



BRANT HALDIMAND NORFOLK
Catholic District School Board

Agenda

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

Budget Committee
Wednesday, June 11, 2025 - 3:30 p.m.
Boardroom / Microsoft Teams Meeting

Trustees:

Dennis Blake (Chair), Carol Luciani, Mark Watson

Senior Administration:

Mike McDonald (Director of Education & Secretary)
Rajini Nelson (Superintendent of Business & Treasurer),
Ginny Toth (Manager of Financial Services),
John Della Fortuna, Kevin Grecco, Michael Lawlor, Phil Wilson (Superintendents of Education)

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 July 26, 2024 Pages 2-5
- 1.6 Business Arising from the Minutes

2. Staff Reports & Information Items

- 2.1 2025-26 Operating Budget Process Pages 6-15
Presenter: Rajini Nelson, Superintendent of Business & Treasurer

3. Trustee Inquiries

4. Move to In-Camera Session

5. Report on In-Camera Session

6. Future Meetings

7. Adjournment

Next Meeting: TBD



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

Trustees:

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

Regrets: Dennis Blake

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.

1. Opening Business

1.1 Opening Prayer

The meeting was opened with prayer led by Trustee Luciani.

1.2 Attendance

Attendance was noted as above.

1.3 Approval of the Agenda

Moved by: Carol Luciani

Seconded by: Mark Watson

THAT the Budget Committee approves the Agenda of July 26, 2024.

Carried

1.4 Declaration of Interest: Nil.

1.5 Approval of the Minutes of December 13, 2023

Moved by: Carol Luciani

Seconded by: Mark Watson

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

Carried

1.6 Business Arising from the Minutes: Nil.

2. Staff Reports & Information Items

2.1 2024-25 Operating and Capital Budgets

Director McDonald opened the meeting by thanking the Trustees for their understanding during the transition of staffing in the finance department over the last couple of months. Director McDonald commended the efforts of the senior team and staff for their exceptional work on



completing the budget through a period that included staffing challenges and ministry funding changes. He highlighted the extraordinary work of Cheryl Dalrymple, the new Superintendent of Business Services for her efforts in competing the budget process in a very short timeframe while being new to the role.

Superintendent Dalrymple began the budget report by praising the efforts of the finance team for their exemplary efforts over the last few months in preparation for the budget.

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

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) and School Board Administration Fund (SBAF). This new method simplifies, expands accountability, provides clarity on how funding is to be used, and removes funding elements that are not permanent and ongoing.

The average daily enrollment for the BHNCDSB has increased by 3.95% from 2023-24 revised estimates. Since 2020-21 enrolment has increased by 19.83%. Operating revenue and expenses were discussed. The increase in operating expenses is attributed to the following:

- 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

Superintendent Temple presented the student achievement portion of the budget. Some of the highlights include the new spiritual theme, Pilgrims of Hope, implementation support for the Early reading screener in K-2, Focus on tech-ed capabilities, new curriculum in secondary, de-steaming across all grade 9 courses. Discussion regarding changes to the student achievement team was had.

Superintendent Wilson presented the special education portion of the budget. Some of the highlights included the increase in school SERT staff, the implementation of the empower reading program at 26 out of 28 elementary schools, increased speech and language screener assessments, continuation of classroom and school support services from Bartimaeus Inc. and additional tiered interventions and support for students.



Superintendent Della Fortuna presented the student support services portion of the budget. Some of the highlights include resources to support the Boards Mental Health and Addictions strategy and action plan in accordance with the Ministry's vision and PPM 169. In addition, student support services ongoing focus on student attendance and engagement support, professional development and training in self-regulation, trauma informed practices and restorative practices. Discussion regarding the role of the attendance counsellor and wellness teacher was had.

Superintendent Della Fortuna presented the IT portion of the budget. Some of the highlights include a focus on cyber security, data storage and backups, application development and management, process improvement and technical support.

Superintendent Dalrymple provided an update on the school construction, operations, and maintenance. The two new school builds St. Padre Pio Catholic Secondary School and Pope Francis Catholic Elementary School were highlighted. Operations and maintenance highlights include a continued focus on ventilation and AODA enhancements and health and safety.

The safe and accepting schools' highlights include resources to support safety and discipline in schools, implementation related to the revised Provincial code of conduct, along with a review and update on long-term suspension and expulsion programming.

Superintendent Greco and Director McDonald presented the Board Administration & Governance updates. These include a continued focus on employee wellness and engagement, pay equity and job evaluation compliance, enhancing staff wellbeing, safety and wellness and the current EAP program. Staff leadership and development and training along with mentorship opportunities for managers and new staff that includes Catholic leadership threaded throughout the programs.

The capital budget was discussed including the large construction projects with the addition of two new schools, a decrease in portable funding, and movable assets. The accumulated surplus was discussed including the projects for specific purpose reserves.

A request was made to have the dollar value and % of total budget for each department brought to the budget committee on a go-forward basis

Moved by: Mark Watson

Seconded by: Carol Luciani

THAT the Budget Committee recommends that the Brant Haldimand Norfolk Catholic District School Board approves the 2023-24 Other Operations Budget, in the amount of \$37,340,560.

Moved by: Carol Luciani

Seconded by: Mark Watson

THAT the Budget Committee recommends that the Brant Haldimand Norfolk Catholic District School Board approves the 2023-24 Capital Budget, in the amount of \$ 31,665,895

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:

Trustee(s) Dignard and Chopp declared a conflict of interest in item #2.1 of the in-camera session and left the room. They did not take part in the consideration or discussion of or vote on any question with relation to this item.

Moved by: Carol Luciani

Seconded by: Mark Watson

THAT the Budget Committee recommends that the Brant Haldimand Norfolk Catholic District School Board receives the 2024-25 Salary and Benefit Expenditure Budget in the amount of \$143,323,113.

Carried

Moved by: Mark Watson

Seconded by: Carol Luciani

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

Carried

6. Future Meetings

Chair Petrella noted that the next Budget Committee Meeting will be December 11, 2024.

7. Adjournment

Moved by: Carol Luciani

Seconded by: Mark Watson

THAT the Budget Committee adjourns the meeting of July 26, 2024.

Carried

Next Meeting: December 11, 2024

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

Prepared by: Rajini Nelson, Superintendent of Business & Treasurer
Presented to: Budget Committee
Submitted on: June 11, 2025
Submitted by: Mike McDonald, Director of Education & Secretary

2025-26 BUDGET UPDATE

BACKGROUND INFORMATION:

Annually, the ministry provides the ongoing operating Core Education Funding (Core Ed), Responsive Education Funding (REP) and Building, Expanding and Renewing Schools (Capital Funding) to support the schools to operate in a fair and non-discriminatory manner across the sector.

The school boards are expected to meet the Ministry's deadline for the submission of the budget where staff are currently working on the budget development leading towards the approval process.

The purpose of this report is to provide a progress update of the 2025-26-year budget including updates to the funding provided by the ministry.

DEVELOPMENTS:

The ministry announced the Grants for Student Needs (GSN) funding later than usual. Although the school boards are encouraged to submit on time by June 30, 2025, the extended submission would be July 31, 2025, upon request. Following the draft budget presentation to the budget committee the administration is expecting a special board meeting in July for the approval of the overall budget before submission to ministry.

Ministry of education through the release of GSN, REP and Capital funding on May 23, 2025, highlighted key investments for the 2025-26 school year, and the details can be found in the link below.

- [2025-26 Education Funding](#)
- [Education funding for school boards, 2025–2026 | ontario.ca](#)

In addition, the greater details of the funding formula, the criteria for the calculations and the allocations were made available by the ministry and can be accessed in the link below:

- [Core Education Funding: Technical Guide for School Boards, 2025-26](#)

Overall, the Core Education funding for the province is increasing by 3.3% compared to the current year primarily in the areas for labour related changes, transportation, internal audit and Education and Community partnership program (ECPP).

Refer to **Appendix A** for details on the Core funding and changes to the upcoming year.

Appendix B highlights the summary of confirmed REP funding available for the Board.

Enrolment

Overall, the Board's average daily enrolment (ADE) is now projected to increase by 147 to 12,656 compared to the actual enrolment of 12,509 for 2024-25.

Appendix C provides an overview of historical actual enrolment and preliminary projected enrolment for the 2025-26 school year.

Enrolment for the 2025-26 year is forecasted based on current actual trend as of March 31st, 2025, projected with a conservative growth percentage. The preliminary projected enrolment increases would mean additional revenue projection for the Board and increased expenses to support the students needs.

The Board is currently projecting to have a balanced budget for 2025-26.

Throughout this budget process, the staff will continue to provide further details and any significant changes to the Board.

RECOMMENDATION:

THAT the Budget Committee refers the 2025-26 Estimates Report to the Brant Haldimand Norfolk Catholic District School Board for receipt.

Appendix A – Core Funding details and changes:

Grants	Purpose	Key Changes for 2025-26
Classroom Staffing Fund	<p>Funding to support most of the staff in the classroom for all students and it includes teachers, early childhood educators and some Educational Assistants (primary source of EAs is through Special Education).</p> <p>The funding comprises the following allocations:</p> <ol style="list-style-type: none"> 1. CSF - Per pupil allocation 2. Language classroom staffing allocation 3. Local circumstances staffing allocation 4. Indigenous Education Classroom staffing allocation 5. Supplementary staffing allocation 	<p>An Occasional Teacher top up component that was introduced in 24-25 continues as to 2028-29.</p> <p>This top-up supplements the funding for supply teachers through the CSF – Per Pupil Allocation.</p> <p>The Recent Immigrant Supplement components for English as a Second Language (ESL) is removed for 2025-26.</p> <p>Census and demographic data needs - second year of a five-year phase-in of updates to reflect 2021 Statistics Canada census data as well as related data updates and formula adjustments.</p> <p>Differentiated funding for online learning and the in-person and remote learning credit load benchmarks are being updated to reflect a change to the assumption of the proportion of secondary students taking one online credit during the regular school day, equivalent to 16.0 per cent.</p>
Learning Resources Fund	<p>Provides school boards with funding to support the costs of staffing typically required outside of the classroom to support student needs, such as mental health workers, as well as non-staffing classroom costs, such as learning materials and classroom equipment.</p> <p>The LRF comprises the following allocations:</p> <ol style="list-style-type: none"> 1. LRF – Per Pupil Allocation 2. Language Supports and Local Circumstances Allocation 3. Indigenous Education Supports Allocation 4. Mental Health and Wellness Allocation 5. Student Safety and Well-Being Allocation 	<p>Changes to funding for principals and vice-principals were introduced in-year in 2024–25 related to their 2023–2027 Terms and Conditions of Employment.</p> <p>As part of these changes Investment in System Priorities (ISP) for principal and vice principal component is split out.</p> <p>A new Principal and Vice-Principal Salary Grid and Allowances component is added to the School Management Allocation.</p> <p>The funding formula related to the Indigenous Education Lead through the Indigenous Education Supports Allocation is being updated to better support the intention of the funding.</p>

Grants	Purpose	Key Changes for 2025-26
	<ul style="list-style-type: none"> 6. Continuing Education and Other Programs Allocation 7. School Management Allocation 8. Differentiated Supports Allocation – Demographic, Socioeconomic and Other Indicators 	
Special Education Fund	<p>The Special Education Fund (SEF) supports positive outcomes for students with special education needs. This funding is for the additional costs of the programs, services, and/or equipment these students may require.</p> <p>The SEF comprises the following four allocations:</p> <ul style="list-style-type: none"> 1. SEF – Per Pupil Allocation (SEF – PPA) 2. Differentiated Needs Allocation 3. Complex Supports Allocation 4. Specialized Equipment Allocation 	<p>Starting this school year, two new funding components in the Complex Supports Allocation will replace the prior ECPP component:</p> <ul style="list-style-type: none"> 1. Education and Community Partnership Programs (ECPP) Component 2. Care and Treatment Education Programs (CTEP) Component
School Facilities Fund	<p>The School Facilities Fund (SFF) addresses the costs of operating school facilities (heating, lighting, maintaining, and cleaning) as well as the costs of repairing and renovating schools.</p> <p>The SFF comprises the following allocations:</p> <ul style="list-style-type: none"> 1. School Operations Allocation 2. School Renewal Allocation 3. Rural and Northern Education Allocation 	<p>Enhanced formula updated to funding benchmarks.</p> <p>Top up component of the funding benchmarks within this School Facilities pillar is being updated to address cost pressures.</p>

Grants	Purpose	Key Changes for 2025-26
Student Transportation Fund	<p>The Student Transportation Fund (STF) provides school boards with funding to transport students to and from home and school.</p> <p>The STF includes three allocations:</p> <ol style="list-style-type: none"> 1. Transportation Services Allocation 2. School Bus Rider Safety Training Allocation 3. Transportation to Provincial and Demonstration Schools Allocation 	<p>New and revised funding amounts for the Transportation Services Allocation were made.</p> <p>The funding formula updated to benchmarks to support increasing cost and needs for providing transportation services.</p> <p>All student transportation consortia are expected to implement a formal opt-in and/or opt-out process by 2025–26 to maximize the efficiency and effectiveness of transportation planning and operations.</p>
School Board Administration Fund	<p>The School Board Administration Fund (SBAF) provides school boards with funding to support the operations of the school board, including staffing and non-staffing administration expenses, trustees, parent engagement, central bargaining agency fees, data management, and an adjustment for declining enrolment.</p> <p>This fund includes five allocations:</p> <ol style="list-style-type: none"> 1. Trustees and Parent Engagement Allocation 2. Board-Based Staffing Allocation 3. Central Employer Bargaining Agency Fees (CEBAF) Allocation 4. Data Management and Audit Allocation 5. Declining Enrolment Adjustment (DEA) Allocation 	<p>Additional funding is being provided to enhance school board financial management in the Regional Internal Audit Team (RIAT) component within the Data Management and Audit Allocation.</p> <p>The benchmarks of the Staff Salary and Benefits amount are increasing to support the costs of the host school board and to account for the school board size based on revenue.</p> <p>The school board administration expense limit has been adjusted. School boards that exceed the school board administration expense limit will be subject to accountability measures that are being expanded for 2025–26.</p>

Appendix B – Responsive Education Program (REP):

Subject Area	REP	Purpose	2025-26 Allocation
Literacy	Early Reading Enhancements: Reading Screening Tools	Funding to allow school boards to procure Ministry-approved early reading screening tools for educators to conduct screening for students in year 2 of Kindergarten to Grade 2.	\$76,000
Literacy	Licenses and Supports for Reading programs and Intervention	To enable school boards to purchase licenses, resources, and professional learning to support the provision of systematic, evidence-based reading interventions, supports or programs for struggling readers, including, but not limited to, students with reading disabilities.	\$132,000
Literacy	Education Staff to Support Reading Interventions	Funding to hire teachers who can work one-on-one or in small groups with students in Kindergarten to Grade 3 who would benefit from more support in reading.	\$512,600
Mental Health	Health Resources, Training, and Supports	Funding is used to develop added resources and supports, and to deliver local training to principals/vice-principals, educators and other school staff related to current and emerging health and safety issues. Support for Student safety.	\$9,500
Mental Health	Mental Health Strategy Supports: Emerging Needs	Funding for education and awareness raising among students to address substance use prevention, including addictions, cannabis use, vaping, and screen time.	\$9,600

Subject Area	REP	Purpose	2025-26 Allocation
Mental Health	Summer Mental Health Supports	Funding for the summer of 2025 to provide mental health services to students and ensure the continuity of services over the summer months.	\$141,100
Operations	Critical Physical Security Infrastructure	Funding to support critical school physical infrastructure renewals, upgrades, and installation costs	\$60,300
STEM	Math Achievement Action Plan: Board Math Leads	Funding for a Board Math Lead who will inform, monitor, and provide timely reporting of progress towards math achievement and improvement targets and lead board-wide actions to meet these targets.	\$166,600
STEM	Math Achievement Action Plan: Digital Math Tools	Funding for digital math tools for all students in Grades 3, 6, 7, 8 and 9 to support student learning at home and in classrooms.	\$85,300
STEM	Math Achievement Action Plan: School Math Facilitators	Funding to hire School Math Facilitators to work in Grades 3, 6, and 9 classrooms in priority schools.	\$294,400

Subject Area	REP	Purpose	2025-26 Allocation
Student Readiness	Entrepreneurship Education Pilot Projects	Funding to provide entrepreneurship education for Grades 7-12 students developed/provided in partnership with local third-party organizations that have expertise in entrepreneurship.	\$20,000
Student Readiness	Experiential Professional Learning in the Skilled Trades for Guidance Teacher-Counsellors	Funding to coordinate and provide experiential professional learning opportunities for all guidance teacher-counsellors to develop understanding of the skilled trades, the apprenticeship pathway, and the benefits of the skilled trades as a career.	\$21,000
Student Readiness	Skilled Trades Bursary Program	Funding to provide \$1,000 bursaries to students who will have earned or are earning two credits in a cooperative education program working in a skilled trades placement, have plans to pursue a post-secondary skilled trades pathway, demonstrate leadership in the skilled trades, and have financial and other barriers to completing secondary school.	\$12,000

Subject Area	REP	Purpose	2025-26 Allocation
Supporting Vulnerable Students	Special Education Additional Qualification (AQ) Subsidy for Educators	Funding to support educators' participation in approved Schedule C and Schedule D special education Additional Qualification (AQ) courses such as "D-Special Education Specialist."	\$9,700
Supporting Vulnerable Students	Special Education Needs Transition Navigator	Funding for Transition Navigators to support improving educational outcomes for students with special education needs and/or disabilities by improving transition practices into, during and out of school.	\$74,700
Supporting Vulnerable Students	Summer Learning for Students with Special Education Needs	Funding for the summer of 2025 to support the learning and transition of students with special education needs as they start the 2025-26 school year.	\$102,200
Supporting Vulnerable Students	Transportation and Stability Supports for Children and Youth in Care	Funding to improve the educational experience and outcomes of children and youth in care by ensuring positive and stable connections to school, school supports and learning opportunities during times of instability and transition.	\$35,200
Total Confirmed REP			\$ 1,762,200

Appendix C – Enrollment trend

ENROLMENT	2020/21	2021/22	2022/23	2023/24	2024/25	2025/26
	Actual	Actual	Actual	Actual	Actual	Projected
ELEMENTARY						
October FTE	6,885	7,219	7,722	8,056	8,281	8,365
March FTE	6,951	7,376	7,831	8,145	8,270	8,378
ADE (Basis for Funding)	6,918	7,297	7,777	8,101	8,276	8,372
Enrolment Change (Prior Year ADE)	38	379	479	324	175	96
SECONDARY						
October FTE	3,586	3,719	3,950	4,101	4,245	4,250
March FTE	3,457	3,758	3,853	4,000	4,222	4,320
ADE (Basis for Funding)	3,522	3,739	3,902	4,051	4,233	4,285
Enrolment Change (Prior Year ADE)	96	217	163	149	182	52
BOARD ENROLMENT						
October (FTE)	10,471	10,938	11,672	12,157	12,526	12,615
March FTE	10,408	11,134	11,684	12,145	12,492	12,698
ADE (Basis for Funding)	10,440	11,036	11,678	12,151	12,509	12,656
Enrolment Change (Prior Year ADE)	134	596	642	473	358	147

