

SPECIAL MEETING OF THE BOARD
AGENDA

Date: Tuesday, January 10, 2017
Time: Immediately Following Policy Committee Meeting
Location: Catholic Education Centre - Board Room
802 Drury Lane
Burlington, Ontario

	Pages
1. Call to Order	
1.1 Opening Prayer (P. Dawson)	
2. Declarations of Conflict of Interest	
3. Approval of the Agenda	
4. Motions Adopted at the December 20, 2016 In-Camera Meeting	
5. Action Items	
5.1 2016-2017 Revised Budget Estimates (Including September 1, 2016 to November 30, 2016 Actuals) (R. Negoj)	1 - 23
6. Staff Reports	
6.1 2017 School Consolidation Capital Funding Business Case Submissions (R. Negoj)	24 - 50
7. In Camera	
8. Rise and Report	
8.1 Adjournment	
8.2 Closing Prayer (J.M. Rowe)	

ACTION REPORT

ITEM 5.1

2016-2017 REVISED BUDGET ESTIMATES

(INCLUDING SEPTEMBER 1, 2016 TO NOVEMBER 30, 2016 ACTUALS)

PURPOSE:

To provide the Board with the 2016-2017 Revised Budget Estimates for approval.

BACKGROUND INFORMATION:

The following information regarding the Board's 2016-2017 budget process was previously provided to Trustees:

1. Action Report 8.5 – June 21, 2016 Regular Board Meeting – 2016-17 Budget Estimates (Final).
2. Staff Report 9.1 – June 7, 2016 Regular Board Meeting – 2016-17 Budget Estimates (Draft).
3. Information Report 10.4 – May 17, 2016 Regular Board Meeting – 2016-17 Budget Estimates Update.
4. Information Report 10.6 – May 3, 2016 Regular Board Meeting – 2016-17 Budget Estimates Update.
5. Information Report 10.6 – April 5, 2016 Regular Board Meeting – 2016-17 Budget Estimates Update.
6. Information Report 10.5 – April 5, 2016 Regular Board Meeting – Release of 2016-17 Grant for Student Needs.
7. Information Report 10.3 – March 10, 2016 Special Board Meeting – 2016-17 Budget Strategy Presentation.
8. Staff Report 9.2 – February 2, 2016 Regular Board Meeting – 2016-17 Budget Estimates Schedule, Objectives and Updates.
9. Information Report 11.4 – 2016-17 Grants for Student Needs (GSN) Ministry Consultation, presented at the December 1, 2015 Regular Board Meeting.

COMMENTS:

1. GENERAL (APPENDICES A-1, A-2, E, F AND G)

At the June 21, 2016 Regular Board meeting, the Board approved the 2016-2017 Budget of \$375,812,626.

The Revised Budget Estimates were due to the Ministry on December 15, 2016. As the attached Revised Budget Estimates Schedule (Appendix G) indicates, the Revised Budget Estimates was submitted to the Ministry on December 15, 2016 through the Education Finance Information System (EFIS). Any subsequent adjustments from the Board can be re-submitted in the following week.

The following table illustrates the high level changes between revenues and expenses between Original Budget Estimates and Revised Budget Estimates:

	2016-2017 Original Budget Estimates	2016-2017 Revised Budget Estimates
Revenues (after PSAB adjustment)	\$375.8 million	\$378.2 million
Expenses (after PSAB adjustment)	<u>\$375.8 million</u>	<u>\$378.2 million</u>
Operating Surplus / (Deficit)	\$15,000	\$14,000
Net Transfer to / (from) Student Success Reserve and School Activities Reserve	\$0	\$35,000
Net Transfer to School Renewal (Old) Reserve	\$0	\$0
Net Transfer to Working Funds Reserve	\$0	\$0.8 million
Net Transfer from Committed Capital Projects	(\$0.1) million	(\$0.3) million
Net Transfer from Committed Sinking Fund	<u>(\$0.2) million</u>	<u>(\$0.1) million</u>
Total Accumulated Surplus/(Deficit) Available for Compliance (In-Year)	(\$0.3) million	\$0.5 million

Appendices A-1, A-2 and F outline a summary of changes from the 2016-2017 Original Budget Estimates to the 2016-2017 Revised Budget Estimates. As outlined in the table above, the Total Accumulated Surplus/(Deficit) Available for Compliance in the 2016-2017 Revised Budget Estimates is \$0.5 million.

The increase in revenue and expenses is primarily attributed to increased enrolment and additional other provincial grants announced. Details are provided in section 2 and 3 below.

As a result of additional growth, approximately \$240,000 was allocated as follows:

- Two 0.5 Full-Time Equivalent (FTE) English as a Second Language (ESL) teachers for second semester,
- 1.0 FTE secondary teacher for second semester,
- 1.0 FTE Special Education consultant for elementary,
- 1.0 FTE Social Worker,
- 1.0 FTE Psychologist.

The Revised Budget Estimates is an important update to the Original Budget Estimates, and as such supersedes the original. The monthly budget reports presented to the Board for the remainder of the year will compare actual expenses and commitments to the Revised Budget Estimates.

2. OPERATING REVENUE PROJECTIONS (APPENDICES A-1, A-9, E AND F)

The EFIS forms have been used to calculate the provincial allocation. The Grants for Student Needs (GSN) is expected to increase by approximately \$1.4 million, as a result of higher enrolment than forecasted for Original Budget Estimates. Additional Other Provincial Grants (also referred to as Education Program Other (EPO) grants) of \$846,000 have been announced and other operating revenues and amortization of Deferred Capital Contributions have increased by a total of \$2.0 million. Overall, total revenues have increased by \$4.2 million from the Original Budget Estimates (see Appendices A-1 and F).

The Teacher Qualification and Experience Allocation (Q&E) grant is \$1.3 million, or 4.7%, lower than original budget estimates. This is primarily a result of a \$1.7 million reduction in grant to reflect efficiencies in the employee benefit cost after the insured benefits are transferred into the provincial trusts. A cost reduction has been reflected in the benefits budget calculation, to offset the grant adjustment.

Other Provincial Grants have increased by approximately \$846,000 due to grants received subsequent to preparing the Original Budget Estimates. These other provincial grants result in corresponding increases in expenses. See Appendix A-9 for a list of Other Provincial Grants.

Other operating revenue, excluding Education Development Charges (EDC), has increased by \$663,000, mainly due to increases to Language Instruction for Newcomers to Canada (LINC) revenue, international student fees, use of schools revenues and recoverable wages.

As presented in the 2015-2016 Audited Financial Statements report at the November 15, 2016 Regular Board Meeting, the Board had an Operating Accumulated Surplus of \$298,828 for 2015-2016. Appendices A-1 and F show an estimated in-year Operating Surplus of \$14,000 for 2016-2017. In addition, the Available for Compliance – Internally Appropriated Surplus is expected to be \$477,000, for an estimated Total Available for Compliance Surplus of \$491,000.

3. OPERATING EXPENSE PROJECTIONS (APPENDICES A-2 TO A-8, B, B-1 AND B-2)

The operating expense projections have increased by approximately \$2.4 million from the 2016-2017 Original Budget Estimates. This was mostly due to an increase of \$1.5 million in salaries and benefits from increasing the staffing complement, and higher sick leave and maternity leave costs. The salary and benefits component was estimated using the staffing complement at October 31, 2016, while the sick leave and maternity leave costs have been increased to reflect actual costs incurred in the 2015-2016 year and estimated costs for the teachers earned leave plan. In addition, there are \$846,000 in additional provincial grants which have offsetting expenses.

Operating expenses include a salary component (approximately 86.9%) and a non-salary component (approximately 13.1%), as indicated in Appendix B. The operating expense projections total \$340.3 million, comprised of \$258.4 million for classroom expenses, \$50.2 million for non-classroom and \$31.6 million for school operations and maintenance, as indicated in Appendix A-2.

For the non-salary component, expenses have increased by \$0.9 million from the 2016-2017 Original Budget Estimates, mainly due to a \$340,000 increase in Supplies and Services expenses related to additional EPOs and a \$476,000 increase in Fees and Contractuals related to custodial

services and transportation costs. The EPO-related expense increases are offset by a corresponding increase in Other Provincial Grants.

The Original Budget Estimates report outlined that the 2016-2017 expenses for Special Education are expected to exceed the Special Education Allocation by \$1.5 million. The Revised Estimates Special Education expenses have been updated to reflect the increase in salary and benefit costs from increasing the staffing complement as listed in section 1 above. As a result, the Special Education expenses are expected to exceed the Special Education Allocation by \$1.6 million.

The Board Administration and Governance expenses of \$9.5 million, as listed in Appendix A-5, are expected to be compliant with the Board Administration and Governance Grant (BAGG) enveloping requirements, with revenue exceeding expenses by approximately \$500,000.

4. CAPITAL BUDGET (APPENDIX D)

Appendix D shows the estimated capital spending in 2016-2017 for approved projects and the funding sources for these projects. The estimated expenses are \$17.4 million, mainly due to the new school build, full day kindergarten (FDK) addition and school condition improvement projects.

5. ENROLMENT (APPENDIX C)

The provincial funding allocation is based on estimated enrolment. Elementary and secondary enrolment is based on FTE enrolment for October 31st and March 31st. These two fixed-in-time FTE enrolment values are combined to produce the annualized Average Daily Enrolment (ADE).

The enrolment used in the Revised Budget Estimates has been updated to reflect the actual enrolment on October 31, 2016. As a result, the revised projected ADE of 22,368.50 elementary students is 1.0% higher than the elementary enrolment of 22,153.50 projected in the Original Budget Estimates. An ADE of 10,731.06 has been estimated for secondary students, which is a 1.3% increase from the 10,593.58 projected in the Original Budget Estimates. This results in an overall enrolment of 33,099.56 which is an increase of 1.1% over the Original Budget Estimates and a 2.4% increase over the 2015-2016 Actual ADE.

6. BALANCED BUDGET, ENVELOPING, FLEXIBILITY & OTHER REPORTING REQUIREMENTS

School Boards continue to be responsible for setting their budgets. Education funding recognizes that school boards need flexibility to decide how best to allocate resources within those budgets. At the same time, there are restrictions on how school boards may use certain components of their allocation. The different types of spending restrictions for boards are as follows:

1. Budgets must be balanced.
2. Class-size targets are to be met.
3. The Special Education Grant is limited to special education expenses.
4. The allocations within the Student Achievement Envelope of the Learning Opportunities Grant are limited for use collectively on seven programs.

5. The Library Staff Allocation is to be used to fund library staff.
6. Each board is required to spend at least half of the minimum funding received for the dedicated position through the First Nation, Métis, and Inuit Education Supplement Per-Pupil Amount, and confirm that any remainder has been used to support the Framework through its Board Action Plan (BAP).
7. The Mental Health Leader Allocation is to be used to ensure that each board has at least one Mental Health Leader.
8. New Teacher Induction Program (NTIP) funding is to be used for eligible NTIP expenses which are required to meet NTIP program requirements.
9. School Board Administration and Governance spending shall not exceed the grant allocation (excluding internal audit).
10. The School Renewal Allocation is primarily limited to capital renewal expenses.
11. The School Condition Improvement Allocation is to be used for renewal expenses that are capitalized.
12. Capital funding is to be used for approved capital projects.
13. The Temporary Accommodation Allocation is to be used for portable moves, leases, and purchases, as well as lease costs for permanent instructional space.
14. A portion of GSN funding is to be used first for minor tangible capital assets (furniture and equipment that is capitalized).

School boards continue to be accountable for how they use all of the revenue that they receive from education funding grants, including the revenue that they can use flexibly.

7. QUARTERLY BUDGET REPORTS (APPENDICES A-1 TO A-8)

The Revenue (Appendix A-1) and Expenses (Appendix A-2) schedules have a column showing the 2016-2017 received/spent to November 30, 2016. The amounts to November 30, 2016 are compared to the Revised Budget Estimates to show the percentage received/spent to date. At November 30, 2016, we are a quarter of the way through the fiscal year or three-tenths of the way through the academic year. Therefore, we would expect the percentage received/spent to be between 25% and 30%. This is the case for both revenues and expenses, therefore the 2016-2017 year-to-date figures appear reasonable. Additional breakdowns of the expenses are provided in Appendices A-3 to A-8. Board staff will produce this report on a quarterly basis in March 2017 and June 2017 and show the year-to-date percentages received/spent in 2015-2016 for comparison.

CONCLUSION:

The Revised Budget Estimates reflect the projected funding and proposed expense needs for 2016-2017 based on the best information currently available. The 2016-2017 Revised Budget Estimates show an in-year Operating Surplus of \$14,000, and an estimated Total Surplus Available for Compliance of \$0.5 million. The Revised Budget Estimates continues to show staff's commitment to build an operating reserve, in line with the 2016-17 Budget Objectives, by transferring \$790,000 into the operating reserve, for an accumulated total of \$3.3 million or 1% of the Halton Catholic District School Board's provincial allocation.

RECOMMENDATION:

RESOLUTION

Moved by:
Seconded by:

RESOLVED, that the Halton Catholic District School Board approve the 2016-2017 Revised Budget Estimates in the amount of \$378,227,855.

REPORT PREPARED BY:

J. CHANTHAVONG
ACTING MANAGER, BUDGET AND ACCOUNTING SERVICES

REPORT REVIEWED BY:

A. LOFTS
SENIOR ADMINISTRATOR, FINANCIAL SERVICES

REPORT SUBMITTED BY:

R. NEGOI
SUPERINTENDENT OF BUSINESS AND TREASURER OF THE BOARD

REPORT APPROVED BY:

P. DAWSON
DIRECTOR OF EDUCATION AND SECRETARY OF THE BOARD

Halton Catholic District School Board
Revenue
2016-17 Revised Estimates

	2016-17 Revised Budget Estimates <small>(in PSAB Format)</small>	2016-17 Revenues and Receipts Nov.30/16 <small>(in PSAB Format)</small>	2016-17 Remaining Balance <small>(in PSAB Format)</small>	Percent Received	2016-17 Original Budget Estimates <small>(in PSAB Format)</small>	2015-16 Actuals <small>(in PSAB Format)</small>	2014-15 Actuals <small>(in PSAB Format)</small>
OPERATING REVENUE							
Province of Ontario							
Legislative Grants	254,414,945	78,211,454	176,203,491	30.7%	253,132,369	248,710,602	237,867,168
Municipal Taxes	86,191,000	21,672,226	64,518,774	25.1%	86,119,550	85,297,338	84,272,864
	<u>340,605,945</u>	<u>99,883,680</u>	<u>240,722,265</u>	<u>29.3%</u>	<u>339,251,919</u>	<u>334,007,940</u>	<u>322,140,032</u>
Other Provincial Grants							
Prior Year Grant Adjustment - Operating	-	-	-	-	-	493,550	3,059
Other Provincial Grants (Appendix A-9)	3,143,025	1,268,542	1,874,483	40.4%	2,296,977	3,417,345	3,738,150
	<u>3,143,025</u>	<u>1,268,542</u>	<u>1,874,483</u>	<u>40.4%</u>	<u>2,296,977</u>	<u>3,910,895</u>	<u>3,741,209</u>
Other Revenue							
Government of Canada	1,686,312	149,362	1,536,950	8.9%	1,637,646	1,612,107	1,797,910
Tuition Fees	2,058,550	2,262,067	(203,517)	109.9%	1,909,750	1,408,801	785,630
Use of Schools/Rentals	1,076,000	963,935	112,065	89.6%	848,000	934,690	822,465
Cafeteria, Vending, Uniform and OCAS Revenue	-	38,130	(38,130)	-	-	57,397	35,405
Interest Revenue	50,000	34,496	15,504	69.0%	50,000	78,543	40,499
Interest Revenue on Capital	-	-	-	-	-	1,132,656	-
Donation Revenue	2,934	2,555	379	-	-	1,770	11,987
Miscellaneous Recoveries	-	45,377	(45,377)	-	-	107,059	108,796
Recoveries - Secondments	1,628,218	177,583	1,450,635	10.9%	1,497,235	1,557,414	1,161,582
Miscellaneous Revenue	1,469,857	534,580	935,277	36.4%	1,365,774	1,264,650	1,018,277
EDC Revenue	9,000,000	2,142,494	6,857,506	23.8%	8,000,000	7,751,681	8,664,543
	<u>16,971,871</u>	<u>6,350,578</u>	<u>10,621,293</u>	<u>37.4%</u>	<u>15,308,405</u>	<u>15,906,767</u>	<u>14,447,094</u>
School Generated Funds Revenue	<u>12,500,000</u>	<u>4,262,735</u>	<u>8,237,265</u>	<u>34.1%</u>	<u>12,500,000</u>	<u>12,665,806</u>	<u>11,913,498</u>
Amortization of Deferred Capital Contribution	<u>15,114,896</u>	<u>3,778,724</u>	<u>11,336,172</u>	<u>25.0%</u>	<u>14,746,120</u>	<u>14,505,808</u>	<u>13,616,163</u>
Total Operating Revenue	<u>388,335,737</u>	<u>115,544,259</u>	<u>272,791,478</u>	<u>29.8%</u>	<u>384,103,421</u>	<u>380,997,217</u>	<u>365,857,996</u>
Available for Compliance							
(Surplus) Deficit - Operating	(13,988)	-	(13,988)	0.0%	(15,383)	(298,828)	(804,226)
Available for Compliance - Transfer from (to) Internally Restricted Reserve (net) Note #1	(477,422)	285,455	(762,877)	-59.8%	341,060	(2,564,112)	(1,687,097)
Total Available for Compliance (Surplus) Deficit	<u>(491,410)</u>	<u>285,455</u>	<u>(776,865)</u>	<u>-58.1%</u>	<u>325,677</u>	<u>(2,862,940)</u>	<u>(2,491,323)</u>
Unavailable for Compliance							
Unavailable for Compliance (PSAB Adjustments)	(158,253)	-	(158,253)	0.0%	(158,253)	(150,124)	(125,387)
Amortization of EFB - Retirement Gratuity & ERIP Liability	(458,219)	-	(458,219)	0.0%	(458,219)	(458,219)	(242,811)
Amortization of EFB - Retirement/Health/Dental/Life Insurance	-	-	-	-	-	-	-
Unavailable for Compliance (Increase) Decrease in School Generated Funds	-	-	-	-	-	97,136	44,126
Revenues Recognized for Land	(9,000,000)	(2,142,494)	(6,857,506)	23.8%	(8,000,000)	(7,751,681)	(8,664,543)
Total Unavailable for Compliance (Surplus)	<u>(9,616,472)</u>	<u>(2,142,494)</u>	<u>(7,473,978)</u>	<u>22.3%</u>	<u>(8,616,472)</u>	<u>(8,262,888)</u>	<u>(8,988,615)</u>
Total Annual (Surplus) Deficit	<u>(10,107,882)</u>	<u>(1,857,039)</u>	<u>(8,250,843)</u>	<u>18.4%</u>	<u>(8,290,795)</u>	<u>(11,125,828)</u>	<u>(11,479,938)</u>
Total Revenue After PSAB Adjustments	<u>\$ 378,227,855</u>	<u>\$ 113,687,219</u>	<u>\$ 264,540,636</u>	<u>30.1%</u>	<u>\$ 375,812,626</u>	<u>\$ 369,871,388</u>	<u>\$ 354,378,058</u>

Note #1							
Transfer (to) from Working Funds Reserve	(790,000)		(790,000)		(1,800,000)	(600,000)	
Net Transfer (to) from Student Success, P.D.S.S. and School Activities Reserve	(35,000)	285,455	(320,455)		746,630	386,420	
Net Transfer (to) from School Renewal Reserve			-		(1,431,006)	(778,108)	
Net Transfer (to) from Committed Capital Projects	271,196		271,196		264,678	(156,118)	(840,016)
Net Transfer (to) from Committed Sinking Fund	76,382		76,382		76,382	76,382	144,607
	<u>(477,422)</u>	<u>285,455</u>	<u>(762,877)</u>		<u>341,060</u>	<u>(2,564,112)</u>	<u>(1,687,097)</u>

**Halton Catholic District School Board
Expenditures
2016-17 Revised Estimates**

	2016-17 Revised Budget Estimates <small>(in PSAB Format)</small>	2016-17 Expenses and Commitments Nov.30/16 <small>(in PSAB Format)</small>	2016-17 Remaining Balance <small>(in PSAB Format)</small>	Percent Spent	2016-17 Original Budget Estimates <small>(in PSAB Format)</small>	2015-16 Actuals <small>(in PSAB Format)</small>	2014-15 Actuals <small>(in PSAB Format)</small>
Classroom Instruction							
Classroom Teachers	198,266,200	51,278,244	146,987,956	25.9%	198,876,593	194,188,544	184,482,656
Occasional Teachers	3,924,000	796,737	3,127,263	20.3%	3,502,000	3,905,457	3,640,585
Early Childhood Educators (E.C.E) and Supply	8,039,250	2,086,333	5,952,917	26.0%	7,821,015	7,857,723	7,447,464
Teacher Assistants and Supply	20,798,409	5,564,878	15,233,531	26.8%	20,628,214	20,988,297	20,575,427
Textbooks & Classroom Supplies	7,309,509	1,698,368	5,611,141	23.2%	7,262,129	6,780,730	6,227,368
Computers	2,079,114	1,028,295	1,050,819	49.5%	1,750,103	2,244,284	2,072,420
Professionals, Paraprofessionals & Technical	11,314,082	2,366,283	8,947,799	20.9%	10,556,613	10,372,847	10,294,949
Library and Guidance	4,547,116	1,347,010	3,200,106	29.6%	4,949,824	4,941,029	4,673,603
Staff Development	2,144,879	748,744	1,396,135	34.9%	1,806,112	2,734,507	2,513,574
Subtotal Classroom Instruction	258,422,559	66,914,892	191,507,667	25.9%	257,152,603	254,013,418	241,928,046
Non Classroom - School Support Services							
School Administration (Appendix A-3)	20,642,269	4,993,523	15,648,746	24.2%	20,252,822	20,486,688	20,061,009
Teacher Consultants (Appendices A-3 & A-4)	4,547,166	1,124,584	3,422,582	24.7%	4,572,213	4,260,076	3,632,579
Continuing Education (Appendix A-7)	6,511,700	1,499,373	5,012,327	23.0%	6,093,367	6,076,899	6,319,030
Subtotal School Support Services	31,701,135	7,617,479	24,083,656	24.0%	30,918,402	30,823,663	30,012,619
Recoverable Expenses	1,628,218	405,607	1,222,611	24.9%	1,497,235	1,557,414	1,161,582
Other Non Classroom							
Board Administration (Appendix A-5)	9,533,874	2,185,270	7,348,604	22.9%	9,614,195	9,115,388	8,150,531
Transportation (Appendix A-8)	7,365,494	1,841,374	5,524,121	25.0%	7,272,313	6,692,172	6,747,001
Subtotal Other Non Classroom	16,899,368	4,026,643	12,872,725	23.8%	16,886,508	15,807,559	14,897,531
Pupil Accommodation							
School Operations and Maintenance	30,003,900	6,549,895	23,454,005	21.8%	29,865,723	27,935,037	28,140,743
School Renewal Projects	-	-	-	-	-	-	-
ALC and Portable Leases	1,613,000	449,581	1,163,419	27.9%	1,613,000	1,571,566	784,322
Debt Charges	47,375	-	47,375	0.0%	47,375	47,375	47,375
Other Debenture Payments (Interest only from 10-11)	9,583,205	4,187,602	5,395,603	43.7%	9,583,205	10,096,616	10,536,538
Subtotal Pupil Accommodations	41,247,480	11,187,078	30,060,402	27.1%	41,109,303	39,650,594	39,508,978
School Generated Funds Expenditures	12,500,000	2,948,621	9,551,379	23.6%	12,500,000	12,762,942	11,957,624
Amortization Expenditure	16,445,566	4,111,392	12,334,175	25.0%	16,365,046	15,864,140	15,279,876
Total Expenditures Before PSAB adjustments	\$ 378,844,326	\$ 97,211,712	\$ 281,632,614	25.7%	\$ 376,429,097	\$ 370,479,730	\$ 354,746,256
PSAB Adjustments							
Increase (Decrease) in Employee future Benefits	(458,218)	-	(458,218)		(458,218)	(458,218)	(242,811)
(Decrease) in Accrued Interest on Debenture	(158,253)	-	(158,253)		(158,253)	(150,124)	(125,387)
Total PSAB Adjustment	\$ (616,471)	\$ -	\$ (616,471)		\$ (616,471)	\$ (608,342)	\$ (368,198)
Total Expenditures After PSAB Adjustment	\$ 378,227,855	\$ 97,211,712	\$ 281,016,143		\$ 375,812,626	\$ 369,871,388	\$ 354,378,058

**Halton Catholic District School Board
Instruction Expenditures
2016-17 Revised Estimates**

	2016-17 Revised Budget Estimates <small>(in PSAB Format)</small>	2016-17 Expenses and Commitments Nov.30/16 <small>(in PSAB Format)</small>	2016-17 Remaining Balance <small>(in PSAB Format)</small>	Pct Spent	2016-17 Original Budget Estimates <small>(in PSAB Format)</small>	2015-16 Actuals <small>(in PSAB Format)</small>	2014-15 Actuals <small>(in PSAB Format)</small>
CLASSROOM							
Regular Day School							
Classroom Teachers - Salaries & Benefits	180,121,400	46,492,684	133,628,716	25.80%	180,392,211	176,165,189	167,252,729
Classroom Teachers - ESL - Salaries & Benefits	2,643,400	703,838	1,939,562	26.60%	2,831,747	2,715,521	2,505,531
Classroom Teachers - Travel	13,000	948	12,052	7.30%	12,000	12,716	12,738
Occasional Teachers - Salaries & Benefits	3,924,000	796,737	3,127,263	20.30%	3,502,000	3,905,457	3,640,585
E.C.E. (Early Childhood Educators)- Salaries & Benefits	7,739,500	2,028,383	5,711,117	26.20%	7,563,515	7,568,918	7,201,160
Supply E.C.E - Salaries and Benefits	299,750	57,950	241,801	19.30%	257,500	288,805	246,304
Textbooks and Classroom Material	5,501,294	1,496,824	4,004,470	27.20%	5,359,421	5,388,915	5,020,848
Furniture and Equipment	407,955	95,645	312,310	23.40%	315,940	633,330	466,069
Computer - Furniture and Equipment	361,114	187,557	173,557	51.90%	272,103	742,671	489,803
Computer - Supplies and Services	1,509,000	797,494	711,506	52.80%	1,469,000	1,353,609	1,347,222
Prof. & Paraprofessionals - Computer - Salaries & Benefits	2,196,550	504,891	1,691,659	23.00%	1,955,685	1,941,225	2,214,171
Prof. & Paraprofessionals - Salaries & Benefits	2,026,007	385,517	1,640,490	19.00%	1,910,960	1,866,940	1,920,914
Prof. & Paraprofessionals - Supplies & Equipment	773,525	152,599	620,926	19.70%	847,401	727,745	955,814
Library and Guidance - Salaries & Benefits	4,205,700	1,196,320	3,009,380	28.40%	4,628,974	4,560,924	4,208,441
Library and Guidance - Books & Supplies	341,416	150,690	190,726	44.10%	320,850	380,105	465,162
Staff Development	2,095,379	731,416	1,363,963	34.90%	1,731,612	2,638,563	2,439,109
Subtotal Classroom	\$ 214,158,990	\$ 55,779,492	\$ 158,379,498	26.00%	\$ 213,370,919	\$ 210,890,634	\$ 200,386,599
NON-CLASSROOM							
Regular Day School							
Teacher Consultants - Salaries & Benefits	3,041,051	725,104	2,315,947	23.80%	3,156,575	2,840,823	2,092,821
Teacher Consultants - Supplies & Services	353,089	129,619	223,470	36.70%	324,910	357,826	479,603
Subtotal Consultants	\$ 3,394,140	\$ 854,723	\$ 2,539,417	25.20%	\$ 3,481,485	\$ 3,198,649	\$ 2,572,423
School Administration							
School Administration - Salaries & Benefits	19,534,520	4,675,634	14,858,886	23.90%	19,350,744	19,256,172	18,721,994
School Administration - Supplies and Services	1,107,749	317,889	789,860	28.70%	902,078	1,230,516	1,339,015
Subtotal School Administration	\$ 20,642,269	\$ 4,993,523	\$ 15,648,746	24.20%	\$ 20,252,822	\$ 20,486,688	\$ 20,061,009
Total Regular Day School - Non Classroom	\$ 24,036,409	\$ 5,848,246	\$ 18,188,163	24.30%	\$ 23,734,307	\$ 23,685,337	\$ 22,633,432
Recoverable expenses	\$ 1,628,218	\$ 405,607	1,222,611	24.90%	\$ 1,497,235	\$ 1,557,414	\$ 1,161,582
Total Instruction	\$ 239,823,617	\$ 62,033,345	\$ 177,790,272	25.90%	\$ 238,602,461	\$ 236,133,385	\$ 224,181,614

**Halton Catholic District School Board
Special Education Expenditures
2016-17 Revised Estimates**

	2016-17 Revised Budget Estimates <small>(in PSAB Format)</small>	2016-17 Expenses and Commitments Nov.30/16 <small>(in PSAB Format)</small>	2016-17 Remaining Balance <small>(in PSAB Format)</small>	Pct Spent	2016-17 Original Budget Estimates <small>(in PSAB Format)</small>	2015-16 Actuals <small>(in PSAB Format)</small>	2014-15 Actuals <small>(in PSAB Format)</small>
CLASSROOM							
Classroom Teachers - Salaries & Benefits	15,436,800	4,077,564	11,359,237	26.40%	15,589,035	15,250,528	14,662,313
Classroom Teachers - Travel	51,600	3,211	48,389	6.20%	51,600	44,590	49,345
Teacher Assistants - Salaries & Benefits	19,811,300	5,310,736	14,500,564	26.80%	19,772,214	20,029,379	19,669,325
Supply Teacher Assistants - Salaries & Benefits	987,109	254,142	732,967	25.70%	856,000	958,918	906,102
Textbooks and Classroom Material	327,860	58,243	269,617	17.80%	314,368	326,046	363,802
Furniture and Equipment	1,072,400	47,656	1,024,744	4.40%	1,272,400	432,439	376,648
Computer Equipment	209,000	43,244	165,756	20.70%	9,000	148,004	235,395
Prof. & Paraprofessionals - Salaries & Benefits	6,220,000	1,310,703	4,909,297	21.10%	5,739,567	5,677,389	5,129,279
Prof. & Paraprofessionals - Supplies & Equipment	98,000	12,573	85,427	12.80%	103,000	159,547	74,771
Library and Guidance	-	-	-	-	-	-	-
Workshops	49,500	17,328	32,172	35.00%	74,500	95,943	74,466
Subtotal Classroom	\$ 44,263,569	\$ 11,135,400	\$ 33,128,169	25.20%	\$ 43,781,684	\$ 43,122,783	\$ 41,541,446
NON CLASSROOM							
Consultants - Salaries & Benefits	1,106,100	252,515	853,585	22.80%	1,043,802	1,013,969	1,008,226
Consultants - Supplies & Services	46,926	17,346	29,580	37.00%	46,926	47,458	51,930
Subtotal Consultants	\$ 1,153,026	\$ 269,861	\$ 883,165	23.40%	\$ 1,090,728	\$ 1,061,427	\$ 1,060,156
Total Special Education	\$ 45,416,595	\$ 11,405,261	\$ 34,011,334	25.10%	\$ 44,872,412	\$ 44,184,211	\$ 42,601,602

**Halton Catholic District School Board
Board Administration Expenditures
2016-17 Revised Estimates**

	2016-17 Revised Budget Estimates <small>(in PSAB Format)</small>	2016-17 Expenses and Commitments Nov.30/16 <small>(in PSAB Format)</small>	2016-17 Remaining Balance <small>(in PSAB Format)</small>	Pct Spent	2016-17 Original Budget Estimates <small>(in PSAB Format)</small>	2015-16 Actuals <small>(in PSAB Format)</small>	2014-15 Actuals <small>(in PSAB Format)</small>
Governance /Trustees	\$ 207,900	\$ 43,295	\$ 164,605	20.80%	\$ 207,900	\$ 155,330	\$ 168,765
Directors and Supervisory Officers							
Salaries & Benefits	1,598,300	389,083	1,209,217	24.30%	1,613,009	1,741,994	1,620,499
Supplies and Services	113,800	53,053	60,747	46.60%	113,800	126,166	117,196
Furniture & Equipment	11,065	750	10,315	6.80%	10,450	1,924	1,154
Other Expenditures	18,850	1,088	17,762	5.80%	18,850	11,097	14,603
Subtotal Directors and Supervisory Officers	\$ 1,742,015	\$ 443,974	\$ 1,298,041	25.50%	\$ 1,756,109	\$ 1,881,181	\$ 1,753,451
Business and General Administration							
Salaries & Benefits	3,463,500	762,814	2,700,686	22.00%	3,515,965	3,282,764	2,849,263
Supplies and Services	362,683	51,462	311,221	14.20%	375,073	211,330	149,458
Furniture & Equipment	30,000	2,701	27,299	9.00%	30,000	29,464	16,561
Fees & Contractual Services	528,170	94,427	433,743	17.90%	513,170	440,389	459,562
Other Expenditures	219,167	160,091	59,076	73.00%	219,167	199,230	167,165
Parent Engagement Expenses	38,627	3,660	34,967	9.50%	38,567	32,499	37,022
Subtotal Business and General Administration	\$ 4,642,147	\$ 1,075,156	\$ 3,566,991	23.20%	\$ 4,691,942	\$ 4,195,676	\$ 3,679,030
Human Resources							
Salaries & Benefits	1,491,050	337,927	1,153,123	22.70%	1,477,077	1,485,321	1,358,935
Supplies and Services	79,509	16,037	63,472	20.20%	79,509	52,589	68,799
Furniture & Equipment	9,500	882	8,618	9.30%	9,500	1,016	5,583
Fees & Contractual Services	286,353	77,957	208,396	27.20%	266,353	268,514	205,782
Other Expenditures	11,600	1,064	10,536	9.20%	11,600	15,064	3,539
Subtotal Human Resources	\$ 1,878,012	\$ 433,867	\$ 1,444,145	23.10%	\$ 1,844,039	\$ 1,822,504	\$ 1,642,639
Information Technology							
Salaries & Benefits	581,300	82,245	499,055	14.10%	580,705	581,167	367,569
Supplies and Services	23,000	7,398	15,602	32.20%	23,000	32,163	29,635
Furniture & Equipment	15,500	1,616	13,884	10.40%	15,500	10,067	20,759
Other Expenditures	5,000	3,840	1,160	76.80%	5,000	4,891	4,444
Subtotal Information Technology	\$ 624,800	\$ 95,099	\$ 529,701	15.20%	\$ 624,205	\$ 628,289	\$ 422,407
Bank Financing Charges							
Operating interest and bank charges	89,000	8,701	80,299	9.80%	140,000	59,124	134,079
Subtotal Bank Financing Charges	\$ 89,000	\$ 8,701	\$ 80,299	9.80%	\$ 140,000	\$ 59,124	\$ 134,079
Operations & Maintenance							
Utilities	145,000	27,445	117,555	18.90%	145,000	137,428	135,052
Building repairs and maintenance	103,000	28,632	74,368	27.80%	103,000	133,365	120,536
Landscape and snow removal	33,000	13,351	19,649	40.50%	33,000	39,608	24,918
Fire/Security/Monitoring	3,000	-	3,000	0.00%	3,000	1,901	5,078
Waste Disposal	3,000	-	3,000	0.00%	3,000	-	-
Contractual Services	63,000	15,751	47,249	25.00%	63,000	60,840	62,255
Subtotal Operations & Maintenance	\$ 350,000	\$ 85,178	\$ 264,822	24.30%	\$ 350,000	\$ 373,284	\$ 350,160
Total Board Administration	\$ 9,533,874	\$ 2,185,270	\$ 7,348,604	22.90%	\$ 9,614,195	\$ 9,115,388	\$ 8,150,531

Halton Catholic District School Board Pupil Accommodations Expenditures 2016-17 Revised Estimates

	2016-17 Revised Budget Estimates <small>(in PSAB Format)</small>	2016-17 Expenses and Commitments Nov.30/16 <small>(in PSAB Format)</small>	2016-17 Remaining Balance <small>(in PSAB Format)</small>	Pct Spent	2016-17 Original Budget Estimates <small>(in PSAB Format)</small>	2015-16 Actuals <small>(in PSAB Format)</small>	2014-15 Actuals <small>(in PSAB Format)</small>
School Operations							
Salaries & Benefits	10,207,500	2,155,219	8,052,281	21.10%	10,329,323	9,959,089	10,068,356
Professional Development	18,000	4,026	13,974	22.40%	18,000	12,236	22,967
Community Use of Schools	462,752	26,487	436,265	5.70%	462,752	149,920	349,479
Utilities - Hydro	4,922,195	966,868	3,955,327	19.60%	4,922,195	4,829,503	4,507,695
Utilities - Natural Gas	790,000	71,104	718,896	9.00%	790,000	566,019	754,874
Utilities - Water & Sewer	802,000	109,266	692,734	13.60%	802,000	615,435	600,906
Maintenance - Supplies and Materials	890,000	274,562	615,438	30.80%	890,000	821,780	809,061
Travel and Mileage	89,000	20,356	68,644	22.90%	89,000	67,191	64,837
Custodial equipment repairs	135,000	14,713	120,287	10.90%	135,000	108,849	119,751
Creative playground equipment	25,000	608	24,392	2.40%	25,000	11,467	10,218
Telephone	18,250	4,788	13,462	26.20%	18,250	16,213	14,055
Plant Office	20,200	2,325	17,875	11.50%	20,200	20,056	10,518
School Maintenance Services	6,692,000	1,453,887	5,238,113	21.70%	6,692,000	6,878,033	6,707,975
Furniture & Equipment	150,000	40,825	109,175	27.20%	150,000	34,361	23,470
Professional Fees	541,458	25,253	516,205	4.70%	631,458	345,430	539,000
Contractual Services - Security, Fire, etc.	3,256,255	767,042	2,489,213	23.60%	2,906,255	2,489,444	2,326,931
Insurance	728,000	556,084	171,916	76.40%	728,000	610,041	606,443
Moving expenses	46,500	4,499	42,001	9.70%	46,500	190,311	395,932
Continuing Education/ALC operating costs	209,790	51,984	157,806	24.80%	209,790	209,660	208,275
Subtotal School Operations	\$ 30,003,900	\$ 6,549,895	\$ 23,454,005	21.80%	\$ 29,865,723	\$ 27,935,037	\$ 28,140,743
New Pupil Places							
Portable Leases & Moving expenses	1,613,000	449,581	1,163,419	27.90%	1,613,000	1,571,566	784,322
Subtotal New Pupil Places	\$ 1,613,000	\$ 449,581	\$ 1,163,419	27.90%	\$ 1,613,000	\$ 1,571,566	\$ 784,322
Debt Charges							
Debt Charges-Permanent financing of NPF	47,375	-	47,375	0.00%	47,375	47,375	47,375
Subtotal Debt Charges	\$ 47,375	\$ -	\$ 47,375	0.00%	\$ 47,375	\$ 47,375	\$ 47,375
Other Debenture Payments							
LEIP - Debenture Interest	225,518	-	225,518	0.00%	225,518	245,770	265,246
Turf Loan Interest	-	-	-	-	-	-	-
OSBFC Debenture Interest	4,833,452	1,784,953	3,048,499	36.90%	4,833,452	5,129,118	5,406,551
OFA Debenture Interest	4,524,235	2,402,649	2,121,586	53.10%	4,524,235	4,721,729	4,864,741
Subtotal Other Debenture Payments	\$ 9,583,205	\$ 4,187,602	\$ 5,395,603	43.70%	\$ 9,583,205	\$ 10,096,616	\$ 10,536,538
Total Pupil Accommodations	\$ 41,247,480	\$ 11,187,078	\$ 30,060,402	27.10%	\$ 41,109,303	\$ 39,650,594	\$ 39,508,978

Halton Catholic District School Board
Continuing Education/Adult Learning Centre Expenditures
2016-17 Revised Estimates

Appendix A-7

Continuing Education

	2016-17 Revised Budget Estimates <small>(in PSAB Format)</small>	2016-17 Expenses and Commitments Nov.30/16 <small>(in PSAB Format)</small>	2016-17 Remaining Balance <small>(in PSAB Format)</small>	Pct Spent	2016-17 Original Budget Estimates <small>(in PSAB Format)</small>	2015-16 Actuals <small>(in PSAB Format)</small>	2014-15 Actuals <small>(in PSAB Format)</small>
Salaries & Benefits	5,303,505	1,126,204	4,177,301	21.20%	4,936,059	4,996,089	5,224,601
Supplies and Services	226,079	58,879	167,200	26.00%	206,692	186,691	190,614
Furniture & Equipment	27,000	2,293	24,707	8.50%	17,000	5,811	11,945
Fees & Contractual Services	36,600	5,055	31,545	13.80%	25,100	13,314	39,094
ALC Leases/Rentals	918,516	306,942	611,574	33.40%	908,516	874,994	852,776
Total Continuing Education	\$ 6,511,700	\$ 1,499,373	\$ 5,012,327	23.00%	\$ 6,093,367	\$ 6,076,899	\$ 6,319,030

**Halton Catholic District School Board
Transportation Expenditures
2016-17 Revised Estimates**

	2016-17 Revised Budget Estimates <small>(in PSAB Format)</small>	2016-17 Expenses and Commitments Nov.30/16 <small>(in PSAB Format)</small>	2016-17 Remaining Balance <small>(in PSAB Format)</small>	Pct Spent	2016-17 Original Budget Estimates <small>(in PSAB Format)</small>	2015-16 Actuals <small>(in PSAB Format)</small>	2014-15 Actuals <small>(in PSAB Format)</small>
Transportation - General							
Salaries & Benefits	398,417	99,604	298,813	25.00%	386,668	380,711	360,708
Supplies and Services	57,203	14,301	42,902	25.00%	54,891	26,337	26,613
Furniture & Equipment	6,101	1,525	4,576	25.00%	6,521	3,424	10,668
Fees & Contractual Services	118,545	29,636	88,909	25.00%	115,385	102,397	104,869
Subtotal Transportation - General	<u>580,266</u>	<u>145,067</u>	<u>435,200</u>	<u>25.00%</u>	<u>563,465</u>	<u>512,869</u>	<u>502,858</u>
Transportation - Home to School	<u>6,785,228</u>	<u>1,696,307</u>	<u>5,088,921</u>	<u>25.00%</u>	<u>6,708,848</u>	<u>6,179,303</u>	<u>6,244,143</u>
Total Transportation	<u><u>\$ 7,365,494</u></u>	<u><u>\$ 1,841,374</u></u>	<u><u>\$ 5,524,121</u></u>	<u><u>25.00%</u></u>	<u><u>\$ 7,272,313</u></u>	<u><u>\$ 6,692,172</u></u>	<u><u>\$ 6,747,001</u></u>

**Halton Catholic District School Board
Other Provincial Grants
2016-17 Revised Estimates**

Grant Description	2016-17 Revised Budget Estimates	2016-17 Actual Nov.30/16	2016-17 Original Budget Estimates
A.Prkacin - EPO			
French As A Second Language	113,612	68,167	113,612
Early Years-EDI	26,480	26,480	
Early Leadership Strategy	95,130	47,565	95,130
Renewed Math Strategy	468,986	328,290	422,458
	704,208	470,502	631,200
B. Browne - EPO			
Autism Support And Training	49,926	34,948	49,926
Learning For All			46,528
Ontario Autism Program	174,809	134,066	
Board Leadership Development Strategy (BLDS)	52,571	31,543	
	277,306	200,558	96,454
C. McGillicuddy - EPO			
Specialist Highskills Major (SHSM) Special Funding	61,053		
Re-Engagement 12 & 12+	4,469	4,469	
Gap Closing Grade 7-12	32,340	22,638	
	97,862	27,107	-
C.Cipriano-EPO			
Parents Reaching Out (PRO)	40,604	40,604	
Parents Reaching Out - Regional	12,500		
Teacher Learning & Leadership Program-PKE	44,243	4,243	
Teacher Learning & Leadership Program-Mahler	32,360	19,793	
Teacher Learning & Leadership Program-Ramirez	14,121	6,998	
Teacher Learning & Leadership Program-Daugherty	47,033	35,033	
Teacher Learning & Leadership Program-Brun Del Re	23,930	16,305	
	214,791	122,976	-
T. Pinelli - EPO			
Safe, Equitable And Inclusive Schools	90,849		90,849
	90,849	-	90,849
J. OHara - EPO			
Transitional Support-MOU	68,083	68,083	80,473
	68,083	68,083	80,473
G. Corbaccio - EPO			
Outreach Coordinator	73,600	46,000	73,600
	73,600	46,000	73,600
Sub-total	\$ 1,526,699	\$ 935,225	\$ 972,576
O.Y.A.P GRANT	106,439	63,863	106,439
LBS Grants	98,400	38,634	98,400
Province Of Ontario-ALC	1,052,668		1,119,562
PBLA 1X FUNDING	38,819	38,819	
Province of Ontario-H.O.M.E	320,000	192,000	
Sub-total	\$ 1,616,326	\$ 333,316	\$ 1,324,401
Total Other Provincial Grants per A-1	\$ 3,143,025	\$ 1,268,542	\$ 2,296,977

**Halton Catholic District School Board
Summary of Expenses by Expense Type
2016-17 Revised Budget Estimates**

	2016-17 Revised Budget Estimates	% of total budget	\$ increase (from Original to Revised)	% increase (from Original to Revised)	2016-17 Original Estimates	% of total budget	2015-16 Actuals	% of total budget	2014-15 Actuals	% of total budget
<i>Operating</i>										
Salary & Wages	252,924,721	74.3%	1,850,945	0.7%	251,073,776	74.3%	246,968,434	74.6%	235,521,943	74.3%
Employee Benefits	42,724,343	12.6%	(396,149)	-0.9%	43,120,492	12.8%	42,816,128	12.9%	41,107,146	13.0%
Total Salaries and Benefits	295,649,064	86.9%	1,454,796	0.5%	294,194,268	87.1%	289,784,562	87.5%	276,629,089	87.3%
Professional Development	845,123	0.2%	(41,671)	-4.7%	886,794	0.3%	919,141	0.3%	762,284	0.2%
Supplies & Services (Appendix B-1)	25,391,844	7.5%	340,475	1.4%	25,051,369	7.4%	24,081,126	7.3%	23,173,453	7.3%
Replacement Furniture & Equipment	26,500	0.0%	-	0.0%	26,500	0.0%	6,066	0.0%	2,815	0.0%
Operating Interest	89,000	0.0%	(51,000)	-36.4%	140,000	0.0%	59,124	0.0%	134,079	0.0%
Rentals & Leases	2,269,216	0.7%	1,233	0.1%	2,267,983	0.7%	2,222,375	0.7%	1,752,711	0.6%
Fees & Contractuals (Appendix B-2)	14,213,958	4.2%	476,419	3.5%	13,737,539	4.1%	12,436,718	3.8%	12,643,350	4.0%
Other	864,959	0.3%	144,457	20.1%	720,502	0.2%	866,335	0.3%	974,287	0.3%
ALC Lease/Rentals	918,516	0.3%	10,000	1.1%	908,516	0.3%	874,994	0.3%	852,775	0.3%
Total Other Operating	44,619,116	13.1%	879,913	2.0%	43,739,203	12.9%	41,465,879	12.5%	40,295,754	12.7%
Total Operating	340,268,180	100.0%	2,334,709	0.7%	337,933,471	100.0%	331,250,441	100.0%	316,924,843	100.0%
<i>Capital</i>										
Debt Charges & Interest	47,375	0.5%	-	-	47,375	0.5%	47,375	0.4%	47,375	0.4%
Turf Loan Interest Payments		0.0%	-	-		0.0%	-	0.0%	-	0.0%
OSBFC Debenture Interest Payments	4,833,452	50.2%	-	0.0%	4,833,452	50.2%	5,129,118	48.5%	5,406,551	51.1%
OFA Debenture Interest Payments	4,749,753	49.3%	-	0.0%	4,749,753	49.3%	4,967,499	47.0%	5,129,987	48.5%
Total Capital	9,630,580	100.0%	-	0.0%	9,630,580	100.0%	10,143,992	100.0%	10,583,913	100.0%
<i>PSAB Adjustments</i>										
School Generated Funds	12,500,000	44.1%	-	0.0%	12,500,000	44.3%	12,762,942	3.9%	11,957,624	3.8%
Amortization expenses	16,445,566	58.1%	80,520	0.5%	16,365,046	57.9%	15,864,140	4.8%	15,279,876	4.8%
Increase in Employee Future Benefits	(458,218)	-1.6%	-	-	(458,218)	-1.6%	458,218	1.6%	(242,811)	-0.9%
(Decrease) in Accrued Interest on Debenture	(158,253)	-0.6%	-	0.0%	(158,253)	-0.6%	(150,124)	-0.5%	(125,387)	-0.5%
	(616,471)	-2.2%	-	0.0%	(616,471)	-2.2%	308,094	1.1%	(368,198)	-1.4%
Total PSAB Adjustments	28,329,095	100.0%	80,520	0.3%	28,248,575	100.0%	28,935,176	8.7%	26,869,302	8.5%
Total expenses	\$ 378,227,855	100.0%	2,415,229	0.6%	\$ 375,812,626	100.0%	\$ 370,329,609	100.0%	\$ 354,378,058	100.0%

Halton Catholic District School Board
Supplies and Services
2016-17 Revised Budget Estimates

Appendix B-1

Description	2016-17 Revised Budget Estimates	2016-17 Budget Estimates	2015-16 Actual	2014-15 Actual
Advertising	\$ 120,373	\$ 96,418	\$ 181,228	\$ 102,861
Application Software	98,209	98,209	42,871	151,959
Asphalt/Concrete	350,000	350,000	323,740	170,993
Assoc. & Membership Fees-Board	4,000	4,000	3,672	3,672
Audio Visual Materials	150,500	150,500	134,999	102,008
Automobile Reimbursement	429,916	425,264	392,482	387,778
Copying Instructional	371,900	372,600	219,029	282,397
Convention/Conferences	12,500	-	13,811	1,295
Field Trips	749,479	627,124	750,773	757,998
Instructional Materials	2,228,255	1,907,364	1,320,276	1,493,650
Instructional Supplies	1,847,936	2,284,739	2,882,140	2,486,489
Library Books	241,720	238,460	241,584	300,114
Maintenance Supplies & Services *	6,956,731	6,958,111	6,868,943	7,035,141
Miscellaneous	60,020	42,060	81,097	74,645
Non-Capital Furniture & Equipment	2,070,435	1,887,564	2,950,054	2,607,579
Office Supplies & Services	234,389	103,220	227,348	273,342
Other Travel Expense	12,350	12,350	14,586	16,172
Other Strategic Communication	4,150	4,150	-	7,463
Periodicals	32,600	32,600	42,315	56,335
Plant Operations Supplies	905,000	905,000	746,008	824,895
Postage	23,065	19,984	36,652	38,796
Printing & Photocopying	269,823	267,520	351,280	317,034
Recruitment Of Staff	22,800	22,800	31,302	66,953
Repairs	339,274	329,274	248,038	306,632
SGF Reimbursements			(2,126,136.0)	(1,983,375.0)
Telecommunications	466,669	462,135	607,238	550,167
Textbooks & Learning Materials	552,265	612,438	1,177,340	629,834
Utilities - Electricity	5,160,485	5,160,485	5,078,962	4,695,280
Utilities - Heating (Gas & Other)	815,000	815,000	580,736	774,064
Utilities - Water & Sewage	812,000	812,000	624,343	607,199
Vehicle Maintenance & Supplies	40,000	40,000	22,991	34,083
Waste disposal	10,000	10,000	11,424	
	<u>\$ 25,391,844</u>	<u>\$ 25,051,369</u>	<u>\$ 24,081,126</u>	<u>\$ 23,173,453</u>

*Including heating & cooling maintenance costs of \$1.8M, snow removal costs of \$1.2M, general & other repairs & maintenance of \$2.9M, and electrical repairs of \$1.0M

Halton Catholic District School Board
Fees and Contractual Expenses
2016-17 Revised Estimates

Description	2016-17 Revised Budget Estimates	2016-17 Budget Estimates	2015-16 Actual	2014-15 Actual
Audit Fees	\$ 85,998	\$ 71,277	\$ 83,007	\$ 97,330
Legal Fees	247,680	247,384	182,805	282,001
Other Professional Fees*	712,751	785,169	478,237	679,264
Other Contractual Services**	1,389,415	1,324,528	1,309,156	1,355,698
Contractual Custodial Services	2,894,125	2,544,125	2,243,981	2,166,391
Contractual-Waste Disposal	225,000	225,000	198,742	145,196
Miscellaneous	35,000	35,000	173,812	
Transportation	6,903,773	6,824,233	6,281,700	6,349,012
Temporary Assistance	39,500	39,500	44,867	118,014
Courier	134,250	134,250	100,983	102,401
Software Fees & Licenses	692,064	652,775	614,692	632,860
Hardware Maintenance	100,000	100,000	96,919	93,040
Insurance	754,402	754,298	627,818	622,143
	<u>\$ 14,213,958</u>	<u>\$ 13,737,539</u>	<u>\$ 12,436,719</u>	<u>\$ 12,643,349</u>

*Including Plant & Maintenance Professional fees of \$498,366, HR fees for grievances/negotiations & job evaluations of \$63,119, Special Education psychological assessment fees of \$65,000, Transportation Consortium Accounting fees of \$11,174, etc.

** Including commissionaires expenses (School Services) of \$270,000, employee assistance program (Human Resources) of \$173,200, Ceridian fee (Payroll Services) of approximately \$148,000, infrastructure and cabling services (IT) for \$155,000, and Halinet/CanCopy (Curriculum Services) \$125,000, Spec. Ed Complex needs of \$57,100 & Contractual BAS(K212) of \$90,000

**Halton Catholic District School Board
Average Daily Enrolment (ADE)
2016-17 Revised Estimates**

	2016-17 REVISED ESTIMATES				2016-17 ORIGINAL ESTIMATES				2015-16 Actual ADE
	Actual FTE Oct 31/16	Projected FTE Mar 31/17	2016-17 Revised ADE	% Change	Projected FTE Oct 31/16	Projected FTE Mar 31/17	2016-17 Original ADE	% Change	
JK	2,040.00	2,048.00	2,044.00	5.9%	1,930.00	1,930.00	1,930.00	-4.6%	2,064.50
SK	2,195.00	2,203.00	2,199.00	1.1%	2,175.00	2,175.00	2,175.00	-4.3%	2,212.00
Gr. 1 to 3	6,891.00	6,916.00	6,903.50	-0.2%	6,893.00	6,939.00	6,916.00	0.9%	6,725.50
Gr. 4 to Gr. 8	11,215.00	11,229.00	11,222.00	0.8%	11,132.00	11,133.00	11,132.50	1.4%	10,964.00
Elementary Day School Enrolment	22,341.00	22,396.00	22,368.50	1.0%	22,130.00	22,177.00	22,153.50	0.1%	21,966.00
Secondary Day School Enrolment	10,866.63	10,595.48	10,731.06	1.3%	10,766.73	10,420.43	10,593.58	3.4%	10,371.55
Total Day School ADE	33,207.63	32,991.48	33,099.56	1.1%	32,896.73	32,597.43	32,747.08	1.2%	32,337.55

Notes: ADE - Average Daily Enrolment

FTE - Full Time Equivalent

Average Daily Enrolment (ADE) is based on 50% of March 31 FTE plus 50% Oct 31 FTE

% change equals the increase (decrease) in ADE from the prior year, or prior cycle

**Halton Catholic District School Board
Capital Budget
2016-17 Revised Budget Estimates**

Projects	Total Estimated Capital Budget	Funding Sources						
		Capital Priorities	Child Care Capital	Full Day Kindergarten	School Condition Improvement	School Renewal	Other	Total Funding
St. Gregory the Great - New School	15,921,314	1,106,741	908,217					2,014,958
Holy Rosary (M) - Addition	5,075,000	413,430		3,054,119				3,467,549
FDK Playground Equipment	2,370,000			850,000		1,520,000		2,370,000
School Improvement Projects	9,553,280				6,184,380	3,368,900		9,553,280
								-
								-
TOTAL	32,919,594	1,520,171	908,217	3,904,119	6,184,380	4,888,900	-	17,405,788

Halton Catholic District School Board
GSN Calculations
2016-17 Revised Budget Estimates

Appendix E

	2016-17 Revised Budget	% Change from 2016-17 Original	% Change from 2015-16 Actuals	2016-17 Original Budget	2015-16 Actuals	2014-15 Actuals
Enrolment Forecast - JK/SK	4,243.00	3.36%	-0.78%	4,105.00	4,276.50	4,282.00
- 1 to 3	6,903.50	-0.18%	2.65%	6,916.00	6,725.50	6,512.50
- 4 to 8	11,222.00	0.80%	2.35%	11,132.50	10,964.00	10,935.50
Enrolment Forecast - Elementary	22,368.50	0.97%	1.83%	22,153.50	21,966.00	21,730.00
- Secondary	10,731.06	1.30%	3.47%	10,593.58	10,371.55	9,905.23
	33,099.56	1.08%	2.36%	32,747.08	32,337.55	31,635.23
Pupil Foundation Grant - JK/SK	25,888,749	3.36%	0.27%	25,046,740	25,818,086	25,887,216
Pupil Foundation Grant - 1 to 3	38,497,782	-0.18%	3.73%	38,567,489	37,112,923	35,989,052
Pupil Foundation Grant - 4 to 8	52,122,487	0.80%	3.43%	51,706,789	50,395,368	50,335,450
Pupil Foundation Grant - Secondary	62,156,768	1.30%	4.54%	61,360,452	59,458,644	56,865,529
Supply Teacher Adjustment for Elementary						
Supply Teacher Adjustment for Secondary						
Total Pupil Foundation Allocation	178,665,786	1.12%	3.40%	176,681,471	172,785,021	169,077,247
School Foundation Grant - Elementary	14,507,630	0.80%	2.33%	14,392,226	14,177,317	14,060,194
School Foundation Grant - Secondary	7,034,643	0.97%	2.56%	6,967,133	6,858,828	6,655,915
Additional Compensation for Principals & Vice Principals	153,827			153,827		
Total School Foundation Allocation	21,696,100	0.85%	3.14%	21,513,186	21,036,145	20,716,109
SEPPA - JK to Grade 3	10,587,726	1.14%	3.35%	10,468,517	10,244,182	10,075,802
SEPPA - Grade 4 to 8	8,187,796	0.80%	4.41%	8,122,495	7,841,672	7,840,535
SEPPA - Secondary	5,170,976	1.30%	5.52%	5,104,728	4,900,350	4,691,612
Special Education Equipment Amount	1,464,927	-7.59%	3.02%	1,585,202	1,421,929	1,442,641
Special Incidence Portion	985,000	4.23%	0.23%	945,000	982,715	833,745
High Needs Amount	15,142,306	0.26%	0.69%	15,103,042	15,038,961	14,658,480
Behavioural Expertise	179,361	0.56%	2.32%	178,356	175,287	173,424
Total Special Education Allocation	41,718,092	0.51%	2.74%	41,507,340	40,605,096	39,716,239
Total Language Allocation	7,215,316	0.97%	8.21%	7,146,222	6,667,758	6,361,233
Total Learning Opportunities Allocation	2,907,966	1.20%	19.36%	2,873,414	2,436,271	2,388,581
Total Continuing Education and Other Programs Allocation	2,112,403	-6.43%	0.87%	2,257,578	2,094,081	2,237,815
Total Teacher Qualification and Experience Allocation	24,631,519	-5.50%	-12.04%	26,066,430	28,003,275	23,266,841
ECE Q&E Allocation	2,154,075	5.39%	9.15%	2,043,938	1,973,447	1,639,591
New Teacher Induction Program (NTIP)	254,330	45.33%	43.41%	175,000	177,339	140,550
Restraint Savings	(140,878)	0.00%	0.00%	(140,878)	(140,878)	(140,878)
Total Transportation Allocation	7,009,984	1.75%	1.12%	6,889,307	6,932,619	6,771,491
Total Administration and Governance Allocation	8,963,405	0.75%	3.97%	8,896,503	8,620,873	8,448,467
Total School Operations Allocations	31,143,758	0.89%	2.86%	30,869,452	30,276,439	29,458,926
Community Use of Schools	422,752	0.00%	3.52%	422,752	408,367	390,843
First Nations, Metis and Inuit Education Supplement	299,217	-6.72%	66.81%	320,788	179,380	193,949
Safe Schools	544,563	1.09%	3.38%	538,700	526,756	516,426
Permanent Financing of NPF	47,375	0.00%	0.00%	47,375	47,375	47,375
Labour-related enhancements						
TOTAL: OPERATING (Note 2)	329,645,763	0.47%	2.17%	328,108,578	322,629,364	311,230,805
Deduct:						
Minor TCA	(8,241,144)	0.47%	2.17%	(8,202,714)	(8,065,734)	(7,780,770)
Add:						
Temporary Accommodations - Portable Leasing		0.00%	-100.00%		1,571,566	774,270
Trustees' Association Fee	43,017	0		43,017	43,017	
TOTAL OPERATING ALLOCATION	321,447,636	0.47%	1.67%	319,948,881	316,178,213	304,224,305
Capital Grants	12,516,887	48.50%	-34.76%	8,428,733	19,185,950	1,909,384
Minor TCA	8,241,144	0.47%	2.17%	8,202,714	8,065,734	7,780,770
School Renewal Allocation (Note 2)	4,343,332	15.05%	1.01%	3,775,326	4,299,852	3,729,899
School Condition Improvement		0.00%	0.00%			2,576,401
Temporary Accommodations - Capital	1,729,000	0.00%	911.50%	1,729,000	170,934	
Retrofitting School Space for Child Care		0.00%	0.00%		-	12,900
Short Term Interest on Capital		0.00%	-100.00%		39,370	207,543
Capital Debt Support - Interest Portion (Note 2)	9,039,007	0.00%	-4.91%	9,039,007	9,505,993	9,901,846
TOTAL CAPITAL ALLOCATION	35,869,370	15.06%	-13.08%	31,174,780	41,267,833	26,118,743
TOTAL FUNDING ALLOCATION	\$ 357,317,006	1.76%	-0.04%	\$ 351,123,661	\$ 357,446,046	\$ 330,343,048

Halton Catholic District School Board
Operating and Capital - Revenues and Expenditures
2016-17 Revised Budget Estimates

Appendix F

	2016-17 Revised Budget Estimates	2016-17 Budget Estimates	Changes
Revenue			
Province of Ontario-GSN & Municipal tax	340,605,945	339,251,919	1,354,026
Other Provincial Grants	3,143,025	2,296,977	846,048
Other Operating (Note 1)	16,971,871	15,308,405	1,663,466
Amortization of Deferred Capital Contribution	15,114,896	14,746,120	368,776
School Generated Funds	12,500,000	12,500,000	-
Unavailable for Compliance			
Employee Future Benefits and Interest Accrual	(616,472)	(616,472)	-
Revenues Recognized for Land	(9,000,000)	(8,000,000)	(1,000,000)
Total Revenue	\$ 378,719,265	\$ 375,486,949	\$ 3,232,316
Expenditures			
Operating			
Salary and Benefits (Note 2)	295,649,064	294,194,268	1,454,796
Other Operating Expenditures (Note 3)	44,619,116	43,739,203	879,913
Capital			
OSBFC Debenture Payments	4,880,827	4,880,827	-
OFA Debenture Payments	4,749,753	4,749,753	-
PSAB			
Amortization Expense (Note 4)	16,445,566	16,365,046	80,520
School Generated Funds	12,500,000	12,500,000	-
Employee Future Benefits and Interest Accrual	(616,471)	(616,471)	-
Total Expenses	\$ 378,227,855	\$ 375,812,626	\$ 2,415,229
In-Year Surplus (Deficit) Available for Compliance - Unappropriated	\$ 13,988	\$ 15,383	\$ (1,395)
Surplus (Deficit) Available for Compliance	\$ 491,410	\$ (325,677)	\$ 817,087

Note 1. Represents changes in Other Revenues outlined in Appendix A-1 (Increase in EDC Revenue, Use of Schools revenue and Tuition Fees-International students)

Note 2. Salary and benefits increase is the related to additional staffing, \$500K for WSIB, as well as \$1.5M reduction to OECTA insured benefits related to the move to the Provincial trust

Note 3. Other operating expenditure includes mostly GSN & EPO related expenditure totaling \$566K (including Province of Ontario-HOME, Ontario Autism Program, SHSM & BLDS), and 2016/17 school budget rollover of \$0.32 million.

Note 4. As we update the capital expenses, amortization expense is impacted. Higher capital expenses results in higher amortization expense.

**Halton Catholic District School Board
2016-17 Revised Budget Estimates Schedule**

Date (2016)	Completed	Item	Description of Activity
March 24th	✓	Ministry Memorandum 2016: B06	Established Revised Estimates due date of December 15, 2016
March 24th	✓	Ministry Memorandum 2016: B07	2016-17 School Year Education Programs - Other (EPO) Funding (Second Memo)
September 20th	✓	Ministry Memorandum 2016:SB28	District School Board Enrolment Projections for 2017-18 to 2020-21 (including Rev Est for 2016-17)
November 2nd	✓	Ministry Memorandum 2016: SB35	Release of Ministry Revised Estimates Forms (EFIS)
October 31st	✓	Average Daily Enrolment (ADE) Revision	Enrolment snapshot from Student Information System (Trillium) for October FTE Pupil Count
October 31st	✓	Salary & benefits budget	Salary and FTE staffing "snapshot" pull down from HR/Payroll System
November 6th	✓	Salary & benefits budget	Salary and FTE staffing comparison to original budget
November 11th	✓	Salary & benefits budget	Salaries by Employee Group and FTE sent to all Superintendents
November 25th	✓	Average Daily Enrolment (ADE) Revision	Publication of the October 2016 Enrolment Statistics Report
November 25th	✓	Ministry Memorandum 2016:SB28	Submit 4 yr. Projections to the MOE
November 28th	✓	Salary & benefits budget	Review of Salaries by Employee Group and FTE By Superintendent (Administrative Council)
November 28th	✓	Departmental budget review	Review of Revised Departmental Budgets / Identify Potential Savings (Administrative Council)
November 25th	✓	Average Daily Enrolment (ADE) Revision	Finalization of the 2015-16 ADE using the actual October 31, 2016 FTE enrolment
December 5th	✓	Revised Budget Estimates	Update on the Revised Budget Estimates (Administrative Council)
December 12th	✓	Revised Budget Estimates	Update on the Revised Budget Estimates (Administrative Council)
December 15th	✓	Ministry Memorandum 2016: B06	Activate Ministry Revised Estimates Forms (EFIS).
January 10, 2017		Revised Budget Estimates	Board approval of the Revised Budget Estimates
January 11th		Revised Budget Estimates	Post on Board's Public Website
January 15th		Ministry Memorandum 2016: B06	Email submission of Ministry Revised Estimates Forms (EFIS).
January 15th		Average Daily Enrolment (ADE) Revision	Reconciliation of actual October 31, 2016 FTE enrolment with OnSIS

STAFF REPORT

ITEM 6.1

**2017 SCHOOL CONSOLIDATION CAPITAL FUNDING
BUSINESS CASE SUBMISSIONS**

PURPOSE:

The purpose of this report is to present to the Board a proposed list and priority ranking of School Consolidation Capital projects for the 2017 Ministry request for School Consolidation Capital Funding Submissions.

BACKGROUND INFORMATION:

- 1) Staff Report 9.1, “2017 School Consolidation Capital Funding Business Cases Submissions” from the December 20, 2016, Regular Board Meeting.
- 2) Information Report 10.3, “Upcoming Growth and School Consolidation Projects” from the September 6, 2016, Regular Board Meeting.

Note that the priority ranking and some sections of the Staff Report 9.1, attached as part of the December 20, 2016, agenda have been altered since Board staff discussed its projects with the Ministry of Education on December 21, 2016.

HISTORY:

In the latest Capital Priorities Business Case submission to the Ministry on July 15, 2016, staff submitted five (5) business cases requesting capital funds for two (2) school closure and consolidation projects, two (2) new growth projects, and one partial rebuilt project.

RANKING	2016 CAPITAL PROJECT DESCRIPTION	EFFECTIVE SCHOOL YEAR
1	North Georgetown Catholic Elementary School (MPAR Approved on April 19, 2016)	2018-19
2	Oakville South Central Catholic Elementary School – St. Joseph Site Rebuild (MPAR Approved on April 19, 2016)	2018-19
3	Boyne Secondary Plan Milton #8 ‘Ford’ Catholic Elementary School	2018-19
4	Boyne Milton Secondary #3 Catholic Secondary School	2019-20
5	Oakville South Central Catholic Elementary School – St. Dominic Partial Rebuild (MPAR Approved on April 19, 2016)	2019-20

On September 6, 2016, staff presented a list of future projects that were identified in the 2013 Long Term Capital Plan (LTCP), and further elaborated upon in the 2016 Annual Facility Accommodation report. These projects are presented in full as part of Appendix A.

On October 4, 2016, through Board Resolution #171/16, Trustees approved a motion to initiate a Pupil Accommodation Review for the Oakville Northeast area, and establish an Accommodation Review Committee. If the process were to proceed as planned, staff would anticipate that a final recommendation will be provided to the Board of Trustees for final approval on March 7, 2016.

The Ministry of Education sent a communication to the office of the Director on November 21, 2016, advising the Board would be funded for the Milton #8 Catholic Elementary School. However, no funding allocation was received for the consolidation or re-build projects. Following this communication from the Ministry of Education, at the December 6, 2016, Regular Meeting of the Board staff presented to the Board the Ministry Response and some suggested Next Steps for the projects submitted. The School Consolidation Capital Funding projects that were not funded are as follows:

Priority #1: North Georgetown Community School (SCC)		Not Funded
Ministry Response	This project was not considered for Capital Priorities Grant funding. The Ministry does not support the need to replace the existing Holy Cross Catholic Elementary School based on the Ministry's assessment of the school's condition and state of repair.	
Next Steps	Assess other alternative solutions to address facility needs in Georgetown.	
Priority #2: Oakville South Central School (SCC)		Not Funded
Ministry Response	This project was not considered for Capital Priorities Grant funding. The Board should consider a more cost-effective proposal for future funding consideration.	
Next Steps	Explore options on how the consolidation plan could be adapted to meet a more "cost effective" solution as suggested by the Ministry. Meet with the Ministry of Education staff to gain a better understanding of how to make this Business Case successful. Any changes to the accommodation plan as approved on April 19, 2016, would require Board approval and additional community consultation.	
Priority #5: St. Dominic Catholic Elementary School Partial Re-build		Not Funded
Ministry Response	This project was not considered for Capital Priorities Grant funding at this time due to a lack of an immediate need as identified by the Ministry.	
Next Steps	As the project was phased to occur after the completion of Priority #2, look at alternatives to make the business case viable in earlier years independent of the Oakville South Central School proposed schedule.	

Based on the responses provided by the Ministry of Education for the three (3) previously submitted projects, staff will seek to address the recommendations provided by the Ministry where possible through the next submission. Note that any changes to previously approved accommodation plans will require Board

approval prior to proceeding. In addition, the priority order rankings will also be modified to reflect the Ministry's comments.

COMMENTARY:

On December 1, 2016, the Ministry of Education circulated Business Memorandum 2016: B19 – Request for School Consolidation Capital Funding Submissions (attached as Appendix B), requesting that Boards submit up to eight (8) priorities by **January 27, 2017**, for all projects that have or will have Trustee approval by **March 24, 2017**.

In addition to School Consolidation Capital Projects, Boards may also submit business cases for the construction of child care and child and family programs, and or community hubs. Projects that will be eligible for funding must be completed by the 2020-21 school year, and must meet one or more of the following criteria or objectives:

- A) Consolidate two (2) or more schools into one new facility
- B) Building an addition and/or undertaking a major renovation to an existing school to accommodate enrolment from another school that is scheduled for closure
- C) Right-sizing existing schools by renovating existing excess space for other uses, including child care projects, and community hub projects

For the 2017 School Capital Funding Submission, staff recommends the re-submission of two (2) consolidation/renewal projects that were submitted as part of the 2016 Capital Growth Submission. In this upcoming submission, staff will not propose to alter the accommodation plans for either of the three projects. However, the following enhancements will be made to the Oakville South Central Modified Pupil Accommodation Review (Priority 2 & 5 previously) business cases:

- A) **Oakville South Central School:** Estimate the cost of an addition to St. Joseph Catholic Elementary School and the necessary retrofit required through forced alterations to the school. Demonstrate the cost differential between a new build project and an addition is relatively comparable or a difference that warrants additional expenditure for a new facility. Request if the incremental difference can be funded in part by the Board's Proceeds of Disposition.
- B) **St. Dominic School:** This project will be re-classified as a Capital Project Business Case, as there are no pupil places being removed, and does not meet the criteria set out in the current memorandum.

For the next Capital Project Submission in July 2017, the project will estimate the cost of a complete rebuilt of St. Dominic Catholic Elementary School with an attached Child Care Centre in lieu of a partial rebuild of 377 pupil places a Child Care Centre as submitted to the Ministry as part of the 2016 School Capital Funding Submission. Both cases would be a viable solution to the Board. Furthermore, this business case would be independent of the St. Joseph Catholic Elementary School consolidation project, and thus allowing for an earlier implementation date.

As stated above, the Oakville Northeast Accommodation Review was initiated on October 4, 2016. Accordingly, staff will be seeking approval to submit the current Oakville Northeast PAR project forward as a priority. The selected Accommodation Plan, as approved by Board, to be submitted to the Ministry for funding request will include the current staff recommended option to construct a new 550 pupil place facility, and an alternate recommendation for an addition to one school – this aligns with Ministry feedback in their November 21, 2016 letter that speaks to more cost effective capital plans. Staff will ensure that to the

extent possible, all previous consultation feedback from community public meetings will be taken into consideration in the Accommodation Plans submitted to the Ministry.

Staff is also recommending to re-instate the priority to demolish a portion of the St. Mark Catholic Elementary School, namely the 11 classroom portapac located at the rear of this school. The portapac has a high renewal need and is surplus capacity to the Board. Staff will confirm with the Ministry if this can be an eligible project under this funding stream.

RANK	BOARD	SITE/PROJECT	PROJECT TYPE	OPENING
4	HCDSB	North Georgetown CES	Child Care	2019-20
5	HCDSB	St. Dominic CES – Rebuild	Child Care	2019-20

Board staff met with the Consolidated Municipal Service Manager (CMSM) of the Halton Region, as part of the 2016 Capital Priorities Submission on June 9, 2016, and discussed future Child Care projects. Two (2) Child Care centres referred to above, were contemplated as part of the 2016 Capital Priorities Submission. The North Georgetown project may be re-submitted after a follow up discussion with the Region. As the St. Dominic School project will not be submitted as part of the School Closure Consolidation Capital, that child care project specifically will be submitted as part of the 2017 Capital Priorities Submission in July 2017. Staff plans to report back to the Board of Trustees on January 17, 2017 with the final list of CMSM approved projects.

On December 21, 2016, staff met via-teleconference with the Ministry of Education regarding the above-mentioned priorities. Following this meeting, staff has since altered the priority ranking initially presented in Staff Report 9.1 of the December 20, 2016, Regular Meeting of the Board.

Based on the above information, staff will propose the following school Consolidation Capital Priority projects priority ranking at the January 17, 2017, Regular Meeting of the Board for their approval:

TENTATIVE RANKING	2017 CONSOLIDATION PROJECT DESCRIPTION	CONSTRUCTION START YEAR	EFFECTIVE SCHOOL YEAR
1	Oakville Northeast Elementary School (Approval anticipated for March 7, 2017)	2016-17	2019-20
2	Oakville South Central Catholic Elementary School – St. Joseph Site Rebuild	2016-17	2019-20
3	St. Mark Catholic Elementary School partial demolition	2016-17	2017-18
4	North Georgetown Catholic Elementary School	2017-18	2019-20s

It should be noted that following further meetings with regional partners and potentially with the Ministry of Education, staff may bring forward additional information at the January 17, 2017 Regular Meeting of the Board that may require amendments to the 2017 Consolidation Capital Submission and have the effect of changing the priority rankings of the projects.

CONCLUSION:

In taking into consideration the latest 2016 Capital Priorities Submission response from the Ministry, and new projects presented, staff has identified four (4) priorities: two (2) in Oakville; one (1) in Burlington; and one (1) in Georgetown. In addition, one (1) child care support projects at Board school sites have been identified by the local CMSM as tentative priorities in the last submission. Staff will confirm with the Region that the one (1) Child Care Centre project, or more, are justified.

Following further discussions with regional partners and the Ministry of Education, staff will return to the Board on January 17, 2017 with an Action Report to approve the priority list of 2017 School Consolidation Capital Priorities.

REPORT PREPARED BY:

F. THIBEAULT
ADMINISTRATOR OF PLANNING SERVICES

G. CORBACIO
SUPERINTENDENT OF FACILITY SERVICES

T. OVERHOLT
SUPERINTENDENT OF EDUCATION

SUBMITTED BY:

R. NEGOTI
SUPERINTENDENT OF BUSINESS SERVICES AND TREASURER OF THE BOARD

REPORT APPROVED BY:

P. DAWSON
DIRECTOR OF EDUCATION AND SECRETARY OF THE BOARD

FUTURE CAPITAL PRIORITIES

As was discussed in the 2013 Long Term Capital Plan and the 2016 Annual Facility Accommodation report, there are a number of additional 'FUTURE PRIORITY' projects have also been listed below to identify future capital needs that are anticipated to be submitted to the Ministry in future capital funding and consolidation capital requests.

FUTURE CAPITAL PROJECT DESCRIPTION	EFFECTIVE SCHOOL YEAR	PROJECT TYPE
Bishop P. F. Reding 12-14 classroom addition	2019-20	Growth
Boyne Secondary Plan Milton #10 'Cobden' Catholic Elementary School	2020-21	Growth
Boyne Secondary Plan Milton #9 'Walker' Catholic Elementary School	2022-23	Growth
Boyne Secondary Plan Milton #11 'Bowes' Catholic Elementary School	2024-25	Growth
Boyne Milton Secondary #3 Catholic Secondary School	2019-20	Growth
Education Village Secondary Plan Milton #12 Catholic Elementary School	2025-26 ^{3.}	Growth
CEO1: Oakville – South Central QEW	2018-19	PAR
CEO4: Oakville – Southeast Oakville North of QEW	2019-20	PAR
St. Dominic Catholic Elementary School Partial Rebuild	2019-20	Renewal
North Oakville CE#4 'Minto/Shieldbay' Catholic Elementary School	2020-21	Growth
North Oakville CE#1 Catholic Elementary School	TBD ^{1.}	Growth
North Oakville CE#3 Catholic Elementary School	TBD ^{1.}	Growth
North Oakville CE#5 Catholic Elementary School	TBD ^{1.}	Growth
North Oakville CS#1 Catholic Secondary School	TBD ^{1.}	Growth
North Georgetown Catholic Elementary School	2018-19	PAR/Renewal
Vision Georgetown Secondary Plan CE#1 Catholic Elementary School	2022-23	Growth
Vision Georgetown Secondary Plan CE#2 Catholic Elementary School	2025-26	Growth
Vision Georgetown Secondary Plan CS#1 Catholic Secondary Accommodations ^{2.}	2025-26 ^{2. & 3.}	Growth
CS01: Burlington Secondary Schools	2017-18	PAR
CEB2: Burlington South of the QEW Review Areas	2017-18	PAR
CEB4: Burlington – Mountainside, Palmer, Headon, Brant Hills	TBD	PAR

1. An update to the Long-Term Capital Plan projections is required to assess the year that future North Oakville schools will be required. Development phasing will need to be reviewed in collaboration with the Town of Oakville.
2. At this preliminary stage, it is uncertain as to whether a second secondary school of 1,200 (typical construction size) is warranted. Accordingly, staff is reviewing alternatives to construct based on needs and within construction benchmarks.
3. A site has not been designated as part of the Municipal Plan at this time. Staff is working closely with the Town of Milton to acquire the site.

Ministry of Education

Mowat Block
900 Bay Street
Toronto ON M7A 1L2

Ministère de l'Éducation

Édifice Mowat
900, rue Bay
Toronto ON M7A 1L2

**2016: B19**

MEMORANDUM TO: Directors of Education
Consolidated Municipal Service Managers (CMSMs)
District School Services Administration Boards (DSSABs)

FROM: Gabriel F. Sékaly
Assistant Deputy Minister
Financial Policy and Business Division

Shannon Fuller
Acting Assistant Deputy Minister
Early Years Division

DATE: December 01, 2016

SUBJECT: Request for School Consolidation Capital Funding
Submissions

We are writing to announce details of the 2017 round of the Ministry's \$750 million School Consolidation Capital (SCC) program. This funding was announced in the 2014-15 Grants for Student Needs (GSN) release as part of the School Board Efficiencies and Modernization (SBEM) initiative. In addition, the Ministry has child care capital funding to fund replacement of child care and child and family program rooms where supported by the Consolidated Municipal Service Manager (CMSM)/District Social Services Administration Board (DSSAB) that would be lost due to a school consolidation or address demand in a new school being built as part of a school consolidation project.

The Ministry recognizes that for school boards to effectively and efficiently manage their excess capacity, they will need to, in some cases, adjust their capital footprint. Through the SCC program, capital funding will be available to school boards to support projects that address a school board's excess capacity. This funding will be allocated on a business case basis for new schools, retrofits and additions that support consolidations.

School boards are requested to provide the Ministry with their consolidation projects that need to be completed by the 2020-21 school year. The Ministry will be reviewing the SCC submissions for funding consideration, as well as to understand the need for ongoing capital investments in the education sector.

In recognition of the increase in construction costs, the Ministry has increased its funding benchmarks by two percent. Projects approved through this round of SCC will be funded according to this increase. This increase does not apply to any previously approved projects.

Highlights/Summary Points

- School boards are to submit SCC projects that need to be completed by the 2020-21 school year.
- School boards will be able to submit their business cases and Joint Submission forms through the School Facilities Inventory System (SFIS) beginning on December 6, 2016.
- The deadline for SCC submissions, including the Joint Submission forms, is January 27, 2017.
- SCC submissions related to accommodation reviews must have a final trustee decision by March 24, 2017 to be considered for SCC funding approval.
- Business cases will be required only for a school board's top eight SCC projects.
- School boards may also request funding for the construction of child care and child and family programs and community hubs as part of a school board's SCC submission.

Submission of SCC Projects

Beginning December 6, 2016, school boards will be able to submit business cases and Joint Submission forms for their requests for SCC funding through SFIS. Only a school board's eight highest priority projects expected to open no later than 2020-21 will be considered for SCC funding and will need to be supported with a completed business case. School boards are required to submit their SCC business cases and Joint Submission forms by January 27, 2017. The Ministry will not accept business cases or Joint Submission forms after this date.

School boards can save their work in progress within the SFIS module, however, once school boards submit their business cases, their submissions will be locked from further editing. Thereafter, school boards will only be able to modify their business cases by requesting that their Capital Analyst unlock the submission.

The Ministry is aiming to make announcements regarding their SCC funding decisions in early Spring 2017. It is anticipated that an announcement of the next round of Capital Priorities to follow shortly thereafter.

Business Case Considerations

The Ministry will consider funding projects that allow a school board to reduce their excess capacity. Eligible projects for funding consideration include the following:

- Consolidating two (or more) schools into one new facility.
- Building an addition and/or undertaking a major renovation to an existing school to accommodate enrolment from other schools that a school board has made a decision to close.
- Right-sizing existing schools by renovating existing excess space for other uses including child care and child and family program rooms and community hubs.

School boards must address why any capital investment is required from the Ministry in order to remove excess capacity from its inventory. The SCC business cases will be reviewed by the Ministry with the focus being on the cost effectiveness of the proposed solutions.

School boards are encouraged to submit alternative solutions for Ministry funding consideration. These alternatives may be submitted as supplemental documents through SFIS.

The Ministry expects that the business case and supplemental documents will demonstrate why the proposed project is the best accommodation solution. This should include a rationale of why less costly alternatives are not being recommended by the board, including the use of existing school facilities that require little or no capital investments or joint use facilities between school boards.

As part of its evaluation, the Ministry utilizes calculations to determine the financial value of the project. These calculations are based upon the proposed cost of the project weighed against the expected reduction in costs, both in the form of ongoing operational, ongoing renewal savings and the elimination of any existing renewal backlog.

The business cases should address the following:

- Improvement of facility utilization through the reduction of unused space.
- Impact on reducing a school board's operating and renewal costs.
- Enrolment projections for schools in the area of the project.
- Existing renewal needs of schools that are part of the business case.
- Other benefits, such as improved programming, accessibility, and/or energy efficiency.
- Results of the accommodation review process (where applicable).

We expect that school boards will be submitting projects for SCC funding that are linked to accommodation reviews decisions. Please note, projects related to accommodation reviews must have a final trustee decision by March 24, 2017 to be considered for SCC funding approval.

Submission of Child Care and Child and Family Program Projects in Schools

As with the last round of child care and child and family program submissions through the Capital Priorities program, school boards and Consolidated Municipal Service Managers/District Social Services Administration Boards (CMSMs/DSSABs) have an opportunity to include child care and child and family programs as part of their SCC request.

The Ministry will consider funding capital projects in schools where there is a need to replace child care and child and family program rooms that would be lost due to a school consolidation or address demand in a new school being built as part of a school consolidation project for children aged 0 to 3.8 years of age. School boards will need to have the support of the corresponding CMSM/DSSAB regarding the eligibility and viability requirements to build or renovate child care rooms in the identified school. Note that stand-alone child care and child and family program projects are not eligible as part of the SCC program.

Eligibility

The Ministry will consider funding the creation of child care and child and family program rooms in schools, under the following conditions:

- 1) The target school is any of the following:
 - a. An existing school that will be accommodating students from a closing school that currently contains child care spaces and/or child and family program rooms.
 - b. A new school that is to be constructed and receives Ministry funding approval.
 - c. An existing school that is to undergo a major addition/renovation that receives Ministry funding approval.
 - d. An existing building that has been purchased for the purposes of student accommodation and receives Ministry funding approval.
- 2) The school board has the support of the corresponding CMSM/DSSAB regarding the eligibility and viability requirements to build child and family program rooms and/or child care rooms and create child care spaces for ages 0 to 3.8 years in the identified school.
- 3) The child care spaces and/or child and family program rooms will not result in an operating and/or financial pressure for the CMSM/DSSAB.

In November 2016, the Ontario government announced an investment of approximately 3,400 new licensed child care spaces across the province as a first step towards creating 100,000 additional spaces over the next five years. Capital child care projects funded under this round of SCC which result in new spaces would also be counted towards this commitment. When considering long-term viability, CMSMs/DSSABs and school board planners must consider their needs for at least the next five years and use population projections as well as other local data to inform submission decisions.

Joint Submission Form

As part of your SCC submission, the Ministry will require a Joint Submission form (available for download through SFIS) signed by both the CMSM/DSSAB Manager of Children's Services and the school board Director of Education. The Joint Submission form includes project details and confirms that the child care and/or child and family program meets all eligibility and viability requirements.

See Appendix A for details on submission requirements for child care projects, and Appendix B for details on submission requirements for child and family program projects.

To be considered for funding, the Joint Submission form must be submitted as part of the school board's SCC business case. A copy must also be provided to your school board's Capital Analyst (see Appendix C) and Ministry Early Years Regional Staff (Education Officer and Child Care Advisor) (see Appendix D). The Ministry may request supporting documentation following a review of the Joint Submission form.

School boards are required to submit their completed Joint Submission forms by January 27, 2017. The Ministry will not accept Joint Submission forms after this date.

Joint Use Capital Projects in Schools

As with previous capital funding programs, the Ministry encourages school boards to consider collaborative capital project arrangements between school boards. The Ministry will review all joint use projects for funding consideration before evaluating any other SCC submissions. Joint use projects are more likely to receive capital funding and also have the opportunity to generate an increased amount of capital funding than individual projects. Please see [2013:B18](#) and [2016:B17](#) Memorandums for further details.

Community Hub Projects in Schools

As you are likely aware, in August 2015, the Premier's Community Hubs Framework Advisory Group released a report titled [Community Hubs in Ontario: A Strategic Framework and Action Plan](#). This action plan brought renewed focus to the discussion of strategies to support the formation of community hubs across the province.

The Ministry recognizes the value of joint community based planning across local agencies. To that end, the Ministry encourages school boards to seek out community organizations for possible partnership opportunities in their SCC submissions.

Note that child care and/or child and family program requests should be addressed through the completion of a Joint Submission form.

Proceeds of Disposition

School boards will not be required to allocate their Proceeds of Disposition (POD) towards new SCC projects. School boards are reminded, however, that projects that they wish to undertake on their own using POD will first need to be submitted to the Ministry through the Capital Priorities or SCC programs. Additionally, school boards have the option to identify POD as a funding source for a SCC project that addresses outstanding renewal needs. Please see [2015:B13](#) Memorandum for further details.

Capital Analysis and Planning Template

The Capital Analysis and Planning Template (CAPT) is an essential tool for understanding school boards' capital financial position. An approved CAPT is necessary before the Ministry is able to sufficiently assess the existing capital activity of a school board. As a result, school boards will not be considered for SCC funding approval if the Ministry does not have an approved CAPT consistent with the school board's 2015-16 Financial Statements.

Ministry Contact

SCC Program

If you have any SCC program questions, or require additional information, please contact the Capital Analyst assigned to your school board (Appendix C) or:

Paul Bloye, Manager, Capital Policy and Programs Branch at 416-325-8589 or at Paul.Bloye@Ontario.ca

or

Mathew Thomas, Manager, Capital Policy and Programs Branch at 416-326-9920 or at Mathew.P.Thomas@ontario.ca.

Child Care and Child and Family Program

If you have any child care and child and family program questions, or require additional information, please contact the Early Years Education Officer or Child Care Advisor assigned to your school board (Appendix D) or:

Jeff O'Grady, Acting Manager, Early Years Implementation Branch at 416-212-4004 or at Jeff.OGrady@ontario.ca.

We look forward to working with you to identify your future SCC projects.

Original signed by:

Gabriel F. Sékaly
Assistant Deputy Minister
Financial Policy and Business Division

Shannon Fuller
Acting Assistant Deputy Minister
Early Years Division

Appendices:

Appendix A: Child Care Projects

Appendix B: Child and Family Program Projects

Appendix C: List of Ministry Capital Analysts

Appendix D: List of Ministry Early Years Education Officers and Child Care Advisors

c.c. Senior Business Officials
Superintendents and Managers of Facilities
Managers of Planning
Early Years Leads
CAOs of Consolidated Municipal Service Managers
CAOs of District Social Services Administration Boards
Steven Reid, Director, Field Services Branch, Ministry of Education

Appendix A: Child Care Projects

Child Care Eligibility

The Ministry will consider funding capital projects in schools where there is a need to replace child care rooms that would be lost due to a school consolidation or address demand in a new school being built as part of a school consolidation project for children aged 0 to 3.8 years of age. School boards will need to have the support of the corresponding Consolidated Municipal Service Manager/District Social Services Administration Board (CMSM/DSSAB) regarding the eligibility and viability requirements to build or renovate child care rooms in the identified school.

When considering long-term viability, CMSMs/DSSABs and school board planners must consider at least the next five years and use population projections, as well as other local data to inform submission decisions.

Joint Planning and Local Prioritization of Child Care Projects

The Ministry expects school boards and CMSMs/DSSABs to work together to identify the need for dedicated child care space to support children ages 0 to 3.8 years in schools. CMSMs/DSSABs will need to consider projects relative to demand, long-term viability, and their local child care plan.

The school board and CMSM/DSSAB are to separately provide a priority ranking for each child care and/or child and family program request being submitted for consideration. The school board provides its ranking for the project against its other projects, and the CMSM/DSSAB prioritizes all projects they are being asked to sign-off on by all school boards (i.e., if the English public school board, the English Catholic school board, and the French Catholic school board all request municipal approval on their Joint Submission form, the CMSM/DSSAB must prioritize them all together rather than per individual school board). This will help ensure that the approved child care and/or child and family program projects align with approved capital projects.

This will require active communication between CMSMs/DSSABs and coterminous school boards to prioritize child care and/or child and family program projects being submitted by all school boards in the service areas of the CMSM/DSSAB.

Ministry Prioritization of Eligible Child Care Projects

As originally communicated in the [2015:B11](#) Memorandum, the Ministry will continue to use the following factors to prioritize projects under this policy should the number of eligible submissions surpass available funding:

- Child care replacement due to school consolidation/accommodation review;
- Age groupings (infant rooms are a priority);
- Accommodation pressures/service gaps; and
- Cost effectiveness and viability.

Child Care Operational and Accountability Requirements

Approved new construction of child care rooms must meet the following operational and accountability requirements:

- The child care spaces/rooms will not result in an operating and/or financial pressure for the CMSM/DSSAB.
- The physical space will be owned by the school board and leased to the child care operator or CMSM/DSSAB. School boards are not to charge operators beyond a cost-recovery level.
- School boards will recover their accommodation costs (e.g., rent, heating, lighting, cleaning, maintenance and repair costs) directly from child care operators and/or CMSMs/DSSABs as per the school board's usual leasing process. School boards are not permitted to absorb additional school board facility costs (e.g., custodial, heat, and lighting) and renewal costs (e.g., windows) through Ministry funding, such as the School Facility Operations or Renewal Grant.
- School boards are required to follow the capital construction approval process for the new construction and/or renovations of child care rooms. As per the Ministry's Capital Accountability Requirements, school boards will be required to submit a space template before designing the project, where applicable. School boards will require an Approval to Proceed (ATP) before the project can be tendered.
- Child care space will not count as loaded space for the purposes of the facility space template. The facility space template should provide details of the child care space under the section "Community Use Rooms".
- School boards will be held accountable for implementing appropriate measures to ensure that the cost and scope of approved child care projects are within the approved project funding and do not exceed the Ministry's benchmarks.
- Rooms must be built in accordance with the [Child Care and Early Years Act, 2014](#) (CCEYA).
- It is expected that all new child care rooms funded under this policy will be built to accommodate a maximum group size for each age grouping for children 0 to 3.8 years (e.g., 10 infant spaces, 15 toddler spaces, and 24 preschool spaces), and that child care rooms will be for exclusive use during the core school day. Although unobstructed space requirements are per child, infant, and toddler group sizes require additional space for separate sleep areas, change area, etc. These should be considered when developing floor plans. Considerations should also include the long-term use of the room, including the ability to convert to other child care age groups or for classroom use.
 - Please note, a new optional approach to age groupings, ratios and staff qualifications will be implemented starting September 1, 2017 as part of the recent regulatory announcements under the CCEYA. Under the new approach, licensees will have the option of operating under the current requirements for

- age groupings, ratios, and qualifications (Schedule 1) or applying to adopt the new option (Schedule 2). Licensees and new applicants will have the opportunity to apply for a license under Schedule 2, which would be approved based on set criteria.
- Schedule 2 will come into effect on September 1, 2017 as an option. Licensees will be informed of when they can begin to submit requests for revisions by Fall 2016.
 - Programs created will support continuity of services for children and families in order to accommodate children as they age out of programs. For example, if a toddler room is included in the project proposal a preschool room must also be available.
 - For the purpose of this policy, an eligible child care operator:
 - Is a not-for-profit operator or municipal operator; or
 - Is a for-profit operator already located in a school as a result of an agreement and has a purchase of service agreement, both of which were in place as of the date the memorandum was issued; and
 - Has not changed ownership or has not terminated the agreement since the date the memorandum was issued.
 - Capital funding for child care cannot be used to address other school board capital needs. Funding will not be provided for school-age child care spaces as the Ministry will not fund exclusive space for before and after school child care programs.

Child Care Capital Funding Calculation and Eligible Expenses

New construction of child care rooms will be funded using the current elementary school construction benchmarks (for both elementary and secondary schools under this policy), including the site-specific geographic adjustment factor (GAF). For this policy, the loading factor used to calculate the capital funding will be 26 pupil places per room regardless of age groupings (e.g., infant, toddler, and preschool rooms will all be funded based on 26 pupil places per room). This approach allows school boards to build child care rooms at maximum group size and allow flexibility to address potential changes under the CCEYA. This funding formula will apply to all new construction of child care, including the replacement of existing child care due to school consolidation or accommodation review.

$$\begin{array}{ccccccc}
 \textit{Capital Funding for} & & & & & & \\
 \textit{New Construction of} & = & 26 & & \textit{Elementary} & & \textit{Average} \\
 \textit{Child Care Rooms} & & \textit{Pupil} & \times & \textit{Construction} & \times & \textit{Elementary} \\
 & & \textit{Places} & & \textit{Cost} & & \textit{Area} \\
 & & & & \textit{Benchmark} & & \textit{Benchmark} \\
 & & & & & & \times & \textit{Site} \\
 & & & & & & & \textit{Specific} \\
 & & & & & & & \textit{GAF}
 \end{array}$$

Note: The capital funding for retrofit projects for child care will be a maximum of 50 percent of the capital funding for new construction projects. School boards are expected to first utilize their uncommitted Schools-First Child Care Capital Retrofit Policy (SFCCRP) funding towards child care retrofit projects that have been submitted.

Eligible expenses include:

- First-time equipping; and
- Expenses incurred to meet CCEYA and Building Code standards, which qualify under the [Tangible Capital Assets Guide](#) (TCA), revised April 2015.

Application Process – Joint Submission

The Joint Submission form includes project details, separate project rankings by both the school board and the CMSM/DSSAB, and confirms that the child care program meets all eligibility and viability requirements.

In order to be considered for funding for the construction of new or renovated child care rooms, school boards must work with their municipal partners to submit a jointly-signed Joint Submission form requesting the construction of child care space. School boards must submit a Joint Submission form signed by both the CMSM/DSSAB Manager of Child Care and Early Years System and the school board Director of Education.

The Joint Submission form must be submitted as part of the school board's business case. The Joint Submission form is to be submitted directly to the school board's Capital Analyst (Appendix C) and Ministry Early Years Regional Staff (Education Officer and Child Care Advisor) (Appendix D).

Joint Submission forms must be received by the Ministry by January 27, 2017.

The Ministry may request supporting documentation following a review of the Joint Submission.

Appendix B: Child and Family Program Projects

Child and Family Program Eligibility

The Ministry will consider funding capital projects in schools where there is a need to replace child and family program rooms that would be lost due to a school consolidation or address demand in a new school being built as part of a school consolidation project. Child and family program projects must result in new child and family program space (i.e., not a retrofit to an existing child and family program space). School boards will need to have the support of the corresponding Consolidated Municipal Service Manager/District Social Services Administration Board (CMSM/DSSAB) regarding the eligibility and viability requirements to build or renovate child and family programs in identified schools.

When considering long-term viability, CMSMs/DSSABs and school board planners must consider at least the next five years and use population projections, as well as other local data to inform submission decisions.

Child and family programs refer to the following Ministry supported programs: Ontario Early Years Centres (OEYCs), Parenting and Family Literacy Centres (PFLCs), Child Care Resource Centres (CCRCs), and Better Beginnings, Better Futures (BBBFs). As part of Ontario's early years modernization plan, these four programs will be integrated and transformed to establish Ontario Early Years Child and Family Centres (child and family programs). While the expectation is that the key features of child and family programs are implemented by 2018, it is understood that system integration will take time and adjustments may need to be made in the future. CMSMs/DSSABs will be responsible for the local management of child and family programs as part of their existing service system management responsibilities for child care and other human services.

Joint Planning and Local Prioritization of Child and Family Program Projects

The Ministry expects school boards and CMSMs/DSSABs to work together to identify the need for child and family programs. CMSMs/DSSABs will need to consider projects relative to demand, long-term viability, and their local needs assessment for child and family programs.

The school board and CMSM/DSSAB are to separately provide a priority ranking for each child care and/or child and family program request being submitted for consideration. The school board provides its ranking for the project against its other projects, and the CMSM/DSSAB prioritizes all projects they are being asked to sign-off on by all school boards (i.e., if the English public school board, the English Catholic school board, and the French Catholic school board all request municipal approval on their Joint Submission form, the CMSM/DSSAB must prioritize them all together rather than per individual school board). This will help ensure that the approved child care and/or child and family program projects align with approved capital projects.

This will require active communication between CMSMs/DSSABs and coterminous school boards to prioritize child care and/or child and family program projects being submitted by all school boards in the service areas of the CMSM/DSSAB.

Ministry Prioritization of Eligible Child and Family Program Projects

The Ministry will use the following factors to prioritize projects under this policy should the number of eligible submission surpass available funding:

- Projects are “ready-to-go” and the community has already made plans to relocate, replace or build new child and family program space in a school.
- Child and family programs are in locations that are well-positioned to meet local needs and fill identified service gaps, and will align with future child and family programs planning completed by CMSMs/DSSABs.
- Projects in communities where municipal partners already have familiarity and/or responsibility for child and family programs, and where strong partnerships between the school board and municipality already exist.

Child and Family Program Operational and Accountability Requirements

Approved new construction of child and family program rooms must meet the following operational and accountability requirements:

- The child and family program space/rooms will not result in an operating pressure for the CMSM/DSSAB.
- The physical space will be owned by the school board and leased to the child and family program operator or CMSM/DSSAB. School boards are not to charge operators beyond a cost-recovery level.
- School boards will recover their accommodation costs (e.g., rent, heating, lighting, cleaning, maintenance and repair costs) directly from child and family program operators and/or CMSMs/DSSABs as per the school board’s usual leasing process. School boards are not permitted to absorb additional school board facility costs (e.g., custodial, heat, and lighting) and renewal costs (e.g., windows) through Ministry funding, such as the School Facility Operations or Renewal Grant.
- School boards are required to follow the capital construction approval process for the new construction and/or renovations of child and family program rooms. As per the Ministry’s Capital Accountability Requirements, school boards will be required to submit a space template before designing the project, where applicable, school boards will require an Approval to Proceed (ATP) before the project can be tendered.
- Child and family program space will not count as loaded space for the purposes of the facility space template. The facility space template should provide details of the child and family program space under the section “Community Use Rooms”.
- School boards will be held accountable for implementing appropriate measures to ensure that the cost and scope of approved child and family program projects are within the approved project funding and do not exceed the Ministry’s benchmarks.
- Child and family programs are all Ministry funded child and family programs (OEYCs, PFLCs, CCRCs, and BBBFs).

- It is expected that child and family program spaces built or renovated under this policy:
 - Are built to the specifications of a kindergarten classroom or a regular classroom;
 - Have separate and sufficient washroom space for parents and children using the centre;
 - Have a separate sink or portable sink for parents/caregivers and children using the centre; and
 - Have appropriate covered space for stroller parking on school property or within the school.
- For the purpose of this policy, an eligible child and family program operator:
 - Is a not-for-profit operator or municipal operator; and
 - Receives support from the Ministry to operate an OEYC, PFLC, CCRC, or BBBF program.
- Capital funding for child and family programs cannot be used to address other school board capital needs.

Child and Family Program Capital Funding Calculation and Eligible Expenses

The construction of child and family program rooms will be funded using the current elementary school construction benchmarks (for both elementary and secondary schools under this policy), including the site-specific geographic adjustment factor (GAF). For this policy, the leading factor used to calculate the capital funding will be 26 pupil places per room. This approach allows school boards to build child and family program rooms that can be converted for classroom use in the future, if necessary. This funding formula will apply to all new construction of child and family programs, including the replacement of existing child and family programs due to school consolidation or accommodation review.

$$\begin{array}{ccccccc}
 \textit{Capital Funding for} & & & & \textit{Elementary} & & \textit{Average} \\
 \textit{New Construction of} & = & \textit{26 Pupil} & \times & \textit{Construction} & \times & \textit{Elementary} \\
 \textit{Child and Family} & & \textit{Places} & & \textit{Cost} & & \textit{Area} \\
 \textit{Program Rooms} & & & & \textit{Benchmark} & & \textit{Benchmark} \\
 & & & & & & \times \textit{Site} \\
 & & & & & & \textit{Specific} \\
 & & & & & & \textit{GAF}
 \end{array}$$

Note: The capital funding for retrofit projects for child and family programs will be a maximum of 50 percent of the capital funding for new construction projects.

Eligible expenses include:

- First-time equipping; and
- Expenses incurred to meet Building Code standards, which qualify under the [Tangible Capital Assets Guide](#) (TCA), revised April 2015.

Application Process – Joint Submission

The Joint Submission form includes project details, separate project rankings by both the school board and the CMSM/DSSAB, and confirms that the child and family program meets all eligibility and viability requirements.

In order to be considered for funding for the construction of new or renovated child and family program space, school boards must work with their municipal partners to submit a jointly-signed Joint Submission form requesting the construction of child and family program space. School boards must submit a Joint Submission form signed by both the CMSM/DSSAB Manager of Child Care and Early Years System and the school board Director of Education.

The Joint Submission form must be submitted as part of the school board's business case. The Joint Submission form is to be submitted directly to the school board's Capital Analyst (Appendix C) and Ministry Early Years Regional Staff (Education Officer and Child Care Advisor) (Appendix D).

Joint Submission forms must be received by the Ministry by January 27, 2017.

The Ministry may request supporting documentation following a review of the Joint Submission.

Appendix C: List of Ministry Capital Analysts

DSB	District School Board	Capital Analyst	Email	Phone
1	DSB Ontario North East	Jaimie Burke	Jaimie.Burke@ontario.ca	416-325-4297
2	Algoma DSB	Jaimie Burke	Jaimie.Burke@ontario.ca	416-325-4297
3	Rainbow DSB	Jaimie Burke	Jaimie.Burke@ontario.ca	416-325-4297
4	Near North DSB	Sarosh Yousuf	Sarosh.Yousuf@ontario.ca	416-325-8059
5.1	Keewatin-Patricia DSB	Jaimie Burke	Jaimie.Burke@ontario.ca	416-325-4297
5.2	Rainy River DSB	Jaimie Burke	Jaimie.Burke@ontario.ca	416-325-4297
6.1	Lakehead DSB	Jaimie Burke	Jaimie.Burke@ontario.ca	416-325-4297
6.2	Superior Greenstone DSB	Jaimie Burke	Jaimie.Burke@ontario.ca	416-325-4297
7	Bluewater DSB	Matthew Anderson	Matthew.Anderson@ontario.ca	416-325-9796
8	Avon Maitland DSB	Matthew Anderson	Matthew.Anderson@ontario.ca	416-325-9796
9	Greater Essex County DSB	Michael Wasyluk	Michael.Wasyluk@ontario.ca	416-326-9924
10	Lambton Kent DSB	Michael Wasyluk	Michael.Wasyluk@ontario.ca	416-326-9924
11	Thames Valley DSB	Michael Wasyluk	Michael.Wasyluk@ontario.ca	416-326-9924
12	Toronto DSB	Lisa Bland	Lisa.Bland@ontario.ca	416-326-9921
13	Durham DSB	Shakufe Virani	Shakufe.Virani@ontario.ca	416-325-2805
14	Kawartha Pine Ridge DSB	Shakufe Virani	Shakufe.Virani@ontario.ca	416-325-2805
15	Trillium Lakelands DSB	Shakufe Virani	Shakufe.Virani@ontario.ca	416-325-2805
16	York Region DSB	Yvonne Rollins	Yvonne.Rollins@ontario.ca	416-326-9932
17	Simcoe County DSB	Sarosh Yousuf	Sarosh.Yousuf@ontario.ca	416-325-8059
18	Upper Grand DSB	Matthew Anderson	Matthew.Anderson@ontario.ca	416-325-9796
19	Peel DSB	Sarosh Yousuf	Sarosh.Yousuf@ontario.ca	416-325-8059
20	Halton DSB	Diamond Tsui	Diamond.Tsui@ontario.ca	416-325-2017
21	Hamilton-Wentworth DSB	Matthew Anderson	Matthew.Anderson@ontario.ca	416-325-9796
22	DSB Niagara	Michael Wasyluk	Michael.Wasyluk@ontario.ca	416-326-9924
23	Grand Erie DSB	Michael Wasyluk	Michael.Wasyluk@ontario.ca	416-326-9924
24	Waterloo Region DSB	Matthew Anderson	Matthew.Anderson@ontario.ca	416-325-9796
25	Ottawa-Carleton DSB	Daniel Cayouette	Daniel.Cayouette@ontario.ca	416-325-2018
26	Upper Canada DSB	Daniel Cayouette	Daniel.Cayouette@ontario.ca	416-325-2018
27	Limestone DSB	Shakufe Virani	Shakufe.Virani@ontario.ca	416-325-2805
28	Renfrew County DSB	Shakufe Virani	Shakufe.Virani@ontario.ca	416-325-2805
29	Hastings and Prince Edward DSB	Shakufe Virani	Shakufe.Virani@ontario.ca	416-325-2805
30.1	Northeastern CDSB	Jaimie Burke	Jaimie.Burke@ontario.ca	416-325-4297
30.2	Nipissing-Parry Sound CDSB	Sarosh Yousuf	Sarosh.Yousuf@ontario.ca	416-325-8059
31	Huron Superior CDSB	Jaimie Burke	Jaimie.Burke@ontario.ca	416-325-4297
32	Sudbury CDSB	Jaimie Burke	Jaimie.Burke@ontario.ca	416-325-4297
33.1	Northwest CDSB	Jaimie Burke	Jaimie.Burke@ontario.ca	416-325-4297
33.2	Kenora CDSB	Jaimie Burke	Jaimie.Burke@ontario.ca	416-325-4297
34.1	Thunder Bay CDSB	Jaimie Burke	Jaimie.Burke@ontario.ca	416-325-4297
34.2	Superior North CDSB	Jaimie Burke	Jaimie.Burke@ontario.ca	416-325-4297
35	Bruce-Grey CDSB	Matthew Anderson	Matthew.Anderson@ontario.ca	416-325-9796
36	Huron Perth CDSB	Matthew Anderson	Matthew.Anderson@ontario.ca	416-325-9796

DSB	District School Board	Capital Analyst	Email	Phone
37	Windsor-Essex CDSB	Michael Wasylyk	Michael.Wasylyk@ontario.ca	416-326-9924
38	London DCSB	Michael Wasylyk	Michael.Wasylyk@ontario.ca	416-326-9924
39	St. Clair CDSB	Michael Wasylyk	Michael.Wasylyk@ontario.ca	416-326-9924
40	Toronto CDSB	Lisa Bland	Lisa.Bland@ontario.ca	416-326-9921
41	Peterborough VNCCDSB	Shakufe Virani	Shakufe.Virani@ontario.ca	416-325-2805
42	York CDSB	Yvonne Rollins	Yvonne.Rollins@ontario.ca	416-326-9932
43	Dufferin Peel CDSB	Sarosh Yousuf	Sarosh.Yousuf@ontario.ca	416-325-8059
44	Simcoe Muskoka CDSB	Sarosh Yousuf	Sarosh.Yousuf@ontario.ca	416-325-8059
45	Durham CDSB	Shakufe Virani	Shakufe.Virani@ontario.ca	416-325-2805
46	Halton CDSB	Diamond Tsui	Diamond.Tsui@ontario.ca	416-325-2017
47	Hamilton-Wentworth CDSB	Matthew Anderson	Matthew.Anderson@ontario.ca	416-325-9796
48	Wellington CDSB	Matthew Anderson	Matthew.Anderson@ontario.ca	416-325-9796
49	Waterloo CDSB	Matthew Anderson	Matthew.Anderson@ontario.ca	416-325-9796
50	Niagara CDSB	Michael Wasylyk	Michael.Wasylyk@ontario.ca	416-326-9924
51	Brant Haldimand Norfolk CDSB	Michael Wasylyk	Michael.Wasylyk@ontario.ca	416-326-9924
52	CDSB of Eastern Ontario	Daniel Cayouette	Daniel.Cayouette@ontario.ca	416-325-2018
53	Ottawa CSB	Daniel Cayouette	Daniel.Cayouette@ontario.ca	416-325-2018
54	Renfrew County CDSB	Shakufe Virani	Shakufe.Virani@ontario.ca	416-325-2805
55	Algonquin and Lakeshore CDSB	Shakufe Virani	Shakufe.Virani@ontario.ca	416-325-2805
56	CSP du Nord-Est	Laval Wong	Laval.Wong@ontario.ca	416-325-2015
57	CSP du Grand Nord de l'Ontario	Laval Wong	Laval.Wong@ontario.ca	416-325-2015
58	CS Viamonde	Laval Wong	Laval.Wong@ontario.ca	416-325-2015
59	CÉP de l'Est de l'Ontario	Daniel Cayouette	Daniel.Cayouette@ontario.ca	416-325-2018
60.1	CSCD des Grandes Rivières	Laval Wong	Laval.Wong@ontario.ca	416-325-2015
60.2	CSC Franco-Nord	Laval Wong	Laval.Wong@ontario.ca	416-325-2015
61	CSC du Nouvel-Ontario	Laval Wong	Laval.Wong@ontario.ca	416-325-2015
62	CSDC des Aurores boréales	Laval Wong	Laval.Wong@ontario.ca	416-325-2015
63	CSC Providence	Laval Wong	Laval.Wong@ontario.ca	416-325-2015
64	CSDC Centre Sud	Laval Wong	Laval.Wong@ontario.ca	416-325-2015
65	CSDC de l'Est ontarien	Daniel Cayouette	Daniel.Cayouette@ontario.ca	416-325-2018
66	CÉC du Centre-Est	Daniel Cayouette	Daniel.Cayouette@ontario.ca	416-325-2018

Appendix D: List of Ministry Early Years Education Officers and Child Care Advisors

REGION	EO/CCA	CMSM/DSSAB	SCHOOL BOARD
TORONTO	<p><u>Education Officer:</u></p> <p>Dolores Cascone Tel: 416-314-6300 Toll Free: 1-800-268-5755 Dolores.Cascone@ontario.ca</p> <p>TBD (French Language Boards)</p> <p><u>Child Care Advisor:</u></p> <p>Isilda Kucherenko Tel: 416-325-3244 Isilda.Kucherenko@ontario.ca</p>	City of Toronto	CS Viamonde CSD catholique Centre-Sud Toronto Catholic DSB Toronto DSB
		County of Dufferin	CS Viamonde CSD catholique Centre-Sud Dufferin–Peel Catholic DSB Upper Grand DSB
		Regional Municipality of Halton	CS Viamonde CSD catholique Centre-Sud Halton Catholic DSB Halton DSB
		Regional Municipality of Peel	CS Viamonde CSD catholique Centre-Sud Dufferin-Peel Catholic DSB Peel DSB
		County of Wellington	CS Viamonde CSD catholique Centre-Sud Upper Grand DSB Wellington Catholic DSB
LONDON	<p><u>Education Officer:</u></p> <p>Sue Chanko Tel: 519-870-2187 Sue.Chanko@ontario.ca</p> <p>TBD (French Language Boards)</p> <p><u>Child Care Advisor:</u></p> <p>Karen Calligan Tel: 226-919-5832 Karen.Calligan@ontario.ca</p>	Regional Municipality of Waterloo	CS Viamonde CSD catholique Centre-Sud Waterloo Catholic DSB Waterloo Region DSB
		City of Brantford	Brant Haldimand Norfolk Catholic DSB CS Viamonde CSD catholique Centre-Sud Grand Erie DSB
		County of Norfolk	Brant Halidmand Norfolk Catholic DSB CS Viamonde CSD catholique Centre-Sud Grand Erie DSB
		City of Hamilton	CS Viamonde CSD catholique du Centre-Sud Hamilton-Wentworth DSB Hamilton-Wentworth Catholic DSB
		Regional Municipality of Niagara	CS Viamonde CSD catholique Centre-Sud DSB of Niagara Niagara Catholic DSB
		County of Huron	Avon Maitland DSB CS Viamonde CSD des écoles catholiques du Sud-Ouest Huron-Perth Catholic DSB
		County of Lambton	CS Viamonde CSD des écoles catholiques du Sud-Ouest Lambton Kent DSB St. Clair Catholic DSB

		City of London	CS Viamonde CSD des écoles catholiques du Sud-Ouest London District Catholic SB Thames Valley DSB
		County of Oxford	CS Viamonde CSD des écoles catholiques du Sud-Ouest London District Catholic SB Thames Valley DSB
		City of St. Thomas	CS Viamonde CSD des écoles catholiques du Sud-Ouest London District Catholic SB Thames Valley DSB
		City of Stratford	Avon Maitland DSB CS Viamonde CSD des écoles catholiques du Sud-Ouest Huron-Perth Catholic DSB
		City of Windsor	CS Viamonde CSD des écoles catholiques du Sud-Ouest Greater Essex County DSB Windsor-Essex Catholic DSB
		Municipality of Chatham-Kent	CS Viamonde CSD des écoles catholiques du Sud-Ouest Lambton-Kent DSB St. Clair Catholic DSB
NORTH BAY / SUDBURY	<u>Education Officer:</u> Renée Brouillette Tel: 705-497-6893 Toll Free: 1-800-461-9570 Renee.Brouillette@ontario.ca <u>Child Care Advisor:</u> Lina Davidson Tel: 705-564-4282 Lina.Davidson@ontario.ca	Cochrane DSSAB	CSD catholique des Grandes Rivières CSD du Nord-Est de l'Ontario DSB Ontario North East Northeastern Catholic DSB
		Nipissing DSSAB	Algonquin and Lakeshore Catholic DSB Conseil des écoles publiques de l'Est de l'Ontario CSD catholique des Grandes Rivières CSD catholique du Centre-Est de l'Ontario CSD catholique Franco-Nord CSD du Nord-Est de l'Ontario DSB Ontario North East Near North DSB Nipissing-Parry Sound Catholic DSB Northeastern Catholic DSB Renfrew County DSB
		Parry Sound DSSAB	CSD catholique Centre-Sud CSD catholique du Nouvel-Ontario CSD catholique Franco-Nord CSD du Nord-Est de l'Ontario Near North DSB Nipissing-Parry Sound Catholic DSB Simcoe Muskoka Catholic DSB Sudbury Catholic DSB

		Timiskaming DSSAB	CSD catholique des Grandes Rivières CSD du Nord-Est de l'Ontario DSB Ontario North East Northeastern Catholic DSB
		City of Greater Sudbury	CSD catholique du Nouvel-Ontario CSD du Grand Nord de l'Ontario Rainbow DSB Sudbury Catholic DSB
		Algoma DSSAB	Algoma DSB CSD catholique des Grandes Rivières CSD catholique du Nouvel-Ontario CSD du Grand Nord de l'Ontario CSD du Nord-Est de l'Ontario DSB Ontario North East Huron-Superior Catholic DSB Northeastern Catholic DSB
		Manitoulin-Sudbury DSSAB	Algoma DSB CSD catholique des Grandes Rivières CSD catholique du Nouvel-Ontario CSD du Grand Nord de l'Ontario CSD du Nord-Est de l'Ontario DSB Ontario North East Huron-Superior Catholic DSB Northeastern Catholic DSB Rainbow DSB Sudbury Catholic DSB
		Sault Ste. Marie DSSAB	Algoma DSB CSD catholique du Nouvel-Ontario CSD du Grand Nord de l'Ontario Huron-Superior Catholic DSB
THUNDER BAY	Education Officer: Heather Exley Tel: 807-474-2993 Toll Free: 1-800-465-5020 Heather.Exley@ontario.ca Child Care Advisor: Kelly Massaro-Joblin Tel: 807-474-2982 Toll Free: 1-800-465-5020 Kelly.Massaro-Joblin@ontario.ca	Rainy River DSSAB	CSD catholique des Aurores boréales CSD du Grand Nord de l'Ontario Northwest Catholic DSB Rainy River DSB
		Kenora DSSAB	CSD catholique des Aurores boréales CSD du Grand Nord de l'Ontario Keewatin-Patricia DSB Kenora Catholic DSB Northwest Catholic DSB Rainy River DSB
		Thunder Bay DSSAB	CSD catholique des Aurores boréales CSD du Grand Nord de l'Ontario Keewatin-Patricia DSB Lakehead DSB Superior North Catholic DSB Superior-Greenstone DSB Thunder Bay Catholic DSB

OTTAWA	<p><u>Education Officer:</u></p> <p>Jeff O'Grady Manager (A), Full-Day Kindergarten Early Years Implementation Branch Tel: 416-212-4004 Jeff.OGrady@ontario.ca</p> <p><u>Child Care Advisor:</u></p> <p>Rachelle Blanchette Tel: 613-536-7331 Rachelle.Blanchette@ontario.ca</p>	County of Hastings	Algonquin and Lakeshore Catholic DSB Conseil des écoles publiques de l'Est de l'Ontario CS Viamonde CSD catholique Centre-Sud CSD catholique du Centre-Est de l'Ontario Hastings and Prince Edward DSB Kawartha Pine Ridge DSB Peterborough Victoria Northumberland and Clarington Catholic DSB
		City of Kingston	Algonquin and Lakeshore Catholic DSB Conseil des écoles publiques de l'Est de l'Ontario CSD catholique du Centre-Est de l'Ontario Limestone DSB
		County of Lanark	Catholic DSB of Eastern Ontario CSD catholique du Centre-Est de l'Ontario Conseil des écoles publiques de l'Est de l'Ontario Upper Canada DSB
		County of Leeds and Grenville	Catholic DSB of Eastern Ontario Conseil des écoles publiques de l'Est de l'Ontario CSD catholique du Centre-Est de l'Ontario Upper Canada DSB
		County of Prince Edward/Lennox and Addington	Algonquin and Lakeshore Catholic DSB Conseil des écoles publiques de l'Est de l'Ontario CSD catholique du Centre-Est de l'Ontario Hastings and Prince Edward DSB Limestone DSB
		City of Cornwall	Catholic DSB of Eastern Ontario CSD catholique de l'Est ontarien Conseil des écoles publiques de l'Est de l'Ontario Upper Canada DSB
		City of Ottawa	Conseil des écoles publiques de l'Est de l'Ontario CSD catholique du Centre-Est de l'Ontario Ottawa Catholic DSB Ottawa-Carleton DSB
		United Counties of Prescott and Russell	Catholic DSB of Eastern Ontario Conseil des écoles publiques de l'Est de l'Ontario CSD catholique de l'Est ontarien Upper Canada DSB
		County of Renfrew	Conseil des écoles publiques de l'Est de l'Ontario CSD catholique du Centre-Est de

			l'Ontario Renfrew County Catholic DSB Renfrew County DSB
BARRIE	<p><u>Education Officer:</u></p> <p>Ana Marie Prokopich Tel: 705-725-6260 Toll Free: 1-888-999-9556 AnaMarie.Prokopich@ontario.ca</p> <p>TBD (French Language Boards)</p> <p><u>Child Care Advisor:</u></p> <p>Maria Saunders Tel: 705-725-7629 Maria.Saunders@ontario.ca</p>	County of Bruce	Bluewater DSB Bruce-Grey Catholic DSB CS Viamonde CSD des écoles catholiques du Sud-Ouest
		County of Grey	Bluewater DSB Bruce-Grey Catholic DSB CS Viamonde CSD des écoles catholiques du Sud-Ouest
		Regional Municipality of Durham	CS Viamonde CSD catholique Centre-Sud Durham Catholic DSB Durham DSB Kawartha Pine Ridge DSB Peterborough Victoria Northumberland and Clarington Catholic DSB
		County of Northumberland	CS Viamonde CSD catholique Centre-Sud Kawartha Pine Ridge DSB Peterborough Victoria Northumberland and Clarington Catholic DSB
		City of Peterborough	CS Viamonde CSD catholique Centre-Sud Kawartha Pine Ridge DSB Peterborough Victoria Northumberland and Clarington Catholic DSB
		County of Simcoe	CS Viamonde CSD catholique Centre-Sud Simcoe County DSB Simcoe Muskoka Catholic DSB
		City of Kawartha Lakes	CS Viamonde CSD catholique Centre-Sud Peterborough Victoria Northumberland and Clarington Catholic DSB Trillium Lakelands DSB
		Regional Municipality of York	CS Viamonde CSD catholique Centre-Sud York Catholic DSB York Region DSB
		District Municipality of Muskoka	CSD catholique Centre-Sud Simcoe Muskoka Catholic DSB Trillium Lakelands DSB