



## MEMORANDUM

**Date:** 10 January 2012  
**To:** Board of Trustees  
**From:** Tim Monds, Superintendent  
**Originator:** Claire Jonsson, Associate Superintendent  
**Subject:** **FIRST QUARTER FINANCIAL REPORT – PERIOD  
ENDING 30 NOVEMBER 2011**

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### Recommendation

That the Board of Trustees approves the first quarterly financial report for the period ending 30 November 2011 as presented at the Regular meeting of 10 January 2012.

### 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 2010-2011 school year. The Monthly Financial statement included within this agenda is for the period ended 30 November 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- November 30, 2011

## Parkland School Division

	Approved Budget <sup>1</sup> 2011-12	YTD Actuals Nov 30/11	\$ Revised Budget Remaining	% Budget Used
<b>Revenues</b>				
Instruction ( ECS to Grade 12)	77,713,926	21,109,125	56,604,801	26.93%
School Generated Funds	2,999,915	469,237	2,530,678	15.64%
Operation and Maintenance	7,739,730	1,949,371	5,790,358	25.19%
Transportation	9,710,469	2,544,696	7,165,773	26.17%
Board and System Administration	3,759,002	937,183	2,821,819	24.93%
External Services	55,700	12,318	43,382	22.11%
Supported Capital Interest	56,247		56,247	
Infrastructure Maintenance Renewal	1,543,598	57,079	1,486,519	3.70%
Capital & Debt Services	3,807,386	954,000	2,853,386	25.57%
<b>Total Revenues</b>	<b>107,385,973</b>	<b>28,033,010</b>	<b>79,352,963</b>	<b>25.96%</b>
<b>Expenses</b>				
Instruction ( ECS to Grade 12)	78,769,328	19,506,814	59,262,514	24.56%
School Generated Funds	2,999,915	469,237	2,530,678	15.64%
Operation and Maintenance	8,044,556	1,730,628	6,313,928	21.51%
Transportation	9,395,985	2,955,173	6,440,812	30.94%
Board and System Administration	3,650,514	909,783	2,740,731	24.74%
External Services	45,680	5,403	40,277	11.96%
Supported Capital Interest	56,247		56,247	
Infrastructure Maintenance Renewal	1,543,598	57,079	1,486,519	3.70%
Capital & Debt Services	4,702,730	1,175,682	3,527,048	25.41%
<b>Total Expenses</b>	<b>109,208,553</b>	<b>26,809,799</b>	<b>82,398,754</b>	<b>24.38%</b>
<b>Surplus/(Deficit)</b>	<b>(1,822,579)</b>	<b>1,223,211</b>		
<b>Target Percentage</b>				<b>25.00%</b>

Block	Approved Surplus/(Deficit)	Actual Surplus/(Deficit)
Instruction	(1,629,559)	1,465,947
Board and System Administration	(28,893)	(14,120)
Operations and Maintenance	(437,077)	191,743
Transportation	262,930	(423,365)
External Services	10,020	3,006
<b>Total</b>	<b>(1,822,579)</b>	<b>1,223,211</b>

1 Approved by the Board of Trustees, 8 November 2011

## Revenue

	Approved Budget <sup>1</sup> 2011-12	YTD Actuals Nov 30/11	\$ Revised Budget Remaining	% Budget Used
<b>Revenue Alberta Education</b>				
<b>School Jurisdiction Base Funding</b>				
Base Instruction (Gr 1-12)	56,443,851	13,887,906	42,555,945	24.60%
Early Childhood Services (ECS)	2,599,200	857,597	1,741,603	32.99%
Home Education	20,208	4,061	16,147	20.10%
Outreach Schools	199,277	46,285	152,992	23.23%
<b>Sub Total</b>	<b>59,262,536</b>	<b>14,795,849</b>	<b>44,466,687</b>	<b>24.97%</b>
<b>Alberta Education - Administration</b>				
Administration allocation 4% of instruction	3,495,132	873,783	2,621,349	25.00%
<b>Sub Total</b>	<b>3,495,132</b>	<b>873,783</b>	<b>2,621,349</b>	<b>25.00%</b>
<b>Differential Cost Funding</b>				
ECS Program Unit	2,744,287	690,606	2,053,681	25.17%
English as a Second Language	47,355	11,112	36,243	23.47%
First Nations, Metis & Inuit Education	679,140	164,233	514,907	24.18%
ECS - Mild Moderate	80,454	22,542	57,912	28.02%
Relative Cost of Purchasing Goods & Services	383,919	94,600	289,319	24.64%
Severe Disabilities	3,170,095	752,972	2,417,123	23.75%
Small Schools by Necessity	973,517	213,564	759,953	21.94%
Socio - Economic Status	734,287	176,310	557,977	24.01%
Budget Update Funding	1,030,932	441,961	588,971	42.87%
Classroom and community supports	424,148	424,148		100.00%
<b>Sub Total</b>	<b>10,268,134</b>	<b>2,992,048</b>	<b>7,276,086</b>	<b>29.14%</b>
<b>Differential Cost Funding - Operations and Maintenance</b>				
Operations & Maintenance Support	7,424,456	1,855,372	5,569,084	24.99%
<b>Sub Total</b>	<b>7,424,456</b>	<b>1,855,372</b>	<b>5,569,084</b>	<b>24.99%</b>
<b>Alberta Education - Other</b>				
Institutional Programs	255,191	63,772	191,419	24.99%
Learning Resources Credit	104,019		104,019	
Government Contributions to ATRF	4,059,474	1,202,787		29.63%
Other	15,000		15,000	
<b>Sub Total</b>	<b>4,433,684</b>	<b>1,266,560</b>	<b>310,438</b>	<b>28.57%</b>
<b>Transportation Funding</b>				
Transportation - Rural	6,148,000	1,526,357	4,621,643	24.83%
Special Education Transportation	577,700	144,221	433,479	24.96%
Transportation - Disabled - ECS	162,093	40,507	121,586	24.99%
Transportation - In Home - ECS	31,004	9,191	21,813	29.64%
Urban Transportation	1,579,208	392,145	1,187,063	24.83%
Transportation - fuel initiative	446,000	92,491	353,509	20.74%
<b>Sub Total</b>	<b>8,944,005</b>	<b>2,204,911</b>	<b>6,739,094</b>	<b>24.65%</b>
<b>Provincial Priority Targeted Funding</b>				
Student Health Initiative		6,461	-6,461	
Children and Youth with Complex Needs	245,563	249,201	-3,638	101.48%
Supernet Service	151,050	88,113	62,938	58.33%
Alberta Initiative for School Improvement	834,192	200,480	633,712	24.03%
<b>Sub Total</b>	<b>1,230,805</b>	<b>544,254</b>	<b>686,551</b>	<b>44.22%</b>

## Revenue

	Approved Budget <sup>1</sup> 2011-12	YTD Actuals Nov 30/11	\$ Revised Budget Remaining	% Budget Used
<b>Capital Funding</b>				
Infrastructure Maintenance and Renewal	1,543,598	57,079	1,486,519	3.70%
<b>Sub Total</b>	<b>1,543,598</b>	<b>57,079</b>	<b>1,486,519</b>	<b>3.70%</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	56,247		56,247	
<b>Sub Total</b>	<b>56,247</b>		<b>56,247</b>	
<b>Federal Government</b>				
First Nations Tuition's	1,548,264	474,089	1,074,175	30.62%
<b>Sub Total</b>	<b>1,548,264</b>	<b>474,089</b>	<b>1,074,175</b>	<b>30.62%</b>
<b>From Alberta School Authorities</b>				
Tuition Fees	54,000	17,053	36,947	31.58%
Transportation Fees		1,610	-1,610	
<b>Sub Total</b>	<b>54,000</b>	<b>18,663</b>	<b>35,337</b>	<b>34.56%</b>
<b>From Municipalities</b>				
Joint Use Agreements	30,000	5,416	24,584	18.05%
<b>Sub Total</b>	<b>30,000</b>	<b>5,416</b>	<b>24,584</b>	<b>18.05%</b>
<b>Private Organizations</b>				
Transportation - Private Schools	44,431		44,431	
Transportation Insurance	142,000		142,000	
<b>Sub Total</b>	<b>186,431</b>		<b>186,431</b>	
<b>Individuals</b>				
Transportation Fees	459,000	313,901	145,099	68.39%
Donations	129,729	23,570	106,159	18.17%
Rentals - Facilities	25,700	5,453	20,247	21.22%
Instructional Material Fees (ECS)	43,699	5,263	38,436	12.04%
Instructional Material Fees	672,985	500,285	172,700	74.34%
Instructional Material Fees Prior Year		4,601	-4,601	
School Based Course Material Fees	490,114	379,061	111,053	77.34%
Other Student Fees	645,613	200,099	445,514	30.99%
Interest & Investment Income	142,000	28,054	113,946	19.76%
Misc. Sales	283,019	311,424	-28,405	110.04%
Fundraising	2,124,977	202,183	1,922,795	9.51%
<b>Sub Total</b>	<b>5,016,836</b>	<b>1,974,943</b>	<b>3,041,892</b>	<b>39.37%</b>
<b>Other</b>				
Gains on Disposals of Property and equipment		16,045	-16,045	
Amortization of Capital Allocations	3,807,386	954,000	2,853,386	25.06%
<b>Sub Total</b>	<b>3,807,386</b>	<b>970,045</b>	<b>2,837,341</b>	<b>25.48%</b>
<b>TOTAL REVENUES</b>	<b>107,385,973</b>	<b>28,033,010</b>	<b>76,496,275</b>	<b>26.10%</b>

**Allocation of Revenue and Expenses to Programs**  
**November 30, 2011**

REVENUES	Instruction	Operations and Maintenance of Schools & Maintenance Shops	Transportation	Board & System Administration	External Services	TOTAL
Alberta Education	\$19,559,081	\$1,937,046	\$2,220,993	\$873,783	\$0	\$24,590,903
Other - Government of Alberta	\$0	\$0	\$0	\$0	\$0	\$0
Federal Government and First Nations	\$402,976	\$52,150	\$0	\$18,964	\$0	\$474,090
Other Alberta school authorities	\$17,053	\$0	\$1,610	\$0	\$0	\$18,663
Out of province authorities	\$0	\$0	\$0	\$0	\$0	\$0
Alberta Municipalities-special tax levies	\$0	\$0	\$0	\$0	\$0	\$0
Instruction resource fees	\$1,089,310					\$1,089,310
Transportation fees-ECS			\$0			\$0
Transportation fees-Grades K-12			\$313,901			\$313,901
Other sales and services	\$291,364	\$416	\$8,192	\$9,207	\$7,658	\$316,837
Investment income	\$0	\$0	\$0	\$28,054	\$0	\$28,054
Gifts and donations	\$23,570	\$0	\$0	\$0	\$0	\$23,570
Rental of facilities	\$0	\$4,703	\$0	\$0	\$751	\$5,454
Fundraising	\$202,183	\$0	\$0	\$0	\$0	\$202,183
Gains on disposal of capital assets	\$0	\$16,045	\$0	\$0	\$0	\$16,045
Amortization of capital allocations	\$0	\$950,090	\$0		\$3,910	\$954,000
Other revenue	\$0	\$0	\$0	\$0	\$0	\$0
<b>TOTAL REVENUES</b>	<b>\$21,585,537</b>	<b>\$2,960,450</b>	<b>\$2,544,696</b>	<b>\$930,008</b>	<b>\$12,319</b>	<b>\$28,033,010</b>
<b>EXPENSES</b>						
Certificated salaries	\$12,008,198			\$134,190	\$0	\$12,142,388
Certificated benefits	\$2,299,997			\$14,059	\$0	\$2,314,056
Non-certificated salaries and wages	\$2,970,083	\$807,633	\$126,299	\$367,828	\$0	\$4,271,843
Non-certificated benefits	\$732,094	\$189,851	\$22,854	\$74,296	\$0	\$1,019,095
<b>SUB - TOTAL</b>	<b>\$18,010,372</b>	<b>\$997,484</b>	<b>\$149,153</b>	<b>\$590,373</b>	<b>\$0</b>	<b>\$19,747,382</b>
Services, contracts and supplies	\$1,533,885	\$790,223	\$2,806,019	\$319,410	\$5,403	\$5,454,940
Direct Cost of Fundraising and Fees	\$431,793					\$431,793
Amortization of capital assets	\$143,540	\$981,000	\$12,889	\$34,345	\$3,910	\$1,175,684
Interest and charges	\$0	\$0	\$0	\$0	\$0	\$0
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>\$20,119,590</b>	<b>\$2,768,707</b>	<b>\$2,968,061</b>	<b>\$944,128</b>	<b>\$9,313</b>	<b>\$26,809,799</b>
<b>EXCESS (DEFICIENCY) OF REVENUES OVER EXPENSES</b>	<b>\$1,465,947</b>	<b>\$191,743</b>	<b>(\$423,365)</b>	<b>(\$14,120)</b>	<b>\$3,006</b>	<b>\$1,223,211</b>

## Expenses

<b>By Program</b>	<b>Approved Budget<sup>1</sup> 2011-12</b>	<b>YTD Actuals Nov 30/11</b>	<b>\$ Revised Budget Remaining</b>	<b>% Budget Used</b>
Early Childhood Services	4,249,859	575,075	3,674,784	13.07%
Instruction	77,519,383	19,400,977	58,118,406	24.87%
Board & System Administration	3,650,514	909,783	2,740,731	24.74%
Plant Operations & Maintenance	8,044,556	1,730,628	6,313,928	21.51%
Infrastructure Maintenance Renewal	1,543,598	57,079	1,486,519	3.70%
Transportation	9,395,985	2,955,173	6,440,812	30.94%
External Services	45,680	5,403	40,277	11.96%
Debt Services	56,247		56,247	
Amortization of Property and equipment	4,702,730	1,175,682	3,527,048	25.41%
<b>TOTAL EXPENSES</b>	<b>109,208,552</b>	<b>26,809,800</b>	<b>82,398,752</b>	<b>24.38%</b>

<b>By Category</b>	<b>Approved Budget 2011-12</b>	<b>YTD Actuals Nov 30/11</b>	<b>\$ Revised Budget Remaining</b>	<b>% Budget Used</b>
Salaries, wages and benefits	78,472,501	19,747,290	58,725,210	25.03%
Services, contracts and supplies	21,433,561	5,397,955	16,035,606	24.72%
Direct cost of fundraising and fees	2,999,915	431,793	2,568,122	14.39%
Infrastructure maintenance renewal	1,543,598	57,079	1,486,519	3.70%
Amortization of Property and equipment	4,702,730	1,175,682	3,527,048	25.41%
Interest on long-term debt	56,247		56,247	
<b>TOTAL EXPENSES</b>	<b>109,208,552</b>	<b>26,809,800</b>	<b>82,398,752</b>	<b>24.38%</b>

**Expenses by Site - November 30, 2011**  
**Parkland Division**

Site	Approved Budget Expenditures 2011-12	Budgeted Reserves/ (Deficits) 2011-12	Total Revised Budget 2011-12	YTD Actuals Nov 30/11	\$ Revised Budget Remaining	% Budget Used	Variance Explanation
Governance	554,132		554,132	145,788	408,345	26.31%	
Office of the Superintendent	652,933		652,933	159,156	493,777	24.38%	
Human Resources	438,033		438,033	118,658	319,374	27.09%	Advertising budgeted for entire year expended
Deputy Superintendent	609,217		609,217	78,628	530,588	12.91%	
Learning Services	1,624,192		1,624,192	368,531	1,255,661	22.69%	
Business & Finance	1,725,383		1,725,383	443,243	1,282,141	25.69%	
Tech Support Services	1,566,469		1,566,469	324,829	1,241,640	20.74%	
Ikon Print Centre	96,000		96,000	49,407	46,593	51.47%	Outstanding chargebacks to schools
Student Transportation	9,395,715		9,395,715	2,992,773	6,402,941	31.85%	Expenses Incurred over 10 months (exp 30%)
Maintenance	4,892,395		4,892,395	975,052	3,917,342	19.93%	
Custodial	3,046,570		3,046,570	711,251	2,335,319	23.35%	
Instructional Pool	2,220,142		2,220,142	504,944	1,715,197	22.74%	
Instructional Pool - Projected Surplus	-	1,143,608	1,143,608				
Blueberry	3,427,923	99,258	3,527,181	840,841	2,686,340	23.84%	
Brookwood	3,557,914		3,557,914	880,721	2,677,194	24.75%	
École Broxton Park	4,629,031		4,629,031	1,341,826	3,287,205	28.99%	Large proportion of staff paid over 10 months
Connections for Learning	1,705,586	81,931	1,787,517	430,919	1,356,597	24.11%	
Duffield	2,235,796	50,833	2,286,629	557,156	1,729,473	24.37%	
Entwistle	1,098,784	746	1,099,530	281,268	818,262	25.58%	
Forest Green	1,766,660		1,766,660	388,082	1,378,577	21.97%	
Graminia	3,261,878	3,359	3,265,237	814,134	2,451,104	24.93%	
Greystone Centennial Middle	3,104,575		3,104,575	762,104	2,342,472	24.55%	
High Park	2,960,025	106,820	3,066,845	692,218	2,374,627	22.57%	
Keephills	562,776		562,776	134,684	428,092	23.93%	
Memorial Composite High	7,688,132	21,195	7,709,327	1,926,485	5,782,842	24.99%	
Memorial Outreach	729,251		729,251	189,429	539,822	25.98%	Combine Memorial Composite & Outreach (25.1%).
École Meridian Heights	4,118,504	(5,294)	4,113,210	1,017,623	3,095,586	24.74%	
Millgrove	3,487,767	47,764	3,535,531	757,112	2,778,419	21.41%	
Muir Lake	2,702,322		2,702,322	687,455	2,014,867	25.44%	
Parkland Village	1,571,260	66,918	1,638,178	410,279	1,227,900	25.04%	
Seba Beach	1,275,209	35,816	1,311,025	307,369	1,003,656	23.44%	
Spruce Grove Composite High	6,664,489		6,664,489	1,325,653	5,338,837	19.89%	
Spruce Grove Outreach	642,829		642,829	484,272	158,557	75.33%	Combine Spruce Grove Composite & Outreach (24.8%).
Stony Plain Central	3,056,343		3,056,343	772,211	2,284,132	25.27%	
Tomahawk	989,658	89,744	1,079,402	235,091	844,310	21.78%	
Wabamun	1,003,972	(17,681)	986,291	243,341	742,950	24.67%	
Woodhaven Middle	3,516,743	45,114	3,561,857	932,276	2,629,581	26.17%	
Alternative Program	1,129,763		1,129,763	282,064	847,699	24.97%	
Early Education	2,438,220		2,438,220	423,201	2,015,019	17.36%	
<b>Total Expenses</b>	<b>96,146,588</b>	<b>1,770,131</b>	<b>97,916,719</b>	<b>23,990,074</b>	<b>73,926,645</b>	<b>24.50%</b>	

**Target Percentage**

**25.00%**

Expenses by Site - November 30, 2011

Parkland Division

	Approved Budget Expenditures 2011-12	Budgeted Reserves/ (Deficits) 2011-12	Total Revised Budget 2011-12	YTD Actuals Nov 30/11	\$ Revised Budget Remaining	% Budget Used	Variance Explanation
<b>Other Sites</b>							
Capital and Debt Services	4,458,977	-	4,458,977	1,088,667	3,370,310	24.42%	
Infrastructure Maintenance Renewal	1,543,598	-	1,543,598	57,079	1,486,519	3.70%	
School Generated Funds	2,999,915	-	2,999,915	469,237	2,530,678	15.64%	
Government Contributions to ATRF	4,059,474	-	4,059,474	1,202,787	2,856,687	29.63%	Amount is an estimate and has no impact on the Division's bottom line.
Parkland Village Daycare	-	-	-	843	(843)		
Leadership Council	-	-	-	1,113	(1,113)		
	<b>13,061,964</b>	<b>-</b>	<b>13,061,964</b>	<b>2,819,726</b>	<b>10,242,238</b>	<b>21.59%</b>	
<b>Total Expenses</b>	<b>109,208,552</b>	<b>1,770,131</b>	<b>110,978,683</b>	<b>26,809,800</b>	<b>84,168,883</b>	<b>24.16%</b>	

**PARKLAND SCHOOL DIVISION NO. 70**

**INTERIM FINANCIAL STATEMENTS**

**NOVEMBER 30, 2011**

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**STATEMENT OF FINANCIAL POSITION**  
**as at November 30, 2011**  
(in dollars)

	2012	2011
<b>ASSETS</b>		
Current assets		
Cash and temporary investments	\$15,588,342	\$14,411,352
Accounts receivable (net after allowances)	\$661,063	\$611,776
Prepaid expenses	\$518,312	\$223,694
Other current assets	\$0	\$0
<b>Total current assets</b>	<b>\$16,767,717</b>	<b>\$14,197,229</b>
Trust assets		
Long term accounts receivable	\$0	\$0
Long term investments	\$0	\$0
Capital assets		
Land	\$4,167,683	\$4,167,683
Construction in Progress	\$0	\$0
Buildings	\$136,477,894	
Less: accumulated amortization	(\$50,590,124)	\$85,887,770
Equipment	\$9,306,162	
Less: accumulated amortization	(\$5,945,826)	\$3,360,336
Vehicles	\$1,271,107	
Less: accumulated amortization	(\$766,657)	\$504,450
<b>Total capital assets</b>	<b>\$93,920,239</b>	<b>\$94,921,444</b>
<b>TOTAL ASSETS</b>	<b>\$111,417,860</b>	<b>\$110,438,848</b>
<b>LIABILITIES</b>		
Current liabilities		
Bank indebtedness	\$0	\$0
Accounts payable and accrued liabilities	\$3,015,212	\$3,133,384
Deferred revenue	\$2,070,105	\$1,701,451
Deferred capital allocations	\$847,401	\$934,862
Current portion of long term debt	\$365,885	\$365,885
<b>Total current liabilities</b>	<b>\$6,298,603</b>	<b>\$5,085,989</b>
Trust liabilities		
Employee future benefit liabilities	\$0	\$0
Long term debt		
Supported: Debentures and other supported debt	\$709,472	\$709,472
Less: Current portion	(\$365,886)	(\$365,885)
Unsupported: Debentures and Capital Loans	\$0	\$0
Capital Leases	\$0	\$0
Mortgages	\$0	\$0
Less: Current portion	\$0	\$0
Other long term liabilities	\$0	\$0
Unamortized capital allocations	\$86,556,839	\$87,423,380
<b>Total long term liabilities</b>	<b>\$87,630,329</b>	<b>\$89,087,142</b>
<b>TOTAL LIABILITIES</b>	<b>\$93,928,932</b>	<b>\$94,173,131</b>
<b>NET ASSETS</b>		
Unrestricted net assets	\$943,768	\$943,769
Operating Reserves	\$6,325,175	\$5,121,015
Accumulated Operating Surplus (Deficit)	\$7,268,943	\$6,064,784
Investment in capital assets	\$6,653,921	\$6,788,590
Capital Reserves	\$3,566,063	\$3,412,343
Total Capital Funds	\$10,219,984	\$10,200,933
<b>Total net assets</b>	<b>\$17,488,927</b>	<b>\$16,265,717</b>
<b>TOTAL LIABILITIES AND NET ASSETS</b>	<b>\$111,417,860</b>	<b>\$110,438,848</b>

**STATEMENT OF REVENUES AND EXPENSES**  
for the Three Months Ended November 30, 2011  
(in dollars)

	Budget 2012	Actual	Actual 2011
<b>REVENUES</b>			
Government of Alberta	\$96,658,596	\$24,590,903	\$23,442,158
Federal Government and/or First Nations	1,632,724	474,090	368,800
Other Alberta school authorities	54,000	18,663	23,060
Student fees	1,852,411	1,089,310	306,230
Transportation fees	459,000	313,901	331,332
Other sales and services	469,450	316,837	60,909
Investment income	142,000	28,054	25,482
Gifts and donations	129,729	23,570	-
Rental of facilities	25,700	5,454	7,461
Fundraising	2,124,977	202,183	-
Gains on disposal of capital assets	-	16,045	-
Amortization of capital allocations	3,807,386	954,000	932,214
Other revenue	-	-	-
<b>Total Revenues</b>	<b>\$107,355,973</b>	<b>\$28,033,010</b>	<b>\$25,497,646</b>
<b>EXPENSES</b>			
Certificated salaries	\$49,454,597	\$12,142,388	\$11,408,988
Certificated benefits	9,358,865	2,314,056	2,068,515
Non-certificated salaries and wages	15,883,035	4,271,843	4,336,601
Non-certificated benefits	3,776,004	1,019,095	1,076,601
Services, contracts and supplies	23,451,163	5,454,940	5,316,933
Direct Cost of Fundraising and Fees	2,525,911	431,793	-
Capital and debt services			
Amortization of capital assets			
Supported	3,807,386	954,000	932,214
Unsupported	895,344	221,684	228,829
Total Amortization of capital assets	4,702,730	1,175,684	1,161,043
Interest on capital debt			
Supported	56,247	-	22,819
Unsupported	-	-	-
Total Interest on capital debt	56,247	-	22,819
Other interest and charges	-	-	-
Losses on disposal of capital assets	-	-	-
Other expense	-	-	-
<b>Total Expenses</b>	<b>\$109,208,552</b>	<b>\$26,809,799</b>	<b>\$25,391,500</b>
<b>EXCESS (DEFICIENCY) OF REVENUES OVER EXPENSES BEFORE EXTRAORDINARY ITEM</b>	<b>(1,852,579)</b>	<b>1,223,211</b>	<b>106,146</b>
Extraordinary Item	-	-	-
<b>EXCESS (DEFICIENCY) OF REVENUES OVER EXPENSES</b>	<b>(\$1,852,579)</b>	<b>\$1,223,211</b>	<b>\$106,146</b>

**STATEMENT OF CHANGES IN NET ASSETS  
for the Three Months Ended November 30, 2011**

School Jurisdiction Code:

2305

	TOTAL NET ASSETS	INVESTMENT IN CAPITAL ASSETS	UNRESTRICTED NET ASSETS	INTERNALLY RESTRICTED NET ASSETS											
				TOTAL OPERATING RESERVES	TOTAL CAPITAL RESERVES	School & Instruction Related		Operations & Maintenance		Board & System Admin.		Transportation		External Services	
						Operating Reserves	Capital Reserves	Operating Reserves	Capital Reserves	Operating Reserves	Capital Reserves	Operating Reserves	Capital Reserves	Operating Reserves	Capital Reserves
<b>Balance at August 31, 2011</b>	\$16,265,716	\$6,788,590	\$943,768	\$5,121,015	\$3,412,343	\$4,320,149	\$1,428,076	\$489,163	\$529,808	\$311,703	\$1,343,643	\$0	\$90,776	\$0	\$20,040
Repayment of Reserve Loan	\$0					\$225,564									
<b>Adjusted Balance, Aug.31, 2011</b>	\$16,265,716	\$6,788,590	\$943,768	\$5,121,015	\$3,412,343	\$4,545,713	\$1,428,076	\$489,163	\$529,808	\$311,703	\$1,343,643	(\$225,564)	\$90,776	\$0	\$20,040
Excess (deficiency) of revenue over expenses	\$1,223,211		\$1,223,211												
Board funded capital additions		\$87,015	\$0	\$0	(\$87,015)										
Disposal of unsupported capital assets	\$0		(\$16,045)		\$16,045				\$16,045						\$0
Disposal of supported capital assets (board funded portion)	\$0	\$0	\$0		\$0										
Direct credits to net assets	\$0	\$0													
Amortization of capital assets		(\$1,175,684)	\$1,175,684												
Amortization of capital allocations		\$954,000	(\$954,000)												
Debt principal repayments (unsupported)		\$0	\$0												
Net transfers to operating reserves			(\$1,657,690)	\$1,657,690		\$1,465,947		\$191,743		\$0			\$0		
Net transfers from operating reserves			\$453,530	(\$453,530)		\$0		(\$16,045)		(\$14,120)			(\$423,365)		
Net transfers from capital reserves			(\$224,690)		\$224,690		\$143,540		\$30,910		\$34,345		\$12,889		\$3,006
Net transfers from capital reserves			\$0		\$0						\$0				
Assumption/transfer of other operations' net assets	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0							
<b>Balance at November 30, 2011</b>	\$17,488,927	\$6,653,921	\$943,768	\$6,325,175	\$3,566,063	\$6,011,660	\$1,524,305	\$664,861	\$576,763	\$297,583	\$1,375,885	(\$648,929)	\$66,064	\$0	\$23,046

**STATEMENT OF CASH FLOWS**  
for the Three Months Ended November 30, 2011  
(in dollars)

	2012	2011
<b>CASH FLOWS FROM:</b>		
<b>A. OPERATIONS</b>		
Excess (deficiency) of revenues over expenses	\$1,223,211	(\$326,179)
Add (Deduct) items not affecting cash:		
Amortization of capital allocations revenue	(\$954,000)	(\$3,839,757)
Total amortization expense	\$1,175,684	\$4,842,439
Gains on disposal of capital assets	(\$16,045)	(\$30,740)
Losses on disposal of capital assets	\$0	\$1,725
Changes in:		
Accounts receivable	(\$49,287)	\$880,606
Prepays and other current assets	(\$294,618)	\$87,703
Long term accounts receivable	\$0	\$0
Long term investments	\$0	\$0
Accounts payable and accrued liabilities	(\$118,172)	\$515,543
Deferred revenue	\$368,654	\$209,770
Employee future benefit liabilities	\$0	\$0
Other (describe)	\$0	\$0
<b>Total cash flows from Operations</b>	<b>\$1,335,427</b>	<b>\$2,341,110</b>
<b>B. INVESTING ACTIVITIES</b>		
Purchases of capital assets		
Land	\$0	\$0
Buildings	(\$1,679)	(\$637,188)
Equipment	(\$135,195)	(\$842,516)
Vehicles	(\$37,601)	(\$97,693)
Net proceeds from disposal of capital assets	\$16,045	\$35,848
Other (describe)	(\$6)	\$0
<b>Total cash flows from Investing activities</b>	<b>(\$158,436)</b>	<b>(\$1,541,549)</b>
<b>C. FINANCING ACTIVITIES</b>		
Capital allocations	\$0	\$433,700
Issue of long term debt	\$0	\$0
Repayment of long term debt	\$0	(\$448,921)
Add back: supported portion	\$0	\$448,921
Other (describe)	\$0	\$0
<b>Total cash flows from financing activities</b>	<b>\$0</b>	<b>\$433,699</b>
<b>Net cash flows from during the year</b>	<b>\$1,176,991</b>	<b>\$1,233,260</b>
<b>Cash and temporary investments, net of bank indebtedness, at Aug. 31/11</b>	<b>\$14,411,352</b>	<b>\$13,178,092</b>
<b>Cash and temporary investments, net of bank indebtedness, at Nov 30/11</b>	<b>\$15,588,342</b>	<b>\$14,411,352</b>

**PARKLAND SCHOOL DIVISION NO. 70**  
**MANAGEMENT'S DISCUSSION AND ANALYSIS**  
**NOVEMBER 30, 2011**

## Management's discussion and analysis

The following is a discussion of the financial condition and results of operations of Parkland School Division No. 70 for the three month period ended November 30, 2011 and should be read together with Parkland School Division's interim financial statements.

Parkland School Division's interim financial statements have been prepared in accordance with Canadian generally accepted accounting principles (GAAP)

Section	Contents	Page
1. Significant Changes and Events	Summary of significant changes and events in the three months ending November 30, 2011 that impact the financial condition of Parkland School Division.	2
2. Results from operations	A detailed discussion of operating results for the three months ending November 30, 2011	4
3. Financial condition	A discussion of significant changes in the Statement of Financial Position as at November 30, 2011.	8
4. Accumulated Operating Surplus	A breakdown of Parkland School Division's available reserves	9
5. IMR Projects 2011-12	Current status of IMR projects for 2010-11	9

## **1. Significant Changes and Events**

### **1.1 Labour Relations**

Parkland School Division and the International Union of Operating Engineers Local 955, which represents the Division's custodial and maintenance staff, signed a collective agreement covering from September 1, 2011 until August 31, 2012. The contract included an annual wage increase to all categories of 4.54%.

Parkland School Division and the Central Alberta Association of Municipal and School Employees Local 1, which represents most of the Division's support staff, signed a collective agreement covering from September 1, 2011 until August 31, 2012. The contract included an annual wage increase to all categories of 4.54%.

Parkland School Division currently has an agreement with the Alberta Teachers Association covering from September 1, 2006 until August 31, 2012. This contract includes an annual wage increase to all categories according to the Alberta Average Weekly Earnings (AAWE) index. For the 2011-12 School Year, the AAWE increase was 4.54%.

### **1.2 Provincial Funding 2011-12**

For the 2011-12 school year, the Division received a 4.54% increase to the basic and class size grants. In February 2011, it was announced that numerous grants would be cut by 50% or entirely. In October, these grants were reinstated for seven of the twelve months of the school year. The other five months of reinstated funding have not been announced.

The Operations and Maintenance block did not receive a grant increase for the second consecutive year.

The Transportation block also did not receive a grant increase for the 2011-12 school year, however, the Fuel Price Contingency grant, which is received by school divisions based on the price of diesel fuel, was reinstated and is expected to provide the block with \$446K of additional funding.

### **1.3 Deficit Repayment**

In 2010-11, the Transportation block had an accumulated deficit that exceeded its available operating reserves. As a result a loan of \$225K was made from the Instructional operating reserve that was to be repaid in the 2011-12 school year.

### **1.4 School Generated Funds**

As a result of the centralization of School Generated Funds into the Division's main financial system, School Generated Funds are now recorded on a monthly rather than a quarterly basis. This timing difference will be reflected on the Division's comparisons to the previous fiscal year.

## **1.5 Capital Projects**

The Division has been approved for 9 modular classrooms and the demolition of the old Memorial Composite High School. As of November 30, 2011, the Division has not received or expended funds on these projects.

## **1.6 Accounting Changes**

As per the direction given from Alberta Education, the Division has made the following changes in accounting treatment in the current and prior year:

### **1.6.1 School Generated Funds**

School Generated Funds no longer have their own accounts on the Division's Statement of Financial Position and Statement of Revenues and Expenses. The balances are now reflected in the following accounts according to their classification:

#### Statement of Financial Position

- Cash
- Deferred Revenue

#### Statement of Revenues and Expenses

- Other Sales and Services
- Student Fees
- Gifts and Donations
- Fundraising
- Supplies and Service
- Direct Cost of Fees and Fundraising

### **1.6.2 Government Contribution to the Alberta Teachers Retirement Fund**

In prior years, the Government of Alberta has been contributing the Employer's portion of the ATRF on behalf of the School Division and the amount was not recorded on the Division's statements. The Division's statements will now reflect the contribution as revenue and an expense on the Division's statements. This is expected to increase total revenues and expenses each by over \$4.0M, but have no impact on the Division's bottom line.

## 2. Results from operations

### 2.1 Revenues

#### 2.1.1 Revenue from Provincial Government

Annual Budget 2011-12	Three months ending Nov 30, 2011	% of Target	Three months ending Nov 30, 2010	Change %
96,658,596	24,590,903	25.44%	23,442,158	4.90%

The Alberta Government is the key revenue source of the Division as it provides the Division with 93% of its revenues.

Revenue from the Government of Alberta is currently at 25.44% of budget due to grants such as the CYCN, Supernet funding and Classroom and Community supports, which are received at the beginning of the year.

Revenues have increased 4.90% over the 2010-11 school year due to increases in enrollments, the increases in the basic grant rate and class size initiative grant rate. As well, there are grants that were not provided last year such as the Classroom and Community supports and Fuel Price Initiative grant.

#### 2.1.2 Revenue from Federal Government

Annual Budget 2011-12	Three months ending Nov 30, 2011	% of Target	Three months ending Nov 30, 2010	Change %
1,632,724	474,089	29.04%	368,800	28.55%

The Federal Government provides funding for French Language Education and First Nation's students. Revenue from the Federal Government is currently at 29.04% of budget as the grant is paid over 10 months and is reconciled in the spring.

Revenues have increased year over year due to an increase in the grant rate and funded enrollments.

### 2.1.3 Other Revenues

Annual Budget 2011-12	Three months ending Nov 30, 2011	% of Target	Three months ending Nov 30, 2010	Change %
9,064,653	2,968,017	32.74%	1,686,688	75.97%

Other revenues are currently at 32.74% of target as over 75% of school and transportation fees have been collected.

Other revenues have increased 75.97% over last year as School Generated Funds and Fees collections are now recorded on a monthly basis rather than on a quarterly basis, which was last year's process.

## 2.2 Expenditures

### 2.2.1 Salaries, Wages and Benefits

Annual Budget 2011-12	Three months ending Nov 30, 2011	% of Target	Three months ending Nov 30, 2010	Change %
78,472,501	19,747,382	25.16%	18,890,705	4.53%

Salaries and benefits are slightly above the target of 25% as most support staff are paid over ten months rather than twelve.

There was a 4.53% increase over last year in this category due to the negotiated salary increases of 4.54%.

### 2.2.2 Service, contracts and supplies

Annual Budget 2011-12	Three months ending Nov 30, 2011	% of Target	Three months ending Nov 30, 2010	Change %
21,907,565	5,397,861	24.64%	5,250,577	2.81%

This category currently is below target due as the expected peak utility and snow removal costs has not yet occurred. A large proportion of the expected supply, service and equipment purchases for the schools are made at the end of the year

Expenditures have increased over last year as bus contractor costs have risen over last year. There has also been increased spending by the Schools and Maintenance block when compared to this time last year.

### 2.2.3 Infrastructure Maintenance Renewal

Annual Budget 2011-12	Three months ending Nov 30, 2011	% of Target	Three months ending Nov 30, 2010	Change %
1,543,598	57,079	3.70%	66,356	-13.98%

\$162K of the 2010-11 school year funding is carried over for projects in the 2011-12 school year. Expenditures on projects will mostly occur in the spring and summer period. More detail can be found on the IMR program in section 5.

### 2.2.4 Other Expenses

Annual Budget 2011-12	Three months ending Nov 30, 2011	% of Target	Three months ending Nov 30, 2010	Change %
7,284,888	1,607,477	22.07%	1,183,862	35.78%

Other expenses are currently at 22.07% of target as School Generated Fund spending was slightly lower than expected.

Other expenses have increased 35.78% over last year as School Generated Funds are now recorded on a monthly basis rather than on a quarterly basis, which was last year's process.

### 2.3 Excess of Revenues over Expenses

Overall, the Division currently has a surplus of \$1,223K, which corresponds to the following blocks:

<b>Block</b>	<b>Budget 2011-12</b>	<b>Actual 2011-12</b>	<b>Actual 2010-11</b>
Instruction	(1,629,559)	1,465,946	320,399
Administration	(28,893)	(14,120)	(33,497)
Operations and Maintenance	(437,077)	191,743	353,000
Transportation	262,930	(423,365)	(536,261)
External Services	10,020	3,006	2,505
<b>Total</b>	<b>(1,822,579)</b>	<b>1,223,210</b>	<b>106,146</b>

While Instructional block currently has a surplus, it is expected to have a deficit as a large proportion of the expected supply, service and equipment purchases are made at the end of the year

The Operations and Maintenance block currently has a surplus as the expected peak in utility and snow removal costs has not yet occurred. The O&M block also does most of its project work over the summer when the schools are vacant.

The Transportation block currently has a deficit due the timing of it revenues. As the majority of its costs are incurred over 10 months and its revenues are earned over 12 months, the block is expected to be in a deficit until the summer.

The External Services surplus is restricted to a capital reserve to fund the replacement of the Parkland Village Daycare once it has been used for its useful life.

### 3. Financial Condition

The following are changes in the Statement of Financial Position at November 30, 2011. Amounts have been restated to reflect accounting treatment changes noted in section 1.6.

	<u>Nov 30,</u> <u>2011</u>	<u>Aug 31,</u> <u>2011</u>	<u>Change</u>	<u>Explanation for Change in Balance</u>
<b>Current Assets</b>				
Cash	15,588,342	14,411,352	1,176,990	Impact of current surplus
Accounts receivable	661,063	611,776	49,287	Increase in GST receivable as the Division is now performing GST returns for SGF.
Prepaid expenses	518,312	223,694	294,618	Expenses prepaid for long term agreements and Insurance, which paid at the beginning of the year
<b>Trust Assets</b>	729,904	270,582	459,322	Funds received for Student Health Initiative program.
<b>Property and equipment</b>	93,920,239	94,921,444	(1,001,205)	Amortization of assets
	<b>111,417,860</b>	<b>110,438,848</b>	<b>979,012</b>	
<b>Current Liabilities</b>				
Accounts payable and accruals	3,015,212	3,133,384	(118,172)	Payment of payroll liabilities payable at August 2011.
Deferred revenue	2,070,105	1,701,451	368,654	IMR revenue deferred for 2011-12
Deferred Capital Contributions	847,401	934,862	(87,461)	Use of capital funds for supported projects
Current portion of long-term debt	365,885	365,885	-	
<b>Unamortized Capital Allocations</b>	86,556,839	87,423,380	(866,541)	Amortization of supported assets
<b>Trust Liabilities</b>	729,904	270,582	459,322	Funds received for Student Health Initiative program.
<b>Long-term Debt</b>	343,586	343,587	(1)	
<b>Net Assets</b>				
Investment in property and equipment	6,653,921	6,788,590	(134,669)	Amortization of unsupported assets
Unrestricted	943,768	943,769	(1)	
Restricted - Operating	6,325,175	5,121,015	1,204,160	Surplus of revenues over expenses allocated to blocks.
Restricted - Capital	3,566,063	3,412,343	153,720	Amortization and gain on sale of unsupported assets added back to capital reserves.
	<b>111,417,860</b>	<b>110,438,848</b>	<b>979,012</b>	

#### 4. Accumulated Operating Surplus

Block	Reserves at Sept 1, 2011	Nov 30, 2011 Surplus (Deficit)	Impact of Reserve Movements	Reserves at Nov 30, 2011
Instruction - Schools	3,330,579	-		3,330,579
Instruction - Other	1,215,134	1,465,946		2,681,080
Administration	311,703	(14,120)		297,583
Operations and Maintenance	489,163	191,743	(16,045)	664,861
Transportation	(225,564)	(423,365)		(648,929)
External Services	-	3,006	(3,006)	-
<b>Total Operating Reserves</b>	<b>5,121,015</b>	<b>1,223,210</b>	<b>(19,051)</b>	<b>6,325,173</b>
Unrestricted Reserves	943,768	-	-	943,768
<b>Accumulated Operating Surplus</b>	<b>6,064,783</b>	<b>1,223,210</b>	<b>(19,051)</b>	<b>7,268,942</b>

#### 5. IMR projects 2011-12

SCHOOL	JOB DESCRIPTION	BUDGET TOTAL	PROJECT TOTAL	REMAINING
Blueberry	Install carpet in rooms 138,151,152,154,155,157,144	8,500	8,209	291
Blueberry	Replace skylight in room 120	2,000		2,000
Blueberry	Install HC door openers at EO1	6,500	4,613	1,887
Blueberry	Install acoustic panels in gym rm 149	7,500		7,500
Blueberry	Partial Roof Replacement	65,689		65,689
Brookwood	Install HC door openers at EO1	3,000	2,322	678
Broxton	Install carpet in rm 124	2,500	2,510	-
Duffield	Install carpet in room 137	5,800		5,800
Forest Green	Install windows in front doors.	2,500		2,500
Graminia	Install carpet in main offices and music room	21,000	6,553	14,447
Graminia	Upgrade security system to glass breaks and strobes	11,000		11,000
High Park	Re-roof over hallway 104 and EO1	110,000	1,590	108,410
Keephills	Partial Roof Replacement	24,000		24,000
Meridian	Upgrade security system to glass breaks and strobes	11,000		11,000
Millgrove	Install acoustic panels in gym rm 144	26,700		26,700
Muir Lake	Re-roof over hallway H104	70,000	19,516	50,484
Muir Lake	Replace north extreior wall H104	6,000		6,000
Muir Lake	Replace evetroughs on the east side of school	25,000	2,738	22,262
Parkland Village	Upgrade security system to glass breaks and strobes	6,500		6,500
Seba Beach	Partial Roof Replacement	44,182		44,182
Seba Beach	Install carpet in room 110	3,700		3,700
SGCHS	Replace hot water tank rm 203	3,000		3,000
SPC	Install carpet in rms 107,108,130,132,133,134	10,500		10,500
SPC	Install drinking fountain in H103	2,000		2,000
Tomahawk	Partial Roof Replacement	128,177		128,177
Tomahawk	Install flooring in H102	27,000	19,782	7,218
Tomahawk	Upgrade sewer system	16,725		16,725
Wabamun	Partial Roof Replacement	58,500		58,500
Wabamun	Install carpet in rooms 110,111,112,113	4,500	3,983	517
Woodhaven	Fire alarm replacement	95,000	5,639	89,361
Woodhaven	Upgrade security system to glass breaks and strobes	11,000		11,000
<b>Total Outstanding IMR Projects 2011-2012</b>		<b>819,473</b>	<b>77,454</b>	<b>742,029</b>

Year to Date IMR Expense at Nov 30, 2011	(57,079)
IMR Carryover at September 1, 2011	162,503
IMR Allocation 2011-2012	1,543,598
<b>Remaining 2011-12</b>	<b>1,649,022</b>
Outstanding Projects	(742,029)
<b>Contingency</b>	<b>906,993</b>