

**BUDGET
REPORT
FOR THE YEAR ENDING AUGUST 31, 2020**

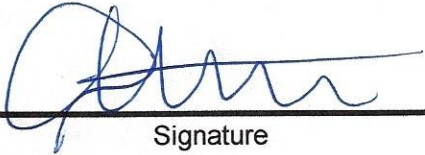

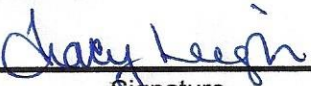
[School Act, Sections 147(2)(b) and 276]

6015 New Horizons Charter School Society

Legal Name of School Jurisdiction

1000 Strathcona Drive Sherwood Park AB AB T8A 3R6; 780-416-2353; tleigh@newhorizons.ca

Contact Address, Telephone & Email Address

BOARD CHAIR	
Nicole Pasemko _____ Name	 _____ Signature
SUPERINTENDENT	
Mr. Donald Falk _____ Name	 _____ Signature
SECRETARY TREASURER or TREASURER	
Tracy Leigh _____ Name	 _____ Signature
Certified as an accurate summary of the year's budget as approved by the Board of Trustees at its meeting held on <u>June 19, 2019</u> . Date	

Version: 170615

c.c. Alberta Education
c/o Jianan Wang, 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

TABLE OF CONTENTS

		Page
6	BUDGETED STATEMENT OF OPERATIONS & ALLOCATION OF EXPENSES (BY OBJECT)	3
7	BUDGETED SCHEDULE OF FEE REVENUE & SUPPLEMENTARY DETAILS OF FEE REVENUE	4 & 5
8	PROJECTED STATEMENT OF CHANGES IN ACCUMULATED OPERATING SURPLUS (2017/2018 & 2018/2019)	6
9	SCHEDULE OF USES FOR ACCUMULATED SURPLUSES AND RESERVES (2018/2019, 2019/2020 & 2020/2021)	7
10	ANTICIPATED CHANGES IN ACCUMULATED OPERATING SURPLUS (SUPPLEMENTARY INFORMATION)	8 & 9
11	PROJECTED STUDENT STATISTICS	10
12	PROJECTED STAFFING STATISTICS	11
13	BOARD AND SYSTEM ADMINISTRATION CALCULATION	12
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:

Enrolment for 2019-20 is projected to be 394 students which represents an increase of 41 students or 11.5% over 2018-19 and is a record high enrolment for our school.

For the first time New Horizons School will enrol two classes of students in each of the grades K-7 and one class enrolment in grades 8 and 9.

Certificated staff will increase by 1.09 to accommodate the additional grade 7 class

Non-certified staff will increase by 1.5

The budget provides for implementation of key priorities in the schools' Three-Year Education Plan for 2019-20 to 2021-22

Assumption that growth will be funded and rates will remain at the same level as 2018-19

Significant Business and Financial Risks:

An unexpected significant decrease in student enrolment would result in a decline in revenue

Funding rates could decrease with the release of the provincial budget in the fall

Salaries for certificated staff have a significant range from bottom to top of the grid; Staffing decisions have an impact on salary cost

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	\$3,713,983	\$3,581,589	\$3,657,441
Alberta Infrastructure		\$0	\$0
Other - Government of Alberta		\$0	\$0
Federal Government and First Nations		\$0	\$0
Other Alberta school authorities		\$0	\$12,492
Out of province authorities		\$0	\$0
Alberta Municipalities-special tax levies		\$0	\$0
Property taxes		\$0	\$0
Fees	\$84,600	\$66,493	\$65,008
Other sales and services	\$1,500	\$3,500	\$1,375
Investment income	\$3,000	\$5,000	\$3,191
Gifts and donations		\$25,000	\$2,742
Rental of facilities	\$24,137	\$31,290	\$23,366
Fundraising		\$0	\$5,213
Gains on disposal of capital assets		\$0	\$0
Other revenue		\$0	\$0
TOTAL REVENUES	\$3,827,220	\$3,712,872	\$3,770,828
EXPENSES			
Instruction - Early Childhood Services	\$120,182	\$141,562	\$111,433
Instruction - Grades 1-12	\$2,962,303	\$2,880,615	\$2,657,977
Plant operations & maintenance	\$363,940	\$296,820	\$643,526
Transportation	\$139,074	\$125,599	\$98,219
Administration	\$204,759	\$232,972	\$191,949
External Services	\$11,863	\$11,181	\$7,640
TOTAL EXPENSES	\$3,802,121	\$3,688,749	\$3,710,744
ANNUAL SURPLUS (DEFICIT)	\$25,099	\$24,123	\$60,084

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	\$1,894,475	\$1,722,898	\$1,675,831
Certificated benefits	\$438,525	\$414,452	\$354,627
Non-certificated salaries and wages	\$418,457	\$314,210	\$243,587
Non-certificated benefits	\$137,971	\$89,916	\$43,330
Services, contracts, and supplies	\$882,493	\$1,123,173	\$973,998
Capital and debt services			
Amortization of capital assets			
Supported	\$0	\$0	\$397,135
Unsupported	\$24,750	\$17,750	\$9,727
Interest on capital debt			
Supported		\$0	\$0
Unsupported		\$0	\$0
Other interest and finance charges	\$5,450	\$6,350	\$5,509
Losses on disposal of capital assets		\$0	\$0
Other expenses		\$0	\$7,000
TOTAL EXPENSES	\$3,802,121	\$3,688,749	\$3,710,744

**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	\$0	\$0	\$0
BASIC INSTRUCTION SUPPLIES (Instructional supplies, & materials)	\$0	\$18,618	\$16,617
LUNCHROOM SUPERVISION & NOON HOUR ACTIVITY FEES	\$28,270	\$28,100	\$23,087
FEES TO ENHANCE BASIC INSTRUCTION			
Technology user fees	\$16,550	\$0	\$0
Alternative program fees	\$1,920	\$0	\$0
Fees for optional courses	\$12,250	\$4,420	\$10,180
ECS enhanced program fees	\$0	\$0	\$0
ACTIVITY FEES	\$25,610	\$15,355	\$11,388
Other fees to enhance education (Describe here)	\$0	\$0	\$0
NON-CURRICULAR FEES			
Extra-curricular fees	\$0	\$0	\$3,736
Non-curricular goods and services	\$0	\$0	\$0
NON-CURRICULAR TRAVEL			
OTHER FEES (Describe here)	\$0	\$0	\$0
TOTAL FEES	\$84,600	\$66,493	\$65,008

**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	\$0	\$0	\$0
Special events	\$0	\$0	\$0
Sales or rentals of other supplies/services	\$0	\$2,000	\$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	\$1,500	\$1,500	\$0
Bulk supply sales	\$0	\$0	\$0
Other (describe) Other (Describe)	\$0	\$0	\$0
Other (describe) Other (Describe)	\$0	\$0	\$0
Other (describe) Other (Describe)	\$0	\$0	\$0
Other (describe) Other sales (describe here)	\$0	\$0	
Other (describe) Other sales (describe here)	\$0	\$0	
TOTAL	\$1,500	\$3,500	\$0

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
FEEES						
	TRANSPORTATION	\$0	\$0	\$0	\$0	\$0
	BASIC INSTRUCTION SUPPLIES (Instructional supplies, & materials)	\$0	\$0	\$0	\$0	\$0
	LUNCHROOM SUPERVISION & NOON HOUR ACTIVITY FEES	Remuneration for lunch supervision - mandatory \$28,270	\$0	\$0	\$0	\$28,270
FEEES TO ENHANCE BASIC INSTRUCTION						
	Technology user fees	\$0	\$0	\$0	\$16,550	\$16,550
	Alternative program fees	\$0	\$0	\$0	\$1,920	\$1,920
	Fees for optional courses	\$0	\$0	\$0	\$12,250	\$12,250
	ECS enhanced program fees	\$0	\$0	\$0	\$0	\$0
	ACTIVITY FEES	\$0	\$15,366	\$10,244	\$0	\$25,610
	Other fees to enhance education	\$0	\$0	\$0	\$0	\$0
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	\$28,270	\$15,366	\$10,244	\$30,720	\$84,600

**Supplies and Materials represent consumables (one-time use such as paper), reuseable 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	\$1,170,734	\$174,959	\$0	\$435,420	\$253,951	\$181,469	\$560,355
2018/2019 Estimated impact to AOS for:							
Prior period adjustment	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Estimated surplus(deficit)	\$0			\$0	\$0		
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)		\$0		\$0	\$0		
Estimated capital revenue recognized - Alberta Education		\$0		\$0	\$0		
Estimated capital revenue recognized - Alberta Infrastructure		\$0		\$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	\$0	\$0	\$0
Estimated assumptions/transfers of operations (explain)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Estimated Balances for August 31, 2019	\$1,170,734	\$174,959	\$0	\$435,420	\$253,951	\$181,469	\$560,355
2019/2020 Budget projections for:							
Budgeted surplus(deficit)	\$25,099			\$25,099	\$25,099		
Projected board funded capital asset additions		\$477,000		\$0	\$0		(\$477,000)
Budgeted disposal of unsupported tangible capital assets	\$0	\$0		\$0	\$0		\$0
Budgeted amortization of capital assets (expense)		(\$24,750)		\$24,750	\$24,750		
Budgeted capital revenue recognized - Alberta Education		\$0		\$0	\$0		
Budgeted capital revenue recognized - Alberta Infrastructure		\$0		\$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	\$0	\$0	\$0
Projected assumptions/transfers of operations (explain)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Projected Balances for August 31, 2020	\$1,195,833	\$627,209	\$0	\$485,269	\$303,800	\$181,469	\$83,355

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	\$253,851	\$303,800	\$303,800	\$181,469	\$181,469	\$181,469	\$580,355	\$83,355	\$83,355
Projected excess of revenues over expenses (surplus only)	\$25,099	\$0	\$0						
Budgeted disposal of unsupported tangible capital assets	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Budgeted amortization of capital assets (expense)	\$24,750	\$0	\$0	\$0	\$0	\$0			
Budgeted capital revenue recognized	\$0	\$0	\$0	\$0	\$0	\$0			
Budgeted changes in Endowments	\$0	\$0	\$0	\$0	\$0	\$0			
Budgeted unsupported debt principal repayment	\$0	\$0	\$0	\$0	\$0	\$0			
Projected reserves transfers (net)	\$0	\$0	\$0	\$0	\$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
New school start-up costs	\$0	\$0	\$0	\$0	\$0	\$0		\$0	\$0
Decentralized school reserves	\$0	\$0	\$0	\$0	\$0	\$0		\$0	\$0
Non-recurring certificated remuneration	\$0	\$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			
Transportation 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			
POM expenses	\$0	\$0	\$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	(\$47,000)	\$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	(\$430,000)	\$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	\$0	\$0
Other 1 - please use this row only if no other row is appropriate	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other 2 - please use this row only if no other row is appropriate	\$0	\$0	\$0	\$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	\$0	\$0	\$0
Other 4 - please use this row only if no other row is appropriate	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Estimated closing balance for operating contingency	\$303,800	\$303,800	\$303,800	\$181,469	\$181,469	\$181,469	\$83,355	\$83,355	\$83,355

Total surplus as a percentage of 2020 Expenses	14.96%	14.96%	14.96%
ASO as a percentage of 2020 Expenses	12.76%	12.76%	12.76%

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.

2019/2020

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

Purchase and installation of one (1) modular classroom
Parking lot addition of stalls to accomodate modular

**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.

Purchase and installation of one (1) modular classroom
Parking lot addition of stalls to accomodate modular

2021/2022

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

Purchase and installation of one (1) modular classroom
Parking lot addition of stalls to accomodate modular

August 31, 2022

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

**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	356	314	281	Head count
Grades 10 to 12			-	Note 3
Total	356	314	281	Grades 1-12 students eligible for base instruction funding from Alberta Education.
Percentage Change	13.4%	11.7%		
Other Students:				
Total			-	Note 4
Total Net Enrolled Students	356	314	281	
Home Ed and Blended Program Students			-	Note 5
Total Enrolled Students, Grades 1-12	356	314	281	
Percentage Change	13.4%	11.7%		
Of the Eligible Funded Students:				
Students with Severe Disabilities	5	5	3	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.

EARLY CHILDHOOD SERVICES (ECS)				
Eligible Funded Children	38	39	37	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	38	39	37	
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	19	20	19	
Percentage Change	-2.6%	5.4%		
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:**
- 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 2019/2020 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 AANDC (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 2019/2020	Actual 2018/2019	Fall Budget 2018/2019	Actual 2017/2018	Notes
CERTIFICATED STAFF					
School Based	20.9	19.8	19.8	18.2	Teacher certification required for performing functions at the school level.
Non-School Based	0.6	0.5	0.5	0.6	Teacher certification required for performing functions at the system/central office level.
Total Certificated Staff FTE	21.5	20.3	20.3	18.7	FTE for personnel possessing a valid Alberta teaching certificate or equivalency.
<i>Percentage change from prior period</i>	5.9%	8.7%	6.0%	8.6%	
If an average standard cost is used, please disclose rate:					
Student F.T.E. per certificated Staff	17.4	16.4		16.0	
Certificated Staffing Change due to:					
		Please Allocate			
		-	0.0		
Enrolment Change	1.2	-	1.6		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	-	-	n/a		Descriptor (required):
Total Change	1.2	-	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	11.2	10.2	9.2	7.3	Personnel providing instruction support for schools under 'Instruction' program areas.
Plant Operations & Maintenance	-	-	-	-	Personnel providing support to maintain school facilities
Transportation	-	-	-	-	Personnel providing direct support to the transportation of students to and from school
Other	-	-	1.0	0.6	Personnel in Board & System Admin. and External service areas.
Total Non-Certificated Staff FTE	11.2	10.2	10.2	7.9	FTE for personnel not possessing a valid Alberta teaching certificate or equivalency.
<i>Percentage Change</i>	9.8%	29.1%	9.5%	29.5%	
Explanation of Changes:					
Additional Information					
Are non-certificated staff subject to a collective agreement? <input type="checkbox"/>					
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**

6015

TOTAL EXPENSES (From "Total" column of Line 28 of Schedule of Program Operations) **\$3,802,121**

Enter Number of Net Enrolled Students: **356**

Enter Number of Funded (ECS) Children: **38**

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%** 5.39%

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 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 **\$205,315**

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) **\$193,837**

2019/2020 MAXIMUM EXPENSE LIMIT (the greater of A or B above) **\$205,315**

Actual Board & System Administration from G31 of "Budgeted Statement of Operations" **\$204,759**

Amount Overspent **\$0**