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North Bay, ON P1B 8H1
Phone: 705.472.8170, Fax: 705.472.9927
Website: www.nearnorthschools.ca

David Thompson, Chair

Jackie Young, Director of Education

June 26, 2018 – Regular Board Meeting

Public Session – 6:00 p.m. **Near North District School Board** **North Bay Board Room**

Welcome and Call to Order:

Chair Thompson called the meeting to order at _____

In Camera Items:

That the Board move into Private Session at _____.

Adoption of the Agenda for Public Session meeting:

That the Board approve the Agenda as presented/amended for the Public Session meeting of June 26, 2018.

Attendance:

Declaration of Conflict of Interest:

Minutes from previous meetings of the Near North District School Board – enclosures:

That the Board approve the minutes as presented/amended for the meetings held:

- **May 22, 2018**

Celebrating Near North District School Board Success:
Culturally Relevant and Responsive Pedagogy Projects– Superintendent
Bowness

Meeting Dates – Call of the Chair

Committee Reports:

- Special Education Advisory Committee Meeting Minutes – May 17, 2018
- Committee of the Whole Meeting Minutes (private and public) – June 5, 2018
- Audit Committee Meeting (private and public) - June 19, 2018

Information/Discussion Items:

- Monthly Tender Report – May 14, 2018 – June 15, 2018

Question Period:

Presentations by Public:

OPSBA Report - Trustee Beam

Trustee Comments:

Director's Update – Director Jackie Young

Items for Decision:

EL#7 Financial Condition – enclosure

That the Board approve EL#7 Financial Condition as presented on June 26, 2018.

Election of Student Trustee

That the Board appoint Joe Drinkwalter as the Student Trustee for the 2018-2019 school year.

Royal Bank of Canada – Borrowing Credit Facilities - enclosures

That the Board pass via motion each of the following Borrowing documents as attached:

1. Form 345 Resolution re: Borrowing for Current Expenditures and Debt Charges and Temporary Financing in the amount of \$_____ payable no later than _____; and

2. Form 345 Resolution re: Borrowing for Current Expenditures and Debt Charges and Temporary Financing in the amount of \$_____ payable no later than _____.

Notice of Motion:

Public Question Period:

Ratification of Business Transacted in Private Session:

That the Board ratify the following items from Private Session:

- **Property**
- **Legal**
- **Personnel**

Motion to Adjourn:

That the Board meeting of June 26, 2018 adjourn at _____p.m.



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David Thompson, Chair

Jackie Young, Director of Education

The May 22, 2018 **Public Session Meeting** of the Near North District School Board was held at 6:00 p.m. at the Head Office of the Near North District School Board, 963 Airport Road, North Bay, ON P1C 1A5.

Trustees Present:

David Thompson, Chair
Michelina Beam
Al Bottomley
Harry Fry
Paul Moffat
Louise Sargent
Marcus Hlady – Student Trustee

Administrative Staff Present:

Jackie Young, Director of Education
Liz Therrien, Superintendent of Business
Roslyn Bowness, Superintendent of Schools
Amanda Meighan, Acting Superintendent of Support Services
Gay Smylie, Acting Executive Officer

Trustees Present in Parry Sound:

Jim Beatty, Vice Chair
Corine Green
Carol Stevens

Administrative Staff Present in Parry Sound:

Melanie Gray, Acting Executive Officer

Administrative Staff Present in Almaguin:

Craig Myles, Superintendent of Student Services

Administrative Regrets:

Trustee Regrets:

Public (North Bay)

Parker Robinson, OSSTF
Lynne Kelly, ETFO

Public (Parry Sound)

Glen Hodgson, OSSTF

Public (Almaguin)

Judith Arai, ETFO

Minutes of the Public Session Board Meeting of the Near North District School Board held May 22, 2018

Call to Order

Chair Thompson called the meeting to order at 5:00 p.m.

Attendance

Attendance indicated that 9 Trustees plus the Student Trustee were present for this meeting.

Approval of the Agenda

18-05-13 Moved by Louise Sargent, seconded by Harry Fry
That the Board approve the agenda as amended for the Public Session meeting of May 22, 2018.

CARRIED

Conflict of Interest

None declared.

Minutes from Previous Meetings of Near North District School Board

18-05-14 Moved by Harry Fry, seconded by Louise Sargent
That the Board approve the minutes as amended for the meetings held:

- **April 24, 2018 Regular Board Meeting**
- **May 1, 2018 Special Board Meeting**

CARRIED

Celebrating Near North District School Board Success:

Celebrating Collaborative and Innovative Approaches – Superintendent Bowness and Christopher Walking

Reviewed changes to social studies curriculum as they relate to the education of truth and reconciliation and residential schools. These changes will affect social studies, history and geography courses. Strong representation from staff in collaboration for this Professional Development day.

The live broadcast, sharing a live video feed, presentation slides and chat window, was delivered to all schools simultaneously. Photos, videos and questions were used to provoke thinking. School teams shared during the broadcast and promoted reflection of staff at each site. Staff were able to ask questions about the images and videos shown, which also helps them when illustrating to their students. Gave Principals the opportunity to reflect as a learner as well. Micro-blog (chat window) can be exported after the meeting to have data for reflecting and moving forward.

Trustee Fry heard amazing feedback from the system at how effective the learning was and looks forward to having more meetings like this.

Question if the PD was voluntary. It was initially for K-6 group, but due to the snow day was able to deliver as K-12 PD day.

Minutes of the Public Session Board Meeting of the Near North District School Board held May 22, 2018

Question about what conversations are happening with parent councils about additions to curriculum. Starting point with Principals bringing these conversations into their school PIC's and parents then bringing that information home.

Trustee Stevens thanked the team for their commitment to this knowledge. Indigenous student voices and First Nation communities will be given a positive push to equality.

Question asked if NNDSB took the lead, or are other boards doing the same initiative (content). All boards have the same responsibility to the content. Not sure of other boards implementation procedures.

This is the start of a conversation that will take time, and learning with parents can take time as well. Great way to begin the conversation in local communities.

Trustee Sargent informed that First Nations Advisory Council (FNAC) is also trying to inform their parents about what is being taught in schools moving forward. Our board is fortunate that there is an immense respect for Superintendent Bowness and the work she has accomplished. FNAC is a wonderful working group. Thanked Superintendent Bowness for her efforts. Superintendent Bowness acknowledged there is a large team all working hard behind this work.

Student Achievement and Well Being:

West Ferris Intermediate Secondary School EQAO Results – Principal Gagne and Nadia Gagne

Principal Gagne explained how Director Young asked principals to wrap around the whole student and Superintendent Myles brought collective efficacy for teachers with student achievement.

Principal Gagne explained the team effort related to EQAO, and introduced, Nadia Gagne. She explained West Ferris' main priority has been put on numeracy in the school. Team that is consistent with grade 9 students. Different variations of learning that help kids develop a deeper understanding. West Ferris has a math coach who comes in to take small groups of students to work with them. That has been a great success for our students. SEF framework met with 7-8 teachers and having

Each year 100 grade 9 students write EQAO. Data based on 5 years. EQAO did a study and WFISS was weighted as 1.5, and moved up to 2.89.

Superintendent Myles commended Principal Gagne for his willingness and ability to implement changes with his teachers.

Meeting Dates: May 2018

- May 14th SEAC **tentative date set
- May 24th All Candidates Meeting
- May 24th JK-12 Building Committee. Will not conflict with all candidates meeting
- May 27th FNAC **may be rescheduled due to graduations
- May 29th Budget Workshop

Minutes of the Public Session Board Meeting of the Near North District School Board held May 22, 2018

Committee Reports:

- Special Education Advisory Committee Meeting Minutes, April 19, 2018
- Committee of the Whole Meeting Minutes, April 18, 2018
- Committee of the Whole Meeting Minutes, May 1, 2018
- Committee of the Whole Meeting Minutes, May 15, 2018

Information/Discussion Items:

- Monthly Tender Report – April 13, 2018 – May 14, 2018

Question Trustee Beam – washroom upgrades awarded over budget. Superintendent Therrien clarified when capital project is listed they are estimates with what is believed to require repairs. In the whole list of projects, we are still operating within the allocation.

- OESC School Energy Coalition Status Report, March 2018
- Suicide Risk Management Administrative Guideline
- Crisis Response Administrative Guideline

Comment about Peel District article referencing television show 13 Reasons show warning. Wondering if there is anything that our Board should send out to parents? Superintendent Bowness said the Board's provincial lead would contact us about any information that needs to be shared.

Question if schools are informed of new administrative guidelines? Superintendent Bowness informed that principals had a mental health literacy training day and the highlight was walking through the training with community partners. The administrative guidelines will be posted to the Board website and principals will also share out information with their parent councils.

Trustee Sargent asked about sharing with community partners, and do they give their opinions before our guidelines are drafted? This guideline is part of a greater community protocol. Our community partners have all been involved in the development of the protocol. They are also aware of this guideline.

Presentations by Public: None

Question Period:

- Will attendees be able to ask questions at the all candidates meeting on Thursday?
 - The forum used last time will most likely be the same for this meeting: Questions should be submitted to the moderator.
- Question about IB program and costs.
 - Answer differed to Superintendent Myles. He will look into and email a response.

OPSBA Reports – Trustee Michelina Beam

No legislative updates as government has dissolved. OPSBA AGM is May 31-June 2, 2018.

Small boards and boards with declining enrolment – looking at an executive representative, or portfolio where small board issues (under 25,000 enrolment) stay at the front of the issue.

Minutes of the Public Session Board Meeting of the Near North District School Board held May 22, 2018

Trustee Comments:

Student Trustee Marcus Hlady:

- Secondary students working towards exams. Widdifield dinner tomorrow night and Chippewa Spring Concert May 30th

Trustee Sargent:

- Attended flag raising for retired teachers of Ontario (RTO) at City Hall
- Attended awards for turning points. Powerful evening.
- SEAC toured Land of Lakes building.
- Update meeting with Information Officer regarding governance policy

Trustee Moffat:

- No comments

Trustee Fry

- Attended turning points with Trustee Sargent. Students did an amazing job.
- Attended flag raising for retired teachers of Ontario (RTO) at City Hall
- Attended SEAC and FNAC meetings this month
- Attending OPSBA AGM in Niagara May 31-June 2
- Attending many student graduations

Trustee Stevens:

- Parry Sound Pow wow was excellent. Weather was amazing.

Trustee Green:

- School advisory council did risky business meeting – drug and mental health issues. Gave parenting tips for dealing with kids and young adults. Successful event. Very informative. Lots of community support.

Trustee Beatty:

- Great turnout at Pow wow

Trustee Bottomley:

- Land of Lakes work. Project Manager Speirs is doing a wonderful job there. The shop looks great. Can't wait for playground. Burk's Falls is very proud of that school.
- Last Thursday Almaguin music night and dinner. Chef Fred and group did a great dinner. Excellent night. The music teacher brings out the best in her students. The group won a Canadian Composer Award and two Gold Awards at a recent competition
- Looking forward to graduations

Trustee Beam:

- Congratulations to the schools who advanced to finals at drama festival
- Toros auditions completed last week. Show title "We Will Rock You"

Minutes of the Public Session Board Meeting of the Near North District School Board held May 22, 2018

- Education Day debate: preparing for debate. Questions around funding and student achievement. Questions will be given in advance to allow meaningful answers. Hope to see lots of people out.

Chair Thompson:

- No comments

Director's Update – Director Jackie Young

Congratulations to our own, Samara Paleczny, from Widdifield Secondary School who joins ten other educators across disciplines and from diverse geographic locations throughout North America to participate in a year-long professional development initiative entitled Art:21. Over 100 teachers have worked with colleagues and Art:21 staff over these past ten years to challenge themselves, take productive risks, and engage with Art:21 artists to learn more about utilizing contemporary art to teach about big ideas and the important questions facing us today. In order to qualify for the program, Samara Paleczny, was required to submit unit plans, lesson plans, a video application and examples of how the Art:21 program is referenced in her classroom. She is one of two Canadians accepted this year.

Many of us will be attending the annual We International dinner at Widdifield Secondary School tomorrow night.

Regarding the Euclid Math contest Widdifield once again had many of the top scorers. This is the 5th year in a row that the school has won for our zone (from Hunstville to Cochrane).

The Near North District School Board is pleased to announce that after a lengthy application process, Chippewa Intermediate and Secondary School has been selected by the CWB Welding Foundation as the recipient of the Secondary School Equipment and Project Support program. The CWB Secondary School Equipment and Project Support program is dedicated to the development of Canadian secondary school welding programs. Through this program, Chippewa received \$28,000 in funding to refurbish and upgrade the school's welding facilities. A ribbon cutting ceremony will be held this Friday at 10:30 a.m. We are very grateful to the staff for their efforts and of course to CWB Welding foundation.

Dillon Anderson, a student from West Ferris has turned his passion for hockey into an exciting opportunity. He will be working with the Powassan Voodoos as a scout and most recently led the assembly at West Ferris where he was recognized. Thank you to Ms. Karen Bond who helped to make this opportunity come to life.

A shout out to Ms. Jocelyn Bell and Ms. Trisha Bradford for their efforts in building programming opportunities and teacher connections to life on May 15th when Ms. Bradford's Grade 7 and 8 students worked with Ms. Bell's dancers for a session.

As well, the West Ferris and Widdifield Student Council groups are meeting next week to discuss a number of transition points and items that are of importance to both schools.

Minutes of the Public Session Board Meeting of the Near North District School Board held May 22, 2018

As you know Almaguin also held a very special music night with a dinner last week which was a great success.

And lastly we once again are so thrilled to have hosted the Pow Wow at Parry Sound Intermediate and High School earlier this month. This is indeed an honour for us.

Items for Decision:

EL#7 Financial Condition – Enclosure

18-05-15 Moved by Harry Fry, seconded by Michelina Beam

That the Board approve EL#7 Financial Condition as presented on May 22, 2018.

CARRIED

Special Education Plan 2017/18 – Enclosure

18-05-16 Moved by Louise Sargent, Seconded by Al Bottomley

That the Board approve the Special Education Plan 2017-18 as presented on May 22, 2018.

Question if there will be any information that will make its way to budget. SEAC shared their budget on pg. 62 of document. Trustees talked about the great work from SEAC and educational presentations that are presented in that committee.

CARRIED

Additional Question Period:

- Question about costing for 3:2 consolidation
 - There are cost associated that need to remain confidential.
- Question about list of equipment being transferred.
 - That document was supplied to trustees but there are costs associated that need to remain confidential.
 - These questions are also being asked and addressed within trustee group.

We do have new Information and Communications Officer. We are working on Q&A for the website as soon as they are able to be published.

Notice of Motion:

Ratification of Business Transacted in Private Session

18-05-17 Moved by Louise Sargent, seconded by Harry Fry

That the Board ratify the following items from Private Session:

- **Property**
- **Legal**
- **Personnel**

CARRIED

Minutes of the Public Session Board Meeting of the Near North District School Board held May 22, 2018

Motion to Adjourn

18-05-18 Moved by Al Bottomley, seconded by Michelina Beam
That the Board meeting of May 22, 2018 adjourn at 7:30 p.m.

CARRIED

David Thompson
Chair

Jackie Young
Director of Education

1. Call to Order – 1:15 pm

2. Attendance:

<i>North Bay</i>	<i>South River</i>	<i>Parry Sound</i>
Louise Sargent Kim Gignac Susan Wilson Roslyn Bowness Lisa Paradis Alan Bottomley Harry Fry Linda Sarginson Tammy Allan Laurie Forth Carol Stevens Teryn Booth		

Regrets: Sharon Walker, Wayde Smith, Barb Laverock, Renee Restoule

3. Approval of Agenda:

May 17, 2018

Moved – Teryn Booth

Seconded – Louise Sargent

Carried. No Conflict of interest

4. Approval of Minutes:

April 19th, 2018

Moved – Linda Sarginson

Seconded – Alan Bottomley

Carried.

5. Business Arising from the Minutes

Special Education Class	Action
<ul style="list-style-type: none"> The committee toured Land of Lakes School with a focus on the system special education spaces. <p>SEAC effectiveness and Evaluation Survey</p> <ul style="list-style-type: none"> This will be sent out by email so members can complete and forward back to Melanie. <p>Book Review – Transition Planning</p> <ul style="list-style-type: none"> Meetings to come up with an effective plan using tools such as IEP's, provincial and professional assessments. Having a transition plan in place will best support the student at transition periods More information can be provided with parent consents in place. 	

<p>Special Education Plan reflecting 2017-2018</p> <ul style="list-style-type: none"> • Available in the SEAC package • IPRC numbers fluctuate each year. • Special education staffing shared • Reviewed staff development and PD funding. • Motions and presentations were listed. <p>Moved to approve the Special Education plan: Moved by: Linda Sarginson Seconded by: Alan Bottomley</p>	
Standing Items	
<p>Capital Planning and Accommodation Updates</p> <ul style="list-style-type: none"> • There is a lot of planning taking place around the consolidation of 3-2 secondary schools in North Bay • Included in this planning, are the plans for spaces for system special education classrooms • There are plans for two special education pathways – supporting intellectual and communication needs 	
<p>Special education budget</p> <ul style="list-style-type: none"> • Recommendation that staffing levels be maintained. • The special education priorities were presented to trustees. • Discussed a collaborative Northern Supports Initiative where the NNDSB and NPCDSB will use a specific counselling model to provide additional support for local Secondary schools. They will work with a specific module based problem solving approach to counselling. <p>Board report</p> <ul style="list-style-type: none"> • The Ministry has made broad announcements but the Board is waiting to see what this means for the NNDSB. • Graduation season is upon us. 	
Items for next Agenda	Action
<p>SEAC annual agenda and goals Book review Review MACSE information (if available) Update – on Mental Health (Roz)</p> <p>Standing Items:</p> <ol style="list-style-type: none"> 1. Correspondence received requiring action 2. Capital Plan and Accommodation Review 3. Special Education Plan 4. Special Education Budget 5. Question period 	

Next meeting date: June 14, 2018

Adjourned:1:53pm

Moved: Alan Bottomley
Seconded Carol Stevens



Committee of the Whole Meeting Minutes
June 5, 2018 – 5:00 p.m.
North Bay and Parry Sound Boardrooms
963 Airport Road, North Bay/111 Isabella Street, Parry Sound

Trustees Present: Committee Chair David Thompson, Jim Beatty, Michelina Beam, Harry Fry, Corine Green, Louise Sargent,

Administrative Staff Present: Jackie Young, Director of Education; Rebecca Pape, Administrative Assistant

Trustees Absent: Paul Moffatt, Carol Stevens, Al Bottomley

Call to Order

Chair Thompson called the meeting to order at 5:00 p.m.

Adoption of the Agenda

The Committee approve the agenda as presented.

In-Camera Item(s):

Chair Thompson moved the meeting into Private Session at 5:01 p.m.

Return to Public Session

The Committee returned to Public Session at 6:40 p.m.

Policy

There are a few items that still need to be updated, but the binder will be ready for everyone for the summer to review and one of the first Committee of the Whole meetings in September it can be discussed if changes are required.

Some minor edits were discussed with the handouts. Suggested to have a chart at the front of the binder with review dates.

The code of conduct would be signed by each trustee in September and placed on the website. Suggested that trustees sign up to section 6 and the upholding/enforcement could be added as an appendix. Mairghread will make the edits and resend to trustees.

Suggested that trustees have a workshop annually to familiarize themselves on the code of conduct and how to uphold the rules when a trustee steps out of line.

Trustees recommend that the three policy documents with the changes as amended be approved at the next regular Board meeting.

Adjournment

The Committee of the Whole meeting for June 5, 2018 adjourned at 7:18 p.m.



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David Thompson, Chair

Jackie Young, Director of Education

Audit Committee Meeting – Public Session

June 19, 2018 – 5:00 p.m.

Head Office of the Near North District School Board
963 Airport Road, North Bay, ON

Committee Members Present

James Beatty, Committee Chair (Videoconference)
David Thompson, Trustee
Michelina Beam, Trustee
Gary Jodouin, External Member
Judy Kleinhuis, External Member

Staff Present

Jackie Young, Director of Education
Liz Therrien, Superintendent of Business
Wende Proulx, Manager of Finance
Amanda Meighan, A/Superintendent of Support Services
Marjorie Campbell, Executive Assistant

Guests

Melissa Dodge
Harry Fry, Trustee

1.0 Opening Session

1.1 Welcome and Call to Order

Committee Chair Jim Beatty called the meeting to order at 5:00 p.m. Due to poor sound quality he asked David Thompson to chair the meeting.

1.2 Adoption of the Agenda

Moved by Judy Kleinhuis seconded by Gary Jodouin that the agenda for Audit Committee Public session of June 19, 2018 be approved as presented.

CARRIED

1.3 Declaration of Conflict of Interest

No conflict of interest declared.

1.4 Adoption of the Previous Minutes of Public Session

Moved by Michelina Beam seconded by Gary Jodouin that the Committee approve the Audit Committee minutes as presented for the Public Session held on February 20, 2018.

CARRIED

2.0 Items for Information, Discussion and/or Action

3.0 PRIVATE SESSION

Moved by Michelina Beam seconded by Gary Jodouin that the Audit Committee move into Private Session at 5:03 p.m.

CARRIED

4.0 Adjournment

4.1 Motion to Adjourn

THAT the Audit Committee Meeting of June 19, 2018 adjourn at 6:13 p.m.

Moved by Michelina Beam seconded by Gary Jodouin that the Audit Committee adjourn at 6:35 p.m.

TENDERS
 May 14, 2018
 TO
 June 15, 2018

	A	B	C	D	E	F	G	H	I	J	K
1	Closing Date	Project	Location	Bidders submitting Bids	Awarded to	Award	Tax	Amount/Year	Budget (Without HST)	Contract for No Years	Rational
2	May 3, 2018	Annual Inspection & Testing of Fire Protection System	All locations	Trans Canada Safety Troy Life & Fire Safety	SPI	\$ 70,902.50	\$ 9,217.33	\$ 13,944.50	\$ 80,119.83	5 Years	Lower Bidder Over 5 -Year Period
3				SPI				\$ 13,944.50			
4								\$ 14,116.50			
5								\$ 14,338.10			
6								\$ 14,558.90			
7											
8	May 4, 2018	Domestic Water Piping Upgrades	South River PS	Kenalex	Bernard Rochefort	\$ 97,600.00	\$ 12,688.00		\$ 118,166.00		Low Bidder
9				Venasse							
10				Bernard Rochefort							
11											
12	May 23, 2018	Water Piping, Water Heater, Lighting, Branch Wiring & PA System Upgrade	Silver Birches	Descon	Venasse	\$ 520,000.00	\$ 67,600.00		\$ 530,812.00		Low Bidder
13				Kenalex							
14				Venasse							
15											
16	May 24, 2018	Site Improvement, HVAC, Lighting & Electrical Upgrades	Phelps	Venasse	Kenalex	\$ 857,900.00	\$ 111,527.00		\$ 856,104.00		Low Bidder
17				Descon							
18				Kenalex							
19											
20	June 1, 2018	Hydronic Heating System Upgrade	Argyle	Al Langman	Pending						
21				Venasse							
22											
23	June 7, 2018	Site Improvement Plumbing Fixture Upgrade	Evergreen	Descon	Fowler	\$ 768,260.00	\$ 99,873.80		\$ 766,568.00		Low Bidder
24				Venasse							
25				Fowler							
26											
27	June 15, 2018	Domestic Water Piping Upgrade	Mattawa District	Venasse	Venasse	\$ 132,000.00	\$ 17,160.00		\$ 163,925.00		Low Bidder
28				Kenalex							
29											
30											
31											
32											
33											
34											
35											
36											
37											
38											

May 2018 Month End Finance Report	Aug-17	Current	Revised	Year-to-Date	Commitments	Budget	%
Expenditures (Budget as approved June 28, 2017)	Expenses	Budget	Estimates	Actual		Remaining	Remaining
	(Audited)		(Note 8)				
	(Note 1)						
Classroom Teachers	66,710,919	69,520,502	68,870,368	51,520,052	380	18,000,070	26%
Supply Staff (Note 9)	4,286,623	2,274,572	2,628,721	3,015,149		(740,577)	
Educational Assistants	8,430,120	9,140,590	8,997,859	7,676,216		1,464,374	16%
Early Childhood Educators	2,180,590	2,283,054	2,308,621	1,990,320		292,734	13%
Classroom Computers (Notes 2 and 7)	943,026	871,699	871,699	701,039	379,098	(208,438)	
Texts and Learning Materials (Notes 2,4 and 12)	2,530,491	2,838,588	2,859,588	3,293,681	791,745	(1,246,838)	
Professionals and Paraprofessionals	4,352,367	4,623,806	4,702,419	3,254,654	11,430	1,357,722	29%
Library and Guidance	1,458,790	1,581,582	1,567,254	1,054,345	9,968	517,269	33%
Staff Development (Note 4)	945,752	1,152,748	1,271,080	719,113	23,393	410,242	36%
Coordinators & Consultants (Notes 4 and 10)	2,766,448	3,204,416	3,368,496	1,721,321	66,479	1,416,616	44%
Principals & Vice-Principals	6,081,227	5,926,436	5,964,215	4,922,317	12,834	991,285	17%
Department Heads	138,483	143,532	143,532	103,597		39,935	28%
School Office - Secretaries & Supplies (Note 2)	3,470,170	3,726,085	3,692,081	2,818,171	69,125	838,789	23%
Transportation	10,875,410	11,122,977	11,265,365	10,154,304		968,673	9%
Transportation Amortization							
Operations & Maintenance - Schools (Note 2)	13,417,059	13,465,999	13,617,463	10,144,905	1,050,676	2,270,418	17%
Continuing Education	843,300	748,850	749,028	535,781	8,896	204,173	27%
Instructional Amortization	709,784	822,225	707,834			822,225	100%
Trustees	118,361	111,193	111,193	75,982	2,758	32,453	29%
Director & Supervisory Officers (Note 10)	1,181,340	871,078	881,339	864,566	6,977	(465)	
Board Administration (Note 2)	3,141,689	3,424,419	3,424,250	2,381,657	110,782	931,980	27%
Administration Amortization	52,091	61,132	54,517			61,132	100%
School Renewal/Condition Improvement (Note 3)	381,533	505,661	505,661			505,661	100%
Direct Capital and Approved Debt (Note 5)	2,106,202	2,477,396	2,382,964	1,662,577		814,819	33%
Pupil Accommodation Amortization (Note 6)	8,406,865	7,613,263	8,129,630	96,752		7,516,511	99%
Other Non-Operating Expenses (Note 11)	1,608,073	596,317	725,817	463,792		132,525	22%
Other Amortization and Write Downs	11,527						
	147,148,240	149,108,120	149,800,994	109,170,291	2,544,541	37,393,288	25%

May 2018 Month End Finance Report	Revenues	Current	Revised	Year-to-Date	Commitments	Budget	%
Revenues (Budget as approved June 28, 2017)	(Audited)	Budget	Estimates	Actual		Remaining	Remaining
	(Note 1)		(Note 8)				
MET Grants (Note 4)	87,623,996	92,402,850	94,365,486	82,465,229		9,937,621	11%
Other Provincial Grants (Note 4)	2,359,078	1,185,370	1,204,720	347,302		838,068	71%
Federal Grants and Fees (Tuition/Transportation)	2,325,277	2,425,026	2,496,569	2,494,036		(69,010)	
Municipal and Unorganized Taxes	41,851,692	42,907,878	41,487,907	30,601,701		12,306,177	29%
Other School Board Recoveries (Shared Facilities)	222,920	187,040	187,040	11,825		175,215	94%
Other Revenues (Note 6)	2,985,927	868,298	1,022,814	2,290,706		(1,422,408)	
Amortization of Deferred Capital Contributions	9,107,726	8,430,973	8,891,981			8,430,973	100%
	146,476,616	148,407,435	149,656,517	118,210,799	0	30,196,636	20%

**Near North District School Board
May 2018 Month End Report
Notes to the Financial Report for the Period Ended May 31, 2018**

Note 1 Prior Year Comparative Figures

The prior year comparative figures reflect the most recent audited financial statements for the year ended August 31, 2017. The audited financial statements for the year ended August 31, 2017 were approved by the Board of Trustees at the November 28, 2017 Board meeting.

Note 2 Issuance of Blanket Purchase Orders for Annual Costs

At the beginning of the current fiscal year, finance has requested that blanket purchase orders be generated for such annual expenses as utilities of gas, oil and electricity, telephone costs, photocopier copy charges as well as classroom computer network costs in order to streamline accounting processes. For this reason current commitments representing annual anticipated costs are charged immediately to the budget committing budget dollars. Then as actual invoices and bills are received throughout the year, the expense will be recorded in the year-to-date actual expense column with the commitment relieved.

Note 3 School Renewal and School Condition Improvement Grants

A School Board's annual School Renewal Allocation is comprised of renewal monies for expenditures that are of a capital nature as well as renewal monies of an operating nature to address operating/maintenance type expenditures. Current capital in-year school expenditures and capital commitments are not recorded in this budget line as these represent capital expenditures for School Renewal and School Condition Improvement capital projects. As per Ministry guidelines, only a small portion of School Renewal annual funding is permitted to be spent on non-capital expenditures (operating expenditures). Capital expenditures for School Renewal, School Condition Improvements and other capital projects including Land of Lakes Retrofit, Parry Sound Public School, planned Parry Sound JK-12 Build, Woodland Childcare and Greenhouse Gas Reduction Efficiency projects are funded by the Ministry, with funds flowed to School Boards after the filing of the March Report and the annual Financial Statements. The Ontario Financing Authority no longer finances long-term debt. The Ministry further provides funding for short-term interest expenditures.

Note 4 Other Provincial Grants

Provincial grants initially budgeted are only the grants whereby monies were confirmed at time of approving the 2017-2018 budget. These external grants include but are not limited to French as a Second Language, Odyssey French Language Monitor Program, Renewed Math Strategy, Community Use of Schools – Outreach Coordinator, Specialist High Skills Major, Indigenous Re-Engagement, Adult Basic Literacy, Ontario Youth Apprenticeship Program (OYAP), Early Years Leads Program and English as a Second Language. Other significant external grants will be received within the current operating year that has not been originally budgeted for. However in these cases, expenditures are not to exceed revenues with separate budgets established for these other external grants received to monitor revenues and expenditures. Other provincial grants that are from the Ministry of Education are reported in MET Grants in month end finance report. 53 External Grants have been received to-date this year in the amount of \$3.647 million.

Note 5 Direct Capital and Approved Debt

The Ministry recognizes the debt on all capital programs such as NPP, Good Places to Learn (Phases 1, 2, 3 and 4), Capital Priorities, School Consolidation Capital, Prohibitive to Repair, etc. based on eligible capital expenditures. For those long term capital expenditures related to prior capital programs that were funded through the Ontario Financing Authority (OFA), the Board will receive a cash flow from the Ministry of Education to meet their annual debt repayments of principal and interest payments. The March 2017 Ontario Financing Authority issue was the final opportunity for Boards to request long-term financing through the OFA. Moving forward in 2017/2018 with regard to capital projects, the Ministry will cash flow payments to Boards twice per year based on reported capital expenditures. The Ministry will continue to fund short-term interest costs related to these capital expenditures on a semi-annual basis.

**Near North District School Board
May 2018 Month End Report
Notes to the Financial Report for the Period Ended May 31, 2018**

Note 6 Other Revenues

Current year-to-date revenues include additional monies received not budgeted for. Refer to below schedule with regard to analysis of revenues budgeted, revenue received-to-date as well as prior year's revenues:

	August 2017 Revenues	Current Budget	Year-to-Date Actuals
Theatre Outreach ticket sales, donation, registration fees	23,842	20,000	861
Sale – Capital Recovery	19,075	-	-
Tuition Fees	403,465	463,960	477,817
Interest income	25,564	-	107,117
Release/Secondments (Wages/benefits recoverable income)	1,281,002	220,729	896,675
Incllement Weather Days	-	42,200	-
Hydro/Union Gas Rebates	81,120	-	-
Hydro One rebates and Solar Panel Revenues - Almaguin	-	20,000	20,001
Muskoka Language International	89,380	-	57,873
OSBIE 2017 surplus refund	98,855	-	103,546
WSIB claim refund	18,937	-	3,205
Ontario Arts Council	50,000	-	40,000
School College Work Study Initiative	-	-	-
Various rental incomes	88,897	70,000	49,190
Administration Fees	34,265	20,000	45,019
Consolidation – Transportation & Charity	198,831	-	-
C.O.D.E. – Technology and Learning Fund	152,886	-	112,066
C.O.D.E. – Student Injury Prevention Policy	-	-	9,494
Nipissing Parry Sound Catholic DSB (Psycho-educational Assessments)	76,600	-	38,000
Nipissing Parry Sound Transportation Consortium	18,228	-	7,018
IB Program Fees	26,900	-	31,050
Reversal of Previously Recorded Liability for Retirement Gratuities	145,192	-	-
Summer Literacy Program 2017	97,144	-	-
Northern Support Initiative	-	-	100,000
MA Wittick – Write down to FMV	-	-	96,752
CWA Foundation Grant (West Ferris)	-	-	10,000
CWA Foundation Grant (Chippewa)	-	-	28,000
CWA Foundation Grant (Almaguin)	-	-	14,000
Collingwood TV Productions (recovery of utility costs King George)	6,278	-	15,566
Ministry of Infrastructure – Dr. MacDougall holding cost	-	-	23,651
Various other incomes	49,466	11,409	3,805
	<u>\$ 2,985,927</u>	<u>\$ 868,298</u>	<u>\$ 2,290,706</u>

Note 7 Classroom Computers

The current budget of \$871,699 includes only classroom computer operational expenditures without expenditures of a capital nature. Until such time as year-end is completed, currently included in classroom computer operating expenditures is \$163,227 of capital expenditures which will be capitalized and removed from operating expenses.

Note 8 Revised Estimates

Current budget reflects the budget established for 2017-2018 school year as passed by the Board June 28, 2017.

Upon filing of the Board's Revised Estimates with the Ministry December 15, 2017, the Board is now reporting a compliant in-year deficit of \$144,477, which represents a decrease from Original Estimate's in-year deficit of \$700,685. This is a result of actual enrolment as captured at October 31, 2017 count date being up over projected enrolment by approximately 171 students. Also included in Revised Estimates Grant for Student Needs is new Rural and Northern Education Grant Allocation and expenditures of \$485,660.

Note 9 Supply Staff

Included in supply expenditures are replacement costs of \$72,074 representing federation release time and release time related to externally funded grants of \$12,388. Revenues are not netted against the expenditures but reported in Other Revenues – Release Time Recoverable Income and various MET Grants. Further a detailed analysis of supply cost accounts was undertaken to ensure that replacement costs are costed appropriately where an adjusting entry has been reflected in the April 2018 Month End Report. As was reported in April 2018 Month End Finance Report, Supply Costs will exceed budget. It is currently anticipated that savings, under-expenditures and unplanned revenues received during the year, will offset any deficits in Supply Costs.

**Near North District School Board
April 2018 Month End Report
Notes to the Financial Report for the Period Ended May 31, 2018**

Note 10 Director and Supervisory Officers

Included in salaries and benefits are two Supervisory Officer positions for Student Success and School Effectiveness Lead positions that are fully funded through the Learning Opportunities Grant of the annual Grant for Student Needs. Part of year-end processes require reallocating these costs to the Coordinator budget line to align with Ministry of Education allocations to match actual expenditures with revenues and budgeted dollars contained in Coordinator envelope as submitted in Ministry of Education EFIS (Electronic Financial Information System).

Note 11 Other Non-Operating Expenses

Other non-operating expenses include reverse tuition agreement payments, agency fees paid to Muskoka Language International and Youth Education Services Canada Inc., and litigation settlement payments.

Note 12 Texts and Learning Resources

Included in Texts and Learning Resources is \$1,167,613 of expenditures related to externally funded grants and remedy/one-time Ministry of Education payments, whereby revenues have been received to offset such expenditures. Subsequent to the May Month End Finance Report, remedy/one time payments will be reallocated and mapped to specific accounts as defined by the Ministry of Education.