

# BUDGET REPORT FOR THE YEAR ENDING AUGUST 31, 2015

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

Westwind School Division No.74

Legal Name of School Jurisdiction

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## BOARD CHAIR

Mr. Ron Fromm

Name



Signature

## SUPERINTENDENT

Mr. Ken Sommerfeldt

Name



Signature

## SECRETARY TREASURER or TREASURER

Mr. Dexter Durfey

Name



Signature

Certified as an accurate summary of the year's budget as approved by the Board  
of Trustees at its meeting held on

May 13, 2014

Date

c.c. Alberta Education  
c/o Robert Mah, Financial Reporting & Accountability Branch  
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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- 2014/2015 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:**

- Salary and Wage increases via grid and 1.3% to teachers managed in year with minimal funding rate increases
- Staffing reductions required to meet funding constraints
- Budgeting an overall deficit
- Budgeting an increased Grade 1-12 enrolment of 28 students (Provincial Funded Students)

**Significant Business and Financial Risks:**

- Fuel price uncertainty a risk for Transportation (compounded by no longer receiving Fuel Price Contingency Funding)
- Utility cost uncertainty a risk to O&M (compounded by the reduction in O&M Funding)

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

	Approved Budget 2014/2015	Fall Budget Update 2013/2014	Actual 2012/2013
<b>REVENUES</b>			
Alberta Education	\$44,839,608	\$44,035,713	\$43,420,849
Other - Government of Alberta	\$38,115	\$141,440	\$95,238
Federal Government and First Nations	\$3,927,093	\$4,102,684	\$4,209,913
Other Alberta school authorities	\$0	\$0	\$0
Out of province authorities	\$0	\$0	\$0
Alberta Municipalities-special tax levies	\$50,000	\$60,000	\$50,407
Property taxes	\$0	\$0	\$0
Fees	\$522,782	\$538,015	\$511,516
Other sales and services	\$243,526	\$263,100	\$429,789
Investment income	\$162,096	\$208,745	\$187,551
Gifts and donations	\$44,000	\$15,000	\$46,730
Rental of facilities	\$1,000	\$1,000	\$695
Fundraising	\$785,000	\$875,000	\$789,329
Gains on disposal of capital assets	\$0	\$0	\$7,000
Other revenue	\$30,000	\$28,500	\$1,114,632
<b>TOTAL REVENUES</b>	\$50,643,220	\$50,269,197	\$50,863,649
<b>EXPENSES</b>			
Instruction	\$41,078,169	\$40,346,786	\$39,816,662
Plant operations & maintenance	\$5,666,373	\$5,843,435	\$5,985,378
Transportation	\$2,081,294	\$2,053,943	\$1,942,646
Administration	\$2,104,282	\$2,119,153	\$2,167,496
External Services	\$157,537	\$162,538	\$247,020
<b>TOTAL EXPENSES</b>	\$51,087,655	\$50,525,855	\$50,159,202
<b>ANNUAL SURPLUS (DEFICIT)</b>	(\$444,435)	(\$256,658)	\$704,447

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

	Approved Budget 2014/2015	Fall Budget Update 2013/2014	Actual 2012/2013
<b>EXPENSES</b>			
Certificated salaries	\$23,173,271	\$22,861,297	\$22,392,674
Certificated benefits	\$4,902,170	\$4,823,266	\$4,930,595
Non-certificated salaries and wages	\$9,386,981	\$9,338,615	\$9,451,026
Non-certificated benefits	\$2,999,056	\$2,962,156	\$2,773,536
Services, contracts, and supplies	\$8,430,717	\$8,197,943	\$8,382,893
<b>Capital and debt services</b>			
Amortization of capital assets			
supported	\$1,400,643	\$1,454,128	\$1,541,720
unsupported	\$754,702	\$743,510	\$578,086
Interest on capital debt			
supported	\$38,115	\$141,440	\$95,238
unsupported	\$0	\$0	\$0
Other interest and finance charges	\$2,000	\$3,500	\$1,815
Losses on disposal of capital assets	\$0	\$0	\$11,619
Other expense	\$0	\$0	\$0
<b>TOTAL EXPENSES</b>	\$51,087,655	\$50,525,855	\$50,159,202

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
<b>Actual balances per AFS at August 31, 2013</b>	\$10,030,381	\$6,421,911	\$184,848	\$3,005,104	\$1,277,794	\$1,727,310	\$418,518
<b>2013/2014 Estimated impact to AOS for:</b>							
Estimated surplus(deficit)	\$350,000			\$350,000	\$350,000		
Estimated Board funded capital asset additions		\$394,100		(\$47,500)	\$0	(\$47,500)	(\$346,600)
Estimated Disposal of unsupported tangible capital assets	\$0			\$0	\$0		\$0
Estimated amortization of capital assets (expense)		(\$2,178,435)		\$2,178,435	\$2,178,435		
Estimated capital revenue recognized - Alberta Education		\$1,396,079		(\$1,396,079)	(\$1,396,079)		
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)				(\$350,352)	(\$661,846)	\$311,494	\$350,352
Estimated Assumptions/Transfers of Operations (Explain)	\$0	\$0		\$0	\$0	\$0	\$0
<b>Estimated Balances for August 31, 2014</b>	<b>\$10,380,381</b>	<b>\$6,033,655</b>	<b>\$184,848</b>	<b>\$3,739,608</b>	<b>\$1,748,304</b>	<b>\$1,991,304</b>	<b>\$422,270</b>
<b>2014/2015 Budget projections for:</b>							
Budgeted surplus(deficit)	(\$444,435)			(\$444,435)	(\$444,435)		
Projected Board funded capital asset additions	\$0	\$218,000		(\$34,000)	\$0	(\$34,000)	(\$184,000)
Budgeted Disposal of unsupported tangible capital assets	\$0			\$0	\$0		\$0
Budgeted Amortization of capital assets (expense)		(\$2,155,345)		\$2,155,345	\$2,155,345		
Budgeted capital revenue recognized - Alberta Education		\$1,400,643		(\$1,400,643)	(\$1,400,643)		
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)				(\$350,352)	(\$654,211)	\$303,659	\$350,352
Projected Assumptions/Transfers of Operations (Explain)	\$0	\$0		\$0	\$0	\$0	\$0
<b>Projected Balances for August 31, 2015</b>	<b>\$9,935,946</b>	<b>\$5,496,953</b>	<b>\$184,848</b>	<b>\$3,665,523</b>	<b>\$1,404,360</b>	<b>\$2,261,163</b>	<b>\$566,622</b>

The following explains the anticipated changes to Unrestricted Surplus, Investment in Tangible Capital Assets, Endowments, Operating Reserves and Capital Reserves for 2013/2014 and 2014/2015 and breaks down the planned additions to unsupported capital. Additional space is provided in the next tab.

**Reason for Changes in Unrestricted Surplus; Investment in Tangible Capital Assets; Endowments; Operating Reserves; and Capital Reserves**

- 2013/2014**
- Unrestricted Net Assets: forecasting a surplus of \$350,000
- Board Funded Capital Additions:
  - \* Operating Reserves: O&M Bobcat; Bus Barn Building Capital
  - \* Capital Reserves: New Busses
- Net Reserve Transfers represent unsupported amortization and budgeted surpluses.
- 2014/2015**
- Unrestricted Net Assets: Budgeting a deficit of \$444,435 (\$178,344 covered by Capitalized IMR surpluses sitting in ICA)
- Board Funded Capital Additions: O&M is planning for a Kabota Mower (\$22,000) and Irrigation Line Compressor (\$12,000). Transportation is budgeting 2 new busses (\$92,000 per).
- Net Reserve Transfers is unsupported capital asset amortization and budget surpluses.

**ANTICIPATED CHANGES IN ACCUMULATED OPERATING SURPLUS  
for the Year Ending August 31**

The following explains the anticipated changes to Unrestricted Surplus, Investment in Tangible Capital Assets, Endowments, Operating Reserves and Capital Reserves for 2013/2014 and 2014/2015 and breaks down the planned additions to unsupported capital.

**Reason for Changes in Unrestricted Surplus; Investment in Tangible Capital Assets; Endowments; Operating and Capital Reserves 2014/2015**

- Budgeting a deficit of \$444,435 (\$178,344 of this deficit is covered by prior year capitalized IMR surpluses sitting in Investments in Capital Assets & \$100,000 transferred from Operating Reserves built from prior years)
- Board Funded Capital Additions: O&M is planning for a Kabota Mower (\$22,000) and Irrigation Line Compressor (\$12,000). Transportation is budgeting 2 new busses (\$92,000 per).
- Net Reserve Transfers is unsupported capital asset amortization and budget surpluses.

**Planned Changes to Board Funded Tangible Capital Assets 2013/2014**

- Board Funded Capital Additions:
  - \* Operating Reserves: O&M Bobcat, Bus Barn Building Capital
  - \* Capital Reserves: New Bus

**2014/2015**

- Board Funded Capital Additions: O&M is planning for a Kabota Mower (\$22,000) and Irrigation Line Compressor (\$12,000). Transportation is budgeting 2 new busses (\$92,000 per)

**Other Information:**



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

	Budgeted 2014/2015 (Note 2)	Actual 2013/2014	Actual 2012/2013	Notes
<b>GRADES 1 TO 12</b>				
<b>Eligible Funded Students:</b>				
Grades 1 to 9	2,812	2,784	2,688	Head count
Grades 10 to 12	784	784	760	Note 3
<b>Total</b>	<b>3,596</b>	<b>3,568</b>	<b>3,448</b>	Grades 1-12 students eligible for base instruction funding from Alberta Education.
<b>Other Students:</b>				
<b>Total</b>	<b>355</b>	<b>350</b>	<b>382</b>	Note 4
<b>Total Net Enrolled Students</b>	<b>3,951</b>	<b>3,918</b>	<b>3,830</b>	
<b>Home Ed and Blended Program Students</b>	<b>-</b>	<b>10</b>	<b>12</b>	Note 5
<b>Total Enrolled Students, Grades 1-12</b>	<b>3,951</b>	<b>3,928</b>	<b>3,842</b>	
<b>Of the Eligible Funded Students:</b>				
Severely Disabled Students served	100	109	120	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>407</b>	<b>402</b>	<b>420</b>	ECS children eligible for ECS base instruction funding from Alberta Education.
<b>Other children</b>	<b>24</b>	<b>24</b>	<b>23</b>	ECS children not eligible for ECS base instruction funding from Alberta Education.
<b>Total Enrolled Children - ECS</b>	<b>431</b>	<b>426</b>	<b>443</b>	
<b>Program Hours</b>	<b>475</b>	<b>475</b>	<b>475</b>	Minimum: 475 Hours
<b>FTE Ratio</b>	<b>0.500</b>	<b>0.500</b>	<b>0.500</b>	Actual hours divided by 950
<b>FTE's Enrolled, ECS</b>	<b>216</b>	<b>213</b>	<b>222</b>	
<b>Of the Eligible Funded Children:</b>				
Severely Disabled Children served	90	98	89	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 2014/2015 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 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 2014/2015	Actual 2013/2014	Actual 2012/2013	Notes
<b>CERTIFICATED STAFF</b>				
School Based	239.9	238.9	238.5	Teacher certification required for performing functions at the school level.
Non-School Based	5.0	5.0	5.0	Teacher certification required for performing functions at the system/central office level.
Total Certificated Staff FTE	244.9	243.9	243.5	FTE for personnel possessing a valid Alberta teaching certificate or equivalency.
<b>Certificated Staffing Change due to:</b>				
Enrolment Change	1.0	0.4	(2.0)	If negative change impact, the small class size initiative is to include any/all teachers retained.
Other Factors	-	-	(1.7)	Descriptor (required):
Total Change	1.0	0.4	(3.7)	Year-over-year change in Certificated FTE
<b>Breakdown, where total change is Negative:</b>				
Continuous contracts terminated	-	-	-	FTEs
Non-permanent contracts not being renewed	-	-	-	FTEs
Other (retirement, attrition, etc.)	-	0.4	(3.7)	Descriptor (required):
Total Negative Change in Certificated FTEs	-	0.4	(3.7)	Breakdown required where year-over-year total change in Certificated FTE is 'negative' only.
<b>NON-CERTIFICATED STAFF</b>				
Instructional	195.0	199.8	194.1	Personnel providing instruction support for schools under 'Instruction' program areas.
Non-Instructional	99.2	99.0	100.3	Personnel in Transportation, Board & System Admin., O&M and External service areas.
Total Non-Certificated Staff FTE	294.2	298.8	294.4	FTE for personnel not possessing a valid Alberta teaching certificate or equivalency.
<b>Non-Certificated Staffing Change due to:</b>				
Enrolment Change	-	4.4	-	FTEs
Other Factors	(4.6)	-	(0.5)	Descriptor (required):
Total Change	(4.6)	4.4	(0.5)	Year-over-year change in Non-Certificated FTE