

# 2012 - 2013 Proposed Budget

14 May 2012



**OTTAWA-CARLETON**  
DISTRICT SCHOOL BOARD



# Table of Contents

	Page #		Page #
<b>Tab 1 Letter of Transmittal and Board Motion for Approval</b>		<b>Tab 5 New Initiatives</b>	
<b>Tab 2 Budget Overview</b>		i) New Initiatives Summary	35
i) Comparative Summary	4	<b>Tab 6 Capital Budget</b>	
i) Net Enveloping - Table and Chart	5	i) Capital Expenditure Budget	37
ii) Summary of Changes in the Expense Budget	7	<b>Tab 7 Accumulated Surplus, Reserves and Deferred Revenue</b>	
Appendix A	8	i) Summary Schedule	39
Appendix B	9	<b>Tab 8 Background Information</b>	
Appendix C	10	i) Special Education	41
Appendix D	11	ii) Comparative Special Education Staffing	44
iii) Budget Assumptions	12	iii) English as a Second Language	45
<b>Tab 3 Average Daily Enrolment - Table and Chart</b>	15	iv) Learning Opportunities Grant	46
<b>Tab 4 Budget Operating Details</b>		v) Full Day Kindergarten	47
i) Staffing		vi) Outdoor Education	49
Comparative FTE Staffing	18	vii) Aboriginal Education	50
ii) Revenues		viii) Safe School Supplement / Urban Priorities	51
Summary Schedule	19	ix) Central Administration by Department	52
iii) Expenditures		<b>Tab 9 Appendices</b>	
Summary by Envelope	21	i) School Allocation Formula	57
Instruction	23	ii) Budget Timetable	59
Continuing Education	26	iii) Impact Statements	60
Transportation	28		
School Facilities	29		
Central Administration	31		
Capital Financing & Other	33		



# Budget Overview



**OTTAWA-CARLETON**  
DISTRICT SCHOOL BOARD



# Comparative Budget Summary

In \$Millions

	2011-2012 Approved Budget	2012-2013 Proposed Budget
<b>Revenues:</b>		
Grants for Student Needs	711.1	711.1
Educational Grants - Other	38.2	51.6
Deferred Capital Contributions	25.1	24.3
<b>Total Revenues</b>	<b>774.3</b>	<b>786.9</b>
<b>Expenditures:</b>		
Instruction	586.4	597.4
Continuing Education	9.9	9.4
Transportation	37.9	40.4
School Facilities	86.3	85.9
Central Administration	18.6	19.3
Capital Financing and Other	16.8	16.4
Amortization <i>(Funded by Ministry)</i>	24.3	24.3
Amortization <i>(Not funded by Ministry)</i>	0.8	1.0
<b>Total Expenditures</b>	<b>780.9</b>	<b>794.1</b>
<b>Projected Shortfall:</b>	<b>(6.6)</b>	<b>(7.2)</b>

Shortfall funded as follows:	2011-2012 Approved Budget	2012-2013 Proposed Budget
<b>Unappropriated Reserves</b> <i>(Included for compliance calculation)</i>	<b>6.6</b>	<b>6.2</b>
<b>Appropriated Reserves</b> <i>(Not included in compliance calculation)</i>	<b>0.0</b>	<b>1.0</b>
<i>Numbers may not add due to rounding</i>		



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DISTRICT SCHOOL BOARD



# Net Enveloping - Table

## 2012-2013 PROJECTION

In \$Millions

	Projected Expenses	On Going Grants	Other Revenue	Total Revenue	Net On Going	Use of Reserves	Net Funding
Instruction	597.4	566.6	29.9	596.5	(0.9)	0.0	(0.9)
Continuing Education	9.4	5.6	4.8	10.4	1.0	0.0	1.0
Transportation	40.5	33.9	0.1	33.9	(6.5)	6.2	(0.3)
School Facilities	85.9	78.9	7.3	86.1	0.2	0.0	0.2
Central Administration	19.2	16.5	2.8	19.3	0.0	0.0	0.0
Capital Financing and Other	16.4	9.7	6.8	16.4	(0.0)	0.0	0.0
Amortization *	25.3	24.3	0.0	24.3	(1.0)	1.0	0.0
<b>Total in \$Millions</b>	<b>\$794.1</b>	<b>\$735.4</b>	<b>\$51.6</b>	<b>\$786.9</b>	<b>(\$7.2)</b>	<b>\$7.2</b>	<b>\$0.0</b>

*Numbers may not add due to rounding*

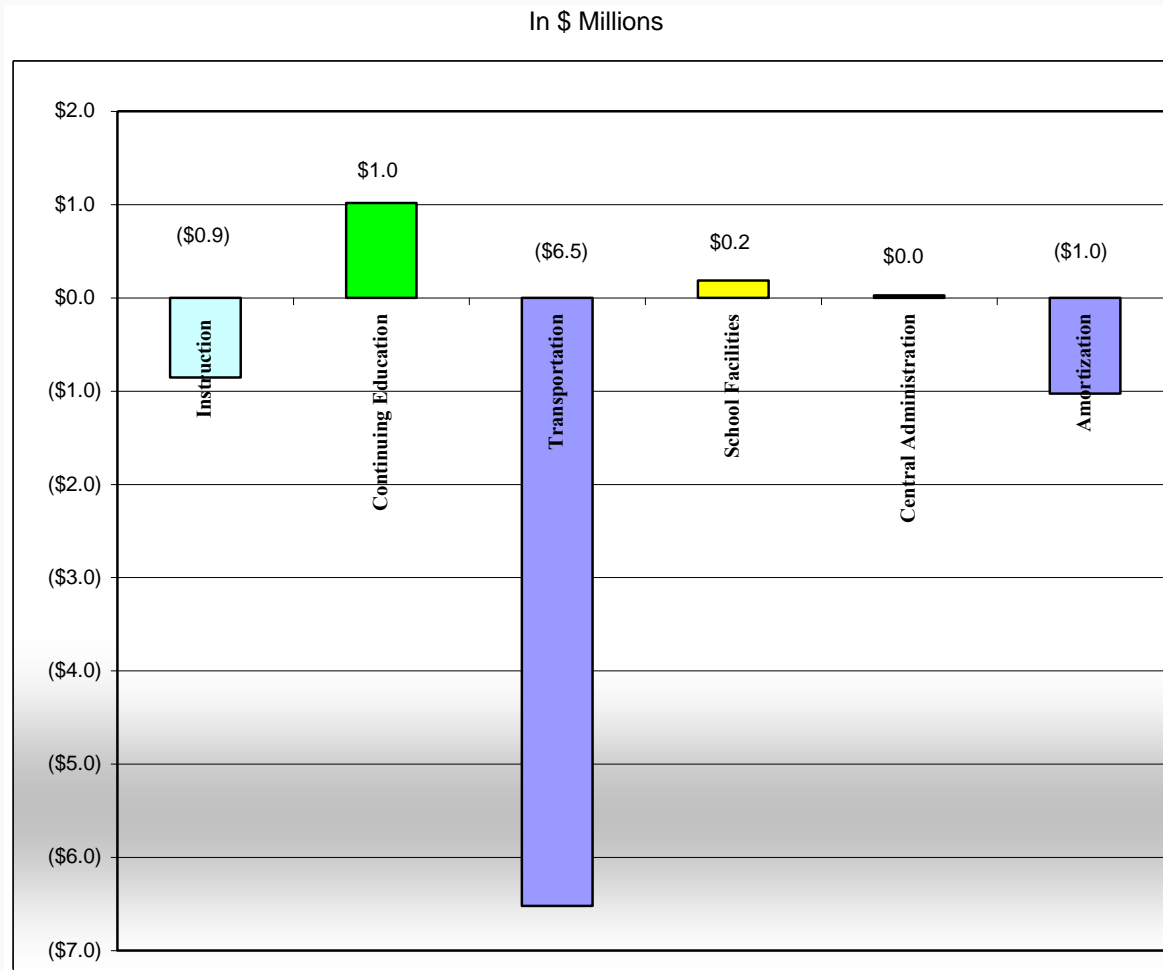
\* Use of reserves not included in the compliance calculation



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DISTRICT SCHOOL BOARD



# Net Enveloping Prior to Use of Reserves



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DISTRICT SCHOOL BOARD



# Summary of Changes in the Expense Budget

<b>Approved Expenditure 2011-2012 Budget</b>			<b>\$780,924,121</b>
<b>Removal of 2011-2012 Budget Decisions - One Time Initiatives</b>			
	<b>Sub-Total</b>		<b>(\$687,037)</b>
<b>Board Decisions included in 2012-2013 Budget - Details on Appendix A</b>			
	Non-Discretionary	\$5,576,871	
	Discretionary	\$1,081,100	
	<b>Sub-Total</b>		<b>\$6,657,971</b>
<b>Proposed Initiatives included in 2012-2013 Budget - Details on Appendix B</b>			
	Direct Support to Students	<i>Internally funded portion (\$250,000)</i>	\$1,865,500
	Indirect Support to Students	<i>Internally funded portion (\$485,000)</i>	\$605,000
	<b>Sub-Total</b>		<b>\$1,735,500</b>
<b>Changes in Costs - Details on Appendix C</b>			
	<b>Sub-Total</b>		<b>\$2,148,320</b>
<b>Cost due to changes in Grants and PSAB Legislation - Details on Appendix D</b>			
	<b>Sub-Total</b>		<b>\$3,370,258</b>
<b>Net increase in budget base from approved 2011-2012 Budget</b>			<b>\$13,225,012</b>
<b>Proposed 2012-2013 Budget</b>			<b>794,149,133</b>



**OTTAWA-CARLETON**  
DISTRICT SCHOOL BOARD





# Appendix A - Previously Approved Budget Decisions

Description	FTE	Amount
<b>Non Discretionary:</b>		
Program Enhancements - Secondary Teaching Staff (PDT Agreement)	7.2	\$700,560
Student Success for Grades 7 and 8 - Teaching Staff (PDT Agreement)	7.4	\$675,620
Preparation Time for Elementary Teachers (PDT Agreement)	26.8	\$2,445,927
Full Day Kindergarten - Teaching Staff	88.0	\$5,943,608
Change in Enrolment - Teaching Staff	(45.3)	(\$4,188,844)
<b>Sub-total:</b>	<b>84.1</b>	<b>\$5,576,871</b>
<b>Discretionary:</b>		
English as a Second Language - Secondary Teaching Staff	3.0	\$291,900
Instructional Coach for Aboriginal Support - Secondary Teaching Staff	1.0	\$97,300
Native Studies Courses - Secondary Teaching Staff ( <i>Increase from 2.0 FTE</i> )	3.0	\$291,900
Special Education for Autism Class - Elementary Teaching Staff	1.0	\$91,300
Reduction of one Instructional Coach - Elementary Teaching Staff	(1.0)	(\$91,300)
Transportation - Improvements to Entitlement for Grades 7 & 8		\$400,000
<b>Sub-total:</b>	<b>7.0</b>	<b>\$1,081,100</b>
<b>Total</b>	<b>91.1</b>	<b>\$6,657,971</b>





# Appendix B - Staff Recommended Initiatives

Description	FTE	Amount	Funding Source		
			Grants	Existing Budgets	Cost Recovery
<b>Direct Support to Students:</b>					
Program Spaces - compliance orders		\$250,000		\$250,000	
3.0 Special Education Specialized Classes:					
Elementary Teaching Positions	3.0	\$289,200	\$289,200		
Educational Assistants	6.0	\$312,600	\$312,600		
Increase in Educational Assistants	3.0	\$156,300	\$156,300		
Drug Counseling		\$300,000	\$300,000		
Lunch Monitor Supervision - additional monitors		\$80,000	\$80,000		
Continuing Education - Credit Program	0.5	\$30,000			\$30,000
Full Day Kindergarten - Additional staff:					
Psychologist	1.0	\$107,600	\$107,600		
Social Worker	1.0	\$96,200	\$96,200		
Speech Language Pathologist	1.0	\$93,600	\$93,600		
Full Day Kindergarten - Supervision of Extended Day	3.0	\$150,000			\$150,000
<b>Sub-Total</b>	<b>18.5</b>	<b>\$1,865,500</b>	<b>\$1,435,500</b>	<b>\$250,000</b>	<b>\$180,000</b>
<b>Indirect Support to Students:</b>					
Assistant Manager - Planning	1.0	\$100,000		\$100,000	
Planner	1.0	\$85,000		\$85,000	
Facilities - trade positions	3.0	\$300,000		\$300,000	
Analyst position to support negotiations (1 year term)	1.0	\$80,000	\$80,000		
Reception position for security	1.0	\$40,000	\$40,000		
<b>Sub-Total</b>	<b>7.0</b>	<b>\$605,000</b>	<b>\$120,000</b>	<b>\$485,000</b>	<b>\$0</b>
<b>Total</b>	<b>25.5</b>	<b>\$2,470,500</b>	<b>\$1,555,500</b>	<b>\$735,000</b>	<b>\$180,000</b>



# Appendix C – Changes in Costs

Description	Amount
Transportation - OSTA (projected increase)	\$2,119,092
Operation Budget for new school construction	(\$400,000)
Adjustments on operating budgets to more accurately reflect spending projection	(\$1,526,303)
Central Licenses, Memberships and Copyrights	\$288,386
Benefit cost increases, salary differential and other staff changes	\$1,529,636
Emergency Educational Assistants	\$137,509
<b>Total</b>	<b>\$2,148,320</b>



# Appendix D - Cost due to Changes in Grants and PSAB Legislation

Description	Amount
New Teacher Induction Program Grant	\$124,579
Educational Programs - Other (Non GSN)	(\$931,725)
Full Day Kindergarten - Early Childhood Educators	\$3,927,404
PSAB Adjustment for Future Benefits	\$250,000
<b>Total</b>	<b>\$3,370,258</b>



**OTTAWA-CARLETON**  
DISTRICT SCHOOL BOARD



# Budget Assumptions

## Expenditure Assumptions:

- Statutory and benefit costs have been adjusted to reflect estimated increase in cost
- No provision for progression on grid and cost of living increases as per Provincial Government direction
- Impact of the existing Provincial Discussion Table agreements are included in the proposed budget
- School budgets include provision for funding school courses and fees to offset the impact of the 2011 Ministry directives
- Transportation budgets have been adjusted to reflect projected expenditures
- Debt expenditures have been revised to reflect projected 2012-2013 interest payments
- Operating budgets such as school budgets, school support funds and facilities renewal programs have been adjusted to reflect projected change in Average Daily Enrolment (ADE)
- Salary differential has been adjusted to reflect projected growth in teaching staff retirements to 230 FTE (increase from 80 FTE)
- Changes in program costs have been updated to reflect projected usage
- Operating budgets have been adjusted to reflect historical costs and projected trends



OTTAWA-CARLETON  
DISTRICT SCHOOL BOARD



# Budget Assumptions

## General Assumptions:

- Teaching staff has been adjusted per Human Resources Report 12-054 dated 03 April 2012
- The proposed 2012-2013 Budget was prepared in accordance with the Ministry of Education's Balanced Budget Calculation - per Regulation
- Provisions for Year 3 of the Full Day Kindergarten program are in budget base. This includes projected salaries, operating costs and revenues. The cost and revenues of the Extended Day Program are not included in the budget as it is operated on a cost recovery basis based on Ministry's expectations. As a cost recovery program there will be no impact to the OCDSB's year end surplus/deficit position.

## Revenue Assumptions:

- Recently announced grants & Educational Program Other EPO's for the OCDSB are included in the proposed budget along with corresponding expense budgets
- Revenues have been adjusted to reflect projected 2012-2013 Average Daily Enrolment ADE



OTTAWA-CARLETON  
DISTRICT SCHOOL BOARD



# Average Daily Enrolment



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DISTRICT SCHOOL BOARD





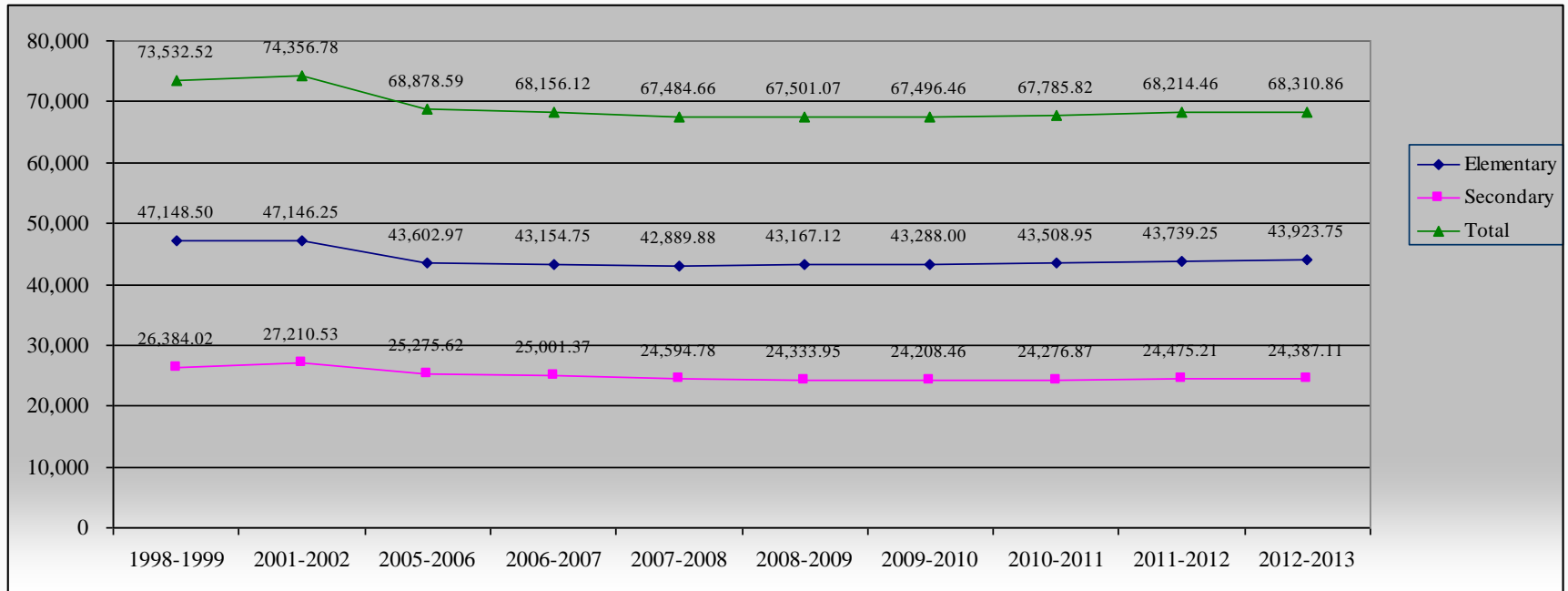
# Average Daily Enrolment - Table

ADE for Students	Actual for 2004-2005	Actual for 2005-2006	Actual for 2006-2007	Actual for 2007-2008	Actual for 2008-2009	Actual for 2009-2010	Actual for 2010-2011	Revised for 2011-2012	Projected for 2012-2013
<b>Elementary Students</b>									
JK	1,920.25	1,961.25	2,042.50	2,034.25	2,174.25	2,072.05	2,163.50	2,191.00	2,216.25
SK	2,233.25	2,142.00	2,178.50	2,234.55	2,293.15	2,405.00	2,310.15	2,355.75	2,392.50
Grades 1 to 3	14,438.25	14,139.27	13,844.15	13,749.98	14,045.45	14,479.94	14,881.70	14,951.00	14,863.00
Grades 4 to 8	25,887.35	25,300.20	25,011.85	24,794.35	24,583.27	24,280.26	24,104.35	24,200.50	24,411.00
Sub-Total	44,479.10	43,542.72	43,077.00	42,813.13	43,096.12	43,237.25	43,459.70	43,698.25	43,882.75
Tuition Paying	90.25	60.25	77.75	76.75	71.00	50.75	49.25	41.00	41.00
<b>Total Elementary Students</b>	<b>44,569.35</b>	<b>43,602.97</b>	<b>43,154.75</b>	<b>42,889.88</b>	<b>43,167.12</b>	<b>43,288.00</b>	<b>43,508.95</b>	<b>43,739.25</b>	<b>43,923.75</b>
<b>Secondary Students</b>									
Under age 21	24,427.77	24,323.87	23,981.16	23,526.26	23,292.70	23,126.14	23,087.18	23,128.58	23,042.94
Age 21 and over	802.60	775.00	799.46	853.71	810.75	830.00	893.44	958.63	956.17
Sub-Total	25,230.37	25,098.87	24,780.62	24,379.97	24,103.45	23,956.14	23,980.62	24,087.21	23,999.11
Tuition Paying	171.25	176.75	220.75	214.81	230.50	252.32	296.25	388.00	388.00
<b>Total Secondary Students</b>	<b>25,401.62</b>	<b>25,275.62</b>	<b>25,001.37</b>	<b>24,594.78</b>	<b>24,333.95</b>	<b>24,208.46</b>	<b>24,276.87</b>	<b>24,475.21</b>	<b>24,387.11</b>
<b>Total</b>	<b>69,970.97</b>	<b>68,878.59</b>	<b>68,156.12</b>	<b>67,484.66</b>	<b>67,501.07</b>	<b>67,496.46</b>	<b>67,785.82</b>	<b>68,214.46</b>	<b>68,310.86</b>





# Average Daily Enrolment – Trend Analysis



OTTAWA-CARLETON  
DISTRICT SCHOOL BOARD



# Budget Operating Details

**Comparative Staffing**

**Revenues**

**Expenditures**



**OTTAWA-CARLETON**  
DISTRICT SCHOOL BOARD



# Comparative FTE Staffing

Budget Year:	Jan 1998 Actual	2009-2010 Approved	2010-2011 Approved	2011-2012 Approved	2012-2013 Projected Staffing
<b>Academic Elementary</b>					
<b>School Administration:</b>					
Principals (excluding central)	122.00	117.00	115.00	116.00	116.00
Vice-Principals (excluding central)	47.75	41.00	41.00	43.00	43.00
<b>Elementary Principals/Vice-Principals</b>	<b>169.75</b>	<b>158.00</b>	<b>156.00</b>	<b>159.00</b>	<b>159.00</b>
<b>Teachers:</b>					
Regular Day School	2,319.35	2,346.17	2,394.13	2,463.69	2,531.06
Special Education	461.10	453.15	446.78	451.90	462.54
<b>Elementary Academic</b>	<b>2,780.45</b>	<b>2,799.32</b>	<b>2,840.91</b>	<b>2,915.59</b>	<b>2,993.60</b>
<b>Academic Secondary</b>					
<b>School Administration:</b>					
Principals (excluding central)	26.00	26.00	26.00	26.00	26.00
Vice-Principals (excluding central)	34.00	48.67	48.67	50.67	49.67
<b>Secondary Principals/Vice-Principals</b>	<b>60.00</b>	<b>74.67</b>	<b>74.67</b>	<b>76.67</b>	<b>75.67</b>
<b>Teachers:</b>					
Regular Day School	1,624.19	1,501.25	1,513.70	1,520.38	1,552.56
Special Education	117.31	111.42	102.29	98.12	98.45
<b>Secondary Academic</b>	<b>1,741.50</b>	<b>1,612.67</b>	<b>1,615.99</b>	<b>1,618.50</b>	<b>1,651.01</b>
<b>Non Academic</b>					
Educational Assistants	540.04	591.00	599.00	619.00	628.00
Early Childhood Educators	0.00	0.00	58.00	82.00	171.00
Special Education Support (PSSP)	84.50	59.60	62.90	68.40	71.90
Custodial and Maintenance	803.92	720.00	715.24	739.74	744.24
In School Support Staff	566.79	323.60	322.10	324.10	324.30
Instruction Support/Other (including 9.0 central Principals / VPs)	190.15	254.30	252.60	254.10	257.20
Central Administration	232.77	155.48	155.28	155.28	158.58
<b>Non Academic</b>	<b>2,418.17</b>	<b>2,103.98</b>	<b>2,165.12</b>	<b>2,242.62</b>	<b>2,355.22</b>
<b>Total</b>	<b>7,169.87</b>	<b>6,748.64</b>	<b>6,852.69</b>	<b>7,012.38</b>	<b>7,234.50</b>



**OTTAWA-CARLETON**  
DISTRICT SCHOOL BOARD



# Revenues - Grant

In \$Millions	Approved Budget 2011-2012	Proposed Budget 2012-2013
<b>Grants for Operating Purposes</b>		
Pupil Foundation	\$347.1	\$350.1
School Foundation	\$47.6	\$47.5
Special Education	\$83.5	\$84.3
French as a Second Language	\$12.5	\$13.5
English as a Second Language	\$8.7	\$10.0
First Nation, Metis and Inuit Education Supplement	\$0.7	\$0.9
Learning Opportunities	\$17.6	\$17.7
Safe School Supplement	\$1.8	\$1.8
Program Enhancement	\$1.4	\$0.0
Continuing Education	\$3.6	\$3.8
Adult Education	\$2.8	\$2.8
Teacher Qualifications and Experience	\$45.1	\$39.2
New Teacher Induction Program	\$0.5	\$0.5
Student Transportation	\$34.1	\$33.9
Administration and Governance	\$16.8	\$16.8
School Operations (Facilities)	\$71.7	\$71.8
Community Use of Schools	\$1.0	\$1.0
Tangible Capital Equipment	(\$1.0)	\$0.0
Restraint Savings	\$0.0	(\$0.3)
<b>Sub-Total: Operating Grant</b>	<b>\$695.5</b>	<b>\$695.4</b>
<b>Grants for Capital Purposes (Restated)</b>		
Facilities Renewal	\$6.0	\$6.0
Debt funding for various capital programs	\$2.5	\$2.5
Interest Expense	\$7.1	\$7.1
<b>Sub-Total: Capital Grants</b>	<b>\$15.6</b>	<b>\$15.7</b>
<b>Total Grants for Operating and Capital Purposes</b>	<b>\$711.1</b>	<b>\$711.1</b>
<i>Numbers may not add due to rounding</i>		



**OTTAWA-CARLETON**  
DISTRICT SCHOOL BOARD



# Revenues - Other

In \$Millions	Approved Budget 2011-2012	Proposed Budget 2012-2013
<b>Non Grant Revenues</b>		
Rentals	\$4.3	\$4.4
Continuing Education	\$5.1	\$6.6
Other Grants	\$5.9	\$3.7
Full Day Kindergarten Program	\$7.4	\$21.2
Staff on Loan	\$7.0	\$6.8
Tuition Fees	\$3.2	\$4.4
Interest Income	\$0.6	\$0.6
Miscellaneous Revenues	\$4.7	\$4.0
<b>Total: Other Revenues</b>	<b>\$38.2</b>	<b>\$51.6</b>
<b>Sub-Total: Grant and Non Grant Revenues</b>	<b>\$749.2</b>	<b>\$762.6</b>
<b>Reserves</b>		
Operating Reserves / Accumulated Surplus	\$6.6	\$6.2
<b>Total Revenues</b>	<b>\$755.8</b>	<b>\$768.8</b>
<b>Deferred Capital Contributions</b>		
Ministry Funded	\$24.3	\$24.3
Board Funded	\$0.8	\$1.0
<b>Total Deferred Capital Contributions</b>	<b>\$25.1</b>	<b>\$25.3</b>
<b>Total Revenues and Deferred Capital Contributions</b>	<b>\$780.9</b>	<b>\$794.1</b>
<i>Numbers may not add due to rounding</i>		



# Expenditures by Funding Source

## Summary

	2012-2013				
	Proposed Budget				
	Revenues		Expenditures		
		Amount	FTE	Amount	Amount
Instruction		596,453,752	6,304.68	597,360,283	(906,531)
Continuing Education		10,438,575	17.50	9,422,040	1,016,535
Transportation		33,931,847	9.50	40,451,761	(6,519,914)
Facilities		86,131,865	744.24	85,946,741	185,124
Central Administration		19,254,473	170.58	19,229,688	24,785
Debentures And Transfer To Capital Reserves		40,709,621	72.14	41,737,621	(1,028,000)

<b>Total</b>	<b>\$</b>	<b>786,920,133</b>	<b>7,318.64</b>	<b>\$</b>	<b>794,148,133</b>	<b>\$</b>	<b>(7,228,000)</b>
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<b>Use of Reserves for Compliance</b>		
Transportation		6,200,000
<b>Total Use of Reserves</b>		<b>\$ 6,200,000</b>

<b>Use of Reserves - Other</b>		
Board Funded Amortization on Capital Projects		1,028,000
<b>Total Use of Reserves - Other</b>		<b>\$ 1,028,000</b>

Numbers on Expenditures by Funding Source may not add due to rounding



**OTTAWA-CARLETON**  
DISTRICT SCHOOL BOARD





# Expenditures by Funding Source

## Summary

	2010-2011		2011-2012		2011-2012		2011-2012		2012-2013	
	Year-End Results		Approved Budget		Revised Budget		YTD at 31 March 2012		Proposed Budget	
	FTE	Amount	FTE	Amount	FTE	Amount	FTE	Amount	FTE	Amount
<b>Revenues</b>										
Grants for Student Needs		682,391,424		710,887,601		710,883,274		See Forecast Report		711,084,073
Other Revenues		39,760,697		38,190,493		45,476,386				51,554,060
Amortization Funding		25,930,415		25,310,000		27,609,172				24,282,000
<b>Total</b>		<b>\$ 748,082,536</b>		<b>\$ 774,388,094</b>		<b>\$ 783,968,832</b>				<b>\$ 786,920,133</b>
<b>Expenditures</b>										
Salaries and Benefits	6,961.66	595,251,006	7,095.85	624,943,800	7,119.25	625,016,009	-	376,772,571	7,318.64	638,267,666
Staff Development, Supplies and Services		46,603,083		57,018,357		58,348,345		27,848,117		55,135,174
Fees, Contractual and Rentals		55,638,773		56,437,996		56,464,759		40,238,970		57,892,936
Interest Charges and Other Capital		7,053,187		7,100,000		7,133,064		3,806,948		7,128,388
Other		7,688,492		10,113,968		11,905,475		3,981,208		10,413,968
Amortization		26,513,971		25,310,000		28,742,506		1,215,969		25,310,000
<b>Total</b>	<b>6,961.66</b>	<b>\$ 738,748,512</b>	<b>7,095.85</b>	<b>\$ 780,924,121</b>	<b>7,119.25</b>	<b>\$ 787,610,158</b>	<b>-</b>	<b>\$453,863,782</b>	<b>7,318.64</b>	<b>\$ 794,148,133</b>
<b>Funding Surplus (Deficit)</b>		<b>\$ 9,334,024</b>		<b>\$ (6,536,027)</b>		<b>\$ (3,641,326)</b>				<b>\$ (7,228,000)</b>
<b>Use of Reserves</b>										
Reserves for Current Year Expenses										6,200,000
Reserves for Board Funded Capital Projects										1,028,000
<b>Total Use of Reserves</b>										<b>\$ 7,228,000</b>





# Expenditures by Funding Source

## INSTRUCTION

### Summary

	2010-2011		2011-2012		2011-2012		2011-2012		2012-20113	
	Year-End Results		Approved Budget		Revised Budget		YTD at 31 March 2012		Proposed Budget	
	FTE	Amount	FTE	Amount	FTE	Amount	FTE	Amount	FTE	Amount
<b>Revenues</b>										
Grants for Student Needs		542,919,619		566,107,727		569,545,488		See Forecast Report		566,553,628
Other Revenues		18,577,766		17,255,493		18,157,313				29,900,124
Total		\$ 561,497,385		\$ 583,363,220		\$ 587,702,801				\$ 596,453,752
<b>Expenditures</b>										
Salaries and Benefits	5,959.67	519,623,206	6,090.86	547,593,013	6,114.26	547,443,907	-	330,444,626	6,304.68	560,223,987
Staff Development, Supplies and Services		22,998,302		30,238,496		31,392,552		14,953,289		28,255,934
Fees, Contractual and Rentals		9,536,144		8,544,271		8,631,132		7,530,675		8,430,362
Other		542,650		-		-		405		450,000
Total	5,959.67	\$ 552,700,302	6,090.86	\$ 586,375,780	6,114.26	\$ 587,467,591		\$ 352,928,995	6,304.68	\$ 597,360,283
<b>Funding Surplus (Deficit)</b>		<b>\$ 8,797,083</b>		<b>\$ (3,012,560)</b>		<b>\$ 235,210</b>				<b>\$ (906,531)</b>



# Expenditures by Funding Source

## INSTRUCTION

### Expenditure Details by Category

	2010-2011		2011-2012		2011-2012		2011-2012		2012-2013	
	Year-End Results		Approved Budget		Revised Budget		YTD at 31 March 2012		Proposed Budget	
	FTE	Amount	FTE	Amount	FTE	Amount	FTE	Amount	FTE	Amount
<b>Classroom Teachers</b>										
Salaries and Benefits	4,370.90	397,039,847	4,441.09	414,785,561	4,457.49	415,552,876		247,623,539	4,549.94	421,299,204
Staff Development, Supplies and Services		370,193		324,566		134,566		144,816		134,566
Fees, Contractual and Rentals		671,790		581,161		581,161		273,807		388,857
<b>Occasional Teachers</b>										
Salaries and Benefits		13,496,811		13,854,198		12,654,198		10,480,609		14,504,773
<b>Educational Assistants &amp; Early Childhood Educators</b>										
Salaries and Benefits	657.00	31,494,616	701.00	35,948,254	708.00	36,209,277		24,538,836	799.00	40,662,106
<b>Professionals, Paraprofessionals &amp; Technicians</b>										
Salaries and Benefits	201.90	15,966,622	209.40	17,800,951	209.40	17,800,951		9,876,905	215.40	18,378,194
Staff Development, Supplies and Services		171,132		416,803		416,803		118,754		431,927
Fees, Contractual and Rentals		613,302		603,750		603,751		1,468,915		657,188
<b>Library &amp; Guidance</b>										
Salaries and Benefits	162.43	11,631,062	161.43	12,340,848	161.43	12,340,849		5,230,321	162.20	12,369,119
Fees, Contractual and Rentals		24,020		243,140		-		14,277		239,810
<b>Staff Development</b>										
Salaries and Benefits	3.00	244,462	3.00	249,799	3.00	249,800		140,617	3.00	247,001
Staff Development, Supplies and Services		4,351,368		4,383,735		4,508,314		3,294,890		4,939,762
<b>Principals &amp; Vice-Principals</b>										
Salaries and Benefits	239.17	30,249,836	243.67	31,681,503	243.67	31,681,503		18,881,892	242.67	31,648,615
Staff Development, Supplies and Services		249,881		270,000		270,000		112,110		270,000



# Expenditures by Funding Source

## INSTRUCTION

### Expenditure Details by Category

	2010-2011		2011-2012		2011-2012		2011-2012		2012-2013	
	Year-End Results		Approved Budget		Revised Budget		YTD at 31 March 2012		Proposed Budget	
	FTE	Amount	FTE	Amount	FTE	Amount	FTE	Amount	FTE	Amount
<b>Department Head Allowances</b>										
Salaries and Benefits		1,017,170		1,089,537		1,089,537		605,414		1,089,537
<b>School Support</b>										
Salaries and Benefits	319.10	18,001,121	321.10	18,905,679	321.10	18,928,235		12,210,330	321.30	19,092,520
Staff Development, Supplies and Services		1,806,336		929,693		929,692		1,067,402		929,693
Fees, Contractual and Rentals		707,437		228,240		228,240		176,106		228,240
<b>Coordinators &amp; Consultants</b>										
Salaries and Benefits	6.17	481,658	10.17	936,681	10.17	936,681		856,163	11.17	932,919
Staff Development, Supplies and Services		233,314		21,595		21,595		94,819		21,595
Fees, Contractual and Rentals		36,385		171,957		171,957		1,290		8,998
Other		7,490		-		-		347		-
<b>Textbooks and Supplies</b>										
Supplies and Services		12,983,798		22,862,597		24,082,074		8,738,697		20,498,884
Fees, Contractual and Rentals		3,137,477		2,562,440		2,892,440		3,061,717		2,753,686
Other		535,160		-		-		58		450,000
<b>Computers</b>										
Supplies and Services		2,832,280		1,029,508		1,029,508		1,381,801		1,029,508
Fees, Contractual and Rentals		4,345,733		4,153,583		4,153,583		2,534,563		4,153,583
<b>Sub-Total by Category</b>										
Salaries and Benefits	5,959.67	519,623,206	6,090.86	547,593,013	6,114.26	547,443,907	-	330,444,626	6,304.68	560,223,987
Staff Development, Supplies and Services		22,998,302		30,238,496		31,392,552		14,953,289		28,255,934
Fees, Contractual and Rentals		9,536,144		8,544,271		8,631,132		7,530,675		8,430,362
Other		542,650		-		-		405		450,000
<b>Total</b>	<b>5,959.67</b>	<b>\$ 552,700,302</b>	<b>6,090.86</b>	<b>\$ 586,375,780</b>	<b>6,114.26</b>	<b>\$ 587,467,591</b>		<b>\$ 352,928,995</b>	<b>6,304.68</b>	<b>\$ 597,360,283</b>



# Expenditures by Funding Source

## CONTINUING EDUCATION

### Summary

	2010-2011		2011-2012		2011-2012		2011-2012		2012-2013	
	Year-End Results		Approved Budget		Revised Budget		YTD at 31 March 2012		Proposed Budget	
	FTE	Amount	FTE	Amount	FTE	Amount	FTE	Amount	FTE	Amount
<b>Revenues</b>										
Grants		5,628,632		5,363,873		5,364,003		See Forecast		5,628,257
Other Revenues		5,902,971		5,100,000		5,427,600		Report		4,810,318
<b>Total</b>		\$ 11,531,603		\$ 10,463,873		\$ 10,791,603				\$ 10,438,575
<b>Expenditures</b>										
Salaries & Benefits	17.00	8,843,563	17.00	8,248,640	17.00	8,248,640		4,964,919	17.50	8,282,785
Staff Development, Supplies and Services		751,802		704,399		704,399		333,182		704,399
Fees, Contractual and Rentals		499,296		910,856		910,856		425,152		434,856
<b>Total</b>	17.00	\$ 10,094,661	17.00	\$ 9,863,895	17.00	\$ 9,863,895		\$ 5,723,253	17.50	\$ 9,422,040
<b>Funding Surplus (Deficit)</b>		\$ 1,436,942		\$ 599,978		\$ 927,708				\$ 1,016,535



**OTTAWA-CARLETON**  
DISTRICT SCHOOL BOARD



# Expenditures by Funding Source

## CONTINUING EDUCATION

### Expenditure Details by Program

	2010-2011		2011-2012		2011-2012		2011-2012		2012-2013	
	Year-End Results		Approved Budget		Revised Budget		YTD at 31 March 2012		Proposed Budget	
	FTE	Amount	FTE	Amount	FTE	Amount	FTE	Amount	FTE	Amount
<b>Salaries &amp; Benefits</b>										
Principal and Support Staff	17.00	1,928,287	17.00	1,442,950	17.00	1,442,950		181,959	17.50	1,477,095
Instructors and Site Administrators		6,915,276		6,805,690		6,805,690		4,782,960		6,805,690
<b>Total Salaries &amp; Benefits</b>	<b>17.00</b>	<b>\$ 8,843,563</b>	<b>17.00</b>	<b>\$ 8,248,640</b>	<b>17.00</b>	<b>\$ 8,248,640</b>		<b>\$ 4,964,919</b>	<b>17.50</b>	<b>\$ 8,282,785</b>
<b>Operations</b>										
Interest Program		273,918		208,522		208,522		139,346		208,522
Credit Night School		38,890		89,250		89,250		27,362		89,250
Summer School		107,496		49,000		49,000		24,980		49,000
Literacy & Numeracy		21,969		6,170		6,170		14,988		6,170
English as a Second Language (ESL)		96,193		105,000		105,000		116,565		105,000
Language Instruction for Newcomers to Canada (LINC)		394,595		368,300		368,300		179,511		368,300
Literacy & Basic Skills (LBS)		132,680		122,571		122,571		149,761		122,571
International Languages		79,879		90,083		90,083		39,191		90,083
Focus on Youth *		-		476,000		476,000		-		-
Various Other Programs		105,478		100,359		100,359		66,630		100,359
<b>Total Operations</b>		<b>\$ 1,251,098</b>		<b>\$ 1,615,255</b>		<b>\$ 1,615,255</b>		<b>\$ 758,334</b>		<b>\$ 1,139,255</b>
<b>Total Continuing Education</b>	<b>17.00</b>	<b>\$ 10,094,661</b>	<b>17.00</b>	<b>\$ 9,863,895</b>	<b>17.00</b>	<b>\$ 9,863,895</b>		<b>\$ 5,723,253</b>	<b>17.50</b>	<b>\$ 9,422,040</b>

\* Now included in Instruction



**OTTAWA-CARLETON**  
DISTRICT SCHOOL BOARD



# Expenditures by Funding Source

## TRANSPORTATION

### Summary

	2010-2011		2011-2012		2011-2012		2011-2012		2012-2013	
	Year-End Results		Approved Budget		Revised Budget		YTD at 31 March 2012		Proposed Budget	
	FTE	Amount	FTE	Amount	FTE	Amount	FTE	Amount	FTE	Amount
<b>Revenues</b>										
Grants		28,104,217		28,225,421		28,417,781		See Forecast		27,913,204
Transportation to Provincial Schools		5,497,217		6,009,492		6,009,492		Report		5,958,643
Other Revenues		304,853		60,000		60,000				60,000
<b>Total</b>		<b>\$ 33,906,287</b>		<b>\$ 34,294,913</b>		<b>\$ 34,487,273</b>				<b>\$ 33,931,847</b>

<b>Expenditures</b>										
Salaries & Benefits	9.50	620,000	9.50	845,676	9.50	933,551		855,629	9.50	1,131,526
Staff Development, Supplies and Services		51,300		148,801		324,733		14		221,115
Fees and Contractual		31,250,100		30,941,559		31,074,683		21,453,876		33,140,477
<b>Total</b>	<b>9.50</b>	<b>31,921,400</b>	<b>9.50</b>	<b>31,936,036</b>	<b>9.50</b>	<b>32,332,967</b>		<b>22,309,519</b>	<b>9.50</b>	<b>34,493,118</b>
<b>Transportation to Provincial Schools</b>										
Salaries & Benefits		-		-		127,801		66,584		-
Staff Development, Supplies and Services		41,221		-		-		-		-
Fees and Contractual		5,256,584		5,862,836		5,669,614		4,089,955		5,811,987
Other		-		146,656		173,163		-		146,656
<b>Total Transportation to Provincial Schools</b>		<b>5,297,805</b>		<b>6,009,492</b>		<b>5,970,578</b>		<b>4,156,539</b>		<b>5,958,643</b>
<b>Total</b>	<b>9.50</b>	<b>\$ 37,219,205</b>	<b>9.50</b>	<b>\$ 37,945,528</b>	<b>9.50</b>	<b>\$ 38,303,545</b>		<b>\$ 26,466,058</b>	<b>9.50</b>	<b>\$ 40,451,761</b>

<b>Funding Surplus (Deficit)</b>		<b>\$ (3,312,918)</b>		<b>\$ (3,650,615)</b>		<b>\$ (3,816,272)</b>				<b>\$ (6,519,914)</b>
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<b>Use of Reserves (Accumulated Surplus)</b>		
Reserves		6,200,000
<b>Total Use of Reserves</b>		<b>\$ 6,200,000</b>



**OTTAWA-CARLETON**  
DISTRICT SCHOOL BOARD





# Expenditures by Funding Source

## SCHOOL FACILITIES

### Summary

	2010-2011		2011-2012		2011-2012		2011-2012		2012-2013	
	Year-End Results		Approved Budget		Revised Budget		YTD at 31 March 2012		Proposed Budget	
	FTE	Amount	FTE	Amount	FTE	Amount	FTE	Amount	FTE	Amount
<b>Revenues</b>										
Grants		69,590,934		72,956,284		75,186,065		See Forecast Report		72,876,865
Other Revenue		4,997,692		6,775,000		6,715,000				7,255,000
Operating Portion of Facilities Renewal Program		4,160,500		6,000,000		6,000,000				6,000,000
<b>Total</b>		<b>\$ 78,749,126</b>		<b>\$ 85,731,284</b>		<b>\$ 87,901,065</b>				<b>\$ 86,131,865</b>
<b>Expenditures</b>										
Salaries and Benefits	730.24	43,575,432	739.74	46,541,243	739.74	46,541,243		26,718,217	744.24	46,518,635
Supplies & Equipment		6,867,484		6,679,663		6,679,663		2,816,585		7,113,030
Contract Services		5,097,514		5,682,978		5,682,978		3,745,625		5,682,978
Other		226,280		1,144,197		1,144,197		1,122,098		1,144,197
Insurance (Including loss and vandalism)		2,214,741		2,612,605		2,612,605		2,066,705		2,612,605
Utilities		14,172,902		17,109,176		17,109,176		8,551,116		16,374,176
Leases (Operating Component)		373,091		501,120		501,120		167,756		501,120
Operating Portion of Facilities Renewal Program		4,160,500		6,000,000		7,765,000		2,818,780		6,000,000
<b>Total</b>	<b>730.24</b>	<b>\$ 76,687,944</b>	<b>739.74</b>	<b>\$ 86,270,982</b>	<b>739.74</b>	<b>\$ 88,035,982</b>		<b>\$ 48,006,882</b>	<b>744.24</b>	<b>\$ 85,946,741</b>
<b>Funding Surplus (Deficit)</b>		<b>\$ 2,061,182</b>		<b>\$ (539,698)</b>		<b>\$ (134,917)</b>				<b>\$ 185,124</b>



**OTTAWA-CARLETON**  
DISTRICT SCHOOL BOARD





# Expenditures by Funding Source

## SCHOOL FACILITIES

### Expenditure Details by Category

	2010-2011		2011-2012		2011-2012		2011-2012		2012-2013	
	Year-End Results		Approved Budget		Revised Budget		YTD at 31 March 2012		Proposed Budget	
	FTE	Amount	FTE	Amount	FTE	Amount	FTE	Amount	FTE	Amount
<b>Custodial Operations</b>										
Salaries and Benefits	599.24	33,828,902	595.74	35,812,021	595.74	35,812,021		20,474,865	595.74	35,385,817 *
Supplies & Equipment		1,697,916		2,132,210		2,132,210		922,487		2,307,480
Contract Services		1,135,045		1,903,043		1,903,043		1,181,651		1,903,043
Other		7,995		272,040		272,040		12,199		272,040
<b>Maintenance Operations</b>										
Salaries and Benefits	76.00	5,932,604	87.00	6,366,470	87.00	6,366,470		3,383,902	91.00	6,695,641
Supplies & Equipment		3,909,601		3,608,691		3,608,691		1,357,596		3,945,368
Contract Services		3,464,994		3,415,468		3,415,468		2,171,071		3,415,468
Other		-		743,012		743,012		1,102,565		743,012
<b>Utilities</b>										
Electricity		8,773,096		9,956,566		9,956,566		4,885,639		8,956,566
Heating - oil		7,383		9,871		9,871		(79)		9,871
Heating - gas		4,052,189		5,605,219		5,605,219		3,016,938		5,870,219
Heating - other		115,555		50,370		50,370		19,473		50,370
Water and sewerage		1,224,679		1,487,150		1,487,150		629,144		1,487,150
<b>School Operations and Maintenance Administration</b>										
Salaries and Benefits	55.00	3,813,926	57.00	4,362,752	57.00	4,362,752		2,859,449	57.50	4,437,176
Supplies & Equipment		1,259,967		662,262		662,262		536,502		662,262
Contract Services		497,475		364,467		364,467		392,904		364,467
Other		218,285		129,145		129,145		7,334		129,145
Insurance (including loss and vandalism)		2,214,741		2,612,605		2,612,605		2,066,705		2,612,605
<b>Leases (Operating Component)</b>		373,091		501,120		501,120		167,756		501,120
<b>Operating Portion of Facilities Renewal Program</b>		4,160,500		6,000,000		7,765,000		2,818,780		6,000,000
<b>Front Line Support from 10% Reduction in Central Administration envelope (per Ministry directive)</b>		-		276,500		276,500		-		197,920
<b>Total School Facilities</b>	<b>730.24</b>	<b>\$ 76,687,944</b>	<b>739.74</b>	<b>\$ 86,270,982</b>	<b>739.74</b>	<b>\$ 88,035,982</b>		<b>\$ 48,006,882</b>	<b>744.24</b>	<b>\$ 85,946,741</b>

\* Includes the equivalent salaries of 15.0 week-end part-time workers who were identified in the prior year's FTE number.



**OTTAWA-CARLETON**  
DISTRICT SCHOOL BOARD



# Expenditures by Funding Source

## CENTRAL ADMINISTRATION BUDGET FUNDING

### Summary

	2010-2011		2011-2012		2011-2012		2011-2012		2012-2013	
	Year-End Results		Approved Budget		Revised Budget		YTD at 31 March 2012		Proposed Budget	
	FTE	Amount	FTE	Amount	FTE	Amount	FTE	Amount	FTE	Amount
<b>Revenues</b>										
Grants		16,728,324		16,605,697		16,704,266		See Forecast Report		16,501,973
Other Revenues		1,550,876		2,000,000		2,172,000				2,752,500
<b>Total</b>		\$ 18,279,200		\$ 18,605,697		\$ 18,876,266				\$ 19,254,473
<b>Expenditures</b>										
Salaries and Benefits	167.28	14,823,284	167.28	14,920,756	167.28	14,926,394		8,771,755	170.58	15,334,616
Staff Development, Supplies and Services		1,720,073		2,414,322		2,414,322		1,193,930		2,466,520
Fees, Contractual and Rentals		1,411,302		1,381,771		1,381,771		759,226		1,278,552
Other		235,947		150,000		150,000		39,925		150,000
10% Reduction in Central Administration envelope (per Ministry directive)		-		(276,500)		(276,500)		-		-
<b>Total</b>	167.28	\$ 18,190,606	167.28	\$ 18,590,349	167.28	\$ 18,595,987		\$ 10,764,836	170.58	\$ 19,229,688
<b>Funding Surplus (Deficit)</b>		\$ 88,594		\$15,348		\$ 280,279				\$ 24,785



# Expenditures by Funding Source

## CENTRAL ADMINISTRATION BUDGET FUNDING

### Expenditures By Category

	2010-2011		2011-2012		2011-2012		2011-2012		2012-2013	
	Year-End Results		Approved Budget		Revised Budget		YTD at 31 March 2012		Proposed Budget	
	FTE	Amount	FTE	Amount	FTE	Amount	FTE	Amount	FTE	Amount
<b>Trustees (including Student Trustees)</b>										
Salaries and Benefits	12.00	201,747	12.00	238,457	12.00	238,457		113,083	12.00	245,611
Staff Development, Supplies and Services		138,591		190,963		190,963		76,715		190,963
Other		5,000		-		-		-		-
<b>Director and Supervisory Officers</b>										
Salaries and Benefits	13.00	2,935,259	14.00	2,762,616	14.00	2,762,616		1,595,051	14.00	2,802,544
Staff Development, Supplies and Services		327,153		263,012		263,012		131,851		263,012
<b>Board Administration</b>										
Salaries and Benefits	142.28	11,686,278	141.28	11,919,682	141.28	11,925,321		7,063,621	144.58	12,286,461
Staff Development, Supplies and Services		1,254,329		1,960,347		1,960,347		985,364		2,012,545
Fees, Contractual and Rentals		1,411,302		1,381,771		1,381,771		759,226		1,278,552
Other		230,947		150,000		150,000		39,925		150,000
<b>10% Reduction in Central Administration envelope (per Ministry directive)</b>		-		(276,500)		(276,500)		-		-
<b>Total</b>	<b>167.28</b>	<b>\$ 18,190,606</b>	<b>167.28</b>	<b>\$ 18,590,349</b>	<b>167.28</b>	<b>\$ 18,595,987</b>	<b>-</b>	<b>\$ 10,764,836</b>	<b>170.58</b>	<b>\$ 19,229,688</b>



**OTTAWA-CARLETON**  
DISTRICT SCHOOL BOARD



# Expenditures by Funding Source

## CAPITAL FINANCING AND OTHER

### Summary

	2010-2011		2011-2012		2011-2012		2011-2012		2012-2013	
	Year-End Results		Approved Budget		Revised Budget		YTD At 31 March 2012		Proposed Budget	
	FTE	Amount	FTE	Amount	FTE	Amount	FTE	Amount	FTE	Amount
<b>Revenues</b>										
Grants (net)		7,238,866		7,095,992		7,133,064		See Forecast Report		7,128,388
Funding for Pre-Amalgamation Debt		2,523,115		2,523,115		2,523,115				2,523,115
Other Revenues		8,426,539		7,000,000		6,944,473				6,776,118
Deferred Capital Contributions / Amortization Revenue		25,930,415		25,310,000		27,609,172				24,282,000
<b>Total</b>		\$ 44,118,935		\$ 41,929,107		\$ 44,209,824				\$ 40,709,621
<b>Expenditures</b>										
Salaries and Benefits (Staff on Loan)	77.97	7,765,521	71.47	6,794,473	71.47	6,794,473		4,950,841	72.14	6,776,118
Other		-		150,000		150,000		-		-
Pre-Amalgamation Debt		2,523,115		2,523,115		2,523,115		-		2,523,115
Interest Expense		7,053,187		7,100,000		7,133,064		3,806,948		7,128,388
Amortization Expense		26,513,971		25,310,000		28,742,506		1,215,969		25,310,000
<b>Total</b>	77.97	\$ 43,855,794	71.47	\$ 41,877,588	71.47	\$ 45,343,158		\$ 9,973,758	72.14	\$ 41,737,621
<b>Funding Surplus (Deficit)</b>		\$ 263,141		\$ 51,519		\$ (1,133,334)				\$ (1,028,000)



# New Initiatives

See Impact Statements starting on page 60 for details



**OTTAWA-CARLETON**  
DISTRICT SCHOOL BOARD



# New Initiatives - Summary

Description	FTE	Amount	Funding Source		
			Grants	Existing Budgets	Cost Recovery
<b>Direct Support to Students:</b>					
Program Spaces - compliance orders		\$250,000		\$250,000	
3.0 Special Education Specialized Classes:					
Elementary Teaching Positions	3.0	\$289,200	\$289,200		
Educational Assistants	6.0	\$312,600	\$312,600		
Increase in Educational Assistants	3.0	\$156,300	\$156,300		
Drug Counseling		\$300,000	\$300,000		
Lunch Monitor Supervision - additional monitors		\$80,000	\$80,000		
Continuing Education - Credit Program	0.5	\$30,000			\$30,000
Full Day Kindergarten - Additional staff:					
Psychologist	1.0	\$107,600	\$107,600		
Social Worker	1.0	\$96,200	\$96,200		
Speech Language Pathologist	1.0	\$93,600	\$93,600		
Full Day Kindergarten - Supervision of Extended Day	3.0	\$150,000			\$150,000
<b>Sub-Total</b>	<b>18.5</b>	<b>\$1,865,500</b>	<b>\$1,435,500</b>	<b>\$250,000</b>	<b>\$180,000</b>
<b>Indirect Support to Students:</b>					
Assistant Manager - Planning	1.0	\$100,000		\$100,000	
Planner	1.0	\$85,000		\$85,000	
Facilities - trade positions	3.0	\$300,000		\$300,000	
Analyst position to support negotiations (1 year term)	1.0	\$80,000	\$80,000		
Reception position for security	1.0	\$40,000	\$40,000		
<b>Sub-Total</b>	<b>7.0</b>	<b>\$605,000</b>	<b>\$120,000</b>	<b>\$485,000</b>	<b>\$0</b>
<b>Total</b>	<b>25.5</b>	<b>\$2,470,500</b>	<b>\$1,555,500</b>	<b>\$735,000</b>	<b>\$180,000</b>



# Capital Budget



**OTTAWA-CARLETON**  
DISTRICT SCHOOL BOARD





# Capital Expenditure Budget

In \$Millions	Approved Budget Projects at 7 May 2012	Estimated Expenditures for 2012-2013	Estimated Expenditures for 2013-2014	Funding Sources		Total
				Ministry Funding	Capital Reserves	Capital Funding
<b>Buildings, Additions and Portables:</b>						
New Schools	\$12.3	\$9.3		\$9.3		\$9.3
Additions	\$4.7	\$3.8		\$0.7	\$3.2	\$3.8
Full Day Learning	\$7.5	\$1.8		\$1.8		\$1.8
School Renewal *		\$7.1		\$7.1		\$7.1
School Condition Improvement *	\$0.5	\$5.1		\$5.1		\$5.1
<b>Sub-Total</b>	<b>\$25.0</b>	<b>\$27.1</b>	<b>\$0.0</b>	<b>\$24.0</b>	<b>\$3.2</b>	<b>\$27.1</b>
<b>Other Assets:</b>						
Equipment (Capital)		\$0.9		\$0.9		\$0.9
IPPS Computer Replacement	\$0.0	\$1.0	\$1.0		\$2.0	\$2.0
<b>Sub-Total</b>	<b>\$0.0</b>	<b>\$1.9</b>	<b>\$1.0</b>	<b>\$0.9</b>	<b>\$2.0</b>	<b>\$2.9</b>
<b>Total</b>	<b>\$25.0</b>	<b>\$29.0</b>	<b>\$1.0</b>	<b>\$24.9</b>	<b>\$5.2</b>	<b>\$30.0</b>

\* Ministry of Education announcement for 2012-2013 grants that have not yet received formal OCDSB approval



**OTTAWA-CARLETON**  
DISTRICT SCHOOL BOARD



# Accumulated Surplus, Reserves and Deferred Revenue



OTTAWA-CARLETON  
DISTRICT SCHOOL BOARD



# Accumulated Surplus, Reserves and Deferred Revenue

	Balance 31 August 2011	Increase (Decrease) for 2011-2012	Balance 31 August 2012	Recommended Use for 2012-2013	Estimated Available 31 August 2013
<b>Available for Compliance - Unappropriated:</b>					
Operating Accumulated Surplus	\$17.8	(\$1.8)	\$16.0	(\$6.2)	\$9.8
Planned Surplus ( <i>Internal financing of the Energy Management Plan</i> )		\$1.8	\$1.8		\$1.8
<b>Sub-Total</b>	<b>\$17.8</b>	<b>\$0.0</b>	<b>\$17.8</b>	<b>(\$6.2)</b>	<b>\$11.6</b>
<b>Available for Compliance - Internally Appropriated:</b>					
Retirement Gratuities	\$7.0	(\$3.0)	\$4.0	(\$3.0)	\$1.0
Energy Management	\$1.9		\$1.9		\$1.9
School Carryforward	\$0.8		\$0.8	(\$0.8)	\$0.0
Training Allocation (Special Education)	\$0.7		\$0.7		\$0.7
Board Financed Projects	\$7.1	(\$1.0)	\$6.1	(\$1.0)	\$5.1
Cafeteria Equipment	\$1.2		\$1.2		\$1.2
<b>Sub-Total</b>	<b>\$18.8</b>	<b>(\$4.0)</b>	<b>\$14.8</b>	<b>(\$4.8)</b>	<b>\$10.0</b>
<b>Total</b>	<b>\$36.6</b>	<b>(\$4.0)</b>	<b>\$32.6</b>	<b>(\$11.0)</b>	<b>\$21.6</b>



# Background Information

**Special Education**

**Comparative Special Education Staffing**

**English as a Second Language**

**Learning Opportunities Grant**

**Full Day Kindergarten**

**Outdoor Education**

**Aboriginal Education**

**Safe School Supplement / Urban Priorities**

**Central Administration by Department**



**OTTAWA-CARLETON**  
DISTRICT SCHOOL BOARD



# Special Education - Revenues and Expenses

	2011-2012 Approved Budget	2012-2013 Proposed Budget
<b>Grant Revenues:</b>		
Special Education Per Pupil Amount (SEPPA)	\$45,952,032	\$45,795,582
High Needs Amount (HNA)	\$33,463,681	\$33,618,113
Facilities Amount (FA)	\$233,280	\$249,314
Behavioural Expertise Amount (BEA)	\$270,428	\$272,953
Special Incidence Portion (SIP)	\$1,341,750	\$1,731,675
Specialized Equipment Amount (SEA)	\$2,050,000	\$2,665,389
<b>Sub-Total: Special Education Grants</b>	<b>\$83,311,171</b>	<b>\$84,333,026</b>
<b><u>Special Education Grant Allocations</u></b>		
Proportionate Foundation Allocation	\$9,599,955	\$9,740,453
Proportionate Teacher Compensation Allocation	\$1,314,585	\$1,143,513
<b>Sub-Total: Special Education Grant Allocations</b>	<b>\$10,914,540</b>	<b>\$10,883,966</b>
<b><u>Special Education Other Grants</u></b>		
Summer Learning Program	\$103,192	\$102,460
<b>Sub-Total: Special Education - Other Grants</b>	<b>\$103,192</b>	<b>\$102,460</b>
<b><u>Special Education Other Income</u></b>		
Autism Support and Training-Grant	\$139,842	\$109,611
Full Day Kindergarten	\$846,373	\$2,976,962
Other Revenue From Recoveries	\$504,547	\$500,000
<b>Sub-Total: Special Education Other Income</b>	<b>\$1,490,762</b>	<b>\$3,586,573</b>
<b>Total Grant Revenues</b>	<b>\$95,819,664</b>	<b>\$98,906,025</b>
<b>Expenditures:</b>		
Staffing	\$91,564,403	\$94,170,937
Operating	\$5,328,631	\$5,491,325
<b>Total Grant Expenditures</b>	<b>\$96,893,034</b>	<b>\$99,662,262</b>
<b>Projected (Shortfall) / Surplus</b>	<b>(\$1,073,369)</b>	<b>(\$756,237)</b>



# Special Education - Detailed Expenses

	Approved Budget 2011-2012		Proposed Budget 2012-2013	
	FTE	COSTS	FTE	COSTS
<b>Elementary Teaching:</b>				
Special Education Programs	100.75	\$9,672,514	105.00	\$10,164,892
Add: Partially integrated classes (51% to 99%)	22.50	\$2,160,115	22.50	\$2,178,191
Developmental Disability	34.00	\$3,264,173	35.00	\$3,388,297
Preparation time for all of the above	20.85	\$2,001,850	26.74	\$2,588,659
Central Staff assigned to schools	37.80	\$3,628,993	37.30	\$3,610,957
Learning Support Teachers & Special Education Learning Centre	236.00	\$22,657,204	236.00	\$22,846,805
	<b>451.90</b>	<b>\$43,384,849</b>	<b>462.54</b>	<b>\$44,777,802</b>
<b>Secondary Teaching:</b>				
Special Education Programs	70.17	\$7,039,308	70.17	\$7,063,985
Remove: Gifted Classes *	(20.75)	(\$2,081,597)	(20.75)	(\$2,088,894)
Add: Partially integrated classes (51% to 99%)	14.50	\$1,454,610	14.50	\$1,459,709
Learning Support Teachers & Special Education Learning Centre	29.20	\$2,929,283	29.53	\$2,972,773
Central Staff assigned to schools	5.00	\$501,590	5.00	\$503,348
	<b>98.12</b>	<b>\$9,843,193</b>	<b>98.45</b>	<b>\$9,910,920</b>
* Does not qualify for Special Education Grant per Ministry				
<b>Total Teaching Staff</b>	<b>550.02</b>	<b>\$53,228,042</b>	<b>560.99</b>	<b>\$54,688,722</b>
<b>Educational Assistants:</b>	588.00	\$30,805,088	597.00	\$31,577,960
<b>Total Educational Assistants</b>	<b>588.00</b>	<b>\$30,805,088</b>	<b>597.00</b>	<b>\$31,577,960</b>
<b>Professional Student Services Personnel:</b>				
Psychologists	17.10	\$1,810,088	17.10	\$1,840,879
Social Workers	16.56	\$1,553,990	16.56	\$1,592,949
Speech and Language Pathologists	18.90	\$1,778,807	18.90	\$1,770,167
<b>Total PSSP Staff</b>	<b>52.56</b>	<b>\$5,142,885</b>	<b>52.56</b>	<b>\$5,203,995</b>
<b>Principals and Vice-Principals:</b>				
Principals / Vice-Principals- Crystal Bay and Clifford Bowey	2.50	\$320,858	2.50	\$321,558
Central Principal / Vice Principal / Manager	3.00	\$412,934	3.00	\$430,499
<b>Full Day Kindergarten</b>				
Psychologists	1.00	\$109,715	2.00	\$215,139
Social Workers	0.50	\$47,598	1.50	\$136,210
Speech and Language Pathologists	2.50	\$211,394	3.50	\$303,306
Educational Assistants	12.00	\$603,403	12.00	\$562,632
<b>Administration and Support Staff:</b>				
Program Evaluator	1.00	\$98,859	1.00	\$100,228
Orientation and Mobility Instructor	-		0.50	\$50,000
Brailist	1.00	\$59,168	1.00	\$59,816
Office Support Staff at Crystal Bay and Clifford Bowey	3.00	\$168,268	3.00	\$170,226
Child and Youth Worker and SIP Consultant	2.00	\$227,318	2.00	\$220,628
Feeding Skills Assistants		\$27,856		\$27,856
Technicians - Equipment Support	1.60	\$101,016	1.60	\$102,161
<b>Total Administration &amp; Support Staff</b>	<b>30.10</b>	<b>\$2,388,388</b>	<b>33.60</b>	<b>\$2,700,259</b>
<b>Total Special Education Staff</b>	<b>1,220.68</b>	<b>\$91,564,403</b>	<b>1,244.15</b>	<b>\$94,170,937</b>





# Special Education - Detailed Expenses

	Approved Budget 2011-2012		Proposed Budget 2012-2013	
	FTE	COSTS	FTE	COSTS
<b>Operating Budget:</b>				
Assessment Materials		\$135,510		\$135,510
Auto Kilometrage		\$176,015		\$176,015
Cell Phones & Long Distance		\$1,300		\$1,300
Print & Copying		\$15,000		\$15,000
Clerical/Secretarial Part-Time/Temporary Assistance/Overtime		\$31,260		\$31,260
Behavioural Expertise		\$257,829		\$272,953
Special Incidence Portion - Supplies		\$23,700		\$23,700
Furniture & Equipment-General		\$30,000		\$30,000
Specialized Equipment for Students		\$1,750,000		\$1,865,635
Training - Supplies		\$85,000		\$85,000
Professional Development		\$20,000		\$20,000
Professional Membership		\$32,500		\$32,500
Start-up costs for new classes		\$20,400		\$20,400
Supplies		\$256,986		\$256,986
Assistive Technology		\$45,000		\$45,000
Appeals - Supplies		\$25,000		\$25,000
Empower Reading		\$50,000		\$50,000
Full Day Kindergarten - Operating Supplies		\$79,256		\$0
Contract / Research		\$20,000		\$20,000
Orientation and Mobility Instructor - contract position		\$50,000		\$0
<b>Sub-Total</b>		<b>\$3,104,756</b>		<b>\$3,106,259</b>
Summer Learning Program		<b>\$510,800</b>		<b>\$510,800</b>
Special Education Short Term Response Fund		<b>\$203,478</b>		<b>\$340,987</b>
Occasional Teachers for Special Education Teachers		<b>\$946,657</b>		<b>\$966,658</b>
Staff Development		<b>\$145,420</b>		<b>\$148,408</b>
Phoenix House and Young Offenders (Operating Budget and Staff)		<b>\$248,621</b>		<b>\$249,314</b>
Supplementary School Supplies Allocation for Developmentally Disabled, Orthopaedic and Autism students (\$150 per student)		<b>\$168,900</b>		<b>\$168,900</b>
<b>Total Operating Budget</b>		<b>\$5,328,631</b>		<b>\$5,491,325</b>
<b>Grand Total</b>	<b>1,220.68</b>	<b>\$96,893,034</b>	<b>1,244.15</b>	<b>\$99,662,261</b>



**OTTAWA-CARLETON**  
DISTRICT SCHOOL BOARD



# Comparative Special Education Staffing

Budget Year	Jan 1998 Actual	2009-2010 Approved	2010-2011 Approved	2011-2012 Approved	2012-2013 Projected
<b>Academic Elementary</b>					
<b>Teachers:</b>					
Special Education	461.10	442.15	446.78	451.90	462.54
Charged to Instruction		11.00	5.00	5.00	5.00
<b>Elementary Academic</b>	<b>461.10</b>	<b>453.15</b>	<b>451.78</b>	<b>456.90</b>	<b>467.54</b>
<b>Academic Secondary</b>					
<b>Teachers:</b>					
Special Education	117.31	108.12	102.29	98.12	98.45
Charged to Instruction		3.30	3.30	3.30	3.30
<b>Secondary Academic</b>	<b>117.31</b>	<b>111.42</b>	<b>105.59</b>	<b>101.42</b>	<b>101.75</b>
<b>Non Academic</b>					
Educational Assistants - Special Education	540.04	576.00	581.00	604.00	609.00
Educational Assistants (Charged to Instruction)		15.00	18.00	19.00	19.00
Special Education Support (PSSP) - Special Education	84.50	54.56	54.06	56.56	60.24
Special Education Support (PSSP) (Charged to Instruction)		5.04	8.84	11.84	11.66
<b>Non Academic</b>	<b>624.54</b>	<b>650.60</b>	<b>661.90</b>	<b>691.40</b>	<b>699.90</b>
<b>Total (Charged to Special Education)</b>	<b>1,202.95</b>	<b>1,180.83</b>	<b>1,184.13</b>	<b>1,210.58</b>	<b>1,230.23</b>
<b>Total (Charged to Instruction)</b>	<b>0.00</b>	<b>34.34</b>	<b>35.14</b>	<b>39.14</b>	<b>38.96</b>
<b>Grand Total</b>	<b>1,202.95</b>	<b>1,215.17</b>	<b>1,219.27</b>	<b>1,249.72</b>	<b>1,269.19</b>

Above does not include principal and vice-principal of Special Education or any support positions such as office staff, brailist etc.

<b>Elementary Enrolment</b>	N/A	43,288.00	43,508.95	43,739.25	43,923.75
<b>Secondary Enrolment</b>	N/A	24,208.46	24,276.87	24,475.21	24,387.11
<b>Total</b>		<b>67,496.46</b>	<b>67,785.82</b>	<b>68,214.46</b>	<b>68,310.86</b>
<b>Special Education Staff (Teaching &amp; Non Teaching) per 1000 students</b>		<b>17.49</b>	<b>17.47</b>	<b>17.75</b>	<b>18.01</b>



**OTTAWA-CARLETON**  
DISTRICT SCHOOL BOARD



# English as a Second Language

GENERAL LEGISLATIVE GRANT	2011-2012 Budget	2012-2013 Budget
	\$8,685,683	\$9,961,005
OCENET Academic Positions funded by OCENET	\$339,283	\$386,200
	3.5 FTE	4.0 FTE

## PROJECTED EXPENDITURES

DESCRIPTION	2011-2012		2012-2013	
	FTE	COST	FTE	COST
<b>Elementary</b>				
Classroom Teachers (Includes 0.5 position funded from OCENET for 2012-2013)	83.00		83.25	
Family Reception Centre (Academic)	1.00		1.00	
<b>Total</b>	<b>84.00</b>	<b>\$7,719,154</b>	<b>84.25</b>	<b>\$7,692,025</b>
<b>Secondary</b>				
Classroom Teachers (Includes 3.5 positions funded from OCENET for 2012-2013)	19.50		23.00	
Orientation (Academic)	1.00		1.00	
<b>Total</b>	<b>20.50</b>	<b>\$2,005,392</b>	<b>24.00</b>	<b>\$2,335,200</b>
<b>Non Academic</b>				
Family Reception Centre	4.00	\$288,256	4.00	\$291,802
Multi-Cultural Liaison Officers		\$168,612		\$171,503
Operating Budget		\$43,374		\$43,374
<b>Total</b>	<b>108.50</b>	<b>\$10,224,788</b>	<b>112.25</b>	<b>\$10,533,904</b>
<b>PROJECTED (SHORTFALL) / SURPLUS</b>		<b>(\$1,199,822)</b>		<b>(\$186,699)</b>



**OTTAWA-CARLETON**  
DISTRICT SCHOOL BOARD



# Learning Opportunities Grant

## PROJECTED REVENUES

	2011-2012 Budget	2012-2013 Budget
Learning Opportunities Grant	\$16,596,207	\$16,775,147
<b>Other Grants:</b>		
School Effectiveness Framework	\$352,098	\$352,656
Ontario Focused Intervention Partnership	\$279,553	\$280,419
Specialist High Skills Major	\$375,567	\$270,574
<b>Total</b>	<b>\$1,007,218</b>	<b>\$903,649</b>
<b>Grand Total</b>	<b>\$17,603,425</b>	<b>\$17,678,796</b>

## PROJECTED EXPENDITURES

Description	2011-2012		2012-2013	
	FTE	Cost	FTE	Cost
Portion used to partially fund shortfall in Instructional Salaries	N/A	\$11,364,896	N/A	\$11,524,004
Multicultural Liaison Officers (50% of Projected Expenses)	N/A	\$168,612	N/A	\$171,503
<b>Total</b>		<b>\$11,533,507</b>		<b>\$11,695,507</b>
Elementary Instructional Coaches	27.00	\$2,473,785	26.00	\$2,373,800
Secondary Instructional Coaches (restated for 2011/2012)	13.00	\$1,271,712	14.00	\$1,362,200
<b>Total</b>	<b>40.00</b>	<b>\$3,745,497</b>	<b>40.00</b>	<b>\$3,736,000</b>
To fund School Based Projects (restated for 2011/2012)		\$1,717,203		\$2,002,737
Ministry Reduction in Funding for Professional Development (effective 2009/2010 School Year)		(\$400,000)		(\$400,000)
School Effectiveness Framework		\$352,098		\$189,697
Ontario Focused Intervention Partnership		\$279,553		\$280,419
Specialist High Skills Major		\$375,567		\$174,436
<b>Net Amount Available to Fund School Based Projects</b>		<b>\$2,942,377</b>		<b>\$2,247,289</b>
<b>Total</b>		<b>\$17,603,425</b>		<b>\$17,678,796</b>
<b>Projected (Shortfall) / Surplus</b>		<b>\$0</b>		<b>\$0</b>



**OTTAWA-CARLETON**  
DISTRICT SCHOOL BOARD



# Full Day Kindergarten

## EDUCATION PROGRAMS - OTHER

PROJECTED REVENUES	2011-2012 *	2012-2013
	Budget	Budget
<b>Full Day Kindergarten Grant</b>		
<b>Staffing:</b>		
Teachers	\$2,321,807	\$5,913,830
Early Childhood Educators	\$3,059,745	\$7,924,827
<b>Total Staffing:</b>	\$5,381,552	\$13,838,657
School Operations	\$684,386	\$1,545,921
Staff Support and Materials	\$448,098	\$987,500
Special Education	\$848,957	\$2,977,352
Transition Grant	\$0	\$1,829,065
<b>Total</b>	<b>\$7,362,993</b>	<b>\$21,178,495</b>

## PROJECTED EXPENDITURES

Description	2011-2012		2012-2013	
	FTE	Cost	FTE	Cost
Classroom Teachers - Full Day Kindergarten	37.50	\$3,393,477	85.50	\$7,709,035
<b>Special Education</b>				
Psychologist	1.00	\$109,715	2.00	\$215,319
Speech/Language Pathologist	2.50	\$211,394	3.50	\$303,306
Social Worker	0.50	\$47,598	1.50	\$136,210
Educational Assistants	12.00	\$603,403	12.00	\$562,632
Early Childhood Educators	75.00	\$2,765,585	171.00	\$7,296,923
School Operation /Facilities	0.00	\$600,287	0.00	\$0
Full Day Kindergarten Program - Operating Supplies		\$80,391		\$80,391
<b>Total</b>	<b>128.50</b>	<b>\$7,811,850</b>	<b>275.50</b>	<b>\$16,303,816</b>
<b>Projected (Shortfall) / Surplus</b>		<b>(\$448,857)</b>		<b>\$4,874,679</b>

\* 2011-2012 funding restated to actual. Previous Estimate was \$6,400,000.



**OTTAWA-CARLETON**  
DISTRICT SCHOOL BOARD



# Full Day Kindergarten

## GRANTS FOR STUDENT NEEDS

PROJECTED REVENUES	2011-2012 Budget	2012-2013 Budget
Full Day Kindergarten	\$3,327,380	\$7,430,612
<b>Total</b>	<b>\$3,327,380</b>	<b>\$7,430,612</b>

## PROJECTED EXPENDITURES

Description	2011-2012		2012-2013	
	FTE	Cost	FTE	Cost
Classroom Teachers - Full Day Kindergarten	37.50	\$3,393,477	85.50	\$7,709,035
<b>Total</b>	<b>37.50</b>	<b>\$3,393,477</b>	<b>85.50</b>	<b>\$7,709,035</b>
<b>Projected (Shortfall) / Surplus</b>		<b>(\$66,097)</b>		<b>(\$278,423)</b>

<b>Total Projected (Shortfall) / Surplus Full Day Kindergarten</b>		<b>(\$514,954)</b>		<b>\$4,596,256</b>
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**OTTAWA-CARLETON**  
DISTRICT SCHOOL BOARD





# Outdoor Education

## PROJECTED REVENUES

	2011-2012 Budget	2012-2013 Budget
<b>Outdoor Education Grant</b>	\$0	\$500,000
<b>Fees</b> <i>(Based on 2010-2011 Results)</i>	\$88,939	\$88,939
<b>Facility Rentals</b> <i>(Based on 2010-2011 Results)</i>	\$49,654	\$49,654
<b>Total</b>	<b>\$138,593</b>	<b>\$638,593</b>

## PROJECTED EXPENDITURES

Description	2011-2012		2012-2013	
	FTE	Cost	FTE	Cost
<b>Non Academic Staff:</b>				
Instructors	4.00	\$220,974	3.00	\$156,684
Administrators	1.00	\$62,005	2.00	\$121,230
Coordinator, Supervisor, Secretary	3.00	\$197,495	3.00	\$188,326
<b>Total Non Academic Staff</b>	<b>8.00</b>	<b>\$480,474</b>	<b>8.00</b>	<b>\$466,240</b>
<b>Total Salary Costs</b>	<b>8.00</b>	<b>\$480,474</b>	<b>8.00</b>	<b>\$466,240</b>
<b>Operating Budget</b>				
Supplies		\$15,583		\$15,583
Utilities		\$16,199		\$16,199
Vehicle		\$7,770		\$7,770
Maintenance		\$14,712		\$14,712
<b>Total</b>		<b>\$534,738</b>		<b>\$520,504</b>
<b>PROJECTED (SHORTFALL) / SURPLUS</b>		<b>(\$396,145)</b>		<b>\$118,089</b>



# Aboriginal Education

## PROJECTED REVENUES

		2011-2012 Budget		2012-2013 Budget
First Nation, Metis and Inuit Education Supplemental Allocation		\$685,210		\$907,918
First Nation, Métis and Inuit (FNMI) Education Policy Framework		\$16,500		\$26,220
<b>Total</b>		<b>\$701,710</b>		<b>\$934,138</b>

## PROJECTED EXPENDITURES

	2011-2012		2012-2013	
Description	FTE	Cost	FTE	Cost
<b>Academic Staff:</b>				
Secondary	2.00	\$193,248	6.67	\$648,991
<b>Total Academic Staff</b>	<b>2.00</b>	<b>\$193,248</b>	<b>6.67</b>	<b>\$648,991</b>
<b>Operating Budget</b>				
Professional Development		\$338,800		\$338,800
Supplies & Services		\$211,200		\$211,200
<b>Total</b>	<b>2.00</b>	<b>\$743,248</b>	<b>6.67</b>	<b>\$1,198,991</b>
<b>PROJECTED (SHORTFALL) / SURPLUS</b>		<b>(\$41,538)</b>		<b>(\$264,853)</b>



# Safe School Supplement / Urban Priorities

PROJECTED REVENUES		2011-2012 Budget	2012-2013 Budget
Safe and Caring Schools		\$1,151,100	\$1,164,325
Urban Priority High School Funding		\$649,000	\$649,000
Ottawa Network for Education		\$75,150	\$205,000
<b>Total</b>		<b>\$1,875,250</b>	<b>\$2,018,325</b>

PROJECTED EXPENDITURES				
Description	2011-2012		2012-2013	
	FTE	Cost	FTE	Cost
<b>Principal</b>	1.00	\$136,328	1.00	\$136,641
<b>Academic Staff:</b>				
Elementary	1.00	\$91,622	0.00	\$0
Secondary	2.00	\$195,648	3.00	\$291,900
<b>Total Academic Staff</b>	<b>4.00</b>	<b>\$423,598</b>	<b>4.00</b>	<b>\$428,541</b>
<b>Non Academic Staff:</b>				
Educational Assistants	19.00	\$974,520	19.00	\$990,071
Student Counselors	3.00	\$202,504	2.00	\$136,660
Professional Student Services Personnel	2.00	\$199,697	2.00	\$203,847
Urban Priority (subject to funding)	2.80	\$273,678	2.80	\$271,925
<b>Total Non Academic Staff</b>	<b>26.80</b>	<b>\$1,650,399</b>	<b>25.80</b>	<b>\$1,602,503</b>
<b>Total Salary Costs</b>	<b>30.80</b>	<b>\$2,073,997</b>	<b>29.80</b>	<b>\$2,031,044</b>
<b>Operating Budget</b>				
Supplies		\$107,771		\$175,194
Drug Counseling		\$250,000		\$550,000
Urban Priority Operating		\$368,885		\$308,745
<b>Total</b>		<b>\$2,800,653</b>		<b>\$3,064,983</b>
<b>PROJECTED (SHORTFALL) / SURPLUS</b>		<b>(\$925,403)</b>		<b>(\$1,046,658)</b>



**OTTAWA-CARLETON**  
DISTRICT SCHOOL BOARD



# Central Administration by Department

## CENTRAL ADMINISTRATION

### Expenditure Details by Category

	2010-2011		2011-2012		2011-2012		2011-2012		2012-2013	
	Year-End Results		Approved Budget		Revised Budget		YTD at 31 March 2012		Proposed Budget	
	FTE	Amount	FTE	Amount	FTE	Amount	FTE	Amount	FTE	Amount
<b>Director and Supervisory Officers</b>										
<b>Director's Office</b>										
Salaries and Benefits	5.00	525,392	5.00	517,239	5.00	517,239	299,206	5.00	524,448	
Staff Development, Supplies and Services		228,379		203,276		203,276	-		203,276	
Fees and Contractual		-		270,000		270,000	20,320		170,000	
<b>Supervisory Officers</b>										
Salaries and Benefits	13.00	2,551,645	13.00	2,507,627	13.00	2,507,627	1,447,896	13.00	2,544,322	
Staff Development, Supplies and Services		169,382		59,736		59,736	131,851		59,736	
<b>Trustees</b>										
Salaries and Benefits	12.00	201,747	12.00	238,457	12.00	238,457	113,083	12.00	245,611	
Staff Development, Supplies and Services		138,591		190,963		190,963	76,715		190,963	
Other		5,000		-		-			-	
<b>Board Administration</b>										
<b>Admissions &amp; Enrolment</b>										
Salaries and Benefits	4.00	309,735	4.00	326,446	4.00	326,446	184,890	4.00	330,741	
Staff Development, Supplies and Services		10,693		12,261		12,261	5,233		12,261	
<b>Board Services</b>										
Salaries and Benefits	6.00	462,184	6.00	508,613	6.00	508,613	290,009	6.00	521,495	
Staff Development, Supplies and Services		88,684		101,949		101,949	39,560		101,949	
Fees and Contractual		-		5,749		5,749	-		5,749	
<b>Budget Services</b>										
Salaries and Benefits	6.00	536,377	5.50	548,814	5.50	548,814	304,231	5.50	559,652	
Staff Development, Supplies and Services		13,275		14,600		14,600	3,099		14,600	
Fees and Contractual		1,874		-		-	-		-	



# Central Administration by Department

## CENTRAL ADMINISTRATION

### Expenditure Details by Category

	2010-2011		2011-2012		2011-2012		2011-2012		2012-2013	
	Year-End Results		Approved Budget		Revised Budget		YTD at 31 March 2012		Proposed Budget	
	FTE	Amount	FTE	Amount	FTE	Amount	FTE	Amount	FTE	Amount
<b>Business and Learning Technologies</b>										
Salaries and Benefits	10.20	847,694	10.20	931,531	10.20	931,531		516,450	10.20	940,439
Staff Development, Supplies and Services		70,589		472,956		472,956		103,593		472,956
Fees and Contractual		51,438		66,200		66,200		52,269		66,200
<b>Communications</b>										
Salaries and Benefits	9.70	772,960	9.20	723,433	9.20	723,433		417,229	9.20	698,420
Staff Development, Supplies and Services		243,161		205,421		205,421		167,630		205,421
Fees and Contractual		7,522		20,800		20,800		1,244		20,800
<b>Corporate Records / Document Production / Mail Service</b>										
Salaries and Benefits	2.40	131,982	2.40	178,091	2.40	178,091		72,507	2.20	170,545
Staff Development, Supplies and Services		41,233		112,004		112,004		15,659		112,004
Fees and Contractual		73,455		69,000		69,000		118,452		69,000
<b>Facilities (Administration Sites)</b>										
Salaries and Benefits	6.38	512,105	6.38	369,870	6.38	369,870		352,152	6.38	369,922
Staff Development, Supplies and Services		87,152		285,205		285,205		83,180		285,205
<b>Equity &amp; Diversity Co-ordinator</b>										
Salaries and Benefits	0.20	22,853	0.20	27,307	0.20	27,307		13,858	0.20	27,474



# Central Administration by Department

## CENTRAL ADMINISTRATION

### Expenditure Details by Category

	2010-2011		2011-2012		2011-2012		2011-2012		2012-2013	
	Year-End Results		Approved Budget		Revised Budget		YTD at 31 March 2012		Proposed Budget	
	FTE	Amount	FTE	Amount	FTE	Amount	FTE	Amount	FTE	Amount
<b>Financial Reporting/School Support</b>										
Salaries and Benefits	15.00	1,117,535	15.00	1,242,578	15.00	1,242,578	641,423	15.00	1,280,531	
Staff Development, Supplies and Services		24,839		52,800		52,800	26,369		52,800	
Fees and Contractual		1,874		125,000		125,000			125,000	
<b>Labour Relations</b>										
Salaries and Benefits	4.00	386,536	4.00	436,330	4.00	436,330	250,991	5.00	515,296	
Staff Development, Supplies and Services		25,526		66,453		66,453	24,404		66,453	
Fees and Contractual		165,454		20,400		20,400	71,404		20,400	
<b>Legal Advisor (Salary included in operations)</b>										
Salaries and Benefits		-		-		-			-	
Staff Development, Supplies and Services		(43)		7,650		7,650	134		7,650	
Fees and Contractual		512,403		586,948		586,948	282,215		583,729	
<b>Occupational Health, Safety and WSIB</b>										
Salaries and Benefits	0.80	71,282	0.80	83,931	0.80	83,931	49,513	0.80	84,409	
Staff Development, Supplies and Services		56,969		66,915		66,915	26,378		66,915	
Fees and Contractual		20,630		16,575		16,575	21,949		16,575	
<b>Payroll</b>										
Salaries and Benefits	12.00	907,445	12.00	845,644	12.00	845,644	539,663	13.00	909,398	
Staff Development, Supplies and Services		11,927		20,700		20,700	8,762		20,700	





# Central Administration by Department

## CENTRAL ADMINISTRATION

### Expenditure Details by Category

	2010-2011		2011-2012		2011-2012		2011-2012		2012-2013	
	Year-End Results		Approved Budget		Revised Budget		YTD at 31 March 2012		Proposed Budget	
	FTE	Amount	FTE	Amount	FTE	Amount	FTE	Amount	FTE	Amount
<b>Physical Planning</b>										
Salaries and Benefits	10.00	942,341	10.00	1,007,638	10.00	1,007,638		581,020	11.50	1,126,712
Staff Development, Supplies and Services		68,614		27,352		27,352		32,542		27,352
Fees and Contractual		996		107,100		107,100		-		107,100
<b>Purchasing</b>										
Salaries and Benefits	8.50	675,422	8.50	727,779	8.50	727,779		415,086	8.50	726,558
Staff Development, Supplies and Services		35,857		24,869		24,869		20,661		24,869
Fees and Contractual		25,832.5		-		-		-		-
<b>Staffing, H.R.I.S. and Employee Wellness</b>										
Salaries and Benefits	30.10	2,401,338	30.10	2,507,834	30.10	2,507,834		1,446,970	30.10	2,548,684
Staff Development, Supplies and Services		77,437		54,327		54,327		62,067		54,327
Fees and Contractual		17,162		3,060		3,060		11,862		3,060
<b>Superintendents Administrative Assistants</b>										
Salaries and Benefits	12.00	1,123,580	13.00	999,891	13.00	999,891		547,306	13.00	1,018,255
Staff Development, Supplies and Services		106,510		96,083		96,083		79,858		96,083
Fees and Contractual		50,043		40,939		40,939		33,385		40,939
<b>Other Central Expenses</b>										
Salaries and Benefits		323,132		191,703		197,342		288,272		191,703
Staff Development, Supplies and Services		221,299		338,802		338,802		286,235		391,000
Fees and Contractual		482,619		50,000		50,000		146,126		50,000
Other		230,947		150,000		150,000		39,925		150,000
<b>10% reduction in Central Administration envelope (per Ministry directive)</b>		-		(276,500)		(276,500)		-		-
<b>Sub-Total by Category</b>	167.28	14,823,284	167.28	14,920,755	167.28	14,926,395		8,771,755	170.58	15,334,616
Salaries and Benefits		1,720,074		2,414,322		2,414,322		1,193,930		2,466,520
Staff Development, Supplies and Services		1,411,302		1,381,771		1,381,771		759,226		1,278,552
Fees, Contractual and Rentals		235,947		150,000		150,000		39,925		150,000
Other		-		(276,500)		(276,500)		-		-
<b>10% reduction in Central Administration envelope (per Ministry directive)</b>		-		(276,500)		(276,500)		-		-
<b>Total</b>		<b>18,190,606</b>		<b>18,590,349</b>		<b>18,595,988</b>		<b>10,764,836</b>		<b>19,229,688</b>



**OTTAWA-CARLETON**  
DISTRICT SCHOOL BOARD



# Appendices

**School Allocation Formula**

**Budget Timetable**

**Impact Statements**



**OTTAWA-CARLETON**  
DISTRICT SCHOOL BOARD



# School Allocation Formula – Elementary Panel

Description	Allocation Details	Formula/Amount
School Operating	Pre-determined allocation based on each school's projected enrolment	$\$74.97 \times \text{ADE Enrolment}$ (excludes Proposed Increase)
Intermediate School Allocation	Applicable to Grades 7 and 8	$\$3.78 \times \text{Intermediate ADE Enrolment}$
Allocation for Beacon Schools	Applicable to identified schools	$\$9.35 \text{ per ADE}$
Special Education Allocation	Based on number of full-time equivalent (FTE) Special Education Teachers in the school	$\$466 \times \text{Special Education Teacher FTE in the school}$
Student Special Education Allocation	Applicable for DD, Orthopedic and Autism students	$\$150 \times \text{ADE of identified students}$
Small School Allowance	Applicable to schools with enrolment less than 300	$\$6.17 \times \text{ADE Enrolment}$
Field Trip/ Late Bus Allocation	Allocation based on each school's projected enrolment	$\$5.00 \times \text{ADE Enrolment}$
JK/SK Allocation	Allocation based on each school's projected enrolment	$\$4.45 \times \text{JK/SK ADE Enrolment}$
Long Distance Allocation	Given to suburban schools where needed to provide financial assistance with long distance telephone expenditures	Based on prior year's Allocation
Breakfast Program	Provided based on need to the amount available	Determined by School Board Budget and OCRI funding.
Professional Development	Mandated by Collective Agreement	$\$10.00 \times \text{FTE Teachers}$
Office & Technician Assistance Funds	Based on School's Administrative & Support Full-Time Equivalent (FTE) staffing	Determined by Staffing (FTE) formulas
Occasional Teacher Funds	Based on School's Academic Full-Time Equivalent (FTE) staffing	Determined by Staffing (FTE) formulas



**OTTAWA-CARLETON**  
DISTRICT SCHOOL BOARD



# School Allocation Formula – Secondary Panel

Description	Allocation Details	Formula/Amount
School Operating	Pre-determined allocation based on each school's projected enrolment	$\$116.75 \times \text{ADE Enrolment}$ (excludes Proposed Increase)
Student Special Education Allocation	Applicable for DD, Orthopedic and Autism students	$\$150 \times \text{ADE of identified students}$
Special Education Allocation	Based on number of Full-Time Equivalent (FTE) Special Education Teachers in the school	$\$466 \times \text{Special Education Teacher FTE in the school}$
Team Transportation	Pre-determined allocation based on each school's projected enrolment	$\$7.00 \times \text{ADE Enrolment}$
Office & Technician Assistance Funds	Based on School's Administrative & Support Full-Time Equivalent (FTE) staffing	Determined by Staffing (FTE) formulas
Occasional Teacher Funds	Based on School's Academic Full-Time Equivalent (FTE) staffing	Determined by Staffing (FTE) formulas



# Budget Timetable

Date	Meeting/Announcement
Monday, 14 May 2012	Budget Committee (Staff budget recommendation)
Wednesday, 23 May 2012	Budget Committee (Delegations)
Thursday, 24 May 2012	Budget Committee (Delegations, if required / Debate commences)
Tuesday, 29 May 2012	Budget Committee (Deliberations)
Monday, 4 June 2012	Budget Committee (Deliberations, if required)
Monday, 11 June 2012	Budget Committee (Deliberations, if required)
Monday, 11 June 2012	Board (Board approves Budget)



**OTTAWA-CARLETON**  
DISTRICT SCHOOL BOARD



# Impact Statements



## Impact Statement – Program Spaces Compliance 2012-2013 Staff Recommended Budget

### Initiative: Program Spaces - compliance orders

This initiative seeks to maintain specialized program spaces within the parameters established by the Ministry of Labour.

**Cost:** \$250,000

**Number FTE:** 0

**Identify the funding source:** Reallocation from existing facilities budgets

### Correlation with Strategic Plan:

In order to engage students and properly offer the Ontario curriculum, students need access to specialized program spaces such as technical classrooms (wood and auto shops), science classrooms, stages, etcetera. These specialized spaces support the development of critical thinking skills and must be maintained in a safe learning and working environment. The provision and maintenance of safe and healthy learning and working environments for students and staff is the critical component of the department's mission.

Well-Being	Engagement	Leadership	Learning
WB 1- Enhance safe, caring and respectful learning and working environments	EN 4 – Support and encourage engagement	LD 4 – Encourage and support student leadership and citizenship	LN 1- Enhance instructional practice to encourage and support creative and critical thinking skills

### Why are we doing this initiative?

Several years ago, responsibility for inspecting maintaining and renewing certain program spaces, such as shops, auditoriums and labs was downloaded to schools, when central facilities and superintendency budgets were reduced. This responsibility to manage program spaces was given to schools without funding or appropriate resources. As a result of recent Ministry of Labour and Fire Marshal inspections, it is clear that this approach is not sustainable. This amount, along with an allocation for facilities renewal funding will enable Facilities to begin development of annual programs that could support these spaces.

### How will the impact of the new initiative be measured in either the short or long-term?

We should see a reduction in the number of orders imposed as a result of regulatory intervention. It should also reduce the amount of lost time due to lockouts.

### Is this the best approach/value for the OCDSB?

Yes. Failure to take action in this regard creates a serious risk of non-compliance with Ministry of Labour orders which may result in fines. More importantly, non-compliance in this area may result in the exposure of unnecessary risk to students and staff.



**OTTAWA-CARLETON**  
DISTRICT SCHOOL BOARD





# Impact Statements



## Impact Statement – Special Education 2012-2013 Staff Recommended Budget

### Initiative:

Under **Special Education** there are three new initiatives:

- 3.0 FTE Special Education Teachers (to support 3 additional specialized classes);
- 6.0 FTE Educational Assistants (to support 3 additional specialized classes); and
- 3.0 FTE Educational Assistants (general).

### Cost:

\$0.3M for Special Education Teachers  
\$0.3M for Educational Assistants (classes)  
\$0.2M for Educational Assistants (general)

### Number FTE:

3.0 FTE Special Education Teachers  
6.0 FTE Educational Assistants  
3.0 FTE Educational Assistants (general).

### Identify the funding source:

Special Education Grant

### Correlation with Strategic Plan:

Investments in Special Education help to ensure that students have the support necessary to achieve to their potential. Our strategic plan is built around enhancing instructional practice to support creative and critical thinking skills. Specialized classes provide opportunities for students with unique learning needs to develop thinking and learning skills. The additional educational assistants are important to our commitment to student learning and instructional practice, but also to ensuring safe and caring learning environments.

Well-Being	Engagement	Leadership	Learning
WB1 – Enhance safe caring and respectful learning and working environments		LD4 – Encourage and Support student leadership and citizenship to promote global competencies	LN1 – Enhance instructional practice to encourage and support creative and critical thinking skills

### Why are we doing this initiative?

The number of specialized classes varies by year based on student need. Staff has noted increasing demands for specialized support, particularly in the area of autism. One autism class has been added to the budget through academic staffing. The type of specialized class to which these resources will be allocated will be determined based on need and the wait list. Regardless of the type of class, early intervention with young children improves their readiness and independence.

### How will the impact of the new initiative be measured in either the short or long-term?

The value of specialized classes is measured through the achievement of the students in the class. Another important indicator to be considered in measuring impact is the wait list.

### Is this the best approach/value for the OCDSB?

Early intervention is important for long term success and possible re-integration.



OTTAWA-CARLETON  
DISTRICT SCHOOL BOARD



# Impact Statements



## Impact Statement – Drug Counseling 2012-2013 Staff Recommended Budget

**Initiative: Additional Drug Counseling for Secondary Schools**

**Cost:** \$300,000.00

**Number FTE:** 0

**Identify the funding source:** Instruction Envelope

### Correlation with Strategic Plan:

This initiative is in alignment with our strategic plan commitment to ensure the provision for inclusive, safe and caring learning and working environments focusing on student well-being and student engagement. This initiative aligns with our mission to promote student and staff well-being to support their physical, emotional and mental health.

Well-Being	Engagement	Leadership	Learning
WB1 – Enhance safe, caring and respectful learning and working environments	EN2 – Create a framework for and initiate effective partnerships with organizations that enrich our schools as community hubs.		
WB2 – Create a framework for student and staff well-being that recognizes the mental, physical, and emotional health of students and staff.			

### Why are we doing this initiative?

In 2009, the provincial government, Ottawa Public Health, Local Integrated Health Network, ONFE, the United Way and the four local schools boards entered into partnership to provide in-school substance abuse counseling to secondary schools provided by Rideauwood Addictions Services. The partnership provides \$465,000.00 worth of services to OCDSB schools. The OCDSB portion of this partnership is \$125,000.00 which provides service in 14 secondary schools. Through Safe Schools funding, Student Success funding, and other grants obtained by Rideauwood, substance abuse counseling is being provided in an additional 3 secondary schools and our 4 Alternate Sites at a cost of \$193,000. Currently, the 17 secondary schools receive 14 hours of service per week, with the 4 Alternate Sites receiving 21 hours of service per week (the variance is based on the need). The additional \$300,000.00 will allow us to provide drug counseling services in the remaining 9 secondary schools currently not receiving services.

### How will the impact of the new initiative be measured in either the short or long-term?

Each year Rideauwood provides data on the number of referrals to their services along with credit accumulation, attendance results and other information related to student achievement, well-being and engagement.

### Is this the best approach/value for the OCDSB?

Yes. The issue of substance use and abuse continues to be of major concern in our secondary schools. This targeted resource will provide students with support on-site at all of our secondary schools. The direct funding approach is not as cost effective as the partnership funding however, the total cost to the OCDSB for drug counseling is \$618,000.00 for all 30 secondary sites and the actual delivery cost is approximately \$960,000.00.



**OTTAWA-CARLETON  
DISTRICT SCHOOL BOARD**



# Impact Statements



## Impact Statement – Lunch Time Monitors 2012-2013 Staff Recommended Budget

### Initiative: Lunch Time Monitors

This initiative seeks to increase the number of Lunch Time Monitors

**Cost:** \$80,000.00

**Number FTE:** 0

**Identify the funding source:** Instruction Envelope

### Correlation with Strategic Plan:

This initiative is in alignment with our strategic plan commitment to ensure the provision for inclusive, safe and caring learning and working environments focusing on student well-being and student engagement. This initiative aligns with our mission to promote student and staff well-being to support their physical, emotional and mental health.

Well-Being	Engagement	Leadership	Learning
WB1 – Enhance safe, caring and respectful learning and working environments			

### Why are we doing this initiative?

With the increase in the number of Full Day Learning classes, combined with collective agreement requirements around teacher supervision at the elementary panel, it is becoming increasingly difficult to provide lunch time supervision, without additional supports. The budget also includes an expenditure increase of \$80,000 for lunch time monitors. Lunch time monitors are provided to elementary schools based on need in order to ensure adequate supervision of students. The current allocation for lunch time monitors is \$500,000.

### How will the impact of the new initiative be measured in either the short or long-term?

The proposed increase will enable the expansion of the program to provide for supervision at additional FDK sites based on need.

### Is this the best approach/value for the OCDSB?

Yes. This is the most efficient and economical way of ensuring proper supervision over the lunch time.



OTTAWA-CARLETON  
DISTRICT SCHOOL BOARD



# Impact Statements



## Impact Statement – Continuing Education Position 2012-2013 Staff Recommended Budget

### Initiative: Continuing Education Assistant Office Administrator

The addition of a half time position to the Continuing Education Night School Credit Program for the purpose of administrative duties related to the night school program.

**Cost:** \$30,000

**Number FTE:** 0.5 FTE

**Identify the funding source:** Continuing Education Night School grants

### Correlation with Strategic Plan:

This initiative is brought forward in response to operational needs. It is aligned with our strategic plan commitment to ensure a safe, caring and respectful learning and working environment. It also supports our commitment to our community by ensuring a welcome reception to night school. Our risk management culture will be enhanced by improved management of night school administrative responsibilities.

Well-Being	Engagement	Leadership	Learning
WB1 – Enhance safe, caring and respectful learning and working environments		LD3 – Enhance our risk management culture, focusing on effective financial, information and human resources management practices and internal audit controls.	LN4 – Develop an organizational culture that is committed to lifelong learning.

### Why are we doing this initiative?

There has been a significant increase in our registrations for the Night School Credit program due to an increase in Prior Learning Assessments and Mature Student Evaluations. The increase in registrations correlates with an increase in the requirement for increased data input for registrations and on-going record keeping as well as the increase of time to meet the needs of night school students. Due to the increased workload, temporary assistance has been required to date to ensure the work is completed.

### How will the impact of the new initiative be measured in either the short or long-term?

The volume of work is measured by the number of registrants to the Continuing Education Night School credit program. The impact of this initiative can be measured by the student satisfaction relating to the quality of care and proper data collection relating to their credit accumulation. The second measure is that temporary assistance will no longer be required which ensures consistency and accurate records.

### Is this the best approach/value for the OCDSB?

Yes. Temporary assistance was used as an interim measure, but due to a consistent increase in registrations the operational demand warrants an additional 0.5 FTE Office Assistant. The initiative is self funded as the grants provided through the Ministry are calculated by the number of students registered. Temporary assistance spending will decrease.



OTTAWA-CARLETON  
DISTRICT SCHOOL BOARD



# Impact Statements



## Impact Statement – Full Day Kindergarten 2012-2013 Staff Recommended Budget

<b>Initiative:</b> Under <b>Full-Day Kindergarten</b> there are three new initiatives: <ul style="list-style-type: none"><li>the addition of 96 FTE Early Childhood Educators (a net increase of 88 from the revised 2011-2012 budget);</li><li>the addition of 3.0 FTE Learning Support Professional positions (1 Psychologist, 1 Social Work, 1 Speech and Language Pathologist); and</li><li>the addition of 3.0 FTE Supervisory positions to support the Extended Day program</li></ul>			
<b>Cost:</b> \$3.9M for Early Childhood Educators \$0.3M for Learning Support Professionals \$0.2M for Extended Day Supervision		<b>Number FTE:</b> 96.0 FTE Early Childhood Educators 3.0 Learning Support Professionals 3.0 FTE Extended Day Supervisors	
<b>Identify the funding source:</b> FDK Funding			
<b>Correlation with Strategic Plan:</b> The expansion of the Full Day Kindergarten program is consistent with our commitment to enhancing instructional practice and providing safe and caring learning and working environments. The FDK program also includes the Extended Day which is offered either by the district or through third party providers, which is an important part of our commitment to community partnerships and ensuring our schools are community hubs.			
<b>Well-Being</b>	<b>Engagement</b>	<b>Leadership</b>	<b>Learning</b>
WB1 – Enhance safe, caring and respectful learning, and working environments.	EN2 – Create a framework for and initiate effective partnerships with organizations that enrich our schools as community hubs.		LN1 - Enhance instructional practice to encourage and support critical and creative thinking skills.
<b>Why are we doing this initiative?</b> The full day kindergarten program will expand to 171 classrooms next year. The number of teachers and Early Childhood Educators per class is determined by a Ministry formula. Through the academic staffing process, 88 teachers (net) were added for next year. A corresponding increase in Early Childhood Educators is required in order to operate the classrooms in accordance with Ministry requirements. The budget increase is 96 positions; the actual number of staff is 88 FTE above the revised 2011-2012 budget. The expanded FDK program creates a significant increase in work for our professional and paraprofessional staff as they support our youngest learners. The addition of 3.0 Learning Support Professionals will facilitate our ability to support the program delivery, meet student needs and ensure adequate supervision and coordination of the work of the Learning Support Services staff in the delivery of this program. FDK Extended Day program delivery is mandatory where supported by sufficient registration. Additional staffing is necessary to ensure there is appropriate supervision of the extended day program particularly in the hours of operation outside of the regular school day. The Extended Day program operates at 35 sites, including third party sites.			
<b>How will the impact of the new initiative be measured in either the short or long-term?</b> Compliance with the Ministry class size regulation, The Learning Support Professional staff will support improved service delivery and will enable the monitoring of special needs to students. The Extended Day supervision will be measured through cost recovery, client satisfaction and program expansion.			
<b>Is this the best approach/value for the OCDSB?</b> In order to meet the requirements of the Full-Day Kindergarten regulation, additional ECE staffing is required. The additional Learning Support Professionals will ensure more effective provision of service to students in need. The addition of the Extended Day Supervision program will support effective management of the program.			



OTTAWA-CARLETON  
DISTRICT SCHOOL BOARD



# Impact Statements



OTTAWA-CARLETON  
DISTRICT SCHOOL BOARD

## Impact Statement Planning – Assistant Manager and Planner 2012-2013 Staff Recommended Budget

### Initiative: Planning – Assistant Manager and Planner

Development and implementation of capital planning processes.

**Cost:** \$185,000

**Number FTE:** 2.0

**Identify the funding source:** reallocation of savings within the facilities budget

### Correlation with Strategic Plan:

Under the leadership pillar, the strategic plan seeks to enhance our risk management culture through effective management practices. The capital planning process is critical to the effective management of capital resources and also has a considerable impact on our capacity to meet student needs at the right time, in the right location and in a safe and secure environment.

The addition of these two positions will balance the workload for staff and will allow us to better support the OCDSB desire for community involvement in planning and accommodation review processes.

Well-Being	Engagement	Leadership	Learning
WB1-Enhance safe and caring learning environments	EN1 – Enhance parental engagement and outreach to all parents	LD1- Implement sound governance practices	
	EN2-Create framework for effective partnerships	LD3 – Improve risk management practices	

### Why are we doing this initiative?

In order to properly address the competing demands for boundary and accommodation reviews, support for full day kindergarten and implementation of a new capital planning process, additional resources are needed in the department. While some work will be carried out with consultants, the current demands on staff time are not sustainable without additional resources. This staffing will allow a more balanced work load in the department, and in the long run will allow the development and implementation of longer term plans.

### How will the impact of the new initiative be measured in either the short or long-term?

Departmental objectives will be finalized and will include the commencement of necessary boundary reviews as well as the development of a renewed capital planning process as well as related criteria.

### Is this the best approach/value for the OCDSB?

Yes. While consultants can and will be used from time to time, there is an ongoing need for staffing to undertake the work, manage the workload, liaise with and manage consultants, and liaise with the community.



OTTAWA-CARLETON  
DISTRICT SCHOOL BOARD





# Impact Statements



## Impact Statement – Facilities (Trades) 2012-2013 Staff Recommended Budget

### Initiative: Facilities (Trades) Positions

Addition of 3.0 trades positions to respond to additional regulatory demands

**Cost:** \$300,000 (including operating expense)

**Number FTE:** 3.0

**Identify the funding source:** Reallocation of savings within Facilities budget

### Correlation with Strategic Plan:

Under the leadership pillar, the strategic plan seeks to enhance our risk management culture through effective management practices. The addition of three tradespersons is critical to reducing operational risk and to the provision of a safe and healthy learning and working environment for all students and staff. A sound preventative maintenance program is key to reducing the amount of lost instructional time due to equipment failure or regulatory lockout.

Well-Being	Engagement	Leadership	Learning
WB1-Enhance safe and caring learning and working environments		LD3 – Improve risk management practices	

### Why are we doing this initiative?

The OCDSB like other Boards has seen increasing demands from provincial regulatory bodies. Ensuring compliance with applicable codes in the required timeliness has severely impeded the department's current preventive maintenance programs. The additional staff will allow the department to assist schools in compliance as well developing and implementing programs to allow us to be proactive rather than reactive.

### How will the impact of the new initiative be measured in either the short or long-term?

We should see a reduction in the number of orders imposed as a result of regulatory intervention. It should also reduce the amount of lost time due to lockouts.

### Is this the best approach/value for the OCDSB?

This approach is cost effective because it relies on internal resources rather than external consultants and it is funded through the reallocation of savings within the Facilities budget.



OTTAWA-CARLETON  
DISTRICT SCHOOL BOARD



# Impact Statements



## Impact Statement – Labour Relations 2012-2013 Staff Recommended Budget

### Initiative: Labour Relations Position

The addition of 1.0 FTE Labour Relations (term) position to the Human Resources Department.

**Cost:** \$80,000

**Number FTE:** 1.0 FTE (term)

**Identify the funding source:** Central Administration Envelope

### Correlation with Strategic Plan:

This initiative is being done in response to operational needs. It is in alignment with our strategic plan commitment to ensure the provision of safe and caring working and learning environments. It also supports our commitment to safe, caring and respectful workplaces.

Well-Being	Engagement	Leadership	Learning
WB1 – Enhance safe, caring and respectful learning and working environments		LD3 – Enhance our risk management culture, focusing on effective financial, information, and human resources management practices and internal audit controls.	

### Why are we doing this initiative?

In 2012, all 9 collective agreements will expire and new collective agreements must be negotiated. The district employs a small labour relations team on a permanent full-time basis. The volume of work associated with negotiating all nine agreements is larger than the team can support. It is necessary to employ additional labour relations support on a term contract basis to support the increased volume of work during the negotiation process.

### How will the impact of the new initiative be measured in either the short or long-term?

The impact of this position will be measured through response times to labour relations issues during the bargaining process. By the end of the term of the contract, we would expect to have completed agreements for all bargaining groups.

### Is this the best approach/value for the OCDSB?

Yes, this is good value given the volume and nature of work associated with the role. This approach provides staff resources during the period where demand is highest and does not require the district to maintain higher staff levels than necessary in non-bargaining years.



OTTAWA-CARLETON  
DISTRICT SCHOOL BOARD



# Impact Statements



## Impact Statement – Reception/Security Position 2012-2013 Staff Recommended Budget

### Initiative: Security Position

The addition of one position to the Switchboard/Main Reception Desk for the purpose of welcoming all visitors to the Administration Building and managing the building security system through the issuance of visitor access badges.

**Cost:** \$40,000

**Number FTE:** 1.0 FTE

**Identify the funding source:** Central Administration Envelope

### Correlation with Strategic Plan:

This initiative is being done in response to operational needs. It is in alignment with our strategic plan commitment to ensure the provision of safe and caring working and learning environments. It also supports our commitment to community engagement by ensuring a welcome reception at the Administration Building.

### Well-Being

### Engagement

### Leadership

### Learning

WB1 – Enhance safe, caring and respectful learning and working environments

### Why are we doing this initiative?

In 2011, a new building security system was installed at 133 Greenbank Road. This system was intended to ensure secure access to the building by authorized personnel; to ensure all visitors were welcomed upon arrival and issued a visitor access badge; and to support our work on emergency preparedness and lockdown procedures for the building.

### How will the impact of the new initiative be measured in either the short or long-term?

The volume of work is measured by the number of visitors greeted by this position on a daily basis and the number of visitor badges issued. On average, there are approximately 80 visitor badges issued per day from the Reception Desk. The impact of this initiative can be measured in two ways; client satisfaction relating to the quality of reception on a visit to the building which is measurable. The second measure is less tangible and has to do with the value of any security threat/risk which is mitigated in whole or in part as a result of this position.

### Is this the best approach/value for the OCDSB?

Yes. The position was created as a temporary position to assess the volume and nature of work associated with the new system. Consideration was given as to whether the position could be done on a part-time basis, but the operational demand warrants a full-time position. The temporary position was funded through the use of unused salary dollars as a result of a vacancy. However, there is a need for permanent funding for this position.



OTTAWA-CARLETON  
DISTRICT SCHOOL BOARD

