Central Okanagan Public Schools
Together We Learn

BOARD OF EDUCATION PUBLIC MEETING AGENDA

(Second and fourth Wednesday of each month, with the exception of January (which will be the third and fifth Wednesday) July and August, and with the exception of the fourth Wednesday in March and December, at the School Board Office, at 6:00 PM.)

The Central Okanagan Board of Education acknowledges that this meeting is being held on the Traditional Territory of the Okanagan People.

DATE:	**Wednesday, September 26, 2018**
TIME:	**6:00 pm**
LOCATION:	**School Board Office** **1040 Hollywood Road S.** **Kelowna, BC**

A copy of the Agenda and attachments are available on the School District website:
http://www.sd23.bc.ca/Board/boardmeetinginfo/meetingagendaattachments/Pages/default.aspx
Alternatively, copies are available on request at the School Board Office.

1. AGENDA
Additions/Amendments/Deletions

2. MINUTES

2.1 Public Board Meeting – September 12, 2018
Pg. 4 (*Attachment*)

3. CENTRAL OKANAGAN PUBLIC SCHOOLS – "INSIDE 23"

3.1 Okanagan College – Partnerships in Action

4. INTRODUCTION/RECOGNITION

5. DECLARATION
Pg. 12 (*Attachment*)

5.1 Orange Shirt Day – Sunday, September 30, 2018
The Central Okanagan Board of Education declares Sunday, September 30, 2018 as "Orange Shirt Day" in Central Okanagan Public Schools.

5.2 International Walk to School Day – Wednesday, October 3, 2018
The Central Okanagan Board of Education declares Wednesday, October 3, 2018 as "International Walk to School Day" in Central Okanagan Public Schools.

5.3 World Teachers' Day – Friday, October 5, 2018
The Central Okanagan Board of Education declares Friday, October 5, 2018 as "World Teachers' Day" in Central Okanagan Public Schools.

6. COMMUNITY PRESENTATIONS

7. DELEGATIONS

Meeting Recess (Five Minutes)

8. PUBLIC QUESTION/COMMENT PERIOD

The purpose of this public question/comment period is to provide an opportunity to members of the gallery to ask a question or comment on any items on the agenda. The total time for this period shall normally be 15 minutes. A person wishing to speak is requested by the Chairperson of the Board to state his/her name and provide, if possible, a written copy of the comments.

9. TRUSTEES QUERIES/COMMENTS

10. STAFF PRESENTATIONS

10.1 Superintendent of Schools/CEO: 2018 School Opening Report – Part 2
(information to be provided at meeting)

11. ACTION ITEMS

11.1 Audited Financial Statements Fiscal Year 2017/2018
Recommendation of the Finance and Audit Committee Meeting – September 19, 2018
Pg. 13 (*Attachment)*

RECOMMENDATION:
THAT: The Board of Education receive and approve the Audited Financial Statements Fiscal Year 2017/2018.

12. PUBLIC QUESTION/COMMENT PERIOD

This public question/comment period is to provide an opportunity to members of the gallery to ask a question or comment on any matter pertaining to public education.

13. INFORMATION ITEMS

13.1 Superintendent's Emergent Issues

13.2 School Community Plan Conversations (School Visits) – Proposed Timeline
(information to be provided at meeting)

13.3 Communication of Audit Results and Audited Financial Statements Fiscal Year 2017/2018
Referred from the Finance and Audit Committee Meeting – September 19, 2018
Pg. 54 (*Attachment)*

13.4 2017/2018 Financial Statement Discussion and Analysis Report
Referred from the Finance and Audit Committee Meeting – September 19, 2018
Pg. 69 (*Attachment)*

13.5 Rescheduling of Committee Meetings
Pg. 77 (*Attachment)*

13.6 Level 4 and 5 Field Study Summary – 2018/2019
Pg. 78 (*Attachment)*

13.7 General Statement – September 12, 2018
Pg. 83 (*Attachment)*

14. BOARD/DISTRICT COMMITTEE QUERIES/COMMENTS AND REPORTS

15. BOARD CORRESPONDENCE

Sent: J. Dais, September 13, 2018, Response to Building New Rutland Middle School

Received: S. Chambers, September 13, 2018, Support for Grade 4 Middle Entry French Immersion on the Westside

D. Gunn, September 15, 2018, Support for French Immersion on the Westside

D. Norgard, September 17, 2018, Support for a Second Cohort of French Immersion on the Westside

L. Meyer, September 20, 2018, Middle Entry French Immersion on the Westside

Summary of Copies of Letters received by the Board

N. Letnik, MLA, September 13, 2018, Building New Rutland Middle School

N. Letnik, MLA, September 15, 2018, Rutland Middle School Replacement

N. Letnik, MLA, September 17, 2018, Rutland Middle School

RECOMMENDATION:

THAT: At the September 26, 2018 Public Board Meeting, the Board receive the correspondence listed above.

16. ITEMS REQUIRING SPECIAL MENTION

17. BC PUBLIC SCHOOL EMPLOYERS' ASSOCIATION

18. BC SCHOOL TRUSTEES ASSOCIATION

19. FUTURE MEETINGS

19.1 REGULARLY SCHEDULED BOARD MEETINGS

Regular Public Board Meeting
Wednesday, October 10, 2018 at 6:00pm, Board Room Main at 1040 Hollywood Road South

Regular Public Board Meeting
Wednesday, October 24, 2018 at 6:00pm, Board Room Main at 1040 Hollywood Road South

19.2 BOARD STANDING COMMITTEE MEETINGS

Policy Committee
Wednesday, October 3, 2018 at 4:00pm, Board Room Main at 1040 Hollywood Road

Education and Student Services Committee
Wednesday, October 3, 2018 at 6:00pm, Board Room Main at 1040 Hollywood Road

19.3 BOARD MEETINGS WITH PARTNER AND COMMUNITY GROUPS

20. NOTICES OF MOTION

21. ITEMS FOR A FUTURE AGENDA

22. MEDIA QUESTIONS

23. ADJOURNMENT

BOARD OF EDUCATION PUBLIC MEETING MINUTES

Central Okanagan Public Schools
Together We Learn

(Second and fourth Wednesday of every month, except July and August, and the third Wednesday in March and the second Wednesday in December, at the School Board Office, at 6:00 PM.)

The Central Okanagan Board of Education acknowledged that this meeting was being held on the Traditional Territory of the Okanagan People.

DATE:	**Wednesday, September 12, 2018**
TIME:	**6:01 pm**
LOCATION:	**School Board Office** **1040 Hollywood Road S.** **Kelowna, BC**

In attendance:
Board of Education:
Trustee M. Baxter (Chairperson)
Trustee D. Butler
Trustee R. Cacchioni
Trustee J. Fraser
Trustee C. Gorman
Trustee L. Tiede

Absent:
Trustee L. Mossman

In attendance:
Staff:
K. Kaardal, Superintendent of Schools/CEO
E. Sadlowski, Secretary-Treasurer/CFO
T. Beaudry, Deputy Superintendent
L. Parker, Executive Assistant (*Recorder*)

Partner Group Representatives Attending:

COPAC	Nicole Garcia, Vice-President
COPVPA	Derek Lea, President
COTA	Susan Bauhart, President
CUPE	David Tether, President
DSC	No representative

ORDER
The meeting was called to order at 6:01 pm.

AGENDA
Additions/Amendments/Deletions

Amend	11.4	Action Item	Rescind Enhancement Agreement – Rose Valley Elementary School - Change date in recommendation from February 21 to April 25
Add	10.1	Staff Presentation	Superintendent of Schools/CEO: 2018 School Opening Report – Part 1 - Memo – Superintendent of Schools/CEO: School Opening Report – Part 1
Add	15.	Board Correspondence	Received: Minister R. Fleming, September 11, 2018, Response to Request for Coordination of Programs and Resources for Student Mental Health

Main
18P-097 MOVED by Trustee Tiede, SECONDED by Trustee Butler,
THAT: The Agenda for the September 12, 2018 Public Board Meeting be adopted as amended.
CARRIED

MINUTES

Public Board Meeting – June 27, 2018

Main
18P-098 MOVED by Trustee Butler, SECONDED by Trustee Fraser,
THAT: The Minutes of the Public Board Meeting of June 27, 2018 be adopted as presented.
CARRIED
ABSTAINED - Trustee Gorman

Special Public Board Meeting – August 1, 2018

Main
18P-099 MOVED by Trustee Gorman, SECONDED by Trustee Tiede,
THAT: The Minutes of the Special Public Board Meeting of August 1, 2018 be adopted as presented.
CARRIED

CENTRAL OKANAGAN PUBLIC SCHOOLS – "INSIDE 23"

Student Perspectives

Students In Attendance:
Tiernan Cassan, Kindergarten Student, École Peter Greer Elementary School
Emily Neid, Kindergarten Student, École Peter Greer Elementary School
Sydney Hillier, Grade 12 Student, Rutland Secondary School
Georgie Mooney, Grade 12 Student, Rutland Secondary School

Staff In Attendance:
Hugh Alexander, Principal, Rutland Secondary School
James Minkus, Principal, École Peter Greer Elementary School
Robyn Cassan, French Immersion Kindergarten Teacher, École Peter Greer Elementary School

The students spoke about their first week at school and the things they are most excited for. Grade 12 students Sydney and Georgie presented "pass the torch" gifts to Kindergarten students Tiernan and Emily.

INTRODUCTION / RECOGNITION

BC School Sports (BCSS) Honour Award

In Attendance:
Jill Voros, Vice-Principal, North Glenmore Elementary School

The Board of Education congratulated Jill Voros for receiving the 2018 BCSS Honour Award, which recognizes the top coach from around the province who has given their time to serve beyond the field.

DECLARATION

PRESENTATIONS

DELEGATIONS

6:28 pm: The meeting recessed.
6:31 pm: The meeting reconvened.

PUBLIC QUESTION/COMMENT PERIOD
The purpose of this public question/comment period is to provide an opportunity to members of the gallery to ask a question or comment on any items on the agenda. The total time for this period shall normally be 15 minutes. A person wishing to speak is requested by the Chairperson of the Board to state his/her name and provide, if possible, a written copy of the comments.

TRUSTEES QUERIES/COMMENTS

- Trustee Butler made a recommendation that Policy and Regulation 470 - Transportation Service Management be sent to the Policy Committee for review of walk limits.
  The Secretary-Treasurer/CFO stated that walk limits were set by the Ministry and changing them may affect funding for buses.
- Trustee Fraser questioned what tools were being used in classrooms for teachers to communicate with parents.
  The Superintendent of Schools/CEO stated that FreshGrade is being used by over 14,000 students, 13,000 parents and 750 teachers in the District. There is the Communicating Student Learning Committee (including teachers, principals and district staff) that presented a Communicating Student Learning document at the Education and Student Services Committee. If teachers choose not to use FreshGrade, the default reporting software is MyEdBC. The process of communicating student learning is set by legislation and the District is meeting all requirements.
  Trustee Baxter stated teachers have autonomy on whether to use FreshGrade to communicate with parents.
- Trustee Cacchioni stated that he would like to see the link to the lesson plan for the online privacy lessons resource that is available to teachers.
- Trustee Baxter questioned if a communication regarding transportation routes should go out to parents.
  The Superintendent of Schools/CEO stated that any issues currently experienced would likely be resolved before a communication could go out. Impacted families are being contacted. If issues are not resolved by the end of the week, the District will send out communication to parents.

STAFF PRESENTATIONS

Superintendent of Schools/CEO: 2018 School Opening Report – Part 1
The Superintendent of Schools/CEO presented the 2018 School Opening Report – Part 1. This Report covers the time period of July 1 through September 7, 2018 and provides an update regarding the first four days of the school year. Admin Council and schools in the District reported a smooth and orderly opening this year. To date, the majority of schools appear to be at projection. Once all of the adjustments are made, it is anticipated that the District will experience an overall increase in enrolment over the last year. Detailed enrolment numbers, organized by schools and zones, will be provided in Part 2 of the School Opening Report at the September 26th Public Board Meeting, as well as following the September 30th 1701 submission to the Ministry of Education. (The School Opening Report – Part 1 is available on the Central Okanagan Public Schools website.)

The report can be viewed on the District website under Documents and Publications.

ACTION ITEMS

Proposed Catchment Area Review – Bankhead Elementary and Watson Road Elementary Schools

Recommendation from the Planning and Facilities Committee Meeting – August 22, 2018:

Main
18P-100 MOVED by Trustee Gorman, SECONDED by Trustee Fraser,
THAT: Staff proceed with a Catchment Area Review for Bankhead Elementary and Watson Road Elementary Schools.

Amendment
18P-101 MOVED by Trustee Butler, SECONDED by Trustee Baxter,
THAT: Staff proceed with a Catchment Area Review for *Glenmore Elementary,* Bankhead Elementary and Watson Road Elementary Schools.
DEFEATED
Abstained: Trustee Fraser
Opposed: Trustee Cacchioni, Trustee Gorman, Trustee Tiede

It was noted that the recommendation from the Planning and Facilities Committee was due to a new subdivision being built in the Bankhead and Watson Road catchment areas, with some division through properties.

The question was called on Main Motion 18P-100:
THAT: Staff proceed with a Catchment Area Review for Bankhead Elementary and Watson Road Elementary Schools.
CARRIED

Proposed Catchment Area Review – Rutland Area Elementary Schools

Recommendation from the Planning and Facilities Committee Meeting – August 22, 2018:

Main
18P-102 MOVED by Trustee Gorman, SECONDED by Trustee Butler,
THAT: Staff proceed with a Catchment Area Review for Rutland area elementary schools.

It was noted that the original recommendation to the Planning and Facilities Committee was to define transportation eligibility in the Black Mountain and Ellison areas. Busing is not provided for Rutland elementary schools, so the need to create closed catchment areas was discussed.

Amendment
18P-103 MOVED by Trustee Gorman, SECONDED by Trustee Tiede,
THAT: Staff proceed with a Catchment Area Review for ~~Rutland area elementary schools~~ *Black Mountain Elementary and Ellison Elementary Schools*.
CARRIED
Opposed: Trustee Baxter, Trustee Butler

Main Motion 18P-102 as Amended by 18P-103:
THAT: Staff proceed with a Catchment Area Review for Black Mountain Elementary and Ellison Elementary Schools.
CARRIED
Opposed: Trustee Baxter, Trustee Butler

Annual Capital Plan Submission – Capital Plan Bylaw No. 2018/19-CPSD23-01

Recommendation from the Planning and Facilities Committee Meeting – August 22, 2018:

Main
18P-104 MOVED by Trustee Gorman, SECONDED by Trustee Fraser,
THAT: At the September 12, 2018 Public Board Meeting, the Board of Education give first, second and third readings to Capital Bylaw No. 18/19-CPSD23-01 Capital Plan 2018/19.
CARRIED

Main
18P-105 MOVED by Trustee Gorman, SECONDED by Trustee Fraser,
THAT: Capital Bylaw No. 2018/19-CPSD23-01 Capital Plan 2018/19 be read a first, second and third time, passed and adopted the 12th day of September, 2018.
CARRIED

<u>Rescind Enhancement Agreement – Rose Valley Elementary School</u>
Recommendation from the Planning and Facilities Committee Meeting – August 22, 2018:

Main
18P-106 MOVED by Trustee Gorman, SECONDED by Trustee Fraser,
THAT: The Board of Education rescind Public Board Meeting Motion 18P-058, as carried on April 25, 2018 due to the Parent Advisory Council (PAC) reaching an agreement for placement of a Gaga Ball Court on City of West Kelowna land:
"*The Board of Education enter into an Enhancement Agreement with the Rose Valley Elementary School PAC for the creation of a GaGa Ball Court, as attached to the Agenda and as presented at the April 25, 2018 Public Board Meeting.*"
CARRIED

<u>Property Bylaw No. 144 - FortisBC Energy Inc. Statutory Right-of-Way for Canyon Falls Middle School</u>
Recommendation from the Planning and Facilities Committee Meeting – August 22, 2018:

Main
18P-107 MOVED by Trustee Gorman, SECONDED by Trustee Fraser,
THAT: The Board of Education give first, second and third readings to School District No. 23 (Central Okanagan) Property Bylaw No. 144 at the September 12, 2018 Public Board Meeting.
CARRIED

Main
18P-108 MOVED by Trustee Gorman, SECONDED by Trustee Tiede,
THAT: School District No. 23 (Central Okanagan) Property Bylaw No. 144 (registration of a Statutory Right-of-Way) be read a first, second and third time and finally adopted the 12th day of September, 2018;

AND THAT: The Board of Education of School District No. 23 (Central Okanagan), hereinafter called "the Board", grant approval for registration of a Statutory Right-of-Way in favour of FortisBC Energy Inc. on Lot 1, District Lot 579, Plan EPP33403.
CARRIED

<u>Property Bylaw No. 145 - FortisBC Inc. Statutory Right-of-Way for Canyon Falls Middle School</u>
Recommendation from the Planning and Facilities Committee Meeting – August 22, 2018:

Main
18P-109 MOVED by Trustee Gorman, SECONDED by Trustee Fraser,
THAT: The Board of Education give first, second and third readings to School District No. 23 (Central Okanagan) Property Bylaw No. 145 at the September 12, 2018 Public Board Meeting.
CARRIED

Main
18P-110 MOVED by Trustee Gorman, SECONDED by Trustee Tiede,
THAT: School District No. 23 (Central Okanagan) Property Bylaw No. 145 (registration of a Statutory Right-of-Way) be read a first, second and third time and finally adopted the 12th day of September, 2018;

AND THAT: The Board of Education of School District No. 23 (Central Okanagan), hereinafter called "the Board", grant approval for registration of a Statutory Right-of-Way in favour of FortisBC Inc. on Lot 1, District Lot 579, Plan EPP33403.
CARRIED

Suspension of Board Policies - Inaugural And Annual General Meeting

The Secretary-Treasurer/CFO stated that there are two policies that require suspension to allow for the Inaugural Meeting to be held earlier due to an earlier election, and to also allow election of Board Standing Committee Chairpersons at a separate meeting.

Main
18P-111 MOVED by Trustee Tiede, SECONDED by Trustee Butler,

THAT: The Board of Education suspend Policy 115 - Inaugural and Annual Board Meetings to hold the Inaugural Meeting in November, and to have two separate meetings to deal with the initiation of the new Board as well as the annual business of the Board.

CARRIED

Main
18P-112 MOVED by Trustee Butler, SECONDED by Trustee Tiede,

THAT: The Board of Education suspend item 2.2 of Policy 140 – School Board Standing and Ad Hoc Committees to allow Standing Committee Chairpersons to be elected at the Public Board Meeting on November 14, 2018.

CARRIED

Main
18P-113 MOVED by Trustee Tiede, SECONDED by Trustee Butler,

THAT: The Inaugural Meeting is to be held on November 7, 2018 and supplemental business of the Board is to be dealt with at the Public Board Meeting on November 14, 2018.

CARRIED

Main
18P-114 MOVED by Trustee Gorman, SECONDED by Trustee Butler,

THAT: All Policies and Regulations dealing with the Inaugural Meeting, the Annual General Meeting and the initiation of a new Board be referred for review to the Policy Committee.

CARRIED

PUBLIC QUESTION/COMMENT PERIOD

This public question/comment period is to provide an opportunity to members of the gallery to ask a question or comment on any matter pertaining to public education.

Peter Pagliocchini: Mr. Pagliocchini commented on the timeline of building a new Rutland Middle School.
Trustee Baxter stated that the Board is working with the District and the Ministry to find land options for a new Rutland Middle School. The Ministry is the final deciding factor on District priorities.

Patty Weston: Ms. Weston questioned the amount that foreign students are required to pay.
Assistant Superintendent Dr. Oliver stated that foreign student tuition is approximately $13,500. After deducting homestay fees and medical premiums, the District receives around $8,000 to $9,000 per pupil to contribute towards educational programs.

INFORMATION ITEMS

Superintendent's Emergent Issues

None.

Signing of Agreement with French School District

The Superintendent of Schools/CEO stated that he will be travelling to Vancouver to sign the agreement with the new French government.

Month End Enrolment Report – June 2018
The Board reviewed the information.

Level 4 and 5 Field Study Summary – 2018/2019
The Board reviewed the information.

General Statement – June 27, 2018
The Board accepted the information.

BOARD/DISTRICT COMMITTEE QUERIES/COMMENTS AND REPORTS

BOARD CORRESPONDENCE

Sent: Ministries of Finance, Health, Children and Family Development and Mental Health and Addictions, July 9, 2018, Coordination of Programs and Resources for Student Mental Health
Honourable J. Horgan, July 9, 2018, Appreciation for Contribution to Peachland Elementary School's New Accessible Playground
Rutland Residents Association, August 24, 2018, Rutland Middle School

Received: **Correspondence Directed to the Board**
Minister R. Fleming, June 29, 2018, Thank you
P. Pagliocchini, July 3, 2018, Rutland Middle School Construction Concerns
G. Swan, BC School Trustee's Association President, July 12, 2018, Thank you for Renewing Membership
Minister R. Fleming, July 13, 2018, Funding Model Review Completion
Minister R. Fleming and Minister J. Darcy, August 1, 2018, School Community Mental Health Conference
H. Eisele, August 15, 2018, Transportation Concerns
S. Ooms, Executive Director, Primary Care Access, Ministry of Health, September 5, 2018, Lake Country Health Hub Feasibility Study
Minister R. Fleming, September 11, 2018, Response to Request for Coordination of Programs and Resources for Student Mental Health

Main
18P-115 MOVED by Trustee Fraser, SECONDED by Trustee Tiede,
THAT: At the September 12, 2018 Public Board Meeting, the Board receive the correspondence listed above.
CARRIED

ITEMS REQUIRING SPECIAL MENTION

- The link for the naming of Lake Country Middle School is posted on the District website.
- Friday night Varsity Football games have started:
  - 4:00 PM, September 21 – Kelowna Secondary School hosts Terry Fox Secondary School at the Apple Bowl
  - 4:00 PM, September 28 – Rutland Secondary School hosts Hamber Secondary School at the Apple Bowl
  - 6:30 PM, September 28 – Mount Boucherie Secondary School hosts Mission Secondary School at the Apple Bowl.
- The Aboriginal Education Program is hosting Family Fun Nights:
  - Westside: 5:30-7:30 PM, October 9th at Constable Neil Bruce Middle School
  - Rutland: 5:30-7:30 PM, October 10th at Springvalley Middle School
  - Central: 5:30-7:30 PM, October 11th at Dr. Knox Middle School

BC PUBLIC SCHOOL EMPLOYERS' ASSOCIATION

BC SCHOOL TRUSTEES ASSOCIATION

FUTURE MEETINGS

REGULARLY SCHEDULED BOARD MEETINGS

Regular Public Board Meeting
Wednesday, September 26, 2018 at 6:00 p.m., Board Room Main at 1040 Hollywood Road

Regular Public Board Meeting
Wednesday, October 10, 2018 at 6:00 p.m., Board Room Main at 1040 Hollywood Road

BOARD STANDING COMMITTEE MEETINGS

Finance and Audit Committee
Wednesday, September 19, 2018 at 4:00pm, Board Room Main at 1040 Hollywood Road

Planning and Facilities Committee
Wednesday, September 19, 2018 at 6:00pm, Board Room Main at 1040 Hollywood Road

BOARD MEETINGS WITH PARTNER AND COMMUNITY GROUPS

NOTICES OF MOTION

ITEMS FOR A FUTURE AGENDA

MEDIA QUESTIONS/COMMENTS

ADJOURNMENT: The Chairperson adjourned the meeting at 7:36 pm.

______________________________ ______________________________

Chairperson Secretary-Treasurer

Orange Shirt Day:

Orange Shirt Day is a legacy of the St. Joseph Mission (SJM) residential school commemoration event held in Williams Lake, BC, Canada, in the spring of 2013. It grew out of a story of one student having her shiny new orange shirt taken away on her first day of school at the Mission, and it has become an opportunity to keep the discussion on all aspects of residential schools happening annually. The date was chosen because it is the time of year in which children were taken from their homes to residential schools, and because it is an opportunity to set the stage for anti-racism and anti-bullying policies for the coming school year.

Orange Shirt Day is an opportunity for First Nations, local governments, schools and communities to come together in the spirit of reconciliation and hope for generations of children to come.

International Walk to School Day:

International Walk to School Day is a global event that involves communities from more than 40 countries walking and biking to school on the same day. It began in 1997 as a one-day event. Over time, this event has become part of a movement for year-round safe routes to school and a celebration – with record breaking participation – each October.

World Teachers' Day:

World Teachers' Day, also known as International Teachers Day, is held annually on October 5. Established in 1994, it commemorates the signing of the 1966 UNESCO/ILO Recommendation concerning the Status of Teachers, which is a standard-setting instrument that addresses the status and situations of teachers around the world. This recommendation outlines standards relating to education personnel policy, recruitment, and initial training as well as the continuing education of teachers, their employment, and working conditions. World Teachers' Day aims to focus on "appreciating, assessing and improving the educators of the world" and to provide an opportunity to consider issues related to teachers and teaching.

1040 Hollywood Rd. South, Kelowna, BC, V1X 4N2 | www.sd23.bc.ca | Phone (250) 860-8888 | Fax (250) 870-5056

Audited Financial Statements of

School District No. 23 (Central Okanagan)

June 30, 2018

School District No. 23 (Central Okanagan)
June 30, 2018

Table of Contents

School District No. 23 (Central Okanagan)

MANAGEMENT REPORT

Version: 8290-7544-5561

Management's Responsibility for the Financial Statements.

The accompanying financial statements of School District No. 23 (Central Okanagan) have been prepared by management in accordance with the accounting requirements of Section 23.1 of the Budget Transparency and Accountability Act of British Columbia, supplemented by Regulations 257/2010 and 198/2011 issued by the Province of British Columbia Treasury Board, and the integrity and objectivity of these statements are management's responsibility. Management is also responsible for all of the notes to the financial statements and schedules, and for ensuring that this information is consistent, where appropriate, with the information contained in the financial statements.

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

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

The Board of Education of School District No. 23 (Central Okanagan) (called the "Board") is responsible for ensuring that management fulfills its responsibilities for financial reporting and internal control and exercises these responsibilities through the Board. The Board reviews internal financial statements on a monthly basis and externally audited financial statements yearly.

The external auditors, Grant Thornton LLP, conduct an independent examination, in accordance with Canadian generally accepted auditing standards, and express their opinion on the financial statements. The external auditors have full and free access to financial management of School District No. 23 (Central Okanagan) and meet when required. The accompanying Independent Auditors' Report outlines their responsibilities, the scope of their examination and their opinion on the School District's financial statements.

On behalf of School District No. 23 (Central Okanagan)

Signature of the Chairperson of the Board of Education	Date Signed
Signature of the Superintendent	Date Signed
Signature of the Secretary Treasurer	Date Signed

Grant Thornton

Independent auditor's report

Grant Thornton LLP
200-1633 Ellis Street
Kelowna, BC
V1Y 2A8

T +1 250 712 6800
F +1 250 712 6850
www.GrantThornton.ca

To the Board of Education of
School District No. 23 (Central Okanagan) and the Ministry of Education

We have audited the accompanying financial statements of School District No. 23 (Central Okanagan), which comprise the statement of financial position as at June 30, 2018 and the statement of operations, statement of remeasurement gains and losses, statement of changes in net financial assets (debt) and statement of cash flows for the year then ended, and a summary of significant accounting policies and other explanatory information.

Management's responsibility for the financial statements

Management is responsible for the preparation of these financial statements in accordance with the accounting requirements of Section 23.1 of the Budget Transparency and Accountability Act of the Province of British Columbia and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's responsibility

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with Canadian generally accepted auditing standards. Those standards require that we comply with ethical requirements and plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the District's preparation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the District's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by management, as well as evaluating the presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Opinion

In our opinion, the financial statements of School District No. 23 (Central Okanagan) for the year ended June 30, 2018 are prepared, in all material respects, in accordance with the accounting requirements of Section 23.1 of the Budget Transparency and Accountability Act of the Province of British Columbia.

Emphasis of matter

Without modifying our opinion, we draw attention to Note 2 to the financial statements, which describes the basis of accounting and the significant differences between such basis of accounting and Canadian public sector accounting standards.

Other matters

Our audit was conducted for the purposes of forming an opinion on the financial statements taken as a whole. The supplementary information included in Schedules 1 through 4 is presented for purposes of additional information and is not a required part of the financial statements. Such information has been subject to the auditing procedures applied, only to the extent necessary to express an opinion in the audit of the financial statements taken as a whole.

Grant Thornton LLP

Kelowna, Canada
September 19, 2018

Chartered Professional Accountants

School District No. 23 (Central Okanagan)

Statement of Financial Position
As at June 30, 2018

	2018 Actual	2017 Actual
	$	$
Financial Assets		
Cash and Cash Equivalents (Note 3)	**34,086,861**	37,751,813
Accounts Receivable		
Due from Province - Ministry of Education	**3,299,399**	1,057,249
Other (Note 4)	**1,599,698**	1,076,900
Portfolio Investments	**12,851,508**	11,402,847
Total Financial Assets	**51,837,466**	51,288,809
Liabilities		
Accounts Payable and Accrued Liabilities		
Other (Note 5)	**13,894,386**	14,415,247
Unearned Revenue (Note 7)	**2,468,063**	2,390,176
Deferred Revenue (Note 8)	**3,950,547**	3,749,748
Deferred Capital Revenue (Note 9)	**186,474,275**	180,322,218
Employee Future Benefits (Note 10)	**9,584,436**	9,436,128
Other Liabilities (Note 11)	**9,454,077**	9,152,823
Total Liabilities	**225,825,784**	219,466,340
Net Financial Assets (Debt)	**(173,988,318)**	(168,177,531)
Non-Financial Assets		
Tangible Capital Assets (Note 12)	**288,668,213**	277,987,954
Prepaid Expenses (Note 13)	**161,627**	353,171
Supplies Inventory	**245,331**	196,259
Total Non-Financial Assets	**289,075,171**	278,537,384
Accumulated Surplus (Deficit)	**115,086,853**	110,359,853
Accumulated Surplus (Deficit) is comprised of:		
Accumulated Surplus (Deficit) from Operations	**114,335,875**	109,171,127
Accumulated Remeasurement Gains (Losses)	**750,978**	1,188,726
	115,086,853	110,359,853

Contractual Obligations (Note 20)

Contingent Liabilities (Note 21)

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

School District No. 23 (Central Okanagan)

Statement of Operations
Year Ended June 30, 2018

	2018 Budget	**2018 Actual**	2017 Actual
	$	**$**	$
Revenues			
Provincial Grants			
Ministry of Education	219,249,702	**215,504,211**	205,338,458
Other	604,928	**695,250**	698,577
Tuition	5,600,000	**5,886,182**	5,168,270
Other Revenue	9,716,281	**11,154,669**	10,253,268
Rentals and Leases	575,000	**613,124**	629,784
Investment Income	575,000	**950,891**	863,335
Gain (Loss) on Disposal of Tangible Capital Assets (Note 14)		**4,398,712**	1,400,113
Amortization of Deferred Capital Revenue	7,794,000	**8,192,707**	7,956,135
Total Revenue	244,114,911	**247,395,746**	232,307,940
Expenses			
Instruction	204,267,913	**198,957,506**	185,766,959
District Administration	5,950,004	**5,737,562**	5,344,439
Operations and Maintenance	35,051,246	**33,357,128**	33,756,108
Transportation and Housing	3,905,910	**4,178,802**	3,900,421
Total Expense	249,175,073	**242,230,998**	228,767,927
Surplus (Deficit) for the year	(5,060,162)	**5,164,748**	3,540,013
Accumulated Surplus (Deficit) from Operations, beginning of year		**109,171,127**	105,631,114
Accumulated Surplus (Deficit) from Operations, end of year		**114,335,875**	109,171,127

The accompanying notes are an integral part of these financial statements.

School District No. 23 (Central Okanagan)

Statement of Remeasurement Gains and Losses
Year Ended June 30, 2018

	2018 Actual	2017 Actual
	$	$
Accumulated Remeasurement Gains (Losses) at beginning of year	**1,188,726**	1,601,685
Unrealized Gains (Losses) attributable to:		
Portfolio Investments	**31,425**	138,450
Amounts Reclassified to the Statement of Operations:		
Portfolio Investments	**(469,173)**	(551,409)
Net Remeasurement Gains (Losses) for the year	**(437,748)**	(412,959)
Accumulated Remeasurement Gains (Losses) at end of year	**750,978**	1,188,726

The accompanying notes are an integral part of these financial statements.

School District No. 23 (Central Okanagan)

Statement of Changes in Net Financial Assets (Debt)
Year Ended June 30, 2018

	2018 Budget	**2018 Actual**	2017 Actual
	$	**$**	$
Surplus (Deficit) for the year	(5,060,162)	**5,164,748**	3,540,013
Effect of change in Tangible Capital Assets			
Acquisition of Tangible Capital Assets	(14,435,062)	**(24,575,113)**	(13,199,812)
Amortization of Tangible Capital Assets	12,400,000	**12,593,566**	12,589,228
Net carrying value of Tangible Capital Assets disposed of		**1,301,288**	299,887
Total Effect of change in Tangible Capital Assets	(2,035,062)	**(10,680,259)**	(310,697)
Acquisition of Prepaid Expenses		**(64,747)**	(332,608)
Use of Prepaid Expenses		**256,291**	64,068
Acquisition of Supplies Inventory		**(1,264,882)**	(1,181,121)
Use of Supplies Inventory		**1,215,810**	1,221,282
Total Effect of change in Other Non-Financial Assets	-	**142,472**	(228,379)
(Increase) Decrease in Net Financial Assets (Debt), before Net Remeasurement Gains (Losses)	(7,095,224)	**(5,373,039)**	3,000,937
Net Remeasurement Gains (Losses)		**(437,748)**	(412,959)
(Increase) Decrease in Net Financial Assets (Debt)		**(5,810,787)**	2,587,978
Net Financial Assets (Debt), beginning of year		**(168,177,531)**	(170,765,509)
Net Financial Assets (Debt), end of year		**(173,988,318)**	(168,177,531)

The accompanying notes are an integral part of these financial statements.

School District No. 23 (Central Okanagan)

Statement of Cash Flows
Year Ended June 30, 2018

	2018 Actual	2017 Actual
	$	$
Operating Transactions		
Surplus (Deficit) for the year	**5,164,748**	3,540,013
Changes in Non-Cash Working Capital		
Decrease (Increase)		
Accounts Receivable	**(2,764,948)**	(432,694)
Supplies Inventories	**(49,072)**	40,161
Prepaid Expenses	**191,544**	(268,540)
Increase (Decrease)		
Accounts Payable and Accrued Liabilities	**(520,861)**	3,408,721
Unearned Revenue	**77,887**	245,588
Deferred Revenue	**200,799**	93,922
Employee Future Benefits	**148,308**	196,879
Other Liabilities	**301,254**	474,911
Loss (Gain) on Disposal of Tangible Capital Assets	**(4,398,712)**	(1,400,113)
Amortization of Tangible Capital Assets	**12,593,566**	12,589,228
Amortization of Deferred Capital Revenue	**(8,192,707)**	(7,956,135)
Recognition of Deferred Capital Revenue Spent on Sites	**(27,241)**	
Total Operating Transactions	**2,724,565**	10,531,941
Capital Transactions		
Tangible Capital Assets Purchased	**(19,589,077)**	(9,772,445)
Tangible Capital Assets -WIP Purchased	**(4,986,036)**	(3,427,367)
District Portion of Proceeds on Disposal	**5,700,000**	1,700,000
Total Capital Transactions	**(18,875,113)**	(11,499,812)
Financing Transactions		
Capital Revenue Received	**14,372,005**	7,456,313
Total Financing Transactions	**14,372,005**	7,456,313
Investing Transactions		
Decrease in Remeasurement Gains (Losses)	**(437,748)**	(412,959)
(Investment in) Proceeds on Disposal of Portfolio Investments	**(1,448,661)**	707,691
Total Investing Transactions	**(1,886,409)**	294,732
Net Increase (Decrease) in Cash and Cash Equivalents	**(3,664,952)**	6,783,174
Cash and Cash Equivalents, beginning of year	**37,751,813**	30,968,639
Cash and Cash Equivalents, end of year	**34,086,861**	37,751,813
Cash and Cash Equivalents, end of year, is made up of:		
Cash	**19,317,179**	26,366,375
Cash Equivalents	**14,769,682**	11,385,438
	34,086,861	37,751,813

The accompanying notes are an integral part of these financial statements.

1. Authority and purpose

The School District, established on April 12, 1946, operates under the authority of the School Act of British Columbia as a corporation under the name of "The Board of Education of School District No. 23 (Central Okanagan)", and operates as "School District No. 23 (Central Okanagan)". A Board of Education (the "Board") elected for a four-year term governs the School District. The School District provides educational programs to students enrolled in schools in the District, and is principally funded by the Province of British Columbia through the Ministry of Education. School District No. 23 (Central Okanagan) is exempt from federal and provincial corporate income taxes.

2. Summary of significant accounting policies

(a) Basis of accounting

These financial statements have been prepared in accordance with Section 23.1 of the Budget Transparency and Accountability Act of the Province of British Columbia. This Section requires that the financial statements be prepared in accordance with Canadian public sector accounting standards except in regard to the accounting for government transfers as set out in the *"Deferred Revenue and Deferred Capital Revenue*" and *"Revenue Recognition"* notes below.

In November 2011, Treasury Board provided a directive through Restricted Contributions Regulation 198/2011 providing direction for the reporting of restricted contributions whether they are received or receivable by the School District before or after this regulation was in effect.

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

Year ended June 30, 2017 - decrease in annual surplus by	$ (1,611,712)
June 30, 2017 - increase in accumulated surplus & decrease in deferred contributions by	$ 179,127,551
Year ended June 30, 2018 - increase in annual surplus by	$ 4,833,032
June 30, 2018 - increase in accumulated surplus & decrease in deferred contributions by	$ 183,960,583

2. Summary of significant accounting policies (*continued*)

(b) Cash and cash equivalents

Cash and cash equivalents include cash balances, term deposits and bonds that are readily convertible to known amounts of cash and that are subject to an insignificant risk of change in value. These cash equivalents generally have a maturity of three months or less when purchased and are held for the purpose of meeting short term cash commitments rather than for investing.

(c) Portfolio investments

The School District has investments in provincial, municipal and corporate bonds which have original terms to maturity of greater than three months at the time of acquisition. Bonds not quoted in an active market are reported at cost or amortized cost.

Portfolio investments in bond instruments that are quoted in an active market are recorded at fair value and the associated transaction costs are expensed upon initial recognition. The change in the fair value is recognized in the Statement of Remeasurement Gains and Losses as a remeasurement gain or loss until the portfolio investments are realized on disposal. Upon disposal, any accumulated remeasurement gains or losses associated with the portfolio investments are reclassified to the Statement of Operations.

Impairment is defined as a loss in value of a short term investment that is other than a temporary decline and is included in the Statement of Operations. In the case of an item in the fair value category, a reversal of any net remeasurement gains recognized in previous reporting periods up to the amount of the write-down is reported in the Statement of Remeasurement Gains and Losses. The loss is not reversed if there is a subsequent increase in value.

(d) Accounts receivable

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

(e) Prepaid expenses

Prepaid expenses include licenses, deposits and software maintenance contracts that are valued at acquisition cost. Prepaid expenses are charged to expense over the periods expected to benefit from it.

(f) Supplies inventory

Supplies inventory held for consumption or use include school supplies and are recorded at the lower of historical cost and replacement cost.

(g) Tangible capital assets

The following criteria apply:

- Tangible capital assets acquired and constructed are recorded at cost and include donated tangible capital assets which are recorded at their fair market value on the date of donation.
- Work-in-progress is recorded as an acquisition to the applicable asset class at substantial completion.
- Sites and buildings that no longer contribute to the ability of the School District to provide services are written-down to residual value.

2. Summary of significant accounting policies (*continued*)

(g) Tangible capital assets *(continued)*

- Tangible capital assets acquired or constructed are recorded at cost which includes amounts that are directly related to the acquisitoin, design, construction, development, improvement or betterment of the assets. Costs also include overhead directly attributable to construction.
- Donated tangible capital assets are recorded at their fair market value on the date of donation, except in circumstances where fair value cannot be reasonably determined, which are then recognized at nominal value.
- Work in progress is recorded as an acquisition to the applicable asset class at substantial completion.
- Transfers of capital assets from related parties are recorded at carrying value.
- Tangible capital assets are written down to residual value when conditions indicate they no longer contribute to the ability of the School District to provide services or when the value of future economic benefits associated with the tangible capital assets are less than their net book value. The write-downs are accounted for as expenses in the Statement of Operations.
- Buildings that are demolished or destroyed are written off. Disposals sites or buildings are recorded and gains/losses calculated.
- Amortization is recorded on a straight-line basis over the estimated useful life of the tangible capital asset. It is management's responsibility to determine the appropriate useful lives for capital assets. These useful lives are reviewed on a regular basis or if significant events initiate the need to revise. Estimated useful lives are as follows:

Buildings	40 years
Computer hardware	5 years
Computer software	5 years
Furniture and equipment	10 years
Vehicles	10 years

(h) Unearned revenue

Unearned revenue includes tuition fees received for courses to be delivered in future periods and receipt of proceeds for services to be delivered in a future period. Revenue will be recognized in that future period when the courses or services are provided.

(i) Deferred revenue and deferred capital revenue

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

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

2. Summary of significant accounting policies (*continued*)

(j) Employee future benefits

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

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

The most recent valuation of the obligation was performed at March 31, 2016 and projected to March 31, 2019. The next valuation will be performed at March 31, 2019 for use at June 30, 2019. For the purposes of determining the financial position of the plans and the employee future benefit costs, a measurement date of March 31 was adopted for all periods subsequent to July 1, 2004.

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

(k) Asset retirement obligations

Liabilities are recognized for statutory, contractual or legal obligations associated with the retirement of tangible capital assets when those obligations result from the acquisition, construction, development or normal operation of the assets. The obligations are measured initially at fair value, determined using present value methodology, and the resulting costs capitalized into the carrying amount of the related tangible capital asset. In subsequent periods, the liability is adjusted for accretion and any changes in the amount or timing of the underlying future cash flows. The capitalized asset retirement cost is amortized on the same basis as the related asset and accretion expense is included in the Statement of Operations.

(l) Liability for contaminated sites

Contaminated sites are a result of contamination being introduced into air, soil, water or sediment of a chemical, organic or radioactive material or live organism that exceeds an environmental standard. The liability is recorded net of any expected recoveries. A liability for remediation of contaminated sites is recognized when a site is not in productive use and all the following criteria are met:

- an environmental standard exists;
- contamination exceeds the environmental standard;
- the School District:
    - is directly responsible; or
    - accepts responsibility;
- it is expected that future economic benefits will be given up; and
- a reasonable estimate of the amount can be made.

2. Summary of significant accounting policies (*continued*)

(l) Liability for contaminated sites *(continued)*

The liability is recognized as management's estimate of the cost of post-remediation including operation, maintenance and monitoring that are an integral part of the remediation strategy for a contaminated site.

(m) Revenue recognition

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

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

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

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

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

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

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

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

2. Summary of significant accounting policies (*continued*)

(n) Expenditures

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

- Categories of salaries
  - Principals, Vice Principals and Directors of Instruction employed under an administrative officer contract are categorized as Principals and Vice-Principals.
  - Superintendents, Assistant Superintendents, Secretary Treasurers, Trustees and any other employees excluded from union contract are categorized as Other Professionals.
- Allocation of costs
  - Operating expenses are reported by function, program and object. Whenever possible, expenditures are determined by actual identification. Additional costs pertaining to specific instructional programs such as special and aboriginal education are allocated to these programs. All other costs are allocated to regular programs.
  - Actual salaries of personnel assigned by two or more functions or programs are allocated based on the time spent in each function and program. School based clerical salaries are allocated to school administration and partially to other programs to which they may be assigned. Principals and Vice-Principals salaries are allocated to school administration and may be partially allocated to other programs to recognize their other responsibilities.
  - Employee benefits are allocated to the same programs, and in the same proportions, as the individual's salary.
  - Supplies and services are allocated based on actual program identification.

(o) Financial instruments

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

The School District's financial instruments consist of cash and cash equivalents, accounts receivable, portfolio investments, accounts payable and accrued liabilities and other liabilities. Unless otherwise noted, it is management's opinion that the School District is not exposed to significant credit, liquidity or market risks arising from these financial instruments. The fair value of these financial instruments approximate their carrying values, unless otherwise noted.

Except for portfolio investments in equity instruments quoted in an active market that are recorded at fair value, all financial assets and liabilities are recorded at cost or amortized cost and the associated transaction costs are added to the carrying value of these investments upon initial recognition. Transaction costs are incremental costs directly attributable to the acquisition or issue of a financial asset or a financial liability.

Unrealized gains and losses from changes in the fair value of financial instruments are recognized in the Statement of Remeasurement Gains and Losses. Upon settlement, the cumulative gain or loss is reclassified from the Statement of Remeasurement Gains and Losses and recognized in the Statement of Operations.

2. Summary of significant accounting policies (*continued*)

(o) Financial instruments *(continued)*

All financial assets are tested annually for impairment. When financial assets are impaired, impairment losses are recorded in the Statement of Operations. A write-down of a short term investment to reflect a loss in value is not reversed for a subsequent increase in value.

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

(p) Measurement uncertainty

Preparation of financial statements in accordance with the *"Basis of Accounting"* note above requires management to make estimates and assumptions that impact reported amounts for assets and liabilities at the date of the financial statements and revenues and expenses during the reporting periods. Significant areas requiring the use of management estimates relate to the potential impairment of assets, rates for amortization and estimated employee future benefits. Actual results could differ from those estimates.

(q) Funds and reserves

Certain amounts, as approved by the Board, are set aside in accumulated surplus for future operating and capital purposes. Transfers to and from funds and reserves are an adjustment to the respective fund when approved (see the "*Internally Restricted Surplus - Operating Fund*" and "*Interfund Transfers*" notes below).

3. Cash and cash equivalents

Included in cash and cash equivalents are funds in the amount of $266,244 (2017 - $126,873), restricted and paid out to staff who contribute and take part in the District's self-funded deferred salary leave plan.

Also included in cash and cash equivalents are funds in the amount of $7,909,361 (2017 - $7,241,200), restricted and paid out to teachers who contribute and take part in the District's self-funded summer saving plan.

4. Accounts receivable - other

	2018	2017
GST rebate	$ 301,727	$ 244,447
Invoices receivable	326,570	328,821
Long term receivable	71,908	86,302
Other receivable	899,493	417,330
Total accounts receivable - other	**$ 1,599,698**	**$ 1,076,900**

5. Accounts payable and accrued liabilities - other

		2018		2017
Trade	$	3,701,154	$	2,196,570
International Education		1,406,212		1,137,576
Summer Savings program		7,909,361		7,241,200
Deferred Salary Leave program		266,244		126,873
Due to administration building contractor		-		2,482,016
Ministry of Education enrolment audit recovery		-		374,434
Miscellaneous		611,415		856,578
Total accounts payable and accrued liabilities - other	**$**	**13,894,386**	**$**	**14,415,247**

6. Bank loans

The School District has a revolving demand operating credit facility with the Royal Bank of Canada in the amount of $5,000,000. The facility is secured by a certified copy of a resolution permitting short term borrowings up to $5,000,000 under Section 139 of the School Act approved by the Board of Education of the School District. The amounts are repayable on demand and bear interest at the bank's prime lending rate. At June 30, 2018 the balance outstanding under this credit facility was $nil (2017 – $nil).

7. Unearned revenue

		2018		2017
Balance, beginning of year	$	2,390,176	$	2,144,588
Changes for the year;				
Increase:				
Transportation fees		57,290		140,551
Tuition fees		4,527,283		4,277,085
Other		14,833		11,898
		4,599,406		4,429,534
Decrease:				
Transportation fees		(140,551)		(287,709)
Tuition fees		(4,369,070)		(3,881,216)
Other		(11,898)		(15,021)
		(4,521,519)		(4,183,946)
Balance, end of year	**$**	**2,468,063**	**$**	**2,390,176**

		2018		2017
Unearned revenue comprised of:				
Transportation fees	$	57,290	$	140,550
Tuition fees		2,395,940		2,237,728
Other		14,833		11,898
	$	**2,468,063**	**$**	**2,390,176**

8. Deferred revenue

Deferred revenue includes unspent grants and contributions received that meet the description of a restricted contribution in the Restricted Contributions Regulation 198/2011 issued by Treasury Board, i.e., the stipulations associated with those grants and contributions have not yet been fulfilled. Detailed information about the changes in deferred revenue is included in Schedule 3A.

	2018	2017
Balance, beginning of year	$ 3,749,748	$ 3,655,826
Contributions received during the year	24,881,699	16,311,778
Revenue recognized from deferred contributions	(24,680,900)	(16,217,856)
	200,799	93,922
Balance, end of year	**$ 3,950,547**	**$ 3,749,748**

9. Deferred capital revenue

Deferred capital revenue includes grants and contributions received that are restricted by the contributor for the acquisition of tangible capital assets that meet the description of a restricted contribution in the Restricted Contributions Regulation 198/2011 issued by Treasury Board. Once spent, the contributions are amortized into revenue over the life of the asset acquired. Detailed information about the changes in deferred capital revenue is included in Schedule 4C and 4D.

	2018	2017
Balance, beginning of year	$ 180,322,218	$ 180,822,040
Contributions received during the year	14,337,644	7,456,222
Investment income	34,361	91
Revenue recognized from deferred contributions	(8,192,707)	(7,956,135)
Site purchases	(27,241)	-
Balance, end of year	**$ 186,474,275**	**$ 180,322,218**

10. Employee future benefits

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

10. Employee future benefits *(continued)*

		2018		2017
Reconciliation of accrued benefit obligation				
Accrued benefit obligation - April 1	$	8,653,674	$	9,007,221
Service cost		708,445		709,320
Interest cost		244,205		228,617
Benefit payments				
April 1 to March 31 - vested		(850,906)		(378,031)
April 1 to March 31 - non vested		(60,537)		(71,836)
Actuarial (gain) loss		(49,464)		(841,617)
Accrued benefit obligation - March 31	$	8,645,417	$	8,653,674
Reconciliation of funded status at end of fiscal year				
Accrued benefit obligation - March 31	$	(8,645,417)	$	(8,653,674)
Employer contributions after measurement date		235,269		408,772
Benefit expense after measurement date - April to June 30		(243,730)		(238,163)
Unamortized net actuarial (gain)/loss		(930,558)		(953,063)
Accrued benefit obligation - June 30	$	(9,584,436)	$	(9,436,128)
Reconciliation of change in accrued benefit liability				
Accrued benefit liability - July 1	$	9,436,128	$	9,239,249
Net expense for fiscal year		886,248		956,411
Employer contributions				
July 1 to March 31		(502,671)		(350,760)
April 1 to June 30		(235,269)		(408,772)
Accrued benefit liability - June 30	**$**	**9,584,436**	**$**	**9,436,128**
Components of net benefit expense				
Service cost - July 1 to March 31		531,334		531,990
Service cost - April 1 to June 30		182,294		177,112
Interest cost - July 1 to March 31		183,154		171,462
Interest cost - April 1 to June 30		61,435		61,051
Amortization of net actuarial (gain)/loss		(71,969)		14,796
Net benefit expense	**$**	**886,248**	**$**	**956,411**

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

	2018	2017
Discount rate - April 1	2.75%	2.50%
Discount rate - March 31	2.75%	2.75%
Long term salary growth - April 1	2.50% + seniority	2.50% + seniority
Long term salary growth - March 31	2.50% + seniority	2.50% + seniority
Expected avg. remaining service lifetime (EARSL) - March 31	9.7	9.7

11. Other liabilities

	2018	2017
Accrued vacation payable	$ 1,302,705	$ 1,233,945
Benefits payable	6,976,235	6,818,662
Wages payable	694,713	681,496
Other payables	480,424	418,720
Total other liabilities	**$ 9,454,077**	**$ 9,152,823**

12. Tangible capital assets

	2018	2017
Net Book Value		
Sites	$ 53,782,634	$ 54,631,250
Buildings	210,494,440	203,063,564
Buildings - WIP	4,986,036	3,427,367
Computer hardware	9,132,134	7,212,534
Computer software	22,031	26,170
Furniture & equipment	5,837,869	5,080,032
Vehicles	4,413,069	4,547,037
Total	**$ 288,668,213**	**$ 277,987,954**

	Balance at July 1, 2017	Additions	Disposals	Net WIP Transfer	Balance at June 30, 2018
Cost					
Sites	$ 54,631,250	$ 82,963	$ (931,579)	$ -	$ 53,782,634
Buildings	362,718,161	12,528,032	(660,385)	3,427,367	378,013,175
Buildings - WIP	3,427,367	4,986,036	-	(3,427,367)	4,986,036
Computer hardware	13,099,980	4,539,596	(3,306,359)	-	14,333,217
Computer software	46,718	5,206	(19,083)	-	32,841
Furniture & equipment	10,458,463	1,803,684	(1,434,024)	-	10,828,123
Vehicles	7,635,653	629,596	(1,016,012)	-	7,249,237
Total	**$ 452,017,592**	**$ 24,575,113**	**$ (7,367,442)**	**$ -**	**$ 469,225,263**
Acc. Amortization					
Buildings	$ 159,654,597	$ 8,154,814	$ (290,676)	$ -	$ 167,518,735
Computer hardware	5,887,446	2,619,996	(3,306,359)	-	5,201,083
Computer software	20,549	9,344	(19,083)	-	10,810
Furniture & equipment	5,378,431	1,045,847	(1,434,024)	-	4,990,254
Vehicles	3,088,615	763,565	(1,016,012)	-	2,836,168
Total	**$ 174,029,638**	**$ 12,593,566**	**$ (6,066,154)**	**$ -**	**$ 180,557,050**

12. Tangible capital assets *(continued)*

	Balance at July 1, 2016	Additions	Disposals	Balance at June 30, 2017
Cost				
Sites	$ 54,787,848	$ 143,289	$ (299,887)	$ 54,631,250
Buildings	357,088,249	5,629,912	-	362,718,161
Buildings - WIP	-	3,427,367	-	3,427,367
Computer hardware	14,153,101	1,842,204	(2,895,325)	13,099,980
Computer software	92,633	14,429	(60,344)	46,718
Furniture & equipment	10,733,039	690,310	(964,886)	10,458,463
Vehicles	6,223,568	1,452,301	(40,216)	7,635,653
Total	**$ 443,078,438**	**$ 13,199,812**	**$ (4,260,658)**	**$ 452,017,592**
Acc. Amortization				
Buildings	$ 151,610,177	$ 8,044,420	$ -	$ 159,654,597
Computer hardware	5,952,151	2,830,620	(2,895,325)	5,887,446
Computer software	62,365	18,527	(60,344)	20,548
Furniture & equipment	5,270,013	1,073,304	(964,886)	5,378,431
Vehicles	2,506,475	622,357	(40,216)	3,088,616
Total	**$ 165,401,181**	**$ 12,589,228**	**$ (3,960,771)**	**$ 174,029,638**

Buildings - WIP having a value of $4,986,036 (2017 - $3,427,267) has not been amortized. Amortization of these assets will commence when the assets are put in service.

During the year, the District substantially completed building the new school board office which was funded by the sale of the existing board office, Annual Facilities funding, local capital and future land sales.

13. Prepaid expenses

	2018	2017
Prepaid software licensing, deposits and classroom equipment	**$ 161,627**	**$ 353,171**

14. Disposal of site

During the year, the School District disposed of one piece of property located on Underhill Street in Kelowna, BC. This property was owned by the independent Kelowna School District and transferred to the District upon incorporation in 1946. As such, the purchase was fully funded by the District and the corresponding gain on disposal has been recorded in local capital. Details of the recording of the disposition is as follows:

Proceeds	$	5,700,000
Net book value		(1,301,288)
Gain on sale of property	**$**	**4,398,712**

15. Employee pension plans

The School District and its employees contribute to the Teachers' Pension Plan and Municipal Pension Plan, jointly trusteed pension plans. The boards of trustees for these plans represent plan members and employers, and are responsible for the management of the pension plan including investment of the assets and administration of benefits. The pension plans are multi-employer defined benefit pension plans. Basic pension benefits provided are based on a formula. As at December 31, 2016, the Teachers' Pension Plan has about 45,000 active members from school districts and approximately 37,000 retired members from school districts. As at December 31, 2016, the Municipal Plan has about 193,000 active contributors, of which approximately 24,000 are from school districts.

Every three years, an actuarial valuation is performed to assess the financial position of the plans and the adequacy of plan funding. The actuary determines an appropirate combined employer and member contribution rate to fund the plans. The actuary's calculated contribution rate is based on the entry age normal cost method, which produces the long term rate ofmember and emplooyer contributions sufficeint to provide benefits for average future entrants to the plans. This rate may be adjusted for the amortization of any actuarial funding surplus and will be adjusted for the amortization of any unfunded actuarial liability. The most recent valuation of the Teachers' Pension Plan as at December 31, 2014 indicated a $449 million surplus for basic pension benefits on a going concern basis. As a result of the 2014 basic account actuarial valuation surplus and sursuant to the joint trustee agreement, the employer basic contribution rate decreased. The next valuation for the Teachers' Pension Plan will be as at December 31, 2017, with results available in 2018.

The most recent valuation for the Municipal Pension Plan as at December 31, 2015 indicated a $2,224 million funding surplus for basic pension benefits on a going concern basis. As a result of the 2015 basic account actuarial valuation surplus and pursuant to the joint trustee agreement, $1,927 million was transferred to the rate stabilization account and $297 million of the surplus ensured the reuqired contribution rate remained unchanged. The next valuation will be as at December 31, 2018 with results available in 2019.

Employers participating in the plan record their pension expense as the amount of employer contributions made during the year (defined contribution pension plan accounting). This is because the plan records accrued liabilities and accrued assets for the plan in aggregate with the result that there is no consistent and reliable basis for allocating the obligation, assets and cost to individual employers participating in the plan. The School District paid $19,220,290 (2017 - $17,788,215) for employer contributions to these plans in the year ended June 30, 2018.

16. Internally restricted surplus - operating fund

	2018	2017
Internally restricted (appropriated) by Board for:		
Appropriated for next year's budget	$ 2,917,346	$ 2,610,224
Net school surpluses	1,080,305	1,471,330
Student learning grant	-	745,060
Targeted aboriginal program	402,302	252,237
CUPE training funds	164,119	177,563
Comprehensive privacy and security foundation	100,000	-
Energy manager shared service program	82,205	161,269
Trades grant	27,075	142,532
WCB core audit funds	39,000	54,000
Trustee travel	33,928	30,200
Active kids grant	-	20,699
International field trip	23,400	-
Subtotal (internally restricted)	4,869,680	5,665,114
Unrestricted operating surplus	2,519,656	2,233,445
Total available for future operations	**$ 7,389,336**	**$ 7,898,559**

17. Expense by object

	2018	2017
Salaries and benefits	$ 197,519,799	$ 185,583,184
Services and supplies	32,117,633	30,595,517
Amortization on tangible capital assets	12,593,566	12,589,226
Total expenses by object	**$ 242,230,998**	**$ 228,767,927**

18. Interfund transfers

Inter-fund transfers between operating, special purpose and capital funds are for the year ended June 30, 2018 were as follows:

- Transfers in the amount of $567,351 (2017 - $663,684) were made from the Special Purpose Funds to the Capital Fund for capital asset purchases funded by the Special Purpose Funds.
- Transfers in the amount of $1,050,069 (2017 - $1,166,901) were made from the Operating Fund to the Capital Fund for capital asset purchases funded by the Operating Fund.
- Transfers in the amount of $4,000,000 (2017 - $2,627,415) were made from Local Capital within the Operating fund to the Capital Fund for capital asset purchases funded by Local Capital.

19. Related party transactions

The School District is related through common ownership to all Province of British Columbia ministries, agencies, school districts, health authorities, colleges, universities, and crown corporations.

Transactions with all of these entities, unless disclosed separately, are generally considered to be in the normal course of operations and are recorded at the exchange amount.

20. Contractual obligations

During the year, the School District has entered into several contractual obligations including:

- Construction contracts, relating to new middle schools in both the upper Mission and Lake Country, as well, bus and Annual Facilities purchases, resulting in commitments of $61,687,838 at June 30, 2018 (2017 - $45,033,744).
- These commitments will be funded by bylaw capital through the Province of British Columbia and will become liabilities in the future when the terms of the contracts are met.

21. Contingencies

The School District is involved in certain legal actions. Some of these legal actions are managed and covered by the School District, School's Protection Program. The outcome of these matters cannot be determined at this time. In the event that any claims are successful, it is management's opinion that the settlements of such claims would not have a material effect on the financial position of the School District. The resulting loss to the School District, if any, will be recorded in the period in which it is determinable.

Legal liabilities may exist for the removal or disposal of asbestos in schools that will undergo major renovations or demolition. As at June 30, 2018, the liability is not reasonably determinable and accordingly, the fair value of the liability for asbestos removal or disposal will be recognized in the period in which it is incurred.

The School District has three letters of credit with the Royal Bank of Canada in the amounts of $17,550 and $428,172, both payable to the City of Kelowna, and $35,000, payable to the Rutland Waterworks District. The City of Kelowna letter of credits are required in connection with the completion of works and service as well as landscaping relating to the new administation office located at 1040 Hollywood Road. These letter of credits were issued on July 29, 2016 and December 6, 2017 respectively. The $17,550 letter of credit was reduced to $1,000 on June 11, 2018. The Rutland Waterworks District letter of credit was necessary to cover hydrant installation and geoexchange improvements for the new administration office as well and was issued on April 5, 2017.

22. Subsequent event

Subsequent to June 30, 2018, the School District disposed of property located on Berry Road in the District of Lake Country fof $1,875,000. The land and building was funded by both the District and Ministry of Education so the corresponding gain on disposal will be recorded in both Ministry of Education restricted capital (75%) and local capital (25%).

23. Risk management

The School District has exposure to the following risks from its use of financial instruments: credit risk, market risk and liquidity risk. The Board ensures that the School District has identified its risks and ensures that management monitors and controls them.

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

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

It is management's opinion that the School District is not exposed to significant credit risk associated with its cash deposits and investments as they are placed with the Royal Bank of Canada and the School District invests solely in fixed income and money market securities. All bonds must have a 'BBB' or better credit rating.

Market risk
Market risk is the risk that the fair value or future cash flows of a financial instrument will fluctuate because of changes in market prices. Market risk is comprised of currency risk and interest rate risk.

Currency risk is the risk that the fair value or future cash flows of a financial instrument will fluctuate because of changes in the foreign exchange rates. It is management's opinion that the School District is not exposed to significant currency risk, as amounts held and purchases made in foreign currency are insignificant.

Interest rate risk is the risk that the fair value or future cash flows of a financial instrument will fluctuate because of changes in the market interest rates. The School District is exposed to interest rate risk through its cash and cash equivalents and portfolio investments. It is management's opinion that the School District is not exposed to significant interest rate risk as they invest solely in fixed income and money market securities.

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

The School District manages liquidity risk by continually monitoring actual and forecasted cash flows from operations and anticipated investing activities to ensure, as far as possible, that it will always have sufficient liquidity to meet its liabilities when due, under both normal and stressed conditions, without incurring unacceptable losses or risking damage to the School District's reputation. It is management's opinion that the School District is not exposed to significant liquidity risk, as cash flows are guaranteed by the Ministry of Education.

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

24. Economic dependence

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

25. Comparative figures

Certain of the prior year's figures have been reclassified to conform with the current year's presentation.

26. Budget figures

Budget figures included in the financial statements are the original planned budget approved by the Board through the adoption of an annual budget on June 28, 2017. While PSAS require the presentation of the originally planned budget, an amended budget based on more accurate enrollment numbers was approved by the Board and filed with the Ministry of Education on February 14, 2018. Significant changes between the original and amended budget are as follows:

	Amended Annual Budget	Annual Budget	Change
Revenue			
Provincial Grants	$ 215,583,258	$ 219,854,630	$ 4,271,372
Tuition	5,600,000	5,600,000	-
Other Revenue	10,484,131	10,291,281	(192,850)
Investment Income	675,000	575,000	(100,000)
Amortization of Deferred Cap Revenue	7,794,000	7,794,000	-
Total Revenue	**$ 240,136,389**	**$ 244,114,911**	**$ 3,978,522**
Expense			
Instruction	$ 199,908,824	$ 204,267,913	$ 4,359,089
District Administration	6,019,335	5,950,004	(69,331)
Operations and Maintenance	35,483,725	35,051,246	(432,479)
Transportation and Housing	3,941,432	3,905,910	(35,522)
Total Expense	**$ 245,353,316**	**$ 249,175,073**	**$ 3,821,757**
Net Revenue (Expense)	**$ (5,216,927)**	**$ (5,060,162)**	**$ 156,765**
Budget Allocation of Surplus (Deficit)	5,665,114	5,214,224	(450,890)
Budget Surplus (Deficit), for the year	**$ 448,187**	**$ 154,062**	**$ (294,125)**

School District No. 23 (Central Okanagan)

Schedule of Changes in Accumulated Surplus (Deficit) by Fund
Year Ended June 30, 2018

	Operating Fund	Special Purpose Fund	Capital Fund	2018 Actual	2017 Actual
	$	$	$	$	$
Accumulated Surplus (Deficit), beginning of year	7,898,559		101,272,568	**109,171,127**	105,631,114
Changes for the year					
Surplus (Deficit) for the year	4,540,846	567,351	56,551	**5,164,748**	3,540,013
Interfund Transfers					
Tangible Capital Assets Purchased	(1,050,069)	(567,351)	1,617,420	**-**	
Local Capital	(4,000,000)		4,000,000	**-**	
Net Changes for the year	**(509,223)**	**-**	**5,673,971**	**5,164,748**	**3,540,013**
Accumulated Surplus (Deficit), end of year - Statement 2	**7,389,336**	**-**	**106,946,539**	**114,335,875**	109,171,127
Accumulated Remeasurement Gains (Losses) - Statement 3	750,978			**750,978**	1,188,726
	8,140,314	**-**	**106,946,539**	**115,086,853**	110,359,853

000040

School District No. 23 (Central Okanagan)

Schedule of Operating Operations
Year Ended June 30, 2018

	2018 Budget	**2018 Actual**	2017 Actual
	$	**$**	$
Revenues			
Provincial Grants			
Ministry of Education	201,610,204	**198,814,251**	196,335,998
Other	604,928	**695,250**	698,577
Tuition	5,600,000	**5,886,182**	5,168,270
Other Revenue	2,416,281	**3,049,887**	3,011,687
Rentals and Leases	575,000	**613,124**	629,784
Investment Income	550,000	**859,731**	771,678
Total Revenue	211,356,413	**209,918,425**	206,615,994
Expenses			
Instruction	180,465,617	**174,843,957**	170,219,569
District Administration	5,950,004	**5,737,562**	5,344,439
Operations and Maintenance	22,651,246	**20,617,258**	21,022,149
Transportation and Housing	3,905,910	**4,178,802**	3,900,421
Total Expense	212,972,777	**205,377,579**	200,486,578
Operating Surplus (Deficit) for the year	(1,616,364)	**4,540,846**	6,129,416
Budgeted Appropriation (Retirement) of Surplus (Deficit)	5,214,224		
Net Transfers (to) from other funds			
Tangible Capital Assets Purchased	(1,019,447)	**(1,050,069)**	(1,166,901)
Local Capital	(2,578,413)	**(4,000,000)**	(2,627,415)
Total Net Transfers	(3,597,860)	**(5,050,069)**	(3,794,316)
Total Operating Surplus (Deficit), for the year	-	**(509,223)**	2,335,100
Operating Surplus (Deficit), beginning of year		**7,898,559**	5,563,459
Operating Surplus (Deficit), end of year		**7,389,336**	7,898,559
Operating Surplus (Deficit), end of year			
Internally Restricted (Note 16)		**4,869,680**	5,665,114
Unrestricted		**2,519,656**	2,233,445
Total Operating Surplus (Deficit), end of year		**7,389,336**	7,898,559

School District No. 23 (Central Okanagan)

Schedule of Operating Revenue by Source
Year Ended June 30, 2018

	2018 Budget	**2018 Actual**	2017 Actual
	$	**$**	$
Provincial Grants - Ministry of Education			
Operating Grant, Ministry of Education	199,560,179	**196,542,196**	192,838,092
DISC/LEA Recovery	(891,281)	**(1,034,101)**	(1,057,995)
Other Ministry of Education Grants			
Pay Equity	1,238,323	**1,238,323**	1,238,323
Funding for Graduated Adults	15,000		18,549
Transportation Supplement	600,000	**600,000**	600,000
Economic Stability Dividend		**134,530**	118,642
Return of Administrative Savings	967,983	**967,983**	967,983
Carbon Tax Grant	120,000	**164,666**	262,217
Student Learning Grant			1,114,394
Audit Recoveries		**(124,533)**	
Shared Energy Manager Funding		**200,000**	200,000
Cohesive Data Funding		**70,000**	
FSA & Exam		**27,292**	27,293
Other		**27,895**	8,500
Total Provincial Grants - Ministry of Education	201,610,204	**198,814,251**	196,335,998
Provincial Grants - Other	604,928	**695,250**	698,577
Federal Grants	-	**-**	-
Tuition			
International and Out of Province Students	5,600,000	**5,886,182**	5,168,270
Total Tuition	5,600,000	**5,886,182**	5,168,270
Other Revenues			
Other School District/Education Authorities	525,000	**715,022**	668,248
LEA/Direct Funding from First Nations	891,281	**1,034,101**	1,057,995
Miscellaneous			
Transportation fees	400,000	**486,964**	473,201
Wage Recoveries	360,000	**339,943**	316,818
City of Kelowna	40,000	**40,000**	40,000
District of Lake Country	70,000	**71,981**	71,981
Other	130,000	**361,876**	383,444
Total Other Revenue	2,416,281	**3,049,887**	3,011,687
Rentals and Leases	575,000	**613,124**	629,784
Investment Income	550,000	**859,731**	771,678
Total Operating Revenue	211,356,413	**209,918,425**	206,615,994

School District No. 23 (Central Okanagan)

Schedule of Operating Expense by Object
Year Ended June 30, 2018

	2018 Budget	**2018 Actual**	2017 Actual
	$	**$**	$
Salaries			
Teachers	97,438,257	**92,711,135**	90,899,615
Principals and Vice Principals	10,889,462	**10,950,478**	10,549,981
Educational Assistants	13,883,717	**14,107,613**	13,105,811
Support Staff	20,299,570	**19,073,882**	18,782,589
Other Professionals	3,014,779	**2,984,128**	2,647,034
Substitutes	6,465,851	**6,664,739**	6,953,750
Total Salaries	151,991,636	**146,491,975**	142,938,780
Employee Benefits	37,585,048	**36,509,487**	35,874,540
Total Salaries and Benefits	189,576,684	**183,001,462**	178,813,320
Services and Supplies			
Services	4,887,978	**5,323,378**	5,256,577
Student Transportation	347,949	**354,938**	365,740
Professional Development and Travel	1,902,548	**1,912,494**	1,746,867
Rentals and Leases	302,500	**136,573**	214,167
Dues and Fees	355,500	**421,885**	374,581
Insurance	503,000	**590,220**	628,737
Interest	-	**-**	-
Supplies	11,245,278	**9,993,256**	9,478,503
Utilities	3,851,340	**3,643,373**	3,608,086
Total Services and Supplies	23,396,093	**22,376,117**	21,673,258
Total Operating Expense	212,972,777	**205,377,579**	200,486,578

School District No. 23 (Central Okanagan)

Operating Expense by Function, Program and Object

Year Ended June 30, 2018

	Teachers Salaries	Principals and Vice Principals Salaries	Educational Assistants Salaries	Support Staff Salaries	Other Professionals Salaries	Substitutes Salaries	Total Salaries
	$	$	$	$	$	$	$
1 Instruction							
1.02 Regular Instruction	75,842,535	1,385,152	264,823	1,075,215		5,832,131	**84,399,856**
1.03 Career Programs	726,471		54,350	321,415		14,111	**1,116,347**
1.07 Library Services	1,933,915	223,676		1,318,772	90,150	9,830	**3,576,343**
1.08 Counselling	2,536,373					9,240	**2,545,613**
1.10 Special Education	10,411,426	224,329	12,128,029	746,238		538,428	**24,048,450**
1.30 English Language Learning	650,681			67,694		5,005	**723,380**
1.31 Aboriginal Education	507,864	82,351	1,660,411	32,787		20,020	**2,303,433**
1.41 School Administration		8,471,789		3,369,176		57,835	**11,898,800**
1.62 International and Out of Province Students	101,870	122,338		61,921	265,127	12,570	**563,826**
Total Function 1	**92,711,135**	**10,509,635**	**14,107,613**	**6,993,218**	**355,277**	**6,499,170**	**131,176,048**
4 District Administration							
4.11 Educational Administration		310,976		187,665	598,017	123,117	**1,219,775**
4.40 School District Governance					133,326		**133,326**
4.41 Business Administration		129,867		871,646	1,072,314	42,452	**2,116,279**
Total Function 4	**-**	**440,843**	**-**	**1,059,311**	**1,803,657**	**165,569**	**3,469,380**
5 Operations and Maintenance							
5.41 Operations and Maintenance Administration				178,793	497,920		**676,713**
5.50 Maintenance Operations				7,890,950	85,594		**7,976,544**
5.52 Maintenance of Grounds				686,030			**686,030**
5.56 Utilities				131,941	179,469		**311,410**
Total Function 5	**-**	**-**	**-**	**8,887,714**	**762,983**	**-**	**9,650,697**
7 Transportation and Housing							
7.41 Transportation and Housing Administration				163,194	62,211		**225,405**
7.70 Student Transportation				1,970,445			**1,970,445**
Total Function 7	**-**	**-**	**-**	**2,133,639**	**62,211**	**-**	**2,195,850**
9 Debt Services							
Total Function 9	**-**	**-**	**-**	**-**	**-**	**-**	**-**
Total Functions 1 - 9	**92,711,135**	**10,950,478**	**14,107,613**	**19,073,882**	**2,984,128**	**6,664,739**	**146,491,975**

School District No. 23 (Central Okanagan)

Operating Expense by Function, Program and Object

Year Ended June 30, 2018

	Total Salaries	Employee Benefits	Total Salaries and Benefits	Services and Supplies	2018 Actual	2018 Budget	2017 Actual
	$	$	$	$	$	$	$
1 Instruction							
1.02 Regular Instruction	**84,399,856**	20,341,094	**104,740,950**	8,029,341	**112,770,291**	118,974,400	112,316,111
1.03 Career Programs	**1,116,347**	303,645	**1,419,992**	124,235	**1,544,227**	1,463,047	1,490,409
1.07 Library Services	**3,576,343**	912,623	**4,488,966**	450,540	**4,939,506**	5,132,133	4,967,375
1.08 Counselling	**2,545,613**	613,029	**3,158,642**	5,091	**3,163,733**	3,294,443	2,966,638
1.10 Special Education	**24,048,450**	6,411,963	**30,460,413**	1,066,462	**31,526,875**	31,444,704	29,267,341
1.30 English Language Learning	**723,380**	168,664	**892,044**	25,157	**917,201**	654,908	445,269
1.31 Aboriginal Education	**2,303,433**	618,178	**2,921,611**	220,294	**3,141,905**	3,501,536	3,048,377
1.41 School Administration	**11,898,800**	2,791,994	**14,690,794**	52,230	**14,743,024**	13,975,227	13,733,980
1.62 International and Out of Province Students	**563,826**	114,783	**678,609**	1,418,586	**2,097,195**	2,025,219	1,984,069
Total Function 1	**131,176,048**	**32,275,973**	**163,452,021**	**11,391,936**	**174,843,957**	180,465,617	170,219,569
4 District Administration							
4.11 Educational Administration	**1,219,775**	286,785	**1,506,560**	261,421	**1,767,981**	1,635,596	1,560,149
4.40 School District Governance	**133,326**	2,214	**135,540**	127,339	**262,879**	276,246	244,735
4.41 Business Administration	**2,116,279**	495,355	**2,611,634**	1,095,068	**3,706,702**	4,038,162	3,539,555
Total Function 4	**3,469,380**	**784,354**	**4,253,734**	**1,483,828**	**5,737,562**	5,950,004	5,344,439
5 Operations and Maintenance							
5.41 Operations and Maintenance Administration	**676,713**	154,778	**831,491**	519,722	**1,351,213**	1,366,775	1,341,021
5.50 Maintenance Operations	**7,976,544**	2,411,580	**10,388,124**	2,969,644	**13,357,768**	14,918,580	13,738,237
5.52 Maintenance of Grounds	**686,030**	155,162	**841,192**	440,507	**1,281,699**	1,414,931	1,122,348
5.56 Utilities	**311,410**	58,512	**369,922**	4,256,656	**4,626,578**	4,950,960	4,820,543
Total Function 5	**9,650,697**	**2,780,032**	**12,430,729**	**8,186,529**	**20,617,258**	22,651,246	21,022,149
7 Transportation and Housing							
7.41 Transportation and Housing Administration	**225,405**	52,707	**278,112**	31,088	**309,200**	325,253	294,330
7.70 Student Transportation	**1,970,445**	616,421	**2,586,866**	1,282,736	**3,869,602**	3,580,657	3,606,091
Total Function 7	**2,195,850**	**669,128**	**2,864,978**	**1,313,824**	**4,178,802**	3,905,910	3,900,421
9 Debt Services							
Total Function 9	-	-	-	-	-	-	-
Total Functions 1 - 9	**146,491,975**	**36,509,487**	**183,001,462**	**22,376,117**	**205,377,579**	212,972,777	200,486,578

School District No. 23 (Central Okanagan)

Schedule of Special Purpose Operations
Year Ended June 30, 2018

	2018 Budget	**2018 Actual**	2017 Actual
	$	**$**	$
Revenues			
Provincial Grants			
Ministry of Education	17,639,498	**16,662,719**	9,002,460
Other Revenue	7,300,000	**8,017,283**	7,208,174
Investment Income		**898**	440
Total Revenue	24,939,498	**24,680,900**	16,211,074
Expenses			
Instruction	23,802,296	**24,113,549**	15,547,390
Total Expense	23,802,296	**24,113,549**	15,547,390
Special Purpose Surplus (Deficit) for the year	1,137,202	**567,351**	663,684
Net Transfers (to) from other funds			
Tangible Capital Assets Purchased	(1,137,202)	**(567,351)**	(663,684)
Total Net Transfers	(1,137,202)	**(567,351)**	(663,684)
Total Special Purpose Surplus (Deficit) for the year	-	**-**	-
Special Purpose Surplus (Deficit), beginning of year			
Special Purpose Surplus (Deficit), end of year		**-**	-

School District No. 23 (Central Okanagan)

Changes in Special Purpose Funds and Expense by Object

Year Ended June 30, 2018

	Annual Facility Grant	Learning Improvement Fund	Special Education Equipment	Service Delivery Transformation	School Generated Funds	Strong Start	Ready, Set, Learn	OLEP	CommunityLINK
	$	$	$	$	$	$	$	$	$
Deferred Revenue, beginning of year		22,399	39,052	115,027	3,400,683	11,442			25,988
Add: Restricted Grants									
Provincial Grants - Ministry of Education	785,351	799,851				256,000	75,950	308,871	1,239,231
Other					7,978,983				
Investment Income									898
	785,351	799,851	-	-	7,978,983	256,000	75,950	308,871	1,240,129
Less: Allocated to Revenue	424,257	822,250	8,865	23,343	8,017,283	267,442	75,950	308,871	1,225,896
Deferred Revenue, end of year	**361,094**	**-**	**30,187**	**91,684**	**3,362,383**	**-**	**-**	**-**	**40,221**
Revenues									
Provincial Grants - Ministry of Education	424,257	822,250	8,865	23,343		267,442	75,950	308,871	1,224,998
Other Revenue					8,017,283				
Investment Income									898
	424,257	822,250	8,865	23,343	8,017,283	267,442	75,950	308,871	1,225,896
Expenses									
Salaries									
Teachers					68,319		43,035	79,710	51,812
Educational Assistants		693,681							
Support Staff						209,450			
Other Professionals				5,510					
Substitutes						2,033		25,818	7,508
	-	693,681	-	5,510	68,319	211,483	43,035	105,528	59,320
Employee Benefits		128,569		1,134	16,533	48,217	9,682	19,290	12,538
Services and Supplies	66,851			16,699	7,932,431	7,742	23,233	145,338	1,154,038
	66,851	822,250	-	23,343	8,017,283	267,442	75,950	270,156	1,225,896
Net Revenue (Expense) before Interfund Transfers	357,406	-	8,865	-	-	-	-	38,715	-
Interfund Transfers									
Tangible Capital Assets Purchased	(357,406)		(8,865)					(38,715)	
	(357,406)	-	(8,865)	-	-	-	-	(38,715)	-
Net Revenue (Expense)	-	-	-	-	-	-	-	-	-

000047

School District No. 23 (Central Okanagan)

Changes in Special Purpose Funds and Expense by Object

Year Ended June 30, 2018

	Coding and Curriculum Implementation	Classroom Enhancement Fund - Overhead	Classroom Enhancement Fund - Staffing	Provincial Resource Prg.	TOTAL
	$	$	$	$	$
Deferred Revenue, beginning of year	134,362			795	3,749,748
Add: Restricted Grants					
Provincial Grants - Ministry of Education		781,920	12,480,742	173,902	16,901,818
Other					7,978,983
Investment Income					898
	-	781,920	12,480,742	173,902	24,881,699
Less: Allocated to Revenue	111,198	781,920	12,443,634	169,991	24,680,900
Deferred Revenue, end of year	**23,164**	**-**	**37,108**	**4,706**	**3,950,547**
Revenues					
Provincial Grants - Ministry of Education	111,198	781,920	12,443,634	169,991	16,662,719
Other Revenue					8,017,283
Investment Income					898
	111,198	781,920	12,443,634	169,991	24,680,900
Expenses					
Salaries					
Teachers			9,929,665	87,685	10,260,226
Educational Assistants					693,681
Support Staff		114,874			324,324
Other Professionals					5,510
Substitutes		428,174			463,533
	-	543,048	9,929,665	87,685	11,747,274
Employee Benefits			2,513,969	21,129	2,771,061
Services and Supplies	111,198	76,507		61,177	9,595,214
	111,198	619,555	12,443,634	169,991	24,113,549
Net Revenue (Expense) before Interfund Transfers	-	162,365	-	-	567,351
Interfund Transfers					
Tangible Capital Assets Purchased		(162,365)			(567,351)
	-	(162,365)	-	-	(567,351)
Net Revenue (Expense)	-	-	-	-	-

000048

School District No. 23 (Central Okanagan)

Schedule of Capital Operations
Year Ended June 30, 2018

	2018 Budget	2018 Actual: Invested in Tangible Capital Assets	2018 Actual: Local Capital	2018 Actual: Fund Balance	2017 Actual
	$	$	$	$	$
Revenues					
Provincial Grants					
Ministry of Education		**27,241**		**27,241**	
Other Revenue			**87,499**	**87,499**	33,407
Investment Income	25,000		**90,262**	**90,262**	91,217
Gain (Loss) on Disposal of Tangible Capital Assets		**4,398,712**		**4,398,712**	1,400,113
Amortization of Deferred Capital Revenue	7,794,000	**8,192,707**		**8,192,707**	7,956,135
Total Revenue	7,819,000	**12,618,660**	**177,761**	**12,796,421**	9,480,872
Expenses					
Operations and Maintenance			**146,304**	**146,304**	144,731
Amortization of Tangible Capital Assets					
Operations and Maintenance	12,400,000	**12,593,566**		**12,593,566**	12,589,228
Total Expense	12,400,000	**12,593,566**	**146,304**	**12,739,870**	12,733,959
Capital Surplus (Deficit) for the year	(4,581,000)	**25,094**	**31,457**	**56,551**	(3,253,087)
Net Transfers (to) from other funds					
Tangible Capital Assets Purchased	2,156,649	**1,617,420**		**1,617,420**	1,830,585
Local Capital	2,578,413		**4,000,000**	**4,000,000**	2,627,415
Total Net Transfers	4,735,062	**1,617,420**	**4,000,000**	**5,617,420**	4,458,000
Other Adjustments to Fund Balances					
District Portion of Proceeds on Disposal		**(5,700,000)**	**5,700,000**	**-**	
Tangible Capital Assets Purchased from Local Capital		**9,904,713**	**(9,904,713)**	**-**	
Tangible Capital Assets WIP Purchased from Local Capital			**-**	**-**	
Total Other Adjustments to Fund Balances		**4,204,713**	**(4,204,713)**	**-**	
Total Capital Surplus (Deficit) for the year	154,062	**5,847,227**	**(173,256)**	**5,673,971**	1,204,913
Capital Surplus (Deficit), beginning of year		**98,659,035**	**2,613,533**	**101,272,568**	100,067,655
Capital Surplus (Deficit), end of year		**104,506,262**	**2,440,277**	**106,946,539**	101,272,568

School District No. 23 (Central Okanagan)

Tangible Capital Assets
Year Ended June 30, 2018

	Sites	Buildings	Furniture and Equipment	Vehicles	Computer Software	Computer Hardware	Total
	$	$	$	$	$	$	$
Cost, beginning of year	54,631,250	362,718,161	10,458,463	7,635,653	46,718	13,099,980	**448,590,225**
Changes for the Year							
Increase:							
Purchases from:							
Deferred Capital Revenue - Bylaw	27,241	6,587,388	408,056	629,596		282,802	**7,935,083**
Deferred Capital Revenue - Other			131,861				**131,861**
Operating Fund		85,766	465,818		5,206	493,279	**1,050,069**
Special Purpose Funds		357,406	44,862			165,083	**567,351**
Local Capital	55,722	5,497,472	753,087			3,598,432	**9,904,713**
Transferred from Work in Progress		3,427,367					**3,427,367**
	82,963	15,955,399	1,803,684	629,596	5,206	4,539,596	**23,016,444**
Decrease:							
Disposed of	931,579	660,385					**1,591,964**
Deemed Disposals			1,434,024	1,016,012	19,083	3,306,359	**5,775,478**
	931,579	660,385	1,434,024	1,016,012	19,083	3,306,359	**7,367,442**
Cost, end of year	53,782,634	378,013,175	10,828,123	7,249,237	32,841	14,333,217	**464,239,227**
Work in Progress, end of year		4,986,036					**4,986,036**
Cost and Work in Progress, end of year	53,782,634	382,999,211	10,828,123	7,249,237	32,841	14,333,217	**469,225,263**
Accumulated Amortization, beginning of year		159,654,597	5,378,431	3,088,615	20,549	5,887,446	**174,029,638**
Changes for the Year							
Increase: Amortization for the Year		8,154,814	1,045,847	763,565	9,344	2,619,996	**12,593,566**
Decrease:							
Disposed of		290,676					**290,676**
Deemed Disposals			1,434,024	1,016,012	19,083	3,306,359	**5,775,478**
		290,676	1,434,024	1,016,012	19,083	3,306,359	**6,066,154**
Accumulated Amortization, end of year		167,518,735	4,990,254	2,836,168	10,810	5,201,083	**180,557,050**
Tangible Capital Assets - Net	**53,782,634**	**215,480,476**	**5,837,869**	**4,413,069**	**22,031**	**9,132,134**	**288,668,213**

School District No. 23 (Central Okanagan)

Tangible Capital Assets - Work in Progress
Year Ended June 30, 2018

	Buildings	Furniture and Equipment	Computer Software	Computer Hardware	Total
	$	$	$	$	$
Work in Progress, beginning of year	3,427,367				**3,427,367**
Changes for the Year					
Increase:					
Deferred Capital Revenue - Bylaw	4,986,036				**4,986,036**
	4,986,036	-	-	-	**4,986,036**
Decrease:					
Transferred to Tangible Capital Assets	3,427,367				**3,427,367**
	3,427,367	-	-	-	**3,427,367**
Net Changes for the Year	1,558,669	-	-	-	**1,558,669**
Work in Progress, end of year	**4,986,036**	**-**	**-**	**-**	**4,986,036**

School District No. 23 (Central Okanagan)

Deferred Capital Revenue
Year Ended June 30, 2018

	Bylaw Capital	Other Provincial	Other Capital	Total Capital
	$	$	$	$
Deferred Capital Revenue, beginning of year	174,180,870	4,564,281	382,400	**179,127,551**
Changes for the Year				
Increase:				
Transferred from Deferred Revenue - Capital Additions	7,907,842	111,754	20,107	**8,039,703**
	7,907,842	111,754	20,107	**8,039,703**
Decrease:				
Amortization of Deferred Capital Revenue	7,931,408	145,798	115,501	**8,192,707**
	7,931,408	145,798	115,501	**8,192,707**
Net Changes for the Year	(23,566)	(34,044)	(95,394)	**(153,004)**
Deferred Capital Revenue, end of year	174,157,304	4,530,237	287,006	**178,974,547**
Work in Progress, beginning of year				**-**
Changes for the Year				
Increase				
Transferred from Deferred Revenue - Work in Progress	4,986,036			**4,986,036**
	4,986,036	-	-	**4,986,036**
Net Changes for the Year	4,986,036	-	-	**4,986,036**
Work in Progress, end of year	4,986,036	-	-	**4,986,036**
Total Deferred Capital Revenue, end of year	**179,143,340**	**4,530,237**	**287,006**	**183,960,583**

School District No. 23 (Central Okanagan)

Changes in Unspent Deferred Capital Revenue
Year Ended June 30, 2018

	Bylaw Capital	MEd Restricted Capital	Other Provincial Capital	Land Capital	Other Capital	Total
	$	$	$	$	$	$
Balance, beginning of year	57,199		142,532	994,936		**1,194,667**
Changes for the Year						
Increase:						
Provincial Grants - Ministry of Education	12,885,105					**12,885,105**
Provincial Grants - Other			12,372			**12,372**
Other					20,107	**20,107**
Investment Income				34,361		**34,361**
School Site Acquisition Charges				1,420,060		**1,420,060**
	12,885,105	-	12,372	1,454,421	20,107	**14,372,005**
Decrease:						
Transferred to DCR - Capital Additions	7,907,842		111,754		20,107	**8,039,703**
Transferred to DCR - Work in Progress	4,986,036					**4,986,036**
Transferred to Revenue - Site Purchases	27,241					**27,241**
	12,921,119	-	111,754	-	20,107	**13,052,980**
Net Changes for the Year	(36,014)	-	(99,382)	1,454,421	-	**1,319,025**
Balance, end of year	**21,185**	**-**	**43,150**	**2,449,357**	**-**	**2,513,692**

Grant Thornton
An instinct for growth™

School District No. 23 (Central Okanagan)

For the year ended June 30, 2018

Report to the Finance and Audit Committee
Audit results

September 19, 2018

Tyler Neels, CPA, CA
Partner
T (250) 712-6853
E Tyler.Neels@ca.gt.com

Josh Widmann, CPA, CA
Manager
T (250) 712-6834
E Josh.Widmann@ca.gt.com

000054

Contents

Appendices

Executive summary

Purpose of report and scope

The purpose of this report is to engage in an open dialogue with you regarding our audit of the financial statements of School District No. 23 (Central Okanagan) (the "District") for the year ended June 30, 2018. This communication will assist the Finance and Audit Committee in understanding the results of audit procedures and includes comments on misstatements, significant accounting policies, sensitive estimates and other matters.

The information in this document is intended solely for the information and use of the Finance and Audit Committee, the Board of Education, and management. It is not intended to be distributed or used by anyone other than these specified parties.

We were engaged to provide the following deliverables:

Deliverable	Status
Discussions and communications regarding planning	Completed on May 16, 2018
Independent auditor's report on the June 30, 2018 financial statements	Finalized after approval of the financial statements by the Board of Education
Communication of audit results	Within this report
Other – Reporting to the OAG	Completed after approval of the financial statements by the Board of Education

Status of our audit

We have substantially completed our audit of the financial statements of the District and the results of that audit are included in this report.

We will finalize our report upon resolution of the following items that were outstanding as at September 19, 2018:

- Receipt of signed management representation letter (a draft has been attached in the appendices)
- Approval of the financial statements by the Finance and Audit Committee and the Board of Education
- Procedures regarding subsequent events
- Responses to legal confirmations

We have successfully executed our audit strategy in accordance with the plan presented to the Finance and Audit Committee on May 16, 2018.

Independence

We confirm that there have been no changes to our status with respect to independence since we confirmed our independence to you on May 16, 2018.

000056

Audit results

We highlight our significant findings in respect of transactions and other areas of focus.

Significant transactions

Area of focus	Matter	Our response and findings
Gain on the sale of the former school board office	There are higher risks associated with this transaction due to its complex nature and the non-monetary components of the agreement.	• Our audit procedures include reviewing the sale agreements, recalculating the gain on sale and agreeing significant amounts to supporting documentation, where applicable. • Our audit procedures did not uncover any significant findings to report.

Areas of focus

Area of focus	Matter	Our response and findings
Grant revenues	Grant revenues are material and significant to the financial statements	• Audit procedures performed included confirming grants received and receivable with the Ministry of Education and reconciling accounts. • Our audit procedures did not uncover any significant findings to report.

000057

Area of focus	Matter	Our response and findings
Tangible capital assets and deferred capital contributions	Tangible capital assets activities are not valid, and associated grant funding is not accounted for properly	• Audit procedures performed included testing significant capital expenditures, agreeing to supporting documentation, reviewing applicable lease and funding agreements, and recalculating expected amortization of deferred capital contributions. • Our audit procedures did not uncover any significant findings to report.
Investments	Fair value measurements are not correct or investment activities are not valid	• Audit procedures performed included confirming the fair value of investments with the investment custodian and reviewing significant transactions. • Our audit procedures did not uncover any significant findings to report.
Purchases and payables	Payables understated or not recorded in the correct period	• Audit procedures performed included reviewing and documenting controls around the purchasing cycle, reviewing expenses analytically and investigating any significant variances, agreeing expenses recorded to supporting documentation for a selection of transactions, and performing substantive procedures on the cut-off of expenses. • Our audit procedures did not uncover any significant findings to report.
Employee compensation	Employee compensation accruals or expenses understated	• Audit procedures performed included reviewing controls around maintenance of employee Masterfile and related payroll transactions, testing key controls for operating effectiveness, performing an analytical review of employee compensation by bargaining unit, and performing tests of details on a sample of employee compensation transactions. • Our audit procedures did not uncover any significant findings to report.

000058

Adjustments and uncorrected misstatements

Adjustments

We have no adjusted misstatements to report.

Uncorrected misstatements

We have no non-trivial unadjusted misstatements to report.

Summary of disclosure matters

Our audit did not identify any unadjusted non-trivial misstatements of disclosure matters.

Other reportable matters

Accounting and assurance

There are no new accounting or auditing standards issued which may affect the District in future years which have not already been previously communicated to you.

Internal control

The audit is designed to express an opinion on the financial statements. We obtain an understanding of internal control over financial reporting to the extent necessary to plan the audit and to determine the nature, timing and extent of our work. Accordingly, we do not express an opinion on the effectiveness of internal control.

If we become aware of a deficiency in your internal control over financial reporting, the auditing standards require us to communicate to the Finance and Audit Committee those deficiencies we consider significant. However, a financial statement audit is not designed to provide assurance on internal control. There were no internal control observations noted during our audit which have not already been previously communicated to you.

Regulatory matters

The Office of the Auditor General (“OAG”) audits the Summary Financial Statements of the Province of British Columbia which include the financial information of the District. As part of their audit of the Province’s Summary Financial Statements they require us as the auditors of the School District to perform certain audit procedures, provide copies of certain documents, and confirm certain matters to them. Consistent with prior years we will make arrangements with the District management in order to ensure that the required reporting is completed within the specified deadlines.

Cooperation during the audit

We report that we received full cooperation during the performance of our audit. To our knowledge, we were provided access to all necessary records and other documentation and any issues that arose as a result of our audit were discussed with management and have been resolved to our satisfaction.

000060

Appendix A

Draft Independent auditor’s report

Grant Thornton

Independent auditor's report

Grant Thornton LLP
200-1633 Ellis Street
Kelowna, BC
V1Y 2A8

T +1 250 712 6800
F +1 250 712 6850
www.GrantThornton.ca

To the Board of Education of
School District No. 23 (Central Okanagan) and the Ministry of Education

We have audited the accompanying financial statements of School District No. 23 (Central Okanagan), which comprise the statement of financial position as at June 30, 2018 and the statement of operations, statement of remeasurement gains and losses, statement of changes in net financial assets (debt) and statement of cash flows for the year then ended, and a summary of significant accounting policies and other explanatory information.

Management's responsibility for the financial statements
Management is responsible for the preparation of these financial statements in accordance with the accounting requirements of Section 23.1 of the Budget Transparency and Accountability Act of the Province of British Columbia and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's responsibility
Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with Canadian generally accepted auditing standards. Those standards require that we comply with ethical requirements and plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the District's preparation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the District's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by management, as well as evaluating the presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Grant Thornton

Opinion

In our opinion, the financial statements of School District No. 23 (Central Okanagan) for the year ended June 30, 2018 are prepared, in all material respects, in accordance with the accounting requirements of Section 23.1 of the Budget Transparency and Accountability Act of the Province of British Columbia.

Emphasis of matter

Without modifying our opinion, we draw attention to Note 2 to the financial statements, which describes the basis of accounting and the significant differences between such basis of accounting and Canadian public sector accounting standards.

Other matters

Our audit was conducted for the purposes of forming an opinion on the financial statements taken as a whole. The supplementary information included in Schedules 1 through 4 is presented for purposes of additional information and is not a required part of the financial statements. Such information has been subject to the auditing procedures applied, only to the extent necessary to express an opinion in the audit of the financial statements taken as a whole.

Kelowna, Canada
September 19, 2018

Chartered Professional Accountants

Appendix B

Draft Management representation letter

SCHOOL DISTRICT NO. 23 (CENTRAL OKANAGAN)

1040 Hollywood Road South
Kelowna BC V1X 4N2

September 19, 2018

Grant Thornton LLP
Chartered Professional Accountants
200 - 1633 Ellis Street
Kelowna BC V1Y 2A8

Dear Sir/Madam:

We are providing this letter in connection with your audit of the financial statements of School District No. 23 (Central Okanagan) ("the District") as of June 30, 2018 and for the year then ended, for the purpose of expressing an opinion as to whether the financial statements are prepared and the financial position, results of operations, and cash flows of the District are reported in all material respects, in accordance with accounting requirements of Section 23.1 of the Budget Transparency and Accountability Act of the Province of British Columbia ("Section 23.1").

We acknowledge that we have fulfilled our responsibilities for the preparation of the financial statements in accordance with Section 23.1 and for the design and implementation of internal controls to prevent and detect fraud and error. We have assessed the risk that the financial statements may be materially misstated as a result of fraud, and have determined such risk to be low. Further, we acknowledge that your examination was planned and conducted in accordance with Canadian generally accepted auditing standards (GAAS) so as to enable you to express an opinion on the financial statements. We understand that while your work includes an examination of the accounting system, internal controls and related data to the extent you considered necessary in the circumstances, it is not designed to identify, nor can it necessarily be expected to disclose, fraud, shortages, errors and other irregularities, should any exist.

Certain representations in this letter are described as being limited to matters that are material. An item is considered material, regardless of its monetary value, if it is probable that its omission from or misstatement in the financial statements would influence the decision of a reasonable person relying on the financial statements.

We confirm, to the best of our knowledge and belief, as of September 19, 2018, the following representations made to you during your audit.

Financial statements

1 The financial statements referred to above present fairly, in all material respects, the financial position of the District as at June 30, 2018 and the results of its operations and its cash flows for the year then ended and are prepared in accordance with Section 23.1, as agreed to in the terms of the audit engagement.

Completeness of information

2 We have made available to you all financial records and related data and all minutes of the meetings of the Board of Education and committees of the Board, as agreed in the terms of the audit engagement. Summaries of actions of recent meetings for which minutes have not yet been prepared have been provided to you. All significant board and committee actions are included in the summaries.

3 We have provided you with unrestricted access to persons within the District from whom you determined it necessary to obtain audit evidence.

4 There are no material transactions that have not been properly recorded in the accounting records underlying the financial statements.

5 There were no restatements made to correct a material misstatement in the prior period financial statements that affect the comparative information.

6 We are unaware of any known or probable instances of non-compliance with the requirements of regulatory or governmental authorities, including their financial reporting requirements.

7 We are unaware of any violations or possible violations of laws or regulations the effects of which should be considered for disclosure in the financial statements or as the basis of recording a contingent loss.

8 We have disclosed to you all known deficiencies in the design or operation of internal control over financial reporting of which we are aware.

9 We have identified to you all known related parties and related party transactions, including sales, purchases, loans, transfers of assets, liabilities and services, leasing arrangement guarantees, non-monetary transactions and transactions for no consideration.

10 You provided a non-audit service by assisting us with reviewing the financial statements and related notes. In connection with this non-audit service, we confirm that we have made all management decisions and performed all management functions, have the knowledge to evaluate the accuracy and completeness of the financial statements, and accept responsibility for such financial statements.

Fraud and error

11 We have no knowledge of fraud or suspected fraud affecting the District involving management; employees who have significant roles in internal control; or others, where the fraud could have a non-trivial effect on the financial statements.

12 We have no knowledge of any allegations of fraud or suspected fraud affecting the District's financial statements communicated by employees, former employees, analysts, regulators or others.

13 We acknowledge our responsibility for the design, implementation and maintenance of internal control to prevent and detect fraud.

Recognition, measurement and disclosure

14 We believe that the significant assumptions used by us in making accounting estimates, including those used in arriving at the fair values of financial instruments as measured and disclosed in the financial statements, are reasonable and appropriate in the circumstances.

15 We have no plans or intentions that may materially affect the carrying value or classification of assets and liabilities, both financial and non-financial, reflected in the financial statements.

16 All related party transactions have been appropriately measured and disclosed in the financial statements. Key management personnel have not identified related party transactions that may have occurred at a value different from that which would have been arrived at if the parties were unrelated.

17 The nature of all material measurement uncertainties has been appropriately disclosed in the financial statements, including all estimates where it is reasonably possible that the estimate will change in the near term and the effect of the change could be material to the financial statements.

18 All outstanding and possible claims, whether or not they have been discussed with legal counsel, have been disclosed to you and are appropriately reflected in the financial statements.

19 All liabilities and contingencies, including those associated with guarantees, whether written or oral, have been disclosed to you and are appropriately reflected in the financial statements.

20 All "off-balance sheet" financial instruments have been properly recorded or disclosed in the financial statements.

21 With respect to environmental matters:

a) at year end, there were no liabilities or contingencies that have not already been disclosed to you;

b) liabilities or contingencies have been recognized, measured and disclosed, as appropriate, in the financial statements; and

c) commitments have been measured and disclosed, as appropriate, in the financial statements.

22 The District has satisfactory title to (or lease interest in) all assets, and there are no liens or encumbrances on the District's assets nor have any been pledged as collateral.

23 We have disclosed to you, and the District has complied with, all aspects of contractual agreements that could have a material effect on the financial statements in the event of non-compliance, including all covenants, conditions or other requirements of all outstanding debt.

24 The Goods and Services Tax (GST) transactions recorded by the District are in accordance with the federal and provincial regulations. The GST liability/receivable amounts recorded by the District are considered complete.

25 Employee future benefit costs, assets, and obligations have been determined, accounted for and disclosed in accordance with the requirements of Section *PS 3255 Post-employment benefits, compensated absences and termination benefits* of the Chartered Professional Accountants (CPA) Public Sector Accounting Handbook.

26 There have been no events subsequent to the balance sheet date up to the date hereof that would require recognition or disclosure in the financial statements other than the events disclosed in Note 22. Further, there have been no events subsequent to the date of the comparative financial statements that would require adjustment of those financial statements and related notes.

Other

27 We have considered whether or not events have occurred or conditions exist which may cast significant doubt on the District's ability to continue as a going concern and have concluded that no such events or conditions are evident.

Yours very truly,

____
Eileen Sadlowski, CFO/Secretary-Treasurer, CPA, CA

____
Delta Carmichael, Assistant Secretary-Treasurer, CPA, CA

____
Valerie Dougans, Finance Manager, CPA, CA

/ps

Central Okanagan Public Schools

Together We Learn

FINANCIAL STATEMENT DISCUSSION AND ANALYSIS

the Year Ending

June 30, 2018

Financial Statement Discussion and Analysis

Table of Contents

Introduction

This report is a financial statement discussion and analysis of the financial performance of Central Okanagan Public Schools (aka School District No. 23 (Central Okanagan) for the fiscal year ended June 30, 2018. It is based on currently known facts, decisions, or conditions. This should be read in conjunction with the District's financial statements. The preparation of this financial statement discussion and analysis is management's responsibility.

The District:

- lives on Okanagan Territory;
- serves 180,000 citizens living in 4 municipalities - Peachland, West Kelowna, Kelowna, Lake Country, and the Regional District of Central Okanagan;
- is the 5th largest district in BC with approximately 22,000 students;
- has 43 schools - 31 elementary, 6 middle, 5 secondary, and 1 alternative school (operating on 4 campuses);
- has 7 Board of Education Trustees;
- has an increasing number of immigrant families residing in the Central Okanagan;
- welcomes more English Language Learners (ELL) and international students, and proud that more Aboriginal families are self-identifying;

Our Overarching Goal

Each Central Okanagan Public Schools student (K-12) will provide evidence of being a learner, thinker, innovator, collaborator and contributor.

Mission Statement

To educate students in a safe, inspirational learning environment where each student develops the knowledge and skills to be a lifelong learner and a healthy productive member of our global society.

Vision Statement

Central Okanagan Public Schools is a progressive leader in education, which sets the standard for educational excellence and ensures that each student has opportunities to succeed.

Cultural Values

- **Honesty** is the building block for relationships and the basis for trust. It is the absence of falsehood and the action of full disclosure. It is the ultimate test of moral strength. When honesty is present, integrity will also be apparent.
- **Responsibility** is being accountable for our actions and their consequences. When we demonstrate responsibility, we are doing our best to meet the expectations of ourselves and others.
- **Respect** is "to consider worthy of high regard". Being respectful is an attitude of honouring people and caring about their rights.
- **Empathy** is a feeling of concern, compassion and understanding of another's situation or feelings.
    - While recognizing individual situations and differences, **Fairness** is ensuring impartiality where everyone plays by the same rules.

Financial Statement Composition Overview

The two key audited statements are:

- ***Statement of Financial Position*** - summarizes the combined assets and liabilities at June 30th. This provides an indication of the financial health of the District;
- ***Statement of Operations*** - summarizes the combined revenues received and expenses incurred during the twelve months between July 1 and June 30. This provides an indication of the funding received by the District and how that funding was spent;

A Statement of Changes in Net Financial Assets (Debt), Statement of Cash Flows and the notes to the financial statements are also audited, and provide further analysis of the District's finances.

The schedules at the end of the notes to the financial statements are in a format prescribed by the Ministry of Education. These schedules provide more detail specific to each of the three funds (Operating, Special Purpose and Capital funds). The balances in these schedules are consistent, when combined together, with the financial statements. These schedules are comprised of:

- **Schedule 2: Operating Fund** – accounts for the District' grants and other operating revenues as well as the District's operating expenses. As the District must present a balanced Operating Fund budget, any surplus is carried forward to future years.
- **Schedule 3: Special Purpose Fund** – accounts for grant and other contributions whereby spending is for specific activities. As these are targeted funding, any unspent funds are accounted as deferred revenue, not accumulated surplus.
- **Schedule 4: Capital Fund** – accounts for the District's investment in capital assets, local capital as well as bylaw capital, other provincial capital, other capital, land capital and Ministry of Education restricted capital.

Summary of Significant Events

During the year, the District managed several large capital projects including:

- Secondary school mechanical upgrade;
- Multiple Annual Facilities Grant (AFG) assignments;
- Numerous educational spaces added to twenty six (26) schools;
- Preliminary work on Canyon Falls Middle school.

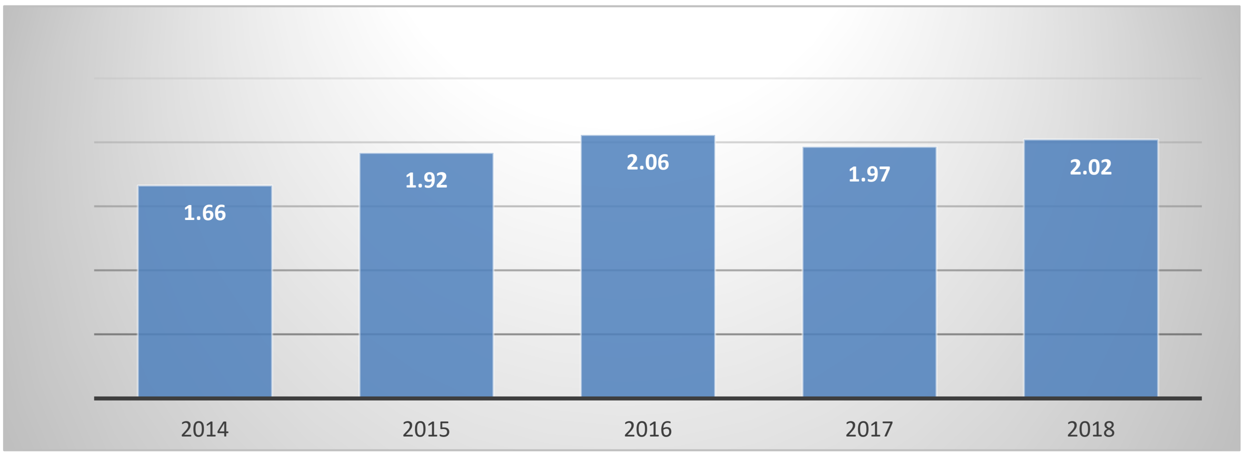
As well, the Ministry of Education announced funding for a new middle school in Lake Country to be opened in September 2021.

In July 2016, the District began building a new board office on Hollywood Road. In March 2018, staff moved to the newly opened board office and the old board office on Underhill Road was sold.

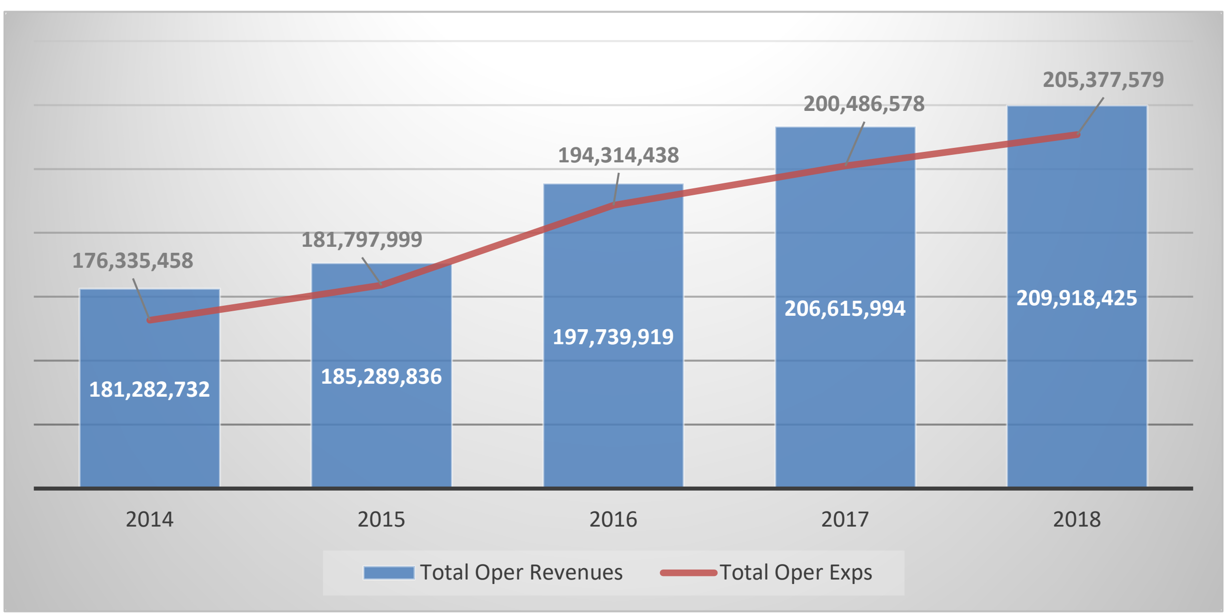
INDICATORS OF FINANCIAL HEALTH

The following highlights some of the more significant financial health indicators of the District.

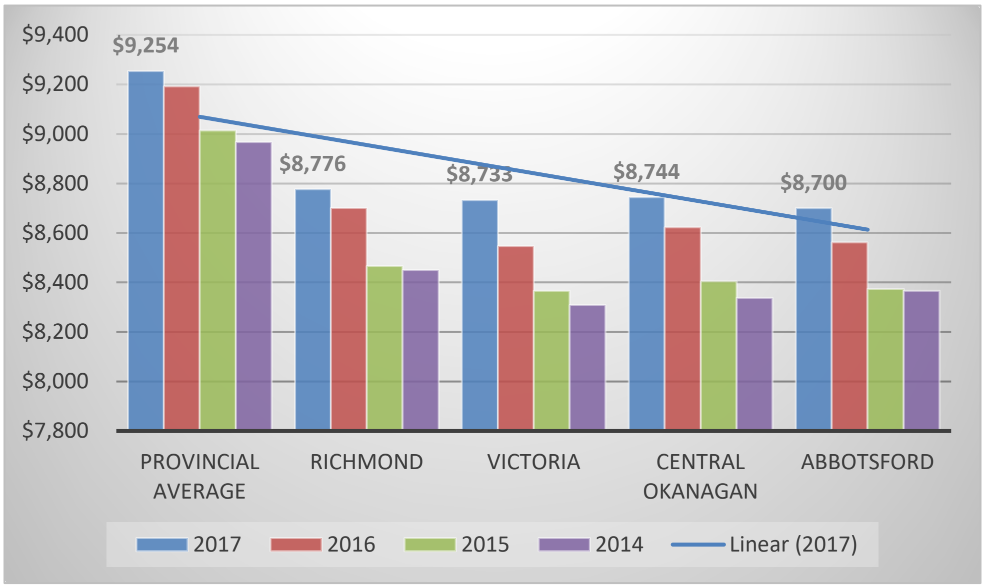
Working Capital Ratio - also called the current ratio, is a liquidity ratio that measures a District's ability to pay off its current liabilities with current assets. A working capital ratio greater than one is desirable as it means that the District has the ability to pay current liabilities as they are due. A working capital ratio of less than one (1) indicates that the District would have to borrow to meet short term obligations. The working capital ratio is calculated as current assets divided by current liabilities. The District's working capital ratio is healthy and well above one (1).



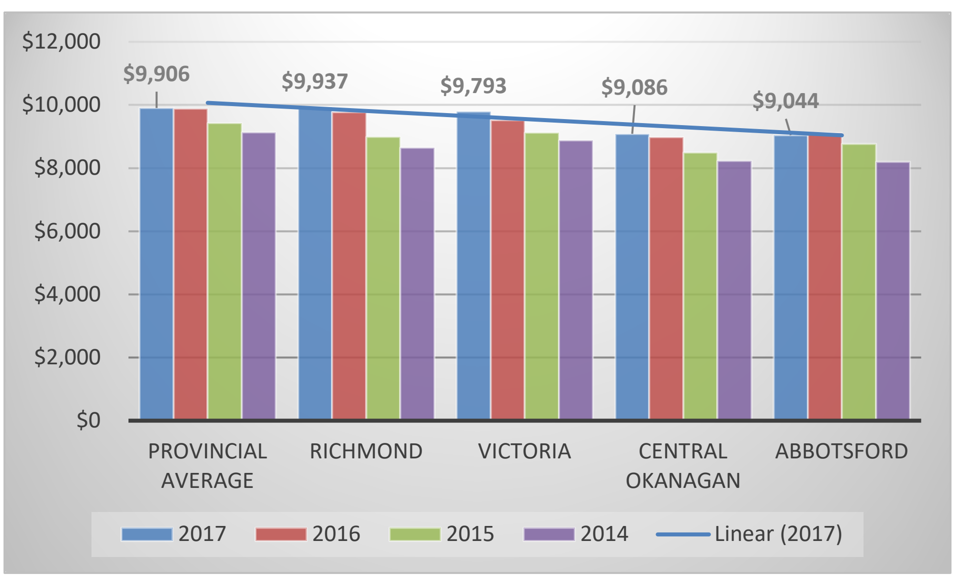
Operating Revenue & Expenses Trend – the following chart illustrates the District's operating revenue and expenses over a five year period. This data shows a constant upward trend in both revenues and expenses. Revenue is mainly impacted by enrolment changes while expenses are primarily affected by staffing and collective agreement commitments.



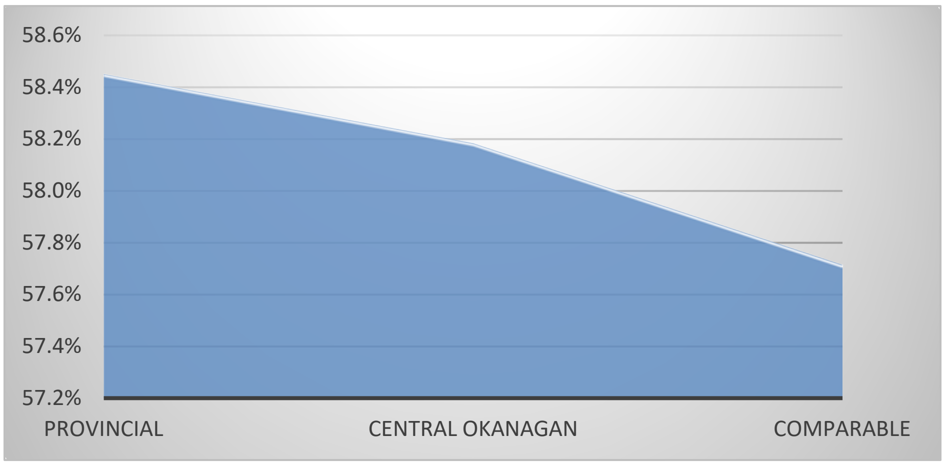
Ministry Operating Grant Funding per Student – The chart below indicates what our District receives in funding, on average, per FTE student compared to other comparable size districts and the province. The information shows that our District receives less funding per FTE student than both the provincial average and two of the comparable districts. This differential occurs because there are specialty grants provided to districts that address factors unique to specific districts i.e. geographical differences, special education enrolment and salary differentials.



Operating Expenses per Student – The majority of the District's spending is dedicated towards salaries and benefits. The following chart illustrates what the District spends, on average, per FTE student compared to other comparable size districts and the province. The data indicates an overall increase in operating expenses as enrolment increases. Alternate sources of funding allow districts to spend more per FTE then the Ministry Operating Grant funding illustrated above.

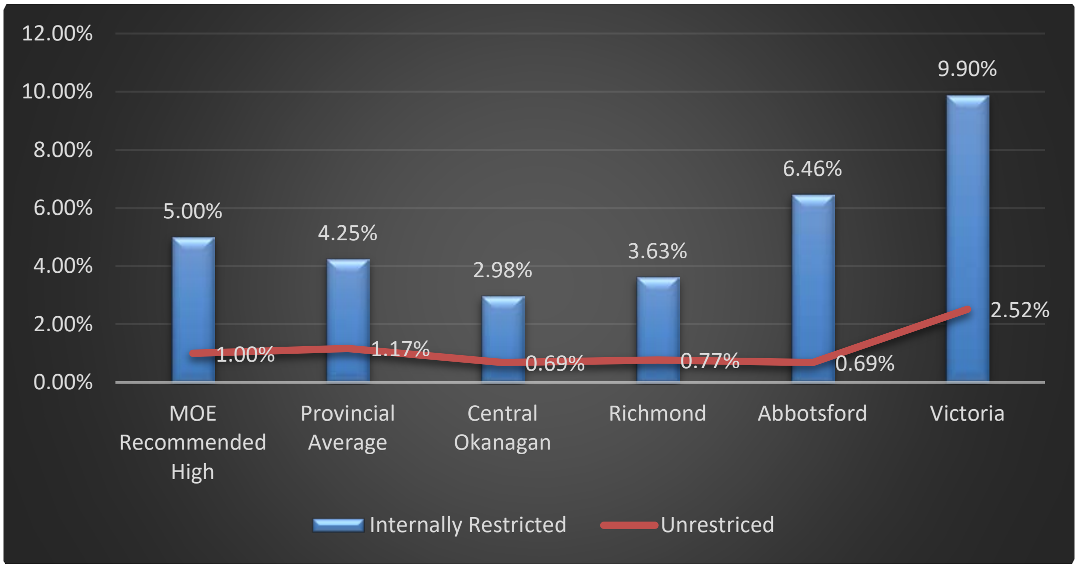


Changes in Capital Assets – If you compare the District's capital asset net book value (cost less amortization) to the capital assets historical cost (cost when purchased), the % illustrates how new a district's assets are. A relatively high % indicates newer assets whereas a lower % indicates older assets. The concern with a low ratio is that capital assets may not be replaced on a regular basis, which may be an indication of potential health and safety issues, or a significant cost in the future to replace capital assets. As illustrated in the graph below, the District's 4 year average for buildings only (buildings account for over 80% of the District's total assets) of 58.2% is slightly less than the provincial average of 58.5% and just over the average of comparable size FTE districts at 57.7%. This indicates the District is maintaining its buildings.



Changes in Surplus Compared to Operating Expenses – one of the key indicators of the financial health of an organization is the accumulated operating surplus. This indicator takes Accumulated Surplus from Operations (District's accumulated revenue in excess of expenses over time) and is compared to expenditures to determine the District's ability to react to emergent situations and the ability to fund special initiatives.

When compared to the province, comparable size FTE districts and the Ministry recommended ranges (2.5-5% for internally restricted surplus and .5-1% for unrestricted surplus), the District is maintaining both an internally and unrestricted surplus within the acceptable range.



Overall Financial Health

Overall, the District has strong financial health when compared to comparable districts and the province. This is illustrated throughout this report, including a working capital ratio above one, a high % in changes in capital assets indicating the District's maintains new assets and the average unrestricted surpluses remaining within the recommended Ministry range of .5% - 1%. The internally restricted surpluses average is slightly below the recommended Ministry range of 2.5% - 5%. This strong financial health can be contributed to sound financial management, planning and governance.

Central Okanagan Public Schools
Together We Learn

CENTRAL OKANAGAN PUBLIC SCHOOLS
1040 Hollywood Road South, Kelowna, BC V1X 4N2
Tel. (250) 470-3256, Fax (250) 870-5606, www.sd23.bc.ca

Memorandum

Date: September 26, 2018
To: Board of Education
From: Eileen Sadlowski, Secretary-Treasurer/CFO

Information Item: Rescheduling of Committee Meetings

1.0 RELEVANT BOARD MOTION/DIRECTION:

Main Motion 18P-113 September 12, 2018
MOVED by Trustee Tiede, SECONDED by Trustee Butler,
AND THAT: The Inaugural Meeting is to be held on November 7, 2018 and supplemental business of the Board is to be dealt with at the Public Board Meeting on November 14, 2018;
CARRIED

2.0 BACKGROUND:

Due to an election date of October 20, 2018 it was decided to move the Inaugural meeting to November 7, 2018.

3.0 INFORMATION STATEMENT:

The Board Standing Committee Schedule includes a General Affairs Committee Meeting as well as an Education and Student Services Committee Meeting on November 7, 2018. These meetings will be cancelled and will be rescheduled if required by the new Board before the end of the Calendar year, if necessary.

4.0 SUPERINTENDENT’S COMMENTS:

Committee Chairs working with senior staff will decide when to reschedule the General Affairs Committee and Education and Student Services Committee Meetings if needed.

5.0 NEXT STEP:

The meetings will be rescheduled once the new Board is established.

LEVEL 4 AND 5 FIELD STUDY SUMMARY – 2018/2019

No.	SCHOOL	LEVEL	DESTINATION	COUNTRY	NATURE OF TRIP	GROUP INVOLVED	GRADE	# OF STUDENTS	LEAVE DATE	RETURN DATE	# OF DAYS
1	OKM	5	Lake Louise, Banff National Park, AB	Canada	Watershed and Glacier Studies	Quest BC Group	11	21	05-Sep-2018	09-Sep-2018	4
2	MBSS	5	Wenatchee, WA	USA	Athletic Competition	Varsity and Junior Varsity Football Team	9 to 12	55	13-Sep-2018	15-Sep-2018	2
3	OKM	4	Banff, Yoho and Kootenay National Parks, AB	Canada	Hiking, Camping, and Team Building	Grade 12 Students	12	130	16-Sep-2018	22-Sep-2018	6
4	KSS	4	Twin Lakes (near Cherryville, BC)	Canada	Hiking and Camping	Outdoor Education Students	12	24	20-Sep-2018	22-Sep-2018	2
5	MBSS	4	McCullough Lake, BC	Canada	Backpacking, Hiking, Wilderness Camping, Survival Skills	Outdoor Education Students	10 to 12	60	20-Sep-2018	22-Sep-2018	2
6	GESS	4	Myra Canyon Adventure Park, Kelowna, BC	Canada	Grad Retreat	Grade 12 Students	12	180	21-Sep-2018	21-Sep-2018	0
7	MBSS	5	Edmonton, AB	Canada	Canadian Student Leadership Conference	Leadership Students	10 to 12	3	23-Sep-2018	30-Sep-2018	7
8	DRK	4	Silver Lake Camp (near Peachland, BC)	Canada	Hiking, Camping, Archery, High Ropes	French Immersion Learning Community	7	75	25-Sep-2018	26-Sep-2018	1
9	RSS	4	Glacier National Park Rogers Pass, BC	Canada	Hiking and Camping	Outdoor Education Students	10 to 12	24	25-Sep-2018	28-Sep-2018	3
10	MBSS	4	Boucherie Bluffs, BC	Canada	Climbing, Rappelling, Belaying, Hiking	Outdoor Education Students	10 to 12	8 to 12	26-Sep-2018	26-Sep-2018	0

LEVEL 4 AND 5 FIELD STUDY SUMMARY – 2018/2019

No.	SCHOOL	LEVEL	DESTINATION	COUNTRY	NATURE OF TRIP	GROUP INVOLVED	GRADE	# OF STUDENTS	LEAVE DATE	RETURN DATE	# OF DAYS
11	DRK	4	Eagle Bay Camp (near Sicamous, BC)	Canada	Camping, Kayaking, Archery, Climbing Wall	Grade 8 Students	8	75	26-Sep-2018	28-Sep-2018	2
12	SVM	4	E.C. Manning Provincial Park, BC	Canada	Camping and Hiking	Outdoor Education Students	8	42	26-Sep-2018	28-Sep-2018	2
13	KLO	4	Myra Canyon Adventure Park Kelowna, BC	Canada	Team Building, Ropes, and Ariel Treetop Courses	WEB Leadership Classes	9	53	27-Sep-2018	27-Sep-2018	0
14	KSS	4	Gulf Islands, BC	Canada	SALTS Tall Ship Sailing	Outdoor Education & Rec Leadership Students	11 & 12	27	30-Sep-2018	5-Oct-2018	5
15	DRK	4	Myra Canyon Adventure Park, Kelowna, BC	Canada	Team Building, Ropes and Ariel Treetop Courses	Grade 7 Students	7	65	1-Oct-2018	1-Oct-2018	0
16	OKM	4	Okanagan Mountain Park, BC	Canada	Canoe Trip and Environmental Science Inquiry	OKM Quest BC Class	11 & 12	23	1-Oct-2018	3-Oct-2018	2
17	MBSS	4	Boucherie Bluffs, BC	Canada	Climbing, Rappelling, Belaying, Hiking	Outdoor Education Students	10 to 12	12	2-Oct-2018	2-Oct-2018	0
18	OKM	5	Ashland, OR	USA	Attending the Oregon Shakespeare Festival	OKM Theatre Company	10 to 12	17	2-Oct-2018	6-Oct-2018	4
19	KLO	4	Myra Canyon Adventure Park, Kelowna, BC	Canada	Team Building, Ropes and Ariel Treetop Courses	Grade 7 Students	7	50	3-Oct-2018	3-Oct-2018	0

LEVEL 4 AND 5 FIELD STUDY SUMMARY – 2018/2019

No.	SCHOOL	LEVEL	DESTINATION	COUNTRY	NATURE OF TRIP	GROUP INVOLVED	GRADE	# OF STUDENTS	LEAVE DATE	RETURN DATE	# OF DAYS
20	MJE	4	Silver Lake Camp (near Peachland, BC)	Canada	Community Celebration and Team Building	All Grade 5 Students	5	90	4-Oct-2018	4-Oct-2018	0
21	KSS	5	Washington, DC and New York City, NY	USA	Fine Arts, Media and Cultural Tour	Fine Arts and Media Students	10 to 12	38	8-Oct-2018	12-Oct-2018	4
22	MBSS	4	Skaha Bluffs Provincial Park, BC	Canada	Outdoor Leadership Development, Assisting Beginners' Rock Climbing	Leadership Students	11 & 12	12	09-Oct-2018	14-Oct-2018	5
23	MBSS	4	Okanagan Mountain Park, BC	Canada	Hiking	Outdoor Education Students	9	30	10-Oct-2018	12-Oct-2018	2
24	MBSS	4	Skaha Bluffs Provincial Park, BC	Canada	Introduction to Rock Climbing	Outdoor Education Students	10 to 12	10 to 24	10-Oct-2018	14-Oct-2018	4
25	KSS	4	Finlayson Lakes (near Mabel Lake, BC)	Canada	Hiking and Camping	Outdoor Education Students	11	46	11-Oct-2018	13-Oct-2018	2
26	GPE	5	Disneyland, Anaheim, CA	USA	"Dreams Take Flight" Program	Special Needs Students	5 & 6	5	15-Oct-2018	17-Oct-2018	2
27	SVE	5	Disneyland, Anaheim, CA	USA	"Dreams Take Flight" Program	Special Needs Students	3 to 5	6	15-Oct-2018	17-Oct-2018	2
28	KSS	4	Brent Mountain (near Penticton, BC)	Canada	Hiking	Outdoor Education Students	12	24	18-Oct-2018	18-Oct-2018	0
29	MBSS	4	Rockridge Canyon, Princeton, BC	Canada	BC Student Leadership Conference	Leadership and Indigenous Leadership Students	10 to 12	20	18-Oct-2018	21-Oct-2018	3

LEVEL 4 AND 5 FIELD STUDY SUMMARY – 2018/2019

No.	SCHOOL	LEVEL	DESTINATION	COUNTRY	NATURE OF TRIP	GROUP INVOLVED	GRADE	# OF STUDENTS	LEAVE DATE	RETURN DATE	# OF DAYS
30	MBSS	4	Rockridge Canyon, Princeton, BC	Canada	BC Student Leadership Conference	Junior Firefighter Academy Students	11 & 12	17	18-Oct-2018	21-Oct-2018	3
31	RSS	4	Rockridge Canyon, Princeton, BC	Canada	BC Student Leadership Conference	Leadership and Indigenous Leadership Students	8 to 12	10	18-Oct-2018	21-Oct-2018	3
32	OKM	4	Pacific Rim National Park and Clayoquot Sound	Canada	Exploration of Ocean Ecosystems & Pollution and First Nations Cultural Practices	OKM Quest BC Class	11	23	18-Oct-2018	22-Oct-2018	4
33	RSS	4	Bamfield, BC	Canada	Marine Biology Field Studies and Lab Work	Biology Students	11 to 12	20	19-Oct-2018	23-Oct-2018	4
34	OKM	4	Gulf Islands National Park and Victoria, BC	Canada	Sailing and Life Training	OKM Quest BC, Leadership and International Education Students	7 to 12	27	21-Oct-2018	27-Oct-2018	6
35	MBSS	4	Okanagan Mountain Park, BC	Canada	Hiking	Outdoor Education Students	9	30	24-Oct-2018	26-Oct-2018	2
36	KSS	4	Beaver Lake (near Winfield, BC)	Canada	Camping and Canoeing	Outdoor Education Students	12	22	25-Oct-2018	26-Oct-2018	1
37	KSS	4	Kettle Valley Railway, Penticton, BC (towards Osprey Lake)	Canada	Camping and Biking	Outdoor Education Students	11	24	1-Nov-2018	2-Nov-2018	1

000081

LEVEL 4 AND 5 FIELD STUDY SUMMARY – 2018/2019

No.	SCHOOL	LEVEL	DESTINATION	COUNTRY	NATURE OF TRIP	GROUP INVOLVED	GRADE	# OF STUDENTS	LEAVE DATE	RETURN DATE	# OF DAYS
38	~~OKM~~	~~5~~	CANCELLED ~~Jyvaskyla and Helsinki~~	~~Finland~~	~~Curricular School / Hockey & Cultural Tour~~	~~OKM Hockey Canada Skills Academy~~	~~9 to 12~~	~~24~~	~~30-Nov-2018~~	~~9-Dec-2018~~	~~9~~
39	KSS	5	Edmonton, AB	Canada	Basketball Tournament	4A Boys Basketball Team	10 to 12	15	12-Dec-2018	16-Dec-2018	4
40	KSS	5	Seattle, WA	USA	Basketball Tournament	4A Boys Basketball Team	10 to 12	15	26-Dec-2018	29-Dec-2018	3
41	MBSS	5	Honolulu, Hawaii	USA	Soccer Games and Tournament	MBSS Soccer Team	9 to 12	22	7-Mar-2019	15-Mar-2019	8

Submitted to Board of Education Meeting September 26, 2018

000082

Central Okanagan Public Schools
Together We Learn

BOARD OF EDUCATION INCAMERA BOARD MEETING GENERAL STATEMENT

Date: **Wednesday, September 12, 2018**
Time: **3:30 pm to 5:19 pm**
Location: **School Board Office**
1040 Hollywood Road S.
Kelowna, BC

Trustees in Attendance:
Trustee M. Baxter (Chairperson)
Trustee D. Butler
Trustee R. Cacchioni
Trustee J. Fraser
Trustee C. Gorman *(arrived at 3:40)*
Trustee L. Mossman *(via teleconference)*
Trustee L. Tiede

Staff in Attendance:
K. Kaardal, Superintendent of Schools/CEO
E. Sadlowski, Secretary-Treasurer/CFO
T. Beaudry, Deputy Superintendent
B. McEwen, Director of Instruction - Human Resources
K. Cormier, Assistant Director of Human Resources
L. Parker, Executive Assistant *(Recorder)*

The following general statement is prepared and issued in accordance with Section 72 (3) of the School Act RSBC 1996

The meeting was called to order at 3:30 pm.

1. The Board adopted the Agenda as presented for the Incamera Meeting of September 12, 2018.
2. The Board adopted the Minutes as amended for the Incamera Meeting of June 27, 2018.
3. There were three Human Resources Information Items.
4. There were no Human Resources Action Items.
5. There was one Action Items.

(The Superintendent of Schools/CEO and Deputy Superintendent declared a Conflict of Interest for the Action Item and left the meeting while that item was being discussed.)

6. There were eight Information Items.
7. There were four Items Requiring Special Mention.

The meeting was adjourned at 5:19 pm.

____
Eileen Sadlowski, Secretary-Treasurer