



Office of The Superintendent of Business

Jim McCuaig Education Centre
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BUDGET COMMITTEE MEETING
Monday, December 17, 2012
Jim McCuaig Education Centre

George Saarinen
Chair

Marg Arnone
Vice Chair

AGENDA

PUBLIC SESSION
9:30 A.M. – In the Board Room

	<u>Resource Person</u>	<u>Pages</u>
1. Call to Order		
2. Disclosure of Conflict of Interest		
3. Approval of the Agenda		
4. Delegations		
5. Confirmation of Minutes		
5.1 Budget Committee Meeting - June 19, 2012	G. Saarinen	1-2
6. Business Arising from the Minutes		

MATTERS NOT REQUIRING A DECISION:

7. Information Reports
8. First Reports

MATTERS FOR DECISION:

9. Postponed Reports
10. Ad Hoc and Special Committee Reports

Trustees (Chair and Vice-Chair) and presenters of reports will be available for comment after the Meeting.

		<u>Resource Person</u>	<u>Pages</u>
11.	New Reports		
	11.1 2012-2013 Revised Budget (008-13)	D. Wright	3-8
	<i>It is recommended that Lakehead District School Board approve the 2012-2013 Revised Budget as outlined in Report No. 008-13, 2012-2013 Revised Budget.</i>		
12.	New Business		
13.	Notices of Motion		
14.	Information and Inquiries		
15.	Adjournment		

<p>Trustees (Chair and Vice-Chair) and presenters of reports will be available for comment after the Meeting.</p>

LAKEHEAD DISTRICT SCHOOL BOARD

MINUTES OF BUDGET COMMITTEE

Jim McCuaig Education Centre
Board Room
Thunder Bay, ON

2012 JUN 19

TRUSTEES PRESENT:

George Saarinen (Chair)
Marg Arnone (Vice Chair)
Pat Johansen
Lori Lukinuk

Deborah Massaro (via teleconference)
Ron Oikonen
Jack Playford
Karen Wilson

TRUSTEES ABSENT, WITH REGRET:

Stephanie Philp (Student Trustee)

SENIOR ADMINISTRATION:

Catherine Siemieniuk, Director of Education
Colleen Kappel, Superintendent of Education
Ian MacRae, Superintendent of Education
Sherri-Lynne Pharand, Superintendent of Education
Kathy Pozihun, Superintendent of Business

PUBLIC SESSION:

1. **Call To Order**

Chair Saarinen called the meeting to order at 5:00 p.m.

2. **Declarations of Conflict of Interest**

There were no declarations of conflict of interest.

3. **Approval of Agenda**

Moved by Trustee Wilson

Seconded by Trustee Lukinuk

"THAT the Agenda for Budget Committee Meeting June 19, 2012 be approved."

CARRIED

4. Approval of Minutes

Moved by Trustee Oikonen

Seconded by Trustee Arnone

“THAT the Budget Committee approve the Minutes of the Budget Committee Meeting June 5, 2012.”

CARRIED

5. Business Arising From The Minutes

Responses to Trustees questions pertaining to the Preliminary Budget were provided by Kathy Pozihun, Superintendent of Business, as follows:

- 5.1 The reduction in external revenue at Continuing Education is due to a decrease in miscellaneous revenue generated from one time projects.
- 5.2 City of Thunder Bay Transit bus passes are used only for Co-op and Special Programs. In 2011-2012, 1,000 20-ride passes and 460 10-ride passes were purchased.
- 5.3 The rental of facilities costs in the Plant Services budget is for large group training of CUPE members that would occur on PA days and/or March Break.
- 5.4 Reports on Community Use of Schools and Cafeterias will be presented to the Board during the 2012-2013 school year.
- 5.5 Membership costs for Ontario Association of School Business Officials (OASBO) are fixed at \$226.00 per member and are not based on enrolment.

6. 2012-2013 Budget (082-12)

Kathy Pozihun, Superintendent of Business, presented the report. Trustee questions were addressed.

Moved by Trustee Wilson

Seconded by Trustee Oikonen

“THAT Lakehead District School Board approve the 2012-2013 operating and capital budget of \$131,365,230.”

CARRIED

7. Adjournment

Moved by Trustee Arnone

Seconded by Trustee Lukinuk

“THAT we do now adjourn at 5:40 p.m.”

CARRIED

LAKEHEAD PUBLIC SCHOOLS
OFFICE OF THE DIRECTOR OF EDUCATION

2012 DEC 17
Report No.008-13

TO THE CHAIR AND MEMBERS OF
THE BUDGET COMMITTEE – Public Session

RE: 2012-2013 REVISED BUDGET

1. Background

- 1.1 On an annual basis, the Ministry of Education requires school boards in Ontario to submit a balanced budget in accordance with Grants for Student Needs legislation.
- 1.2 The funding regulation for the 2012-2013 fiscal year was released by the Ministry of Education on March 29, 2012. Although many of the anticipated changes to the GSN's were included in the announcement, several new funding constraints were also announced that presented a significant challenge in preparing the 2012-2013 budget. The 2012-2013 Budget was approved by the Board at the June 26, 2012 Regular Board Meeting.
- 1.3 To coincide with October 31st enrolment, school boards are required to submit Revised Budget submissions to the Ministry of Education by December 14, 2012.

2. Situation

- 2.1 As indicated in memorandum 2012:B14, the 2012-2013 *“Revised Estimates require approval by Board motion given the potential significant changes from what was assumed at Estimates.”*
- 2.2 Administration has concluding its preparation of the 2012-2013 revised budget as outlined in Appendix A, “2012-2013 Revised Revenues”, and Appendix B, “2012-2013 Revised Operating Expenditure Summary”.

RECOMMENDATION

It is recommended that Lakehead District School Board approve the 2012-2013 Revised Budget as outlined in Report No. 008-13, 2012-2013 Revised Budget.

Respectfully submitted,

KIRSTI ALAKSA
Manager of Financial Services

DAVID WRIGHT
Superintendent of Business

CATHERINE SIEMIENIUK
Director of Education

GRANTS	2012-2013 ESTIMATES REVENUES	2012-2013 REVISED ESTIMATES REVENUES	VARIANCE
GENERAL LEGISLATIVE GRANTS			
OPERATING GRANTS			
Pupil Foundation Allocation	\$ 46,263,510	\$ 46,349,760	\$ 86,250
Special Education	\$ 14,456,123	\$ 14,524,040	\$ 67,917
School Foundation	\$ 7,694,539	\$ 7,731,106	\$ 36,567
Language	\$ 1,368,888	\$ 1,336,540	\$ (32,348)
Remote & Rural	\$ 4,651,550	\$ 4,690,290	\$ 38,740
Learning Opportunity	\$ 1,936,449	\$ 1,938,244	\$ 1,795
Continuing Education	\$ 809,202	\$ 805,981	\$ (3,221)
Teacher Qualification & Experience	\$ 8,453,209	\$ 8,422,071	\$ (31,138)
New Teacher Induction Program	\$ 82,133	\$ 82,133	
Transportation	\$ 6,230,701	\$ 6,249,763	\$ 19,062
Administration & Governance	\$ 3,647,683	\$ 3,662,847	\$ 15,164
School Operations	\$ 10,013,742	\$ 10,035,518	\$ 21,776
Community Use of Schools	\$ 145,121	\$ 145,121	
Declining Enrolment Adjustment	\$ 1,526,720	\$ 1,419,570	\$(107,150)
Program Enhancement	\$ -	\$ -	
First Nation, Metis & Inuit Education	\$ 1,212,305	\$ 1,193,315	\$ (18,990)
Safe Schools	\$ 169,240	\$ 170,286	\$ 1,046
Restraint Savings	\$ (93,161)	\$ (93,161)	
TOTAL OPERATING GRANTS	\$108,567,954	\$108,663,424	\$ 95,470
School Renewal	\$ 2,438,612	\$ 2,892,849	\$ 454,237
School Condition Improvement	\$ 1,256,811	\$ 1,256,811	
Capital Debt Support Payments	\$ 2,095,958	\$ 2,095,958	
Full Day Kindergarten	\$ 1,053,542	\$ 2,235,990	\$1,182,448
Capital Priorities		\$ 881,979	\$ 881,979
GPL		\$ 472,483	\$ 472,483
Short Term Financing	\$ 59,540	\$ 59,726	\$ 186
Deferred Capital Contributions *estimate	\$ 6,187,112	\$ 6,306,153	\$ 119,041
Permanent Financing of NPF - Board 55 Trust	\$ 99,067	\$ 99,067	
TOTAL GRANT ALLOCATION	\$121,758,596	\$124,964,440	\$3,205,844

GRANTS	2012-2013 ESTIMATES REVENUES	2012-2013 REVISED ESTIMATES REVENUES	VARIANCE
OTHER REVENUE			
Government of Canada - Tuition	\$ 2,692,231	\$ 2,726,351	\$ 34,120
Full Day Kindergarten ELP	\$ 3,308,229	\$ 3,308,229	
INAC Special Education Funding	\$ 200,000	\$ 200,000	
Ministry of Citizenship	\$ 73,920	\$ 73,920	
Rental Revenue	\$ 268,954	\$ 268,954	
Fee for Service Programs	\$ 121,500	\$ 121,500	
Other School Boards	\$ 100,800	\$ 100,800	
Cafeteria	\$ 460,000	\$ 460,000	
Interest	\$ 175,000	\$ 175,000	
Kingfisher	\$ 40,000	\$ 40,000	
School Fundraising	\$ 2,100,000	\$ 2,100,000	
Miscellaneous	\$ 66,000	\$ 66,000	
TOTAL OTHER REVENUE	\$ 9,606,634	\$ 9,640,754	\$ 34,120
TOTAL REVENUE	\$131,365,230	\$134,605,194	\$3,239,964

2012-2013 EXPENDITURE SUMMARY

NAME	2012-2013 Estimates	2012 - 2013 Revised Estimates	Variance
SCHOOL BASED TEACHING AND SUPPORT STAFF			
Elementary Day School (including Full Day Kindergarten)	\$ 30,615,204	\$ 30,534,221	\$ (80,983)
Secondary Day School	\$ 23,920,363	\$ 24,005,288	\$ 84,925
Alternative Education	\$ 30,000	\$ 30,000	
Safe Schools	\$ 133,119	\$ 133,119	
Noon Hour Supervision	\$ 300,931	\$ 300,931	
Early Childhood Educators (including Full Day Kindergarten)	\$ 1,611,934	\$ 1,611,934	
Library Information Technicians	\$ 1,077,442	\$ 1,077,442	
School Administration	\$ 5,350,015	\$ 5,425,015	\$ 75,000
School Offices	\$ 2,779,109	\$ 2,779,109	
Continuing Education	\$ 1,102,867	\$ 1,102,867	
Attendance/Social Workers	\$ 521,231	\$ 521,231	
SPECIAL EDUCATION			
Special Education Day School	\$ 4,556,169	\$ 4,556,169	
Educational Assistants	\$ 8,814,093	\$ 8,814,093	
Special Education Program Support	\$ 1,107,842	\$ 1,107,842	
Section 23 Programs	\$ 703,389	\$ 703,389	

NAME	2012-2013 Estimates	2012 - 2013 Revised Estimates	Variance
SCHOOL BASED SERVICES & RESOURCES			
School Supplies and Resources	\$ 1,766,845	\$ 1,786,845	\$ 20,000
Secondary Technology Education	\$ 219,325	\$ 219,325	
Kingfisher	\$ 305,468	\$ 305,468	
Instructional Materials Centre	\$ 203,240	\$ 203,240	
Transportation - Home to School	\$ 5,996,458	\$ 5,996,458	
Co-Curricular Activities	\$ 374,417	\$ 374,417	
Plant Services	\$ 10,097,441	\$ 10,128,089	\$ 30,648
Plant Maintenance	\$ 2,251,389	\$ 2,251,389	
Community Use of Schools	\$ 100,000	\$ 100,000	
Cafeteria	\$ 577,340	\$ 577,340	
Distribution	\$ 75,629	\$ 75,629	
Territorial Student Program	\$ 347,923	\$ 347,923	
CENTRAL SUPPORT TO SCHOOLS			
Instructional Services	\$ 1,926,975	\$ 1,926,975	
Student Success	\$ 372,065	\$ 372,065	
School Effectiveness	\$ 195,730	\$ 195,730	
Computer Services	\$ 833,171	\$ 833,171	
Technical Services	\$ 858,966	\$ 858,966	
Technology & Equipment	\$ 344,635	\$ 344,635	
Property Services Administration	\$ 648,467	\$ 648,467	
Health & Safety	\$ 116,476	\$ 116,476	
Rehabilitation	\$ 158,575	\$ 158,575	
Business Services	\$ 1,549,410	\$ 1,549,410	
Payroll	\$ 393,817	\$ 393,817	
Human Resources	\$ 979,603	\$ 979,603	

NAME	2012-2013 Estimates	2012 - 2013 Revised Estimates	Variance
GOVERNANCE			
Trustees	\$ 166,408	\$ 166,408	
Directors Office	\$ 704,776	\$ 704,776	
Instructional/Corporate Administration	\$ 711,700	\$ 711,700	
OTHER			
Benefits	\$ 379,694	\$ 379,694	
Additional Requirement - Retirement Gratuity	\$ 359,131	\$ 359,131	
Interest on borrowing	\$ 75,000	\$ 75,000	
Debentures	\$ 2,155,499	\$ 2,155,685	\$ 186
Contingency	\$ 300,000	\$ 300,000	
Capital Expense	\$ 3,695,423	\$ 5,504,122	\$1,808,699
Full Day Kindergarten Capital	\$ 1,053,542	\$ 2,235,990	\$1,182,448
Amortization Expense	\$ 6,247,917	\$ 6,366,958	\$ 119,041
School Fundraising	\$ 2,100,000	\$ 2,100,000	
School Board 55 Trust Financing	\$ 99,067	\$ 99,067	
TOTAL EXPENSES	\$ 131,365,230	\$ 134,605,194	\$3,239,964