

# BUDGET REPORT

## FOR THE YEAR ENDING AUGUST 31, 2011

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

**Westmount Charter School Society**

Legal Name of School Jurisdiction

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Telephone and Fax Numbers

<b>BOARD CHAIR</b>	
L. A. Westwood Name	Signature
<b>SUPERINTENDENT</b>	
J. R. Frank Name	Signature
<b>SECRETARY TREASURER</b>	
M. A. O'Hara Name	Signature
<p>Certified a true and correct summary of the year's budget approved by the Board of Trustees at its meeting held <b>November 17, 2010</b> .</p>	

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Color coded cells:

	blue cells: require the input of data/descriptors wherever applicable.		Grey cells: data not applicable - protected
	salmon cells: contain referenced juris. information - protected		white cells: within text boxes REQUIRE the input of points and data.

### HIGHLIGHTS, PLANS, ASSUMPTIONS AND RISKS SUMMARY- 2010/2011 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 & Assumptions:**

- small deficit is projected, essentially a balanced budget
- increase in student enrolment of ~4%
- large increase in numbers of ESL students due to changes in demographics and improved identification practices. Budget incorporates additional resources directed towards English Language Learners
- number of certificated staff is consistent with prior years
- number of non-certificated staff has increased by 1.6 FTE to provide additional support at the classroom, school office and board office levels
- salary increases of 2.92% for all staff, not including grid increments
- no changes to instructional or transportation fees
- a small provision has been made for donation revenue
- budget includes additional technology expenditures in support of a 1:1 laptop initiative for students in grades 6 through 12. This initiative will be fully implemented by 2013.

#### **Significant Business and Financial Risks:**

- overall, salary & benefit increases exceed funding provided due to grid movement and freeze of non-basic grants
- one security monitor position was eliminated as a cost-cutting measure
- Westmount serves a congregated population of students with identified special needs, many of whom have dual exceptionalities. Providing appropriate levels of supports for these students has been a challenge, particularly given the zero percent increases in severe disabilities funding for the second consecutive year and the uncertainty around "Setting the Direction".
- providing transportation services continues to be a challenge as students are widely distributed throughout a large geographic area. Students have long ride times and the additional cost borne by parents is significant.
- we continue to anticipate a move from Viscount Bennett Centre, possibly within a year or two. At this time, a suitable alternate facility has not been identified. There will be costs associated with any move; the full impact of which cannot be measured until an alternative site(s) is determined.

**BUDGETED STATEMENT OF REVENUES AND EXPENSES**  
for the Year Ending August 31

	Approved Budget 2010/2011	Final Approved Budget 2009/2010	Actual 2008/2009
<b>REVENUES</b>			
Government of Alberta	\$11,510,729	\$10,604,052	\$10,511,963
Federal Government and/or First Nations	\$0	\$0	\$0
Other Alberta school authorities	\$0	\$0	\$0
Out of province authorities	\$0	\$0	\$0
Alberta Municipalities-special tax levies	\$0	\$0	\$0
Instruction resource fees	\$307,015	\$263,848	\$325,710
Transportation fees	\$313,500	\$313,500	\$258,693
Other sales and services	\$52,766	\$41,782	\$39,764
Investment income	\$15,000	\$15,000	\$31,823
Gifts and donations	\$10,000	\$10,000	\$87,921
Rentals of facilities	\$3,000	\$3,000	\$3,000
School generated funds	\$433,723	\$361,060	\$420,770
Gains on disposal of capital assets	\$0	\$0	\$0
Amortization of capital allocations	\$0	\$0	\$0
Other revenue	\$0	\$0	\$1,597
<b>TOTAL REVENUES</b>	\$12,645,733	\$11,612,242	\$11,681,241
<b>EXPENSES</b>			
Certificated salaries	\$5,941,186	\$5,589,026	\$4,976,122
Certificated benefits	\$555,330	\$546,886	\$481,628
Non-certificated salaries and wages	\$1,380,917	\$1,206,082	\$1,052,265
Non-certificated benefits	\$177,677	\$176,323	\$162,364
Services, contracts and supplies	\$4,166,305	\$4,006,787	\$4,378,732
School generated funds	\$433,723	\$361,060	\$420,770
Capital and debt services			
Amortization of capital assets			
supported	\$0	\$0	\$0
unsupported	\$0	\$0	\$0
Interest on capital debt			
supported	\$0	\$0	\$0
unsupported	\$0	\$0	\$0
Other interest charges	\$0	\$0	\$0
Losses on disposal of capital assets	\$0	\$0	\$0
Other expense	\$0	\$0	\$0
<b>TOTAL EXPENSES</b>	\$12,655,138	\$11,886,164	\$11,471,881
<b>EXCESS (DEFICIENCY) OF REVENUES OVER EXPENSES</b>	(\$9,405)	(\$273,922)	\$209,360

**BUDGETED ALLOCATION OF REVENUES AND EXPENSES (BY PROGRAM)**  
for the Year Ending August 31

	Approved Budget 2010/2011	Final Approved Budget 2009/2010	Actual 2008/2009
<b>REVENUES</b>			
ECS - Grade 12 Instruction	\$9,084,555	\$8,205,815	\$8,228,752
Operations & Maintenance of Schools and Maintenance Shops	\$1,965,845	\$1,927,980	\$1,840,065
Transportation	\$907,904	\$885,276	\$831,905
Board & System Administration	\$634,663	\$593,171	\$740,755
External Services	\$52,766	\$0	\$39,764
<b>TOTAL REVENUES</b>	\$12,645,733	\$11,612,242	\$11,681,241
<b>EXPENSES</b>			
ECS - Grade 12 Instruction	\$9,047,617	\$8,486,152	\$8,086,575
Operations & Maintenance of Schools and Maintenance Shops	\$1,965,845	\$1,927,980	\$1,907,499
Transportation	\$907,904	\$885,276	\$828,427
Board & System Administration	\$681,006	\$586,756	\$609,616
External Services	\$52,766	\$0	\$39,764
<b>TOTAL EXPENSES</b>	\$12,655,138	\$11,886,164	\$11,471,881

**PROJECTED STATEMENT OF CHANGES IN NET ASSETS (SUMMARY)  
FOR THE YEAR ENDING AUGUST 31**

	(1)	(2)	(3)	(4)	(5)	(6)
	TOTAL NET ASSETS (2+3+6)	INVESTMENT IN CAPITAL ASSETS	ACCUMULATED OPERATING SURPLUS (4+5)	UNRESTRICTED NET ASSETS	INTERNALLY RESTRICTED NET ASSETS	
					OPERATING RESERVES	CAPITAL RESERVES
<b>Actual balances per AFS at August 31, 2009</b>	\$1,190,758		\$1,190,758	\$864,853	\$325,905	\$0
<b>2009/2010 Estimated impact to net assets for:</b>						
Estimated surplus(deficit)	(\$31,808)			(\$31,808)		
Estimated Board funded capital asset additions		\$0		\$0	\$0	\$0
Estimated Amortization of capital assets (expense)		\$0		\$0		
Estimated Amortization of capital allocations (revenue)		\$0		\$0		
Estimated Unsupported debt principal repayment		\$0		\$0		
Estimated reserve transfers (net)				\$143,956	(\$143,956)	\$0
Estimated Assumptions/Transfers of Operations	\$0	\$0	\$0	\$0	\$0	\$0
<b>Estimated Balances for August 31, 2010</b>	\$1,158,950	\$0	\$1,158,950	\$977,001	\$181,949	\$0
<b>2010/2011 Budget Projections for:</b>						
Budgeted surplus(deficit)	(\$9,405)			(\$9,405)		
Projected Board funded capital asset additions		\$0		\$0	\$0	\$0
Budgeted Amortization of capital assets (expense)		\$0		\$0		
Budgeted Amortization of capital allocations (revenue)		\$0		\$0		
Budgeted Unsupported debt principal repayment		\$0		\$0		
Projected reserve transfers (net)				\$0	\$0	\$0
Projected Assumptions/Transfers of Operations	\$0	\$0	\$0	\$0	\$0	\$0
<b>Projected Balances for August 31, 2011</b>	\$1,149,545	\$0	\$1,149,545	\$967,596	\$181,949	\$0

**ANTICIPATED CHANGES IN NET ASSETS SUMMARY - 2010/2011 BUDGET REPORT**

The following explains the anticipated changes to Unrestricted Net Assets, Investment in Capital Assets, Operating Reserves and Capital Reserves for 2009/2010 and 2010/2011 and breaks down the planned additions to unsupported capital.

Changes to Net Assets in 2009/10 are based upon actual results. Operating reserves were used to support several school initiatives at the high school level.

A small deficit is budgeted for 2010/11

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

	Budgeted 2010/2011 (Note 2)	Actual 2009/2010	Actual 2008/2009	Notes
<b>GRADES 1 TO 12</b>				
<b>Eligible Funded Students:</b>				
Grades 1 to 9	831	786	771	Head count
Grades 10 to 12	238	246	219	Note 3
<b>Total</b>	1,069	1,032	990	Grades 1-12 students eligible for base instruction funding from Alberta Education.
<b>Other Students:</b>				
<b>Total</b>	-	-	-	Note 4
<b>Total Net Enrolled Students</b>	1,069	1,032	990	
<b>Home Ed and Blended Program Students</b>	-	-	-	Note 5
<b>Total Enrolled Students, Grades 1-12</b>	1,069	1,032	990	
<b>Of the Eligible Funded Students:</b>				
Severely Disabled Students served	30	34	27	Total eligible funded severely disabled student FTEs; including Code 40s (excluding Code 47s).
<b>EARLY CHILDHOOD SERVICES (ECS)</b>				
<b>Eligible Funded Children</b>	69	61	66	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>	69	61	66	
<b>Program Hours</b>	487	487	487	Minimum: 475 Hours
<b>FTE Ratio</b>	0.513	0.513	0.513	Actual hours divided by 950
<b>FTE's Enrolled, ECS</b>	35	31	34	
<b>Of the Eligible Funded Children:</b>				
Severely Disabled Children served	-	-	2	Total eligible funded severely disabled children FTEs, including Code 40 children in program unit
<b>NOTES:</b>				
1 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 this 2010/2011 budget report preparation.				
3 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 INAC (Code 330), students younger than 5 1/2 or older than 19, 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 2010/2011	Actual 2009/2010	Actual 2008/2009	Notes
<b>CERTIFICATED STAFF</b>				
School Based	69.9	70.3	66.1	Teacher certification required for performing functions at the school level.
Non-School Based	0.6	0.6	0.6	Teacher certification required for performing functions at the system/central office level.
Total Certificated Staff FTE	70.5	70.9	66.7	FTE for personnel possessing a valid Alberta teaching certificate or equivalency.
<b>Certificated Staffing Change due to:</b>				
Enrolment Change		3.4	2.9	If negative change impact, the small class size initiative is to include any/all teachers retained.
Other Factors	(0.4)	0.8	1.0	Descriptor (required): Maternity Leave, Sick Leave, Changes in Part Time Assignments
Total Change	(0.4)	4.2	3.9	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.)	(0.4)	-	-	Descriptor (required): Maternity Leave, Sick Leave, Changes in Part Time Assignments
Total Negative Change in Certificated FTEs	(0.4)	-	-	Breakdown required where year-over-year total change in Certificated FTE is 'negative' only.
<b>NON-CERTIFICATED STAFF</b>				
Instructional	22.2	21.4	21.0	Personnel providing instruction support for schools under 'Instruction' program areas.
Non-Instructional	5.8	5.0	4.5	Personnel in Transportation, Board & System Admin., O&M and External service areas.
Total Non-Certificated Staff FTE	28.0	26.4	25.5	FTE for personnel not possessing a valid Alberta teaching certificate or equivalency.
<b>Non-Certificated Staffing Change due to:</b>				
Enrolment Change	1.0	0.9	5.7	FTEs
Other Factors	0.6	-	0.3	Descriptor (required): Meet Changing Requirements of the School
Total Change	1.6	0.9	6.0	Year-over-year change in Non-Certificated FTE