

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

April 25, 2016

Members/ Trustees: P. Murray (Chair)
E. Crawford
W. Garrod
L. French
D. Jackson
T. Mahoney
K. McGregor - regrets
M. McAuley (Student Trustee)
A. Ross
S. Ruttan
P. van Herpt (Student Trustee) - regrets

Officials: D. Rantz, Director of Education
P. Babin, Superintendent of Business Services
K. Burra, Superintendent of Equity & Inclusion and Program
D. Fowler, Manager of Facility Services
B. Fraser-Stiff, Superintendent of Education
T. Giles, Supervising Principal, School Effectiveness -regrets
A. Labrie, Superintendent of Human Resources
S. Lehman, Supervising Principal, Student Success & IT - regrets
A. McDonnell, Supervising Principal, Special Education
J. Silver, Supervising Principal of Safe & Caring Schools – regrets
M. Baumann, Manager of Business Services
W. Toms, Manager of ITS and Planning Officer
C. Downie, Outreach Coordinator

Recorder: L. Strange, Records Management Coordinator

Trustee Murray, as Chair of the Committee, called the meeting to order at 5:30 p.m., and welcomed all those present.

Approval of Agenda

MOVED BY: Trustee Mahoney, seconded by Trustee Ross, that the agenda of April 25, 2016, as presented, be approved. Carried.

Declaration of Conflict of Interest

There were no Conflicts of Interest declared.

Information Items

1. 2016-17 Budget Development

Superintendent Babin provided Trustees with an overview of the upcoming Budget meetings, and the topics to be covered at each session:

April 25, 2016 – Budget Deliberations, including;

- Overview of 2016-2017 Enrolment & 10-year enrolment trend
- Review of 2016-2017 GSN
 - o Ministry GSN briefing presentation
 - o Implementation of GSN Reforms
- 2016-2017 Community Use Rates

Monday, May 16, 2016 – Budget Deliberations, including;

- Deputations
- 2016-2017 Preliminary Operating Revenues
- Review of Accumulated Surplus Balances

Monday, May 30, 2016 – Budget Deliberations, including;

- 2016-2017 Preliminary Operating Expenditures
- 2016-2017 Preliminary Capital Revenues & Expenditures

Monday, June 6, 2016 – Meeting if needed

Monday, June 13, 2016 - Budget Deliberations, including;

- 2016-2017 Draft Budget
- 2016-2017 PSAB and Compliance Report
- Draft Budget Recommendation to Board on June 15th

All meetings to start at 5:30 PM.

In response to a query about how the Board solicits deputations, Superintendent Babin explained that information is posted on the LDSB website, a communication is sent directly to community partners, and through social media engagement.

This report was received for information.

2. Overview of Enrolment Trends

The Limestone District School Board has experienced significant enrolment declines since the Board amalgamation in 1998. Enrolment in 2011-2012 was 20,756 and is projected to be 19,265 in 2016/17, a decline of 1,491 students or about 7.2% as measured on an Average Daily Enrolment (ADE) basis.

Manager Toms clarified that the ADE calculation is based on a student being counted in the building on October 31 and again at March 31 to equal a count of 1 (ADE).

The 2016-2017 projected enrolment is 19,265 ADE, for a decrease of 137 ADE from 2015-2016 Revised Estimates. A decline of 88 ADE is projected at the secondary level and a decline of 49 ADE is projected at the elementary level. Over the next 5 years the current enrolment level of 19,402 (ADE) is forecasted to decline by about 260 (ADE) to 19,142 (ADE).

Trustee Mahoney inquired how the projections are calculated, and it was explained that our consultants, Baragar has produced the projections using a combination of enrolment retention rates, local provincial and federal information, area birth rates, migration rates, industry/employment trends, etc.

Ameresco, who is currently assisting the LDSB on the development of a new Long Term Accommodation plan, has reviewed the methodology used by Baragar to calculate the projections and are satisfied with the approach. data was sound.

Trending and retention rates for the LDSB have been very close to actual results on a year by year basis.

A request was made for a report of past projections compared to actual enrolment rates for the past several years.

A request was made for the actual numbers of enrolment for the LDSB at 1998.

This report was received for information.

3. 2016-17 GSN Funding Overview

i) Ministry GSN Briefing

Manager Baumann provided an update on the 2016-17 GSN Funding Overview.

Investments in Ontario's publicly funded education system continue to increase, with the 2016–17 GSN projected to be \$22.9 billion, an average of \$11,709 per pupil.

Due to the recent end of labour negotiations for the majority of the school board unions there have been a number of updates to the 2015-16 GSN, including a one-time, lump sum payment, and restoration of grid movement retroactive to September 1, 2015.

Funding through an increase in the salary benchmarks for teaching and non-teaching staff of 1.25 percent for the entire 2016-17 school year – to reflect negotiated increases of 1% on September 1st and 0.5% on the 98th day. The Ministry is implementing the same approach as in 2015-16, and will also work with all boards to develop strategies to promote employee well-being, manage absenteeism and reduce the associated costs.

One-time funding will be provided in 2015–16 for early payout of retirement gratuities based on the amount for the board that exceeds the amount funded (as of August 31, 2016).

Employee Health, Life & Dental Benefits will be transferring to a provincial trust model for most employee groups. The Ministry will provide a one-time investment to cover start-up costs, and to establish Claims Fluctuation Reserve for each trust.

EPO funding to support Board Action Plans (BAP) on First Nation, Métis, and Inuit Education will be transferred into the GSN. Funding will be allocated using a similar approach, but the 2016–17 formula will give greater weight to components that use voluntary, confidential Aboriginal student self-identification data (i.e., from 40% to 45% of the allocation).

The Ministry has analyzed 2011 National Household Survey (NHS) and Census data to determine whether data quality is sufficient for the purposes of updating components of the GSN. Starting in 2016–17, 2011 NHS / Census data updates will be phased in over three years within the following GSN Grants:

- First Nation, Métis, and Inuit Education Supplement: PPA Allocation (estimated \$4.5 million provincial investment at full maturity).
- Language Grant:
 - English as a Second Language / English Literacy Development (ESL/ELD) Allocation: Pupils in Canada (PIC) component; and,
 - Actualisation linguistique en français (ALF) Allocation: Per-Pupil component.

For 2016–17, \$500 million will be allocated to school boards through the SCI program to address the significant backlog in school renewal needs.

As announced in last year's GSN release, the Ministry will begin to take action to ensure compliance with the Full-Day Kindergarten and Primary provisions of the class size regulation (O. Reg. 132/12).

In 2014-15, after extensive consultations with stakeholder representatives, including the Special Education Funding Working Group, the Ministry began the four-year implementation of a new funding model for what will now be called the Differentiated Special Education Needs Amount (DSENA) Allocation (formerly High Needs Amount). This new funding model has resulted in an approximate \$1,203,969 decrease in the Differentiated Special Needs Amount (formerly High Needs Amount) for the 2016-17 school year in LDSB.

In 2016-17 school Boards will receive a 2% increase for transportation costs, and a 3.5 % increase for electricity and other utilities costs.

In response to a question it was clarified that the Principals and Vice Principals groups have reached an agreement, but that no details have been released yet. The Elementary Occasional Teachers group has not yet settled. A request for an update on these groups was requested for the Committee of the Whole (Education, Policy and Operations) meeting.

In response to a question it was clarified that all 2015-2016 LDSB classes are within Ministry class size requirements and that a new provincial focus on class sizes enforcement should not be an issue at LDSB.

- ii) Ongoing Implementation of GSN Reforms, School Board efficiencies and Modernization (SBEM), Administration & Governance and Special Education

To further balance reporting requirements while continuing to support Ministry core goals and priorities, several existing Ministry EPO programs will be transferred into the GSN in 2016–17:

- Funding for library staff, projected to be \$10M provincially in 2016–17, and Outdoor Education, projected to be \$17M provincially in 2016–17, will be included in the Learning Opportunities Grant (LOG).
- Funding for the Managing Information for Student Achievement (MISA) Local Capacity initiative, projected to be \$3.2M provincially in 2016–17, and Technology Enabled Learning and Teaching Contacts, projected to be \$7.6M provincially in 2016–17, will be included in the School Board Administration and Governance Grant.

In 2016–17, the Ministry will continue to implement reforms that began in prior years:

School Board Efficiencies and Modernization (SBEM):

- This upcoming school year (2016–17) is the second year of a three-year phase in of measures, introduced in 2015–16 to encourage the management of underutilized school space.

Special Education Grant:

- In 2014-15, after extensive consultations with stakeholder representatives, including the Special Education Funding Working Group, the Ministry began the four-year implementation of a new funding model for what will now be called the Differentiated Special Education Needs Amount (DSENA) Allocation (formerly High Needs Amount).

School Board Administration and Governance Grant:

- This upcoming school year (2016–17) is the third year of the four-year phase-in of the new allocation method, as recommended by the School Board Administration and Governance Advisory Group (BAAG). The new model will be fully implemented in 2017–18.

School Board Efficiencies & Modernization

Remote & Rural Allocation:

The remote & rural allocation supports the higher costs of purchasing goods and services for small boards as well as boards that are distant from major urban centres.

- SBEM change – distance to nearest urban city is now measured from board office to nearest major city (Ottawa 165Km) vs measurement from geographic centre of board to nearest urban city (Ottawa 235Km).
- As a result of the SBEM change the Board will see a grant reduction of over \$1.06M in remote & rural funding from the old model to the new model during the 3-year phase-in starting in 2015-2016

The rural and small community grant is being phased-in completely by 2017-2018. As a result of the SBEM change the Board will see a grant reduction of about \$150K in rural & small communities funding from the old model to the new model during the 3-year phase-in starting in 2015-2016.

As a result of the SBEM change the Board will see a grant reduction of about \$30K in supported schools allocation funding from the old model to the new model during the 3-year phase-in starting in 2015-2016.

Operations Allocation - Base & Enhanced Top-Up allocation addresses the costs of operating school facilities (heating, lighting, maintenance and cleaning). There are five components of the grant however, this significant SBEM changes focus on the Base & Enhanced Top-Up and Base School Operations:

- SBEM change – Eliminating the Base Top-Up support for school operations by 2017-2018. The Base Top-Up provides additional funding to boards with schools with excess space capacity. Schools at less than 65% utilization are provided with up a base top-up of 10% and schools at 65% to 80% are provided a base top-up of 15%.
- Introducing reduced distance thresholds for Enhanced Top-Up vs eligibility based upon rural postal codes. Eligible elementary school where next closest elementary or secondary school is at least 10 Km away. Eligible secondary school where next closest secondary school is at least 20 Km away.
- As a result of the SBEM change the Board will see a grant reduction of about \$1.3 million in Base & Enhanced Top-Up funding from the old model to the new model during the 3-year phase-in starting in 2015-2016.

The School Foundation grant supports the cost of in-school administration (salaries and benefits for principals, vice principals and office support staff), as well as supplies for school administration purposes:

- SBEM Change – will shift funding away from very small schools that are not isolated while investing in schools that are larger, remote or combined.
- Under the new allocation method there are three tiers of funding for supported, distant and regular schools (see page 8)
- As a result of the SBEM change the Board will see a grant increase of about \$136K in school foundation funding from the old model to the new model during the 3-year phase-in starting in 2015-2016.

The Differentiated Special Education Needs Amount (DSENA) Allocation (Formerly the High Needs Amount) addresses the variation among boards with respect to students with Special Education needs and boards' abilities to respond to those needs:

- The Ministry announced a new funding approach for this allocation, to be phased in over four years starting in 2014-2015. The four-year phase-in, which is fiscally neutral provincially will have redistributive impacts on school boards.
- The transition will phase out the historical HNA per-pupil amounts and moving to an allocation composed of the following three components: 1. Special Education Statistical Prediction Model (SESPM) 2. Measures of Variability (MOV) 3. Base Amount for Collaboration and Integration.
- The funding approach for Special Education is also impacted by in-year enrolment fluctuations, in the case of LDSB enrolment decline.

Superintendent Babin clarified that the changes to principal allocation dictates 1 full-time principal for each school with 150 or more students for elementary and 200 or more students for secondary. This change will affect many Boards across the province in how they staff schools, and will be a challenge.

It was confirmed that LDSB has deployed some VPs to more than one school, 'twinning' sites for some years.

Some school boards have been using a staffing model in rural areas where principals also teach. This has not been a practice in LDSB to date.

Trustees expressed a desire that funding constraints that will affect LDSB to be communicated to the public in a clear and transparent way.

Concern was expressed about the fact that the LDSB has historically reported a higher number of special education students than similarly sized Boards in Ontario, in light of the ongoing cuts to the special education funding for the Board.

It was reiterated that the amount of special education funding for the province as a whole has not decreased, but that the new calculation model has facilitated changes to the distribution of these funds to school boards.

An inquiry was made about how the LDSB's co-terminous boards had been affected by the new special education funding calculation model.

Director Rantz shared that a recent report from the Educational Services department showed that the reduction in funding has led to changes in how services will be delivered, and as a result, students will benefit from these changes. More information will be shared at an upcoming Budget meeting.

4. Community Use Rates

C. Downie, Outreach Coordinator, provided an update on how Community Use of Schools (CUS) rates are set annually using methodology that determines cost recovery. In the 2014-2015 school year the Limestone District School Board (LDSB) reported approximately 130,000 hours for CUS.

LDSB receives CUS funding from the Ministry of Education to assist with the expenses associated with CUS activities. The CUS funding amount for 2015-2016 is \$289,787. In addition, LDSB receives Priority School Initiative Funding (PSI) of \$136,000 for the following four schools: Amherstview PS, Cataraqui Woods ES, Rideau Heights PS and Granite Ridge Education Centre.

In 2014-2015 there were over 1,500 permits issued and over 130,000 community hours of school space across our Board. As reported to The Ministry in 2014-2015 the Board has utilized all CUS and PSI funding to offset operational costs and therefore reduce rates for community uses in all LDSB schools and in the case of PSI to offer the community free after-hour use of school space. The Board has set-up five Community User Group Categories:

Category A

The internal users and entities whose use of school space is systemic. This group includes polling stations for municipal, provincial or federal elections.

Category B

The non-profit entities or other public agencies that use the school facilities whose primary purpose is to provide programs and/or services that are designed and operated to advance the academic success and healthy lifestyles of youth in the community.

Category C

The non-profit entities or other public agencies that use the school facilities whose primary purpose is to provide programs and/or services that serve local neighbourhoods or communities, but are not explicitly designed and operated to advance the academic success and healthy lifestyles of the children in the school and where zero or nominal admission or participation fees are charged.

Category D

The non-profit or public entities that could be classed as Not-for-Profit Youth or Community but who by way of this activity, raise funds for their host organization or other entities from admission, participation, membership or other such fees.

Category E

The for-profit entities who are using the facility.

The Board has spent more on community use of schools than provided. This is mainly due to the low cost recovery rate applied for caretaking for community use on the weekends and holidays. Currently the Board charges \$15/hour on Saturdays and \$30/hour on Sundays and holidays for recovery of caretaking. It has been over six years since these rates were reviewed.

Caretaking costs for Saturdays per the CUPE collective agreement are at time and half and on Sundays/holidays at double time. The Board costs are \$28.20/hour for a custodian with benefits applied during the week and \$42.30/hour on Saturdays and \$56.41/hour on Sundays. As such there is a variance of over \$117,000 in current charges versus costs per the chart below representing 2014-2015 weekend usage.

Over the next two years, the staff assistance rate will move to a full cost recovery of caretaking costs for community use on the weekends and holidays, similar to what other school boards have done.

Starting in 2016-2017, the following rate changes will apply:

For Category B, C

The staff assistance rate will be increased from \$15/hour to \$28.20/hour on Saturdays and \$30/hour to \$42.30/hour on Sundays. This would be an increase of \$13.20 per hour on Saturdays and \$12.30 per hour on Sundays.

For Category D, E

The staff assistance rate will be increased from \$15/hour to \$42.30/hour on Saturdays and \$30/hour to \$56.41/hour on Sundays. This would be an increase of \$27.30 per hour on Saturdays and \$26.41 per hour on Sundays.

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

April 25, 2016

These rate increases would generate additional funds to offset the cost of the Board supporting community use events.

If these 2016-2017 rates were applied to 2014-2015 community usage, the staff assistance variance of \$117,815 would be reduced to \$47,709.

The Facility Services Department has prepared a 2016-2017 CUS - School Rental Rates for posting on the Board website and to share with current community user groups.

It was confirmed that the LDSB Cost Recovery model is in-line with co-terminous and other area boards.

Trustees were in agreement with the rates and expressed that that how the information is rolled out will be very important.

It was suggested that OPSBA could be asked to review how the funding decisions for the Priority Schools Initiative program are made.

It was noted that schools can also receive funding for nutrition programs due to socio-economic reasons, but are not the same schools as this program.

Superintendent Babin stated that communication with the City of Kingston concerning rates has been made and community partners will be provided with the new rate changes within the next week or so.

This report was received for information.

Other Business

None at this time.

Next Meeting Dates:

Monday, May 16, 2016 5:30 pm (Public Consultations)

Monday, May 30, 2016 5:30 pm (Budget Deliberations)

Monday, June 6, 2016 (if needed)

Monday, June 13, 2016 5:30 pm (Budget recommendation to the Board – June 15, 2016)

Adjournment

Trustee Murray called for a motion to adjourn the meeting.

MOVED BY: Trustee Garrod, seconded by Trustee Mahoney, that the meeting adjourn. Carried.

The meeting adjourned at 7:10 p.m.