



Board Meeting Agenda

CEC Boardroom & Virtual Meeting | June 24, 2025 | 7:00 pm

Regular Board Meeting Agenda

June 24, 2025 | 7:00 pm

CEC Boardroom & Virtual Meeting

- A. Call to Order | [Land Acknowledgement](#) (N. Kavalam, Student Trustee)
- B. Prayer | Special Intentions | [National Anthem](#) | Saint Feast Days
- C. Delegations
- D. Approval of Agenda
- E. School | Student | Department Profile
 - 1. Chair and Vice-Chair award presentations
- F. Declarations of Conflict of Interest
- G. Confirmation of Minutes
 - 1. Regular Board Meeting - [June 10, 2025](#)
- H. Unfinished Business from Previous Meetings
- I. Presentation and Consideration of Committee Reports and Student Trustees Reports
 - 1. Memo from Associate Director of Education
Re: [Catholic School Parents' Association \(CSPA\) and Parent Involvement Committee \(PIC\) Presentation](#)
 - 2. Memo from Superintendent, Special Education & Student Services
Re: [Special Education Advisory Committee \(SEAC\) Year-End Presentation](#)
- J. Presentation and Consideration of Staff or Trustee Reports
 - 1. Memo from Superintendent, Planning and Facilities
Re: [Delegated Authority for Matters Requiring Board Approval](#)
 - 2. Memo from Associate Director of Business Affairs
Re: [Presentation & Approval of 2025-2026 Budget](#)
- K. New Business
- L. Notice of Motions
- M. Confirmation of [Action Report](#)
- N. Administrative Announcements
- O. Adjournment

Information Items:

- [Delegation & Public Session Presentation Guidelines](#)
- [Frequently Used Acronyms](#)
- [Board of Trustee Contact Information](#)
- [Procedural By-Laws](#)

Re: Catholic School Parents' Association (CSPA) and Parent Involvement Committee (PIC) Presentation

To: Mark D. Mullan, Chairperson, and Members of the Board of Trustees

From: Mary Donaghy, Associate Director of Education

Date: June 19, 2025

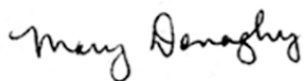
At the June 24, 2025 Board of Trustees' meeting, Erinn Ladouceur, CSPA/PIC Chair, and Steven Boucher, CSPA Vice-Chair, will highlight CSPA activities held during the 2024-2025 school year.

CSPA executive continue to present many in-person events, while maintaining the option to attend virtually. Erinn and Steven will be happy to provide Trustees with highlights of the successful year.

Recommendation:

THAT the Memorandum from the Associate Director of Education, dated June 19, 2025, entitled "Catholic School Parents' Association (CSPA) and Parent Involvement Committee (PIC) Presentation", be received.

[CSPA PIC End of Year Report 2024-2025](#)



MD/sd

Ref: Regular Board meeting, June 24, 2025

[Return to Agenda](#)

Re: Special Education Advisory Committee (SEAC) Year-End Presentation

To: Mark D. Mullan, Chairperson, and Members of the Board of Trustees

From: Nicola Benton, Superintendent, Special Education and Student Services

Date: June 17, 2025

At the June 24th Board meeting, I will introduce Traci Clarke, Chairperson of the Special Education Advisory Committee.

This evening will provide our SEAC Chairperson an opportunity to address the Trustees to thank them for their continuing support on behalf of our students with special education needs.

[2025 Special Education Advisory Committee Year-End Presentation](#)

RECOMMENDATION:

THAT the Memorandum from the Superintendent of Special Education and Student Services dated June 17, 2025 and entitled Special Education Advisory Committee (SEAC) Year-End Presentation, be received.



Nicola Benton, Superintendent
NB:lk

Ref: Regular Board Meeting, June 24, 2025

[Return to Agenda](#)



Re: Delegated Authority for Matters Requiring Board Approval
To: Mark D. Mullan, Chairperson, and Members of the Board of Trustees
From: Miro Vala, Superintendent of Planning & Facilities
Date: June 20, 2025

In the event that Board approval is required during the summer recess for matters relating to the Planning and Facilities Department, it is recommended that the Chairperson or Vice-Chair of the Board, and the Director of Education or either Associate Director, be delegated authority to approve these matters and to execute associated documents as required until August 31, 2025.

Staff will provide the Board with a report on such activities in September following the summer recess.

RECOMMENDATION:

THAT the Memorandum from the Superintendent of Planning & Facilities entitled “Delegated Authority for Matters Requiring Board Approval” dated June 20, 2025 be approved.

Miro Vala
Superintendent of Planning & Facilities

Ref: Regular Board Meeting June 24, 2025

[Return to Agenda](#)

Re: Presentation & Approval of 2025 - 2026 Budget

To: Mark D. Mullan, Chairperson, and Members of the Board of Trustees

From: Lisa Schimmens, Associate Director of Business Affairs

Date: June 18, 2025

Further to my memorandum dated March 25, 2025, regarding the proposal for meeting Budget objectives and discussion of the same at the Board meeting of June 10, 2025, Shelley Donnelly, Manager of Finance, and I are pleased to provide the following information:

1. The complete [Draft 2025-2026 Budget](#) document for the review and consideration of the members of the Board:

NEW Sections not previously presented:

- [Section A - Overview](#)
- [Section B2 - Capital Budget](#)
- [Section J - Accumulated Surplus and Deferred Revenue](#)

The following Section, previously presented to the Board, has been UPDATED to include items presented to Trustees on June 10, 2025, entitled "Proposal to Balance":

- [Section B1 - Operating Budget Summaries](#)
- [Section E - Full-time Equivalent Staffing](#)
- [Section F - Expenditures, Salaries & Benefits](#)
- [Section G - Expenditures, Other](#)

2. A summary of the above information will be provided to the Trustees at the Board meeting on June 24, 2025, for review and approval. The budget filing date for the Ministry of Education is June 30, 2025.

In formulating this proposed Budget, the Administration considered the following:

- a) input received from Trustees at the Trustee and Senior Administration Planning Session held on February 13, 2025;
- b) input received directly from the Catholic School Parents Association, Special Education Advisory Committee, Indigenous Education Advisory Committee, Equity, Diversity and Inclusion Committee, Student Senate and Employee Union/Groups;
- c) identified system needs and requirements, especially student success initiatives;
- d) the requirements for various funding announcements to expend funds for those purposes specified by the provincial government.

OPERATING BUDGET

The proposed Operating Budget totals \$803,496,000, representing a 12.1% increase over last year's budget and providing for a 2025-2026 enrolment projection of 53,013 students, an increase of 4.0%. For further commentary, Trustees are referred to the Budget Overview (Section A), which can be found in the attached budget document.

Accumulated Surplus

The proposed budget for 2025-2026 reflects a \$5.6 million drawdown of the Board's accumulated surplus: \$0.2 million from unappropriated operating, which is forecast to be \$14.4 million as of September 2025, and \$5.4 million from internally appropriated, which is forecast to be \$32.9 million as of September 2025. A summary of all accumulated surplus and deferred revenue amounts may be found in Section J of the Board's 2025-2026 Budget document.

Compliant

The proposed budget was prepared in accordance with the board-approved Budget Guidelines for 2025-2026. It is a balanced budget with a \$5.6 million drawdown from reserves within the 1% permitted by the Ministry.

The proposed budget is compliant with the Ministry of Education Balanced Budget, Special Education, Administration, Pupil Accommodation & Transportation, and other funding model envelope restrictions, as well as class size requirements for 2025-2026.

Addresses Student Needs/Priorities

This proposed budget has as its primary focus student success initiatives in accordance with the Board's Strategic Commitments, and resources have been committed accordingly.

The proposed final budget also includes recommended drawdowns from accumulated surplus reserves for commitments which are one-time student-focused investments planned over multiple years. The highlights of these commitments are:

- **A \$3M Investment in Skilled Trades Initiatives** over two years (\$2M in 2025-2026). The first phase of a multi-year investment to expand hands-on learning, build industry partnerships, and renew equipment for high-demand career pathways.
- **A \$3M Investment in Inclusion and Well-Being through the Lens of Deep Learning** over two years (\$2M in 2025-2026). A multi-year project to deepen support for student mental health and staff wellness, and expand equity initiatives, ensuring every school is a place of belonging.
- **A \$3M Investment in Play Structure Renewal** over three years (\$1M in 2025-2026). Funding will support the replacement of aging and non-accessible play structures to ensure safer, more inclusive outdoor spaces.
- **A \$1.3M investment in Outdoor Learning Spaces**, the final phase of a \$7.5 million, three-year initiative to integrate outdoor learning and environmental stewardship at every school.
- **\$8.4M for the purchase of portables** to respond to our growing student population until new permanent classrooms can be built.

CONSOLIDATION AND PSAB ADJUSTMENTS

The 2025-2026 budget has been reviewed and discussed in the usual Operating and Capital Budget presentation format. However, the official Board budget filed with the Ministry of Education is restated to a consolidated Public Sector Accounting Board (PSAB) basis, as is the case for the Board's audited year-end financial statements.

Such PSAB expenditure adjustments are for consolidated reporting purposes only. They have no impact on the Board's bottom line for Ministry of Education compliance/funding purposes, and the Board does not currently have to finance them.

These necessary PSAB Adjustments total \$15.6 million and include the consolidation or inclusion of the expenses of controlled entities such as Catholic Education Foundation of Ottawa, school-generated funds and school councils (\$13.3 million).

CAPITAL BUDGET

The proposed Capital Budget (Reference Section B2, linked above), which has not been previously discussed by the Board of Trustees, is presented at this time for review and approval. This budget totalling \$83,106,000 includes:

- \$10.1M to purchase land for future school sites from Education Development Charges
- \$10.0M budget to purchase new portables; and
- \$16.3M for the construction of approved capital priorities projects, including two additions, and the commencement of two new elementary schools and one new high school

The attached Capital Budget budgets \$10.6 million for the School Facility Renewal Program costs. This is a placeholder or allocation only at this time. Once the budget allocation is approved, Planning and Facilities will provide the Board with recommendations regarding proposed projects for later approval.

The \$27.9 million spent on School Condition Improvement projects represents funds provided by the Ministry of Education to address school renewal needs. Planning and Facilities will also provide the Board with a report regarding projects to be completed under this initiative at a later date.

PUBLICATION OF BUDGET INFORMATION

Once approved, the Administration will make the condensed budget summary information available to Trustees, the general public, and other interested parties. Final budget documentation will be posted on the Board's website for access by the general public.

RECOMMENDATIONS:

THAT the Memorandum from the Associate Director of Business Affairs, dated June 18, 2025, entitled "Presentation & Approval of 2025 - 2026 Budget" and accompanying budget documentation, be received; and

THAT the Board approve the 2025-2026 balanced budget, as presented on June 24, 2025, which includes Consolidated Board Expenditures Budget, in the amount of \$819,145,000, consisting of the following:

- | | |
|--------------------------------------|--------------------|
| • Operating Budget | \$ 803,496,000 |
| • Consolidation and PSAB Adjustments | \$ 15,649,000; and |

THAT the 2025 - 2026 Capital Expenditures Budget, as presented on June 24, 2025, in the amount of \$83,106,000, be approved.

Respectfully submitted,



LS:jc

Ref: Regular Board Meeting - June 24, 2025

[Return to Agenda](#)