

School District No. 28 (Quesnel)

Financial Statement Discussion and Analysis For the Year Ended June 30, 2022



Contents

The following is a discussion and analysis of the District's financial performance for the fiscal year ended June 30, 2022. It is based on currently known facts, decisions, and conditions. The purpose of the Financial Statement Discussion and Analysis is to highlight information and provide explanations which enhance the reader's understanding of the District's financial statements. This section is only an introduction and should be read in conjunction with the District's financial statements for the same period. The preparation of the Financial Statement Discussion and Analysis is the responsibility of the management of the District.

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OVERVIEW OF THE SCHOOL DISTRICT

School District 28 Quesnel serves the communities of Quesnel, Wells and Nazko. The District serves approximately 2,950 students and employs approximately 590 staff. There are 12 elementary schools, one junior school, one secondary school, one alternate school and a distance learning school. Seven trustees make up the Board of Education and engage in the development of a strategic plan, building the vision, mission, values and priorities which will set the stage for the District.

The School District is located on the traditional and unceded territory of the Lhtako Dene Nation. Approximately one-third of the student population is of Indigenous ancestry. Indigenous students from the First Nations of Nazko, Lhtako, ?Esdilagh, and Lhoosk'uz, as well as students who are Métis, and Inuit attend School District 28 schools. School District 28 is committed to true and lasting reconciliation with Indigenous peoples. Our Indigenous partnerships are essential to the success of this plan and together we will journey toward a better future.

The mission, vision and values guide all decisions, made by the Board of Education.

Mission

The purpose of the British Columbia School system is to enable learners to develop their individual potential and to acquire the knowledge, skills, and attitudes needed to contribute to a healthy society and a prosperous and sustainable economy.

Vision

All students in the Quesnel School District will grow and learn; the success of our students is at the core of all our decisions and actions. Collaboration and evidence based conversations will inform our work in assessment, instruction, and intervention so that all students will experience academic, social and emotional growth, and ultimately, their transition into adulthood is nurtured.

Our advocacy on behalf of each student will make School District 28 a district where engaged students become critical thinkers and responsible citizens.

Values

In order to achieve our vision, we in the Quesnel School District commit to:

- providing early literacy intervention Grades K-2
- providing literacy intervention Grades 3-12
- providing numeracy intervention Grades K-12
- providing social emotional learning grades K-12
- engaging in collaboration (Subject, Grade, School, District)
- including parents in supporting children's learning
- serving a diverse population of students in an inclusive environment
- developing and using common, authentic assessments
- building positive relationships among all District personnel
- providing training, in service and opportunities for professional development
- effectively using resources (facilities, staffing, equipment, technology)





UNDERSTANDING THE FINANCIAL STATEMENTS

The District uses fund accounting and deferral accounting and each of its funds has specific restrictions in accounting for funds received and expended. These methods are primarily used in the public sector where the goal is to avoid budget deficits while providing the greatest benefits to the public by strategically allocating the resources that are available. In this respect, school districts are expected to ensure that resources are allocated in the most efficient way possible to achieve the goals for students.

The two key audited statements are:

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



A Statement of Changes in Net Debt, Statement of Cash Flows and the Notes to the Financial Statements are also audited and provide further analysis of District finances.

The schedules at the end of the notes to the financial statements are in a format prescribed by the Ministry of Education and Childcare (MECC). 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 1: Accumulated Surplus** summarizes the surplus for the year and accumulated surplus amounts from each of the three funds.
- Schedule 2: Operating Fund accounts for the District's daily operating transactions. Annual and accumulated surplus within the operating fund are an important indication of financial health. School districts are unable to incur an accumulated deficit position. When the District has an available accumulated surplus balance, those funds are available to use for future expenses and to reduce the financial risk of unforeseen circumstances. The operating fund is where most of the District's operations are reported.
- 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 reports investments in and financial activities related to tangible capital assets, including land, buildings, furniture, computers and equipment. Capital contributions are accounted for using the deferral method. Recognition of the capital funding revenue is spread out over the life of the related capital asset to match the amortization expense. Therefore, capital fund revenues reflected in the financial statements are not a reflection of actual funding received in a year.



FINANCIAL HIGHLIGHTS

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

- Construction of the new Quesnel Junior School to be opened in September 2022
- Dragon Lake Elementary exterior envelope upgrade and playground
- Nazko Valley Elementary HVAC system upgrade
- Carson Elementary emergency portable installation and temporary playground
- Various others including roof, lighting, flooring and classroom upgrades



Other Significant Events:

- The Board approved a budget for 2021/2022 school year of the reinvestment of accumulated surplus dollars of \$585,000. The District's final use of accumulated surplus was \$232,000. The entire reinvestment plan was not realized due to difficulties hiring new staff to fill vacant positions.
- In the prior year the District received \$1.4 million in funding for Covid-19 related expenses versus \$0.2 million this year for a decrease in revenue for this year of \$1.2 million.
- Per Note 22 to the financial statements, all school districts were directed to apply the half-year
 rule method of amortization beginning in the fiscal year an asset is placed into service. The
 District has made a retroactive adjustment to recognize amortization of all assets and deferred
 capital contributions beginning in the first service year, which resulted in a prior period
 adjustment.

The Covid-19 outbreak was declared a pandemic by the World Health Organization in March 2020 and has had a significant, market and social dislocating impact worldwide. The ongoing impact of the pandemic presents uncertainty over future cash flows and may have a significant impact on future operations including decreased in revenue, impairment of receivables, reduction in investment income and delays in completing capital project work. As the situation is dynamic and the ultimate duration and magnitude of the impact are not known, an estimate of the future financial effect on the District is not practicable at this time.

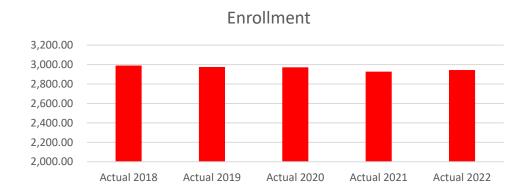
Overall as of June 20, 2022, the District has strong financial health. This strong financial health can be contributed to sound financial management, planning and governance and is illustrated throughout this report.



ENROLLMENT AND STAFFING

The operations of the District are dependent on continued grant funding from MECC primarily based on student enrollment, students identified with special needs and other demographic and geographical factors. Expenditures are primarily associated with staffing and related compensation and benefits. Student enrollment and staffing levels are reflected below.

Enrollment has been consistent for the past 5 years, the 2021 and 2022 numbers were affected by the Covid-19. Staffing and expenses are adjusted each year to match enrollment and student needs.



Staffing is the most significant operational expenditure of school districts. The teaching and administration staffing for the District has remained consistent year over year matching enrollment. There was an increase to support staff for additional educational assistants/youth care workers to meet the needs of students. The following table is in Full Time Equivalent (FTE), the headcount is approximately 590 employees. There were additional staff added last year and this year for requirements related to Covid-19. The additional positions were funded through special purpose funds received from the government for Covid-19. The table below has been adjusted to remove these positions due to their temporary nature (2022 – 2.5 FTE and 2021 – 12.3 FTE).

Full Time Equivalent (FTE) *	21/22	20/21	Variance
Teachers	201	201	-
Principals and Vice Principals	21	21	-
Support Staff	192	188	3
Other Professionals	16	16	-
	430	426	3

^{*} These numbers have been adjusted to remove additional staff for Covid-19



STATEMENT OF FINANCIAL POSITION

The Statement of Financial Position is a consolidated snapshot of the District's financial position and includes all three funds (operating, special purpose and capital).

The following table provides a comparative analysis of the District's Net Financial Position for the fiscal years ending June 30, 2022 and 2021 with a review of the more significant year over year changes discussed below.

Statement of Financial Position	Jun 2022	Jun 2021	Increase (Decre	ase)
(In Thousands)	Actual \$	Actual \$	\$	%
Cash & Cash Equivalents	6,250	5,094	1,156	23%
Receivable Due from Province - MECC	4,536	2,656	1,880	71%
AR Other	286	252	33	13%
Total Financial Assets	11,072	8,002	3,069	38%
Accounts Payable & Accrued Liabilities	5,083	1,343	3,740	279%
Unearned Revenue	50	0	50	0%
Deferred Revenue	805	764	41	5%
Deferred Capital Revenue	63,561	38,191	25,370	66%
Employee Future Benefits	941	967	(25)	-3%
Other Liabilities	2,551	3,112	(561)	-18%
Total Liabilities	72,991	44,376	28,615	64%
Net Financial Assets (Debt)	(61,919)	(36,374)	(25,546)	70%
Tangible Capital Assets	70,042	44,871	25,171	56%
Restricted Assets (Endowments)	122	122	0	0%
Prepaid Expenses	417	468	(51)	-11%
Supplies Inventory	46	21	24	115%
Total Non-Financial Assets	70,626	45,482	25,145	55%
Accumulated Surplus (Deficit)	8,707	9,108	(401)	-4%



Financial Assets are assets that can be used to discharge liabilities and provide working capital funds in the normal course of operations. The increase in financial assets from the prior year resulted from the construction of the new Quesnel Junior School. The construction expenses have increased the cash and accounts receivable balances due to timing of funds from MECC.



Liabilities are obligations of the District to others arising from prior transactions, the settlement of which will require the use of current and future financial assets. The increase in liabilities from the prior year resulted from the construction of the new Quesnel Junior School which increased deferred capital revenue and accounts payable.

Non-financial assets are assets that cannot be traded on the financial market and whose value is derived by its physical net worth.

- Tangible capital assets (TCA) include buildings, equipment, furniture, technology and vehicles purchased, constructed or contributed to the District. The balance in the financial statements is the historical cost of the assets less accumulated amortization to June 30, 2022. The increase in TCA is comprised of new assets purchased totaling \$27.3M less amortization of \$1.7M.
- Prepaid expenses result from the District making advanced payments for goods or services to be received in the future. The amount is initially recorded as an asset, but their value is expensed over time onto the income statement.
- Accumulated surplus or deficit represents the net assets or debt of the District. The District incurred a deficit for the 2021/22 fiscal year and continues to be in an accumulated surplus position.

The District has a strong financial position. In addition to the information above the current ratio is another indicator of a healthy financial position. Current ratio is a liquidity ratio that measures the District's ability to pay off its current liabilities with current assets. A ratio greater then one is desirable as it means the District has the ability to pay current liabilities as they are due. A ratio of less then one indicates that the District would have to borrow to meet short term obligations.



The District's ratio is well above one and shows a healthy financial position. The decrease from last year is as a result of higher payables with the building of the new Quesnel Junior School.



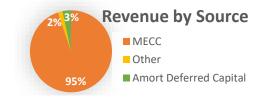
STATEMENT OF OPERATIONS

The Statement of Operations is a consolidated snapshot of the District's revenue and expenses and includes all three funds (operating, special purpose and capital).

Statement of Operations	Operating	Special	Capital	Total	Jun 2021	Increase (Do	ecrease)
(In Thousands)		Purpose				\$	%
Revenues							
Provincial Grants							
MECC	36,304	3,489	0	39,792	40,544	(751)	-2%
Other	0	0	0	0	22	(22)	-100%
Other revenue	44	480	0	524	481	42	9%
Rentals and Leases	191	0	0	191	170	21	12%
Investment Income	36	3	0	40	46	(6)	-14%
Amort of Deferred Capital Rev	0	0	1,392	1,392	1,302	89	7%
Total Revenue	36,574	3,972	1,392	41,938	42,564	(626)	-1%
Expenses							
Instruction	28,817	3,716	0	32,533	32,753	(220)	-1%
District Administration	1,842	0	0	1,842	1,779	63	4%
Operations and Maintenance	3,880	175	1,389	5,444	5,321	123	2%
Transportation and Housing	2,061	81	378	2,520	2,310	210	9%
Total Expenses	36,600	3,972	1,766	42,339	42,163	176	0%
Surplus (Deficit) for the year	(26)	0	(375)	(401)	401	(802)	-200%
Net Transfers (to) from other funds	(206)	0	206	0	0	0	0%
Accum Surplus (Deficit), opening	2,284	122	6,702	9,108	8,707	401	5%
Accum Surplus (Deficit), closing	2,052	122	6,533	8,707	9,108	(401)	-4%

Understanding the Statement of Operations is made easier by understanding the changes that occurred in each fund. The sections following the Statement of Operations review go into more details for each fund.

Revenue for the District are almost entirely derived from MECC funding and are subject to change year over year depending on enrollment and various government programs and initiatives.

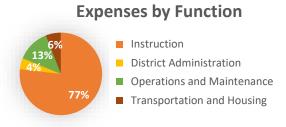


Expenses can be reviewed by four functions:

Instruction: expenses related to the instruction of students. **District Administration:** expenses related to district governance and district administration of education, business and human resources.

Operations and Maintenance: expenses related to the operation, maintenance and safety of buildings and equipment.

Transportation: expenses involved with the transportation of students.



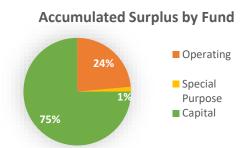


ACCUMULATED SURPLUS (DEFICIT)

Accumulated Surplus (Deficit) equals the contingency reserve for the District and represents the net assets or debt of the District. The District had a deficit for the 2021/22 fiscal year but continues to be in an accumulated surplus position.

The Accumulated Surplus consists of balances from the three funds:

- Operating (usable cash for the District with restrictions)
- Special purpose fund (endowment funds; restricted funds with specific purpose)
- Capital (the majority of the surplus balance 75%; not usable cash for the District)



	June 2022	June 2021	Increase (Dec	crease)
Accumulated Surplus	\$	\$	\$	%
Operating Fund	2,052	2,284	(232)	-10%
Special Purpose Fund	122	122	0	0%
Capital Fund	6,533	6,702	(169)	-3%
Accumulated Surplus	8,707	9,108	(401)	-4%

Operating contingency reserves are necessary to cover emergent operating issues and to offset unrealized revenues.

Eligible expenses for operating contingency reserves include:

- Elimination of any deficit at the end of a fiscal year
- Cost pressures during the year
- Initial one-time and intermittent projects
- Coverage for disaster recovery expenditures
- Replacement of essential equipment
- To appropriate to balance the next year's budget

The operating fund accumulated surplus ("reserve") is the only surplus in the District's control and can be used to balance the budget. The Board had approved a one-time reinvestment of operating accumulated surplus of \$585,000 for the year end June 2022. The District used \$232,000 of the reinvestment approved by the Board. The reinvestment dollars spend were less then planned due to challenges with filling staffing positions.

The capital fund accumulated surplus change is a difference between the amortization of Deferred Capital Revenue (funds received from MECC for capital asset purchases) and amortization of Tangible Capital Assets.



OPERATING FUND

Operating Operations	2021/2022	2021/2022	2020/2021	Variance to	Variance to
(In thousands)	Actual	Budget	Actual	Budget	21/22
Revenues					
Provincial Grants					
Ministry of Education	36,304	36,107	36,011	196	292
Other Revenue	44	20	42	24	2
Rentals and Leases	191	190	170	0	21
Investment Income	36	25	42	11	(6)
Total Revenue	36,574	36,343	36,264	231	310
Expenses					
Instruction	28,817	29,015	28,304	(198)	513
District Administration	1,842	1,825	1,779	17	63
Operations and Maintenance	3,880	4,010	3,814	(130)	66
Transportation and Housing	2,061	2,009	1,938	53	123
Total Expenses	36,600	36,858	35,835	(258)	765
Operating Surplus (Deficit) for the year	(26)	(515)	429	489	(456)
Budgeted Appropriation of Surplus	0	585	0	0	0
Net Transfers to Capital Fund	(206)	(70)	(240)	(136)	34
Total Operating Surplus (Deficit)	(232)	0	190	353	(422)

MECC funding makes up 99.3% of total operating revenue for the District, this means the District is almost solely reliant on the Base Operating Grant which is calculated mainly on student enrollments. The operating fund revenue increased by \$310,000 due to an increase in students and an increase to special needs funding based on student needs. Overall, expenses increased by \$765,000 due mainly to a 2% increase to all wages per the collective agreements, increase in fuel costs and an increase in travel costs with the lifting of travel restrictions due to Covid-19.





The cost of instruction plus busing the students to school comprises 85% of the cost of the District. With the remaining 15% left to maintain the facilities and management of the District. Staffing is the most significant operational expenditure of school districts. The staffing for the District makes up 91% of the operating expenses.

The actual operating revenue was \$231,000 higher then budgeted due to an increased in special needs student funding with an increased in students meeting this criteria. Expenses were lower then budgeted by \$258,000, this was mainly due to difficulties with hiring new staff for vacant positions.



SPECIAL PURPOSE FUND

The Special Purpose funds are utilized to track funding for designated purposes. The balances can often be deferred to subsequent years for the intended purpose. Some of the funds require MECC approval to carry forward and other funds that carry a surplus at the end of the year reduce the funding received in the next fiscal year.

Special Purpose Fund (SPF) (In thousands)	2021/2022 Actual	2021/2022 Budget	2020/2021 Actual	Variance to Budget	Variance to 21/22
Provincial Grants	3,489	3,717	4,554	(228)	(1,065)
Other Revenue	480	324	439	156	41
Investment Income	3	1	4	2	(1)
Total Revenue	3,972	4,042	4,997	(70)	(1,025)
Instruction	3,716	3,867	4,449	(151)	(733)
District Administration	0	0	0	0	0
Operations and Maintenance	175	175	179	0	(4)
Transportation and Housing	81	0	58	81	22
Total Expenses	3,972	4,042	4,687	(70)	(714)
SPF Surplus (Deficit) for the year	0	0	311	0	(311)
Net Transfers to Capital Fund	0	0	(311)	0	311
Total SPF Surplus (Deficit)	0	0	0	0	0

Special purpose revenue and expenses decreased from the prior year mainly due to one-time Covid-19 related funding of \$1.2 million that was received in the prior year. The actual results versus budget are similar and differ mainly due to amounts carried forward to the next year.



Special purpose funds are mainly funded from MECC for specific programs and initiatives. Other significant special purpose funding mainly comes from school generated funds, Breakfast Clubs of Canada, scholarships and bursaries.



	Opening	Revenue	Expense	Closing
	Jun 21			Jun 22
Ministry of Education Grants				
Annual Facility Grant	-	175,319	175,319	-
Classroom Enhancement Fund	-	2,113,885	2,113,885	-
Community Links	-	498,881	498,881	-
Early Learning	21,319	163,400	176,786	7,933
First Nation Student Transportation	193,978	10,309	80,801	123,486
French Language	7,545	88,333	84,026	11,852
Learning Improvement Fund	-	122,271	122,271	-
Mental Health in Schools	-	129,932	65,611	64,321
Pandemic Funding	-	171,739	171,739	-
Other Special Purpose Funds				
Breakfast Club	92,993	102,092	62,427	132,658
Career Grants	63,620	43,200	48,631	58,189
Scholarships and Bursaries	144,161	32,684	35,550	141,295
School Generated Funds	206,908	329,697	304,689	231,916
Various	33,450	31,490	31,484	33,456
Total	763,974	4,013,232	3,972,100	805,106

The closing balance represents carry forward balances available for next year. These amounts are shown as deferred revenue on the Statement of Financial position because the spending of these dollars are restricted based on initial contracts.

First Nation Student Transportation carry forward is a result of waiting for the West Fraser Road repairs so that the ?Esdilagh express bus can be put into operation. These funds will go towards next year's funding.

Mental Health in Schools grant included \$75,000 for Covid-19 recovery plan to help with the challenges brought on by the pandemic. The carry forward amount will help next year with additional support still needed.

The Breakfast Club program received two special grants from Breakfast Clubs of Canada in the last two years totalling \$124,000 to help with the effects from Covid-19. These grants are included in the carry forward and will be used to help support food for students over the next year.



CAPITAL ASSETS

Tangible Capital Assets (Net of Amortization, in Thousands of Dollars)

	Beginning	Ending	\$ Change	% Change
Sites	2,843	2,843	0	0%
Buildings	24,719	25,351	632	3%
Buildings - work in progress	13,658	36,983	23,326	171%
Furniture & Equipment	891	923	31	4%
Furn & Fix - work in progress	-	457	457	100%
Vehicles	2,352	2,661	309	13%
Computer Software	395	316	(79)	-20%
Computer Hardware	13	8	(5)	-40%
Comp - work in progress	-	501	501	100%
	44,871	69,541	24,671	55%

The major change to capital assets is for Quesnel Junior School which has increased Buildings – work in progress by \$22.6 million. The District invested \$26.9 million in capital additions. Funding for these additions came from the following sources: \$26.7 million from the MECC and \$0.2 million from the District Operating Fund.

Ministry of Education and Childcare	
Quesnel Junior School Replacement	22,502,580
Dragon Lake Exterior Envelope & Playground	965,000
Carson Emergent Project	977,965
Nazko Boiler Upgrade	347,420
School Buses	535,344
Lakeview Exterior Envelope	577,911
Lighting Upgrades	31,976
Parkland Roof	65,837
Bouchie Lake Classroom Updates	170,302
District Administration Office Front Entrance	111,528
General Facility Upgrades	446,184
Total	26,732,047

District Operating Funds	
District Truck	49,187
Skid Steer	61,660
District Van	24,722
Bus Engine Replacement	15,592
Website	4,540
Quesnel Junior School Replacement	50,000
Total	205,701

CONTACTING THE SCHOOL DISTRICT'S FINANCIAL MANAGEMENT

This financial report is designed to provide the District's stakeholders with a general overview of the District's finances and to demonstrate the District's accountability for the money it receives. If you have questions about this report or need additional financial information, please contact the Office of the Secretary Treasurer at 250-992-8802.