



**DISTRICT EDUCATION COUNCIL
Superintendent's Monitoring Report**

POLICY NAME	Budgeting / Forecasting		
POLICY NUMBER	ASD-W-EL4	Number of Reports per year	4
Date of Report	January 22, 2015		
Date of Previous Report (s) This School Year	September 25, 2014		
Date of Future Report (s) This School Year	March 19, 2015 June 11, 2015		
Report Filed by:	David McTimoney, Superintendent		
Report Supported by:	Shawn Tracey, Director of Finance and Administration Terri McKellar, Budget and Accounting Manager		

REPORT:

- **Policy calls for assurances that the Superintendent will not cause or allow the development of fiscal jeopardy or a material deviation of actual expenditures from council priorities established in educational goals and priorities policies. The Superintendent will show a generally acceptable level of foresight in his strategic work with the budget, ensuring the financial health of the district remains intact.**
- **The Superintendent is not intentionally incurring a deficit, understanding the parameters of the budget dollars assigned to us. While the 3rd quarter report may show the numbers projecting a deficit for certain lines, the Superintendent and Director of Finance and Administration (DFA) continue to monitor actual expenses as they arise and can shift budget dollars from line to line to offset unexpected costs. The Superintendent and DFA have noted “areas of concern” to monitor closely. There is also a contingency plan that includes the use of self-sustaining dollars for expenses we occur due to extra but necessary initiatives supporting our district as well as a collaborative process with the Department of Education and Early Childhood Development (EECD) if it is clear that the assigned budget does not satisfactorily meet the true needs of the district to meet the expectations of education services in our province.**
- **Through the attached “3rd Quarter Report”, the Superintendent and DFA will ensure appropriate and adequate information is made available to the District Education Council (DEC), demonstrating accurate projections of expenses and revenues, as necessary. (Appendix A)**

POLICY NAME	Budgeting / Forecasting
<ul style="list-style-type: none"> • Financial considerations for capital improvement projects and major capital construction projects will remain a separate process and in accordance with provincial guidelines and the Education Act. There is a process for emergency funding for facilities that incorporates the expertise and collaboration of EECD. The Superintendent has and will advise the DEC of any significant investment into capital costs from the self-sustaining dollars. • The Superintendent has not planned for expenditures in the fiscal year that would exceed the budgeted amounts that are provided to the district by EECD. In saying this, the Superintendent will make responsible financial decisions related to system necessities and priorities that he believes will be covered through efficiencies in our spending or, at last resort, using self-sustaining dollars to cover the cost. • The Superintendent will ensure that the budget allotment to the DEC will meet their needs for Council development and Council and Committee meetings. Historically, EECD assigned a budget line specific to DEC Operating Expenses. This is no longer the case. In response to this, the Council may wish to review Policy ASD-W-EL4 #4 to determine if there is a better way to monitor DEC finances. • The Superintendent is committed to minimizing the effects of declining enrolment on school budgets. Strategies for this include a cap (2.5%) on budget changes from standardizing the school budgets across Anglophone West School District and providing a revenue sharing model with our self-sustaining dollars (\$723 156.43 shared with schools). Self-sustaining revenue shared with schools can carry forward from fiscal year to fiscal year. • The Superintendent, DFA, Budget and Accounting Manager and relevant Directors have met to ensure appropriate distribution of budgets to spending authorities in the district. <p>Appendices:</p> <ul style="list-style-type: none"> • A – 3rd Quarter Report • B – Anglophone West School District Budget, 2014-15 fiscal year (Nov 30/14) 	

Superintendent's Signature:	_____
DEC Chair Signature:	_____
Date:	_____

2014 - 2015 Fiscal Year

Anglophone West School District

3rd Quarter Report

Third Quarter

We are projecting a balanced budget for the third quarter period.

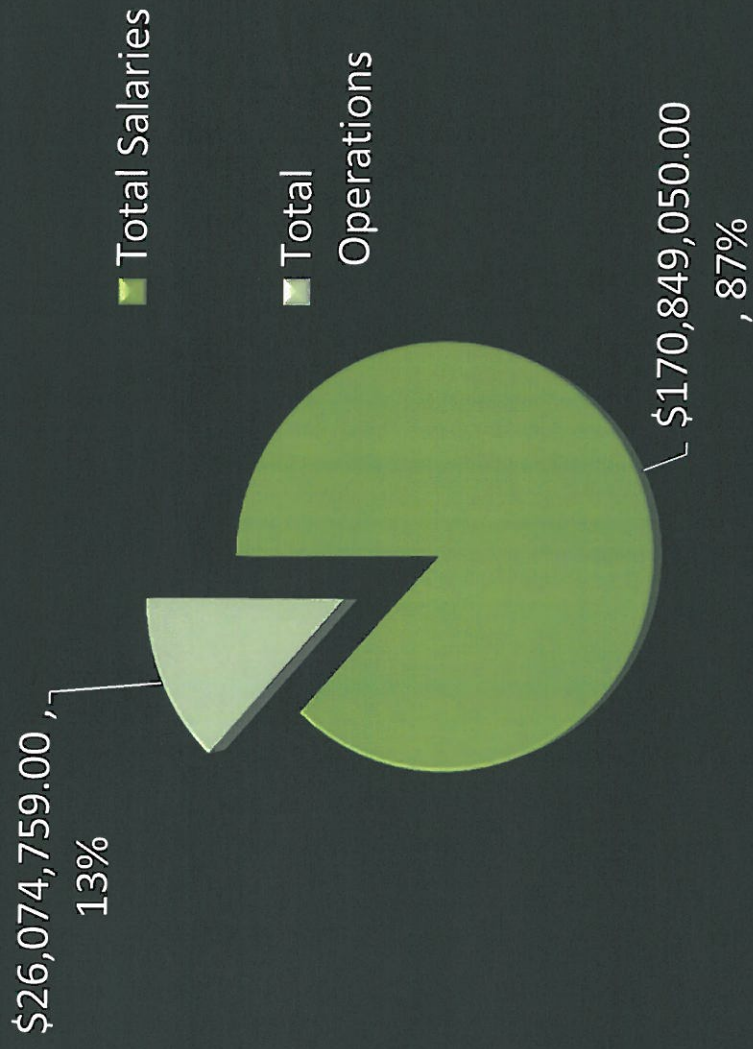
Our Total Revised Budget is \$209,761,809 this fiscal.

Balance budget is based on receiving shortfalls in areas of replacement/benefit costs and heating costs

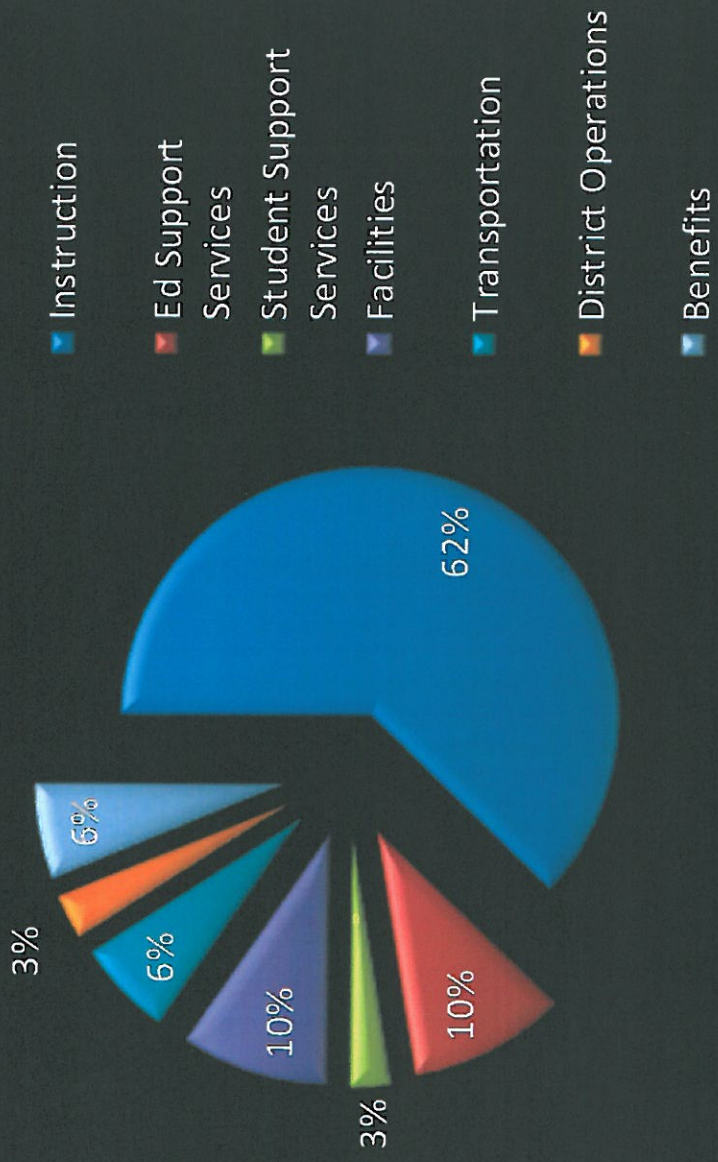
Third Quarter Issues

- Budget Pressures Identified:
- Replacement costs for Supply Teachers, SAA's, EA's, Custodians, Bus Drivers.
- Benefits
-
- Natural Gas costs
- This represents an EECD commitment of \$1,736,619.00.

Salaries & Benefits vs Operations



Redistributed Budgets



Appendix B

ANGLOPHONE SCHOOL DISTRICT - WEST
Third Quarter Report
As At November 30, 2014

Activity & Account	Description	Expenses				Year-to-Date		Total	% Spent to-Date	Variance	
		Original Budget (DEP)	Budget Transfers Received	Oracle Budget 30-Nov-14	Forecast	30-Nov-14	Year-to-Date			Amount	%
TOTAL INSTRUCTION		\$128,608,997	\$1,761,786	\$130,370,783	\$37,879,996	\$93,215,059	\$131,095,055	71.10%	(\$724,272)	(0.56%)	
TOTAL EDUCATIONAL SUPPORT SERVICES		\$21,210,290	\$313,163	\$21,523,453	\$14,768,320	\$7,329,525	\$22,097,845	33.17%	(\$574,392)	(2.67%)	
TOTAL STUDENT SUPPORT SERVICES		4,002,322	1,475,919	5,478,241	3,046,442	1,471,509	4,517,951	32.57%	960,290	17.53%	
TOTAL FACILITIES		\$20,061,244	\$0	\$20,061,244	\$10,117,586	\$10,640,104	\$21,244,934	50.08%	(\$1,183,690)	(5.90%)	
TOTAL TRANSPORTATION		\$13,287,278	\$0	\$13,287,278	\$6,366,560	\$7,247,926	\$13,614,486	53.24%	(\$327,208)	(2.46%)	
TOTAL DISTRICT OPERATIONS		\$8,817,711	(\$2,717,419)	\$6,171,292	\$2,260,084	\$3,363,637	\$5,623,721	59.81%	\$547,571	8.87%	
TOTAL EMPLOYEE BENEFITS		\$12,946,948	(\$87,902)	\$12,859,046	\$2,484,144	\$10,809,820	\$13,293,964	81.31%	(\$434,917)	(3.38%)	
TOTAL SPECIAL PROJECTS		\$0	\$10,472	\$10,472	(201,260)	\$211,732	\$10,472	-	\$0	0.00%	
TOTAL		\$208,934,790	\$756,019	\$209,761,809	\$76,721,872	\$134,289,312	\$211,498,428	63.49%	(\$1,736,619)	(0.83%)	
Transfer(s) from Self-sustaining Funds										\$	
ADJUSTED SURPLUS / (DEFICIT)										Commitment from EECD	
										\$ 1,736,619.00	
										\$	

ADJUSTED SURPLUS / (DEFICIT)