

BUDGET REPORT FOR THE YEAR ENDING AUGUST 31, 2020

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

0045 Connect Charter School Society

Legal Name of School Jurisdiction

5915 Lewis Drive SW Calgary AB AB T3E 5Z4; 403-282-2890 Ext 121; myra.p@connectcharter.ca

Contact Address, Telephone & Email Address

BOARD CHAIR

Mr. Dave Robinson

Name

Signed original

Signature

SUPERINTENDENT

Mr. Chris Gilmour

Name

Signed original

Signature

SECRETARY TREASURER or TREASURER

Ms. Myra Penberthy

Name

Signed original

Signature

**Certified as an accurate summary of the year's budget as approved by the Board
of Trustees at its meeting held on** June 18, 2019 .

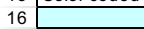

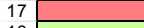



Date

Version: 170615

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

HIGHLIGHTS, PLANS, ASSUMPTIONS AND RISKS SUMMARY- 2019/2020 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:

AOS - We have a budget deficit for 2018/19 and 2019/20.

Due to inequitable funding, we have reduced our facilities enhancements and renovations expenses, to balance our budget. The risk of this is that we are not able to keep the facility maintained to provide and optimal learning enviroment for our students. We do not receive IMR funding for our faciliy. Having control over IMR funding would allow for predictable and sustainable funding for necessary improvements to our students' learning environment.

We have changed our accounting treatment of purchased student devices to expense them in the year of purchase rather than capitalize and amortize them at 30%/year. This has resulted in an additional deficit of \$80,000.

Significant Business and Financial Risks:

1. **Inclusive Education Funding** - We receive less funding than other public school boards due to the inequitable distribution of Inclusive Education funding: We currently receive only \$57.22 per student whereas other public schools are funded the \$57.22/student plus an additional \$466.49/student. Low funding has resulted in us needing to cut the counseling position and reallocate those duties to other staff. Equitable funding would be an additional \$110,000 for Connect Charter School which would allow us to provide more effective programming for our students with complex needs.

2. **Meeting Charter Mandates** - Administrative staff has taken on the responsibilities associated with external collaboration, one of the mandates of charter schools. As this necessary function is currently not funded, administrative time and focus is being diverted away from teaching and learning. In the past Connect Charter School has been able to dedicate some funds to this function, but as more and more demands are being placed upon the school as an inclusive education setting, fewer resources are a available to external collaboration efforts.

3. **Facility Maintenance** - Having control over IMR funding would allow for predictable and sustainable funding for necessary improvements to our students' learning enviroment.

BUDGETED STATEMENT OF OPERATIONS
for the Year Ending August 31

	Approved Budget 2019/2020	Fall Budget Update 2018/2019	Actual Audited 2017/2018
REVENUES			
Alberta Education	\$5,821,336	\$5,718,822	\$5,614,223
Alberta Infrastructure		\$0	\$0
Other - Government of Alberta		\$0	\$0
Federal Government and First Nations	\$4,500	\$0	\$2,782
Other Alberta school authorities		\$0	\$0
Out of province authorities		\$0	\$0
Alberta Municipalities-special tax levies		\$0	\$0
Property taxes		\$0	\$0
Fees	\$866,590	\$864,174	\$866,678
Other sales and services	\$209,000	\$171,599	\$178,787
Investment income	\$20,000	\$10,000	\$20,408
Gifts and donations	\$45,000	\$45,000	\$103,483
Rental of facilities	\$5,000	\$6,500	\$4,025
Fundraising	\$80,000	\$80,000	\$69,379
Gains on disposal of capital assets	\$0	\$0	\$27,328
Other revenue		\$0	\$0
TOTAL REVENUES	\$7,051,426	\$6,896,095	\$6,887,093
EXPENSES			
Instruction - Early Childhood Services	\$0	\$0	\$0
Instruction - Grades 1-12	\$5,825,561	\$5,570,586	\$5,532,914
Plant operations & maintenance	\$419,222	\$443,649	\$429,596
Transportation	\$565,363	\$544,100	\$577,842
Administration	\$364,789	\$356,700	\$344,376
External Services	\$0	\$0	\$0
TOTAL EXPENSES	\$7,174,935	\$6,915,035	\$6,884,728
ANNUAL SURPLUS (DEFICIT)	(\$123,509)	(\$18,940)	\$2,365

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

	Approved Budget 2019/2020	Fall Budget Update 2018/2019	Actual Audited 2017/2018
EXPENSES			
Certificated salaries	\$3,408,691	\$3,343,999	\$3,303,857
Certificated benefits	\$677,700	\$666,949	\$623,320
Non-certificated salaries and wages	\$710,407	\$663,671	\$677,813
Non-certificated benefits	\$194,597	\$159,087	\$168,106
Services, contracts, and supplies	\$2,038,840	\$1,859,629	\$1,905,206
Capital and debt services			
Amortization of capital assets			
Supported	\$0	\$0	\$0
Unsupported	\$142,700	\$219,700	\$204,689
Interest on capital debt			
Supported	\$0	\$0	\$0
Unsupported	\$0	\$0	\$0
Other interest and finance charges	\$2,000	\$2,000	\$1,737
Losses on disposal of capital assets	\$0	\$0	\$0
Other expenses	\$0	\$0	\$0
TOTAL EXPENSES	\$7,174,935	\$6,915,035	\$6,884,728

BUDGETED SCHEDULE OF FEE REVENUE
for the Year Ending August 31

	Approved Budget 2019/2020	Fall Budget Update 2018/2019	Actual 2017/2018
FEES			
TRANSPORTATION	\$295,363	\$285,125	\$309,741
BASIC INSTRUCTION SUPPLIES (Instructional supplies, & materials)	\$15,500	\$14,500	\$14,538
LUNCHROOM SUPERVISION & NOON HOUR ACTIVITY FEES	\$31,200	\$30,000	\$29,192
FEES TO ENHANCE BASIC INSTRUCTION			
Technology user fees	\$187,200	\$180,000	\$182,255
Alternative program fees	\$0	\$0	\$0
Fees for optional courses	\$0	\$0	\$0
ECS enhanced program fees	\$0	\$0	\$0
ACTIVITY FEES			
Other fees to enhance education Outdoor Education, one trip/year, incl. overnight days	\$210,440	\$220,549	\$194,159
NON-CURRICULAR FEES			
Extra-curricular fees	\$0	\$0	\$0
Non-curricular goods and services	\$0	\$0	\$0
NON-CURRICULAR TRAVEL			
	\$0	\$0	\$0
OTHER FEES			
	\$0	\$0	\$0
TOTAL FEES	\$866,590	\$864,174	\$866,678

**PLEASE DO NOT USE "SCHOOL GENERATED FUNDS" AS A CATEGORY*

Please disclose amounts paid by parents of students that are recorded as "Other sales and services" (rather than fee revenue). Note that this schedule should include only amounts collected from parents and so it may not agree with the Statement of Operations.	Approved Budget 2019/2020	Fall Budget Update 2018/2019	Actual 2017/2018
Cafeteria sales, hot lunch, milk programs	\$110,000	\$0	\$121,173
Special events	\$0	\$0	\$0
Sales or rentals of other supplies/services	\$0	\$0	\$0
Out of district unfunded student revenue	\$0	\$0	\$0
International and out of province student revenue	\$0	\$0	\$0
Adult education revenue	\$0	\$0	\$0
Preschool	\$0	\$0	\$0
Child care & before and after school care	\$0	\$0	\$0
Lost item replacement fees	\$0	\$0	\$0
Bulk supply sales	\$0	\$0	\$0
Other (describe) Laptop / Ipad self insurance	\$36,000	\$36,000	\$36,180
Other (describe)	\$0	\$0	\$0
Other (describe)	\$0	\$0	\$0
Other (describe)	\$0	\$0	\$0
Other (describe)	\$0	\$0	\$0
TOTAL	\$146,000	\$36,000	\$157,353

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

(A)	(B)	(C)	(D)	(E)	(F)	(G)
	Explanation of Other Costs (Column "(C)")	Other Costs (Explain under (B)) [*] 2019/2020	Entry Fees and Admissions 2019/2020	Transportation Component 2019/2020	Supplies & Materials ^{**} 2019/2020	Total 2019/2020
FEES						
	TRANSPORTATION	\$0	\$0	\$295,363	\$0	\$295,363
	BASIC INSTRUCTION SUPPLIES (Instructional supplies, & materials) <small>Student kits (binders, notebooks, pens, glue, rulers, pens)</small>	\$0	\$0	\$0	\$15,500	\$15,500
	LUNCHROOM SUPERVISION & NOON HOUR ACTIVITY FEES <small>Mandatory (bursaries available)</small>	\$0	\$31,200	\$0	\$0	\$31,200
FEES TO ENHANCE BASIC INSTRUCTION						
	Technology user fees <small>MacBook or Ipad for each student</small>	\$0	\$0	\$0	\$187,200	\$187,200
	Alternative program fees	\$0	\$0	\$0	\$0	\$0
	Fees for optional courses	\$0	\$0	\$0	\$0	\$0
	ECS enhanced program fees	\$0	\$0	\$0	\$0	\$0
	ACTIVITY FEES <small>Fees- Electives, Day trips, Experiential Placebased Ed.</small>	\$126,887	\$0	\$0	\$0	\$126,887
	Other fees to enhance education <small>Outdoor Education, one trip/year, incl. overnight days</small>	\$210,440	\$0	\$0	\$0	\$210,440
NON-CURRICULAR FEES						
	Extra-curricular fees	\$0	\$0	\$0	\$0	\$0
	Non-curricular goods and services	\$0	\$0	\$0	\$0	\$0
	NON-CURRICULAR TRAVEL	\$0	\$0	\$0	\$0	\$0
OTHER FEES^{***}						
		\$0	\$0	\$0	\$0	\$0
		\$0	\$0	\$0	\$0	\$0
		\$0	\$0	\$0	\$0	\$0
		\$0	\$0	\$0	\$0	\$0
	TOTAL FEES	\$337,327	\$31,200	\$295,363	\$202,700	\$866,590

^{**}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 2019/2020

PROJECTED SCHEDULE OF CHANGES IN ACCUMULATED OPERATING SURPLUS (SUMMARY)
for the Year Ending August 31

	(1)	(2)	(3)	(4)	(5)	(6)	(7)
	ACCUMULATED OPERATING SURPLUS (2+3+4+7)	INVESTMENT IN TANGIBLE CAPITAL ASSETS	ENDOWMENTS	ACCUMULATED SURPLUS FROM OPERATIONS (5+6)	UNRESTRICTED SURPLUS	INTERNALLY RESTRICTED	
						OPERATING RESERVES	CAPITAL RESERVES
Actual balances per AFS at August 31, 2018	\$969,865	\$392,162	\$0	\$577,703	(\$0)	\$577,703	\$0
2018/2019 Estimated impact to AOS for:							
Prior period adjustment	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Estimated surplus(deficit)	(\$18,940)			(\$18,940)	(\$18,940)		
Estimated board funded capital asset additions		\$0		\$0	\$0	\$0	\$0
Estimated disposal of unsupported tangible capital assets	\$0	\$0		\$0	\$0		\$0
Estimated amortization of capital assets (expense)		(\$185,000)		\$185,000	\$185,000		
Estimated capital revenue recognized - Alberta Education		\$0		\$0	\$0		
Estimated capital revenue recognized - Alberta Infrastructure		\$0		\$0			
Estimated capital revenue recognized - Other GOA		\$0		\$0	\$0		
Estimated capital revenue recognized - Other sources		\$0		\$0	\$0		
Estimated changes in Endowments	\$0		\$0	\$0	\$0		
Estimated unsupported debt principal repayment		\$0		\$0	\$0		
Estimated reserve transfers (net)				\$0	(\$166,060)	\$166,060	\$0
Estimated assumptions/transfers of operations (explain)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Estimated Balances for August 31, 2019	\$950,925	\$207,162	\$0	\$743,763	(\$0)	\$743,763	\$0
2019/2020 Budget projections for:							
Budgeted surplus(deficit)	(\$123,509)			(\$123,509)	(\$123,509)		
Projected board funded capital asset additions		\$0		\$0	\$0	\$0	\$0
Budgeted disposal of unsupported tangible capital assets	\$0	\$0		\$0	\$0		\$0
Budgeted amortization of capital assets (expense)		(\$142,700)		\$142,700	\$142,700		
Budgeted capital revenue recognized - Alberta Education		\$0		\$0	\$0		
Budgeted capital revenue recognized - Alberta Infrastructure		\$0		\$0			
Budgeted capital revenue recognized - Other GOA		\$0		\$0	\$0		
Budgeted capital revenue recognized - Other sources		\$0		\$0	\$0		
Budgeted changes in Endowments	\$0		\$0	\$0	\$0		
Budgeted unsupported debt principal repayment		\$0		\$0	\$0		
Projected reserve transfers (net)				\$0	(\$19,191)	\$19,191	\$0
Projected assumptions/transfers of operations (explain)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Projected Balances for August 31, 2020	\$827,416	\$64,462	\$0	\$762,954	(\$0)	\$762,954	\$0

SCHEDULE OF USES FOR ACCUMULATED SURPLUSES AND RESERVES
for the Year Ending August 31

	Unrestricted Surplus Usage			Operating Reserves Usage			Capital Reserves Usage		
	Year Ended			Year Ended			Year Ended		
	31-Aug-2020	31-Aug-2021	31-Aug-2022	31-Aug-2020	31-Aug-2021	31-Aug-2022	31-Aug-2020	31-Aug-2021	31-Aug-2022
Projected opening balance	(\$0)	(\$0)	(\$0)	\$743,763	\$762,954	\$762,954	\$0	\$0	\$0
Projected excess of revenues over expenses (surplus only)	\$0	\$0	\$0						
Budgeted disposal of unsupported tangible capital assets	\$0	\$0	\$0		\$0	\$0	\$0	\$0	\$0
Budgeted amortization of capital assets (expense)	\$142,700	\$0	\$0		\$0	\$0			
Budgeted capital revenue recognized	\$0	\$0	\$0		\$0	\$0			
Budgeted changes in Endowments	\$0	\$0	\$0		\$0	\$0			
Budgeted unsupported debt principal repayment	\$0	\$0	\$0		\$0	\$0			
Projected reserves transfers (net)	(\$19,191)	\$0	\$0	\$19,191	\$0	\$0	\$0	\$0	\$0
Projected assumptions/transfers of operations	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Increase in (use of) school generated funds	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
New school start-up costs	\$0	\$0	\$0		\$0	\$0		\$0	\$0
Decentralized school reserves	\$0	\$0	\$0		\$0	\$0		\$0	\$0
Non-recurring certificated remuneration	\$0	\$0	\$0		\$0	\$0			
Non-recurring non-certificated remuneration	\$0	\$0	\$0		\$0	\$0			
Non-recurring contracts, supplies & services	\$0	\$0	\$0		\$0	\$0			
Professional development, training & support	\$0	\$0	\$0		\$0	\$0			
Transportation Expenses	\$0	\$0	\$0		\$0	\$0			
Full-day kindergarten	\$0	\$0	\$0		\$0	\$0			
English language learners	\$0	\$0	\$0		\$0	\$0			
First nations, Metis, Inuit	\$0	\$0	\$0		\$0	\$0			
OH&S / wellness programs	\$0	\$0	\$0		\$0	\$0			
B & S administration organization / reorganization	\$0	\$0	\$0		\$0	\$0			
Debt repayment	\$0	\$0	\$0		\$0	\$0			
POM expenses	\$0	\$0	\$0		\$0	\$0		\$0	\$0
Non-salary related programming costs (explain)	\$0	\$0	\$0		\$0	\$0			
Repairs & maintenance - School building & land	\$0	\$0	\$0		\$0	\$0			
Repairs & maintenance - Technology	\$0	\$0	\$0		\$0	\$0			
Repairs & maintenance - Vehicle & transportation	\$0	\$0	\$0		\$0	\$0			
Repairs & maintenance - Administration building	\$0	\$0	\$0		\$0	\$0			
Repairs & maintenance - POM building & equipment	\$0	\$0	\$0		\$0	\$0			
Repairs & maintenance - Other (explain)	\$0	\$0	\$0		\$0	\$0			
Capital costs - School land & building	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Capital costs - School modernization	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Capital costs - School modular & additions	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Capital costs - School building partnership projects	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Capital costs - Technology	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Capital costs - Vehicle & transportation	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Capital costs - Administration building	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Capital costs - POM building & equipment	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Capital Costs - Furniture & Equipment	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Capital costs - Other	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Building leases	\$0	\$0	\$0		\$0	\$0		\$0	\$0
Change in accounting treatment of student devices to expense rather than capitalize	(\$80,000)	\$0	\$0		\$0	\$0		\$0	\$0
Inclusive Education - not adequate for severe disabilities sustainability	(\$43,509)	\$0	\$0		\$0	\$0		\$0	\$0
	\$0	\$0	\$0		\$0	\$0		\$0	\$0
	\$0	\$0	\$0		\$0	\$0		\$0	\$0
Estimated closing balance for operating contingency	(\$0)	(\$0)	(\$0)	\$762,954	\$762,954	\$762,954	\$0	\$0	\$0

Total surplus as a percentage of 2020 Expenses	10.63%	10.63%	10.63%
ASO as a percentage of 2020 Expenses	10.63%	10.63%	10.63%

ANTICIPATED CHANGES IN ACCUMULATED OPERATING SURPLUS (SUPPLEMENTARY DETAIL)
for the Year Ending August 31

The following provides further explanation of the anticipated changes to each component of AOS for the 2018/2019, 2019/2020, 2020/2021 and 2021/2022 years as outlined on pages 6 and 7. Please provide information on the acquisition of significant unsupported capital, non-recurring project expenditures, and intended use of funds to August 31, 2021. Note that unrestricted surplus, operating reserves, and/or capital reserves should include the jurisdiction's contingency for unexpected or emergent issues.

Additional detail on uses of Accumulated Operating Surplus:

2018/2019

Provide an explanation of material changes from the fall budget update originally submitted in November, 2018 for annual operating surplus (deficit), capital acquisitions, endowments, and/or other changes affecting unrestricted surplus, operating reserves, and capital reserves.

Connect Charter School Society has changed the accounting treatment from capitalizing student Macbooks and iPads to expensing the devices.

This has increased our operating reserve and decreased our capital reserve. We will be using our operating reserve to fund our operating line of credit (monthly payroll is \$375,000). The rest of our operating line of credit is to provide support as we expand into another school, immediately upon approval by Alberta Infrastructure.

2019/2020

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

We will be using our operating reserve to fund our operating line of credit (monthly payroll is \$375,000).

The rest of our operating line of credit is to provide support as we expand into another school, immediately upon approval by Alberta Infrastructure.

ANTICIPATED CHANGES IN ACCUMULATED OPERATING SURPLUS (SUPPLEMENTARY DETAIL)
for the Year Ending August 31

The following provides further explanation of the anticipated changes to each component of AOS for the 2018/2019, 2019/2020, 2020/2021 and 2021/2022 years as outlined on pages 6 and 7. Please provide information on the acquisition of significant unsupported capital, non-recurring project expenditures, and intended use of funds to August 31, 2021. Note that unrestricted surplus, operating reserves, and/or capital reserves should include the jurisdiction's contingency for unexpected or emergent issues.

Additional detail on uses of Accumulated Operating Surplus:

2020/2021

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

We will be using our operating reserve to fund our operating line of credit (monthly payroll is \$375,000).

The rest of our operating line of credit is to provide support as we expand into another school, immediately upon approval by Alberta Infrastructure.

2021/2022

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

We will be using our operating reserve to fund our operating line of credit (monthly payroll is \$375,000).

The rest of our operating line of credit is to provide support as we expand into another school, immediately upon approval by Alberta Infrastructure.

August 31, 2022

Describe the jurisdiction's intended use of unrestricted surplus, operating reserves, and capital reserves balances expected as at August 31, 2022.

We will be using our operating reserve to fund our operating line of credit (monthly payroll is \$375,000).

The rest of our operating line of credit is to provide support as we expand into another school, immediately upon approval by Alberta Infrastructure.

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

	Budgeted 2019/2020 (Note 2)	Actual 2018/2019	Actual 2017/2018	Notes
GRADES 1 TO 12				
Eligible Funded Students:				
Grades 1 to 9	624	621	618	Head count
Grades 10 to 12			-	Note 3
Total	624	621	618	Grades 1-12 students eligible for base instruction funding from Alberta Education.
Percentage Change	0.5%	0.5%		
Other Students:				
Total			-	Note 4
Total Net Enrolled Students	624	621	618	
Home Ed and Blended Program Students			-	Note 5
Total Enrolled Students, Grades 1-12	624	621	618	
Percentage Change	0.5%	0.5%		
Of the Eligible Funded Students:				
Students with Severe Disabilities	11	11	4	FTE of students with severe disabilities as reported by the board via PASI.
Students with Mild/Moderate Disabilities	100	96	78	FTE of students identified with mild/moderate disabilities as reported by the board via PASI.

EARLY CHILDHOOD SERVICES (ECS)

Eligible Funded Children			-	ECS children eligible for ECS base instruction funding from Alberta Education.
Other Children			-	ECS children not eligible for ECS base instruction funding from Alberta Education.
Total Enrolled Children - ECS	-	-	-	
Program Hours	-	-	-	Minimum: 475 Hours
FTE Ratio	-	-	-	Actual hours divided by 950
FTE's Enrolled, ECS	-	-	-	
Percentage Change	0.0%	0.0%		
Of the Eligible Funded Children:				
Students with Severe Disabilities			-	FTE of students with severe disabilities as reported by the board via PASI.
Students with Mild/Moderate Disabilities			-	FTE of students identified with mild/moderate disabilities as reported by the board via PASI.

NOTES:

- Enrolment is to be completed WHEREVER APPLICABLE and are 'as at September 30th' for each year.
- Budgeted enrolment is to be based on best information available at time of the 2019/2020 budget report preparation.
- The # of FTE grade 10-12 students is determined by taking the total # of students' credits / 35; where 35 CEU's = 1 FTE.
- Other Grade 1-12 students that are not eligible for base instruction funding from Alberta Education include First Nations students living on reserves for which tuition fee payments are made from Band or AANDC (Code 330), students younger than 5 1/2 or older than 20, and out-of-province and foreign students.
- Because they are funded separately, Home Education students are not included with total net enrolled students. In the blended program, funding per student is pro-rated on the percentage of the student's program which is taken at school and at home; home education students are assigned a weighting of 0.25 FTE for base funding.

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

	Budgeted 2019/2020	Actual 2018/2019	Fall Budget 2018/2019	Actual 2017/2018	Notes
CERTIFICATED STAFF					
School Based	35.5	35.5	35.0	35.0	Teacher certification required for performing functions at the school level.
Non-School Based	1.0	1.0	1.0	0.6	Teacher certification required for performing functions at the system/central office level.
Total Certificated Staff FTE	36.5	36.5	36.0	35.6	FTE for personnel possessing a valid Alberta teaching certificate or equivalency.
Percentage change from prior period	0.0%	2.4%	1.4%	1.0%	Information Tech, .5 FTE to aid teacher utilization of new Power School system for PASI compliance.
If an average standard cost is used, please disclose rate:					
Student F.T.E. per certificated Staff	17.1	17.0		17.4	
Certificated Staffing Change due to:					
Enrolment Change	-	-	0.4		If negative change impact, the small class size initiative is to include any/all teachers retained.
Small Class Size Initiative	-	-	n/a		If enrolment change impact on teacher FTEs is negative, include any/all teachers retained.
Other Factors		0.5	n/a		Descriptor (required): Educational Technologist - can be moved in and out of the classroom to facilitate IT function.
Total Change	-	0.5	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.)	-	-	n/a		Descriptor (required):
Total Negative Change in Certificated FTEs	-	-	n/a		Breakdown required where year-over-year total change in Certificated FTE is 'negative' only
NON-CERTIFICATED STAFF					
Instructional	8.3	8.3	7.5	7.7	Personnel providing instruction support for schools under 'Instruction' program areas.
Plant Operations & Maintenance	4.1	4.1	4.0	3.9	Personnel providing support to maintain school facilities
Transportation	0.2	0.2	0.2	0.2	Personnel providing direct support to the transportation of students to and from school
Other	1.4	1.4	1.4	1.4	Personnel in Board & System Admin. and External service areas.
Total Non-Certificated Staff FTE	14.0	14.0	13.1	13.2	FTE for personnel not possessing a valid Alberta teaching certificate or equivalency.
Percentage Change	0.0%	6.1%	6.9%	-0.8%	
Explanation of Changes:					
We had additional severe disabilities funding to provide classroom supports so we hired an additional Educational Assistant in January. We also are budgeting to continue with the educational supports into 2019/20.					
Additional Information					
Are non-certificated staff subject to a collective agreement? <input type="text" value="No"/>					
Please provide terms of contract for 2019/20 and future years for non-certificated staff subject to a collective agreement along with the number of qualifying staff FTE's.					

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

45

TOTAL EXPENSES (From "Total" column of Line 28 of Schedule of Program Operations) **\$7,174,935**

Enter Number of Net Enrolled Students: **624**

Enter Number of Funded (ECS) Children: **0**

Enter "C" if Charter School **C**

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% **5.40%**

If "Total Net Enrolled Students" are 2,000 and less = 5.4%

5.08%

The Maximum Expense Limit for Board and System Administration is based on an arithmetical proration for the TOTAL FTE count for grades 1 -12, net of Home Education AND Adult students, between 2,000 to 6,000 at .00045 per FTE (Example: 4,500 FTE count grades 1-12 = 6,000 - 4,500 = 1,500 X .00045 = 0.675% plus 3.6% = maximum expense limit of 4.28%).

STEP 2

A. Calculate maximum expense limit amounts for Board and System Administration expenses

Maximum Expense Limit percentage (Step 1) x TOTAL EXPENSES **\$387,446**

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) **\$207,105**

2019/2020 MAXIMUM EXPENSE LIMIT (the greater of A or B above) **\$387,446**

Actual Board & System Administration from G31 of "Budgeted Statement of Operations" **\$364,789**

Amount Overspent **\$0**