

# BUDGET REPORT

## FOR THE YEAR ENDING AUGUST 31, 2013




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

**Horizon School Division No. 67**

Legal Name of School Jurisdiction

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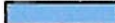

Telephone and Fax Numbers

<b>Audrey Krizsan</b> Name	<b>BOARD CHAIR</b>	 Signature
<b>Cheryl Gilmore</b> Name	<b>SUPERINTENDENT</b>	 Signature
<b>John Rakai</b> Name	<b>SECRETARY TREASURER</b>	 Signature
<b>Certified An accurate summary of the year's budget approved by the Board of Trustees at its meeting held <u>May 15, 2012</u> .</b> Date		

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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- 2012/2013 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:**

Projected overall jurisdictional decline in enrollment  
 ATA Collective Agreement expires August 31, 2012 - no increase applied to salary grid  
 Average budgeted teacher salary increase of 1.27% due to gird movement (years experience)  
 CUPE / CUPE Related agreement expires August 31, 2013 - expected percentage increase expected to equal 2.17%  
 Zero based budgeting and 3 year trend analysis used through out non-salary components of expenses to keep projected costs down  
 All "Other Sales & Services" components of budget and grant funding initiatives have balanced budgets  
 Existing staffing formulas and programs and services maintained with initiatives being introduced to work toward an Inclusive Education Model

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

ATA Collective Agreement expires August 31, 2012 (0% increase applied for budgeting purposes)  
 A 1% increase in the salary equals approximately \$200,000

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

	Approved Budget 2012/2013	Final Approved Budget 2011/2012	Actual 2010/2011
<b>REVENUES</b>			
Government of Alberta	\$42,692,596	\$41,889,129	\$39,052,304
Federal Government and/or First Nations	\$1,000	\$1,000	\$0
Other Alberta school authorities	\$19,487	\$18,080	\$17,792
Out of province authorities	\$0	\$0	\$0
Alberta Municipalities-special tax levies	\$0	\$0	\$0
Fees	\$419,630	\$811,276	\$584,245
Other sales and services	\$1,985,000	\$279,720	\$1,767,188
Investment income	\$200,000	\$290,029	\$255,196
Gifts and donations	\$0	\$111,888	\$491,906
Fundraising	\$245,000	\$123,077	\$1,245,855
Rental of facilities	\$13,475	\$16,685	\$17,700
Gain on disposal of capital assets	\$0	\$0	\$4,690
Amortization of capital allocations	\$1,259,390	\$867,305	\$659,502
Other revenue	\$173,600	\$265,140	\$154,936
<b>TOTAL REVENUES</b>	<b>\$47,009,178</b>	<b>\$44,673,329</b>	<b>\$44,251,314</b>
<b>EXPENSES</b>			
ECS - Grade 12 Instruction	\$33,901,281	\$34,003,385	\$32,857,152
Operations & Maintenance of Schools and Maintenance Shops	\$4,920,546	\$5,383,471	\$5,009,773
Transportation	\$3,538,422	\$3,222,856	\$3,198,983
Board & System Administration	\$1,808,734	\$1,640,841	\$1,565,892
External Services	\$3,167,024	\$800,090	\$756,843
<b>TOTAL EXPENSES</b>	<b>\$47,336,007</b>	<b>\$45,050,643</b>	<b>\$43,388,643</b>
<b>ANNUAL SURPLUS (DEFICIT)</b>	<b>(\$326,829)</b>	<b>(\$377,314)</b>	<b>\$862,671</b>

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

	Approved Budget 2012/2013	Final Approved Budget 2011/2012	Actual 2010/2011
<b>EXPENSES</b>			
Certificated salaries	\$19,855,285	\$19,972,191	\$18,880,805
Certificated benefits	\$4,261,498	\$3,476,445	\$1,993,214
Non-certificated salaries and wages	\$6,994,257	\$7,109,643	\$7,297,490
Non-certificated benefits	\$1,691,873	\$1,580,927	\$1,311,788
Services, contracts, and supplies	\$12,933,673	\$11,665,499	\$12,757,769
<b>Capital and debt services</b>			
Amortization of capital assets			
supported	\$1,259,390	\$867,305	\$659,502
unsupported	\$326,830	\$375,975	\$452,164
Interest on capital debt			
supported	\$13,201	\$21,319	\$26,269
unsupported	\$0	\$1,339	\$2,774
Other interest charges	\$0	\$0	\$0
Loss on disposal of capital assets	\$0	\$0	\$6,868
Other expense	\$0	\$0	\$0
<b>TOTAL EXPENSES</b>	<b>\$47,336,007</b>	<b>\$45,050,643</b>	<b>\$43,388,643</b>

**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, 2011</b>	\$12,840,093	\$4,230,853	\$6,609,240	\$2,404,928	\$6,204,312	\$0
<b>2011/2012 Estimated impact to net assets for:</b>						
Estimated surplus(deficit)	\$250,000			\$250,000		
Estimated Board funded capital asset additions		\$720,000		(\$720,000)	\$0	\$0
Estimated Amortization of capital assets (expense)		(\$1,308,055)		\$1,308,055		
Estimated Amortization of capital allocations (revenue)		\$853,810		(\$853,810)		
Estimated Unsupported debt principal repayment		\$12,406		(\$12,406)		
Estimated reserve transfers (net)				\$0	\$0	\$0
Estimated Assumptions/Transfers of Operations	\$0	\$0	\$0	\$0	\$0	\$0
<b>Estimated Balances for August 31, 2012</b>	\$13,090,093	\$4,509,014	\$8,581,079	\$2,376,767	\$6,204,312	\$0
<b>2012/2013 Budget Projections for:</b>						
Budgeted surplus(deficit)	(\$326,829)			(\$326,829)		
Projected Board funded capital asset additions		\$0		\$0	\$0	\$0
Budgeted Amortization of capital assets (expense)		(\$1,586,220)		\$1,586,220		
Budgeted Amortization of capital allocations (revenue)		\$1,259,390		(\$1,259,390)		
Budgeted Unsupported debt principal repayment		\$12,406		(\$12,406)		
Projected reserve transfers (net)				\$0	\$0	\$0
Projected Assumptions/Transfers of Operations	\$0	\$0	\$0	\$0	\$0	\$0
<b>Projected Balances for August 31, 2013</b>	\$12,763,264	\$4,194,590	\$8,568,674	\$2,364,362	\$6,204,312	\$0

**ANTICIPATED CHANGES IN NET ASSETS SUMMARY- 2012/2013 BUDGET REPORT**

The following explains the anticipated changes to Unrestricted Net Assets, Investment in Capital Assets, Operating Reserves and Capital Reserves for 2011/2012 and 2012/2013 and breaks down the planned additions to unsupported capital.

No significant changes anticipated as identified above.  
No planned or approved capital projects beyond 2011-2012

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

	Budgeted 2012/2013 (Note 2)	Actual 2011/2012	Actual 2010/2011	Notes
<b>GRADES 1 TO 12</b>				
<b>Eligible Funded Students:</b>				
Grades 1 to 9	2,443	2,486	2,504	Head count
Grades 10 to 12	726	772	780	Note 3
<b>Total</b>	<b>3,169</b>	<b>3,258</b>	<b>3,284</b>	Grades 1-12 students eligible for base instruction funding from Alberta Education.
<b>Other Students:</b>				
<b>Total</b>	<b>-</b>	<b>12</b>	<b>19</b>	Note 4
<b>Total Net Enrolled Students</b>	<b>3,169</b>	<b>3,270</b>	<b>3,303</b>	
<b>Home Ed and Blended Program Students</b>	<b>6</b>	<b>-</b>	<b>-</b>	Note 5
<b>Total Enrolled Students, Grades 1-12</b>	<b>3,175</b>	<b>3,270</b>	<b>3,303</b>	
<b>Of the Eligible Funded Students:</b>				
<b>Severely Disabled Students served</b>	<b>87</b>	<b>85</b>	<b>89</b>	Total eligible funded severely disabled student FTEs; including Code 40s (excluding Code 47s).
<b>EARLY CHILDHOOD SERVICES (ECS)</b>				
<b>Eligible Funded Children</b>	<b>286</b>	<b>319</b>	<b>297</b>	ECS children eligible for ECS base instruction funding from Alberta Education.
<b>Other children</b>	<b>-</b>	<b>-</b>	<b>2</b>	ECS children not eligible for ECS base instruction funding from Alberta Education.
<b>Total Enrolled Children - ECS</b>	<b>286</b>	<b>319</b>	<b>299</b>	
<b>Program Hours</b>	<b>480</b>	<b>480</b>	<b>480</b>	Minimum: 475 Hours
<b>FTE Ratio</b>	<b>0.505</b>	<b>0.505</b>	<b>0.505</b>	Actual hours divided by 950
<b>FTE's Enrolled, ECS</b>	<b>145</b>	<b>161</b>	<b>151</b>	
<b>Of the Eligible Funded Children:</b>				
<b>Severely Disabled Children served</b>	<b>10</b>	<b>6</b>	<b>12</b>	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 2012/2013 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**

	Budgeted 2012/2013	Actual 2011/2012	Actual 2010/2011	Notes
<b>CERTIFICATED STAFF</b>				
School Based	206.1	205.7	206.8	Teacher certification required for performing functions at the school level.
Non-School Based	6.8	6.8	6.8	Teacher certification required for performing functions at the system/central office level.
<b>Total Certificated Staff FTE</b>	<b>212.9</b>	<b>212.5</b>	<b>213.6</b>	<b>FTE for personnel possessing a valid Alberta teaching certificate or equivalency.</b>
<b>Certificated Staffing Change due to:</b>				
Enrolment Change	-	(1.1)	(3.5)	If negative change impact, the small class size initiative is to include any/all teachers retained.
Other Factors	0.4	-	-	Descriptor (required): Deferred Revenue Initiatives & Expected Increase in Decentralized Purchases
<b>Total Change</b>	<b>0.4</b>	<b>(1.1)</b>	<b>(3.5)</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	-	14.0	-	FTEs
Other (retirement, attrition, etc.)	-	5.0	(7.0)	Descriptor (required):
<b>Total Negative Change in Certificated FTEs</b>	<b>-</b>	<b>19.0</b>	<b>(7.0)</b>	<b>Breakdown required where year-over-year total change in Certificated FTE is 'negative' only.</b>
<b>NON-CERTIFICATED STAFF</b>				
Instructional	174.2	178.7	186.2	Personnel providing instruction support for schools under 'Instruction' program areas.
Non-Instructional	32.8	32.2	32.0	Personnel in Transportation, Board & System Admin., O&M and External service areas.
<b>Total Non-Certificated Staff FTE</b>	<b>207.0</b>	<b>210.9</b>	<b>218.2</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	(3.9)	(7.1)	0.8	FTEs
Other Factors	-	-	3.0	Descriptor (required):
<b>Total Change</b>	<b>(3.9)</b>	<b>(7.1)</b>	<b>3.8</b>	<b>Year-over-year change in Non-Certificated FTE</b>