

**BUDGET  
REPORT  
FOR THE YEAR ENDING AUGUST 31, 2017**




[School Act, Sections 147(2)(b) and 276]

**The Southern Francophone Education Region No. 4**

Legal Name of School Jurisdiction

Tel: (403)692-6480 Fax: (403) 686-2914 email: infoconseil@csud.ca

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<b>BOARD CHAIR</b>	
<u>Louis Arsenault</u> Name	 Signature
<b>SUPERINTENDENT</b>	
<u>Jacqueline Lessard</u> Name	 Signature
<b>SECRETARY TREASURER or TREASURER</b>	
<u>Jacqueline Marchand</u> Name	 Signature
<b>Certified as an accurate summary of the year's budget as approved by the Board of Trustees at its meeting held on</b> <u>June 14, 2016</u> <b>.</b> Date	

Version: 160422

c.c. Alberta Education  
c/o Robert Mah, Financial Reporting & Accountability Branch  
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	salmon cells: contain referenced juris. information - protected												
	green cells: populated based on information previously submitted												
	grey cells: data not applicable - protected												
	white cells: within text boxes REQUIRE the input of points and data.												
	yellow cells: to be completed when yellow only.												

### **HIGHLIGHTS, PLANS, ASSUMPTIONS AND RISKS SUMMARY- 2016/2017 BUDGET REPORT**

The following were presented to the Board and approved as underlying the budget. These key points and assumptions used in development of the budget take into consideration the economic environment of the jurisdiction, focus on anticipated changes from current year, and are realistic and consistent with the three year Education Plan. At a minimum, they disclose key budget assumptions, financial & business risks, and specific strategies explaining how this budget will support the jurisdiction's plans.

**Budget Highlights, Plans & Assumptions:**

- Based on projected enrolments for 2016-2017 we expect an increase of 5% relative to the current year. (fall budget update)
- We incorporated the increases in salary reflected in the certified and non-certified collective agreements as well as the grid movement within this budget.
- Starting in 2016-17, there will be an addition of two grade levels in two of our schools

**Significant Business and Financial Risks:**

- Retention of our high school students is an ongoing concern.
- Maintaining an efficient transportation system with available resources while reducing bus route times for students from 60 minutes or greater is an ongoing challenge.
- For the 2016-2017 School year, the construction of one new school continues.

**BUDGETED STATEMENT OF OPERATIONS**  
for the Year Ending August 31

	Approved Budget 2016/2017	Fall Budget Update 2015/2016	Actual 2014/2015
<b>REVENUES</b>			
Alberta Education	\$48 052 257	\$44 898 236	\$42 453 724
Other - Government of Alberta	\$408 573	\$380 402	\$367 570
Federal Government and First Nations		\$0	\$0
Other Alberta school authorities		\$0	\$48 047
Out of province authorities		\$0	\$0
Alberta Municipalities-special tax levies		\$0	\$0
Property taxes		\$0	\$0
Fees	\$349 525	\$296 655	\$575 473
Other sales and services	\$33 001	\$33 001	\$119 337
Investment income	\$185 000	\$185 000	\$233 111
Gifts and donations	\$18 000	\$18 000	\$0
Rental of facilities		\$0	\$0
Fundraising	\$512 000	\$488 000	\$363 100
Gains on disposal of capital assets		\$0	\$0
Other revenue		\$0	\$65 486
<b>TOTAL REVENUES</b>	\$49 558 356	\$46 299 294	\$44 225 848
<b>EXPENSES</b>			
Instruction - Early Childhood Services	\$2 385 907	\$2 027 049	\$2 113 794
Instruction - Grades 1-12	\$34 993 764	\$31 757 099	\$28 975 866
Plant operations & maintenance	\$5 703 878	\$4 826 058	\$5 424 742
Transportation	\$5 869 502	\$5 435 293	\$4 839 724
Administration	\$2 220 980	\$2 253 795	\$2 173 339
External Services	\$0	\$0	\$0
<b>TOTAL EXPENSES</b>	\$51 174 031	\$46 299 294	\$43 527 465
<b>ANNUAL SURPLUS (DEFICIT)</b>	(\$1 615 675)	\$0	\$698 383

**BUDGETED ALLOCATION OF EXPENSES (BY OBJECT)**  
for the Year Ending August 31

	Approved Budget 2016/2017	Fall Budget Update 2015/2016	Actual 2014/2015
<b>EXPENSES</b>			
Certificated salaries	\$22 777 550	\$20 362 224	\$18 842 841
Certificated benefits	\$4 894 038	\$4 681 387	\$4 637 773
Non-certificated salaries and wages	\$4 623 401	\$3 553 895	\$3 893 042
Non-certificated benefits	\$1 042 911	\$822 525	\$916 315
Services, contracts, and supplies	\$15 577 813	\$14 735 009	\$12 922 762
<b>Capital and debt services</b>			
Amortization of capital assets			
Supported	\$2 190 916		\$2 075 265
Unsupported	\$66 602	\$2 143 454	\$153 825
Interest on capital debt			
Supported			\$0
Unsupported		\$0	\$0
Other interest and finance charges	\$800	\$800	\$556
Losses on disposal of capital assets		\$0	\$0
Other expenses		\$0	\$85 086
<b>TOTAL EXPENSES</b>	\$51 174 031	\$46 299 294	\$43 527 465

**BUDGETED SCHEDULE OF FEE REVENUE**  
for the Year Ending August 31

	Approved Budget 2016/2017	Fall Budget Update 2015/2016	Actual 2014/2015
<b>FEES</b>			
TRANSPORTATION	\$0	\$0	\$0
BASIC INSTRUCTION SUPPLIES	\$211 525	\$196 790	\$175 166
<b>FEES TO ENHANCE BASIC INSTRUCTION</b>			
Technology user fees	\$40 000	\$0	\$0
Alternative program fees	\$0	\$0	\$0
Fees for optional courses	\$0	\$0	\$0
Activity fees	\$73 000	\$73 000	\$215 529
ECS Enhanced program fees	\$0	\$0	\$30 433
Other enhancement fees (describe)	\$0	\$0	\$0
Other enhancement fees (describe)	\$0	\$0	\$0
Other enhancement fees (describe)	\$0	\$0	\$0
Other enhancement fees (describe)	\$0	\$0	\$0
Other enhancement fees (describe)	\$0	\$0	\$0
<b>NON-CURRICULAR FEES</b>			
Extra-curricular fees	\$25 000	\$25 000	\$78 749
Non-curricular travel	\$0	\$0	\$0
Lunch supervision fees	\$0	\$0	\$0
Non-curricular supplies and materials	\$0	\$0	\$0
Other non-curricular fees (describe)*    General school fees	\$0	\$0	\$75 596
Other non-curricular fees (describe)*	\$0	\$0	\$0
Other non-curricular fees (describe)*	\$0	\$0	\$0
Other non-curricular fees (describe)*	\$0	\$0	\$0
Other non-curricular fees (describe)*	\$0	\$0	\$0
<b>TOTAL FEES</b>	\$349 525	\$294 790	\$575 473

\*PLEASE DO NOT USE "SCHOOL GENERATED FUNDS" AS A CATEGORY

Please disclose amounts paid by parents of students that are recorded as "Other sales and services" (rather than fee revenue). Note that this schedule should include only amounts collected from parents and so it may not agree with the Statement of Operations.	Approved Budget 2016/2017	Fall Budget Update 2015/2016	Actual 2014/2015
Cafeteria sales, hot lunch, milk programs	\$0	\$0	\$0
Special events	\$0	\$0	\$0
Sales or rentals of other supplies/services	\$0	\$0	\$0
Out of district student revenue	\$0	\$0	\$0
International and out of province student revenue	\$0	\$0	\$0
Adult education revenue	\$0	\$0	\$0
Preschool	\$0	\$0	\$0
Child care & before and after school care	\$0	\$0	\$0
Lost item replacement fees	\$0	\$0	\$0
Other (describe)	\$0	\$0	\$0
Other (describe)	\$0	\$0	\$0
Other (describe)	\$0	\$0	\$0
Other (describe)	\$0	\$0	\$0
Other (describe)	\$0	\$0	\$0
<b>TOTAL</b>	\$0	\$0	\$0

**PROJECTED SCHEDULE OF CHANGES IN ACCUMULATED OPERATING SURPLUS (SUMMARY)**  
for the Year Ending August 31

	(1)	(2)	(3)	(4)	(5)	(6)	(7)
	ACCUMULATED OPERATING SURPLUS (2+3+4+7)	INVESTMENT IN TANGIBLE CAPITAL ASSETS	ENDOWMENTS	ACCUMULATED SURPLUS FROM OPERATIONS (5+6)	UNRESTRICTED SURPLUS	INTERNALLY RESTRICTED	
						OPERATING RESERVES	CAPITAL RESERVES
<b>Actual balances per AFS at August 31, 2015</b>	\$7 718 342	\$302 810	\$0	\$7 383 259	\$5 315 340	\$2 067 919	\$32 273
<b>2015/2016 Estimated impact to AOS for:</b>							
Prior period adjustment	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Estimated surplus(deficit)	\$200 000			\$200 000	\$200 000		
Estimated Board funded capital asset additions		\$0		\$0	\$0	\$0	\$0
Estimated Disposal of unsupported tangible capital assets	\$0	\$0		\$0	\$0		\$0
Estimated amortization of capital assets (expense)		(\$2 143 454)		\$2 143 454	\$2 143 454		
Estimated capital revenue recognized - Alberta Education		\$2 077 183		(\$2 077 183)	(\$2 077 183)		
Estimated capital revenue recognized - Other GOA		\$0		\$0	\$0		
Estimated capital revenue recognized - Other sources		\$0		\$0	\$0		
Estimated changes in Endowments	\$0		\$0	\$0	\$0		
Estimated Unsupported debt principal repayment		\$0		\$0	\$0		
Estimated reserve transfers (net)				\$0	\$0	\$0	\$0
Estimated Assumptions/Transfers of Operations (Explain)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Estimated Balances for August 31, 2016</b>	\$7 918 342	\$236 539	\$0	\$7 649 530	\$5 581 611	\$2 067 919	\$32 273
<b>2016/2017 Budget projections for:</b>							
Budgeted surplus(deficit)	(\$1 615 675)			(\$1 615 675)	(\$1 615 675)		
Projected Board funded capital asset additions		\$0		\$0	\$0	\$0	\$0
Budgeted Disposal of unsupported tangible capital assets	\$0	\$0		\$0	\$0		\$0
Budgeted Amortization of capital assets (expense)		(\$2 257 518)		\$2 257 518	\$2 257 518		
Budgeted capital revenue recognized - Alberta Education		\$2 190 916		(\$2 190 916)	(\$2 190 916)		
Budgeted capital revenue recognized - Other GOA		\$0		\$0	\$0		
Budgeted capital revenue recognized - Other sources		\$0		\$0	\$0		
Budgeted changes in Endowments	\$0		\$0	\$0	\$0		
Budgeted Unsupported debt principal repayment		\$0		\$0	\$0		
Projected reserve transfers (net)				\$0	\$0	\$0	\$0
Projected Assumptions/Transfers of Operations (Explain)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Projected Balances for August 31, 2017</b>	\$6 302 667	\$169 937	\$0	\$6 100 457	\$4 032 538	\$2 067 919	\$32 273

**SCHEDULE OF USES FOR ACCUMULATED SURPLUSES AND RESERVES**  
for the Year Ending August 31

		Unrestricted Surplus Usage			Operating Reserves Usage			Capital Reserves Usage		
		Year Ended			Year Ended			Year Ended		
		31-Aug-2017	31-Aug-2018	31-Aug-2019	31-Aug-2017	31-Aug-2018	31-Aug-2019	31-Aug-2017	31-Aug-2018	31-Aug-2019
<b>Projected opening balance</b>		\$5 581 611	\$4 032 538	\$2 716 863	\$2 067 919	\$2 067 919	\$2 067 919	\$32 273	\$32 273	\$32 273
<b>Projected excess of revenues over expenses (surplus only)</b>	Explanation - additional space available AOS2 tab	\$0	\$0	\$0						
<b>Budgeted disposal of unsupported tangible capital assets</b>	Explanation - additional space available AOS2 tab	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Budgeted Amortization of capital assets (expense)</b>	Explanation - additional space available AOS2 tab	\$2 257 518	\$0	\$0	\$0	\$0	\$0			
<b>Budgeted capital revenue recognized</b>	Explanation - additional space available AOS2 tab	(\$2 190 916)	\$0	\$0	\$0	\$0	\$0			
<b>Budgeted changes in Endowments</b>	Explanation - additional space available AOS2 tab	\$0	\$0	\$0	\$0	\$0	\$0			
<b>Budgeted unsupported debt principal repayment</b>	Explanation - additional space available AOS2 tab	\$0	\$0	\$0	\$0	\$0	\$0			
<b>Projected reserves transfers (net)</b>	Explanation - additional space available AOS2 tab	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Projected assumptions/transfers of operations</b>	Explanation - additional space available AOS2 tab	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Increase in (use of) school generated funds</b>	Explanation - additional space available AOS2 tab	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>New school start-up costs</b>	Explanation - additional space available AOS2 tab	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Decentralized school reserves</b>	Explanation - additional space available AOS2 tab	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Non-recurring certificated remuneration</b>	2 consultants	(\$242 000)	(\$242 000)	(\$242 000)	\$0	\$0	\$0			
<b>Non-recurring non-certificated remuneration</b>	4 specialists	(\$393 630)	(\$393 630)	(\$393 630)	\$0	\$0	\$0			
<b>Non-recurring contracts, supplies &amp; services</b>	see AOS3	(\$980 045)	(\$680 045)	(\$680 045)	\$0	\$0	\$0			
<b>Professional development, training &amp; support</b>	Explanation - additional space available AOS2 tab	\$0	\$0	\$0	\$0	\$0	\$0			
<b>Salary negotiations</b>	Explanation - additional space available AOS2 tab	\$0	\$0	\$0	\$0	\$0	\$0			
<b>Full-day kindergarten</b>	Explanation - additional space available AOS2 tab	\$0	\$0	\$0	\$0	\$0	\$0			
<b>English language learners</b>	Explanation - additional space available AOS2 tab	\$0	\$0	\$0	\$0	\$0	\$0			
<b>First nations, Metis, Inuit</b>	Explanation - additional space available AOS2 tab	\$0	\$0	\$0	\$0	\$0	\$0			
<b>OH&amp;S / wellness programs</b>	Explanation - additional space available AOS2 tab	\$0	\$0	\$0	\$0	\$0	\$0			
<b>B &amp; S Administration organization / reorganization</b>	Explanation - additional space available AOS2 tab	\$0	\$0	\$0	\$0	\$0	\$0			
<b>Debt repayment</b>	Explanation - additional space available AOS2 tab	\$0	\$0	\$0	\$0	\$0	\$0			
<b>Flood related costs (unfunded)</b>	Explanation - additional space available AOS2 tab	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Non-salary related programming costs (explain)</b>	Explanation - additional space available AOS2 tab	\$0	\$0	\$0	\$0	\$0	\$0			
<b>Repairs &amp; maintenance - School building &amp; land</b>	Explanation - additional space available AOS2 tab	\$0	\$0	\$0	\$0	\$0	\$0			
<b>Repairs &amp; maintenance - Technology</b>	Explanation - additional space available AOS2 tab	\$0	\$0	\$0	\$0	\$0	\$0			
<b>Repairs &amp; maintenance - Vehicle &amp; transportation</b>	Explanation - additional space available AOS2 tab	\$0	\$0	\$0	\$0	\$0	\$0			
<b>Repairs &amp; maintenance - Administration building</b>	Explanation - additional space available AOS2 tab	\$0	\$0	\$0	\$0	\$0	\$0			
<b>Repairs &amp; maintenance - POM building &amp; equipment</b>	Explanation - additional space available AOS2 tab	\$0	\$0	\$0	\$0	\$0	\$0			
<b>Repairs &amp; maintenance - Other (explain)</b>	Explanation - additional space available AOS2 tab	\$0	\$0	\$0	\$0	\$0	\$0			
<b>Capital costs - School land &amp; building</b>	Explanation - additional space available AOS2 tab	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Capital costs - School modernization</b>	Explanation - additional space available AOS2 tab	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Capital costs - School modular &amp; additions</b>	Explanation - additional space available AOS2 tab	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Capital costs - School building partnership projects</b>	Explanation - additional space available AOS2 tab	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Capital costs - Technology</b>	Explanation - additional space available AOS2 tab	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Capital costs - Vehicle &amp; transportation</b>	Explanation - additional space available AOS2 tab	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Capital costs - Administration building</b>	Explanation - additional space available AOS2 tab	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Capital costs - POM building &amp; equipment</b>	Explanation - additional space available AOS2 tab	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Capital costs - Other</b>	Explanation - additional space available AOS2 tab	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Building leases</b>	Explanation - additional space available AOS2 tab	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other 1 - please use this row only if no other row is appropriate	Explanation - additional space available AOS2 tab	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other 2 - please use this row only if no other row is appropriate	Explanation - additional space available AOS2 tab	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other 3 - please use this row only if no other row is appropriate	Explanation - additional space available AOS2 tab	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other 4 - please use this row only if no other row is appropriate	Explanation - additional space available AOS2 tab	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Estimated closing balance for operating contingency</b>		\$4 032 538	\$2 716 863	\$1 401 188	\$2 067 919	\$2 067 919	\$2 067 919	\$32 273	\$32 273	\$32 273

Total surplus as a percentage of 2017 Expenses 11,98% 9,41% 6,84%  
ASO as a percentage of 2017 Expenses 11,92% 9,35% 6,78%

**ANTICIPATED CHANGES IN ACCUMULATED OPERATING SURPLUS (SUPPLEMENTARY DETAIL)  
for the Year Ending August 31**

The following provides further explanation of the anticipated changes to each component of AOS for the 2015/2016, 2016/2017, 2017/2018, and 2018/2019 years as outlined on pages 5 and 6. Please provide information on the acquisition of significant unsupported capital, non-recurring project expenditures, and intended use of funds as at August 31, 2019. Note that unrestricted surplus, operating reserves, and/or capital reserves should include the jurisdiction's contingency for unexpected or emergent issues.

**Additional detail on uses of Accumulated Operating Surplus:**

**2015/2016**

Provide an explanation of material changes from the budget originally submitted in the spring of 2015 for annual operating surplus (deficit), capital acquisitions, endowments, and/or other changes affecting unrestricted surplus, operating reserves, and capital reserves.

**2016/2017**

Please provide additional detail regarding uses of Unrestricted Surplus, Operating Reserves, and Capital Reserves not described on pages 5 and 6.

Services contracts & supplies:	
Related to non-recurring consultants: Travel, training, materials	106,375
Related to non-recurring specialists: Travel and training	58,000
FCT/EPT equipment	200,000
10 Community liaison agents	315,670
Transportation funding (5 bus routes, transportation for new options courses, carbon tax)	<u>300,000</u>
	<u>980,045</u>

**ANTICIPATED CHANGES IN ACCUMULATED OPERATING SURPLUS (SUPPLEMENTARY DETAIL)  
for the Year Ending August 31**

The following provides further explanation of the anticipated changes to each component of AOS for the 2015/2016, 2016/2017, 2017/2018, and 2018/2019 years as outlined on pages 5 and 6. Please provide information on the acquisition of significant unsupported capital, non-recurring project expenditures, and intended use of funds as at August 31, 2019. Note that unrestricted surplus, operating reserves, and/or capital reserves should include the jurisdiction's contingency for unexpected or emergent issues.

**Additional detail on uses of Accumulated Operating Surplus:**

**2017/2018**

Please provide additional detail regarding uses of Unrestricted Surplus, Operating Reserves, and Capital Reserves not described on pages 5 and 6.

Services contracts & supplies:

Related to non-recurring consultants: Travel, training, materials	106,375
Related to non-recurring specialists: Travel and training	58,000
FCT/EPT equipment	200,000
10 Community liaison agents	<u>315,670</u>
	<u>680,045</u>

**2018/2019**

Please provide additional detail regarding uses of Unrestricted Surplus, Operating Reserves, and Capital Reserves not described on pages 5 and 6.

Services contracts & supplies:

Related to non-recurring consultants: Travel, training, materials	106,375
Related to non-recurring specialists: Travel and training	58,000
FCT/EPT equipment	200,000
10 Community liaison agents	<u>315,670</u>
	<u>680,045</u>

**August 31, 2019**

Describe the jurisdiction's intended use of unrestricted surplus, operating reserves, and capital reserves balances expected as at August 31, 2019.



**PROJECTED STUDENT STATISTICS  
FULL TIME EQUIVALENT (FTE) ENROLLED STUDENTS**

	Budgeted 2016/2017 (Note 2)	Actual 2015/2016	Actual 2014/2015	Notes
<b>GRADES 1 TO 12</b>				
<b>Eligible Funded Students:</b>				
Grades 1 to 9	2 710	2 474	2 242	Head count
Grades 10 to 12	256	225	186	Note 3
Total	2 966	2 699	2 428	Grades 1-12 students eligible for base instruction funding from Alberta Education.
Percentage Change	9,9%	11,2%		
<b>Other Students:</b>				
Total	-	-	-	Note 4
<b>Total Net Enrolled Students</b>				
	2 966	2 699	2 428	
<b>Home Ed and Blended Program Students</b>	6	6	4	Note 5
<b>Total Enrolled Students, Grades 1-12</b>	2 972	2 705	2 432	
Percentage Change	9,9%	11,2%		
<b>Of the Eligible Funded Students:</b>				
Students with Severe Disabilities	36	36	37	FTE of students with severe disabilities as reported by the board via PASI.
Students with Mild/Moderate Disabilities	-	-	-	FTE of students identified with mild/moderate disabilities as reported by the board via PASI.

**EARLY CHILDHOOD SERVICES (ECS)**

<b>Eligible Funded Children</b>	523	571	540	ECS children eligible for ECS base instruction funding from Alberta Education.
<b>Other Children</b>	-	-	-	ECS children not eligible for ECS base instruction funding from Alberta Education.
<b>Total Enrolled Children - ECS</b>	523	571	540	
<b>Program Hours</b>	950	950	950	Minimum: 475 Hours
<b>FTE Ratio</b>	1,000	1,000	1,000	Actual hours divided by 950
<b>FTE's Enrolled, ECS</b>	523	571	540	
Percentage Change	-8,4%	5,7%		
<b>Of the Eligible Funded Children:</b>				
Students with Severe Disabilities	18	18	20	FTE of students with severe disabilities as reported by the board via PASI.
Students with Mild/Moderate Disabilities	-	-	-	FTE of students identified with mild/moderate disabilities as reported by the board via PASI.

**NOTES:**

- Enrolment is to be completed WHEREVER APPLICABLE and are 'as at September 30th' for each year.
- Budgeted enrolment is to be based on best information available at time of the 2016/2017 budget report preparation.
- The # of FTE grade 10-12 students is determined by taking the total # of students' credits / 35; where 35 CEU's = 1 FTE.
- Other Grade 1-12 students that are not eligible for base instruction funding from Alberta Education include First Nations students living on reserves for which tuition fee payments are made from Band or AANDC (Code 330), students younger than 5 1/2 or older than 20, and out-of-province and foreign students.
- Because they are funded separately, Home Education students are not included with total net enrolled students. In the blended program, funding per student is pro-rated on the percentage of the student's program which is taken at school and at home; home education students are assigned a weighting of 0.25 FTE for base funding.

**PROJECTED STAFFING STATISTICS  
FULL TIME EQUIVALENT (FTE) PERSONNEL**

	Budgeted 2016/2017	Actual 2015/2016	Fall Budget 2015/2016	Actual 2014/2015	Notes
<b>CERTIFICATED STAFF</b>					
School Based	227,3	218,8	212,7	198,5	Teacher certification required for performing functions at the school level.
Non-School Based	11,0	9,0	9,0	7,0	Teacher certification required for performing functions at the system/central office level.
Total Certificated Staff FTE	238,3	227,8	221,7	205,5	FTE for personnel possessing a valid Alberta teaching certificate or equivalency.
Percentage change from prior period	4,6%	10,8%	7,5%	7,9%	
If an average standard cost is used, please disclose rate:					
Student F.T.E. per certificated Staff	14,7	14,4		14,5	
<b>Certificated Staffing Change due to:</b>					
Enrolment Change	10,5	6,1	16,2		If negative change impact, the small class size initiative is to include any/all teachers retained.
Small Class Size Initiative	-	-	-		If enrolment change impact on teacher FTEs is negative, include any/all teachers retained.
Other Factors	-	-	-		Descriptor (required):
Total Change	10,5	6,1	16,2		Year-over-year change in Certificated FTE
<b>Breakdown, where total change is Negative:</b>					
Continuous contracts terminated					FTEs
Non-permanent contracts not being renewed	-	-	-		FTEs
Other (retirement, attrition, etc.)	-	-	-		Descriptor (required):
Total Negative Change in Certificated FTEs	-	-	-		Breakdown required where year-over-year total change in Certificated FTE is 'negative' only.
<b>NON-CERTIFICATED STAFF</b>					
Instructional	84,7	81,7	78,0	75,0	Personnel providing instruction support for schools under 'Instruction' program areas.
Plant Operations & Maintenance	5,5	3,5	3,5	3,5	Personnel providing support to maintain school facilities
Transportation	2,4	2,4	2,4	2,4	Personnel providing direct support to the transportation of students to and from school
Other	13,1	13,1	12,1	11,1	Personnel in Board & System Admin. and External service areas.
Total Non-Certificated Staff FTE	105,7	100,7	96,0	92,0	FTE for personnel not possessing a valid Alberta teaching certificate or equivalency.
Percentage Change	5,0%	9,4%	10,1%	4,3%	
<b>Explanation of Changes:</b>					
<b>Additional Information</b>					
Are non-certificated staff subject to a collective agreement?	<input type="checkbox"/> Yes				
Please provide terms of contract for 2015/16 and future years for non-certificated staff subject to a collective agreement along with the number of qualifying staff FTE's.					