



Hastings and Prince Edward District School Board

A Great Place to Learn and A Great Place to Work!

Dwayne Inch, Chair of the Board

Rob McGall, Director of Education

BUDGET COMMITTEE PUBLIC AGENDA June 11, 2012 – following closed session Board Room

Section	Item	Report No.	Resp.
A	Call to order		
	Delegations/presentations - None		
	Approval of agenda		
	Approval of minutes – May 28, 2012		
B	Recommendations		
	2012-2013 Budget approval	B-1	R. McGall D. Rutherford
C	Information		



**HASTINGS AND PRINCE EDWARD DISTRICT SCHOOL BOARD
BUDGET COMMITTEE
PUBLIC MEETING MINUTES
May 28, 2012**

Members present: M. Brant, S. Clements, B. Danes, J. Cobb, T. Goodfellow, M. Hall, D. Inch, Chair, L. Kyle, D. Patterson, J. Williams

Regrets:

Resource: C. DeMille, T. FitzGibbon, R. McGall, M. Norton, C. Portt, J. Rogers, D. Rutherford,

Minutes: J. Newman

Call to order

The meeting was called to order at 3:50 p.m.

Delegations/presentations

None

Approval of agenda

Moved: J. Williams

Seconded: J. Cobb

That the agenda be approved.

Carried

Approval of minutes

Moved: D. Patterson

Seconded: T. Goodfellow

That the minutes from the public meeting of May 22, 2012 be approved.

Carried

Information

Expense summary

It was agreed that the Budget Committee would bypass Report No. C-1 as no further discussion was required on this report which was also presented in Closed Session. Superintendent Rutherford went directly to Report No. C-2 and presented a comparative overview of capital expenses as they relate to Information Technology Services, Full Day Kindergarten capital projects and the new schools in Stirling and Tweed.

Clarification was provided regarding:

- school renewal and capital funding and the funds used to purchase window coverings for board buildings;
- tender timelines for the new schools in Tweed and Stirling. Director McGall advised that because of the tender timelines for the new school in Tweed a special board meeting may be required to approve the tender.

PSAB/Budget Compliance

Superintendent Rutherford provided a summary of the board's 2012-2013 overall financial position which included a reconciliation overview of revenue and expenses.

Clarification was provided regarding:

- calculation of expense amortization;
- vacation accrual payouts to employees;
- Ministry expectations regarding board deficits;
- the board's accumulated surplus balance upon approval of the 2012-2013 budget;
- overall outlook for teacher employment

Director McGall provided a closing statement summarizing the board's current budget position.

Trustees expressed their appreciation to all staff for their work and efforts in the preparation of the 2012-2013 Budget.

Next steps

A motion will be presented at the Budget Committee meeting on June 11, 2012 recommending that the Hastings and Prince Edward D.S.B. approve the 2012-2013 Budget.

The meeting adjourned at 4:20 p.m.



Decision **X** **Information** _____

To: The Chair and Members of the Budget Committee

From: Rob McGall, Director of Education
 Dave Rutherford, Superintendent of Business Services

Re: **2012-2013 Budget**

Purpose

To approve the capital and operating budgets for the 2012-2013 fiscal year in support of the board's system plan Achievement in Motion for Student Success.

Background

On March 29, 2012 the Ministry of Education released details of the 2012-2013 Grants for Student Needs (GSN). The provincial government indicated that the next school year would mark the transition from a time of significant annual increases in education funding to a more constrained fiscal environment. This factor, when combined with the impact of a projected further decline in student enrolment of 382 students was expected to result in a substantial operating deficit.

Preliminary financial projections by administration indicated the deficit would be approximately \$3 Million. The Board supported administration's goal of reducing the deficit to a level that would position the organization to operate within the funding and legislative guidelines of the Ministry of Education. With the impact of declining enrolment continuing for the next few years it was important to continue to bring operational costs in line with available funding.

Current situation

Budget adjustments across all components of the board's operations have brought the operating deficit to \$255,013 or .13 percent of the boards operating expenses. The Budget Committee is recommending that the deficit be offset by the Board's accumulated surplus which is projected to be approximately \$2 Million at August 31, 2012.

Details of the 2012-2013 revenue and expenditure projections are summarized in Appendix A. The 2012-2013 budget continues to support the board's system plan while maintaining the fiscal integrity of its operations. While additional work is necessary in future years, the Budget Committee is pleased with the progress made in aligning operational costs with available funding and supports the budget recommendation presented for approval.

Appendices

Appendix A – Revenue and Expense Projections

Recommendation

Moved:
Seconded:

That the Budget Committee recommends that Hastings and Prince Edward District School Board approve the 2012-2013 capital and operating budgets in the amounts of \$23,751,296 and \$191,927,941 as contained in Budget Committee Report No. B-1, dated June 11, 2012.

Respectfully submitted,

**Rob McGall
Director of Education**

**Dave Rutherford
Superintendent of Business Services**



2012-2013 BUDGET
MINISTRY OF EDUCATION SCHEDULE 1.1
CONSOLIDATED STATEMENT OF OPERATIONS

	<u>2010-2011</u> <u>Actual</u>	<u>2011-2012</u> <u>Estimates</u>	<u>2012-2013</u> <u>Estimates</u>
Pupil Foundation Grant	\$ 77,963,880	\$ 78,316,677	\$ 76,887,659
School Foundation Grant	\$ 13,111,138	12,987,710	12,767,049
Special Education	\$ 20,867,142	\$ 21,947,797	\$ 21,554,988
School Operations	16,513,789	16,698,911	16,955,650
Transportation	13,846,136	13,843,729	13,695,746
Teacher Qualifications and Experience	11,790,364	13,645,612	13,719,137
Board Administration and Governance	4,811,819	4,808,263	4,706,459
School Renewal	3,058,594	4,800,030	4,959,617
Debt Repayment (Interest Portion)	1,710,802	1,693,000	1,647,743
Learning Opportunities	2,776,737	2,692,896	2,661,289
Remote and Rural/Distant Schools	2,903,567	3,033,080	3,052,269
Language Allocation	1,889,129	1,889,524	1,867,777
Declining Enrolment Grant	1,476,267	1,083,106	872,715
Continuing Education	474,160	476,172	476,303
Program Enhancement	530,750	501,800	-
First nation, Metis and Inuit	1,388,375	1,036,410	867,993
Safe Schools	317,482	320,518	314,019
Community Use	243,983	247,017	245,112
OMERS Contribution	176,108	-	-
Restraint Savings	-	(137,145)	(137,145)
Sub total	\$ 175,850,222	\$ 179,885,107	\$ 177,114,380
Less Tangible Capital Assets	\$ (1,515,723)	\$ (1,329,850)	\$ (1,283,600)
Less School Renewal Capital	\$ (2,790,883)	\$ (1,797,311)	\$ (1,510,833)
Total	\$ 171,543,616	\$ 176,757,946	\$ 174,319,947



2012-2013 BUDGET GRANTS FOR STUDENT NEEDS

	<u>2010-2011 Actual</u>	<u>2011-2012 Estimates</u>	<u>2012-2013 Estimates</u>
Pupil Foundation Grant	\$ 77,963,880	\$ 78,316,677	\$ 76,887,659
School Foundation Grant	\$ 13,111,138	12,987,710	12,767,049
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2012-2013 BUDGET
MINISTRY OF EDUCATION SCHEDULE 10
EXPENSES (Excludes Capital)

	<u>2010-2011 Actual</u>	<u>2011-2012 Estimates</u>	<u>2012-2013 Estimates</u>
Instruction	\$ 143,469,855	\$ 143,006,306	\$ 141,571,563
Administration	\$ 6,469,100	6,294,696	6,089,684
Transportation	\$ 13,845,935	\$ 14,224,537	\$ 14,077,303
Pupil Accommodation	\$ 22,715,135	\$ 25,598,208	\$ 25,802,764
Other	\$ 4,915,389	\$ 5,260,110	\$ 4,386,627
Total Expenses	<u><u>\$ 191,415,414</u></u>	<u><u>\$ 194,383,857</u></u>	<u><u>\$ 191,927,941</u></u>

Schedule 10 - Expenses - Page 1

Expense Categories		Salaries and Wages	Employee Benefits	Staff Development	Supplies and Services	Interest Charges on Capital
		02	03	04	05	07
INSTRUCTION						
Classroom Teachers	51	82,565,492	8,964,195		0	
Supply Teachers	52	3,516,509	403,188			
Teacher assistants/Early Childhood Educator	53	11,090,385	2,842,184			
Textbooks/Supplies	55				3,636,965	
Computers	54				1,128,140	0
(Para)Prof./Tech.	56	3,258,641	819,716		173,550	
Library/Guidance	57	2,554,509	357,397		5,200	
Staff Develop.	58	646,785	11,558	409,320		
Department Heads	67	370,000	0			
Principals and VPs	61	7,277,848	629,878	20,000	65,200	
School Office	62	4,158,615	948,721	49,400	926,800	0
Coord. and Consult.	59	2,047,741	280,248		129,225	
Continuing Ed.	63	472,380	62,728	0	28,170	
Amortization and Write Downs	72					
Loss on disposal of TCA and assets held for sale	72.1					
Instruction Subtotal		117,958,905	15,319,813	478,720	6,093,250	0
ADMINISTRATION						
Trustees	64	110,831	2,905	31,000	44,500	
Dir./Supv. Officers	65	1,135,725	136,056	14,500	37,050	
Board Admin.	66	2,356,209	533,607	119,900	752,539	0
Amortization and Write Downs	73					
Loss on disposal of TCA and assets held for sale	73.1					
Administration Subtotal		3,602,765	672,568	165,400	834,089	0
TRANSPORTATION						
Pupil Transp.	68	0	0	0	0	0
Transp.- Prov. sch.	69	0	0	0	0	
Amortization and Write Downs	74					
Loss on disposal of TCA and assets held for sale	74.1					
Transportation Subtotal		0	0	0	0	0
PUPIL ACCOMMODATION						
Sch. Oper./Maint.	70	7,688,774	1,988,562	21,800	6,181,410	0
School Renewal	71				3,448,784	0
Other Pupil Accommodation	77				0	1,744,129
Amortization and Write Downs	75					
Loss on disposal of TCA and assets held for sale	80.1					
Pupil Accommodation Subtotal		7,688,774	1,988,562	21,800	9,630,194	1,744,129
OTHER						
School Generated Funds	79				4,386,627	
Other Non-Oper. Expenses	78	0	0	0	0	
Amortization and Write Downs	76					
Loss on disposal of TCA and assets held for sale	76.1					
Provision for contingencies	80					
Subtotal - Other		0	0	0	4,386,627	
TOTAL EXPENSES	90	129,250,444	17,980,943	665,920	20,944,160	1,744,129
		02	03	04	05	07

Schedule 10 - Expenses - Page 2

Expense Categories		Rental Expense	Fees & Contract. Serv.	Other	Transfer to Other Boards	Amortization and Write Downs & Net loss on disposal	Total Expenses
		08	09	10	11	12	13
INSTRUCTION							
Class. Teachers	51	0	0				91,529,687
Supply Teachers	52						3,919,697
Teacher assistants/Early Childhood Educator	53						13,932,569
Texts./Supplies	55	268,000	66,800	4,000			3,975,765
Computers	54	0	0				1,128,140
Prof/ParaProf/Tech.	56	5,000	115,000	0			4,371,907
Library/Guidance	57		0	0			2,917,106
Staff Develop.	58			0			1,067,663
Department Heads	67						370,000
Principals and VPs	61			0			7,992,926
School Office	62	0	227,000		0		6,310,536
Coord. and Consult.	59	0	10,099	0	0		2,467,313
Continuing Ed.	63	6,100	0	0	0		569,378
Amortization and Write Downs	72					1,018,876	1,018,876
Loss on disposal of TCA and assets held for sale	72.1					0	0
Instruction Subtotal		279,100	418,899	4,000	0	1,018,876	141,571,563
ADMINISTRATION							
Trustees	64			0			189,236
Dir./Supv. Officers	65			5,000	0		1,328,331
Board Admin.	66	38,300	451,220	152,430	0		4,404,205
Amortization and Write Downs	73					167,912	167,912
Loss on disposal of TCA and assets held for sale	73.1					0	0
Administration Subtotal		38,300	451,220	157,430	0	167,912	6,089,684
TRANSPORTATION							
Pupil Transp.	68	0	13,914,602	0	0		13,914,602
Transp. - Prov. sch.	69	0	142,758	0	0		142,758
Amortization and Write Downs	74					19,943	19,943
Loss on disposal of TCA and assets held for sale	74.1					0	0
Transportation Subtotal		0	14,057,360	0	0	19,943	14,077,303
PUPIL ACCOMMODATION							
Sch. Oper./Maint.	70	30,000	804,500	40,000			16,755,046
School Renewal	71		0	0			3,448,784
Other Pupil Accommodation	77	0	0	0	0		1,744,129
Amortization and Write Downs	75					3,854,805	3,854,805
Loss on disposal of TCA and assets held for sale	80.1					0	0
Pupil Accommodation Subtotal		30,000	804,500	40,000	0	3,854,805	25,802,764
OTHER							
School Generated Funds	79						4,386,627
Other Non-Oper. Expenses	78			0	0		0
Amortization and Write Downs	76					0	0
Loss on disposal of TCA and assets held for sale	76.1					0	0
Provision for contingencies	80						0
Subtotal - Other				0	0	0	4,386,627
TOTAL EXPENSES	90	347,400	15,731,979	201,430	0	5,061,536	191,927,941
		08	09	10	11	12	13



2012-2013 BUDGET
MINISTRY OF EDUCATION SCHEDULE 3
CAPITAL EXPENSE SUMMARY

	<u>2010-2011</u> Actual	<u>2011-2012</u> Estimates	<u>2012-2013</u> Estimates
Minor Capital Assets (Furniture, computers, vehicles)	\$ 1,555,723	\$ 1,431,950	\$ 1,283,600
Land, Buildings, Construction in Progress			
Athol-South Marysburgh P.S.	\$ 1,309,984	\$ -	\$ -
York River P.S.	\$ 3,820,008		
Prince Charles P.S. (Belleville)	\$ 5,756,170	\$ 1,300,000	\$ -
Sir John A. Macdonald P.S.	\$ 2,645,776	\$ -	\$ -
Full Day Kindergarten	\$ -	\$ 2,448,456	\$ 6,422,039
Other (Interest, small projects)	\$ 454,533	\$ 497,311	\$ 440,399
New Stirling and Tweed Schools	\$ -	\$ -	\$ 15,605,258
	<u>\$ 15,542,194</u>	<u>\$ 5,677,717</u>	<u>\$ 23,751,296</u>