



SPECIAL BOARD MEETING AGENDA

PUBLIC SESSION

July 28, 2020

@ 4:00 p.m.

Board Room
Sarnia Education Centre

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	Page Reference
1. Call to Order	
2. Traditional Territorial Acknowledgement	
3. Approval of Agenda	
4. Declaration of Conflict of Interest	
5. Reports for Board Action	
a) 2020/2021 Revised School Year Calendar	Superintendent Hazzard Report B-20-75 2
<u>Recommendation</u> "That the Board approve the revised 2020/2021 School Year Calendar and that this calendar be forwarded to the Ministry of Education for approval as required."	
b) Budget Approval for the 2020/2021 School Year	Superintendent McKay Report B-20-76 3
<u>Recommendation</u> "That the Board approve the 2020/2021 school year budget as Presented in the amount of \$315,173,428."	
6. Adjournment	

BOARD REPORT
SPECIAL BOARD MEETING, PUBLIC SESSION

REPORT NO: B-20-75

Memorandum To: John Howitt, Director of Education

FROM: Ben Hazzard, Superintendent of Student Achievement Elementary

Date: July 28, 2020

Subject: 2020/2021 School Year Calendar - Revised

At the April 14, 2020 Board Meeting, Trustees approved the 2020/2021 School Year Calendar that included two Professional Activity Days (PA) prior to the September 8, 2020 first day of school for students.

On June 30, 2020 the Ministry of Education released a memorandum advising school boards to schedule three Professional Activity Days prior to the start of student instruction. To accommodate this advisement, the October 9, 2020 PA Day has been moved to September 2, 2020.

The Ministry is currently consulting with the sector stakeholders on PA days and training that may be necessary to prepare for the reopening of school. The Ministry will provide further direction in the future.

At the secondary level, the PA Day change impacts the number of instructional days in Semester 1 and 2 resulting in a change in the examination dates for both semesters. First Semester secondary exams will run from January 26 to February 1 with the PA Day moved to February 2, 2021. Second Semester secondary exams will run from June 22 to June 28, 2021. The final day for student attendance would be Monday, June 28, 2021 with the PA Day on June 29, 2021.

Proposed revised PA Days schedule:

Wednesday, September 2, 2020
Thursday, September 3, 2020
Friday, September 4, 2020
Friday, November 20, 2020
Tuesday, February 2, 2021
Friday, June 4, 2021
Wednesday, June 29, 2021

Secondary Exam Days:

Tuesday, January 26 – Monday, February 1, 2021
Tuesday, June 22 – Monday, June 28, 2021

Recommendation:

"That the Board approve the revised 2020/2021 School Year Calendar and that this calendar be forwarded to the Ministry of Education for approval as required."

**BOARD REPORT
SPECIAL BOARD MEETING, PUBLIC SESSION**

REPORT NO: B-20-76

Memorandum To: John Howitt, Director of Education

FROM: Brian McKay, Superintendent of Business

DATE: July 28, 2020

SUBJECT: Budget Approval for the 2020 - 2021 School Year

This report provides information for the Lambton Kent District School Board's 2020-2021 School Year Budget. Budget development commenced in February 2020 and has occurred over the past 6 months. The following table summarizes important dates during the budget process:

Meeting/ Event Description	Date
Ministry of Education – GSN – Initial Memo	June 19, 2020
Ministry of Education – Ministry Reporting Opens - EFIS	June 19, 2020
Ministry of Education – Technical Paper and Capital Funding	June 19, 2020
Board of Trustees – budget workshop	July 21, 2020
Parent Involvement Committee – budget presentation	May 11, 2020
Special Education Advisory Committee (SEAC) – budget presentation	TBD – Fall 2020
Student Senate	TBD – Fall 2020
Indigenous Liaison Committee (ILC) – budget presentation	July 22, 2020
Board of Trustees – budget presentation and approval	July 28, 2020

The above table does not include on-going internal staff budget discussions and meetings that have occurred throughout the process.

REVISED CONSULTATION PROCESS:

Due to the late release of the budget documents, consultation meetings with Board stakeholder groups needed to be adjusted or delayed. The Parent Involvement Committee presentation reviewed general budget categories, as they related to 2019-20 school year funding. This review was done with the understanding that no major change in Ministry of Education funding was expected. A fall 2020 update will be provided to the Parent Involvement Committee regarding the 2020-21 budget. The presentation to SEAC will occur in the fall. This presentation focuses on Special Education funding and the details behind this funding calculation. This information will be reviewed with the committee in the fall. The presentation to the Indigenous Liaison Committee occurred on July 22, 2020 and reviewed the details of the Indigenous Education Grant. A budget presentation to Student Senate will also be scheduled in the fall.

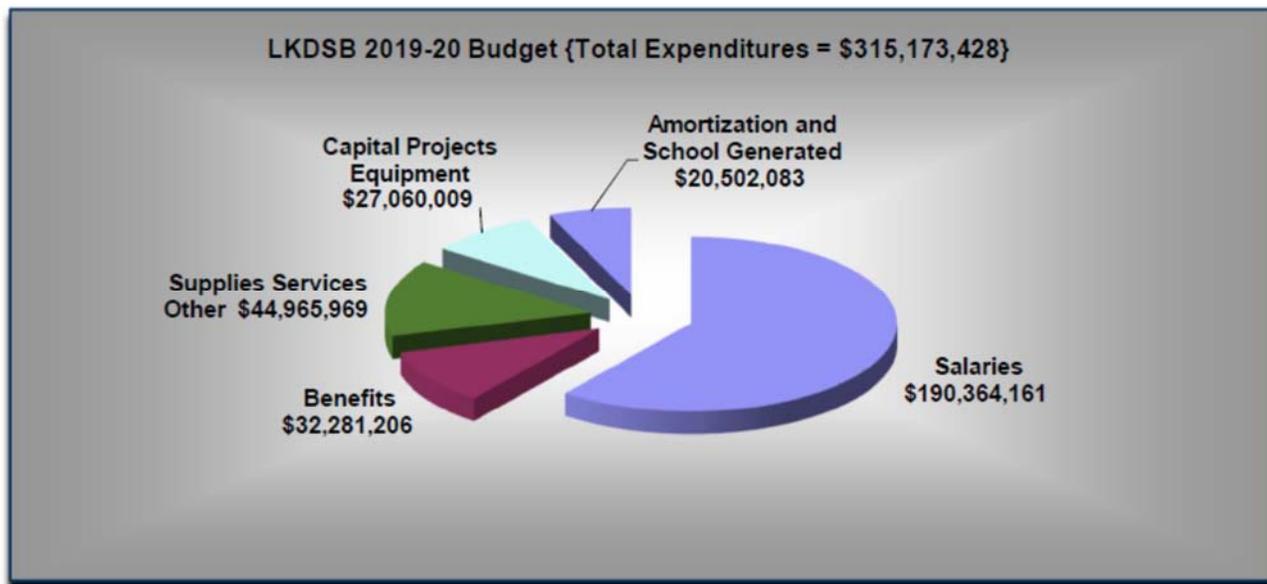
FUNDING AND ENROLMENT:

Total Provincial Education funding for the 2020-21 budget year is projected to be \$25.52 billion (2019-20 - \$24.66 billion), an average of \$12,525 (2019-20 - \$12,275) per pupil.

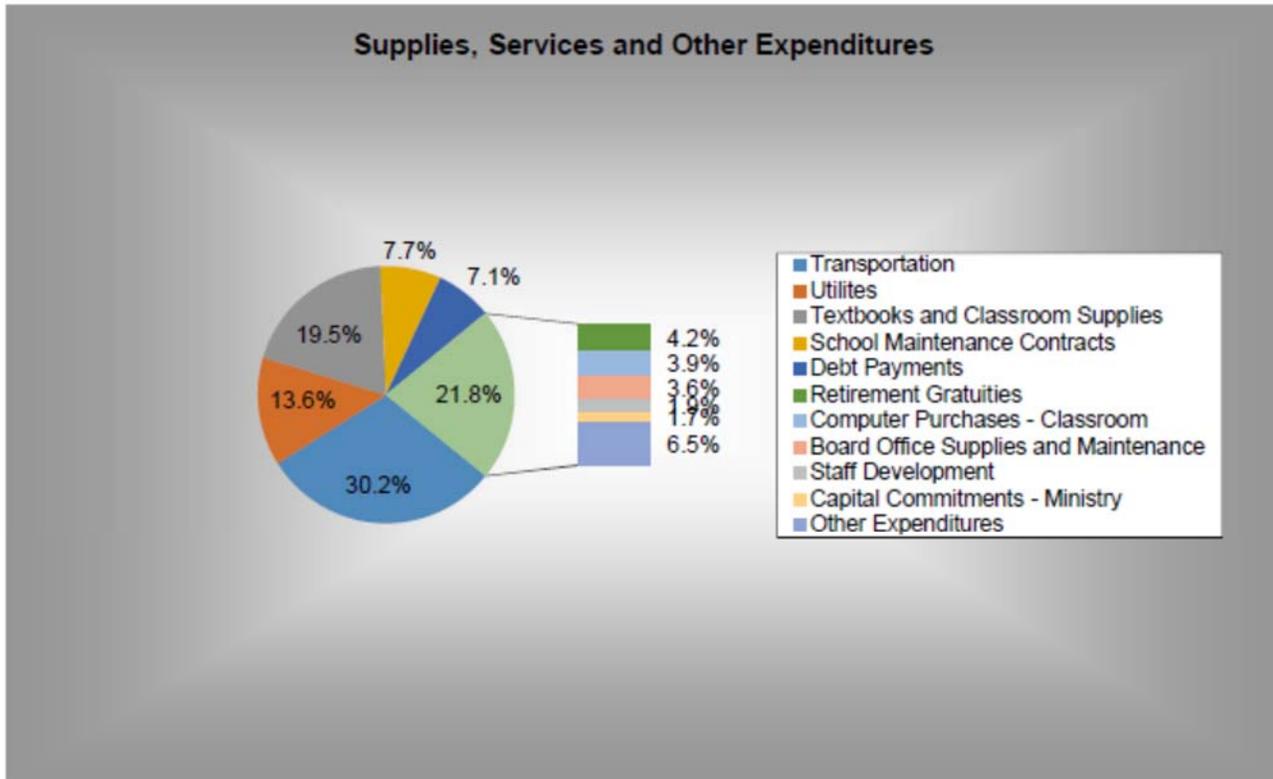
The forecasted average daily enrolment numbers for 2020-21 are: 21,315 Total Students comprised of 14,416 Elementary and 6,899 Secondary students.

BUDGET HIGHLIGHTS:

The 2020-21 school year budget for the Lambton Kent District School Board (LKDSB) totals **\$315.17 Million**. The following chart summarizes all expenditures into five major categories:



The following chart shows a further breakdown of the Supplies, Services and Other budget category:



REVENUE BUDGET for 2020-21:

The Board’s revenue forecast is based on the Ministry of Education Grants for Student Needs (GSN) education funding model which generates the board’s operating and school renewal grants.

The attached table provides the finalized detailed revenue forecast by each of the GSN Grant categories. To summarize, the Board’s total revenues are comprised of the following:

- GSN Operating Grants = \$255,407,544.
- GSN Facilities Renewal / Financing Grants = \$27,410,879.
- Tuition Fees from Indigenous & Visa students = \$4,679,617.
- Ministry Funding provided in addition to the GSN = \$871,983.
- Other Capital, Rental, Interest and misc. revenues = \$3,789,286.
- School Generated Funds = \$5,950,000
- Ministry Funding of Capital Amortization = \$14,552,083
- In-year draw from accumulated surplus (former reserves) = \$2,512,036.

TOTAL REVENUES = \$315,173,428.

EXPENDITURE BUDGET for 2020-21:

The following table details the planned expenses under each expenditure category:

2020 – 21 BUDGET SUMMARY (MILLIONS)	
TOTAL EXPENDITURES = \$ 315.17 M	
<u>Instruction Categories:</u>	
Classroom Teachers	\$ 142.08
Supply Staff	6.04
Teacher Assistants	14.20
Early Childhood Educators	5.69
Textbooks & Classroom Supplies	6.68
Computers	1.74
Professionals & Paraprofessionals	7.41
Library & Guidance	4.62
Staff Development	0.68
Department Heads	0.33
Principals & Vice Principals	12.31
School Office	7.15
Consultants & Coordinators	3.70
Continuing Education	0.87
Instruction–Amortization and Write Downs	2.09
<u>Administration and Other Categories:</u>	
Board Administration & Trustees	7.65
Transportation	13.57
Operations & Maintenance	25.93
Capital Program	27.79
Capital Financing	3.21
School Generated Funds	5.95
Amortization	12.84
Other Non-Operating	2.64

KEY PROVINCIAL EDUCATION FUNDING UPDATES:

- Response to Covid-19 Outbreak – The Ministry is providing a total of \$25.0 million in new funding for extraordinary costs related to the Covid-19 outbreak. This funding is divided between a \$10.0 million investment for mental health supports and a \$15.0 million investment to support technology-related costs. More information regarding board level allocations is to follow.
- High-Credit Day School Allocation – While no new funding for potential increased high-credit enrolment is currently included in the GSN announcement, the Ministry will assess the financial implications for school boards that experience increased high-credit enrolment.
- Salary benchmarks adjusted by 1% to reflect central agreement settlements. This increase also impacts non-statutory benefit funding by employee group.

- Class Size Cap Changes – The Pupil Foundation Grant class size for Secondary grades (9-12) has been reduced from 28:1 to 23:1 to reflect central table negotiated settlements. No changes were made to class size averages for the elementary panel.
- Teacher Job Protection Funding – Due to the corresponding change to secondary class sizes in the Pupil Foundation Grant, there is no projected funding under the Teacher Job Protection Fund for the 2020-21 school year.
- Online Learning – An adjustment will be made to the Cost Adjustment and Teacher Qualifications and Experience Grant due to the requirement for students entering Grade 9 in September 2020 to take two online courses as part of graduation requirements. Further funding adjustments will be announced as part of the 2021-22 GSNs.
- Supports for Students Fund (SSF)/Investments in System Priorities (ISP) – Funding for board staff positions as negotiated in the central table agreements.
- Additional Support for Sick Leave – Supply Teacher benchmarks increased by the equivalent of one additional day. The increase is based on board experience with sick leave usage.
- Student Transportation Grant – No change to this grant. It will be maintained at the 2019-20 funding level.
- 2% increase to the non-staff portion of the Plant operations benchmark to support commodity price increases.
- Transfers to the GSN – The following funding programs, previously provided through transfer payment agreements will be transferred to GSN funding beginning in 2020-21:
 - i. Mental Health Workers
 - ii. Experiential Learning
 - iii. Northern Supports Initiative – no impact to LKDSB
 - iv. Curriculum and Assessment Implementation
 - v. Executive Compensation
 - vi. Additional Educational Software Licensing
- Learning Opportunities Grant – This grant has been realigned into two parts – Experiential Learning and Targeted Student Supports. The Library staffing allocation has been moved to the School Foundation grant. No change in funding.
- Program Leadership Grant – This grant was moved from the Board Administration and Governance grant to its own grant. No change in funding.

Other Budget Remarks:

School Condition Improvement (SCI) & Renewal Capital Improvement Projects:

The Ministry is continuing to invest \$1.4 billion dollars in the School Renewal and School Condition Improvement programs for the 2020-21 school year. This investment is consistent with prior year capital investments by the Ministry of Education. The total allocations under the capital programs for the LKDSB are as follows:

School Renewal	\$4,585,413
School Condition Improvement	\$16,944,639

The 2020-21 capital budget also includes the previously approved Capital Priorities Grant for a daycare addition at Indian Creek. The Board received \$1,688,069 for this project. The Board also received approval for the new K-12 school in Forest. This capital grant is not included in the 2020-21 capital budget as the Board is still involved in land acquisition before proceeding with the design and construction of the school.

The total LKDSB capital budget for the 2020-21 school year will be \$27.06 million which includes the School Condition Improvement, Renewal, Capital Priorities and Board surplus funding.

The Ministry of Education has established the following dates for submission of the Board Budget and Financial Reports:

2020-21 Budget Estimates	August 19, 2020
2019-20 Financial Statements	November 13, 2020
2020-21 Revised Estimates	December 15, 2020

RECOMMENDATION:

It is recommended that the Lambton Kent District School Board approves the 2020-2021 School Year Budget as presented in the amount of \$315,173,428.