

**BUDGET  
REPORT  
FOR THE YEAR ENDING AUGUST 31, 2018**

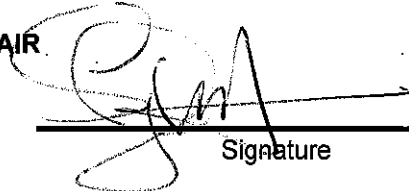

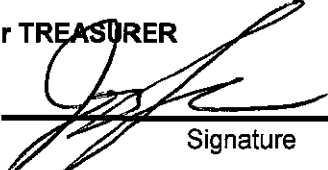
[School Act, Sections 147(2)(b) and 276]

**8050 Northwest Francophone Education Region No. 1**

**Legal Name of School Jurisdiction**

780-624-8855, 780,624,8554, joseagagnon@csno.ab.ca

**Telephone & Fax Numbers, Email Address**

<b>BOARD CHAIR</b>	
<u>Sylvianne Maisonneuve</u> Name	 Signature
<b>SUPERINTENDENT</b>	
<u>Brigitte Kropielnicki</u> Name	 Signature
<b>SECRETARY TREASURER or TREASURER</b>	
<u>Josea Gangon</u> 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</b> <u>June 14, 2017</u> <b>.</b> Date	

Version: 170615

c.c. Alberta Education  
c/o Robert Mah, Financial Reporting & Accountability Branch  
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Color coded cells:

	blue cells: require the input of data/descriptors wherever applicable.
	salmon cells: contain referenced juris. information - protected
	green cells: populated based on information previously submitted

	grey cells: data not applicable - protected
	white cells: within text boxes REQUIRE the input of points and data.
	yellow cells: to be completed when yellow only.

**HIGHLIGHTS, PLANS, ASSUMPTIONS AND RISKS SUMMARY- 2017/2018 BUDGET REPORT**

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 consideration the economic environment of the jurisdiction, focus on anticipated changes from current year, and are realistic and consistent with the three year Education Plan. At a minimum, they disclose key budget assumptions, financial & business risks, and specific strategies explaining how this budget will support the jurisdiction's plans.

**Budget Highlights, Plans & Assumptions:**

- decrease in enrollment in some of our schools causes a decrease in staffing
- transportation costs continue to rise meaning our transportation deficit, and our overall deficit, continues to increase
- transportation revenue is not sufficient to meet the needs of our transportation costs due to the area being covered to get kids to and from our schools
- costs of maintenance at two of our schools continue to rise as the infrastructure is old and requires more and more upkeep which means higher costs in both our operations and maintenance as well as our IMR budgets
- continued rise of a large number of our staff on the grid means higher expenses for certified and non-certified salaries and benefits
- CIF - 149,000\$ to be received and used for Classroom improvement Fund
- Nutrition program implementation 141,000\$

**Significant Business and Financial Risks:**

- decrease in staff to match decrease in enrolment at one of our schools
- bus routes are longer, rider times are longer to get students to and from school
- continued maintenance on two of our schools as infrastructure is old and needs repairs continues to use up our IMR funds

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

	Approved Budget 2017/2018	Fall Budget Update 2016/2017	Actual 2015/2016
<b>REVENUES</b>			
Alberta Education	\$9 226 405	\$9 089 813	\$9 020 264
Other - Government of Alberta		\$0	\$0
Federal Government and First Nations	\$18 500	\$18 500	\$19 600
Other Alberta school authorities		\$0	\$0
Out of province authorities		\$0	\$0
Alberta Municipalities-special tax levies		\$0	\$0
Property taxes		\$0	\$0
Fees	\$100 208	\$146 160	\$216 608
Other sales and services	\$79 592	\$34 200	\$0
Investment income	\$4 500	\$4 500	\$2 651
Gifts and donations	\$15 000	\$15 000	\$23 541
Rental of facilities	\$10 000	\$10 000	\$12 586
Fundraising	\$180 000	\$180 000	\$139 099
Gains on disposal of capital assets		\$0	\$0
Other revenue	\$13 500	\$13 500	\$38 027
<b>TOTAL REVENUES</b>	\$9 647 705	\$9 511 673	\$9 472 376
<b>EXPENSES</b>			
Instruction - Early Childhood Services	\$571 008	\$693 348	\$741 307
Instruction - Grades 1-12	\$5 961 612	\$5 827 487	\$5 779 215
Plant operations & maintenance	\$1 840 032	\$1 688 938	\$1 523 773
Transportation	\$1 113 745	\$1 149 165	\$1 103 384
Administration	\$509 682	\$508 773	\$470 761
External Services		\$0	\$0
<b>TOTAL EXPENSES</b>	\$9 996 079	\$9 867 711	\$9 618 440
<b>ANNUAL SURPLUS (DEFICIT)</b>	(\$348 374)	(\$356 038)	(\$146 064)

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

	Approved Budget 2017/2018	Fall Budget Update 2016/2017	Actual 2015/2016
<b>EXPENSES</b>			
Certificated salaries	\$3 643 230	\$3 800 815	\$3 834 913
Certificated benefits	\$859 456	\$878 347	\$923 962
Non-certificated salaries and wages	\$1 334 632	\$1 353 033	\$1 406 403
Non-certificated benefits	\$245 620	\$247 560	\$274 339
Services, contracts, and supplies	\$3 212 270	\$2 884 285	\$2 501 943
<b>Capital and debt services</b>			
Amortization of capital assets			
Supported	\$630 183	\$630 183	\$604 647
Unsupported	\$68 488	\$71 288	\$71 182
Interest on capital debt			
Supported		\$0	\$0
Unsupported		\$0	\$0
Other interest and finance charges	\$2 200	\$2 200	\$1 051
Losses on disposal of capital assets		\$0	\$0
Other expenses		\$0	\$0
<b>TOTAL EXPENSES</b>	\$9 996 079	\$9 867 711	\$9 618 440

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

	Approved Budget 2017/2018	Fall Budget Update 2016/2017	Actual 2015/2016
<b>FEEES</b>			
<b>TRANSPORTATION</b>	\$3 850	\$0	\$0
<b>BASIC INSTRUCTION SUPPLIES (Instructional supplies, &amp; materials)</b>	\$0	\$6 160	\$7 024
<b>LUNCHROOM SUPERVISION &amp; ACTIVITY FEES</b>	\$0	\$0	\$0
<b>FEES TO ENHANCE BASIC INSTRUCTION</b>			
Technology user fees	\$0	\$0	\$0
Alternative program fees	\$7 825	\$0	\$0
Fees for optional courses	\$2 080	\$0	\$0
Students from other boards			\$0
Tuition from inelligible students			\$0
ECS enhanced program fees	\$0	\$0	\$66 231
<b>ACTIVITY FEES</b>	\$30 770	\$75 000	\$6 996
Other fees to enhance education	\$0		
Other enhancement fees		\$0	\$0
Other enhancement fees		\$0	\$0
Other enhancement fees		\$0	\$0
Other enhancement fees		\$0	\$0
Other enhancement fees		\$0	\$0
<b>NON-CURRICULAR FEES</b>			
Extra-curricular fees	\$45 603	\$65 000	\$136 357
Non-curricular supplies, materials, and services	\$1 040	\$0	\$0
<b>NON-CURRICULAR TRAVEL</b>	\$9 040	\$0	
<b>OTHER FEES</b>	\$0		
Other non-curricular fees		\$0	\$0
Other non-curricular fees		\$0	\$0
Other non-curricular fees		\$0	\$0
Other non-curricular fees		\$0	
Other non-curricular fees		\$0	
<b>TOTAL FEES</b>	\$100 208	\$146 160	\$216 608

\*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 2017/2018	Fall Budget Update 2016/2017	Actual 2015/2016
Cafeteria sales, hot lunch, milk programs	\$30 000	\$65 000	\$0
Special events	\$5 000	\$25 000	\$0
Sales or rentals of other supplies/services	\$4 792	\$16 185	\$0
Out of district student revenue	\$0	\$0	
International and out of province student revenue	\$0	\$0	
Student travel (international, recognition trips, non-curricular)			\$0
Adult education revenue	\$0	\$0	\$0
Preschool	\$39 800	\$34 200	
Child care & before and after school care	\$0	\$0	\$0
Lost item replacement fees	\$0	\$0	
Other (describe)		\$0	\$0
Other (describe)	\$0	\$0	\$0
Other (describe)	\$0	\$0	\$0
Other (describe)	\$0	\$0	
Other (describe)	\$0	\$0	
<b>TOTAL</b>	\$79 592	\$140 385	\$0

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

(A)	(B)	(C)	(D)	(E)	(F)
FEES	Explanation of Other Costs (Column "(C)")	Other Costs (Explain under (B))* 2017/2018	Transportation Component 2017/2018	Supplies & Materials** 2017/2018	Total 2017/2018
TRANSPORTATION		\$0	\$3 850	\$0	\$3 850
LUNCH SUPERVISION & ACTIVITY		\$0	\$0	\$0	\$0
FEES TO ENHANCE BASIC INSTRUCTION					
Technology user fees		\$0	\$0	\$0	\$0
Alternative program fees	cultural component, presentations, materials, etc	\$0	\$0	\$7 825	\$7 825
Fees for optional courses	Instruments, materials,	\$0	\$0	\$2 080	\$2 080
ECS enhanced program fees		\$0	\$0	\$0	\$0
ACTIVITY FEES		\$0	\$0	\$30 770	\$30 770
Other fees to enhance education	field trips, swimming,	\$0	\$0	\$0	\$0
NON-CURRICULAR FEES					
Extra-curricular fees	equipment, rental of facility, tournament registration, travel	\$11 400	\$30 203	\$4 000	\$45 603
Non-curricular supplies, materials, and services	agendas, refundable caution fees (pads, laptops)		\$0	\$1 040	\$1 040
NON-CURRICULAR TRAVEL	leadership weekends, camps, art/drama	\$0	\$9 040	\$0	\$9 040
OTHER FEES***					
		\$0	\$0	\$0	\$0
		\$0	\$0	\$0	\$0
		\$0	\$0	\$0	\$0
		\$0	\$0	\$0	\$0
		\$11 400	\$43 093	\$45 715	\$100 208
	<b>TOTAL FEES</b>				
	Instructional Supplies & Materials (Describe)				

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

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

\*\*\*\*Where possible, use predefined categories as described on Pages 14 & 15 of the Budget Guidelines 2017/2018.

**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, 2016</b>	\$1 145 033	\$470 435	\$0	\$576 598	\$281 035	\$295 563	\$98 000
<b>2016/2017 Estimated impact to AOS for:</b>							
Prior period adjustment	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Estimated surplus/(deficit)	(\$356 039)			(\$356 039)	(\$356 039)		
Estimated board funded capital asset additions		\$0		\$0	\$0	\$0	\$0
Estimated disposal of unsupported tangible capital assets		\$0		\$0	\$0	\$0	\$0
Estimated amortization of capital assets (expense)		(\$675 829)		\$675 829	\$675 829		
Estimated capital revenue recognized - Alberta Education		\$630 183		(\$630 183)	(\$630 183)		
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)				\$0	\$0		
Estimated assumptions/transfers of operations (explain)				\$0	\$75 004	(\$75 004)	\$0
<b>Estimated Balances for August 31, 2017</b>	<b>\$788 994</b>	<b>\$424 789</b>	<b>\$0</b>	<b>\$266 205</b>	<b>\$45 646</b>	<b>\$220 559</b>	<b>\$98 000</b>
<b>2017/2018 Budget projections for:</b>							
Budgeted surplus/(deficit)	(\$348 374)			(\$348 374)	(\$348 374)		
Projected board funded capital asset additions		\$0		\$0	\$0	\$0	\$0
Budgeted disposal of unsupported tangible capital assets	\$0	\$0		\$0	\$0	\$0	\$0
Budgeted amortization of capital assets (expense)		(\$698 671)		\$698 671	\$698 671		
Budgeted capital revenue recognized - Alberta Education		\$630 183		(\$630 183)	(\$630 183)		
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	\$220 559	(\$220 559)	
<b>Projected Balances for August 31, 2018</b>	<b>\$440 620</b>	<b>\$356 301</b>	<b>\$0</b>	<b>(\$13 681)</b>	<b>(\$13 681)</b>	<b>\$0</b>	<b>\$98 000</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	
	31-Aug-2018	31-Aug-2019	31-Aug-2020	31-Aug-2019	31-Aug-2018	31-Aug-2020
Projected opening balance	\$45,646	(\$13,681)	(\$13,681)	\$220,559	\$88,000	\$98,000
Projected excess of revenues over expenses (surplus only)	\$0	\$0	\$0			
Explanation - add'l space on AOS3 / AOS4						
Budgeted disposal of unsupported tangible capital assets	\$0	\$0	\$0		\$0	\$0
Explanation - add'l space on AOS3 / AOS4						
Budgeted amortization of capital assets (expense)	\$698,671	\$0	\$0		\$0	\$0
Explanation - add'l space on AOS3 / AOS4						
Budgeted capital revenue recognized	(\$830,183)	\$0	\$0		\$0	\$0
Explanation - add'l space on AOS3 / AOS4						
Budgeted changes in Endowments	\$0	\$0	\$0		\$0	\$0
Explanation - add'l space on AOS3 / AOS4						
Budgeted unsupported debt principal repayment	\$0	\$0	\$0		\$0	\$0
Explanation - add'l space on AOS3 / AOS4						
Projected reserves transfers (net)	\$220,559	\$0	\$0	(\$220,559)	\$0	\$0
Explanation - add'l space on AOS3 / AOS4						
Projected assumptions/transfers of operations	\$0	\$0	\$0		\$0	\$0
Explanation - add'l space on AOS3 / AOS4						
Increase in (use of) school generated funds	\$0	\$0	\$0		\$0	\$0
Explanation - add'l space on AOS3 / AOS4						
New school start-up costs	\$0	\$0	\$0		\$0	\$0
Explanation - add'l space on AOS3 / AOS4						
Decentralized school reserves	\$0	\$0	\$0		\$0	\$0
Explanation - add'l space on AOS3 / AOS4						
Non-recurring non-certificated remuneration	\$0	\$0	\$0		\$0	\$0
Explanation - add'l space on AOS3 / AOS4						
Non-recurring contracts, supplies & services	\$0	\$0	\$0		\$0	\$0
Explanation - add'l space on AOS3 / AOS4						
Professional development, training & support	\$0	\$0	\$0		\$0	\$0
Explanation - add'l space on AOS3 / AOS4						
Salary negotiation expenses	\$0	\$0	\$0		\$0	\$0
Explanation - add'l space on AOS3 / AOS4						
Full-day kindergarten	\$0	\$0	\$0		\$0	\$0
Explanation - add'l space on AOS3 / AOS4						
English language learners	\$0	\$0	\$0		\$0	\$0
Explanation - add'l space on AOS3 / AOS4						
First nations, Metis, Inuit	\$0	\$0	\$0		\$0	\$0
Explanation - add'l space on AOS3 / AOS4						
OH&S / wellness programs	\$0	\$0	\$0		\$0	\$0
Explanation - add'l space on AOS3 / AOS4						
B & S administration organization / reorganization	\$0	\$0	\$0		\$0	\$0
Explanation - add'l space on AOS3 / AOS4						
Debt repayment	\$0	\$0	\$0		\$0	\$0
Explanation - add'l space on AOS3 / AOS4						
Fort McMurray wild fire related costs (unfunded)	\$0	\$0	\$0		\$0	\$0
Explanation - add'l space on AOS3 / AOS4						
Non-salary related programming costs (explain)	\$0	\$0	\$0		\$0	\$0
Explanation - add'l space on AOS3 / AOS4						
Repairs & maintenance - School building & land	\$0	\$0	\$0		\$0	\$0
Explanation - add'l space on AOS3 / AOS4						
Repairs & maintenance - Technology	\$0	\$0	\$0		\$0	\$0
Explanation - add'l space on AOS3 / AOS4						
Repairs & maintenance - Vehicle & transportation	\$0	\$0	\$0		\$0	\$0
Explanation - add'l space on AOS3 / AOS4						
Repairs & maintenance - Administration building	\$0	\$0	\$0		\$0	\$0
Explanation - add'l space on AOS3 / AOS4						
Repairs & maintenance - POM building & equipment	\$0	\$0	\$0		\$0	\$0
Explanation - add'l space on AOS3 / AOS4						
Repairs & maintenance - Other (explain)	(\$19,112)	\$0	\$0		\$0	\$0
Explanation - add'l space on AOS3 / AOS4						
Capital costs - School land & building	\$0	\$0	\$0		\$0	\$0
Explanation - add'l space on AOS3 / AOS4						
Capital costs - School modernization	\$0	\$0	\$0		\$0	\$0
Explanation - add'l space on AOS3 / AOS4						
Capital costs - School modular & additions	\$0	\$0	\$0		\$0	\$0
Explanation - add'l space on AOS3 / AOS4						
Capital costs - School building partnership projects	\$0	\$0	\$0		\$0	\$0
Explanation - add'l space on AOS3 / AOS4						
Capital costs - Technology	\$0	\$0	\$0		\$0	\$0
Explanation - add'l space on AOS3 / AOS4						
Capital costs - Vehicle & transportation	\$0	\$0	\$0		\$0	\$0
Explanation - add'l space on AOS3 / AOS4						
Capital costs - Administration building	\$0	\$0	\$0		\$0	\$0
Explanation - add'l space on AOS3 / AOS4						
Capital costs - POM building & equipment	\$0	\$0	\$0		\$0	\$0
Explanation - add'l space on AOS3 / AOS4						
Capital costs - Other	\$0	\$0	\$0		\$0	\$0
Explanation - add'l space on AOS3 / AOS4						
Building leases	\$0	\$0	\$0		\$0	\$0
Explanation - add'l space on AOS3 / AOS4						
Transportation contracts	(\$328,952)	\$0	\$0		\$0	\$0
Explanation - add'l space on AOS3 / AOS4						
Other 2 - please use this row only if no other row is appropriate	\$0	\$0	\$0		\$0	\$0
Explanation - add'l space on AOS3 / AOS4						
Other 3 - please use this row only if no other row is appropriate	\$0	\$0	\$0		\$0	\$0
Explanation - add'l space on AOS3 / AOS4						
Other 4 - please use this row only if no other row is appropriate	\$0	\$0	\$0		\$0	\$0
Explanation - add'l space on AOS3 / AOS4						
<b>Estimated closing balance for operating contingency</b>	<b>(\$13,681)</b>	<b>(\$13,681)</b>	<b>(\$13,681)</b>	<b>\$0</b>	<b>\$88,000</b>	<b>\$98,000</b>

Total surplus as a percentage of 2018 Expenses 0.84%  
ASO as a percentage of 2018 Expenses -0.14%

**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 2016/2017, 2017/2018, 2018/2019, and 2019/2020 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, 2020. 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:**

**2016/2017**

Provide an explanation of material changes from the fall budget update originally submitted in November, 2016 for annual operating surplus (deficit), capital acquisitions, endowments, and/or other changes affecting unrestricted surplus, operating reserves, and capital reserves.

-no material changes expected

**2017/2018**

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



**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 2016/2017, 2017/2018, 2018/2019, and 2019/2020 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, 2020. 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**

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

**2019/2020**

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

**August 31, 2020**

Describe the jurisdiction's intended use of unrestricted surplus, operating reserves, and capital reserves balances expected as at August 31, 2020.

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

	<b>Budgeted 2017/2018 (Note 2)</b>	<b>Actual 2016/2017</b>	<b>Actual 2015/2016</b>	<b>Notes</b>
<b>GRADES 1 TO 12</b>				
<b>Eligible Funded Students:</b>				
Grades 1 to 9	309	296	321	Head count
Grades 10 to 12	38	40	48	Note 3
<b>Total</b>	<b>347</b>	<b>336</b>	<b>369</b>	Grades 1-12 students eligible for base instruction funding from Alberta Education.
Percentage Change	3,3%	-8,9%		
<b>Other Students:</b>				
Total			-	Note 4
<b>Total Net Enrolled Students</b>	<b>347</b>	<b>336</b>	<b>369</b>	
<b>Home Ed and Blended Program Students</b>			-	Note 5
<b>Total Enrolled Students, Grades 1-12</b>	<b>347</b>	<b>336</b>	<b>369</b>	
Percentage Change	3,3%	-8,9%		
<b>Of the Eligible Funded Students:</b>				
Students with Severe Disabilities	5	5	6	FTE of students with severe disabilities as reported by the board via PASI.
Students with Mild/Moderate Disabilities	25	21	29	FTE of students identified with mild/moderate disabilities as reported by the board via PASI.

**EARLY CHILDHOOD SERVICES (ECS)**

<b>Eligible Funded Children</b>	61	107	115	ECS children eligible for ECS base instruction funding from Alberta Education.
<b>Other Children</b>	16	17	-	ECS children not eligible for ECS base instruction funding from Alberta Education.
<b>Total Enrolled Children - ECS</b>	<b>77</b>	<b>124</b>	<b>115</b>	
<b>Program Hours</b>	922	922	922	Minimum: 475 Hours
<b>FTE Ratio</b>	0,971	0,971	0,971	Actual hours divided by 950
<b>FTE's Enrolled, ECS</b>	<b>75</b>	<b>120</b>	<b>112</b>	
Percentage Change	-37,9%	7,8%		
<b>Of the Eligible Funded Children:</b>				
Students with Severe Disabilities	2	7	6	FTE of students with severe disabilities as reported by the board via PASI.
Students with Mild/Moderate Disabilities	3	6	6	FTE of students identified with mild/moderate disabilities as reported by the board via PASI.

**NOTES:**

- 1) Enrolment is to be completed WHEREVER APPLICABLE and are 'as at September 30th' for each year.
- 2) Budgeted enrolment is to be based on best information available at time of the 2016/2017 budget report preparation.
- 3) The # of FTE grade 10-12 students is determined by taking the total # of students' credits / 35; where 35 CEU's = 1 FTE.
- 4) 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.
- 5) 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 2017/2018	Actual 2016/2017	Fall Budget 2016/2017	Actual 2015/2016	Notes
<b>CERTIFICATED STAFF</b>					
School Based	35.3	35.3	35.2	35.1	Teacher certification required for performing functions at the school level.
Non-School Based	2.0	2.0	2.0	1.0	Teacher certification required for performing functions at the system/central office level.
<b>Total Certificated Staff FTE</b>	<b>37.3</b>	<b>37.3</b>	<b>40.2</b>	<b>40.1</b>	<b>FTE for personnel possessing a valid Alberta teaching certificate or equivalency.</b>
Percentage change from prior period	0.0%	-7.0%	-7.1%	0.1%	
If an average standard cost is used, please disclose rate: Student F.T.E. per certificated Staff <input type="text" value="12.0"/>					
Certificated Staffing Change due to: Please Allocate					
		(2.9)			
Enrolment Change		(1.4)	0.0		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		(1.5)	n/a		Describe required positions were advertised but never filled.
Total Change		(2.9)	n/a		Year-over-year change in Certificated FTE
<b>Breakdown, where total change is Negative:</b>					
Continuous contracts terminated	-	-	n/a		FTEs
Non-permanent contracts not being renewed	-	(2.9)	n/a		FTEs
Other (retirement, attrition, etc.)	-	-	n/a		Description (required)
Total Negative Change in Certificated FTEs	-	(2.9)	n/a		Breakdown required where year-over-year total change in Certificated FTE is negative only.
<b>NON-CERTIFICATED STAFF</b>					
Instructional	15.7	18.0	14.8	20.1	Personnel providing instruction support for schools under 'Instructor' program areas.
Plant Operations & Maintenance	4.0	3.8	3.0	3.9	Personnel providing support to maintain school facilities
Transportation	1.3	1.4	1.4	1.4	Personnel providing direct support to the transportation of students to and from school
Other	4.6	4.6	7.6	4.4	Personnel in Board & System Admin. and External service areas.
<b>Total Non-Certificated Staff FTE</b>	<b>25.6</b>	<b>27.9</b>	<b>26.9</b>	<b>29.8</b>	<b>FTE for personnel not possessing a valid Alberta teaching certificate or equivalency.</b>
Percentage Change	-8.2%	-6.4%	-4.7%	-9.8%	
<b>Explanation of Changes:</b> slight change in staffing due to decreased enrolment					
<b>Additional Information</b> Are non-certificated staff subject to a collective agreement? <input type="text" value="No"/> Please provide terms of contract for 2017/18 and future years for non-certificated staff subject to a collective agreement along with the number of qualifying staff FTE's.					

BOARD AND SYSTEM ADMINISTRATION	
2017/2018 EXPENSES UNDER (OVER) MAXIMUM LIMIT	
TOTAL EXPENSES (From "Total" column of Line 28 of Schedule of Program Operations)	\$9 996 079
Enter Number of Net Enrolled Students:	347
Enter Number of Funded (ECS) Children:	61
Enter "C" if Charter School	
<b>STEP 1</b>	
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%
<p>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%).</p>	
<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	\$539 788
<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)	
\$470 826	
2017/2018 MAXIMUM EXPENSE LIMIT (the greater of A or B above)	
\$539 788	
Actual Board & System Administration from G31 of "Budgeted Statement of Operations"	
\$509 682	
Amount Overspent	
\$0	

5,10%