



MEMORANDUM

Date: 13 December 2011
To: Board of Trustees
From: Tim Monds, Superintendent
Originator: Claire Jonsson, Associate Superintendent
Subject: **MONTHLY FINANCIAL REPORT – PERIOD ENDING
31 OCTOBER 2011**

Recommendation

That the Board of Trustees approves the quarterly financial report for the period ending 31 October 2011 as presented at the Regular meeting of 13 December 2011.

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 2011 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 2011. The Audited Financial Statements for the current school year will be presented to the Board in November 2012. 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- Oct 31, 2011

Parkland School Division

	Approved Budget ¹ 2011-12	YTD Actuals Oct 31/11	\$ Revised Budget Remaining	% Budget Used
Revenues				
Instruction (ECS to Grade 12)	77,713,926	13,640,276	64,073,650	17.40%
School Generated Funds	2,999,915	276,353	2,723,562	9.21%
Operation and Maintenance	7,739,730	1,287,095	6,452,635	16.63%
Transportation	9,710,469	1,759,404	7,951,065	18.09%
Board and System Administration	3,759,002	622,884	3,136,119	16.57%
External Services	55,700	8,243	47,457	14.80%
Supported Capital Interest	56,247		56,247	
Infrastructure Maintenance Renewal	1,543,598	17,318	1,526,280	1.12%
Capital & Debt Services	3,807,386	635,999	3,171,387	17.05%
Total Revenues	107,385,973	18,247,572	89,138,401	16.90%
Expenses				
Instruction (ECS to Grade 12)	78,769,328	12,708,856	66,060,471	16.00%
School Generated Funds	2,999,915	276,353	2,723,562	9.21%
Operation and Maintenance	8,044,556	982,203	7,062,353	12.21%
Transportation	9,395,985	2,031,758	7,364,227	21.27%
Board and System Administration	3,650,514	614,596	3,035,918	16.71%
External Services	45,680	3,609	42,071	7.99%
Supported Capital Interest	56,247		56,247	
Infrastructure Maintenance Renewal	1,543,598	16,586	1,527,012	1.07%
Capital & Debt Services	4,702,730	783,788	3,918,942	16.94%
Total Expenses	109,208,553	17,417,750	91,790,803	15.84%
Surplus/(Deficit)	(1,822,579)	829,822		
Target Percentage				16.67%

Block	Approved Surplus/(Deficit)	Actual Surplus/(Deficit)
Instruction	(1,629,559)	840,511
Board and System Administration	(28,893)	(19,394)
Operations and Maintenance	(437,077)	287,622
Transportation	262,930	(280,945)
External Services	10,020	2,028
Total	(1,822,579)	829,822

1 Approved by the Board of Trustees, 8 November 2011

Allocation of Revenue and Expenses to Programs

Oct 31, 2011

REVENUES	ECS Instruction	Grades 1-12 Instruction	Operations and Maintenance of Schools & Maintenance Shops	Transportation	Board & System Administration	External Services	TOTAL
Alberta Education	\$1,047,163	\$11,279,174	\$1,270,629	\$1,463,250	\$582,522	\$0	\$15,642,738
Other - Government of Alberta	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Federal Government and First Nations	\$0	\$268,651	\$34,767	\$0	\$12,642	\$0	\$316,060
Other Alberta school authorities	\$0	\$17,053	\$0	\$1,610	\$0	\$0	\$18,663
Out of province authorities	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Alberta Municipalities-special tax levies	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Instruction resource fees	\$4,845	\$785,557					\$790,402
Transportation fees-ECS				\$0			\$0
Transportation fees-Grades K-12				\$286,353			\$286,353
Other sales and services	\$0	\$242,618	\$416	\$8,192	\$9,207	\$5,136	\$265,569
Investment income	\$0	\$0	\$0	\$0	\$13,728	\$0	\$13,728
Gifts and donations	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Rental of facilities	\$0	\$0	\$1,206	\$0	\$0	\$501	\$1,707
Gross school generated funds	\$0	\$276,353	\$0	\$0	\$0	\$0	\$276,353
Gains on disposal of capital assets	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Amortization of capital allocations	\$0	\$0	\$633,393	\$0		\$2,606	\$635,999
Other revenue	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL REVENUES	\$1,052,008	\$12,869,406	\$1,940,411	\$1,759,405	\$618,099	\$8,243	\$18,247,572
EXPENSES							
Certificated salaries	\$97,495	\$7,790,767			\$89,460	\$0	\$7,977,722
Certificated benefits	\$7,692	\$1,519,523			\$9,368	\$0	\$1,536,583
Non-certificated salaries and wages	\$212,950	\$1,743,827	\$493,034	\$84,546	\$237,001	\$0	\$2,771,358
Non-certificated benefits	\$44,241	\$434,313	\$123,163	\$15,295	\$50,174	\$0	\$667,186
SUB - TOTAL	\$362,378	\$11,488,430	\$616,197	\$99,841	\$386,003	\$0	\$12,952,849
Services, contracts and supplies	\$9,356	\$848,693	\$382,592	\$1,931,917	\$228,593	\$3,609	\$3,404,760
Gross school generated funds	\$0	\$276,353					\$276,353
Amortization of capital assets	\$0	\$95,693	\$654,000	\$8,592	\$22,897	\$2,606	\$783,788
Interest and charges	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Losses on disposal of capital assets	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other expense	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL EXPENSES	\$371,734	\$12,709,169	\$1,652,789	\$2,040,350	\$637,493	\$6,215	\$17,417,750
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENSES	\$680,274	\$160,237	\$287,622	(\$280,945)	(\$19,394)	\$2,028	\$829,822

Revenue

	Approved Budget ¹ 2011-12	YTD Actuals Oct 31/11	\$ Revised Budget Remaining	% Budget Used
Revenue Alberta Education				
School Jurisdiction Base Funding				
Base Instruction (Gr 1-12)	56,808,994	9,300,834	47,508,161	16.37%
Early Childhood Services (ECS)	2,599,200	571,731	2,027,469	22.00%
Home Education	20,208	2,707	17,501	13.40%
Outreach Schools	199,277	30,857	168,420	15.48%
Sub Total	59,627,679	9,906,129	49,721,550	16.61%
Alberta Education - Administration				
Administration allocation 4% of instruction	3,495,132	582,522	2,912,610	16.67%
Sub Total	3,495,132	582,522	2,912,610	16.67%
Differential Cost Funding				
ECS Program Unit	2,744,287	460,404	2,283,883	14.85%
Enhanced ESL & Support Services	6,309		6,309	
Enrolment Growth/Decline	38,629		38,629	
English as a Second Language	47,355	7,408	39,947	15.64%
First Nations, Metis & Inuit Education	679,140	109,489	569,651	16.12%
Intra-Jurisdiction Distance Funding	16,222		16,222	
ECS - Mild Moderate	80,454	15,028	65,426	18.68%
Relative Cost of Purchasing Goods & Services	600,291	63,067	537,224	10.51%
Severe Disabilities	3,170,095	501,982	2,668,113	15.83%
Small Schools by Necessity	973,517	142,376	831,141	14.62%
Socio - Economic Status	734,287	117,540	616,747	16.01%
Classroom and community supports	424,148		424,148	
Sub Total	9,514,734	1,417,293	8,097,441	14.36%
Differential Cost Funding - Operations and Maintenance				
Operations & Maintenance Support	7,424,456	1,236,914	6,187,542	16.66%
Sub Total	7,424,456	1,236,914	6,187,542	16.66%
Alberta Education - Other				
Institutional Programs	255,191	42,515	212,676	16.66%
Learning Resources Credit	104,019		104,019	
Government Contributions to ATRF	4,059,474	798,600	3,260,874	19.67%
Other	15,000		15,000	
Sub Total	4,433,684	841,115	3,592,569	18.92%
Transportation Funding				
Transportation - Rural	6,148,000	1,017,571	5,130,429	16.63%
Special Education Transportation	577,700	96,147	481,553	16.66%
Transportation - Disabled - ECS	162,093	27,005	135,088	16.66%
Transportation - In Home - ECS	31,004	6,127	24,877	22.88%
Urban Transportation	1,579,208	261,430	1,317,778	16.74%
Transportation - fuel initiative	446,000	44,248	401,752	9.92%
Sub Total	8,944,005	1,452,528	7,491,477	16.33%
Provincial Priority Targeted Funding				
Student Health Initiative		5,335	-5,335	
Children and Youth with Complex Needs	245,563	95,469	150,094	32.26%
Supernet Service	151,050	88,113	62,938	58.33%
Alberta Initiative for School Improvement	1,222,449		1,222,449	
Sub Total	1,619,062	188,917	1,430,146	11.32%

Revenue

	Approved Budget ¹ 2011-12	YTD Actuals Oct 31/11	\$ Revised Budget Remaining	% Budget Used
Capital Funding				
Infrastructure Maintenance and Renewal	1,543,598	17,318	1,526,280	1.12%
Sub Total	1,543,598	17,318	1,526,280	1.12%
Federal French Funding				
Federal French Funding	84,460		84,460	
Sub Total	84,460		84,460	
Other Provincial Support Funding - Alberta Finance				
Supported Capital Interest	56,247		56,247	
Sub Total	56,247		56,247	
Federal Government				
First Nations Tuition's	1,548,264	316,060	1,232,204	20.41%
Sub Total	1,548,264	316,060	1,232,204	20.41%
From Alberta School Authorities				
Tuition Fees	54,000	17,053	36,947	31.58%
Transportation Fees		1,610	-1,610	
Sub Total	54,000	18,663	35,337	34.56%
From Municipalities				
Joint Use Agreements	30,000	221	29,779	0.74%
Sub Total	30,000	221	29,779	0.74%
Private Organizations				
Transportation - Private Schools	44,431		44,431	
Transportation Insurance	142,000		142,000	
Sub Total	186,431		186,431	
Individuals				
Transportation Fees	459,000	286,353	172,647	73.85%
Donations	129,729	12,983	116,746	10.01%
Rentals - Facilities	25,700	1,706	23,994	6.64%
Instructional Material Fees (ECS)	43,699	4,845	38,854	11.09%
Instructional Material Fees	672,985	450,612	222,373	66.96%
Instructional Material Fees Prior Year		4,206	-4,206	
School Based Course Material Fees	490,114	330,739	159,375	50.94%
Other Student Fees	645,613	165,698	479,915	25.67%
Interest & Investment Income	142,000	13,728	128,272	9.67%
Misc. Sales	283,019	306,059	-23,040	82.15%
Fundraising	2,124,977	56,964	2,068,013	2.68%
Sub Total	5,016,836	1,633,894	3,382,942	31.46%
Other				
Gains on Disposals of Property and equipment				
Amortization of Capital Allocations	3,807,386	636,000	3,171,386	17.05%
Sub Total	3,807,386	636,000	3,171,386	17.05%
TOTAL REVENUES	107,385,972	18,247,572	89,138,400	16.92%

Expenses

By Program	Approved Budget¹ 2011-12	YTD Actuals Oct 31/11	\$ Revised Budget Remaining	% Budget Used
Early Childhood Services	4,249,859	371,734	3,878,125	8.45%
Instruction	77,519,383	12,613,476	64,905,907	16.17%
Board & System Administration	3,650,514	614,596	3,035,918	16.71%
Plant Operations & Maintenance	8,044,556	982,203	7,062,353	12.21%
Infrastructure Maintenance Renewal	1,543,598	16,586	1,527,012	1.07%
Transportation	9,395,985	2,031,758	7,364,227	21.27%
External Services	45,680	3,609	42,071	7.99%
Debt Services	56,247		56,247	
Amortization of Property and equipment	4,702,730	783,788	3,918,942	16.94%
TOTAL EXPENSES	109,208,552	17,417,750	91,790,802	15.84%

By Category	Approved Budget 2011-12	YTD Actuals Oct 31/11	\$ Revised Budget Remaining	% Budget Used
Salaries, wages and benefits	78,472,501	12,952,850	65,519,651	16.42%
Services, contracts and supplies	21,433,561	3,410,335	18,023,226	15.61%
Direct cost of fundraising and fees	2,999,915	254,191	2,745,724	8.47%
Infrastructure maintenance renewal	1,543,598	16,586	1,527,012	1.07%
Amortization of Property and equipment	4,702,730	783,788	3,918,942	16.94%
Interest on long-term debt	56,247		56,247	
TOTAL EXPENSES	109,208,552	17,417,750	91,790,802	15.84%

Expenses by Site - Oct 31, 2011
Parkland Division

Site	Approved Budget Expenditures 2011-12	Budgeted Reserves/ (Deficits) 2011-12	Total Revised Budget 2011-12	YTD Actuals Oct 31/11	\$ Revised Budget Remaining	% Budget Used	Variance Explanation
Governance	554,132		554,132	95,313	458,819	17.20%	
Office of the Superintendent	652,933		652,933	105,155	547,777	16.11%	
Human Resources	438,033		438,033	80,369	357,663	18.35%	
Deputy Superintendent	609,217		609,217	50,213	559,003	8.24%	
Learning Services	1,624,192		1,624,192	198,059	1,426,133	12.19%	
Business & Finance	1,725,383		1,725,383	313,845	1,411,538	18.19%	
Tech Support Services	1,566,469		1,566,469	186,691	1,379,778	11.92%	
Ikon Print Centre	96,000		96,000	30,367	65,633	31.63%	Outstanding chargebacks to schools
Student Transportation	9,395,715		9,395,715	2,069,358	7,326,357	22.02%	Expenses Incurred over 10 months (exp 20%)
Maintenance	4,892,395		4,892,395	489,136	4,403,258	10.00%	
Custodial	3,046,570		3,046,570	463,176	2,583,394	15.20%	
Instructional Pool	2,220,142		2,220,142	299,403	1,920,739	13.49%	
Instructional Pool - Projected Surplus	-		-				
Blueberry	3,427,923	99,258	3,527,181	555,388	2,971,794	15.75%	
Brookwood	3,557,914		3,557,914	573,593	2,984,321	16.12%	
École Broxton Park	4,629,031		4,629,031	878,489	3,750,542	18.98%	Large proportion of staff paid over 10 months
Connections for Learning	1,705,586	81,931	1,787,517	269,160	1,518,356	15.06%	
Duffield	2,235,796	50,833	2,286,629	355,472	1,931,157	15.55%	
Entwistle	1,098,784	746	1,099,530	178,461	921,069	16.23%	
Forest Green	1,766,660		1,766,660	297,826	1,468,834	16.86%	
Graminia	3,261,878	3,359	3,265,237	528,971	2,736,266	16.20%	
Greystone Centennial Middle	3,104,575		3,104,575	513,506	2,591,070	16.54%	
High Park	2,960,025	106,820	3,066,845	457,801	2,609,044	14.93%	
Keephills	562,776		562,776	86,721	476,055	15.41%	
Memorial Composite High	7,688,132	21,195	7,709,327	1,267,700	6,441,627	16.44%	
Memorial Outreach	729,251		729,251	125,089	604,162	17.15%	Combine Memorial Composite & Outreach (16.5%).
École Meridian Heights	4,118,504	(5,294)	4,113,210	659,732	3,453,478	16.04%	
Millgrove	3,487,767	47,764	3,535,531	492,375	3,043,156	13.93%	
Muir Lake	2,702,322		2,702,322	452,795	2,249,527	16.76%	
Parkland Village	1,571,260	66,918	1,638,178	257,320	1,380,858	15.71%	
Seba Beach	1,275,209	35,816	1,311,025	203,437	1,107,588	15.52%	
Spruce Grove Composite High	6,664,489		6,664,489	1,096,799	5,567,690	16.46%	
Spruce Grove Outreach	642,829		642,829	73,040	569,789	11.36%	Combine Spruce Grove Composite & Outreach (16.0%).
Stony Plain Central	3,056,343		3,056,343	516,443	2,539,900	16.90%	
Tomahawk	989,658	89,744	1,079,402	154,813	924,588	14.34%	
Wabamun	1,003,972	(17,681)	986,291	152,255	834,036	15.44%	
Woodhaven Middle	3,516,743	45,114	3,561,857	610,022	2,951,835	17.13%	
Alternative Program	1,129,763		1,129,763	182,593	947,170	16.16%	
Early Education	2,438,220		2,438,220	273,829	2,164,391	11.23%	
Total Expenses	96,146,588	626,523	96,773,111	15,594,714	81,178,396	16.11%	

Target Percentage

16.67%

Expenses by Site - Oct 31, 2011

Parkland Division

	Approved Budget Expenditures 2011-12	Budgeted Reserves/ (Deficits) 2011-12	Total Revised Budget 2011-12	YTD Actuals Oct 31/11	\$ Revised Budget Remaining	% Budget Used	Variance Explanation
Other Sites							
Capital and Debt Services	4,458,977	-	4,458,977	729,826	3,729,151	16.37%	
Infrastructure Maintenance Renewal	1,543,598	-	1,543,598	16,586	1,527,012	1.07%	
School Generated Funds	2,999,915	-	2,999,915	276,353	2,723,562	9.21%	
Government Contributions to ATRF	4,059,474	-	4,059,474	798,600	3,260,874	19.67%	
Parkland Village Daycare	-	-	-	557	(557)		
Leadership Council	-	-	-	1,113	(1,113)		
	13,061,964	-	13,061,964	1,823,036	11,238,928	13.96%	
Total Expenses	109,208,552	626,523	109,835,075	17,417,750	92,417,325	15.86%	