



**Board of Education
Saskatoon School Division No. 13
Meeting of the
Saskatoon Board of Education**

TUESDAY, JUNE 7, 2022

310 – 21st Street East - 6:30 p.m.

Please Note: All public Board meetings are audio recorded

AGENDA

1. Roll Call

2. Acknowledgement

3. Agenda

3.1. Adoption of Agenda

Proposed Board Motion: Move approval of the agenda.

3.2. Declaration of Conflict of Interest

4. Celebrating Excellence:

4.1. Depaving Project at Walter Murray Collegiate

5. Consent Items

The Chair will ask for a motion to receive the items, and to approve all recommendations contained therein. Prior to approving the motion, any trustee may request that a consent item be removed.

Proposed Board Motion: That the Board approve the consent items as presented.

5.1. Approval of Minutes – May 10, 2022

Proposed Board Motion (if removed from consent items): That the Board approve the minutes of the Committee of the Whole and Regular Board meetings held May 10, 2022.

5.2. Financial Results for the Period September 1, 2021 to April 30, 2022.

Proposed Board Motion (if removed from consent items): That the Board receive the financial results for the period September 1, 2021 to April 30, 2022 for information.

6. Reports from Administrative Staff

6.1. Strategic Plan Accountability Report: Information Services

Proposed Board Motion: That the Board approve the Strategic Plan Accountability Report: Information Services to be included as part of the director of education's 2021-2022 evaluation.

7. Delegation

8. Business Arising from the Minutes

9. Unfinished Business

9.1. Items Arising from the Committee of the Whole

10. Reports of Committees and Trustees

11. New Business

11.1. Approval of the 2022-2023 Budget Report

Proposed Board Motion: That the Board approve it's annual operating and capital budget estimates for the fiscal year September 1, 2022 to August 31, 2023 as detailed in the 2022-23 Budget Report subject to minor final edits.

12. Comments/Concerns/Questions from the Public

(Maximum 5 minutes per speaker; 20 minutes total; must be related to a specific agenda item)

13. Notices of Motion

14. Questions by Trustees

15. Adjournment

Proposed Board Motion: That the Board adjourn to the call of the Chair or the meeting of Tuesday, June 21, 2022.



MEETING DATE: JUNE 7, 2022

TOPIC: CELEBRATING EXCELLENCE:
DEPAVING PROJECT AT WALTER MURRAY COLLEGIATE

FORUM	AGENDA ITEMS	INTENT
<input checked="" type="checkbox"/> Board Meeting	<input type="checkbox"/> New Business	<input checked="" type="checkbox"/> Information
<input type="checkbox"/> Committee of the Whole	<input type="checkbox"/> Reports from Administrative Staff	<input type="checkbox"/> Decision
	<input checked="" type="checkbox"/> Other: Celebrating Excellence	<input type="checkbox"/> Discussion

BACKGROUND

Academic excellence, character, engagement, and well-being of students are at the heart of Saskatoon Public Schools' five-year strategic plan. The plan highlights our vision of each student being known, valued, and believed in. It emphasizes Saskatoon Public Schools' commitment to creating learning experiences that inspire all students to reach their potential and the importance of relationships, equity, and accountability.

CURRENT STATUS

With support from the Saskatchewan Environmental Society (SES), Walter Murray Collegiate is underway with a *Depave Paradise* project located at the school's now defunct tennis court. A *Depave Paradise* event removes hard surfaces in urban environments replacing it with soil and vegetation. Math 9 and Science 9 are two grade 9 courses which have direct connection to the Walter Murray project.

Principal Tom Sargeant, of Walter Murray Collegiate will be joined by teacher and *Depave Paradise* school lead, Kristine Levesque, and a Walter Murray Collegiate student to explain the depaving initiative.

PREPARED BY	DATE	ATTACHMENTS
Brent Hills, Deputy Director of Education Dean Newton, Superintendent of Education	June 1, 2022	None



MEETING DATE: JUNE 7, 2022

TOPIC: APPROVAL OF MINUTES

FORUM	AGENDA ITEMS	INTENT
<input checked="" type="checkbox"/> Board Meeting	<input type="checkbox"/> Correspondence	<input checked="" type="checkbox"/> Consent
<input type="checkbox"/> Committee of the Whole	<input type="checkbox"/> New Business	<input type="checkbox"/> Decision
	<input type="checkbox"/> Reports from Administrative Staff	<input type="checkbox"/> Discussion
	<input checked="" type="checkbox"/> Other: Approval of Minutes	<input type="checkbox"/> Information

BACKGROUND

CURRENT STATUS

Attached are the minutes from the May 10, 2022, Committee of the Whole and Regular Board meetings.

PREPARED BY	DATE	ATTACHMENTS
Daniel Burke, Chief Financial Officer	May 30, 2022	Minutes

RECOMMENDATION

Proposed Board Motion (if removed from consent items):

That the Board approve the minutes of the Committee of the Whole and Regular Board meetings held May 10, 2022

UNAPPROVED

MINUTES OF A MEETING:

of the Board of Education of the Saskatoon School Division No. 13 of Saskatchewan, held on Tuesday, May 10, 2022 at 2:30 p.m.

May 10, 2022

MEMBERS PRESENT:

Trustees Angela Arneson, Donna Banks, Charmaine Bellamy, Kathleen Brannen, Colleen MacPherson, Michael Pidwerbeski, Kim Stranden, Ross Tait, Suzanne Zwarych

Following discussions in Committee of the Whole, Trustee Bellamy moved that the Board rise and report.

CARRIED (9)

The meeting adjourned at 5:30 p.m.

Secretary of the School Division

Board Chair

UNAPPROVED

MINUTES OF A MEETING: of the Board of Education of the Saskatchewan School Division No. 13 of Saskatchewan, held on Tuesday, May 10, 2022 at 6:30 p.m. May 10, 2022

MEMBERS PRESENT: Trustees Colleen MacPherson (Chair), Angela Arneson, Donna Banks, Charmaine Bellamy, Kathleen Brannen, Michael Pidwerbeski, Kim Stranden, Ross Tait, Suzanne Zwarych

Chair MacPherson, called the meeting to order, read the roll call into the minutes, and acknowledged the meeting was being held on Treaty Six territory and traditional territory of the Cree, Dene, Nakoda, Lakota, Dakota and Saulteaux nations, and the homeland of the Métis and Michif people.

Agenda: Trustee Pidwerbeski moved approval of the agenda. Agenda

CARRIED (9)

There were no conflicts of interest declared by any Board members.

Celebrating Excellence – Holliston School Stand for Peace: Celebrating Excellence - Holliston School Stand for Peace
Paul Janzen, Superintendent of Education, introduced Tammy Wuttunee, Principal at Holliston School. Principal Wuttunee spoke to the school division's Strategic Plan to create learning experiences that inspire all students to reach their potential. LeeAnne Benjamin, Grade 5 teacher and her students Savannah, Boston, Libbey, Kaitylyn and Warda, shared their class project 'Stand Tall For Peace' in response to the war in Ukraine. The students described how they shared their message with the Holliston community by distributing 'Seeds for Peace' letters and performed a song for peace.

Consent Items: Trustee Bellamy moved that the following consent agenda items be approved as presented. Consent Items

CARRIED (9)

Approval of Minutes - April 12, 2022: Trustee Bellamy moved that the Board approve the minutes of the Committee of the Whole and Regular Board meeting held April 12, 2022. Approval of Minutes

CARRIED (9)

Financial Results for the Period September 1, 2021 to March 31, 2022: Financial Results for the Period September 1, 2021 to March 31, 2022
Trustee Bellamy moved that the Board receive the financial results for the period September 1, 2021 to March 31, 2022 for information.

CARRIED (9)

Reports from Administrative Staff:

Strategic Plan Accountability Report: Student Transportation:
Daniel Burke, Chief Financial Officer, and Sheila May, Financial Analyst/Transportation Manager, highlighted the Strategic Plan Accountability Report for student transportation.

Strategic
Plan
Accountability
Report:
Student
Transportation

Trustee Tait moved that the Board approve the Strategic Plan Accountability Report: Student Transportation to be included as part of the director of education's 2021-2022 evaluation.

CARRIED (9)

Closure of Princess Alexandra School: Deputy Director Hills gave a brief history of Princess Alexandra School and he and Director Skjerven shared some highlights of events over the year.

Closure of
Princess
Alexandra
School

Trustee Arneson moved that the Board approve the closure of Princess Alexandra Community School on June 30, 2022.

CARRIED (9)

Unfinished Business:

LINC Collective Agreement 2022: Trustee Banks moved that Board approve the one-year extension of the teachers' Local Implementation Negotiating Committee agreement.

LINC
Collective
Agreement
2022.

CARRIED (9)

AON Insurance – 2022-2023 Insurance Premiums: Trustee Stranden moved that the Board approve the payment of \$1,128,797 including taxes, to AON for 2022-2023 insurance premiums and loss pool contributions.

AON Insurance
2022-2023
Insurance
Premiums

CARRIED (9)

Tender for W.P. Bate Daycare Renovation: Trustee Tait moved that the tender for the W.P. Bate daycare project in the total amount of \$421,800 plus applicable taxes (includes Separate Prices 1 through 5, and Alternate Prices 1 and 2) to D2 Construction Ltd.

Tender for
W.P. Bate
Daycare
Renovations

CARRIED (9)

Unified Security Platform and Fire Alarm Update: Trustee Bellamy moved that the Board approve the Unified Security Platform and Fire Alarm Services Project to be undertaken by CP Distributors Ltd at a total cost of \$375,892 plus applicable taxes.

Unified Security
Platform and
Fire Alarm Update

And

That the Board approve a project budget of \$200,000 for phase one of the new building access and security systems in three to five existing buildings.

CARRIED (9)

Board Subcommittee Minutes: Trustee Pidwerbeski moved that the Board approve the minutes of the Board Human Resources Committee meeting held September 14, 2021.

Board
Subcommittee
Minutes

CARRIED (9)

Reports of Committees and Trustees:

- Trustee Banks reported on her involvement with meetings of the SSBA Executive and planning for the Canadian School Boards Association annual conference in Saskatoon July 2022. She also reported on her attendance at the School Community Council Assembly on April 26.
- Trustee Arneson reported on her attendance at school community council meetings at Centennial Collegiate and Dr. John G. Egnatoff School.
- Trustee Bellamy reported on her involvement with the elementary principal competition.
- Board Chair MacPherson reported on her attendance at school community council meetings in Ward 5. She also highlighted upcoming kindergarten sneak peek events at schools.

New Business

Ventilation Improvement Funding Update: Trustee Zwarych moved that the Board approve the expenditure of up to \$478,664 for the procurement of three complete sets of MERV 13 filters for existing schools, the provision of filter bank transducers for 147 HVAC units in existing schools and the upgrade of HVAC software/control systems in Central Office, such work to be completed by fall 2022, with final costs to be reported to the Board upon completion of the work.

Ventilation
Improvement
Funding Update

CARRIED (9)

Three-Year Preventative Maintenance and Renewal Plan: Trustee Brannen moved that the Board approve the 2023-2025 Preventative Maintenance and Renewal Plan dated May 2, 2022.

Three-Year
Preventative
Maintenance and
Renewal Plan

CARRIED (9)

Strategic Plan – Two-Year Extension: Trustee Brannen moved that the Board approve the two-year extension to the Saskatoon Public Schools Strategic Plan 2019-2024.

Strategic Plan
Two-Year
Extension

CARRIED (9)

Comments/Concerns/Questions from the Public:

There were no comments, concerns, or questions from the public.

Notice of Motion:

No Notices of Motion were brought forward.

Questions by Trustees:

No Questions by Trustees were brought forward.

Adjournment:

Trustee Pidwerbeski moved that the Board adjourn to the call of the Chair or the Committee of the Whole meeting of Tuesday, June 7, 2022.

CARRIED (9)

The meeting adjourned at 7:30 p.m.



MEETING DATE: JUNE 7, 2022

TOPIC: FINANCIAL RESULTS FOR THE PERIOD SEPTEMBER 1, 2021 TO APRIL 30, 2022

FORUM	AGENDA ITEMS	INTENT
<input checked="" type="checkbox"/> Board Meeting	<input type="checkbox"/> Correspondence	<input checked="" type="checkbox"/> Consent
<input type="checkbox"/> Committee of the Whole	<input type="checkbox"/> New Business	<input type="checkbox"/> Decision
	<input checked="" type="checkbox"/> Reports from Administrative Staff	<input type="checkbox"/> Discussion
	<input type="checkbox"/> Other:	<input type="checkbox"/> Information

BACKGROUND

The attached financial information shows the school division’s year-to-date financial position.

CURRENT STATUS

Attached are the following documents:

- | | |
|---|-----------|
| 1. Memorandum regarding financial results to April 30, 2022 | Pages 1-4 |
| 2. Statement of financial activities to April 30, 2022 | Page 5 |
| 3. Cash flow requirements | Page 6 |
| 4. Capital and PMR project status | Page 7 |
| 5. Internally and externally restricted surplus | Page 8 |

Trustees with specific questions are asked to contact Daniel Burke prior to the Board meeting.

PREPARED BY	DATE	ATTACHMENTS
Daniel Burke, Chief Financial Officer	May 30, 2022	Financial Results
Krista Wei, General Manager of Financial Services		Memo

RECOMMENDATION

Proposed Board Motion (if removed from consent items):

That the Board receive the financial results for the period September 1, 2021 to April 30, 2022 for information.



MEMORANDUM

DATE: June 2, 2022

TO: Board Trustees

FROM: Daniel Burke, Chief Financial Officer
Krista Wei, General Manager of Financial Services

RE: **FINANCIAL RESULTS TO APRIL 30, 2022**

See Schedule 1 and 2 for financial information as of April 30, 2022. The following is an explanation for the main revenues and expenditures:

Revenues

- a) Provincial Grants
\$164.7 million and 64% of the provincial grants have been recognized for the year, compared to \$173.2 million and 70% in the prior year. This relates primarily to operating grant revenue which is received equally on a monthly basis. In the prior year we had received an additional \$7.3 million for Covid-19 related funding.
- b) Tuition and Related Fees
Tuition and related fees consist of revenues from Whitecap and the international student program (ISP). \$1.3 million and 86% of budget has been realized as of April 30, 2022, compared to \$1.1 million and 71% of budget in the prior year.
- c) Complementary Services
Complementary services relate primarily to prekindergarten funding, as well as alternative funding grants. \$6.1 million and 98% of budget has been realized so far in the current year. This is higher than \$4.7 million and 82% of budget in 2020-21. Both years are high on a percentile basis as lump-sum funding was received for specific programs at the beginning of the year. The current year is higher as more Jordan's Principle funding has been received year-to-date as this program continues to grow.

d) External Services

External services consist of funding for associate and alliance schools, cafeteria revenues, and qualified donee and foundation donations. As of April 30, 2022, \$2.2 million and 27% of budget has been recognized. In 2020-21, \$2.0 million and 45% of budget had been realized for the comparable period. The current year is lower on a percentile basis as the Foundation revenues, which were increased, will not be recorded until year-end consolidation.

e) School Generated

School Generated revenue relates to student fees and grants at the school level. Revenues of \$2.2 million and 45% of budget has been realized in the current year. This is higher than \$1.1 million and 22% in 2020-21 but both years are low on a percentile basis. School generated revenues are expected to be lower than budget due to Covid-19 restrictions but will correspond with lower school generated expenses.

f) Other

Other includes mainly investment and rental income. Other revenues of \$0.8 million and 50% of budget has been realized in the current year compared to \$0.5 million and 33% in the previous year. The prior year is lower as rentals had been cancelled due to Covid-19 restrictions.

Expendituresa) Governance

Expenses related to governance total \$0.6 million and 86% of budget as of April 30, 2022, compared to \$0.9 million and 87% in the prior year. The current year is lower as the prior year included budgeted election expenses.

b) Administration

Administrative costs are \$4.6 million and 65% of budget as of April 30, 2022. This is lower than 2020-21 levels of \$5.5 million and 85% of budget as the prior year included unexpected Covid-19 expenditures which were covered through additional grant funding.

c) Instruction

Instruction expenses total \$157.1 million and 75% of budget as of April 30, 2022. This is comparable to \$156.0 million and 76% in the prior year.

d) Plant

Plant expenses are currently at \$25.0 million and 58% of budget. This is comparable with 2020-21 levels of \$24.5 million and 58% of budget.

e) School Generated Expense

These expenses currently total \$1.6 million and 33% of budget. This is higher than 2020-21 levels of \$1.1 million and 21% of budget. Both years are low on a percentile basis due to Covid-19 activity restrictions and will align with lower school generated revenues.



Shane Skjerven, Director of Education

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f) Transportation

Transportation expenditures amount to \$4.4 million and 64% of budget as of April 30, 2022. This is comparable to 2020-21 levels of \$4.3 million and 63%.

g) Tuition and Related Fees

These expenses relate primarily to disbursements to homebased students and tuition payments to partners. Tuition expenses total \$0.7 million and 171% of budget. This is higher than the prior year of \$0.4 million and 113% of budget for the same period. Both years have higher expenditures than budget as there were more homebased students than expected. As well, tuition payments to partners are higher than budgeted due to payments made for students attending the Dumont Technical Institute and Saskatchewan Polytechnic. The Ministry provides funding for tuition fee expenses for these students which is included in the provincial grant revenue.

h) Complementary Services

Complementary services expenditures relate primarily to prekindergarten and alternative funding grants. Expenses are currently \$5.1 million and 80% of budget. This comparable to 2020-21 levels of \$4.5 million and 78% of budget.

i) External Services

External services include expenses related to the associate and alliance schools, cafeterias, qualified donee, and the foundation. These amount to \$2.4 million as of April 30, 2022 and 27% of budget. In 2020-21, \$2.1 million and 44% of budget had been realized for the comparable period. The current year is lower on a percentile basis as the Foundation expenses, which were increased, will not be recorded until year-end consolidation.

j) Interest/Allowances

Interest expenditures are currently \$0.2 million and 66% of budget. This is comparable to 2020-21 levels which were \$0.2 million and 66% of budget.

Cash Flow Requirements

Schedule 2 provides information regarding the cash flow requirements as of April 30, 2022. The division has a cash deficit year to date. This can be attributed to normal operations, tangible capital asset purchases and principal loan payments. It is typical for the division to have a deficit for the first ten months of the year as the operating grant is received evenly over twelve months, but operating expenses are much lower in the summer.

Capital Expenditures

Schedule 3 provides information regarding the unaudited financial status as of April 30, 2022 for capital projects which are considered in progress or have had financial activity during the year. This includes the inception to date costs and budget.



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Internally and Externally Restricted Surplus

There are no significant changes to the restricted surplus accounts other than budgeted allocations and allocations from funds outside the operating fund. See Schedule 4 for more information.



Shane Skjerven, Director of Education

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Schedule 1

Saskatoon Public Schools
Consolidated Statement of Financial Activities
For the Month Ended April 30, 2022

	2021-22		2020-21	
	Consolidated Actual	Percentage of Consolidated Budget	Consolidated Actual	Percentage of Consolidated Budget
<u>Revenues</u>				
Property taxes	\$ -		\$ -	
Provincial grants	164,739,420	64%	173,185,403	70%
Tuition and related fees	1,262,848	86%	1,118,951	71%
Complementary services	6,144,523	98%	4,696,805	82%
External services	2,201,149	27%	1,967,518	45%
School-generated	2,209,615	45%	1,084,712	22%
Other	790,594	50%	520,297	33%
Total Revenues	177,348,149	63%	182,573,687	69%
<u>Expenses</u>				
Governance	618,189	86%	892,882	87%
Administration	4,635,585	65%	5,472,827	85%
Instruction	157,050,820	75%	155,967,780	76%
Plant	25,023,081	58%	24,531,458	58%
School-generated	1,626,232	33%	1,060,126	21%
Transportation	4,393,335	64%	4,291,518	63%
Tuition and related fees	668,790	171%	442,282	113%
Complementary services	5,084,082	80%	4,506,719	78%
External services	2,380,069	27%	2,120,130	44%
Interest/allowances	194,385	66%	224,316	66%
Total Expenses	201,674,568	70%	199,510,036	72%
Surplus/(deficit)	(24,326,419)		(16,936,349)	



Saskatoon Public Schools
Inspiring Learning

Shane Skjerven, Director of Education

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Schedule 2

Saskatoon Public Schools
Cash Flow Requirements
For the Month Ended April 30, 2022

	Actual 2021-22	Annual Budget 2021-22
Surplus/(deficit)	(24,326,419)	(6,242,207)
CASH REQUIREMENTS:		
Tangible capital assets:		
Purchases	(2,908,145)	(9,961,000)
Long term debt:		
Repayments	(1,330,089)	(1,995,133)
Debt issued	-	-
Non-cash items included in surplus/deficit:		
Amortization expense	8,720,000	13,080,000
Employee Future Benefits expenses	-	503,400
Pension Plan Adjustment	-	-
NET EXCESS (REQUESTED) CASH	(19,844,653)	(4,614,940)



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Schedule 3

Saskatoon Public Schools
Capital and PMR Project Status
Includes Capital Projects (all) and PMR Projects (budgets ≥ \$250,000)
As of April 30, 2022

Project Name	Actual	Budget	% Budget	Variance
PMR Projects				
Forest Grove ROOF REPL #3A-D	757,661 *	815,500	93%	57,839
Evan Hardy ROOF REPLC	669,393 *	986,000	68%	316,607
Aden Bowman VARIOUS UPGRADES	1,391,177 *	1,440,000	97%	48,823
Dr. John G. Egnatoff ROOF REPL #1,5,6	602,444 *	644,000	94%	41,556
Walter Murray VARIOUS UPGRADES	839,466 *	850,000	99%	10,534
Walter Murray PAINTING, DOOR REPLC	1,129,769 *	1,144,952	99%	15,183
Evan Hardy BOILER REPLC	560,044 *	550,000	102%	(10,044)
John Dolan BOILER REPLC	433,038 *	532,600	81%	99,562
Aden Bowman ROOF REPLC	387,476 *	427,000	91%	39,524
Lester B. Pearson ROOF REPLC	289,384 *	319,000	91%	29,616
Wildwood VARIOUS UPGRADES	339,965 *	435,000	78%	95,035
Greystone Heights WINDOW REPLC	329,672 *	340,000	97%	10,328
Prince Phillip BOILER REPLC	257,061 *	321,000	80%	63,939
Total PMR Projects	7,986,550	8,805,052		818,502
Portables				
Willowgrove 19-20	617,994 *	720,000	86%	102,006
Centennial 19-20	755,909 *	720,000	105%	(35,909)
Alvin Buckwold 20-21	239,217 *	360,000	66%	120,783
Willowgrove 20-21	438,789 *	720,000	61%	281,211
Centennial 20-21	-	360,000	0%	360,000
Total Portables	2,051,910	2,880,000		828,090
Other				
City Centre Project	438,708 *	1,300,000	34%	861,292

* Includes multiple years (actual cost = total project spend to date)



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Schedule 4

**Saskatoon Public Schools
Internally and Externally Restricted Surplus
As of April 30, 2022**

	Opening Balance	Additions/Transfers	As of April 30, 2022
Preventative Maintenance and Renewal (PMR)	8,185,100	(934,536)	7,250,564
Capital Projects	5,075,437	(2,014,647)	3,060,790
<u>Internally Restricted</u>			
<i>School Generated Funds</i>	3,499,384	583,383	4,082,767
<i>Facility Rental Reserve</i>	136,290		136,290
<i>Governance Reserve</i>	43,000		43,000
<i>Facility Operating Reserve</i>	577,963		577,963
<i>Curriculum Renewal Reserve</i>	100,000		100,000
<i>Technology Renewal Reserve</i>	4,975,000		4,975,000
<i>Pandemic Support Funding</i>	5,420,000		5,420,000
<i>Mount Royal Facility Partnership Reserve</i>	169,486		169,486
<i>Secondary Security Camera</i>	50,000		50,000
<i>School Carry Forwards</i>	1,819,172		1,819,172
<i>Alternative Funds</i>	396,897	416,999	813,896
<i>Whitecap</i>	(11,878)		(11,878)
Total Internally Restricted	17,175,314	1,000,381	18,175,695
<u>Externally Restricted</u>			
<i>Donations</i>	568,064	45,483	613,547
<i>Foundation</i>	1,422,827		1,422,827
Total Externally Restricted	1,990,891	45,483	2,036,374
Unrestricted Surplus	3,587,477		3,587,477



Saskatoon Public Schools
Inspiring Learning

Shane Skjerven, Director of Education

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MEETING DATE: JUNE 7, 2022

TOPIC: STRATEGIC PLAN ACCOUNTABILITY REPORT:
INFORMATION SERVICES

FORUM	AGENDA ITEMS	INTENT
<input checked="" type="checkbox"/> Board Meeting	<input type="checkbox"/> Correspondence	<input type="checkbox"/> Consent
<input type="checkbox"/> Committee of the Whole	<input type="checkbox"/> New Business	<input checked="" type="checkbox"/> Decision
	<input checked="" type="checkbox"/> Reports from Administrative Staff	<input type="checkbox"/> Discussion
	<input type="checkbox"/> Other:	<input checked="" type="checkbox"/> Information

BACKGROUND

Academic excellence, character, engagement, and well-being of students are at the heart of Saskatoon Public Schools' five-year strategic plan. The plan highlights our vision of each student being known, valued, and believed in. It emphasizes Saskatoon Public Schools' commitment to creating learning experiences that inspire all students to reach their potential and the importance of relationships, equity, and accountability.

CURRENT STATUS

Attached is the accountability report for Information Services which will be presented by Jason Dunk, Chief Technology Officer.

PREPARED BY	DATE	ATTACHMENTS
Daniel Burke, Chief Financial Officer Jason Dunk, Chief Technology Officer	May 30, 2022	Accountability Report

RECOMMENDATION

Proposed Board Motion:

That the Board approve the Strategic Plan Accountability Report: Information Services, to be included as part of the director of education's 2021-2022 evaluation.

At Saskatoon Public Schools every student is **Known • Valued • Believed In**

We are committed to creating learning experiences that inspire all students to reach their potential.



Accountability Topic: Technology/Information Services

Date of Board Meeting: June 7, 2022

Strategic Priorities:

<input type="checkbox"/> Academic Excellence	<input type="checkbox"/> Well-being
<input type="checkbox"/> Character	<input type="checkbox"/> Financial Stewardship
<input type="checkbox"/> Engagement	<input checked="" type="checkbox"/> Internal Business Processes

Commitments:

- Relationships (honouring diversity, welcoming and joyful spaces, and community partnerships)
- Equity (anti-racist/anti-oppressive practice, representative workforce, high expectations)
- Accountability (evidence-based practice, focus on Indigenous student success, ensure safe, caring, and accepting learning environments)

Key Measures:

1. Access to technological resources to enhance student learning – 23,685 (up from 22,556 last year)
2. Ratio of computers to students:
Elementary average – 5.9 students to every student-use computer
Collegiate average – 4.1 students to every student-use computer

Targets:

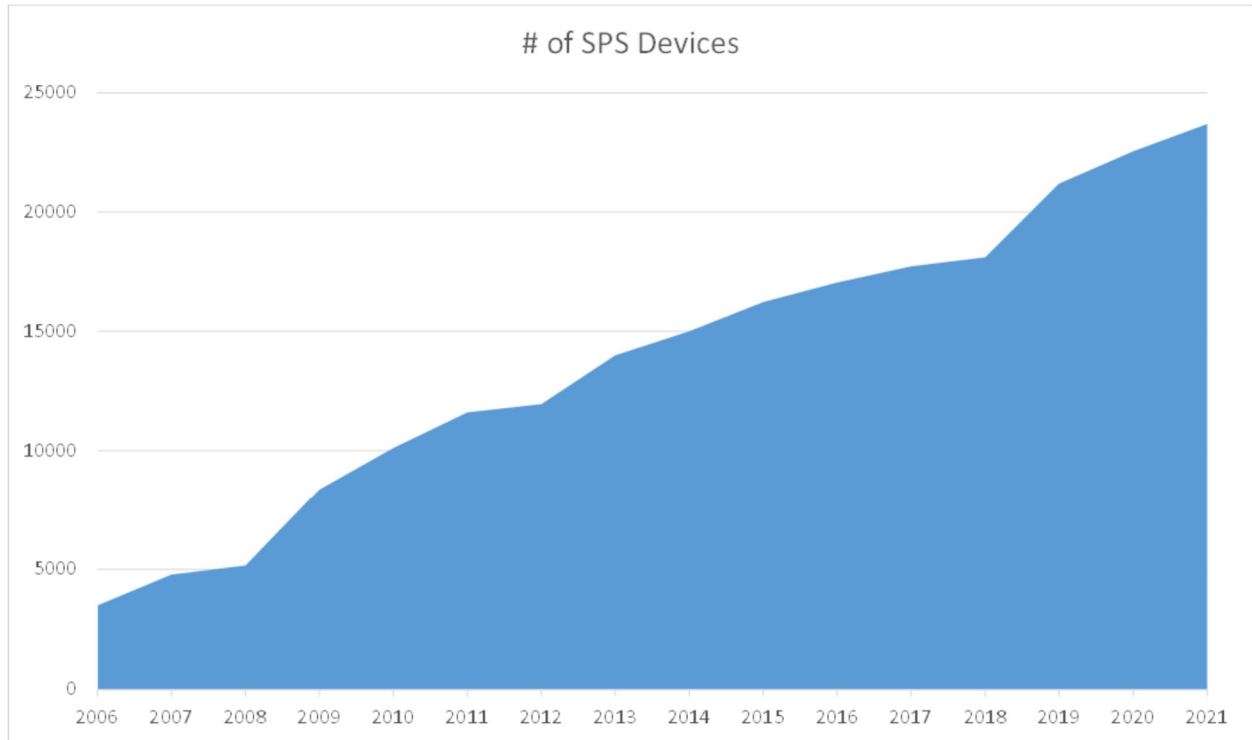
1. Division-owned devices will continue to grow and SPS will continue to plan and budget for this growth, in addition to supporting the many personal devices that access the guest network.
2. Student to computer ratio target is 4:1 division-wide

Key Initiatives Employed:

The division-wide rollouts of MySchoolSask and Edsby was the largest project of the past year, drawing extensively on resources from both the Information Services and Staff Development teams. From the security perspective, additional software was procured to increase security on computers

that access division-wide sensitive data. Access was improved through a new fiber optic connection to SRNet, while email was migrated to the cloud, providing enhanced features and unlimited inbox storage.

Data:



Future Initiatives:

Continued advocacy for resources to address the technology backlog in areas of network and server infrastructures. Upcoming projects include a division-wide replacement of the Wi-Fi network, continued rollout of the new phone system, and expanding advanced cybersecurity measures to all users in the division.

Risk Assessment:

The greatest risks to the division from the technology perspective are twofold:

1. External cyber threats that target organizations by deploying ransomware and publicly exposing personally identifiable information. Education institutions are increasingly targeted by cyber criminals and the resources required to combat this threat often exceed the capacity of a single school division, creating opportunities to work together as a sector with partners such as SRNet, SSBA and the Ministry.
2. Consistent refreshing of systems and the corresponding staff to support growth, ensuring teachers and students are well-served through safe and reliable access to technology. Good IT management maximizes the lifespan of equipment, replacing or upgrading technology when the risk of failure is no longer manageable. While this approach derives the greatest value from the

technology, it leaves little margin for deferring. Additionally, as the expectations on technology and the subsequent risks grow, the division will need to consider staffing levels, as the IS Department has not increased staffing levels in over ten years.

Summary Comments:

Technology in Saskatoon Public Schools can be viewed from two perspectives. From the user lens, the division has provided modern computers to staff and students through a regular cadence of five-year cycle laptop and computer replacements, providing excellent reliability and consistency. From the infrastructure lens, the upgrade cadence is generally longer, upwards of 6-8 years for equipment typically found in the datacenter or network closets. However, as a result of funding challenges, we have postponed required upgrades/replacements for successive years, only maintaining uptime and service levels through a combination of creativity and perseverance. The reliance on technology will continue to grow, as will the complexities of systems and need for resources to procure and manage them. Reducing the infrastructure backlog is becoming critical, and the Wi-Fi replacement is an important step in this investment plan and will provide immediate improvements to our staff and students.



MEETING DATE: JUNE 7, 2022

TOPIC: APPROVAL OF THE 2022-2023 BUDGET REPORT

FORUM	AGENDA ITEMS	INTENT
<input checked="" type="checkbox"/> Board Meeting	<input type="checkbox"/> Correspondence	<input type="checkbox"/> Consent
<input type="checkbox"/> Committee of the Whole	<input checked="" type="checkbox"/> New Business	<input checked="" type="checkbox"/> Decision
	<input type="checkbox"/> Reports from Administrative Staff	<input type="checkbox"/> Discussion
	<input type="checkbox"/> Other: Approval of Minutes	<input type="checkbox"/> Information

BACKGROUND

The Ministry of Education has indicated that school divisions must pass and submit their 2022-2023 budgets to the Ministry no later than June 30, 2022.

CURRENT STATUS

Administration has prepared and is recommending the annual budget estimates for the period September 1, 2022 to August 31, 2023 for the Board's consideration.

PREPARED BY	DATE	ATTACHMENTS
Mr. Daniel Burke, Chief Financial Officer	May 30, 2022	Budget Report
Mrs. Krista Wei, General Manager of Financial Services		

RECOMMENDATION

Proposed Board Motion:

That the Board approve its annual operating and capital budget estimates for the fiscal year September 1, 2022 to August 31, 2023 as detailed in the 2022-23 Budget Report subject to minor final edits.



Saskatoon Public Schools 2022-2023 Budget Report

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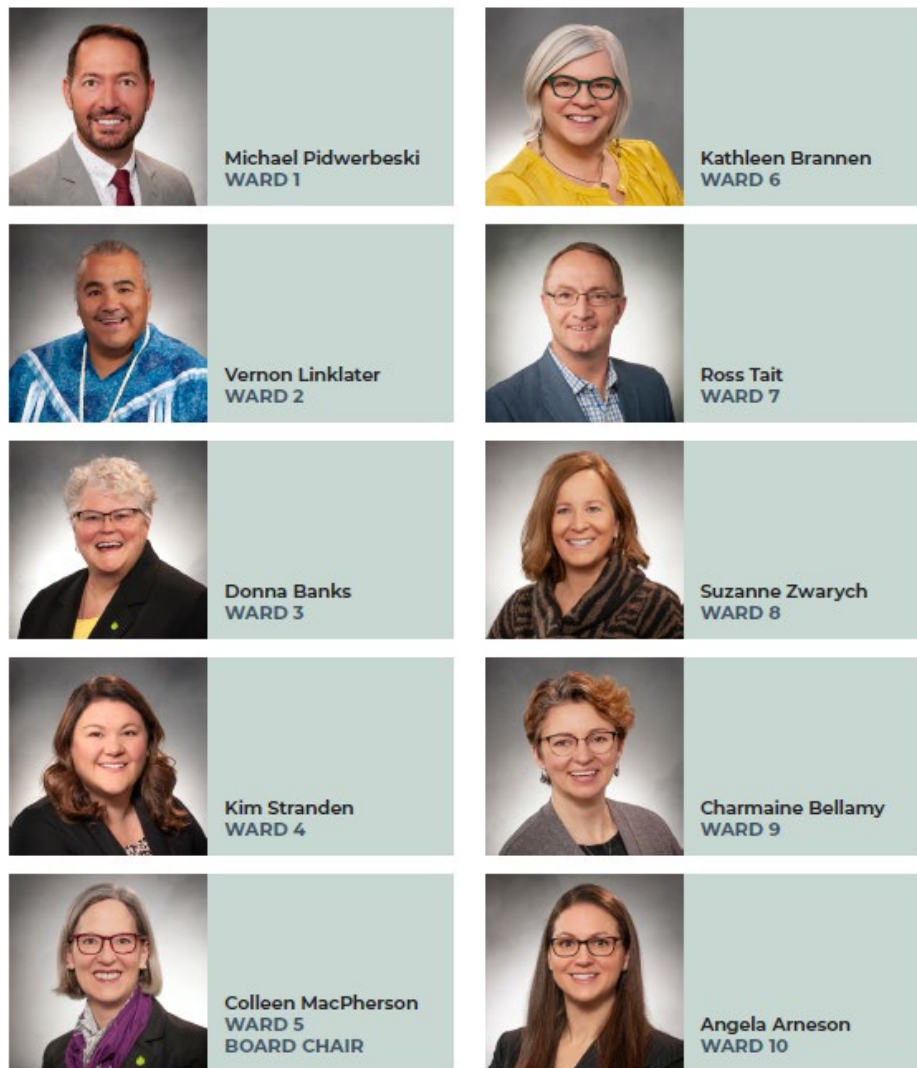
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THE BOARD OF EDUCATION

Saskatoon Public Schools is governed by a ten-person elected Board of Education. *The Education Act, 1995* gives the Board of Education the authority to govern the school division.

The school division is organized into ten wards for the purpose of elections, but once elected, the members of the Board of Education represent all students in the division and are committed to providing the very best education possible for each and every student.

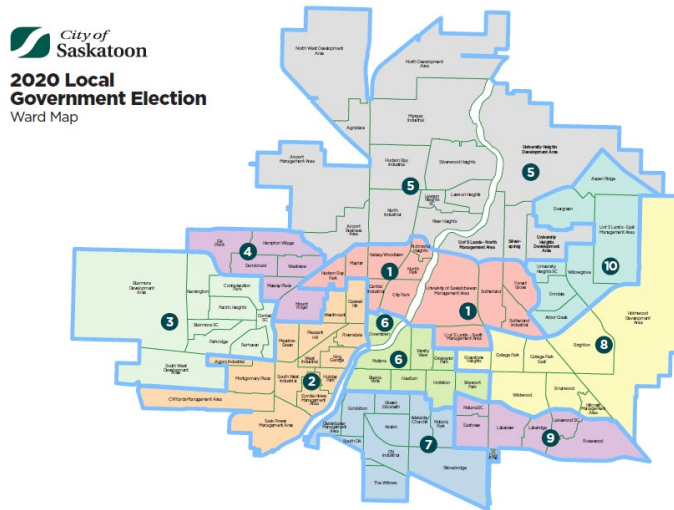
The current Board of Education was elected on November 13, 2020 and will serve a four-year term. Board of Education members are:



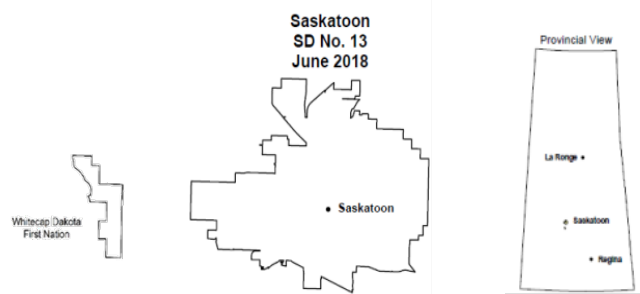
SCHOOL DIVISION PROFILE

Saskatoon Public Schools encompasses the city of Saskatoon and also includes Whitecap Dakota First Nation. It is the largest school division in the province, educating over 26,000 students in 48 elementary schools, 10 collegiates, one associate school, one alliance school, one grades 1-12 school, and a variety of off-site educational programs.

The school division is organized into 10 wards for election purposes.



Each school is also represented by a School Community Council that works closely with the school administrative team to facilitate parent and community participation.



STRATEGIC PLAN

Academic excellence, character, engagement, and well-being of students are at the heart of Saskatoon Public Schools' strategic plan. The plan has a clear vision that resonates with students, staff, parents/caregivers and the larger community. A two year extension to the strategic plan (ending in 2026) was approved by the board on May 10, 2022.

Saskatoon Public Schools
STRATEGIC PLAN

OUR VISION
Every Student is
Known • Valued • Believed In

 ACADEMIC EXCELLENCE Students will achieve success in their learning goals	 CHARACTER Students will demonstrate respect, responsibility, and perseverance	 ENGAGEMENT Students will actively participate in relevant and meaningful learning	 WELL-BEING Students will develop the skills to make healthy choices
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OUR COMMITMENT
We will create learning experiences that inspire all students to reach their potential.

Saskatoon Public Schools
Inspiring Learning

Saskatoon Public Schools
STRATEGIC PLAN

FULFILLING OUR COMMITMENT

RELATIONSHIPS We will

- foster caring and supportive relationships
- honour diversity
- create welcoming and joyful spaces
- develop and grow community partnerships

EQUITY We will

- be open to all
- maintain high expectations for all
- enact anti-racist/anti-oppressive practices
- pursue a representative workforce

ACCOUNTABILITY We will

- respond to student needs through evidence-based practices
- focus on Indigenous student success
- pursue continuous improvement
- ensure safe, caring, and accepting environments

Saskatoon Public Schools
Inspiring Learning

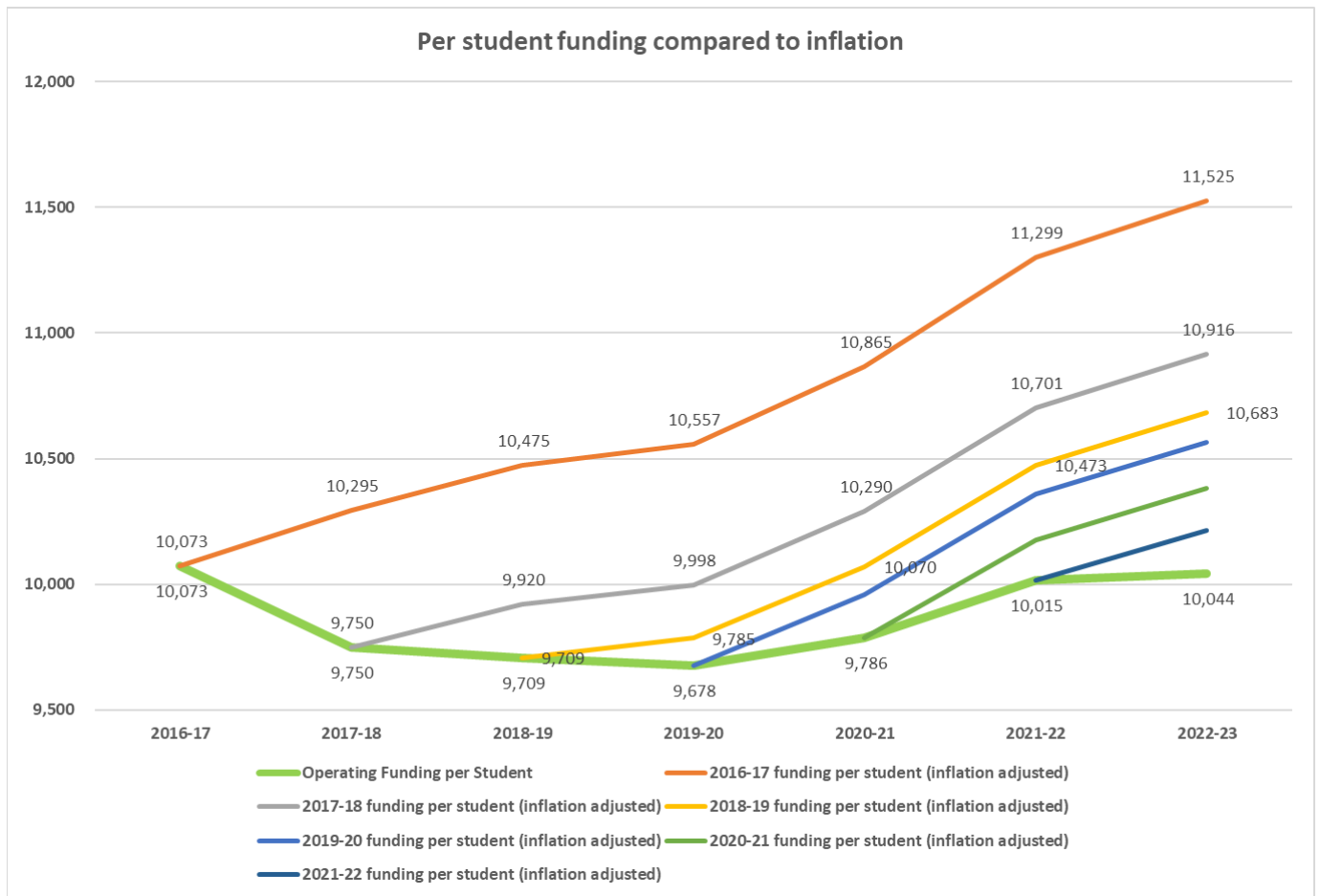
BUDGETARY IMPACTS

The March 23, 2022 provincial budget increased Saskatoon Public Schools' operating funding by 2.1% or \$5.2 million, with an operating grant of \$247.9 million¹ compared to \$242.7 million in 2021-22.

The projected enrolment for September 2022 is 26,590 students. Student enrolment as of September 2021 was 26,256 students as compared to a projection of 26,714. Student enrolment was significantly lower in 2021-22 due to the COVID-19 pandemic. However, total student enrolment has increased by 6.7% since September 2016. This enrolment increase and the addition of four new schools have added operating costs that were not adequately covered by funding increases over the same time period.

As well, during this six-year period there have been inflationary pressures for salaries, benefits, and other expenditures. The following graph shows the per student funding from 2016-17 to 2022-23 and compares it to an inflation adjusted per student funding amount over that time period. There is a significant gap between the inflation adjusted per student funding and the actual per student funding received.

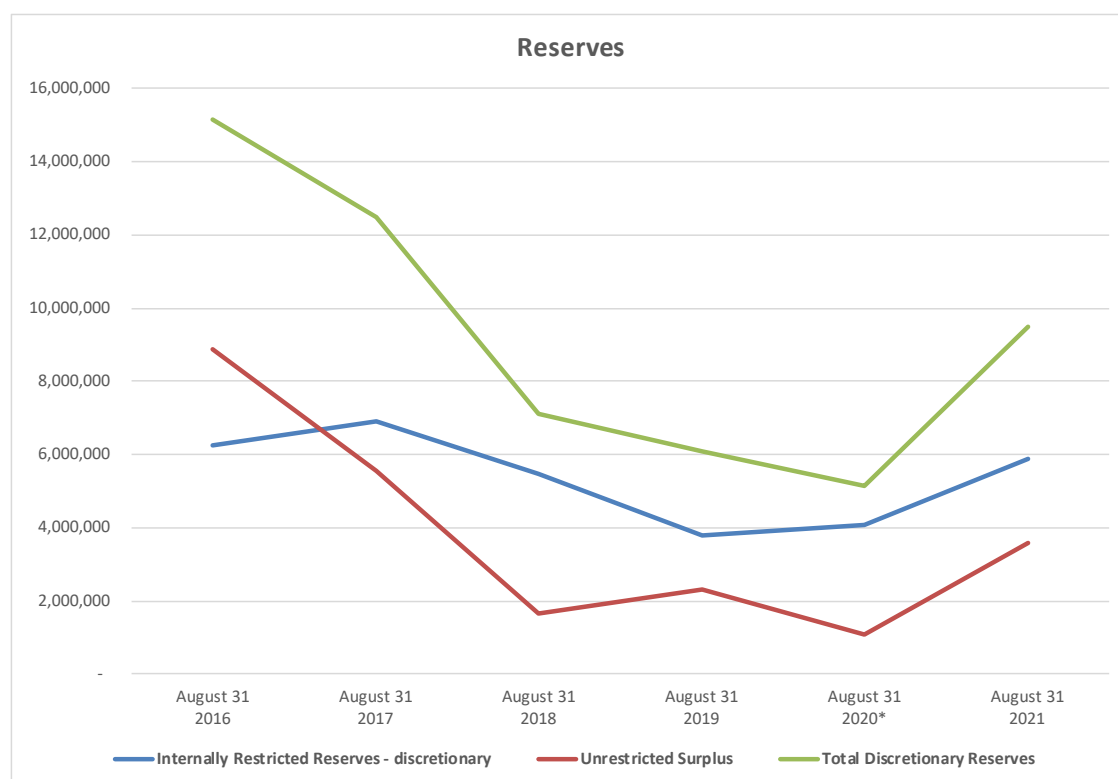
¹ Excluding associate schools, debt funding and funding for First Nations, Métis, Education Achievement Fund.



During each of the years prior to 2021-22, the division has partially addressed this gap by drawing down operating reserves to cover budget deficits, as well as implementing other significant budget reductions. The table and graph below illustrate that this has left depleted reserve balances that are no longer able to partially cover budget deficits. Discretionary reserves are reserve balances that would be available to cover operating or capital expenditures. The discretionary internally restricted reserves available at August 31, 2021 are designated for technology replacement and facilities. Non-discretionary reserve balances include reserves such as school generated funds, school budget carryovers, pandemic reserves, specific program funds and the Saskatoon Public Schools Foundation. These non-discretionary reserve funds cannot be used to cover operating deficits.

Saskatoon Public Schools Budget Report 2022-2023

	August 31 2016	August 31 2017	August 31 2018	August 31 2019	August 31 2020*	August 31 2021
Internally Restricted Reserves - discretionary	6,264,154	6,922,154	5,457,154	3,792,154	4,059,154	5,882,253
Unrestricted Surplus	8,865,446	5,552,512	1,651,618	2,302,463	1,076,569	3,587,477
Total Discretionary Reserves	15,129,600	12,474,666	7,108,772	6,094,617	5,135,723	9,469,730
Internally Restricted Reserves - non discretionary	5,682,165	5,781,540	5,954,637	6,152,466	11,301,181	13,283,951



*Adjusted to remove pension asset from unrestricted surplus

The continued erosion of purchasing power because funding has not kept pace with inflation, combined with the depletion of our reserves and significant cost increases for 2022-23 have forced the school division to make reductions in several areas. These budget changes for 2022-23 are outlined below:

Additions:

- \$5.1 million in increased salaries for teachers due to a 2% salary increase and step movements.
- \$0.9 million in increased salaries for CUPE and out of scope staff.
- \$1.9 million in increased benefits costs due to increases in CPP, EI, pension and other benefits.

Saskatoon Public Schools Budget Report 2022-2023

- Insurance costs - \$0.3 million.
- Software licensing - \$0.2 million.
- Utilities costs - \$0.3 million.
- International Student Program expenses - \$0.2 million.
- Capital infrastructure for Wi-Fi replacement - \$1.325 million.
- Post Pandemic Learning Supports Program (temporary program to provide grade 1-5 reading interventions, student reengagement and mental health supports for students). - \$1.2 million. This will be funded from operating reserves.
- Special education expenses (intermediate Functional Life Skills program and nursing staff) - \$0.3 million.
- Elementary school secretarial support (additional)- \$0.1 million.
- Educational assistants (21.0 FTE positions) - \$1.0 million. This is funded through the new provincial Targeted Classroom Support Funding program.
- School furniture acquisition and replacement - \$0.1 million.

Reductions:

- School-based teaching positions:
 - Staffing ratio – an increase of 0.5 to the staffing divisor.
 - 12.7 FTE elementary schools.
 - 6.9 FTE secondary schools.
 - EAL teachers – 1.0 FTE.
 - Resource room teachers – 1.0 FTE.
 - Discretionary teacher staffing – 2.0 FTE.
- Other school-based reductions:
 - School budget lines – 5% reduction - \$0.2 million.
 - Community school coordinators – 3.0 FTE.
 - Educational psychologist 1.0 FTE.
 - Speech language pathologist 0.5 FTE.
- Noon hour supervision fees - \$0.5 million.
- Facilities rental rates - \$0.1 million.
- Central office reductions:
 - Coordinator 1.0 FTE.
 - Instructional Consultant 1.0 FTE.
- Central office budget lines – 10% reduction - \$0.2 million.

ADVOCACY

To ensure adequate funding to meet the outcomes detailed in the Strategic Plan, the Board and administration will work with the Ministry and advocate for sufficient, sustainable and predictable funding. Specific priorities are as follows:

- Supports for Learning funding for students with special needs as well as those with complex needs. Expenditures in this area exceeded funding by \$12 million in 2020-21.
 - i. Included in this shortfall is a \$2.2 million financial deficit from operating John Dolan School. This school enrolls high needs intensive support students. Several of these students have come from across the province and relocated to Saskatoon to access health and educational services.
- Support funding for the elimination of the learning disparity for First Nation, Inuit, and Métis students.
- Existing locally negotiated and provincial collective agreements.
- Regulatory changes including carbon tax and Canada Pension Plan increases.
- Capital and annual funding to address the backlog of needs for our school buildings and technology infrastructure.

ASSUMPTIONS AND DEFINITIONS

The following are the most significant assumptions:

1. The Ministry will approve the 2022-2023 budget as presented.
2. The 2022-2023 budget includes projected enrolment of 26,590 students. This is a decrease in of 124 students from the projected enrolment of September 2021 of 26,714 students, however it is an increase of 334 students from actual enrolment of 26,256. A material change in enrolment will significantly impact funding and expenditures.
3. The pandemic will continue to recede throughout the 2022-23 school year. This will lead to more students attending class and student and community activities progressing toward pre-pandemic norms.

The following are key definitions for the budget document:

1. **Discretionary reserves** – these are internally restricted and unrestricted reserves that the board can designate to cover operating or capital expenditures. This excludes school generated funds, school budget carryovers, pandemic reserves, partnership and alternate funds reserves and public charity reserves.
2. **Inflation** – this calculated is the Consumer Price Index (CPI) published by Statistics Canada for Saskatoon. The CPI represents changes in prices as experienced by Canadian consumers. It measures price change by comparing, through time, the cost of a fixed basket of goods and services.
3. **Student enrolment** – includes the total number of students pre-kindergarten to grade 12.
4. **Supports for Learning (SFL) funding** – this allocates funding to boards of education for the salary costs of staff who provide services and related programming to ensure that all students have equal access to, and benefit from, the provincial education program and non-salary costs related to supports required for learning. These supports reflect a comprehensive array of services for all students at the classroom, school, and school division levels, such as:
 - resource/learning assistance services;
 - English as an additional language supports for First Nations, Métis, Hutterian, immigrant, and other learners who require support and whose first language is not English;
 - formative, summative, and diagnostic assessment to guide the planning and implementation of responsive instruction, interventions, and supports that meet the needs of all students;

- psychologists, speech-language pathologists, occupational therapists, physical therapists, and social workers;
- counselling and addictions supports;
- interagency collaboration and settlement supports;
- community engagement; and,
- assistive technology.

FINANCIAL INFORMATION

Statement of Operations

	Budget 2022-23	Budget 2021-22
<u>Revenues</u>		
Provincial grants	\$ 267,130,999	\$ 259,032,460
Tuition and related fees	1,829,400	1,462,478
Complementary services	8,355,966	6,288,815
External services	8,170,607	8,159,080
School generated	4,155,000	4,955,000
Other	2,090,506	1,570,506
Total revenues	\$ 291,732,478	\$ 281,468,339

	Budget 2022-23	Budget 2020-21
<u>Expenses</u>		
Governance	\$ 666,664	\$ 722,956
Administration	6,718,298	7,173,669
Instruction	213,415,949	209,078,481
Plant	47,150,335	43,217,842
School generated	4,271,406	4,955,000
Transportation	6,908,088	6,873,304
Tuition and related fees	647,891	391,982
Complementary services	8,304,537	6,341,440
External services	8,723,696	8,662,896
Interest	243,119	292,973
Total expenses	\$ 297,049,982	\$ 287,710,543
Surplus/(deficit)	\$ (5,317,504)	\$ (6,242,204)

Cash Flow Requirements

	Budget 2022-23	Budget 2021-22
Total revenues	291,732,478	281,468,339
Total expenses	297,049,982	287,710,543
Surplus/(deficit)	(5,317,504)	(6,242,204)
<i>Tangible capital assets:</i>		
Purchases	(12,513,000)	(9,961,000)
<i>Long-term debt:</i>		
Debt repayments	(2,039,418)	(1,995,133)
<i>Non-cash items:</i>		
Amortization expense	15,560,000	13,080,000
Employee future benefits expenses	702,900	823,800
<i>Other cash requirements:</i>		
Employee future benefits expected payments	(295,300)	(320,400)
<i>Reserves:</i>		
Use of capital reserves	1,940,000	1,000,000
Use of operating reserves	1,200,000	-
Use of technology reserves	762,322	764,937
Use of pandemic support funding reserves	-	2,850,000
Surplus/deficit	\$ -	\$ -

REVENUES

In 2022-2023, revenues are estimated to be \$291.7 million, an increase of 3.6% compared to the previous year's budget.

	Budget 2022-23	Budget 2021-22	\$ Change	% Change
Revenues				
Provincial grants (note 1)	\$ 267,130,999	\$ 259,032,460	8,098,539	3.1%
Tuition and related fees (note 2)	\$ 1,829,400	\$ 1,462,478	366,922	25.1%
Complementary services (note 3)	\$ 8,355,966	\$ 6,288,815	2,067,151	32.9%
External services	\$ 8,170,607	\$ 8,159,080	11,527	0.1%
School generated (note 4)	\$ 4,155,000	\$ 4,955,000	(800,000)	-16.1%
Other (note 5)	\$ 2,090,506	\$ 1,570,506	520,000	33.1%
Total Revenues	\$ 291,732,478	\$ 281,468,339	\$ 10,264,139	3.6%

Notes:

1. Increases to the provincial grant funding for education and projected enrolment growth in the division. This includes an increase to the operating grant of \$6.0 million, increases to the P3 grant for contracted maintenance services \$0.4 million, increases to provincial grants for CommunityNet services \$0.8 million, increases to provincial grants for capital projects \$0.3 million and increases to provincial grants for Preventative, Maintenance and Renewal funding of \$0.6 million.
2. Tuition and related fees increased mainly due to a increase in the number of students in the International Student Program.
3. Complementary services increased mainly due to projected increases for alternate revenues which includes funding from programs such as Jordan's Principle.
4. School generated revenues decreased mainly due to projected lower student fee revenue based on historical averages. This corresponds with a decrease to school generated expenses.
5. Other revenues have increased primarily due to the addition of student fees for noon hour supervision.

EXPENSES

In 2022-2023, expenses are estimated to be \$297.0 million, an increase of 3.2% compared to the previous year's budget.

	Budget 2022-23	Budget 2021-22	\$ Change	% Change
<u>Expenses</u>				
Governance (note 1)	\$ 666,664	\$ 722,956	\$ (56,292)	-7.8%
Administration (note 2)	\$ 6,718,298	7,173,669	(455,371)	-6.3%
Instruction (note 3)	\$ 213,415,949	209,078,481	4,337,468	2.1%
Plant (note 4)	\$ 47,150,335	43,217,842	3,932,493	9.1%
School generated (note 5)	\$ 4,271,406	4,955,000	(683,594)	-13.8%
Transportation	\$ 6,908,088	6,873,304	34,784	0.5%
Tuition and related fees (note 6)	\$ 647,891	391,982	255,909	65.3%
Complementary services (note 7)	\$ 8,304,537	6,341,440	1,963,097	31.0%
External services	\$ 8,723,696	8,662,896	60,800	0.7%
Interest/allowances (note 8)	\$ 243,119	292,973	(49,854)	-17.0%
Total expenses	\$ 297,049,982	\$ 287,710,543	\$ 9,339,439	3.2%

Notes:

1. The majority of the decrease to governance costs relates to the reclassification of School Community Council budgets to school generated expenses.
2. Administration costs decreased as the prior year included COVID-19 related expenditures for PPE and sanitation costs, which were fully funded by the use of the pandemic support funding reserve. In addition, salary and benefit increases are budgeted.
3. Instruction cost increases are primarily the result of contractual or regulatory reasons, in addition to enrolment increases and student needs. Salary increases reflect the collective bargaining agreement increases of 2% for teachers and 2% for CUPE. Benefits costs increased mainly due to increased staff and Canada Pension Plan rate increases of 10.5% and Employment Insurance rate increases of 7.1%. This is partly offset by a decrease in salary and benefits costs for staffing reductions as outlined in the budgetary impacts section.
4. Plant costs increased mainly due to increased Preventative Maintenance and Renewal expenditures. Amortization expense, which is a non-cash item, also increased due to the capital additions.
5. School generated expenses decreased due to estimates based on historical actual costs. This corresponds with a decrease to school generated revenues. As well, this includes a

reclassification of School Community Council budgets from governance to school generated expenses.

6. Tuition and related fees expenses have increased mainly due to an increase in tuition payments made for students attending the Dumont Technical Institute and Saskatchewan Polytechnic. The Ministry provides funding for tuition fee expenses for these students which is included in the provincial grant revenue.
7. Complementary services expenses have increased mainly due to projected increases for alternate expenses which includes programs such as Jordan's Principle.
8. Interest expense has decreased due to loan balance repayments.

SALARIES AND BENEFITS

In 2022-2023, salaries and benefits are expected to cost \$225.4 million, an increase of approximately \$2.8 million or 1.3% compared to the 2021-2022 budget. The increase is due to salary cost, Canada Pension Plan and Employment Insurance increases. Staffing reductions were made in certain positions including central office staff and teaching positions.

CAPITAL EXPENDITURES

Capital Plan

Source of Funding and Total Cost of Annual and Multi-Year Projects

Facilities department:

Capital projects:

School relocatables

City Centre Consolidation project

Subtotal

Other departments:

Technology

Special education - technical aids

Total capital projects - all departments

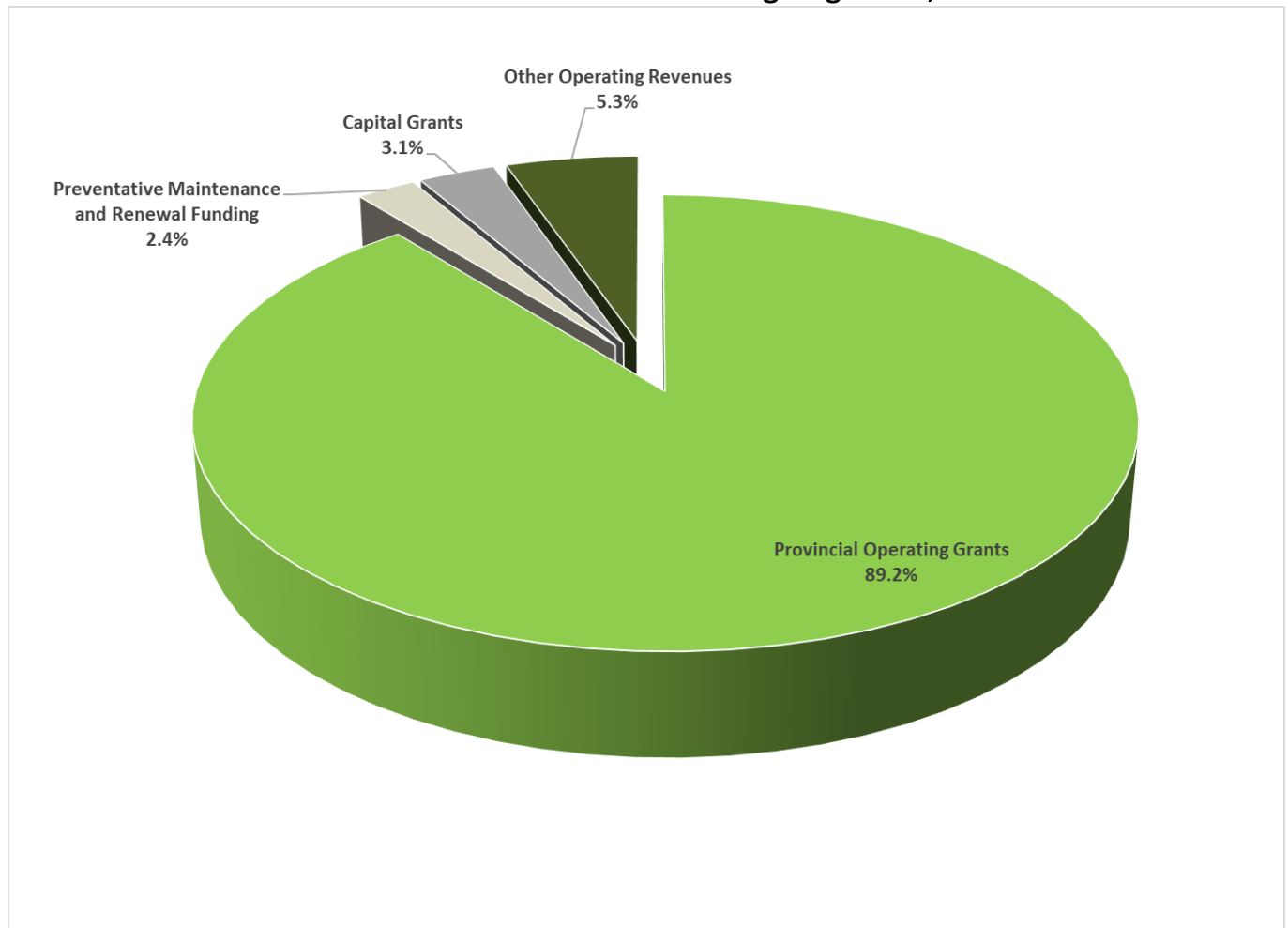
Source of Funding		
Funding from the Ministry	Capital Plan 2022-23	Total Capital Costs
-	1,940,000	\$ 1,940,000
9,000,000	-	\$ 9,000,000
\$ 9,000,000	\$ -	\$ 10,940,000
-	1,325,000	1,325,000
-	248,000	248,000
\$ 9,000,000	\$ 1,573,000	\$ 12,513,000

PROPOSED RESOLUTION

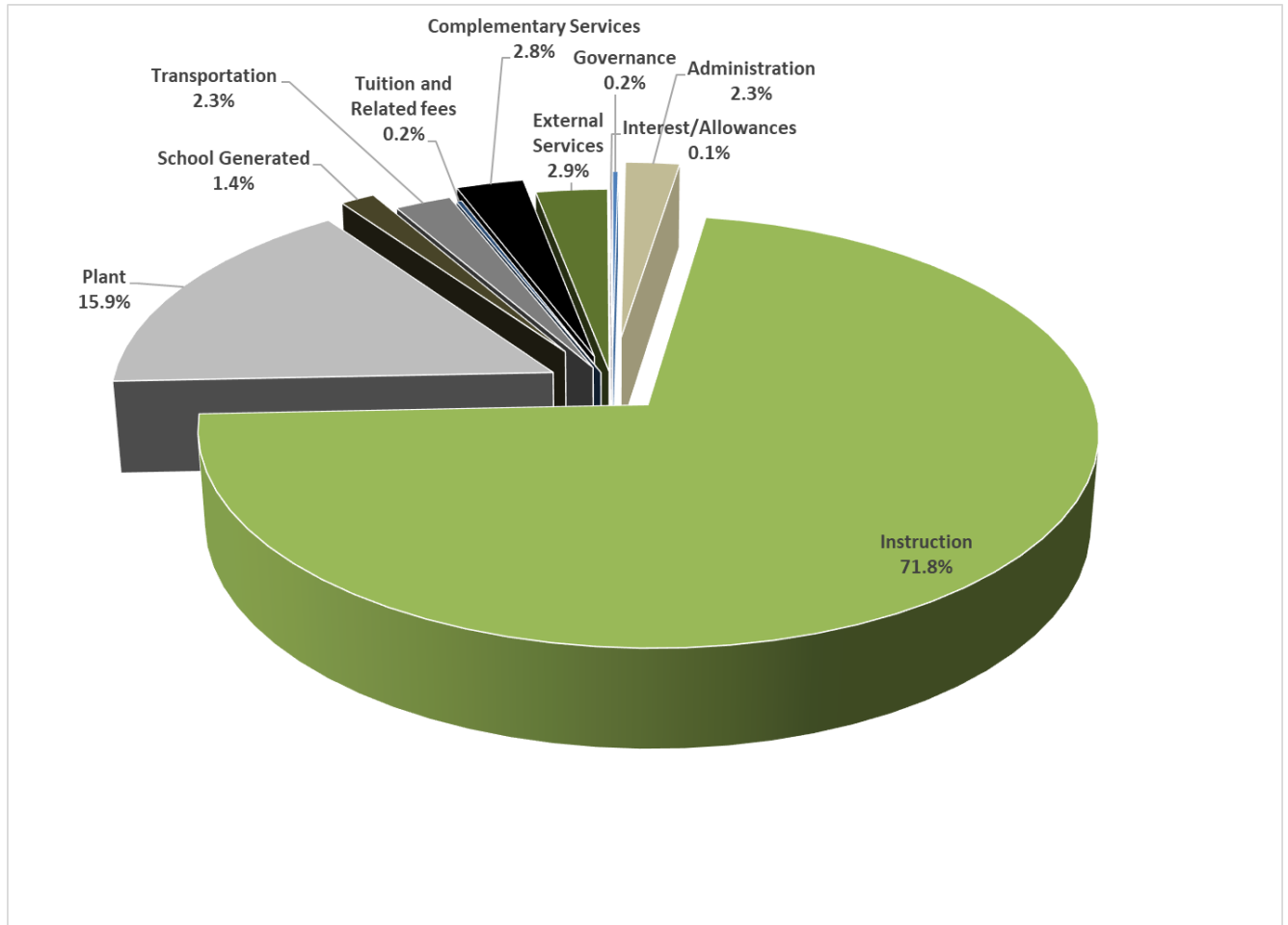
That the Board approve its annual operating and capital budget estimates for the fiscal year September 1, 2022 to August 31, 2023 as detailed in the *2022-23 Budget Report* subject to minor final edits.

APPENDIX – ADDITIONAL FINANCIAL INFORMATION

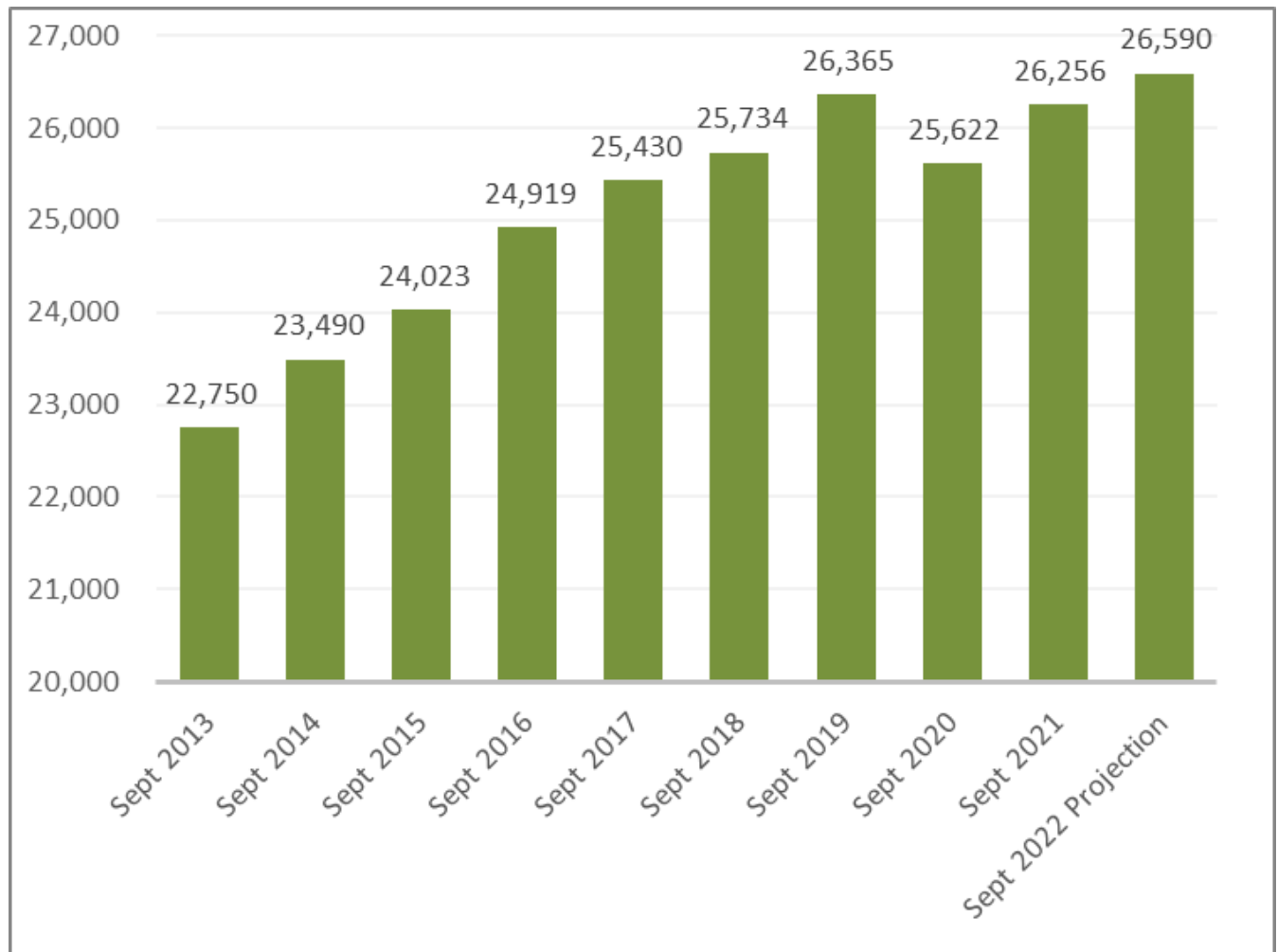
Total Revenue Sources for the Year Ending August 31, 2023



Total Expenses for the Year Ending August 31, 2023



Student Enrolment 2013-2022*



* Enrolment numbers are based on the total number of students, pre-kindergarten to grade 12. Funding is based on student FTE's which is lower than the total enrolment number.

