

Limestone District School Board

Agenda

Committee of the Whole Board (Budget) Meeting

Monday, May 30, 2016

Limestone Education Centre

220 Portsmouth Avenue, Kingston

5:30 p.m.

Approval of the Agenda

Declaration of Conflict of Interest

Information Items

1. 2016-2017 Preliminary Operating Revenue - Updated
(Appended.)
2. 2016-2017 Preliminary Operating Expenditures
(Appended.)
3. 2016-2017 Special Education Staffing Changes
(Appended.)
4. 2016-2017 Preliminary Capital Budget
(Appended.)

Other Business

May 19, 2016 Letter from G Sekaly, ADM to Mr. D Inch, Chair,
Hastings & Prince Edward DSB
(Appended.)

Next Meeting

Monday, June 6, 2016 5:30 p.m. (Tentative)

Monday, June 13, 2016 5:30 p.m.

- 2016-2017 Draft Budget, PSAB and Compliance Report
- Budget Recommendation to Board (June 15th)

Adjournment

Limestone District School Board
Administrative Report



Report To: Board of Trustees
From: Myra Baumann
Manager of Financial Services
Subject: **2016-2017 Preliminary Operating Revenue Estimates - Updated**
Date: May 30, 2016

Objectives:

To provide Trustees with an update to the 2016-2017 preliminary operating revenue estimates.

History/Background:

The 2016-2017 preliminary operating revenue estimates presented at the Committee of the Whole Board (Budget) meeting on May 16, 2016 have been updated to reflect a new table included in the 2016-2017 GSN regulation to address compensation increases that were negotiated for principals and vice-principals as well as an adjustment to cafeteria revenues.

Observations/Analysis:

Operating GSN allocations has increased \$150,688 as a result of the GSN table change.

Pupil Foundation allocation has increased \$150,688 as a result of the GSN table change.

Fees increased by \$1,004 as a result of the GSN table change.

Other Revenues increased by \$97,000 as a result of the adjustment to cafeteria revenues.

Labour Agreements Funding Assumptions decreased by \$131,479 since the GSN changes have been made for the recent Principal and Vice-Principal labour agreements.

As a result, the 2016-2017 preliminary operating revenue estimates are \$234,164,604, an increase of \$117,213 from the presentation on May 16, 2016.

Recommendations:

That this report be received for information.



Paul Babin
Superintendent of Business Services



Debra Rantz
Director of Education

Limestone District School Board
2016 - 2017
Preliminary Operating Budget - Revenue (updated)

Revenue Categories	2015-2016 Estimates	2015-2016 Revised Estimates	2016-2017 Estimates
Grants for Student Need (GSN) Operating Allocation			
Pupil Foundation	\$ 102,515,400	\$ 102,419,098	\$ 102,785,830
School Foundation	15,514,372	15,511,059	15,626,844
Special Education	30,119,431	30,109,464	29,046,289
Language	3,442,095	3,486,378	3,437,489
Supported School	1,842,995	1,862,103	1,834,773
Remote and Rural	918,454	917,331	562,571
Rural and Small Community	99,187	99,066	49,197
Learning Opportunities:	4,191,429	4,191,529	4,470,271
Continuing Education and Other Program	2,581,830	2,172,533	2,185,779
Teacher Qualification and Experience	17,817,204	18,231,411	19,628,584
New Teacher Induction Program	107,369	110,050	83,388
ECE Qualification and Experience	1,203,249	1,294,003	1,353,956
Transportation	14,795,989	14,775,665	15,037,354
Administration and Governance	5,732,452	5,727,677	6,095,933
School Operations	21,157,340	21,024,432	21,461,078
Community Use of Schools	289,787	289,787	292,916
Declining Enrolment Adjustment	591,448	770,319	406,010
First Nations, Metis and Inuit Education Supplement	669,070	763,868	856,495
Safe Schools	371,152	370,317	368,639
Grants for Student Need (GSN) Operating Allocation Total	223,960,253	224,126,090	225,583,396
Other Government Grants			
Literacy and Basic Skills - Training, C&U	280,663	280,663	280,663
Ont Youth Apprenticeship - Training, C&U	117,908	117,908	126,900
Adult ESL - Citizenship & Immigration	173,036	200,160	165,032
MOE-EPO and Other Supplemental Grants-Original Announcement	3,109,036	3,109,036	2,641,402
MOE-EPO and Other Supplemental Grants-Announcement Throughout Year	-	1,042,608	-
Other Government Grants Total	3,680,643	4,750,375	3,213,997
Tuition Fees			
International Students	1,497,329	1,363,843	1,365,067
First Nations Students	197,414	198,529	129,799
Community Education & Outreach Fees	372,500	372,500	388,370
Tuition Fees Total	2,067,243	1,934,872	1,883,236
Other Revenues			
Term Lease Rentals to Agencies	172,409	172,409	190,056
Community Use	152,352	152,352	238,759
Cafeteria and Beverage	54,100	54,100	111,102
Interest	400,000	400,000	250,000
Administrative Cost Recoveries	46,900	93,266	115,000
Instructional Cost Recoveries	178,000	178,000	1,123,778
International Students Other Fees	500,600	470,857	1,150,140
Continuing Education Contracts	152,000	152,000	100,129
Funded From School Budget Balance, Retirement Benefits & Technology Infrastructure	-	849,247	205,011
Other Revenues Total	1,656,361	2,522,231	3,483,975
Operating Revenue Before Funding Assumptions	\$ 231,364,500	\$ 233,333,568	\$ 234,164,604
MOE-Labour Agreements Funding Assumptions	-	1,644,917	-
Operating Revenue Total	\$ 231,364,500	\$ 234,978,485	\$ 234,164,604

Limestone District School Board
Administrative Report



Report To: Board of Trustees

From: Myra Baumann
Manager of Financial Services

Subject: **2016-2017 Preliminary Operating Budget - Expenditures**

Date: May 30, 2016

Objectives:

To provide Trustees with an analysis of the 2016-2017 Preliminary Operating Budget - Expenditures.

Overview:

Despite the challenges of declining enrolment and reduced provincial funding the 2016-2017 Preliminary Operating Budget Expenditures is balanced to Operating Revenues and aligns resources to support the strategic direction of the Board as outlined in the "Success for All" plan.

The budget includes:

- A \$410,000 investment in classroom technology and professional development to support student achievement.
- Over \$730,000 to support student achievement in mathematics as part of Ontario's renewed math strategy. This investment will support professional development, improved planning and effective instructional strategies.
- A partnership commitment with the City of Kingston for the Bus Pass program for all secondary students for another three years, 2016-2017 to 2018-2019 with an investment of \$40,000 per year.

Observations/Analysis:

The 2016-2017 Preliminary Operating Budget Expenditures of \$234,164,604 is provided in the attached appendix and is equal to the 2016-2017 Preliminary Operating Budget Revenues of \$234,164,604.

The 2016-2017 Preliminary Operating Budget Expenditures are not presented on a full PSAB basis. The presentation of expenses on a full PSAB basis, including School Generated Funds, Charitable Trust donations and capital expenditures will be available at the next Committee of the Whole (Budget) meeting.

In the analysis below, the 2016-2017 Preliminary Operating Budget Expenditures are compared to the 2015-2016 revised operating expenditures estimates.

Compensation has decreased \$810,781 or .42%.

- Current labour framework provides for a 1.25% salary, removal of the 97th day provision for grid movement, no unpaid days, funding for sick days at 11 days, minimum benefit period for maternity leave for eligible employees at 8 weeks and eligibility for short-term sick leave and disability plan benefits.

- Benefit funding benchmarks have been reduced by .167% as part of the phasing out of retirement gratuities.
- Some cost reductions have been incorporated in light of declining enrolment.
- There are no material differences in expense from last year for WSIB, retirement gratuities and retirement health, dental and life insurance plans.

Elementary classroom teachers has increased \$1,199,485 or 1.62%.

- The increase is due to labour framework provisions and an accounting change to match an increase in revenue offset by declining enrolment adjustments.

Secondary classroom teachers has decreased \$365,293 or .79%.

- The decrease is due to declining enrolment adjustments offset by an accounting change to match an increase in revenue and labour framework provisions.

Supply teachers has increased \$337,840 or 6.29%.

- The increase is due to labour framework provisions, absence trending and usage patterns.

Educational assistants and early childhood educators has decreased by \$75,981 or .41%.

- The decrease is due to a reduction of 5 (FTE) EA's and temporary EA supply costs offset by an increase of 5 (FTE) ECE's and labour framework provisions.

Professional, paraprofessional and technicians has decreased \$334,494 or 4.61%.

- The decrease is mainly due the reduction of 2.9 (FTE) special education clinical and professional staff, reduced temporary costs offset by labour framework provisions.

Library and Guidance has decreased \$47,900 or 1.41%.

- The decrease is due to the reduction of 1 (FTE) library technician as a result of a secondary school closure offset by labour framework provisions.

Staff development decreased \$227,513 or 23.30%.

- The net decrease is mainly due to one-time EPO funding received last year and no indication as of this time if some of these initiatives will be renewed in 2016-2017.

Elementary and secondary Principals/VPs decreased \$611,178 or 5.61%.

- The decrease is mainly due to the reduction of 4.46 (FTE) as a result of an elementary and secondary school closures and reduced temporary costs offset by labour framework provisions.

School secretarial and clerical decreased by \$92,286 or 1.78%.

- The decrease is due to the reduction of 3.3 (FTE) as a result of an elementary and secondary school closures offset by a reallocation adjustment of costs from continuing education and labour framework provisions.

Co-ordinators and consultants decreased by \$124,161 or 4.81%.

- The decrease is due to the reduction of .5 (FTE) consultant position and reduced temporary costs offset by labour framework provisions.

Continuing Education decreased by \$104,696 or 6.11%.

- The decrease is due to a reduction in casual staff and instructors and a reallocation adjustment of costs to school secretarial and clerical offset by labour framework provisions.

Governance and administration increased \$99,427 or 2.08%.

- The increase is due to the costs of one position, previously funded from an EPO grant which is now part of the GSN and labour framework provisions.

Facilities services decreased \$464,031 or 3.27%

- The decrease is mainly due to a reduction of 3.88 (FTE) caretaking staff positions as a result of an elementary and secondary school closures, reduction of .50 (FTE) consultant and reduced temporary costs offset by labour framework provisions.

Supplies and services has decreased \$3,100 or .01%.

Schools has decreased \$540,885 or 5.07%.

- The decrease is due to EPO funding changes, including one-time EPO funding received last year and no indication as of this time if some of these initiatives will be renewed in 2016-2017.

A reduction in Queen's Resource Centre costs, reductions to school budgets, the anticipated use of the one-time technology infrastructure investment in 2015-2016, offset by an increased projection for homestay fees to match an increase in homestay revenue.

Governance and administration has decreased \$531,856 or 25.19%.

- The decrease is due to a reallocation of costs to schools and school operations and maintenance offset by an increase in costs from EPO grants which are now part of the GSN.

Transportation has increased \$1,193,641 or 7.92%.

- The increase is due to an increase in operating costs relating to the recent contract settlement between bus operators and Tri-Board Student Transportation Services Inc.

School operations and maintenance has increased \$70,000 or 1.07%.

- The increase is due to a reallocation adjustment of costs from governance and administration offset by a reduction in lease costs.

Utilities has decreased \$194,000 or 3.30%.

- The decrease is a result of reduced utility consumption as a result of the sale of surplus facilities and a secondary school closure offset by projected increases in natural gas commodity prices and electricity costs.

The 2016-2017 Preliminary Operating Budget Expenditures are \$234,164,604, which is a decrease of \$831,881 or .35%.

The 2016-2017 Preliminary Operating expenditures of \$234,164,064 are balanced to the 2016-2017 Preliminary Operating revenues of \$234,164,064.

The Ministry requires school boards to submit budgets prepared on a full PSAB basis. The presentation of expenses on a full PSAB basis, including School Generated Funds, Charitable Trust donations and capital expenditures will be available at the next Committee of the Whole (Budget) meeting scheduled for June 13, 2016.

Recommendations:

That this report be received for information.



Paul Babin
Superintendent of Business Services



Debra Rantz
Director of Education

**Limestone District School Board
2016 - 2017
Preliminary Operating Budget - Expenditures**

Expenditure Categories	2015-2016 Estimates	2015-2016 Revised Estimates	2016-2017 Estimates
Compensation			
Instruction			
Elementary Classroom Teachers	\$ 72,561,649	\$ 73,815,125	\$ 75,014,610
Secondary Classroom Teachers	45,883,152	46,115,290	45,749,997
Supply Teachers	5,262,469	5,366,844	5,704,684
Educational Assistants/ECE's	18,230,873	18,408,411	18,332,430
Professionals/Paraprofessionals	7,171,825	7,259,772	6,925,278
Library and Guidance	3,359,008	3,394,603	3,346,703
Staff Development	695,389	976,565	749,052
Elementary Principals/VPs	7,419,664	7,313,339	7,118,719
Secondary Principals/VPs	3,629,901	3,585,789	3,169,231
School Office	5,172,364	5,189,042	5,096,756
Coordinators and Consultants	2,282,444	2,583,751	2,459,590
Continuing Education	1,323,771	1,714,496	1,609,800
Instruction Total	172,992,509	175,723,027	175,276,850
Support			
Governance and Administration	5,154,956	4,774,157	4,873,584
Facilities Services	14,192,047	14,199,389	13,735,358
Support Total	19,347,003	18,973,546	18,608,942
Compensation Total	192,339,512	194,696,573	193,885,792
Supplies and Services			
Schools	9,411,922	10,659,802	10,118,917
Governance and Administration	2,111,561	2,111,561	1,579,705
Transportation	15,059,505	15,068,549	16,262,190
School Operations and Maintenance	6,564,000	6,564,000	6,634,000
School Utilities	5,878,000	5,878,000	5,684,000
Supplies and Services Total	39,024,988	40,281,912	40,278,812
Operating Expenditures Total	\$ 231,364,500	\$ 234,978,485	\$ 234,164,604



Limestone District School Board Administrative Report

Report to: Board of Trustees

From: Debra Rantz, Director of Education
Alison McDonnell, Supervising Principal of Special Education Services

Subject: **Staffing Changes in Special Education**

Date: May 30, 2016

History/Background:

Special Education Grants:

The Grants for Student Needs provided annually by the Ministry of Education (MOE) includes an allocation for Special Education. Funds allocated for Special Education must be spent on special education staff, services and resources. Any unspent funds must be carried-over to the subsequent year, and spent within the special education "envelope."

The total allocation for special education (not including claims-based) for the LDSB in the 2014-2015 school year was \$29,771,588; in 2015-2016 it was \$28,578,437; and is expected to be \$27,467,298 for the 2016-2017 school year.

Observations/Analysis:

The reduction in our Special Education grant for the 2014-15, 2015-16 and 2016-2017 school years is the result of the adoption by the Ministry of Education of the Wilms statistical prediction model to calculate a section of the overall grant called the high needs amount, as well as changes to the sections called measures of variability. This intent of the new model, introduced in the 2014-2015 school year after a lengthy process, was to equalize the level of payments from board to board. Changes are to be phased in over four school years, resulting in a reduction of approximately \$1.1 million from the LDSB Special Education budget line for each of the school years. As well, although not confirmed by the MOE, another \$1.1 million reduction is expected for the 2017-18 school year.

The total overall reduction in special education funding by 2018-19 is expected to be \$4.4 million dollars, not including any further reductions unknown at this time, such as from declining enrolment or changes to other portions of the grant.

Special Education Staffing and Programming:

A key goal of Educational Services is to enhance student achievement and well-being by providing supports and services to students with special education needs within inclusive and responsive classroom environments across schools within the board.

Staffing and programming fall under the authority and responsibility of the Director of Education. The Supervising Principal of Learning for All is designated by the Director to lead the Educational Services Department and works closely with the Principal of Educational Services, the Chief Psychologist and Mental Health Lead, and the Educational Services and Safe Schools Liaison Coordinator to ensure that the department is responsive to the changing needs of the system.

System special education needs are reviewed annually so that in the following school year programs and services can be as responsive as possible to the changing needs of students in our system. School educational assistant assignments are redone every year. The number of school to community teachers in place across the system in any given year is adjusted to reflect the number of students requiring school to community services, with the ratio in elementary embedded in the elementary collective agreement. As well, if there is a projected need for a specific type of program or service for a certain region of the board then a program or service might be moved or added in a school in that area. The recommendations from the Special Education Review will aid in this process as further decisions are made to special education service delivery.

In planning for the 2016-2017 school year, senior staff have reviewed the current delivery of Special Education supports and services. Some staff reductions are required in response to the reduction in funding however staff have worked hard to minimize any negative impact on staff while maintaining services to support student achievement and wellbeing within inclusive learning environments. It is important to note that these changes will not result in any layoffs.

As of September 2016, there will be:

- A reduction of 1.8 FTE elementary school to community teachers - this reduction is based on fewer numbers of students who require this service.
- A reduction of 1.0 FTE Speech Language Pathologist - this reduction is covered through a leave.
- A reduction of .40 FTE Clinical-this reduction is covered through a leave.
- A reduction of 1.0 FTE Adolescent Care Worker - this reduction is related to secondary school consolidations.
- A reduction of .5 FTE Student Support Counsellor - the employee who holds this position has the right to return to an Educational Assistant (EA) position.
- A reduction to 5.0 FTE Educational Assistants - this reduction will reduce the number of casual EA positions in the board. There will be no job loses, however, for permanent employees as we currently have more permanent EA positons than we have permanent employees.
- A reduction of 2.0 FTE elementary Behaviour District Learning Centres - at Rideau Heights Public School (junior) and Frontenac Public School (junior)
- A reduction of .5 FTE secondary Behaviour District Learning Centre - at Robert Meek.


The teaching staff in the two elementary District Learning Centres and the secondary District Learning Centre were reassigned based on seniority as per the elementary and secondary staffing process. As mentioned, there will be no individuals losing permanent jobs with the LDSB as a result of these measures.

Recommendation:

That the Board receive this report for information.



Alison McDonnell
Supervising Principal



Debra Rantz
Director of Education



Limestone District School Board
Administrative Report

Report To: Board of Trustees

From: Myra Baumann
Manager of Financial Services

Subject: **2016-2017 Preliminary Capital Budget – Revenues & Expenditures**

Date: May 30, 2016

Objectives:

To provide Trustees with an analysis of the 2016-2017 Preliminary Capital Budget – Revenues & Expenditures.

History/Background:

The 2016-2017 Preliminary Capital Budget – Revenues & Expenditures is being presented on a modified cash basis.

Observations/Analysis:

In the analysis below, the 2016-2017 Preliminary Capital Budget – Capital Revenues of \$31,749,655 are balanced to the Capital Expenditures of \$31,749,655.

Ministry Programs – School Renewal

- For 2016-2017 the School Renewal allocation is \$3,893,565, a decrease of \$36,272 as compared to the 2015-2016 Revised Estimates amount of \$3,929,837.

Ministry Programs – School Condition Improvement

- For 2016-2017 the School Condition Improvement allocation is \$7,001,760, an increase of \$348,638 over the 2015-2016 Revised Estimates amount of \$6,653,122.

Ministry Approved Major Capital Projects – In Progress – Molly Brant Elementary School

- The Board was allocated \$10,779,470 to construct the new Molly Brant Elementary School in Kingston to consolidate First Avenue and Frontenac public schools. This new Kindergarten to Grade 8 School will be built on the 16 acre QECVI property and is expected to be open in September 2016.

Ministry Approved Major Capital Projects – In Progress – Central Kingston – Intermediate/Secondary School

- The Board was allocated \$36,478,762, including a recent approval of \$500,000 for land acquisition to construct a new composite school to consolidate secondary students from Kingston Collegiate & Vocational Institute (KCVI), Queen Elizabeth Collegiate & Vocational Institute (QECVI) and Grades 7 & 8 intermediate French Immersion/Extended French students from Module Vanier. This new school will be built on the 16 acre QECVI property and is expected to be open the 2018-2019 school year.

School Generated Funds - Playground Structures

- Similar to previous years an estimate of school fundraising efforts to support playground play structure projects has been included.

Ministry Financing – Interest on Short-Term and Long-Term Debt.

- Debt charges permanently financed of \$457,419 represents the 55 School Board Trust debt (pre amalgamation liabilities not permanently financed until 2033).
- Capital debt support interest of \$3,506,106 includes the 20-year financing with RBC for the Frontenac SS and Bayridge SS additions and nine OFA long-term financings, all for 25 years.
- Short-term interest supported by the Ministry is estimated to be \$365,834 for 2016-2017.

The Ministry requires school boards to submit budgets prepared on a full PSAB basis. The presentation of expenses on a full PSAB basis, including School Generated Funds, Charitable Trust donations and capital expenditures will be available at the next Committee of the Whole (Budget) meeting scheduled for June 13, 2016.

Recommendations:

That this report be received for information.



Paul Babin
Superintendent of Business Services



Debra Rantz
Director of Education

**Limestone District School Board
2016 - 2017
Preliminary Capital Budget**

Revenue Categories	2016-2017 Estimates
Ministry Funded Projects	
School Renewal	\$ 3,893,565
School Condition Improvement	7,001,760
Ministry Funded Projects Total	10,895,325
Ministry Approved Major Capital Projects - In Progress	
Molly Brant Elementary School	947,721
Central Kingston- Intermediate/Secondary School	15,477,250
Ministry Approved Major Capital Projects - In Progress Total	16,424,971
School Generated Funds - Playground Structures	100,000
Ministry Financing	
Interest on Long Term Debt	3,963,525
Short Term Interest	365,834
Ministry Financing Total	4,329,359
Capital Revenue Total	\$ 31,749,655

Expenditure Categories	2016-2017 Estimates
Ministry Programs	
School Renewal	
Various Schools Accessibility	\$ 190,800
Various Schools Code/Regulatory Projects	320,600
Various Schools Electrical/Lighting	554,400
Various Schools Energy/Controls	87,258
Various Schools Heating Systems	302,800
Various Schools Program Directed Building Enhancements	400,000
Various Schools Security	65,100
Various Schools Site Improvements	1,349,076
Various Schools Small Capital Projects	623,531
School Renewal Total	3,893,565

School Condition Improvement

Central PS	Roofing		145,639
Centreville PS	Roofing		72,196
Collins Bay PS	Roofing		364,098
Elginburg PS	Roofing		232,596
Frontenac SS	Roofing		364,098
Harrowsmith PS	Roofing		556,920
Harrowsmith PS	Roofing		10,920
J G Simcoe PS	Roofing		133,503
Joyceville PS	Roofing		82,118
La Salle SS	Roofing		110,838
Limestone Education Centre	Roofing		478,296
NAEC	Roofing		59,800
NDSS	Roofing		303,415
Polson Park PS	Roofing		210,101
Polson Park PS	Roofing		122,959
Prince Charles PS	Roofing		443,352
Tamworth PS	Roofing		242,732
Truedell PS	Roofing		100,082
Collins Bay PS	Walls		73,164
Elginburg PS	Walls		27,300
Joyceville PS	Walls		10,920
Amherstview PS	Windows		92,820
Lord Strathcona PS	Windows		106,470
Lord Strathcona PS	Windows		119,574
Loughborough PS	Windows		11,029
Various Schools	Roofing		343,765
LCVI	Heating Systems		467,811
Various Schools	Heating Systems		545,800
Various Schools	Small Capital Projects		1,169,443
School Condition Improvement Total			7,001,760
Ministry Programs Total			10,895,325
Ministry Approved Major Capital Projects - In Progress		Allocation	
Molly Brant Elementary School		\$ 10,779,470	947,721
Central Kingston- Intermediate/Secondary School		36,478,762	15,477,250
Ministry Approved Major Capital Projects - In Progress Total			16,424,971
School Generated Funds - Playground Structures			100,000
Ministry Financing			
Interest on Long Term Debt			3,963,525
Short Term Interest			365,834
Ministry Financing Total			4,329,359
Capital Expenditures Total			\$ 31,749,655

Ministry of Education

Office of the ADM
Financial Policy and Business Division
900 Bay Street
20th Floor, Mowat Block
Toronto ON M7A 1L2

Ministère de l'Éducation

Bureau du sous-ministre adjoint
Division des politiques financières et des
opérations
900, rue Bay
20^e étage, Édifice Mowat
Toronto ON M7A 1L2



May 19, 2016

Mr. Dwayne Inch
Chair, Hastings and Prince Edward District School Board
Education Centre, 156 Ann Street,
Belleville, ON K8N 3L3

Dear Mr. Inch,

I am responding to your letter of May 3, 2016, concerning the request for financial assistance for the extraordinary legal expenses incurred relating to mediation and arbitration of contract issues involving school bus operators and Tri-board Student Transportation Services.

The Ministry acknowledges that the legal issues arising from Tri-board's attempt to be compliant with the *Broader Public Sector Procurement Directive* have put significant pressure on the Hastings and Prince Edward District School Board, the Algonquin Lakeshore Catholic District Board, the Limestone District School Board and Tri-board Student Transportation Services. With respect to the request for assistance with legal fees, the Ministry is prepared to assist with a one-time financial assistance including a significant portion of reasonable legal fees and disbursement to respond to the mediation/arbitration process incurred by the three school boards since August 2015. The Ministry's legal counsel will review Tri-board's invoices and supporting documentation that will be submitted to ensure the appropriate level of assistance.

My staff will contact Tri-board Student Transportation Services shortly to finalize the terms of this letter and the payment processes.

Should you have any questions, please do not hesitate to contact me.

Sincerely,

A handwritten signature in black ink, appearing to read "Gabriel F. Sékaly".

Gabriel F. Sékaly,
Assistant Deputy Minister
Finance Policy and Business Division
Ministry of Education