

**REGULAR BOARD MEETING
AGENDA**

Date: Tuesday, June 16, 2020
Time: 7:30 pm
Location: Teleconference

	Pages
1. Call to Order	
1.1 Opening Prayer, National Anthem and Oath of Citizenship (D. Caratao)	
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	
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5. Delegations	
6. Approval of Minutes	
6.1 Minutes of the June 2, 2020 Regular Board Meeting	22 - 29
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7.1 Summary of Outstanding Items from Previous Meetings	30 - 32
8. Action Items	
8.1 Renaming of Jean Vanier Catholic Secondary School (J. Crowell)	33 - 37
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8.6 School Generated Funds (SGF) (P. DeRosa)	57 - 57
9. Staff Reports	
9.1 2020-21 Budget Estimates (Verbal) (A. Lofts)	

10.	Information Items	
10.1	Student Trustees Update (D. Caratao, M. Bhambra, D. Suan)	
10.1.1	Food Waste Management Practices (D. Suan)	58 - 60
10.2	Construction Report - Assumption Catholic Secondary School, Bishop P.F. Reding Catholic Secondary School, St. Michael Catholic Elementary School (R. Merrick)	61 - 63
10.3	Budget Report for September 1, 2019 to May 31, 2020 (A. Lofts)	64 - 70
10.4	Capital Projects Report as of May 31, 2020 (A. Lofts)	71 - 87
10.5	Halton Student Transportation Services (HSTS) Annual Report (A. Lofts)	88 - 113
10.6	Extended School Closure and September Reopening (P. Daly)	114 - 118
11.	Miscellaneous Information	
11.1	Ad Hoc/Standing By-Law Review Committee (P. Daly)	
11.2	Minutes of the May 12, 2020 Policy Committee Meeting	119 - 125
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13.	Open Question Period	
14.	In Camera	
15.	Resolution re Absentees	
16.	Adjournment and Closing Prayer (M. Duarte)	



Math Action Plan Update	Item 4.1
Tuesday, June 16, 2020	

Alignment to Strategic Plan

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

Be shepherds of God's flock that is under your care, watching over them—not because you must, but because you are willing, as God wants you to be... eager to serve.' 1 Peter 5:2

Purpose

To review the Halton Catholic District School Board (HCDSB) Math Action Plan and highlight progress made within the various Math initiatives and projects in our elementary schools, during the 2019- 2020 academic year. Our system investment in professional development, school improvement planning as well as classroom resources ensured a process for supporting all students in their learning through the Ontario Curriculum and our Catholic faith tradition in keeping with our Ontario Catholic School Graduate Expectations.

Background Information

The HCDSB Math Action Plan include the following goals:

1. Increased student achievement, well-being and engagement in mathematics;
2. Increased educator math knowledge and pedagogical expertise; and
3. Increased leader use of knowledge of effective mathematics pedagogy to provide the necessary supports and conditions for school and system improvement.

These were developed in response to key expectations defined in the *Ontario Curriculum Grades, 1 – 8, Mathematics* (2005), the objectives of the three- year Renewed Mathematics Strategy (RMS) that began in 2016, as well as the revisions outlined in *Focusing on the Fundamentals of Math* document, Grades 1 – 8, 2018.

Comments

In addition to the Math Action Plan, system math projects were guided by our Catholic values and our deeply rooted belief that our role is to ensure students entrusted to our care are provided with a safe



and nurturing learning environment that supports and guided them toward achieving their God-given potential, in every regard. These math projects are:

- Early Numeracy Screener Project (Kindergarten)
- MathUP: Working with Administrators & Primary and Junior Divisional Leads (Elementary)
- Mathematics Monitoring & Learning Project (Elementary)
- What to Look For: Mathematics Monitoring Project - Year 2 (Elementary)
- Intermediate Math Project: Building Thinking Classrooms (Elementary)

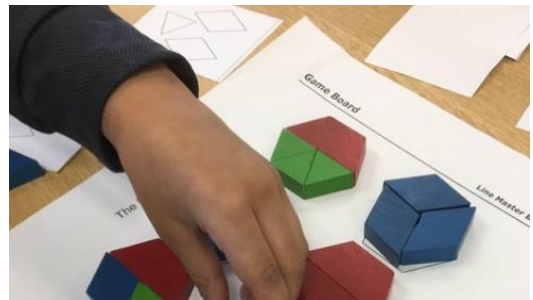
Early Years Numeracy Screener

The goal of this project was to support Kindergarten students in demonstrating an understanding of numbers, quantities, and relationships as well as explore their spatial reasoning skills, within a context of play.

Number of Teachers involved: 34

Number of Professional Learning Sessions provided: 1

Number of Students Impacted: 510



"First year screener is age appropriate and provided us with clear data to inform instruction regarding early counting principals. The Second year screener was eye opening, especially the spatial reasoning task."
– Kindergarten Educator, St. Joan of Arc, Oakville

Intermediate Math Project: Building Thinking Classrooms

The focus of the Intermediate Math Project, *Building Thinking Classrooms*, was to focus on strategies to facilitate meaningful discourse in the mathematics classroom. Throughout this collaborative inquiry, intermediate teachers began to explore instructional they could make in choosing rich tasks that increase students' level of engagement as well as influences that support students in becoming assessment capable, visible learners.

Number of Teachers Involved: 30

Number of Professional Learning Sessions provided: 3

Number of Students Impacted: 600

My thankful Thursday goes out to @mickleja & @MrsSzwedV I am so grateful to be part of our #buildingthinkingclassroom project 🙏 I absolutely loved our learning this AM & I am super excited to share with my students in our #hcdsbmath class tomorrow 💖





“Thank you so much for facilitating another valuable, productive and fun session in building thinking classrooms. Yet again I walk away renewed in my ability to improve my practice and armed with resources to help me do so. Thank you for the work you do with passion, knowledge and joy!”

– Grade 7 teacher, St. Matthew

“I was doing some conferences with some Gr. 7 girls and we were talking about things that they like and they said that they have changed their opinions on math this year because of the way their teacher, Mr. P., has been teaching them math this year. The girls love math this year and think that it is so fun and give all the credit to their teacher. So, I went to tell the teacher this and he said he has been adopting what he has learned from the Intermediate math project from last year and into this year. He says it has changed his teaching style.”

– conversation between Pathways Itinerant and Grade 7 Students from Our Lady of Fatima

MathUP School: Working with Administrators

The goal of MathUP is to support Administrators in leading conversations with elementary educators regarding Number Sense. These conversations were guided by the following questions:

Can our students reason mathematically? Can they work flexibly with numbers?

The focus of the work with school administrators, was to support them in:

- Knowing what to focus on mathematically;
- Leading a cultural shift in mathematics instruction;
- Engaging all teachers from Grades 1-8 in mathematics learning;
- Measuring and sustaining improvements in mathematics; and
- Deepening teacher math expertise and pedagogy.

Number of Administrators Involved: 45

Number of Professional Learning Sessions provided: 3

“MathUP has provided me with a new lens for math. In terms of professional development within our school, this has opened up a whole new conversation. Our understanding as educators has changed.”

– HCDSB School Administrator, Oakville

MathUP School: Working with Primary and Junior Divisional Lead

The goal of working with Primary and Junior Divisional Leads was to build system capacity and teacher efficacy regarding the importance of using models to support students in developing conceptual understanding of the operations and relationships among numbers.

Number of Teachers Involved: 90

Number of Professional Learning Sessions provided: 2

Number of Students Impacted: 1 800



"I love the math in-services! I feel like I've grown so much! It feels great to be able to teach kids new strategies and feel their enthusiasm for learning something new, rather than just extending the same old math patterns/algorithms year-after-year! Thanks for everything you do!" - Grade 6 Teacher, St. Mark's

Mathematics Monitoring and Learning Project:

The purposes of this project was to support teachers in developing students who 1) are mathematically proficient, 2) are able to develop flexible methods for computation and 3) can confidently use models to solve contextual problems for all operations, accurately determining what operation is involved in a problem regardless of the size of the numbers.



Creating a monitoring cycle enabled us to meet regularly with the five schools involved. Our monitoring cycle included:

- 1) **Gathering evidence:** Teachers selected 3 students to interview to determine understanding of foundational math facts.
- 2) **Analyzing Evidence:** Working with teachers, we analyzed student work samples to determine strengths, needs and developmentally appropriate next steps.
- 3) **Targeted Professional Learning:** Sessions were provided to ensure that student and educator learning needs were being addressed in a timely and responsive manner. Following the sessions teachers committed to routinely engaging in number routines to support the development of flexible strategies and models for computation. They were also provided with targeted number sense activities to engage and support students at their level of readiness.
- 4) **Audit Progress:** Teachers administered an audit task in order to monitor impact of student achievement and the cycle began again.

Number of teachers involved: 54

Number of Professional Learning Sessions provided: 3 Primary/3 Junior Sessions (+ 2 moderating sessions)

Number of Students Impacted: 1 350

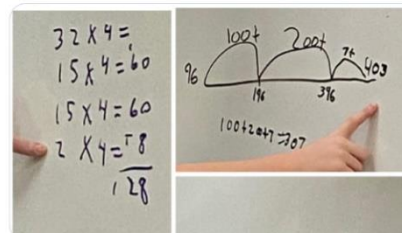


St. Brigid @StBrigidHC... · 2020-02-06
@mickleja #hcdsbmath Grade 2's are excited to be using the number line as a model for thinking!



Grade2, St. Brigid

St. Francis of Assisi @H... · 2020-01-07
Students sharing and explaining amazing math strategies in Ms. Purdy's class. Overheard in class: "I used an open number line"...."This is decomposition"...."I use the strategy of constant difference".
@HCDSB @MrsSzwedV @mickleja



Grade 3/4, St. Francis of Assisi

What to Look For: Mathematics Monitoring Project - Year 2

Day 2 is happening now! Learning how to scribe student thinking from Dr. Alex Lawson. @mrsgrovesX2 - you and I are on point! @HCDSB @StScholStorm @HRBurlington #mathisfun #whattolookfor



The focus of this project was to extend and deepen teacher understanding of the numeracy continuum. In Year 2 of the monitoring project, the focus was to continue working with Primary teachers to increase their ability to notice, name and honour where each student was in their journey towards becoming mathematically proficient, as well as to increase the ability of educators to offer instruction that was personalized to individual needs of students.

Number of Teachers involved: 30

Number of Professional Learning sessions provided: 2

Number of students impacted: 500

Conclusion

The various Mathematics initiatives and projects offered throughout the 2019-2020 school year provided teachers and administrators with an opportunity to engage in professional learning that was focused on increasing student achievement, well-being and engagement in mathematics. Ensuring that all projects involved analysis of student work allowed us to focus and design professional learning that were responsive to student learning needs, as well as supporting educators in deepening their mathematical knowledge and pedagogical expertise. Due to circumstances related to job-action and the school closure, we were unable to complete many of the projects. Based on student work and



teacher feedback we are confident that this work is having an impact on student achievement, well-being and engagement in mathematics.

Looking ahead to the 2020-21 school year we will continue to monitor teacher and student needs, and respond to changes in accordance with our “Achievement” priority as outlined in our strategic plan. We hope to engage in a fulsome quantitative and qualitative data analysis of all of our Math projects focusing on the impact of improved instructional practices upon student knowledge, confidence, retention and achievement. Creating Catholic learning environments that are conducive to developing students who are provided with every opportunity for faith formation, well-being and academic excellence will continue to be the foundation of our work.

Report Prepared by:

J. Mickle
Curriculum Consultant, Curriculum Services

Report Submitted by:

A. Prkacin
Superintendent of Education, Curriculum Services

Report Approved by:

P. Daly
Director of Education and Secretary of the Board

Elementary Mathematics Update



‘Be shepherds of God’s flock that is under your care, watching over them—not because you must, but because you are willing, as God wants you to be... eager to serve.’

(1 Peter 5:2)

Math by the Numbers

Number of System Projects for the 2019-20 school year : **6**

Number of Professional Learning Sessions facilitated: **17**

Number of Teachers Involved: **238**

Number of Students Impacted: **4 700**

Mathematics Monitoring Project

Project Goal: The purposes of this project was to support teachers in deepening their understanding of how students develop the strategies and understandings necessary in developing mathematical proficiency. Throughout the project we focused on the importance of developing flexible methods for computation and the use of models to solve contextual problems for all operations.

Number of Schools Involved: 5

Number of Teachers involved: 54

Number of Professional Learning Sessions provided: 3 Primary/ 3 Junior
(+ 2 in-school moderating sessions)

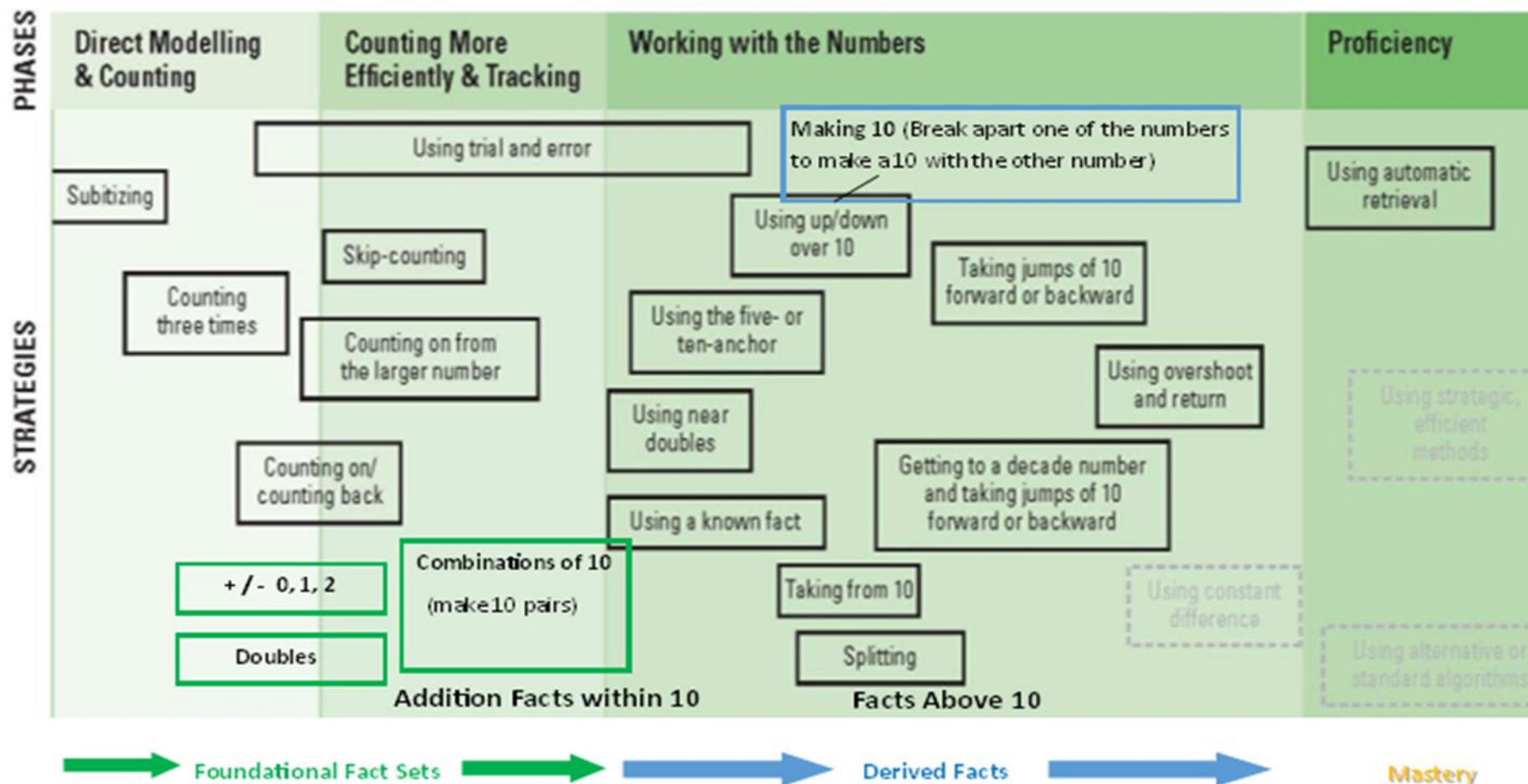
Potential Number of Students Impacted: 1 350

"I want to let you know that all of the Math work we've done has been the most important and rewarding work I've done at HCDSB. I love how you pointed me in the direction of new initiatives, and gave me the tools to continue the work in my classroom. Your guidance has truly transformed my practice." - Grade 4 Teacher

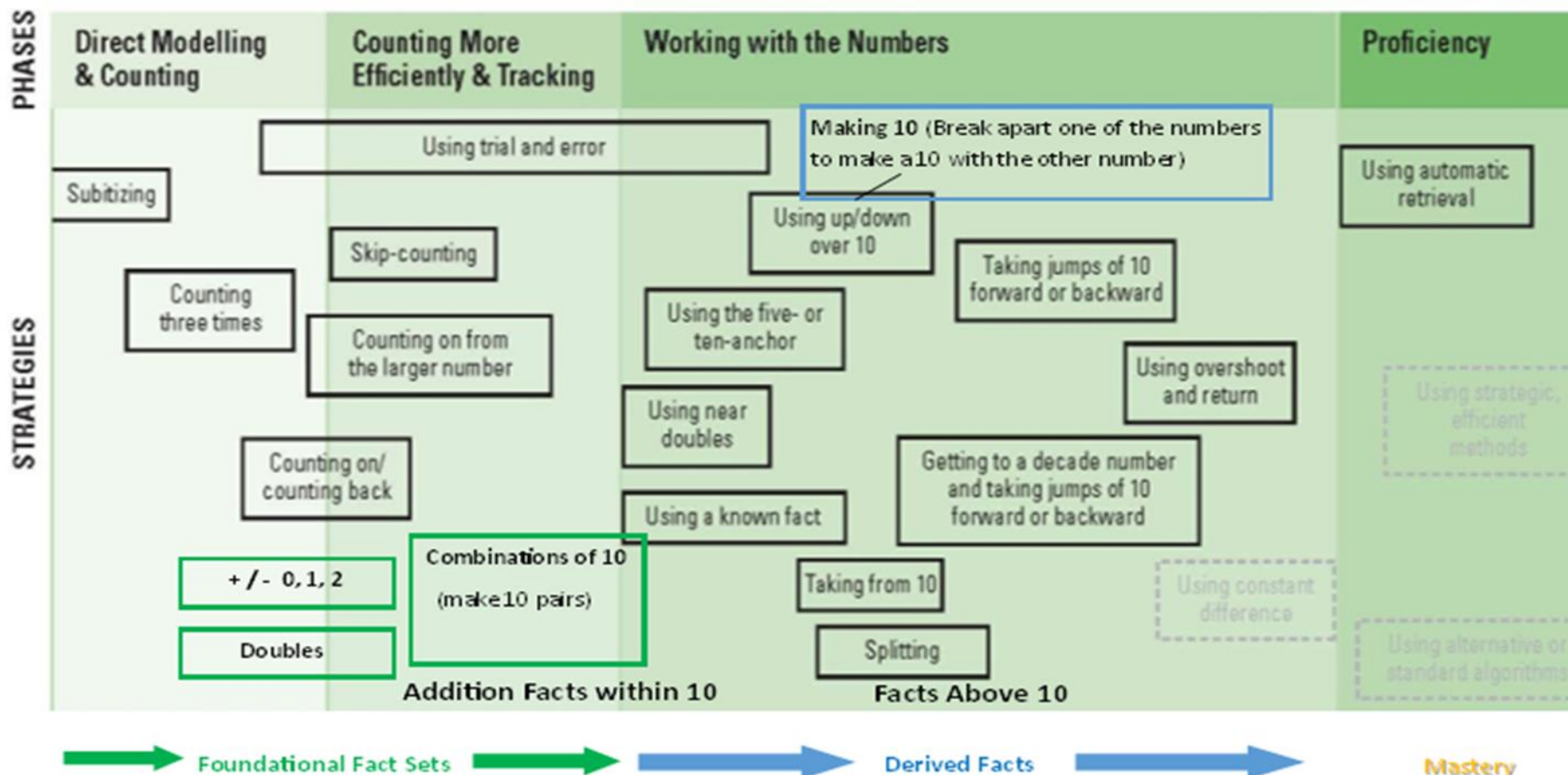


108 Primary Students were interviewed to determine their understanding of foundational facts.

What we found:



90 Junior Students were asked to answer this expression using mental math:



Results from a coaching cycle that focused on identifying student strengths and determining developmentally appropriate next steps according to Lawson's numeracy continuum:

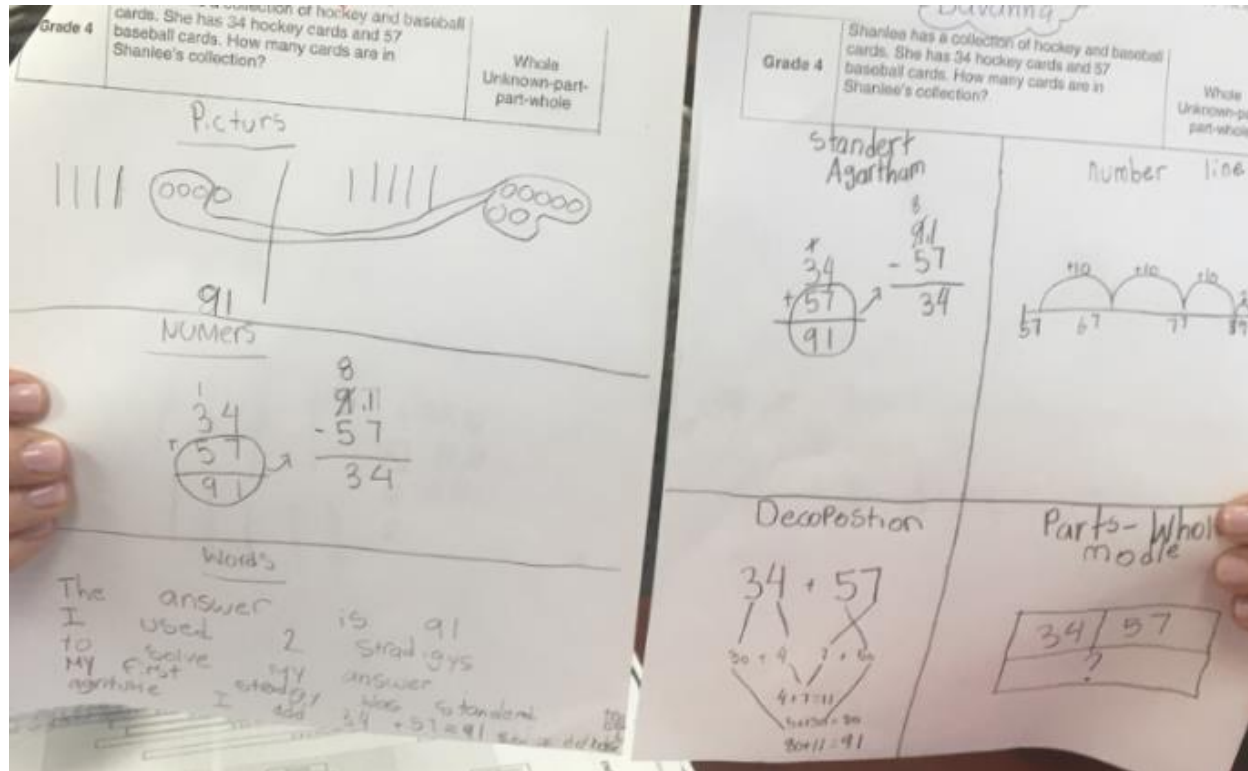
Pre- Data

Students	#	%
Direct Modelling and Counting	6	30
Beginning Counting more Efficiently and Tracking	5	25
End of Counting More efficiently	4	20
Working with Numbers (Beginning)	5	30
Working with Numbers (proficiently)		

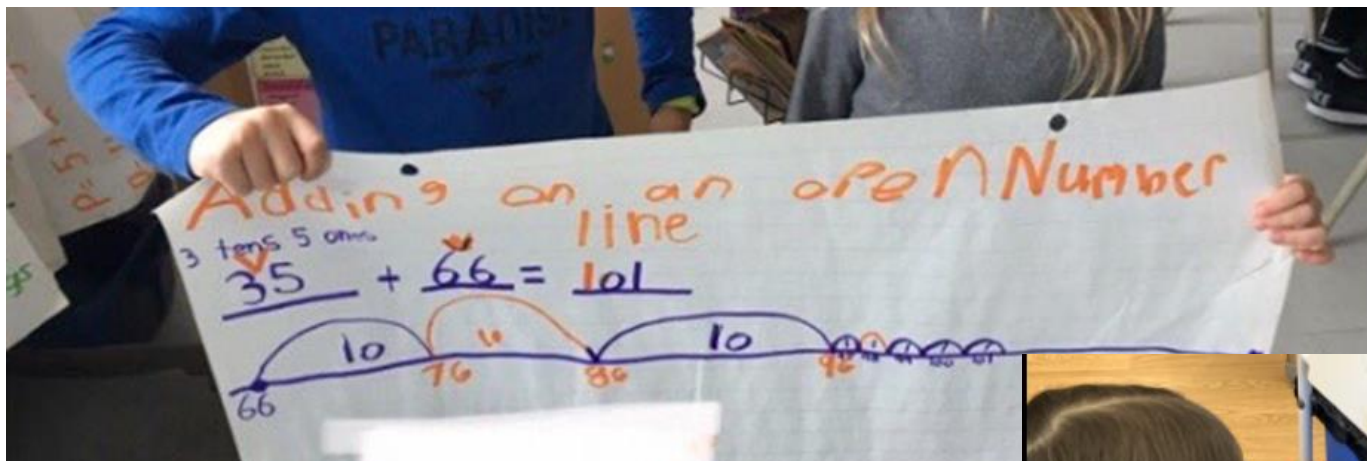
Post- Data

Students	#	%
Direct Modelling and Counting		
Beginning Counting more Efficiently and Tracking	1	10
End of Counting More efficiently	10	50
Working with Numbers (Beginning)	8	40
Working with Numbers (proficiently)		

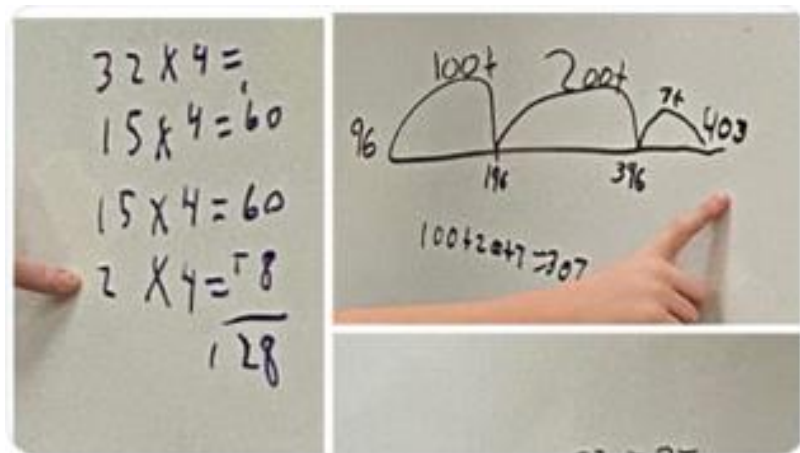
Example of Evidence collected



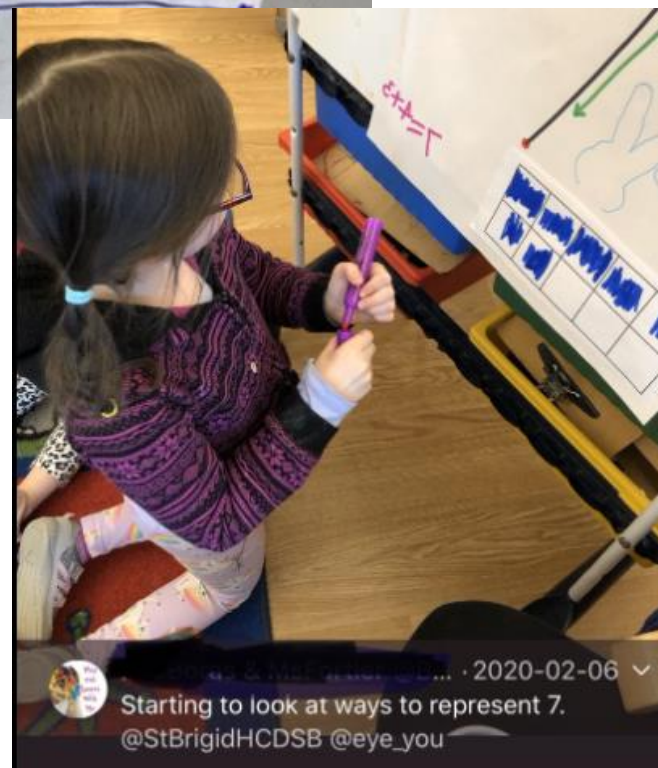
Visualization is key. "Providing opportunities for students to "see" the mathematical idea allows students to make sense of mathematics in ways that symbols alone cannot."
(Van De Walle et al., 2018)



Student work, Grade 2, St. Brigid



Student work, Grade 3/4, St. Francis of Assisi



Kindergarten work, St. Brigid

A Teacher's reflection....

“During the past school year, I administered a variety of tasks to help target student strengths and needs in math. These **interviews helped me to highlight some major gaps in a select group of students.**

One student in particular was using rudimentary math strategies that slowed her down when solving increasingly complex, multi-step problems. She **relied heavily on counting her fingers** and did not view subtraction as possible addition situations, even if the numbers were in close range to one another.

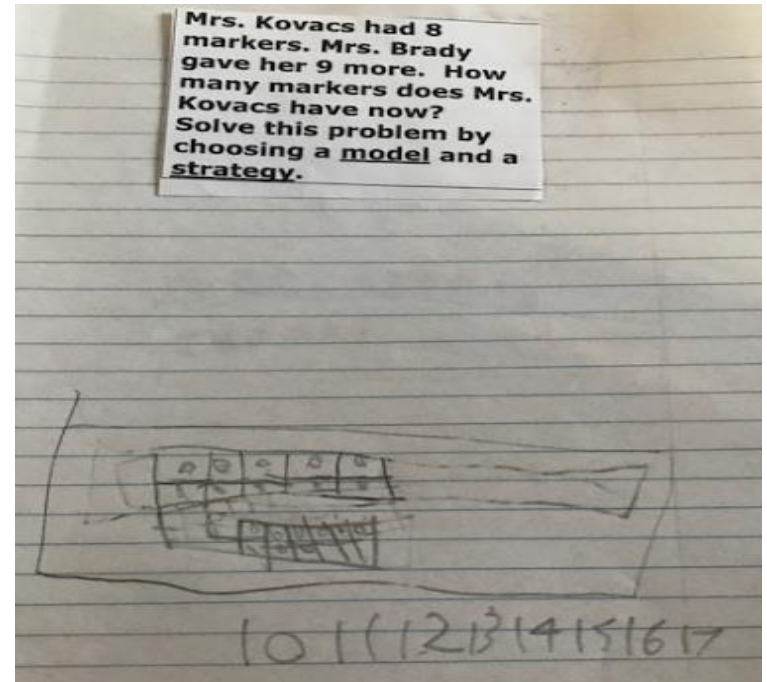
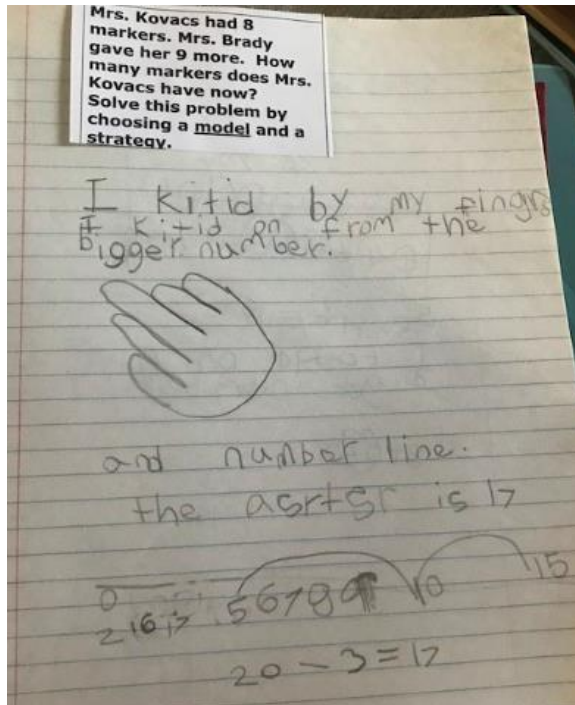
Every day I engaged my students in a number talk, as a whole- group, as well as in smaller, more focused groups. We focused on many strategies, such as composing and decomposing numbers and adding –on, and zeroed in **on using the number line as a visual model to support thinking through addition and subtraction questions.**

After implementing number talks for a few short months, **my student who was counting by one's on her fingers to solve simple addition and subtraction questions was able to explain her thinking using more efficient strategies and model her thinking on a number line. ”**

Grade 5 Teacher, St. Brigid ⁹

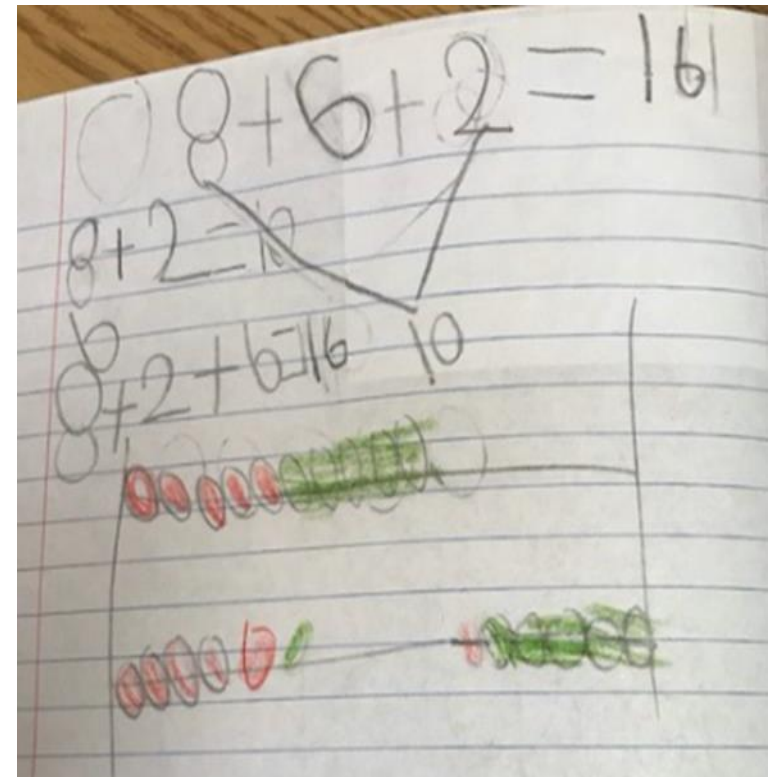
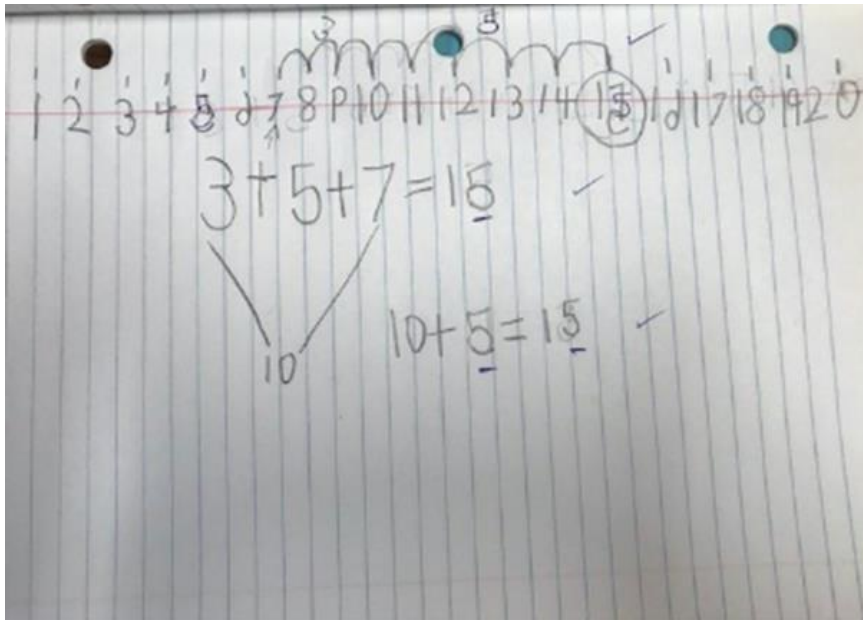
Mathematics Monitoring and Learning Project: Year 2

"For the last 2 years, I have been a part of the math monitoring project. This year was the second year for the students in my class to be a part of this project (I teach grade 2). I was excited to see the results of the task and all of their thinking when they answered the question from the MathUP Task.



I was baffled when I saw that the students could not show 3 models or strategies to solve the math problem when there was so much focus on it the year before. I reached out to Mrs. Brady to join the Student Centered Coaching with my focus on Math, mainly number talks. Mrs. Brady and I made our plan.

10



After a couple of weeks, the students were given another math problem and we could not believe our eyes. **At the beginning, not one student could use one model and strategy to solve the problem correctly. During this task, every student in the class was able to show at least one strategy or model to solve the problem.** Many students were even able to show 3 ways and the best part was they were recording the thinking happening inside of their brain on paper for us to see.

- Grade 2 teacher, Holy Rosary (B)

MathUP – Working with Administrators

Project Goal: The goal of MathUP is to provide administrators with a means to collect evidence regarding student number sense and flexibility. Through professional development sessions and professional learning embedded in the MathUP platform, administrators are leading conversations with educators regarding additive reasoning and the importance of *using models* to support conceptual understanding of the operations and relationships among numbers.

"Principal leadership is second to only classroom teaching in terms of impact on student learning and achievement" (Katz, 2018)

Number of Administrators Involved: 45

Number of Professional Learning Sessions provided: 3

Potential number of staff impacted: 1 125 *(based on an average of 25 staff per school average)*

Potential number of students impacted: 18 000 *(based on an average of 400 students per school)*

Principal Perspectives.....

*“Our goal was to use the Math Up program and take it slow in order to **increase staff knowledge over time**. We **provided staff hands-on practice, using the Math Up resource during staff and divisional meetings**, that they could then take back to their classrooms to implement. **Between the first Math Up task administered within all classes to gather data, in Grades 1-8, and the following tasks, both students and staff showed an increase in the use of various models and strategies to find their answers, such as number lines, decomposition, using benchmarks, etc. while showing fewer students resorting to the use of standard algorithm**. The Math Up program has been received extremely positively by both administration and staff in order to build upon our student’s number sense and ability to reason and think flexibly with numbers. **Our goal is to ensure our students can find multiple ways to solve a problem, using the strategies and models that work for them. We want to help our students understand the question(s) being asked, to make it easier for them, so that they become confident mathematicians.**”*

- HCDSB School Administrator, Georgetown

“MathUP has provided me with a new lens for math. In terms of professional development within our school, this has opened up a whole new conversation. Our understanding as educators has changed.”

– HCDSB School Administrator, Oakville ¹³



MathUP – Working with Divisional Leads

Project Goal: to provide professional development sessions that focus on the goals outline in HCDSB's Math Action Plan; to build system capacity and teacher efficacy regarding the importance of models in developing conceptual understanding of the operations and relationships among numbers.

Number of Teachers Involved: 90

Number of Professional Learning Sessions provided: 2

Potential Number of Students Impacted: 1 800

"I love the math in-services! I feel like I've grown so much over the last 3+ years! It feels great to be able to teach kids new strategies and feel their enthusiasm for learning something new, rather than just extending the same old math patterns/algorithms year-after-year! Thanks for everything you do!" - Grade 6 Teacher, St. Mark's



*"Let us not become weary in doing good,
for at the proper time,
we will reap a harvest if we do not give up."*

Galatians 6:9

MINUTES OF THE REGULAR BOARD MEETING

Date: June 2, 2020
Time: 7:30 pm
Location: Catholic Education Centre
802 Drury Lane, Burlington

Board Room Attendance: V. Iantomasi, Chair of the Board
P. Daly, Secretary of the Board
C. Cipriano, Superintendent of Education, Special Education Services
A. Lofts, Superintendent and Treasurer of the Board, Business Services
A. Swinden, Manager, Strategic Communications
R. Di Pietro, Recording Secretary

Trustees:	B. Agnew	H. Karabela
(Electronically)	P. DeRosa	P. Murphy
	M. Duarte, Vice-Chair of the Board	J. O'Hearn-Czarnota
	N. Guzzo	T. O'Brien

Student Trustees:	M. Bhambra	D. Suan
(Electronically)	D. Caratao	

Senior Staff:	S. Balogh	L. Naar
(Electronically)	J. Crowell	J. O'Hara
	C. McGillicuddy	T. Pinelli
	R. Merrick	A. Prkacin

Also Present: M. Carnelos, Curriculum Coordinator (Acting), Curriculum Services
(Electronically) A. Cross, Senior Manager, Financial Services
L. Collimore, Chief Officer, Research and Development Services
K. Davison, Curriculum Consultant, Curriculum Services
R. DeFranco, Creative Design Officer, Strategic Communications
M. Ives, Curriculum Consultant, Curriculum Services
J. Kenney, Curriculum Consultant, Curriculum Services
J. Staples, Curriculum Coordinator, Curriculum Services

1. Call to Order

The Chair called the meeting to order.

1.1 Opening Prayer, National Anthem, and Oath of Citizenship (M. Bhambra)

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

1.2 Motions Adopted In-Camera

There were no motions adopted in-camera to be read in public session.

1.3 Information Received In-Camera

The following information was received in-camera:

Retirements

Ann Marie Di Leonardo, Kathleen Douthart and Wendy Glinski retiring effective June 30, 2020.

Acting Department Heads

Denise Grightmire and Jessica Maciel appointed as Acting Department Heads effective September 1, 2020 for a period of up to one (1) year.

2. Approval of the Agenda

The following was added to the agenda:

- Notice of Motion – School Generated Funds (P. DeRosa)

#125/20

Moved by: M. Duarte

Seconded by: P. DeRosa

RESOLVED, that the agenda be approved as amended.

The Chair called for a vote on **#125/20** and it **UNANIMOUSLY CARRIED**.

3. Declarations of Conflict of Interest

There were no conflicts on interest declared.

4. Presentations

There were no presentations.

5. Delegations

There were no delegations.

6. Approval of Minutes**6.1 Minutes of the May 19, 2020 Regular Board Meeting**

#126/20

Moved by: T. O'Brien

Seconded by: B. Agnew

RESOLVED, that the minutes of the May 19, 2020 Regular Board Meeting be approved.

The Chair called for a vote on **#126/20** and it **UNANIMOUSLY CARRIED**.

6.2 Minutes of the May 21, 2020 Special Board Meeting

#127/20

Moved by: J. O'Hearn-Czarnota

Seconded by: M. Duarte

RESOLVED, that the minutes of the May 21, 2020 Special Board Meeting be approved.

The Chair called for a vote on **#127/20** 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 updated.

8. Action Items**8.1 Financial Reporting & Board Responsibility for Financial Oversight (P. DeRosa)
#128/20**

Moved by: P. DeRosa

Seconded by: H. Karabela

BE IT RESOLVED that the Board of Trustees direct the Secretary of the Board, starting in the fiscal year 2020-2021 to provide the Board of Trustees actual monthly financial results compared to the plan for the same month, and identify the variances with appropriate explanations.

BE IT FURTHER RESOLVED THAT all changes to the approved plan over \$150,000 will be reviewed and approved by the Board.

The following amendment was proposed:

#128/20 (AMENDMENT)

Moved by: M. Duarte

Seconded by: T. O'Brien

BE IT RESOLVED that the Board of Trustees direct the Secretary and Director of the Halton Catholic District School Board to implement monthly financial reporting from fiscal year 2020/2021 by no later than January 2021 and provide the board with a line by line report of variances to budget exceeding \$100,000.

BE IT FURTHER RESOLVED that all changes to the final approved budget in June over \$100,000 will be reviewed and approved by the Board of Trustees before the December budget update to the Ministry.

During discussion, the following motion was proposed:

#129/20

Moved by: J. O'Hearn-Czarnota

Seconded by: M. Duarte

RESOLVED, that Trustees Lay on the Table, agenda item 8.1 – Financial Reporting & Board Responsibility for Financial Oversight.

The Chair called for a vote on **#129/20**:

IN FAVOUR	OPPOSED	ABSTAIN
B. Agnew	P. DeRosa	M. Bhambra (non-binding)
N. Guzzo	M. Duarte	D. Caratao (non-binding)
J. O'Hearn-Czarnota	H. Karabela	D. Suan (non-binding)
	P. Murphy	
	T. O'Brien	

The motion was **DEFEATED**.

The Chair called a vote on **#128/20 (AMENDMENT)**:

IN FAVOUR	OPPOSED	ABSTAIN
D. Caratao (non-binding)	B. Agnew	
P. DeRosa	M. Bhambra (non-binding)	
M. Duarte	N. Guzzo	
H. Karabela	J. O'Hearn-Czarnota	
P. Murphy	D. Suan (non-binding)	
T. O'Brien		

The motion **CARRIED**.

The Chair called for a vote of **#128/20 (AS AMENDED)**:

IN FAVOUR	OPPOSED	ABSTAIN
D. Caratao (non-binding)	B. Agnew	
P. DeRosa	M. Bhambra (non-binding)	
M. Duarte	N. Guzzo	
H. Karabela	J. O'Hearn-Czarnota	
P. Murphy	D. Suan (non-binding)	
T. O'Brien		

The motion **CARRIED**.

8.2 2019-20 Year End Audit Planning Report from KPMG (A. Lofts)

#130/20

Moved by: M. Duarte

Seconded by: T. O'Brien

RESOLVED, that the Halton Catholic District School Board approve the External Auditor's 2019-2020 Year-End Audit Planning Report.

The Chair called for a vote on **#130/20** and it **UNANIMOUSLY CARRIED**.

8.3 Renaming of Jean Vanier Catholic Secondary School - Recommended Names (J. Crowell)

#131/20

Moved by: T. O'Brien

Seconded by: B. Agnew

RESOLVED, that the Halton Catholic District School Board approve the following two school names, ordered in priority, as possible names for Jean Vanier Catholic Secondary School:

Preferred Name: St. Francis of Xavier Catholic Secondary School

Alternate Name: St. Kateri Tekakwitha Catholic Secondary School

BE IT FURTHER RESOLVED, that the Board approved list of possible school names be submitted to His Excellency Bishop Crosby for his consideration and response.

The Chair called for a vote on **#131/20** and it **UNANIMOUSLY CARRIED**.

9. Staff Reports

9.1 STEM and Math/Science - Extra Curricular Engagement (A. Prkacin)

Following discussion, it was agreed to establish a Steering Committee consisting of but not limited to HCDSB staff, Trustees representatives and community partners with the following timelines:

- Draft Terms of Reference for June 2020
- Committee Final Terms for September 2020
- Initial Staff Report back to the Board of Trustees for the October 20, 2020 Regular Board Meeting

A request was made regarding what the costs would be to dedicate staff to this program.

10. Information Items

10.1 Student Trustees Update - Verbal (M. Bhambra, D. Caratao, D. Suan)

The pillars of Achieving, Believing and Belonging were shared.

10.2 Evidence Based Strategies (EBS) Literacy/Numeracy Teams Annual Report and Student-Centered Coaching (A. Prkacin)

Evidence provided regarding the impact of EBS and Student-Centered Coaching on student achievement.

10.3 Halton Student Transportation Services (HSTS) Annual Home to School Transportation Review (A. Lofts)

The review which included changes for the 2020-21 school year was provided.

10.4 Halton Student Transportation Services (HSTS): Annual School Hour Report (2020-21 School Year) (A. Lofts)

Results of the report were provided.

A request was made to receive information regarding route efficiencies.

10.5 Provincial Consolidation of School Board Financial Statements Accountants' Report with Respect to the Seven-Month Period from September 1, 2019 - March 31, 2020 (A. Lofts)

Seven-Month report provided as information.

10.6 2020-21 Budget Estimates Update (Verbal) (A. Lofts)

Trustees informed that Ministry information regarding Grant for Student Needs (GSN) will most likely not be received until the middle or late June.

#132/20

Moved by: M. Duarte

Seconded by: P. DeRosa

RESOLVED, that the meeting move past 10:00 p.m.

The Chair called for a vote on **#132/20** and it **UNANIMOUSLY CARRIED**.

10.7 Extended School Closure and Distance Learning (P. Daly)

The Director updated Trustees on distance learning during the extended closure period. Information included, guidelines principles, phases of school closure and student learning during COVID-19, goals during school closure, mental health supports for students, special education, updates on staff resources and supports for distance learning, supports for staff and school administrators, priorities during the prolonged school closure, graduation, access to schools, summer learning and the plans for school reopening.

#133/20

Moved by: H. Karabela

Seconded by: N. Guzzo

RESOLVED, that the meeting move past 10:30 p.m.

The Chair called for a vote on **#133/20**. The vote was not unanimous, therefore the meeting had to adjourn.

10.8 Notice of Motion – School Generated Funds (P. DeRosa)

The following notice of motion was provided to Trustees on Wednesday, June 3, 2020:

BE IT RESOLVED, that the Board of Trustees direct the Secretary and Director of the Halton Catholic District School Board to provide the Board of Trustees with a report on School Generated Funds (SGF) explaining the program and including SGF reports from all schools, with a summary (SGF) report totaling all schools for the years ending 18/19, 19/20 as well as the schools budget for 20/21 at the Sept 22, 2020 Regular Board meeting. The total (SGF) summary report as shown below will show, opening balances at the beginning of the year, revenues and expenses by source for the year and ending balances at the end of the year by category with a description of what is included in each category.

Category	Opening Balance	Year		Ending Balance
		Revenues	Expenses	
Administration				
Athletics				
Clubs & Activity Fees				
Commissions				
Departments				
External Charities				
Fieldtrips/excursions				
Fundraising				
School Council				
Special Events				
Other				
Other Categories as Applicable				
Total				

BE IT FURTHER RESOLVED that a list of cash balances (including a physical count of cash on hand where applicable) as at August 31, 2020 by school, be provided at the September 22, 2020 Regular Board meeting.

11. Miscellaneous Information

11.1 Minutes of the November 19, 2019 Audit Committee Meeting

The meeting was adjourned.

11.2 Minutes of the April 14, 2020 Policy Committee Meeting

The meeting was adjourned.

11.3 Minutes of the April 27, 2020 SEAC Meeting

The meeting was adjourned.

12. Correspondence

The meeting was adjourned.

13. Open Question Period

The meeting was adjourned.

14. In Camera

The meeting was adjourned.

15. Resolution re Absentees

There were no absentees.

16. Adjournment and Closing Prayer (J. O'Hearn-Czarnota)

#134/20

Moved by: J. O'Hearn-Czarnota

Seconded by: M. Duarte

RESOLVED, that the meeting adjourn.

The Chair called for a vote on **#134/20** and it **UNANIMOUSLY CARRIED**.

The meeting adjourned at 10:30 p.m. with a prayer led by Trustee O'Hearn-Czarnota.

Secretary of the Board

Chair

BUSINESS ARISING FROM PREVIOUS MEETINGS

DATE OF THE BOARD MEETING	AGENDA ITEM	ACTION REQUIRED	RESPONSIBILITY	STATUS
November 5, 2019	Math Action Plan	BE IT RESOLVED , that in December 2020, the Board of Trustees receive a staff report on the progress made toward achievement of the goals of the Math Action Plan with measurable outcomes using qualitative and quantitative data.	Curriculum	December 2020
November 19, 2019	Response to Delegations	WHEREAS , the Board of Trustees give direction to the Director of Education and Secretary of the Board to present a comprehensive plan to eliminate the waiting list, meet future demand and growth of French Programming for the 2020/2021 school year. BE IT FURTHER RESOLVED , that the Board of Trustees further direct that the Multi year French Teacher Recruitment Plan include those schools identified in the delegation, including but not limited to Laurentian, Sherbrook, Bishops, Concordia, University of Quebec, etc.	Senior Staff	
March 31, 2020	Math & Science Extra Curricular Engagement – Past/Present Initiatives and Future Opportunities	BE IT RESOLVED , that the Board of Trustees give instructions to its Secretary and Director of Education to prepare and present to the Board of Trustees on May 5, 2020 a detailed report outlining the current co-curricular and extra-curricular events being conducted in elementary and secondary math and science. The report should include the level of student	Curriculum	It was agreed to establish a Steering Committee consisting of but not limited to HCDSB staff, Trustees representatives and community partners with the following timelines: Draft Terms of Reference for June 2020 Committee Final Terms for September 2020

		<p>participation in local, regional, university, national and international competitions for the past academic year.</p> <p>BE IT FURTHER RESOLVED, that subject to the May 5, 2020 report a plan be presented to the Board for review which includes the initiatives that support and encourage participation in local, regional, university, national shows and competitions in math and science, along with STEM initiatives moving forward.</p>		<p>Initial Staff Report back to the Board of Trustees for the October 20, 2020 Regular Board Meeting</p> <p>A request was made regarding what the costs would be to dedicate staff to this program.</p>
March 31, 2020	Update to Board Room Technology	<p>WHEREAS, the boardroom located in the Halton Catholic District School Board's Catholic Education Centre offices, is also the location where public meetings are held and in keeping with Section 208.1 sub sections 1, 2, 3 and 4 of the Education Act which states that access to proceedings be allowed from remote locations to Trustees; and,</p> <p>WHEREAS, current audio, video and data transfer equipment is antiquated and unsatisfactory</p> <p>BE IT RESOLVED, that the Board gives instruction to the Secretary of the Board to investigate and provide at least three (3) costed reports at a regular board meeting, for the purpose of upgrading the current communication system and replace the same so as to allow seamless remote access with the latest technology (such as: speech timing, floor queuing, live streaming, recording, screen sharing, document comparing, etc..) that has the capability of allowing a minimum of 25 remote users by no later than the May 5, 2020 Regular Board meeting; and that this technology be capable of relocation to any board office if required.</p>	A. Lofts	Trustees in agreement that a staff working committee be struck in the Fall of 2020.

OUTSTANDING POLICY ITEMS

DATE OF THE BOARD MEETING	AGENDA ITEM	ACTION REQUIRED	RESPONSIBILITY	STATUS

Regular Board Meeting

Action Report

Renaming of Jean Vanier Catholic Secondary School	Item 8.1
Tuesday, June 16, 2020	

Alignment to Strategic Plan

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

Purpose

To inform Trustees of the response from His Excellency, Bishop Crosby on the on the renaming of Jean Vanier Catholic Secondary School as per Board Policy 1-15 School Name Selection.

Background Information

Following the Regular Board Meeting on June 2, 2020, the Director forwarded a letter to His Excellency, Bishop Crosby, including the prioritized list of names. The letter is attached, as Appendix A.

Comments

His Excellency, Bishop Crosby has responded approving the proposed name of St. Francis Xavier Catholic Secondary School. See Appendix B.

Conclusion

With the Bishop's selection of the preferred name, the Trustees are asked to consider, in accordance with Policy I-15, approving the name St. Francis Xavier Catholic Secondary School as the new name for Jean Vanier Catholic Secondary School.

Recommendation

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

Resolution#:	<i>Moved by:</i>
	<i>Seconded by:</i>
Resolved , that the Halton Catholic District School Board approve the name St. Francis Xavier Catholic Secondary School.	



Report Prepared & Submitted by:

Jeff Crowell
Superintendent of Education

Report Approved by:

Pat Daly
Director of Education and Secretary of the Board



802 Drury Lane
Burlington, ON
L7R 2Y2
(905) 632-6300
www.hcdsb.org

June 3, 2020

Most Reverend Douglas Crosby, O.M.I., D.D.
Bishop of Hamilton
700 King Street West
Hamilton, ON
L8P 1C7

Your Excellency:

RE: Proposed New Name for Jean Vanier Catholic Secondary School, Milton

You may recall that I wrote to you in March to inform you that our Board of Trustees had moved a motion to immediately initiate the process to rename *Jean Vanier Catholic Secondary School* in Milton. This decision ensued as a result of the report published by L'Arche International regarding the findings of sexual abuse by Jean Vanier.

The Board at its Regular Meeting of June 2, 2020 selected a preferred new name for Jean Vanier Catholic Secondary School in Milton and is seeking your approval. A copy of the Board Report is attached for your reference.

After considering input gathered in a community consultation process that included families, students, staff, alumni, Trustees and parishioners from St. Benedict Parish, our Board is forwarding **St. Francis Xavier Catholic Secondary School**, as the preferred name and if this name is acceptable to you, it is the intention of the Board to announce this to the community as soon as possible.

In the event that the proposed name does not meet with your approval, the Board will seek your approval for the alternate name considered – St. Kateri Tekakwitha Catholic Secondary School.

The Board respectfully requests your consideration of the proposed name and will await your comments before proceeding.

Thank you for your consideration.

Sincerely,

A handwritten signature in black ink, appearing to read "Pat Daly". The signature is fluid and cursive, with the first name "Pat" and last name "Daly" clearly distinguishable.

Pat Daly
Director of Education

cc: J. Crowell, Superintendent of Education



B I S H O P O F H A M I L T O N

June 5, 2020

Mr. Patrick Daly,
Director of Education
Halton Catholic District School Board
802 Drury Lane
Burlington, ON L7R 2Y2

Dear Mr. Daly,

Thank you for your letter of June 3, in which you propose three names for consideration as the new name for Jean Vanier Catholic Secondary School. Of the three names, *St. Francis Xavier* is the most popular.

I am grateful for the courtesy of making the final selection and I am pleased to approve the proposed name. It will be interesting for the students to get to know his significant contribution to the missionary outreach of the Church in Asia.

May I offer advice concerning the pronunciation of his last name. The “X” in Xavier is pronounced as “Z” – so, while it is spelled St. Francis Xavier, it **sounds** like St. Francis Zavier. Good luck with that little bit of trivia!

I will be happy to participate in a school celebration that marks the new name, when and if it takes place. Congratulations on getting this done so quickly and so well!

St. Francis Xavier, pray for us!

Sincerely in Christ and Mary Immaculate,

(Most Rev.) Douglas Crosby, OMI
Bishop of Hamilton

/cd



Regular Board Meeting

Action Report

Policy I-06 Delegation to the Board	Item 8.2
Tuesday, June 16, 2020	

Alignment to Strategic Plan

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

Purpose

To approve *Policy I-06 Delegation to the Board*, as presented.

Comments

Policy I-06 Delegation to the Board was reviewed as part of the regular Policy review cycle. A link to the Municipal Freedom of Information and Protection of Privacy Act was added to the references.

It is recommended that no other changes be made to the policy at this time, in view of the current review of the Board By-laws, and possible consideration of content being included in both documents.

Policy I-06 Delegation to the Board was presented at the Policy Committee Meeting on June 9, 2020 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:

Resolution#:	Moved by:
	Seconded by:
Resolved , that the Halton Catholic District School Board accept the recommendation of the Policy Committee that <i>Policy I-06 Delegation to the Board</i> be approved as amended.	

Report Submitted and
Approved by:

N. Guzzo
Chair of the Policy Committee

Delegation to the Board	
Adopted: February 28, 1995	Last Reviewed/Revised: June 16, 2020
Next Scheduled Review: 2022-2023	
Associated Policies & Procedures: HCDSB Procedural Bylaws V-18 Community Engagement and Public Consultation Policy	

Purpose

To provide an opportunity for individuals or groups to delegate or make a presentation to the Board of Trustees on matters relating to educational issues and/or other matters within the Board's jurisdiction.

Application and Scope

I. Standard Delegations

This policy applies to any individual or group wishing to delegate or make a presentation to the Board of Trustees on an ad hoc matter that falls within the Board's jurisdiction.

II. Process Review Delegations

This policy applies to delegations on matters pertaining to a review process (e.g. School Boundary Review, School Accommodation Review).

References

[Municipal Freedom of Information and Protection of Privacy Act](#)

Principles

- The Halton Catholic District School Board values relationships and partnerships and is committed to providing meaningful feedback mechanisms that encourage and support two-way communications.
- The Board recognizes individuals or groups affected by a decision of the Board should have the opportunity to present their position or concern to the Board of Trustees.

- All requests to delegate to the Board will be subject to the approval of the Chair, which will not be unreasonably withheld.

Requirements

- An individual or group wishing to delegate to the Board, shall submit the request in writing to the office of the Director of Education and Secretary of the Board no later than (7) days prior to the meeting of the Board.
- A person under 18 years of age, who wishes to make a delegation to the Board must have written consent of his or her parent/guardian with the understanding that the person's image (photograph and/or video) will be posted on the Board's website, social media channels and/or by the media.
- Any one delegation or individual shall be permitted to make only one presentation to the Board on an issue. Any additional presentation on the same issue is permitted provided that the significant difference(s) are outlined and presented in writing to the Chair of the Board and/Secretary of the Board seven (7) days prior to the Board meeting.
- The Chair of the Board, in consultation with the Secretary of the Board, shall determine whether there are significant differences in the written request for an additional presentation and grant or deny the request to delegate to the Board. Appeals to this decision must be made by a trustee and shall come before the Board for decision. Should the appeal be successful, the delegation or individual will be allowed to appear at the request of meeting.
- When a request to delegate is denied, the Secretary of the Board shall provide written notice to the individual, or group, and offer to include their concerns as correspondence in the Board Meeting agenda package.
- The number of declined individuals, or groups, who requested to delegate will be made public in the Board package.
- Employees of the Board or representatives of employee groups shall not delegate to the Board to express their views relative to their employment or professional interests.
- Commercial enterprises are prohibited from appearing before the Board as a delegation for purposes of promoting their products/services.
- The request shall outline in some detail the subject matter(s) to be presented and indicate who the presenters(s) will be for the group or organization. A maximum of three (3) presenters and no other person may address the Board unless approval is given by the Chair of the Board. At the discretion of the Chair, delegations with similar rationales will be grouped together (for a total of a 10-minute presentation).
- A complete script and presentation must be delivered or sent electronically to the Office of the Director of Education and Secretary of the Board at least four (4) business days prior to the Regular Board meeting (by 1:00 pm).

- At the Board Meeting, the presenter(s) will use the script that they provided in their package.
- Personal information as defined by the Municipal Freedom of Information and Protection of Privacy Act (MFIPPA) is collected under the authority of the Education Act and the Municipal Act, in accordance with the provisions of MFIPPA. The name and the contents of the submission are subject to disclosure by way of publication of the agenda on the Board's website. As well, all Board Meetings are video and audio recorded.
- There may be up to a maximum of five (5) delegations at any one meeting. At the discretion of the Chair of the Board, additional delegations may be added as deemed appropriate.
- Trustees may ask questions for clarification purposes.
- The complete presentation by any delegation shall not exceed ten (10) minutes, exclusive of Trustee questions.
- To allow for equitable time allocated to each delegation, the Chair shall act as the moderator for each delegation presentation and will govern the questions from The Board of Trustees, preserving the intent of the questions to be strictly for clarification purposes.
- Presenters and guests in the gallery are expected to maintain a level of decorum, which will allow meetings to proceed without interruptions, and free of abusive or derogatory language at all times. Individuals and delegations are advised that placards and disruptive demonstrations are not permitted at the Board's Catholic Education Centre or at any other location where a Board meeting is held. The Chair may expel or exclude from the meeting any person(s) who engages in this or any other form of improper conduct.

Response to Delegation(s)

I. Standard Delegations

The Board's agenda shall include, an action item, entitled Board Response to the Delegation(s) at the same meeting. Trustees in attendance may move and approve a motion for:

- a decision on the matter at the same meeting;
- referral of the matter to a future meeting;
- a staff report on the matter to be considered at a future meeting;
- to receive for information.

II. Process Review Delegations

For delegations on matters under review by a committee of the Board with recommendation(s) for action, the Board of Trustees shall make a decision on the matter no fewer than ten (10) business days from the public delegation(s).

Once the Board makes a decision on a presentation, the Secretary of the Board shall communicate the Board's decision in writing to the spokesperson for the group or organization.

The Director of Education shall develop administrative procedures to support the implementation, compliance and enforcement of this Policy.

Policy No. I-06 | Delegation to the Board

APPROVED: Regular Meeting of the Board

AUTHORIZED BY: _____
Chair of the Board



Regular Board Meeting

Action Report

Policy I-28 Electronic Meetings	Item 8.3
Tuesday, June 16, 2020	

Alignment to Strategic Plan

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

Purpose

To approve *Policy I-28 Electronic Meetings*, as presented.

Comments

Policy I-28 Electronic Meetings is being presented as part of the regular policy review cycle and is timely to the current By-Laws review. A minor change has been cited throughout, in that “pupil representative(s)” has been replaced with “student trustee(s)” to align with the Education Act section 208.1.

Attached as Appendix A is an email from the Ministry of Education regarding Amendments to the Education Act and O. Reg. 463/97 (Electronic Meetings) to Address Board Member Physical Attendance Requirements and Amendments to the Education Act to address e-Meetings for the Centre Jules-Léger Consortium.

Policy I-28 Electronic Meetings was presented at the Policy Committee Meeting on June 9, 2020 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:

Resolution#:	Moved by:
	Seconded by:
Resolved , that the Halton Catholic District School Board accept the recommendation of the Policy Committee that <i>Policy I-28 Electronic Meetings</i> be approved as amended.	

Report Submitted and
Approved by:

N. Guzzo
Chair of the Policy Committee



Appendix A

From: CBSD (EDU)

Sent: Friday, May 29, 2020 3:06 PM

Subject: Amendments to the Education Act and O. Reg. 463/97 (Electronic Meetings) to Address Board Member Physical Attendance Requirements and Amendments to the Education Act to address e-Meetings for the Centre Jules-Léger Consortium

Memorandum To: Directors of Education
Johanne Lacombe, Chair, CJL Consortium

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

Denys Giguère
Assistant Deputy Minister
French-Language Teaching, Learning and Achievement Division

Date: May 29, 2020

Subject Amendments to the *Education Act* and O. Reg. 463/97 (Electronic Meetings) to Address Board Member Physical Attendance Requirements

Amendments to the *Education Act* to address e-Meetings for the Centre Jules-Léger Consortium

We are writing to you to let you know that on June 5, 2020, amendments to the *Education Act* and Ontario Regulation 463/97 (Electronic Meetings) under the Act will be in effect.

As you are aware, currently, board members must be physically present for at least three regular board meetings in each 12-month period beginning December 1st. If a member fails to meet these requirements, the member's seat is vacated.

In response to the current public health situation in Ontario, the requirement for board members to physically attend three regular board meetings does not apply for the 12-month period if all schools of a board are closed for a total of two or more months pursuant to a school closure order. These amendments prevent board members from losing their seats as a result of an inability to fulfill the requirements for physical attendance at board meetings if schools are ordered closed in emergency circumstances.

The amendments to the *Education Act* and O. Reg. 463/97 complement regulatory amendments already made to O. Reg. 463/97, as communicated in the Deputy Minister's March 19 email to directors of education, resolving concerns around contravention of the regulation while boards meet exclusively on virtual platforms when emergency situations occur.

On June 5, 2020, similar legislative changes will also apply to the Centre Jules-Léger Consortium (CJL Consortium). The amendments will enable the CJL Consortium's meetings to be conducted exclusively via electronic/virtual platforms until 60 days after the order that closed the CJL schools ceases to apply. This



will allow the CJL Consortium to gradually transition back to normal procedures with respect to the holding of in-person meetings.

As required under section 207 of the *Education Act*, school boards and the CJL Consortium must continue to make the necessary arrangements to allow public access to board meetings, for example, through online means or by phone, except where closed meetings are permitted under the Act.

For more information on the statutory and regulatory amendments, please refer directly to the [Ontario e-Laws website](#).

We would like to take this opportunity to thank you, once again, for your ongoing support and work to maintain school board and CJL Consortium operations during these unprecedented circumstances. Your engagement and partnership continue to be crucial to supporting Ontario's students, families, educators, and education system.

Didem Proulx
Assistant Deputy Minister
Ministry of Education

Denys Giguère
Assistant Deputy Minister
Ministry of Education

CC: Executive Directors of ACEPO and AFOCSC

Policy No. I-28

Electronic Meetings	
Adopted: May 15, 2001	Last Reviewed/Revised: June 16, 2020
Next Scheduled Review: 2022-2023	
Associated Policies & Procedures: HCDSB Procedural Bylaws	

Purpose

To ensure the participation of trustee(s) and/or student trustee(s) in Board and/or committee meetings via electronic means in accordance with the provisions of the Education Act (Section 208.1) and Ontario Regulation (OR) 463/97.

Application and Scope

Electronic meetings of the Board are intended to allow for meetings arising from extenuating circumstances rather than to replace regularly scheduled Board and/or committee meetings.

Electronic meetings permit the trustees and/or student trustees to hear and be heard through audio and/or visual (teleconference and/or video conference) means.

Trustees and student trustees who participate in a meeting through electronic means shall be deemed to be present at said meeting subject to such conditions or limitations that may be provided for in the Education Act and attendant Regulation(s).

References

[Education Act \(Section 208.1\)](#)

[Ontario Regulation \(OR\) 463/97](#)

Principles

Electronic meetings of the Board and/or of committees of the Board, as defined in the approved Board By-Laws, are recognized as being a legitimate means of the Board conducting its business.

The Halton Catholic District School Board recognizes the necessity of providing trustees and student trustees with the ability to participate in all meetings arranged by the Board (i.e. Regular and Special Board Meetings, Ad Hoc Committee Meetings and/or Standing Committees and/or any other Meeting) that requires trustee/student trustee membership and participation.

Electronic meetings of the Board are intended to provide for more efficient use of time and productive use of resources in circumstances where time and/or availability of trustees and student trustees and/or staff make it a better means of conducting a Board or Committee Meeting.

Requirements

- At the request of trustee(s) and/or student trustee(s) or as otherwise determined by the Board, the provision of electronic (audio and/or visual) means shall be afforded to trustee(s) and/or student trustee(s) for their participation in all Board meetings including all meetings of committees of the Board as defined in its By-Laws. Trustee(s) and/or student trustee(s) participation at said meetings shall be subject to such conditions or limitations that may be provided for in the Education Act and attendant Regulation(s). Student trustees and/or student representatives who are participating through electronic means shall not participate in any proceedings that are closed to the public.
- A request by trustee(s) and/or student trustee(s) for participation by electronic means shall be made to the Chair of the Board or designate a minimum of two working days (excluding Saturday and Sunday) in advance of Board and/or committee meetings
- Notwithstanding Paragraph 1 and 2 in the **Requirements** section of this policy, the Board may refuse to provide to trustee(s) and/or student trustee(s) the electronic means of participation in a meeting of the Board or a meeting of a committee of the Board in accordance with Section 5.3 of (OR) 463/97.
- The Chair of the Board or designate, the Director of Education or designate and one other trustee (Cannot be a Student Trustee) shall be physically present at an In-Camera (closed) session of an electronic meeting of the Board in the Board Room or at a site or sites as otherwise determined by the Board.
- The Chair of the Board or designate, the Director of Education or designate and one other trustee shall be physically present at all open sessions of an electronic meeting of the Board in the Board Room or at a site or sites as otherwise determined by the Board.
- For committee meetings other than Board meetings, the Chair of the Committee or designate and the Director of Education or designate shall be physically present in the Board Room or at a site or sites as otherwise determined by the Board and/or Committee.

Policy No. I-28 | Electronic Meetings

- Electronic meetings shall permit the trustee(s) and/or student trustee(s) to hear and be heard through audio and/or visual (teleconference and/or video conference) means.
- Electronic meetings of the Board shall be conducted in accordance with the Board's approved By-Laws on General Procedures for Board and Committee Meetings.
- Electronic meetings shall be provided in such a way to ensure compliance with the rules governing Conflict of Interest of trustees.
- The designated meeting location must be such that the public can attend the open session proceedings of Board and committee meetings.
- The Director of Education and/or designate shall be responsible for ensuring the provision of electronic (audio and/or visual) means for the participation of trustees and/or student trustees and appropriate staff in meetings of the Board inclusive of Board committee meetings.

APPROVED: Regular Meeting of the Board

AUTHORIZED BY: _____
Chair of the Board



Regular Board Meeting

Action Report

Policy IV-02 Outdoor Facility Enhancements, Maintenance and Security	Item 8.4
Tuesday, June 16, 2020	

Alignment to Strategic Plan

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

Purpose

To approve *Policy IV-02 Outdoor Facility Enhancements, Maintenance and Security*, as presented.

Comments

Policy IV-02 Outdoor Facility Enhancements, Maintenance and Security was established in April 2017. Staff have reviewed the policy and recommend no changes at this time.

Policy IV-02 Outdoor Facility Enhancements, Maintenance and Security was presented at the Policy Committee Meeting on June 9, 2020 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:

Resolution#:	Moved by:
	Seconded by:
Resolved , that the Halton Catholic District School Board accept the recommendation of the Policy Committee that <i>Policy IV-02 Outdoor Facility Enhancements, Maintenance and Security</i> be approved.	

Report Submitted and
Approved by:

N. Guzzo
Chair of the Policy Committee

Outdoor Facility Enhancements, Maintenance and Security	
Adopted: April 4, 2017	Last Reviewed/Revised: June 16, 2020
Next Scheduled Review: 2022-2023	
Associated Policies & Procedures: VI-34 Fencing at Board Sites VI-87 Playground Installations I-25 Purchasing VI-11 Purchasing	

Purpose

To ensure school and board properties are maintained, secured, and enhanced by regular inspections appropriate fencing, and installation of equipment.

Application and Scope

This policy applies to all Board sites where playground equipment/installations and perimeter security are to be considered.

References

[CAN/CSA – Z614-14 – Children’s Play Spaces and Equipment 2014](#)

Municipal Fencing By-Laws

Principles

- The Halton Catholic District School Board recognizes the importance of providing a safe and secure environment at all Board sites.
- The Halton Catholic District School Board acknowledges that part of a child’s development occurs during periods of play. Accordingly, the Board endorses the concept of playground equipment/installations as a means of enhancing a child’s creative, social, and physical development.
- The School Principal and appropriate Board staff must be aware of, and ensure that, a regular maintenance plan for outdoor facility equipment and fencing is in place.

- The Halton Catholic District School Board values the collaboration with school staff, School Councils and community partners in order to serve the best interest of our students.

Requirements

- The Director has the responsibility to ensure the development of Administrative Procedures and protocols to implement this policy.
- The Superintendent of Facility Management Services has the responsibility to ensure that School Principals and appropriate Board Staff are familiar with the requirements and expectations of the applicable Halton Catholic District School Board Outdoor Facility Enhancements, Maintenance and Security Procedures.
- The School Principal has the responsibility to communicate with and share information as necessary with appropriate Board staff, school staff, School Council, and the school community about the installation of playground equipment and perimeter security.
- The School Principal has the responsibility to ensure that all school staff and appropriate others (e.g. School Council, community members) are familiar with all requirements and expectations of the Halton Catholic District School Board's Outdoor Facility Enhancements, Maintenance and Security related Procedures.
- School Councils and community members will be encouraged to collaborate on projects related to the enhancement of the outdoor play area.

APPROVED: Regular Meeting of the Board

AUTHORIZED BY: _____
Chair of the Board



Regular Board Meeting

Action Report

Policy V-16 Copyright, Visual Identity, and Intellectual Property Protection	Item 8.5
Tuesday, June 16, 2020	

Alignment to Strategic Plan

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

Purpose

To approve *Policy V-16 Copyright, Visual Identity, and Intellectual Property Protection*, as presented.

Comments

Policy V-16 Copyright, Visual Identity, and Intellectual Property Protection was first adopted in June 2013. This policy provides a framework for the appropriate application, distribution and protection of the Board's intellectual property. This policy applies to the Board's official logo and related visual identifiers and representations of HCDSB, as well as all material (written, visual, audio etc.) created for Board purposes.

Staff have reviewed the policy and have made some minor wording and formatting changes.

Policy V-16 Copyright, Visual Identity, and Intellectual Property Protection was presented at the Policy Committee Meeting on June 9, 2020 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:

Resolution#:	Moved by:
	Seconded by:
Resolved , that the Halton Catholic District School Board accept the recommendation of the Policy Committee that <i>Policy V-16 Copyright, Visual Identity, and Intellectual Property Protection</i> be approved, as amended.	



Report Submitted and
Approved by:

N. Guzzo
Chair of the Policy Committee

Copyright, Visual Identity, and Intellectual Property Protection	
Adopted: June 18, 2013	Last Reviewed/Revised: June 16, 2020
Next Scheduled Review: 2022-2023	
Associated Policies & Procedures: N/A	

Purpose

To provide a framework for the appropriate use, distribution and protection of intellectual property belonging to the Halton Catholic District School Board.

Application and Scope

- This Policy applies to the use of all Board-related intellectual property, including but not limited to all written communication, programs, visual images (including the official Board and school logos), audio visual creations, and public presentations for any purpose.
- All Board-related intellectual property is legally protected from any/all unauthorized use by Board employees, students, parents, current trustees, trustee candidates, third party contractors, and any member of the general public in accordance with the *Copyright Act*, and the *Trade-marks Act* and the common law.

References

[Copyright Act](#)

[Copyright Modernization Act](#)

[Trade-marks Act](#)

Definitions

Copyright - The *Copyright Act* generally defines “copyright” as “the sole right to produce or reproduce a work or any substantial part thereof in any material form, to perform the work or any substantial part thereof in public, or, if the work is unpublished, to publish the work or any substantial part thereof.” Copyright relates to the legal protection of literary, dramatic, artistic, and musical works, sound recordings, performances, and communication signals.

Trade-mark - is generally defined in the *Trade-Marks Act* as “a mark that is used by a person for the purpose of distinguishing or so as to distinguish wares or services manufactured, sold, leased, hired or performed by him from those manufactured, sold, leased, hired or performed by others”.

Intellectual Property - includes patents, copyright, industrial design rights, trade-marks, trade dress and trade secrets and for purposes of this Policy includes (but is not limited to all literary, dramatic, artistic, musical works, sound recordings, performances, communication signals, and written communication created for the Board by board employees, outside third party contractors, or any other party employed by or in conjunction with the Board.

Board Logo - the visual identifier, or emblem of the Board.

Visual Identity - elements including, but not limited to, the Board’s specified name, wordmark, initials, institutional colours and logo, font, design style and use of visuals in a range of applications within the Board. The applications include, but are not limited to institutional stationery and forms, print materials (advertisements, brochures, magazines, calendars, direct mail, etc.); websites, social media and multi-media (e.g. PowerPoint presentations, videos, etc.); signage, vehicles, display materials and exhibits.

Principles

- The Halton Catholic District School Board (the “Board”) is a model learning community, widely recognized as distinctively Catholic providing exceptional education while nurturing the call to love and serve, as a people of faith, living out God’s plan. As a widely recognized Catholic learning community, the Board identifies the importance of the protection of all intellectual property associated with the Board.
- The Board recognizes that its official logo and all other Board-related visual identifiers are intended to capture the character or essence of the Board's collective corporate ethos or philosophy. As such, all visual representations of the Board, including but not limited to the official logo and branding of the Board, will be used in congruence with and in support of official Board-related business, programs, projects, and initiatives and not for any other purpose.
- The Board recognizes that intellectual material created for Board purposes by Board employees or third party contractors including all written materials, visual images, audio visual creations, and public presentations, are created in support of our widely recognized commitment to academic excellence and Catholic values, and as such, is the sole intellectual property of the Board.
- The Board recognizes the *Copyright Act* (R.S.C., 1985, c. C-42) as amended by the *Copyright Modernization Act* (S.C. 2012, c. 20), the *Trade-marks Act*, (R.S.C. 1985, c. T-13), and the common law as the foundation for the creation of this Policy and the basis for the legal protection of all Board intellectual property, including all Board images.
- The Board has, subject to sections 28.1 and 28.2 of the *Copyright Act*, the right to the integrity of all work in association with, created for or by the Board, and the right, where reasonable in the circumstances, to be associated with the work by name.

- The Board recognizes that the creation of all intellectual property (including the Board's visual images) for Board purposes is done in support of the Board's mission, vision, and values statements and that such intellectual property is protected by law from unauthorized use by all Board employees, students and families, current trustees, trustee candidates, third party contractors, and members of the general public.

Requirements

- The Board has exclusive rights to all intellectual property of the Board including but not limited to all visual representations of the Board (including the official Board and school logos), and all literary, dramatic, artistic, musical works, sound recordings, performances, communication signals, and written communication, and as such, reserves the right to monitor, limit, or restrict its use by any/all parties whether internal or external to the Board.
- The Board has the exclusive use of "Halton Catholic District School Board" as well as the shortened version "HCDSB" and "hcdsb" and as such reserves the right to monitor, limit, or restrict its use by any/all parties whether internal or external to the Board.
- The Board recognizes that copyright in literary, dramatic, artistic, and musical works, sound recordings, performances, and communication signals created for the Board whether by Board employees, third party contractors, or any other outside person or agency on behalf of the Board takes place automatically upon creation, and is subject to the *Copyright Act*.
- The Board recognizes that all images related to the Board's visual identity (including the Board's official logo) are legally protected and subject to the *Trade-Marks Act* and the common law.
- All visual and intellectual Board material, either print or electronic, is subject to intellectual property law, may not be used for political purposes of any kind including, but not limited to, municipal and/or trustee elections, nor for any unauthorized commercial purpose, and may not be used without the express written permission of the Board. This restriction applies to all Board employees, students and families, current trustees, trustee candidates, third party contractors.
- All Board students, staff, parents, and trustees are expected to use the associated [Brand and Visual Identity Guidelines](#) as a tool for all Board related communication applications.
- The Director of Education shall develop administrative procedures to support the implementation, compliance, and enforcement of this Policy.

APPROVED: Regular Meeting of the Board

AUTHORIZED BY: _____
Chair of the Board



Regular Board Meeting

Action Report

School Generated Funds

Item 8.6

Tuesday, June 16, 2020

The following *Notice of Motion* was presented at the June 2, 2020 Regular Board meeting.

Moved by: P. DeRosa

Seconded by:

BE IT RESOLVED, that the Board of Trustees direct the Secretary and Director of the Halton Catholic District School Board to provide the Board of Trustees with a report on School Generated Funds (SGF) explaining the program and including SGF reports from all schools, with a summary (SGF) report totaling all schools for the years ending 18/19, 19/20 as well as the schools budget for 20/21 at the Sept 15, 2020 Regular Board meeting. The total (SGF) summary report as shown below will show, opening balances at the beginning of the year, revenues and expenses by source for the year and ending balances at the end of the year by category with a description of what is included in each category.

Category	Opening Balance	Year		Ending Balance
		Revenues	Expenses	
Administration				
Athletics				
Clubs & Activity Fees				
Commissions				
Departments				
External Charities				
Fieldtrips/excursions				
Fundraising				
School Council				
Special Events				
Other				
Other Categories as Applicable				
Total				

BE IT FURTHER RESOLVED that a list of cash balances (including a physical count of cash on hand where applicable) as at August 31, 2020 by school, be provided at the September 15, 2020 Regular Board meeting.

Food Waste Management Practices	Item 10.1.1
Tuesday, June 16, 2020	

Alignment to Strategic Plan

This report is linked to our strategic priority of **Believing: Celebrating our Catholic faith & aspiring to be models of Christ.**

Purpose

The purpose of this report is to bring forward concerns about food waste management practices occurring in secondary serveries across the Halton Catholic District School Board (HCDSB).

Background Information

In April 2019, students at Corpus Christi Catholic Secondary School raised concerns of food waste occurring in the servery, where a considerable quantity of food that was not sold at the end of the lunchtime period was thrown away. When they were asked about what kind of food was being thrown away, it involved cooked products (e.g., French fries, pizza, etc.) as well as drinks (e.g., “jet juice”).

Earlier this year, when staff at the servery was asked about their current practices of food waste, they had responded saying they are mandated to throw out any surplus of food not sold during the two lunch periods, and they are not allowed to take any leftover food with them. It was confirmed that the staff at Corpus Christi is employed with Chartwells (the education group of Compass Canada).

Trustee Suan approached the principal in December 2019 with these concerns, after which she recommended him to forward the issue to Andrea Swinden, Director of Communications at the HCDSB. This request was then forwarded to Daniel Tkalcic, Manager of Purchasing Services at the HCDSB, to investigate the contracts with Chartwells as well as reach out to the vendor. The Request for Proposal was provided to Trustee Suan, and in following up with Chartwells, they noted the following in their response:

- “Food waste is taken regularly to ensure food waste is avoided, and staff are encouraged to donate any unserved food at the unit through the FoodRescue.ca program with Second Harvest, where food donations are traceable.
- Our Food Donation Policy was established to clearly define the conditions under which Compass Group Canada (CGC) can donate un-served food from a foodservice operations managed by CGC
- Food that is left-over, food that is not consumed from a buffet table or at a catered event, food left at the serving line that has not been sold, must NOT be donated and must be discarded as organic waste for health and safety reasons
- Our staff are trained in forecasting and production, logs are kept so that food is prepared to the quantities required in order to limit left-over and unserved food, and food waste in general.”



Comments

There continues to be concerns with regards to transparency, the amount of food waste being produced in the serveries in each secondary school, which organizations are currently receiving unserved food from Chartwells, and the goals the Board is placing on the vendors to mitigate food waste. There is also a need to address the involvement of the greater community, as local food banks, churches and other community organizations all have a role to play in distributing food to where they are most needed. Some questions that need to be discussed are the following:

- What kinds of guidelines do vendors have with regards to food waste? For instance, does the Board or their vendor set goals on staff in reducing food waste (e.g., reduce food waste by 15% by the 2021-2022 school year) Is there a strategy currently in the Board to minimize food waste? How is the Board working with Chartwells to formulate this strategy?
- How can student voice be incorporated in these decisions? How are we planning to involve all groups in these discussions to reduce food waste (e.g., Student Councils, School Councils, principals, students, parents, etc)?
- Does the Board have access to the logs related to forecasting and production? If so, do we know how much organic waste is being produced in these serveries on average? Does the Board conduct independent audits to ensure that the goals in reducing food waste are met?
- Is the Board aware of any donations of unserved food from its secondary school serveries? If so, where are they going? Are they going to local organizations/food banks such as Halton Food For Life or Compassion Society? How is this being carried out in our schools?
- What kinds of opportunities/ do we have as a Board to donate unserved food to local charities such as Halton Food For Life? Would they be willing to accept these kinds of donations?
- Are there opportunities to resell packaged food that were not sold before at a lower price (e.g., in the server, Rice Krispies treats are sold in baggies)? If not, why can't this be done?
- Given that the staff are only encouraged to donate unserved food at the unit and not mandated to donate according to the response, what kinds of incentives are put in place to encourage the vendor to donate unserved food? Are they receiving tax breaks? If not, how can the Board encourage them to donate?
- Is the Food Donation Policy mentioned in the response from Compass Group Canada an internal policy, and does the Board know the conditions under which a unit can donate unserved food?

Conclusion

Mitigating food waste is a shared environmental, fiscal and social responsibility with all groups in our community and is of interest to our students. Given that 1 in 8 households in Canada continue to experience food insecurity according to PROOF Food Insecurity Policy Research, investigating opportunities to divert food away from the trash and into other local organizations such as food banks and churches is essential to our roles as environmental stewards and serving the common good. Under *Policy No. V-15 Environmental Stewardship*, the Board has a responsibility to, “develop and implement a plan/procedure for integrating sustainable environmental practices into each of the Board’s operational services”. Ultimately, the Board should seek to implement concrete strategies and solutions with the vendor soon as well as more transparency with regular food audits in secondary schools.



Item 10.1.1 | Food Waste Management Practices

Report Prepared by: D. Suan
Student Trustee

Report Submitted by: D. Suan
Student Trustee

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

Construction Report - June 2020



Construction Update

- The pictures above were taken on June 5, 2020. The top-left picture shows installed classroom flooring and ceiling. The top-right picture shows lighting and ceiling installation in the library. The bottom-left picture shows rear courtyard landscaping nearing completion. The bottom-right picture shows ongoing excavation for the front parking area.
- Work completed included acoustic ceiling, 3rd floor vinyl flooring, server epoxy flooring.

Schedule Update

- Acoustic ceiling
- Ceramic & vinyl tile flooring
- Visual display boards
- Exterior siding

If you have any comments or questions about the new school, please contact Stephany Balogh, Superintendent of Education, at (905) 632-6300 ext. 120 or e-mail baloghs@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.

Construction Report - June 2020



Construction Update

- The pictures above were taken on June 8, 2020. The top-left picture shows the steel joists being installed in the childcare addition. The top-right picture shows the cafeteria area being prepared for concrete slab. The bottom-left picture shows landscaping in the courtyard. The bottom-right picture shows ceramic tile installation in the classroom addition
- Work completed included childcare load bearing walls and structural steel, ceramic tile, ceiling grid and landscaping.

Schedule Update

- Vinyl sheeting flooring.
- Roofing in cafeteria and childcare areas.

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.

Construction Report—June 2020



Construction Update

- The pictures above were taken on June 5, 2020. The pictures show ongoing load bearing wall assembly and in wall services installation.
- Work completed included installation of load bearing walls, concrete floor slab and in wall electrical and mechanical services.

Schedule Update

- Load bearing masonry walls.
- Erection of structural steel.
- Site servicing installation.
- Steel joist installation.

If you have any comments or questions about the new school, please contact Toni Pinelli, Superintendent of Education, at (905) 632-6300 ext. 181 or e-mail pinellit@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.



Regular Board Meeting

Information Report

Budget Report for September 1, 2019, to May 31, 2020	Item 10.3
June 16, 2020	

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 2019-20 Budget Report for the nine months ending May 31, 2020.

Background Information

- 1) Information Report 10.5 “Budget Report for September 1, 2019, to February 29, 2020” from the April 21, 2020, Regular Board Meeting.
- 2) Information Report 8.3 “2019-20 Revised Budget Estimates (Including September 1, 2019, to November 30, 2019, Actuals)” from the January 21, 2020, Regular Board Meeting.
- 3) Action Report 4.1 “2019-20 Budget Estimates Amended” from the June 27, 2019, Special Meeting of the Board.
- 4) Action Report 8.9 “2019-20 Budget Estimates (Final)” from the June 18, 2019, Regular Board Meeting.

Comments

This report compares the revenues and expenses (including commitments) with the 2019-20 Revised Budget to show the percentages received and spent to date. The report also provides the same information for the previous fiscal year for comparative purposes.

The attached budget report includes both the nine months from September 1, 2019, to May 31, 2020, and the comparatives for the same period in the 2018-19 fiscal year.

As of May 31, 2020, the fiscal year is 75% complete (9 months/12 months), and the school year is 90% complete (9 months/10 months). Therefore, it is expected that the percentages received or spent to be between 75% and 90%. The report indicates that both revenues and expenses for the year are expected to remain within the revised budget.



Revenue Highlights (Appendices A-1 and B)

Total revenues received as of May 31, 2020, are \$324.2 million and includes \$236 million for legislative grants, \$58.1 million for municipal funding, and \$30.1 million in other provincial grants, other revenue, and transfers to reserves. Overall, 75.2% received is in line with 78.6% for the same period in the prior year and the expected percentage range of 75% to 90%.

The main differences between revenues received up to May 31, 2020, and revenues received for the same period in 2019 (\$331.2 million) is due to a decrease in School Generated Funds revenue (-\$4 million), the timing of Legislative Grants and Municipal Taxes (-\$1.7 million) and transfers from reserves (-\$1.3 million).

The Ministry has continued numerous programs to enhance student achievement and professional development for staff for the 2019-20 fiscal year, and these revenues are included in the “Other Provincial Grants.” Appendix B outlines the “Other Provincial Grants” allocated, with the total amount corresponding to Appendix A-1.

Within “Other Revenue,” the significant variances were from Use of Schools/Rentals Revenue and Recoveries. The decrease in the community use of schools and turf field rental revenues (-\$0.3 million) compared to 2018-19 is due to all schools being closed since March 13, 2020, as a result of the COVID-19 pandemic. The variance in the recoveries revenue is due to having less seconded staff and the timing of the receipt of recovery payments.

Expense Highlights (Appendix A-2)

For the period ending May 31, 2020, total expenses are \$319.9 million, and the 74.2% spent is slightly under the expected percentage range of 75% to 90%. It is also \$8.1 million less when compared with the \$328 million or 77.9% for the same period in the prior year.

Classroom expenses amounted to \$219.5 million or 73.9% of the 2019-20 Revised Budget compared to \$220.9 million or 76.7% for the period of September 1, 2018, to May 31, 2019. The dollar decrease mainly relates to staff development (-\$1.3 million).

School support services costs, including school administration, teacher consultants and continuing education, totaled \$26.6 million or 75.4% of the Revised Budget for the period ending May 31, 2020. This is consistent with \$27.4 million or 75.7% expensed in the same period in the previous year. The year-over-year difference is due to a decrease in teacher consultants.

Other Non-Classroom expenses and commitments of \$16.5 million, or 75.7% of the Revised Budget, have been recorded from September 1, 2019, to May 31, 2020, and represents a decrease of \$0.2 million over the amount expensed during September 1, 2018, to May 31, 2019. This is due to lower fees and contractual services costs (-\$0.4 million), and higher transportation costs (\$0.1 million) and interest charges (\$0.1 million).

Pupil Accommodation expenses and commitments of \$35.8 million, or 79.5% of the Revised Budget, is a decrease over the \$38.1 million or 88.4% from the previous year. The difference mainly relates to decreases in costs for professional fees (-\$1.8 million) and portable leases and movements (-\$0.7 million). Portable leases and movements decreased in 2019-20 as Assumption students were temporarily relocated to Lester B. Pearson in 2018-19.



Enrolment (Appendix C)

The primary funding driver for the Grant for Student Needs is enrolment. Elementary and Secondary enrolment is based on FullTime Equivalent (FTE) enrolment for October 31 and March 31. These two fixed-in-time FTE enrolment values are averaged to produce the annualized Average Daily Enrolment (ADE).

The 2019-20 enrolment reflected actual enrolment on October 31, 2019, and estimated enrolment on March 31, 2020, which will be reflected in the Financial Statements reporting cycle. The projected ADE of elementary students is 23,619.50 and of secondary students is 12,827.19, for a total enrolment of 36,446.69. This represents a decrease from the 2019-20 Original Estimates of 63.41 ADE (or -0.2%) and an increase of 832.47 ADE (or 2.3%) over the 2018-19 Actual ADE.

Conclusion

The percentages received/spent for the period from September 1, 2019, to May 31, 2020, are slightly lower than the prior-year but still fall within the expected range. Therefore, revenues and expenses to date appear reasonable and aligned with the revised budget.

Staff continues to monitor and control expenses against the 2019-20 Revised Budget to achieve a balanced position for the 2019-20 Year-End.

Report Prepared by:	A. Cross Senior Manager, Financial Services
Report Reviewed by:	A. Lofts Superintendent of Business Services and Treasurer of the Board
Report Submitted by:	A. Lofts 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
2019/2020 Budget Report
For the Nine Months Ended May 31, 2020

Appendix A-1

Budget Assessment

Risk Assessment

OPERATING REVENUE
Province of Ontario

Legislative Grants
Municipal Taxes

Other Provincial Grants

Prior Year Grant Adjustment - Operating
Other Provincial Grants

Other Revenue

Government of Canada
Tuition Fees
Use of Schools/Rentals
Cafeteria, Vending, Uniform and OCAS Revenue
Interest Revenue
Donation Revenue
Miscellaneous Recoveries
Recoveries - Secondments
Miscellaneous Revenue
Educational Development Charge (EDC) Revenue

School Generated Funds Revenue

Amortization of Deferred Capital Contribution

Total Operating Revenue

Available for Compliance

(Surplus) Deficit - Available for Compliance
Available for Compliance - Transfer from (to) Internally
Restricted Reserve (net)

Total Available for Compliance (Surplus) Deficit

Unavailable for Compliance

Unavailable for Compliance - (PSAB Adjustments)
Amortization of EFB - Retirement Gratuity & ERIP 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

Total Annual (Surplus) Deficit

Total Revenue After PSAB Adjustments

	2019/2020 Original Budget Estimates (in PSAB Format)	2019/2020 Revised Budget Estimates (in PSAB Format)	2019/2020 Revised Budget Forecast @ May 31/20 (in PSAB Format)	Change		2019/2020 Revenues and Receipts @ May 31/20 (in PSAB Format)	% Received	2018/2019 Revenues and Receipts @ May 31/19 (in PSAB Format)	% Received	Year-to year Increase (Decrease) \$	Year-to year Increase (Decrease) %	2018/2019 Financial Statements August 2019
				\$ Increase (Decrease) Revised Est. to Revised Forecast	% Increase (Decrease)							
Legislative Grants	\$ 294,231,068	\$ 290,758,473	\$ 290,758,473	-	0.0%	\$ 236,020,748	81.2%	\$ 238,552,124	81.7%	\$ (2,531,376)	-1.1%	\$ 292,070,913
Municipal Taxes	91,228,142	94,328,241	94,328,241	-	0.0%	58,100,838	61.6%	57,257,109	61.8%	843,729	1.5%	92,616,231
	385,459,210	385,086,714	385,086,714	-	0.0%	294,121,587	76.4%	295,809,233	76.9%	\$ (1,687,646)	-0.6%	384,687,144
Other Provincial Grants												
Prior Year Grant Adjustment - Operating	-	-	-	-		27,960		228,493	98.3%	(200,533)		232,430
Other Provincial Grants	1,803,728	4,686,966	4,766,466	79,500	1.7%	3,202,447	67.2%	3,514,941	74.9%	(312,494)	-8.9%	4,691,690
	1,803,728	4,686,966	4,766,466	79,500	1.7%	3,230,407	67.8%	3,743,434	76.0%	(513,027)	-13.7%	4,924,120
Other Revenue												
Government of Canada	2,592,740	2,594,740	2,592,740	(2,000)	-0.1%	1,169,034	45.1%	1,397,614	57.7%	(228,580)	-16.4%	2,424,254
Tuition Fees	2,539,300	2,539,300	2,539,300	-	0.0%	2,820,089	111.1%	2,986,462	100.7%	(166,373)	-5.6%	2,967,124
Use of Schools/Rentals	1,475,000	1,475,000	1,475,000	-	0.0%	1,047,636	71.0%	1,341,718	89.1%	(294,083)	-21.9%	1,506,309
Cafeteria, Vending, Uniform and OCAS Revenue	-	50,000	50,000	-	0.0%	13,814	27.6%	16,001	32.2%	(2,186)		49,714
Interest Revenue	100,000	600,000	600,000	-	0.0%	665,186	110.9%	382,890	59.0%	282,296	73.7%	649,076
Donation Revenue	-	-	-	-	0.0%	37,071		597	84.1%	36,475	6113.1%	709
Miscellaneous Recoveries	-	-	-	-	0.0%	151,144		201,209	138.5%	(50,065)	-24.9%	145,292
Recoveries - Secondments	1,678,200	1,473,235	1,473,235	-	0.0%	449,461	30.5%	1,109,015	53.0%	(659,554)	-59.5%	2,092,675
Miscellaneous Revenue	1,496,000	1,614,420	1,614,420	-	0.0%	1,006,062	62.3%	667,535	50.9%	338,528	50.7%	1,311,483
Educational Development Charge (EDC) Revenue	7,000,000	7,000,000	7,000,000	-	0.0%	5,616,868	80.2%	5,721,441	69.1%	(104,573)	-1.8%	8,283,645
	16,881,240	17,346,695	17,344,695	(2,000)	0.0%	12,976,367	74.8%	13,824,482	71.1%	(848,116)	-6.1%	19,430,281
School Generated Funds Revenue	13,000,000	13,000,000	13,000,000	-	0.0%	7,727,918	59.4%	11,700,919	90.5%	(3,973,001)	-34.0%	12,923,555
Amortization of Deferred Capital Contribution	18,446,547	16,847,558	16,847,558	-	0.0%	12,635,669	75.0%	12,221,847	79.3%	413,822	3.4%	15,420,443
Total Operating Revenue	435,590,725	436,967,933	437,045,433	77,500	0.0%	330,691,947	75.7%	337,299,916	77.1%	(6,607,969)	-2.0%	437,385,543
Available for Compliance												
(Surplus) Deficit - Available for Compliance	278,474	1,489,637	1,396,419	(93,218)		-		-		-		(267,438)
Available for Compliance - Transfer from (to) Internally Restricted Reserve (net)	533,708	511,611	511,611	-		-		1,304,413		(1,304,413)		(8,456,469)
Total Available for Compliance (Surplus) Deficit	812,182	2,001,248	1,908,030	(93,218)		-		1,304,413		(1,304,413)		(8,723,907)
Unavailable for Compliance												
Unavailable for Compliance - (PSAB Adjustments)	(186,386)	(186,386)	(186,386)	-		-		-		-		(176,450)
Amortization of EFB - Retirement Gratuity & ERIP Liability	-	-	-	-		-		-		-		-
Amortization of EFB - Retirement/Health/Dental/Life Insurance	(458,218)	(458,218)	(458,218)	-		-		-		-		(458,218)
Unavailable for Compliance - (Increase) Decrease in School Generated Funds	-	-	-	-		(889,980)		(1,651,957)		761,977		(38,228)
Revenues Recognized for Land	(7,000,000)	(7,000,000)	(7,000,000)	-		(5,616,868)		(5,721,441)		104,573		(6,695,738)
Total Unavailable for Compliance	(7,644,604)	(7,644,604)	(7,644,604)	-		(6,506,848)		(7,373,398)		866,550		(7,368,634)
Total Annual (Surplus) Deficit	(6,832,422)	(5,643,356)	(5,736,574)	(93,218)		(6,506,848)		(6,068,985)		(437,863)		(16,092,541)
Total Revenue After PSAB Adjustments	\$ 428,758,303	\$ 431,324,577	\$ 431,308,859	\$ (15,718)	0.0%	\$ 324,185,099	75.2%	\$ 331,230,931	78.6%	\$ (7,045,832)	-2.1%	\$ 421,293,002

Halton Catholic District School Board

Appendix A-2

Expenses

2019/2020 Budget Report

For the Nine Months Ended May 31, 2020

Budget Assessment

Risk Assessment

	2019/2020 Original Budget Estimates (in PSAB Format)	2019/2020 Revised Budget Estimates (in PSAB Format)	2019/2020 Revised Budget Forecast @ May 31/20 (in PSAB Format)	Change \$ Increase (Decrease) Revised Est. to Revised Forecast	% Increase (Decrease)	2019/2020 Expenses and Commitments @ May 31/20 (in PSAB Format)	% Spent	2018/2019 Expenses and Commitments @ May 31/19 (in PSAB Format)	% Spent	Year-to-year Increase (Decrease) \$	Year-to-year Increase (Decrease)	2018/2019 Financial Statements August 2019
Classroom Instruction												
Classroom Teachers	\$ 226,204,700	\$ 224,236,800	\$ 224,236,800	-	0.00%	\$ 163,541,176	72.9%	\$ 164,711,693	75.0%	\$ (1,170,517)	-0.7%	\$ 219,663,980
Occasional Teachers	4,345,000	4,780,000	5,349,885	569,885	11.92%	3,439,269	64.3%	3,401,928	79.9%	37,342	1.1%	4,259,931
Early Childhood Educators (E.C.E) and Supply	9,404,600	8,988,000	8,988,000	-	0.00%	7,829,737	87.1%	7,765,488	88.2%	64,250	0.8%	8,800,002
Teacher Assistants and Supply	25,179,400	25,427,000	25,427,000	-	0.00%	21,585,620	84.9%	20,342,567	86.5%	1,243,053	6.1%	23,507,184
Textbooks & Classroom Supplies	6,735,334	7,556,069	7,440,705	(115,364)	-1.53%	4,724,583	63.5%	5,718,699	83.9%	(994,116)	-17.4%	6,819,513
Computers	2,441,300	3,316,498	3,365,898	49,400	1.49%	2,316,393	68.8%	1,830,419	62.9%	485,974	26.5%	2,911,932
Professionals, Paraprofessionals & Technical	13,636,900	14,286,134	14,282,774	(3,360)	-0.02%	10,386,779	72.7%	10,167,288	75.2%	219,491	2.2%	13,519,938
Library and Guidance	6,002,220	6,090,593	6,087,745	(2,848)	-0.05%	4,684,313	76.9%	4,692,611	79.8%	(8,298)	-0.2%	5,879,036
Staff Development	1,592,431	2,525,801	2,021,467	(504,334)	-19.97%	998,601	49.4%	2,286,414	84.7%	(1,287,813)	-56.3%	2,700,682
Subtotal Classroom Instruction	295,541,885	297,206,895	297,200,274	(6,621)	0.00%	219,506,472	73.9%	220,917,107	76.7%	(1,410,635)	-0.6%	288,062,197
Non Classroom - School Support Services												
School Administration	22,074,072	22,370,861	22,361,661	(9,200)	0.0%	17,659,799	79.0%	17,713,760	77.7%	(53,961)	-0.3%	22,806,371
Teacher Consultants	5,022,941	4,919,432	4,916,915	(2,517)	-0.1%	3,382,339	68.8%	4,059,038	75.7%	(676,700)	-16.7%	5,360,803
Continuing Education	6,743,941	8,006,189	8,013,189	7,000	0.1%	5,557,921	69.4%	5,627,990	70.2%	(70,069)	-1.2%	8,018,877
Subtotal School Support Services	33,840,954	35,296,482	35,291,765	(4,717)	0.0%	26,600,058	75.4%	27,400,788	75.7%	(800,729)	-2.9%	36,186,051
Recoverable Expenses	1,678,200	1,473,235	1,473,235	-	0.0%	1,061,176	72.0%	1,687,912	84.6%	(626,736)	-37.1%	1,994,004
Other Non Classroom												
Board Administration	11,241,588	12,065,438	12,058,438	(7,000)	-0.1%	8,171,079	67.8%	8,472,593	75.4%	(301,515)	-3.6%	11,233,351
Transportation	9,644,764	9,672,526	9,672,526	-	0.0%	8,277,649	85.6%	8,180,711	90.8%	96,938	1.2%	9,012,031
Subtotal Other Non Classroom	20,886,352	21,737,964	21,730,964	(7,000)	0.0%	16,448,728	75.7%	16,653,305	82.3%	(204,577)	-1.2%	20,245,382
Pupil Accommodation												
School Operations and Maintenance	33,057,045	33,442,941	33,445,561	2,620	0.0%	26,189,932	78.3%	27,210,994	90.5%	(1,021,062)	-3.8%	30,070,327
Portable Leases	3,700,000	3,700,000	3,700,000	-	0.0%	2,346,864	63.4%	3,017,213	66.3%	(670,349)	-22.2%	4,548,068
Debt Charges	47,375	47,375	47,375	-	0.0%	-	0.0%	47,375	100.0%	(47,375)	-	47,375
Other Debenture Payments	7,865,424	7,865,424	7,865,424	-	0.0%	7,297,751	92.8%	7,870,493	92.9%	(572,742)	-7.3%	8,469,340
Subtotal Pupil Accommodations	44,669,844	45,055,740	45,058,360	2,620	0.0%	35,834,547	79.5%	38,146,075	88.4%	(2,311,528)	-6.1%	43,135,109
School Generated Funds Expenditures	13,000,000	13,000,000	13,000,000	-	0.0%	6,837,938	52.6%	10,048,962	78.0%	(3,211,024)	-32.0%	12,885,327
Amortization & Write-down Expense	19,785,672	18,198,865	18,198,865	-	0.0%	13,649,149	75.0%	13,195,185	69.6%	453,964	3.4%	18,961,382
Total Expenditures before PSAB Adjustment	429,402,907	431,969,181	431,953,463	(15,718)	0.0%	319,938,067	74.1%	328,049,332	77.8%	(8,111,265)	-2.5%	421,469,452
PSAB Adjustments												
Increase In Employee Future Benefits	(458,218)	(458,218)	(458,218)	-	0.0%	-	-	-	-	-	-	-
(Decrease) in Accrued Interest on Debenture	(186,386)	(186,386)	(186,386)	-	0.0%	-	0.0%	-	0.0%	-	-	(176,450)
Total PSAB Adjustment	(644,604)	(644,604)	(644,604)	-	0.0%	-	0.0%	-	0.0%	-	-	(176,450)
Total Expenditures After PSAB Adjustments	\$ 428,758,303	\$ 431,324,577	\$ 431,308,859	\$ (15,718)	0.0%	\$ 319,938,067	74.2%	\$ 328,049,332	77.9%	\$ (8,111,265)	-2.5%	\$ 421,293,002

Halton Catholic District School Board
Other Provincial Grants
2019/2020 Budget Report
For the Nine Months Ended May 31, 2020

Appendix B

Grant Description	2019/2020 Original Budget Estimates	2019/2020 Revised Budget Estimates	2019/2020 Revised Budget Forecast	2019/2020 Actual @ May 31/2020
A. Prkacin - PPF				
French As A Second Language	-	132,985	132,985	99,741
Indigenous Education	-	32,800	32,800	24,600
Health, Physical Education, Careers Curriculum	-	26,838	26,838	20,129
Critically Conscious Practical Inquiry	-	-	-	8,440
NTIP Enhanced Teacher Development	-	-	-	487
Math AQ	-	-	47,000	11,750
Renewed Math Strategy	-	269,500	269,500	202,125
	-	462,123	509,123	367,271
C. Cipriano - PPF				
Support Transitions for Post Secondary	-	45,000	45,000	40,500
Transportation for CYIC	-	11,000	11,000	7,700
AUTISM SPECTRUM DISORDER ADDITIONAL QUALIFICATION	-	-	32,500	-
Mental Health Workers	-	360,334	360,334	324,301
	-	416,334	448,834	372,501
C. McGillicuddy - PPF				
Specialist Highskills Major (SHSM) Special Funding	-	273,211	273,211	275,986
Experiential Learning	-	161,460	161,460	113,022
	-	434,671	434,671	389,008
J. Crowell - PPF				
Parents Reaching Out (PRO)	-	20,840	20,840	14,588
Safe, Equitable And Inclusive Schools	-	42,737	42,737	29,916
	-	63,577	63,577	44,504
L. Naar - PPF				
	-	-	-	-
S. Balogh - PPF				
Cannabis Legalization	-	19,624	19,624	13,737
	-	19,624	19,624	13,737
T. Pinelli - PPF				
	-	-	-	-
J. O'Hara - PPF				
	-	-	-	-
R. Merrick - PPF				
Outreach Coordinator	-	-	-	13,800
	-	-	-	13,800
Sub-total	\$ -	\$ 1,396,329	\$ 1,475,829	\$ 1,200,821
O.Y.A.P GRANT				
Province of Ontario-Citizenship	1,273,900	1,377,500	1,377,500	933,661
LBS Grants	128,580	128,580	128,580	107,588
Province of Ontario-Language Training Program	401,248	401,248	401,248	214,134
Human Rights Equity Advisor	-	98,736	98,736	70,380
Broadband Modernization Program	-	851,198	851,198	595,838
Audit and Accountability Grant - Facilities	-	300,000	300,000	-
Sub-total	\$ 1,803,728	\$ 3,290,637	\$ 3,290,637	\$ 2,001,626
Total Other Provincial Grants per A-1	\$ 1,803,728	\$ 4,686,966	\$ 4,766,466	\$ 3,202,447

Halton Catholic District School Board
Day School Average Daily Enrolment (ADE)
2019/2020 Budget Report

Appendix C

	2019-20 REVISED ESTIMATES				2019-20 ORIGINAL ESTIMATES				
	Actual FTE Oct 31/19	Projected FTE Mar 31/20	2019-20 Revised ADE	% Change	Projected FTE Oct 31/19	Projected FTE Mar 31/20	2019-20 Original ADE	% Change	2018-19 Actual ADE
JK	2,041.00	2,059.00	2,050.00	-4.6%	2,136.00	2,160.00	2,148.00	1.7%	2,112.75
SK	2,226.00	2,245.00	2,235.50	0.0%	2,222.00	2,249.00	2,235.50	1.8%	2,195.50
Gr. 1 to 3	7,055.00	7,099.00	7,077.00	0.4%	7,039.00	7,065.00	7,052.00	0.0%	7,055.50
Gr. 4 to Gr. 6	7,462.00	7,501.00	7,481.50	-0.1%	7,488.00	7,496.00	7,492.00	2.5%	7,306.00
Gr. 7 to Gr. 8	4,764.00	4,787.00	4,775.50	0.0%	4,767.00	4,782.00	4,774.50	4.2%	4,580.00
Gr. 4 to Gr. 8	12,226.00	12,288.00	12,257.00	-0.1%	12,255.00	12,278.00	12,266.50	3.2%	11,886.00
Elementary Day School Enrolment	23,548.00	23,691.00	23,619.50	-0.3%	23,652.00	23,752.00	23,702.00	1.9%	23,249.75
Secondary Day School Enrolment	12,950.92	12,703.46	12,827.19	0.1%	12,947.64	12,668.55	12,808.10	3.6%	12,364.47
Total Day School ADE	36,498.92	36,394.46	36,446.69	-0.2%	36,599.64	36,420.55	36,510.10	2.5%	35,614.22

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



Regular Board Meeting

Information Report

Capital Projects Report as of May 31, 2020	Item 10.4
June 16, 2020	

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 May 31, 2020.

Background Information

The following information regarding HCDSB's 2019-20 Capital Budget was provided to Trustees:

1. Information Report 10.7 "Capital Projects Report as of February 28, 2020" from the April 21, 2020, Regular Board Meeting.
2. Information Report 10.4 "Capital Projects Report as of November 30, 2019" from the December 17, 2019, Regular Board Meeting.
3. Action Report 8.9 "2019-20 Budget Estimates - Final" from the June 18, 2019, Regular Board Meeting.

Comments

The attached Consolidated Capital Projects Report provides a summary totalling \$512.5 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 \$495.7 million has been recorded for all projects, including open purchase orders of \$16.5 million which mainly relate to the construction of the Assumption Catholic Secondary School (CSS) classroom addition and school refresh, the St. Michael Elementary addition and child care centre and the Bishop Reding CSS classroom addition.

HCDSB receives Education Development Charges (EDC) revenue from the four Halton municipalities, which cover the purchase and preparation costs of school sites. Since 1998, HCDSB purchased school sites for a total of \$184.7 million, as broken down on page 5 of this report. This includes \$11.3 million in eligible EDC expenditures that have not been associated with any particular schools. Currently,



HCDSB has an EDC shortfall of \$73.9 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 17 reflect construction, site, and first-time equipping costs to date. It should be noted that the St. Scholastica and Bishop Reding projects are expected to surpass their budgets due to contractor costs exceeding the Ministry’s construction benchmark for capital funding. The Assumption project is expected to surpass its budget due to the change in the length of the project, winter working conditions and complications with integrating the new building into the old.

Conclusion

HCDSB staff will continue to monitor the capital project budgets and EDC shortfall. A preliminary 2019-20 Capital Projects Report will be provided in the fall at a Regular Board Meeting.

- Report Prepared by: A. Cross
Senior Manager, Financial Services
- Report Reviewed by: A. Lofts
Superintendent of Business Services and Treasurer of the Board
- Report Submitted by: A. Lofts
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 May 31, 2020

SCHOOL BUILDINGS	BUDGET	EXPENSED Sep.1/98 to Aug.31/18	EXPENSED 2018 - 19	EXPENSED 2019 - 20	Commitments 2019 - 20	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 May 31, 2020

SCHOOL BUILDINGS - Continued	BUDGET	EXPENSED Sep.1/98 to Aug.31/18	EXPENSED 2018 - 19	EXPENSED 2019 - 20	Commitments 2019 - 20	Total Expensed and Commitments	(OVER)/UNDER BUDGET BALANCE
CURRENT PROJECTS							
St. Gregory The Great Elementary - New School	\$13,550,465	\$13,050,705	\$11,376	\$0	\$0	\$13,062,082	\$488,383
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	\$12,885,434	\$1,193,223	\$21,218	\$0	\$14,099,876	(\$281,402)
St. Nicholas Elementary - School Consolidation	\$12,524,935	\$800,194	\$5,337,275	\$6,195,652	\$46,539	\$12,379,661	\$145,274
St. Mark Elementary - Addition	\$1,625,867	\$644,270	\$990,493	\$9,747	\$0	\$1,644,509	(\$18,642)
St. Mark Elementary - Child Care Centre	\$2,077,013	\$819,979	\$1,256,635	\$52,711	\$0	\$2,129,325	(\$52,312)
Bishop Reding - Addition	\$23,754,036	\$341,577	\$4,750,877	\$7,048,360	\$11,457,529	\$23,598,343	\$155,693
St. Peter Elementary - Child Care Centre	\$2,606,270	\$67,475	\$78,779	\$0	\$91,944	\$238,198	\$2,368,072
Assumption - Addition & School Refresh	\$14,000,000	\$251,722	\$8,388,604	\$3,926,374	\$2,807,567	\$15,374,267	(\$1,374,267)
St. Michael Elementary - Addition	\$1,579,522	\$0	\$111,723	\$266,636	\$1,021,094	\$1,399,453	\$180,069
St. Michael Elementary - Child Care Centre	\$1,542,762	\$0	\$121,034	\$303,859	\$1,060,724	\$1,485,617	\$57,145
Sub-total Current Projects	\$89,600,193	\$31,273,926	\$22,240,019	\$17,824,557	\$16,485,398	\$87,823,900	\$1,776,293
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	\$108,290,193	\$46,188,295	\$22,240,019	\$17,824,557	\$16,485,398	\$102,738,269	\$5,551,924
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	\$512,456,211	\$439,157,647	\$22,240,019	\$17,824,557	\$16,485,398	\$495,707,622	\$16,748,589

Halton Catholic District School Board
Consolidated Capital Projects
For the Period ending May 31, 2020

SCHOOL SITES	BUDGET	EXPENSED Sep.1/98 to Aug.31/18	EXPENSED 2018 - 19	EXPENSED 2019 - 20	Commitments 2019 - 20	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	\$5,489,265	\$1,978,090	\$0	\$0	\$7,467,356
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	\$9,297,915	\$14,302	\$0	\$0	\$9,312,217
St. Nicholas Elementary (130)	\$0	\$0	\$780,656	\$0	\$0	\$780,656
Corpus Christi Secondary (202)	\$0	\$13,629,450	\$0	\$0	\$0	\$13,629,450
Jean Vanier Secondary (204)	\$0	\$11,027,198	\$3,182	\$91,855	\$0	\$11,122,235
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	\$5,465,745	\$2,758	\$2,196	\$0	\$5,470,700
Bishop Reding Secondary (238)	\$0	\$0	\$5,274	\$0	\$0	\$5,274
Various Sites - EDC Eligible Costs (See Page 6)	\$0	\$15,700,448	\$51,149,917	\$1,277,282	\$25,232	\$68,152,879
TOTAL SITES	\$0	\$129,395,211	\$53,934,180	\$1,371,333	\$25,232	\$184,725,955
TOTAL BUILDINGS AND SITES	\$ 512,456,211	\$ 568,552,858	\$ 76,174,199	\$ 19,195,890	\$ 16,510,630	\$ 680,433,577

Halton Catholic District School Board
EDC Eligible Expenditures
For the period ending May 31, 2020

DESCRIPTION	EXPENSED Sep.1/98 to Aug.31/18	EXPENSED 2018 - 19	EXPENSED 2019 - 20	Commitments 2019 - 20	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	\$4,193	\$0	\$84,332
EDC - Site Improvement - Georgetown West (167)	\$23,068	\$4,127	\$1,635	\$0	\$28,830
EDC - Prof. Fees - Acton East (169)	\$63,115	\$0	\$4,193	\$0	\$67,308
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)	\$64,147	\$0	\$0	\$0	\$64,147
EDC - Prof. Fees - North Oakville #CE5 - (177)	\$0	\$1,149	\$0	\$0	\$1,149
EDC - Prof. Fees - Milton #9 (179)	\$6,017	\$3,014	\$0	\$0	\$9,031
EDC - Prof. Fees - Milton #10 (180)	\$12,468	\$13,458	\$9,067	\$0	\$34,992
EDC - Prof. Fees - Milton #11 (181)	\$0	\$0	\$0	\$6,232	\$6,232
SECONDARY					
EDC - Prof. Fees - North Oakville CSS (205)	\$10,931	\$613	\$0	\$0	\$11,544
EDC - Prof. Fees - Milton CSS (206)	\$341,337	\$319,041	\$155,966	\$19,000	\$835,343
EDC - Site Purchase - Milton CSS (206)	\$2,500,000	\$48,550,722	\$14,450	\$0	\$51,065,172
EDC - Site Improvement - Milton CSS (206)	\$0	\$4,561	\$55,774	\$0	\$60,335
EDC - Georgetown South (210)	\$9,138	\$0	\$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	\$1,405,971	\$81,866	\$5,479	\$0	\$1,493,315
Interest Costs	\$6,153,506	\$2,171,367	\$1,026,525	\$0	\$9,351,398
TOTAL	\$15,700,448	\$51,149,917	\$1,277,282	\$25,232	\$68,152,879

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.31/18	EXPENSED 2018 - 19	EXPENSED 2019 - 20	Commitments 2019 - 20	TOTAL EXPENSED and Commitments	AVAILABLE BALANCE
Building							
Construction	\$11,750,465	\$11,292,676	\$0	\$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	\$12,543,722	\$0	\$0	\$0	\$12,543,722	\$526,743
Furniture & Equipment	\$180,000	\$170,747	\$11,376	\$0	\$0	\$182,123	(\$2,123)
Computer & Technology Equipment	\$150,000	\$142,880	\$0	\$0	\$0	\$142,880	\$7,120
Sub-total Furniture & Equipment	\$330,000	\$313,627	\$11,376	\$0	\$0	\$325,003	\$4,997
Bridge Financing (Interest)	\$150,000	\$193,357	\$0	\$0	\$0	\$193,357	(\$43,357)
TOTAL	\$13,550,465	\$13,050,705	\$11,376	\$0	\$0	\$13,062,082	\$488,383
SCHOOL SITE	BUDGET	EXPENSED Sep.1/98 to Aug.31/18	EXPENSED 2018 - 19	EXPENSED 2019 - 20	Commitments 2019 - 20	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	\$20,784,524	\$11,376	\$0	\$0	\$20,795,900	
FUNDING	BUDGET	EXPENSED Sep.1/98 to Aug.31/18	EXPENSED 2018 - 19	EXPENSED 2019 - 20	Commitments 2019 - 20	TOTAL	
BUILDING							
Facilities Capital Reserve		\$0	\$0	\$0	\$0	\$0	
Funding - Minor TCA		\$233,802	\$0	\$0	\$0	\$233,802	
Funding - FDK		\$1,260,424	\$0	\$0	\$0	\$1,260,424	
Funding - Capital Priorities		\$11,363,123	\$11,376	\$0	\$0	\$11,374,499	
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 (Loan)		\$7,733,818	\$0	\$0	\$0	\$7,733,818	
TOTAL	\$0	\$20,784,524	\$11,376	\$0	\$0	\$20,795,900	
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.31/18	EXPENSED 2018 - 19	EXPENSED 2019 - 20	Commitments 2019 - 20	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.31/18	EXPENSED 2018 - 19	EXPENSED 2019 - 20	Commitments 2019 - 20	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.31/18	EXPENSED 2018 - 19	EXPENSED 2019 - 20	Commitments 2019 - 20	TOTAL	
BUILDING							
Facilities Capital Reserve		\$0	\$0	\$0	\$0	\$0	
Funding - Minor TCA		\$105,775	\$0	\$0	\$0	\$105,775	
Funding - FDK		\$0	\$0	\$0	\$0	\$0	
Funding - Capital Priorities		\$0	\$0	\$0	\$0	\$0	
Funding - Child Care		\$2,306,795	\$0	\$0	\$0	\$2,306,795	
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 (ESTIMATE)	EXPENSED Sep. 1/98 to Aug. 31/18	EXPENSED 2018 - 19	EXPENSED 2019 - 20	Commitments 2019 - 20	TOTAL EXPENSED and Commitments	AVAILABLE BALANCE
Building							
Construction	\$11,858,474	\$11,505,797	\$1,031,347	\$21,218	\$0	\$12,558,362	(\$699,888)
Professional Fees	\$985,000	\$939,227	\$31,689	\$0	\$0	\$970,916	\$14,084
Inspections, Soil test, Surveys	\$175,000	\$64,259	\$6,099	\$0	\$0	\$70,357	\$104,643
Building Permit Fees	\$150,000	\$108,424	\$15,614	\$0	\$0	\$124,038	\$25,962
Contingencies	\$170,000	\$0	\$0	\$0	\$0	\$0	\$170,000
Sub-total Building	\$13,338,474	\$12,617,707	\$1,084,749	\$21,218	\$0	\$13,723,673	(\$385,199)
Furniture & Equipment	\$180,000	\$150,012	\$104,831	\$0	\$0	\$254,843	(\$74,843)
Computer & Technology Equipment	\$150,000	\$117,716	\$3,643	\$0	\$0	\$121,359	\$28,641
Sub-total Furniture & Equipment	\$330,000	\$267,728	\$108,474	\$0	\$0	\$376,202	(\$46,202)
Bridge Financing (Interest)	\$150,000	\$0	\$0	\$0	\$0	\$0	\$150,000
TOTAL	\$13,818,474	\$12,885,434	\$1,193,223	\$21,218	\$0	\$14,099,876	(\$281,402)
SCHOOL SITE	BUDGET	EXPENSED Sep. 1/98 to Aug. 31/18	EXPENSED 2018 - 19	EXPENSED 2019 - 20	Commitments 2019 - 20	TOTAL EXPENSED	
Site		\$8,491,426	\$0	\$0	\$0	\$8,491,426	
Site Improvements		\$735,676	\$14,302	\$0	\$0	\$749,979	
Professional Fees-EDC-Site		\$70,812	\$0	\$0	\$0	\$70,812	
Bridge Financing		\$0	\$0	\$0	\$0	\$0	
TOTAL	\$0	\$9,297,915	\$14,302	\$0	\$0	\$9,312,217	
PROJECT TOTAL	\$13,818,474	\$22,183,349	\$1,207,526	\$21,218	\$0	\$23,412,093	
FUNDING	BUDGET	EXPENSED Sep. 1/98 to Aug. 31/18	EXPENSED 2018 - 19	EXPENSED 2019 - 20	Commitments 2019 - 20	TOTAL	
BUILDING							
Facilities Capital Reserve		\$0	\$33,982	\$21,218	\$0	\$55,199	
Funding - Minor TCA		\$267,728	\$108,474	\$0	\$0	\$376,202	
Funding - FDK		\$1,542,760	\$0	\$0	\$0	\$1,542,760	
Funding - Capital Priorities		\$11,074,947	\$1,050,768	\$0	\$0	\$12,125,714	
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 (Loan)		\$9,297,915	\$14,302	\$0	\$0	\$9,312,217	
TOTAL	\$0	\$22,183,349	\$1,207,526	\$21,218	\$0	\$23,412,093	
Unfinanced Commitments						\$0	

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

SCHOOL BUILDING	BUDGET (ESTIMATE)	EXPENSED Sep. 1/98 to Aug. 31/18	EXPENSED 2018 - 19	EXPENSED 2019 - 20	Commitments 2019 - 20	TOTAL EXPENSED and Commitments	AVAILABLE BALANCE
Building							
Construction	\$11,467,935	\$186,522	\$5,057,843	\$6,053,771	\$33,539	\$11,331,675	\$136,260
Professional Fees	\$712,000	\$364,937	\$249,087	\$107,697	\$13,000	\$734,720	(\$22,720)
Inspections, Soil test, Surveys	\$140,000	\$21,351	\$3,228	\$23,497	\$0	\$48,077	\$91,924
Building Permit Fees	\$150,000	\$227,384	\$27,118	\$10,687	\$0	\$265,189	(\$115,189)
Contingencies	\$55,000	\$0	\$0	\$0	\$0	\$0	\$55,000
Sub-total Building	\$12,524,935	\$800,194	\$5,337,275	\$6,195,652	\$46,539	\$12,379,661	\$145,274
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	\$800,194	\$5,337,275	\$6,195,652	\$46,539	\$12,379,661	\$145,274
SCHOOL SITE	BUDGET	EXPENSED Sep. 1/98 to Aug. 31/18	EXPENSED 2018 - 19	EXPENSED 2019 - 20	Commitments 2019 - 20	TOTAL EXPENSED	
Site		\$0	\$0	\$0	\$0	\$0	
Site Improvements		\$0	\$780,656	\$0	\$0	\$780,656	
Professional Fees-EDC-Site		\$0	\$0	\$0	\$0	\$0	
Bridge Financing		\$0	\$0	\$0	\$0	\$0	
TOTAL	\$0	\$0	\$780,656	\$0	\$0	\$780,656	
PROJECT TOTAL	\$12,524,935	\$800,194	\$6,117,931	\$6,195,652	\$46,539	\$13,160,316	
FUNDING	BUDGET	EXPENSED Sep. 1/98 to Aug. 31/18	EXPENSED 2018 - 19	EXPENSED 2019 - 20	Commitments 2019 - 20	TOTAL	
BUILDING							
Facilities Capital Reserve		\$0	\$0	\$0	\$0	\$0	
Funding - Minor TCA		\$0	\$0	\$0	\$0	\$0	
Funding - Proceeds of Disposition		\$0	\$0	\$4,447,364	\$46,539	\$4,493,903	
Funding - FDK		\$0	\$0	\$0	\$0	\$0	
Funding - Capital Priorities		\$800,194	\$5,337,275	\$1,748,288	\$0	\$7,885,758	
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 (Loan)		\$0	\$780,656	\$0	\$0	\$780,656	
TOTAL	\$0	\$800,194	\$6,117,931	\$6,195,652	\$46,539	\$13,160,316	
Unfinanced Commitments						\$0	

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

SCHOOL BUILDING	BUDGET	EXPENSED Sep.1/98 to Aug.31/18	EXPENSED 2018 - 19	EXPENSED 2019 - 20	Commitments 2019 - 20	TOTAL EXPENSED and Commitments	AVAILABLE BALANCE
	(ESTIMATE)						
Building							
Construction	\$1,327,000	\$509,675	\$905,865	\$0	\$0	\$1,415,540	(\$88,540)
Professional Fees	\$120,000	\$92,900	\$58,339	\$8,334	\$0	\$159,574	(\$39,574)
Inspections, Soil test, Surveys	\$40,000	\$1,856	\$5,762	\$0	\$0	\$7,618	\$32,382
Building Permit Fees	\$40,000	\$39,839	(\$3,370)	\$0	\$0	\$36,469	\$3,531
Contingencies	\$22,000	\$0	\$0	\$0	\$0	\$0	\$22,000
Sub-total Building	\$1,549,000	\$644,270	\$966,597	\$8,334	\$0	\$1,619,200	(\$70,200)
Furniture & Equipment	\$61,867	\$0	\$23,896	\$1,412	\$0	\$25,309	\$36,558
Computer & Technology Equipment	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Sub-total Furniture & Equipment	\$61,867	\$0	\$23,896	\$1,412	\$0	\$25,309	\$36,558
Bridge Financing (Interest)	\$15,000	\$0	\$0	\$0	\$0	\$0	\$15,000
TOTAL	\$1,625,867	\$644,270	\$990,493	\$9,747	\$0	\$1,644,509	(\$18,642)
SCHOOL SITE	BUDGET	EXPENSED Sep.1/98 to Aug.31/18	EXPENSED 2018 - 19	EXPENSED 2019 - 20	Commitments 2019 - 20	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	\$644,270	\$990,493	\$9,747	\$0	\$1,644,509	
FUNDING	BUDGET	EXPENSED Sep.1/98 to Aug.31/18	EXPENSED 2018 - 19	EXPENSED 2019 - 20	Commitments 2019 - 20	TOTAL	
BUILDING							
Facilities Capital Reserve		\$0	\$0	\$8,334	\$0	\$8,334	
Funding - Minor TCA		\$0	\$23,896	\$1,412	\$0	\$25,309	
Funding - Capital Priorities		\$644,270	\$966,597	\$0	\$0	\$1,610,866	
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 (Loan)		\$0	\$0	\$0	\$0	\$0	
TOTAL	\$0	\$644,270	\$990,493	\$9,747	\$0	\$1,644,509	
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.31/18	EXPENSED 2018 - 19	EXPENSED 2019 - 20	Commitments 2019 - 20	TOTAL EXPENSED and Commitments	AVAILABLE BALANCE
Building							
Construction	\$1,688,880	\$648,677	\$1,236,797	\$0	\$0	\$1,885,474	(\$196,594)
Professional Fees	\$152,000	\$118,236	\$0	\$0	\$0	\$118,236	\$33,764
Inspections, Soil test, Surveys	\$50,000	\$2,363	\$0	\$0	\$0	\$2,363	\$47,637
Building Permit Fees	\$50,000	\$50,703	\$237	\$0	\$0	\$50,940	(\$940)
Contingencies	\$28,000	\$0	\$0	\$0	\$0	\$0	\$28,000
Sub-total Building	\$1,968,880	\$819,979	\$1,237,034	\$0	\$0	\$2,057,013	(\$88,133)
Furniture & Equipment	\$88,133	\$0	\$19,601	\$52,711	\$0	\$72,312	\$15,821
Computer & Technology Equipment	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Sub-total Furniture & Equipment	\$88,133	\$0	\$19,601	\$52,711	\$0	\$72,312	\$15,821
Bridge Financing (Interest)	\$20,000	\$0	\$0	\$0	\$0	\$0	\$20,000
TOTAL	\$2,077,013	\$819,979	\$1,256,635	\$52,711	\$0	\$2,129,325	(\$52,312)
SCHOOL SITE	BUDGET	EXPENSED Sep.1/98 to Aug.31/18	EXPENSED 2018 - 19	EXPENSED 2019 - 20	Commitments 2019 - 20	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	\$819,979	\$1,256,635	\$52,711	\$0	\$2,129,325	
FUNDING	BUDGET	EXPENSED Sep.1/98 to Aug.31/18	EXPENSED 2018 - 19	EXPENSED 2019 - 20	Commitments 2019 - 20	TOTAL	
BUILDING							
Facilities Capital Reserve		\$0	\$0	\$0	\$0	\$0	
Funding - Minor TCA		\$0	\$19,601	\$52,711	\$0	\$72,312	
Funding - Child Care Capital		\$657,809	\$884,950	\$0	\$0	\$1,542,759	
Funding - Child and Family Program Capital		\$162,170	\$352,084	\$0	\$0	\$514,254	
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 (Loan)		\$0	\$0	\$0	\$0	\$0	
TOTAL	\$0	\$819,979	\$1,256,635	\$52,711	\$0	\$2,129,325	
Unfinanced Commitments						\$0.00	

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

SCHOOL BUILDING	BUDGET (ESTIMATE)	EXPENSED Sep. 1/98 to Aug. 31/18	EXPENSED 2018 - 19	EXPENSED 2019 - 20	Commitments 2019 - 20	TOTAL EXPENSED and Commitments	AVAILABLE BALANCE
Building							
Construction	\$20,870,036	\$11,733	\$4,266,023	\$6,806,910	\$11,157,901	\$22,242,567	(\$1,372,531)
Professional Fees	\$1,437,000	\$266,668	\$291,290	\$241,450	\$299,628	\$1,099,037	\$337,963
Inspections, Soil test, Surveys	\$200,000	\$0	\$0	\$0	\$0	\$0	\$200,000
Building Permit Fees	\$200,000	\$63,176	\$193,563	\$0	\$0	\$256,739	(\$56,739)
Contingencies	\$687,000	\$0	\$0	\$0	\$0	\$0	\$687,000
Sub-total Building	\$23,394,036	\$341,577	\$4,750,877	\$7,048,360	\$11,457,529	\$23,598,343	(\$204,307)
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	\$23,754,036	\$341,577	\$4,750,877	\$7,048,360	\$11,457,529	\$23,598,343	\$155,693
SCHOOL SITE	BUDGET	EXPENSED Sep. 1/98 to Aug. 31/18	EXPENSED 2018 - 19	EXPENSED 2019 - 20	Commitments 2019 - 20	TOTAL EXPENSED	
Site		\$0	\$0	\$0	\$0	\$0	
Site Improvements		\$0	\$5,274	\$0	\$0	\$5,274	
Professional Fees-EDC-Site		\$0	\$0	\$0	\$0	\$0	
Bridge Financing		\$0	\$0	\$0	\$0	\$0	
TOTAL	\$0	\$0	\$5,274	\$0	\$0	\$5,274	
PROJECT TOTAL	\$23,754,036	\$341,577	\$4,756,151	\$7,048,360	\$11,457,529	\$23,603,617	
FUNDING	BUDGET	EXPENSED Sep. 1/98 to Aug. 31/18	EXPENSED 2018 - 19	EXPENSED 2019 - 20	Commitments 2019 - 20	TOTAL	
BUILDING							
Facilities Capital Reserve		\$0	\$0	\$0	\$0	\$0	
Funding - Minor TCA		\$0	\$0	\$0	\$0	\$0	
Funding - Capital Priorities		\$341,577	\$4,750,877	\$7,048,360	\$5,932,206	\$18,073,020	
Funding - Child Care Capital		\$0	\$0	\$0	\$2,057,016	\$2,057,016	
Funding - Proceeds of Disposition					\$3,468,307	\$3,468,307	
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 (Loan)		\$0	\$5,274	\$0	\$0	\$5,274	
TOTAL	\$0	\$341,577	\$4,756,151	\$7,048,360	\$11,457,529	\$23,603,617	
Unfinanced Commitments						\$0	

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

SCHOOL BUILDING	BUDGET (ESTIMATE)	EXPENSED Sep.1/98 to Aug.31/18	EXPENSED 2018 - 19	EXPENSED 2019 - 20	Commitments 2019 - 20	TOTAL EXPENSED and Commitments	AVAILABLE BALANCE
Building							
Construction	\$2,151,270	\$0	\$0	\$0	\$0	\$0	\$2,151,270
Professional Fees	\$195,000	\$52,357	\$49,803	\$0	\$91,944	\$194,104	\$896
Inspections, Soil test, Surveys	\$30,000	\$9,348	\$0	\$0	\$0	\$9,348	\$20,652
Building Permit Fees	\$30,000	\$5,770	\$28,976	\$0	\$0	\$34,746	(\$4,746)
Contingencies	\$30,000	\$0	\$0	\$0	\$0	\$0	\$30,000
Sub-total Building	\$2,436,270	\$67,475	\$78,779	\$0	\$91,944	\$238,198	\$2,198,072
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	\$67,475	\$78,779	\$0	\$91,944	\$238,198	\$2,368,072
SCHOOL SITE	BUDGET	EXPENSED Sep.1/98 to Aug.31/18	EXPENSED 2018 - 19	EXPENSED 2019 - 20	Commitments 2019 - 20	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	\$67,475	\$78,779	\$0	\$91,944	\$238,198	
FUNDING	BUDGET	EXPENSED Sep.1/98 to Aug.31/18	EXPENSED 2018 - 19	EXPENSED 2019 - 20	Commitments 2019 - 20	TOTAL	
BUILDING							
Facilities Capital Reserve		\$0	\$0	\$0	\$0	\$0	
Funding - Minor TCA		\$0	\$0	\$0	\$0	\$0	
Funding - Child Care Capital		\$67,475	\$78,779	\$0	\$91,944	\$238,198	
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 (Loan)		\$0	\$0	\$0	\$0	\$0	
TOTAL	\$0	\$67,475	\$78,779	\$0	\$91,944	\$238,198	
Unfinanced Commitments						\$0	

HALTON CATHOLIC DISTRICT SCHOOL BOARD
Assumption Catholic Secondary School
Classroom Addition & School Refresh

SCHOOL BUILDING	BUDGET (ESTIMATE)	EXPENSED Sep.1/98 to Aug.31/18	EXPENSED 2018 - 19	EXPENSED 2019 - 20	Commitments 2019 - 20	TOTAL EXPENSED and Commitments	AVAILABLE BALANCE
Building							
Construction	\$12,037,963	\$4,878	\$7,392,115	\$3,793,660	\$2,787,851	\$13,978,504	(\$1,940,541)
Professional Fees	\$1,207,860	\$212,345	\$846,462	\$129,367	\$12,000	\$1,200,174	\$7,686
Inspections, Soil test, Surveys	\$135,680	\$6,155	\$8,198	\$0	\$0	\$14,353	\$121,327
Building Permit Fees	\$117,840	\$28,344	\$124,300	\$0	\$0	\$152,644	(\$34,804)
Contingencies	\$100,000	\$0	\$0	\$0	\$0	\$0	\$100,000
Sub-total Building	\$13,599,344	\$251,722	\$8,371,076	\$3,923,027	\$2,799,851	\$15,345,675	(\$1,746,331)
Furniture & Equipment	\$294,600	\$0	\$17,528	\$3,347	\$7,717	\$28,592	\$266,008
Computer & Technology Equipment	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Sub-total Furniture & Equipment	\$294,600	\$0	\$17,528	\$3,347	\$7,717	\$28,592	\$266,008
Bridge Financing (Interest)	\$106,056	\$0	\$0	\$0	\$0	\$0	\$106,056
TOTAL	\$14,000,000	\$251,722	\$8,388,604	\$3,926,374	\$2,807,567	\$15,374,267	(\$1,374,267)
SCHOOL SITE	BUDGET	EXPENSED Sep.1/98 to Aug.31/18	EXPENSED 2018 - 19	EXPENSED 2019 - 20	Commitments 2019 - 20	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	\$251,722	\$8,388,604	\$3,926,374	\$2,807,567	\$15,374,267	
FUNDING	BUDGET	EXPENSED Sep.1/98 to Aug.31/18	EXPENSED 2018 - 19	EXPENSED 2019 - 20	Commitments 2019 - 20	TOTAL	
BUILDING							
Facilities Capital Reserve		\$0	\$0	\$0	\$0	\$0	
Funding - Minor TCA		\$0	\$17,528	\$3,347	\$7,717	\$28,592	
Funding - Proceeds of Disposition		\$251,722	\$8,371,076	\$3,923,027	\$2,799,851	\$15,345,675	
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 (Loan)		\$0	\$0	\$0	\$0	\$0	
TOTAL	\$0	\$251,722	\$8,388,604	\$3,926,374	\$2,807,567	\$15,374,267	
Unfinanced Commitments						\$0	

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

SCHOOL BUILDING	BUDGET (ESTIMATE)	EXPENSED Sep.1/98 to Aug.31/18	EXPENSED 2018 - 19	EXPENSED 2019 - 20	Commitments 2019 - 20	TOTAL EXPENSED and Commitments	AVAILABLE BALANCE
Building							
Construction	\$1,342,522	\$0	\$0	\$241,731	\$1,021,094	\$1,262,825	\$79,698
Professional Fees	\$113,000	\$0	\$72,249	\$7,691	\$0	\$79,940	\$33,060
Inspections, Soil test, Surveys	\$14,000	\$0	\$6,873	\$0	\$0	\$6,873	\$7,127
Building Permit Fees	\$14,000	\$0	\$32,602	\$17,214	\$0	\$49,816	(\$35,816)
Contingencies	\$48,000	\$0	\$0	\$0	\$0	\$0	\$48,000
Sub-total Building	\$1,531,522	\$0	\$111,723	\$266,636	\$1,021,094	\$1,399,453	\$132,069
Furniture & Equipment	\$48,000	\$0	\$0	\$0	\$0	\$0	\$48,000
Computer & Technology Equipment	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Sub-total Furniture & Equipment	\$48,000	\$0	\$0	\$0	\$0	\$0	\$48,000
Bridge Financing (Interest)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$1,579,522	\$0	\$111,723	\$266,636	\$1,021,094	\$1,399,453	\$180,069
SCHOOL SITE	BUDGET	EXPENSED Sep.1/98 to Aug.31/18	EXPENSED 2018 - 19	EXPENSED 2019 - 20	Commitments 2019 - 20	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	\$1,579,522	\$0	\$111,723	\$266,636	\$1,021,094	\$1,399,453	
FUNDING	BUDGET	EXPENSED Sep.1/98 to Aug.31/18	EXPENSED 2018 - 19	EXPENSED 2019 - 20	Commitments 2019 - 20	TOTAL	
BUILDING							
Facilities Capital Reserve		\$0	\$0	\$0	\$0	\$0	
Funding - Minor TCA		\$0	\$0	\$0	\$0	\$0	
Funding - Capital Priorities		\$0	\$111,723	\$266,636	\$1,021,094	\$1,399,453	
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 (Loan)		\$0	\$0	\$0	\$0	\$0	
TOTAL	\$0	\$0	\$111,723	\$266,636	\$1,021,094	\$1,399,453	
Unfinanced Commitments						\$0	

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

SCHOOL BUILDING	BUDGET (ESTIMATE)	EXPENSED Sep.1/98 to Aug.31/18	EXPENSED 2018 - 19	EXPENSED 2019 - 20	Commitments 2019 - 20	TOTAL EXPENSED and Commitments	AVAILABLE BALANCE
Building							
Construction	\$1,284,762	\$0	\$0	\$222,808	\$1,060,724	\$1,283,532	\$1,230
Professional Fees	\$122,000	\$0	\$78,269	\$81,052	\$0	\$159,321	(\$37,321)
Inspections, Soil test, Surveys	\$16,000	\$0	\$7,446	\$0	\$0	\$7,446	\$8,554
Building Permit Fees	\$16,000	\$0	\$35,318	\$0	\$0	\$35,318	(\$19,318)
Contingencies	\$52,000	\$0	\$0	\$0	\$0	\$0	\$52,000
Sub-total Building	\$1,490,762	\$0	\$121,034	\$303,859	\$1,060,724	\$1,485,617	\$5,145
Furniture & Equipment	\$52,000	\$0	\$0	\$0	\$0	\$0	\$52,000
Computer & Technology Equipment	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Sub-total Furniture & Equipment	\$52,000	\$0	\$0	\$0	\$0	\$0	\$52,000
Bridge Financing (Interest)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$1,542,762	\$0	\$121,034	\$303,859	\$1,060,724	\$1,485,617	\$57,145
SCHOOL SITE	BUDGET	EXPENSED Sep.1/98 to Aug.31/18	EXPENSED 2018 - 19	EXPENSED 2019 - 20	Commitments 2019 - 20	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	\$1,542,762	\$0	\$121,034	\$303,859	\$1,060,724	\$1,485,617	
FUNDING	BUDGET	EXPENSED Sep.1/98 to Aug.31/18	EXPENSED 2018 - 19	EXPENSED 2019 - 20	Commitments 2019 - 20	TOTAL	
BUILDING							
Facilities Capital Reserve		\$0	\$0	\$0	\$0	\$0	
Funding - Minor TCA		\$0	\$0	\$0	\$0	\$0	
Funding - Child Care Capital		\$0	\$121,034	\$303,859	\$1,060,724	\$1,485,617	
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 (Loan)		\$0	\$0	\$0	\$0	\$0	
TOTAL	\$0	\$0	\$121,034	\$303,859	\$1,060,724	\$1,485,617	
Unfinanced Commitments						\$0	

Regular Board Meeting

Information Report

Halton Student Transportation Services (HSTS) 2018-2019 Annual Report	Item 10.5
June 16, 2020	

Alignment to Strategic Plan

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

Purpose

The purpose of this report is to provide the Board with a summary of the year-end results from the 2018-2019 Halton Student Transportation Services (HSTS) Annual Report.

Background Information

- 1) Information Report 10.6, "Halton Student Transportation Services (HSTS) 2017-2018 Annual Report" from the February 19, 2019, Regular Meeting of the Board.

Comments

As part of the HSTS Annual General Meeting, HSTS prepares an Annual Report to summarize their yearly activities for transportation services for the two (2) member boards, being the Halton Catholic District School Board (HCDSB) and the Halton District School Board (HDSB).

The 2018-2019 Annual Report is attached and contains information based on the August 31, 2019, year-end information. This Annual Report, as well as those for the previous four (4) years of operations, is available on the HSTS website (<https://www.haltonbus.ca/about/about-us/>).

The 2018-2019 HSTS Annual Report contains a summary of activities the HSTS completed over the previous school year.

Conclusion

2018-2019 was a successful year for the HSTS. Through fiscal responsibility, continued optimization of routes, and delivery through the Bus Planner software and in cooperation with contracted bus operators, HSTS continues to strive to improve its efficiency and effectiveness of transportation services for approximately 30,000 students in the Halton Region.



Report Prepared by: F. Thibeault
Senior Manager, Planning Services

Report Submitted by: A. Lofts
Superintendent of Business Services and Treasurer of the Board

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



2018-2019 ANNUAL REPORT

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PRESIDENT'S UPDATE

The 2018-2019 Halton Student Transportation Service's (HSTS) Annual Report outlines HSTS's accomplishments and ongoing initiatives. HSTS has met its objective for continuous improvement, with a focus on the following:

1. Safe, equitable and inclusive transportation to students deemed eligible for transportation under each member board's Transportation Policy.
2. An excellent level of customer service.
3. Ongoing concentrated efforts to improve the effectiveness and efficiency of the organization.

A few highlights from our 11th year of operation include:

- Several updates made to the Contract Performance Management (CPM) program specifically related to performance monitoring as it relates to customer service to key stakeholders;
- Annual review and revision of HSTS Operating procedures to reflect processes improvements and legislation or regulatory changes;
- Continuous improvements in customer service using data analytics tools;
- Professional Development opportunities provided to staff to improve technical expertise and enhance customer service skills;



Highlights (cont'd)

- School Bus Safety Training programs were again provided to every elementary (grade JK-8) school in Halton Region;
- Contracts awarded through Request for Proposal (RFP) process. Contracts include recommendations made in the 'Student Transportation Competitive Procurement Review Report'.

HSTS continues to provide customer service to eligible students and stakeholders from the Halton District School Board (HDSB) and the Halton Catholic District School Board (HCDSB). The Board of Directors wishes to express their appreciation to the HSTS team for their commitment to providing safe, reliable transportation to over 30,000 students daily in Halton Region.

Roxana Negoï
President, HSTS Board of Directors

BOARD OF DIRECTORS

ROXANA NEGOI
President

AARON LOFTS
Vice President and
Secretary/Treasurer

PAT DALY
Director

STUART MILLER
Director

PETER DEROSA
Director

ANDRÉA GREBENC
Director

MISSION STATEMENT

To provide safe and reliable transportation services in an effective and efficient manner to all eligible students in the Halton Student Transportation Services jurisdiction.

VISION STATEMENT

To provide excellent customer service to all stakeholders: students, school board personnel, parents, and members of the community while ensuring students are transported in a safe, accessible and caring environment.

2018-19 HIGHLIGHTS

Route/Bus Operator Statistics

HSTS contracted the services of five bus companies and five taxi operators. A total of 434 school bus routes were contracted with the following school bus operators:

- Attridge Transportation Inc.
- Elliott Coach Lines (a division of Student Transportation of Canada – STC)
- First Student Canada ULC (Burlington & Georgetown Branches)
- Switzer-CARTY Transportation Inc.
- Voyageur Transportation Services

Contract Performance Management Program:

HSTS continues to monitor contract compliance and measures operator performance through a formalized Contract Performance Management program (CPM). The HSTS CPM was designed to mitigate risk and enhance contractor performance through active contract compliance monitoring and performance measurements.

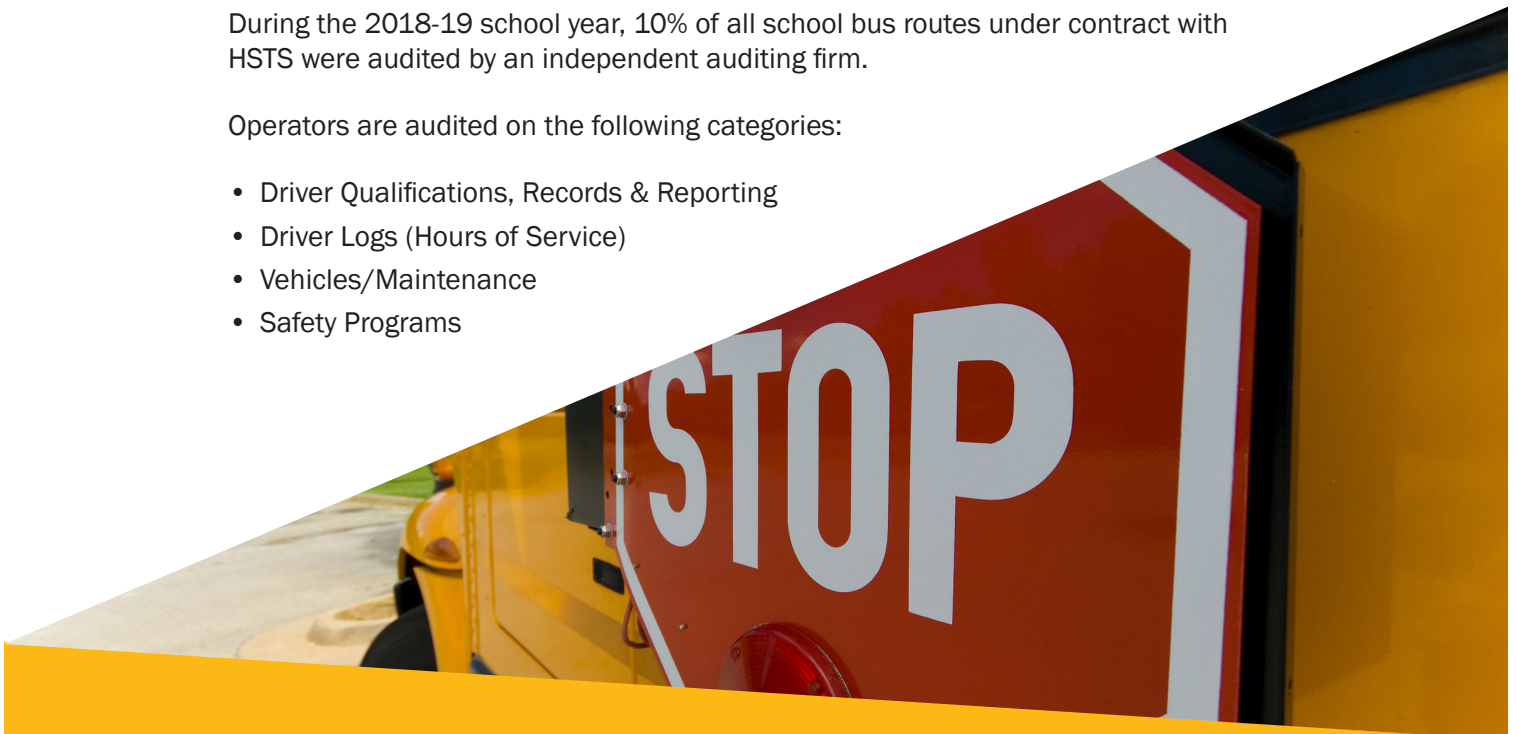
HSTS staff are members of provincial committees revising Key Performance Indicators (KPI) and Contract Performance Measures, with the goal of developing a standard set of provincial KPIs and contract performance measures for use by Consortia.

Bus Company Audits:

During the 2018-19 school year, 10% of all school bus routes under contract with HSTS were audited by an independent auditing firm.

Operators are audited on the following categories:

- Driver Qualifications, Records & Reporting
- Driver Logs (Hours of Service)
- Vehicles/Maintenance
- Safety Programs





The facility audits also consist of a review of each bus company's contractual obligations such as valid driver license, up to date First Aid/CPR certification, confirmation that driver abstracts are current, and company adherence to preventative maintenance schedules.

Throughout the school year HSTS staff conduct ongoing route, run and bus stop audits.

The HSTS route, run and bus stop audits consist of a review of on-time arrival/ departure at bus stops and schools as well as compliance with the Highway Traffic Act. These audits were performed through monitoring GPS data as well as on road route observation; confirming posted speed limits are obeyed, proper procedures at railway crossings are performed, bus stops are made at designated locations and a review of the overall driving habits of the bus driver. In addition, site visits at schools and bus stop locations are conducted to confirm arrival and departure times.

External Committee Involvement:

HSTS staff continued their active participation on numerous committees throughout the 2018-19 school year, such as:

- Transport Canada – School Bus Safety Advisory Panel Member
- Canadian Pupil Transportation Conference Planning Committee
- OECM School Bus Safety Video Development Committee
- OECM Student Safety Program Development Committee
- Bus Planner Technical Committee
- Accessibility Coordinating Committee (HDSB)
- School Year Calendar Committees (HDSB and HCDSB)
- Student Transportation Competitive Procurement Advisory Committee
- Ontario Association of School Business Officials (OASBO)
 - OASBO Transportation Committee
 - KPI Committee
 - CPM Committee
 - Accident/Incident Committee
 - Leading Practices Committee
 - OASBO/OSBA Safety Initiatives Committee

Student Safety Programs

Ensuring student safety is an ongoing priority at HSTS. In the 2018-19 school year, HSTS provided the following safety programs:

- First Time Rider Safety Program (available to all first time riders)
- The Safe Rider Program - Buster the Bus (grades JK-3)
- Safe Rider Role Model Program (grades 4-8)
- Annual Trip to the Halton Safety Village (grade 2)
- School Bus Evacuation Program (available to all schools/grades)

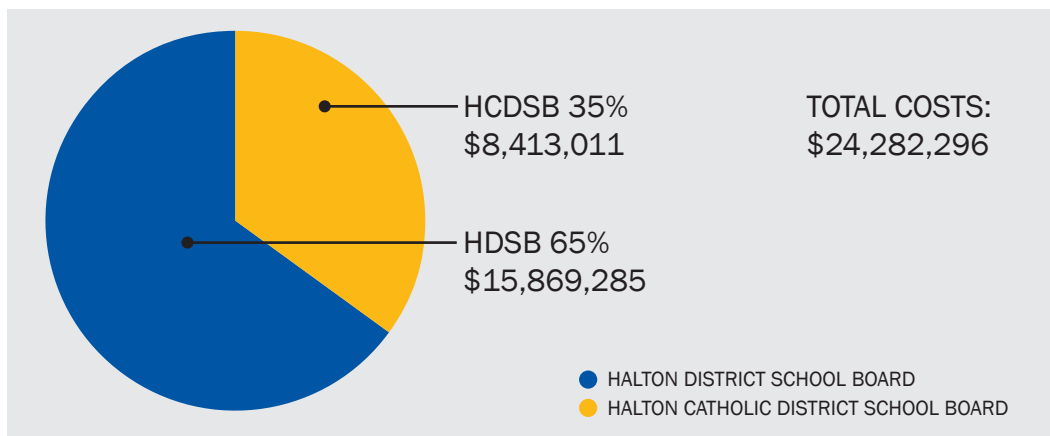


KEY PERFORMANCE INDICATORS (KPI'S)

Transportation KPIs contained within this report are based on a snap shot of data exported on October 31, 2018 from the HSTS student transportation software, Bus Planner. Student data is provided to HSTS through daily data transfer from each board's student information system, Trillium.

The chart below outlines the 2018-19 transportation costs by member board.

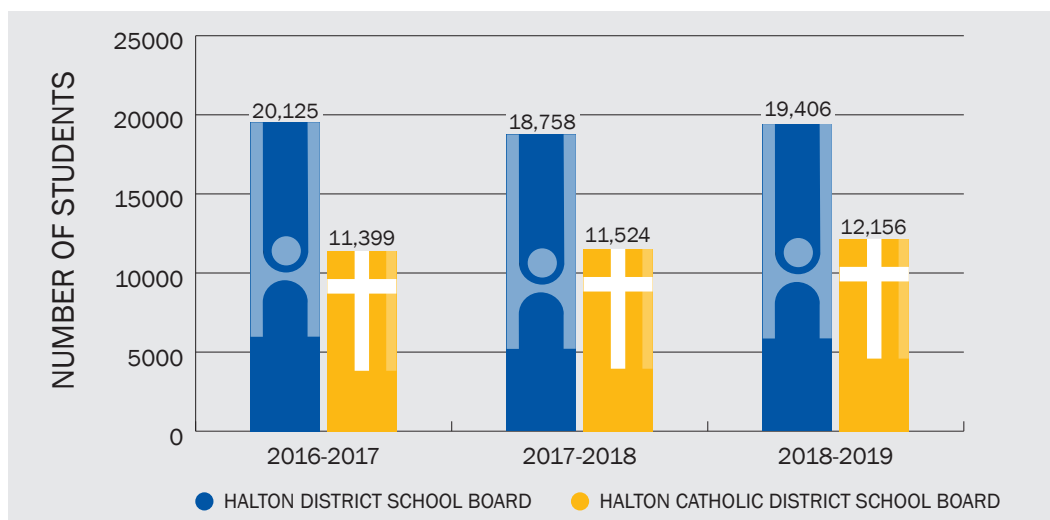
Transportation Costs by Board



Transportation costs only, administrative costs are excluded.

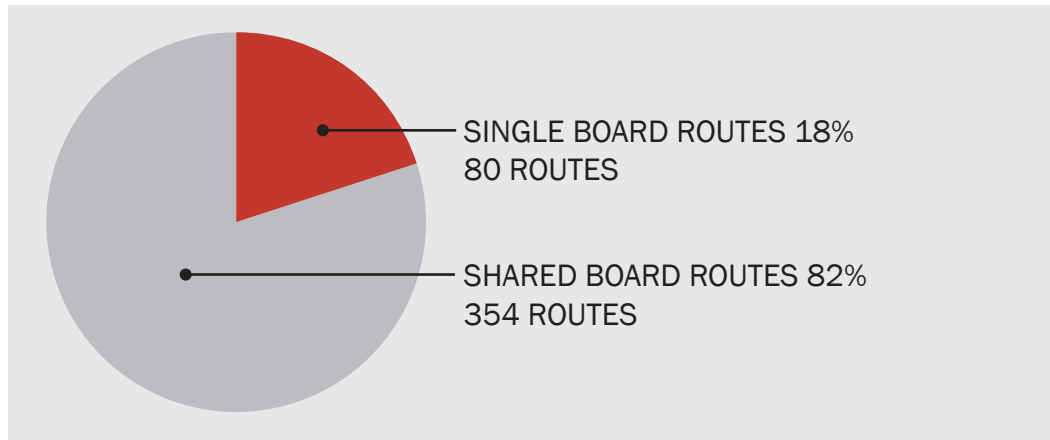
Transported Students by Board

In the 2018-19 school year, HSTS provided daily home to school transportation service to 31,562 students; 19,406 HDSB students and 12,156 HCDSB students. The chart below outlines the number of students transported by member board, year over year from the 2016-17 through 2018-19 school years.



Shared Board Routes

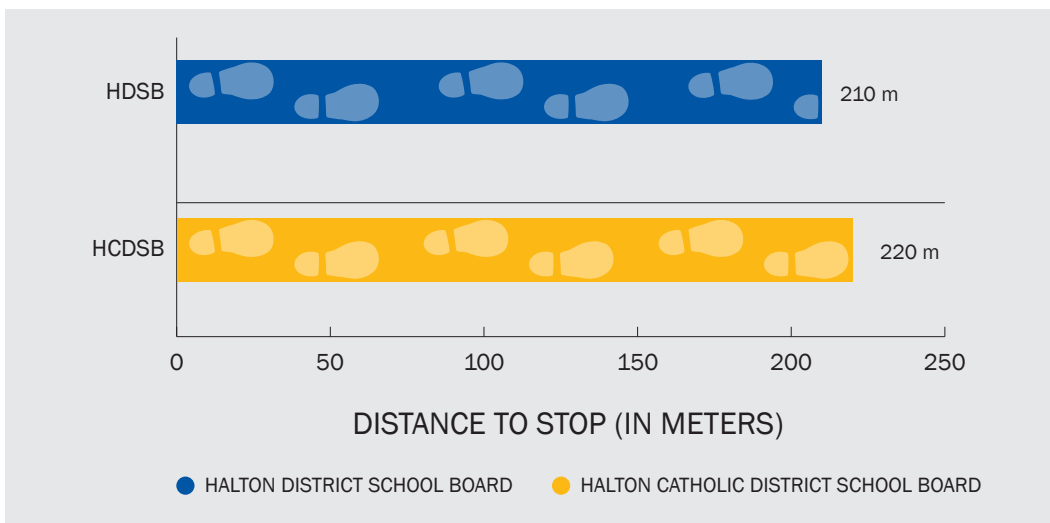
HSTS continues to maximize efficiencies through run/route sharing. The chart below outlines the percentage of routes that are shared; the majority of routes continue to be shared.



Route sharing data is based on 434 routes.

Average Distance to Stop

The chart below depicts the average distance to the bus stop by board for students in grades JK-8.

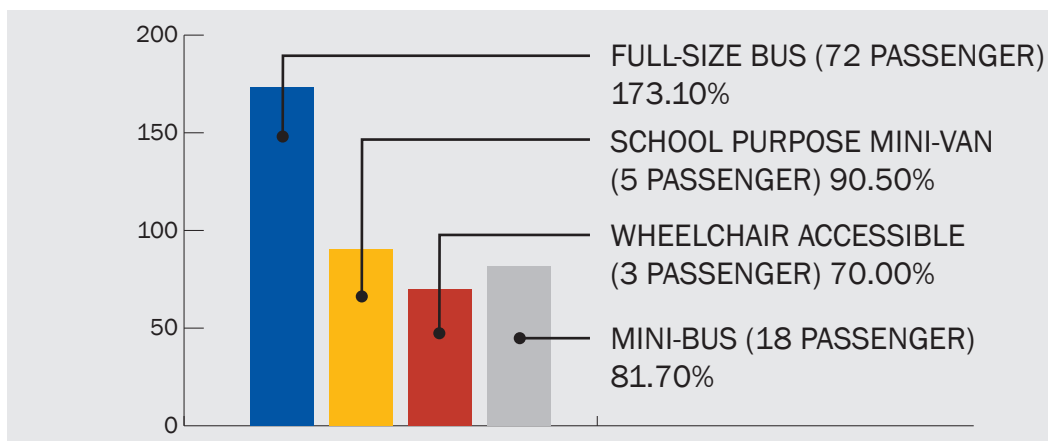


Excludes students with special needs.

Vehicle Utilization

Vehicle utilization percentage indicates how efficiently each vehicle type is used. The calculation is based on the vehicle capacity/riders, all routes, and all vehicle types. As noted in the chart below, the full-size (72 passenger) utilization rate is 173.10%, up 5.30% from the 2017-18 school year. This extremely high utilization rate demonstrates the expertise of the Transportation Officers and demonstrates their commitment to maximizing the use of the school buses. The smaller vehicles provide service predominantly to students with special needs. The individualized nature of the service provided to students with special needs does not allow for efficiency rates in the ranges of the large buses.

The following graph outlines the capacity ratio by all vehicle types:



Vehicle utilization is based on assigned riders as of October 31st, 2018.



Financial Statements of

**HALTON STUDENT
TRANSPORTATION SERVICES**

And Independent Auditors' Report thereon

Year ended August 31, 2019



KPMG LLP
Commerce Place
21 King Street West, Suite 700
Hamilton Ontario L8P 4W7
Canada
Telephone (905) 523-8200
Fax (905) 523-2222

INDEPENDENT AUDITORS' REPORT

To the Board of Directors of the Halton Student Transportation Services

Opinion

We have audited the accompanying financial statements of Halton Student Transportation Services (the "Entity"), which comprise:

- the statement of financial position as at August 31, 2019
- the statement of operations for the year then ended
- the statement of changes in net debt for the year then ended
- the statement of cash flows for the year then ended
- and notes to the financial statements, including a summary of significant accounting policies

(Hereinafter referred to as the "financial statements").

In our opinion, the accompanying financial statements present fairly, in all material respects, the financial position of the Entity as at August 31, 2019, and its results of changes in net debt and its cash flows for the year then ended in accordance with Canadian public sector accounting standards.

Basis for Opinion

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the "Auditors' Responsibilities for the Audit of the Financial Statements" section of our auditors' report.

We are independent of the Entity in accordance with the ethical requirements that are relevant to our audit of the financial statements in Canada and we have fulfilled our other ethical responsibilities in accordance with these requirements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Responsibility of Management and Those Charged with Governance for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with Canadian public sector accounting standards, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.



In preparing the financial statements, management is responsible for assessing the Entity's ability to continue as a going concern, disclosing as applicable, matters related to going concern and using the going concern basis of accounting unless management either intends to liquidate the Entity or to cease operations, or has no realistic alternative but to do so.

In preparing the financial statements, management is responsible for assessing the Entity's ability to continue as a going concern, disclosing as applicable, matters related to going concern and using the going concern basis of accounting unless management either intends to liquidate the Entity or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the Entity's financial reporting process.

Auditors' Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditors' report that includes our opinion.

Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists.

Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of the financial statements.

As part of an audit in accordance with Canadian generally accepted auditing standards, we exercise professional judgment and maintain professional skepticism throughout the audit.

We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion.

The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.

- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Entity's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.

AUDITOR'S REPORT

- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Entity's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditors' report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditors' report. However, future events or conditions may cause the Entity to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.
- Communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

KPMG LLP

Chartered Professional Accountants, Licensed Public Accountants
Hamilton, Canada
October 15, 2019

HALTON STUDENT TRANSPORTATION SERVICES

Financial Statements

Year ended August 31, 2019

Financial Statements

Statement of Financial Position	1
Statement of Operations	2
Statement of Change in Net Debt	3
Statement of Cash Flows	4
Notes to Financial Statements	5

HALTON STUDENT TRANSPORTATION SERVICES

Statement of Financial Position

August 31, 2019, with comparative information for 2018

	2019	2018
Financial assets		
Due from related parties (note 4)	\$ 110,642	\$ 22,412
Financial liabilities		
Accounts payable and accrued liabilities	31,670	28,347
Due to related parties (note 4)	90,303	5,419
Deferred capital contributions (note 5)	17,451	13,773
	139,424	47,539
Net debt	(28,782)	(25,127)
Non-financial assets		
Tangible capital assets (note 2)	17,451	13,773
Prepaid expenses	12,091	12,114
	29,542	25,887
Accumulated surplus	\$ 760	\$ 760

See accompanying notes to financial statements.

On behalf of the Board of Directors:

Original signed by:

Roxana Negoï Director

Original signed by:

Aaron Lofts Director

HALTON STUDENT TRANSPORTATION SERVICES

Statement of Operations

Year ended August 31, 2019, with comparative information for 2018

	2019 Budget	2019 Actual	2018 Actual
Revenues	\$ 26,187,036	\$ 25,825,561	\$ 23,667,377
Expenses:			
Transportation services	24,616,270	24,282,296	22,238,889
Administrative expenses:			
Salaries and benefits	1,245,861	1,251,229	1,145,699
Rent	68,000	67,836	67,306
Professional fees	64,000	63,049	56,034
Software fees and licenses	60,000	49,456	49,119
Contractual services	40,000	26,473	26,109
Communication	29,000	25,129	25,291
Office supplies	28,000	22,816	28,154
Professional development	16,605	12,442	15,094
Advertising	4,500	8,892	2,658
Amortization of tangible capital assets	—	6,501	5,483
Insurance	5,500	4,785	3,221
Travel and meetings	5,000	2,619	2,336
Equipment	3,000	1,282	1,337
Day to day maintenance	1,300	756	647
Total expenses	26,187,036	25,825,561	23,667,377
Annual surplus	—	—	—
Accumulated surplus, beginning of year	—	760	760
Accumulated surplus, end of year	\$ —	\$ 760	\$ 760

See accompanying notes to financial statements.

HALTON STUDENT TRANSPORTATION SERVICES

Statement of Changes in Net Debt

Year ended August 31, 2019, with comparative information for 2018

	2019	2018
Annual surplus	\$ —	\$ —
Acquisition of tangible capital assets	(10,179)	—
Amortization of tangible capital assets	6,501	5,483
	(3,678)	5,483
Other non-financial asset activity:		
Acquisition of prepaid expenses	(7,240)	(7,263)
Use of prepaid expenses	7,263	6,927
Total other non-financial asset activity	23	(336)
Change in net debt	(3,655)	5,147
Net debt, beginning of year	(25,127)	(30,274)
Net debt, end of year	\$ (28,782)	\$ (25,127)

See accompanying notes to financial statements.

HALTON STUDENT TRANSPORTATION SERVICES

Statement of Cash Flows

Year ended August 31, 2019, with comparative information for 2018

	2019	2018
Cash provided by (used in):		
Operating activities:		
Annual surplus	\$ —	\$ —
Item not involving cash:		
Amortization of tangible capital assets	6,501	5,483
Revenue recognized from deferred capital contributions	(6,501)	(5,483)
Changes in non-cash working capital:		
Increase in accounts receivable	—	64,702
Decrease in accounts payable and accrued liabilities	(3,323)	(31,138)
Increase in prepaid expenses	(23)	(336)
	(3,346)	33,228
Capital activities:		
Cash used to acquire tangible capital assets	(10,179)	—
Deferred capital contributions received	10,179	—
	—	—
Investing activities:		
Decrease in due from related parties (note 4)	(88,230)	(15,237)
Increase (decrease) in due to related parties (note 4)	84,884	(17,991)
	3,346	33,228
Net change in cash	—	—
Cash, beginning of year	—	—
Cash, end of year	\$ —	\$ —

See accompanying notes to financial statements.

HALTON STUDENT TRANSPORTATION SERVICES

Notes to Financial Statements (continued)

Year ended August 31, 2019

Halton Student Transportation Services ("HSTS") on behalf of Halton District School Board and the Halton Catholic District School Board (the "School Boards") was set up to provide transportation services.

HSTS was incorporated on February 10, 2009 under the Corporations Act of Ontario as a non-profit corporation without share capital and is exempt from income taxes.

1. Significant accounting policies:

The financial statements are prepared by management in accordance with Canadian public sector accounting standards.

(a) Basis of accounting:

Revenues and expenditures are reported on an accrual basis of accounting. The accrual basis of accounting recognizes revenues as they are earned and measurable; expenses are the cost of goods and services acquired in the period whether or not payment has been made or invoices received.

(b) Tangible capital assets:

Tangible capital assets are recorded at historical cost less accumulated amortization. Historical cost includes amounts that are directly attributable to acquisition, construction, development or betterment of the asset.

Tangible capital assets, except land, are amortized on a straight line basis over their estimated useful lives as follows:

Asset	Estimated useful life in years
Computer software	5
Computer hardware	5
Leasehold improvements	5
Furniture and equipment	10

(c) Government transfers:

Government transfers, which include legislative grants, are recognized in the financial statements in the period in which events giving rise to the transfer occur, providing the transfers are authorized, any eligibility criteria have been met and reasonable estimates of the amount can be made.

Government transfers for capital that meet the definition of liability are referred to as deferred capital contributions ("DCC"). Amounts are recognized into revenue as the liability is extinguished over the useful life of the asset.

(d) Budget figures:

Budget figures have been provided for comparison purposes and have been approved by the Board of Directors of the Halton Student Transportation Services. Budget figures, which are reported in the statement of operations, were originally approved on May 3, 2018. The figures have been reported for the purposes of these statements to comply with Public Sector Accounting Board ("PSAB") reporting requirements. Budget figures were excluded from the Statement of Change in Net Debt as these amounts were not included in management's revised budgeted figures.

HALTON STUDENT TRANSPORTATION SERVICES

Notes to Financial Statements (continued)

Year ended August 31, 2019

1. Significant accounting policies (continued):

(e) Use of estimates:

The preparation of financial statements requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements, and the reported amounts of revenues and expenses during the period. Significant estimates include assumptions used in estimating accrued liabilities. Amounts recorded for amortization of tangible capital assets are based on estimates of useful service life. Actual results could differ from these estimates.

2. Tangible capital assets:

Cost	Balance at August 31, 2018	Additions	Disposals	Balance at August 31, 2019
Computer software	\$ 24,910	\$ –	\$ –	\$ 24,910
Computer hardware	7,993	10,179	–	18,172
Leasehold improvements	14,088	–	–	14,088
Furniture and equipment	5,016	–	–	5,016
Total	\$ 52,007	\$ 10,179	\$ –	\$ 62,186

Accumulated amortization	Balance at August 31, 2018	Disposals	Amortization Expense	Balance at August 31, 2019
Computer software	\$ 13,895	\$ –	\$ 4,981	\$ 18,876
Computer hardware	7,993	–	1,018	9,011
Leasehold improvements	14,088	–	–	14,088
Furniture and equipment	2,258	–	502	2,760
Total	\$ 38,234	\$ –	\$ 6,501	\$ 44,735

Net book value	August 31, 2018	August 31, 2019
Computer software	\$ 11,015	\$ 6,034
Computer hardware	–	9,161
Leasehold improvements	–	–
Furniture and equipment	2,758	2,256
Total	\$ 13,773	\$ 17,451

HALTON STUDENT TRANSPORTATION SERVICES

Notes to Financial Statements (continued)

Year ended August 31, 2019

3. Economic dependence:

HSTS's operations consist exclusively of supplying services to Halton District School Board and Halton Catholic District School Board. HSTS is economically dependent on these boards for its busing revenues.

4. Due from/to related party:

Amounts included in due from related parties are due from the following partners of HSTS:

	2019	2018
Halton District School Board	\$ 110,642	\$ 22,412

Amounts included in due to related parties are due to the following partners of HSTS:

	2019	2018
Halton Catholic District School Board	\$ 90,303	\$ 5,419

Amounts due from/to related parties are non-interest bearing with no fixed repayment terms.

5. Deferred capital contributions:

Government transfers for capital that meet the definition of a liability are referred to as deferred capital contributions. Amounts are recognized into revenue as the liability is extinguished over the useful life of the asset.

	2019	2018
Balance, beginning of year	\$ 13,773	\$ 19,256
Additions to deferred capital contributions	10,179	—
Revenue recognized in the period	(6,501)	(5,483)
Balance, end of year	\$ 17,451	\$ 13,773

HALTON STUDENT TRANSPORTATION SERVICES

Notes to Financial Statements (continued)

Year ended August 31, 2019

6. Lease commitments:

The HSTS leases office premises with terms to October 31, 2022. The minimum annual rental under this agreement is as follows:

Fiscal year ending August 31:

2020	\$ 67,837
2021	67,837
2022	67,837
2023	11,306
	<hr/>
	\$ 214,817





Regular Board Meeting

Information Report

Extended School Closure and September Reopening	Item 10.6
Tuesday, June 16, 2020	

Alignment to Strategic Plan

This report is linked to the strategic priorities:

Achieving: Meeting the needs of all learners

Believing: Celebrating our Catholic faith & aspiring to be models of Christ

Belonging: Embracing relationships & sustaining safe, welcoming schools

Purpose

The purpose of this report is to update Trustees on distance learning during the extended closure period and plans for September 2020 reopening.

Background Information

On March 12, 2020, the Minister of Education closed all publicly funded schools in Ontario in the province's efforts to help contain the spread of COVID-19 and keep students safe. The school closure period was temporarily extended twice, until May 19, 2020, when it was announced that schools would remain closed for the remainder of the 2019-2020 school year.

The following principles have guided our continuity of learning plan during COVID-19:

- The health and well-being of our students, staff and families is our first priority.
- Providing continuity of learning for students that is flexible and accessible to all students.
- Providing our staff the supports needed to create teaching and learning environments that are engaging and meet the needs of our students.

This report will outline the following:

- I. Completion of the 2019-2020 School Year through Distance Learning
- II. Summer Learning Programs 2020
- III. Planning for the 2020-2021 School Year



I. Completion of the 2019-2020 School Year through Distance Learning

Our shared goals throughout this period of school closures due to COVID-19 have been to ensure our students:

- successfully complete the school year
- advance to the next school year
- earn credits
- graduate

The following are updates and areas of focus since the last report to the Board of Trustees on June 4, 2020.

Supports for Schools

- Curriculum Consultants and Itinerants continue to respond to teachers' questions/concerns through the Curriculum Support Form
- Curriculum staff have attended various meetings to support synchronous learning in the system
- Planning with 6 other Catholic Boards and 2 Public School Boards for a National Indigenous Peoples Day live virtual event June 19 for students, staff, communities
- Support to teachers on the different tools to use for Synchronous Learning (Teams, Chat, etc.), support with Teams & virtual classroom
- We also continue to provide supports for our students through our Special Education department, which includes Special Education Resource Teachers (SERTS), Educational Assistants (EAs), Social Workers, Child and Youth Counselors (CYCs), Speech and Language Pathologists, Psychologists, etc.

Report Cards

- Both elementary and secondary report cards will be distributed electronically via School Messenger
- Provisions will be put in place for families who may not be able to receive Report Cards electronically

Access to Schools

In consultation with Halton Region Public Health, protocols have been developed to facilitate the safe access to schools for parents, students, and employees to collect student belongings and return items to the school.

- Secondary school will provide access from June 15 -18, 2020



Item 10.6 | Extended School Closure and September Reopening

- Elementary schools will provide access from June 22 – 25, 2020

Virtual Graduations

Each school will hold a virtual graduation ceremony for their Class of 2020.

- We have developed a template that may be used by schools to create a pre-recorded virtual graduation ceremony to commemorate their Grade 8 and Grade 12 graduations. The virtual ceremonies will be posted on YouTube, and/or embedded on each school website.
- Video recorded Trustee messages for inclusion in the virtual graduation ceremonies were shared with schools.

II. Summer Learning Program 2020

Secondary School Credits

- The 2020 Summer School Program will be conducted from July 6 through July 31, 2020 in virtual (e-learning) format. Registration for the 2020 Summer School Program began Wednesday, May 6, 2020. Secondary School Summer Credit Courses are offered to students currently in grades 9 – 12. Summer school will include full credit, upgrade and credit recovery options as well as reach ahead credit opportunities for students entering grade 9 in September

On Friday May 29, 2020, the Ministry released additional details with regards to financial supports for Boards to support students with special education needs during summer programming, students with mental health needs, and funding available to develop and staff transition programs. As a result:

- Our Social Work and CYCs will be able to provide continuous support to existing and emergent cases as well as offering support to Summer School students and transition support in the two weeks prior to the return of school
- SERTS will provide support to our existing Secondary Summer School program and Elementary literacy and numeracy programs
- EAs will provide support as needed to elementary literacy and numeracy programs as well as special programs
- SLPs will support students who have emerging communication skills and social communication needs.

Special Programs July 13– 24th, August 17 – 28

- Classes will run for synchronous 2-hour sessions per day
- 1 Elementary Community Living Program (for medically fragile/complex needs students)



Item 10.6 | Extended School Closure and September Reopening

- 2 Elementary Structured Teaching Programs (students with DD identifications- could also include ASD in addition to the DD identification)
- 2 Elementary Essential Skills Programs (students with MID, Language Impairment, or severe LD identifications)
- 2 Secondary Life skills (students currently in secondary Life Skills Classes)

All classes will be taught by a special education teacher and may include a speech and language pathologist, educational assistant, and/or a behaviour analyst

III. Planning for the 2020-2021 School Year

The government is examining 3 possible modes of delivery for September and reviewing the health criteria for each mode of delivery. They are also reviewing whether decisions for school opening could be based on regional health data.

Modes of delivery include:

- virtual learning
- conventional delivery
- adaptive delivery based on either smaller classes for social distancing, alternate days, or weeks, or “cohorting” larger number of students

The government is looking to develop provincial parameters (musts and must nots) and then letting boards develop plans that work based on local needs

- The goal is to guideline out by the end of June, and hopefully a draft in advance, that would outline the parameters for reopening.
- we would expect a decision in August about whether we are approved to reopen, and if that is in adapted delivery or conventional delivery.

Whatever September brings, our guiding principles will be maintaining continuity of learning, keeping students and staff safe and healthy, ensuring access and equity for all students, and maintaining clear, consistent, and timely communication with all stakeholders.

To achieve this, we are considering our planning in several critical domains, including

- Logistics and Planning
 - Basic operational aspects of the school including safety procedures, arrival/dismissal, procedures for online learning
- Creating and Maintaining Community
 - Developing/maintaining welcoming and belonging for students, staff and families
- Curriculum and Instruction



Item 10.6 | Extended School Closure and September Reopening

- Teaching and learning – face to face, remote or blended
- Technology
 - Infrastructure, access, equity
- Promoting Catholic Identity in Remote Spaces
 - Provide opportunities for school wide liturgies, virtual prayer and faith life activities

Superintendents are leading these planning teams in conjunction with staff from our various departments and school administrators, informed by feedback from students, parents and staff.

Conclusion

Our goal since the beginning of the extended school closure period has been to create teaching and learning conditions that would, as best as possible given the circumstances, lead to the successful completion of the school year for all students and to support students in advancing to the next school year and to graduate. Our goal moving forward is to continue to support students through our summer learning programs and to have the system prepared for a number of school reopening scenarios in September, 2020.

Report Prepared &
Submitted by:

Pat Daly
Director of Education and Secretary of the Board

Report Approved by:

Pat Daly
Director of Education and Secretary of the Board

POLICY COMMITTEE MEETING MINUTES

Date: May 12, 2020
Time: 7:00 pm
Location: Catholic Education Centre - Board Room
802 Drury Lane
Burlington, Ontario

Board Room: N. Guzzo, Chair
Attendance: B. Agnew, Trustee
P. Daly, Director of Education
A. Swinden, Manager, Strategic Communications
R. De Franco, Creative Design Officer, Strategic Communications

Trustees Present (Electronically): P. DeRosa, T. O'Brien
M. Duarte, J. O'Hearn-Czarnota
V. Iantomasi, D. Caratao (Student Trustee)
H. Karabela, D. Suan (Student Trustee)
P. Murphy

Staff Present (Electronically): S. Balogh, Superintendent of Education, School Services
C. Cipriano, Superintendent of Education, Special Education Services
J. Crowell, Superintendent of Education, School Services
J. O'Hara, Executive Officer, Human Resources Services
T. Pinelli, Superintendent of Education, School Services
G. Brown, Chief of Mental Health Programming, Special Education Services
P. Codner, Chief Social Worker, Special Education Services
O. Foese, Chief of Psychological Services, Special Education Services
R. De Franco, Creative Design Officer, Strategic Communications
R. DiPietro, Executive Assistant, Director of Education

Recording Secretary: J. Neuman

1. Call to Order

1.1 Opening Prayer (T. O'Brien)

The meeting began at 7:00 p.m. with a prayer led by T. O'Brien.

2. Approvals

2.1 Approval of Agenda

P#49/20

Moved by: B. Agnew

Seconded by: M. Duarte

That, the agenda be approved.

CARRIED

2.2 Approval of Minutes (April 14, 2020)

P#50/20

Moved by: B. Agnew

Seconded by: H. Karabela

That, the minutes of the Policy Committee Meeting held on April 14, 2020 be approved, as amended.

CARRIED

3. Declarations of Conflict of Interest

There were no Conflicts of Interest declared.

4. Action Items

4.1 Policy I-15 School Name Selection (H. Karabela)

H. Karabela shared her recommendation regarding the changes to the policy.

The revised version that was presented at the April Policy Committee Meeting and the further revised version were shared for clarification.

Questions for clarification were asked and answered.

P#51/20

Moved by: H. Karabela

Seconded by: P. DeRosa

That, the Policy Committee recommends that Policy I-15 School Name Selection, be forwarded, along with amendments, to the May 19, 2020 Regular Board Meeting for approval.

Discussion ensued. Questions for clarification were asked and answered.

The chair asked Trustees to indicate their approval that the recent changes made by H. Karabela be included in the policy

In favour	Opposed	Abstain	Absent
P. DeRosa	T. O'Brien	D. Caratao (Non-binding)	M. Bhrama (Non-binding)
H. Karabela	B. Agnew	D. Suan (Non-Binding)	
M. Duarte	J. O'Hearn-Czarota		
P. Murphy	N. Guzzo		
V. Iantomasi			

It was noted that the policy will be forwarded to the Diocese for review prior to the board meeting.

M. Duarte recommended that the following change be made to the policy on page 2 and change the word "representative" to "trustee(s)" under the New School Process under the Requirements.

Discussion ensued. Questions regarding renaming a school, and clarification of M. Duarte's proposed changes were asked and answered.

The chair asked Trustees to indicate their approval regarding the proposed change by M. Duarte.

In favour	Opposed	Abstain	Absent
T. O'Brien	P. DeRosa		M. Bhrama (Non-binding)
H. Karabela			
M. Duarte			
B. Agnew			
J. O'Hearn-Czarota			
P. Murphy			
V. Iantomasi			
D. Caratao (Non-binding)			
D. Suan (Non-Binding)			

The chair declared that the policy would be forwarded to the May 19, 2020 Board Meeting for approval with the proposed changes by H. Karabela and M. Duarte.

There was no vote on the main motion.

4.2 Policy I-23 Catholic School Councils and Catholic Parent Involvement Committee (J. Crowell)

J. Crowell shared the input to the policy and procedure from CPIC. It was noted the procedure will be reviewed in the fall following input from Catholic School Councils.

P#52/20**Moved by:** J. O'Hearn-Czarnota**Seconded by:** M. Duarte

That, the Policy Committee recommends that I-23 Catholic School Councils and Catholic Parent Involvement Committee, be forwarded, along with amendments, to the May 19, 2020 Regular Board Meeting for approval.

Discussion ensued. Questions for clarification were asked and answered.

H. Karabela recommended the following addition to the Principles: The Halton Catholic District School Board recognizes that our school community exists to foster and exemplify our Catholic faith and values.

Trustees agreed to the addition by consensus.

It was determined that the policy and corresponding procedure will be returned to a Policy Committee meeting in the fall.

P#52/20 (Amendment)**Moved by:** M. Duarte**Seconded by:** V. Iantomasi

That, the Policy Committee recommends that I-23 Catholic School Councils and Catholic Parent Involvement Committee, be deferred to the October 2020 Policy Committee.

The chair called for a vote. Recommendation **P#52/20 (Amendment) CARRIED**

In favour	Opposed	Abstain	Absent
P. DeRosa	B. Agnew		M. Bhrama (Non-binding)
M. Duarte	P. Murphy		
V. Iantomasi	J. O'Hearn-Czarnota		
H. Karabela			
T. O'Brien			
D. Caratao (Non-binding)			
D. Suan (Non-Binding)			

4.3 Policy I-42 Out of Province Staff Travel (T. Pinelli)**P#53/20****Moved by:** B. Agnew**Seconded by:** P. Murphy

That, the Policy Committee recommends that Policy I-42 Out of Province Staff Travel, be forwarded, to the May 19, 2020 Regular Board Meeting for approval.

T. Pinelli shared that there are no changes to the policy at this time.

There was no discussion.

The Chair called for a vote. Recommendation **P#53/20 CARRIED.**

In favour	Opposed	Abstain	Absent
H. Karabela			M. Bhrama (Non-binding)
M. Duarte			
B. Agnew			
T. O'Brien			
J. O'Hearn-Czarnota			
P. DeRosa			
P. Murphy			
V. Iantomasi			

In favour	Opposed	Abstain	Absent
D. Caratao (Non-binding)			
D. Suan (Non-Binding)			

4.4 Policy II-13 Psycho-Education Psychological Assessment of Individual Students (C. Cipriano)

C. Cipriano shared the changes to the policy. Minor changes were highlighted. It was noted that references were added, wait times were clarified. O. Foese shared clarification for questions regarding wait times.

P#54/20

Moved by: V. Iantomasi

Seconded by: M. Duarte

That, the Policy Committee recommends that Policy II-13 Psycho-Educational/Psychological Assessment of Individual Students, be forwarded, along with amendments, to the May 19, 2020 Regular Board Meeting for approval.

Discussion ensued. Questions regarding wait times and processes for assessments were asked and answered.

The Chair called for a vote. Recommendation **P#54/20 CARRIED**

In favour	Opposed	Abstain	Absent
P. DeRosa			M. Bhrama (Non-binding)
T. O'Brien			
H. Karabela			
M. Duarte			
B. Agnew			
J. O'Hearn-Czarnota			
P. Murphy			
V. Iantomasi			
D. Caratao (Non-binding)			
D. Suan (Non-Binding)			

4.5 Policy II-18 Non-Motorized and Non-Licensed Motorized Transportation Safety (S. Balogh)

P#55/20

Moved by: J. O'Hearn-Czarnota

Seconded by: H. Karabela

That, the Policy Committee recommends that Policy II-18 Non-Motorized and Non-Licensed Motorized Transportation Safety, be forwarded, to the May 19, 2020 Regular Board Meeting for approval.

S. Balogh shared that the policy had only the minor change of adding a link to Ontario Ministry of Transportation to the References.

There was no discussion

The chair called for a vote. Recommendation **P#55/20 CARRIED**

In favour	Opposed	Abstain	Absent
D. Suan (Non-Binding)			M. Bhrama (Non-binding)
D. Caratao (Non-binding)			
V. Iantomasi			
P. Murphy			
J. O'Hearn-Czarnota			
B. Agnew			
M. Duarte			

In favour	Opposed	Abstain	Absent
H. Karabela			
T. O'Brien			
P. DeRosa			

4.6 Policy III-12 Academic Promotion (J. O'Hara)

P#56/20

Moved by: B. Agnew

Seconded by: M. Duarte

That, the Policy Committee recommends that Policy III-12 Academic Promotion be forwarded, to the May 19, 2020 Regular Board Meeting for approval.

J. O'Hara shared that there are no changes to the policy – noted that many Dioceses are reviewing the process and practices – policy may return if there are any reflective changes.

Discussion ensued. Questions regarding Associated Policies and Procedures; positions of responsibility; religion courses; and qualifications and requirements were asked and answered.

Chair Guzzo passed the gavel to B. Agnew at 9:13 p.m.

N. Guzzo addressed concerns that were raised as part of the discussion and suggested that the policy be deferred.

B. Agnew passed the gavel back to Chair Guzzo at 9:15 p.m.

The chair called for a recess at 9:15 p.m. The meeting resumed at 9:25 p.m.

Discussion continued. P. Daly noted terms and conditions in collective agreements.

P#56/20 (Amendment)

Moved by: V. Iantomasi

Seconded by: M. Duarte

That, the Policy be deferred to an upcoming Policy Committee Meeting in the fall.

The chair called for a vote. Recommendation **P#56/20 (Amendment) CARRIED.**

In favour	Opposed	Abstain	Absent
P. DeRosa	B. Agnew		M. Bhrama (Non-binding)
T. O'Brien	J. O'Hearn-Czarnta		
H. Karabela	P. Murphy		
M. Duarte	N. Guzzo		
V. Iantomasi	D. Caratao (Non-binding)		
	D. Suan (Non-Binding)		

5. Discussion Items

5.1 Policy II-40 Bullying Prevention and Intervention and Policy II-45 Equity and Inclusive Education (N. Guzzo)

Trustees were asked to review Policy II-40 Bullying Prevention and Intervention. It was noted that a directive will be coming from the ministry.

Discussion ensued. It was determined that a working group will be struck, in September, consisting of staff and trustees to review Policy II-40 Bullying Prevention and Intervention, and recommendations expected from the Ministry of Education. The policy will come to the committee in November 2020 as scheduled.

The chair asked Trustees to indicate their approval of striking a working committee.

In favour	Opposed	Abstain	Absent
B. Agnew		V. Iantomasi	M. Bhrama (Non-binding)
P. DeRosa			
M. Duarte			
H. Karabela			
P. Murphy			
T. O'Brien			
J. O'Hearn-Czarota			
D. Caratao (Non-binding)			
D. Suan (Non-Binding)			

5.2 Policy I-26 Student Trustees on the Halton Catholic District School Board (P. Murphy, D. Caratao)

P. Murphy introduced the changes to the policy as recommended by student trustee D. Caratao.

Moved by: M. Duarte

Seconded by: P. Murphy

That, the meeting be extended beyond 10:00 p.m.

CARRIED

D. Caratao shared his recommended changes to the policy. Discussion ensued.

It was determined that the policy will be returned to the June policy meeting as an action item. It was noted that if the policy changes are accepted, the policy will have to be forwarded for stakeholder feedback

6. Information Items

6.1 Administrative Procedure VI-84 Catholic School Councils and Catholic Parent Involvement Committee (J. Crowell)

6.2 Administrative Procedure VI-89 Psycho-Educational Psychological Assessment of Individual Students (C. Cipriano)

The procedures were provided to the Trustees as information.

6.3 Upcoming Policy Agenda Items (June 9, 2020)

6.3.1 Procedural By-Laws (Trustees)

6.3.2 Policy I-06 Delegations to the Board (P. Daly)

6.3.3 Policy II-25 Selection of Learning and Library Materials (A. Prkacin)

6.3.4 Policy IV-02 Outdoor Facility Maintenance and Security (R. Merrick)

6.3.5 Policy V-16 Copyright, Visual Identity and Intellectual Property Protection (A. Swinden)

6.3.6 Upcoming Information Items

6.3.6.1 Administrative Procedure VI-34 Fencing at Board Sites (R. Merrick)

6.3.6.2 Administrative Procedure VI-87 Playground Installations (R. Merrick)

7. Miscellaneous Information

There are no Miscellaneous Items

8. In Camera

8.1 Approval of In-Camera Meeting Minutes (April 14, 2020)

P#59/20

Moved by: M. Duarte

Seconded by: J. O'Hearn-Czarota

That the meeting move in-camera, at 10:24 pm

In favour	Opposed	Abstain	Absent
B. Agnew	V. Iantomasi	P. DeRosa	
M. Duarte			
H. Karabela			
P. Murphy			
T. O'Brien			
J. O'Hearn-Czarnota			
M. Bhrama (Non-binding)			
D. Caratao (Non-binding)			
D. Suan (Non-Binding)			

The meeting moved out of in-camera at 10:30

9. Motion to Excuse Absent Committee Members

P#60/20

Moved by: J. O'Hearn-Czarnota

Seconded by: B. Agnew

That Trustee(s) Bhambra be excused.

CARRIED

10. Motion to Adjourn/Closing Prayer (J. O'Hearn-Czarnota)

P#61/20

Moved by: B. Agnew

Seconded by: P. Murphy

That the meeting adjourn.

J. O'Hearn-Czarnota closed meeting with prayer at 10:30 p.m.