

Special Board Meeting
June 24, 2024 - 10:00 a.m.

AGENDA

- 1. Opening Business**
 - 1.1. Opening Prayer Page 2
 - 1.2. Attendance
 - 1.3. Approval of the Agenda of the Special Board Meeting of June 24, 2024 Page 1
 - 1.4. Declaration of Interest

- 2. Committee and Staff Reports**
 - 2.1. **Corporate Services and Operations** Pages 3-16
 - 2.1.1. 2024-2025 Budget Estimates

- 3. Closing Prayer - Board Chaplain Fr. Butler**

- 4. Adjournment**



HURON-PERTH CATHOLIC

District School Board

Special Board Meeting Monday, June 24, 2024

Opening Prayer & Intentions: Board Chaplain, Father David

We stand before You, Holy Spirit
as we gather together in Your name.

With You alone to guide us,
make yourself at home in our hearts;
teach us the way we must go
and how we are to pursue it.

We are weak and sinful;
do not let us promote disorder.

Do not let ignorance lead us down the wrong path
nor partiality influence our actions.

Let us find in You our unity
so that we may journey together to eternal life and not stray
from the way of truth and what is right.

All this we ask of You,
who are at work in every place and time,
in the communion of the Father and the Son,
forever and ever.

Amen

Board Chaplain, Father David: St. André Bessette.

All: Pray for us.

Sign of the Cross: In the Name of the Father, and of the Son, and of the Holy Spirit, Amen.



REPORT TO THE HURON-PERTH CATHOLIC DISTRICT SCHOOL BOARD

Prepared by: Mary-Ellen Ducharme, Superintendent of Business and Treasurer
Presented to: The Huron-Perth Catholic District School Board
Date: June 24, 2024
Submitted by: Chris N. Roehrig, Director of Education and Secretary

2024-2025 BUDGET ESTIMATES

Public Session

BACKGROUND

Every school board, before the beginning of the fiscal year and in time to comply with the date set, shall prepare and adopt estimates of its revenues and expenditures for the fiscal year. The deadline for school boards to submit 2024-2025 budgets is June 28, 2024.

DEVELOPMENTS

We are pleased to present the details of the Board's balanced and compliant budget for the 2024-2025 fiscal year. The 2024-2025 budget is committed to meeting the Board's goals. The 2024-2025 budget goals are:

Catholic faith development of staff and students

- Develop and implement comprehensive programs and experiences to strengthen Catholic faith formation among students and staff; ensuring a deep understanding of Catholic teachings and values.

Student-centered learning focusing on mathematics and literacy

- Implement rigorous academic standards through teaching and learning best practices to elevate student achievement to world-class levels.

The attached report includes a detail of grants, expenditures, enrolment and staffing.

- Elementary Enrolment: 3,314 ADE
- Secondary Enrolment: 1,222 ADE
 - High Credit Enrolment: 15 ADE
- Total Revenue: \$80,840,253
- Total Expenditures: \$80,840,253
- The budget is balanced for compliance.
- The budget is compliant with enveloping provisions.

- The budget is compliant with Ministry Class-size requirements.

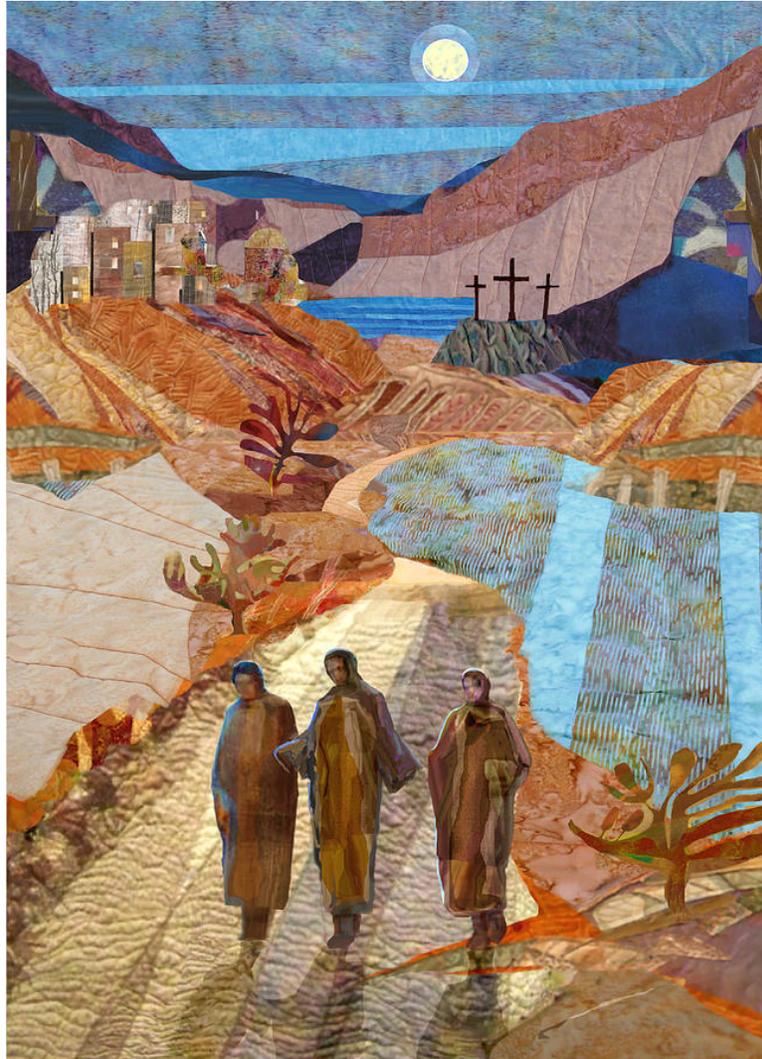
RECOMMENDATION

THAT the Huron-Perth Catholic District School Board approves Revenue in the amount of \$80,840,253, and Expenditures in the amount of \$80,840,253 for the period of September 1, 2024 to August 31, 2025.

THAT the Huron-Perth Catholic District School Board approves the Capital Expenditures Estimates in the amount of \$3,383,639 for the period of September 1, 2024 to August 31, 2025.

HURON-PERTH CATHOLIC DISTRICT SCHOOL BOARD

2024-25
Budget Package



*Together on the Journey
Encounter ~ Accompany ~ Transform
Go Forth*

June 24, 2024

Chris N. Roehrig
Director of Education

Mary Helen Van Loon
Chair of the Board



TOGETHER ON THE JOURNEY

*Encounter ~ Accompany ~ Transform
Go Forth*

Our Vision and Mission

The Huron-Perth Catholic District School Board has nurtured the development of students and families since 1847. We honour the covenant between the school, home and parish to embrace shared leadership and wellness of the students entrusted to our care.

Vision Faith and Learning...Celebrating the Journey

Mission We are a Catholic School Board. We serve our students, working with the home, parish and school community to:

- Nurture a Christ-centered environment
- Provide student-focused learning opportunities
- Support the growth of the whole person

2024-25 Budget Goals

Budget goals are driven by strategic plan goals:

Catholic faith development of staff and students

- Develop and implement comprehensive programs and experiences to strengthen Catholic faith formation among students and staff; ensuring a deep understanding of Catholic teachings and values.

Student-centered learning focusing on mathematics and literacy.

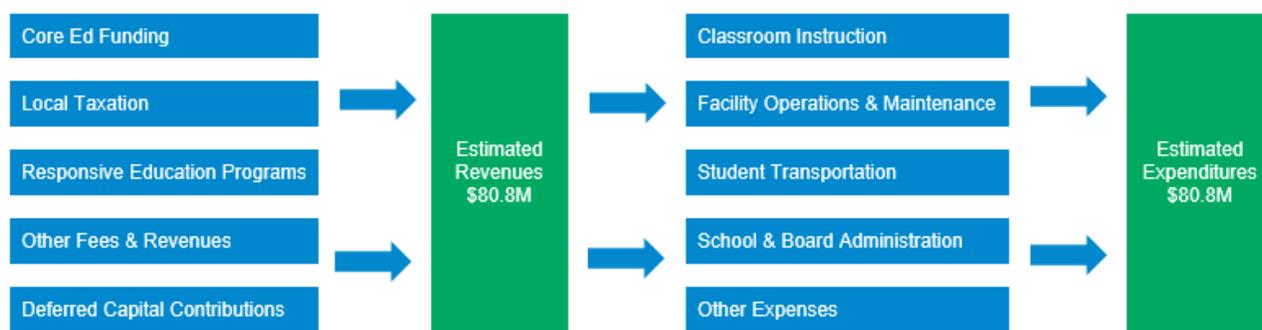
- Implement rigorous academic standards through teaching and learning best practices to elevate student achievement to world-class levels.

Whether directly or indirectly, the budget supports and embodies these important goals.

2024-25 Operating Budget

2024-25 Core Education Funding (Core Ed) is projected to be \$28.6 billion, an increase of 2.7 per cent compared to 2023-24. This year's Core Ed includes targeted investments such as labour-related changes and funding adjustments such as the 2021 Statistics Canada census updates, student transportation and other updates to support key priorities. This includes a 2 per cent cost update to the non-staff portion of the School Operations Allocation benchmark to assist school boards in managing the increase in commodity prices.

The Ministry of Education also announced funding through the Responsive Education Programs (REP). The Board's allocation of REP is \$974,700.



The 2024-25 operating budget projects total revenue of \$80,840,253, an increase of \$1,520,682 or 1.92 per cent from 2023-24 revised estimates.

Total expenditures are projected at \$80,840,253, which is also an increase of 1.92 per cent from 2023-24 revised estimates.

The Huron-Perth Catholic District School Board is presenting a balanced budget for the 2024-25 school year.

AT A GLANCE - Stewardship of Resources

16 Elementary Schools

2 Secondary Schools

1 Virtual School

1 Catholic Education Centre



26 Portables

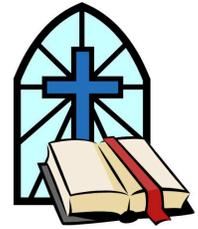
87%

Average School Facility Utilization Rate

Across the Board

5 Trustees

2 Student Trustees



15 Municipalities

15,319 Electoral Population

122 Elementary English Classes

28 Elementary French Immersion Classes

419 Secondary Sections



640 Kindergarten Students

2,674 Elementary Students

1,222 Secondary Students

194 Teaching Days

3,414 Students travel by School Bus



38 Facility Services Staff

5 Senior Administration

6 Coordinators

41 School Resource & Support Staff

26 Board Administration



22 Principals/Vice Principals

288 Teaching Staff

23 School Office Assistants

24 Early Childhood Educators

93 Educational Assistants

Encounter - Accompany - Transform - Go Forth

Huron-Perth Catholic District School Board

2024-25 Draft Budget

Statement of Operations

	2023-24 Revised Estimates	2024-25 Draft Budget	Increase (Decrease)
Revenues			
Core Education Grants/ Grants for Student Needs	\$ 65,132,191	\$ 67,520,594	\$ 2,388,403
Provincial Grants Other	\$4,204,906	3,264,269	(940,637)
Local Taxation	7,465,332	7,601,032	135,700
School Generated funds	1,700,000	1,800,000	100,000
Investment	250,000	300,000	50,000
Other	567,142	354,358	(212,784)
	\$ 79,319,571	\$ 80,840,253	\$ 1,520,682
Expenditures			
Instruction	\$ 54,754,534	\$ 55,076,448	\$ 321,914
Administration	2,964,652	3,029,777	65,125
Transportation	7,377,584	7,564,573	186,989
Pupil Accommodation	11,264,619	11,731,425	466,806
School Generated funds	1,700,000	1,800,000	100,000
Other	1,258,182	1,638,030	379,848
	\$ 79,319,571	\$ 80,840,253	\$ 1,520,682
Annual Surplus (Deficit)			
	\$ -	\$ -	\$ -
Surplus (Deficit) at Beginning of Year	6,770,281	6,770,281	-
Surplus (Deficit) at End of Year	\$ 6,770,281	\$ 6,770,281	\$ -
Detail of Accumulated Surplus			
Accumulated Surplus (Deficit) at end of Year	\$ 6,770,281	\$ 6,770,281	\$ -
Less: Available for Compliance - Internally Appropriated	(4,508,888)	(4,443,045)	65,843
Less: Unavailable for Compliance	(404,109)	(365,342)	38,767
Accumulated Surplus	\$ 1,857,284	\$ 1,961,894	\$ 104,610
Available for Compliance - Unappropriated			

**Huron-Perth Catholic District School Board
2024-25 Draft Budget**

Detail of Operating Revenue

Grants for Student Needs	2023-24 Revised Estimates
Pupil Foundation Allocation	\$ 26,321,650
School Foundation Allocation	4,552,404
Special Education Allocation	9,133,644
Language Allocation	983,582
Supported School Allocation	65,828
Remote and Rural Allocation	1,445,495
Rural and Northern Education Allocation	329,533
Learning Opportunities Allocation	1,471,005
Continuing Education & Other Program	162,248
Cost Adjustment and Teacher Qualification	5,168,091
New Teacher Induction Program Allocation	84,277
ECE Q&E Allocation	333,206
Restraint Savings Allocation	(27,591)
Transportation Allocation	7,308,052
Administrative and Governance Allocation	2,778,613
School Operations Allocation	5,285,005
Community Use Allocation	66,274
Declining Enrolment Adjustment	28,251
Indigenous Education Allocation	231,317
Program Leadership Grant	1,004,963
Support for Students Fund	610,846
Mental Health & Well-Being Grant	710,745
Permanent Financing of NPF	135,868
Trustee Association Fees	56,599
General Operating Allocation	\$ 68,239,905

Core Education Grants	2024-25 Draft Budget
<i>Classroom Staffing Fund (CSF)</i>	
Per Pupil Allocation	\$ 23,513,984
Language Classroom Staffing Alloc	747,173
Local Circumstances Staffing Alloc	6,387,263
Indigenous Educaiton Classroom Staffing	14,381
Supplementary Staffing Allocation	526,754
<i>Learning Resources Fund (LRF)</i>	
Per Pupil Allocation	3,148,928
Language Supports & Local Circumstances	1,747,083
Indigenous Education Supports	423,594
Mental Health & Wellness	751,444
Student Safety and Well-Being	125,364
Continuing Education & Other Programs	226,572
School Management	4,473,862
Differentiated Supports	1,318,485
<i>Special Education Fund (SEF)</i>	
Per Pupil Allocation	3,920,554
Differentiated Needs Allocation	4,726,146
Complex Supports Allocation	405,620
Specialized Equipment Allocation	471,432
<i>School Facilities Fund (SFF)</i>	
School Operations Allocation	5,728,600
Rural and Northern Education	377,040
<i>Student Transportation Fund (STF)</i>	
Transportation Services	7,526,894
<i>School Board Admin Fund (SBAF)</i>	
Trustees and Parent Engagement	106,103
Board-Based Staffing	2,621,662
Central Employer Bargaining Fees	56,973
Data Management & Audit	175,114
Declining Enrolment	7,063
General Operating Allocation	\$ 69,528,090

Huron-Perth Catholic District School Board 2024-25 Draft Budget

Detail of Revenue

	2023-24 Revised Estimates	2024-25 Draft Budget	Increase (Decrease)
Total Operating Allocation	\$ 68,239,905	\$ 69,528,090	\$ 1,288,185
Capital Allocations			
Capital Grants	\$ 1,587,610	\$ 928,805	\$ (658,805)
School Renewal Allocation	881,463	886,921	5,458
Temporary Accommodation	48,676	47,040	(1,636)
Short Term Interest on Capital	-	-	-
Capital Debt & Short Term Capital Interest	343,412	452,042	108,630
Minor Tangible Capital	1,704,583	1,714,016	9,433
Total Capital Allocation	\$ 4,565,744	\$ 4,028,824	\$ (536,920)
Add: Capital Grants from Deferred	1,541,348		(1,541,348)
Less: Transferred to Deferred Capital Contributions	(6,385,636)	(3,383,639)	3,001,997
Total Capital Grant Revenue	\$ (278,544)	645,185	923,729
Total Grants for Student Needs	\$ 67,961,361	\$ 70,173,275	\$ 2,211,914
Other Grants & Revenue			
Provincial Grants Other	\$4,204,906	\$ 3,264,269	\$ (940,637)
School Generated Funds	1,700,000	1,800,000	100,000
Amortization of DCC	4,636,162	4,948,351	312,189
Other	817,142	654,358	(162,784)
Total Other Grants & Revenue	\$ 11,358,210	\$ 10,666,978	\$ (691,232)
Total Revenue	\$ 79,319,571	\$ 80,840,253	\$ 1,520,682

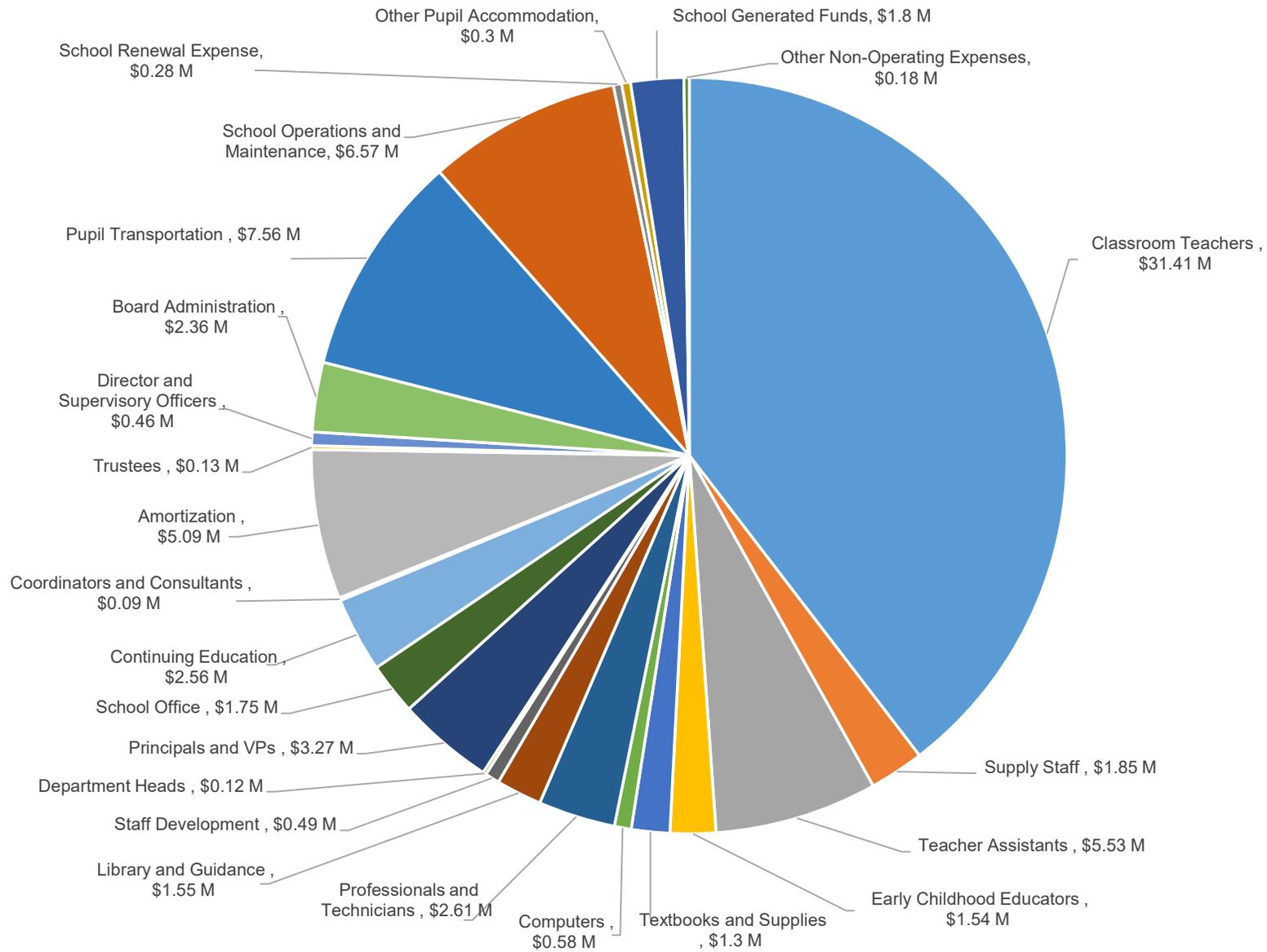
Huron-Perth Catholic District School Board

2024-25 Draft Budget

Detail of Expenditures

	2023-24 Revised Estimates	2024-25 Draft Budget	Increase (Decrease)
Instruction			
Classroom Teachers	\$ 30,564,460	\$ 31,414,555	\$ 850,095
Supply Staff	2,209,661	1,852,875	(356,786)
Teacher Assistants	5,239,480	5,530,590	291,110
Early Childhood Educator	1,254,353	1,544,733	290,380
Textbooks and Supplies	1,632,169	1,295,321	(336,848)
Computers	644,586	581,600	(62,986)
Student Support: Professionals & Technicians	2,496,827	2,610,606	113,779
Library and Guidance	1,478,406	1,554,910	76,504
Staff Develop.	436,695	487,432	50,737
Department Heads	110,484	115,193	4,709
Principals and VPs	3,404,396	3,274,636	(129,760)
School Office	1,701,779	1,752,687	50,908
Coordinators and Consultants	2,990,947	2,555,986	(434,961)
Continuing Education	63,890	85,150	21,260
Instruction - Amortization	526,401	420,174	(106,227)
Total Instruction Expenses	\$ 54,754,534	\$ 55,076,448	\$ 321,914
Administration			
Trustees	\$ 136,320	\$ 128,636	\$ (7,684)
Directors and Supervisory Officers	455,543	460,626	5,083
Board Administration	2,260,873	2,358,150	97,277
Admin - Amortization	111,916	82,365	(29,551)
Total Administration Expenses	\$ 2,964,652	\$ 3,029,777	\$ 65,125
Pupil Transportation	\$ 7,377,584	\$ 7,564,573	\$ 186,989
Pupil Accommodation			
School Operations and Maintenance	\$ 6,338,212	\$ 6,572,011	\$ 233,799
School Renewal Expense	444,089	276,103	(167,986)
Other Pupil Accommodation	338,837	299,767	(39,070)
Pupil Accommodation - Amortization	4,143,481	4,583,544	440,063
Total Pupil Accommodation Expenses	\$ 11,264,619	\$ 11,731,425	\$ 466,806
Other			
School Generated Funds	\$ 1,700,000	\$ 1,800,000	\$ 100,000
Other Non-Operating Expenses	1,258,182	180,868	(1,077,314)
Provision for Contingencies	-	1,457,162	1,457,162
Total Other Expenses	\$ 2,958,182	\$ 3,438,030	\$ 479,848
Total Expenditures	\$ 79,319,571	\$ 80,840,253	\$ 1,520,682

Huron-Perth Catholic District School Board 2024-25 Draft Budget Expenditures - \$80.84M



**HURON-PERTH CATHOLIC DISTRICT SCHOOL BOARD
2024-25 Draft Budget**

Anticipated Capital Work

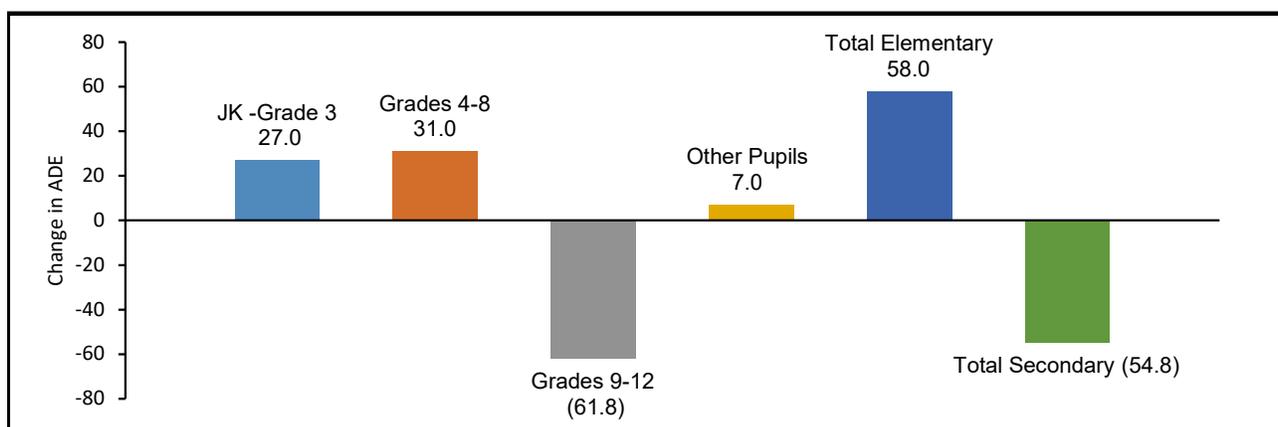
Project	Site	Amount
School Condition Improvement		
Roof Replacement Phase II	Jeanne Sauve	\$442,821
Roof Replacement	OLMC	400,000
Roof Replacement	Precious Blood	500,000
Roof Replacement	St. James	400,000
Roof Replacement	St. Anne	500,000
Lighting Upgrade	St. Michael	100,000
Student Washroom & Science Lab	St. Michael	300,000
Total SCI Funding		\$2,642,821
School Renewal (Capital)		
Concrete Stair Replacement	Holy Name	\$175,000
Gym Floor Replacement	OLMC	50,000
Roof Replacement	St. Aloysius	125,000
Portable Replacement	St. Marys, Goderich	180,000
Outdoor Learning Pavilion	St. Michael	80,818
Total School Renewal, Capital		\$610,818
Minor TCA - Chromebooks	Various	\$130,000
Grand Total - Capital		\$3,383,639

School Renewal (Operating)		
Masonry Repairs	Jeanne Sauve	\$30,000
Masonry Repairs	St. Ambrose	127,500
Painting	St. James	25,000
Interlocking Brick	St. Marys, Goderich	25,000
Municipal Street Assessment	St. Michael	65,000
Unallocated	TBD	3,603
Grand Total - School Renewal, Operating		\$276,103

Grand Total - Capital and Renewal Operating		\$3,659,742
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HURON-PERTH CATHOLIC DISTRICT SCHOOL BOARD
2024-25 Draft Budget
Enrolment Projections

SUMMARY OF ENROLMENT ADE	2023-24 Revised	2024-25 Budget	Change (23-24 RevEst to 24-25 Budget)	
	Estimates	DRAFT	#	%
Elementary				
JK -3	1,566.0	1,593.0	27.0	1.7%
4-8	1,690.0	1,721.0	31.0	1.8%
Other Pupils	0.0	0.0	0.0	0.0%
Total Elementary	3,256.0	3,314.0	58.0	
Secondary <21				
Pupils of the Board	1,276.8	1,215.0	(61.8)	-4.8%
Other Pupils	0.0	7.0	7.0	0.0%
Total Secondary	1,276.8	1,222.0	(54.8)	-4.3%
Total	4,532.8	4,536.0	3.2	0.1%
Secondary High Credit	7.7	15.0	7.3	94.8%



ENROLMENT BY SITE Location	2024-25	2023-24 Revised	2024-25 Budget	In-Year Change	
	OTG	Estimates ADE	DRAFT	#	%
Holy Name of Mary	260	210.0	208.0	(2.0)	-1.0%
Jeanne Sauve	366	253.0	270.0	17.0	6.7%
Our Lady of Mt. Carmel	176	130.0	131.0	1.0	0.8%
Precious Blood	248	226.0	239.0	13.0	5.8%
Sacred Heart	249	188.0	192.0	4.0	2.1%
St. Aloysius	225	229.0	239.0	10.0	4.4%
St. Ambrose	307	162.0	162.0	0.0	0.0%
St. Boniface	202	223.0	226.0	3.0	1.3%
St. Columban	161	173.0	176.0	3.0	1.7%
St. James	225	185.0	188.0	3.0	1.6%
St. Joseph, Clinton	225	224.0	219.0	(5.0)	-2.2%
St. Joseph, Stratford	176	127.0	131.0	4.0	3.1%
St. Mary, Goderich	343	332.0	327.0	(5.0)	-1.5%
St. Mary, Listowel	274	363.0	379.0	16.0	4.4%
St. Patrick, Dublin	130	106.0	105.0	(1.0)	-0.9%
St. Patrick, Kinkora	153	125.0	122.0	(3.0)	-2.4%
TOTAL ELEMENTARY	3,720	3,256.0	3,314.0	58.0	1.8%
St. Anne	588.0	538.3	504.0	(34.3)	-6.4%
St. Michael	999.0	738.5	711.0	(27.5)	-3.7%
Other	0.0	0.0	7.0	7.0	100.0%
TOTAL SECONDARY	1,587.0	1,276.8	1,222.0	(54.8)	-4.3%
TOTAL ENROLMENT		4,532.8	4,536.0	3.2	0.1%

OTG = On the Ground Capacity

ADE = Average Daily Enrolment

HURON-PERTH CATHOLIC DISTRICT SCHOOL BOARD
2024-25 Draft Budget
Staffing Summary by Full-Time Equivalent

	2023/2024 REVISED ESTIMATES	2024/2025 ESTIMATES	Increase/ (Decrease)	
	AVG FTE	AVG FTE	FTE	%
<u>TEACHERS</u>				
Elementary Teachers	198.8	197.7	(1.1)	-0.6%
Secondary Teachers	93.5	88.8	(4.7)	-5.0%
Sub-Total	292.3	286.5		
<u>NON-TEACHING</u>				
Principals/Vice-Principals	22.8	22.0	(0.8)	-3.5%
Classroom Paraprofessional	13.0	14.5	1.5	11.5%
Co-ordinators & Leads - Teachers	7.0	7.0	0.0	0.0%
Superintendents of Education	2.0	2.0	0.0	0.0%
Mental Health Lead	1.0	1.0	0.0	0.0%
Admin Support for Co-ordinators	2.8	2.8	0.0	0.0%
Chaplains	2.0	2.0	0.0	0.0%
School Monitors	16.0	16.0	0.0	0.0%
School Office Assistants	23.3	23.3	0.0	0.0%
Educational Assistants	93.0	93.0	0.0	0.0%
Library Technicians	7.9	7.9	0.0	0.0%
Designated Early Childhood Educators	20.0	24.0	4.0	20.0%
Sub-Total	210.8	215.5		
<u>NON-CLASSROOM</u>				
Board Administration	18.1	18.5	0.4	2.2%
Transportation	1.0	1.0	0.0	0.0%
Trustees	7.0	7.0	0.0	0.0%
School Operations/ Maintenance	37.7	37.7	0.0	0.0%
Sub-Total	63.8	64.2		
TOTAL STAFFING	566.9	566.2	(0.7)	-0.1%