
Administrative Memorandum

Regular Board Meeting

Date: June 8, 2017
Topic: Report on Business Development Financial Activity for the Six Months Ended 2016-12-31

Preamble:

At its 2002-11-28 Regular meeting, the Board adopted the following motion:

“WHEREAS the Board has two (2) policies covering corporate sponsorship: Policy #10800 - *Education, Business, Community Partnerships*, and Policy #10815 – *Business Development*; and

WHEREAS the Board has received reports in the past around the corporate sponsorship activities including the four (4) main categories: filming; foundations and corporate donations; promotional programs; and facility rentals; and

WHEREAS concerns have been expressed to Trustees by parents, staff and community representatives regarding the disbursement of the funds raised through corporate sponsorship activities; and

WHEREAS the Board would like to ensure that clear information is provided to students, parents, staff and the community about the financial rewards and individual school benefits that are realized through corporate sponsorship programs.

THEREFORE BE IT RESOLVED THAT Administration provide quarterly reports to the Board regarding the corporate sponsorship activities in the school district with full disclosure of the funds and the allocation of proceeds realized in these endeavours.”

At its 2005-04-14 meeting, the Board revised this motion, directing staff to provide semi-annual instead of quarterly reports.

In light of the above motion referencing two policies, it is important to note that school district achieves its Business Development revenue through the administration of three policies:

Policy #10800 – *Education, Business, Community Partnerships*;
Policy #10805 – *Promotion of External Agencies Through Schools*; and
Policy #10815 – *Business Development*.

The overall benefit generated by the Business Development operations for the six-month period ended 2016-12-31 is summarized as follows:

Report on Business Development Financial Activity for the Six Months Ended 2016-12-31

Staff have prepared the following schedules in relation to the Business Development operations for the six months ended 2016-12-31.

Revenue, By Project **(Schedule A)**.

Donations-In-Kind, By Project **(Schedule B)**.

Disbursement of Discretionary Funds to School **(Schedule C)**.

This report does not include fundraising activities conducted by schools and programs.

The overall benefit generated by the Business Development operations for the six-month period ended 2016-12-31 is summarized from the attached reports as follows:

Funding Sources & Expenses	Six Months Ended Dec 31, 2016	Six Months Ended June 30, 2016	Six Months Ended Dec 31, 2015	Twelve Months Ended June 30, 2016
Funding Sources				
Cash Donations (Schedule A)	\$ 1,595,693	\$ 1,652,375	\$ 1,520,516	\$ 3,172,891
In-Kind Donations (Schedule B)	704,839	531,822	512,413	1,044,235
Total Net Revenue & Other Benefits	2,300,532	2,184,197	2,032,929	4,217,126
Indirect Salaries & Benefit Expenses				
Salaries	107,115	112,037	90,636	202,673
Employee Benefits	22,526	22,912	17,801	40,713
Total Net Salaries & Benefit Expenses	129,641	134,949	108,437	243,386
Total Overall Net Benefits Realized	\$ 2,170,891	\$ 2,049,248	\$ 1,924,492	\$ 3,973,740

The above attribution of indirect salaries and employee benefit expenses for the operation of the department does not include a provision for supplies, services and facilities, as they are not considered significant or material in nature to the analysis. Staff costs are allocated to Business Development proportionate to the time that department management has estimated is dedicated to the activity.

It is recommended:

THAT the Board receive the Report on Business Development Financial Activity for the six months ended 2016-12-31, for information.

Submitted by:

D. Greg Frank, Secretary-Treasurer

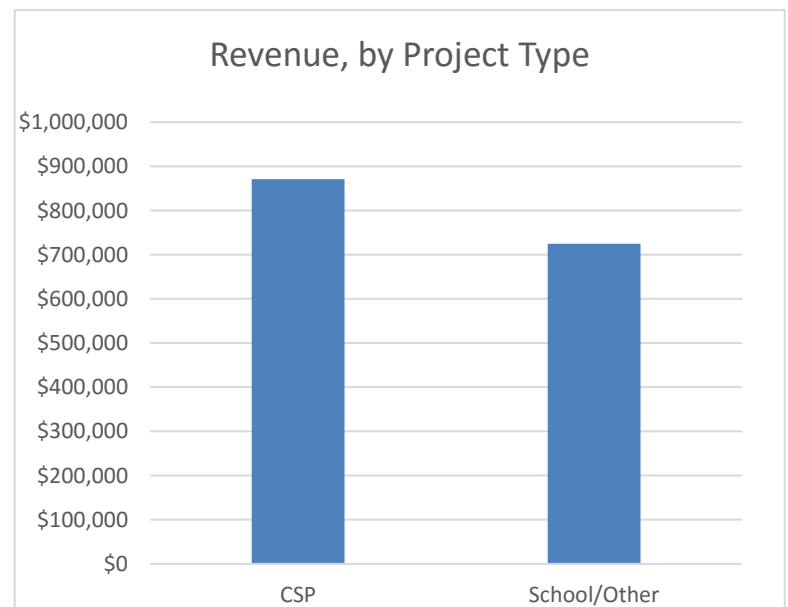
Approved by:

Dr. Jordan Tinney, Superintendent

Report on Business Development Financial Activity for the Six Months Ended 2016-12-31

Schedule A: Revenue, By Project

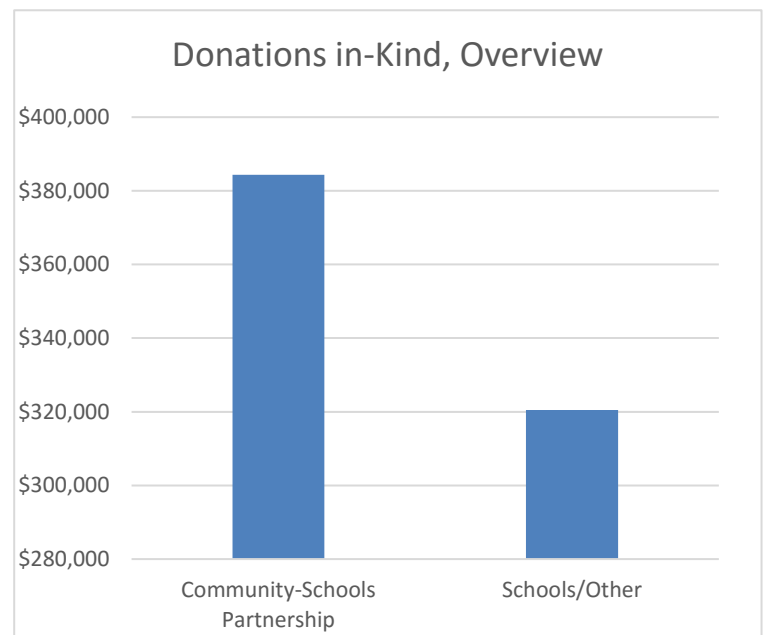
Type	Value
Community-Schools Partnerships	\$ 870,905
Aboriginal Ed. Programs	5,000
After School Programs	267,228
Attendance Matters	105,200
BLAST	3,000
Clubhouse 36	50,000
Expressive Arts Program	632
General	75,000
GLIDE	32,000
Jumpstart	186,995
PAWS	30,000
Play On	38,600
REACH	26,250
Rock It	15,000
Tech-Yi	36,000
School/Other	\$ 724,789
Aboriginal Ed. Programs	39,750
Career Ed.	10,000
Commercial Filming	63,099
Distribution of Material	25,946
Education Services	15,668
Field Trip Bussing	3,998
Food Programs	94,147
Jazz Festival	1,500
Safe Schools	93,250
Sales Programs	15,122
Scholarships	106,500
School Programs	243,670
Staff 50/50 Lottery	12,140
Grand Total	\$ 1,595,693



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Schedule B: Donations-In-Kind, By Project

Type	Sum of Value
Community-Schools Partnership	\$ 384,350
After School Programs	369,000
BLAST	4,500
Clubhouse 36	2,800
Girl Power	100
JumpStart	800
PAWS	1,800
REACH	150
ROOTS	400
Spring Break Camp	4,000
Tech Yi	800
Schools/Other	\$ 320,489
Food Programs	139,600
Safe Schools	7,000
Scholarships	500
School Programs	173,389
Grand Total	\$ 704,839



Schedule C: Disbursement of Discretionary Funds to Schools

DISBURSEMENT OF DISCRETIONARY FUNDS TO SCHOOLS	AMOUNT APPROVED
Beaver Creek Elementary: Seven Sacred Teachings	\$1,443
Betty Huff Elementary: Social Resilience Project	2,000
Bonaccord Elementary: Place-Based Nature Learning	1,635
Brookside Elementary: Coding for the Future	4,380
Cambridge Elementary: Drumbeat	3,275
Cedar Hills Elementary: LEGO Play Therapy	5,000
Cindrich Elementary: Creative Minds and Hands	1,500
City Central, North & South Surrey Learning Centre: Art Workshop	4,800
Cloverdale Learning Centre: Robotics & STEM for disengaged learners	6,525
Cougar Creek Elementary: Problem Solving, Communication & Computation	1,950
David Brankin Elementary: Maker Space	5,000
Earl Marriott Secondary: Empowering Girls to Greatness at EMS	4,750
Ellendale Elementary: Food Safe Certification -Career Prep/Applied Skills	1,000
Erma Stephenson Elementary: Just Dance with Jess Dance	3,750
Fleetwood Park Secondary : Vancouver Symphony and Makerspace	10,000
FocusTREK: Outdoor Education Services	2,000
Forsyth Road: Mindful Makerspace	2,000
Frost Road Elementary: A Makerspace	2,760
George Greenaway Elementary: Special Track Meets	3,000
Georges Vanier Elementary: Robotics Lab for Makerspace	2,000
Goldstone Park: Lego!	1,500
Green Timbers Elementary: Creating, Collaborating and Coding	1,500
Guildford Park Secondary: After School Tutoring and Homework Program	10,000
Harold Bishop Elementary: Swimming Lessons	2,000
Hazelgrove Elementary: Mobile Multiage STEAM Lab	1,500
Holly Elementary: SQX Dance	600
Hyland Elementary: Makerspace: Bringing our Students' Vision to Life	4,987
James Ardiel: James Ardiel Swimming Lessons	2,000
Johnston Heights Secondary: Johnston Heights Design Challenge 2017	3,000
Katzie elementary: Drumming and Phonemic Awareness with Rythym Resource	800
KB Woodward Elementary: Social Learning Through Lego	5,000
Kennedy Trail: Makerspace Learning Commons	1,500
Kirkbride Elementary: ADST Makerspace	2,000

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Latimer Road Elementary: Zones of Regulation	1,890
Lena Shaw Elementary: Learning Through Lego	2,000
Lord Tweedsmuir Secondary: MAC (Making a Connection)	6,000
Martha Currie Elementary: Langley Environmental Partners Greenhouse	770
McLeod Road Elementary: Curious Coders	3,520
MJ Norris Elementary: Hands On Science	5,396
MJ Shannon Elementary: Story Workshop Grant and VSO	5,000
Newton Elementary: Engaging The Disengaged Learners Through Play	1,500
North Ridge Elementary: Building Community Through Inclusive LifeSkills	2,000
North Surrey Secondary: Community Garden and Outdoor Classroom	10,000
Ocean Cliff Elementary: STEM in our School	4,970
Panorama Ridge Secondary School: Orange Games 2016	1,000
Port Kells Elementary: Finding Your Spark	5,000
Prince Charles Elementary: Self-Regulation Sensory Room	2,000
Queen Elizabeth Secondary: C.A.S. E. Program	10,000
Riverdale Elementary: Mobile Creativity Labs	5,000
Senator Reid Elementary: Exploring within Makerspace	1,500
Sullivan Elementary: Sullivan Makers and Creators	1,500
Sunnyside Elementary: Explorations, Leadership and Innovation	1,500
Surrey Traditional: Go Green	2,000
Walnut Road Elementary School: Makerspace	1,500
Woodland Park Elementary: Zones of Regulation	2,000
TOTAL	\$181,201