



NANAIMO LADYSMITH PUBLIC SCHOOLS

BUSINESS COMMITTEE PUBLIC MEETING

INFORMATION SHEET

DATE: February 9, 2022
TO: Business Committee
FROM: Mark Walsh, Secretary-Treasurer
SUBJECT: 2022/23 Enrolment Projection (Three Year)

Background

In order to comply with section 106.3 (2) of the School Act, a board must submit to the Minister, on or before February 15 of each year, an estimate of the number of students who may be enrolled in educational programs provided by the board in the next school year.

Specifically, the following categories must be included;

- September Enrolment Count, including school-age, adult, special needs, Indigenous Education and English Language Learning
- February Enrolment Count, including Continuing Education, Distributed Learning, special needs enrolment growth and newcomer refugees
- May Enrolment Count, including Continuing Education and Distributed Learning

The enrolment estimates received from school districts will be used by the Ministry to facilitate the development of operating grant estimates.

Operating grant estimates for the upcoming school year are announced by mid-March and confirm the districts preliminary funding levels which is the single biggest driver of revenue and expense in the District, and the foundation of the Annual Budget due to Ministry in June.

Grants are then adjusted in December, following the verification of the September 29th student data collection, where funding levels may be increased or decreased depending on actual student enrolment; funding level differentials are presented to the Board, and reflected in the Amended Annual Budget, due each February.

Discussion:

In early October of each year, directly following the 1701 Student Data Collection, the district sends our data file to an external consultant called Baragar Systems, who provides custom planning software for school districts across the Province.

Our student data is then used in conjunction with demographic trends, school migration trends, birth rates, student participation, and number of other minor factors to produce our districts annual enrolment projection.

The projections provide five years of our historic enrolment, and fifteen years of future estimated student enrolment. However, as Baragar Systems does not take local development into account it is only suitable for short term projections, not long-term facility, or operational planning.

After we receive the Baragar data, we consult with our school principals and facilities staff to determine if the numbers align with local knowledge, we compare Baragar's results with historical student enrolment trends, as well as current enrolment, and then assign projections to schools.

Generally, we tend to project somewhat conservatively in order to avoid being overfunded by the Ministry and to ensure that we do not issue staffing that is not supported by student enrolment. Subsequent to the initial staffing being provided to schools, district staff then monitor student registrations very closely and additional staffing may be provided if student enrolment exceeds our initial projections. This approach allows us to respond to educational needs pursuant to our actual enrolment numbers.

As the board is aware, our 2021/22 projection was extremely conservative due to the unknowns relating to the ongoing pandemic. However, what we saw was students returning to schools from Distributed Learning and homeschooling as well as a rebound in secondary student course load which accounted for a large increase in FTE funding, and was largely attributed to the excellent work of our district staff through initiatives such as Outreach programming.

For 2022/23 we are reverting back to pre-pandemic enrolment projection methodology where our estimates will come in only marginally lower than the total amount anticipated. This not only protects the district from financial loss associated with potential over projecting, but also allows us some room to respond to actual student needs, if we do in fact exceed our initial estimates.

Additionally, and as a reminder to the board, our grade 10 through 12 students are funded on the number of courses they take (FTE), not on headcount, thus there is a conversion factor applied to our secondary enrolment projections. The historical five-year average put this headcount to FTE conversion rate at approximately 99% whereas in 2020-21 this was slightly less than 97%. Because we saw this rebound in 2021-22 back to historic ranges, we've increased our conversion rate for 2022-23 accordingly.

Overall, we have projected an increase of 96 students at the elementary level and 200 at the secondary level, and a total increase in funded FTE of 275.591

The following table provides a summary of change between September 2021 which our current budget accounts for, versus the 2022-23 estimates that our coming year budget will be based on.

| NLPS - Summary of Change: Student Headcount and Funded FTE | Actuals September 2021 | | Projected 2022 | |
|--|------------------------|------------------|----------------|------------------|
| | Student HC | Funded FTE | Student HC | Funded FTE |
| SEPTEMBER ENROLMENT | | | | |
| K FTE | 1041 | 1041.000 | 1041 | 1041.000 |
| Gr. 1 FTE | 1100 | 1100.000 | 1077 | 1077.000 |
| Gr. 2 FTE | 1063 | 1063.000 | 1121 | 1121.000 |
| Gr. 3 FTE | 1109 | 1109.000 | 1103 | 1103.000 |
| Gr. 4 FTE | 1108 | 1108.000 | 1120 | 1120.000 |
| Gr. 5 FTE | 1150 | 1150.000 | 1141 | 1141.000 |
| Gr. 6 FTE | 1120 | 1120.000 | 1178 | 1178.000 |
| Gr. 7 FTE | 1152 | 1152.000 | 1158 | 1158.000 |
| Sub Total | 8843 | 8843.000 | 8939 | 8939.000 |
| Gr. 8 FTE | 1130 | 1129.875 | 1145 | 1145.000 |
| Gr. 9 FTE | 1155 | 1154.375 | 1113 | 1113.000 |
| Gr. 10 FTE | 1014 | 1015.375 | 1162 | 1144.090 |
| Gr. 11 FTE | 1028 | 1065.063 | 1003 | 987.120 |
| Gr. 12 FTE | 896 | 822.625 | 1000 | 984.180 |
| Sub Total | 5223 | 5187.313 | 5423 | 5373.390 |
| K-12 FTE Total | 14066 | 14030.313 | 14362 | 14312.390 |
| Career Tech (CTC) | 93 | 82.062 | 93 | 81.225 |
| K-12 Regular Schools | 14159 | 14112.375 | 14455 | 14393.615 |
| Continuing Education (School Age) FTE | 6 | 0.000 | 0 | 0.000 |
| Alternate Schools FTE | 291 | 289.000 | 295 | 295.000 |
| Distributed Learning (K-9) FTE | 316 | 313.500 | 300 | 300.000 |
| Distributed Learning (10-12) FTE | 342 | 53.000 | 235 | 55.225 |
| Adult FTE (Non-Graduates) | 9 | 2.875 | 8 | 2.500 |
| Sub Total - Alternate Education | 964 | 658.375 | 838 | 652.725 |
| Total Student Headcount | 15123 | 14770.750 | 15293 | 15046.340 |

Total increase in Funded FTE

275.591

The table following reflects the districts three-year enrolment figures as required by Ministry, where the first year will provide the funding for our 2022-23 preliminary budget, the following two years are used by Ministry for future planning purposes.

| Nanaimo Ladysmith Public Schools - 3 Yr Enrolment Projection (Feb 15, 2022) | Budget 2021/22 | Actual Oct 2021/22 | Budget 2022/23 | Budget 2023/24 | Budget 2024/25 |
|--|-------------------|-----------------------|-------------------|-------------------|-------------------|
| SEPTEMBER ENROLMENT - School - Age Basic Allocation | | | | | |
| K FTE | 1068.000 | 1041.000 | 1041.000 | 998.000 | 1027.000 |
| Gr. 1 FTE | 1050.000 | 1100.000 | 1077.000 | 1088.000 | 1028.000 |
| Gr. 2 FTE | 1076.000 | 1063.000 | 1121.000 | 1107.000 | 1106.000 |
| Gr. 3 FTE | 1093.000 | 1109.000 | 1103.000 | 1167.000 | 1133.000 |
| Gr. 4 FTE | 1097.000 | 1108.000 | 1120.000 | 1116.000 | 1170.000 |
| Gr. 5 FTE | 1118.000 | 1150.000 | 1141.000 | 1157.000 | 1134.000 |
| Gr. 6 FTE | 1124.000 | 1120.000 | 1178.000 | 1177.000 | 1178.000 |
| Gr. 7 FTE | 1128.000 | 1152.000 | 1158.000 | 1216.000 | 1204.000 |
| Sub Total | 8754.000 | 8843.000 | 8939.000 | 9026.000 | 8980.000 |
| Gr. 8 FTE | 1133.000 | 1129.875 | 1145.000 | 1166.000 | 1231.000 |
| Gr. 9 FTE | 1118.000 | 1154.375 | 1113.000 | 1152.000 | 1120.000 |
| Gr. 10 FTE | 933.610 | 1015.375 | 1144.090 | 1126.740 | 1145.040 |
| Gr. 11 FTE | 968.140 | 1065.063 | 987.120 | 1144.670 | 1107.660 |
| Gr. 12 FTE | 880.240 | 822.625 | 984.180 | 988.090 | 1116.060 |
| Sub Total | 5032.990 | 5187.313 | 5373.390 | 5577.500 | 5749.760 |
| K-12 FTE Total | 13786.990 | 14030.313 | 14312.390 | 14603.500 | 14729.760 |
| Career Tech (CTC) | 65.000 | 82.062 | 81.225 | 80.000 | 80.000 |
| K-12 Regular Schools | 13851.990 | 14112.375 | 14393.615 | 14683.500 | 14809.760 |
| CE (School Age) FTE | 0.000 | 0.000 | 0.000 | 0.000 | 0.000 |
| Alternate Schools FTE | 255.000 | 289.000 | 295.000 | 295.000 | 295.000 |
| Distributed Learning (K-9) FTE | 170.000 | 313.500 | 300.000 | 300.000 | 300.000 |
| Distributed Learning (10-12) FTE | 78.625 | 53.000 | 55.225 | 55.000 | 55.000 |
| Sub Total | 503.625 | 655.500 | 650.225 | 650.000 | 650.000 |
| Grand Totals - Sept Basic Student Funded FTE | 14355.615 | 14767.875 | 15043.840 | 15333.500 | 15459.760 |
| <i>Change in Basic Student Enrolment</i> | | 412.260 | 275.965 | 289.660 | 126.260 |
| SEPTEMBER ENROLMENT - Unique Student Needs | | | | | |
| Level 1 Special Needs FTE | 15.000 | 17.000 | 16.000 | 15.000 | 15.000 |
| Level 2 Special Needs FTE | 465.000 | 534.000 | 510.000 | 520.000 | 530.000 |
| Level 3 Special Needs FTE | 245.000 | 223.000 | 225.000 | 235.000 | 245.000 |
| English Language Learning FTE | 920.000 | 909.000 | 885.000 | 900.000 | 915.000 |
| Indigenous Education FTE | 2310.000 | 2469.000 | 2400.000 | 2450.000 | 2500.000 |
| Adult Education FTE (Non-Graduates only) | 4.500 | 2.875 | 2.500 | 2.500 | 2.500 |
| Total Adult Education Funded FTE | 4.500 | 2.875 | 2.500 | 2.500 | 2.500 |
| <i>Change in Adult Education Funded FTE</i> | | -1.625 | -0.375 | 0.000 | 0.000 |
| Total Change in September Funded FTE | | 410.635 | 275.590 | 289.660 | 126.260 |
| Total FTE for September Operating Grant | | 14770.750 | 15046.340 | 15336.000 | 15462.260 |
| FEBRUARY ENROLMENT - Continuing Education, Distributed Learning, Special Needs Growth and Newcomer Refugees | | | | | |
| Continuing Education FTE - School-Age | 15.000 | 15.000 | 0.000 | 0.000 | 0.000 |
| Continuing Education FTE - Non-Graduate Adults | 4.000 | 4.000 | 4.000 | 4.000 | 4.000 |
| Distributed Learning FTE K-Grade 9 (School-Age) | 30.000 | 30.000 | 30.000 | 30.000 | 30.000 |
| Distributed Learning FTE Grades 10-12 (School-Age) | 95.000 | 95.000 | 116.000 | 116.000 | 116.000 |
| Distributed Learning FTE - Non-Graduate Adults | 4.000 | 4.000 | 4.000 | 4.000 | 4.000 |
| Level 1 Special Needs FTE Growth (All Schools) | 0.000 | 0.000 | 0.000 | 0.000 | 0.000 |
| Level 2 Special Needs FTE Growth (All Schools) | 10.000 | 10.000 | 10.000 | 10.000 | 10.000 |
| Level 3 Special Needs FTE Growth (All Schools) | 5.000 | 5.000 | 5.000 | 5.000 | 5.000 |
| Newcomer Refugees FTE (Standard & Alternate only) | 6.000 | 6.000 | 0.000 | 0.000 | 0.000 |
| ELL FTE (applies to Newcomer Refugees only) | 6.000 | 6.000 | 0.000 | 0.000 | 0.000 |
| February Sub Total | 154.000 | 154.000 | 154.000 | 154.000 | 154.000 |
| <i>February Enrolment Changes</i> | | 0.000 | 0.000 | 0.000 | 0.000 |
| MAY ENROLMENT - Continuing Education and Distributed Learning | | | | | |
| Continuing Education FTE - School-Age | 6.000 | 6.000 | 0.000 | 0.000 | 0.000 |
| Continuing Education FTE - Non-Graduate Adults | 5.000 | 5.000 | 2.000 | 2.000 | 2.000 |
| Distributed Learning FTE K-Grade 9 (School-Age) | 15.000 | 15.000 | 15.000 | 15.000 | 15.000 |
| Distributed Learning FTE Grades 10-12 (School-Age) | 65.000 | 65.000 | 74.000 | 74.000 | 74.000 |
| Distributed Learning FTE - Non-Graduate Adults | 2.000 | 2.000 | 2.000 | 2.000 | 2.000 |
| May Sub Total | 93.000 | 93.000 | 93.000 | 93.000 | 93.000 |
| <i>May Enrolment Changes</i> | | 0.000 | 0.000 | 0.000 | 0.000 |
| Total District Funded FTE for the year | 14607.115 | 15017.750 | 15293.340 | 15583.000 | 15709.260 |
| Total Budgeted Increase/Decrease | | 410.635 | 275.590 | 289.660 | 126.260 |

The anticipated impact of the projected enrolment increase is reflected below, however, this is subject to Ministry's confirmation of the per pupil student rates, as well as other funding supplements, in March.

| NLPS - Financial Impact of Projected Enrolment for 2022/23 Versus the 2021/22 Amended Annual Budget | | | | | | | |
|--|-------------------|-------------------|----------------|--------|--------------------|--------------------|------------------|
| | Funded FTE | | | RATES | Funding | | |
| | Budget 2022-23 | Actual 2021-22 | Change | | Budget 2022-23 | Actual 2021-22 | Change |
| September Enrolment | | | | | | | |
| Standard (Regular) Schools | 14,393.615 | 14,112.375 | 281.240 | 7,885 | 113,493,654 | 111,276,077 | 2,217,577 |
| Continuing Education | | - | - | 7,885 | - | - | - |
| Alternate Schools | 295.000 | 289.000 | 6.000 | 7,885 | 2,326,075 | 2,278,765 | 47,310 |
| Distributed Learning | 355.225 | 366.500 | (11.275) | 6,360 | 2,259,231 | 2,330,940 | (71,709) |
| Adult Education (Non-Graduates) | 2.500 | 2.875 | (0.375) | 5,030 | 12,575 | 14,461 | (1,886) |
| Total September Enrolment | 15,046.340 | 14,770.750 | 275.590 | | 118,091,535 | 115,900,243 | 2,193,178 |
| Unique Student Supplements | | | | | | | |
| Home Schooling | 83.00 | 83.000 | - | 250 | 20,750 | 20,750 | - |
| Course Challenges | - | 4.000 | (4.000) | 246 | - | 984 | (984) |
| Level 1 Special Needs | 16.000 | 17.000 | (1.000) | 44,850 | 717,600 | 762,450 | (44,850) |
| Level 2 Special Needs | 510.000 | 534.000 | (24.000) | 21,280 | 10,852,800 | 11,363,520 | (510,720) |
| Level 3 Special Needs | 225.000 | 223.000 | 2.000 | 10,750 | 2,418,750 | 2,397,250 | 21,500 |
| English Language Learning | 885.000 | 909.000 | (24.000) | 1,585 | 1,402,725 | 1,440,765 | (38,040) |
| Indigenous Education | 2,400.000 | 2,469.000 | (69.000) | 1,565 | 3,756,000 | 3,863,985 | (107,985) |
| Total Unique Student Supplements | - | - | - | | 19,168,625 | 19,849,704 | (681,079) |
| Other Funding Categories | | | | | | | |
| Equity of Opportunity Supplement | | | | | 842,654 | 842,654 | - |
| Salary Differential Supplement | | | | | 3,218,333 | 3,218,333 | - |
| Unique Geographic Factor Supplement | | | | | 3,340,508 | 3,340,508 | - |
| Education Plan Supplement | | | | | 128,732 | 128,732 | - |
| February Data Count (New SPED/DL/ELL) | 154.000 | 154.000 | - | | 1,019,806 | 1,019,806 | - |
| May Data Count (New DL Only) | 93.000 | 93.000 | - | | 527,720 | 527,720 | - |
| Total Other Funding Supplements | 247.000 | 247.000 | - | | 9,077,753 | 9,077,753 | - |
| Total September Enrolment | 15,046.340 | 14,770.750 | 275.590 | | 118,091,535 | 115,900,243 | |
| Total Unique Student Supplements | | | - | | 19,168,625 | 19,849,704 | |
| Total Other Funding Categories | 247.000 | 247.000 | - | | 9,077,753 | 9,077,753 | |
| Grand Total - FTE and Revenue | 15,293.340 | 15,017.750 | 275.590 | | 146,337,913 | 144,827,700 | 1,510,213 |

Overall, subject to confirmation by Ministry, the district anticipates an additional \$1.5 million in operating revenue for the 2022/22 preliminary budget. This increase will provide additional staffing resources for students and fund our contractual obligations, inflationary costs, as well as ongoing operational costs subject to adjustment in order to align with coming year estimates.