



Agenda

COMMITTEE-OF-THE-WHOLE

Monday, November 9, 2020
OPEN MEETING – 6:30-8:30 P.M.
CATHOLIC EDUCATION CENTRE – BOARDROOM

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Chairperson: Linda Ainsworth

Trustees who are unable to attend, or would like to attend virtually, 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 October 13, 2020. Page 3
6. Business Arising from the Minutes.

B. Recommended Actions/Presentations:

1. 2019-2020 Financial Variances and Transfers of Accumulated Surplus. Page 8
2. Staff Reorganization Update.
3. Recommendation for use of Accumulated Surplus in 2020-2021.

C. Information Items:

- 1. Trustee Expenses for the fiscal period 2019-2020. Page 14
- 2. St. Joseph Catholic Elementary School, Bowmanville, and proposed bell time change. Page 16
- 3. COVID-19 Resilience Infrastructure Stream – Education Related Projects. Page 18

D. Old Business:

E. New Business:

F. Next Meeting:

- 1. Monday, December 7, 2020 – 6:30 p.m.

G. Conclusion:

- 1. Closing Prayer.
- 2. Adjournment.



Minutes

THE MINUTES OF THE OPEN MEETING OF THE COMMITTEE-OF-THE-WHOLE held on Tuesday, October 13, 2020 at 6:31 p.m. in the Boardroom, 1355 Lansdowne Street West, Peterborough.

PRESENT

Trustees: Linda Ainsworth (Committee Chairperson), Michelle Griepsma, Helen McCarthy (via video conference).
David Bernier, Josh Hill - Senior Student Trustee (via video conference), Braden Leal, Kevin MacKenzie (via video conference), Eli McColl - Junior Student Trustee (via video conference).

Administration: Joan Carragher, Laurie Corrigan, Isabel Grace.
Pepe Garieri, Timothy Moloney, Michael Nasello, Stephen O'Sullivan.

Guests:

Regrets: Emmanuel Pinto.

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 Michelle Griepsma seconded by Braden Leal, that the Open Meeting Agenda be accepted as amended with the addition of B.3. Adjustment of 2020-2021 School Year Calendar.

Carried.

Draft

2020-G-OP-20

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 September 14, 2020.

MOTION: Moved by David Bernier, seconded by Helen McCarthy that the Minutes of the Committee-of-the-Whole – Open Meeting, held on September 14, 2020, be approved.

Carried.

6. Business Arising from the Minutes.

There was no business arising from the Minutes.

B. Recommended Actions/Presentations:

1. Education Development Charges: Policy recommendation and update.

Isabel Grace, Superintendent of Business and Finance, presented the Education Development Charges Renewal 2020 Report to the Committee-of-the-Whole and answered questions from Trustees.

MOTION: Moved by David Bernier, seconded by Braden Leal, that the Committee of the Whole recommends that the Board approve an amendment to the Clarington Education Development Charges by-law renewal for 2020 such that it not apply to lands that are owned by and are used for the purposes of a public hospital receiving aid under the Public Hospitals Act R.S.O. 1990.

Carried.

2. 2020-21 Trustee Honoraria.

Isabel Grace, Superintendent of Business and Finance, presented the 2020-21 Trustee Honoraria Report to the Committee-of-the-Whole and answered questions from Trustees.

MOTION: Moved by Michelle Griepsma, seconded by David Bernier, that the Committee of the Whole recommends that the Board approve Honoraria for Board members as outlined in the following report for the period December 1, 2020 to November 30, 2021.

Carried.

3. Adjustment of 2020-2021 School Year Calendar.

Michael Nasello, Director of Education, presented the Adjustment to 2020-2021 School Year Calendar Report to the Committee-of-the-Whole. Michael explained the rationale behind changing the exam days in January and June to instructional days, and why the PA Day will move from November 27, 2020 to November 12, 2020.

MOTION: Moved by David Bernier, seconded by Braden Leal,

1. that the Board remove all formal exam days {five days in January 2021 (January 25, 26, 27, 28, 29) and five days in June 2021 (June 23, 24, 25, 28, 29)} and designate these as instructional days.
2. that the Board change the PA Day from November 27, 2020, to November 12, 2020.

Carried.

C. Information Items:

1. Holy Cross Catholic Secondary School: Turf field project update.

Isabel Grace, Superintendent of Business and Finance, updated the Committee-of-the-Whole on the Holy Cross Catholic Secondary School turf field project. Isabel stated that the project is within budget and she will continue to bring month-to-month updates to the committee.

2. Student Transportation: Status of routes and cancellations.

Isabel Grace, Superintendent of Business and Finance, updated the Committee-of-the-Whole on the status of routes and cancellations indicating that the number of routes without drivers is reducing. Isabel will bring a detailed report to the October 27, 2020 Board Meeting.

3. Preparations for November 12, 2020 school transitions.

Michael Nasello, Director of Education, informed Trustees that the first date for parents to move their children from in-person learning to virtual school or from virtual school to in-person learning is November 12. Michael indicated that approximately 75% are moving to virtual school while approximately 25% are moving to in-person learning. The deadline for parents to complete the Transition Request Form is 12:00 noon on October 22.

4. Ventilation Progress Report.

Isabel Grace, Superintendent of Business and Finance, presented the Ventilation Progress Report to the Committee-of-the-Whole and answered questions from Trustees. Information from the report will be added to the Board website.

D. Old Business:

There was no old business.

E. New Business:

There was no new business.

F. Next Meeting:

1. Monday, November 9, 2020 – 6:30 p.m.

Draft

2020-G-OP-23

G. Conclusion:1. Closing Prayer.

Linda Ainsworth asked Isabel Grace to lead the Closing Prayer.

2. Adjournment.

MOTION: Moved by Braden Leal, seconded by Kevin MacKenzie, that the Committee-of-the-Whole meeting adjourn at 7:28 p.m.

Carried.

Linda Ainsworth
Committee Chairperson
/ab

Isabel Grace
Superintendent of Business
and Finance



BUSINESS AND FINANCE

Report to the Committee of the Whole

Meeting: In Camera
 Open

Presented for: Information
 Approval

Meeting Date: November 9, 2020

Presented by: **Isabel Grace, Superintendent of Business/Finance**

Subject: 2019-2020 Financial Variances and Transfers of Accumulated Surplus

Recommended Action(s): It is recommended that the Board: 1) receive the variance report for the 2019-2020 fiscal year; and 2) approve the noted transfers of Accumulated Surplus Available for Compliance in the chart contained below.

Background:

Administration has concluded its preparation of the financial statements for the 2019-2020 fiscal period ending August 31, 2020. These statements have been subjected to audit by the Board's appointed external auditors, Baker Tilly KDN LLP and will be presented to the Audit Committee on November 12, 2020. The Audit Committee's recommendations regarding the audited financial statements will be presented to the Board at the **November 24, 2020** board meeting.

The attached report and appendices are to provide trustees with the key variances experienced in the Board's operations for the fiscal period. Trustees were previously provided with interim financial reports during the 2019-20 fiscal year.

Basis of Accounting

The Board has implemented Public Sector Accounting Board (PSAB) requirements for its audited financial statements. The PSAB established general reporting principles and standards for the disclosure of information in government financial statements.

Given the magnitude of the adjustments required for reporting the financial statements on a PSAB basis, the attached reports (where noted) are presented on a non-PSAB basis for information purposes only and in order to isolate and simplify comparison of operating expenses.

Operating Results

The operational results during the year varied from many of the budget estimates prepared and approved by the Board in June 2019. Additional events that contributed to significant swings in the expenditures of the Board were:

- the work-to-rule and strike actions experienced during the central bargaining process for CUPE and OECTA.
- the curtailment of activities in schools as a result of the COVID-19 provincial orders beginning mid-March 2020.

Enrolment for the school year varied from forecast as follows:

	Enrolment figures as per Budget (June 2019)	Enrolment figures as per Revised Estimates (Oct.2019)	Final Enrolment figures as per financial statements
JK	987	925	927.5
SK	996	1005	1010
Grades 1 to 3	3,070	3,060	3,058.5
Grades 4 to 8	5,295	5,302	5,297.75
Other elem	15	12	13.50
Total elementary	10,363	10,304	10,307.25
Grade 9 to 12	4,573	4,565	4,528.6
Other Sec	12	12	21.6

The original budget approved by the Board in June 2018 was a planned deficit budget requiring a charge to *Accumulated Surplus Available for Compliance* of **\$620,535**. This deficit amount was specifically provided for in the board's accumulated surplus relating to the amortization of retirement gratuities and the amortization of capital projects that were built using board funds. The anticipated charge to the *Operating Accumulated Surplus* was **\$0**.

The lower than expected enrolment figure had an impact on the expected deficit when the Revised Estimates were completed in the fall of 2019. Based on the information at that time, the anticipated in-year operating deficit for compliance purposes had risen to \$1,407,262 and the projected charge to *Accumulated Surplus Available for Compliance* had increased to **\$878,645**.

During the remainder of the school year, the significant swings in the overall operations of the Board resulted in an operating surplus for the year of \$2,552,936. After taking into consideration the completion of the purchase of the property adjacent to St.Paul C.E.S. in Norwood, the net increase to *Operating Accumulated Surplus* for the 2019-2020 school year at **\$1,974,710**

Variations in Operations

Some of the more significant variances from the point of the Revised Estimates position in October are as follows (black signifies a positive impact on surplus, red signifies a negative impact on surplus):

Opening position of projected operating deficit at time of Revised Estimates	(878,644)
Additional grant allocation changes related to language eligible enrolment, summer school and Continuing Education,	224,213

Return of grant revenue to the Ministry due to withdrawal of service (4 days) by OECTA	(1,888,705)
Rental reductions (Community Use and Child Care) due to closure	(57,113)
Miscellaneous revenue higher than projected	120,101
Impact of 1% increase in wages net of funding	(87,424)
Savings in salary and benefits due to withdrawal of service (4 days) by OECTA	1,888,705
WSIB increase in liability	(500,161)
Average salary changes and benefit savings for positions filled by temporary employees	500,000
Savings in supply replacements, primarily due to closure period	660,000
Savings from periods of Open positions during the year	381,735
Facility savings – impact of reduced purchases and activities during closure period, including utilities	536,000
Transportation savings – net of provincial grant reduction	646,048
Central Department underspending due to work-to-rule and closure periods	790,000
Special Education Services – underspending due to reduced activities	150,000
Purchase of COVID related PPE	(85,000)
Unbudgeted costs: Extra costs incurred during work to rule, emergency strobe light installations, Access Copyright project, recruitment costs,	(129,277)
Sum of above identified variances	2,270,478

Non-GSN grant revenue includes a myriad of targeted initiatives and transfer payments provided by the Ministry. Non-grant revenue related to targeted initiatives and transfer payments are matched by expenses incurred for those initiatives and generally do not contribute to any surplus or deficit of a board. The Ministry authorized a change in use for some of the targeted initiatives in order to support COVID related costs during the closure period. Unspent funds (if any) in these initiatives must be returned to the Ministry of Education.

Detail of Accumulated Surplus/Deficit, and Transfers

PSAB accounting methods disclose an Accumulated Surplus position at the end of the year, with amounts that are *Available for Compliance* with the Education Act. Amounts that are *Available for Compliance* are categorized as **Unappropriated** or **Internally Appropriated** (formerly known as 'Working funds', and 'reserves'). Other amounts (like school generated funds and employee benefits) that are unavailable for compliance with the Education Act are disclosed separately.

Where an expenditure is incurred and funds have been internally appropriated to offset those expenditures, a transfer between an 'Internally Appropriated' category and the 'Unappropriated' category is required in order to show the drawdown of the Internally Appropriated funds. Similarly, when it is determined that an amount that was previously set aside for a specific purpose is no longer required for that purpose, then a transfer between that 'Internally Appropriated' category and the 'Unappropriated' category is processed.

Administration has determined that there are emerging infrastructure pressures that are of a more urgent nature, and current funding by the Ministry of Education is insufficient to deal with these pressures in a timely manner. In the past, the Board has had money set aside in an internally appropriated fund, but it will have all been expended following the completion of the Holy Cross field project.

Infrastructure pressures that are foreseeable in the short-term, and which would benefit from funding set aside on a timely basis, are noted below:

- future accessibility projects to meet compliance requirements,
- permanent HVAC improvements to improve air quality,
- large scale refresh of wireless access points and IT infrastructure,
- required upgrades to corporate system software (finance and human resources)
- other school site related improvements not readily eligible for Ministry funds

To that end, the surplus incurred in the 2019-2020 school year presents a one-time opportunity to set aside funds into an internally appropriated fund category to support some of the future projects. Administration is recommending \$1,250,000 of the current in-year surplus be set aside in a separate fund to support upcoming infrastructure improvements. The remaining portion of the in-year surplus would be added to the *Operating Accumulated Surplus* and be available to support the significant charge anticipated against that surplus in the 2020-2021 school year due to COVID related expenditures.

Below is the opening and closing balance of the *Accumulated Surplus-Available for Compliance*, showing the actual and proposed transfers between the Internally Appropriated categories and Unappropriated category for amounts properly expended during the year.

Available for Compliance	Balance at Sept.1, 2019	In-year Increase	In-Year (Decrease)	Balance at Aug. 31, 2020
Unappropriated				
Operating Accumulated Surplus	\$5,549,846	1,974,710	(1,250,000)	6,274,556
Total Unappropriated	\$5,549,846	1,974,710	(1,250,000)	\$6,274,556
Internally Appropriated				
Retirement Gratuities	1,245,400		(311,350)	934,050
School Activities	333,920	481,517		815,437
Other Purposes - Operating		500,000		500,000
Committed Capital Projects	2,233,213	961,227	(191,854)	3,002,586
Facilities/Sites	1,892,250	750,000	(961,227)	1,681,023
Program equipment capital	523,625			523,625
Total Internally Appropriated	\$6,228,408	2,692,744	(1,464,431)	\$7,456,721
Total Accumulated Surplus Available for Compliance	\$11,778,254	4,667,454	(2,714,431)	\$13,731,277

The additional reports included in the agenda package for this meeting provide additional/complimentary information regarding variances between Revised Estimates and actual expenditures for 2019-20.

PVNCDSB INTERIM FINANCIAL REPORT
For the Period Ending August 31, 2020

	2018-19		2019-20			
	Actual	Budget (Estimates)	Forecast (Revised Est)	Actual	\$ Increase (Decrease)	% Increase (Decrease)
Grant Revenue						
Foundation Alloc. - Elementary	56,411,366	56,011,209	55,648,617	56,201,498	552,881	0.99%
School Foundation - Elementary	7,316,650	7,422,186	7,388,146	7,416,357	28,211	0.38%
Foundation Alloc. - Secondary	27,449,953	22,246,690	22,188,108	22,314,405	126,297	0.57%
School Foundation - Secondary	3,781,745	3,817,541	3,816,349	3,824,025	7,676	0.20%
School Foundation - Additional Table Amount	110,432	148,900	148,900	148,900	-	0.00%
Safe Schools	315,791	317,454	316,264	319,079	2,815	0.89%
Special Education Alloc.	24,696,233	24,364,624	24,318,721	24,474,181	155,460	0.64%
Less Sp Ed and SEA Funds Transferred to(from)Deferred Revenue Section 23	1,208,527	100,000	-	-240,504	(240,504)	
Language Allocation	113,527	113,166	115,215	115,215	-	0.00%
Indigenous Education Allocation	2,709,853	2,733,835	2,690,031	2,775,187	85,156	3.17%
Remote & Rural Allocation	672,339	744,314	800,752	789,762	(10,990)	-1.37%
Rural and Northern Education Fund	523,004	537,919	557,425	564,058	6,633	1.19%
Learning Opportunity Alloc.	308,457	364,767	364,767	367,135	2,368	0.65%
Investment in System Priorities	742,147	740,727	753,465	764,975	11,510	1.53%
Education Worker Protection Funding	1,739,065	-	-	162,253	162,253	
Estimate of Funding for Collective Agreement wage increase			287,928	0	(287,928)	
OFIP Tutoring, SHSM, Outdoor Ed, Library	471,145	471,442	470,579	471,413	834	0.18%
Less: Learning Opportunity Alloc transferred to Deferred Revenue	1,267		124,000	-396,623	(520,623)	
Continuing Education, Adult, High Credit and Summer School	314,536	335,047	357,530	477,929	120,399	33.68%
Cost Adjustment and Teacher Qualification and Experience	14,317,627	13,737,052	13,126,657	13,297,412	170,755	0
Attrition Funding		3,441,467	3,408,876	3,461,236	52,360	1.54%
Benefits Trust Funding	1,126,794	997,786	997,786	1,175,043	177,257	17.77%
ECE Qualification and Experience	1,093,861	974,328	1,004,883	1,018,877	13,994	1.39%
Earned Leave Savings Reduction	(47,947)	(95,896)	(95,896)	0	95,896	-100.00%
New Teacher Induction Program	106,249	108,354	108,354	108,355	1	0.00%
Transportation Allocation	11,087,842	11,556,299	12,071,176	11,869,835	(201,341)	-1.67%
Administration & Governance	5,018,451	4,960,753	4,948,657	4,949,289	632	0.01%
Program Leadership Allocation	883,314	902,112	902,112	904,653	2,541	0.28%
School Operations Allocation	15,094,580	15,126,447	15,039,173	15,123,813	84,640	0.56%
Community Use of Schools	208,671	209,037	209,037	209,037	-	0.00%
Capital Debt Support - Interest Portion	2,437,530	2,216,118	2,227,397	2,229,627	2,230	0.10%
Declining Enrolment		41,518	329,744	292,159	(37,585)	-11.40%
Strike Savings Reduction			-	(1,888,705)	(1,888,705)	
Total Operating Grants for Student Needs	180,213,009	174,645,196	174,624,753	173,554,322	(1,070,431)	-0.61%
Other Revenue	3,172,272	2,297,889	2,422,465	3,184,888	762,423	
Ministry Grants - Targeted Special Grant Funding	970,797	946,931	1,199,137	884,084	(315,053)	
Ministry Grants - Remedy Funding	10,557	-	-	-	-	
Sub-Total Revenue and Grants	184,366,635	177,890,016	178,246,355	177,623,294	(623,061)	-0.35%
Grants for Capital Purposes						
School Renewal and Temporary Accommodation Funding	2,153,538	2,387,744	4,054,776	3,478,571	(576,205)	
School Conditioning	4,124,704	2,407,524	2,159,000	1,765,744	(393,256)	
Total Grants for Capital Purposes	6,278,242	4,795,268	6,213,776	5,244,315	(969,461)	
Total Revenue and Grants for Compliance Purposes	190,644,877	182,685,284	184,460,131	182,867,609	(1,592,522)	-0.86%

Peterborough Victoria Northumberland and Clarington Catholic District School Board
Operating Expenditures

For the twelve month period ending August 31, 2020 with comparatives for the twelve month period ending August 31, 2019

Overlay Category	COMPENSATION			OTHER			Revised 2019-20 Budget	Percentage
	YTD 2018-19 Exp	2018-19 Exp Percentage	YTD 2019-20 Exp	YTD 2018-19 Exp	2018-19 Exp Percentage	YTD 2019-20 Exp		
51 CLASS TEACHERS	92,804,333	100.0%	91,456,747	62,377	100%	30,198	42,759	70.6%
52 SUPPLY TEACHER/AECE	4,558,936	100.0%	4,047,335	-	-	-	-	-
53 TEACHER ASSISTANTS	15,722,180	100.0%	15,019,324	-	-	-	-	-
53 ECE	4,087,394	100.0%	4,101,105	-	-	-	-	-
54 COMPUTERS				1,518,575	100%	1,198,657	1,430,761	83.8%
55 TEXT/SUPPLIES				4,248,022	100%	3,107,490	4,300,598	72.3%
56 PROF/PARA/TECH	3,748,075	100.0%	3,196,185	290,134	100%	219,980	292,059	75.3%
57 LIBRARY/GUIDANCE	3,350,222	100.0%	2,937,543	14,928	100%	482	600	80.3%
58 STAFF DEVELOP	381,572	100.0%	150,765	298,667	100%	142,766	237,732	60.1%
59 COORD/CONSULT	3,155,840	100.0%	2,762,540	138,070	100%	66,895	131,506	50.9%
61 PRINCIPALS/WPS	7,340,924	100.0%	7,327,666	56,669	100%	65,559	86,611	75.7%
62 SCHOOL OFFICE	3,551,110	100.0%	3,457,969	559,184	100%	472,326	591,422	79.9%
63 CONTINUING ED	193,237	100.0%	264,067	11,063	100%	16,429	23,000	71.4%
64 TRUSTEES	81,761	100.0%	85,173	37,960	100%	15,560	42,075	37.0%
65 DIRECTOR/SOS	896,090	100.0%	995,734	75,963	100%	71,287	101,957	69.9%
66 BOARD ADMIN	2,999,284	100.0%	2,963,573	1,186,318	100%	1,020,832	1,104,107	92.5%
67 DEPT HEADS	271,369	100.0%	267,122	-	-	-	-	-
68 PUPIL TRANSP	324,404	100.0%	343,749	11,686,989	100%	11,335,773	12,191,743	93.0%
70 SCH OPER/MTCE	8,717,873	100.0%	8,007,566	6,974,567	100%	6,618,507	7,083,699	93.4%
71 SCH RENEWAL				6,491,851	100%	5,244,316	6,213,776	84%
72 OTHER PUPIL ACCOM				2,406,821	100%	2,249,629	2,216,118	102%
75 AMORTIZATION				155,639	100%	191,858	217,268	88%
78 OTH NON OPERATING				11,135	100%	104,055	-	-
80 PSAB FUTURE BENEFITS	2,330,936	100.0%	-1,888,705	11,135	100%	104,055	-	-
Grand Total	154,515,538	100.0%	147,217,714	36,224,932	100%	32,172,599	36,307,791	89%

YTD 2018-19 Exp	2018-19 Expense	YTD 2019-20 Exp	Revised 2019-20 Budget	Special Grants YTD 2018-19 Exp	Special Grants YTD 2019-20 Exp	Total YTD Expenses 2018-19	Total YTD Expenses 2019-20
92,866,710	92,866,710	91,486,944	90,298,923	98	3,050	92,866,808	91,489,994
4,558,936	4,558,936	4,047,335	4,665,916	13,778	-	4,572,114	4,047,335
15,722,180	15,722,180	15,019,324	15,184,508	-	1,020	15,722,180	15,020,344
4,087,394	4,087,394	4,101,105	4,085,780	-	-	4,087,394	4,101,105
1,518,575	1,518,575	1,198,657	1,430,761	10,297	3,054	1,528,872	1,201,711
4,248,022	4,248,022	3,107,490	4,300,598	123,093	50,439	4,371,115	3,157,929
4,038,209	4,038,209	3,416,165	3,604,542	295,506	192,530	4,333,715	3,608,695
3,365,150	3,365,150	2,938,025	3,026,110	76	-	3,365,226	2,938,025
680,238	680,238	293,531	637,145	347,516	86,830	1,027,754	380,361
3,293,910	3,293,910	2,829,436	2,843,602	17,454	112,034	3,311,364	2,941,470
7,397,592	7,397,592	7,393,225	7,349,808	14,737	1,407	7,412,329	7,394,632
4,110,294	4,110,294	3,951,861	4,059,391	16,368	-	4,126,662	3,951,861
204,300	204,300	280,496	232,005	117,603	337,852	321,903	618,348
119,721	119,721	100,732.92	127,207	-	-	119,721	100,733
972,053	972,053	1,067,021	1,070,186	70	-	972,123	1,067,021
4,185,602	4,185,602	3,984,405	3,899,644	17,371	95,867	4,202,973	4,080,272
271,369	271,369	267,122	268,946	-	-	271,369	267,122
12,011,393	12,011,393	11,679,523	12,510,009	1,078	-	12,012,471	11,679,523
15,692,440	15,692,440	14,626,073	15,171,290	3,883	-	15,696,323	14,626,073
6,491,851	6,491,851	5,244,316	6,213,776	-	-	6,491,851	5,244,316
2,406,821	2,406,821	2,249,629	2,216,118	-	-	2,406,821	2,249,629
155,639	155,639	191,858	217,268	-	-	155,639	191,858
11,135	11,135	(1,784,650)	-	-	-	11,135	(1,784,650)
2,330,936	2,330,936	1,700,688	1,725,464	-	-	2,330,936	1,700,688
190,740,470	190,740,470	179,390,313	185,138,997	978,928	884,083	191,719,398	180,274,396

Notes

Compensated salary increases for OECTA were not part of the budget figures, amount was funded as seen in increased GSN funding but creates a variance between budget and actual
Supply costs include Teachers, EA's and ECE - with school closure happening in March 2020 this reduced costs for the year and contributed to the board surplus
CUPE positions added that are funded by System Priorities and Education Worker Protection funding where not part of budget numbers causing some lines to be overbudget but offset by increased GSN funding
Other Non Operating Compensation- for 1920 YTD amount this 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 result in a reduction in GSN

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 in the amount of \$84,000 on PPE



BUSINESS AND FINANCE

Report to Committee of the Whole

Meeting: In Camera
 Open

Presented for: Information
 Approval

Meeting Date: November 9, 2020

Presented by: **Isabel Grace, Superintendent of Business/Finance**

Subject: Trustee expenses for the fiscal period 2019-2020

Recommended Action(s): None

Background:

Administrative Procedure 617 Trustee Expenses outlines the guidelines for reimbursing trustees for out-of-pocket expenses incurred in connection with carrying out the responsibilities of a Board member.

As outlined in the Administrative Procedures, a summary of expenses incurred by each trustee, including those expenses paid centrally or by other administrative staff on behalf of a trustee, will be posted on the Board's website for a twelve month period.

Included in this report is a summary of eligible expenses reimbursed to trustees or incurred on behalf of trustees under the categories of Mileage, Meeting Expenses, Events & Professional Development, and Supplies & Equipment. This summary is for the period September 1, 2019 to August 31, 2020, with comparatives of the year before. Expenses are noticeably less than the prior year due to the curtailment of many activities and meetings due to the COVID-19 restrictions.

Trustees expenditures from September 1, 2019 - August 31, 2020					
Trustees:	Mileage	Meeting Expenses	Events and Professional Development	Supplies and Equipment	Total
Ainsworth, Linda	1,391		1,033		2,424
Bernier, David	1,095		761		1,856
Griepsma, Michelle	1,943		1,090		3,033
Leal, J.Braden	0		0		0
MacKenzie, Kevin	1,336		761		2,097
McCarthy, Helen	466		1,031		1,497
Pinto, Emmanuel	0		50		50
TOTAL	\$6,231		\$4,726		\$10,957

For comparative purposes, the previous year's expenses are noted below:

Trustees expenditures from September 1, 2018 - August 31, 2019					
Trustees:	Mileage	Meeting Expenses	Events and Professional Development	Supplies and Equipment	Total
Ainsworth, Linda	2,532		5,382	0	7,914
Bernier, David	1,570		1,440	0	3,010
Ciraulo, Ruth *	41		0	0	41
Demers, Dan *	687		405	0	1,092
Dunn, Christine *	0		0	0	0
Griepsma, Michelle	2,794		7,619	0	10,413
Leal, J.Braden	0		893	51	944
MacKenzie, Kevin	1,783		747	107	2,637
McCarthy, Helen	167		1,899	0	2,066
Pinto, Emmanuel	192		4,143	51	4,386
TOTAL	\$9,766		\$22,528	\$209	\$32,503

* Term of office ended November 30, 2018



BUSINESS AND FINANCE

Report to Committee of the Whole

Meeting: In Camera
 Open

Presented for: Information
 Approval

Meeting Date: November 9, 2020

Presented by: **Isabel Grace, Superintendent of Business/Finance**

Submitted by:

Subject: St. Joseph CES, Bowmanville Proposed Bell Time Change

Recommended Action(s):

Background:

In the spring of 2020, a report was brought forward to the Board of Trustees regarding a recommended change in bell time for the 20-21 school year. As a result of the feedback received from the community at that time, and the impact of the closure of the school system due to the provincial orders related to the COVID pandemic, Administration adjusted its recommendations to the Board of Trustees such that the proposed implementation date be moved to the 2021-2022 school year, and that the community be given additional time to respond to the proposal. The report and Recommended Action was deferred for consideration and decision to the fall of 2020.

Additional responses from the community were received in April 2020 and late September 2020. Consistent with those responses received in March, the new respondents continued to express their concern regarding the negative impact the bell time change would have on their family routines. A total of 41 responses (3 positive) were received in total since March 2020.

The 2020-21 school year has brought with it many challenges for the St. Joseph, Bowmanville community including a number of students that have opted for the virtual school, a number of students opting out of transportation, a bus driver shortage resulting in cancelled bus routes, and unexpected changes in school administration.

While Administration still supports implementing a bell time change, the timing of implementation continues to be of concern. Factors that can be seen as stressors to the school community - which would be exacerbated by approving implementation of the bell time change for 21-22 – are noted below:

- transition of school administration during this school year
- the uncertainty of how the COVID pandemic will impact the remainder of the school year (and possibly the next) including loss of enrolment and transportation-eligible students
- the number of families that transfer back and forth between in-person learning and the virtual school, affecting communication and engagement of those families
- the potential requirement for further systemic transportation changes in Clarington due to the continued shortage of bus drivers.

As a result of the above, Administration is proposing to delay bringing forward any recommendations with regards to a bell time change for St. Joseph until a future period, which is still to be determined. During the intervening period, STSCO will be tasked to continue its review of traffic issues, and all Clarington bell times in light of this year's experience with bus driver shortages.


Ministry of Education

Capital and Business Support
Division

315 Front Street West
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Ministère de l'Éducation

Division du soutien aux
immobilisations et aux affaires

315, rue Front Ouest
15^e étage
Toronto (Ontario) M7A 0B8

2020:B20

Date: October 28, 2020

Memorandum to: Directors of Education
Senior Business Officials
Secretary/Treasurers of School Authorities

From: Didem Proulx
Assistant Deputy Minister of Education
Capital and Business Support Division

Subject: COVID-19 Resilience Infrastructure Stream: Education Related
(CVRIS-EDU) Projects

Recognising that COVID-19 has created new demands for infrastructure investments, a new, time limited COVID-19 Resilience Infrastructure Stream (CVRIS) is being introduced under the Investing in Canada Infrastructure Program (ICIP) to provide up to \$700 million in combined federal-provincial funding for education-related infrastructure projects.

The COVID-19 Resilience Infrastructure Stream – Education Related Projects (CVRIS-EDU) is now open to boards. School boards are invited to put forward proposals for consideration that will protect the health and wellbeing of students, staff and children in schools and co-located child care facilities.

This memorandum provides more details on the CVRIS-EDU and is structured as follows:

1. Project Eligibility
2. Application and Decision Processes
3. Next Steps and Key Contacts

1. PROJECT ELIGIBILITY

This section provides details on the types of facilities eligible under CVRIS-EDU, project activities associated with the eligible facilities, and key criteria that must be met for projects to be considered eligible.

Eligible Facilities

The CVRIS-EDU aims to support retrofits, repairs and upgrades to school board facilities to respond to the COVID-19 pandemic by supporting health and safety. Eligible facilities include:

- Elementary and secondary schools
- Continuing Education Facilities
- Child care centres co-located with school board facilities

While the priority will be given to projects in instructional facilities, school boards can identify eligible projects and opportunities in their overall portfolio.

In determining the potential needs of a co-located child care centre, school boards should consult with local Consolidated Municipal Service Managers or District Social Services Administration Boards (CMSMs/DSSABs).

Eligible Projects

Eligible projects are those where the purpose of the project is to build, modify, repair and/or reconfigure the asset to respond to the COVID-19 pandemic and provide a public benefit. These projects should focus on fixed tangible capital assets intended for public use and/or benefit that fall under one of the following themes:

- promoting occupant health and safety;
- improving facility condition (e.g., optimize air quality and water refilling stations that also improve access to safe drinking water);
- enhancing physical distancing; and
- facilitating distance learning (e.g., network and broadband infrastructure).

The CVRIS-EDU program will not support certain activities – such as purchase and installation of computers and tablets. Please refer to Appendix A for examples of eligible project activities.

Project Criteria

The following criteria must also be satisfied for project expenditures to be considered eligible:

- The project must not be receiving funding under another federal or provincial program.
- Individual projects cannot exceed \$10 million in total eligible costs.
- The project must not have been tendered before the project is approved by the federal government.
- Construction must have commenced by September 30, 2021. However, recognizing that school boards tend to undertake renewal activity in July and August during the summer break, school boards are encouraged to start projects earlier.

- Construction must be substantially complete¹ by December 31, 2021².
- Projects must be in schools that will remain open and operating until January 1, 2027.

To maximize the reach and impact of these investments, school boards are asked to consider and nominate projects across the range of eligible project categories identified in Appendix A.

Note that failure to meet program requirements, including timelines, could constitute project default and ineligibility for funding through this program. School boards would be expected to manage any ineligible costs (e.g., using existing renewal funding), as no additional funding will be made available to offset ineligible costs.

Please see Appendix B for general program requirements.

2. APPLICATION AND DECISION PROCESSES

The ministry will administer the CVRIS-EDU by assessing eligible project proposals from boards, securing approval from the provincial and federal governments, and confirming the final list of approved projects. Please refer to Appendix C for the CVRIS-EDU intake form.

Application deadline: November 18, 2020

Submit form to: Jacqueline.Chan@ontario.ca

School boards are asked to start identifying projects, in collaboration with CMSMs/DSSABs when concerning child care projects, and submit the intake form by or before November 18, 2020. Timelines have been set to reflect the need for federal approvals, as such late applications may not be considered for funding.

Project Assessment Process

The ministry will assess all eligible project proposals before making funding recommendations to the provincial and federal governments. The ministry will use an objective assessment framework including factors such as:

- likelihood of projects being completed within proposed budget and within timelines (projects that can be completed spring/summer 2021 are likely to receive higher preference);
- the broad impact of the project on health and safety of students and staff; and

¹ Substantially completed refers to the period where all significant work (except for deficiency / warrantee work) has been completed and the project/asset can be used for its intended purpose.

² For projects in remote communities, the deadline for substantial completion is December 31, 2022. A Remote Community is defined as a community with a population of less than 10,000 that is not accessible by means of an all-weather road, or a community that is accessible by means of an all-weather road and that is situated more than 161 kilometres by road from the nearest community with a population of more than 10,000 or more than 322 kilometres by road from the nearest community with a population of more than 50,000.

- facility age, condition and utilization,

3. NEXT STEPS & KEY CONTACTS

The ministry will continue to work with education partners to assess additional costs associated with addressing the COVID-19 public health emergency. If you have any questions or require additional information, please contact:

Mehul Mehta, Director
Capital and Business Support Division
(647) 448-3862
Mehul.Mehta@ontario.ca

Hitesh Chopra, Manager
Capital Policy Unit
416-258-3368
Hitesh.Chopra@ontario.ca

Sincerely,

Didem Proulx
Assistant Deputy Minister
Capital and Business Support Division

Attachments:

- Appendix A: Examples of Education-Related Eligible Project Activities
- Appendix B: General Program Requirements
- Appendix C: CVRIS Intake Form for Education Sector

Copy to:

- Facility Managers
- Children's Services Leads, Consolidated Municipal Service Managers and District Social Services Administration Boards