



**BRANT HALDIMAND NORFOLK
Catholic District School Board**

Agenda

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

**Budget Committee
Tuesday, March 28, 2017 – 4:00 p.m.
Boardroom**

Members: Rick Petrella (Chair), Tom Grice, Carol Luciani, Bonnie McKinnon, Pat Petrella

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| 1. Opening Prayer | Rick Petrella |
| 2. Approval of the Agenda | Rick Petrella |
| 3. Approval of the Minutes – January 11, 2017 | Rick Petrella |
| 4. Declarations of Conflict of Interest | Rick Petrella |
| 5. Business Arising from the Minutes | Rick Petrella |
| 6. Information Items | |
| 6.1 Trustee Budget Items | Rick Petrella |
| 7. Trustee Inquiries | Rick Petrella |
| 8. Move to In-Camera Session | Rick Petrella |
| 9. Report on In-Camera Session | Rick Petrella |
| 10. Next Meeting & Adjournment | |
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Next Meeting: Thursday, April 20, 2017 – 4:30 pm



**BRANT HALDIMAND NORFOLK
Catholic District School Board**

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

**Budget Committee
Monday, January 11, 2017 – 4:30 p.m.
Boardroom**

Present: Rick Petrella (Chair), Cliff Casey, Dan Dignard, Tom Grice, Carol Luciani, Bonnie McKinnon, Pat Petrella, Chris N. Roehrig, Michelle Shypula, Leslie Telfer

1. Opening Prayer

Rick Petrella opened the meeting with prayer.

2. Approval of the Agenda

Moved by: Bonnie McKinnon

Seconded by: Carol Luciani

THAT the Budget Committee approves the agenda of January 11, 2017.

Carried

3. Approval of the Minutes

Moved by: Carol Luciani

Seconded by: Bonnie McKinnon

THAT the Budget Committee approves the Minutes of June 1, 2016.

Carried

4. Declaration of Conflict of Interest: Nil

5. Business Arising from the Minutes: Nil

6. Staff Reports and Information Items

6.1 Goals for 2017-18 Budget

Director Roehrig reviewed the goals for the 2017-18 Budget, which asks staff members to make the implementation of the multi-year Strategic Plan a priority. This is reflected in the goals of the multi-year Strategic Plan. The four Goals are as follows:

- 1. Improving Student Achievement** – Knowing our Learners: When we know, understand and respond to the unique learning needs using assessment-rich learning, we can respond to the individual needs of our students and improve their outcomes;
- 2. Catholic Faith Formation** – When we support the family and the parish in forming the faith of our students and we commit ourselves to the principles of our gospel values, as expressed through the example of Catholic Social Teaching, we help to build the Kingdom of God;



3. **Developing Safe and Inclusive Schools** – When we foster positive relationships that emphasize mutual respect, understanding and trust, we are able to improve the cohesion of our community; and
4. **Communicating Effectively** – When we communicate effectively to our internal and external stakeholders, we enhance the engagement of our community, which improves our ability to generate support for our system.

Moved by: Carol Luciani
Seconded by: Bonnie McKinnon

WHEREAS the Board has approved the following goals for the 2015-18 Strategic Plan:

Improving Student Achievement – Knowing our Learners: When we know, understand and respond to the unique learning needs using assessment-rich learning, we can respond to the individual needs of our students and improve their outcomes;

Catholic Faith Formation – When we support the family and the parish in forming the faith of our students and we commit ourselves to the principles of our gospel values, as expressed through the example of Catholic Social Teaching, we help to build the Kingdom of God;

Developing Safe and Inclusive Schools – When we foster positive relationships that emphasize mutual respect, understanding and trust, we are able to improve the cohesion of our community; and

Communicating Effectively – When we communicate effectively to our internal and external stakeholders, we enhance the engagement of our community, which improves our ability to generate support for our system.

THAT the Budget Committee recommends that the Committee of the Whole refers the Goals of the 2015-18 Strategic Plan as the goals for the 2017-18 Budget to the Brant Haldimand Norfolk Catholic District School Board for approval.

Carried

6.2 Budget Planning

Superintendent Grice reviewed in-year deficit budgets and the parameters that must be taken into account should a deficit be considered. Page 16 of the Budget Committee Agenda details the parameters. One parameter is that a deficit can be no greater than 1% of the Board's operating revenue in a fiscal year. Should a deficit occur, accumulated surplus from previous years must be available to cover the anticipated deficit.



Moved by: Carol Luciani
Seconded by: Bonnie McKinnon

THAT the Budget Committee recommends the Committee of the Whole refers the Budget Planning report to the Brant Haldimand Norfolk Catholic District School Board for approval of the budget procedures as outlined in the 2017-18 Budget Procedures Manual (September 1, 2017 to August 31, 2018).

Carried

6.3 Revised Budget Estimates – 2016-17

Superintendent Grice reviewed the report for the approval of revised budget. Mr. Grice brought attention to the unanticipated, increased student enrolment, the known and unknown costs of the recent collective agreements; including, but not limited to, health and benefit use.

Mr. Grice reviewed the additions to revenues and new or added expenditures. The revised expenditures included a summary of additional staff to relieve enrolment and program pressures, additions to information and computer technology infrastructure and software/applications, acceleration of purchases for the Religion and Family Life Program and some maintenance and contractual services supports. All major changes were listed in the Report to the committee.

Mr. Grice reviewed Appendix A of the Report, which highlights the revised revenue estimates. He explained the origin and use of every major change. He also explained the concept of using the increased revised budget for one-time costs rather than expenditures that would carry-over into the next budget.

Questions from the committee ensued regarding the Wide Area Network (WAN) consultant costs and the costs to the Boards for the Benefits Health Trust.

Moved by: Bonnie McKinnon
Seconded by: Carol Luciani

THAT the Budget Committee recommends that the Committee of the Whole refers the 2016-17 Revised Budget Estimates, in the amount of \$123,352,202, to the Brant Haldimand Norfolk Catholic District School Board for approval.

Carried

7. Trustee Inquiries: Nil

8. Business of the In-Camera Committee

Moved by: Bonnie McKinnon
Seconded by: Carol Luciani

THAT the Budget Committee moves to an in-camera session.

Carried



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9. Report on the In-Camera Session

Moved by: Carol Luciani

Seconded by: Bonnie McKinnon

THAT the Budget Committee approves the business of the In-Camera Session.

Carried

10. Adjournment

Moved by: Bonnie McKinnon

Seconded by: Carol Luciani

THAT the Budget Committee adjourns the meeting of January 11, 2017.

Carried

Next Meeting: TBD