

# YORK CATHOLIC DISTRICT SCHOOL BOARD AGENDA

## SPECIAL BOARD MEETING

Wednesday, June 7, 2023

**(Immediately Following Special CTW - Approximately 8:45 pm)**

### LAND ACKNOWLEDGEMENT

*We are gathered on the ancestral lands and waters of all Indigenous Peoples, who have left their footprints on Mother Earth before us.  
We respectfully acknowledge, those who have walked on it, those who walk on it now, and future generations who have yet to walk upon it.  
We pray to the Creator for strength and wisdom that all may continue to serve as stewards of the earth.*

1. OPENING PRAYER
2. LAND ACKNOWLEDGEMENT F. Alexander
3. ROLL CALL D. Scuglia
4. APPROVAL OF NEW MATERIAL F. Alexander
5. APPROVAL OF THE AGENDA F. Alexander
6. DECLARATIONS OF CONFLICT OF INTEREST FOR CURRENT MEETING
7. DECLARATIONS OF CONFLICT OF INTEREST FROM PREVIOUS MEETING
8. APPROVAL OF THE PREVIOUS MINUTES: N/A
9. BUSINESS ARISING FROM MINUTES OF PREVIOUS MEETING
10. CHAIR'S REPORT / UPDATE / INSPIRATIONAL MESSAGES: N/A
11. OCSTA BOARD OF DIRECTOR'S UPDATE: N/A
12. DIRECTOR'S REPORT / UPDATE: N/A
13. STUDENT TRUSTEES' REPORT: N/A
14. RECOGNITIONS / OUTSIDE PRESENTATIONS: N/A
15. DELEGATIONS: N/A
16. JOURNEY TOWARDS OUR VISION – STAFF PRESENTATIONS
 

C. McNeil **2**

  - a) 2023-2024 Preliminary Financial Position
17. ACTION ITEM(S) (*including Committee Reports*)
 

M. Iafrate  
J. Wigston

  - a) Approval of Report 2023:16 Special Committee of the Whole (June 7)
  - b) Approval of Report 2023:03 Corporate Services Committee (June 7)
18. DISCUSSION ITEM (S)
 

E. Crowe **10**

  - a) TRUSTEE MOTION: Finding Transportation Efficiencies Thru School Bell Times Review
19. INFORMATION ITEM(S)
20. NOTICES OF MOTION  
*(Notices of Motion are to be submitted in writing and will return to the subsequent meeting as Information, the following meeting as Discussion, and finally Action at the next Board Meeting.)*
21. FUTURE AGENDA ITEM(S) / REQUEST FOR INFORMATION
22. ADJOURNMENT F. Alexander

**Father in Heaven,  
We recognize and acknowledge  
that You are God.  
You have made us to be Your people  
and the sheep of Your pasture.  
Baptize us with the truth we need  
throughout our lives.  
Give us the gift to discern who we are  
and what we should become.  
Amen**

# 2023-24 Budget Development: Preliminary Financial Position

Special Board  
**June 7, 2023**

Prepared by:  
Submitted by:  
Endorsed by:

Kim Scanlon, Budget Manager  
Calum McNeil, CFO and Treasurer of the Board  
Domenic Scuglia, Director of Education and Secretary of the Board





# Preliminary Operating Position

(\$ millions)	2023-24 Estimates	2022-23 Revised Estimates	Change
<b><u>Operating Revenue</u></b>			
GSN Funding	590.5	591.5	(1.0)
PPF and Other Grants/Programs	8.0	6.5	1.5
<b>Other Revenue</b>			
Continuing Education	6.2	6.2	-
International Student Fees	3.9	2.5	1.4
Other Miscellaneous Revenue	6.1	6.3	(0.2)
<b>Total Other Revenue</b>	<b>16.2</b>	<b>15.0</b>	<b>1.2</b>
<b>Total Operating Revenue</b>	<b>614.7</b>	<b>613.0</b>	<b>1.7</b>
<b><u>Operating Expenses</u></b>			
Salaries and Benefits	557.4	547.8	9.6
Other Expenses	69.8	70.5	(0.7)
<b>Total Operating Expenses</b>	<b>627.2</b>	<b>618.3</b>	<b>8.9</b>
<b>Compliance In-Year Position</b>	<b>(12.5)</b>	<b>(5.3)</b>	<b>(7.2)</b>



# Cost Savings and Investments Summary

In-Year position before any investments/savings = **\$18.8M Deficit**

Current position, after approved cost savings, staffing adjustments, and significant assumptions made to date <sup>(1)</sup> = **\$12.5M Deficit** <sup>(2)</sup>

For Trustee Approval	FTE	(\$000's)
Human Resources - Surveillance - Absenteeism (slide 4)	-	100
Information Systems - Cyber Security (slide 5)	1.0	130
Plant - Snow Removal (slide 6)	-	(1,500)
	<b>1.0</b>	<b>(1,270)</b>

After additional cost savings /investments, position would improve to **\$11.2M Deficit**

- 1) Approved cost savings and staffing adjustments are not available at this time as the Board is currently involved in collective bargaining. Significant budget assumptions include savings assumptions on Supply Staff, Board Admin and Plant – Maintenance as disclosed at the May 29 Board. A detailed summary of all movement from the preliminary deficit number will be provided at the June 20 Board meeting.
- 2) Refer slide 2 for current Preliminary Financial Position



# Human Resources: Surveillance - Absenteeism

No.	Description	FTE	Investment (\$000's)
P1	Surveillance budget for Culpable Absenteeism	-	100

## Outcome

Allow the Board to contract the services of private investigators to assist the Board in addressing and managing concerns regarding culpable absenteeism.

## Impact

Considering the Board's absenteeism data provided by a third party, there is a required system investment to properly and fully investigate fraudulent use of sick leave and other paid absences.



# Information Systems: Cyber Security

No.	Description	FTE	Investment (\$000's)
P2	Security & Technology Business Continuity Specialist	1	130

## Outcome

Create a new position in Information Systems to assess and manage information technology (IT) risk. This position will facilitate remediation of identified vulnerabilities for IT security risk across the Board enterprise and classroom infrastructure, and assist or oversee IT audits, IT risk assessments and regulatory compliance.

## Impact

Work towards ensuring the safety of YCDSB and develop documentation including, but not limited to, Technology Business Continuity Plan, Incident Response Plan, Disaster Recovery Plan and a Crisis Management Plan.



# Plant: Snow Removal

No.	Description	FTE	Savings (\$000's)
P3	Discontinue Winter Maintenance of Play Areas (Elementary)	-	(1,500)

## Outcome

The annual budget for winter maintenance is \$3.2 million. By eliminating winter maintenance for the secondary area (the play area) at elementary schools, potential savings can be realized of approximately \$1.5 million per year. Our current contract provides separate pricing for primary and secondary areas at elementary schools.

## Impact

Winter maintenance (snow plowing and salt application) relating to the play area located at the back of the school (secondary area) will be discontinued.



# Appendix 1 – Enrolment Projection

Enrolment	2023-24 Estimates	2022-23 Revised Estimates	Change
<b><u>Elementary</u></b>			
Pupils of the Board	30,496	31,427	(931)
International Students	69	38	31
	<b>30,565</b>	<b>31,465</b>	<b>(900)</b>
<b><u>Secondary</u></b>			
Pupils of the Board	18,579	18,376	203
International Students	161	106	55
	<b>18,740</b>	<b>18,482</b>	<b>258</b>
<b>Total Enrolment</b>	<b>49,305</b>	<b>49,947</b>	<b>(642)</b>

The Board continues to experience declining Elementary enrolment while Secondary enrolment has been stable for several years. International student enrolment is recovering post pandemic.





## Appendix 2 – Preliminary Grants for Student Needs (GSN) Revenue

(\$ millions)	2023-24 Estimates	2022-23 Revised Estimates	Change \$
Pupil Foundation Grant	284.4	284.0	0.4
School Foundation Grant	37.7	37.0	0.7
Special Purpose Grants			
Special Education Grant	71.5	70.8	0.7
Language Grant	15.1	14.9	0.2
Indigenous Education Grant	2.0	4.4	(2.4)
One-Time Realignment Mitigation Fund (Ind Ed)	1.1	-	1.1
Geographic Circumstances Grant (RNEF)	0.1	0.1	-
Learning Opportunities Grant	8.0	7.4	0.6
Mental Health and Well-being Grant	2.4	2.3	0.1
Supports for Students Fund	5.5	5.5	-
Continuing Education and Other Programs Grant	5.4	5.4	-
Cost Adj. & Teacher Qualifications & Experience	62.6	61.9	0.7
Student Transportation Grant	20.5	19.8	0.7
Declining Enrolment Adjustment	2.4	2.1	0.3
School Board Administration and Governance	16.3	15.4	0.9
School Facility Operations	53.2	52.3	0.9
Program Leadership Allocation	1.0	1.0	-
COVID-19 Learning Recovery Fund	-	7.2	(7.2)
Debt Service Support	0.2	0.2	-
Short Term Interest	0.2	0.2	-
<b>Total Grants For Student Needs (GSN)</b>	<b>589.6</b>	<b>591.9</b>	<b>(2.3)</b>
Minor Tangible Capital Assets (TCA)	(1.0)	(1.0)	-
Transfer to/(from) Deferred Revenue	1.9	0.6	1.3
<b>Total GSN incl. Minor TCA and Change in Def. Rev</b>	<b>590.5</b>	<b>591.5</b>	<b>(1.0)</b>



# York Catholic District School Board

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May 23, 2023

## Finding Transportation Efficiencies Thru School Bell Time Review

- Whereas** in a report to the Joint Board Consortium dated December 2014, staff stated the following: "Savings can result from changing some existing school bell times. Changing bell times would ensure that school bus routes operate as efficiently as possible and would allow for the re-use of existing vehicles."
- Whereas** a process for School Bell Time Management was developed and presented to the Joint Board Consortium dated June 2015. It recommended that parents were notified no later than December for changes to be implemented the following September
- Whereas** the implementation of the process was postponed indefinitely, ie never implemented, because Student Transportation Services wanted to implement new routing software which would make modeling easier.
- Whereas** the new transportation funding model did not adequately address the YCDSB's transportation funding shortfall
- Whereas** the board has a deficit and other boards have found significant savings by undertaking a system wide review. For example, Durham DSB and Durham Catholic DSB saved \$1.9 M in 2017 and took 48 buses off the road after implementing a system-wide bell-time review. In 2022-23 they undertook a second study to find further savings since school demographics and riderships had changed.
- Whereas** reducing the number of buses will help address the bus driver shortfall.

## LET IT BE RESOLVED

**THAT** Student Transportation Services undertake a bell time review to find transportation efficiencies with a report to come to the Board for September 2024 implementation.

Elizabeth Crowe  
Trustee  
Aurora / King / Whitchurch-Stouffville

**Reference No. 2023:11:0523:EC**