

# BUDGET REPORT

## FOR THE YEAR ENDING AUGUST 31, 2009

[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 CHAIRMAN</b>	
<u>Ms. Judy Hoad</u> <b>Name</b>	 <b>Signature</b>
<b>SUPERINTENDENT</b>	
<u>Mr. Merv Kurtz</u> <b>Name</b>	 <b>Signature</b>
<b>SECRETARY TREASURER</b>	
<u>Ms. Megan O'Hara</u> <b>Name</b>	 <b>Signature</b>
<p><b>Certified a true and correct summary of the year's budget approved by the Board of Trustees at its meeting held <u>June 16, 2008</u> .</b></p>	

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Color coded cells:

blue cells: require the input of data/descriptors wherever applicable.  
 salmon cells: contain referenced juris. information - protected

Grey cells: data not applicable - protected  
 white cells: within text boxes REQUIRE the input of points and data.

**HIGHLIGHTS, PLANS, ASSUMPTIONS AND RISKS SUMMARY- 2008/2009 BUDGET REPORT**

Following are bulleted points 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:**

- budgeted revenue of \$10.47 million with a small surplus of \$28K
- projecting conservative enrolment growth of 3%; may be higher
- increase of 2.3 FTE certificated staff
- increase of 6.1 FTE uncertificated staff
- salaries for teaching and support staff are increased by 4.53% over 2007/08

**Significant Business and Financial Risks:**

- present shared building is overcrowded with inadequate facilities. The physical condition of the building is deteriorating and there are safety and security concerns with the shared facility
- provision of transportation services remains a challenge with steeply increased costs for fuel and driver wages. Fee for bus service remains very high.
- attracting and retaining additional students at the high school level remains a priority

**Specific Strategies to Reduce Class Size Averages:**

(If your jurisdiction has not met the ACOL guidelines at a particular grade grouping, what does this budget contain to address this circumstance?)

ACOL Grade Grouping                      Met / Not Met                      Specific class size average reduction strategies

K to 3:

4 to 6:

7 to 9:

10 to 12:

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

	<b>Approved Budget 2008/2009</b>	<b>Final Approved Budget 2007/2008</b>	<b>Actual 2006/2007</b>
<b>REVENUES</b>			
Government of Alberta	\$9,626,585	\$8,723,314	\$7,981,014
Federal Government and/or First Nations	\$0	\$0	\$3,360
Other Alberta school authorities	\$0	\$0	\$24,131
Out of province authorities	\$0	\$0	\$0
Alberta Municipalities-special tax levies	\$0	\$0	\$0
Instruction resource fees	\$241,743	\$233,189	\$246,409
Transportation fees	\$288,300	\$286,625	\$261,627
Other sales and services	\$39,867	\$28,836	\$55,068
Investment income	\$12,000	\$8,000	\$14,482
Gifts and donations	\$0	\$0	\$170,833
Rentals of facilities	\$3,000	\$3,000	\$3,000
Net school generated funds	\$260,440	\$160,345	\$329,838
Gains on disposal of capital assets	\$0	\$0	\$0
Amortization of capital allocations	\$0	\$0	\$0
<b>TOTAL REVENUES</b>	<b>\$10,471,935</b>	<b>\$9,443,309</b>	<b>\$9,089,762</b>
<b>EXPENSES</b>			
Certificated salaries	\$4,847,884	\$4,447,797	\$3,857,043
Certificated benefits	\$540,193	\$456,797	\$360,664
Non-certificated salaries and wages	\$1,057,286	\$752,280	\$687,130
Non-certificated benefits	\$159,644	\$106,371	\$96,841
Services, contracts and supplies	\$3,578,595	\$3,504,501	\$3,350,194
Net school generated funds	\$260,440	\$160,345	\$329,838
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
<b>TOTAL EXPENSES</b>	<b>\$10,444,042</b>	<b>\$9,428,091</b>	<b>\$8,681,710</b>
<b>EXCESS (DEFICIENCY) OF REVENUES OVER EXPENSES</b>	<b>\$27,893</b>	<b>\$15,218</b>	<b>\$408,052</b>

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

	<b>Approved Budget 2008/2009</b>	<b>Final Approved Budget 2007/2008</b>	<b>Actual 2006/2007</b>
<b>REVENUES</b>			
ECS - Grade 12 Instruction	\$7,187,870	\$6,601,136	\$6,398,516
Operations & Maintenance of Schools and Maintenance Shops	\$1,825,175	\$1,759,779	\$1,653,903
Transportation	\$813,039	\$780,979	\$673,526
Board & System Administration	\$645,851	\$301,415	\$308,749
External Services	\$0	\$0	\$55,068
<b>TOTAL REVENUES</b>	<b>\$10,471,935</b>	<b>\$9,443,309</b>	<b>\$9,089,762</b>
<b>EXPENSES</b>			
ECS - Grade 12 Instruction	\$7,276,011	\$6,415,470	\$5,846,764
Operations & Maintenance of Schools and Maintenance Shops	\$1,825,175	\$1,759,779	\$1,666,388
Transportation	\$813,039	\$780,979	\$673,526
Board & System Administration	\$529,817	\$471,863	\$439,964
External Services	\$0	\$0	\$55,068
<b>TOTAL EXPENSES</b>	<b>\$10,444,042</b>	<b>\$9,428,091</b>	<b>\$8,681,710</b>

**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, 2007</b>	\$607,543	\$0	\$607,543	\$607,543		\$0
<b>2007/2008 Estimated impact to net assets for:</b>						
Estimated surplus(deficit)	\$40,000			\$40,000		
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 Net reserve transfers				\$0	\$0	\$0
Estimated Assumptions/Transfers of Operations	\$0	\$0	\$0	\$0	\$0	\$0
<b>Estimated Balances for August 31, 2008</b>	\$647,543	\$0	\$647,543	\$647,543	\$0	\$0
<b>2008/2009 Budget Projections for:</b>						
Budgeted surplus(deficit)	\$27,893			\$27,893		
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 Net reserve transfers				\$0	\$0	\$0
Projected Assumptions/Transfers of Operations	\$0	\$0	\$0	\$0	\$0	\$0
<b>Projected Balances for August 31, 2009</b>	\$675,436	\$0	\$675,436	\$675,436	\$0	\$0

**ANTICIPATED CHANGES IN NET ASSETS SUMMARY- 2008/2009 BUDGET REPORT**

Following are bulleted points explaining the anticipated changes to Unrestricted Net Assets, Investment in Capital Assets, Operating Reserves and Capital Reserves for 2007/2008 and 2008/2009 and breaking down the planned additions to unsupported capital.

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

	Budgeted 2008/2009 (Note 2)	Actual 2007/2008	Actual 2006/2007	Notes
<b>GRADES 1 TO 12</b>				
<b>Eligible Funded Students:</b>				
Grades 1 to 9	735	730	738	Head count
Grades 10 to 12	210	190	158	Note 3
Total	945	920	896	Grades 1-12 students eligible for base instruction funding from Alberta Education.
<b>Other Students:</b>				
Total		-	-	Note 4
<b>Total Net Enrolled Students</b>	945	920	896	
<b>Home Ed and Blended Program Students</b>	-	-	-	Note 5
<b>Total Enrolled Students, Grades 1-12</b>	945	920	896	
<b>Of the Eligible Funded Students:</b>				
Severely Disabled Students served	24	19	11	Total eligible funded severely disabled student FTEs; including Code 40s (excluding Code 47s).

**EARLY CHILDHOOD SERVICES (ECS)**

<b>Eligible Funded Children</b>	66	67	52	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>	66	67	52	
<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>	34	34	27	
<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 units.

**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 this 2008/2009 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 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 2008/2009	Actual 2007/2008	Actual 2006/2007	Notes
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**CERTIFICATED STAFF**

School Based	64.1	62.3	57.5	Teacher certification required for performing functions at the school level.
Non-School Based	0.6	0.5	0.5	Teacher certification required for performing functions at the system/central office level.
Total Certificated Staff FTE	64.7	62.8	58.0	FTE for personnel possessing a valid Alberta teaching certificate or equivalency.

**Certificated Staffing Change due to:**

Enrolment Change	1.3	1.8	(0.6)	If negative change impact, the small class size initiative is to include any/all teachers retained.
Small Class Size Initiative	-	-	0.1	If enrolment change impact on teacher FTEs is negative, include any/all teachers retained.
Other Factors	1.0	3.0	1.0	Descriptor (required): Computer Technology(1) Student Services,Admin, Librarian(3)
Total Change	2.3	4.8	0.5	Year-over-year change in Certificated FTE

**Breakdown, where total change is Negative:**

Continuous contracts terminated	-	-	-	FTEs
Non-permanent contracts not being renewed	-	-	-	FTEs
Other (retirement, attrition, etc.)	-	-	(0.6)	Descriptor (required): Attrition-FTE changes
Total Negative Change in Certificated FTEs	-	-	(0.6)	Breakdown required where year-over-year total change in Certificated FTE is 'negative' only.

**Of the Certificated Staff:**

Class size teachers retained from prior years	1.7	1.7	1.6	FTEs
Class size teachers newly hired	-	-	0.1	FTEs
Total Class Size Initiative Teacher FTE's	1.7	1.7	1.7	FTE for teachers hired and retained to meet the ACOL class size averages guidelines.

**NON-CERTIFICATED STAFF**

Instructional	21.0	15.3	13.1	Personnel providing instruction support for schools under 'Instruction' program areas.
Non-Instructional	4.1	4.2	3.9	Personnel in Transportation, Board & System Admin., O&M and External service areas.
Total Non-Certificated Staff FTE	25.1	19.5	17.0	FTE for personnel not possessing a valid Alberta teaching certificate or equivalency.

**Non-Certificated Staffing Change due to:**

Enrolment Change	6.1	1.5	-	FTEs
Other Factors	-	1.0	(0.8)	Descriptor (required): .5 Library Clerk,-1 Library Tech,0.5 Controller, 1Communications(1)Counselor from non cert -1, workload demands .22(.8)
Total Change	6.1	2.5	(0.8)	Year-over-year change in Non-Certificated FTE

**PROJECTED CLASS SIZE AVERAGES  
FULL TIME EQUIVALENT (FTE) AVERAGE CLASS SIZE**

	Budgeted 2008/2009	Actual 2007/2008	Actual 2006/2007	Notes
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**ACOL GUIDELINE GRADE GROUPING**

K to Grade 3	17.0	17.3	17.8	If budgeted > 17, requires pg. 2 budget highlights on specific strategies to reduce to guideline.
Grades 4 to 6	22.0	21.1	21.1	If budgeted > 23, requires pg. 2 budget highlights on specific strategies to reduce to guideline.
Grades 7 to 9	22.0	21.2	20.2	If budgeted > 25, requires pg. 2 budget highlights on specific strategies to reduce to guideline.
Grades 10 to 12	23.0	19.2	21.7	If budgeted > 27, requires pg. 2 budget highlights on specific strategies to reduce to guideline.

**NOTE:** FTE statistics are 'as at September 30th' for each year. All applicable FTEs and the class size average information is to be entered to 1 decimal place.