

# BUDGET REPORT

## FOR THE YEAR ENDING AUGUST 31, 2010

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

Prairie Land Regional Division # 25

---

**Legal Name of School Jurisdiction**

PH: 403-854-4481 FAX: 403-854-2803

---

**Telephone and Fax Numbers**

<b>BOARD CHAIR</b>	
Duane Roy Name	Signature
<b>SUPERINTENDENT</b>	
Wes Neumeier Name	Signature
<b>SECRETARY TREASURER</b>	
Sharon Orum Name	Signature
<p><b>Certified a true and correct summary of the year's budget approved by the Board of Trustees at its meeting held <u>November 26, 2009</u> .</b></p>	

## TABLE OF CONTENTS

<b>BUDGETED STATEMENT OF REVENUES AND EXPENSES</b>	<b>3</b>
<b>BUDGETED ALLOCATION OF REVENUES AND EXPENSES (BY PROGRAM)</b>	<b>3</b>
<b>PROJECTED STATEMENT OF CHANGES IN NET ASSETS (SUMMARY)</b>	<b>4</b>
<b>PROJECTED STUDENT STATISTICS</b>	<b>5</b>
<b>PROJECTED STAFFING STATISTICS</b>	<b>6</b>
<b>PROJECTED CLASS SIZE AVERAGES</b>	<b>6</b>

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:***

- Enrolment decline of 34 FTE.
- Basic grant funding of 4.8%.
- CEU's are estimated at an average of 40 per student.
- Certificated salaries are budgeted at 4.8% to correspond with provided grants .
- Uncertified salaries range from 4% to 4.8% for the fiscal year.
- Minimal inflationary impact on remainder of goods and services.
- A 3 year project, Paving Health Pathways, will provide an injection of over \$320k annually to support the hiring of certified staff to provide program focus and supervision, travel and various instructional supplies.
- Revenue has been reduced in the amount of \$358,290 as a result of the late August announcement to clawback over 10% of PLRD's operating reserves.
- The fuel price contingency funding has been removed from our funding ifor the 2009-2010 year. This will have an estimated net impact of approximatley \$160,000.

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

- A grievance relating to the increase in certified salaries remains unsettled at this time. The disagreement on the AWEI interpretation is anticipated to be settled in early 2010. In the event that a different rate is determined, we anticipate that the Province will honor their commitment for full funding. If the Province relinquished their responsibility a further draw on operating reserves will occur.
- The results of the above grievance will have a domino effect on other support staff. Further draws on reserves will result.
- With the reduction in the fuel price contingency and the shrinking ridership of our rural students we will be facing a deficit in the transportation area of approximately \$200,000. Current operational reserves in this area will cover the 2009-2010 deficit but significant changes in our services delivery or draws from other operational areas will be required in the following year in order to deliver service.
- The potential reductions in funding for the 2010-2011 year that have recently been announced will likely have significant impact on all services. With 68% of our budget being allocated to salaries and a large portion of the residual being fixed costs, future reductions will directly impact staffing in most areas.

***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?)

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

Signific

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

	<b>Approved Budget 2009/2010</b>	<b>Final Approved Budget 2008/2009</b>	<b>Actual 2007/2008</b>
<b>REVENUES</b>			
Government of Alberta	\$21,089,575	\$20,433,911	\$20,180,754
Federal Government and/or First Nations	\$0	\$0	\$0
Other Alberta school authorities	\$50,000	\$0	\$2,277
Out of province authorities	\$0	\$0	\$0
Alberta Municipalities-special tax levies	\$142,370	\$267,446	\$387,558
Instruction resource fees	\$137,435	\$135,373	\$123,031
Transportation fees	\$0	\$0	\$0
Other sales and services	\$50,000	\$20,220	\$36,378
Investment income	\$300,000	\$300,000	\$285,711
Gifts and donations	\$0	\$0	\$1,225
Rentals of facilities	\$110,000	\$102,000	\$108,323
Net school generated funds	\$280,000	\$280,000	\$348,471
Gains on disposal of capital assets	\$0	\$0	\$6,935
Amortization of capital allocations	\$850,000	\$850,000	\$863,001
<b>TOTAL REVENUES</b>	\$23,009,380	\$22,388,950	\$22,343,664
<b>EXPENSES</b>			
Certificated salaries	\$11,019,556	\$10,505,590	\$9,842,949
Certificated benefits	\$1,112,975	\$1,166,121	\$1,109,552
Non-certificated salaries and wages	\$4,272,623	\$4,425,687	\$4,234,247
Non-certificated benefits	\$897,251	\$885,138	\$827,581
Services, contracts and supplies	\$4,669,799	\$4,349,005	\$4,059,684
Net school generated funds	\$280,000	\$280,000	\$348,471
Capital and debt services			
Amortization of capital assets			
supported	\$850,000	\$850,000	\$863,001
unsupported	\$541,738	\$560,861	\$569,062
Interest on capital debt			
supported	\$138,358	\$92,335	\$157,200
unsupported	\$0	\$0	\$0
Other interest charges	\$0	\$0	\$0
Losses on disposal of capital assets	\$0	\$0	\$36,207
<b>TOTAL EXPENSES</b>	\$23,782,300	\$23,114,737	\$22,047,954
<b>EXCESS (DEFICIENCY) OF REVENUES OVER EXPENSES</b>	(\$772,920)	(\$725,787)	\$295,710

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

	<b>Approved Budget 2009/2010</b>	<b>Final Approved Budget 2008/2009</b>	<b>Actual 2007/2008</b>
<b>REVENUES</b>			
ECS - Grade 12 Instruction	\$15,409,072	\$14,810,092	\$14,718,632
Operations & Maintenance of Schools and Maintenance Shops	\$3,784,995	\$3,412,383	\$3,422,891
Transportation	\$2,281,505	\$2,501,197	\$2,669,345
Board & System Administration	\$1,240,297	\$1,242,178	\$1,168,054
External Services	\$293,511	\$423,100	\$364,742
<b>TOTAL REVENUES</b>	\$23,009,380	\$22,388,950	\$22,343,664
<b>EXPENSES</b>			
ECS - Grade 12 Instruction	\$16,254,224	\$15,532,295	\$14,718,301
Operations & Maintenance of Schools and Maintenance Shops	\$3,632,168	\$3,390,290	\$3,378,574
Transportation	\$2,358,711	\$2,526,874	\$2,419,695
Board & System Administration	\$1,240,297	\$1,242,178	\$1,168,054
External Services	\$296,900	\$423,100	\$363,330
<b>TOTAL EXPENSES</b>	\$23,782,300	\$23,114,737	\$22,047,954

**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, 2008</b>	\$8,953,092	\$3,901,517	\$3,549,218	\$330,202	\$3,219,016	\$1,502,357
<b>2008/2009 Estimated impact to net assets for:</b>						
Estimated surplus(deficit)	\$81,806			\$81,806		
Estimated Board funded capital asset additions		\$679,102		\$0	(\$126,629)	(\$552,473)
Estimated Amortization of capital assets (expense)		(\$1,394,934)		\$1,394,934		
Estimated Amortization of capital allocations (revenue)		\$858,230		(\$858,230)		
Estimated Unsupported debt principal repayment		\$0		\$0		
Estimated Net reserve transfers				(\$618,510)	(\$102,656)	\$721,166
Estimated Assumptions/Transfers of Operations	\$0	(\$14,576)	\$14,576	\$14,576	\$0	\$0
<b>Estimated Balances for August 31, 2009</b>	\$9,034,898	\$4,029,339	\$3,334,509	\$344,778	\$2,989,731	\$1,671,050
<b>2009/2010 Budget Projections for:</b>						
Budgeted surplus(deficit)	(\$772,920)			(\$772,920)		
Projected Board funded capital asset additions		\$812,015		\$0	(\$375,000)	(\$437,015)
Budgeted Amortization of capital assets (expense)		(\$1,391,738)		\$1,391,738		
Budgeted Amortization of capital allocations (revenue)		\$850,000		(\$850,000)		
Budgeted Unsupported debt principal repayment		\$0		\$0		
Projected Net reserve transfers				\$316,370	(\$858,108)	\$541,738
Projected Assumptions/Transfers of Operations	\$0	\$0	\$0	\$0	\$0	\$0
<b>Projected Balances for August 31, 2010</b>	\$8,261,978	\$4,299,616	\$2,186,589	\$429,966	\$1,756,623	\$1,775,773

**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.

A total of \$812,015 in unsupported capital assets is planned to be purchased in the 2009-2010 year. Of that amount \$437,015 will be funded through capital reserves and the remainder through operating reserves. Specific items are listed below.

3 - 34 passenger buses	\$ 282,000	1 -
48 passenger bus	\$ 97,000	1 - 72
passenger bus	\$ 20,000	1 - SUV 4 Wheel Drive
	\$ 25,000	JCC Playground - parital support
	\$ 13,015	Consort CTS Facility Enhancement
	\$ 375,000	

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

	<b>Budgeted 2009/2010 (Note 2)</b>	<b>Actual 2008/2009</b>	<b>Actual 2007/2008</b>	<b>Notes</b>
<b>GRADES 1 TO 12</b>				
<b>Eligible Funded Students:</b>				
Grades 1 to 9	1,134	1,142	1,163	Head count
Grades 10 to 12	325	351	374	Note 3
<b>Total</b>	<b>1,459</b>	<b>1,493</b>	<b>1,537</b>	Grades 1-12 students eligible for base instruction funding from Alberta Education.
<b>Other Students:</b>				
<b>Total</b>	-	-	-	Note 4
<b>Total Net Enrolled Students</b>	1,459	1,493	1,537	
<b>Home Ed and Blended Program Students</b>	-	-	-	Note 5
<b>Total Enrolled Students, Grades 1-12</b>	1,459	1,493	1,537	
<b>Of the Eligible Funded Students:</b>				
Severely Disabled Students served	26	27	29	Total eligible funded severely disabled student FTEs; including Code 40s (excluding Code 47s).

**EARLY CHILDHOOD SERVICES (ECS)**

<b>Eligible Funded Children</b>	98	99	90	ECS children eligible for ECS base instruction funding from Alberta Education.
<b>Other children</b>	8	6	8	ECS children not eligible for ECS base instruction funding from Alberta Education.
<b>Total Enrolled Children - ECS</b>	106	105	98	
<b>Program Hours</b>	570	570	570	Minimum: 475 Hours
<b>FTE Ratio</b>	0.600	0.600	0.600	Actual hours divided by 950
<b>FTE's Enrolled, ECS</b>	64	63	59	

**Of the Eligible Funded Children:**

Severely Disabled Children served	8	2	4	Total eligible funded severely disabled children FTEs, including Code 40 children in program units.
-----------------------------------	---	---	---	---

- NOTES:**
- 1) Enrolment is to be completed WHEREVER APPLICABLE and are 'as at September 30th' for each year.
  - 2) Budgeted enrolment is to be based on best information available at time of this 2008/2009 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 19, 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**

	<b>Budgeted 2009/2010</b>	<b>Actual 2008/2009</b>	<b>Actual 2007/2008</b>	<b>Notes</b>
<b>CERTIFICATED STAFF</b>				
School Based	117.2	117.4	116.9	Teacher certification required for performing functions at the school level.
Non-School Based	7.7	5.0	6.8	Teacher certification required for performing functions at the system/central office level.
<b>Total Certificated Staff FTE</b>	<b>124.8</b>	<b>122.4</b>	<b>123.7</b>	FTE for personnel possessing a valid Alberta teaching certificate or equivalency.
<b>Certificated Staffing Change due to:</b>				
Enrolment Change	-	-	-	If negative change impact, the small class size initiative is to include any/all teachers retained.
Small Class Size Initiative	-	-	-	If enrolment change impact on teacher FTEs is negative, include any/all teachers retained.
Other Factors	2.4	(1.3)	4.3	Descriptor (required): Aisi augmentation, new 3 yr program Health Pathways
<b>Total Change</b>	<b>2.4</b>	<b>(1.3)</b>	<b>4.3</b>	<b>Year-over-year change in Certificated FTE</b>
<b>Breakdown, where total change is Negative:</b>				
Continuous contracts terminated	-	-	-	FTEs
Non-permanent contracts not being renewed	-	-	-	FTEs
Other (retirement, attrition, etc.)	-	(1.3)	-	Descriptor (required): attrition
<b>Total Negative Change in Certificated FTEs</b>	<b>-</b>	<b>(1.3)</b>	<b>-</b>	<b>Breakdown required where year-over-year total change in Certificated FTE is 'negative' only.</b>
<b>Of the Certificated Staff:</b>				
Class size teachers retained from prior years	-	-	-	FTEs
Class size teachers newly hired	-	-	-	FTEs
<b>Total Class Size Initiative Teacher FTE's</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>FTE for teachers hired and retained to meet the ACOL class size averages guidelines.</b>
<b>NON-CERTIFICATED STAFF</b>				
Instructional	54.8	63.0	60.0	Personnel providing instruction support for schools under 'Instruction' program areas.
Non-Instructional	54.3	53.3	53.5	Personnel in Transportation, Board & System Admin., O&M and External service areas.
<b>Total Non-Certificated Staff FTE</b>	<b>109.0</b>	<b>116.3</b>	<b>113.5</b>	<b>FTE for personnel not possessing a valid Alberta teaching certificate or equivalency.</b>
<b>Non-Certificated Staffing Change due to:</b>				
Enrolment Change	-	-	-	FTEs
Other Factors	(7.3)	2.8	-	Descriptor (required): Schools not augmenting school support staff as reserves have declined
<b>Total Change</b>	<b>(7.3)</b>	<b>2.8</b>	<b>-</b>	<b>Year-over-year change in Non-Certificated FTE</b>

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

	<b>Budgeted 2009/2010</b>	<b>Actual 2008/2009</b>	<b>Actual 2007/2008</b>	<b>Notes</b>
<b>ACOL GUIDELINE GRADE GROUPING</b>				
K to Grade 3	15.3	16.1	16.9	If budgeted > 17, requires pg. 2 budget highlights on specific strategies to reduce to guideline.
Grades 4 to 6	17.2	17.3	17.9	If budgeted > 23, requires pg. 2 budget highlights on specific strategies to reduce to guideline.
Grades 7 to 9	16.1	17.1	17.5	If budgeted > 25, requires pg. 2 budget highlights on specific strategies to reduce to guideline.
Grades 10 to 12	11.2	12.6	12.2	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.