



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

Policy Name	Budget and Forecasting		
Policy Number	ASD-W-EL-4	Number of Reports per year	4
Policy	<p>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.</p> <p>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.</p>		
Date of Report	January 27, 2022		
Date of Previous Report (s) This School Year	November 25, 2021		
Date of Future Report (s) This School Year	March 24, 2022 June 9, 2022		
Report Filed by:	David McTimoney, Superintendent		
Report Supported by:	Shawn Tracey, Director of Finance and Administration Terri McKellar, Budget and Accounting Manager		
<u>Interpretation:</u>			
<ul style="list-style-type: none"> • Superintendent must ensure that the financial position does not place undue strain on the ability of the School District to maintain its focus on achieving a balanced budget and prevent loss of services to its stakeholders. • 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. 			

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<p><u>Justification:</u></p> <ul style="list-style-type: none"> • The District Education Council has the authority under the Education Act 36.9(4), 50.2(3) & Regulation 97-150 (7-10) to develop a balanced expenditure plan and follow government accounting requirements for revenues and expenses. • The Education Acts (48(1)) outlines the duties of the Superintendent. One requirement is to ensure district and provincial policies are followed. • 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. <p><u>Compliance:</u></p> <ul style="list-style-type: none"> • Financial reports are prepared by School District financial staff and reviewed with the Superintendent on a quarterly basis. The Director of Finance and Administration and the Superintendent stay in regular contact on finances as well as meet monthly. • Quarterly reports presented to District Education Council by School District staff for approval, for submission to Department of Education and Early Childhood (EECD) in accordance with the schedule set out by EECD. • Twice per year, the Superintendent will review the District Education Council assigned global budget in public session as a part of this report. 	
<p><u>Evidence:</u></p> <ul style="list-style-type: none"> • Education Act: Section 36.9(4): Authority and responsibilities of District Education Councils http://laws.gnb.ca/en/ShowPdf/cs/E-1.12.pdf • Education Act: Section 50.2(3): School District Budgets and Expenditures http://laws.gnb.ca/en/ShowPdf/cs/E-1.12.pdf • Regulation 97-150(7-10): Administration http://laws.gnb.ca/en/showfulldoc/cr/97-150/#anchorga:s_7 • Education Act: Section 48: Duties of the Superintendents http://laws.gnb.ca/en/ShowPdf/cs/E-1.12.pdf • Policy 101: Financial Responsibilities of School Districts https://www2.gnb.ca/content/dam/gnb/Departments/ed/pdf/K12/policies-politiques/e/101A.pdf 	

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<ul style="list-style-type: none"> • Appendices: <ul style="list-style-type: none"> ASDW Quarterly Report ASDW Summary of DEC Global Budget 	
<p>Compliance: I report compliance with this policy.</p>	

Superintendent's Signature: _____

DEC Chair Signature: _____

Date: _____