



The Niagara Catholic District School Board through the charisms of faith, social justice, support and leadership, nurtures an enriching Catholic learning community for all to reach their full potential and become living witnesses of Christ.

AGENDA AND MATERIAL

SPECIAL BOARD MEETING

**TUESDAY, JUNE 22, 2021
6:30 P.M.**



*PUBLIC ACCESS LIVE STREAM LINK
<https://niagaracatholic.ca/meetings-livestream/>*

A. ROUTINE MATTERS

- 1. Opening Prayers – Trustee Burtnik -
- 2. Roll Call -
- 3. Approval of the Agenda -
- 4. Declaration of Conflict of Interest -

B. COMMITTEE AND STAFF REPORTS

- 1. Original Estimates for the 2021-2022 Annual Budget B1

C. MOMENT OF SILENT REFLECTION FOR LIFE

D. ADJOURNMENT

BOARD BY-LAWS EXCERPT

Special Meetings of the Board

Special meetings of the Board shall be held by order of the Board, on the written request of three (3) trustees, to the Chairperson or the Director, on the call of the Chairperson, or at the request of the Director of Education. The trustees shall be given a twenty four (24) hour notice for special meetings except in emergency situations. Such meetings shall be called for specific reasons. Such subjects shall be stated in the notice calling the meeting. Notwithstanding any other provisions to the Board’s By-Laws, no other business shall be considered at a special meeting other than the subjects stated in the notice.

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
BOARD MEETING
JUNE 22, 2021**

PUBLIC SESSION

**TITLE: ORIGINAL ESTIMATES FOR THE 2021-2022 ANNUAL
BUDGET**

RECOMMENDATION

THAT the Niagara Catholic District School Board approve the Report on the Original Estimates for the 2021-2022 Annual Budget, as presented.

Prepared by: Giancarlo Vetrone, Superintendent of Business & Financial Services
Rosa Rocca, Controller of Financial Services

Presented by: Giancarlo Vetrone, Superintendent of Business & Financial Services

Recommended by: Camillo Cipriano, Director of Education/Secretary-Treasurer

Date: June 22, 2021



REPORT TO THE BOARD JUNE 22, 2021

ORIGINAL ESTIMATES FOR THE 2021-2022 ANNUAL BUDGET

BACKGROUND INFORMATION

The release of the 2021-2022 Grants for Student Needs (GSN) provides a level of certainty to school boards for the next school year. The government remains committed to investments that have the greatest impact, while ensuring tax dollars are used more effectively. GSN funding for 2021–22 is projected to be \$25.6 billion, an increase of 2.2 per cent, while the average provincial per-pupil funding is projected to be \$12,686 in 2021–22, which is an increase of \$152 or 1.2 per cent from 2020–21.

This year's GSN includes updates to COVID-19 supports, changes to how online learning classes are funded, transfers from PPF, enhanced accountability measures, and ongoing investments to reflect the third year of the labour agreements. This year's GSN also includes technical and other routine updates

In 2020: B08 2020–21 Grants for Student Needs Funding, the ministry announced an investment of \$25 million to support extraordinary costs related to the COVID-19 outbreak in the 2020–21 school year. This was included in the more than \$1.6 billion in resources available in 2020-21. Starting in 2021–22, in recognition of the continuing need for additional funding for technology resources and mental health supports, the ministry is now planning for these allocations to be ongoing elements within the GSN.

This year's GSN includes targeted new investments to support school boards in responding to the COVID-19 and to address the unique learning needs of students, including the continuation of the Supports for Students Fund.

The 2021-2022 Original Estimates funding by the Ministry of Education is primarily based on the average daily enrolment (ADE) of students per Board. Currently, approximately fifty percent of our Elementary schools are below 250 pupils and five of our eight Secondary schools are expected to be below 750 pupils for the 2021-2022 school year. As some individual schools continue to decline in enrolment the ability to achieve economies of scale by staffing to ministry aggregate targets continues to present challenges in our school district. In particular, the smaller classes in the early learning kindergarten division has exceeded ministry requirements and resulted in more classrooms. The continued decrease in school aged pupils and inflationary pressures will continue to present challenges to our Board for years to come.

The 2021-2022 Original Estimates are built on an approximate average daily enrolment 19,944 for the 2021-2022 school year. This is an expected decline in enrolment of approximately 196 students for September 2021-2022 school year.

Senior Administrative Council continues to redesign and scale programs and services that will optimize all areas of the Grants for Student Needs (GSN) and one-time grants for 2021-2022. This exercise has achieved a cost structure that is aligned with the 2021-2022 estimates.

Following an extensive consultation process, Senior Administrative Council has completed the Original Estimates for the 2021-2022 Budget. The current estimates provide the funding required to achieve the Board approved System Priorities.

The proposed 2021-2022 Original Estimates has resulted in an anticipated operating budget of \$268M million dollars. Niagara Catholic District School Board is projecting a 2021-2022 operating deficit of \$2.2M.

APPENDIX I – FINANCIAL SCHEDULES

PAGE 1 AVERAGE DAILY ENROLMENT & UTILIZATION

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PAGE 6 SCHOOL BASED EXPENDITURES

PAGE 7 ACCUMULATED SURPLUS (DEFICIT)

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RECOMMENDATION

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Recommended by: Camillo Cipriano, Director of Education/Secretary-Treasurer

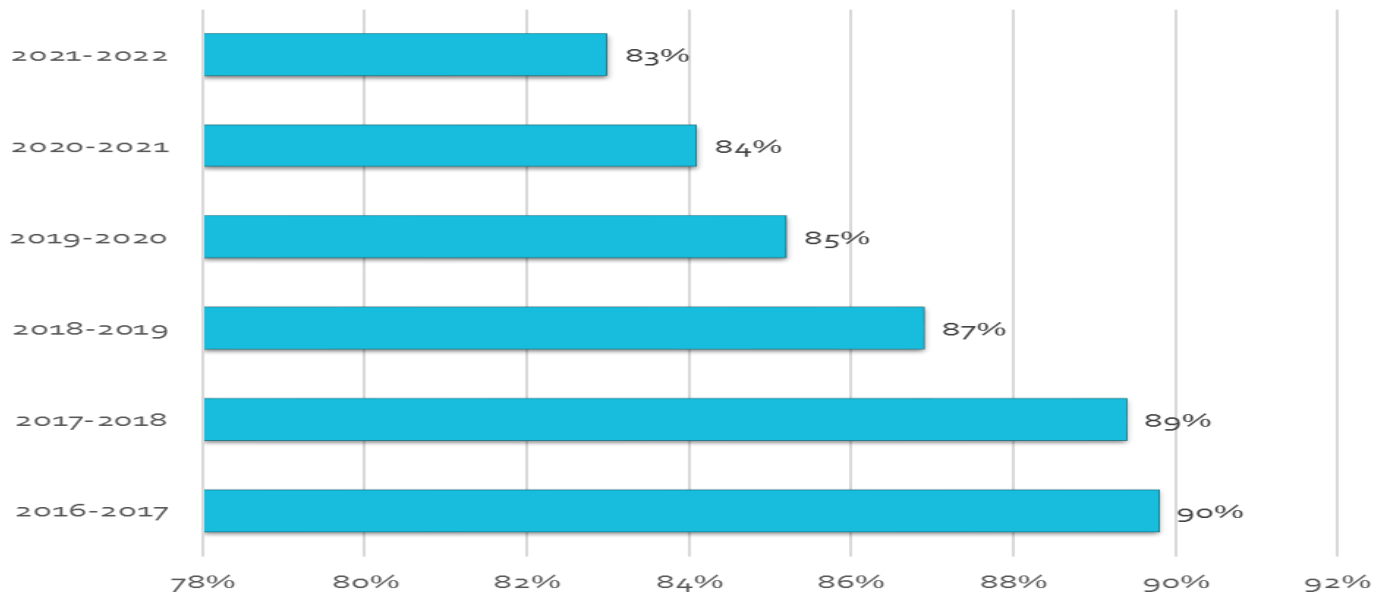
Date: June 22, 2021

ENROLMENT TRENDRING

| Regular Day School | 2017-2018 | 2018-2019 | 2019-2020 | 2020-2021 | 2021-2022 | 5Year trend | Previous 5Year Trend |
|--|---------------|---------------|---------------|---------------|---------------|--------------|----------------------|
| Elementary | 14,465 | 14,362 | 14,244 | 13,923 | 13,772 | -4.8% | -1.8% |
| Secondary | 6,662 | 6,525 | 6,331 | 6,217 | 6,172 | -7.3% | -8.7% |
| Total Regular Day School | 21,127 | 20,888 | 20,575 | 20,140 | 19,944 | -5.5% | |
| Continuing Education & Adult Day School | 316 | 329 | 306 | 305 | 304 | | |
| Total Enrolment | 21,443 | 21,217 | 20,881 | 20,445 | 20,248 | | |

ON THE GROUND CAPACITY

| | 2016-2017 | 2017-2018 | 2018-2019 | 2019-2020 | 2020-2021 | 2021-2022 |
|-------------|-----------|-----------|-----------|-----------|-----------|-----------|
| Utilization | 90% | 89% | 87% | 85% | 84% | 83% |



FULL TIME EQUIVALENT (FTE) REPORT

| REGULAR DAY SCHOOL | REVISED | ORIGINAL | |
|--|------------------|------------------|--------------|
| | 2020-2021 | 2021-2022 | CHG |
| Board Administration | 51.0 | 53.0 | 2.0 |
| Classroom Teachers | 1,200.0 | 1,176.8 | (23.2) |
| Coordinators and Consultants | 20.0 | 21.1 | 1.1 |
| Director and Supervisory Officers | 5.0 | 5.0 | 0.0 |
| Early Childhood Educators | 93.0 | 88.0 | (5.0) |
| Library & Guidance | 53.5 | 53.5 | 0.0 |
| Principals & VPs | 76.6 | 77.5 | 0.9 |
| Professionals, Paraprofessionals and Technicians | 92.2 | 110.0 | 17.8 |
| School Office | 92.0 | 93.5 | 1.5 |
| School Operations and Maintenance | 181.0 | 182.0 | 1.0 |
| Teacher Assistants | 310.0 | 305.0 | (5.0) |
| Trustees | 10.0 | 10.0 | 0.0 |
| Grand Total | 2,184.3 | 2,175.4 | (8.9) |

2021-2022 CHANGE IN FULL TIME EQUIVALENT (FTE)

Board Administration – Early Safe Return to Work Officer, Labour Relations Specialist

Classroom Teachers adjusted for declining enrolment and class size aggregate.

Early Childhood Educators adjusted for ELKP programming and class size aggregate.

Teacher Assistants adjusted for declining enrolment to school allocations.

School Operations and Maintenance – Capital Procurement Buyer

Principals/VPs – additional support for virtual school

Paraprofessionals - 6.0 ABA, 2.0 Social Workers, 1.0 Chaplain, Speech Pathologist, additional CoVid support for mental health and other areas.

ESTIMATED OPERATING REVENUE

SECTION 1A - SUMMARY OF ALLOCATIONS

| | REVISED ESTIMATES | ORIGINAL ESTIMATES | VARIANCE |
|-------------------------------------|------------------------------|-------------------------------|--------------------|
| | 2020-2021 | 2021-2022 | |
| Pupil Foundation | \$112,500,645 | \$112,616,790 | \$116,145 |
| School Foundation | \$16,495,438 | \$16,503,533 | \$8,095 |
| Special Education | \$29,208,575 | \$29,554,327 | \$345,752 |
| Language Allocation | \$4,851,633 | \$4,848,697 | (\$2,936) |
| Rural and Northern Education | \$150,384 | \$33,231 | (\$117,153) |
| Remote and Rural Allocation | \$20,153 | \$129,901 | \$109,748 |
| Learning Opportunities | \$2,580,677 | \$2,903,821 | \$323,144 |
| Continuing Education Allocation | \$1,692,653 | \$1,808,464 | \$115,811 |
| Teacher Qualification | \$26,009,980 | \$25,280,381 | (\$729,599) |
| New Teacher Induction | \$68,732 | \$64,608 | (\$4,124) |
| ECE Q&E | \$1,301,859 | \$1,143,310 | (\$158,549) |
| Restraint Savings | (\$64,921) | (\$64,921) | \$0 |
| Transportation | \$10,921,007 | \$10,826,007 | (\$95,000) |
| Administration and Governance | \$6,252,663 | \$6,173,643 | (\$79,020) |
| School Operations & Maintenance | \$20,150,026 | \$20,170,421 | \$20,395 |
| Community Use of Schools | \$277,488 | \$274,517 | (\$2,971) |
| Declining Enrolment | \$1,364,393 | \$686,376 | (\$678,017) |
| Indigenous Funding | \$372,253 | \$295,006 | (\$77,247) |
| Mental Health and Well-Being | \$707,611 | \$842,025 | \$134,414 |
| Supports for Students Fund | \$2,312,331 | \$2,312,331 | \$0 |
| Program Leadership Grant | \$905,864 | \$999,389 | \$93,525 |
| Permanent Financing of NFP | \$117,487 | \$117,487 | \$0 |
| General Operating Allocation | \$238,196,931 | \$237,519,344 | (\$677,587) |

*Excludes CoVid Revenue for 2020-2021 and 2021-2022

ADDITIONAL ONE-TIME REVENUE

| Revenue Sources | One-time Funding used in 2020-2021 | 2021-2022 Potential Full Year Funding | 2021-2022 Original Estimates |
|--------------------------------|------------------------------------|---------------------------------------|------------------------------|
| Supplemental Revenue | | | |
| Additional Staffing Support | \$2,236,038 | \$3,186,533 | \$1,593,266 |
| Additional Operating Support | \$1,592,743 | \$275,261 | \$137,630 |
| Transportation | \$471,411 | \$677,100 | \$338,550 |
| Technology | \$924,000 | \$0 | \$0 |
| Special Education Support | \$267,754 | \$191,709 | \$95,854 |
| Mental Health | \$126,979 | \$314,095 | \$157,047 |
| Re-engage Students and Reading | \$0 | \$203,402 | \$101,701 |
| Stabilization Funding * | \$1,864,257 | \$0 | \$0 |
| Reserves Drawn Upon | \$1,600,000 | \$4,905,045 | \$2,452,522 |
| Total Revenue Sources | \$9,083,182 | \$9,753,145 | \$4,876,570 |

*stabilization funding addressed the decline in enrolment for students transferring to home school learning.

SPECIAL EDUCATION EXPENDITURES

SPECIAL EDUCATION EXPENSES

Total Expenses

TOTAL INSTRUCTION

| | |
|--|--------------|
| Classroom Teachers | \$5,428,305 |
| Supply Staff | \$985,409 |
| Teacher Assistants | \$15,443,004 |
| Early Childhood Educators | \$0 |
| Textbooks and Supplies | \$615,000 |
| Computers | \$42,000 |
| Professionals, Paraprofessionals and Technicians | \$3,094,620 |
| Staff Development | \$13,000 |
| Department Heads | \$0 |
| Principals & VPs | \$0 |
| School Office | \$0 |
| Coordinators and Consultants | \$241,270 |

ELEMENTARY SPECIAL EDUCATION

\$25,813,765

TOTAL INSTRUCTION

| | |
|--|-------------|
| Classroom Teachers | \$2,591,192 |
| Supply Staff | \$246,352 |
| Teacher Assistants | \$2,535,299 |
| Early Childhood Educators | \$0 |
| Textbooks and Supplies | \$160,000 |
| Computers | \$30,000 |
| Professionals, Paraprofessionals and Technicians | \$348,403 |
| Staff Development | \$0 |
| Department Heads | \$0 |
| Principals & VPs | \$0 |
| School Office | \$0 |
| Coordinators and Consultants | \$120,635 |

SECONDARY SPECIAL EDUCATION

\$5,086,421

TOTAL SPECIAL EDUCATION EXPENDITURES

\$30,900,186

SPECIAL EDUCATION FUNDING*

\$29,679,534

(\$1,220,652)

SCHOOL BASED EXPENDITURES

SCHEDULE 10.1 & 10.2 SCHOOL BASED 2020-2021

| | Salaries and Wages | Employee Benefits | Staff Development 04 | Supplies and Services 05 | Fees and Contract Services 09 | Total Expenses |
|--|-----------------------|----------------------|----------------------------|--------------------------------|--|----------------------|
| TOTAL INSTRUCTION | | | | | | |
| Classroom Teachers | \$80,112,286 | \$10,563,758 | \$9,000 | \$55,000 | \$28,500 | \$90,768,544 |
| Supply Staff | \$4,146,986 | \$414,699 | \$0 | \$0 | \$0 | \$4,561,685 |
| Teacher Assistants | \$11,080,936 | \$3,351,043 | \$0 | \$0 | \$0 | \$14,431,979 |
| Early Childhood Educators | \$4,146,424 | \$1,269,411 | \$0 | \$0 | \$0 | \$5,415,835 |
| Textbooks and Supplies | \$0 | \$0 | \$0 | \$2,277,411 | \$485,000 | \$2,762,411 |
| Computers | \$0 | \$0 | \$0 | \$583,000 | \$0 | \$583,000 |
| Professionals, Paraprofessionals and Technicians | \$4,057,663 | \$1,051,423 | \$0 | \$293,100 | \$45,000 | \$5,447,186 |
| Library & Guidance | \$1,200,167 | \$382,033 | \$0 | \$11,200 | \$58,300 | \$1,651,701 |
| Staff Development | \$0 | \$0 | \$31,000 | \$0 | \$0 | \$31,000 |
| Department Heads | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| Principals & VPs | \$6,352,849 | \$706,696 | \$0 | \$5,000 | \$0 | \$7,064,545 |
| School Office | \$2,260,970 | \$758,837 | \$56,000 | \$294,040 | \$710,000 | \$4,079,847 |
| Total Elementary Instruction Expenses | \$113,358,282 | \$18,497,899 | \$96,000 | \$3,518,751 | \$1,326,800 | \$136,797,732 |

| | Salaries and Wages | Employee Benefits | Staff Development 04 | Supplies and Services 05 | Fees and Contract Services 09 | Total Expenses |
|--|-----------------------|----------------------|----------------------------|--------------------------------|--|---------------------|
| TOTAL INSTRUCTION | | | | | | |
| Classroom Teachers | \$37,360,697 | \$4,865,338 | \$4,500 | \$16,000 | \$0 | \$42,246,536 |
| Supply Staff | \$1,777,280 | \$177,728 | \$0 | \$0 | \$0 | \$1,955,008 |
| Teacher Assistants | \$1,998,024 | \$632,022 | \$0 | \$0 | \$0 | \$2,630,046 |
| Early Childhood Educators | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| Textbooks and Supplies | \$0 | \$0 | \$0 | \$2,135,830 | \$0 | \$2,135,830 |
| Computers | \$0 | \$0 | \$0 | \$271,000 | \$0 | \$271,000 |
| Professionals, Paraprofessionals and Technicians | \$2,728,363 | \$703,244 | \$0 | \$31,100 | \$0 | \$3,462,706 |
| Library & Guidance | \$2,088,884 | \$335,317 | \$0 | \$0 | \$0 | \$2,424,201 |
| Staff Development | \$0 | \$0 | \$4,500 | \$0 | \$0 | \$4,500 |
| Department Heads | \$328,525 | \$0 | \$0 | \$0 | \$0 | \$328,525 |
| Principals & VPs | \$2,719,609 | \$305,230 | \$0 | \$2,000 | \$0 | \$3,026,840 |
| School Office | \$1,332,936 | \$441,025 | \$6,750 | \$126,300 | \$305,000 | \$2,212,011 |
| Total Secondary Instruction Expenses | \$50,334,318 | \$7,459,905 | \$15,750 | \$2,582,230 | \$305,000 | \$60,697,203 |

ACCUMULATED SURPLUS (DEFICIT) SCHEDULE 5

| | Accumulated Surplus (Deficit) Balance at September 1, 2021 | Accumulated Surplus (Deficit) In Year Increase (Decrease) | Accumulated Surplus (Deficit) Balance at August 31, 2022 |
|--|--|---|---|
| Operating Surplus | \$7,194,269 | (\$2,350,733) | \$4,843,536 |
| | | | |
| Available for Compliance Internally Appropriated* | \$5,220,001 | | \$5,220,001 |
| | | | |
| Total Available for Compliance | \$12,414,270 | (\$2,350,733) | \$10,063,537 |
| | | | |
| Total Accumulated Surplus (Deficit) Unavailable for Compliance** | \$21,745,943 | \$95,672 | \$21,841,615 |
| | | | |
| Total Accumulate Surplus (Deficit) | \$34,160,213 | (\$2,255,061) | \$31,905,152 |

*Committed Capital Projects \$4.0M

**Revenues recognized for land \$19.7M

The deficit position projected for the 2021-2022 fiscal year is within the Ministry compliance corridor.

EXPENDITURE CHANGE 2020-2021 vs. 2021-2022

| | REVISED 2020-2021 | ORIGINAL 2021-2022 | CHG |
|---|------------------------------|-------------------------------|----------------------|
| TOTAL INSTRUCTION | | | |
| Classroom Teachers | \$138,131,502 | \$132,262,080 | (\$5,869,422) |
| Supply Staff | \$6,723,671 | \$6,516,693 | (\$206,978) |
| Teacher Assistants | \$17,978,303 | \$17,062,025 | (\$916,278) |
| Early Childhood Educators | \$5,585,589 | \$5,415,835 | (\$169,754) |
| Textbooks and Supplies | \$4,791,669 | \$4,898,241 | \$106,572 |
| Computers | \$888,200 | \$854,000 | (\$34,200) |
| Professionals, Paraprofessionals and Technicians | \$8,656,767 | \$9,165,759 | \$508,992 |
| Library & Guidance | \$4,473,361 | \$4,075,902 | (\$397,459) |
| Staff Development | \$582,280 | \$485,500 | (\$96,780) |
| Department Heads | \$328,525 | \$328,525 | \$0 |
| Principals & VPs | \$10,883,935 | \$10,091,385 | (\$792,550) |
| School Office | \$6,038,151 | \$6,291,858 | \$253,707 |
| Coordinators and Consultants | \$2,665,976 | \$2,437,814 | (\$228,163) |
| Continuing Education | \$4,016,099 | \$4,850,676 | \$834,577 |
| Total Instruction Expenses | \$211,744,028 | \$204,736,292 | (\$7,007,736) |
| TOTAL ADMINISTRATION | | | |
| Trustees | \$264,410 | \$264,607 | \$197 |
| Director and Supervisory Officers | \$1,190,095 | \$1,262,044 | \$71,949 |
| Board Administration | \$6,261,005 | \$6,473,698 | \$212,693 |
| Total Administrations | \$7,715,509 | \$8,000,349 | \$284,839 |
| TOTAL TRANSPORTATION | | | |
| Transportation | | | |
| Pupil Transportation | \$11,323,187 | \$11,895,460 | \$572,273 |
| Pupil Transportation - Provincial Schools | \$93,431 | \$0 | (\$93,431) |
| Total Transportation | \$11,416,618 | \$11,895,460 | \$478,842 |
| PUPIL ACCOMMODATION | | | |
| School Operations and Maintenance | \$23,341,822 | \$23,132,374 | (\$209,447) |
| School Renewal Expense | \$705,948 | \$713,299 | \$7,351 |
| Pupil Accommodation | \$3,036,696 | \$2,827,961 | (\$208,735) |
| Amortization | \$13,364,040 | \$12,886,840 | (\$477,200) |
| Interest Charges | \$117,487 | \$117,487 | \$0 |
| Total Pupil Accommodation | \$40,565,993 | \$39,677,961 | (\$888,031) |
| School Generated Funds Expenses | \$4,366,452 | \$4,366,452 | \$0 |
| Total Expenses Schedule 10 | \$275,808,600 | \$268,676,514 | (\$7,132,086) |

The removal of home school stabilization funds, declining enrolment and 50% of CoVid funding for original estimates has reduced our cost structure.