



## MEMORANDUM

**Date:** 07 December 2010  
**To:** Board of Trustees  
**From:** Tim Monds, Superintendent  
**Originator:** Claire Jonsson, Associate Superintendent  
**Subject:** **MONTHLY FINANCIAL REPORT – PERIOD ENDING  
31 OCTOBER 2010**

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### **Recommendation**

That the Board of Trustees approves the quarterly financial report for the period ending 31 October 2010 as presented at the Regular meeting of 07 December 2010.

### **Background**

The Quarterly Financial reports are part of the Accountability responsibility and authority of the Corporate Board, as defined and directed by Policy A3: Accountability. The Budget year for our Learning Organization commences 01 September of each year and concludes on 31 August. Within the context of a full school year, Administration provides four Quarterly Financial reports as follows:

- First Quarterly Report (January)
- Second Quarterly Report (April)
- Third Quarterly Report (June)
- Audited Financial Statements (November – of the subsequent school year)

The Board will recall that in November 2010 it received and approved the Audited Financial Statements for the 2009-2010 school year. The Monthly Financial statement included within this agenda is for the period ended 31 October 2010. The Audited Financial Statements for the current school year will be presented to the Board in November 2011. With each financial report, sites are expected to be at or below the percentage thresholds defined by the point within the budget/reporting cycle. The Financial Statements include details on any variances within any site reports that are greater than 2%. For example, the Transportation Site Budget will show a higher percentage used in all quarterly statements because the Transportation Department expends its annual budget over a ten month period rather than a twelve month period.

Administration would be pleased to respond to any questions regarding this report.

  
CJ:jlf

# Statement of Revenues and Expenses- October 31, 2010

## Parkland School Division

	Approved Budget <sup>1</sup> 2010-11	YTD Actuals Oct 31/10	\$ Revised Budget Remaining	% Budget Used
<b>Revenues</b>				
Instruction ( ECS to Grade 12)	70,969,603	12,248,568	58,721,035	17.26%
School Generated Funds	2,999,915		2,999,915	
Operation and Maintenance	7,782,978	1,294,053	6,488,925	16.63%
Transportation	9,212,254	1,507,645	7,704,609	16.37%
Board and System Administration	3,569,776	583,115	2,986,661	16.33%
External Services	55,700	6,499	49,201	11.67%
Supported Capital Interest	97,146	22,819	74,327	23.49%
Infrastructure Maintenance Renewal	948,630	177,653	770,977	18.73%
Capital & Debt Services	3,916,436	622,210	3,294,226	15.89%
<b>Total Revenues</b>	<b>99,552,437</b>	<b>16,462,562</b>	<b>83,089,876</b>	<b>16.54%</b>
<b>Expenses</b>				
Instruction ( ECS to Grade 12)	71,569,356	11,600,841	59,968,515	16.21%
School Generated Funds	2,999,915		2,999,915	
Operation and Maintenance	8,246,157	1,057,292	7,188,865	12.82%
Transportation	9,033,345	1,899,875	7,133,470	21.03%
Board and System Administration	3,433,563	593,981	2,839,581	17.30%
External Services	45,680	2,574	43,106	5.63%
Supported Capital Interest	97,146	22,819	74,327	23.49%
Infrastructure Maintenance Renewal	319,105	66,356	252,748	20.79%
Capital & Debt Services	4,919,088	778,403	4,140,685	15.82%
<b>Total Expenses</b>	<b>100,663,354</b>	<b>16,021,227</b>	<b>84,642,127</b>	<b>15.92%</b>
<b>Surplus/(Deficit)</b>	<b>(1,110,917)</b>	<b>441,334</b>		
<b>Target Percentage</b>				<b>16.67%</b>

	Approved Surplus/(Deficit)	Actual Surplus/(Deficit)
<b>Block</b>		
Instruction	(1,255,436)	538,450
Board and System Administration	-	(33,570)
Operations and Maintenance	9,557	336,361
Transportation	124,942	(401,226)
External Services	10,020	1,319
<b>Total</b>	<b>(1,110,917)</b>	<b>441,334</b>

1 Approved by the Board of Trustees, 2 November 2010

**Allocation of Revenue and Expenses to Programs**  
**October 31, 2010**

REVENUES	Instruction	Operations and Maintenance of Schools & Shops	Transportation	Board & System Administration	External Services	TOTAL
Alberta Education	\$11,812,765	\$1,445,610	\$1,364,274	\$559,058	\$0	\$15,181,707
Other - Government of Alberta	\$0	\$22,819	\$0	\$0	\$0	\$22,819
Federal Government and First Nations	\$208,987	\$27,045	\$0	\$9,835	\$0	\$245,867
Other Alberta school authorities	\$23,060	\$0	\$0	\$0	\$0	\$23,060
Out of province authorities	\$0	\$0	\$0	\$0	\$0	\$0
Alberta Municipalities-special tax levies	\$0	\$0	\$0	\$0	\$0	\$0
Instruction resource fees	\$183,896					\$183,896
Transportation fees-ECS			\$0			\$0
Transportation fees-Grades 1-12			\$131,283			\$131,283
Other sales and services	\$19,861	\$0	\$12,087	\$2,479	\$473	\$34,900
Investment income	\$0	\$0	\$0	\$11,743	\$0	\$11,743
Gifts and donations	\$0	\$0	\$0	\$0	\$0	\$0
Rental of facilities	\$0	\$1,656	\$0	\$0	\$3,420	\$5,076
Gross school generated funds	\$0	\$0	\$0	\$0	\$0	\$0
Gains on disposal of capital assets	\$0	\$0	\$0	\$0	\$0	\$0
Amortization of capital allocations	\$0	\$619,604	\$0		\$2,606	\$622,210
Other revenue	\$0	\$0	\$0	\$0	\$0	\$0
<b>TOTAL REVENUES</b>	<b>\$12,248,569</b>	<b>\$2,116,734</b>	<b>\$1,507,644</b>	<b>\$583,115</b>	<b>\$6,499</b>	<b>\$16,462,561</b>

**EXPENSES**

Certificated salaries	\$7,409,839			\$91,343	\$0	\$7,501,182
Certificated benefits	\$691,845			\$5,818	\$0	\$697,663
Non-certificated salaries and wages	\$2,009,044	\$532,519	\$82,183	\$237,330	\$0	\$2,861,076
Non-certificated benefits	\$514,456	\$135,071	\$15,433	\$49,841	\$0	\$714,801
<b>SUB - TOTAL</b>	<b>\$10,625,184</b>	<b>\$667,590</b>	<b>\$97,616</b>	<b>\$384,332</b>	<b>\$0</b>	<b>\$11,774,722</b>
Services, contracts and supplies	\$975,655	\$455,144	\$1,802,260	\$209,651	\$2,574	\$3,445,284
Gross school generated funds	\$0					\$0
Amortization of capital assets	\$109,280	\$634,820	\$8,994	\$22,702	\$2,606	\$778,402
Interest and charges	\$0	\$22,819	\$0	\$0	\$0	\$22,819
Losses on disposal of capital assets	\$0	\$0	\$0	\$0	\$0	\$0
Other expense	\$0	\$0	\$0	\$0	\$0	\$0
<b>TOTAL EXPENSES</b>	<b>\$11,710,119</b>	<b>\$1,780,373</b>	<b>\$1,908,870</b>	<b>\$616,685</b>	<b>\$5,180</b>	<b>\$16,021,227</b>
<b>EXCESS (DEFICIENCY) OF REVENUES OVER EXPENSES</b>	<b>\$538,450</b>	<b>\$336,361</b>	<b>(\$401,226)</b>	<b>(\$33,570)</b>	<b>\$1,319</b>	<b>\$441,334</b>

## Revenue

	Approved Budget <sup>1</sup> 2010-11	YTD Actuals Oct 31/10	\$ Revised Budget Remaining	% Budget Used
<b>Revenue Alberta Education</b>				
<b>School Jurisdiction Base Funding</b>				
Base Instruction (Gr 1-12)	53,754,666	8,913,198	44,841,467	16.58%
Early Childhood Services (ECS)	2,706,441	449,759	2,256,682	16.62%
Home Education	15,545	1,813	13,732	11.66%
Outreach Schools	190,622	30,857	159,766	16.19%
<b>Sub Total</b>	<b>56,667,273</b>	<b>9,395,626</b>	<b>47,800,300</b>	<b>16.58%</b>
<b>Alberta Education - Administration</b>				
Administration allocation 4% of instruction	3,354,347	559,058	2,795,289	16.67%
<b>Sub Total</b>	<b>3,354,347</b>	<b>559,058</b>	<b>2,795,289</b>	<b>16.67%</b>
<b>Differential Cost Funding</b>				
ECS Program Unit	2,496,482	390,013	2,106,468	15.62%
Enhanced ESL & Support Services	9,184	1,043	8,141	11.36%
Enrolment Growth/Decline	193,088	11,477	181,611	5.94%
English as a Second Language	20,790	3,752	17,038	18.05%
First Nations, Metis & Inuit Education	681,450	109,489	571,961	16.07%
Intra-Jurisdiction Distance Funding	25,489	4,689	20,801	18.39%
ECS - Mild Moderate	114,586	9,748	104,838	8.51%
Relative Cost of Purchasing Goods & Services	736,057	122,624	613,434	16.66%
Severe Disabilities	3,013,095	501,982	2,511,113	16.66%
Small Schools by Necessity	878,716	159,385	719,331	18.14%
Socio - Economic Status	692,361	117,540	574,821	16.98%
<b>Sub Total</b>	<b>8,861,297</b>	<b>1,431,741</b>	<b>7,429,557</b>	<b>16.16%</b>

## Revenue

	Approved Budget <sup>1</sup> 2010-11	YTD Actuals Oct 31/10	\$ Revised Budget Remaining	% Budget Used
<b>Differential Cost Funding - Operations and Maintenance</b>				
Operations & Maintenance Support	7,419,419	1,236,075	6,183,344	16.66%
<b>Sub Total</b>	<b>7,419,419</b>	<b>1,236,075</b>	<b>6,183,344</b>	<b>16.66%</b>
<b>Alberta Education - Other</b>				
CTS Evergreening Funding	195,318	195,318		100.00%
Institutional Programs	240,467	39,709	200,757	16.51%
Learning Resources Credit	104,019		104,019	
Innovative Technology Funding	312,754	312,724	30	99.99%
Supporting Innovative Classrooms	120,071	120,071		100.00%
<b>Sub Total</b>	<b>972,629</b>	<b>667,822</b>	<b>304,806</b>	<b>68.66%</b>
<b>Transportation Funding</b>				
Transportation - Rural	6,006,479	995,681	5,010,798	16.58%
Special Education Transportation	639,490	102,335	537,155	16.00%
Transportation - Disabled - ECS	168,357	28,048	140,309	16.66%
Transportation - In Home - ECS	31,004	5,165	25,839	16.66%
Urban Transportation	1,501,123	212,198	1,288,925	14.14%
<b>Sub Total</b>	<b>8,346,453</b>	<b>1,343,428</b>	<b>7,003,025</b>	<b>16.10%</b>
<b>Provincial Priority Targeted Funding</b>				
Student Health Initiative		975	-975	
Children and Youth with Complex Needs	151,050	123,701	27,349	81.89%
Supernet Service	167,000	88,113	78,888	52.76%
Alberta Initiative for School Improvement	1,425,916	157,515	1,268,401	11.05%
<b>Sub Total</b>	<b>1,743,966</b>	<b>370,303</b>	<b>1,373,662</b>	<b>21.23%</b>
<b>Capital Funding</b>				
Infrastructure Maintenance and Renewal	948,630	177,653	770,977	18.73%
<b>Sub Total</b>	<b>948,630</b>	<b>177,653</b>	<b>770,977</b>	<b>18.73%</b>
<b>Federal French Funding</b>				
Federal French Funding	84,460		84,460	
<b>Sub Total</b>	<b>84,460</b>		<b>84,460</b>	
<b>Other Provincial Support Funding - Alberta Finance</b>				
Supported Capital Interest	97,146	22,819	74,327	23.49%
<b>Sub Total</b>	<b>97,146</b>	<b>22,819</b>	<b>74,327</b>	<b>23.49%</b>
<b>Other - Government of Alberta</b>				
Specialized Support Services Program	236,474		236,474	
<b>Sub Total</b>	<b>236,474</b>		<b>236,474</b>	
<b>Federal Government</b>				
First Nations Tuition's	1,635,712	245,867	1,389,845	15.03%
<b>Sub Total</b>	<b>1,635,712</b>	<b>245,867</b>	<b>1,389,845</b>	<b>15.03%</b>
<b>From Alberta School Authorities</b>				
Tuition Fees	54,000	23,060	30,940	42.70%
<b>Sub Total</b>	<b>54,000</b>	<b>23,060</b>	<b>30,940</b>	<b>42.70%</b>

# Revenue

	Approved Budget <sup>1</sup> 2010-11	YTD Actuals Oct 31/10	\$ Revised Budget Remaining	% Budget Used
<b>From Municipalities</b>				
Joint Use Agreements	30,000	-422	30,422	-1.41%
<b>Sub Total</b>	<b>30,000</b>	<b>-422</b>	<b>30,422</b>	<b>-1.41%</b>
<b>Private Organizations</b>				
Transportation - Private Schools	41,650		41,650	
Transportation Insurance	142,000		142,000	
<b>Sub Total</b>	<b>183,650</b>		<b>183,650</b>	
<b>Individuals</b>				
Transportation Fees	540,864	131,283	409,581	24.27%
Donations	129,729		129,729	
Rentals - Facilities	25,700	5,076	20,624	19.75%
Instructional Material Fees (ECS)	47,435	7,111	40,325	14.99%
Instructional Material Fees	663,703	88,185	575,518	13.29%
Instructional Material Fees Prior Year		4,370	-4,370	
School Based Course Material Fees	428,714	84,230	344,484	19.65%
Other Student Fees	645,613		645,613	
Fundraising	2,124,977		2,124,977	
<b>Sub Total</b>	<b>4,606,735</b>	<b>320,255</b>	<b>4,286,480</b>	<b>6.95%</b>
<b>Other</b>				
Interest & Investment Income	142,000	11,743	130,257	8.27%
Misc. Sales	251,809	35,323	216,486	14.03%
<b>Sub Total</b>	<b>393,809</b>	<b>47,066</b>	<b>346,743</b>	<b>11.95%</b>
<b>Other</b>				
Amortization of Capital Allocations	3,916,437	622,210	3,294,227	15.89%
<b>Sub Total</b>	<b>3,916,437</b>	<b>622,210</b>	<b>3,294,227</b>	<b>15.89%</b>
<b>TOTAL REVENUES</b>	<b>99,552,437</b>	<b>16,462,562</b>	<b>83,618,528</b>	<b>16.54%</b>

## Expenses

<b>By Program</b>	<b>Approved Budget<sup>1</sup> 2010-11</b>	<b>YTD Actuals Oct 31/10</b>	<b>\$ Revised Budget Remaining</b>	<b>% Budget Used</b>
Early Childhood Services	4,078,782	345,357	3,733,425	8.47%
Instruction	70,490,489	11,255,482	59,235,007	15.97%
Board & System Administration	3,433,563	593,981	2,839,581	17.30%
Plant Operations & Maintenance	8,246,157	1,057,292	7,188,865	12.82%
Infrastructure Maintenance Renewal	319,105	66,356	252,748	20.79%
Transportation	9,033,345	1,899,875	7,133,470	21.03%
External Services	45,680	2,574	43,106	5.63%
Debt Services	97,146	22,819	74,327	23.49%
Amortization of Property and equipment	4,919,088	778,403	4,140,685	15.82%
<b>TOTAL EXPENSES</b>	<b>100,663,354</b>	<b>16,021,225</b>	<b>84,642,129</b>	<b>15.92%</b>

<b>By Category</b>	<b>Approved Budget 2010-11</b>	<b>YTD Actuals Oct 31/10</b>	<b>\$ Revised Budget Remaining</b>	<b>% Budget Used</b>
Salaries, wages and benefits	70,970,366	11,760,983	59,209,383	16.57%
Services, contracts and supplies	21,831,738	3,392,663	18,439,075	15.54%
Direct cost of fundraising and fees	2,525,911		2,525,911	
Infrastructure maintenance renewal	319,105	66,356	252,748	20.79%
Amortization of Property and equipment	4,919,088	778,403	4,140,685	15.82%
Interest on long-term debt	97,146	22,819	74,327	23.49%
<b>TOTAL EXPENSES</b>	<b>100,663,354</b>	<b>16,021,225</b>	<b>84,642,129</b>	<b>15.92%</b>

**Expenses by Site - October 31, 2010**  
**Parkland School Division**

<b>Site</b>	<b>Approved Budget Expenditures 2010-11</b>	<b>Budgeted Reserves/ (Deficits) 2010-11</b>	<b>Total Approved Budget 2010-11</b>	<b>YTD Actuals Oct 31/10</b>	<b>\$ Revised Budget Remaining</b>	<b>% Budget Used</b>	<b>Variance Explanation</b>
Governance	478,620	-	478,620	118,036	360,583	24.66%	Membership fees for entire year spent in September
Office of the Superintendent	822,488	-	822,488	98,813	723,675	12.01%	
Human Resources	406,410	-	406,410	55,631	350,779	13.69%	
Deputy Superintendent	308,546	-	308,546	19,274	289,272	6.25%	
Learning Services	1,589,600	-	1,589,600	231,831	1,357,770	14.58%	
Business & Finance	1,627,378	-	1,627,378	291,861	1,335,517	17.93%	
Tech Support Services	1,491,469	75,000	1,566,469	303,395	1,263,074	19.37%	Bulk of annual software and equipment purchases made at beginning of year
Ikon Print Centre	96,000	-	96,000	40,687	55,313	42.38%	Outstanding bill backs to schools
Student Transportation	9,032,754	-	9,032,754	1,922,001	7,110,753	21.28%	Expenses incurred over 10 months (exp 20.0%)
Maintenance	5,379,593	-	5,379,593	548,069	4,831,524	10.19%	Combine Maintenance and Custodial (12.7%)
Custodial	2,696,252	-	2,696,252	479,441	2,216,811	17.78%	
Instructional Pool	1,770,758	-	1,770,758	231,398	1,539,360	13.07%	
Instructional Pool - Projected Surplus	-	787,305	787,305				Projected surplus is a result of the Special Needs Unallocated Funds
Blueberry School	3,263,915	170,804	3,434,719	530,718	2,904,001	15.45%	
Brookwood School	3,404,546	24,496	3,429,042	536,807	2,892,235	15.65%	
École Broxton Park School	5,294,532	-	5,294,532	1,024,108	4,270,425	19.34%	High amount of support staff who are paid over 10 months
Connections for Learning	1,634,066	13,291	1,647,357	293,226	1,354,131	17.80%	
Duffield School	2,182,889	59,570	2,242,459	340,497	1,901,962	15.18%	
Entwistle School	1,095,884	14,406	1,110,290	174,781	935,509	15.74%	
Forest Green School	1,893,435	45,154	1,938,589	186,551	1,752,038	9.62%	
Graminia School	3,279,033	64,098	3,343,131	550,011	2,793,120	16.45%	
Greystone Centennial Middle School	2,684,470	75,663	2,760,133	407,559	2,352,575	14.77%	
High Park School	2,586,073	259,103	2,845,176	415,580	2,429,596	14.61%	
Keephills School	531,798	-	531,798	89,106	442,692	16.76%	
Memorial Composite High School	7,218,684	137,495	7,356,179	1,255,442	6,100,737	17.07%	Combine Memorial Composite & Outreach (90.6%)
Memorial Outreach Program	828,633	19,262	847,895	84,304	763,591	9.94%	
École Meridian Heights School	3,762,125	92	3,762,217	630,607	3,131,611	16.76%	
Millgrove School	3,333,065	408,339	3,741,404	488,833	3,252,571	13.07%	
Muir Lake School	2,785,686	359	2,786,045	489,726	2,296,318	17.58%	
Parkland Village School	1,283,063	164,266	1,447,329	242,181	1,205,148	16.73%	
Seba Beach School	1,099,832	110,451	1,210,283	176,502	1,033,782	14.58%	
Spruce Grove Composite High School	7,108,786	272,798	7,381,584	905,258	6,476,326	12.26%	Combine Spruce Grove Composite & Outreach (15.1%).
Spruce Grove Outreach Program	547,962	8,652	556,614	293,789	262,826	52.78%	
Stony Plain Central School	2,993,170	56,061	3,049,231	506,142	2,543,089	16.60%	
Tomahawk School	922,587	44,904	967,491	144,939	822,552	14.98%	
Wabamun School	952,698	84,629	1,037,327	145,567	891,760	14.03%	
Woodhaven Middle School	4,191,101	-	4,191,101	739,178	3,451,923	17.64%	
Early Education	2,334,560	-	2,334,560	211,830	2,122,730	9.07%	
<b>Total Expenses</b>	<b>92,912,462</b>	<b>2,896,198</b>	<b>95,808,660</b>	<b>15,203,678</b>	<b>80,604,982</b>	<b>15.87%</b>	
<b>Target Percentage</b>						<b>16.67%</b>	

**Expenses by Site - October 31, 2010**

**Parkland School Division**

	<b>Approved Budget Expenditures 2010-11</b>	<b>Budgeted Reserves/ (Deficits) 2010-11</b>	<b>Total Approved Budget 2010-11</b>	<b>YTD Actuals Oct 31/10</b>	<b>\$ Revised Budget Remaining</b>	<b>% Budget Used</b>	<b>Variance Explanation</b>
<b>Other Sites</b>							
Capital and Debt Services	4,431,872	-	4,431,872	751,708	3,680,164	16.96%	
Infrastructure Maintenance Renewal	319,105	-	319,105	66,356	252,748	20.79%	\$1.289M of 2010-11 Funding expended
School Generated Funds	2,999,915	-	2,999,915	-	2,999,915		
Parkland Village Daycare	-	-	-	397	(397)		
Leadership Council	-	-	-	-	-		
	<b>7,750,892</b>	<b>-</b>	<b>7,750,892</b>	<b>817,547</b>	<b>6,933,345</b>	<b>10.55%</b>	
<b>Total Expenses</b>	<b>100,663,354</b>	<b>2,896,198</b>	<b>103,559,552</b>	<b>16,021,225</b>	<b>87,538,327</b>	<b>15.47%</b>	