

# BUDGET REPORT

## FOR THE YEAR ENDING AUGUST 31, 2010

[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>	
<u>Dr. Laurie Westwood</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>October 20, 2009</u> .</b></p>	

## TABLE OF CONTENTS

<b>BUDGETED STATEMENT OF REVENUES AND EXPENSES</b>	<b>3</b>
<b>BUDGETED ALLOCATION OF REVENUES AND EXPENSES (BY PROGRAM)</b>	<b>3</b>
<b>PROJECTED STATEMENT OF CHANGES IN NET ASSETS (SUMMARY)</b>	<b>4</b>
<b>PROJECTED STUDENT STATISTICS</b>	<b>5</b>
<b>PROJECTED STAFFING STATISTICS</b>	<b>6</b>
<b>PROJECTED CLASS SIZE AVERAGES</b>	<b>6</b>

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- 2009/2010 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:**

- projected deficit of \$274K
- includes funding reductions to SES, RCPA and elimination of fuel cost subsidy
- does not include provision for \$84K contribution to fiscal correction
- increase in student enrolment of approx. 4.3%
- increase of 3.8 FTE in certificated staff provides additional teaching, administrative and student services personnel to support:
  - continued emphasis on research, innovation and focus on the social-emotional needs of gifted students
  - introduction of AP Sciences at the high school level
  - ensuring a variety of appropriate high school programming
  - additional focus on implementation of technology at the classroom level including video-conferencing
- increase of 2.0 FTE security monitors for a total of 4.0 FTE to enhance the safety and security of students and staff in our shared facility
- salary increases of 4.8% for all staff
- no changes to instructional resource or transportation fees
- incorporates expenditures for Mobile Computing Initiative which will be funded out of accumulated surplus

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

- overall salary and benefit increases exceed funding provided due to:
  - grid movement as staff gain experience increments
  - zero percent increase in funding for students with severe disabilities
- deficit budgets are not sustainable in the long term; increases in PTR at the high school level will be required
- additional extra-ordinary security measures have not been funded
- our tenure in this particular leased facility is limited; obtaining alternate, suitable, long-term accommodations will be a challenge

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

	<b>Approved Budget 2009/2010</b>	<b>Final Approved Budget 2008/2009</b>	<b>Actual 2007/2008</b>
<b>REVENUES</b>			
Government of Alberta	\$10,604,052	\$10,242,494	\$9,059,939
Federal Government and/or First Nations	\$0	\$0	\$2,352
Other Alberta school authorities	\$0	\$0	\$4,887
Out of province authorities	\$0	\$0	\$0
Alberta Municipalities-special tax levies	\$0	\$0	\$0
Instruction resource fees	\$263,848	\$285,345	\$287,395
Transportation fees	\$313,500	\$300,000	\$276,955
Other sales and services	\$41,782	\$39,867	\$56,033
Investment income	\$15,000	\$12,000	\$29,794
Gifts and donations	\$10,000	\$100,000	\$38,534
Rentals of facilities	\$3,000	\$3,000	\$3,000
Net school generated funds	\$361,060	\$260,895	\$376,443
Gains on disposal of capital assets	\$0	\$0	\$0
Amortization of capital allocations	\$0	\$0	\$0
<b>TOTAL REVENUES</b>	<b>\$11,612,242</b>	<b>\$11,243,601</b>	<b>\$10,135,332</b>
<b>EXPENSES</b>			
Certificated salaries	\$5,589,026	\$5,149,494	\$4,372,680
Certificated benefits	\$546,886	\$557,159	\$469,539
Non-certificated salaries and wages	\$1,206,082	\$1,042,014	\$861,148
Non-certificated benefits	\$176,323	\$152,791	\$132,632
Services, contracts and supplies	\$4,006,787	\$4,040,639	\$3,549,035
Net school generated funds	\$361,060	\$260,895	\$376,443
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>\$11,886,164</b>	<b>\$11,202,992</b>	<b>\$9,761,477</b>
<b>EXCESS (DEFICIENCY) OF REVENUES OVER EXPENSES</b>	<b>(\$273,922)</b>	<b>\$40,609</b>	<b>\$373,855</b>

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

	<b>Approved Budget 2009/2010</b>	<b>Final Approved Budget 2008/2009</b>	<b>Actual 2007/2008</b>
<b>REVENUES</b>			
ECS - Grade 12 Instruction	\$8,205,815	\$7,860,060	\$6,984,322
Operations & Maintenance of Schools and Maintenance Shops	\$1,927,980	\$1,840,065	\$1,759,779
Transportation	\$885,276	\$876,954	\$783,899
Board & System Administration	\$593,171	\$666,522	\$551,298
External Services	\$0		\$56,033
<b>TOTAL REVENUES</b>	<b>\$11,612,242</b>	<b>\$11,243,601</b>	<b>\$10,135,331</b>
<b>EXPENSES</b>			
ECS - Grade 12 Instruction	\$8,486,152	\$7,956,036	\$6,732,782
Operations & Maintenance of Schools and Maintenance Shops	\$1,927,980	\$1,840,065	\$1,765,390
Transportation	\$885,276	\$876,954	\$735,567
Board & System Administration	\$586,756	\$529,937	\$471,705
External Services	\$0	\$0	\$56,033
<b>TOTAL EXPENSES</b>	<b>\$11,886,164</b>	<b>\$11,202,992</b>	<b>\$9,761,477</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, 2008</b>	\$981,398	\$0	\$981,398	\$869,784	\$111,614	\$0
<b>2008/2009 Estimated impact to net assets for:</b>						
Estimated surplus(deficit)	\$209,360			\$209,360		
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				(\$214,291)	\$214,291	\$0
Estimated Assumptions/Transfers of Operations	\$0	\$0	\$0	\$0	\$0	\$0
<b>Estimated Balances for August 31, 2009</b>	\$1,190,758	\$0	\$1,190,758	\$864,853	\$325,905	\$0
<b>2009/2010 Budget Projections for:</b>						
Budgeted surplus(deficit)	(\$273,922)			(\$273,922)		
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				\$100,000	(\$100,000)	\$0
Projected Assumptions/Transfers of Operations	\$0	\$0	\$0	\$0	\$0	\$0
<b>Projected Balances for August 31, 2010</b>	\$916,836	\$0	\$916,836	\$690,931	\$225,905	\$0

**ANTICIPATED CHANGES IN NET ASSETS SUMMARY- 2009/2010 BUDGET REPORT**

The following explains the anticipated changes to Unrestricted Net Assets, Investment in Capital Assets, Operating Reserves and Capital Reserves for 2008/2009 and 2009/2010 and breaks down the planned additions to unsupported capital.

- 2008/09 actual surplus of \$209K
- operating reserve of \$200K set aside to support implementation of mobile computing initiative, of which \$100K is shown as used in 2009/10
- funding reduction in 2009/10 to capture \$84K contribution is not included in budgeted deficit

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

	Budgeted 2009/2010 (Note 2)	Actual 2008/2009	Actual 2007/2008	Notes
<b>GRADES 1 TO 12</b>				
<b>Eligible Funded Students:</b>				
Grades 1 to 9	788	771	730	Head count
Grades 10 to 12	248	219	190	Note 3
Total	1,036	990	920	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>	1,036	990	920	
<b>Home Ed and Blended Program Students</b>	-	-	-	Note 5
<b>Total Enrolled Students, Grades 1-12</b>	1,036	990	920	
<b>Of the Eligible Funded Students:</b>				
Severely Disabled Students served	34	27	19	Total eligible funded severely disabled student FTEs; including Code 40s (excluding Code 47s).

**EARLY CHILDHOOD SERVICES (ECS)**

<b>Eligible Funded Children</b>	61	66	67	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>	61	66	67	
<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>	31	34	34	
<b>Of the Eligible Funded Children:</b>				
Severely Disabled Children served	-	2	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 2009/2010	Actual 2008/2009	Actual 2007/2008	Notes
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**CERTIFICATED STAFF**

School Based	69.9	66.1	62.3	Teacher certification required for performing functions at the school level.
Non-School Based	0.6	0.6	0.5	Teacher certification required for performing functions at the system/central office level.
Total Certificated Staff FTE	70.5	66.7	62.8	FTE for personnel possessing a valid Alberta teaching certificate or equivalency.

**Certificated Staffing Change due to:**

Enrolment Change	3.1	2.9	1.8	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	0.8	1.0	3.0	Descriptor (required): Increase school admin (+.25) and counsellor (+0.5)
Total Change	3.8	3.9	4.8	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.)	-	-	-	Descriptor (required):
Total Negative Change in Certificated FTEs	-	-	-	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	1.7	FTEs
Class size teachers newly hired	-	-	-	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	21.4	21.0	15.3	Personnel providing instruction support for schools under 'Instruction' program areas.
Non-Instructional	5.0	4.5	4.2	Personnel in Transportation, Board & System Admin., O&M and External service areas.
Total Non-Certificated Staff FTE	26.4	25.5	19.5	FTE for personnel not possessing a valid Alberta teaching certificate or equivalency.

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

Enrolment Change	(0.5)	5.7	1.5	FTEs
Other Factors	1.4	0.3	1.0	Descriptor (required): +2 Security, -.8 IT, +2Board
Total Change	0.9	6.0	2.5	Year-over-year change in Non-Certificated FTE

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

	Budgeted 2009/2010	Actual 2008/2009	Actual 2007/2008	Notes
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**ACOL GUIDELINE GRADE GROUPING**

K to Grade 3	16.7	17.0	17.3	If budgeted > 17, requires pg. 2 budget highlights on specific strategies to reduce to guideline.
Grades 4 to 6	22.7	22.5	21.1	If budgeted > 23, requires pg. 2 budget highlights on specific strategies to reduce to guideline.
Grades 7 to 9	25.3	22.3	21.2	If budgeted > 25, requires pg. 2 budget highlights on specific strategies to reduce to guideline.
Grades 10 to 12	21.2	21.4	19.2	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.