

**COMMITTEE OF THE WHOLE (PUBLIC)
Report No. 21-015**

9 February 2021

**Extended Day Program and Infant, Toddler, Preschool Program Daily
Fee Rates for the 2021-2022 School Year**

**Key Contact: Prince Duah,
Superintendent of Instruction 613-596-8287**

PURPOSE:

1. To seek approval of an increase in the daily fee rate and the full-day fee rate for optional days for the Extended Day Program (EDP) and the Infant, Toddler, Preschool programs (ITP) operated by the Ottawa-Carleton District School Board (OCDSB) for the 2021-2022 school year.

CONTEXT:

2. In January 2017, the Ministry of Education released Before-and-After School Programs (Kindergarten to Grade 6) – Policies and Guidelines for School Boards. These provisions require that school boards charge fees to parents of students enrolled in the EDP to recover costs incurred by the District. Further, school boards are required to ensure that costs associated with accommodating students with special needs are incorporated into the program's cost. Third-Party Operators (TPO) set their fee structures based on their existing business models.

By the start of May each year, school boards are required to provide the fees for before-and-after school programs to parents and guardians and post them on the District's website.

Appendices A and B provide a summary of the 2021-2022 EDP fees for the OCDSB and examples of TPO fees as provided to date.

As of September 2020, the OCDSB provides 66 EDP programs with an additional 31 before-and-after school programs offered by TPOs. The COVID-19 outbreak has impacted child care programs throughout the province. It is most evident in the substantial decrease in registration in child care programs.

In September 2020, there were 1638 students registered in EDP. By December 2020, registration had decreased to 1388. It increased slightly in January 2021, to 1404.

In comparison to registration in January 2020 of 5520, the Extended Day Program, this year, is operating at 25% of last year's operating capacity. Notwithstanding, the OCDSB continues to be one of the largest providers of before-and-after school programs in the province.

Parents have the option of enrolling their children in District-operated EDPs that are offered on professional activity (PA) days, as well as specified days during the winter break and the March break. The District continues to provide a highly flexible program that responds to the varying needs of parents.

School Year	EDP Full-Day Fee
2010-2011	\$23.30
2011-2012	\$20.00
2012-2013	\$20.00
2013-2014	\$20.00
2014-2015	\$22.00
2015-2016	\$22.00
2016-2017	\$22.50
2017-2018	\$22.50
2018-2019	\$22.50
2019-2020	\$22.50
2020-2021	\$22.50

The cost for a full day of care on PA days, winter break and March break is \$35.00 per day.

For the OCDSB ITP Programs, the board can set their fee structure in order to ensure program viability. Below are the per diem rates:

Infant/Toddler Daily Fee	Preschool Daily Fee
\$66.00	\$49.00

The District's licencing combined capacity for both ITP programs is 96 children. In September 2020, combined, we started with 46 children registered. Contrary to EDP, the Infant, Toddler, Preschool programs registration has steadily increased to 67 children. This may speak to the importance of child care to the workforce, and the confidence families have in our ITP programs.

Research continues to support the notion that access to quality early learning and care has long-term benefits on student achievement and well-being. Parents and the local economy also experience benefits through the provision of quality care for young children.

KEY CONSIDERATIONS:

3. The Education Act requires boards to charge and collect fees for the EDP to recover the operating costs incurred by the Board as set out in regulation

O.Reg.221/11 (Extended Day and Third-Party Programs). This reflects the statutory requirements that the fees have a reasonable connection to the operating costs incurred.

With the amalgamation of the ITP and EDP budgets, there was a significant surplus previous to the Covid-19 outbreak. Fees have not been increased for EDP and in ITP for five years. With the amended operational requirements resulting from Covid-19, such as food, toys, the increased cost for daily operation and the revised wage grid for Early Learning Assistants, there is now a current budgetary shortfall.

Financial results for 2019-2020

Appendix C, Extended Day Program and Infant Toddler Preschool Programs Comparative Results, provides a summary of revenues and expenses for the 2019-2020 school years and the preliminary projections for 2020-2021 and 2021-2022, which includes a Fee increase.

The Extended Day Program was significantly affected in 2019-2020. The receipt of user fee revenue ceased in March 2020, and only \$10.9 million was received from normal operations. The decrease is a direct result of the COVID-19 closure and lost revenue resulting from the labour disruption experienced during the year; however, the revenue was augmented by \$3.7 million in the form of a financial sustainability grant provided to the District as part of the government's efforts to support child care operations during the pandemic. Costs of the programs have also changed. A net decrease in compensation costs totalling \$1.2 million was observed. The savings resulted from temporarily vacant positions that occurred during the year, lower than anticipated needs for special education supports and overall rates of compensation that were less than budgeted. The amount also includes lower costs as a result of the suspension of the summer day care program and reduced needs for replacement staff, both of which are the direct result of the COVID-19 closure. Savings from the labour disruption are also included. The cost of supplies and services are expected to be \$617,100 less than budgeted. Again, the COVID-related closure figured prominently in the cost reduction.

Similar to the Extended Day Program, the suspension of the Infant Toddler Preschool Programs in response to the COVID-19 pandemic had a significant impact on revenues and only \$1.2 million was received from normal operations. The revenue was augmented by \$500,000 in the form of a financial sustainability grant provided to the District as part of the government's efforts to support child care operations during the pandemic.

Additional financial information on the EDP and ITP programs can be found in Report 20-093, Analysis of the District's 2019-2020 Financial Results, presented to the Audit Committee on 23 November 2020.

Note that the 2021-2022 EDP projection includes an additional 1.0 FTE Program Supervisor Position that is currently a term position for 2020-2021.

The Ottawa Catholic Board will be recommending an increase in fees as well. The proposed daily fees for 2021-2022 will be \$23.00 and \$37.00 for a PD day as of September 2021.

RESOURCE IMPLICATIONS:

4. The daily base fee and the optional days of care fee are based on projected salary and benefits costs, supply and snack costs, an allowance for administrative support and additional support for children with special needs. Staff is recommending that the full-day rate for the OCDSB EDP for 2020-2021 be increased to \$23.00 per day. This is an increase of \$0.50 per day. The rate for full day care on PD days would increase to \$37.00 per day, increasing by \$2.00.

The daily fees for the OCDSB ITP fees for infants and toddlers would increase to \$67.00 a day, and the preschool rate would increase to \$49.75. This is an increase of 1.5%.

The City of Ottawa Children's Services, which manages child care fee subsidies to aid families with childcare costs, has confirmed that the proposed fee increase will not compromise child care fee subsidy for our families receiving subsidy.

The EDP and ITP programs' net operating results in 2021-2022 will be combined with the net accumulated surplus or deficit reported for 2020-2021. Finance to provide the information needed.

COMMUNICATION/CONSULTATION ISSUES:

5. Approval of the fee recommendation will be sought at Committee of the Whole on 9 February 2021 and the board's subsequent approval on 23 February 2021.

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Fees for EDP will be communicated annually through information provided at kindergarten registration and will be posted on the OCDSB website.

Fees for the ITP Program will be posted on the OCDSB website.

Child care parents and guardians in EDP and ITP will be advised through the Digibot Parent Portal.

STRATEGIC LINKS:

6. The District is committed to its strategic plan as a culture that practices ethical decision-making and social, economic and environmental sustainability. The recommendations proposed have been established to enhance operational practices and viability with EDP and ITP and effectively and responsibly

manage human and financial resources to support students registered in the program.

RECOMMENDATIONS:

A. THAT the Extended Day Program basic rate be increased to \$23.00 per day, effective September 2021, for students who attend the program full-time. The rate increase for part-time students will be increased using the same funding formula;

B. THAT the full day fees for optional days of care in the Extended Day Program increase to \$37.00 per day, effective September 2021;

C. THAT the per diem rates increase for Infant and Toddler to \$67.00 and Preschool to \$49.75.

Prince Duah
Superintendent of Instruction

Camille Williams-Taylor
Director of Education and
Secretary of the Board

Appendices

Appendix A & B - Provide a summary of the 2021-2022 EDP fees for the OCDSB and examples of TPO fees as provided to date.

Appendix C - Extended Day Program and Infant Toddler Preschool Programs Comparative Results