



**DURHAM CATHOLIC
DISTRICT SCHOOL BOARD**
Learning and Living in Faith

Memorandum

To: Board of Trustees
From: Tracy Barill, Director of Education
Date: June 19, 2023
Subject: **Minutes of the June 12, 2023 Finance Committee Meeting**
Origin: Marie Hammond, Chief Financial Officer

Please find attached a copy of the Minutes of the Finance Committee Meeting held on June 12, 2023.

TB/MH/II

Attachment: Minutes of the June 12, 2023 Finance Committee Meeting



**DURHAM CATHOLIC
DISTRICT SCHOOL BOARD**
Learning and Living in Faith

Finance Committee Meeting Minutes

Durham Catholic District School Board
June 12, 2023 at 7:30 p.m.

Committee Members Present

R. Damianopoulos (Chair), J. Emanuel (Remote), M. Forster

Trustees Present

K. Beatty, R. De Souza (Remote), J. McCafferty, M. Ste. Marie (Remote)

Director of Education Present

T. Barill

Senior Administration Present

S. Grieve, M. Hammond

1. Opening

- 1.1. Motion to Move In-Camera

Motion FC20230612-01

“THAT the Finance Committee move in-camera”

Moved by M. Forster, Seconded by J. Emanuel

CARRIED

- 1.2. Memorials and Prayer

Trustee Damianopoulos offered the opening prayer.

- 1.3. Land Acknowledgement

Trustee Damianopoulos acknowledged the traditional lands.

- 1.4. Roll Call and Apologies

- 1.5. Call to Order

The meeting was called to order at 8:06 p.m.

1.6. Approval of Agenda

Motion FC20230612-02

“THAT the Finance Committee approve the agenda of the June 12, 2023 Finance Committee Meeting”

Moved by M. Forster, Seconded by J. Emanuel

CARRIED

1.7. Declarations of Interest - None

2. Items for Decision

2.1. Approval and Signing of Minutes of Previous Meeting (May 29, 2023)

Motion FC20230612-03

“THAT the Finance Committee approve the Minutes of the May 29, 2023 Finance Committee Meeting”

Moved by M. Forster, Seconded by J. Emanuel

CARRIED

2.2. Business Arising from May 29, 2023 Meeting

None

3. Items for Information

3.1. Presentation

3.1.1. Budget Update Presentation

M. Hammond reviewed the budget process and reminded the committee of the budget considerations and parameters that were presented at the beginning of the process. It was noted that enrolment was steadily increasing and that the board is on track to reach the forecasted enrolment growth of 1.7% for 2023/2024. M. Hammond reviewed the challenges and changes related to the ministry announcements for the Grants for Student Needs (GSN) and the Priorities and Partnership Funding (PPF). In particular, M. Hammond reviewed the impacts in the areas of employee benefit obligations and sick leave provisions, Indigenous Education realignment, transportation funding reform and inflation. The presentation highlighted the enveloped allocations within the GSN and the impacts that enveloped funding and changes in ministry funded priorities had on the

PPF revenue year over year and the Academic Services portfolio expenses.

M. Forster inquired whether the reduction in ministry tutoring funds would impact the Peer Tutoring program and M. Hammond indicated that there is still tutoring funding within the GSN which would allow for in house tutoring to continue. The discontinued tutoring initiative was focused on third party tutoring to expand student supports post Covid.

3.2 Staff Report

3.2.1 2023-2024 Draft Budget Report

M. Hammond presented the second draft of the 2023-2024 Budget Report to the Finance Committee. M. Hammond noted that enrolment had increased by 159 students since the first draft which generated approximately \$1.6M in additional Grants for Student Needs (GSN) funding. This increase was offset by increases in school based staffing, school budget adjustments and additional provisions for enveloped funding. Changes in staffing levels were reviewed and M. Hammond highlighted the increase in staff commensurate with the increase in enrolment. There was no changes to the capital budget.

Director Barill thanked Ms. Hammond and the Finance team for their work in ensuring that the budget is balanced and aligns with the goals and priorities set out in the new Multi-Year Strategic Plan. T. Barill noted that several boards across the province have been unable to balance their budgets and will be submitting their Estimates package to the ministry with a deficit.

Trustees R. Damianopoulos and M. Forster congratulated and thanked M. Hammond, the Finance Team, Senior Administration and the Finance Committee for their efforts in producing a balanced budget.

The final report will be brought to the June 19th meeting of the Board of Trustees for approval.

4. Other Business

4.1. Board Communications

4.2. Motion to Adjourn

Motion FC20230612-04

“THAT the June 12, 2023 Finance Committee Meeting be adjourned”

Moved by M. Forster, Seconded by J. Emanuel

CARRIED

The Finance Committee Meeting adjourned at 8:36 p.m.

4.3. Closing Prayer

R. Damianopoulos offered the closing prayer.

Recording Secretary: L. Lane

Approved by:

R. Damianopoulos
Chair, Finance Committee

Marie Hammond
Resource, Finance Committee