principal Phillips also provided an update on the existing child care programs at Amy Woodland Elementary and Fernie Learning Centre.

Trustee Turner recognized the dedicated work of District Principal Phillips and Director Casault.

Announcements will be forthcoming as projects are completed.

5.1.2 Framework for Enhancing Student Learning (FESL)

Superintendent Johnson provided a brief update on the Framework for Enhancing Student Learning. She also acknowledged the success of the community engagement nights throughout the months of May and June.

5.1.3 Strategic Planning

Superintendent Johnson provided an update on the ongoing strategic planning process.

5.1.4 Community Engagement Nights

Superintendent Johnson recognized the schools in the communities of Fernie, Jaffray, Elkford, Cranbrook and Sparwood for hosting the community engagement nights.

5.1.5 Crisis Prevention Institute - Reframing Behaviour

Superintendent Johnson provided an update on Crisis Prevention Institute (CPI). The CPI Reframing Behaviour program will replace Mandt training in the District starting in August 2024.

5.2 Recommendations

MOTION R-24-107

Moved/Seconded by Heckendorf/Bellina:

THAT the Superintendent's Report be accepted as presented.

CARRIED UNANIMOUSLY

6. CHAIRPERSON'S REPORT

6.1 Updates

Chairperson McPhee recognized the following employees on their retirement from the District:

- Karen Bidder
- Kari Duffy
- Debra Dupley
- Maureen Eastman
- Marie Hansen

- Ronalie James
- Judi Poole
- Susan Potter
- Lesley Runzer
- Mardelle Sauerborn
- Adrienne Schaloske
- Patrice Streeter
- Susan Teslak
- Monica Vording

6.2 Recommendations

MOTION R-24-108

Moved/Seconded by Bischler/Johns:

THAT the Chairperson's report be accepted as presented.

CARRIED UNANIMOUSLY

7. NEW BUSINESS

7.1 Business Arising from Delegations

Nil

7.2 Annual Budget Bylaw (Second and Third Readings)

MOTION R-24-109

Moved/Seconded by Johns/Ayling:

THAT the 2024/2025 Annual Budget Bylaw be read for the second time on June 11, 2024.

CARRIED UNANIMOUSLY

MOTION R-24-110

Moved/Seconded by Heckendorf/Bischler:

THAT the 2024/2025 Annual Budget Bylaw be read for the third time, passed and adopted on June 11, 2024.

CARRIED UNANIMOUSLY

7.3 Dual Credit Trades Funding Models

Director Tichauer discussed the new funding model that is currently in draft. There are no further updates at this time. This will be an ongoing agenda item.

8. ITEMS FOR INFORMATION/CORRESPONDENCE

8.1 Sparwood Official Community Plan (OCP) Amendment

Secretary Treasurer Taylor and Trustee Bellina discussed the OCP amendment included in the agenda package.

8.2 Climate Change Accountability Report (CCAR)

Secretary Treasurer Taylor reviewed the CCAR that was filed at the end of May 2024.

8.3 Response from Columbia Basin Trust

Trustee Johns reviewed the response from Columbia Basin Trust. Trustee Johns has discussed funding models with various impacted environmental education programs. He further discussed alternative ways to keep environmental education in schools across the District.

8.4 June 13 Ktunaxa Flag Raising (MBSS) 11:00 a.m.

8.5 June 13 Literacy Sharing Fair

8.6 June 13 Retirement Dinner

8.7 June 27 Elkford Graduation Commencement

8.8 June 27 Mount Baker Secondary Graduation Commencement

8.9 June 28 Fernie Graduation Commencement

9. QUESTION PERIOD

Nil

10. CLOSING ROUND

Trustees, District Management and local Union Presidents were offered an opportunity to share a final comment on the meeting.

11. ADJOURNMENT

MOTION R-24-111

Moved/Seconded by Bischler/Johns:

THAT the June 11, 2024, regular public meeting of the Board of Education adjourn at 4:45 p.m.

What have we done at this meeting to help our students become more interested in school and to support them in their personal learning journey?

Doug McPhee, Chairperson

Nick Taylor, Secretary Treasurer

DRAFT



1.7. RECEIPT OF RECORDS OF CLOSED MEETINGS

In-camera Meetings:

June 11, 2024

- Secretary Treasurer's Report
 - Personnel
 - Land
 - Legal
 - Matters if in the opinion of the Board the public interest requires consideration in camera

June 26, 2024 Special

- Personnel
 - Matters if in the opinion of the Board the public interest requires consideration in camera

August 26, 2024

- Secretary Treasurer's Report
 - Personnel
 - Land
 - Legal
 - Matters if in the opinion of the Board the public interest requires consideration in camera

August 26, 2024 Special

- Personnel
 - Matters if in the opinion of the Board the public interest requires consideration in camera

Nick Taylor
Secretary Treasurer



**The Board of Education of
School District No.5 (Southeast Kootenay)
Minutes - Advocacy/Education Committee**

Date: August 26, 2024, 2:30 p.m.

Location: Cranbrook Board Office

Committee Members in Attendance: Co-Chair Trustee Trina Ayling
Co-Chair Trustee Alysha Clarke
Trustee Bev Bellina (remotely)
Trustee Sarah Madsen

Board/District Staff in Attendance: Chairperson Doug McPhee
Trustee Irene Bischler
Trustee Nicole Heckendorf
Trustee Chris Johns
Trustee Wendy Turner
Superintendent Viveka Johnson
Secretary Treasurer Nick Taylor
Director of Student Learning and Innovation Diane Casault
Director of Student Learning and Indigenous Education Jason Tichauer
Director of Operations Joe Tank
District Principal of Learning Services Kaley Wasylowich
District Principal of Early Learning and Child Care Laura-Lee Phillips
District Vice Principal of Human Resources and Health & Safety Jaslene Atwal (in at 12:57 p.m.)
Executive Assistant to Secretary Treasurer and Superintendent (recorder) Jane Nixon

1. COMMENCEMENT OF MEETING

1.1 Call to Order

Co-Chair Trustee Clarke called the Advocacy Education Committee meeting of August 26, 2024, to order at 12:46 p.m.

1.2 Approval of Agenda

Moved/Seconded by Ayling/Bellina:

THAT the agenda of the Advocacy Education Committee meeting of August 26, 2024, be approved as circulated.

1.3 Approval of Minutes

Moved/Seconded by Clarke/Bellina:

THAT the minutes of the Advocacy Education Committee meeting of May 27, 2024, be approved as circulated.

Trustee Johns noted that Project Heavy Duty information provided in the presentation of the May 27, 2024 was incorrect. The District is, in fact, providing funding to this program.

Trustee Johns also requested confirmation that the banners for Project Heavy Duty have been ordered for 2025. Director Tank will confirm this order.

2. BUSINESS ARISING FROM PREVIOUS MEETING

Nil

3. PRESENTATIONS

Nil

4. REPORTS

4.1 DSAC Report

Trustee Bellina provided an update from the District Student Advisory Council meeting in June. This was the final meeting of the 2023/24 school year.

4.2 DPAC Report

Trustee Turner provided an update from the June District Parent Advisory Council meeting. The month of June was filled with field trips, graduation and proms. The next DPAC meeting is September 18, 2024.

4.3 Framework for Enhancing Student Learning (FESL) (Items determined by Superintendent)

Superintendent Johnson provided an update on the Framework for Enhancing Student Learning. The upcoming Framework for Enhancing Student Learning will be submitted before September 30, 2024.

Director Casault provided in-depth information on the sharing session with itinerant teachers in June and discussed goals and objectives for the upcoming school year.

Other discussions included:

- School growth plans
- Posting for District Numeracy Teacher
- Ongoing Strategic Planning with the Board of Education and stakeholder involvement

4.4 Child Care

District Principal Phillips provided an Early Learning and Child Care update.

5. NEW BUSINESS

Nil

6. ACTION ITEMS FOR FUTURE MEETINGS

Nil

7. CORRESPONDENCE

7.1 Response to DPAC Letter

Received and filed

8. QUESTION PERIOD

Nil

9. ADJOURNMENT

Moved/Seconded by Bellina/Ayling:

THAT the August 26, 2024, Advocacy Education Committee meeting adjourn at 1:01 p.m.

Have we continued to enhance high standards, noble expectations, elevated commitments and quality performances to support student achievement?



**The Board of Education of
School District No.5 (Southeast Kootenay)
MINUTES - POLICY MEETING**

**August 26, 2024, 1:00 p.m.
Cranbrook Board Office**

Committee Members in Attendance: Co-Chair Trustee Wendy Turner
Trustee Alysha Clarke

Regrets: Co-Chair Trustee Nicole Heckendorf
Trustee Sarah Madsen

Board/District Staff in Attendance: Chairperson Doug McPhee (ex officio member)
Trustee Bev Bellina (remotely)
Trustee Trina Ayling
Trustee Irene Bischler
Trustee Chris Johns
Superintendent Viveka Johnson
Secretary Treasurer Nick Taylor
Director of Instruction Human Resources Brent Reimer
Director of Student Learning and Indigenous Education Jason Tichauer
Director of Student Learning and Innovation Diane Casault
Director of Operations Joe Tank
District Principal Learning Services Kaley Wasylowich
District Principal Early Learning and Child Care Laura-Lee Phillips
Executive Assistant to Secretary Treasurer and Superintendent (recorder) Jane Nixon

1. COMMENCEMENT OF MEETING

1.1 Call to Order

Co-Chair Trustee Turner called the Policy Committee meeting of August 26, 2024, to order at 12:31 p.m.

1.2 Approval of the Agenda

Moved/Seconded by Clarke/McPhee:

THAT the agenda of the Policy Committee meeting of August 26, 2024, be approved as circulated.

1.3 Approval of the Minutes

Moved/Seconded by Clarke/McPhee:

THAT the minutes of the Policy Committee meeting of May 27, 2024, be approved as circulated.

2. BUSINESS ARISING FROM PREVIOUS MEETING

Nil

3. PRESENTATIONS

Nil

4. REPORTS

Nil

5. NEW BUSINESS

5.1 Administrative Procedure – Inclusion

District Principal Phillips reviewed the Administrative Procedure on Inclusion and Diversity. She also provided the feedback received after stakeholder consultation.

There was additional discussion on minor edits to be incorporated in the Administrative Procedure.

6. ACTION ITEMS FOR FUTURE MEETINGS

Nil

7. CORRESPONDENCE

Nil

8. QUESTION PERIOD

Nil

9. ADJOURNMENT

Moved/Seconded by Clarke/McPhee:

THAT the Policy Committee meeting of August 26, 2024, adjourn at 12:38 p.m.

Have we channelled our data driven policies in directions that are positive, productive and equitable through our employees to our students?

DRAFT



**The Board of Education of
School District No.5 (Southeast Kootenay)
MINUTES - STUDENT SERVICES MEETING**

**August 26, 2024, 1:30 p.m.
Cranbrook Board Office**

Committee Members in Attendance: Co-Chair Trustee Bev Bellina (remotely)
Co-Chair Trustee Trina Ayling
Trustee Chris Johns
Trustee Irene Bischler

Board/District Staff in Attendance: Chairperson Doug McPhee
Trustee Alysha Clarke
Trustee Wendy Turner
Superintendent Viveka Johnson
Secretary Treasurer Nick Taylor
Director of Student Learning and Innovation Diane Casault
Director of Instruction and Human Resources Brent Reimer
Director of Student Learning and Indigenous Education Jason Tichauer
Director of Operations Joe Tank
District Principal of Learning Services Kaley Wasylowich
District Principal of Early Learning and Child Care Laura-Lee Phillips
Executive Assistant to Secretary Treasurer and Superintendent (recorder)
Jane Nixon

1. COMMENCEMENT OF MEETING

1.1 Call to Order

Co-Chair Trustee Ayling called the Student Services Committee meeting of August 26, 2024, to order at 12:39 p.m.

1.2 Approval of the Agenda

Moved/Seconded by Johns/Bischler:

THAT the agenda for the Student Services Committee meeting of August 24, 2024, be approved as amended.

5.3 CUPE In-Service Days

1.3 Approval of the Minutes

Moved/Seconded by Johns/Bischler:

THAT the minutes of the Student Services Committee meeting of May 27, 2024, be approved as circulated.

2. BUSINESS ARISING FROM PREVIOUS MINUTES

2.1 Accessibility Committee Update

District Principal Wasylowich will work towards formalizing the Accessibility Committee. District Principal Wasylowich also reported that the District website now includes a link to the Accessibility page.

2.2 Crisis Prevention Institute (CPI)

District Principal Wasylowich updated the Committee on the Crisis Prevention Institute (CPI) Reframing Behaviour training for 2024/25. All principals and vice principals will be trained with the Learning Services teams in preparation for the September 20, 2024, professional development day roll out of the program. The goal is to build capacity in each school and increase the language and understanding of how to approach difficult behaviours this leading to a reduction of threat violent incident reports across the District.

3. PRESENTATIONS

Nil

4. REPORTS

Nil

5. NEW BUSINESS

5.1 Student Services Teachers

District Principal Wasylowich provided an update on Student Services teachers from Amy Woodland Elementary School. The Student Services teachers have chosen to stay with their Amy Woodland cohorts and have weekly schedules prepared that will have each teacher supporting three schools on Monday through Wednesday. The Student Services teachers will work together at Laurie Middle School on Thursdays and Fridays.

5.2 Speech Language Pathologists

District Principal Wasylowich discussed the change to schedules for Speech Language Pathologists and Speech Language Assistants across the District. The new schedules will provide consistent support at schools and will minimize travel between locations.

District Principal Wasylowich also reported that there are still two open postings: one for a Speech Language Pathologist and one for a Speech Language Assistant.

5.3 CUPE In-Service Days

The Education Assistant in-service days will be held the week of August 26 in Jaffray. These two days are offered over and above the three professional development days allotted and will cover topics such as First Aid and Reframing Behaviour.

6. ACTION ITEMS FOR FUTURE MEETINGS

Nil

7. CORRESPONDENCE

Nil

8. QUESTION PERIOD

Nil

9. ADJOURNMENT

Moved/Seconded by Johns/Bischler:

THAT the August 26, 20s4, Student Services Committee meeting adjourn at 12:45 p.m.

Have we effectively addressed the needs of our most vulnerable students and their families?



**The Board of Education of
School District No.5 (Southeast Kootenay)
MINUTES - FINANCE/OPERATIONS/PERSONNEL COMMITTEE (PUBLIC)**

**August 26, 2024, 12:00 p.m.
Cranbrook Board Office**

Committee Members in Attendance: Co-Chair Trustee Chris Johns
Co-Chair Trustee Irene Bischler
Trustee Wendy Turner (remotely)

Regrets: Trustee Nicole Heckendorf

Board/District Staff in Attendance: Chairperson Doug McPhee
Trustee Trina Ayling
Trustee Bev Bellina (remotely)
Trustee Alysha Clarke
Secretary Treasurer Nick Taylor
Superintendent Viveka Johnson
Director of Instruction and Human Resources Brent Reimer
Director of Student Learning and Innovation Diane Casault
Director of Student Learning and Indigenous Education Jason Tichauer
Director of Operations Joe Tank
District Principal of Learning Services Kaley Wasylowich
Principal of Early Learning and Child Care Laura-Lee Phillips
Executive Assistant to Secretary Treasurer and Superintendent (recorder) Jane Nixon

1. COMMENCEMENT OF MEETING

1.1 Call to Order

Co-Chair Trustee Johns called the public Finance Operations Personnel Committee meeting of August 26, 2024, to order at 12:26 p.m.

1.2 Acknowledgement of Ktunaxa Territory

Co-Chair Trustee Johns acknowledged that we have gathered on the Homelands of the Ktunaxa People.

1.3 Approval of the Agenda

Moved/Seconded by Bischler/Turner:

THAT the agenda of the public Finance Operations Personnel Committee meeting of August 26, 2024, be approved as circulated.

1.4 Approval of the Minutes

Moved/Seconded by Turner/Bischler:

THAT the minutes of the public Finance Operations Personnel Committee meeting of May 27, 2024, be approved as circulated.

2. BUSINESS ARISING FROM PREVIOUS MINUTES

Nil

3. PRESENTATIONS

Nil

4. REPORTS

4.1 Secretary Treasurer

4.1.1 Mountainview Sparwood

Secretary Treasurer Taylor provided an update on the feasibility study for the Mountainview Child Development Hub.

4.2 Superintendent

4.2.1 Child Care

District Principal Laura-Lee Phillips reviewed the Early Learning Child Care update included in the agenda package.

5. NEW BUSINESS

5.1 Vision Zero Grant

Co-Chair Trustee Johns and Secretary Treasurer Taylor announced that the District received a \$9,870 grant for a speed reading sign at Pinewood Elementary School.

The 2025 applications for Vision Zero grants will open on September 9, 2024. The District will continue to submit grant applications to support traffic safety in school zones.

6. ACTION ITEMS FOR FUTURE MEETINGS

Nil

7. CORRESPONDENCE

7.1 District Occupational Health and Safety Committee Minutes

Nil

7.2 Finance and Capital Analysis Report

Secretary Treasurer Taylor reviewed the Capital Analysis report included in the agenda package.

7.3 Trustee Professional Development

Secretary Treasurer Taylor reviewed the Trustee Professional Development report included in the agenda package.

7.4 Staff Travel Summary

Secretary Treasurer Taylor reviewed the Staff Travel Summary.

8. QUESTION PERIOD

Nil

9. ADJOURNMENT

Moved/Seconded by Turner/Bischler:

THAT the August 26, 2024, public Finance Operations Personnel Committee meeting adjourn at 12:30 p.m.

What services and resources did we provide to which students at what cost and resulting in what benefits?

Trustee Media Report

- Two letters were sent from in-camera meetings in June.
- Thank you letter, for their letter regarding MBSS was sent to DPAC in June

Key City Theatre Society (KCTS) Report

June 20, 2024

- The planned location for the elevator has been approved by the Fire Department, with a provision that we have plans to expand the lane way.
- The Front of the Building project is still looking for funding possibilities.
- This year's AGM will be held Monday October 21st at 6:00 pm for reception with the meeting to begin at 7 pm.

Trustee Report

Bev Bellina

July 3rd - Mountainview Child Development Hub

July 12th - FJMES Principal Resumes

July 17th - Presentation by MVES Childcare Hub to Sparwood Council attended virtually

July 19th - Presented Kelly McDonnell's SSS Scholarship cheque

August 13th - short listing for VP SSS

August 19th - Interview for VP SSS

August 26th - Board Committee Meetings

Trustee Report – Trina Ayling

June 11 –Board meetings

June 12 –CDTA Retirements

June 26 –Special Board Meeting

June 26 –SD5 BBQ

July 2 –AWES Fire Briefing

Aug 26 –Committee Day

Aug 29 –CFTA Bargaining Proposal Review

Sept 4 –CFTA Bargaining Meeting

Sept 4 –TMRES PAC Meeting



School Meal Program Summary

Community Connections Society of Southeast BC (CCS)

CCS currently operates a kitchen that serves food-insecure communities within Cranbrook. CCS partnered with School District No. 5 (Southeast Kootenay) (the “District”) to pilot a hot meals program that served lunch weekly at Parkland Middle School in the spring of 2024.

In the CCS proposal for 2024-2025, a plan is outlined to serve two District schools, Steeples Elementary and Pinewood Elementary, twice per week starting in October 2024. The projected cost to the students will be \$7 per meal although the District is committed to facilitating a pay-what-you-can model which will help the program reach students in need of food assistance. CCS and the District have agreed that the program will need to be fine-tuned and flexible to meet the needs of the elementary students and school staff. CCS is also open to continuing their program at Parkland Middle School.

Next steps

The District has discussed this proposal with each of the schools (Steeples, Pinewood and Parkland) and CCS who are excited to move forward. The immediate concerns are around staffing the lunch service as CCS has limited staff to serve hot lunch at the school sites. School youth care workers, students, or parent volunteers may need to be utilized, where possible. The District also needs to address concerns around required infrastructure at both Pinewood and Steeples for meal serving. Lastly, there will need to be a detailed catering plan for each lunch service in the elementary schools (e.g., where to set up, where to enter the building, etc.).

The Spring 2024 program at Parkland was deemed a success by both CCS and Parkland, and school administration is open to continuing the program with some improvements in marketing (awareness) and convenience to students and parents.

Kilograms Catering (Kilograms)

Sharon Francis is the owner and operator of Kilograms Catering, currently based in Whitecourt, Alberta. In discussing the Kilograms proposal, Ms. Francis conveyed to the District that there are no concerns about running the catering business from Cranbrook to serve local schools. Kilograms estimated cost per meal was \$6, including delivery and clean-up. Actual specifics such as schools to be served and frequency of the service will need further discussion. Kilograms has experience developing school meal programs in Alberta and consequently understands menu requirements related to provincial school standards.

The District is wary of entering an agreement with Kilograms Catering on a short timeline without proper verification of business efficacy in Cranbrook. These concerns have been conveyed to Ms. Francis.



SCHOOL DISTRICT 5

SOUTHEAST KOOTENAY

Next Steps

The District will host an in-person meeting to give Kilograms Catering the opportunity to present their progress on starting operations in Cranbrook, specifically focusing on available kitchen space, food suppliers, and labour. This meeting will provide the District an opportunity to thoroughly review the suitability of a potential partnership with Kilograms Catering.

The District will reimburse Ms. Francis' travel costs to come to Cranbrook and stay for two nights so that a fulsome review of her operations can be completed.

General Notes

The District is reviewing low-cost software providers, such as Food For Thought, to implement a pay-what-you-can food service option in the District schools, that would incorporate online payments, the ability to "pay-what-you-can" or "pay it forward" (to purchase meals for other students), and the option for caterers to upload their menus to the system. A preliminary review suggests that costs for these solutions range between \$300 to \$1,000 per year per school, which is considerably low overhead to assist with the implementation of a school lunch program.

We are also reviewing catering options in Sparwood to replicate this structure in the community with the goal of adopting a school lunch program in Sparwood in the short term.

Vince Girimonte
School District No. 5 (Southeast Kootenay)
School Food Coordinator

Audited Financial Statements of

School District No. 5 (Southeast Kootenay)

And Independent Auditors' Report thereon

June 30, 2024

School District No. 5 (Southeast Kootenay)

June 30, 2024

Table of Contents

Management Report	1
Independent Auditors' Report	2-4
Statement of Financial Position - Statement 1	5
Statement of Operations - Statement 2	6
Statement of Changes in Net Debt - Statement 4	7
Statement of Cash Flows - Statement 5	8
Notes to the Financial Statements	9-24
Auditors' Comments on Supplementary Financial Information	25
Schedule of Changes in Accumulated Surplus (Deficit) by Fund - Schedule 1 (Unaudited)	26
Schedule of Operating Operations - Schedule 2 (Unaudited)	27
Schedule 2A - Schedule of Operating Revenue by Source (Unaudited)	28
Schedule 2B - Schedule of Operating Expense by Object (Unaudited)	29
Schedule 2C - Operating Expense by Function, Program and Object (Unaudited)	30
Schedule of Special Purpose Operations - Schedule 3 (Unaudited)	32
Schedule 3A - Changes in Special Purpose Funds and Expense by Object (Unaudited)	33
Schedule of Capital Operations - Schedule 4 (Unaudited)	36
Schedule 4A - Tangible Capital Assets (Unaudited)	37
Schedule 4C - Deferred Capital Revenue (Unaudited)	38
Schedule 4D - Changes in Unspent Deferred Capital Revenue (Unaudited)	39

School District No. 5 (Southeast Kootenay)

MANAGEMENT REPORT

DRAFT

Management's Responsibility for the Financial Statements.

The accompanying financial statements of School District No. 5 (Southeast Kootenay) have been prepared by management in accordance with the accounting requirements of Section 23.1 of the Budget Transparency and Accountability Act of British Columbia, supplemented by Regulations 257/2010 and 198/2011 issued by the Province of British Columbia Treasury Board, and the integrity and objectivity of these statements are management's responsibility. Management is also responsible for all of the notes to the financial statements and schedules, and for ensuring that this information is consistent, where appropriate, with the information contained in the financial statements.

The preparation of financial statements necessarily involves the use of estimates based on management's judgment particularly when transactions affecting the current accounting period cannot be finalized with certainty until future periods.

Management is also responsible for implementing and maintaining a system of internal controls to provide reasonable assurance that assets are safeguarded, transactions are properly authorized and reliable financial information is produced.

The Board of Education of School District No. 5 (Southeast Kootenay) (called the "Board") is responsible for ensuring that management fulfills its responsibilities for financial reporting and internal control and exercises these responsibilities through the Board. The Board reviews internal financial statements on a monthly basis and externally audited financial statements yearly.

The external auditors, BDO Canada LLP, conduct an independent examination, in accordance with Canadian generally accepted auditing standards, and express their opinion on the financial statements. The external auditors have full and free access to financial management of School District No. 5 (Southeast Kootenay) and meet when required. The accompanying Independent Auditors' Report outlines their responsibilities, the scope of their examination and their opinion on the School District's financial statements.

On behalf of School District No. 5 (Southeast Kootenay)

DRAFT

Signature of the Chairpersons of the Board of Education _____ Date Signed _____

Signature of the Superintendent _____ Date Signed _____

Signature of the Secretary Treasurer _____ Date Signed _____

School District No. 5 (Southeast Kootenay)

Statement of Financial Position

As at June 30, 2024

	2024 Actual	2023 Actual
	\$	\$
Financial Assets		
Cash and Cash Equivalents	18,212,873	10,317,351
Accounts Receivable		
Due from First Nations	106,629	54,121
Other (Note 3)	1,035,258	2,154,561
Total Financial Assets	<u>19,354,760</u>	<u>12,526,033</u>
Liabilities		
Accounts Payable and Accrued Liabilities		
Due to Province - Ministry of Education and Child Care		24,645
Other (Note 4)	8,422,459	7,417,256
Deferred Revenue (Note 5)	2,237,712	1,826,544
Deferred Capital Revenue (Note 6)	68,226,689	67,870,808
Employee Future Benefits (Note 7)	867,727	778,318
Asset Retirement Obligation (Note 8)	2,344,839	2,509,795
Capital Lease Obligations (Note 9)	429,417	287,337
Total Liabilities	<u>82,528,843</u>	<u>80,714,703</u>
Net Debt	<u>(63,174,083)</u>	<u>(68,188,670)</u>
Non-Financial Assets		
Tangible Capital Assets (Note 10)	89,252,664	89,461,481
Prepaid Expenses	536,636	1,222,119
Total Non-Financial Assets	<u>89,789,300</u>	<u>90,683,600</u>
Accumulated Surplus (Deficit)	<u>26,615,217</u>	<u>22,494,930</u>
Contractual Obligations (Note 13)		
Contractual Rights (Note 14)		

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

DRAFT

School District No. 5 (Southeast Kootenay)

Statement of Operations
Year Ended June 30, 2024

	2024 Budget \$	2024 Actual \$	2023 Actual \$
Revenues			
Provincial Grants			
Ministry of Education and Child Care	82,812,722	92,448,991	79,536,628
Other	178,164	215,548	183,079
Other Revenue	1,474,395	3,321,948	3,075,614
Rentals and Leases	200,000	202,596	233,405
Investment Income	95,000	332,796	161,745
Amortization of Deferred Capital Revenue	3,318,467	3,313,977	3,198,168
Total Revenue	88,078,748	99,835,856	86,388,639
Expenses (Note 16)			
Instruction	70,474,601	78,316,454	70,849,425
District Administration	2,745,949	2,983,669	2,613,563
Operations and Maintenance	12,031,245	12,073,670	12,312,698
Transportation and Housing	2,390,282	2,490,310	2,520,002
Debt Services		16,422	3,447
Write-off/down of Buildings and Sites		(164,956)	
Total Expense	87,642,077	95,715,569	88,299,135
Surplus (Deficit) for the year	436,671	4,120,287	(1,910,496)
Accumulated Surplus (Deficit) from Operations, beginning of year		22,494,930	24,405,426
Accumulated Surplus (Deficit) from Operations, end of year		26,615,217	22,494,930

School District No. 5 (Southeast Kootenay)

Statement of Changes in Net Debt
Year Ended June 30, 2024

	2024 Budget \$	2024 Actual \$	2023 Actual \$
Surplus (Deficit) for the year	436,671	4,120,287	(1,910,496)
Effect of change in Tangible Capital Assets			
Acquisition of Tangible Capital Assets (Note 10)	(4,310,885)	(4,801,594)	(8,794,289)
Amortization of Tangible Capital Assets (Note 10)	3,994,029	4,116,528	3,888,363
Write-down carrying value of Tangible Capital Assets		893,883	
Total Effect of change in Tangible Capital Assets	(316,856)	208,817	(4,905,926)
Acquisition of Prepaid Expenses	(150,000)	(536,636)	(449,635)
Use of Prepaid Expenses	150,000	1,222,119	529,074
Total Effect of change in Other Non-Financial Assets	-	685,483	79,439
(Increase) Decrease in Net Debt, before Net Remeasurement Gains (Losses)	<u>119,815</u>	5,014,587	(6,736,983)
Net Remeasurement Gains (Losses)			
(Increase) Decrease in Net Debt		5,014,587	(6,736,983)
Net Debt, beginning of year		(68,188,670)	(61,451,687)
Net Debt, end of year		<u>(63,174,083)</u>	(68,188,670)

School District No. 5 (Southeast Kootenay)

Statement 5

Statement of Cash Flows
Year Ended June 30, 2024

	2024 Actual \$	2023 Actual \$
Operating Transactions		
Surplus (Deficit) for the year	4,120,287	(1,910,496)
Changes in Non-Cash Working Capital		
Decrease (Increase)		
Accounts Receivable	1,066,795	498,644
Prepaid Expenses	685,483	79,441
Increase (Decrease)		
Accounts Payable and Accrued Liabilities	980,558	1,882,437
Deferred Revenue	411,168	184,955
Employee Future Benefits	89,409	76,960
Asset Retirement Obligations	(164,956)	
Amortization of Tangible Capital Assets	4,116,528	3,888,363
Amortization of Deferred Capital Revenue	(3,313,977)	(3,198,168)
Total Operating Transactions	<u>7,991,295</u>	<u>1,502,136</u>
Capital Transactions		
Tangible Capital Assets Purchased	(4,572,179)	(8,490,406)
Total Capital Transactions	<u>(4,572,179)</u>	<u>(8,490,406)</u>
Financing Transactions		
Capital Revenue Received	4,563,741	8,697,197
Decrease in Capital Lease Obligation	(87,335)	(16,546)
Total Financing Transactions	<u>4,476,406</u>	<u>8,680,651</u>
Net Increase (Decrease) in Cash and Cash Equivalents	<u>7,895,522</u>	<u>1,692,381</u>
Cash and Cash Equivalents, beginning of year	<u>10,317,351</u>	<u>8,624,970</u>
Cash and Cash Equivalents, end of year	<u>18,212,873</u>	<u>10,317,351</u>
Cash and Cash Equivalents, end of year, is made up of:		
Cash	16,784,633	9,000,776
Cash Equivalents	1,428,240	1,316,575
	<u>18,212,873</u>	<u>10,317,351</u>

SCHOOL DISTRICT NO. 5 (SOUTHEAST KOOTENAY)
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED JUNE 30, 2024

NOTE 1 AUTHORITY AND PURPOSE

The School District operates under authority of the *School Act* of British Columbia as a corporation under the name of "The Board of Education of School District No. 5 (Southeast Kootenay)" and operates as "School District No. 5 (Southeast Kootenay)." A board of education (Board) elected for a four-year term governs the School District. The School District provides educational programs to students enrolled in schools in the district and is principally funded by the Province of British Columbia through the Ministry of Education and Child Care.

NOTE 2 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

a) Basis of Accounting

These financial statements have been prepared in accordance with Section 23.1 of the Budget Transparency and Accountability Act of the Province of British Columbia. This Section requires that the financial statements be prepared in accordance with Canadian public sector accounting standards except in regard to the accounting for government transfers as set out in Notes 2(d) and 2(j).

In September 2010, the Province of British Columbia Treasury Board ("Treasury Board") provided directive through Government Organization Accounting Standards Regulation 257/2010 requiring all tax-payer supported organizations in the Schools, Universities, Colleges and Hospitals sector to adopt PSA standards of the Canadian Institute of Chartered Accountants ("CICA") without not-for-profit provisions from their first fiscal year commencing after January 1, 2012. In March 2011, PSAB released a new *Section PS 3410 "Government Transfers"*. In November 2011, Treasury Board provided a directive through Restricted Contributions Regulation 198/2011 providing direction for the reporting of restricted contributions whether they are received or receivable by the School District before or after this regulation was in effect. The Treasury Board direction on the accounting treatment of restricted contributions is as described in Notes 2(d) and 2(j).

As noted in notes 2 (d) and 2 (j), Section 23.1 of the Budget Transparency and Accountability Act and its related regulations require the School District to recognize government transfers for the acquisition of capital assets into revenue on the same basis as the related amortization expense. As these transfers do not contain stipulations that create a liability, Canadian public sector accounting standards would require these grants to be fully recognized into revenue. The impact of this difference on the financial statements of the School District is as follows:

SCHOOL DISTRICT NO. 5 (SOUTHEAST KOOTENAY)

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED JUNE 30, 2024

NOTE 2 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

Year-ended June 30, 2023 - understatement of revenue and annual surplus of \$4,937,893
June 30, 2023 - understatement of accumulated surplus and an overstatement of deferred capital revenue by \$67,190,086

Year-ended June 30, 2024 - understatement of revenue and annual deficit of \$227,956
June 30, 2024 - understatement of accumulated surplus and an overstatement of deferred capital revenue by \$66,962,130

b) Cash and Cash Equivalents

Cash and cash equivalents include highly liquid investments that are readily convertible to known amounts of cash and that are subject to an insignificant risk of change in value. These cash equivalents generally have a maturity of three months or less at acquisition and are held for the purpose of meeting short-term cash commitments rather than for investing.

c) Accounts Receivable

Accounts receivable are measured at amortized cost and shown net of allowance for doubtful accounts.

d) Deferred Revenue and Deferred Capital Revenue

Deferred revenue includes contributions received with stipulations that meet the description of restricted contributions in the Restricted Contributions Regulation 198/2011 issued by Treasury Board. When restrictions are met, deferred revenue is recognized as revenue in the fiscal year in a manner consistent with the circumstances and evidence used to support the initial recognition of the contributions received as a liability as detailed in Note 2 (j).

Funding received for the acquisition of depreciable tangible capital assets is recorded as deferred capital revenue and amortized over the life of the asset acquired as revenue in the statement of operations. This accounting treatment is not consistent with the requirements of Canadian public sector accounting standards which require that government transfers be recognized as revenue when approved by the transferor and eligibility criteria have been met unless the transfer contains a stipulation that creates a liability in which case the transfer is recognized as revenue over the period that the liability is extinguished. See Note 2 (a) for the impact of this policy on these financial statements.

SCHOOL DISTRICT NO. 5 (SOUTHEAST KOOTENAY)
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED JUNE 30, 2024

NOTE 2 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

e) Employee Future Benefits

The School District provides certain post-employment benefits including vested and non-vested benefits for certain employees pursuant to certain contracts and union agreements.

The School District accrues its obligations and related costs including both vested and non-vested benefits under employee future benefit plans. Benefits include vested sick leave, accumulating non-vested sick leave, early retirement, retirement/severance, vacation, overtime and death benefits. The benefits cost is actuarially determined using the projected unit credit method pro-rated on service and using management's best estimate of expected salary escalation, termination rates, retirement rates and mortality. The discount rate used to measure obligations is based on the cost of borrowing.

The cumulative unrecognized actuarial gains and losses are amortized over the expected average remaining service lifetime (EARSL) of active employees covered under the plan.

The most recent valuation of the obligation was performed at March 31, 2022 and projected to March 31, 2025. The next valuation will be performed at March 31, 2025 for use at June 30, 2025. For the purposes of determining the financial position of the plans and the employee future benefit costs, a measurement date of March 31 was adopted for all periods subsequent to July 1, 2004.

The School District and its employees make contributions to the Teachers' Pension Plan and Municipal Pension Plan. The plans are multi-employer plans where assets and obligations are not separated. The costs are expensed as incurred.

SCHOOL DISTRICT NO. 5 (SOUTHEAST KOOTENAY)
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED JUNE 30, 2024

NOTE 2 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

f) Asset Retirement Obligations

A liability is recognized when, as at the financial reporting date:

- (a) there is a legal obligation to incur retirement costs in relation to a tangible capital asset;
- (b) the past transaction or event giving rise to the liability has occurred;
- (c) it is expected that future economic benefits will be given up; and
- (d) a reasonable estimate of the amount can be made.

The liability for the removal of asbestos and other hazardous material in several of the buildings owned by the School District has been initially recognized using the modified retroactive method (Note 19). The liability has been measured at current cost as the timing and amounts of future cash flows cannot be estimated. The resulting costs have been capitalized into the carrying amount of tangible capital assets and are being amortized on the same basis as the related tangible capital asset (Note 2(h)). Assumptions used in the calculations are reviewed annually.

g) Capital Leases

Leases that, from the point of view of the lessee, transfer substantially all the benefits and risks incident to ownership of the property to the School District are considered capital leases. These are accounted for as an asset and an obligation. Capital lease obligations are recorded at the present value of the minimum lease payments excluding executory costs, e.g., insurance or maintenance costs. The discount rate used to determine the present value of the lease payments is the lower of the School District's rate for incremental borrowing or the interest rate implicit in the lease. All other leases are accounted for as operating leases and the related payments are charged to expenses as incurred.

h) Tangible Capital Assets

The following criteria apply:

- Tangible capital assets acquired or constructed are recorded at cost which includes amounts that are directly related to the acquisition, design, construction, development, improvement or betterment of the assets. Cost also includes overhead directly attributable to construction as well as interest costs that are directly attributable to the acquisition or construction of the asset.
- Work-in-progress is recorded as an acquisition to the applicable asset class at substantial completion.

SCHOOL DISTRICT NO. 5 (SOUTHEAST KOOTENAY)
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED JUNE 30, 2024

NOTE 2 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

- Tangible capital assets are written down to residual value when conditions indicate they no longer contribute to the ability of the School District to provide services or when the value of future economic benefits associated with the sites and buildings are less than their net book value. The write-downs are accounted for as expenses in the Statement of Operations.
- Buildings that are demolished or destroyed are written-off.
- The cost, less residual value, of tangible capital assets (excluding sites), is amortized on a straight-line basis over the estimated useful life of the asset. It is management's responsibility to determine the appropriate useful lives for tangible capital assets. These useful lives are reviewed on a regular basis or if significant events initiate the need to revise. Estimated useful life is as follows:

Buildings	40 years
Furniture & Equipment	10 years
Vehicles	10 years
Computer Hardware	5 years

i) Prepaid Expenses

Prepaid membership dues, insurance, travel expenses and software licensing fees are included as a prepaid expense and stated at acquisition cost and are charged to expense over the periods expected to benefit from it.

j) Funds and Reserves

Certain amounts, as approved by the Board are set aside in accumulated surplus for future operating and capital purposes. Transfers to and from funds and reserves are an adjustment to the respective fund within accumulated surplus when approved (see Note 17 – Internally Restricted Surplus – Operating Fund).

SCHOOL DISTRICT NO. 5 (SOUTHEAST KOOTENAY)
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED JUNE 30, 2024

NOTE 2 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

k) Revenue Recognition

Revenues are recognized in the period in which the transactions or events occurred that gave rise to the revenues. All revenues are recorded on an accrual basis, except when the accruals cannot be determined with a reasonable degree of certainty or when their estimation is impracticable.

Contributions received or where eligibility criteria have been met are recognized as revenue except where the contribution meets the criteria for deferral as described below. Eligibility criteria are the criteria that the School District has to meet in order to receive the contributions including authorization by the transferring government.

For contributions subject to a legislative or contractual stipulation or restriction as to their use, revenue is recognized as follows:

- Non-capital contributions restricted for specific purposes are recorded as deferred revenue and recognized as revenue in the year related expenses are incurred,
- Contributions restricted for site acquisitions are recorded as revenue when the sites are purchased, and
- Contributions restricted for tangible capital assets acquisitions other than sites are recorded as deferred capital revenue and amortized over the useful life of the related assets.

Donated tangible capital assets other than sites are recorded at fair market value and amortized over the useful life of the assets. Donated sites are recorded as revenue at fair market value when received or receivable.

The accounting treatment for restricted contributions is not consistent with the requirements of Canadian public sector accounting standards which require that government transfers be recognized as revenue when approved by the transferor and eligibility criteria have been met unless the transfer contains a stipulation that meets the criteria for liability recognition in which case the transfer is recognized as revenue over the period that the liability is extinguished. See Note 2 (a) for the impact of this policy on these financial statements.

Revenue related to fees or services received in advance of the fee being earned or the service is performed is deferred and recognized when the fee is earned or service performed.

Investment income is reported in the period earned. When required by the funding party or related Act, investment income earned on deferred revenue is added to the deferred revenue balance.

SCHOOL DISTRICT NO. 5 (SOUTHEAST KOOTENAY)
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED JUNE 30, 2024

NOTE 2 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

k) Expenditures

Expenses are reported on an accrual basis. The cost of all goods consumed and services received during the year is expensed.

- Operating expenses are reported by function, program, and object. Whenever possible, expenditures are determined by actual identification. Additional costs pertaining to specific instructional programs, such as special and indigenous education, are allocated to these programs. All other costs are allocated to related programs.
- Actual salaries of personnel assigned to two or more functions or programs are allocated based on the time spent in each function and program. School-based clerical salaries are allocated to school administration and partially to other programs to which they may be assigned. Principals and Vice-Principals salaries are allocated to school administration and may be partially allocated to other programs to recognize their other responsibilities.
- Employee benefits and allowances are allocated to the same programs, and in the same proportions, as the individual's salary.
- Supplies and services are allocated based on actual program identification.

Categories of Salaries

- Principals, Vice-Principals, and Directors of Instruction employed under a personal services contract are categorized as Principals and Vice-Principals.
- Superintendents, Secretary-Treasurers, Exempt Staff, Trustees and other employees excluded from union contracts are categorized as Other Professionals.

l) Financial Instruments

A contract establishing a financial instrument creates, at its inception, rights and obligations to receive or deliver economic benefits. The financial assets and financial liabilities portray these rights and obligations in the financial statements. The School District recognizes a financial instrument when it becomes a party to a financial instrument contract.

Financial instruments consist of cash and cash equivalents, accounts receivable, accounts payable and accrued liabilities.

Unrealized gains and losses from changes in the fair value of financial instruments are recognized in the statement of remeasurement gains and losses. Upon settlement, the cumulative gain or loss is reclassified from the statement of remeasurement gains and losses and recognized in the statement of operations. Interest and dividends attributable to financial instruments are reported in the statement of operations.

SCHOOL DISTRICT NO. 5 (SOUTHEAST KOOTENAY)
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED JUNE 30, 2024

NOTE 2 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

All financial assets are tested annually for impairment. When financial assets are impaired, impairment losses are recorded in the statement of operations.

For financial instruments measured using amortized cost, the effective interest rate method is used to determine interest revenue or expense.

Financial instruments have been accounted for prospectively since June 30, 2013 in accordance with public sector accounting standards as described above.

m) Measurement Uncertainty

Preparation of financial statements in accordance with the basis of accounting described in Note 2 (a) requires management to make estimates and assumptions that impact reported amounts of assets and liabilities at the date of the financial statements and revenues and expenses during the reporting periods. Significant areas requiring the use of management estimates relate to the potential impairment of assets, liabilities for contaminated sites, rates for amortization and estimated employee future benefits. Actual results could differ from those estimates.

NOTE 3 ACCOUNTS RECEIVABLE – OTHER RECEIVABLES

	<u>June 30, 2024</u>	<u>June 30, 2023</u>
Due from Federal government	\$204,253	\$275,847
Employee benefit surplus	469,421	1,329,222
Other	361,584	549,492
	<u>\$1,035,258</u>	<u>\$2,154,561</u>

NOTE 4 ACCOUNTS PAYABLE AND ACCRUED LIABILITIES - OTHER

	<u>June 30, 2024</u>	<u>June 30, 2023</u>
Trade payables	\$1,041,697	\$1,016,731
Salaries and benefits payable	7,380,762	6,400,525
	<u>\$8,422,459</u>	<u>\$7,417,256</u>

SCHOOL DISTRICT NO. 5 (SOUTHEAST KOOTENAY)**NOTES TO THE FINANCIAL STATEMENTS****YEAR ENDED JUNE 30, 2024****NOTE 5 DEFERRED REVENUE**

Deferred revenue includes unspent grants and contributions received that meet the description of a restricted contribution in the Restricted Contributions Regulation 198/2011 issued by Treasury Board, i.e., the stipulations associated with those grants and contributions have not yet been fulfilled.

	June 30, 2024	June 30, 2023
Ministry of Education Grants	\$961,587	\$592,581
Province of BC Grants	-	2,310
School generated	399,510	386,339
Scholarships	821,615	790,314
Other	55,000	55,000
	<u>\$2,237,712</u>	<u>\$1,826,544</u>
	June 30, 2024	June 30, 2023
Balance, beginning of year	\$1,826,544	\$1,641,589
Changes for the year:		
Increase: Grants and contributions received		
Provincial	12,910,957	6,026,011
Other	2,349,970	2,160,678
Decrease: Grants and contributions recognized		
Provincial	(12,544,261)	(5,896,758)
Other	(2,305,498)	(2,104,976)
Balance, end of year	<u>\$2,237,712</u>	<u>\$1,826,544</u>

NOTE 6 DEFERRED CAPITAL REVENUE

Deferred capital revenue includes grants and contributions received that are restricted by the contributor for the acquisition of tangible capital assets that meet the description of a restricted contribution in the Restricted Contributions Regulation 198/2011 issued by Treasury Board. Once spent, the contributions are amortized into revenue over the life of the asset acquired.

	June 30, 2024	June 30, 2023
Balance, beginning of year	\$67,870,808	\$62,371,779
Increase:		
Grants and contributions received	4,563,741	8,697,197
Decrease:		
Amortization of deferred capital revenue	(3,313,977)	(3,198,168)
Revenue Recognized on Write-down of Building	(893,883)	-
Balance, end of year	<u>\$68,226,689</u>	<u>\$67,870,808</u>

SCHOOL DISTRICT NO. 5 (SOUTHEAST KOOTENAY)
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED JUNE 30, 2024

NOTE 7 EMPLOYEE FUTURE BENEFITS

Benefits include vested sick leave, accumulating non-vested sick leave, early retirement, retirement/severance, vacation, overtime and death benefits. Funding is provided when the benefits are paid and accordingly, there are no plan assets. Although no plan assets are uniquely identified, the School District has provided for the payment of these benefits.

	June 30, 2024	June 30, 2023
Reconciliation of Accrued Benefit Obligation		
Accrued Benefit Obligation – April 1	\$858,908	\$ 830,659
Service Cost	74,886	77,311
Interest Cost	35,959	28,493
Benefit Payments	(48,059)	(73,831)
Actuarial Loss	(39,293)	(3,724)
Accrued Benefit Obligation – March 31	<u>\$882,401</u>	<u>\$ 858,908</u>
Reconciliation of Funded Status at End of Fiscal Year		
Funded Status - Deficit	\$(882,401)	\$ (858,908)
Benefit Expenses After Measurement Date	(28,154)	(27,711)
Unamortized Net Actuarial Loss	42,828	108,301
Accrued Benefit Liability - June 30	<u>\$(867,727)</u>	<u>\$ (778,318)</u>
Reconciliation of Change in Accrued Benefit Liability		
Accrued Benefit Liability - July 1	\$778,318	\$ 701,358
Net Expense for Fiscal Year	137,468	150,791
Employer Contributions	(48,059)	(73,831)
Accrued Benefit Liability - June 30	<u>\$867,727</u>	<u>\$ 778,318</u>
Components of Net Benefit Expense		
Service Cost	\$74,544	\$ 76,705
Interest Cost	36,744	30,359
Amortization of Net Actuarial Loss	26,180	43,727
Net Benefit Expense	<u>\$137,468</u>	<u>\$ 150,791</u>

SCHOOL DISTRICT NO. 5 (SOUTHEAST KOOTENAY)
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED JUNE 30, 2024

NOTE 7 EMPLOYEE FUTURE BENEFITS (Continued)

The significant actuarial assumptions adopted for measuring the School District's accrued benefit obligations are:

	<u>June 30, 2024</u>	<u>June 30, 2023</u>
Discount Rate – April 1	4.00%	3.25%
Discount Rate – March 31	4.25%	4.00%
Long Term Salary Growth – April 1	2.50% + seniority	2.50% + seniority
Long Term Salary Growth – March 31	2.50% + seniority	2.50% + seniority
EARSL – March 31	11.0	11.0

NOTE 8 ASSET RETIREMENT OBLIGATION

Legal liabilities exist for the removal and disposal of asbestos and other environmentally hazardous materials within some district owned buildings that will undergo major renovations or demolition in the future. A reasonable estimate of the fair value of the obligation has been recognized using the modified retroactive approach as at July 1, 2022. The obligation has been measured at current cost as the timing of future cash flows cannot be reasonably determined. These costs have been capitalized as part of the assets' carrying value and are amortized over the assets' estimated useful lives.

Asset Retirement Obligation, July 1, 2023 and June 30, 2024 \$ 2,344,839 (2023 - \$2,509,795)

NOTE 9 CAPITAL LEASE OBLIGATIONS

During the year the School District signed a lease agreement for computer equipment and vehicles.

Repayments are due as follows:

2024-25	140,174
2025-26	140,174
2026-27	124,344
2027-28	61,114
2028-29	26,022
Total minimum lease payments	<u>\$ 491,828</u>
Less amounts representing interest (<i>ranging from 3.84% to 11.29%</i>)	<u>62,411</u>
Present value of net minimum capital lease payments	<u><u>\$429,417</u></u>

Total interest on leases for 2024 \$16,422 (2023 - \$3,447).

SCHOOL DISTRICT NO. 5 (SOUTHEAST KOOTENAY)
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED JUNE 30, 2024

NOTE 10 TANGIBLE CAPITAL ASSETS

June 30, 2024

Cost:	Balance at June 30, 2023	Additions	Disposals	Write-off of Building	Balance at June 30, 2024
Sites	\$ 9,437,116	\$ -	\$ -	-	\$ 9,437,116
Buildings	166,764,841	3,820,671	-	1,474,027	169,111,485
Furniture & Equipment	1,922,266	386,560	23,249	-	2,285,577
Vehicles	4,346,237	344,873	594,147	-	4,096,963
Computer Hardware	264,104	20,075	25,576	-	258,603
Assets Under Capital Lease	303,883	229,415	-	-	533,298
Total	\$183,038,447	\$4,801,594	\$642,972	\$1,474,027	\$185,723,042

Accumulated Amortization:	Balance at June 30, 2023	Additions	Disposals	Write-off of Building	Balance at June 30, 2024
Sites	\$ -	\$ -	\$ -	-	\$ -
Buildings	90,552,052	3,310,220	-	580,144	93,282,128
Furniture & Equipment	1,119,257	210,392	23,249	-	1,306,400
Vehicles	1,759,355	422,160	594,147	-	1,587,368
Computer Hardware	128,186	52,272	25,576	-	154,882
Assets Under Capital Lease	18,116	121,484	-	-	139,600
Total	\$93,576,966	\$4,116,528	\$642,972	\$580,144	\$96,470,378

Net Book Value	Net Book Value June 30, 2023	Net Book Value June 30, 2024
Sites	\$ 9,437,116	\$9,437,116
Buildings	76,212,789	75,829,357
Furniture & Equipment	803,009	979,177
Vehicles	2,586,882	2,509,595
Computer Hardware	135,918	103,721
Assets Under Capital Lease	285,767	393,698
Total	\$89,461,481	\$89,252,664

SCHOOL DISTRICT NO. 5 (SOUTHEAST KOOTENAY)
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED JUNE 30, 2024

NOTE 10 TANGIBLE CAPITAL ASSETS (Continued)

June 30, 2023

Cost:	Balance at June 30, 2022 (restated)	Additions	Disposals	Balance at June 30, 2023
Sites	\$ 9,437,116	\$ -	\$ -	\$ 9,437,116
Buildings	159,380,256	7,384,585	-	166,764,841
Furniture & Equipment	1,941,218	46,319	65,271	1,922,266
Vehicles	3,686,512	1,004,697	344,972	4,346,237
Computer Hardware	223,289	54,805	13,990	264,104
Assets Under Capital Lease	-	303,883	-	303,883
Total	\$174,668,391	\$8,794,289	\$424,233	\$183,038,447

Accumulated Amortization:	Balance at June 30, 2022 (restated)	Additions	Disposals	Balance at June 30, 2023
Sites	\$ -	\$ -	\$ -	\$ -
Buildings	87,325,355	3,226,697	-	90,552,052
Furniture & Equipment	991,354	1,193,174	65,271	1,119,257
Vehicles	1,702,690	401,637	344,972	1,759,355
Computer Hardware	93,437	48,739	13,990	128,186
Asset Under Capital Lease	-	18,116	-	18,116
Total	\$90,112,836	\$3,888,363	\$424,233	\$93,576,966

Net Book Value	Net Book Value June 30, 2022 (restated)	Net Book Value June 30, 2023
Sites	\$ 9,437,116	\$ 9,437,116
Buildings	72,054,901	76,212,789
Furniture & Equipment	949,864	803,009
Vehicles	1,983,822	2,586,882
Computer Hardware	129,852	135,918
Assets Under Capital Lease	-	285,767
Total	\$84,555,555	\$89,461,481

On June 30, 2024, there was a fire at Amy Woodland Elementary School which caused significant damage to the building. As a result, the amount recorded in buildings above has been derecognized as at June 30, 2024. The District is actively working with the Ministry of Education on various options for the future of the school. See Note 6 for the impact to Deferred Capital Revenue.

SCHOOL DISTRICT NO. 5 (SOUTHEAST KOOTENAY)

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED JUNE 30, 2024

NOTE 11 EMPLOYEE PENSION PLANS

The school district and its employees contribute to the Teachers' Pension Plan and Municipal Pension Plan, jointly trustee pension Plans. The board of trustees for these plans represents plan members and employers and is responsible for the management of the pension plan including investment of the assets and administration of benefits. The pension plans are multi-employer defined benefit pension plans. Basic pension benefits provided are based on a formula. As at December 31, 2023, the Teachers' Pension Plan has about 51,000 active members from school districts, and approximately 42,000 retired members from school districts. As of December 31, 2023 the Municipal Pension Plan has about 256,000 active members, of which approximately 31,000 are from school districts.

Every three years, an actuarial valuation is performed to assess the financial position of the plans and adequacy of plan funding. The actuary determines an appropriate combined employer and member contribution rate to fund the plans. The actuary's calculated contribution rate is based on the entry age normal cost method, which produces the long-term rate of member and employer contributions sufficient to provide benefits for average future entrants to the plans. This rate may be adjusted for the amortization of any actuarial funding surplus and will be adjusted for the amortization of any unfunded actuarial liability.

The latest actuarial valuation of the Teachers' Pension Plan as at December 31, 2020, indicated a \$1,584 million surplus for basic pension benefits on a going concern basis. The next valuation will be December 31, 2023, with results available in 2024.

The most recent actuarial valuation for the Municipal Pension Plan as at December 31, 2021, indicated a \$3,761 million funding surplus for basic pension benefits on a going concern basis. The next valuation will be December 31, 2024, with results available in 2025.

Employers participating in the plans record their pension expense as the amount of employer contributions made during the fiscal year (defined contribution pension plan accounting). This is because the plans record accrued liabilities and accrued assets for the plans in aggregate, resulting in no consistent and reliable basis for allocating the obligation, assets and cost to individual employers participating in the plans

School District No. 5 (Southeast Kootenay) expensed \$6,464,962 (2023 - \$5,767,832) for employer contributions to these plans in the year ended June 30, 2024.

NOTE 12 RELATED PARTY TRANSACTIONS

The School District is related through common ownership to all Province of British Columbia ministries, agencies, school districts, health authorities, colleges, universities, and crown corporations. Transactions with these entities, unless disclosed separately, are considered to be in the normal course of operations and are recorded at the exchange amount.

SCHOOL DISTRICT NO. 5 (SOUTHEAST KOOTENAY)
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED JUNE 30, 2024

NOTE 13 CONTRACTUAL OBLIGATIONS

The School District has equipment under operating leases. Lease commitments over the next five years are due as follows:

Fiscal Year	Amount
2024-25	\$ 70,450
2025-26	\$ 16,610

NOTE 14 CONTRACTUAL RIGHTS

Contractual rights are rights to economic resources arising from contracts or agreements that will result in revenues and assets in the future. The School District's contractual rights arise because of contracts entered into for lease. The following table summarizes the contractual rights of the School District for future revenue.

Fiscal Year	Amount
2024-25	\$ 219,725
2025-26	\$ 167,273

NOTE 15 CONTINGENCIES

In the ordinary course of operations, the School District has legal proceedings brought against it which remain outstanding at the year end. It is the opinion of management that final determination of these claims will not have material effect on the financial position or operations of the School District.

NOTE 16 EXPENSE BY OBJECT

	June 30, 2024	June 30, 2023
Salaries and benefits	\$79,914,037	\$72,279,517
Services and supplies	11,813,088	12,101,208
Scholarships	20,450	26,600
Amortization	4,116,528	3,888,363
Write-off/down of building	(164,956)	-
Debt services	16,422	3,447
	<u>\$95,715,569</u>	<u>\$88,299,135</u>

SCHOOL DISTRICT NO. 5 (SOUTHEAST KOOTENAY)**NOTES TO THE FINANCIAL STATEMENTS****YEAR ENDED JUNE 30, 2024****NOTE 17 INTERNALLY RESTRICTED SURPLUS – OPERATING FUND**

Appropriations Summary	June 2024	June 2023
<u>Special Education</u>		
- District Summary	\$ -	\$ (236,068)
- Itinerant Summary 707	99,344	295,135
	<u>99,344</u>	<u>59,067</u>
<u>Schools</u>		
- Operating	9,425	-
- Learning Resources	82,525	90,846
- Growth Plans	66,612	62,555
- School Based Special Ed	-	148,907
	<u>158,562</u>	<u>302,308</u>
<u>Other appropriations</u>		
Contractual Pro-D	109,588	130,865
Aboriginal Education 131	-	43,762
Technology Program 701	345,021	290,851
Student Learning 702	6,961	9,280
Education Accounts 703	1,062	-
Education Plan 708	14,675	-
Capital Support Fund – Major Projects	250,000	-
School Generated Funds	1,189,129	978,543
Operating Projects	325,434	144,535
Transportation Fund	411,337	-
Appropriations - Restricted	<u><u>2,911,113</u></u>	<u><u>\$1,959,211</u></u>
 <u>Surplus Summary June 2024</u>		
Surplus Beginning of year	\$2,437,968	\$4,450,512
Surplus/Deficit for year	4,581,389	(1,495,998)
Transfer to Local Capital	(903,757)	(516,546)
Accumulated Surplus	<u><u>\$6,115,600</u></u>	<u><u>\$2,437,968</u></u>
Appropriations - Restricted	\$2,911,113	\$1,959,211
Appropriations - Unrestricted	3,204,487	478,757
Accumulated Surplus	<u><u>\$6,115,600</u></u>	<u><u>\$2,437,968</u></u>

SCHOOL DISTRICT NO. 5 (SOUTHEAST KOOTENAY)
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED JUNE 30, 2024

NOTE 18 ECONOMIC DEPENDENCE

The operations of the School District are dependent on continued funding from the Ministry of Education and Child Care and various governmental agencies to carry out its programs. These financial statements have been prepared on a going concern basis.

NOTE 19 RISK MANAGEMENT

The School District has exposure to the following risks from its use of financial instruments: credit risk and liquidity risk.

The Board ensures that the School District has identified its risks and ensures that management monitors and controls them.

a) Credit risk:

Credit risk is the risk of financial loss to an institution if a customer or counterparty to a financial instrument fails to meet its contractual obligations. Such risks arise principally from certain financial assets held consisting of cash, amounts receivable and investments.

The School District is exposed to credit risk in the event of non-performance by a borrower. This risk is mitigated as most amounts receivable are due from the Province and are collectible.

It is management's opinion that the School District is not exposed to significant credit risk associated with its cash deposits and investments as they are placed in recognized British Columbia institutions and the School District invests solely in term deposits.

b) Liquidity risk

Liquidity risk is the risk that the School District will not be able to meet its financial obligations as they become due.

The School District manages liquidity risk by continually monitoring actual and forecasted cash flows from operations and anticipated investing activities to ensure, as far as possible, that it will always have sufficient liquidity to meet its liabilities when due, under both normal and stressed conditions, without incurring unacceptable losses or risking damage to the School District's reputation.

Risk Management and insurance services for all School Districts in British Columbia are provided by the Risk Management Branch of the Ministry of Finance.

School District No. 5 (Southeast Kootenay)

Schedule of Changes in Accumulated Surplus (Deficit) by Fund
Year Ended June 30, 2024

	Operating Fund	Special Purpose Fund	Capital Fund	2024 Actual	2023 Actual
	\$	\$	\$	\$	\$
Accumulated Surplus (Deficit), beginning of year	2,437,968		20,056,962	22,494,930	24,405,426
Changes for the year					
Surplus (Deficit) for the year	4,581,389	130,100	(591,202)	4,120,287	(1,910,496)
Interfund Transfers					
Tangible Capital Assets Purchased		(130,100)	130,100	-	
Local Capital	(800,000)		800,000	-	
Other	(103,757)		103,757	-	
Net Changes for the year	3,677,632	-	442,655	4,120,287	(1,910,496)
Accumulated Surplus (Deficit), end of year - Statement 2	6,115,600	-	20,499,617	26,615,217	22,494,930

School District No. 5 (Southeast Kootenay)

Schedule of Operating Operations

Year Ended June 30, 2024

Schedule 2 (Unaudited)

	2024 Budget	2024 Actual	2023 Actual
	\$	\$	\$
Revenues			
Provincial Grants			
Ministry of Education and Child Care	77,106,057	80,017,204	73,799,041
Other	68,000	103,074	59,259
Other Revenue	809,395	1,029,650	955,587
Rentals and Leases	200,000	202,596	233,405
Investment Income	80,000	256,781	117,270
Total Revenue	<u>78,263,452</u>	<u>81,609,305</u>	<u>75,164,562</u>
Expenses			
Instruction	64,277,823	63,621,225	63,275,072
District Administration	2,742,949	2,983,669	2,613,563
Operations and Maintenance	8,012,786	7,932,712	8,275,923
Transportation and Housing	2,390,282	2,490,310	2,496,002
Total Expense	<u>77,423,840</u>	<u>77,027,916</u>	<u>76,660,560</u>
Operating Surplus (Deficit) for the year	<u>839,612</u>	<u>4,581,389</u>	<u>(1,495,998)</u>
Net Transfers (to) from other funds			
Tangible Capital Assets Purchased	(39,612)		
Local Capital	(800,000)	(800,000)	(500,000)
Other		(103,757)	(16,546)
Total Net Transfers	<u>(839,612)</u>	<u>(903,757)</u>	<u>(516,546)</u>
Total Operating Surplus (Deficit), for the year	<u>-</u>	<u>3,677,632</u>	<u>(2,012,544)</u>
Operating Surplus (Deficit), beginning of year		2,437,968	4,450,512
Operating Surplus (Deficit), end of year		<u>6,115,600</u>	<u>2,437,968</u>
Operating Surplus (Deficit), end of year			
Internally Restricted (Note 17)		2,911,113	1,959,211
Unrestricted		3,204,487	478,757
Total Operating Surplus (Deficit), end of year		<u>6,115,600</u>	<u>2,437,968</u>

School District No. 5 (Southeast Kootenay)

Schedule 2A (Unaudited)

Schedule of Operating Revenue by Source

Year Ended June 30, 2024

	2024 Budget \$	2024 Actual \$	2023 Actual \$
Provincial Grants - Ministry of Education and Child Care			
Operating Grant, Ministry of Education and Child Care	75,567,344	78,032,036	70,499,605
ISC/LEA Recovery	(341,145)	(276,660)	(288,405)
Other Ministry of Education and Child Care Grants			
Pay Equity	457,171	457,171	457,171
Funding for Graduated Adults		13,075	16,348
Student Transportation Fund	361,459	361,459	361,459
Support Staff Benefits Grant	106,661	106,661	106,661
FSA Scorer Grant	8,187	8,187	8,187
Early Learning Framework (ELF) Implementation			852
Labour Settlement Funding	946,380	1,308,275	2,630,734
Anti Racism in Early Care			6,429
Equity in Action Grant		7,000	
Total Provincial Grants - Ministry of Education and Child Care	77,106,057	80,017,204	73,799,041
Provincial Grants - Other	68,000	103,074	59,259
Other Revenues			
Other School District/Education Authorities	431,250	379,269	399,168
Funding from First Nations	341,145	276,660	288,405
Miscellaneous			
Miscellaneous	10,000	342,205	225,716
Courtsey Riders			15,298
Health Promoting Schools	27,000	31,516	27,000
Total Other Revenue	809,395	1,029,650	955,587
Rentals and Leases	200,000	202,596	233,405
Investment Income	80,000	256,781	117,270
Total Operating Revenue	78,263,452	81,609,305	75,164,562

School District No. 5 (Southeast Kootenay)

Schedule 2B (Unaudited)

Schedule of Operating Expense by Object

Year Ended June 30, 2024

	2024 Budget	2024 Actual	2023 Actual
	\$	\$	\$
Salaries			
Teachers	31,836,572	30,157,085	30,672,135
Principals and Vice Principals	4,933,947	5,503,163	5,058,889
Educational Assistants	7,189,606	6,618,372	6,628,272
Support Staff	6,922,925	6,295,284	6,173,854
Other Professionals	2,487,646	2,687,979	2,357,226
Substitutes	2,382,066	3,908,900	3,289,513
Total Salaries	55,752,762	55,170,783	54,179,889
Employee Benefits	14,001,486	13,196,921	13,672,214
Total Salaries and Benefits	69,754,248	68,367,704	67,852,103
Services and Supplies			
Services	2,035,928	2,456,195	2,290,364
Student Transportation	141,968	138,829	137,961
Professional Development and Travel	844,804	848,751	863,820
Rentals and Leases	118,660	121,501	229,327
Dues and Fees	74,700	78,443	73,611
Insurance	171,300	169,618	154,240
Supplies	3,022,232	3,282,725	3,338,918
Utilities	1,260,000	1,564,150	1,720,216
Total Services and Supplies	7,669,592	8,660,212	8,808,457
Total Operating Expense	77,423,840	77,027,916	76,660,560

School District No. 5 (Southeast Kootenay)

Operating Expense by Function, Program and Object

Year Ended June 30, 2024

	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	25,061,962	1,534,052		453,622	34,710	2,343,747	29,428,093
1.03 Career Programs							-
1.07 Library Services	656,643			151,275		35,973	843,891
1.08 Counselling	858,139					45,900	904,039
1.10 Special Education	3,378,979	143,284	5,911,550	23,944	697,451	1,014,642	11,169,850
1.30 English Language Learning	63,601						63,601
1.31 Indigenous Education	137,761	113,439	706,822		186,372	27,235	1,171,629
1.41 School Administration		3,565,845		1,091,980		125,385	4,783,210
Total Function 1	30,157,085	5,356,620	6,618,372	1,720,821	918,533	3,592,882	48,364,313
4 District Administration							
4.11 Educational Administration		146,543			248,203	59,195	453,941
4.40 School District Governance					143,937		143,937
4.41 Business Administration				328,210	965,744	3,275	1,297,229
Total Function 4	-	146,543	-	328,210	1,357,884	62,470	1,895,107
5 Operations and Maintenance							
5.41 Operations and Maintenance Administration				24,012	265,792	604	290,408
5.50 Maintenance Operations				3,002,397		158,699	3,161,096
5.52 Maintenance of Grounds				79,817		30,809	110,626
5.56 Utilities							-
Total Function 5	-	-	-	3,106,226	265,792	190,112	3,562,130
7 Transportation and Housing							
7.41 Transportation and Housing Administration					145,770		145,770
7.70 Student Transportation				1,140,027		63,436	1,203,463
Total Function 7	-	-	-	1,140,027	145,770	63,436	1,349,233
9 Debt Services							
Total Function 9	-	-	-	-	-	-	-
Total Functions 1 - 9	30,157,085	5,503,163	6,618,372	6,295,284	2,687,979	3,908,900	55,170,783

School District No. 5 (Southeast Kootenay)

Operating Expense by Function, Program and Object

Year Ended June 30, 2024

	Total Salaries	Employee Benefits	Total Salaries and Benefits	Services and Supplies	2024 Actual	2024 Budget	2023 Actual
	\$	\$	\$	\$	\$	\$	\$
1 Instruction							
1.02 Regular Instruction	29,428,093	6,748,761	36,176,854	2,337,504	38,514,358	37,885,322	37,830,121
1.03 Career Programs	-		-	43,381	43,381	91,336	44,962
1.07 Library Services	843,891	220,065	1,063,956	137,711	1,201,667	1,390,646	1,377,741
1.08 Counselling	904,039	219,973	1,124,012	5,067	1,129,079	1,501,563	1,541,361
1.10 Special Education	11,169,850	2,899,267	14,069,117	535,362	14,604,479	15,713,369	15,135,752
1.30 English Language Learning	63,601	15,902	79,503	11,013	90,516	255,733	197,151
1.31 Indigenous Education	1,171,629	292,679	1,464,308	514,014	1,978,322	1,845,947	1,718,729
1.41 School Administration	4,783,210	1,172,358	5,955,568	103,855	6,059,423	5,593,907	5,429,255
Total Function 1	48,364,313	11,569,005	59,933,318	3,687,907	63,621,225	64,277,823	63,275,072
4 District Administration							
4.11 Educational Administration	453,941	85,646	539,587	127,408	666,995	609,990	620,271
4.40 School District Governance	143,937	6,792	150,729	128,530	279,259	266,340	314,224
4.41 Business Administration	1,297,229	321,789	1,619,018	418,397	2,037,415	1,866,619	1,679,068
Total Function 4	1,895,107	414,227	2,309,334	674,335	2,983,669	2,742,949	2,613,563
5 Operations and Maintenance							
5.41 Operations and Maintenance Administration	290,408	61,449	351,857	180,466	532,323	565,961	516,832
5.50 Maintenance Operations	3,161,096	760,997	3,922,093	1,403,362	5,325,455	5,768,233	5,553,892
5.52 Maintenance of Grounds	110,626	19,928	130,554	380,230	510,784	418,592	484,983
5.56 Utilities	-		-	1,564,150	1,564,150	1,260,000	1,720,216
Total Function 5	3,562,130	842,374	4,404,504	3,528,208	7,932,712	8,012,786	8,275,923
7 Transportation and Housing							
7.41 Transportation and Housing Administration	145,770	31,949	177,719	4,219	181,938	154,225	166,648
7.70 Student Transportation	1,203,463	339,366	1,542,829	765,543	2,308,372	2,236,057	2,329,354
Total Function 7	1,349,233	371,315	1,720,548	769,762	2,490,310	2,390,282	2,496,002
9 Debt Services							
Total Function 9	-	-	-	-	-	-	-
Total Functions 1 - 9	55,170,783	13,196,921	68,367,704	8,660,212	77,027,916	77,423,840	76,660,560

School District No. 5 (Southeast Kootenay)

Schedule of Special Purpose Operations

Year Ended June 30, 2024

Schedule 3 (Unaudited)

	2024 Budget	2024 Actual	2023 Actual
	\$	\$	\$
Revenues			
Provincial Grants			
Ministry of Education and Child Care	5,706,665	12,431,787	5,737,587
Other	110,164	112,474	123,820
Other Revenue	665,000	2,292,298	2,120,027
Investment Income	5,000	13,200	20,300
Total Revenue	<u>6,486,829</u>	<u>14,849,759</u>	<u>8,001,734</u>
Expenses			
Instruction	6,196,778	14,695,229	7,574,353
District Administration	3,000		
Operations and Maintenance	24,430	24,430	148,412
Transportation and Housing			24,000
Total Expense	<u>6,224,208</u>	<u>14,719,659</u>	<u>7,746,765</u>
Special Purpose Surplus (Deficit) for the year	<u>262,621</u>	<u>130,100</u>	<u>254,969</u>
Net Transfers (to) from other funds			
Tangible Capital Assets Purchased	(262,621)	(130,100)	(254,969)
Total Net Transfers	<u>(262,621)</u>	<u>(130,100)</u>	<u>(254,969)</u>
Total Special Purpose Surplus (Deficit) for the year	<u>-</u>	<u>-</u>	<u>-</u>
Special Purpose Surplus (Deficit), beginning of year			
Special Purpose Surplus (Deficit), end of year		<u>-</u>	<u>-</u>

School District No. 5 (Southeast Kootenay)

Changes in Special Purpose Funds and Expense by Object
Year Ended June 30, 2024

	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	179,934		790,314	386,339	16,345	13,542	117,709	11,900	
Add: Restricted Grants									
Provincial Grants - Ministry of Education and Child Care	287,051	293,563			128,000	26,950	588,243	412,537	162,905
Provincial Grants - Other									
Other			7,250	2,298,219					
Investment Income			44,501						
	287,051	293,563	51,751	2,298,219	128,000	26,950	588,243	412,537	162,905
Less: Allocated to Revenue	154,530	293,563	20,450	2,285,048	136,967	20,975	470,222	424,250	162,905
Deferred Revenue, end of year	312,455	-	821,615	399,510	7,378	19,517	235,730	187	-
Revenues									
Provincial Grants - Ministry of Education and Child Care	154,530	293,563			136,967	20,975	470,222	424,250	162,905
Provincial Grants - Other									
Other Revenue			7,250	2,285,048					
Investment Income			13,200						
	154,530	293,563	20,450	2,285,048	136,967	20,975	470,222	424,250	162,905
Expenses									
Salaries									
Teachers							117,604		
Principals and Vice Principals									
Educational Assistants		221,424					128,106		
Support Staff								299,766	88,544
Other Professionals									
Substitutes						5,694	34,759		
	-	221,424	-	-	-	5,694	280,469	299,766	88,544
Employee Benefits		72,139				1,424	49,894	93,828	22,136
Services and Supplies	24,430		20,450	2,285,048	136,967	13,857	139,859	30,656	52,225
	24,430	293,563	20,450	2,285,048	136,967	20,975	470,222	424,250	162,905
Net Revenue (Expense) before Interfund Transfers	130,100	-	-	-	-	-	-	-	-
Interfund Transfers									
Tangible Capital Assets Purchased	(130,100)								
	(130,100)	-	-	-	-	-	-	-	-
Net Revenue (Expense)	-	-	-	-	-	-	-	-	-
Additional Expenses funded by, and reported in, the Operating Fund									801,198

School District No. 5 (Southeast Kootenay)

Schedule 3A (Unaudited)

Changes in Special Purpose Funds and Expense by Object

Year Ended June 30, 2024

	Classroom Enhancement Fund - Staffing	Classroom Enhancement Fund - Remedies	First Nation Student Transportation	Mental Health in Schools	Changing Results for Young Children	Student & Family Affordability	SEY2KT (Early Years to Kindergarten)	ECL (Early Care & Learning)	Feeding Futures Fund
	\$	\$	\$	\$	\$	\$	\$	\$	\$
Deferred Revenue, beginning of year			20,523	2,398	2,137	176,919	12,727	38,447	
Add: Restricted Grants									
Provincial Grants - Ministry of Education and Child Care	9,533,498	123,532	27,449	52,000	11,250	151,000	19,000	175,000	808,815
Provincial Grants - Other									
Other									
Investment Income									
	9,533,498	123,532	27,449	52,000	11,250	151,000	19,000	175,000	808,815
Less: Allocated to Revenue	9,533,498	123,532	-	28,332	13,387	171,926	15,725	193,126	688,849
Deferred Revenue, end of year	-	-	47,972	26,066	-	155,993	16,002	20,321	119,966
Revenues									
Provincial Grants - Ministry of Education and Child Care	9,533,498	123,532		28,332	13,387	171,926	15,725	193,126	688,849
Provincial Grants - Other									
Other Revenue									
Investment Income									
	9,533,498	123,532	-	28,332	13,387	171,926	15,725	193,126	688,849
Expenses									
Salaries									
Teachers	7,328,658								
Principals and Vice Principals								142,083	
Educational Assistants									
Support Staff									350,601
Other Professionals									
Substitutes		98,827		3,623	8,628		10,093		
	7,328,658	98,827	-	3,623	8,628	-	10,093	142,083	350,601
Employee Benefits	2,204,840	24,705		905	2,155		2,523	28,417	99,615
Services and Supplies				23,804	2,604	171,926	3,109	22,626	238,633
	9,533,498	123,532	-	28,332	13,387	171,926	15,725	193,126	688,849
Net Revenue (Expense) before Interfund Transfers	-	-	-	-	-	-	-	-	-
Interfund Transfers									
Tangible Capital Assets Purchased	-	-	-	-	-	-	-	-	-
Net Revenue (Expense)	-	-	-	-	-	-	-	-	-
Additional Expenses funded by, and reported in, the Operating Fund	47,269	12,682							

School District No. 5 (Southeast Kootenay)

Changes in Special Purpose Funds and Expense by Object

Year Ended June 30, 2024

	MCF Programs	Estate of Clarence SES	TOTAL
	\$	\$	\$
Deferred Revenue, beginning of year	2,310	55,000	1,826,544
Add: Restricted Grants			
Provincial Grants - Ministry of Education and Child Care			12,800,793
Provincial Grants - Other	110,164		110,164
Other			2,305,469
Investment Income			44,501
	110,164	-	15,260,927
Less: Allocated to Revenue	112,474	-	14,849,759
Deferred Revenue, end of year	-	55,000	2,237,712
Revenues			
Provincial Grants - Ministry of Education and Child Care			12,431,787
Provincial Grants - Other	112,474		112,474
Other Revenue			2,292,298
Investment Income			13,200
	112,474	-	14,849,759
Expenses			
Salaries			
Teachers			7,446,262
Principals and Vice Principals			142,083
Educational Assistants			349,530
Support Staff			738,911
Other Professionals	83,869		83,869
Substitutes			161,624
	83,869	-	8,922,279
Employee Benefits	21,473		2,624,054
Services and Supplies	7,132		3,173,326
	112,474	-	14,719,659
Net Revenue (Expense) before Interfund Transfers	-	-	130,100
Interfund Transfers			
Tangible Capital Assets Purchased			(130,100)
	-	-	(130,100)
Net Revenue (Expense)	-	-	-
Additional Expenses funded by, and reported in, the Operating Fund			861,149

School District No. 5 (Southeast Kootenay)

Schedule 4 (Unaudited)

Schedule of Capital Operations

Year Ended June 30, 2024

	2024 Budget	2024 Actual			2023 Actual
		Invested in Tangible Capital Assets	Local Capital	Fund Balance	
	\$	\$	\$	\$	\$
Revenues					
Investment Income	10,000		62,815	62,815	24,175
Amortization of Deferred Capital Revenue	3,318,467	3,313,977		3,313,977	3,198,168
Total Revenue	3,328,467	3,313,977	62,815	3,376,792	3,222,343
Expenses					
Amortization of Tangible Capital Assets					
Operations and Maintenance	3,994,029	4,116,528		4,116,528	3,888,363
Write-off/down of Buildings and Sites		(164,956)		(164,956)	
Debt Services					
Capital Lease Interest			16,422	16,422	3,447
Total Expense	3,994,029	3,951,572	16,422	3,967,994	3,891,810
Capital Surplus (Deficit) for the year	(665,562)	(637,595)	46,393	(591,202)	(669,467)
Net Transfers (to) from other funds					
Tangible Capital Assets Purchased	302,233	130,100		130,100	254,969
Local Capital	800,000		800,000	800,000	500,000
Capital Lease Payment			103,757	103,757	16,546
Total Net Transfers	1,102,233	130,100	903,757	1,033,857	771,515
Other Adjustments to Fund Balances					
Tangible Capital Assets Purchased from Local Capital		462,175	(462,175)	-	
Principal Payment					
Capital Lease		87,335	(87,335)	-	
Total Other Adjustments to Fund Balances		549,510	(549,510)	-	
Total Capital Surplus (Deficit) for the year	436,671	42,015	400,640	442,655	102,048
Capital Surplus (Deficit), beginning of year		19,474,263	582,699	20,056,962	19,954,914
Capital Surplus (Deficit), end of year		19,516,278	983,339	20,499,617	20,056,962

School District No. 5 (Southeast Kootenay)

Tangible Capital Assets
Year Ended June 30, 2024

	Sites	Buildings	Furniture and Equipment	Vehicles	Computer Software	Computer Hardware	Total
	\$	\$	\$	\$	\$	\$	\$
Cost, beginning of year	9,437,116	166,764,841	1,922,266	4,346,237		567,987	183,038,447
Changes for the Year							
Increase:							
Purchases from:							
Deferred Capital Revenue - Bylaw		3,277,670	261,441	344,873			3,883,984
Deferred Capital Revenue - Other		75,920	20,000				95,920
Special Purpose Funds		130,100					130,100
Local Capital		336,981	105,119			20,075	462,175
Equipment under capital lease				121,310		108,105	229,415
	-	3,820,671	386,560	466,183	-	128,180	4,801,594
Decrease:							
Deemed Disposals			23,249	594,147		25,576	642,972
Written-off/down During Year		1,474,027					1,474,027
	-	1,474,027	23,249	594,147	-	25,576	2,116,999
Cost, end of year	9,437,116	169,111,485	2,285,577	4,218,273	-	670,591	185,723,042
Work in Progress, end of year							-
Cost and Work in Progress, end of year	9,437,116	169,111,485	2,285,577	4,218,273	-	670,591	185,723,042
Accumulated Amortization, beginning of year		90,552,052	1,119,257	1,759,355		146,302	93,576,966
Changes for the Year							
Increase: Amortization for the Year		3,310,220	210,392	434,291		161,625	4,116,528
Decrease:							
Deemed Disposals			23,249	594,147		25,576	642,972
Written-off During Year		580,144					580,144
		580,144	23,249	594,147	-	25,576	1,223,116
Accumulated Amortization, end of year		93,282,128	1,306,400	1,599,499	-	282,351	96,470,378
Tangible Capital Assets - Net	9,437,116	75,829,357	979,177	2,618,774	-	388,240	89,252,664

School District No. 5 (Southeast Kootenay)

Schedule 4C (Unaudited)

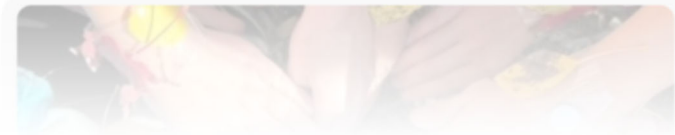
Deferred Capital Revenue
Year Ended June 30, 2024

	Bylaw Capital	Other Provincial	Other Capital	Total Capital
	\$	\$	\$	\$
Deferred Capital Revenue, beginning of year	62,563,862	2,588,518	2,037,706	67,190,086
Changes for the Year				
Increase:				
Transferred from Deferred Revenue - Capital Additions	3,883,984	75,920	20,000	3,979,904
	<u>3,883,984</u>	<u>75,920</u>	<u>20,000</u>	<u>3,979,904</u>
Decrease:				
Amortization of Deferred Capital Revenue	3,141,982	91,572	80,423	3,313,977
Revenue Recognized on Write-off/down of Buildings	893,883			893,883
	<u>4,035,865</u>	<u>91,572</u>	<u>80,423</u>	<u>4,207,860</u>
Net Changes for the Year	<u>(151,881)</u>	<u>(15,652)</u>	<u>(60,423)</u>	<u>(227,956)</u>
Deferred Capital Revenue, end of year	<u>62,411,981</u>	<u>2,572,866</u>	<u>1,977,283</u>	<u>66,962,130</u>
Work in Progress, beginning of year				-
Changes for the Year				
Net Changes for the Year	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Work in Progress, end of year	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total Deferred Capital Revenue, end of year	<u>62,411,981</u>	<u>2,572,866</u>	<u>1,977,283</u>	<u>66,962,130</u>

School District No. 5 (Southeast Kootenay)

Changes in Unspent Deferred Capital Revenue
Year Ended June 30, 2024

	Bylaw Capital	MECC Restricted Capital	Other Provincial Capital	Land Capital	Other Capital	Total
	\$	\$	\$	\$	\$	\$
Balance, beginning of year	595,788	4,358			80,576	680,722
Changes for the Year						
Increase:						
Provincial Grants - Ministry of Education and Child Care	3,418,680		1,033,032			4,451,712
Other					111,781	111,781
Investment Income		248				248
	3,418,680	248	1,033,032	-	111,781	4,563,741
Decrease:						
Transferred to DCR - Capital Additions	3,883,984		75,920		20,000	3,979,904
	3,883,984	-	75,920	-	20,000	3,979,904
Net Changes for the Year	(465,304)	248	957,112	-	91,781	583,837
Balance, end of year	130,484	4,606	957,112	-	172,357	1,264,559



Financial Statement Discussion and Analysis

For the year ended June 30, 2024



SCHOOL DISTRICT 5
S O U T H E A S T K O O T E N A Y

School District No. 05 (Southeast Kootenay) Financial Statement Discussion & Analysis For the Year Ended June 30, 2024

The following is a discussion and analysis of School District No. 5 (Southeast Kootenay) (the “District”) financial performance for the fiscal year ended June 30, 2024. This report is a summary of the District’s financial activities based on currently known facts, decisions, or conditions. The results of the current year are discussed in comparison with the prior year and the budget. This report should be read in conjunction with the District’s annual financial statements.

OVERVIEW OF THE DISTRICT

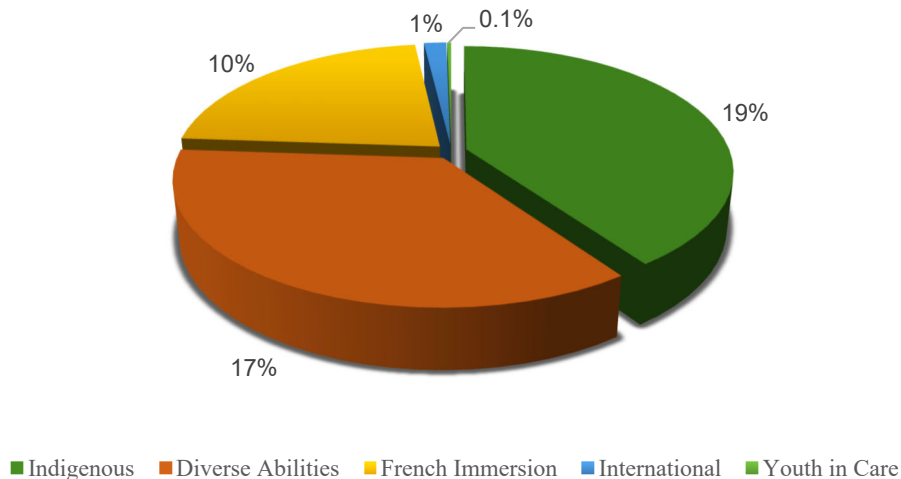
The District is located in the Southeastern corner of British Columbia. The District is on the traditional territories of the Ktunaxa peoples. The footprint of the District is fully contained within the Ktunaxa Nation.



The District is comprised of the communities of Elkford, Sparwood, Fernie, Jaffray/South Country and Cranbrook. It encompasses 18 schools, including one online school and five French Immersion schools and serves approximately 6,020 full-time equivalent (FTE) students.



**School District No. 5 (Southeast Kootenay)
Demographics**



The Framework for Enhancing Student Learning (“FESL”) guides the District’s Board of Education (the “Board”) and its employees and partners in delivering educational programs.

Board Vision: Students love to learn here, staff love to work here, families love to gather here.

Board Mission: Our students will graduate with dignity, purpose and options.

Board Values: Respect, Vision, Fairness, Collaboration, Integrity, Inclusion.



School District No. 5 (Southeast Kootenay) endeavors to maintain high and measurable standards, with a strategic focus on the following priorities and related goals:



UNDERSTANDING SCHOOL DISTRICT FINANCIAL PERFORMANCE

Annual surplus and accumulated surplus are key financial statement performance indicators; however, interpreting the meaning of these figures in BC school districts is complicated by the use of fund accounting and deferral accounting. The use of fund accounting means the financial statements of school districts are a consolidation of three separate funds (operating, special purpose and capital), and each of these funds differs with respect to the methods of accounting used and the legislative and other constraints on budgeting and financial results. This means financial performance can only be fully understood by reviewing each fund separately. Financial performance for each fund is reported in the supplementary schedules that follow the notes to the financial statements.



<p>Operating Fund</p> <p>2024 Revenues: \$81.6 million</p>	<p>Annual program revenues and expenditures are reported within the operating fund and special purpose fund (see below). The annual and accumulated surplus within the operating fund are important indicators of financial performance and financial health for school districts. This is because school districts are not permitted to budget for, or incur, an <u>accumulated</u> deficit position. This means when a school district has accumulated operating surplus available it can be used to budget for future expenditures and to reduce financial risk associated with unforeseen circumstances.</p>
<p>Special Purpose Fund</p> <p>2024 Revenues: \$14.9 million</p>	<p>The special purpose fund includes grants and school generated funds that are restricted for a specific purpose. Annual and accumulated surplus is always zero because revenues are recognized only as related expenditures occur (deferral method of accounting). If expenditures for a program within the special purpose fund exceed available revenues, the resulting deficit is transferred to the operating fund, reducing accumulated operating surplus.</p>
<p>Capital Fund</p> <p>2024 Capital Funding Received or Receivable: \$4.5 million</p> <p>2024 Capital Assets Purchased: \$4.8 million</p>	<p>The capital fund reports investment in, and financing activities related to, capital assets. Capital contributions (funding) from the Ministry of Education and Child Care are accounted for using the deferral method of accounting, whereby recognition of capital funding revenue is spread out over the life of the related capital assets to match with the amortization expense which reflects the use of the asset over its life. This means capital fund revenues are not a reflection of funding received in a given year. Also, capital revenues only offset amortization expense in the capital fund to the extent assets were funded by provincial capital grants. As many capital investments are funded by operating revenues (recorded as transfers of accumulated operating surplus to the capital fund), the capital fund normally reports an annual deficit.</p> <p>In short, capital fund revenues, expenses and annual deficit are not a meaningful indicator of annual financial performance.</p>

FINANCIAL HIGHLIGHTS



Cost of living affected the District students and staff and the District operations. The District received over \$808,000 as a Feeding Futures fund to help assist with food insecurities and in school food programs and another \$151,000 for Student & Family Affordability fund to further assist vulnerable students and their families

facing affordability concerns. Also our Classroom Enhancement Fund for staffing increased from \$3.2 million to \$9.5 million due to the correction to the calculation. These funds were used to hire more teachers during the year. The ongoing impact of the pandemic still presents uncertainty over future cash flows and may have a significant impact on future operations including continued increased replacement costs for sick teachers and support staff and staffing shortages.

As reported in the Statement of Operations, for the year ended June 30, 2024, the District's revenue exceeded its expenses resulting in an annual surplus of \$4,120,548 (2023 – deficit of \$1,910,496). This was comprised of the combined financial results of the operating fund and the capital fund as follows:

Annual Surplus (Deficit)	June 30, 2024	June 30, 2023
Operating Fund	\$ 3,677,632	\$ (2,012,544)
Capital Fund	442,655	102,048
Combined	\$ 4,120,287	\$ (1,910,496)

Financial Results for 2023-2024

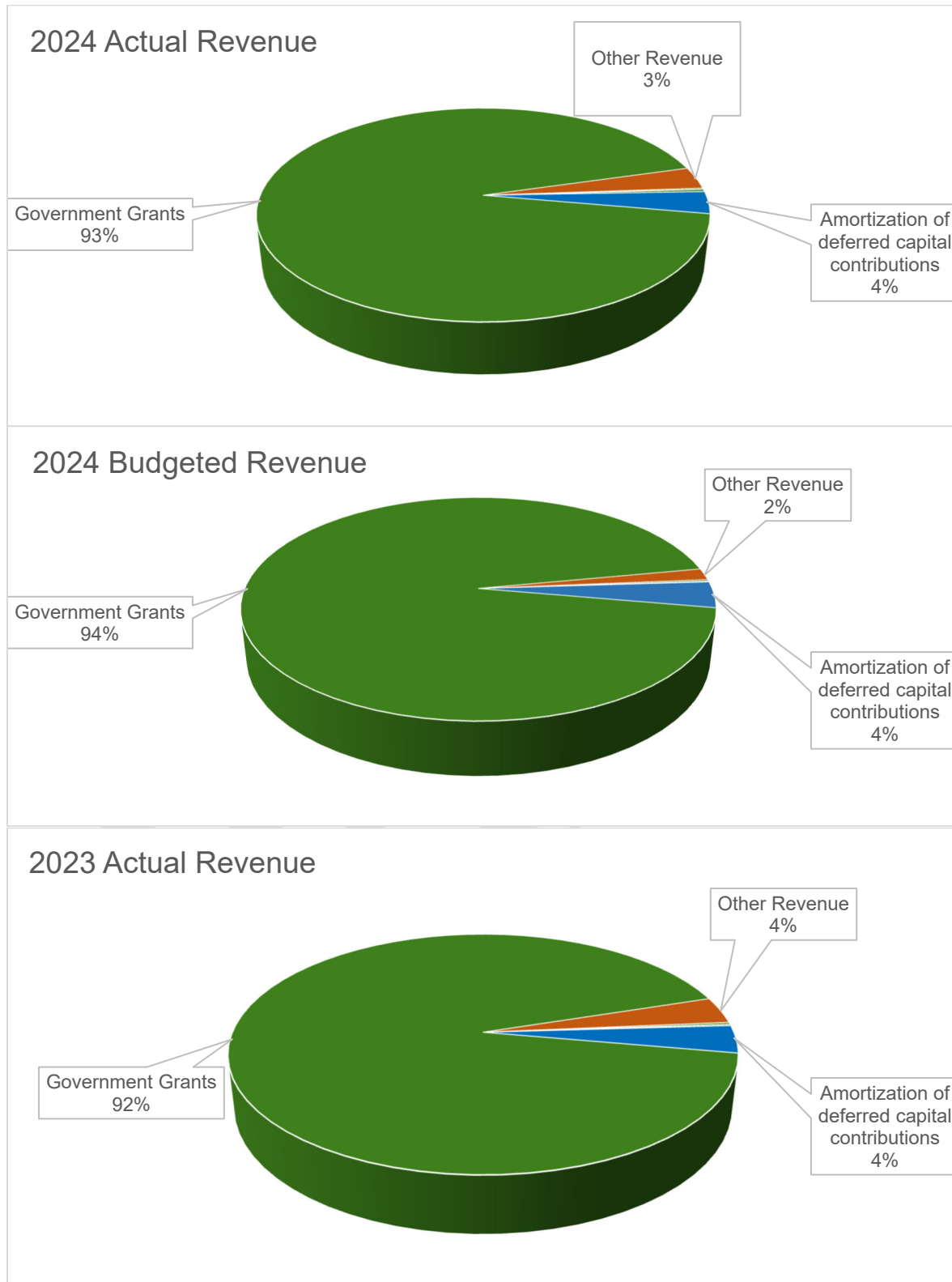
Revenues	Operating	SPF	Capital	Total
Provincial Grants	\$80,120,278	\$12,544,261	-	\$92,664,539
Other Revenue	1,029,650	2,292,298	-	3,321,948
Rentals and Leases	202,596	-	-	202,596
Investment Income	256,781	13,200	62,815	332,796
Amortization of Deferred Capital Revenue	-	-	3,313,977	3,313,977
Total Revenues	81,609,305	14,849,759	3,376,792	99,835,856
Expenses				
Instruction	\$63,621,225	14,695,229	-	\$78,316,454
District Administration	2,983,669	-	-	2,983,669
Operations and Maintenance	7,932,712	24,430	-	7,957,142
Transportation and Housing	2,490,310	-	-	2,490,310
Amortization of Tangible Capital Assets	-	-	4,116,528	4,116,528
Write-off/down of Buildings	-	-	(164,956)	(164,956)
Debt Services	-	-	16,422	16,422
Total Expenses	77,027,916	14,719,659	3,967,994	95,715,569
Surplus (Deficit)	4,581,389	130,100	(591,202)	4,120,287
Net Transfers to/(from) other Funds	(903,757)	(130,100)	1,033,857	-
Total Surplus (Deficit) for the year	3,677,632	-	442,655	4,120,287
Surplus beginning of the year	2,437,968	-	20,056,962	22,494,930
Accumulated Surplus	\$ 6,115,600	-	\$20,499,617	\$26,615,217

Analyzing the operating fund, the annual surplus of \$4,120,287 resulted due to overall revenues being higher than expected mainly because of the increase in student FTE enrolment and increase in Classroom Enhancement funding, extra Feeding Futures funding. Also, a conservative approach was taken to keep the expenses in check to help alleviate prior year deficits.

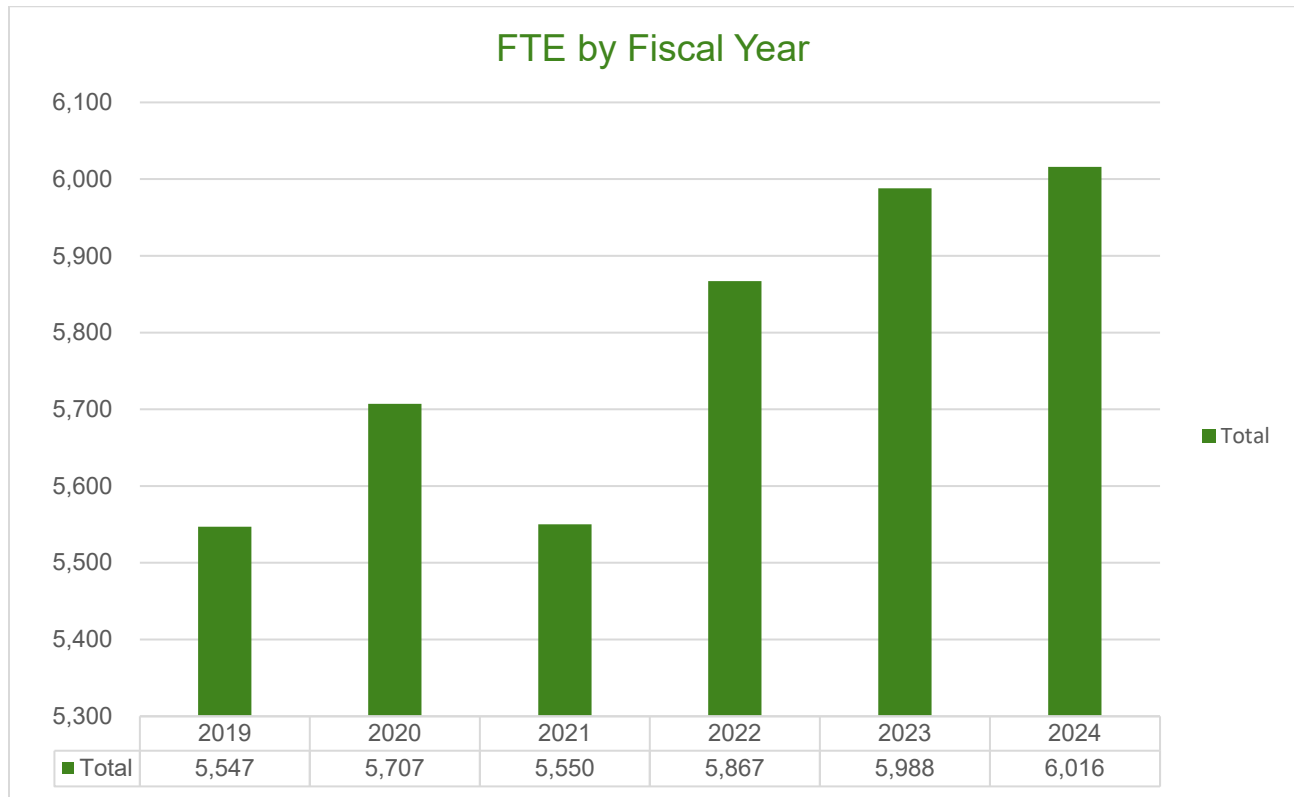
Total Revenue, Expenses and Annual Surplus



Revenue Analysis



Funded FTE Enrolment by Fiscal Year



Capital Investment

During the year ended June 30, 2024, the District invested \$4.8 million (2023 - \$8.7 million) in capital additions that were funded by Provincial capital funding of \$4.4 million (2023 - \$8.6 million) and the operating fund of \$0.9 million (2023 - \$0.1 million). Capital additions during the year included the following projects:

Project	Invested in 2023/24 (in millions)	Completion Date
Mount Baker Secondary School Dust Collection, Flooring & Plumbing	\$ 1.00	Ongoing
District Annual Maintenance Various	\$ 1.50	Ongoing
Bus Replacement Program	\$ 0.30	Ongoing
Sparwood Secondary School Electrical Upgrades	\$ 0.05	Ongoing
FJ Mitchell Elementary School Playground	\$ 0.10	Ongoing
Child Care Spaces in Schools	\$ 0.07	Ongoing
New Fernie School	\$ 0.80	Ongoing

Significant Financial Events

- **Class Size and Composition Language** - Following a ruling by the Supreme Court of Canada, in the fall of 2017 all school districts in the Province restored class size and composition language that had been previously removed from the teachers' contract in 2002. This restoration was a significant undertaking in the District and involved hiring more than 26 teachers, developing new administrative processes and the creation of additional classroom space. During 2023/24, the District received \$9.8 million (2022/23 - \$3.5 million) in funding through the Classroom Enhancement Fund (CEF) for teaching positions and for other overhead costs related to the contract restoration. Funding for restoration (CEF) and the related costs are reported in the special purpose fund.
- **School Capacity Constraints** – with the restoration of class size language and enrolment growth, Isabella Dicken Elementary School (Ferne) is well above capacity. Over the past 5 years, growth has been accommodated by installing portable classrooms and the site now houses 10 portable classrooms and completing a four-classroom expansion. Additionally, the District has acquired land for a future school, and is pursuing options for building a new school to meet the long-term needs of the community, which have cost implications for both the capital plan (capital fund) and the operating fund.
- **School Building Impairment** – On June 30, 2024, there was a fire at Amy Woodland Elementary School which caused significant damage to the building. As a result, the amount recorded in buildings above has been derecognized as at June 30, 2024. The District is actively working with the Ministry of Education on various options for the future of the school. See Note 6 and Note 10 for the impact to Capital Assets and Deferred Capital Revenue.

FINANCIAL ANALYSIS OF THE SCHOOL DISTRICT

In this section, actual results are compared to the prior year and budget (where applicable) in more detail. For the statement of operations, the analysis is performed for each of the three funds.

Statement of Financial Position (All Funds)

The table below includes explanations for significant variances in the statement of financial position relative to the prior year.

	2024	2023	Analysis of Variance
Cash	\$18,212,873	\$10,317,351	Increase in cash at year end, mainly due to increased CEF funding which helped to subsidize some of the operating costs. Also, received over \$1M for childcare spaces which hasn't been fully utilized as at year end, and timing of cash receipts and disbursements.
Accounts Receivable - Other	\$1,035,258	\$ 2,154,561	2023 balance included amount receivable for employee benefit surplus of \$1.3 m. out of which we received \$.8 m of funds during the current year.
Accounts Payable and Accrued Liabilities	\$8,422,459	\$ 7,417,256	Increased mainly due to higher trades payable at year end and higher wages and vacation payable at year end than prior year.
Deferred Capital Revenue	\$68,226,689	\$67,870,808	Increased by \$0.3 million due to capital funding received (\$4.5 million) offset by amortization of capital funding revenue (\$4.2 million).
Tangible Capital Assets	\$89,252,664	\$89,461,220	Increased by \$0.2 million due to capital investment of \$4.8 million offset by amortization of \$4.6 million.

Statement of Operations

	Annual Budget 2023/24	Actual 2023/24	Actual 2022/23
Revenues	\$ 88,078,748	\$ 99,835,856	\$ 86,388,639
Expenses and fund transfers	87,642,077	95,715,569	88,299,135
Annual Operating Surplus	436,671	4,120,287	(1,910,496)
Opening Accumulated Surplus	22,494,930	22,494,930	24,405,426
Closing Accumulated Surplus	\$22,931,601	\$26,615,217	\$ 22,494,930

Operating Fund Revenues

A high-level summary of operating fund revenues is presented below, and explanations of significant variances follows. A more detailed presentation of operating revenues is presented in schedule 2A following the notes to the financial statements.

	Annual Budget 2023/24	Actual 2023/24	Annual Budget 2022/23	Actual 2022/23
Grant Revenue	\$ 77,174,057	\$ 80,120,278	\$ 70,070,409	\$ 73,855,300
Other Revenue	809,395	1,029,650	999,684	955,587
Rentals and Leases	200,000	202,596	200,000	233,405
Investment Income	80,000	256,781	25,000	117,270
Total Revenues	\$ 78,263,452	\$ 81,609,305	\$ 71,295,093	\$ 75,164,562

Grant Revenues

Budgeted grant revenues in 2023/24 were \$7.1 million greater than 2022/23 budgeted revenues primarily due to FTE increase in fall enrolment and inflationary increases to funding rates.

Actual 2023/24 grant revenues are \$2.9 million greater than to 2023/24 budget, and the increase is due to increase in FTE enrolment to 6,016 compared to 5,988 in 2023 fiscal year, as indicated on the FTE funded enrolment chart above. Also, received \$1.3 million for labour settlement funding.

Other Income

Increase from budget is mainly related to increase in funding from miscellaneous resources. Funding from international students and first nation students actually was lower than budget.

Investment Income

Actual investment income in 2023/24 exceeded budget as investment income budget was conservative. Investment income increased from prior year actual mainly due to the increase in interest rates from 5.20% to 5.70%.

Operating Fund Expenses

Expenses in the financial statements are presented both by object (category of expense) and by function (program). Operating fund expenses are presented below by function with explanations of significant variances following. A more detailed presentation of operating expenses is presented in schedules 2B and 2C following the notes to the financial statements.

Analysis of Variances by Function

Operating Fund Expenditure by Function	Annual Budget 2023/24	Actual 2023/24	Annual Budget 2022/23	Actual 2022/23
Instruction	\$ 64,277,823	\$ 63,621,225	\$ 57,571,394	\$ 63,275,072
District Administration	2,742,949	2,983,669	2,444,758	2,613,563
Operations and Maintenance	8,012,786	7,932,712	7,871,058	8,275,923
Transportation	2,390,282	2,490,310	2,497,265	2,496,002
Fund transfer	839,612	903,757	910,618	516,546
Total	\$ 78,263,452	\$ 77,931,673	\$ 71,295,093	\$ 77,177,106

Instruction – Instruction expense is lower relative to budget. This is mainly due to the salary costs in operating being subsidized by increased CEF funding even though we had a wage increase of 6.75%. We also saw a slight decrease for Teachers On Call as well.

District Administration – District administration expense is higher than both the budget and the prior year actual mainly due to higher than budgeted costs related to increased legal fees, payroll audit and training costs increase as our payroll system was changed during the year. Also, there was an increase of 6.75% in wages & benefits.

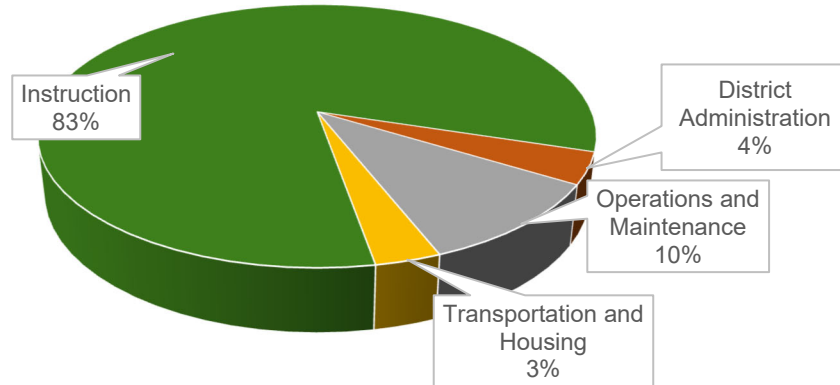
Operations and Maintenance and Fund Transfer – Fund transfers primarily represent operations and maintenance expenditures that meet the criteria for capitalization. Decrease operations and maintenance expenses compared to both the budget and prior year actuals are due to one less clerical position, contract costs for electrical and custodial were reduced by hiring employees.

Transportation – The transportation expense is higher than current year budget and slightly lower than the prior year. This increase from budget is mainly attributed to. higher prices for fuel and more bus trips during the year required more bus drivers, along with generally higher wages and benefits.

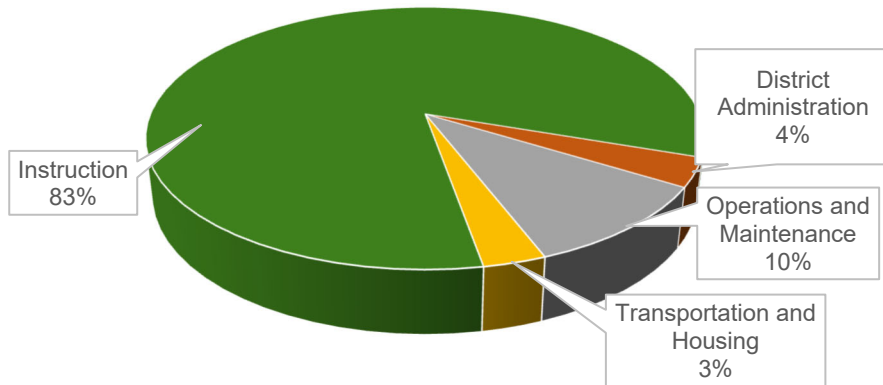


Operating Expenses Analysis

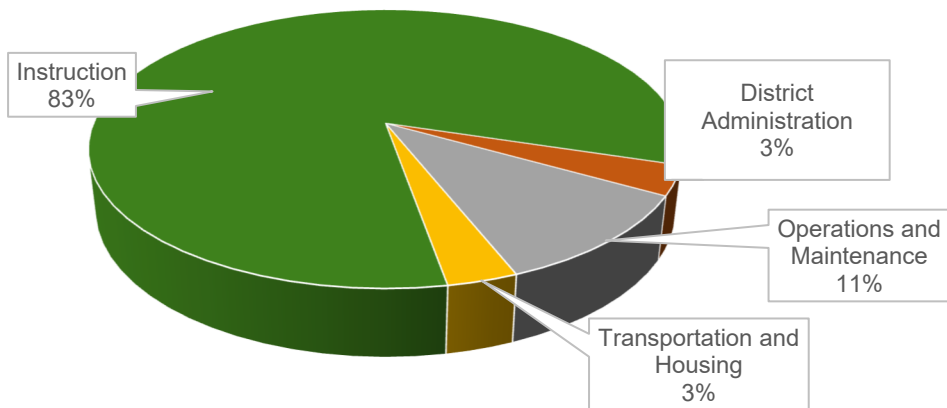
2024 Actual Expenses



2024 Budgeted Expenses



2023 Actual Expenses



Accumulated Operating Surplus

Understanding the components of accumulated operating surplus is necessary for understanding how much of the balance relates to multi-year funding of programs (surplus carryforwards) and how much of the balance is available to reduce financial risk associated with unforeseen expenditures or to fund additional expenditures in the future. The components of closing accumulated surplus are presented in the table below:

	June 2024	June 2023	Change
Total Accumulated Surplus (per financial statements)	\$ 6,115,600	\$ 2,437,968	\$ 3,677,632
School Initiatives (multi-year funding)	(1,673,125)	(1,533,100)	(140,025)
District Initiatives (multi-year funding)	(1,237,988)	(894,204)	(343,784)
Total Internally Restricted	(2,911,113)	(2,427,304)	(483,809)
Contingency Reserve (Unappropriated Surplus)	\$ 3,204,487	\$ 10,665	\$ 3,193,822

Statement of Operations by Fund – Special Purpose Fund

	Annual Budget 2023/24	Actual 2023/24	Annual Budget 2022/23	Actual 2022/23
Provincial Grants	\$ 5,816,829	\$12,544,261	\$ 4,515,699	\$ 5,861,407
Other Revenues	670,000	2,305,498	678,000	2,140,327
Expenditures	(6,224,208)	(14,719,659)	(4,931,078)	(7,746,765)
Fund transfers	(262,621)	(130,100)	(262,621)	(254,969)
Annual Surplus (Deficit)	\$ -	\$ -	\$ -	\$ -

Actual provincial grants are higher than budgeted mainly because of extra funding of over \$9.8 million for Classroom Enhancement Fund and \$0.8 million in Feeding Futures Funding to assist with school food program as well as 0.1 extra Student and Family Affordability Fund to combat rise in cost of living.

Detailed information on the special purpose fund is presented in schedules 3 and 3A following the notes to the financial statements.

Statement of Operations by Fund – Capital Fund

	Annual Budget 2023/24	Actual 2023/24	Annual Budget 2022/23	Actual 2022/23
Revenues	\$3,328,467	\$3,376,792	\$ 3,151,986	\$ 3,222,343
Expenses	(3,991,029)	(3,967,994)	(3,808,251)	(3,891,810)
Fund Transfers (capital assets purchased in other funds)	1,102,233	1,033,857	1,173,239	771,515
Change in Accumulated Surplus	436,671	442,655	519,474	102,048
Opening Accumulated Surplus		20,056,962		19,954,914
Closing Accumulated Surplus		\$ 20,499,617		\$ 20,056,962

It is expected that revenues and expenses in the capital fund will be predictable and consistent as they reflect the recognition of capital funding (as revenue) and the usage of capital assets over their life (as amortization expense).

Fund transfers from the operating fund and special purpose fund were less than budget as there were less expenditures that met the criteria for capitalization as an asset.

During the year ended June 30, 2023, the district invested \$4.8 million in capital additions. Further details are presented in the Financial Highlights section.

Within the capital fund the following two balances are important as they represent funds available for future capital investment:

- Local Capital Reserve – this balance forms part of the accumulated surplus in the capital fund and represents funds available for investment in capital assets at the discretion of the Board.
- Ministry of Education and Child Care Restricted Capital – this balance forms part of the deferred capital revenue balance in the capital fund and represents funds available for investment in capital assets at the discretion of the Ministry of Education and Child Care. These funds are generated primarily from capital project savings and proceeds of disposition of assets that are allocated to the Minister of Education and Child Care pursuant to the *School Act*.

The table below presents the June 30, 2024 closing balances in Local Capital and Ministry of Education and Child Care Restricted Capital and what portion of the balances remains uncommitted for future capital investment.

	Local Capital	Ministry of Education and Child Care Restricted Capital
Balance at June 30, 2024	\$ 983,339	\$ 130,484
Committed for future investment	983,339	130,484
Uncommitted Balance	\$ -	\$ -

Detailed information on the capital fund is presented in schedules 4 to 4D following the notes to the financial statements.

CONTACTING THE SCHOOL DISTRICT'S FINANCIAL MANAGEMENT

This financial report is designed to provide the District's stakeholders with a general overview of the finances for School District No. 5 (Southeast Kootenay) and to demonstrate the District's accountability for the money it receives. If you have questions about this report or need additional financial information, please contact the Office of the Secretary Treasurer at nick.taylor@sd5.bc.ca or 250-417-2054.



From: [Laura-Lee Phillips](#)
To: [Laurel Giesbrecht](#)
Subject: Strengthening Early Years to Kindergarten Transitions (SEY2KT) in Cranbrook
Date: Wednesday, September 04, 2024 11:22:20 AM
Attachments: [image001.png](#)
[image002.png](#)

Strengthening Early Years to Kindergarten Transitions (SEY2KT) in Cranbrook

The Strengthening Early Years to Kindergarten Transitions (SEY2KT) Group is a collaborative, multi-partner initiative designed to improve early learning experiences and transition processes for children and families in British Columbia. Comprised of Principals, Vice Principals, District staff, Kindergarten Teachers, community members, Speech and Language pathologists, ECEs, Strong Start facilitators, childcare providers, and school trustees, the program brings together educators from both the school district and community settings to design and implement ongoing collaborative actions, based on local resources and needs.

The SEY2KT Group meets six times a year, attending provincial meetings and then meeting in their school and/or working group to strengthen relationships across education and the early years sectors. The program is grounded in research on transitions from early childhood to primary school and successful transformations to a learning leadership model (OECD 2015). Moreover, the program is aligned with the revised Early Learning Framework (BC 2019) and is committed to upholding the highest standards of academic excellence and professionalism.

The framework of SEY2KT:

- Collaborating and Creating Partnerships: Developing new ways of 'showing up' and interacting with one another
- Welcoming Families: Welcoming families into the school community
- Going out into the community: Improving accessibility
- Creating communities of practice: Developing shared professional learning activities, planning together, engaging in common practices

We are thrilled to witness the SEY2KT initiative in **Cranbrook (HES, SES, and PES)** this year, aiming to improve the continuity for children as they transition from early childhood programs to kindergarten. This project will have several benefits, including smoother transitions, and better collaboration among the early years, school, and families. These efforts will help lay a positive foundation for a child's journey.

To learn more about SEY2KT, please visit [SEY2KT — Compassionate Systems Leadership](#)

SEY2KT DATES for 2024 – 2025

***Sessions will take place at the Cranbrook Board Office.**

Core Concepts of Compassionate System Leadership:

October 10, 2024
Nov. 14, 2024
Jan. 16, 2025
Feb. 13, 2025
April 10, 2025
May 8, 2025

Agenda:

9:00 – 9:30 Networking
9:30 – 11:30 Provincial SEY2KT virtual – Compassionate Systems
11:30 -12:30 Lunch provided
12:30 – 2:30 Planning time

Please reply to this email and let me know if you would like to be part of SEY2KT!

If you have any questions, please let me know.

Laura-Lee Phillips (she/her)

District Principal of Early Learning and Child Care
Early Years

Southeast Kootenay (School District 5)
CBO: 250.417.2053

I acknowledge that I am privileged to work, learn, and grow in the traditional, unceded territory of the Ktunaxa Peoples and the chosen home of the Métis.

