

# BUDGET REPORT

## FOR THE YEAR ENDING AUGUST 31, 2014

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

**Greater St. Albert Roman Catholic Separate School District No. 734**

Legal Name of School Jurisdiction

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<b>BOARD CHAIR</b>	
Mrs. Rosaleen McEvoy Name	" Original Signed " Signature
<b>SUPERINTENDENT</b>	
Mr. David Keohane Name	" Original Signed " Signature
<b>SECRETARY TREASURER</b>	
Mrs. Deborah Schlag Name	" Original Signed " Signature
<p><b>Certified An accurate summary of the year's budget approved by the Board of Trustees at its meeting held</b> <u>May 27, 2013</u> <b>.</b> Date</p>	

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Color coded cells:

blue cells: require the input of data/descriptors wherever applicable.  
 salmon cells: contain referenced juris. information - protected

Grey cells: data not applicable - protected  
 white cells: within text boxes REQUIRE the input of points and data.

### HIGHLIGHTS, PLANS, ASSUMPTIONS AND RISKS SUMMARY- 2013/2014 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:**

For 2013-2014, Class size and Inclusive Education funding rates increase by 2.00%. All other funding rates including Base Instruction remain the same as for 2012-2013. AISI funding is suspended and Fuel Price Contingency and LRCA grants are discontinued.

More than 83% of all revenue received goes directly to the classroom and the Board Approved Class Size has remained the same as in 2012-13. The district expects a decline in certificated staff of approximately 11.5 FTE and a further reduction of non-certificated staff by approximately 6 positions - as a combined result of the reorganization of the Admin & Governance envelope and an expected decline in overall enrolment.

On average, approximately 75.3% of the district's overall expenses go toward personnel costs (salary and benefits), which is consistent with previous years, given that GSACRD contracts out both transportation and custodial services.

The District is projecting an Accumulated Operating Surplus of just over \$1M, with a balanced operating budget for 2013-14., supporting the philosophy that this year's dollars are spent on this year's students.

Instructional spending is projected at \$9,560 per FTE student for 2013-14.

Operational spending is projected at \$11,910 per FTE student for 2013-14.

Based on this budget, the estimated Accumulated Operating Surplus of \$1,073,606 expected on August 31, 2014 is 1.6% of budgeted revenue and represents only 3.19 days of budgeted operating expenditures (based on 200 days).

#### **Significant Business and Financial Risks:**

While economic conditions have improved across Canada, recovery is slower in the gov't sector (90% of GSACRD's funding comes from the AB Gov't.) and funding to school boards across the province have been impacted by that reality, with a further impact by the 10% reduction to the Admin & Governance Envelope.

Expectations are for increased demands by English Language Learners as we see increased numbers of immigrants moving to and settling in major Alberta centres in and around the Capital region, such as St. Albert, Morinville, and Legal.

The first capital priority remains the completion of the Phase 2 modernization at St. Albert Catholic High School.

High School staffing is based on estimated CEU's for which close monitoring is required. It is always difficult when expenditures are fixed and revenues are estimated and not confirmed until after the school year has been completed. The generation of 535 CEU's roughly covers the cost of a single teacher at the high school level. Mid year corrections are often a challenge but may need to become a reality should estimates fail to transpire.

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

	Approved Budget 2013/2014	Final Approved Budget 2012/2013	Actual 2011/2012
<b>REVENUES</b>			
Government of Alberta	\$60,551,457	\$63,191,008	\$64,689,343
Federal Government and/or First Nations	\$121,440	\$121,752	\$122,821
Other Alberta school authorities	\$60,275	\$0	\$658,382
Out of province authorities	\$0	\$0	\$0
Alberta Municipalities-special tax levies	\$0	\$0	\$0
Fees	\$3,089,350	\$2,786,970	\$3,032,595
Other sales and services	\$110,000	\$108,400	\$113,081
Investment income	\$38,000	\$30,000	\$50,400
Gifts and donations	\$51,000	\$100,000	\$105,004
Fundraising	\$233,000	\$355,000	\$233,332
Rental of facilities	\$111,937	\$91,360	\$125,583
Gain on disposal of capital assets	\$0	\$0	\$0
Amortization of capital allocations	\$1,629,691	\$1,649,737	\$1,683,711
Other revenue	\$1,215,771	\$1,770,677	\$1,517,831
<b>TOTAL REVENUES</b>	\$67,211,921	\$70,204,904	\$72,332,083
<b>EXPENSES</b>			
ECS - Grade 12 Instruction	\$53,950,794	\$55,499,778	\$57,524,503
Operations & Maintenance of Schools and Maintenance Shops	\$7,387,198	\$7,937,271	\$7,600,597
Transportation	\$2,972,463	\$3,072,391	\$2,911,351
Board & System Administration	\$2,419,630	\$2,811,118	\$2,759,529
External Services	\$481,836	\$957,400	\$1,381,475
<b>TOTAL EXPENSES</b>	\$67,211,921	\$70,277,958	\$72,177,455
<b>ANNUAL SURPLUS (DEFICIT)</b>	\$0	(\$73,054)	\$154,628

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

	Approved Budget 2013/2014	Final Approved Budget 2012/2013	Actual 2011/2012
<b>EXPENSES</b>			
Certificated salaries	\$31,719,523	\$34,258,663	\$34,376,920
Certificated benefits	\$6,978,293	\$7,446,737	\$7,259,703
Non-certificated salaries and wages	\$9,394,231	\$9,255,155	\$10,025,334
Non-certificated benefits	\$2,536,442	\$2,406,340	\$2,729,785
Services, contracts, and supplies	\$14,216,701	\$14,383,340	\$15,078,768
<b>Capital and debt services</b>			
<b>Amortization of capital assets</b>			
supported	\$1,629,691	\$1,649,737	\$1,683,711
unsupported	\$425,000	\$462,742	\$526,243
<b>Interest on capital debt</b>			
supported	\$312,040	\$392,744	\$470,546
unsupported	\$0	\$0	\$0
Other interest charges	\$0	\$22,500	\$26,445
Loss on disposal of capital assets	\$0	\$0	\$0
Other expense	\$0	\$0	\$0
<b>TOTAL EXPENSES</b>	\$67,211,921	\$70,277,958	\$72,177,455

**PROJECTED STATEMENT OF CHANGES IN NET ASSETS (SUMMARY)**  
for the Year Ending August 31

	(1)	(2)	(3)	(4)	(5)	(6)
	TOTAL NET ASSETS (2+3+6)	INVESTMENT IN CAPITAL ASSETS	ACCUMULATED OPERATING SURPLUS (4+5)	UNRESTRICTED NET ASSETS	INTERNALLY RESTRICTED NET ASSETS	
					OPERATING RESERVES	CAPITAL RESERVES
<b>Actual balances per AFS at August 31, 2012</b>	\$5,486,030	\$4,515,393	\$772,012	\$772,012	\$0	\$198,625
<b>2012/2013 Estimated impact to net assets for:</b>						
Estimated surplus(deficit)	(\$155,035)			(\$155,035)		
Estimated Board funded capital asset additions		\$200,000		(\$200,000)	\$0	
Estimated Amortization of capital assets (expense)		(\$2,118,166)		\$2,118,166		
Estimated Amortization of capital allocations (revenue)		\$1,686,537		(\$1,686,537)		
Estimated Unsupported debt principal repayment		\$0		\$0		
Estimated reserve transfers (net)				\$0	\$0	\$0
Estimated Assumptions/Transfers of Operations	\$320,494	\$0	\$0	\$0	\$0	\$320,494
<b>Estimated Balances for August 31, 2013</b>	\$5,651,489	\$4,283,764	\$848,606	\$848,606	\$0	\$519,119
<b>2013/2014 Budget projections for:</b>						
Budgeted surplus(deficit)	\$0			\$0		
Projected Board funded capital asset additions		\$200,000		(\$200,000)	\$0	\$0
Budgeted Amortization of capital assets (expense)		(\$2,054,691)		\$2,054,691		
Budgeted Amortization of capital allocations (revenue)		\$1,629,691		(\$1,629,691)		
Budgeted Unsupported debt principal repayment		\$0		\$0		
Projected reserve transfers (net)				\$0	\$0	\$0
Projected Assumptions/Transfers of Operations	\$0	\$0	\$0	\$0	\$0	\$0
<b>Projected Balances for August 31, 2014</b>	\$5,651,489	\$4,058,764	\$1,073,606	\$1,073,606	\$0	\$519,119

**ANTICIPATED CHANGES IN NET ASSETS SUMMARY- 2013/2014 BUDGET REPORT**

The following explains the anticipated changes to Unrestricted Net Assets, Investment in Capital Assets, Operating Reserves and Capital Reserves for 2012/2013 and 2013/2014 and breaks down the planned additions to unsupported capital.

Historical trend has supported Board funded purchases of assets of approximately \$200,000 per year, which has also been used as an estimate for both 2012-13 and 2013-14.

Proceeds from Property Disposition in the amount of \$320,494 are expected in 2012-13 and since this will be reported separately on the Statement of Operations, and eventually transferred to Capital Reserves, entry in Unrestricted Net Assets will be a contribution on one line and a reduction on another, creating a net effect of \$0 - therefore those entries have been excluded from column 4 for illustrative purposes.

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

	Budgeted 2013/2014 (Note 2)	Actual 2012/2013	Actual 2011/2012	Notes
<b>GRADES 1 TO 12</b>				
<b>Eligible Funded Students:</b>				
Grades 1 to 9	4,310	4,362	4,398	Head count
Grades 10 to 12	1,335	1,412	1,589	Note 3
Total	5,645	5,774	5,987	Grades 1-12 students eligible for base instruction funding from Alberta Education.
<b>Other Students:</b>				
Total	17	17	16	Note 4
<b>Total Net Enrolled Students</b>	5,662	5,791	6,003	
<b>Home Ed and Blended Program Students</b>	5	5	7	Note 5
<b>Total Enrolled Students, Grades 1-12</b>	5,667	5,796	6,010	
<b>Of the Eligible Funded Students:</b>				
Severely Disabled Students served	170	170	156	Total eligible funded severely disabled student FTEs; including Code 40s (excluding Code 47s).
<b>EARLY CHILDHOOD SERVICES (ECS)</b>				
<b>Eligible Funded Children</b>	450	482	507	ECS children eligible for ECS base instruction funding from Alberta Education.
<b>Other children</b>	-	-	-	ECS children not eligible for ECS base instruction funding from Alberta Education.
<b>Total Enrolled Children - ECS</b>	450	482	507	
<b>Program Hours</b>	575	582	524	Minimum: 475 Hours
<b>FTE Ratio</b>	0.605	0.613	0.552	Actual hours divided by 950
<b>FTE's Enrolled, ECS</b>	272	295	280	
<b>Of the Eligible Funded Children:</b>				
Severely Disabled Children served	40	37	69	Total eligible funded severely disabled children FTEs, including Code 40 children in program units.
<b>NOTES:</b>				
1) Enrolment is to be completed WHEREVER APPLICABLE and are 'as at September 30th' for each year.				
2) Budgeted enrolment is to be based on best information available at time of the 2013/2014 budget report preparation.				
3) The # of FTE grade 10-12 students is determined by taking the total # of students' credits / 35; where 35 CEU's = 1 FTE.				
4) Other Grade 1-12 students that are not eligible for base instruction funding from Alberta Education include First Nations students living on reserves for which tuition fee payments are made from Band or INAC (Code 330), students younger than 5 1/2 or older than 20, and out-of-province and foreign students.				
5) Because they are funded separately, Home Education students are not included with total net enrolled students. In the blended program, funding per student is pro-rated on the percentage of the student's program which is taken at school and at home; home education students are assigned a weighting of 0.25 FTE for base funding.				

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

	Budgeted 2013/2014	Actual 2012/2013	Actual 2011/2012	Notes
<b><u>CERTIFICATED STAFF</u></b>				
School Based	318.5	323.9	342.7	Teacher certification required for performing functions at the school level.
Non-School Based	11.5	17.6	20.3	Teacher certification required for performing functions at the system/central office level.
Total Certificated Staff FTE	330.0	341.5	363.0	FTE for personnel possessing a valid Alberta teaching certificate or equivalency.
<b>Certificated Staffing Change due to:</b>				
Enrolment Change	(6.0)	(6.0)	(3.8)	If negative change impact, the small class size initiative is to include any/all teachers retained.
Other Factors	(5.5)	(15.5)	-	Descriptor (required): Secondments; Grants concluding; positions not filled
Total Change	(11.5)	(21.5)	(3.8)	Year-over-year change in Certificated FTE
<b>Breakdown, where total change is Negative:</b>				
Continuous contracts terminated		-	-	FTEs
Non-permanent contracts not being renewed	(5.5)	(6.5)	-	FTEs
Other (retirement, attrition, etc.)	(6.0)	(15.0)	(3.8)	Descriptor (required): Retirements
Total Negative Change in Certificated FTEs	(11.5)	(21.5)	(3.8)	Breakdown required where year-over-year total change in Certificated FTE is 'negative' only.
<b><u>NON-CERTIFICATED STAFF</u></b>				
Instructional	165.0	167.0	176.1	Personnel providing instruction support for schools under 'Instruction' program areas.
Non-Instructional	26.6	30.5	31.6	Personnel in Transportation, Board & System Admin., O&M and External service areas.
Total Non-Certificated Staff FTE	191.6	197.4	207.7	FTE for personnel not possessing a valid Alberta teaching certificate or equivalency.
<b>Non-Certificated Staffing Change due to:</b>				
Enrolment Change	(2.0)	(9.0)	(2.3)	FTEs
Other Factors	(3.8)	(1.3)	-	Descriptor (required): Restructuring @ District Office & Operations
Total Change	(5.8)	(10.3)	(2.3)	Year-over-year change in Non-Certificated FTE