

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

<b>Policy Name</b>	<b>Budget and Forecasting</b>		
<b>Policy Number</b>	<b>ASD-W-EL-4</b>	<b>Number of Reports per year</b>	<b>4</b>
<b>Policy</b>	With respect to the actual, ongoing condition of the Anglophone West School District financial health, the Superintendent shall 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.  Budgeting for any fiscal year or the remaining part of any fiscal year shall not deviate substantially from Council priorities, risk fiscal jeopardy, or fail to show a generally acceptable level of foresight.		
<b>Date of Report</b>	<b>March 21, 2019</b>		
<b>Date of Previous Report (s) This School Year</b>	<b>January 24, 2018</b>		
<b>Date of Future Report (s) This School Year</b>	<b>June 6, 2019</b>		
<b>Report Filed by:</b>	<b>Catherine Blaney, Acting Superintendent</b>		
<b>Report Supported by:</b>	<b>Shawn Tracey, Director of Finance and Administration Terri McKellar, Budget and Accounting Manager</b>		
<b>Interpretation:</b> <ul style="list-style-type: none"><li>• Superintendent must ensure that the financial position does not place undue strain on the ability of the District to maintain its focus on achieving a balanced budget and prevent loss of services to its stakeholders.</li><li>• Superintendent must ensure that financial management staff follow Generally Accepted Accounting Principles (GAAP, CPA Handbook) and that any material discrepancies are investigated and reported during the financial reporting cycle.</li></ul>			
<b>Justification:</b>			

Policy Name	Budget and Forecasting
<ul style="list-style-type: none"> <li>• <b>The District Education Council has the authority under the Education Act 36.9(4), 50.2(3) &amp; Regulation 97-50 (7-10) to develop a balanced expenditure plan and follow government accounting requirements for revenues and expenses.</b></li> <li>• <b>The Education Acts (48(1)) outlines the duties of the Superintendent. One requirement is to ensure district and provincial policies are followed.</b></li> <li>• <b>Regular reporting ensures that Policy 101 section 6.1.4.2 is followed and that the School district cannot incur deficits in either the capital or operating budgets.</b></li> </ul> <p><b>Compliance:</b></p> <ul style="list-style-type: none"> <li>• <b>Financial reports prepared by District Financial staff and reviewed with the Superintendent on a quarterly basis.</b></li> <li>• <b>Quarterly reports presented to District Education Council by District staff for approval, for submission to Department of Education and Early Childhood (EECD) in accordance with the schedule set out by EECD.</b></li> </ul>	
<p><b>Evidence:</b></p> <ul style="list-style-type: none"> <li>• Education Act: Section 36.9(4): Authority and responsibilities of District Education Councils <a href="http://laws.gnb.ca/en/ShowPdf/cs/E-1.12.pdf">http://laws.gnb.ca/en/ShowPdf/cs/E-1.12.pdf</a></li> <li>• Education Act: Section 50.2(3): School District Budgets and Expenditures <a href="http://laws.gnb.ca/en/ShowPdf/cs/E-1.12.pdf">http://laws.gnb.ca/en/ShowPdf/cs/E-1.12.pdf</a></li> <li>• Regulation 97-50(7-10): Administration <a href="http://laws.gnb.ca/en/showfulldoc/cr/97-150/#anchorga:s_7">http://laws.gnb.ca/en/showfulldoc/cr/97-150/#anchorga:s_7</a></li> <li>• Education Act: Section 48: Duties of the Superintendents <a href="http://laws.gnb.ca/en/ShowPdf/cs/E-1.12.pdf">http://laws.gnb.ca/en/ShowPdf/cs/E-1.12.pdf</a></li> <li>• Policy 101: Financial Responsibilities of School Districts <a href="https://www2.gnb.ca/content/dam/gnb/Departments/ed/pdf/K12/policies-politiques/e/101A.pdf">https://www2.gnb.ca/content/dam/gnb/Departments/ed/pdf/K12/policies-politiques/e/101A.pdf</a></li> <li>• Appendices: ASDW Quarterly Report</li> </ul>	
<p><b>Compliance: I report compliance with this policy.</b></p>	

**Superintendent's Signature:** \_\_\_\_\_  
**DEC Chair Signature:** \_\_\_\_\_  
**Date:** \_\_\_\_\_



**ANGLOPHONE SCHOOL DISTRICT - WEST  
FINANCIAL REPORT  
FOR THE YEAR ENDING MARCH 31, 2019  
AS OF FEBRUARY 28, 2019**

Coding	Description	FTEs			Budget						Expenses				Variance		
		Actual	Funded	Increase / (Decrease)	Original Funding	District Expenditure Plan	Change	Budget Transfers Received	Budget in Oracle 30-Nov-18	Budget Transfers Pending	Final Budget 31-Mar-19	Year-to-Date 28-Feb-19	Forecast	Total	% Spent to-Date	Amount	%
<b>TOTAL INSTRUCTION &amp; SCHOOL SERVICES</b>		1,709.68	1,709.68	0.00	\$145,983,000	\$144,517,880	(\$1,465,120.00)	\$184,173	\$144,702,053	\$208,200	\$144,910,253	\$124,964,216	\$17,682,392	\$142,646,609	87.60%	\$2,263,644	1.56%
<b>TOTAL EDUCATION &amp; SUPPORT SERVICES</b>		607.42	558.90	48.52	\$17,486,400	\$17,504,400	\$18,000	\$648,531	\$18,152,931	\$0	\$18,152,931	\$17,217,590	\$2,925,012	\$20,142,602	85.48%	(\$1,989,671)	(10.96%)
<b>TOTAL SCHOOL MANAGEMENT &amp; SUPPORT</b>		153.56	153.56	0.00	\$7,645,600	\$8,150,620	\$505,020	\$584,108	\$8,734,728	\$0	\$8,734,728	\$6,738,339	\$1,464,498	\$8,202,837	82.15%	\$531,891	6.09%
<b>TOTAL PROGRAMS</b>		8.50	8.50	0.00	\$1,270,400	\$1,365,400	\$95,000	\$1,652,449	\$3,017,849	-\$208,200	\$2,809,649	\$1,683,121	\$879,783	\$2,562,903	65.67%	\$246,746	8.78%
<b>TOTAL INFORMATION TECHNOLOGY</b>		0.00	0.00	0.00	\$334,900	\$334,900	0	\$6,591	\$341,491	\$0	\$341,491	\$254,328	\$87,163	\$341,491	74.48%	\$0	0.00%
<b>TOTAL FACILITIES</b>		180.16	180.16	0.00	\$21,963,800	\$21,971,800	\$8,000	\$0	\$21,971,800	\$0	\$21,971,800	\$18,955,451	\$3,823,204	\$22,778,655	83.22%	(\$806,855)	(3.67%)
<b>TOTAL TRANSPORTATION</b>		261.00	261.00	0.00	\$13,084,700	\$13,111,300	\$26,600	\$0	\$13,111,300	\$0	\$13,111,300	\$10,523,583	\$2,318,848	\$12,842,431	81.94%	\$268,869	2.05%
<b>TOTAL DISTRICT OPERATIONS</b>		77.60	77.60	0.00	\$5,910,900	\$6,469,000	\$558,100	-\$250	\$6,468,750	\$0	\$6,468,750	\$5,674,537	\$786,072	\$6,460,609	87.83%	\$8,141	0.13%
<b>TOTAL BENEFITS</b>		0.00	0.00	0.00	\$14,289,800	\$14,436,900	\$147,100	\$904,832	\$15,341,732	\$0	\$15,341,732	\$16,806,946	-\$942,451	\$15,864,495	105.94%	(\$522,764)	(3.41%)
<b>TOTAL</b>		2,997.92	2,949.40	48.52	\$227,969,500	\$227,969,500	\$0	\$3,980,432	\$231,949,932	\$0	\$231,949,932	\$203,021,639	\$28,928,293	\$231,949,932	87.53%	\$0	0.00%

Information required from District.