

2018-2019 Special Education

Special Education Advisory Committee

Monday, May 28, 2018

Achieving Believing Belonging



Presentation Overview

1. School Board Financial Reporting Cycles
2. Grants for Student Needs (GSN)
3. How does HCDSB get its Funding?
4. How does HCDSB spend its Funding?
5. 2018-19 Budget Estimates Process
6. 2018-19 Budget Estimates: Proposed Financial Position
7. 2018-19 Special Education Grant and Revenues
8. 2018-19 Special Education Budget

School Board Financial Reporting Cycles

Three Financial Reporting Cycles to the Ministry of Education

Original Budget Estimates

- Approved by the Board of Trustees and submitted to the Ministry of Education in June, before the year begins in September.
- **Dollar amounts outlined in this presentation are from the 2018-19 Budget Estimates.**

Revised Budget Estimates

- Approved by the Board of Trustees and submitted to the Ministry of Education in December, after the first quarter.
- **Dollar amounts outlined in this presentation are compared to the 2017-18 Revised Estimates.**

Audited Financial Statements

- Approved by the Board of Trustees and submitted to the Ministry of Education in November, three months after year-end.

Grants for Student Needs (GSN)

Grants for Student Needs (GSN)

Pupil Foundation Grant

- Classroom Teachers, including Specialist and Student Success Teachers
- Department Heads
- Supply Teachers
- Early Childhood Educators
- Educational Assistants (other than for Special Education)
- Elementary Supervision
- Textbook and Learning Materials
- Classroom Supplies
- Classroom Computers
- Library and Guidance Services
- Professional and Para-Professional Supports (including a portion for APSSP*)
- Classroom Consultants

*APSSP = Association of Professional Student Services Personnel, which includes Speech and Language Pathologists, Child Youth Counsellors, Social Workers, Psychometrics, Psychologists and Communicative Disorders Assistants)

Grant for Student Needs (cont.)

School Foundation Grants

- Principals
- Vice-Principals
- School Office Support Staff
- School Office Supplies

Special Purpose Grants

- ***Special Education Grant***
- Language Grant (FSL / ESL)
- First Nations, Metis and Inuit Education Supplement
- Learning Opportunities Grant
- Safe and Accepting Schools Supplement
- Continuing Education and Other Programs Grants

Grant for Student Needs (cont.)

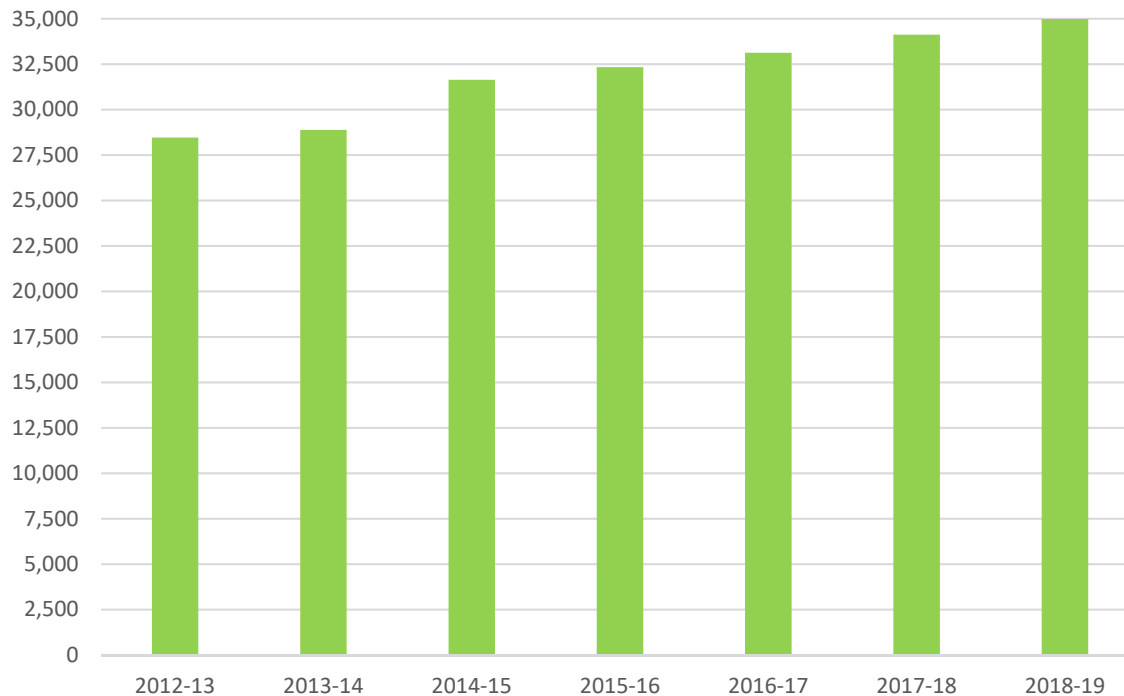
Special Purpose Grants

- Cost Adjustment and Teacher Qualifications and Experience Grant (*applies to all teaching staff, including Special Education Resource Teachers*).
- Student Transportation Grant
 - No specific funding for Special Education programs.
 - There is funding for transportation to provincial schools.
- School Board Administration and Governance Grant
- School Facility Operations and Renewal Grant
- Debt Services Support (includes interest expense and non-permanently financed capital debt)

**How does HCDSB
get its Funding?**

Enrolment - Total

Halton Catholic Total Average Daily Enrolment



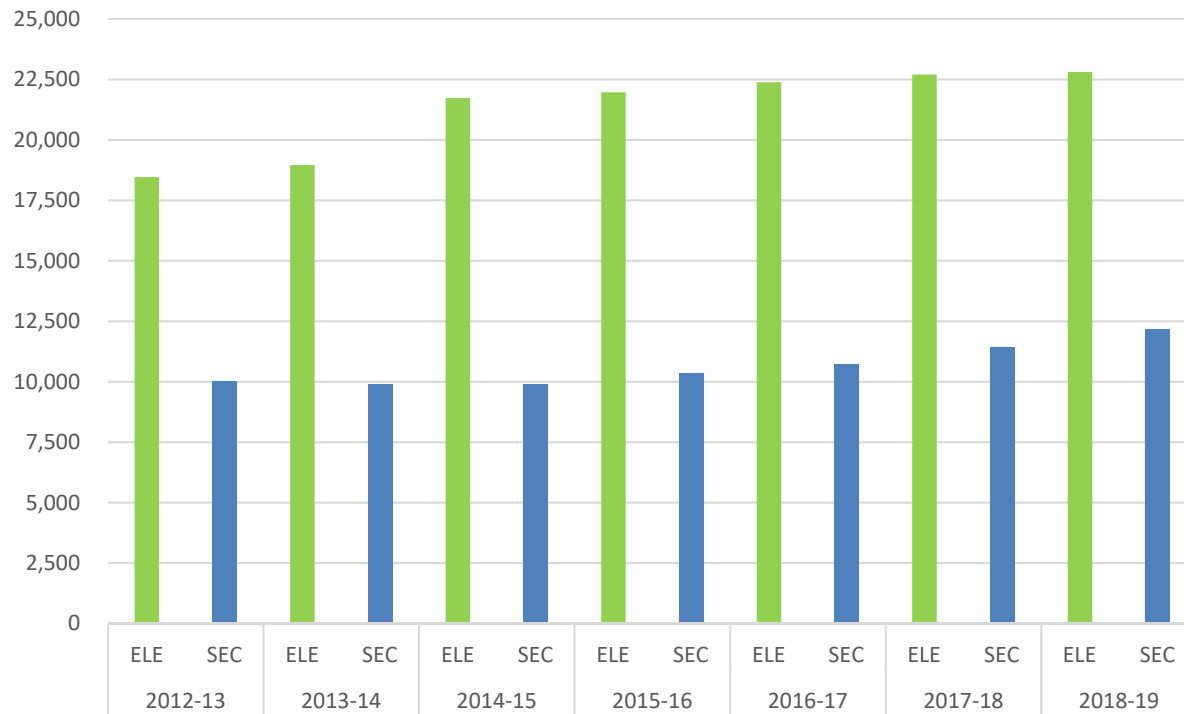
Total Halton Catholic DSB enrolment is expected to grow 2.5% over the 2017-18 Revised Estimated and 5.6% over the 2016-17 actual amounts

*** 2012-13 through 2016-17 are actual enrolment. 2017-18 is based on Revised Estimates enrolment projections and 2018-19 is based on 2018-19 Original Estimates enrolment projections.**

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Enrolment - Elementary and Secondary

Halton Catholic Elementary and Secondary Enrolment



*Estimated 2018-19
Elementary
enrolment increased
0.46% and
Secondary increased
6.67% over 2017-18
Revised Estimates*

*** 2012-13 through 2016-17 are actual enrolment. 2017-18 is based on Revised Estimates enrolment projections and 2018-19 is based on 2018-19 Original Estimates enrolment projections.**

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How Does HCDSB Receive its Funding?

The Province of Ontario determines our provincial allocation by setting the amount for Grant for Student Needs (GSN), paid to HCDSB by:

- Municipalities (our share of municipal taxes).
- The Province (the balance of our provincial allocation is paid through the GSN).

Other Provincial Revenues:

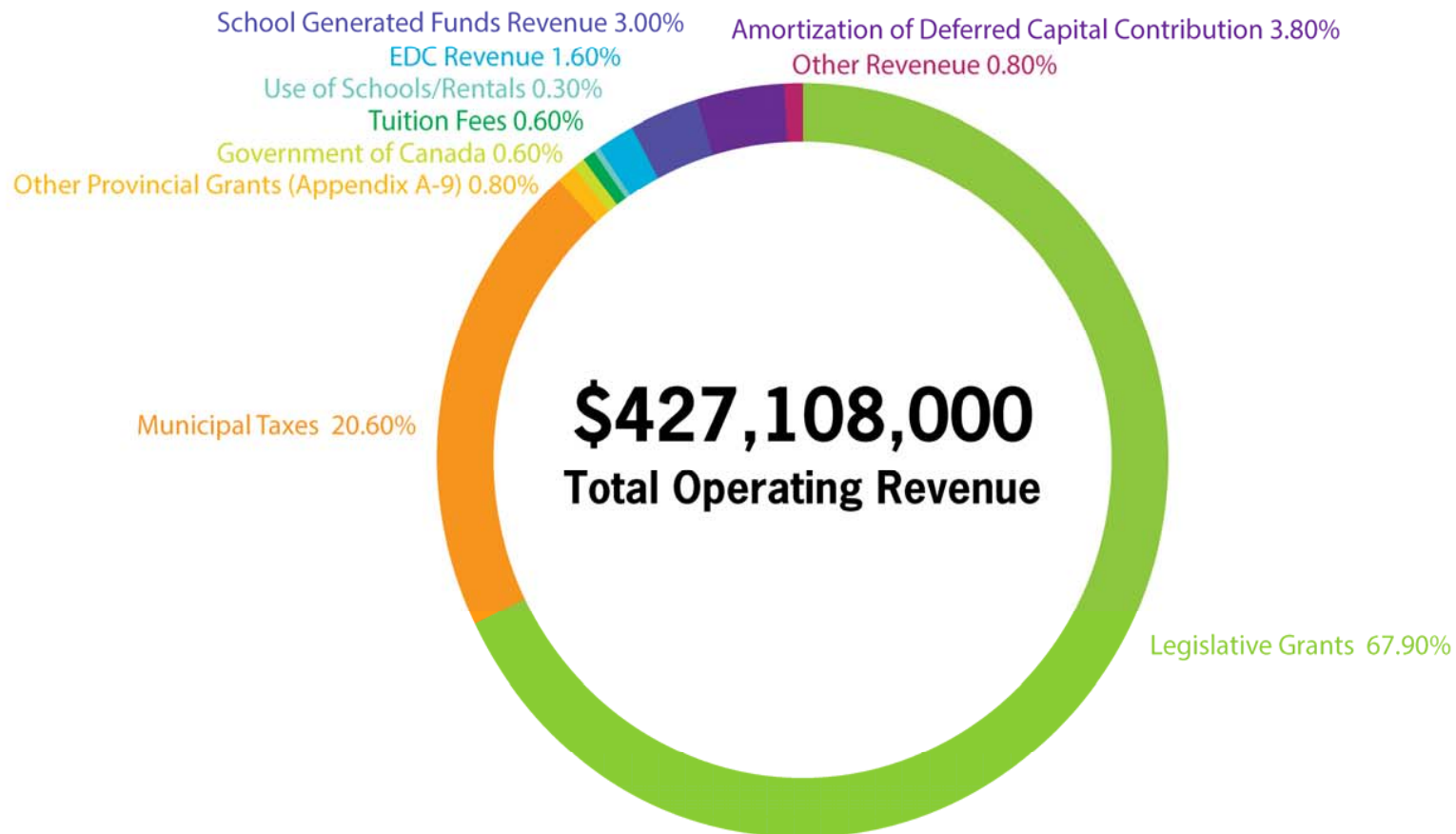
- Ministry of Education - Education Program-Other Grants (EPOs).
- Ministry of Advanced Education and Skills Development (Ontario Youth Apprenticeship Program and Literacy and Basic Skills).
- Ministry of Citizenship and Immigration (Adult ESL and FSL grant).

How Does HCDSB Receive its Funding? (cont.)

Other Revenues:

- Amortization of Deferred Capital Contributions.
- School Generated Funds.
- Language Instruction for Newcomers to Canada (LINC).
- HST Rebates.
- Tuition fees for International students.
- Community use of schools and facility rentals.
- Education Development Charges.

2018-19 Revenue Allocation-Percentage (cont.)



* "Other Revenue" Includes: Interest; Secondments; Miscellaneous; Donations and Commissions.

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2018-19 Revenue Allocation-Percentage

Revenue Source	2018-19 Budget Estimates	2017-18 Revised Estimates	2016-17 Actuals
Legislative Grants	\$289,599,000	\$272,484,000	\$257,622,000
Municipal Taxes	\$87,777,000	\$87,302,000	\$85,830,000
TOTAL GSN	\$377,376,000	\$359,786,000	\$343,452,000
Other Provincial Grants	\$3,534,000	\$3,479,000	\$3,332,000
Government of Canada	\$2,610,000	\$1,868,000	\$2,302,000
Tuition Fees	\$2,767,000	\$3,109,000	\$2,284,000
Use of Schools/Rentals	\$1,375,000	\$1,300,000	\$1,091,000
Education Development Charges	\$7,000,000	\$13,000,000	\$12,707,000
School Generated Funds	\$13,000,000	\$13,000,000	\$12,747,000
DCC Amortization	\$16,115,000	\$15,744,000	\$15,313,000
Other Revenue	\$3,331,000	\$3,810,000	\$3,780,000
OPERATING REVENUE (\$)	\$427,108,000	\$415,096,000	\$397,008,000
OPERATING REVENUE PERIOD-OVER-PERIOD CHANGE (%)	2.89%	4.56%	
Land Revenue	(\$7,000,000)	(\$13,000,000)	(\$12,707,000)
(Surplus) Deficit - Operating	(\$581,000)	(\$70,000)	(\$216,000)
Transfer from Internally Appropriated Reserves	(\$1,402,000)	(\$1,951,000)	(\$2,834,000)
PSAB Adjustment	(\$635,000.00)	(\$625,000.00)	(\$805,000.00)
TOTAL AVAILABLE REVENUE AFTER PSAB ADJUSTMENT	\$417,490,000	\$399,450,000	\$380,446,000
TOTAL PERCENTAGE CHANGE	4.52%	5.00%	

* "Other Revenue" Includes: Interest; Secondments; Miscellaneous; Donations and Commissions.

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How Does HCDSB Spend its Funding?

How Does HCDSB Spend its Funding?

81% directly on students at schools

- Classroom, school administration, transportation, continuing education and school generated funds.

15% on pupil accommodation

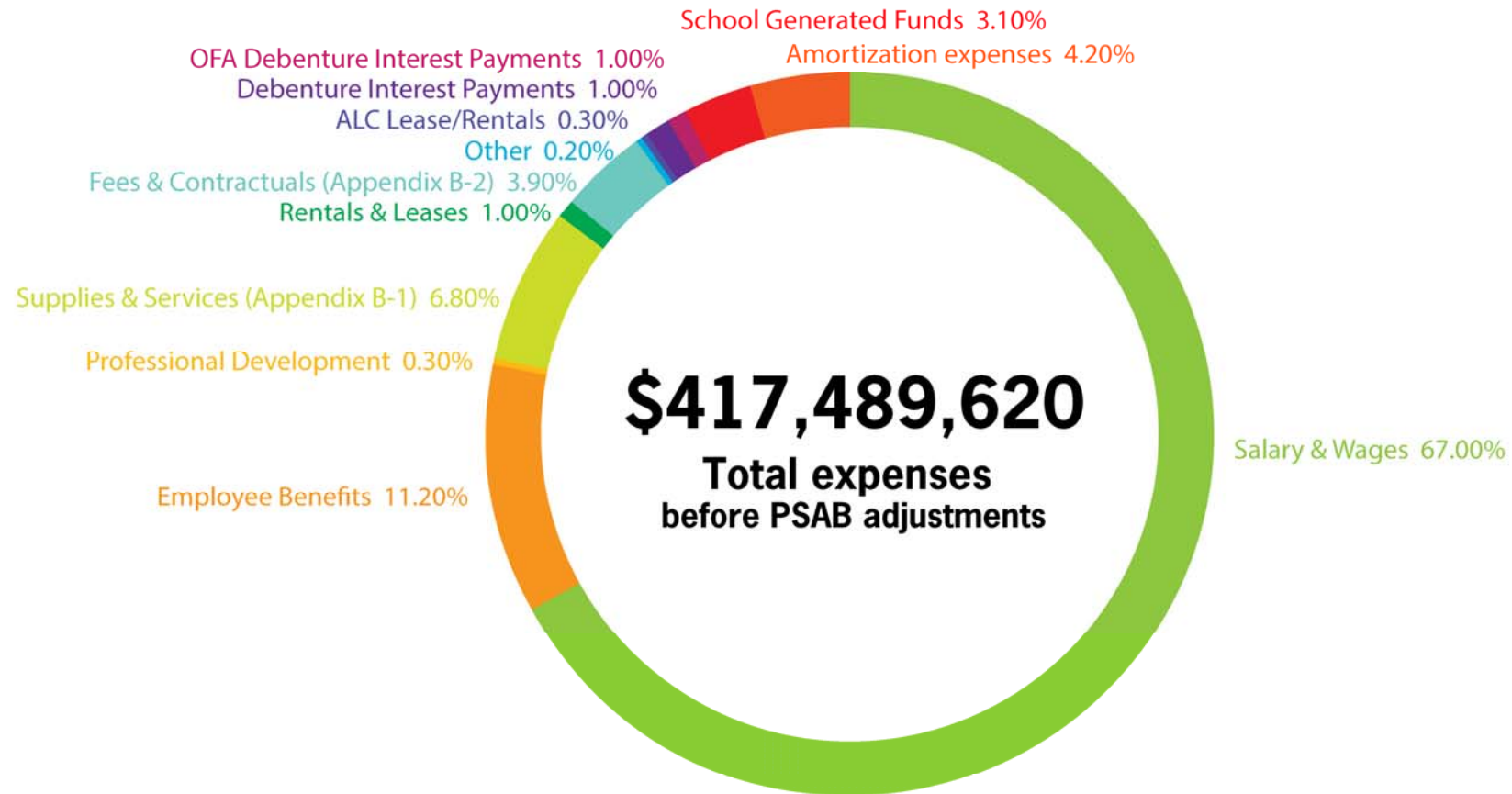
- Interest on debentures (for the construction of new schools).
- Amortization of capital assets (mostly schools).

1% on curriculum consultants/itinerant teachers (including Special Education consultants)

3% on Board administration

- Includes trustees, senior staff and central Board administration staff.

2018-19 Estimated Expense Allocation (cont.)



* "Other Revenue" Includes: Interest; Secondments; Miscellaneous; Donations and Commissions.

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2018-19 Estimated Expense Allocation

Expense	2018-19 Budget Estimates	2017-18 Revised Estimates	2016-17 Actuals
Operating Expenses			
Salary & Wages	\$280,681,000	\$268,698,000	\$255,733,000
Employee Benefits	\$46,664,000	\$44,749,000	\$43,209,000
Professional Development	\$1,052,000	\$1,031,000	\$864,000
Supplies & Services	\$28,217,000	\$27,056,000	\$23,726,000
Operating Interest	\$50,000	\$57,000	\$39,000
Rentals & Leases	\$4,136,000	\$2,552,000	\$2,548,000
Fees & Contractuals	\$16,368,000	\$14,933,000	\$14,119,000
Other	\$952,000	\$834,000	\$1,017,000
Leases / Rentals	\$1,150,000	\$1,046,000	\$981,000
TOTAL OPERATING EXPENSE	\$379,270,000	\$360,956,000	\$342,236,000
Capital Expenses	\$8,517,000	\$9,088,000	\$9,631,000
School Generated Funds	\$13,000,000	\$13,000,000	\$12,558,000
Amortization Expenses	\$17,338,000	\$17,031,000	\$16,638,000
PSAB Adjustment	(\$635,000)	(\$625,000)	(\$617,000)
TOTAL AVAILABLE EXPENSE AFTER PSAB ADJUSTMENT	\$417,490,000	\$399,450,000	\$380,446,000
Percentage Change	4.52%	5.00%	

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2018-19 Budget Estimates Process

2018-19 Budget Estimates

Budget Process

- Online Consultation (Survey) closed on February 26, 2018.
- Trustee Budget Strategy Session was conducted at the March 7, 2018.
- Telephone Town Hall meeting conducted on March 19, 2018.
- Ministry released the Grants for Student Needs (GSN) on March 26, 2018.
- GSN information reported to Board on April 3, 2018.
- First Budget Estimate draft report was presented at the Regular Board Meeting held on May 15, 2018.
- Finding Efficiencies and Savings (Survey) closed on May 18, 2018.
- **Second Budget Estimates draft report will be presented at the June 5, 2018 Regular Board Meeting.**
- **The final Budget Estimates report will be presented at the June 19, 2018 Regular Board Meeting for Trustees approval.**

**2018-19 Budget
Estimates: Proposed
Financial Position**

2018-19 Staffing Enhancements

EMPLOYEE GROUP	POSITIONS	REASON	FTE
Elementary Teachers (OECTA Elementary)	Elementary Teachers	Growth	10.0
	Elementary Pathways Itinerant Teachers	New GSN funding	8.0
	Special Education Resource Teachers	Growth	4.0
	Elementary Teachers	Experiential Learning Consultant (EPO)	1.0
TOTAL ELEMENTARY TEACHERS			23.0
Secondary Teachers (OECTA Secondary)	Secondary Teachers	Growth	44.3
TOTAL SECONDARY TEACHERS			44.3
Professional & Paraprofessional Staff (APSSP)	Child and Youth Counsellors	Multi-disciplinary teams (MDT) and mental health EPO funding	6.7
	Child and Youth Counsellors	Growth	4.5
	Social Worker	MDT funding	1.0
	Speech Language Pathologists	Mental Health EPO	3.0
	Psychologists	MDT funding	2.0
	Behaviour Analysts	Growth	2.0
TOTAL PROFESSIONAL & PARAPROFESSIONAL STAFF			19.2

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2018-19 Staffing Enhancements (cont.)

EMPLOYEE GROUP	POSITIONS	REASON	FTE
School Support Staff (CUPE)	Educational Assistants	Growth	13.0
	School Secretarial staff	Growth	0.5
	Payroll Advisor	Human Resources Transitional funding	1.0
	Early Childhood Educators	Based on current enrolment levels	(1.0)
	Custodial staff	Attrition	(4.7)
TOTAL SCHOOL SUPPORT STAFF			8.8
School Administration Staff	Elementary Principals	2 school consolidations, 1 new school	(1.0)
	Elementary Vice-Principals	Growth	1.5
	Secondary Vice-Principals	Growth	1.0
TOTAL SCHOOL ADMINISTRATION STAFF			1.5
Administrative Staff	Human Right and Equity Advisor	EPOs	1.0
	GIS/Jr Planning Officer	Capital Capacity Planning GSN and School Operations Growth	1.0
	Financial Officer (Thomas Merton Centre for Continuing Education)	Ministry of Citizenship and Immigration and Continuing Education growth	1.0
	IT Supervisor, Network Security	Current Gap	1.0
TOTAL ADMINISTRATIVE STAFF			4.0
TOTAL STAFFING ENHANCEMENTS			100.80

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2018-19 Program Enhancement

DESCRIPTION	DEPARTMENT	\$
I. Program Enhancements Presented at March 7, 2018 Trustee Budget Session		
Increases to Director's contingency budget and privacy and information management and operating costs	Director's Office	\$51,000
Increases to student accommodations, utilities, school operation, maintenance supplies and custodial services	Facility Management Services	\$1,332,000
Increases to school budgets and school contingency fund to address growth and local school needs	School Services	\$260,000
Increases to Faith Development, Student Injury Prevention resources and Alternative Education budget	School Services	\$73,000
New textbooks and learning materials, release time for capacity planning, library resources, science and tech shop safety training and resources (release time captured in Table 2)	Curriculum Services	\$290,000
Investments in network security infrastructure and increase in software license fees	Business Services	\$139,000
Increase to legal and professional fees, temporary assistance and department cost to address growth	Human Resources	\$106,000
		\$2,251,000

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2018-19 Program Enhancements (Con't)

DESCRIPTION	DEPARTMENT	\$
II. Additional Program Enhancements		
Increase to transportation costs to address growth and increase in rates	Business Services	\$811,000
Increase to fees and contractals to address changes to the Employment Standards Act	Facility Management Services	\$300,000
Temporary accommodations increase to address growth and the Assumption project	Facility Management Services	\$1,530,000
		\$2,641,000
TOTAL PROGRAM ENHANCEMENTS		\$4,892,000

2018-19 Board Financial Position

(DRAFT May 15, 2018)

2018-19 FINANCIAL POSITION AS OF MAY 15, 2018 (DRAFT)	OPENING BALANCE	IN-YEAR CHANGE	CLOSING BALANCE
Operating Surplus	\$617,000	\$581,000	\$1,198,000
Internally Restricted Reserves			
Operating Reserve (Working Funds Reserve)	\$4,146,000	\$500,000	\$4,646,000
Indigenous Reserve	\$28,000		\$28,000
Capital Reserve	\$9,384,000	\$550,000	\$9,934,000
Capital Capacity Planning Reserve	\$70,000		\$70,000
Committed Capital Projects	\$7,683,000	(\$272,000)	\$7,411,000
Sinking Fund Interest Earned	\$1,444,000	(\$76,000)	\$1,368,000
TOTAL Internally Restricted Reserves	\$22,755,000	\$702,000	\$23,457,000
TOTAL ACCUMULATED SURPLUS (DEFICIT) AVAILABLE FOR COMPLIANCE	\$23,372,000	\$1,283,000	\$24,655,000

2018-19 Proposed New Initiatives

- Non-Union Job Evaluation and 1.0 FTE Job Evaluation Officer (1 year contract); Human Resources;
- \$200,000 (one-time cost)

- Additional commissionaires for school in need; School Services;
- \$42,000 (ongoing cost)

- Electronic file project - Annual licenses / scanners / temporary Staff; Director's Office (all areas);
- \$110,000 (approximately half is ongoing cost)

- Implementation of new library system; Curriculum Services;
- \$85,000 (one-time cost)

- Budget for new music equipment; Curriculum Services;
- \$45,000 (ongoing cost)

- **TOTAL: \$482,000**

2018-19 Special Education Grant and Revenues

2018-19 Special Education Grant

The Special Education Grant provides additional funding for students who need special education programs, services and equipment.

The Special Education Grant is made up of six components:

- Special Education Per-Pupil Amount (SEPPA);
- Differentiated Special Education Needs Amount (DESNA), previously the High Needs Amount (HNA);
- Special Equipment Amount (SEA);
- Special Incidence Portion (SIP);
- Facilities Amount (FA);
- Behaviour Expertise Amount (BEA).

The Special Education Grant can only be used for Special Education expenditures; any unspent amount is treated as deferred revenue.

2018-19 Special Education Revenue

- The Special Education Allocation increased by \$1.95 million over 2017-18 Revised Estimates
 - Increase incorporates enrolment growth over prior year,
 - Maximum SIP amount per eligible claim increased from \$27,000 to \$38,016,
 - \$732,000 in Multi-disciplinary Teams resources based on 7.3 FTE staffing benchmark, and
 - \$52,000 in ABA Training funding previously allocated through an EPO.
- \$348,000 in New Mental Health Workers in Schools EPO Grant based on 2.6 FTE staffing benchmark (expected to double in 2019-20).
- Ministry announced a new investment in reducing current waitlists for assessments through a \$20.0 million provincial EPO; details by board are still pending.

2018-19 Special Education Revenue (cont.)

Grant Revenue:	Enrolment	Amt/Pupil	2018-19
Special Education Per-Pupil Amount (SEPPA)			
JK to 3	11,149.50	\$988.82	\$11,024,849
Grades 4 to 8	11,656.00	\$759.54	\$8,853,198
Grades 9 to 12	12,176.32	\$501.47	\$6,106,059
			<u>\$25,984,106</u>
Special Education Equipment Amount (SEA)			
Claims Based Amount			\$400,000
Board Amount			\$10,000
Per-Pupil Amount-Elementary	22,805.50	\$36.10	\$823,301
Per-Pupil Amount-Secondary	12,176.32	\$36.10	\$439,577
			<u>\$1,672,879</u>
Projected Measures of Variability Amount			
Projected Measures of Variability (MOV) Amount			\$3,234,842
Projected MOV Special Education Statistical Prediction Model Amount			\$12,070,668
DSENA Base Amount for Collaboration and Integration			\$456,017
Multi-Disciplinary Team Support Amount			\$394,303
Multi-Disciplinary Teams Other Staffing Resources			\$328,490
			<u>\$16,484,320</u>
Special Incidence Portion (SIP)			<u>\$1,300,000</u>

2018-19 Special Education Revenue (cont.)

Grant Revenue (con't):	Enrolment	Amt/Pupil	2018-19
Behavioural Expertise			
Behavioural Expertise Board Allocation			\$87,570
<i>Per-Pupil Amount-Elementary</i>	22,805.50	2.94	\$67,048
<i>Per-Pupil Amount-Secondary</i>	12,176.32	2.94	\$35,798
ABA Training Board Allocation			\$750
<i>Per-Pupil Amount-Elementary</i>	22,805.50	1.49	\$33,980
<i>Per-Pupil Amount-Secondary</i>	12,176.32	1.49	\$18,143
			<u>\$243,289</u>
Allocation for Pupils in Self-Contained Classes			<u>\$1,916,296</u>
Other Revenues			
Mental Health Workers in Schools-BASE Amount			\$50,000
Mental Health Workers in Schools-FTE Amount			\$297,756
Program Leadership Allocation-Mental Health Lead			\$141,124
Additional OECTA/CUPE Funding for Staff from Local Priorities			\$2,590,330
			<u>\$3,079,210</u>
PLUS: SEA Enveloping - Opening Balance			\$300,000
LESS: Funding transferred to Deferred Revenue for SEA			(\$23,879)
			<u>\$276,121</u>
TOTAL			<u>\$50,956,221</u>

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2018-19 Special Education Budget

2018-19 Special Education Expenses

- Salaries and benefits represent \$50.3 million, or 96.5% of the total Special Education budget
- Staffing numbers are expressed as Full-Time Equivalents (FTE) and \$
- The remaining \$1.8 million, or 3.5% of the budget is travel, textbooks, classroom materials, supplies, equipment and workshops
- Overall, Special Education expenditures are \$3.4 million higher than 2017-18 Revised Estimates
- Increase in expenditures over the prior year represent the increase in the overall salary benchmark, as well as the addition of:
 - 13.0 FTE Educational Assistants
 - 4.0 FTE Special Education Resource Teacher
 - 3.0 FTE Speech Language Pathologist
 - 11.2 FTE Child and Youth Counsellor
 - 2.0 FTE Psychologists
 - 2.0 FTE Behaviour Analyst
 - 1.0 FTE Social Worker
 - Various other non salary expenditures to address system wide needs
- **NOTE:** Special Education transportation cost is approximately \$2.0 million and is captured in the Transportation Budget and the salary and benefits for the Superintendent and Administrative Assistant of Special Education are covered under the Board Administration and Governance Grant.

2018-19 Special Education Expenses (cont.)

Expense:	FTE	\$
Special Education Resource Teacher Salaries and Benefits		
(Including Secondary Department Heads)	173.8	\$17,941,000
Educational Assistant Salaries and Benefits	438.8	\$23,054,000
Professionals and Paraprofessionals Salaries and Benefits		
Central Administration Staff	9.0	
Secretarial Staff	4.8	
Social Workers	13.0	
Communicative Disorders Assistants	5.9	
Child & Youth Counsellors	47.0	
Psychometrists	10.1	
Speech & Language Pathologists	9.0	
	98.8	\$8,021,000

2018-19 Special Education Expenses (cont.)

Expense (con't):	FTE	\$
Consultants Salaries and Benefits		
Educational Assistant Supervisors	2.0	\$240,376
Special Education Consultants	7.0	\$1,017,624
	9.0	\$1,258,000
Non-Spec Ed Salaries and Benefits (under BAGG)		
Superintendent of Special Education	1.0	\$0
Administrative Assistant	1.0	\$0
	Note 1 2.0	\$0
Total Salaries and Benefits Expense	722.31	\$50,274,000
Other Expenditures		\$1,824,000
TOTAL SPECIAL EDUCATION EXPENSE		\$52,098,000

Note 1: The Superintendent of Special Education and Special Education Administrative Assistant's salary and benefits are not part of the Special Education expenses. These are included in the Board Administration & Governance Grant. SpecEd Transportation are covered in the Transportation Allocation.

2018-19 Special Education Shortfall

SPECIAL EDUCATION REVENUE SHORTFALL:	\$
Special Education Revenue	50,956,000
Special Education Expenditures	52,098,000
Total Special Education Shortfall	(1,142,000)

- Shortfall expected to be approximately \$1.1 million (compared to \$0.2 million at 2017-18 Revised Estimates).
- **NOTE:** Other areas of the GSN are meant to complement special education expenses and help close this gap.

Questions?