



**SUDBURY CATHOLIC
SCHOOLS**

Schools to believe in.

DRAFT BUDGET

2017-18

June 1, 2017

Table of Contents

Overview	2
Highlights of the 2017-18 Grants for Students Needs Funding	2
Summary Budget Analysis	4
Enrolment	5
Elementary Enrolment Trending by Grade	5
Elementary Global Enrolment Trending (ADE)	6
Secondary Global Enrolment Trending (ADE)	6
Elementary Enrolment Projections by School and Program	7
Secondary Enrolment Projections by School	8
Summary Budget Comparison Analysis	9
Revenues.....	10
Expenditures	13
Summary.....	16
Analysis of Administration and Governance Compliance	16
Staffing Analysis	16
Administration and Governance Compliance	17
Trustee Governance Budget	17
Director/Superintendent Budget.....	18
Finance Budget.....	18
Human Resources Budget	19
Information Management Systems Operating Budget	19
Information Technology Capital Plan	20
School Foundation Grant.....	21
Learning Opportunities Grant.....	22
Facilities Department.....	25
Operations Funding Analysis	25
Operations Budget.....	25
Capital Funding	26
Transportation.....	28

Overview

Highlights of the 2017-18 Grants for Students Needs Funding

On April 12, 2017, the Ministry of Education issued Ministry Memorandum 2017:B04. This memorandum provides highlights of the 2017-18 Grants for Student Needs (GSN).

Funding to reflect Ratified Extension agreements

- increase in salary benchmarks for unionized teaching and non-teaching staff of 1.5 percent for 2017-18 school year
- funding for one-time payment for professional development which results in a benchmark increase of 0.5 percent * *Note: Unions to conduct survey of their members on the use of these funds to ensure expenditure is consistent with professional development and other professional expenses.*

Also related to the labour agreements the following investments:

Local Priorities Funding (LPF)

In 2017-18, the intent of the Local Priorities Funding (LPF) is to inject net new staffing positions into the system supporting students in need, at risk and adult education, and to support custodial services. The amounts allocated to SCDSB and their intended use (as agreed upon in consultation with the appropriate unions) is as follows:

- 2.5 elementary teachers – 1 at St. John to reduce the number of cross sectional split classes, 1 at St. Benedict and 0.5 at St. Charles College for the purpose of reducing the gap and better meet the needs of students with special education needs and students who are potentially ‘at risk’ as well as to assist with student transition into grade 9
- 1.2 secondary teachers – allocation is spread according to needs across all four secondary schools
- 1 cleaner (floater) and 1 maintenance helper.

Employee Health & Dental Benefit Trusts

2017-18 Table amounts will be updated to reflect inflation protection increases, projected staffing, and board shares of the benefit costs derived from the 2014-15 benefit costs for school boards.

Human Resource Transition Supplement

This supplement is additional funding within the Board Administration & Governance Grant to assist in managing agreements.

Class Size

Junior & Senior Kindergarten

Commencing in 2017-18 implementation of a class size cap of 90% of classes less than or equal to 30 with no more than 10% of JK-SK classes up to 32, only if one of the following exceptions is met:

- If purpose-built accommodation is not available (sunset of this clause after five years)
- If a program will be negatively affected (i.e. French Immersion)
- Where compliance will increase FDK/Grade 1 combined classes

To fund JK/SK cap the average funded class will be lowered to 25.75 in 2017-18. (26.00 average funded in 2016-17). Commencing in 2017-18, Boards must hire an Early Childhood Educator (ECE) for all JK/ SK classes, where, in a school, in a single track at least one class has more than 30 students and one class has less than 16 students.

Grades 4-8

Commencing with 2017-18, Boards whose regulated Grade 4-8 average class size exceeds 24.5 will be required to reduce its 4 -8 maximum average class size to 24.5 within the next five years. To achieve this target the funded average class size will be reduced to 24.17 in 2017-18 to 22.85 at the final phase –in year. Boards who are at or below 24.5 average will not be required to lower their maximum average class sizes.

Capital funding

School Condition Improvement

In 2017–18, funds will be allocated to school boards through the **School Condition Improvement (SCI)** program to address the significant backlog in school renewal needs. Projected budget increase for 2017-18 is \$983,900.

Greenhouse Gas Reduction

As part of the SCI funding, funds will be allocated to **Greenhouse Gas Reduction (GHG)** projects to reduce emissions from facilities in the education sector. The GHG funding is available immediately to boards to facilitate projects over the summer. Projects may include replacement, renewal and installation of energy efficient building components, however funding is only available to March 31, 2018 and will not be available for roll over if not used. Projected budget for 2017-18 is \$536,170.

School Renewal Allocation

Additional funding is provided through the **School Renewal Allocation (SRA)** for improvements to schools for flooring, walls, ceilings, playing fields etc. 40% of the funds are allocated towards operating/maintenance expenditures (i.e. painting) and the balance (60%) allocated towards capital nature expenditures (i.e. roof repairs, accessibility enhancements. Operating /maintenance funding may be directed towards capital expenditures, however not the converse. Additional funding will be available as follows:

Capital - \$85,281

Maintenance - \$56,856

Indigenous Education

In response to conversation with Indigenous representatives the naming of grants specific to supporting Indigenous education have been changed to reflect “Indigenous” peoples, formally referenced as (First Nation, Metis, Inuit, Native).

Enveloping of the Per-Pupil Allocation of the Indigenous Education Grant has continued into 2017-18. In addition to the enveloping provision, boards must spend at least \$84,083 on a dedicated Indigenous Education Lead. This Lead must be at least 1.0 FTE and work closely with a Board Supervisory Officer who is accountable for the implementation of the Ontario First Nation Metis and Education Policy Framework through the Board Action Plan.

Cost Pressure Funding

Transportation Allocation

For boards in a deficit position there is a Cost Update Adjustment of 2%, for boards in a surplus position the increase will be netted against the surplus – SCDSB will be close to a break even. The Fuel Escalation Mechanism will continue in place and will be calculated to a maximum rate of 3%

School Operations Allocation

There will be a 2% cost benchmark update to the non-staff portion of the School Operations Allocation benchmark to assist boards in managing the increases in commodity prices (natural gas, facility insurance, electricity* and other costs).

*2016-17 electricity benchmark was adjusted by 3.5%

Summary Budget Analysis

Our vision

Sudbury Catholic Schools...Creating hopes & dreams through excellence.

Our mission

To nurture and develop the mind, body and spirit of every student within our Catholic learning community.

Strategic Priorities

We are called to live a culture of Catholic Faith and Community.

We are called to live a culture of learning for all.

We are called to live a culture of innovation.

We are called to live a culture of respectful relationships and responsible governance.

We are called to live a culture of stewardship in the use of all resources.

The guiding principles used by the board in the development of the 2017-18 budget are as follows:

- To remain student focused guided by our strategic priorities;
- To preserve programs and enhance deliverables to students;
- To increase efficiencies of operations;
- To ensure value for money;
- To take a conservative approach; and
- To ensure legislative compliance.

Some of the current issues and or trends that the board took into consideration while developing the budget this year are as follows:

- Declining enrolment
- Increases in GSN's are to the benchmarks only
- Transfer of EPO's to GSN's
- Need to promote investment in the Arts and Health and Physical Education
- Promote professional learning for teachers to meet the needs of the 21st century learner
- Classroom environments must reflect 21st century pedagogy
- Succession planning and leadership development

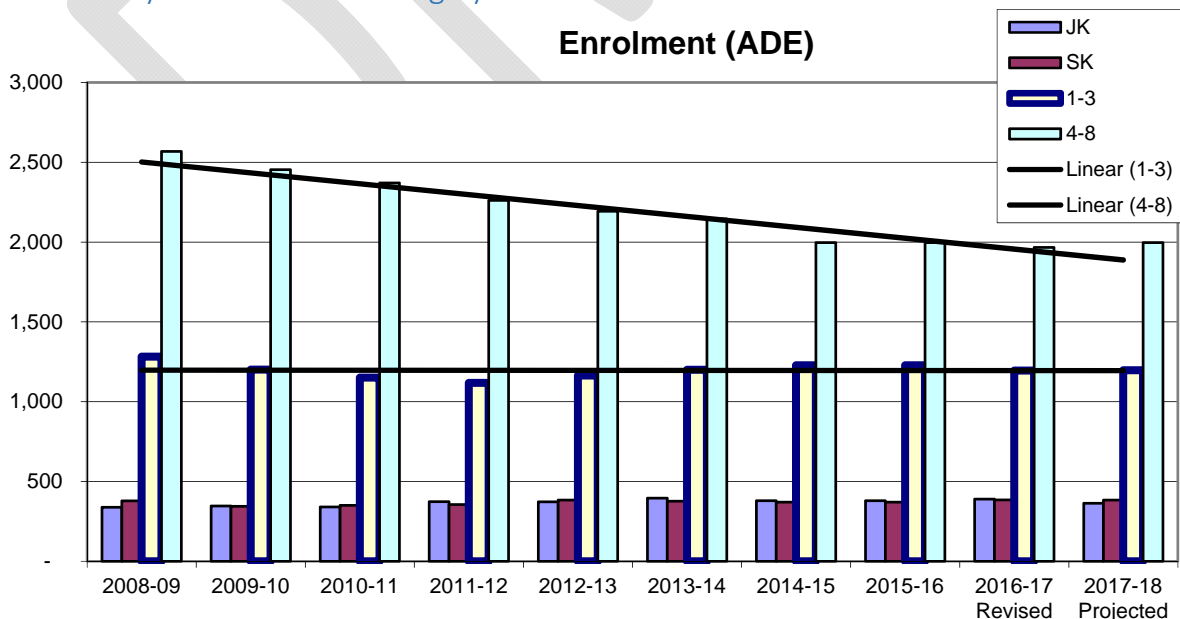
All of the above provided the guidance and direction for the development of the budget and served as the basis for expenditure decisions and can be summarized with the following 3 priorities:

1. *Nurture a collaborative, respectful and trusting culture rooted in our Faith.*
2. *Promote and support mental health and well-being for all students and staff.*
3. *Improving student achievement by reducing the gaps and transforming the learning experience.*

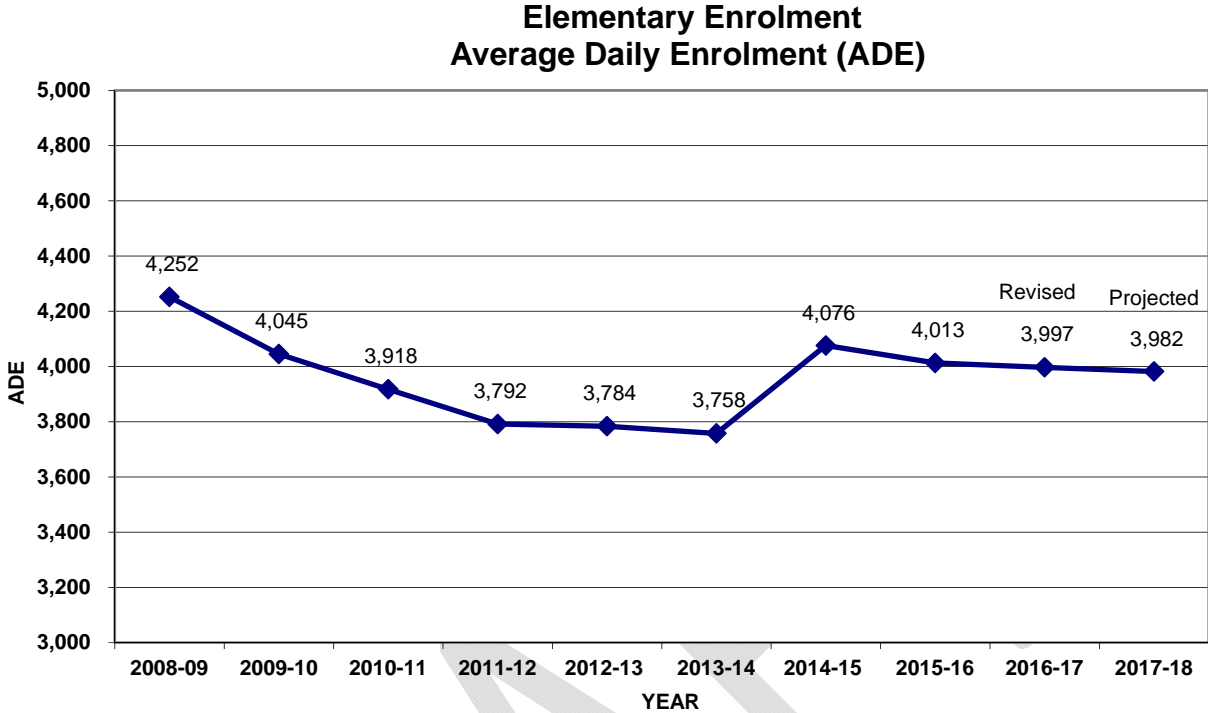
Enrolment

A significant part of the budget-setting process will be completed based on academic staffing decisions which are made in April. These decisions are made based on grant estimates and enrolment projections for the coming year using the best information that we have at that time. It is important to note that our enrolment projections are derived from a combination of staff experience and local area knowledge and on information provided from the Baragar system. This system uses our historical enrolment data as well as future statistical trending in many areas. The sources are Federal, Provincial and from local levels. They include current birth rates, population and preschooler data for each school, multiple years of select data to support historic and trend analysis. The board will continue to be subject to declining enrolment, which will affect its revenue streams.

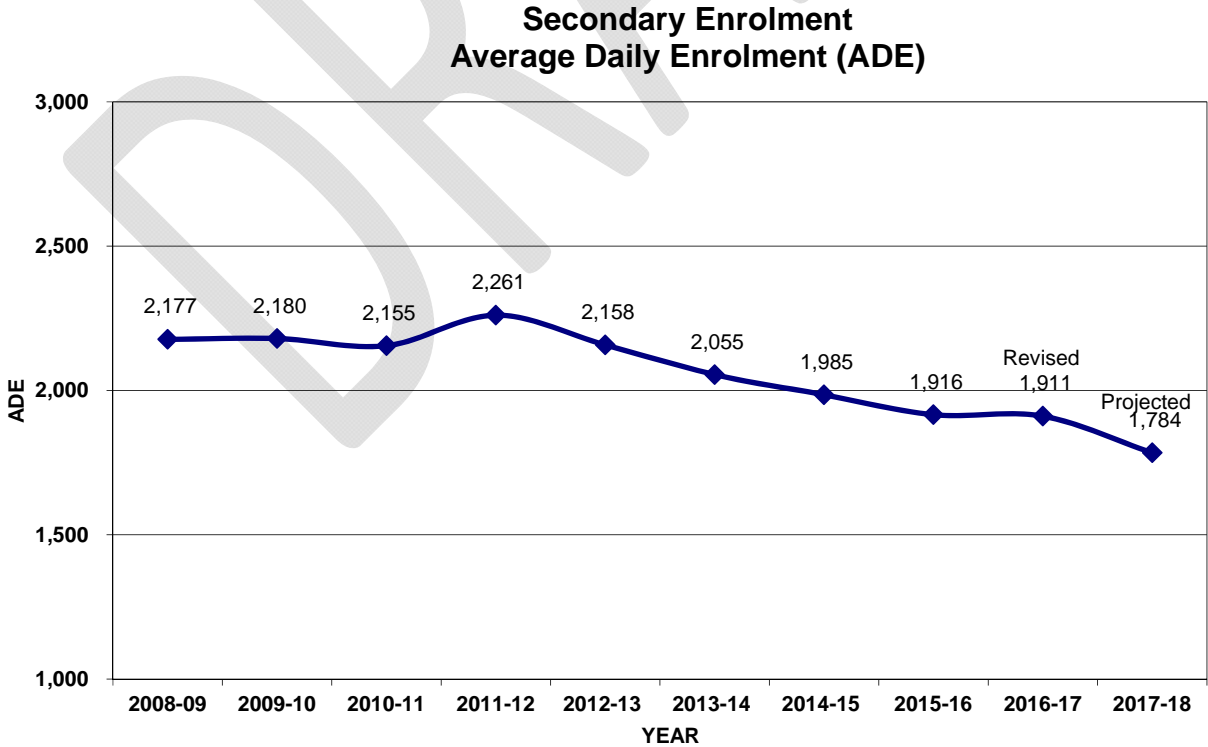
Elementary Enrolment Trending by Grade



Elementary Global Enrolment Trending (ADE)



Secondary Global Enrolment Trending (ADE)



Elementary Enrolment Projections by School and Program

	JK	K	1	2	3	4	5	6	7	8	CSE	Total
Holy Cross School												
Regular:	15	13	15	21	27	30	33	35				189
French Immersion:	30	37	19	29	24	20	16	16				191
Total:	45	50	34	50	51	50	49	51				380
Holy Trinity School												
Regular:	29	32	35	41	50	50	50	42				329
French Immersion:	25	43	30	28	18	19	13	16				192
Total:	54	75	65	69	68	69	63	58				521
Immaculate Conception School												
Regular:	7	8	13	10	15	16	21	18				108
French Immersion:	13	10	11	12	12	8	13	7				86
Total:	20	18	24	22	27	24	34	25				194
Marymount Academy Elementary												
French Immersion:									26	32		58
Girls School - Regular:									24	37		61
Total:									50	69		119
Pius XII School												
Regular:	28	24	25	26	25	22	22	16				188
Congregated Special Ed:											4	4
Total:	28	24	25	26	25	22	22	16			4	192
St. Anne School												
Regular:	12	8	10	15	16	23	18	26	41	38		207
French Immersion:	15	20	20	15	30	15	17	12	17	8		169
Total:	27	28	30	30	46	38	35	38	58	46		376
St. Benedict (Elementary)												
Regular:									56	65		121
French Immersion:									21	22		43
Congregated Special Ed:											7	7
Total:									77	87	7	171
St. Charles College (Elementary)												
Regular:									116	106		222
French Immersion:									17	19		36
Congregated Special Ed:											7	7
Total:									133	125	7	265
St. Charles School												
Regular:	17	16	10	10	22	14	13	20	13	22		157
French Immersion:	25	26	24	26	26	17	26	15	9	9		203
Total:	42	42	34	36	48	31	39	35	22	31		360
St. David School												
Regular:	20	31	34	30	31	28	25	25				224
Total:	20	31	34	30	31	28	25	25				224
St. Francis School												
Regular:	13	15	19	10	16	15	29	13				130
French Immersion:	21	23	21	15	15	9	16	20				140
Congregated Special Ed:											40	40
Total:	34	38	40	25	31	24	45	33			40	310
St. James School												
Regular:	15	13	23	19	24	20	23	20	9	16		182
French Immersion:	23	18	21	18	10	17	5	10	5	2		129
Total:	38	31	44	37	34	37	28	30	14	18		311

	JK	K	1	2	3	4	5	6	7	8	CSE	Total
St. John School												
Regular:	13	12	16	16	19	34	30	23	22	22		207
French Immersion:	12	16	16	12	7	13	11	15	8	3		113
Total:	25	28	32	28	26	47	41	38	30	25		320
St. Joseph School												
Regular:				2	2	0	3	3				10
Total:				2	2		3	3				10
St. Mark School												
Regular:	1	0	2	0	2	2	2	2				11
Total:	1		2		2	2	2	2				11
St. Paul School												
Regular:	9	8	11	12	13	13	11	16				93
French Immersion:	19	14	24	14	17	8	12	17				125
Total:	28	22	35	26	30	21	23	33				218
Elementary Total												
Regular:	179	180	213	212	262	267	280	259	281	306	58	2497
French Immersion:	183	207	186	169	159	126	129	128	103	95		1485
Total:	362	387	399	381	421	393	409	387	384	401	58	3982

Secondary Enrolment Projections by School

	SCC	Marymount	St. Benedict	B.A.C.	St. Albert	Total
Enrolment Data	788.00	228.00	444.00	318.00	40.00	1,818.00
Regular Projection (98% of Enrolment Data)	711.48	223.44	408.66	311.64	40.00	1,695.22
Self Contained Projection	62.00		27.00	-	-	89.00
Total Projections	773.48	223.44	435.66	311.64	40.00	1,784.22

Summary Budget Comparison Analysis

	2016-2017 Estimates	2016-2017 Revised	2017-2018 Estimates
Revenues			
Grants for Students Needs	66,142,980	65,200,405	66,930,002
Other Education Grants	1,253,144	1,783,273	917,145
Grants from Other Ministries - Deferred		459,943	469,000
Taxation	12,056,505	12,358,793	12,358,783
School Generated Funds	2,549,785	2,534,874	2,507,812
Federal Grants	607,714	664,241	620,000
Investment Income	84,000	84,000	90,000
Revenues from Other Sources	571,716	792,901	802,668
Amortization of Deferred Capital Contributions	4,633,004	4,883,065	5,446,792
	87,898,848	88,761,495	90,142,202
Expenditures			
Admin and Governance	4,112,917	4,435,654	4,479,673
Transportation	5,863,668	5,724,118	5,699,307
Instructional	62,389,848	62,970,465	63,749,654
Pupil Accommodation	12,425,067	13,236,458	13,127,381
Other	2,474,537	2,392,358	2,365,296
	87,266,037	88,759,053	89,421,311
Surplus from Operations for Year	632,811	2,442	720,891
Less: Unavailable Internally Appropriated		(935,737)	
Less: Unavailable for Compliance	632,811	700,079	700,080
Surplus for Compliance	0	238,100	20,811
Opening Accumulated Surplus for Compliance	3,157,556	4,300,457	3,602,820
Surplus for Compliance	0	238,100	20,811
Internally Appropriated	0	(935,737)	0
Accumulated Available for Compliance	3,157,556	3,602,820	3,623,631
Accumulated Unavailable for Compliance	632,811	2,541,682	3,241,762
Closing Accumulated Surplus	3,790,367	6,144,502	6,865,393
	3.59%	4.06%	4.02%

Revenues

School boards in Ontario have one main funding source, the Province, though part of this is satisfied by a residential/commercial tax that is determined by the Province and comes from local taxpayers. School boards calculate grant allocations in accordance with Provincial regulations in four broad categories – Foundation Grants, School Foundation Grants, Special Purpose Grants and Pupil Accommodation Grants. Tax revenue is calculated according to provincially-determined formulae and this amount is deducted from total grant allocations, as calculated, to form the net contribution by the Province. Each municipality is informed by the Ministry of Finance as to the portion of local taxes that it must forward to school boards in their jurisdiction.

It should be recognized that it is the provincial grant regulations, which determine the total amount of revenue even though it is paid through two sources, the Province directly and individual municipalities. School boards do not have authority to levy additional taxes to local taxpayers and play no role in the determination of the amount of local taxation. In addition to the chief sources of revenue, there are miscellaneous revenues, which come from a variety of sources, including special government grants, federal grants, school generated funds, and interest earned.

Grants for Student Needs

These grant allocations are calculated based on four broad categories. Overall the board experienced a slight increase in this area despite its projected declining enrolment because of the salary increases that were identified in the extension agreements.

Pupil Foundation Grant

The Foundation grant is a per pupil allocation that supports the elements of a classroom education that are required by, and generally common to, all students (ie. Teachers, ECE's, Library and Guidance, EA's, etc. as well as textbooks and learning materials). This allocation provides for an increase in salary equal to the amounts agreed upon during the collective bargaining processes. These increases are based on established benchmark salary levels. The board is experiencing a slight decrease in this allocation in 2017-18 due to the level of projected declining enrolment.

School Foundation Grant

This grant supports the costs of in-school administration and leadership (salaries and benefits for principals, vice-principals, and office support staff) as well as supplies for school administration purposes.

As part of the School Board Efficiency and Modernization (SBEM) strategy the new allocation method for this grant is moving away from very small schools that are not isolated while investing in schools that are larger, remote or combined (serving both elementary and secondary). The board did benefit with a slight increase in this grant and successfully budgets it's in-school leadership within this grant amount.

Special Purpose Grants

Special Purpose allocations have generally remained consistent or have increased, the board did not experience many decreases in allocations for 2017-18. The board is seeing increases in the Special Education Amount, the Teacher Qualification Amount and the Declining Enrolment Adjustment. The Special Education allocation consists of several components, one

of those is the Differentiated Special Education Needs Amount allocation. This allocation addresses the variation boards experience with respect to students with special education needs and the board’s ability to respond to those needs. This is the final year of a four-year phase-in of the new funding model. During this transition, the board continues to benefit from the adjustments to the calculation for this allocation. The Teacher Qualification and Experience Grant has increased for 2017-18 in proportion to the increase in the salary benchmark established by the Ministry. This grant helps to subsidize those boards who employ teachers with many years’ experience whose salary is well over the benchmark established in the Foundation Grant. The Declining Enrolment Adjustment recognizes that it takes time for boards to react and adjust their cost structures accordingly because board costs do not all decline in a way that is strictly proportional to the declining enrolment that they are experiencing. The board is also experiencing slight increases in the Learning Opportunities Allocation, the Indigenous Education Grant, the Continuing Education Grant and the Student Transportation Grant. The board has experienced slight decreases in the new allocation model of the Administration and Governance Grant, which has not been fully phased-in, due to declining enrolment even though the compensation benchmark for all non-union staff (excluding the Director) has increased.

Pupil Accommodations Grant

The School Operations Allocation addresses the costs of operating school facilities (heating, lighting, maintaining, cleaning) and is calculated as a combination of a per pupil amount, community use of schools and a few other components. The board is experiencing a decrease in this area of funding in 2017-18. This does add challenges, to an area that is already stretched to its limits, trying to maintain aging schools.

Other Education Grants

The board is receiving significantly fewer EPO’s in 2016-17 as the result of the transition of some to the GSN, others are being combined, and others we will no longer be receiving. It is worth noting that in some cases the funding amounts have decreased, which may impact our delivery of services.

Initiative	Amount
Autism Supports and Training	9,499
Autism: Supporting Transition to the New Ontario Autism Program	74,641
Community Use of Schools: Priority Schools	34,000
Community Use of Schools: Outreach Coordinator	54,400
Focus on Youth	30,000
Well-being: Safe, Accepting and Healthy Schools and Mental Health	29,176
Mathematics Strategy	439,347
	<hr/>
	671,063
Learning Disability Empower	247,000
	<hr/>
	<u>918,063</u>

Autism Supports and Training

Funding to support training on Applied Behaviour Analysis (ABA) instructional methods, with increasing skill development to implement ABA instructional methods in the classroom, targeting school based teams, including teachers and other educators working with students with Autism Spectrum Disorder (ASD) and reflecting the individual well-being needs of all students.

Autism: Supporting Transition to the New Ontario Autism Program (\$8.9M)

As announced last June, the Ministry is allocating additional funding over two years to support the transition to the new Ontario Autism Program implemented by the Ministry of Children and Youth Services. In the 2017-18 school year, the second and final year of this investment, all boards will receive funding to strengthen their capacities during this transition. The funding can be used to hire additional personnel and provide team release time to ensure effective transition to school for students with autism spectrum

Community Use of Schools: Outreach Coordinators

Funding is allocated to help ensure the effectiveness of the Community Use of Schools program at the local level through activities such as program coordination, outreach, information sharing, and data collection. The Community Use of Schools program helps all schools offer affordable access to indoor and outdoor school space to not-for-profit groups outside of school hours.

Community Use of Schools: Priority Schools

The Priority Schools Initiative, a component of the Community Use of Schools program, helps a set of schools provide not-for-profit groups free after-hours access to school space in communities that need it most.

Focus on Youth Program

Funding for this program is intended to support the partnership between select school boards and local community agencies to provide summer and after-school programming and employment opportunities for students in high-needs neighbourhoods to enhance youth well-being in those neighbourhoods.

Well-Being: Safe, Accepting and Healthy Schools and Mental Health

Promoting and supporting well-being is one of the four goals of *Achieving Excellence*, Ontario's vision for education. This allocation combines previous years' funding for safe and accepting schools and implementation of board mental health strategies in support of Ontario's comprehensive mental health and addiction strategy.

Renewed Math Strategy K-12

Funding for the Renewed Mathematics Strategy (RMS) is designed to provide additional supports to all district school boards (DSB) with a focus on improving achievement in mathematics. This is intended to help the system achieve key goals related to the Strategy and aligns with the goals of *Achieving Excellence*, Ontario's renewed vision for education. That is, it recognizes the system's needs to increase mathematics achievement overall and close the mathematics achievement gaps, so that all students can succeed.

Expenditures

Operating Budget Comparison

Description	16 - 17 Revised Budget	17 - 18 Budget	Increase/ Decrease	% Change	Notes
ADMIN & GOVERNANCE					
Trustee Remuneration	59,480	59,480	0		
Trustee Supplies and Services	107,714	107,714	0		
Superintendents Salaries & Benefits	833,481	833,481	0		
Support Staff Salaries & Benefits	255,202	257,100	1,898		
Supplies and Services	191,599	214,656	23,057		
Communications	135,646	204,259	68,613		
TOTAL ADMIN & GOVERNANCE	1,583,122	1,676,690	93,568	6%	Note 1
FINANCIAL SERVICES					
Salary & Benefits	636,535	659,188	22,653		
Supplies and Services	291,100	292,300	1,200		
TOTAL FINANCIAL SERVICES	927,635	951,488	23,853	3%	Note 2
HUMAN RESOURCES					
Salary & Benefits	696,956	747,383	50,427		
Supplies and Services	115,809	115,809	0		
Labour Relations	205,600	205,600	0		
TOTAL HUMAN RESOURCES	1,018,365	1,068,792	50,427	5%	Note 3
TOTAL HEALTH & SAFETY	115,483	115,483	0	0%	
INFORMATION MANAGEMENT SERVICES					
Salary & Benefits	1,215,110	1,218,482	3,372		
Supplies and Services	689,427	1,046,895	357,468		
TOTAL INFORMATION MGMNT SERVICES	1,904,537	2,265,377	360,840	19%	Note 4
TOTAL TRANSPORTATION	5,724,118	5,699,307	(24,811)	0%	
ELEMENTARY SALARY AND BENEFITS					
Early Childhood Educators	1,782,854	2,072,894	290,040		
Support Staff	611,681	999,048	387,367		
Principals and Vice-Principals	2,194,790	1,965,875	(228,915)		
Clerical Staff	926,120	926,120	0		
Teachers	21,676,136	21,726,970	50,834		
Teacher Consultants	194,451	286,614	92,163		
Library and Guidance	109,136	111,600	2,464		
Occasional Teachers	803,952	953,952	150,000		
Employee Related Costs	5,000	5,000	0		
TOTAL ELEMENTARY SALARY & BENEFITS	28,304,120	29,048,073	743,953	3%	Note 5
TOTAL ELEMENTARY SCHOOLS	307,114	307,114	0	0%	
ELEMENTARY CURRICULUM					
Curriculum Supplies and Services	261,800	231,800	(30,000)		
New Teacher Induction Program	16,771	19,376	2,605		
OFIP-Invest-In-Tutor	44,115	23,922	(20,193)		
TOTAL ELEMENTARY CURRICULUM	322,686	275,098	(47,588)	-15%	Note 6
TOTAL OTHER ELEMENTARY	110,048	110,048	0	0%	
SECONDARY SALARY AND BENEFITS					
Support Staff	292,000	292,000	0		
Principals and Vice-Principals	1,015,449	1,146,028	130,579		
Clerical Staff	758,970	758,970	0		

Teachers	11,804,126	11,761,076	(43,050)	
Teacher Consultants	321,900	338,815	16,915	
Library and Guidance	752,206	752,206	0	
Occasional Teachers	404,600	554,600	150,000	
Department Heads	100,000	100,000	0	
Employee Related Costs	2,500	2,500	0	
TOTAL SECONDARY SALARY AND BENEFITS	15,451,751	15,706,195	254,444	2% Note 7
TOTAL SECONDARY SCHOOLS	341,926	341,926	0	0%
TOTAL SECONDARY CURRICULUM	100,964	100,964	0	0%
OTHER SECONDARY				
Co-Op Education	18,300	18,300	0	
International Students	95,000	100,000	5,000	
Specialist High School Major	137,815	137,815	0	
Student Success	185,257	185,257	0	
Safe School - Peace Program	121,801	123,711	1,910	
TOTAL OTHER SECONDARY	558,173	565,083	6,910	1%
SPECIAL EDUCATION				
Teachers	6,040,020	6,644,109	604,089	
Educational Assistants	4,404,269	4,615,519	211,250	
Professionals/Technical Staff	810,845	796,000	(14,845)	
Coordinator/Behavioural Expert	240,849	334,008	93,159	
Supplies and Services	343,118	352,117	8,999	
TOTAL SPECIAL EDUCATION	11,839,101	12,741,753	902,652	8% Note 8
CONTINUING EDUCATION				
Credit Courses, Correspondence	232,315	232,315	0	
Literacy and Basic Skills	356,631	356,631	0	
Summer School	13,626	13,626	0	
International Language	14,040	14,040	0	
Personal Support Worker	106,300	106,300	0	
TOTAL CONTINUING EDUCATION	722,912	722,912	0	0%
TOTAL SYSTEM PRIORITIES	935,737	200,000	(735,737)	-79% Note 9
FACILITIES ADMINISTRATION				
Salaries & Benefits	684,385	707,870	23,485	
Employee Related Costs -Operations	31,000	31,000	0	
Supplies and Services	41,000	31,000	(10,000)	
TOTAL FACILITIES ADMINISTRATION	756,385	769,870	13,485	2%
OPERATIONS DIVISION				
Custodial Salaries and Benefits	3,137,356	3,101,256	(36,100)	
Employee Related Costs - Operations	21,300	21,300	0	
Supplies and Services	550,500	567,100	16,600	
TOTAL OPERATIONS DIVISION	3,709,156	3,689,656	(19,500)	-1%
MAINTENANCE DIVISION				
Salaries & Benefits	411,510	416,500	4,990	
Employee Related Costs - Trades	10,250	10,260	10	
Supplies and Services	1,662,318	1,793,500	131,182	
TOTAL MAINTENANCE DIVISION	2,084,078	2,220,260	136,182	7%
TOTAL OTHER FACILITIES	102,000	102,000	0	0%
TOTAL EXPENDITURES	76,919,411	78,678,089	1,758,678	2%
EPO'S	2,292,717	1,021,063		

INTERNAL AUDIT	484,400	476,858
INTEREST ON LTD	1,400,960	1,319,493
AMORTIZATION	4,798,806	5,454,175
SCHOOL RENEWAL - NON-CAPITAL PORTION	470,401	106,337
SCHOOL GENERATED FUNDS	2,392,358	2,365,296
TOTAL	88,759,053	89,421,311

Note 1: Admin and Governance

- Increase in Communications result of budgeting for 2 Communications Officers.

Note 2: Financial Services

- Increase reflects grid movement increases cost of living increases.

Note 3: Human Resources

- Increase in staffing budgeted for to assist with the increasing Collective Agreement demands.

Note 4: Information Management Services

- Increase reflects implementation of leasing program (rather than purchasing), which will reduce the demands on the IMS department as well as provide an opportunity to even out the cost of replacement equipment over three year intervals.

Note 5: Elementary Salary and Benefits

- Reflects increases in collective agreement.
- Reallocation of expenses to reflect Indigenous Education envelop.
- The change in the P/VP line does not reflect a decrease in costs but rather a redistribution of costs between elementary and secondary.

Note 6: Elementary Curriculum

- Budget include religious curriculum material, SIPSA release.
- The reduction is specific to a professional development program that was offered last year only.

Note 7: Secondary Salary and Benefits

- Reflects increases in collective agreement.

Note 8: Special Education

- Increase in planned spending resulting from continuation of planned resources in 2016-17 towards the strategy of providing increased support for student learning and well-being through the addition of a Student Support Consultant, a Behaviour FDK Support worker, 3 educational assistants and 5 resource teachers.

Note 9: System Priorities

- The amounts allocated in 2016-17 were appropriated from the previous year and highlight the boards priorities
- The amounts allocated for 2017-18 reflect our continued investment in the areas of the Arts, a continuation of the Innovation Fund and a continued update of learning spaces through the purchase of furniture, this is expected to expand as part of the revised estimates in December 2017.

Summary

Based on the above Estimates of Revenues and Expenditures, a balanced budget has been achieved in 2017-18. This report reflects Ministry of Education announcements, guidelines, technical information and data, issued on April 12, 2017 and in subsequent announcements. Some additional changes are expected as further grants are announced in the coming months and will be reported in a Revised Budget in December 2016, along with updated enrolment projections.

Analysis of Administration and Governance Compliance

Staffing Analysis

Description	Head Count	
	2016-17	2017-18
Director and Superintendents (2) (Note 1)	3.0	3.0
Academic Superintendent-Student Success (Note 2)	1.0	1.0
Academic Superintendent-SEF (Note 2)	1.0	1.0
Administrative Support Staff	3.0	3.0
Communications Officer (Note 3)	2.0	2.0
Finance/Payroll Department	7.0	7.0
Internal Audit Department	3.0	3.0
Human Resources Department (Note 3)	8.0	8.0
IMS Department	12.0	12.0
Facilities (Administration and Support)	8.0	8.0
Total	48.0	48.0

Note 1: Fully funded by the Director/Superintendent allocation

Note 2: Fully funded through the Learning Opportunities Grant

Note 3: Includes temporary communications and human resource positions

Administration and Governance Compliance

Description	2017-18 (\$)
Funding Allocation	<u>3,686,944</u>
Budget	
Trustees	124,177
Director and Superintendents	1,139,822
Finance	851,488
Human Resources	1,068,792
Information Management Systems	<u>782,636</u>
Total Budget	3,966,915
Less: Other Income - Note 1	<u>284,000</u>
	<u>3,682,915</u>
 Overspending on Administration and Governance	 <u><u>0</u></u>

Note 1 - other income is income from interest on current accounts and other misc sources that can be used to reduce admin expenses for the purpose of calculating compliance

Trustee Governance Budget

Description	2016-17 (\$)	2017-18 (\$)
Honoraria - Note 1	57,680	57,680
Benefits (CPP,EI,EHT)	1,800	1,800
Provincial Negotiation	43,017	43,017
Membership Fees - OCSTA	32,000	32,000
Professional Development - Note 2	22,597	22,597
Travel	2,500	2,500
Technology	3,600	3,600
Office Supplies and Services	<u>4,000</u>	<u>4,000</u>
 Net Expenses	 167,194	 167,194
 Less: Provincial Negotiations reimbursement	 43,017	 43,017
	<u><u>124,177</u></u>	<u><u>124,177</u></u>

Note 1 - Honoraria - Each trustee is paid a base amount, an enrolment amount, a committee attendance amount (if applicable) and a distance amount (if applicable) as per Ontario Regulation 357/06. These amounts are subject to the compensation constraint which have been in place since March 2010, and will continue to remain in place until the end of the 2014-2018 term of office.

Note 2 - Professional Development - conferences and training

Director/Superintendent Budget

Description	2016-17 (\$)	2017-18 (\$)
Director/Superintendent Salary and Benefits	833,481	833,481
Support Staff Salary and Benefits	340,764	412,909
Membership Fees	10,000	9,500
Professional Development	93,659	94,101
Faith Development	10,000	25,000
Travel	17,400	21,100
Professional Services	20,000	20,000
School Council and Parent Engagement	19,974	15,471
Promotion	50,350	47,350
Office Supplies and Services	20,300	30,584
Total	1,415,928	1,509,496
Less:		
Funded through SEF grant, this includes salary, benefits, PD and travel		179,770
Funded through Student Success grant, this includes salary, benefits, PD and travel		174,433
School Councils and Parent Engagement are funded through non-admin GSN		15,471
Total for Admin Compliance		1,139,822

Finance Budget

Description	2016-17 (\$)	2017-18 (\$)
Salary and Benefits	636,535	659,188
Insurance (property and liability)	140,066	100,000
Membership Fees	11,734	2,900
Contractual Fees	102,100	148,000
Office Supplies and Services	26,000	29,100
Professional Development	11,000	12,000
Travel	200	300
Total	927,635	951,488
Less: Insurance not included for compliance		100,000
		851,488

Human Resources Budget

Description	2016-17 (\$)	2017-18 (\$)
Salary and Benefits	696,956	747,383
Legal Fees	223,600	223,600
Employee Assistance	15,000	15,000
Attendance Management and Wellness	13,400	13,400
Membership Fees	975	975
Professional Development	18,300	18,300
Travel	784	784
Office Supplies & Services	21,350	21,350
Staff Recognition	25,000	25,000
Staff Recruitment	3,000	3,000
	<u>1,018,365</u>	<u>1,068,792</u>

Information Management Systems Operating Budget

Description	2016-17 (\$)	2017-18 (\$)
Salaries and Benefits	1,110,110	1,113,482
TELT (Technology Enabled Learning and Teaching Contacts)	105,000	105,000
MISA (Managing Information for Student Achievement)	36,700	36,700
Phones and Data	74,206	74,640
Software Licenses and Maintenance	522,341	557,500
Hardware Operating Leases		284,100
Hardware Repairs	56,230	56,230
Office Supplies and Services	13,300	13,750
Travel	13,302	13,236
Professional Development	10,350	10,737
	<u>1,941,539</u>	<u>2,265,375</u>
Total		
Less: Funded through non-Admin GSN		
9 IMS staff salaries and benefits assigned to the para/prof instructional expenses budget as their position strictly support students and staff in schools		774,652
Data Communication in schools		39,650
Software licensing and maintenance in schools		329,407
Hardware repairs in schools		<u>339,030</u>
Total for Admin Compliance		<u><u>782,636</u></u>

Information Technology Capital Plan

	2017-18 (\$)
Funding Allocation	
GSN - Minor Tangible Capital Assets	486,680
Annual Operating Lease Costs (Staff laptops)	284,099
	<u>770,779</u>
Planned Capital Expenditures	
Student Access: FDK Refresh (18 classrooms in 2017-2018)	87,857
Student Access: Elementary (Junior iPad refresh)	135,178
Special Education Student Devices (purchased as identified and required)	220,541
Refresh 25% of board admin PC's	13,680
Staff Laptop Refresh (leasing staff laptops)	284,099
Software Licensing - Online Collaboration	62,733
Enhance/Refresh Enterprise Wifi	43,126
Disaster Recovery System	55,000
System Management/Support Tools	20,448
Refresh Core Servers (Partial; 2011 Vintage)	37,063
Bandwidth & Infrastructure Enhancements	25,149
Student Link Subscription & eBook Library services	6,446
	<u>991,320</u>
 Less: Equipment purchased through SEA	 <u>220,541</u>
	<u>770,779</u>

School Foundation Grant

This grant supports the cost of in-school administration and leadership. The board has made it a priority to maintain expenses to a level that can be offset by this grant to ensure that administration expenses are reasonable and within the guidelines provided.

School	2017-18 Principal	2017-18 Vice- Principal	Budget	Funding
--------	----------------------	-------------------------------	--------	---------

Elementary Panel		
Holy Cross School	1.00	0.50
Immaculate Conception School	1.00	
Marymount Elementary Academy		
Pius XII School	1.00	
MMA		
St. Benedict		
SCC		
St. Anne School	1.00	0.50
St. Charles School	1.00	0.50
St. David School	1.00	0.20
St. Francis School	1.00	0.20
St. James School	1.00	
St. John School	1.00	
St. Joseph School		
St. Mark School		
St. Paul School	1.00	
Holy Trinity	1.00	0.80
	11.00	2.70

Marymount VP will cover
St. Benedict VP will cover

Secondary Panel		
St. Charles College	1.00	2.00
Marymount Academy	1.00	1.00
St. Benedict	1.00	1.67
Bishop Alexander	1.00	1.00
St. Albert's	0.20	
	4.20	5.67

Covers Principal for St. Joseph
Covers Principal for St. Mark

Staffing	15.20	8.37	3,111,903	3,160,381
-----------------	--------------	-------------	------------------	------------------

Learning Opportunities Grant

The Student Achievement Envelope, which was introduced in 2015-16 includes the following allocations:

- The Literacy and Math Outside the School Day Allocation;
- The Student Success, Grades 7 to 12 Allocation;
- The Grade 7 and 8 Literacy and Numeracy and Student Success Teachers;
- The School Effectiveness Framework Allocation;
- The Ontario Focused Intervention Partnership (OFIP) Tutoring Allocation;
- The Specialist High Skills Major (SHSM) Allocation;
- The Outdoor Education Allocation.

Boards may use the allocations above only for their respective programs, and must treat any unspent funding as deferred revenue for future spending in these programs. There is flexibility in how boards may use some of the individual allocations within the Student Achievement Envelope, as long as the funds in total are spent on the seven programs in the envelope.

Grants	2016-17 (\$)	2017-18 (\$)
Literacy and Math Outside the School Day	3,084	3,329
Student Success, Grades 7 to 12 Allocation	318,541	319,264
Grade 7 and 8 Literacy and Numeracy and Student Success Teachers	62,765	63,813
School Effectiveness Framework Allocation	190,465	192,864
Ontario Focused Intervention Partnership (OFIP) Tutoring Allocation	24,516	23,922
Specialist High Skills Major (SHSM) Allocation	92,916	121,924
Outdoor Education	54,792	53,585
Total Granting Envelope	747,079	778,701
Budgeted Expenditures		
School Effectiveness		
Salaries and Benefits	159,606	162,006
Professional Development	25,000	25,000
Travel	5,859	5,859
Student Success		
Salaries and Benefits	151,000	151,000
Professional Development	20,500	20,500
Travel	5,200	5,922
Learn to 18 Literacy	53,512	53,512
Grade 7 and 8	62,765	63,813
Pathways	6,000	6,000
Community Culture Caring	10,045	10,045
Teacher Teams	10,400	10,400
Supplies	10,884	10,884
Instructional Supplies for Schools	51,000	51,000
Literacy and Math Outside the School Day	3,084	3,329
Investment in Tutoring Supply Teachers	24,516	23,922
Specialist High Skills Major (Note 1)	92,916	121,924
Outdoor Education	54,792	53,585
Total Budgeted Expenditures	747,079	778,701
Overspending of the LOGrant - enveloped portion	0	0

Note 1: there are 10 of these programs at the secondary level: Health and Wellness, Transportation, Sports, Business, Information Technology, Manufacturing, Fitness, Arts and Culture, Construction, and Non-profit.

Special Education

Expenses related to Special Education include the salary and benefits for all Special Education Resource Teachers, occasional teaching costs related to special education and educational assistants (EA's) for students with special needs. They also include staff costs related to special education, such as the social worker, behavioural therapists, speech services, assistive technology and psychological services. Included are supplies and services and travel costs for itinerant staff and learning materials. Equipment costs include such items as audio units, special computers/devices and furniture, etc.

It is important to note that all funding related to Special Education is enveloped and can only be used for that specific purpose. Any amounts not used within the year are set aside in a reserve to be used in future years.

Attached is a reconciliation of project revenue and budgeted expenses for the upcoming year. This reconciliation shows that the board intends on not only spending their in year revenues for the upcoming year but that it also plans on reaching into its reserve to the extent of \$1 million in order to provide additional support to the classroom. In this model, the board is planning to add a Student Support Consultant, a Behaviour FDK Support worker, a Special Education Technician, 2 educational assistants, and 5 Special Education Support Staff. (Please note that there were 3 facilitators, educational assistants and the services of a psychologist positions that we planned on adding last year however they did not get filled at the start of the year or were not filled but we have maintained them in next year's estimates.)

	2016-2017 Revised	2017-2018
Revenue		
SEPPA (Special Education per pupil amount)	4,232,008	4,267,819
Special Equipment Amount	271,227	266,109
High Needs Amount	4,015,091	4,647,785
Special Incidence Portion Amount	800,000	900,000
Section 23 Facilities Amount	161,526	162,000
Behaviour Expertise Amount	101,702	102,954
Total Special Education Allocation	9,581,554	10,346,667
Expenses		
All Special Education Teachers	5,893,056	6,497,145
Supply Teachers	146,964	146,964
Educational Assistants	4,404,269	4,615,519
Supplies	95,427	95,427
SEA equipment	50,000	50,000
Computers	170,541	170,541
Professionals/Technical Staff	810,845	796,000
Staff Development	27,150	36,149
Coordinator / Behavioural Expert	240,849	334,008
Total Special Education Expenses	11,839,101	12,741,753
Less: Self-Contained Classes Allocation (covered by board GSN grants)	925,810	1,383,446
Total Special Education Expenses	10,913,291	11,358,307
Excess expense over revenue	(1,331,737)	(1,011,640)
Opening Reserve	1,923,191	1,793,446
Excess expense over revenue	(1,331,737)	(1,011,640)
Projected underspending	1,201,974	
Closing reserve	1,793,428	781,806

Facilities Department

Operations Funding Analysis

	2016-17 (\$)	2017-18 (\$)
Funding Allocation		
Pupil Accommodation Grant	6,357,062	6,269,899
Local Priority Fund		79,397
Rental - Daycare Leases	205,000	210,000
Microfit (St. Francis)	8,700	8,700
Community Use of Schools	125,300	111,900
	6,696,062	6,679,896
Budgeted Expenses	6,692,620	6,679,786
	3,442	110

Facilities budgeted expenses are within the allocated funding.

Operations Budget

	2016-17 (\$)	2017-18 (\$)	Notes
Facilities Administration			
Salaries & Benefits	684,385	701,870	Note 1
Professional Development	20,000	20,000	
Travel	11,000	11,000	
Office Supplies	1,000	7,000	
Insurance	40,000	30,000	
Total Facilities Administration	<u>756,385</u>	<u>769,870</u>	
Operations			
Custodial Salaries and Benefits	3,137,356	3,101,256	Note 2
Professional Development	3,500	3,500	
Uniform Allowance	15,000	15,000	
Travel	2,800	2,800	
Custodial Supplies	125,000	141,100	Note 3
General Contracts	30,500	31,000	
Garbage Removal	55,000	50,000	
Groundskeeping	300,000	300,000	
Equipment Repairs and Replacement	40,000	45,000	
Total Operations	<u>3,709,156</u>	<u>3,689,656</u>	
Maintenance			
Salaries & Benefits	411,510	416,510	Note 4
Travel	10,250	13,250	
Building Supplies	40,000	50,000	
Building mtce	110,000	120,000	

Equipment	13,759	40,000	Note 5
Windows	9,000	11,500	
Roofing	12,000	17,500	
Plumbing	29,173	30,000	
Heating	95,000	95,000	
Electrical	39,511	95,000	Note 6
Asbestos Management	10,000	10,000	
Security Systems	15,000	18,500	
Grounds	29,000	35,000	
Vehicle Costs	58,500	58,000	
Utility Costs	1,201,375	1,210,000	
Total Maintenance	<u>2,084,078</u>	<u>2,118,260</u>	
Other Facilities			
Lease Payments	72,000	72,000	
Furniture	0	30,000	
Vacant Properties	30,000	0	
Total Other Facilities	<u>102,000</u>	<u>102,000</u>	
Total Facilities Department	<u>6,651,619</u>	<u>6,679,786</u>	

Note 1: Facilities Administration - Salaries

- Increase in salary reflective of collective agreement settlements
- Increase in number of staff by one position, an Operations Lead
- Adjustment to benefits

Note 2: Operations – Custodial Salaries

- Increase in salary reflective of collective agreement settlements
- Adjustment to benefits

Note 3: Operations – Custodial Supplies

- Budget adjustment to meet the needs
-

Note 4: Maintenance - Salaries

- Salary reflective of collective agreement settlements

Note 5: Maintenance - Equipment

- Replacement of aging equipment required

Note 6: Electrical

- Due to volume of electrical work there will be a need to contract out for some services

Capital Funding

School Condition Improvement (SCI)

This funding source is to be used to keep schools in a state of good repair, starting in 2015-16, school boards are required to direct 70 percent of their SCI funds to address major building components (for example, foundations, roofs, windows) and systems (for example, HVAC and plumbing). The remaining 30 percent of SCI funding can continue to address specifically

identified building components or, alternatively, building interiors and surrounding site components (for example, utilities, parking and pavements).

Unspent funds in any given school year will be carried forward to the next school year and continue to follow the “70/30” rule.

School Renewal Allocation (SRA)

This funding is provided for the purpose of addressing costs related to the repairs and renovations of our schools. There has also been some additional funding provided for this purpose whose use has been split with 40 percent of the funds allocated towards operating/maintenance type expenditures (e.g. painting) and the remaining 60 percent of the funds allocated towards expenditures that are capital in nature (e.g. roof repair, accessibility enhancements, portable repair). While the operating / maintenance funds can be put towards capital investments, the additional capital funds cannot be put towards operating / maintenance items. Unspent SRA funds in any given school year will be carried forward to the next school year. Any unspent operating / maintenance funds will be carried forward to address operating / maintenance expenditures in the next school year.

Greenhouse Gas Reduction Fund

Eligible expenditures under this program will support the replacement, renewal and installation of new energy efficient building components in elementary schools, secondary schools, and administrative buildings.

Eligible facilities are board owned facilities (third party leases excluded) that are expected to remain open and operating for a minimum of five years. Energy efficient building components include: energy efficient lighting systems, HVAC systems/controls and other pre-defined enhancements to the building envelope.

Community Hubs Capital Funding

This capital funding source was allocated to school boards to support the expansion of community hubs in schools to benefit both students and the local community. School boards can use this allocation to retrofit available space in their schools into community hub space and to improve the accessibility of their schools to allow greater opportunities for use by the community.

Funding Allocation	2017-18 (\$)
School Condition Improvement	2,744,681
School Renewal Allocation	
Capital	1,193,069
Maintenance	106,337
Greenhouse Gas Reduction	536,170
Community Hub	235,550
	<u>4,815,807</u>

The priority projects listed below for the 2017-18 are subject to change as the facility demands may change throughout the year. The following has been identified based on the boards maintenance schedule.

Priority Projects for 2017-18		
School	Project	Estimated Amount
Marymount Academy	Roof Replacement and Lighting	1,324,620
Pius XII	Ventilation-Phase 2	1,250,000
St. John	Roof Replacement	327,140
St. Albert	Roof Replacement	290,000
Immaculate Conception	Structural Upgrades-Ph4	100,000
Accessibility for Ontarians with Disabilities Act (AODA) - requirements	Priority Items	600,000
	Total	3,891,760
Travers	Heating Upgrades	536,170
Various	Community Hub	235,550
		4,663,480

Transportation

This grant provides school boards with funding to transport students to and from home and school, including transporting students with special needs. Transportation costs for the past five years have exceeded the funding provided by the Ministry. During the estimate budget process, the funding gap that we had previously experienced has closed and we are now in a position where our funding is covering the cost of the transportation services that are provided to our students.

Description	2016-17 Revised	2017-18
Safety	47,144	47,615
Section 23	13,792	10,216
Home to School	1,022	1,022
Public Fares	41,886	43,142
Special Needs	185,216	143,024
School to School	3,576	3,576
Bus Contracts	5,178,062	5,195,939
Sub-Total	5,470,696	5,444,534
Consortium Costs	260,416	254,773
Total	5,731,112	5,699,307
Funding	5,724,118	5,819,001