



Hastings and Prince Edward
District School Board

Lucille Kyle, Chair of the Board
Mandy Savery-Whiteway, Director of Education

Possibilities
TODAY & TOMORROW

2017 – 2018

BUDGET

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**HASTINGS AND PRINCE EDWARD DISTRICT SCHOOL BOARD
BOARD OF TRUSTEES**

Tom Biniaris	Trenton and CFB Trenton
Mike Brant	Tyendinaga Mohawk Territory
Justin Bray	Southeast Hastings
Jennifer Cobb	North Prince Edward
Bonnie Danes	Centre Hastings
Mary Hall	Belleville/Thurlow
Dwayne Inch	South Prince Edward
Lucille Kyle, Chair	North Hastings
Dave Patterson, Vice-chair	Belleville/Thurlow
Jim Williams	Sidney and Frankford

SENIOR ADMINISTRATION

Laina Andrews Superintendent of Education - Human Resources Support Services and Schools

Colleen DeMille Superintendent of Education – Student Services and Schools

Nick Pfeiffer Superintendent of Business Services and Treasurer of the Board

Cathy Portt..... Superintendent of Education - Curriculum Services and Schools

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

BOARD PROFILE

• Student enrolment	Elementary.....	10,285
	Secondary.....	4,459
	Adult/Continuing Education.....	113
		14,857
• School facilities	Elementary.....	35
	Secondary.....	8
		43
• Board staff (full-time equivalent)		1,659
• Trustees (9 elected, one appointed, and two appointed students)		12
• Elector population		109,463
• Jurisdiction area (square kilometres).....		7,221
• Transportation (approximate)	Students transported – as at September 2017	10,021
	Contracted operators – as at September 2017 (excluding taxis)....	13
	Daily kilometres travelled – as at September 2017.....	20,873

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. The information detailed above is for Hastings and Prince Edward District School Board students only.

EXECUTIVE SUMMARY

A three-year Multi-Year Financial Recovery Plan (2016-2017 to 2018-2019) that contained a proposed action plan to make permanent staff reductions, consolidate and close schools, and take a number of other savings measures was approved by the Board on November 21, 2016. This Multi-Year Financial Recovery Plan was approved by the Ministry on February 24, 2017 and requires the board to develop a financial budget for 2017-2018 that is balanced or contains a small in-year surplus for 2017-2018 while allowing for contingencies.

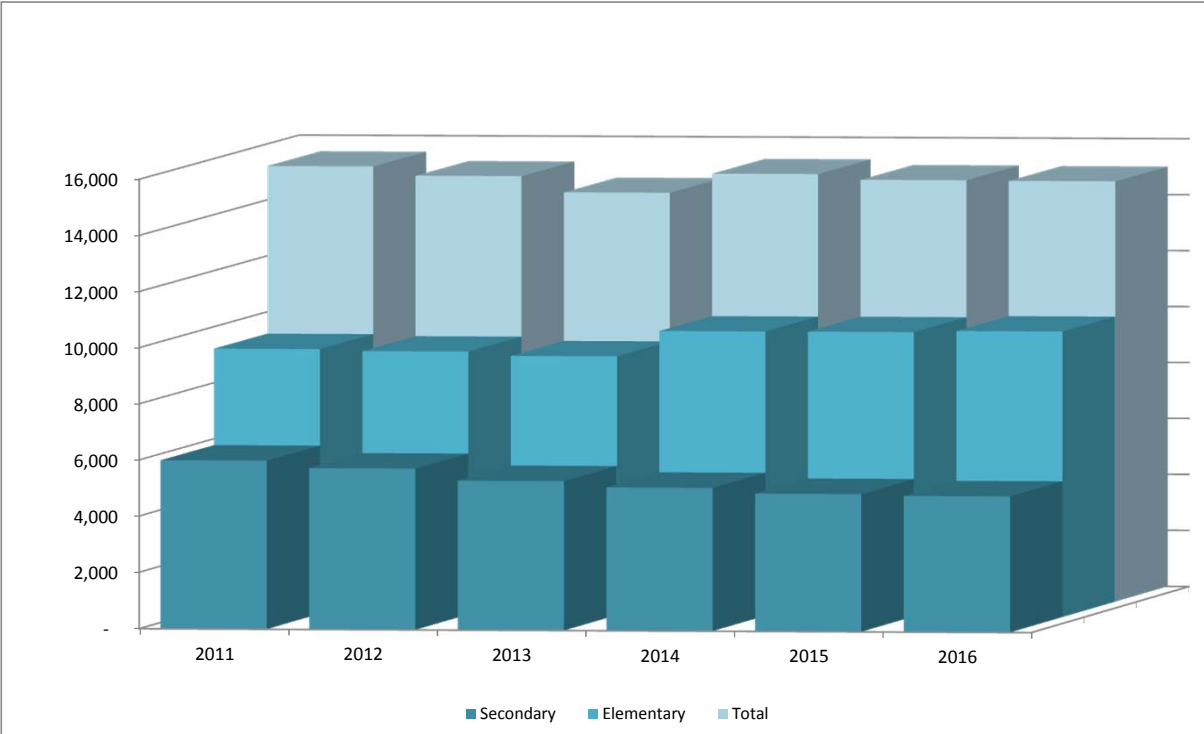
Enrolment projections for the purpose of developing the 2017-2018 budget were calculated based upon input from schools. These projections are shown in the following table. It can be seen that there is forecast to be a slight increase for elementary enrolment and a slight decrease for secondary enrolment. Overall, it is anticipated that the board enrolment will rise by 93 pupils.

	2016-2017 Revised Estimates	2017-2018 Projections	Projected Change
Elementary	10,172	10,285	113
Secondary	4,719	4,699	(20)
Total	14,891	14,984	93

The proposed budget has a projected in-year surplus of \$3,065 and includes all planned savings measures based on closing two elementary schools. As well, the proposed budget includes additional savings measures achieved through further reductions to professional development and school budgets.

Details of the budget are summarized on the following pages.

ENROLMENTS (2011 - 2016)

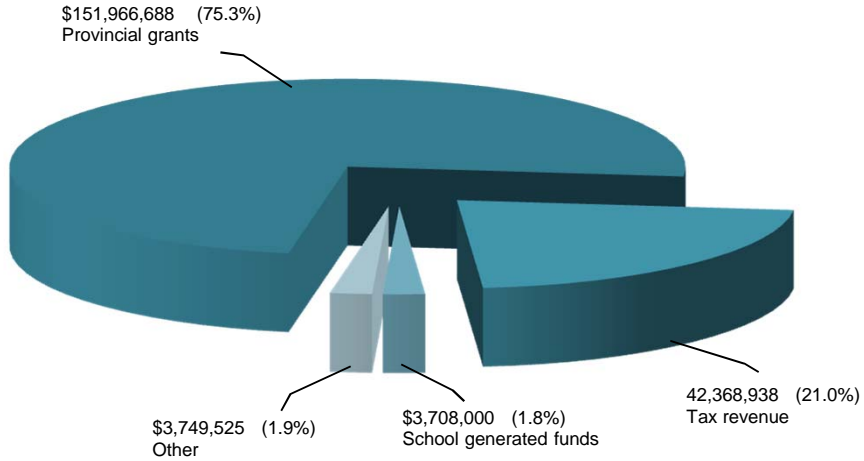


	2011	2012	2013	2014	2015	2016
Elementary	9,434	9,367	9,219	10,128	10,128	10,172
Secondary	5,990	5,730	5,308	5,087	4,891	4,830
Total	15,424	15,097	14,526	15,215	15,019	15,002

Figures shown are October 31st full-time equivalents.
 2014 elementary enrolments reflect full implementation of FDK.

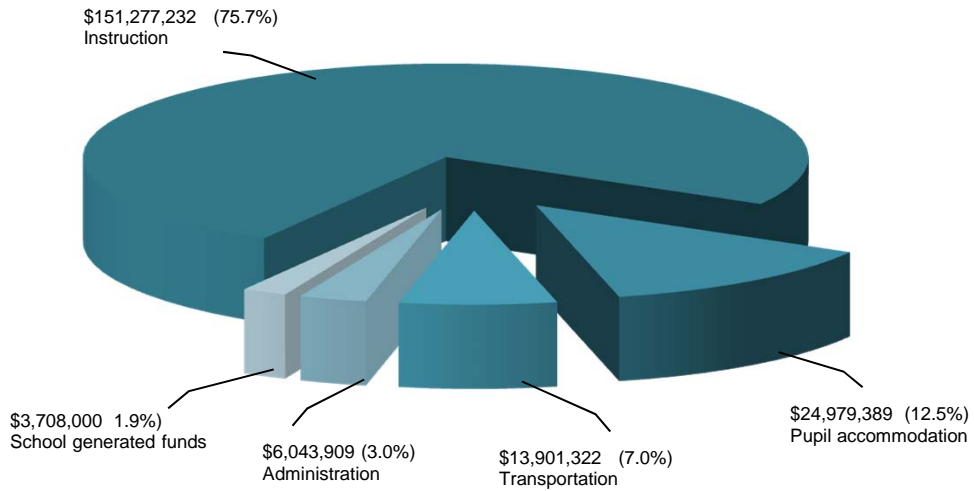
SOURCES OF REVENUE

BASED ON 2017-2018 BUDGET OF \$201,793,151



OPERATING EXPENSES

BASED ON 2017-2018 BUDGET OF \$199,909,852



CONSOLIDATED STATEMENT OF OPERATIONS

Revenues	2015-2016 Actual	2016-2017 Rev Estimates	2017-2018 Budget
Provincial Funding	142,917,243	143,487,436	150,550,327
Local Taxation	42,012,693	42,093,278	42,368,938
Total Grants for Student Needs	184,929,936	185,580,714	192,919,265
Provincial Grants - Other	3,347,114	2,321,326	1,416,361
Federal Grants and Fees	1,664,717	1,703,564	1,770,525
Other Fees and Revenues	1,949,559	2,014,600	1,979,000
School Generated Funds	3,663,226	3,657,000	3,708,000
	\$ 195,554,552	\$ 195,277,204	\$ 201,793,151
Expenses			
Instruction	148,391,040	147,526,107	151,277,232
Administration	6,120,574	5,671,360	6,043,909
Transportation	12,790,830	13,953,813	13,901,322
Pupil Accommodation	24,235,225	23,680,825	24,979,389
School Generated Funds	3,510,457	3,657,000	3,708,000
	\$ 195,048,126	\$ 194,489,105	\$ 199,909,852
Sub Total	506,426	788,099	1,883,299
Appropriated for Employee Future Benefits and Other	3,074,266	1,871,980	1,880,234
Surplus/(Deficit) For Compliance	\$ (2,567,840)	\$ (1,083,881)	\$ 3,065

GRANTS FOR STUDENT NEEDS

	2015-2016 Year End	2016-2017 Rev Estimates	2017-2018 Budget	Two Year Change	One Year Change
Pupil Foundation Grant	78,348,919	78,799,462	80,787,202	2,438,283	1,987,740
School Foundation Grant	12,137,048	12,086,874	12,145,109	8,061	58,235
Special Education	21,882,018	21,936,625	22,400,035	518,017	463,410
School Operations	16,966,825	16,945,182	16,989,896	23,071	44,714
Transportation	13,409,338	13,520,603	13,906,981	497,643	386,378
Qualifications and Experience	17,080,335	17,348,643	19,872,383	2,792,048	2,523,740
Board Administration and Governance	4,877,015	5,081,752	5,302,153	425,138	220,401
School Renewal	4,127,970	4,470,588	4,747,643	619,673	277,055
Debt Repayment (Interest Portion)	1,709,475	1,759,746	1,757,362	47,887	(2,384)
Deferred Capital Contributions	6,097,406	6,560,700	6,737,653	640,247	176,953
Learning Opportunities	2,582,534	2,834,504	4,643,628	2,061,094	1,809,124
Remote and Rural/Distant Schools	2,511,585	1,907,866	1,552,503	(959,082)	(355,363)
Language Allocation	1,806,651	1,934,898	1,981,322	174,671	46,424
Declining Enrolment Grant	521,811	190,021	14,892	(506,919)	(175,129)
Continuing Education	530,779	534,663	543,705	12,926	9,042
Indigenous Education	1,302,724	1,561,928	1,736,645	433,921	174,717
Safe Schools	302,830	303,271	308,785	5,955	5,514
Community Use	237,231	236,153	242,424	5,193	6,271
Trustee Association Fee	43,316	43,316	43,316	-	-
Restraint Savings	(137,145)	(137,145)	(137,145)	-	-
Sub total	\$ 186,338,665	\$ 187,919,650	\$ 195,576,492	9,237,827	7,656,842
Less Tangible Capital Assets	(440,247)	(77,636)	(77,636)	362,611	-
Less School Renewal Capital & Interest	(968,482)	(2,261,300)	(2,579,591)	(1,611,109)	(318,291)
Total	\$ 184,929,936	\$ 185,580,714	\$ 192,919,265	7,989,329	7,338,551

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	87,152,161	10,567,356								97,719,517
Supply Teachers	5,574,998	803,277								6,378,275
Teacher Assistants	9,504,969	2,740,548								12,245,517
Early Childhood Educator	2,892,182	811,342								3,703,524
Textbooks/Supplies				2,798,349		139,000	239,000	4,000		3,180,349
Computers				762,607						762,607
(Para)Professionals/Technicians	3,286,585	826,450		151,730		5,000	40,612			4,310,377
Library/Guidance	2,554,174	419,371								2,973,545
Staff Development	602,167	5,481	601,105							1,208,753
Department Heads	388,313									388,313
Principals and Vice-principals	7,152,024	716,193		59,520						7,927,737
School Office	3,691,522	993,394	33,500	733,650			290,000			5,742,066
Coordinators and Consultants	2,951,785	404,883		149,257			10,099			3,516,024
Continuing Educator	445,008	67,231		23,150		5,000				540,389
Amortization and Write Downs									680,239	680,239
Loss on Disposal of TCA and Assets Held for Sale										
Total Instruction Expenses	126,195,888	18,355,526	634,605	4,678,263		149,000	579,711	4,000	680,239	151,277,232
ADMINISTRATION										
Trustees	103,739	2,800	25,000	49,670				43,316		224,525
Directors/Supervisory Officers	835,882	85,570	11,300	45,620				15,000		993,372
Board Administration	2,823,335	637,013	35,500	517,960		3,800	605,340	116,410		4,739,358
Amortization and Write Downs									86,654	86,654
Loss on Disposal of TCA and Assets Held for Sale										
Total Administration Expenses	3,762,956	725,383	71,800	613,250	-	3,800	605,340	174,726	86,654	6,043,909
TRANSPORTATION										
Pupil Transportation							13,734,962			13,734,962
Transportation-Provincial Schools							166,360			166,360
Amortization and Write Downs										
Loss on Disposal of TCA and Assets Held for Sale										
Total Transportation Expenses							13,901,322			13,901,322
PUPIL ACCOMMODATION										
School Operations/Maintenance	6,538,246	1,759,940	8,800	5,775,140		1,000	742,500	1,000		14,826,626
School Renewal Expense				2,350,577	-					2,350,577
Other Pupil Accommodation					1,562,796					1,562,796
Amortization and Write Downs									6,239,390	6,239,390
Loss on Disposal of TCA and Assets Held for Sale										
Total Pupil Accommodation Expenses	6,538,246	1,759,940	8,800	8,125,717	1,562,796	1,000	742,500	1,000	6,239,390	24,979,389
OTHER										
School Generated Funds				3,708,000						3,708,000
Other Non-operating Expenses										
Amortization and Write Downs										
Loss on Disposal of TCA and Assets Held for Sale										
Provision for Contingencies										
Total - Other Expenses				3,708,000						3,708,000
TOTAL EXPENSES	136,497,090	20,840,849	715,205	17,125,230	1,562,796	153,800	15,828,873	179,726	7,006,283	199,909,852

CAPITAL EXPENDITURES SUMMARY

	<u>2015-2016 Actual</u>	<u>2016-2017 Rev Estimates</u>	<u>2017-2018 Budget</u>
Minor Capital Assets (Furniture, computers, vehicles)	440,247	77,636	77,636
Land, Buildings, Construction in Progress			
Full Day Kindergarten	31,747	-	-
Other (short term Interest on capital projects)	47,012	143,300	182,525
Trent River Public School	6,445,767	4,919,524	-
Marmora Senior Public School	24,314	3,709,391	4,241,393
School Condition Improvement	4,595,378	12,000,000	13,842,856
Greenhouse Gas Reduction Fund	-	-	2,674,590
School Renewal	921,470	2,118,000	2,397,066
	<u>\$ 12,505,935</u>	<u>\$ 22,967,851</u>	<u>\$ 23,416,066</u>

ACCUMULATED SURPLUS/DEFICIT

	Accumulated Surplus (Deficit) - Balance at September 1	Transfer to Committed Capital or Committed Sinking Fund Interest Earned	Accumulated Surplus (Deficit) - In-Year Increase (Decrease)	Accumulated Surplus (Deficit) - Balance at Aug 31
Available for Compliance - Unappropriated				
Operating Accumulated Surplus	(412,360)		(1,435)	(413,795)
Available for Compliance - Unappropriated	(412,360)	-	(1,435)	(413,795)
Available for Compliance - Internally Appropriated				
Retirement Gratuities	-			-
WSIB	647,385		4,500	651,885
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	-	-	-	-
Committed Sinking Fund interest earned	-	-	-	-
Committed Capital Projects	-	-	-	-
Other Purposes - Capital	-	-	-	-
Available for Compliance - Internally Appropriated	647,385	-	4,500	651,885
Total Accumulated Surplus (Deficit) Available for Compliance	235,025	-	3,065	238,090
Unavailable for Compliance				
Employee Future Benefits - retirement gratuity liability	(13,508,728)		1,825,504	(11,683,224)
Employee Future Benefits - Early Retirement Incentive Plan	-	-	-	-
Employee Future Benefits - Retirement Health, Dental, Life Insurance Plans etc.	(213,452)		42,690	(170,762)
Employee Future Benefits - other than retirement gratuity	(988,621)			(988,621)
Interest to be Accrued	(470,167)		12,040	(458,127)
School Generated Funds	2,163,967		-	2,163,967
Revenues recognized for land	1,328,546		-	1,328,546
Liability for Contaminated Sites	-		-	-
Total Accumulated Surplus (Deficit) Unavailable for Compliance	(11,688,455)	-	1,880,234	(9,808,221)
Total Accumulated Surplus (Deficit)	(11,453,430)	-	1,883,299	(9,570,131)

STAFFING BY PROGRAMS

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 included elsewhere	522.0	275.3	797.3
Classroom Teachers - French - Extended and Immersion			-
Classroom Teachers - Other School Based or Specialist or Resource Teachers			-
Classroom Teachers - Art (Elementary)			-
Classroom Teachers - Music (Elementary)			-
Classroom Teachers - Drama (Elementary)			-
Classroom Teachers - Physical Education (Elementary)			-
Classroom Teachers - French - Core (Elementary)			-
Classroom Teachers - Other Specialist Teachers (Elementary)			-
Classroom Teachers - Student Success Teachers (Secondary)		8.0	8.0
Classroom Teachers - Resource Teachers and Other	1.0		1.0
Classroom Teachers - Principals (Instruction Time Only)	1.7		1.7
Classroom Teachers - Vice-Principals (Instruction Time Only)	3.8		3.8
Classroom Teachers - Care and Treatment and Correctional Facilities			-
Total Classroom Instruction Staff	528.5	283.3	811.8
TEACHER ASSISTANTS AND EARLY CHILDHOOD EDUCATORS			
Teacher Assistants (General)		2.3	2.3
Early Childhood Educators	68.0		68.0
Care and Treatment and Correctional Facilities Assistants			-
STUDENT SUPPORT - PROFESSIONALS, PARAPROFESSIONALS AND TECHNICIANS			
Student Support Staff - Social Services	-	-	-
Student Support Staff - Child & Youth workers	9.9	9.9	19.8
Student Support Staff - Speech Services	-	-	-
Student Support Staff - Psychological Services			-
Student Support Staff - Attendance Counselling	1.0	1.0	2.0
Student Support Staff - Lunchroom or Noon Hour or Bus or Yard Supervision	-	8.3	8.3
Student Support Staff - Computer and Other Technical Services	9.4	9.4	18.8
Student Support Staff - Administrative Support Staff			-
Student Support Staff - Other Prof and Paraprof, Teachers or Teacher Assistants	1.0		1.0
LIBRARY AND GUIDANCE			
Library and Guidance Staff - Library Teachers	1.0	8.0	9.0
Library and Guidance Staff - Guidance Teachers		10.7	10.7
Library and Guidance Staff - Library technicians	14.4	1.6	16.0
Library and Guidance Staff - Other			-
SCHOOL ADMINISTRATION			
School Administration Staff - Principals (Administrative Time)	32.9	8.0	40.9
School Administration Staff - Vice-Principals (Administrative Time)	8.7	9.0	17.7
School Administration Staff - Department Heads (Release Time)			-
School Administration Staff - Administrative Support Staff	47.6	20.2	67.8
COORDINATORS AND CONSULTANTS			
Staff - Coordinators and Consultants	7.9	10.2	18.1
Staff - Administrative Support			-
TOTAL	730.3	381.9	1,112.2

STAFFING BY PROGRAMS

Special Education/Total Staffing

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

STAFFING	Special Education - Elementary	Special Education - Secondary	Continuing Ed, Summer School & Adult Day School	Other Academic	Other Non- Academic
CLASSROOM INSTRUCTION					
Classroom Teachers - Other than included elsewhere	59.9	28.0			
Classroom Teachers - French - Extended and Immersion					
Classroom Teachers - Other School Based or Specialist or Resource Teachers					
Classroom Teachers - Art (Elementary)					
Classroom Teachers - Music (Elementary)					
Classroom Teachers - Drama (Elementary)					
Classroom Teachers - Physical Education (Elementary)					
Classroom Teachers - French - Core (Elementary)					
Classroom Teachers - Other Specialist Teachers (Elementary)					
Classroom Teachers - Student Success Teachers (Secondary)					
Classroom Teachers - Resource Teachers and Other	2.0				
Classroom Teachers - Principals (Instruction Time Only)					
Classroom Teachers - Vice-Principals (Instruction Time Only)					
Classroom Teachers - Care and Treatment and Correctional Facilities	4.8	1.0			
Total Classroom Instruction Staff	66.7	29.0	-		
TEACHER ASSISTANTS AND EARLY CHILDHOOD EDUCATORS					
Teacher Assistants (General)	164.8	60.7			
Early Childhood Educators					
Care and Treatment and Correctional Facilities Assistants	2.7				
STUDENT SUPPORT - PROFESSIONALS, PARAPROFESSIONALS AND TECHNICIANS					
Student Support Staff - Social Services				-	
Student Support Staff - Child & Youth workers					
Student Support Staff - Speech Services	1.0	1.0			
Student Support Staff - Psychological Services	1.5	1.5			
Student Support Staff - Attendance Counselling					
Student Support Staff - Lunchroom or Noon Hour or Bus or Yard Supervision					
Student Support Staff - Computer and Other Technical Services	0.8	0.8			
Student Support Staff - Administrative Support Staff					4.0
Student Support Staff - Other Prof and Paraprof, Teachers or Teacher Assistants	-	-			
LIBRARY AND GUIDANCE					
Library and Guidance Staff - Library Teachers					
Library and Guidance Staff - Guidance Teachers					
Library and Guidance Staff - Library technicians					
Library and Guidance Staff - Other					
SCHOOL ADMINISTRATION					
School Administration Staff - Principals (Administrative Time)					
School Administration Staff - Vice-Principals (Administrative Time)					
School Administration Staff - Department Heads (Release Time)					
School Administration Staff - Clerical and Secretarial			2.3		
COORDINATORS AND CONSULTANTS					
Staff - Coordinators and Consultants	8.0	1.0	1.0		
Coordinators and Consultants Staff - Administrative and Support Staff					6.0
TOTAL	245.5	94.0	3.3		10.0

STAFFING

Administration, Transportation & School Operations Staffing

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

STAFFING	Elementary	Secondary	Other Academic	Managerial or Professional	Clerical or Secretarial or Technical and Specialized	Administrative - Other
ADMINISTRATION AND GOVERNANCE						
Admin & Govern Staff - Trustees						12.0
Admin & Govern Staff - Directors and Supervisory Officers						5.0
Admin & Govern Staff - Directors Office				2.5		
Admin & Govern Staff - Finance				3.3	5.0	
Admin & Govern Staff - Capital Planning Capacity-related				1.0	1.0	
Admin & Govern Staff - Procurement				0.5	3.0	
Admin & Govern Staff - Human Resource Administration				1.0	8.5	
Admin & Govern Staff - Payroll Administration				1.0	3.0	
Admin & Govern Staff - Administration, Other Support and Non-staff						
Admin & Govern Staff - Information Technology Administration				0.5	3.5	
Admin & Govern Staff - Other				2.0	3.6	
PUPIL TRANSPORTATION						
Pupil Transportation Staff - Managerial or Professional						
Pupil Transportation Staff - Clerical and Secretarial						
Pupil Transportation Staff - Technical and Specialized or Bus Drivers						
Pupil Transportation Staff - Transportation Assistants						
SCHOOL OPERATIONS						
School Operations Staff - Managerial or Professional				6.0		
School Operations Staff - Clerical and Secretarial					5.0	
School Operations Staff - Custodial Staff	57.0	57.6				
School Operations Staff - Maintenance	12.0	12.0				
OTHER NON-OPERATING - ALL STAFF						
Other Non-Operating - All Staff						
Total Admin., Trans. & School Ops. Staffing	69.0	69.6		17.8	32.6	17.0

Total Regular Program Staffing (page 12)	1,112.2
Total Special Education and Continuing Education Staffing (page 13)	352.8
Total Admin., Trans. & School Ops. Staffing (page 14)	206.0
TOTAL STAFFING	1,671.00