



## REPORT TO BOARD OF TRUSTEES

June 18, 2019

Deb Crawford, Director of Education

---

**SUBJECT:** Budget 2019-20

**PREPARED BY:** Amy Janssens, Associate Director – Corporate Services & Treasurer

---

**BACKGROUND:**

This report represents the conclusion of the budget development process for 2019-20. Details of revenues and expenditures for 2019-20 are provided in the attached appendix.

The budget for 2019-20 is in compliance with all Ministry of Education's accountability and reporting requirements.

**RECOMMENDATIONS:**

**That the St. Clair Catholic District School Board receive the report: *Budget 2019-20*, for information.**

**That the St. Clair Catholic District School Board approve the 2019-20 Budget as follows:**

<b>Total Revenues</b>	<b>\$113,357,564</b>
<b>Total Expenses</b>	<b><u>\$112,127,746</u></b>
<b>Operating Surplus</b>	<b><u>\$ 1,229,818</u></b>

# Draft Budget Estimates

St. Clair Catholic District School Board



ST. CLAIR CATHOLIC  
DISTRICT SCHOOL BOARD  
*Lighting the Way ~ Rejoicing in Our Journey*

2019-20

## Table of Contents

Consolidated Statement of Operations.....	1
Summary of Revenues.....	2
Summary of Expenses .....	3
Ministry Compliance Report.....	4
Expenses by Ministry Category .....	5
Administration / Transportation .....	7
Pupil Accommodation / Other .....	8
Administration and Governance .....	9
Special Education.....	10
Facility Operations and Maintenance .....	11
Summary of Staffing .....	12

## Our Mission

Walking together in Christ's light with parish and family, we are called to build a safe and inclusive Catholic learning community and to serve as partners in the formation of life-long learners by:

- living our faith;
- promoting educational achievement and innovation;
- fostering stewardship, leadership and social justice.



**ST. CLAIR CATHOLIC DISTRICT SCHOOL BOARD**  
**Budget Estimates 2019-20**

CONSOLIDATED STATEMENT OF OPERATIONS	2019-20	2018-19
	\$	\$
<b>Revenues</b>		
Provincial Grants - Grants for Student Needs	91,622,291	93,528,437
Provincial Grants - Other	97,682	1,603,329
Local Taxation	17,793,749	17,781,068
School Generated Funds	2,868,000	2,879,000
Federal Grants & Fees	163,928	158,849
Investment Income	100,000	50,000
Other Revenues - School Boards	6,155	6,790
Other Fees & Revenues	705,759	443,927
<b>Total Revenues</b>	<b>113,357,564</b>	<b>116,451,400</b>
<b>Expenses</b>		
Instruction	82,528,289	85,650,502
Administration	4,018,802	4,156,284
Transportation	6,854,661	6,545,209
Pupil Accommodation	15,459,515	15,441,555
School Generated Funds	2,868,000	2,879,000
Other	398,479	809,420
<b>Total Expenses</b>	<b>112,127,746</b>	<b>115,481,970</b>
<b>ANNUAL SURPLUS (DEFICIT)</b>	<b>1,229,818</b>	<b>969,430</b>

**ST. CLAIR CATHOLIC DISTRICT SCHOOL BOARD**  
**Budget Estimates 2019-20**

SUMMARY OF REVENUES	2019-20 \$	2018-19 \$
<b>Grants for Student Needs (GSN)</b>		
Pupil Foundation	44,878,724	48,026,031
School Foundation	7,140,055	7,143,699
Special Education	13,995,980	13,739,554
Language	1,637,634	1,527,908
Supported School	24,736	4,531
Remote and Rural	1,682,331	1,675,175
Rural and Northern Education	241,664	248,058
Learning Opportunities	1,230,441	2,300,929
Continuing Education and Other Program	169,420	154,525
Cost Adjustment and Teacher Qualification	10,696,291	9,205,297
New Teacher Induction Program	96,484	102,212
ECE Qualification	549,672	554,238
Restraint Savings	(62,486)	(62,486)
Transportation	6,836,661	6,535,209
Administration and Governance	4,463,874	4,507,681
School Operations	8,998,299	8,940,722
Community Use of Schools	123,582	125,611
Declining Enrolment Adjustment	230,871	127,568
First Nation, Metis and Inuit Supplemental	142,057	162,992
Safe and Accepting Schools	192,807	191,164
Permanent Financing of NPF	198,423	198,423
<b>GSN Revenues for Compliance Purposes</b>	<b>103,467,520</b>	<b>105,409,041</b>
Trustee's Association Fee	43,017	43,017
Capital Debt Support Payments - Interest Portion	822,874	858,375
Transfer to Capital Fund - Minor Tangible Capital Assets	(846,000)	(870,000)
<b>Total Grants for Student Needs</b>	<b>103,487,411</b>	<b>105,440,433</b>
<b>Other Revenues</b>		
Tuition Fees	163,928	170,849
Rental Revenue	427,268	418,127
Interest Income	100,000	50,000
Other School Boards	6,154	6,790
Other Revenue	16,530	11,400
Third Party Capital Contribution	259,881	-
Ontario Youth Apprenticeship Program Grant	97,682	103,162
Educational Program Other (EPO) Grants	-	1,500,167
Deferred Revenue - Operating	341,067	324,118
Deferred Revenue - Capital	182,000	287,855
Amortization of Deferred Capital Contributions	5,407,643	5,259,499
School Generated Funds	2,868,000	2,879,000
<b>Total Other Revenues</b>	<b>9,870,153</b>	<b>11,010,967</b>
<b>TOTAL REVENUES</b>	<b>113,357,564</b>	<b>116,451,400</b>

**ST. CLAIR CATHOLIC DISTRICT SCHOOL BOARD**  
**Budget Estimates 2019-20**

SUMMARY OF EXPENSES	2019-20 \$	2018-19 \$
<b>Instruction</b>		
Classroom Teachers (including Department Heads)	51,172,699	52,146,540
Supply Staff	2,602,496	2,409,859
Educational Assistants	7,362,325	7,567,038
Early Childhood Educators	1,846,762	2,169,274
Classroom Supplies & Learning Materials	1,850,479	1,851,157
Classroom Computers	1,035,373	1,045,873
Professionals & Para-professionals	3,484,546	3,893,213
Library & Guidance	1,584,241	1,633,370
Staff Development	753,412	1,446,730
Principals & Vice-Principals	5,031,739	4,962,255
School Office - Secretarial & Supplies	3,045,600	3,108,730
Coordinators & Consultants	2,022,267	2,631,920
Continuing Education	159,350	145,148
Amortization of Tangible Capital Assets	577,000	577,000
<b>Total Instruction</b>	<b>82,528,289</b>	<b>85,588,107</b>
<b>Administration</b>		
Trustees	105,911	107,233
Director & Supervisory Officers	696,937	717,311
Board Administration	2,844,954	2,960,740
Amortization of Tangible Capital Assets	371,000	371,000
<b>Total Administration</b>	<b>4,018,802</b>	<b>4,156,284</b>
<b>Transportation</b>		
Pupil Transportation	6,854,661	6,545,209
<b>Total Transportation</b>	<b>6,854,661</b>	<b>6,545,209</b>
<b>Pupil Accommodation</b>		
School Operations & Maintenance	9,793,641	9,972,704
School Renewal	-	68,855
Capital Debt Interest	965,874	847,996
Amortization of Tangible Capital Assets	4,700,000	4,552,000
<b>Total Pupil Accommodation</b>	<b>15,459,515</b>	<b>15,441,555</b>
<b>Other</b>		
School Generated Funds	2,868,000	2,879,000
Permanent Financing of NPF Debt	198,423	198,423
Post Retirement Benefits	56,776	(1,960)
Provision for Contingencies	143,280	675,352
<b>Total Other</b>	<b>3,266,479</b>	<b>3,750,815</b>
<b>TOTAL EXPENSES</b>	<b>112,127,746</b>	<b>115,481,970</b>

**ST. CLAIR CATHOLIC DISTRICT SCHOOL BOARD**  
**Budget Estimates 2019-20**

MINISTRY COMPLIANCE REPORT	2019-20	2018-19
	\$	\$
<b>Operating Surplus (Deficit)</b>		
Total Revenues	113,357,564	116,451,400
Total Expenses	112,127,746	115,481,970
<b>Total Operating Surplus (Deficit)</b>	<b>1,229,818</b>	<b>969,430</b>
<b>Adjustments for Compliance</b>		
EFB - Retirement Gratuities	(789,536)	(789,536)
EFB - Retirement Benefits	(169,515)	(169,515)
Accrued Interest	(10,887)	(10,379)
<b>Total Adjustments for Compliance</b>	<b>(969,938)</b>	<b>(969,430)</b>
<b>BUDGET SURPLUS FOR COMPLIANCE PURPOSES</b>	<b>259,880</b>	<b>-</b>

**ST. CLAIR CATHOLIC DISTRICT SCHOOL BOARD**  
**Budget Estimates 2019-20**

EXPENSES BY MINISTRY CATEGORY INSTRUCTION	2019-20 \$	2018-19 \$
<b>Classroom Teachers (including Department Heads)</b>		
Salaries & Wages	44,996,261	45,913,299
Employee Benefits	6,062,088	6,086,291
Supplies & Services	114,350	146,950
<b>Total Classroom Teachers (including Departments Heads)</b>	<b>51,172,699</b>	<b>52,146,540</b>
<b>Supply Staff</b>		
Salaries & Wages	2,368,868	2,159,459
Employee Benefits	233,628	250,400
<b>Total Supply Staff</b>	<b>2,602,496</b>	<b>2,409,859</b>
<b>Educational Assistants</b>		
Salaries & Wages	5,614,109	5,742,226
Employee Benefits	1,748,216	1,824,812
<b>Total Educational Assistants</b>	<b>7,362,325</b>	<b>7,567,038</b>
<b>Early Childhood Educators</b>		
Salaries & Wages	1,414,403	1,680,452
Employee Benefits	432,359	488,822
<b>Total Early Childhood Educators</b>	<b>1,846,762</b>	<b>2,169,274</b>
<b>Textbooks / Supplies</b>		
Supplies & Services	1,726,630	1,661,954
Fees & Contractual Services	123,849	189,203
<b>Total Textbooks / Supplies</b>	<b>1,850,479</b>	<b>1,851,157</b>
<b>Computers</b>		
Supplies & Services	707,134	742,297
Fees & Contractual Services	328,239	303,576
<b>Total Computers</b>	<b>1,035,373</b>	<b>1,045,873</b>
<b>Professionals &amp; Para-professionals</b>		
Salaries & Wages	2,695,639	2,948,740
Employee Benefits	648,921	719,276
Supplies & Services	115,442	203,916
Rental Expense	1,068	1,201
Fees & Contractual Services	23,476	20,080
<b>Total Professionals &amp; Para-professionals</b>	<b>3,484,546</b>	<b>3,893,213</b>
<b>Library &amp; Guidance</b>		
Salaries & Wages	1,309,370	1,349,147
Employee Benefits	225,672	247,637
Supplies & Services	10,880	8,022
Fees & Contractual Services	38,319	28,564
<b>Total Library &amp; Guidance</b>	<b>1,584,241</b>	<b>1,633,370</b>



**ST. CLAIR CATHOLIC DISTRICT SCHOOL BOARD**  
**Budget Estimates 2019-20**

EXPENSES BY MINISTRY CATEGORY INSTRUCTION	2019-20 \$	2018-19 \$
<b>Staff Development</b>		
Salaries & Wages	190,348	593,963
Employee Benefits	15,885	60,090
Staff Development	547,179	792,677
<b>Total Staff Development</b>	<b>753,412</b>	<b>1,446,730</b>
<b>Principals &amp; Vice-Principals</b>		
Salaries & Wages	4,463,731	4,438,366
Employee Benefits	516,808	483,783
Staff Development	50,000	38,906
Supplies & Services	1,200	1,200
<b>Total Principals &amp; Vice-Principals</b>	<b>5,031,739</b>	<b>4,962,255</b>
<b>School Offices</b>		
Salaries & Wages	2,038,778	2,108,678
Employee Benefits	620,620	633,780
Staff Development	15,093	14,297
Supplies & Services	222,084	209,150
Fees & Contractual Services	149,025	142,825
<b>Total School Offices</b>	<b>3,045,600</b>	<b>3,108,730</b>
<b>Coordinators &amp; Consultants</b>		
Salaries & Wages	1,649,077	2,197,546
Employee Benefits	200,144	265,458
Supplies & Services	146,657	147,450
Rental Expense	11,079	8,977
Fees & Contractual Services	15,310	12,489
<b>Total Coordinators &amp; Consultants</b>	<b>2,022,267</b>	<b>2,631,920</b>
<b>Continuing Education</b>		
Supplies & Services	159,350	145,148
<b>Total Continuing Education</b>	<b>159,350</b>	<b>145,148</b>
<b>Amortization of Tangible Capital Assets</b>	<b>577,000</b>	<b>577,000</b>
<b>TOTAL INSTRUCTION</b>	<b>82,528,289</b>	<b>85,588,107</b>

**ST. CLAIR CATHOLIC DISTRICT SCHOOL BOARD**  
**Budget Estimates 2019-20**

ADMINISTRATION / TRANSPORTATION	2019-20 \$	2018-19 \$
<b>Trustees</b>		
Salaries & Wages	69,651	70,896
Employee Benefits	3,260	3,337
Staff Development	25,000	25,000
Supplies & Services	8,000	8,000
<b>Total Trustees</b>	<b>105,911</b>	<b>107,233</b>
<b>Director &amp; Supervisory Officers</b>		
Salaries & Wages	579,316	615,829
Employee Benefits	80,421	69,282
Staff Development	21,200	21,200
Supplies & Services	16,000	11,000
<b>Total Director &amp; Supervisory Officers</b>	<b>696,937</b>	<b>717,311</b>
<b>Board Administration</b>		
Salaries & Wages	1,804,323	1,966,943
Employee Benefits	466,539	499,001
Staff Development	61,993	95,606
Supplies & Services	267,605	166,134
Rental Expense	14,382	16,618
Fees & Contractual Services	142,895	129,221
Other	87,217	87,217
<b>Total Board Administration</b>	<b>2,844,954</b>	<b>2,960,740</b>
<b>Amortization of Tangible Capital Assets</b>	<b>371,000</b>	<b>371,000</b>
<b>TOTAL ADMINISTRATION</b>	<b>4,018,802</b>	<b>4,156,284</b>
<b>Transportation</b>		
Supplies & Services	18,000	10,000
Fees & Contractual Services	6,836,661	6,535,209
<b>TOTAL TRANSPORTATION</b>	<b>6,854,661</b>	<b>6,545,209</b>

**ST. CLAIR CATHOLIC DISTRICT SCHOOL BOARD**  
**Budget Estimates 2019-20**

PUPIL ACCOMMODATION / OTHER	2019-20 \$	2018-19 \$
<b>School Operations &amp; Maintenance</b>		
Salaries & Wages	4,180,902	4,405,796
Employee Benefits	1,180,677	1,220,236
Staff Development	16,527	16,443
Supplies & Services	4,014,368	3,812,129
Rental Expense	147,205	90,171
Fees & Contractual Services	393,462	424,429
Other	3,500	3,500
<b>Total School Operations &amp; Maintenance</b>	<b>9,936,641</b>	<b>9,972,704</b>
<b>School Renewal</b>	<b>-</b>	<b>68,855</b>
<b>Capital Debt Interest</b>	<b>822,874</b>	<b>847,996</b>
<b>Amortization of Tangible Capital Assets</b>	<b>4,700,000</b>	<b>4,552,000</b>
<b>Total Pupil Accommodation</b>	<b>15,459,515</b>	<b>15,441,555</b>
<b>Other</b>		
School Generated Funds	2,868,000	2,879,000
Permanent Financing of NPF Debt	198,423	198,423
Post Retirement Benefits	56,776	(1,960)
Provision for Contingencies	143,280	675,352
<b>Total Other</b>	<b>3,266,479</b>	<b>3,750,815</b>
<b>TOTAL EXPENSES</b>	<b>112,127,746</b>	<b>115,481,970</b>

**ST. CLAIR CATHOLIC DISTRICT SCHOOL BOARD**  
**Budget Estimates 2019-20**

<b>ADMINISTRATION AND GOVERNANCE</b>	<b>2019-20</b>	<b>2018-19</b>
	<b>\$</b>	<b>\$</b>
<b>Trustees</b>		
Salaries & Wages	69,651	70,896
Employee Benefits	3,260	3,337
Staff Development	25,000	25,000
Travel	8,000	8,000
Supplies & Services	16,530	14,531
OCSTA Fees	85,217	85,217
<b>Total Trustees</b>	<b>207,658</b>	<b>206,981</b>
<b>Board Administration</b>		
Salaries & Wages	2,383,639	2,582,771
Employee Benefits	546,960	568,283
Staff Development	83,193	78,802
Supplies & Services	267,075	162,603
Fees & Contractual Services	159,277	147,839
Amortization of Employee Future Benefits	65,335	65,335
Managing Information for Student Achievement	37,994	38,006
Parent Engagement	13,500	14,000
<b>Total Board Administration</b>	<b>3,556,973</b>	<b>3,657,639</b>
<b>Total Expenses</b>	<b>3,764,631</b>	<b>3,864,620</b>
<b>Board Administration Revenues</b>		
Grants for Student Needs	3,672,387	3,793,022
Tuition Fees	11,475	11,959
Interest Income	100,000	50,000
Miscellaneous	16,530	45,400
Restraint Savings	(35,761)	(35,761)
<b>Total Revenues</b>	<b>3,764,631</b>	<b>3,864,620</b>
<b>SURPLUS (DEFICIT) FOR COMPLIANCE PURPOSES</b>	<b>-</b>	<b>-</b>

**ST. CLAIR CATHOLIC DISTRICT SCHOOL BOARD**  
**Budget Estimates 2019-20**

SPECIAL EDUCATION	2019-20 \$	2018-19 \$
<b>Staffing Expenses</b>		
Principal/Consultants/Mental Health Lead	733,146	725,492
Elementary Teachers	2,757,209	2,766,013
Secondary Teachers	875,384	866,049
Itinerant Teachers	477,020	469,977
Supply Staff	429,776	467,024
Educational Assistants	7,310,136	7,506,968
Professionals/Para-professionals	1,602,051	1,807,964
<b>Total Staffing Expenses</b>	<b>14,184,722</b>	<b>14,609,487</b>
<b>Operating Expenses</b>		
Special Education Team	260,551	266,541
Student Services	110,464	111,864
Co-op Transportation	18,000	9,000
Section 23 Programs	20,968	19,117
Autism Pilot to Improve School Based Supports for Students	-	40,617
Well Being: Safe, Accepting & Healthy Schools/Mental Health	-	102,408
Mental Health Workers in Schools	-	94,530
Autism Supports & Training	26,736	13,549
SEA Equipment/Operating Expenses	427,711	440,839
Information Services/Administrative Allocations	178,782	149,854
<b>Total Operating Expenses</b>	<b>1,043,212</b>	<b>1,248,319</b>
<b>TOTAL EXPENSES</b>	<b>15,227,934</b>	<b>15,857,806</b>
<b>Grants for Student Needs</b>		
Special Education Per Pupil Amount (SEPPA)	6,701,164	6,578,810
Differentiated Special Education Needs Amount (DSENA)	6,453,701	6,452,123
Behaviour Expertise Amount (BEA)	253,251	126,373
Special Education Equipment Amount (SEA)	769,893	754,222
Section 23 Facilities Amount	159,039	152,144
Other GSN Allocations	631,257	1,065,054
Self-Contained Classes (Foundation/Q&E Grants)	168,574	207,642
<b>Total Grants for Student Needs</b>	<b>15,136,879</b>	<b>15,336,368</b>
<b>Other Revenues</b>		
Autism Pilot to Improve School Based Supports for Students	-	219,520
Well Being: Safe, Accepting & Healthy Schools / Mental Health	-	102,408
Mental Health Workers in Schools	-	199,510
<b>Total Other Revenues</b>	<b>-</b>	<b>521,438</b>
<b>Total Revenues</b>	<b>15,136,879</b>	<b>15,857,806</b>
<b>SURPLUS (DEFICIT)</b>	<b>(91,055)</b>	<b>-</b>

**ST. CLAIR CATHOLIC DISTRICT SCHOOL BOARD**  
**Budget Estimates 2019-20**

FACILITY OPERATIONS & MAINTENANCE	2019-20 \$	2018-19 \$
<b>Administration</b>		
Salaries & Wages	694,040	800,830
Employee Benefits	174,669	198,258
Staff Development	10,435	10,345
Supplies & Services	31,710	31,000
<b>Total Administration</b>	<b>910,854</b>	<b>1,040,433</b>
<b>Custodial Services</b>		
Salaries & Wages	2,998,703	3,123,152
Employee Benefits	872,266	891,164
Staff Development	3,000	3,000
Supplies & Services	964,805	839,675
<b>Total Custodial Services</b>	<b>4,838,774</b>	<b>4,856,991</b>
<b>Maintenance Services</b>		
Salaries & Wages	484,828	478,411
Employee Benefits	132,902	129,986
Staff Development	3,000	3,000
Supplies & Services	1,265,746	1,125,946
Fees & Contractual Services	93,900	83,900
Other	3,500	3,500
<b>Total Maintenance Services</b>	<b>1,983,876</b>	<b>1,824,743</b>
<b>Facility Services - Other</b>		
Utilities	1,903,601	1,983,227
Liability Insurance	60,860	50,000
Property Insurance	22,494	18,000
Vehicle Insurance	7,610	6,000
Legal Fees - Property	5,000	5,000
Tangible Capital Assets	96,000	92,000
Community Use of Schools	123,582	188,011
Information Services Allocation	79,990	69,154
<b>Total Facility Services - Other</b>	<b>2,299,137</b>	<b>2,411,392</b>
<b>Total Expenses</b>	<b>10,032,641</b>	<b>10,133,559</b>
<b>Facility Services Revenues</b>		
Grants for Student Needs	9,595,725	9,642,553
EPO Funding - Community Use of Schools	-	62,400
Rental Revenues	427,268	418,127
Tuition Fees	19,671	20,502
Restraint Savings	(10,023)	(10,023)
<b>Total Revenues</b>	<b>10,032,641</b>	<b>10,133,559</b>
<b>SURPLUS (DEFICIT)</b>		
	-	-

**ST. CLAIR CATHOLIC DISTRICT SCHOOL BOARD**  
**Budget Estimates 2019-20**

SUMMARY OF STAFFING	2019-20 \$	2018-19 \$
<b>Instruction - Classroom</b>		
Classroom Teachers	497.07	510.00
Educational Assistants	144.50	150.00
Early Childhood Educators	32.00	40.00
Professionals & Para-professionals	52.80	58.60
Library & Guidance	18.00	20.00
<b>Total Instruction - Classroom</b>	<b>744.37</b>	<b>778.60</b>
<b>Instruction - Non-Classroom</b>		
Principals & Vice-Principals	34.50	35.50
School Office	43.00	46.50
Coordinators & Consultants	11.00	12.00
Special Assignment Teachers (Funded)	2.00	7.00
<b>Total Instruction - Non-Classroom</b>	<b>90.50</b>	<b>101.00</b>
<b>Administration</b>		
Director & Supervisory Officers	3.00	3.00
Board Administration	23.50	24.50
<b>Total Administration</b>	<b>26.50</b>	<b>27.50</b>
<b>Facility Operations</b>		
Administration	8.00	9.80
Custodial Services	59.62	61.00
Maintenance Services	8.00	8.00
<b>Total Facility Operations</b>	<b>75.62</b>	<b>78.80</b>
<b>TOTAL STAFFING</b>	<b>936.99</b>	<b>985.90</b>