



## REPORT TO

# CORPORATE SERVICES, STRATEGIC PLANNING AND PROPERTY COMMITTEE

## 2021-2022 REVISED BUDGET ESTIMATES

*"I am the vine; you are the branches. If you remain in me and I in you,  
you will bear much fruit; apart from me you can do nothing."*

**John 15:5**

Created Draft	First Tabling	Review
November 30, 2021	December 8, 2021	
R. Putnam, Chief Financial Officer and Treasurer D. Bilenduke, Senior Coordinator, Finance D. De Souza, Coordinator, Revenue and Reporting G. Sequeira, Coordinator, Budget Services C. Giambattista, Senior Manager, Accounting Services T. Sanza, Senior Manager, Capital Budget		
<b>RECOMMENDATION REPORT</b>		

**Vision:**

*At Toronto Catholic we transform the world through witness, faith, innovation and action.*

**Mission:**

*The Toronto Catholic District School Board is an inclusive learning community uniting home, parish and school and rooted in the love of Christ.*

*We educate students to grow in grace and knowledge to lead lives of faith, hope and charity.*



**Brendan Browne**  
Director of Education

**A. Della Mora**  
Associate Director of  
Academic Affairs and  
Chief Operating Officer

**D. Boyce**  
Associate Director of  
Facilities, Business and  
Community Development

**R. Putnam**  
Chief Financial Officer and  
Treasurer

## A. EXECUTIVE SUMMARY

**This report provides an overview of the 2021-2022 Revised Budget Estimates.** Specifically, the report outlines adjustments to revenue and expenditure subsequent to the approval of the 2021-2022 Budget Estimates in June 2021. The report builds on the information provided in October 2021 (refer to Budget Update #2 to Corporate Services on October 14, 2021) with respect to the impact of enrolment decline, September reorganization as well as additional COVID related funding and investments.

Overall, the 2021-2022 Revised Budget Estimates requires the use of \$34.2M of operating reserves to fund one-time system investments to mitigate the impact of declining enrolment and provide additional COVID related supports. This represents an increase in reserve use of \$14.5M from the initial \$19.7M that was approved in the 2021-2022 Budget Estimates in June 2021.

It is important to note that the additional \$14.5M of reserve use is actually \$4.5M less than what was anticipated in the October report (at which time an additional \$19M of reserve use was projected) and is primarily the result of supplemental COVID funding released by the Ministry in November.

The additional reserve use represents planned and intentional spending as outlined below (consistent with the October report) and is funded by the prior year surplus to budget as projected in September (refer to 2020-2021 Financial Update #3 to Corporate Services on September 9, 2021) and confirmed in the 2020-2021 Audited Financial Statements approved in November.

The 2021-2022 Revised Budget Estimates is responsive to current circumstance yet fiscally responsible wherein available funds from the prior year have been invested to further enhance student safety and provide system stability without compromising future financial sustainability.

With the culmination of the 2020-2021 Audited Financial Statements and the 2021-2022 Revised Budget Estimates the Board's overall financial position is moderately improved relative to the 2021-2022 Budget Estimates approved in June, even after absorbing the effects of enrolment decline, September reorganization and the ongoing impact of COVID.

The Board's Chief Financial Officer will present an Annual CFO Overview in January 2022 commensurate with the approval of the new Strategic Plan and the launch of the 2022-2023 budget process. The presentation will provide an assessment of the Board's overall financial position as well as an overview of the major factors to be considered including identification of risks to be monitored, challenges to be addressed and potential opportunities to be leveraged in the upcoming and future budgets.

**The cumulative staff time required to prepare this report was 40 hours.**

## **B. PURPOSE**

**This report provides an overview of the 2021-2022 Revised Budget Estimates.** Specifically, the report outlines adjustments to revenue and expenditure subsequent to the approval of the 2021-2022 Budget Estimates in June 2021.

**This report is for recommendation.** The 2021-2022 Revised Budget Estimates require Trustee approval with respect to the proposed budget adjustments as well as the additional use of reserves.

## **C. BACKGROUND**

**The 2021-2022 Revised Budget Estimates require the use of \$34.2M of reserves.** The additional use of reserves of \$14.5M is required to offset the effect of enrolment decline, mitigate the impact of September reorganization and to fund additional COVID related system investments. No changes have been made to the budget approved in June 2021 other than the specific adjustments which are outlined below.

## **D. EVIDENCE/RESEARCH/ANALYSIS**

**There has been a net decrease in revenue of \$14.1M as follows:**

- A decrease in GSN funding of \$20.6M as a result of a decline in enrolment of approximately 2,650 students (as at October 31, 2021).
- Additional Ministry COVID funding of \$6.5M was released in November to support additional investments to the end of June.

**There has been a net increase in expenditure of \$0.4M as follows:**

- **Enrolment Related Staffing Adjustments (decrease of \$17.8M)**
  - Staffing adjustments totalling \$17.8M were required to right-size the system commensurate with the enrolment decline resulting in a reduction in salaries and benefits expense.
- **September Reopening and COVID Investments (increase of \$9.7M)**
  - Investments were made in the areas of Long Term Occasional Teachers, Elementary Lunch Hour Supervisors, Secondary Student Supervisors and Custodial Services to support reopening and will be continued to the end of the school year.
- **Special Education Teachers (increase of \$2.2M)**
  - The decline in enrolment would have required an adjustment of 22 Special Education Teachers. These positions were maintained to support students in need within the system.
- **Elementary Educators (increase of \$5.0M)**
  - The decline in enrolment required a significant reorganization. Approximately 42 classroom and program speciality teachers and 16 Designated Early Childhood Educators were maintained to mitigate the impact of September reorganization.
- **Secondary Teachers - Section Protection (increase of \$1.3M)**
  - Although Secondary enrolment is essentially flat there are schools where enrolment declined. Approximately 78 sections (13 FTE) were protected to ensure student timetables were not affected and access to selected courses was maintained.

## **E. METRICS AND ACCOUNTABILITY**

Staff will provide ongoing updates and quarterly reports throughout the year.

## **F. STAFF RECOMMENDATION**

This report is provided for recommendation. Staff is requesting approval of the 2021-2022 Revised Budget Estimates, including an increase in the use of reserves from \$19.7M to \$34.2M, as outlined in the report.