

2014/15 Preliminary Operating Budget

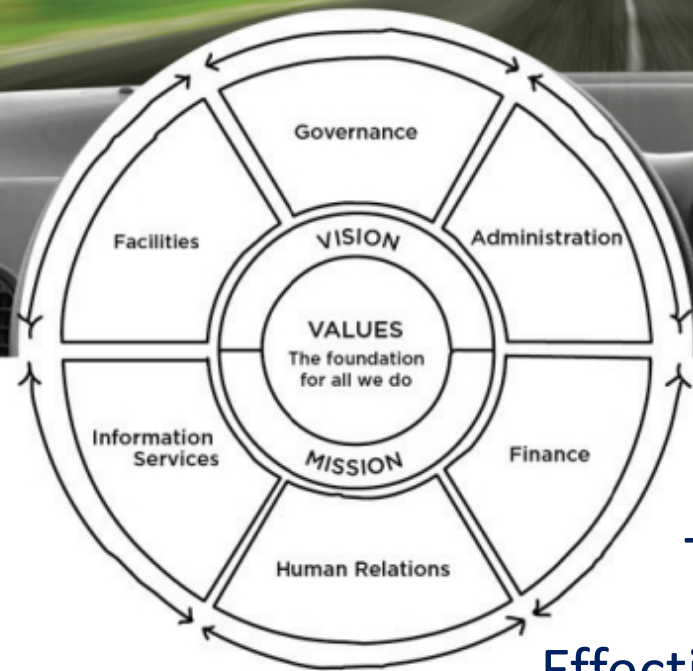
Maple Ridge – Pitt Meadows School District

April 30, 2014

Overview

- Budget Process
- Proposals for Cost Reduction and Revenue Generation
- Three Year Operating Projections

Working
together to
get to
excellence



Continuous improvement (in all we do)

Teaching and learning (improved pedagogy)

Effective integration of technology

Building and sustaining community and partner group relations

Designing effective and sustainable support systems

The Status Quo Needs to Change



We believe change needs to be made with students in mind.



We believe change needs to be purposeful, evidence based, realistic and sustainable.



We believe participants experiencing change need to be involved in the process.

Budget Process

- April 9 – Proposed Preliminary Operating Budget 2014/15

Budget Input/Feedback Meetings

- April 10 – Principals/VPs and Managers Budget Input Meeting
- April 15 – IT department
- April 16 – Public and Partner Groups (28 registered delegations)
- April 21 – Elementary Secretaries
- April 22 – Transportation Options
- April 23 - Board Budget Committee of the Whole
- April 25 – Secondary Clerical Staff
- April 28 – Riverside Clerical Staff

Transportation Survey (276 respondents)

Written Budget Submissions (26 via email)

Budget Feedback Themes

- Insufficient Provincial Funding
- Secondary Career Planning Support
- School Clerical Support Model
- Student Support Services Staffing
- Maintenance Clerical Staff
- Purchasing and Finance Staff
- Management Staffing
- Transportation

Preliminary Budget Proposals



- One-time budget proposals for cost reduction and revenue generation
 - create temporary budget changes that can only be realized in 2014/15;
 - not available to assist in balancing future budget shortfalls;
 - the use of one-time items to achieve a balanced budget creates a structural deficit. MORTGAGE OUR FUTURE
- Ongoing budget proposals for cost reduction and revenue generation
 - once implemented create permanent budget changes;
 - the use of ongoing items to achieve a balanced budget ensures that the school district expenses in any given year do not exceed the revenues available to the school district for that year. MORTGAGE FREE

One-Time Budget Proposals

Use of Reserves \$0.82 M

- Provincial holdback received December 2013 – \$0.82 M
- Contingency Reserve Balance – \$2.06 M (minimum recommended \$1.3 M)

History of Provincial Holdback Distributions

(millions)	2005/ 2006	2006/ 2007	2007/ 2008	2008/ 2009	2009/ 2010	2010/ 2011	2011/ 2012	2012/ 2013	2013/ 2014
Estimated	45.10	45.40	45.30	84.50	71.06	63.61	57.43	51.20	59.62
Distributed	29.80	-	3.60	4.00	1.42	67.50	77.60	63.77	31.58
Remaining									10.22
SD42 Received	0.80	-	0.09	0.10	0.04	1.76	2.04	1.65	0.82

Deferred Spending and One-Time Allocations \$0.00 M

- 15% reduction of budgets allocated to schools
- Equipment Grant for Elementary Schools
- Servers and computer replacement
- Maintenance and Custodial equipment
- Extraordinary expense fund – schools and district
- Software purchase and installation (HR, Purchasing, Finance)

Ongoing Budget Proposals

Education Administration \$0.29 M – 0.93 FTE

- Human Resources management restructuring 0.50 FTE exempt
- Clerical Support reduction 0.43 FTE
- Release time for teachers to participate in district initiatives
- Curriculum implementation
- TTOC Pro-d Funding
- Services and supplies reduction

Information Technology \$0.27 M – 1.37 FTE

- Temporary exempt staffing – Systems Analyst 1 FTE
- Replace 1 FTE senior IT technician with 0.63 FTE intermediate IT technician
- Services and supplies reduction of \$150K

Business Operations and Governance

\$0.21 M – 1.80 FTE

- Finance and Purchasing reorganization – reduction of 1.80 FTE
- Services and supplies reduction

Facilities and Maintenance

\$0.11 M – 1 FTE

- Funding of Carpenter from Annual Facilities Grant 1 FTE
- Services and supplies reduction

Ongoing Budget Proposals

Riverside Centre
\$0.47 M – 4.1 FTE

- Riverside Centre management restructuring – reduction 1 FTE
- Clerical support model change – reduction 2.1 FTE
- Continuing Education teaching – reduction 1 FTE
- Services and supplies reduction

Summer School
\$25K

- Cancellation of Reading Racers for Summer 2014
- Review of summer school offering for future years

Student Support Services
\$0.68 M – 6.24 FTE

- Support Teacher allocation formula change – reduction 4 FTE
- Itinerant services – reduction 1.30 FTE
- Secondary instructional support staff 29hpw
- Student Support Services clerical reduction of 0.5 FTE
- Services and Supplies reduction
- Add summer assessments, collaborative model implementation

Classroom Teachers
\$0.91 M – 9.43 FTE

- Elementary district wide staffing allocation formula changes for K 1 teacher for 20 students; for 1-3 1 teacher for every 22 students; for 4-7 1 teacher for every 28 students.
- Secondary district wide staffing allocation formula changes from 1 teacher for every 27.1 HC students to 1 teacher for every 27.1 FTE students.

Ongoing Budget Proposals

English Language Learners Teachers

\$0.06 M – 0.60 FTE

- Elementary district wide staffing allocation formula change for ELL from 1 itinerant teacher for 55 ELL students to 1 itinerant teacher for every 60 ELL students

Align CUPE Work Days with School Calendar

\$0.39 M

- Eliminating the ability of 10 month CUPE employees to work extra time during days when schools are open and bank up to 6 days that would then be paid during days when schools are not in session
- Create one CUPE training day (with pay) – Nov 10, 2014

School Clerical Support Model Elementary

\$0.08 M – 5.60 FTE

- under 200 – 30 HPW Clerical (2 schools);
- 300-349 – 35 HPW Clerical (6 schools)
- 350-499 – 35 HPW Clerical + 70 HPW shared by 6 schools
- 500-650 - 35 HPW Clerical + 105 HPW shared by 6 schools
- Replacement of elementary clerical on first day of absence
- Summer hours replaced by 30-35 hours clerical bank + 7 work days/year

School Clerical Support Model Secondary

\$0.12 M – 5.02 FTE

- Secondary - 1 Admin Coordinator; 1 Accountant; 1 Records Clerk ; MRSS 1 General Clerk ;
- Replacement of secondary clerical on first day of absence
- Summer hours replaced by 140 hours clerical bank + 15 work days/year

School Clerical Training \$ (0.04)M

- Training and best practice review and implementation

Ongoing Budget Proposals

Career Planning Support \$0.08 M – 1.86 FTE

- Eliminate the Career Planning Assistant positions in all secondary schools for savings of \$0.15 million (3.57 FTE)
- Create two district level itinerant Career Planning positions (60 HPW – 69K)

Other Staffing Changes \$0.13 M – 0.29 FTE

- Enrolment driven administrative reduction at secondary – reduction 2 FTE VP offset by 1.71 FTE increase teachers
- Elimination of Fall Kindergarten Lunch Hour Supervisors
- Reduction of Department Head Allowances at Secondary

Transportation \$0.18 M

- Optimization of transportation model for students with special needs
- Annual transportation fee of \$215/student

General Supplies and Services - \$0.24 M

- General services and supplies reduction
- Reduce printing and copying

Effect of Proposals on Staffing

	Staffing (FTE)			Percentage Change vs. 2008/09	
	2008/09	2014/15	2014/15 with LIF	2014/15	2014/15 with LIF
Teachers	825.21	764.22	776.97	(7.98)%	(6.21)%
School Based Principals/ VPs	53.20	46.00	46.00	(15.65)%	(15.65)%
Other Professionals/Exempt/ District Principals/ VPs	38.00	34.50	34.50	(10.14)%	(10.14)%
Education Assistants	248.01	287.92	292.92	13.86%	15.33%
Support Staff	319.42	296.50	296.50	(7.73)%	(7.73)%
Trustees	7.00	7.00	7.00	0.00%	0.00%
Total	1,490.85	1,436.14	1,453.89	(3.81)%	(2.54)%

Effect of Budget Proposals

	Base Budget	Ongoing Proposals	One-Time Proposals	Preliminary Budget	% Change
Operating Revenue by Source					
Grants					
Provincial Grants - Ministry of Education	113,881,083	0		113,881,083	0.00%
Other Ministry of Education Grants	2,096,134	0		2,096,134	0.00%
Provincial Grants - Other	435,578	0		435,578	0.00%
Total Grants	116,412,795	0	0	116,412,795	
Tuition	6,771,825	0		6,771,825	0.00%
Other Revenue	750,831	95,400		846,231	12.71%
Rentals & Leases	329,661	0		329,661	0.00%
Investment Income	350,000	0		350,000	0.00%
Total Operating Revenue	124,615,112	95,400	0	124,710,512	0.08%

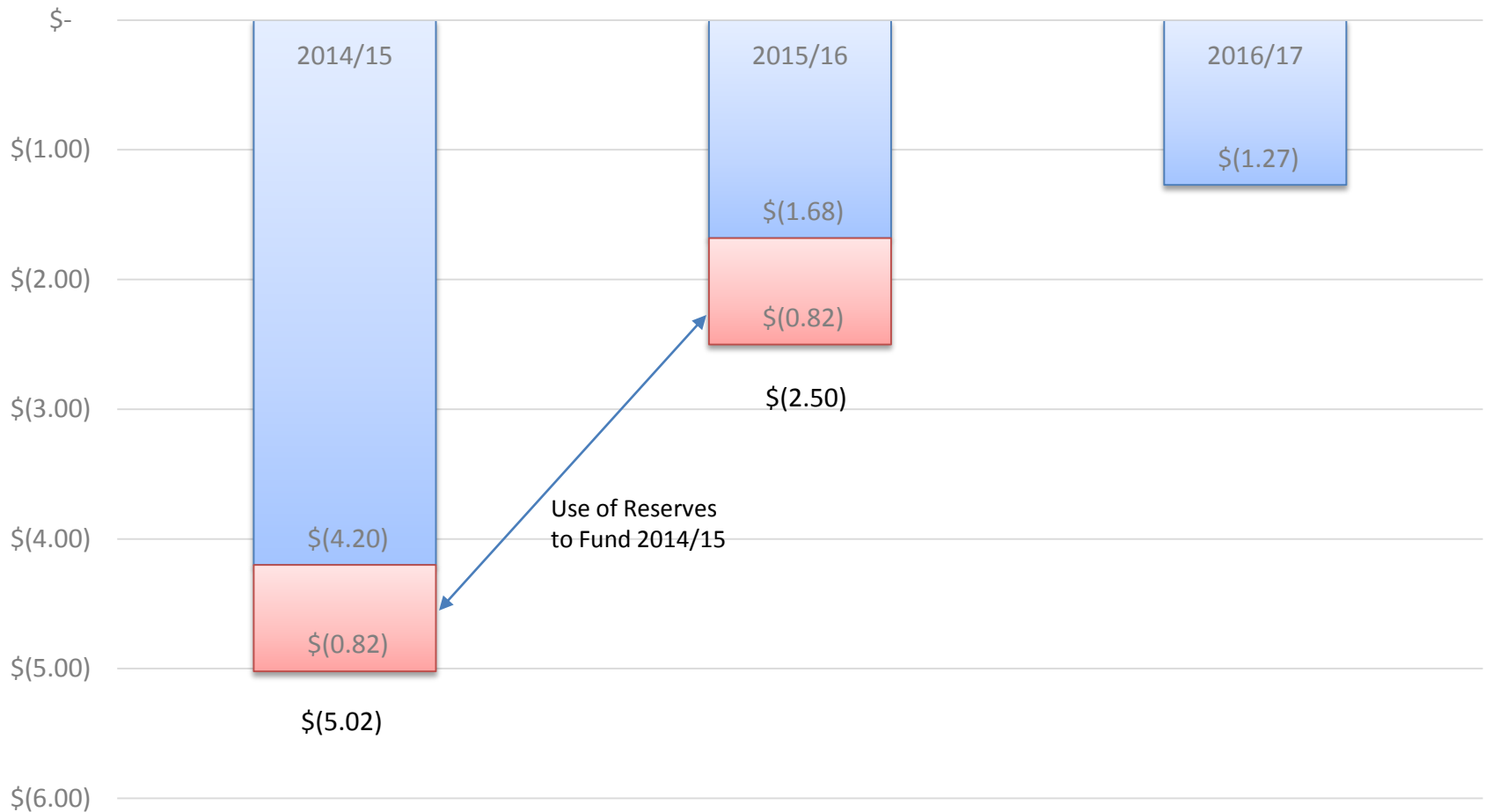
Effect of Budget Proposals

	Base Budget	Ongoing Proposals	One-Time Proposals	Preliminary Budget	% Change
Operating Expense by Source					
Salaries					
Teachers	58,763,932	(1,040,789)		57,723,143	-1.77%
Principals and Vice-Principals	5,541,173	(282,654)		5,258,519	-5.10%
Education Assistants	9,674,936	(404,169)		9,270,767	-4.18%
Support Staff	10,644,712	(650,082)	17,750	10,012,380	-6.11%
Other Professionals/Exempt	3,155,254	(135,474)		3,019,780	-4.29%
Substitutes	3,899,184	6,046		3,905,230	0.16%
Total Salaries	91,679,191	(2,506,122)	17,750	89,189,819	-2.73%
Employee Benefits	23,924,542	(633,685)	4,250	23,295,107	-2.65%
Total Salaries and Benefits	115,603,733	(3,140,807)	22,000	112,484,926	-2.72%

Effect of Budget Proposals

	Base Budget	Ongoing Proposals	One-Time Proposals	Preliminary Budget	% Change
Services and Supplies					
Services	4,205,673	(304,168)	31,000	3,932,505	-7.23%
Student Transportation	1,215,903	(96,365)		1,119,538	-7.93%
Professional Development and Travel	704,502	(44,564)		659,938	-6.33%
Rentals and Leases & Dues and Fees	352,871	(20,637)		332,234	-5.85%
Insurance	323,214	(15,000)		308,214	-4.64%
Supplies	3,521,997	(425,200)	(140,100)	2,956,697	-12.07%
Utilities	2,626,525	0		2,626,525	0.00%
Total Services and Supplies	12,950,685	(905,934)	(109,100)	11,935,651	-7.00%
Interfund and Capital Assets Purchased from Operating					
Interfund	373,982	0		373,982	0.00%
Local Capital	710,231	(61,378)	87,100	735,953	-8.64%
Total Interfund and Capital Assets Purchased from Operating	1,084,213	(61,378)	87,100	1,109,935	-5.66%
Total Expenses	129,638,631	(4,108,119)	0	125,530,512	-3.17%
Use of Prior Year Surplus or Reserves	0	0	820,000	820,000	
Projected Operating Surplus/Deficit	(5,023,519)	4,203,519	820,000	0	

Three Year Operating Budget Projections



Recommendation

THAT the Board approve:

1) the transfer of \$0.82 million from the contingency reserve to operating to assist in funding 2014/15 Preliminary Operating Budget.

and further THAT the Board approve:

2) the preliminary operating budget balancing proposals as outlined in the Preliminary Operating Budget 2014/15 for implementation and incorporation in the Board's Budget Bylaw for 2014/15.



Maple Ridge - Pitt Meadows School District No. 42

22225 Brown Avenue
Maple Ridge, BC
V2X 8N6