



Agenda

COMMITTEE-OF-THE-WHOLE

VIRTUAL OPEN MEETING

Tuesday, April 6, 2021

6:40 – 8:30 P.M.

Chairperson: Linda Ainsworth

Trustees who are unable to attend are asked to please notify
Andrea Bradley, Administrative Assistant
abradley@pvnccdsb.on.ca

A. Call to Order:

1. Opening Prayer.
2. We acknowledge that we are meeting on the traditional territory of the Mississauga Anishinaabe.
3. Approval of Open Meeting Agenda.
4. Declarations of Conflicts of Interest.
5. Approval of the Minutes of the Open Meeting of the Committee-of-the-Whole held on March 8, 2021. Page 3
6. Business Arising from the Minutes.

B. Recommended Actions/Presentations:

1. Capital Priorities Program – Submission for 2021-22. Page 7

C. Information Items:

1. Interim Financial Statements as at February 28, 2021. Page 9
2. Federal Safe Return to Class Fund: 2021 Spring and Summer Learning Opportunities for School Boards. Page 11

D. Old Business:

E. New Business:

F. Next Meeting:

1. Monday, May 10, 2021
6:30 p.m.

G. Conclusion:

1. Closing Prayer.
2. Adjournment.



Minutes

THE MINUTES OF THE VIRTUAL OPEN MEETING OF THE COMMITTEE-OF-THE-WHOLE held on Monday, March 8, 2021 at 6:49 p.m.

PRESENT

Trustees: Linda Ainsworth (Committee Chairperson), Michelle Griepsma, Helen McCarthy.
David Bernier, Braden Leal, Kevin MacKenzie, Emmanuel Pinto.

Administration: Jeannie Armstrong, Joan Carragher, Laurie Corrigan, Isabel Grace.
Eli McColl (Junior Student Trustee), Timothy Moloney, Stephen O'Sullivan.

Guests: Galen Eagle, Communications Manager.

Regrets: Pepe Garieri, Josh Hill (Senior Student Trustee).

Recorder: Andrea Bradley.

A. Call to Order:

1. Linda Ainsworth asked Isabel Grace to lead the Opening Prayer.
2. Linda Ainsworth, acknowledged that the Committee-of-the-Whole Meeting was taking place on the traditional territory of the Mississauga Anishinaabe.
3. Approval of Open Meeting Agenda.

MOTION: Moved by Braden Leal seconded by Kevin MacKenzie, that the Open Meeting Agenda be accepted.

Carried.

4. Declarations of Conflicts of Interest.

There were no conflicts of interest.

5. Approval of the Minutes of the Committee-of-the-Whole – Open Meeting held on January 11, 2021.

MOTION: Moved by David Bernier, seconded by Emmanuel Pinto that the Minutes of the Committee-of-the-Whole – Open Meeting, held on January 11, 2021, be approved.

Carried.

6. Business Arising from the Minutes.

There was no business arising from the Minutes.

B. Recommended Actions/Presentations:

1. IPC Annual Statistical Reporting on FOI Requests.

Galen Eagle, Communications Manager, presented a PowerPoint presentation, titled “Annual FOI Reporting”, to the Committee-of-the-Whole and answered questions. In 2020 the PVNCCDSB received one new FOI access request and completed three requests. One individual made two unique requests for personal information and one request for general information.

C. Information Items:

1. Staffing Investments to Support School Reopening.

Isabel Grace, Superintendent of Business and Finance, presented the “Staffing Investments to Support School Reopening in Response to the COVID-19 Outbreak” report to the Committee-of-the-Whole. Isabel clarified how various investments provided by the federal and provincial governments have been used to increase staffing across the Board’s jurisdiction.

Draft

2021-G-OP-7

2. Resource Investments to Support School Reopening.

Isabel Grace, Superintendent of Business and Finance, presented the “Resource Investments to Support School Reopening in Response to the COVID-19 Outbreak” report to the Committee-of-the-Whole and answered questions from Trustees. On February 1, 2021, the Ministry of Education provided information on the second phase allocation of the Federal Safe Return to Class Fund. This funding focuses on priorities to support the learning, health and safety of students for the remainder of the 2021 school year.

3. 2021-22 Budget Planning.

Isabel Grace, Superintendent of Business and Finance, presented the “2021-22 Budget Planning” report to the Committee-of-the-Whole. Isabel also reviewed the tentative timetable with Trustees. Boards are not to expect any COVID related funding for 2021-22.

D. Old Business:

There was no old business.

E. New Business:

There was no new business.

F. Next Meeting:

1. Tuesday, April 6, 2021 – 6:30 p.m.

Draft

2021-G-OP-8

G. Conclusion:1. Closing Prayer.

Linda Ainsworth asked Isabel Grace to lead the Closing Prayer.

2. Adjournment.

MOTION: Moved by Kevin MacKenzie, seconded by Braden Leal, that the Committee-of-the-Whole meeting adjourn at 7:40 p.m.

Carried.

Linda Ainsworth
Committee Chairperson
/ab

Isabel Grace
Superintendent of Business
and Finance

BUSINESS AND FINANCE

Report to Committee of the Whole

Meeting: ☐ In Camera

☒ Open

Presented for: ☐ Information

☒ Approval

Meeting Date: April 6, 2021

Presented by: Isabel Grace, Superintendent of Business/Finance

Submitted by:

Subject: Capital Priorities Program – Submission for 2021-22

Recommended Action(s): The Committee of the Whole recommends that the Board approve a project submission to the Ministry of Education for the Capital Priorities Program for 2021-22. The project submission is for funding a new replacement school, including a child care facility, for Cobourg.

Background:

On March 24, 2021 the Ministry launched the 2021-22 Capital Priorities Program, providing school boards with an opportunity to identify and address their most urgent pupil accommodation needs, including:

- Accommodation pressures;
- Replacing schools in poor condition
- Supporting past consolidation decisions;
- Providing facilities for French-language rights holders in under-served areas; and
- Creating new licensed child care spaces in schools.

Projects submitted for the 2021-22 Capital priorities would, if funded, be expected to be completed and open no later than the 2024-2025 school year. The projects will be allocated on a business case basis. Funding requests are to be submitted by May 21, 2021.

Performance measures that are considered for all Capital Priorities project categories include:

- School board's demonstrated willingness to participate with co-terminous school boards in joint-use school opportunities.
- School board's ability to build to ministry benchmark costs as evidenced by past projects.
- School board's ability to deliver projects within target timeframes as evidenced by past projects;
- School board's history of meeting the ministry's capital accountability measures;
- Accuracy of enrolment projections for previously approved projects; and
- Number of projects the school board currently has underway.

In September of 2019, Administration submitted a proposal under the Capital Priorities program for a new school in Cobourg resulting from the Pupil Accommodation Process carried out from March 2017 until January 2018. In February 2018, the Board of Trustees passed a motion to consolidate the St. Michael CES and Notre Dame CES communities on the Notre Dame CES site, subject to completion of capital improvements, preferably in the form of a replacement school.

A funding submission for the Cobourg school project was completed in September of 2019, but final confirmation that the project was unsuccessful was not received until the fall of 2020. A debrief with the board's capital analyst and a senior manager of the capital branch provided some feedback on how to improve the business case for another submission.

It is Administration's intention, with Board approval, to submit an amended business case under the Capital Priorities program for funding to build a new school on the Notre Dame site, complete with a full child care. If successful, (and the decisions and announcements were to be made in a reasonable time frame), the design of the school could be undertaken immediately upon Ministry approval with the intention of breaking ground the fall of 2022 and completion the spring of 2024.

Update on previously approved Capital Priorities projects.

In the summer of 2020, a four classroom addition and a retrofit to St. Joseph CES, Douro was approved as a Capital Priorities Program project. Planning for the project has proceeded through a number of steps including architectural design, engineering review, soil investigation, costing estimates and submissions to the Ministry for the space template. As of the date of this report, we have not yet received the approval to proceed to tender.

PETERBOROUGH VICTORIA NORTHUMBERLAND AND CLARINGTON CATHOLIC DSB INTERIM FINANCIAL REPORT
For the Period Ending August 31, 2021

	2019-20	2020-21			
		Revised to Budget			
	Actual	Budget (Estimates)	Forecast (Revised Est)	\$ Increase (Decrease)	% Increase (Decrease)
Grant Revenue					
Foundation Alloc. - Elementary	56,201,498	56,399,767	55,162,984	(1,236,783)	
School Foundation - Elementary	7,416,357	7,624,774	7,537,552	(87,222)	
Foundation Alloc. - Secondary	22,314,405	26,746,560	26,601,113	(145,447)	
School Foundation - Secondary	3,824,025	3,933,805	3,922,859	(10,946)	
School Foundation - Additional Table Amount	148,900	-	-	-	
Mental Health and Well-Being	319,079	580,612	576,246	(4,366)	
Special Education Alloc.	24,474,181	24,659,709	24,434,851	(224,858)	
Less Sp Ed and SEA Funds Transferred to(from)Deferred Revenue	-240,504	12,347	664,842	652,495	
Section 23	115,215	117,766	117,766	-	
Language Allocation	2,775,187	2,753,174	2,675,517	(77,657)	
Supported Schools	0	-	1,018	1,018	
Indigenous Education Allocation	841,357	1,102,455	1,132,986	30,531	
Deferred Revenue Indigenous Education	-51,595	-	51,595	51,595	
Remote & Rural Allocation	564,058	587,144	653,541	66,397	
Rural and Northern Education Fund	367,135	371,530	371,530	-	
Learning Opportunity Allocation	764,975	772,425	764,494	(7,931)	
Deferred Revenue Targeted Student Supports	-115,547	19,000	19,000	-	
Deferred Revenue Experiential Learning	-281,076	-	175,097	175,097	
Supports for Students	162,253	1,650,813	1,650,813	-	
OFIP Tutoring, SHSM, Outdoor Ed, Library	471,413	491,116	487,645	(3,471)	
Continuing Education, Adult, High Credit and Summer School	477,929	376,280	485,772	109,492	
Cost Adjustment and Teacher Qualification and Experience	13,297,412	14,837,135	12,616,612	(2,220,523)	
Attrition Funding	3,461,236	-	-	-	
Benefits Trust Funding	1,175,043	1,393,955	1,393,955	-	
ECE Qualification and Experience	1,018,877	983,945	903,797	(80,148)	
New Teacher Induction Program	108,355	115,020	115,020	-	
Transportation Allocation	11,869,835	12,071,361	12,071,341	(20)	
Administration & Governance	4,949,289	5,076,278	5,034,353	(41,925)	
Program Leadership Allocation	904,653	905,863	905,863	-	
School Operations Allocation	15,123,813	15,376,628	15,144,880	(231,748)	
Community Use of Schools	209,037	206,581	206,581	-	
Capital Debt Support - Interest Portion	2,229,627	2,024,631	2,024,631	-	
Declining Enrolment	292,159	82,630	624,519	541,889	
Support for Covid - 19 Mental Health and Technology	-	-	223,191	223,191	
Funding Stabilization	-	-	2,573,122	2,573,122	
Strike Savings Reduction	(1,888,705)	-	-	-	
Total Operating Grants for Student Needs	173,299,876	181,273,304	181,325,086	51,782	0.03%
Other Revenue	3,184,888	2,097,820	1,935,424	(162,396)	
Ministry Grants - COVID 19 - Staffing	-	-	3,071,152	3,071,152	
Ministry Grants - COVID 19 - Other	-	-	2,428,267	2,428,267	
Ministry Grants - Targeted Special Grant Funding	884,084	733,394	781,402	48,008	
Ministry Grants - Education Worker Protection and Supports for Students	254,446	1,258,722	2,258,660	999,938	
Sub-Total Revenue and Grants	177,623,294	185,363,240	191,799,991	6,436,751	3.47%
Grants for Capital Purposes					
School Renewal and Temporary Accommodation Funding	3,478,571	2,374,454	2,091,000	(283,454)	
School Conditioning	1,765,744	3,482,282	4,428,350	946,068	
Total Grants for Capital Purposes	5,244,315	5,856,736	6,519,350	662,614	
Total Revenue and Grants for Compliance Purposes	182,867,609	191,219,976	198,319,341	7,099,365	3.58%

**Peterborough Victoria Northumberland and Clarington Catholic District School Board
Operating Expenditures**

For the six month period ending February 28, 2021 with comparatives for the six month period ending February 28, 2020

Overlay Category	COMPENSATION					
	YTD 2019-20 Exp	2019-20 Exp	Percentage	YTD 2020-21 Exp	Revised 2020-21 Budget	Percentage
51 CLASS TEACHERS	44,865,618	91,456,747	49.1%	48,438,138	96,074,843	50.4%
52 SUPPLY TEACH/EA/ECE	2,801,013	4,047,335	69.2%	2,205,746	5,050,363	43.7%
53 TEACHER ASSISTANTS	8,542,589	15,019,324	56.9%	9,084,607	16,342,851	55.6%
53 ECE	2,349,796	4,101,105	57.3%	2,169,090	3,848,213	56.4%
54 COMPUTERS						
55 TEXT/SUPPLIES						
56 PROF/PARA/TECH	1,690,318	3,377,533	50.0%	1,790,731	3,817,949	46.9%
57 LIBRARY/GUIDANCE	1,562,155	2,937,543	53.2%	1,397,909	2,605,533	53.7%
58 STAFF DEVELOP	144,934	150,765	96.1%	11,960	384,998	3.1%
59 COORD/CONSULT	1,332,265	2,762,540	48.2%	1,549,594	3,090,403	50.1%
61 PRINCIPALS/VPS	3,682,931	7,327,666	50.3%	3,994,482	7,752,118	51.5%
62 SCHOOL OFFICE	1,934,039	3,479,535	55.6%	2,013,600	3,800,003	53.0%
63 CONTINUING ED	19,092	264,067	7.2%	28,998	284,505	10.2%
64 TRUSTEES	43,063	85,173	50.6%	42,985	84,700	50.7%
65 DIRECTOR/SOS	464,957	995,734	46.7%	511,447	971,103	52.7%
66 BOARD ADMIN	1,419,710	2,963,573	47.9%	1,505,256	2,985,728	50.4%
67 DEPT HEADS	134,355	267,122	50.3%	139,709	274,332	50.9%
68 PUPIL TRANSP	197,107	343,749	57.3%	202,195	349,675	57.8%
70 SCH OPER/MTCE	3,981,610	8,007,566	49.7%	4,884,797	10,208,680	47.8%
71 SCH RENEWAL						
72 OTHER PUPIL ACCOM						
75 AMORTIZATION						
78 OTH NON OPERATING	(1,236,879)	-1,888,705		0	0	
80 PSAB FUTURE BENEFITS	-	1,700,688	0.0%	0	1,696,876	0%
Grand Total	73,928,674	147,399,062	50.2%	79,971,245	159,622,873	50.1%

YTD 2019-20 Exp	OTHER				
	2019-20 Exp	Percentage	YTD 2020-21 Exp	Revised 2020-21 Budget	Percentage
22,942	30,198	76%	11,392	39,116	29.1%
-	-	-	-	-	-
-	-	-	-	-	-
-	-	-	-	-	-
516,330	1,198,657	43%	847,135	2,062,495	41.1%
1,979,603	3,107,490	64%	2,122,970	5,083,756	41.8%
125,060	219,980	57%	128,641	350,052	36.7%
439	482	91%	646	600	107.6%
93,496	142,766	65%	41,029	332,062	12.4%
46,353	66,895	69%	18,231	115,904	15.7%
55,173	65,559	84%	22,138	34,300	64.5%
315,958	472,326	67%	290,866	436,478	66.6%
14,513	16,429	88%	2,613	28,826	9.1%
18,519	15,560	119%	2,452	49,075	5.0%
59,889	71,287	84%	36,819	98,053	37.6%
505,498	1,020,832	50%	488,615	1,109,656	44.0%
-	-	-	-	-	-
6,101,304	11,335,773	54%	6,364,813	12,606,579	50.5%
3,444,863	6,618,507	52%	3,353,703	7,478,468	44.8%
958,320	5,244,316	18%	1,733,619	6,519,350	27%
1,133,885	2,249,629	50%	1,095,254	2,012,100	54%
-	191,858	0%	-	303,470	-
-	104,055	0%	103,995	75,000	139%
-	-	-	-	-	-
15,392,145	32,172,599	48%	16,664,931	38,735,340	43%

YTD 2019-20 Exp	TOTAL				Special Grants YTD 2019-20 Exp	Special Grants YTD 2020-21 Exp	Total YTD Expenses 2019-20	Total YTD Expenses 2020-21
	2019-20 Exp	2020-21 Exp	Revised 2020-21 Exp	YTD 2020-21 Exp				
44,888,560	91,486,944	48,449,530	96,113,959		2,769	1,020	44,891,329	48,450,550
2,801,013	4,047,335	2,205,746	5,050,363		-		2,801,013	2,205,746
8,542,589	15,019,324	9,084,607	16,342,851		867		8,543,456	9,084,607
2,349,796	4,101,105	2,169,090	3,848,213				2,349,796	2,169,090
516,330	1,198,657	847,135	2,062,495				516,330	847,135
1,979,603	3,107,490	2,122,970	5,083,756		3,054	13,535	1,982,657	2,136,505
1,815,378	3,597,513	1,919,372	4,168,001		19,344	1,353	1,834,722	1,920,725
1,562,595	2,938,025	1,398,555	2,606,133		9,854		1,572,449	1,398,555
238,430	293,531	52,989	717,060			57,630	238,430	110,619
1,378,618	2,829,436	1,567,825	3,206,307		46,369	1,288	1,424,987	1,569,113
3,738,104	7,393,225	4,016,620	7,786,418		31,289	436	3,769,393	4,017,056
2,249,997	3,951,861	2,304,466	4,236,481		1,407	4,437	2,251,404	2,308,903
33,606	280,496	31,611	313,331			986	33,606	32,597
61,582	100,733	45,437.08	133,775		719		62,301	45,437
524,846	1,067,021	548,266	1,069,156			-	524,846	548,266
1,925,208	3,984,405	1,993,871	4,095,384		95,867		2,021,075	1,993,871
134,355	267,122	139,709	274,332				134,355	139,709
6,298,411	11,679,523	6,567,008	12,956,254			90,884	6,298,411	6,657,892
7,426,472	14,626,073	8,238,500	17,687,148			741	7,426,472	8,239,241
958,320	5,244,316	1,733,619	6,519,350			159,334	958,320	1,892,953
1,133,885	2,249,629	1,095,254	2,012,100			-	1,133,885	1,095,254
-	191,858	-	303,470			-	-	-
(1,236,879)	(1,784,650)	103,995	75,000			-	(1,236,879)	103,995
-	1,700,688	-	1,696,876			-	-	-
89,320,819	179,571,661	96,636,177	198,358,213		211,539	331,644	89,532,358	96,967,821

Notes

Compensation

Supply costs include Teachers, EA's and ECE - with school closure happening in March 2020 this reduced costs for the year 2019/2020

Other Non Operating Compensation- for 1920 Expense represents the savings due to the Strike Days which have been disclosed on a separate line so that Salaries and Benefits by Category are comparable to prior years - these savings resulted in a reduction in GSN

Prior year - negotiated wage increases not implemented until late in the year which impacts YTD %

Other

All school budgets are allocated to Text/Supplies Line - Actual spending is recorded based on type of expenditure incurred- result is that some expenditure lines may appear to over/under budget ie School Office, Computers and Supply Teacher salaries and benefits

Other Pupil Accom - represents the interest on the Provincial supported debt

Expenses are reported on a compliance basis (modified cash basis) - and include capital purchases which for PSAB Financial Statement purposes and Ministry filings are shown as capital assets and amortized

The school closure due to COVID in March 2020 resulted in a reduction in other expenditures - in particular professional development, mileage and supplies and some projects which could not be carried out

Other Non Operating includes expenditures for PPE

BUSINESS AND FINANCE

Report to Committee of the Whole

Meeting: ☐ In Camera

☒ Open

Presented for: ☒ Information

☐ Approval

Meeting Date: April 6, 2021

Presented by: Isabel Grace, Superintendent of Business/Finance

Submitted by:

Subject: Federal Safe Return to Class Fund: 2020-21 Spring and Summer Learning Opportunities for School Boards

Recommended Action(s):

Background:

On February 1, 2021 the provincial government made various announcements regarding the allocation of federal funds. Details regarding spring and summer learning opportunities were announced March 25, 2021.

Board by Board allocations for the various spring and summer programs are as follows:

- | | |
|--|-------------|
| • De-Streaming Transition Support Program | \$29,931.04 |
| • Summer Mental Health Supports | \$95,766.00 |
| • Summer Staffing Supports: Special Education Needs | \$88,761.00 |
| • Summer Transition Programs: Special Education Needs | \$83,505.00 |
| • Summer Evidence-Based Reading Intervention Programs | \$68,031.00 |
| • In-Year Evidence Based Reading Intervention Programs | \$52,848.00 |

The spring and summer learning measures supported through this funding will support learning recovery by addressing learning gaps and focusing on literacy and mathematics. Full descriptions of qualifying activities and timeframes will be described in the Transfer Payment Agreements related to each allocation.

Assessments are being made internally regarding the capacity to offer and implement the various programs as outlined by the Ministry, and all are dependent on the availability of staffing resources. Experiences gained in the summer of 2020 will also guide the planning for these programs as similar programs, particularly for special needs students, were created and implemented last year.

Core Summer School Programming

In addition to the above, school boards are to be planning to expand existing summer school credit programming through multiple modes of delivery: in-person, remote teacher-led learning, on-line learning and through correspondence/self-study. Where possible, credit recovery courses for secondary school students and Reach Ahead opportunities for elementary schools students should also be offered.

STEM Summer Programming

The Ministry will be working with partners to expand STEM summer programming, with more information to be shared at a later date.