



Board Meeting Agenda

CEC Boardroom & [Virtual](#) Meeting | November 26, 2024 | 7:00 pm

Regular Board Meeting Agenda

November 26, 2024 | 7:00 pm

CEC Boardroom & [Virtual](#) Meeting

- A. Call to Order | [Land Acknowledgement](#) (K. Sivapalan, Student Trustee)
- B. Prayer | Special Intentions | [National Anthem](#) | [Saint Feast Days](#)
- C. Delegations
- D. Approval of Agenda
- E. School | Student | Department Profile
 - 1. Memo from Superintendent of Learning Technologies
Re: [Deep Learning and Community Partnerships at St Elizabeth School](#)
- F. Declarations of Conflict of Interest
- G. Confirmation of Minutes
 - 1. Regular Board Meeting - [October 29, 2024](#)
 - 2. Minutes of the Annual General Meeting - [November 12, 2024](#)
- H. Unfinished Business from Previous Meetings
- I. Presentation and Consideration of Committee Reports and Student Trustees Reports
 - 1. Committee of the Whole Board -November 26, 2024
 - 2. Memo from Superintendent, Special Education and Student Services
Re: [Nomination Request-Association Representation \(Learning Disabilities Association of Ottawa Carleton\) Nominations of Leanne Keddie \(Representative\) and Antonio Giamberardino \(Alternate\), Special Education Advisory Committee](#)
 - 3. Memo from Trustee Joanne MacEwan, Vice-President, Ottawa Student Transportation Authority (OSTA)
Re: [OSTA Minutes of Regular Session Meeting of September 23, 2024](#)
- J. Presentation and Consideration of Staff or Trustee Reports
 - 1. Memo from Superintendent, Student Success, Intermediate/Secondary
Re: [De-Streaming Updates](#)
 - 2. Memo from Superintendent, Student Success, Elementary
Re: [Critical Thinking In the Age of AI](#)
 - 3. Memo from Associate Director of Business Affairs

Re: [Bank Borrowing By-Law 02-2024](#)

4. Memo from Associate Director of Business Affairs

Re: [Audited Consolidated Financial Statements for the year ended August 31, 2024](#)

5. Memo from Superintendent of Planning and Facilities

Re: [OCSB 2024 Capital Plan - Final Approval](#)

6. Memo from Superintendent of Planning and Facilities

Re: [2024-2025 School Renewal Budgets and Recommended Work](#)

7. Memo from Superintendent of Planning and Facilities

Re: [New Portable Purchase Recommendation](#)

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: Deep Learning and Community Partnerships at St. Elizabeth School
To: Mark D. Mullan, Chairperson, and Members of the Board of Trustees
From: Geoff Edwards, Superintendent, Learning Technologies Department
Date: November 18, 2024

We are thrilled to highlight the exciting work happening at St. Elizabeth School. Principal Maria Stafrace, alongside students Zack, Mercy, and Taiwo, and Geoff Edwards, Superintendent of Learning Technologies, will showcase how deep learning is brought to life through the impactful community partnerships that they have cultivated.

[Presentation](#)

RECOMMENDATION:

THAT the Memorandum from the Superintendent of Learning Technologies dated November 18, 2024 entitled “Deep Learning and Community Partnerships at St. Elizabeth School” be received.

Geoff Edwards, Superintendent

GE/sz

Ref: Regular Board November 26, 2024

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Re: Nomination Request - Association Representation (Learning Disabilities Association of Ottawa Carleton) Nominations of Leanne Keddie (Representative) and Antonio Giamberardino (Alternate), Special Education Advisory Committee

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

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

Date: November 14, 2024

We have received a letter from Learning Disabilities Association of Ottawa Carleton (LDAO), nominating Leanne Keddie as their representative, and Antonio Giamberardino as their alternate on the Special Education Advisory Committee. Ms Keddie and Mr Giamberardino are members in good standing with LDAO and we are happy to support these nominations pursuant to the *Education Act, Ont. Regulation 464/97, s. 2(5)*. A copy of the nomination letter has been provided to the Chairperson and Director of Education

[SEAC nomination letter](#)

RECOMMENDATION:

THAT the Memorandum from the Superintendent of Special Education and Student Services dated November 14, 2024 and entitled Nomination Request - Association Representation (Learning Disabilities Association of Ottawa Carleton) Nominations of Leanne Keddie (Representative) and Antonio Giamberardino (Alternate), Special Education Advisory Committee, be approved.

Nicola Benton, Superintendent
NB:lk

Ref: Regular Board Meeting, November 26, 2024

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NovRe: **OSTA Minutes of Regular Session Meeting of September 23, 2024**

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

From: Trustee Joanne MacEwan, Vice-President, Ottawa Student Transportation Authority (OSTA)

Date: November 21, 2024

The purpose of the Ottawa Student Transportation Authority (OSTA) is to facilitate and ensure the provision of safe, reliable and efficient transportation services to eligible students of both the Ottawa Catholic School Board and the Ottawa-Carleton District School Board.

The Ottawa Catholic School Board's representatives on the OSTA Board of Directors include: Trustee Joanne MacEwan, Vice-President of OSTA Board of Directors; Trustee Cindy Simpson; and Trustee Eugene Milito and Trustee Scott Phelan, Alternate Trustees; Tom D'Amico, Director of Education; and Lisa Schimmens, Associate Director of Business Affairs.

Please find linked below the minutes of the OSTA Regular Session meeting of September 23, 2024.

[OSTA Board minutes Regular Session, September 23, 2024](#)

Recommendation:

THAT the Memorandum from Trustee Joanne MacEwan, Vice-President, Ottawa Student Transportation Authority (OSTA), dated November 21, 2024, entitled OSTA Minutes of Regular Session Meeting of September 23, 2024 be received.

JM:sd

Ref: Regular Board meeting November 27, 2024

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MEMO

Re: De-Streaming Updates

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

From: Sean Kelly, Superintendent, Student Success, Intermediate/Secondary

Date: November 26th, 2024

Ontario began introducing de-streaming in the fall of 2021 in response to multiple reports showing that streaming students into applied and academic courses in Grades 9 and 10 disproportionately disadvantages Black students, Indigenous students, students with special education needs, students with disabilities, and students from lower income families. Students in the applied stream were less likely than students in academic courses to achieve particular academic milestones.

Our central staff have been concentrating on specific support for both students and teachers as they provide professional learning on the topic of de-streaming.

We are pleased to be joined by our new Student Success Coordinator, Steph Pearson, and our English, Literacy and Contemporary Studies Consultant Lisa Howe, who will provide us with an update on the vision and objectives of De-streaming.

[De-streaming updates](#)

RECOMMENDATION:

THAT the Memorandum from the Superintendent of Student Success, Intermediate/Secondary, dated November 26th, 2024 “De-Streaming Updates” be received.



Sean Kelly, Superintendent

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Re: Critical Thinking In the Age of AI

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

From: Shelley Montgomery, Student Success, Elementary

Date: November 26, 2024

At the OCSB we have embraced Artificial Intelligence (AI) to support staff and student learning. Given the fast pace of AI, we also have the responsibility to ensure we keep highlighting the Global Competencies (6 C's) of the Deep Learning Framework (Character, Citizenship, Creativity, Communication, Critical Thinking, Collaboration).

As such, we have asked all teachers from K-12 to explicitly teach two lessons this year on Critical Thinking. We have also asked all principals to focus on Critical Thinking as part of the Student Achievement Plans. We are supporting this work in three different ways:

- 1) The creation of a website dedicated to Critical Thinking Lessons
- 2) Monthly 10 minute Staff Meeting Slide Decks dedicated to Critical Thinking
- 3) High School Vice-Principal Deep Learning Network with an inquiry on Critical Thinking

Today, I am excited to highlight the website that has been created.

[Presentation](#)

RECOMMENDATION:

THAT the Memorandum from the Superintendent of Student Success, dated November 26, 2024 "Critical Thinking in the Age of AI" be received.

Shelley Montgomery

SM/vl

(Ref: Regular Board Meeting, November 26, 2024)

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Re: Bank Borrowing By-Law 02-2024

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

From: Lisa Schimmens, Associate Director of Business Affairs

Date: November 20, 2024

As you know, the Ottawa Catholic School Board is expanding. We have received approval to plan and construct two new elementary schools, a new high school, and a significant addition to St. Philip. Due to the timing of capital cash flows for these projects, the Board must engage in short-term borrowing to cover expenses until government funding is received. Furthermore, land purchases must be financed through borrowing as well, with repayment facilitated over the next few years by monthly receipts from the City of Ottawa through Educational Development Charges (EDCs).

Given the number of new capital projects, portable classroom requirements due to rapid growth, increased budgets for renewal projects, and the current land deficit, a higher borrowing limit, consistent with previous years, is a fiscally prudent approach to supporting our capital needs. The proposed bank-borrowing by-law also empowers the Board to secure temporary funding through credit facilities such as lines of credit and letters of guarantee. This ensures operational continuity in instances where current expenditures temporarily exceed current cash flow receipts from the Ministry.

We respectfully request that the Board authorize, through the enactment of a bank borrowing by-law, the capacity to borrow up to one hundred and sixty million dollars (\$160,000,000) during the 2024-2025 fiscal year.

In accordance with Board Procedural By-law 13, the attached [Board By-law 02-2024](#) is presented for your consideration. This by-law authorizes borrowing of up to \$160.0 million during the 2024-2025 fiscal year, pending the receipt of revenues and grant advances from both the Ministry of Education and the City of Ottawa.

Our Board Manager of Finance, Shelley Donnelly, will join me in presenting this report and answering any questions.

RECOMMENDATIONS:

Bank Borrowing By-Law 02-2024

First Reading

THAT By-law 02-2024, a by-law to authorize the borrowing of up to one hundred and sixty million dollars (\$160,000,000), be approved by the Board.

Second Reading

THAT By-law 02-2024 be approved by the Board.

Third Reading

THAT By-law 02-2024 be approved by the Board.

Respectfully submitted,



Shelley Donnelly
Manager of Finance



Lisa Schimmens
Associate Director of Business Affairs

Ref: Regular Board November 26, 2024

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Re: Audited Consolidated Financial Statements for the year ended August 31, 2024
To: Mark D. Mullan, Chairperson, and Members of the Board of Trustees
From: Lisa Schimmens, Associate Director of Business Affairs
Date: November 20, 2024

The following report is provided to the Board of Trustees in accordance with the requirements of Board policy entitled "Financial Reporting" and/or the approved annual Schedule of Financial Reports to the Board.

On behalf of the members of the Audit Committee (see listing below), I am pleased to report that the Committee has concluded its review of the Board's draft Consolidated Financial Statements for the year ended August 31, 2024, at its meeting on November 19, 2024.

Committee Membership:

Brian Coburn	Trustee (Chair of Audit Committee)
Sandra Moore	Trustee
Scott Phelan	Trustee
Michel Collette	External Member
Matt Stephen	External Member

The Audit Committee met with the Administration and the Board's external auditors, Deloitte LLP, represented by Doreen Hume, CPA, CA, on three occasions, namely May 21, 2024, September 17, 2024, and November 19, 2024, to review the planning, conduct and results of the year-end audit and to review the draft Consolidated Financial Statements.

Silvia Buchman, Accounting Supervisor, will join me at the meeting on November 26, 2024, where we will provide a short presentation of the Board's Financial Statements.

[Audited Consolidated Annual Financial Statements](#)

[Audited Consolidated Annual Financial Statements Presentation](#)

Pending a satisfactory review, the following recommendation is advanced by the Board's Audit Committee for the consideration of the members of the Board.

RECOMMENDATION:

THAT the Ottawa Catholic School Board Consolidated Financial Statements for the year ended August 31, 2024, as audited and reported upon by Deloitte LLP, be approved.



Lisa Schimmens
Associate Director of Business Affairs

LS:jc
Ref: Regular Board Meeting - November 26, 2024

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Re: OCSB 2024 Capital Plan - Final Approval
To: Mark D. Mullan, Chairperson
From: Miro Vala, Superintendent of Planning & Facilities
Date: November 20, 2024

The purpose of this memorandum is to provide Trustees with input received regarding the 2024 Capital Plan as a result of a recently completed consultation process, and to seek its final approval.

As per Board policy, our Capital Plan requires updating every five years. The previous plan was approved by Trustees in October of 2019.

On June 25, 2024 staff presented a draft version of the [2024 Capital Plan](#) to the Board and received approval for its use in commencing a consultation with our school communities in order to inform them of its contents, and receive feedback.

The 2024 Capital Plan was first made available to the public on our website on June 21, 2024. An advertisement regarding the plan and the future consultation was published in the Ottawa Citizen on Saturday June 22nd.

After receiving approval from the Board, all schools were notified that a draft 2024 Capital Plan was available for viewing and that a consultation process to receive input had commenced.

Principals of schools potentially impacted by priorities identified in the first five years (proposed new schools, additions, and attendance boundary revisions) were requested to include the Capital Plan on their first Catholic School Council agenda of the 2024-25 school year, in order for those communities to provide their input.

Opportunities for the receipt of input regarding the plan were provided at regularly scheduled Board Meetings in September and October.

A meeting with the Catholic School Parents' Association (CSPA) regarding the 2024 Capital Plan was held on the evening of October 23, 2024 at Divine Infant Elementary School in Orleans. Planning and Facilities staff presented the plan to those attending that evening, and were available to answer questions and receive comments. The CSPA presentation was recorded that evening, and made available to those who were unable to attend.

The 2024 Capital Plan and its consultation process were communicated to the public via the Board's website and social media channels.

With regard to what we heard respecting the draft 2024 Capital Plan, a relatively small number of comments were received.

Feedback was received regarding the potential use of a vacant coterminous school board property to assist with accommodation pressures in the Stittsville and Richmond areas. In addition, a parent reached out to staff

to provide their support for a proposed Option Area for Chapel Hill and St. Kateri Tekakwitha Elementary Schools.

Following the staff presentation to CSPA, a question and answer period with members took place that touched on a number of topics including strategies to manage increased residential (intensification) development within the Greenbelt, and how the need for additional accommodation could be addressed; enrolment pressures at St. Peter High School and the impact of additional portables on site; and whether the planned New Mer Bleue Catholic High School project should be ranked higher in the list of priorities.

Additionally, there was discussion about the Ministry's approval process for projects, and how the Capital Priorities process is conducted.

Notably, the 2024 Capital Plan consultation included, for the first time, a "Story Map," a dynamic, spatially-based narrative overview of the plan. This [Story Map](#) was made available on the 2024 Capital Plan webpage, shared with schools and CSPA members, and has been viewed 276 times to date.

The amount of feedback we received during this capital plan consultation was similar to that under previous processes. This is likely a result of the high-level nature of the information contained in the document. Participation tends to be significantly higher when we are consulting with the public around proposals where impacts are to specific school communities or areas of the City.

Although we received valuable input from our school communities as a result of the consultation, no changes are being recommended to the 2024 Capital Plan and the proposals contained therein. Staff are recommending that the Board approve the document as presented in June 2024.

As mentioned previously, it is important to view the Capital Plan as a dynamic document. It is a framework for accommodation planning that provides us with the ability to respond to changing circumstances over the next five years where needed. Additional projects and revisions to timing are possible as we move forward in time, and receive new Capital Priority calls from the Ministry.

[Appendices 1 and 2](#) include a summary of recommended elementary and secondary school needs in the 2024 Capital Plan, by planning horizon, and by review area. Schools that may be impacted by projects identified within the next five years are noted. The chart also contains a summary of projects that have received funding over the previous five years.

A digital copy of the Capital Plan will be made available on the Board's website during the next five years.

Ian Baxter, Manager of Planning and Construction, will join me for the presentation at the Board Meeting on November 26, 2024 to provide further information.

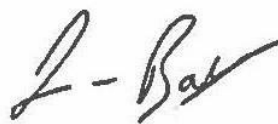
RECOMMENDATION:

THAT the Memorandum from the Superintendent of Planning and Facilities dated November 20, 2024 entitled "OCSB 2024 Capital Plan - Final Approval" be received; and

THAT the Board approves the 2024 Capital Plan as a framework for the identification of accommodation needs.



Miro Vala
Superintendent of Planning & Facilities



Ian Baxter
Manager of Planning & Construction

Ref: Regular Board Meeting November 26, 2024

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Re: 2024-2025 School Renewal Budgets and Recommended Work
To: Mark D. Mullan, Chairperson, and Members of the Board of Trustees
From: Miro Vala, Superintendent of Planning & Facilities
Date: November 20, 2024

The purpose of this memorandum is to obtain Board approval for a set of recommended capital renewal expenditures for the 2024-2025 school year. This is an annual report that is brought forward to Trustees.

The report provides recommendations for proposed projects funded from the annual School Renewal Allocation (SRA) and School Condition Improvement (SCI) grants received from the Ministry of Education.

The SRA grant for the current 2024-2025 school year is \$8,392,799 while the SCI allocation is \$17,778,092.

This report also provides recommendations regarding the use of Accumulated Surplus Internally Appropriated (ASIA) funds for required capital renewal work to our inventory of closed schools and the Catholic Education Centre (CEC).

Recommendations for 2024-25 School Renewal Allocation and School Condition Improvement Projects

Both the SRA and the SCI grants are for the renewal of school facilities, however, there are differences between the two funding streams.

All of the SCI funds must be used for projects that are “capital” in nature (i.e., for the renewal of facilities as compared to the repair and maintenance of facilities). SCI projects must also have a value that equates to more than \$10,000 per school.

SRA funds are more flexible, in that a portion may also be used for repair and maintenance items which are classified as non-capital. Examples of this type of work would be carpet or flooring replacements, asphalt paving repairs, energy management work, painting, grounds improvements, locker and interior door replacements, and the maintenance of sports fields.

In keeping with the Board’s Strategic Plan, we strive to create welcoming learning environments where students and staff can Be Well, Be Community, and Be Innovative. We support Deep Learning throughout our system with the provision of up-to-date school facilities, specialized instructional spaces, and places where teachers and learners can Be Innovative. Our ability to ensure that we provide inclusive facilities is also an important element of our planning process.

Our goal with respect to the creation of the SRA and SCI project recommendations is to provide the Board with a plan for the current school year that includes appropriate expenditure levels to meet a broad range of system needs.

The recommendations include the following areas of work:

- the renewal and replacement of major capital works - regulatory, health and safety, roofs, doors, windows, boilers and other heating equipment, ventilation and air-conditioning work, lighting replacement, millwork, paving, and flooring;
- some of this work serves multiple goals, such as improved lighting levels coincident with lower energy costs and a brighter look to schools, or improved ventilation, air quality and occupant comfort with more energy-efficient air handling units and boilers;
- fire alarm panel replacements and other fire suppression improvements;
- Regulatory and Code compliance work. such as Domestic Water Backflow Protection (BFP) design and construction, and Accessibility for Ontarians with Disabilities Act (AODA) requirements;
- the ongoing replacement and upgrade of less durable, high-traffic, and common items such as toilet partitions, lockers, ceiling tiles, lights, electrical panels, plumbing fixtures, fans and motors, and public address systems;
- annual programs such as painting, sports field top-dressing and rejuvenation, grounds-keeping, siteworks and furnishings, carpet and tile replacements, and paving repairs;
- in the area of health and safety, the continuing process of reviewing the need for ladders and safe access points for work completed at higher elevations, and asbestos abatement;
- on-going work to address masonry repairs such as spalling brick, stairways and concrete work, Siporex repairs, and parging along foundation walls; and
- specific program needs or changes at sites identified through Request for Physical Change forms submitted by Principals throughout the school year.

We recognize that the physical appearance and first impression our schools make is important. These areas are addressed through a variety of works, including the implementation of a painting program, site improvements such as paving and fencing, the replacement of flooring, cupboards, counter-tops, and millwork in schools, as well as the replacement of exterior doors, and the installation of new signage.

Some special projects are also being recommended as part of the 2024-2025 plan.

We are seeking approval for significant renewal work at St. Philip ES in the Village of Richmond. This work will be completed in conjunction with construction of the future addition to the school. The work will include internal renovations to the building to create an additional kindergarten classroom and modify space within the gymnasium, and hydro and HVAC upgrades.

A number of specialized spaces are planned to be refurbished and modernized: two Education for Community Living (ECL) classrooms at Notre Dame HS in Westboro; esthetics and hospitality spaces at St. Paul HS; and the auto and wood shops at St. Patrick's HS in Alta Vista.

A number of washroom renovations are included in the 2024-2025 plan, including a continuation of the building improvements that have been completed recently at St. Monica ES, and one at St Elizabeth ES in the Carlington neighborhood.

As noted in the Capital Plan, as a result of continued enrolment growth, additional classroom space will be needed to accommodate students at Immaculata HS in Old Ottawa East for September 2025.

The plan includes work that will be required to prepare the 20 Graham Avenue building to serve as an annex to Immaculata HS. Planned projects include a new fire alarm and PA system, LED lighting upgrades; washroom renovations and upgrades; and ceiling fans in upper floor classrooms.

The 20 Graham Avenue building was most recently the central site for the St. Nicholas Adult HS program.

Our 2024-2025 plan recommendations are attached as [Appendix 1](#) for School Renewal Allocation (SRA) projects in the amount of \$8,392,799, and as [Appendix 2](#) for School Condition Improvement (SCI) projects totalling \$17,778,092.

This is a dynamic planning document. Planning and Facilities staff will be working over the winter with architectural and engineering consultants to more fully scope-out recommended projects, and refine budgets amounts.

In some areas we have used placeholder amounts for work that we know will be required. Specific schools will be identified after a more detailed condition review has taken place. Additional projects may need to be added based on unexpected building component failures, with budgets confirmed once a scope of work is finalized.

We are also cognizant of the impact that supply chain delays, market cost fluctuations, and labour disruptions to contractor and trades staff can have. This may require some projects to be delayed or extended into the 2025-2026 school year.

Improvements to the Catholic Education Centre and Closed Schools

A number of important renewal and upgrade projects have been completed to the Catholic Education Centre (CEC) over the past few years, including upgrades to washroom facilities located on the ground floor of Building B, and the refacing of a portion of the exterior wall of Building A.

This work is funded from the Board's Accumulated Surplus Internally Appropriated (ASIA) fund, and makes an important contribution to improving the working environment and the wellness of staff and visitors.

We are planning to continue with required CEC work for 2024-2025.

The second phase of the refacing of the exterior of Building A will take place. We are planning on replacing the interior door hardware at the CEC, where upgrades are needed. We are also requesting funding for the creation of an accessible washroom on the ground floor of Building A. As always, renovation work that is required to address changing staff workplace requirements will continue.

We will also require continued investment in our portfolio of closed schools.

At the former St. Patrick's Intermediate school site on Heron Road, we are planning on completing an electrical service upgrade to address on-going issues with flooding. We are requesting funds for construction that is planned to take place during summer 2025.

We will also need to replace the boiler and replace some of the flooring at our St. Patrick Adult HS site in Centretown.

In order to ensure that adequate funds are available for the above noted work to the CEC and to closed schools, we are seeking approval from the Board for a total of \$800,000 from ASIA.

Costs for this work would be offset by rental revenues received from leased premises.

Multi-Year Plan to Use SRA and SCI Allocation Reserves

In last year's School Renewal report, staff included a multi-year plan for the use of unspent SCI and SRA allocations. The plan was brought forward in response to a Ministry spending deadline that requires school boards to expend reserves by August 31, 2026.

Staff have completed a review of costs incurred for summer 2024 construction projects and have concluded that there is an estimated \$200,000 in SRA and \$750,000 in SCI funds available to be carried forward. These dollars have been included in the 2024-2025 plan.

Note that projects included in the multi-year plan will continue to move forward during summer 2025 construction.

Ian Baxter, Manager of Planning and Construction, will join me for the presentation at the Board Meeting on November 26, 2024 to provide further information.

RECOMMENDATIONS:

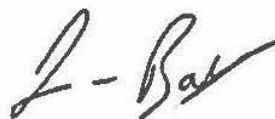
THAT the Memorandum from the Superintendent of Planning and Facilities dated November 20, 2024 entitled "2024-2025 School Renewal Budgets and Recommended Work," be received; and

THAT the recommended School Renewal Allocation and School Condition Improvement projects and funding sources contained therein be approved; and

THAT the Board authorizes the expenditure of \$300,000 for improvements to the CEC and \$500,000 for construction projects at closed school facilities to be funded by the Accumulated Surplus Internally Appropriated (ASIA) Fund.



Miro Vala
Superintendent of Planning & Facilities



Ian Baxter
Manager of Planning & Construction

Ref: Regular Board Meeting November 26, 2024

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Re: New Portable Purchase Recommendation

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

From: Miro Vala, Superintendent of Planning & Facilities

Date: November 20, 2024

The purpose of this memorandum is to obtain Board approval for the purchase of 38 new portable classrooms required for instruction for the 2025-2026 school year.

For the 2024-2025 school year, the Ministry has provided the board with a Temporary Accommodation Allocation (TAA) grant of \$1,130,020. These funds can be used for the purchase, relocation, and repair of portable classroom units.

As noted in previous reports, these funds are insufficient to support the needs of our board.

Portable funding provided by the Ministry supports only a small portion of our overall costs for the portfolio. The remaining balance is required to come from a combination of Board operating reserves for new portables, and School Renewal Allocation (SRA) funding for the movement of existing portables.

As Trustees may recall, twenty (20) new portable classrooms were purchased last year; a large majority of which were funded out of Accumulated Surplus. These units were delivered to school sites on time in July.

We also relocated 29 portables from existing school sites during the summer and fall to meet accommodation needs (a total of 49 portables required to meet needs for 2024-2025).

The 49 portables required for the 2024-2025 school year is in addition to the 50 portables needed to meet classroom needs for 2023-2024.

Very early projected enrolments for the upcoming 2025-2026 school year would see enrolment growth in the 4% range (over 2,000 additional students).

This level of enrolment growth results in an estimated need for 51 additional portable classrooms.

Thirteen (13) of these 51 required portables are expected to be met through projected surplus units within our existing inventory.

We will therefore require the purchase of 38 new portable classrooms in order to meet remaining needs for the coming school year.

An estimated total cost for these new portables is \$9.5M (an estimated \$250,000 for each unit). These costs are turn-key, and include fabrication, delivery, electrical connection, and site setup.

Four (4) of the 38 required portable classrooms will be funded from the SRA allocation at a cost of \$1M, as these units will replace four existing porta-pak classrooms at St. Mark HS that have been deemed prohibitive to repair.

The remaining 34 portables (\$8.5M) will be funded from a combination of this year's TAA (\$1,130,020) and Accumulated Surplus.

Staff received approval in the 2024-2025 Budget for the use of \$3M from Accumulated Surplus to support the purchase of new portables. We are now seeking further approvals to fund the remaining balance from Accumulated Surplus (\$4,369,980).

Receiving approval for the purchase of new portable classrooms at this time should help ensure that they are in place for September 2025.

Note that costs incurred to relocate existing portables for the 2025-2026 school year will be expensed from the SRA grant.

Ian Baxter, Manager of Planning and Construction, will join me for the presentation at the Board Meeting on November 26, 2024 to provide further information.

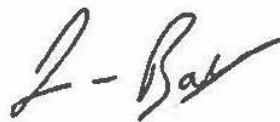
RECOMMENDATIONS:

THAT the Memorandum from the Superintendent of Planning and Facilities dated November 20, 2024 entitled "New Portable Purchase Recommendation" be received; and

THAT the Board authorizes the expenditure of a further \$4,369,980 for the purchase of new portables to be funded from Accumulated Surplus, subject to Ministry approval if the drawdown exceeds the 1% compliance threshold.



Miro Vala
Superintendent of Planning & Facilities



Ian Baxter
Manager of Planning & Construction

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