

BUDGET REPORT

FOR THE YEAR ENDING AUGUST 31, 2010

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

Holy Spirit Separate Regional Division No. 4

Legal Name of School Jurisdiction

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Nadine King Name	BOARD CHAIR	ORIGINAL SIGNED Signature
Chris Smeaton Name	SUPERINTENDENT	ORIGINAL SIGNED Signature
Lisa Palmarin Name	SECRETARY TREASURER	ORIGINAL SIGNED Signature

Certified a true and correct summary of the year's budget approved by the Board of Trustees at its meeting held November 25, 2009 .

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Color coded cells:

 blue cells: require the input of data/descriptors wherever applicable.	 Grey cells: data not applicable - protected
 salmon cells: contain referenced juris. information - protected	 white cells: within text boxes REQUIRE the input of points and data.

HIGHLIGHTS, PLANS, ASSUMPTIONS AND RISKS SUMMARY- 2009/2010 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 & Assumptions:

A new student-based funding model has been designed to ensure an equitable allocation of resources for all students. This model recognizes that each student has different needs and therefore the costs associated with those needs may be different. With the exception of FNMI funds, the retention of funds at the division level for instruction has been virtually eliminated. The Board has committed to assessing the attendance, learning engagement and learning challenges of FNMI students to further their success. A plan is currently being developed by a committee of the Learning Leadership Team that will result in an improvement in the learning outcomes of the school division's FNMI students.

Assumption that AAWEI is 4.83%

Actual September 30, 2009.

Class size guidelines will be met for grades 4 to 6, 7 to 9 and 10 to 12
At the school level, wages and benefits amount to 94% of basic programming expenditures. This is consistent with prior years.

Budgeted surplus of \$100,000, which the Board will move into reserves.

Significant Business and Financial Risks:

Wage increases for unionized staff exceed grant increases. The continued escalation of salaries and benefits is not sustainable. The gap between costs and funding continues to place stress upon the school division's ability to have adequate resources for student learning.

Specific Strategies to Reduce Class Size Averages:

(If your jurisdiction is not projected to meet the ACOL guidelines at a particular grade grouping, what does this budget contain to address this circumstance?)

<u>ACOL Grade Grouping</u>	<u>Met / Not Met</u>	<u>Specific class size average reduction strategies</u>
K to 3:	NOT MET	
4 to 6:	MET	
7 to 9:	MET	
10 to 12:	MET	

BUDGETED STATEMENT OF REVENUES AND EXPENSES
for the Year Ending August 31

	Approved Budget 2009/2010	Final Approved Budget 2008/2009	Actual 2007/2008
REVENUES			
Government of Alberta	\$40,768,954	\$39,026,392	\$38,638,911
Federal Government and/or First Nations	\$1,384,000	\$1,211,654	\$1,088,880
Other Alberta school authorities	\$7,000	\$7,000	\$0
Out of province authorities	\$0	\$0	\$0
Alberta Municipalities-special tax levies	\$0	\$0	\$0
Instruction resource fees	\$295,920	\$160,051	\$624,317
Transportation fees	\$0	\$0	\$0
Other sales and services	\$430,974	\$424,919	\$228,419
Investment income	\$0	\$0	\$26,056
Gifts and donations		\$0	\$0
Rentals of facilities	\$0	\$0	\$0
Net school generated funds	\$738,702	\$750,000	\$738,702
Gains on disposal of capital assets	\$0	\$100,000	\$0
Amortization of capital allocations	\$1,552,323	\$1,393,489	\$1,411,769
TOTAL REVENUES	\$45,177,873	\$43,073,505	\$42,757,054
EXPENSES			
Certificated salaries	\$21,493,418	\$21,032,824	\$21,004,210
Certificated benefits	\$2,407,402	\$2,374,297	\$2,595,799
Non-certificated salaries and wages	\$8,177,302	\$7,122,098	\$7,659,662
Non-certificated benefits	\$2,504,601	\$2,552,010	\$2,235,946
Services, contracts and supplies	\$7,730,235	\$7,177,378	\$6,384,492
Net school generated funds	\$738,702	\$750,000	\$738,702
Capital and debt services			
Amortization of capital assets			
supported	\$1,552,323	\$1,393,489	\$1,411,769
unsupported	\$368,209	\$179,140	\$210,171
Interest on capital debt			
supported	\$105,681	\$133,665	\$159,113
unsupported	\$0	\$0	\$0
Other interest charges	\$0	\$0	\$0
Losses on disposal of capital assets	\$0	\$0	\$0
TOTAL EXPENSES	\$45,077,873	\$42,714,901	\$42,399,864
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENSES	\$100,000	\$358,604	\$357,190

BUDGETED ALLOCATION OF REVENUES AND EXPENSES (BY PROGRAM)
for the Year Ending August 31

	Approved Budget 2009/2010	Final Approved Budget 2008/2009	Actual 2007/2008
REVENUES			
ECS - Grade 12 Instruction	\$35,273,508	\$34,170,574	\$33,833,287
Operations & Maintenance of Schools and Maintenance Shops	\$6,496,307	\$5,330,048	\$5,902,090
Transportation	\$1,286,298	\$1,279,702	\$1,269,271
Board & System Administration	\$2,121,760	\$2,293,181	\$1,752,406
External Services	\$0	\$0	\$0
TOTAL REVENUES	\$45,177,873	\$43,073,505	\$42,757,054
EXPENSES			
ECS - Grade 12 Instruction	\$35,273,508	\$33,920,574	\$34,282,293
Operations & Maintenance of Schools and Maintenance Shops	\$6,496,307	\$5,321,444	\$5,501,892
Transportation	\$1,286,298	\$1,279,702	\$1,052,850
Board & System Administration	\$2,021,760	\$2,193,181	\$1,562,729
External Services	\$0	\$0	\$0
TOTAL EXPENSES	\$45,077,873	\$42,714,901	\$42,399,764

**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
Actual balances per AFS at August 31, 2008	\$4,001,671	\$3,962,823	\$38,848	\$38,848	\$0	\$0
2008/2009 Estimated impact to net assets for:						
Estimated surplus(deficit)	\$1,978,635			\$1,978,635		
Estimated Board funded capital asset additions		\$742,233		(\$742,233)	\$0	\$0
Estimated Amortization of capital assets (expense)		(\$1,784,521)		\$1,784,521		
Estimated Amortization of capital allocations (revenue)		\$1,552,323		(\$1,552,323)		
Estimated Unsupported debt principal repayment		\$0		\$0		
Estimated Net reserve transfers				(\$1,507,448)	\$722,024	\$785,424
Estimated Assumptions/Transfers of Operations	\$0	\$0	\$0	\$0	\$0	
Estimated Balances for August 31, 2009	\$5,980,306	\$4,472,858	\$722,024	\$0	\$722,024	\$785,424
2009/2010 Budget Projections for:						
Budgeted surplus(deficit)	\$100,000			\$100,000		
Projected Board funded capital asset additions		\$221,693			\$0	(\$221,693)
Budgeted Amortization of capital assets (expense)		(\$1,920,532)		\$1,920,532		
Budgeted Amortization of capital allocations (revenue)		\$1,552,323		(\$1,552,323)		
Budgeted Unsupported debt principal repayment		\$0		\$0		
Projected Net reserve transfers				\$0	\$0	\$0
Projected Assumptions/Transfers of Operations	\$0	\$0	\$0	(\$100,000)	\$100,000	
Projected Balances for August 31, 2010	\$6,080,306	\$4,326,342	\$1,190,233	\$368,209	\$822,024	\$563,731

ANTICIPATED CHANGES IN NET ASSETS SUMMARY- 2009/2010 BUDGET REPORT

The following explains the anticipated changes to Unrestricted Net Assets, Investment in Capital Assets, Operating Reserves and Capital Reserves for 2008/2009 and 2009/2010 and breaks down the planned additions to unsupported capital.

The school division sold 2 parcels of land in 2008/09. This will result in a gain of approximately \$600,000. These funds, along with an additional \$100,000 will be transferred into capital reserves. The Board further will transfer the balance of unrestricted net assets into operating reserves.

The Board is planning to transfer \$221,693 from capital reserves in order to fund capital asset additions in 2009/2010. In addition, the budgeted surplus of \$100,000 will be moved into reserves in order to continue to build the Board's A.O.S. to the target of 2.5% of operating expenditures. By August 31, 2009, it is anticipated that the A.O.S. will be at 1.83%

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

	Budgeted 2009/2010 (Note 2)	Actual 2008/2009	Actual 2007/2008	Notes
GRADES 1 TO 12				
Eligible Funded Students:				
Grades 1 to 9	2,936	2,919	3,002	Head count
Grades 10 to 12	992	1,044	1,128	Note 3
Total	3,928	3,963	4,130	Grades 1-12 students eligible for base instruction funding from Alberta Education.
Other Students:				
Total	129	125	159	Note 4
Total Net Enrolled Students	4,057	4,088	4,289	
Home Ed and Blended Program Students	-	-	-	Note 5
Total Enrolled Students, Grades 1-12	4,057	4,088	4,289	
Of the Eligible Funded Students:				
Severely Disabled Students served	206	199	198	Total eligible funded severely disabled student FTEs; including Code 40s (excluding Code 47s).

EARLY CHILDHOOD SERVICES (ECS)

Eligible Funded Children	442	438	428	ECS children eligible for ECS base instruction funding from Alberta Education.
Other children	11	5	7	ECS children not eligible for ECS base instruction funding from Alberta Education.
Total Enrolled Children - ECS	453	443	435	
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	227	222	218	
Of the Eligible Funded Children:				
Severely Disabled Children served	133	146	35	Total eligible funded severely disabled children FTEs, including Code 40 children in program units.

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 this 2008/2009 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 INAC (Code 330), students younger than 5 1/2 or older than 19, 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 2009/2010	Actual 2008/2009	Actual 2007/2008	Notes
CERTIFICATED STAFF				
School Based	236.1	243.8	251.1	Teacher certification required for performing functions at the school level.
Non-School Based	8.2	7.5	7.5	Teacher certification required for performing functions at the system/central office level.
Total Certificated Staff FTE	244.3	251.3	258.6	FTE for personnel possessing a valid Alberta teaching certificate or equivalency.
Certificated Staffing Change due to:				
Enrolment Change	(7.4)	(10.5)	-	If negative change impact, the small class size initiative is to include any/all teachers retained.
Small Class Size Initiative	-	-	(1.4)	If enrolment change impact on teacher FTEs is negative, include any/all teachers retained.
Other Factors	-	-	-	Descriptor (required):
Total Change	(7.4)	(10.5)	(1.4)	Year-over-year change in Certificated FTE
Breakdown, where total change is Negative:				
Continuous contracts terminated	-	-	-	FTEs
Non-permanent contracts not being renewed	1.9	7.5	1.4	FTEs
Other (retirement, attrition, etc.)	5.5	3.0	-	Descriptor (required):
Total Negative Change in Certificated FTEs	7.4	10.5	1.4	Breakdown required where year-over-year total change in Certificated FTE is 'negative' only.
Of the Certificated Staff:				
Class size teachers retained from prior years	17.4	17.4	17.2	FTEs
Class size teachers newly hired	-	1.4	-	FTEs
Total Class Size Initiative Teacher FTE's	17.4	18.8	17.2	FTE for teachers hired and retained to meet the ACOL class size averages guidelines.
NON-CERTIFICATED STAFF				
Instructional	188.9	187.6	193.4	Personnel providing instruction support for schools under 'Instruction' program areas.
Non-Instructional	44.2	42.2	41.5	Personnel in Transportation, Board & System Admin., O&M and External service areas.
Total Non-Certificated Staff FTE	233.1	229.8	234.9	FTE for personnel not possessing a valid Alberta teaching certificate or equivalency.
Non-Certificated Staffing Change due to:				
Enrolment Change	(2.0)	(5.8)	(2.4)	FTEs
Other Factors	(2.0)	-	-	Descriptor (required): Cost
Total Change	(4.0)	(5.8)	(2.4)	Year-over-year change in Non-Certificated FTE

**PROJECTED CLASS SIZE AVERAGES
FULL TIME EQUIVALENT (FTE) AVERAGE CLASS SIZE**

	Budgeted 2009/2010	Actual 2008/2009	Actual 2007/2008	Notes
ACOL GUIDELINE GRADE GROUPING				
K to Grade 3	19.0	18.0	16.8	If budgeted > 17, requires pg. 2 budget highlights on specific strategies to reduce to guideline.
Grades 4 to 6	23.0	21.3	20.8	If budgeted > 23, requires pg. 2 budget highlights on specific strategies to reduce to guideline.
Grades 7 to 9	25.0	23.4	23.0	If budgeted > 25, requires pg. 2 budget highlights on specific strategies to reduce to guideline.
Grades 10 to 12	27.0	22.9	22.9	If budgeted > 27, requires pg. 2 budget highlights on specific strategies to reduce to guideline.

NOTE: FTE statistics are 'as at September 30th' for each year. All applicable FTEs and the class size average information is to be entered to 1 decimal place.