

REGULAR BOARD MEETING AGENDA

Date: Tuesday, December 18, 2018
Time: 7:30 pm
Location: Catholic Education Centre - Board Room
802 Drury Lane
Burlington, Ontario

	Pages
1. Call to Order	
1.1 Opening Prayer, National Anthem and Oath of Citizenship (W. Charlebois)	1 - 1
1.2 Motions Adopted In-Camera	
1.3 Information Received In-Camera	
2. Approval of the Agenda	
3. Declarations of Conflict of Interest	
4. Presentations	
4.1 Keeping Christ in Christmas	2 - 7
5. Delegations	
5.1 Operational Issues Regarding French Programming (D. Carroll, S. Duff)	8 - 28
5.2 French Programming (S. Kusyk, S. Yardimoglu)	29 - 39
6. Approval of Minutes	
6.1 Minutes of the November 20, 2018 Regular Board Meeting	40 - 47
6.2 Minutes of the December 4, 2018 Inaugural Board Meeting	48 - 51
7. Business Arising from Previous Meetings	
7.1 Summary of Outstanding Items from Previous Meetings	52 - 52
8. Action Items	
8.1 Response to Delegations (P. DeRosa)	
8.2 Policy I-14 Smoking Vaping Ban (N. Guzzo)	53 - 56
8.3 Policy I-26 Student Trustees of the Halton Catholic District School Board (N. Guzzo)	57 - 62
8.4 Policy II-20 Child Abuse and Protection of Students (N. Guzzo)	63 - 67

8.5	Policy II-28 Alcohol, Tobacco, Vaping, and Drug Education and Abuse in Schools (N. Guzzo)	68 - 72
9.	Staff Reports	
9.1	Proposed 2019 Facility Renewal Projects (R. Merrick)	73 - 78
10.	Information Items	
10.1	Student Trustees Update (W. Charlebois)	
10.2	School Educational Field Trips (C. McGillicuddy)	79 - 80
10.3	2018-19 Revised Budget Estimates including September 1, 2018 to November 30, 2018 Actuals (R. Negoï)	81 - 103
10.4	Four Year Ministry Enrolment Projection and Long-Term Capital Plan Preliminary Enrolment Projection (R. Negoï)	104 - 132
10.5	Capital Projects Report as at November 30, 2018 (R. Negoï)	133 - 151
10.6	St. Michael Catholic Elementary School Sketch Plan Design (R. Merrick)	152 - 182
10.7	St. Peter Catholic Elementary School Sketch Plan Design (R. Merrick)	183 - 225
10.8	Construction Report – St. Scholastica Catholic Elementary School (R. Merrick)	226 - 226
10.9	Construction Report – St. Mark Catholic Elementary School (R. Merrick)	227 - 227
11.	Miscellaneous Information	
11.1	Minutes of the November 5, 2018 CPIC Meeting	228 - 230
11.2	Minutes of the November 12, 2018 SEAC Meeting	231 - 236
11.3	Minutes of the November 13, 2018 Policy Committee Meeting	237 - 241
12.	Correspondence	
13.	Open Question Period	
14.	In Camera	
15.	Resolution re Absentees	
16.	Adjournment and Closing Prayer (P. DeRosa)	

December 18 Regular Board Meeting

Scripture

A reading from the letter of Paul to the Ephesians.

I ... beg you to lead a life of worthy of the calling to which you have been called, with all humility and gentleness, with patience, bearing with one another in love, making every effort to maintain the unity of the Spirit in the bond of peace. There is one body and one Spirit, just as you were called to the one hope of your calling, one Lord, one faith, one baptism, one God and Father of all, who is above all and through all and in all.

Reflection

One of the discoveries we make in prayer is that the closer we come to God, the closer we come to all our brothers and sisters in the human family. God is not a private God. The God who dwells in our inner sanctuary is also the God who dwells in the inner sanctuary of each human being. As we recognize God's presence in our own hearts, we can also recognize that presence in the hearts of others, because the God who has chosen us as a dwelling place gives us the eyes to see the God who dwells in others. (Henri Nouwen)

Closing Prayer

Lord Jesus, teach us by your Spirit to see our brothers and sisters as you see them. Allow us to put aside our differences so to pursue our calling of serving others.
Amen.

PRESENTATION

ITEM 4.1

'KEEPING CHRIST IN CHRISTMAS' STUDENT CONTEST

PURPOSE:

To provide Trustees with information regarding the 6th Annual 'Keeping Christ in Christmas' student contest.

BACKGROUND INFORMATION:

Once again this year, Halton Catholic elementary and secondary school students were invited to participate in the 'Keeping Christ in Christmas' student contest. The submission period ran from November 9 through December 2, 2018. The response of our Halton Catholic school communities was incredible, with over 400 submissions, including traditional artwork, short videos, original songs, and new this year ~ short stories and poems were submitted.

On December 5, 2018, a judging panel reviewed all of the submissions received from students across the Board and selected the elementary and secondary student entries as finalists.

A total of four (4) student groups were included in the judging process and were reviewed separately, according to group: Kindergarten – Grade 3 (Primary), Grades 4-6 (Junior), Grades 7-8 (Intermediate), and Grades 9-12 (Secondary). A total of four (4) submissions were selected as finalists in each student group; with a total of sixteen (16) student finalists!

JUDGING PANEL:

The judging panel consisted of Pat Daly, Director of Education; Peter DeRosa, Chair of the Board; Nina March, President, Halton OECTA Elementary Association; Tara Hambly, Vice-President, Halton OECTA Elementary Association; Lorain Beraldo-Turner, Vice-President, Halton OECTA Secondary Association; Sean Roberts, Vice-President, Halton OECTA Secondary Association; and Gillian Federico, System Chaplain and Faith Formation Lead.

STUDENT FINALISTS:

Name	School	Grade	Student Group
Sophia Brimo	St. Anthony of Padua CES	Grade 3	Kindergarten-Grade 3
Alisha Kavikumar	Queen of Heaven CES	Kindergarten	Kindergarten-Grade 3
Ana-Sophia Lothringen	Sacred Heart of Jesus CES	Grade 2	Kindergarten-Grade 3
Maëlle Rybinski	Holy Rosary (Milton) CES	Grade 3	Kindergarten-Grade 3
Jacob Casimiro	Queen of Heaven CES	Grade 6	Grades 4-6
Alexa Cormier	St. Brigid CES	Grade 6	Grades 4-6
Kingsley Marshall	St. Andrew CES	Grade 4	Grades 4-6
Tanitoluwa Olubode	St. Catherine of Alexandria CES	Grade 4	Grades 4-6
Anh (Cindy) Bui	St. Benedict CES	Grade 8	Grades 7-8
Sophia Petit-Garcia	St. John Paul II CES	Grade 7	Grades 7-8
Anna Marie Horvat	Ascension CES	Grade 8	Grades 7-8
Zoe Leonard	St. Vincent CES	Grade 8	Grades 7-8
Annie Alice John	Jean Vanier CSS	Grade 12	Grades 9-12
Francis Losa	Jean Vanier CSS	Grade 11	Grades 9-12
Thomas Joseph Nasato	St. Thomas Aquinas CSS	Grade 12	Grades 9-12
Sedigallage Peiris	Notre Dame CSS	Grade 12	Grades 9-12

ONLINE VOTING PROCESS:

The online voting process took place from December 7 through December 14, 2018, allowing students, families, staff, and all members of the Halton Catholic and broader community to cast their votes online.

The sixteen (16) student finalists and their families have been invited to attend the December 18, 2018 Regular Meeting of the Board. All finalists will be recognized at the Board Meeting, and a top prize will be awarded to the students who received the highest number of online votes. The winners will be announced at the meeting.

COMMENTS:

We are extremely grateful for the ongoing interest and participation of students, parents, teachers and staff who took part in the 'Keeping Christ in Christmas' contest this year.

A special note of appreciation is extended to the Halton OECTA Elementary and Secondary Associations for their continued partnership and support of the contest, through their generous donations towards the top prizes awarded to the student winners.

Student submissions will be featured on the Board's website and YouTube channel leading up to Christmas and during the break.

REPORT PREPARED BY: A. BARTUCCI
COMMUNICATIONS OFFICER, STRATEGIC COMMUNICATIONS SERVICES

REPORT SUBMITTED BY: A. SWINDEN
MANAGER, STRATEGIC COMMUNICATIONS SERVICES

REPORT APPROVED BY: P. DALY
DIRECTOR OF EDUCATION & SECRETARY OF THE BOARD

Appendix A

Created by: **Sophia Brimo**, a Grade 3 student at *St. Anthony of Padua Catholic Elementary School* in Milton.



Appendix B

Created by: **Alisha Kavikumar**, a Kindergarten student at *Queen of Heaven Catholic Elementary School* in Milton.



Appendix C

Created by: **Ana-Sophia Lothringen**, a Grade 2 student at *Sacred Heart of Jesus Catholic Elementary School* in Burlington: bit.ly/WhatDoesItMean-KCIC



Appendix D

Created by: **Maëlle Rybinski**, a Grade 3 student at *Holy Rosary Catholic Elementary School* in Milton.



Appendix E

Created by: **Jacob Casimiro**, a Grade 6 student at
Queen of Heaven Catholic Elementary School in Milton:
bit.ly/JesusIsYourBirthday



Appendix F

Created by: **Alexa Cormier**, a Grade 6 student
at *St. Brigid Catholic Elementary School*
in Georgetown.

Keeping Christ in Christmas

Listen to a friend who really needs an ear. Comfort a
young child who might have a fear.

Show respect to your teachers who guide you everyday.

Love everyone around you black, white, straight or gay.

If someone has a problem offer some advice.
Remember that in all you do the key is to be nice.

Help someone who struggles with science or with math.
By doing these acts of kindness you are on the right
path.

Smile at a student who looks like he's feeling down. See
what this small gesture can do to his frown.

Appendix G

Created by: **Kingsley Marshall**, a Grade 4
student at *St. Andrew Catholic Elementary School*
in Oakville: bit.ly/KeepinTheChristInChristmas



Where is Christ in Christmas?

Not always in words offered at the checkout counter
Not in the lights and decorations on the town hall lawns
Not in the debates and political statements
Not in passing words, or greetings
but so much as in hearts and willing hands
In blankets given to shelter the homeless
In gifts for families without
In food that satisfies the hungry
In shoes to bare feet
In warm coats and genuine hugs

Appendix H

Created by: **Tanitoluwa Olubode**, a Grade 4 student
at *St. Catherine of Alexandria Catholic Elementary School*
in Georgetown.

Appendix I

Created by: **Anh (Cindy) Bui**, a Grade 8 student at *St. Benedict Catholic Elementary School* in Milton.



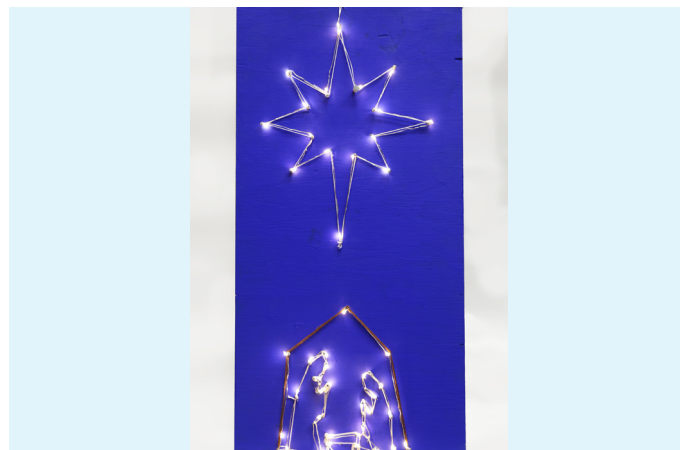
Appendix J

Created by: **Sophia Petit-Garcia**, a Grade 7 student at *St. John Paul II Catholic Elementary School* in Oakville: bit.ly/HarktheHerald-Drumming



Appendix K

Created by: **Anna Marie Horvat**, a Grade 8 student at *Ascension Catholic Elementary School* in Burlington.



Appendix L

Created by: **Zoe Leonard**, a Grade 8 student at *St. Vincent Catholic Elementary School* in Oakville.



Appendix M

Created by: **Annie Alice John**, a Grade 12 student at *Jean Vanier Catholic Secondary School* in Milton.



Appendix N

Created by: **Francis Losa**, a Grade 11 student at *Jean Vanier Catholic Secondary School* in Milton.



Appendix O

Created by: **Thomas Joseph Nasato**, a Grade 12 student at *St. Thomas Aquinas Catholic Secondary School* in Oakville: bit.ly/CHRISTmasWrap



Appendix P

Created by: **Sedigallage Peiris**, a Grade 12 student at *Notre Dame Catholic Secondary School* in Burlington.

Keeping Christ in Christmas
There is nothing like Christmas for me that brings joy to my heart. It's a feeling that cannot be explained with words.
I believe that love and humility are the greatest qualities that Christ wanted to inculcate in people's hearts. He was the King of kings, but he knelt down to wash the feet of people and set an example for others.
Today there are many conflicts in different parts of the world because people are not willing to be humble and forgive. So, though we cannot change the whole world in one day, as mother Theresa said, we can do our own little part individually. For many people, Christmas is a time to buy new clothes, gifts, devices, etc... I have been serving the altar since I was nine years old. I have seen people attending Christmas masses wearing expensive, beautiful clothes as a Christmas tradition. Matthew 5:24 says, "Leave your gift near the altar. First go and be reconciled to your neighbour; then come and offer your gift". Therefore, if we can forgive someone during the Christmas time, I think that it will be more important than a physical gift which might be forgotten in short time.
We came to Canada in 2008 from Sri Lanka because of the dangerous political situation in that country.



Glen Abbey CE03 - Community Requires Transparency on Operational Issues Impacting Extended French Programming

Delegated to: Halton Catholic District School Board

**Delegated by: Saint Matthew Catholic Elementary School Concerned Parents Delegation
Sandra Duff & Daniel Carroll**

Date: 12/18/18 HCDSB Meeting

Situation Overview

HCDSB recently announced their decision to relocate the Extended French Program (EF) from Saint Matthew Catholic Elementary School in Oakville (SMCS). This decision was made without community engagement, and demonstrates a clear lack of transparency on the key “Operational Issues” that led to Program Removal and an estimated 50% reduction in access to French Programming in the Glen Abbey Area (CE03).

Today's Purpose

We are here today to outline aforementioned concerns and highlight the current and projected Board and Community Impact

Desired Outcome

The Board of Trustees vote to rescind the current decision and maintain EF programming at both Saint Matthew and Saint Bernadette Catholic Schools until all stakeholders - Trustees and the Public alike - have a clear understanding of the root cause drivers of “Operational Issues” facing schools in the Glen Abbey Area. Once said understanding is gained, the Board and Community will be in position to collaborate on solutions and make thoughtful decisions that mitigate consequences for both parties.

The Desired Outcome Aligns with Trustee Commitments

Peter DeRosa - Chair

"I will bring forward the concerns of students, parents, and other community stakeholders in collaboration with Board administrators and staff, striving to achieve education excellence for our students".



Brenda Agnew

*"My plan is to focus on these 4 pillars:
Stakeholder Engagement
Student Success
Staff Support and Development
Preserving Catholic Education"*



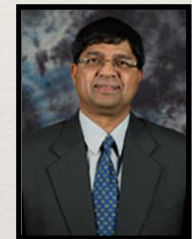
Vincent Iantomasi

"I will examine issues and listen closely to the community concerns and work towards sound results. I will focus on strengthening the Board presence in our Community".



Marvin Duarte

"I promise to be accountable to parents and address their concerns promptly, while floating stakeholder surveys for major policy decisions and manage budget constraints".



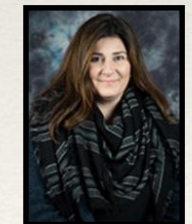
Janet O'Hearn Czarnota

"I'm new to the role and I want to investigate the issues and all the different feedback and what our views are"



Nancy Guzzo

"I am a strong advocate for parent engagement in our schools and school board, and vow to ensure your trust with the best interests of our children at the forefront"



And Helps to Drive Future Board and Community Partnership vs. Historical Performance

Halton Catholic school board hears student outrage over ban on charities that don't reflect religious values

TORONTO STAR, MAY 3, 2018

Halton Catholic school board suspends controversial fundraising policy

Global News  RADIO

By The Canadian Press

The Canadian Press

GLOBAL NEWS, MAY 3, 2017

Angry parents once again plead with Halton Catholic board not to phase out EFL program

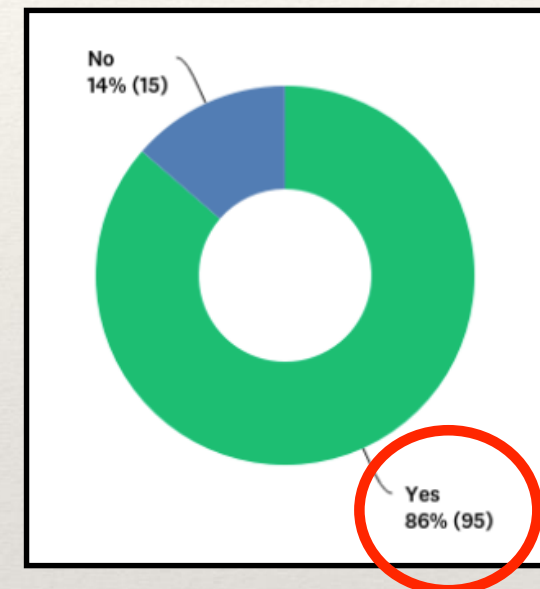
INSIDE HALTON, NOV 8, 2017

Community Actions Resulting From Program Removal

- **PETITION*** - Keep The Successful Extended French Program at St. Matthew Catholic School in Oakville Petition has amassed [358 signatures of support to date.](#)

change.org

- **SURVEY*** - A survey developed by The Concerned Parents of Saint Matthew organization revealed that [86% of parents are concerned about this pending decrease in programming opportunities at Saint Matthew.](#)





- **DELEGATION*** - A delegation presented to HCDSB on 11/06 titled “Retain the Extended French Immersion Program at Saint Matthew Catholic Elementary School”, asking the Board to rescind the decision to remove the EF until further analysis, review and consultation was completed. [This uncovered the “Operational Issues” the Saint Matthew community was previously unaware existed.](#)

1 & 2. Lack of Transparency Pertaining to Drivers of Operational Issues at Saint Matthew Catholic Elementary School

- Information Report “Supporting Optional French Programming”, which was introduced as item 10.12 during the 10/16/18 Board Meeting - and used to support Director Daly’s decision to remove the program from SMCS - references capacity challenges at SMCES but **does not disclose underlying drivers**.
- Key drivers of “Operational Issues” still not disclosed to the public (erodes trust) despite **numerous community email communications to Board to gain clarity**
- Issues appear to be related to **over capacity/max capacity and portable usage** at SMCS, and **under utilization of schools** within Oakville (and) bordering the Glen Abbey Area.
- Board Staff works on projections and facility utilization *(per chart from Long Term Capital Report 2018)* and is presumably **in position to oversee and predict capacity challenges before they negatively impact communities**.

Enrolment Projections and Facility Utilization

School	FCI	FBC	Port. Cap.	Site Cap.		Historic					Projected (1-5 year)					Forecast (6-15 year)										15 year Change
						2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	
St. Bernadette CES 	22%	504	276	780	Enrol.	528	543	579	573	576	542	533	521	514	506	497	473	474	471	467	463	464	464	464	464	-19%
					UTZ	105%	108%	115%	114%	114%	108%	106%	103%	102%	100%	99%	94%	94%	93%	93%	92%	92%	92%	92%	92%	
St. Matthew CES 	22%	363	138	501	Enrol.	408	437	425	465	481	491	503	504	517	512	497	496	493	491	483	475	469	465	461	461	-4%
					UTZ	112%	120%	117%	128%	133%	135%	139%	139%	142%	141%	137%	137%	136%	135%	133%	131%	129%	128%	127%	127%	
CEO3 Total (Avg. for FCI)	22%	867	414	1281	Enrol.	936	980	1004	1038	1057	1033	1036	1025	1031	1018	994	969	967	962	950	938	933	929	925	925	-12%
					UTZ	108%	113%	116%	120%	122%	119%	119%	118%	119%	117%	115%	112%	112%	111%	110%	108%	108%	107%	107%	107%	

* St. Teresa of Calcutta CES catchment includes a study area within CEO3.

And yet, the Board continued to accept Cross Boundary applications at SMCS 2013-2018

1 & 2. Critical Questions

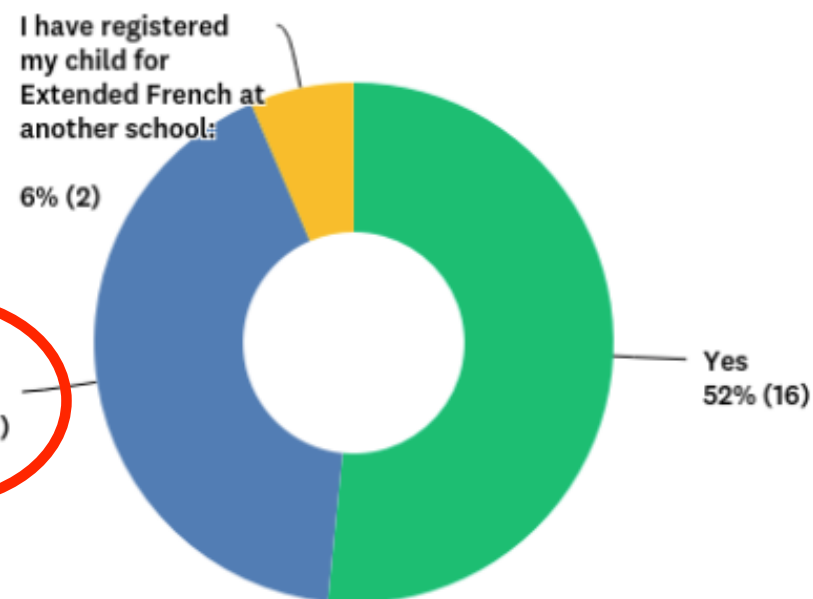
- **Why did the Board continue to accept Cross Boundary applications, if capacity concerns were growing and the loss of Extended French would be a long term consequence for the community?**
- **What are the issues with the Home Schools of Cross Boundary exceptions, and why would the Board permit said exceptions with capacity issues at SMCS imminent?**
- **The 2018 Long Term Capital Plan was agreed to (in principle) with Trustees in June 2018. It clearly stated that SMCS would be subject to a Program Review in 2020/21, inclusive of key stakeholder engagement. What monumental changes occurred between June and October to warrant the surprising loss of programming at SMCS, and subsequently in the Glen Abbey area?**

3. Community Impact - The Full Story is Unclear

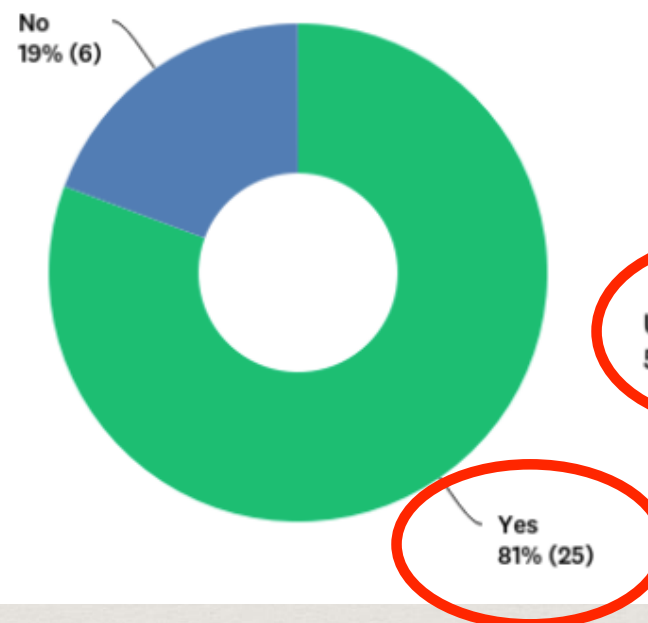
Access to the Extended French Program in the Glen Abbey area **has been reduced by 50%**. Furthermore, the **interest in program participation may not truly be represented** in the current enrolment numbers for Saint Bernadette. See below:

Subset of Survey Questions Specific to G4 Parents Only

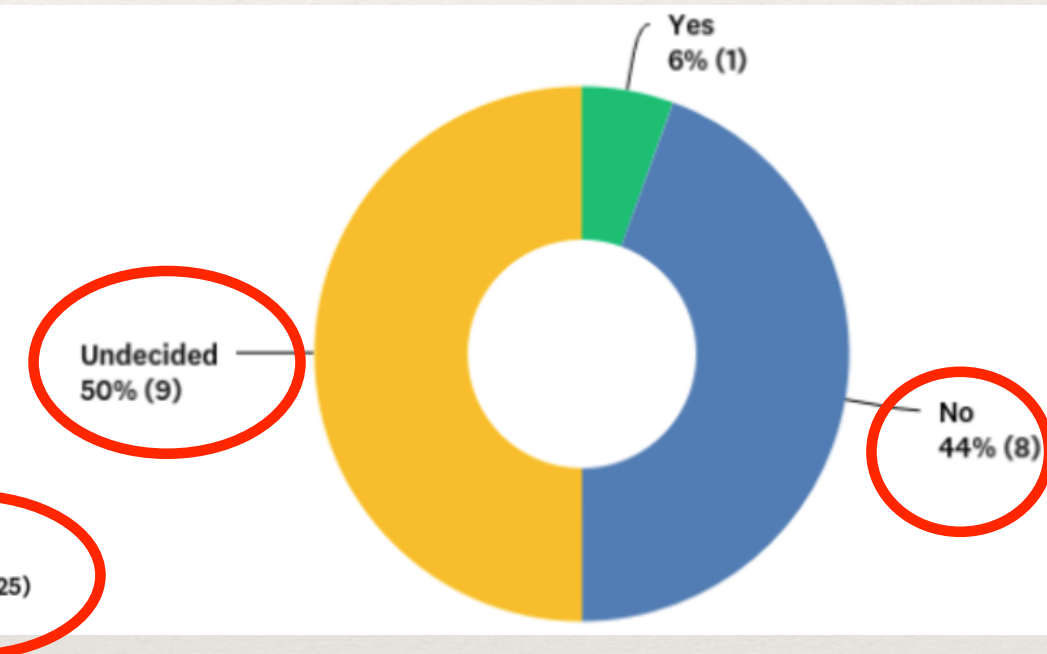
Have you Registered* your Child for EFI at SB for 2019/20?



Would You Have Registered* Your Child if EFI were Offered at SMCS?



Will You Send Your Child to SBCS if Child Offered a Spot in EFI?



Only 52% of G4 parents surveyed have opted to apply for EFI at SBCS. However, 81% of G4 parents would have registered for the program had it remained at SMCS. Most alarming, **94% of parents are UNDECIDED or WILL NOT send their child to SBCS should they be accepted.**

**The term "registered" in this survey means "applied to participate in lottery"*

3. Community Impact - The Board Has Created a Culture of Confusion

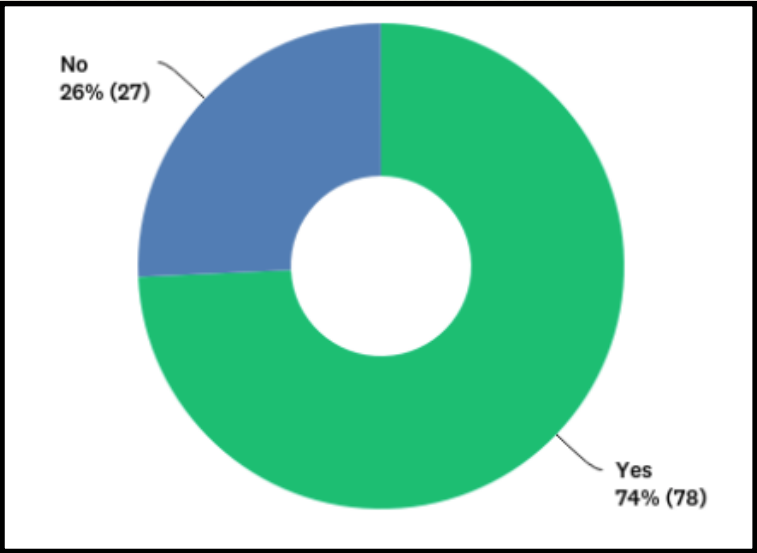
- Survey results reflect **community confusion and concern** over “what happens next” should they choose to enrol their child at Saint Bernadette for the 2019/2020 school year.
- **Board communication is lacking and supporting said culture.** See key examples below of Parent Discovered critical decision making information:
 - G5 EFI students may in fact spend **half days in a portable** in 2019/2020 at SBCS*
 - Students must be enrolled at SBCS by 12/21/18 or **lose their spot**
 - Busing requirements will not be determined until all students are enrolled in the program. Estimated time to gain **insight on busing is March 2019**
 - SBCS is a late start school (starts 30 minutes after SMCS) - **UNANTICIPATED family considerations for child care and work vs. educational priorities**
- Survey data indicates there is **great interest in Extended French programming.** This indicator is also supported by high historical demand. This demand has been driven within the SMCS community, as **SMCS students comprise approximately 50% of the participating population.** However, an additional consequence of:
 - inadequate long term planning
 - hasty non-inclusive decisions
 - poor communication

**May Create a False Picture of Actual Program Demand in the Glen Abbey Area
i.e. Underestimated**

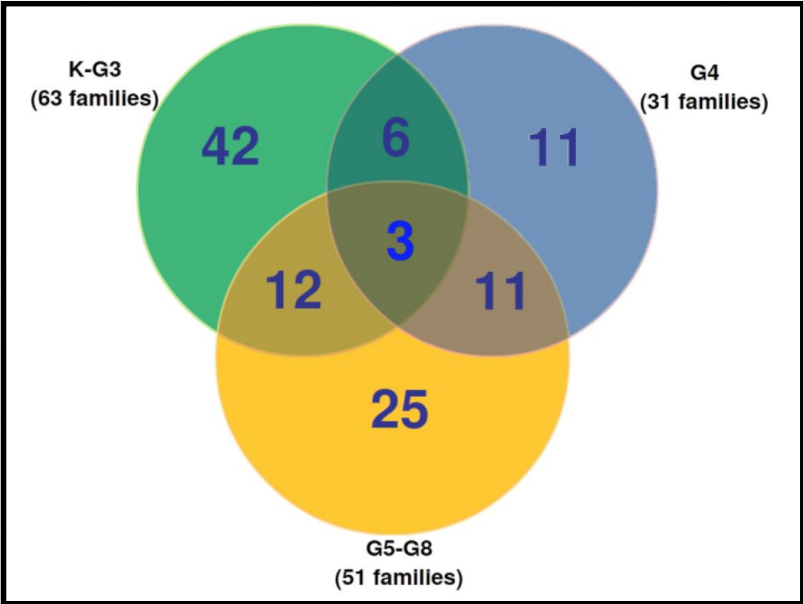
**Today G5 EFI students spend half days in a portable*

Potential Future Board Challenges - And An Opportunity To Mitigate

74% of parents were planning to register their children for Extended French at SMCS prior to the Boards recent removal decision.



63 Families have children in the K-3 cohort, and 67% of those families ONLY have children in K-G3. Is the Board confident that those families - who WERE NOT part of critical Board communications - CONFIDENT these families truly understand the impact of these changes?



With 86% of parents stating they are concerned about a decrease in Programming for SMCS (and ultimately Glen Abbey), it can be assumed that this is just the beginning of public backlash.

We urge this Board to RESCIND the current decision and maintain Extended French at both SMCS and SBCS for 2019/2020 school year. This will maintain current program accessibility in Glen Abbey, and afford both the Board and Community stakeholders TIME to collaborate on winning strategies.

APPENDIX

Additional Background Facts

- The parents of Grade 4 children received an email on 10/25 indicating that EFI would be relocated from SMCS in the 2019/2020 school year.
- Registration for this program occurred between 11/05 - 11/19.
- Student progress reports and parent teacher meetings were issued to and held with parents after the registration window closed.
- Parents were not afforded time to assess their child's aptitude for long term successful French program participation

Please see links below to supporting documentation of petition:

https://www.change.org/p/keep-the-successful-extended-french-at-st-matthew-catholic-school-in-oakville?cs_tk=AVIPAljuPYm1HzvT6VsA0drNbcxYLxuQnlo6GwFgLg%3D%3D&utm_campaign=93885f1e2c32411e9be2ca48be8fe743&utm_medium=email&utm_source=petition_update&utm_term=cs

And 11/06/18 Delegation under Board Report Section 5 - Delegations, Item 5.1 Retain the Extended French Immersion Program at St. Matthew Catholic Elementary School Pages 1-19:

https://www.hcdsb.org/Board/Meeting%20Documents/BOARD_2018_11_06_REPORT.pdf

Please see link below to Information Report Item 10.12 "Supporting Optional French Programming" referenced during the 10/16/18 Board Meeting. Pages 159-168.

https://www.hcdsb.org/Board/Meeting%20Documents/BOARD_2018_10_16_REPORT.pdf

Please see link to 2018 Long Term Capital Report:

<https://isp.hcdsb.org/wp-content/uploads/2018/06/LTCP-June1-FullReport-RedSz.pdf>

A Survey for St. Matthew Parents about Extended French Program Relocation

- Survey Date Created: **Monday, November 12, 2018**
- Survey Results Collected **between Nov 21, 2018 and Dec 6, 2018**
- In total **110 Saint Matthew families** responded to the survey. Only one single response was collected per family (no multiple family response submissions)
- eMail addresses were procured via publicly available sources - i.e. school directory - and is a **representative sample of the population**
- Online link for the survey results:

<https://www.surveymonkey.com/stories/SM-HSQ68LC8/>

Q1: Are you aware that the HCDSB is relocating the Extended French Program (which starts in Grade 5) from Saint Matthew to Saint Bernadette in the 2019 - 2020 school year?

ANSWER CHOICES	RESPONSES	
Yes	94%	103
No	6%	7
TOTAL		110

Q2: What Grade Range does your child or children currently fall into?
Please select each one that applies:

Answered: 110 Skipped: 0

ANSWER CHOICES	RESPONSES	
K - G3	57%	63
G4	28%	31
G5 - G8	46%	51
Total Respondents: 110		

Q3: If your child is in Grade 4, please answer this question, and questions 4 and 5. If not, please move on to question 6.

Have you registered your child for the Extended French program at St. Bernadette for the 2019-2020 school year?

Answered: 31 Skipped: 79 (This question was for Grade 4 parents only, therefore other grade parents skipped the question as per the survey logic.)

ANSWER CHOICES	RESPONSES	
Yes	52%	16
No	42%	13
I have registered my child for Extended French at another school:	6%	2
TOTAL		31

Q4: Would you have registered your child in the Extended French program if it were offered at St. Matthew?

Answered: 31 Skipped: 79 ((This question was for Grade 4 parents only, therefore other grade parents skipped the question as per the survey logic.))

ANSWER CHOICES	RESPONSES	
Yes	81%	25
No	19%	6
TOTAL		31

Q5: If you answered “Yes” to question 3, will you send your child to St. Bernadette if he/she is offered a spot in the Extended French program there?

Answered: 18 Skipped: 92 (This question was dependent on the YES answers for question 3, therefore 18 parents responded as per the survey logic.)

ANSWER CHOICES	RESPONSES	
Yes	6%	1
No	44%	8
Undecided	50%	9
TOTAL		18

Q6: Were you planning on registering your younger child/children in the Extended French program at St. Matthew prior to the Board’s decision to relocate the program?

Answered: 105 Skipped: 5 (This question was asked for those who have younger than G5-G8 grades)

ANSWER CHOICES	RESPONSES	
Yes	74%	78
No	26%	27
TOTAL		105

Q7: Are you concerned about this pending decrease in programming opportunities for your child/children at Saint Matthew?

Answered: 110 Skipped: 0

ANSWER CHOICES	RESPONSES	
Yes	86%	95
No	14%	15
TOTAL		110

Q8: Do you wish to be kept up to date on parent led group efforts to halt this pending change until further insight by the Board is provided?

Answered: 109 Skipped: 1

ANSWER CHOICES	RESPONSES	
Yes	80%	87
No	20%	22
TOTAL		109

Accessible Education for Students with Disabilities:



Will the Extended French Program
Relocation Meet the Needs of
ALL Students?

DELEGATION PRESENTED TO: HCDSB
DATE: TUESDAY DECEMBER 18, 2018
BY: SOPHIA KUSYK & SIBEL YARDIMOGLU

Purpose and Course of Action Requested



Purpose

Our intent is to request the best solution for all French Immersion (FI) students in the HCSB community affected during possible school relocations.

Our findings

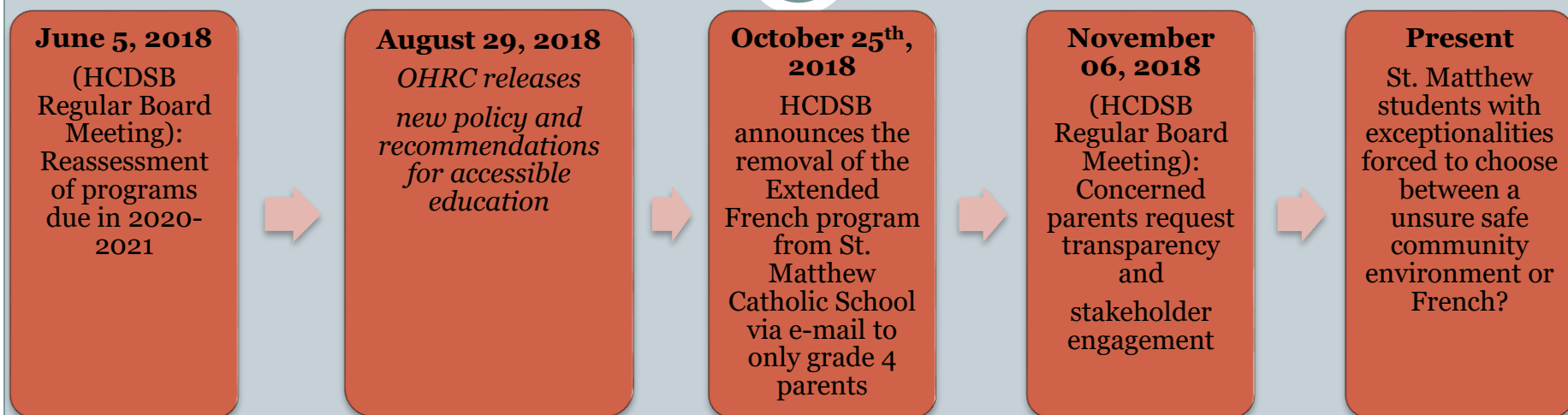
We would like to raise our concerns with regards to the potential harmful consequences of moving students to a new school environments without an identification, assessment and accommodation strategy of currently at risk students* in the St. Matthew school.

Recommendation:

We recommend that the board place an indefinite hold on its plans to remove the program from St. Matthew Catholic School until it can determine, in writing, that it is not in violation of the most recent policy revisions from the Ontario Human Rights Commission.

Quick background & Questions

“A School Boundary Review and French Immersion Program Review should be conducted in 2020-21 to balance overall enrolment across CEO2-5...”³



1. When was the decision to relocate the Extended French program from St. Matthew made?

2. Did the Board review the new policy amendments issued by the Human Rights Commission prior to making its decision to relocate the program?

3. How is the board assessing and identifying eligible students?

4. How is the board accommodating eligible students?

Quick Review: Ontario Human Rights Commission Policy on Accessible Education for Students with Disabilities



- The Ontario Human Rights Code guarantees the right to equal treatment in education, without discrimination on the ground of disability.
- The Ontario Human Rights Commission (OHRC) has recognized for some time that, despite a highly regulated and complex education framework designed to address the “special needs” of students, students with disabilities continue to face obstacles in their attempts to access educational services in Ontario.
- The OHRC’s Policy on Accessible Education for Students with Disabilities provides practical guidance on the legal rights and responsibilities set out in the Code as they relate to the ground of disability in the context of education.

Quick Review: Amended OHRC Policy



- On **August 29, 2018**, the Ontario Human Rights Commission (OHRC) released its new *Policy on Accessible Education for Students with Disabilities*, along with recommendations on how to best meet legal obligations under Ontario's Human Rights Code.¹
- The policy:
 - recognizes that education is vitally important to a person's social, academic and economic development
 - reflects a broad definition of disability (updated to include non-evident disabilities including mental health disabilities, learning disabilities, chronic fatigue syndrome, **environmental sensitivities**, diabetes, anaphylaxis and epilepsy)
 - provides students and families with up-to-date information about their human rights and responsibilities
 - **offers practical guidance to education providers to meet their legal duty to accommodate**
 - reminds schools of their obligation to maintain accessible, inclusive, discrimination and harassment-free spaces
- The policy places emphasis on:
 - accommodations that promote integration and full participation
 - the duty of education providers to inquire into whether a student has needs related to a disability, and to offer assistance and accommodation - even if the student has not made a specific accommodation request
 - the principle that accommodation is a responsibility shared by all parties to the process

¹ Ontario Human Rights Commission: *OHRC releases new policy and recommendations on accessible education*

Current Case Study: St. Matthew Student



- Meet John*, an active Grade 4 student at St. Matthew School.
- John and his family have always planned on including Extended French in his educational plan.
- In fact, John's family chose to purchase a home within the St. Matthew catchment area to ensure that he would become habituated in his school. Despite John's non-evident disability, his parents hope that he would be able to participate in the Extended French program without the added anxiety and tremendous fear of having to switch schools, take a school bus and adapt to a whole new school environment in Grade 5.
- Due to his condition John will only be able to participate in the Extended French program apart from his current community with severe emotional and psychological repercussions unless the move will be appropriately dealt with.

Under the current circumstances John and other students with exceptionalities are forced to choose between a unsure environment or French immersion.

Which students are affected?



How is the board identifying and assessing eligible students?

- John's situation is one that several St. Matthew students with disabilities are currently experiencing.
- The need for the Board to identify and assess students with disabilities has not once been mentioned by the Board in their transition plans.
- The current program at St. Matthew Catholic School provides accommodation for students with disabilities including, but not limited to, Autism, Tourette's Syndrome and Anxiety Disorder. The current students are well habituated in their current communities.

What is the board's policy and strategy (in writing) for identifying and assessing students with mental disabilities that are being uprooted?

Or

Is the board planning on excluding these students by self-elimination from the opportunity to learn French because there is no apparent plan to identify for undue harm resulting from a new and extremely stressful environment due to their condition?

How is the board accommodating at risk students?



- John's situation is one that several St. Matthew students with disabilities are currently experiencing.
- The proposed premature removal of the program, which was not supposed to be re-assessed until the 2020-2021 school year, fails to address how the expanded definitions of "disability" and duty to accommodate are going to be addressed in the new environment. In moving the program without seeking community input and without providing adequate notice to key stakeholders, the Board may be excluding and failing to meet the educational needs of its most vulnerable members – children with disabilities.
- The Board must allow for the full integration and participation of ALL students – including those with disabilities – in the Extended French program. In removing Extended French from St. Matthew School without an appropriate plan, the Board may fail to adhere to the OHRC's revised Policy on Accessible Education.

What is the board's policy and strategy (in writing) for accommodating the physiological needs of students with mental disabilities that are being uprooted?

Or

Is the board planning on excluding these students by self-elimination from the opportunity to learn French because there is no apparent plan to integrate them into a new and extremely stressful environment for them due to their condition?

Review of Concerns and Questions



1. For the sake of transparency, when was the decision to relocate the Extended French program from St. Matthew made?
2. Did the Board review the new policy amendments issued by the Human Rights Commission prior to making its decision to relocate the program?
3. What is the board's policy and strategy (in writing) for identifying and assessing students with mental disabilities that are being uprooted?
4. What is the board's policy and strategy (in writing) for accommodating the physiological needs of students with mental disabilities that are being uprooted?

OUR RECOMMENDATION



WE RECOMMEND THAT THE BOARD PLACE AN INDEFINITE HOLD ON ITS PLANS TO REMOVE THE PROGRAM FROM ST. MATTHEW CATHOLIC SCHOOL UNTIL IT CAN DETERMINE, IN WRITING, THAT IT IS NOT IN VIOLATION OF THE MOST RECENT POLICY REVISIONS FROM THE ONTARIO HUMAN RIGHTS COMMISSION.

Sources Consulted



- Hutchins, Aaron. (Mar. 22, 2015). *Just say 'non': The problem with French immersion*. <https://www.macleans.ca/education/just-say-non-the-problem-with-french-immersion/>
- Ontario Human Rights Code. Human Rights Code, RSO 1990, C H-19. <http://www.ohrc.on.ca/en/ontario-human-rights-code>
- Ontario Human Rights Commission. (August 29, 2018). *OHRC releases new policy and recommendations on accessible education*. http://www.ohrc.on.ca/en/news_centre/ohrc-releases-new-policy-and-recommendations-accessible-education
- Ontario Human Rights Commission Policy on Accessible Education for Students with Disabilities: http://www.ohrc.on.ca/sites/default/files/Policy%20on%20accessible%20education%20for%20students%20with%20disabilities_FINAL_EN.pdf#overlay-context=en/users/aspeller
- Ontario Ministry of Education: <http://www.edu.gov.on.ca/eng/amenagement/initiative.html>
- HCDSB Regular Board Meeting June 5, 2018. Includes 2018 Long Term Capital Plan: <https://isp.hcdsb.org/wp-content/uploads/2018/06/LTCP-June1-FullReport-RedSz.pdf>
- HCDSB Regular Board Meeting, November 06, includes Retain the Extended French Immersion Program at Saint Matthew Catholic Elementary School delegation

MINUTES OF THE REGULAR BOARD MEETING

Date: November 20, 2018
 Time: 7:30 pm
 Location: Catholic Education Centre, Board Room
 802 Drury Lane, Burlington, ON

A. Danko	D. Rabenda, Chair of the Board
A. Iantomasi	J.M. Rowe
H. Karabela	A. Quinn
P. Marai, Vice-Chair of the Board	S. Trites
J. Michael	

Student Trustees:	W. Charlebois	S. Mazza
	D. Herrero	

Senior Staff:	S. Balogh	R. Negoï
	P. Daly, Secretary of the Board	J. O'Hara
	C. McGillicuddy	A. Prkacin
	R. Merrick	

Also Present:

- A. Bartucci, Communications Officer, Strategic Communications Services
- L. Beraldo-Turner, Acting President, Halton OECTA Secondary
- A. Capling, Manager, Accounting and Financial Reporting
- J. Chanthavong, Manager, Budget and Capital
- L. Keating, Acting Chief Research Officer
- A. Lofts, Senior Manager, Financial Services
- N. March, President, Halton OECTA Elementary
- K. McCarthy, Special Education Consultant, Special Education Services
- W. Reid-Purcell, Special Education Coordinator, Special Education Services
- A. Swinden, Manager, Strategic Communications Services

Recording Secretary: R. Di Pietro

1. Call to Order

1.1 Opening Prayer, National Anthem and Oath of Citizenship (S. Mazza)

The meeting opened at 7:30 p.m. with a prayer led by Student Trustee Mazza.

1.2 Motions Adopted In-Camera

There were no motions adopted in-camera.

1.3 Information Received In-Camera

The following information was received in-camera:

Retirement

Gabriella O'Reilly retiring effective December 31, 2018.

Acting Elementary Vice Principal

Carol Hryhorsky appointed as Acting Elementary Vice Principal at St. Andrew's Catholic Elementary School effective November 26, 2018 with an end date to be determined.

Secondary Principal Resignation

Cairine MacDonald will resign effective December 7, 2018.

Acting Superintendent of Education

Jeff Crowell appointed as Acting Superintendent of Education, School Services.

2. Approval of the Agenda**#230/18**

Moved by: A. Quinn

Seconded by: J.M. Rowe

RESOLVED, that the agenda be approved.

The Chair called for a vote on **#230/18** and it **UNANIMOUSLY CARRIED**.

3. Declarations of Conflict of Interest

There were no conflicts of interest declared.

4. Presentations

There were no presentations.

5. Delegations**5.1 Gifted Student Survey Results (M. Lourenco)**

The delegation spoke to gifted student survey results.

6. Approval of Minutes**6.1 Minutes of the November 6, 2018 Regular Board Meeting****#231/18**

Moved by: S. Trites

Seconded by: J.M. Rowe

RESOLVED, that the minutes of the November 6, 2018 Regular Board Meeting be approved.

The Chair called for a vote on **#231/18** and it **UNANIMOUSLY CARRIED**.

7. Business Arising from Previous Meetings**7.1 Summary of Outstanding Items from Previous Meetings**

The Summary of Outstanding Items from Previous Meetings was received as information.

8. Action Items**8.1 Response to Delegation (D. Rabenda)****#232/18**

Moved by: A. Quinn

Seconded by: H. Karabela

RESOLVED, that the Halton Catholic District School Board request Senior Staff to conduct a survey of the parents of students currently enrolled or identified as gifted at our Board as to their satisfaction of programming available to their students.

#232/18 (AMENDMENT)

Moved by: H. Karabela

Seconded by: A. Danko

RESOLVED, that the Halton Catholic District School Board request Senior Staff to conduct a survey of the parents of all Special Education students as to their satisfaction of programming available to their students.

The Chair called for a vote on **#232/18 (AMENDMENT)**:

IN FAVOUR	OPPOSED
A. Danko	W. Charlebois (non-binding)
H. Karabela	D. Herrero (non-binding)
	A. Iantomasi
	P. Marai
	S. Mazza (non-binding)
	J. Michael
	A. Quinn
	D. Rabenda
	J.M. Rowe
	S. Trites

The amendment was **DEFEATED**.

The Chair called for a vote on **#232/18**:

IN FAVOUR	OPPOSED
A. Danko	W. Charlebois (non-binding)
H. Karabela	D. Herrero (non-binding)
P. Marai	A. Iantomasi
A. Quinn	S. Mazza (non-binding)
S. Trites	J. Michael
	D. Rabenda
	J.M. Rowe

The motion **CARRIED**.

8.2 Transportation (H. Karabela)**#233/18****Moved by:** H. Karabela**Seconded by:** A. Danko

RESOLVED, that the Halton Catholic District School Board will provide transportation to identified gifted students with an Individualized Education Plan (IEP) to an Advanced Placement (AP) Program, if one is not available in their catchment area if requested.

#233/18 (AMENDMENT)**Moved by:** A. Iantomasi**Seconded by:** J. M. Rowe

RESOLVED, that the Halton Catholic District School Board will provide transportation to identified gifted students with an Individualized Education Plan (IEP) to an Advanced Placement (AP) Program, if one is not available in their catchment area if requested pending receipt of New Vision for Transportation study from the Ministry of Education.

The Chair called for a vote on **#233/18 (AMENDMENT)**:

IN FAVOUR	OPPOSED
W. Charlebois (non-binding)	A. Danko
D. Herrero (non-binding)	H. Karabela
A. Iantomasi	P. Marai
S. Mazza (non-binding)	A. Quinn
J. Michael	S. Trites
D. Rabenda	
J.M. Rowe	

The amendment was **DEFEATED**.

The Chair called for a vote on **#233/18**:

IN FAVOUR	OPPOSED
A. Danko	W. Charlebois (non-binding)
H. Karabela	D. Herrero (non-binding)
P. Marai	A. Iantomasi
A. Quinn	S. Mazza (non-binding)
S. Trites	J. Michael
	D. Rabenda
	J.M. Rowe

The motion **CARRIED**.

**8.3 Policy II-11 Daily Teacher Plans (P. Marai)
#234/18**

Moved by: P. Marai

Seconded by: A. Danko

RESOLVED, that the Halton Catholic District School Board accept the recommendation of the Policy Committee that Policy II-11 Daily Teacher Plans, be approved as amended.

The Chair called for a vote on **#234/18** and it **UNANIMOUSLY CARRIED**.

**8.4 Policy II-23 Child Care Facilities (P. Marai)
#235/18**

Moved by: P. Marai

Seconded by: A. Danko

RESOLVED, that the Halton Catholic District School Board accept the recommendation of the Policy Committee that Policy II-23 Child Care Facilities, be approved as amended.

The Chair called for a vote on **#235/18** and it **UNANIMOUSLY CARRIED**.

**8.5 Policy II-37 Volunteers in Catholic Schools (P. Marai)
#236/18**

Moved by: P. Marai

Seconded by: A. Danko

RESOLVED, that the Halton Catholic District School Board accept the recommendation of the Policy Committee that Policy II-37 Volunteers in Catholic Schools, be approved as amended.

The Chair called for a vote on **#236/18** and it **UNANIMOUSLY CARRIED**.

**8.6 Policy II-44 Student Mental Health (P. Marai)
#237/18**

Moved by: P. Marai

Seconded by: A. Danko

RESOLVED, that the Halton Catholic District School Board accept the recommendation of the Policy Committee that Policy II-44 Student Mental Health name be changed to Policy II-44 Student Mental Health and Well-being, and be approved as amended.

The Chair called for a vote on **#237/18** and it **UNANIMOUSLY CARRIED**.

**8.7 Policy II-46 Assessment and Evaluation (P. Marai)
#238/18**

Moved by: P. Marai

Seconded by: A. Danko

RESOLVED, that the Halton Catholic District School Board accept the recommendation of the Policy Committee that Policy II-46 Assessment and Evaluation, be approved as amended.

The Chair called for a vote on **#238/18** and it **UNANIMOUSLY CARRIED**.

**8.8 Grade 7 & 8 Nelson History and Geography Resource (A. Prkacin)
#239/18**

Moved by: A. Iantomasi

Seconded by: S. Trites

RESOLVED, that the Halton Catholic District School Board approve the purchase of Nelson History 7, Nelson History 8, Nelson Geo 7 and Nelson Geo 8 resources in the amount of \$205,439.95.

The Chair called for a vote on **#239/18** and it **UNANIMOUSLY CARRIED**.

**8.9 2017-18 Draft Audited Financial Statements (R. Negoii)
#240/18**

Moved by: P. Marai

Seconded by: A. Quinn

RESOLVED, that the Halton Catholic District School Board approve the attached 2017-18 Draft Audited Financial Statements.

The Chair called for a vote on **#240/18** and it **UNANIMOUSLY CARRIED**.

9. Staff Reports

There were no staff reports.

10. Information Items

10.1 Student Trustees Update (S. Mazza)

See the Problem Be the Solution bullying prevention launch took place on November 13, 2018.

In order to raise awareness, Student Senate's new initiative is an Indigenous Culture Day.

On November 27, 2018 Student Trustees will be At Queen's Park to lobby and advocate for Catholic Education.

10.2 School Educational Field Trips (S. Balogh)

School trips were provided as information.

10.3 Construction Report - St. Scholastica Catholic Elementary School (R. Merrick)

An update was provided for St. Scholastic Catholic Elementary School was provided.

10.4 Construction Report - St. Mark Catholic Elementary School (R. Merrick)

An update was provided for St. Mark Catholic Elementary School was provided.

10.5 Extensive Trip Advisory Committee (ETAC) Trip Proposals (P. Daly)

Trustees provided information regarding the extensive field trips submitted by the Secondary Schools for the 2018-2019 school year.

10.8 Audit Committee Report to the Board of Trustees (R. Negoii)

In accordance with O. Reg. 41/10 Board Borrowing, Investing and Other Financial Matters and Board Operating Policy I-10 Banking, Investment and Borrowing, investments were made during the 2017-18 fiscal year, resulting in additional interest revenue of \$81,202. The remaining term deposits, maturing during the 2018-19 fiscal year, are expected to result in additional interest revenue of \$520,111.

11. Miscellaneous Information**11.1 Minutes of the September 17, 2018 SEAC Meeting**

Minutes of the September 17, 2018 SEAC Meeting were provided as information.

11.2 Minutes of the September 27, 2018 Audit Committee Meeting

Minutes of the September 27, 2018 Audit Committee Meeting were provided as information.

11.3 Minutes of the October 1, 2018 CPIC Meeting

Minutes of the October 1, 2018 CPIC Meeting were provided as information.

11.4 Minutes of the October 9, 2018 Policy Committee Meeting

Minutes of the October 9, 2018 Policy Committee Meeting were provided as information.

11.5 Minutes of the October 11, 2018 Special Policy Committee Meeting

Minutes of the October 11, 2018 Special Policy Committee Meeting were provided as information.

11.6 Minutes of the October 30, 2018 Special Policy Committee Meeting

Minutes of the October 30, 2018 Special Policy Committee Meeting were provided as information.

12. Correspondence

There was no correspondence.

13. Open Question Period

No questions were submitted.

14. In Camera

There was no follow-up In-Camera session.

15. Resolution re Absentees

There were no absentees.

16. Farewell Remarks

The 2014 – 2018 Board of Trustees shared their farewell remarks.

17. Adjournment and Closing Prayer (J. M. Rowe)

#241/18

Moved by:

Seconded by:

RESOLVED, that the meeting adjourn.

The Chair called for a vote on **#241/18** and it **UNANIMOUSLY CARRIED**.

The meeting adjourned at 9:40 p.m. with a prayer led by Trustee Rowe.

Secretary of the Board

Chair

MINUTES OF THE INAGURAL BOARD MEETING

Date: December 4, 2018
Time: 7:30 pm
Location: Jean Vanier Catholic Secondary School
1145 Bronte Street South, Milton, ON

B. Agnew	H. Karabela
P. DeRosa	P. Murphy
M. Duarte	T. O'Brien
N. Guzzo	J. O'Hearn-Czarnota
V. Iantomasi	

Student Trustees:	W. Charlebois	S. Mazza
	D. Herrero	

Senior Staff:	S. Balogh	R. Merrick
	C. Cipriano	R. Nego
	J. Crowell	J. O'Hara
	P. Daly, Secretary of the Board	T. Pinelli
	C. McGillicuddy	A. Prkacin

Also Present: A. Bartucci, Communications Officer, Strategic Communications Services
L. Beraldo-Turner, Acting President, Halton OECTA Secondary
L. Keating, Acting Chief Research Officer
N. March, President, Halton OECTA Elementary
A. Swinden, Manager, Strategic Communications Services

Recording Secretary: R. Di Pietro

1. Eucharistic Celebration (6:30 p.m.)

Father Con O'Mahony, Vicar of Education and Pastor at St. Andrew Parish celebrated Mass at 6:30 p.m. for Trustees-elect, student trustees, their families and senior staff.

2. Entry Procession (7:30 p.m.)

The new Board members processed into the meeting room.

3. Opening Prayer and Welcoming Remarks (Father Con O'Mahony, Vicar for Education)

P. Daly, Director of Education and Secretary to the Board, assumed the position of Chair and asked Father Con to open the meeting with a prayer.

In his opening remarks, the Director welcomed Father Con and the Honourable Mr. Justice J. M. Fragomeni, newly elected trustees, student trustees, special guests and members of the audience to the Inaugural Meeting of the Board of Trustees' December 2018 – 2022 term of office.

O'Canada, led by K. Caruano-Darling was sung by the Jean Vanier Catholic Secondary School Choir.

The Oath of Citizenship was recited.

4. Reading of Clerk's Notices (Pat Daly, Director of Education and Secretary to the Board)

P. Daly publicly acknowledged that each municipal clerk has officially posted that the trustees-elect of their respective municipality have been duly elected.

5. Remarks and Commissioning of Trustees (Father Con O'Mahony)

Father Con blessed the bibles and distributed them to trustees and student trustees to be used in the Declaration of Office and Oath of Allegiance ceremony.

Following his remarks, Father Con invited trustees to make their pledge. He conducted the Commissioning Services with the participation of trustees.

6. Declaration of Oath of Allegiance and Declaration of Office (The Honourable Mr. Justice J. M. Fragomeni)

P. Daly informed the Board that each trustee is obliged under the Education Act to make a Declaration of Office and to take an Oath of Allegiance before the Secretary of the Board or before the person so authorized. He invited the Honourable Mr. Justice J. M. Fragomeni to administer the Oath of Allegiance and the Declaration of Office to trustees.

The Honourable Mr. Justice Fragomeni administered the Oath of Allegiance and the Declaration of Office to trustees collectively. Trustees and Justice J. M. Fragomeni duly signed the required Declaration and Oath of Allegiance.

7. Declaration of Board as Legally Constituted (Pat Daly)

The Secretary of the Board, P. Daly declared the Halton Catholic District School Board legally constituted with ensuing authority under the Education Act. He congratulated trustees on their election to the Board and assured them of his personal commitment as well as that of senior staff to support and to work collaboratively with trustees in carrying out their role to provide the best possible Catholic Education to all students under the jurisdiction of the Board.

8. Election / Installation / Remarks of Board Chair 2018-2019 (Pat Daly)

P. Daly called for nominations for the position of Chair of the Halton Catholic District School Board.

P. DeRosa was nominated by J. O'Hearn-Czarnota, seconded by B. Agnew. Trustee DeRosa accepted the nomination.

#1/19

Moved by: P. Murphy

Seconded by: N. Guzzo

RESOLVED, that the nominations for position of Chair of the Board be closed.

CARRIED

#2/19**Moved by:** J. O'Hearn-Czarnota**Seconded by:** B. Agnew**RESOLVED**, that Peter DeRosa be appointed as Chair of the Halton Catholic District School Board for the period December 2018 to the first Board Meeting in December 2019.**CARRIED****9. Election / Installation / Remarks of Board Vice Chair 2018-2019 (Pat Daly)**

P. Daly called for nominations for the position of Vice Chair of the Halton Catholic District School Board.

P. Murphy was nominated by M. Duarte, seconded by H. Karabela. Trustee Murphy accepted the nomination.

#3/19**Moved by:** B. Agnew**Seconded by:** T. O'Brien**RESOLVED**, that the nominations for position of Vice Chair of the Board be closed.**CARRIED****#4/19****Moved by:** M. Duarte**Seconded by:** H. Karabela**RESOLVED**, that Patrick Murphy be appointed as Vice Chair of the Halton Catholic District School Board for the period December 2018 to the first Board Meeting in December 2019.**CARRIED****10. Resolutions re:****10.1 10.1 Cheque Signing Authorities, Borrowing Resolution and Investing (Roxana Negoii)****#5/19****Moved by:** M. Duarte**Seconded by:** B. Agnew**RESOLVED**, that the Halton Catholic District School Board reaffirm that the cheque signatories identified in Appendix 'B' to this report be authorized to sign for and on behalf of the Board for each account as indicated, and**RESOLVED**, that the Halton Catholic District School Board reaffirm Board resolution #194/18 with respect to By-Law No. 2018-F06 to authorize borrowing during any fiscal year up to \$150 million, until provincial grants, municipal taxes and other revenues are received, as contained in Appendix 'E' to this report.The Chair called for a vote on **#5/19** and it **UNANIMOUSLY CARRIED**.

10.2 10.2 Board Policies of Former Board (Pat Daly)**#6/19****Moved by:** H. Karabela**Seconded by:** V. Iantomasi

WHEREAS, it is necessary for the Halton Catholic District School Board to set policies with regards to the day-to-day operations of its affairs, and

WHEREAS, the Board has from time to time set such policies at it deemed expedient to do so,

BE IT RESOLVED, that all such policies, which have been set by the Board in the past are hereby approved as the Official Policies and Procedures of this Board until such time as they are varied by the Board.

The Chair called for a vote on **#6/19** and it **UNANIMOUSLY CARRIED**.

10.3 10.3 Board's Procedural By-Laws (Pat Daly)**#7/19****Moved by:** P. Murphy**Seconded by:** V. Iantomasi

RESOLVED, that the Procedural By-Laws (Appendix A) be adopted as presented.

The Chair called for a vote on **#7/19** and it **UNANIMOUSLY CARRIED**.

11. Expressions of Appreciation (Chair of the Board)

On behalf of the Board, the Chair thanked special guests and extended expressions of appreciation to Father Con and the Honorable Mr. Justice Fragomeni.

12. Adjournment**#8/19****Moved by:** N. Guzzo**Seconded by:** T. O'Brien

RESOLVED, that the meeting adjourn.

The Chair called for a vote on **#8/19** and it **UNANIMOUSLY CARRIED**.

13. Closing Prayer (Father Con O'Mahony)

The meeting closed with a prayer led by Father Con.

The meeting adjourned at 8:10 p.m.

Secretary of the Board

Chair

BUSINESS ARISING FROM PREVIOUS MEETINGS

DATE OF THE BOARD MEETING	AGENDA ITEM	ACTION REQUIRED	RESPONSIBILITY	STATUS
May 1, 2018	Transportation to AP and/or IB Programs for Gifted Students in the HCDSB Secondary Schools	Staff Report on A New Vision for Transportation	R. Negoï	To Be Determined

OUTSTANDING POLICY ITEMS

DATE OF THE BOARD MEETING	AGENDA ITEM	ACTION REQUIRED	RESPONSIBILITY	STATUS



Policy I-14 Smoking/Vaping Ban	Item 8.2
December 18, 2018	

Alignment to Strategic Plan

This report is linked to our strategic priority of **Foundational Elements**: Optimizing organizational effectiveness.

Purpose

To approve *Policy I-14 Smoking/Vaping Ban*, as presented

Background Information

Policy I-14 Smoking Ban was last amended in June 2016, and is being brought to the Policy Committee for review, following recent Cannabis Legislation in the Province of Ontario, and changes to the Smoke Free Ontario Act. Appendix A is attached for reference.

The policy has been updated throughout to reflect the Smoke Free Ontario Act legislation and to better align the current wording to the legislation. New references were added and in some cases the hyperlinks were updated. Links to resources were removed as they are not referenced in the policy, and are available through the hyperlinks in the referenced documents. Definitions were added.

In light of these changes, *Policy I-14 Smoking Ban* should also reflect a name change to *Policy I-14 Smoking/Vaping Ban*.

Conclusion

Policy I-14 Smoking/Vaping Ban was presented at the Policy Committee Meeting on December 11, 2018, with a recommendation that it be forwarded to the Board of Trustees for approval.



Recommendation

The following recommendation is presented for the consideration of the Board:

Moved by:

Seconded by:

Resolved, that the Halton Catholic District School Board accept the recommendation of the Policy Committee that *Policy I-14 Smoking Ban* name be changed to *Policy I-14 Smoking/Vaping Ban*, and be approved as amended.

Report Submitted and
Approved by:

N. Guzzo
Chair of the Policy Committee

Smoking/Vaping Ban	
Adopted: March 31, 1987	Last Reviewed/Revised: December 18, 2018
Next Scheduled Review: 2021-2022	
Associated Policies & Procedures: II-28 Alcohol, Tobacco and Drug Education and Abuse in Schools	

Purpose

To ensure compliance to the Smoke-Free Ontario Act, 2017, which prohibits the smoking of tobacco, the use of electronic-cigarettes (e-cigarettes) to vape any substance, and the smoking of cannabis (medical and recreational) in enclosed workplaces and enclosed public spaces, as well as other designated places in Ontario, to protect workers and the public from second-hand smoke and vapour.

Smoking and vaping is not allowed in schools, including the grounds associated with the school, and public areas within 20 metres of any point on the perimeter of the grounds of the school.

Application and Scope

This policy applies to all staff, students, parents, and visitors on school property including parking lots, inside vehicles, on sports fields and public areas within 20 metres from the perimeter of the school property.

References

[Smoke-Free Ontario Act 2017](#)

[Making Healthier Choices Act 2015](#)

[Cannabis Control Act \(Ontario\)](#)

[Halton Region – Drugs, Alcohol & Tobacco](#)

Definitions

Smoking means smoking (inhaling and exhaling) or holding lighted tobacco or cannabis (medical or recreational)

Vaping means inhaling or exhaling vapour from an electronic cigarette (e-cigarette) or holding an activated e-cigarette, whether or not the vapour contains nicotine

Principles

The Halton Catholic District School Board acknowledges that there is sufficient medical evidence to support significant health risks as a result of smoking and for non-smokers who are exposed to 'second-hand' smoke.

Further, recognizing that such health risks promote cardiovascular and respiratory diseases at an increased rate of incidence, and that second-hand smoke is an irritant to non-smokers who are also exposed to an increased risk of respiratory diseases and lung cancer, the Halton Catholic District School Board endorses a smoke-free environment for all occupants.

Requirements

The Act stipulates several obligations, which include the following:

- ensuring that employees, students and members of the public do not smoke or vape on school property;
- ensuring employees, students, and visitors are aware of the smoking and vaping prohibitions, including not smoking or vaping within 20 metres of the school grounds;
- posting appropriate signage at all entrances, exits, and other locations in order to inform everyone that smoking/vaping is prohibited;
- ensuring ashtrays and any object(s) that serve as one are removed from the property;
- ensuring that a person, who does not comply with the Act, does not remain on the property;
- ensuring all forms of tobacco and cannabis, including vaping of any kind, are strictly prohibited on Board property

Failure to comply with the Smoke Free Ontario Act (including smoking and vaping) may include fines and/or discipline.

APPROVED: Regular Meeting of the Board

AUTHORIZED BY: _____
Chair of the Board



Regular Board Meeting

Action Report

Policy I-26 Student Trustees on the Halton Catholic District School Board	Item 8.3
December 18, 2018	

Alignment to Strategic Plan

This report is linked to our strategic priority of **Foundational Elements**: Optimizing organizational effectiveness.

Purpose

To approve *Policy I-26 Student Trustees on the Halton Catholic District School Board*, as presented

Background Information

Changes to Ontario Regulation 07/07 Student Trustees made in May of 2018 require revision of this policy. The salient changes are the election deadline (now end of February; formerly end of March) and beginning of term of office (now August 1st; formerly first day of school in the year elected). These changes are not effective until January 2020 and therefore will not affect the timelines already established for 2019-2020 school year. The proposed changes have been reviewed by Student Senate and have the support of our current Student Trustees.

Conclusion

Policy I-26 Student Trustees on the Halton Catholic District School Board was presented at the Policy Committee Meeting on December 11, 2018, with a recommendation that it be forwarded to the Board of Trustees for approval.



Recommendation

The following recommendation is presented for the consideration of the Board:

Moved by:

Seconded by:

Resolved, that the Halton Catholic District School Board accept the recommendation of the Policy Committee that *Policy I-26 Student Trustees on the Halton Catholic District School Board* be approved as amended.

Report Submitted and
Approved by:

N. Guzzo
Chair of the Policy Committee

Student Trustees on the Halton Catholic District School Board	
Adopted: September 15, 1998	Last Reviewed/Revised: December 18, 2018
Next Scheduled Review: 2021-2022	
Associated Policies & Procedures: VI-15 Student Trustees on the Halton Catholic District School Board	

Purpose

This policy provides for the direct representation of the interests of students on the Board in accordance with the provisions of the Education Act, Ontario Regulation 07/07 and any guidelines issued by the Minister of Education under paragraph 3.5 of subsection 8(1) of the Education Act.

Application and Scope

This policy applies to the process of electing Student Trustees to the Board.

References

[Education Act, Ontario Regulation 07/07](#)

[Municipal Conflict of Interest Act 1997](#)

[Education Act s8\(1\)](#)

[Ontario Regulation 298 \(Operation of Schools – General\)](#)

Principles

- The education of students in the Board's Catholic schools is a shared responsibility involving home, school, parish and the extended Catholic educational community.
- The Board endorses the principle of providing for the direct representation of the interests of students on the Board.
- The Board endorses a process whereby student representation is determined in an open and democratic manner.
- The Board endorses student representation on the Board as a means of fostering the development of future Catholic community leaders.

- A student trustee of the Halton Catholic District School Board is a model of servant leadership for the Catholic educational community in Halton and the wider Catholic community.
- A student trustee will be excluded from any matters where they have a conflict of interest in accordance with the Municipal Conflict of Interest Act 1997, as amended.

Requirements

- This policy and the associated *Administrative Procedure VI-15 Student Trustees of the Halton Catholic District School Board* shall be in accordance with provisions of the Education Act, Ontario Regulation 07/07 and any guidelines issued by the Minister of Education under paragraph 3.5 of subsection 8(1) of the Education Act.
- Qualified student nominees will hold qualifications and endorsements as stated below:
 - active Parish membership and regular mass attendance;
 - a letter of endorsement from the school principal;
 - a letter of endorsement from their parish priest;
 - a letter of endorsement from the school Student Council;
 - full-time Catholic student, in good standing, and must be at least a senior in Grade 11 by September 1st of the subsequent year;
 - a history of leadership interest as exhibited through work on the student senate, the student council, social justice groups, parish youth organizations, liturgical programming and/or music ministry; community youth organizations; and
 - beginning knowledge of current key issues affecting Catholic education.
- A person is qualified to act as a student trustee if he or she is enrolled in the senior division of a school of the board and is:
 - a. a full-time pupil; or
 - b. an exceptional pupil in a special education program for whom the Board has reduced the length of the instructional program on each school day under subsection 3 (3) of Regulation 298 of the Revised Regulations of Ontario, 1990 (Operation of Schools – General) made under the Act, so long as the pupil would be a full-time pupil of the program had not been reduced.
- Each secondary school is expected to elect a qualified senior student nominee to the group of prospective student trustees who will be interviewed and voted into office by the Student Senate. Schools not advancing a nominee shall provide a written rationale to the Superintendent of Education.
- Three student trustees shall be elected to the Board. No two students shall be from the same municipality.

- The student trustee(s) shall be elected by the Student Senate no later than February 28 in each school year, with the understanding that each will begin their term of one school year from August 1st in the year they are elected.
- A student trustee(s) of the Board will participate at meetings of the Board and at meetings of Committees of the Board in accordance with Ontario Regulation 07/07 made under the Education Act. Subsection 5(5) of the Act provides that a student trustee(s) may attend all closed (*in camera*) meetings, with the exception of those “*when the subject matter under consideration involves the disclosure of intimate, personal or financial information in respect of a member of the Board or Committee, an employee or prospective employee of the Board or a student or his or her parent or guardian.*”
- Student trustees are not considered elected members of the Board and therefore not entitled to a binding vote – that is, their vote is not included in the official vote count; however, a student trustee does have the right to have their vote recorded in the Board minutes if they request it. In addition, a student trustee may request that a matter before a Board, or any of its committees, be put to a vote, in which case there must be two votes:
 - 1) a non-binding vote that includes the student trustee’s vote; and
 - 2) a recorded binding vote that does not include the student trustee’s vote.

A student trustee is not entitled to move a motion, but is entitled to suggest a motion on any matter at a meeting of the board or of one of its committees on which the student trustee sits. If no member of the board or committee, as the case may be, moves the suggested motion, the record shall show the suggested motion.

- In the event a student trustee does not complete the term of appointment, the Board will hold a by-election.
- Upon completion of their respective terms of appointment, each student trustee(s) shall, subject to Board approval, be acknowledged for service to the Board in the following manner:
 - each individual will be provided with a letter of commendation signed by the Chair of the Board; and
 - each individual will be awarded an honorarium/scholarship of \$2,500.00 and other such forms of recognition or support as may be determined by the Board. If a student holds office for a portion of a year, \$2500 pro-rated according to the portion of the year the student holds office
- The student trustee(s) shall remain in good standing at a Halton Catholic District School Board secondary school for the entire school year of their appointment(s).

APPROVED: Regular Meeting of the Board

AUTHORIZED BY: _____
Chair of the Board



Policy II-20 Child Abuse and Protection of Students	Item 8.4
December 18, 2018	

Alignment to Strategic Plan

This report is linked to our strategic priority of **Foundational Elements**: Optimizing organizational effectiveness.

Purpose

To approve *Policy II-20 Child Abuse and Protection of Students*, as presented

Background Information

Ontario passed legislation January 1, 2018 to help children and youth across the province thrive and reach their full potential by strengthening and modernizing child, youth and family services. What was previously the *Child and Family Services Act* has now been replaced with the *Child, Youth and Family Services Act*.

The new act raises the age of protection from **16** up to **18** to increase protection services for more vulnerable youth in unsafe living conditions, to support their education and to reduce homelessness and human trafficking.

Conclusion

Policy II-20 Child Abuse and Protection of Students was presented at the Policy Committee Meeting on December 11, 2018, with a recommendation that it be forwarded to the Board of Trustees for approval.



Recommendation

The following recommendation is presented for the consideration of the Board:

Moved by:

Seconded by:

Resolved, that the Halton Catholic District School Board accept the recommendation of the Policy Committee that *Policy II-20 Child Abuse and Protection of Students* be approved as amended.

Report Submitted and
Approved by:

N. Guzzo
Chair of the Policy Committee

Child Abuse and Protection of Students	
Adopted: April 29, 1986	Last Reviewed/Revised: December 18, 2018
Next Scheduled Review: 2021-2022	
Associated Policies & Procedures: VI-32 Child Abuse and Protection of Students Procedure	

Purpose

To ensure that employees and volunteers of the Board comply with the requirements of the Child Youth and Family Services Act (January 2018) regarding all students under the age of 18 who are reasonably suspected of needing protection.

Application and Scope

This policy applies to all employees and volunteers of the Halton Catholic District School Board.

References

[Ministry of Children, Community and Social Services](#)

[Child Youth and Family Services Act](#)

[Criminal Code of Canada](#)

[Halton Regional Police School Protocol](#)

[Ontario College of Teachers](#)

[Teaching Profession Act](#)

Principles

- The Halton Catholic District School Board believes that all students are entitled to develop, mature and learn in respectful, safe and secure school, family, Church and community settings.
- The Halton Catholic District School Board recognizes the dignity of all students, volunteers and employees as children of a loving God.

- The protection of children and youth in Catholic schools is the primary responsibility of the Board and is shared among adult employees, volunteer parents, clergy, the Halton Children's Aid Society as well as related child and family services professionals and the community at large.
- The Board recognizes the Halton Children's Aid Society's legislated mandate regarding the protection of children and youth in the Region of Halton.
- Board employees act in support of the Mission Statement and Governing Values of the Board when taking appropriate action under the Child Youth and Family Services Act and Criminal Code of Canada in the best interest of students and their protection.
- The prevention of child abuse, and the protection of students, is motivated by a sense of Catholic social justice.
- All employees and the Administration of the Board at all levels commit to building and maintaining an open, collaborative professional relationship with the Halton Children's Aid Society.
- The administration of the Halton Catholic District School Board recognizes the Halton Children's Aid Society and the Ministry of Community and Social Services among the authoritative resources for the in-service of Board employees regarding the protection of children.

Requirements

- The Child Youth and Family Services Act and the Criminal Code of Canada supersede all other Acts, existing legislation or policies that govern Board employees and volunteers in matters pertaining to child abuse and the protection of students.
- All elementary and secondary principals shall annually review the reporting requirements of this policy, and Administrative Procedure VI-32; in accordance with the Child Youth and Family Services Act (January 2018 with all employees during a staff meeting in September of each new school year.
 - It is the responsibility of Human Resources Services that all newly hired school-based employees whether in full/part time, permanent, probationary, long term occasional and supply positions shall receive information on this policy/procedure and the Child Youth and Family Services Act during new employee orientation activities and/or materials.
 - It is the responsibility of the Principal of the school that all volunteers shall receive information on this policy, the associated procedure, the reporting requirements of the Child Youth and Family Services Act and the Halton Regional Police School Protocol during volunteer orientation at each school.

- All employees and volunteers shall comply with the reporting provisions of the Halton Regional Police School Protocol, which describes a course of action developed in cooperation with the Halton Children's Aid Society and the Halton Regional Police Service.
- All employees making a report to the Halton Children's Aid Society must promptly supply verbally to the Principal the information on which the report to Halton Children's Aid Society is being or has been made and complete the Record of Report to Children's Aid Society and submit as required in *Administrative Procedure VI-32 Child Abuse and Protection of Students Procedure*
- The Board also expects that teachers shall act in accordance with amendments to section 12 of the Teaching Profession Act which stipulate that a member [teacher] need not advise another member [another teacher] when making an adverse report respecting suspected child abuse by another member.
- The Director of Education or designate shall report to the Ontario College of Teachers, any teacher currently or formerly employed by the Board who:
 - has been charged with or convicted of sexual misconduct under the Criminal Code;
 - in addition to i) above, and in the opinion of the Board, poses a risk of harm or injury; or
 - in the opinion of the Board, has engaged in conduct that should be reviewed by the Ontario College of Teachers (E. A. S. 170(1), para. 12.1)
- The Board, through its supervisory officers, shall monitor any criminal, quasi-criminal, legal, quasi-legal proceedings against any employee to ascertain if the available information arising from the proceedings is relevant to ongoing or pending disciplinary actions.
- The Board's Chief Social Worker shall establish and biannually review *Administrative Procedure VI-32 Child Abuse and Protection of Students Procedure* for administrators, teachers, other school-based staff and volunteers on Child Abuse and Child Abuse Prevention.
- On becoming aware that any employee or volunteer having direct contact with students has been charged with or convicted of an offence under the Criminal Code of Canada involving Child Abuse with any student or any Criminal Code of Canada offence which, in the opinion of the Board indicates that students may be at risk, the Principal shall ensure that the employee or volunteer perform no duties involving contact with pupils, pending withdrawal of the charge, discharge following a preliminary inquiry, stay of the charge or acquittal, as the case may be.

APPROVED: Regular Meeting of the Board

AUTHORIZED BY: _____
Chair of the Board



Regular Board Meeting

Action Report

Policy II-28 Alcohol, Tobacco, Vaping and Drug Education and Abuse in Schools	Item 8.5
December 18, 2018	

Alignment to Strategic Plan

This report is linked to our strategic priority of **Foundational Elements**: Optimizing organizational effectiveness.

Purpose

To approve *Policy II-28 Alcohol, Tobacco, Vaping and Drug Education and Abuse in Schools*, as presented

Background Information

Policy II-28 Alcohol, Tobacco and Drug Education and Abuse in Schools was last amended in March 2018, and has been brought back to the Policy Committee for further review, following recent Cannabis Legislation in the Province of Ontario, and changes to the Smoke Free Ontario Act.

Minor amendments to the policy have been recommended. To better reflect the definition of “vaping” reference to “electronic cigarettes” was removed from the purpose. The application and scope was updated to include regulations in the Smoke Free Ontario Act. New references were added, and in some cases the hyperlinks were updated. Links to resources were removed as they are not referenced in the policy, and are available through the hyperlinks in the referenced documents. Definitions were added and principles were updated for better flow and accuracy.

In light of these changes, *Policy II-28 Alcohol, Tobacco and Drug Education and Abuse in Schools* should also reflect a name change to *Policy II-28 Alcohol, Tobacco, Vaping, and Drug Education and Abuse in Schools*.

Conclusion

Policy II-28 Alcohol, Tobacco, Vaping, and Drug Education and Abuse in Schools was presented at the Policy Committee Meeting on December 11, 2018, with a recommendation that it be forwarded to the Board of Trustees for approval.



Recommendation

The following recommendation is presented for the consideration of the Board:

Moved by:

Seconded by:

Resolved, that the Halton Catholic District School Board accept the recommendation of the Policy Committee that *Policy II-28 Alcohol, Tobacco, and Drug Education and Abuse in Schools* name be changed to *Policy II-28 Alcohol, Tobacco, Vaping, and Drug Education and Abuse in Schools*, and be approved as amended.

Report Submitted and
Approved by:

N. Guzzo
Chair of the Policy Committee

Alcohol, Tobacco, Vaping, and Drug Education and Abuse in Schools	
Adopted: February 18, 1992	Last Reviewed/Revised: December 18, 2018
Next Scheduled Review: 2021-2022	
Associated Policies & Procedures: I-14 Smoking Ban II-39 Progressive Discipline and Safety in Schools/Code of Conduct – Suspensions and Expulsions VI-44 Progressive Discipline and Safety in Schools	

Purpose

The Halton Catholic District School Board has an interest in the social, personal, legal, spiritual and healthy well-being of its students. It recognizes that the consumption of alcohol, tobacco, vaping, and drugs can impair an individual student's well-being and can also interfere with their ability to learn and to function in society. In addition, the Board acknowledges that student alcohol, tobacco, vaping, and drug use, either on its property or at its events, interferes with the legitimate academic and extra-curricular interests of other students and staff.

Application and Scope

This policy applies to all students of the Halton Catholic District School Board on school property, at school or board authorized activities, inside vehicles, on sports fields, and public areas within 20 metres from the perimeter of the school property, or in other venues or locations where an inappropriate act is considered by the Principal to be detrimental to the moral tone, physical or mental well-being of the school.

References

[Smoke-Free Ontario Act 2017](#)

[Making Healthier Choices Act 2015](#)

[Liquor Licensing Act](#)

[Cannabis Control Act \(Ontario\)](#)

[Halton Region – Drugs, Alcohol & Tobacco](#)

Definitions

Smoking means smoking (inhaling and exhaling) or holding lighted tobacco or cannabis (medical or recreational)

Vaping means inhaling or exhaling vapour from an electronic cigarette (e-cigarette) or holding an activated e-cigarette, whether or not the vapour contains nicotine

Principles

- The Halton Catholic District School Board will take proactive measures to educate students about the potential negative impacts of alcohol, tobacco, vaping, and drugs on their social, personal, legal, spiritual and healthy well-being.
- Appropriate training for Board personnel will continue to be provided as necessary so that they may have the knowledge and the skills to promote healthy lifestyles.
- Preventative Drug Education Programs will be provided to students concerning their decisions about alcohol, tobacco, vaping, and drug use.
- Community partnerships will be encouraged in order to achieve a collaborative approach to alcohol, tobacco, vaping, and drug education and intervention.
- The possession of alcohol or drugs, or the use of alcohol, tobacco, vaping, or drugs on school property, at school or board authorized activities, while using school authorized transportation services, or in other venues or locations where an inappropriate act is considered by the Principal to be detrimental to the moral tone, physical or mental well-being of the school, will not be tolerated.
- Consequences for tobacco, vaping, alcohol and drug infractions will be provided according to the Safe Schools Act and Board Code of Conduct. The application of this policy, including the application of consequences to students or direction to visitors to the school grounds or property, must be consistent with the Requirements of *Policy II-39 Progressive Discipline and Safety in Schools – Code of Conduct – Suspensions and Expulsions*. Furthermore, failure to comply with the Smoke Free Ontario Act (including smoking and vaping) may include fines.
- Where appropriate, and in consultation with parents, students may be referred to community agencies for counselling.
- During the first term/semester, the Principal shall inform all students and parents/guardians of the Board's Alcohol, Tobacco, Vaping, and Drug Education and Abuse in Schools Policy, including its preventive procedures as well as its intervention and disciplinary procedures.



APPROVED: Regular Meeting of the Board

AUTHORIZED BY: _____
Chair of the Board



Regular Board Meeting

Staff Report

Proposed 2019 Facility Renewal Projects	Item 9.1
Tuesday, December 18, 2018	

Alignment to Strategic Plan

This report is linked to our strategic priority of **Achieving: Meeting the needs of all learners.**

Purpose

To introduce the proposed 2019 facility renewal projects and seek approval to proceed.

Background Information

Staff presented the Long-Term Facility Renewal Strategy (LTFRS) as Information Report Item 10.4 at the October 16, 2018, Regular Meeting of the Board. The goal of the LTFRS was to present a comprehensive school renewal plan to improve school facility conditions throughout the board to provide learning environments that support the educational needs of students and staff. The LTFRS focused on a 5-year planning window (2019-2023) and identified school facilities where investment is required to renew facility conditions. The LTFRS speculated on future capital funding allocations and construction costs and was intended to be used as a guideline based on the best data available at the time of the report.

Comments

For 2019, it is proposed that renewal needs be addressed in the following four categories:

- **Energy Efficient Lighting Systems** – The current fluorescent lighting systems in certain schools are nearing the end of their useful life cycle and will be upgraded to a more energy efficient LED lighting system, which will include control and monitoring capabilities. LED lighting combined with a full lighting controls package, including daylight sensors and central monitoring, can further optimize the efficiency of a school's lighting system. The energy savings from LED lighting systems will directly result in operational cost savings for electricity expenditures.
- **Mechanical Systems** - Heating, ventilating and air-conditioning (HVAC) systems are a vital component of the school learning environment. A number of HVAC systems throughout the Board are nearing the end of their useful life cycle, and consequently, a number of new mechanical components require replacement to maintain a proper indoor environment for students and staff. Wherever possible, the new HVAC systems will be upgraded with more energy efficient equipment to help reduce operating expenses.



- **School Refresh** - The Board has many schools which were constructed pre-2000 that now appear dated with many wear and tear items that need to be addressed as they near the end of their useful lifecycles. School Refresh projects seek to update building components to bring the school up to the Board's latest building standards. Exterior doors, lockers, washroom partitions, wall tiles, flooring, stair treads, painting, asphalt, concrete and cladding repairs are some of the items captured by school refresh projects. The scope of the school refresh work at each school will be determined based on the individual needs of the school/site.
- **Turf Replacement** – All of the Board's secondary schools have artificial turf playing fields. Some of these fields appear weathered and need to be replaced. The existing artificial turf will be removed, allowing the base to be repaired, in preparation for the new artificial turf.

Board staff has identified several facility renewal projects for completion in 2019. Appendix 'A' summarizes the renewal projects proposed to be completed in 2019 and indicates the corresponding school location where the work will be completed. A description of the respective facility renewal projects at each identified school can also be found in Appendix 'A'.

Note that other facility renewal needs may arise during the remainder of the school year that may require attention in 2019. Significant facility renewal projects to be added for 2019 will be presented to the Board for approval at a future meeting of the Board.

Staff are at various stages of completing the scope of work and preparing the projects for competitive tenders for the 2019 facility renewal projects.

FUNDING:

The Board currently has sufficient funds to finance the proposed 2019 facility renewal projects through available capital funding sources and the capital reserve. The Board currently has approximately \$28.4 million in available capital funding sources and the capital reserve to fund future school renewal projects.

Conclusion

Staff has identified a number of facility renewal projects that need to be completed in 2019. The estimated preliminary budget for the proposed 2019 facility renewal projects is \$13,980,000. Staff is in the process of preparing these projects for competitive construction tenders. It is proposed that construction work will occur during summer 2019, so that schools are ready for students and staff in September 2019.



Recommendation

The following resolutions will be presented for Trustee consideration and approval as an Action Report Item at the January 15, 2019, Regular Meeting of the Board.

Resolution#:

Moved by:

Seconded by:

Resolved, that the Halton Catholic District School Board authorize staff to proceed with the proposed 2019 facility renewal projects.

Resolution#:

Moved by:

Seconded by:

Resolved, that the Halton Catholic District School Board authorize staff to expense funds from available capital funding and the capital reserve for the proposed 2019 facility renewal projects, and that the expenditures will not exceed \$13,980,000.

Report Prepared by:

J. Duffield
Manager, School Capital and Renewal

Report Submitted by:

R. Merrick
Superintendent, Facility Management Services

Report Approved by:

P. Daly
Director of Education and Secretary of the Board



APPENDIX "A"

School	Lighting Upgrade	Mechanical Systems	School Refresh	Turf Replacement	Estimated Preliminary Budget
Assumption				X	\$ 750,000
Bishop Reding		X	X		\$ 2,870,000
Canadian Martyrs	X	X	X		\$ 1,255,000
Notre Dame			X	X	\$ 1,840,000
St. Gabriel	X	X	X		\$ 1,575,000
St. Mark			X		\$ 2,760,000
St. Michael			X		\$ 600,000
Sub Total					\$ 11,650,000
Contingencies (10%)					\$ 1,165,000
Professional Fees (10%)					\$ 1,165,000
Total					\$ 13,980,000



Assumption Catholic Secondary School:

- The artificial turf field was installed in 2009 and has reached its expected ten-year lifespan. The old turf will be removed, allowing for the base to be repaired and a new turf system will be installed.

Bishop P.F. Reding Catholic Secondary School:

- Many wear and tear items throughout the school are at the point where they need to be repaired or replaced. A school refresh of interior components will include the painting of common areas and replacement of lockers.
- The hot water piping system, which distributes heat throughout the school, has been a constant source of leaks and needs to be replaced. The majority of the circulation pipes will be replaced, and steps will be taken to aid in the maintenance of the new pipes.

Canadian Martyrs Catholic Elementary School:

- Many wear and tear items throughout the school are at the point where they need to be repaired or replaced. A school refresh will upgrade both the interior and exterior components of the school site. The exterior upgrades will consist of painting of flashing and window frames, and the replacement of deteriorated asphalt and concrete. The interior upgrades will include the painting of common areas, flooring in classrooms, lockers, classroom doors and washroom partitions.
- The current fluorescent lighting system at the school has exceeded its useful life span, which is resulting in higher maintenance repair costs as components. The lighting system will be replaced with an LED lighting system that is more energy efficient and will reduce maintenance costs and electricity consumption.
- The schools heat pumps that supply heating and cooling to the individual rooms were installed in 1994 and have surpassed their 20-year useful life span. These units are susceptible to failure that could create uncomfortable learning spaces. Replacing all of the heat pump units that have exceeded their life expectancy will allow the Board to take advantage of economy of scale pricing and prevent future extended disruptions to the learning environment.

Notre Dame Catholic Secondary School:

- Many wear and tear items throughout the school are at the point where they need to be repaired or replaced. A school refresh will upgrade both the interior and exterior components of the school site. The exterior upgrades will consist of painting of flashing and window frames, and the replacement of deteriorated asphalt and concrete. The interior upgrades will include the painting of common areas, lockers and washroom partitions. In addition, the current childcare area, which is moving to the new St. Mark CES childcare location, will be renovated to accommodate the Library Resource Center.
- The artificial turf field was installed in 2009 and has reached its expected ten-year lifespan. The old turf will be removed, allowing for the base to be repaired and a new turf system will be installed.



St. Gabriel Catholic Elementary School:

- Many wear and tear items throughout the school are at the point where they need to be repaired or replaced. A school refresh will upgrade both the interior and exterior components of the school site. The exterior upgrades will consist of painting of flashing and window frames, and the replacement of deteriorated asphalt and concrete. The interior upgrades will include the painting of common areas, flooring in classrooms, lockers, classroom doors and washroom partitions.
- The current fluorescent lighting system at the school has exceeded its useful life span, which is resulting in higher maintenance repair costs as components. The lighting system will be replaced with an LED lighting system that is more energy efficient and will reduce maintenance costs and electricity consumption.
- The school's boilers were installed in 1996, have surpassed their useful life span and need replacement. The current boilers need to be replaced with modern, high efficiency boilers to help reduce maintenance and energy costs.

St. Mark Catholic Elementary School:

- Many wear and tear items throughout the school are at the point where they need to be repaired or replaced. A school refresh will upgrade both the interior and exterior components of the school site. The exterior upgrades will consist of the replacement of much of the asphalt and concrete areas. The interior upgrades will include the painting of common areas, flooring in classrooms, lockers, classroom doors and washroom partitions.

St. Michael Catholic Elementary School:

- With the proposed addition to St. Michael CES including a new library, the existing library will be converted into a new office. This will allow the new office to be converted into an additional classroom with access to the kindergarten play area.

Approved School Educational Trips

All proposed trips have been reviewed prior to approval, and are consistent with Board policy

Dated: Tuesday, December 4, 2018

Listed by Destination

SCHOOL	GRADE(S)	# OF STUDENTS	DESTINATION	PURPOSE	DATES	COST PER PUPIL
Elementary						
St. Peter CES, Milton	7	60	Camp Tanamakoon, Huntsville, ON	This Grade 7 trip will have the students participating in various team building activities, orienteering, nature studies, etc. The students will learn to recognize and appreciate the importance of working together to meet the challenges in their lives and examine that all creation is sacred, and we are God's masterpiece. Students will participate in daily prayer.	Tuesday, May 21 - Friday, May 24, 2018	~\$385.00
St. Michael CES, Oakville	8	27	Camp Couchiching Longford Mills, ON	The trip to Camp Couchiching will cover a wide range of religious education curriculum. We will use the Sand by Me textbook with a focus on chapter 7 "We Believe in Jesus". This chapter focuses on the importance of Stewardship and the responsibilities that everyday citizens have to do their part. We will enhance our focus on faith theme of Solidarity and continue to learn what it means to put others first; and to treat others as we would like to be treated. These concepts will be modelled and applied for the duration of camp. Student will take part in daily prayer, and meditation and will write reflections to help enhance concepts learned.	Wednesday, May 28 - Friday, May 31, 2019	~\$260.00

Listed by Destination

SCHOOL	GRADE(S)	# OF STUDENTS	DESTINATION	PURPOSE	DATES	COST PER PUPIL
Secondary						
Christ the King CSS, Georgetown	11-12	12	Senior Girls Volleyball Tournament, Chatham, ON	Students, in accordance with the developmental assets that we seek to encourage in our students, have been a member of a team, practicing and competing at least 5 hours each week. This tournament is a celebration of their achievement, and their progress as a team, giving them an opportunity to celebrate their achievements, and to continue learning to be a member of a team. Each night, the team will come together to reflect on their day, their season, their accomplishments, and the great talents they have been blessed with. The tournament overall will help students to grow as collaborative contributors and Catholic leaders.	Friday, February 1 - Saturday, February, 2, 2019	~\$80.90

Listed by Destination						
SCHOOL	GRADE(S)	# OF STUDENTS	DESTINATION	PURPOSE	DATES	COST PER PUPIL
Secondary						
Notre Dame CSS, Burlington	11-12	29	Algonquin Park, South River, ON	This trip provides each student with the opportunity to help manage the goods, property and beauty in nature that are in our possession. It allows us to teach students that humans don't really own anything, we are simply stewards. The world belongs to God and we are looking after all that comes into our area of responsibility or concern. Students will participate daily in prayers and reflection.	Wednesday, February 20 - Saturday, February 23, 2019	~\$200.00
Bishop P.F. Reding CSS, Milton	9-12 (Music Students)	45	Montreal, QC	This is an opportunity for instrumental and vocal music students to make connections beyond the classroom in the form of live performances. Students will engage in a schedule of rehearsals and have an opportunity to review and discuss Christian values and the principles of discipleship. Students will explore Canadian cultural traditions and will have first hand exposure with the works of francophone artists. Through this experience, students will come to evaluate and put into practice the values outlined in the Ontario Catholic School Graduate Expectations. The students will also have a time to celebrate their faith as a community by attending Mass on Sunday at the Notre Dame Basilica in Montreal.	Thursday, April 25 - Sunday, April 28, 2019	~\$774.30
St. Ignatius of Loyola CSS, Oakville	Gr 11 – 12	16	Cedar Glen Outdoor Rec. Centre Schomberg, ON	As part of the SHSM Fitness and Sport Leadership Program students will have the opportunity to build on leadership and team building skills. Students will participate in leadership focused workshops and outdoor experiential learning in support of the Ontario Curriculum Expectations. Staff and students will participate in daily prayers.	Wednesday, May 22 - Thursday, May 23, 2019	\$0
St. Thomas Aquinas CSS Oakville	10-12	21	DECA - 40 th Annual Provincial Competition Toronto, ON	Students who are attending have qualified to continue to compete in their chosen category from the Regional Competition. Students will work towards their full potential to solve real-life issues in a diplomatic, professional, caring and compassionate sense. Staff and students will participate in daily prayer.	February 7 - 9, 2019	~\$285.00



Regular Board Meeting

Information Report

2018-19 REVISED BUDGET ESTIMATES (INCLUDING SEPTEMBER 1, 2018 TO NOVEMBER 30, 2018 ACTUALS)	Item 10.3
December 18, 2018	

Alignment to Strategic Plan

This report is linked to our strategic priority of **Foundational Elements**: Optimizing organizational effectiveness.

Purpose

To provide the Board with the 2018-2019 Revised Budget Estimates.

Background Information

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

1. Action Report 8.5 "2018-19 Budget Estimates (Final)" from the June 19, 2018, Regular Board Meeting.
2. Staff Report 9.1 2018-19 Budget Estimates Draft #2 of the June 5, 2018, Regular Board Meeting.
3. Staff Report 9.1 2018-19 Budget Estimates Draft #1 of the May 15, 2018, Regular Board Meeting.
4. Information Report 10.3 Update on the Release of the 2018-19 Grants for Student Needs (GSN) from the May 1, 2018, Regular Board Meeting.
5. Information Report 10.5 Release of the 2018-19 Grants for Student Needs (GSN) from the April 3, 2018, Regular Board Meeting.
6. Budget Information Session – March 7, 2018 Trustee Budget Consultation Session.
7. Information Report 10.4 2018-19 Budget Consultation Process – Summary of Feedback from the March 6, 2018, Regular Board Meeting.
8. Staff Report 9.1 2018-19 Budget Estimates Schedule, Objectives and Consultation from the February 6, 2018, Regular Board Meeting.



Comments

1. General (Appendices A-1, A-2, B, and F)

At the June 19, 2018, Regular Board meeting, the Board approved the 2018-2019 Budget of \$418,962,019.

The Revised Budget Estimates are due to the Ministry on December 14, 2018. As the attached Revised Budget Estimates Schedule (Appendix G) indicates, the Revised Budget Estimates were submitted to the Ministry on December 14, 2018, through the Education Finance Information System (EFIS) and brought to the Board of Trustees at the December 18, 2018, Regular Board meeting.

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

	BUDGET ESTIMATE	CHANGE	REVISED ESTIMATES
Total Revenue	427,871,000	5,557,000	433,428,000
Total Expenses	418,962,000	6,063,000	425,025,000
EXCESS OF REVENUES OVER EXPENSES	8,909,000	(506,000)	8,403,000
Operating Surplus	273,000	(77,000)	196,000
Internally Restricted Reserves			
Operating Reserve	800,000	-	800,000
Capital Reserve	550,000	950,000	1,500,000
Committed Capital Projects	(272,000)	(74,000)	(346,000)
Sinking Fund Interest Earned	(76,000)	-	(76,000)
Other Board Reserves	-	(1,305,000)	(1,305,000)
TOTAL ACCUMULATED SURPLUS AVAILABLE	1,275,000	(506,000)	769,000
Unavailable for Compliance Reserves			
Employee Future Benefits Liability	458,000	-	458,000
Interest to be Accrued	176,000	-	176,000
Revenues Recognized for Land (EDC)	7,000,000	-	7,000,000
TOTAL Unavailable for Compliance Reserves	7,634,000	-	7,634,000
TOTAL ACCUMULATED SURPLUS (DEFICIT) AVAILABLE FOR COMPLIANCE	8,909,000	(506,000)	8,403,000

Completion of staffing confirmations has resulted in additional staffing enhancements to address enrolment growth over Original Budget Estimates.

Item 10.3 | 2018-19 REVISED BUDGET ESTIMATES
(INCLUDING SEPTEMBER 1, 2018 TO NOVEMBER 30, 2018 ACTUALS)



Appendices A-1, A-2, B and F outline a summary of changes from the 2018-2019 Original Budget Estimates to the 2018-2019 Revised Budget Estimates. As outlined in the table above, the Total Accumulated Surplus Available for Compliance in the 2018-2019 Revised Budget Estimates is \$0.8 million, or \$0.5 million lower than the Original Budget Estimates. This is the net result of a transfer out of Other Board Reserves set aside in the 2017-18 Year End for expenses deferred to the 2018-19 fiscal year and increasing the transfer into the Facility Capital Reserve.

The increase in revenue and expenses is primarily attributed to increased enrolment, and Other Provincial Grants carried forward from 2017-18. Revenues increased overall by \$5.6 million, plus a transfer out of Other Board Reserves set aside in the 2017-18 Year End, of \$1.3 million. Expenses increased overall by \$6.1 million, to address growth and expenses associated to increased Other Provincial Grants and the transfer out of Other Board Reserves set aside in the 2017-18 Year End. Additions to the Revised Budget Estimates, captured under the \$6.1 million increase to expenses, are outlined in the tables below.

2018-19 Revised Estimates: Staffing			
	Description	Link to Strategic Plan	Cost
1	25.8 FTE Elementary Teachers	Achieving, Believing and Belonging	
2	5.4 FTE Secondary Teachers	Achieving, Believing and Belonging	
3	5.0 FTE Early Childhood Educators	Achieving, Believing and Belonging	
5	11.75 FTE Educational Assistants	Achieving, Believing and Belonging	
6	0.5 FTE Special Education support staff (Speech Language Pathologist)	Achieving, Believing and Belonging	
7	4.0 FTE Secretarial school staff	Foundational Elements	
8	0.5 FTE Indigenous Assistant	Achieving, Believing and Belonging	
9	(1.0 FTE) Secondment	Foundational Elements	
10	1.0 FTE Language Instruction for Newcomers to Canada (LINC) Officer	Achieving, Believing and Belonging	
	FTE: 52.95		2,354,000
	Additional contingency for sick leave and increase to benefits		1,259,000
	TOTAL		3,613,000

Item 10.3 | 2018-19 REVISED BUDGET ESTIMATES
(INCLUDING SEPTEMBER 1, 2018 TO NOVEMBER 30, 2018 ACTUALS)



2018-19 Revised Estimates: 2017-18 Year-End Rollover			
	Description	Link to Strategic Plan	Cost
1	Human Rights Operating Budget	Achieving and Belonging	5,000
2	School Transition Rollover	Foundational Elements	14,000
3	Empower Reading Program	Achieving and Belonging	23,000
4	Principal and Vice Principal Professional Development Rollover	Achieving, Believing and Belonging	60,000
5	Curriculum Services	Achieving, Believing and Belonging	72,000
6	IT Budget	Foundational Elements	100,000
7	Local Priorities Funding	Achieving, Belonging	176,000
8	Increase to contingency for growth (includes additional textbooks)	Achieving, Believing and Belonging	185,000
9	Payroll and Financial Information System implementation	Foundational Elements	205,000
10	2017/18 School Budget Rollover into 2018/19	Achieving, Believing and Belonging	465,000
	TOTAL		1,305,000

2018-19 Revised Estimates: Additional Expenses			
	Description	Link to Strategic Plan	Cost
1	Revised transportation budget (decrease)	Foundational Elements	(350,000)
2	Amortization expense on capital	Foundational Elements	256,000
3	Education Program-Other (EPO) and other third party Rollover (excluding staffing)	Achieving and Belonging	516,000
	TOTAL		422,000



The tables below outline the system requirements included in the Revised Estimates:

2018-19 Revised Estimates: Program Enhancements			
	Description	Link to Strategic Plan	Cost
1	International Students budget	Foundational Elements	15,000
2	Increase to elementary school budgets	Achieving, Believing and Belonging	45,000
3	Health and Safety training and security	Achieving and Belonging	50,000
4	Job Evaluation Officer	Foundational Elements	90,000
5	Non-Union Job evaluation review	Foundational Elements	110,000
6	Non-Union hours of work (increase to 37.5hrs)	Foundational Elements	135,000
7	Additional technology in the classroom	Achieving	278,000
	TOTAL		723,000
GRAND TOTAL			6,063,000

The Revised Budget Estimates is an important update to the Original Budget Estimates and as such supersedes it. The quarterly 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 Ministry EFIS forms have been used to calculate the provincial allocation. The Grants for Student Needs (GSN) are expected to increase by approximately \$4.2 million, as a result of higher enrolment than forecasted for Original Budget Estimates. Deferred Other Provincial Grants (also referred to as Education Program Other (EPO) grants) from 2017-18 of \$0.4 million have been carried forward (see Appendix A-9), other operating revenues increased by \$0.8 million, and amortization of deferred capital contribution increased by \$0.2 million. Overall, total revenues have increased by \$5.6 million from the Original Budget Estimates (see Appendices A-1 and F).

Other operating revenue, excluding Education Development Charges (EDC), has increased by \$0.8 million, mainly due to an increase to international student tuition fees, and carry forward of third-party revenues.



As presented in the 2017-2018 Audited Financial Statements report at the November 20, 2018, Regular Board Meeting, the Board had an Operating Accumulated Surplus of \$829,712 at the end of 2017-2018. Appendices A-1 and F show an estimated in-year Operating Surplus of \$0.2 million for 2018-2019. Also, the Available for Compliance – Internally Appropriated Surplus is expected to be \$0.6 million, for an estimated Total Available for Compliance Surplus of \$0.8 million.

3. Operating Expense Projections (Appendices A-2 to A-8, B)

The operating expense projections have increased by approximately \$6.1 million from the 2018-2019 Original Budget Estimates. This was mostly due to an increase of \$3.7 million in salaries and benefits to address growth. The salary and benefits component was estimated using the staffing complement on October 31, 2018. Further, there are \$1.0 million in provincial and third party grants carried forward from 2017-18 which have offsetting expenses.

Operating expenses include a salary component (approximately 85.8%) and a non-salary component (approximately 14.2%), as indicated in Appendix B. The operating expense projections total \$386.6 million, comprised of \$292.3 million for classroom expenses, \$58.8 million for non-classroom and \$35.5 million for school operations and maintenance, as indicated in Appendix A-2.

For the non-salary component, expenses have increased by \$2.2 million from the 2018-2019 Original Budget Estimates. The \$1.2 million increase in Supplies and Services expenses mostly relate to the 2017-18 rollover and systems requirements such as additional technology in the classroom. The increases of \$0.4 million to Professional Development and \$0.5 million to Other Expenses are related to the carry-forward provincial and third party grants.

The Original Budget Estimates report outlined that the 2018-19 expenses for Special Education are expected to exceed the Special Education Allocation by \$1.4 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, while the growth in enrolment resulted in a higher increase to the allocation. As a result, the Special Education expenses are expected to exceed the Special Education Allocation by \$0.6 million. It should, however, be noted that there are other areas within the GSN that are meant to complement the Special Education expenditures, such as the Qualification and Experience Grant, but they are not clearly tracked through the EFIS forms.

The Board Administration and Governance expenses of \$11.6 million, as listed in Appendix A-5, increased by \$0.7 million due to 2017-18 rollover for financial system implementations and system requirements and addition of related program enhancements listed in section 1 above. Total expenses are expected to be compliant with the Board Administration and Governance Grant (BAGG) enveloping requirements, with revenue exceeding expenses by \$0.1 million.



Transportation expenses are estimated at \$9.0 million, which is approximately \$350,000 lower than the Original Budget Estimates, mostly due to updated cost estimates for transportation of Assumption students. The transportation expenses are expected to exceed the transportation allocation by \$0.8 million.

4. Capital Budget (Appendix D)

Appendix D shows the estimated capital spending in 2018-2019 for approved projects and the funding sources for these projects. The estimated expenses are \$63.1 million, which comprise the new school build, classroom and child care addition, school consolidation, full-day kindergarten (FDK) playgrounds, 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, 2018. As a result, the revised projected ADE of 23,258.50 elementary students is 2.0% higher than the elementary enrolment of 22,805.50 projected in the Original Budget Estimates. An ADE of 12,340.47 has been estimated for secondary students, which is a 0.8% increase from the 12,248.10 projected in the Original Budget Estimates. This results in an overall enrolment of 35,598.97 which is an increase of 1.6% over the Original Budget Estimates and a 4.2% increase over the 2017-2018 Actual ADE.

6. 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 2018-2019 received/spent to November 30, 2018. The amounts to November 30, 2018, are compared to the Revised Budget Estimates to show the percentage received/spent to date. At November 30, 2018, we are one-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 2018-2019 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 2019, June 2019 and September 2019 and show the year-to-date percentages received/spent in 2017-2018 for comparison.



Conclusion

The Revised Budget Estimates reflect the projected funding and proposed expense needs for 2018-2019 based on the best information currently available. The 2018-2019 Revised Budget Estimates show an in-year Operating Surplus of \$0.2 million and an estimated Total Surplus Available for Compliance of \$0.8 million. The Revised Budget Estimates continues to show staff's commitment to building an operating reserve, in line with the 2018-2019 Budget Objectives, by transferring \$800,000 into the operating reserve, for an accumulated total of \$5.2 million or 1.4% of the Board's provincial allocation.

Report Prepared by: J. Chanthavong
Manager, Budget and Capital

Report Reviewed by: A. Lofts
Senior Manager, Financial Services

Report Submitted by: R. Negoï
Superintendent of Business Services and Treasurer of the Board

Report Approved by: P. Daly
Director of Education and Secretary of the Board

Halton Catholic District School Board
Revenue Summary
2018-19 Revised Estimates

Appendix A-1

OPERATING REVENUE

Province of Ontario

Legislative Grants

Municipal Taxes

Other Provincial Grants

Prior Year Grant Adjustment - Operating

Other Provincial Grants (Appendix A-9)

Other Revenue

Government of Canada

Tuition Fees

Use of Schools/Rentals

Cafeteria, Vending, Uniform and OCAS Revenue

Interest Revenue

Interest Revenue on Capital

Donation Revenue

Miscellaneous Recoveries

Recoveries - Secondments and Other

Miscellaneous Revenue

EDC Revenue

School Generated Funds Revenue

Amortization of Deferred Capital Contribution

Total Operating Revenue

Available for Compliance

(Surplus) Deficit - Operating

Available for Compliance - Transfer from (to) Internally Restricted Reserve (net) Note #1

Total Available for Compliance (Surplus) Deficit

Unavailable for Compliance

Unavailable for Compliance (PSAB Adjustments)

Amortization of EFB - Retirement Gratuity & ERIIP Liability

Amortization of EFB - Retirement/Health/Dental/Life Insurance

Unavailable for Compliance (Increase) Decrease in School Generated Funds

Revenues Recognized for Land

Total Unavailable for Compliance (Surplus)

Total Annual (Surplus) Deficit

Total Revenue After PSAB Adjustments

2018-19 Revised Budget Estimates <small>(in PSAB Format)</small>	2018-19 Revenues and Receipts Nov. 30/18 <small>(in PSAB Format)</small>	2018-19 Remaining Balance <small>(in PSAB Format)</small>	Percent Received	2018-19 Original Budget Estimates <small>(in PSAB Format)</small>	2017-18 Actuals <small>(in PSAB Format)</small>
295,193,657	87,850,751	207,342,906	29.8%	290,158,929	275,778,672
86,905,840	22,813,946	64,091,894	26.3%	87,776,400	87,054,739
382,099,497	110,664,697	271,434,800	29.0%	377,935,329	362,833,411
-	-	-	-	-	70,586
4,044,927	550,858	3,494,069	13.6%	3,639,883	4,239,157
4,044,927	550,858	3,494,069	13.6%	3,639,883	4,309,743
2,610,287	55,719	2,554,568	2.1%	2,610,287	2,946,857
2,975,340	2,997,775	(22,435)	100.8%	2,766,650	3,078,716
1,475,000	1,120,970	354,030	76.0%	1,475,000	1,368,616
-	2,411	(2,411)	-	-	61,778
150,000	58,991	91,009	39.3%	150,000	216,625
-	-	-	-	-	-
-	121	(121)	-	-	2,748
13,000	117,336	(104,336)	902.6%	-	185,493
2,160,417	207,399	1,953,018	9.6%	1,869,000	5,237,441
1,604,190	426,558	1,177,632	26.6%	1,310,000	2,169,873
7,000,000	954,429	6,045,571	13.6%	7,000,000	6,908,727
17,988,234	5,941,709	12,046,525	33.0%	17,180,937	22,176,874
13,000,000	4,682,809	8,317,191	36.0%	13,000,000	12,568,400
16,295,796	4,073,949	12,221,847	25.0%	16,115,077	17,722,821
433,428,454	125,914,021	307,514,433	29.1%	427,871,226	419,611,249
(195,872)	-	(195,872)	0.0%	(272,533)	(283,196)
(572,593)	-	(572,593)	0.0%	(1,002,006)	(3,486,885)
(768,465)	-	(768,465)	0.0%	(1,274,539)	(3,770,081)
(176,450)	-	(176,450)	0.0%	(176,450)	(167,074)
(458,218)	-	(458,218)	0.0%	(458,218)	(458,218)
-	-	-	-	-	-
-	-	-	-	-	(144,711)
(7,000,000)	(954,429)	(6,045,571)	13.6%	(7,000,000)	(5,855,219)
(7,634,668)	(954,429)	(6,680,239)	12.5%	(7,634,668)	(6,625,222)
(8,403,133)	(954,429)	(7,448,704)	11.4%	(8,909,207)	(10,395,302)
\$ 425,025,321	\$ 124,959,592	\$ 300,065,729	29.4%	\$ 418,962,019	\$ 409,215,947

Note #1

Transfer (to) from Working Funds Reserve	(800,000)	(800,000)	(800,000)	(1,000,000)
Net Transfer (to) from School Activities Reserve	463,898	463,898		(265,509)
Net Transfer (to) from Other Board Reserve	840,515	840,515		(578,462)
Net Transfer (to) from Capital Reserve	(1,500,000)	(1,500,000)	(550,000)	(2,000,000)
Net Transfer (to) from Committed Capital Projects	346,612	346,612	271,612	280,704
Net Transfer (to) from Committed Sinking Fund	76,382	76,382	76,382	76,382
	<u>\$(72,593)</u>	<u>-</u>	<u>\$(572,593)</u>	<u>\$(3,486,885)</u>

Halton Catholic District School Board
Expenditure Summary
2018-19 Revised Estimates

Appendix A-2

	2018-19 Revised Budget Estimates <small>(in PSAB Format)</small>	2018-19 Expenses and Commitments Nov. 30/18 <small>(in PSAB Format)</small>	2018-19 Remaining Balance <small>(in PSAB Format)</small>	Percent Spent	2018-19 Original Budget Estimates <small>(in PSAB Format)</small>	2017-18 Actuals <small>(in PSAB Format)</small>
Classroom Instruction						
Classroom Teachers	221,611,900	52,848,831	168,763,069	23.8%	220,616,600	210,861,305
Occasional Teachers	4,367,000	938,366	3,428,634	21.5%	4,159,900	4,329,682
Early Childhood Educators (E.C.E.) and Supply	9,116,000	2,721,632	6,394,368	29.9%	8,968,000	8,591,520
Teacher Assistants and Supply	23,745,000	6,246,385	17,498,615	26.3%	23,087,000	23,181,681
Textbooks & Classroom Supplies	8,253,543	2,018,178	6,235,365	24.5%	7,743,886	6,618,547
Computers	2,940,452	925,529	2,014,923	31.5%	2,320,900	3,025,077
Professionals, Paraprofessionals & Technical	13,658,283	3,059,309	10,598,974	22.4%	13,749,600	12,047,003
Library and Guidance	5,921,874	1,389,198	4,532,676	23.5%	5,647,920	4,783,745
Staff Development	2,735,131	824,824	1,910,307	30.2%	2,428,170	3,508,917
Subtotal Classroom Instruction	292,349,183	70,972,253	221,376,930	24.3%	288,721,976	276,947,476
Non Classroom - School Support Services						
School Administration (Appendix A-3)	22,321,126	5,982,501	16,338,625	26.8%	21,863,987	22,316,026
Teacher Consultants (Appendix A-3 & A-4)	5,539,275	1,474,702	4,064,573	26.6%	5,361,280	4,051,553
Continuing Education (Appendix A-7)	8,161,392	1,651,639	6,509,753	20.2%	7,363,453	7,634,374
Subtotal School Support Services	36,021,793	9,108,841	26,912,952	25.3%	34,588,720	34,001,953
Recoverable Expenses	2,160,417	641,704	1,518,713	29.7%	1,869,000	5,246,190
Other Non Classroom						
Board Administration (Appendix A-5)	11,552,793	2,714,321	8,838,472	23.5%	10,881,293	11,104,615
Transportation (Appendix A-8)	9,041,007	2,260,252	6,780,755	25.0%	9,391,621	7,881,622
Subtotal Other Non Classroom	20,593,800	4,974,572	15,619,228	24.2%	20,272,914	18,986,237
Pupil Accommodation						
School Operations and Maintenance	32,124,500	7,157,269	24,967,231	22.3%	31,989,500	29,495,803
School Renewal Projects	-	-	-	-	-	-
ALC and Portable Leases	3,300,000	1,176,753	2,123,247	35.7%	3,300,000	2,869,441
Debt Charges	47,375	-	47,375	0.0%	47,375	47,375
Other Debenture Payments (Interest only from 10-11)	8,469,341	3,694,296	4,775,045	43.6%	8,469,341	9,041,339
Subtotal Pupil Accommodations	43,941,216	12,028,319	31,912,897	27.4%	43,806,216	41,453,958
School Generated Funds Expenditures	13,000,000	3,564,411	9,435,589	27.4%	13,000,000	12,423,689
Amortization Expenditure	17,593,580	4,398,395	13,195,185	25.0%	17,337,861	20,323,518
Total Expenditures Before PSAB adjustments	\$ 425,659,989	\$ 105,688,496	\$ 319,971,493	24.8%	\$ 419,596,687	\$ 409,383,020
PSAB Adjustments						
Increase (Decrease) in Employee future Benefits	(458,218)	-	(458,218)		(458,218)	-
(Decrease) in Accrued Interest on Debenture	(176,450)	-	(176,450)		(176,450)	(167,074)
Total PSAB Adjustment	\$ (634,668)	\$ -	\$ (634,668)		\$ (634,668)	\$ (167,074)
Total Expenditures After PSAB Adjustment	\$ 425,025,321	\$ 105,688,496	\$ 319,336,825		\$ 418,962,019	\$ 409,215,947

Halton Catholic District School Board
Instruction Expenditures
2018-19 Revised Estimates

Appendix A-3

CLASSROOM

Regular Day School

	2018-19 Revised Budget Estimates <small>(in PSAB Format)</small>	2018-19 Expenses and Commitments Nov. 30/18 <small>(in PSAB Format)</small>	2018-19 Remaining Balance <small>(in PSAB Format)</small>	Pct Spent	2018-19 Original Budget Estimates <small>(in PSAB Format)</small>	2017-18 Actuals <small>(in PSAB Format)</small>
Classroom Teachers - Salaries & Benefits	200,948,000	48,182,315	152,765,685	24.0%	199,391,800	189,967,130
Classroom Teachers - ESL - Salaries & Benefits	3,071,000	718,573	2,352,427	23.4%	3,218,000	3,220,216
Classroom Teachers - Travel	10,000	810	9,190	8.1%	10,000	6,868
Occasional Teachers - Salaries & Benefits	4,367,000	938,366	3,428,634	21.5%	4,159,900	4,329,682
Early Childhood Educators (E.C.E.) - Salaries & Benefits	8,731,000	2,646,727	6,084,273	30.3%	8,628,000	8,241,268
Supply E.C.E. - Salaries and Benefits	385,000	74,905	310,095	19.5%	340,000	350,252
Textbooks and Classroom Material	6,681,275	1,613,271	5,068,004	24.1%	6,348,466	5,001,957
Furniture and Equipment	487,343	209,588	277,755	43.0%	377,100	588,158
Computer - Furniture and Equipment	683,175	220,357	462,818	32.3%	103,400	694,710
Computer - Supplies and Services	1,745,277	683,943	1,061,334	39.2%	1,705,500	1,508,261
Prof. & Paraprofessionals - Computer - Salaries & Benefits	1,833,500	464,838	1,368,662	25.4%	2,045,500	2,037,236
Prof. & Paraprofessionals - Salaries & Benefits	2,638,000	652,627	1,985,373	24.7%	2,491,000	2,332,111
Prof. & Paraprofessionals - Supplies & Equipment	1,004,383	214,046	790,337	21.3%	983,700	786,437
Library and Guidance - Salaries & Benefits	5,512,000	1,289,190	4,222,810	23.4%	5,263,000	4,456,293
Library and Guidance - Books & Supplies	409,874	100,009	309,865	24.4%	384,920	327,452
Staff Development	2,645,631	799,951	1,845,680	30.2%	2,373,670	3,388,906
Subtotal Classroom	\$ 241,152,458	\$ 58,809,516	\$ 182,342,942	24.4%	\$ 237,823,956	\$ 227,236,938

NON-CLASSROOM

Regular Day School

Teacher Consultants - Salaries & Benefits	2,594,000	709,842	1,884,158	27.4%	2,487,215	2,352,591
Teacher Consultants - Supplies & Services	543,675	278,130	265,545	51.2%	490,465	428,004
Program Leadership Leads - Salaries & Benefits	1,046,000	169,987	876,013	16.3%	1,028,000	-
Program Leadership Leads - Supplies & Services	36,000	10,093	25,907	28.0%	36,000	-
Subtotal Consultants	\$ 4,219,675	\$ 1,168,051	\$ 3,051,624	27.7%	\$ 4,041,680	\$ 2,780,595

School Administration

School Administration - Salaries & Benefits	20,844,000	5,659,862	15,184,138	27.2%	20,623,000	20,916,323
School Administration - Supplies and Services	1,477,126	322,639	1,154,487	21.8%	1,240,987	1,399,703
Subtotal School Administration	\$ 22,321,126	\$ 5,982,501	\$ 16,338,625	26.8%	\$ 21,863,987	\$ 22,316,026
Total Regular Day School - Non Classroom	\$ 26,540,801	\$ 7,150,551	\$ 19,390,250	26.9%	\$ 25,905,667	\$ 25,096,621

Recoverable expenses	\$ 2,160,417	\$ 641,704	1,518,713	29.7%	\$ 1,869,000	\$ 5,246,190
Total Instruction	\$ 269,853,676	\$ 66,601,771	\$ 203,251,905	24.7%	\$ 265,598,623	\$ 257,579,748

**Halton Catholic District School Board
Special Education Expenditures
2018-19 Revised Estimates**

Appendix A-4

CLASSROOM

	2018-19 Revised Budget Estimates (in PSAB Format)	2018-19 Expenses and Commitments Nov. 30/18 (in PSAB Format)	2018-19 Remaining Balance (in PSAB Format)	Pct Spent	2018-19 Original Budget Estimates (in PSAB Format)	2017-18 Actuals (in PSAB Format)
Classroom Teachers - Salaries & Benefits	17,527,100	3,942,253	13,584,847	22.5%	17,941,000	17,618,037
Classroom Teachers - Travel	55,800	4,879	50,921	8.7%	55,800	49,054
Teacher Assistants - Salaries & Benefits	23,712,000	6,216,037	17,495,963	26.2%	23,054,000	23,072,068
Supply Teacher Assistants - Salaries & Benefits	33,000	30,348	2,652	92.0%	33,000	109,612
Textbooks and Classroom Material	314,525	131,264	183,261	41.7%	247,920	382,777
Furniture and Equipment	770,400	64,055	706,345	8.3%	770,400	645,654
Computer Equipment	512,000	21,229	490,771	4.1%	512,000	822,105
Prof. & Paraprofessionals - Salaries & Benefits	8,065,000	1,692,115	6,372,885	21.0%	8,112,000	6,789,917
Prof. & Paraprofessionals - Supplies & Equipment	117,400	35,683	81,717	30.4%	117,400	101,302
Library and Guidance	-	-	-	-	-	-
Workshops	89,500	24,873	64,627	27.8%	54,500	120,011
Subtotal Classroom	\$ 51,196,725	\$ 12,162,737	\$ 39,033,988	23.8%	\$ 50,898,020	\$ 49,710,538

NON CLASSROOM

Consultants - Salaries & Benefits	1,258,000	282,892	975,108	22.5%	1,258,000	1,210,625
Consultants - Supplies & Services	61,600	23,758	37,842	38.6%	61,600	60,333
Subtotal Consultants	\$ 1,319,600	\$ 306,651	\$ 1,012,949	23.2%	\$ 1,319,600	\$ 1,270,958

Total Special Education

\$ 52,516,325	\$ 12,469,388	\$ 40,046,937	23.7%	\$ 52,217,620	\$ 50,981,497
----------------------	----------------------	----------------------	--------------	----------------------	----------------------

Halton Catholic District School Board
Board Administration Expenditures
2018-19 Revised Estimates

Appendix A-5

	2018-19 Revised Budget Estimates (in PSAB Format)	2018-19 Expenses and Commitments Nov. 30/18 (in PSAB Format)	2018-19 Remaining Balance (in PSAB Format)	Pct Spent	2018-19 Original Budget Estimates (in PSAB Format)	2017-18 Actuals (in PSAB Format)
Governance /Trustees	\$ 208,800	\$ 44,685	\$ 164,115	21.4%	\$ 213,800	\$ 169,053
Directors and Supervisory Officers						
Salaries & Benefits	1,716,000	404,980	1,311,020	23.6%	1,759,000	2,155,652
Supplies and Services	120,700	32,302	88,398	26.8%	120,700	126,751
Furniture & Equipment	6,900	31	6,869	0.5%	6,900	1,866
Other Expenditures	58,500	832	57,668	1.4%	58,500	11,927
Subtotal Directors and Supervisory Officers	\$ 1,902,100	\$ 438,146	\$ 1,463,954	23.0%	\$ 1,945,100	\$ 2,296,196
Business and General Administration						
Salaries & Benefits	4,246,584	1,048,067	3,198,517	24.7%	4,073,584	3,992,818
Supplies and Services	299,243	80,605	218,638	26.9%	270,630	159,863
Furniture & Equipment	30,900	2,153	28,747	7.0%	30,900	20,785
Fees & Contractual Services	776,048	132,919	643,129	17.1%	599,120	845,454
Other Expenditures	213,067	162,154	50,913	76.1%	213,067	210,479
Parent Engagement Expenses	37,959	1,169	36,790	3.1%	27,000	33,146
Subtotal Business and General Administration	\$ 5,603,801	\$ 1,427,067	\$ 4,176,734	25.5%	\$ 5,214,301	\$ 5,262,544
Human Resources						
Salaries & Benefits	1,910,000	400,447	1,509,553	21.0%	1,791,000	1,676,096
Supplies and Services	90,709	25,904	64,805	28.6%	90,709	129,573
Furniture & Equipment	9,500	-	9,500	0.0%	9,500	4,171
Fees & Contractual Services	602,553	141,502	461,051	23.5%	402,553	485,351
Other Expenditures	12,600	3,649	8,951	29.0%	12,600	13,301
Subtotal Human Resources	\$ 2,625,362	\$ 571,502	\$ 2,053,860	21.8%	\$ 2,306,362	\$ 2,308,492
Information Technology						
Salaries & Benefits	730,500	116,694	613,806	16.0%	731,500	614,566
Supplies and Services	31,000	7,023	23,977	22.7%	19,000	28,158
Furniture & Equipment	12,000	3,653	8,347	30.4%	12,000	11,517
Other Expenditures	10,000	1,775	8,225	17.7%	10,000	14,133
Subtotal Information Technology	\$ 783,500	\$ 129,144	\$ 654,356	16.5%	\$ 772,500	\$ 668,374
Bank Financing Charges						
Operating interest and bank charges	50,000	35,261	14,739	70.5%	50,000	53,904
Subtotal Bank Financing Charges	\$ 50,000	\$ 35,261	\$ 14,739	70.5%	\$ 50,000	\$ 53,904
Operations & Maintenance						
Utilities	171,170	25,332	145,838	14.8%	171,170	138,928
Building repairs and maintenance	105,000	23,084	81,916	22.0%	105,000	104,389
Landscape and snow removal	33,000	3,809	29,191	11.5%	33,000	32,265
Fire/Security/Monitoring	3,000	-	3,000	0.0%	3,000	1,621
Waste Disposal	3,060	-	3,060	0.0%	3,060	240
Contractual Services	64,000	16,291	47,709	25.5%	64,000	68,610
Subtotal Operations & Maintenance	\$ 379,230	\$ 68,515	\$ 310,715	18.1%	\$ 379,230	\$ 346,052
Total Board Administration	\$ 11,552,793	\$ 2,714,321	\$ 8,838,472	23.5%	\$ 10,881,293	\$ 11,104,615

Halton Catholic District School Board

Pupil Accommodations Expenditures

2018-19 Revised Estimates

Appendix A-6

	2018-19 Revised Budget Estimates <small>(in PSAB Format)</small>	2018-19 Expenses and Commitments Nov. 30/18 <small>(in PSAB Format)</small>	2018-19 Remaining Balance <small>(in PSAB Format)</small>	Pct Spent	2018-19 Original Budget Estimates <small>(in PSAB Format)</small>	2017-18 Actuals <small>(in PSAB Format)</small>
School Operations						
Salaries & Benefits	10,164,000	2,684,464	7,479,536	26.4%	10,089,000	9,588,078
Professional Development	86,160	7,798	78,362	9.1%	26,160	41,146
Community Use of Schools	150,000	75,064	74,936	50.0%	150,000	192,559
Utilities - Hydro	6,032,095	808,656	5,223,439	13.4%	6,032,095	4,921,040
Utilities - Natural Gas	785,368	54,274	731,094	6.9%	785,368	628,716
Utilities - Water & Sewer	693,000	98,526	594,474	14.2%	693,000	528,436
Maintenance - Supplies and Materials	846,044	337,194	508,850	39.9%	846,044	1,141,617
Travel and Mileage	108,640	17,894	90,746	16.5%	108,640	105,395
Custodial equipment repairs	100,000	11,505	88,495	11.5%	100,000	78,271
Creative playground equipment	27,586	-	27,586	0.0%	27,586	12,770
Telephone	19,118	7,778	11,340	40.7%	19,118	20,599
Plant Office	66,904	1,896	65,008	2.8%	66,904	72,845
School Maintenance Services	7,662,698	1,573,682	6,089,016	20.5%	7,662,698	7,266,735
Furniture & Equipment	78,000	20,658	57,342	26.5%	78,000	42,327
Professional Fees	530,278	71,922	458,356	13.6%	530,278	499,010
Contractual Services - Security, Fire, etc.	4,059,581	756,507	3,303,074	18.6%	4,059,581	3,672,768
Insurance	608,075	615,819	(7,744)	101.3%	608,075	535,138
Moving expenses	46,000	8,237	37,763	17.9%	46,000	19,225
Continuing Education/ALC operating costs	60,953	5,396	55,557	8.9%	60,953	129,129
Subtotal School Operations	\$ 32,124,500	\$ 7,157,269	\$ 24,967,231	22.3%	\$ 31,989,500	\$ 29,495,803
New Pupil Places						
Portable Leases & Moving expenses	3,300,000	1,176,753	2,123,247	35.7%	3,300,000	2,869,441
Subtotal New Pupil Places	\$ 3,300,000	\$ 1,176,753	\$ 2,123,247	35.7%	\$ 3,300,000	\$ 2,869,441
Debt Charges						
Debt Charges-Permanent financing of NPF	47,375	-	47,375	0.0%	47,375	47,375
Subtotal Debt Charges	\$ 47,375	\$ -	\$ 47,375	0.0%	\$ 47,375	\$ 47,375
Other Debenture Payments						
LEIP - Debenture Interest	171,189	-	171,189	0.0%	171,189	191,721
Turf Loan Interest	-	-	-	-	-	-
OSBFC Debenture Interest	4,182,502	1,520,754	2,661,748	36.4%	4,182,502	4,518,343
OFA Debenture Interest	4,115,650	2,173,542	1,942,108	52.8%	4,115,650	4,331,276
Subtotal Other Debenture Payments	\$ 8,469,341	\$ 3,694,296	\$ 4,775,045	43.6%	\$ 8,469,341	\$ 9,041,339
Total Pupil Accommodations	\$ 43,941,216	\$ 12,028,319	\$ 31,912,897	27.4%	\$ 43,806,216	\$ 41,453,958

Halton Catholic District School Board
Continuing Education/Adult Learning Centre Expenditures
2018-19 Revised Estimates

Appendix A-7

Continuing Education

	2018-19 Revised Budget Estimates <small>(in PSAB Format)</small>	2018-19 Expenses and Commitments Nov. 30/18 <small>(in PSAB Format)</small>	2018-19 Remaining Balance <small>(in PSAB Format)</small>	Pct Spent	2018-19 Original Budget Estimates <small>(in PSAB Format)</small>	2017-18 Actuals <small>(in PSAB Format)</small>
Salaries & Benefits	6,326,906	1,321,463	5,005,443	20.9%	5,547,643	5,727,137
Supplies and Services	307,347	97,940	209,407	31.9%	288,671	334,921
Furniture & Equipment	26,700	(85)	26,785	-0.3%	26,700	36,095
Fees & Contractual Services	137,379	36,328	101,051	26.4%	137,379	78,480
Renovations	212,670	(100,299)	312,969		212,670	436,859
ALC Leases/Rentals	1,150,390	296,291	854,099	25.8%	1,150,390	1,020,882
Total Continuing Education	\$ 8,161,392	\$ 1,651,639	\$ 6,509,753	20.2%	\$ 7,363,453	\$ 7,634,374

Halton Catholic District School Board
Transportation Expenditures
2018-19 Revised Estimates

Appendix A-8

Transportation - General

Salaries & Benefits
 Supplies and Services
 Furniture & Equipment
 Fees & Contractual Services

Subtotal Transportation - General

Transportation - Home to School

Total Transportation

2018-19 Revised Budget Estimates <small>(in PSAB Format)</small>	2018-19 Expenses and Commitments Nov. 30/18 <small>(in PSAB Format)</small>	2018-19 Remaining Balance <small>(in PSAB Format)</small>	Pct Spent	2018-19 Original Budget Estimates <small>(in PSAB Format)</small>	2017-18 Actuals <small>(in PSAB Format)</small>
505,624	126,406	379,218	25.0%	466,575	429,064
40,189	10,047	30,142	25.0%	42,772	35,807
10,696	2,674	8,022	25.0%	6,742	3,596
134,574	33,644	100,931	25.0%	127,570	112,216
<u>691,083</u>	<u>172,771</u>	<u>518,312</u>	<u>25.0%</u>	<u>643,659</u>	<u>580,684</u>
8,349,924	2,087,481	6,262,443	25.0%	8,747,962	7,300,939
<u>\$ 9,041,007</u>	<u>\$ 2,260,252</u>	<u>\$ 6,780,755</u>	<u>25.0%</u>	<u>\$ 9,391,621</u>	<u>\$ 7,881,622</u>

Halton Catholic District School Board
Other Provincial Grants
2018-19 Revised Estimates

Appendix A-9

Grant Description	2018-19 Revised Budget Estimates	2018-19 Receipts As At Nov.30/18	2018-19 Original Budget Estimates
A.Prkacin - EPO			
French As A Second Language	12,562	-	-
Physical Activity - Bishop Reding	4,144	-	-
Student Success Leaders - Equity and Inclusion	6,093	-	-
Professional Learning for DECE	17,937	-	-
Early Years Experience Collections	777	-	-
Renewed Math Strategy	540,986	-	540,986
Innovation in Learning Fund	108,111	-	108,111
EDU Design Lab - Notre Dame	37,486	17,486	-
	728,096	17,486	649,097
C. Cipriano - EPO			
Support Transitional Post Secondary	63,447	31,500	-
Mental Health Workers in Schools	347,756	9,750	347,756
	411,203	41,250	347,756
C. McGillicuddy - EPO			
Specialist Highskills Major (SHSM) Special Funding	224,611	44,922	199,543
Community Connected Experiential Learning	7,000	-	-
Experiential Learning	157,603	-	157,603
	389,214	44,922	357,146
S. Balogh - EPO			
Teacher Learning & Leadership Program	54,952	1,107	-
	54,952	1,107	-
T. Pinelli - EPO			
International Education K-12	121	-	-
Safe, Equitable And Inclusive Schools	182,789	-	182,789
	182,910	-	182,789
R. Merrick - EPO			
Outreach Coordinator	73,600	-	73,600
	73,600	-	73,600
Sub-total	\$ 1,839,975	\$ 104,765	\$ 1,610,388
 O.Y.A.P GRANT	 103,549	 62,129	 107,950
Province of Ontario-Citizenship	1,273,900	296,499	1,273,900
LBS Grants	167,273	10,735	128,830
PBLA 1X FUNDING	35,498	-	-
Modular E-Learning	396,304	-	400,000
CUPE Apprenticeship / PD	109,613	76,729	-
Human Rights Equity Advisor	85,215	-	85,215
Supporting Schools - Recreational Cannabis Legalization	33,600	-	33,600
Sub-total	\$ 2,204,952	\$ 446,092	\$ 2,029,495
Total Other Provincial Grants per A-1	\$ 4,044,927	\$ 550,857	\$ 3,639,883

Halton Catholic District School Board
Summary of Expenses by Expense Type
2018-19 Revised Estimates

Appendix B

	2018-19 Revised Budget Estimates	% of total budget	\$ increase (from Original to Revised)	% increase (from Original to Revised)	2018-19 Original Budget Estimates	% of total budget	2017-18 Actuals	% of total budget
Operating								
Salary & Wages	284,005,547	73.5%	2,804,313	1.0%	281,201,234	73.9%	270,432,171	73.6%
Employee Benefits	47,627,813	12.3%	808,709	1.7%	46,819,104	12.3%	44,778,214	12.2%
Total Salaries and Benefits	331,633,360	85.8%	3,613,022	1.1%	328,020,338	86.2%	315,210,385	85.8%
Professional Development	1,554,768	0.4%	423,867	37.5%	1,130,901	0.3%	1,600,150	0.4%
Supplies & Services	29,217,273	7.6%	1,225,374	4.4%	27,991,899	7.4%	25,762,651	7.0%
Replacement Furniture & Equipment	2,500	0.0%	-	0.0%	2,500	0.0%	266	0.0%
Operating Interest	50,000	0.0%	-	0.0%	50,000	0.0%	53,904	0.0%
Rentals & Leases	4,136,111	1.1%	510	0.0%	4,135,601	1.1%	3,587,983	1.0%
Fees & Contractuals	17,356,198	4.5%	51,650	0.3%	17,304,548	4.5%	15,669,557	4.3%
Other	1,449,093	0.4%	493,160	51.6%	955,933	0.3%	4,641,323	1.3%
ALC Lease/Rentals	1,150,390	0.3%	-	0.0%	1,150,390	0.3%	1,020,881	0.3%
Total Other Operating	54,916,333	14.2%	2,194,561	4.2%	52,721,772	13.8%	52,336,715	14.2%
Total Operating	386,549,693	100.0%	5,807,583	1.5%	380,742,110	100.0%	367,547,100	100.0%
Capital								
Debt Charges & Interest	47,375	0.6%	-	-	47,375	0.6%	47,375	0.4%
OSBFC Debenture Interest Payments	4,182,502	49.1%	-	0.0%	4,182,502	49.1%	4,518,343	42.7%
OFA Debenture Interest Payments	4,286,839	50.3%	-	0.0%	4,286,839	50.3%	4,522,996	42.8%
Total Capital	8,516,716	100.0%	-	0.0%	8,516,716	100.0%	9,088,714	100.0%
PSAB Adjustments								
School Generated Funds	13,000,000	43.4%	-	0.0%	13,000,000	43.8%	12,423,689	3.4%
Amortization expenses	17,593,580	58.7%	255,719	1.5%	17,337,861	58.4%	20,323,518	5.5%
Increase in Employee Future Benefits	(458,218)	-1.5%	-	-	(458,218)	-1.5%		0.0%
(Decrease) in Accrued Interest on Debenture	(176,450)	-0.6%	-	0.0%	(176,450)	-0.6%	(167,074)	-0.5%
	(634,668)	-2.1%	-	0.0%	(634,668)	-2.1%	(167,074)	-0.5%
Total PSAB Adjustments	29,958,912	100.0%	255,719	0.9%	29,703,193	100.0%	32,580,133	8.9%
Total expenses	\$ 425,025,321	100.0%	6,063,302	1.5%	\$ 418,962,019	100.0%	\$ 409,215,947	100.0%

**Halton Catholic District School Board
Average Daily Enrolment (ADE)
2018-19 Revised Estimates**

Appendix C

	2018-19 REVISED ESTIMATES				2018-19 ORIGINAL ESTIMATES				
	Actual FTE Oct 31/18	Projected FTE Mar 31/19	2018-19 Revised ADE	% Change	Projected FTE Oct 31/18	Projected FTE Mar 31/19	2018-19 Original ADE	% Change	2017-18 Actual ADE
JK	2,109.00	2,122.00	2,115.50	4.4%	2,019.00	2,033.00	2,026.00	-2.9%	2,087.50
SK	2,189.00	2,202.00	2,195.50	0.9%	2,171.00	2,182.00	2,176.50	0.9%	2,157.50
Gr. 1 to 3	7,032.00	7,078.00	7,055.00	1.6%	6,925.00	6,969.00	6,947.00	-0.6%	6,985.50
Gr. 4 to Gr. 8	11,865.00	11,920.00	11,892.50	2.0%	11,630.00	11,682.00	11,656.00	1.4%	11,494.00
Elementary Day School Enrolment	23,195.00	23,322.00	23,258.50	2.0%	22,745.00	22,866.00	22,805.50	0.4%	22,724.50
Secondary Day School Enrolment	12,482.39	12,198.55	12,340.47	0.8%	12,374.23	12,121.96	12,248.10	7.0%	11,446.76
Total Day School ADE	35,677.39	35,520.55	35,598.97	1.6%	35,119.23	34,987.96	35,053.60	2.6%	34,171.26

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
2018-19 Revised Budget Estimates**

Appendix D

Projects	Total Estimated Capital Budget	2018-19 Estimated Expenses	Funding Sources					
			Capital Priorities	Child Care Capital	Full Day Kindergarten	School Renewal	Other *	Total Funding
St. Scholastica - New School	13,668,474	600,000	12,125,714		1,542,760			13,668,474
St. Nicholas - School Consolidation	12,409,605	11,609,411	7,885,758				4,523,847	12,409,605
St. Mark - Classroom Addition & Child Care	3,667,880	3,667,880	1,610,867	2,057,013				3,667,880
Assumption - Classroom Addition	2,376,102	2,376,102					2,376,102	2,376,102
Bishop Reding - Classroom Addition & Child Care	20,130,036	15,000,000	18,073,020	2,057,016				20,130,036
St. Peter - Child Care	2,571,270	2,503,795		2,571,270				2,571,270
St. Michael - Classroom Addition & Child Care	3,122,284	3,122,284	1,579,522	1,542,762				3,122,284
FDK Playground Equipment	250,000	250,000			250,000			250,000
School Improvement Projects	23,973,898	23,973,898				2,867,009	21,106,889	23,973,898
								-
								-
TOTAL	82,169,549	63,103,370	41,274,881	8,228,061	1,792,760	2,867,009	28,006,838	82,169,549

* Includes POD, Reserve, Community Use, Rural and Northern Education Funding

Halton Catholic District School Board
GSN Calculations
2018-19 Revised Budget Estimates

Appendix E

	2018-19 Revised Budget	% Change from 2018-19 Original Budget	% Change from 2017-18 Actuals	2018-19 Original Budget	2017-18 Actuals
Enrolment Forecast - JK/SK	4,311.00	2.58%	1.55%	4,202.50	4,245.00
- 1 to 3	7,055.00	1.55%	0.99%	6,947.00	6,985.50
- 4 to 8	11,892.50	2.03%	3.47%	11,656.00	11,494.00
Enrolment Forecast - Elementary	23,258.50	1.99%	2.35%	22,805.50	22,724.50
- Secondary	12,340.47	0.75%	7.81%	12,248.10	11,446.76
	35,598.97	1.56%	4.18%	35,053.60	34,171.26
Pupil Foundation Grant - JK/SK	27,389,422	2.58%	3.26%	26,700,078	26,524,713
Pupil Foundation Grant - 1 to 3	40,348,251	1.55%	2.00%	39,730,588	39,555,184
Pupil Foundation Grant - 4 to 8	57,934,908	2.03%	5.68%	56,782,787	54,822,702
Pupil Foundation Grant - 7 to 8	996,005	-0.33%		999,287	
Pupil Foundation Grant - Secondary	73,481,822	0.75%	9.18%	72,931,801	67,303,858
Supply Teacher Adjustment for Elementary					
Supply Teacher Adjustment for Secondary					
Total Pupil Foundation Allocation	200,150,408	1.52%	6.35%	197,144,542	188,206,457
School Foundation Grant - Elementary	15,238,046	1.49%	2.57%	15,013,924	14,855,819
School Foundation Grant - Secondary	8,022,436	0.47%	7.45%	7,984,733	7,466,160
Additional Compensation for Principals & Vice Principals	193,401	0.00%	-12.95%	193,401	222,175
Total School Foundation Allocation	23,453,883	1.13%	4.04%	23,192,058	22,544,154
SEPPA - JK to Grade 3	11,446,471	3.82%	4.45%	11,024,849	10,958,385
SEPPA - Grade 4 to 8	9,199,681	3.91%	6.79%	8,853,198	8,614,983
SEPPA - Secondary	6,302,648	2.61%	11.26%	6,142,055	5,665,002
Special Education Equipment Amount	1,695,158	1.18%	1.79%	1,675,470	1,665,271
Special Incidence Portion	1,300,000	0.00%	1.78%	1,300,000	1,277,222
Differentiated Special Education Needs Amount	16,484,320	0.00%	7.00%	16,484,320	15,405,825
Behavioural Expertise	246,023	0.99%	32.63%	243,607	185,494
Total Special Education Allocation	46,674,301	2.08%	6.63%	45,723,499	43,772,182
Total Language Allocation	8,466,120	0.79%	8.88%	8,399,633	7,775,563
Total Learning Opportunities Allocation	5,980,540	0.27%	-7.39%	5,964,451	6,457,481
Total Continuing Education and Other Programs Allocation	2,160,137	-2.45%	-2.05%	2,214,282	2,205,274
Total Teacher Qualification and Experience Allocation	25,446,119	-3.97%	-3.50%	26,496,788	26,368,581
ECE Q&E Allocation	2,295,236	-6.32%	-2.87%	2,450,103	2,362,969
New Teacher Induction Program (NTIP)	294,698	-5.81%	15.19%	312,869	255,837
Restraint Savings	(140,878)	0.00%	0.00%	(140,878)	(140,878)
Total Transportation Allocation	8,210,055	1.53%	7.15%	8,085,987	7,662,434
Total Administration and Governance Allocation	10,665,100	1.03%	12.23%	10,556,364	9,503,134
Total School Operations Allocation	34,414,140	1.44%	6.24%	33,926,832	32,391,359
Community Use of Schools Allocation	460,344	0.00%	3.30%	460,344	445,632
Indigenous Education Allocation	294,466	11.44%	-21.94%	264,238	377,237
Safe Schools	605,740	1.49%	5.94%	596,876	571,756
Rural and Northern Education Allocation	54,093	0.00%	2.25%	54,093	52,902
Permanent Financing of NPF	47,375	0.00%	0.00%	47,375	47,375
TOTAL: OPERATING (Note 2)	369,531,877	1.03%	5.32%	365,749,456	350,859,449
Deduct:					
Minor TCA	(9,237,922)	1.03%	5.32%	(9,143,736)	(8,771,486)
Add:					
Temporary Accommodations - Portable Leasing					
Trustees' Association Fee	43,017	0%	0%	43,017	43,017
TOTAL OPERATING ALLOCATION	360,336,972	1.03%	5.32%	356,648,737	342,130,980
Capital Grants	31,781,026	3.67%	55.43%	30,656,328	20,447,225
Minor TCA	9,237,922	1.03%	5.32%	9,143,736	8,771,486
School Renewal Allocation (Note 2)	4,628,574	1.38%	4.46%	4,565,509	4,430,977
School Condition Improvement		0.00%			
Temporary Accommodations - Capital	3,358,000	0.00%	93.54%	3,358,000	1,735,000
Retrofitting School Space for Child Care		0.00%			-
Short Term Interest on Capital		0.00%	-100.00%		84,254
Capital Debt Support - Interest Portion (Note 2)	8,025,635	0.00%	-6.09%	8,025,635	8,546,061
TOTAL CAPITAL ALLOCATION	57,031,157	2.30%	29.57%	55,749,208	44,015,003
TOTAL FUNDING ALLOCATION	\$ 417,368,129	1.21%	8.09%	\$ 412,397,945	\$ 386,145,983

Halton Catholic District School Board
Operating and Capital - Revenues and Expenditures
2018-19 Revised Estimates

Appendix F

	2018-19 Revised Budget Estimates	2018-19 Original Budget Estimates	Changes
Revenue			
Province of Ontario-GSN & Municipal tax (Note 1)	382,099,497	377,935,329	4,164,168
Other Provincial Grants (Note 1)	4,044,927	3,639,883	405,044
Other Operating (Note 2)	17,988,234	17,180,937	807,297
Amortization of Deferred Capital Contribution (Note 3)	16,295,796	16,115,077	180,719
School Generated Funds	13,000,000	13,000,000	-
Unavailable for Compliance			
Employee Future Benefits and Interest Accrual	(634,668)	(634,668)	-
Revenues Recognized for Land	(7,000,000)	(7,000,000)	-
Total Revenue	\$ 425,793,786	\$ 420,236,558	\$ 5,557,228
Expenditures			
Operating			
Salary and Benefits (Note 4)	331,633,360	328,020,338	3,613,022
Other Operating Expenditures (Note 5)	54,916,333	52,721,772	2,194,561
Capital			
OSBFC Debenture Payments	4,229,877	4,229,877	-
OFA Debenture Payments	4,286,839	4,286,839	-
PSAB			
Amortization Expense (Note 3)	17,593,580	17,337,861	255,719
School Generated Funds	13,000,000	13,000,000	-
Employee Future Benefits and Interest Accrual	(634,668)	(634,668)	-
Total Expenses	\$ 425,025,321	\$ 418,962,019	\$ 6,063,302
In-Year Surplus (Deficit) Available for Compliance - Unappropriated	\$ 195,872	\$ 272,533	\$ (76,661)
Surplus (Deficit) Available for Compliance	\$ 768,465	\$ 1,274,539	\$ (506,074)

Note 1. Represents growth in enrolment and carry-forward EPO grants.

Note 2. Represents changes in Other Revenues outlined in Appendix A-1 (Increase in Tuition Fees-International students and deferred revenues).

Note 3. Represents increase in capital construction projects.

Note 4. Salary and benefits increased to address enrolment growth and updated sick leave contingency based on 2017-18 actual trends.

Note 5. Other operating expenditure includes mostly GSN & EPO related expenditure totaling \$900K, 2017-18 Board reserve rollovers of \$840K and 2017-18 school budget rollover of \$464K.

**Halton Catholic District School Board
2018-19 Revised Budget Estimates Schedule**

Date (2018)	Completed	Item	Description of Activity
March 26	✓	Ministry Memorandum 2018: B06	Established Revised Estimates due date of December 14, 2018
March 26	✓	Ministry Memorandum 2018: B07	2018-19 School Year Education Programs - Other (EPO) Funding
September 28th	✓	Ministry Memorandum 2018:SB17	District School Board Enrolment Projections for 2019-20 to 2022-23
October 19th	✓	Ministry Memorandum 2018:SB18	Release of Ministry Revised Estimates Forms (EFIS)
October 22nd	✓	Revised Budget Estimates	COSBO Update Regarding 2018-19 Revised Estimates (Administrative Council)
October 31st	✓	Salary & benefits budget	Salary and FTE staffing "snapshot" pull down from HR/Payroll System
November 2nd	✓	Average Daily Enrolment (ADE) Revision	Enrolment snapshot from Student Information System (Trillium) for October FTE Pupil Count
November 9th	✓	Salary & benefits budget	Salary and FTE staffing comparison to original budget
November 12th	✓	Revised Budget Estimates	Update on the Revised Budget Estimates (Administrative Council)
November 19th	✓	Revised Budget Estimates	Update on the Revised Budget Estimates (Administrative Council)
November 20th	✓	Salary & benefits budget	Salaries by Employee Group and FTE sent to all Superintendents
November 23th	✓	Average Daily Enrolment (ADE) Revision	Publication of the October 2018 Enrolment Statistics Report
November 23th	✓	Ministry Memorandum 2018:SB17	Submit 4 yr. Projections to the MOE
November 26th	✓	Average Daily Enrolment (ADE) Revision	Finalization of the 2018-19 ADE using the actual October 31, 2018 FTE enrolment
November 26th	✓	Departmental budget review	Review of Revised Departmental Budgets / Identify Potential Savings (Administrative Council)
December 3rd	✓	Salary & benefits budget	Review of Salaries by Employee Group and FTE By Superintendent (Administrative Council)
December 10th	✓	Revised Budget Estimates	Update on the Revised Budget Estimates (Administrative Council)
December 14th	✓	Ministry Memorandum 2018:SB18	Submit Ministry Revised Estimates Forms (EFIS).
December 18th		Revised Budget Estimates	Board approval of the Revised Budget Estimates
December 21st		Revised Budget Estimates	Post on Board's Public Website
December 21st		Ministry Memorandum 2018:B06	Email submission of Ministry Revised Estimates Forms (EFIS).
January 15th		Average Daily Enrolment (ADE) Revision	Reconciliation of actual October 31, 2018 FTE enrolment with OnSIS



Regular Board Meeting

Information Report

Four Year Ministry Enrolment Projection and Long-Term Capital Plan Preliminary Enrolment Projection	Item 10.4
December 18, 2018	

Alignment to Strategic Plan

This report is linked to our strategic priority of **Foundational Elements**: Optimizing organizational effectiveness.

Purpose

To provide the Board of Trustees with the four (4) year enrolment projection (2019-2020 to 2022-23) as required by the Ministry of Education; and to provide the Board an annual update on the elementary and secondary school enrolment for Burlington, Milton, Halton Hills and Oakville. This report also constitutes the first steps in the annual update to the Long-Term Capital Plan.

Background Information

- 1) Information Report 10.9, "Planning Services Work Plan for 2018-2019" from the October 2, 2018 Regular Meeting of the Board.
- 2) Action Report 8.2, "2018 Long-Term Capital Plan (LTCP)" from the June 5, 2018 Regular Meeting of the Board.
- 3) Information Report 10.3, "Milton #3 Catholic Secondary School Business Case Submission" from the November 6, 2018 Regular Meeting of the Board.

Comments

1.0 Annual Four Year Ministry Enrolment Projection Submissions (2019-20 to 2022-23)

Ministry Memorandum 2018: SB17 (Appendix A) reflects the annual Ministry request for four (4) year enrolment projections. These projections are used by the Ministry to forecast the 2019-20 Grants for Student Needs (GSN) budget provincially for all 72 school boards across Ontario.

To generate the projections, staff utilized enrolment projection software which bases future enrolment upon actual October 31st, 2018 enrolment as well as trends from the prior three (3) years (2015-2018). The 15-year enrolment projections are presented in Appendix B by municipality, for years 2019 to 2033 inclusive, being applicable to the Ministry request.



This report will focus predominantly on the next four (4) year period required for the Ministry request, as this is the most reliable period of the projection. Looking beyond 4 years, the projections become less reliable as this modelling system does not account for new trends which may be experienced if they were not demonstrated in the recent enrolment history.

Board staff utilizes these enrolment projections to inform preliminary budgeting, preliminary staffing estimates, and identifying short-term facility needs (i.e. portables).

2.0 HCDSB Board Wide Enrolment Projection Results (2019-2020 to 2022-2023)

On October 31, 2018, Halton Catholic District School Board's total headcount enrolment for elementary and secondary students, including Thomas Merton Centre was 35,995 students. This count was used as the base enrolment to project enrolment over the next four (4) years, and to project the revised budget estimates between October and March count dates.

To calculate the increase/decrease in enrolment from October to March for revised budget estimates and the four (4) year Ministry enrolment projections, staff used a historical average of the actual enrolment increase/decrease by individual schools for specific grade cohorts between 2015 and 2017 actuals. Below are the averaged rates of increase/decrease board wide:

- 1) 2015-16 to 2017-18 for JK and SK, an average increase of 0.65%.
- 2) 2015-16 to 2017-18 for Grade 1 to Grade 3, an average increase of 0.57%.
- 3) 2015-16 to 2017-18 for Grade 4 to Grade 8, an average increase of 0.45%.
- 4) 2015-16 to 2017-18 for Grade 9 to Grade 12, an average decrease of -1.97%

The enrolment projections for the next four (4) years (and the long-term preliminary enrolment forecast) are provided in Appendix B for headcounts and utilization rates.

Over the period 2019-20 through 2022-23, the following should be noted:

- 1) The Board's elementary enrolment is projected to increase at an average yearly rate of +2.5% (+603 students).
 - a. This growth will be mainly in Milton, with some increases in Burlington.
 - b. While most growth is occurring in new development areas, there has been a recent increase in enrolment in some mature communities in Burlington.
 - c. The average yearly utilization rate is projected to be 110%, without the completion of any new schools and/or additions to existing schools as identified as part of 2018 Long-Term Capital Plan, which is listed as Item 2 under Background Information.
- 2) The Board's secondary enrolment is projected to increase at an average yearly rate of +3.6% (+476 students).
 - a. This growth is predominantly in Milton.
 - b. This growth is also explained by a higher number of students entering from the elementary panel of another board into our secondary school program throughout the Region.
 - c. The average yearly utilization rate for the secondary panel of the Board is projected to be 129%, without the completion of any new schools and/or additions to existing schools as identified as part of 2018 Long-Term Capital Plan, which is listed as Item 2 under Background Information.
 - d. Note that the Board has submitted an urgent business case to the Ministry of Education to request funding for the third secondary school in Milton (Milton #3 CSS) to alleviate accommodation pressure in existing Milton secondary schools.



- 3) Total Board enrolment headcount is projected to increase at an average yearly rate of +2.9% (+1,080 students), and maintain an average utilization rate of 116%.
 - a. This growth is slightly higher than what was anticipated in the 2018 LTCP projection for the same four (4) year period, which anticipated an average yearly increase of 2.8%. The 2018 LTCP report is listed as Item 2 under Background Information.

3.0 Municipal Enrolment Trends

This section of the report reviews elementary and secondary enrolment at each of the four (4) municipalities in Halton Region. Detailed trends by Elementary Review Area (ERA) and Secondary Review Area (SRA) and schools will be provided as a part of the 2019 Long-Term Capital Plan, which will be presented to Trustees in the Spring.

3.1 City of Burlington

3.1.1 Municipal Profile

The City of Burlington has primarily been characterized as a municipality with maturing neighbourhoods, which has historically resulted in decreasing student aged population. However, the Board has seen an increasing trend in enrolment in some of these communities over the last two (2) years.

As it relates to development potential, Burlington will be relying predominantly on intensification activities within the core (e.g. high density development units – condominiums) to meet growth targets through it's proposed Mobility Hubs in Aldershot, Burlington GO, Downtown Burlington and Appleby GO, along with OP-designated intensification areas at Upper Middle Road and Appleby Line, as well as some low density infill developments. Greenfield development (low to medium density development subdivisions – Single Family Dwelling and townhomes) lots are still available in Burlington, however they will not account for majority of the growth.

3.1.2 Enrolment Trends

Compared to October 31, 2017, Burlington's total enrolment as of October 31, 2018 (headcount) was 9,293 students (+414/+4.7%), being comprised of 6,098 elementary (+220/+3.7%) and 3,195 secondary students (+194/+6.5%). Current Functional Building Capacity utilization rates in Burlington are 99% for the elementary panel; 99% for the secondary panel; and 99% combined.

Over the period 2019-20 through 2022-23:

1. Burlington's elementary enrolment is projected to increase at an average yearly rate of 2.5% (156 students). The projected average utilization rate for the elementary panel is 105%.
2. Burlington's secondary enrolment is projected to increase slightly at an average yearly rate of 1.4% (+46 students). The projected average utilization rate for the secondary panel is 102%.
3. Overall, Burlington's total enrolment is projected to increase at an average yearly rate of +2.1% (+202 students). The projected average utilization rate is 104%.



3.2 Town of Halton Hills

Municipal Profile

The two (2) primary urban community areas in the Town of Halton Hills, Acton and Georgetown, contain the majority of the area's student population.

Acton is primarily characterized as a municipality with maturing neighbourhoods with fewer pockets of growth, resulting in a decreasing student aged population at St. Joseph (A) CES.

Georgetown has a mix of both mature and new neighbourhoods. The mature neighbourhoods are located in the north, and are served by Holy Cross CES and St. Francis of Assisi CES. The newer neighbourhoods are located in the south, and are served by St. Catherine of Alexandria CES and St. Brigid CES, both seeing year to year increases in enrolment. Residential growth continues to occur for these two schools due to continued developments in South Georgetown and the recently approved Vision Georgetown Secondary Plan, which will introduce approximately 6,600 new residential units in the community of Georgetown. To accommodate this new growth, one (1) elementary school site and one (1) combined elementary-secondary school site is designated for the Board within this secondary plan. St. Brigid CES will act as the holding elementary school until new facilities in Vision Georgetown are built.

Enrolment Trends

Compared to October 31, 2017, Halton Hills' total enrolment as of October 31, 2018 (headcount) was 4,437 students (+21/+0.5%), being comprised of 2,731 elementary (-29/-1.1%) and 1,706 secondary students (+50/+3.0%).

Over the period 2019-20 through 2022-23:

1. Halton Hills' elementary enrolment is projected to increase slightly at an average yearly rate of 1.8% (+50 students) from 2019-20 to 2021-22. This will increase once the Vision Georgetown Secondary Plan begins showing housing starts in 2022. From 2021-22 to 2022-23, enrolment is projected to increase by 7.4% (+214 students). The projected average utilization rate for the elementary panel by 2021-22 is 119%.
2. Halton Hills' secondary enrolment is projected to increase over the next four (4) years, for an overall average yearly rate of 1.9% (33 students). The projected average utilization rate for the secondary panel is 131%.
3. Overall, Halton Hills' total enrolment is projected to increase at an average yearly rate of +1.4% (+64 students) from 2019-2020 to 2021-22. This will increase by +6.6% (+304 students) from 2021-22 to 2022-23 due to new development in Vision Georgetown. The projected average utilization rate is 124% by 2021-22.



3.3 Town of Milton

Municipal Profile

The Town of Milton is one of the primary growth areas for the Board, and as a result, is expected to generate a significant number of students within the south Milton urban area.

With the exception of Holy Rosary (M) CES and Our Lady of Victory CES, all other communities in Milton have seen recent developments and are expected to continue to yield a high number of students for a number of years.

As it relates to future development potential, Milton still has a generous supply of greenfield developments (low to medium density development subdivisions – single family dwelling and townhomes) to meet its growth targets; these include Milton Heights, Boyne Secondary Plan, Milton Education Village, and future Britannia East/West and Trafalgar-Agerton Secondary Plans. See Appendix D for a map of the growth areas in the Town of Milton.

Enrolment Trends

Compared to October 31, 2017, Milton's total enrolment as of October 31, 2018 (headcount) was 10,823 students (+941/+9.5%), being comprised of 6,996 elementary (+355/+5.3%) and 3,827 secondary students (+586/+18.1%).

Over the period 2019-20 through 2022-23:

1. Milton's elementary enrolment is projected to increase at an average yearly rate of +3.9% (+292 students). The projected average utilization rate for the elementary panel is 124%, without an additional school being opened in 2020-21.
2. Milton's secondary enrolment is projected to increase at an average yearly rate of +8.0% (+344 students). The projected average utilization rate for the secondary panel is 203%, without the 29-classroom addition to Bishop P. F. Reding Catholic Secondary School in 2019-2020 and the opening of the new Milton Catholic Secondary School #3 for 2021-22.
3. Based on October 31, 2018 (headcount), Bishop P.F. Reding CSS Grade 9 cohort was comprised of 47.1% HCDSB students, and 52.9% students from outside of the HCDSB system (e.g. co-terminus school boards, development). Jean Vanier CSS Grade 9 cohort was comprised of 58.9% HCDSB students, and 41.1% students from outside of the HCDSB system. This has been slightly tapered down in the enrolment projections for future years. Please see Appendix C for more information on retention rates.
4. Overall, Milton's total enrolment is projected to increase slightly at an average yearly rate of +5.4% (+636 students). The projected average utilization rate is 145%.



3.4 Town of Oakville

Municipal Profile

Overall, Oakville's built neighbourhood fabric can be characterized one of three (3) ways: maturing, established, and new growth. South of the QEW is comprised of the oldest maturing neighbourhoods; North of the QEW and South of Upper Middle Road are also maturing but newer neighbourhoods seeing mostly infill growth and low enrolment yields. North of Upper Middle Road and South of Dundas Street are established neighbourhoods with pockets of new development and enrolment growth, combined with declining enrolment in more mature pockets. The geography north of Dundas Street is new greenfield development, characterized by high development growth and enrolment growth.

As it relates to future development potential, Oakville still has a very generous supply of greenfield developments (low to medium density development subdivisions – Single Family Dwelling and Townhomes) identified as the North Oakville Secondary Plan (East and West) north of Dundas Street to meet its growth targets. A significant number of subdivision applications within the secondary plan have already come online and are under construction. These developments are currently serviced by the newly opened St. Gregory the Great CES. The latter opened in September 2016 to accommodate future enrolment growth north of Dundas as the four (4) elementary school sites designated in North Oakville are established (see Appendix D for North Oakville Map).

In addition, there are also two (2) new growth areas located between Upper Middle Road and the QEW, which are the former Saw-Whet and Glen Abbey golf courses being converted into residential developments (note that Glen Abbey is presently before the Ontario Municipal Board (OMB)).

Enrolment Trends

Compared to October 31, 2017, Oakville's total enrolment (excluding Thomas Merton Adult Learning Centre) as of October 31, 2018 (headcount) was 11,278 students (+62/+0.6%), being comprised of 7,387 elementary (-11/-0.1%) and 3,891 secondary students (+73/+1.9%).

Over the period 2019-20 through 2022-23:

1. Oakville's elementary enrolment is projected to increase at an average yearly rate of 0.9% (+65 students). The projected average utilization rate for the elementary panel is 99%.
2. Note that St. Gregory the Great CES is maintaining the Town of Oakville's overall enrolment in a state of growth. If removed from the analysis, Oakville elementary enrolment is projected to decrease at an average yearly rate of -1.4% (-97) students.
3. Oakville's secondary enrolment is projected to increase at an average yearly rate of 1.3% (+53 students). The projected average utilization rate for the secondary panel is 106%.
4. The Grade 8 retention rates continue to be well below 100% at St. Vincent Catholic Elementary School, with notable declines from previous year noted at St. Luke Catholic Elementary School.
- 4.2 The International Baccalaureate (IB) program at St. Thomas Aquinas (now capped) continues to attract a large population of students, which will sustain its utilization for a number of years. If declines begin presenting themselves, the capping of the IB program can be adjusted.
5. Overall, Oakville's total enrolment is projected to increase slightly at an average yearly rate of +1.0% (+118 students). The projected average utilization rate is 101%.



4.0 Long-Term Capital Plan Progress

As discussed in the October 2, 2018, Information Item 10.9 Planning Services Work Plan for 2018-19, the submission of the 4-year Enrolment Projections to the Ministry and the presentation of this report is the first step in the Long-Term Capital Plan (LTCP) annual update.

Accordingly, as part of the first annual review and update cycle, Planning Services intends to accomplish the following updates and enhancements:

- Update 15-year Yields
- Update 15-year Projects list
- Update Feeder School graphics
- Introduce new Birth Rate Data and Child Care Tax Benefit Information section
- Identification of Capital Priorities Facility Partnership opportunities
- Identification of Holding and/or Development Areas

To complete the annual update, Planning Services anticipates to complete the following milestones over the 2018-2019 school year. Note all information will be posted on the <https://schoolplanning.hcdsb.org/> website once presented to Trustees:

TENTATIVE DATE	FORUM	ACTIONS
October 2, 2018	Board Meeting	2018 Planning Services Work Plan
Oct – Nov, 2018	Internal	Develop and complete preliminary enrolment projections for submission to the Ministry of Education
November 20, 2018	Ministry Submission	Enrolment Projection Submission
December 18, 2018	Board Meeting	LTCP – Preliminary Enrolment Projection Report
February 2019	Publish Materials Online	LTCP - Updated Projections Posted Online
April 17, 2019	Board Meeting	LTCP – Annual Facility Accommodation Report
April 2019	Notification	Notifications sent regarding LTCP Public Meeting
May 1, 2019	Board Meeting	Draft Report for LTCP
May 2019	Public Meeting	Draft CPFP & 2018 LTCP Public Meeting
May 2019	Survey	Survey Launch
May 15, 2019	Board Meeting	Delegations and Information Report for LTCP
June 5, 2019	Board Meeting	Presentation of Final LTCP



Conclusion

In summary, the Board can anticipate an overall average yearly change of +2.9% (+1,080 students) over the four (4) year period 2019-20 through 2022-23, maintaining a Board-wide average utilization rate of 116%.

Note that future development phasing indicates that a significant increase in enrolment should be expected after 2021 when a large number of units are expected to come online in the market.

The Board's total elementary enrolment over the four (4) year period 2019-20 to 2022-23, is projected to increase at an average yearly rate of +2.5% (+603 students), maintaining an average Board wide utilization of 110%.

The Board's total secondary enrolment over the same four (4) year period of 2019-20 to 2022-23, is projected to increase at an average yearly rate of +3.6% (+477 students), maintaining an average Board wide utilization of 129%.

The four (4) year enrolment projections were submitted to the Ministry on November 20, 2018. The projections sent to the Ministry are expressed in terms of Average Daily Enrolment (ADE) which is the average of the two Full-Time Equivalent enrolments at October 31st and March 31st for the respective year. This is the enrolment figure that Ministry's uses to allocate funding to school boards, and to generate the Grants for Student Needs (GSN) projections.

The final actual ADE for 2017-18 was 34,171.26 in total for the Board. The 2018-19 ADE used for the Budget Estimates was 35,053.59. The 2018-19 ADE to be used for the Revised Budget Estimates stands at 35,598.97, and the projected enrolment for 2019-20 is 36,492.09.

This finalized figure will be used as a starting point for 2018-19 budget calculations and will be refined during the budget process as new and more current information becomes available.

A graph illustrating the Board's historic ADE for the Estimates, Revised Estimates and Financial Statements has been attached as Appendix E to this report.

Report Prepared by: D. Gunasekara
Planning Officer, Planning Services

F. Thibeault
Senior Manager, Planning Services

Report Reviewed by: R. Negoï
Superintendent, Business Services

Report Approved by: P. Daly
Director of Education

Ministry of Education

Education Funding Branch
900 Bay Street
20th Floor, Mowat Block
Toronto ON M7A 1L2

Ministère de l'Éducation

Direction du financement de l'éducation
900, rue Bay
20e étage, édifice Mowat
Toronto ON M7A 1L2

**2018: SB17**

MEMORANDUM TO: Directors of Education
Superintendents of Business

FROM: Paul Duffy
Director
Education Funding Branch

DATE: **September 28, 2018**

SUBJECT: **District School Board Enrolment Projections for 2019-20 to 2022-23**

As part of the annual process of determining Grants for Student Needs (GSN) requirements for the upcoming 2019-20 school year, the ministry is asking school boards to submit their enrolment projections by **November 23, 2018**.

The ministry is requesting both the preliminary Revised Estimates Enrolment numbers for the 2018-19 school year and the projected Average Daily Enrolment (ADE) for 2019-20 to 2022-23.

The spreadsheet template for submitting the enrolment projections is attached in both English and French. Please email your completed spreadsheet template to Education.Enrolment.Submissions@ontario.ca.

Please note that there is a distinct section for High Credit ADE. High Credit ADE is not to be included in the regular Secondary Day School ADE forecasts.

This year an additional field has been included under Elementary ADE where you are being asked to identify grades 7 and 8 ADE separately. ADE of those students would be counted under grades 4 to 8 as well.

It is important that the ministry receive your projections within the above timelines. This will ensure that they are reflected in the 2019-20 GSN release.

As in previous years, these enrolment projections for the coming school year will be published when the 2019-20 GSN is released to the public.

Thank you for your co-operation and attention in meeting this request.

If you have any questions on how to access or complete the template, please contact Sonja Kolar at (416) 325-2830 or Sonja.Kolar@ontario.ca.

Original signed by:

Paul Duffy
Director
Education Funding Branch

CITY OF BURLINGTON

APPENDIX B-1

ENROLMENT PROJECTIONS

ELEMENTARY PANEL			HISTORIC					PROJECTED				FORECAST										
BURLINGTON	CODE	FBC	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033
ASSUMPTION																						
Ascension CES	ASCN	383	283	270	269	274	297	309	323	348	364	385	396	404	407	412	409	407	404	403	402	401
Holy Rosary (B) CES	HLRB	478	420	417	415	415	423	433	437	443	450	454	471	483	487	503	508	513	514	510	506	503
St. John (B) CES	JOHB	383	305	298	304	302	320	329	336	348	347	341	351	353	356	365	361	356	352	347	342	339
St. Patrick CES	PATR	337	239	250	262	290	308	305	318	330	332	342	352	345	347	351	340	341	342	342	342	341
St. Paul CES	PAUL	337	277	267	267	306	356	381	415	447	476	496	523	552	559	552	547	542	536	532	529	525
St. Raphael CES	RAPH	346	273	251	258	278	307	328	354	389	408	433	454	472	471	473	468	461	459	451	443	434
Total Enrolment	FBC	2,264	1,797	1,753	1,775	1,865	2,011	2,085	2,183	2,305	2,377	2,451	2,547	2,609	2,627	2,656	2,633	2,620	2,607	2,585	2,564	2,543
Enrolment Change (+/-)				-44	22	90	146	74	98	122	72	74	96	62	18	29	-23	-13	-13	-22	-21	-21
Overall Utilization			79%	77%	78%	82%	89%	92%	96%	102%	105%	108%	113%	115%	116%	117%	116%	116%	115%	114%	113%	112%
CORPUS CHRISTI																						
Sacred Heart of Jesus CES	SHOJ	547	507	492	497	512	533	564	607	610	626	622	615	599	594	580	575	569	565	562	560	558
St. Anne CES	ALTE	622	595	670	711	770	804	835	848	862	872	862	863	847	824	819	805	796	787	783	777	775
St. Christopher CES	CHRS	478	506	490	476	428	407	400	373	360	361	358	358	345	348	348	343	340	337	332	334	335
St. Elizabeth Seton CES	ELIZ	455	447	441	435	425	416	410	405	414	409	410	397	389	384	382	378	372	370	368	368	368
Total Enrolment	FBC	2,102	2,055	2,093	2,119	2,135	2,160	2,209	2,233	2,246	2,268	2,252	2,233	2,180	2,150	2,129	2,101	2,077	2,059	2,045	2,039	2,036
Enrolment Change (+/-)				38	26	16	25	49	24	13	22	-16	-19	-53	-30	-21	-28	-24	-18	-14	-6	-3
Overall Utilization			98%	100%	101%	102%	103%	105%	106%	107%	108%	107%	106%	104%	102%	101%	100%	99%	98%	97%	97%	97%
NOTRE DAME																						
Canadian Martyrs CES	CDNM	409	350	364	377	380	396	401	396	402	403	415	420	418	420	425	414	414	413	413	412	411
St. Gabriel CES	GABR	547	604	594	578	574	604	619	643	660	686	711	718	719	733	727	714	700	689	677	670	662
St. Mark CES	MARK	363	336	341	343	364	377	378	393	397	413	430	451	455	466	460	459	458	457	455	453	450
St. Timothy CES	TIMB	504	517	507	537	560	550	557	559	569	575	561	571	553	550	535	541	541	541	541	541	541
Total Enrolment	FBC	1,823	1,807	1,806	1,835	1,878	1,927	1,955	1,991	2,028	2,077	2,117	2,160	2,145	2,169	2,147	2,128	2,113	2,100	2,086	2,076	2,064
Enrolment Change (+/-)				-1	29	43	49	28	36	37	49	40	43	-15	24	-22	-19	-15	-13	-14	-10	-12
Overall Utilization			99%	99%	101%	103%	106%	107%	109%	111%	114%	116%	118%	118%	119%	118%	117%	116%	115%	114%	114%	113%

BURLINGTON ELEMENTARY SCHOOL TOTAL ENROLMENT																						
Total Enrolment:	FBC	6,189	5,659	5,652	5,729	5,878	6,098	6,249	6,407	6,579	6,722	6,820	6,940	6,934	6,946	6,932	6,862	6,810	6,766	6,716	6,679	6,643
Enrolment Change (+/-)				-7	77	149	220	151	158	172	143	98	120	-6	12	-14	-70	-52	-44	-50	-37	-36
Overall Utilization			91%	91%	93%	95%	99%	101%	104%	106%	109%	110%	112%	112%	112%	112%	111%	110%	109%	109%	108%	107%

SECONDARY PANEL			HISTORIC					PROJECTED				FORECAST										
BURLINGTON	CODE	FBC	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033
Assumption CSS	ASPT	942	905	893	841	941	1,001	1,046	1,076	1,089	1,139	1,156	1,166	1,219	1,284	1,338	1,461	1,539	1,568	1,585	1,553	1,526
Notre Dame CSS	NTDM	1,113	1,002	1,012	1,025	1,011	1,092	1,093	1,075	1,089	1,105	1,111	1,114	1,155	1,152	1,184	1,214	1,202	1,219	1,211	1,196	1,185
Corpus Christi CSS	CORP	1,182	980	986	1,006	1,049	1,102	1,096	1,122	1,145	1,135	1,173	1,193	1,242	1,274	1,250	1,236	1,191	1,151	1,139	1,123	1,107
Total Enrolment	FBC	3,237	2,887	2,891	2,872	3,001	3,195	3,235	3,273	3,323	3,379	3,440	3,473	3,616	3,710	3,772	3,911	3,932	3,938	3,935	3,872	3,818
Enrolment Change (+/-)				4	-19	129	194	40	38	50	56	61	33	143	94	62	139	21	6	-3	-63	-54
Overall Utilization			89%	89%	89%	93%	99%	100%	101%	103%	104%	106%	107%	112%	115%	117%	121%	121%	122%	122%	120%	118%

BURLINGTON TOTAL ENROLMENT			HISTORIC					PROJECTED				FORECAST										
			2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033
			8,546	8,543	8,601	8,879	9,293	9,484	9,680	9,902	10,101	10,260	10,413	10,550	10,656	10,704	10,773	10,742	10,704	10,651	10,551	10,461
Enrolment Change (+/-)	FBC	9,426		-3	58	278	414	191	196	222	199	159	153	137	106	48	69	-31	-38	-53	-100	-90
Overall Utilization			91%	91%	91%	94%	99%	101%	103%	105%	107%	109%	110%	112%	113%	114%	114%	114%	114%	113%	112%	111%

CITY OF BURLINGTON

UTILIZATION PROJECTIONS & CHANGES

ELEMENTARY PANEL			HISTORIC					PROJECTED				FORECAST										
BURLINGTON	CODE	FBC	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033
ASSUMPTION																						
Ascension CES	ASCN	383	74%	70%	70%	72%	78%	81%	84%	91%	95%	101%	103%	105%	106%	108%	107%	106%	105%	105%	105%	105%
Holy Rosary (B) CES	HLRB	478	88%	87%	87%	87%	88%	91%	91%	93%	94%	95%	99%	101%	102%	105%	106%	107%	108%	107%	106%	105%
St. John (B) CES	JOHB	383	80%	78%	79%	79%	84%	86%	88%	91%	91%	89%	92%	92%	93%	95%	94%	93%	92%	91%	89%	89%
St. Patrick CES	PATR	337	71%	74%	78%	86%	91%	91%	94%	98%	99%	101%	104%	102%	103%	104%	101%	101%	101%	101%	101%	101%
St. Paul CES	PAUL	337	82%	79%	79%	91%	106%	113%	123%	133%	141%	147%	155%	164%	166%	164%	162%	161%	159%	158%	157%	156%
St. Raphael CES	RAPH	346	79%	73%	75%	80%	89%	95%	102%	112%	118%	125%	131%	136%	136%	137%	135%	133%	133%	130%	128%	125%
Utilization	FBC	2,264	79%	77%	78%	82%	89%	92%	96%	102%	105%	108%	113%	115%	116%	117%	116%	116%	115%	114%	113%	112%
Utilization Change (+/-)				-1.9%	1.0%	4.0%	6.4%	3.3%	4.3%	5.4%	3.2%	3.3%	4.2%	2.7%	0.8%	1.3%	-1.0%	-0.6%	-0.6%	-1.0%	-0.9%	-0.9%
CORPUS CHRISTI																						
Sacred Heart of Jesus CES	SHOJ	547	93%	90%	91%	94%	97%	103%	111%	112%	114%	114%	112%	110%	109%	106%	105%	104%	103%	103%	102%	102%
St. Anne CES	ALTE	622	96%	108%	114%	124%	129%	134%	136%	139%	140%	139%	139%	136%	132%	132%	129%	128%	127%	126%	125%	125%
St. Christopher CES	CHRS	478	106%	103%	100%	90%	85%	84%	78%	75%	76%	75%	75%	72%	73%	73%	72%	71%	71%	69%	70%	70%
St. Elizabeth Seton CES	ELIZ	455	98%	97%	96%	93%	91%	90%	89%	91%	90%	90%	87%	85%	84%	84%	83%	82%	81%	81%	81%	81%
Utilization	FBC	2,102	98%	100%	101%	102%	103%	105%	106%	107%	108%	107%	106%	104%	102%	101%	100%	99%	98%	97%	97%	97%
Utilization Change (+/-)				1.8%	1.2%	0.8%	1.2%	2.3%	1.1%	0.6%	1.0%	-0.8%	-0.9%	-2.5%	-1.4%	-1.0%	-1.3%	-1.1%	-0.9%	-0.7%	-0.3%	-0.1%
NOTRE DAME																						
Canadian Martyrs CES	CDNM	409	86%	89%	92%	93%	97%	98%	97%	98%	99%	101%	103%	102%	103%	104%	101%	101%	101%	101%	101%	100%
St. Gabriel CES	GABR	547	110%	109%	106%	105%	110%	113%	118%	121%	125%	130%	131%	131%	134%	133%	131%	128%	126%	124%	122%	121%
St. Mark CES	MARK	363	93%	94%	94%	100%	104%	104%	108%	109%	114%	118%	124%	125%	128%	127%	126%	126%	126%	125%	125%	124%
St. Timothy CES	TIMB	504	103%	101%	107%	111%	109%	111%	111%	113%	114%	111%	113%	110%	109%	106%	107%	107%	107%	107%	107%	107%
Utilization	FBC	1,823	99%	99%	101%	103%	106%	107%	109%	111%	114%	116%	118%	118%	119%	118%	117%	116%	115%	114%	114%	113%
Utilization Change (+/-)				-0.1%	1.6%	2.4%	2.7%	1.5%	2.0%	2.0%	2.7%	2.2%	2.4%	-0.8%	1.3%	-1.2%	-1.0%	-0.8%	-0.7%	-0.8%	-0.5%	-0.7%

BURLINGTON ELEMENTARY SCHOOL UTILIZATION																						
Utilization	FBC	6,189	91%	91%	93%	95%	99%	101%	104%	106%	109%	110%	112%	112%	112%	112%	111%	110%	109%	109%	108%	107%
Enrolment Change (+/-)				-0.1%	1.2%	2.4%	3.6%	2.4%	2.6%	2.8%	2.3%	1.6%	1.9%	-0.1%	0.2%	-0.2%	-1.1%	-0.8%	-0.7%	-0.8%	-0.6%	-0.6%

SECONDARY PANEL			HISTORIC					PROJECTED				FORECAST										
BURLINGTON	CODE	FBC	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033
Assumption CSS	ASPT	942	96%	95%	89%	100%	106%	111%	114%	116%	121%	123%	124%	129%	136%	142%	155%	163%	166%	168%	165%	162%
Notre Dame CSS	NTDM	1,113	90%	91%	92%	91%	98%	98%	97%	98%	99%	100%	100%	104%	104%	106%	109%	108%	110%	109%	107%	106%
Corpus Christi CSS	CORP	1,182	83%	83%	85%	89%	93%	93%	95%	97%	96%	99%	101%	105%	108%	106%	105%	101%	97%	96%	95%	94%
Utilization	FBC	3,237	89%	89%	89%	93%	99%	100%	101%	103%	104%	106%	107%	112%	115%	117%	121%	121%	122%	122%	120%	118%
Utilization Change (+/-)				0.1%	-0.6%	4.0%	6.0%	1.2%	1.2%	1.5%	1.7%	1.9%	1.0%	4.4%	2.9%	1.9%	4.3%	0.6%	0.2%	-0.1%	-1.9%	-1.7%

BURLINGTON TOTAL UTILIZATION			HISTORIC					PROJECTED				FORECAST										
			2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033
			91%	91%	91%	94%	99%	101%	103%	105%	107%	109%	110%	112%	113%	114%	114%	114%	114%	113%	112%	111%
Utilization Change (+/-)	FBC	9,426		0.0%	0.6%	2.9%	4.4%	2.0%	2.1%	2.4%	2.1%	1.7%	1.6%	1.5%	1.1%	0.5%	0.7%	-0.3%	-0.4%	-0.6%	-1.1%	-1.0%

TOWN OF HALTON HILLS

ENROLMENT PROJECTIONS

ELEMENTARY PANEL			HISTORIC					PROJECTED				FORECAST										
HALTON HILLS	CODE	FBC	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033
CHRIST THE KING																						
Holy Cross CES	HLYC	455	448	427	475	477	448	448	436	460	447	448	450	445	418	406	418	415	412	410	408	407
St. Brigid CES	BRID	573	669	672	884	902	914	879	865	818	961	1,110	1,311	1,518	1,713	1,829	1,952	2,074	2,197	2,123	2,021	1,919
St. Catherine of Alexandria CES	ALEX	622	828	862	679	677	674	717	781	828	868	913	903	905	885	874	867	857	843	836	829	825
St. Francis of Assisi CES	FRAN	363	373	360	356	354	364	396	420	451	502	513	510	508	502	488	475	474	471	467	463	461
St. Joseph (A) CES	JOSA	409	443	408	392	350	331	323	327	323	316	316	311	310	314	312	307	306	304	303	303	303
Total Enrolment	FBC	2,422	2,761	2,729	2,786	2,760	2,731	2,763	2,829	2,880	3,094	3,300	3,485	3,686	3,832	3,909	4,019	4,126	4,227	4,139	4,024	3,915
Enrolment Change (+/-)				-32	57	-26	-29	32	66	51	214	206	185	201	146	77	110	107	101	-88	-115	-109
Overall Utilization			114%	113%	115%	114%	113%	114%	117%	119%	128%	136%	144%	152%	158%	161%	166%	170%	175%	171%	166%	162%

SECONDARY PANEL			HISTORIC					PROJECTED				FORECAST											
HALTON HILLS	CODE	FBC	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	
Christ the King CSS	KING	1,350	1,553	1,563	1,632	1,656	1,706	1,736	1,753	1,749	1,839	1,923	1,982	1,996	2,002	2,014	2,025	2,077	2,116	2,082	2,083	2,079	
Total Enrolment		FBC	1,350	1,553	1,563	1,632	1,656	1,706	1,736	1,753	1,749	1,839	1,923	1,982	1,996	2,002	2,014	2,025	2,077	2,116	2,082	2,083	2,079
Enrolment Change (+/-)					10	69	24	50	30	17	-4	90	84	59	14	6	12	11	52	39	-34	1	-4
Overall Utilization			115%	116%	121%	123%	126%	129%	130%	130%	136%	142%	147%	148%	148%	149%	150%	154%	157%	154%	154%	154%	

HALTON HILLS TOTAL ENROLMENT			HISTORIC					PROJECTED				FORECAST										
			2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033
			4,314	4,292	4,418	4,416	4,437	4,499	4,582	4,629	4,933	5,223	5,467	5,682	5,834	5,923	6,044	6,203	6,343	6,221	6,107	5,994
Enrolment Change (+/-)	FBC	3,772		-22	126	-2	21	62	83	47	304	290	244	215	152	89	121	159	140	-122	-114	-113
Overall Utilization			114%	114%	117%	117%	118%	119%	121%	123%	131%	138%	145%	151%	155%	157%	160%	164%	168%	165%	162%	159%

UTILIZATION PROJECTIONS & CHANGES

ELEMENTARY PANEL			HISTORIC					PROJECTED				FORECAST										
HALTON HILLS	CODE	FBC	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033
CHRIST THE KING																						
Holy Cross CES	HLYC	455	98%	94%	104%	105%	98%	98%	96%	101%	98%	98%	99%	98%	92%	89%	92%	91%	91%	90%	90%	89%
St. Brigid CES	BRID	573	117%	117%	154%	157%	160%	153%	151%	143%	168%	194%	229%	265%	299%	319%	341%	362%	383%	371%	353%	335%
St. Catherine of Alexandria CES	ALEX	622	133%	139%	109%	109%	108%	115%	126%	133%	140%	147%	145%	145%	142%	141%	139%	138%	136%	134%	133%	133%
St. Francis of Assisi CES	FRAN	363	103%	99%	98%	98%	100%	109%	116%	124%	138%	141%	140%	140%	138%	134%	131%	131%	130%	129%	128%	127%
St. Joseph (A) CES	JOSA	409	108%	100%	96%	86%	81%	79%	80%	79%	77%	77%	76%	76%	77%	76%	75%	75%	74%	74%	74%	74%
Utilization	FBC	2,422	114%	113%	115%	114%	113%	114%	117%	119%	128%	136%	144%	152%	158%	161%	166%	170%	175%	171%	166%	162%
Utilization Change (+/-)				-1.3%	2.4%	-1.1%	-1.2%	1.3%	2.7%	2.1%	8.8%	8.5%	7.6%	8.3%	6.0%	3.2%	4.5%	4.4%	4.2%	-3.6%	-4.7%	-4.5%

SECONDARY PANEL			HISTORIC					PROJECTED				FORECAST										
HALTON HILLS	CODE	FBC	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033
Christ the King CSS	KING	1,350	115%	116%	121%	123%	126%	129%	130%	130%	136%	142%	147%	148%	148%	149%	150%	154%	157%	154%	154%	154%
Utilization	FBC	1,350	115%	116%	121%	123%	126%	129%	130%	130%	136%	142%	147%	148%	148%	149%	150%	154%	157%	154%	154%	154%
Utilization Change (+/-)				0.7%	5.1%	1.8%	3.7%	2.2%	1.3%	-0.3%	6.7%	6.2%	4.4%	1.0%	0.4%	0.9%	0.8%	3.9%	2.9%	-2.5%	0.1%	-0.3%

HALTON HILLS UTILIZATION			HISTORIC					PROJECTED				FORECAST										
			2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033
			114%	114%	117%	117%	118%	119%	121%	123%	131%	138%	145%	151%	155%	157%	160%	164%	168%	165%	162%	159%
Utilization Change (+/-)	FBC	3,772		-0.6%	3.3%	-0.1%	0.6%	1.6%	2.2%	1.2%	8.1%	7.7%	6.5%	5.7%	4.0%	2.4%	3.2%	4.2%	3.7%	-3.2%	-3.0%	-3.0%

TOWN OF MILTON

ENROLMENT PROJECTIONS

ELEMENTARY PANEL			HISTORIC					PROJECTED				FORECAST										
MILTON	CODE	FBC	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033
BISHOP P. F. REDING																						
Holy Rosary (M) CES	HLRM	536	341	362	410	438	484	497	518	585	642	678	726	738	756	797	827	854	855	847	839	831
Our Lady of Victory CES	OLVM	291	221	244	255	281	276	285	303	323	335	342	350	350	352	359	367	366	366	365	365	365
St. Anthony of Padua CES	ANTH	723	859	966	967	1,004	982	1,001	997	974	957	944	930	916	918	909	920	918	909	913	909	908
St. Peter CES	PETE	619	779	736	733	702	705	725	721	693	664	665	648	658	655	672	672	663	659	656	654	652
Total Enrolment	FBC	2,169	2,200	2,308	2,365	2,425	2,447	2,508	2,539	2,575	2,598	2,629	2,654	2,662	2,681	2,737	2,786	2,801	2,789	2,781	2,767	2,756
Enrolment Change (+/-)				108	57	60	22	61	31	36	23	31	25	8	19	56	49	15	-12	-8	-14	-11
Overall Utilization			101%	106%	109%	112%	113%	116%	117%	119%	120%	121%	122%	123%	124%	126%	128%	129%	129%	128%	128%	127%
JEAN VANIER																						
Guardian Angels CES	GRDA	723	905	937	940	948	963	934	917	884	851	824	804	772	749	738	733	729	725	723	721	720
Lumen Christi CES	LUCM	648	539	547	581	617	671	721	746	773	801	790	773	774	763	744	737	732	720	721	718	716
Our Lady of Fatima CES	OLFA	648	862	856	799	752	742	777	783	777	777	749	716	686	674	667	665	662	658	655	653	650
Queen of Heaven CES	QUEN	671	650	761	836	897	936	940	961	960	958	956	942	922	901	876	861	853	846	838	831	827
St. Benedict CES	BENE	671	383	547	746	1,002	1,006	1,003	986	961	933	912	893	866	838	847	845	843	839	836	833	832
St. Scholastica CES	SCHO	671	0	0	0	0	231	365	526	849	1,244	1,744	2,298	2,834	3,386	3,899	4,435	4,942	5,428	5,812	6,191	6,498
Total Enrolment	FBC	4,032	3,339	3,648	3,902	4,216	4,549	4,740	4,919	5,204	5,564	5,975	6,426	6,854	7,311	7,771	8,276	8,761	9,216	9,585	9,947	10,243
Enrolment Change (+/-)				309	254	314	333	191	179	285	360	411	451	428	457	460	505	485	455	369	362	296
Overall Utilization			99%	109%	116%	125%	113%	118%	122%	129%	138%	148%	159%	170%	181%	193%	205%	217%	229%	238%	247%	254%

MILTON ELEMENTARY SCHOOL TOTAL ENROLMENT																						
Total Enrolment:	FBC	6,201	5,539	5,956	6,267	6,641	6,996	7,248	7,458	7,779	8,162	8,604	9,080	9,516	9,992	10,508	11,062	11,562	12,005	12,366	12,714	12,999
Enrolment Change (+/-)				417	311	374	355	252	210	321	383	442	476	436	476	516	554	500	443	361	348	285
Overall Utilization			100%	108%	113%	120%	113%	117%	120%	125%	132%	139%	146%	153%	161%	169%	178%	186%	194%	199%	205%	210%

SECONDARY PANEL			HISTORIC					PROJECTED				FORECAST										
MILTON	CODE	FBC	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033
Bishop P. F. Reding CSS	BHRD	912	1,267	1,373	1,470	1,646	1,867	1,990	2,136	2,203	2,244	2,305	2,344	2,360	2,365	2,323	2,266	2,235	2,218	2,225	2,244	2,243
Jean Vanier CSS	JEAN	1,437	891	1,099	1,324	1,595	1,960	2,228	2,480	2,801	2,960	3,149	3,321	3,441	3,619	3,782	3,928	4,045	4,165	4,232	4,316	4,416
Total Enrolment	FBC	2,349	2,158	2,472	2,794	3,241	3,827	4,218	4,616	5,004	5,204	5,454	5,665	5,801	5,984	6,105	6,194	6,280	6,383	6,457	6,560	6,659
Enrolment Change (+/-)				314	322	447	586	391	398	388	200	250	211	136	183	121	89	86	103	74	103	99
Overall Utilization			92%	105%	119%	138%	163%	180%	197%	213%	222%	232%	241%	247%	255%	260%	264%	267%	272%	275%	279%	283%

MILTON TOTAL ENROLMENT			HISTORIC					PROJECTED				FORECAST										
			2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033
			7,697	8,428	9,061	9,882	10,823	11,466	12,074	12,783	13,366	14,058	14,745	15,317	15,976	16,613	17,256	17,842	18,388	18,823	19,274	19,658
Enrolment Change (+/-)	FBC	8,550		731	633	821	941	643	608	709	583	692	687	572	659	637	643	586	546	435	451	384
Overall Utilization			98%	107%	115%	125%	127%	134%	141%	150%	156%	164%	172%	179%	187%	194%	202%	209%	215%	220%	225%	230%

TOWN OF MILTON

UTILIZATION PROJECTIONS & CHANGES

ELEMENTARY PANEL			HISTORIC					PROJECTED				FORECAST										
MILTON	CODE	FBC	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033
BISHOP P. F. REDING																						
Holy Rosary (M) CES	HLRM	536	64%	68%	76%	82%	90%	93%	97%	109%	120%	126%	135%	138%	141%	149%	154%	159%	160%	158%	157%	155%
Our Lady of Victory CES	OLVM	291	76%	84%	88%	97%	95%	98%	104%	111%	115%	118%	120%	120%	121%	123%	126%	126%	126%	125%	125%	125%
St. Anthony of Padua CES	ANTH	723	119%	134%	134%	139%	136%	138%	138%	135%	132%	131%	129%	127%	127%	126%	127%	127%	126%	126%	126%	126%
St. Peter CES	PETE	619	126%	119%	118%	113%	114%	117%	116%	112%	107%	107%	105%	106%	106%	109%	109%	107%	106%	106%	106%	105%
Utilization	FBC	2,169	101%	106%	109%	112%	113%	116%	117%	119%	120%	121%	122%	123%	124%	126%	128%	129%	129%	128%	128%	127%
Utilization Change (+/-)				5.0%	2.6%	2.8%	1.0%	2.8%	1.4%	1.7%	1.1%	1.4%	1.2%	0.4%	0.9%	2.6%	2.3%	0.7%	-0.6%	-0.4%	-0.6%	-0.5%
JEAN VANIER																						
Guardian Angels CES	GRDA	723	125%	130%	130%	131%	133%	129%	127%	122%	118%	114%	111%	107%	104%	102%	101%	101%	100%	100%	100%	100%
Lumen Christi CES	LUCM	648	83%	84%	90%	95%	104%	111%	115%	119%	124%	122%	119%	119%	118%	115%	114%	113%	111%	111%	111%	110%
Our Lady of Fatima CES	OLFA	648	133%	132%	123%	116%	115%	120%	121%	120%	120%	116%	110%	106%	104%	103%	103%	102%	102%	101%	101%	100%
Queen of Heaven CES	QUEN	671	97%	113%	125%	134%	139%	140%	143%	143%	143%	142%	140%	137%	134%	131%	128%	127%	126%	125%	124%	123%
St. Benedict CES	BENE	671	57%	82%	111%	149%	150%	149%	147%	143%	139%	136%	133%	129%	125%	126%	126%	126%	125%	125%	124%	124%
St. Scholastica CES	SCHO	671	0%	0%	0%	0%	34%	54%	78%	127%	185%	260%	342%	422%	505%	581%	661%	737%	809%	866%	923%	968%
Utilization	FBC	4,032	99%	109%	116%	125%	113%	118%	122%	129%	138%	148%	159%	170%	181%	193%	205%	217%	229%	238%	247%	254%
Utilization Change (+/-)				9.2%	7.6%	9.3%	-12.6%	4.7%	4.4%	7.1%	8.9%	10.2%	11.2%	10.6%	11.3%	11.4%	12.5%	12.0%	11.3%	9.2%	9.0%	7.3%

MILTON ELEMENTARY SCHOOL UTILIZATION																						
Utilization	FBC	6,201	100%	108%	113%	120%	113%	117%	120%	125%	132%	139%	146%	153%	161%	169%	178%	186%	194%	199%	205%	210%
Enrolment Change (+/-)				7.5%	5.6%	6.8%	-7.3%	4.1%	3.4%	5.2%	6.2%	7.1%	7.7%	7.0%	7.7%	8.3%	8.9%	8.1%	7.1%	5.8%	5.6%	4.6%

SECONDARY PANEL			HISTORIC					PROJECTED				FORECAST											
MILTON	CODE	FBC	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	
Bishop P. F. Reding CSS	BHRD	912	139%	151%	161%	180%	205%	218%	234%	242%	246%	253%	257%	259%	259%	255%	248%	245%	243%	244%	246%	246%	
Jean Vanier CSS	JEAN	1,437	62%	76%	92%	111%	136%	155%	173%	195%	206%	219%	231%	239%	252%	263%	273%	281%	290%	295%	300%	307%	
Utilization	FBC	2,349	92%	105%	119%	138%	163%	180%	197%	213%	222%	232%	241%	247%	255%	260%	264%	267%	272%	275%	279%	283%	
Utilization Change (+/-)				13.4%	13.7%	19.0%	24.9%	16.6%	16.9%	16.5%	8.5%	10.6%	9.0%	5.8%	7.8%	5.2%	3.8%	3.7%	4.4%	3.2%	4.4%	4.2%	

MILTON UTILIZATION			HISTORIC					PROJECTED				FORECAST										
			2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033
			98%	107%	115%	125%	127%	134%	141%	150%	156%	164%	172%	179%	187%	194%	202%	209%	215%	220%	225%	230%
Utilization Change (+/-)	FBC	8,550		9.3%	8.0%	10.4%	1.2%	7.5%	7.1%	8.3%	6.8%	8.1%	8.0%	6.7%	7.7%	7.5%	7.5%	6.9%	6.4%	5.1%	5.3%	4.5%

TOWN OF OAKVILLE

ENROLMENT PROJECTIONS

ELEMENTARY PANEL			HISTORIC					PROJECTED				FORECAST										
OAKVILLE	CODE	FBC	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033
HOLY TRINITY																						
Holy Family CES	HLFY	314	237	220	213	200	201	199	197	194	188	177	177	180	176	179	183	184	185	185	185	185
Our Lady of Peace CES	OLPO	478	445	422	398	371	420	423	441	460	481	468	460	461	454	457	459	461	462	462	462	462
St. Andrew CES	ANDR	573	793	776	777	751	755	737	750	751	728	713	696	687	671	676	682	680	678	676	675	675
St. John (O) CES	JOHO	0	189	163	146	145	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
St. Marguerite d'Youville CES	MARG	504	592	581	537	475	470	427	414	382	360	343	318	304	293	295	296	296	296	296	296	296
St. Michael CES	MICH	268	207	215	208	194	289	292	303	314	320	323	325	327	331	335	334	336	335	335	334	334
Total Enrolment	FBC	2,137	2,463	2,377	2,279	2,136	2,135	2,078	2,105	2,101	2,077	2,024	1,976	1,959	1,925	1,942	1,954	1,957	1,956	1,954	1,952	1,952
Enrolment Change (+/-)				-86	-98	-143	-1	-57	27	-4	-24	-53	-48	-17	-34	17	12	3	-1	-2	-2	0
Overall Utilization			101%	98%	94%	88%	100%	97%	99%	98%	97%	95%	92%	92%	90%	91%	91%	92%	92%	91%	91%	91%
ST. IGNATIUS OF LOYOLA																						
St. Bernadette CES	BERN	504	543	579	573	575	526	515	489	486	480	474	454	462	457	451	454	453	452	452	451	451
St. Gregory the Great CES	GREG	671	0	0	188	294	409	541	689	863	1,057	1,271	1,453	1,671	1,823	1,986	2,134	2,295	2,436	2,561	2,634	2,660
St. Joan of Arc CES	JOFA	547	566	512	492	484	456	460	441	451	453	433	409	390	388	378	373	371	369	366	366	366
St. John Paul II CES	POPE	570	797	759	718	644	620	571	524	463	421	391	358	347	342	343	341	341	341	341	341	341
St. Mary CES	MARY	599	612	700	636	690	742	777	834	840	838	837	841	841	863	860	856	851	841	825	814	807
St. Matthew CES	MATT	363	437	425	465	481	506	469	445	428	398	395	398	401	403	401	398	395	392	391	390	389
St. Teresa of Calcutta CES	MOTH	533	533	498	427	396	365	340	318	298	292	278	268	271	272	265	270	271	273	272	272	272
Total Enrolment	FBC	3,787	3,488	3,473	3,499	3,564	3,624	3,673	3,740	3,829	3,939	4,079	4,181	4,383	4,548	4,684	4,826	4,977	5,104	5,208	5,268	5,286
Enrolment Change (+/-)				-15	26	65	60	49	67	89	110	140	102	202	165	136	142	151	127	104	60	18
Overall Utilization			112%	111%	92%	94%	96%	97%	99%	101%	104%	108%	110%	116%	120%	124%	127%	131%	135%	138%	139%	140%
ST. THOMAS AQUINAS																						
St. Dominic CES	DOMI	527	611	622	625	622	655	668	671	672	681	669	659	639	640	638	627	622	614	613	612	610
St. James CES	STJA	0	235	210	208	210	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
St. Joseph (O) CES	JOSO	0	393	382	379	376	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
St. Luke CES	LUKE	360	263	269	251	239	219	206	200	189	182	177	176	174	171	171	180	183	184	185	185	185
St. Nicholas CES	NICH	527	0	0	0	0	531	544	564	588	599	621	632	647	662	664	672	671	672	666	661	659
St. Vincent CES	VINC	268	306	280	283	251	223	211	203	182	169	168	164	164	162	163	170	171	171	170	168	167
Total Enrolment	FBC	1,682	1,808	1,763	1,746	1,698	1,628	1,629	1,638	1,631	1,631	1,635	1,631	1,624	1,635	1,636	1,649	1,647	1,641	1,634	1,626	1,621
Enrolment Change (+/-)				-45	-17	-48	-70	1	9	-7	0	4	-4	-7	11	1	13	-2	-6	-7	-8	-5
Overall Utilization			96%	94%	93%	90%	97%	97%	97%	97%	97%	97%	97%	97%	97%	97%	98%	98%	98%	97%	97%	96%

OAKVILLE ELEMENTARY SCHOOL TOTAL ENROLMENT																						
Total Enrolment:	FBC	7,606	7,759	7,613	7,524	7,398	7,387	7,380	7,483	7,561	7,647	7,738	7,788	7,966	8,108	8,262	8,429	8,581	8,701	8,796	8,846	8,859
Enrolment Change (+/-)				-146	-89	-126	-11	-7	103	78	86	91	50	178	142	154	167	152	120	95	50	13
Overall Utilization			105%	103%	93%	91%	97%	97%	98%	99%	101%	102%	102%	105%	107%	109%	111%	113%	114%	116%	116%	116%

SECONDARY PANEL			HISTORIC					PROJECTED				FORECAST										
OAKVILLE	CODE	FBC	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033
Holy Trinity CSS	HLTY	1,245	1,252	1,195	1,168	1,239	1,296	1,372	1,393	1,397	1,421	1,437	1,505	1,527	1,538	1,524	1,507	1,520	1,515	1,550	1,582	1,611
St. Ignatius of Loyola CSS	LYLA	1,311	1,091	1,114	1,237	1,255	1,338	1,382	1,442	1,471	1,519	1,551	1,575	1,545	1,499	1,474	1,430	1,435	1,452	1,454	1,462	1,460
St. Thomas Aquinas CSS	AQUI	1,245	1,160	1,335	1,257	1,324	1,257	1,206	1,188	1,171	1,162	1,174	1,198	1,211	1,205	1,212	1,206	1,195	1,199	1,194	1,196	1,195
Total Enrolment	FBC	3,801	3,503	3,644	3,662	3,818	3,891	3,960	4,023	4,039	4,102	4,162	4,278	4,283	4,242	4,210	4,143	4,150	4,166	4,198	4,240	4,266
Enrolment Change (+/-)				141	18	156	73	69	63	16	63	60	116	5	-41	-32	-67	7	16	32	42	26
Overall Utilization			92%	96%	96%	100%	102%	104%	106%	106%	108%	109%	113%	113%	112%	111%	109%	109%	110%	110%	112%	112%

OAKVILLE TOTAL ENROLMENT			HISTORIC					PROJECTED				FORECAST										
			2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033
Enrolment Change (+/-)	FBC	11,407	11,262	11,257	11,186	11,216	11,278	11,340	11,506	11,600	11,749	11,900	12,066	12,249	12,350	12,472	12,572	12,731	12,867	12,994	13,086	13,125
Overall Utilization			100%	100%	94%	94%	99%	99%	101%	102%	103%	104%	106%	107%	108%	109%	110%	112%	113%	114%	115%	115%

TOWN OF OAKVILLE

UTILIZATION PROJECTIONS & CHANGES

ELEMENTARY PANEL			HISTORIC					PROJECTED				FORECAST										
OAKVILLE	CODE	FBC	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033
HOLY TRINITY																						
Holy Family CES	HLFY	314	75%	70%	68%	64%	64%	63%	63%	62%	60%	56%	56%	57%	56%	57%	58%	59%	59%	59%	59%	59%
Our Lady of Peace CES	OLPO	478	93%	88%	83%	78%	88%	88%	92%	96%	101%	98%	96%	96%	95%	96%	96%	96%	97%	97%	97%	97%
St. Andrew CES	ANDR	573	138%	135%	136%	131%	132%	129%	131%	131%	127%	124%	121%	120%	117%	118%	119%	119%	118%	118%	118%	118%
St. John (O) CES	JOHO	0	65%	56%	50%	50%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%
St. Marguerite d'Youville CES	MARG	504	117%	115%	107%	94%	93%	85%	82%	76%	71%	68%	63%	60%	58%	59%	59%	59%	59%	59%	59%	59%
St. Michael CES	MICH	268	77%	80%	78%	72%	108%	109%	113%	117%	119%	121%	121%	122%	124%	125%	125%	125%	125%	125%	125%	125%
Utilization	FBC	2,137	101%	98%	94%	88%	100%	97%	99%	98%	97%	95%	92%	92%	90%	91%	91%	92%	92%	91%	91%	91%
Utilization Change (+/-)				-3.5%	-4.0%	-5.9%	11.9%	-2.7%	1.3%	-0.2%	-1.1%	-2.5%	-2.2%	-0.8%	-1.6%	0.8%	0.6%	0.1%	0.0%	-0.1%	-0.1%	0.0%
ST. IGNATIUS OF LOYOLA																						
St. Bernadette CES	BERN	504	108%	115%	114%	114%	104%	102%	97%	96%	95%	94%	90%	92%	91%	89%	90%	90%	90%	90%	89%	89%
St. Gregory the Great CES	GREG	671	0%	0%	28%	44%	61%	81%	103%	129%	158%	189%	217%	249%	272%	296%	318%	342%	363%	382%	393%	396%
St. Joan of Arc CES	JOFA	547	103%	94%	90%	88%	83%	84%	81%	82%	83%	79%	75%	71%	71%	69%	68%	68%	67%	67%	67%	67%
St. John Paul II CES	POPE	570	140%	133%	126%	113%	109%	100%	92%	81%	74%	69%	63%	61%	60%	60%	60%	60%	60%	60%	60%	60%
St. Mary CES	MARY	599	102%	117%	106%	115%	124%	130%	139%	140%	140%	140%	140%	140%	144%	144%	143%	142%	140%	138%	136%	135%
St. Matthew CES	MATT	363	120%	117%	128%	133%	139%	129%	123%	118%	110%	109%	110%	110%	111%	110%	110%	109%	108%	108%	107%	107%
St. Teresa of Calcutta CES	MOTH	533	100%	93%	80%	74%	68%	64%	60%	56%	55%	52%	50%	51%	51%	50%	51%	51%	51%	51%	51%	51%
Utilization	FBC	3,787	112%	111%	92%	94%	96%	97%	99%	101%	104%	108%	110%	116%	120%	124%	127%	131%	135%	138%	139%	140%
Utilization Change (+/-)				-0.5%	-19.1%	1.7%	1.6%	1.3%	1.8%	2.4%	2.9%	3.7%	2.7%	5.3%	4.4%	3.6%	3.7%	4.0%	3.4%	2.7%	1.6%	0.5%
ST. THOMAS AQUINAS																						
St. Dominic CES	DOMI	527	116%	118%	119%	118%	124%	127%	127%	128%	129%	127%	125%	121%	121%	121%	119%	118%	117%	116%	116%	116%
St. James CES	STJA	0	52%	46%	46%	46%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%
St. Joseph (O) CES	JOSO	0	147%	143%	141%	140%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%
St. Luke CES	LUKE	360	73%	75%	70%	66%	61%	57%	56%	53%	51%	49%	49%	48%	48%	48%	50%	51%	51%	51%	51%	51%
St. Nicholas CES	NICH	527	0%	0%	0%	0%	101%	103%	107%	112%	114%	118%	120%	123%	126%	126%	128%	127%	128%	126%	125%	125%
St. Vincent CES	VINC	268	114%	104%	106%	94%	83%	79%	76%	68%	63%	63%	61%	61%	60%	61%	63%	64%	64%	63%	63%	62%
Utilization	FBC	1,682	96%	94%	93%	90%	97%	97%	97%	97%	97%	97%	97%	97%	97%	97%	98%	98%	98%	97%	97%	96%
Utilization Change (+/-)				-2.4%	-0.9%	-2.6%	6.4%	0.1%	0.5%	-0.4%	0.0%	0.2%	-0.2%	-0.4%	0.7%	0.1%	0.8%	-0.1%	-0.4%	-0.4%	-0.5%	-0.3%

OAKVILLE ELEMENTARY SCHOOL UTILIZATION																						
Utilization	FBC	7,606	105%	103%	93%	91%	97%	97%	98%	99%	101%	102%	102%	105%	107%	109%	111%	113%	114%	116%	116%	116%
Enrolment Change (+/-)				-2.0%	-9.6%	-1.6%	5.7%	-0.1%	1.4%	1.0%	1.1%	1.2%	0.7%	2.3%	1.9%	2.0%	2.2%	2.0%	1.6%	1.2%	0.7%	0.2%

SECONDARY PANEL			HISTORIC					PROJECTED				FORECAST										
OAKVILLE	CODE	FBC	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033
Holy Trinity CSS	HLYT	1,245	101%	96%	94%	100%	104%	110%	112%	112%	114%	115%	121%	123%	124%	122%	121%	122%	122%	124%	127%	129%
St. Ignatius of Loyola CSS	LYLA	1,311	83%	85%	94%	96%	102%	105%	110%	112%	116%	118%	120%	118%	114%	112%	109%	109%	111%	111%	112%	111%
St. Thomas Aquinas CSS	AQUI	1,245	93%	107%	101%	106%	101%	97%	95%	94%	93%	94%	96%	97%	97%	97%	97%	96%	96%	96%	96%	96%
Utilization	OTG	3,801	92%	96%	96%	100%	102%	104%	106%	106%	108%	109%	113%	113%	112%	111%	109%	109%	110%	110%	112%	112%
Utilization Change (+/-)				3.7%	0.5%	4.1%	1.9%	1.8%	1.7%	0.4%	1.7%	1.6%	3.1%	0.1%	-1.1%	-0.8%	-1.8%	0.2%	0.4%	0.8%	1.1%	0.7%

OAKVILLE TOTAL UTILIZATION			HISTORIC					PROJECTED				FORECAST										
			2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033
			100%	100%	94%	94%	99%	99%	101%	102%	103%	104%	106%	107%	108%	109%	110%	112%	113%	114%	115%	115%
Utilization Change (+/-)	FBC	11,407		0.0%	-6.3%	0.3%	4.6%	0.5%	1.5%	0.8%	1.3%	1.3%	1.5%	1.6%	0.9%	1.1%	0.9%	1.4%	1.2%	1.1%	0.8%	0.3%

HCDSB ENROLMENT PROJECTIONS (2018-2032)

ENROLMENT PROJECTIONS

	HISTORIC					PROJECTED				FORECAST										
	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033
CITY OF BURLINGTON																				
Elementary Panel	5,659	5,652	5,729	5,878	6,098	6,249	6,407	6,579	6,722	6,820	6,940	6,934	6,946	6,932	6,862	6,810	6,766	6,716	6,679	6,643
ELE Enrol. Change (+/-)		-7	77	149	220	151	158	172	143	98	120	-6	12	-14	-70	-52	-44	-50	-37	-36
Secondary Panel	2,887	2,891	2,872	3,001	3,195	3,235	3,273	3,323	3,379	3,440	3,473	3,616	3,710	3,772	3,911	3,932	3,938	3,935	3,872	3,818
SEC Enrol. Change (+/-)		4	-19	129	194	40	38	50	56	61	33	143	94	62	139	21	6	-3	-63	-54
Total Enrolment	8,546	8,543	8,601	8,879	9,293	9,484	9,680	9,902	10,101	10,260	10,413	10,550	10,656	10,704	10,773	10,742	10,704	10,651	10,551	10,461
Enrolment Change (+/-)		-3	58	278	414	191	196	222	199	159	153	137	106	48	69	-31	-38	-53	-100	-90
TOWN OF HALTON HILLS																				
Elementary Panel	2,761	2,729	2,786	2,760	2,731	2,763	2,829	2,880	3,094	3,300	3,485	3,686	3,832	3,909	4,019	4,126	4,227	4,139	4,024	3,915
ELE Enrol. Change (+/-)		-32	57	-26	-29	32	66	51	214	206	185	201	146	77	110	107	101	-88	-115	-109
Secondary Panel	1,553	1,563	1,632	1,656	1,706	1,736	1,753	1,749	1,839	1,923	1,982	1,996	2,002	2,014	2,025	2,077	2,116	2,082	2,083	2,079
SEC Enrol. Change (+/-)		10	69	24	50	30	17	-4	90	84	59	14	6	12	11	52	39	-34	1	-4
Total Enrolment	4,314	4,292	4,418	4,416	4,437	4,499	4,582	4,629	4,933	5,223	5,467	5,682	5,834	5,923	6,044	6,203	6,343	6,221	6,107	5,994
Enrolment Change (+/-)		-22	126	-2	21	62	83	47	304	290	244	215	152	89	121	159	140	-122	-114	-113
TOWN OF MILTON																				
Elementary Panel	5,539	5,956	6,267	6,641	6,996	7,248	7,458	7,779	8,162	8,604	9,080	9,516	9,992	10,508	11,062	11,562	12,005	12,366	12,714	12,999
ELE Enrol. Change (+/-)		417	311	374	355	252	210	321	383	442	476	436	476	516	554	500	443	361	348	285
Secondary Panel	2,158	2,472	2,794	3,241	3,827	4,218	4,616	5,004	5,204	5,454	5,665	5,801	5,984	6,105	6,194	6,280	6,383	6,457	6,560	6,659
SEC Enrol. Change (+/-)		314	322	447	586	391	398	388	200	250	211	136	183	121	89	86	103	74	103	99
Total Enrolment	7,697	8,428	9,061	9,882	10,823	11,466	12,074	12,783	13,366	14,058	14,745	15,317	15,976	16,613	17,256	17,842	18,388	18,823	19,274	19,658
Enrolment Change (+/-)		731	633	821	941	643	608	709	583	692	687	572	659	637	643	586	546	435	451	384
TOWN OF OAKVILLE																				
Elementary Panel	7,759	7,613	7,524	7,398	7,387	7,380	7,483	7,561	7,647	7,738	7,788	7,966	8,108	8,262	8,429	8,581	8,701	8,796	8,846	8,859
ELE Enrol. Change (+/-)		-146	-89	-126	-11	-7	103	78	86	91	50	178	142	154	167	152	120	95	50	13
Secondary Panel	3,503	3,644	3,662	3,818	3,891	3,960	4,023	4,039	4,102	4,162	4,278	4,283	4,242	4,210	4,143	4,150	4,166	4,198	4,240	4,266
SEC Enrol. Change (+/-)		141	18	156	73	69	63	16	63	60	116	5	-41	-32	-67	7	16	32	42	26
Total Enrolment	11,262	11,257	11,186	11,216	11,278	11,340	11,506	11,600	11,749	11,900	12,066	12,249	12,350	12,472	12,572	12,731	12,867	12,994	13,086	13,125
Enrolment Change (+/-)		-5	-71	30	62	62	166	94	149	151	166	183	101	122	100	159	136	127	92	39
BOARD TOTALS																				
Elementary Panel	21,718	21,950	22,306	22,677	23,212	23,640	24,177	24,799	25,625	26,462	27,293	28,102	28,878	29,611	30,372	31,079	31,699	32,017	32,263	32,416
ELE Enrol. Change (+/-)		232	356	371	535	428	537	622	826	837	831	809	776	733	761	707	620	318	246	153
Secondary Panel	10,101	10,570	10,960	11,716	12,619	13,149	13,665	14,115	14,524	14,979	15,398	15,696	15,938	16,101	16,273	16,439	16,603	16,672	16,755	16,822
SEC Enrol. Change (+/-)		469	390	756	903	530	516	450	409	455	419	298	242	163	172	166	164	69	83	67
Total Enrolment	31,819	32,520	33,266	34,393	35,831	36,789	37,842	38,914	40,149	41,441	42,691	43,798	44,816	45,712	46,645	47,518	48,302	48,689	49,018	49,238
Enrolment Change (+/-)		701	746	1,127	1,438	958	1,053	1,072	1,235	1,292	1,250	1,107	1,018	896	933	873	784	387	329	220

CITY OF BURLINGTON

Figure 1 illustrates the Burlington’s total enrolment trends by panel for the period of 2014-2022.

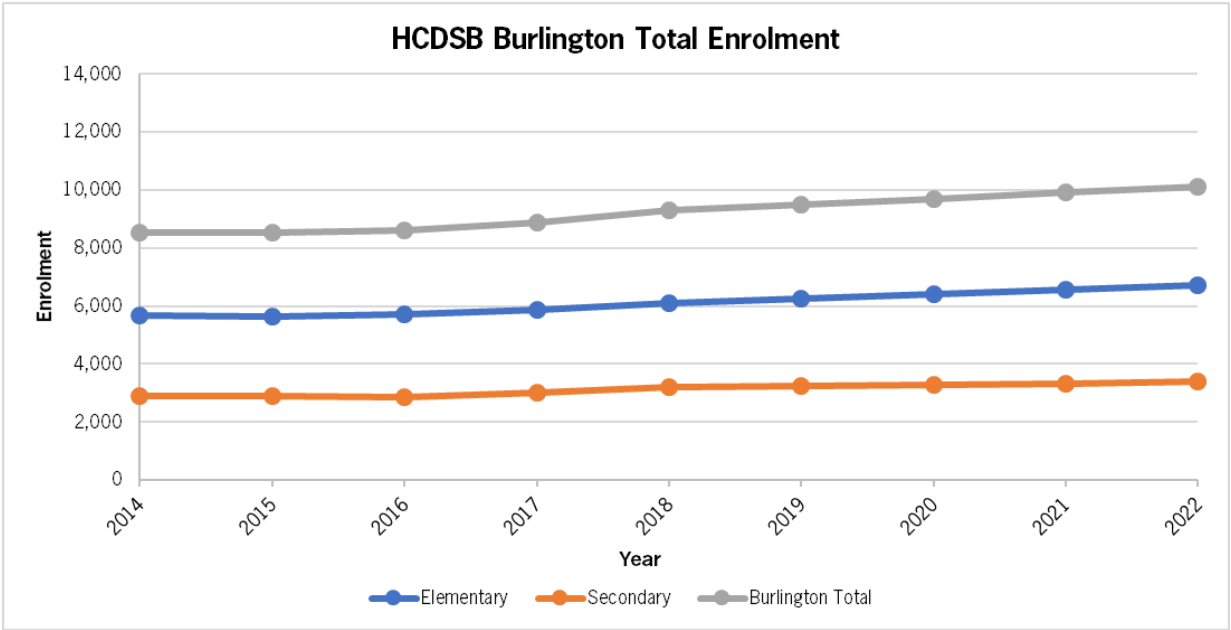
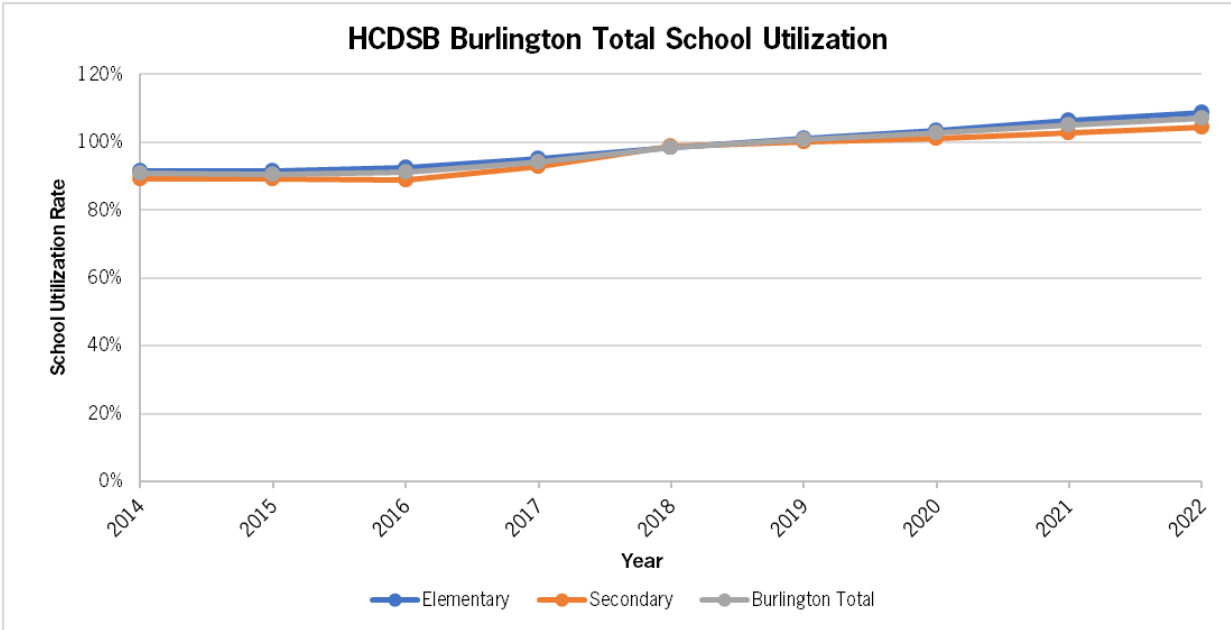


Figure 2 illustrates the Burlington’s total utilization rates by panel for the period of 2014-2022.



TOWN OF HALTON HILLS

Figure 3 illustrates the Halton Hills' total enrolment trends by panel for the period of 2014-2022.

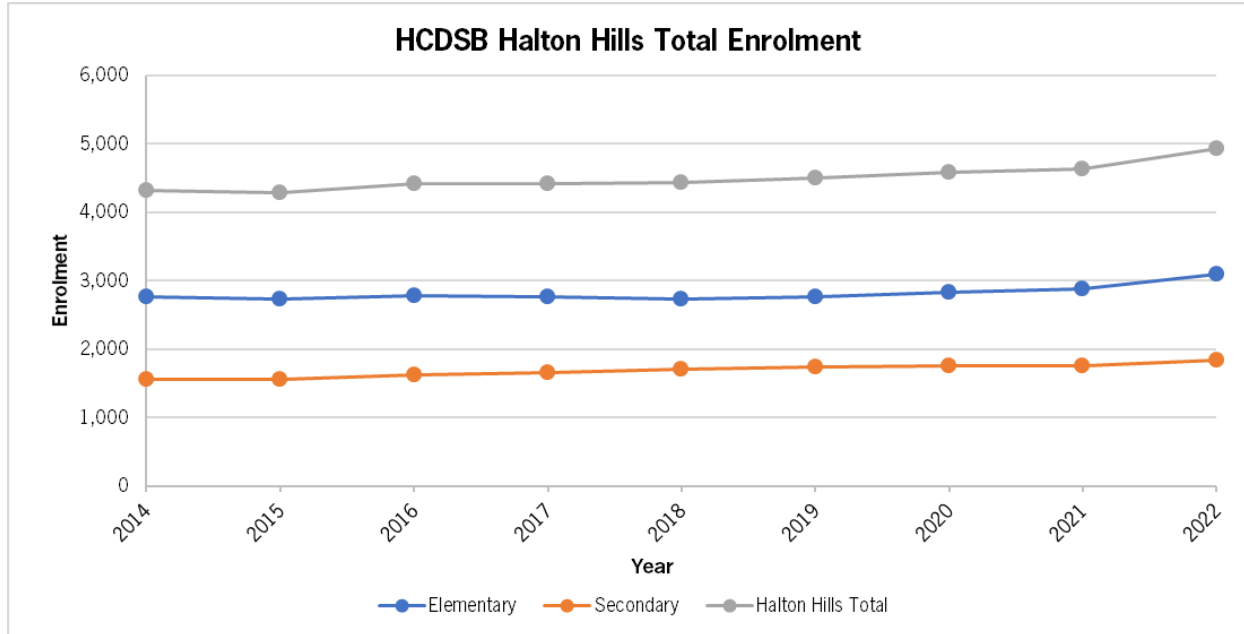
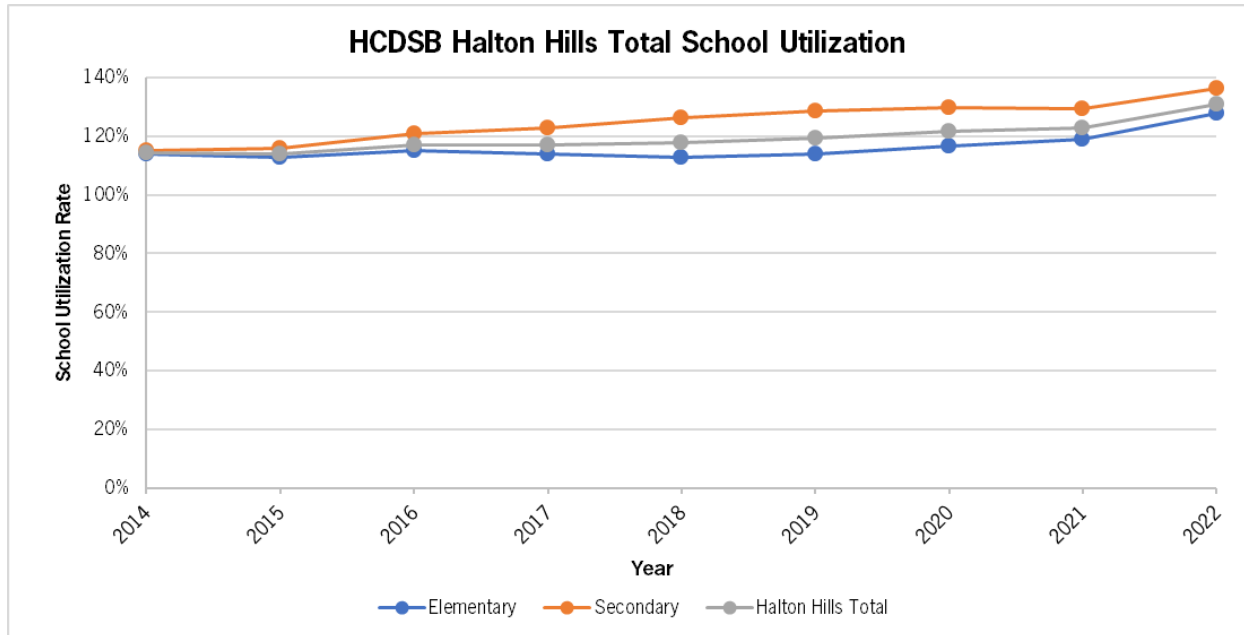


Figure 4 illustrates the Halton Hills' total utilization rates by panel for the period of 2014-2022.



TOWN OF MILTON

Figure 5 illustrates the Milton's total enrolment trends by panel for the period of 2014-2022.

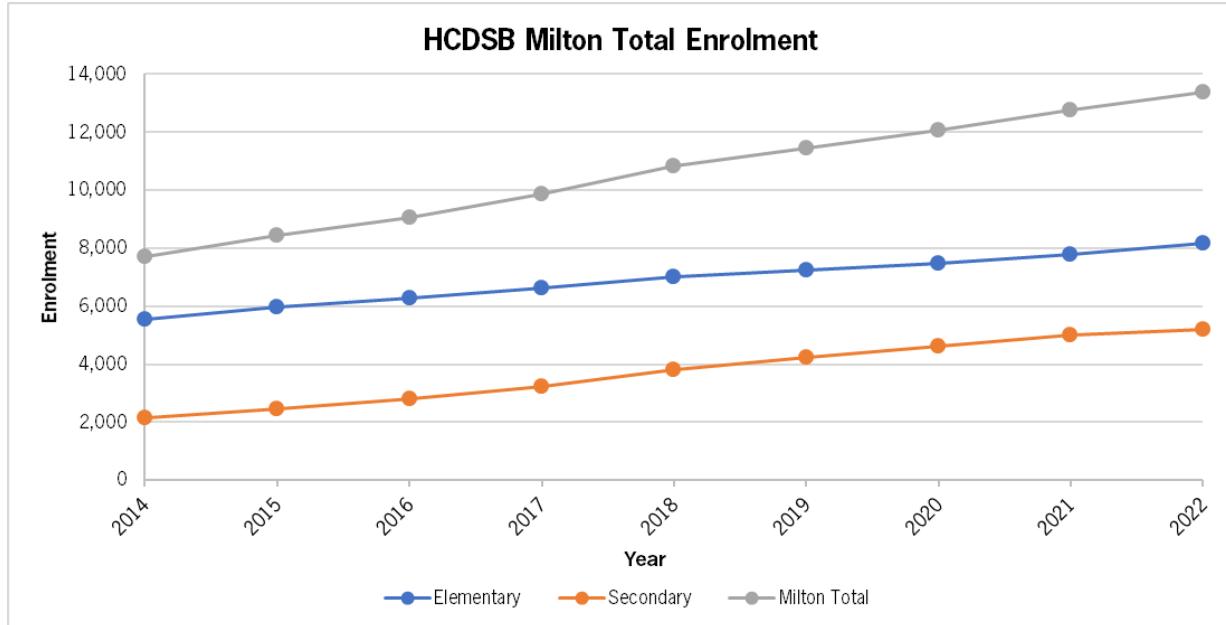
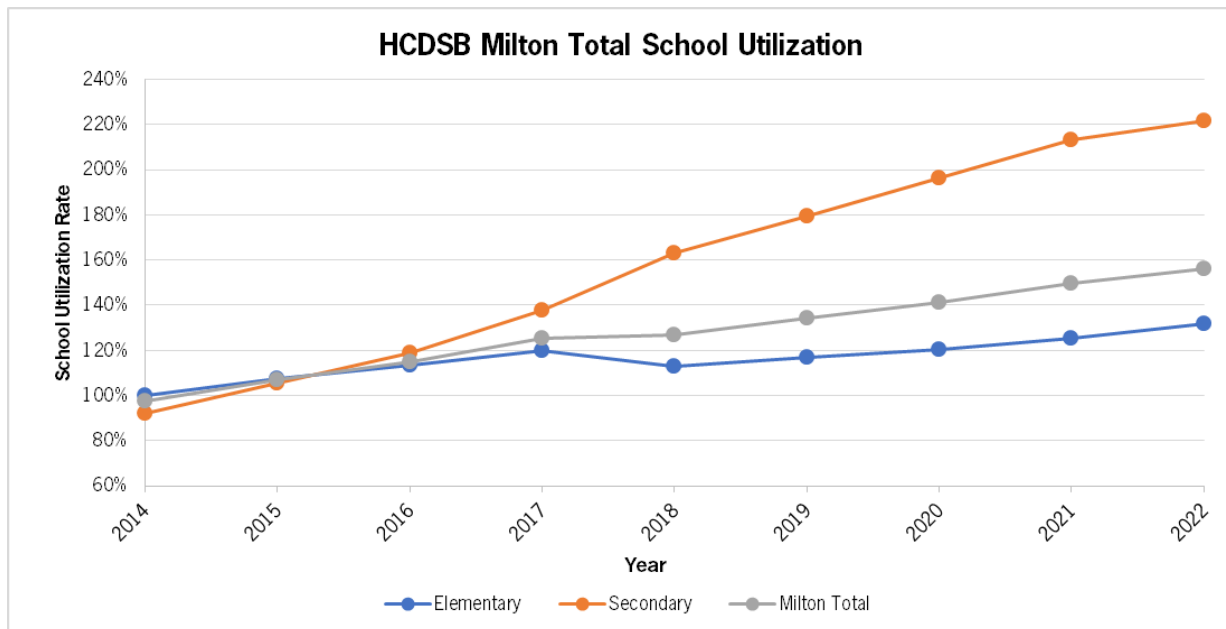


Figure 6 illustrates the Milton's total utilization rates by panel for the period of 2014-2022.



TOWN OF OAKVILLE

Figure 7 illustrates the Oakville's total enrolment trends by panel for the period of 2014-2022.

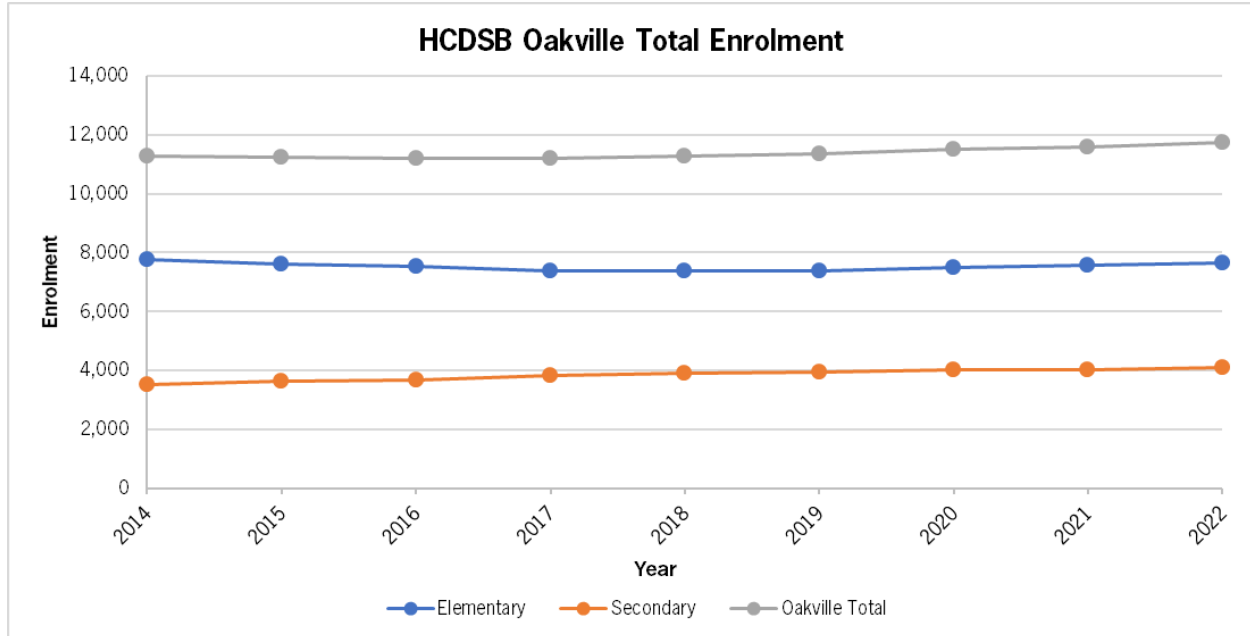
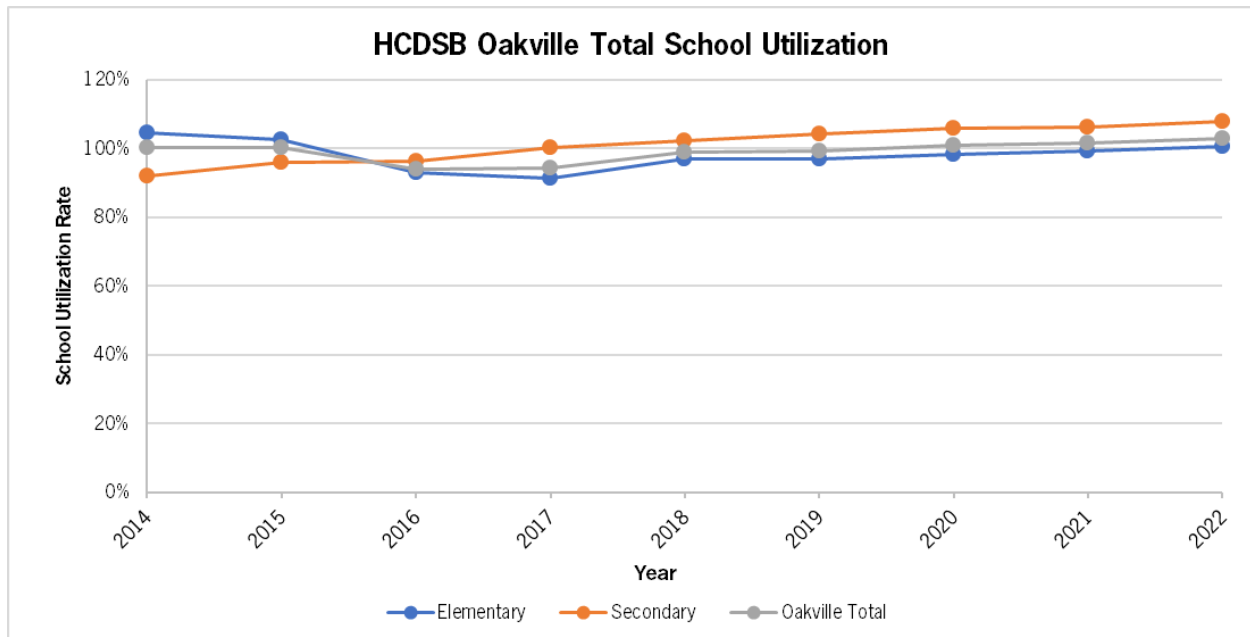


Figure 8 illustrates the Oakville's total utilization rates by panel for the period of 2014-2022.



BOARD TOTAL

Figure 9 illustrates the Board's total enrolment trends by panel for the period of 2014-2022.

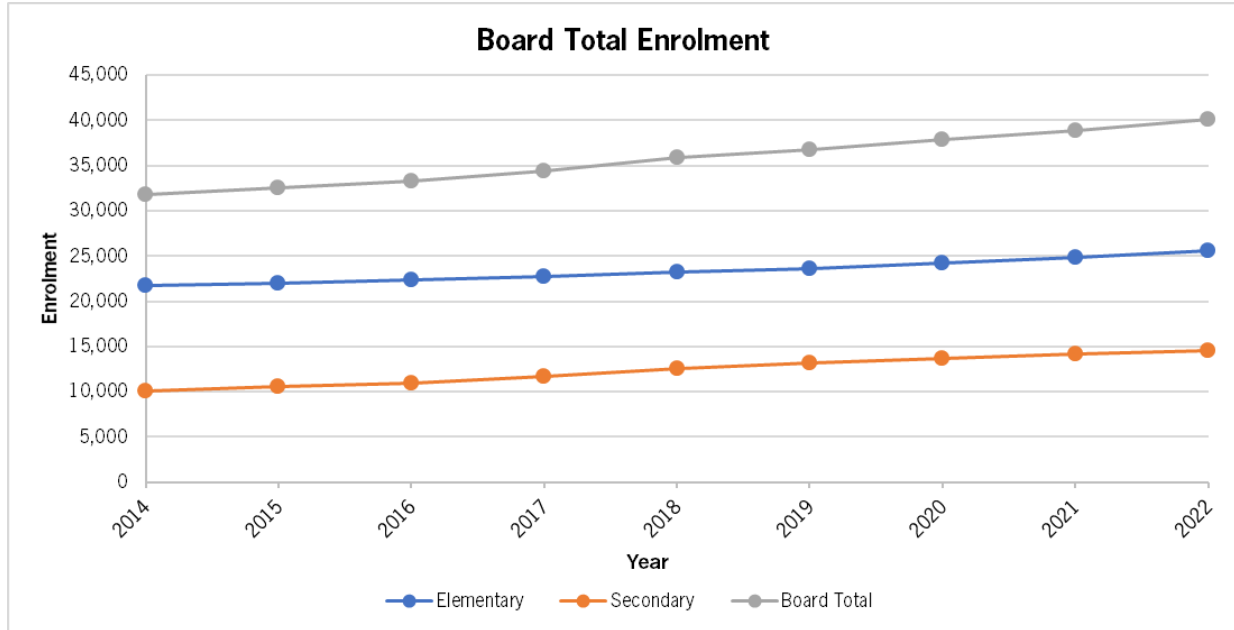
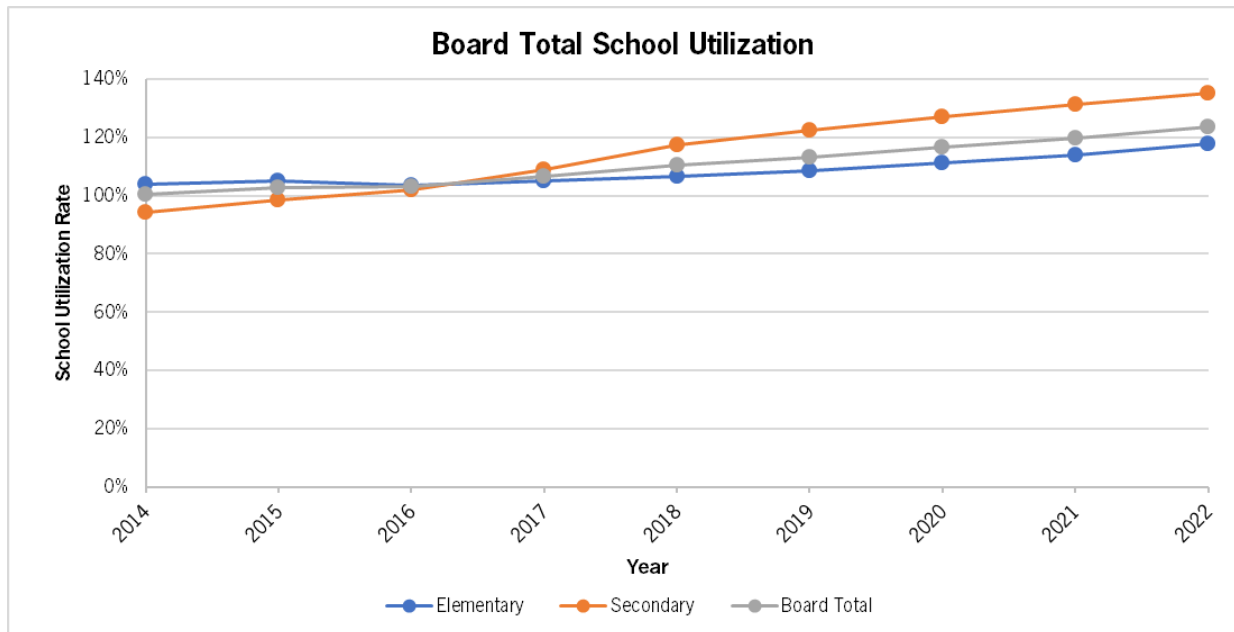
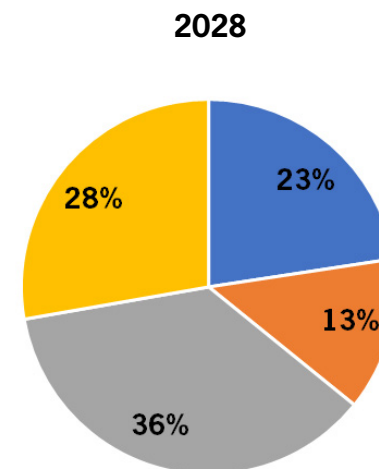
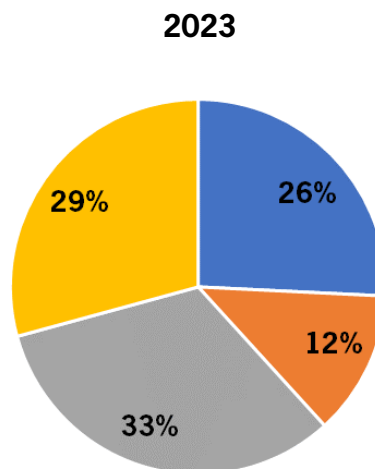
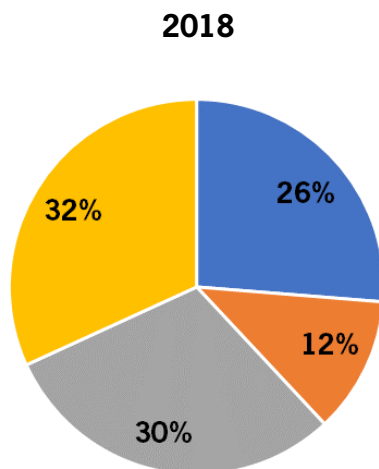
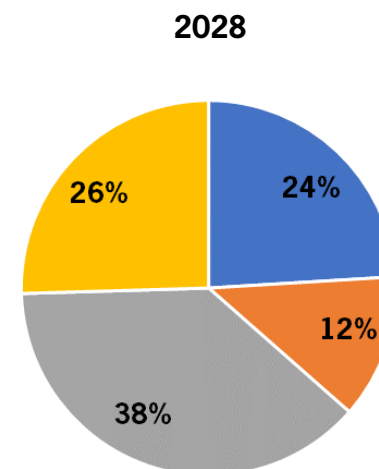
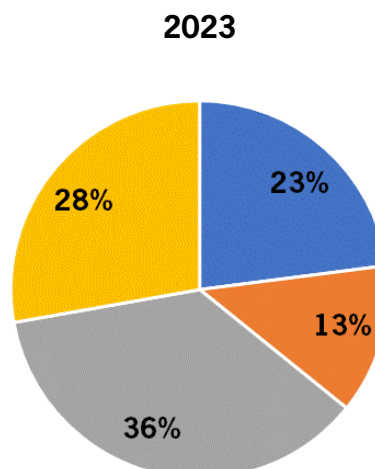
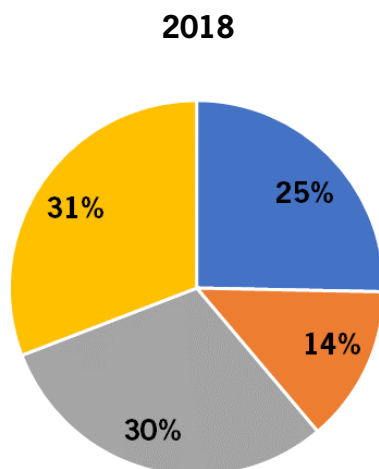


Figure 10 illustrates the Board's total utilization rates by panel for the period of 2014-2022.



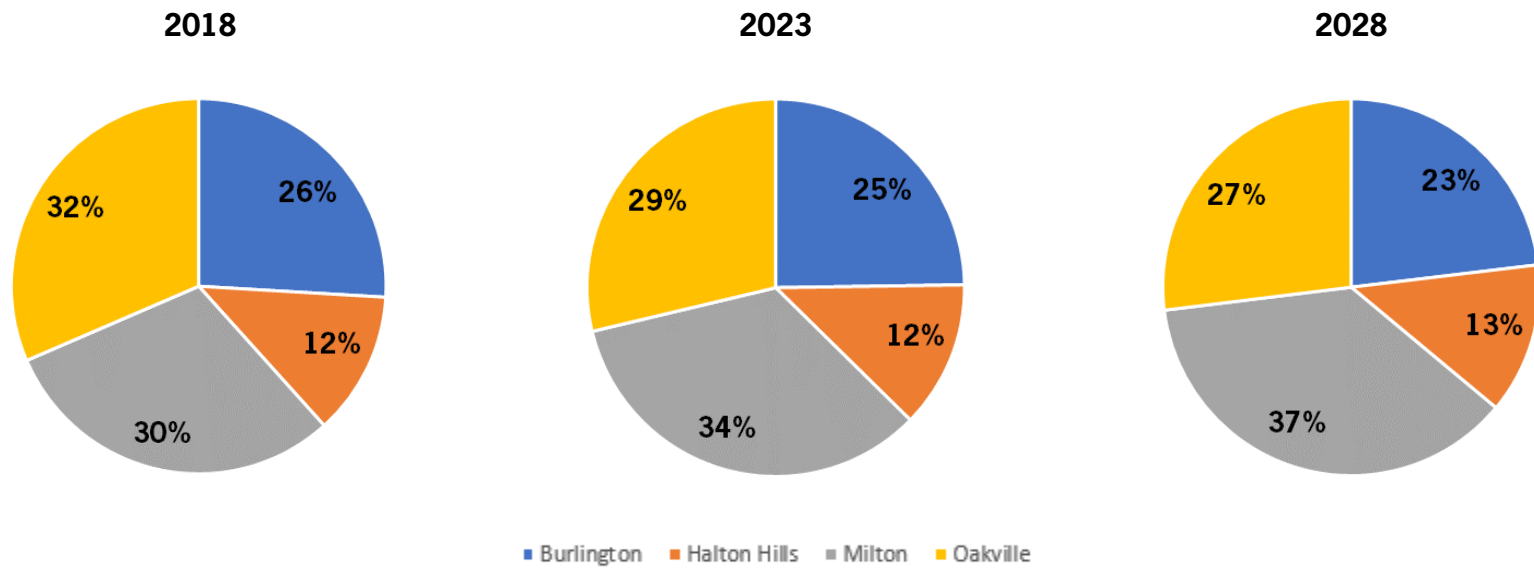
Elementary Distribution by Municipality

■ Burlington ■ Halton Hills ■ Milton ■ Oakville

Secondary Distribution by Municipality

■ Burlington ■ Halton Hills ■ Milton ■ Oakville

Total Elementary and Secondary Distribution by Municipality



GRADE 8 RETENTION RATIOS TRANSFERS BETWEEN JUNE 2018 TO OCTOBER 2018

APPENDIX C

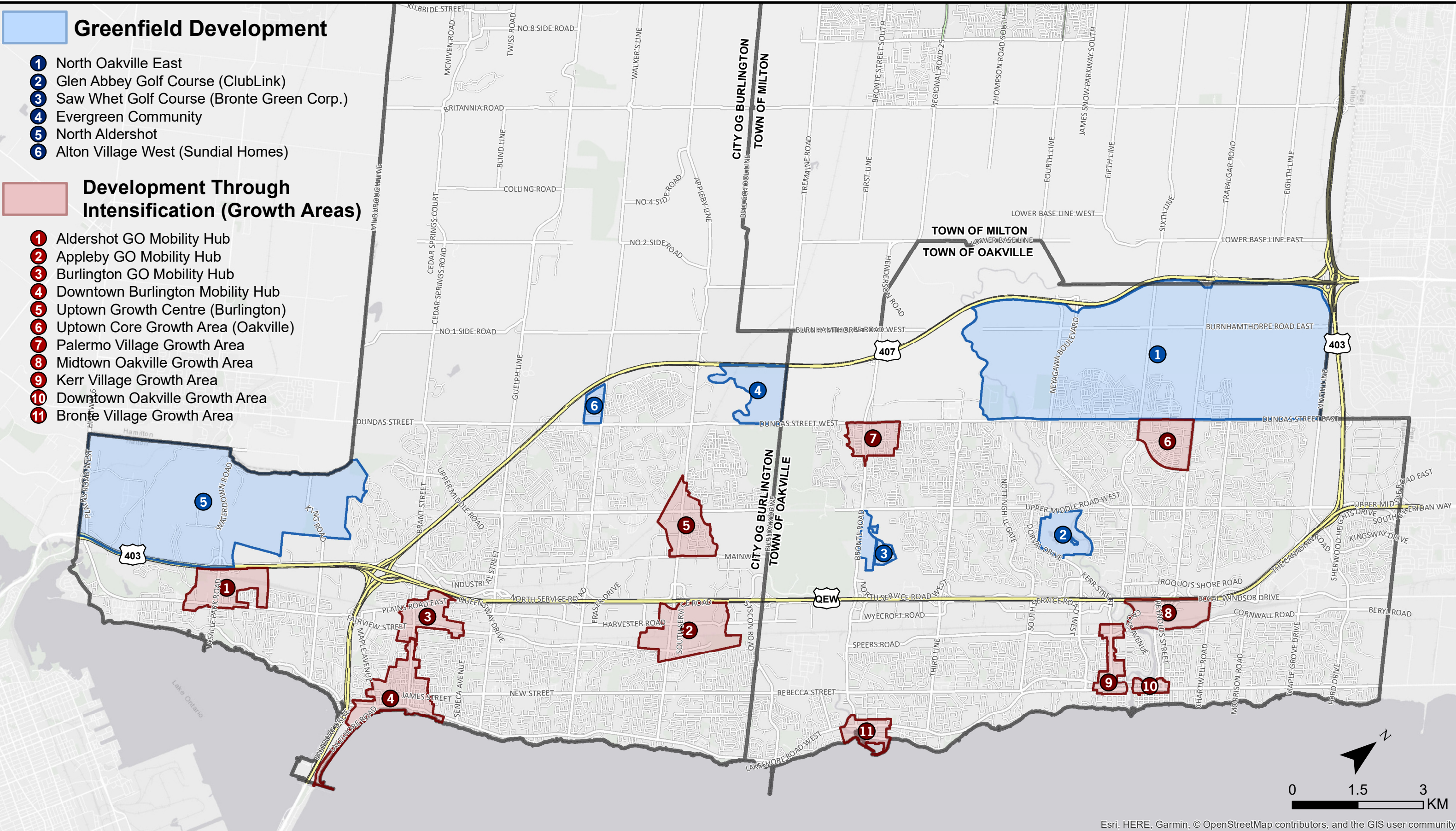
School	FAMILY	GRADE 9 ADMISSIONS REPORT										GRADE 8 TRANSFER REPORT				REPORTS SUMMARY	
		Assumption CSS	Notre Dame CSS	Corpus Christi CSS	St. Thomas Aquinas CSS	St. Ignatius of Loyola CSS	Holy Trinity CSS	Bishop Reding CSS	Jean Vanier CSS	Christ the King CSS	Total	HDSB	OTHER BOARD	OTHER TRANSFERS	Grade 8's June 29 2018	Left Board	Retention Rate
BURLINGTON	FAMILY																
Ascension CES	ASPT	30	3	1							34	1	1		36	2	94%
Holy Rosary (B) CES	ASPT	37									37		1		38	1	97%
St. John (B) CES	ASPT	31									31	2			33	2	94%
St. Patrick CES	ASPT	20			1						21				21	0	100%
St. Paul CES	ASPT	18									18	1	1		20	2	90%
St. Raphael CES	ASPT	29	2	2							33				33	0	100%
Sacred Heart of Jesus CES	CORP			46							46	1	1		48	2	96%
St. Anne CES	CORP	2		55	1						58				58	0	100%
St. Christopher CES	CORP	7	1	52							60	1			61	1	98%
St. Elizabeth Seton CES	CORP	2		46							48		1		49	1	98%
Canadian Martyrs CES	NTDM	8	26	2							36				36	0	100%
St. Gabriel CES	NTDM	12	37	1	3						53				53	0	100%
St. Mark CES	NTDM	1	32	1							34				34	0	100%
St. Timothy CES	NTDM	1	46								47				47	0	100%
Subtotal		198	147	206	5	0	0	0	0	0	556	6	5	0	567	11	98%
HALTON HILLS	FAMILY																
Holy Cross CES	KING									55	55				55	0	100%
St. Brigid CES	KING									96	96				96	0	100%
St. Catherine of Alexandria CES	KING									80	80				80	0	100%
St. Francis of Assisi CES	KING									45	45		1		46	1	98%
St. Joseph (A) CES	KING									46	46		1		47	1	98%
Subtotal		0	0	0	0	0	0	0	0	322	322	0	2	0	324	2	99%
MILTON	FAMILY																
Holy Rosary (M) CES	BHRD				1			50	1		52	2			54	2	96%
Our Lady of Victory CES	BHRD				1			29	3	1	34				35	1	97%
St. Anthony of Padua CES	BHRD							81	2		83				83	0	100%
St. Peter CES	BHRD							64	1		65				65	0	100%
Guardian Angels CES	JEAN				1			8	63		72			1	73	1	99%
Lumen Christi CES	JEAN				1			1	27		29		3		32	3	91%
Our Lady of Fatima CES	JEAN				1			4	57		62	1	1		64	2	97%
Queen of Heaven CES	JEAN							5	41		46	2			48	2	96%
St. Benedict CES	JEAN				1			38	49		88		3	1	92	4	96%
Subtotal		0	0	0	6	0	0	280	244	1	531	5	7	2	546	15	97%
OKAVILLE	FAMILY																
St. Dominic CES	AQUI				47						47	1	1	2	51	4	92%
St. James CES	AQUI		1	1	25		1				28			1	31	3	90%
St. Joseph (O) CES	AQUI				60		1				61			1	62	1	98%
St. Luke CES	AQUI				19						19	1	4	1	25	6	76%
St. Vincent CES	AQUI				6						6	31	2	2	41	35	15%
Holy Family CES	HLTY				1	17					18				18	0	100%
Our Lady of Peace CES	HLTY					39					39			1	40	1	98%
St. Andrew CES	HLTY	1			2	84					87	5			92	5	95%
St. John (O) CES	HLTY					19					19				19	0	100%
St. Marguerite d'Youville CES	HLTY		1		1	58					60				60	0	100%
St. Michael CES	HLTY				1	25					26	1	1		28	2	93%
St. Bernadette CES	LYLA				9	8	75				92				92	0	100%
St. Gregory the Great CES	LYLA				1	2	11				14	1		2	17	3	82%
St. Joan of Arc CES	LYLA				1	1	50				52				52	0	100%
St. John Paul II CES	LYLA				2	3	57				62	1	3		66	4	94%
St. Mary CES	LYLA				4		34				38	2		1	41	3	93%
St. Matthew CES	LYLA	1		1	9	7	34				52	5	4		61	9	85%
St. Teresa of Calcutta CES	LYLA					1	44				45	1	1	1	48	3	94%
Subtotal		2	2	2	188	264	307	0	0	0	765	49	18	11	844	79	91%
TOTAL INTERNAL ADMISSIONS		200	149	208	199	264	307	280	244	323	2,174				2,281	107	95%
Halton Public		16	95	70	65	39	96	197	281	98	957						
Other Boards		6	13	9	14	5	11	37	32	21	148						
Other Admissions		10	3	5	23	1	13	5	9		69						
TOTAL EXTERNAL ADMISSIONS		32	111	84	102	45	120	239	322	119	1,174						
TOTAL ADMISSIONS		232	260	292	301	309	427	519	566	442	3,348						
From HCDSB		86.21%	57.31%	71.23%	66.11%	85.44%	71.90%	53.95%	43.11%	73.08%	64.93%						
From Other		13.79%	42.69%	28.77%	33.89%	14.56%	28.10%	46.05%	56.89%	26.92%	35.07%						
Total Students		100%	100%	100%	100%	100%	100%	100%	100%	100%	100%						

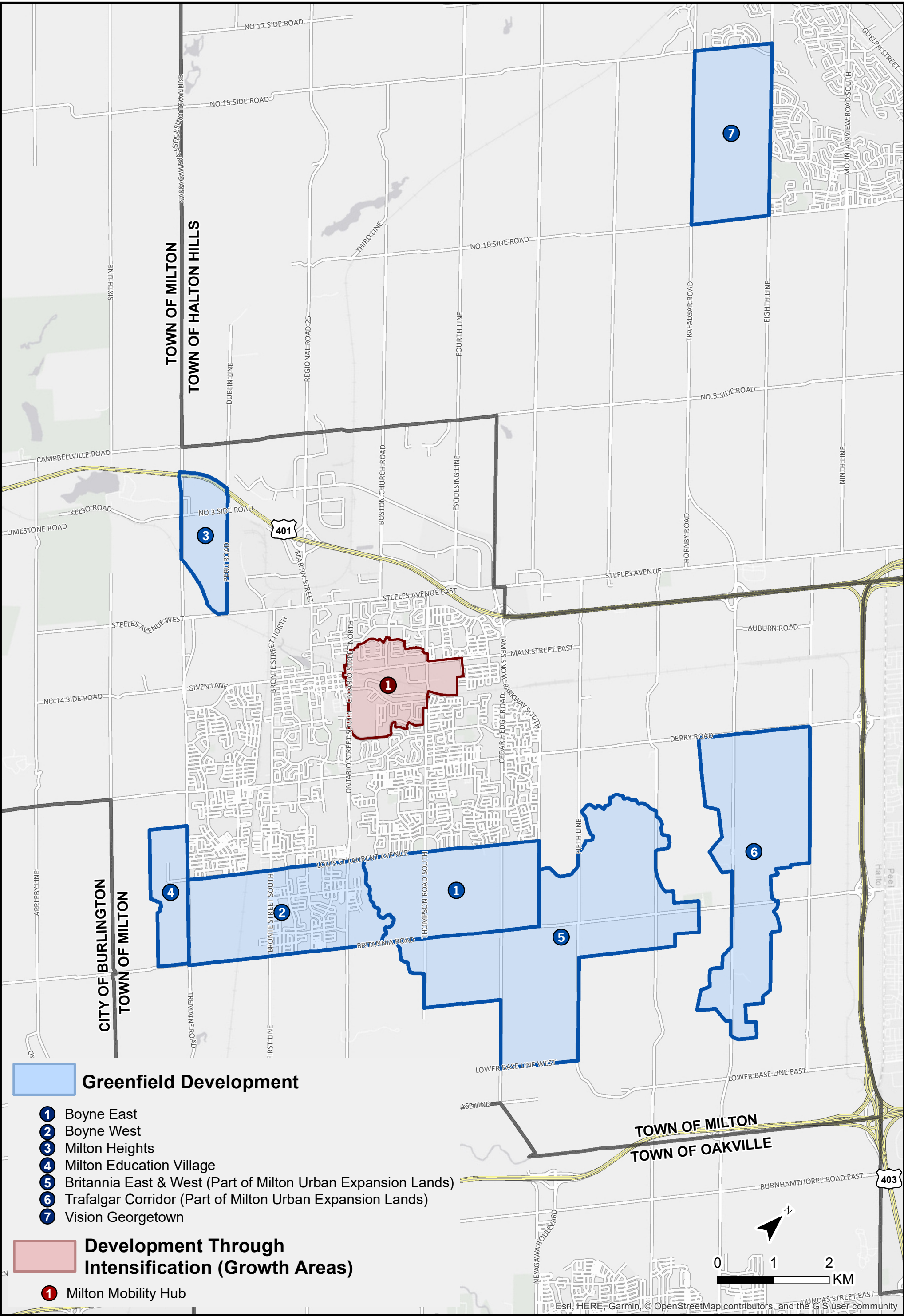
Greenfield Development

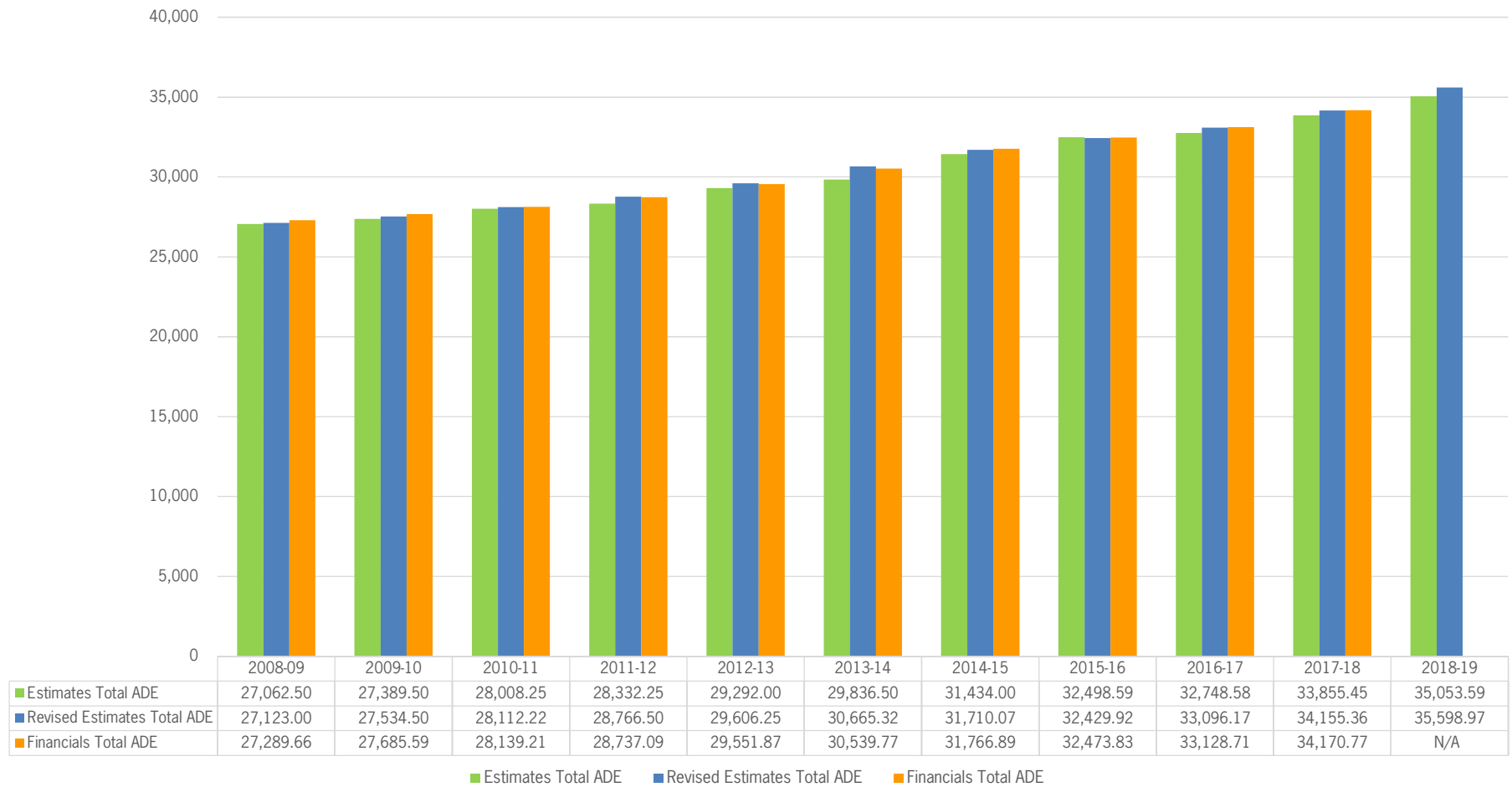
- 1 North Oakville East
- 2 Glen Abbey Golf Course (ClubLink)
- 3 Saw Whet Golf Course (Bronte Green Corp.)
- 4 Evergreen Community
- 5 North Aldershot
- 6 Alton Village West (Sundial Homes)

Development Through Intensification (Growth Areas)

- 1 Aldershot GO Mobility Hub
- 2 Appleby GO Mobility Hub
- 3 Burlington GO Mobility Hub
- 4 Downtown Burlington Mobility Hub
- 5 Uptown Growth Centre (Burlington)
- 6 Uptown Core Growth Area (Oakville)
- 7 Palermo Village Growth Area
- 8 Midtown Oakville Growth Area
- 9 Kerr Village Growth Area
- 10 Downtown Oakville Growth Area
- 11 Bronte Village Growth Area









Regular Board Meeting

Information Report

Capital Projects Report as of November 30, 2018	Item 10.5
December 18, 2018	

Alignment to Strategic Plan

This report is linked to our strategic priority of **Foundational Elements**: Optimizing organizational effectiveness.

Purpose

To inform the Board of Trustees of the preliminary cost of capital projects and land as of November 30, 2018.

Background Information

The following information regarding the Board's 2017-18 Budget was provided to Trustees:

1. Information Report 10.3 "2018-19 Revised Budget Estimates (Including September 1, 2018, to November 30, 2018, Actuals)" from the December 18, 2018 Regular Board Meeting.
2. Information Report 10.8 "Preliminary Capital Projects Report as of August 31, 2018" from the September 18, 2018 Regular Board Meeting.
3. Action Report 8.5 "2018-19 Budget Estimates (Final)" from the June 19, 2018 Regular Board Meeting.

Comments

The attached Consolidated Capital Projects Report provides a summary totalling \$505.9 million of all Board-approved projects since the capital funding model was changed significantly by the Ministry of Education in 1998. There have been various iterations of capital funding programs since that time, to adapt to changing funding needs in school construction and maintenance. A total of \$444.2 million has been recorded for all projects, including open purchase orders of \$2.6 million which mainly relate to the construction of the St. Nicholas CES school consolidation, the St. Mark CES classroom and child care additions, the Bishop Reding Catholic Secondary School (CSS) classroom additions, and the Assumption CSS classroom additions.



The Board receives Education Development Charges (EDC) revenue from the four Halton municipalities, which cover the purchase and preparation costs of school sites. Since 1998, the Board purchased school sites for a total of \$181.1 million, as broken down on page 5 of this report, which includes \$8.7 million in eligible EDC expenditures that have not been associated to particular schools (these are listed on page 6). Currently, the Board has an EDC shortfall of \$80.9 million, as EDC levies are typically collected over a 15-year period.

The expenditures outlined in the individual capital project summaries on pages 7 to 15 reflect construction, site and first-time equipping costs to date. It should be noted that all of these projects have been or are expected to be completed within budget.

The Debenture Financing Summary (Appendix A-1 to A-4) provides a summary of all projects that have been financed by debentures through the Ontario School Boards Financing Corporation (OSBFC) or the Ontario Financing Authority (OFA). The last OFA debenture issued was in March 2015 for the financing of primary class size (PCS) additions for St. Brigid CES and St. Catherine of Alexandria CES. This funding model has now been replaced with a more timely method; capital grants are now approved on a project by project basis and funded twice a year based on the March 31 Provincial Consolidation Reporting (typically paid to the Board in July) and the August 31 Financial Statements Reporting (typically paid to the Board in February).

Conclusion

Board staff will continue to monitor the capital project budgets and EDC shortfall. An updated Capital Projects Report will be provided at a March 2019 Regular Board Meeting.

Report Prepared by:	J. Chanthavong Manager, Budget and Capital, Financial Services
Report Reviewed by:	A. Lofts Senior Manager, Financial Services
Report Submitted by:	R. Negoï Superintendent of Business Services and Treasurer of the Board
Report Approved by:	P. Daly Director of Education and Secretary of the Board

**Halton Catholic District School Board
Consolidated Capital Projects
For the Period ending November 30, 2018**

SCHOOL BUILDINGS	BUDGET	EXPENSED Sep.1/98 to Aug.31/17	EXPENSED 2017 - 18	EXPENSED 2018 - 19	Commitments 2018 - 19	Total Expensed and Commitments	(OVER)/UNDER BUDGET BALANCE
CLOSED PROJECTS							
Ascension Elementary	\$3,200,000	\$3,160,703	\$0	\$0	\$0	\$3,160,703	\$39,297
Holy Rosary Elementary, Milton	\$5,500,000	\$5,356,378	\$0	\$0	\$0	\$5,356,378	\$143,622
St. Patrick's Elementary	\$3,650,000	\$3,716,647	\$0	\$0	\$0	\$3,716,647	(\$66,647)
St. Francis of Assisi Elementary	\$3,770,000	\$3,669,902	\$0	\$0	\$0	\$3,669,902	\$100,098
Notre Dame Secondary	\$1,250,000	\$1,039,404	\$0	\$0	\$0	\$1,039,404	\$210,596
Mother Teresa Elementary	\$7,450,000	\$6,874,383	\$0	\$0	\$0	\$6,874,383	\$575,617
St. Andrew Elementary	\$7,770,000	\$7,255,509	\$0	\$0	\$0	\$7,255,509	\$514,491
Sacred Heart of Jesus Elementary	\$7,770,000	\$7,010,277	\$0	\$0	\$0	\$7,010,277	\$759,723
Learning Environmental Improvement Program (LEIP)	\$12,000,000	\$8,866,538	\$0	\$0	\$0	\$8,866,538	\$3,133,462
School Renewal	\$2,245,001	\$2,070,361	\$0	\$0	\$0	\$2,070,361	\$174,640
St. Paul Elementary	\$1,800,000	\$1,573,776	\$0	\$0	\$0	\$1,573,776	\$226,224
St. Raphael Elementary	\$1,900,000	\$1,919,238	\$0	\$0	\$0	\$1,919,238	(\$19,238)
St. Vincent Elementary	\$1,250,000	\$1,159,421	\$0	\$0	\$0	\$1,159,421	\$90,579
St. Joseph Elementary, Acton	\$2,275,000	\$2,211,231	\$0	\$0	\$0	\$2,211,231	\$63,769
St. Catherine of Alexandria Elementary	\$8,000,000	\$7,914,532	\$0	\$0	\$0	\$7,914,532	\$85,468
Assumption Secondary	\$4,800,000	\$4,734,987	\$0	\$0	\$0	\$4,734,987	\$65,013
Christ the King Secondary	\$25,300,000	\$25,758,453	\$0	\$0	\$0	\$25,758,453	(\$458,453)
Holy Trinity Secondary	\$27,400,000	\$26,419,175	\$0	\$0	\$0	\$26,419,175	\$980,825
Adult Learning Centre	\$1,600,000	\$1,591,080	\$0	\$0	\$0	\$1,591,080	\$8,920
Holy Rosary Elementary, Burlington	\$2,400,000	\$2,305,896	\$0	\$0	\$0	\$2,305,896	\$94,104
St. Mark's Elementary	\$440,000	\$402,630	\$0	\$0	\$0	\$402,630	\$37,370
St. John Elementary, Oakville	\$370,000	\$285,471	\$0	\$0	\$0	\$285,471	\$84,529
Our Lady of Victory Elementary	\$2,400,000	\$2,265,547	\$0	\$0	\$0	\$2,265,547	\$134,453
St. Elizabeth Seton Elementary	\$8,300,000	\$7,137,082	\$0	\$0	\$0	\$7,137,082	\$1,162,918
St. Joan of Arc Elementary	\$8,800,000	\$7,704,963	\$0	\$0	\$0	\$7,704,963	\$1,095,037
Guardian Angels Elementary	\$8,800,000	\$8,134,843	\$0	\$0	\$0	\$8,134,843	\$665,157
St. John Paul II Elementary	\$9,900,000	\$8,600,943	\$0	\$0	\$0	\$8,600,943	\$1,299,057
Christ the King Secondary - Classroom Addition	\$2,000,000	\$1,786,025	\$0	\$0	\$0	\$1,786,025	\$213,975
Corpus Christi Secondary	\$30,260,000	\$32,837,311	\$0	\$0	\$0	\$32,837,311	(\$2,577,311)
St. Anthony of Padua Elementary	\$10,200,000	\$9,231,309	\$0	\$0	\$0	\$9,231,309	\$968,691
St. Christopher Elementary	\$9,900,000	\$8,726,499	\$0	\$0	\$0	\$8,726,499	\$1,173,501
St. Christopher Elementary , Child Care Centre	\$750,000	\$750,000	\$0	\$0	\$0	\$750,000	\$0
St. Peter Elementary	\$10,800,000	\$10,748,401	\$0	\$0	\$0	\$10,748,401	\$51,599
Our Lady of Fatima Elementary	\$11,300,000	\$10,298,651	\$0	\$0	\$0	\$10,298,651	\$1,001,349
Lumen Christi Elementary	\$11,300,000	\$10,899,353	\$0	\$0	\$0	\$10,899,353	\$400,647
St. Anne Elementary	\$11,600,000	\$11,970,404	\$0	\$0	\$0	\$11,970,404	(\$370,404)
St. Mary Elementary	\$11,200,000	\$10,463,121	\$0	\$0	\$0	\$10,463,121	\$736,879
St. Benedict Elementary	\$12,632,220	\$11,753,354	\$0	\$0	\$0	\$11,753,354	\$878,866
Queen of Heaven Elementary	\$12,632,220	\$12,258,276	\$0	\$0	\$0	\$12,258,276	\$373,944
St. Thomas Aquinas Secondary - Reconstruction	\$37,000,000	\$37,588,033	\$0	\$0	\$0	\$37,588,033	(\$588,033)
St. Ignatius of Loyola Secondary - Addition	\$22,500,000	\$22,858,950	\$0	\$0	\$0	\$22,858,950	(\$358,950)
Jean Vanier Secondary	\$35,000,000	\$34,984,262	\$0	\$0	\$0	\$34,984,262	\$15,738
Sub-total Closed Projects	\$399,414,441	\$386,293,318	\$0	\$0	\$0	\$386,293,318	\$13,121,123

**Halton Catholic District School Board
Consolidated Capital Projects
For the Period ending November 30, 2018**

SCHOOL BUILDINGS - Continued	BUDGET	EXPENSED Sep.1/98 to Aug.31/17	EXPENSED 2017 - 18	EXPENSED 2018 - 19	Commitments 2018 - 19	Total Expensed and Commitments	(OVER)/UNDER BUDGET BALANCE
CURRENT PROJECTS							
St. Gregory The Great Elementary - New School	\$13,550,465	\$12,985,409	\$65,297	\$6,398	\$5,592	\$13,062,695	\$487,770
St. Gregory The Great Elementary - Child Care Centre	\$2,520,849	\$2,412,570	\$0	\$0	\$0	\$2,412,570	\$108,279
St. Scholastica Elementary - New School	\$13,818,474	\$612,177	\$12,273,258	\$923,018	\$4,239	\$13,812,692	\$5,782
St. Nicholas Elementary - School Consolidation	\$12,524,935	\$0	\$800,194	\$46,680	\$370,264	\$1,217,138	\$11,307,797
St. Mark Elementary - Addition	\$1,625,867	\$0	\$644,270	\$428,844	\$333,526	\$1,406,639	\$219,228
St. Mark Elementary - Child Care Centre	\$2,077,013	\$0	\$819,979	\$510,990	\$456,346	\$1,787,315	\$289,698
Bishop Reding - Addition	\$20,310,036	\$0	\$341,577	\$123,952	\$710,464	\$1,175,993	\$19,134,043
St. Peter Elementary - Child Care Centre	\$2,606,270	\$0	\$67,475	\$42,590	\$122,592	\$232,657	\$2,373,613
Assumption - Addition	\$14,000,000	\$0	\$251,722	\$364,855	\$602,932	\$1,219,509	\$12,780,491
Sub-total Current Projects	\$83,033,909	\$16,010,155	\$15,263,771	\$2,447,328	\$2,605,954	\$36,327,207	\$46,706,702
FDK Classroom Addition and Alteration							
St. Joseph (A) Elementary- Classroom Addition and Alteration	\$905,000	\$961,890	\$0	\$0	\$0	\$961,890	(\$56,890)
St. Brigid Elementary - Classroom Addition and Alteration	\$1,439,000	\$1,262,726	\$0	\$0	\$0	\$1,262,726	\$176,274
St. Catherine Elementary - Classroom Addition and Alteration	\$2,396,000	\$1,990,641	\$0	\$0	\$0	\$1,990,641	\$405,359
St. Dominic Elementary- Classroom Addition and Alteration	\$815,000	\$729,637	\$0	\$0	\$0	\$729,637	\$85,363
St. Andrew Elementary - Classroom Addition and Alteration	\$780,000	\$691,317	\$0	\$0	\$0	\$691,317	\$88,683
Guardian Angels Elementary - Classroom Addition and Alteration	\$2,970,000	\$2,324,172	\$0	\$0	\$0	\$2,324,172	\$645,828
St. Anthony of Padua Elementary - Classroom Addition and Alteration	\$2,970,000	\$2,326,786	\$0	\$0	\$0	\$2,326,786	\$643,214
St. Francis of Assisi Elementary - Classroom Addition and Alteration	\$1,260,000	\$1,156,170	\$0	\$0	\$0	\$1,156,170	\$103,830
Holy Rosary Elementary, Milton - Classroom Addition and Alteration	\$5,155,000	\$3,471,030	\$0	\$0	\$0	\$3,471,030	\$1,683,970
Sub-total FDK Classroom Addition and Alteration	\$18,690,000	\$14,914,369	\$0	\$0	\$0	\$14,914,369	\$3,775,631
Sub-total Construction Projects	\$101,723,909	\$30,924,524	\$15,263,771	\$2,447,328	\$2,605,954	\$51,241,576	\$50,482,333
Good Places to Learn	\$4,276,577	\$4,276,577	\$0	\$0	\$0	\$4,276,577	(\$0)
C.E.C Port-A-PAC(s) Program Services & Administration	\$475,000	\$473,535	\$0	\$0	\$0	\$473,535	\$1,465
Cost of Issuing Debenture	\$0	\$1,925,922	\$0	\$0	\$0	\$1,925,922	(\$1,925,922)
TOTAL PROJECTS	\$505,889,927	\$423,893,877	\$15,263,771	\$2,447,328	\$2,605,954	\$444,210,929	\$61,678,998

**Halton Catholic District School Board
Consolidated Capital Projects
For the Period ending November 30, 2018**

SCHOOL SITES	BUDGET	EXPENSED Sep.1/98 to Aug.31/17	EXPENSED 2017 - 18	EXPENSED 2018 - 19	Commitments 2018 - 19	Total Expensed and Commitments
Mother Teresa Elementary (147)	\$0	\$1,656,104	\$0	\$0	\$0	\$1,656,104
St. Andrew Elementary (148)	\$0	\$2,133,363	\$0	\$0	\$0	\$2,133,363
Sacred Heart of Jesus Elementary (149)	\$0	\$1,932,906	\$0	\$0	\$0	\$1,932,906
St. Benedict Elementary (151)	\$0	\$5,612,362	\$0	\$0	\$0	\$5,612,362
Lumen Christi Elementary (152)	\$0	\$3,239,241	\$0	\$0	\$0	\$3,239,241
Queen of Heaven Elementary (153)	\$0	\$3,571,904	\$0	\$0	\$0	\$3,571,904
St. Elizabeth Seton Elementary (157)	\$0	\$1,624,591	\$0	\$0	\$0	\$1,624,591
St. Christopher Elementary (158)	\$0	\$4,506,735	\$0	\$0	\$0	\$4,506,735
St. Anne Elementary (159)	\$0	\$5,498,647	(\$9,381)	\$1,930,973	\$0	\$7,420,238
St. Joan of Arc Elementary (161)	\$0	\$2,015,986	\$0	\$0	\$0	\$2,015,986
St. John Paul II Elementary (162)	\$0	\$2,726,023	\$0	\$0	\$0	\$2,726,023
St. Peter Elementary (163)	\$0	\$2,933,095	\$0	\$0	\$0	\$2,933,095
Guardian Angels Elementary (164)	\$0	\$2,099,818	\$0	\$0	\$0	\$2,099,818
St. Anthony of Padua Elementary (165)	\$0	\$3,300,291	\$0	\$0	\$0	\$3,300,291
Our Lady of Fatima Elementary (166)	\$0	\$3,481,316	\$0	\$0	\$0	\$3,481,316
St. Catherine of Alexandria Elementary (168)	\$0	\$1,529,708	\$0	\$0	\$0	\$1,529,708
St. Mary Elementary (171)	\$0	\$6,080,995	\$0	\$0	\$0	\$6,080,995
St. Gregory The Great Elementary (173)	\$0	\$7,733,818	\$0	\$0	\$0	\$7,733,818
St. Scholastica Elementary (178)	\$0	\$8,561,489	\$736,425	\$14,302	\$0	\$9,312,217
Corpus Christi Secondary (202)	\$0	\$13,629,450	\$0	\$0	\$0	\$13,629,450
Jean Vanier Secondary (204)	\$0	\$10,892,397	\$134,801	\$2,248	\$0	\$11,029,446
Christ the King Secondary (231)	\$0	\$5,275,487	\$0	\$0	\$0	\$5,275,487
Holy Trinity Secondary (233)	\$0	\$5,846,886	\$0	\$0	\$0	\$5,846,886
Loyola Secondary Addition (235)	\$0	\$1,484,560	\$0	\$0	\$0	\$1,484,560
St. Thomas Aquinas Secondary (237)	\$0	\$5,461,542	\$4,203	\$919	\$0	\$5,466,665
Various Sites - EDC Eligible Costs (See Page 6)	\$0	\$11,948,004	\$3,752,445	\$49,355,381	\$375,717	\$65,431,546
TOTAL SITES	\$0	\$124,776,718	\$4,618,493	\$51,303,823	\$375,717	\$181,074,751
TOTAL BUILDINGS AND SITES	\$ 505,889,927	\$ 548,670,595	\$ 19,882,264	\$ 53,751,151	\$ 2,981,670	\$ 625,285,680

Halton Catholic District School Board
EDC Eligible Expenditures
For the period ending November 30, 2018

DESCRIPTION	EXPENSED Sep.1/98 to Aug.31/17	EXPENSED 2017 - 18	EXPENSED 2018 - 19	Commitments 2018 - 19	Total Expensed and Commitments
ELEMENTARY					
EDC - Site Purchase - Georgetown West - (167)	\$1,588,031	\$0	\$0	\$0	\$1,588,031
EDC - Prof. Fees - Georgetown West - (167)	\$80,139	\$0	\$858	\$0	\$80,997
EDC - Site Improvement - Georgetown West (167)	\$17,920	\$5,149	\$0	\$0	\$23,068
EDC - Prof. Fees - Acton East (169)	\$63,115	\$0	\$0	\$0	\$63,115
EDC - Site Purchase - Acton East (169)	\$2,973,218	\$0	\$0	\$0	\$2,973,218
EDC - Prof. Fees - North Oakville #CE1 - (174)	\$17,631	\$0	\$0	\$0	\$17,631
EDC - Prof. Fees - North Oakville #CE3 - (175)	\$6,487	\$0	\$0	\$0	\$6,487
EDC - Prof. Fees - North Oakville #CE4 - (176)	\$63,978	\$169	\$0	\$0	\$64,147
EDC - Prof. Fees - Milton #9 (179)	\$6,017	\$0	\$0	\$0	\$6,017
EDC - Prof. Fees - Milton #10 (180)	\$10,169	\$2,299	\$1,966	\$0	\$14,433
SECONDARY					
EDC - Prof. Fees - North Oakville CSS (205)	\$3,984	\$6,947	\$0	\$0	\$10,931
EDC - Prof. Fees - Milton CSS (206)	\$41,981	\$299,356	\$101,976	\$375,717	\$819,029
EDC - Site Purchase - Milton CSS (206)	\$0	\$2,500,000	\$48,560,262	\$0	\$51,060,262
EDC - Site Improvement - Milton CSS (206)	\$0	\$0	\$0	\$0	\$0
EDC - Georgetown South (210)	\$0	\$9,138	\$0	\$0	\$9,138
EDC - Prof. Fees - Loyola - Hydro Lands (235)	\$6,075	\$0	\$0	\$0	\$6,075
OTHER					
Long Term Capital Plan Costs	\$439,170	\$0	\$0	\$0	\$439,170
Professional and Legal Costs	\$1,271,744	\$134,227	\$25,182	\$0	\$1,431,152
Interest Costs	\$5,358,345	\$795,161	\$665,138	\$0	\$6,818,644
TOTAL	\$11,948,004	\$3,752,445	\$49,355,381	\$375,717	\$65,431,546

HALTON CATHOLIC DISTRICT SCHOOL BOARD
St. Gregory The Great Catholic Elementary School
New Pupil Accommodation Project

SCHOOL BUILDING	BUDGET (ESTIMATE)	EXPENSED Sep.1/98 to Aug.31/17	EXPENSED 2017 - 18	EXPENSED 2018 - 19	Commitments 2018 - 19	TOTAL EXPENSED and Commitments	AVAILABLE BALANCE
Building							
Construction	\$11,750,465	\$11,287,784	\$4,892	\$0	\$0	\$11,292,676	\$457,789
Professional Fees	\$835,000	\$848,456	\$0	\$0	\$0	\$848,456	(\$13,456)
Inspections, Soil test, Surveys	\$175,000	\$123,951	\$0	\$0	\$0	\$123,951	\$51,049
Building Permit Fees	\$140,000	\$278,639	\$0	\$0	\$0	\$278,639	(\$138,639)
Contingencies	\$170,000	\$0	\$0	\$0	\$0	\$0	\$170,000
Sub-total Building	\$13,070,465	\$12,538,829	\$4,892	\$0	\$0	\$12,543,722	\$526,743
Furniture & Equipment	\$180,000	\$110,343	\$60,404	\$6,398	\$5,592	\$182,737	(\$2,737)
Computer & Technology Equipment	\$150,000	\$142,880	\$0	\$0	\$0	\$142,880	\$7,120
Sub-total Furniture & Equipment	\$330,000	\$253,223	\$60,404	\$6,398	\$5,592	\$325,617	\$4,383
Bridge Financing (Interest)	\$150,000	\$193,357	\$0	\$0	\$0	\$193,357	(\$43,357)
TOTAL	\$13,550,465	\$12,985,409	\$65,297	\$6,398	\$5,592	\$13,062,695	\$487,770
SCHOOL SITE	BUDGET	EXPENSED Sep.1/98 to Aug.31/17	EXPENSED 2017 - 18	EXPENSED 2018 - 19	Commitments 2018 - 19	TOTAL EXPENSED	
Site		\$7,078,690	\$0	\$0	\$0	\$7,078,690	
Site Improvements		\$535,225	\$0	\$0	\$0	\$535,225	
Professional Fees-EDC-Site		\$119,903	\$0	\$0	\$0	\$119,903	
Bridge Financing		\$0	\$0	\$0	\$0	\$0	
TOTAL	\$0	\$7,733,818	\$0	\$0	\$0	\$7,733,818	
PROJECT TOTAL	\$13,550,465	\$20,719,227	\$65,297	\$6,398	\$5,592	\$20,796,514	
FUNDING	BUDGET	EXPENSED Sep.1/98 to Aug.31/17	EXPENSED 2017 - 18	EXPENSED 2018 - 19	Commitments 2018 - 19	TOTAL	
BUILDING							
Short Term Financing (Investment)		\$0	\$0	\$0	\$0	\$0	
Funding - Minor TCA		\$253,223	\$0	\$0	\$0	\$253,223	
Funding - FDK		\$1,260,424	\$0	\$0	\$0	\$1,260,424	
Funding - Capital Priorities		\$11,278,405	\$65,297	\$6,398	\$5,592	\$11,355,692	
Funding - Capitalized Interest		\$193,357	\$0	\$0	\$0	\$193,357	
SITE							
Education Development Charge - Applied		\$0	\$0	\$0	\$0	\$0	
Long Term Financing - Debenture		\$0	\$0	\$0	\$0	\$0	
Short Term Financing (Investment)		\$7,733,818	\$0	\$0	\$0	\$7,733,818	
TOTAL	\$0	\$20,719,227	\$65,297	\$6,398	\$5,592	\$20,796,514	
Unfinanced Commitments						\$0	

HALTON CATHOLIC DISTRICT SCHOOL BOARD
St. Gregory The Great Catholic Elementary School
Child Care Centre

SCHOOL BUILDING	BUDGET (ESTIMATE)	EXPENSED Sep.1/98 to Aug.31/17	EXPENSED 2017 - 18	EXPENSED 2018 - 19	Commitments 2018 - 19	TOTAL EXPENSED and Commitments	AVAILABLE BALANCE
Building							
Construction	\$2,004,849	\$1,992,120	\$0	\$0	\$0	\$1,992,120	\$12,729
Professional Fees	\$155,000	\$152,617	\$0	\$0	\$0	\$152,617	\$2,383
Inspections, Soil test, Surveys	\$35,000	\$0	\$0	\$0	\$0	\$0	\$35,000
Building Permit Fees	\$26,000	\$0	\$0	\$0	\$0	\$0	\$26,000
Contingencies	\$40,000	\$0	\$0	\$0	\$0	\$0	\$40,000
Sub-total Building	\$2,260,849	\$2,144,737	\$0	\$0	\$0	\$2,144,737	\$116,112
Furniture & Equipment	\$260,000	\$267,833	\$0	\$0	\$0	\$267,833	(\$7,833)
Computer & Technology Equipment	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Sub-total Furniture & Equipment	\$260,000	\$267,833	\$0	\$0	\$0	\$267,833	(\$7,833)
Bridge Financing (Interest)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$2,520,849	\$2,412,570	\$0	\$0	\$0	\$2,412,570	\$108,279
SCHOOL SITE	BUDGET	EXPENSED Sep.1/98 to Aug.31/17	EXPENSED 2017 - 18	EXPENSED 2018 - 19	Commitments 2018 - 19	TOTAL EXPENSED	
Site		\$0	\$0	\$0	\$0	\$0	
Site Improvements		\$0	\$0	\$0	\$0	\$0	
Professional Fees-EDC-Site		\$0	\$0	\$0	\$0	\$0	
Contractual - Fiber Optics (EDC)		\$0	\$0	\$0	\$0	\$0	
Bridge Financing		\$0	\$0	\$0	\$0	\$0	
TOTAL	\$0	\$0	\$0	\$0	\$0	\$0	
PROJECT TOTAL	\$2,520,849	\$2,412,570	\$0	\$0	\$0	\$2,412,570	
FUNDING	BUDGET	EXPENSED Sep.1/98 to Aug.31/17	EXPENSED 2017 - 18	EXPENSED 2018 - 19	Commitments 2018 - 19	TOTAL	
BUILDING							
Short Term Financing (Investment)		\$0	\$0	\$0	\$0	\$0	
Funding - Minor TCA		\$267,833	\$0	\$0	\$0	\$267,833	
Funding - FDK		\$0	\$0	\$0	\$0	\$0	
Funding - Capital Priorities		\$0	\$0	\$0	\$0	\$0	
Funding - Child Care		\$2,144,737	\$0	\$0	\$0	\$2,144,737	
Funding - Capitalized Interest		\$0	\$0	\$0	\$0	\$0	
TOTAL	\$0	\$2,412,570	\$0	\$0	\$0	\$2,412,570	
Unfinanced Commitments						\$0	

HALTON CATHOLIC DISTRICT SCHOOL BOARD
St. Scholastica Catholic Elementary School
New Pupil Accommodation Project

SCHOOL BUILDING	BUDGET	EXPENSED Sep.1/98 to Aug.31/17	EXPENSED 2017 - 18	EXPENSED 2018 - 19	Commitments 2018 - 19	TOTAL EXPENSED and Commitments	AVAILABLE BALANCE
	(ESTIMATE)						
Building							
Construction	\$11,858,474	\$1,898	\$11,503,900	\$814,100	\$0	\$12,319,897	(\$461,423)
Professional Fees	\$985,000	\$467,795	\$471,432	\$21,126	\$0	\$960,353	\$24,647
Inspections, Soil test, Surveys	\$175,000	\$45,957	\$18,302	\$6,099	\$0	\$70,357	\$104,643
Building Permit Fees	\$150,000	\$96,527	\$11,896	\$21,454	\$0	\$129,877	\$20,123
Contingencies	\$170,000	\$0	\$0	\$0	\$0	\$0	\$170,000
Sub-total Building	\$13,338,474	\$612,177	\$12,005,530	\$862,778	\$0	\$13,480,485	(\$142,011)
Furniture & Equipment	\$180,000	\$0	\$150,012	\$56,597	\$4,239	\$210,848	(\$30,848)
Computer & Technology Equipment	\$150,000	\$0	\$117,716	\$3,643	\$0	\$121,359	\$28,641
Sub-total Furniture & Equipment	\$330,000	\$0	\$267,728	\$60,240	\$4,239	\$332,207	(\$2,207)
Bridge Financing (Interest)	\$150,000	\$0	\$0	\$0	\$0	\$0	\$150,000
TOTAL	\$13,818,474	\$612,177	\$12,273,258	\$923,018	\$4,239	\$13,812,692	\$5,782
SCHOOL SITE	BUDGET	EXPENSED Sep.1/98 to Aug.31/17	EXPENSED 2017 - 18	EXPENSED 2018 - 19	Commitments 2018 - 19	TOTAL EXPENSED	
Site		\$8,491,426	\$0	\$0	\$0	\$8,491,426	
Site Improvements		\$0	\$735,676	\$14,302	\$0	\$749,979	
Professional Fees-EDC-Site		\$70,063	\$749	\$0	\$0	\$70,812	
Bridge Financing		\$0	\$0	\$0	\$0	\$0	
TOTAL	\$0	\$8,561,489	\$736,425	\$14,302	\$0	\$9,312,217	
PROJECT TOTAL	\$13,818,474	\$9,173,666	\$13,009,683	\$937,321	\$4,239	\$23,124,909	
FUNDING	BUDGET	EXPENSED Sep.1/98 to Aug.31/17	EXPENSED 2017 - 18	EXPENSED 2018 - 19	Commitments 2018 - 19	TOTAL	
BUILDING							
Short Term Financing (Investment)		\$0	\$0	\$0	\$0	\$0	
Funding - Minor TCA		\$0	\$0	\$154,781	\$0	\$154,781	
Funding - FDK		\$612,177	\$930,583	\$0	\$0	\$1,542,760	
Funding - Capital Priorities		\$0	\$11,342,674	\$768,237	\$4,239	\$12,115,151	
Funding - Capitalized Interest		\$0	\$0	\$0	\$0	\$0	
SITE							
Education Development Charge - Applied		\$0	\$0	\$0	\$0	\$0	
Long Term Financing - Debenture		\$0	\$0	\$0	\$0	\$0	
Short Term Financing (Investment)		\$8,561,489	\$736,425	\$14,302	\$0	\$9,312,217	
TOTAL	\$0	\$9,173,666	\$13,009,683	\$937,321	\$4,239	\$23,124,909	
Unfinanced Commitments						\$0	

HALTON CATHOLIC DISTRICT SCHOOL BOARD
St. Nicholas Catholic Elementary School
School Consolidation Project

SCHOOL BUILDING	BUDGET	EXPENSED Sep.1/98 to Aug.31/17	EXPENSED 2017 - 18	EXPENSED 2018 - 19	Commitments 2018 - 19	TOTAL EXPENSED and Commitments	AVAILABLE BALANCE
	(ESTIMATE)						
Building							
Construction	\$11,467,935	\$0	\$186,522	\$395	\$0	\$186,917	\$11,281,018
Professional Fees	\$712,000	\$0	\$364,937	\$30,193	\$347,625	\$742,754	(\$30,754)
Inspections, Soil test, Surveys	\$140,000	\$0	\$21,351	\$0	\$3,228	\$24,580	\$115,420
Building Permit Fees	\$150,000	\$0	\$227,384	\$16,092	\$19,410	\$262,887	(\$112,887)
Contingencies	\$55,000	\$0	\$0	\$0	\$0	\$0	\$55,000
Sub-total Building	\$12,524,935	\$0	\$800,194	\$46,680	\$370,264	\$1,217,138	\$11,307,797
Furniture & Equipment	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Computer & Technology Equipment	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Sub-total Furniture & Equipment	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Bridge Financing (Interest)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$12,524,935	\$0	\$800,194	\$46,680	\$370,264	\$1,217,138	\$11,307,797
SCHOOL SITE	BUDGET	EXPENSED Sep.1/98 to Aug.31/17	EXPENSED 2017 - 18	EXPENSED 2018 - 19	Commitments 2018 - 19	TOTAL EXPENSED	
Site		\$0	\$0	\$0	\$0	\$0	
Site Improvements		\$0	\$0	\$0	\$0	\$0	
Professional Fees-EDC-Site		\$0	\$0	\$0	\$0	\$0	
Bridge Financing		\$0	\$0	\$0	\$0	\$0	
TOTAL	\$0	\$0	\$0	\$0	\$0	\$0	
PROJECT TOTAL	\$12,524,935	\$0	\$800,194	\$46,680	\$370,264	\$1,217,138	
FUNDING	BUDGET	EXPENSED Sep.1/98 to Aug.31/17	EXPENSED 2017 - 18	EXPENSED 2018 - 19	Commitments 2018 - 19	TOTAL	
BUILDING							
Short Term Financing (Investment)		\$0	\$0	\$0	\$0	\$0	
Funding - Minor TCA		\$0	\$0	\$0	\$0	\$0	
Funding - Proceeds of Disposition		\$0	\$0	\$0	\$0	\$0	
Funding - FDK		\$0	\$0	\$0	\$0	\$0	
Funding - Capital Priorities		\$0	\$800,194	\$46,680	\$370,264	\$1,217,138	
Funding - Capitalized Interest		\$0	\$0	\$0	\$0	\$0	
SITE							
Education Development Charge - Applied		\$0	\$0	\$0	\$0	\$0	
Long Term Financing - Debenture		\$0	\$0	\$0	\$0	\$0	
Short Term Financing (Investment)		\$0	\$0	\$0	\$0	\$0	
TOTAL	\$0	\$0	\$800,194	\$46,680	\$370,264	\$1,217,138	
Unfinanced Commitments						\$0	

HALTON CATHOLIC DISTRICT SCHOOL BOARD
St. Mark Catholic Elementary School
Classroom Addition

SCHOOL BUILDING	BUDGET	EXPENSED Sep.1/98 to Aug.31/17	EXPENSED 2017 - 18	EXPENSED 2018 - 19	Commitments 2018 - 19	TOTAL EXPENSED and Commitments	AVAILABLE BALANCE
	(ESTIMATE)						
Building							
Construction	\$1,327,000	\$0	\$509,675	\$409,907	\$311,523	\$1,231,105	\$95,895
Professional Fees	\$120,000	\$0	\$92,900	\$16,668	\$22,002	\$131,571	(\$11,571)
Inspections, Soil test, Surveys	\$40,000	\$0	\$1,856	\$2,268	\$0	\$4,124	\$35,876
Building Permit Fees	\$40,000	\$0	\$39,839	\$0	\$0	\$39,839	\$161
Contingencies	\$22,000	\$0	\$0	\$0	\$0	\$0	\$22,000
Sub-total Building	\$1,549,000	\$0	\$644,270	\$428,844	\$333,526	\$1,406,639	\$142,361
Furniture & Equipment	\$61,867	\$0	\$0	\$0	\$0	\$0	\$61,867
Computer & Technology Equipment	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Sub-total Furniture & Equipment	\$61,867	\$0	\$0	\$0	\$0	\$0	\$61,867
Bridge Financing (Interest)	\$15,000	\$0	\$0	\$0	\$0	\$0	\$15,000
TOTAL	\$1,625,867	\$0	\$644,270	\$428,844	\$333,526	\$1,406,639	\$219,228
SCHOOL SITE	BUDGET	EXPENSED Sep.1/98 to Aug.31/17	EXPENSED 2017 - 18	EXPENSED 2018 - 19	Commitments 2018 - 19	TOTAL EXPENSED	
Site		\$0	\$0	\$0	\$0	\$0	
Site Improvements		\$0	\$0	\$0	\$0	\$0	
Professional Fees-EDC-Site		\$0	\$0	\$0	\$0	\$0	
Bridge Financing		\$0	\$0	\$0	\$0	\$0	
TOTAL	\$0	\$0	\$0	\$0	\$0	\$0	
PROJECT TOTAL	\$1,625,867	\$0	\$644,270	\$428,844	\$333,526	\$1,406,639	
FUNDING	BUDGET	EXPENSED Sep.1/98 to Aug.31/17	EXPENSED 2017 - 18	EXPENSED 2018 - 19	Commitments 2018 - 19	TOTAL	
BUILDING							
Short Term Financing (Investment)		\$0	\$0	\$0	\$0	\$0	
Funding - Minor TCA		\$0	\$0	\$0	\$0	\$0	
Funding - Child Care Capital		\$0	\$0	\$0	\$0	\$0	
Funding - Child and Family Program Capital		\$0	\$0	\$0	\$0	\$0	
Funding - Capital Priorities		\$0	\$644,270	\$428,844	\$333,526	\$1,406,639	
Funding - Capitalized Interest		\$0	\$0	\$0	\$0	\$0	
SITE							
Education Development Charge - Applied		\$0	\$0	\$0	\$0	\$0	
Long Term Financing - Debenture		\$0	\$0	\$0	\$0	\$0	
Short Term Financing (Investment)		\$0	\$0	\$0	\$0	\$0	
TOTAL	\$0	\$0	\$644,270	\$428,844	\$333,526	\$1,406,639	
Unfinanced Commitments						\$0	

HALTON CATHOLIC DISTRICT SCHOOL BOARD
St. Mark Catholic Elementary School
Child Care Centre

SCHOOL BUILDING	BUDGET (ESTIMATE)	EXPENSED Sep.1/98 to Aug.31/17	EXPENSED 2017 - 18	EXPENSED 2018 - 19	Commitments 2018 - 19	TOTAL EXPENSED and Commitments	AVAILABLE BALANCE
Building							
Construction	\$1,688,880	\$0	\$648,677	\$510,990	\$426,097	\$1,585,764	\$103,116
Professional Fees	\$152,000	\$0	\$118,236	\$0	\$28,003	\$146,239	\$5,761
Inspections, Soil test, Surveys	\$50,000	\$0	\$2,363	\$0	\$0	\$2,363	\$47,637
Building Permit Fees	\$50,000	\$0	\$50,703	\$0	\$0	\$50,703	(\$703)
Contingencies	\$28,000	\$0	\$0	\$0	\$0	\$0	\$28,000
Sub-total Building	\$1,968,880	\$0	\$819,979	\$510,990	\$454,100	\$1,785,069	\$183,811
Furniture & Equipment	\$88,133	\$0	\$0	\$0	\$2,247	\$2,247	\$85,887
Computer & Technology Equipment	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Sub-total Furniture & Equipment	\$88,133	\$0	\$0	\$0	\$2,247	\$2,247	\$85,887
Bridge Financing (Interest)	\$20,000	\$0	\$0	\$0	\$0	\$0	\$20,000
TOTAL	\$2,077,013	\$0	\$819,979	\$510,990	\$456,346	\$1,787,315	\$289,698
SCHOOL SITE	BUDGET	EXPENSED Sep.1/98 to Aug.31/17	EXPENSED 2017 - 18	EXPENSED 2018 - 19	Commitments 2018 - 19	TOTAL EXPENSED	
Site		\$0	\$0	\$0	\$0	\$0	
Site Improvements		\$0	\$0	\$0	\$0	\$0	
Professional Fees-EDC-Site		\$0	\$0	\$0	\$0	\$0	
Bridge Financing		\$0	\$0	\$0	\$0	\$0	
TOTAL	\$0	\$0	\$0	\$0	\$0	\$0	
PROJECT TOTAL	\$2,077,013	\$0	\$819,979	\$510,990	\$456,346	\$1,787,315	
FUNDING	BUDGET	EXPENSED Sep.1/98 to Aug.31/17	EXPENSED 2017 - 18	EXPENSED 2018 - 19	Commitments 2018 - 19	TOTAL	
BUILDING							
Short Term Financing (Investment)		\$0	\$0	\$0	\$0	\$0	
Funding - Minor TCA		\$0	\$0	\$0	\$0	\$0	
Funding - Child Care Capital		\$0	\$657,809	\$158,907	\$456,346	\$1,273,062	
Funding - Child and Family Program Capital		\$0	\$162,170	\$352,083	\$0	\$514,253	
Funding - Capital Priorities		\$0	\$0	\$0	\$0	\$0	
Funding - Capitalized Interest		\$0	\$0	\$0	\$0	\$0	
SITE							
Education Development Charge - Applied		\$0	\$0	\$0	\$0	\$0	
Long Term Financing - Debenture		\$0	\$0	\$0	\$0	\$0	
Short Term Financing (Investment)		\$0	\$0	\$0	\$0	\$0	
TOTAL	\$0	\$0	\$819,979	\$510,990	\$456,346	\$1,787,315	
Unfinanced Commitments						\$0	

HALTON CATHOLIC DISTRICT SCHOOL BOARD
Bishop P.F. Reding Catholic Secondary School
Classroom Addition

SCHOOL BUILDING	BUDGET (ESTIMATE)	EXPENSED Sep.1/98 to Aug.31/17	EXPENSED 2017 - 18	EXPENSED 2018 - 19	Commitments 2018 - 19	TOTAL EXPENSED and Commitments	AVAILABLE BALANCE
Building							
Construction	\$18,000,036	\$0	\$11,733	\$0	\$0	\$11,733	\$17,988,303
Professional Fees	\$1,150,000	\$0	\$266,668	\$121,905	\$710,464	\$1,099,037	\$50,963
Inspections, Soil test, Surveys	\$200,000	\$0	\$0	\$0	\$0	\$0	\$200,000
Building Permit Fees	\$200,000	\$0	\$63,176	\$2,047	\$0	\$65,223	\$134,777
Contingencies	\$400,000	\$0	\$0	\$0	\$0	\$0	\$400,000
Sub-total Building	\$19,950,036	\$0	\$341,577	\$123,952	\$710,464	\$1,175,993	\$18,774,043
Furniture & Equipment	\$180,000	\$0	\$0	\$0	\$0	\$0	\$180,000
Computer & Technology Equipment	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Sub-total Furniture & Equipment	\$180,000	\$0	\$0	\$0	\$0	\$0	\$180,000
Bridge Financing (Interest)	\$180,000	\$0	\$0	\$0	\$0	\$0	\$180,000
TOTAL	\$20,310,036	\$0	\$341,577	\$123,952	\$710,464	\$1,175,993	\$19,134,043
SCHOOL SITE	BUDGET	EXPENSED Sep.1/98 to Aug.31/17	EXPENSED 2017 - 18	EXPENSED 2018 - 19	Commitments 2018 - 19	TOTAL EXPENSED	
Site		\$0	\$0	\$0	\$0	\$0	
Site Improvements		\$0	\$0	\$0	\$0	\$0	
Professional Fees-EDC-Site		\$0	\$0	\$0	\$0	\$0	
Bridge Financing		\$0	\$0	\$0	\$0	\$0	
TOTAL	\$0	\$0	\$0	\$0	\$0	\$0	
PROJECT TOTAL	\$20,310,036	\$0	\$341,577	\$123,952	\$710,464	\$1,175,993	
FUNDING	BUDGET	EXPENSED Sep.1/98 to Aug.31/17	EXPENSED 2017 - 18	EXPENSED 2018 - 19	Commitments 2018 - 19	TOTAL	
BUILDING							
Short Term Financing (Investment)		\$0	\$0	\$0	\$0	\$0	
Funding - Minor TCA		\$0	\$0	\$0	\$0	\$0	
Funding - Child Care Capital		\$0	\$0	\$0	\$0	\$0	
Funding - Child and Family Program Capital		\$0	\$0	\$0	\$0	\$0	
Funding - Capital Priorities		\$0	\$341,577	\$123,952	\$710,464	\$1,175,993	
Funding - Capitalized Interest		\$0	\$0	\$0	\$0	\$0	
SITE							
Education Development Charge - Applied		\$0	\$0	\$0	\$0	\$0	
Long Term Financing - Debenture		\$0	\$0	\$0	\$0	\$0	
Short Term Financing (Investment)		\$0	\$0	\$0	\$0	\$0	
TOTAL	\$0	\$0	\$341,577	\$123,952	\$710,464	\$1,175,993	
Unfinanced Commitments						\$0	

HALTON CATHOLIC DISTRICT SCHOOL BOARD
St. Peter Catholic Elementary School
Child Care Centre

SCHOOL BUILDING	BUDGET	EXPENSED Sep.1/98 to Aug.31/17	EXPENSED 2017 - 18	EXPENSED 2018 - 19	Commitments 2018 - 19	TOTAL EXPENSED and Commitments	AVAILABLE BALANCE
	(ESTIMATE)						
Building							
Construction	\$2,151,270	\$0	\$0	\$0	\$0	\$0	\$2,151,270
Professional Fees	\$195,000	\$0	\$52,357	\$19,155	\$122,592	\$194,104	\$896
Inspections, Soil test, Surveys	\$30,000	\$0	\$9,348	\$0	\$0	\$9,348	\$20,652
Building Permit Fees	\$30,000	\$0	\$5,770	\$23,435	\$0	\$29,206	\$795
Contingencies	\$30,000	\$0	\$0	\$0	\$0	\$0	\$30,000
Sub-total Building	\$2,436,270	\$0	\$67,475	\$42,590	\$122,592	\$232,657	\$2,203,613
Furniture & Equipment	\$135,000	\$0	\$0	\$0	\$0	\$0	\$135,000
Computer & Technology Equipment	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Sub-total Furniture & Equipment	\$135,000	\$0	\$0	\$0	\$0	\$0	\$135,000
Bridge Financing (Interest)	\$35,000	\$0	\$0	\$0	\$0	\$0	\$35,000
TOTAL	\$2,606,270	\$0	\$67,475	\$42,590	\$122,592	\$232,657	\$2,373,613
SCHOOL SITE	BUDGET	EXPENSED Sep.1/98 to Aug.31/17	EXPENSED 2017 - 18	EXPENSED 2018 - 19	Commitments 2018 - 19	TOTAL EXPENSED	
Site		\$0	\$0	\$0	\$0	\$0	
Site Improvements		\$0	\$0	\$0	\$0	\$0	
Professional Fees-EDC-Site		\$0	\$0	\$0	\$0	\$0	
Bridge Financing		\$0	\$0	\$0	\$0	\$0	
TOTAL	\$0	\$0	\$0	\$0	\$0	\$0	
PROJECT TOTAL	\$2,606,270	\$0	\$67,475	\$42,590	\$122,592	\$232,657	
FUNDING	BUDGET	EXPENSED Sep.1/98 to Aug.31/17	EXPENSED 2017 - 18	EXPENSED 2018 - 19	Commitments 2018 - 19	TOTAL	
BUILDING							
Short Term Financing (Investment)		\$0	\$0	\$0	\$0	\$0	
Funding - Minor TCA		\$0	\$0	\$0	\$0	\$0	
Funding - Child Care Capital		\$0	\$67,475	\$42,590	\$122,592	\$232,657	
Funding - Child and Family Program Capital		\$0	\$0	\$0	\$0	\$0	
Funding - Capital Priorities		\$0	\$0	\$0	\$0	\$0	
Funding - Capitalized Interest		\$0	\$0	\$0	\$0	\$0	
SITE							
Education Development Charge - Applied		\$0	\$0	\$0	\$0	\$0	
Long Term Financing - Debenture		\$0	\$0	\$0	\$0	\$0	
Short Term Financing (Investment)		\$0	\$0	\$0	\$0	\$0	
TOTAL	\$0	\$0	\$67,475	\$42,590	\$122,592	\$232,657	
Unfinanced Commitments						\$0	

HALTON CATHOLIC DISTRICT SCHOOL BOARD
Assumption Catholic Secondary School
Classroom Addition

SCHOOL BUILDING	BUDGET (ESTIMATE)	EXPENSED Sep.1/98 to Aug.31/17	EXPENSED 2017 - 18	EXPENSED 2018 - 19	Commitments 2018 - 19	TOTAL EXPENSED and Commitments	AVAILABLE BALANCE
Building							
Construction	\$12,037,963	\$0	\$4,878	\$0	\$0	\$4,878	\$12,033,085
Professional Fees	\$1,207,860	\$0	\$212,345	\$364,416	\$602,932	\$1,179,693	\$28,168
Inspections, Soil test, Surveys	\$135,680	\$0	\$6,155	\$0	\$0	\$6,155	\$129,525
Building Permit Fees	\$117,840	\$0	\$28,344	\$439	\$0	\$28,783	\$89,057
Contingencies	\$100,000	\$0	\$0	\$0	\$0	\$0	\$100,000
Sub-total Building	\$13,599,344	\$0	\$251,722	\$364,855	\$602,932	\$1,219,509	\$12,379,835
Furniture & Equipment	\$294,600	\$0	\$0	\$0	\$0	\$0	\$294,600
Computer & Technology Equipment	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Sub-total Furniture & Equipment	\$294,600	\$0	\$0	\$0	\$0	\$0	\$294,600
Bridge Financing (Interest)	\$106,056	\$0	\$0	\$0	\$0	\$0	\$106,056
TOTAL	\$14,000,000	\$0	\$251,722	\$364,855	\$602,932	\$1,219,509	\$12,780,491
SCHOOL SITE	BUDGET	EXPENSED Sep.1/98 to Aug.31/17	EXPENSED 2017 - 18	EXPENSED 2018 - 19	Commitments 2018 - 19	TOTAL EXPENSED	
Site		\$0	\$0	\$0	\$0	\$0	
Site Improvements		\$0	\$0	\$0	\$0	\$0	
Professional Fees-EDC-Site		\$0	\$0	\$0	\$0	\$0	
Bridge Financing		\$0	\$0	\$0	\$0	\$0	
TOTAL	\$0	\$0	\$0	\$0	\$0	\$0	
PROJECT TOTAL	\$14,000,000	\$0	\$251,722	\$364,855	\$602,932	\$1,219,509	
FUNDING	BUDGET	EXPENSED Sep.1/98 to Aug.31/17	EXPENSED 2017 - 18	EXPENSED 2018 - 19	Commitments 2018 - 19	TOTAL	
BUILDING							
Short Term Financing (Investment)		\$0	\$0	\$0	\$0	\$0	
Funding - Minor TCA		\$0	\$0	\$0	\$0	\$0	
Funding - Proceeds of Disposition		\$0	\$251,722	\$364,855	\$602,932	\$1,219,509	
Funding - Child and Family Program Capital		\$0	\$0	\$0	\$0	\$0	
Funding - Capital Priorities		\$0	\$0	\$0	\$0	\$0	
Funding - Capitalized Interest		\$0	\$0	\$0	\$0	\$0	
SITE							
Education Development Charge - Applied		\$0	\$0	\$0	\$0	\$0	
Long Term Financing - Debenture		\$0	\$0	\$0	\$0	\$0	
Short Term Financing (Investment)		\$0	\$0	\$0	\$0	\$0	
TOTAL	\$0	\$0	\$251,722	\$364,855	\$602,932	\$1,219,509	
Unfinanced Commitments						\$0	

Debenture Financing Summary

As at August 31, 2019

Project	Total Expensed + Commitments	Debenture Issued Sinking Fund	Debenture Issued Amortizer	Total Debentures Issued	Other Financing	Under (Over) Debentured
Debenture Financing Summary (OSBFC Issue #1) - 2000 - A1 at 7.2% due June 9, 2025						
Ascension Elementary	3,160,703	-	3,189,000	3,189,000	-	(28,297)
Holy Rosary Elementary (Milton)	5,356,378	-	5,250,000	5,250,000	-	106,378
St. Patrick Elementary	3,716,647	-	2,238,000	2,238,000	1,444,065	34,582
St. Francis of Assisi Elementary	3,669,902	-	3,669,000	3,669,000		902
Notre Dame Secondary	1,039,404	-	868,000	868,000		171,404
Mother Teresa Elementary	6,874,383	-	6,883,000	6,883,000		(8,617)
Total	23,817,417	\$ -	\$ 22,097,000	\$ 22,097,000	\$ 1,444,065	\$ 276,352
Outstanding Debenture balance as at period ending August 31, 2018			\$ 10,404,308	\$ 10,404,308		
Principal repayment for 2018/19			\$ 1,190,200	\$ 1,190,200		
Interest repayment for 2018/19			\$ 728,065	\$ 728,065		
Debenture Financing Summary (OSBFC Issue #2) - 2000 - A2 at 6.3% due September 22, 2010						
St. Andrew Elementary	7,255,509	7,253,000	-	7,253,000	-	2,509
Sacred Heart of Jesus Elementary	7,010,277	7,030,000	-	7,030,000	-	(19,723)
L.E.I.P.	8,866,538	10,500,000	-	10,500,000	-	(1,633,462)
St. Paul Elementary	1,573,776	1,800,000	-	1,800,000	-	(226,224)
St. Raphael Elementary	1,919,238	1,900,000	-	1,900,000	-	19,238
St. Vincent Elementary	1,159,421	1,250,000	-	1,250,000	-	(90,579)
St. Joseph Elementary (Acton)	2,211,231	2,275,000	-	2,275,000	-	(63,769)
Assumption Secondary	4,734,987	4,800,000	-	4,800,000	-	(65,013)
Total	34,730,977	\$ 36,808,000	\$ -	\$ 36,808,000	\$ -	\$ (2,077,023)
OFA Debenture - 2010 FO5 at 3.942% due September 19, 2025 (Refinancing of Sinking Fund)						
Outstanding Debenture balance as at period ending August 31, 2018		\$ -	16,380,387	\$ 16,380,387		
Principal repayment for 2018/19		\$ -	1,962,856	\$ 1,962,856		
Interest repayment for 2018/19		\$ -	626,560	\$ 626,560		
Debenture Financing Summary (OSBFC Issue #3) - 2001 - A1 (\$19,889,010) at 5.9% due October 19, 2011						
Debenture Financing Summary (OSBFC Issue #3) - 2001 - A3 (\$61,465,990) at 6.55% due October 19, 2026						
St. Catherine of Alexandria Elementary	7,914,532	120,000	7,700,000	7,820,000	-	94,532
Christ the King Secondary	25,758,453	895,000	23,900,000	24,795,000	-	963,453
Holy Trinity Secondary	26,419,175	1,000,000	25,900,000	26,900,000	-	(480,825)
Holy Rosary Elementary (Burlington)	2,305,896	2,500,000	-	2,500,000	-	(194,104)
St. Mark Elementary	402,630	400,000	-	400,000	-	2,630
St. John Elementary (Oakville)	285,471	400,000	-	400,000	-	(114,529)
Our Lady of Victory Elementary	2,265,547	1,800,000	-	1,800,000	-	465,547
St. Elizabeth Seton Elementary	7,137,082	4,154,010	3,965,990	8,120,000	-	(982,918)
St. Joan of Arc Elementary	7,704,963	8,620,000	-	8,620,000	-	(915,037)
Total	80,193,749	\$ 19,889,010	\$ 61,465,990	\$ 81,355,000	\$ -	\$ (1,161,251)
Outstanding Debenture balance as at period ending August 31, 2018		\$ -	\$ 32,392,869	\$ 32,392,869		
Principal repayment for 2018/19		\$ -	\$ 2,956,136	\$ 2,956,136		
Interest repayment for 2018/19		\$ -	\$ 2,074,106	\$ 2,074,106		
OFA Debenture - 2011 FO6 at 2.425% due November 15, 2021 (Refinancing of Sinking Fund)						
Outstanding Debenture balance as at period ending August 31, 2018		\$ -	4,798,644	\$ 4,798,644		
Principal repayment for 2018/19		\$ -	1,329,985	\$ 1,329,985		
Interest repayment for 2018/19		\$ -	108,353	\$ 108,353		

Debenture Financing Summary

As at August 31, 2019

Project	Total Expensed + Commitments	Debenture Issued Sinking Fund	Debenture Issued Amortizer	Total Debentures Issued	Other Financing	Under (Over) Debentured
Debenture Financing Summary (OSBFC Issue #5) - 2003 - A1 (\$3,842,030) at 5.3% due November 7, 2013						
Debenture Financing Summary (OSBFC Issue #5) - 2003 - A2 (\$4,957,970) at 5.8% due November 7, 2028						
Guardian Angels Elementary	8,134,843	3,842,030	4,957,970	8,800,000	-	(665,157)
Total	8,134,843	\$ 3,842,030	\$ 4,957,970	\$ 8,800,000	\$ -	\$ (665,157)
Outstanding Debenture balance as at period ending August 31, 2018		\$ -	\$ 2,942,503	\$ 2,942,503		
Principal repayment for 2018/19		\$ -	\$ 210,445	\$ 210,445		
Interest repayment for 2018/19		\$ -	\$ 167,657	\$ 167,657		
Debenture Financing Summary (OSBFC Issue #9) - 2007 - A1 at 5.376% due June 25, 2032						
St. John Paul II Elementary	8,600,943	-	9,900,000	9,900,000	-	(1,299,057)
St. Anthony of Padua Elementary	-	-	10,200,000	10,200,000	-	(10,200,000)
St. Christopher Elementary	-	-	9,900,000	9,900,000	-	(9,900,000)
Christ the King Secondary- Addition	1,786,025	-	2,000,000	2,000,000		(213,975)
Total	10,386,968	\$ -	\$ 32,000,000	\$ 32,000,000	\$ -	\$ (21,613,032)
Outstanding Debenture balance as at period ending August 31, 2018		\$ -	\$ 22,835,762	\$ 22,835,762		
Principal repayment for 2018/19		\$ -	\$ 1,129,396	\$ 1,129,396		
Interest repayment for 2018/19		\$ -	\$ 1,212,673	\$ 1,212,673		
November 15, 2006 - OFA 2006 F06 - Debenture Financing Summary (GPL-Stage 1-Part 1) - at 4.56% due Nov.15, 2032						
Holy Rosary Elementary (Burlington)	225,391	-	225,391	225,391	-	-
St. Marguerite Elementary	381,535	-	381,535	381,535	-	0
Our Lady of Peace Elementary	588,854	-	588,854	588,854	-	0
St. John Elementary (Oakville) - Roof Replacement	177,777	-	250,000	250,000	-	(72,223)
Notre Dame Secondary - Roof Replacement	2,239,710	-	2,200,000	2,200,000	-	39,710
Bishop Reding Secondary - Roof Replacement	350,605	-	450,000	450,000	-	(99,395)
Notre Dame Secondary - Front Drive Asphalt	180,404					180,404
Canadian Martyrs Elementary - Asphalt	44,838					44,838
Loyola Secondadry - Asphalt	87,463					87,463
Total	4,276,577	\$ -	\$ 4,095,780	\$ 4,095,780	\$ -	\$ 180,797
Outstanding Debenture balance as at period ending August 31, 2018		\$ -	\$ 467,562	\$ 467,562		
Principal repayment for 2018/19		\$ -	\$ 25,732	\$ 25,732		
Interest repayment for 2018/19		\$ -	\$ 21,031	\$ 21,031		
March 3, 2008 - OFA 2008 F02 - Debenture Financing Summary (GPL-Stage 1-Part 2) - at 4.90% due May 15, 2034						
Outstanding Debenture balance as at period ending August 31, 2018		\$ -	\$ 367,322	\$ 367,322		
Principal repayment for 2018/19		\$ -	\$ 17,405	\$ 17,405		
Interest repayment for 2018/19		\$ -	\$ 17,788	\$ 17,788		
April 14, 2010 - OFA 2010 F02 - Debenture Financing Summary (GPL-Stage 1-Part 3 and GPL Stages 2, 3 and 4) - at 5.182% due April 13, 2035						
Outstanding Debenture balance as at period ending August 31, 2018		\$ -	\$ 2,334,084	\$ 2,334,084		
Principal repayment for 2018/19		\$ -	\$ 88,704	\$ 88,704		
Interest repayment for 2018/19		\$ -	\$ 120,974	\$ 120,974		
March 12, 2014 - OFA 2014 F02 - Debenture Financing Summary (GPL-Stage 4) - at 4.003% due March 11, 2039						
Outstanding Debenture balance as at period ending August 31, 2018		\$ -	\$ 162,292	\$ 162,292		
Principal repayment for 2018/19		\$ -	\$ 5,118	\$ 5,118		
Interest repayment for 2018/19		\$ -	\$ 6,446	\$ 6,446		

Debenture Financing Summary

As at August 31, 2019

Project	Total Expensed + Commitments	Debenture Issued Sinking Fund	Debenture Issued Amortizer	Total Debentures Issued	Other Financing	Under (Over) Debentured
May 15, 2008 - OFA 2008 F03 - Debenture Financing Summary (Best Start) - at 4.83% due May 15, 2034						
St. Christopher Elementary	750,000	-	750,000	750,000	-	-
Total	750,000	\$ -	\$ 750,000	\$ 750,000	\$ -	\$ -
Outstanding Debenture balance as at period ending August 31, 2018		\$ -	\$ 547,510	\$ 547,510		
Principal repayment for 2018/19		\$ -	\$ 26,081	\$ 26,081		
Interest repayment for 2018/19		\$ -	\$ 26,134	\$ 26,134		
March 13, 2009 - OFA 2009 F02 - Debenture Financing Summary (Growth Schools) - at 5.062% due March 13, 2034						
Corpus Christi Secondary	32,837,311	-	25,530,692	25,530,692	-	7,306,619
Total	32,837,311	\$ -	\$ 25,530,692	\$ 25,530,692	\$ -	\$ 7,306,619
Outstanding Debenture balance as at period ending August 31, 2018		\$ -	\$ 19,631,102	\$ 19,631,102		
Principal repayment for 2018/19		\$ -	\$ 834,679	\$ 834,679		
Interest repayment for 2018/19		\$ -	\$ 983,296	\$ 983,296		
March 13, 2009 - OFA 2009 F02 - Debenture Financing Summary (PCS) - at 5.062% due March 13, 2034						
St. Christopher Elementary	8,726,499		792,190	792,190	-	7,934,309
St. Anthony of Padua Elementary	9,231,309	-	924,453	924,453	-	8,306,856
Total	17,957,808	\$ -	\$ 1,716,643	\$ 1,716,643	\$ -	\$ 16,241,165
Outstanding Debenture balance as at period ending August 31, 2018		\$ -	\$ 1,319,964	\$ 1,319,964		
Principal repayment for 2018/19		\$ -	\$ 56,123	\$ 56,123		
Interest repayment for 2018/19		\$ -	\$ 66,115	\$ 66,115		
April 14, 2010 - OFA 2010 F02 - Debenture Financing Summary (Growth Schools and PCS) - at 5.182% due April 13, 2035						
St. Peter Elementary	10,748,401		6,221,759	6,221,759	-	4,526,642
Our Lady of Fatima Elementary	10,298,651	-	11,300,000	11,300,000	-	(1,001,349)
Total	21,047,052	\$ -	\$ 17,521,759	\$ 17,521,759	\$ -	\$ 3,525,293
Outstanding Debenture balance as at period ending August 31, 2018		\$ -	\$ 14,100,089	\$ 14,100,089		
Principal repayment for 2018/19		\$ -	\$ 535,855	\$ 535,855		
Interest repayment for 2018/19		\$ -	\$ 730,798	\$ 730,798		
March 09, 2012 - OFA 2012 F02 - Debenture Financing Summary (Growth Schools and NPP) - at 3.564% due March 9, 2037						
St. Thomas Aquinas Secondary	37,588,033		22,231,250	22,231,250	-	15,356,783
Lumen Christi Elementary	10,899,353	-	9,969,364	9,969,364	-	929,989
Total	48,487,386	\$ -	\$ 32,200,614	\$ 32,200,614	\$ -	\$ 16,286,772
Outstanding Debenture balance as at period ending August 31, 2018		\$ -	\$ 9,747,337	\$ 9,747,337		
Principal repayment for 2018/19		\$ -	\$ 371,420	\$ 371,420		
Interest repayment for 2018/19		\$ -	\$ 344,115	\$ 344,115		
March 12, 2014 - OFA 2014 F02 - Debenture Financing Summary (Loyola and Jean Vanier) - at 4.003% due March 11, 2039						
Jean Vanier Secondary	35,001,618		28,384,873	28,384,873	-	6,616,745
Loyola Secondary	22,858,950	-	4,863,086	4,863,086	-	17,995,864
Total	57,860,567	\$ -	\$ 33,247,959	\$ 33,247,959	\$ -	\$ 24,612,608
Outstanding Debenture balance as at period ending August 31, 2018		\$ -	\$ 29,836,163	\$ 29,836,163		
Principal repayment for 2018/19		\$ -	\$ 940,855	\$ 940,855		
Interest repayment for 2018/19		\$ -	\$ 1,185,019	\$ 1,185,019		

Debenture Financing Summary

As at August 31, 2019

Project	Total Expensed + Commitments	Debenture Issued Sinking Fund	Debenture Issued Amortizer	Total Debentures Issued	Other Financing	Under (Over) Debentured
March 11, 2015 - OFA 2015 F02 - Debenture Financing Summary (St. Brigid and St. Catherine - PCS) - at 2.993% due March 11, 2040						
St. Brigid Elementary FDK	1,262,726		697,884	697,884	-	564,842
St. Catherine Elementary FDK	1,990,641	-	1,151,772	1,151,772	-	838,869
Total	3,253,367	\$ -	\$ 1,849,656	\$ 1,849,656	\$ -	\$ 1,403,711
Outstanding Debenture balance as at period ending August 31, 2018		\$ -	\$ 1,691,488	\$ 1,691,488		
Principal repayment for 2018/19		\$ -	\$ 55,934	\$ 55,934		
Interest repayment for 2018/19		\$ -	\$ 50,211	\$ 50,211		

Grand Total	\$ 343,734,023	\$ 60,539,040	\$ 237,434,063	\$ 297,973,103	\$ 1,444,065	\$ 44,316,855
Outstanding Debenture balance as at period ending August 31, 2018		\$ -	\$ 169,959,384	\$ 169,959,384		
Principal repayment for 2018/19		\$ -	\$ 11,736,924	\$ 11,736,924		
Outstanding Debenture balance as at period ending August 31, 2019			\$ 158,222,460	\$ 158,222,460		
Interest repayment for 2018/19		\$ -	\$ 8,469,340	\$ 8,469,340		



Regular Board Meeting

Information Report

St. Michael Catholic Elementary School Addition Sketch Plan Design	Item 10.6
Tuesday, December 18, 2018	

Alignment to Strategic Plan

This report is linked to our strategic priority of **Achieving: Meeting the needs of all learners.** Educational experiences and opportunities are differentiated to support all learners.

Purpose

To present the Sketch Plan Design Book for the St. Michael Catholic Elementary School addition project in the Town of Oakville.

Background Information

On June 12, 2017, the Ministry issued Memorandum 2017:B7 Request for Capital Priorities Project Funding Submissions, directing school boards to submit their 2017 Capital Priorities funding requests for consideration by the Ministry no later than September 8, 2017. Ministry Memorandum 2017:B7 is attached for Trustee reference (Appendix "A").

Staff prepared a priority ranking of the proposed 2017 Capital Priorities Business Cases and Request of Early Year Capital Program (EYCP) submissions projects and presented Action Report 8.17 for Trustee approval at the June 20, 2017, Regular Meeting of the Board. To view the report, [Click Action Report 8.17](#). Subsequently, staff submitted to the Ministry the Board's 2017 Capital Priorities funding requests and the associated business cases for the top 8 projects, as approved by the Board.

Comments

On January 19, 2018, the Board was informed of the Ministry's approval of Capital Priorities funding for the new St. Michael Catholic Elementary School (formerly Oakville Northeast Catholic Elementary School) building addition. The Minister of Education, Indira Naidoo-Harris, made the announcement that



the Province of Ontario will fund the new addition to St. Michael School, as proposed by the Board. The Ministry approved a total funding allocation of approximately \$3,122,284 for the project. The addition was to include a 3-room child care centre, along with 1 new classroom space within the school portion of the building. The funding letter from the Ministry is attached for Trustee reference (Appendix “B”). Subsequently, the Board of trustees approved the project budget at the April 17, 2018, regular meeting of the Board. To view this report, [Click Action Report 8.5](#). A preliminary budget estimate for the project, itemizing the expected costs, is also attached for reference (Appendix “C”).

Hossack & Associates Architects has prepared a Sketch Plan Design Book, which summaries the preliminary project work for the St Michael Catholic Elementary School building addition and renovation project and is attached as Appendix D. The sketch plans document includes a description of the school design, the academic building program, preliminary school site and building information, schedule, site plan and floor plans.

Conclusion

The planning of the addition and renovation of St Michael Catholic Elementary School is underway. Project information including the school design, academic building program, site plan and floor plans have been summarized by Hossack & Associates Architects and are attached to this report.

Building permit submission and construction tendering for the project is expected to be completed in February 2019. Construction of the addition is anticipated to commence immediately after the conclusion of the tender process. The September 2019 occupancy date for the learning commons and childcare is an ambitious goal and is contingent on a number of factors, some beyond the control of the Board. Every effort will be made to achieve the September 2019 completion date.

Report Prepared by:	C. Abrahams Senior Manager, Capital Projects
Report Submitted by:	R. Merrick Superintendent, Facility Management Services
Report Approved by:	P. Daly Director of Education and Secretary of the Board

Ministry of Education**Office of the ADM**

Capital and Business Support Division
900 Bay Street
20th Floor, Mowat Block
Toronto ON M7A 1L2

Ministère de l'Éducation**Bureau du sous-ministre adjoint**

Division du soutien aux immobilisations et
aux affaires
900, rue Bay
20^e étage, Édifice Mowat
Toronto ON M7A 1L2

**2017: B7**

MEMORANDUM TO: Directors of Education
Children's Service Leads, Consolidated Municipal Service
Managers (CMSMs) and District Social Service
Administration Boards (DSSABs)

FROM: Josh Paul
Assistant Deputy Minister
Capital and Business Support Division

DATE: June 12, 2017

SUBJECT: Request for Capital Priorities Project Funding
Submissions

On behalf of the ministry team, I am writing to announce the launch of the 2017 Capital Priorities program. The Capital Priorities program provides school boards with an opportunity to identify their most urgent and pressing pupil accommodation needs. The ministry has allocated just over \$3 billion in capital funding through the Capital Priorities program since it began in 2011. The Capital Priorities program serves as the primary means for funding capital projects that address school boards' pupil accommodation needs including enrolment pressures, supporting the consolidation of underutilized facilities, providing facilities for French-language rights holders in under-served areas, and replacing facilities in poor repair.

Highlights/Summary Points

- The submission deadline for all capital funding requests is **September 8, 2017**.
- The 2017 Capital Priorities projects are required to open no later than the 2020-2021 school year.
- School boards may apply for capital funding support for the creation of new or renovated licensed child care spaces and child and family program in schools as part of a larger school capital project.
- The ministry will include joint-use school participation among its criteria in reviewing all project submissions.

- The ministry has capital funding to support the replacement of existing space for community partners in situations where the space will be lost due to the board's pupil accommodation activities.

Project Submissions

Capital Priorities

As with previous rounds of the Capital Priorities program, funding for Capital Priorities projects will be allocated on a business case basis for new schools, retrofits, and additions that need to be completed by the 2020-2021 school year. School boards are required to identify their ten highest and most urgent Capital Priorities and submit the associated business cases through the School Facilities Inventory System (SFIS) in order to be considered for funding approval.

With this spring's announcements of School Consolidation Capital funding approvals, the ministry completes its commitment to invest \$750 million to support improved utilization of school space through the reduction of surplus capacity. The ministry will continue to support consolidation projects through its annual Capital Priorities program.

The ministry is increasing its submission limit to ten projects to compensate for the completion of the School Consolidation Capital program which will have no further intakes.

School boards are required to submit their completed Capital Priorities business cases by **September 8, 2017**. The ministry **will not** accept business cases after this date.

Child Care Centres in Schools

In Memo **2017:B06 Request for Early Years Capital Program Funding Submissions**, the ministry announced details of the 2017-18 Early Years Capital Program (EYCP) in support of the government's Renewed Early Years and Child Care Policy Framework. The Framework aims to ensure that all children and families have access to a range of high-quality, inclusive, and affordable early years and child care programs and services that are responsive to the needs of families. This plan will create access to licensed child care for 100,000 more children aged 0 to 4 years old over the next five years. To support this commitment, the government is investing up to \$1.6 billion in capital funding for child care capital builds and retrofits to support the creation of licensed child care spaces in schools, the broader public sector, and community locations for children aged 0-4 years.

With support from their local Consolidated Municipal Service Managers (CMSMs) and District Social Services Administration Boards (DSAABs), school boards have an opportunity to request capital funding support for the creation of new child care spaces or child and family program projects that are associated with a larger school capital project through this round of the Capital Priorities program.

For child care spaces and child and family programs associated with a Capital Priorities project request, school boards must submit a request for capital funding support for these projects by completing and attaching a *Joint Submission - Capital Funding for Child Care and Child and Family Programs* to their Capital Priorities business case. Please see memo **2017:B06 Request for Early Years Capital Program Funding Submissions** for additional details.

School boards are required to submit their completed Early Years Joint Submissions by **September 8, 2017**. The ministry **will not** accept Early Years Joint Submissions after this date.

Joint-Use Capital Projects

The ministry encourages all school boards to consider collaborative capital project arrangements between school boards. This includes maximizing the opportunities of co-location, particularly in rural, northern and small communities.

In the current 2016-17 school year, the ministry has committed dedicated funding to assist school boards in pursuing joint-use school opportunities between boards. This funding is being allocated:

- to support boards with facilitation and joint planning towards the potential development of joint-use school proposals (the Joint-Use Schools Seed Funding Program), and
- on studies being commissioned by the ministry to highlight joint-use experiences and develop a joint-use toolkit that can be used to assist boards in developing joint-use schools. The ministry expects to receive these studies this Fall.

Since 2013, the ministry has prioritized joint-use projects as part of the Capital Priorities program, however, while there are approximately 4,900 schools in Ontario, only 37 are currently joint-use arrangements.

Therefore, going forward, the ministry will be reviewing all capital proposals submitted by boards for ministry funding for new schools, additions or consolidation projects to ensure joint-use opportunities between boards have been explored before funding is granted.

School boards seeking Capital Priorities funding approval must:

- Document efforts made to explore joint-use opportunities for each capital project funding request as part of the business case submissions;
- Demonstrate a willingness to participate with co-terminous school boards in joint-use school opportunities;
- For joint-use school proposals, both boards must include the project as part of their Capital Priorities submission; and
- For joint-use school proposals, explain the role of the joint-use school on expected improvements to student programming and operational efficiency.

Joint-Use Seed Funding Program

The Joint-Use Schools Seed Funding program is available to school boards to encourage the development of more joint-use schools between two or more school boards. Successful applicants will receive \$20,000 in operating funding, per school board, to support the development of a joint-use school project. The ministry will accept applications at any time throughout the year.

Community Hub Projects

In addition to partnerships with other school boards, the ministry also encourages school boards to consider collaborative capital project arrangements between school boards and community partners. New community partners must provide any required capital funding for the project, and the project must not result in any additional operating costs for the school board.

The Replacement Space Funding is available to fund the capital costs of relocating an existing community hub from one school (operating or non-operating) to another school in circumstances where the original school is:

- To be closed or sold, or
- Facing accommodation pressure.

In situations where the original school is facing accommodation pressure, Replacement Space Funding will be restricted to schools where the footprint of the original school cannot be expanded.

Funding will be allocated on a business case basis, jointly submitted by both the school board and the community partner. Boards are to submit supplemental documents with their Capital Priorities Business Case including a description of the community partner and their services, an explanation of the capital requirements and capital cost estimate, and a commitment from the community partner to provide operating funding for the space (include amount).

Community partners that align with the priorities and goals of the ministry (e.g. child and family programs, child mental health, French language services, post-secondary programs, etc.) will be prioritized. Any community partner that provides competing educational services is not eligible for Replacement Space Funding.

Eligibility and Evaluation Criteria

As in previous rounds of Capital Priorities, school boards are to submit business cases through the School Facilities Inventory System (SFIS) system. School boards will be able to access the Capital Priorities submission templates in SFIS beginning June 22, 2017. School boards can save their work in progress; however, once school boards submit their business cases, their submissions will be locked from further editing. School boards will only be able to modify their business cases by requesting that their Capital Analyst (Appendix A) unlock the submission.

Eligible Project Categories

Projects eligible for funding consideration for this round of the Capital Priorities program must meet one or more of the following category descriptions:

- 1) Enrolment Pressure: Projects will accommodate pupils where enrolment is currently or is projected to persistently exceed capacity at a school or within a group of schools, and students are currently housed in non-permanent space (e.g., portables).
- 2) School Consolidations: Projects that support the reduction of excess capacity in order to decrease operating and renewal costs and address renewal need backlogs. These projects may also provide other benefits such as improved program offerings, accessibility or energy efficiency. Projects linked to an accommodation review must have a final trustee decisions on the outcome of the pupil accommodation review by **September 29, 2017**.
- 3) Facility Condition: Projects will replace schools that have higher renewal needs than the cost of constructing an appropriately sized new facility.
- 4) French-language Accommodation: Projects will provide access to French-language facilities where demographics warrant. Such projects will only be considered eligible if the school board can demonstrate that there is a sufficient French-language population not being served by an existing French-language school facility.

Projects matching the following descriptions should not be submitted as Capital Priorities:

- Projects related to only addressing an accommodation pressure of a specialized or alternative program such as French Immersion;
- Projects for additional child care or child and family program space that is not associated with a priority school project;
- Projects for new, non-replacement space to support a community partner;
- Projects that have been previously funded by either the ministry or the school board; and
- Projects that should be funded through renewal funding, including program enhancements and projects related to only addressing current and/or proposed changes to the *Accessibility for Ontarians with Disabilities Act* (AODA).

If a school board has previously submitted a project for Capital Priorities or School Consolidation Capital funding and did not receive ministry funding, please refer to the ministry's comments when considering whether or not to re-submit the project. Please contact your Capital Analyst (Appendix A) for further clarification.

Project Evaluation

The ministry will assess all proposed projects using project-specific quantitative and qualitative measures depending upon the category of project.

For Accommodation Pressures and French-Language Accommodation projects:

- Assessments will be based on school-level capacity ratings, historical enrolment trends, enrolment forecasts, and geographic distribution of students; and
- Primary consideration will be given to projects in areas where accommodation needs are currently high with secondary consideration to projects in areas where accommodation needs are expected to be high in the next five to ten years.

For Facility Condition and School Consolidation projects:

- Assessments will be based on the projected operating and renewal savings and the removal of renewal backlog needs relative to the project cost; and
- Priorities will be given to projects with the highest expected Internal Rate of Return. This will be calculated using the expected cost of the project compared to the expected savings resulting from the project.

In addition to project specific assessments, the following school board performance measures will also be considered for all Capital Priorities project categories:

- School board's demonstrated willingness to participate with co-terminous school boards in joint-use school opportunities;
- School board's ability to build to ministry benchmark costs as evidenced by past projects;
- School board's ability to deliver projects within target timeframes as evidenced by past projects;
- School board's history of meeting the ministry's capital accountability measures (Appendix B);
- Enrolment and utilization trends for projects of the school board which have previously been funded; and
- Number of projects the school board currently has underway and the status of these projects in relation to approved funding and opening dates.

The ministry will expect that school boards will explore various options before submitting their business cases for a specific option. School boards must be able to identify the cost differentiation and considerations of various options.

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 new capital project funding approval if the ministry does not have an approved CAPT consistent with the school board's 2015-16 Financial Statement.

Ministry Contact

Capital Priorities Program

If you have any Capital Priorities program questions, or require additional information, please contact the Capital Analyst assigned to your school board (Appendix A) 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 Jeff O'Grady, Acting Manager, Capital Policy and Programs Branch at 416-325-2027 or at Jeff.OGrady@ontario.ca.

Communications Protocol

School boards are reminded to follow the ministry's communications protocol requirements for all ministry funded major capital construction projects as outlined in Appendix C.

Should you have any questions related to the communication requirements, please contact:

Dylan Franks, Senior Information Officer, Communications Branch at 416-325-2947 or Dylan.Franks@ontario.ca.

We look forward to working with you to identify and develop your future capital projects.

Original signed by:

Joshua Paul
Assistant Deputy Minister
Capital and Business Support Division

Appendices:

Appendix A: List of Ministry Capital Analysts
Appendix B: Capital Approval Process Chart
Appendix C: Communications Protocol Requirements

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 Service Administration Boards
Steven Reid, Director, Field Services Branch, Ministry of Education

Appendix A: 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	Kristin Grunenko	Kristin.Grunenko@ontario.ca	416-326-9959
10	Lambton Kent DSB	Kristin Grunenko	Kristin.Grunenko@ontario.ca	416-326-9959
11	Thames Valley DSB	Kristin Grunenko	Kristin.Grunenko@ontario.ca	416-326-9959
12	Toronto DSB	Lisa Bland	Lisa.Bland@ontario.ca	416-326-9921
13	Durham DSB	Shakufe Virani	Shakufe.Virani@onatario.ca	416-325-2805
14	Kawartha Pine Ridge DSB	Shakufe Virani	Shakufe.Virani@onatario.ca	416-325-2805
15	Trillium Lakelands DSB	Shakufe Virani	Shakufe.Virani@onatario.ca	416-325-2805
16	York Region DSB	Shakufe Virani	Shakufe.Virani@onatario.ca	416-325-2805
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	Sarosh Yousuf	Sarosh.Yousuf@ontario.ca	416-325-8059
21	Hamilton-Wentworth DSB	Matthew Anderson	Matthew.Anderson@ontario.ca	416-325-9796
22	DSB Niagara	Kristin Grunenko	Kristin.Grunenko@ontario.ca	416-326-9959
23	Grand Erie DSB	Kristin Grunenko	Kristin.Grunenko@ontario.ca	416-326-9959
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@onatario.ca	416-325-2805
28	Renfrew County DSB	Shakufe Virani	Shakufe.Virani@onatario.ca	416-325-2805
29	Hastings & Prince Edward DSB	Shakufe Virani	Shakufe.Virani@onatario.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

DSB	District School Board	Capital Analyst	Email	Phone
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
37	Windsor-Essex CDSB	Kristin Grunenko	Kristin.Grunenko@ontario.ca	416-326-9959
38	London DCSB	Kristin Grunenko	Kristin.Grunenko@ontario.ca	416-326-9959
39	St. Clair CDSB	Kristin Grunenko	Kristin.Grunenko@ontario.ca	416-326-9959
40	Toronto CDSB	Lisa Bland	Lisa.Bland@ontario.ca	416-326-9921
41	Peterborough VNCCDSB	Shakufe Virani	Shakufe.Virani@onatario.ca	416-325-2805
42	York CDSB	Shakufe Virani	Shakufe.Virani@onatario.ca	416-325-2805
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@onatario.ca	416-325-2805
46	Halton CDSB	Sarosh Yousuf	Sarosh.Yousuf@ontario.ca	416-325-8059
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	Kristin Grunenko	Kristin.Grunenko@ontario.ca	416-326-9959
51	Brant Haldimand Norfolk CDSB	Kristin Grunenko	Kristin.Grunenko@ontario.ca	416-326-9959
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@onatario.ca	416-325-2805
55	Algonquin & Lakeshore CDSB	Shakufe Virani	Shakufe.Virani@onatario.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 B: Capital Approval Process Chart

Capital Construction Approval Process Updated May 11, 2017		New Schools*		Additions*		Major Retrofits*		Early Years** (Child Care, Child & Family, FDK)
		Repeat Design	New Design	>50% or >\$3.0M	<50% and <\$3.0M	>50% or >\$3.0M	<50% and <\$3.0M	Individual Projects <\$250K
Pre-Design	Facility Space Template	Complete template with most recent adaptation (<5 years)	Board to submit template before hiring architect	Board to submit template before hiring architect	Not Required	Board to submit template before hiring architect	Not Required	Not Required
	Project Manager	Board to appoint a Project Manager (either internal staff or external resource). Board to notify Ministry of name and contact info.						
	Ministry Approval	Ministry must approve scope of project based upon submitted Space Template	Ministry must approve scope of project based upon submitted Space Template	Ministry must approve scope of project based upon submitted Space Template	Not Required	Ministry must approve scope of project based upon submitted Space Template	Not Required	Not Required
	GOAL	Board to retain an architect.						
Pre-Tender	Independent Cost Consultant Report	Board to submit final cost of recent adaptation (<5 years)	Board to submit an Independent Cost Consultant Report before issuing tender	Board to submit an Independent Cost Consultant Report before issuing tender	Not Required	Board to submit an Independent Cost Consultant Report before issuing tender	Not Required	Not Required
	Approval to Proceed (ATP) Request	Board's senior business official to submit the ATP Request Form confirming total estimated project costs does not exceed board's identified funding, including a floor plan approval letter for the child care component.						Not Required
	Capital Analysis & Planning Tool (CAPT)	Board to confirm that data entered in the CAPT for the requested project is in line with the data provided through the ATP Request Form.						Not Required
	Ministry Approval	Ministry's approval required before proceeding to tender. Approval based on identification of sufficient funding.						Not Required
	GOAL	Board to proceed to tender.						
Post-Tender	Tender exceed approved funding amount	Board to either identify additional funding available or make design changes to reduce the project cost. In either case, the board must demonstrate to the Ministry that sufficient funding is available to complete the project.						
	Tender meet approved funding amount	Board to accept tender bid. Important to ensure all project costs are identified and considered.						
Notes:	<ul style="list-style-type: none">Ministry approvals are not required for retrofits that are 100% funded through School Condition Improvement and Early Years Funding less than \$250K.Consultant to review the design, provide costing analysis and advice, and report on options to ensure cost containment. To be based on drawings that are at least 80% complete.50% determined by the following: (Estimated project cost / Latest construction benchmark value of the existing OTG (pre-construction) of the facility). <p>* If a child care component is included as part of the project, a floor plan approval letter issued by the Child Care Quality Assurance and Licensing Branch of the Ministry of Education must be submitted as part of the ATP request.</p> <p>** If a child care component is included as part of the project, a floor plan approval letter issued by the Child Care Quality Assurance and Licensing Branch of the Ministry of Education is still required.</p>							
Definitions:	Addition: Expansion of the gross floor area of a facility, including child care and child and family program rooms. Major Retrofit: Major structural renovation or reconstruction of the existing building envelop, including child care and child and family program rooms. It does not include expansion of the existing gross floor area. Any project that does expand the gross floor area, but is funded with Ministry funds or >\$1M in Accumulated Surplus is treated as a Major Retrofit.							

Appendix C: Communications Protocol Requirements: Public Communications and Events

All public announcements regarding capital investments in child care, child and family program and/or the publicly funded education system are joint communications opportunities for the provincial government, the school board, the Consolidated Municipal Service Manager/District Social Services Administration Board (CMSM/DSSAB), and community partners.

Public Communications

School boards, CMSMs/DSSABs, and community partners should not issue a news release or any other media-focussed public communication regarding major capital construction projects without publicly recognizing the Ministry of Education's role in funding the project. In addition, school boards, CMSMs/DSSABs, and community partners should contact the Ministry of Education to receive additional content for the media-focussed public communications, such as quotes from the minister(s).

The Ministry of Education may also choose to issue its own news release about various project milestones in addition to those prepared by school boards, CMSMs/DSSABs, and community partners. If the ministry chooses to do so, school boards, CMSMs/DSSABs, and community partners will be contacted to get quotes, as appropriate.

The intent of this protocol is to secure as much attention and media coverage for these events as possible. By doing so, we hope to help promote the role of all involved, including the Ministry of Education, school boards, CMSM/DSSABs, and community partners in bringing exciting new capital projects to benefit local communities.

Major Announcements and Events

Important: For all new school openings, or openings of major additions which includes child care and/or child and family programs and/or community hubs, the Minister of Education and the Minister Responsible for Early Years and Child Care must be invited as early as possible to the event. Invitations should be sent to information.met@ontario.ca. Where appropriate, the ministry's Regional Manager, Field Services Branch, in your area should be copied.

School boards, CMSMs/DSSABs, and community partners are not to proceed with their public events until they have received a response from the office of the Minister of Education or the office of the Minister Responsible for Early Years and Child Care regarding the invitation. School boards, CMSMs/DSSABs, and community partners will be notified within 15 business days of their opening event as to the ministers' attendance. Please note that if the date of your event changes at any time after the ministers have received the invitation, please advise us of the change at the same email address above.

If the Minister of Education or the Minister Responsible for Early Years and Child Care is unavailable, the invitation may be shared with a government representative who will contact your school board, CMSM/DSSAB, and/or community partner to coordinate the details (e.g., a joint announcement).

Note: School boards, CMSMs/DSSABs, and community partners are not expected to delay their announcements to accommodate the ministers or a Member of Provincial Parliament (MPP). The primary goal is to make sure that the ministers are aware of the announcement opportunity.

Other Events

For all other media-focussed public communications opportunities that are not major events, such as sod turnings for example, an invitation to your local event must be sent to the Minister of Education and the Minister Responsible for Early Years and Child Care by email (see above) with at least three weeks' notice. Again, please send a copy to the ministry's Regional Manager, Field Services Branch, in your area, where appropriate. Please note that if the date of your event changes at any time after the ministers have received the invitation, please confirm the change at the same email address above.

School boards, CMSMs/DSSABs, and community partners are not expected to delay these "other" events to accommodate the ministers. Only an invitation needs to be sent; a response is not mandatory to proceed.

This communications protocol does not replace school boards' existing partnership with the Ministry of Education's regional offices. Regional offices should still be regarded as school boards' primary point of contact for events and should be given updates in accordance with existing processes.

Acknowledgement of Support

You must acknowledge the support of the Government of Ontario in media-focussed communications of any kind, written or oral, relating to the agreement or the project. This could include but is not limited to, any report, announcement, speech, advertisement, publicity, promotional material, brochure, audio-visual material, web communications or any other public communications. For minor interactions on social media, or within social media such as Twitter, etc. where there is a tight restriction on content, government acknowledgement is not required. The same applies to reactive communications (e.g., media calls); however, if possible, such an acknowledgement is appreciated.

Signage

For all capital construction projects that exceed \$100,000, school boards will be required to display signage at the site of construction that identifies the support of the Government of Ontario. Signage will be provided to school boards by the Ministry of Education. School boards are then responsible for posting the signage in a prominent location. This should be done in a timely manner following the receipt of the signage. All signage production costs will be covered by the Ministry of Education, including the cost of distributing the signage to school boards.

Ministry of Education**Office of the ADM**

Capital and Business Support Division
900 Bay Street
20th Floor, Mowat Block
Toronto ON M7A 1L2

Ministère de l'Éducation**Bureau du sous-ministre adjoint**

Division du soutien aux immobilisations et
aux affaires
900, rue Bay
20^e étage, Édifice Mowat
Toronto ON M7A 1L2



March 13, 2018

Paula Dawson

Director of Education and Secretary of the Board
Halton Catholic District School Board
PO Box 5308
802 Drury Lane
Burlington ON L7R 3Y2

Dear Ms. Dawson,

I am writing to inform you that the Ministry of Education has completed its detailed review of the business case(s) your school board submitted for consideration under the 2017-18 Capital Priorities Grant funding program. As outlined in **Memorandum 2017:B7 – Request for Capital Priorities Project Funding Submissions**, business cases could have included requests for school capital funding, including funding for joint-use schools and community hub space, as well as capital funding to support the creation of new or renovated licensed child care spaces and EarlyON (child and family program) centres in schools as part of the larger school capital project.

Demand for funding through the 2017-18 Capital Priorities Program was significant. Altogether, 55 school boards submitted over 250 requests for funding consideration for school capital projects valued at approximately \$3.3 billion. In addition, 45 school boards submitted 180 requests for early years capital funding for the creation of 407 new or renovated child care rooms and 102 EarlyON centres.

I am pleased to inform you that the ministry has approved funding to support the following project(s) for your school board, as outlined in the table below:

Funding Allocation					
Project	Capital Priorities	Full Day Kindergarten	Child Care	EarlyON	Total
Bishop P.F. Reding CSS	\$18,073,020		\$2,057,016		\$20,130,036
St. Michael CES	\$1,579,522		\$1,542,762		\$3,122,284
Total	\$19,652,542		\$3,599,778		\$23,252,320

Please note that for the project(s) listed in the table above, the ministry has increased its funding benchmarks by two percent to recognize rising construction costs. This increase does not apply to any previously approved projects. Also, this benchmark increase does not apply to child care or EarlyON portions of the projects. The ministry's Expert Panel on Early Years Capital Standards is currently reviewing the benchmarks for child care and EarlyON space with recommendations expected to the ministry in spring 2018. If there are cost pressures associated with the Early Years component of a capital project, please contact your Capital Analyst.

Your funding approval is conditional upon amendments to the 2017-18 Grants for Student Needs (GSN) regulation by the Lieutenant Governor in Council.

Please see Appendix A for a complete list of the Capital Priorities project(s) submitted by your board along with the ministry's decision(s). Although the ministry recognizes that each project has unique circumstances, we have attempted to summarize our rationale for each decision through a high-level description. Your ministry Capital Analyst will contact board staff in the coming weeks to review the ministry's rationale and address any questions you may have.

Appendix B provides a table showing how funding was determined for the approved project(s).

Accountability Measures for Approved Projects

The funding approved for your board through the 2017-18 Capital Priorities Program represents a significant investment in school infrastructure by the Government of Ontario. Your board is responsible and will be held accountable for measures to ensure that the cost and scope of any approved projects are within the approved funding amounts.

As noted in **Memorandum 2018:B3: Capital Priorities – New Reporting and Accountability Requirements**, the ministry is also introducing new high-level reporting and accountability requirements for school boards, including the School Board Capital Attestation Form (see Appendix C) and quarterly project reports. Your board is required to complete the School Board Attestation Form and email it to your ministry Capital Analyst by April 27, 2018. The ministry will communicate additional information about the quarterly project reports in the near future.

The child care and EarlyON funding allocation you have received can only be used to address capital costs related to the creation of a child care and/or EarlyON room(s). As a reminder, prior to requesting an approval to proceed, school boards and the Consolidated Municipal Service Manager (CMSM) or District Social Services Administration Board (DSSAB) are required to provide the Ministry of Education's Child Care Quality Assurance and Licensing Branch with a floor plan of any child care space. Once the space has been approved, a floor plan approval letter will be issued to your school board. This letter is required to be sent to the Capital Analyst when requesting the approval to proceed. If you require further information about the floor plan approval letter process, please contact the Ministry's Child Care Quality Assurance and

Licensing Branch at 1-877-510-5333 or email childcare_ontario@ontario.ca. All child care rooms must be built in accordance with the Child Care and Early Years Act, 2014 (CCEYA).

Site Acquisition, Demolition and Unique Site Costs

The ministry has funding available to address costs related to site acquisition and preparation for project construction costs that are not included in the Ministry's Capital funding benchmark. Additional funding will be provided to boards based upon submission of a detailed estimates with supporting engineering reports. Eligible costs include, but are not limited to the following:

- the acquisition of a site for new school construction;
- the acquisition of lots adjacent to existing schools for school expansion, including child care centres and community hubs;
- site improvements to make the sites suitable for construction, such as soil remediation, additional fill or demolition of existing structures, and
- addressing extraordinary municipal requirements.

Payment

The Capital Priorities Grant, Full Day Kindergarten, Community Hubs Replacement Space, and all associated child care and EarlyON funding will operate on a modified grant payment process, where cash flow is based on school board spending. There are two annual reporting periods for these programs:

- For the period of September 1st to March 31st, all related expenditures are recorded in the board's March Report; and,
- For the period of April 1st to August 31st, all related expenditures are recorded in the board's financial statements.

School boards will also be funded for the short-term interest costs related to these capital programs reflecting that cash flows will occur on a semi-annual basis. The short-term interest payments will be calculated in a manner similar to how they have been calculated for other eligible capital programs.

School boards who have not expended their Schools First Child Care Capital Retrofit Policy (SFCCCRP) funding, are expected to utilize their uncommitted allocation towards approved child care capital projects supporting additions and renovations that have been approved for capital funding consideration under the 2017-18 Capital Priorities Program.

Change in Project Scope

If your board chooses to amend the project scope approved through the 2017-18 Capital Priorities Program at a later date, you will be required to inform your Capital Analyst prior to engaging your architect regarding the new scope. If your project requires additional ministry funding, the board may be required to forfeit its project approval and re-submit a revised Capital Priorities business case with the alternative project scope.

In addition, any changes to approved child care or EarlyON capital components of the project will require the approval of your CMSM or DSSAB.

Projects Not Approved for Funding

I understand that your school board may have questions about any project(s) submitted and not approved through the 2017-18 Capital Priorities Program. Your ministry Capital Analyst will contact board staff in the coming weeks to review the ministry's rationale and consider potential next steps.

Ministry staff are committed to working collaboratively with your school board to provide guidance and respond to questions as your board considers the development of future capital plans, including requests for Capital Priorities funding.

Should you have any Capital Priorities questions, please contact your Interim Capital Analyst, Matthew Anderson at 416-325-9796 or via email at Matthew.Anderson@ontario.ca.

For any questions related to the child care and/or EarlyON capital requests, please contact your regional representative from the Early Years and Child Care Programs and Service Integrated Branch.

Please refer to the Appendix D - Communications Protocol, for detailed requirements regarding public communications, events and signage related to the project. Should you have any communications-related questions, please contact Dylan Franks at 416-325-2947 or via email at Dylan.Franks@ontario.ca.

We would like to take this opportunity to thank you and your staff for your assistance and support throughout this process, and look forward to continuing to work with your board.

Sincerely,

Original signed by:

Joshua Paul
Assistant Deputy Minister
Capital and Business Support Division

Attached:

Appendix A – Complete List of Submissions

Appendix B – Details of Approved Projects

Appendix C – School Board Attestation Form

Appendix D – Communication Protocol Requirements: Public Communications and Events

cc: Paul Bloye, Director, Capital Program Branch
Colleen Hogan, Director, Capital Policy Branch
Shannon Fuller, Assistant Deputy Minister, Early Years and Child Care Division
Julia Danos, Director, Early Years and Child Care Programs and Service Integration Branch
Holly Moran, Director, Child Care Quality Assurance and Licensing Branch
Roxana Negoï, Superintendent of Business Services & Treasurer, Halton CDSB
Anna Prkacin, Early Years Lead, Halton CDSB
Isilda Kucherenko, Early Years Advisor, Early Years and Child Care Programs and Service Integration Branch
Sandy Palinski, Director of Children's Services, Regional Municipality of Halton

HALTON CATHOLIC DISTRICT SCHOOL BOARD

**ST. MICHAEL CATHOLIC ELEMENTARY
SCHOOL ADDITION PROJECT
PRELIMINARY BUDGET ESTIMATE**

EXPENSES	March 27, 2018 BUDGET ESTIMATE		
Construction	\$2,500,000		
Professional Fees	255,000		
Inspections, soil test, surveys	30,000		
Site Plan & Building Permit fees	30,000		
Contingencies	128,000		
Net HST (2.21%)	59,284		
Furniture & Equipment, Including IT	120,000		
SUB-TOTAL	3,122,284		
Bridge Financing	40,000		
TOTAL	\$3,162,284		

REVENUE			
Ministry of Education			
a) Capital Priorities	1,579,522		
b) Child Care	1,542,762		
SUB-TOTAL	3,122,284		
GSN – Interest Revenue	40,000		
TOTAL	\$3,162,284		



Sketch Plans

for the Addition & Renovation to

St. Michael Catholic Elementary School

Oakville, Ontario

November 29, 2018



3. Building Program

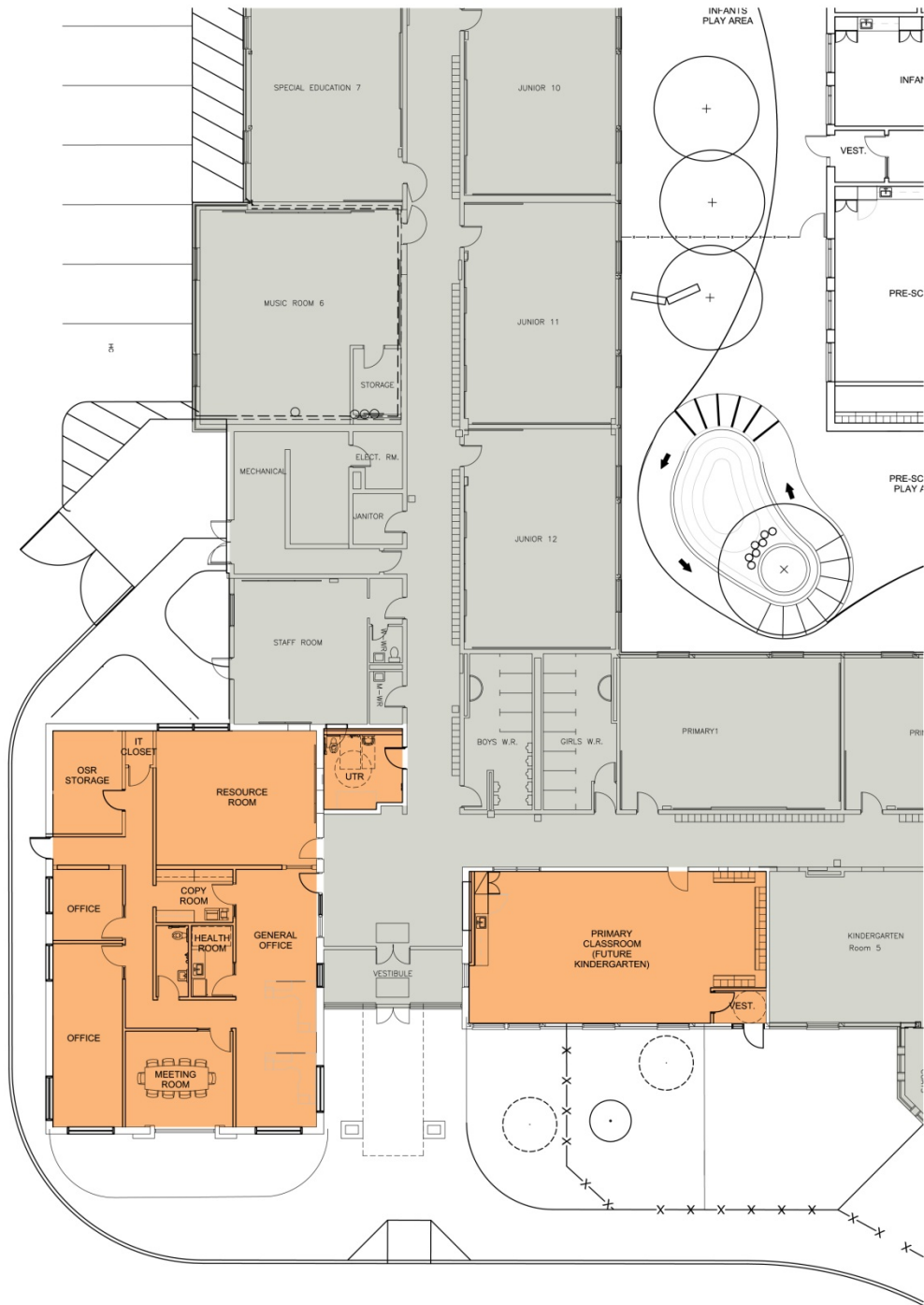
No.	Room	Pupil Loading	Area
	INTERIOR RENOVATION		
1	Classroom #1	23	92 m ²
2	General Office		44 m ²
3	Meeting Room		24 m ²
4	Health Room		7 m ²
5	Health Washroom		5 m ²
6	Copy Room		9 m ²
7	Resource Room		46 m ²
8	Office		27 m ²
9	Office		11 m ²
10	OSR Storage		15 m ²
11	IT Closet		2 m ²
	ADDITION – SCHOOL		
12	Learning Commons		200 m ²
13	Seminar Room		11 m ²
14	Seminar Room		11 m ²
	ADDITION – CHILD CARE		
15	Toddlers	15	64 m ²
16	Pre-School	24	91 m ²
17	Storage		13 m ²
18	Exterior Storage		6 m ²
19	Washroom		15 m ²
20	Laundry		8 m ²
21	Universal Toilet Room		7 m ²
22	Infants	10	35 m ²
23	Sleeping		22 m ²
24	Storage		6 m ²
25	Exterior Storage		7 m ²
26	Kitchen		17 m ²
27	Office		15 m ²
28	Staff Room		21 m ²

2. Drawings: Site Plan, Floor Plans, Elevations, Renderings

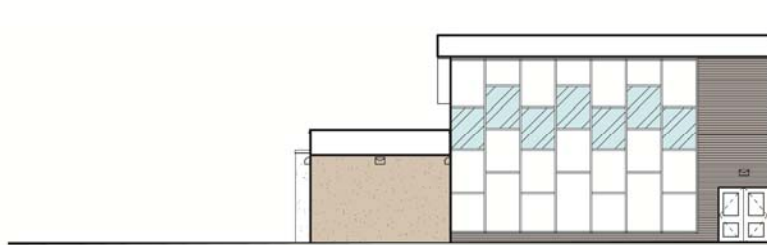




Addition Floor Plan



Renovation Floor Plan



NORTH ELEVATION



EAST ELEVATION



WEST ELEVATION



SOUTH ELEVATION

Elevations



Renders



Renders

3. Preliminary Project Information

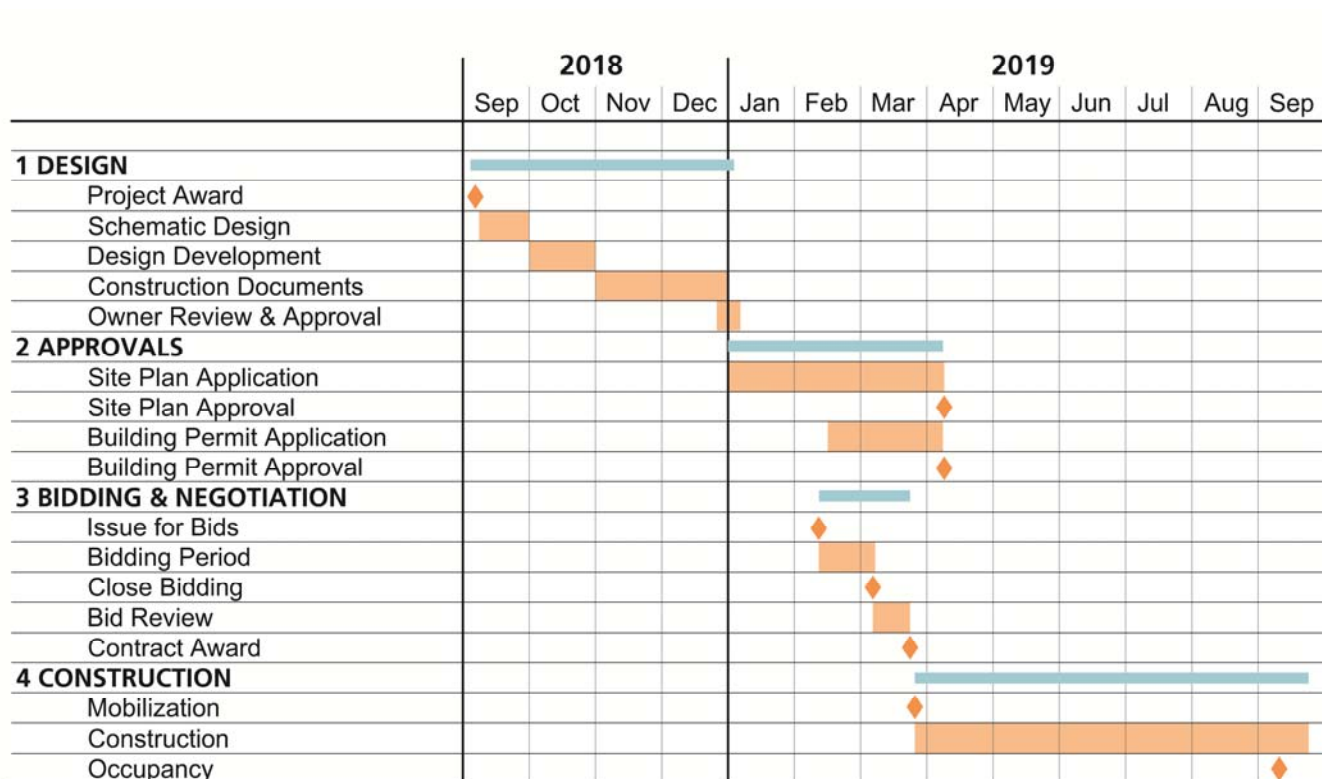
SITE	
Site Area	2.18 ha (21,800m ²) (5.4 acres)
Building Coverage	3,413.0 m ²
Lot Coverage	15.6%
Parking	73 spaces

BUILDING	
Area of Renovation	360 m ² (3,875 sq.ft.)
Child Care & Learning Commons Addition GFA	752m ² (8,100 sq.ft.)
Total School GFA	3,413m ² (36,737 sq.ft.)

PRELIMINARY BUDGET	
Construction	\$2,654,000

SCHEDULE	
Tender	February 12, 2019
Start of Construction	March 25, 2019
Occupancy	September 3, 2019

4. Project Schedule



Regular Board Meeting

Information Report

St. Peter Catholic Elementary School Addition Sketch Plan Design	Item 10.7
Tuesday, December 18, 2018	

Alignment to Strategic Plan

This report is linked to our strategic priority of **Achieving: Meeting the needs of all learners.** Educational experiences and opportunities are differentiated to support all learners.

Purpose

To present the Sketch Plan Design Book for the St. Peter Catholic Elementary School child care addition project in the Town of Milton.

Background Information

On June 6, 2017, the Ministry issued Memorandum 2017:B06 Request for Early Years Capital Programs (EYCP) Funding Request directing school boards to submit their 2017 early years capital funding requests for consideration by the Ministry no later than August 4, 2017. Ministry Memorandum 2017:B06 is attached for Trustee reference (Appendix "A"). Staff prepared a priority ranking of the proposed 2017 Early Years Capital Program projects and presented Action Report 8.17 for Trustee approval at the June 20, 2017, Regular Meeting of the Board. To view this report, [Click Action Report 8.17](#). Subsequently, staff submitted the Board's 2017 Early Years Capital Program funding requests and the associated business cases to the Ministry, as approved by the Board.

Comments

On December 21, 2017, the Ministry informed the Board of the details of their funding commitment for the St. Peter Catholic Elementary School child care centre addition. The Ministry approved a total funding allocation of \$2,571,270 for a 5-room child care centre addition. The funding letter from the Ministry is attached for Trustee reference (Appendix "B"). Subsequently, the Board of trustees approved the project budget at the April 17, 2018, regular meeting of the Board. To view this report, [Click Action](#)



[Report 8.3](#). A preliminary budget estimate for the project, itemizing the expected costs, is also attached for reference (Appendix “C”).

MC Architects has prepared a Sketch Plan Design Book, which summarizes the preliminary project work for the St. Peter Catholic Elementary School building child care centre addition project and is attached as Appendix D. The sketch plans document includes a description of the school design, the academic building program, preliminary school site and building information, schedule, site plan and floor plans.

Conclusion

The planning of the 5-room child care centre addition of St. Peter Catholic Elementary School is underway. Project information including the school design, academic building program, site plan and floor plans have been summarized by MC Architects and are attached to this report.

Building permit submission and construction tendering for the project is expected to be completed in January 2019. Construction of the addition is anticipated to commence immediately after the conclusion of the tender process. The September 2019 occupancy date is an ambitious goal and is contingent on a number of factors, some beyond the control of the Board. Every effort will be made to achieve the September 2019 completion date.

Report Prepared by:	C. Abrahams Senior Manager, Capital Projects
Report Submitted by:	R. Merrick Superintendent, Facility Management Services
Report Approved by:	P. Daly Director of Education and Secretary of the Board

Ministry of Education
Mowat Block
Queen's Park
Toronto ON M7A 1L2

Ministère de l'Éducation
Édifice Mowat
Queen's Park
Toronto ON M7A 1L2



2017: B06

MEMORANDUM TO: Directors of Education

Children's Service Leads, Consolidated Municipal Service
Managers (CMSMs) and District Social Services
Administration Boards (DSSABs)

FROM: Joshua Paul
Assistant Deputy Minister
Capital and Business Support Division

Shannon Fuller
Assistant Deputy Minister
Early Years and Child Care Division

DATE: June 6, 2017

SUBJECT: Request for Early Years Capital Program (EYCP)
Funding Submissions

We are writing to announce details of the 2017-18 Early Years Capital Program (EYCP) in support of the government's Renewed Early Years and Child Care Policy Framework which aims to ensure that all children and families have access to a range of high-quality, inclusive, and affordable early years and child care programs and services that are responsive to the needs of families. This plan will create access to licensed child care for 100,000 more children aged 0 to 4 years old over the next five years. To support this commitment the government is investing up to \$1.6 billion in capital funding for child care capital builds and retrofits to support the creation of licensed child care spaces in schools, the broader public sector, and community locations for children aged 0 to 4 years.

In response to this investment in early years and child care capital, the Ministry is launching a new capital funding program called the EYCP. This memo provides the details, eligibility criteria, and submission requirements for this program that focuses on school-based "stand-alone" child care and/or child and family program capital funding requests (i.e., child care and/or child and family capital projects that are not part of a school capital project).

The EYCP will serve as the primary means for capital funding requests associated with school-based stand-alone child care and/or child and family program capital projects that address school boards' and CMSMs'/DSSABs' accommodation needs, and support a "Schools-First" approach through additions and/or renovations. School boards and CMSMs'/DSSABs are invited to submit requests for child care and/or child and family program capital funding to support the capital costs associated with these projects.

The Capital Priorities (CP) program will continue to accept capital funding requests for child care and/or child and family capital projects that are associated with a school capital project (i.e., new school build).

The Ministry has established an Expert Panel on Early Years Capital Standards in Schools with membership from school boards, CMSMs'/DSSABs, and early years providers to provide advice and recommendations to the Ministry on child care and child and family program capital requirements, benchmarks, and funding methodology in schools as well as best practices for child care and child and family program capital design, planning, and construction in schools across Ontario. A Working Group on Early Years Accommodations Costs in Schools has also been established with membership from school boards, CMSMs'/DSSABs, and early years providers to provide advice and recommendations to the Ministry on child care and child and family program accommodation cost transparency and methodology in schools as well as best practices related to sustainability for early years providers in schools. The outcomes of these groups are anticipated in 2018.

Highlights/Summary Points

- Ongoing, multi-year operating funding will be made available to CMSMs'/DSSABs for licensed child care to support new school-based capital builds announced and approved in 2017-18, once the capital space is operational.
- The 2017-18 EYCP projects are required to open no later than the 2019-20 school year.
- School boards and CMSMs'/DSSABs may apply for capital funding support for school-based stand-alone child care and/or child and family program projects. Child care and/or child and family program projects that are associated with a school capital project must be submitted through the CP program for consideration.
- School boards who will not fully expend their Schools-First Child Care Capital Retrofit Policy (SFCCCRP) funding by August 31, 2017 are expected to utilize their uncommitted SFCCCRP allocation towards approved child care capital projects supporting additions and renovations that have been submitted for capital funding consideration under the EYCP.
- School boards and CMSMs'/DSSABs are no longer required to provide a priority ranking for each child care and/or child and family program capital funding

request being submitted for consideration. School boards and CMSMs/DSSABs may choose to continue submitting priority rankings if they choose to do so.

- As of September 1, 2017, a new licensed age group called “family age grouping” for children 0 to 12 years will be introduced to all licensed child care centres (Schedule 4 in Ontario Regulation 137/15 of the *Child Care and Early Years Act, 2014* (CCEYA)). School boards and CMSMs/DSSABs may apply for a family age grouping room. The new group allows the placement of children of different ages in the same group in the same play activity room, subject to regulations. The family age grouping can have up to a maximum of 15 children, and no more than six children under two years of age. For more information on Schedule 4 visit: <http://www.edu.gov.on.ca/childcare/FamilyAgeGroupings.pdf>
- School boards and CMSMs/DSSABs are required to provide the Ministry with a floor plan approval letter issued by the Ministry of Education’s Child Care Quality Assurance and Licensing Branch as part of their ATP request. (See Appendix F for the Capital Approval Process Chart.)
- Child care and/or child and family program requests for capital funding must be submitted through the Ministry’s School Facility Information System (SFIS). The Early Years Joint Submission template should be downloaded, completed, signed by both the school board and the CMSM/DSSAB and uploaded into SFIS as well as submitted to the school board’s Ministry Early Years Regional Staff (Education Officer and Child Care Advisor) and Capital Analyst.
- School boards and CMSMs/DSSABs are encouraged to consider regional system-wide planning across co-terminus school boards and multi-CMSM/DSSAB areas, where appropriate, to ensure operational viability, and prioritization.
- As capital funding for child and family programs is limited in 2017, the Ministry may approve the child care component of a capital funding request without approving capital funding for the child and family program component, where there are requests for integrated capital projects which include both child care and child and family programs.
- The submission deadline for all EYCP capital funding requests is **August 4, 2017**.

Project Submissions

The Ministry will be accepting capital funding requests for school-based stand-alone child care and/or child and family program projects.

As with previous rounds of the CP program, school boards, in conjunction with their CMSMs/DSSABs, have an opportunity to request capital funding for school-based stand-alone child care and/or child and family program capital projects. The 2017 EYCP

projects are required to open no later than the 2019-20 school year. (See Appendix A for details on child care capital project submission requirements, and Appendix B for details on child and family program capital project submission requirements.)

School boards and CMSMs/DSSABs are required to complete an *Early Years Joint Submission - Capital Funding for Child Care and Child and Family Programs* template to request EYCP funding. The Early Years Joint Submission is to be downloaded, completed, and uploaded into SFIS as well as submitted to school board's Ministry Early Years Regional Staff (Education Officer and Child Care Advisor) and Capital Analyst.

School boards are required to submit their completed Early Years Joint Submission template by **August 4, 2017**. The Ministry **will not** accept Early Years Joint Submission templates after this date. Following this submission window, it is anticipated that there will be future opportunities to submit EYCP capital funding requests later in 2017.

Communications Protocol Requirements for Public Communications and Events

All public announcements regarding capital investments in child care, child and family programs, and/or the publicly funded education system are joint communications opportunities for the provincial government and organizations involved in the projects. Please follow the protocol outlined in Appendix C related to these opportunities.

Ministry Contacts

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, Manager, Capital Policy and Programs Branch at 416-325-2027 or at Jeff.OGrady@ontario.ca.

Capital

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

Communications Protocol

Should you have any questions related to the communications protocol or other requirements, please contact:

Dylan Franks, Senior Information Officer, Communications Branch at 416-325-2947 or Dylan.Franks@ontario.ca.

We look forward to working with you to identify and develop your future child care and child and family program capital projects.

Original signed by:

Joshua Paul
Assistant Deputy Minister
Capital and Business Support Division

Original signed by:

Shannon Fuller
Assistant Deputy Minister
Early Years and Child Care Division

Appendices:

Appendix A: Child Care Capital Projects Submission Requirements
Appendix B: Child and Family Program Capital Projects Submission Requirements
Appendix C: Communications Protocol Requirements for Public Communications and Events
Appendix D: List of Ministry Early Years Education Officers and Child Care Advisors
Appendix E: List of Ministry Capital Analysts
Appendix F: Capital Approval Process Chart

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 Capital Project Submission Requirements

Child Care Eligibility

The Ministry will consider funding capital projects in schools where there is a need for new child care construction and/or renovations to existing child care spaces for children 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 selecting a school for child care, school boards and CMSMs/DSSABs should consider available operating funding (multi-year operating funding will be made available for child care capital projects approved in 2017-18), school capacity, location, long-term viability, cost effectiveness, age groups, accommodation pressures/service gaps, demand, local child care plan, etc. prior to signing the Early Years Joint Submission. When considering long-term school viability, school board planners and CMSMs/DSSABs must consider at least the next five years and use population projections as well as other local data to inform submission decisions including an assessment of:

- Existing empty space within the school.
- Whether or not the school is in an accommodation review, and could potentially close, consolidate or remain open.
- Whether or not the child care and/or the child and family program could potentially be part of a joint use capital project, especially in rural, northern, and small communities.
- Whether the school has existing child care and/or child and family program space.
- The average daily enrollment and the on-the-ground capacity of the school.
- Current utilization rates, and historical/forward trend analysis.
- Number of existing empty classrooms.

Joint Planning and Local Prioritization of Child Care Capital 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.

School boards and CMSMs/DSSABs are no longer required to separately provide a priority ranking for each child care capital funding request being submitted for

consideration. However, if the school board chooses to provide a priority ranking, they should rank against its other child care capital projects on the Early Years Joint Submission.

If the CMSM/DSSAB chooses to prioritize the child care capital projects they are being asked to sign-off on, they have the two choices for priority ranking:

- 1) By all school boards (e.g., if the English public school board, the English catholic school board, and the French catholic school board all request CMSM/DSSAB approval on their Early Years Joint Submission, the CMSM/DSSAB must prioritize them all together).

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

- 2) By individual school board.

Ministry Prioritization of Eligible Child Care Capital Projects

As originally communicated in the 2015:B11, 2016:B11, and 2016:B19 memorandums, the Ministry will continue to use the following factors to prioritize child care capital projects under this policy should the number of eligible submissions surpass available funding:

- child care replacement due to school closure/accommodation review;
- age groupings (programs serving infants are a priority);
- accommodation pressures/service gaps;
- cost effectiveness and school viability; and
- equitable geographic disbursement of new child care spaces.

Child Care Operational and Accountability Requirements

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

- The child care rooms will not result in an operating pressure for the CMSM/DSSAB (multi-year operating funding will be made available to support child care capital projects approved in 2017-18).
- 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 operate on a cost-recovery basis and 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 not expected to take on additional costs to support facility partnerships, although school boards will continue to use their discretion in supporting partnerships based on their student achievement strategy.
- 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 ATP before the project can be tendered.
- School boards and CMSMs/DSSABs should contact their child care licensing representative as soon as possible as all child care capital projects require a floor plan approval letter issued by the Ministry of Education's Child Care Quality Assurance and Licensing Branch prior to receiving an ATP or starting construction. In order to streamline the floor plan approval process, school boards and CMSMs/DSSABs should note to their child care licensing representative if the child care floor plan has been used in the past (i.e., a repeat child care floor plan design) or if the child care floor plan will be used for multiple child care sites in the near future.
- 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 capital 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, 24 preschool spaces, and 15 family age grouping 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 child care 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 4). Licensees and new applicants will have the opportunity to apply for a license under Schedule 4, which would be approved based on set criteria. For more information on Schedule 4 visit:
<http://www.edu.gov.on.ca/childcare/FamilyAgeGroupings.pdf>
 - The new Schedule 4 licensed age group called “family age grouping” for children 0 to 12 years allows the placement of children of different ages in the same group in the same play activity room, subject to regulations. The family age grouping (Schedule 4 in Ontario Regulation 137/15 of the CCEYA) may be an option for licensees as follows:
 - A centre that has 15 or fewer children where the family age grouping is the only age category in the centre.
 - A separate child care program that runs outside of a centre’s standard operating hours (i.e., evenings, overnight, and weekends).
 - A centre that wishes to license a family age grouping alongside other age groups licensed under Schedule 1 of Ontario Regulation 137/15.
- It is important that school boards and CMSMs/DSSABs are taking into consideration licensed child care operator viability, and flexibility where appropriate, when determining appropriate mix of age groupings. 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 child care capital project proposal a preschool room must also be available, unless a family age grouping room is in place.
- For the purpose of this policy, an eligible child care operator:
 - is a not-for-profit operator or municipal operator; or
 - has a purchase of service agreement with the CMSM/DSSAB; or
 - is a licensed child care centre that is eligible to receive fee subsidy payments from the CMSM/DSSAB; or
 - is a for-profit operator who:

- 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 July 10, 2012 when the 2012: EL3 Memo was issued; and
 - has not changed ownership or has not terminated the agreement since the 2012: EL3 Memo was issued on July 10, 2012.
- 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

The 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, preschool, and family age grouping 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 closure or accommodation review.

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

Note: The capital funding for renovation projects for child care 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 CCEYA and Building Code standards, which qualify under the Tangible Capital Assets Guideline (TCA), revised April 2015.

Application Process – Early Years Joint Submission

The Early Years Joint Submission includes project details 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 CMSM/DSSAB to submit a jointly signed

Early Years Joint Submission. School boards must submit an Early Years Joint Submission signed by both the CMSM/DSSAB Manager of Child Care and Early Years System, the school board Early Years Lead, Capital Lead, and Director of Education.

The Early Years Joint Submission is to be downloaded, completed, and uploaded into the School Facility Information System (SFIS) as well as submitted to school board's Ministry Early Years Regional Staff (Education Officer and Child Care Advisor) and Capital Analyst.

Early Years Joint Submissions must be received by the Ministry by **August 4, 2017**.

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

Appendix B: Child and Family Program Capital Project Submission Requirements

Child and Family Program Eligibility

The Ministry will consider funding capital projects in schools where there is a need for new child and family program construction and/or renovation to existing school space. Child and family program renovation 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 space for a new child and family programs in the identified school.

When selecting a school for a child and family program, school boards and CMSMs/DSSABs should consider available operating funding (multi-year operating funding will be made available for child and family program capital projects approved in 2017-18), school capacity, location, long-term viability, cost effectiveness, accommodation pressures/service gaps, demand, local child care plan, etc. prior to signing the Early Years Joint Submission. When considering long-term school viability, school board planners and CMSMs/DSSABs must consider at least the next five years and use population projections as well as other local data to inform submission decisions including an assessment of:

- Existing empty space within the school.
- Whether or not the school is in an accommodation review, and could potentially close, consolidate or remain open.
- Whether or not the child care and/or the child and family program could potentially be part of a joint use capital project, especially in rural, northern, and small communities.
- Whether the school has existing child care and/or child and family program space.
- The average daily enrollment and the on-the-ground capacity of the school.
- Current utilization rates, and historical/forward trend analysis.
- Number of existing empty classrooms.

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

(OEYCFCs). While the expectation is that the key features of OEYCFCs 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 OEYCFCs 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 Capital Projects

The Ministry expects school boards and CMSMs/DSSABs to work together to identify the need for dedicated child and family program space in schools.

School boards and CMSMs/DSSABs are no longer required to separately provide a priority ranking for each child and family program capital funding request being submitted for consideration. However, if the school board chooses to provide a priority ranking, they should rank against its other child and family program capital projects on the Early Years Joint Submission.

If the CMSM/DSSAB chooses to prioritize the child and family program capital projects they are being asked to sign-off on, they have the two choices for priority ranking:

- 1) By all school boards (e.g., if the English public school board, the English catholic school board, and the French catholic school board all request CMSM approval on their Early Years Joint Submission, the CMSM must prioritize them all together).

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

- 2) By individual school board.

Ministry Prioritization of Eligible Child and Family Program Capital Projects

As originally communicated in the 2016:B11 and 2016:B19 memorandums, the Ministry will continue to use the following factors to prioritize child and family program capital 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 OEYCFC planning completed by CMSMs/DSSABs.

- Projects in communities where CMSMs/DSSABs already have familiarity and/or responsibility for child and family programs, and where strong partnerships between the school board and CMSM/DSSAB 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 rooms will not result in an operating pressure for the CMSM/DSSAB (multi-year operating funding will be made available for child and family program capital projects approved in 2017-18).
- 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 operate on a cost-recovery basis and 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 not expected to take on additional costs to support facility partnerships, although school boards will continue to use their discretion in supporting partnerships based on their student achievement strategy.
- 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 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 capital projects are within the approved project funding and do not exceed the Ministry's benchmarks.
- It is expected that all Ministry funded child and family programs spaces (until January 2018 when CMSMs/DSSABs will assume responsibility for funding child and family programs) built or renovated under this policy:

- are built to the specifications of a kindergarten classroom;
 - have separate and sufficient washroom space for parents and children using the centre;
 - are located in close proximity to the kindergarten classrooms where possible to support early years transitions;
 - have a separate sink for parents/caregivers and children using the centre; and
 - have appropriate covered space for stroller parking on school property or within the school on the lower level.
- 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 or CMSM/DSSAB to operate a child and family 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 loading 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 closure or accommodation review.

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

Note: The capital funding for renovation 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 – Early Years Joint Submission

The Early Years Joint Submission includes project details 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 rooms, school boards must work with their CMSM/DSSAB to submit a jointly signed Early Years Joint Submission. School boards must submit an Early Years Joint Submission signed by both the CMSM/DSSAB Manager of Child Care and Early Years System, the school board Early Years Lead, Capital Lead, and Director of Education.

The Early Years Joint Submission is to be downloaded, completed, and uploaded into the School Facility Information System (SFIS) as well as submitted to school board's Ministry Early Years Regional Staff (Education Officer and Child Care Advisor) and Capital Analyst.

Early Years Joint Submissions must be received by the Ministry by **August 4, 2017**.

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

Appendix C: Communications Protocol Requirements for Public Communications and Events

Public Communications

School boards, Consolidated Municipal Service Managers/District Social Services Administration Boards (CMSMs/DSSABs), and/or community partners should not issue a news release or any other media-focused public communication regarding major capital construction projects without publicly recognizing the Ministry of Education's role in funding the project. In addition, school boards, CMSMs/DSSABs, and/or community partners should contact the Ministry of Education to receive additional content for the media-focused public communications, such as quotes from the Minister(s).

The Ministry of Education may also choose to issue its own news release about various project milestones in addition to those prepared by school boards, CMSMs/DSSABs, and/or community partners. If the Ministry chooses to do so, school boards, CMSMs/DSSABs, and/or community partners will be contacted to get quotes, as appropriate.

The intent of this protocol is to secure as much attention and media coverage for these events as possible. By doing so, it will help promote the role of all involved including the Ministry of Education, school boards, CMSM/DSSABs, and/or community partners in bringing exciting new capital projects to benefit local communities.

Major Announcements and Events

Important: For all new school openings, or openings of major additions which includes child care and/or child and family programs and/or community hubs, the Minister of Education and the Minister Responsible for Early Years and Child Care must be invited as early as possible to the event. Invitations should be sent to information.met@ontario.ca. Where appropriate, the Ministry's Regional Manager, Field Services Branch, in your area should be copied.

School boards, CMSMs/DSSABs, and/or community partners are not to proceed with their public events until they have received a response from the office of the Minister of Education or the office of the Minister Responsible for Early Years and Child Care regarding the invitation. School boards, CMSMs/DSSABs, and/or community partners will be notified within 15 business days of their opening event as to the Ministers' attendance. Please note that if the date of your event changes at any time after the Ministers have received the invitation, please advise us of the change at the same e-mail address above.

If the Minister of Education or the Minister Responsible for Early Years and Child Care is unavailable, the invitation may be shared with a government representative who will contact your school board, CMSM/DSSAB, and/or community partner to coordinate the details (e.g., a joint announcement).

Note: School boards, CMSMs/DSSABs, and/or community partners are not expected to delay their announcements to accommodate the Ministers or a Member of Provincial Parliament (MPP). The primary goal is to make sure that the Ministers are aware of the announcement opportunity.

Other Events

For all other media-focused public communications opportunities that are not major events, such as sod turnings for example, an invitation to your local event must be sent to the Minister of Education and the Minister Responsible for Early Years and Child Care by e-mail (see above) with at least three weeks' notice. Again, please send a copy to the Ministry's Regional Manager, Field Services Branch, in your area, where appropriate. Please note that if the date of your event changes at any time after the Ministers have received the invitation, please confirm the change at the same e-mail address above.

School boards, CMSMs/DSSABs, and/or community partners are not expected to delay these "other" events to accommodate the ministers. Only an invitation needs to be sent; a response is not mandatory to proceed.

This communications protocol does not replace school boards' existing partnership with the Ministry of Education's regional offices. Regional offices should still be regarded as school boards' primary point of contact for events and should be given updates in accordance with existing processes.

Acknowledgement of Support

You must acknowledge the support of the Government of Ontario in media-focused communications of any kind, written or oral, relating to the agreement or the project. This could include but is not limited to, any report, announcement, speech, advertisement, publicity, promotional material, brochure, audio-visual material, web communications or any other public communications. For minor interactions on social media, or within social media such as Twitter, etc. where there is a tight restriction on content, government acknowledgement is not required. The same applies to reactive communications (e.g., media calls); however, if possible, such an acknowledgement is appreciated.

Signage

For all capital construction projects that exceed \$100,000, school boards will be required to display signage at the site of construction that identifies the support of the Government of Ontario. Signage will be provided to school boards by the Ministry of Education. School boards are then responsible for posting the signage in a prominent location. This should be done in a timely manner following the receipt of the signage. All signage production costs will be covered by the Ministry of Education, including the cost of distributing the signage to school boards.

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

REGION	EO/CCA	CMSM/ DSSAB	SCHOOL BOARD
TORONTO	<u>Education Officer:</u> Dolores Cascone Tel: 416-314-6300 Toll Free: 1-800-268-5755 Dolores.Cascone@ontario.ca <u>Senior Policy and Programs Advisor:</u> Jacinthe Leclerc Tel: 416-325-1224 Jacinthe.Leclerc@ontario.ca (French Language Boards) <u>Child Care Advisor:</u> Isilda Kucherenko Tel: 416-325-3244 Isilda.Kucherenko@ontario.ca	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	<u>Education Officer:</u> Sue Chanko Tel: 519-870-2187 Sue.Chanko@ontario.ca <u>Senior Policy and Programs Advisor:</u> Jacinthe Leclerc Tel: 416-325-1224 Jacinthe.Leclerc@ontario.ca (French Language Boards) <u>Child Care Advisor:</u> Karen Calligan Tel: 226-919-5832 Karen.Calligan@ontario.ca	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 Haldimand Norfolk Catholic DSB CS Viamonde CSD Catholique Centre-Sud Grand Erie DSB
		City of Hamilton	CS Viamonde CSD Catholique 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 Conseil Scolaire Catholique Providence Huron-Perth Catholic DSB
		County of Lambton	CS Viamonde Conseil Scolaire Catholique Providence Lambton Kent DSB St. Clair Catholic DSB
		City of London	CS Viamonde Conseil Scolaire Catholique Providence London District Catholic SB Thames Valley DSB
		County of Oxford	CS Viamonde Conseil Scolaire Catholique Providence London District Catholic SB Thames Valley DSB

LONDON (cont.)		City of St. Thomas	CS Viamonde Conseil Scolaire Catholique Providence London District Catholic SB Thames Valley DSB
		City of Stratford	Avon Maitland DSB CS Viamonde Conseil Scolaire Catholique Providence Huron-Perth Catholic DSB
		City of Windsor	CS Viamonde Conseil Scolaire Catholique Providence Greater Essex County DSB Windsor-Essex Catholic DBS
		Municipality of Chatham-Kent	CS Viamonde Conseil Scolaire Catholique Providence Lambton-Kent DSB St. Clair Catholic DSB
NORTH BAY / SUDBURY	Education Officer: Renée Brouillette Tel: 705-497-6893 Renee.Brouillette@ontario.ca Child Care Advisor: Lina Davidson Tel: 705-564-4282 Lina.Davidson@ontario.ca Toll Free: 1-800-461-9570	Cochrane DSSAB	CSD catholique des Grandes Rivières CSD du Nord-Est de l'Ontario DSB Ontario North East Northeastern Catholic DSB
		Nipissing DSSAB	CSD catholique des Grandes Rivières CSD catholique Franco-Nord CSD du Nord-Est de l'Ontario DSB Ontario North East Near North DSB Nipissing-Parry Sound Catholic DSB
		Parry Sound DSSAB	Near North DSB Nipissing-Parry Sound 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 du Nouvel-Ontario CSD du Grand Nord de l'Ontario Huron-Superior Catholic DSB
		Manitoulin-Sudbury DSSAB	Algoma DSB CSD catholique du Nouvel-Ontario CSD du Grand Nord de l'Ontario Huron-Superior Catholic DSB Rainbow 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: Ana Marie Prokopich Tel: 705-725-6260 Toll Free: 1-888-999-9556 AnaMarie.Prokopich@ontario.ca Renée Brouillette Tel: 705-497-6893 Renee.Brouillette@ontario.ca	Rainy River DSSAB	CSD catholique des Aurores boréales Northwest Catholic DSB Rainy River DSB
		Kenora DSSAB	CSD catholique des Aurores boréales Keewatin-Patricia DSB Kenora Catholic DSB Northwest Catholic DSB Rainy River DSB
		Thunder Bay DSSAB	CSD catholique des Aurores boréales Keewatin-Patricia DSB Lakehead DSB Superior North Catholic DSB Superior-Greenstone DSB

THUNDER BAY (cont.)	<u>Child Care Advisor:</u> Kelly Massaro-Joblin Tel: 807-474-2982 Toll Free: 1-800-465-5020 Kelly.Massaro-Joblin@ontario.ca		Thunder Bay Catholic DSB
OTTAWA	<u>Education Officer:</u> Dolores Cascone Tel: 416-314-6300 Toll Free: 1-800-268-5755 Dolores.Cascone@ontario.ca <u>Senior Policy and Programs Advisor:</u> Jacinthe Leclerc Tel: 416-325-1224 Jacinthe.Leclerc@ontario.ca (French Language Boards) <u>Child Care Advisor:</u> Rachelle Blanchette Tel: 613-536-7331 Rachelle.Blanchette@ontario.ca	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	<u>Education Officer:</u> Ana Marie Prokopich Tel: 705-725-6260 Toll Free: 1-888-999-9556 AnaMarie.Prokopich@ontario.ca <u>Senior Policy and Programs Advisor:</u> Jacinthe Leclerc Tel: 416-325-1224 Jacinthe.Leclerc@ontario.ca (French Language Boards) <u>Child Care Advisor:</u> Maria Saunders Tel: 705-725-7629 Maria.Saunders@ontario.ca	County of Bruce	Bluewater DSB Bruce-Grey Catholic DSB CS Viamonde Conseil Scolaire Catholique Providence
		County of Grey	Bluewater DSB Bruce-Grey Catholic DSB CS Viamonde Conseil Scolaire Catholique Providence
		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

Appendix E: List of Ministry Capital Analysts

DSB	District School Board	Capital Analyst	E-mail	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	Lisa Bland	Lisa.Bland@ontario.ca	416-326-9921
8	Avon Maitland DSB	Lisa Bland	Lisa.Bland@ontario.ca	416-326-9921
9	Greater Essex County DSB	Kristin Grunenko	Kristin.Grunenko@ontario.ca	416-326-9959
10	Lambton Kent DSB	Kristin Grunenko	Kristin.Grunenko@ontario.ca	416-326-9959
11	Thames Valley DSB	Kristin Grunenko	Kristin.Grunenko@ontario.ca	416-326-9959
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	Shakufe Virani	Shakufe.Virani@ontario.ca	416-325-2805
17	Simcoe County DSB	Sarosh Yousuf	Sarosh.Yousuf@ontario.ca	416-325-8059
18	Upper Grand DSB	Lisa Bland	Lisa.Bland@ontario.ca	416-326-9921
19	Peel DSB	Sarosh Yousuf	Sarosh.Yousuf@ontario.ca	416-325-8059
20	Halton DSB	Sarosh Yousuf	Sarosh.Yousuf@ontario.ca	416-325-8059
21	Hamilton-Wentworth DSB	Lisa Bland	Lisa.Bland@ontario.ca	416-326-9921
22	DSB Niagara	Kristin Grunenko	Kristin.Grunenko@ontario.ca	416-326-9959
23	Grand Erie DSB	Kristin Grunenko	Kristin.Grunenko@ontario.ca	416-326-9959
24	Waterloo Region DSB	Lisa Bland	Lisa.Bland@ontario.ca	416-326-9921
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

DSB	District School Board	Capital Analyst	E-mail	Phone
35	Bruce-Grey CDSB	Lisa Bland	Lisa.Bland@ontario.ca	416-326-9921
36	Huron Perth CDSB	Lisa Bland	Lisa.Bland@ontario.ca	416-326-9921
37	Windsor-Essex CDSB	Kristin Grunenکو	Kristin.Grunenko@ontario.ca	416-326-9959
38	London DCSB	Kristin Grunenکو	Kristin.Grunenko@ontario.ca	416-326-9959
39	St. Clair CDSB	Kristin Grunenکو	Kristin.Grunenko@ontario.ca	416-326-9959
40	Toronto CDSB	Lisa Bland	Lisa.Bland@ontario.ca	416-326-9921
41	Peterborough Victoria Northumberland and Clarington Catholic DSB	Shakufe Virani	Shakufe.Virani@ontario.ca	416-325-2805
42	York CDSB	Shakufe Virani	Shakufe.Virani@ontario.ca	416-325-2805
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	Sarosh Yousuf	Sarosh.Yousuf@ontario.ca	416-325-8059
47	Hamilton-Wentworth CDSB	Lisa Bland	Lisa.Bland@ontario.ca	416-326-9921
48	Wellington CDSB	Lisa Bland	Lisa.Bland@ontario.ca	416-326-9921
49	Waterloo CDSB	Lisa Bland	Lisa.Bland@ontario.ca	416-326-9921
50	Niagara CDSB	Kristin Grunenکو	Kristin.Grunenko@ontario.ca	416-326-9959
51	Brant Haldimand Norfolk CDSB	Kristin Grunenکو	Kristin.Grunenko@ontario.ca	416-326-9959
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	CSD Catholique 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 F: Capital Approval Process Chart

Capital Construction Approval Process Updated May 11, 2017		New Schools*		Additions*		Major Retrofits*		Early Years** (Child Care, Child & Family, FQIS)
		Repeat Design	New Design	>50% or >\$3.0M	<50% and <\$3.0M	>50% or >\$3.0M	<50% and <\$3.0M	Individual Projects <\$250K
Pre-Design	Facility Space Template	Complete template with most recent adaptation (<5 years)	Board to submit template before hiring architect	Board to submit template before hiring architect	Not Required	Board to submit template before hiring architect	Not Required	Not Required
	Project Manager	Board to appoint a Project Manager (either internal staff or external resource). Board to notify Ministry of name and contact info.						
	Ministry Approval	Ministry must approve scope of project based upon submitted Space Template	Ministry must approve scope of project based upon submitted Space Template	Ministry must approve scope of project based upon submitted Space Template	Not Required	Ministry must approve scope of project based upon submitted Space Template	Not Required	Not Required
	GOAL	Board to retain an architect.						
Pre-Tender	Independent Cost Consultant Report	Board to submit final cost of recent adaptation (<5 years)	Board to submit an Independent Cost Consultant Report before issuing tender	Board to submit an Independent Cost Consultant Report before issuing tender	Not Required	Board to submit an Independent Cost Consultant Report before issuing tender	Not Required	Not Required
	Approval to Proceed (ATP) Request	Board's senior business official to submit the ATP Request Form confirming total estimated project costs does not exceed board's identified funding, including a floor plan approval letter for the child care component.						Not Required
	Capital Analysis & Planning Tool (CAPT)	Board to confirm that data entered in the CAPT for the requested project is in line with the data provided through the ATP Request Form.						Not Required
	Ministry Approval	Ministry's approval required before proceeding to tender. Approval based on identification of sufficient funding.						Not Required
	GOAL	Board to proceed to tender.						
Post-Tender	Tender exceed approved funding amount	Board to either identify additional funding available or make design changes to reduce the project cost. In either case, the board must demonstrate to the Ministry that sufficient funding is available to complete the project.						
	Tender meet approved funding amount	Board to accept tender bid. Important to ensure all project costs are identified and considered.						
Notes:	<ul style="list-style-type: none">• Ministry approvals are not required for retrofits that are 100% funded through School Condition Improvement and Early Years Funding less than \$250K.• Consultant to review the design, provide costing analysis and advice, and report on options to ensure cost containment. To be based on drawings that are at least 80% complete.• 50% determined by the following: (Estimated project cost / Latest construction benchmark value of the existing OTG (pre-construction) of the facility).• If a child care component is included as part of the project, a floor plan approval letter issued by the Child Care Quality Assurance and Licensing Branch of the Ministry of Education must be submitted as part of the ATP request.• If a child care component is included as part of the project, a floor plan approval letter issued by the Child Care Quality Assurance and Licensing Branch of the Ministry of Education is still required.							
Definitions:	Addition: Expansion of the gross floor area of a facility, including child care and child and family program rooms. Major Retrofit: Major structural renovation or reconstruction of the existing building envelop, including child care and child and family program rooms. It does not include expansion of the existing gross floor area. Any project that does expand the gross floor area, but is funded with Ministry funds or >\$1M in Accumulated Surplus is treated as a Major Retrofit.							

Ministry of Education**Office of the ADM**

Capital and Business Support Division
900 Bay Street
20th Floor, Mowat Block
Toronto ON M7A 1L2

Ministère de l'Éducation**Bureau du sous-ministre adjoint**

Division du soutien aux immobilisations et
aux affaires
900, rue Bay
20^e étage, Édifice Mowat
Toronto ON M7A 1L2



December 21, 2017

Ms. Paula Dawson
Director of Education
Halton Catholic District School Board
802 Drury Lane, PO Box 5308
Burlington, ON L7R 3Y2

Dear Ms. Dawson,

I am writing to inform you that the Ministry of Education has completed our review of the stand-alone child care and child and family program joint submissions submitted for capital funding for school-based early years capital construction projects. These projects were submitted for consideration under the 2017-18 Early Years Capital Program (EYCP) announced in the **Memorandum 2017: B06 – Request for Early Years Capital Program Funding Submissions**.

Eligible child care capital projects being funded will support the government's announcement to create access to licensed child care for 100,000 more children aged 0 to 4 years old over the next five years. Demand was significant; 53 school boards and 39 Consolidated Municipal Service Managers/District Social Services Administration Boards (CMSMs/DSSABs) submitted 285 eligible requests for early years capital funding, worth approximately \$293.5 million, for funding consideration.

As noted in Memorandum 2017:B06, the ministry used the following criteria to assess and prioritize eligible projects:

- child care replacement due to school closure/accommodation review;
- age groupings (program serving infants are a priority);
- accommodation pressures/service gaps;
- cost effectiveness and school viability; and
- equitable geographic disbursement of new child care spaces.

After careful review of your joint submission, I am pleased to confirm that the ministry has approved funding to support one (1) project identified by your board and CMSM. In total, your board will be allocated \$2,571,270 to undertake this project. Should your school board continue to see denied early years capital projects as a priority then your school board may submit them during future rounds of the EYCP.

School boards who have not expended their Schools-First Child Care Capital Retrofit Policy (SFCCCRP) funding are expected to utilize their uncommitted SFCCCRP allocation towards approved child care capital projects supporting additions and renovations that have been approved for capital funding consideration under the EYCP.

Please be aware that the ministry has funding available to address costs related to unique site costs, acquisition and/or demolition and will consider providing additional funding to the board based on the submission of a detailed estimate of these costs.

Please note this funding is conditional upon amendments to the 2018-19 Grants for Student Needs (GSN) regulation by the Lieutenant Governor in Council.

Appendices

Appendix A provides a complete list of EYCP projects submitted by your board and CMSM/DSSAB. The ministry's decisions were based upon the needs identified in the joint submission form submitted by your school board and CMSM/DSSAB.

If your board chooses to address these projects with a project other than the ones outlined in the EYCP business case your board must receive the ministry's approval prior to retaining an architect. In some cases, this may require your board to forfeit their project approvals and resubmit their requests in a future round of EYCP funding.

Any changes to approved child care or child and family program capital projects will require approval from your local CMSM/DSSAB.

Payment

EYCP operates on a grant payment process, where cash flow is based on school board spending. There are two annual reporting periods these programs:

- For the period of September 1st to March 31st, all related expenditures are recorded in the board's March Report; and,
- For the period of April 1st to August 31st, all related expenditures are recorded in the board's financial statements.

School boards will also be funded for the short-term interest costs related to these capital programs reflecting that cash flows will occur on a semi-annual basis. The short-term interest payments will be calculated in a manner similar to how they have been calculated for other eligible capital programs.

School boards should continue to report any new capital projects that have received a funding allocation/approval in the Inventory Data section of the ministry's School Facilities Inventory System (SFIS), including child care and child and family programs.

Board Responsibilities

Your board is responsible and will be held accountable for implementing appropriate measures to ensure that the project cost and scope are within the approved funding and does not exceed the ministry's cost and space benchmarks. The EYCP funding allocation you have received can only be used to address capital costs related to the creation of child care and/or child and family program rooms.

Your board should ensure that all tender documents and contracts are completed in such a way to identify the costs associated to each type of ministry funding source, including but not limited to early years spaces.

Accountability and Reporting Process

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 ATP before the project can be tendered.

School boards and CMSMs/DSSABs are required to provide the Ministry with a floor plan approval letter issued by the Ministry of Education's Child Care Quality Assurance and Licensing Branch as part of their ATP request.

Rooms must be built in accordance with the *Child Care and Early Years Act, 2014* (CCEYA).

Communications Protocol Requirements: Public Communications and Events

All public announcements regarding capital investments in child care, child and family programs and/or the publicly funded education system are joint communications opportunities for the provincial government, the school board, the CMSM/DSSAB, and/or community partners.

Public Communications

School boards, CMSMs/DSSABs, and/or community partners should not issue a news release or any other media-focused public communication regarding major capital construction projects without publicly recognizing the Ministry of Education's role in funding the project. In addition, school boards, CMSMs/DSSABs, and/or community partners should contact the Ministry of Education to receive additional content for media-focused public communications, such as quotes from the Minister(s).

The Ministry of Education may also choose to issue its own news release about various project milestones in addition to those prepared by school boards, CMSMs/DSSABs, and/or community partners. If the ministry chooses to do so, school boards,

CMSMs/DSSABs, and/or community partners will be contacted to get quotes, as appropriate.

The intent of this protocol is to secure as much attention and media coverage for these events as possible. By doing so, it will help promote the role of all involved including the Ministry of Education, school boards, CMSMs/DSSABs, and/or community partners in bringing exciting new capital projects to benefit local communities.

Major Announcements and Events

Important: For all new school openings, or openings of major additions which includes child care and/or child and family programs and/or community hubs, the Minister of Education and the Minister Responsible for Early Years and Child Care must be invited as early as possible to the event. Invitations should be sent to information.met@ontario.ca. Where appropriate, the Ministry's Regional Manager, Field Services Branch, in your area should be copied.

School boards, CMSMs/DSSABs, and/or community partners are not to proceed with their public events until they have received a response from the office of the Minister of Education or the office of the Minister Responsible for Early Years and Child Care regarding the invitation. School boards, CMSMs/DSSABs, and/or community partners will be notified within 15 business days of their opening event as to the Ministers' attendance. Please note that if the date of your event changes at any time after the Ministers have received the invitation, please advise us of the change at the same e-mail address above.

If the Minister of Education or the Minister Responsible for Early Years and Child Care is unavailable, the invitation may be shared with a government representative who will contact your school board, CMSM/DSSAB, and/or community partner to coordinate the details (e.g., a joint announcement).

Note: School boards, CMSMs/DSSABs, and/or community partners are not expected to delay their announcements to accommodate the Ministers or a Member of Provincial Parliament (MPP). The primary goal is to make sure that the Ministers are aware of the announcement opportunity.

Other Events

For all other media-focused public communications opportunities that are not major events, such as sod turnings for example, an invitation to your local event must be sent to the Minister of Education and the Minister Responsible for Early Years and Child Care by e-mail (see above) with at least three weeks' notice. Again, please send a copy to the Ministry's Regional Manager, Field Services Branch, in your area, where appropriate. Please note that if the date of your event changes at any time after the Ministers have received the invitation, please confirm the change at the same e-mail address above.

School boards, CMSMs/DSSABs, and/or community partners are not expected to delay these “other” events to accommodate the ministers. Only an invitation needs to be sent; a response is not mandatory to proceed.

This communications protocol does not replace school boards’ existing partnership with the Ministry of Education’s regional offices. Regional offices should still be regarded as school boards’ primary point of contact for events and should be given updates in accordance with existing processes.

Acknowledgement of Support

You must acknowledge the support of the Government of Ontario in media-focused communications of any kind, written or oral, relating to the agreement or the project. This could include but is not limited to, any report, announcement, speech, advertisement, publicity, promotional material, brochure, audio-visual material, web communications or any other public communications. For minor interactions on social media, or within social media such as Twitter, etc. where there is a tight restriction on content, government acknowledgement is not required. The same applies to reactive communications (e.g., media calls); however, if possible, such an acknowledgement is appreciated.

Signage

For all capital construction projects that exceed \$100,000, school boards will be required to order and display signage at the site of construction that identifies the support of the Government of Ontario. Signage will be provided to school boards by the Ministry of Education. School boards are then responsible for posting the signage in a prominent location. This should be done in a timely manner following the receipt of the signage. All signage production costs will be covered by the Ministry of Education, including the cost of distributing the signage to school boards.

Should you have any communications-related questions, please contact Dylan Franks at (416) 325-2947 or Dylan.Franks@ontario.ca.

We would like to take this opportunity to thank you and your staff for your assistance and support throughout this process, and look forward to continuing to work with your school board.

Should you have any questions about the EYCP funding allocation, please contact your Capital Analyst, Sarosh Yousuf, at Sarosh.Yousuf@ontario.ca or (416) 325-8059.

For any questions related to the child care and/or child and family programs, please contact your regional Early Years and Child Care Division representative.

Original signed by:

Joshua Paul
Assistant Deputy Minister
Capital and Business Support Division

Original signed by:

Shannon Fuller
Assistant Deputy Minister
Early Years and Child Care Division

Attached: Appendix A – Complete List of EYCP Submissions for School Board

- c: Roxana Negoï, Superintendent of Business and Treasurer
Anna Prkacin, Early Years Lead
Sandy Palinski, Director of Children's Services, Regional Municipality of Halton
Paul Bloye, Director, Capital Program Branch
Colleen Hogan, Director, Capital Policy Branch
Julia Danos, Director, Early Years and Child Care Programs and Service Integration Branch
Holly Moran, Director, Child Care Quality Assurance and Licensing Branch
Dylan Franks, Senior Information Officer, Communications Branch
Dolores Cascone, Early Years Education Officer, Early Years and Child Care Programs and Service Integration Branch
Isilda Kucherenko, Early Years Advisor, Early Years and Child Care Programs and Service Integration Branch
Sarosh Yousuf, Capital Analyst, Capital Program Branch

Halton Catholic DSB													
Child Care Projects	CMSM/DSSAB Name	Rooms					Spaces					Capital Funding	Comments
		Infant	Toddler	Preschool	Family Age Group	Total	Infant	Toddler	Preschool	Family Age Group	Total		
												\$ 2,571,270	
St. Peter CES	Regional Municipality of Halton	1	2	2	0	5	10	30	48	0	88	\$ 2,571,270	Approved

*Note: School boards who did not fully expend their Schools-First Child Care Capital Retrofit Policy (SFCCCRP) funding by August 31, 2017 are expected to utilize their uncommitted SFCCCRP allocation towards approved child care capital projects supporting additions and renovations that have been submitted for capital funding consideration under the EYCP.

HALTON CATHOLIC DISTRICT SCHOOL BOARD

**ST. PETER CATHOLIC ELEMENTARY
SCHOOL CHILD CARE ADDITION
PROJECT**

PRELIMINARY BUDGET ESTIMATE

EXPENSES	March 14, 2018 BUDGET ESTIMATE		
Construction	\$2,100,000		
Professional Fees	195,000		
Inspections, soil test, surveys	30,000		
Site Plan & Building Permit fees	30,000		
Contingencies	30,000		
Net HST (2.21%)	51,270		
Furniture & Equipment, Including IT	135,000		
SUB-TOTAL	2,571,270		
Bridge Financing	35,000		
TOTAL	\$2,606,270		

REVENUE			
Ministry of Education a) Child Care	2,571,270		
SUB-TOTAL	2,571,270		
GSN – Interest Revenue	35,000		
TOTAL	\$2,606,270		



Sketch Plans

For the Child Care Addition to

St. Peter Catholic Elementary School

137 Dixon Dr., Milton, ON

December 3, 2018

mc | architects

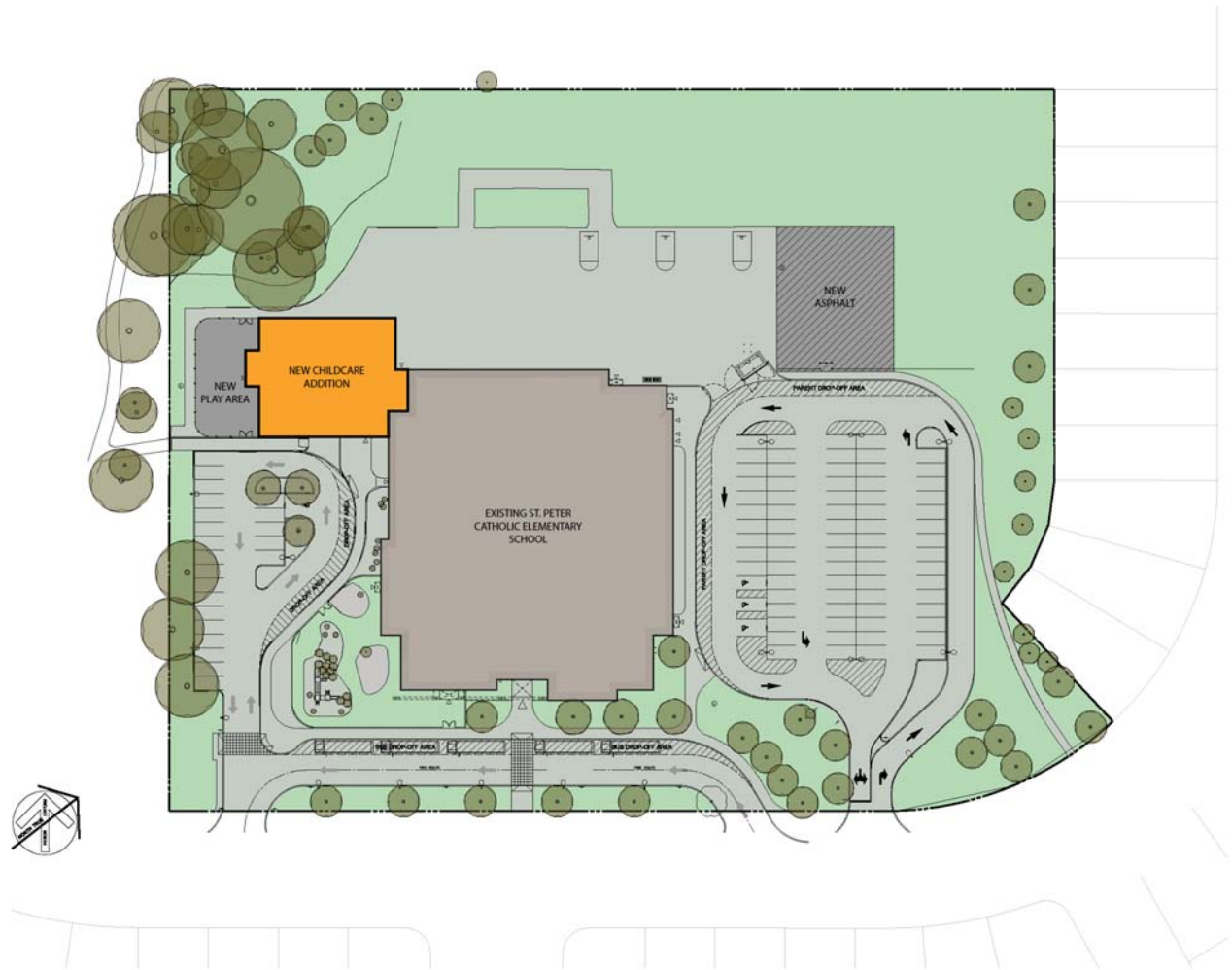
Table of Contents

	Page
1.0 Building Program.....	1
2.0 Drawings:	
Site Plan.....	2
Floor Plan	3
Elevations	4
3.0 Preliminary Project Information.....	5
4.0 Project Schedule.....	6

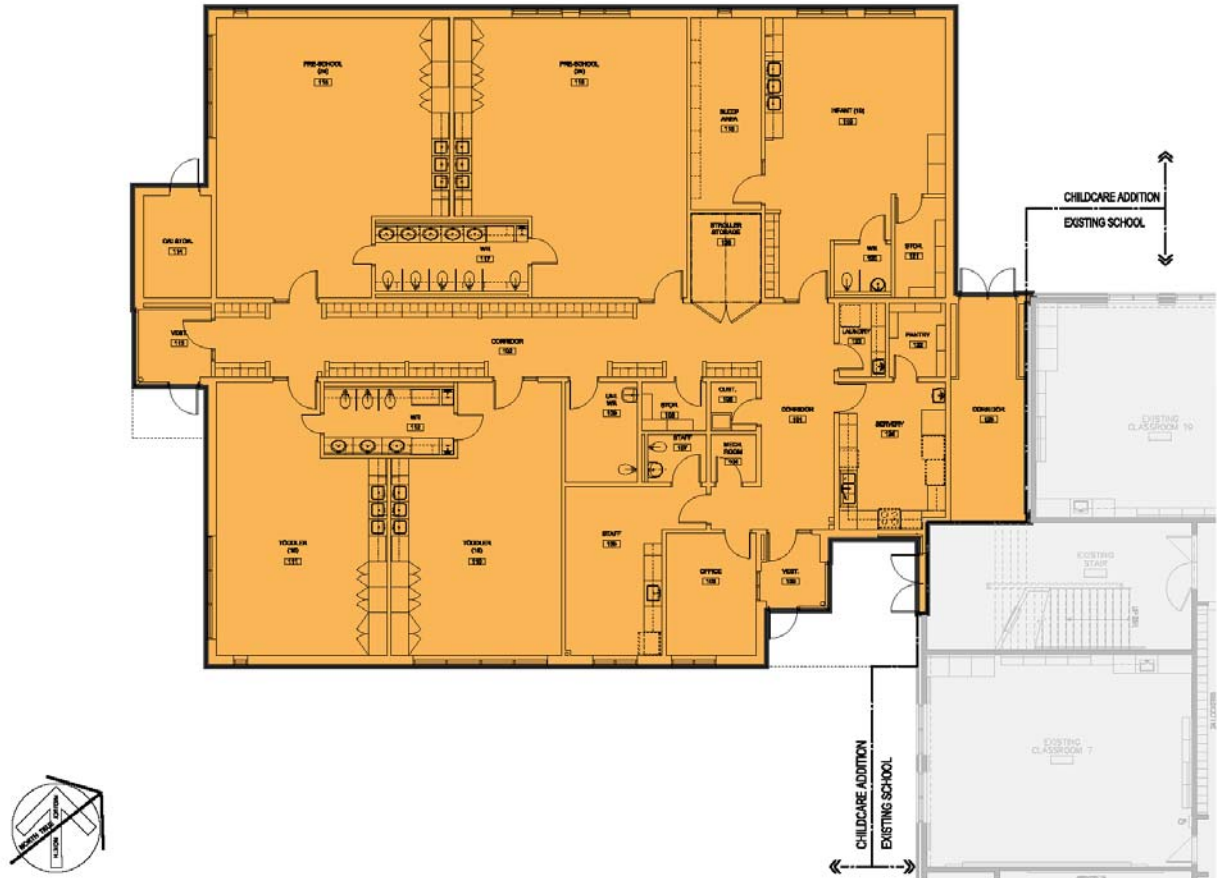
1.0—Building Program

NEW ONE-STOREY CHILD CARE ADDITION					
No.	Room Number	Room Name	Pupil Loading	Area (m ²)	Area (ft ²)
1	100	VEST.		6	60
2	101	CORRIDOR		23	253
3	102	CORRIDOR		50	536
4	103	OFFICE		14	150
5	104	MECH. ROOM		3	30
6	105	CUST.		3	30
7	106	STOR.		4	43
8	107	STAFF WR		4	39
9	108	STAFF		23	248
10	109	UNI. WR		9	99
11	110	TODDLER	15	52	564
12	111	TODDLER	15	52	564
13	112	WR		11	115
14	113	VEST.		7	77
15	114	O/D STOR.		9	94
16	115	PRE-SCHOOL	24	74	801
17	116	PRE-SCHOOL	24	74	801
18	117	WR		13	136
19	118	SLEEP AREA		17	183
20	119	INFANT	10	52	563
21	120	WR		3	37
22	121	STOR.		6	69
23	122	PANTRY		5	56
24	123	LAUNDRY		4	46
25	124	SERVERY		19	208
26	125	CORRIDOR		21	225
27	126	STROLLER STORAGE		8	82
TOTAL			88	568	6109

2.0—Drawings: Site Plan



2.0—Drawings: Floor Plan



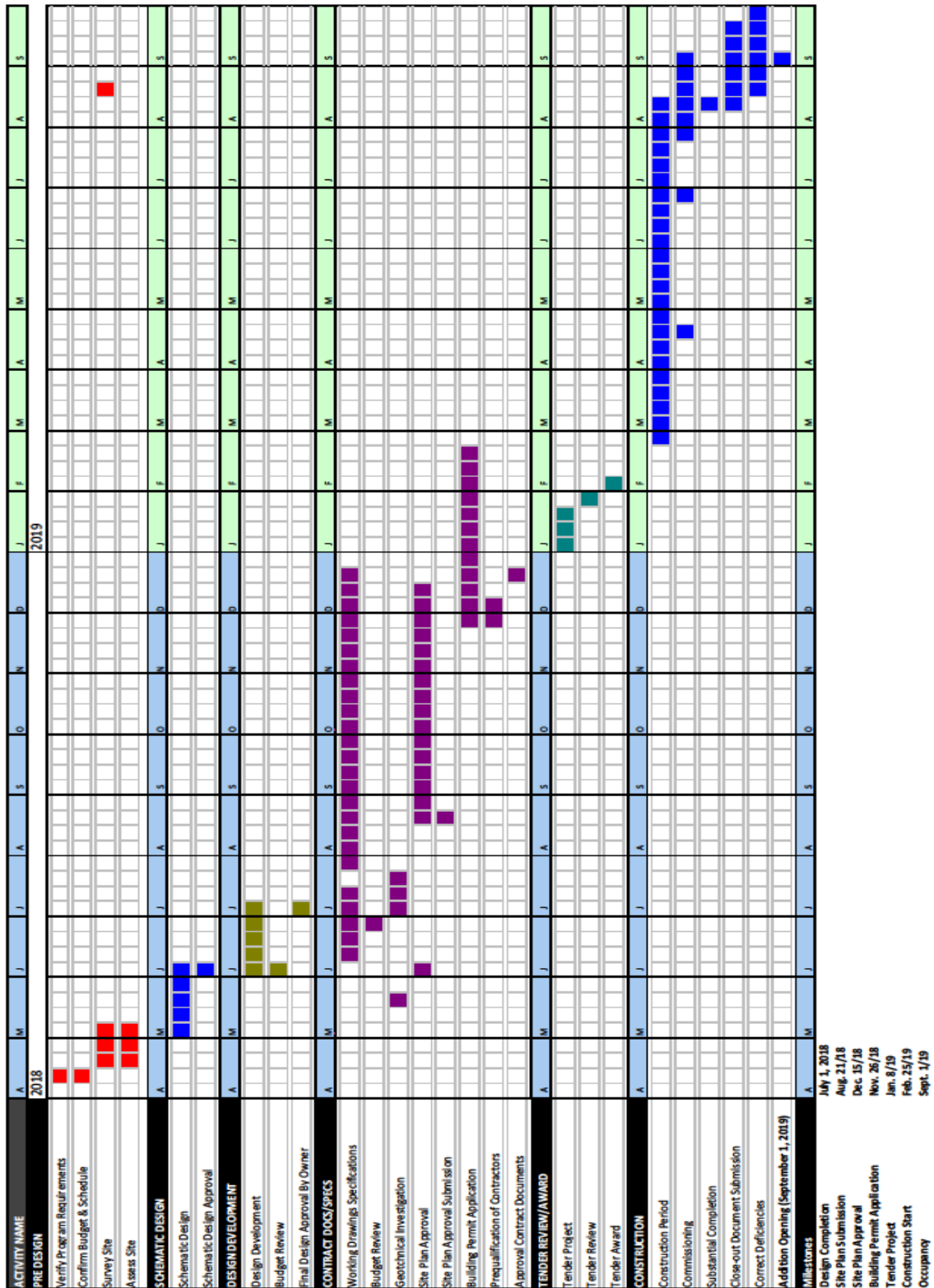
2.0—Drawings: Elevations



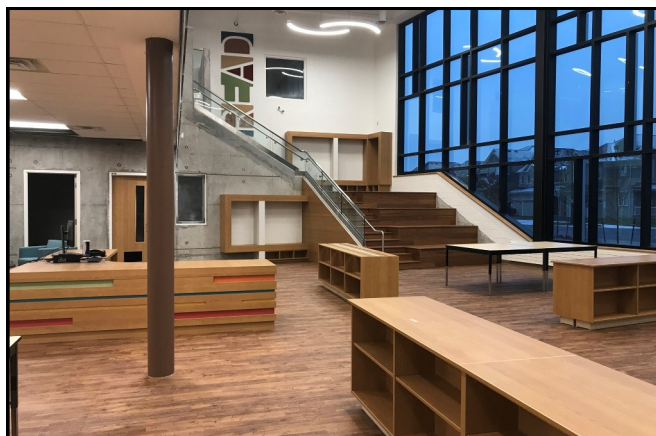
3.0— Preliminary Project Information

SITE	
Site Area	2.45ha (24497.93m ²) (6.05acres)
Building Coverage (1st flr. + 2nd flr. + add.)	(6530.57m ²)
Lot Coverage (1st floor + add./ site area)	16.24%
Parking	99
BUILDING	
One-Storey GFA Addition	643.31
LANDSCAPE	
New Play Area	270.64 m ²
PRELIMINARY BUDGET	
Construction	\$ 2,100,000.00
SCHEDULE	
Tender	Early 2019
Start of Construction	End of February
Occupancy	Mid-August

4.0—Project Schedule



Construction Report 10.8 - November



Construction Update

- The pictures above were taken on December 12, 2018. The top pictures show the completed library. The bottom-left picture shows the front display cabinets. The bottom-right picture shows the completed stage area.
- Work completed included finishing trades.

Schedule Update

- Completion of minor deficiencies.

If you have any comments or questions about the new school, please contact Jeff Crowell, Superintendent of Education at (905) 632-6300 ext. 127 or e-mail crowellj@hcdsb.org. For school construction information contact Ryan Merrick, Superintendent, Facility Management Services at (905) 632-6300 ext. 171 or e-mail merrickr@hcdsb.org.

St. Mark Catholic Elementary School Addition Project

Construction Report 10.9 - November



Construction Update

- The pictures above were taken on December 11, 2018. The top-left picture shows completed roof assembly and ongoing brick veneer. The top-right picture shows completed concrete sidewalks and ongoing play area. The bottom-left picture shows ongoing HVAC installation. The bottom-right picture shows ongoing painting in the corridors.
- Work completed included completion of roofing system and the retaining wall.

Schedule Update

- Completion of brick veneer.
- Mechanical and electrical contractors to continue services installation.
- Finishing trades to begin.

If you have any comments or questions about the new school, please contact Lorrie Naar, Superintendent of Education at (905) 632-6300 ext. 135 or e-mail naarl@hcdsb.org. For school construction information contact Ryan Merrick, Superintendent, Facility Management Services at (905) 632-6300 ext. 171 or e-mail merrickr@hcdsb.org.

MINUTES OF THE CATHOLIC PARENT INVOLVEMENT COMMITTEE (CPIC)

Date: November 5, 2018
Time: 7:00 pm
Location: Catholic Education Centre - Board Room
802 Drury Lane
Burlington, Ontario

Members Present	J. Rowles	S. Guevara
	D. Garell-Teti	A. Gonzalez
	R. Alfaro	C. Thompson
	A. Iantomasi	F. Volante
	V. Monaco	A. A. LeMay
	S. Edeigba	A. McKinney
	S. DeSousa	
	Fr. Francis Salasiar	

Regrets	K. Bivand
	A. Wright
	G. Merritt-Murrell
	H. Karabela
Chair:	C. Thompson; F. Volante
Recording Secretary	M. Zammit

1. Opening Prayer:
The meeting opened at 7:00 p.m. with a prayer led by F. Volante.

2. Approval & Revisions
2.1 Agenda
Moved by: A. Gonzalez
Seconded by: R. Alfaro
That, the agenda be approved as submitted.

CARRIED

2.2 Minutes
Moved by: S. Guevara
Seconded by: A. LeMay
That, the minutes of the October 1, 2018 Catholic Parent Involvement Committee be approved as submitted.

CARRIED

3. Board Update
J. Rowles provided a Board update on the following:

- Grade 8 Parent Information Nights will take place throughout the month of November at all Secondary Schools
- Elementary Progress Reports going home in November followed by teacher parent interviews on November 22nd and November 23rd

- Superintendent Rowles responded to questions on the Extended French program changes and locations. More information is available on Board website, and communication was sent out to parents. Discussion followed on staffing.
- Question was asked about the new school messenger. Superintendent Rowles confirmed both elementary and secondary panels are moving forward with the new system.
- Question was asked if CPIC could receive Board package in advance.

4. **Trustee Update**

A. Iantomasi provided Trustee update on the following:

- Outlined the election results for the new Board of Trustees.
- *Policy V-04 School Fundraising Activities* has been reverted back to the original policy and no changes have been made.
- Questions were asked what capacity CPIC has when decisions are made within the Board. Trustee Iantomasi provided details and process when a new policy is adapted. CPIC representation is encouraged at each Board Meeting.

5. **OAPCE Update**

D. Garell-Teti provided positive feedback received from the commissioning ceremony that took place at the last Catholic Council of Charis Meeting. Members were encouraged to register online for the upcoming OAPCE Summit and AGM.

6. **Pro-Grant and Ministry of Education Update**

D. Garell-Teti spoke to the current hold on PRO Grant funds from the Ministry of Education, and inquired if the Board is sending out communication to school councils advising them of the hold. J. Rowles responded noting since the funds are on hold no money has been sent to schools. Principals will be reminded of the hold at upcoming principals meeting.

7. **Council of Chairs**

F. Volante received positive feedback from the October Catholic Council of Chairs meeting. The committee discussed possible topics and speakers for upcoming Council of Chairs meetings. The importance of having an opportunity for parents to be interactive was expressed.

- Math
- New Cannabis Act
- 21st Century
- Truth and Reconciliation
- Opportunity for new Trustees to introduce themselves
- Guided Meditation

8. **Board Committee**

Communication is forthcoming with description of each committee.

9. **CPIC Subcommittees**

- Finance – current budget printout provided
- PRO Grant/Speakers –waiting on update from ministry

10. **Events Updates –**

- **OAPCE Conference/Gala (November 24th)** – Information was shared with committee and OAPCE members at the last Council of Chairs meeting
- **Halton Alive Gala (October 19th)** – Positive feedback
- **Bishop's Dinner (November 7th)** - confirmed attendance

11. Other Business/Future Agenda Items

- 2018 Goal of the Committee – A summary of suggested ideas will be shared with the committee via email
- Christmas Dinner – C. Thompson will send an email with possible dates/locations
- J. Rowles suggested adding “Renewing the Promise” as a standing item on the Catholic Council of Chairs meeting agenda. J. Rowles to inquire with Superintendent L. Naar if there are extra hard copies of the document.

12. Adjournment

Moved by: R. Alfaro

Seconded by: S. DeSousa

That, the meeting adjourn

CARRIED

13. Closing Prayer

Fr. Francis Salasias closed the meeting with a prayer.

The meeting adjourned at 8:30 p.m.

MINUTES OF THE SPECIAL EDUCATION ADVISORY COMMITTEE MEETING

Date: November 12, 2018
 Time: 5:30 pm
 Location: Catholic Education Centre - Board Room
 802 Drury Lane
 Burlington, Ontario

Members Present	B. Agnew (Chair)	J. Parisi
	R. Barreiro	R. Quesnel
	D. Hotopeleanu	D. Rabenda
	M. Lourenco	S. Trites

Staff Present

C. Cipriano, Superintendent of Special Education Services
 W. Reid-Purcell, Special Education Coordinator
 V. Goodwin-Duncan, Special Education Consultant
 C. Spotswood, Elementary Teacher
 R. Havens, Computer Technician

Members Excused

L. Cipparrone
 L. Currie
 A. Iantomasi
 H. Karabela
 L. Stephenson

Members Absent

C. Parreira
 K. Bivand

Recording Secretary J. Crew

1. Call to Order

The Chair called the meeting to order.

1.1 Opening Prayer

The meeting opened at 5:36 p.m. with prayer led by B. Agnew.

1.2 Approval of Agenda

Moved by: R. Quesnel

Seconded by: D. Hotopeleanu

RESOLVED, that the agenda be accepted as received.

CARRIED

2. Actions to be taken

2.1 Minutes of the September 17, 2018 SEAC Meeting

Moved by: J. Parisi

Seconded by: R. Quesnel

RESOLVED, that the minutes of the September 17, 2018 SEAC Meeting be approved as presented.

The Chair called for a vote and the motion *CARRIED*.

3. Declarations of Conflict of Interest
No conflicts of interest were declared.

4. Action and Information Items

6.1 Webinar Working Session (B. Agnew)

B. Agnew expressed her appreciation for the opportunity to collaborate together to develop a SEAC webinar on Advocacy. Previous webinars often resulted in work that was done individually. Formats and meeting mechanics were discussed and information was drafted into a presentation.

It was determined that 2 weeks would not be a sufficient timeline for release of the webinar. Members decided to prepare a webinar to present to the new SEAC in January. The presentation will be available to the new SEAC committee for their consideration, input and to determine suitable timing for releasing the webinar.

Members will focus on finalizing the webinar at the November 29, 2018 SEAC meeting.

5. Adjournment

5.1 Resolution re Absentees (Chair)

Moved by: D. Rabenda

Seconded by: R. Quesnel

RESOLVED, that L. Cipparrone; L. Currie; A. Iantomasi; L. Stephenson, H. Karabela
be excused. *CARRIED*

5.2 Adjournment and Closing Prayer (Chair)

Moved by: S. Trites

Seconded by: D. Rabenda

RESOLVED, that the meeting adjourn. *CARRIED*

The meeting adjourned at 7:04 p.m. with a prayer led by the Chair.

MINUTES OF THE SPECIAL EDUCATION ADVISORY COMMITTEE MEETING

Date: November 12, 2018
Time: 7:00 pm
Location: Catholic Education Centre - Board Room
802 Drury Lane
Burlington, Ontario

Members Present	B. Agnew (Chair)	J. Parisi
	R. Barreiro	R. Quesnel
	L. Currie	D. Rabenda
	D. Hotopeleanu	S. Trites
	H. Karabela	
	M. Lourenco	

Staff Present

C. Cipriano, Superintendent of Special Education Services
W. Reid-Purcell, Special Education Coordinator
V. Goodwin-Duncan, Special Education Consultant
C. Spotswood, Elementary Teacher
R. Havens, Computer Technician

Members Excused

L. Cipparrone
A. Iantomasi
L. Stephenson

Members Absent

K. Bivand
C. Parreira

Recording Secretary J. Crew

1. Call to Order

The Chair called the meeting to order.

1.1 Opening Prayer

The meeting opened at 7:05 p.m. with prayer led by B. Agnew.

1.2 Approval of Agenda

Moved by: M. Lourenco

Seconded by: J. Parisi

RESOLVED, that the agenda be accepted as revised.

CARRIED

Agenda was revised to include SEAC Discussion as item 7.5

2. Presentations

2.1 Differentiated Instruction Presentation

B. Agnew welcomed, Special Education Consultant V. Goodwin-Duncan and HCDSB Elementary Teacher C. Spotswood who presented information on Differentiated Instruction.

Documents were distributed to members; time was provided to review/reflect. Information, including the history of differentiated instruction, was provided per the attached presentation.

Questions were answered and member were invited to submit any complex questions that they may have.

2. 2 World Down Syndrome Day Contest Presentation

B. Agnew welcomed Clara Pina and Rosa Maria Valdes, organizers of the Fifth Annual World Down Syndrome Day School Contest. Their presentation included information on the history and goals of the World Down Syndrome Day School Contest. Full details of the presentation are attached.

C. Cipriano confirmed that posters will be distributed and a memo will be sent out to HCDSB schools to promote the contest.

3. Actions to be taken

4. Declarations of Conflict of Interest

No conflicts of interest were declared.

5. Business Arising from Previous Meetings

B. Agnew thanked members for the SEAC Soundbytes submitted and welcomed any others that members would like to submit.

6. Action and Information Items

6.1 Spirit of Inclusion Award Criteria (B. Agnew)

B. Agnew asked members to review the criteria and nomination form and provide any feedback.

6.2 Webinar Practice Session (B. Agnew)

Deferred to next meeting. The worked done at the 5:30 pm meeting will be shared with members to assist in preparation for the November 29 SEAC meeting.

7. Communications to SEAC

7.1 **Superintendent's Report**

C. Cipriano provided updates on:

- Psych Assessments: to address the waitlist while continuing our recruitment efforts for psychology a Request for Proposal (RFP) has been issued to outside agencies for 150 psychological assessments
- Local Health Integration Networks (LHIN) Occupational Therapy (OT), Physiotherapy (PT), Speech service contracts for school supports will be transferred to ErinoakKids on January 1, 2019 for one year; ErinoakKids will assume responsibility for these services: accepting referrals and managing waitlists
- Developmental Language Disorders (DLD) D. Kollee attended a working session re: the recent international consensus on use of term DLD and whether SLPs in Ontario should be adopting this term
- Social Workers: attended half day PD on Suicide Risk Assessment at McMaster Hospital
- LHIN-Mental Health and Addiction Nurses: now provide supports to all students in need from JK to 12; previously they only served secondary
- Child and Adolescence Psychiatric Inpatient Services (CAPIS): building stronger collaboration with inpatient mental health program for students from JK up to age 17
- Gifted Catholic Learning Community (CLC): meeting was held in October at St. John CES in Burlington, led by C. Bauman and K. McCarthy, with a continued focus on Project Based Learning
- Ontario Council of Exceptional Children (CEC) Conference: C. Bauman and K. McCarthy will be presenting at the upcoming CEC Conference at the end of November, representing Special Education
- Community of Learning Day: the first ever entire department collaboration took place on Friday, November 9th, the focus was on sharing disciplines and looking at the ways our work connects in support of student achievement and wellbeing. Psychoeducational Consultants, Social Workers, Child and Youth Counsellors, Speech Language Pathologist, Communicative Disorders Assistants, Behaviour

Analysts, Itinerant SERTs, Itinerant EAs Itinerant CYCs, and Special Education Consultants shared information about scope of practice and programming to support student needs; the afternoon provided a demonstration of an effective Transdisciplinary Round

- Supporting Transitions to Post Secondary Pathways for Students with Developmental Disabilities: HCDSB is one of 6 support Boards in the Province contributing to this work; a virtual conference with the Ministry of Education was held on October 23rd, to share our work on this initiative; the focus is on looking at ways to enhance and improve outcomes for students, post-secondary
- **Geneva Centre's Symposium on Autism:** a large team of staff attended in October; our Behaviour Analysts (BAs) shared their evidence-based research and outcomes on the use of a strip suit at the Poster Sessions. Their work was chosen among many submissions to be shared at this international event.
- Peers Pilot: running at Christ the King CSS is going exceptionally well, students are participating fully and completing assigned tasks at home with the support of their parents. We are in the process of working with staff to look at training and next steps to be able to expand this work to other secondary sites
- Human Rights & Equity Manager: Sita Jayaraman has been appointed Senior Manager, Human Rights & Equity
- Mental Health MindUP Pilot Project: is a comprehensive, evidence-based program based on four pillars; neuroscience, social-emotional learning, positive psychology, and mindful awareness; HCDSB continues to expand the program each year
- SEA Breeze Publication: the first SEA Team Newsletter has been developed; the newsletter was shared with members of SEA
- SEAC Nomination information: letters went out last month to all associations that are currently on SEAC seeking nominations for the upcoming term; also reached out to the Halton LD Association; and received a nomination from FASD-One. Currently working with our Strategic Communications department around media releases to the greater community with respect to applications from other associations and the 2 member-at-large community positions.
- Special Incidence Portions (SIP) Claims: have begun, the Ministry has not streamlined the process, so we continue to work on putting together significant supporting documentation for each claim which requires the coordination of our Coordinator, Consultants and Itinerant SERTs. The increase proposed in the Spring was scaled back to its historical cap; response to this decrease was an increase in Special Education Per Pupil Amount (SEPPA) funding
- RSEC: The first Regional Special Education Superintendents (RSEC) meeting for the year will be held on Friday, December 7th at the Peel District School Board for all Toronto Area Boards
- PA Day on November 23: Half of the Educational Assistants will attend a technology in-service; the other half will attend a wellness in-service. EAs will attend the alternate in-services on the next PA Day; CYCs will attend Developmental Assets/Positive Assets PD and Catholic Values Training; Social Workers and Psychology staff participate will in a National Child Protection/Safety PD session
- Spirit of inclusion: a memo is going out to school principals seeking a nomination from each school for the Spirit of Inclusion Award. School plaques will be presented at the March 25th SEAC meeting; and individual awards will be distributed at the Annual Student Awards of Excellence on Monday, April 29, 2019. Members were asked to review the criteria and submit any changes as soon as possible
- Friendship Bench at Notre Dame: an unveiling and blessing ceremony was celebrated on Tuesday October 16
- Life Skills Thanksgiving Feast: took place on Thursday, October 4, 2018 at Jean Vanier Catholic Secondary School; photos were shared
- Special Olympics Cross Country Meets: took place at Kelso Park in Milton, dates by area included: Tuesday October 16 North Halton; Wednesday October 17 Oakville; Thursday October 18 Burlington; photos were shared
- Life Skills Christmas Party Dance: takes place on Thursday, December 13th at Saint Thomas Aquinas CSS from 9:30 am – 1:00 pm. All SEAC are invited and welcome; this year's theme is Christmas Luau;

come dressed in your best Hawaiian outfit. Let us know if you'd like to attend so we can make arrangements for you.

- Kindergarten Registration takes place during the third week of January for the 2019-2020 academic year; schools this year will also accept on-line registrations. This is a big day for all families and for us as a board as we start the process of finding out who will be coming to join us who might require support. The kindergarten questionnaire helps us to dig further and make connections to start our transition process.
- Special Education Kindergarten Information Night: will be scheduled in late February
- November 26 SEAC Meeting: will be the final SEAC Meeting for the 2014-2018 SEAC Committee; C. Cipriano invited members out for a social following the final meeting

In response to questions: we will look into providing an update on the LHIN OT, PT, SLP service contracts for school supports being transferred to ErinoakKids; and look into having the SEA Breeze newsletter posted on the Board website.

7.2 Trustee Reports

D. Rabenda congratulated H. Karabela and the 8 new trustees that will start on December 1st; the inauguration will take place at Jean Vanier CSS on December 4th. S. Trites congratulated our SEAC Chair on her new role as Trustee.

7.3 Association Report

7.4 Reports from Other Stakeholder Meetings

7.3 SEAC Discussion

Item added, during the approval of the agenda was to discuss the SEAC recruitment process; topic was covered in the Superintendent report on SEAC nominations

8. Next Agenda: Meeting Monday, November 26, 2018

This will be the final meeting for the 2014-2018 SEAC Committee. The agenda will include the SEAC Webinar planning; followed by a social.

9. Adjournment

9.1 Resolution re Absentees (Chair)

Moved by: S. Trites

Seconded by: R. Quesnel

RESOLVED, that L. Cipparrone; A. Iantomasi; L. Stephenson be excused.

CARRIED

9.2 Adjournment and Closing Prayer (Chair)

Moved by: D. Hotopeleanu

Seconded by: S. Trites

RESOLVED, that the meeting adjourn.

CARRIED

The meeting adjourned at 8:51 pm with a prayer led by the Chair.

POLICY COMMITTEE MEETING MINUTES

Date: November 13, 2018

Time: 7:00 pm

Location: Catholic Education Centre - Board Room
802 Drury Lane
Burlington, Ontario

Members Present	A. Danko	D. Rabenda
	H. Karabela	J. M. Rowe
	P. Marai	S. Trites
	A. Iantomasi	
	J. Michael	

Members Absent A. Quinn
 A. Danko

Staff Present	P. Daly, Director of Education S. Balogh, Superintendent of Education, School Services R. Merrick, Superintendent, Facilities Management Services A. Prkacin, Superintendent of Education, Curriculum Services C. Cipriano, Superintendent of Education, Special Education Services A. Swinden, Manager, Strategic Communications S. Vieira, Manager, Manager, Privacy and Information Management
Recording Secretary	J. Neuman

1. Call to Order

1.1 Opening Prayer (J. Michael)

The meeting began at 7:03 p.m. with a prayer led by J. Michael.

2. Approvals

2.1 Approval of Agenda

P#76/18

Moved by: D. Rabenda

Seconded by: J. Michael

That, the agenda be approved.

CARRIED

2.2 Approval of Minutes

2.2.1 Policy Committee Meeting - October 9, 2018

P#77/18

Moved by: S. Trites

Seconded by: A. Iantomasi

That, the minutes of the Policy Committee Meeting held on October 9, 2018 be approved, as submitted.

CARRIED

2.2.2 Special Policy Committee Meeting - October 11, 2018

P#78/18

Moved by: H. Karabela

Seconded by: S. Trites

That, the minutes of the Special Policy Committee Meeting held on October 11, 2018 be approved, as submitted.

CARRIED

2.2.3 Special Policy Committee Meeting - October 30, 2018

P#79/18

Moved by: D. Rabenda

Seconded by: H. Karabela

That, the minutes of the Special Policy Committee Meeting held on October 30, 2018 be approved, as submitted.

CARRIED

3. Action Items

3.1 Policy II-11 Daily Teacher Plans (A. Prkacin)

P#80/18

Moved by: A. Iantomasi

Seconded by: S. Trites

That, the Policy Committee recommends that Policy II-11 Daily Teacher Plans, be forwarded, along with amendments, to the November 20th, 2018 Regular Board Meeting for approval.

A. Prkacin noted the revisions to the policy.

Questions regarding ministry regulations were asked and answered

The Chair called for a vote. Recommendation **P#80/18 CARRIED**

3.2 Policy II-23 Child Care Facilities (R. Merrick)

P#81/18

Moved by: S. Trites

Seconded by: H. Karabela

That, the Policy Committee recommends that Policy II-23 Child Care Facilities, be forwarded, along with amendments, to the November 20, 2018, Regular Board Meeting for approval.

R. Merrick noted the changes to the policy

Questions regarding information from the Ministry funding and number of building affected were asked and answered.

The Chair called for a vote. Recommendation **P#81/18 UNANIMOUSLY CARRIED**

3.3 Policy II-37 Volunteers in Catholic Schools (S. Balogh) **P#82/18**

Moved by: D. Rabenda

Seconded by: A. Iantomasi

That, the Policy Committee recommends that Policy II-37 Volunteers in Catholic Schools, be forwarded, along with amendments, to the November 20, 2018 Regular Board Meeting for approval.

S. Balogh shared the revisions to the policy. The Volunteers in Schools document is in process and will be released as a resource to administrators.

Discussion followed. Questions regarding location of document; school volunteer lists and volunteer prerequisites were asked and answered.

The Chair called for a vote. Recommendation **P#82/18 UNANIMOUSLY CARRIED**

3.4 Policy II-44 Student Mental Health (C. Cipriano) **P#83/18**

Moved by: S. Trites

Seconded by: J. M. Rowe

That, the Policy Committee recommends that Policy II-44 Student Mental Health name be changed to Policy II-44 Student Mental Health and Well-being, and be forwarded, along with amendments, to the November 20, 2018 Regular Board Meeting for approval.

C. Cipriano indicated the changes to the policy reflect current best practices and Ministry regulations. Recommended that the name of the Policy be changed.

Discussion followed. Questions regarding current practice and data collection; capacity building strategies and use of outside agencies were asked and answered. It was noted that the Mental Health Strategy comes to the Board as a report on a regular basis.

The Chair called for a vote. Recommendation **P#83/18 UNANIMOUSLY CARRIED**

3.5 Policy II-46 Assessment and Evaluation (A. Prkacin) **P#84/18**

Moved by: D. Rabenda

Seconded by: J. M. Rowe

That, the Policy Committee recommends that Policy II-46 Assessment and Evaluation, be forwarded, along with amendments, to the November 20, 2018 Regular Board Meeting for approval.

A. Prkacin noted that there were no changes to the intrinsic nature of the policy, the reference that was previously included was updated to include a hyperlink.

Discussion followed. Clarification was given regarding late and missed assignments, and the purpose of the report card and communicating student progress with parents.

The Chair called for a vote. Recommendation **P#84/18 UNANIMOUSLY CARRIED**

4. Discussion Items**4.1 Policy I-07 Protection of Privacy****4.2 Procedure VI-81 Privacy Procedure****4.3 Policy I-43 Use of Technology and Digital Citizenship**

Recent concerns were brought forward to the committee for discussion. It was noted that parents should be aware of implications of use of Office 365 for HCDSB students. A request was made for parental consent and awareness for student participation.

Discussion followed. S. Balogh responded and noted that the policies and procedures are up for review in coming months. S. Vieira noted Ministry regulations, and what upcoming requirements will look like. It was also noted parents will be further notified of the use of Office 365, and it will become routine notification of collection, use, and disclosure, not consent. The information will be included in the annual information forms that are sent to parents for each school year.

School websites will be updated to include 21st Century Learning awareness. Discussion followed regarding about opting out of certain apps, and the feasibility of such.

P. Daly commented on the discussion and curriculum expectations from the Ministry of Education.

5. Information Items**5.1 Procedure VI-55 Assessment and Evaluation - Academic Dishonesty and Plagiarism (A. Prkacin)****5.2 Procedure VI-56 Assessment and Evaluation - Late and Missed Assignments (A. Prkacin)****5.3 Procedure VI-29 Supervised Alternative Learning (C. McGillicuddy)****5.4 Procedure VI-43 Home Instruction (A. Prkacin, S. Balogh)**

The procedures were included for information

5.5 Upcoming Agenda Items (December 11, 2018 Inaugural Policy Committee Meeting)**5.5.1 Policy I-14 Smoking Ban (S. Balogh)****5.5.2 Policy I-26 Student Trustees of the Halton Catholic District School Board (C. McGillicuddy)****5.5.3 Policy II-19 Educational Field Trips (S. Balogh)****5.5.4 Policy II-20 Child Abuse and Protection of Students (C. Cipriano)****5.5.5 Policy V-01 Use of School Grounds and Community Use of School Facilities (R. Merrick)****5.5.6 Policy V-09 Public Concerns Complaints Process (P. Daly, S. Balogh)****5.5.7 Information Items****5.5.7.1 Procedure VI-15 Student Trustees (C. McGillicuddy)****5.5.7.2 Procedure VI-70 Educational Field Trips (S. Balogh)****5.5.7.3 Procedure VI-07 Transportation of Students in Private Vehicles Driven by Other Students (S. Balogh, R. Negoj)****5.5.7.4 Procedure VI-07 (a) School Bus Accident Procedure (S. Balogh, R. Negoj)****5.5.7.5 Procedure VI-14 Transportation of Students in Private Vehicles Driven by Volunteer Drivers (S. Balogh, R. Negoj)****5.5.7.6 Procedure VI-32 Child Abuse and Protection of Students (C. Cipriano)****5.5.7.7 Procedure VI-49 Use of School Facilities Election Day (R. Merrick)**

6. Miscellaneous Information

6.1 Policy Committee Work Plan 2018-2019 (S. Balogh)

The Policy Committee Work Plan was included as information

7. Correspondence

There was no correspondence.

8. In Camera

There was no In Camera session.

9. New Business

There was no new business

10. Motion to Excuse Absent Committee Members

P#85/18

Moved by: A. Iantomasi

Seconded by: H. Karabela

That *Trustee Quinn and Trustee Danko be excused.*

CARRIED

11. Motion to Adjourn/ Closing Prayer (A. Quinn)

P#86/18

Moved by: J. Michael

Seconded by: H. Karabela

That *the meeting adjourn.*

CARRIED

P. Marai closed meeting with prayer at 8:09 p.m.