

Catholic Education Centre
322 Fairview Drive
Brantford, ON N3T 5M8

Board Meeting
January 24, 2012 7:00 pm
Boardroom

Members: **Trustees:**
Cliff Casey (Chair), June Szeman (Vice Chair), Dennis Blake, Dan Dignard, Bonnie McKinnon,
Rick Petrella, Maxine Smitiuch (Student Trustee)

Senior Administration:
Cathy Horgan (Director of Education & Secretary), Tom Grice (Superintendent of Business &
Treasurer), Bill Chopp, Trish Kings and Chris Roehrig (Superintendents of Education)

1. Opening Business

- 1.1 Opening Prayer – Cliff Casey
- 1.2 Attendance
- 1.3 Approval of the Agenda
- 1.4 Declaration of Interest

2. Presentations

The Youth Ambassadors for Christ committee from Notre Dame Catholic Elementary School, Caledonia, will make a presentation on the school community's significant contributions to the local and global social communities over the last two years.

3. Delegations - Nil

4. Consent Agenda

- 4.1. Approval of Board Meeting Minutes – December 13, 2011 Pages 3-8
- 4.2. Approval of Special Meeting of the Board Minutes – December 22, 2011 Pages 9-10

5. Committee and Staff Reports

- 5.1. Unapproved Minutes and Recommendations from the Committee of the Whole Meeting of January 17, 2012 Pages 11-15
Presenter: June Szeman, Vice Chair of the Board
 - Home Instruction Policy 200.17 (pgs. 16-23)
 - 2011-12 Revised Budget (pgs. 24-41)

6. Information and Correspondence

- OCSTA Update

7. Notices of Motion

8. Trustee Inquiries

9. Business In-camera

207. (2) Closing of certain committee meetings. A meeting of a committee of a board, including a committee of the whole board, may be closed to the public when the subject-matter under consideration involves,

- The security of the property of the board;
- The disclosure of intimate, personal or financial information in respect of a member of the board or committee, an employee or prospective employee of the board or a pupil or his or her parent or guardian;
- The acquisition or disposal of a school site;
- Decisions in respect of negotiations with employees of the board; or
- Litigation affecting the board.

10. Report on the In-camera session

11. Future Meetings and Events

page 42

12. Closing Prayer

Gracious God, as we prepare to conclude this meeting, we once again lift up our hearts to You. We thank you for the gifts that have been present within this act of service to the community, for the gifts of fellowship and understanding, of mutual respect and shared visions. We are grateful for the gifts of perseverance and insight into the common concerns we share. Now bless our departure and journeys homeward, in the name of the Father, Son, and Holy Spirit. Amen

13. Adjournment

Next Meeting: February 28, 2012 7:00 pm



Board Meeting
Tuesday, December 13, 2011 7:00 pm
Boardroom

Trustees:

Present: Cliff Casey (Chair), June Szeman (Vice Chair), Dennis Blake, Dan Dignard, Bonnie McKinnon, Rick Petrella, Maxine Smitiuch (Student Trustee)

Absent:

Senior Administration:

Cathy Horgan (Director of Education & Secretary), Wally Easton (Associate Director, Corporate Services & Treasurer), Bill Chopp, Trish Kings and Chris Roehrig (Superintendents of Education), Tom Grice (Assistant Superintendent of Business)

1. Opening Business

1.1 Opening Prayer

The meeting was opened with a prayer led by Cliff Casey.

1.2 Attendance – as noted above

1.3 Approval of the Agenda

Moved by: Rick Petrella

Seconded by: June Szeman

THAT the Brant Haldimand Norfolk Catholic District School Board approves the Agenda of the December 13, 2011 meeting.

Carried

1.4 Declaration of Interest – Nil

2. Presentations

Chair Casey extended the Board's congratulations to Rebecca Lacroix, a Grade 12 student from Holy Trinity Catholic High School, for her winning design of the annual Board Christmas card. Ms. Lacroix was unable to be in attendance.

Chair Casey welcomed players, coaches and volunteers of the Assumption College School Junior Football Team and offered the Board's congratulations on the team winning the 2011 Ontario Regional Junior Football Championship game. The team was one of six regional teams who competed in the provincial playdowns, and were victorious in the championship game against Whitby. Kent Dixon, Head Coach, distributed certificates to those in attendance and were congratulated by Mr. Casey.

Chair Casey extended the Board's congratulations to Anne Evanoff, elementary Principal, who is retiring at the end of December. Director Horgan commented that several school communities had benefitted from Ms. Evanoff's work and dedication during her ten years with the Board.



Chair Casey congratulated Mary Gallo, Principal of Program: Secondary on her upcoming retirement at the end of December. Mrs. Gallo has been a teacher, secondary Vice-Principal and system Principal during her 35-year career with the Board. She was commended by Director Horgan for her work in support of students at risk over the past few years.

3. Delegations - Nil

4. Consent Agenda

- 4.1 THAT the Brant Haldimand Norfolk Catholic District School Board approves the minutes from the November 22, 2011 Board meeting.
- 4.2 THAT the Brant Haldimand Norfolk Catholic District School Board approves the Minutes from the December 6, 2011 Annual Meeting of the Board.
- 4.3 THAT the Brant Haldimand Norfolk Catholic District School Board receives the unapproved Minutes from the Special Education Advisory Committee meeting of November 9, 2011.
- 4.4 THAT the Brant Haldimand Norfolk Catholic District School Board receives the unapproved Minutes from the Faith Advisory Committee meeting of November 30, 2011.

Trustee Blake inquired as to the status of his request at the November 22, 2011 Board meeting for additional information regarding the elementary progress report card. Superintendent Roehrig will send to all trustees an electronic copy of a short presentation he has prepared on this subject.

Moved by: June Szeman

Seconded by: Rick Petrella

THAT the Brant Haldimand Norfolk Catholic District School Board receives all reports and approves all motions under the Consent Agenda.

Carried

5. Committee and Staff Reports

5.1 Unapproved Minutes and Recommendations from the Accommodations Committee meeting of December 6, 2011

In reviewing the minutes from the December 6, 2011 meeting of the Accommodations Committee, Dan Dignard, Chair of the Committee, commented that having two staff members trained on conducting public consultations will assist with the process for future Accommodation Review Committee studies. He also noted that the five-year school renewal plan is a well-managed plan. He presented the following recommendations for approval:

THAT the Accommodations Committee recommends that the Brant Haldimand Norfolk Catholic District School Board approves that two staff members receive training through the International Association for Public Participation at a cost not to exceed \$10,000.

THAT the Accommodations Committee recommends that the Brant Haldimand Norfolk Catholic District School Board approves the Five-Year School Renewal Plan.



Moved by: Bonnie McKinnon

Seconded by: Rick Petrella

THAT the Brant Haldimand Norfolk Catholic District School Board receives the unapproved minutes from the December 6, 2011 Accommodations Committee meeting.

Carried

THAT the Brant Haldimand Norfolk Catholic District School Board approves the recommendations from the December 6, 2011 Accommodations Committee meeting.

Carried

5.2 Financial Statements – Year Ended August 31, 2011

Trustee Petrella, Chair of the Audit Committee, reported that Cameron Johnston of Millard, Rouse & Rosebrugh LLP had reviewed the financial statements for the year ended August 31, 2011 at the Audit Committee meeting of December 7, 2011. He commented that the Board had another successful year resulting in an operating surplus of approximately \$1.5 million. He also explained some of the changes to the disclosure requirements resulting from the final phase-in of the revised Public Sector Accounting Board legislation. No accounting issues or internal control problem were encountered during the audit. Mr. Petrella thanked the finance staff for their work. Trustee Blake made a motion that the auditors present the financial statements not only to the Audit Committee, but also at a Board meeting. The motion was not seconded. Trustee Dignard requested and received clarification regarding underspending of the budget in certain areas.

Moved by: Dan Dignard

Seconded by: Bonnie McKinnon

THAT the Brant Haldimand Norfolk Catholic District School Board approves the Financial Statements for the year ended August 31, 2011.

Carried

5.3 Insurance Renewal

Associate Director Easton reported that the Board's annual insurance premiums have been relatively stable over the past couple of years. The cost of insurance covered by the Ontario School Boards' Insurance Exchange (OSBIE) reflects a nominal rate increased (2%) for base liability insurance, and no increase in the areas of property, boiler, crime and automobile insurance.

Moved by: Dan Dignard

Seconded by: Rick Petrella

THAT the Brant Haldimand Norfolk Catholic District School Board approves the 2012 insurance renewal premium, payable to the Ontario School Board's Insurance Exchange, in the amount of \$209,114.70, plus PST.

Carried

5.4 Robotics and Pathways Program

Superintendent Roehrig provided trustees with an update regarding the new VEX Robotics and Pathways program being introduced in Grade 8 classrooms this year. This new technology initiative is aligned with the revised Science and Technology curriculum. He introduced Dennis Perras, Itinerant Technology teacher who provided an overview of the program. He commented that in the fifteen classrooms that he has worked in to date, students are engaged and he has observed enhanced problem solving and listening skills, teamwork and cooperation. Mr. Perras'



son, Bennett, demonstrated a robotics vehicle that he had constructed in class. A VEX Robotics Competition is planned for the late spring. Grades 7/8 and 8 students will also participate in a two-day hands-on technology experience at their feeder secondary school during the January exam week, while students in Grades 6/7 and 7 will do the same during the June exam week.

Moved by: Rick Petrella

Seconded by: June Szeman

THAT the Brant Haldimand Norfolk Catholic District School Board receives the Robotics and Pathways report.

Carried

5.5 Excursion – New York City

Superintendent Roehrig reported that approximately ten Grade 12 Specialist High Skills Major Hospitality students from St. John's College have an opportunity to participate in a four-day field trip to New York City during the March Break to participate in culinary and educational activities in support of the classroom curriculum. In response to Trustee Blake's question regarding school visits to area culinary schools, Superintendent Roehrig confirmed that several local field trips to Norfolk, Hamilton and Toronto have taken place and that details of these trips would be sent to trustees.

Moved by: Bonnie McKinnon

Seconded by: Rick Petrella

THAT the Brant Haldimand Norfolk Catholic District School Board approves the request from St. John's College for an excursion to New York City, NY from Saturday, March 10, 2012 to Tuesday, March 13, 2012.

Carried

5.6 Student Trustee Report

Student Trustee Smitiuch reported that Student Senators were progressing well in their planning for the annual Student Leadership Symposium which will be held in May. She also updated trustees on recent events held at the secondary schools including the annual Remembrance Day service and launch of the Pennies From Heaven campaign at Assumption College School, a Bullying Awareness Week and Coffee House held at Holy Trinity during November, and the annual Remembrance Day service and launch of the Angel Campaign at St. John's College. Leadership students at St. John's also organized a successful "11:11 Make A Wish" event with proceeds being donated to the Make a Wish Foundation.

Moved by: June Szeman

Seconded by: Rick Petrella

THAT the Brant Haldimand Norfolk Catholic District School Board receives the Student Trustee Report.

Carried



6. Information and Correspondence

Chair Casey invited trustees to review a blog by People for Education regarding the closure of schools.

Associate Director Easton, who will retire on December 31, 2011, expressed his thanks to the Board for the opportunities provided to him over the past 18 years with this Board and the former Brant County Roman Catholic Separate School Board. He commended the Board on its many accomplishments and initiatives over the years, which reflect its progressive nature. He also extended his thanks to senior administrators for their commitment and dedication to students, and to Director Horgan for her leadership, particularly in the areas of student achievement and strategic planning.

Director Horgan requested that trustees review information received from OCSTA regarding a possible Certificate in Catholic Education Governance course and advise if they are interested. Trustees were also informed of an invitation from Bishop Fabbro to attend a trustee retreat being planned for March 2012. The following motion was made:

Moved by: June Szeman

Seconded by: Bonnie McKinnon

THAT any trustee interested in participating in the London Diocese Trustee Retreat on March 23-24, 2012 be reimbursed for expenses as per Board policy.

Carried

Moved by: Dan Dignard

Seconded by: Bonnie McKinnon

THAT the Brant Haldimand Norfolk Catholic District School Board receives the information and correspondence items since the last meeting.

Carried

7. Notices of Motion - Nil

8. Trustee Inquiries

Trustee Dignard inquired about Bill 13, which deals with bullying. Chair Casey advised that OCSTA is developing a response to this legislation.

In regards to an inquiry from Trustee Blake regarding the status of portables at St. John's College now that the addition is complete, Associate Director Easton confirmed that approximately 13 portables will be removed. A number of portables at St. Gabriel will also be removed once students transfer to St. Basil.

9. Business In-Camera

Moved by: June Szeman

Seconded by: Dan Dignard

THAT the Brant Haldimand Norfolk Catholic District School Board moves to an in-camera session.

Carried



10. Report on the In-Camera Session

Moved by: Rick Petrella

Seconded by: Dan Dignard

THAT the Brant Haldimand Norfolk Catholic District School Board approves the business from the in-camera session.

Carried

11. Future Meetings

The list of upcoming year-end meetings and events was reviewed by Trustees.

12. Closing Prayer

A closing prayer was recited in unison.

13. Adjournment

Moved by: Bonnie McKinnon

Seconded by: Rick Petrella

THAT the Brant Haldimand Norfolk Catholic District School Board adjourns the meeting of December 13, 2011.

Carried



**Special Meeting of the Board
Thursday, December 22, 2011 1:00 p.m.
Boardroom**

Trustees:

Present: Cliff Casey (Chair), June Szeman (Vice Chair), Dan Dignard, Rick Petrella

Via teleconference: Dennis Blake, Bonnie McKinnon

Absent: Dan Dignard

Senior Administration:

Cathy Horgan (Director of Education & Secretary), Wally Easton (Associate Director, Corp. Services & Treasurer), Tom Grice (Assistant Superintendent of Business)

1. Opening Business

1.1 Opening Prayer

The meeting was opened with a prayer.

1.2 Attendance – as noted above.

1.3 Approval of the Agenda

Moved by: Rick Petrella

Seconded by: June Szeman

THAT the Brant Haldimand Norfolk Catholic District School Board approves the Agenda of the Special Meeting of the Board of December 22, 2011.

Carried

1.4 Declaration of Interest - Nil

2. Committee and Staff Reports

2.1 St. Peter/St. Joseph's Schools Additions

Assistant Superintendent Grice reviewed the results of the six bids received in response to a tender for the additions and renovations to St. Peter and St. Joseph's schools resulting from the implementation of the Early Learning Kindergarten Program. All bids exceeded the amount allocated in the construction budget. The lowest bid was from Collaborative Structures Ltd. A breakdown of the anticipated costs was reviewed. Mr. Grice is in the process of seeking additional funding from the Ministry and any shortfall will be addressed through modifications to the Five-Year Facilities Renewal Plan. In response to trustee inquiries, Assistant Superintendent Grice confirmed that the Board has not worked with any of the contractors, but that they are all prequalified and have met the criteria of the Board's tender process. The architect has not



worked with Collaborative Structures Ltd. Either. As per Board policy, the lowest bid will be awarded.

Moved by: Dennis Blake
Seconded by: Rick Petrella

THAT the Brant Haldimand Norfolk Catholic District School Board approves the awarding of the contract for the addition and renovations to St. Peter and St. Joseph's schools to Collaborative Structures Ltd., in the amount of \$1,084,285, plus HST, which includes both the Base Total Tender Sum and a separate price for the Administration Renovation at St. Peter School.

Carried

3. Business In-Camera

Moved by: Rick Petrella
Seconded by: June Szeman

THAT the Brant Haldimand Norfolk Catholic District School Board moves to an in-camera session of the Special Meeting of the Board.

Carried

4. Report on the In-Camera Session

Moved by: Rick Petrella
Seconded by: June Szeman

THAT the Brant Haldimand Norfolk Catholic District School Board approves the business of the in-camera session of the Special Meeting of the Board.

Carried

5. Closing Prayer

6. Adjournment

Moved by: Bonnie McKinnon
Seconded by: June Szeman

THAT the Brant Haldimand Norfolk Catholic District School Board adjourns the Special Meeting of the Board of December 22, 2011.

Carried

RECOMMENDATIONS FOR THE BOARD FROM THE COMMITTEE OF THE WHOLE

January 17, 2012

AGENDA ITEM	MOTION
5.1	THAT the Committee of the Whole refers the recommendation from the Policy Committee Meeting of January 10, 2012 to the Brant Haldimand Norfolk Catholic District School Board for approval. THAT the Policy Committee recommends that the Committee of the Whole refers the Home Instruction Policy to the Brant Haldimand Norfolk Catholic District School Board for approval.
5.2	THAT the Committee of the Whole recommends that the Brant Haldimand Norfolk Catholic District School Board approves the 2011-12 Revised Budget Estimates, in the amount of \$121,596,393.

RECOMMENDATION:

THAT the Brant Haldimand Norfolk Catholic District School Board receives the unapproved minutes from the Committee of the Whole Meeting of January 10, 2012.

THAT the Brant Haldimand Norfolk Catholic District School Board approves the recommendations from the Committee of the Whole Meeting of January 10, 2012.



Committee of the Whole
Tuesday, January 17, 2012 7:00 pm
Boardroom

Trustees:

Present: Cliff Casey (Chair), June Szeman (Vice Chair), Dennis Blake, Dan Dignard, Bonnie McKinnon, Rick Petrella, Maxine Smitiuch (Student Trustee)

Absent:

Senior Administration:

Cathy Horgan (Director of Education), Tom Grice (Superintendent of Business & Treasurer), Bill Chopp, Trish Kings and Chris Roehrig (Superintendents of Education)

1. Opening Business

1.1 Opening Prayer

The meeting was opened with a prayer led by Cliff Casey.

1.2 Attendance – As noted above.

1.3 Approval of the Agenda

Moved by: Dennis Blake

Seconded by: Dan Dignard

THAT the Committee of the Whole of the Brant Haldimand Norfolk Catholic District School Board approves the Agenda of the January 17, 2012 meeting.

Carried

1.4 Declaration of Interest – Nil

2. Presentations – Nil

3. Delegations - Nil

4. Consent Agenda

4.1 THAT the Committee of the Whole of the Brant Haldimand Norfolk Catholic District School Board approves the minutes from the November 15, 2011 meeting.

4.2 THAT the Committee of the Whole refers the unapproved minutes from the Special Education Advisory Committee Meeting of December 14, 2011 to the Brant Haldimand Norfolk Catholic District School Board for receipt.



- 4.3** THAT the Committee of the Whole refers the unapproved minutes from the Student Transportation Services Brant Haldimand Norfolk Board of Directors' meeting of December 20, 2011 to the Brant Haldimand Norfolk Catholic District School Board for receipt.

In reference to Item 4.3, Trustee Blake requested clarification regarding possible expansion of the transportation consortium. Superintendent Grice explained that the consortium is always looking for ways to be effective and efficient, including the possibility of working with a neighbouring consortium in order to achieve economies of scale. Concern was expressed by both trustees Blake and Szeman regarding smaller service providers potentially losing their contracts as a result of the Request for Proposal that has been recently issued to refresh the pricing for current services/routes.

Moved by: Dan Dignard
Seconded by: Dennis Blake

THAT the Committee of the Whole of the Brant Haldimand Norfolk Catholic District School Board receives all reports and approves all motions under the Consent Agenda.

Carried

5. Committee and Staff Reports

5.1 Unapproved Policy Committee Meeting Minutes and Recommendations – January 10, 2012

Vice Chair Szeman, Chair of the Policy Committee, briefly reviewed the main revisions made to the Home Instruction Policy and requested approval of the following recommendation from the Committee:

THAT the Policy Committee recommends that the Committee of the Whole refers the Home Instruction Policy 200.17 to the Brant Haldimand Norfolk Catholic District School Board for approval.

Moved by: Bonnie McKinnon
Seconded by: Rick Petrella

THAT the Committee of the Whole refers the unapproved minutes from the Policy Committee Meeting of January 10, 2012 to the Brant Haldimand Norfolk Catholic District School Board for receipt.

Carried

THAT the Committee of the Whole refers the recommendation from the Policy Committee Meeting of January 10, 2012 to the Brant Haldimand Norfolk Catholic District School Board for approval.

Carried

5.2 2011-12 Revised Budget

Superintendent Grice updated trustees on the most significant revisions made to the 2011-12 preliminary budget. These revisions reflect changes to revenue and expenses since the preliminary projections of June, 2011. Many of the changes are as a result of actual enrolment as of October 31, 2011.



Moved by: Rick Petrella
Seconded by: June Szeman

THAT the Committee of the Whole recommends that the Brant Haldimand Norfolk Catholic District School Board approves the 2011-12 Revised Budget Estimates, in the amount of \$121,596,393.

Carried

5.3 Early Learning Kindergarten Program – Additions – St. Mary’s and St. Gabriel Schools

Superintendent Grice advised trustees that the Ministry has approved funding for two classroom additions at St. Gabriel School and one classroom addition at St. Mary’s School to accommodate the Early Learning Kindergarten Program scheduled to begin in September 2013. The architect selection process, which will include trustee representatives, will likely begin in February, 2012.

Moved by: June Szeman
Seconded by: Rick Petrella

THAT the Committee of the Whole refers the report on classroom additions at St. Mary’s School, Hagersville and St. Gabriel Catholic Elementary School, Brantford to the Brant Haldimand Norfolk Catholic District School Board for receipt.

Carried

6. Information and Correspondence - Nil

7. Notices of Motion - Nil

8. Trustee Inquiries

Trustee Szeman inquired as to how a trustee who is unable to attend the professional development modules offered at an OCSTA event can access the training in order to receive their certificate. Director Horgan will pursue this with OCSTA and will advise.

9. Business In-Camera

Moved by: Dennis Blake
Seconded by: Dan Dignard

THAT the Brant Haldimand Norfolk Catholic District School Board moves to an in-camera session.
Carried

10. Report on the In-Camera Session

Moved by: Dan Dignard
Seconded by: Bonnie McKinnon

THAT the Brant Haldimand Norfolk Catholic District School Board approves the business from the in-camera session.

Carried



11. Future Meetings

The list of 2011-12 meetings and events was reviewed by Trustees.

12. Closing Prayer

The closing prayer was recited in unison.

13. Adjournment

Moved by: Dennis Blake

Seconded by: Dan Dignard

THAT the Brant Haldimand Norfolk Catholic District School Board adjourns the meeting of January 17, 2012.

Carried

**REPORT TO THE BRANT HALDIMAND NORFOLK CATHOLIC
DISTRICT SCHOOL BOARD POLICY COMMITTEE**

Prepared by: Bill Chopp, Superintendent of Education
Presented to: Policy Committee
Submitted on: January 10, 2012
Submitted by: Cathy Horgan, Director of Education & Secretary

HOME INSTRUCTION
Public Session

BACKGROUND INFORMATION:

In order to conform to the attendance policy of the district, there was a need to review the Home Instruction Policy.

DEVELOPMENTS:

The Home Instruction Policy was reviewed by the elementary and secondary administrators and the Human Resource Department. The purpose of the review accomplished two goals:

1. To distinguish the differences between Home Instruction and Home Schooling.
2. To propose a process for the hiring of home instruction teachers.

All feedback was reviewed and included as required into the final attached version.

RECOMMENDATION:

THAT the Policy Committee recommends that the Committee of the Whole refers the Home Instruction policy to the Brant Haldimand Norfolk Catholic District School Board for approval.



**Brant Haldimand Norfolk
Catholic District School Board**

Policy: Home Instruction

		Policy Number:	200.17
Adopted:	April 24, 2001	Former Policy Number:	n/a
Revised:	January 24, 2012	Policy Category:	Students
Subsequent Review Dates:	TBD	Pages:	1

Belief Statement:

The Brant Haldimand Norfolk Catholic District School Board recognizes the need for all students to succeed. The Board, in cases where a student registered in the district will be absent from school for a prolonged period of time, will provide home instruction to ensure continuity of programming.

Policy Statement:

The Brant Haldimand Norfolk Catholic District School Board will ensure that home instruction is provided for student(s) who cannot attend regular day school classes. The appropriate Superintendent of Education will arrange for home instruction to be provided for a student when:

- Medical evidence that the pupil cannot attend school is provided to the Principal; and
- A Principal of a school becomes aware that a student will be absent for an extended period of time (more than three (3) weeks). It should be noted that a pupil with an infectious disease is not eligible for home instruction during the contagious stages of the disease, but school work and/or assignments can be provided for the student by the classroom teacher upon request from the parent. Such work/assignments will only be provided if it is deemed by school personnel that the student is willing and able to complete the work/assignments given. Home instruction will normally begin no sooner than three (3) weeks from the last date of attendance at school. This “waiting period” can be waived if the Principal is made aware of the need for home instruction well in advance of the first day of the anticipated absence of the student. It is understood that the home instruction arrangement is a temporary measure to assist the student in making the transition back to regular school attendance.

Glossary of Key Policy Terms:

Home Instructors

Home Instructors are board employees, thereby subject to the requirements of Criminal Background Checks/Vulnerable Sector screening that is required of all teaching employees. Home Instructors shall be qualified teachers and hired through the Home Instructor application process as designed by the Human Resources department. They may be the student’s teacher or another teacher from the staff of the student’s school. If the student’s teacher or another teacher from the staff of the student’s school is willing to provide home instruction, this instruction will occur outside the regular hours of the school day.

References:

Regulation 298 Subsection 11 (11) – School Attendance
Education Act – Section 21 (2)(b)



**Home Instruction
AP 200.17**

Procedure for:	Principals	Adopted:	April 24, 2001
Submitted by:	Bill Chopp, Superintendent of Education	Revised:	January 24, 2012
Category:	Students		

Purpose

To provide direction for school principals/vice-principals regarding students requiring home instruction.

Responsibilities

Superintendent of Education

The Superintendent of Education will coordinate the implementation of the home instruction procedures.

Principal

The school Principal will complete the application for home instruction and monitor the home instruction.

Parents (Students over 18)

Parents will provide necessary documentation to apply for home instruction.

Home Instruction Teacher

The Home Instruction Teacher will provide instruction as per school direction.

Procedures

1.0 Superintendent of Education

The Superintendent of Education will:

- compile a list of qualified candidates willing to be employed as Home Instruction Teachers within various subject/grade levels and within specific geographic areas of the Board. It is understood that for students in Grades 11 and 12, every attempt will be made to employ a subject specialist for the student.
- cancel home instruction if:
 - the student cannot or does not make himself/herself available.
 - the student is oppositional to Home Instruction.
 - the Home Instructor's safety is in question.

2.0 Principal

The Principal will:

- on becoming aware that a student will be absent for an extended period of time (more than 3 weeks), inquire of the parent/guardian whether the student is able to take instruction and receive an estimated length of time instruction will be needed.
- have the family obtain and present to the school a completed Home Instruction Application (Form A), indicating the nature of the medical condition, the fact that the student is unable to attend school but is able to receive instruction and complete school work/assignments, and provide the expected date of return to school.
- ascertain from the student's timetable those subject areas in which instruction can be readily and effectively given at a location other than the school. Some subjects require emphasis on practical experience and do not lend themselves to effective instruction outside the school setting.
- take into consideration the pupil's progress prior to the absence and the time within the school year at which the absence occurs.
- determine the optimum number of instruction hours per week to a maximum of three (3) hours.



- complete Form A and send it to the appropriate Superintendent for approval.

3.0 Classroom Teacher

The Classroom Teacher will:

- prepare appropriate materials to be given to the Home Instruction Teacher. These include: syllabus, course outlines, marking scheme, text, novel, course documents, etc.
- provide assessments and evaluations for the Home Instruction Teacher, i.e. tests, quizzes, final exams, written assignments.
- work cooperatively with the Home Instruction Teacher.

4.0 Home Instruction Teacher

The Home Instruction Teacher will:

- contact/visit the school to obtain relevant information regarding the pupil's educational needs.
- contact the home to arrange a schedule of up to 3 (three) hours per week of instruction. The instruction may take place in the home, hospital or another mutually agreed upon location.
- prior to designated reporting periods, provide the classroom teacher with all relevant assessment, evaluation and reporting information collected on behalf of the student. This includes comments for the report card.
- complete the appropriate payroll sheets (Form C) monthly and attach a report (Form B) of the instruction given and progress made by the student. These must be sent to the Principal who will sign and forward to the appropriate Superintendent.
- be paid at the Continuing Education pay rate as per the elementary and secondary teacher's collective agreements.
- contact the Principals if:
 - there is concern of personal safety;
 - the student cannot or will not make himself/herself available; and/or,
 - the student is oppositional to Home Instruction.

5.0 Parent/Guardian

The Parent/Guardian will:

- create a schedule in consultation with the Home Instruction Teacher for the times and dates that Home Instruction will occur.
- notify the Home Instruction Teacher 24 hours in advance if a session needs to be cancelled.
- ensure a quiet working area conducive for learning where the Home Instruction can take place.
- be present in the home or alternative location while the instruction is taking place.

6.0 Student

The Student will:

- complete as much work as possible independently and use the home instruction time to ask questions/seek clarification.
- complete assignments by the deadline(s) provided.
- be prepared to work with the Home Instruction Teacher during the arranged time.

Definitions

Home Instructors

Home Instructors are board employees, thereby subject to the requirements of Criminal Background Checks/Vulnerable Sector screening that is required of all teaching employees. Home Instructors will be hired through the Home Instructor application process as designed by the Human Resources department. They may be the student's own teacher or another teacher from the staff of the student's school. If the student's own teacher, or another teacher from the staff of the student's school are willing to provide home instruction, this instruction will occur outside the regular hours of the school day.



References

Regulation 298 Subsection 11 (11) – School Attendance
Education Act – Section 21 (2)(b)



Student _____ OEN: _____ School: _____

Address: _____ City: _____ Postal Code: _____

Tel: _____ Birth Date: _____ Grade: _____ Male Female

Name of Parent/Guardian: _____ Tel: _____

Nature of student's inability to attend school: _____

Medical certificate attached: To follow:

Date last attended school: _____ Date home instruction to commence: _____

Anticipated date of return: _____

Signature of Principal or Vice-Principal: _____ Date: _____

Grade/Level:
Subject:
Date to begin:

Approval: _____ hours per week

Name of Home Instruction Teacher

Superintendent of Education

Date: _____
yy mm dd

Home Instruction is now complete:

Last day of instruction: _____
yy mm dd

Principal

When instruction is complete, please return this form to the Superintendent of Education.



Student Name: _____

School: _____

Date of Instruction: _____

Summary/Comment

Date: _____

Summary/Comment

Date: _____

Summary/Comment

Date: _____

Summary/Comment

Date: _____



Month: _____

Home Instruction Teacher: _____

Student: _____

School: _____

Date Visited	Time	Areas of Instruction
Total Hours		

Home Instruction Teacher's Signature: _____

Approved by School Principal: _____

Approved by Superintendent of Education: _____

Forward to Payroll Department

**REPORT TO THE BRANT HALDIMAND NORFOLK CATHOLIC
DISTRICT SCHOOL BOARD COMMITTEE OF THE WHOLE**

Prepared by: T. Grice, Superintendent of Business & Treasurer
Presented to: Committee of the Whole
Submitted on: January 17, 2012
Submitted by: Cathy Horgan, Director of Education & Secretary

REVISED BUDGET ESTIMATES – 2011-12

Public Session

BACKGROUND INFORMATION:

Each year, the Ministry requires that school boards make available their revised budgeted revenue and expenditures for the school year. The original estimates are normally approved by Board and submitted to the Ministry by June 30. Although the Ministry does not require the revised estimates to be approved by Board, our practice has been to recommend approval by the Board.

DEVELOPMENTS:

The 2011-12 Revised Budget is attached for your information as Appendix A. Actual enrolment at October 2011 was less than preliminary projections by ten elementary pupils and more than preliminary projections by 56 secondary pupils. This resulted in a net increase of approximately \$240,000 in General Operating grants. Since the approval of the original budget, the Ministry has introduced some additional grants to fund specific curriculum initiatives in the amount of approximately \$290,000.

There have been some changes in the Revised Budget as a result of restating the Teacher Salary budget to reflect actual staff at October 31, 2011 as well as a reduction of approximately \$215,000 in the Teacher Compensation allocation and \$200,000 in Tuition Fee Revenue. The 21st Century Learning initiative has had its costing reviewed and, as a result of additional work being completed in the prior year, a net savings of \$200,000 has been realized. An additional reduction of approximately \$150,000 in Transportation expenditures has been adjusted as a result of the Transportation policy changes made earlier this year.

Included in the Revised Budget is a benefit increase with respect to premium cost for six months, March to September, of approximately \$155,000 and the inclusion of \$158,854 in Vacation Accrual for Public Sector Accounting Board (PSAB) compliance purposes.

RECOMMENDATION:

THAT the Committee of the Whole recommends that the Brant Haldimand Norfolk Catholic District School Board approves the 2011-12 Revised Budget Estimates, in the amount of \$121,596,393.

Brant Haldimand Norfolk Catholic District School Board

REVENUE ESTIMATES 2011-2012

	Revised 2011-12	Preliminary 2011-12	Incr (Decr)
GENERAL LEGISLATIVE GRANTS			
Foundation Allocation - Base Amount - Elementary	29,253,402	29,298,488	(45,086)
Foundation Allocation - Base Amount - Secondary	21,663,969	21,378,912	285,057
Total: Foundation Allocation (includes Primary Class size)	50,917,371	50,677,400	239,971
School Foundation	8,593,575	8,570,665	22,910
Special Education Allocation	11,113,399	11,087,990	25,409
Language Allocation	1,352,821	1,301,957	50,864
Distant Schools/Small Schools Allocation	82,763	82,530	233
Remote & Rural Allocation	1,320,900	1,323,369	(2,469)
Learning Opportunity Allocation	1,526,988	1,525,243	1,745
Adult & Continuing Education & Summer School	3,224	-	3,224
Teacher Compensation Allocation	8,466,474	8,681,192	(214,718)
New Teacher Induction Program (NTIP)	83,028	98,330	(15,302)
Restraint Savings	(67,355)	(67,355)	-
Transportation Allocation	5,076,010	5,065,796	10,214
Administration & Governance Allocation	3,460,733	3,453,058	7,675
School Operations Allocations	10,413,247	10,385,586	27,661
Community Use of Schools	154,041	154,041	-
Declining Enrolment Adjustment	973,130	947,662	25,468
Program Enhancement	328,100	328,100	-
First Nation Supplemental Allocation	118,722	118,278	444
Safe Schools	201,916	200,965	951
Permanent Financing of NPF	146,395	146,395	-
Total: OPERATING	104,265,482	104,081,202	184,280
Deduct MTCA Allocation	(2,606,637)	(2,602,030)	(4,607)
Temporary Accommodation	140,000	140,000	-
TOTAL LEGISLATIVE GRANT-OPERATING	101,798,845	101,619,172	179,673
Capital Allocation			
School Renewal Allocation	1,452,555	1,450,094	2,461
Short Term Financing	28,550	-	28,550
Debt Charges Allocation -Interest	2,828,956	2,828,956	-
TOTAL LEGISLATIVE GRANT-OPERATING	106,108,906	105,898,222	210,684
Amortization of DCC	3,844,850	3,844,850	-
Allocate to Deferred Revenue DCC(re MTA)	2,579,637	2,575,030	4,607
SEA Formula based Funding (fr Deferred)	69,294	-	69,294
	112,602,687	112,318,102	284,585
OTHER REVENUE			
Tuition fees	1,273,841	1,472,597	(198,756)
Rental Revenue	89,184	73,140	16,044
Interest Earned	60,000	40,000	20,000
Sinking fund Interest	-	-	-
Miscellaneous Revenue	80,988	80,988	-
Shared Facilities	135,732	149,215	(13,483)
EDC Fund Revenue (re: Debenture Payment)	68,367	68,367	-
<i>Miscellaneous Gov't Grants</i>			
Early Learning Program	1,181,615	1,150,824	30,791
Misc Grants	707,558	414,788	292,770
Deferred Revenue	378,553	-	378,553
French Monitor Program	18,000	18,000	-
SCWI / SWAC	1,000,000	1,000,000	-
Ontario Youth Apprenticeship Program	90,748	90,748	-
TOTAL REVENUE	117,687,273	116,876,769	810,504
School Generated Funds	4,000,000	4,000,000	-
Prior Year Carry Forward	-	-	-
NET REVENUE	121,687,273	120,876,769	810,504
EXPENDITURE (including School funds)			
	121,596,393	120,876,769	719,624
Surplus(deficit) PSAB	90,880	(0)	90,880
Reverse School Funds Surplus(Deficit) for Compliance	-	-	-
50% Vacation Accrual (for Compliance Purposes)	(158,854)	-	(158,854)
Surplus(deficit) For Compliance	(67,974)	(0)	(67,974)

Brant Haldimand Norfolk Catholic District School Board

2011-2012 Revised Expenditure Estimates excluding TCA

			Prelim Budget	Revised Change	Revised Budget	Revised 2010-2011	Actual 2010-2011	Increase (Decrease)
INSTRUCTION								
Total Salaries & Wages			50,447,095	652,795	51,099,890	49,278,578	49,563,567	1,821,312
Total Employee Benefits			5,832,678	103,930	5,936,608	5,626,498	6,015,691	310,110
10	315	Professional Development - Academic & S.O.'s	218,265	160,600	378,865	200,809	128,251	178,056
10	316	Professional Memberships - Academic	150,000	-150,000	0	0	0	0
10	319	Religion Course	5,000		5,000	5,000	5,500	0
Total Staff Development			373,265	10,600	383,865	205,809	133,751	178,056
10	320	Textbooks & Learning Materials	65,000		65,000	55,000	204,104	10,000
10	325	Program Supplies	477,642	29,793	507,435	535,539	779,459	-28,104
10	330	Instructional Supplies	974,741		974,741	974,741	431,688	0
10	331	Application Software	0		0	0	624	0
10	333	New Classroom Set-Up	0		0	0	0	0
10	335	Printing & Photocopying - Instructional	200,000		200,000	200,000	179,671	0
10	336	Printing & Photocopying - Non-instructional	5,000	-500	4,500	5,000	220	-500
10	339	First Aid Supplies	7,500		7,500	7,500	5,103	0
10	361	Automobile Reimbursement	60,500	20,950	81,450	60,263	55,885	21,187
10	362	Travel - Contingent Rate Increase	13,300		13,300	0	0	13,300
10	401	Repairs - Furniture & Equipment	5,000		5,000	5,000	2,706	0
10	402	Repairs - Computer Technology	0		0	0	0	0
10	406	Telephone - Data Communications Services	265,000		265,000	298,400	238,896	-33,400
10	414	Student Senate	3,900		3,900	3,900	7,331	0
10	540	School Trips - Transportation	33,000	-4,000	29,000	28,100	79,043	900
Total Supplies & Services			2,110,583	46,243	2,156,826	2,173,443	1,984,730	-16,617
10	501	Replacement of Furniture & Equipment - General	60,000		60,000	65,000	53,621	-5,000
10	502	Replacement of Furniture & Equipment - Computer Technology	659,906	-250,000	409,906	100,296	91,610	309,610
10	503	Replacement of Furniture & Equipment - Network Connectivity	95,000		95,000	61,128	40,461	33,872
Total Replacement of F&E			814,906	-250,000	564,906	226,424	185,692	338,482
10	602	Rental/Lease - Furniture & Equipment - Computer Technology	0		0	0	0	0
10	603	Rental/Lease - Furniture & Equipment - Network Connectivity	0		0	0	0	0
Total Rental Expenditures			0		0	0		0
10	640	Instructional Advertising	15,400		15,400	10,300	9,599	5,100
10	654	Other Contractual Services	142,000	16,300	158,300	142,000	163,074	16,300
10	661	Software Fees & Licenses	150,274		150,274	152,274	78,854	-2,000
10	662	Maintenance Fees - Computer Technology	144,350		144,350	56,350	59,673	88,000
10	702	Association & Membership Fees - Individuals	1,000		1,000	1,000	0	0
Total Fees & Contractual Services			453,024	16,300	469,324	361,924	311,199	107,400
10	705	Student Bursaries/Awards	0		0	0	276	0
Total Other			0		0	0	276	0
10	790	Amortization	650,294		650,294	662,397	567,612	-12,103
Total Amortization			650,294		650,294	662,397	567,612	-12,103
Total INSTRUCTION			60,681,845	579,868	61,261,713	58,535,073	58,762,518	2,726,640

Brant Haldimand Norfolk Catholic District School Board

2011-2012 Revised Expenditure Estimates excluding TCA

		Prelim Budget	Revised Change	Revised Budget	Revised 2010-2011	Actual 2010-2011	Increase (Decrease)
SPECIAL EDUCATION							
	Total Salaries & Wages	11,282,409	45,560	11,327,969	10,620,368	10,329,484	707,601
	Total Employee Benefits	2,110,776	24,170	2,134,946	1,939,232	1,807,124	195,714
12	315 Professional Development - Academic & S.O.'s	21,500	12,500	34,000	23,500	11,549	10,500
12	317 Professional Development - Non Teaching	12,800	4,000	16,800	11,600	7,435	5,200
	Total Staff Development	34,300	16,500	50,800	35,100	18,984	15,700
12	320 Textbooks & Learning Materials	17,000		17,000	13,000	2,121	4,000
12	325 Program Supplies	92,500		92,500	106,750	95,247	-14,250
12	330 Instructional Supplies	11,000		11,000	11,000	26,003	0
12	335 Printing & Photocopying - Instructional	0		0	0	816	0
12	336 Printing & Photocopying - Non-instructional	10,800		10,800	10,800	2,823	0
12	361 Automobile Reimbursement	80,670	12,000	92,670	80,670	67,893	12,000
12	402 Repairs - Computer Technology	2,000		2,000	5,000	3,754	-3,000
12	404 Telephone - Cellular	3,375		3,375	3,375	1,669	0
12	405 Telephone - Voice	3,000		3,000	3,600	826	-600
12	407 Postage	200		200	200	55	0
12	410 Office Supplies & Services	4,500		4,500	4,500	5,892	0
12	416 SEAC	1,000		1,000	1,000	327	0
12	540 School Trips - Transportation	0		0	0	83	0
	Total Supplies & Services	226,045	12,000	238,045	239,895	207,507	-1,850
12	501 Replacement of Furniture & Equipment - General	50,000		50,000	128,500	104,888	-78,500
12	502 Replacement of Furniture & Equipment - Computer Technology	307,500	69,000	376,500	207,500	137,169	169,000
12	503 Replacement of Furniture & Equipment - Network Connectivity	0		0	0	6,094	0
	Total Replacement of F&E	357,500	69,000	426,500	336,000	248,152	90,500
12	654 Other Contractual Services	49,300		49,300	49,300	41,280	0
12	702 Association & Membership Fees - Individuals	200		200	200	119	0
	Total Fees & Contractual Services	49,500		49,500	49,500	41,399	0
	Total SPECIAL EDUCATION	14,060,530	167,230	14,227,760	13,220,095	12,652,651	1,007,665

Brant Haldimand Norfolk Catholic District School Board

2011-2012 Revised Expenditure Estimates excluding TCA

			Prelim Budget	Revised Change	Revised Budget	Revised 2010-2011	Actual 2010-2011	Increase (Decrease)
SCHOOL MANAGEMENT								
Total Salaries & Wages			6,936,030	204,104	7,140,134	6,729,227	6,727,618	410,907
Total Employee Benefits			1,000,779	30,788	1,031,567	1,007,718	899,451	23,849
15	315	Professional Development - Academic & S.O.'s	42,900	20,310	63,210	42,900	31,199	20,310
15	317	Professional Development - Non Teaching	6,000		6,000	6,000	818	0
Total Staff Development			48,900	20,310	69,210	48,900	32,018	20,310
15	320	Textbooks & Learning Materials	0		0	0	27,527	0
15	325	Program Supplies	0	5,500	5,500	0	40,333	5,500
15	335	Printing & Photocopying - Instructional	0		0	0		0
15	336	Printing & Photocopying - Non-instructional	35,350		35,350	35,350	25,648	0
15	361	Automobile Reimbursement	20,500	-3,400	17,100	20,500	13,702	-3,400
15	401	Repairs - Furniture & Equipment	0		0	0		0
15	404	Telephone - Cellular	0		0	0	7,836	0
15	405	Telephone - Voice	75,405		75,405	75,405	58,207	0
15	406	Telephone - Data Communications Services	0		0	0	2,583	0
15	407	Postage	32,046		32,046	32,046	40,740	0
15	410	Office Supplies & Services	130,954		130,954	130,954	120,410	0
15	415	School Council Supplies	25,500	18,482	43,982	38,342	34,488	5,640
15	502	Replacement of Furniture & Equipment - Computer Technology	0		0	0	2,647	0
Total Supplies & Services			319,755	20,582	340,337	332,597	374,121	7,740
15	501	Replacement of Furniture & Equipment - General	10,000		10,000	10,000	30,982	0
15	502	Replacement of Furniture & Equipment - Computer Technology	0		0	0		0
15	503	Replacement of Furniture & Equipment - Network Connectivity	14,998		14,998	37,222	34,504	-22,224
Total Replacement of F&E			24,998		24,998	47,222	65,486	-22,224
15	621	Rental/Lease - Photocopier	0		0	0		0
Total Rental Expenditures			0		0	0		0
15	661	Software Fees & Licenses	14,406		14,406	14,406	10,781	0
15	662	Maintenance Fees - Computer Technology	264,750	-25,000	239,750	124,750	83,375	115,000
15	719	School Courier	20,000		20,000	20,000	19,667	0
Total Fees & Contractual Services			299,156	-25,000	274,156	159,156	113,823	115,000
Total SCHOOL MANAGEMENT			8,629,618	250,784	8,880,402	8,324,820	8,212,516	555,582

Brant Haldimand Norfolk Catholic District School Board 2011-2012 Revised Expenditure Estimates excluding TCA

			Prelim Budget	Revised Change	Revised Budget	Revised 2010-2011	Actual 2010-2011	Increase (Decrease)
STUDENT SUPPORT SERVICES								
Total Salaries & Wages			375,876	19,996	395,872	567,375	529,283	-171,503
Total Employee Benefits			71,216	3,008	74,224	77,861	73,966	-3,637
21	315	Professional Development - Academic & S.O.'s	1,500		1,500	1,500		0
Total Staff Development			1,500		1,500	1,500		0
21	325	Program Supplies	1,000		1,000	1,000		0
21	361	Automobile Reimbursement	1,000		1,000	1,000		0
21	404	Telephone - Cellular	400		400	400	645	0
Total Supplies & Services			2,400		2,400	2,400	645	0
Total STUDENT SUPPORT SERVICES			450,992	23,004	473,996	649,136	603,894	-175,140
COMPUTER SERVICES								
Total Salaries & Wages			796,922	16,126	813,048	833,951	801,687	-20,903
Total Employee Benefits			178,646	4,047	182,693	189,612	175,322	-6,919
22	317	Professional Development - Non Teaching	18,000		18,000	15,000	10,301	3,000
Total Staff Development			18,000		18,000	15,000	10,301	3,000
22	325	Program Supplies	1,710		1,710	1,900	1,606	-190
22	332	Books & Periodicals	450		450	500		-50
22	336	Printing & Photocopying - Non-instructional	1,200		1,200	0	490	1,200
22	361	Automobile Reimbursement	30,500	-2,500	28,000	27,000	25,418	1,000
22	402	Repairs - Computer Technology	25,000		25,000	21,000	13,730	4,000
22	404	Telephone - Cellular	11,000	-2,500	8,500	11,000	6,153	-2,500
22	405	Telephone - Voice	3,500		3,500	0		3,500
22	406	Telephone - Data Communications Services	39,000		39,000	15,200	4,929	23,800
22	407	Postage	800		800	0	189	800
22	410	Office Supplies & Services	3,600		3,600	1,500	3,238	2,100
Total Supplies & Services			116,760	-5,000	111,760	78,100	55,752	33,660
22	501	Replacement of Furniture & Equipment - General	0		0	0	2,993	0
22	502	Replacement of Furniture & Equipment - Computer Technology	5,850		5,850	5,000	2,063	850
Total Replacement of F&E			5,850		5,850	5,000	5,056	850
22	653	Other Professional Fees	0		0	0		0
22	654	Other Contractual Services	23,000		23,000	23,000	39,157	0
22	661	Software Fees & Licenses	1,430		1,430	1,430		0
22	662	Maintenance Fees - Computer Technology	59,102		59,102	48,325	34,562	10,777
22	702	Association & Membership Fees - Individuals	500		500	0		500
Total Fees & Contractual Services			84,032		84,032	72,755	73,719	11,277
Total COMPUTER SERVICES			1,200,210	15,173	1,215,383	1,194,418	1,121,836	20,965

Brant Haldimand Norfolk Catholic District School Board 2011-2012 Revised Expenditure Estimates excluding TCA

			Prelim Budget	Revised Change	Revised Budget	Revised 2010-2011	Actual 2010-2011	Increase (Decrease)
LIBRARY SERVICES								
Total Salaries & Wages			885,772	-55,735	830,037	832,759	860,591	-2,722
Total Employee Benefits			194,687	-3,944	190,743	173,332	172,622	17,411
23	317	Professional Development - Non Teaching	2,000		2,000	2,000	2,866	0
Total Staff Development			2,000		2,000	2,000	2,866	0
23	320	Textbooks & Learning Materials	5,000		5,000	15,000	14,693	-10,000
23	321	Library Books	35,000		35,000	51,360	84,995	-16,360
23	325	Program Supplies	10,000		10,000	35,000	34,062	-25,000
23	330	Instructional Supplies	0		0	0	860	0
23	335	Printing & Photocopying - Instructional	1,000		1,000	2,000	1,549	-1,000
23	361	Automobile Reimbursement	4,000		4,000	5,000	5,790	-1,000
23	404	Telephone - Cellular	0		0	0	355	0
23	410	Office Supplies & Services	0		0	0	255	0
Total Supplies & Services			55,000		55,000	108,360	142,558	-53,360
Total LIBRARY SERVICES			1,137,459	-59,679	1,077,780	1,116,451	1,178,637	-38,671
GUIDANCE SERVICES								
Total Salaries & Wages			986,862		986,862	931,885	973,366	54,977
Total Employee Benefits			96,603	1,318	97,921	95,286	91,394	2,635
24	320	Textbooks & Learning Materials	0		0	0	0	0
24	330	Instructional Supplies	0		0	0	2,387	0
24	335	Printing & Photocopying - Instructional	0		0	0	3,629	0
Total Supplies & Services			0		0	0	6,015	0
Total GUIDANCE SERVICES			1,083,465	1,318	1,084,783	1,027,171	1,070,776	57,612

Brant Haldimand Norfolk Catholic District School Board 2011-2012 Revised Expenditure Estimates excluding TCA

			Prelim Budget	Revised Change	Revised Budget	Revised 2010-2011	Actual 2010-2011	Increase (Decrease)
TEACHER SUPPORT SERVICES								
Total Salaries & Wages			1,323,469	-143,965	1,179,504	1,197,686	1,124,655	-18,182
Total Employee Benefits			147,749	-15,148	132,601	141,102	121,393	-8,501
25	315	Professional Development - Academic & S.O.'s	18,000	-500	17,500	18,000	13,371	-500
Total Staff Development			18,000	-500	17,500	18,000	13,371	-500
25	325	Program Supplies	984,500	20,224	1,004,724	33,500	654,319	971,224
25	331	Application Software	0		0	2,000		-2,000
25	335	Printing & Photocopying - Instructional	31,500	-5,000	26,500	33,000	12,419	-6,500
25	336	Printing & Photocopying - Non-instructional	0		0	1,200	492	-1,200
25	361	Automobile Reimbursement	30,000	-500	29,500	29,500	24,329	0
25	404	Telephone - Cellular	5,100	-400	4,700	5,300	4,112	-600
25	405	Telephone - Voice	0		0	3,500	2,028	-3,500
25	406	Telephone - Data Communications Services	500		500	500		0
25	407	Postage	0		0	800	26	-800
25	410	Office Supplies & Services	0		0	2,500	1,847	-2,500
Total Supplies & Services			1,051,600	14,324	1,065,924	111,800	699,573	954,124
25	502	Replacement of Furniture & Equipment - Computer Technology	0		0	0		0
Total Replacement of F&E			0		0	0		0
25	640	Instructional Advertising	0		0	0	9,477	0
25	653	Other Professional Fees	45,000		45,000	0	41,681	45,000
25	701	Association & Membership Fees - Board	10,000		10,000	10,000	9,626	0
25	702	Association & Membership Fees - Individuals	3,250	-200	3,050	3,300	1,326	-250
Total Fees & Contractual Services			58,250	-200	58,050	13,300	62,111	44,750
Total TEACHER SUPPORT SERVICES			2,599,068	-145,489	2,453,579	1,481,888	2,021,103	971,691

Brant Haldimand Norfolk Catholic District School Board 2011-2012 Revised Expenditure Estimates excluding TCA

		Prelim Budget	Revised Change	Revised Budget	Revised 2010-2011	Actual 2010-2011	Increase (Decrease)
GOVERNANCE/TRUSTEES							
	Total Salaries & Wages	64,700		64,700	64,700	64,590	0
	Total Employee Benefits	2,588		2,588	2,588	1,303	0
31	317 Professional Development - Non Teaching	23,000		23,000	23,000	24,690	0
	Total Staff Development	23,000		23,000	23,000	24,690	0
31	336 Printing & Photocopying - Non-instructional	3,500		3,500	0		3,500
31	359 Student Trustees	5,000		5,000	5,000	4,234	0
31	361 Automobile Reimbursement	10,000		10,000	10,000	11,546	0
31	404 Telephone - Cellular	3,000		3,000	3,000	4,233	0
31	406 Telephone - Data Communications Services	3,600		3,600	3,600	5,885	0
31	407 Postage	200		200	200		0
31	410 Office Supplies & Services	500		500	500	792	0
31	501 Replacement of Furniture & Equipment - General	0		0	0		0
31	502 Replacement of Furniture & Equipment - Computer Technology	2,000		2,000	8,000	406	-6,000
	Total Supplies & Services	27,800		27,800	30,300	27,097	-2,500
31	701 Association & Membership Fees - Board	49,000		49,000	49,000	46,922	0
31	702 Association & Membership Fees - Individuals	250		250	250	25	0
31	725 Miscellaneous	5,000		5,000	10,000	2,921	-5,000
	Total Other	54,250		54,250	59,250	49,868	-5,000
	Total GOVERNANCE/TRUSTEES	172,338		172,338	179,838	167,547	-7,500

Brant Haldimand Norfolk Catholic District School Board 2011-2012 Revised Expenditure Estimates excluding TCA

			Prelim Budget	Revised Change	Revised Budget	Revised 2010-2011	Actual 2010-2011	Increase (Decrease)
GENERAL ADMINISTRATION								
	Total	Salaries & Wages	1,400,880	-102,455	1,298,425	1,373,152	1,367,194	-74,727
	Total	Employee Benefits	197,619	-10,640	186,979	183,867	188,037	3,112
32	315	Professional Development - Academic & S.O.'s	30,600	14,727	45,327	48,992	37,003	-3,665
32	316	Professional Memberships - Academic	1,000		1,000	1,000	1,226	0
32	317	Professional Development - Non Teaching	5,900		5,900	6,000	5,332	-100
	Total	Staff Development	37,500	14,727	52,227	55,992	43,561	-3,765
32	322	Books & Periodicals	2,250		2,250	2,500	2,436	-250
32	325	Program Supplies	0		0	39,397	1,393	-39,397
32	336	Printing & Photocopying - Non-instructional	16,000		16,000	16,000	4,471	0
32	361	Automobile Reimbursement	11,900	-1,000	10,900	11,500	9,442	-600
32	404	Telephone - Cellular	12,200		12,200	12,200	7,043	0
32	405	Telephone - Voice	0		0	0	1,372	0
32	406	Telephone - Data Communications Services	600		600	600	868	0
32	410	Office Supplies & Services	8,100		8,100	9,000	9,055	-900
	Total	Supplies & Services	51,050	-1,000	50,050	91,197	36,081	-41,147
32	501	Replacement of Furniture & Equipment - General	1,800		1,800	2,000	1,586	-200
32	502	Replacement of Furniture & Equipment - Computer Technology	1,350		1,350	1,500	15	-150
	Total	Replacement of F&E	3,150		3,150	3,500	1,602	-350
32	640	Instructional Advertising	13,900		13,900	11,900	8,302	2,000
32	641	Community Relations	0		0	0	0	0
32	652	Legal Fees	15,000		15,000	15,000	10,160	0
32	653	Other Professional Fees	0	20,000	20,000	0	0	20,000
32	654	Other Contractual Services	2,000		2,000	10,000	4,927	-8,000
32	661	Software Fees & Licenses	0		0	0	0	0
32	672	Liability Insurance	128,430		128,430	130,930	114,735	-2,500
32	701	Association & Membership Fees - Board	200		200	200	5,257	0
	Total	Fees & Contractual Services	159,530	20,000	179,530	168,030	143,381	11,500
32	702	Association & Membership Fees - Individuals	13,650		13,650	11,400	11,701	2,250
32	710	Interest	0		0	0	805	0
32	725	Miscellaneous	28,200		28,200	36,700	32,118	-8,500
	Total	Other	41,850		41,850	48,100	44,623	-6,250
32	790	Amortization	62,949		62,949	50,846	47,123	12,103
	Total	Amortization	62,949		62,949	50,846	47,123	12,103
	Total	GENERAL ADMINISTRATION	1,954,528	-79,368	1,875,160	1,974,684	1,871,602	-99,524

Brant Haldimand Norfolk Catholic District School Board

2011-2012 Revised Expenditure Estimates excluding TCA

		Prelim Budget	Revised Change	Revised Budget	Revised 2010-2011	Actual 2010-2011	Increase (Decrease)
BUSINESS ADMINISTRATION							
	Total Salaries & Wages	548,899	41,241	590,140	514,563	512,960	75,577
	Total Employee Benefits	122,882	6,309	129,191	113,316	108,604	15,875
33	317 Professional Development - Non Teaching	4,500		4,500	5,000	1,968	-500
33	318 Professional Memberships - Non Teaching	2,000		2,000	2,000	2,025	0
	Total Staff Development	6,500		6,500	7,000	3,993	-500
33	336 Printing & Photocopying - Non-instructional	4,000		4,000	4,000	1,155	0
33	361 Automobile Reimbursement	1,500		1,500	1,500	1,073	0
33	405 Telephone - Voice	18,000		18,000	18,000	11,386	0
33	406 Telephone - Data Communications Services	1,800		1,800	0	1,801	1,800
33	407 Postage	12,000		12,000	12,000	11,640	0
33	410 Office Supplies & Services	17,100		17,100	19,000	13,869	-1,900
	Total Supplies & Services	54,400		54,400	54,500	40,925	-100
33	501 Replacement of Furniture & Equipment - General	9,000		9,000	10,000	5,222	-1,000
33	502 Replacement of Furniture & Equipment - Computer Technology	4,500		4,500	5,000		-500
	Total Replacement of F&E	13,500		13,500	15,000	5,222	-1,500
33	640 Instructional Advertising	2,655		2,655	2,655	601	0
33	651 Audit Fees	45,000		45,000	45,000	62,478	0
33	653 Other Professional Fees	0		0	0	2,554	0
33	654 Other Contractual Services	71,000		71,000	71,000	85,320	0
33	661 Software Fees & Licenses	8,000		8,000	8,000	5,775	0
33	662 Maintenance Fees - Computer Technology	93,200		93,200	93,200	69,762	0
33	702 Association & Membership Fees - Individuals	2,000		2,000	2,000	996	0
	Total Fees & Contractual Services	221,855		221,855	221,855	227,486	0
33	729 Foreign Exchange Gain/Loss	0		0	0	-481	0
	Total Other	0		0	0	-481	0
	Total BUSINESS ADMINISTRATION	968,036	47,550	1,015,586	926,234	898,709	89,352

Brant Haldimand Norfolk Catholic District School Board 2011-2012 Revised Expenditure Estimates excluding TCA

			Prelim Budget	Revised Change	Revised Budget	Revised 2010-2011	Actual 2010-2011	Increase (Decrease)
HUMAN RESOURCES ADMINISTRATION								
Total Salaries & Wages			481,315		481,315	467,298	466,158	14,017
Total Employee Benefits			99,088	890	99,978	77,278	94,452	22,700
34	317	Professional Development - Non Teaching	4,050	500	4,550	4,500	4,275	50
34	318	Professional Memberships - Non Teaching	1,700		1,700	1,700	1,565	0
Total Staff Development			5,750	500	6,250	6,200	5,840	50
34	322	Books & Periodicals	2,000	-500	1,500	2,000	1,111	-500
34	325	Program Supplies	5,000	-5,000	0	0	0	0
34	361	Automobile Reimbursement	2,000		2,000	2,000	1,605	0
34	410	Office Supplies & Services	3,150		3,150	3,500	2,082	-350
34	421	Recruitment of Staff	15,000	10,000	25,000	15,000	14,912	10,000
34	449	Health & Safety	0	5,000	5,000	0	0	5,000
Total Supplies & Services			27,150	9,500	36,650	22,500	19,709	14,150
34	650	Labour Relations	130,000	70,000	200,000	130,000	259,620	70,000
34	653	Other Professional Fees	4,000		4,000	2,000	9,307	2,000
34	654	Other Contractual Services	29,000		29,000	29,000	28,777	0
34	661	Software Fees & Licenses	6,720		6,720	0	0	6,720
34	662	Maintenance Fees - Computer Technology	0		0	2,500	2,365	-2,500
34	702	Association & Membership Fees - Individuals	1,400		1,400	1,400	1,346	0
Total Fees & Contractual Services			171,120	70,000	241,120	164,900	301,416	76,220
Total HUMAN RESOURCES ADMINISTRATION			784,423	80,890	865,313	738,176	887,575	127,137
TECHNICAL ADMINISTRATION								
Total Salaries & Wages			53,363	3,000	56,363	40,190	46,807	16,173
Total Employee Benefits			13,497	360	13,857	7,963	8,773	5,894
35	503	Replacement of Furniture & Equipment - Network Connectivity	10,000		10,000	8,150	6,772	1,850
Total Replacement of F&E			10,000		10,000	8,150	6,772	1,850
35	661	Software Fees & Licenses	14,408		14,408	14,408	13,380	0
Total Fees & Contractual Services			14,408		14,408	14,408	13,380	0
Total TECHNICAL ADMINISTRATION			91,268	3,360	94,628	70,711	75,732	23,917

Brant Haldimand Norfolk Catholic District School Board 2011-2012 Revised Expenditure Estimates excluding TCA

			Prelim Budget	Revised Change	Revised Budget	Revised 2010-2011	Actual 2010-2011	Increase (Decrease)
SCHOOL OPERATIONS								
Total Salaries & Wages			3,895,331	40,000	3,935,331	3,832,617	3,782,438	102,714
Total Employee Benefits			999,592	11,575	1,011,167	936,339	904,947	74,828
40	317	Professional Development - Non Teaching	2,000		2,000	2,000	2,998	0
Total Staff Development			2,000		2,000	2,000	2,998	0
40	340	Plant Operations Supplies	270,235		270,235	250,235	245,309	20,000
40	341	Electricity	1,369,805	-27,891	1,341,914	1,180,219	1,200,579	161,695
40	343	Heating - Gas	397,201	-38,685	358,516	437,225	303,862	-78,709
40	346	Water & Sewage	173,087	-550	172,537	133,213	160,946	39,324
40	361	Automobile Reimbursement	15,000		15,000	15,000	8,598	0
40	404	Telephone - Cellular	2,000		2,000	2,000	1,408	0
40	430	Maintenance Supplies	50,000		50,000	50,000	17,604	0
40	431	Maintenance Services	0		0	0	51	0
40	435	Caretakers Supplies	3,500		3,500	0		3,500
Total Supplies & Services			2,280,828	-67,126	2,213,702	2,067,891	1,938,358	145,811
40	501	Replacement of Furniture & Equipment - General	40,500		40,500	45,000	36,882	-4,500
40	502	Replacement of Furniture & Equipment - Computer Technology	1,800		1,800	2,000		-200
Total Replacement of F&E			42,300		42,300	47,000	36,882	-4,700
40	610	Rental/Lease - Instructional Accommodation	101,429		101,429	185,098	185,043	-83,669
Total Rental Expenditures			101,429		101,429	185,098	185,043	-83,669
40	654	Other Contractual Services	700,000		700,000	700,000	758,063	0
40	661	Software Fees & Licenses	20,000		20,000	20,000	24,384	0
40	681	Moving of Portables	60,000		60,000	10,000		50,000
Total Fees & Contractual Services			780,000		780,000	730,000	782,447	50,000
40	790	Amortization	3,131,607		3,131,607	3,131,607	3,252,362	0
Total Amortization			3,131,607		3,131,607	3,131,607	3,252,362	0
Total SCHOOL OPERATIONS			11,233,087	-15,551	11,217,536	10,932,552	10,885,475	284,984

Brant Haldimand Norfolk Catholic District School Board

2011-2012 Revised Expenditure Estimates excluding TCA

		Prelim Budget	Revised Change	Revised Budget	Revised 2010-2011	Actual 2010-2011	Increase (Decrease)
SCHOOL MAINTENANCE							
	Total Salaries & Wages	800,378		800,378	722,318	704,461	78,060
	Total Employee Benefits	174,115	1,905	176,020	150,500	156,791	25,520
41	317 Professional Development - Non Teaching	2,500		2,500	2,500	1,715	0
	Total Staff Development	2,500		2,500	2,500	1,715	0
41	340 Plant Operations Supplies	0		0	0		0
41	361 Automobile Reimbursement	15,000		15,000	15,000	5,884	0
41	370 Vehicle Fuel	30,000		30,000	30,000	34,420	0
41	401 Repairs - Furniture & Equipment	1,000		1,000	1,000		0
41	404 Telephone - Cellular	6,000		6,000	6,000	4,405	0
41	430 Maintenance Supplies	125,000		125,000	125,000	122,767	0
41	431 Maintenance Services	300,000		300,000	300,000	346,663	0
41	432 Landscaping	6,000		6,000	6,000	8,030	0
41	434 Building & Grounds (School Based)	61,368		61,368	61,368	10,184	0
41	438 Municipal Improvements	5,000		5,000	5,000	515	0
41	439 Local Improvement Supplies	10,000		10,000	10,000		0
41	440 Vehicle Maintenance & Supplies	10,000		10,000	10,000	17,528	0
41	449 Health & Safety	18,000		18,000	12,000	11,751	6,000
	Total Supplies & Services	587,368		587,368	581,368	562,147	6,000
41	501 Replacement of Furniture & Equipment - General	4,500		4,500	5,000	5,195	-500
	Total Replacement of F&E	4,500		4,500	5,000	5,195	-500
41	754 Debenture Interest - post May 15, 1998	88,847		88,847	93,778	93,778	-4,931
	Total Interest Charges on Long Term Debt	88,847		88,847	93,778	93,778	-4,931
41	625 Rental/Lease - Vehicles	0		0	0		0
	Total Rental Expenditures	0		0	0		0
41	653 Other Professional Fees	2,000		2,000	2,000		0
41	654 Other Contractual Services	8,000		8,000	8,000	4,223	0
41	661 Software Fees & Licenses	20,000		20,000	20,000	37,207	0
41	671 Property Insurance	90,793		90,793	88,293	99,407	2,500
41	673 Vehicle Insurance	8,000		8,000	8,000	11,046	0
41	702 Association & Membership Fees - Individuals	2,000		2,000	2,000	1,022	0
	Total Fees & Contractual Services	130,793		130,793	128,293	152,906	2,500
	Total SCHOOL MAINTENANCE	1,788,501	1,905	1,790,406	1,683,757	1,676,993	106,649

**Brant Haldimand Norfolk Catholic District School Board
2011-2012 Revised Expenditure Estimates excluding TCA**

			Prelim Budget	Revised Change	Revised Budget	Revised 2010-2011	Actual 2010-2011	Increase (Decrease)
SCHOOL RENEWAL								
42	760	Local Improvements	1,450,094	2,461	1,452,555	1,483,959	914,613	-31,404
42	767	Green Schools Pilots	0		0	0		0
		Total Supplies & Services	1,450,094	2,461	1,452,555	1,483,959	914,613	-31,404
		Total SCHOOL RENEWAL	1,450,094	2,461	1,452,555	1,483,959	914,613	-31,404
NEW PUPIL PLACES								
43	754	Debenture Interest - post May 15, 1998	1,442,313		1,442,313	2,772,129	2,780,691	-1,329,816
43	761	Capital Loan Interest	0		0	0		0
		Total Interest Charges on Long Term Debt	1,442,313		1,442,313	2,772,129	2,780,691	-1,329,816
		Total NEW PUPIL PLACES	1,442,313		1,442,313	2,772,129	2,780,691	-1,329,816

**Brant Haldimand Norfolk Catholic District School Board
2011-2012 Revised Expenditure Estimates excluding TCA**

		Prelim Budget	Revised Change	Revised Budget	Revised 2010-2011	Actual 2010-2011	Increase (Decrease)
OP & MAINT/CAPITAL-NON INSTRUCTIONAL							
	Total Salaries & Wages	47,216		47,216	45,843	47,131	1,373
	Total Employee Benefits	12,755	176	12,931	11,802	11,857	1,129
44	336 Printing & Photocopying - Non-instructional	3,000		3,000	3,000	1,951	0
44	340 Plant Operations Supplies	0		0	0	17,749	0
44	341 Electricity	22,955	-1,539	21,416	32,189	34,481	-10,773
44	343 Heating - Gas	8,419	-708	7,711	12,362	11,480	-4,651
44	346 Water & Sewage	2,914	-190	2,724	3,914	4,395	-1,190
44	361 Automobile Reimbursement	0		0	0	558	0
44	405 Telephone - Voice	4,200		4,200	4,200	427	0
44	410 Office Supplies & Services	2,500		2,500	2,500	4,183	0
44	430 Maintenance Supplies	45,000		45,000	45,000	28,592	0
44	431 Maintenance Services	20,000		20,000	20,000	25,484	0
	Total Supplies & Services	108,988	-2,437	106,551	123,165	129,300	-16,614
44	501 Replacement of Furniture & Equipment - General	2,000		2,000	2,000	1,949	0
	Total Replacement of F&E	2,000		2,000	2,000	1,949	0
44	754 Debenture Interest - post May 15, 1998	47,877		47,877	49,122	49,122	-1,245
	Total Interest Charges on Long Term Debt	47,877		47,877	49,122	49,122	-1,245
44	611 Rental/Lease - Non-Instructional Accommodation	49,500		49,500	50,500	25,500	-1,000
	Total Rental Expenditures	49,500		49,500	50,500	25,500	-1,000
44	653 Other Professional Fees	0		0	0		0
44	654 Other Contractual Services	30,000		30,000	30,000	35,827	0
	Total Fees & Contractual Services	30,000		30,000	30,000	35,827	0
	Total OP & MAINT/CAPITAL-NON INSTRUCTIONAL	298,336	-2,261	296,075	312,432	300,685	-16,357
DIRECT CAPITAL & DEBT							
45	754 Debenture Interest - post May 15, 1998	1,455,012		1,455,012	383,497	359,761	1,071,515
	Total Interest Charges on Long Term Debt	1,455,012		1,455,012	383,497	359,761	1,071,515
45	762 Other Capital	146,395		146,395	146,395	146,395	0
	Total Other	146,395		146,395	146,395	146,395	0
	Total DIRECT CAPITAL & DEBT	1,601,407		1,601,407	529,892	506,156	1,071,515

Brant Haldimand Norfolk Catholic District School Board 2011-2012 Revised Expenditure Estimates excluding TCA

			Prelim Budget	Revised Change	Revised Budget	Revised 2010-2011	Actual 2010-2011	Increase (Decrease)
TRANSPORTATION - GENERAL								
Total Salaries & Wages			111,500	-1,110	110,390	107,929	30,778	2,461
Total Employee Benefits			23,690	-236	23,454	22,934	5,751	520
50	317	Professional Development - Non Teaching	8,834	224	9,058	7,256		1,802
Total Staff Development			8,834	224	9,058	7,256		1,802
50	361	Automobile Reimbursement	1,420	-14	1,406	945	600	461
50	404	Telephone - Cellular	74	395	469	474	308	-5
50	410	Office Supplies & Services	6,736	-2,215	4,521	5,363		-842
Total Supplies & Services			8,230	-1,834	6,396	6,782	908	-386
50	654	Other Contractual Services	25,149	3,751	28,900	20,676	94,887	8,224
50	661	Software Fees & Licenses	9,401	-94	9,307	9,717		-410
50	702	Association & Membership Fees - Individuals	497	-5	492	395		97
Total Fees & Contractual Services			35,047	3,652	38,699	30,788	94,887	7,911
Total TRANSPORTATION - GENERAL			187,301	696	187,997	175,689	132,324	12,308
TRANSPORTATION - HOME TO SCHOOL								
51	654	Other Contractual Services	5,041,950	-132,267	4,909,683	5,116,084	5,012,386	-206,401
51	720	Transfers to Other Boards	0		0	0	-57,140	0
Total Fees & Contractual Services			5,041,950	-132,267	4,909,683	5,116,084	4,955,246	-206,401
Total TRANSPORTATION - HOME TO SCHOOL			5,041,950	-132,267	4,909,683	5,116,084	4,955,246	-206,401
TRANSPORTATION - SCHOOL TO SCHOOL								
52	654	Other Contractual Services	10,000	-10,000	0	56,700	55,107	-56,700
52	725	Miscellaneous	5,000	-5,000	0	5,000		-5,000
Total Fees & Contractual Services			15,000	-15,000	0	61,700	55,107	-61,700
Total TRANSPORTATION - SCHOOL TO SCHOOL			15,000	-15,000	0	61,700	55,107	-61,700
TRANSPORTATION - OTHER								
53	654	Other Contractual Services	5,000	-5,000	0	5,000	5,000	-5,000
Total Fees & Contractual Services			5,000	-5,000	0	5,000	5,000	-5,000
Total TRANSPORTATION - OTHER			5,000	-5,000	0	5,000	5,000	-5,000

**Brant Haldimand Norfolk Catholic District School Board
2011-2012 Revised Expenditure Estimates excluding TCA**

	Prelim Budget	Revised Change	Revised Budget	Revised 2010-2011	Actual 2010-2011	Increase (Decrease)
CONTINUING EDUCATION						
Total Salaries & Wages	0		0	0		0
Total Employee Benefits	0		0	0		0
55 330 Instructional Supplies	0		0	0		0
55 335 Printing & Photocopying - Instructional	0		0	0		0
Total Supplies & Services	0		0	0		0
Total CONTINUING EDUCATION	0		0	0		0
OTHER NON-OPERATING						
59 462 SGF Expense	4,000,000		4,000,000	0		4,000,000
59 722 Claims & Settlements	0		0	0		0
Total Other	4,000,000		4,000,000	0		4,000,000
Total OTHER NON-OPERATING	4,000,000		4,000,000	0		4,000,000
TOTAL BUDGET	120,876,769	719,624	121,596,393	112,511,889	111,737,386	9,084,504



2011-12 Trustee Meetings and Events

Date	Time	Meeting/Event	New / Revised
January 24, 2012	7:00 pm	Board Meeting	
February 1, 2012	4:00 pm	Trustee Tour – St. John’s College addition	
February 8, 2012	7:00 pm	SEAC Meeting	
February 14, 2012	9:30 am	Executive Council Mtg.	
February 16, 2012	1:30 pm	Faith Advisory Committee Mtg.	
February 21, 2012	7:00 pm	Committee of the Whole	
February 28, 2012	1:00 pm	Student Transportation Services BHN Board of Directors’ Mtg.	
February 28, 2012	7:00 pm	Board Meeting	
March 6, 2012	9:30 am	Executive Council Mtg.	
March 7, 2012	1:30 pm	Catholicity Committee Mtg.	
<i>March 12 – 16, 2012</i>		<i>MARCH BREAK</i>	
March 20, 2012	7:00 pm	Committee of the Whole	
March 21, 2012	7:00 pm	SEAC Meeting	
March 23-24, 2012	3:30 pm	Trustee Retreat with Bishop Fabbro	
March 27, 2012	7:00 pm	Board Meeting	
April 10, 2012	9:00 am	Executive Council Mtg.	
April 11, 2012	7:00 pm	Official Opening & Blessing – St. Basil – Bishop Crosby	
April 11, 2012	7:00 pm	SEAC Meeting	
April 17, 2012	7:00 pm	Committee of the Whole	
April 24, 2012	7:00 pm	Board Meeting	
April 26 - 28, 2012		OCSTA AGM	
May 2 – 4, 2012		Board Art Show	
May 3, 2012	5:00 pm	Catholic Student Leadership Awards; with Bishop Fabbro	
<i>May 6 – 11, 2012</i>		<i>Catholic Education Week</i>	
May 8, 2012	2:00 pm	Executive Council Mtg.	
May 8, 2012	6:00 pm 6:30 pm	Celebration of the Arts – art viewing Celebration of the Arts - performances	
May 15, 2012	7:00 pm	Committee of the Whole	
May 16, 2012	7:00 pm	SEAC Meeting	
May 22, 2012	7:00 pm	Board Meeting	
May 23, 2012	1:00 pm	Catholicity Committee Mtg.	
May 29, 2012	1:30 pm	Faith Advisory Committee Mtg.	
June 7-9, 2012		CCSTA Convention	
June 12, 2012	9:00 am	Executive Council Mtg.	
June 13, 2012	7:00 pm	SEAC Meeting	
June 19, 2012	7:00 pm	Committee of the Whole	
June 25, 2012	4:45 pm	Assumption College Graduation	
June 26, 2012	7:00 pm	Board Meeting	
June 28, 2012	7:00 pm	St. John’s College Graduation	
June 28, 2012	7:00 pm	Holy Trinity Graduation	