



# Catholic Independent Schools of Vancouver Archdiocese

*Board of Directors*

## **Memo**

To: Pastors, Education Committee Chairs, Principals  
From: Archbishop J. Michael Miller, President  
Re: **Classroom Enhancement Fund**  
Date: 5 October 2017

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Funding announcements from both the Ministry of Education and FISA were received in late August concerning the establishment of a Classroom Enhancement Fund (CEF) that has been set up because of a Supreme Court decision to restore class size and composition. Independent schools are eligible for a portion of this new funding. In real terms, the amount of additional funding available is \$4.3 million for our schools. It is expected that these funds are used in the 2017-18 financial year.

In subsequent discussions between the Superintendent's Office and the Ministry of Education, the Ministry has agreed to allow CISVA to use a blended formula to disburse these funds to our schools (vs using the school district per pupil amount which varies across the 14 public school districts in which CISVA operates). This formula uses the total CEF amount divided by the total number of eligible students, which works out to \$317.52 per pupil.

The Ministry's directive is quite clear: "The intention is that independent schools use the additional funding in a comparable manner to the public system where the vast majority of funding is used for hiring and compensation related activities and a smaller portion used for other overhead (operating) costs."

Toward this end and to ensure that these funds go toward their intended purpose, the Board has agreed the following:

1. That a blended average per pupil amount be used for all schools.
2. That as a condition of disbursement all schools furnish to the Superintendent's Office a breakout of how these funds will be used (reporting template attached)
3. That \$1,000 per FTE be given to all staff in schools. Where a staff member is less than 1 FTE a pro rata amount is given (eg, 0.6 FTE = \$600).
4. That this staff payment be made in the first pay period in February 2018. It applies to all staff who are actively employed at the school on 1 February 2018.
5. That the TOC Rate for category 1 for the 2017-18 and subsequent years be adjusted by 15% to \$240 per day.



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6. 42.5% of the CEF will be disbursed to schools 1 December, 42.5% on 31 January 2018 and 15% on 30 June 2018.

The Superintendent's Office will work with schools to advise the specific amounts to allow your Treasurer to update the school's final budget that is due 30 October as well as accounting treatment. Also attached with this memo is a set of Frequently Asked Questions for your reference and Accounting Treatment instructions.