



**Budget Committee**  
**Friday July 26, 2024 - 1:00 p.m.**  
**Boardroom / Microsoft Teams Meeting**

**Trustees:**

Rick Petrella (Chair), Carol Luciani, Dennis Blake, Bill Chopp, Dan Dignard, Mark Watson

**Senior Administration:**

Mike McDonald, Director of Education & Secretary, Cheryl Dalrymple, Superintendent of Business & Treasurer, John Della Fortuna, Kevin Greco, Lorrie Temple, Phil Wilson (Superintendents of Education), Ginny Toth, Manager of Financial Services

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- 1. Opening Business**
  - 1.1 Opening Prayer
  - 1.2 Attendance
  - 1.3 Approval of the Agenda
  - 1.4 Declaration of Interest
  - 1.5 Approval of the Minutes of December 13, 2023 Pages 2-5
  - 1.6 Business Arising from the Minutes
  
- 2. Staff Reports & Information Items**
  - 2.1 2024-25 Operating and Capital Budgets Pages 6-31  
Presenter: Cheryl Dalrymple, Superintendent of Business & Treasurer
  
- 3. Move to In-Camera Session**
  
- 4. Report on In-Camera Session**
  
- 5. Future Meetings**
  
- 6. Adjournment**



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**Budget Committee**  
**Wednesday, December 13, 2023 – 3:00 pm**  
**Boardroom and Microsoft Teams Meeting**

**Trustees:** Rick Petrella (Chair), Carol Luciani, Dennis Blake, Mark Watson

**Senior Administration & Staff Members:**

Jagoda Kirilo, Manager of Financial Services  
John Della Fortuna, Superintendent of Education  
Kevin Greco, Superintendent of Education  
Lorrie Ann Temple, Superintendent of Education – Mathematics  
Mike McDonald, Director of Education & Secretary  
Phil Wilson, Superintendent of Education  
Scott Keys, Superintendent of Business & Treasurer  
Katherine Reddicliffe, Recording Secretary

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**1. Opening Business**

**1.1 Opening Prayer**

The meeting was opened with prayer led by Chair Petrella.

**1.2 Attendance**

Attendance was noted as above.

**1.3 Approval of the Agenda**

Moved by: Carol Luciani

Seconded by: Dennis Blake

THAT the Budget Committee approves the Agenda of December 13, 2023.

**Carried**

**1.4 Declaration of Interest: Nil.**

**1.5 Approval of the Minutes of June 21, 2023**

Moved by: Mark Watson

Seconded by: Carol Luciani

THAT the Budget Committee approves the Minutes of June 21, 2023.

**Carried**

**1.6 Business Arising from the Minutes: Nil.**

**2. Staff Reports & Information Items**

**2.1 2023-24 Revised Estimates**

Annually, the Ministry requires school boards to complete revised estimates to address significant changes from the original estimates submitted the previous in June of the previous year.



Reporting a balanced budget continues to be projected for 2023-24.

The Board's overall ADE is projected to increase by 324 to 12,034. Expectation is to welcome over 1909 elementary students into our Catholic schools and over 130 at secondary schools. This is primarily attributed to the growth and migration we continue to see in several of the communities in our Board.

Overall, revenue and expenses are expected to increase by about \$5.4 million primarily from:

- As a result of our increase in overall ADE added:
  - An additional 13.9 classroom teachers.
  - An early childhood educator.
  - 0.4 FTE school clerical support.
- Added 17.0 FTE EAs to support student needs through approved Jordan's Principle applications.
- The revised estimates also include additional staff to support MEDU and Board strategic initiatives or programs:
  - Caretakers to support a clean and safe school at Notre Dame School.
  - Construction Supervisor/Coordinator to support our capital builds, school renewal and other construction projects which will be funded through our capital builds for a number of years.
  - Superintendent as previously approved by the Board and an executive assistant to support on the ongoing demands placed on Superintendents and other staff, specially related MEDU requests/initiatives and other strategic priorities. This will continue to allow Superintendents and other staff to visit schools and educators to further enhance the success of our students.
  - Student Attendance Counsellor to support student achievement and getting kids in class.

In addition, other expenses include projects and initiatives funded through PPF, supply/casual coverage for absences, predicted school funded activities, and additional demand for home to school transportation.

Moved by: Carol Luciani

Seconded by: Mark Watson

THAT the Budget Committee refers the 2023-24 Revised Estimates Report to the Brant Haldimand Norfolk Catholic District School Board for receipt.

**Carried**

## 2.2 Annual Report on Accumulated Surplus

This report provides an update on the accumulated surplus balance following the 2022-23 year-end reporting. A summary is provided in Appendix A of the report.

As of August 31, 2023, the Board's accumulated a surplus balance is approximately \$29.9 million. This amount is comprised of:



- \$17.6 million in specific purpose amounts that the MEDU requires Boards to set aside and not available for use, of which about \$11.4 million is set aside for the unfunded portion of portable requirements.
- \$5.8 million of internally appropriated amounts, through board resolution.
- \$6.4 million is set aside for externally required commitments through accounting standards or MEDU direction that are adjusted annually.

It is imperative to note that the Board has an operating contingency greater than 2% of our operating allocation which, according to Ministry benchmarks, puts the Board in a low financial risk position.

Moved by: Carol Luciani

Seconded by: Dennis Blake

THAT the Budget Committee refers the Annual Report on Accumulated Surplus to the Brant Haldimand Norfolk Catholic District School Board for receipt.

**Carried**

### **2.3 2024-25 Budget Plan**

The annual budget process presented to the Board outlining our timeline for submission of budget in accordance with Ministry regulations. The chart in the report outlines the dates most relevant to the Trustees including: three Budget Committee meetings, a public consultation survey, and Board approval dates.

Appendix A provides further details on the 2024-25 Budget Schedule.

Moved by: Dennis Blake

Seconded by: Mark Watson

THAT the Budget Committee refers the 2024-25 Budget Plan Report to the Brant Haldimand Norfolk Catholic District School Board for receipt.

**Carried**

**3. Trustee Inquiries:** Nil.

### **4. Business of the *In Camera* Session:**

Moved by: Carol Luciani

Seconded by: Mark Watson

THAT the Budget Committee moves to an *In Camera* Session.

### **5. Report on the *In Camera* Session:**

Moved by: Dennis Blake

Seconded by: Carol Luciani

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

### **6. Future Meetings**

Chair Petrella noted that the next Budget Committee Meeting has been scheduled on Monday, May 13, 2024 - 3:00 pm.



**7. Adjournment**

Moved by: Dennis Blake

Seconded by: Carol Luciani

THAT the Budget Committee adjourns the meeting of December 13, 2023.

**Carried**

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**Next Meeting:** Monday, May 13, 2024 - 3:00 pm

## REPORT TO THE BRANT HALDIMAND NORFOLK CATHOLIC DISTRICT SCHOOL BOARD BUDGET COMMITTEE

Prepared by: Cheryl Dalrymple, Superintendent of Business & Treasurer  
Presented to: Budget Committee  
Submitted on: July 26, 2024  
Submitted by: Michael MacDonald, Director of Education & Secretary

### 2024-25 OPERATING AND CAPITAL BUDGETS

Public Session

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#### **BACKGROUND INFORMATION:**

On April 26, 2024, the Ministry of Education (the “Ministry”) released information regarding Core Education Funding (formerly Grants for Student Needs (GSN)) for the 2024-25 school year.

- [Ministry of Education: 2024-25 Core Education Funding \(formerly Grants for Student Needs\)](#)

Core Education Funding (Core Ed) is a restructured version of the GSN. This is the first time the funding formula model has been reviewed in 25 years. Core Ed is projected to be \$28.6 billion, an increase of \$745 million or 2.7% compared to 2023-24.

Core Ed has simplified the number of grants from 18 in the previous funding formula to six funds. The six funds are:

- Classroom Staffing Fund (CSF)
- Learning Resources Fund (LRF)
- Special Education Fund (SEF)
- School Facilities Fund (SFF)
- Student Transportation Fund (STF)
- School Board Administration Fund (SBAF)

In addition, the Ministry made available the details of the grant formulas and other criteria for education funding through the Core Ed that are used to calculate allocations for budgeting and financial reporting purposes.

- [Education Funding: Technical Guide for 2024-25](#)

In addition to this, a further \$402.9 million for Responsive Education Programs (REP) and Funding for External Partners (FEP) (formerly Priorities and Partnership Funding (PPF)) was announced (2023-24, \$516.2 million). Of the \$402.9 million, \$294.6 million has been allocated to school boards with the Board’s portion of this allocation being \$1.4 million.

- [Ministry of Education: 2024-25 Responsive Education Programs \(REP\) \(formerly Priorities and Partnership Funding \(PPF\)\)](#)

A balanced and Board-approved budget for the 2024-25 school year was due to the Ministry of Education by June 28, 2024. Given the board’s recent staffing challenges, the board received an extension to July 29, 2024, to submit its budget.

This report provides the necessary information for the Budget Committee’s recommended approval to the Board of Trustees.

A balanced and compliant budget will be presented to the Board of Trustees on July 29, 2024.

The Board will be asked to approve the operating and capital budgets and the balance of the salary and benefits budget.

### **DEVELOPMENTS:**

To ensure we continue to support all students, our Multi-Year Strategic Plan sets direction to identify system goals. The focus of the current Multi-Year Strategic Plan is:

- Belonging for All: Honour the sacred dignity of each person, created in the image of God.
- Teaching and Learning for All: Ensure a commitment to Christ-centred, life-long learning.
- Wellness for All: Nurture faith-filled communities that are safe, inclusive, and healthy.

In addition to the above goals and priorities, the Board is committed to:

- A fiscally-sound approach to developing a balanced and compliant budget,
- Enhance financial stability,
- Continued promotion of fiscal responsibility among departments; and
- Legislative compliance.

### **Operating Budget**

The operating budget comprises the major annual revenues and expenditures of the Board's financial operations, to the extent they are known. Revenues from operating grants are received from the Ministry of Education, largely through the Core Education Funding, and represents a significant percentage of the Board's total operating revenues.

Senior Administration is presenting a balanced and compliant budget for the 2024-25 school year.

The 2024-2025 operating budget projects total revenue of about \$180.0 million, an increase of \$8.7 million or 5.1% from 2023-2024 revised estimates. This reflects the announcement from the Ministry of Education for the increase in enrolment, labour enhancements, update to census data used in the calculation of various benchmarks including Special Education and a 2% increase to the non-staffing allocation for school operations and maintenance.

Enrolment is the main driver for the Board's funding. The funding is based on the Average Daily Enrolment (ADE) using the full-time equivalent of students enrolled at each school as of October 31st and March 31st. In line with historical practices, a conservative approach was taken for 2024-25 and projected ADE to be 12,509, representing a 3.9% increase from 2023-24 revised estimates.

Total expenditures are projected at \$180.6 million which is an increase of \$8.7 million or 5.1% from 2023-2024 revised estimates. This includes an increase of \$10.3 million in total salaries and benefits and \$0.6 million in student transportation, offset by decreases in supplies and services of \$1.3 million, \$0.5 million in staff development, \$0.2 million interest on debt and \$0.2 million on amortization of capital assets. Total salaries and benefits account for about 79.3% (2023-2024 revised estimates, 77.4%) of the total operating expenditures.

- Refer to **Appendix A** for the 2024-25 Budget Dashboard
- Refer to **Appendix B** for the 2024-25 Budget Presentation

Capital Budget

During the 2024-25 school year, the Board will undertake the construction of the following two new Catholic schools:

- Pope Francis Catholic Elementary School (Caledonia)
- St. Padre Pio Catholic Secondary School (Brantford)

Administration and the Board of Trustees will also be reviewing the needs of the system and identifying specific facility renewal projects for the coming year to create safe and more comfortable learning environment for our students and staff.

From time-to-time, schools may require portables or portapacks to alleviate enrolment pressures. Portables and portapacks are typically funded using the Board’s temporary accommodations allocation and accumulated surplus, where necessary.

Capital Budget			
	2023-24 Revised Estimates	2024-25 Estimates	\$ Change
<b>School Renewal</b>			
School Renewal	1,127,385	1,176,876	49,491
School Condition Improvement	4,582,019	2,529,450	(2,052,569)
Proceeds of Disposition	-	-	0
<b>Total School Renewal</b>	<b>5,709,404</b>	<b>3,706,326</b>	<b>(2,003,078)</b>
<b>Temporary Accommodation</b>			
Temporary Accommodation	386,541	53,810	(332,731)
<b>Total Temporary Accommodation</b>	<b>386,541</b>	<b>53,810</b>	<b>(332,731)</b>
<b>New Pupil Places</b>			
Pope Francis Catholic Elementary School	7,982,263	9,048,466	1,066,203
St. Padre Pio Catholic Secondary School	10,431,500	18,132,293	7,700,793
<b>Total New Pupil Places</b>	<b>18,413,763</b>	<b>27,180,759</b>	<b>8,766,996</b>
Movable-Type Assets	180,000	725,000	545,000
<b>Total Capital Budget</b>	<b>24,689,708</b>	<b>31,665,895</b>	<b>6,976,187</b>

**RECOMMENDATION:**

THAT the Budget Committee recommends that the Brant Haldimand Norfolk Catholic District School Board approves the 2024-25 Other Operations Budget, in the amount of \$37,340,560.

THAT the Budget Committee recommends that the Brant Haldimand Norfolk Catholic District School Board approves the 2024-25 Capital Budget, in the amount of \$31,665,895.



Summary of Estimates

	2023/24	2024/25	Change from 23/24	
	Revised Estimates	Estimates	\$	%
<b>Revenue</b>				
Core Education Funding	153,819,532	160,278,915	6,459,383	4.2%
Responsive Education Programs (REP)	2,171,860	1,431,200	(740,660)	-34.1%
Other Revenue	11,357,026	14,380,061	3,023,035	26.6%
School Generated Funds	4,000,000	4,000,000	-	0.0%
<b>Total Revenue</b>	<b>171,348,417</b>	<b>180,090,176</b>	<b>8,741,759</b>	<b>5.1%</b>
<b>Expenses</b>				
Classroom Instruction and Learning	130,163,298	137,706,957	7,543,659	5.8%
School Operations/Maintenance	23,249,290	23,930,521	681,231	2.9%
Student Transportation	8,260,249	8,849,406	589,157	7.1%
Board Administration	6,273,847	6,663,448	389,601	6.2%
Labour Provision & Other	3,956,740	3,513,341	(443,399)	-11.2%
<b>Total Expenses</b>	<b>171,903,424</b>	<b>180,663,673</b>	<b>8,760,249</b>	<b>5.1%</b>
Adjustment for Compliance	(555,007)	(573,497)	(18,490)	3.3%
<b>Surplus/(Deficit) before Accum Surplus</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0.0%</b>
<b>Surplus/(Deficit) for Compliance, end of year</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

Changes in Revenue: 2023/24 Revised Estimates vs. 2024/25 Estimates

**Core Education:** Ministry of Education provided increases for labour enhancements, updates to transportation benchmarks, updates to census data, increases for Special Education, and 2% benchmark increase for non-staffing operations and maintenance expenses.

**Responsive Education Programs:** Decrease in de-streaming funding; professional assessments moved to Core Education Funding.

**Other Revenue:** Increase due to inclusion of Bill 124 revenue as calculated by the Ministry of Education; offset by decreases in estimates for Jordan's Principle approvals.

Changes in Expenses: 2023/24 Revised Estimates vs. 2024/25 Estimates

**Classroom Instruction:** Increase due to additional staff for increased enrolment, increases in salary and benefits due to retroactive wages increases.

**School Operations/Maintenance:** Increase due to additional staff to support clean/safe schools, inflationary pressures on consumables/contracts, increases in salary and benefits due to retroactive wage increases.

**Student Transportation:** Increase as a result of contractual obligations.

**Board Administration:** Increases in salary and benefits due to retroactive wage increases.

**Labour Provision & Other:** Different labour groups included in the provision each year based on direction from the Ministry of Education.

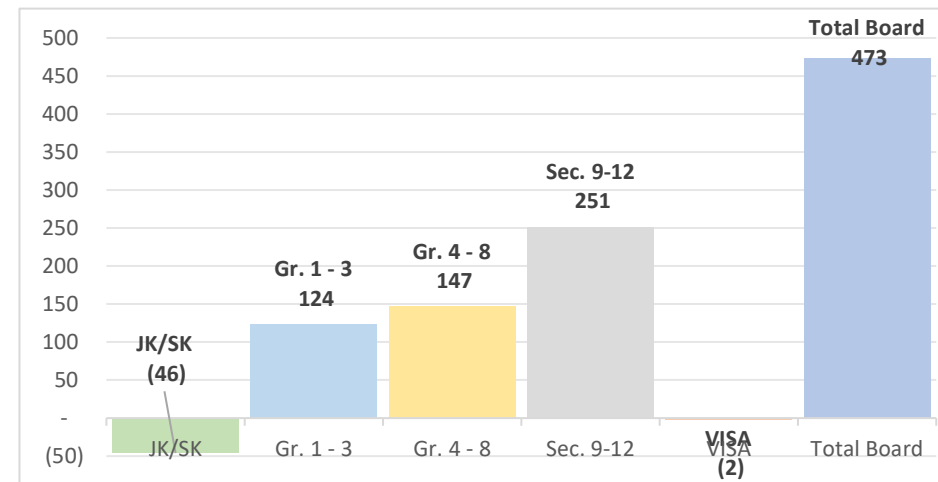
**Adjustment for Compliance:** Adjustments by the Ministry of Education.

Summary of Enrolment

ADE	2023/24	2024/25	Change from 23/24	
	Revised Estimates	Estimates	#	%
<b>Elementary</b>				
JK/SK	1,517	1,471	(46)	-3.0%
Gr. 1 - 3	2,499	2,622	124	4.9%
Gr. 4 - 8	4,051	4,197	147	3.6%
VISA Students	2	-	(2)	0.0%
<b>Total Elementary</b>	<b>8,068</b>	<b>8,290</b>	<b>222</b>	<b>2.8%</b>
<b>Secondary</b>				
Pupils of the Board	3,968	4,219	251	6.3%
VISA Students	10	10	-	0.0%
<b>Total Secondary</b>	<b>3,978</b>	<b>4,229</b>	<b>251</b>	<b>6.3%</b>
<b>Total</b>	<b>12,046</b>	<b>12,519</b>	<b>473</b>	<b>3.9%</b>

Note: ADE is comprised of projected enrolment at October 31, 2024 and March 31, 2025.

Note: VISA students pay tuition and their enrolment does not affect Core Education Funding

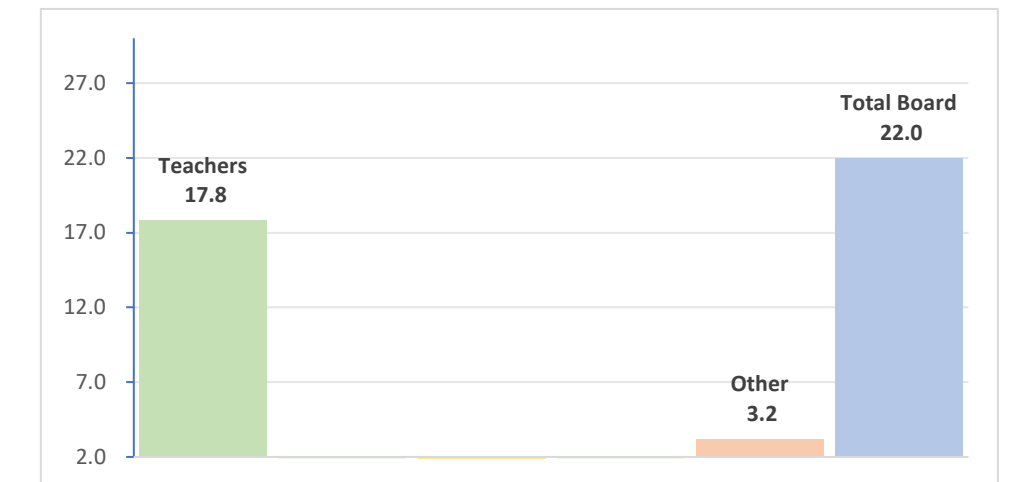


Changes in Enrolment: 2023/24 Revised Estimates vs. 2024/25 Estimates

**Elementary and Secondary ADE:** The Board continues to see modest growth in enrolment primarily due to significant increase in families moving into the Board's jurisdiction and continued development in many municipalities.

Summary of Staffing

FTE	2023/24	2024/25	Change from 23/24	
	Revised Estimates	Estimates	#	%
<b>Classroom</b>				
Teachers	753.2	771.0	17.8	2.4%
CYW's	10.0	10.0	-	0.0%
EAs	182.0	182.0	-	0.0%
ECEs	51.0	52.0	1.0	2.0%
<b>Total Classroom</b>	<b>996.2</b>	<b>1,015.0</b>	<b>18.8</b>	<b>1.9%</b>
<b>Other Support Staff</b>				
School Administration	97.6	98.6	1.0	1.0%
Central Support Staff	57.6	57.6	-	0.0%
Facility Services	99.0	100.2	1.2	1.2%
Consultants/Coordinators	21.0	22.0	1.0	4.8%
Other Support Staff	36.7	36.7	-	0.0%
<b>Total Other Support Staff</b>	<b>311.9</b>	<b>315.1</b>	<b>3.2</b>	<b>1.0%</b>
<b>Total Staffing</b>	<b>1,308.0</b>	<b>1,330.1</b>	<b>22.0</b>	<b>1.7%</b>



Changes in Staffing: 2023/24 Revised Estimates vs. 2024/25 Estimates

**Teachers:** Increase due to overall student enrolment growth and an increase in elementary Special Education resource teachers

**ECE:** Will only increase if enrolment increases throughout the year

**School Administration:** Additional Secondary Principal for new secondary school and leadership development

**Facility Services:** Increase due to additional staff to support clean and safe schools.

**Consultants/Coordinators:** Changed one system teacher to a consultant to continue to focus on new teacher professional development

**Brant Haldimand Norfolk Catholic District School Board**  
**2024-2025 Estimates**  
**Comparative Revenue Summary**

	2022-23 Actual	2023-24 Revised Estimates	2024-25 Estimates	In-Year Change		Variance Note
				\$	%	
<b>Core Education Funding</b>						
CSF (Classroom Staffing Fund)	76,231,771	79,845,557	80,905,079	1,059,522	1.3%	
LRF (Learning Resource Fund)	23,230,729	22,884,055	25,986,442	3,102,387	13.6%	
SEF (Special Education Fund)	19,810,922	21,138,703	22,740,181	1,601,478	7.6%	
SFF (School Facilities Fund)	12,802,880	13,524,200	14,534,753	1,010,553	7.5%	
STF (Student Transportation Fund)	6,828,231	8,944,858	9,217,360	272,502	3.0%	
SBAF (School Board Administration Fund)	4,571,932	4,758,747	4,911,425	152,678	3.2%	
Deferred Revenues	51,354	350,485	(431,739)	(782,224)	-223.2%	
<b>Total Core Education Funding</b>	<b>143,527,818</b>	<b>151,446,606</b>	<b>157,863,501</b>	<b>6,416,895</b>	<b>4.2%</b>	<b>a</b>
<b>Grants for Capital Purposes</b>						
School Renewal	719,862	846,093	846,093	-	0.0%	
Temporary Accommodation	-	-	-	-	0.0%	
Short-term Interest	11,241	76,000	143,500	67,500	88.8%	
Debt Funding for Capital	1,612,795	1,450,833	1,425,821	(25,012)	-1.7%	
<b>Total Grants for Capital Purposes</b>	<b>2,343,898</b>	<b>2,372,926</b>	<b>2,415,414</b>	<b>42,488</b>	<b>1.8%</b>	<b>b</b>
<b>REP-Responsive Education Programs</b>	<b>1,675,103</b>	<b>2,171,860</b>	<b>1,431,200</b>	<b>(740,660)</b>	<b>-34.1%</b>	<b>c</b>
<b>Other Revenue</b>						
Other non-Core Education Grants	1,211,940	1,275,296	216,001	(1,059,295)	-83.1%	d
Bill 124 Projected Revenue		-	4,656,187	4,656,187	100.0%	e
Tuition Fees	974,600	1,219,753	898,990	(320,763)	-26.3%	f
Rentals	383,922	289,664	356,440	66,776	23.1%	
Interest	724,307	600,000	300,000	(300,000)	-50.0%	g
Other Revenue	1,330,488	920,936	946,811	25,875	2.8%	
Strike Savings	-	-	-	-	0.0%	
Stabilization Funding	-	-	-	-	0.0%	
Amortization of DCC	5,365,489	7,051,377	7,005,632	(45,745)	-0.6%	
<b>Total Other Revenue</b>	<b>9,990,746</b>	<b>11,357,026</b>	<b>14,380,061</b>	<b>3,023,035</b>	<b>26.6%</b>	
<b>School Generated Funds</b>	<b>4,094,621</b>	<b>4,000,000</b>	<b>4,000,000</b>	<b>-</b>	<b>0.0%</b>	
<b>Total Grants and Revenue</b>	<b>161,632,186</b>	<b>171,348,417</b>	<b>180,090,176</b>	<b>8,741,759</b>	<b>5.1%</b>	

**Explanations of Variances from Revised Estimates**

- a Increase in funding due to increased enrolment.  
Ministry of Education provided increases for labour enhancements, updates to transportation funding benchmarks, updates to census data, increases for Special Education, and 2% benchmark increase for non-staffing operations and maintenance allocation.
- b Opportunity to claim more short-term interest revenue from the Ministry of Education due to outlay of cash for the capital builds.
- c Reduction in Responsive Education Programs (previously known as Priorities and Partnership Funds).
- d Jordan's Principle approvals not included in current budget.
- e This is the projected Bill 124 revenue as calculated by the Ministry of Education.
- f Conservative estimate of international and Government of Canada pupils.
- g Less opportunity to earn operating interest revenue due to reduction in overall cash flow for capital builds.

**Brant Haldimand Norfolk Catholic District School Board**  
**2024/2025 Estimates**  
**Comparative Expense Summary**

	2022-23 Actual	2023-24 Rev Estimates	2024-25 Estimates	In-Year Change		Variance Note
				\$	%	
<b><u>Classroom Instruction &amp; Learning</u></b>						
Teachers	75,508,150	78,857,913	83,757,795	4,899,882	6.2%	a
Supply Teachers	4,726,208	4,239,807	5,232,012	992,205	23.4%	b
Educational Assistants	10,699,134	11,095,031	12,156,958	1,061,927	9.6%	c
Early Childcare Educators	2,793,988	2,750,204	3,297,396	547,192	19.9%	c
Classroom Computers	1,591,782	2,207,377	2,261,996	54,619	2.5%	
Textbooks & Supplies	3,932,312	5,328,787	4,053,197	(1,275,590)	-23.9%	d
Professionals and Paraprofessionals	4,737,295	4,892,330	5,614,136	721,806	14.8%	c
Library and Guidance	2,139,133	2,204,959	2,456,221	251,262	11.4%	c
Staff Development	474,860	985,528	554,329	(431,199)	-43.8%	d
Department Heads	263,700	264,540	264,000	(540)	-0.2%	
School Generated Funds	4,103,193	4,000,000	4,000,000	-	0.0%	
<b>Total Classroom Instruction &amp; Learning</b>	<b>110,969,755</b>	<b>116,826,476</b>	<b>123,648,040</b>	<b>6,821,564</b>	<b>5.8%</b>	
<b><u>School Management</u></b>						
Principals & Vice Principals	6,312,010	6,328,490	6,525,427	196,937	3.1%	
School Office	3,552,230	3,339,548	3,746,251	406,703	12.2%	c
Co-ordinators and Consultants	2,037,772	3,089,425	3,193,753	104,328	3.4%	
Continuing Education	590,806	579,359	593,486	14,127	2.4%	
<b>Total School Management</b>	<b>12,492,818</b>	<b>13,336,822</b>	<b>14,058,917</b>	<b>722,095</b>	<b>5.4%</b>	
<b><u>Student Transportation</u></b>	<b>7,308,366</b>	<b>8,260,249</b>	<b>8,849,406</b>	<b>589,157</b>	<b>7.1%</b>	
<b><u>Board Governance &amp; Administration</u></b>						
Trustees	105,978	112,274	112,288	14	0.0%	
Director and Supervisory Officers	1,041,492	1,339,835	1,435,028	95,193	7.1%	
Board Administration	4,369,512	4,821,738	5,116,132	294,394	6.1%	
<b>Total Board Governance &amp; Administration</b>	<b>5,516,982</b>	<b>6,273,847</b>	<b>6,663,448</b>	<b>389,601</b>	<b>6.2%</b>	
<b><u>School Operations &amp; Maintenance</u></b>						
School Operations and Maintenance	12,852,827	12,925,074	13,993,260	1,068,186	8.3%	e
School Renewal	719,862	846,093	846,093	-	0.0%	
Personal Protective Equipment	-	-	-	-	0.0%	
Interest on Capital Debt	1,588,667	1,416,445	1,236,924	(179,521)	-12.7%	f
Amortization	7,414,208	8,061,678	7,854,244	(207,434)	-2.6%	
<b>Total School Operations &amp; Maintenance</b>	<b>22,575,564</b>	<b>23,249,290</b>	<b>23,930,521</b>	<b>681,231</b>	<b>2.9%</b>	
<b><u>Labour Provision</u></b>	<b>2,748,734</b>	<b>3,810,345</b>	<b>3,366,946</b>	<b>(443,399)</b>	<b>-11.6%</b>	<b>g</b>
<b><u>Other</u></b>	<b>-</b>	<b>146,395</b>	<b>146,395</b>	<b>-</b>	<b>0.0%</b>	
<b>Total Expenditures</b>	<b>161,612,219</b>	<b>171,903,424</b>	<b>180,663,673</b>	<b>8,760,249</b>	<b>5.1%</b>	

**Explanations of Variances from Revised Estimates**

- a Increase in full-time equivalent (FTE) due to enrolment increase, increase in salaries and benefits due to retroactive wage increases.
- b Increase in daily supply rate due to retroactive wage increases, increase in sick time due to increase in FTE.
- c Increase in salaries and benefits due to retroactive wage increases.
- d Projected estimates for 24-25 comparable to previous actual spend.
- e Increase in custodians due to enrolment pressure, increase in salaries and benefits due to retroactive wage increases, increased commodity costs
- f Decrease due to lower interest payments relating to long term debt.
- g Different labour groups included in the provision each year based on direction from the Ministry of Education.



# Brant Haldimand Norfolk

2024-25

# Operating and Capital Budget

for all





# Agenda



- Provincial Update
- Core Education Funding (Core Ed)
- Provincial Funding Changes
- 2024-25 Average Daily Enrolment
- Operating Revenue
- Operating Expenses
- Department Updates
- Capital Budget
- Accumulated Surplus
- Proposed Board Motions

forall

# Provincial Update



The Ministry of Education introduced a new “back to basics” focus for the 2024-25 school year.

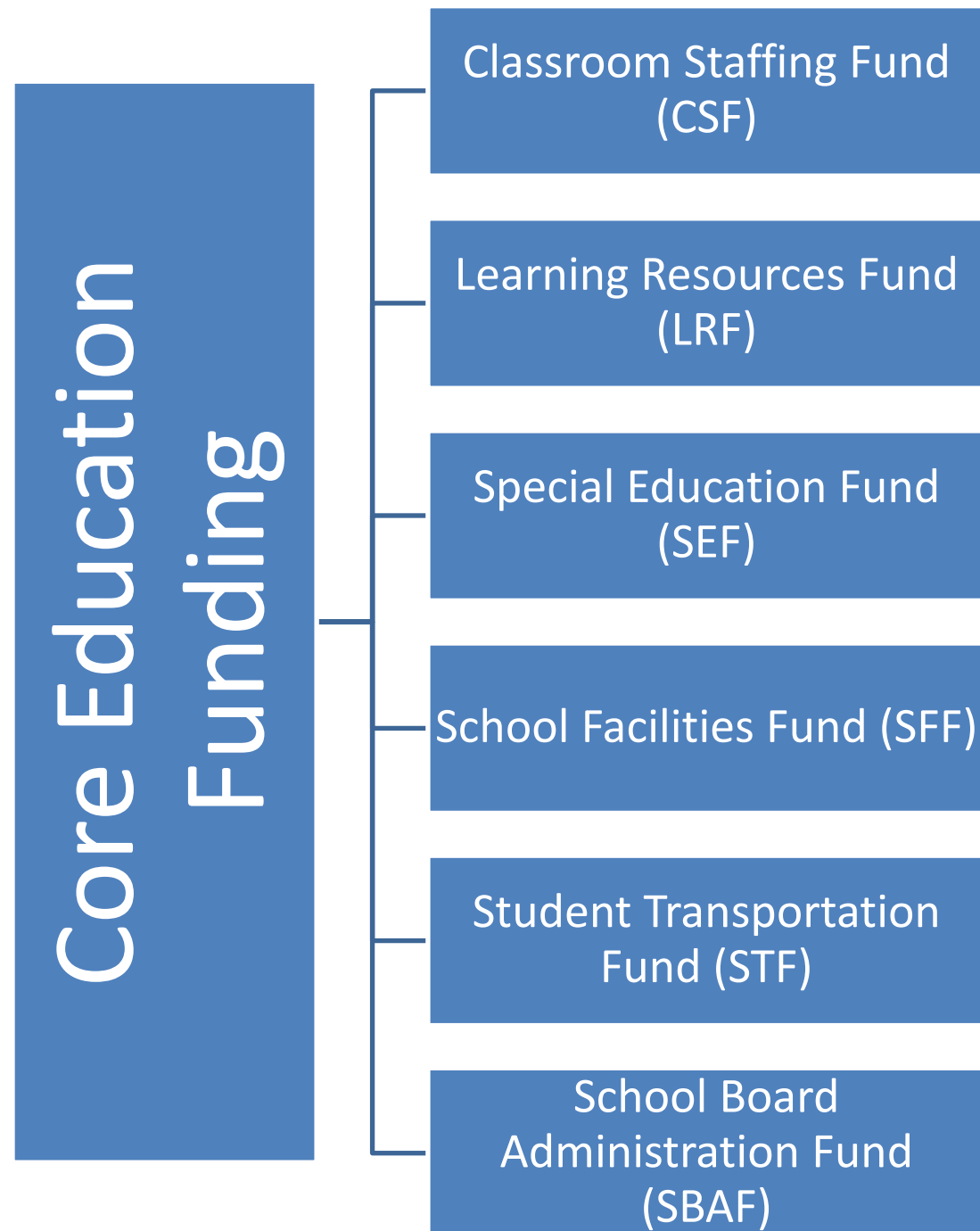
This included introducing Core Education Funding (Core Ed) which is a restructured version of the former Grants for Student Needs (GSN).

This is the first time the funding formula model has been reviewed in 25 years.

Core Ed is projected to be \$28.6 billion, an increase of \$745 million or 2.7% compared to 2023-24.

There is a further \$402.9 million for Responsive Education Programs (REP) and Funding for External Partners (FEP) formerly known as Priorities and Partnership Funding (PPF).

# Core Education Funding (Core Ed)



- Simplifies the number of grants from 18 in the previous GSN to 6 funds
- Removes funding elements that are not permanent and ongoing
- Revised enveloping structure to provide clarity of how funding is to be used
- Expands accountability

# Provincial Funding Changes



## New Investments

- Special Incidence Portion (SIP) increases
- Specialized Equipment Allocation (SEA) increases

## Ongoing Enhancements

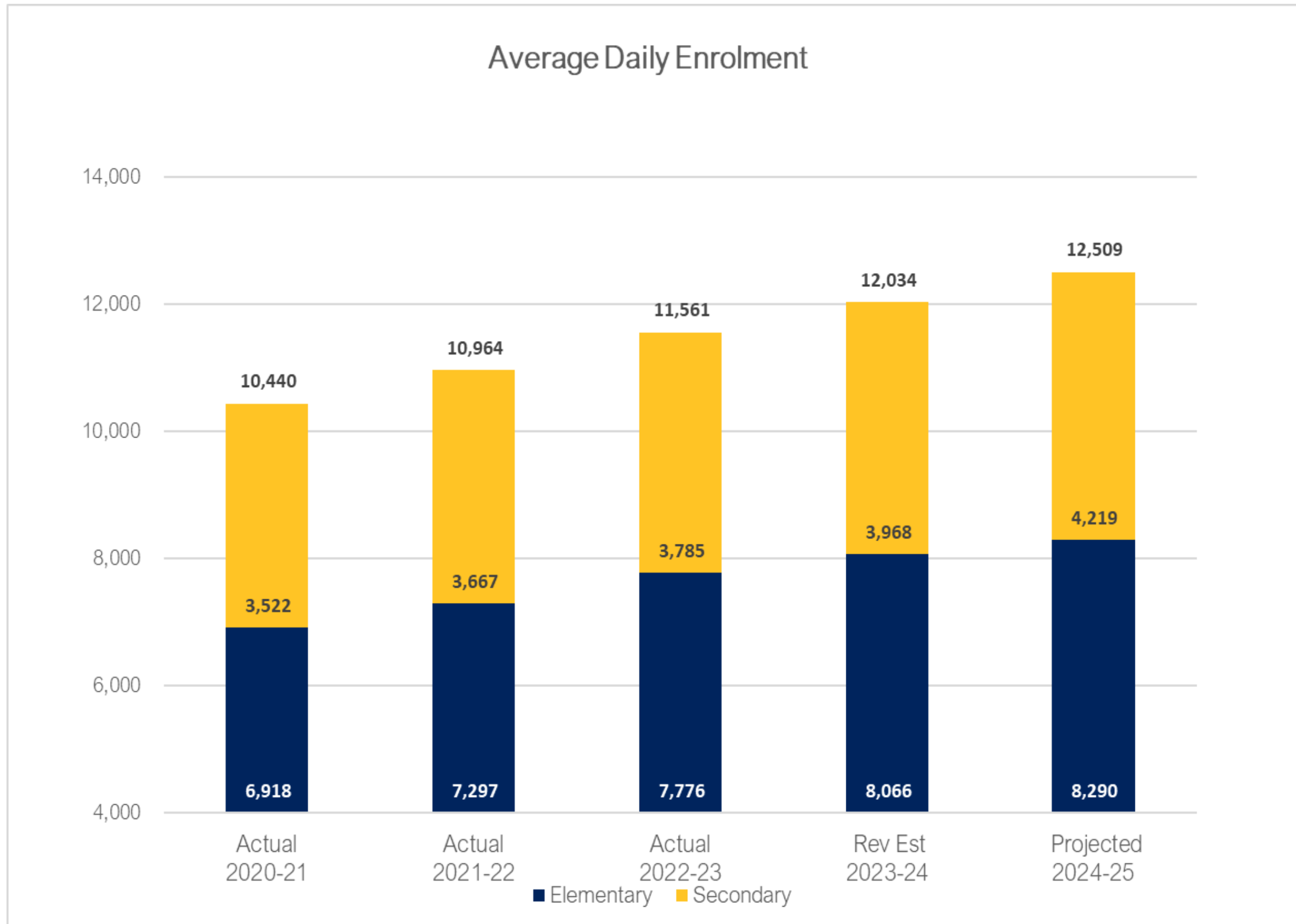
- Labour Enhancements
- Five-year phase-in of 2021 census data
- Updates to Transportation funding benchmarks
- Commodity prices
- Support for Students will continue

## Discontinued

- Transfer of professional assessments into Core Education funding
- Safe and Clean Schools Supplement being sunset



# Average Daily Enrolment



- Overall enrolment increased by 3.95% from 2023-24 Revised Estimates
- Since 2020-21, enrolment increased by 19.83%

# Operating Revenue



REVENUE CATEGORY	2020/21 Actual	2021/22 Actual	2022-23 Actual	2023-24 Revised Estimates	2024-25 Estimates	Change From 23-24 Revised Estimates
CORE EDUCATION FUNDING	129,679,199	137,830,716	145,871,716	153,819,532	160,278,915	6,459,383
RESPONSIVE EDUCATION PROGRAMS (REPs)	4,083,512	4,459,433	1,675,103	2,171,860	1,431,200	(740,660)
OTHER REVENUE	12,002,563	10,218,644	9,990,746	11,357,026	14,380,061	3,023,035
SCHOOL GENERATED FUNDS	1,227,446	2,688,193	4,094,621	4,000,000	4,000,000	-
<b>TOTAL GRANTS AND REVENUE</b>	<b>146,992,720</b>	<b>155,196,986</b>	<b>161,632,186</b>	<b>171,348,417</b>	<b>180,090,176</b>	<b>8,741,759</b>

The increase in Core Education funding can be attributed to:

- An increase in average daily enrolment in elementary and secondary
- Enhancements to the salary and benefit benchmarks
- Revisions to the student transportation formula
- Update to census data which impacted several funding categories
- Increases for Special Incidence Portion (SIP) and Specialized Equipment Allocation (SEA)
- Offset by the sunseting of COVID-19 relating funding: Safe and Clean Schools Supplement

The increase in Other Revenue is attributed to:

- Bill 124 projected revenue as calculated by the Ministry of Education
- Offset by Jordan's Principle approvals not included in 2024-25 budget

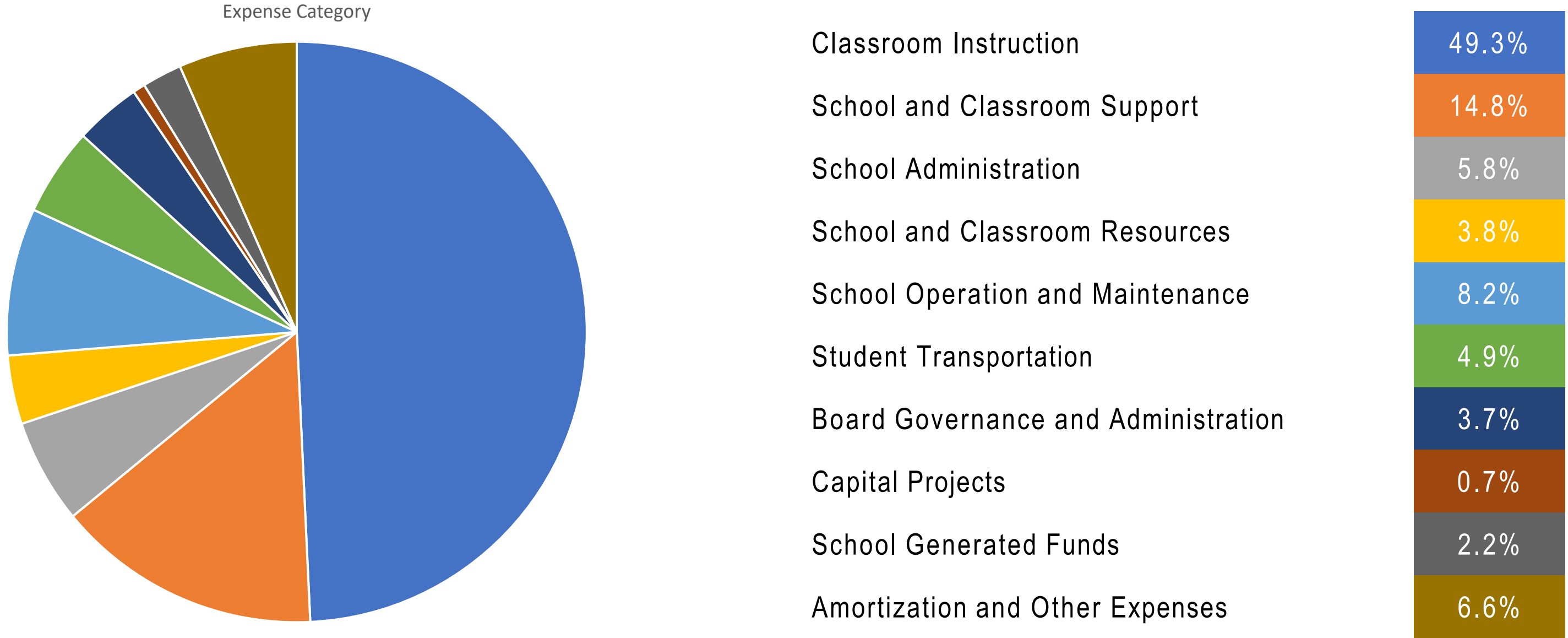
The decrease in REPs is attributed to:

- Elimination of de-streaming and transition to high school funding
- Moving professional assessments to Core Education

# Operating Expenses



## How Operating/Capital Funding Dollars are Spent



# Operating Expenses



	2021-22 Actual	2022-23 Actual	2023-24 Rev Estimates	2024-25 Estimates	Change From 23-24 Revised Estimates
<b>PLANNING AREA</b>					
Classroom Instruction & Learning	115,937,414	123,462,573	130,163,298	137,706,957	7,543,659
School Operations & Maintenance	22,810,363	25,324,298	27,206,030	27,443,862	237,832
Student Transportation	6,988,484	7,308,366	8,260,249	8,849,406	589,157
Board Administration	5,257,008	5,516,982	6,273,847	6,663,448	389,601
<b>TOTAL EXPENSES</b>	<b>150,993,269</b>	<b>161,612,219</b>	<b>171,903,424</b>	<b>180,663,673</b>	<b>8,760,249</b>

The increase in operating expenses can be attributed to:

- Additional staff for increased enrolment, student support, and supporting strategic priorities.
- Enhanced salary and benefits due to retroactive wage increases and increase in benchmarks.
- Anticipated supply and casual coverage.
- Technology investments and staff device replacement program.
- Inflationary pressures
- Increased demand for student transportation for eligible riders and contractual obligations
- Increases were offset by reduction in staff development and a review of actual spending in prior years.



# Student Achievement



## Elementary and Secondary Programming and Faith Formation *Lorrie Temple, Superintendent of Education*

- Launch of board Spiritual Theme: Pilgrims of Hope; adult faith formation; Faith Day
- Continued implementation of:
  - MAAP (Math Achievement Action Plan)
  - SAP (Student Achievement Plan)
  - De-streaming across all grade 9 courses
  - New curriculum in secondary (Business, Geography, Civics and Careers)
- Implementation support for the Early Reading Screener in K-2
- Support growth in our Extended French programs and new FI classrooms
- Facilitate New Teacher Induction Program through SAT
- Continuing partnership with Lynwood Arts Centre
- STEM and coding expectation support
- Experiential learning & outdoor education
- Review of technical education facilities and plan for renewal
- Community partnerships and skilled trade workshop opportunities





# Special Education



## Special Education

**Phil Wilson, Superintendent of Education**

- Increased School SERT staff allocation to support significant increase in students receiving special education programs and services (from 38.98 to 44.6 FTE)
- Empower Reading Program implemented at 26 out of 28 elementary schools.
- Speech and Language screener assessments offered to 300 incoming and current students during the summer of 2024.
- Continuation of classroom and school support services from Bartimaeus Inc., to provide specialized behavioural support services to schools.
- Additional tiered interventions and support for students (Empower Reading Program, Story Champs, Lexia, Key Math, Assessment of Basic Language & Learning Skills and Assessment of Functional Living Skills)
- Opening and ongoing support of Spectrum Abilities Program and Primary Learning Strategies Class.
- Improve the Special Education technology footprint.
- Focus on professional development of Special Education staff around differentiated instruction, Universal Design and effective use of accommodations.
- Building capacity around modifications across all curriculum areas.
- Professional learning for Educational Assistants in a variety of areas such as self-regulation, NVCI, First Aid, Life Skills Programming, Equity and Well-Being and Assistive Technology

	2023-24 Revised Estimates	2024-25 Estimates	Change from 23-24 Revised Estimates	% Chg
<b>Revenues</b>				
Special Education Per Pupil Amount	9,935,569	10,497,338	561,769	5.7%
Differentiated Special Education Needs	8,718,521	9,149,017	430,496	4.9%
Specialized Equipment Amount	614,881	1,036,205	421,324	68.5%
Complex Supports - Special Incident Portion	119,995	123,948	3,953	3.3%
Complex Supports - Behaviour Expertise Amount	370,461	383,651	13,190	3.6%
Priority & Partnership Funding/Responsive Education Program	349,400	312,700	(36,700)	-10.5%
Indigenous Education	246,988	493,976	246,988	100.0%
Benefit Trust Government Contribution	295,352	301,259	5,907	2.0%
Student Support Funding	865,379	876,196	10,817	1.3%
Safe and Clean School Supplement	199,765	-	(199,765)	-100.0%
<b>TOTAL SPECIAL EDUCATION FUNDING</b>	<b>\$ 21,716,311</b>	<b>\$ 23,174,290</b>	<b>1,457,979</b>	<b>6.7%</b>
<b>Expenses</b>				
Special Education Teachers	6,652,245	7,587,640	935,395	14.1%
Supply Staff	759,704	818,960	59,256	7.8%
Educational Assistants	11,620,091	11,935,902	315,811	2.7%
Computer and Technology	374,000	235,471	(138,529)	-37.0%
Textbooks and Supplies	705,310	627,136	(78,174)	-11.1%
Professional, Paraprofessional, and Technicians	1,850,021	2,041,231	191,210	10.3%
Staff Development	198,783	86,250	(112,533)	-56.6%
Coordinators and Consultants	1,063,639	1,124,627	60,988	5.7%
<b>TOTAL SPECIAL EDUCATION EXPENSES</b>	<b>\$ 23,223,793</b>	<b>\$ 24,457,217</b>	<b>1,233,424</b>	<b>5.3%</b>
<b>SPECIAL EDUCATION SURPLUS/(DEFICIT)</b>	<b>\$ (1,507,482)</b>	<b>\$ (1,282,927)</b>		

\* Excluding Education and Community Partnership Program (ECP)

\*\* Special Education is also funded from other general areas of Core Education funding

# Student Support Services



## Student Support Services, Well-Being, and Mental Health *John Della Fortuna, Superintendent of Education*

- Provide Mental Health Professionals in schools
- Support the implementation of Social Emotional Learning in schools
- Provide resources to support the Board's Mental Health and Addictions Strategy and Action Plan in accordance with the Ministry's vision and PPM 169
- Provide greater student attendance and engagement support
- Additions Strategy and Action Plan
- Professional development and training in Self-Regulation, Trauma Informed Practices and Restorative Practices
- Support the Violence Threat Risk Assessment Protocol
- Resources to support the District Safe and Accepting Schools Plan, Bullying Prevention initiatives and the Anti-Human Sex Trafficking Plan



**STUDENT**  
SUPPORT SERVICES  
@BHNWellness

# Information Technology Services



## Information Technology Services

*John Della Fortuna, Superintendent of Education*

Information Technology Services is responsible for a wide range of tasks to ensure the smooth operation of the Board's technology infrastructure. Here are some of the key responsibilities:

- **Application Development and Management:** Overseeing critical applications such as PowerSchool and M365 and communication systems such as BHNHUB and School Messenger. Creation and maintenance of school and Board websites.
- **Cybersecurity:** Implementing security measures like SIEM, SASE, PAM along with other platforms to protect against cyber threats and providing cybersecurity training for employees.
- **Data Storage and Backups:** Managing data storage solutions, such as cloud storage, and ensuring regular and secure backups to prevent data loss.
- **Infrastructure Management:** Ensuring the overall functionality and maintenance of the organization's IT infrastructure.
- **Maintaining Hardware and Software:** This includes configuring, updating, and troubleshooting software applications, employee and student devices, servers, and databases.
- **Process Improvement:** Continuously looking for ways to improve processes and enhance efficiency and productivity using Laserfiche.
- **Technical Support:** Providing technical support to all BHNCDSB employees and students.
- **Telephony:** Installation, maintenance and support of school and office telephone systems.
- **Reporting:** Ensuring the integrity of data and assisting schools in preparing data for OnSis and other Ministry reporting requirements.





# School Construction, Operations and Maintenance



## Facility and Construction Services

*Cheryl Dalrymple, Superintendent of Business*

### Construction

- Construction of Pope Francis Catholic Elementary School in Caledonia - opening September 2025
- Construction of St. Padre Pio Catholic Secondary School in Brantford - opening September 2026
- Continued investment in portables



### Operations and Maintenance

- Critical investments in replacing worn out and inefficient tools and resources for custodial team. This is a multi-year initiative.
- Continued focus on ventilation and AODA enhancements and health and safety of our buildings.
- Commodities (i.e., gas, water, hydro) have increased, carbon tax.
- BHN Cares and other environmental sustainability initiatives



# Safe and Accepting Schools



## Safe and Accepting Schools

*Kevin Greco, Superintendent of Education*

- Resources to support annual School Bullying Prevention Plans and Safe and Accepting Schools Plans
- Resources to support safety and discipline in schools
- Implementation related to the revised Provincial Code of Conduct
- Review and update long-term suspension and expulsion programming
- Professional learning for staff in Self Regulation, Violence Threat Risk Assessment, student discipline investigations
- Professional learning for school leaders in the area of workplace violence and notification of potential risk of injury



## Leading Safe and Accepting Schools

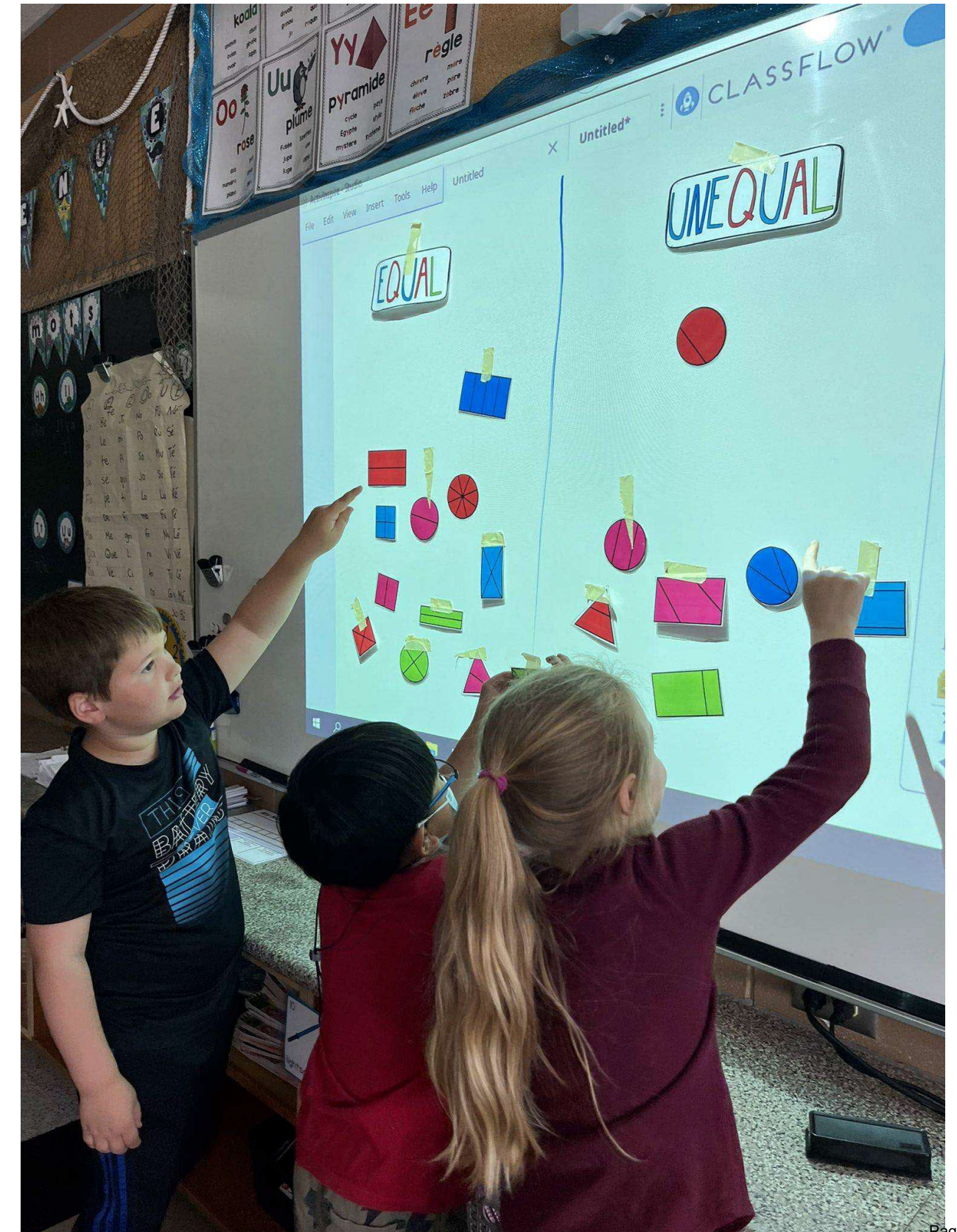


# Board Administration & Governance



**Director's Office, Human Resource Services, Business Services**  
**Michael McDonald, Director of Education**  
**Kevin Greco, Superintendent of Education**  
**Cheryl Dalrymple, Superintendent of Business**

- Staff leadership development and training and mentorship opportunities for managers and new staff
- Leadership and support for school management and capital projects
- Overall review of administrative process, procedures, and identified efficiencies
- Review of legacy administrative systems to identify efficiency or alternative solutions
- Enhancing staff wellbeing safety and wellness and the current EAP program
- Employee orientation, training, mentorship and support programs
- Comprehensive employee recruitment and retention strategy
- Pay Equity and Job Evaluation compliance
- Creation and implementation of provincially mandated Employee Attendance Support Program





# Capital Budget



	2023-24 Revised Estimates	2024-25 Estimates	Change from 23-24 Revised Estimates
<b>School Renewal</b>			
School Renewal	1,127,385	1,176,876	49,491
School Condition Improvement	4,582,019	2,529,450	(2,052,569)
Proceeds of Disposition	-	-	0
<b>Total School Renewal</b>	<b>5,709,404</b>	<b>3,706,326</b>	<b>(2,003,078)</b>
<b>Temporary Accommodation</b>			
Temporary Accommodation	386,541	53,810	(332,731)
<b>Total Temporary Accommodation</b>	<b>386,541</b>	<b>53,810</b>	<b>(332,731)</b>
<b>New Pupil Places</b>			
Pope Francis Catholic Elementary School	7,982,263	9,048,466	1,066,203
St. Padre Pio Catholic Secondary School	10,431,500	18,132,293	7,700,793
<b>Total New Pupil Places</b>	<b>18,413,763</b>	<b>27,180,759</b>	<b>8,766,996</b>
Movable-Type Assets	180,000	725,000	545,000
<b>Total Capital Budget</b>	<b>24,689,708</b>	<b>31,665,895</b>	<b>6,976,187</b>



# Accumulated Surplus



Accumulated Surplus				
	Estimated Balance August 31, 2024	In-Year Surplus/(Deficit)	Projected Balance August 31, 2025	
<b>AVAILABLE FOR COMPLIANCE</b>				
<b>OPERATING ACCUMULATED SURPLUS</b>	<b>6,004,302</b>	<b>249,740</b>	<b>6,254,042</b>	
<b>SPECIFIC PURPOSE RESERVES (INTERNALLY APPROPRIATED)</b>				
Workplace Safety & Insurance Board (WSIB)	372,088	-	372,088	Future WSIB claims
Administrative Capital	24,738	-	24,738	Administrative capital needs
Insurance Fund	212,281	-	212,281	Future deductibles
COVID-19 Pandemic	3,524,535	-	3,524,535	Savings for pandemic expenses
Assumption Sports Field	1,800,000	-	1,800,000	Sports field revitalization
Completed Capital Projects	10,526,970	(249,740)	10,277,230	Portables - amortization expense
<b>TOTAL SPECIFIC PURPOSE RESERVES</b>	<b>16,460,612</b>	<b>(249,740)</b>	<b>16,210,872</b>	
<b>TOTAL ACCUMULATED SURPLUS / (DEFICIT) AVAILABLE FOR COMPLIANCE</b>	<b>22,464,914</b>	<b>-</b>	<b>22,464,914</b>	

# Proposed Board Motions



1. THAT the Budget Committee recommends that the Brant Haldimand Norfolk Catholic District School Board approves the 2024-25 Other Operating Budget, in the amount of \$37,340,560.
2. THAT the Budget Committee recommends that the Brant Haldimand Norfolk Catholic District School Board approves the 2024-25 Capital Budget, in the amount of \$31,665,895.



Excellence in Learning ~ Living in Christ



BRANT HALDIMAND NORFOLK  
Catholic District School Board

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