



**BRANT HALDIMAND NORFOLK
Catholic District School Board**

Agenda

Catholic Education Centre
322 Fairview Drive
Brantford, ON N3T 5M8

**Budget Committee
Tuesday, May 22, 2012 – 4:00 p.m.
Norfolk Room – Catholic Education Centre**

Members: Rick Petrella (Chair), Dennis Blake, Dan Dignard, Tom Grice, Pat Petrella

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| 1. Opening Prayer | Rick Petrella |
| 2. Approval of the Agenda | Rick Petrella |
| 3. Approval of the Minutes | Rick Petrella |
| 4. Declarations of Conflict of Interest | Rick Petrella |
| 5. Business Arising from the Minutes | Rick Petrella |
| 6. Information Items: | |
| 6.1 2012-13 Draft Expenditure Budget | Tom Grice |
| 7. Trustee Inquiries | Rick Petrella |
| 8. Move to In-Camera Session | Rick Petrella |
| 9. Report on In-Camera Session | Rick Petrella |
| 10. Next Meeting & Adjournment | |
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Next Meeting: Monday, June 4, 2012, 5:00 p.m., Board Room



**BRANT HALDIMAND NORFOLK
Catholic District School Board**

Minutes

Catholic Education Centre
322 Fairview Drive
Brantford, ON N3T 5M8

**Budget Committee
Monday, April 30, 2012 – 5:00 p.m.
Board Room, Catholic Education Centre**

Present: Rick Petrella (Chair), Dennis Blake, Cliff Casey, Bill Chopp, Dan Dignard, Tom Grice, Cathy Horgan, Trish Kings, Pat Petrella, Chris Roehrig, June Szeman

1. Opening Prayer

Rick Petrella opened the meeting with prayer.

2. Approval of the Agenda

Moved by: Cliff Casey

Seconded by: Dennis Blake

THAT the Budget Committee approves the Agenda of April 30, 2012

Carried

3. Approval of the Minutes

Moved by: Cliff Casey

Seconded by: Dennis Blake

THAT the Budget Committee approves the Minutes of March 6, 2012 with the following change:

That the following four goals be included in Item #6.1 Financial Goals for the 2012-13 Budget:

The financial goals (givens) include:

- Continue a fiscally-sound approach to developing a balanced budget.
- Enhance financial stability.
- Continue to promote fiscal responsibility among departments.
- Ensure legislative compliance.

Carried

4. Declaration of Conflict of Interest: Nil.

5. Business Arising from the Minutes: Nil.

6. Staff Reports and Information Items:

6.1 2012-13 Department Budgets

The Director of Education and each Superintendent presented the draft expenditure budget for their areas of responsibility, including operations, curriculum, special education, information technology, facilities, transportation and administration. The staffing expenditure budget was not included in the report. The major changes are the addition of extra Early Learning Kindergarten Program (ELKP) classrooms, the introduction of a Microsoft Communication Platform to replace FirstClass and reductions to the professional learning allocation due to the elimination of Provincial Discussion Table (PDT) funding. A full draft expenditure budget, including staffing and capital, will be presented at the Budget Committee meeting on May 22, 2012.



**BRANT HALDIMAND NORFOLK
Catholic District School Board**

Minutes

Catholic Education Centre
322 Fairview Drive
Brantford, ON N3T 5M8

Moved by: Dennis Blake

Seconded by: Cliff Casey

THAT the Budget Committee recommends that the Committee of the Whole refers the 2012-13 Departmental Budgets report to the Brant Haldimand Norfolk Catholic District School Board for receipt.

Carried

7. Trustee Inquiries:

A discussion took place regarding the potential Faith Animator position.

8. Business of the In-Camera Session: Nil

9. Report on the In-Camera Session: Nil

10. Adjournment

Moved by: Dennis Blake

Seconded by: Cliff Casey

THAT the Budget Committee adjourns the meeting of April 30, 2012.

Carried

Next Meeting: Monday, May 14, 2012, 5:00 p.m., Haldimand Room

REPORT TO THE BRANT HALDIMAND NORFOLK CATHOLIC DISTRICT SCHOOL BOARD BUDGET COMMITTEE

Prepared by: Thomas R. Grice, Superintendent of Business & Treasurer
Presented to: Budget Committee
Submitted on: May 22, 2011
Submitted by: Cathy Horgan, Director of Education & Secretary

2012-13 DRAFT EXPENDITURE BUDGET

Public Session

BACKGROUND INFORMATION:

The government announced its 2012-13 funding for Ontario school boards on March 29, 2012. The Grants for Student Needs (GSN) in 2012-13 is projected to be approximately \$21 billion, which is approximately the same level of funding as in 2011-12. Despite current fiscal challenges, the Government is committed to meeting its Provincial Discussion Table (PDT) commitments and will be fully funding PDT enhancements, which take effect on August 31, 2012, and carry forward into the 2012-13 school year.

A primary consideration for the 2012-13 budget is the expansion of the 21st Century Learning Project to the Junior Kindergarten, Senior Kindergarten, French-as-a-Second Language and Grade 4 – Grade 8 teachers and classrooms in support of student achievement and teacher technological ability. As well, additional priorities are the continuation of the rollout of the Early Learning Kindergarten Program (ELKP) and funding for the elements of the 2008-12 PDT that will span into the 2012-13 budget year.

Overall, funding in education will not grow in 2012-13. The primary reason is the government's intention to not provide funding for across-the-board salary increases; including salary increases resulting from an individual employee's movement on a salary grid. The Ministry intends to amend the Teacher Qualifications and Experience Allocation so that a teacher's placement on the grid is fixed as of August 31, 2012. As a result of the Ministry not updating their benchmarks in almost a decade, a very significant revenue reduction for our Board was realized in the School Facility Operations Allocation; including the Over/Under 20 Years of Age Factor and the Supplementary Area Factor (SAF). The School Facility Operations Allocation decline in revenue will be phased-in over a two-year period and fully transitioned for the 2013-14 school year.

Overall, based on Ministry and Board projections, revenue for the Board will decrease by approximately \$2.3 million; however, detailed calculations have yet to be completed by staff.

DEVELOPMENTS:

The projected decline in elementary and secondary enrolment for 2012-13 has caused significant challenges in reducing expenditures to achieve a balanced budget. Over the next few years, the Board will continue to see some decline in enrolment. The enrolment for 2012-13 is estimated at 9,376 Average Daily Enrolment (ADE) students, plus 358 ELKP students, which is a decrease of approximately 128 students from last year. Enrolment projections are attached as Appendix A.

The cost for expansion of the 21st Century Learning Project into the Junior Kindergarten, Senior Kindergarten, French-as-a-Second Language and Grade 4 – Grade 8 teachers and classrooms in support of student achievement and teacher technological ability in 2012-13 is \$400,000. This is not a net increase to the budget as the program is currently funded at an equivalent amount for Grades 1 to Grade 3 in the 2011-12 budget year.

The complete budget is attached as Appendix B. The majority of the Supplies and Services budget was reviewed at the last Budget Committee meeting. Appendix B includes those costs as well as staff salaries and benefits, debentures and other miscellaneous costs.

RECOMMENDATION:

THAT the Budget Committee recommends that the Committee of the Whole refers the 2012-13 Draft Expenditure Budget report to the Brant Haldimand Norfolk Catholic District School Board for receipt.

**DRAFT
EXPENDITURE
BUDGET**

Brant Haldimand Norfolk Catholic District School Board

2012-2013 Preliminary Expenditure Estimates Including TCA

			Prelim	Prelim Change	Prelim Budget	Revised 2011-2012	Actual 2010-2011	Increase (Decrease)	Description
INSTRUCTION									
Total Salaries & Wages			51,100,531		51,100,531	51,099,890	49,563,567	641	
Total Employee Benefits			6,032,278		6,032,278	5,936,608	6,015,691	95,670	
10	315	Professional Development - Academic & S.O.'s	208,065		208,065	378,865	128,251	-170,800	
10	316	Professional Memberships - Academic	0		0	0		0	
10	319	Religion Course	5,000		5,000	5,000	5,500	0	
Total Staff Development			213,065		213,065	383,865	133,751	-170,800	
10	320	Textbooks & Learning Materials	65,000		65,000	65,000	204,104	0	
10	325	Program Supplies	515,804		515,804	507,435	779,687	8,369	
10	330	Instructional Supplies	974,741		974,741	974,741	531,688	0	
10	331	Application Software	0		0	0	624	0	
10	333	New Classroom Set-Up	0		0	0		0	
10	335	Printing & Photocopying - Instructional	200,000		200,000	200,000	179,671	0	
10	336	Printing & Photocopying - Non-instructional	4,250		4,250	4,500	220	-250	
10	339	First Aid Supplies	7,500		7,500	7,500	5,103	0	
10	361	Automobile Reimbursement	84,051		84,051	81,450	55,885	2,601	
10	362	Travel - Contingent Rate Increase	13,300		13,300	13,300		0	
10	401	Repairs - Furniture & Equipment	5,000		5,000	5,000	2,706	0	
10	402	Repairs - Computer Technology	0		0	0		0	
10	406	Telephone - Data Communications Services	270,000		270,000	265,000	238,896	5,000	
10	414	Student Senate	10,000		10,000	3,900	7,331	6,100	
10	540	School Trips - Transportation	29,000		29,000	29,000	79,043	0	
Total Supplies & Services			2,178,646		2,178,646	2,156,826	2,084,958	21,820	
10	501	Replacement of Furniture & Equipment - General	60,000		60,000	60,000	53,621	0	
10	502	Replacement of Furniture & Equipment - Computer Technology	484,296		484,296	409,906	91,610	74,390	
10	503	Replacement of Furniture & Equipment - Network Connectivity	60,250		60,250	95,000	40,461	-34,750	
Total Replacement of F&E			604,546		604,546	564,906	185,692	39,640	
10	602	Rental/Lease - Furniture & Equipment - Computer Technology	0		0	0		0	
10	603	Rental/Lease - Furniture & Equipment - Network Connectivity	0		0	0		0	
Total Rental Expenditures			0		0	0		0	
10	640	Instructional Advertising	15,000		15,000	15,400	9,599	-400	
10	654	Other Contractual Services	158,300		158,300	158,300	163,074	0	
10	661	Software Fees & Licenses	124,038		124,038	150,274	78,854	-26,236	
10	662	Maintenance Fees - Computer Technology	145,050		145,050	144,350	59,673	700	
10	702	Association & Membership Fees - Individuals	1,000		1,000	1,000		0	
Total Fees & Contractual Services			443,388		443,388	469,324	311,199	-25,936	
10	705	Student Bursaries/Awards	0		0	0	276	0	
Total Other			0		0	0	276	0	
10	790	Amortization	650,294		650,294	650,294	567,612	0	
Total Amortization			650,294		650,294	650,294	567,612	0	
Total INSTRUCTION			61,222,748		61,222,748	61,261,713	58,862,746	-38,965	

Brant Haldimand Norfolk Catholic District School Board 2012-2013 Preliminary Expenditure Estimates Including TCA

	Prelim	Prelim Change	Prelim Budget	Revised 2011-2012	Actual 2010-2011	Increase (Decrease)	Description
SPECIAL EDUCATION							
Total Salaries & Wages			10,868,793	10,868,793	11,327,969	10,329,484	-459,176
Total Employee Benefits			2,160,144	2,160,144	2,134,946	1,807,124	25,198
12 315 Professional Development - Academic & S.O.'s			25,500	25,500	34,000	11,549	-8,500
12 317 Professional Development - Non Teaching			16,700	16,700	16,800	7,435	-100
Total Staff Development			42,200	42,200	50,800	18,984	-8,600
12 320 Textbooks & Learning Materials			17,000	17,000	17,000	2,121	0
12 325 Program Supplies			87,500	87,500	92,500	95,247	-5,000
12 330 Instructional Supplies			11,000	11,000	11,000	26,003	0
12 335 Printing & Photocopying - Instructional			0	0	0	816	0
12 336 Printing & Photocopying - Non-instructional			10,800	10,800	10,800	2,823	0
12 361 Automobile Reimbursement			91,470	91,470	92,670	67,893	-1,200
12 402 Repairs - Computer Technology			3,000	3,000	2,000	3,754	1,000
12 404 Telephone - Cellular			3,375	3,375	3,375	1,669	0
12 405 Telephone - Voice			3,000	3,000	3,000	826	0
12 407 Postage			200	200	200	55	0
12 410 Office Supplies & Services			4,500	4,500	4,500	5,892	0
12 416 SEAC			500	500	1,000	327	-500
12 540 School Trips - Transportation			0	0	0	83	0
Total Supplies & Services			232,345	232,345	238,045	207,507	-5,700
12 501 Replacement of Furniture & Equipment - General			46,500	46,500	50,000	104,888	-3,500
12 502 Replacement of Furniture & Equipment - Computer Technology			376,500	376,500	376,500	137,169	0
12 503 Replacement of Furniture & Equipment - Network Connectivity			0	0	0	6,094	0
Total Replacement of F&E			423,000	423,000	426,500	248,152	-3,500
12 654 Other Contractual Services			49,300	49,300	49,300	41,280	0
12 702 Association & Membership Fees - Individuals			0	0	200	119	-200
Total Fees & Contractual Services			49,300	49,300	49,500	41,399	-200
Total SPECIAL EDUCATION			13,775,782	13,775,782	14,227,760	12,652,651	-451,978

Brant Haldimand Norfolk Catholic District School Board

2012-2013 Preliminary Expenditure Estimates Including TCA

	Prelim	Prelim Change	Prelim Budget	Revised 2011-2012	Actual 2010-2011	Increase (Decrease)	Description
SCHOOL MANAGEMENT							
Total Salaries & Wages			7,003,288				
Total Employee Benefits			1,039,666				
15 315 Professional Development - Academic & S.O.'s			10,000	63,210	31,199	-53,210	
15 317 Professional Development - Non Teaching			6,000	6,000	818	0	
Total Staff Development			16,000	69,210	32,018	-53,210	
15 320 Textbooks & Learning Materials			0	0	27,527	0	
15 325 Program Supplies			0	5,500	40,333	-5,500	
15 335 Printing & Photocopying - Instructional			0	0	0	0	
15 336 Printing & Photocopying - Non-instructional			0	35,350	25,648	-35,350	
15 361 Automobile Reimbursement			16,000	17,100	13,702	-1,100	
15 401 Repairs - Furniture & Equipment			0	0	0	0	
15 404 Telephone - Cellular			0	0	7,836	0	
15 405 Telephone - Voice			75,405	75,405	58,207	0	
15 406 Telephone - Data Communications Services			0	0	2,583	0	
15 407 Postage			32,046	32,046	40,740	0	
15 410 Office Supplies & Services			130,954	130,954	120,410	0	
15 415 School Council Supplies			43,982	43,982	34,488	0	
15 502 Replacement of Furniture & Equipment - Computer Technology			0	0	2,647	0	
Total Supplies & Services			298,387	340,337	374,121	-41,950	
15 501 Replacement of Furniture & Equipment - General			10,000	10,000	30,982	0	
15 502 Replacement of Furniture & Equipment - Computer Technology			0	0	0	0	
15 503 Replacement of Furniture & Equipment - Network Connectivity			10,050	14,998	34,504	-4,948	
Total Replacement of F&E			20,050	24,998	65,486	-4,948	
15 621 Rental/Lease - Photocopier			0	0	0	0	
Total Rental Expenditures			0	0	0	0	
15 661 Software Fees & Licenses			7,650	14,406	10,781	-6,756	
15 662 Maintenance Fees - Computer Technology			110,000	239,750	83,375	-129,750	
15 719 School Courier			20,000	20,000	19,667	0	
Total Fees & Contractual Services			137,650	274,156	113,823	-136,506	
Total SCHOOL MANAGEMENT			8,515,041	8,880,402	8,212,516	-365,361	

Brant Haldimand Norfolk Catholic District School Board 2012-2013 Preliminary Expenditure Estimates Including TCA

	Prelim	Prelim Change	Prelim Budget	Revised 2011-2012	Actual 2010-2011	Increase (Decrease)	Description
STUDENT SUPPORT SERVICES							
Total Salaries & Wages	471,544		471,544	395,872	529,283	75,672	
Total Employee Benefits	86,968		86,968	74,224	73,966	12,744	
21 315 Professional Development - Academic & S.O.'s	1,500		1,500	1,500		0	
Total Staff Development	1,500		1,500	1,500		0	
21 325 Program Supplies	1,000		1,000	1,000		0	
21 361 Automobile Reimbursement	2,500		2,500	1,000		1,500	
21 404 Telephone - Cellular	400		400	400	645	0	
Total Supplies & Services	3,900		3,900	2,400	645	1,500	
Total STUDENT SUPPORT SERVICES	563,912		563,912	473,996	603,894	89,916	
COMPUTER SERVICES							
Total Salaries & Wages	765,395		765,395	813,048	801,687	-47,653	
Total Employee Benefits	194,702		194,702	182,693	175,322	12,009	
22 317 Professional Development - Non Teaching	18,000		18,000	18,000	10,301	0	
Total Staff Development	18,000		18,000	18,000	10,301	0	
22 325 Program Supplies	1,710		1,710	1,710	1,606	0	
22 332 Books & Periodicals	450		450	450		0	
22 336 Printing & Photocopying - Non-instructional	1,200		1,200	1,200	490	0	
22 361 Automobile Reimbursement	28,000		28,000	28,000	25,418	0	
22 402 Repairs - Computer Technology	20,000		20,000	25,000	13,730	-5,000	
22 404 Telephone - Cellular	8,500		8,500	8,500	6,153	0	
22 405 Telephone - Voice	3,500		3,500	3,500		0	
22 406 Telephone - Data Communications Services	39,000		39,000	39,000	4,929	0	
22 407 Postage	800		800	800	189	0	
22 410 Office Supplies & Services	1,500		1,500	3,600	3,238	-2,100	
Total Supplies & Services	104,660		104,660	111,760	55,752	-7,100	
22 501 Replacement of Furniture & Equipment - General	0		0	0	2,993	0	
22 502 Replacement of Furniture & Equipment - Computer Technology	5,850		5,850	5,850	2,063	0	
Total Replacement of F&E	5,850		5,850	5,850	5,056	0	
22 653 Other Professional Fees	0		0	0		0	
22 654 Other Contractual Services	23,000		23,000	23,000	39,157	0	
22 661 Software Fees & Licenses	0		0	1,430		-1,430	
22 662 Maintenance Fees - Computer Technology	59,102		59,102	59,102	34,562	0	
22 702 Association & Membership Fees - Individuals	500		500	500		0	
Total Fees & Contractual Services	82,602		82,602	84,032	73,719	-1,430	
Total COMPUTER SERVICES	1,171,209		1,171,209	1,215,383	1,121,836	-44,174	

Brant Haldimand Norfolk Catholic District School Board

2012-2013 Preliminary Expenditure Estimates Including TCA

	Prelim	Prelim Change	Prelim Budget	Revised 2011-2012	Actual 2010-2011	Increase (Decrease)	Description
LIBRARY SERVICES							
Total Salaries & Wages	708,801		708,801	830,037	860,591	-121,236	
Total Employee Benefits	153,836		153,836	190,743	172,622	-36,907	
23 317 Professional Development - Non Teaching	2,000		2,000	2,000	2,866	0	
Total Staff Development	2,000		2,000	2,000	2,866	0	
23 320 Textbooks & Learning Materials	5,000		5,000	5,000	14,693	0	
23 321 Library Books	35,000		35,000	35,000	84,995	0	
23 325 Program Supplies	10,000		10,000	10,000	34,062	0	
23 330 Instructional Supplies	0		0	0	860	0	
23 335 Printing & Photocopying - Instructional	1,000		1,000	1,000	1,549	0	
23 361 Automobile Reimbursement	4,000		4,000	4,000	5,790	0	
23 404 Telephone - Cellular	0		0	0	355	0	
23 410 Office Supplies & Services	0		0	0	255	0	
Total Supplies & Services	55,000		55,000	55,000	142,558	0	
Total LIBRARY SERVICES	919,637		919,637	1,077,780	1,178,637	-158,143	
GUIDANCE SERVICES							
Total Salaries & Wages	862,935		862,935	986,862	973,366	-123,927	
Total Employee Benefits	84,416		84,416	97,921	91,394	-13,505	
24 320 Textbooks & Learning Materials	0		0	0		0	
24 330 Instructional Supplies	0		0	0	2,387	0	
24 335 Printing & Photocopying - Instructional	0		0	0	3,629	0	
Total Supplies & Services	0		0	0	6,015	0	
Total GUIDANCE SERVICES	947,351		947,351	1,084,783	1,070,776	-137,432	

Brant Haldimand Norfolk Catholic District School Board 2012-2013 Preliminary Expenditure Estimates Including TCA

	Prelim	Prelim Change	Prelim Budget	Revised 2011-2012	Actual 2010-2011	Increase (Decrease)	Description
TEACHER SUPPORT SERVICES							
Total Salaries & Wages	852,858		852,858	1,179,504	1,124,655	-326,646	
Total Employee Benefits	101,249		101,249	132,601	121,393	-31,352	
25 315 Professional Development - Academic & S.O.'s	18,500		18,500	17,500	13,371	1,000	
Total Staff Development	18,500		18,500	17,500	13,371	1,000	
25 325 Program Supplies	985,447		985,447	1,004,724	654,319	-19,277	
25 331 Application Software	0		0	0	0	0	
25 335 Printing & Photocopying - Instructional	25,500		25,500	26,500	12,419	-1,000	
25 336 Printing & Photocopying - Non-instructional	0		0	0	492	0	
25 361 Automobile Reimbursement	30,500		30,500	29,500	24,329	1,000	
25 404 Telephone - Cellular	4,700		4,700	4,700	4,112	0	
25 405 Telephone - Voice	0		0	0	2,028	0	
25 406 Telephone - Data Communications Services	500		500	500	0	0	
25 407 Postage	0		0	0	26	0	
25 410 Office Supplies & Services	0		0	0	1,847	0	
Total Supplies & Services	1,046,647		1,046,647	1,065,924	699,573	-19,277	
25 502 Replacement of Furniture & Equipment - Computer Technology	0		0	0	0	0	
Total Replacement of F&E	0		0	0	0	0	
25 640 Instructional Advertising	0		0	0	9,477	0	
25 653 Other Professional Fees	45,000		45,000	45,000	41,681	0	
25 701 Association & Membership Fees - Board	10,000		10,000	10,000	9,626	0	
25 702 Association & Membership Fees - Individuals	3,050		3,050	3,050	1,326	0	
Total Fees & Contractual Services	58,050		58,050	58,050	62,111	0	
Total TEACHER SUPPORT SERVICES	2,077,304		2,077,304	2,453,579	2,021,103	-376,275	

Brant Haldimand Norfolk Catholic District School Board

2012-2013 Preliminary Expenditure Estimates Including TCA

	Prelim	Prelim Change	Prelim Budget	Revised 2011-2012	Actual 2010-2011	Increase (Decrease)	Description
GOVERNANCE/TRUSTEES							
	Total		Salaries & Wages	64,700	64,700	64,590	0
	Total		Employee Benefits	2,588	2,588	1,303	0
31	317		Professional Development - Non Teaching	23,000	23,000	24,690	0
	Total		Staff Development	23,000	23,000	24,690	0
31	336		Printing & Photocopying - Non-instructional	3,500	3,500		0
31	359		Student Trustees	5,000	5,000	4,234	0
31	361		Automobile Reimbursement	10,000	10,000	11,546	0
31	404		Telephone - Cellular	3,000	3,000	4,233	0
31	406		Telephone - Data Communications Services	3,600	3,600	5,885	0
31	407		Postage	200	200		0
31	410		Office Supplies & Services	500	500	792	0
31	501		Replacement of Furniture & Equipment - General	0	0		0
31	502		Replacement of Furniture & Equipment - Computer Technology	2,000	2,000	406	0
	Total		Supplies & Services	27,800	27,800	27,097	0
31	701		Association & Membership Fees - Board	49,000	49,000	46,922	0
31	702		Association & Membership Fees - Individuals	250	250	25	0
31	725		Miscellaneous	5,000	5,000	2,921	0
	Total		Other	54,250	54,250	49,868	0
	Total		GOVERNANCE/TRUSTEES	172,338	172,338	167,547	0

Brant Haldimand Norfolk Catholic District School Board

2012-2013 Preliminary Expenditure Estimates Including TCA

	Prelim	Prelim Change	Prelim Budget	Revised 2011-2012	Actual 2010-2011	Increase (Decrease)	Description
GENERAL ADMINISTRATION							
Total Salaries & Wages	1,184,805		1,184,805	1,298,425	1,367,194	-113,620	
Total Employee Benefits	164,447		164,447	186,979	188,037	-22,532	
32 315 Professional Development - Academic & S.O.'s	43,527		43,527	45,327	37,003	-1,800	
32 316 Professional Memberships - Academic	1,000		1,000	1,000	1,226	0	
32 317 Professional Development - Non Teaching	7,900		7,900	5,900	5,332	2,000	
Total Staff Development	52,427		52,427	52,227	43,561	200	
32 322 Books & Periodicals	2,250		2,250	2,250	2,436	0	
32 325 Program Supplies	0		0	0	1,393	0	
32 336 Printing & Photocopying - Non-instructional	16,100		16,100	16,000	4,471	100	
32 361 Automobile Reimbursement	10,400		10,400	10,900	9,442	-500	
32 404 Telephone - Cellular	11,200		11,200	12,200	7,043	-1,000	
32 405 Telephone - Voice	0		0	0	1,372	0	
32 406 Telephone - Data Communications Services	600		600	600	868	0	
32 410 Office Supplies & Services	8,100		8,100	8,100	9,055	0	
Total Supplies & Services	48,650		48,650	50,050	36,081	-1,400	
32 501 Replacement of Furniture & Equipment - General	1,800		1,800	1,800	1,586	0	
32 502 Replacement of Furniture & Equipment - Computer Technology	1,350		1,350	1,350	15	0	
Total Replacement of F&E	3,150		3,150	3,150	1,602	0	
32 640 Instructional Advertising	14,200		14,200	13,900	8,302	300	
32 641 Community Relations	0		0	0	0	0	
32 652 Legal Fees	15,000		15,000	15,000	10,160	0	
32 653 Other Professional Fees	20,000		20,000	20,000	0	0	
32 654 Other Contractual Services	2,500		2,500	2,000	4,927	500	
32 661 Software Fees & Licenses	0		0	0	0	0	
32 672 Liability Insurance	111,430		111,430	128,430	114,735	-17,000	
32 701 Association & Membership Fees - Board	200		200	200	5,257	0	
Total Fees & Contractual Services	163,330		163,330	179,530	143,381	-16,200	
32 702 Association & Membership Fees - Individuals	11,650		11,650	13,650	11,701	-2,000	
32 710 Interest	0		0	0	805	0	
32 725 Miscellaneous	25,900		25,900	28,200	32,118	-2,300	
Total Other	37,550		37,550	41,850	44,623	-4,300	
32 790 Amortization	62,949		62,949	62,949	47,123	0	
Total Amortization	62,949		62,949	62,949	47,123	0	
Total GENERAL ADMINISTRATION	1,717,308		1,717,308	1,875,160	1,871,602	-157,852	

Brant Haldimand Norfolk Catholic District School Board 2012-2013 Preliminary Expenditure Estimates Including TCA

	Prelim	Prelim Change	Prelim Budget	Revised 2011-2012	Actual 2010-2011	Increase (Decrease)	Description
BUSINESS ADMINISTRATION							
Total Salaries & Wages	590,140		590,140	590,140	512,960	0	
Total Employee Benefits	133,597		133,597	129,191	108,604	4,406	
33 317 Professional Development - Non Teaching	6,000		6,000	4,500	1,968	1,500	
33 318 Professional Memberships - Non Teaching	3,000		3,000	2,000	2,025	1,000	
Total Staff Development	9,000		9,000	6,500	3,993	2,500	
33 336 Printing & Photocopying - Non-instructional	4,000		4,000	4,000	1,155	0	
33 361 Automobile Reimbursement	1,500		1,500	1,500	1,073	0	
33 405 Telephone - Voice	18,000		18,000	18,000	11,386	0	
33 406 Telephone - Data Communications Services	1,800		1,800	1,800	1,801	0	
33 407 Postage	12,000		12,000	12,000	11,640	0	
33 410 Office Supplies & Services	17,100		17,100	17,100	13,869	0	
Total Supplies & Services	54,400		54,400	54,400	40,925	0	
33 501 Replacement of Furniture & Equipment - General	9,000		9,000	9,000	5,222	0	
33 502 Replacement of Furniture & Equipment - Computer Technology	4,500		4,500	4,500		0	
Total Replacement of F&E	13,500		13,500	13,500	5,222	0	
33 640 Instructional Advertising	2,655		2,655	2,655	601	0	
33 651 Audit Fees	45,000		45,000	45,000	62,478	0	
33 653 Other Professional Fees	2,600		2,600	0	2,554	2,600	
33 654 Other Contractual Services	71,000		71,000	71,000	85,320	0	
33 661 Software Fees & Licenses	8,000		8,000	8,000	5,775	0	
33 662 Maintenance Fees - Computer Technology	103,200		103,200	93,200	69,762	10,000	
33 702 Association & Membership Fees - Individuals	2,000		2,000	2,000	996	0	
Total Fees & Contractual Services	234,455		234,455	221,855	227,486	12,600	
33 729 Foreign Exchange Gain/Loss	0		0	0	-481	0	
Total Other	0		0	0	-481	0	
Total BUSINESS ADMINISTRATION	1,035,092		1,035,092	1,015,586	898,709	19,506	

Brant Haldimand Norfolk Catholic District School Board 2012-2013 Preliminary Expenditure Estimates Including TCA

	Prelim	Prelim Change	Prelim Budget	Revised 2011-2012	Actual 2010-2011	Increase (Decrease)	Description
HUMAN RESOURCES ADMINISTRATION							
Total Salaries & Wages	404,084		404,084	481,315	466,158	-77,231	
Total Employee Benefits	90,669		90,669	99,978	94,452	-9,309	
34 317 Professional Development - Non Teaching	4,550		4,550	4,550	4,275	0	
34 318 Professional Memberships - Non Teaching	1,400		1,400	1,700	1,565	-300	
Total Staff Development	5,950		5,950	6,250	5,840	-300	
34 322 Books & Periodicals	1,500		1,500	1,500	1,111	0	
34 325 Program Supplies	0		0	0	0	0	
34 361 Automobile Reimbursement	2,000		2,000	2,000	1,605	0	
34 410 Office Supplies & Services	8,150		8,150	8,150	2,082	0	
34 421 Recruitment of Staff	25,000		25,000	25,000	14,912	0	
Total Supplies & Services	36,650		36,650	36,650	19,709	0	
34 650 Labour Relations	200,000		200,000	200,000	259,620	0	
34 653 Other Professional Fees	4,000		4,000	4,000	9,307	0	
34 654 Other Contractual Services	29,000		29,000	29,000	28,777	0	
34 661 Software Fees & Licenses	6,720		6,720	6,720	0	0	
34 662 Maintenance Fees - Computer Technology	0		0	0	2,365	0	
34 702 Association & Membership Fees - Individuals	1,200		1,200	1,400	1,346	-200	
Total Fees & Contractual Services	240,920		240,920	241,120	301,416	-200	
Total HUMAN RESOURCES ADMINISTRATION	778,273		778,273	865,313	887,575	-87,040	
TECHNICAL ADMINISTRATION							
Total Salaries & Wages	56,365		56,365	56,363	46,807	2	
Total Employee Benefits	14,737		14,737	13,857	8,773	880	
35 503 Replacement of Furniture & Equipment - Network Connectivity	6,700		6,700	10,000	6,772	-3,300	
Total Replacement of F&E	6,700		6,700	10,000	6,772	-3,300	
35 661 Software Fees & Licenses	7,650		7,650	14,408	13,380	-6,758	
Total Fees & Contractual Services	7,650		7,650	14,408	13,380	-6,758	
Total TECHNICAL ADMINISTRATION	85,452		85,452	94,628	75,732	-9,176	

Brant Haldimand Norfolk Catholic District School Board

2012-2013 Preliminary Expenditure Estimates Including TCA

	Prelim	Prelim Change	Prelim Budget	Revised 2011-2012	Actual 2010-2011	Increase (Decrease)	Description
SCHOOL OPERATIONS							
Total Salaries & Wages			3,782,463		3,782,438	-152,868	
Total Employee Benefits			1,016,773		904,947	5,606	
40 317 Professional Development - Non Teaching			2,000	2,000	2,998	0	
Total Staff Development			2,000	2,000	2,998	0	
40 340 Plant Operations Supplies			270,235	270,235	245,309	0	
40 341 Electricity			1,414,722	1,414,722	1,200,579	88,095	
40 343 Heating - Gas			359,245	359,245	303,862	2,401	
40 346 Water & Sewage			175,911	175,911	160,946	3,722	
40 361 Automobile Reimbursement			15,000	15,000	8,598	0	
40 404 Telephone - Cellular			2,000	2,000	1,408	0	
40 430 Maintenance Supplies			50,000	50,000	17,604	0	
40 431 Maintenance Services			0	0	51	0	
40 435 Caretakers Supplies			3,500	3,500		0	
Total Supplies & Services			2,290,613	2,196,395	1,938,358	94,218	
40 501 Replacement of Furniture & Equipment - General			40,500	40,500	36,882	0	
40 502 Replacement of Furniture & Equipment - Computer Technology			1,800	1,800		0	
Total Replacement of F&E			42,300	42,300	36,882	0	
40 610 Rental/Lease - Instructional Accommodation			38,616	38,616	185,043	-62,813	
Total Rental Expenditures			38,616	101,429	185,043	-62,813	
40 654 Other Contractual Services			700,000	700,000	758,063	0	
40 661 Software Fees & Licenses			20,000	20,000	24,384	0	
40 681 Moving of Portables			10,000	10,000	60,000	-50,000	
Total Fees & Contractual Services			730,000	780,000	782,447	-50,000	
40 790 Amortization			3,131,607	3,131,607	3,252,362	0	
Total Amortization			3,131,607	3,131,607	3,252,362	0	
Total SCHOOL OPERATIONS			11,034,372	11,200,229	10,885,475	-165,857	

Brant Haldimand Norfolk Catholic District School Board

2012-2013 Preliminary Expenditure Estimates Including TCA

	Prelim	Prelim Change	Prelim Budget	Revised 2011-2012	Actual 2010-2011	Increase (Decrease)	Description
SCHOOL MAINTENANCE							
	Total Salaries & Wages		800,378	800,378	800,378	704,461	0
	Total Employee Benefits		189,528	189,528	176,020	156,791	13,508
41	317 Professional Development - Non Teaching		2,500	2,500	2,500	1,715	0
	Total Staff Development		2,500	2,500	2,500	1,715	0
41	340 Plant Operations Supplies		0	0	0		0
41	361 Automobile Reimbursement		15,000	15,000	15,000	5,884	0
41	370 Vehicle Fuel		30,000	30,000	30,000	34,420	0
41	401 Repairs - Furniture & Equipment		1,000	1,000	1,000		0
41	404 Telephone - Cellular		6,000	6,000	6,000	4,405	0
41	430 Maintenance Supplies		125,000	125,000	125,000	122,767	0
41	431 Maintenance Services		350,000	350,000	300,000	346,663	50,000
41	432 Landscaping		6,000	6,000	6,000	8,030	0
41	434 Building & Grounds (School Based)		61,368	61,368	61,368	10,184	0
41	438 Municipal Improvements		5,000	5,000	5,000	515	0
41	439 Local Improvement Supplies		10,000	10,000	10,000		0
41	440 Vehicle Maintenance & Supplies		10,000	10,000	10,000	17,528	0
41	449 Health & Safety		18,000	18,000	18,000	11,751	0
	Total Supplies & Services		637,368	637,368	587,368	562,147	50,000
41	501 Replacement of Furniture & Equipment - General		4,500	4,500	4,500	5,195	0
	Total Replacement of F&E		4,500	4,500	4,500	5,195	0
41	754 Debenture Interest - post May 15, 1998		85,600	85,600	88,847	93,778	-3,247
	Total Interest Charges on Long Term Debt		85,600	85,600	88,847	93,778	-3,247
41	625 Rental/Lease - Vehicles		0	0	0		0
	Total Rental Expenditures		0	0	0		0
41	653 Other Professional Fees		2,000	2,000	2,000		0
41	654 Other Contractual Services		8,000	8,000	8,000	4,223	0
41	661 Software Fees & Licenses		20,000	20,000	20,000	37,207	0
41	671 Property Insurance		110,793	110,793	90,793	99,407	20,000
41	673 Vehicle Insurance		11,000	11,000	8,000	11,046	3,000
41	702 Association & Membership Fees - Individuals		2,000	2,000	2,000	1,022	0
	Total Fees & Contractual Services		153,793	153,793	130,793	152,906	23,000
	Total SCHOOL MAINTENANCE		1,873,667	1,873,667	1,790,406	1,676,993	83,261

Brant Haldimand Norfolk Catholic District School Board 2012-2013 Preliminary Expenditure Estimates Including TCA

	Prelim	Prelim Change	Prelim Budget	Revised 2011-2012	Actual 2010-2011	Increase (Decrease)	Description
SCHOOL RENEWAL							
42 760	Local Improvements	1,450,094	1,450,094	1,452,555	914,613	-2,461	
42 767	Green Schools Pilots	0	0	0		0	
	Total Supplies & Services	1,450,094	1,450,094	1,452,555	914,613	-2,461	
	Total SCHOOL RENEWAL	1,450,094	1,450,094	1,452,555	914,613	-2,461	
NEW PUPIL PLACES							
43 754	Debenture Interest - post May 15, 1998	2,336,426	2,336,426	2,523,475	2,780,691	-187,049	
	Total Interest Charges on Long Term Debt	2,336,426	2,336,426	2,523,475	2,780,691	-187,049	
	Total NEW PUPIL PLACES	2,336,426	2,336,426	2,523,475	2,780,691	-187,049	
OP & MAINT/CAPITAL-NON INSTRUCTIONAL							
	Total Salaries & Wages	35,412	35,412	47,216	47,131	-11,804	
	Total Employee Benefits	10,200	10,200	12,931	11,857	-2,731	
44 336	Printing & Photocopying - Non-instructional	3,000	3,000	3,000	1,951	0	
44 340	Plant Operations Supplies	0	0	0	17,749	0	
44 341	Electricity	39,738	39,738	36,703	34,481	3,035	
44 343	Heating - Gas	10,049	10,049	9,383	11,480	666	
44 346	Water & Sewage	3,221	3,221	3,072	4,395	149	
44 361	Automobile Reimbursement	0	0	0	558	0	
44 405	Telephone - Voice	4,200	4,200	4,200	427	0	
44 410	Office Supplies & Services	2,500	2,500	2,500	4,183	0	
44 430	Maintenance Supplies	45,000	45,000	45,000	28,592	0	
44 431	Maintenance Services	20,000	20,000	20,000	25,484	0	
	Total Supplies & Services	127,708	127,708	123,858	129,300	3,850	
44 501	Replacement of Furniture & Equipment - General	2,000	2,000	2,000	1,949	0	
	Total Replacement of F&E	2,000	2,000	2,000	1,949	0	
44 754	Debenture Interest - post May 15, 1998	46,127	46,127	47,877	49,122	-1,750	
	Total Interest Charges on Long Term Debt	46,127	46,127	47,877	49,122	-1,750	
44 611	Rental/Lease - Non-Instructional Accommodation	49,500	49,500	49,500	25,500	0	
	Total Rental Expenditures	49,500	49,500	49,500	25,500	0	
44 653	Other Professional Fees	0	0	0		0	
44 654	Other Contractual Services	30,000	30,000	30,000	35,827	0	
	Total Fees & Contractual Services	30,000	30,000	30,000	35,827	0	
	Total OP & MAINT/CAPITAL-NON INSTRUCTIONAL	300,947	300,947	313,382	300,685	-12,435	

Brant Haldimand Norfolk Catholic District School Board

2012-2013 Preliminary Expenditure Estimates Including TCA

	Prelim	Prelim Change	Prelim Budget	Revised 2011-2012	Actual 2010-2011	Increase (Decrease)	Description
DIRECT CAPITAL & DEBT							
45 754			363,729	373,850	359,761	-10,121	Debenture Interest - post May 15, 1998
Total Interest Charges on Long Term Debt			363,729	373,850	359,761	-10,121	
45 762			146,395	146,395	146,395	0	Other Capital
Total Other			146,395	146,395	146,395	0	
Total DIRECT CAPITAL & DEBT			510,124	520,245	506,156	-10,121	
TRANSPORTATION - GENERAL							
Total Salaries & Wages			0	0	30,778	0	
Total Employee Benefits			0	0	5,751	0	
50 317			0	0		0	Professional Development - Non Teaching
Total Staff Development			0	0		0	
50 361			0	0	600	0	Automobile Reimbursement
50 404			0	0	308	0	Telephone - Cellular
50 410			0	0		0	Office Supplies & Services
Total Supplies & Services			0	0	908	0	
50 654			206,190	187,997	94,887	18,193	Other Contractual Services
50 661			0	0		0	Software Fees & Licenses
50 702			0	0		0	Association & Membership Fees - Individuals
Total Fees & Contractual Services			206,190	187,997	94,887	18,193	
Total TRANSPORTATION - GENERAL			206,190	187,997	132,324	18,193	
TRANSPORTATION - HOME TO SCHOOL							
51 654			4,560,320	4,909,683	5,012,386	-349,363	Other Contractual Services
51 720			0	0	-57,140	0	Transfers to Other Boards
Total Fees & Contractual Services			4,560,320	4,909,683	4,955,246	-349,363	
Total TRANSPORTATION - HOME TO SCHOOL			4,560,320	4,909,683	4,955,246	-349,363	
TRANSPORTATION - SCHOOL TO SCHOOL							
52 654			0	0	55,107	0	Other Contractual Services
52 725			0	0		0	Miscellaneous
Total Fees & Contractual Services			0	0	55,107	0	
Total TRANSPORTATION - SCHOOL TO SCHOOL			0	0	55,107	0	
TRANSPORTATION - OTHER							
53 654			0	0	5,000	0	Other Contractual Services
Total Fees & Contractual Services			0	0	5,000	0	
Total TRANSPORTATION - OTHER			0	0	5,000	0	

Brant Haldimand Norfolk Catholic District School Board

2012-2013 Preliminary Expenditure Estimates Including TCA

	Prelim	Prelim Change	Prelim Budget	Revised 2011-2012	Actual 2010-2011	Increase (Decrease)	Description
CONTINUING EDUCATION							
Total Salaries & Wages	0		0	0		0	
55 330 Instructional Supplies	0		0	0		0	
55 335 Printing & Photocopying - Instructional	0		0	0		0	
Total Supplies & Services	0		0	0		0	
Total CONTINUING EDUCATION	0		0	0		0	
OTHER NON-OPERATING							
59 462 SGF Expense	4,000,000		4,000,000	4,000,000		0	
59 722 Claims & Settlements	0		0	0		0	
Total Other	4,000,000		4,000,000	4,000,000		0	
Total OTHER NON-OPERATING	4,000,000		4,000,000	4,000,000		0	
Total Operating Fund	119,253,587		119,253,587	121,596,393	111,837,614	-2,342,806	

Brant Haldimand Norfolk Catholic District School Board 2012-2013 Preliminary Expenditure Estimates Including TCA

	Prelim	Prelim Change	Prelim Budget	Revised 2011-2012	Actual 2010-2011	Increase (Decrease)	Description
Other Operating							
SCHOOL MAINTENANCE							
41 753			0	0	0	0	Debenture Principal - post May 15, 1998
			0	0	0	0	Total Principal & Sinking Fund Payments
Total SCHOOL MAINTENANCE			0	0	0	0	
NEW PUPIL PLACES							
43 753			0	0	0	0	Debenture Principal - post May 15, 1998
43 756			0	0	0	0	Debenture Sinking Fund - post May 14, 1999
			0	0	0	0	Total Principal & Sinking Fund Payments
Total NEW PUPIL PLACES			0	0	0	0	
OP & MAINT/CAPITAL-NON INSTRUCTIONAL							
44 753			0	0	0	0	Debenture Principal - post May 15, 1998
			0	0	0	0	Total Principal & Sinking Fund Payments
Total OP & MAINT/CAPITAL-NON INSTRUCTIONAL			0	0	0	0	
DIRECT CAPITAL & DEBT							
45 753			0	0	0	0	Debenture Principal - post May 15, 1998
			0	0	0	0	Total Principal & Sinking Fund Payments
Total DIRECT CAPITAL & DEBT			0	0	0	0	
OTHER NON-OPERATING							
59 733			0	0		0	Provision for Reserve for Pupil Accommodation
			0	0		0	Total Provision for Reserves
Total OTHER NON-OPERATING			0	0		0	
Total Other Operating Fund			0	0	0	0	

Brant Haldimand Norfolk Catholic District School Board 2012-2013 Preliminary Expenditure Estimates Including TCA

			Prelim	Prelim Change	Prelim Budget	Revised 2011-2012	Actual 2010-2011	Increase (Decrease)	Description
Capital									
INSTRUCTION									
10	552	Additional Furniture & Equipment - Computer Technology	0		0	0	0	0	
10	553	Additional Furniture & Equipment - Network Connectivity	0		0	0	0	0	
Total Tangible Capital Assets			0		0	0	0	0	
Total INSTRUCTION			0		0	0	0	0	
SCHOOL MAINTENANCE									
41	554	Additional Equipment - Vehicles	27,000		27,000	27,000		0	
Total Tangible Capital Assets			27,000		27,000	27,000		0	
Total SCHOOL MAINTENANCE			27,000		27,000	27,000		0	
SCHOOL RENEWAL									
42	768	Energy Efficient Schools	0		0	0	554,086	0	
Total Capital Expenditures			0		0	0	554,086	0	
42	765	School Condition Improvement	1,039,077		1,039,077	1,055,928		-16851	
42	768	Energy Efficient Schools	0		0	0	-515,700	0	
42	769	GPL Improvements	0		0	0		0	
Total Tangible Capital Assets			1,055,928		1,055,928	1,055,928	-515,700	-16851	
Total SCHOOL RENEWAL			1,055,928		1,055,928	1,055,928	38,386	-16851	
NEW PUPIL PLACES									
43	761	Capital Loan Interest	0		0	0		0	
Total Interest Charges on Long Term Debt			0		0	0		0	
43	758	Site Purchases	0		0	0		0	
43	759	Buildings	8,019,700		8,019,700	4,050,000		3,969,700	
Total Tangible Capital Assets			4,050,000		4,050,000	4,050,000		3,969,700	
Total NEW PUPIL PLACES			4,050,000		4,050,000	4,050,000		3,969,700	
OP & MAINT/CAPITAL-NON INSTRUCTIONAL									
44	759	Buildings	0		0	0		0	
Total Tangible Capital Assets			0		0	0		0	
Total OP & MAINT/CAPITAL-NON INSTRUCTIONAL			0		0	0		0	
Total Capital Fund			9,085,777		9,085,777	5,132,928	38,386	3,952,849	

Brant Haldimand Norfolk Catholic District School Board

2012-2013 Preliminary Expenditure Estimates Including TCA

	Prelim	Prelim Change	Prelim Budget	Revised 2011-2012	Actual 2010-2011	Increase (Decrease)	Description
TOTAL BUDGET	128,339,364		128,339,364	126,729,321	111,876,000	1,610,043	