

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

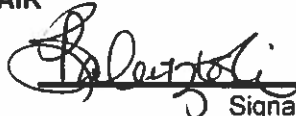
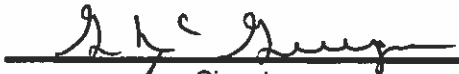
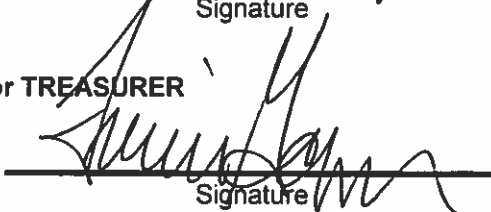
[School Act, Sections 147(2)(b) and 276]

4160 Fort McMurray Roman Catholic Separate School District No. 32

Legal Name of School Jurisdiction

9809 Main Street Fort McMurray AB AB T9H 1T7; 587-960-4211; fgagnon@fmcscd.ab.ca

Contact Address, Telephone & Email Address

BOARD CHAIR	
<u>Ms.. Paula Galenzoski</u> Name	 Signature
SUPERINTENDENT	
<u>Mr. Michael (George) McGuigan</u> Name	 Signature
SECRETARY TREASURER or TREASURER	
<u>Mr. Francois Gagnon</u> Name	 Signature
<p>Certified as an accurate summary of the year's budget as approved by the Board of Trustees at its meeting held on <u>June 17, 2019</u> Date</p>	

Version: 170615

c.c. Alberta Education
c/o Jianan Wang, Financial Reporting & Accountability Branch
8th Floor Commerce Place, 10155-102 Street, Edmonton AB T5J 4L5
Phone: (780) 427-3855
E-MAIL: EDC.FRA@gov.ab.ca

TABLE OF CONTENTS

	Page
BUDGETED STATEMENT OF OPERATIONS & ALLOCATION OF EXPENSES (BY OBJECT)	3
BUDGETED SCHEDULE OF FEE REVENUE & SUPPLEMENTARY DETAILS OF FEE REVENUE	4 & 5
PROJECTED STATEMENT OF CHANGES IN ACCUMULATED OPERATING SURPLUS (2017/2018 & 2018/2019)	6
SCHEDULE OF USES FOR ACCUMULATED SURPLUSES AND RESERVES (2018/2019, 2019/2020 & 2020/2021)	7
ANTICIPATED CHANGES IN ACCUMULATED OPERATING SURPLUS (SUPPLEMENTARY INFORMATION)	8 & 9
PROJECTED STUDENT STATISTICS	10
PROJECTED STAFFING STATISTICS	11
BOARD AND SYSTEM ADMINISTRATION CALCULATION	12

15 Color coded cells:

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

28 Budget 2020 if projecting an operating deficit of \$ 5.9 M based on the following assumptions:

Revenues

- 31 Total revenue of \$ 92.8 M based on following assumptions:
- 32 Classroom Improvement Fund (CIF) program is not renewed
- 33 No change in instructional funding rates
- 34 No additional funding for costs associated with new Collective Agreements
- 35 Projected Enrolment increase of 1.0% is fully funded by AB Education
- 36 5% increase in Transportation Fees - No change for other fees

Expenses

- 37 Salaries and Benefits - \$ 73.9 M
- 38 3 additional classroom teachers position for growth
- 39 Staffing cost for Certificated Staff increases by 4% for new positions, grid movement and increase in premiums for benefits
- 40 Reduction of 20 positions for non-certificated staff
- 41 Average cost for non-certificated staff increases by 1.5 % due to grid movement and benefit premiums
- 42 Services, contract and supplies - \$ 17.9 M
- 43 Increase of 2 % for inflation and other cost increases

Significant Business and Financial Risks:

47 General economic outlook for the region could result in additional workforce reduction by major employers and/or sub-contractors that could result in lower enrolment for
 48 September 2019 and beyond.

49 Uncertainty in funding from Alberta Education with the next budget expected to be presented in October 2019. A reduction in programs or funding could impact the Schools

51 Uncertainty in regards to arbitration for salary of teachers scheduled for the Fall. The impact of an increase in salary could potentially increase the salary and benefits
 52 expenses for certificated and non-certificated staff.

BUDGETED STATEMENT OF OPERATIONS
for the Year Ending August 31

	Approved Budget 2019/2020	Fall Budget Update 2018/2019	Actual Audited 2017/2018
REVENUES			
Alberta Education	\$79,085,000	\$80,387,000	\$78,418,324
Alberta Infrastructure	\$4,300,000	\$0	\$0
Other - Government of Alberta	\$830,000	\$790,000	\$745,732
Federal Government and First Nations	\$1,400,000	\$1,075,000	\$1,106,323
Other Alberta school authorities		\$0	\$0
Out of province authorities		\$0	\$0
Alberta Municipalities-special tax levies	\$0	\$0	\$0
Property taxes	\$1,800,000	\$1,900,000	\$1,831,045
Fees	\$850,000	\$1,246,000	\$1,140,875
Other sales and services	\$1,150,000	\$1,700,000	\$1,753,306
Investment income	\$700,000	\$415,000	\$666,877
Gifts and donations	\$900,000	\$1,120,000	\$1,139,894
Rental of facilities	\$490,000	\$555,000	\$551,847
Fundraising	\$520,000	\$420,000	\$625,497
Gains on disposal of capital assets	\$0	\$6,000	\$6,959
Other revenue	\$60,000	\$140,000	\$649,712
TOTAL REVENUES	\$92,085,000	\$89,754,000	\$88,636,391
EXPENSES			
Instruction - Early Childhood Services	\$10,900,000	\$10,965,000	\$6,114,826
Instruction - Grades 1-12	\$66,685,000	\$61,202,000	\$62,175,829
Plant operations & maintenance	\$12,500,000	\$11,300,000	\$11,184,882
Transportation	\$2,200,000	\$2,200,000	\$2,076,009
Administration	\$3,000,000	\$3,200,000	\$2,898,206
External Services	\$2,700,000	\$2,800,000	\$2,679,548
TOTAL EXPENSES	\$97,985,000	\$91,667,000	\$87,129,300
ANNUAL SURPLUS (DEFICIT)	(\$5,900,000)	(\$1,913,000)	\$1,507,091

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

	Approved Budget 2019/2020	Fall Budget Update 2018/2019	Actual Audited 2017/2018
EXPENSES			
Certificated salaries	\$41,500,000	\$38,742,000	\$36,376,453
Certificated benefits	\$8,400,000	\$7,800,000	\$7,385,128
Non-certificated salaries and wages	\$20,430,000	\$18,915,000	\$17,931,236
Non-certificated benefits	\$3,600,000	\$3,380,000	\$3,215,840
Services, contracts, and supplies	\$17,900,000	\$17,500,000	\$16,968,288
Capital and debt services			
Amortization of capital assets			
Supported	\$4,485,000	\$3,850,000	\$3,799,238
Unsupported	\$1,600,000	\$1,400,000	\$1,359,111
Interest on capital debt			
Supported		\$0	\$9,713
Unsupported		\$0	\$0
Other interest and finance charges	\$70,000	\$80,000	\$84,293
Losses on disposal of capital assets		\$0	\$0
Other expenses		\$0	\$0
TOTAL EXPENSES	\$97,985,000	\$91,667,000	\$87,129,300

BUDGETED SCHEDULE OF FEE REVENUE
for the Year Ending August 31

	Approved Budget 2019/2020	Fall Budget Update 2018/2019	Actual 2017/2018
FEES			
TRANSPORTATION	\$90,000	\$145,000	\$143,714
BASIC INSTRUCTION SUPPLIES (Instructional supplies, & materials)	\$0	\$0	\$0
LUNCHROOM SUPERVISION & NOON HOUR ACTIVITY FEES	\$0	\$0	\$0
FEES TO ENHANCE BASIC INSTRUCTION			
Technology user fees	\$0	\$0	\$0
Alternative program fees	\$150,000	\$375,000	\$376,230
Fees for optional courses	\$50,000	\$0	\$0
ECS enhanced program fees	\$250,000	\$275,000	\$0
ACTIVITY FEES	\$60,000	\$45,000	\$44,663
Other fees to enhance education (Describe here)	\$0	\$0	\$0
NON-CURRICULAR FEES			
Extra-curricular fees	\$50,000	\$25,000	\$22,072
Non-curricular goods and services	\$50,000	\$131,000	\$126,316
NON-CURRICULAR TRAVEL	\$150,000	\$250,000	\$322,652
OTHER FEES (Describe here)	\$0	\$0	\$0
TOTAL FEES	\$850,000	\$1,246,000	\$1,035,647

**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	\$90,000	\$90,000	\$108,580
Special events	\$75,000	\$75,000	\$103,527
Sales or rentals of other supplies/services	\$75,000	\$75,000	\$59,765
Out of district unfunded student revenue	\$0	\$0	\$0
International and out of province student revenue	\$20,000	\$24,000	\$24,656
Adult education revenue	\$0	\$0	\$0
Preschool	\$65,000	\$160,000	\$173,910
Child care & before and after school care	\$825,000	\$700,000	\$893,855
Lost item replacement fees	\$0	\$0	\$0
Bulk supply sales	\$0	\$0	\$0
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	\$0
Other (describe) Other sales (describe here)	\$0	\$0	\$0
TOTAL	\$1,150,000	\$1,124,000	\$1,364,293

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
Actual balances per AFS at August 31, 2018	\$41,453,953	\$8,204,922	\$0	\$21,456,492	\$7,235,081	\$14,221,411	\$11,792,539
2018/2019 Estimated impact to AOS for:							
Prior period adjustment	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Estimated surplus(deficit)	(\$2,500,000)			(\$2,500,000)	(\$2,500,000)		
Estimated board funded capital asset additions		\$3,500,000		\$0	\$0	\$0	(\$3,500,000)
Estimated disposal of unsupported tangible capital assets	\$0	\$0		\$0	\$0		\$0
Estimated amortization of capital assets (expense)		\$0		\$0	\$0		
Estimated capital revenue recognized - Alberta Education		\$0		\$0	\$0		
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)				(\$1,800,000)	(\$1,800,000)	\$0	\$1,800,000
Estimated assumptions/transfers of operations (explain)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Estimated Balances for August 31, 2019	\$38,953,953	\$11,704,922	\$0	\$17,156,492	\$2,935,081	\$14,221,411	\$10,092,539
2019/2020 Budget projections for:							
Budgeted surplus(deficit)	(\$5,900,000)			(\$5,900,000)	(\$5,900,000)		
Projected board funded capital asset additions		\$3,500,000		\$0	\$0	\$0	(\$3,500,000)
Budgeted disposal of unsupported tangible capital assets	\$0	\$0		\$0	\$0		\$0
Budgeted amortization of capital assets (expense)		(\$6,085,000)		\$6,085,000	\$6,085,000		
Budgeted capital revenue recognized - Alberta Education		\$0		\$0	\$0		
Budgeted capital revenue recognized - Alberta Infrastructure		\$4,300,000		(\$4,300,000)	(\$4,300,000)		
Budgeted capital revenue recognized - Other GOA		\$0		\$0	\$0		
Budgeted capital revenue recognized - Other sources		\$185,000		(\$185,000)	(\$185,000)		
Budgeted changes in Endowments	\$0		\$0	\$0	\$0		
Budgeted unsupported debt principal repayment		\$0		\$0	\$0		
Projected reserve transfers (net)				(\$2,000,000)	\$2,000,000	(\$4,000,000)	\$2,000,000
Projected assumptions/transfers of operations (explain)	\$0	\$0	\$0	\$0			\$0
Projected Balances for August 31, 2020	\$33,053,953	\$13,604,922	\$0	\$10,856,492	\$635,081	\$10,221,411	\$8,592,539

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		
	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	\$2,935,081	\$635,081	\$320,081	\$14,221,411	\$10,221,411	\$7,806,411	\$10,092,539	\$8,592,539	\$6,342,539
Projected excess of revenues over expenses (surplus only)	\$0	\$0	\$0						
Budgeted disposal of unsupported tangible capital assets	\$0	\$0	\$0			\$0	\$0	\$0	\$0
Budgeted amortization of capital assets (expense)	\$6,085,000	\$6,085,000	\$6,085,000		\$6,085,000	\$6,085,000			
Budgeted capital revenue recognized	(\$4,485,000)	(\$4,500,000)	(\$4,500,000)		(\$4,500,000)	(\$4,500,000)			
Budgeted changes in Endowments	\$0	\$0	\$0		\$0	\$0			
Budgeted unsupported debt principal repayment	\$0	\$0	\$0		\$0	\$0			
Projected reserves transfers (net)	\$2,000,000	\$2,000,000	\$2,000,000	(\$4,000,000)	(\$4,000,000)	(\$4,000,000)	\$2,000,000	\$2,000,000	\$2,000,000
Projected assumptions/transfers of operations	\$0	\$2,000,000	\$2,094,919	\$0	\$0	\$0	\$0	\$0	\$0
Increase in (use of) school generated funds	\$0	\$0	\$0		\$0	\$0		\$0	\$0
New school start-up costs	(\$125,000)	(\$125,000)	(\$125,000)		\$0	\$0		\$0	\$0
Decentralized school reserves	(\$1,000,000)	(\$1,000,000)	(\$1,000,000)		\$0	\$0		\$0	\$0
Non-recurring certificated remuneration	(\$350,000)	(\$350,000)	(\$350,000)		\$0	\$0			
Non-recurring non-certificated remuneration	(\$250,000)	(\$250,000)	(\$250,000)		\$0	\$0			
Non-recurring contracts, supplies & services	(\$1,000,000)	(\$1,000,000)	(\$1,000,000)		\$0	\$0			
Professional development, training & support	(\$350,000)	(\$350,000)	(\$350,000)		\$0	\$0			
Transportation Expenses	(\$850,000)	(\$850,000)	(\$850,000)		\$0	\$0			
Full-day kindergarten	(\$150,000)	(\$150,000)	(\$150,000)		\$0	\$0			
English language learners	\$0	\$0	\$0		\$0	\$0			
First nations, Metis, Inuit	\$0	\$0	\$0		\$0	\$0			
OH&S / wellness programs	(\$25,000)	(\$25,000)	(\$25,000)		\$0	\$0			
B & S administration organization / reorganization	\$0	\$0	\$0		\$0	\$0			
Debt repayment	\$0	\$0	\$0		\$0	\$0			
POM expenses	(\$1,800,000)	(\$1,800,000)	(\$1,800,000)		\$0	\$0		\$0	\$0
Non-salary related programming costs (explain)	\$0	\$0	\$0		\$0	\$0			
Repairs & maintenance - School building & land	\$0	\$0	\$0		\$0	\$0			
Repairs & maintenance - Technology	\$0	\$0	\$0		\$0	\$0			
Repairs & maintenance - Vehicle & transportation	\$0	\$0	\$0		\$0	\$0			
Repairs & maintenance - Administration building	\$0	\$0	\$0		\$0	\$0			
Repairs & maintenance - POM building & equipment	\$0	\$0	\$0		\$0	\$0			
Repairs & maintenance - Other (explain)	\$0	\$0	\$0		\$0	\$0			
Capital costs - School land & building	\$0	\$0	\$0	\$0	\$0	\$0	(\$1,610,000)	(\$1,610,000)	(\$1,610,000)
Capital costs - School modernization	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Capital costs - School modular & additions	\$0	\$0	\$0	\$0	\$0	\$0	(\$50,000)	(\$50,000)	(\$50,000)
Capital costs - School building partnership projects	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Capital costs - Technology	\$0	\$0	\$0	\$0	\$0	\$0	(\$1,800,000)	(\$1,800,000)	(\$1,800,000)
Capital costs - Vehicle & transportation	\$0	\$0	\$0	\$0	\$0	\$0	(\$40,000)	(\$40,000)	(\$40,000)
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	(\$750,000)	(\$750,000)
Capital costs - Other	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Building leases	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other 1 - please use this row only if no other row is appropriate		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other 2 - please use this row only if no other row is appropriate		(\$1,860,000)	\$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
Other 4 - please use this row only if no other row is appropriate		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Estimated closing balance for operating contingency	\$635,081	\$320,081	\$100,000	\$10,221,411	\$7,806,411	\$5,391,411	\$8,592,539	\$6,342,539	\$4,092,539

Total surplus as a percentage of 2020 Expenses	19.85%	14.77%	9.78%
ASO as a percentage of 2020 Expenses	11.08%	8.29%	5.60%

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

No significant changes from the fall budget update. The balance of the accumulated surplus from operations is projected to be \$ 17.2 M which is 5.7 % less than what was projected in the fall. The difference is explained by a higher operating deficit than anticipated and a larger transfer to Capital Reserves.

Board Funded Capital expenses of \$ 3.5 M are budgeted for School Year 2018-2019 which will reduce the Capital Reserves Balance to \$ 10.1 M

2019/2020

The balance of the Accumulated Surplus from Operations is budgeted to decrease from \$ 17 M to \$ 10.9 M by August 2020 as a result of an budgeted operating deficit of \$ 5.9 M and a transfer to Capital Reserves of \$ 2 M.

Capital Reserves will be used to fund budgeted Capital Expenditures of \$ 3.5 M during the year. A transfer of \$ 2.0 M from the Unrestricted Surplus will result in an balance of \$ 8.6 in Capital Reserves in August 2020.

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

The Catholic Board is planning to continue to draw from its accumulated operating surplus to maintain education services and programming while anticipating a reduction in Provincial Revenues and local business support. The objective of the Board is to maintain a balance of at least \$ 5 M in accumulated surplus by August 2022. This would represent approximately 5% of its annual operating expenses.

Capital Reserves will continue to be used to support the upkeep of facilities for projects not supported by IMR and for the upgrade and evergreening of Information Technology equipment and infrastructure. The Board has directed that a balance of at least \$ 4 M be maintained in the Capital Reserve representing 65 % of the annual amortization of capital assets.

2021/2022

.

August 31, 2022

As indicated above, the Board is planning to maintain an Accumulated Operating Surplus balance of 5% of its annual operating expenses as a contingency to limit the impact of changes in enrolment and/or funding.

A Capital Reserve Balance of 65% of annual amortization of capital assets is also maintained to upgrade facilities, to replace equipment and for Information Technology equipment evergreening.

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

	Budgeted 2019/2020 (Note 2)	Actual 2018/2019	Actual 2017/2018	Notes
GRADES 1 TO 12				
Eligible Funded Students:				
Grades 1 to 9	4,280	4,039	3,827	Head count
Grades 10 to 12	1,235	1,245	1,212	Note 3
Total	5,515	5,284	5,039	Grades 1-12 students eligible for base instruction funding from Alberta Education.
Percentage Change	4.4%	4.9%		
Other Students:				
Total	85	86	77	Note 4
Total Net Enrolled Students				
	5,600	5,370	5,116	
Home Ed and Blended Program Students				
			-	Note 5
Total Enrolled Students, Grades 1-12				
	5,600	5,370	5,116	
Percentage Change	4.3%	5.0%		
Of the Eligible Funded Students:				
Students with Severe Disabilities	260	254	225	FTE of students with severe disabilities as reported by the board via PASI.
Students with Mild/Moderate Disabilities	580	578	534	FTE of students identified with mild/moderate disabilities as reported by the board via PASI.

EARLY CHILDHOOD SERVICES (ECS)

Eligible Funded Children	905	904	836	ECS children eligible for ECS base instruction funding from Alberta Education.
Other Children	180	181	176	ECS children not eligible for ECS base instruction funding from Alberta Education.
Total Enrolled Children - ECS	1,085	1,085	1,012	
Program Hours	475	475	475	Minimum: 475 Hours
FTE Ratio	0.500	0.500	0.500	Actual hours divided by 950
FTE's Enrolled, ECS	543	543	506	
Percentage Change	0.0%	7.2%		
Of the Eligible Funded Children:				
Students with Severe Disabilities	160	158	146	FTE of students with severe disabilities as reported by the board via PASI.
Students with Mild/Moderate Disabilities	500	502	453	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
CERTIFICATED STAFF					
School Based	362.0	358.5	358.3	334.5	Teacher certification required for performing functions at the school level.
Non-School Based	6.5	6.5	7.5	6.5	Teacher certification required for performing functions at the system/central office level.
Total Certificated Staff FTE	368.5	365.0	365.8	341.0	FTE for personnel possessing a valid Alberta teaching certificate or equivalency.
Percentage change from prior period	1.0%	7.0%	0.7%	7.3%	
If an average standard cost is used, please disclose rate:					
Student F.T.E. per certificated Staff	16.7	16.2		16.5	
Certificated Staffing Change due to:					
Enrolment Change	3.5	-	24.8		If negative change impact, the small class size initiative is to include any/all teachers retained.
Small Class Size Initiative	-	-	n/a		If enrolment change impact on teacher FTEs is negative, include any/all teachers retained.
Other Factors	-	(0.8)	n/a		Descriptor (required): Leaves
Total Change	3.5	(0.8)	n/a		Year-over-year change in Certificated FTE
Breakdown, where total change is Negative:					
Continuous contracts terminated	-	-	n/a		FTEs
Non-permanent contracts not being renewed	-	(0.8)	n/a		FTEs
Other (retirement, attrition, etc.)	-	-	n/a		Descriptor (required):
Total Negative Change in Certificated FTEs	-	(0.8)	n/a		Breakdown required where year-over-year total change in Certificated FTE is 'negative' only
NON-CERTIFICATED STAFF					
Instructional	284.0	304.0	292.2	266.0	Personnel providing instruction support for schools under 'Instruction' program areas.
Plant Operations & Maintenance	54.0	54.0	51.9	49.0	Personnel providing support to maintain school facilities
Transportation	-	-	-	-	Personnel providing direct support to the transportation of students to and from school
Other	32.0	33.0	37.6	36.0	Personnel in Board & System Admin. and External service areas.
Total Non-Certificated Staff FTE	370.0	391.0	381.7	351.0	FTE for personnel not possessing a valid Alberta teaching certificate or equivalency.
Percentage Change	-5.4%	11.4%	-3.1%	8.7%	
Explanation of Changes:					
District is reducing non-certificated staff by 20 positions due to funding reduction.					
Additional Information					
Are non-certificated staff subject to a collective agreement? <input type="checkbox"/>					
Please provide terms of contract for 2019/20 and future years for non-certificated staff subject to a collective agreement along with the number of qualifying staff FTE's.					
CUPE Collective Agreement covers 95% of non-certificated staff and expires in August 2020. Salaries are subject to wage re-opener clause for School Year 2018-19 and 2019-2020.					

**BOARD AND SYSTEM ADMINISTRATION
2019/2020 EXPENSES UNDER (OVER) MAXIMUM LIMIT**

4160

TOTAL EXPENSES (From "Total" column of Line 28 of Schedule of Program Operations)	\$97,985,000
Enter Number of Net Enrolled Students:	5,600
Enter Number of Funded (ECS) Children:	905
Enter "C" if Charter School	
STEP 1	
Calculation of maximum expense limit percentage for Board and System Administration expenses	
If "Total Net Enrolled Students" are 6,000 and over	= 3.6%
If "Total Net Enrolled Students" are 2,000 and less	= 5.4%
	3.78%
The Maximum Expense Limit for Board and System Administration is based on an arithmetical proration 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%).	
STEP 2	
A. Calculate maximum expense limit amounts for Board and System Administration expenses	
Maximum Expense Limit percentage (Step 1) x TOTAL EXPENSES	\$3,703,833
B. Considerations for Charter Schools and Small School Boards:	
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)	\$3,703,833
Actual Board & System Administration from G31 of "Budgeted Statement of Operations"	\$3,000,000
Amount Overspent	\$0

3.06%