



**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	June 7, 2018		
Date of Previous Report (s) This School Year	October 10, 2017 January 15, 2018 March 16, 2018		
Date of Future Report (s) This School Year	N/A		
Report Filed by:	Catherine Blaney, Acting Superintendent		
Report Supported by:	Shawn Tracey, Director of Finance and Administration Terri McKellar, Budget and Accounting Manager		

- **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. The final report for the 2017-18 fiscal year shows a final surplus of \$52,685, which was 0.02% of the \$225,577,998 available. Whereas the surplus is less than \$500 000, it remains with ASD-W. The full details of 2017-2018 budget are available in Appendix D.**
- **There was also a contingency plan that included the use of self-sustaining dollars for expenses incurred due to extra but necessary initiatives supporting our district. If global dollars could cover the costs at year end, then an accounting correction was made to save the self-sustaining (carry forward) dollars for another initiative or need.**
- **The final results of the District Education Council operations budget for 2017-18 are summarized in Appendix B. The DEC spent \$31,567.09 of the \$50,000 budget allotted. Most of this was for travel and meeting expenses.**
- **A recommended DEC Budget for the 2018-19 fiscal year would be \$50,000 due to the fact of additional meetings this coming year.**

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- **Financial considerations for capital improvement projects and major capital construction projects remained a separate process and in accordance with provincial guidelines and the Education Act. These lists were approved at the May, 2018 Public DEC meeting. There is a process for emergency funding for facilities that incorporates the expertise and collaboration of EECD.**

- **The 2018-19 interim global district budget has been provided to the district by EECD in the amount of \$226,589,400. It is a common practice for additional transfers to occur throughout the year for various other initiatives.**

- **The Superintendent, DFA, Budget and Accounting Manager and relevant Directors will ensure appropriate distribution of budgets to spending authorities in the district. Schools will have their school based global budgets by the end of this school year.**

- **The expenditure plan for 2018-19 is detailed in Appendix B. The presentation for approval of this expenditure plan is found in Appendix C. The Education Act indicates that the expenditure plan must be approved by DEC by July 1 of each year.**

Appendices

- **Appendix A – DEC Operating Budget 2017-2018**
- **Appendix B – 2018-2019 Expenditure Plan Working Document**
- **Appendix C – 2018-2019 Expenditure Plan Presentation**
- **Appendix D – 2017-2018 Final Budget Results Document**

Superintendent's Signature: _____

DEC Chair Signature: _____

Date: _____