



PACIFIC RIM SCHOOL DISTRICT

FINANCIAL PLAN

2024/25 - 2026/27



always learning | takaas?aaqłin huuhtakšiih
ka kishkaytaynaan | apprendre, toujours

LAND ACKNOWLEDGEMENT

The Pacific Rim School District is situated on the ḥaḥuuḥi of the ḥiṣaaḥaḥ, Hupaḥasath, Tla-o-qui-aht, Yuuḥuḥiḥaḥ and Huu-ay-aht First Nations and acknowledges that we work alongside these Nuu-chah-nulth nations as well as the Ditidaht, Uchucklesaht, Toquaht, Ahousaht, and Hesquiaht First Nations, the Métis Nation of British Columbia and the Alberni-Clayoquot Métis Society to serve the children and youth of the Alberni-Clayoquot region.



PURPOSE

The purpose of the 2024/25 – 2026/27 Financial Plan is to help the stakeholders of the Pacific Rim School District understand financial processes and to provide a summary of the information utilized to make financial decisions that support the Board's Strategic Plan.

It provides an outline of how the Board prepares, reviews and approves the annual budget each year.



INPUT

The Board of Education compiles a budget using factors such as:

- Ensuring the priorities of the Strategic Plan are properly funded;
- Creating a transparent process that includes partner and public input through communication and consultation, with decisions being reported back to the public and partner groups;
- Compliance with the *School Act*, collective agreements, other regulatory requirements and Board policy.





BUDGET TIMELINES

DECEMBER

- Prepare first draft of year-end surplus estimate

JANUARY

- Establish budget timeline
- Prepare second draft of year-end surplus estimate

FEBRUARY

- Deliver a preliminary budget report containing assumptions and risk factors
- Hold liaison meetings with the Alberni District Teachers' Union, Canadian Union of Public Employees, District Parent Advisory Committee, and the Alberni Valley Principal / Vice Principals' Association
- Hold liaison meeting with members of the Indigenous Education Council.
- Prepare third draft of year-end surplus estimate.
- Prepare next year's enrolment estimate.



BUDGET TIMELINES cont'd

MARCH

- Receive the grant announcement estimate for the next year from the Ministry of Education and Child Care
- Reconcile surplus funds available to assist in balancing the budget
- Review the grant announcement with a comparison to the prior year
Analyze changes in the funding formula
- Present the opening budget position after all cost and revenue adjustments are applied

APRIL

- Prepare fourth draft of the year-end surplus estimate
- Present budget options for consideration
- Finance, Assets & Operations Committee debates the options to balance the Annual Budget
- Finance, Assets & Operations Committee recommends that the Board of Education adopt the Annual Budget

MAY

- Board of Education adopts the Annual Budget

BUDGET FUND TYPES

The district's budget is comprised of three separate Funds



SPECIAL PURPOSE FUND

- Learning Improvement Fund
- Annual Facilities Grant
- Classroom Enhancement Fund
- Community Links
- Feeding Futures

and other specific uses or programs



OPERATING FUND

- Learning
- Teaching
- Programs
- Administration
- Facility, Operations and Maintenance
- Busing
- Staff Housing
- Assets such as computers, white fleet, furniture & equipment



CAPITAL FUND

- Buildings
- Fields
- Infrastructure
- Land Purchases
- Buses
- Playgrounds



STRATEGIC GOALS - HOW FINANCE ALIGNS

GOAL #1

INDIGENOUS LEARNER SUCCESS AND RELATIONSHIPS WITH FIRST NATIONS AND METIS

FINANCIAL STEPS TO MAKE GOAL 1 HAPPEN

1. Fund meaningful professional development opportunities on Indigenous ways of knowing, Nuu-chah-nulth and Metis culture, traditions and histories for early care, learning professionals, primary educators and support staff.
2. Include funding focused towards building and enhancing language and culture programs in all schools, including through the creation of land-based learning programs.
3. Ensure funding to create culturally relevant and welcoming environments for students and staff of both Indigenous and non-Indigenous ancestry.
4. Financially support the Board of Education through the process of connecting with the Nations and moving towards co-governance, allyship, and reconciliation.



STRATEGIC GOALS - HOW FINANCE ALIGNS

GOAL #2

STUDENT ACHIEVEMENT

FINANCIAL STEPS TO MAKE GOAL 2 HAPPEN

1. Maintain literacy and numeracy as top priorities for K-12 students using data and evidence to direct allocation of resources.
2. Close learning gaps, aligning resources based on needs, by providing responsive budgeting and staffing information.
3. Ensure funding available to support in-service supports for all staff.
4. Distribute funds equitably across the district guaranteeing the same learning opportunities for students that reside in remote areas, as those received in more populated areas.
5. Fund supports for students in Grades 6-10 whose graduation pathways are in risk.
6. Support transitions into school, from elementary to secondary.



STRATEGIC GOALS - HOW FINANCE ALIGNS

GOAL #3

MENTAL HEALTH AND SOCIAL-EMOTIONAL WELL-BEING

FINANCIAL STEPS TO MAKE GOAL 3 HAPPEN

1. Ensure funding sources available to maintain a consistent and sustainable food security plan district wide.
2. Budget for wraparound services in collaboration with community organizations and agencies.
3. Ensure the budget supports the needs of diverse learners and provides both technology, environmentally safe spaces and adequate support staff.
4. Incorporate wellness initiatives for staff and students into the budget.
5. Support effective outreach to children and families with the greatest need.



STRATEGIC GOALS - HOW FINANCE ALIGNS

GOAL #4

SAFE, WELCOMING AND MODERN LEARNING ENVIRONMENTS

FINANCIAL STEPS TO MAKE GOAL 4 HAPPEN

1. Earmark funds for initiatives such as Accessibility Assessments, Mechanical Cooling system studies, Energy Audits and Communication Planning etc.
2. Ensure funding for modern technology devices, current district wide software, and adequate training for users.
3. Support SOGI initiatives, training programs and modern signage to ensure safe environments for all LGBTQ2S+ students and staff.
4. Provide funding to support welcoming elders into our schools.
5. Provide safe spaces for all school communities.



STRATEGIC GOALS - HOW FINANCE ALIGNS

GOAL #5

ENVIRONMENTAL STEWARDSHIP AND GLOBAL CITIZENSHIP

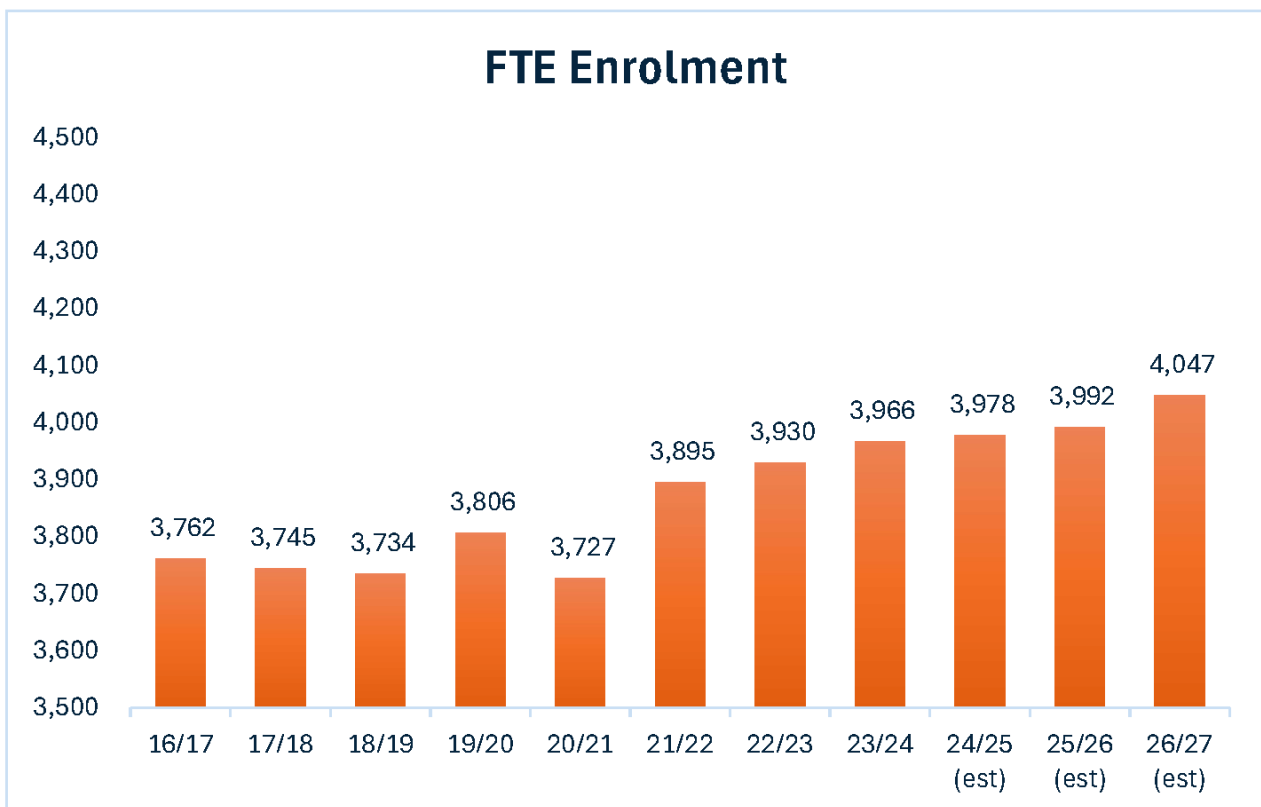
FINANCIAL STEPS TO MAKE GOAL 5 HAPPEN

1. Provide funding that promotes environmental stewardship and global citizenship education across all curriculum areas.
2. Ensure funding availability for paperless solutions, energy audits and fleet driver training.
3. Develop EV charging opportunities district wide.
4. Fund opportunities for students to attend out of district environmental stewardship events.
5. Develop district wide structures to promote environmental stewardship.



ENROLMENT

Enrolment is counted three times during the school year. The Operating Grant is adjusted accordingly to reflect actual enrolment figures as they are known. The chart below includes the September count.

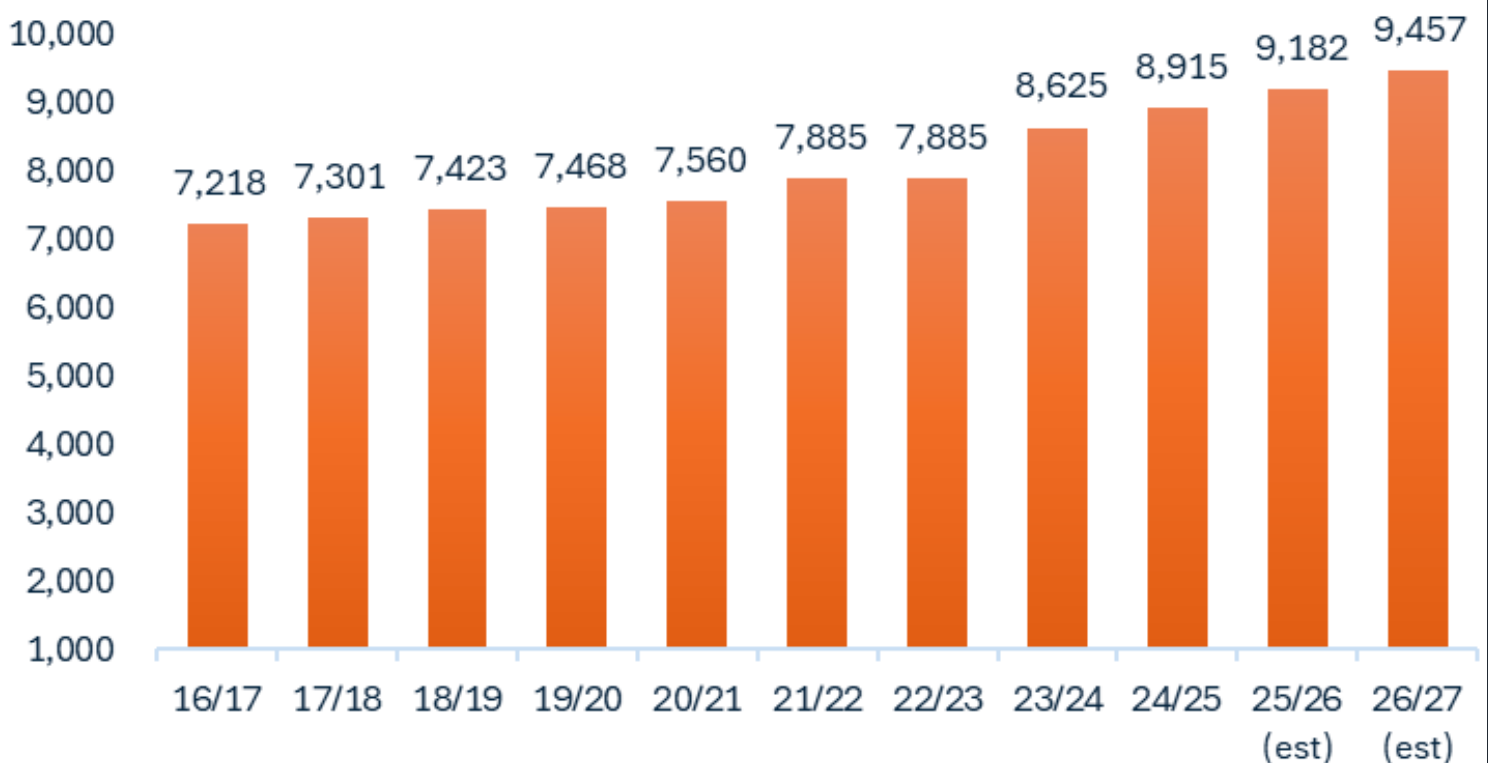




STUDENT ENROLMENT GRANT REVENUES

The graph below shows the base grant amount per student, which was raised from \$7,885 in 2022/23 to \$8,625 in 2023/24. The district forecasts a 3% increase for future years.

Base Grant Per Student





SALARY EXPENSES

2024/2025 marks the end of the negotiated collective agreements for the ADTU and CUPE employees. For future year forecasting, it is assumed that each employee group will receive a 3% increase.

Teacher increases will also be incurred for movement through the 10-step salary grid, based on years of service and additional education. CUPE increases may also be incurred to the vacation pay percentage paid to employees recognizing additional years of service.

Other Professional and Principal & Vice-Principal salaries may also be incremented beyond the percentages negotiated with unions, as employees move through the exempt grids and based on satisfactory performance.



MULTI YEAR OPERATIONAL FORECAST SUMMARY

The preliminary 2024/25 budget outlines an appropriation of \$670,383 from the operating surplus. As we move towards finalizing the 2024/2025 budget, we intend to implement key changes aimed at reducing the current appropriation of \$670,383 to the amount designated for Indigenous Education programs.

Over the next two years, we will work to increase our Contingency Reserve from 0.43% to within the 1% to 3% range of total expenses, in accordance with Policy 340: Accumulated Operating Surplus.

The district upholds the principle that funds generated within a fiscal year should be utilized to support students in that same year. Once the Contingency Reserve reaches an appropriate level, we will prioritize fully utilizing the funds designated for students.

The Contingency Reserve serves to cover unforeseen expenses, while any identified surplus will be allocated to a "wishlist" for future needs.



MULTI YEAR OPERATIONAL FORECAST SUMMARY cont'd

	Actual 2022/2023	Actual 2023/2024	Budget (P) 2024/2025	Projected 2025/2026	Projected 2026/2027
Revenues					
Provincial Grants					
Ministry of Education	41,317,684	44,033,750	46,204,416	48,015,176	49,871,100
Other	41,552	130,939	50,000	50,000	50,000
Tuition	491,119	685,491	674,013	724,013	774,013
Other Revenue	3,574,936	4,824,671	3,601,393	3,601,393	3,601,393
Rentals and Leases	107,320	183,866	246,800	396,800	446,800
Investment Income	178,946	302,358	304,810	314,810	339,810
Total Operating Revenue	45,711,557	50,161,075	51,081,432	53,102,192	55,083,116
Expenses					
Instruction	35,756,263	39,900,444	40,421,849	41,409,504	42,597,160
District Administration	3,089,686	3,056,421	2,822,800	2,907,484	2,992,168
Operations and Maintenance	5,339,743	5,835,161	6,515,943	6,556,421	6,726,900
Transportation and Housing	1,589,536	1,796,244	1,662,624	1,562,503	1,612,381
Total Operating Expenses	45,775,228	50,588,270	51,423,216	52,435,912	53,928,609
Operating Surplus (Deficit) for the year	(63,671)	(427,195)	(341,784)	666,280	1,154,507
Net Transfers (to) from other funds					
Tangible Capital Assets Purchased	(188,080)	(673,794)	(128,599)	(128,599)	(128,599)
Local Capital	(159,864)	(186,634)	(200,000)	(200,000)	(200,000)
Total Net Transfers	(347,944)	(860,428)	(328,599)	(328,599)	(328,599)
Appropriation (Retirement) of Surplus (Deficit)	(411,615)	(1,287,623)	(670,383)	337,681	825,908
Operating Surplus (Deficit), beginning of year	2,591,582	2,179,967	892,344	221,961	559,642
Surplus Use or Accumulation	(411,615)	(1,287,623)	(670,383)	337,681	825,908
Operating Surplus (Deficit), end of year	2,179,967	892,344	221,961	559,642	1,385,550
End of year unrestricted reserves as %age of expense			0.43%	1.07%	2.57%



PACIFIC RIM SCHOOL DISTRICT



The Pacific Rim School District covers much of Central Vancouver Island's rugged, picturesque West Coast and serves a regional population of approximately 31,000 residing in the communities of Port Alberni, Tofino, Ucluelet, Bamfield and other remote communities.

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