



Hastings and Prince Edward District School Board

2013 - 2014 BUDGET

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

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DWAYNE INCH, Chair of the Board

MANDY SAVERY-WHITEWAY, Director of Education

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MEMBERS OF THE HASTINGS AND PRINCE EDWARD DISTRICT SCHOOL BOARD

CHAIR

Dwayne Inch South Prince Edward

VICE-CHAIR

Mary Hall, B.Sc.(Hon) Belleville/Thurlow

TRUSTEES

Mike Brant Tyendinaga/Mohawk Territory

Samuel J. J. Clements, P.Eng Trenton/CFB Trenton

Jennifer Cobb North Prince Edward

Bonnie Danes Centre Hastings

Thelma Goodfellow South East Hastings

Lucille Kyle North Hastings

Dave Patterson Belleville/Thurlow

Jim Williams Sidney/Frankford

SENIOR ADMINISTRATION

Mandy Savery-Whiteway Director of Education and Secretary of the Board

Colleen DeMille Superintendent of Education – School Climate & Student Well-Being and Schools

Trish Fitzgibbon Superintendent of Education - Human Resources Support Services and Schools

Tina Jones..... Student Success Lead

Kelvin MacQuarrie..... Senior Information and Technology Services Officer

Leslie Miller Superintendent of Business Services and Treasurer of the Board

Cathy Portt Superintendent of Education - Curriculum Services and Schools

June Rogers..... Superintendent of Education - Special Education Services and Schools

Don Tregenza Controller of Facility Services

BOARD PROFILE

• Student enrolment	Elementary	9,353
	Secondary	5,232
	Adult/Continuing Education	106
		14,691
• School facilities	Elementary	40
	Secondary	9
		52
• Board staff (full-time equivalent).....		1,722
• Trustees (9 elected, one appointed).....		10
• Elector population.....		110,321
• Jurisdiction area (square kilometres)		7,200
• Transportation (approximate)	Students transported – as at September 2013.....	31,224 *
	Contracted operators – as at September 2013	45 *
	Daily kilometres travelled – as at September 2013	91,609 *

Hastings and Prince Edward District School Board is a member of Tri-Board Student Transportation Services Consortium along with Algonquin and Lakeshore Catholic District School Board and Limestone District School Board. Tri-Board Student Transportation Services Consortium administers bus routes for both public and Catholic students residing in Frontenac, Hastings and Prince Edward, and Lennox and Addington counties.

* These represent totals for the entire Tri-board area. Of the 31,492 students transported, 10,284 are Hastings and Prince Edward District School Board students.

EXECUTIVE SUMMARY

Background

On March 27, 2013 the Ministry of Education released details of the 2013-2014 Grants for Student Needs (GSN). The provincial government indicated that the total GSN funding for the province is projected to remain at about \$21 Billion but that individual board funding levels would continue to reflect local enrolment fluctuations.

The total funding allocation must also accommodate the further rollout of full day kindergarten. The 2013-2014 school year will be year 4 of the 5 year implementation period. In Hastings and Prince Edward District School Board the number of students in full day kindergarten is expected to increase from 910 funded students to 1,404.

The board's secondary schools will see a further decline in student enrolment of an estimated 350 students as the lower enrolments experienced in elementary schools in past years continue to be experienced by the board's secondary schools. This decline is projected to continue for the next couple of years, and then begin to stabilize.

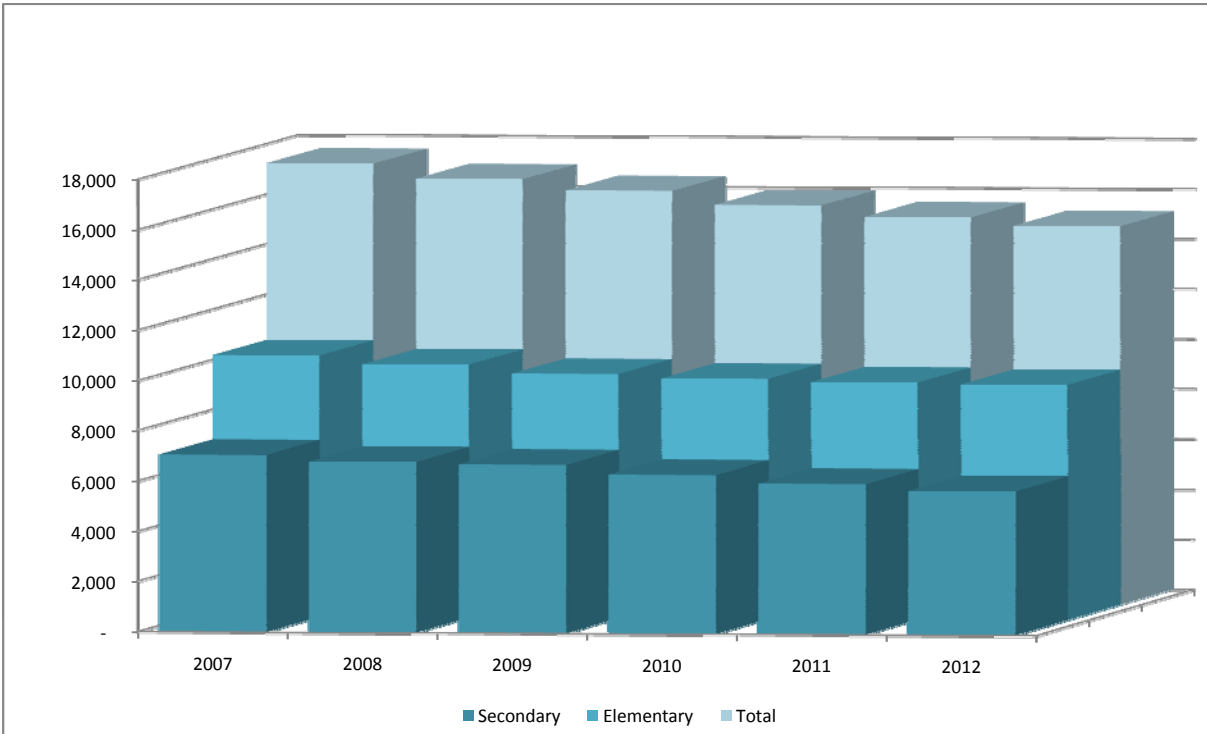
The 2013-2014 budget for Hastings and Prince Edward District School Board was approved at the Board meeting of June 17, 2013. The operating budget is \$191,950,758 and requires no draw against the board's limited accumulated surplus. In addition, a capital budget in the amount of \$20,500,792 was approved which includes the construction of a new school on the Harmony site. The budget is compliant with Ministry of Education requirements with respect to administration expenses and balanced budget determination. Financial projections within the budget are consistent with the terms of the current labour frameworks.

The improved financial position reflects the difficult decisions made over the past few years and the Board's continued consolidation of school space. As secondary school enrolment continues to decline over the next few years, additional work will be necessary to ensure operational costs are in line with available provincial funding.

The 2013-2014 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.

Details of the budget are summarized on the following pages.

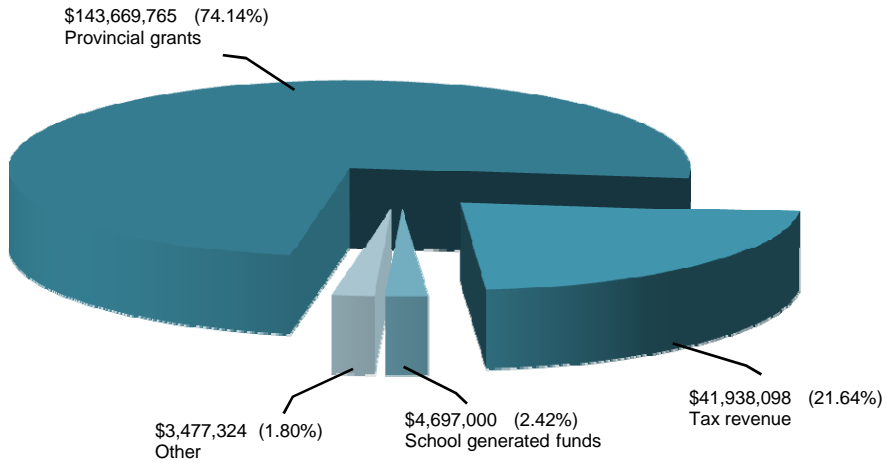
ENROLMENTS (2007 - 2012)



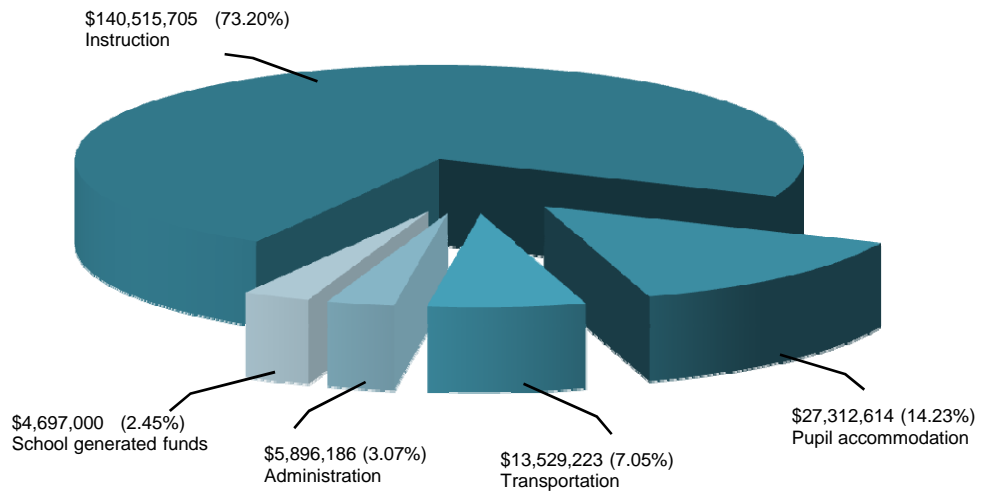
	2007	2008	2009	2010	2011	2012
Secondary	7,046	6,790	6,700	6,319	5,990	5,730
Elementary	10,416	10,077	9,725	9,558	9,434	9,367
Total	17,462	16,867	16,425	15,877	15,424	15,097

Figures shown are October 31st full-time equivalents.

SOURCES OF REVENUE
BASED ON 2013-2014 BUDGET OF \$193,782,187



OPERATING EXPENSES
BASED ON 2013-2014 BUDGET OF \$191,950,728



CONSOLIDATED STATEMENT OF OPERATIONS

Revenues	2011-2012 Actual	2012-2013 Estimates	2013-2014 Estimates
Provincial Funding	133,969,210	132,034,552	128,532,798 *
Provincial Grants - Other	4,027,500	6,406,526	8,766,920
Local Taxation	41,951,294	42,285,395	41,938,098 *
School Generated Funds	4,694,066	4,386,627	4,697,000
Federal Grants and Fees	1,492,558	1,285,954	1,448,459
Investment Income	89,777	50,000	50,000
Other Revenues - School boards	10,535	10,000	10,000
Other Fees and Revenues	2,099,827	2,184,606	1,968,865
Amortization of DCC	5,166,334	4,775,115	6,370,047
	\$ 193,501,101	\$ 193,418,775	\$ 193,782,187
Expenses			
Instruction	135,817,607	141,571,563	140,515,705
Administration	5,574,570	6,089,684	5,896,186
Transportation	13,860,319	14,077,303	13,529,223
Pupil Accommodation	23,616,146	25,802,764	27,312,614
School Generated Funds	4,777,713	4,386,627	4,697,000
	\$ 183,646,355	\$ 191,927,941	\$ 191,950,728
Sub Total	9,854,746	1,490,834	1,831,459
Appropriated for Employee Future Benefits and Vacation Accrual	10,763,196	1,745,847	1,831,459
Surplus/(Deficit) For Compliance	\$ (908,450)	\$ (255,013)	\$0

*** Total Grants for Student Needs** **128,532,798 + 41,938,098 = 170,470,896**

GRANTS FOR STUDENT NEEDS

	<u>2011-2012 Actual</u>	<u>2012-2013 Estimates</u>	<u>2013-2014 Estimates</u>
Pupil Foundation Grant	78,552,693	76,887,659	73,841,308
School Foundation Grant	12,952,558	12,767,049	12,302,929
Special Education	22,018,960	21,554,988	21,136,913
School Operations	16,762,518	16,955,650	16,879,104
Transportation	14,008,236	13,695,746	13,678,934
Teacher Qualifications and Experience	13,754,789	13,719,137	14,048,047
Board Administration and Governance	4,816,475	4,706,459	4,638,704
School Renewal	4,809,321	4,959,617	4,931,505
Debt Repayment (Interest Portion)	1,693,001	1,647,743	1,749,810
Learning Opportunities	2,702,786	2,661,289	2,467,772
Remote and Rural/Distant Schools	3,024,184	3,052,269	3,095,373
Language Allocation	1,859,538	1,867,777	1,759,644
Declining Enrolment Grant	1,102,702	872,715	927,667
Continuing Education	513,040	476,303	473,315
Program Enhancement	501,800	-	-
First nation, Metis and Inuit	1,052,519	867,993	941,059
Safe Schools	321,596	314,019	305,698
Community Use	247,017	245,112	246,990
Short Term Interest on Capital	150,894	440,399	242,000
Restraint Savings	(137,145)	(137,145)	(137,145)
Sub total	<u>\$ 180,707,482</u>	<u>\$ 177,554,779</u>	<u>\$ 173,529,627</u>
Less Tangible Capital Assets	(1,539,823)	(1,283,600)	(1,283,600)
Less School Renewal Capital & Interest	<u>(3,317,437)</u>	<u>(1,951,232)</u>	<u>(1,775,131)</u>
Total	<u><u>\$ 175,850,222</u></u>	<u><u>\$ 174,319,947</u></u>	<u><u>\$ 170,470,896</u></u> *

* Represents the sum of Provincial Funding and Local Taxation on Consolidated Statement of Operations

STATEMENT OF EXPENSES

Expense Categories	Salaries and Wages	Employee Benefits	Staff Development	Supplies and Services	Interest Charges on Capital	Rental Expense	Fees & Contract. Services	Other	Amortization and Write Downs & Net loss on disposal	Total Expenses
INSTRUCTION										
Classroom Teachers	81,349,334	8,819,616			-	-	-			90,168,950
Supply Teachers	3,539,879	477,684								4,017,563
Teacher Assistants/Early Childhood Educator	11,531,869	2,886,464								14,418,333
Textbooks/Supplies				3,223,879		268,000	66,800	4,000		3,562,679
Computers				1,179,770		-	-	-		1,179,770
(Para)Professionals/Technicians	3,294,539	794,082		183,670		5,000	75,000	-		4,352,291
Library/Guidance	2,510,503	341,903		5,200				-		2,857,606
Staff Development	718,771	11,806	389,029					-		1,119,606
Department Heads	370,000	-								370,000
Principals and Vice-Principals	7,405,021	631,722	20,000	65,200				-		8,121,943
School Office	3,692,310	833,153	49,400	893,400		-	230,000			5,698,263
Coordinators and Consultants	2,405,935	302,661		124,225			10,099	-		2,842,920
Continuing Educator	473,818	61,809	-	28,170		6,100		-		569,897
Amortization and Write Downs									1,133,291	1,133,291
Loss on disposal of TCA and assets held for sale									-	-
Instruction Subtotal	117,291,979	15,160,900	458,429	5,703,514	-	279,100	381,899	4,000	1,133,291	140,413,112
ADMINISTRATION										
Trustees	102,505	2,300	31,000	45,500				5,000		186,305
Directors/Supervisory Officers	1,007,958	122,855	11,500	38,600				-		1,180,913
Board Administration	2,448,894	536,802	120,300	734,379		24,800	458,020	148,930		4,472,125
Amortization and Write Downs									158,840	158,840
Loss on disposal of TCA and assets held for sale									-	-
Administration Subtotal	3,559,357	661,957	162,800	818,479	-	24,800	458,020	153,930	158,840	5,998,183
TRANSPORTATION										
Pupil Transportation	-	-	-	-	-	-	13,390,024	-		13,390,024
Transportation-Provincial Schools	-	-	-	-	-	-	119,256	-		119,256
Amortization and Write Downs									19,943	19,943
Loss on disposal of TCA and assets held for sale									-	-
Transportation Subtotal	-	-	-	-	-	-	13,509,280	-	19,943	13,529,223
PUPIL ACCOMMODATION										
School Operations/Maintenance	7,686,521	1,954,610	21,300	6,206,410		30,000	802,500	40,000		16,741,341
School Renewal				3,398,374	1,829,101					5,227,475
Other Pupil Accommodation										-
Amortization and Write Downs									5,344,394	5,344,394
Loss on disposal of TCA and assets held for sale									-	-
Pupil Accommodation Subtotal	7,686,521	1,954,610	21,300	9,604,784	1,829,101	30,000	802,500	40,000	5,344,394	27,313,210
OTHER										
School Generated Funds				4,697,000					4,697,000	
Other Non-Operating Expenses	-	-	-	-	-				-	-
Amortization and Write Downs										-
Loss on disposal of TCA and assets held for sale										-
Provision for contingencies										-
Subtotal - Other	-	-	-	4,697,000					4,697,000	
TOTAL EXPENSES	128,537,857	17,777,467	642,529	20,823,777	1,829,101	333,900	15,151,699	197,930	6,656,468	191,950,728

CAPITAL EXPENDITURES SUMMARY

	<u>2011-2012 Actual</u>	<u>2012-2013 Estimates</u>	<u>2013-2014 Estimates</u>
Minor Capital Assets (Furniture, computers, vehicles)	1,682,282	1,283,600	1,283,600
Land, Buildings, Construction in Progress			
Athol-South Marysburgh P.S.	218,272	-	-
York River P.S.	690,150	-	
Prince Charles P.S. (Belleville)	1,639,556	-	-
Sir John A. Macdonald P.S.	1,077,195	-	-
Full Day Kindergarten	1,149,028	6,422,039	6,453,193
Other (short term Interest on capital projects)	416,727	440,399	242,000
New Stirling and Tweed Schools	1,915,126	15,605,258	-
New Harmony School	-	-	9,421,149
Harry J. Clarke Public School	-	-	867,719
School Condition Improvement	-	-	1,533,131
Prince Charles P.S. (T) - Addition	-	-	700,000
	<u>\$ 8,788,336</u>	<u>\$ 23,751,296</u>	<u>\$ 20,500,792</u>

ACCUMULATED SURPLUS/DEFICIT

	Balance at Sept 1, 2013	Transfer to committed capital	In-Year Increase (+) / Decrease (-)	Balance at Aug 31, 2014
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Available for Compliance - Unappropriated

Operating Accumulated Surplus	(672,218)	-	2,362,345	1,690,127
Total Unappropriated	(672,218)	-	2,362,345	1,690,127

Available for Compliance - Internally Appropriated

Retirement Gratuities	-	-	-	-
WSIB	625,915	-	-	625,915
School Renewal (previously included in pupil accommodation debt reserve)	-	-	-	-
Amounts previously included in pupil accommodation debt reserves that are not related to NPP or School Renewal	-	-	-	-
Other Purposes - Operating				
Future Benefits	2,362,345	-	(2,362,345)	-
Committed Sinking Fund interest earned	-	-	-	-
Committed Capital Projects	-	-	-	-
Other Purposes - Capital				
Committed Capital Projects				
Total Internally Appropriated	2,988,260	-	(2,362,345)	625,915

Total Accumulated Surplus / (Deficit) Available for Compliance

	2,316,042	-	(1)	2,316,042
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Unavailable for Compliance

Employee Future Benefits - retirement gratuity liability .	(20,526,377)		1,800,559	(18,725,818)
Employee Future Benefits - Early Retirement Incentive Plan .	-		-	-
Employee Future Benefits - Retirement Health, Dental, Life Insurance Plans etc.	(359,696)		39,966	(319,730)
Employee Future Benefits - other than those above	(1,398,136)		(25,000)	(1,423,136)
Interest to be Accrued	(471,356)		15,934	(455,422)
School Generated Funds	2,078,986		-	2,078,986
Revenues recognized for land	173,733	-	-	173,733
Total Unavailable for Compliance	(20,502,846)	-	1,831,459	(18,671,387)

Total Accumulated Surplus/(Deficit)

	(18,186,804)	-	1,831,459	(16,355,346)
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STAFFING BY PROGRAMS - 2013-2014

Regular Program Staffing

Report staffing based on FTE as of October 31 (One decimal)

STAFFING	Elementary	Secondary	Total Regular Program
Classroom Instruction			
Classroom Teachers (other than teachers included below)	475.2	301.2	776.4
Classroom Teachers (French - Extended and Immersion)	-	-	-
Other School Based Teachers, Specialist Teachers & Resource Teachers			
Art (Elementary)	2.0		2.0
Music (Elementary)	8.0		8.0
Drama (Elementary)	2.0		2.0
Physical Education (Elementary)	15.0		15.0
French - Core (Elementary)	25.0		25.0
Other Specialist Teachers (Elementary)	6.0		6.0
Student Success Teachers (Secondary)		8.0	8.0
Resource Teachers and Other	-	-	-
Principals - instruction time only	1.5	-	1.5
Vice-Principals - instruction time only	4.0	-	4.0
Care and Treatment and Correctional Facilities			
Total Classroom Instruction Teachers	538.7	309.2	847.9
Teacher Assistants			
Teacher Assistants - General	-	-	-
Early Childhood Educator	56.0		56.0
Care and Treatment and Correctional Facilities Assistants			
Student Support - Professionals, Paraprofessionals and Technicians			
Social Services	-	-	-
Child & Youth workers	1.5	1.5	3.0
Speech Services	-	-	-
Psychological Services	-	-	-
Attendance Counselling	1.0	1.0	2.0
Lunchroom/Noon hour/Bus/Yard Supervision	1.0	7.2	8.2
Computer and Other Technical Student Support Services	9.9	9.9	19.8
Clerical and Secretarial staff			
Other Professional and Paraprofessional Staff, Teachers or Teacher Assistants	1.0	-	1.0
Library and Guidance			
Library Teachers	1.0	8.0	9.0
Guidance Teachers	-	12.7	12.7
Library technicians	14.6	2.0	16.6
Other staff - Library/Guidance	-	-	-
School Administration			
Principals - Administrative Time	35.5	8.0	43.5
Vice-Principals - Administrative Time	9.0	11.0	20.0
Department Heads - Release Time	-	-	-
Clerical and Secretarial Staff	50.0	30.9	80.9
Coordinators and Consultants			
Coordinators and Consultants	8.5	8.5	17.0
Clerical and Secretarial staff			
TOTAL	727.7	409.9	1,137.6

STAFFING BY PROGRAMS - 2013-2014

Special Education//Total Staffing

Report staffing based on FTE as of October 31 (One decimal)

STAFFING	Special Education - Elementary	Special Education - Secondary	Total Day School Programs	Continuing Education, Summer School & Adult Day School	GRAND TOTAL
Classroom Instruction					
Classroom Teachers (other than teachers included below)	56.4	32.4	865.2	-	865.2
Classroom Teachers (French - Extended and Immersion)			-	-	-
Other School Based Teachers, Specialist Teachers & Resource Teachers					
Art (Elementary)	-		2.0		2.0
Music (Elementary)	-		8.0		8.0
Drama (Elementary)	-		2.0		2.0
Physical Education (Elementary)	-		15.0		15.0
French - Core (Elementary)	-		25.0		25.0
Other Specialist Teachers (Elementary)	-		6.0		6.0
Student Success Teachers (Secondary)			8.0	-	8.0
Resource Teachers and Other	-	-	-	-	-
Principals - instruction time only	-	-	1.5	-	1.5
Vice-Principals - instruction time only	-	-	4.0	-	4.0
Care and Treatment and Correctional Facilities	3.6	1.0	4.6		4.6
Total Classroom Instruction Teachers	60.0	33.4	941.3	-	941.3
Teacher Assistants					
Teacher Assistants - General	150.0	74.7	224.7	-	224.7
Early Childhood Educator	-		56.0		56.0
Care and Treatment and Correctional Facilities Assistants	2.7	-	2.7		2.7
Student Support - Professionals, Paraprofessionals and Technicians					
Social Services	-	-	-	-	-
Child & Youth workers	8.0	7.7	18.7	-	18.7
Speech Services	1.0	1.0	2.0	-	2.0
Psychological Services	2.0	2.0	4.0	-	4.0
Attendance Counselling	-	-	2.0	-	2.0
Lunchroom/Noon hour/Bus/Yard Supervision	-	-	8.2	-	8.2
Computer and Other Technical Student Support Services	1.5	1.0	22.3	-	22.3
Clerical and Secretarial staff					-
Other Professional and Paraprofessional Staff, Teachers or Teacher Assistants	-	-	1.0	-	1.0
Library and Guidance					
Library Teachers	-	-	9.0	-	9.0
Guidance Teachers	-	-	12.7	-	12.7
Library technicians	-	-	16.6	-	16.6
Other staff - Library/Guidance	-	-	-	-	-
School Administration					
Principals - Administrative Time	-	-	43.5	-	43.5
Vice-Principals - Administrative Time	-	-	20.0	-	20.0
Department Heads - Release Time	-	-	-	-	-
Clerical and Secretarial Staff	-	-	80.9	-	80.9
Coordinators and Consultants					
Coordinators and Consultants	6.0	1.0	24.0	1.0	25.0
Clerical and Secretarial staff					5.5
TOTAL	231.2	120.8	1,489.6	1.0	1,496.1

STAFFING - 2013-2014
Administration, Transportation & School Operations Staffing

Report staffing based on FTE as of October 31 (One decimal)

STAFFING	Elementary	Secondary	
Administration and Governance			
Trustees			10.0
Directors and Supervisory Officers			6.0
Other Academic Staff - Teachers, Principals, Vice-principals			-
Managerial/Professional Staff			8.5
Clerical / Secretarial / Technical and Specialized Staff			33.1
Pupil Transportation			
Managerial/Professional Staff			-
Clerical and Secretarial Staff			-
Technical and Specialized/Bus Drivers (employed by board)			-
Transportation Assistants			-
School Operations			
Managerial/Professional Staff			9.0
Clerical and Secretarial Staff			3.0
Custodial Staff	76.5	62.3	138.8
Maintenance Staff	8.5	8.5	17.0
Other Non-Operating - All Staff			
Other Non-Operating - All Staff			-
TOTAL			225.4
Grand Total			1,721.5