

**Committee of the Whole Board (Budget)  
Meeting Minutes  
Limestone District School Board**

**May 29, 2018**

**Members/:**

**Trustees** E. Crawford  
W. Garrod  
L. French  
T. Mahoney - regrets  
K. McGregor - regrets  
P. Murray  
A. Ross  
S. Ruttan (Chair)  
M. Kanellos (Student Trustee)  
A. Haynes (Student Trustee)

**Officials:** M. Babcock, Superintendent of Education  
P. Babin, Superintendent of Business Services  
M. Baumann, Manager of Business Services  
K. Burra, Superintendent of Education, Program and IT  
D. Fowler, Manager of Facility Services  
S. Gillam, Associate Superintendent, Safe and Caring Schools  
A. Labrie, Superintendent of Education and Human Resources  
A. McDonnell, Associate Superintendent, Special Education  
D. Rantz, Director of Education  
S. Sartor, Associate Superintendent, School Effectiveness and Assessment  
J. Silver, Superintendent of Education

**Guests:**

**Recorder:** L. Strange, Records Management Coordinator

Trustee Ruttan, as Chair of the Committee, called the meeting to order at 4:30 p.m., and welcomed all those present.

She read the Acknowledgement of Territory:

"The Limestone District School Board is situated on the traditional territories of the Anishinaabe and Haudenosaunee. We acknowledge their enduring presence on this land, as well as the presence of Métis, Inuit and other First Nations from across Turtle Island.

We honour their cultures and celebrate their commitment to this land."

**Approval of Agenda**

*MOVED BY: Trustee Ross, that the agenda of May 29, 2018, as presented, be approved. Carried.*

**Declaration of Conflict of Interest**

There were no Conflicts of Interest declared.

**Information Items**

1. Kilometre Reimbursement Rate – P. Babin

Superintendent Babin provide the Trustees with an analysis of the Kilometre Reimbursement Rate and advised of a proposed adjustment to be effective September 1, 2018.

Administrative Procedure 510 identifies the Kilometre Reimbursement Rate for personal vehicles to be paid at the rate of \$0.42 per kilometre driven for board business use. Given the increasing price of gasoline at local stations over the past several months and the rapid and unpredictable nature of price swings, many staff have asked if our reimbursement rate will be adjusted in September 2018.

Many school boards are choosing to align their kilometre reimbursement rate to within the CRA reasonable kilometre allowance rates. As an example, the Kawartha Pine Ridge District School Board has aligned its kilometre reimbursement rate to the annual CRA posted rate greater than 5,000 km, that being \$0.49.

Senior Staff has reviewed available kilometre reimbursement information and is proposing that the rate be adjusted effective September 1, 2018 to \$0.49 a kilometre.

The 2018-2019 Preliminary Operating Budget – Expenditures being presented to Trustees for discussion and deliberation includes an increase of approximately \$61,000 reflecting the adjusted kilometre reimbursement rate to \$.049.

This report was received for information.

2. 2018-2019 Preliminary Operating Expenditures – M. Baumann

M. Baumann provided Trustees with an analysis of the 2018-2019 Preliminary Operating Budget – Expenditures.

The 2018-2019 Preliminary Operating Budget Expenditures (Expenditures Budget) is balanced to Preliminary Operating Revenues and aligns resources to support the strategic priorities as outlined in the new Board Strategic Plan.

The 2018-2019 Preliminary Operating Budget Expenditures (Expenditures Budget) are not presented on a full PSAB basis. The presentation of expenses on a full PSAB basis, including School Generated Funds, Charitable donations and capital expenditures will be available at the next Committee of the Whole (Budget) meeting.

Classroom teachers has increased \$1,236,969 or .98% due to labour framework provisions, the addition of 1.0 FTE special education support teacher and statutory, ELHT and WSIB premium adjustments offset by 4.59 FTE teacher reduction due to declining enrolment.

Supply staff has increased \$46,966 or .64% mainly due to absence trending and usage patterns.

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Educational assistants and early childhood educators has increased by \$264,399 or 1.42% due to labour framework provisions, the addition of 2.0 FTE autism intervention specialists and 2.0 FTE behaviour intervention specialists and statutory, ELHT and WSIB premium adjustments offset by a reduction of 1.0 FTE early childhood educator due to declining enrolment.

Textbooks and supplies has decreased \$159,337 or 3.14% due mainly to EPO funding changes, including one-time EPO funding received last year and no indication as of this time if these initiatives are to be renewed for 2018-2019.

Computers has decreased \$494,813 or 17.23% due mainly to EPO funding changes, including one-time EPO funding received last year and no indication as of this time if these initiatives will be renewed for 2018-2019, and the one-time use of \$375,000 in technology infrastructure accumulated surplus funds used in 2017-2018.

Professionals, paraprofessionals and technicians has increased \$451,051 or 5.64% due to labour framework provisions, addition of 3.0 FTE social workers, 1.0 FTE psychologist and statutory, ELHT and WSIB premium adjustments offset by 1.0 FTE mental health lead that has moved to co-ordinators and consultants as part of the program leadership allocation (PLA) reporting requirement.

Library and Guidance has increased \$570,789 or 16.15% due to labour framework provisions, introduction of 4.0 FTE grade 7/8 guidance teachers with a provision for travel and learning materials and statutory, ELHT and WSIB premium adjustments offset by a .27 FTE secondary library and guidance teacher reduction as a result of declining enrolment.

Staff development has decreased \$151,392 or 9.28% due to one-time EPO funding received last year and no indication as of this time that these initiatives will be renewed for 2018-2019.

Department heads has decreased \$4,515 or 1.49% due to the reduction of 1.0 FTE department head offset by labour framework provisions and statutory, ELHT and WSIB premium increases.

Principals and Vice Principals has increased \$257,558 or 2.40% due to labour framework provisions and statutory, ELHT and WSIB premium increases offset by a reduction of 1.0 FTE vice principal.

School office has decreased \$215,112 or 3.32% due to the .86 FTE clerical reduction from a school closure, 1.74 FTE clerical movement to continuing education and a supply and services reduction offset by an increase due to labour framework provisions and statutory, ELHT and WSIB premium adjustments.

Co-ordinators and consultants has increased by \$948,416 or 32.83% due to labour framework provisions, the addition of 1.0 FTE experiential learning consultant as a result of EPO funding, 1.0 FTE vice principal Educational Services as a result of new special education funding, the movement of 1.0 FTE early years lead from directors and supervisory offices,

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1.0 FTE technology enabled learning and teaching (TELT) contact from board administration and the 1.0 FTE mental health lead from professionals, paraprofessionals and technicians as part of the PLA reporting requirement and statutory, ELHT and WSIB premium adjustments.

Continuing education has increased by \$199,944 or 10.44% due to labour framework provisions, increased enrolment adjustments, the movement of 1.74 FTE clerical from school office and statutory ,and ELHT and WSIB premium adjustments.

Trustees has increased \$1,931 or 1.20% due to labour framework provisions.

Directors and supervisory officers has decreased \$144,090 or 14.26% as a result of the movement of 1.0 FTE early years lead to co-ordinator and consultants as part of the PLA reporting requirement offset by an increase due to labour framework provisions and statutory, ELHT and WSIB premium adjustments.

Board administration has increased \$70,628 or 1.17% due to labour framework provisions, increase of 1.0 FTE health and safety officer to address WSIB and back to work issues and statutory, ELHT and WSIB premium adjustments offset by a supply and services reduction.

Transportation has increased \$849,415 or 5.44% due to increases in bus operator contract rates.

School operations and maintenance has increased \$189,957 or .71% due to labour framework provisions, statutory, ELHT and WSIB premium adjustments and projected increases in natural gas commodity prices and electricity costs.

Other Non-Operating has decreased \$276,486 or 16.33% due to a 4.5 FTE reduction as a result of the Parent and Family Literacy Centres (PFLC) move to the City of Kingston offset by an increase to labour framework provisions, .45 FTE increase in union secondments and statutory, ELHT and WSIB premium adjustments.

The 2018-2019 Preliminary Operating Budget Expenditures are \$249,890,547 which is an increase of \$3,642,278 or 1.48%.

The 2018-2019 Preliminary Operating expenditures of \$249,890,547 are balanced to the 2018-2019 Preliminary Operating revenues of \$249,890,547.

This report was received for information.

Trustee French asked for clarification on the addition of a Health and Safety officer. Superintendent Babin replied that Board has seen an increase in claims for WSIB and overall workload in the Health & Safety office, and is therefor recommending another Health and Safety Officer to join the team.

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Trustee Ross asked what 'absence trending' mean. Superintendent Babin answered that financial services staff use past numbers of employee absences to budget for the next school year.

Student Trustee Haynes asked if the new specialists and mental health workers will be in place for next year. Superintendent Babin stated that the recommendation is that they be in place for September.

**Other Business**

Superintendent Babin recommended that the Tentative June 6 meeting be released. The Trustees agreed to release the meeting by consensus.

**Next Meeting Dates:**

Wednesday, June 13, 2018 4:30 p.m. (Budget recommendation to the Board June 20, 2018)

**Adjournment**

Trustee Ruttan called for a motion to adjourn the meeting.

*MOVED BY: Trustee Garrod, that the meeting adjourn. Carried.*

The meeting adjourned at 4:55 p.m.