

**Minutes**

**CHEO School Authority**  
**Special Budget Meeting - Virtual**  
**July 11, 2025**

Time: 4:38 PM – 5:04 PM

Chair: Jane Fulford, Vice-Chair

Present: Benoit Laberge (Chair), Jane Fulford (Vice-Chair), Roger Mills, Christine Dalgliesh, Celina Salamani (CHEO Finance), Mari Murray (Staff), Lynette Hickey (Secretary)

**1. Call to Order**

- Jane Fulford called the meeting to order at 4:38 PM.
- Motion to accept the one-item agenda (budget review) was passed unanimously.

**2. Budget Presentation**

Presenter: Celina Salamani

- Total Operating Budget Request (2025–26): \$3.799 million
- Total Grant Funding Request (2025–26): \$3.83 million
- Number of Budget Request Forms Submitted: 20 (to the Ministry of Education)

**3. Key Budget Variances from 2024–25**

- Staffing Cost Increases (Collective Agreements):
- Two New EA Positions:
  - Literacy Teacher (1.0 FTE) Made Permanent
  - New Math Lead Teacher (0.5 FTE)
  - Summer Learning Program & Release Time
- Supplies Reduction (Reading Licenses):
  - Recreation Therapy Increase
  - Cost of Living Adjustment
  - Minor Capital Request (Yurt for Outdoor Learning)

#### **4. Discussion Highlights**

- Staffing Timing: Jane inquired about hiring before Ministry approval. Celina noted partial approval from the previous year and acknowledged the risk of early hiring.
- Yurt Capital Expense: Jane emphasized the need; Celina suggested reaching out to the Ministry to get early approval

Elizabeth's Question (via Mari):

"In the power point presentation on slide 3, I just wondered if the amount of the operating budget request for 2025/26 includes the grant funding budget request or is the grant funding budget request in addition to the operating funding request."

Celina clarified that the total operating budget includes the grant funding for the yurt.

#### **5. Budget Approval**

- Motion to Approve 2025–26 Budget
- Moved by: Roger
- Seconded by: Christine
- Vote: Unanimous approval
- Next Steps:
  - Benoit signed the budget form (dated July 11).
  - Letter to Ministry regarding early Yurt approval to be sent post-budget approval.

Meeting Adjourned: 5:04 PM