

**BUDGET  
REPORT  
FOR THE YEAR ENDING AUGUST 31, 2020**




[School Act, Sections 147(2)(b) and 276]

**0177 Peace Wapiti School Division No. 76**

**Legal Name of School Jurisdiction**

8611A 108 Street Grande Prairie AB AB T8V 4C5; 780-831-3059; ralphpaquin@pwsd76.ab.ca

**Contact Address, Telephone & Email Address**

<b>BOARD CHAIR</b>	
Mrs. Dana McIntosh _____ Name	 _____ Signature
<b>SUPERINTENDENT</b>	
Mr. Robert Stewart _____ Name	 _____ Signature
<b>SECRETARY TREASURER or TREASURER</b>	
Mr. Ralph Paquin _____ Name	 _____ Signature
<b>Certified as an accurate summary of the year's budget as approved by the Board of Trustees at its meeting held on <u>June 20, 19</u> .</b> Date	







Version: 170615

c.c. Alberta Education  
c/o Jianan Wang, Financial Reporting & Accountability Branch  
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15 Color coded cells:

16  blue cells: require the input of data/descriptors wherever applicable.	 grey cells: data not applicable - protected
17  salmon cells: contain referenced juris. information - protected	 white cells: within text boxes REQUIRE the input of points and data.
18  green cells: populated based on information previously submitted	 yellow cells: to be completed when yellow only.

**HIGHLIGHTS, PLANS, ASSUMPTIONS AND RISKS SUMMARY- 2019/2020 BUDGET REPORT**

21 The following were presented to the Board and approved as underlying the budget. These key points and assumptions used in development of the budget take into  
 22 consideration the economic environment of the jurisdiction, focus on anticipated changes from current year, and are realistic and consistent with the three year  
 23 Education Plan. At a minimum, they disclose key budget assumptions, financial & business risks, and specific strategies explaining how this budget will  
 24 support the jurisdiction's plans.

**Budget Highlights, Plans & Assumptions:**

**Assumptions:**

28 **All AB ED funding will be as per the 18-19 funding manual except for max CEU cap ( re-instated to 60)**  
 29 **Enrolment growth is funded, the Nutrition program is funded. The Classroom Improvement Fund (CIF) has**  
 30 **been discontinued. TEBA known costs have been included ( without additional grant revenue). It is assumed**  
 31 **that there are no additional salary increases.**

**Highlights:**

- 34 **-Deficit of (\$373,000): Have maintained some of the staffing previously funded by CIF**
- 35 **-The School Division continues to run a deficit in Transportation (\$780,000) funded by Instructional**
- 36 **grants**
- 37 **-Maintains services provided to students**
- 38 **-Student enrolment decrease of 1.1% is projected**

**Significant Business and Financial Risks:**

49 **AB ED funding rates have not been confirmed. If our grant assumptions are significantly incorrect, the**  
 50 **budget will not be accurate.**

**BUDGETED STATEMENT OF OPERATIONS**  
for the Year Ending August 31

	<b>Approved Budget 2019/2020</b>	<b>Fall Budget Update 2018/2019</b>	<b>Actual Audited 2017/2018</b>
<b>REVENUES</b>			
Alberta Education	\$74,030,717	\$78,121,698	\$76,261,666
Alberta Infrastructure	\$3,472,500	\$0	\$0
Other - Government of Alberta	\$7,000	\$72,000	\$20,899
Federal Government and First Nations	\$2,218,789	\$2,162,529	\$2,097,748
Other Alberta school authorities	\$184,800	\$194,800	\$221,889
Out of province authorities	\$279,354	\$279,354	\$251,206
Alberta Municipalities-special tax levies		\$0	\$0
Property taxes		\$0	\$0
Fees	\$566,300	\$589,400	\$553,292
Other sales and services	\$1,552,422	\$1,330,222	\$1,421,506
Investment income	\$272,000	\$317,000	\$641,681
Gifts and donations	\$300,000	\$300,000	\$414,253
Rental of facilities	\$290,000	\$286,500	\$300,307
Fundraising	\$800,000	\$800,000	\$759,479
Gains on disposal of capital assets	\$40,000	\$49,700	\$39,304
Other revenue		\$0	\$0
<b>TOTAL REVENUES</b>	\$84,013,882	\$84,503,203	\$82,983,230
<b>EXPENSES</b>			
Instruction - Early Childhood Services	\$3,800,000	\$3,850,000	\$3,811,014
Instruction - Grades 1-12	\$59,405,920	\$59,930,753	\$58,994,104
Plant operations & maintenance	\$10,720,370	\$10,839,570	\$10,142,590
Transportation	\$7,424,646	\$7,409,976	\$7,406,950
Administration	\$3,035,676	\$2,972,904	\$3,057,579
External Services		\$0	\$0
<b>TOTAL EXPENSES</b>	\$84,386,612	\$85,003,203	\$83,412,237
<b>ANNUAL SURPLUS (DEFICIT)</b>	(\$372,730)	(\$500,000)	(\$429,007)

**BUDGETED ALLOCATION OF EXPENSES (BY OBJECT)**  
for the Year Ending August 31

	<b>Approved Budget 2019/2020</b>	<b>Fall Budget Update 2018/2019</b>	<b>Actual Audited 2017/2018</b>
<b>EXPENSES</b>			
Certificated salaries	\$35,706,503	\$35,457,852	\$35,759,883
Certificated benefits	\$8,065,353	\$8,019,300	\$8,131,080
Non-certificated salaries and wages	\$15,171,707	\$15,167,277	\$14,809,107
Non-certificated benefits	\$3,261,574	\$3,256,166	\$3,160,368
Services, contracts, and supplies	\$16,863,206	\$17,843,713	\$17,139,992
<b>Capital and debt services</b>			
<b>Amortization of capital assets</b>			
Supported	\$3,572,500	\$3,527,500	\$2,830,170
Unsupported	\$1,742,719	\$1,728,345	\$1,573,449
<b>Interest on capital debt</b>			
Supported		\$0	\$0
Unsupported		\$0	\$0
Other interest and finance charges	\$3,050	\$3,050	\$3,332
Losses on disposal of capital assets		\$0	\$4,856
Other expenses		\$0	\$0
<b>TOTAL EXPENSES</b>	\$84,386,612	\$85,003,203	\$83,412,237

**BUDGETED SCHEDULE OF FEE REVENUE**  
for the Year Ending August 31

	Approved Budget 2019/2020	Fall Budget Update 2018/2019	Actual 2017/2018
<b>FEEES</b>			
<b>TRANSPORTATION</b>	\$13,300	\$12,500	\$6,184
<b>BASIC INSTRUCTION SUPPLIES (Instructional supplies, &amp; materials)</b>	\$0	\$0	\$12,896
<b>LUNCHROOM SUPERVISION &amp; NOON HOUR ACTIVITY FEES</b>	\$0	\$0	\$0
<b>FEES TO ENHANCE BASIC INSTRUCTION</b>			
Technology user fees	\$6,000	\$9,500	\$7,951
Alternative program fees	\$0	\$0	\$0
Fees for optional courses	\$85,000	\$85,000	\$84,526
ECS enhanced program fees	\$0	\$0	\$0
<b>ACTIVITY FEES</b>	\$100,000	\$105,000	\$101,787
Other fees to enhance education (Describe here)	\$0	\$0	\$0
<b>NON-CURRICULAR FEES</b>			
Extra-curricular fees	\$150,000	\$162,000	\$151,492
Non-curricular goods and services	\$89,000	\$88,000	\$88,197
<b>NON-CURRICULAR TRAVEL</b>	\$123,000	\$127,400	\$100,259
<b>OTHER FEES</b> (Describe here)	\$0	\$0	\$0
<b>TOTAL FEES</b>	\$566,300	\$589,400	\$553,292

*\*PLEASE DO NOT USE "SCHOOL GENERATED FUNDS" AS A CATEGORY*

Please disclose amounts paid by parents of students that are recorded as "Other sales and services" (rather than fee revenue). Note that this schedule should include only amounts collected from parents and so it may not agree with the Statement of Operations.	Approved Budget 2019/2020	Fall Budget Update 2018/2019	Actual 2017/2018
Cafeteria sales, hot lunch, milk programs	\$400,000	\$400,000	\$403,957
Special events	\$60,000	\$126,000	\$53,368
Sales or rentals of other supplies/services	\$147,000	\$147,000	\$146,872
Out of district unfunded student revenue	\$0	\$0	\$0
International and out of province student revenue	\$0	\$0	\$9,350
Adult education revenue	\$0	\$0	\$0
Preschool	\$0	\$0	\$3,363
Child care & before and after school care	\$0	\$0	\$0
Lost item replacement fees	\$0	\$0	\$8,086
Bulk supply sales	\$0	\$0	\$8,086
Other (describe) Other (Describe)	\$0	\$0	\$0
Other (describe) Other (Describe)	\$0	\$0	\$0
Other (describe) Other (Describe)	\$0	\$0	\$0
Other (describe) Other sales (describe here)	\$0	\$0	
Other (describe) Other sales (describe here)	\$0	\$0	
<b>TOTAL</b>	\$607,000	\$673,000	\$633,082

**BUDGETED SCHEDULE OF SUPPLEMENTARY DETAILS OF FEE REVENUE**  
for the Year Ending August 31

(A)	(B)	(C)	(D)	(E)	(F)	(G)
	Explanation of Other Costs (Column "C")	Other Costs (Explain under (B))* 2019/2020	Entry Fees and Admissions 2019/2020	Transportation Component 2019/2020	Supplies & Materials** 2019/2020	Total 2019/2020
	<b>FEES</b>					
	TRANSPORTATION	\$0	\$0	\$13,300	\$0	\$13,300
	BASIC INSTRUCTION SUPPLIES (Instructional supplies, & materials)	\$0	\$0	\$0	\$0	\$0
	LUNCHROOM SUPERVISION & NOON HOUR ACTIVITY FEES	\$0	\$0	\$0	\$0	\$0
	<b>FEES TO ENHANCE BASIC INSTRUCTION</b>					
	Technology user fees	\$0	\$0	\$0	\$6,000	\$6,000
	Alternative program fees	\$0	\$0	\$0	\$0	\$0
	Fees for optional courses	\$0	\$0	\$0	\$85,000	\$85,000
	ECS enhanced program fees	\$0	\$0	\$0	\$0	\$0
	<b>ACTIVITY FEES</b>					
	Other fees to enhance education	\$0	\$25,000	\$75,000	\$0	\$100,000
	<b>NON-CURRICULAR FEES</b>					
	Extra-curricular fees	\$0	\$30,000	\$120,000	\$0	\$150,000
	Non-curricular goods and services	\$0	\$0	\$0	\$89,000	\$89,000
	<b>NON-CURRICULAR TRAVEL</b>					
	OTHER FEES**	\$0	\$0	\$123,000	\$0	\$123,000
		\$0	\$0	\$0	\$0	\$0
		\$0	\$0	\$0	\$0	\$0
		\$0	\$0	\$0	\$0	\$0
		\$0	\$55,000	\$331,300	\$180,000	\$566,300
	<b>TOTAL FEES</b>	\$0	\$55,000	\$331,300	\$180,000	\$566,300

\*\*Supplies and Materials represent consumables (one-time use such as paper), reusable supplies, equipment rental, workbooks).

\*\*\*Describe purpose of other fees. DO NOT use blanket names such as "Kindergarten", "Instructional Fees", "School Division Fees", "Registration Fees", etc.

\*\*\*\*Use Other Fees only for fees which do not meet predefined categories as described on Pages 14 & 15 of the Budget Guidelines 2019/2020

PROJECTED SCHEDULE OF CHANGES IN ACCUMULATED OPERATING SURPLUS (SUMMARY)  
for the Year Ending August 31

	(1)	(2)		(3)	(4)	(5)	(6)		(7)
	ACCUMULATED OPERATING SURPLUS (2+3+4+7)	INVESTMENT IN TANGIBLE CAPITAL ASSETS	ENDOWMENTS	ACCUMULATED SURPLUS FROM OPERATIONS (5+6)	UNRESTRICTED SURPLUS	INTERNALLY RESTRICTED OPERATING RESERVES	CAPITAL RESERVES		
<b>Actual balances per AFS at August 31, 2018</b>	\$21,186,021	\$11,908,949	\$0	\$3,898,923	\$0	\$3,898,923	\$5,380,149		
<b>2018/2019 Estimated Impact to AOS for:</b>									
Prior period adjustment	\$0	\$0	\$0	\$0	\$0	\$0	\$0		
Estimated surplus(deficit)	(\$500,000)			(\$500,000)	(\$500,000)				
Estimated board funded capital asset additions		\$1,800,000		(\$1,800,000)	(\$1,800,000)		\$0		\$0
Estimated disposal of unsupported tangible capital assets	\$0			\$0	\$0		\$0		\$0
Estimated amortization of capital assets (expense)		(\$5,255,845)		\$5,255,845	\$5,255,845				
Estimated capital revenue recognized - Alberta Education		\$3,527,500		(\$3,527,500)	(\$3,527,500)				
Estimated capital revenue recognized - Alberta Infrastructure		\$0		\$0	\$0				
Estimated capital revenue recognized - Other GOA		\$0		\$0	\$0				
Estimated capital revenue recognized - Other sources		\$0		\$0	\$0				
Estimated changes in Endowments	\$0		\$0	\$0	\$0				
Estimated unsupported debt principal repayment		\$0		\$0	\$0				
Estimated reserve transfers (net)				\$71,655	\$71,655		(\$500,000)		(\$71,655)
Estimated assumptions/transfers of operations (explain)				\$0	\$0		\$0		\$0
<b>Estimated Balances for August 31, 2019</b>	<b>\$20,686,021</b>	<b>\$11,978,604</b>	<b>\$0</b>	<b>\$3,398,923</b>	<b>\$0</b>	<b>\$3,398,923</b>	<b>\$5,308,494</b>		
<b>2019/2020 Budget projections for:</b>									
Budgeted surplus(deficit)	(\$372,730)			(\$372,730)	(\$372,730)				
Projected board funded capital asset additions		\$1,500,000		(\$1,500,000)	(\$1,500,000)		\$0		\$0
Budgeted disposal of unsupported tangible capital assets	\$0			\$0	\$0		\$0		\$0
Budgeted amortization of capital assets (expense)		(\$5,315,219)		\$5,315,219	\$5,315,219				
Budgeted capital revenue recognized - Alberta Education		\$100,000		(\$100,000)	(\$100,000)				
Budgeted capital revenue recognized - Alberta Infrastructure		\$3,472,500		(\$3,472,500)	(\$3,472,500)				
Budgeted capital revenue recognized - Other GOA		\$0		\$0	\$0				
Budgeted capital revenue recognized - Other sources		\$0		\$0	\$0				
Budgeted changes in Endowments	\$0		\$0	\$0	\$0				
Budgeted unsupported debt principal repayment		\$0		\$0	\$0				
Projected reserve transfers (net)				\$0	\$0				
Projected assumptions/transfers of operations (explain)				\$0	\$0		(\$130,011)		\$0
<b>Projected Balances for August 31, 2020</b>	<b>\$20,313,291</b>	<b>\$11,795,885</b>	<b>\$0</b>	<b>\$3,268,912</b>	<b>\$0</b>	<b>\$3,268,912</b>	<b>\$5,308,494</b>		

**SCHEDULE OF USES FOR ACCUMULATED SURPLUSES AND RESERVES**  
for the Year Ending August 31

	Unrestricted Surplus Usage			Operating Reserves Usage			Capital Reserves Usage		
	Year Ended	Year Ended	Year Ended	Year Ended	Year Ended	Year Ended	Year Ended	Year Ended	
	31-Aug-2020	31-Aug-2021	31-Aug-2022	31-Aug-2020	31-Aug-2021	31-Aug-2022	31-Aug-2020	31-Aug-2021	31-Aug-2022
Projected opening balance	\$0	\$0	\$0	\$3,398,923	\$3,268,912	\$3,268,912	\$5,308,494	\$5,308,494	\$5,308,494
Projected excess of revenues over expenses (surplus only)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Budgeted disposal of unsupported tangible capital assets	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Budgeted amortization of capital assets (expense)	\$5,315,219	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Budgeted capital revenue recognized	(\$3,572,500)	\$0	\$0	\$0	\$5,250,000	\$5,250,000	\$0	\$0	\$0
Budgeted changes in Endowments	\$0	\$0	\$0	\$0	(\$3,580,000)	(\$3,580,000)	\$0	\$0	\$0
Budgeted unsupported debt principal repayment	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Budgeted reserves transfers (net)	\$130,011	\$0	\$0	(\$130,011)	\$0	\$0	\$0	\$0	\$0
Projected assumptions/transfers of operations	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Increase in (use of) school generated funds	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
New school start-up costs	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Decentralized school reserves	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Non-recurring certificated remuneration	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Non-recurring non-certificated remuneration	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Non-recurring contracts, supplies & services	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Professional development, training & support	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Transportation Expenses	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Full-day kindergarten	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
English language learners	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
First nations, Metis, Inuit	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
OH&S / wellness programs	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
B & S administration organization / reorganization	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Debt repayment	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
POM expenses	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Non-salary related programming costs (explain)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Repairs & maintenance - School building & land	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Repairs & maintenance - Technology	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Repairs & maintenance - Vehicle & Transportation	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Repairs & maintenance - Administration building	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Repairs & maintenance - POM building & equipment	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Repairs & maintenance - Other (explain)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Capital costs - School land & building	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Capital costs - School modernization	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Capital costs - School modular & additions	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Capital costs - School building partnership projects	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Capital costs - Technology	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Capital costs - Vehicle & transportation	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Capital costs - Administration building	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Capital costs - POM building & equipment	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Capital costs - Furniture & Equipment	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Capital costs - Other	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Building leases	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Projected operating deficit	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other 2 - please use this row only if no other row is appropriate	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other 3 - please use this row only if no other row is appropriate	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other 4 - please use this row only if no other row is appropriate	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Estimated closing balance for operating contingency	\$0	\$0	\$0	\$3,268,912	\$3,268,912	\$2,768,912	\$5,308,494	\$5,308,494	\$4,808,494

Total surplus as a percentage of 2020 Expenses 10.16% 8.98%  
ASO as a percentage of 2020 Expenses 3.67% 3.28%

**ANTICIPATED CHANGES IN ACCUMULATED OPERATING SURPLUS (SUPPLEMENTARY DETAIL)  
for the Year Ending August 31**

The following provides further explanation of the anticipated changes to each component of AOS for the 2018/2019, 2019/2020, 2020/2021 and 2021/2022 years as outlined on pages 6 and 7. Please provide information on the acquisition of significant unsupported capital, non-recurring project expenditures, and intended use of funds to August 31, 2021. Note that unrestricted surplus, operating reserves, and/or capital reserves should include the jurisdiction's contingency for unexpected or emergent issues.

**Additional detail on uses of Accumulated Operating Surplus:**

**2018/2019**

Provide an explanation of material changes from the fall budget update originally submitted in November, 2018 for annual operating surplus (deficit), capital acquisitions, endowments, and/or other changes affecting unrestricted surplus, operating reserves, and capital reserves.

- No significant changes

**2019/2020**

Please provide additional detail regarding uses of unrestricted surplus, operating reserves, and capital reserves not described on pages 6 and 7.

-Use of \$130,000 of operating reserves to fund a portion of the 19-20 operating deficit



**ANTICIPATED CHANGES IN ACCUMULATED OPERATING SURPLUS (SUPPLEMENTARY DETAIL)**  
**for the Year Ending August 31**

The following provides further explanation of the anticipated changes to each component of AOS for the 2018/2019, 2019/2020, 2020/2021 and 2021/2022 years as outlined on pages 6 and 7. Please provide information on the acquisition of significant unsupported capital, non-recurring project expenditures, and intended use of funds to August 31, 2021. Note that unrestricted surplus, operating reserves, and/or capital reserves should include the jurisdiction's contingency for unexpected or emergent issues.

**Additional detail on uses of Accumulated Operating Surplus:**

**2020/2021**

Please provide additional detail regarding uses of unrestricted surplus, operating reserves, and capital reserves not described on pages 6 and 7.

-N A

**2021/2022**

Please provide additional detail regarding uses of unrestricted surplus, operating reserves, and capital reserves not described on pages 6 and 7.

- Use of \$500,000 of Operating Reserves for new school start - up costs
- Use of \$500,000 of Capital Reserves for new school start - up costs

**August 31, 2022**

Describe the jurisdiction's intended use of unrestricted surplus, operating reserves, and capital reserves balances expected as at August 31, 2022.

- The Operating Reserves balance of \$2,769,000 is made up of Decentralized School Reserves (\$400,000), School Generated Funds (\$500,000), and a General Contingency Reserve (\$1,869,000)
- The Capital Reserves of \$4,808,000 are available for building renovations or replacement of POM, Transportation and Administration buildings, purchase of busses and Board funded capital additions to new and existing schools

**PROJECTED STUDENT STATISTICS  
FULL TIME EQUIVALENT (FTE) ENROLLED STUDENTS**

	<b>Budgeted 2019/2020 (Note 2)</b>	<b>Actual 2018/2019</b>	<b>Actual 2017/2018</b>	<b>Notes</b>
<b>GRADES 1 TO 12</b>				
<b>Eligible Funded Students:</b>				
Grades 1 to 9	4,014	4,041	3,924	Head count
Grades 10 to 12	1,227	1,262	1,237	Note 3
<b>Total</b>	<b>5,241</b>	<b>5,303</b>	<b>5,161</b>	Grades 1-12 students eligible for base instruction funding from Alberta Education.
Percentage Change	-1.2%	2.8%		
<b>Other Students:</b>				
<b>Total</b>	<b>173</b>	<b>174</b>	<b>169</b>	Note 4
<b>Total Net Enrolled Students</b>	<b>5,414</b>	<b>5,477</b>	<b>5,330</b>	
<b>Home Ed and Blended Program Students</b>			-	Note 5
<b>Total Enrolled Students, Grades 1-12</b>	<b>5,414</b>	<b>5,477</b>	<b>5,330</b>	
Percentage Change	-1.2%	2.8%		
<b>Of the Eligible Funded Students:</b>				
Students with Severe Disabilities	117	117	97	FTE of students with severe disabilities as reported by the board via PASI.
Students with Mild/Moderate Disabilities	633	633	577	FTE of students identified with mild/moderate disabilities as reported by the board via PASI.

**EARLY CHILDHOOD SERVICES (ECS)**

<b>Eligible Funded Children</b>	527	525	556	ECS children eligible for ECS base instruction funding from Alberta Education.
<b>Other Children</b>			-	ECS children not eligible for ECS base instruction funding from Alberta Education.
<b>Total Enrolled Children - ECS</b>	<b>527</b>	<b>525</b>	<b>556</b>	
<b>Program Hours</b>	<b>475</b>	<b>475</b>	<b>475</b>	Minimum: 475 Hours
<b>FTE Ratio</b>	<b>0.500</b>	<b>0.500</b>	<b>0.500</b>	Actual hours divided by 950
<b>FTE's Enrolled, ECS</b>	<b>264</b>	<b>263</b>	<b>278</b>	
Percentage Change	0.4%	-5.6%		
<b>Of the Eligible Funded Children:</b>				
Students with Severe Disabilities	45	45	54	FTE of students with severe disabilities as reported by the board via PASI.
Students with Mild/Moderate Disabilities	67	67	67	FTE of students identified with mild/moderate disabilities as reported by the board via PASI.

**NOTES:**

- Enrolment is to be completed WHEREVER APPLICABLE and are 'as at September 30th' for each year.
- Budgeted enrolment is to be based on best information available at time of the 2019/2020 budget report preparation.
- The # of FTE grade 10-12 students is determined by taking the total # of students' credits / 35; where 35 CEU's = 1 FTE.
- Other Grade 1-12 students that are not eligible for base instruction funding from Alberta Education include First Nations students living on reserves for which tuition fee payments are made from Band or AANDC (Code 330), students younger than 5 1/2 or older than 20, and out-of-province and foreign students.
- Because they are funded separately, Home Education students are not included with total net enrolled students. In the blended program, funding per student is pro-rated on the percentage of the student's program which is taken at school and at home; home education students are assigned a weighting of 0.25 FTE for base funding.

**PROJECTED STAFFING STATISTICS  
FULL TIME EQUIVALENT (FTE) PERSONNEL**

	Budgeted 2019/2020	Actual 2018/2019	Fall Budget 2018/2019	Actual 2017/2018	Notes
<b>CERTIFICATED STAFF</b>					
School Based	369.5	369.0	369.0	369.6	Teacher certification required for performing functions at the school level
Non-School Based	6.3	6.3	6.3	6.3	Teacher certification required for performing functions at the system/central office level
<b>Total Certificated Staff FTE</b>	<b>375.8</b>	<b>375.3</b>	<b>375.3</b>	<b>375.9</b>	<b>FTE for personnel possessing a valid Alberta teaching certificate or equivalency</b>
Percentage change from prior period	0.1%	-0.2%	0.1%	-0.2%	
If an average standard cost is used, please disclose rate: Student F.T.E. per certificated Staff <input type="text" value="15.1"/> <input type="text" value="15.3"/> <input type="text" value="14.9"/>					
<b>Certificated Staffing Change due to:</b>					
Enrollment Change	-	-	(0.6)	(0.6)	If negative change impact, the small class size initiative is to include any/all teachers retained
Small Class Size Initiative	-	-	n/a	n/a	If enrollment change impact on teacher FTEs is negative, include any/all teachers retained
Other Factors	0.5	-	n/a	n/a	Enhance school staffing
Total Change	0.5	-	n/a	n/a	Year-over-year change in Certificated FTE
<b>Breakdown, where total change is Negative:</b>					
Continuous contracts terminated	-	-	n/a	n/a	FTEs
Non-permanent contracts not being renewed	-	-	n/a	n/a	FTEs
Other (retirement, attrition, etc.)	-	-	n/a	n/a	(describe required)
Total Negative Change in Certificated FTEs	-	-	n/a	n/a	Breakdown required where year-over-year total change in Certificated FTE is 'negative' only
Please Allocate					
<b>NON-CERTIFICATED STAFF</b>					
Instructional	275.9	276.9	252.0	249.5	Personnel providing instruction support for schools under 'instruction' program areas
Plant Operations & Maintenance	13.9	13.8	13.4	13.4	Personnel providing support to maintain school facilities
Transportation	64.0	64.0	66.2	66.7	Personnel providing direct support to the transportation of students to and from school
Other	15.8	15.8	14.0	14.0	Personnel in Board & System Admin. and External service areas
<b>Total Non-Certificated Staff FTE</b>	<b>369.6</b>	<b>370.6</b>	<b>345.6</b>	<b>343.6</b>	<b>FTE for personnel not possessing a valid Alberta teaching certificate or equivalency</b>
Percentage Change	-0.3%	7.9%	6.9%	0.6%	
<b>Explanation of Changes:</b>					
<b>Additional Information</b>					
Are non-certificated staff subject to a collective agreement? <input type="text" value=""/>					
Please provide terms of contract for 2019/2020 and future years for non-certificated staff subject to a collective agreement along with the number of qualifying staff FTEs.					

<b>BOARD AND SYSTEM ADMINISTRATION</b>	
<b>2019/2020 EXPENSES UNDER (OVER) MAXIMUM LIMIT</b>	
<b>TOTAL EXPENSES (From "Total" column of Line 28 of Schedule of Program Operations)</b>	<b>\$84,386,612</b>
Enter Number of Net Enrolled Students:	5,414
Enter Number of Funded (ECS) Children:	527
Enter "C" if Charter School	
<b>STEP 1</b>	
<b>Calculation of maximum expense limit percentage for Board and System Administration expenses</b>	
If "Total Net Enrolled Students" are 6,000 and over	= 3.6%
If "Total Net Enrolled Students" are 2,000 and less	= 5.4%
The Maximum Expense Limit for Board and System Administration is based on an arithmetical proportion for the TOTAL FTE count for grades 1 -12, net of Home Education AND Adult students, between 2,000 to 6,000 at .00045 per FTE (Example: 4,500 FTE count grades 1-12 = 6,000 - 4,500 = 1,500 X .00045 = 0.675% plus 3.6% = maximum expense limit of 4.28%).	
<b>STEP 2</b>	
<b>A. Calculate maximum expense limit amounts for Board and System Administration expenses</b>	
Maximum Expense Limit percentage (Step 1) x TOTAL EXPENSES	\$3,260,446
<b>B. Considerations for Charter Schools and Small School Boards:</b>	
If charter schools and small school boards,	
The amount of Small Board Administration funding ( <i>Funding Manual</i> Section 1.13)	\$0
2019/2020 MAXIMUM EXPENSE LIMIT (the greater of A or B above)	\$3,260,446
Actual Board & System Administration from G31 of "Budgeted Statement of Operations"	\$3,035,676
Amount Overspent	\$0

3.60%