

Medicine Hat Catholic Board of Education

2018-19 BUDGET



**1251 – 1st Avenue SW
Medicine Hat, Alberta T1A 8B4
Phone 403-527-2292
www.mhcbe.ab.ca**

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MEDICINE HAT CATHOLIC BOARD OF EDUCATION

BOARD OF TRUSTEES

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Mr. Greg MacPherson, Secretary-Treasurer

Mr. Chuck Hellman, Associate Superintendent

Mr. Hugh Lehr, Associate Superintendent

INSTRUCTIONAL TEACHER SUPPORT

Mrs. Jill Wilkinson, Religious Education Coordinator

Mrs. Terri Ball, Coordinator of Early Childhood Services

Be it resolved that the Board of Trustees for The Medicine Hat Catholic Board of Education approve the 2018-19 Budget as presented.

FOUNDATION STATEMENTS

In partnership with family, Church, and community, we provide Catholic Education of the highest quality to our students.

Our Vision

A Gospel-centered community committed to:

- *Learning Excellence*
- *Christian service*
- *Living Christ*

Our Motto

Showing the face of Christ to all.

Our Values

We believe that Catholic Education is a ministry that is at the heart of the Church. In our ministry we value and celebrate:

- *Teaching and living our Catholic faith*
- *Our Catholic traditions*
- *Our ability to offer a full range of educational programs for all students*
- *The uniqueness of each child (That each child is special)*

Our Principles of Practice

In our ministry we are called, always and everywhere, to:

- *Model Christ*
- *Prayer*
- *Service*
- *Strive for Excellence*
- *Build Community*

Our Schools work together for the benefit of the District

PROFILE

Medicine Hat Catholic Board of Education is a publicly funded school district with approximately 2620 students and children in nine schools. Medicine Hat is located in Southeastern Alberta and is known as a community of choice. Also known as the sunniest city in Canada, Medicine Hat offers a low cost of living, many amenities and is an ideal place to raise a family. Our School District ensures the integrity and enhancement of Catholic Education. We are a faith-based community that strives to inspire and prepare our students to pray, to learn, to work, to live fully and serve God in one another. Our schools are immersed in faith, offering Liturgies, Masses, and many Celebrations throughout the school year including "Faith Development Days" that enrich the lives of students, our parents and our staff.

Our Division offers quality Catholic education with a focus on Academic Achievement and Success for all Students. We serve the communities of Medicine Hat, Redcliff, Dunmore and surrounding areas.

Our schools operate as Professional Learning Communities through School Success Teams that promote Effective Schools in Safe and Caring environments. We offer strong core Academic Programming, diverse and inclusive Fine Arts programming, French Immersion, Comprehensive Co-curricular Programming and Academy Programming in Fine Arts and Sports.

Demographics

- Enrolment 2620 students and children ECS - 12
- 136.1 Full Time Equivalent Certified Teachers;
- 149.6 Full Time Equivalent Support Staff
- 9 Schools
 - 4 Elementary Schools K – 6
 - 1 Elementary School K – 5
 - 1 French Immersion dual track Elementary School K – 6
 - 1 Middle School 7 – 9 Fine Arts Academy/English & French Immersion Dual Track
 - 1 Middle School 6 – 9 Sports Academy
 - 1 High School 10 – 12 English & French Immersion Dual Track
- 94 of our students study English as a Second Language (ESL)
- 100 FNMI student population

GENERAL COMMENTS

The 2018-19 Budget has been developed within the guidelines of the *Funding Manual for School Authorities* provided by Alberta Education. The *Funding Manual* provides school boards with the flexibility to spend on student needs and local priorities. The funding framework also requires that the school board is accountable for how funds are spent and to ensure outcomes are achieved with continuous improvement over time. The *Funding Manual* funds boards not only on a per student basis, but on specific profiles. In addition, the District's *Three-year Education Plan* and Strategic Priorities were used to prioritize spending. Alberta Education's Budget Guide was used for specific reporting requirements.

The *Combined Annual Education Results Report (AERR)* and *Three-year Education Plan* for 2017-2020 may be found at <http://www.mhcbe.ab.ca/view.php?action=documents&id=143>.

Class size survey results may be found at:

<http://www.mhcbe.ab.ca/view.php?action=documents&id=143>

BUDGET PROCESS

Each year the Business Services team, in conjunction with senior administration, prepares a draft budget outlining projected revenues and expenditures. The draft budget is based on the priorities of the division as set out in the *Three Year Education Plan* and the Board's Strategic Priorities. The Board of Trustees have opportunities at various times to provide input into the budget and develop assumptions both during board meetings and during certain strategic planning sessions. Elements of the draft budget were presented to the Division Leadership Team for discussion and input. The Division Leadership Team, in a consultative process, provides input for teaching and support staff required in each school site and operating expenditures required for the delivery of effective Catholic education. The Budget concepts were presented to the Trustees at various times for input.

It is then the task of senior administration to produce a budget that is presented to the Board of Trustees for approval. Budget highlights can be found on the website at www.mhcbe.ab.ca. In November of the year, an updated budget will then be presented to the board for approval based on the updated and significant changes which have occurred since the original presentation. Discussions were held with the division leadership team and the board to ensure priorities are filled.

This is the 2018-19 Budget of the Board based on the known information coming from enrolments, staffing and prior year carry-forwards amounts. It is not a renewed budget but an update based on the known factors with certain adjustments based on the realities.

STRATEGIC PRIORITIES

The following Strategic Priorities have been approved by the Board of Trustees for the Medicine Hat Catholic Board of Education for 2017-18.

Continuous improvement is an expectation within our schools. Planning and reporting processes at the school level are essential for focusing efforts to improve the quality of education provided to students. Each year schools complete an annual plan. School plans focus on the strategic priorities of the Division and align with the Provincial Annual Education Results Report.

Medicine Hat Catholic Board of Education held a series of Strategic Planning sessions. The Strategic Planning sessions provided an opportunity for stakeholders to review the vision, mission, values, and to articulate the strategic priorities for the division. Representatives from stakeholder groups included trustees, senior administration, central office staff, and school based administration, teachers and parents. Based on the responses, the stakeholder groups brainstormed possible themes. The information collected was used to develop Division Strategic Priorities. The Strategic Priorities are the focus for the MHCBE 3 year plan (2017-2020) and for School Based Annual Plans for the 2017-2018 school year.

2017-2018 Strategic Priorities

For the 2017-2018 school year we have agreed upon 5 priorities which will include *Catholic identity* plus 4 more. In addition we have determined a few areas that will be *Senior Admin Directed Goals and Actions Carried Forward*.

Division Priorities 2017-2018

- *To enhance our Catholic identity*
- *To enhance student learning through actions that reflect the values of inclusive education.*
- *To develop a Literacy and Numeracy initiative to ensure every student is successful.*
- *To develop a vision for the use of technology to support student learning.*
- *To provide a continuum of support for the mental health and well-being of parents, students and staff.*

Senior Admin Goals

- *First Nations Metis and Inuit*
- *Alberta Education Quality Standards*
- *Instructional Leadership*
- *Professional Development*

Carry Forward Actions

- *Fostering the Catholic Spirit of Athletics*
- *To enhance and foster a love of the Fine arts.*
- *Early learning, day care, preschool, kindergarten etc.*

These strategic priorities were used by management in conjunction with the three-year plan to assist in funding decisions.

Accountability Pillar Results continue to indicate strong results. The Accountability Pillar ensures all school jurisdictions are measuring success in the same way. Our school district has done exceptionally well and we have a lot to celebrate. Medicine Hat Catholic Schools continue to excel on the Alberta Education accountability pillars. Students are achieving well above the provincial average in 11 of 16 categories, outperforming their provincial counterparts. Our Grade 6 & 9 students average 10.6% higher than the province on meeting the acceptable standards in all Provincial Achievement Exams and our High School Completion Rate has improved the last 3 years and is more than 7% higher than the province. These results show the high quality of education in our Catholic Schools and the commitment of staff and parents in ensuring students are safe, engaged and successful.

Medicine Hat Catholic Board of Education continues to provide excellent Catholic education in partnership with Family, Church & Community. We are continuing to work together in partnership to find ways to support and sustain our programs throughout the Division. We continue to be innovative in striving to become more effective and efficient. Supporting student with needs in an inclusive education model will continue to be a Division goal in order to achieve success for all students.

The Medicine Hat Board of Trustees is committed to strategic planning as a systematic process for developing a long term vision that engages stakeholders in meeting the needs of all students who attend the Medicine Hat Catholic School Division.

Medicine Hat Catholic Board of Education

STRATEGIC PRIORITIES **2017/2018**

1

To enhance our Catholic Identity;

2

To enhance student learning through actions that reflect the values of inclusive education;

3

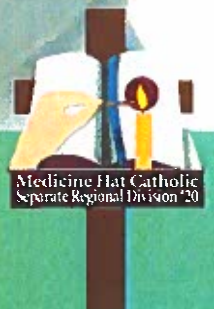
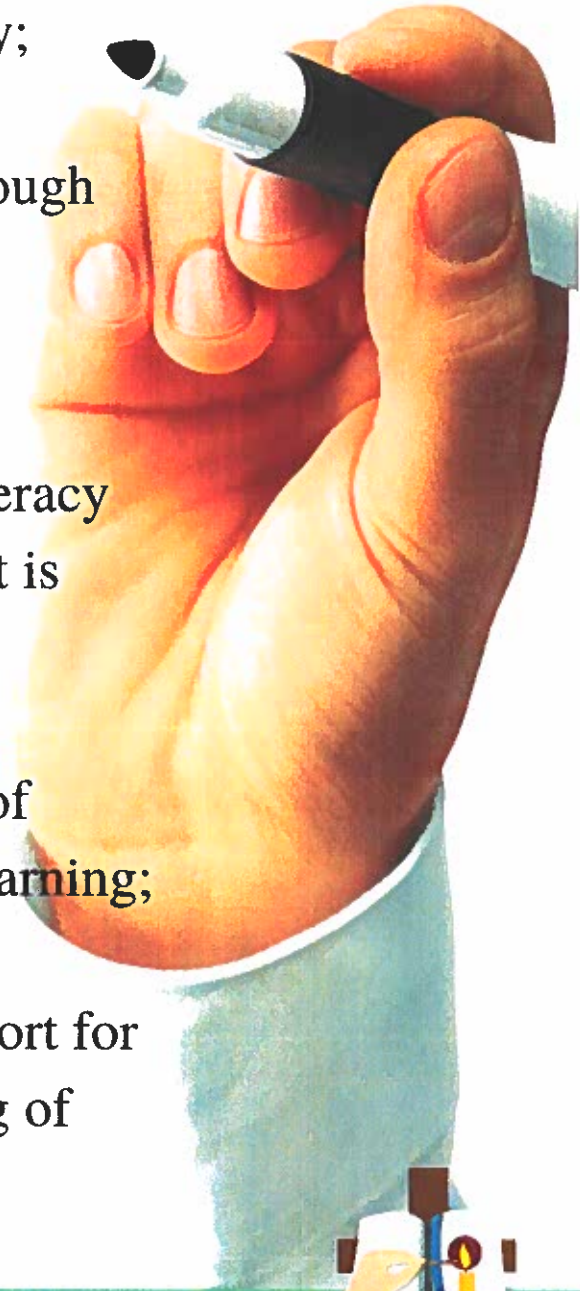
To develop a Literacy and Numeracy Initiative to ensure every student is successful;

4

To develop a vision for the use of technology to support student learning;

5

To provide a continuum of support for the mental health and well-being of parents, students and staff.



These Priorities will form the basis of the upcoming Annual Education Report & School Education Plans.

Accountability Pillar Overall Summary Annual Education Results Reports - Oct 2017 Authority: 4501 Medicine Hat Catholic Separate Regional Division No. 20

Measure Category	Measure	Medicine Hat CSRD No. 20			Alberta			Measure Evaluation		
		Current Result	Prev Year Result	Prev 3 Year Average	Current Result	Prev Year Result	Prev 3 Year Average	Achievement	Improvement	Overall
Safe and Caring Schools	Safe and Caring	89.4	90.2	91.0	89.5	89.5	89.3	Very High	Declined	Good
	Program of Studies	80.0	78.4	79.5	81.9	81.9	81.5	High	Maintained	Good
Student Learning Opportunities	Education Quality	91.9	91.0	92.1	90.1	90.1	89.6	Very High	Maintained	Excellent
	Drop Out Rate	1.0	1.2	0.9	3.0	3.2	3.3	Very High	Maintained	Excellent
	High School Completion Rate (3 yr)	85.4	88.3	86.7	77.9	76.5	76.1	Very High	Maintained	Excellent
Student Learning Achievement (Grades K-9)	PAT: Acceptable	84.0	84.6	85.2	73.4	73.6	73.2	High	Maintained	Good
	PAT: Excellence	18.7	20.1	19.7	19.5	19.4	18.8	Intermediate	Maintained	Acceptable
	Diploma: Acceptable	83.0	83.9	84.7	83.0	82.7	83.1	Intermediate	Maintained	Acceptable
	Diploma: Excellence	23.4	19.7	20.9	22.2	21.2	21.5	Very High	Maintained	Excellent
Student Learning Achievement (Grades 10-12)	Diploma Exam Participation Rate (4+ Exams)	57.0	56.5	58.0	54.9	54.6	53.1	High	Maintained	Good
	Rutherford Scholarship Eligibility Rate	70.6	67.1	67.1	62.3	60.8	60.8	n/a	Maintained	n/a
	Transition Rate (6 yr)	69.5	62.4	66.6	57.9	59.4	59.3	Very High	Maintained	Excellent
Preparation for Lifelong Learning, World of Work, Citizenship	Work Preparation	86.0	83.8	82.8	82.7	82.6	81.9	High	Maintained	Good
	Citizenship	84.1	85.2	86.2	83.7	83.9	83.6	Very High	Declined	Good
Parental Involvement	Parental Involvement	80.6	83.6	83.4	81.2	80.9	80.7	High	Maintained	Good
Continuous Improvement	School Improvement	83.2	85.8	85.6	81.4	81.2	80.2	Very High	Declined	Good

- Notes:
1. Data values have been suppressed where the number of respondents/students is fewer than 6. Suppression is marked with an asterisk (*).
 2. Overall evaluations can only be calculated if both improvement and achievement evaluations are available.
 3. Results for the ACOL measures are available in the detailed report: see "ACOL Measures" in the Table of Contents.
 4. Survey results for the province and school authorities were impacted by the changes in the number of students responding to the survey through the introduction of the OurSCHOOL/TTFM (Tell Them From Me) survey in 2014.
 5. Aggregated PAT results are based upon a weighted average of percent meeting standards (Acceptable, Excellence). The weights are the number of students enrolled in each course. Courses included: English Language Arts (Grades 6, 9, 9 KAE), Français (Grades 6, 9), French Language Arts (Grades 6, 9), Mathematics (6, 9, 9 KAE), Science (Grades 6, 9, 9 KAE), Social Studies (Grades 6, 9, 9 KAE).
 6. Participation in Provincial Achievement Tests was impacted by the flooding in June 2013 (Grade 9 only) and by the fires in May to June 2016. Caution should be used when interpreting trends over time for the province and those school authorities affected by these events.
 7. Aggregated Diploma results are a weighted average of percent meeting standards (Acceptable, Excellence) on Diploma Examinations. The weights are the number of students writing the Diploma Examination for each course. Courses included: English Language Arts 30-1, English Language Arts 30-2, French Language Arts 30-1, Français 30-1, Mathematics 30-1, Mathematics 30-2, Chemistry 30, Physics 30, Social Studies 30-1, Social Studies 30-2.
 8. Caution should be used when interpreting evaluations and results over time for Mathematics 30-1/30-2, as equating was not in place until the 2016/17 school year. Alberta Education does not comment on province wide trends until it has five years of equated examination data.
 9. Participation in Diploma Examinations was impacted by the flooding in June 2013 and by the fires in May to June 2016. Caution should be used when interpreting trends over time for the province and those school authorities affected by these events.
 10. Weighting of school-awarded marks in diploma courses increased from 50% to 70% in the 2015/2016 school year. Caution should be used when interpreting trends over time.
 11. Due to the change from previous data source systems to Provincial Approach to Student Information (PASI), Rutherford Scholarship Eligibility Rate results prior to 2015 are not available.

Jurisdiction Summary

CORE SUBJECTS ONLY

Jurisdiction:

Medicine Hat Roman Catholic Separate School District No. 21 [A.4501]

Number of Schools Reported:

9

Total Number of Schools:

9

	K to 3			4 to 6			7 to 9			10 to 12		
	2015/16	2016/17	2017/18	2015/16	2016/17	2017/18	2015/16	2016/17	2017/18	2015/16	2016/17	2017/18
Monsignor McCoy High School										27.4	26.0	22.6
Mother Teresa School	20.2	21.3	20.9	21.0	20.7	21.2						
Notre Dame Academy				20.5	21.3	23.5	22.7	24.6	23.5			
St. Francis Xavier School	16.3	18.9	22.5	18.0	19.3	20.5						
St. Louis School	17.6	19.7	15.3	17.5	17.3	24.0						
St. Mary's School							24.4	19.7	21.9			
St. Michael's School	18.0	16.2	21.0	21.0	21.3	24.0						
St. Patrick's School	19.6	22.5	24.0	22.2	21.3	22.8						
St. Thomas Aquinas School	18.7	15.1	18.6	22.0	16.9	20.5						
Total for Jurisdiction 4501	18.8	19.3	21.2	20.7	20.1	22.5	23.6	21.6	22.6	27.4	26.0	22.6

Note:

3/4 combined classes are included in the Gr. 4 to 6 average
 6/7 combined classes are included in the Gr. 7 to 9 average
 9/10 combined classes are included in the Gr. 10 to 12 average
 Special Education classes are included
 Team taught classes are reflected as an instructional PTR size (i.e., a class of 50 with two teachers would be reported as two classes of 25).
 Colony/Hutterite schools have been excluded
 Outreach/alternative schools have been excluded
 Virtual/Home Ed/Distance Ed programs have been excluded
 Core Classes: Math, Language Arts, Sciences, Social Studies, Special Education

Jurisdiction Summary

ALL SUBJECTS

Jurisdiction:

Medicine Hat Roman Catholic Separate School District No. 21 [A.4501]

Number of Schools Reported:

9

Total Number of Schools:

9

	K to 3			4 to 6			7 to 9			10 to 12		
	2015/16	2016/17	2017/18	2015/16	2016/17	2017/18	2015/16	2016/17	2017/18	2015/16	2016/17	2017/18
Monsignor McCoy High School										24.8	24.2	21.8
Mother Teresa School	20.2	21.4	21.1	21.0	20.6	23.5						
Notre Dame Academy				20.2	21.1	23.1	22.1	23.4	22.9			
St. Francis Xavier School	16.5	20.4	22.5	18.0	19.3	20.5						
St. Louis School	18.4	19.6	15.5	17.5	18.8	24.0						
St. Mary's School							23.8	21.6	23.0			
St. Michael's School	18.4	16.1	23.2	20.0	21.1	25.1						
St. Patrick's School	19.5	22.2	24.9	22.2	21.3	22.8						
St. Thomas Aquinas School	18.7	15.1	21.0	22.0	18.9	20.3						
Total for Jurisdiction 4501	19.0	19.6	22.1	20.5	20.5	23.0	23.1	22.2	23.0	24.8	24.2	21.8

Note: 3/4 combined classes are included in the Gr. 4 to 6 average
6/7 combined classes are included in the Gr. 7 to 9 average
9/10 combined classes are included in the Gr. 10 to 12 average
Special Education classes are included
Team taught classes are reflected as an instructional PTR size (i.e., a class of 50 with two teachers would be reported as two classes of 25).
Colony/Hutterite schools have been excluded
Outreach/alternative schools have been excluded
Virtual/Home Ed/Distance Ed programs have been excluded
Core Classes: Math, Language Arts, Sciences, Social Studies, Special Education

**Medicine Hat Catholic Board of Education
2018-19 Budget Summary**

2018-19 BUDGET

Revenue	2017-18 Fall					
	2018-19 Budget	Percent of Revenue	Budget Update	Percent of Revenue	Variance	Percent Change
Base Funding	\$ 17,930,021	55.3%	\$ 17,484,657	54.3%	\$ 445,364	2.5%
Differential Funding	\$ 8,583,617	26.5%	\$ 8,677,902	26.9%	\$ (94,285)	-1.1%
Provincial Support Funding	\$ 184,226	0.6%	\$ 298,609	0.9%	\$ (114,383)	-38.3%
Targeted Funding	\$ 2,425,092	7.5%	\$ 2,466,459	7.7%	\$ (41,367)	-1.7%
Federal French Immersion	\$ -	0.0%	\$ 74,000	0.2%	\$ (74,000)	-100.0%
Other Alberta Government	\$ 278,678	0.9%	\$ 287,232	0.9%	\$ (8,554)	-3.0%
Instructional Resource Fees	\$ 470,412	1.4%	\$ 538,823	1.7%	\$ (68,411)	-12.7%
Other Sales and Services	\$ 832,332	2.6%	\$ 826,988	2.6%	\$ 5,344	0.6%
Investment Income	\$ 35,000	0.1%	\$ 25,000	0.1%	\$ 10,000	40.0%
Gifts and Donations	\$ 120,933	0.4%	\$ 125,933	0.4%	\$ (5,000)	-4.0%
Endraising	\$ 112,719	0.3%	\$ 112,719	0.3%	\$ -	0.0%
Rentals of Facilities	\$ 17,640	0.1%	\$ 17,640	0.1%	\$ -	0.0%
Other School Authorities	\$ 69,000	0.2%	\$ 138,000	0.4%	\$ (69,000)	0.0%
Amortization of Capital Assets - Supported	\$ 1,375,427	4.2%	\$ 1,123,566	3.5%	\$ 251,861	22.4%
Other Revenue	\$ 13,000	0.0%	\$ 13,000	0.0%	\$ -	0.0%
Total Revenue	\$ 32,448,096	100.0%	\$ 32,210,527	100.0%	\$ 237,569	0.7%

Expenditures	2017-18 Fall					
	2018-19 Budget	Percent of Expenditure	Budget Update	Percent of Expenditure	Variance	Percent Change
Administration	\$ 1,702,728	5.2%	\$ 1,642,632	5.0%	\$ 60,095	3.7%
Instructional Pool	\$ 192,322	0.6%	\$ 205,749	0.6%	\$ (13,427)	-6.5%
Religious Education	\$ 262,810	0.8%	\$ 213,830	0.7%	\$ 48,980	22.9%
Instructional Staff Pool - Cert	\$ 15,120,226	46.5%	\$ 14,928,049	45.6%	\$ 192,177	1.3%
Instructional Staff Pool - Uncert	\$ 926,088	2.8%	\$ 947,773	2.9%	\$ (21,684)	-2.3%
School Based Budgets	\$ 1,339,526	4.1%	\$ 1,772,460	5.4%	\$ (432,934)	-24.4%
School Generated Funds	\$ 945,693	2.9%	\$ 1,161,533	3.5%	\$ (215,840)	-18.6%
Student Services	\$ 5,559,387	17.1%	\$ 5,646,449	17.2%	\$ (87,062)	-1.5%
Technology Support	\$ 636,631	2.0%	\$ 661,734	2.0%	\$ (25,103)	-3.8%
Plant Operations & Maintenance	\$ 2,514,947	7.7%	\$ 2,466,715	7.5%	\$ 48,232	2.0%
Capital Expenditures and Financing	\$ 2,074,243	6.4%	\$ 1,952,965	6.0%	\$ 121,278	6.2%
Transportation	\$ 1,233,229	3.8%	\$ 1,136,048	3.5%	\$ 97,181	8.6%
TOTAL ALLOCATIONS	\$ 32,507,831	100.0%	\$ 32,735,939	-0.7%	\$ (228,107)	-0.7%
Annual Surplus (Deficit)	\$ (59,735)		\$ (525,412)		\$ (465,676)	

Medicine Hat Catholic Board of Education
Summary of Net Assets and Reserve Budget
2018-19 Budget Summary

	2018-19				2018-19	Change in
	Opening	Transfers In	Transfers Out	Closing	Balance	Balance
	Balance			Balance		
Unrestricted Net Assets						
Unrestricted						
2018-19 Revenue over Expenses	(59,735)	-	59,735	192,284		288,429
Unsupported Amortization from Investment in Capital Assets	304,796	304,796	-			
Transfer Portion of Amortization to Capital Assets	-	-	-			
Transfer to Capital Reserve - Child Care Modular Capital Reserve	(6,500)	6,500	-			
Transfer to Capital Reserve - Amortization of Capital Assets	-	-	-			
School Generated Fund Balances	-	-	9,000			
International Student Surplus - Restricted	(9,000)					
School and Department use of Restricted Reserve	58,869	58,869				
Restricted Reserves						
Working Capital (5-days = \$655,463)	-	-	-			
Department Reserves						
School Based	128,042		58,869	69,173		
School Generated Funds	584,746		-	584,746		
International Student Program	6,100	9,000	-	15,100		
Band	39,121		-	39,121		
O&M Equipment	55,416		-	55,416		
Total Operating Reserves	813,425	9,000	58,869	763,556		(49,869)
Total Accumulated Operating Surplus	717,280	372,665	134,104	955,841		238,560
Capital Reserves						
Child Care Modular	45,500	6,500	-	52,000		6,500
Amortization from Capital Assets	-	-	-	-		-
Total Net Assets (Not invested in Capital Assets)	762,780	379,165	134,104	1,007,841		245,060

**Medicine Hat Catholic Board of Education
2018-19 Budget
Board Approved Assumptions**

1. The budget shall have a surplus to have the unrestricted reserve have a \$200,000 balance for August 31, 2019;
 - a. Substantially met at \$192,284
2. Use of school developed enrollments based on registrations for determining enrollment;
 - a. Met and included
3. Creation of a school based Chaplain;
 - a. Met and included at \$30,000
4. Include only the financial impact from the ratified 2016-18 ATA collective agreement except for those required under legislation;
 - a. Met and Included
5. Assume no increases to staff covered under the support staff handbooks except for those required under legislation;
 - a. Met - CUPE 1% increase included
6. No increases to schools and departments except those based on enrolment adjustments or documented need;
 - a. \$24,000 for Religious Education Textbooks
 - b. \$25,000 for Nutrition program as funded
 - c. Transportation increase \$97,000 for Cameras and GPS plus Parent provided transportation required.
 - d. Administration increase of \$60,000 (net) based on specified personnel matters.
 - e. Capital expense increase of \$121,000 to find increased amortization expense from the modernization of Monsignor McCoy, Construction of École St. John Paul II School and IMR capitalization from 2017-18
 - f. POM increases overall by \$48,000 from CUPE staffing adjustments, Utility increases, Insurance increases and grounds contract increase
 - g. Early Education overall increase \$89,000 from opening new program at École St. John Paul II School as well as realignment of certain activities between PUF and Early Education plus increased needs and enrolment.

-
7. St. Thomas is closed except for those expenses needed for preservation;
 - a. Met
 8. St. John Paul II will be open. No additional funds to be provided for opening beyond those provided for under F&E budget. SGF and SBDM balances will be transferred from St. Thomas to provide for additional usage. Library staffing position transferred from St. Thomas to be increased to 0.50 FTE. Custodial staffing to be transferred from St. John Paul II will be adjusted to a 1.0 FTE;
 - a. Met
 9. ATA Staffing and Support Staff under the Support Staff handbook may be reduced to achieve the required balance;
 - a. Included were appropriate
 10. CIF staffing and expenditures eliminated
 - a. Not Met as CIF reinstated by the Minister
 11. Administration to assess potential spending savings; and,
 - a. Included – details in Budget Analysis
 12. Build in a \$150,000 ERIP budget for 2018-19
 - a. Met

**Medicine Hat Catholic Board of Education
2018-19 Budget
Analysis**

The 2018-19 Budget for Medicine Hat Catholic Board of Education shows a deficit for the year of \$60,000 and with the effects of the amortization will have a net increase to our accumulated operating reserves in the amount of \$245,000.

With regards to the budget methodology, the budget was prepared under Public Sector Accounting Standards ('PSAS') to allow for greater comparability to the year-end financial reporting.

This analysis examines the differences from the 2017-18 Fall Budget Update.

REVENUE

Base Grant - enrollment increase 64.0 FTE	445,000
PUF decrease - estimated based on known factors	(125,000)
English as a Second language - 94 students identified vs. 45	58,000
Plant Operations and Maintenance decline based on formula - Prior year enrolment	(94,000)
Small Board Administration decline in proportion to enrolment increase	(30,000)
Small School by Necessity Recognized 3 of 4 schools while offset by larger new school and growth	58,000
Inclusive Education Grant - growth	20,000
Socio-economic growth - growth	6,000
Equity of opportunity - growth	6,000
Transportation - growth	7,000
Reduction in Administration spending - growth	(1,000)
Reduction in LAPP allocation	(18,000)
IMR Revenue - projects being expenses	(95,000)
ATRF - reduction in pension costs and adjustment in staffing	(66,000)

Nutrition Program - expansion of program	25,000
French Expansion Grant ended	(74,000)
Mental Health Literacy - ended	(9,000)
Fees - activity levels	(9,000)
Bus Passes - elimination	(5,000)
Preschool - estimated activity levels	10,000
Investment Income - expected returns	10,000
Gifts and Donations - one time grant	(5,000)
Lease - CAPE moving	(69,000)
School Generated Funds - activity - fees	(60,000)
Amortization of Capital Allocations - New School, Modernization and IMR Activity	252,000

Total Revenue Impact

237,000

EXPENDITURES

Instructional Pool

International Student activity level	5,000
Classroom Improvement Fund - limited to staffing	(15,000)
Band Central Pool - activity	(3,000)

(13,000)

Instructional Staffing

Classroom Improvement Fund - all Staffing (3.55 FTE)- (net 0.89 FTE increase overall) - was in School Budget and Inst. Pool	385,000
ERIP	150,000
Certificated Savings (2.66 FTE)	(287,000)

TAPI Full Cost - the full \$500 from \$325 per FTE to account for the transfer to the union	23,000
Health Spending Account Utilization	10,000
Benefit Impacts	9,000
Maternity Leave Utilization	7,000
Sick Leave Utilization	41,000
ATRF Savings - Rates and staffing	(66,000)
Administration Lieu days and Allowances from Collective agreement and new VP	31,000
Average Teacher Cost Overall Savings	(111,000)
School Secretarial Costs - recognition of new positions and hour adjustments (net)	(41,000)
School Support for communications	19,000

170,000

Rel. Education

Faith Day - realized savings	(3,000)
Licensing - realized savings	(3,000)
Chaplain Position	30,000
New Textbooks - 4 & 5 Implementation	25,000

49,000

School Budgets

Sub. Saving - staffing levels	(2,000)
Librarian - SJPII allocation	13,000
Supplies - based on enrollment	6,000
Monsignor McCoy reduction of School Fee Top-up	(10,000)
Nutrition Program	25,000

CIF	(369,000)	
School Fees (Option utilization)	(3,000)	
Elimination of School Fee Transition	(11,000)	
Academy Fees - Expected realization	(2,000)	
Foreign Tuition - Centrally retained	(4,000)	
School Use of Reserves	(76,000)	
		(433,000)

School Generated Funds

SGF Fees based on Activities	(60,000)	
Estimated SGF Utilization will balance	(156,000)	
		(216,000)

Technology

Staffing - adjusted for new temporary model	(1,000)	
Ever-greening Plan of computers Increase from Prior Year - final year of 5 year plan	14,000	
Software Licensing - monitoring of actual licenses	(11,000)	
Vehicle and Internet Allowance for new staff	4,000	
District Internet fees to match new rates	(1,000)	
Hardware Maintenance - new model of chrome books and savings from a strengthen ever-greening plan	(30,000)	
		(25,000)

Learning Services

Required Savings in program	(50,000)	(50,000)
- 3.5 FTE Learning Assistants reduction		

- Certificated Staffing Top up in Facilitation, Testing and LLI
--

PUF

Reduction of 3.28 FTE and adjustment to Benefits Rates - based on estimated utilization	(77,000)
Reduction of Specialized supports based on estimated utilization	(27,000)
Other Administrative reductions	(21,000)
	(125,000)

Early Education

Certificated staffing central costs -	(6,000)
Subs for IPP writing - less need	(2,000)
Learning Assistants increase 3.54 for needs (11.32 from 7.78) - new program as well	107,000
OT assistant needed	21,000
Savings on Just Right implementation	(5,000)
Assorted overhead savings	(2,000)
Elimination of contingency	(24,000)
	89,000

Plant Operations and Maintenance

Custodial Collective Agreement Adjustment	10,000
Support for SJPII	27,000
CAPE Savings from closure	(69,000)
Utilities Increase from utilization plus SJPII and CAPE	48,000
Insurance - from realized costs	11,000
Repairs and Maintenance - seeing higher activities	6,000

Grounds Contract - actual contract amount	14,000
---	--------

47,000

Transportation

Contract increase	20,000
Savings from City Charter elimination	(20,000)
GPS and Camera Operationalize	30,000
Special Needs - as estimated	5,000
Special Needs parent provided transport	62,000

97,000

Board and System Administration

Money reserved for specific personnel matter	79,000
Savings on audit fees	(3,000)
Data Processing - modeling system	10,000
Legal Fees - estimated reduction of needs	(29,000)
Staff Recognition - meet expected rates	1,000
Contracted services - estimated reduction of need	(1,000)
Travel and Subsistence - increased to realized activities	12,000
Professional Development - match contracted amounts	6,000
Amortization - Photocopiers	3,000
Dues and Fees - Match actuals	1,000
New Furniture and Equipment	(6,000)
Monsignor McCoy Reopening Celebration - one time	(10,000)
Election - one-time	(3,000)

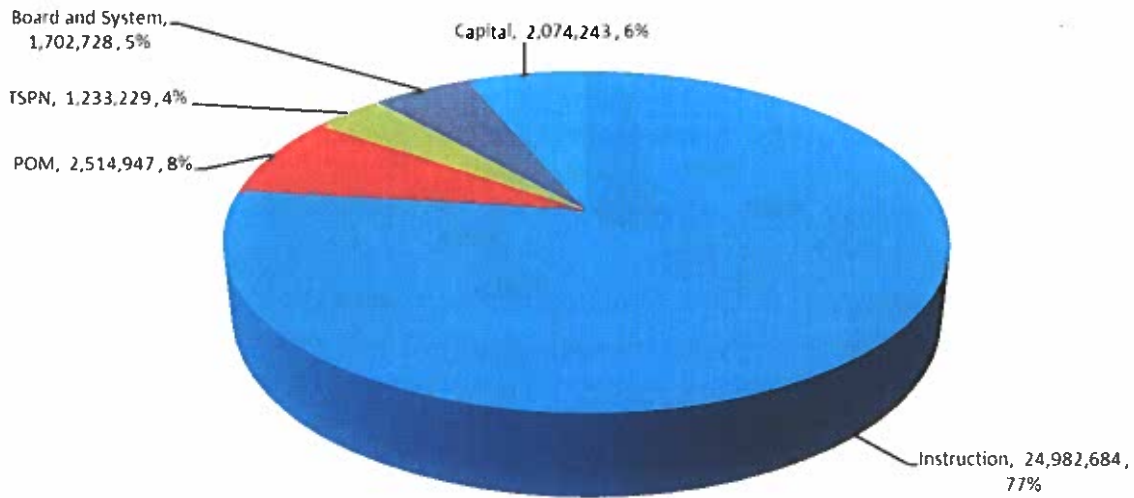
Bank Charges - greater activity	1,000	
		61,000

Capital

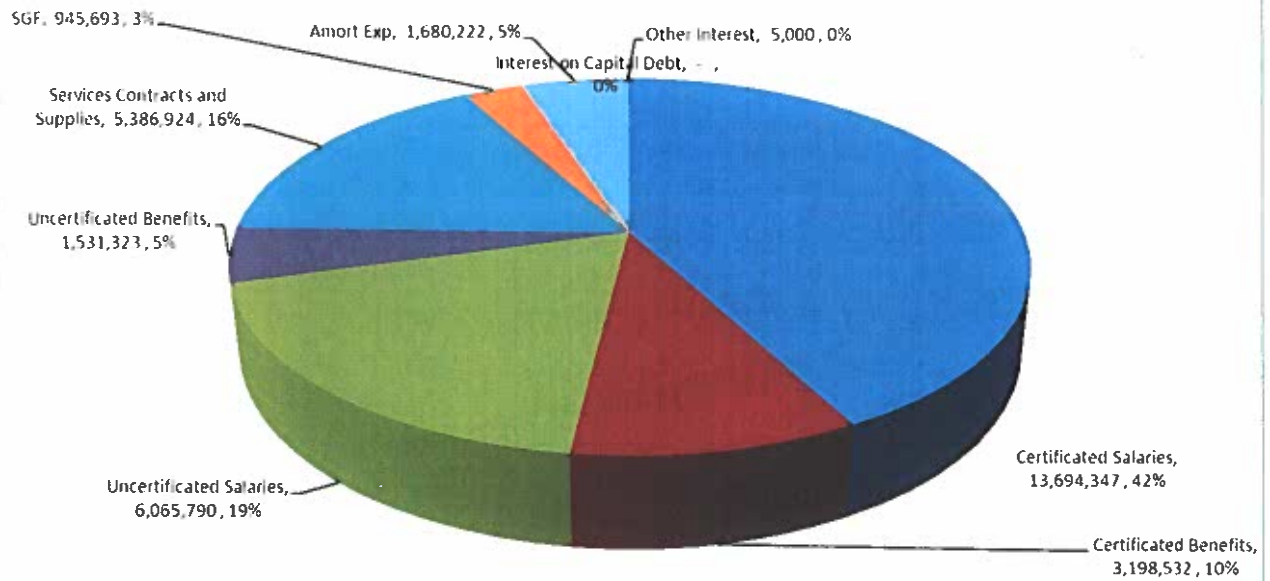
Amortization Expense increase from Modernization, new school and IMR activities in 2017-18	234,000	
IMR estimated balance from expensing	(113,000)	
		121,000

Total Expenditure Adjustments **(228,000)**

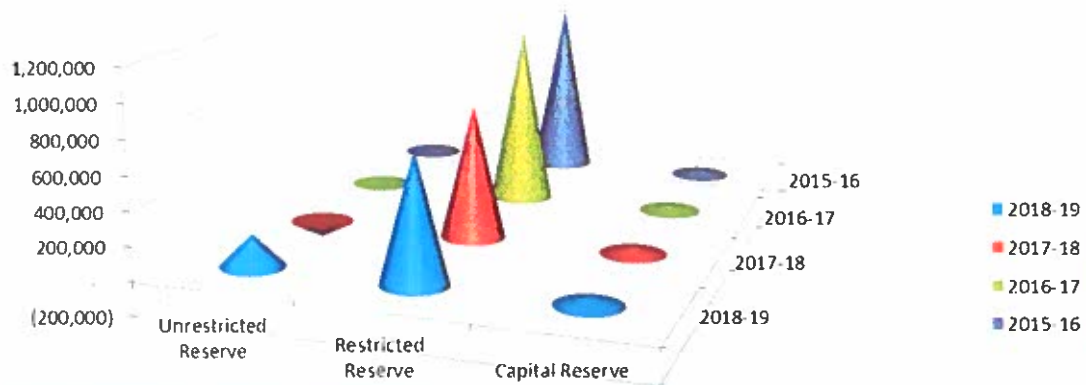
Expenditures by Program



Expenditures by Category

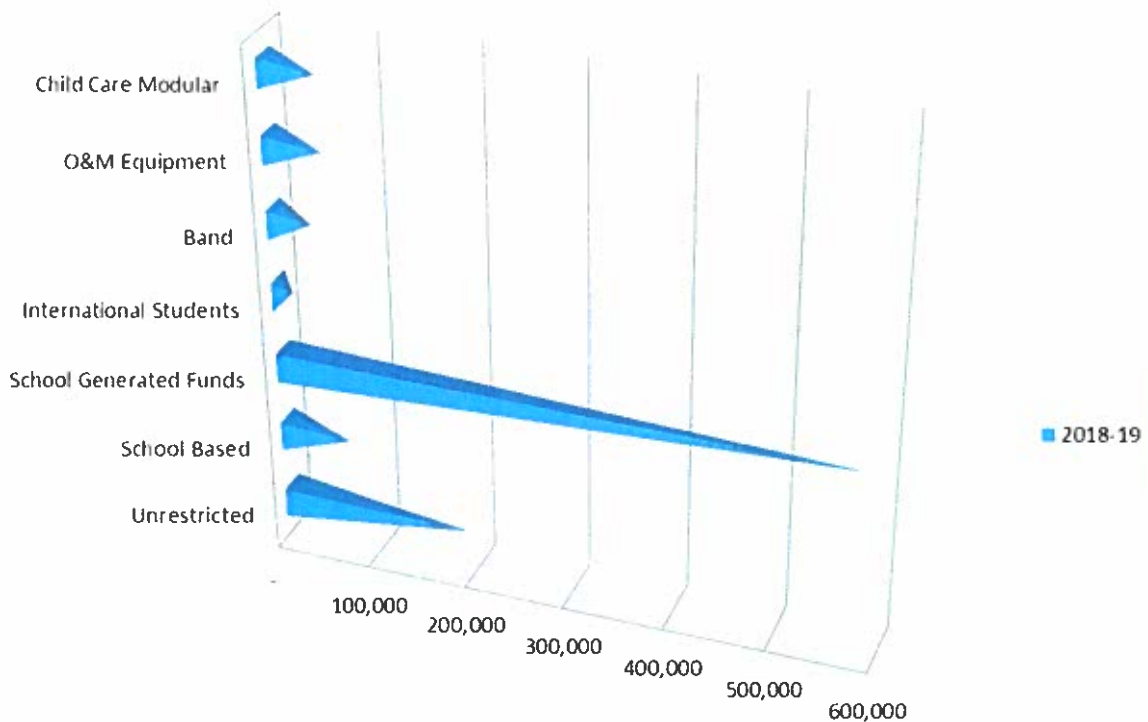


Net Assets



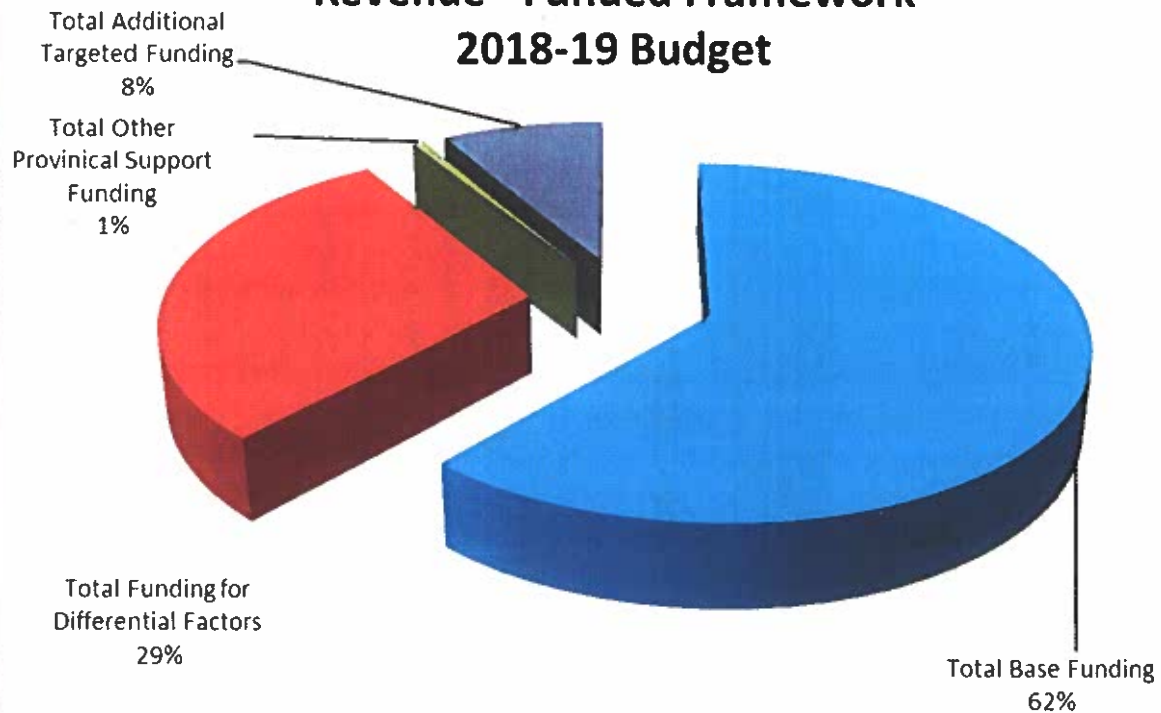
	Unrestricted Reserve	Restricted Reserve	Capital Reserve
2018-19	192,284	763,556	52,000
2017-18	(96,145)	813,425	45,500
2016-17	(40,183)	1,095,463	32,500
2015-16	(40,183)	1,095,463	32,500

Net Assets - August 31, 2019

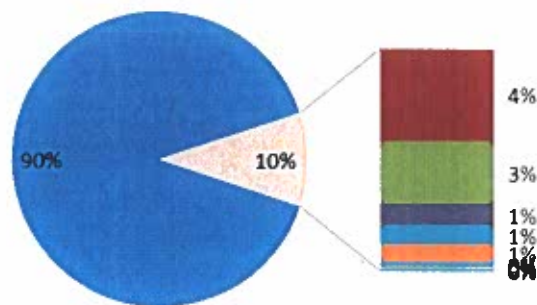


	Unrestricted	School Based	School Generated Funds	International Students	Band	O&M Equipment	Child Care Modular
2018-19	192,284	69,173	584,746	15,100	39,121	55,416	52,000

Revenue - Funded Framework 2018-19 Budget



Total Revenue 2018-19 Budget



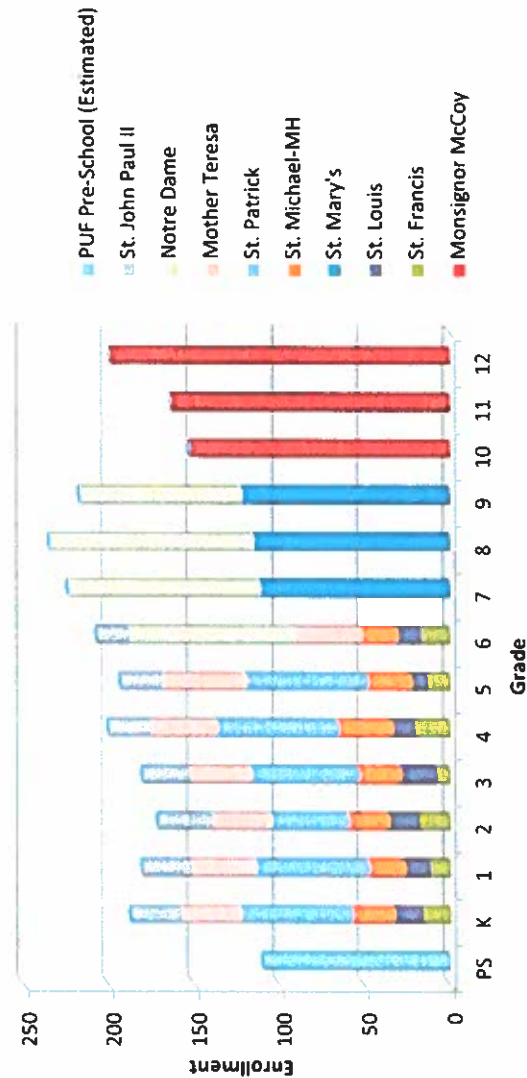
Budget
2018-19 Budget
Enrollments

Enrolment as of May 17, 2018

Enrollment as of May 17, 2018																					
School	Grade												2018/19		ECS		PUF Preschool		FTE	FTE	Variance
	1	2	3	4	5	6	7	8	9	10	11	12	Total	2018/19	2018/19	2018/19	2018/19	17/18			
Monsignor McCoy										152	163	199	514								
St. Francis	12	18	8	20	13	17							88	16							
St. Louis	14	17	20	13	9	13							86	16							
St. Mary's							111	115	122				348								
St. Michael-MH	21	24	25	32	26	21							149	25							
St. Patrick	67	46	64	72	72								321	66							
Mother Teresa	38	35	36	38	49	40							236	35							
Notre Dame						97	113	120	95				425								
St. John Paul II	28	31	27	25	24	19							154	29							
PUF Pre-School (Estimated)													0				110	55.0			
TOTALS	180	171	180	200	193	207	224	235	217	152	163	199	2321	187	110	2,469.5	2,405.5	64.0			
2017-18 Fall Budget	175	169	189	183	174	194	225	215	213	158	196	173	2264	170	113	2,405.5					
Budget Change	5	2	(9)	17	19	13	(1)	20	4	(6)	(33)	26	57	17	(3)			64			

MHCBE Enrolment by Grade - 2018-19

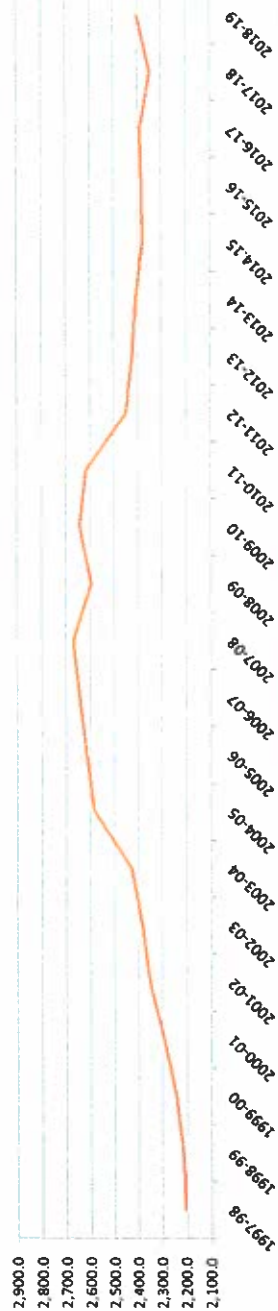
Grade 1-9	1,807.0
Grade 10-12	514.0
Sub-Total	2,321.0
ECS FTE	148.5
TOTAL FTE	2,469.5



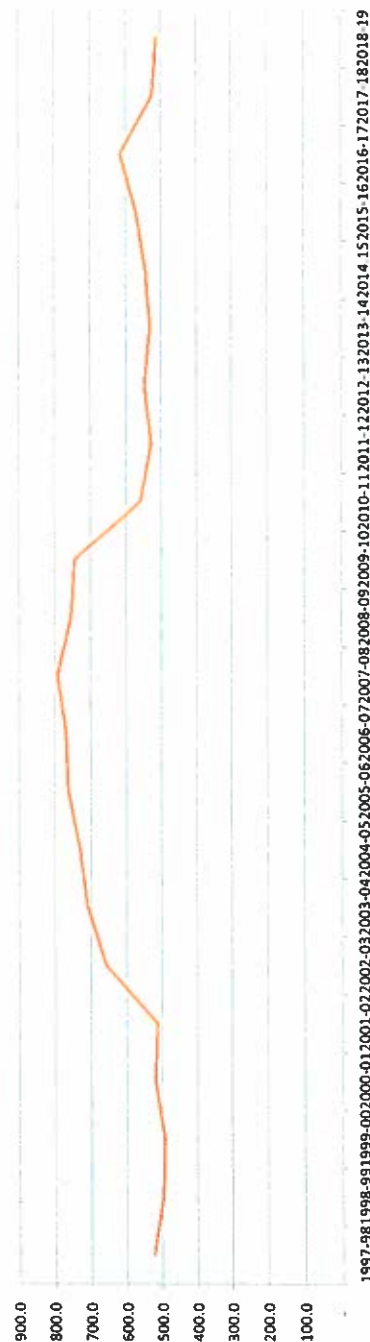
Medicine Hat Catholic Board of Education Historical Enrolment (FTE)

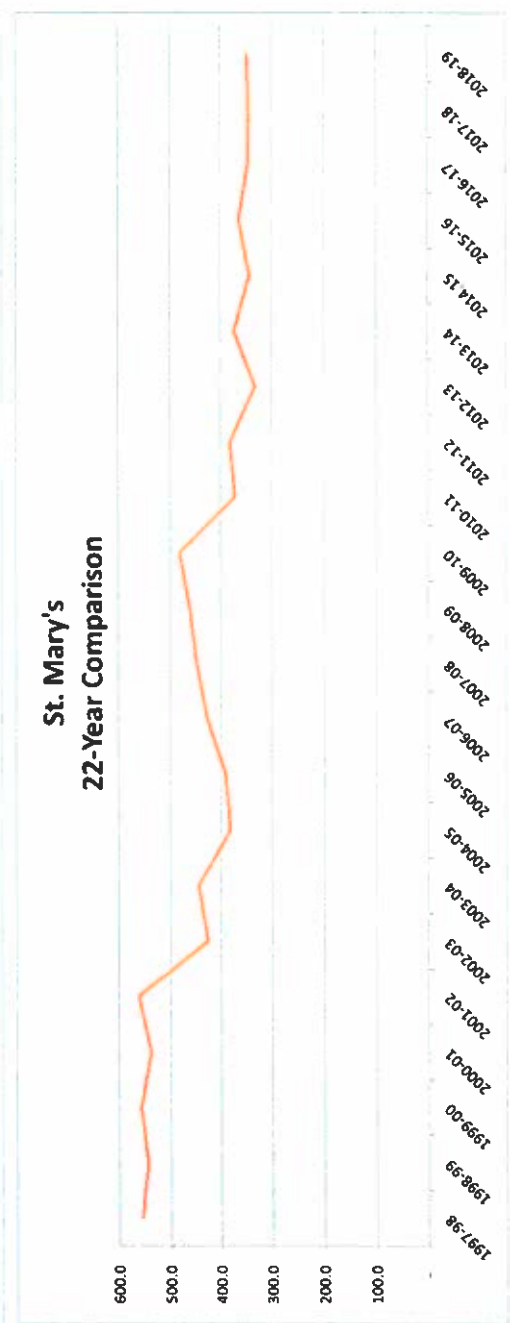
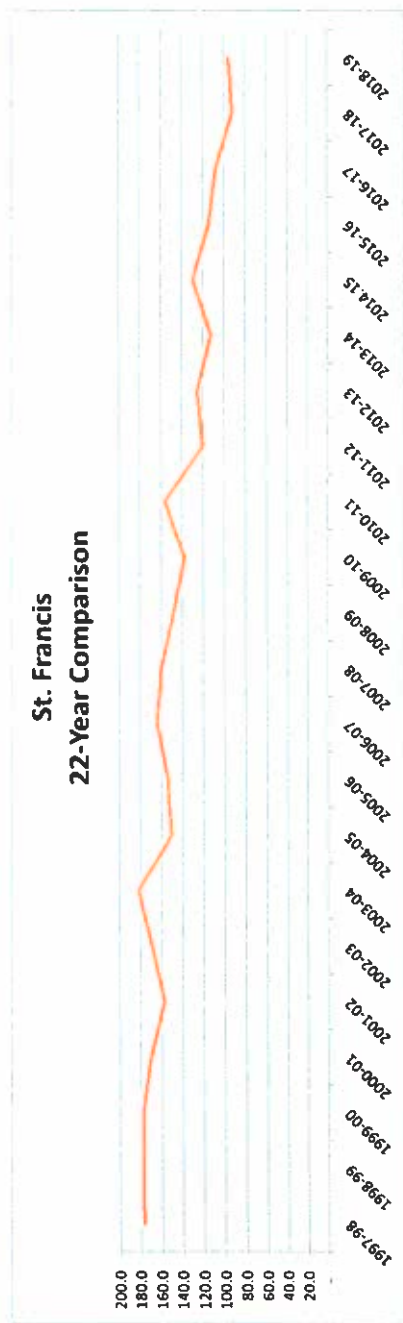
	1997-98	1998-99	1999-00	2000-01	2001-02	2002-03	2003-04	2004-05	2005-06	2006-07	2007-08	2008-09	2009-10	2010-11	2011-12	2012-13	2013-14	2014-15	2015-16	2016-17	2017-18	2018-19
McCoy	526.0	499.0	494.0	521.0	515.0	660.0	710.0	731.0	764.0	770.0	792.0	756.0	745.0	561.0	530.0	549.0	535.0	546.0	572.0	617.0	527.0	514.0
St. Francis	178.0	178.5	178.5	171.5	158.5	170.0	183.0	151.0	155.0	165.0	161.0	148.5	138.5	157.0	121.0	126.0	113.0	130.0	115.0	108.5	92.5	96.0
St. Louis	106.0	126.5	127.5	135.5	143.0	135.5	138.5	139.5	116.0	118.0	115.0	109.5	94.0	102.5	102.5	83.5	77.5	65.5	79.5	93.5	95.0	94.0
St. Mary's	557.0	545.0	559.0	539.0	564.0	427.0	445.0	382.0	391.5	427.5	449.0	462.5	482.5	372.0	382.0	332.0	374.0	343.0	364.0	346.0	345.0	348.0
St. Michael's	157.5	203.0	210.0	212.5	228.0	212.5	201.0	185.5	155.5	157.0	160.5	152.5	175.5	213.0	206.0	204.0	177.5	187.5	181.0	164.5	164.5	161.5
St. Patrick's	235.5	225.5	231.5	293.5	306.5	359.5	365.0	300.0	337.5	324.5	329.5	322.5	328.0	399.5	377.0	364.0	393.5	367.0	337.5	328.0	351.0	354.0
St. Thomas	152.5	145.0	140.5	135.5	139.5	124.0	116.5	93.5	68.0					101.0	100.5	104.0	109.0	104.5	109.0	98.5	98.5	156.5
St. John Paul II																						
Mother Teresa	294.0	292.5	303.5	284.0	297.5	295.0	289.5	205.5	201.5	263.0	247.5	229.0	269.0	314.5	249.5	275.5	260.5	263.5	269.5	276.5	273.0	253.5
Noire Dame								395.0	425.0	419.0	415.0	414.0	411.0	396.0	382.0	385.0	369.0	371.0	355.0	357.0	402.0	425.0
Medicine Hat Catholic	2,206.5	2,215.0	2,244.5	2,292.5	2,352.0	2,383.5	2,427.5	2,589.0	2,614.0	2,644.0	2,669.5	2,594.5	2,643.5	2,616.5	2,450.5	2,423.0	2,407.0	2,378.0	2,382.5	2,369.5	2,348.5	2,402.5

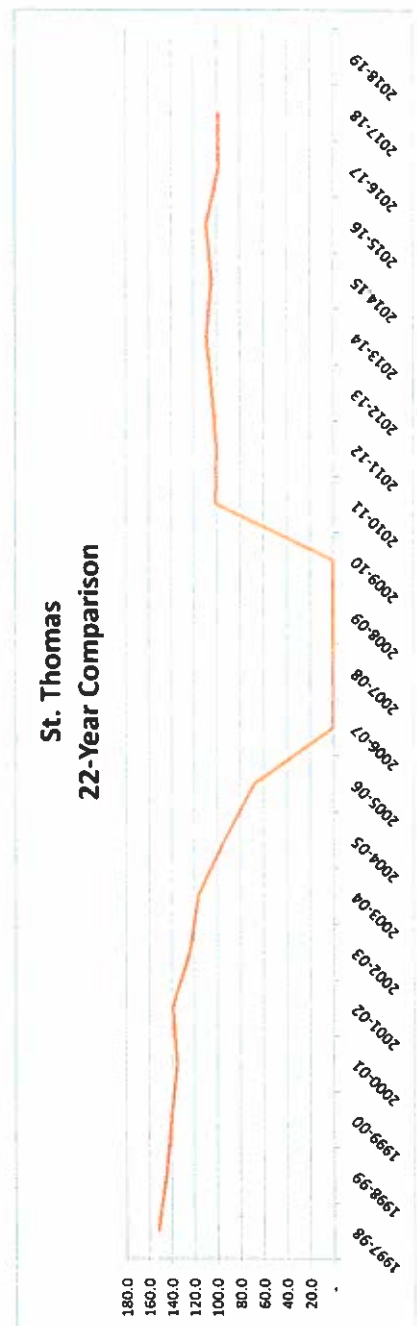
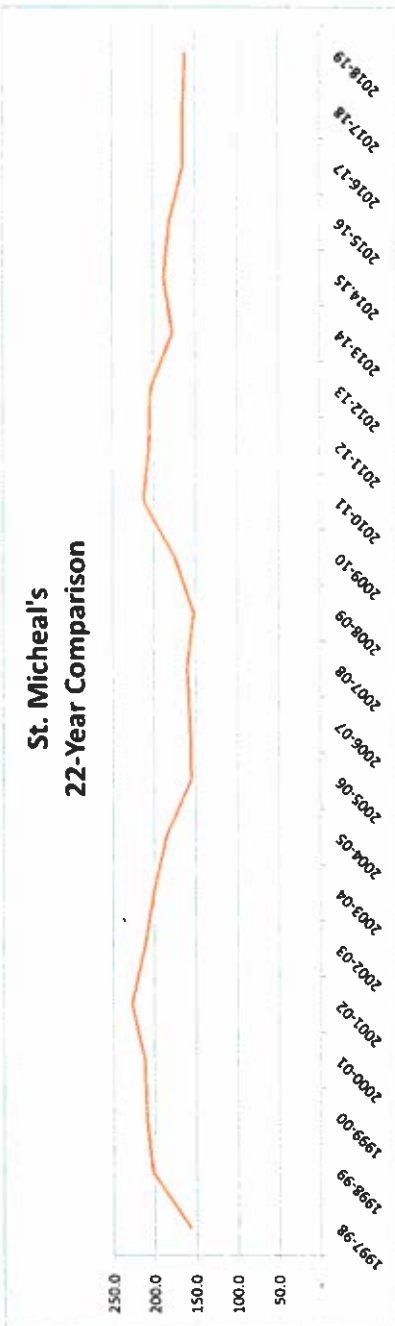
Medicine Hat Catholic
22-Year Comparison



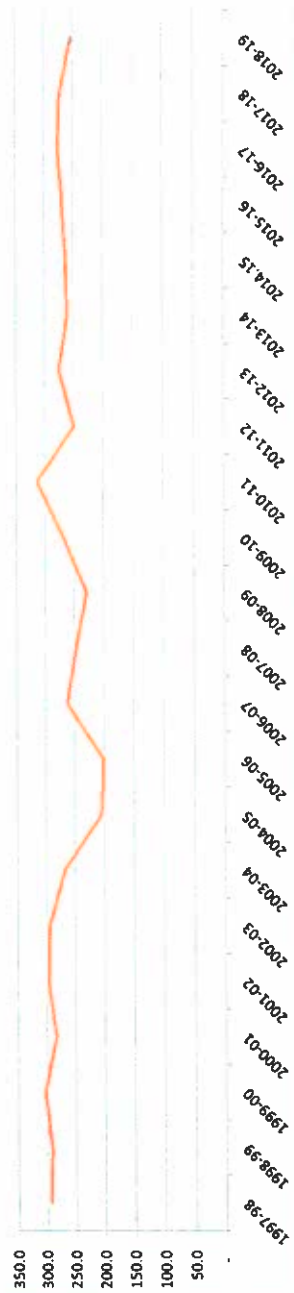
Monsignor McCoy
22-Year Comparison



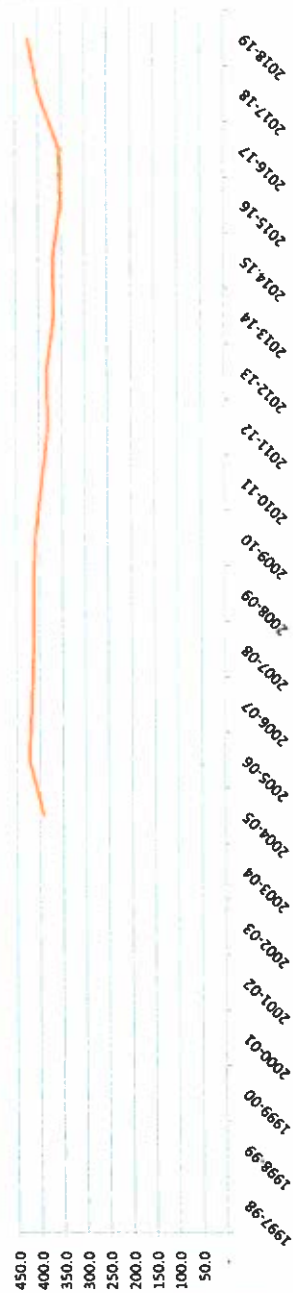




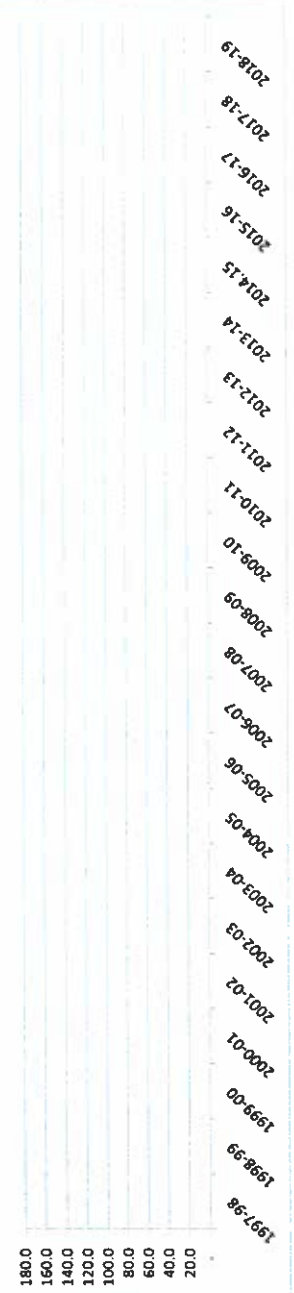
**Mother Teresa
22-Year Comparison**



**Notre Dame
22-Year Comparison**



**St. John Paul II
22-Year Comparison**



2018-19 SCHOOL YEAR JURISDICTION FUNDING PROFILE

Medicine Hat Catholic Board of Education

	2018-19 Budget	2017-18 Fall Budget Update	Variance
Funded Enrolment for Grades 1-9	1,807.0	1,737.0	70.0
Funded Enrolment for Grades 10-12	514.0	527.0	(13.0)
Funded Enrolment for Kindergarten	93.5	85.0	8.5
Funded Enrolment for Pre-School	55.0	56.5	(1.5)
Total Enrolment	2,469.5	2,405.5	64.0
Change in Enrolment	64.0		64.0
Percent Change			
Enrollment 1-3	531	533	2.0
ECS Enrollment	297.0	283.0	(14.0)

FUNDING FRAMEWORK	RATE	CEU per FTE	ENROL	2018-19 Budget	2017-18 Fall Budget Update	Variance	2016-17 Fall Budget Update
BASE FUNDING							
Base Instruction (Grades 1-9)	\$ 6,679.79		1,807	\$ 12,070,381	\$ 11,602,795	467,585	\$ 11,255,446
Class Size Funding (Grades 1-3)	\$ 1,521.68		531	\$ 808,012	\$ 811,055	(3,043)	\$ 779,100
ECS Base Instruction	\$ 3,339.90		187	\$ 624,561	\$ 567,783	56,778	\$ 584,483
Pre-School Base Instruction (PUF Eligible)	\$ 3,339.90		110	\$ 367,389	\$ 377,409	(10,020)	\$ 367,389
Class Size Funding (ECS)	\$ 760.84		297	\$ 225,969	\$ 215,318	10,652	\$ 216,839
CEU Tier 1 (Grades 10-12)	\$ 190.85	30.92	514	\$ 3,033,179	\$ 3,109,901	(76,722)	\$ 3,641,036
CEU Tier 2	\$ 203.69	0.43	514	\$ 45,015	\$ 46,238	(1,222)	\$ 53,978
CEU Tier 3	\$ 227.03	3.11	514	\$ 363,021	\$ 372,102	(9,081)	\$ 435,671
CEU Tier 4	\$ 114.50	5.22	514	\$ 307,204	\$ 314,990	(7,786)	\$ 368,805
CEU ADLC Tier 1	\$ 83.97	1.70	514	\$ 73,393	\$ 75,241	(1,847)	\$ 88,089
CEU ADLC Tier 2	\$ 89.62	0.02	514	\$ 896	\$ 986	(90)	\$ 1,075
CEU ADLC Tier 3	\$ 99.89	-	514	\$ -	\$ -	0	\$ -
CEU portion from online partners				\$ 11,000	\$ 11,000	0	\$ 11,000
Dual Credit				\$ -	\$ -	0	\$ -
Prior Year Funding Recovery				\$ -	\$ 20,160	20,160	\$ -
Total Base Funding				\$ 17,930,021	\$ 17,484,657	445,364	2.5% \$ 17,802,911
ADDITIONAL FUNDING-FOR DIFFERENTIAL FACTORS							
ECS Program Unit (PUF)	\$ 18,500.00		135	\$ 2,497,500	\$ 2,622,620	(125,120)	\$ 2,545,200
ESL & Franciscation	\$ 1,178.10		94	\$ 110,741	\$ 53,015	57,727	\$ 71,275
First Nations Metis & Inuit Education	\$ 1,178.10		100	\$ 117,810	\$ 117,810	0	\$ 129,591
Francophone Language Program				\$ 13,315	\$ 13,315	0	\$ 13,315
Plant Operation & Maintenance				\$ 2,132,611	\$ 2,226,333	(93,722)	\$ 2,104,119
Small Board Administration			2,470	\$ 249,771	\$ 279,904	(30,133)	\$ 261,542
Small Schools by Necessity				\$ 382,297	\$ 324,437	57,860	\$ 630,337
Socio-Economic Status	\$ 471.24			\$ 245,546	\$ 239,183	6,364	\$ 243,061
Inclusive Education				\$ 1,406,000	\$ 1,386,402	19,598	\$ 1,423,895
Equity of Opportunity	\$ 101.00		2,470	\$ 249,420	\$ 242,956	6,464	\$ 246,895
Narrowing Teachers' Salary Gap				\$ 6,490	\$ 6,490	0	\$ 6,490
Transportation				\$ 1,172,115	\$ 1,165,437	6,677	\$ 1,186,851
Total Funding for Differential Factors				\$ 8,583,617	\$ 8,677,902	(94,285)	-1.1% \$ 8,862,570
OTHER PROVINCIAL SUPPORT FUNDING							
Reduction in Administration Spending				\$ (191,598)	\$ (190,416)	(1,182)	\$ (182,349)
Decrease of LAPP Employer Contributions				\$ (18,197)	\$ -	(18,197)	\$ -
IMR - Expensed				\$ 394,021	\$ 489,025	(95,004)	\$ 868,123
Total Other Provincial Support Funding				\$ 184,226	\$ 298,609	(114,383)	-38.3% \$ 685,774
ADDITIONAL TARGETED FUNDING FOR PROVINCIAL INITIATIVES							
ATFR Contributions				\$ 1,546,092	\$ 1,612,459	(66,367)	\$ 1,683,723
Nutrition Program				\$ 166,000	\$ 141,000	25,000	\$ -
School Fees				\$ 232,000	\$ 232,000	0	\$ -
Classroom Improvement Fund				\$ 385,000	\$ 385,000	0	\$ -
SuperNet Funding				\$ 96,000	\$ 96,000	0	\$ 96,000
Total Additional Targeted Funding				\$ 2,425,092	\$ 2,466,459	(41,367)	-1.7% \$ 1,779,723
TOTAL FUNDING FRAMEWORK				\$ 29,122,955	\$ 28,927,626	195,329	0.7% \$ 29,130,978

2018-19 SCHOOL YEAR JURISDICTION FUNDING
Medicine Hat Catholic Board of Education

	2018-19 Budget	2017-18 Fall Budget Update	Variance	2016-17 Fall Budget Update
FUNDING FRAMEWORK REVENUE	\$ 29,122,955	\$ 28,927,626	\$ 195,329	\$ 29,130,978
OTHER ALBERTA GOVERNMENT FUNDING				
<i>Supported Capital Debt Interest-Alberta Finance</i>	\$ -	\$ -	\$ -	\$ 269
OTHER REVENUE				
Federal Government - ALBERTA EDUCATION	\$ -			
Federal French Immersion Expansion Grant - not renewed	\$ -	\$ 74,000	(74,000)	\$ 74,000
Other Alberta Government	\$ 278,678			
French Partnership Lead Teacher	\$ 7,500	\$ 7,500	-	\$ 7,500
French Monitor	\$ -	\$ -	-	\$ -
Mental Health Literacy	\$ -	\$ 8,554	(8,554)	\$ -
Communities Coming Together (end Aug 31 2019)	\$ 271,178	\$ 271,178	-	\$ 271,178
Instructional Resource	\$ 266,803			
School Fees	\$ 34,758	\$ 38,224	(3,466)	\$ 483,531
Academy Fees	\$ 200,475	\$ 202,344	(1,869)	\$ -
Band Fees	\$ 11,570	\$ 15,237	(3,667)	\$ 9,600
International Students	\$ 20,000	\$ 11,600	8,400	\$ -
Foreign Tuition	\$ -	\$ 8,000	(8,000)	\$ 8,000
Other Sales & Services	\$ 322,900			
Pre-School Fees	\$ 321,200	\$ 310,580	10,620	\$ 273,539
Bus Passes	\$ -	\$ 5,276	(5,276)	\$ 7,000
Chief Goard Earl	\$ 200	\$ 200	-	\$ 200
Parking Plugs	\$ 1,500	\$ 1,500	-	\$ 1,500
Investment Income	\$ 35,000			
Interest on Investments	\$ 35,000	\$ 25,000	10,000	\$ 25,000
Gifts and Donations	\$ 1,000			
Gifts & Donations - Education Foundation	\$ -	\$ 5,000	(5,000)	\$ -
School Donations	\$ 1,000	\$ 1,000	-	\$ -
Rentals of Facilities	\$ 17,640			
Lease Child Care Modular	\$ 17,640	\$ 17,640	-	\$ 17,640
Federal By-election	\$ -	\$ -	-	\$ 1,500
Other School Authorities	\$ 69,000			
Lease POM GOA - CAPE	\$ 69,000	\$ 138,000	(69,000)	\$ 138,000
School Generated Funds	\$ 945,693			
Fees	\$ 203,609	\$ 263,418	(59,809)	\$ 221,930
Donations	\$ 119,933	\$ 119,933	-	\$ 102,274
Fundraising	\$ 112,719	\$ 112,719	-	\$ 200,532
Other Sales and Services	\$ 509,432	\$ 509,432	-	\$ 652,236
Gains on Disposal of Assets	\$ -			
Gains on Disposal of Assets	\$ -	\$ -	-	\$ -
Amortization of Capital Allocations	\$ 1,375,427			
Amortization of Capital Allocations - Supported	\$ 1,375,427	\$ 1,123,566	251,861	\$ 888,795
Other Revenue	\$ 13,000			
Credit Card Reimbursement	\$ 13,000	\$ 13,000	-	\$ 13,000
Total Other Revenue	\$ 3,325,141	\$ 3,282,901	\$ 42,240	\$ 3,396,955
Total Division Revenue	\$ 32,448,096	\$ 32,210,527	\$ 237,569	\$ 32,528,202

**Medicine Hat Catholic Board of Education
Budget Summary
Budget Allocation by Programs
2018-19**

2018-19 Budget

Category	Instruction	POM	TSPN	Board and System	Capital	Total	%age
Certificated Salaries	13,354,597	-	-	339,750	-	13,694,347	42%
Certificated Benefits	3,155,764	-	-	42,768	-	3,198,532	10%
Uncertificated Salaries	4,210,734	1,106,004	15,238	733,815	-	6,065,790	19%
Uncertificated Benefits	1,053,559	295,029	5,079	177,656	-	1,531,323	5%
Services Contracts and Supplies	2,262,338	1,113,915	1,212,912	403,739	394,021	5,386,924	17%
SGF	945,693	-	-	-	-	945,693	3%
Amort Exp	-	-	-	-	1,680,222	1,680,222	5%
Interest on Capital Debt	-	-	-	-	-	-	0%
Other Interest	-	-	-	5,000	-	5,000	0%
Total Expenditures	24,982,684	2,514,947	1,233,229	1,702,728	2,074,243	32,507,832	100%
Percentage of Total	76.9%	7.7%	3.8%	5.2%	6.4%	100.0%	

2017-18 Fall Budget Update

Category	Instruction	POM	TSPN	Board and System	Capital	Total	%age
Certificated Salaries	13,381,475	-	-	295,750	-	13,677,225	42%
Certificated Benefits	3,183,933	-	-	40,228	-	3,224,161	10%
Uncertificated Salaries	4,257,106	1,079,422	15,246	706,244	-	6,058,018	19%
Uncertificated Benefits	1,158,584	284,239	5,082	172,694	-	1,620,599	5%
Services Contracts and Supplies	2,394,948	1,103,054	1,115,720	423,916	506,750	5,544,387	17%
SGF	1,161,533	-	-	-	-	1,161,533	4%
Amort Exp	-	-	-	-	1,446,215	1,446,215	4%
Interest on Capital Debt	-	-	-	-	-	-	0%
Other Interest	-	-	-	3,800	-	3,800	0%
Total Expenditures	25,537,579	2,466,715	1,136,048	1,642,632	1,952,965	32,735,939	100%
Percentage of Total	78.0%	7.5%	3.5%	5.0%	6.0%	100.0%	0

Variance

Category	Instruction	POM	TSPN	Board and System	Capital	Total	%age
Certificated Salaries	(26,879)	-	-	44,000	-	17,121	-8%
Certificated Benefits	(28,169)	-	-	2,540	-	(25,629)	11%
Uncertificated Salaries	(46,372)	26,582	(8)	27,571	-	7,772	-3%
Uncertificated Benefits	(105,025)	10,790	(3)	4,962	-	(89,275)	39%
Services Contracts and Supplies	(132,610)	10,861	97,192	(20,177)	(112,729)	(157,463)	69%
SGF	(215,840)	-	-	-	-	(215,840)	95%
Amort Exp	-	-	-	-	234,007	234,007	-103%
Interest on Capital Debt	-	-	-	-	-	-	0%
Other Interest	-	-	-	1,200	-	1,200	-1%
Total Expenditures	(554,894)	48,232	97,181	60,095	121,278	(228,107)	100%
Percent change	-2.2%	2.0%	8.6%	3.7%	6.2%	-0.7%	

2016-17 Fall Budget

Category	Instruction	POM	TSPN	Board and System	Capital	Total	%age
Certificated Salaries	13,962,433	-	-	295,750	-	14,258,183	43%
Certificated Benefits	3,327,401	-	-	39,381	-	3,366,781	10%
Uncertificated Salaries	4,095,219	1,052,740	15,246	690,486	-	5,853,690	18%
Uncertificated Benefits	1,104,680	281,389	5,082	176,677	-	1,567,828	5%
Services Contracts and Supplies	2,456,195	1,078,054	1,150,558	338,496	368,123	5,391,426	16%
SGF	1,176,972	-	-	-	-	1,176,972	4%
Amort Exp	-	-	-	-	1,226,527	1,226,527	4%
Interest on Capital Debt	-	-	-	-	269	269	0%
Other Interest	-	-	-	3,800	-	3,800	0%
Total Expenditures	26,122,899	2,412,182	1,170,886	1,544,590	1,594,919	32,845,477	100%
Percentage of Total	78.3%	8.1%	3.7%	4.6%	5.2%	100.0%	

Medicine Hat Catholic Board of Education
Budget Summary
Budget Allocation by Program - Instruction
2018-19

2018-19 Budget									
Category	Instructional Pool	Instructional Staffing	REC	SBDM	SGF	Technology	Student Services	Total	%age
Certificated Salaries	3,000	12,104,948	132,139	114,594	-	-	999,916	13,354,597	53%
Certificated Benefits	-	3,015,278	16,332	14,163	-	-	109,991	3,155,764	13%
Uncertificated Salaries	-	681,385	31,799	207,261	-	225,969	3,064,319	4,210,734	17%
Uncertificated Benefits	-	244,703	10,600	69,087	-	45,010	684,180	1,053,559	4%
Services Contracts and Supplies	189,322	-	71,940	934,422	-	365,653	701,001	2,262,338	9%
SGF	-	-	-	-	945,693	-	-	945,693	4%
Amort Exp	-	-	-	-	-	-	-	-	0%
Interest on Capital Debt	-	-	-	-	-	-	-	-	0%
Other Interest	-	-	-	-	-	-	-	-	0%
Total	192,322	16,046,314	262,810	1,339,526	945,693	636,631	5,559,387	24,982,684	100%
Percentage of Total	0.8%	64.2%	1.1%	5.4%	3.8%	2.5%	22.3%	100.0%	

2017-18 Fall Budget Update									
Category	Instructional Pool	Instructional Staffing	REC	SBDM	SGF	Technology	Student Services	Total	%age
Certificated Salaries	3,000	11,910,282	134,821	333,322	-	-	1,000,051	13,381,475	52%
Certificated Benefits	-	3,017,767	16,663	41,197	-	-	108,305	3,183,933	12%
Uncertificated Salaries	-	699,954	9,305	307,977	-	221,964	3,017,906	4,257,106	17%
Uncertificated Benefits	-	247,818	3,102	102,659	-	50,528	754,477	1,158,584	5%
Services Contracts and Supplies	202,749	-	49,940	987,306	-	389,242	765,710	2,394,948	9%
SGF	-	-	-	-	1,161,533	-	-	1,161,533	5%
Amort Exp	-	-	-	-	-	-	-	-	0%
Interest on Capital Debt	-	-	-	-	-	-	-	-	0%
Other Interest	-	-	-	-	-	-	-	-	0%
Total	205,749	15,875,822	213,830	1,772,461	1,161,533	661,734	5,646,449	25,537,579	100%
Percentage of Total	0.8%	62.2%	0.8%	6.9%	4.5%	2.6%	22.1%	100.0%	

Variance									
Category	Instructional Pool	Instructional Staffing	REC	SBDM	SGF	Technology	Student Services	Total	%age
Certificated Salaries	-	194,666	(2,682)	(218,728)	-	-	(135)	(26,879)	5%
Certificated Benefits	-	(2,489)	(331)	(27,034)	-	-	1,685	(28,169)	5%
Uncertificated Salaries	-	(18,569)	22,495	(100,716)	-	4,005	46,412	(46,372)	8%
Uncertificated Benefits	-	(3,116)	7,498	(33,572)	-	(5,519)	(70,316)	(105,025)	19%
Services Contracts and Supplies	(13,427)	-	22,000	(52,885)	-	(23,589)	(64,709)	(132,610)	24%
SGF	-	-	-	-	(215,840)	-	-	(215,840)	39%
Amort Exp	-	-	-	-	-	-	-	-	0%
Interest on Capital Debt	-	-	-	-	-	-	-	-	0%
Other Interest	-	-	-	-	-	-	-	-	0%
Total	(13,427)	170,492	48,980	(432,934)	(215,840)	(25,103)	(97,062)	(554,894)	100%
Percent change	-6.5%	1.1%	22.9%	-24.4%	-18.6%	-3.8%	-1.5%	-2.2%	

2016-17 Fall Budget									
Category	Instructional Pool	Instructional Staffing	REC	SBDM	SGF	Technology	Student Services	Total	%age
Certificated Salaries	3,000	12,585,350	134,293	188,790	-	-	1,050,999	13,962,433	53%
Certificated Benefits	-	3,182,168	16,598	23,334	-	-	125,301	3,327,401	13%
Uncertificated Salaries	-	699,954	8,997	242,235	-	234,678	2,909,354	4,095,219	16%
Uncertificated Benefits	-	251,342	2,999	80,745	-	39,725	729,868	1,104,680	4%
Services Contracts and Supplies	192,513	-	49,940	747,613	-	619,674	846,455	2,456,195	9%
SGF	-	-	-	-	1,176,972	-	-	1,176,972	5%
Amort Exp	-	-	-	-	-	-	-	-	0%
Interest on Capital Debt	-	-	-	-	-	-	-	-	0%
Other Interest	-	-	-	-	-	-	-	-	0%
Total	195,513	16,698,814	212,827	1,282,717	1,176,972	894,077	5,661,978	26,122,899	100%
Percentage of Total	1.1%	62.0%	0.8%	5.0%	3.5%	2.8%	24.0%	100.0%	

**Medicine Hat Catholic Board of Education
Budget Summary
Budget Allocation by Program - Learning Services
2018-19**

2018-19 Budget

Category	Learning Services	CCT	PUF	Early Ed	Total	%age
Certificated Salaries	548,257	-	120,360	331,299	999,916	18%
Certificated Benefits	60,308	-	13,240	36,443	109,991	2%
Uncertificated Salaries	1,259,801	200,000	1,234,835	369,683	3,064,319	55%
Uncertificated Benefits	278,920	50,000	273,392	81,848	684,160	12%
Services Contracts and Supplies	82,139	21,178	576,083	21,601	701,001	13%
SGF	-	-	-	-	-	0%
Amort Exp	-	-	-	-	-	0%
Interest on Capital Debt	-	-	-	-	-	0%
Other Interest	-	-	-	-	-	0%
Total Expenditures	2,229,426	271,178	2,217,910	840,874	5,559,387	100%
Percentage of Total	40.1%	4.9%	39.9%	15.1%	100.0%	

2017-18 Fall Budget Update

Category	Learning Services	CCT	PUF	Early Ed	Total	%age
Certificated Salaries	540,038	-	120,545	339,468	1,000,051	18%
Certificated Benefits	58,486	-	13,055	36,764	108,305	2%
Uncertificated Salaries	1,291,051	200,000	1,268,303	258,553	3,017,906	53%
Uncertificated Benefits	322,763	50,000	317,076	64,638	754,477	13%
Services Contracts and Supplies	67,979	21,178	624,052	52,501	765,710	14%
SGF	-	-	-	-	-	0%
Amort Exp	-	-	-	-	-	0%
Interest on Capital Debt	-	-	-	-	-	0%
Other Interest	-	-	-	-	-	0%
Total Expenditures	2,280,317	271,178	2,343,030	751,924	5,646,449	100%
Percentage of Total	40.4%	4.8%	41.5%	13.3%	100.0%	

Variance

Category	Learning Services	CCT	PUF	Early Ed	Total	%age
Certificated Salaries	8,219	-	(185)	(8,169)	(135)	0%
Certificated Benefits	1,822	-	185	(321)	1,685	-2%
Uncertificated Salaries	(31,250)	-	(33,468)	111,130	46,412	-53%
Uncertificated Benefits	(43,843)	-	(43,683)	17,210	(70,316)	81%
Services Contracts and Supplies	14,160	-	(47,968)	(30,900)	(64,709)	74%
SGF	-	-	-	-	-	0%
Amort Exp	-	-	-	-	-	0%
Interest on Capital Debt	-	-	-	-	-	0%
Other Interest	-	-	-	-	-	0%
Total Expenditures	(50,892)	-	(125,120)	88,950	(87,062)	100%
Percent change	-2.2%	0.0%	-5.3%	11.8%	-1.5%	

2016-17 Fall Budget

Category	Learning Services	CCT	PUF	Early Ed	Total	%age
Certificated Salaries	614,934	-	141,614	294,451	1,050,999	19%
Certificated Benefits	90,149	-	(8,015)	43,166	125,301	2%
Uncertificated Salaries	1,245,486	200,000	1,151,924	311,944	2,909,354	51%
Uncertificated Benefits	311,371	50,000	287,981	80,516	729,868	13%
Services Contracts and Supplies	54,248	21,178	690,105	80,924	846,455	15%
SGF	-	-	-	-	-	0%
Amort Exp	-	-	-	-	-	0%
Interest on Capital Debt	-	-	-	-	-	0%
Other Interest	-	-	-	-	-	0%
Total Expenditures	2,316,188	271,178	2,263,610	811,001	5,661,978	100%
Percentage of Total	54.1%	4.4%	27.9%	11.5%	100.0%	

**Medicine Hat Catholic Board of Education
Instructional Pool Budget
2018-19**

	2017-18 Fall			2016-17
	2018-19 Budget	Budget Update	Variance	Fall Budget
Centralized Cyberschool Payments	10,000	10,000	\$ -	10,000
Monsignor McCoy Staff Work experience Payments Salary	12,500	12,500	\$ -	25,000
Monsignor McCoy Staff Work Experience Mileage	1,800	1,800	\$ -	3,600
Youth Career Development	15,000	15,000	\$ -	15,000
Insurance - School Council	8,000	8,000	\$ -	8,000
Video License/United Streaming	13,769	13,412	\$ 357	13,629
SOCAN	1,293	1,293		1,293
McCoy French Immersion Expansion - Textbooks	-	-	\$ -	2,000
Division Fine Arts	2,000	2,000	\$ -	2,000
Science Fair	1,000	1,000	\$ -	1,000
Religious Ed Scholarships	1,100	1,100	\$ -	1,100
Chief Gord Earl Scholarship	200	200	\$ -	200
School Art Awards	200	200	\$ -	200
School Resource Officer	60,806	60,806	\$ -	60,806
PLC Facilitators	3,235	3,235	\$ -	3,235
Moving and Choosing Lead Teacher Subs	1,000	1,000	\$ -	1,000
Hour-Zero Annual Fee	3,600	3,600	\$ -	3,600
Hour-Zero Amortization Expense 3-year expire end 2019-20	15,250	15,250	\$ -	15,250
International Student Program	11,000	5,500	\$ 5,500	-
Classroom Improvement Fund	-	15,617	\$ (15,617)	-
Professional Development Budget	10,000	10,000	\$ -	10,000
Band Central Pool	11,570	15,237	\$ (3,667)	9,600
Teacher Mentorship	3,000	3,000	\$ -	3,000
Advertising - Recruitment	6,000	6,000	\$ -	6,000
Total Instruction Pool	\$ 192,322	\$ 205,749	\$ (13,427)	\$ 195,513

**Medicine Hat Catholic Board of Education
Instructional Staff Pool FTE and Budget
2018-19**

	# of FTE Students	ISP		ISP		Direct		Direct		Direct		Direct SBDM		Direct		Total Staff 2017-18		2017-18 Budget		Variance	
		Regular Staff	3rd Party	REC	Severe	Early Ed	PUF	CIF	SBDM												
School		514.0	24,1658			1,0250							0.75	-		25,9408	26,6438	(0.70)			
Monsignor McCoy		253.5	12,5000		-								0.50	-		13,0000	14,5000	(1.50)			
Mother Teresa		425.0	20,0000			0.4000							0.50	0.4000		21,3000	21,2000	0.10			
Notre Dame		96.0	5,5000			0.1000										5,6000	5,6000	-			
St. Francis		94.0	5,5500			0.2000										5,7500	6,2500	(0.50)			
St. Louis		348.0	16,9000		-	0.8000							0.60	-		18,3000	18,8000	(0.50)			
St. Mary		161.5	8,6000			0.3000							0.45			9,3500	8,8760	0.47			
SMMH		354.0	17,0000			-							0.50			17,5000	17,0000	0.50			
St. Patrick		168.5	9,2000			0.1000										9,3000	6,1000	3.20			
St. John Paul II						0.4000										0.4000	0.4000	-			
ESL																					
Early Education		55.0	-					3,0000								3,0000	3,0000	-			
PUF										1,0000						1,0000	1,0000	-			
FNMI						0.4000										0.4000	0.4000	-			
Inclusion Specialist						0.6000				0.4000						1,0000	1,0000	-			
CIF													0.25			0.2500	2,6800	(2.41)			
SJPI Principal																-	0.3300	(0.33)			
Rel. Ed					-	1,0000										1,0000	1,0000	-			
Total	2,469.5	119,4158	-	1,0000	4,3250	3,4000	1,0000						3,5500	0.4000		133,0908	134,7598	(1,67)			
2017-18 Budget	2,391.0	121,9658	0,1090	1,0000	4,2250	3,4000	1,0000						2,6600	0.4000		134,7598					
Variance		(2,5500)	(0,1090)	-	0,1000	-	-						0.8900	-		(1,6690)					

	No. of Staff	Rate	COST	Less: SUBS	Allowances	Allow Ben Cost	TOTAL
Certificated Staff	122.97	108,081	13,290,295	98,757	277,302	30,503	13,499,343
ATRF							1,546,092
add: Division PD initiative						5,000	
add: Superintendent Approved Subs, BYOD, Etc						21,000	
add: Administrator Lieu Days						4,968	
add: Acting Administration Allowances						8,880	
add SBDM benefits	0.40	\$ 4,301				1,720	
add SS benefits	7.73	\$ 4,301					
						33,223	
						19,420	
						13,803	
						\$ 15,120,226	\$ 14,928,050
							192,176

Certificated Teacher Salary Increase

0.00%

Budgeted Teacher Distribution as of September 30, 2017 (FTE)					
		CAT 4	CAT 5	CAT 6	TOTAL
EXPERIENCE	0	1.91	-	-	1.91
	1	-	-	-	-
	2	-	1.00	1.00	2.00
	3	2.90	1.70	-	4.60
	4	1.00	0.90	1.00	2.90
	5	1.60	1.00	1.00	3.60
	6	2.00	0.74	-	2.74
	7	3.00	1.00	2.00	6.00
	8	2.00	2.50	2.00	6.50
	9	1.00	-	0.84	1.84
	10	-	2.00	-	2.00
	11	39.02	25.00	35.94	99.96
	TOTAL	54.43	35.84	43.78	134.05

Budgeted Teacher Distribution as of September 30, 2018 (FTE)					
		CAT 4	CAT 5	CAT 6	TOTAL
EXPERIENCE	0	6.50	1.50	-	8.00
	1	1.00	0.50	-	1.50
	2	1.00	-	-	1.00
	3	-	1.00	-	1.00
	4	1.00	1.00	1.00	3.00
	5	-	1.00	1.00	2.00
	6	1.70	1.00	1.00	3.70
	7	1.00	-	-	1.00
	8	5.00	0.98	1.00	6.98
	9	3.00	2.50	2.00	7.50
	10	35.57	27.00	34.84	97.41
	11	-	-	-	-
	TOTAL	55.77	36.48	40.84	133.09

Teacher Salary Grid as of September 1, 2017 (\$)				
		CAT 4	CAT 5	CAT 6
EXPERIENCE	0	61,452	65,129	68,529
	1	65,062	68,738	72,134
	2	68,667	72,344	75,743
	3	72,273	75,949	79,350
	4	75,882	79,559	82,956
	5	79,488	83,165	86,564
	6	83,095	86,772	90,169
	7	86,702	90,378	93,777
	8	90,308	93,984	97,382
	9	93,917	97,591	100,990
	10	93,917	97,591	100,990
	11	93,917	97,591	100,990

Teacher Salary Grid as of September 1, 2018 (\$)				
		CAT 4	CAT 5	CAT 6
EXPERIENCE	0	61,452	65,129	68,529
	1	65,062	68,738	72,134
	2	68,667	72,344	75,743
	3	72,273	75,949	79,350
	4	75,882	79,559	82,956
	5	79,488	83,165	86,564
	6	83,095	86,772	90,169
	7	86,702	90,378	93,777
	8	90,308	93,984	97,382
	9	93,917	97,591	100,990
	10	93,917	97,591	100,990
	11	93,917	97,591	100,990

Teacher Salary Grid as of September 1, 2017 (\$)					
		CAT 4	CAT 5	CAT 6	TOTAL
EXPERIENCE	Feb Increment				19,833
	Masters Inc				6,500
	0	117,373	-	-	117,373
	1	-	-	-	-
	2	-	72,344	75,743	148,087
	3	209,592	129,113	-	338,705
	4	75,882	71,603	82,956	230,441
	5	127,181	83,165	86,564	296,910
	6	166,190	64,211	-	230,401
	7	260,106	90,378	187,554	538,038
	8	180,616	234,960	194,764	610,340
	9	93,917.00	-	84,832	178,749
	10	-	195,182	-	195,182
11	3,664,641	2,439,775	3,629,581	9,733,997	
TOTAL		4,895,498	3,380,732	4,341,993	12,644,556

Teacher Salary Grid as of September 1, 2018(\$)					
		CAT 4	CAT 5	CAT 6	TOTAL
E X P E R I E N C E	Feb Inc				19,833
	Masters Inc				6,500
	0	399,438	97,694	-	497,132
	1	65,062	34,369	-	99,431
	2	68,667	-	-	68,667
	3	-	75,949	-	75,949
	4	75,882	79,559	82,956	238,397
	5	-	83,165	86,564	169,729
	6	141,262	86,772	90,169	318,203
	7	86,702	-	-	86,702
	8	451,540	91,728	97,382	640,650
	9	281,751	243,978	201,980	727,709
	10	3,340,646	2,634,957	3,518,896	9,494,499
		TOTAL	4,910,950	3,428,170	4,077,947

2017-18 Budget Average Teacher Cost Fall 94,327

2018-19 Average Teacher Cost 93,496
 Increase over PY -0.88%

Benefits	11.00%	10,285
Health SA		626
Teacher PD		500
Mat Leaves		605
ERIP		1,127
Sub costs <3		827
Sub costs >3		616

Total Salary 2017-18	108,081
Total Salary 2017-18 Full Cost	\$ 119,698

**Medicine Hat Catholic Board of Education
Religion Education Coordinator Budget
2018-19**

	2018-19 Budget	2017-18 Fall Budget Update	Variance	2016-17 Fall Budget
Grade Level Meetings	2,000	2,000	-	2,000
Religion Reps 5 meetings 5 prep sessions (Subs)	5,000	5,000	-	5,000
Meeting Expenses	1,000	1,000	-	1,000
School Resources	5,000	5,000	-	5,000
Faith Formation Day - speakers, rental etc.	4,500	7,000	(2,500)	7,000
Conference Subsidies (SPICE)	2,000	2,000	-	2,000
Meetings - Travel	6,000	6,000	-	6,000
Music Licencing/digital site (CCLI and LicenSing)	3,000	6,000	(3,000)	6,000
Library and media	3,000	3,000	-	3,000
Admin Assistant (0.20 FTE)	12,399	12,406	(7)	11,996
Certificated Staffing	135,971	136,484	(513)	135,891
Chaplain	30,000	-	30,000	-
<u>Miscellaneous</u>				
New Textbooks grade 4&5 Implementation	49,000	24,000	25,000	24,000
Telephone	840	840	-	840
Car Allowance	2,400	2,400	-	2,400
Photocopying/Laminating 10000 Colour copies	700	700	-	700
Total Religious Education Coordinator	262,810	213,830	48,980	76,936

**Medicine Hat Catholic Board of Education
School Based Allocation Budget
2018-19**

School Allocations

			2018-19	2017-18		2016-17
	Number	Rate	Budget	Fall Budget Update	Variance	Fall Budget
Certificated Substitute	119.42	827.00	\$ 98,757	\$ 100,683	\$ (1,926)	106,549
Learning Assistant - 0.75	4	40,926	\$ 122,777	\$ 122,777	\$ -	122,777
Learning Assistant - half (.5)	4	25,051	\$ 100,203	\$ 75,152	\$ 25,051	75,152
Learning Assistant - Quarter	1	12,525	\$ 12,525	\$ 25,051	\$ (12,525)	25,051
ECS Supplies (100 to 95)	187	47.5	\$ 8,883	\$ 8,075	\$ 808	9,800
Grade 1-5 Supplies (200 to 190)	924	95	\$ 87,780	\$ 84,550	\$ 3,230	97,776
Grade 6-8 Supplies (218 to 208)	666	102	\$ 67,932	\$ 64,668	\$ 3,264	71,519
Grade 9-12 Supplies (237 to 227)	731	124	\$ 90,644	\$ 91,760	\$ (1,116)	116,748
Special Needs Allocations (in the SS Budget)			\$ 17,000	\$ 17,000	\$ -	17,000
Transfer of PUF School Based Allocation			\$ 6,000	\$ 6,000	\$ -	13,000
M. McCoy Advanced Acting			\$ 12,000	\$ 12,000	\$ -	12,000
M. McCoy Work Experience - Admin Fees			\$ 1,325	\$ 1,325	\$ -	1,325
Advanced Placement - Ongoing from Instruction Pool			\$ 10,000	\$ 10,000	\$ -	10,000
Monsignor McCoy Top up on Reduction of School Fees			\$ -	\$ 10,000	\$ (10,000)	5,000
Church Trip Funding			\$ 10,598	\$ 10,598	\$ -	10,598
Nutrition Program			\$ 166,000	\$ 141,000	\$ 25,000	-
Classroom Improvement Fund			\$ -	\$ 369,383	\$ (369,383)	-
School/Academy Fees			\$ 34,758	\$ 38,224	\$ (3,466)	483,531
School Fee Replacement			\$ 232,000	\$ 232,000	\$ -	-
Transition School Fee Replacement			\$ -	\$ 10,688	\$ (10,688)	-
Academy Fees			\$ 200,475	\$ 202,344	\$ (1,869)	-
Foreign Tuition			\$ -	\$ 4,000	\$ (4,000)	4,000
Federal By-election			\$ -	\$ -	\$ -	750
Donations			\$ 1,000	\$ 1,000	\$ -	-
Surplus Transferred			\$ 58,869	\$ 134,182	\$ (75,313)	100,141
TOTAL			\$ 1,339,526	\$ 1,772,460	\$ (432,934)	1,241,369

School Based Allocation Budget Fiscal Year 2018-19

School Allocations

	Number	Rate	2018-19 Budget	Monsignor McCoy	Mother Teresa	Notre Dame Academy	St. Francis Xavier	St. Louis	St. Mary	St. Michael	St. Patrick	St. John Paul	2018-19 Budget	2017-18 Fall Budget	Variance
Certificated Substitute	119.42	\$ 827.00	\$ 98,757	19,985	10,338	16,540	4,549	4,590	13,976	7,112	14,059	7,608	98,757	100,683	(1,926)
Learning Assistant - 0.75	4	\$ 40,926	\$ 122,777	30,694	25,051	30,694	25,051	12,525	30,694	25,051	30,694	25,051	122,777	122,777	-
Learning Assistant - half (.5)	1	\$ 12,525	\$ 100,203	25,051	25,051	30,694	25,051	12,525	30,694	25,051	30,694	25,051	100,203	75,152	25,051
Learning Assistant - Quarter	1	\$ 47.5	\$ 8,883	1,663	1,663	30,694	25,051	12,525	30,694	25,051	30,694	25,051	8,883	8,075	808
ECS Supplies (100 to 95)	187	\$ 95	\$ 8,883	1,663	1,663	30,694	25,051	12,525	30,694	25,051	30,694	25,051	8,883	8,075	808
Grade 1-5 Supplies (200 to 190)	924	\$ 102	\$ 67,932	18,620	4,080	33,660	1,734	6,935	23,052	12,160	30,495	12,825	87,780	84,550	3,230
Grade 6-8 Supplies (218 to 208)	666	\$ 124	\$ 67,932	18,620	4,080	33,660	1,734	6,935	23,052	12,160	30,495	12,825	87,780	84,550	3,230
Grade 9-12 Supplies (237 to 227)	731	\$ 124	\$ 67,932	18,620	4,080	33,660	1,734	6,935	23,052	12,160	30,495	12,825	87,780	84,550	3,230
Special Needs Allocations (in the SS Budget)				63,736		11,780		1,326	15,128				90,644	91,760	(1,116)
Transfer of PUF School Based Allocation				6,700	1,400	600	1,000	1,400	2,700	1,100	1,100	1,000	17,000	17,000	-
Advanced Acting				12,000	1,000		500	1,000		1,000	2,000	500	12,000	12,000	-
Work Experience Admin Fees				1,325									1,325	1,325	-
Monsignor McCoy Top up on Reduction of School Fees				2,136	1,358	1,536	652	423	1,432	912	1,734	415	10,598	10,598	-
Church Trip Funding	2829	\$ 3.88	\$ 10,598	2,136	1,358	1,536	652	423	1,432	912	1,734	415	10,598	10,598	-
Nutrition Program					92,331			73,669					166,000	141,000	25,000
Classroom Improvement Fund													369,382	369,382	-
Advanced Placement - Ongoing from Instruction Pool				10,000									10,000	10,000	-
School Fees				29,758					5,000				34,758	38,224	(3,466)
School Fee Replacement				52,645	19,662	58,904	7,319	3,314	52,162	11,842	21,240	6,912	232,000	232,000	-
School Fee Replacement															
Academy Fees						180,000			20,475				200,475	202,344	(1,869)
Federal By-election															
Donations									1,000				1,000	1,000	-
Prior Year Surplus				26,074	15,961			1,914	14,920				58,869	134,182	(75,313)
Foreign Tuition														4,000	(4,000)
TOTAL			\$ 1,339,526	255,053	191,463	331,715	48,309	107,856	180,539	62,506	104,458	57,627	1,339,526	1,191,420	(432,933)
2017-18 Budget				346,851	247,377	414,508	67,073	112,780	252,929	93,842	181,903	55,198	1,772,461		
Year over year Change				(91,798)	(55,914)	(82,793)	(18,764)	(4,924)	(72,390)	(31,336)	(77,445)	2,429	(432,935)		
School Restricted Reserve															
September 1, 2018 Estimated				26,441	18,683	13,393	19,869	8,633	23,574	13,362	2,307	9,780	136,042		
10% Holdback															
Use of Reserve				(26,074)	(15,961)			(1,914)	(14,920)				(58,869)		
Forecasted Closing August 31, 2017				367	2,722	13,393	19,869	6,719	8,654	13,362	2,307	9,780	77,173		

Medicine Hat Catholic Board of Education **School Generated Funds** **2018-19**

	2018-19 Budget	2017-18 Fall Budget Update
<u>Revenue</u>		
Fees	203,609	263,418
Donations	119,933	119,933
Fundraising	112,719	112,719
Other Sales and Services	509,432	509,432
Total SGF Revenue	<u>945,693</u>	<u>1,005,502</u>
<u>Expenditures</u>		
Use of SGF	914,378	1,130,218
Cost to Raise Funds	31,315	31,315
Total SGF Expenditure	<u>945,693</u>	<u>1,161,533</u>
Residual from SGF	<u>-</u>	<u>(156,031)</u>

**Medicine Hat Catholic Board of Education
Technology Budget
2018-19**

Ever-Greening

	2018-19 Budget	2017-18 Fall Budget Update	Variance	2016-17 Fall Budget Update
Workstations ¹	66,450	52,100	14,350	152,000
Projectors and Smartboards ²	0	0	0	-
School based Infrastructure ³	0	0	0	44,000
Data Centre Infrastructure	0	0	0	36,000
	0	0	0	57,000
Software Licensing ⁴	111,991	123,844	-11,853	84,844
Evergreening Totals	178,441	175,944	2,497	347,000

Operating Costs

	2018-19 Budget	2017-18 Fall Budget Update	Variance	2016-17 Fall Budget Update
Salary & Benefits	270,979	271,170	-192	210,367
Contract	0	0	0	62,714
Car Allowances	9,000	6,000	3,000	6,000
Internet Allowance	2,700	1,800	900	1,800
Professional Development	8,000	8,000	0	2,500
Travel	7,000	7,000	0	7,000
Telephone	2,880	2,820	60	2,820
Internet Fees ⁵	28,164	29,532	-1,368	29,532
SuperNet Fees ⁶	99,468	99,468	0	94,500
Supernet Build - one time	0	0	0	28,000
Online Registration Project	0	0	0	-
Hardware Maintenance ⁷	30,000	60,000	-30,000	75,000
Operating Costs Totals	458,190	485,790	-27,600	547,077

Totals	636,631	661,734	-25,103	894,077
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Medicine Hat Catholic Board of Education
Transportation Budget
2018-19

			2017-18 Fall			
Revenue	Students	Rate	2018-19 Budget	Budget Update	Variance	2016-17 Fall Budget
Rural Transportation	2405.5	110.06	\$ 264,749	\$ 263,153	\$ 1,596	\$ 268,271
Urban Special Needs	2405.5	26.35	\$ 63,385	\$ 63,003	\$ 382	\$ 64,228
Rural Special Trans	2405.5	\$ 11.10	\$ 26,701	\$ 26,540	\$ 161	\$ 27,056
ECS Transportation-Disabilities	283	215.36	\$ 55,994	\$ 55,994	\$ -	\$ 55,994
Family Oriented	283	32.17	\$ 8,364	\$ 8,364	\$ -	\$ 8,364
Bus Pass			\$ 5,000	\$ 5,000	\$ -	\$ 7,000
Urban Transportation	2405.5	\$ 313.00	\$ 752,922	\$ 748,383	\$ 4,539	\$ 762,938
Total Revenue			\$ 1,177,115	\$ 1,170,437	\$ 6,677	\$ 1,193,851
Transportation Expense						
Regular Bussing			\$ 1,029,812	\$ 1,009,620	\$ 20,192	\$ 970,400
Salary and Benefits	0.30 FTE		\$ 20,317	\$ 20,329	\$ (11)	\$ 20,187
Southridge Bus			\$ -	\$ 20,000	\$ (20,000)	\$ 20,000
STAA Membership			\$ 600	\$ 600	\$ -	\$ 600
Early Dismissal			\$ -	\$ -	\$ -	\$ -
GPS and Camera			\$ 30,000	\$ -	\$ 30,000	\$ -
Special Needs District Transportation			\$ 80,000	\$ 75,000	\$ 5,000	\$ 158,860
Special Needs Parent Provided Transportation			\$ 62,000	\$ -	\$ 62,000	\$ -
Software			\$ 7,500	\$ 7,500	\$ -	\$ 7,500
Parent Provided			\$ 3,000	\$ 3,000	\$ -	\$ 3,000
Total Cost			\$ 1,233,229	\$ 1,136,048	97,181	\$ 1,180,546
Net Envelope Surplus(deficit)			\$ (56,114)	\$ 34,389	(90,504)	\$ 13,305

Medicine Hat Catholic Board of Education
Administration Budget
2018-19

Maximum Expense Limit	\$ 1,708,465	
Provincial Clawback of Administration	\$ 191,598	11.25%
Contribution to Instruction	\$ 5,738	0.34%
Net Administration Allocation	\$ 1,702,728	

Expenses	2018-19 Budget	2017-18 Fall Budget Update	Variance	2016-17 Fall Budget
Salary/Benefits/Honorarium	\$ 1,293,989	\$ 1,214,916	\$ 79,073	\$ 1,202,294
Car Allowance	\$ 9,156	\$ 9,156	\$ -	\$ 9,156
International Student Recruiting	\$ -	\$ -	\$ -	\$ -
Audit Fees	\$ 16,591	\$ 20,000	\$ (3,409)	\$ 32,000
Data Processing	\$ 110,000	\$ 100,500	\$ 9,500	\$ 75,000
Legal Fees	\$ 20,000	\$ 49,000	\$ (29,000)	\$ 10,000
Public Relations	\$ 7,000	\$ 7,000	\$ -	\$ 15,000
Division Staff Recognition	\$ 3,500	\$ 2,340	\$ 1,160	\$ 2,340
Contracted Services - General	\$ 18,800	\$ 20,300	\$ (1,500)	\$ 15,000
Postage	\$ 5,200	\$ 5,200	\$ -	\$ 5,200
Telephone	\$ 14,500	\$ 14,500	\$ -	\$ 14,500
Meeting Expenses - General	\$ 4,000	\$ 4,000	\$ -	\$ 4,000
Travel & Subsistence	\$ 62,500	\$ 50,000	\$ 12,500	\$ 50,000
PD	\$ 13,000	\$ 7,000	\$ 6,000	\$ 7,000
Photocopiers	\$ 15,000	\$ 15,000	\$ -	\$ 9,000
Amortization	\$ 3,252	\$ -	\$ 3,252	\$ -
Dues & Fees	\$ 51,940	\$ 53,120	\$ (1,180)	\$ 44,000
Advertising	\$ 25,000	\$ 25,000	\$ -	\$ 25,000
Supplies	\$ 12,000	\$ 12,000	\$ -	\$ 12,000
New Furniture & Eq	\$ 6,000	\$ 10,000	\$ (4,000)	\$ 3,000
Monsignor Reopening Celebration	\$ -	\$ 10,000	\$ (10,000)	\$ -
Election	\$ -	\$ 3,500	\$ (3,500)	\$ -
Donations (Foundation Services)	\$ 2,300	\$ 2,300	\$ -	\$ 2,300
Repairs and Maintenance	\$ 3,000	\$ 3,000	\$ -	\$ 3,000
Books and Materials	\$ 1,000	\$ 1,000	\$ -	\$ 1,000
Bank Charges	\$ 5,000	\$ 3,800	\$ 1,200	\$ 3,800
Total	\$ 1,702,728	\$ 1,642,632	\$ 60,095	\$ 1,544,590

3.66%

**Medicine Hat Catholic Board of Education
Calculation of Administration Expense Limit
2018-19**

Total Expenses	\$ 32,507,831
FTE Grade 1-12	2,321
Limit	6,000
less: Enrollment	2,321
Addition FTE Eligible for calculation	3,679
Multiple by proration	0.0005%
Additional allowance	1.8395%
Add: Min limit	4.0000%
Eligible rate	5.8395%
10% Reduction	0.5840%
Eligible Rate	5.2556%
Total Expenses	\$ 32,507,831
Eligible rate	5.2556%
	<u>\$ 1,708,465</u>

**Medicine Hat Catholic Board of Education
Calculation of Administration Deduction
2018-19**

Total Expenses 2016-17 FS	\$ 32,359,051
FTE Grade 1-12 2016-17	2,158
Limit	6,000
less: Enrollment	2,158
Addition FTE Eligible for calculation	3,842
Multiple by proration	0.0005%
Additional allowance	1.9210%
Add: Min limit	4.0000%
Eligible rate	5.9210%
10% Reduction	0.0000%
Eligible Rate	5.9210%
Total Expenses 2016-17 FS	\$ 32,359,051
Eligible rate	5.9210%
	<u>\$ 1,915,979</u>
Administration reduction	\$ (191,598)

Medicine Hat Catholic Board of Education
Plant Operations & Maintenance
2018-19

Projected Revenue	2018-19 Budget	2017-18 Fall Budget Update	Variance	2016-17 Fall Budget
Grant Alberta Education	\$ 2,132,611	\$ 2,226,333	\$ (93,722)	\$ 2,226,333
CAPE O&M	\$ 69,000	\$ 138,000	\$ (69,000)	\$ 138,000
Other Income	\$ 1,500	\$ 1,500	\$ -	\$ 3,156
Crayon Academy	\$ 11,129	\$ 11,129	\$ -	\$ 11,129
	\$ 2,214,240	\$ 2,376,962	\$ (162,722)	\$ 2,262,902

Projected Expenditures	2018-19 Budget	2017-18 Fall Budget Update	Variance	2016-17 Fall Budget
Salaries & Benefits	\$ 1,407,932	\$ 1,370,560	\$ 37,372	\$ 1,341,027
MANPOWER	\$ 1,407,932	\$ 1,370,560	\$ 37,372	\$ 1,341,027
Contracted Services	\$ 10,500	\$ 10,500	\$ -	\$ 15,000
Inspections	\$ 23,000	\$ 23,000	\$ -	\$ -
Grounds Contract	\$ 108,306	\$ 93,975	\$ 14,331	\$ 93,975
Playground and Grounds Maint.	\$ 16,000	\$ 16,000	\$ -	\$ 20,000
Telephone	\$ 2,880	\$ 2,880	\$ -	\$ 2,880
Travel & Subsistence	\$ 2,500	\$ 2,500	\$ -	\$ 2,500
Repairs & Maintenance	\$ 75,000	\$ 69,000	\$ 6,000	\$ 79,000
Vehicle Expense	\$ 10,300	\$ 10,300	\$ -	\$ 12,300
Rental-Equipment	\$ 1,500	\$ 1,500	\$ -	\$ 1,500
Dues & Fees	\$ 1,000	\$ 1,000	\$ -	\$ 1,000
Licenses & Permits	\$ 500	\$ 500	\$ -	\$ 500
Supplies	\$ 5,000	\$ 5,000	\$ -	\$ 7,500
Custodian Supplies	\$ 58,000	\$ 58,000	\$ -	\$ 55,000
New Furniture & Equipment	\$ 5,000	\$ 5,000	\$ -	\$ 5,000
OPERATIONS	\$ 319,486	\$ 299,155	\$ 20,331	\$ 296,155
Insurance	\$ 141,440	\$ 130,000	\$ 11,440	\$ 122,000
Utilities	\$ 518,090	\$ 470,000	\$ 48,090	\$ 450,000
Taxes/Improvements	\$ 4,000	\$ 4,000	\$ -	\$ 4,000
OHS Contract	\$ 55,000	\$ 55,000	\$ -	\$ 55,000
CAPE School (utilities, R&M, etc)	\$ 69,000	\$ 138,000	\$ (69,000)	\$ 138,000
FIXED	\$ 787,530	\$ 797,000	\$ (9,470)	\$ 769,000
TOTAL POM	\$ 2,514,947	\$ 2,466,715	\$ 48,232	\$ 2,406,182
Net	\$ (300,707)	\$ (89,753)	\$ (210,954)	\$ (143,280)

-14%

**Plant Operations & Maintenance
Capital Expenditures and Financing
2018-19**

		2017-18 Fall		
Projected Revenue	2018-19 Budget	Budget Update	Variance	2016-17 Fall Budget
IMR	\$ 394,021	\$ 489,025	\$ (95,004)	868,123
Amort - Supported	\$ 1,375,427	\$ 1,123,566	\$ 251,861	888,795
Amort - Unsupported	\$ 304,796	\$ 322,649	\$ (17,853)	337,732
Amort - School - charged to school	\$ -	\$ -	\$ -	-
IMR Carry-forward	\$ -	\$ -	\$ -	-
Debenture	\$ -	\$ -	\$ -	269
	\$ 2,074,243	\$ 1,935,240	\$ 139,003	2,094,919

		2017-18 Fall		
Projected Expenditures	2018-19 Budget	Budget Update	Variance	
IMR (ESTIMATE)	\$ 394,021	\$ 489,025	\$ (95,004)	868,123
IMR Capitalized (ESTIMATE)	\$ -	\$ -	\$ -	(500,000)
Amortization Expense - Division	\$ 1,680,222	\$ 1,446,215	\$ 234,007	1,226,527
Photocopier Expense - offset	\$ -	\$ -	\$ -	-
Monsignor McCoy Board Contributions	\$ -	\$ 17,725	\$ (17,725)	
Interest on Capital Debt	\$ -	\$ -	\$ -	269
CAPITAL	\$ 2,074,243	\$ 1,952,965	\$ 121,278	1,594,919
Net	\$ -	\$ (17,725)	\$ 17,725	500,000

**Plant Operations & Maintenance
IMR Funding
2018-19**

Deferred IMR available from 2017-18	\$ 1,184,489	
2018-19 IMR - Deferred Revenue	857,441	
Total Deferred IMR Revenue (UDCR)	<u>2,041,930</u>	
less: IMR costs in 2018-19 to be capitalized	(1,148,016)	Transfer to EDCR
less: IMR costs in 2018-19 to be expensed	(394,021)	Expensed
2018-19 IMR Activity	<u>(1,542,037)</u>	
Total Deferred IMR available for 2019-20 (UDCR)	<u>499,893</u>	

Medicine Hat Catholic Board of Education

Three Year Forecast

2018-19 to 2020-21

FUNDING FRAMEWORK		RATE	ENROL	2017-18 Budget	Rate Change	2018-19 Budget	Rate Change	2019-20 Budget
BASE FUNDING								
Base Instruction (Grades 1-9)		\$ 6,679.79	1,807	\$ 12,070,381	0.000%	12,070,381	0.000%	12,070,381
Class Size Funding (Grades 1-3)		\$ 1,521.68	531	\$ 808,012	0.000%	808,012	0.000%	808,012
ECS Base Instruction		\$ 3,339.90	187	\$ 624,561	0.000%	624,561	0.000%	624,561
Pre-School Base Instruction (PUF Eligible)		\$ 3,339.90	110	\$ 367,389	0.000%	367,389	0.000%	367,389
Class Size Funding (ECS)		\$ 760.84	297	\$ 225,969	0.000%	225,969	0.000%	225,969
CEU Tier 1 (Grades 10-12)		\$ 190.85	514	\$ 3,033,179	0.000%	3,033,179	0.000%	3,033,179
CEU Tier 2		\$ 203.69	514	\$ 45,015	0.000%	45,015	0.000%	45,015
CEU Tier 3		\$ 227.03	514	\$ 363,021	0.000%	363,021	0.000%	363,021
CEU Tier 4		\$ 114.50	514	\$ 307,204	0.000%	307,204	0.000%	307,204
CEU ADLC Tier 1		\$ 83.97	514	\$ 73,393	0.000%	73,393	0.000%	73,393
CEU ADLC Tier 2		\$ 89.62	514	\$ 896	0.000%	896	0.000%	896
CEU ADLC Tier 3		\$ 99.89	514	\$ -	0.000%	-	0.000%	-
CEU portion from online partners		\$ -	-	\$ 11,000	0.000%	11,000	0.000%	11,000
1% Funding		\$ -	-	\$ -	0.000%	-	0.000%	-
Prior Year Funding Recovery		\$ -	-	\$ -	0.000%	-	0.000%	-
Total Base Funding				\$ 17,930,021		17,930,021		17,930,021
ADDITIONAL FUNDING-FOR DIFFERENTIAL FACTORS								
ECS Program Unit (PUF)		\$ 1,178.10	94	\$ 2,497,500	0.000%	2,497,500	0.000%	2,497,500
ESL & Franciscan		\$ -	100	\$ 110,741	0.000%	110,741	0.000%	110,741
First Nations Metis & Inuit Education		\$ -	0	\$ 117,810	0.000%	117,810	0.000%	117,810
Francophone Language Program		\$ -	0	\$ 13,315	0.000%	13,315	0.000%	13,315
Plant Operation & Maintenance		\$ -	0	\$ 2,132,611	0.000%	2,132,611	0.000%	2,132,611
Small Board Administration		\$ 471.24	0	\$ 249,771	0.000%	249,771	0.000%	249,771
Small Schools by Necessity		\$ -	0	\$ 382,297	0.000%	382,297	0.000%	382,297
Socio-Economic Status		\$ -	0	\$ 245,546	0.000%	245,546	0.000%	245,546
Inclusive Education		\$ 101.00	0	\$ 1,406,000	0.000%	1,406,000	0.000%	1,406,000
Equity of Opportunity		\$ -	0	\$ 249,420	0.000%	249,420	0.000%	249,420
Narrowing Teachers' Salary Gap		\$ -	0	\$ 6,490	0.000%	6,490	0.000%	6,490
Transportation		\$ -	0	\$ 1,172,115	0.000%	1,172,115	0.000%	1,172,115
Total Funding for Differential Factors				\$ 8,583,617		8,583,617		8,583,617
OTHER PROVINCIAL SUPPORT FUNDING								
Reduction in Administration Spending		\$ -	\$ (191,598)	0.000%	(191,598)	0.000%	(191,598)	(191,598)
Decrease of LAPP Employer Contributions		\$ -	\$ (18,197)	0.000%	(18,197)	0.000%	(18,197)	(18,197)
IMR - Expensed		\$ -	\$ 394,021	0.000%	394,021	0.000%	394,021	394,021
Total Other Provincial Support Funding			\$	184,226		184,226		184,226

FUNDING FRAMEWORK				RATE	ENROL	2017-18 Budget	Rate Change	2018-19 Budget	Rate Change	2019-20 Budget
ADDITIONAL TARGETED FUNDING										
ATRF Contributions		\$	1,546,092				0.000%	1,546,092		1,546,092
Nutrition Program		\$	166,000				0.000%	166,000		166,000
School Fees		\$	232,000				0.000%	232,000		232,000
Classroom Improvement Fund		\$	385,000				0.000%	-		-
High Speed Networking		\$	96,000				0.000%	96,000		96,000
Total Additional Targeted Funding		\$	2,425,092				0.000%	2,040,092		2,040,092
OTHER ALBERTA GOVERNMENT FUNDING										
Supported Capital Debt Interest-Alberta Finance		\$	-				0.000%	-		-
OTHER REVENUE										
Federal Government - ALBERTA EDUCATION		\$	-				0.000%	-		-
Other Alberta Government		\$	278,678				0.000%	278,678		278,678
Instructional Resource		\$	266,803				0.000%	266,803		266,803
Other Sales & Services		\$	322,900				0.000%	322,900		322,900
Investment Income		\$	35,000				0.000%	35,000		35,000
Rentals of Facilities		\$	17,640				0.000%	17,640		17,640
Other School Authorities		\$	69,000				0.000%	-		-
School Generated Funds		\$	945,693				0.000%	945,693		945,693
Amortization of Capital Allocations		\$	1,375,427				0.000%	1,375,427		1,375,427
Other Revenue		\$	13,000				0.000%	13,000		13,000
Total Other Funding		\$	3,325,141				0.000%	3,256,141		3,256,141
TOTAL DIVISION REVENUE		\$	32,448,096				-1.40%	31,994,096		31,994,096
EXPENDITURES										
Certificated Salaries		\$	13,694,347				0.000%	13,309,347		13,309,347
Certificated Benefits		\$	3,198,532				0.000%	3,198,532		3,198,532
Uncertificated Salaries		\$	6,065,790				0.000%	6,065,790		6,065,790
Uncertificated Benefits		\$	1,531,323				0.000%	1,531,323		1,531,323
Services Contracts and Supplies (adjusted for IMR)		\$	5,386,924				1.000%	5,440,794		5,495,201
SGF		\$	945,693				0.000%	945,693		945,693
Amort Exp		\$	1,680,222				0.000%	1,680,222		1,680,222
Interest on Capital Debt		\$	-				0.000%	-		-
Other Interest		\$	5,000				0.000%	5,000		5,000
TOTAL DIVISION EXPENDITURES		\$	32,507,832				-1.019%	32,176,701		32,231,109
TOTAL DIVISION REVENUE OVER EXPENSES		\$	(59,735)					(182,605)		(237,013)
Amortization Unsupported		\$	304,796					304,796		304,796
Increase (Decrease) to AOS		\$	245,060					122,191		67,783
Opening AOS		\$	762,780					1,007,840		1,130,031
Closing AOS		\$	1,007,840					1,130,031		1,197,814

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

Legal Name of School Jurisdiction

Contact Address, Telephone & Email Address

Name

Signature

Name _____

Signature

Name

Signature

Date _____

c.c. Alberta Education
c/o Robert Mah, 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

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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- 2018/2019 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:

The budget shall have a surplus to have the unrestricted reserve have a \$200,000 balance for August 31, 2019;
 Substantially met at \$192,284

Use of school developed enrollments based on registrations for determining enrollment;
 Met and included

Creation of a school based Chaplain;
 Met and included at \$30,000

Include only the financial impact from the ratified 2016-18 ATA collective agreement except for those required under legislation;
 Met and included

Assume no increases to staff covered under the support staff handbooks except for those required under legislation;
 Met - CUPE 1% increase included

No increases to schools and departments except those based on enrolment adjustments or documented need;
 \$24,000 for Religious Education Textbooks
 \$25,000 for Nutrition program as funded
 Transportation increase \$97,000 for Cameras and GPS plus Parent provided transportation required.
 Administration increase of \$60,000 (net) based on specified personnel matters.
 Capital expense increase of \$121,000 to find increased amortization expense from the modernization of Monsignor McCoy, Construction of École St. John Paul II
 School and IMR capitalization from 2017-18
 POM increases overall by \$48,000 from CUPE staffing adjustments, Utility increases, Insurance increases and grounds contract increase
 Early Education overall increase \$89,000 from opening new program at École St. John Paul II School as well as realignment of certain activities between PUF and Early Education plus increased needs and enrolment.

St. Thomas is closed except for those expenses needed for preservation;
 Met

St. John Paul II will be open. No additional funds to be provided for opening beyond those provided for under F&E budget. SGF and SBDM balances will be transferred from St. Thomas to provide for additional usage. Library staffing position transferred from St. Thomas to be increased to 0.50 FTE. Custodial staffing to be transferred from St. John Paul II will be adjusted to a 1.0 FTE;
 Met

ATA Staffing and Support Staff under the Support Staff handbook may be reduced to achieve the required balance;
 Included were appropriate

CIF staffing and expenditures eliminated
 Not Met as CIF reinstated by the Minister

Administration to assess potential spending savings; and,
 Included – details in Budget Analysis

Build in a \$150,000 ERIP budget for 2018-19
 Met

This budget was designed to address the AOS deficit in the unrestricted reserve and to address the yearly deficit. The intention is to bring the reserve into a state of health for the district. The closure of St. Thomas and the return of the former St. Louis School to the district will provide opportunities for the board for examining the capital plan including the develop of a three and 10 year capital plan including examining the number and use of facilities.

Significant Business and Financial Risks:

The district continues to address the systemic budget issues. There continues to be no provision within the budget for addressing collective bargaining issues. If the projected enrollment does not materialize then elements of the budget may need to be adjusted.

BUDGETED STATEMENT OF OPERATIONS
for the Year Ending August 31

	Approved Budget 2018/2019	Fall Budget Update 2017/2018	Actual Audited 2016/2017
REVENUES			
Alberta Education	\$26,093,849	\$26,488,621	\$25,944,373
Other - Government of Alberta	\$278,678	\$287,232	\$266,970
Federal Government and First Nations	\$0	\$0	\$0
Other Alberta school authorities	\$69,000	\$138,000	\$165,342
Out of province authorities	\$0	\$0	\$0
Alberta Municipalities-special tax levies	\$0	\$0	\$0
Property taxes	\$4,404,533	\$3,636,571	\$3,636,571
Fees	\$470,412	\$538,823	\$752,076
Other sales and services	\$832,332	\$826,988	\$954,660
Investment income	\$35,000	\$25,000	\$71,766
Gifts and donations	\$120,933	\$125,933	\$197,613
Rental of facilities	\$17,640	\$17,640	\$23,043
Fundraising	\$112,719	\$112,719	\$131,883
Gains on disposal of capital assets	\$0	\$0	\$0
Other revenue	\$13,000	\$13,000	\$17,649
TOTAL REVENUES	\$32,448,096	\$32,210,527	\$32,161,946
EXPENSES			
Instruction - Early Childhood Services	\$3,513,461	\$3,016,953	\$3,784,068
Instruction - Grades 1-12	\$21,273,427	\$22,040,097	\$21,716,155
Plant operations & maintenance	\$4,589,190	\$4,419,680	\$3,774,212
Transportation	\$1,233,229	\$1,136,048	\$1,154,804
Administration	\$1,702,728	\$1,642,632	\$1,541,547
External Services	\$411,636	\$480,529	\$388,266
TOTAL EXPENSES	\$32,723,671	\$32,735,939	\$32,359,051
ANNUAL SURPLUS (DEFICIT)	(\$275,575)	(\$525,412)	(\$197,105)

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

	Approved Budget 2018/2019	Fall Budget Update 2017/2018	Actual Audited 2016/2017
EXPENSES			
Certificated salaries	\$13,694,347	\$13,677,225	\$14,419,687
Certificated benefits	\$3,198,531	\$3,224,161	\$3,263,974
Non-certificated salaries and wages	\$6,065,790	\$6,058,018	\$6,257,519
Non-certificated benefits	\$1,531,323	\$1,620,599	\$1,446,850
Services, contracts, and supplies	\$6,548,457	\$6,705,921	\$5,805,190
Capital and debt services			
Amortization of capital assets			
Supported	\$1,375,427	\$1,123,566	\$788,400
Unsupported	\$304,796	\$322,649	\$361,005
Interest on capital debt			
Supported	\$0	\$0	\$269
Unsupported	\$0	\$0	\$0
Other interest and finance charges	\$5,000	\$3,800	\$332
Losses on disposal of capital assets	\$0	\$0	\$15,825
Other expenses		\$0	\$0
TOTAL EXPENSES	\$32,723,671	\$32,735,939	\$32,359,051

BUDGETED SCHEDULE OF FEE REVENUE
for the Year Ending August 31

	Approved Budget 2018/2019	Fall Budget Update 2017/2018	Actual 2016/2017
FEES			
TRANSPORTATION	\$5,000	\$5,276	\$5,276
BASIC INSTRUCTION SUPPLIES (Instructional supplies, & materials)	\$0	\$0	\$140,814
LUNCHROOM SUPERVISION & NOON HOUR ACTIVITY FEES	\$0	\$0	\$0
FEES TO ENHANCE BASIC INSTRUCTION			
Technology user fees	\$0	\$0	\$15,599
Alternative program fees	\$200,475	\$192,109	\$179,894
Fees for optional courses	\$45,548	\$78,020	\$73,389
ECS enhanced program fees	\$0	\$0	\$0
ACTIVITY FEES	\$60,047	\$17,893	\$77,445
Other fees to enhance education (Describe here)	\$0	\$0	\$0
NON-CURRICULAR FEES			
Extra-curricular fees	\$130,360	\$189,062	\$189,062
Non-curricular goods and services	\$26,982	\$28,518	\$42,622
NON-CURRICULAR TRAVEL	\$2,000	\$27,945	\$27,975
OTHER FEES (Describe here)	\$0	\$0	\$0
TOTAL FEES	\$470,412	\$538,823	\$752,076

*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 2018/2019	Fall Budget Update 2017/2018	Actual 2016/2017
Cafeteria sales, hot lunch, milk programs		\$88,392	\$126,135	\$126,135
Special events		\$81,696	\$89,071	\$89,071
Sales or rentals of other supplies/services		\$14,622	\$14,932	\$27,556
Out of district unfunded student revenue		\$0	\$0	\$0
International and out of province student revenue		\$20,000	\$19,600	\$8,500
Adult education revenue		\$0	\$0	\$0
Preschool		\$321,200	\$310,580	\$303,984
Child care & before and after school care		\$247,617	\$261,831	\$367,831
Lost item replacement fees		\$683	\$3,989	\$3,989
Bulk supply sales		\$0	\$0	\$0
Other (describe) Non-Curriculum Based After School Courses		\$0	\$850	\$850
Other (describe) Other sales (describe here)		\$0	\$0	\$0
Other (describe) Other sales (describe here)		\$0	\$0	\$0
Other (describe) Other sales (describe here)		\$0	\$0	\$0
Other (describe) Other sales (describe here)		\$0	\$0	\$0
TOTAL		\$774,210	\$826,988	\$927,916

BUDGETED SCHEDULE OF SUPPLEMENTARY DETAILS OF FEE REVENUE

for the Year Ending August 31

(A)	(B) Explanation of Other Costs (Column "C")	(C) Other Costs (Explain under (B)) 2018/2019	(D) Entry Fees and Admissions 2018/2019	(E) Transportation Component 2018/2019	(F) Supplies & Materials** 2018/2019	(G) Total 2018/2019
	FEES					
	TRANSPORTATION	\$0	\$0	\$5,000	\$0	\$5,000
	BASIC INSTRUCTION SUPPLIES (instructional supplies, & materials)	\$0	\$0	\$0	\$0	\$0
	LUNCHROOM SUPERVISION & NOON HOUR ACTIVITY FEES	\$0	\$0	\$0	\$0	\$0
	FEES TO ENHANCE BASIC INSTRUCTION					
	Technology user fees	\$0	\$0	\$0	\$0	\$0
	Alternative program fees	\$0	\$39,002	\$12,036	\$149,437	\$200,475
	Fees for optional courses	\$0	\$0	\$0	\$45,548	\$45,548
	ECS enhanced program fees	\$0	\$0	\$0	\$0	\$0
	ACTIVITY FEES					
	Other fees to enhance education	\$0	\$60,047	\$0	\$0	\$60,047
	NON-CURRICULAR FEES					
	Extra-curricular fees	\$0	\$0	\$0	\$130,360	\$130,360
	Non-curricular goods and services	\$0	\$0	\$0	\$26,982	\$26,982
	NON-CURRICULAR TRAVEL					
	OTHER FEES***					
		\$0	\$0	\$0	\$0	\$0
		\$0	\$0	\$0	\$0	\$0
		\$0	\$0	\$0	\$0	\$0
		\$0	\$0	\$0	\$0	\$0
	TOTAL FEES	\$0	\$99,049	\$17,036	\$354,327	\$470,412

**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 2018/2019

PROJECTED SCHEDULE OF CHANGES IN ACCUMULATED OPERATING SURPLUS (SUMMARY)

for the Year Ending August 31

	(1) ACCUMULATED OPERATING SURPLUS (2+3+4+7)	(2) INVESTMENT IN TANGIBLE CAPITAL ASSETS	(3) ENDOWMENTS	(4) ACCUMULATED SURPLUS FROM OPERATIONS (5+6)	(5) UNRESTRICTED SURPLUS	(6) INTERNALLY RESTRICTED OPERATING RESERVES	(7) CAPITAL RESERVES
Actual balances per AFS at August 31, 2017	\$2,647,880	\$1,664,611	\$0	\$944,269	(\$200,176)	\$1,144,445	\$39,000
2017/2018 Estimated Impact to AOS for:							
Prior period adjustment	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Estimated surplus/(deficit)	(\$525,412)			(\$525,412)	(\$525,412)		
Estimated board funded capital asset additions		\$17,725		(\$17,725)	(\$17,725)	\$0	\$0
Estimated disposal of unsupported tangible capital assets	\$0	\$0		\$0	\$0		\$0
Estimated amortization of capital assets (expense)		(\$1,446,215)		\$1,446,215	\$1,446,215		
Estimated capital revenue recognized - Alberta Education		\$1,123,566		(\$1,123,566)	(\$1,123,566)		
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	\$0		
Estimated unsupported debt principal repayment		\$0		\$0	\$0		
Estimated reserve transfers (net)		\$0		(\$6,500)	\$324,522	(\$331,022)	\$6,500
Estimated assumptions/transfers of operations (explain)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Estimated Balances for August 31, 2018	\$2,122,468	\$1,359,887	\$0	\$717,281	(\$96,142)	\$813,423	\$45,500
2018/2019 Budget projections for:							
Budgeted surplus/(deficit)	(\$275,575)			(\$275,575)	(\$275,575)		
Projected board funded capital asset additions		\$0		\$0	\$0	\$0	\$0
Budgeted disposal of unsupported tangible capital assets	\$0	\$0		\$0	\$0		
Budgeted amortization of capital assets (expense)		(\$1,680,223)		\$1,680,223	\$1,680,223		
Budgeted capital revenue recognized - Alberta Education		\$1,375,427		(\$1,375,427)	(\$1,375,427)		
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	\$0		
Budgeted unsupported debt principal repayment		\$0		\$0	\$0		
Projected reserve transfers (net)				(\$6,500)	\$259,209	(\$265,709)	\$6,500
Projected assumptions/transfers of operations (explain)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Projected Balances for August 31, 2019	\$1,846,893	\$1,054,891	\$0	\$740,002	\$192,288	\$547,714	\$52,000

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
	31-Aug-2019	31-Aug-2020	31-Aug-2021	31-Aug-2020	31-Aug-2021	31-Aug-2021
Projected opening balance	(\$96,142)	\$192,288	\$497,084	\$813,423	\$547,714	\$52,000
Projected excess of revenues over expenses (surplus only)	\$0	\$0	\$0	\$0	\$0	\$0
Budgeted disposal of unsupported tangible capital assets	\$0	\$0	\$0	\$0	\$0	\$0
Budgeted amortization of capital assets (expense)	\$1,680,223	\$1,680,223	\$1,680,223	\$0	\$0	\$0
Budgeted capital revenue recognized	(\$1,375,427)	(\$1,375,427)	(\$1,375,427)	\$0	\$0	\$0
Budgeted changes in Endowments	\$0	\$0	\$0	\$0	\$0	\$0
Budgeted unsupported debt principal repayment	\$259,209	\$0	\$0	(\$265,709)	\$0	\$0
Projected assumptions/transfers of operations	\$0	\$0	\$0	\$0	\$0	\$0
Projected reserves transfers (net)	(\$215,840)	\$0	\$0	\$0	\$0	\$0
Increase in (use of) school generated funds	\$0	\$0	\$0	\$0	\$0	\$0
New school start-up costs	\$0	\$0	\$0	\$0	\$0	\$0
Decentralized school reserves	(\$58,869)	\$0	\$0	\$0	\$0	\$0
Non-recurring certificated remuneration	(\$9,856)	\$0	\$0	\$0	\$0	\$0
Non-recurring non-certificated remuneration	\$0	\$0	\$0	\$0	\$0	\$0
Non-recurring contracts, supplies & services	\$0	\$0	\$0	\$0	\$0	\$0
Professional development, training & support	\$0	\$0	\$0	\$0	\$0	\$0
Salary negotiation expenses	\$0	\$0	\$0	\$0	\$0	\$0
Full-day kindergarten	\$0	\$0	\$0	\$0	\$0	\$0
English language learners	\$0	\$0	\$0	\$0	\$0	\$0
First nations, Metis, Inuit	\$0	\$0	\$0	\$0	\$0	\$0
OH&S / wellness programs	\$0	\$0	\$0	\$0	\$0	\$0
B & S administration organization / reorganization	\$0	\$0	\$0	\$0	\$0	\$0
Debt repayment	\$0	\$0	\$0	\$0	\$0	\$0
Fort McMurray wild fire related costs (unfunded)	\$0	\$0	\$0	\$0	\$0	\$0
Non-salary related programming costs (explain)	\$0	\$0	\$0	\$0	\$0	\$0
Repairs & maintenance - School building & land	\$0	\$0	\$0	\$0	\$0	\$0
Repairs & maintenance - Technology	\$0	\$0	\$0	\$0	\$0	\$0
Repairs & maintenance - Vehicle & transportation	\$0	\$0	\$0	\$0	\$0	\$0
Repairs & maintenance - Administration building	\$0	\$0	\$0	\$0	\$0	\$0
Repairs & maintenance - POM building & equipment	\$0	\$0	\$0	\$0	\$0	\$0
Repairs & maintenance - Other (explain)	\$0	\$0	\$0	\$0	\$0	\$0
Capital costs - School land & building	\$0	\$0	\$0	\$0	\$0	\$0
Capital costs - School modernization	\$0	\$0	\$0	\$0	\$0	\$0
Capital costs - School modular & additions	\$0	\$0	\$0	\$0	\$0	\$0
Capital costs - School building partnership projects	\$0	\$0	\$0	\$0	\$0	\$0
Capital costs - Technology	\$0	\$0	\$0	\$0	\$0	\$0
Capital costs - Vehicle & transportation	\$0	\$0	\$0	\$0	\$0	\$0
Capital costs - Administration building	\$0	\$0	\$0	\$0	\$0	\$0
Capital costs - POM building & equipment	\$0	\$0	\$0	\$0	\$0	\$0
Capital costs - Other	\$0	\$0	\$0	\$0	\$0	\$0
Building leases	\$0	\$0	\$0	\$0	\$0	\$0
Surplus from International Programs	\$9,000	\$0	\$0	\$0	\$0	\$0
Other 2 - please use this row only if no other row is appropriate	\$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
Other 4 - please use this row only if no other row is appropriate	\$0	\$0	\$0	\$0	\$0	\$0
Estimated closing balance for operating contingency	\$192,288	\$497,084	\$801,880	\$547,714	\$547,714	\$52,000

Total surplus as a percentage of 2019 Expenses
ASO as a percentage of 2019 Expenses

2.42%
3.35%

2.26%
3.19%

4.28%
4.17%

**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 2017/2018, 2018/2019, 2019/2020, and 2020/2021 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:

2017/2018

Provide an explanation of material changes from the fall budget update originally submitted in November, 2017 for annual operating surplus (deficit), capital acquisitions, endowments, and/or other changes affecting unrestricted surplus, operating reserves, and capital reserves.

No material change from Fall Budget Update

Revenue

The revenue of the district has improved on an adjusted basis by \$289,000 mainly cause by the following:

Number of PUF children increased from the budgeted forecast of 110 to 145 resulting in an increase of nearly \$100,000

Small schools by Necessity grant improved by \$129,000 as the government now recognizes three of the four small schools as being necessary as opposed to two of four earlier.

IMR decreased by \$37,000 based on expected capitalization. The effect of this is neutral as the expense decreases on an equal basis.

Supported Amortization decreased by \$105,000 based on a recalculation of what the current year actual will be. The effect of this is neutral as the expense decreases on an equal basis.

Investment Income expected to be \$17,000 better than expected based on actual interest earned.

Expenditures

Overall the expenditures on an adjusted basis increased \$65,000

Instruction expenditures decreased \$503,201

Instructional Pool

No material changes

Instructional Staffing Expected spending decreased \$302,000 (less than 2% of the staffing budget) Certificated staffing costs were lower by \$74,000. Certificated benefits lower by \$145,000 Uncertificated Staffing lower by \$22,000. Uncertificated benefits lower by \$74,000. This area is being examined in the 2018-19 budget looking at the rates and utilizations

Religious Ed Trend is an overall savings of \$13,000 mainly in staffing areas.

School Budgets

Overall savings of \$176,000, however this area was not examined in detail as any savings or overrun would be absorbed by the schools reserve, unless there is board direction to claw-back funding from the schools.

SGF

Overall savings of \$87,000 however this area was not examined in detail as any savings or overrun would be absorbed by the schools reserve, unless there is board direction to claw-back funding from the schools.

Technology Overall savings of \$103,000. \$53,000 on savings from not hiring IT Director. \$49,000 savings on other areas, mainly with repairs and maintenance

Learning Services Over budget by \$113,000. Uncertificated salaries is the major driver as there are more FTE than budgeted.

PUF Over budget by \$60,000. Mainly on contracted services

Early Education Under-budget by \$26,000

Plant Operations and Maintenance Over budget by \$75,000. Custodial salaries higher than budget by \$35,000

Repairs and Maintenance and Utilities needed adjusted based on realized utilizations - \$31,000

Transportation Over budget by \$67,000. The parent provided contracts were under estimated in the spring and fall budgets.

Board and System Admin Overall Savings of \$15,000. Legal costs were \$26,000 over budget. Savings in other areas such as public relations, contracted services professional development, repairs and maintenance, Dues and Fees

2018/2019

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

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 2017/2018, 2018/2019, 2019/2020, and 2020/2021 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:

2019/2020

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

Estimated balanced budgets for 2019-20

2020/2021

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

Estimated Balanced Budget for 2020-2021

August 31, 2021

Describe the jurisdiction's intended use of unrestricted surplus, operating reserves, and capital reserves balances expected as at August 31, 2021.

The amount reflects 4.28% of the budget. This is an operating amount to be used to address enrolment pressures in-year as well as unfunded needs if presented. This reflects the 5-days operation based on the estimates. Without understanding government funding in 2019-20 and 2020-21 it is difficult to say with certainty what the balance will be.

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

	Budgeted 2018/2019 (Note 2)	Actual 2017/2018	Actual 2016/2017	Notes
GRADES 1 TO 12				
Eligible Funded Students:				
Grades 1 to 9	1,807	1,737	1,683	Head count
Grades 10 to 12	514	525	617	Note 3
Total	2,321	2,262	2,300	Grades 1-12 students eligible for base instruction funding from Alberta Education.
Percentage Change	2.6%	-1.7%		
Other Students:				
Total	-	-	-	Note 4
Total Net Enrolled Students	2,321	2,262	2,300	
Home Ed and Blended Program Students	-	-	-	Note 5
Total Enrolled Students, Grades 1-12	2,321	2,262	2,300	
Percentage Change	2.6%	-1.7%		
Of the Eligible Funded Students:				
Students with Severe Disabilities	72	72	70	FTE of students with severe disabilities as reported by the board via PASI
Students with Mild/Moderate Disabilities	260	244	268	FTE of students identified with mild/moderate disabilities as reported by the board via PASI.

EARLY CHILDHOOD SERVICES (ECS)

Eligible Funded Children	297	306	282	ECS children eligible for ECS base instruction funding from Alberta Education.
Other Children	-	6	-	ECS children not eligible for ECS base instruction funding from Alberta Education.
Total Enrolled Children - ECS	297	312	282	
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	149	156	141	
Percentage Change	-4.8%	10.6%		
Of the Eligible Funded Children:				
Students with Severe Disabilities	135	136	142	FTE of students with severe disabilities as reported by the board via PASI.
Students with Mild/Moderate Disabilities	49	49	40	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 2016/2017 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 2018/2019	Actual 2017/2018	Fall Budget 2017/2018	Actual 2016/2017	Notes
CERTIFICATED STAFF					
School Based	131.1	132.8	132.8	138.7	Teacher certification required for performing functions at the school level.
Non-School Based	5.0	5.0	5.0	5.0	Teacher certification required for performing functions at the system/central office level.
Total Certificated Staff FTE	136.1	137.8	137.8	143.7	FTE for personnel possessing a valid Alberta teaching certificate or equivalency
Percentage change from prior period	-1.2%	-4.1%	-1.2%	-4.1%	
If an average standard cost is used, please disclose rate:					
Student F.T.E. per certificated Staff	\$ 108,081	\$ 107,080		\$ 107,195	
Certificated Staffing Change due to:					
Enrollment Change					(5.9) If negative change impact, the small class size initiative is to include any/all teachers retained.
Small Class Size Initiative					n/a If enrollment change impact on teacher FTEs is negative, include any/all teachers retained.
Other Factors	(1.7)				n/a (Teacher required) Adjust for LT enrollment decline in past with no corresponding reduction of staffing - High School
Total Change	(1.7)				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					n/a FTEs
Other (retirement, attrition, etc.)	(1.7)				Decrease (negative) 8 Early Retirements issued this year
Total Negative Change in Certificated FTEs	(1.7)				n/a Breakdown required where year-over-year total change in Certificated FTE is 'negative' only.
Please Allocate					
NON-CERTIFICATED STAFF					
Instructional	109.8	119.9	119.9	134.5	Personnel providing instruction support for schools under 'instruction' program areas.
Plant Operations & Maintenance	20.5	20.6	20.6	21.6	Personnel providing support to maintain school facilities
Transportation	0.3	0.3	0.3	0.3	Personnel providing direct support to the transportation of students to and from school
Other	19.0	15.9	15.9	15.2	Personnel in Board & System Admin and External service areas.
Total Non-Certificated Staff FTE	149.6	156.7	156.7	171.6	FTE for personnel not possessing a valid Alberta teaching certificate or equivalency.
Percentage Change	-4.5%	-5.7%	-4.5%	-8.7%	
Explanation of Changes:					
Admin reduction of 0.42 FTE (Position to support school website and community communications). Information Technology increase in instruction to support schools. Preschool supports increased 3.52 (Other) PLUF decrease 3.26 FTE based on funding budget. Learning Services decrease 3.48 FTE based on specific student needs. School Budgets reduce 4.16 as school reserves not able to sustain. Custodian reduction of 0.13 with school closure.					
Additional Information					
Are non-certificated staff subject to a collective agreement?					
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.					
Only custodial staff are covered under CUPE. All other non-certificated staff are not under a collective agreement.					

BOARD AND SYSTEM ADMINISTRATION	
2018/2019 EXPENSES UNDER (OVER) MAXIMUM LIMIT	
TOTAL EXPENSES (From "Total" column of Line 28 of Schedule of Program Operations)	\$32,723,671
Enter Number of Net Enrolled Students:	2,321
Enter Number of Funded (ECS) Children:	297
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%
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%).	
STEP 2	
A. Calculate maximum expense limit amounts for Board and System Administration expenses	
Maximum Expense Limit percentage (Step 1) x TOTAL EXPENSES	\$1,719,809
B. Considerations for Charter Schools and Small School Boards:	
If charter schools and small school boards,	
The amount of Small Board Administration funding (Funding Manual Section 1.13)	\$249,771
2018/2019 MAXIMUM EXPENSE LIMIT (the greater of A or B above)	\$1,719,809
Actual Board & System Administration from G31 of "Budgeted Statement of Operations"	\$1,702,728
Amount Overspent	\$0

5.20%

Our Motto:

"Showing the face of Christ to all."

