

NOVEMBER 11, 2024

**WATERLOO REGION DISTRICT SCHOOL BOARD
NOTICE AND AGENDA**

A Committee of the Whole meeting of the Waterloo Region District School Board will be held in the Boardroom, Building 2, 51 Ardelet Avenue, Kitchener, Ontario, on **Monday, November 11, 2024, at 7:00 p.m.**

AGENDA

Call to Order

Territorial Acknowledgement and O Canada

Approval of Agenda

Celebrating Board Activities/Announcements

Declarations of Pecuniary Interest

Delegations

Nicole Davis - Extended Day Registration and Waitlists

Maddi Kolberg - Canine Assisted Intervention Program

Danielle Forbes, Executive Director, National Service Dogs - Canine Assisted Intervention Program

Lauren Logan - Canine Assisted Intervention Program

Cedric Daley - Transportation to Hillcrest Public School

Biljana Todorovic - Transportation to Hillcrest Public School

Staff Follow Up

Policy and Governance

Reports

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B. Bourgault / L. Maxwell

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Board Reports

116 Motion: 2026 Municipal Election – Trustee Determination and Distribution

Trustee S. Piatkowski

Question Period (*10 minutes*)

Future Agenda Items (*Notices of Motion to be referred to Agenda Development Committee*)

Adjournment

Questions relating to this agenda should be directed to
Stephanie Reidel, Manager of Corporate Services
519-570-0003, ext. 4336, or Stephanie_Reidel@wrdsb.ca



Report to Board of Trustees

November 11, 2024

Subject: Student Transportation Services of Waterloo Region 2023-2024 Annual Report

Recommendation

This report is provided for information of the Board.

Status

The General Manager of Student Transportation Services of Waterloo Region (STSWR), Benoit Bourgault, has prepared the 2023-2024 Annual Report and is present this evening to share the report and respond to any questions that may arise regarding the 2023-24 results.

Leslie Maxwell, Supervisor of School Travel Planning at STSWR, is also present this evening to share some of the highlights and work completed during the 2023-24 school year to support active school travel.

Background

In 2006-2007 the government began implementing reforms for student transportation which included the mandating of consortium delivery of student transportation services. The objectives of the reforms were to build capacity to deliver safe, effective and efficient student transportation services, achieve an equitable approach to funding and reduce the administrative burden of delivering transportation. The overall objective was to allow school boards to focus on their core business of student learning and achievement and not be involved in the day-to-day operations of transportation.

The Waterloo Catholic District School Board (WCDSB) and the Waterloo Region District School Board (WRDSB) legally formed a consortium on September 7, 2007. In June of 2008, employees of the former boards were officially transferred to Student Transportation Services of Waterloo Region, Inc. (STSWR), a separate incorporated entity.

According to the Articles of Incorporation, STSWR is governed by a Board of Directors consisting of the Directors of Education and Business Superintendents from the Waterloo Region District School Board and the Waterloo Catholic District School Board. The role of the Board of Directors is to set the strategic directions for STSWR, review and approve annual budgets, and deal with other governance topics as they arise. The Board of Directors meets quarterly. A Consortia Management Committee (CMC) consisting of two representatives from each board meet monthly with the General Manager of the consortium. The role of the CMC is to monitor monthly budget variations, review and approve STSWR policies and procedures, monitor STSWR performance against the strategic directions set by the Board of Directors and deal with other operational issues.

as they may arise. The fundamental role of STSWR is to apply the policies and procedures of the partner boards; the CMC acts as an independent adjudicator of appeals brought forward through the established process to deal with the interpretation of board policies by STSWR, not exceptions to policy.

Since its inception in 2007, STSWR has evolved into one of the leading consortiums in the province, including being the first to offer School Travel Planning services to support students who walk, bike or roll to school. STSWR's ongoing focus is to provide safe and efficient transportation services for Waterloo Region students. We are pleased to present to the Board the 2023-24 annual report.

Financial implications

No financial implications.

Communications

The information will be posted on the STSWR website.

Prepared by: Benoit Bourgault, General Manager, STSWR
Leslie Maxwell, Supervisor of School Travel Planning, STSWR
Nick Landry, Superintendent of Business Services & Treasurer
in consultation with Leadership Council

Student Transportation Services of Waterloo Region

2023-2024 Annual Report

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- 2023-2024 Highlights
- Measuring Performance
- Summary of Appeals
- 2023-2024 Overview
- 2023-2024 Financial Overview
- 2024-2025 Outlook





2023-2024 Highlights

Safety Initiatives:

STSWR continues to focus on student safety and adapted the training to students and parents following the evolution of the pandemic:

- Increase number of school bus with seat belts to 62;
- Extended "Drive to 5" safe parking maps with 128 schools;
- First Rider program for Kindergarten students in-person;
- Bus evacuation training for all elementary school students;
- Bi-annual bus safety training for elementary students;
- Bus and Standing Partols, Trailblazers;
- Sidewalk Smarts (pedestrian skills training);
- Annual Bus Driver PD Day.



Contract Compliance and Performance Management:

- All bus operators and taxi operators were audited in the spring to ensure contract compliance.
- A monthly scorecard system helps us regulate operator and driver compliance for:
 - ✓ Valid drivers' licenses;
 - ✓ Valid First Aid training for all drivers;
 - ✓ Annual EpiPen reviews;
 - ✓ Vehicle age
 - ✓ Vehicle GPS performance.
- Bus routes audits continued with the GPS tracking system.



2023-2024 Highlights

Bus Driver Availability:

- Recruitment remains challenging.
- Successfully filled the driver needs.
- Daily absences continue to cause service issues.
- No cancellations due to driver shortage.

New Funding Formula:

- Worked with the Ministry to obtain appropriate funding related to the new funding formula.

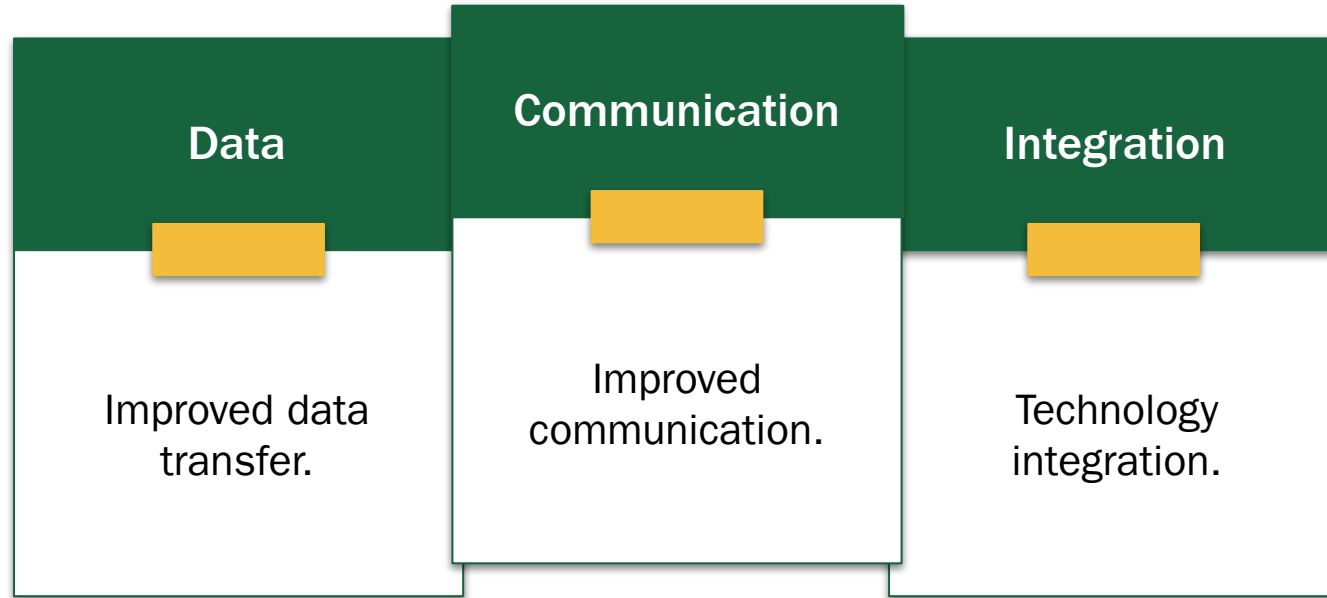
Strategic Plan:

Updated our Vision:

To be the beacon of excellence in multi-modal student transportation;
setting the standard for safety, sustainability and innovation.



Key Strategic Objectives:



Measuring Performance:

Key Performance Indicators

Key Performance Indicators:

STSWR monitors several key performance indicators to benchmark performance against industry standards and to track improvements year over year.



STSWR Scorecard 2023-2024

Updated : September 1, 2024

			Goal	2023-2024	2022-2023	2021-2022	2020-2021
Safety	Student Injuries	Injuries on bus	0	0	1	2	2
	Collisions	with students on board	0	57	48	30	24
	Collision Frequency	All collision per million km	6.0	10.1	9.3	7.2	5.8
Quality	Student Ride time	Average ride time one way	14	14	13	13	12
Service	Service interruption	route-day	0	0	171	315	3 (am only)
	Late bus > 50 minutes	runs	0	288	845	358	12
Cost	Variance to Plan	Better (Worse)	\$ -	\$ 312,358	\$ (188,796)	\$ (1,345,928)	\$ 2,423,200
	\$/student	Total all in	\$ 935	\$ 938	\$ 853	\$ 942	\$ 992

Injuries:

no injuries

Collision

Making progress on preventable collisions down to 58% from 66% last year

Delays

Service interruption

Cost variance

Daily absences causing service disruptions (long delays)

No cancellation

Small variance resulting in some savings





Improving Safety:

Extended Stop Arm:

From our initial pilot with 3 big school buses with 2m extended stop arm we are adding 10 Extended Stop Arms and will continue to monitor their effectiveness to support a greater roll out.

Seatbelts:

We continued to add big buses with seat belts during the fleet renewal. The transition is mostly seamless. Some kindergarten students need some training. Schools are very supportive in these circumstances.



Improving Safety:

School Safety Zones:

82% of experts believe the Highway Traffic Act does NOT adequately protect children. Now we're gathering public input on the experts' suggested improvements.

We also started a four-year project to explore the potential for [School Streets](#) with the City of Waterloo and Green Communities Canada.



Measuring Performance: *Improving the Experience*

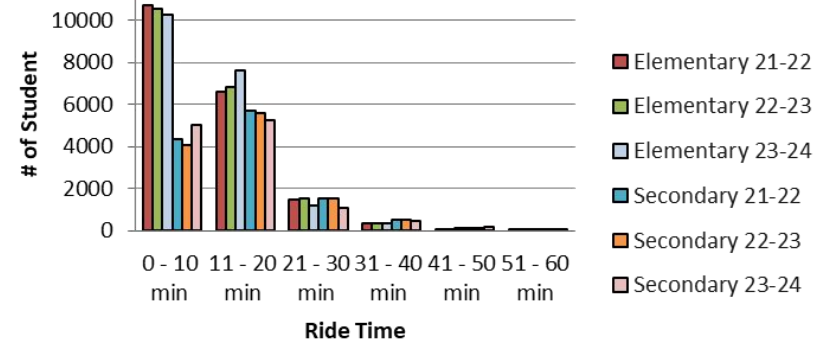
Average Distance to Bus Stop:

Kindergarten	139 m, range from 0 m to 498 m
Elementary	155 m, range from 0 m to 961 m
Secondary	291 m, range from 0 m to 1,510 m

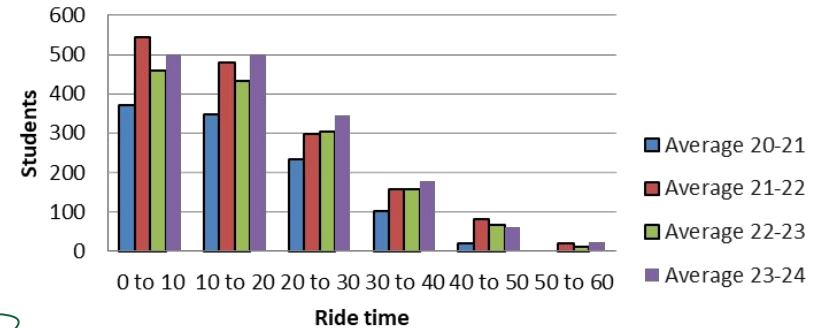
Ride Time Distribution:

- 90% of our students travel less than 20 minutes;
- Program location and student placement affect ride time for exceptional need students.

Student Ride Time (minutes)



Average Ride Time Exceptional Needs

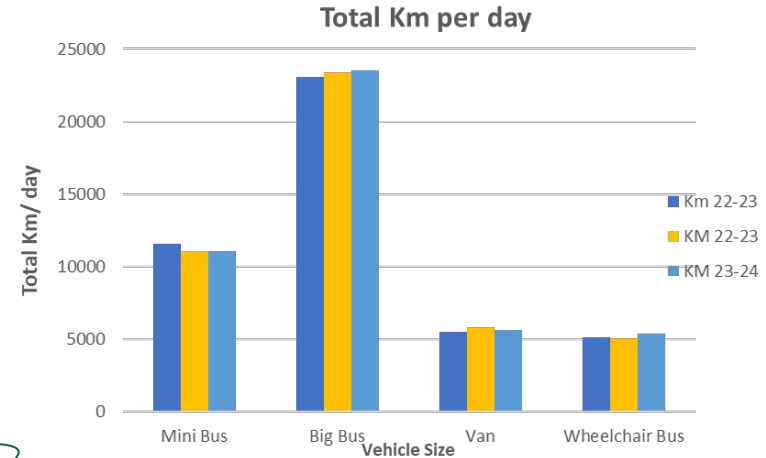
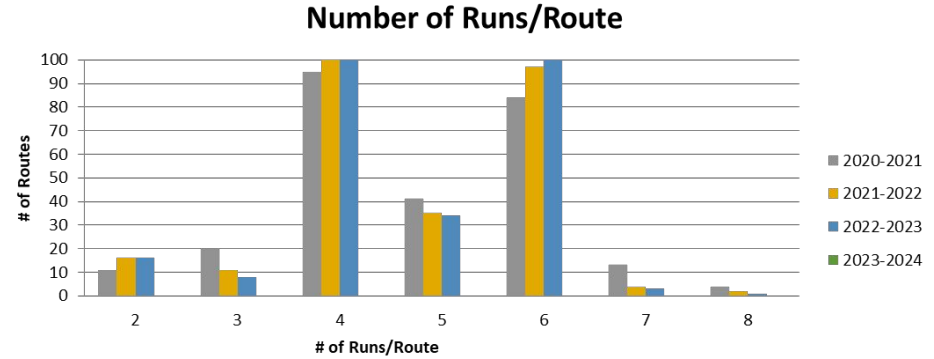


Measuring Performance:

Vehicle Capacity

Vehicle Capacity Utilization:

- Big buses continue to be leveraged for multiple schools.
- With population growth, we continue to increase the distance traveled.



Measuring Performance:

School Travel Planning

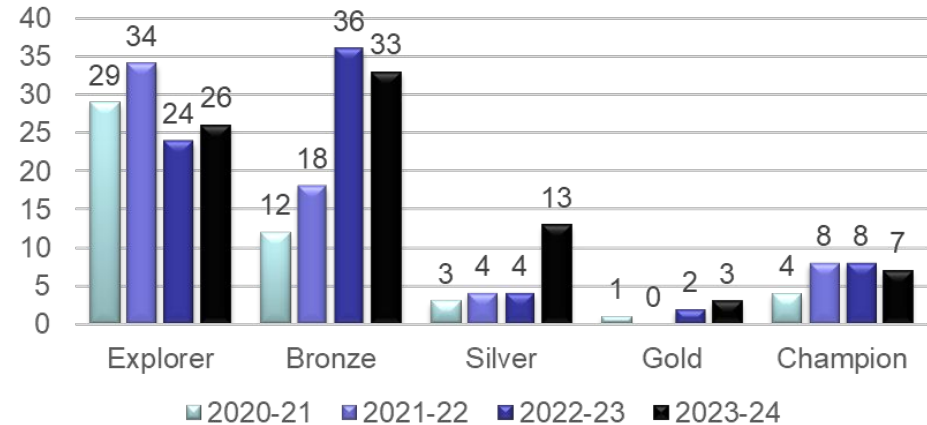
School Travel Planning Numbers:

School Travel Planning offers services and programs to support active school transportation and to address traffic and parking issues.

- 82 schools engaged in different levels of school travel planning;
- 261 students trained in Trailblazers* at 14 schools;
- 59 parents engaged in STP committees*, events, and programs;
- 57 schools participated in Winter Walk Day.

*Program delivered online to reduced numbers.

STP School Certifications



Measuring Performance:

School Travel Planning

BikeWalkRoll School Travel Modes 2023-2024:

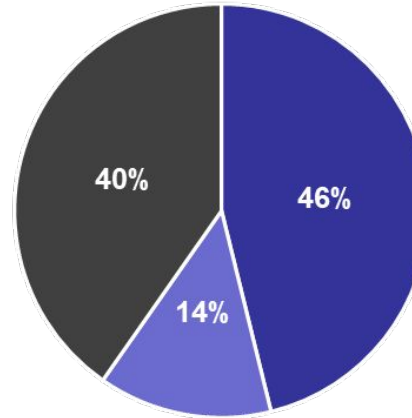
Method:

- Classroom hands' up collection by Facilitators;
- Kindergarten excluded;
- Not an accurate indicator of ridership.

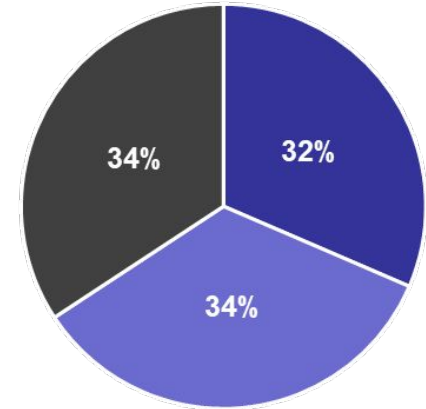
We use this data to:

- Help determine impact of STP interventions overtime;
- Select action plan items with school STP committees;
- Communicate to larger school community.

WRDSB



WCDSB

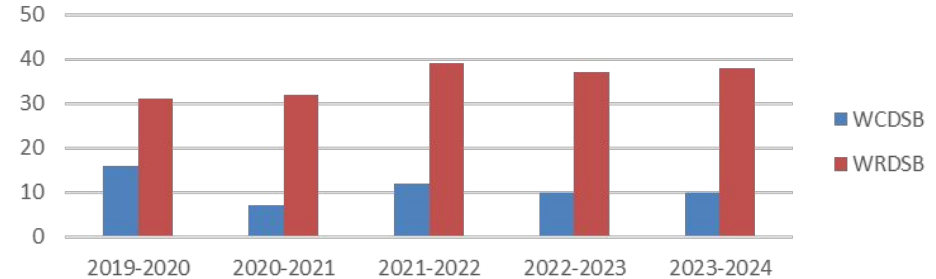


Summary of Appeals:

Appeals:

- Number of appeals remain very low (48 in total).
- At both School Boards walking distance continues to be the main point of contention.
- The following tables illustrate the number of appeals at WRDSB, the reason for the appeal, and the outcome.

Appeals over the years



WRDSB	2023-2024 School Year					
	Elementary	Secondary	Total	Granted by GM	Elevated to CMC	Granted by CMC
Distance	14	7	21	1	5	
Safety	4	2	6	1	2	
Loss of transportation	2		2		1	
Sibling eligibility	3		3		1	
French Immersion	1		1		1	
Out of Bound/District	1	1	2		1	
Stop location	1	1	2			
Family issue	1		1			
Total	27	11	38	2	11	0

2023-2024 Overview

2023-2024 Summary:

Transportation continues to be very safe for students. Overall, STSWR had a very successful year. Casual absenteeism continues to cause long delays.

Safety:

- ✓ Sustainable process to ensure safe kindergarten drop off.
- ✓ Public awareness messaging continued with two radio campaigns.
- ✓ Bi-annual school bus safety training to elementary schools Expanding the seat belt pilot to 64 big buses and 3 minibus.
- ✓ Expanding the pilot of extended stop arm to 13 buses

Customer Service:

- ✓ Maintain high participation in delay and cancellation notifications with 50000 registered users.
- ✓ 8000 “X” (formally Twitter) followers (@STSWR).
- ✓ Added Facebook and Instagram
- ✓ Improved communication with families using email

Active Transportation:

- ✓ Worked with 82 schools
- ✓ Now 132 Drive to 5 maps
- ✓ Refined internal tracking processes
- ✓ Grew Sidewalk Smarts with Kitchener’s Vision Zero program

Driver Availability:

- ✓ Higher incidence of daily absences causing longer delays.



Financial Overview:

2023-2024 Expenditure

STSWR 2023-2024	total
overhead	\$ 1,775,246
WCDSB Transportation	\$ 8,432,284
WRDSB Transportation	\$ 21,184,023
School Travel Planning	\$ 198,863
Total	\$ 31,590,416

WCDSB Details	total
Regular School Bus	\$ 5,292,402
Spec-Ed Bus	\$ 1,690,724
Taxi	\$ 418,319
GRT	\$ 106,318
Student Safety training	\$ 45,959
Driver Retention	\$ 255,045
Others	\$ 623,517
Total	\$ 8,432,284

WRDSB Details	total
Regular School Bus	\$ 9,878,696
Spec-Ed Bus	\$ 8,268,725
Taxi	\$ 2,013,796
GRT	\$ 115,552
Student Safety training	\$ 108,480
Driver Retention	\$ 617,378
Others	\$ 181,395
Total	\$ 21,184,023

2024-2025 Outlook:

2024-2025 Objectives:

Building upon our successes and challenges from 2023-2024, there are a number of key areas that STSWR will focus on during the 2024-2025 school year. These include:

- *Safety*
 - Continue with simple message to be safe.
 - Expand the evaluation of extended stop arm.
- *Customer Service*
 - New avenues to communicate with families
- *School Travel Planning*
 - Align branding of all programs
 - Build safe walking maps
 - Explore potential for School Streets
- *Technology*
 - Work with technology vendors to provide better tools to:
 - Support communication and delivery of services
 - Better route planning.



Thank you.





School Travel Planning

2023-24 Annual Report



Student
Transportation
Services of
Waterloo
Region

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- Aspiration
- Data
- Highlights



STP Aspiration:

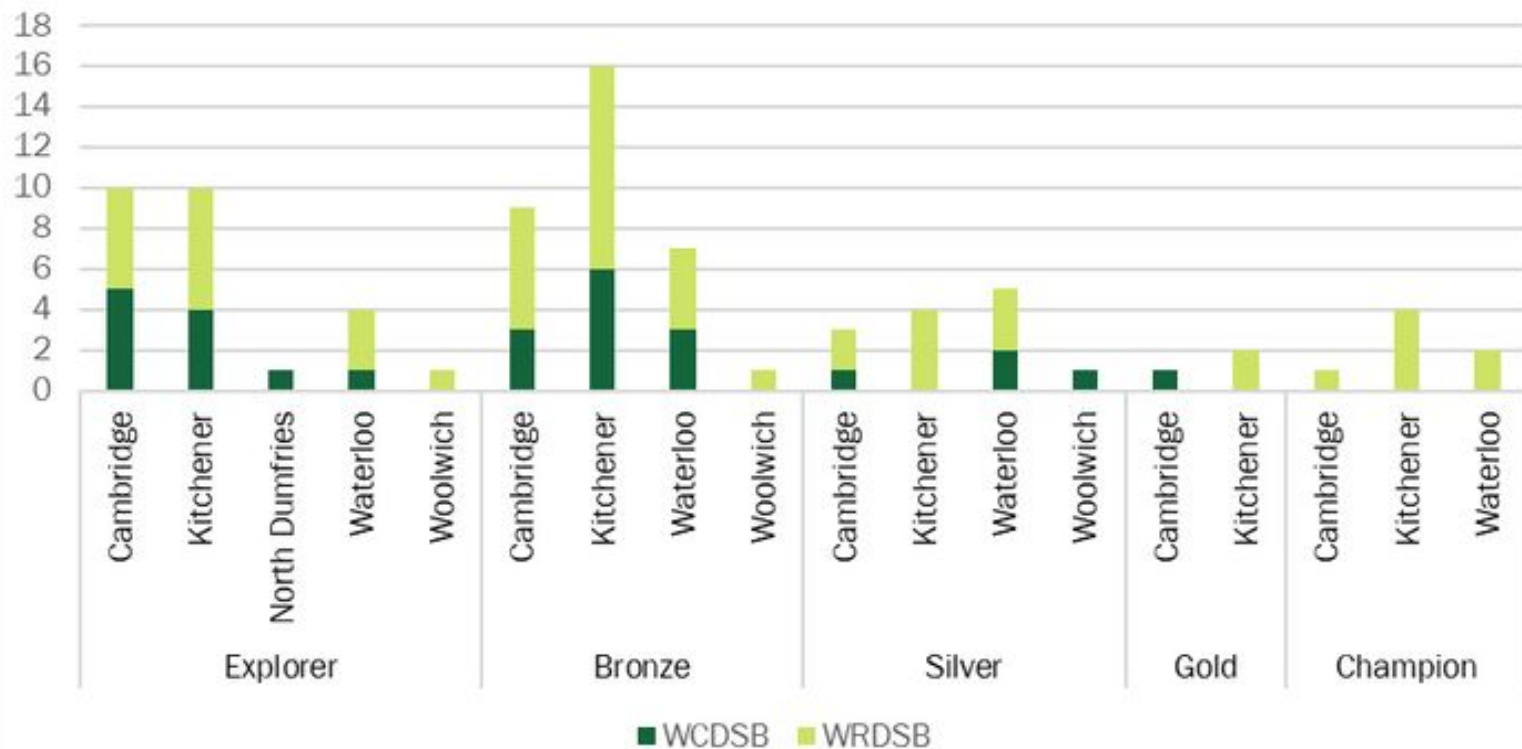
One day, every child will walk or wheel as part of their daily school journey.

- fosters healthy habits
- reduces traffic congestion and cleaner environment
- increases academic performance

This report reflects the collective efforts of students, parents, schools, municipalities and school boards to create stronger and more resilient communities together through School Travel Planning.

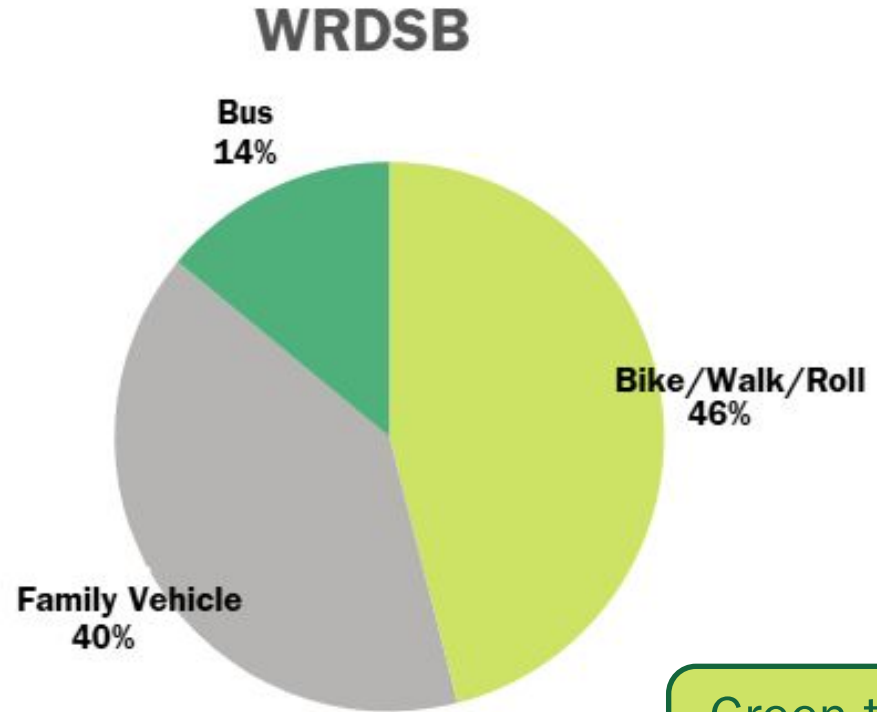


Schools by Rank, Municipality, and Board



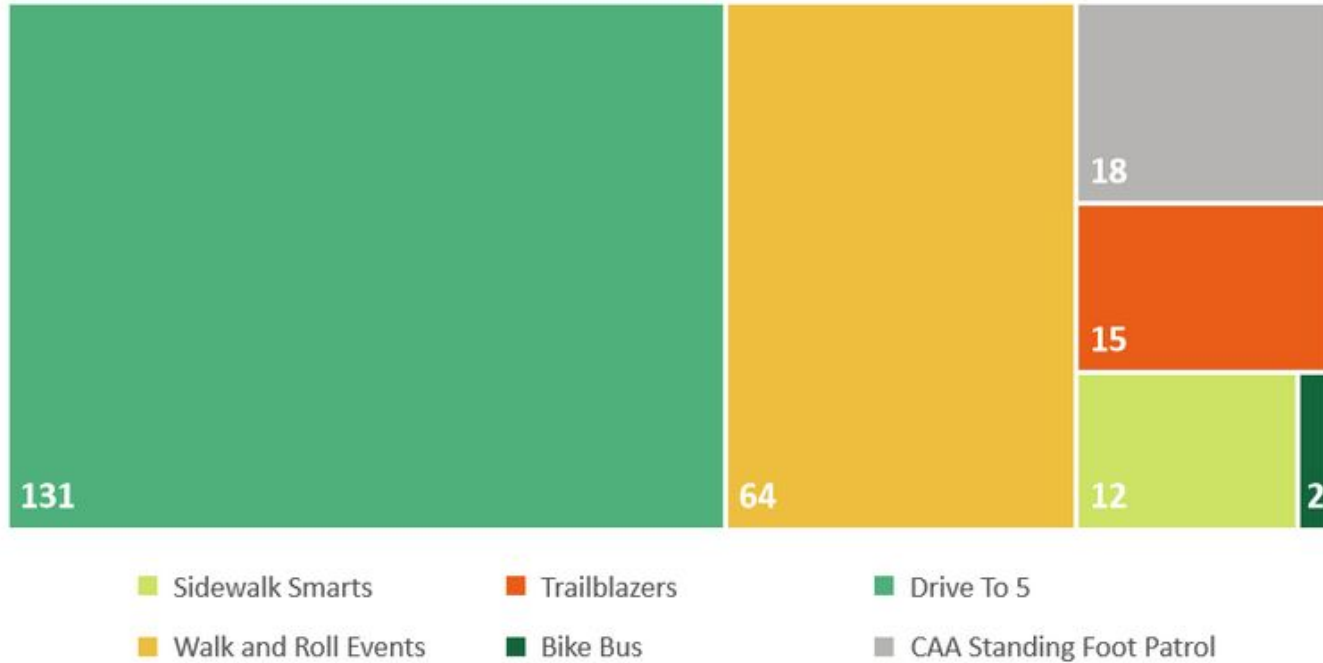
Travel Modes

- Data collection is limited
 - Few schools
 - One day
- Indicates fewer students use active travel than ride the bus or are driven
- Green trips = active trips plus bus trips
- We aim to reduce the use of family vehicles

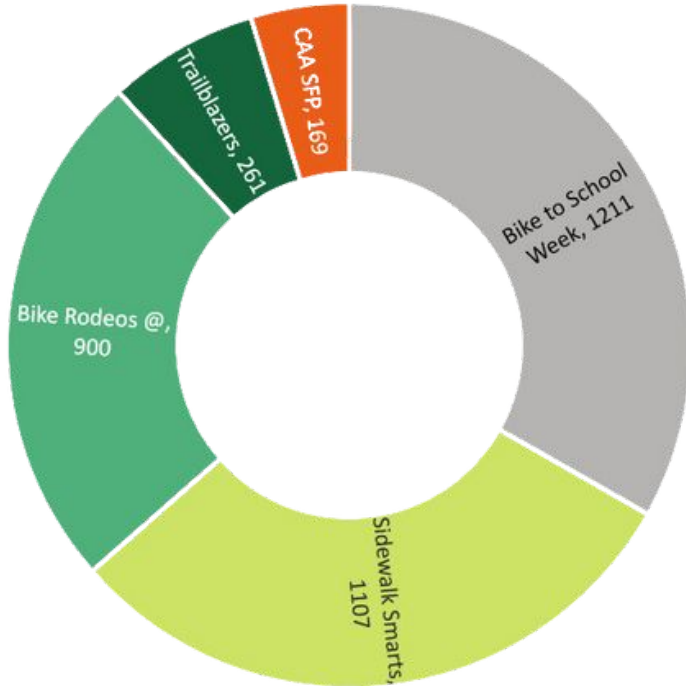


Green trips
60%

School Participation



Student Participation



Sandhills P.S.

From Walkabout to
Bike Bus



Photo: Bike Bus at Sandhills P.S.

EMPATHIZE

IDEATE

TEST



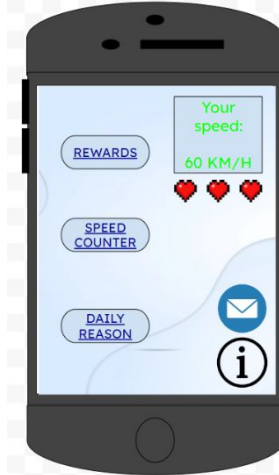
DEFINE

PROTOTYPE

IMPLEMENT

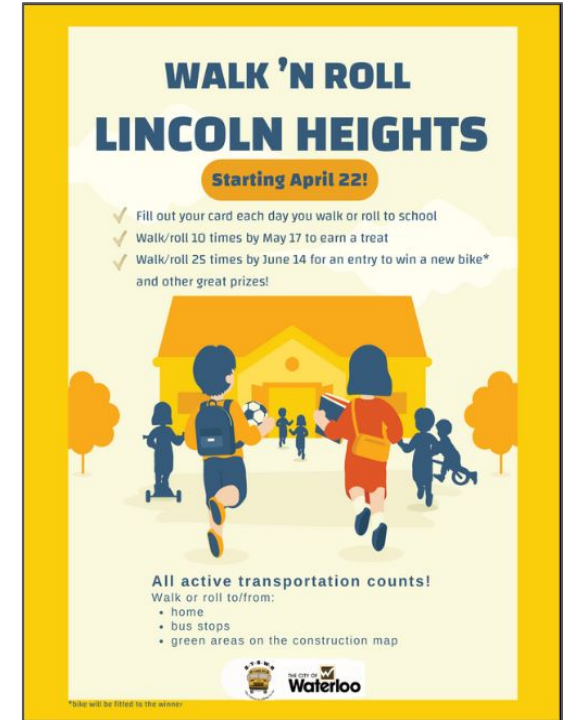
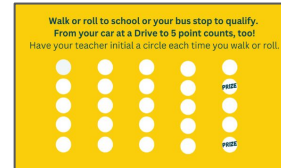
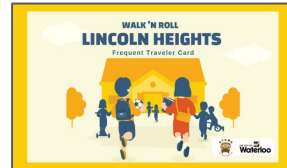
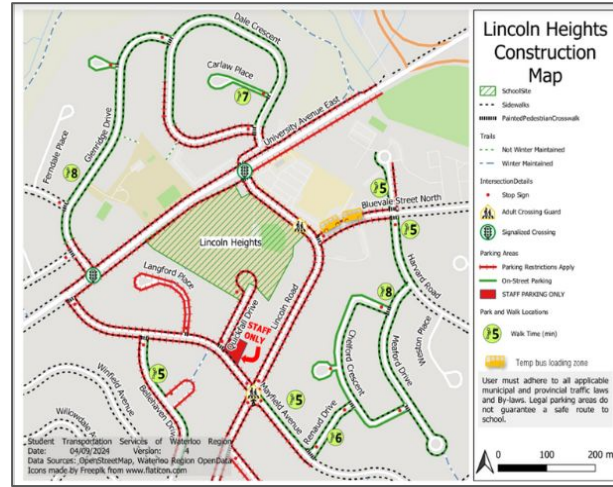
Groh P.S.

Design Thinking Project



Lincoln Heights P.S.

Construction Woes



Thanks again.

As treaty people and uninvited guests, we acknowledge the enduring presence of the Haudenosaunee, Anishnaabe, and Chonnonton People who traditionally used the lands we work and walk upon. We appreciate their deep traditional knowledge, laws, and philosophies, which among other things teach us that the way we step upon this land matters.



2023-24

Annual Report

School Travel Planning

Prepared By :

Leslie Maxwell

School Travel Planning Supervisor



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stp@stswr.ca

www.stswr.ca/walkzone



Photo credit: Mathew McCarthy, TheRecord.com

Prepared by the School Travel Planning Team
 at Student Transportation Services of Waterloo Region
 Ashley Cullen
 Leslie Maxwell
 Hayat Shariff
 October 31, 2024

This report was prepared in an industrial office located 470 meters from the Grand River and the work it describes is performed across Waterloo region; lands traditionally used by the Haudenosaunee, Anishinaabe, and Chonnonton People. As treaty people and uninvited guests, we acknowledge the enduring presence of the Indigenous people with whom we share this land. We appreciate their deep traditional knowledge, laws, and philosophies, which among other things teach us that when we walk upon the land, we come into a relationship with it and that the way we step upon this earth matters.

“Even if the grassland has been ploughed under, even if you’re passing canola fields...you can still feel the sun on your face, see the sky, hear the birds, sense the gentle contours of the land in the muscles in the legs...You’re not alone when you’re walking by yourself. You’re with the land and it is with you.” ¹

¹ Wilson, K. (2021). Walking as Embodied Territorial Acknowledgment: Thinking about Place-Based Relationships from the Side of the Road. *Performance Matters*, 7(1-2), 97–115. <https://doi.org/10.7202/1085315ar>

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About Us

We aim to make active travel part of every child's school journey.

Active school travel fosters healthy habits, reduces traffic congestion near schools, minimizes environmental impacts, and increases academic performance.

This report reflects the collective efforts of students, parents, schools, municipalities and school boards to create greater use of active school travel together through School Travel Planning (STP).

For a description of our STP method, see Appendix A.



Photo: Bike Bus at Sandhills P.S.

STP at Student Transportation Services of Waterloo Region (STSWR) is a partnership co-funded by municipalities and school boards across the Waterloo region including The Regional Municipality of Waterloo, The City of Cambridge, The City of Kitchener, The City of Waterloo, The Waterloo Catholic District School Board, and The Waterloo Region District School Board.

Find out more about our services and programs at:

www.stswr.ca/walkzone

Our Vision

To be the beacon of excellence in multi-modal student transportation, setting the standard for safety, sustainability and innovation.

STP Aspiration:

One day, every child will walk or wheel as part of their daily school journey.



Our Mission

We positively influence children's lives by coordinating their safe and efficient movement between home and school in support of their educational journey.

Our Values

Safety

Trust

Environmental sustainability

Reliability

Efficiency

Equity

Exceptional customer service

Our Team

The School Travel Planning team at STSWR comprises three dynamic individuals who work together with rightsholders to bring great ideas to life. They are driven to bring people together, to tap into local community knowledge, to find common ground and to make active school travel an easier choice for families across the region.

This work cannot be completed without the unnamed students, caregivers, school staff, and financial partners who give of themselves and find creative ways to make good things happen.

Group Facilitation
Student Instruction
Communications
Event Coordination
Map Building
Solution Development
Data Collection
Traffic Flow Consultation

Community building
Creative problem solving
Volunteer hours/days/weeks
Financial contributions



Leslie Maxwell

STP Supervisor



Ashley Cullen

School Travel
Planner



Hayat Shariff

School Travel
Planner



Students

Heart of STP



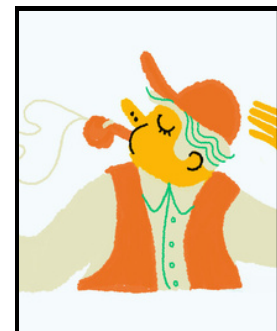
Caregivers

Key Decision
Makers



Administrators

Communications
Leads



Partners

Benefactors and
Defenders

Executive Summary

During the 2023-24 school year, the STP team facilitated the STP process at its 82nd school. Waterloo region schools and communities are becoming more familiar with the initiatives we offer to manage school traffic and encourage active travel. They also know more about the benefits of active travel, and more and more people want the opportunity to walk and roll to school.

We are thrilled to report that modal data shows that more than 60% of Waterloo Region students are taking “green trips” (using active travel or riding a bus), and that more students than ever have participated in our educational and encouragement programs. Finally, we hope you’ll take a moment to check out some school highlights on pages 11-15. These stories are worth repeating!

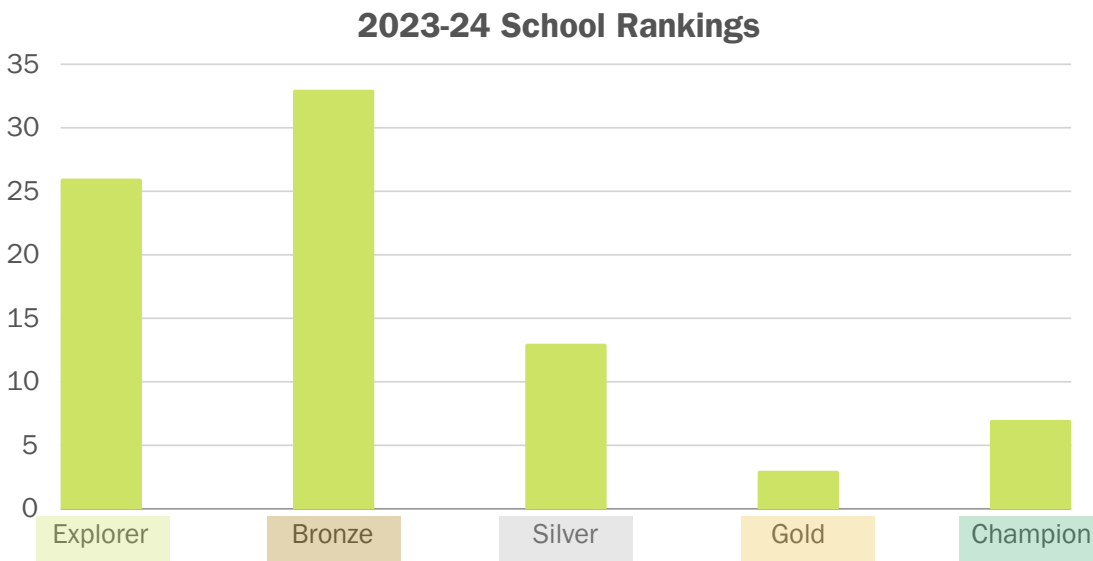
We adjusted our ranking system slightly this year, so that the schools that put reasonable effort into the process are being rewarded more fairly. We are hopeful that this will inspire even more schools to reach for Champion status, because we know that the more interventions they take on (944 counted this year!), the more sustained active school transportation use will be.

Students at St. Peter CES are the first CAA Standing Foot Patrollers to monitor a new crosswalk. Students remain off the road and advise peers of when it is safe to cross.



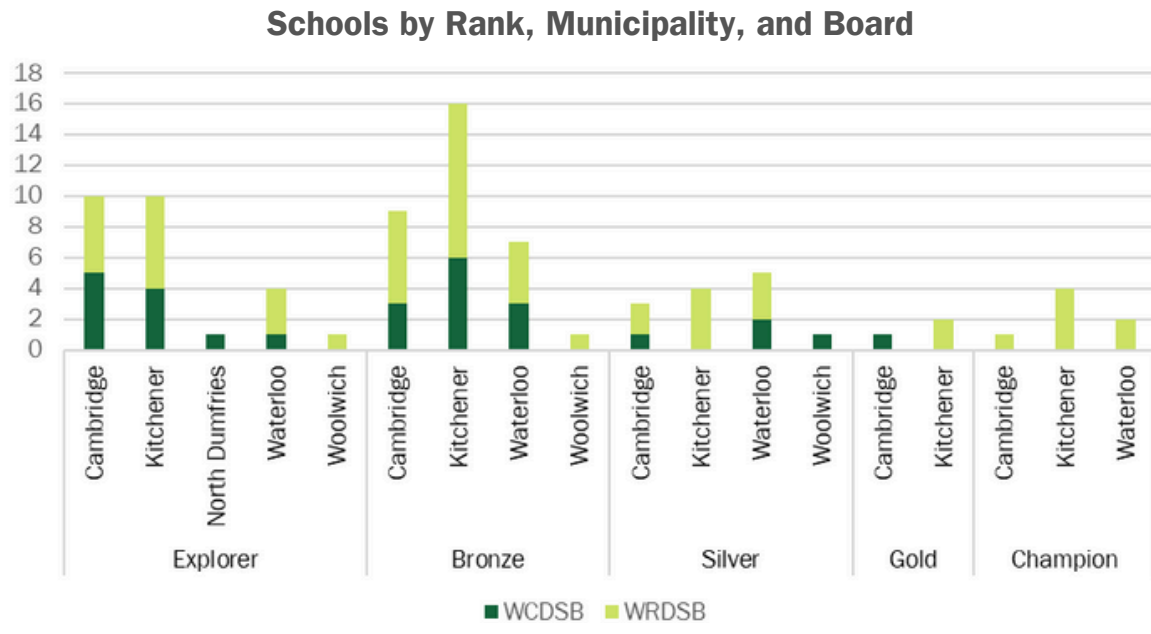
School Engagement

Each School Travel Planning committee works on different actions they feel will be most effective at their school. Their completed work is illustrated through STP rankings based on the number and balance of actions they complete. Actions that don't need to be completed twice (e.g. new crosswalk) earn lifetime points while other actions must be repeated annually (e.g. Winter Walk Day) or biennially (e.g. Sidewalk Smarts) to be reflected in their ranking.

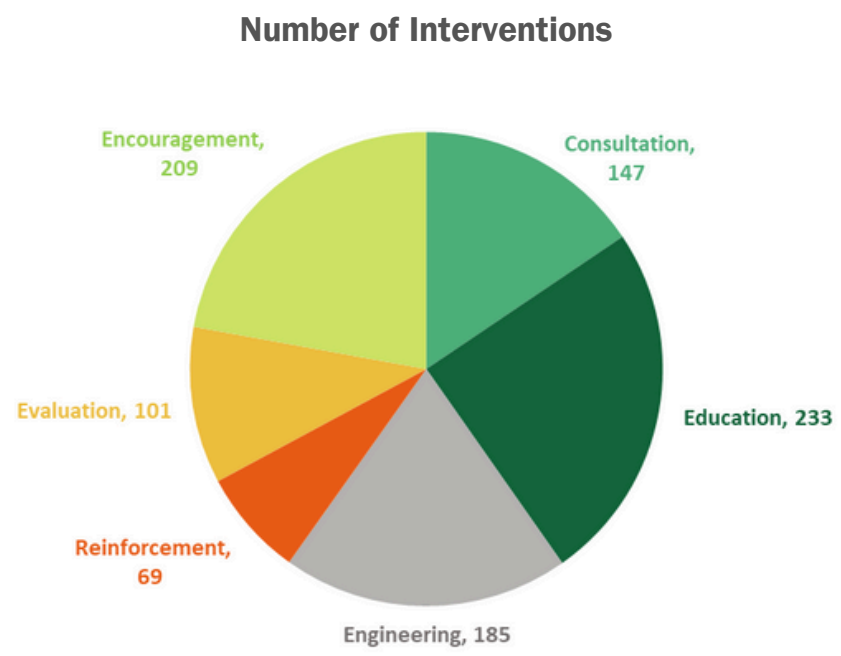


Since we started ranking in 2016, 82 schools have participated in the STP process. Ideally, schools continue annual actions forever so that new students and new families continue to receive education and encouragement support, and a strong walking culture continues.

2023-24 rankings indicate a high number of schools requesting assessments (Explorer) and a higher number taking some action (Bronze). More schools than ever before achieved Silver designation while fewer earned Gold than in the previous year (3 instead of 4).

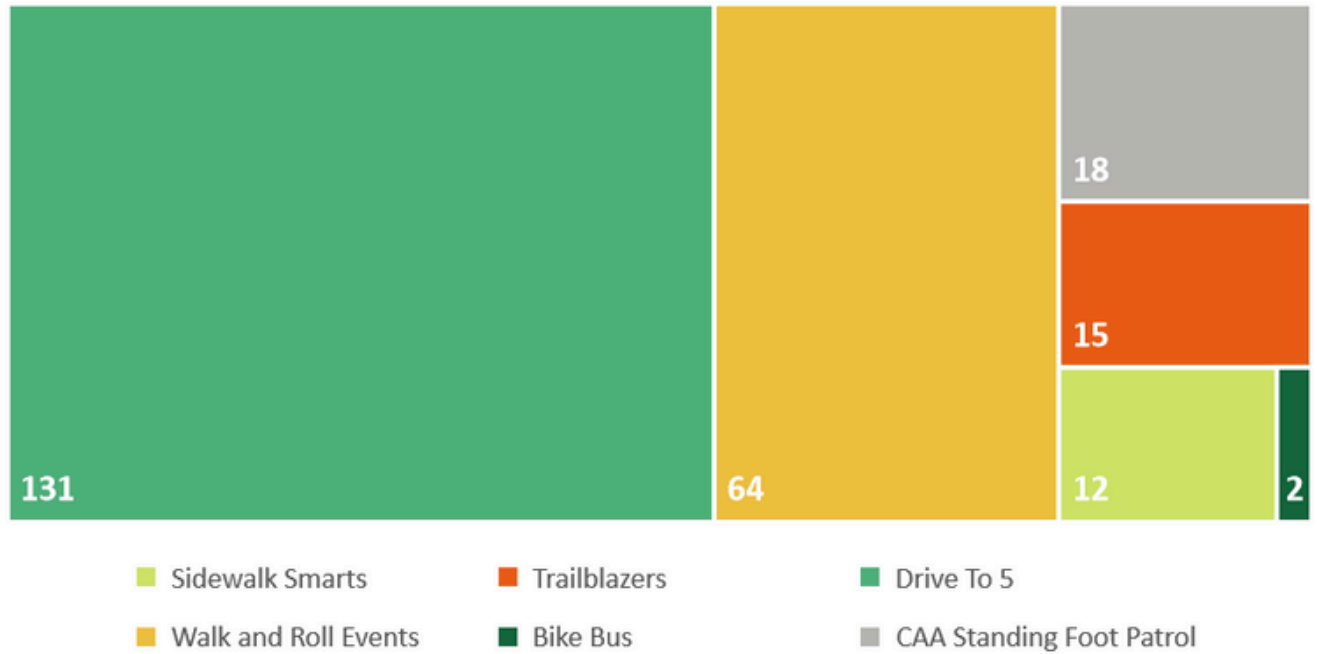


The Municipalities of Cambridge, Kitchener, North Dumfries, Waterloo, and Woolwich all have schools that requested assessments and have at least begun to examine the barriers that keep their students from using active travel. Kitchener and Waterloo in particular have a higher percentage of schools that moved from Explorer to Bronze, Silver, or Gold status. Schools are listed by name in Appendix B.



Nine hundred and forty four (944) actions qualified schools for their rankings this year. Engineering action points are valid for a lifetime because they rarely need to upgrade further; other actions must be repeated biennially or annually.

Number of Schools in Programs



Some programs and actions appeal to a wide array of schools. The most popular programs supported by School Travel Planning include Drive to 5 maps that indicate legal and safe parking a distance from the school and walking and rolling events like Winter Walk Day. Although nine (9) schools participated in Sidewalk Smarts in 2024, we teach both grade 3 and 4 so the 4 schools that participated in 2023 are also counted here because they are up to date. Two Bike Buses gave students a chance to practice cycling skills and learn new routes while having fun and socializing on the way to school. For a full list of programs and their descriptions, please see Appendix C.



Photo: Bike Bus at Empire P.S.

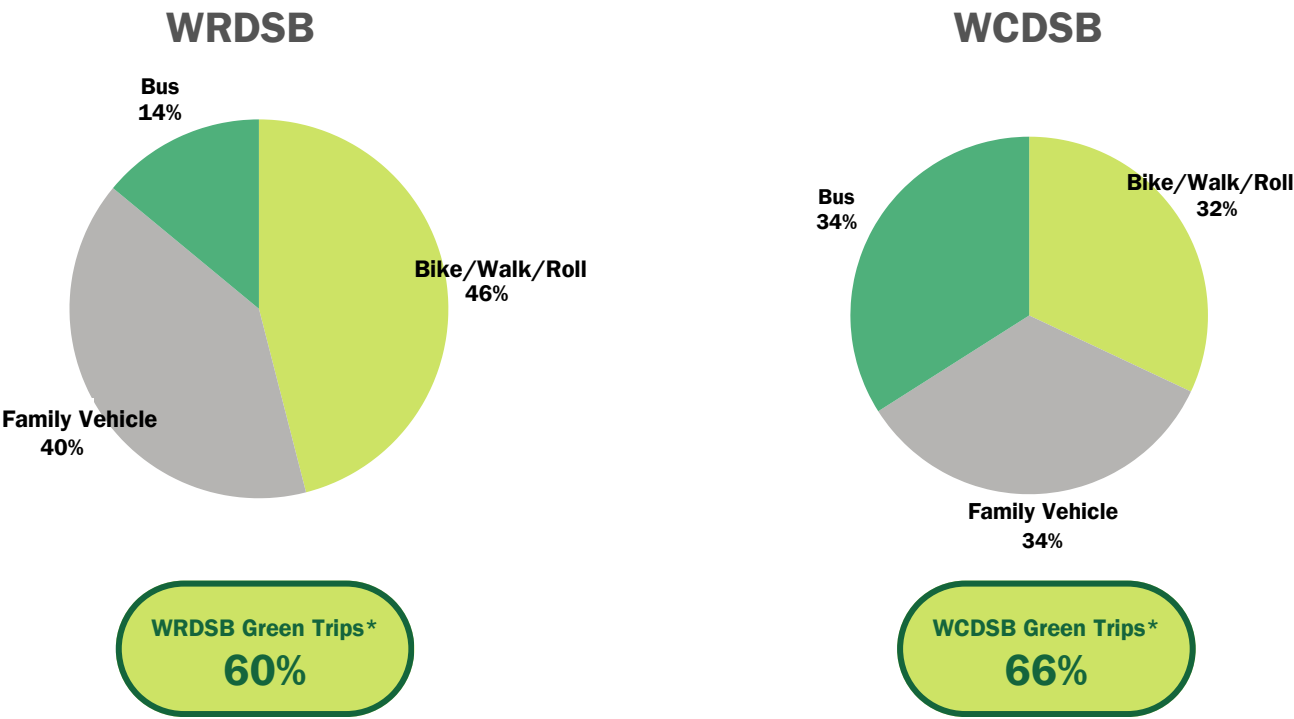
Student Engagement

How many students are actually using active travel to get to school? Counting student use of active school travel is difficult, so STP Planners are limited to collecting this data at 25-30 schools each year. The graphs below show average percentages of travel modes collected from select schools by hands' up surveys in classrooms at each board in the 2023-24 school year.

New this year, we are sharing “green trips” to school; this is the sum of the average number of active trips plus average number of bus trips to illustrate the average number of students who arrive by sustainable modes at the select schools we tallied.

Extrapolation of these numbers indicates that somewhere near 31,500 students in Waterloo region may be traveling by family vehicle.

Travel Modes



*Bike/Walk/Roll trips plus bus trips

Student Engagement

Our education and encouragement programs prepare and inspire children across the region to walk and roll to school. Our biggest event, **Winter Walk Day**, was shared with **28,486** students this year. The rest of our program participation is illustrated below.

Student Participants Per Program



Demand continues to grow for road safety programs and events that teach students greater road skills, grow their confidence, and give them opportunities for community leadership.

Sidewalk Smarts grew to nine (9) total schools, instructing 1107 students in grades 3 and 4 across both boards. Five (5) schools were supported through City of Kitchener's Vision Zero program.

Programs were offered in various formats depending on the school or community needs. For instance, bike rodeos were delivered in-class, after school, and as part of a community partnership. Trailblazer training mostly took place at Budd Park with CAA training, but was also delivered in-school for schools starting programs mid-year.

School Highlights



St. Peter C.E.S.

Neighbours Helping Neighbours



The St. Peter school community worked with area residents to solve the problem of student foot traffic mixing directly with vehicles on an access route. The City of Cambridge granted a Keep Calm grant and the Neighbours Helping Neighbours project was born. Residents, students, families, and staff used the funds to co-create a shared street that works for everyone.

Students now have a defined route into school, traffic is slowed and controlled, safety patrollers monitor crossings, and resident use is minimally disrupted.

SCHOOL TRAVEL PLANNING ANNUAL REPORT 2023-24

Our ideas in the process

Some other ideas we came up with were:

- Adding more crosswalks for students to be safer. This would be beneficial
- Adding a crossing guard to boost pedestrians safety
- A class for kids to learn better road rules so they feel and act safer
- A podcast that would teach drivers better road manners

We landed on our final idea of implementing a radar speed sign on a light post in the school parking lot intersection, with a connecting app that provides points when you follow the road rules.

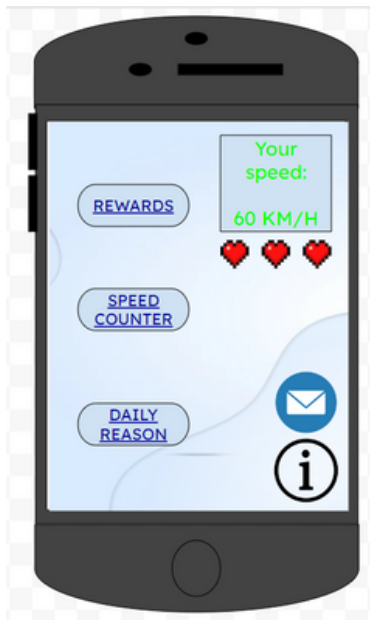
Traffic Rules & Safety Website

Home Information Fun Facts! Tips Podcasts Signage Grades

TRAFFIC JAM

ABOUT THIS WEBSITE

This is an educational and fun website for the purpose of learning traffic rules! The recommended ages for this website are 6 - 14. This website has a variety of different lessons, fun facts, tips, tricks & more! All of these activities are different depending on what grade you are in. Below is a guide that can lead



Groh P.S.

A Design Thinking Project



At Groh P.S., teacher Emily Copping led her grade 7 science class through a design thinking project that challenged students to improve the school's transportation system so that it is safe, efficient, and reliable.

Their solutions included websites and podcasts to teach traffic safety, a web application to encourage drivers to be courteous & safe and another app to find legal parking, a reward system for using active travel, cycling education posters, and more! The class also promoted bike to school week across the school.

SCHOOL TRAVEL PLANNING ANNUAL REPORT 2023-24



The Bike Bus starts with a few cyclists and grows as it weaves through the neighbourhood.



Adult volunteers demonstrate “pigs in the pen” bike handling activity at the bike rodeo.



A bike fixit station was provided by McPhails Bike Shop, ensuring students rode on road-safe equipment.

Sandhills P.S.

A Whole System Approach



Sandhills P.S. approached School Travel Planning in fall 2023, with a small committee of parents and staff working to solve the issue of traffic blocking bike lanes and driveways.

A walkabout with rightsholders brought forth a multi-pronged action plan to address this complex problem.

By the end of the school year, parking maps and traffic pamphlets were shared with families, a whole-school in-class bike rodeo taught and practice road skills, and students had their first bike bus ride to put their new skills to use.

Watch for more actions this school year!



Fourteen (14) students volunteered an entire PD Day to paint the crosswalks. The designs were created by fellow students and adapted slightly for ease of installation with gritty and bright traffic safety paint.

Resurrection C.S.S.

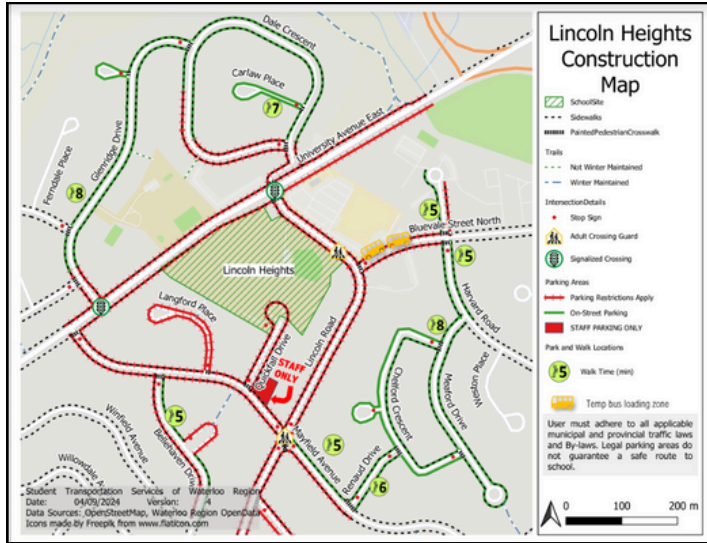
Operation Crosswalk



When Resurrection C.S.S. administrators approached STP Planners with concerns about student safety as they cross to busses and cars in the parking lot, we suggested a better defined crossing, and they took up the challenge!

Art teacher Jessica Carey challenged students to design a bright crossing, and then organized a group of 14 students to install the painting. The result demonstrates school pride, a focus on pedestrians, and a joyful welcome to students and guests.

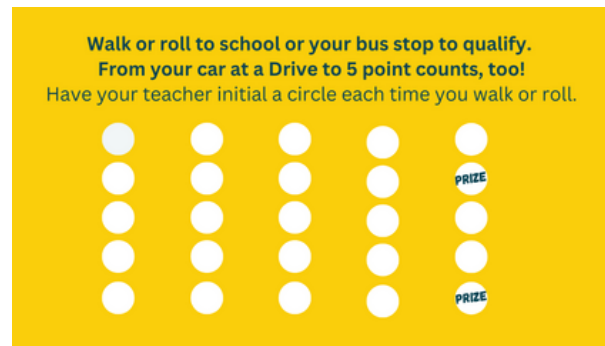
SCHOOL TRAVEL PLANNING ANNUAL REPORT 2023-24



A map showed families where to park safely and legally.



A poster shared details of the contest.



Teachers validated punchcards for students who earned opportunities to win prizes.

Lincoln Heights P.S.

Construction Woes



To prepare for construction that would block their entire street for weeks, Lincoln Heights P.S. in Waterloo held a Walk 'n Roll event to encourage active school travel and discourage vehicle use in the construction zone. Supported by the City of Waterloo, 250 students earned ballots in the event and five of those students won some great, outdoor play prizes - just before summer break:

- A first grade student won a new bike, helmet, bell and lights
- A third grade student won a new scooter and helmet
- Three other students won prizes sports equipment and other outdoor activities

Systemic Actions

Our School Travel Planning team takes actions to boost active school travel-supportive laws, policies, and practices. Here are some that we worked on in 2023-24.

Cycling Education Review

A consultant's review co-funded by STP partners examined the success and challenges of our region's beloved and defunct Cycling Into The Future cycling education program, and took stock of the region's needs. From there, the review suggested a strategy to build a sustainable program for the future of cycling education in Waterloo region.

The STP team facilitated meetings of an energized partnership to take that work to the level. The baseline work continues into the 2024-25 school year and has left us hopeful that Waterloo region will again have a program to teach bike skills at the elementary level.

School Safety Zones Expert Survey

Under the co-leadership of the City of Hamilton and STSWR, a panel of rightsholders across the province came together to devise a survey for experts that would explore opinions of the Highway Traffic Act's definition and treatment of school safety zones (SSZs) in Ontario.

The survey showed experts believe local municipalities should have more control

over the length and position of School Safety Zones as they are already able to do with Community Safety Zones, that driving behaviours like U-turns and parking should be restricted within School Safety Zones, that pedestrian-first crossings should be mandatory, and that increased fines should apply. The group has issued a public survey next to discover whether public opinion aligns.

Vision Zero at the City of Kitchener

When the City of Kitchener Vision Zero team approached us to support their education goals for the program, we were ready to jump into action. We quickly expanded our plans for Sidewalk Smarts and were able to deploy to an extra five (5) schools in Kitchener last year. We also worked with the City's team to devise Vision Zero info sheets for caregivers and materials for children, and we've revised our Community Road Model program for the 2024-25 school year.

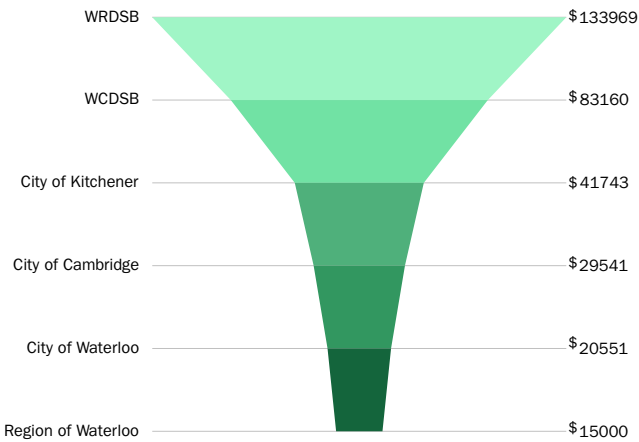


Financials

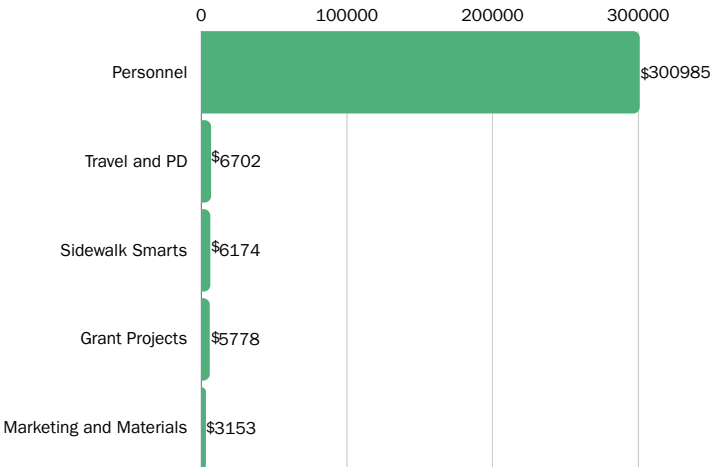
Funding for STP work is collaboratively supplied by municipal and school board partners. From September 1, 2023 to August 31, 2024 the total amount contributed was \$323,964; partner inputs are depicted in the funnel graph below.

The main expense for STP is personnel; the STP team spends time engaging with school communities, developing ideas from those communities, creating programs and materials, conducting data collection, building data reports, planning and executing events, and making maps.

Contributions



Expenses



Next Steps

We are excited to boost our presence in the 2024-25 school year in more ways than one! After deep exploration of our vision and mission, our team has determined a list of goals for the year that will visually and operationally streamline and strengthen our offerings. Our goals for 2024-25 include:

Align branding



The needs-based development of STP programs and services has resulted in bold programs whose branding doesn't match their strength. We are committed to branding STP products to show a unified approach no matter which actions are taken.

Build safe walking maps



Families that are not familiar with our streets and infrastructure will benefit from maps that show them sidewalks, crossings, signals, bike lanes and other features that make active travel an easier choice.

Create overviews for school



More accessible descriptions of our programs and tools will help school communities determine what actions they wish to take to address the exact problems they experience.

Improve access to information



We are exploring the use of a project management system to organize School Travel Planning activities, prompt workflow, link STP activities to individual schools, retain information

between and among STP Planners and allow robust reporting for funding partner stakeholders.

Explore School Streets



The City of Waterloo and STSWR have been invited to participate within the "Aspiring Communities Stream" of the National School Streets Initiative in response to requests for School Streets made by school communities and Council members. Aspiring Community partners may participate in School Street pilot projects to gather and share more information about the potential impacts of School Streets.

The Initiative is led by five core partners: Green Communities Canada, 8/80 Cities, Montreal Urban Ecology Centre, University of Montreal and Queens' University.



Summary

The 2023-24 school year brought many opportunities for further growth and development. Schools were more willing than ever to take on fuller action plans and to see projects through to the finish.

Multi-year engagement and repeat requests for interventions indicate schools are receiving the support they need to face traffic problems and to encourage more active school travel. Your STP team will continue to work with area partners to address the issues schools face.



Appendix A

STP Method

Ontario Active School Travel provides a toolkit and procedure that STSWR uses to guide STP processes. According to their website:

“School Travel Planning is a community-based model for implementing active school travel that systematically addresses barriers to and incentives for walking to school. School Travel Planning strengthens local commitment to active school travel.

“School Travel Planning (STP) is a proven cost-effective way to get more kids walking and wheeling to school. When effectively coordinated and implemented, it results in positive travel behaviour changes with health, safety, environmental, and economic benefits.

“Through STP, school and community stakeholders collaborate to create and implement school-level action plans that use all of the 5 areas to:

- address ongoing transportation and traffic safety problems
- increase the number of students using active and sustainable modes for all or part of the journey to school.[1]”

The 5 areas include:

1. **Education** - teaching students and community members about active transportation options and ensuring they have the skills to be safe near traffic
2. **Encouragement** - using events, activities, support systems, and incentives to promote AST
3. **Engineering** – working with partners to make improvements to the built environment on and off school property to increase safety; “the majority of the studies finding null effects on AST only focused on non-infrastructure strategies through either educational (Ducheyne et al, 2014; McMinn et al., 2012) or encouragement tactics (Bungum et al., 2014; Sayers et al., 2012; Hunter et al., 2015) without addressing environmental barriers.[2]”
4. **Reinforcement** – partnering with police and bylaw officers on traffic and crime concerns in the neighborhoods around schools and along school routes, encouraging administrators to supervise traffic on school property, and encouraging parents/guardians to abide by traffic laws while reinforcing better drop-off behaviours
5. **Evaluation** – bringing attention to the mode split and assessing the effectiveness of the interventions

[1] <https://ontarioactiveschooltravel.ca/school-travel-planning/> extracted October 28, 2020.

[2] Mammen, George. *School Travel Planning in Canada: A Holistic Examination of Program Impact on Active School Travel*. University of Toronto, Graduate Department of Exercise Sciences. 2016; pp. 31.

Appendix B

School List

Rank	School	Municipality	Board
Champion	Chicopee Hills	Kitchener	WRDSB
Champion	Edna Staebler	Waterloo	WRDSB
Champion	Janet Metcalfe	Kitchener	WRDSB
Champion	Mary Johnston	Waterloo	WRDSB
Champion	Saginaw	Cambridge	WRDSB
Champion	Sandhills	Kitchener	WRDSB
Champion	Wilson Avenue	Kitchener	WRDSB
Gold	Brigadoon	Kitchener	WRDSB
Gold	Groh	Kitchener	WRDSB
Gold	St. Peter	Cambridge	WCDSB
Silver	Avenue Road	Cambridge	WRDSB
Silver	Elizabeth Ziegler	Waterloo	WRDSB
Silver	Franklin	Kitchener	WRDSB
Silver	Holy Spirit	Cambridge	WCDSB
Silver	Howard Robertson	Kitchener	WRDSB
Silver	Lackner Woods	Kitchener	WRDSB
Silver	Laurelwood	Waterloo	WRDSB
Silver	Moffat Creek	Cambridge	WRDSB
Silver	St. Boniface	Woolwich	WCDSB
Silver	St. Luke	Waterloo	WCDSB
Silver	St. Matthew	Waterloo	WCDSB
Silver	Trillium	Kitchener	WRDSB
Silver	Vista Hills	Waterloo	WRDSB

Rank	School	Municipality	Board
Bronze	Abraham Erb	Waterloo	WRDSB
Bronze	Bridgeport	Kitchener	WRDSB
Bronze	Central	Cambridge	WRDSB
Bronze	Clemens Mill	Cambridge	WRDSB
Bronze	Courtland	Kitchener	WRDSB
Bronze	Elgin St.	Cambridge	WRDSB
Bronze	Forest Hill	Kitchener	WRDSB
Bronze	Hillcrest	Cambridge	WRDSB
Bronze	J.W. Gerth	Kitchener	WRDSB
Bronze	Jacob Hespeler SS	Cambridge	WRDSB
Bronze	Jean Steckle	Kitchener	WRDSB
Bronze	King Edward	Kitchener	WRDSB
Bronze	MacGregor	Waterloo	WRDSB
Bronze	Millen Woods	Waterloo	WRDSB
Bronze	Oak Creek	Kitchener	WRDSB
Bronze	Pioneer Park	Kitchener	WRDSB
Bronze	Preston	Cambridge	WRDSB
Bronze	Resurrection CSS	Waterloo	WCDSB
Bronze	Riverside	Woolwich	WRDSB
Bronze	Southridge	Kitchener	WRDSB
Bronze	St. Agnes	Waterloo	WCDSB
Bronze	St. Anne (K)	Kitchener	WCDSB
Bronze	St. Augustine	Cambridge	WCDSB
Bronze	St. Benedict	Cambridge	WCDSB
Bronze	St. John	Kitchener	WCDSB
Bronze	St. John Paul II	Kitchener	WCDSB
Bronze	St. Mark	Kitchener	WCDSB
Bronze	St. Michael	Cambridge	WCDSB
Bronze	St. Nicholas	Waterloo	WCDSB
Bronze	St. Teresa Kitchener	Kitchener	WCDSB
Bronze	St. Timothy	Kitchener	WCDSB
Bronze	Suddaby	Kitchener	WRDSB
Bronze	Waterloo Collegiate Inst.	Waterloo	WRDSB

Rank	School	Municipality	Board
Explorer	Blair Road	Cambridge	WRDSB
Explorer	Blessed Sacrament	Kitchener	WCDSB
Explorer	Cameron Heights CI	Kitchener	WRDSB
Explorer	Coronation	Cambridge	WRDSB
Explorer	Hespeler	Cambridge	WRDSB
Explorer	Hillside	Kitchener	WRDSB
Explorer	J.F. Carmichael	Kitchener	WRDSB
Explorer	John Mahood	Woolwich	WRDSB
Explorer	John Sweeney	Kitchener	WCDSB
Explorer	Lexington	Waterloo	WRDSB
Explorer	Lincoln Heights	Waterloo	WRDSB
Explorer	Manchester	Cambridge	WRDSB
Explorer	Our Lady of Fatima	Cambridge	WCDSB
Explorer	Our Lady of Lourdes	Waterloo	WCDSB
Explorer	Shepphard	Kitchener	WRDSB
Explorer	Silverheights	Cambridge	WRDSB
Explorer	Smithson	Kitchener	WRDSB
Explorer	St. Anne (C)	Cambridge	WCDSB
Explorer	St. Brigid	North Dumfries	WCDSB
Explorer	St. Daniel	Kitchener	WCDSB
Explorer	St. Elizabeth	Cambridge	WCDSB
Explorer	St. Josephine	Kitchener	WCDSB
Explorer	St. Margaret of Scotland	Cambridge	WCDSB
Explorer	St. Vincent de Paul	Cambridge	WCDSB
Explorer	Williamsburg	Kitchener	WRDSB
Explorer	Winston Churchill	Waterloo	WRDSB

Appendix C

Program Descriptions

The following programs work in various ways to address barriers to active travel:

Active Transportation Celebration Events – Celebrates students who use active travel and encourages their peers to find ways to experience the active commute, sometimes for the first time. Individual school events can occur throughout the year.

Bike Bus – An organized system of getting children to school on bikes under the supervision of qualified adult volunteers.

Bike to School Week – Celebrates active modes of transportation like cycling and wheeling across Ontario. In Waterloo region, municipal partners provide incentives to join a region-wide celebration.

BikeWalkRoll – Allows schools to discover their modal split so they know how many children are walking, cycling, rolling (includes scootering and mobility devices), riding city transit, riding school buses, or being driven to school. This information is particularly useful in the action planning stage of school travel planning.

CAA Standing Foot Patrol – Trains student leaders to monitor school crossings by ensuring students cross roads near their school in a safe and responsible manner. Unlike Adult Crossing Guards, Patrollers do not stop or direct traffic. This program is provided by CAA through STSWR in partnership with Waterloo Region Police Services, and the cities of Cambridge, Kitchener, and Waterloo.

Community Road Model - Asks all road users to pledge to obey traffic laws, use active transportation more often, and to be courteous road users. Students take the pledge in class and a take-home discussion primer helps students encourage their parents or guardians to take the pledge, drive more safely, and place decals in vehicle windows.

Drive-to-5 Maps – Identifies safe and legal street parking a short distance away from the school to disperse congestion and leave school access points safer for children on foot. This program is a steppingstone towards active travel for hesitant parents.

Kindergarten Package – Introduces parents to the expectation that our smallest children can walk to the bus stop or to school, and helps parents teach their children about walking and road safety. Can include milestone magnets outlining coaching how-to's and Kindergarten orientation flyers and presentation slides.

Parking Restriction Request Support – Helps schools build a case to advocate for changes to parking restrictions when and where necessary.

Program Descriptions

Continued...

Sidewalk Smarts – Introduces grades 3 and 4 students to complex pedestrian skills. Students learn in-class and then practice skills curbside to get real life experience on familiar streets. Students take home a checklist that parents can use to gauge their child(ren)'s readiness to actively travel independently.

Trailblazers – Trains student walking experts who walk preferred routes to school wearing class II safety vests. This program provides greater visibility of active school commuters, provides a greater level of pedestrian skill knowledge on school routes, and helps to highlight preferred routes to other students.

Walking School Bus - An organized system of getting children to school on foot under the supervision of qualified adult volunteers.

Winter Walk Day – a Region-wide event held on the first Wednesday of February to celebrate those who walk in all weather and to encourage those who don't to try it.



Report to Committee of the Whole

November 11, 2024

Subject: Annual Audit Committee Report – 2023-2024

Recommendation

This report is for the information of the Board.

Status

Audit Committee Members

The Audit Committee consisted of the following members:

- Trustee Kathleen Woodcock (Chair)
- Trustee Scott Piatkowski
- Trustee Meena Waseem
- Tracy Williams, External Member
- Graham Rumble, External Member

In addition, other attendees at the committee meetings included:

- Jeewan Chanicka, Director of Education
- Graham Shantz, Associate Director (September 2023- May 2024)
- Nick Landry, Superintendent, Business Services & Treasurer of the Board
- Miruna Armellini, Controller, Financial Services
- Andrea Eltherington, Regional Internal Audit Manager
- Shannon Thompson, Manager of Review Services
- Melanie Dugard, Principal, Doane Grant Thornton LLP

Administrative Tasks

At the beginning of the year, and in accordance with recommended good practice, various administrative tasks were completed. These included:

- developing a work plan; and
- developing a meeting schedule and agenda for the year.

Meetings

It was agreed to hold four meetings throughout the year, from September to May.

The members in attendance at each meeting were as follows:

<i>Member's Name</i>	<i>September 26, 2023</i>	<i>November 8, 2023</i>	<i>February 7, 2024</i>	<i>June 3, 2024</i>
<i>Kathleen Woodcock, Chair</i>	X	X	X	X
<i>Scott Piatkowski</i>	X	X	X	X
<i>Graham Rumble</i>	X	X	X	X
<i>Meena Waseem</i>	X	X	X	X
<i>Tracy Williams</i>	X	X	X	X

X – Present ABS - Absent N/A - Not applicable

Governance

The Audit Committee operated throughout the fiscal year ending August 31, 2024. All of the members satisfied the eligibility requirements in accordance with Ontario Regulation 361/10.

External Auditors

The relationship with the external auditors, Doane Grant Thorton LLP, has been satisfactory and in-camera meetings were held during the year between the Audit Committee and the external auditor. Doane Grant Thorton presented an Audit Plan to the committee on June 3, 2024, including confirmation of their independence. The Audit Committee reviewed and recommended the approval of the 2022/2023 annual audited financial statements on November 8, 2023.

Regional Internal Audit Team (RIAT)

The relationship with the Regional Internal Audit Team (RIAT) has been satisfactory and private meetings were held during the year between the RIAT Manager and Audit Committee. The Audit Committee reviewed the results of the risk assessment, as well as the risk-based internal audit plan for the 2024/25 fiscal year.

During the 2023/2024 fiscal year, the following internal audits or other engagements (i.e. audit follow-up reviews) were started by the Regional Internal Audit Team (RIAT):

- Human Rights Complaint Process
- Audit Follow-Up Reviews
 - IT Back-up, Disaster, and Recovery Follow-up
 - IT Security, Penetration, Vulnerability Assessment Follow-up

- Payroll Follow-up
- Privacy Follow-up
- IT Vulnerability

The following audits or audit follow-ups were approved in the 2023/2024 audit plan and were completed in the 2023/2024 fiscal year:

- Human Rights Complaint Process
- Penetration Testing

The following audit follow-ups were approved for the 2023/2024 audit plan but deferred by management to 2024/2025:

- Legal Contract

The Audit Committee endorsed each report, including management's action plan.

The Audit Committee received reports from RIAT that assessed management's progress toward implementation of action plans developed in response to previous audit findings. This enabled the Audit Committee to engage management in a discussion regarding progress and any challenges that were being identified with implementation.

Background

Under Ontario Regulation 361/10 of the Education Act, there is a requirement for the Audit Committee to provide an annual report to the Board. Pursuant to the regulation, the report to the Board shall include:

- a) a summary of the work performed by the committee since the last report;
- b) an assessment by the committee of the board's progress in addressing any findings and recommendations that have been made by the internal or external auditor;
- c) a summary of the matters addressed by the committee at its meetings;
- d) the attendance record of members of the committee; and
- e) any other matter that the committee considers relevant.

Financial Implications

No financial implications.

Communications

Per the regulation, the above noted summary will be provided to the Ministry of Education. No additional communication is planned.

Prepared by: Nick Landry, Superintendent, Business Services & Treasurer of the Board
Kathleen Woodcock, Chair of the Board Audit Committee
in consultation with Leadership Council



Report to Committee of the Whole

November 11, 2024

Subject: 2023-24 Audited Financial Statements

Recommendation

That the Waterloo Region District School Board approve the Audited Financial Statements for the year ended August 31, 2024, as recommended by the Board's Audit Committee.

Status

The draft 2023-2024 Waterloo Region District School Board (WRDSB) Consolidated Financial Statements are attached.

Background

Pursuant to Regulation 361/10 of the Education Act, one of the duties of the Board Audit Committee after reviewing the Financial Statements is, "To recommend, if the Audit Committee considers it appropriate to do so, that the Board of Trustees (Board) approve the Annual Audited Financial Statements." The Board Audit Committee consists of three trustees and two external members with financial expertise.

The draft 2023-2024 Audited Financial Statements were presented at the Board Audit Committee meeting on November 6, 2024. Melanie Dugard, Principal at Doane Grant Thornton LLP, was present at the Audit Committee meeting to elaborate on the audit performed by Doane Grant Thornton, and to respond to questions. After reviewing the statements, the Board Audit Committee passed a motion recommending that the Board approve the Audited Financial Statements.

Financial implications

No financial implications.

Communications

After approval of the Financial Statements by the Board, the Financial Statements will be published as per Section 252(2) of the Education Act by posting them on the WRDSB's website.

Prepared by: Miruna Armellini, Controller, Financial Services,
Nick Landry, Superintendent, Business Services & Treasurer of the
Board, on behalf of
Trustee Kathleen Woodcock, Chair of the Board Audit Committee,
in consultation with Leadership Council

Consolidated Financial Statements

Waterloo Region District School Board

August 31, 2024

DRAFT

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Consolidated Statement of Changes in Net Debt	6
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Independent auditor's report

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T +1 416 366 0100
F +1 905 804 0509

To the Board of Trustees of the
Waterloo Region District School Board

Opinion

We have audited the consolidated financial statements of Waterloo Region District School Board ("the Board"), which comprise the consolidated statement of financial position as at August 31, 2024, and the consolidated statements of operations, changes in net debt and cash flow for the year then ended, and notes to the consolidated financial statements, including a summary of significant accounting policies.

In our opinion, the accompanying consolidated financial statements are prepared, in all material respects, in accordance with the basis of accounting described in Note 1 to the consolidated financial statements.

Basis for Opinion

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the *Auditor's Responsibilities for the Audit of the Consolidated Financial Statements* section of our report. We are independent of the Board in accordance with the ethical requirements that are relevant to our audit of the consolidated financial statements in Canada, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Emphasis of Matter

We draw attention to Note 1 to the consolidated financial statements, which describes the basis of accounting used in the preparation of these consolidated financial statements and the significant differences between such basis of accounting and Canadian public sector accounting standards. Our opinion is not modified in respect of this matter.

Responsibilities of Management and Those Charged with Governance for the Consolidated Financial Statements

Management is responsible for the preparation of these consolidated financial statements in accordance with Canadian public sector accounting standards, and for such internal control as management determines is necessary to enable the preparation of consolidated financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the consolidated financial statements, management is responsible for assessing the Board's ability to continue as a going concern, disclosing, as applicable, matters related to a going concern and using the going concern basis of accounting unless management either intends to liquidate the Board or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the Board's financial reporting process.

Auditor's Responsibilities for the Audit of the Consolidated Financial Statements

Our objectives are to obtain reasonable assurance about whether the consolidated financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these consolidated financial statements.

As part of an audit in accordance with Canadian generally accepted auditing standards, we exercise professional judgment and maintain professional skepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the consolidated financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Board's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Board's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the consolidated financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the Board to cease to continue as a going concern.
- Obtain sufficient appropriate audit evidence regarding the financial information of the entities or business activities within the Board and the organizations it controls to express an opinion on the consolidated financial statements. We are responsible for the direction, supervision and performance of the group audit. We remain solely responsible for our audit opinion.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

Mississauga, Canada
XXX xx, 2024

Chartered Professional Accountants
Licensed Public Accountants

Waterloo Region District School Board

Consolidated Statement of Financial Position

As at August 31

2024

2023

Financial assets

Cash and cash equivalents	\$ 46,806,443	\$ 58,047,571
Accounts receivable – other (Note 3)	149,834,876	75,362,849
Accounts receivable – Government of Ontario – approved capital (Note 3)	<u>106,959,619</u>	<u>112,221,197</u>
	<u>303,600,938</u>	<u>245,631,617</u>

Liabilities

Accounts payable and accrued liabilities	131,693,824	47,741,989
Net debenture debt and capital loans (Notes 9 and 10)	81,406,093	90,250,822
Deferred revenue (Note 4)	32,967,697	48,406,540
Employee benefits payable (Note 8)	22,109,017	22,447,884
Asset retirement obligation (ARO) (Note 6)	85,135,273	84,265,425
Deferred capital contributions (Note 5)	<u>633,330,299</u>	<u>628,836,139</u>
	<u>986,642,203</u>	<u>921,948,799</u>

Net debt (683,041,265) (676,317,182)

Non-financial assets

Inventories of supplies	871,870	820,521
Prepaid expenses	21,011,311	21,638,726
Tangible capital assets (TCA) (Note 13)	<u>811,289,622</u>	<u>783,892,641</u>
	<u>833,172,803</u>	<u>806,351,888</u>

Accumulated surplus (Note 14) \$ 150,131,538 \$ 130,034,706

Contractual obligations and contingent liabilities (Note 17)

On behalf of the Board

Director of Education

Chair of the Board

Date _____

Date _____

See accompanying notes to the consolidated financial statements.

Waterloo Region District School Board

Consolidated Statement of Operations

Year ended August 31, 2024

	<u>2024</u> <u>Budget</u>	<u>2024</u> <u>Actual</u>	<u>2023</u> <u>Actual</u>
Revenues			
Grants for Student Needs (Note 11)			
Provincial legislative grants	\$ 622,255,975	\$ 620,354,159	\$ 575,969,437
Education property tax	176,924,935	181,598,793	173,945,894
Provincial grants – other	9,392,915	92,534,637	14,453,738
School generated funds revenue	8,780,000	10,505,569	8,972,568
Federal grants and fees	-	166,869	-
Investment income	660,500	4,654,615	1,834,822
Other fees and revenues from other sources	37,704,240	51,047,121	25,222,513
Amortization of deferred capital contributions	-	45,793,002	47,386,011
Total revenues	<u>855,718,565</u>	<u>1,006,654,765</u>	<u>847,784,983</u>
Expenses (Note 12)			
Instruction expenses	651,004,734	768,999,520	647,331,962
Administration expenses	18,780,433	22,859,043	22,082,195
Transportation expenses	23,325,700	23,137,349	21,924,011
Pupil accommodation expenses	116,455,286	130,129,397	121,777,794
School generated funds expenses	8,780,000	10,307,624	8,432,279
Other expenses (Note 21)	30,017,492	31,125,000	31,779,661
Total expenses	<u>848,363,645</u>	<u>986,557,933</u>	<u>853,327,902</u>
Annual surplus (deficit) (Note 14)	7,354,920	20,096,832	(5,542,919)
Accumulated surplus at beginning of year	<u>106,424,315</u>	<u>130,034,706</u>	<u>135,577,625</u>
Accumulated surplus at end of year	<u>\$ 113,779,235</u>	<u>\$ 150,131,538</u>	<u>\$ 130,034,706</u>

See accompanying notes to the consolidated financial statements.

Waterloo Region District School Board

Consolidated Statement of Cash Flows

Year ended August 31

2024

2023

Sources and uses of cash and cash equivalents

Operating transactions

Annual surplus (deficit)	\$ 20,096,832	\$ (5,542,919)
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Non-cash items including:

Amortization, write downs, (gains) loss on disposal of TCA	46,526,660	48,076,003
Amortization of TCA-ARO	2,643,540	1,908,405
Increase of ARO liabilities excluding settlements	1,170,744	13,171,116
Increase of TCA-ARO asset excluding amortization on TCA-ARO	(1,001,126)	(10,193,460)
Deferred capital contributions revenue	(45,793,002)	(47,386,011)
Decrease (Increase) in accounts receivable - other	(76,930,123)	46,175,597
Decrease (Increase) in accounts receivable – Delayed grant payment	2,458,096	10,057,504
Increase (Decrease) in accounts payable and accrued liabilities	83,951,835	(25,264,208)
Increase (Decrease) in deferred revenues-operating	(995,008)	(781,791)
Increase (Decrease) in employee benefits payable	(338,867)	(1,577,146)
Decrease (Increase) in prepaid expenses	627,415	(2,828,016)
Decrease (Increase) in inventories of supplies	(51,349)	(638,624)
Settlement of asset retirement liability through abatement	(300,896)	(1,011,025)
Cash provided by operating transactions	<u>32,064,751</u>	<u>24,165,425</u>

Capital transactions

Cash used to acquire tangible capital assets	(75,566,055)	(56,910,667)
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Financing transactions

Debt repaid and sinking fund contributions	(8,844,729)	(11,089,859)
Decrease in accounts receivable – Government of Ontario – approved capital	5,261,578	27,966,919
Additions to deferred capital contributions	50,287,162	53,844,293
Increase in deferred revenues – Capital	(14,443,835)	13,830,404
Net increase in cash from financing	<u>32,260,176</u>	<u>84,551,757</u>

Change in cash and cash equivalents	(11,241,128)	51,806,515
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Opening cash and cash equivalents	<u>58,047,571</u>	<u>6,241,056</u>
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Closing cash and cash equivalents	<u>\$ 46,806,443</u>	<u>\$ 58,047,571</u>
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See accompanying notes to the consolidated financial statements.

Waterloo Region District School Board

Consolidated Statement of Changes in Net Debt

Year ended August 31

	<u>2024</u> <u>Actual</u>	<u>2023</u> <u>Actual</u>
Annual surplus (deficit)	<u>\$ 20,096,832</u>	<u>\$ (5,542,919)</u>
Tangible capital asset activity		
Acquisition of tangible capital assets	(75,566,055)	(56,910,667)
Amortization, write downs, (gains) loss on disposal of TCA	46,526,660	48,076,003
Amortization of TCA - ARO	2,643,540	1,908,405
Changes in estimate of TCA - ARO	(1,001,126)	(10,193,460)
Total tangible capital asset activity	<u>(27,396,981)</u>	<u>(17,119,719)</u>
Other non-financial asset activity		
Acquisition of supplies inventories	(871,870)	(820,521)
Acquisition of prepaid expenses	(21,011,311)	(21,638,726)
Consumption of supplies inventories	820,521	181,897
Use of prepaid expenses	21,638,726	18,810,710
Total other non-financial asset activity	<u>576,066</u>	<u>(3,466,640)</u>
Change in net debt	(6,724,083)	(26,129,278)
Net debt at beginning of year	<u>(676,317,182)</u>	<u>(650,187,904)</u>
Net debt at end of year	<u>\$ (683,041,265)</u>	<u>\$ (676,317,182)</u>

See accompanying notes to the consolidated financial statements.

Waterloo Region District School Board

Notes to the Consolidated Financial Statements

August 31, 2024

1. Summary of significant accounting policies

The consolidated financial statements of Waterloo Region District School Board (the “board”) are prepared by management in accordance with the basis of accounting described below.

Basis of accounting

These consolidated financial statements have been prepared in accordance with the Financial Administration Act supplemented by Ontario of Education memorandum 2004:B2 and Ontario Regulations 395/11 of the Financial Administration Act.

The Financial Administration Act requires that the consolidated financial statements be prepared in accordance with the accounting principles determined by the relevant Ministry of the Province of Ontario. A directive was provided by the Ontario Ministry of Education within memorandum 2004:B2 requiring school boards to adopt Canadian public sector accounting standards commencing with the year ended August 31, 2004 and that changes may be required to the application of these standards as a result of regulation.

In 2011, the government passed Ontario Regulation 395/11 of the Financial Administration Act. The regulation requires that contributions received or receivable for the acquisition or development of depreciable tangible capital assets, and contributions of depreciable tangible capital assets for use in providing services, be recorded as deferred capital contributions and be recognized as revenue in the statement of operations over the periods during which the asset is used to provide service at the same rate that amortization is recognized in respect of the related asset. The regulation further requires that if the net book value of the depreciable tangible capital asset is reduced for any reason other than depreciation, a proportionate reduction of the deferred capital contribution along with a proportionate increase in the revenue is recognized. For Ontario school boards, these contributions include government transfers, externally restricted contributions and, historically, property tax revenue.

The accounting policy requirements under Regulation 395/11 are significantly different from the requirements of Canadian public sector accounting standards which requires that:

- government transfers, which do not contain a stipulation that creates a liability, be recognized as revenue by the recipient when approved by the transferor and the eligibility criteria have been met in accordance with public sector accounting standard PS3410;
- externally restricted contributions be recognized as revenue in the period in which the resources are used for the purpose or purposes specified in accordance with public sector accounting standard PS3100; and
- property taxation revenue be reported as revenue when received or receivable in accordance with public sector accounting standard PS3510.

As a result, revenue recognized in the statement of operations and certain related deferred revenues and deferred capital contributions would be recorded differently under Canadian Public Sector Accounting Standards (PSAS).

Waterloo Region District School Board

Notes to the Consolidated Financial Statements

August 31, 2024

1. Summary of significant accounting policies (continued)

Reporting entity

The consolidated financial statements reflect the assets, liabilities, revenues and expenses of the reporting entity. The reporting entity comprises all organizations accountable for the administration of their financial affairs and resources to the board and which are controlled by the board.

School generated funds, which include the assets, liabilities, revenues and expenses of various organizations that exist at the school level, as well as the Waterloo Education Foundation Inc., that are controlled by the board, are reflected in the consolidated financial statements.

The consolidated financial statements also reflect the board's pro-rata share of assets, liabilities, revenues and expenses of the Student Transportation Services of Waterloo Region Inc. (STSWR), which is a partnership that was formed with Waterloo Catholic District School Board. Inter-departmental and inter-organizational transactions and balances between these organizations have been eliminated.

Trust funds

Trust funds and their related operations administered by the board are not included in the consolidated financial statements as they are not controlled by the board.

Financial Instruments

Financial instruments are classified into three categories: fair value, amortized cost or cost. The following chart shows the measurement method for each type of financial instrument.

<i>Financial Instrument</i>	<i>Measurement Method</i>
Cash and cash equivalents	Amortized Cost*
Accounts receivable	Amortized Cost
Accounts payable and accrued liabilities	Amortized Cost

Amortized cost is measured using the effective interest rate method. The effective interest method is a method of calculating the amortized cost of a financial asset or a financial liability (or a group of financial assets or financial liabilities) and of allocating the interest income or interest expense over the relevant period, based on the effective interest rate. It is applied to financial assets or financial liabilities that are not in the fair value category and is now the method that must be used to calculate amortized cost. Cost category: Amounts are measured at cost less any amount for valuation allowance. Valuation allowances are made when collection is in doubt.

Fair value category: The board manages and reports performance for groups of financial assets on a fair-value basis. Investments traded in an active market are reflected at fair value as at the reporting date. Sales and purchases of investments are recorded on the trade date. Transaction costs related to the acquisition of investments are recorded as an expense. Unrealized gains and losses on financial assets are recognized in the Statement of Remeasurement Gains and Losses until such time that the financial asset is derecognized due to disposal or impairment. At the time of derecognition, the related realized gains and losses are recognized in the Statement of Operations and Accumulated Surplus and related balances reversed from the Statement of Remeasurement Gains and Losses.

Waterloo Region District School Board

Notes to the Consolidated Financial Statements

August 31, 2024

1. Summary of significant accounting policies (continued)

Cash and cash equivalents

Cash and cash equivalents comprise of cash on hand, demand deposits and short-term investments. Short-term investments are highly liquid, are subject to insignificant risk of changes in value and have a short maturity term of less than 90 days. Short-term investments are recorded at the lower of cost and market value.

Deferred revenue

Certain amounts are received pursuant to legislation, regulation or agreement and may only be used in the conduct of certain programs or in the delivery of specific services, performance obligations and transactions. These amounts are recognized as revenue in the fiscal year the related expenditures are incurred or services performed.

Deferred capital contributions

Contributions received or receivable for the purpose of acquiring or developing a depreciable tangible capital asset for use in providing services, or any contributions in the form of depreciable tangible assets received or receivable for use in providing services, shall be recognized as deferred capital contributions as defined in Ontario Regulation 395/11 of the Financial Administration Act. These amounts are recognized as revenue at the same rate as the related tangible capital asset is amortized. The following items fall under this category:

- government transfers received or receivable for capital purpose;
- other restricted contributions received or receivable for capital purpose; and
- property taxation revenues that were historically used to fund capital assets.

Waterloo Region District School Board

Notes to the Consolidated Financial Statements

August 31, 2024

1. Summary of significant accounting policies (continued)

Retirement and other employee future benefits

The board provides defined retirement and other future benefits to specified employee groups. These benefits include pension, life insurance and health care benefits, dental benefits, retirement gratuity, worker's compensation and long-term disability benefits.

As part of ratified labour collective agreements for unionized employees that bargain centrally and ratified central discussions with the Principals and Vice-Principals Associations, the following Employee Life and Health Trusts (ELHTs) were established in 2016-17: Elementary Teachers' Federation of Ontario (ETFO), Ontario Secondary School Teachers' Federation (OSSTF), Elementary Teachers' Federation of Ontario — Education Workers (ETFO-EW) and Ontario Secondary School Teachers' Federation-Education Workers (OSSTF-EW). The following ELHTs were established in 2017-2018: The Education Workers' Alliance of Ontario (EWAO) Ontario Non-union Education Trust (ONE-T) for non-unionized employees including principals and vice-principals. The ELHTs provide health, life and dental benefits to teachers (excluding daily occasional teachers), education workers (excluding casual and temporary staff) and other school board staff. Currently, ONE-T ELHT also provides benefits to individuals who retired prior to the school board's participation date in the ELHT. These benefits are provided through a joint governance structure between the bargaining/employee groups, school board trustees associations and the Government of Ontario. Boards no longer administer health, life and dental plans for their employees and instead are required to fund the ELHT on a monthly basis based on a negotiated amount per full-time equivalency (FTE). Funding for the ELHTs is based on the existing benefits funding embedded within the Grants for Student Needs (GSN) including additional ministry funding in the form of a Crown Contribution and Stabilization Adjustment.

The board continues to provide health, dental and life insurance benefits for retired individuals that were previously represented by the following unions/federations: ETFO, OSSTF and OSSTF-EW.

In 2012, changes were made to the board's retirement gratuity plan, sick leave plan and retiree health, life and dental plan. The board has adopted the following policies with respect to accounting for these employee benefit:

- i. In prior years, the cost of retirement gratuities that vested or accumulated over the periods of service provided by the employee were actuarially determined using management's best estimate of salary escalation, accumulated sick days at retirement and discount rates. As a result of the plan change, the cost of retirement gratuities are actuarially determined using the employee's salary, banked sick days and years of service as at August 31, 2012 and management's best estimate of discount rates. The changes resulted in a plan curtailment and any unamortized actuarial gains or losses are recognized as at August 31, 2012. Any actuarial gains and losses arising from changes to the discount rate are amortized over the expected average remaining service life of the employee group.

Waterloo Region District School Board

Notes to the Consolidated Financial Statements

August 31, 2024

1. Summary of significant accounting policies (continued)

Retirement and other employee future benefits (continued)

For self-insured retirement and other employee future benefits that vest or accumulated over the periods of service provided by employees, such as life insurance and health care benefits for retirees, the cost is actuarially determined using the projected benefits method prorated on service. Under this method, the benefit costs are recognized over the expected average service life of the employee group. The changes to the retiree health, life and dental plans resulted in a plan curtailment and any unamortized actuarial gains and losses associated with the employees impacted by the change are recognized as at August 31, 2012.

For those self-insured benefit obligations that arise from specific events that occur from time to time, such as obligations for worker's compensation, long-term disability and life insurance and health care benefits for those on disability leave, the cost is recognized immediately in the period the events occur. Any actuarial gains and losses that are related to these benefits are recognized immediately in the period they arise.

- ii. Employer contributions to multi-employer defined pension plans, such as the Ontario Municipal Employees Retirement System pensions, are expensed in the period incurred.
- iii. For retirees, the liability is calculated as the present value of the expected future premium subsidy from the valuation date to the date that the retiree turns 65 or for the remaining lifetime, depending on the date of retirement.

Tangible capital assets

Tangible capital assets (TCA) are recorded at historical cost less accumulated amortization. Historical cost includes amounts that are directly attributable to acquisition, construction, development or betterment of the asset, as well as interest related to financing during construction and legally or contractually required retirement activities. When historical cost records were not available, other methods were used to estimate the costs and accumulated amortization.

Leases that transfer substantially all of the benefits and risks incidental to ownership of property are accounted for as leased tangible capital assets. All other leases are accounted for as operating leases and the related payments are charged to expenses as incurred.

Tangible capital assets, except land, are amortized on a straight-line basis over their estimated useful lives as follows:

Land improvements	15 years
Building and building improvements	40 years
Portable structures	20 years
Other buildings	20 years
Furniture and equipment	5 – 15 years
Computer hardware	3 years
Computer software	5 years
Vehicles	5 – 10 years
Leasehold improvements	over the life of the lease

Waterloo Region District School Board

Notes to the Consolidated Financial Statements

August 31, 2024

1. Summary of significant accounting policies (continued)

Tangible capital assets (continued)

Assets under construction and assets that relate to pre-acquisition and pre-construction costs are not amortized until the asset is available for productive use. Land permanently removed from service and held for resale is recorded at the lower of cost and estimated net realizable value. Cost includes amounts for improvements to prepare the land for sale or servicing. Building permanently removed from service and held for resale cease to be amortized and are recorded at the lower of carrying value and estimated net realizable value. Tangible capital assets that meet the criteria for financial assets are reclassified as "assets held for sale" on the consolidated statement of financial position.

Works of art and cultural and historic assets are not recorded as assets in these consolidated financial statements.

Government transfers

Government transfers, which include legislative grants, are recognized in the consolidated financial statements in the period in which events giving rise to the transfer occur, providing the transfers are authorized, any eligibility criteria have been met and reasonable estimates of the amount can be made. If government transfers contain stipulations which give rise to a liability, they are deferred and recognized in revenue when the stipulations are met.

Government transfers for capital are deferred as required by Regulation 395/11, recorded as deferred capital contributions (DCC) and recognized as revenue in the consolidated statement of operations at the same rate and over the same period as the asset is amortized.

Other revenue

Other revenues from transactions with performance obligations, for example, fees or royalties from the sale of goods or rendering of services, are recognized as the board satisfies a performance obligation by providing the promised goods or services to the payor. Other revenue from transactions with no performance obligations, for example, fines and penalties, are recognized when the board has the authority to claim or retain an inflow of economic resources and when a past transaction or event is an asset. Amounts received prior to the end of the year that will be recognized in subsequent fiscal year are deferred and reported as a liability. The majority of board revenues do not fall under the new PS 3400 accounting standard.

Investment income

Investment income is reported as revenue in the period earned.

When required by the funding government or related Act, investment income earned on externally restricted funds such as pupil accommodation, education development charges and special education forms part of the respective deferred revenue balances.

Long-term debt

Long-term debt is recorded net of related sinking fund asset balances.

Waterloo Region District School Board

Notes to the Consolidated Financial Statements

August 31, 2024

1. Summary of significant accounting policies (continued)

Budget figures

Budget figures have been provided for comparison purposes and have been derived from the budget approved by the Board of Trustees. The budget approved by the Trustees is developed in accordance with the provincially mandated funding model for school boards and is used to manage program spending within the guidelines of the funding model. The budget figures presented have been adjusted to reflect the same accounting policies that were used to prepare the consolidated financial statements.

Use of estimates

The preparation of consolidated financial statements in conformity with the basis of accounting described in Note 1 requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the consolidated financial statements, and the reported amounts of revenues and expenses during the year. Accounts subject to significant estimates include retirement and other future employee benefits and the estimated useful lives of tangible capital assets. Actual results could differ from these estimates.

There is measurement uncertainty surrounding the estimation of liabilities for asset retirement obligations of \$85,135,273 (2023 – \$84,265,425). These estimates are subject to uncertainty because of several factors including but not limited to incomplete information on the extent of controlled materials used (e.g. asbestos included in inaccessible construction material), indeterminate settlement dates, the allocation of costs between required and discretionary activities and/or change in the discount rate.

Education Property tax revenue

Under Canadian Public Sector Accounting Standards, the entity that determines and sets the tax levy records the revenue in the financial statements, which in the case of the board, is the Province of Ontario. As a result, education property tax revenue received from the municipalities is recorded as part of the Grants for Student Needs under Education Property Tax

2. Change In Accounting Policy-Adoption Of New Accounting Standards

The board adopted the following standards concurrently beginning September 1, 2023 retroactively: PS 3160 *Public Private Partnerships*, PS 3400 *Revenue* and adopted PSG-8 *Purchased Intangibles* prospectively.

PS 3400 *Revenue* establishes standards on how to account for and report on revenue, specifically differentiating between transactions that include performance obligations (i.e. the payor expects a good or service from the public sector entity), referred to as exchange transactions, and transactions that do not have performance obligations, referred to as non-exchange transactions. For exchange transactions, revenue is recognized when a performance obligation is satisfied. For non-exchange transactions, revenue is recognized when there is authority to retain an inflow of economic resources and a past event that gave rise to an asset has occurred.

Waterloo Region District School Board

Notes to the Consolidated Financial Statements

August 31, 2024

2. Change In Accounting Policy-Adoption Of New Accounting Standards (continued)

PSG-8 *Purchased Intangibles* provides guidance on the accounting and reporting for purchased intangible assets that are acquired through arm's length exchange transactions between knowledgeable, willing parties that are under no compulsion to act.

PS 3160 *Public Private Partnerships* (P3s) provides specific guidance on the accounting and reporting for P3s between public and private sector entities where the public sector entity procures infrastructure using a private sector partner.

No restatement has been recorded as a result of applying these new accounting standards.

3. Accounts receivable – Government of Ontario and Other

Government of Ontario

The Province of Ontario replaced variable capital funding with a one-time debt support grant in 2009-10. The board received a one-time grant that recognizes capital debt as of August 31, 2010 that is supported by the existing capital programs. The board receives this grant in cash over the remaining term of the existing capital debt instruments. The board may also receive yearly capital grants to support capital programs, which would be reflected in the account receivable balance.

The board has an account receivable from the Province of Ontario of \$106,959,610 with respect to capital grants (2023 - \$112,221,196).

Cash management strategy

The Ministry of Education introduced a cash management strategy effective September 1, 2018. As part of the strategy, the Ministry delays part of the grant payment to school boards where the adjusted accumulated surplus and deferred revenue balances are in excess of certain criteria set out by the Ministry. The balance of delayed grant payments included in the receivable balance from the Government of Ontario at August 31, 2024 is \$24,952,146 (2023 - \$27,410,242).

Waterloo Region District School Board

Notes to the Consolidated Financial Statements

August 31, 2024

4. Deferred revenue

Revenues received and that have been set aside for specific purposes by legislation, regulation or agreement are included in deferred revenue and reported on the consolidated statement of financial position.

Deferred revenue set aside for specific purposes by legislation, regulation or agreement as at August 31, 2024 comprises:

	Balance at August 31 2023	Externally restricted revenue and investment income 2024	Adjustment	Revenue recognized in the period	Transfers to deferred capital contributions	Balance at August 31 2024
Pupil accommodation	\$ 3,531,804	\$ 38,472,452	\$ -	\$ (25,109,451)	\$ (13,256,604)	\$ 3,638,201
Education development charges	24,937,943	11,262,890	-	(25,152,045)	-	11,048,788
Proceeds of disposition – minister exemptions and other	959,753	-	-	-	-	959,753
Proceeds of disposition – regular	1,487,034	-	-	-	(938,704)	548,330
Special education	6,586,416	102,426,062	-	(101,997,124)	-	7,015,354
Restricted grants	9,316,207	9,951,081	(1,490,242)	(9,031,619)	(618,431)	8,126,996
Other	1,587,383	1,503,940	-	(1,461,048)	-	1,630,275
Total deferred revenue	<u>\$ 48,406,540</u>	<u>\$163,616,425</u>	<u>\$ (1,490,242)</u>	<u>\$ (162,751,287)</u>	<u>\$ (14,813,739)</u>	<u>\$ 32,967,697</u>

Waterloo Region District School Board

Notes to the Consolidated Financial Statements

August 31, 2024

5. Deferred capital contributions

Deferred capital contributions include grants and contributions received that are used for the acquisition of tangible capital assets in accordance with Regulation 395/11 that have been expended by year-end. The contributions are amortized into revenue over the life of the asset acquired.

	<u>2024</u>	<u>2023</u>
Opening balance	\$ 628,836,139	\$ 622,377,857
Additions to deferred capital contributions	50,287,162	53,844,293
Revenue recognized in the period	<u>(45,793,002)</u>	<u>(47,386,011)</u>
Closing balance	<u>\$ 633,330,299</u>	<u>\$ 628,836,139</u>

6. Asset retirement obligations

The board discounts significant obligations where there is a high degree of confidence on the amount and timing of cash flows and the obligation will not be settled for at least five years from the reporting date. The discount and inflation rate is reflective of the risks specific to the asset retirement liability.

As at August 31, 2024, all liabilities for asset retirement obligations are reported at discounted cost with accretion.

A description of the beginning and ending aggregate carrying amount of the ARO liability is below:

	<u>2024</u>	<u>2023</u>
Liabilities for Asset Retirement Obligations at Beginning of Year	\$ 84,265,425	\$ 72,105,334
Liabilities Incurred During the Year		39,587
Increase in Liabilities Reflecting Changes in the Estimate of Liabilities ¹	1,001,126	10,153,873
Increase in Liabilities due to Accretions ²	169,618	2,977,656
Liabilities Settled During the Year	<u>(300,896)</u>	<u>(1,011,025)</u>
Liabilities for Asset Retirement Obligations at End of Year	<u>\$ 85,135,273</u>	<u>\$ 84,265,425</u>

¹ Reflecting changes in the estimated cash flows and the discount rate

² Increase in the carrying amount of a liability due to the passage of time

The board made an inflation adjustment increase in estimates of 3.66% as at March 31, 2024, to reflect costs as at that date. The board also made an inflation adjustment of 4.3% as of August 31, 2024 based on the average inflation rate from BCPI from the most current rate for Ottawa and Toronto.

In the 2022-23 financial statements, it was noted that the board made an inflation adjustment increase in estimates of 14.05% as at March 31, 2023, in line with the Provincial government fiscal year end, to liability balances based on previous cost estimates, to reflect costs as at that date. Based on a lookback of fiscal year 2022-23, the estimated rate of 14.05% (based on the Canada Building Construction Price Index (BCPI) data from October 1, 2021 to September 30, 2022, used to estimate the April 1, 2022 to March 31, 2023 escalation rate), was higher than the actual increase in BCPI of 10.88% during April 1, 2022 to March 31, 2023. As a result, the additional inflation applied to the ARO liability from the prior year's estimate was taken into account when determining how much to escalate as at March 31, 2024 in alignment with the Provincial government fiscal year end. According to provincial instruction, if no other adjustments were made to estimates at August 31, 2023, boards were to use an adjustment rate of 3.66% at March 31, 2024. If a school board applied further revaluation to their ARO liability after March 31, 2023, the school board determined the appropriate cost escalation rate at March 31, 2024 and updated their calculation based on the revaluation rate they applied, if any.

Waterloo Region District School Board

Notes to the Consolidated Financial Statements

August 31, 2024

7. Financial instruments

Risks arising from financial instruments and risk management

The board is exposed to a variety of financial risks including credit risk, liquidity risk and market risk. The board's overall risk management program focuses on the unpredictability of financial markets and seeks to minimize potential adverse effects on the board's financial performance.

Credit risk

The board's principal financial assets are cash, accounts receivable and investments, which are subject to credit risk. The carrying amounts of financial assets on the Statement of Financial Position represent the Board's maximum credit exposure as at the Statement of Financial Position date.

Liquidity risk

Liquidity risk is the risk that the board will not be able to meet all cash flow obligations as they come due. The Board mitigates the risk by monitoring cash activities and expected outflows through extensive budgeting, monitoring and maintaining sufficient cash on hand if unexpected cash outflows arise.

Market risk

The board is exposed to interest rate risk and price risk with regard to its short and long-term investments and interest rate risk on its long-term debt, all of which are regularly monitored.

The board's financial instruments consist of cash, accounts receivable, investments, accounts payable and accrued liabilities, and long-term debt. It is the Board's opinion that the Board is not exposed to significant interest rate or currency risks arising from these financial instruments except as otherwise disclosed.

Waterloo Region District School Board Notes to the Consolidated Financial Statements

August 31, 2024

8. Employee benefits payable

				<u>2024</u>	<u>2023</u>
	<u>Retirement gratuities</u>	<u>WSIB benefits</u>	<u>Sick leave benefits</u>	<u>Total employee future benefits</u>	<u>Total employee future benefits</u>
Opening balance accrued employee future benefit obligations at August 31	\$ 15,673,185	\$ 6,225,371	\$ 549,328	\$ 22,447,884	\$ 24,025,030
Current period benefit cost	-	2,685,855	625,460	3,311,315	2,507,772
Interest accrued	644,572	236,401	-	880,973	835,026
Less: benefit payments	(2,385,240)	(1,705,226)	(447,738)	(4,538,204)	(5,239,489)
Amortization of actuarial loss (gain)	108,639	-	(101,590)	7,049	319,545
Employee future benefit liability at August 31	<u>\$ 14,041,156</u>	<u>\$ 7,442,401</u>	<u>\$ 625,460</u>	<u>\$ 22,109,017</u>	<u>\$ 22,447,884</u>
				<u>2024</u>	<u>2023</u>
	<u>Retirement gratuities</u>	<u>WSIB benefits</u>	<u>Sick leave benefits</u>	<u>Total employee future benefits</u>	<u>Total employee future benefits</u>
Current period benefit cost	\$ -	\$ 2,685,855	\$ 625,460	\$ 3,311,315	\$ 2,507,772
Interest on accrued benefit obligation	644,572	236,401	-	880,973	835,026
Recognized actuarial losses (gains)	108,639	-	(101,590)	7,049	319,545
Employee future benefit expenses*	<u>\$ 753,211</u>	<u>\$ 2,922,256</u>	<u>\$ 523,870</u>	<u>\$ 4,199,337</u>	<u>\$ 3,662,343</u>

*Excluding pension contributions to the Ontario Municipal Employees Retirement System, a multi-employer pension plan, described below

Waterloo Region District School Board

Notes to the Consolidated Financial Statements

August 31, 2024

8. Employee benefits payable (continued)

Retirement benefits

Ontario Teacher's Pension Plan

Teachers and employees in related groups are eligible to be members of Ontario Teacher's Pension Plan. Employer contributions for these employees are provided directly by the Province of Ontario. The pension costs and obligations related to this plan are a direct responsibility of the province. Accordingly, no costs or liabilities related to this plan are included in the board's consolidated financial statements.

Ontario Municipal Employees Retirement System

All non-teaching employees of the board are eligible to be members of the Ontario Municipal Employees Retirement System (OMERS), a multi-employer pension plan. The plan provides defined pension benefits to employees based on their length of service and rates of pay. The board contributions equal the employee contributions to the plan. During the year ended August 31, 2024, the board contributed \$13,859,799 (2023 - \$10,490,293) to the plan. As this is a multi-employer pension plan, these contributions are the board's pension benefit expenses. No pension liability for this type of plan is included in the board's consolidated financial statements.

Retirement gratuities

The board provides retirement gratuities to certain groups of employees hired prior to specified dates. The board provides these benefits through an unfunded defined benefit plan. The benefit costs and liabilities related to this plan are included in the board's consolidated financial statements. The amount of the gratuities payable to eligible employees at retirement is based on their salary, accumulated sick days and years of service at August 31, 2012.

Retirement life insurance and health care benefits

The board provides life insurance, dental and health care benefits to certain employee groups after retirement until the members reach 65 years of age.

The premiums are based on the board experience and retirees' premiums may be subsidized by the board. The benefit costs and liabilities related to the plan are provided through an unfunded defined benefit plan and are included in the board's consolidated financial statements. Employees retiring on or after September 1, 2013 do not qualify for board subsidized premiums or contributions.

Waterloo Region District School Board

Notes to the Consolidated Financial Statements

August 31, 2024

8. Employee benefits payable (continued)

Actuarial assumptions

The accrued benefit obligations for employee future benefit plans as at August 31, 2024 are based on actuarial assumptions of future events determined for account purposes as at August 31, 2024 and based on updated average daily salary and banked sick days as at August 31, 2023. These valuations take into account the plan changes outlined above and the economic assumptions used in these valuations are the board's best estimates of expected rates of:

	<u>2024</u>	<u>2023</u>
Inflation	2.0%	2.0%
Discount on accrued benefit obligations	3.8%	4.4%

Workplace Safety and Insurance Board (WSIB) benefits

The board is a Schedule 2 employer under the Workplace Safety and Insurance Act (the "Act") and, as such, assumes responsibility for the payment of all claims to its injured workers under the Act. The board does not fund these obligations in advance of payments made under the Act. The benefit costs and liabilities related to this plan are included in the board's consolidated financial statements. School boards are required to provide salary top-up to a maximum of 4-1/2 years for employees receiving payments from the Workplace Safety and Insurance Board, where the collective agreement negotiated prior to 2012 included such a provision.

The Workplace Safety and Insurance Board obligations for employee future benefit plans as at August 31, 2024 are based on actuarial valuations for accounting purposes as at August 31, 2024. These actuarial valuations are based on assumptions about future events. For purposes of these calculations, the economic assumptions used in these valuations are the board's best estimates of expected rates of:

	<u>2024</u>	<u>2023</u>
Inflation	2.0%	2.5%
Discount on accrued benefit obligations	3.8%	4.4%

Sick leave top-up benefits

A maximum of eleven unused sick leave days from the current year may be carried forward into the following year only, to be used to top-up salary for illnesses paid through the short-term leave and disability plan in that year. The benefit costs expensed in the consolidated financial statements are \$625,460 (2023 - \$549,328).

The accrued benefit obligation for the sick leave top-up is based on an actuarial valuation for accounting purposes as of August 31, 2024.

Waterloo Region District School Board

Notes to the Consolidated Financial Statements

August 31, 2024

8. Employee benefits payable (continued)

Life insurance benefits

Based on the updated triennial Post-Retirement Benefits valuation prepared as at August 31, 2022 and special claims fluctuation reserve (CFR) information provided by the board as at September 1, 2023, the PSAS liability was set to nil for the Post-Retirement Benefits as at August 31, 2023 to reflect that no future premium is expected to be required to be paid by the board for the life insurance benefits.

Based on the valuation assumptions, the special CFR balance combined with the expected future premium payments made by the retirees is expected to be sufficient to cover the future death benefit payments and related administrative expenses and taxes and the board is not expected to be required to make any additional future premium payments to the insurer. The premium held in the special CFR by the insurer is required to be used solely for the payment of future life insurance claims. The insurer will continue to monitor the volumes over time and in the event the death benefit payments are made earlier than expected (i.e. amounts paid at the higher coverage level for certain retirees who have not reached the ultimate coverage amount of \$100,000) and/or the administration costs are higher, the board may be required to make additional premium payments in the future.

The PSAS liability will be monitored annually to ensure the board's expected future liability continues to be nil.

	<u>2024</u>	<u>2023</u>
Inflation	2.0%	2.0%
Discount on accrued benefit obligations	3.8%	4.4%

Health care and dental benefits

The board sponsors a separate plan for some retirees to provide group health care and dental benefits. The premiums are based on the experience or demographics of the group and retirees are required to pay 100% of the premium costs.

Waterloo Region District School Board

Notes to the Consolidated Financial Statements

August 31, 2024

9. Net long-term debt

Net debenture debt and capital loans reported on the consolidated statement of financial position comprises the following:

	<u>2024</u>	<u>2023</u>
Debenture #CDS 04-49 due on November 29, 2024. Interest payments semi annually at 5.161%	\$ 1,110,021	\$ 3,246,993
Debenture #CDS 06-53 due on October 30, 2026. Interest payments semi annually at 4.746%	3,308,760	4,527,377
Ontario Financing Authority Loan (OFA#1) due on November 17, 2031. Interest payments semi annually at 4.560%.	10,496,243	11,646,305
Ontario Financing Authority Loan (OFA#2) due on March 3, 2033. Interest payments semi annually at 4.900%	7,741,130	8,430,285
Ontario Financing Authority Loan (OFA#3) due on November 15, 2033. Interest payments semi annually at 5.347%.	6,882,807	7,426,060
Ontario Financing Authority Loan (OFA#4) due on March 13, 2034. Interest payments semi annually at 5.062%	3,089,025	3,326,580
Ontario Financing Authority Loan (OFA#5) due on November 15, 2034. Interest payments semi annually at 5.047%.	918,807	983,770
Ontario Financing Authority Loan (OFA#6) due on April 13, 2035. Interest payments semi-annually at 5.230%	5,374,973	5,732,567
Ontario Financing Authority Loan (OFA#7) due on April 13, 2036. Interest payments semi-annually at 4.833%	7,441,080	7,898,525
Ontario Financing Authority Loan (OFA#8) due on November 15, 2036. Interest payments semi-annually at 3.970%	4,642,911	4,924,949
Ontario Financing Authority Loan (OFA#9) due on March 9, 2037. Interest payments semi-annually at 3.564%	10,172,451	10,789,281

Waterloo Region District School Board

Notes to the Consolidated Financial Statements

August 31, 2024

9. Net long-term debt (continued)

	<u>2024</u>	<u>2023</u>
Ontario Financing Authority Loan (OFA#10) due on March 19, 2038. Interest payments semi-annually at 3.799%	19,690,503	20,754,612
Ontario Financing Authority Loan (OFA#11) due on March 11, 2039. Interest payments semi-annually at 4.003%	537,382	563,518
	<u>\$ 81,406,093</u>	<u>\$ 90,250,822</u>

Principal and interest payments relating to net long-term liabilities of \$102,579,069 outstanding as at August 31, 2024 are due as follows:

	<u>Principal payments</u>	<u>Interest</u>	<u>Total</u>
2024/25	\$ 8,125,137	\$ 3,470,469	\$ 11,595,606
2025/26	7,336,777	3,121,840	10,458,617
2026/27	6,963,812	2,786,960	9,750,772
2027/28	6,555,610	2,487,400	9,043,010
2028/29	6,853,744	2,191,190	9,044,934
Thereafter	<u>45,571,013</u>	<u>7,115,118</u>	<u>52,686,130</u>
Net long-term liabilities	<u>\$ 81,406,093</u>	<u>\$ 21,172,977</u>	<u>\$ 102,579,069</u>

10. Debt charges and capital loans interest

Expenditures for debt charges, capital loans and interest include principal and interest expense as follows:

	<u>2024</u>	<u>2023</u>
Principal payments on long-term liabilities	\$ 8,844,728	\$ 11,089,860
Interest expense on long-term liabilities	<u>3,912,130</u>	<u>4,392,677</u>
	<u>\$ 12,756,858</u>	<u>\$ 15,482,537</u>

Waterloo Region District School Board

Notes to the Consolidated Financial Statements

August 31, 2024

11. Grants for Student Needs

School boards in Ontario receive the majority of their funding from the provincial government. This funding comes in two forms: provincial legislative grants and local taxation in the form of education property tax. The provincial government sets the education property tax rate. Municipalities in which the board operates collect and remit education property taxes on behalf of the Province of Ontario. The Province of Ontario provides additional funding up to the level set by the education funding formulas: 79.7% (2023 – 88.6%) of the consolidated revenues of the board are directly controlled by the provincial government through the grants for student needs. The payment amounts of this funding are as follows:

	<u>2024</u>	<u>2023</u>
Provincial Legislative Grants	\$ 620,354,159	\$ 575,969,437
Education Property Tax	<u>181,598,793</u>	<u>173,945,894</u>
Grants for Student Needs	<u>\$ 801,952,952</u>	<u>\$ 749,915,331</u>

12. Expenses by object

The following is a summary of the expenses reported on the consolidated statement of operations by object:

	<u>Budget</u>	<u>2024 Actual</u>	<u>2023 Actual</u>
Salary and wages	\$ 598,276,373	\$ 715,549,702	\$ 581,971,053
Employee benefits	102,414,307	114,426,245	98,432,828
Staff development	4,247,868	1,861,568	1,736,674
Supplies and services	41,868,171	46,547,958	53,374,269
Interest charges on capital	3,800,649	3,792,317	4,225,492
Rental	2,075,800	1,915,856	2,040,093
Fees and contract services	38,745,577	41,366,682	41,355,191
Other	9,658,772	11,738,494	16,891,907
Amortization of tangible assets	46,811,937	46,526,653	48,076,003
Transfer to Other Boards	41,000	19,300	338,333
Accretion and Other Expenses – ARO	-	169,618	2,977,656
Amortization and Net Loss - ARO	-	<u>2,643,540</u>	<u>1,908,403</u>
	<u>\$ 847,940,454</u>	<u>\$ 986,557,933</u>	<u>\$ 853,327,902</u>

Waterloo Region District School Board

Notes to the Consolidated Financial Statements

August 31, 2024

13. Tangible capital assets

	Cost			Accumulated amortization			Net book value August 31 2024	Net book value August 31 2023
	Balance at August 31 2023	Additions and transfers	Disposals	Balance at August 31 2024	Balance at August 31 2023	Amortization	Balance at August 31 2024	
Land	\$ 112,933,522	\$ 25,051,871	\$ -	\$ 137,985,393	\$ -	\$ -	\$ 137,985,393	\$ 112,933,522
Land improvements	24,847,850	2,052,051	-	26,899,901	11,778,485	1,774,852	13,553,337	13,069,365
Buildings	1,116,697,777	34,397,470	-	1,151,095,247	482,981,180	37,998,694	520,979,874	633,716,597
Portable structures	6,621,029	154,054	-	6,775,083	5,355,325	334,901	5,690,226	1,265,704
Construction in progress	2,043,912	6,661,890	-	8,705,802	-	-	8,705,802	2,043,912
Pre-acquisition and construction cost	1,442,577	1,837,232	-	3,279,809	-	-	3,279,809	1,442,577
Furniture and equipment	11,080,861	877,650	-	11,958,511	6,455,116	1,092,984	7,548,100	4,625,745
Computer hardware and software	28,358,349	5,351,655	-	33,710,004	15,023,080	7,588,224	22,611,304	13,335,269
Vehicles	2,332,351	183,308	-	2,515,659	1,942,430	150,794	2,093,224	389,921
Leasehold-improvements	2,691,847	-	-	2,691,847	1,621,818	229,751	1,851,569	1,070,029
	<u>\$ 1,309,050,075</u>	<u>\$ 76,567,181</u>	<u>\$ -</u>	<u>\$ 1,385,617,256</u>	<u>\$ 525,157,434</u>	<u>\$ 49,170,200</u>	<u>\$ 574,327,634</u>	<u>\$ 783,892,641</u>

Assets under construction

Assets under construction (which include construction in progress and pre-acquisition cost) having a value of \$11,985,616 (2023 - \$3,486,493) have not been amortized.

Writedown of tangible capital assets

The writedown of tangible capital assets during the year was \$Nil (2023 - \$1,149,679).

Asset inventories for resale (assets permanently removed from service)

The board has identified no land and no building properties that qualify as "assets permanently removed from service".

Waterloo Region District School Board

Notes to the Consolidated Financial Statements

August 31, 2024

14. Accumulated surplus

Accumulated surplus consists of the following:

	<u>2024</u>	<u>2023</u>
Accumulated surplus - unappropriated	\$ 49,135,895	\$ 51,182,708
Invested in non-depreciable tangible capital assets (land)	138,213,134	113,116,696
Amounts restricted for future use by Board motion	12,477,739	12,996,401
Asset Retirement Obligation	(55,403,446)	(52,891,184)
Other	<u>5,708,216</u>	<u>5,630,085</u>
Total accumulated surplus	<u>\$ 150,131,538</u>	<u>\$ 130,034,706</u>

The annual surplus for 2024 \$20,096,837 (2023 – deficit of \$(5,542,919)) includes revenues recognized for land of \$25,096,438 (2023 - \$2,774,150), transfers to internally appropriated of \$518,662 (2023 - \$1,657,420), transfers (from)/ to externally appropriated of \$(2,427,081) (2023 - \$(2,848,071)) and recognized actuarial loss of \$7,049 (2023 - gain of \$(319,545)). The impact of these adjustments is summarized below:

	<u>2024</u>	<u>2023</u>
Annual deficit before the following items	\$ (2,046,809)	\$ (3,492,033)
Revenues recognized for land	25,096,438	2,774,150
Transfer (from) internally appropriated	(518,662)	(1,657,420)
Transfer (from)/ to externally appropriated	(2,427,086)	(2,848,071)
Recognized actuarial gain (loss)	<u>(7,049)</u>	<u>(319,545)</u>
Annual surplus	<u>\$ 20,096,832</u>	<u>\$ (5,542,919)</u>

15. Trust funds

Trust funds administered by the board amounting to \$1,899,611 (2023 - \$1,868,732) have not been included in the consolidated statement of financial position nor have their operations been included in the consolidated statement of operations.

16. Ontario School Board Insurance Exchange (OSBIE)

The Board is a member of the Ontario School Board Insurance Exchange (OSBIE), a reciprocal insurance company licensed under the Insurance Act of Ontario. OSBIE insures general liability, property damage and certain other risks. Liability insurance is available to a maximum of \$27 million per occurrence. Premiums paid to OSBIE for the policy year ending December 31, 2023 amount to \$1,462,869 (2023 - \$1,249,003). There are ongoing legal cases with uncertain outcomes that could affect future premiums paid by the School board.

Any school board wishing to join OSBIE must execute a reciprocal insurance exchange agreement whereby every member commits to a five-year subscription period, the current one of which will end on December 31, 2026.

OSBIE exercises stewardship over the assets of the reciprocal, including the guarantee fund. While no individual school board enjoys any entitlement to access the assets of the reciprocal, the agreement provides for two circumstances when a school board, that is a member of a particular underwriting group, may receive a portion of the accumulated funds of the reciprocal.

Waterloo Region District School Board

Notes to the Consolidated Financial Statements

August 31, 2024

16. Ontario School Board Insurance Exchange (OSBIE) (continued)

1. In the event that the board of directors determines, in its absolute discretion, that the exchange has accumulated funds in excess of those required to meet the obligations of the Exchange, in respect of claims arising in prior years in respect of the underwriting group, the Board of Directors may reduce the actuarially determined rate for policies of insurance or may grant premium credits or policyholder dividends for that underwriting group in any subsequent underwriting year.
2. Upon termination of the exchange of reciprocal contracts of insurance within an Underwriting Group, the assets related to the Underwriting Group, after payment of all obligations, and after setting aside an adequate reserve for further liabilities, shall be returned to each Subscriber in the Underwriting Group according to its subscriber participation ratio and after termination the reserve for future liabilities will be reassessed from time to time and when all liabilities have been discharged, any remaining assets returned as the same basis upon termination.

In the event that a Board or other Board organization ceases to participate in the exchange of contracts of insurance within an Underwriting Group or within the Exchange, it shall continue to be liable for any Assessment(s) arising during or after such ceased participation in respect of claims arising prior to the effective date of its termination of membership in the Underwriting Group or in the exchange, unless satisfactory arrangements are made with in the board of directors to buy out such liability.

17. Contractual obligations and contingent liabilities

Contractual obligations

The cost to complete construction contracts in progress at August 31, 2024 is estimated to be \$32,489,592 (2023 - \$19,074,455).

Contingent liabilities

The board has various labour related and legal issues that are outstanding. Although the outcome of these matters is not known, management has made an estimate of what it believes represents the minimum amount that will become payable and this estimate has been recorded in these financial statements. The amount of the estimate has not been disclosed, as proceedings relating to these matters are ongoing. Based on the nature of the matters and existing knowledge, it is reasonably possible that changes in future conditions in the near term could require a material change in the recognized amounts. The difference between the recognized amount and the actual amount will be recorded in the period that the settlement of this matter is reached.

Operating lease commitments

The following is a schedule of minimum lease payments under significant operating leases required in each of the following years:

2025	\$ 3,482,654
2026	3,484,733
2027	3,486,897
2028	1,232,059
2029	92,832
Thereafter	-

Waterloo Region District School Board

Notes to the Consolidated Financial Statements

August 31, 2024

18. Partnership in Student Transportation Services of Waterloo Region Inc.

Transportation consortium

On September 1, 2007, Student Transportation Services of Waterloo Region Inc. ("STSWR") was incorporated. On February 27, 2008, the board entered into an agreement with Waterloo Catholic District School Board in order to provide common administration of student transportation in the Region of Waterloo. This agreement was executed in an effort to increase delivery efficiency and cost effectiveness of student transportation for each of the boards. Under the agreement created at the time STSWR was established, decisions related to the financial and operating activities of STSWR are shared. No partner is in a position to exercise unilateral control.

Each board participates in the shared costs associated with this service for the transportation of their respective students through STSWR. This entity is proportionately consolidated in the board's consolidated financial statements, whereby the board's pro-rata share of assets, liabilities, revenues and expenses of the consortium are included in the board's consolidated financial statements. The board's pro-rata share for 2024 is 61.2% (2023 – 62.00%). Inter-organizational transactions and balances between these organizations have been eliminated.

The following provides condensed financial information.

	2024		2023	
	Total	Board portion	Total	Board portion
Financial position				
Financial assets	\$ 1,022,185	\$ 625,577	\$ 221,379	\$ 137,255
Liabilities	1,037,502	634,951	237,948	147,528
Non-financial assets	15,317	9,374	16,569	10,273
Accumulated deficit	-	-	-	-
Operations				
Revenues	31,728,843	19,418,052	29,185,014	18,094,709
Expenses	31,728,843	19,418,052	29,185,014	18,094,709
Annual surplus	\$ -	\$ -	\$ -	\$ -

19. Repayment of the "55 School Board Trust" funding

On June 1, 2003, the board received \$1,407,664 from the 55 School Board Trust for its capital related debt eligible for provincial funding support pursuant to a 30-year agreement it entered into with the trust. The 55 School Board Trust was created to refinance the outstanding not permanently financed (NPF) debt of participating boards who are beneficiaries of the trust. Under the terms of the agreement, the 55 School Board Trust repaid the board's debt in consideration for the assignment by the board to the trust of future provincial grants payable to the board in respect of the NPF debt.

As a result of the above agreement, the liability in respect of the NPF debt is no longer reflected in the board's financial position.

Waterloo Region District School Board

Notes to the Consolidated Financial Statements

August 31, 2024

20. Related party disclosures

The Ontario Financing Authority (OFA) provides financing to various public bodies on direction from the Province. These loans are included in the Province's consolidated financial statements.

The board has principal amounts payable to OFA of \$76,987,313 (2023 - \$82,476,449). These loans bear interest ranging from 3.564% to 5.347% and mature from 2031 to 2039. Details of the loans are disclosed under Note 9.

21. In-kind transfers from the Ministry of Public and Business Service Delivery

The board has recorded entries, both revenues and expenses, associated with centrally procured in-kind transfers of personal protective equipment (PPE) and critical supplies and equipment (CSE) received from the Ministry of Public and Business Service Delivery (MPBS). The amounts recorded were calculated based on the weighted average cost of the supplies as determined by MPBS and quantity information based on the board's records. The in-kind revenue recorded for these transfers is \$1,017,954 with expenses based on use of \$1,017,954 for a net impact of \$nil.

22. Future accounting standard adoption

The board is in the process of assessing the impact of the upcoming new standards and the extent of the impact of their adoption on its financial statements.

Applicable for fiscal years beginning on or after April 1, 2026 (in effect for the board for as of September 1, 2026 for the year ending August 31, 2027). Standards must be implemented at the same time:

New Public Sector Accounting Standards (PSAS) Conceptual Framework:

This new model is a comprehensive set of concepts that underlie and support financial reporting. It is the foundation that assists:

- preparers to account for items, transactions and other events not covered by standards;
- auditors to form opinions regarding compliance with accounting standards;
- users in interpreting information in financial statements; and
- Public Sector Accounting Board (PSAB) to develop standards grounded in the public sector environment.

The main changes are:

- Additional guidance to improve understanding and clarity
- Non-substantive changes to terminology/definitions
- Financial statement objectives foreshadow changes in the Reporting Model
- Relocation of recognition exclusions to the Reporting Model
- Consequential amendments throughout the Public Sector Accounting Handbook

The framework is expected to be implemented prospectively. Reporting Model- PS 1202- Financial Statement Presentation: This reporting model provides guidance on how information should be presented in the financial statements and will replace PS 1201- Financial Statement Presentation. The model is expected to be implemented retroactivity with restatement of prior year amounts.

The main changes are:

- Restructured Statement of Financial Position • Introduction of financial and non-financial liabilities • Amended non-financial asset definition
- New components of net assets- accumulated other and issued share capital
- Relocated net debt to its own statement
- Renamed the net debt indicator
- Revised the net debt calculation
- Removed the Statement of Change in Net Debt

Waterloo Region District School Board

Notes to the Consolidated Financial Statements

August 31, 2024

22. Future accounting standard adoption (continued)

- New Statement of Net Financial Assets/Liabilities
 - New Statement of Changes in Net Assets Liabilities
 - Isolated financing transaction in the Cash Flow Statement
-

23. Monetary Resolution To Bill 124, The Protecting a Sustainable Public Sector For Future Generations Act

A monetary resolution to Bill 124 was reached between the Crown and the following education sector unions Elementary Teachers' Federation of Ontario (ETFO), Ontario Secondary School Teachers' Federation (OSSTF), Ontario English Catholic Teachers' Association (OECTA), and Association des Enseignantes et Enseignants FrancoOntariens (AEFO), Canadian Union of Public Employees (CUPE), Elementary Teachers' Federation-Education Workers (OSSTF-EW), Education Workers Alliance of Ontario (EWAO), Ontario Council of Education Workers (OCEW) This agreement provides a 0.75% increase for salaries and wages on September 1, 2019 , a 0.75% increase for salaries and wages on September 1, 2020, and a 2.75% increase in salaries and wages on September 1, 2021, in addition to the original 1% increase applied on September 1 in each year during the 2019-22 collective agreements. The same increases also apply to non-unionized employee groups excluding school board executives.

The Crown has funded the monetary resolution for these employee groups to the applicable school boards though the appropriate changes to the Grants for Student Needs benchmarks and additional Priorities and Partnerships Funding (PPF).

Due to this resolution, there is an impact on salary and wages expenses of \$90,958,495 in the 2023-24 fiscal year. The portion related to 2019-20 to 2022-23 is \$62,749,414, with the remainder of \$28,209,081 related to 2023-24.



Report to Committee of the Whole

November 11, 2024

Subject: 2023-24 Final Financial Report

Recommendation

This report is for the information of the Board.

Status

The Board of Trustees (Board) approved the 2023-24 operating budget on [June 19, 2023](#), and at that time the expected in-year deficit was \$6.32M, or 0.75% of operating revenues. This planned deficit is less than 1% of the board's operating revenues and therefore, the board was compliant with ministry requirements.

The development of the Waterloo Region District School Board's (WRDSB) operating budget includes many underlying assumptions which, over the course of a school year, can change. The process used in the development of the annual operating budget for the board has evolved over the years but the underlying factors that influence its development continue to be:

- Ministry funding (Grants for Student Needs) and Initiatives
- Compliance with the Education Act and Public Sector Accounting Board Standards (PSAB)
- The board's underlying financial position (accumulated surplus/ deficit); and,
- The board's [strategic plan and operational goals](#).

On a quarterly basis throughout the year, staff have been providing updates to the Board regarding our key assumptions, risks and planned mitigation strategies. The quarterly updates referenced above were provided to the Board on the following dates:

- [1st Quarter \(Q1\) Report \(September 1, 2023, to November 30, 2023\)- January 22, 2024](#)
- [2nd Quarter \(Q2\) Report \(December 1, 2023, to February 29, 2024\)- March 18, 2024](#)
- [3rd Quarter \(Q3\) Report \(March 1, 2024, to May 31, 2024\)- June 12, 2024](#)

The 2023-24 year-end financial position is an in-year deficit of \$2.05M; this represents approximately 0.2% of the WRDSB's operating revenues for the year and decreases our Accumulated Surplus (Unappropriated) to \$49.14M as of August 31, 2024. The 2023-2024 Final Financial Report, comparing the budget to the actual year-end position is attached as [Appendix A](#).

The following comments represent material changes from the 2023-24 budget forecast, which help to explain the year-end results; it should be noted that these items are consistent with information previously presented to the Board throughout the year.

Revenues

- In previous updates provided to the Board, material variances were identified and discussed for the following areas: GSN Revenues (Student Enrolment), Extended Day Program Revenues and Other Revenues (Priorities & Partnerships Funding (PPF)). The comments below identify additional changes to our revenue that are impacting our year-end financial position, as well as confirming actual results for some of the areas previously discussed.
- Bill 124 Enhancements
 - Background: As announced to the sector on February 14, 2024, through Memorandum 2024: B02 – Monetary Resolution to Bill 124, Memoranda of Settlement (MOS) were reached between the various education sector unions and the Crown regarding the Protecting a Sustainable Public Sector for Future Generations Act, 2019 (Bill 124). As a result of this settlement, additional increases were to be applied to all compensation amounts to which the original 1% increase (restriction) was applied during the 2019-22 collective agreements.
 - September 1, 2019: 0.75% retro (i.e., a total of 1.75% increase)
 - September 1, 2020: 0.75% retro (i.e., a total of 1.75% increase)
 - September 1, 2021: 2.75% retro (i.e., a total of 3.75% increase)

These additional increases were to be compounded annually and included in the salary grids, wage schedules, applicable premiums and allowances to form the basis for applying the salary and wage increases from the 2022-26 collective agreements; the cumulative impact is an increase of 4.30% on top of what was previously provided. In order to facilitate payment of these retroactive increases, the Ministry provided boards with additional transfers in April 2024, while Ministry staff worked to update GSN benchmarks retroactively to 2019.

- In-year change: The in-year change related to Bill 124 was an increase in revenues of approximately \$88.00M, or roughly 11.36% of our forecasted GSN operating revenues for the year. This is reflected in the Other Grants portion of our Grants Summary provided in Appendix A. There is a corresponding increase to our expenses, which is reflected in the variances noted throughout this report.
- Impact: The settlement of matters related to Bill 124 formed the basis compensation frameworks developed for the 2022-2026 collective agreements. However, the implementation of the Bill 124 retro payments represented a significant administrative lift for staff, particularly in payroll, and no additional funding was provided by the Ministry to allow boards to hire additional staff to assist with implementation. Staff in Financial Services will also need to provide reporting back to the Ministry of Education on Bill 124 related payouts, and the Ministry intends to complete a reconciliation of revenues and expenses during the course of the 2024-25 fiscal year.

- Collective Agreement Enhancements
 - Background: Centrally bargained collective agreements expired on August 31, 2022. Since then, Labour Unions, the Crown and Trustee Associations have been engaged in a process of negotiating new collective agreements for the education sector. During the course of 2023-24, agreements were reached between the various parties, with certain matters (i.e. compensation) being referred to binding arbitration. In the spring/summer of 2024, decisions regarding the matters referred to binding arbitration were released for all groups (excluding Principals and Vice Principals).
 - In-year change: The in-year funding impact related to collective agreement enhancements (compensation and Employee Life and Health Trust (ELHT) funding) is approximately \$30.0M, or roughly 3.87% of our budgeted GSN operating revenues for the year. There is a corresponding increase to our expenses, which is reflected in the variances noted throughout this report.
 - Impact: The settlement of the 2022-2026 collective agreements will ensure stability within the sector for the next two years. Similar to the Bill 124 retro payments, implementation of the revised collective agreements (compensation specifically) represented a significant administrative lift for staff and no additional funding was provided by the Ministry to allow boards to hire additional staff to assist with implementation.
- Student Enrolment
 - In-year change: Total enrolment was 485 full-time equivalent (FTE) students lower than the budget forecast; which represents 0.7% of the total enrolment forecasted for 2023-24.
 - Impact: As part of ongoing updates to the Board, staff identify changes in student enrolment as a financial and operational risk to the organization. Student enrolment data, which is confirmed through the Ontario Student Information System (OnSIS) on October 31st and March 31st each year, is the primary driver of funding through the Grants for Student Needs (GSN). As such, any material change in student enrolment has an impact on funding to the board; positive or negative. A summary of our year-end enrolment results is provided in [Appendix A](#).
 - Strategy: Although enrolment was lower than the budget forecast for 2023-24, on a year over year basis, enrolment was higher by 149 FTE compared to 2022-23. Over the medium to long term, we anticipate moderate growth but are being conservative in our forecasts given the demographic trends we have seen emerging post pandemic. Information for October 31st, 2024, has not yet been confirmed and staff will be providing an update to Trustees in January 2025 regarding our enrolment outlook.

- Interest Income

- In-year change: Interest income for the year ended August 31, 2024, was \$4.7M, which is an increase of \$3.99M, or 604.7%, compared to the budget forecast.
- Impact: In order to meet its short-term cashflow requirements, the board retains a significant amount of cash in its financial holdings. These cash holdings generate interest income based on our preferred rates with our financial institution; effective yield was ~4.69% in 2023-24. During the course of the 2023-24 school year, as a result of significant funding changes related to Bill 124 and collective agreement enhancements, the amount of cash reserves held by the board was higher than normal. This additional revenue will help offset the increased expenditures in various areas of the board's budget (supply costs, supplies and services, software etc.).
- Strategy: Staff monitor interest rates and our associated returns throughout the year and adjust our forecast accordingly.

- Extended Day Program

- In-year change: Revenue from the board's Extended Program for 2023-24 was \$14.15M; which is an increase of \$593,834, or 4.38%, compared to the budget forecast. Average enrolment in the board's extended day program was 2,480 full-time equivalent (FTE) students; this is slightly higher than our budget forecast for the year and exceeds our pre-pandemic average of 1,996 full-time equivalent (FTE) students.
- Impact: The Extended Day Program (EDP) fee regulations ([O. Reg. 221/11](#)) require boards to establish fees that bear a reasonable relationship to operating costs; the EDP rate for 2023-24 was approved by the Board on [May 8, 2023](#). The announcement of the [Canada-Ontario Early Years and Child Care Agreement](#) in April 2022, along with the efforts of staff to make WRDSB programs eligible for this funding, is having an overall positive impact on program accessibility and enrolment. However, the Bill 124 resolution and the new collective agreements had a negative impact on the financial results of the extended day program in 2023-24; this is discussed in more detail below.
- Strategy: Staff continue to monitor registrations and adjust staffing levels where possible. In some cases (Winter Break and March Break Programs), we have had to implement reduced operating hours to help ensure we remain compliant with our licensing requirements amidst the staffing shortage. We will also continue to work with our Regional and Provincial counterparts to identify opportunities to address the staffing challenges that have been identified.

- Other Grants

- In-year change: The increase of \$83.1M is mostly comprised of the Bill 124 and collective agreement revenues received (related to retroactive adjustments for prior years). Additionally, there is \$2.4M of deferred revenue, from prior year PPF grants, that was not budgeted for.
- Impact: Changes in Other Grant (PPF) revenues have a net neutral impact on the board's budget since they are accompanied by a corresponding expense to support the program or initiative in question (e.g. Bill 124, collective agreements).

Generally, any unspent funds are returned to the Ministry or carried forward to the following school year, to support the program or initiative.

- Strategy: At this point, staff do not anticipate any significant announcements regarding additional priorities and partnerships funding, but staff will continue to monitor and will provide updates throughout the course of the 2024-25 school year.

Expenditures

- In previous updates to the Board, staff provided information to explain expenditure changes for Classroom Teachers, School Operations and Other Non-operating expenses. While further information is provided below for some of these areas, the variances noted throughout the expenditure information provided in Appendix A are largely driven by retroactive adjustments for Bill 124 and collective agreement enhancements.
- Supply Staff Costs
 - In-year change: Supply cost expenses (Teachers, DECEs and Educational Assistants) were \$8.5M higher than the budget forecast. We estimate that a portion of this increase (~4.0M) is attributable to the Bill 124 and collective agreement payouts.
 - Impact: The financial pressure from short-term supply costs will continue to have a negative impact on the board's overall financial position in the coming year. The table below shows the increases in our supply staff budget over the past seven years and the actual expenditure incurred each year.

Budget vs. Expenditure Summary: Supply Staff Costs (Teachers, DECEs, EAs)							
	2017-18	2018-19	2019-20*	2020-21*	2021-22	2022-23	2023-24
Budget	\$18,404,100	\$20,854,500	\$21,033,800	\$22,587,200	\$22,990,100	\$23,118,330	\$23,225,050
Expense	\$20,473,919	\$21,025,105	\$15,591,909	\$19,236,721	\$24,066,680	\$25,266,038	\$31,817,820
In-year Variance	(\$2,069,819)	(\$170,605)	\$5,441,891	\$3,350,479	(\$1,076,580)	(\$2,147,708)	(\$8,592,770)
*- Pandemic school years; school closures resulted in minimal (if any) supply costs being incurred for duration of closure.							

It should also be noted that through the Grants for Student Needs (GSN), the board received approximately \$11.73M in funding to cover short-term supply staff expenses (Teachers and DECEs; adjusted for Bill 124 and collective agreements). For 2023-24, this means that our expenditures exceeded our funding by approximately \$18.01M (includes retroactive pay for Bill 124 and Collective Agreement).

GSN Funding for Supply Staff 2023-24				
Grade Cohort	Average Daily Enrolment	Supply Teacher Benchmark	Supply DECE Benchmark	GSN Funding
JK-SK	8,436	\$184.79	\$103.74	\$2,434,002
Gr 1 to 3	13,328	\$184.79		\$2,462,859
Gr 4 to 8	22,719	\$184.79		\$4,198,206
Gr 9-12	20,269	\$129.77		\$2,630,334
2023-24 Funding for Supply Staff (Teachers and DECEs)				\$11,725,400
2023-24 Expense Forecast (Teachers and DECEs only)				\$29,736,339
Funding Shortfall				(\$18,010,939)

- Strategy: Staff will continue to monitor sick-time utilization and expenditures, and will provide further updates to the Board. On June 28, 2024, the Ministry released [PPM 171](#) which sets out clear and consistent expectations for school boards for the development and implementation of Attendance Support Programs (ASPs). Staff are currently in the process of reviewing these requirements and will bring back further information regarding the development and implementation of an ASP when available.
- School Operations
 - In-year change: Total expenditures on School Operations (Custodial & Maintenance staff, utilities and cleaning supplies) were \$12.97M higher than the budget forecast; an increase of approximately 17.9%.
 - Impact: As noted in previous updates to the board, this area of the board's budget is particularly susceptible to inflation risk. As highlighted in the budget report presented to Trustees on [June 14, 2023](#), certain contractual obligations, such as those with school bus operators, are linked to the rate of inflation. Other agreements like construction tenders or contracts subject to annual renewal (e.g., snow removal, trades) reflect the anticipation of sustained inflation, thereby exerting upward pressure on prices. Of the variance noted above, approximately \$4.0M relates to consumable supplies, fees and contracts; another \$900,000 relates to school renewal work that was completed and was above the budgeted amount for 2023-24, and approximately \$712,000 relates to amortization expenses that were higher than budgeted. The remaining amount (~\$7.36M) is attributable to increases resulting from Bill 124 and collective agreement enhancements.
 - Strategy: Staff continually monitor expenditures in this area and work with our Facility Services team to monitor and address financial pressures throughout the year.

- Other Non-operating Expenses

- In-year Change: Total expenditures related to other non-operating items were \$3.1M higher than the budget forecast, an increase of 20.0%.
- Impact: In accounting terms, other non-operating expenses describe expenses that occur outside of an organization's day-to-day activities and may include one-time or unusual costs. The Ministry Code of Accounts indicates that non-operating expenses may include expenses for material claims or settlements, as well as programs that are non-educational. Prior to the pandemic, most costs included in non-operating related to the provision of the board's Extended Day program. For the 2023-24 fiscal year, there are two items in particular which need to be addressed.

Throughout the pandemic, the Ministry of Public and Business Service Delivery (MPBSD) provided school boards with Personal Protective Equipment (PPE) and critical supplies to help keep our students and staff safe. Boards were directed to record an in-kind contribution of revenue associated with these supplies and record the expenses as non-operating when supplies were utilized. In 2023-24, we recorded expenses of \$1.02M related to the write-off of expired rapid antigen test kits and recognized in-kind revenues of the same amount. There is no financial impact on the board arising from this transaction.

The other area impacting the variance in non-operating is the Extended Day program. This program is staffed by Designated Early Childhood Educators (DECEs) and Educational Assistants (EAs). Both groups bargain collectively through their respective unions, and although the Ministry does not provide funding to cover the salaries and benefits of staff that work in the program, any increases related to Bill 124 and collective agreement enhancements also apply to staff who work in Extended Day. The impact of Bill 124 and Collective Agreement enhancements on the Extended Day program for 2023-24 is estimated at \$2.3M; these additional costs caused the program to end the year in a deficit position of approximately \$1.5M.

- Strategy: Staff have engaged with our Consolidated Municipal Service Manager (CMSM), the Region of Waterloo, to see if additional funding is available to cover any of the additional costs incurred in 2023-24 arising from Bill 124 and the new Collective Agreements. The updated salary and benefit benchmarks will be reflected in the Extended Day rate that is developed for the 2025-26 school year.

Overall, staff continue to identify ongoing risks and develop mitigation strategies that help ensure the fiscal well-being of the organization. As noted above, the 2023-24 in-year deficit is \$2.05M; this has reduced the WRDSB's Accumulated Surplus (Unappropriated), which is now \$49.14M, or approximately 5.79% of the 2023-24 operating budget.

The Accumulated Surplus (Unappropriated) represents funds that are available on a one-time basis to address strategic priorities, financial pressures and respond to unforeseen circumstances. Given the board's current fiscal position, as communicated throughout the 2023-24 school year and during the 2024-25 budget process, no additional appropriations from accumulated surplus will be brought forward for consideration in 2024-25.

Background

It is the sole responsibility of the Board to approve the annual operating budget and it is the responsibility of staff to oversee and monitor day-to-day spending within the budget framework. The Board plays a key role in the budget process, ensuring that funding is aligned with the WRDSB's strategic priorities and legislative requirements.

In an effort to support the Board in fulfilling their fiduciary duties, staff provide quarterly financial updates on in-year spending forecasts relative to the budget. These updates identify potential risks and opportunities that may be on the horizon, as well as the strategies staff have in place to address the identified items. These actions are intended to support the Board in making evidence-based decisions and fulfilling their governance responsibilities.

Under the [Education Act, R.S.O. 1990, s.230](#), school boards are required to submit a balanced budget ensuring that total expenditures are equal to, or less than, total revenue. However, there are circumstances where an in-year deficit is permissible if there were prior surpluses available (referenced as accumulated surplus).

The use of accumulated surplus is limited to ensure that this action does not place the board at undue financial risk. The use of accumulated surplus is limited to the lessor of:

- the board's accumulated surplus for the preceding year, and;
- one per cent of the board's operating revenue

Financial Implications

No Financial implications.

Communications

Financial Services will work with our communications department to ensure that financial information is readily available to the public via our corporate website.

Prepared by: Connie Donnelly, Manager, Accounting Services
 Rob Connolly, Manager, Budget Services
 Miruna Armellini, Controller, Financial Services
 Nick Landry, Superintendent, Business Services & Treasurer of the Board
 in consultation with Leadership Council

APPENDIX A

2023-24 Final Financial Report- September 1, 2023 to August 31, 2024

SUMMARY OF FINANCIAL RESULTS (000s)	Budget	Actual	In-Year Change	
			\$	%
Revenue				
Provincial Grants-GSN	\$774,580	\$818,200	\$43,621	5.6%
Revenue transferred from/(to) deferred revenue	(1,974)	(2,943)	(969)	49.1%
Other Grants	9,393	92,535	83,142	885.2%
Other Revenue	38,355	55,821	17,466	45.5%
School Generated Funds	8,780	10,506	1,726	19.7%
Transferred from DCC**	42,994	45,793	2,799	6.5%
Transferred to DCC**	(16,409)	(13,257)	3,152	(19.2%)
Total Revenue	\$855,719	\$1,006,655	\$150,936	17.6%
Expenses				
Instruction	\$651,005	\$769,000	\$117,995	18.1%
Administration	18,122	22,189	4,068	22.4%
Transportation	23,326	23,137	(188)	(0.8%)
School Operations & Maintenance	72,526	85,496	12,970	17.9%
Debt & Other Non-operating	19,484	22,609	3,124	16.0%
School Generated Funds	8,780	10,308	1,528	17.4%
Provision for Contingency	14,334	11,998	(2,336)	(16.3%)
Amortization Expense	40,788	41,822	1,034	2.5%
Total Expenses	\$848,364	\$986,558	\$138,194	16.3%
Surplus/(Deficit)	\$7,355	\$20,097	\$12,742	173.2%

Changes in Revenue

- Provincial Grants- Net effect of changes in enrolment compared to the budget forecast, increase to salary benchmarks to reflect Bill 124 and Collective Agreement resolution.
- Deferred Revenue- Changes are related to transfers for School Renewal, Temporary Accommodation, Targeted Student Supports, Indigenous Education, Mental Health, Support for Students, Internal Audit, Library, ABA
- The increase in "Other Grants" revenue is due to deferred funds that were recognised as revenue but were not included in the original budget estimates and Bill revenues.
- Other Revenue- Increase is the net impact of higher Education Development Charge (EDC) revenues being recognized in-year (land purchase) and an increase in extended day fees, insurance proceeds, Interest and

Change in Expenditures

- Instruction- Net impact of position vacancies, increased supply costs (short-term sick leave), compensation expense related to Bill 124 and Collective Agreements. Additional details provided below on expense summary.
- Administration, net impact of Bill 124 for staff (excluding Director, SO), salary grid increases related to Collective Agreements, and executive compensation changes approved in 2023-24
- Debt & Other Non-Operating- Additional expenses related to Bill 124 payments for extended day staff and additional PPF grants.

**DCC - Deferred Capital Contributions

DETERMINATION OF ANNUAL OPERATING SURPLUS (000s)	Budget	Actual
PSAB Surplus/(Deficit) (from above)	\$7,355	\$20,097
Committed capital projects	(210)	51
Total: Internally Appropriated	(210)	51
Less: Unavailable for Compliance		
PSAB Adjustments	(16,517)	(25,636)
Total Adjustments	(\$16,727)	(\$25,586)
In-year unappropriated Operating Surplus/(Deficit)	(\$9,372)	(\$5,489)
Committed capital projects annual amortization	713	540
Asset Retirement Obligations	3,111	2,512
Committed sinking fund interest	24	24
Annual Unappropriated Operating Surplus/(Deficit)	(\$5,524)	(\$2,413)

SUMMARY OF CAPITAL TO BE FINANCED (000s)	Budget	Actual
Funding		
New Building and Additions	\$25,358	\$8,457
Child Care Capital	2,528	50
School Condition Improvement	31,500	26,808
Full Day Kindergarten	836	-
Renewal	8,500	7,552
Education Development Charge (EDC)	17,475	25,096
Proceeds of Disposition	400	939
Minor Tangible Capital Assets	7,842	5,646
Rural and Norther Education	67	59
COVID-19 Resilience Infrastructure Stream (CVRIS)	900	158
Other	210	193
School Generated Funds Funding Source	-	608
Total Capital by Funding Source	\$95,615	\$75,566
Expenditure		
Buildings (new, additions & renewal)	\$64,942	\$44,057
Land	17,475	25,096
Land Improvements	4,200	2,052
Moveable Assets	8,999	6,413
Total Capital Expenditure	\$95,615	\$77,618

SUMMARY OF STAFFING (FTE)	Budget	Actual	In-Year Change	
			#	%
Instruction			-	
Classroom Teachers	3,968.60	3,923.65	(44.95)	-1.1%
Non-Classroom	2,130.07	2,050.10	(79.96)	-3.8%
Total Instruction	6,098.66	5,973.75	(124.91)	-2.0%
Non-Instruction	867.34	849.45	(17.89)	-2.1%
Total	6,966.00	6,823.20	(142.80)	-2.0%

Highlights of Changes in Staffing:

- Decrease in total instruction is the net impact of enrolment and adjustments for unallocated positions which were budgeted but were not deployed
- Instruction non-classroom includes a number of different employee groups; Educational Assistants, DECEs, Professionals and Para-professionals, ITS, Library & Guidance teachers, Principals and Vice Principals, School Secretaries, Consultants.
- The change in non-instructional is due to vacancies

SUMMARY OF AVERAGE DAILY ENROLMENT (ADE)	Budget	Actual	In-Year Change	
			#	%
Elementary				
JK	4,196	3,969	(228)	-5.4%
SK	4,515	4,468	(47)	-1.0%
Grades 1-3	13,502	13,328	(174)	-1.3%
Grades 4-6	13,617	13,601	(16)	-0.1%
Grades 7-8	9,171	9,118	(53)	-0.6%
Other Pupils (International)	12	15	3	25.0%
Total Elementary	45,014	44,498	(515)	-1.1%
Secondary				
Pupils of the Board <21	20,238	20,269	31	0.2%
High Credit Pupils	19	23	4	19.6%
Pupils of the Board >21	9	5	(4)	-48.6%
Other Pupils (International)	50	50	-	0.0%
Total Secondary	20,316	20,347	31	0.2%
Total	65,330	64,845	(485)	-0.7%

Highlights of Changes in Enrolment:

- Shortfall compared to the budget estimate is largely concentrated in JK-SK; staff are continuing to monitor and assess this area.
- Compared to actual results from the prior school year (2022-23) total enrolment is up 149 FTE.

Historical Change in Enrolment- Actual

ELEMENTARY SCHOOLS

GRADE	2019-20 ADE (Actual)	2020-21 ADE (Actual)	2021-22 ADE (Actual)	2022-23 ADE (Actual)	2023-24 ADE (Actual)
Junior Kindergarten (JK)	4,167.28	3,668.30	3,877.74	4,151.11	3,968.55
Kindergarten (SK)	4,410.73	4,288.50	4,240.04	4,320.27	4,467.65
Grades 1 to 3	13,350.00	13,195.00	13,304.71	13,474.69	13,327.90
Grades 4 to 6	13,830.86	13,667.91	13,593.52	13,456.63	13,601.25
Grades 7-8	9,428.05	9,309.63	9,237.74	9,268.09	9,118.08
Other Pupils (Visa)	14.00	4.00	5.00	9.50	15.00
Total Elementary	45,200.90	44,133.33	44,258.74	44,680.29	44,498.43
Change (Year Over Year)	496	(1,068)	125	422	(182)

SECONDARY SCHOOLS

GRADE	2019-20 ADE (Actual)	2020-21 ADE (Actual)	2021-22 ADE (Actual)	2022-23 ADE (Actual)	2023-24 ADE (Actual)
Grades 9 to 12 < 21 years	19,297.18	19,451.24	19,899.02	19,933.84	20,269.06
High Credit	34.82	4.25	19.22	20.49	22.98
Grades 9 to 12 >21 years	5.18	11.33	8.75	8.50	4.50
Other Pupils (Visa)	93.00	53.32	47.00	52.75	50.00
<i>Total Secondary</i>	19,430.18	19,520.14	19,973.99	20,015.58	20,346.54
<i>Change (Year Over Year)</i>	83	90	454	42	331

TOTAL ADE

	64,631	63,653	64,233	64,696	64,845
<i>Change from Previous Year (Actual)</i>	580	(978)	579	463	149

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OTHER GRANT REVENUE- INCLUDING PROGRAM AND PARTNERSHIPS FUNDING (PPF)	Budget	Actual	Variance
De-streaming Implementation Supports	90,400	90,374	(26)
Digital Math Tools	474,800	474,826	26
Early Reading Enhancements: Reading Screening Tools	410,000	409,953	(47)
Education Staff to Support Reading Interventions	1,969,700	1,969,738	38
Entrepreneurship Education Pilot Projects	30,000	24,000	(6,000)
Experiential Learning-Guidance Teacher Counsellors	78,600	78,600	-
Graduation Coach for Black Students	114,257	111,248	(3,009)
Health Resources, Training and Supports	34,600	34,578	(22)
Human Rights and Equity Advisors	170,400	170,430	30
Learn and Work Bursary	22,000	22,000	-
Learn and Work Project	-	6,320	6,320
Licenses for Reading Intervention	266,600	266,557	(43)
Math AQ Subsidy	-	29,988	29,988
Math Facilitators	714,000	714,000	-
Math Leads	166,600	166,600	-
Mental Health Strategy Supports-Emerging Needs	-	12,110	12,110
Professional Assessments & Evidence Based Reading	234,600	135,521	(99,079)
Transportation & Stability Supports	-	90,000	90,000
Removing Barriers for Students with Disabilities	-	38,725	38,725
Skills Trade Bursary	19,000	19,000	-
Special Education Educator Additional Qualification Subsidy	23,400	23,457	57
Staffing to Support De-Streaming and Transition to High School	3,196,103	3,196,103	-
Summer Learning for Students with Special Education Needs	219,700	123,334	(96,366)
Summer experience opportunity	-	1,909	1,909
Summer Mental Health Supports	277,000	255,614	(21,386)
Total PPF Grants	\$8,511,760	8,464,985	(\$46,775)
Other Grants			
Literacy & Basic Skills (LBS)	370,900	435,979	65,079
Ontario Youth Apprenticeship Program (OYAP)	395,023	355,969	(39,054)
Other EDU Grants- Amounts from Deferred Revenue	115,235	1,435,840	1,320,605
In-Kind Grant-Rapdi Antigen Test Kits	-	1,017,954	1,017,954
Other EDU Grants-Bill 124	-	38,032,470	38,032,470
Prior Year FS-Bill 124	-	42,791,440	42,791,440
Total Other Grants	\$9,392,918	92,534,637	\$83,141,719

2023-24 Final Financial Report (Fourth Quarter- September 1, 2023 to August 31, 2024)

Public Sector Accounting Board (PSAB) Revenues by Ministry Category	2023-24 Budget	2023-24 Actual	\$ Increase (Decrease)	% Increase (Decrease)	Prior Year Actual (2022-23)	Material Variance Note
Provincial Grants for Student Needs- Operating						
Pupil Foundation-Elementary	\$259,035,242	\$274,221,990	\$15,186,748	5.86%	\$253,651,564	1, 2
Pupil Foundation-Secondary	121,243,062	130,306,544	9,063,482	7.48%	118,330,327	1, 2
School Foundation	48,039,151	48,459,390	420,239	0.87%	47,244,256	1
Special Education	97,677,456	102,426,062	4,748,606	4.86%	95,249,020	1, 2
French as a Second Language	9,327,420	9,871,084	543,664	5.83%	9,676,121	1, 2
English as a Second Language	13,080,633	18,666,865	5,586,232	42.71%	12,960,337	1,3
Remote and Rural Allocation	66,555	69,218	2,663	4.00%	63,157	
Learning Opportunities	9,580,109	10,018,757	438,648	4.58%	8,250,045	
Continuing Education (Summer School, High Credit, PLAR)	1,640,337	1,803,255	162,918	9.93%	1,553,493	
Teacher Q&E	73,041,801	78,866,345	5,824,544	7.97%	70,673,050	1, 2, 4
New Teacher Induction Program (NTIP)	294,737	321,244	26,507	8.99%	215,358	
ECE Q&E	4,431,859	3,978,596	(453,263)	(10.23%)	3,874,809	1, 2
Transportation	20,171,085	20,273,718	102,633	0.51%	20,809,609	
Administration and Governance	18,085,444	18,503,961	418,517	2.31%	18,353,219	1
Trustees' Association Fee	58,745	41,901	(16,844)	(28.67%)	40,733	
School Operations	67,899,673	68,788,856	889,183	1.31%	65,733,971	1
Community Use of Schools	854,429	854,429	-	0.00%	856,197	
Declining Enrolment	-	-	-	0.00%	-	
Indigenous Education	3,306,589	3,410,345	103,756	3.14%	2,125,974	
Mental Health and Well-Being	3,141,362	3,243,280	101,918	3.24%	3,062,096	1
Program Leadership Grant	1,008,213	1,019,066	10,853	1.08%	1,002,180	1
Supports for Students Fund	6,410,813	6,929,524	518,711	8.09%	6,431,329	1
Financing to Support Approved Debt	104,872	104,872	-	0.00%	104,872	
Restraint Savings	(129,030)	(129,030)	-	0.00%	(129,030)	
Capital Related						
ARO Abatement	-	140,129	140,129	0.00%	915,639	
School Renewal	10,415,839	10,346,294	(69,545)	(0.67%)	10,316,659	
Debt Charges-Interest Portion	4,280,163	4,150,457	(129,706)	(3.03%)	4,625,679	
Temporary accommodation - relocation and leasing	1,513,233	1,513,233	-	0.00%	1,804,547	
Total Provincial Grants for Student Needs (GSN)	\$774,579,792	\$818,200,385	\$43,620,593	5.63%	\$757,795,212	
Amortization of Deferred Capital Contributions	\$42,993,831	\$45,793,002	\$2,799,171	6.51%	\$47,386,011	
Legislative Grants transferred from/(to) Deferred Rever	(\$1,974,158)	(\$2,943,429)	(\$969,271)	49.10%	\$879,413	
Other Grants	\$9,392,918	\$92,534,637	\$83,141,719	885.15%	\$14,453,738	5
Non Grant Revenue						
Tuition Fees	\$1,128,000	\$1,152,700	\$24,700	2.19%	\$1,137,880	
Transportation Recoveries	125,500	121,219	(4,281)	(3.41%)	133,585	
Rental Revenue	2,107,300	2,322,079	214,779	10.19%	1,310,983	
Education Development Charges	17,475,000	25,152,045	7,677,045	43.93%	2,842,661	6
Extended Day Program	13,553,900	14,148,517	594,617	4.39%	13,422,536	
Interest Revenues	660,500	4,654,615	3,994,115	604.71%	1,834,822	7
Other Revenue	3,304,540	8,270,031	4,965,491	150.26%	5,148,022	
Non Grant Revenue	\$38,354,740	\$55,821,206	\$17,466,466	45.54%	\$25,830,489	
School Generated Funds Revenue	\$8,780,000	\$10,505,569	\$1,725,569	19.65%	\$8,972,568	
Grants Transferred to Deferred Capital Contributions	(\$16,408,555)	(\$13,256,604)	\$3,151,951	(19.21%)	(\$17,673,479)	
Total PSAB Revenues	\$855,718,568	\$1,006,654,766	\$150,936,198	17.64%	\$837,643,952	

EXPLANATIONS OF MATERIAL GRANT VARIANCES

- 1 Grants are directly impacted by Bill 124 and Collective agreement increases
- 2 Impact of enrolment variance of (485) FTE compared to the budget forecast (estimate); actual enrolment is up year over year by 149 FTE.
- 3 Increase in ESL funding due to increased ESL enrolment
- 4 Placement on grid of Teachers/DECEs is different than the budget forecast based on actual years of experience and qualifications. Bill 124 and collective agreement increases also contributing to the variance.
- 5 Bill 124 and collective agreement revenues which were not included in the budget forecast.
- 6 Education Development Charges revenue is only recognized (through matching principle) to eligible expenditures incurred; new land purchase in 23-24.
- 7 Higher than expected Interest rate and cash balance

2023-24 Final Financial Report- September 1, 2023 to August 31, 2024

Public Sector Accounting Board (PSAB)- Expenses by Ministry Category	2023-24 Budget	2023-24 Actual	\$ Increase (Decrease)	% Increase (Decrease)	Prior Year Actual (2022-23)	Material Variance Note
OPERATING						
Classroom						
Classroom Teachers	\$431,771,154	\$517,173,986	\$85,402,832	19.8%	\$421,445,815	1
Supply Staff	\$23,225,050	\$31,817,820	8,592,770	37.0%	25,266,038	1,2
Teacher Assistants	\$36,760,877	\$42,477,177	5,716,300	15.5%	37,089,138	1
Early Childhood Educator	\$21,635,980	\$20,985,050	(650,930)	(3.0%)	18,207,698	1.3
Textbooks and Classroom Supplies	\$14,069,892	\$14,323,101	253,209	1.8%	14,555,413	4
Computers	\$3,070,300	\$4,479,288	1,408,988	45.9%	3,384,688	5
Professionals & Paraprofessionals	\$34,006,965	\$37,987,780	3,980,815	11.7%	34,270,908	1
Library & Guidance	\$14,209,910	\$17,883,251	3,673,341	25.9%	14,311,929	1
Staff Development	\$3,154,717	\$3,941,109	786,392	24.9%	3,819,283	1,6
Department Heads	\$1,504,000	\$1,703,611	199,611	13.3%	1,524,094	1
Principal and Vice-Principals	\$30,244,559	\$32,182,424	1,937,865	6.4%	32,094,739	1
School Secretaries & Office Supplies	\$16,812,871	\$20,451,868	3,638,997	21.6%	16,935,739	1
Teacher Consultants	\$11,728,034	\$12,646,836	918,802	7.8%	12,995,891	1
Continuing Education	\$2,786,050	\$3,428,081	642,031	23.0%	2,795,002	
Instruction- Amortization Expense	\$6,024,375	\$7,518,134	1,493,759	24.8%	8,635,587	
Sub-Total Instruction Expenses	\$651,004,734	\$768,999,516	\$117,994,782	18.1%	\$647,331,962	
Other Expenses						
Board Administration	\$18,121,742	\$22,189,444	\$4,067,702	22.4%	\$21,032,594	1,7
School Operations	72,525,766	85,495,550	12,969,784	17.9%	75,491,559	1,8
Transportation	23,325,700	23,137,349	(188,351)	(0.8%)	21,918,180	1
Other- Amortization Expense	658,691	669,599	10,908	1.7%	1,055,432	
Sub-Total Other Expenses	\$114,631,899	\$131,491,942	\$16,860,043	14.7%	\$119,497,765	
TOTAL OPERATING EXPENSE	\$765,636,633	\$900,491,458	\$134,854,825	17.6%	\$766,829,727	
NON-OPERATING						
Other Non-Operating Expenses						
Debt Charges	3,800,649	3,792,317	(8,332)	(0.2%)	4,225,492	
Other Non-Operating Expenses	15,683,772	18,816,321	3,132,549	20.0%	20,688,552	9
Loss on Disposal of TCA and Assets	-	-	-	0.0%	-	
Amortization	40,128,871	41,152,078	1,023,207	2.5%	43,271,043	
Sub-Total Other Non-Operating Expense	\$59,613,292	63,760,716	\$4,147,424	7.0%	68,185,087	
School Generated Funds	\$8,780,000	\$10,307,624	\$1,527,624	17.4%	\$8,432,329	
Provision for Contingencies	\$14,333,720	\$11,998,131	(\$2,335,589)	(16.3%)	\$9,880,760	
TOTAL EXPENSES	\$848,363,645	\$986,557,929	\$140,529,873	16.6%	\$853,327,903	

EXPLANATIONS OF MATERIAL EXPENSE VARIANCES

1. Overall increase to bill 124 and collective agreement
2. Utilization of short-term sick leave continues to exceed estimates
3. Reduction of ECEs due to lower than expected JK/SK enrolment
4. Increase in supplies and services such as (printing costs, textbooks and consumables)
5. Increased costs for software, supplies and
6. Some professional development costs were budgeted in other areas of the boards budget, while the expenses were charged to staff
7. Net impact of increased costs for legal/recruitment/service contracts and position vacancies throughout the year.
8. Increase in consumable supplies, fees and contracts. Additional school renewal work was completed that was not budgeted for.
9. Increase related to extended day, in-kind Ministry provided supplies (PPE, HEPA Filters) and Union recoverable expenses



Report to Committee of the Whole

November 11, 2024

Subject: 2023-24 Trustee Expenses

Recommendation

This report is for the information of the Board.

Status

The Schedule of Trustee Expenses attached ([Appendix A](#)) is for the period September 1, 2023 to August 31, 2024. Trustee expenses have been reviewed by our external auditors, Doane Grant Thornton; the scope of their review was to:

- Ensure all trustee reports listed were approved by the Chairperson of the Board and the Chairperson's reports were approved by the Vice-Chairperson as required by Board policy.
- Ensure that all trustee mileage and expenses reimbursed were appropriate with reference to [Board Policy 3001](#), [Administrative Procedure 4380](#) and [Administrative Procedure 4400](#).
- Agreed the total expenses on the Schedule of Trustee Expenses to the amounts recorded in the Waterloo Region District School Board's (WRDSB) records. Any items that were not correctly classified in the WRDSB's accounting records have been reclassified to agree to the amounts disclosed in the attached appendix.

Background

[Board Policy 3001 Travel, Meals, Hospitality – Trustees](#) directs staff to present, annually, a public report regarding Trustee expenses that were reimbursed during the previous fiscal year. Staff are required to present the report in November as part of our year-end financial reporting process.

Financial Implications

No financial implications.

Communications

Staff will continue to present annual updates to the Board of Trustees and make available, through our corporate website, the annual report on Trustee Expenses.

Prepared by: Nick Landry, Superintendent, Business Services & Treasurer of the Board
in consultation with Leadership Council

Appendix A

Schedule of Trustee Expenses for Professional Development and Travel
September 1, 2023, to August 31, 2024

	Travel	Professional Development	Total Expenses
Student Trustees	\$ 768	\$ 3,928	\$ 4,696
Carla Johnson	1,447	1,791	3,237
Cindy Watson	393	-	393
Joanne Weston	1,054	2,171	3,224
Joe Meissner	438	1,261	1,699
Kathleen Woodcock	1,403	3,165	4,568
Maedith Radlein	1,197	3,242	4,438
Meena Waseem	-	-	-
Mike Ramsay	1,609	4,461	6,071
Samantha Estoesta	-	-	-
Scott Piatkowski	1,115	4,551	5,666
William Cody	-	-	-
Grand Total			<u>\$ 33,993</u>



Report to Committee of the Whole

November 11, 2024

Subject: Motion: Preparation for 2026 Municipal Election – Trustee Determination and Distribution

Recommendation

(a) That the Waterloo Region District School Board engage the services of a consultant with expertise in electoral maps and distribution to explore different options for Trustee Determination and Distribution;

(b) That the consultant chosen be asked to seek input and information from Trustees, co-terminus boards, other similar boards (similar size, and covering both urban and rural areas), Clerks in area municipalities, MPAC, and other subject-matter experts; and

(c) That the consultant chosen prepare a report for presentation to Trustees no later than May 31, 2025; and

(d) That Trustees decide on a preferred option for Trustee Determination and Distribution for the 2026 Municipal Election no later than June 30, 2025; and

(e) That Trustees reserve the right to change their final decision regarding Trustee Determination and Distribution in March 2026 if the information contained in the February 2026 PEG Reports changes any of the assumptions on which they initially based their preferred option.

Status

This Notice of Motion was served at the September 23, 2024, Board Meeting by Trustee S. Piatkowski with support from Trustee S. Estoesta.

Background

The following recitals were included by Trustee S. Piatkowski as background:

Whereas Ontario Regulation 412/00 of the Education Act (O. Reg. 412/00) gives each Ontario school board the responsibility for confirming trustee determination and for providing trustee distribution calculations to the Ministry of Education (as part of the Board's Determination and Distribution Report) and to the election clerks in all municipalities within the Board's jurisdiction by April in each Municipal Election year; and

Whereas the distribution of Trustees (4 elected from Kitchener, 3 from Waterloo and Wilmot, 3 from Cambridge and North Dumfries, and 1 from Woolwich and Wellesley); in the Waterloo Region District School Board (WRDSB) has not changed since the 1997 Municipal Election, when the number of Trustees was first set at 11; and

Whereas Regulation 412/00 sets the number of elected trustee positions on a district school board at the number that was determined by the Board for the 2006 school board election (exceptions to this are boards whose area of jurisdiction increased in 2009 because they merged with another board, or boards that experienced a significant demographic growth or a significant change in the size of their geographical areas of jurisdiction); and

Whereas there has been considerable growth and shifts in population in the Region of Waterloo in the 27 years since 1997; and

Whereas the Trustee Determination and Distribution process for the next Municipal Election (October 2026) would normally begin in mid-February 2026, with the receipt of PEG Reports (Population of Electoral Group Reports) from the Municipal Property Assessment Corporation (MPAC), containing information on the number of eligible voters for each of the four types of boards (English Public, English Catholic, French Public, and French Catholic) within the municipalities of the school board's jurisdiction; and

Whereas a one-month window for decision-making makes consideration of anything but the status-quo very unlikely;

Whereas the WRDSB and the communities that it serves would benefit from a longer discussion of Trustee Determination and Distribution that includes options other than the status quo.

Financial implication

The financial implications are not known at this time.

Communications

There is no communication plan at this time.