

ESS PARENT MEETING

AGENDA

Thursday, February 21, 2018



1. PEC update
2. School update
3. Finance update
4. Facility update
5. Draft five-year strategic plan
6. 2019/20 Tuition
7. 2019/20 Registration

ESS FINANCE UPDATE

REVENUES

- Tuition projected below budget:
 - Student count difference (budget vs. real)
 - Support for families in need
- Strong Fundraising efforts
- After School Program

EXPENDITURES

- Cost Control – 139k below budget for the year
- Salaries & Instructional Expenses above last year

SURPLUS

- +100k under budget will allow us to add to our 'Rainy Day Fund' (aka Reserve fund)

PROCEEDS FROM ESS FUNDRAISING

Gifts of Treasure

Total Proceeds of 40,000

- 20% Quebec trip: \$8,000
- 30% Rainy day fund: \$12,000
- 50% Academic enhancements: 20,000

Programs YOU funded:

- Library computer program & computer - \$4,500
- New carpet & furniture for kindergarten & Grade 1s - \$2,500
- New First Nations focused textbooks - \$1,000
- New Phys-Ed Equipment - \$1,500
- School gardening program - \$2,000
- School Dance Program - \$1,000

Still to come:

- Grade level specific Science resources
 - Textbook
 - Hands on science kits

Reserve Account

'RAINY DAY FUND'

- \$12,000 raised from our fundraiser
- Projected to replace 100% of Reserve Account withdrawal from 2017 & 2018.
- 'School Building Enhancement Fund'
 - New CISVA mandate for all schools
 - Min 5% of net fundraising proceeds into the School's Building and Redevelopment Fund.

Revenue Breakdown

REVENUES	2018-19 YTD	% YTD	2018-19 Projected	2018-19 Budget	Variance
MoE Block Grant	870,020	93%	932,464	932,464	0
MoE Special Education Grant	68,652	90%	76,280	76,280	0
Other Govt Grants - French	32,000	100%	16,000	32,000	(16,000)
Special Purpose Grant/Other Grants	1,716	0%	858	-	858
Tuition Fees	623,504	86%	707,649	726,760	(19,112)
Parent Participation Fees	4,305	108%	4,455	4,000	455
Other Sundry Fees	140,705	237%	70,281	59,280	11,001
Hot Dog & Pizza Income	6,548	0%	6,525	-	6,525
Parish Subsidy - School Fundraising	73,023	209%	36,199	35,000	1,199
Parish Subsidy - Tuition Assistance	8,300	0%	4,150	-	4,150
Parish Subsidy - Direct	-	0%	-	-	0
Investment Income - CISVA Trust A/C	3,351	84%	5,351	4,000	1,351
Investment Income - Chancery A/C	-	0%	4,000	8,000	(4,000)
Before & After School Care Programs Rev	50,358	126%	46,794	40,000	6,794
Donations	-	0%	1,000	2,000	(1,000)
Miscellaneous Income	8,363	214%	6,131	3,900	2,231
TOTAL REVENUES	1,012,805	53%	1,911,611	1,923,684	(12,073)

Expense Breakdown

EXPENDITURES	2018-19 YTD	% YTD	2018-19 Projected	2018-19 Budget	Variance
TOTAL SAL. & BEN. - TEACHING STAFF	887,727	85%	1,018,249	1,043,034	24,785
TOTAL SAL & BENEFITS - SPECIAL ED	163,179	86%	185,048	188,995	3,947
TOTAL SALARIES & BENEFITS - TOC	16,372	83%	19,035	19,632	597
TOTAL SALARIES & BENEFITS - ADMIN	55,056	99%	54,149	55,576	1,427
TOTAL SAL & BENEFITS - CUSTODIAN	111,462	104%	106,100	107,153	1,053
TOTAL SPECIAL ED (INSTRUCTIONAL)	27,046	60%	40,466	45,000	4,534
TOTAL INSTRUCTIONAL EXPENSES	42,962	38%	77,997	113,900	35,903
TOTAL GENERAL OFFICE	21,798	67%	27,722	32,500	4,778
TOTAL SERVICES RECEIVED	124,229	114%	103,041	108,874	5,833
TOTAL OPERATIONS AND MAINTENANCE	83,574	65%	102,511	128,660	26,149
TOTAL EQUIPMENT AND FURNITURE	25,228	72%	30,913	35,000	4,087
TOTAL STUDENT ACTIVITY EXPENSES	4,469	50%	7,264	9,000	1,736
TOTAL FUNDRAISING & DEVELOPMENT	-	0%	6,000	12,000	6,000
TOTAL STAFF TEAM BUILDING	1,660	13%	7,330	13,000	5,670
TOTAL PREPAID EXPENSES & INTERESTS	-	0%	-	-	0
TOTAL EXPENDITURES	1,564,761	82%	1,785,825	1,912,324	126,499
			-	-	
SURPLUS / (DEFICIT)	140,928	1241%	172,927	11,360	161,567

FACILITY UPDATE

ASBESTOS REPORT AND NEXT STEPS



Asbestos Building Materials Assessment

Blessed Sacrement
3020 Heather Street,
Vancouver, BC

Prepared for:

**Catholic Independent Schools
of Vancouver Archdiocese**
4885 Saint John Paul II Way
Vancouver, BC, V5Z 0G3

Attention: Michael Donelson
Director, Finance and Administration

August 24, 2018

Pinchin File: 221827.000

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1. Asbestos present
(as in all buildings pre-1990)
2. Surveyed summer 2018
3. Management Plan now in place
4. Small areas of floor tile to be remediated.
(Target Spring Break 2019)

FACILITY UPDATE

SEISMIC UPGRADE REQUIREMENTS &
NEXT STEPS

Ausenco



Process Infrastructure

162350RPT002
Revision Number 0

Roman Catholic Archdiocese of Vancouver and Catholic Independent Schools of the Vancouver Archdiocese

Seismic Risk Assessment and Retrofit Considerations

Site 002 – Blessed Sacrament, Vancouver

28 March 2013

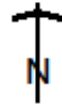


*“It is our moral
imperative to have a
seismic building plan in
place for our schools by
Summer 2020”*




**Archbishop Miller,
December 2018**

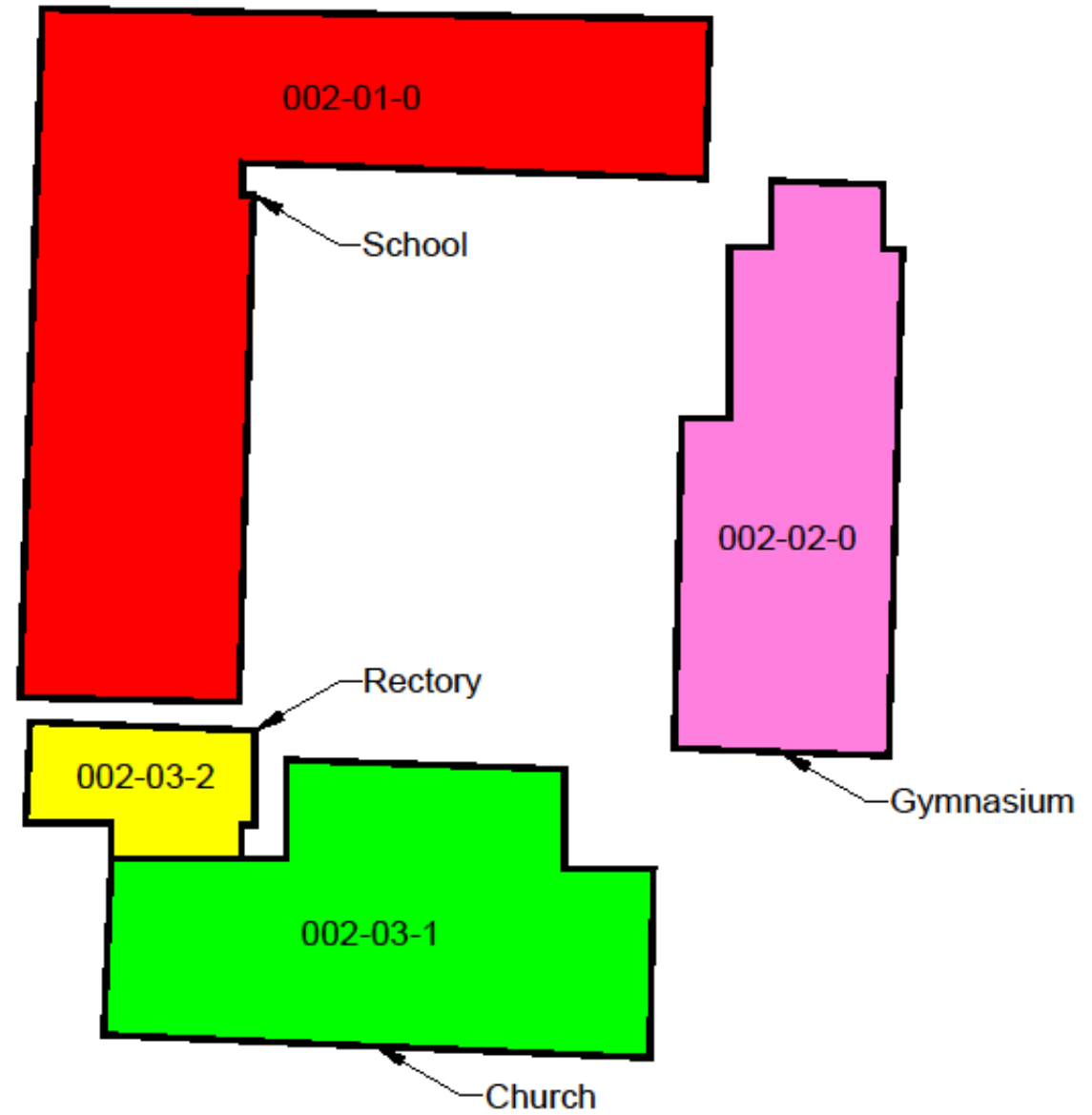
FACILITY UPDATE

SEISMIC UPGRADE REQUIREMENTS &
NEXT STEPS



Legend

-  H1
-  H2
-  H3
-  M
-  L



FACILITY UPDATE

SEISMIC UPGRADE REQUIREMENTS &
NEXT STEPS

Action Plan

1. Initiate Project
2. Establish PEC/Parish Project Committee(s) **WE ARE HERE**
3. Form Project Plan
4. Request for Proposal to Structural Engineers
5. Project Definition Report
6. Resource Confirmation and Fundraising
7. Build

Support/ideas/skills...?

◦

pec@ess.vancouver.bc.ca

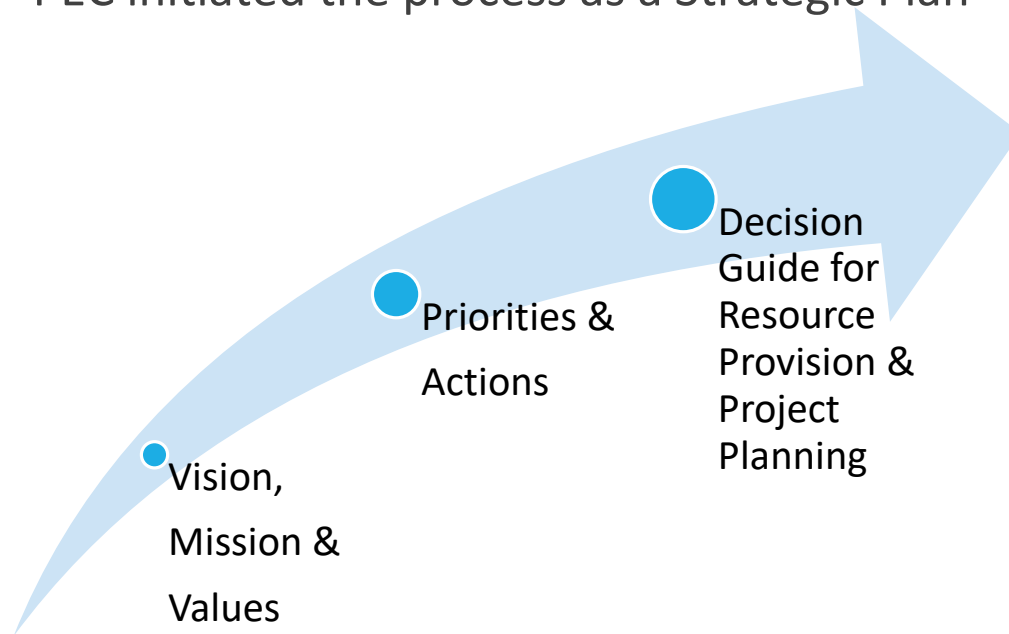
Ecole Saint-Sacrement

Strategic Plan, 2019-2024



WHY A STRATEGIC PLAN?

PEC initiated the process as a Strategic Plan



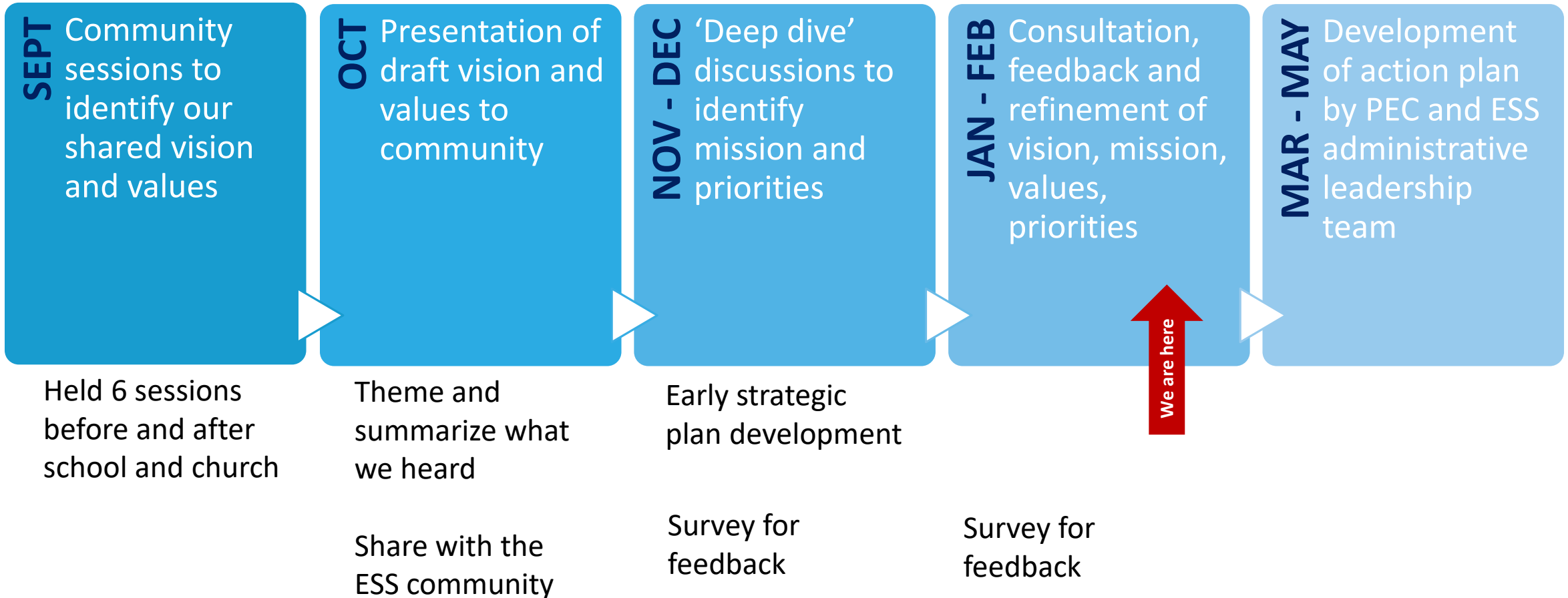
THANK YOU!

Ad-hoc Strategic Planning Committee:

- Chris Chambers (Gr. 1)
- Marie Rogers (Gr. 1)
- Martin Ertl (Gr. 3 and 5)
- Ana-Maria Hobrough (PEC Chair)
- Marion McDermott
- Catherine Obendorf

Ecole Saint-Sacrement

Strategic Plan, 2019-2024



Ecole Saint-Sacrement

Strategic Plan, 2019-2024




DRAFT VISION

ESS is the French immersion school of choice for Catholic families.

DRAFT MISSION

We are a community of students, educators, families and parishioners, committed to instilling a passion for learning, a love of French, and dedication to the Catholic faith.



Ecole Saint-Sacrement

Strategic Plan, 2019-2024



WE VALUE

Love, kindness and compassion

Building close, supportive connections

Cherishing our culture, history and traditions

Fostering resilience, confidence and adaptability in our children

Ecole Saint-Sacrement

Strategic Plan, 2019-2024



DRAFT PRIORITIES

1. Renew the school's pedagogical, faith-based French immersion curriculum
2. Strengthen and deepen our school's culture of philanthropy
3. Adopt a high-functioning administrative and governance structure

DRAFT PRIORITIES

RENEW THE SCHOOL'S PEDAGOGICAL, FAITH-BASED FRENCH IMMERSION CURRICULUM

- ▶ Emphasize, promote and celebrate that consistent, high quality, French is spoken by staff and students
- ▶ Support professional development and renew resources to support a contemporary learning environment
- ▶ Ensure that there is curriculum continuum from grade to grade in all core subject
- ▶ Work with students, families, and parishioners to integrate faith within the curriculum

DRAFT PRIORITIES

STRENGTHEN AND DEEPEN OUR SCHOOL'S CULTURE OF PHILANTHROPY

- ▶ Initiate programs to encourage and promote the Catholic legacy of social justice
- ▶ Engage parents and parishioners in meaningful work for the benefit of the community
- ▶ Develop programs to encourage generosity of time, talent and treasure

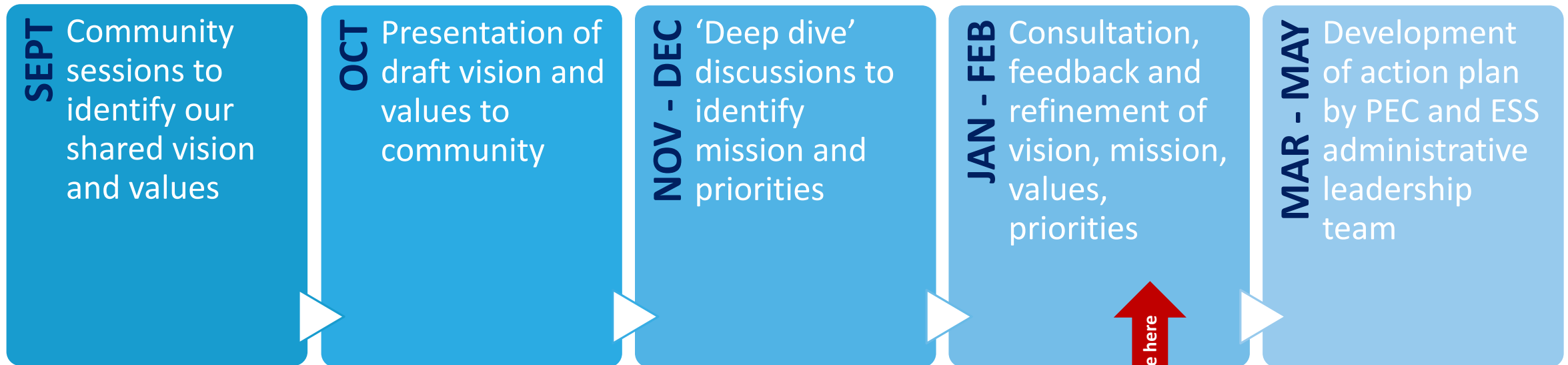
DRAFT PRIORITIES

ADOPT A HIGH-FUNCTIONING ADMINISTRATIVE AND GOVERNANCE STRUCTURE

- ▶ Modernize the leadership structure, administrative processes, resources, and tools
- ▶ Clarify and strengthen governance roles, responsibilities, and policies to support transparent principle-based decision-making
- ▶ Develop and implement a ten year capital plan that includes seismic upgrading of the school and gym

Ecole Saint-Sacrement

Strategic Plan, 2019-2024



NEXT STEPS:

1. An email and survey will be circulated to parents to review and test the draft strategic plan components.
2. Once feedback is reviewed and integrated, PEC will finalize the strategic plan.
3. PEC, current and incoming principal will lead development of the action plan over the coming months.

ESS 2019-2020 TUITION

CHANGES FOR NEXT YEAR'S TUITION

CHANGES FOR NEXT YEAR

- ▶ Three tuition categories instead of four
- ▶ Adjustment to definition of category 1 - active Blessed Sacrament parishioner
- ▶ Tuition rates & categories determined in advance of registration
- ▶ Introduction of family rate for families with three or more children
- ▶ Kindergarten tuition rates the same as other students
- ▶ Tuition increase to bring tuition closer to that of other CISVA elementary schools
- ▶ Adjustment to tuition schedule
- ▶ Multiple payment options for mandatory fees

ESS 2019-2020 TUITION

	Category One Active Parishioners - Blessed Sacrament	Category Two Active parishioners - other Catholic churches	Category Three Those not active in a Catholic parish
One child	315	403	435
Two children	599	764	821
Family Rate	837	1,067	1,153

For next year there is \$40/month per child and \$75/month for two children. If this is a barrier for any of our ESS families please contact Mme. McDermott or Pere Miguel.

The first tuition check to be dated for July 1, 2019 – subsequent months will be deducted on a monthly basis starting in October 2019.

ESS 2019-2020 FEES

Confirmation of 2019-2020 fees

	Amount	Payment due date
Registration	\$50/per child	Check dated April 1, 2019 due with registration package on March 15, 2019
Activity Fees	\$285/per child Consists of: Class fee \$75 Resource fee \$100 Technology fee \$50 Athletic fee \$50 Emergency fee \$10	Three options: \$28.50/deducted each month Single payment of \$285/child postdated cheque for October 1, 2019 Split into two payments with postdated cheques (October 1, 2019 & February 1, 2020)

Fees for 2019/2020 are the same as 2018/2019.

ESS 2019-2020 REGISTRATION

Next year's registration package – all families

REGISTRATION DEADLINE: MARCH 15, 2019

REGISTRATION DOCUMENTS - ALL STUDENTS

- ▶ Registration Form(s) for 2019-2020 school year – one per child
- ▶ Tuition and Fees Form and accompanying cheques if needed
- ▶ Parent Participation Policy
- ▶ Family Statement of Commitment Form
- ▶ Personal Information Protection Consent Form
- ▶ Pre-Authorized Debit Form

ESS 2019-2020 REGISTRATION

Next year's registration package
requirements – all families with new
students

REGISTRATION DOCUMENTS - ALL NEW STUDENTS

- ▶ A copy child's Birth Certificate or Citizenship Card
- ▶ Proof of citizenship of both mother and father, regardless of nationality (ie: copy of birth certificate, citizenship card, passport, permanent resident card, if not already on file)
- ▶ A copy of Baptismal Certificate if applicable
- ▶ Vancouver Coastal Health Immunization Form
- ▶ A copy of Report Card from previous school (Grade 1 – 7 students only)

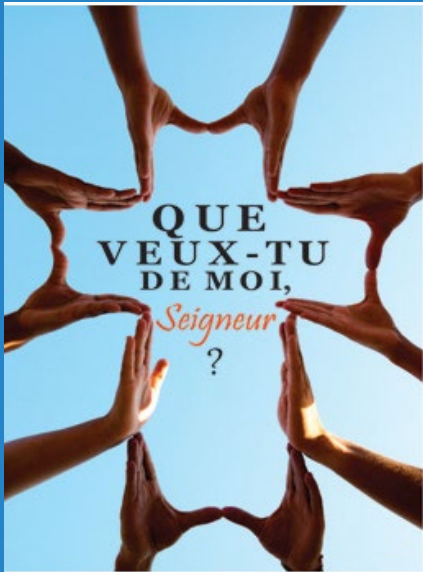
NEW STUDENTS FROM NEW FAMILIES

- ▶ Legal Residency of Parent and documentation with name and address and proof of address

REGISTRATION DEADLINE: MARCH 15, 2019

ESS PARENT MEETING

Thursday, November 1, 2018



Merci et bonne nuit.