


### Public Notice – Resources Committee Online Public Meeting

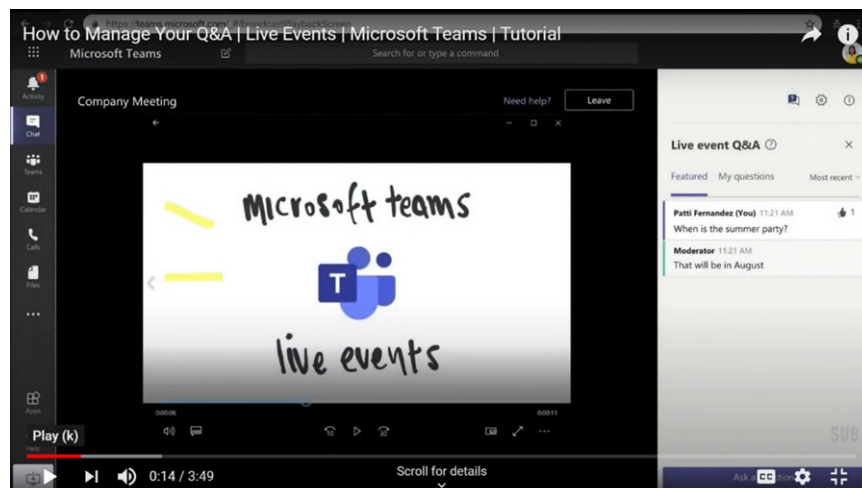
A public meeting of the Resources Committee for School District 62 (Sooke) **will be held on May 13, 2025, at 6:00 pm.**

**Please note that all Public Board and Committee meetings are now held in person at the District School Board Office, located at 3143 Jacklin Road, Victoria.**

To participate in the meeting please click on this link: [Follow Link](#)

Click this link for information on how to join a live event in MS Teams: [Attend a Live Event in Microsoft Teams](#)

- Anyone who has the link can attend the online meeting without logging in to MS Teams.
- Members of the public have the opportunity to ask questions related to agenda items discussed at the meeting:
  - Select the **Q&A**  function on the right side of the screen.
  - When asking a question using the Q&A function, please identify yourself. **Anonymous questions will not be responded to.**
    - A reminder for Stakeholder groups to use the **Q&A** function.
  - Members of the media can direct their questions to the Communications Manager at School District 62 for a response following the meeting.



If you have questions regarding the meeting and how to access it that aren't answered in the link above please email [info@sd62.bc.ca](mailto:info@sd62.bc.ca).



**RESOURCES COMMITTEE**  
**School Board Office**  
**May 13, 2025 – 6:00 p.m.**

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**A G E N D A**

**1. CALL TO ORDER AND ACKNOWLEDGMENT OF FIRST NATIONS TERRITORIES**

*We are honoured to be meeting on the traditional territories of the Coast Salish, specifically Esquimalt Nation, Songhees Nation, and acknowledge the three nations SD62 works with directly in our schools: Scia'new Nation, Coast Salish, and T'Sou-ke Nation; including the West Coast Pacheedaht Nation, Nuu-chah-nulth. (words gifted by the three nations SD62 works with)*

**2. REPORT**

The Board of Education of Sooke School District 62 (Sooke) received the Resources Committee Report dated April 8, 2025 at the Board Meeting dated April 22, 2025.

**3. PRESENTATIONS (10 min.)**

**4. BUSINESS**

4.1 2024/25 Q3 Forecast – David Lee-Bonar (page 3)

4.2 2025/26 Capital Plan Submission – Mhairi Bennett (page 7)

Recommended Motion: That the Board of Education of School District 62 (Sooke) approve 2026/27 Capital Plan submission as presented to the Resources Committee on May 13, 2025.

4.3 2025/26 Budget Survey Summary and By-Law – Brian Jonker (page 10)

Recommended Motion: That the Board of Education of School District 62 (Sooke) give first reading to the 2025/26 Annual Budget Bylaw, specifying a total of \$239,357,761.

**5. ADJOURNMENT**

**6. NEXT MEETING DATE:** June 10, 2025





## Committee Info Note

### Resources Committee Meeting

May 13, 2025

#### Agenda Item 4.1: 2024/25 Quarter 3 Financial Forecast

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##### Background

- The actual financial information (revenues and expenditures) as at March 31<sup>st</sup>, 2025 (Q3) have been used in the preparation of this forecast estimating the year-end financial position of the District.
- There are still unknowns that have resulted in several assumptions in the forecast:
  - School Supply Budgets - assumed spend to budget
  - Employee Future Benefits - forecasted to budget
  - Operating Grant May Enrolment Counts - forecasted to budget
  - Classroom Enhancement Fund – assumed District will receive full funding
  - Electric Bus Infrastructure project – assumed project cost in line with tender results
  - SCIANEW STEELTKE capital project – assumption that there are no budget pressures
- Due to these assumptions and other factors, the Q3 forecast may overstate the actual year end accumulated operating surplus.
- The following is the District's point-in-time estimate of where we expect to end the year.

##### Q3 Update

- Staff have prepared a summary of the changes since the Q2 forecast for review (**Appendix A**).
- Based on the assumptions, there is forecasted savings of \$1,103,034 from budget at this time which would result in a \$4.407M or 2.51% unrestricted operating surplus as at June 30, 2025.
- Aligned with Budget 2025/26 planning, staff intend to restrict any unrestricted surplus above 2% to further protect funding for out-year risks that materialize, future capital contributions, space mitigation measures and/or to provide stability for our staff and students.
- Staff have updated the draft multi-year financial plan with the 2024/25 Q3 forecast (**Appendix B**).



**Next Steps**

- Staff will continue to monitor the financials until the end of the fiscal year to confirm the actual amount of the unrestricted operating surplus

**Prepared By:** David Lee-Bonar, Assistant Secretary-Treasurer

Attached:  
Appendix A – Forecast Changes Summary  
Appendix B – Updated Multi-Year Financial Plan



# APPENDIX A

## 2024-25 Q3 FORECAST CHANGE SUMMARY

			BUDGETED RESERVE AS AT JUNE 30 2025	FORECASTED RESERVE AS AT JUNE 30 2025	FORECASTED RESERVE % FORECASTED EXPENSES
<b>A</b>	<b>Q2 - FORECASTED PRESSURE FROM BUDGET</b>	\$ (723,900)	\$ 3,304,018	\$ 2,580,118	1.46%
	<b>ADDITIONAL SAVINGS/(PRESSURES) SINCE Q2</b>				
	UTILITIES	\$ (67,187)			
	TEACHER/TOC SALARY AND BENEFITS	\$ 1,281,320			
	BENEFIT SURPLUS	\$ 467,639			
	OPERATING GRANT - FEB	\$ 91,131			
	INTERNATIONAL	\$ 72,847			
	VARIOUS OTHER	\$ (18,816)			
<b>B</b>	<b>SUBTOTAL OF CHANGES SINCE Q2</b>	\$ 1,826,934			
<b>C = A+B</b>	<b>Q3 FORECASTED SAVINGS</b>	\$ 1,103,034	\$ 3,304,018	\$ 4,407,052	2.51%

# APPENDIX B

## SD62 MULTI-YEAR FINANCIAL PLAN

		2025/2026	2026/2027	2027/2028	2028/2029
<b>Total Estimated Standard Enrolment Growth (FTE) from Prior YR</b>		403	156	154	154
	<b>Q3 Forecast</b>	<b>Budget</b>	<b>Estimated</b>	<b>Estimated</b>	<b>Estimated</b>
	<b>2024/2025</b>	<b>2025/2026</b>	<b>2026/2027</b>	<b>2027/2028</b>	<b>2028/2029</b>
Total Operating Revenue	179,132,451	187,644,318	196,523,819	206,508,948	207,893,037
Total Operating Expenditures*	178,472,222	186,501,757	196,842,269	208,297,355	211,076,135
<b>Total Operating Surplus (Deficit), for the year</b>	<b>660,229</b>	<b>1,142,561</b>	<b>(318,450)</b>	<b>(1,788,408)</b>	<b>(3,183,098)</b>
Operating Surplus, beginning of year	3,746,823	4,407,052	5,549,613	5,231,163	3,442,755
Total Operating Surplus (Deficit), for the year	660,229	1,142,561	(318,450)	(1,788,408)	(3,183,098)
<b>Operating Surplus, end of year</b>	<b>4,407,052</b>	<b>5,549,613</b>	<b>5,231,163</b>	<b>3,442,755</b>	<b>259,657</b>
<b>Operating Surplus, end of year</b>					
Restricted for future capital cost-sharing	-	-	-	-	-
Internally Restricted Operating Surplus	837,608	1,819,578	1,294,318	-	-
Unrestricted Operating Surplus (Contingency)	3,569,444	3,730,035	3,936,845	3,442,755	259,657
<b>Total Operating Surplus, end of year</b>	<b>4,407,052</b>	<b>5,549,613</b>	<b>5,231,163</b>	<b>3,442,755</b>	<b>259,657</b>
Contingency as % of Operating Expenditures	2.00%	2.00%	2.00%	1.65%	0.12%

\* Total Operating Expenditures include both expenses and tangible capital asset purchases.



## Committee Info Note

### Resources Committee Meeting

May 13, 2025

#### Agenda Item: 4.2 – 2026/27 Capital Plan Submission

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##### Background

- The District is required to submit a 5-year Capital Plan to the Ministry as approved by the Board.
- The requirement is that the plan is submitted by June 30<sup>th</sup> for Major Capital and September 30<sup>th</sup> for Minor Capital.
- Staff are preparing a plan for the Board's consideration at their May 27<sup>th</sup>, 2025 meeting.
- The District's Capital Plan submission is broken down into two groupings with associated sub-programs, please see Appendix A for major capital program descriptions:

Major Capital	Minor Capital
1) Seismic Mitigation Program (SMP) 2) School Expansion Program (EXP) (New schools, Additions and Site Acquisitions) 3) School Replacement Program (REP) 4) Building Envelope Program (BEP)* <i>submitted with Minor</i>	1) School Enhancement Program (SEP) 2) Carbon Neutral Program (CNCP) 3) Bus Acquisition Program (BUS) 4) Playground Equipment Program (PEP) 5) Food Infrastructure Program (FIP)** 6) Minor Capital Child Care (CC)** 7) Annual Facility Grant (AFG)  <i>* Submitted with Minor Capital in the fall</i> <i>** New funding streams</i>

##### Analysis

- Responsibility for capital project approvals has transitioned from the Ministry of Education to the Ministry of Infrastructure, signaling a broader, province-wide alignment in capital planning priorities and processes.
  - There is a clear directive to prioritize faster and more cost-effective project delivery, with a strong preference for prefabricated and modular construction methods and bundled procurement.
  - The new approach favors repeatable, standardized designs that can be adapted across multiple sites to achieve economies of scale and streamline delivery timelines.
  - Our proposed capital plan has evolved to align with these new expectations, incorporating modular options and scalable designs, while continuing to meet the unique needs of our communities.
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## MAJOR CAPITAL PROGRAM

The following is a list of the identified priorities for the District based on enrolment projections and existing capacity for each capital program category:

Capital Program	2026/2027	2027/2028	2028/2029	2029/2030	2030/2031
<b>Site Acquisition</b>	East Langford (Speedway Site)				
<b>New School</b>	North Langford Elementary			South Colwood Elementary (Core)	Sooke River Elementary
	North Langford Middle				
<b>Addition/Expansion</b>	South Colwood E/S Pre-Fab	Dunsmuir Middle Pre-Fab (Colwood)			
	Spencer Middle Conversion (Langford)	Willway Elementary Pre- Fab (Langford)			
	Sooke Elementary	EMCS Pre-Fab (Sooke)			
<b>Seismic</b>	Sooke Elementary	John Muir Elementary (Sooke)	Millstream Elementary (Langford)	Savory Elementary (Langford)	
<b>Replacement</b>	Sooke Elementary		Millstream Elementary (Langford)	Sangster Elementary (Colwood)	

### Long-Range Enrolment Data

- In order to develop the major capital plan, district staff have incorporated enrolment projections from the long-range facilities plan with municipal, Baragar and local school input to update the enrolment forecast.

**Recommended Motion:** That the Board of Education of School District 62 (Sooke) approve 2026/27 Capital Plan submission as presented to the Resources Committee on May 13, 2025.

**Prepared By:** Mhairi Bennett, Director, Facilities



## Appendix A: Major Capital Program Descriptions

**SMP** – the Seismic Program is largely based on the assessment of current seismic risk. A structural engineer has reviewed our District’s buildings and staff have prioritize the seismic projects based on this assessment.

**EXP** – due to the accelerated and substantial growth of the District, the Expansion Program is a key part of the Capital Plan submission and will be the focus of the discussions. The acquisition of land and the construction of schools has now been separated for submission purposes. As land issues are dealt by the Board in camera, the public dialogue will be centered around construction.

**REP** – the Replacement Program includes full and partial school replacement. Historically, staff have prioritized replacement projects by the Facility Condition Index (FCI). The list of projects has been fairly consistent from year to year and the expectation is that replacing schools in our District has a low probability given the large number of new spaces required.

**BEP** – the Building Envelope Program is funding for remediation to address known building envelope issues. Schools such as Edward Milne, Willway and David Cameron have been on the list in previous years.



## **Board Information Note**

### **Resources Committee Meeting**

#### **May 13, 2025**

### **Agenda Item 4.3 – 2025/26 Budget Survey Summary and Budget By-Law**

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#### **Background**

- As part of ongoing engagement in the development of Budget 2025/26, the district launched a public survey that was open from April 22 to May 6, 2025.
- The survey was designed to take approximately 10 minutes to complete and included questions on respondent demographics and key priorities related to Learning, Engagement, and Growth. It also featured an open-ended section where participants could share additional ideas or feedback.
  - A technical issue on May 6 resulted in the premature closure of the survey. In response, the survey was reopened from 12:00 p.m. on May 8 to 12:00 p.m. on May 9 to support maximum participation. Notification of the extended access period was communicated through official district social media channels and directly to staff on May 8. 279 responses were received during this period.
- An overview of the proposed 2025/26 budget was presented at the April 29, 2025, Education Committee of the Whole (ECOW), providing an opportunity for public engagement. To support transparency, the proposed budget by-law was included on the ECOW agenda. ECOW materials are included in **Appendices A–C** for reference.
- Survey responses and subsequent analysis indicate alignment with the proposed budget and are summarized below alongside the 2025/26 Annual Budget By-Law, recommended for first reading at the May 27, 2025, Board Meeting.

#### **Analysis**

- Analysis of the survey results indicates support for the 2025/26 budget as developed and presented at the April 29, 2025, Education Committee of the Whole meeting.
- A total of 2,022 individuals initiated the survey, with 859 completing all questions and 1,163 submitting partial or incomplete responses.
- Survey results show, not surprisingly, that continued investment in learning should be the top priority.





- An interesting divergence arose when reviewing responses to the two questions targeted at understanding where the district should invest using two different question types.

Ranking question	How to spend \$100 question
<ul style="list-style-type: none"> <li>○ 1st: Learning – 43.69%</li> <li>○ 2nd: Engagement – 29.39%</li> <li>○ 3rd: Growth – 26.92%</li> </ul>	<ul style="list-style-type: none"> <li>○ Learning: \$51.50</li> <li>○ Growth: \$25.50</li> <li>○ Engagement: \$23.00</li> </ul>

- The 2025/26 Budget contains an operating increase of just over \$9.0 million with the following approximate allocations.
  - Learning: 81%
  - Growth: 15%
  - Engagement: 4%

### Conclusion

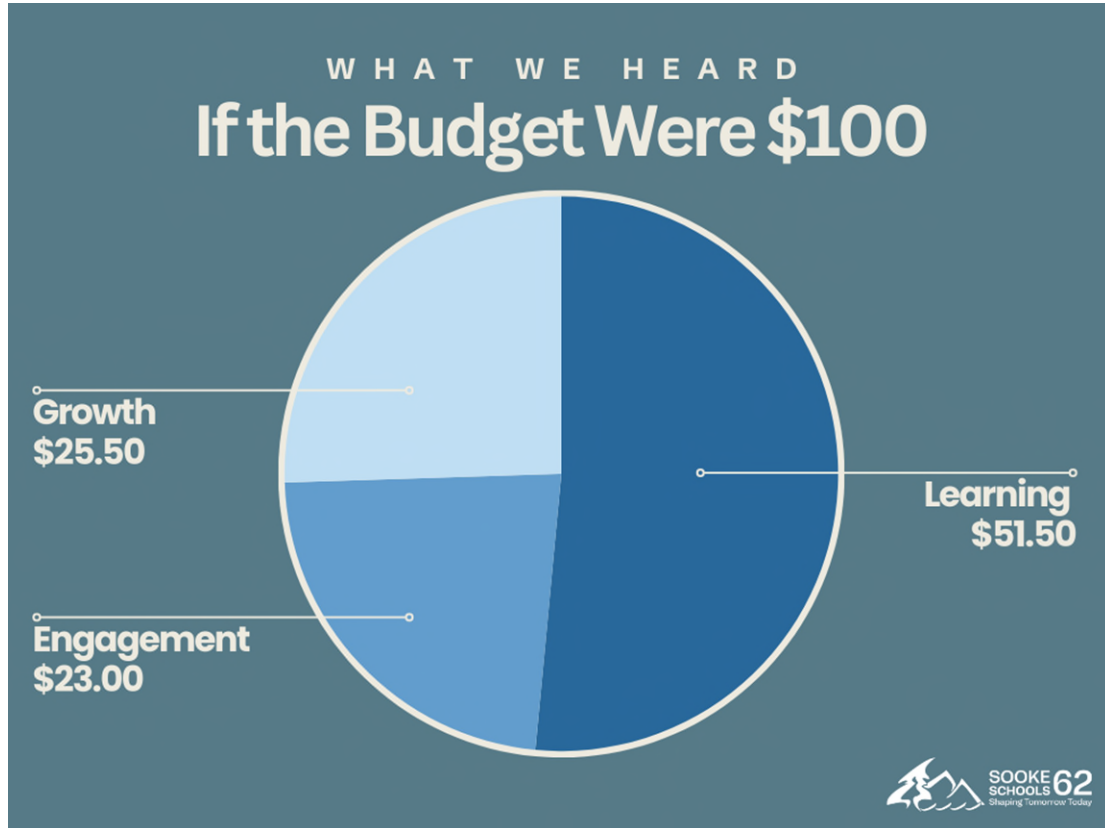
- Budget 2025/26 supports implementation of the 2025-2029 strategic plan. The strategic plan development process included robust engagement with the community, partners and stakeholders.
- Survey feedback validates the direction of the proposed budget and reflects strong community alignment with district goals as outlined in the strategic plan with a focus on Learning and support for both engagement and growth.
- Continued engagement will inform future budget cycles to ensure responsiveness to system needs and strategic plan implementation progress.

**Recommended Motion:** That the Board of Education of School District 62 (Sooke) give first reading to the 2025/26 Annual Budget Bylaw, specifying a total of \$239,357,761.

Respectfully Submitted by: Brian Jonker, Secretary Treasurer

## Appendix A: Detailed Results and Analysis

- Respondent breakdown:
  - Parents/Guardians: 589
  - Staff: 221
  - Students: 3
  - Community Members: 8
  - The remainder did not complete or disclose.
- Strategic Area Prioritization
  - Respondents ranked where the district should focus its investment:
    - 1st: Learning – 43.69%
    - 2nd: Engagement – 29.39%
    - 3rd: Growth – 26.92%
  - When asked to allocate a hypothetical \$100 across the three areas, results were consistent with the ranking data, reinforcing Learning as the highest priority.





- **Learning Priorities** (number of selections)
  - **Literacy Support: 587**  
**Numeracy Support: 517**  
**Mental Health and Social-Emotional Learning: 502**  
 Career & Post-Secondary Preparation: 359  
 Technology & Digital Tools: 275  
 Student Voice in Learning Design: 189
- **Engagement Priorities**
  - Who to prioritize:
    - **Students: 26.65%**  
**Staff: 21.18%**  
**Parents/Guardians: 20.211%**  
 Extended families, community partners and community members made up the rest of the data in descending priority.
  - How to engage:
    - **Clear, consistent communication: 31.75%**  
**Assessment and curriculum clarity for families: 23.69%**  
**Staff training in family-centered services: 20.38%**  
 Community and cultural partnerships: 14.99%
    - Not completed: 57.52%
- **Growth Priorities** (number of selections)
  - **Maintaining and upgrading existing schools: 659**  
**Training and professional learning for staff: 423**  
**Acquiring land/building new schools: 406**  
 Scaling corporate services: 354  
 Technology upgrades: 330  
 Environmental sustainability initiatives: 212



- **Themes of Open-Ended Responses**

- The following key themes emerged from the qualitative responses. Staff commentary has been included for select items (in blue font) for information as respondents may not be fully aware of system-level factors such as funding structures, collective agreements, or jurisdictional responsibilities.

### **1. Infrastructure & Facilities**

- Calls for new schools in high-growth areas and equitable upgrades for aging buildings
- Desire for improved accessibility and purpose-built spaces for music, libraries, and counselling

*Infrastructure planning currently aligns with our Ministry capital requests; accessibility is addressed through formal reporting channels and prioritization. The Ministry does not fund purpose-built spaces for music programming or counselling; those are configured based on the footprint of the building and available space not being used by general classroom space.*

### **2. Staffing & Support**

- Increased support for EAs, counsellors, SLPs, librarians, and mental health professionals
- Requests for enhanced wages and staffing allocations

*Staffing is based on enrolment and collective agreements; counsellor ratios currently exceed requirements. Wages are also part of the collective agreement.*

### **3. Learning & Curriculum**

- Continued investment in literacy, numeracy, STEM, and trades
- Interest in tools that support equitable access (e.g., decodable readers, digital devices)

### **4. Transportation**

- Advocacy for free or reduced-cost transportation and improved safety

*Transportation is not Ministry-funded; SD62 subsidizes approximately 60% of costs out of its operating grant. Financial hardship waivers are available.*



## 5. Student Services & Inclusion

- Expanded support for neurodiverse and at-risk students, including sensory rooms and inclusive practices

*The Inclusive Education Services (IES) department maintains the largest operating budget among student-facing departments.*

## 6. Engagement

- Increased emphasis on after-school care, and funding for extracurriculars

*After-school care is not funded by the district. Extracurricular activities are determined and supported at the school level by site-based administration.*

## 8. Budget Equity

- Feedback emphasized protecting student-facing roles and investing in growth planning

*Budget development prioritizes maintaining direct classroom supports and aligns with strategic growth planning.*

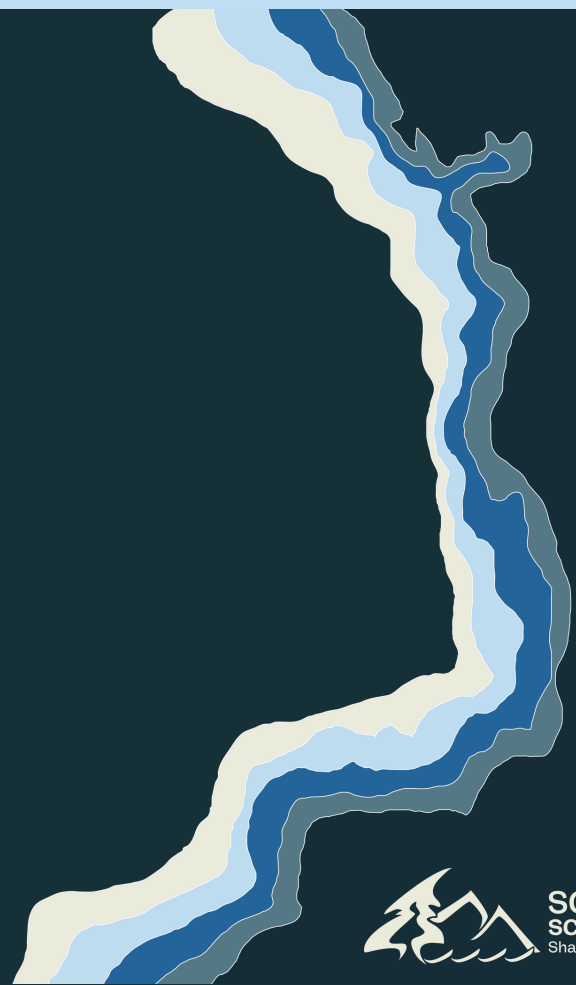
Attached:  
 2025-28 Financial Plan  
 2025-26 Annual Budget  
 ECOW Budget Presentation





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# Sooke School District 2025-2028 Financial Plan







## TERRITORIAL ACKNOWLEDGEMENT

We acknowledge the traditional territories of the Coast Salish: T'Sou-ke Nation and Sc'ianew Nation and Nuuchah-nulth: Pacheedaht Nation. We also recognize some of our schools reside on the traditional territory of the Esquimalt Nation and Songhees Nation.

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## EXECUTIVE SUMMARY

The Sooke School District Board of Education is pleased to present this Financial Plan identifying the resources required to deliver on our Strategic Plan 2025-2029. This plan offers a multi-year perspective on our financial framework, projecting revenues and expenditures over the next three fiscal years (2025 to 2028).

As we work to meet the operational and educational needs of our school district, we continue to face significant challenges, including inflation and increasing capital demands. These pressures may intensify over the course of our fiscal plan due to the current geopolitical environment. In this context, it is essential that we plan with foresight and stability in mind.

The Board of Education has identified three key priorities in our Strategic Plan (2025-2029):

- Learning
- Engagement
- Growth

As one of the fastest-growing school districts in the province, our financial plan is designed to address the complex and evolving needs of an organization that serves over 14,000 students and employs more than 2,000 staff.

This plan reflects our commitment to responsibly managing limited resources while remaining responsive to the voices of our community. It is grounded in the priorities set out in our Strategic Plan and guided by a long-term vision for student success.

To learn more about the Sooke School District—including information on the Board of Education, our Strategic Plan, and the traditional territories on which we live, learn, and work—please visit [www.sd62.bc.ca](http://www.sd62.bc.ca).



## HOW DOES THE BOARD CREATE THE BUDGET?

The Board has established a comprehensive budget process that ensures:

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

## BUDGET TIMELINES

As per the *School Act*, the Board must adopt an annual budget on or before June 30 of each year for the next fiscal year. The District starts the budget process in early January with the first reading of the budget planned for May. Through the Resources Committee, a special Committee of the Whole meeting in April, public Board Meetings, and communication through the District website and social media, the process is transparent and provides multiple consultation opportunities for partner and public input.

Month	Executive	Resource Committee	Board Meetings
<b>February</b>	Highlight the 24/25 operating grant recalculation details	<b>Feb 11</b> – review the 24/25 recalculated operating grant	<b>Feb 18</b> – Partner Presentations <b>Feb 25</b> - review the 24/25 recalculated operating grant
<b>March</b>	Draft Budget based on Priorities	<b>Mar 5</b> – Review and input on budget development update	<b>Mar 11</b> – Review and input on budget development update
<b>April</b>	Draft Budget based on Priorities	<b>Apr 8</b> – Review and input on budget development update	<b>Apr 22</b> - Review and input on budget development update <b>Apr 29</b> – Committee of the Whole
<b>May</b>	Finalize Budget for presentation	<b>May 13</b> – Review and input on draft Budget	<b>May 27</b> – 1 <sup>st</sup> reading of the Budget
<b>June</b>	Tweak Budget (if applicable)	<b>Jun 10</b> – Review and input on revised Budget (if applicable)	<b>Jun 24</b> – 2 <sup>nd</sup> and 3 <sup>rd</sup> readings of the Budget



## BUDGETING STRATEGIC PRIORITIES

Guided by our Strategic Plan, we launched a comprehensive consultation process that engaged both district partners and the wider community. These conversations helped identify a number of key priorities. As we continue to advance the strategic initiatives outlined in our plan, we want to highlight the top three priorities that emerged through this process:

PRIORITY	ACTION
Learning	Develop and support adaptable learners who are creative, critical, and social thinkers with the capacity to be educated citizens.
Engagement	Foster a strong sense of community and belonging among students, families, staff, and the wider community, encouraging a shared responsibility for education.
Growth	Strive for operational excellence by using sustainable practices and constantly improving our ability to meet the needs of our growing community.



## BUDGET FUND TYPES

The District's Budget is comprised of three separate Funds: Operating Fund, Special Purpose Fund, and Capital Fund. The District's total budget bylaw amount includes expenses and asset purchases from all funds. The Operating Fund is where the majority of the District's expenses are reported and is driven by domestic and international student enrolment.

OPERATING FUND	SPECIAL PURPOSE FUND	CAPITAL FUND
<p>Revenue</p> <ul style="list-style-type: none"> <li>• Operating Grant Revenue</li> <li>• International Revenue</li> <li>• Other Revenue</li> </ul> <p>Expenditures</p> <ul style="list-style-type: none"> <li>• Instruction</li> <li>• District Administration</li> <li>• Operations and Maintenance</li> <li>• Transportation</li> </ul>	<ul style="list-style-type: none"> <li>• Classroom Enhancement Fund (CEF)</li> <li>• Annual Facilities Grant (AFG)</li> <li>• Feeding Futures Fund</li> <li>• Community Link</li> <li>• Academies</li> <li>• School Generated Funds</li> </ul>	<ul style="list-style-type: none"> <li>• New Schools</li> <li>• School Enhancement Programs (HVAC, Roofing Upgrades)</li> <li>• Seismic Mitigation Projects</li> <li>• Bus Purchases</li> <li>• Playgrounds</li> <li>• Land Purchases</li> </ul>





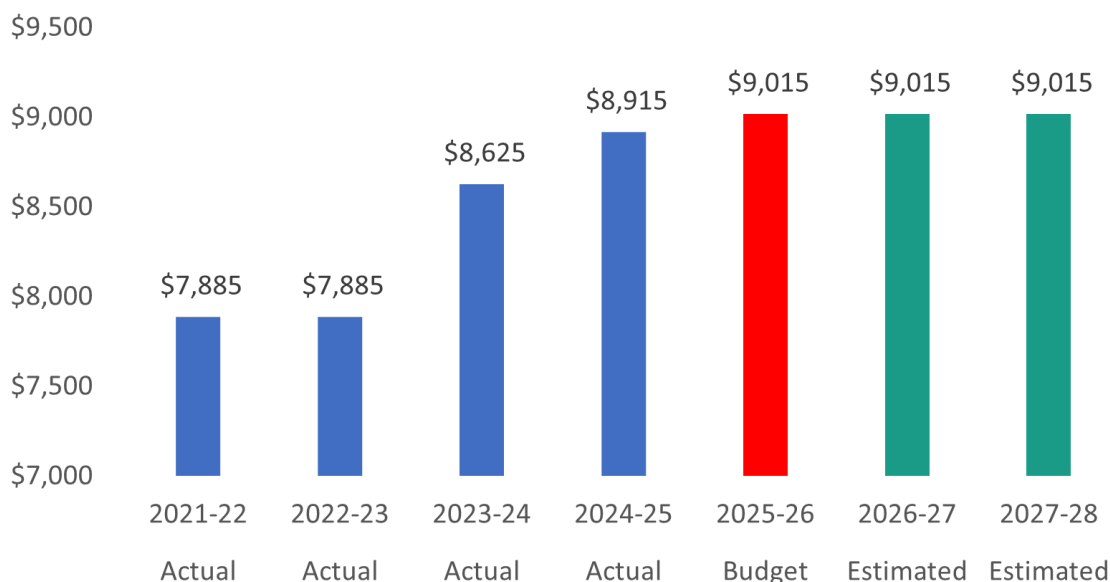


## OPERATING GRANT ALLOCATION

In March 2025, the Ministry announced a 1.1% increase to the basic per-student Operating Grant, raising the standard full-time equivalent (FTE) allocation from \$8,915 to \$9,015. This adjustment reflects the integration of 2024/25 labour settlement funding into the 2025/26 operating grant rates. As current collective agreements expire on June 30, 2025, and future labour cost increases remain unknown, no additional funding increases have been projected for 2025/26 and beyond.

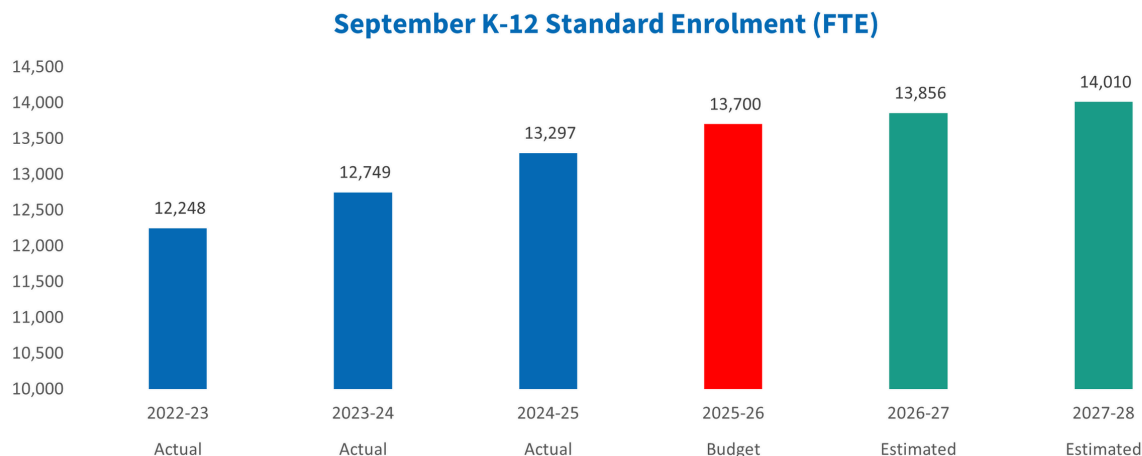
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### Per Student Allocation - Standard (Regular) FTE



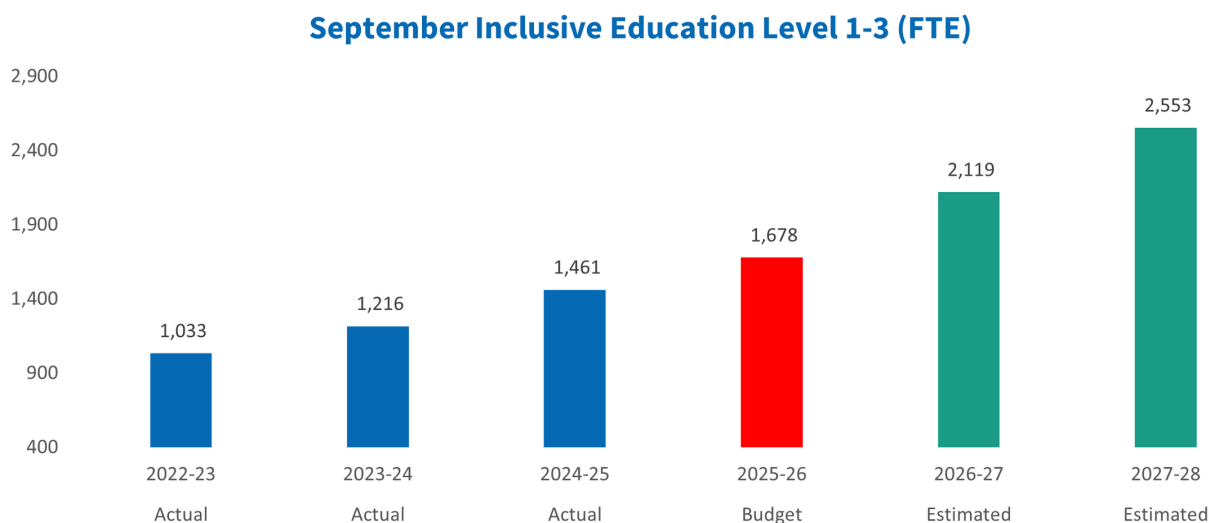
## SEPTEMBER K-12 STANDARD ENROLMENT

The chart below shows 3 years of historical September K-12 Standard Enrolment, and the projected enrolment for the next 3 years. At 13,700 FTE in 2025/26, enrolment is expected to increase by 403 FTE over the prior year which is 27% of the anticipated total 1,511 FTE enrolment growth across the province. Based on Ministry projections, enrolment growth is expected to slow with an increase of 156 FTE in 2026/27 and an increase of 154 FTE in 2027/28.



## SEPTEMBER INCLUSIVE EDUCATION ENROLMENT

School districts receive supplemental Operating Grant funding to support students with disabilities or diverse abilities, based on enrolment counts in September and February. For 2025/26, the projected enrolment is 1,678 FTE—an increase of 217 FTE (15%) over the previous year. Ministry projections anticipate further increases of 441 FTE in 2026/27 and 434 FTE in 2027/28.

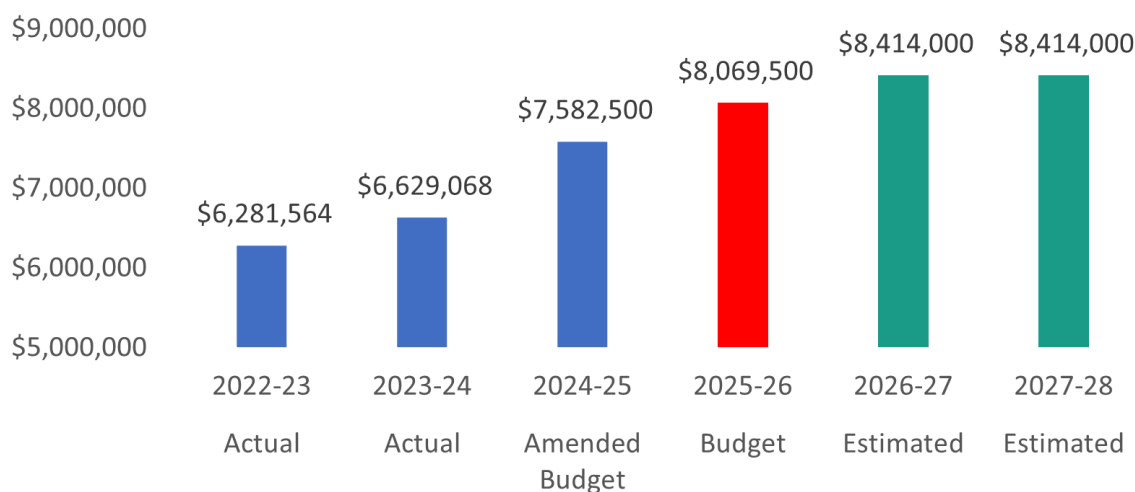




## INTERNATIONAL STUDENT PROGRAM

The International Student Program generates additional tuition revenue separate from the Operating Grant and helps fund existing infrastructure and services elsewhere in the District. Due to post-pandemic impacts, the market has become increasingly competitive as school districts across the country struggle to maintain International Student Program enrolment. As a result, the projected enrolment is estimated to remain static at 260 FTE in 2025/26 and for the subsequent two years. Additionally, to pay for program cost increases, the ISP fees are increasing by \$850 per FTE to \$30,325 in 2025-26, and another \$1,325 to \$31,650 in 2026-27. As the tuition rates have yet to be set for 2027-28, they are estimated to remain the same as the prior year.

### International Student Program Revenues



## OPERATING FUND EXPENSES

Staffing levels take various factors into consideration including student and educational needs, funding availability, enrolment growth, and organizational capacity. As student enrolment is projected to increase so will staffing levels. For the 2026/27 to 2027/28 years, teacher staffing increases assume additions at a 1 to 24 teacher to student ratio. Staffing for educational assistants are still to be determined (TBD) as plans on how to utilize the operating grant's inclusive education funding for 2025/26 and subsequent years are still being finalized.

**DRAFT**

### Staffing Chart – Total FTE – Operating

	Actual 2022-23	Actual 2023-24	Amended Budget 2024-25	Budget 2025-26	Estimated 2026-27	Estimated 2027-28
Teachers*	617	658	669	682	689	695
Principals and Vice Principals	71	72	71	75	75	75
Educational Assistants	392	452	516	TBD	TBD	TBD
Support Staff	273	297	292	295	295	295
Other Professionals	49	51	51	54	54	54
<b>Total</b>	<b>1,402</b>	<b>1,530</b>	<b>1,598</b>	<b>1,106</b>	<b>1,113</b>	<b>1,119</b>

\*Total teachers (including CEF) for Budget 2025-26 is 893 FTE

### Staffing Chart – Year over Year Changes in Total FTE – Operating

	Actual 2023-24	Amended Budget 2024-25	Budget 2025-26	Estimated 2026-27	Estimated 2027-28
Teachers*	41	11	14	7	6
Principals and Vice Principals	1	(1)	4	-	-
Educational Assistants	60	64	TBD	TBD	TBD
Support Staff	24	(5)	3	-	-
Other Professionals	2	-	3	-	-
<b>Total</b>	<b>128</b>	<b>68</b>	<b>24</b>	<b>7</b>	<b>6</b>

\*Total teachers (including CEF) year over year increase for Budget 2025-26 is approximately 20 FTE

All labour settlement impacts known as of March 2025 and released through the Operating Grant have been incorporated into the 2025/26 Budget.

# INTERFUND TRANSFERS AND CAPITAL PLANNING

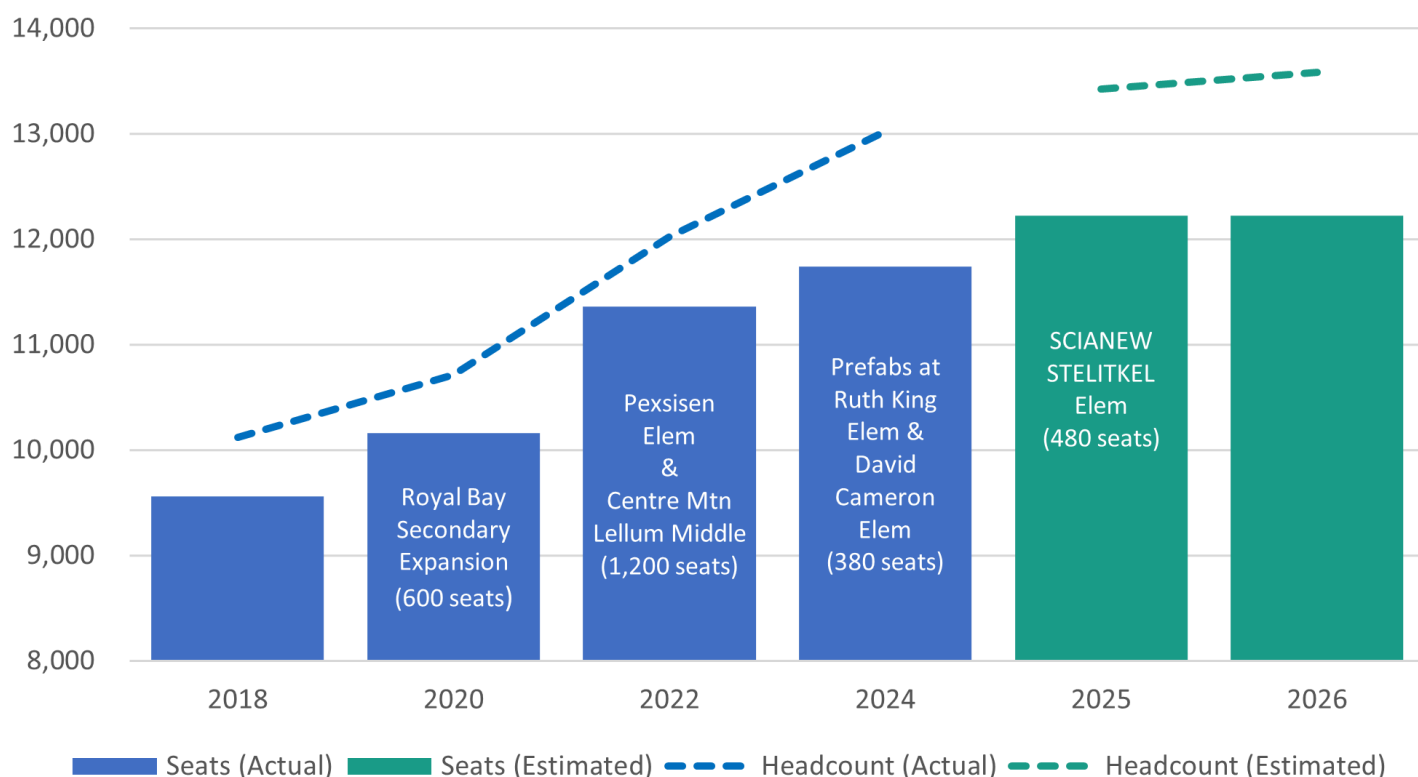
When capital assets are purchased with operating funds, they must be transferred from the Operating Fund to the Capital Fund in order to be properly capitalized and amortized (expensed) over the life of the asset. This transfer is reflected as an inter-fund transfer.

The District is not anticipating any inter-fund transfers for 2025/26.

The response from the Ministry to the District's 2025-26 Annual Five-Year Capital Plan submission did not include support for any new expansion program capital projects. Despite the additions of the new SCIANEW STELITKEL Elementary School and 18 prefabricated classrooms at David Cameron Elementary and Ruth King Elementary, the District is anticipating continued space challenges in the future as a result of the estimated future growth.

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## Head Count vs Seats





## ACCUMULATED OPERATING SURPLUS

The use of the operating surplus enables the Board to engage in long-term planning, mitigate financial risk and support consistent services. The Board believes that the maintenance of a strong financial position is fundamental to the District's overall fiscal strategy, and as such, an appropriate level of contingency funds should be established to enable stability over the fiscal plan. The Board has a policy to build and maintain a contingency of 2% of operating expenses.



# MULTI-YEAR OPERATING FUND FINANCIAL PLAN SUMMARY

The following table is a detailed financial plan summary for the Operating Fund. It considers the projected enrolment and related effects on staffing and expenditures, interfund transfers, and the Accumulated Operating Surplus.

	Actual 2023/2024	Amended 2024/2025	Budget 2025/2026	Estimated 2026/2027	Estimated 2027/2028
<b>Revenues</b>					
Provincial Grants					
Ministry of Education and Child Care	154,087,831	167,207,895	176,009,615	184,544,616	194,529,745
Other	145,429	218,485	218,485	218,485	218,485
Tuition	6,703,049	7,672,500	8,159,500	8,504,000	8,504,000
Other Revenue	1,556,148	1,813,729	1,813,729	1,813,729	1,813,729
Rentals and Leases	575,987	589,114	589,114	589,114	589,114
Investment Income	1,582,398	1,097,681	853,875	853,875	853,875
<b>Total Operating Revenue</b>	<b>164,650,842</b>	<b>178,599,404</b>	<b>187,644,318</b>	<b>196,523,819</b>	<b>206,508,948</b>
<b>Salaries</b>					
Teachers	61,916,080	65,620,546	67,273,679	68,877,680	70,469,220
Principals and Vice Principals	10,219,279	10,417,139	11,450,704	11,450,704	11,450,704
Educational Assistants	16,848,573	19,583,196	22,874,563	28,476,888	35,239,849
Support Staff	15,416,654	16,733,336	17,023,014	17,023,014	17,023,014
Other Professionals	6,007,319	6,355,498	6,669,961	6,669,961	6,669,961
Substitutes	7,007,262	6,573,121	6,771,089	6,802,889	6,834,089
<b>Total Salaries</b>	<b>117,415,167</b>	<b>125,282,836</b>	<b>132,063,010</b>	<b>139,301,136</b>	<b>147,686,837</b>
<b>Employee Benefits</b>	<b>29,886,020</b>	<b>33,274,750</b>	<b>35,892,906</b>	<b>38,555,472</b>	<b>41,530,020</b>
Employee Benefit Rate (as a % of Total Salaries)	25.45%	26.56%	27.18%	27.68%	28.12%
<b>Services and Supplies</b>					
Services	7,710,975	8,487,051	8,786,891	9,206,773	9,282,040
Professional Development and Travel	1,109,582	1,303,836	1,274,515	1,274,515	1,274,515
Rentals and Leases	388,336	367,976	397,976	397,976	397,976
Dues and Fees	128,655	178,673	178,596	178,596	178,596
Insurance	492,943	694,451	668,451	668,451	668,451
Supplies	5,354,223	5,896,974	4,867,268	4,887,206	4,906,776
Utilities	1,950,385	1,999,862	2,346,344	2,346,344	2,346,344
Bad Debt	4,555	25,800	25,800	25,800	25,800
<b>Total Services and Supplies</b>	<b>17,139,654</b>	<b>18,954,623</b>	<b>18,545,841</b>	<b>18,985,661</b>	<b>19,080,498</b>
<b>Total Operating Expense</b>	<b>164,440,841</b>	<b>177,512,209</b>	<b>186,501,757</b>	<b>196,842,269</b>	<b>208,297,355</b>
<b>Net Revenue (Expense)</b>	<b>210,001</b>	<b>1,087,195</b>	<b>1,142,561</b>	<b>(318,450)</b>	<b>(1,788,408)</b>
<b>Interfund Transfers</b>					
Tangible Capital Assets Purchased and Work in Progre	(1,342,027)	(1,230,000)	-	-	-
Local Capital	(350,000)	(300,000)	-	-	-
<b>Total Interfund Transfers</b>	<b>(1,692,027)</b>	<b>(1,530,000)</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total Operating Surplus (Deficit), for the year</b>	<b>(1,482,026)</b>	<b>(442,805)</b>	<b>1,142,561</b>	<b>(318,450)</b>	<b>(1,788,408)</b>
Operating Surplus, beginning of year	5,228,849	3,746,823	3,304,018	4,446,579	4,128,129
<b>Total Operating Surplus (Deficit), for the year</b>	<b>(1,482,026)</b>	<b>(442,805)</b>	<b>1,142,561</b>	<b>(318,450)</b>	<b>(1,788,408)</b>
<b>Operating Surplus, end of year</b>	<b>3,746,823</b>	<b>3,304,018</b>	<b>4,446,579</b>	<b>4,128,129</b>	<b>2,339,722</b>
<b>Operating Surplus, end of year</b>					
Restricted for future capital cost-sharing	-	-	-	-	-
Internally Restricted Operating Surplus	814,932	-	892,561	324,411	-
Unrestricted Operating Surplus (Contingency)	2,931,891	3,304,018	3,554,018	3,804,018	2,339,722
<b>Total Operating Surplus, end of year</b>	<b>3,746,823</b>	<b>3,304,018</b>	<b>4,446,579</b>	<b>4,128,429</b>	<b>2,339,722</b>
Contingency as % of Operating Expense	1.78%	1.86%	1.91%	1.93%	1.12%





Image From: The Saanich Year  
Author: Earl Claxton  
Author/Illustrator: Earl Claxton

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## SPECIAL PURPOSE FUNDS

Contributions restricted from an external party are reported as Special Purpose Funds (SPF). The annual funding received varies from year to year and the funding is not always confirmed at the time that the budget is prepared. The more significant SPF of the District include the Classroom Enhancement Fund (CEF), Learning Improvement Fund (LIF), Community LINK, Official Languages in Education French Programs (OLEP), Strong Start, Academies, School Generated Funds, and the Feeding Futures Fund.



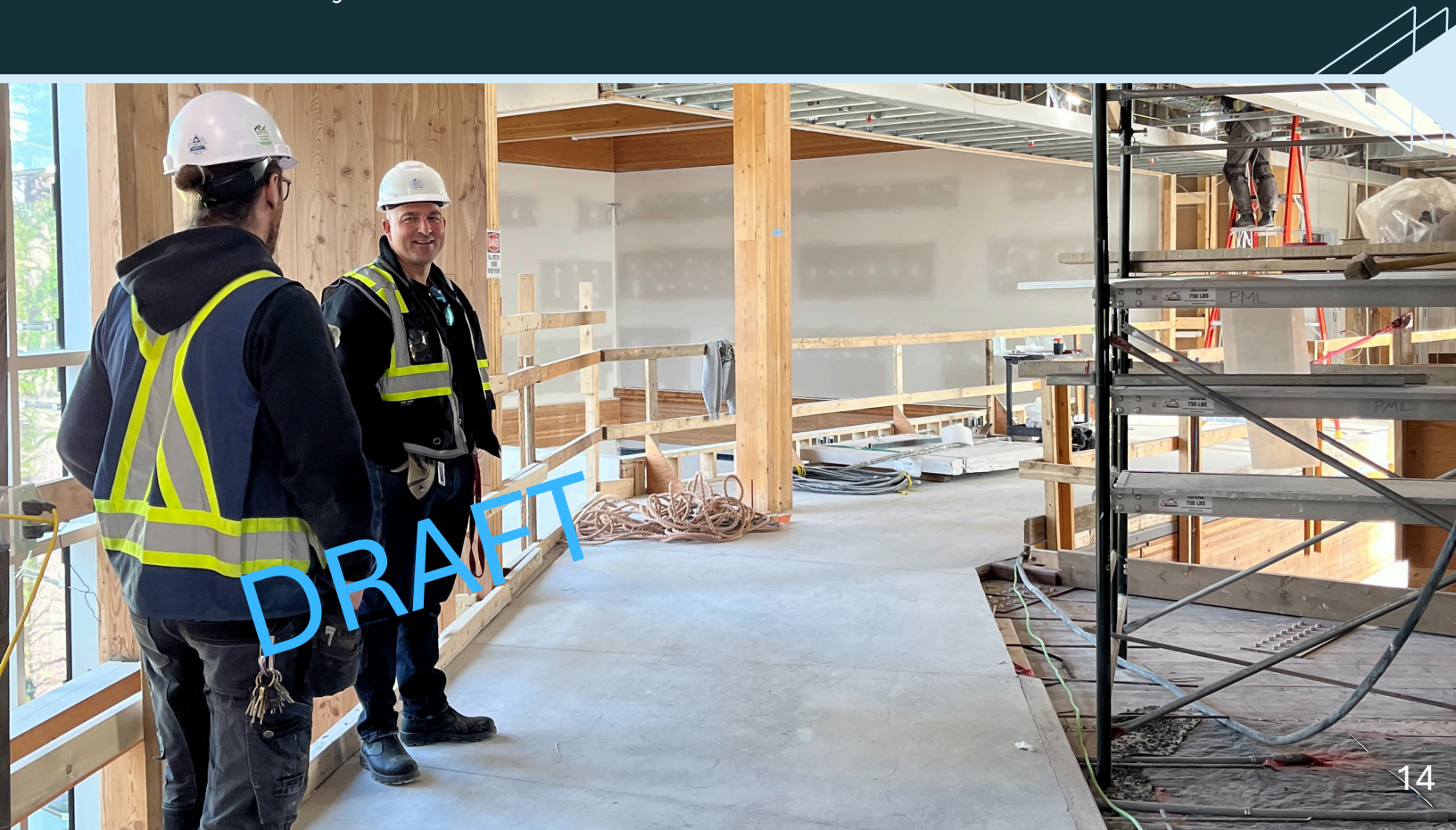
## CAPITAL FUNDS

The Capital Fund covers expenditures for land, buildings, buses, and other tangible capital assets. These are funded through Ministry capital grants, local capital, the Operating Fund, and Special Purpose Funds.

For 2025/26, the budget includes \$8.4 million in planned capital additions, which will be amortized over the useful life of each asset.

Key capital projects include:

- Expansion Program (EXP): \$2.0 million for continued construction of SCIANEW STEELTKEŁ Elementary.
- School Enhancement Program (SEP): \$0.5 million for HVAC upgrades at Belmont Secondary and \$0.75 million for interior construction at Edward Milne Community School.
- Carbon Neutral Capital Program (CNCP): \$0.75 million for energy efficiency upgrades at multiple schools.
- Food Infrastructure Program (FIP): \$0.125 million for kitchen renovations and equipment upgrades across schools.
- The child care centre at Hans Helgesen Elementary is scheduled for completion in fall 2026, with an estimated project cost of \$3.7 million allocated for the fiscal year.



# SUMMARY OF BUDGET BYLAW CHANGES

## Summary of Budget Bylaw Changes

### 24-25 Amended Budget to 25-26 Budget (in \$ millions)

Type	Strat Plan Link	FTEs	Operating	SPF	Capital	Total
<b>24/25 Amended Budget (net of carry overs)</b>			<b>177.470</b>	<b>37.571</b>	<b>14.427</b>	<b>229.468</b>
<b>Inflation and Growth</b>						
<b>Targeted:</b>						
Inclusive Education Services	Learning	TBD	4.201			<b>4.201</b>
Na'tsa'maht Indigenous Education	Learning		-0.038			<b>-0.038</b>
Indigenous Education Councils	Engagement		0.012			<b>0.012</b>
International Student Program	Learning		0.465			<b>0.465</b>
<b>Staffing:</b>						
Teachers	Learning	19.93	1.717			<b>1.717</b>
Westshore Secondary Vice Principal	Learning	1.00	0.153			<b>0.153</b>
Inclusive Education Services Vice Principal	Learning	1.00	0.178			<b>0.178</b>
<b>Other pressures:</b>						
SĆIAŃEW STĒLITĒŁ Elementary & Westshore Post-S	Growth	5.00	0.819			<b>0.819</b>
Increments	Learning		0.695			<b>0.695</b>
Capital Contribution	Growth		-0.350			<b>-0.350</b>
Employee Benefits	LEG		0.722			<b>0.722</b>
Utilities	Growth		-0.069			<b>-0.069</b>
Ratios - enrolment driven services and supplies	Growth		0.180			<b>0.180</b>
<b>Other:</b>						
Feeding Future Fund SPF	Learning			0.095		<b>0.095</b>
Learning Improvement Fund SPF	Learning			0.034		<b>0.034</b>
Amortization Expense	Growth				0.729	<b>0.729</b>
<b>Strategic Plan Implementation</b>						
Services and Supplies Reallocation	LEG		-0.793			<b>-0.793</b>
School Plans	Engagement		0.100			<b>0.100</b>
Strategic Plan Implementation	LEG		1.040			<b>1.040</b>
<b>25/26 Budget</b>			<b>186.502</b>	<b>37.700</b>	<b>15.156</b>	<b>239.358</b>

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Annual Budget

## **School District No. 62 (Sooke)**

June 30, 2026

# School District No. 62 (Sooke)

June 30, 2026

## Table of Contents

Bylaw .....	1
Annual Budget - Revenue and Expense - Statement 2 .....	2
Annual Budget - Changes in Net Financial Assets (Debt) - Statement 4 .....	4
Annual Budget - Operating Revenue and Expense - Schedule 2 .....	5
Schedule 2A - Annual Budget - Schedule of Operating Revenue by Source .....	6
Schedule 2B - Annual Budget - Schedule of Operating Expense by Object .....	7
Schedule 2C - Annual Budget - Operating Expense by Function, Program and Object .....	8
Annual Budget - Special Purpose Revenue and Expense - Schedule 3 .....	10
Schedule 3A - Annual Budget - Changes in Special Purpose Funds .....	11
Annual Budget - Capital Revenue and Expense - Schedule 4 .....	14

\*NOTE - Statement 1, Statement 3, Statement 5, Schedule 1 and Schedules 4A - 4D are used for Financial Statement reporting only.

## ANNUAL BUDGET BYLAW

A Bylaw of THE BOARD OF EDUCATION OF SCHOOL DISTRICT NO. 62 (SOOKE) (called the "Board") to adopt the Annual Budget of the Board for the fiscal year 2025/2026 pursuant to section 113 of the *School Act*, R.S.B.C., 1996, c. 412 as amended from time to time (called the "Act").

1. The Board has complied with the provisions of the *Act*, Ministerial Orders, and Ministry of Education and Child Care Policies respecting the Annual Budget adopted by this bylaw.
2. This bylaw may be cited as School District No. 62 (Sooke) Annual Budget Bylaw for fiscal year 2025/2026.
3. The attached Statement 2 showing the estimated revenue and expense for the 2025/2026 fiscal year and the total budget bylaw amount of \$239,357,761 for the 2025/2026 fiscal year was prepared in accordance with the *Act*.
4. Statement 2, 4 and Schedules 2 to 4 are adopted as the Annual Budget of the Board for the fiscal year 2025/2026.

READ A FIRST TIME THE 27th DAY OF MAY, 2025;

READ A SECOND TIME THE 24th DAY OF JUNE, 2025;

READ A THIRD TIME, PASSED AND ADOPTED THE 24th DAY OF JUNE, 2025;

( Corporate Seal )

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**Chairperson of the Board**

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**Secretary Treasurer**

I HEREBY CERTIFY this to be a true original of School District No. 62 (Sooke) Annual Budget Bylaw 2025/2026, adopted by the Board the 24th DAY OF JUNE, 2025.

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**Secretary Treasurer**

**School District No. 62 (Sooke)****Statement 2**

Annual Budget - Revenue and Expense

Year Ended June 30, 2026

	<b>2026 Annual Budget</b>	<b>2025 Amended Annual Budget</b>
<b>Ministry Operating Grant Funded FTE's</b>		
School-Age	<b>14,232,375</b>	13,846,563
Adult	<b>33,000</b>	19,188
<b>Total Ministry Operating Grant Funded FTE's</b>	<b>14,265,375</b>	13,865,751
<b>Revenues</b>	<b>\$</b>	<b>\$</b>
Provincial Grants		
Ministry of Education and Child Care	<b>210,198,320</b>	227,630,702
Other	<b>218,485</b>	311,654
Federal Grants		27,995
Tuition	<b>8,159,500</b>	7,672,500
Other Revenue	<b>6,501,329</b>	7,808,804
Rentals and Leases	<b>589,114</b>	589,114
Investment Income	<b>893,875</b>	1,181,241
Amortization of Deferred Capital Revenue	<b>12,917,831</b>	12,025,057
Amortization of Deferred Capital Revenue - For Lease	<b>61,477</b>	61,477
<b>Total Revenue</b>	<b>239,539,931</b>	257,308,544
<b>Expenses</b>		
Instruction	<b>196,620,396</b>	191,246,288
District Administration	<b>8,521,639</b>	7,701,986
Operations and Maintenance	<b>29,225,222</b>	27,701,594
Transportation and Housing	<b>4,990,504</b>	5,129,698
<b>Total Expense</b>	<b>239,357,761</b>	231,779,566
<b>Net Revenue (Expense)</b>	<b>182,170</b>	25,528,978
<b>Budgeted Allocation (Retirement) of Surplus (Deficit)</b>		442,805
<b>Budgeted Surplus (Deficit), for the year</b>	<b>182,170</b>	25,971,783
<b>Budgeted Surplus (Deficit), for the year comprised of:</b>		
Operating Fund Surplus (Deficit)	<b>1,142,561</b>	
Special Purpose Fund Surplus (Deficit)		
Capital Fund Surplus (Deficit)	<b>(960,391)</b>	25,971,783
<b>Budgeted Surplus (Deficit), for the year</b>	<b>182,170</b>	25,971,783



**School District No. 62 (Sooke)**

Statement 2

Annual Budget - Revenue and Expense

Year Ended June 30, 2026

	<b>2026 Annual Budget</b>	2025 Amended Annual Budget
<b>Budget Bylaw Amount</b>		
Operating - Total Expense	<b>186,501,757</b>	177,512,209
Operating - Tangible Capital Assets Purchased		1,230,000
Special Purpose Funds - Total Expense	<b>37,700,034</b>	40,139,889
Capital Fund - Total Expense	<b>15,155,970</b>	14,127,468
Capital Fund - Tangible Capital Assets Purchased from Local Capital		300,000
<b>Total Budget Bylaw Amount</b>	<b>239,357,761</b>	233,309,566

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****DRAFT** - Not Finalized

April 25, 2025 11:57

**School District No. 62 (Sooke)****Statement 4**

Annual Budget - Changes in Net Financial Assets (Debt)

Year Ended June 30, 2026

	<b>2026</b>	<b>2025 Amended</b>
	<b>Annual Budget</b>	<b>Annual Budget</b>
	<b>\$</b>	<b>\$</b>
<b>Surplus (Deficit) for the year</b>	<b>182,170</b>	<b>25,528,978</b>
<b>Effect of change in Tangible Capital Assets</b>		
Acquisition of Tangible Capital Assets		
From Operating and Special Purpose Funds		(1,230,000)
From Local Capital		(300,000)
From Deferred Capital Revenue	<b>(8,410,400)</b>	<b>(80,520,460)</b>
<b>Total Acquisition of Tangible Capital Assets</b>	<b>(8,410,400)</b>	<b>(82,050,460)</b>
Amortization of Tangible Capital Assets	<b>13,878,222</b>	<b>12,990,298</b>
<b>Total Effect of change in Tangible Capital Assets</b>	<b>5,467,822</b>	<b>(69,060,162)</b>
	<b>-</b>	<b>-</b>
<b>(Increase) Decrease in Net Financial Assets (Debt)</b>	<b>5,649,992</b>	<b>(43,531,184)</b>



**School District No. 62 (Sooke)**

Annual Budget - Operating Revenue and Expense

Year Ended June 30, 2026

	2026 Annual Budget	2025 Amended Annual Budget
	\$	\$
<b>Revenues</b>		
Provincial Grants		
Ministry of Education and Child Care	176,009,615	167,207,895
Other	218,485	218,485
Tuition	8,159,500	7,672,500
Other Revenue	1,813,729	1,813,729
Rentals and Leases	589,114	589,114
Investment Income	853,875	1,097,681
<b>Total Revenue</b>	<b>187,644,318</b>	<b>178,599,404</b>
<b>Expenses</b>		
Instruction	159,257,239	151,443,276
District Administration	8,521,639	7,701,986
Operations and Maintenance	14,820,596	14,245,475
Transportation and Housing	3,902,283	4,121,472
<b>Total Expense</b>	<b>186,501,757</b>	<b>177,512,209</b>
<b>Net Revenue (Expense)</b>	<b>1,142,561</b>	<b>1,087,195</b>
<b>Budgeted Prior Year Surplus Appropriation</b>		<b>442,805</b>
<b>Net Transfers (to) from other funds</b>		
Tangible Capital Assets - Work in Progress		(1,230,000)
Local Capital		(300,000)
<b>Total Net Transfers</b>	<b>-</b>	<b>(1,530,000)</b>
<b>Budgeted Surplus (Deficit), for the year</b>	<b>1,142,561</b>	<b>-</b>

**School District No. 62 (Sooke)****Schedule 2A**

Annual Budget - Schedule of Operating Revenue by Source  
Year Ended June 30, 2026

	<b>2026 Annual Budget</b>	<b>2025 Amended Annual Budget</b>
	<b>\$</b>	<b>\$</b>
<b>Provincial Grants - Ministry of Education and Child Care</b>		
Operating Grant, Ministry of Education and Child Care	<b>175,246,642</b>	164,843,629
ISC/LEA Recovery	<b>(578,444)</b>	(578,444)
Other Ministry of Education and Child Care Grants		
Pay Equity	<b>931,052</b>	931,052
Funding for Graduated Adults	<b>40,000</b>	40,000
Student Transportation Fund	<b>358,365</b>	358,365
FSA Scorer Grant	<b>12,000</b>	12,000
Labour Settlement Funding		1,601,293
<b>Total Provincial Grants - Ministry of Education and Child Care</b>	<b>176,009,615</b>	167,207,895
<b>Provincial Grants - Other</b>	<b>218,485</b>	218,485
<b>Tuition</b>		
Continuing Education	<b>90,000</b>	90,000
International and Out of Province Students	<b>8,069,500</b>	7,582,500
<b>Total Tuition</b>	<b>8,159,500</b>	7,672,500
<b>Other Revenues</b>		
Funding from First Nations	<b>578,444</b>	578,444
Miscellaneous		
Grants for Crossing Guards	<b>156,000</b>	156,000
Rebates	<b>51,000</b>	51,000
SGF Discretionary	<b>200,000</b>	200,000
Transportation Safety Fees	<b>80,000</b>	80,000
Miscellaneous	<b>147,920</b>	147,920
Bus Fees	<b>600,365</b>	600,365
<b>Total Other Revenue</b>	<b>1,813,729</b>	1,813,729
<b>Rentals and Leases</b>	<b>589,114</b>	589,114
<b>Investment Income</b>	<b>853,875</b>	1,097,681
<b>Total Operating Revenue</b>	<b>187,644,318</b>	178,599,404

**School District No. 62 (Sooke)****Schedule 2B**

Annual Budget - Schedule of Operating Expense by Object  
Year Ended June 30, 2026

	<b>2026</b>	<b>2025 Amended</b>
	<b>Annual Budget</b>	<b>Annual Budget</b>
	<b>\$</b>	<b>\$</b>
<b>Salaries</b>		
Teachers	67,273,679	65,620,546
Principals and Vice Principals	11,450,704	10,417,139
Educational Assistants	22,874,563	19,583,196
Support Staff	17,023,014	16,733,336
Other Professionals	6,669,961	6,355,498
Substitutes	6,771,089	6,573,121
<b>Total Salaries</b>	<b>132,063,010</b>	<b>125,282,836</b>
<b>Employee Benefits</b>	<b>35,892,906</b>	<b>33,274,750</b>
<b>Total Salaries and Benefits</b>	<b>167,955,916</b>	<b>158,557,586</b>
<b>Services and Supplies</b>		
Services	8,786,891	8,487,051
Professional Development and Travel	1,274,515	1,303,836
Rentals and Leases	397,976	367,976
Dues and Fees	178,596	178,673
Insurance	668,451	694,451
Supplies	4,867,268	5,896,974
Utilities	2,346,344	1,999,862
Bad Debt	25,800	25,800
<b>Total Services and Supplies</b>	<b>18,545,841</b>	<b>18,954,623</b>
<b>Total Operating Expense</b>	<b>186,501,757</b>	<b>177,512,209</b>

**School District No. 62 (Sooke)**

Annual Budget - Operating Expense by Function, Program and Object

Year Ended June 30, 2026

	Teachers Salaries	Principals and Vice Principals Salaries	Educational Assistants Salaries	Support Staff Salaries	Other Professionals Salaries	Substitutes Salaries	Total Salaries
	\$	\$	\$	\$	\$	\$	\$
<b>1 Instruction</b>							
1.02 Regular Instruction	56,546,725	287,428	209,470	2,558,751	580,000	4,834,608	<b>65,016,982</b>
1.03 Career Programs	431,529			189,260		28,600	<b>649,389</b>
1.07 Library Services	577,570			283,243		6,699	<b>867,512</b>
1.08 Counselling	2,192,913						<b>2,192,913</b>
1.10 Inclusive Education	5,060,908	457,567	22,106,150	169,037	1,423,685	957,638	<b>30,174,985</b>
1.20 Early Learning and Child Care			46,326			1,728	<b>48,054</b>
1.30 English Language Learning	784,727			246,483		32,960	<b>1,064,170</b>
1.31 Indigenous Education	754,168	313,044	512,617	94,069		19,000	<b>1,692,898</b>
1.41 School Administration		9,904,743		3,119,998		256,443	<b>13,281,184</b>
1.61 Continuing Education							<b>-</b>
1.62 International and Out of Province Students	913,590	321,200		393,370			<b>1,628,160</b>
<b>Total Function 1</b>	<b>67,262,130</b>	<b>11,283,982</b>	<b>22,874,563</b>	<b>7,054,211</b>	<b>2,003,685</b>	<b>6,137,676</b>	<b>116,616,247</b>
<b>4 District Administration</b>							
4.11 Educational Administration		166,722		235,000	1,047,339		<b>1,449,061</b>
4.40 School District Governance					162,655		<b>162,655</b>
4.41 Business Administration	11,549			720,992	2,625,561	78,596	<b>3,436,698</b>
<b>Total Function 4</b>	<b>11,549</b>	<b>166,722</b>	<b>-</b>	<b>955,992</b>	<b>3,835,555</b>	<b>78,596</b>	<b>5,048,414</b>
<b>5 Operations and Maintenance</b>							
5.41 Operations and Maintenance Administration				136,297	167,065		<b>303,362</b>
5.50 Maintenance Operations				5,941,750	438,708	405,514	<b>6,785,972</b>
5.52 Maintenance of Grounds				845,000			<b>845,000</b>
5.56 Utilities							<b>-</b>
<b>Total Function 5</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>6,923,047</b>	<b>605,773</b>	<b>405,514</b>	<b>7,934,334</b>
<b>7 Transportation and Housing</b>							
7.41 Transportation and Housing Administration				132,909	224,948		<b>357,857</b>
7.70 Student Transportation				1,956,855		149,303	<b>2,106,158</b>
<b>Total Function 7</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>2,089,764</b>	<b>224,948</b>	<b>149,303</b>	<b>2,464,015</b>
<b>9 Debt Services</b>							
<b>Total Function 9</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total Functions 1 - 9</b>	<b>67,273,679</b>	<b>11,450,704</b>	<b>22,874,563</b>	<b>17,023,014</b>	<b>6,669,961</b>	<b>6,771,089</b>	<b>132,063,010</b>

**School District No. 62 (Sooke)**

Annual Budget - Operating Expense by Function, Program and Object

Year Ended June 30, 2026

	Total Salaries	Employee Benefits	Total Salaries and Benefits	Services and Supplies	2026 Annual Budget	2025 Amended Annual Budget
	\$	\$	\$	\$	\$	\$
<b>1 Instruction</b>						
1.02 Regular Instruction	65,016,982	18,313,786	83,330,768	3,495,979	86,826,747	84,895,349
1.03 Career Programs	649,389	187,613	837,002	556,736	1,393,738	1,099,896
1.07 Library Services	867,512	238,624	1,106,136	31,450	1,137,586	1,084,676
1.08 Counselling	2,192,913	594,922	2,787,835	7,694	2,795,529	2,762,221
1.10 Inclusive Education	30,174,985	8,291,494	38,466,479	753,672	39,220,151	35,046,131
1.20 Early Learning and Child Care	48,054	13,066	61,120	10,294	71,414	71,414
1.30 English Language Learning	1,064,170	266,736	1,330,906	82,431	1,413,337	1,431,224
1.31 Indigenous Education	1,692,898	417,900	2,110,798	126,702	2,237,500	2,344,514
1.41 School Administration	13,281,184	3,253,663	16,534,847	749,918	17,284,765	16,295,916
1.61 Continuing Education	-	-	-	73,545	73,545	73,545
1.62 International and Out of Province Students	1,628,160	399,055	2,027,215	4,775,712	6,802,927	6,338,390
<b>Total Function 1</b>	<b>116,616,247</b>	<b>31,976,859</b>	<b>148,593,106</b>	<b>10,664,133</b>	<b>159,257,239</b>	<b>151,443,276</b>
<b>4 District Administration</b>						
4.11 Educational Administration	1,449,061	302,826	1,751,887	733,630	2,485,517	2,023,742
4.40 School District Governance	162,655	10,260	172,915	242,410	415,325	403,552
4.41 Business Administration	3,436,698	838,202	4,274,900	1,345,897	5,620,797	5,274,692
<b>Total Function 4</b>	<b>5,048,414</b>	<b>1,151,288</b>	<b>6,199,702</b>	<b>2,321,937</b>	<b>8,521,639</b>	<b>7,701,986</b>
<b>5 Operations and Maintenance</b>						
5.41 Operations and Maintenance Administration	303,362	75,536	378,898	445,861	824,759	833,732
5.50 Maintenance Operations	6,785,972	1,831,312	8,617,284	1,614,120	10,231,404	9,995,792
5.52 Maintenance of Grounds	845,000	226,000	1,071,000	347,089	1,418,089	1,416,089
5.56 Utilities	-	-	-	2,346,344	2,346,344	1,999,862
<b>Total Function 5</b>	<b>7,934,334</b>	<b>2,132,848</b>	<b>10,067,182</b>	<b>4,753,414</b>	<b>14,820,596</b>	<b>14,245,475</b>
<b>7 Transportation and Housing</b>						
7.41 Transportation and Housing Administration	357,857	92,001	449,858	54,991	504,849	368,064
7.70 Student Transportation	2,106,158	539,910	2,646,068	751,366	3,397,434	3,753,408
<b>Total Function 7</b>	<b>2,464,015</b>	<b>631,911</b>	<b>3,095,926</b>	<b>806,357</b>	<b>3,902,283</b>	<b>4,121,472</b>
<b>9 Debt Services</b>						
<b>Total Function 9</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total Functions 1 - 9</b>	<b>132,063,010</b>	<b>35,892,906</b>	<b>167,955,916</b>	<b>18,545,841</b>	<b>186,501,757</b>	<b>177,512,209</b>

**School District No. 62 (Sooke)****Schedule 3**

Annual Budget - Special Purpose Revenue and Expense  
Year Ended June 30, 2026

	<b>2026</b>	2025 Amended
	<b>Annual Budget</b>	Annual Budget
	\$	\$
<b>Revenues</b>		
Provincial Grants		
Ministry of Education and Child Care	<b>32,972,434</b>	33,940,090
Other		93,169
Federal Grants		27,995
Other Revenue	<b>4,687,600</b>	5,995,075
Investment Income	<b>40,000</b>	83,560
<b>Total Revenue</b>	<b>37,700,034</b>	40,139,889
<b>Expenses</b>		
Instruction	<b>37,363,157</b>	39,803,012
Operations and Maintenance	<b>336,877</b>	336,877
<b>Total Expense</b>	<b>37,700,034</b>	40,139,889
<b>Budgeted Surplus (Deficit), for the year</b>	<b>-</b>	<b>-</b>



**School District No. 62 (Sooke)**

Annual Budget - Changes in Special Purpose Funds

Year Ended June 30, 2026

	Annual Facility Grant	Learning Improvement Fund	Scholarships and Bursaries	School Generated Funds	Strong Start	Ready, Set, Learn	OLEP	CommunityLINK	Classroom Enhancement Fund - Overhead
	\$	\$	\$	\$	\$		\$	\$	\$
<b>Deferred Revenue, beginning of year</b>	-	-	-	-	-	-	-	-	-
<b>Add:</b> Restricted Grants									
Provincial Grants - Ministry of Education and Child Care	336,877	605,797			192,000	46,550	305,205	800,343	1,630,981
Other				3,500,000				35,000	
Investment Income			40,000						
	336,877	605,797	40,000	3,500,000	192,000	46,550	305,205	835,343	1,630,981
<b>Less:</b> Allocated to Revenue	336,877	605,797	40,000	3,500,000	192,000	46,550	305,205	835,343	1,630,981
<b>Deferred Revenue, end of year</b>	-	-	-	-	-	-	-	-	-
<b>Revenues</b>									
Provincial Grants - Ministry of Education and Child Care	336,877	605,797			192,000	46,550	305,205	800,343	1,630,981
Other Revenue				3,500,000				35,000	
Investment Income			40,000						
	336,877	605,797	40,000	3,500,000	192,000	46,550	305,205	835,343	1,630,981
<b>Expenses</b>									
Salaries									
Teachers							70,000	80,000	30,000
Principals and Vice Principals								50,000	
Educational Assistants		473,279							170,000
Support Staff					145,000			50,000	120,000
Other Professionals								180,000	
Substitutes				25,000		25,000	100,000	15,000	1,000,000
	-	473,279	-	25,000	145,000	25,000	170,000	375,000	1,320,000
Employee Benefits		132,518		5,000	45,000	5,000	42,000	100,000	290,000
Services and Supplies	336,877		40,000	3,470,000	2,000	16,550	93,205	360,343	20,981
	336,877	605,797	40,000	3,500,000	192,000	46,550	305,205	835,343	1,630,981
<b>Net Revenue (Expense)</b>	-	-	-	-	-	-	-	-	-

**School District No. 62 (Sooke)**

Annual Budget - Changes in Special Purpose Funds

Year Ended June 30, 2026

Schedule 3A

	Classroom Enhancement Fund - Staffing	First Nation Student Transportation	Mental Health in Schools	Changing Results for Young Children	Seamless Day Kindergarten	SEY2KT (Early Years to Kindergarten)	ECL Early Care & Learning	Feeding Futures Fund	Academies
	\$	\$	\$	\$	\$	\$	\$	\$	\$
<b>Deferred Revenue, beginning of year</b>	-	-	-	-	-	-	-	-	-
<b>Add:</b> Restricted Grants									
Provincial Grants - Ministry of Education and Child Care	27,054,682	31,155	51,000	6,750	55,400	19,000	175,000	1,661,694	
Other									1,100,000
Investment Income									
	27,054,682	31,155	51,000	6,750	55,400	19,000	175,000	1,661,694	1,100,000
<b>Less:</b> Allocated to Revenue	27,054,682	31,155	51,000	6,750	55,400	19,000	175,000	1,661,694	1,100,000
<b>Deferred Revenue, end of year</b>	-	-	-	-	-	-	-	-	-
<b>Revenues</b>									
Provincial Grants - Ministry of Education and Child Care	27,054,682	31,155	51,000	6,750	55,400	19,000	175,000	1,661,694	
Other Revenue									1,100,000
Investment Income									
	27,054,682	31,155	51,000	6,750	55,400	19,000	175,000	1,661,694	1,100,000
<b>Expenses</b>									
Salaries									
Teachers	21,370,207								160,000
Principals and Vice Principals							140,000		
Educational Assistants									
Support Staff					42,000			140,000	50,000
Other Professionals									
Substitutes			40,000	5,000		5,000			10,000
	21,370,207	-	40,000	5,000	42,000	5,000	140,000	140,000	220,000
Employee Benefits	5,684,475		10,000	1,000	12,000	1,000	35,000	35,000	55,000
Services and Supplies		31,155	1,000	750	1,400	13,000		1,486,694	825,000
	27,054,682	31,155	51,000	6,750	55,400	19,000	175,000	1,661,694	1,100,000
<b>Net Revenue (Expense)</b>	-	-	-	-	-	-	-	-	-

**School District No. 62 (Sooke)**

Annual Budget - Changes in Special Purpose Funds

Year Ended June 30, 2026

	Art Starts	Donations	Theatres	TOTAL
	\$	\$	\$	\$
<b>Deferred Revenue, beginning of year</b>	-	-	-	-
<b>Add:</b> Restricted Grants				
Provincial Grants - Ministry of Education and Child Care				32,972,434
Other	7,600	40,000	5,000	4,687,600
Investment Income				40,000
	7,600	40,000	5,000	37,700,034
<b>Less:</b> Allocated to Revenue	7,600	40,000	5,000	37,700,034
<b>Deferred Revenue, end of year</b>	-	-	-	-
<b>Revenues</b>				
Provincial Grants - Ministry of Education and Child Care				32,972,434
Other Revenue	7,600	40,000	5,000	4,687,600
Investment Income				40,000
	7,600	40,000	5,000	37,700,034
<b>Expenses</b>				
Salaries				
Teachers				21,710,207
Principals and Vice Principals				190,000
Educational Assistants				643,279
Support Staff				547,000
Other Professionals				180,000
Substitutes				1,225,000
	-	-	-	24,495,486
Employee Benefits				6,452,993
Services and Supplies	7,600	40,000	5,000	6,751,555
	7,600	40,000	5,000	37,700,034
<b>Net Revenue (Expense)</b>	-	-	-	-

**School District No. 62 (Sooke)****Schedule 4**

Annual Budget - Capital Revenue and Expense

Year Ended June 30, 2026

	2026 Annual Budget			2025 Amended Annual Budget
	Invested in Tangible Capital Assets	Local Capital	Fund Balance	
	\$	\$	\$	\$
<b>Revenues</b>				
Provincial Grants				
Ministry of Education and Child Care	1,216,271		<b>1,216,271</b>	26,482,717
Amortization of Deferred Capital Revenue	12,917,831		<b>12,917,831</b>	12,025,057
Amortization of Deferred Capital Revenue - For Lease	61,477		<b>61,477</b>	61,477
<b>Total Revenue</b>	<b>14,195,579</b>	-	<b>14,195,579</b>	38,569,251
<b>Expenses</b>				
Operations and Maintenance	1,277,748		<b>1,277,748</b>	1,137,170
Amortization of Tangible Capital Assets				
Operations and Maintenance	12,790,001		<b>12,790,001</b>	11,982,072
Transportation and Housing	1,088,221		<b>1,088,221</b>	1,008,226
<b>Total Expense</b>	<b>15,155,970</b>	-	<b>15,155,970</b>	14,127,468
<b>Net Revenue (Expense)</b>	<b>(960,391)</b>	-	<b>(960,391)</b>	24,441,783
<b>Net Transfers (to) from other funds</b>				
Tangible Capital Assets - Work in Progress			-	1,230,000
Local Capital			-	300,000
<b>Total Net Transfers</b>	-	-	-	1,530,000
<b>Other Adjustments to Fund Balances</b>				
<b>Total Other Adjustments to Fund Balances</b>	-	-	-	
<b>Budgeted Surplus (Deficit), for the year</b>	<b>(960,391)</b>	-	<b>(960,391)</b>	25,971,783



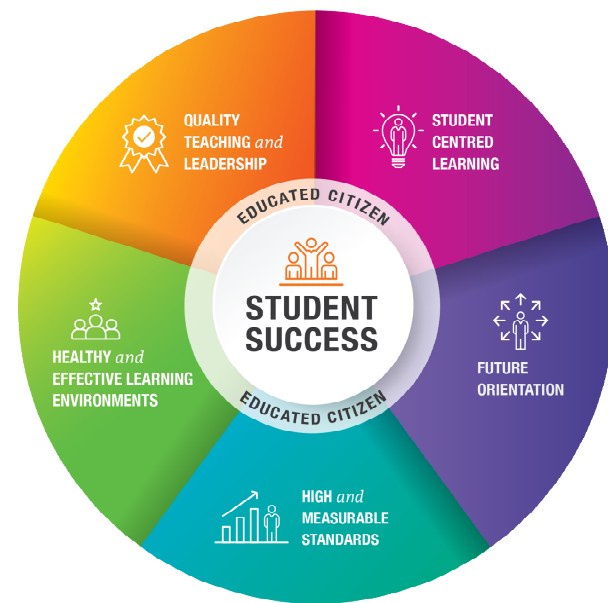
# **2025/26 Budget**

Board of Education – Education Committee of the Whole

April 29, 2025

## Tonight's Agenda

- 1) Budget Development Context
- 2) Enrolment Forecast Shifts
- 3) 2025/26 Budget - Highlights
- 4) Risks & Reserve
- 5) Next Steps



# **Budget Development Context**

Process, Principles/Assumptions, Bylaw



## Budget Principles & Assertions - Summary



### Principles

1. Budget decisions will be based on the refreshed Strategic Plan for 2025-2029;
2. Input from the District partners, Rightsholders and Leadership Team will help shape
3. The annual budget process will be informed by the multi-year budget estimates

### Assertions

1. The provincial funding formula will remain the same and be based on per FTE funding;
2. Domestic enrolment will continue to grow;
3. Staff will create multiple data points to consider when developing the domestic enrolment estimates to strengthen the process; and
4. All negotiated/approved salary increases will be funded.





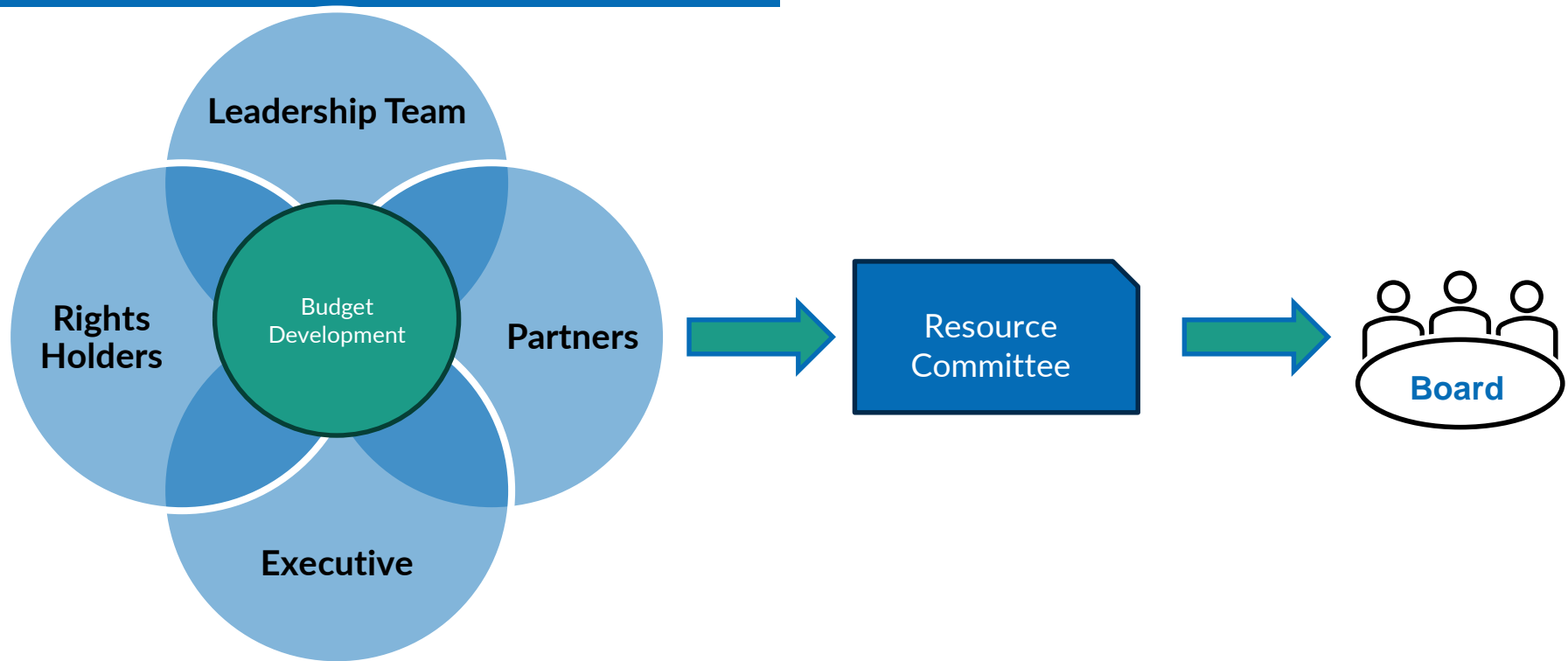
## Strategic Plan 2025-2029

### Approved by the Board in February 2025.

- The budget is being developed in alignment with the Strategic Plan goals of Learning, Engagement, and Growth
- Investment is guided by where they will have the greatest impact in advancing strategic priorities across the system.
- The Strategic Plan ensures the budget supports both immediate needs and long-term outcomes for students and our system.
- Using the Strategic Plan as a framework ensures transparency and accountability in how funds are allocated.



## Our Process & Flow





## Partner Budget Input





## Leadership Budget Working Group

- 12-member group comprised of:
  - PVP from each of elementary, middle and secondary
  - District Principals
  - Managers from school board office departments
- Result:
  - Combined, the LBWG and Executive identified \$.793 million to be reallocated in support of strategic plan implementation





## 2025/26 Budget

### The positives of our budget:

- ✓ Annual operating budget of \$186.5 million (+\$9.03M)
- ✓ Support over 13,700 students and employ over 2,370 staff (as at March 31, 2025)
- ✓ Opening of SĆIĀNEW STEŁITKEŁ Elementary
- ✓ Implementation of the new Strategic Plan



## Budget Bylaw

# What makes up the Annual Budget Bylaw?

- 1) Operating Fund – funds required for operations (\$186.5M)
- 2) Capital Fund – amortization costs of capital assets purchased/created (\$15.16M)
- 3) Special Purpose Fund – targeted and must be used for designated special purposes only (\$37.7M)

**Total 2025/26 Budget: \$239.36M**

**Section 113 of the School Act**

# Enrolment Forecast Shifts



## 2025/26 Budget – Enrolment Forecast





## 2025/26 Budget – Enrolment Forecast

**How do we forecast the enrolment?**







## 2025/26 Budget – Enrolment by the numbers

### Enrolment Forecast Trend Analysis (FTE)

	Actual				Forecast			
Year	2021/22	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28	2028/29
Enrolment	11,661	12,248	12,749	13,297	<b>13,700</b>	13,856	14,010	14, 164
Variance (y/y)	730	587	501	548	<b>+ 403</b>	+156	+154	+154

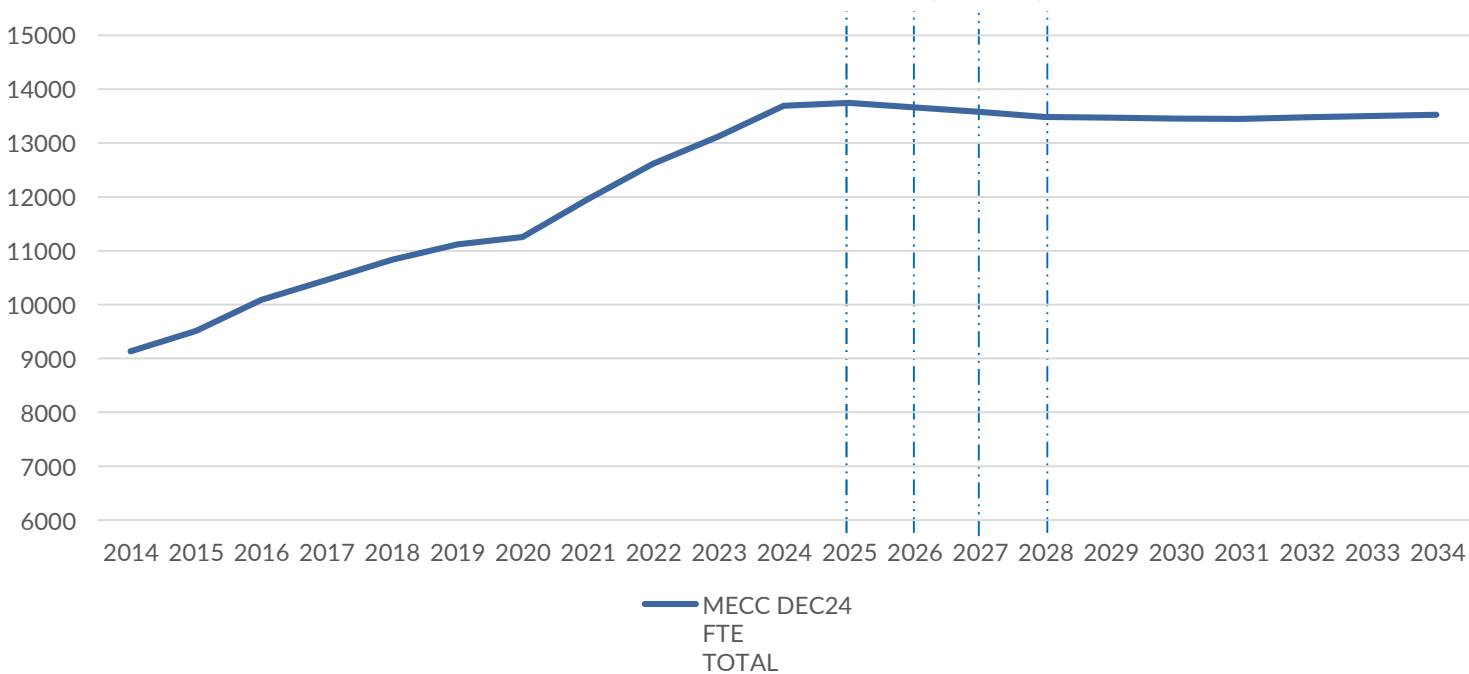
\*Standard School, September 30 FTE, actuals to 2024/25, forecast beyond



# Ministry SD62 Forecast – September 30 data



Enrolment Forecast for SD62 (Sooke)



## 2025/26 Budget – Highlights



## 2025/26 Budget – Highlights



1. Reallocation and investment in alignment with Strategic Plan 2025 – 2029.
2. Responding to current growth and future forecast.
3. Recalibrating to reinvest into student learning and achievement.
4. Strengthen reserve balance.

## 2025/26 Budget - Learning Highlights



(\$ millions)

- \$4.201 increase for inclusive education
- \$1.717 in additional teacher staffing (+19.93 FTE)
- \$.695 in funding for salary increments
- \$.178 for additional VP for inclusive education (ELL)
- \$.153 for Westshore Secondary VP (restore from 2023/24)
- \$.050 to strengthen literacy and numeracy skills including building capacity aligned with the strategic plan



## 4. 2025/26 Budget – Engagement Highlights



(\$ millions)

- **\$0.340** to support the district wide Indigenous Learning Day.
  - **\$0.300** million to ensure all CUPE members can participate
- **\$0.105** to support school planning and student-and family centered services.
- **\$0.012** million increase for the Indigenous Education Council

## 4. 2025/26 Budget – Growth Highlights



(\$ millions)

- \$.819 for opening of 'SCIANEW STEŁITKEŁ Elementary & the Westshore Post-Secondary Program
- \$.722 for employee benefits
- \$.465 for corporate services and infrastructure
- \$.180 for growth driven (ratio) fixed expenses
- \$.180 for capacity building, improve efficiencies and addressing information technology needs.

# Risks & Reserve

## 7. Risks and Mitigation

Risk	Likelihood	Impact	Consequence	Mitigation
Actual enrolment in September	M	H	Budget assumes 3% growth, or an increase of 403 FTE.	Structural holdback
Supplemental Funding	H	H	Budget assumes unique geographic funding at 2024/25 levels.	Structural holdback
Province fully funding collective agreement increases	L	H	Budget assumes the Province fully funds collective agreement requirements	Reserve increase
Geopolitical Risks (Tariff and Inflation)	H	H	Budget assumes operating costs remain relatively stable	Reserve increase
Capital Contribution and Temporary Accommodation	H	H	Unknown requirements of contribution to capital projects or temporary accommodation requirements	Reserve increase

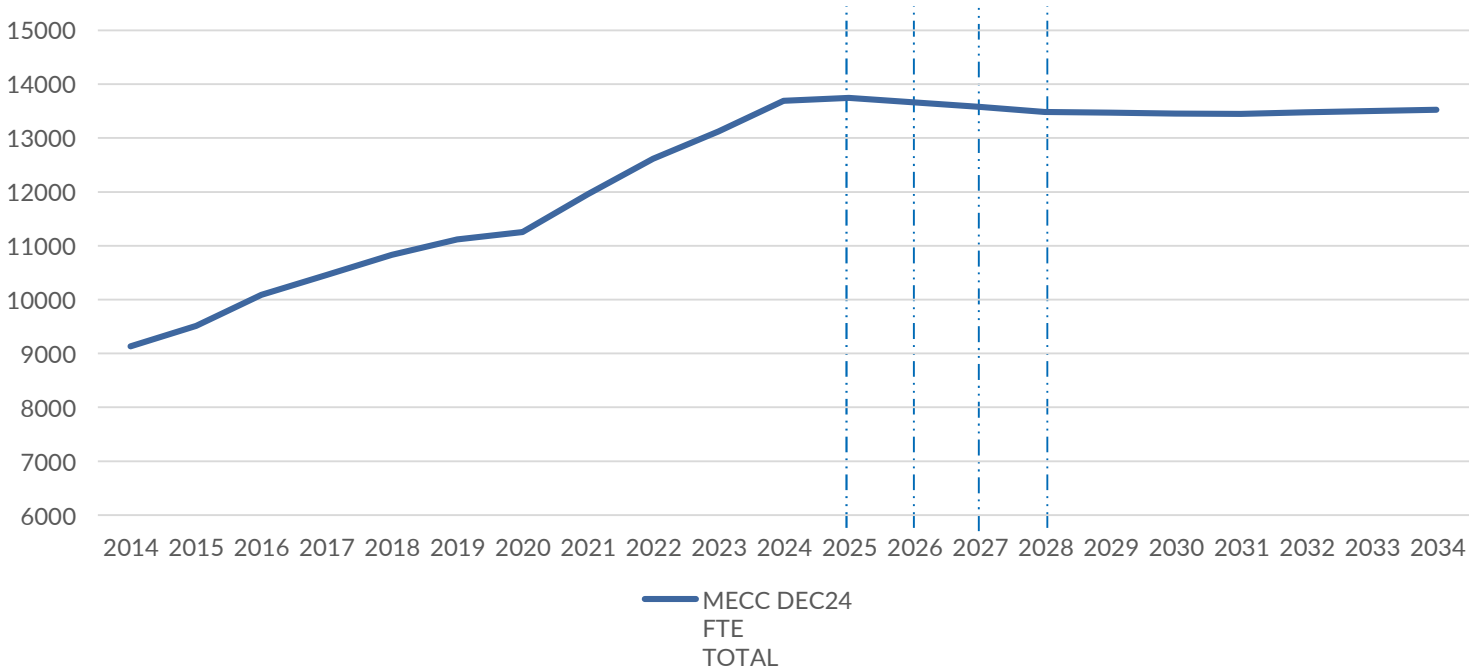
H – High, M – Medium, L – Low



# Ministry SD62 Forecast – September 30 data



Enrolment Forecast for SD62 (Sooke)







## 4. 2025/26 Budget - Summary

	Budget 2025/2026	Estimated 2026/2027	Estimated 2027/2028	Estimated 2028/2029
Total Operating Revenue	187,644,318	196,523,819	206,508,948	207,893,037
Total Operating Expense	186,501,757	196,842,269	208,297,355	211,076,135
<b>Total Operating Surplus (Deficit), for the year</b>	<b>1,142,561</b>	<b>(318,450)</b>	<b>(1,788,408)</b>	<b>(3,183,098)</b>
Operating Surplus, beginning of year	3,304,018	4,446,579	4,128,129	2,339,722
Total Operating Surplus (Deficit), for the year	1,142,561	(318,450)	(1,788,408)	(3,183,098)
<b>Operating Surplus, end of year</b>	<b>4,446,579</b>	<b>4,128,129</b>	<b>2,339,722</b>	<b>(843,377)</b>
<b>Operating Surplus, end of year</b>				
Restricted for future capital cost-sharing	-	-	-	-
Internally Restricted Operating Surplus	892,561	324,411	-	-
Unrestricted Operating Surplus (Contingency)	3,554,018	3,804,018	2,339,722	(843,377)
<b>Total Operating Surplus, end of year</b>	<b>4,446,579</b>	<b>4,128,429</b>	<b>2,339,722</b>	<b>(843,377)</b>
Contingency as % of Operating Expense	1.91%	1.93%	1.12%	-0.40%

Board regulation F-333 (Accumulated Operating Surplus) states the District shall build and maintain an accumulated contingency of 2% of operating expenses. The Board would need to consider an amendment to regulation F-333 from 2% to 3% for staff to implement the budget plan.



## 4. 2025/26 Budget Summary

### Risk Mitigation (\$ millions)

- \$.496 in structural holdback for in-year risk
- \$.397 in structural holdback earmarked for reserve contribution

**Sub-Total - \$.893 contribution to internally restricted reserve**

- \$.250 in unrestricted reserve contribution per Board policy

**Total \$1.143**

### Fiscal Plan Outlook

- Risk profile has increased
- A need to support stability over the strategic plan period



## 7. Timelines/Next Steps

<b>Inputs</b>	Partner Budget Presentations	Complete
	Preliminary Operating Grant Released	Complete
	Enrolment Forecast 2025/26	Complete
	Budget Survey	Open until May 6
	Education Committee of the Whole	Today
	Operational Plan Development	May 2
<b>Approval*</b>	Resource Committee Reviews Budget Plan	May 13
	Board review, debates and 1 <sup>st</sup> reading of Budget	May 27
	Board reviews, debates and 2 <sup>nd</sup> /3 <sup>rd</sup> reading of Budget*	June 24

\*Approved budgets are required to be submitted to the MoECC by June 30, 2025

# Discussion & Questions