



**PUBLIC AGENDA: 6:00pm**

1. Call to Order/Roll Call
2. HWDSB Land Acknowledgement
3. Approval of the Agenda
4. Work Plan 2024-2025
5. Interim Financial Status Report – February 28, 2025
6. Capital Projects Update
7. 2025-26 Budget Development (Verbal Update)
8. Key Parameters and Assumptions to Guide the Development of the 2025-2026 Budget
9. 2025-2026 School-Based Staffing Projections
10. Adjournment



## FINANCE AND FACILITIES COMMITTEE

March 27, 2025

### Interim Financial Status Report – February 28, 2025

Submitted By: Sheryl Robinson Petrazzini, Director of Education

Prepared By: Matthew Gerard, Associate Director, Business Services and Treasurer  
Jagoda Kirilo, Senior Manager of Financial Services

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#### Recommendation:

That the report be received as information by the Committee.

#### Background:

The Interim Financial Status Report presented is based on available information and assumptions as of February 28, 2025. Budget to actual trends were reviewed in order to forecast the Board's August 31, 2025, year-end position from a financial, staffing and enrolment perspective. The Interim Financial Status Report is prepared three times a year and presented to the Finance and Facilities Committee for review. The key reporting dates are November 30, February 28, and April 30.

The Interim Financial Status Report (Appendix A) consists of:

- Enrolment information, showing budgeted, forecasted and in-year change, in numeric and graph format, with explanations of key variances;
- Staffing information, showing budgeted, forecasted and in-year change, in numeric and graph format, with explanations of key variances;
- Financial information comparing the year-end forecast to the Budget, with explanations of key variances;
- Summarization of all information presented, in numeric and graph format, with explanations of key variances.

#### Status:

The 2024-25 revenue budget shows an increase in projected revenue of \$482,787. Since the revised budget was filed with the Ministry in December 2024, the Board is projecting additional interest revenue as interest rates continue to remain higher than estimated. In addition, we are projecting additional community use and rental revenue based on the year-to-date actuals

generated. As a result of finalized enrolment for October 31<sup>st</sup> the Board is projecting a decrease in CORE Education funding due to an enrolment reduction of 45 Average Daily Enrolment (ADE) in elementary and 59.62ADE in secondary. The Board's enrolment forecast for 2024-25 is higher by 61.55ADE than the 2023-24 actual enrolment.

Expenditures are projected to be \$482,787 over the revised budget. This is due to the projected increased maintenance and caretaking costs (based on spending to date) partially offset by a projected under budget in other operating expenditures as a result of vacancies. Supply costs continue to remain high as they relate to sick and personal leaves. The projected overspend in supply costs for most occupational groups are offset with vacancies.

**Financial Implications:**

As the Financial Status Report in Appendix A shows, the Forecast for spending as of August 31, 2025, based on expenditures and revenue as of February 28, 2025, is balanced and no surplus or deficit is projected. As with all forecasts, as new information is received or as assumptions change, the resulting Interim Financial Reports will be updated accordingly.

**Strategic Directions:**

*Building a Sustainable Education System – We will adapt to a rapidly changing world through responsible fiscal management, investing equitably in accessible and sustainable facilities and supporting a robust workforce.*

Summary of Financial Results

	Estimates	Revised Estimates	Forecast	In-Year Change	
				\$	%
Revenues					
Operating Grants	684,092,305	704,046,010	702,398,797	(1,647,213)	(0.2%)
Capital & Debt	46,221,081	45,307,847	45,307,847	-	-
Responsive Education Programs	12,520,509	16,950,895	16,950,895	-	-
Other Revenue	11,680,425	11,669,775	13,799,775	2,130,000	18.2%
Total Revenues	754,514,320	777,974,527	778,457,314	482,787	0.1%
Expenditures					
Classroom	607,166,100	628,859,808	627,765,009	(1,094,799)	(0.2%)
Other Operating	17,311,990	18,472,251	17,360,500	(1,111,751)	(6.4%)
Transportation	22,244,719	22,349,555	22,349,555	-	-
Pupil Accommodation	106,791,511	107,292,913	110,857,250	3,564,337	3.3%
Other	1,000,000	1,000,000	125,000	(875,000)	(87.5%)
Total Expenditures	754,514,320	777,974,527	778,457,314	482,787	0.1%
Surplus/(Deficit)	-	-	-	-	-

Changes in Revenue

Operating grants are projected to be \$1.6m under revised budget due to a decrease in finalized October 31st enrolment. Other Revenue is projected to be \$2.1m over revised budget due to increased interest income and increased community use of schools revenue based on year to date actual revenue.

Changes in Expenditure

Classroom expenses are projected to be under budget by approximately \$1.1m as a result of position vacancies offset by an increase in supply costs. Other operating expenses are projected to be under budget by \$1.1m as a result of vacancies. The projected pupil accommodation increase of \$3.6m relates to maintenance and caretaking costs.

Surplus/(Deficit)

This projection is based on year to date revenue and expenditures as of February 28, 2025 and projected expenditures until August 31, 2025. At this time no surplus or deficit is projected.

We will continue to monitor the assumptions and information used in compiling this forecast and will revise the forecast as necessary.

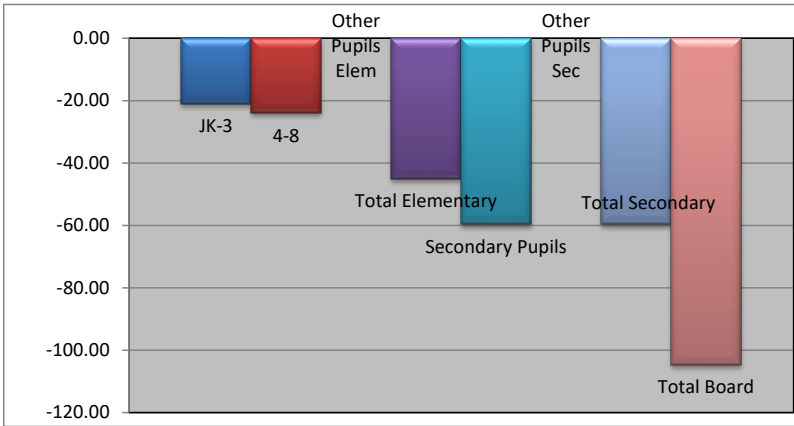
NOTE: Budget to actual trends were reviewed in order to forecast August 31st year-end position.

As with all forecasts, as information or assumptions change, this information will be updated accordingly. ADE = Average Daily Enrolment

Summary of Enrolment

	Estimates	Revised Estimates	Forecast	Increase (Decrease)	
				#	%
Elementary					
JK-3	18,701.00	18,504.00	18,483.00	(21.00)	(0.1%)
4-8	19,227.00	19,265.50	19,241.50	(24.00)	(0.1%)
Other Pupils	22.00	20.00	20.00	0.00	-
Total Elementary	37,950.00	37,789.50	37,744.50	(45.00)	(0.1%)
Secondary <21					
Pupils of the Board	14,671.00	14,342.25	14,282.63	(59.62)	(0.4%)
Other Pupils	139.00	135.50	135.50	0.00	-
Total Secondary	14,810.00	14,477.75	14,418.13	(59.62)	(0.4%)
Total	52,760.00	52,267.25	52,162.63	(104.62)	(0.2%)

Changes in Enrolment: Approved Budget versus Forecast



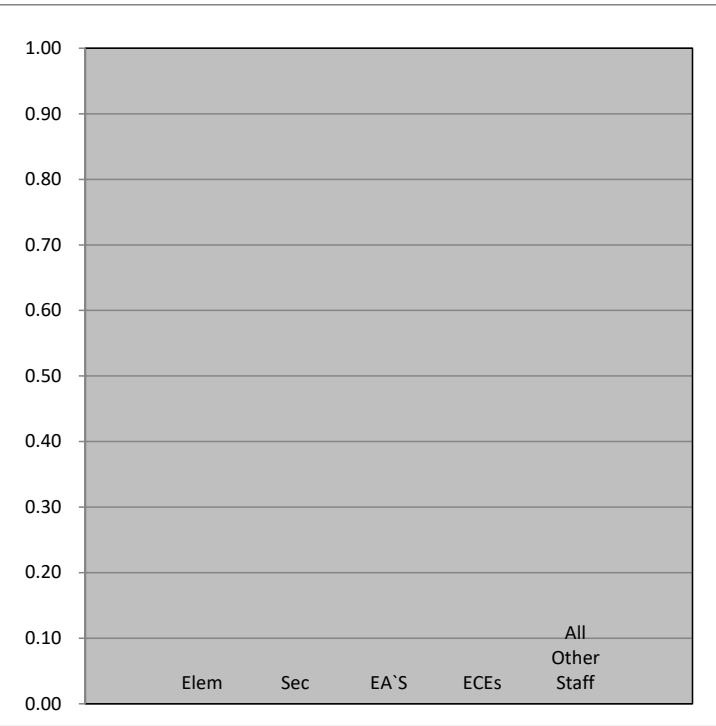
Highlights of Changes in Enrolment:

Elementary enrolment and secondary enrolment is projected to be 45 ADE and 59.62 ADE respectively below revised estimates as a result of the October 31st finalized enrolment. Enrolment for the 2024-25 school year is higher by 61.55 ADE over the 2023-24 school year.

Summary of Staffing

	Estimates	Revised Estimates	Forecast	Increase (Decrease)	
Full-Time Equivalent				#	%
Program Instruction					
Program Instruction	5,020.00	5,023.50	5,023.50	0.00	0.0%
Program Support	576.00	569.00	569.00	0.00	0.0%
Capital	7.00	7.00	7.00	0.00	0.0%
Total	5,603.00	5,599.50	5,599.50	0.00	0.0%

Changes in Staffing: Approved Budget versus Forecast



Highlights of Changes in Staffing:

There is no projected change to FTE based on what was budgeted at Revised Estimates



## FINANCE AND FACILITIES COMMITTEE

March 27, 2025

### Capital Projects Update

Submitted By: Sheryl Robinson Petrazzini, Director of Education

Prepared By: Matthew Gerard, Associate Director, Business Services and Treasurer  
David Anderson, Senior Manager, Facility Services  
Amie Myszkowski, Manager, Capital Projects

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#### Recommendation:

That the report be received as information by the Committee.

#### Background:

On December 17, 2024, Trustees were provided with an update on capital projects in progress. This report is part of Facility Services Staff's on-going commitment to update Trustees regarding the status of capital projects, on a regular basis.

#### Status:

A summary of all the capital projects, by category, in various phases, is provided in Appendix A. Summaries are categorized by each project's general scope of work description and project initiative. The project status updates are current as of March 17, 2025.

Staff continue to deliver a number of Capital projects, which include school renewal work and new school construction projects.

There are a number of factors affecting the progress of capital projects, in particular:

- Unforeseen site conditions
- Delays with material deliveries, specifically HVAC equipment
- Asbestos abatement

Board staff will continue to update Trustees as to the status of these projects, on a regular basis.

**Financial Implications:**

Projects are funded through one of, or a combination of, the following sources:

1. School Renewal Allocation (SRA)
2. School Condition Improvement (SCI)
3. Capital Priorities (CP)
4. Proceeds of Disposition (POD)

**Strategic Directions:**

*Building a sustainable Education system. We will adapt to a rapidly changing world through responsible fiscal management, investing equitably in accessible and sustainable facilities, and supporting a robust workforce.*

School Renewal Projects						
Accessibility						
School	Description	Allocated Budget (2023/24)	Allocated Budget (2024/25)	Phase	Final Cost (All Years)	Project Status
AM Cunningham	Front Entrance Renovation - New Entry Doors			Complete	\$ 245,000	Complete.
AM Cunningham	Gym Renovation Project (stage Lift)			Complete	\$ 150,000	Complete with deficiencies.
AM Cunningham	Universal Washroom			Complete	\$ 655,000	Complete with deficiencies.
Adelaide Hoodless	Gym Renovation Project (stage Lift)			Complete	\$ 300,000	Complete.
Ancaster High	Washroom and Changeroom Renovation (accessible stalls and showers)	\$ 200,000		Construction		Multiple year project. Construction continues into Spring 2025.
Buchanan Park	Student Washroom Renovation (accessible stalls)		\$ 300,000	Design		Project initiated Spring 2024. Construction anticipated in Summer 2025.
Central	Gym Renovation Project (stage Lift)			Complete	\$ 270,000	Complete.
Dalewood	Stage Lift		\$ 150,000	Construction		Construction commenced Winter 2025 and continues into Spring 2025.
Dundas Valley	Washroom and Changeroom Renovation (accessible stalls and showers)			Complete	\$ 150,000	Complete.
Dundas Valley	Front Entrance Renovations - Concrete Replacement at Front Entrance			Complete	\$ 181,000	Complete.
Franklin Road	Student Washroom Renovation (accessible stalls)		\$ 200,000	Design		Project initiated Spring 2024. Construction anticipated in Spring 2025.
George L Armstrong	Gym Renovation Project (stage Lift)			Complete	\$ 150,000	Complete with deficiencies.
Glendale	Front Entrance Renovations - New Barrier Free Entry Doors			Complete	\$ 222,000	Complete.
Glendale	Washroom and Changeroom Renovation (accessible stalls and showers)			Complete	\$ 100,000	Complete.
Hess Street	Gym Renovation Project (stage Lift)			Complete	\$ 150,000	Complete.
Highview	Accessible Barrier Free Washroom Stalls		\$ 50,000	Construction		Construction commenced March 2025. Construction continues into Summer 2025.
Janet Lee	Gym Renovation Project (stage Lift)			Complete	\$ 150,000	Complete.
Kanetskare	Accessible Washroom			Complete	\$ 155,000	Complete.
Michaelle Jean	Accessible Barrier Free Washroom Stalls			Complete	\$ 50,000	Complete.
Norwood Park	Gym Renovation Project (stage Lift)			Complete	\$ 150,000	Complete.
Norwood Park	Main Entrance Ramp			Complete	\$ 76,500	Complete.
Orchard Park	Washroom, Changeroom Renovation (accessible stalls and showers)		\$ 225,000	Construction		Construction commenced Summer 2024 and continues into Spring 2025.
Orchard Park	Main Entrance & Foyer Enhancement		\$ 100,000	Design		Project initiated Spring 2024. Construction anticipated in Summer 2025.
Parkdale	Exterior Ramp & Stair Lift	\$ 400,000		Construction		Construction commenced Summer 2024 and continues into Spring 2025.
Pauline Johnson	Accessible Barrier Free Washroom Stalls			Complete	\$ 50,000	Complete with deficiencies.
Richard Beasley	Stage Lift		\$ 150,000	Design		Project initiated Spring 2024. Construction anticipated in Summer 2025.
Richard Beasley	Main Entry Ramp		\$ 300,000	Design		Project initiated Spring 2024. Construction anticipated in Summer 2025.
Sherwood	Accessible Barrier Free Washroom Stalls and Single-Use Washrooms			Complete	\$ 250,000	Complete.
Sir Isaac Brock	Barrier Free List and Universal Washroom			Complete	\$ 500,000	Complete.
Sir Winston Churchill	Accessible Barrier Free Washroom Stalls			Complete	\$ 500,000	Complete.
Sir Winston Churchill	Changeroom Renovation (accessible stalls and showers)			Complete	\$ 200,000	Complete.
Sir Winston Churchill	Front Entrance Renovation and Ramp Replacement	\$ 150,000		Construction		Construction commenced Summer 2024 and continues into Spring 2025.
Viscount Montgomery	Gym Renovation Project (stage Lift)			Complete	\$ 150,000	Complete.
Waterdown	Washroom, Changeroom and Cafeteria (accessible stalls and showers)	\$ 150,000	\$ 150,000	Construction		Construction commenced Summer 2024 and continues into Spring 2025.
Westdale	Changeroom Renovation (accessible stalls and showers)		\$ 450,000	Design		Project initiated Spring 2024. Construction anticipated in Summer 2025.
Westmount	Stage Lift			Complete	\$ 150,000	Complete.
Westwood	Stage Lift		\$ 150,000	Initiation		Project initiated Fall 2024. Construction anticipated in Summer 2025.
W.H. Ballard	Washroom Renovation, Front Entrance Ramp Renovations		\$ 500,000	Design		Project initiated Spring 2024. Construction anticipated in Summer 2025.
Subtotal:		\$ 900,000	\$ 2,725,000		\$ 4,954,500	
Changeroom Renovations						
School	Description	Remaining Budget (2023/24)	Remaining Budget (2024/25)	Phase	Final Cost (All Years)	Project Status
Ancaster High	Changeroom Renovation	\$ 350,000		Construction		Multiple year project. Construction continues into Spring 2025.
Glendale	Changeroom Renovation			Complete	\$ 1,000,000	Complete.
Dundas Valley	Changeroom Renovation			Complete	\$ 667,500	Complete.
Orchard Park	Changeroom Renovation	\$ 600,000		Construction		Construction commenced Summer 2024 and continues into Spring 2025.
Sir Winston Churchill	Changeroom Renovation			Complete	\$ 800,000	Complete.
Waterdown	Changeroom Renovation	\$ 400,000		Construction		Construction commenced Summer 2024 and continues into Spring 2025.
Westdale	Changeroom Renovation		\$ 800,000	Design		Project initiated Spring 2024. Construction anticipated in Summer 2025.
Subtotal:		\$ 1,350,000	\$ 800,000		\$ 2,467,500	

Corridor Ceiling Replacement						
School	Description	Remaining Budget (2023/24)	Remaining Budget (2024/25)	Phase	Final Cost (All Years)	Project Status
AM Cunningham	New Ceilings/LED Lights in Corridors			Complete	\$ 436,000	Complete.
Adelaide Hoodless	New Ceilings/LED Lights in Corridors			Complete	\$ 500,000	Complete.
Bennetto	New Ceilings/LED Lights in Corridors			Complete	\$ 250,000	Complete.
Central	New Ceilings/LED Lights in Corridors			Complete	\$ 300,000	Complete.
Franklin Road	New Ceilings/LED Lights in Corridors		\$ 325,000	Design		Project initiated Spring 2024. Construction anticipated in summer 2025.
George L Armstrong	New Ceilings/LED Lights in Corridors			Complete	\$ 475,000	Complete with deficiencies.
Hess Street	New Ceilings/LED Lights in Corridors		\$ 500,000	Design		Project initiated Spring 2024. Construction anticipated in Summer 2025.
Janet Lee	New Ceilings/LED Lights in Corridors			Complete	\$ 300,000	Complete.
Kanetskare	New Ceilings/LED Lights in Corridors			Complete	\$ 350,000	Complete.
Lake Ave.	New Ceilings/LED Lights in Corridors			Complete	\$ 300,000	Complete.
Mary Hopkins	New Ceilings/LED Lights in Corridors			Complete	\$ 600,000	Complete with deficiencies.
Michaelle Jean	New Ceilings/LED Lights in Corridors			Complete	\$ 300,000	Complete.
Norwood Park	New Ceilings/LED Lights in Corridors			Complete	\$ 300,000	Complete.
Parkdale	New Ceilings/LED Lights in Corridors			Complete	\$ 273,000	Complete.
Sir Allan MacNab	New Ceilings/LED Lights in Corridors	\$ 625,000	\$ 175,000	Construction		Construction commenced Summer 2024 and continues into Spring 2025.
Viscount Montgomery	New Ceilings/LED Lights in Corridors			Complete	\$ 450,000	Complete.
Subtotal:		\$ 625,000	\$ 1,000,000		\$ 4,834,000	
Dust Collectors						
School	Description	Remaining Budget (2023/24)	Remaining Budget (2024/25)	Phase	Final Cost (All Years)	Project Status
Ancaster High	Dust Collector Replacement			Complete	\$ 450,000	Complete.
Dundas Valley	Dust Collector Replacement			Complete	\$ 450,000	Complete.
Orchard Park	Dust Collector Replacement		\$ 450,000	Design		Project initiated Spring 2024. Construction anticipated in Summer 2025.
Sherwood	Dust Collector Control Replacement & Maintenance			Complete	\$ 315,583	Complete.
Waterdown	Dust Collector Replacement		\$ 450,000	Design		Project initiated Spring 2024. Construction anticipated in Summer 2025.
Westdale	Dust Collector Replacement			Complete	\$ 465,000	Complete.
Westmount	Dust Collector Replacement			Complete	\$ 530,000	Complete.
Subtotal:		\$ -	\$ 900,000		\$ 2,210,583	
Electrical						
School	Description	Remaining Budget (2023/24)	Remaining Budget (2024/25)	Phase	Final Cost (All Years)	Project Status
Mary Hopkins	HVAC Renovations (transformer upgrade)			Complete	\$ 600,000	Complete with deficiencies.
Sherwood	Transformer Replacement		\$ 500,000	Design		Project initiated Spring 2024 Construction anticipated in Summer 2025.
Sherwood	School Electrical, IT & BAS Cabling Replacement			Complete	\$ 2,900,000	Complete.
WH Ballard	HVAC Renovations - Phase 2 (transformer upgrade)			Complete	\$ 900,000	Complete.
Subtotal:		\$ -	\$ 500,000		\$ 4,400,000	
First Floor Corridor Renovations						
School	Description	Remaining Budget (2023/24)	Remaining Budget (2024/25)	Phase	Final Cost (All Years)	Project Status
Kanetskare	Corridor Painting and Flooring Replacement		\$ 500,000	Design		Project initiated Spring 2024. Construction anticipated in Summer 2025.
Westview	Corridor and Stairwell Painting		\$ 150,000	Design		Project initiated Spring 2024. Construction commenced over March break and continues in Summer 2025.
Subtotal:		\$ -	\$ 650,000		\$ -	



Quarterly Capital Update

Ground Signs						
School	Description	Remaining Budget (2023/24)	Remaining Budget (2024/25)	Phase	Final Cost (All Years)	Project Status
CB Stirling	Ground Sign Installation			Complete	34,000	Complete.
Helen Detwiler	Ground Sign Installation			Complete	34,000	Complete.
Hess	Ground Sign Installation	\$ 40,000		Design		Project initiated Spring 2024. Signage is being manufactured. Construction to commence in Spring 2025.
RA Riddell	Ground Sign Installation			Complete	34,000	Complete.
Subtotal:		\$ 40,000	\$ -		\$ 102,000	
Gym Renovations						
School	Description	Remaining Budget (2023/24)	Remaining Budget (2024/25)	Phase	Final Cost (All Years)	Project Status
AM Cunningham	Gym Renovation			Complete	\$ 500,000	Complete with deficiencies.
Adelaide Hoodless	Gym Renovation			Complete	\$ 1,754,000	Complete.
Buchanan Park	Gym Renovation		\$ 300,000	Design		Project initiated Spring 2024. Construction anticipated in Summer 2025.
Central	Gym Renovation			Complete	\$ 500,000	Complete.
George L Armstrong	Gym Renovation			Complete	\$ 750,000	Complete with deficiencies.
Hess Street	Gym Renovation			Complete	\$ 475,000	Complete.
Holbrook	Gym Renovation		\$ 400,000	Design		Project initiated Spring 2024. Construction anticipated in Summer 2025.
Janet Lee	Gym Renovation			Complete	\$ 450,000	Complete.
Kanetskare	Gym Renovation			Complete	\$ 934,000	Complete.
Lake Ave.	Gym Renovation			Complete	\$ 566,000	Complete.
Michaelle Jean	Gym Flooring Renovations			Complete	\$ 100,000	Complete.
Norwood Park	Gym Renovations			Complete	\$ 450,000	Complete.
Parkdale	Gym Renovation			Complete	\$ 300,000	Complete.
Sherwood	Gym Flooring Renovations			Complete	\$ 400,000	Complete.
Viscount Montgomery	Gym Renovations			Complete	\$ 550,000	Complete.
Westwood	Gym Renovations		\$ 350,000	Initiation		Project initiated Fall 2024. Construction anticipated in Summer 2025.
Subtotal:		\$ -	\$ 700,000		\$ 7,729,000	
Interior Renovations & Painting						
School	Description	Remaining Budget (2023/24)	Remaining Budget (2024/25)	Phase	Final Cost (All Years)	Project Status
Ancaster High	Hospitality and Tourism			Complete	\$ 1,100,000	Complete.
George L Armstrong	Art, Science, and Learning Commons renovations			Complete	\$ 300,000	Complete.
Glendale	Cafeteria Renovation			Complete	\$ 174,000	Complete.
Janet Lee	Science, and Art Room Renovation			Complete	\$ 200,000	Complete.
Kanetskare	Science, and Art Room Renovation			Complete	\$ 250,000	Complete.
Parkdale	Kindergarten Renovations			Complete	\$ 380,000	Complete.
Sherwood	Secondary School Revitalization			Complete	\$ 10,322,000	Complete.
Sir Isaac Brock	Interior Renovation			Complete	\$ 1,000,000	Complete.
Sir Winston Churchill	Cafeteria Renovation			Complete	\$ 300,000	Complete.
Sir Winston Churchill	Manufacturing Room Renovation			Complete	\$ 850,000	Complete.
Sir Winston Churchill	Stairwell Renovations			Complete	\$ 250,000	Complete.
Waterdown	Cafeteria Renovation			Complete	\$ 200,000	Complete.
Westdale	Cafeteria Renovation			Complete	\$ 213,000	Complete.
Westmount	Cafeteria Renovation			Complete	\$ 340,000	Complete.
Yorkview	Stairwell Renovation			Complete	\$ 230,000	Complete.
Subtotal:		\$ -	\$ -		\$ 16,109,000	

Quarterly Capital Update

Lockdown Hardware						
School	Description	Remaining Budget (2023/24)	Remaining Budget (2024/25)	Phase	Final Cost (All Years)	Project Status
Ancaster Senior	Lockdown Hardware			Complete	\$ 25,000	Complete.
Lisgar	Lockdown Hardware			Complete	\$ 25,000	Complete.
Various	Lockdown Speakers			Complete	\$ 78,000	Complete.
Queen Victoria	Lockdown Hardware			Complete	\$ 48,000	Complete.
Queen Mary	Lockdown Hardware			Complete	\$ 52,000	Complete.
Waterdown	Lockdown Hardware		\$ 130,000	Design		Project initiated early 2025. Construction anticiapted in Summer 2025.
Subtotal:		\$ -	\$ 130,000		\$ 228,000	
Main Entrance and Foyer Renovations						
School	Description	Budget (2023/24)	Budget (2024/25)	Phase	Final Cost (All Years)	Project Status
Orchard Park	Main Entrance & Foyer Enhancement		\$ 900,000	Design		Project initiated Spring 2024. Construction anticipated in Summer 2025.
Waterdown	Main Entrance & Foyer Enhancement		\$ 500,000	Design		Project initiated Spring 2024. Construction anticipated in Summer 2025.
WH Ballard	HVAC Renovations - Phase 2 (Main Foyer Updates)			Complete	\$ 500,000	Complete.
Subtotal:		\$ -	\$ 1,400,000		\$ 500,000	
Mechanical Upgrades						
School	Description	Allocated Budget (2023/24)	Allocated Budget (2024/25)	Phase	Final Cost (All Years)	Project Status
Ancaster High	Washroom and Changeroom Renovation (piping replacement)	\$ 400,000	\$ 400,000	Construction		Multiple year project. Construction continues into Spring 2025.
Earl Kitchener	HVAC Renovations			Complete	\$ 3,250,000	Complete.
GL Armstrong	Gym RTU			Complete	\$ 400,000	Complete with deficiencies.
Glendale	Boiler & AHU Replacement	\$ 700,000	\$ 1,000,000	Construction		Construction commenced Summer 2024 and continues into Summer 2025.
Gordon Price	Gym RTU	\$ 500,000		Design		Project initiated Summer 2023. Redesign required due to structural concerns. Construction anticipated in Summer 2025 by Operations & Maintenance.
Hess Street	Gym RTU		\$ 400,000	Design		Project initiated Spring 2024. Construction anticipated in Summer 2025.
Highview	Heat & Water Distribution Replacement			Complete.	\$ 537,000	Complete.
Hill Park	Boiler & Pump Replacement		\$ 1,250,000	Design		Project initiated Spring 2024. Construction anticipated in Summer 2025.
Mary Hopkins	HVAC Renovations			Construction	\$ 1,900,000	Complete with deficiencies.
Parkdale	HVAC Renovations			Complete	\$ 2,735,000	Complete.
Sherwood	HVAC Ducting Replacement			Complete	\$ 2,850,000	Complete with deficiencies.
Sir Isaac Brock	UV Installation			Complete	\$ 250,000	Complete with deficiencies.
WH Ballard	HVAC Renovations - Phase 1			Complete	\$ 2,380,000	Complete.
WH Ballard	HVAC Renovations - Phase 2			Complete	\$ 4,700,000	Complete with deficiencies.
Subtotal:		\$ 1,600,000	\$ 3,050,000		\$ 19,002,000	
Music Room Renovations						
School	Description	Budget (2023/24)	Budget (2024/25)	Phase	Final Cost (All Years)	Project Status
Franklin Road	Music Room Renovation		\$ 100,000	Design		Project initiated Spring 2024. Construction anticipated in Summer 2025.
George L Armstrong	Music Room Renovation			Complete	\$ 100,000	Complete with deficiencies.
Janet Lee	Music Room Renovation			Complete	\$ 100,000	Complete.
Kanetskare	Music Room Renovation			Complete	\$ 100,000	Complete.
Lisgar	Music Room Renovation		\$ 125,000	Design		Project initiated Spring 2024. Construction anticipated in Summer 2025.
Subtotal:		\$ -	\$ 225,000		\$ 300,000	

Quarterly Capital Update

Other						
School	Description	Budget (2023/24)	Budget (2024/25)	Phase	Final Cost (All Years)	Project Status
CB Stirling	Portapak Demolition			Complete	\$ 420,000	Complete.
Dundas Valley	Black Box Renovation			Complete	\$ 547,000	Complete.
Flamborough Centre	Septic System Replacement	\$ 100,000	\$ 100,000	Design		Project initiated Fall 2023. Construction anticipated in 2025/26 school year pending MECP approvals.
Mary Hopkins	Classroom Ceiling & LED Lighting Replacement			Complete	\$ 800,000	Complete with deficiencies.
Sherwood	Auditorium Ceiling Replacement			Complete	\$ 1,000,000	Complete with deficiencies.
Sherwood	Chimney Replacement			Complete	\$ 800,000	Complete.
Sherwood	Elevator Abatement & Maintenance			Complete	\$ 500,000	Complete.
Sherwood	Classroom Millwork Replacement			Complete	\$ 203,000	Complete.
Various	Anniversary Spruce Up		\$ 82,500	Ongoing		Ongoing.
Subtotal:		\$ 100,000	\$ 182,500		\$ 4,270,000	
Paving & Site Renovations						
School	Description	Budget (2023/24)	Budget (2024/25)	Phase	Final Cost (All Years)	Project Status
AM Cunningham	FDK Artificial Turf Installation and expansion			Complete	\$ 75,000	Complete.
Ancaster High	Parking Lot Paving - Phase 2			Complete	\$ 555,000	Complete.
Ancaster High	Parking Lot Paving - Phase 3			Complete	\$ 385,000	Complete.
Ancaster High	Parking Lot Paving - Phase 4 (final)		\$ 500,000	Design		Project initiated Spring 2024 Construction anticipated in Summer 2025.
Balaclava	Parking Lot Paving			Complete	\$ 250,000	Complete.
Central	Playground Paving			Complete	\$ 85,000	Complete.
Chedoke	Playground Paving			Complete	\$ 133,000	Complete.
Eastdale	Parking Lot Expansion		\$ 200,000	Design		Project initiated Spring 2024 and bundled with Portapak project. Construction to commence Summer 2025.
Helen Detwiler	Parking Lot Paving			Complete	\$ 275,000	Complete.
Hess	Playground Paving & Artificial Turf			Complete	\$ 943,000	Complete.
Janet Lee	Parking Lot Paving			Complete	\$ 400,000	Complete.
Kanetskare	Parking Lot Paving			Complete	\$ 180,000	Complete.
Lake Ave.	Playground Paving			Complete	\$ 100,000	Complete.
Mountview	Parking Lot Paving			Complete	\$ 114,000	Complete.
Parkdale	Parking Lot Paving			Complete	\$ 178,000	Complete.
Queen Mary	Playground Paving & Artificial Turf			Complete	\$ 800,000	Complete.
Ridgemount	Playground Paving			Complete	\$ 153,000	Complete.
Rousseau	Parking Lot Paving			Complete	\$ 77,000	Complete.
Sherwood	Artificial Turf Field			Complete	\$ 3,350,000	Complete with deficiencies.
Viola Desmond	Parking Lot Expansion			Complete	\$ 205,000	Complete.
Westdale	Artificial Turf Field			Complete	\$ 1,642,000	Complete.
Yorkview	Playground Paving		\$ 400,000	Design		Project initiated Spring 2024. Construction anticipated in Summer 2025.
Subtotal:		\$ -	\$ 1,100,000		\$ 9,900,000	

Quarterly Capital Update

Roofing Replacements						
School	Description	Budget (2023/24)	Budget (2024/25)	Phase	Final Cost (All Years)	Project Status
Ancaster High	Roof Replacement			Complete	\$ 1,154,000	Complete.
Buchanan Park	Roof Replacement			Complete	\$ 665,000	Complete.
CB Stirling	Roof Replacement			Complete	\$ 615,000	Complete.
Dundana	Roof Replacement		\$ 400,000	Design		Project initiated Spring 2024. Construction anticipated in Summer 2025.
Dundas Central	Roof Replacement			Complete	\$ 361,000	Complete.
Glendale	Roof Replacement - Phase 1			Complete	\$ 775,000	Complete.
Glendale	Roof Replacement - Phase 2			Complete	\$ 775,000	Complete.
George L Armstrong	Roof Replacement		\$ 675,000	Design		Project initiated Spring 2025. Construction anticipated in Summer 2025.
Gordon Price	Roof Replacement - Phase 1			Complete	\$ 605,000	Complete
Gordon Price	Roof Replacement - Phase 2		\$ 25,000	Design		Project initiated Spring 2023. Put on hold to complete Roof Top Unit (RTU) replacement required. Construction anticipated in Summer 2026.
Helen Detwiler	Roof Replacement			Complete	\$ 1,502,000	Complete.
Hill Park	Roof Replacement - Phase 1			Complete	\$ 985,000	Complete.
Hill Park	Roof Replacement - Phase 2			Complete	\$ 1,400,000	Complete.
Mount Hope	Roof Replacement			Complete	\$ 302,000	Complete.
Richard Beasley	Roof Replacement			Complete	\$ 420,000	Complete.
Sherwood	Roof Structure Replacement including abatement			Complete	\$ 1,800,000	Complete.
Strathcona	Roof Replacement			Complete	\$ 435,000	Complete.
Yorkview	Roof Replacement			Complete	\$ 242,000	Complete.
Subtotal:		\$ -	\$ 1,100,000		\$ 12,036,000	
Security Projects						
School	Description	Budget (2023/24)	Budget (2024/25)	Phase	Final Cost (All Years)	Project Status
Various	Security - Secondary School Access Cards	\$ 250,000	\$ 250,000	Ongoing		Ongoing.
Sherwood	Additional Security Cameras & Cabling			Complete	\$ 200,000	Complete.
Subtotal:		\$ 250,000	\$ 250,000		\$ 200,000	

Quarterly Capital Update

Student Washroom Renovations						
School	Description	Budget (2023/24)	Budget (2024/25)	Phase	Final Cost (All Years)	Project Status
Ancaster High	Student Washroom Renovation	\$ 750,000		Construction		Multiple year project. Construction continues into Spring 2025.
Buchanan Park	Student Washroom Renovation		\$ 700,000	Design		Project initiated Spring 2024. Construction anticipated in Summer 2025.
Central	Student Washroom Renovation			Complete	\$ 510,000	Complete with deficiencies.
Dundas Valley	Student Washroom Renovation			Complete	\$ 667,500	Complete.
Eastdale	Student Washroom Renovation			Complete	\$ 340,000	Complete.
Franklin Road	Student Washroom Renovation		\$ 300,000	Design		Project initiated Spring 2024. Construction anticipated in Summer 2025.
George L Armstrong	Student Washroom Renovation			Complete	\$ 925,000	Complete.
Glendale	Student Washroom Renovation			Complete	\$ 1,000,000	Complete.
Hess Street	Student Washroom Renovation			Complete	\$ 475,000	Complete.
Highview	Student Washroom Renovation		\$ 550,000	Design		Project initiated Spring 2024. Construction anticipated in Summer 2025.
Janet Lee	Student Washroom Renovation			Complete	\$ 550,000	Complete.
Lake Ave	Student Washroom Renovation		\$ 400,000	Design		Project Initiated Summer 2024. Construction anticipated in Summer 2025.
Memorial City	Student Washroom Renovation			Complete	\$ 515,000	Complete.
Michaelle Jean	Student Washroom Renovation			Complete	\$ 450,000	Complete.
Millgrove	Student Washroom Renovation			Complete	\$ 325,000	Complete.
Norwood Park	Student Washroom Renovation			Complete	\$ 580,000	Complete.
Orchard Park	Student Washroom Renovation	\$ 600,000		Construction		Construction commenced Summer 2024 and continues into Spring 2025.
Pauline Johnson	Student Washroom Renovation	\$ 450,000		Construction		Construction commenced Summer 2024 and continues into Spring 2025.
Richard Beasley	Student Washroom Renovation		\$ 600,000	Design		Project initiated Spring 2024. Construction anticipated in Summer 2025.
Sir Winston Churchill	Student Washroom Renovation			Complete	\$ 1,177,000	Complete.
Yorkview	Student Washroom Renovation			Complete	\$ 445,000	Complete.
Waterdown	Student Washroom Renovation	\$ 400,000		Construction		Construction commenced Summer 2024 and continues into Spring 2025.
W.H. Ballard	Student Washroom Renovation		\$ 1,000,000	Design		Project initiated Spring 2024. Construction anticipated in Summer 2025.
Subtotal:		\$ 2,200,000	\$ 3,550,000		\$ 7,959,500	
Windows and Exterior Door Replacement Renovations						
School	Description	Budget (2023/24)	Budget (2024/25)	Phase	Final Cost (All Years)	Project Status
Balaclava	Window and Door Replacement			Complete	\$ 302,000	Complete.
Billy Green	Window and Door Replacement			Complete	\$ 331,000	Complete.
CB Stirling	Window and Door Replacement			Complete	\$ 470,000	Complete.
Central	Window and Door Replacement			Complete	\$ 596,000	Complete.
Dundas Valley	Window Replacement (Circle)			Complete	\$ 940,000	Complete.
Glendale	Window and Door Replacement			Complete	\$ 2,250,000	Complete.
Helen Detwiler	Window and Door Replacement			Complete	\$ 407,000	Complete.
Janet Lee	Window and Door Replacement			Complete	\$ 294,000	Complete.
Lincoln Alexander	Window and Door Replacement		\$ 400,000	Design		Project initiated Spring 2024. Construction anticipated in Summer 2025.
Lisgar	Window and Door Replacement		\$ 400,000	Design		Project initiated Spring 2024. Construction anticipated in Summer 2025.
Michaelle Jean	Window and Door Replacement			Complete	\$ 300,000	Complete.
Mount Albion	Window and Door Replacement			Complete	\$ 616,000	Complete.
Richard Beasley	Window and Door Replacement		\$ 700,000	Design		Project initiated Spring 2024. Construction anticipated in Summer 2025.
Sir Wilfrid Laurier	Window and Door Replacement			Complete	\$ 691,000	Complete.
Westview	Window and Door Replacement			Complete	\$ 643,000	Complete.
Yorkview	Window and Door Replacement			Complete	\$ 810,000	Complete.
Subtotal:		\$ -	\$ 1,500,000		\$ 8,650,000	

Quarterly Capital Update

Capital Priorities					
School	Description	Multiple Year Budget	Phase	Final Cost (All Years)	Project Status
Binbrook II	New 615 pp K-8 elementary school	\$ 13,528,858	Design		Site plan application ongoing.
Mount Hope Addition	165 pp addition (1 Kindergarten, 6 classrooms with 5 room child care	\$ 9,081,847	Design		Site plan application ongoing.
New Nash	New 650 pp K-8 elementary school with 3 room child care	\$ 16,667,921	Design		Pause lifted in October 2024. Site plan application and building permit submission ongoing. Ministry ATP issued Janaury 31, 2025. Preparing for tender in Spring 2025.
Viola Desmond	New 682 pp K-8 elementary school with 3 room child care		Complete	\$ 16,288,674	Complete.
(New) Waterdown Bay	New 650 pp K-8 elementary school with 5 room child care	\$ 24,957,435	Design		Site plan application ongoing.
Janet Lee	New 162 pp addition with 5 room child care	\$ 7,754,134	Design		Design recommenced February 2025
Subtotal:		\$ 71,990,195		\$ 16,288,674	
School Consolidation Capital					
N/A					
Child Care Retrofits					
N/A					
Proceeds of Disposition					
School	Description	Multiple Year Budget	Phase	Final Cost (All Years)	Project Status
AM Cunningham	Elevator Installation	\$ 1,800,000	Design		Ministry approval received May 2024. Project initiated Spring 2024. Construction anticipated in Summer 2025.
Bennetto	Elevator, Stair Lifts & Universal Washroom	\$ 1,800,000	Design		Ministry approval received May 2024. Project initiated Spring 2024. Construction anticipated in Summer 2025.
Eastdale	8 room Port-a-pak Installation	\$ 3,341,487	Design		Ministry approval received August 2024. Project initiated Fall 2024. Construction anticipated in Summer 2025. Pending Board Approval for \$3.5M.
Parkdale	Elevator & Universal Washroom	\$ 1,650,000	Design		Ministry approval received May 2024. Project initiated Spring 2024. Construction anticipated in Summer 2025.
Rosedale	Gym Addition	\$ 3,491,000	Construction		Construction to commenced Fall 2024 and will continue into 2026.
Sherwood	Secondary School Revitalization		Complete	\$ 4,159,085	Complete.
Viola Desmond	New 682 pp K-8 elementary school with 3 room child care		Complete	\$ 603,000	Complete.
Subtotal:		\$ 15,423,487		\$ 4,762,085	



## FINANCE AND FACILITIES COMMITTEE

January 28, 2025

### Key Parameters and Assumptions to Guide the Development of the 2025-26 Budget

Submitted By: Sheryl Robinson Petrazzini, Director of Education

Prepared By: Matthew Gerard, Associate Director, Business Services and Treasurer  
Jagoda Kirilo, Senior Manager, Financial Services

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#### Recommendation:

That the report be received as information by the Committee.

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#### Background:

To provide for the development of the 2025-26 budget, the following key steps and timelines have been identified:

January	Key Parameters and Assumptions to guide budget development
January	Consultation on budget priorities to guide the 2025-26 budget development
March	Presentation of results of budget priorities public consultation
April	School Based Staffing recommendations
Feb – May	Executive Council and Finance and Facilities committee develop / review budget
May – June	Finance and Facilities committee meetings and budget refinements to reflect new information (if necessary)
By June 30	Approval of budget

The identification of parameters and assumptions to guide the development of the 2025-26 budget are used to prepare the preliminary budget scenario and ensure it aligns with the multi-year strategic plan; remain fiscally responsible and align resource allocation to our school boards priorities which is necessary for many staffing and expenditure decisions to be made in the next few months to prepare for a smooth startup of the 2025-26 school year. As the budget development exercise continues, and key information including the 2025-26 Core Education funding announcement is provided, these parameters and assumptions will be reviewed and revised for inclusion in the final budget to be approved by June 30<sup>th</sup>.

**Status:****Enrolment Projection**

The 2025-26 preliminary enrolment projections are calculated based on historic enrolment trends and student retention rates on a school-by-school basis and may be adjusted once the school Principals provide validation and comment in early March.

	2024-25 Revised Budget ADE	2025-26 <b>Preliminary</b> Projected Budget ADE	Increase (Decrease) ADE	Increase (Decrease) %
Elementary	37,789.50	37,941.00	151.50	0.40%
Secondary	14,477.75	14,607.00	129.25	0.89%
Total	52,267.25	52,548.00	280.75	0.54%

**Revenues**

Core Education Funding will be calculated to reflect central collective agreement changes with no other projected change in the total grant base: subject to Ministry confirmation.

**Expenditure**

- Salaries, benefits and staffing to reflect provincial legislation, and collective agreements in place.
- To provide for stability in the system and minimize in-year budget adjustments a contingency of \$1,000,000 will be set aside for unforeseen events that may arise.

**Allocation Parameters**

- Ensure the allocation of resources supports the HWDSB's Mission, Values, Strategic Directions and operational plans.
- The Ministry's revenue allocation framework will provide a useful reference for the allocation of Board resources on all major expenditure categories.
- Compliance with balanced budget requirements and the Ministry's renewed enveloping framework, ensuring care is exercised that funding associated with specific Ministry initiatives is allocated for the purpose designated.
- Where staff reductions are necessary, statutory positions are to be given priority for inclusion in the budget. Statutory positions to be calculated as the number required for Ministry class size requirements or collective agreement compliance.
- Where enhancements to the budget is possible, funding will be allocated to initiatives included in the Board's Priorities.

**Financial Implications:**

There are no financial implications as a result of this report.



**Strategic Directions:****Upholding Human Rights, Safety and Well-Being**

*We will support all students and staff to feel safe and secure in our classrooms and school communities.*

**Providing Equitable Quality Education**

*We will offer equitable quality educational opportunities to improve student engagement, learning and achievement for future-readiness.*

**Collaborating with Students, Families & Communities**

*We will build reciprocal relationships and partnerships to enhance access and engagement for students, families, and communities.*

**Building a Sustainable Education System**

*We will adapt to a rapidly changing world through responsible fiscal management, investing equitably in accessible and sustainable facilities and supporting a robust workforce.*

**Reinforcing Indigenous Educational Wellness and Reconciliation**

*We will honour our commitment to Truth and Reconciliation by nurturing respectful and reciprocal relationships among Indigenous Peoples and Treaty Partners, and by cultivating intergenerational healing and wellness in a restorative education system.*



## FINANCE AND FACILITIES COMMITTEE

March 27, 2025

### 2025-2026 School-Based Staffing Report

Submitted By: Sheryl Robinson Petrazzini, Director of Education

Prepared By: Matthew Gerard, Associate Director, Business Services and Treasurer  
Jagoda Kirilo, Senior Manager of Financial Services

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#### Recommendation:

That the Finance and Facilities Committee approve the preliminary allocation of the following full-time equivalent positions for the purpose of 2025-26 school-based staffing:

Elementary Teachers	2,147.00
Secondary Teachers	944.49
Early Childhood Educators	261.00
Educational Assistants	748.50
Principals/Vice Principals	163.00
School Office Administration	207.50
School Custodial	357.00

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#### Background:

Annually, Financial Services presents staffing for elementary and secondary teachers, school administration, early childhood educators, educational assistants, and school custodians. Staffing levels change due to changes in enrolment, Ministry class size regulations and budget adjustments and/or programming needs. Due to the uncertainty of the Responsive Education Program funds, positions supported by these allocations have been reduced from the preliminary budget.

#### Status:

In April 2025, the Ministry of Education (Ministry) is expected to provide information regarding 2025-26 education funding through the Core Education Funding. The impact of this funding announcement will be calculated once the Funding Model Technical Paper and Grant Estimate forms are available from the Ministry. Consequently, as the budget development exercise

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continues, it may be necessary to increase or decrease staffing levels suggested in the above recommended actions. Any changes will be tabled at the Finance and Facilities Committee prior to final Budget approval by the Board of Trustees by June 2025.

The staffing approved in the foregoing recommended action total 4,828.49 FTE positions, provides for the smooth start up to the 2025-26 school year and enables the staffing process to ensure collective agreement compliance and effective school-based staffing decisions.

Appendix A provides a summary of the preliminary school-based staffing recommended for the 2025-26 school year, with comparative information from the 2024-25 Revised Budget.

### **Financial Implications:**

School-based staffing represents approximately 85% of our total projected staffing for the Board and approximately \$550 million of the total salaries and benefit budget.

### **Strategic Directions:**

#### **Building a Sustainable Education System**

*We will adapt to a rapidly changing world through responsible fiscal management, investing equitably in accessible and sustainable facilities and supporting a robust workforce.*

## Appendix A

**School-Based Staffing**

	<b>2025/26 School-Based Staffing</b>	<b>2024/25 Revised School-Based Staffing</b>	<b>Increase (Decrease)</b>	<b>Notes</b>
Elementary Teachers	2,147.00	2,135.00	12.00	1,2
Secondary Teachers	944.49	948.16	(3.67)	1,2
Early Childhood Educators	261.00	268.50	(7.50)	1,2
Educational Assistants/Child & Youth Care Practitioners	748.50	767.50	(19.00)	
Principals	93.00	92.00	1.00	2
Vice-Principals	70.00	71.00	(1.00)	2
School Office Administration	207.50	207.50	0.00	
School Custodial	357.00	357.00	0.00	
	<u>4,828.49</u>	<u>4,846.66</u>	<u>(18.17)</u>	

1. Change in Staffing due to Enrolment adjustments

2. Budget Adjustments