



# Finance Committee Meeting

Monday, February 12, 2024

6:30 p.m.

Education Centre Boardroom

## AGENDA

### A - 1 **Opening Call to Order**

(a) Roll Call

(b) Declaration of Conflict of Interest

(c) Welcome/Land Acknowledgement

*The Grand Erie District School Board recognizes Six Nations of the Grand River and Mississaugas of the Credit First Nation, as the longstanding peoples of this territory. We honour, recognize, and respect these communities as well as all First Nations, Métis and Inuit Peoples who reside within the Grand Erie District School Board. We are all stewards of these lands and waters where we now gather, learn and play, and commit to working together in the spirit of Reconciliation.*

### B - 1 **Approval of the Agenda**

*"THAT the Finance Committee Meeting agenda be approved."*

### C - 1 **Approval of the Minutes**

\* *"THAT the Minutes of the Finance Committee meeting dated December 4, 2023 be approved."*

### D - 1 **Business Arising from Minutes and/or Previous Meetings**

#### E - 1 **New Business**

\* (a) French Immersion Review Update (J. White, L. Munro)

**Recommended Motion:**

*"THAT a working committee is established to review the K-3 program offering and consolidation of French Immersion to River Heights Public School effective September 2024, and that a recommendation is forwarded to a Regular Board meeting for approval no later than March 2024."*

\* (b) Boundary Review: Graham Bell-Victoria Public School and Grandview Public School (R. Wyszynski, L. Thompson)

**Recommended Motion:**

*"THAT the amended Grade 7-8 school boundaries for Graham Bell-Victoria Public School, and Grandview Public School, as outlined in Figure 1, effective September 1, 2024 be forwarded to the February 26, 2024 Regular Board meeting for approval."*

\* (c) Elgin Avenue Public School Renovation (R. Wyszynski, R. Vankerrebroeck)

**Recommended Motion:**

*"THAT the Elgin Avenue Public School renovation scope and related tender documents be forwarded to the February 26, 2024 Regular Board meeting for approval."*

\* (d) Enrolment vs Capacity by School Report (R. Wyszynski) (I)

(e) Paris District High School Track Fundraising Update (R. Wyszynski) (I)

\* (f) Pride of Place and Community Partnership Incentive Program Report (R. Wyszynski) (I)

\* (g) Budget Process 2024-25 (R. Wyszynski) (I)

### F - 1 **Other Business** - Nil

### G - 1 **Adjournment**

*"THAT the Finance Committee meeting be adjourned."*

### H - 1 **Next Meeting Date:** April 8, 2024



# Finance Committee Meeting

Monday, December 4, 2023

6:45 p.m.

Education Centre Boardroom

## MINUTES

**Present:** Committee Chair: B. Doyle, Trustees: J. Bradford, S. Gibson, L. Passmore, E. Thomas (MS Teams), T. Waldschmidt

**Administration:** Director: J. Roberto, Superintendents: R. Wyszynski, J. Tozer, Recording Secretary: Christina Dero

**Guests:** Manager of Business Services, C. Smith (MS Teams), Budget and Grants Supervisor, A. Van Doorn (MS Teams)

A - 1 **Opening**

(a) **Roll Call**

The meeting was called to order by Committee Chair B. Doyle at 6:46 p.m. and roll call was confirmed.

(b) **Declaration of Conflict of Interest** – Nil

(c) **Welcome/Land Acknowledgment Statement**

Committee Chair B. Doyle read the Land Acknowledgement Statement.

B - 1 **Approval of the Agenda**

Moved by: J. Bradford

Seconded by: S. Gibson

THAT the Finance Committee agenda be approved.

**Carried**

C - 1 **Approval of Minutes**

(a) **November 13, 2023**

Moved by: T. Waldschmidt

Seconded by: L. Passmore

THAT the Minutes of the Finance Committee dated November 13, 2023, be approved.

**Carried**

D - 1 **Business Arising from Minutes/Previous Meetings** – Nil

E - 1 **New Business**

(a) **Revised Budget Estimates 2023-24**

Presented as printed.

Moved by: T. Waldschmidt

Seconded by: J. Bradford

THAT the Revised Budget Estimates 2023-24 be forwarded to the December 11, 2023, Regular Board Meeting for approval.

**Carried**



## Finance Committee Meeting

Monday, December 4, 2023

6:45 p.m.

Education Centre Boardroom

### MINUTES

Superintendent Wyszynski presented a balanced budget, that highlighted substantial enrollment growth, which lead to significant revenue changes and changes to expenditures.

In response to questions, Superintendent Wyszynski:

- listed areas of population growth in the district and noted the strategies used to address the pressures
- student enrollment is monitored monthly, and revenues and expenditures are adjusted accordingly
- direction is taken from the Ministry of Education with regards to benchmarks for increased salary costs due to negotiations.

F - 1 **Other Business** – Nil

G - 1 **Adjournment**

Moved by: S. Gibson

Seconded by: L. Passmore

THAT the Finance Committee meeting be adjourned.

**Carried**

The meeting adjourned at 7:15 p.m.

H - 1 **Next Meeting Date:** February 12, 2024



# Grand Erie District School Board

**TO:** JoAnna Roberto, Ph. D., Director of Education & Secretary of the Board  
**FROM:** Julie White, Superintendent of Education  
Lisa Munro, Superintendent of Curriculum and Student Achievement  
**RE:** **French Immersion Review Update**  
**DATE:** February 12, 2024

**Recommended Motion:** Moved by \_\_\_\_\_ Seconded by \_\_\_\_\_  
THAT a working committee is established to review the K-3 program offering and consolidation of French Immersion to River Heights Public School effective September 2024, and that a recommendation is forwarded to a Regular Board meeting for approval no later than March 2024.

### Background

On June 8, 2020, the Board of Trustees approved the establishment of a French Immersion Ad Hoc Committee. The establishment of this committee was deferred on August 31, 2020, due to the pandemic. The French Immersion Special Ad Hoc Committee was eventually established on April 11, 2022.

The [Long-Term Accommodation Plan](#) (LTAP) 2023-2028 was conducted and presented to the Board of Trustees in the fall of 2023. As part of the review, the LTAP included a recommendation to address French Immersion accommodation at Caledonia Centennial Public School and River Heights Public School. As a follow-up to the LTAP, a Program Delivery Review was conducted with a recommendation to address the high utilization rate at Caledonia Centennial Public School by moving the Kindergarten to Grade 3 French Immersion program to River Heights Public School.

The accommodation pressure at Caledonia Centennial Public School requires the relocation of students to River Heights Public School. Senior Administration and the Planning Department recommend relocating the existing Kindergarten to Grade 3 French Immersion program to River Heights Public School for September 2024.

### Additional Information

Currently, Caledonia Centennial Public School is organized as a dual track English/French Immersion school with students attending English Track from Kindergarten to Grade 8 and French Immersion students from Kindergarten to Grade 3 with French Immersion students transferring to River Heights Public School for Grade 4 to Grade 8. River Heights Public School is a dual track English/French Immersion school with English students attending English Track from Kindergarten to Grade 8 and French Immersion students attending from Grade 4 to Grade 8.

The goals of the French Immersion program include developing fluency in the French language; learning about Francophone cultures around the world; and gaining an understanding of Canada's bilingual heritage and the value of being multi-lingual.

This move will eliminate a second transition for French Immersion students between schools and present a more fulsome and seamless opportunity for educators to collaborate and share



resources. Schools with large populations of French Immersion learners can provide greater French-language learning opportunities (e.g., announcements/assemblies in French, hallway/recess conversations in French, enhanced French resources in libraries and classrooms. of Canada's bilingual heritage and the value of being multi-lingual.

The consolidation of the French Immersion program will impact approximately 80 current French Immersion students from Caledonia Centennial Public School who will relocate to River Heights Public School in September 2024. The program change will also require new French Immersion registrants for Kindergarten to register at River Heights Public School.

Currently Caledonia Centennial Public School is at 163 % capacity utilization and River Heights Public School is 90% capacity utilization. The proposed change would see a capacity utilization of 135% at Caledonia Centennial Public School and 105% at River Heights Public School. Moving 3-4 portables from Caledonia Centennial Public School to River Heights Public School would release more playground space at Caledonia Centennial Public School. As a result, the relocation will reduce the required number of portables at Caledonia Centennial Public School and improve the utilization of the school.

### **Next Steps**

Next steps will include communication with schools and the establishment of a working committee that will include representation from Senior Administration, school Administration, staff, parent(s)/caregiver(s), students, Communications and Community Relations and Facility Services to support the transition. The relocation of this program will include communication to inform families, students, and staff. New kindergarten student registrations and opportunities for transition activities for both parents and students will be provided.

Human Resources, Transportation, Facility Services, Specialized Services, Communications and Curriculum and Student Achievement departments will work together to support the transition to ensure timelines are in place to address moving portables, resources, and to support transition events. A more fulsome report of the French Immersion Review will be presented to the Policy and Program Committee in March that will include information on Secondary French Immersion delivery models, entry dates into French Immersion and lottery systems and enrollment caps.

### **Grand Erie Multi-Year Plan**

This report supports the Belonging indicator of Learn Lead Inspire and the following statement: We build a culture of belonging to support an equitable, inclusive, and responsive environment for each learner.

Respectfully Submitted,

Julie White, Superintendent of Education  
Lisa Munro, Superintendent of Curriculum and  
Student Achievement



# Grand Erie District School Board

**TO:** JoAnna Roberto, Ph. D., Director of Education & Secretary of the Board  
**FROM:** Rafal Wyszynski, Superintendent of Business & Treasurer  
**RE:** **Boundary Review: Graham Bell-Victoria Public School and Grandview Public School**  
**DATE:** February 12, 2024

**Recommended Motion:** Moved by \_\_\_\_\_ Seconded by \_\_\_\_\_  
THAT the amended Grade 7-8 school boundaries for Graham Bell-Victoria Public School, and Grandview Public School, as outlined in Figure 1, effective September 1, 2024 be forwarded to the February 26, 2024 Regular Board meeting for approval.

## Background

The Grand Erie District Board of Trustees approved the commencement of a Boundary Review for Graham Bell-Victoria and Grandview Public Schools on November 27, 2023.

Graham Bell-Victoria Public School is a Kindergarten to Grade 6 school. Students complete Grade 6 then proceed to attend Grandview Public School for Grades 7 and 8. The Boundary Review explored the possibility of adding Grades 7 and 8 to Graham Bell-Victoria Public School, so that both schools would offer Kindergarten to Grade 8 programming.

## Process

Following the approval of this boundary review on November 27, 2023, and in accordance with the steps outlined in [Boundary Reviews Policy \(FA-08\)](#), a Boundary Review Special Ad Hoc Committee was struck. The committee met between December 2023 and January 2024 to review options and gather community feedback during public meetings. A full list of meetings, agendas, presentations, and minutes from these meetings can be found on the [Boundary Review](#) website.

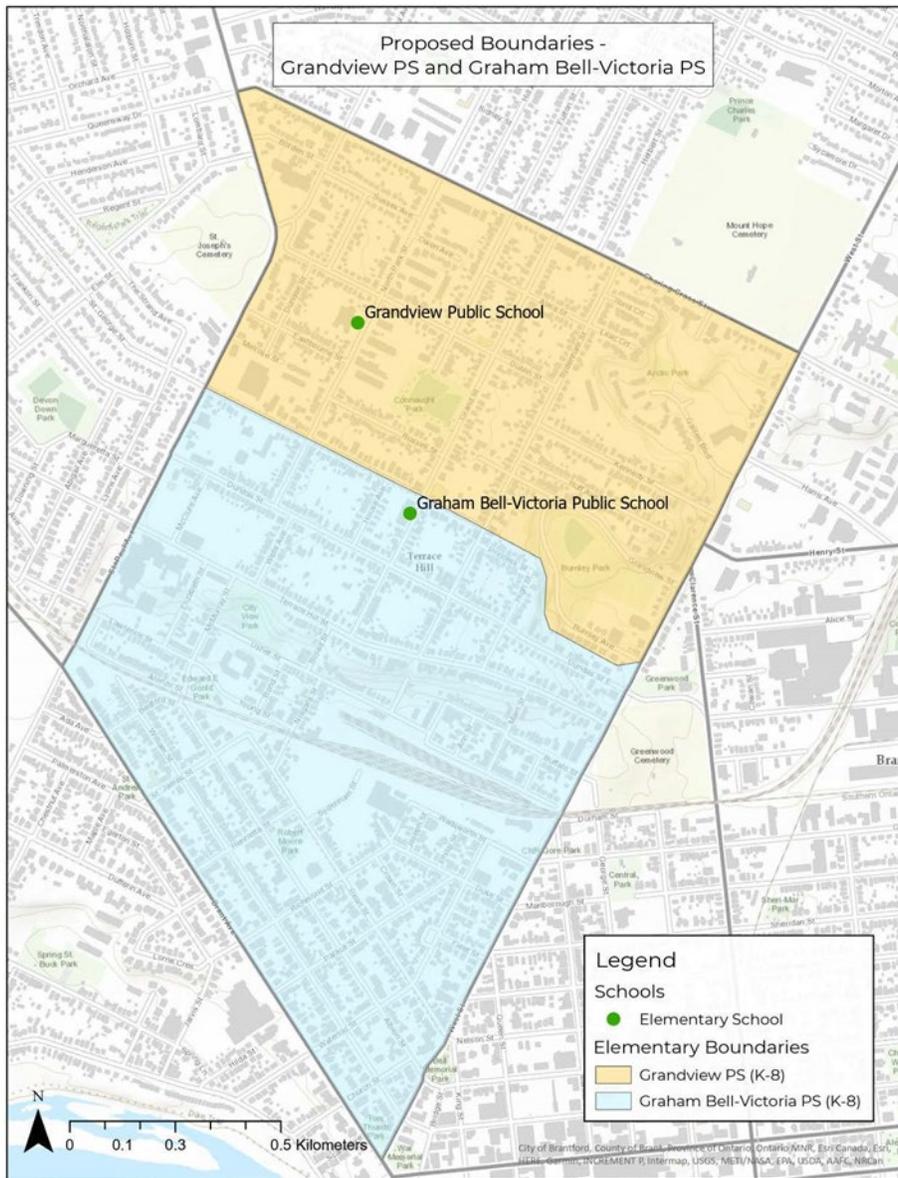
The objective was to have a report to the Finance Committee and a recommended motion to be forwarded to the Board in February 2024 where changes can be made effective for the 2024-25 school year.

## Recommendation

As of September 2024, Graham Bell Victoria Public School would offer Grades K-8. Grandview Public School would continue to offer Grades K-8 (**See Fig. 1**).

The proposed boundary adjustment would address community concerns regarding multiple transitions for students before secondary school, and difficulties coordinating sibling childcare for families with students at both schools. Both schools have available capacity to implement these changes without the need for portables or interior renovations (**See Table 1**).

This adjustment would impact approximately 24 students (estimated for 2024-25) who reside within the current Graham Bell-Victoria K-6 boundary but would now be eligible to attend Graham Bell-Victoria Public School for Grades 7 and 8.



**Fig. 1 – Proposed boundary adjustment Graham Bell-Victoria, Grandview Public Schools**

	School	Capacity	Year										
			2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033
<b>Total</b>	Grandview PS	334	162	124	122	123	126	131	130	134	127	131	126
<b>Enrolments</b>	Graham Bell-Victoria PS	305	162	195	200	211	215	214	217	209	201	199	199
<b>Utilization</b>	Grandview PS	334	49%	37%	37%	37%	38%	39%	39%	40%	38%	39%	38%
	Graham Bell-Victoria PS	305	53%	64%	66%	69%	70%	70%	71%	69%	66%	65%	65%

**Table 1 – Current (2023), and projected enrolments for proposed boundary adjustments.**

Feedback received at the committee and public meetings has been positive. The committee, along with community support, are fully dedicated to facilitating smooth transitions and providing robust support structures within the schools. Additionally, they are actively working to establish legacy provisions to accommodate students impacted by the proposed boundary adjustment.

There are minimal impacts to transportation eligibility with the proposed boundary adjustments. Based on current student distribution it is estimated that this change would see a decrease in transportation eligibility of six students as more Grade 7-8 students in the

southern portion of Graham Bell-Victoria Public School's boundary would be closer to their home school.

**Next Steps**

Pursuant to the steps outlined in Boundary Reviews Policy (FA-08), and based on committee consultation, Senior Administration recommends establishing the amended school boundaries for Graham Bell-Victoria Public School, and Grandview Public School, as outlined in Figure 1, effective September 1, 2024. A transition plan will be developed to support the addition of Grades 7 and 8 to Graham Bell-Victoria Public School.

**Grand Erie Multi-Year Plan**

This report supports the Belonging indicator of Learn Lead Inspire and the following statement: we will build a culture of belonging to support an equitable, inclusive and responsive environment for each learner.

Respectfully submitted,

Rafal Wyszynski  
Superintendent of Business & Treasurer



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**TO:** JoAnna Roberto, Ph. D., Director of Education & Secretary of the Board  
**FROM:** Rafal Wyszynski, Superintendent of Business & Treasurer  
**RE:** **Elgin Avenue Public School Renovation**  
**DATE:** February 12, 2024

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<p><b>Recommended Motion:</b> Moved by _____ Seconded by _____ THAT the Elgin Avenue Public School renovation scope and related tender documents be forwarded to the February 26, 2024 Regular Board meeting for approval.</p>
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### **Background**

In 2016, the Grand Erie District School Board conducted an accommodation review which concluded with a proposed solution that would close West Lynn Public School and improve Elgin Avenue Public School by constructing a four-classroom addition onto the school as well as undertake significant renovations.

At the October 24, 2016, Board Meeting, the Board approved the redevelopment of Elgin Avenue Public School to include additional classroom space and approved the closure of West Lynn Public School which would become surplus pending capital approval.

In 2017, Grand Erie received an allocation from the Ministry of Education for \$6,180,145 towards this project. Additionally, the Board provided an additional commitment of \$2,500,000 to create an anticipated project budget of \$8,680,145.

At the April 24, 2023 Board meeting, the Board approved a project scope that focused on the following features and amenities:

- a four-classroom kindergarten addition to the northeast section of the building
- a new accessible entrance that will house a new elevator, accessing all existing floors
- a new three-room childcare and EarlyON space
- paving including asphalt parking and expanded play area.
- outdoor site work
- renovations to the existing building footprint
  - mechanical HVAC overhaul
  - new finishes on existing walls, ceilings, and floors
  - refurbishment/replacement of interior doors
  - updates to plumbing, including washrooms
  - updates to fire protection and building controls
  - electrical updates including servicing, lighting, system upgrades
  - replacement of blackboards, refurbishment of millwork/cabinetry

In total, the construction will expand the size of the existing school by 17,000 square feet (Appendix A and B), while almost every square foot of the existing building will be renovated or enhanced.

- In November 2023, a Class C Estimate was provided to Grand Erie, outlining an approximate total construction cost between \$13 and \$15 million. This cost includes construction, demolition, asbestos abatement, architect fees, inflation, and the cost of portables.

Senior Administration has already initiated a temporary accommodation strategy for students at Elgin Ave Public School that will require the use of existing surplus space at West Lynn Public School combined with the use of portables. Based on the current timelines for approvals and permits, the tentative 14-month construction schedule is slated to begin July 2024 and conclude August 2025. These timelines are subject to Ministry approvals. Other risks to the timelines include project tendering, tendered construction costs and site plan approvals.

**Next Steps**

Pending Board approval and a final update to the Class C Estimate, Senior Administration will submit an Approval to Proceed (ATP) to tender to the Ministry of Education addressing the funding gap, prior to the tendering of the project.

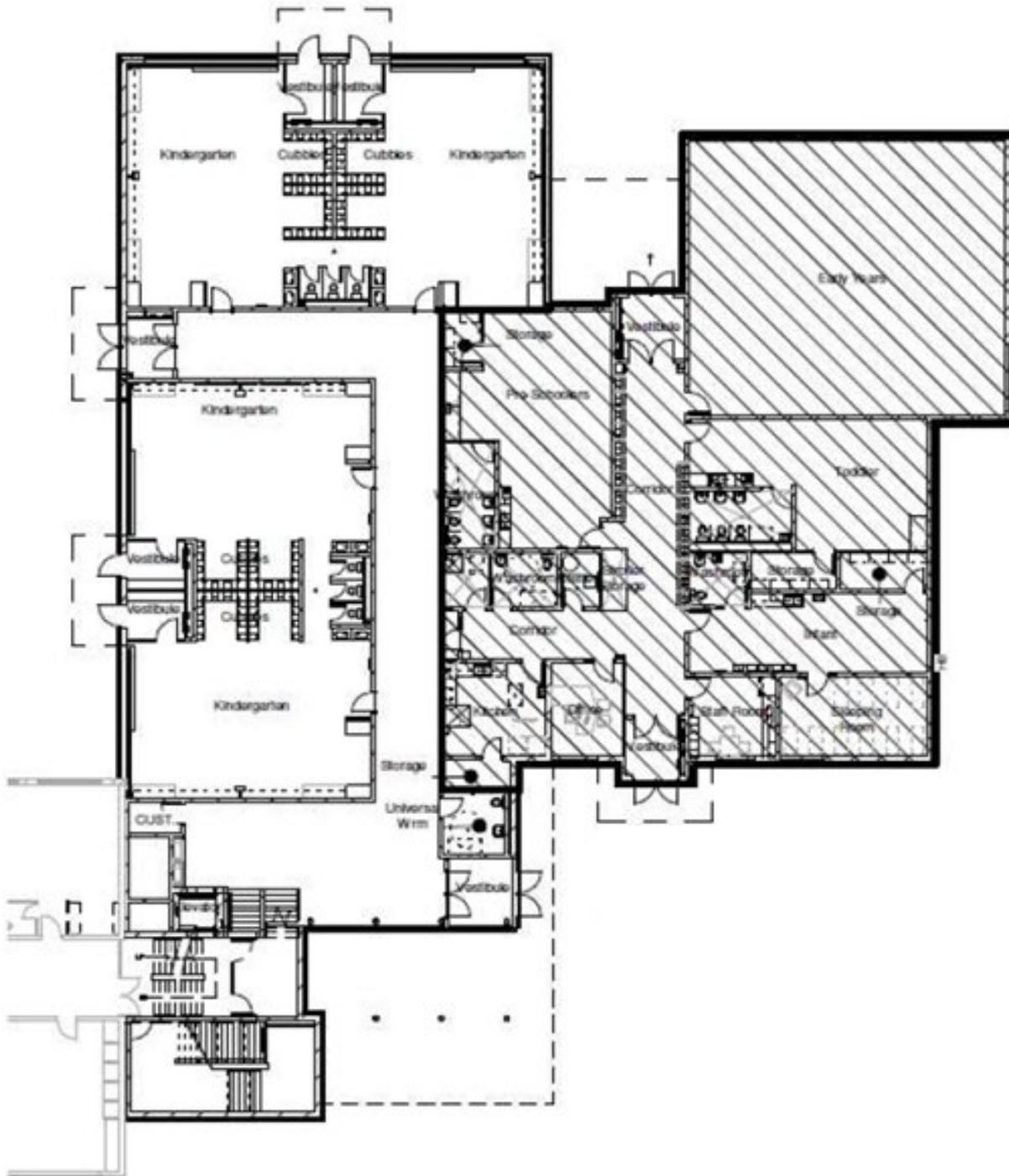
**Grand Erie Multi-Year Plan**

This report supports the Belonging indicator of Learn Lead Inspire and the following statement: We build a culture of belonging to support an equitable, inclusive and responsive environment for each learner.

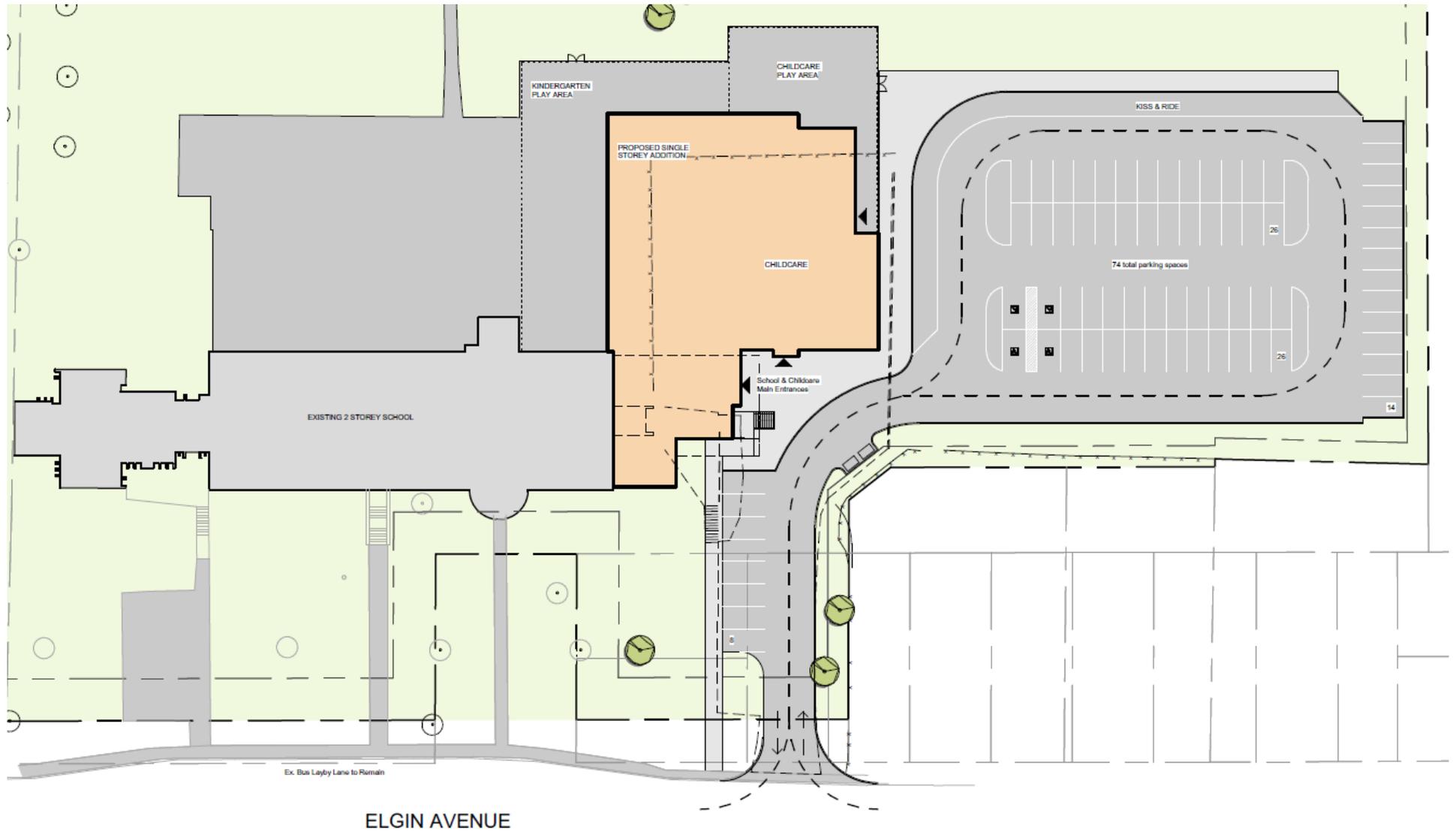
Respectfully submitted,

Rafal Wyszynski  
Superintendent of Business & Treasurer

Appendix A



Appendix B





# Grand Erie District School Board

**TO:** JoAnna Roberto, Ph. D., Director of Education & Secretary of the Board  
**FROM:** Rafal Wyszynski, Superintendent of Business & Treasurer  
**RE:** **Enrolment vs Capacity by School Report**  
**DATE:** February 12, 2024

## Background

This report provides a snapshot of the current enrolment and utilization of each Grand Erie school. This information is used to support short-term decisions on accommodation strategies such as boundary studies and portable distribution.

The Ministry of Education has not yet provided updated Pupil Accommodation Review Guidelines (PARG) to school boards; therefore, it is unknown when boards will be able to reinitiate pupil accommodation reviews in the future.

The charts used in this report illustrates classroom space that has been provided for use by community partners and resulting net capacity in use. School capacity does not include space that is leased.

The following table summarizes the full-time equivalent (FTE) enrolment, school capacity and utilization as of October 31, 2023, with comparative data from October 31, 2022. Elementary utilization has increased to 94.1% (from 91.3%) of capacity and increases to 95.1% when accounting for space provided for community partners. Secondary utilization has increased from 65.3% to 68.8%.

	Elementary			Secondary			Total		
	Oct 2022	Oct 2023	Change	Oct 2022	Oct 2023	Change	Oct 2022	Oct 2023	Change
<b>Enrolment</b>	19,194	19,775	581	7,818	8,238	420	27,012	28,013	1,001
<b>School Capacity</b>	21,015	21,015	-	11,967	11,967	-	32,982	32,982	-
<b>% in use</b>	91.3%	94.1%	2.8%	65.3%	68.8%	3.5%	81.9%	84.9%	3.0%
<b>Surplus Capacity</b>	1,821	1,240	- 581	4,149	3,729	- 420	5,970	4,969	- 1,001

*FTE Enrolment depicted in table above is as of October 31, 2023*

School by school data is provided in Appendix A.

## Grand Erie Multi-Year Plan

This report supports the belonging indicator of Learn Lead Inspire and the following statement: We build a culture of belonging to support an equitable, inclusive, and responsive environment for each learner.

Respectfully submitted,

Rafal Wyszynski  
 Superintendent of Business & Treasurer





### Enrolment vs Capacity by School: October 31, 2023

Elementary School Building	Total FTE Oct 31/23	Ministry OTG	Capacity % in use	Excess/ Short Capacity	Community Partner Use	Net Utilization	*Portables	Portapaks	RCMs
Agnes G. Hodge Public School	736	492	150%	-244.0		150%	12		1
Banbury Heights School	410	469	87%	59.0		87%			6
Bellview Public School	332	308	108%	-24.0		108%	1		1
Bloomsburg Public School	256	268	96%	12.0		96%	1		
Boston Public School	255	233	109%	-22.0		109%	3		
Branlyn Community School	448	426	105%	-22.0		105%	3		
Brier Park Public School	335	363	92%	28.0		92%	1		
Burford District Elementary School	530	541	98%	11.0		98%			
Caledonia Centennial Public School	599	366	164%	-233.0		164%	12		
Cedarland Public School	273	348	78%	75.0		78%			
Centennial-Grand Woodlands School	152	326	47%	174.0	23.0	50%			
Central Public School	226	190	119%	-36.0		119%	3		7
Cobblestone Elementary School	605	536	113%	-69.0		113%	4		
Courtland Public School	223	294	76%	71.0		76%			
Delhi Public School	378	412	92%	34.0		92%			5
Echo Place School	174	213	82%	39.0		82%			
École Confédération	455	547	83%	92.0		83%			4
École Dufferin	316	380	83%	64.0		83%			
Edith Monture Elementary School	767	616	125%	-151.0		125%	8		
Elgin Avenue Public School	271	469	58%	198.0		58%			
Glen Morris Central Public School	189	222	85%	33.0		85%			2
Graham Bell-Victoria Public School	162	305	53%	143.0		53%			
Grandview Public School	209	334	63%	125.0		63%			
Greenbrier Public School	212	303	70%	91.0		70%			
Hagersville Elementary School	312	338	92%	26.0		92%	2		2
Houghton Public School	272	305	89%	33.0	23.0	96%			4
J. L. Mitchener Public School	371	420	88%	49.0	46.0	99%			
James Hillier Public School	295	314	94%	19.0		94%	1		7
Jarvis Public School	389	400	97%	11.0		97%			9
King George School	351	412	85%	61.0	23.0	90%			
Lakewood Elementary School	630	705	89%	75.0	23.0	92%			
Langton School	183	245	75%	62.0		75%			
Lansdowne-Costain Public School	342	328	104%	-14.0		104%	2		4
Lynndale Heights Public School	435	465	94%	30.0		94%	1		9
Major Ballachey Public School	289	377	77%	88.0	23.0	82%			
Mapleview Elementary School	392	421	93%	29.0	23.0	98%			
Mt. Pleasant School	247	236	105%	-11.0		105%	1		
North Ward School	441	504	88%	63.0	23.0	92%			7
Oakland-Scotland Public School	218	225	97%	7.0		97%	1		
Oneida Central Public School	233	213	109%	-20.0		109%	2		

Elementary School Building	Total FTE Oct 31/23	Ministry OTG	Capacity % in use	Excess/ Short Capacity	Community Partner Use	Net Utilization	*Portables	Portapaks	RCMs
Onondaga-Brant Public School	221	190	116%	-31.0		116%	2		1
Paris Central Public School	244	259	94%	15.0		94%			
Port Rowan Public School	237	294	81%	57.0		81%			5
Prince Charles Public School	204	300	68%	96.0	23.0	74%			1
Princess Elizabeth Public School	231	294	79%	63.0		79%			
Rainham Central School	277	297	93%	20.0		93%	1		3
River Heights School	599	668	90%	69.0		90%			12
Russell Reid Public School	311	377	82%	66.0		82%			
Seneca Central Public School	203	164	124%	-39.0		124%	2		
St. George-German Public School	384	479	80%	95.0		80%			5
Teeterville Public School	217	272	80%	55.0		80%			
Thompson Creek Elementary School	544	539	101%	-5.0		101%			
Walpole North Elementary School	234	236	99%	2.0		99%	1		
Walsh Public School	419	421	100%	2.0		100%	2		3
Walter Gretzky Elementary	649	498	130%	-151.0		130%	8		
Waterford Public School	315	285	111%	-30.0		111%	3		
West Lynn Public School	256	337	76%	81.0		76%			7
Woodman-Cainsville School	317	236	134%	-81.0		134%	4		1
<b>Total Elementary:</b>	<b>19,775</b>	<b>21,015</b>	<b>94.1%</b>	<b>1240</b>	<b>230</b>	<b>95.1%</b>	<b>81</b>		<b>94</b>
Secondary School Building	Total FTE Oct 31/23	Ministry OTG	Capacity % in use	Excess/ Short Capacity	Community Partner Use	Net Utilization	Portables	Portapaks	RCMs
Brantford Collegiate Institute & Vocational School	1096	1260	87%	164.0		87%			
Cayuga Secondary School	588	927	63%	339.0		63%			
Delhi District Secondary School	551	546	101%	-5.0		101%			
Dunnville Secondary School	310	978	32%	668.0	21.0	32%			
Grand Erie Learning Alternatives	129	168	77%	39.0		77%			
Hagersville Secondary School	356	801	44%	445.0		44%	1		
McKinnon Park Secondary School	653	558	117%	-95.0		117%	10		
North Park Collegiate & Vocational School	1037	1386	75%	349.0		75%	1		
Paris District High School	904	948	95%	44.0		95%	4		
Pauline Johnson Collegiate & Vocational School	886	1374	64%	488.0		64%			
Simcoe Composite School	709	1083	65%	374.0		65%			
Tollgate Technological Skills Centre	249	630	40%	381.0	21.0	41%	1	2	
Valley Heights Secondary School	395	702	56%	307.0		56%			
Waterford District High School	375	606	62%	231.0		62%			
<b>Total Secondary:</b>	<b>8,238</b>	<b>11,967</b>	<b>68.8%</b>	<b>3729</b>	<b>42</b>	<b>69.1%</b>	<b>17</b>	<b>2</b>	



# Grand Erie District School Board

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**TO:** JoAnna Roberto, Ph. D., Director of Education & Secretary of the Board  
**FROM:** Rafal Wyszynski, Superintendent of Business & Treasurer  
**RE:** **Pride of Place and Community Partnership Incentive Program Report**  
**DATE:** February 12, 2024

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## Background

The 2023-24 detailed Capital Plan was presented at the November 2023 Finance Committee meeting, and then forwarded to the Regular Board meeting later that month for approval. The report outlined a plan to allocate \$2,000,000 and \$200,000 to the Pride of Place (POP) and Community Partnership Incentive Program (CPIP) respectively.

## Additional Information

Pride of Place allocations address facility features that provide a more welcoming and safer environment for employees, students and the school community. Projects for 2023-24 have been prioritized and reviewed by Facility Services as set out in [Pride of Place and Community Partnership Incentive Programs Policy \(FA-013\)](#). A list of the recommended projects is attached in Appendix A.

Proposed CPIP projects must meet the normal qualifications for work that is undertaken by the annual School Renewal Allocation (SRA) budget process. The installation of creative playground equipment, swings, climbing equipment etc. is not funded through Facility Renewal budgets therefore money raised for playground equipment would not be eligible for CPIP matching funds. However, other outside work such as basketball standards, backboards and nets, baseball backstops and field upgrades would be eligible. A list of the recommended projects is attached in Appendix B.

Facility Services will notify all applicants of the approvals before March 1, 2024.

## Grand Erie Multi-Year Plan

This report supports the Belonging indicator of Learn Lead Inspire and the following statement: We build a culture of belonging to support an equitable, inclusive and responsive environment for each learner.

Respectfully submitted,

Rafal Wyszynski  
Superintendent of Business & Treasurer

## Pride of Place Projects 2024

School	Component	Estimate
Agnes Hodge PS	Water Filling Station	\$10,000
Banbury Heights School	Ceiling Tiles	\$8,000
Banbury Heights School	Windows - Blinds	\$8,000
Banbury Heights School	Welcoming Spaces	\$5,000
Banbury Heights School	Flooring - Replace	\$25,000
Boston PS	Camera Upgrades	\$25,000
Boston PS	Gym Update	\$3,000
Boston PS	Classrooms	\$2,500
Boston PS	Painting	\$5,000
Brantford Collegiate Institute	Camera Install	\$4,000
Brantford Collegiate Institute	Classrooms	\$5,000
Brier Park PS	Camera Upgrade	\$20,000
Brier Park PS	PA System Replacement	\$20,000
Burford District ES	Lockers - Replace	\$15,000
Caledonia Centennial PS	Main Entrance	\$3,000
Caledonia Centennial PS	Flooring - Replace	\$20,000
Caledonia Centennial PS	Windows - Blinds	\$13,000
Cayuga SS	Painting	\$20,000
Cayuga SS	Windows - Blinds	\$10,000
Cayuga SS	Fitness Centre Update	\$6,000
Cayuga SS	Flooring - Replace	\$15,000
Cayuga SS	Water Filling Station	\$3,000
Cedarland PS	Gym Update	\$20,000
Cedarland PS	Bathroom Upgrades	\$20,000
Cedarland PS	Painting	\$10,000
Centennial-Grand Woodlands	Bathroom Upgrades	\$25,000
Centennial-Grand Woodlands	Painting	\$10,000
Centennial-Grand Woodlands	PA System Replacement	\$22,000
Centennial-Grand Woodlands	Camera Install	\$5,000
Central PS	Windows - Blinds	\$1,000
Central PS	Painting	\$4,000
Cobblestone PS	Windows - Blinds	\$13,000
Cobblestone PS	Bathroom Upgrades	\$10,000
Courtland PS	Camera Install	\$25,000
Delhi PS	Lockers - Replace	\$20,000
Delhi PS	Painting	\$15,000
Delhi PS	Bathroom Upgrades	\$5,000

**E-1-f**

<b>School</b>	<b>Component</b>	<b>Estimate</b>
Dunnville SS	Painting	\$25,000
Dunnville SS	Gym Update	\$25,000
Ecole Dufferin	Flooring - Stairs	\$25,000
Ecole Dufferin	Camera Upgrade	\$30,000
Ecole Dufferin	PA System Replacement	\$25,000
Edith Monture ES	Fences	\$10,000
Glen Morris Central PS	Parking Lot - Paint Refresh	\$1,500
Glen Morris Central PS	Bathroom Upgrades	\$10,000
Glen Morris Central PS	Painting	\$10,000
Graham Bell-Victoria PS	Bathroom Upgrades	\$40,000
Graham Bell-Victoria PS	Painting	\$20,000
Graham Bell-Victoria PS	Flooring - Replace	\$20,000
Grand Erie Learning Alternative	Gym Update	\$25,000
Grand Erie Learning Alternative	Stage Curtains	\$5,000
Greenbrier PS	Gym Update	\$10,000
Greenbrier PS	Water Filling Station	\$10,000
Greenbrier PS	Gym Update	\$5,000
Hagersville Elementary	Lockers - Replace	\$10,000
Hagersville Elementary	Parking Lot - Paint Refresh	\$2,000
Hagersville SS	Lockers - Replace	\$30,000
Hagersville SS	Main Entrance	\$20,000
Hagersville SS	New Sink & Cupboards - Classroom	\$5,000
Hagersville SS	Flooring - Replace	\$15,000
J.L. Mitchener	Bathroom Upgrades	\$30,000
J.L. Mitchener	PA System Replacement	\$3,500
J.L. Mitchener	Stage Curtains	\$2,500
James Hillier PS	PA System Replacement	\$26,000
James Hillier PS	Bathroom Upgrades	\$25,000
James Hillier PS	Gym Update	\$25,000
James Hillier PS	Painting	\$1,000
King George School	Gym Update	\$20,000
Lakewood ES	Windows - Blinds	\$10,000
Lakewood ES	Painting	\$15,000
Lakewood ES	Flooring - Replace	\$15,000
Langton School	Fences	\$5,000
Langton School	Painting	\$15,000
Langton School	Bathroom Upgrades	\$5,000
Langton School	Gym Update	\$2,500
Lansdown-Costain PS	Bathroom Upgrades	\$50,000
Lynndale Heights PS	PA System Replacement	\$20,000
Lynndale Heights PS	Camera Install	\$10,000
Lynndale Heights PS	Bathroom Upgrades	\$10,000

**E-1-f**

<b>School</b>	<b>Component</b>	<b>Estimate</b>
Major Ballachey PS	Camera Install	\$10,000
Major Ballachey PS	Bathroom Upgrades	\$20,000
Major Ballachey PS	Staffroom Update	\$10,000
Mapleview PS	Camera Install	\$5,000
McKinnon Park SS	Flooring - Replace	\$15,000
McKinnon Park SS	Painting	\$5,000
McKinnon Park SS	Bathroom Upgrades	\$20,000
Mount Pleasant School	Camera Install	\$20,000
Mount Pleasant School	Main Entrance	\$10,000
North Park CVS	Bathroom Upgrades	\$40,000
North Park CVS	Welcoming Spaces	\$25,000
North Park CVS	Lockers - Replace	\$20,000
North Park CVS	Changeroom Updates	\$20,000
North Ward S	Upgrade Kindergarten Play Area	\$5,000
North Ward S	Lockers - Remove	\$10,000
Oakland-Scotland PS	Fencing	\$20,000
Oneida Central PS	Paint, Ceiling Tiles, and Visual Identity	\$15,000
Oneida Central PS	Outdoor Paint and Signs	\$10,000
Oneida Central PS	Gym Update	\$10,000
Onondaga-Brant PS	PA System Replacement	\$20,000
Onondaga-Brant PS	Camera Install	\$10,000
Paris Central PS	Installation of Racks	\$25,000
Paris Central PS	Lockers - Replace	\$15,000
Paris DHS	Camera Install	\$20,000
Paris DHS	Windows - Blinds	\$10,000
Paris DHS	Gym Update	\$10,000
Pauline Johnson CVS	Doors - Re-key	\$25,000
Pauline Johnson CVS	Bathroom Upgrades	\$20,000
Pauline Johnson CVS	Lockers - Replace	\$20,000
Pauline Johnson CVS	Camera Install	\$10,000
Port Rowan PS	Welcoming Spaces	\$3,000
Port Rowan PS	Outdoor Sports Components	\$5,000
Prince Charles PS	Welcoming Spaces	\$5,000
Princess Elizabeth PS	Painting	\$15,000
Princess Elizabeth PS	Bathroom Upgrades	\$30,000
Princess Elizabeth PS	Camera Install	\$5,000
Princess Elizabeth PS	New Cupboards & Countertops	\$10,000
Princess Elizabeth PS	Classrooms	\$5,000
River Heights School	Whiteboards Install	\$10,000
River Heights School	Parking Lot - Paint Refresh	\$2,000
Russell Reid PS	PA System Replacement	\$20,000
Seneca Central PS	Playground Landscaping/Pathways	\$5,000

School	Component	Estimate
Seneca Central PS	Camera Install	\$20,000
Seneca Central PS	Flooring - Replace	\$10,000
Seneca Central PS	Parking Lot - Paint Refresh	\$2,000
Simcoe CS	Painting	\$15,000
Simcoe CS	Windows - Blinds	\$15,000
Simcoe CS	Welcoming Spaces	\$10,000
St. George-German PS	Stage Curtains	\$3,000
St. George-German PS	Painting	\$5,000
St. George-German PS	Camera Install	\$5,000
Thompson Creek ES	Bathroom Upgrades	\$30,000
Thompson Creek ES	Camera Install	\$10,000
Thompson Creek ES	Painting	\$10,000
Thompson Creek ES	Outdoor Sports Components	\$5,000
Tollgate TSC	Flooring - Replace	\$5,000
Tollgate TSC	Painting	\$15,000
Valley Heights SS	Windows - Blinds	\$15,000
Valley Heights SS	Armor Stone	\$5,000
Valley Heights SS	Signage	\$5,000
Valley Heights SS	Stage Update	\$15,000
Walpole North ES	Drainage	\$10,000
Walpole North ES	Painting	\$10,000
Walpole North ES	Electronic Sign	\$5,000
Walpole North ES	Gym Update	\$5,000
Walpole North ES	Outdoor Sports Components	\$35,000
Walsh PS	Fences	\$5,000
Walsh PS	Camera Install	\$25,000
Waterford DHS	Bathroom Upgrades	\$25,000
Waterford DHS	Bathroom Upgrades	\$25,000
Waterford PS	Outdoor Sports Components	\$5,000
Waterford PS	School Yard Benches	\$5,000
Woodman-Cainsville School	Bathroom Upgrades	\$20,000
Woodman-Cainsville School	Gym Shelving	\$5,000
Woodman-Cainsville School	Staffroom Update	\$10,000
	<b>TOTAL</b>	<b>\$2,099,500</b>

## Community Partnership Incentive Plan Projects 2024

SCHOOL	DESCRIPTION	ESTIMATE
Agnes Hodge PS	Upgrade Kindergarten Play Area	\$10,000
Bellview PS	School Sign	\$20,000
Bloomsburg PS	School Sign	\$20,000
Brantford Collegiate Institute	Bleacher Upgrades	\$20,000
Burford District ES	Upgrade Kindergarten Play Area	\$20,000
Cayuga SS	Score Clock System Upgrade	\$20,000
Centennial-Grand Woodlands School	Stereo System/Gym Equipment Upgrades	\$20,000
Delhi District SS	Stage lighting, Sound and Speaker Upgrades	\$20,000
Dunnville SS	Gymnasium Sound System Replacement	\$10,000
Ecole Dufferin	Upgrade Kindergarten Play Area	\$8,000
Glen Morris Central PS	Outdoor Stone Dust Track	\$20,000
Jarvis PS	New Gymnasium Floor	\$20,000
Lakewood ES	Outdoor Concrete Storage Shed	\$20,000
Mapleview PS	Stereo System/Gym Equipment Upgrades	\$20,000
McKinnon Park SS	Stereo System/Gym Equipment Upgrades	\$4,000
Mount Pleasant School	Outdoor Playfield Improvements	\$20,000
Oneida Central PS	Replacement of Gym Basketball Nets	\$5,000
Paris DHS	School Sign	\$20,000
Pauline Johnson CVS	Upgrade Main Office	\$10,000
River Heights School	Outdoor Shade Structure/Learning Space	\$20,000
Seneca Central PS	Playground Upgrades	\$20,000
Thompson Creek ES	Upgrade Kindergarten Play Area	\$20,000
Tollgate TSC	Exercise Room Floor Upgrades	\$10,000
Walpole North ES	Stage Curtain Replacement	\$10,000
<b>TOTAL</b>		<b>\$387,000</b>

**School Contributions                    \$193,500**

**Board Contributions                    \$193,500**

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**Total                                        \$387,000**

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# Grand Erie District School Board

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**TO:** JoAnna Roberto, Ph. D., Director of Education & Secretary of the Board  
**FROM:** Rafal Wyszynski, Superintendent of Business & Treasurer  
**RE:** **Budget Process 2024-25**  
**DATE:** February 12, 2024

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## Background

This report is intended to outline the budget process for the Finance Committee regarding the development of the 2024-25 Estimates Budget.

## Timelines

The fiscal school year for Grand Erie runs September 1 to August 31. The Ministry of Education's reporting and accountability requirements outline timelines to school boards in Ontario. As such, the 2024-25 budget must be submitted prior to the end of June 2024.

To achieve this timeline, Senior Administration has developed the following schedule to guide the process:

- **January 2024**
  - This initiates the internal budget development cycle for staff. The Finance team has reviewed the 2023-24 Estimates and Revised Budgets and determined a plan for gathering information from all stakeholders for the upcoming year.
- **February 2024**
  - Initial budget information is presented to Finance Committee
  - Planning department begins to draft preliminary enrolment
- **March 2024**
  - Enrolment projections are re-assessed, and initial enrolment is formulated
  - Executive Council budget meetings commence
  - Multi-Year Strategic Plan is reviewed; gaps, risks, priorities and targeted initiatives are identified
  - Budget survey is developed and/or released
  - Budget assumptions are developed:
    - Staffing models are updated based on projected enrolment
    - Revenue projections are reviewed
    - Review ratification of any collective agreements
    - Determine expense projections methodologies
  - Review and determine impact of Grants for Student Needs (GSN); if released
    - Review significant Ministry changes
    - Plan the utilization of any new and continuing Priorities and Partnerships Funding (PPFs) Allocations
    - Develop initial GSN revenue projection
- **April 2024**
  - Additional budget information is presented to Finance Committee
    - Enrolment
    - Staffing Changes

- GSN de-brief
  - Budget survey results reviewed
  - Trustee and stakeholder input reviewed
  - Budget pressures, risks and challenges are identified
  - Major investments/initiatives are highlighted
- **May 2024**
    - Draft budget is prepared
  - **June 2024**
    - Draft Budget is presented to Finance Committee
    - Budget is presented to Board of Trustees
    - Budget is filed with Ministry of Education before June 30

### Key Budget Considerations

- **Enrolment**

For the second consecutive school year, enrolment in Grand Erie increased significantly as the 2023-24 Revised Estimates Budget experienced an increase of approximately 831 students across the system when compared to the 2023-24 Estimates budget.

Enrolment increased in both elementary and secondary and, as described in our [Long-Term Accommodation Plan](#), is expected to continue to grow for the foreseeable future. In fact, a few elementary schools have already reached their 2024-25 enrolment projection as families continue to relocate into our municipalities at higher than projected rates. Our Planning department expects enrolment to increase for 2024-25.

- **Ministry of Education**

During the 2023-24 fiscal year, the Ministry of Education shifted their funding to a model that focused on opportunities for students' success by ensuring students have the skills they need. This included significant investments in Early Reading, Math, De-streaming, Job-Readiness, Special Education, Student Safety, Mental Health, Transportation and Remote Learning. Based on information gleaned from Ministry announcements, it appears that the focus will continue to be:

- Strengthening accountability
- Enhancing transparency
- Reducing complexity
- Modernizing the Special Education Grant

As of today, there have not been any previews of what boards can expect for 2024-25. However, the Ministry of Education did release a [2024-25 Education Funding Consultation Guide](#), which offered opportunities for school boards, provincial associations, and trustee association to provide feedback and input into next year's GSN.

- **Budget Pressures**

The development of Grand Erie's annual budget will leverage conservative enrolment and revenue estimates as well as cautious expense determination. Several of the concerns Senior Administration have noted for the 2024-25 budget include:

- significant inflationary cost increases
- rising absenteeism
- cost of renovations, capital, skilled trades and construction
- deferred maintenance backlog
- staffing, recruitment and labour shortage challenges
- rising costs of statutory benefits (CPP and EI costs have undergone significant changes and are not fully funded)
- rising cost of transportation services and incongruency with transportation allocation

- ratification of union collective agreements and Bill 124
- aging technology infrastructure, cyber security investments
- cost of temporary accommodations (portables) due to surging enrolment.
- rising costs of resources required for students to support with literacy, mathematics, and mental health

- **Outlook**

Although enrolment is expected to rise, there are plenty of economic challenges that Grand Erie will encounter in development of its 2024-25 Estimates Budget. Inflation continues to result in rising costs, and with the looming finalization of central labour negotiations, there is sentiment amongst school boards that primary increases within the GSN will be allocated towards funding related compensation increases. If the GSN does not provide for significant increase in non-salary allocations, it results in difficulties in managing stagnant revenues against the significant increase in the costs of goods and services that are required across the system. This challenge will need to be navigated carefully by Senior Administration through cost prioritization and the balancing of available allocations within the GSN.

Grand Erie's Multi-Year Strategic Plan (MYSP) will continue to guide the formation of the 2024-25 budget. As Grand Erie travels into the fourth year of the MYSP, Senior Administration will develop a budget that will focus on Learning, Well-Being, and Belonging and will support the goals and objectives in the Annual Learning and Operating Plan as well as Ministry initiatives. The goal is to produce a balanced budget in time for submission in June 2024.

Senior Administration will continue to monitor its assumptions and will provide updates and opportunities for feedback/input over the coming months.

### **Grand Erie Multi-Year Plan**

This report supports the Multi-Year Strategic Plan and all the indicators of Learn Lead Inspire.

Respectfully submitted,

Rafal Wyszynski  
Superintendent of Business & Treasurer