



BRANT HALDIMAND NORFOLK Catholic District School Board

Minutes

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

Budget Committee Tuesday, June 14, 2022 – 3:00 p.m. Boardroom / Teams Meeting

Trustees:

Present: Rick Petrella (Chair), Cliff Casey, Bill Chopp, Carol Luciani, Mark Watson

Senior Administration and Staff Members

Mike McDonald (Director of Education & Secretary), Rob De Rubeis (Superintendent of Education), Kevin Greco (Superintendent of Education), Scott Keys (Superintendent of Business & Treasurer), Jagoda Kirilo (Manager of Financial Services), Lorrie Temple (Superintendent of Education)

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: Mark Watson

Seconded by: Carol Luciani

THAT the Budget Committee approves the Agenda of June 14, 2022.

Carried

1.4 Declaration of Interest: Nil.

1.5 Approval of the Minutes of April 26, 2022

Moved by: Carol Luciani

Seconded by: Mark Watson

THAT the Budget Committee approves the Minutes of April 26, 2022.

Carried

1.6 Business Arising from the Minutes: Nil.

2. Staff Reports & Information Items

2.1 2022-23 Operating and Capital Budgets

Scott Keys, Superintendent of Business & Treasurer explained the 2022-23 operating budget projects total revenue of about \$152.8 million, an increase of \$3.1 million or 2.0% from 2021-2022 revised estimates. This increase reflects the announcement from the Ministry of Education with investments for enhanced supports for mental health and special education, recently negotiated terms and conditions of employment for principals and vice-principals and COVID-19 Learning Recovery supports.



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The Ministry of Education also announced funding through the Priorities and Partnership Funds (PPF) and will provide over \$355 million (2020-21, \$288 million) in PPF funding. Of the \$355 million, \$144.2 million has been allocated. The Board's portion of this allocation about \$1.4 million. At this time, a complete board-by-board allocation has yet to be announced for the remaining PPF.

Trustee Chopp questioned if the provision for Central Agreements under Supplemental Grants was used for extra staff that were negotiated during Central Agreements. Mr. Keys noted that the funds were received for negotiating Central Agreements in 2022-23 and the Ministry will top-up the grant if expenditures for negotiations exceed the grant amount. Trustee Chopp asked how much of the \$4 million grant has been used. Superintendent Keys noted that approximately \$900,000 has been spent.

Expenditures are based on contractual agreements and service contracts, legislative requirements, Board policy and known infrastructure needs of the system. In some cases, reasonable estimates are required and then adjusted in-year once information becomes available.

Overall, total expenditures for the 2022-23 school year are expected to be about \$152.8 million as compared to \$149.8 million for 2021-22 revised estimates. Salary and benefits account for about 79.2% (2021-22 revised estimates, 78.2%) of the Board's budget. These are governed largely by Ministry of Education ratios, collective agreements, legislation, and student needs.

Chair Petrella asked if there would be more of a laser focus on staff professional development so that the Board is realistic about what can be delivered and receive a positive return on its investment? Director McDonald noted that Senior Administration has been exploring the delivery of professional development sessions, the balance between virtual and in person sessions, etc. He also noted that Senior Administration has developed a Professional Development Matrix, which contains employee groups who are being trained, when they are being trained, the modes of delivery, etc. so that no duplications in training occur.

Trustee Casey noted that some professional development is mandated by Ministry of Education and some by Senior Administration. He wondered if Union groups were involved / notified of any training and if they contributed monies for training. Director McDonald noted that the Unions have complete oversight and are consulted with regard to professional development for their members. Superintendent Temple also noted that the Board's Professional Development Steering Committee meets four times per year to discuss staff professional development opportunities. They also meet to discuss / re-group after each professional development session has taken place. Union groups are also involved in Health & Safety training. They also contribute funds as needed or requested.

Trustee Chopp and Chair Petrella noted that some schools have forwarded school organizations to parents. He wondered why trustees did not receive a copy of the draft school organizations. Superintendent Greco noted that preliminary school organizations were forwarded to the system to comply with the March 31st deadline in the OECTA Collective Agreement. Chair Petrella expressed concern that principals are forwarding this information to parents before June report cards as school organizations could change. Superintendent Greco



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noted that Senior Administration will message principals to instruct them not to share school organization information with their school community until the June reports are distributed.

Superintendent Temple shared information regarding the distribution of School Effectiveness and Faith Formation funds:

- New math curriculum, including Grade 1 to Grade 8, including long-term plans.
- Implementation of full Grade 9 De-Streaming, including professional development.
- Incorporating Right to Read recommendations in to the Literacy Plan and the use of the Haggery Program for Grades Kindergarten to Grade 2.
- Collaborating with Child Care partners regarding the opening of two child care centres and professional development for Early Childhood Educators.
- Distribute the Best Wellness Kits for the Religion and Family Life Program.
- Growth of the Extended French Program at Assumption College School.
- Continuing the partnership with the Lynnwood Arts Centre in Norfolk.

Trustee Luciani commented that she has received positive feedback regarding the Haggery Reading Program.

Trustee Casey asked if the child care program at Holy Trinity Catholic High School has started? Superintendent Temple was unsure and noted that she would look into the matter and advise.

Trustee Chopp wondered how many sections of Extended French were offered at Assumption College School. Superintendent Temple noted that she did not know the number of sections as they have combined grades for Extended French. She offered to look into the matter and provide an answer. Trustee Chopp asked if there were plans to offer an Extended French Program at St. John's College or Holy Trinity Catholic High School. Superintendent Temple noted that Holy Trinity Catholic High School is currently offering an Extended French Program and that students from St. John's College are attending the Extended French Program at Assumption College School until there are enough students to offer the Program at St. John's College.

Superintendent De Rubeis, shared information regarding the distribution of Student Success funds:

- Experiential learning opportunities for all students.
- Review of technical education facilities and plan for renewal.
- Community partnerships, skilled trade and workshop opportunities.
- Professional development sessions and School Climate Survey results to further support safe, inclusive and equitable learning environments.
- Four-point plan as part of the Board's Indigenous Education strategy.

Trustee Casey questioned whether a Committee will be established or some sort of planning will be completed, before the design phase of the new Brantford secondary school, to cultivate / develop partnerships in the trades. Superintendent De Rubeis noted that a Committee will most likely be established in January 2023.

Trustee Chopp expressed concern with the new secondary school being titled a *trades school*. Superintendent De Rubeis noted that the school will be titled a *skilled trades school*.



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Minutes

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Trustee Chopp questioned if the trades program at St. John's College will be expanded? Superintendent De Rubeis noted that a Grade 10 Construction course, with a focus on residential electrical and plumbing, was offered in the portable at St. John's College and that the course will be offered again during the 2022-23 School Year. He also commented that when the Board has determined what courses will be offered, an inventory of what equipment needs to be replaced will be undertaken.

Trustee Luciani commented that the session at Holy Trinity Catholic High School with Emily Chung, who owns an auto repair service, was well received and a great opportunity for female students to see a woman in that role / trade.

Superintendent Greco shared information regarding the distribution of Special Education funds:

- Increase staff allocation to support the significant increase in students receiving Special Education programs and services.
- Professional learning for staff in Self-Regulation, Autism Spectrum Disorder and to address gaps in reading, speech and language.
- Implementation of additional interventions and supports for Grades Kindergarten to Grade 3.

He also shared information regarding the distribution of Well-Being and Mental Health funds:

- Provide Mental Health Professionals in schools.
- Provide resources to support the Board's Mental Health and Additions Strategy and Action Plan.
- Professional development and training in Self-Regulation and Restorative Practices.
- Resources to support Safe and Accepting Schools and Bullying Prevention Initiatives.

Trustee Chopp questioned if CCAT Testing in Grade 2 revealed any student difficulties. Superintendent Greco noted that 75% of students are not at the expected level in speech and language.

Trustee Luciani asked if the Board's compliment of special education teachers had been reduced. Superintendent Greco noted that the Board's compliment of special education teachers in elementary and secondary schools had not been reduced. He also noted that he and Superintendent Keys would email trustees regarding the misleading reduction.

Trustee Luciani also wondered what the increase in text books and supplies could be attributed to. Superintendent Greco noted that the increase was due to an increase in assisted devices and equipment for students as the Board had received more referrals that students receive an assistive device. He also noted that the increase in supplies for new programs was due to increased enrolment.

Superintendent Keys shared information regarding the distribution of School Operations and Maintenance funds:

- Critical investments in replacing worn-out and inefficient tools and resources for the Board's custodial team. This is a multi-year initiative.
- Continued focus on ventilation enhancements.
- Commodities, i.e., gas, water, hydro, have increased, carbon tax.
- BHN Cares and other environmental sustainability initiatives.



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He also shared information regarding the distribution of Student Transportation funds:

- Continued implementation of the Chipmunk app, which is an application made available to families that allows the tracking of the child's bus and estimated time of arrival.
- Additional bus services to accommodate:
 - Enrollment pressures due to growing communities in Paris, Caledonia and southwest Brantford.
 - Students registered at the Extended French Program at Assumption College School.
- Significant inflationary cost pressures.

Trustee Chopp asked if the Board was providing late bus service for our secondary students. Superintendent Keys noted that late busses are still being provided for those students.

Superintendent Keys shared information regarding the distribution of Board Administration and Governance funds:

- Enhanced classroom technology footprint, based on the Board-wide technology review.
- Staff leadership development and training and mentorship opportunities for managers and new staff.
- Overall review of administrative process, procedures and identified efficiencies.
- Resources to investigate next steps to enhance Staff Wellness Program and review current EAP program.
- New employee orientation, training and support programs.

The Capital Budget includes school renewal, improvements, portables, and school builds. For 2022-23, the Capital Budget is about \$6.6 million, a \$1 million decrease from revised estimates.

In 2021-22, the Board opened new Child Care facilities at Our Lady of Providence Catholic Elementary School, Brantford and Holy Trinity Catholic High School, Simcoe, in partnership with the YMCA of Brant-Brantford-Hamilton and Today's Family, respectively.

Additionally, the Ministry of Education approved funding for a new Catholic Elementary School in Caledonia and Catholic Secondary School in Brantford/Brant. The anticipated opening of each school is September 2025 and September 2026, respectively.

During the 2022-23 school year, the Board will undertake several facility renewal projects, which are designed to create a safe and more comfortable learning environment for our students and staff. Administration and the Board of Trustees will be reviewing the needs of the system and identifying specific projects for the coming year.

Trustee Chopp wondered how many portables were at St Patrick's School in Caledonia and the status of the day care contract at the school. Superintendent Keys replied that there were three portables at the school and that a few more years remained with the day care provider's contract.

Trustee Luciani wondered if lot levies were increasing Brant and if lot levies would be established in Haldimand-Norfolk? Superintended Keys noted that the EDC was reviewed in the 2021-22 School Year and that by-law will expire in 2023. He reported that, at this time, an EDC is not required in Haldimand-Norfolk.



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Moved by: Mark Watson

Seconded by: Carol Luciani

THAT the Budget Committee recommends that the Brant Haldimand Norfolk Catholic District School Board approves the 2022-23 Salaries and Benefits Budget, in the amount of \$121,054,568.

Moved by: Mark Watson

Seconded by: Carol Luciani

THAT the Budget Committee recommends that the Brant Haldimand Norfolk Catholic District School Board approves the 2022-23 Other Operations Budget, in the amount of \$31,763,695.

Moved by: Mark Watson

Seconded by: Carol Luciani

THAT the Budget Committee recommends that the Brant Haldimand Norfolk Catholic District School Board approves the 2022-23 Capital Budget, in the amount of \$6,551,173.

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: Mark Watson

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 will be at the Call of the Chair.

7. Adjournment

Moved by: Carol Luciani

Seconded by: Mark Watson

THAT the Budget Committee adjourns the meeting of June 14, 2022.

Carried

Next Meeting: Call of the Chair