



**DURHAM CATHOLIC
DISTRICT SCHOOL BOARD**
Learning and Living in Faith



FINANCE COMMITTEE MEETING

AGENDA

Monday, January 14, 2019
7:00 p.m.

Catholic Education Centre
650 Rossland Road West
Oshawa, ON L1J 7C4

Main Telephone Number: (905) 576-6150
Toll Free: 1-877-482-0722
Main Fax Number: (905) 571-9702

Board Web Site: www.dcdsb.ca



If you require accessibility related accommodations for attendance at this meeting, please notify the meeting organizer in advance of the meeting date so that arrangements can be made.



DURHAM CATHOLIC DISTRICT SCHOOL BOARD

Catholic Education: Learning and Living in Faith

Please read the following acknowledgment prior to meetings held in the DCDSB Boardroom

Acknowledgement of a Traditional Land/Territory:

We respectfully acknowledge that we, here in the Durham Region, are on the traditional lands of the Mississaugas of Scugog Island.

Opening Prayer and Full Acknowledgement:

We respectfully acknowledge that we, here in the Durham Region, are on the traditional lands of the Mississaugas of Scugog Island. We acknowledge the generations of wise men and women – the story keepers and tellers - who have gone before us. We open our minds and hearts to the presence of Spirit to guide us through these explorations with good minds and good hearts. We receive the teachings of our brothers and sisters who generously share their ways, beliefs and traditions, where we find strong parallels and connections to our own Catholic beliefs and teachings. We humbly remember that originally, we are all of aboriginal roots somewhere on Mother Earth, no matter where our family stories begin, through which we can find common ground. With respect, we explore, learn and celebrate a small sampling of the richness that underpins all Aboriginal spiritual teachings, which ultimately seeks a greater connection to the Creator. We pray for those who we teach, that we may impart this knowledge with dignity, open minds and good hearts. We acknowledge the generations to come, in the hope that we remember that we are only custodians of what they will inherit. We give thanks for our brothers and sisters: four legs, wings, fins and insects – all part of the web of all life. We give thanks for the plants and the water that feed and nourish all of creation. We give thanks for the Sun, the life giver. For all of this, we graciously accept the responsibility of stewardship with gratitude. Amen

FINANCE COMMITTEE MEETING

Monday, January 14, 2019

Catholic Education Centre,

650 Rossland Road West, Oshawa L1J 7C4

AGENDA

A. CALL TO ORDER

Page

- a.1 Memorials and Prayers
- a.2 Roll Call and Apologies

B. APPROVAL OF AGENDA

- b.1 Changes to Printed Agenda
- b.2 Approval of Agenda

C. ANNOUNCEMENTS

D. NOTICE OF MOTIONS

E. DECLARATIONS OF INTEREST

- e.1 Declaration of Conflict of Interest

F. ACTIONS TO BE TAKEN

- f.1 Election of Chair
- f.2 Election of Vice-Chair
- f.3 Approval of Minutes – October 15, 2018
- f.4 Business Arising – October 15, 2018

1

G. DISCUSSION ITEMS

- g.1 Financial Position Overview
- g.2 Current Budget Overview
- g.3 Operating Budget Factors
- g.4 2019/2020 Budget Schedule

6

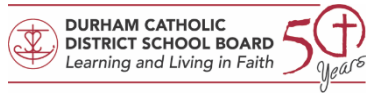
15

31

32

H. ADJOURNMENT

B. CLOSING PRAYER



MEMORANDUM

To: Finance Committee

From: Ryan Putnam, Superintendent of Business & CFO

Date: January 14, 2019

Subject: **Finance Committee Minutes – October 15, 2018**

RECOMMENDATION:

Moved by _____, seconded by _____

“THAT the Finance Committee approve the minutes of the October 15, 2018 Finance Committee meeting.”

RATIONALE:

RSP:dm

Attachment



MINUTES of the **OPEN SESSION** of the **FINANCE COMMITTEE** meeting which was held at the Catholic Education Centre on Monday, October 15, 2018.

Committee Members

T. Corless (Chair)
M. Forster (Vice-Chair)
J. Rinella (Alternate)

Staff

R. Putnam

Regrets

P. Pulla

A. CALL TO ORDER

T. Corless called the meeting to order at 7:02 p.m.

a.1 Memorials and Prayers

T. Corless offered the opening prayer.

a.2 Roll Call and Apologies

Noted above.

B. APPROVAL OF AGENDA

b.1 Changes to the Printed Agenda

None.

b.2 Approval of Agenda

Motion No. FC-2018-10-15-01

Approval of Agenda

Moved by M. Forster, seconded by J. Rinella

“THAT the Finance Committee approve the October 15, 2018 agenda.”

Carried

C. ANNOUNCEMENTS

None.

D. NOTICE OF MOTIONS

None.

E. DECLARATIONS OF INTEREST

None.

F. ACTIONS TO BE TAKEN**f.1 Approval and Signing of Minutes of the June 4, 2018 Finance Committee Meeting**

Motion No. FC-2018-10-15-02

Approval of Minutes

Moved by J. Rinella, seconded by M. Forster

“THAT the Finance Committee approve the minutes of the June 4, 2018 Finance Committee meeting.”

Carried

f.2 Business Arising from Minutes of the June 4, 2018 Finance Committee Meeting

None.

G. PRESENTATIONS

None.

H. REPORTS/DISCUSSION ITEMS**h.1 Enrolment and Staffing Update**

Superintendent Putnam reviewed the change in enrolment and staffing subsequent to the budget being approved in June 2018. He indicated that the additional teaching and ECE positions were commensurate with the increase in enrolment. He also noted that this is the third consecutive year where enrolment is higher overall when compared to the prior year.

Motion No. FC-2018-10-15-03

Staffing and Enrolment Update

Moved by J. Rinella, seconded by M. Forster

“THAT the Finance Committee receive as information the Enrolment and Staffing Update as at October 15, 2018.”

Carried

h.2 Operating Budget Factors

Superintendent Putnam reviewed potential cost pressures with regards to the current and future operating budgets. Such factors include employee benefits, actuarial liabilities, utilities and supply costs. Staff will continue to monitor in relation to year end results, current year adjustments and cost pressures to be addressed in future budgets.

Motion No. FC-2018-10-15-04

Operating Budget Factors

Moved by J. Rinella, seconded by M. Forster

“THAT the Finance Committee receive as information an overview of potential operating budget factors which may impact the current and/or upcoming budget.”

Carried

h.3 Strategic Directions

Superintendent Putnam indicated that the 2018/2019 Board Improvement Plan will be provided to the Board of Trustees at the October 29, 2018 Board meeting. He noted that areas of focus for the upcoming year are in the areas of Equity, Numeracy, Technology, Leadership Development, Student Achievement and Success, Faith Formation, Effective Programs and Accommodation, Safe and Caring Schools, Mental Health and Supporting Students with Special Needs.

Motion No. FC-2018-10-15-05

Strategic Directions

Moved by M. Forster, seconded by J. Rinella

“THAT the Finance Committee receive as information the Strategic Directions discussion on October 15, 2018.”

Carried

h.4 Budget Process

Presently Finance Committee meetings have been scheduled for the 2018/2019 school year as follows: December 10, January 14, February 11, April 1, May 13 and June 3 in support of the upcoming 2019/2020 Budget. The Committee suggested that the process and specific consultation considerations be discussed at the December meeting following the change in Trustees for the new term of office and commensurate with any consultation which will take place regarding updating the Strategic Plan.

Motion No. FC-2018-10-15-06

Budget Process

Moved by J. Rinella, seconded by M. Forster

“THAT the Finance Committee receive as information the Budget Process discussion on October 15, 2018.”

Carried

h.5 Ministry Funding Update

Superintendent Putnam reviewed correspondence received from the Ministry in August 2018 (see attached). He indicated that the Ministry has redistributed funding in the Special Education envelope which resulted in a net reduction in funding of \$500,000. Senior Administration has developed a strategy to offset the loss in revenue and will incorporate any changes in the 2018/2019 Revised Estimates in December. It was also noted that a significant portion of funding provided via Education Programs Other (EPO) is currently under review and yet to be confirmed by the Ministry. Staff has identified the associated expenditure such as professional development and will defer such items and activities until further information is provided by the Ministry following their review.

Motion No. FC-2018-10-15-07

Ministry Funding Update

Moved by J. Rinella, seconded by M. Forster

“THAT the Finance Committee receive as information the Ministry Funding Update on October 15, 2018.”

Carried

I. ADJOURNMENT

Motion No. FC-2018-10-15-08

Adjournment. 7:38 PM

Moved by M. Forster, seconded by J. Rinella

“THAT the October 15, 2018 meeting of the Finance Committee be adjourned.”

Carried

J. CLOSING PRAYER

Closing prayer was offered by M. Forster

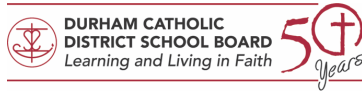
Theresa Corless, Chair

R. Putnam, Resource

FUTURE MEETING DATES:

Monday, January 14, 2019; Monday, February 11, 2019;
Monday, April 1, 2019; Monday, May 13, 2019; Monday, June 3, 2019

Recording Secretary: B. Rotondi



MEMORANDUM

To: Finance Committee

From: Ryan Putnam, Superintendent of Business & CFO

Date: January 14, 2019

Subject: **Financial Position Overview**

RECOMMENDATION:

Moved by _____, seconded by _____

“THAT the Finance Committee receive as information the Financial Position Overview as presented by staff on January 14, 2019.”

RATIONALE:

Staff will review the Board’s current financial position as outlined in the attached Annual CFO Overview presentation from December 2018 in order to provide an initial foundation for the upcoming 2019/2020 budget process.

RSP:dm
Attachment



Annual CFO Overview

Board of Trustees

December 2018

Discussion Items

- Current Financial Position
- Enrolment and Utilization
- Provincial Outlook
- Revised Estimates
- Budget Framework
- Moving Forward



Current Financial Position

- 07/08 = \$10M annual reserve reliance (deficit budget)
- 18/19 Revised Estimates – balanced without use of reserves
- Absorbed \$3M in cost pressures over last 3 years (BEST)
- Accumulated Surplus (Operating Reserve)
 - 15/16 year end balance \$3.3 million (1.3%)
 - 16/17 year end balance \$2.6 million (1.0%)
 - 17/18 year end balance \$1.6 million (0.6%)
- Proceeds of Disposition and Educational Development Charges



Enrolment and Utilization

- Overall system enrolment levels stabilized
 - Next 5 years: 2018 – 21,295, 2023 - 21,657
 - Modest growth in both panels
- Utilization and school size
 - 11 schools under 80% utilization
 - 13 schools under 300 students
 - 5 schools under 200 students
 - Average Elementary = 384 (98%)
 - Average Secondary = 970 (94%)



Provincial Outlook

- Balanced Provincial Budget by 2019?
- Economic uncertainty – competitive, tariffs, trade
- Health vs Education vs Infrastructure
- Education Funding and Transformation Consultation
- Provincial Labour Framework – central agreements
- Capital – project approvals, EDC review, Child Care/Hubs?



Revised Estimates

- Balanced without reliance on operating reserves (\$1.6M)
- Enrolment and staffing adjustments – projected vs actual
- Revenue and expenses adjusted for prior year results
- Current year EPO funding still to be finalized/clarified
- Ministry funding reduction offset with attrition and deferrals
- Supports multi-year capital and technology programs
- Pressure/risk re: Provincial sick leave commitments



Budget Framework

- Stable enrolment with modest growth 2018 to 2023
- Grants for Student Needs – much uncertainty for 19/20
- Provincial Labour Framework – Board vs Ministry costs
- Provincial Sick Leave commitments – significant pressure
- Programs (AMP, French, Con Ed, Int'l Ed)
- Transportation contract and demographic shift
- Multi-year Capital and Technology Programs



Moving Forward

- Long Term Accommodation Plan (January)
- Multi-Year Budget Framework (February)
- Grants for Student Needs (March)
- System Staffing Processes (March to June)
- Budget Consultation and Deliberation (April to June)
- Opportunities for Enhancement and Efficiency (ongoing)
- Labour Framework – Provincial Bargaining (initial stages)





MEMORANDUM

To: Finance Committee

From: Ryan Putnam, Superintendent of Business & CFO

Date: January 14, 2019

Subject: **Current Budget Overview**

RECOMMENDATION:

Moved by _____, seconded by _____

“THAT the Finance Committee receive as information the Current Budget Overview as presented by staff on January 14, 2019.”

RATIONALE:

Staff will review the current year budget information as contained in the attached 2018/2019 Revised Estimates report in order to provide an initial foundation for the upcoming 2019/2020 budget process.

RSP:dm
Attachment



Excellence | Equity | New Evangelization

Durham Catholic District School Board

Catholic Education: Learning & Living in Faith



2018/2019 Revised Estimates



Index of Attachments

Attachment 1 - 2018/2019 Budget Highlights.....	3
Attachment 2 - Table One – Projected Enrolment.....	4
Attachment 2 - Table Two – Operating Revenue	4
Attachment 2 - Table Three – Operating Reserve Fund.....	4
Attachment 3 - Planned Operating Expenses	5
Attachment 4 - Staffing Summary by Position.....	6
Attachment 5 - Table One – Non-Operating Revenue.....	7
Attachment 5 - Table Two – Non-Operating Expenses.....	7
Attachment 6 - Appendix One – Detailed Operating Expenses.....	8
Attachment 7 - Strategic Plan Themes and Priorities.....	12
Attachment 8 - Glossary – Ministry Funding.....	14
Attachment 9 - Glossary – Academic Program Definitions.....	15

Mission Statement

We are called to celebrate and nurture the God-given talents of each student as we serve with excellence in the light of Christ.



2018/2019 Budget Highlights

- Alignment with key Strategic Plan goals and priorities
- Reflects public consultation and stakeholder input
- Ongoing investment in Religion and Faith Formation resources
- Continuation of Advancing Communication strategies
- Additional Student Services and Special Education supports
- Continuation of Safe and Healthy Schools initiatives
- Advances the Student Well-Being and Achievement mandate
- Provides Pathways to Success opportunities for all students
- Continuation of the Ministry's Province-wide Focus on Math initiatives
- Dedicated resources towards Equity, Diversity and Indigenous Studies
- Provides Staff Development and Capacity Building opportunities
- 21st Century Learning strategies and Emerging Technology initiatives
- Support for after school Transportation and French programs
- Continuation of expanded French and Music program offerings
- Resources to support English as a Second Language students
- Enhancement and intensification of International Student programs
- Reflects ongoing implementation of the Long Term Accommodation Plan
- Ministry funding for Schools, Child Care and Family Centre spaces
- Growth in Continuing Education, Partnerships and Community Use
- Revisioning of Alternative Education supports and services
- Incorporates multi-year contract with School Bus Operators
- Allocation of School Administrators based on equity factors
- Allocation of School Support Staff based on equity factors
- Staff recruitment and retention strategies to better serve students
- Incorporates Provincial Labour Framework terms and conditions
- Compliant with Ministry funding enveloping requirements
- Compliant with Ministry legislated class size requirements
- Compliant with Provincial Employment Standards Act legislation
- Balanced budget without reliance on operating reserve fund
- Maintains a base level of reserves for contingency purposes

Attachment 2

Table One – Projected Enrolment

Panel	2018/2019 Revised Estimates	2018/2019 Estimates	Variance
Elementary	14,912	14,563	349
Secondary	6,383	6,349	34
Total	21,295	20,912	383

Table Two – Operating Revenue

Category	2018/2019 Revised Estimates	2018/2019 Estimates
Ministry Grants (GSN)	\$241,016,334	\$240,913,109
Ministry Funding (EPO)	1,634,857	2,211,486
Recoveries – Secondments	999,573	885,319
Government of Canada	437,924	462,837
Other Provincial Agencies	791,800	884,782
Community Use of Schools	350,000	350,000
Continuing Education	200,000	200,000
International Education	487,500	343,750
Partnership Agreements	600,000	550,000
Other Revenue	170,000	170,000
School Generated Funds	6,700,000	6,700,000
Operating Reserve Fund	<u>Not required</u>	<u>Not required</u>
	<u>\$253,387,988</u>	<u>\$253,671,283</u>

Table Three – Operating Reserve Fund

Balance end of 2017/2018	\$1,630,323
Applied towards 2018/2019 Operations	<u>Not required</u>
Balance Available for Future Use	<u>\$1,630,323</u>

Attachment 3

Planned Operating Expenses

Category	2018/2019 Revised Estimates	2018/2019 Estimates
Salaries and Benefits	\$219,208,797	\$219,902,226
Student Transportation	7,366,667	7,277,320
Facilities Services	7,156,048	7,123,398
School Budgets	2,246,009	2,093,866
Information and Communication Technology	2,828,100	2,821,348
Academic Services	4,616,688	4,415,831
Business Services	745,608	702,664
Human Resources & Administrative Services	441,515	466,515
Mileage and Travel Allowances	536,640	536,640
Director's Office and Board Administration	234,954	234,954
Legal and Professional Services	364,109	364,109
Trustees and Student Representatives	212,017	212,017
Staff Development and Capacity Building	609,836	699,395
Corporate Communications	121,000	121,000
School Generated Funds	<u>6,700,000</u>	<u>6,700,000</u>
	<u>\$253,387,988</u>	<u>\$253,671,283</u>

Academic Services includes:

- Program Services
- Student Services
- Equity and Diversity
- Indigenous Studies
- Faith Formation
- French Immersion
- Early Years (FDK)
- Safe & Healthy Schools
- Student Success
- Student Achievement
- Continuing Education
- Alternative Education
- International Education

Attachment 4

Staffing Summary by Position

Employee Group	2018/2019 Revised Estimates	2018/2019 Estimates	FTE Change	% Change
<i>Elementary Teachers*</i>	881.86	864.53	17.33	2.0%
<i>Secondary Teachers*</i>	435.66	430.34	5.32	1.2%
Coordinators and Consultants	27.50	27.50	0.00	0.0%
<i>Principals and Vice-Principals</i>	74.50	74.50	0.00	0.0%
Secondments (External/Capital)	8.33	7.33	1.00	13.6%
Director of Education	1.00	1.00	0.00	0.0%
Supervisory Officers	8.00	8.00	0.00	0.0%
Middle Management	38.00	38.00	0.00	0.0%
Non-Union	15.50	17.00	(1.5)	(8.8%)
Chaplains and Faith Animator	8.00	8.00	0.00	0.0%
Student Services	46.90	47.90	(1.00)	(2.1%)
Educational Assistants	288.00	285.50	2.50	.9%
<i>Early Childhood Educators*</i>	106.00	99.00	7.00	7.1%
Custodial and Maintenance*	184.00	184.00	0.00	0.0%
<i>Secretarial/Clerical/Technical*</i>	109.00	109.00	0.00	0.0%
Trustees	8.00	8.00	0.00	0.0%
Total	2,240.25	2,209.60	30.65	1.4%

Note 1 – categories in *italics* have an enrolment component to the annual allocation.

Note 2 – positions on Secondment are fully recoverable from the external agency or capital fund.

Note 3 – positions with an asterisk (*) are primarily determined by legislation or collective agreement.

Note 4 – compliant with Ministry funding for Administration, Special Education, Student Achievement.

Note 5 – the above table includes 26.8 FTE (12.6 Teaching and 14.2 Support Staff) which are funded by the Ministry of Education through the Provincial Labour Framework until August 2019.

2018/2019 Non-Operating Budget

Table One – Revenue Sources

Capital Priorities Funding	\$14,183,719
Child Care Funding	10,357,122
Family Centres Funding	1,260,425
Full Day Kindergarten	1,502,930
Proceeds of Disposition	1,542,635
School Renewal Allocation	3,011,937
School Condition Allocation	6,983,579
Greenhouse Gas Reduction Funding	467,270
Ministry Funded Debenture Payments	6,683,107
Multi-Year Technology Program	947,300
Educational Development Charges	<u>2,000,000</u>
	\$48,940,024

Table Two – Planned Expenses

St. Marguerite d'Youville C.S. Replacement School	\$8,270,628
New North Oshawa C.S.	13,202,346
Child Care Centres	7,836,272
Early Years Centre	252,085
School Renewal Program	3,011,937
School Condition Program	6,983,579
Greenhouse Gas Reduction Projects	467,270
Debenture Principal Payments	4,405,463
Debenture Interest Payments	2,277,644
Multi-Year Technology Program	947,300
Transfer to EDC Reserve	<u>1,285,500</u>
	\$48,940,024

Appendix One - Detailed Operating Expenses

Category	2018/2019 Revised Estimates	2018/2019 Estimates
Salaries and Benefits		
Salaries – Teaching	\$137,968,898	\$138,797,235
Salaries – Support Staff	43,935,142	44,241,802
Statutory Benefits	11,776,408	11,721,492
Employee Benefits	20,278,849	19,892,197
Provincial Benefits Transition	0	0
Supply Teacher Costs	4,850,700	4,850,700
Lunch Hour Supervisors	398,800	398,800
Subtotal	\$219,208,797	\$219,902,226
Student Transportation		
Elementary	\$3,778,394	\$3,783,189
Secondary	2,078,000	2,025,640
Special Education	1,393,606	1,358,491
Administrative	116,667	110,000
Subtotal	\$7,366,667	\$7,277,320
Facilities Services		
Utilities	\$4,539,329	\$4,559,329
Maintenance	1,375,085	1,372,435
Snow Removal	650,000	600,000
Portable Moves	226,634	226,634
Custodial Supplies	365,000	365,000
Subtotal	\$7,156,048	\$7,123,398
School Budgets		
Elementary	\$1,086,377	\$1,008,080
Secondary	1,159,632	1,085,786
Subtotal	\$2,246,009	\$2,093,866

Appendix One - Detailed Operating Expenses (cont'd)

Category	2018/2019 Revised Estimates	2018/2019 Estimates
Information Technology		
Software Licenses	\$852,000	\$852,000
Wide Area Network	639,000	639,000
Telephone Services	160,000	160,000
Multi-Year Program	650,000	650,000
Cellular Technology	150,000	150,000
Remaining	377,100	370,348
Subtotal	\$2,828,100	\$2,821,348
Academic Services		
Teaching and Learning	\$308,443	\$503,519
Student Services	753,552	761,400
Faith Formation	267,150	267,150
System/Regional Programs	240,000	350,000
Safe & Healthy Schools	64,600	143,223
Student Success	560,484	526,708
Student Achievement	97,523	57,478
Continuing Education	1,304,974	1,304,974
Alternative Education	121,500	121,500
International Education	46,000	46,000
Aboriginal Education	88,766	61,616
Parent Involvement	64,703	57,510
Outdoor Education	115,811	111,441
Assistive Technology	583,182	103,312
Subtotal	\$4,616,688	\$4,415,831

Appendix One - Detailed Operating Expenses (cont'd)

Category	2018/2019 Revised Estimates	2018/201
Business Services		
Insurance	\$438,664	\$438,664
Audit and Actuarial Fees	60,000	60,000
Cafeteria Equipment	93,500	93,500
Remaining	153,444	110,500
Subtotal	\$745,608	\$702,664
Human Resources & Administrative Services		
Health and Safety	\$49,100	\$49,100
Summer Students	106,965	106,965
CPCO Membership	119,600	119,600
Employee Family Assistance Program	55,000	55,000
Remaining	110,850	135,850
Subtotal	\$441,515	\$466,515
Mileage and Travel Allowances		
Mileage Reimbursement	\$252,480	\$252,480
Travel Allowances	284,160	284,160
Subtotal	\$536,640	\$536,640
Director's Office and Board Administration		
Board Memberships	\$54,000	\$54,000
System Wide Events	20,000	20,000
Partnerships	25,000	25,000
School Celebrations	50,000	50,000
Remaining	85,954	85,954
Subtotal	\$234,954	\$234,954

Appendix One - Detailed Operating Expenses (cont'd)

Category	2018/2019 Revised Estimates	2018/2019 Estimates
Legal and Professional Services		
Subtotal	\$364,109	\$364,109
Trustees and Student Representatives		
OCSTA Membership	\$104,017	\$104,017
Student Trustees	25,000	25,000
Professional Development	40,000	40,000
Other	43,000	43,000
Subtotal	\$212,017	\$212,017
Staff Development and Capacity Building		
Teacher Release Time	\$609,836	\$699,395
Subtotal	\$609,836	\$699,395
Corporate Communications		
Public Relations	\$50,000	\$50,000
JK/FI Registration	25,000	25,000
Trustee Initiatives	10,000	10,000
Website	20,000	20,000
Remaining	16,000	16,000
Subtotal	\$121,000	\$121,000
School Generated Funds		
Elementary	\$3,950,000	\$3,950,000
Secondary	2,750,000	2,750,000
Subtotal	<u>\$6,700,000</u>	<u>\$6,700,000</u>
	<u>\$253,387,988</u>	<u>\$253,671,283</u>

Strategic Plan Themes and Priorities

Witnessing Faith



Celebrating Equity, Excellence and New Evangelization

Creating and Sustaining a Caring Catholic School Culture

Building Relationships and Developing People

Teaching and Learning in the Formation of a Distinct Catholic Identity

Teaching and Learning



Leading and Learning in the 21st Century Classroom

Achieving Instructional Excellence

Instruction for the 21st Century

Assessment, Evaluation and Reporting

Expanding Pathways



Differentiating Opportunities for Every Student's Future

Adopting a Pathways Planning Mindset

Assisting Students with Transitions Planning

Promoting Student Engagement

Inspiring Leadership



Promoting a Culture of Professional Growth

Employee Performance Growth

Capacity Building

Board Leadership Strategy

Celebrating Inclusion



Personalization, Precision and Professional Development

Universal Design for Learning

Differentiated Practice

Precise and Personalized Intervention

Strategic Plan Themes and Priorities (cont'd)

Serving in Partnership



Building Connections to Enhance Catholic Education

Classroom, School and Board

Outreach and Programs

Parents, Stakeholders and Community Involvement

Emerging Technology



Empowering Today for a Changing Tomorrow

Infrastructure, Security and User Experience

Information Management

Ministry Compliance – Managing Information for Student Achievement (MISA)

Advancing Communications



Strengthening Relationships to Enhance Student Achievement

Collaborative Communication

Branding and Visual Identity

Community Engagement

Managing Resources



Establishing Sustainable Priorities and Raising Stakeholder Confidence

Financial Stability

Resource Management

System Accountability

Continuing Education



Serving the Needs and Interests of All Learners

Career Training and Personal Development

Expanding and Extending Programs

Promoting Student Engagement

Glossary – Ministry Funding

Grants for Student Needs (GSN)

The Ministry provides funding to School Boards based primarily on an enrolment based funding model on a per pupil basis to support the basic operations of a school system (eg – Teachers, Utilities, Consumable Supplies). Special purpose grants are provided to support specific students (eg – Special Education), services (eg - Transportation) or programs (eg – French Language Instruction). Certain funding areas have specific spending criteria (called envelopes) as outlined below.

Education Programs Other (EPO)

The Ministry provides funding through the various divisions (eg – Literacy and Numeracy, Student Success) to support specific targeted initiatives in support of current education priorities. These initiatives can change depending on the Provincial priorities and must be spent in support of the specific initiative. The funds support specified staffing, professional development (eg - teacher release time) and resources and typically require a dedicated report back to the Ministry with respect to expenditure and outcomes.

Ministry Funding Envelopes/Restrictions

Special Education

Funds may only be used for Special Education related expenditures.

Board Administration

Expenditure may not exceed Board Administration funding.

Operating Funds

May be used to support Operating or Capital Expenditures.

Capital Funds

May only be used to support Capital related expenditure.

Balanced Budget

The Operating budget does not require reliance on reserves.

Operating Reserves

Ministry requirement to maintain 1-2% for unexpected events.

Glossary – Academic Program Definitions

Student Achievement

Using the school effectiveness framework educators learn more about instructional strategies, student assessment and effective practice through observation, analysis and collaboration. The framework is also used as a tool to inform School and Board Improvement Plans. The Board has incorporated school effectiveness related funding into its Student Achievement and Professional Development programs and portfolios.

Teaching and Learning

Provides for curriculum related resources and supports for all subject areas including Music/Arts, Literacy, Numeracy, Religion, Sciences/Technology, Indigenous Studies, Health and Physical Education, 21st Century Learning/Innovation and e-Learning.

Student Success

The Student Success portfolio focuses on providing every student in Grades 7-12 with various pathways and opportunities to reach their ultimate potential and goals through such initiatives as Specialist High Skills Majors, Dual Credit, Transitions, Reengagement and Alternative Education programs.

Safe and Accepting Schools

The Ministry and Board believe that a safe, inclusive and accepting school environment is a necessary condition for student well being and achievement. Building a positive and inclusive school climate requires healthy and respectful relationships among and between students, staff, parents and the community.

Faith Formation

The Board budget provides for various faith formation related activities, retreats and celebrations in addition to the purchase of religion textbooks, Many Gifts resources and Bibles for our Grade 4 students.

Parent Involvement

The Ministry and Board recognize that student achievement improves when parents play an active role in their children's education and that parent engagement is a key factor in the enhancement of student well-being. The Ministry provides funding to Boards to support parent involvement activities at the district and school level through a base annual allocation as well as through specific application based grants (PRO – Parents Reaching Out).



MEMORANDUM

To: Finance Committee

From: Ryan Putnam, Superintendent of Business & CFO

Date: January 14, 2019

Subject: **Operating Budget Factors**

RECOMMENDATION:

Moved by _____, seconded by _____

“THAT the Finance Committee receive as information an overview of potential operating budget factors which may impact the current and/or upcoming budget.”

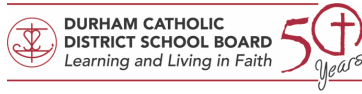
RATIONALE:

Staff is continually monitoring various operating budget factors which may impact the current and/or upcoming budget. Some of the more significant areas of focus are as follows:

- Projected Enrolment
- Staffing Requirements
- Employee Benefits
- Supply Teacher Costs
- Actuarial Liabilities
- Transportation
- Utilities Costs
- Ministry Funding

Staff will continue to monitor the above factors with respect to potential budget implications and provide ongoing updates at future meetings.

RP:dm



MEMORANDUM

To: Finance Committee

From: Ryan Putnam, Superintendent of Business & CFO

Date: January 14, 2019

Subject: **2019/2020 Budget Schedule**

RECOMMENDATION:

Moved by _____, seconded by _____

“THAT the Finance Committee receive as information the 2019/2020 Budget Schedule as reviewed by staff on January 14, 2019.”

RATIONALE:

Staff will review the 2019/2020 budget schedule (see future meeting dates below) and outline the major items to be presented/discussed/addressed at each of the meetings.

FUTURE MEETING DATES:

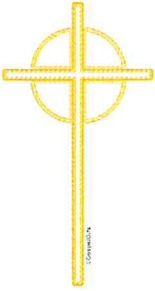
February 11, 2019 – Multi-Year Budget Framework

April 1, 2019 - Public Consultation Meeting

May 13, 2019 - 2019/2020 Estimates (First Draft)

June 3, 2019 - 2019/2020 Estimates (Final Draft)

RP:dm



Mission Statement

*We are called to celebrate and nurture the
God-given talents of each student as we serve with
excellence in the light of Christ.*



Durham Catholic District School Board