

BUDGET REPORT FOR THE YEAR ENDING AUGUST 31, 2017



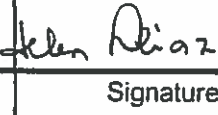
[School Act, Sections 147(2)(b) and 276]

Holy Family Catholic Regional Division No. 37

Legal Name of School Jurisdiction

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Telephone & Fax Numbers, Email Address

BOARD CHAIR	
<u>Dianne Lavoie</u> Name	 Signature
SUPERINTENDENT	
<u>Betty Turpin</u> Name	 Signature
SECRETARY TREASURER or TREASURER	
<u>Helen Diaz</u> Name	 Signature
<p>Certified as an accurate summary of the year's budget as approved by the Board of Trustees at its meeting held on <u>June 22, 2016</u> Date</p>	

Version: 160422

c.c. Alberta Education
c/o Robert Mah, Financial Reporting & Accountability Branch
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Color coded cells:

blue cells: require the input of data/descriptors wherever applicable.
 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:

Holy Family Catholic Regional Division No. 37 is projecting a deficit of \$559, 658 for the 2016-17 school year. Reserve funds will be used to balance this year's budget.

Following are the highlightd for the 2016-17 school year:

- A Division 18:1 Pupil Teacher Ratio
- Maintaining a full day five day kindergarten in all schools in the Division
- Maintaining five Learning Coaches
- The Division will continue to offer a Catholic Leadership Academy to certified teachers to build Leadership Capacity
- Purchasing of new Religion resources
- Student Faith opportunities
- Continuing our work on Literacy K-6

Significant Business and Financial Risks:

- Sustainability of full day five day kindergarten
- Sustaining classroom teacher support through Learning Coaches
- Sustaining Divisional calendar costs
- High Cost of maintaining facilities
- Sustaining small K-6 school and Cyber High
- Sustaining Division Technology infrastructure and supporting our schools in evergreening the device ratio

BUDGETED STATEMENT OF OPERATIONS
for the Year Ending August 31

	Approved Budget 2016/2017	Fall Budget Update 2015/2016	Actual 2014/2015
REVENUES			
Alberta Education	\$26,139,012	\$26,176,685	\$25,508,185
Other - Government of Alberta	\$417,384	\$449,313	\$450,995
Federal Government and First Nations	\$2,401,706	\$2,471,305	\$2,716,785
Other Alberta school authorities	\$39,000	\$42,000	\$66,516
Out of province authorities		\$0	\$0
Alberta Municipalities-special tax levies		\$0	\$0
Property taxes	\$1,536,960	\$1,480,028	\$1,757,430
Fees	\$132,068	\$253,235	\$392,550
Other sales and services	\$153,458	\$197,898	\$83,113
Investment Income	\$99,000	\$99,000	\$107,695
Gifts and donations	\$143,000	\$115,544	\$114,193
Rental of facilities	\$15,400	\$14,400	\$14,364
Fundraising	\$390,000	\$292,818	\$292,818
Gains on disposal of capital assets		\$0	\$5,719
Other revenue	\$31,000	\$33,000	\$79,219
TOTAL REVENUES	\$31,497,988	\$31,625,226	\$31,589,582
EXPENSES			
Instruction - Early Childhood Services	\$1,287,515	\$1,201,668	\$1,191,330
Instruction - Grades 1-12	\$24,757,777	\$24,807,555	\$24,048,387
Plant operations & maintenance	\$3,666,132	\$3,883,315	\$3,769,757
Transportation	\$529,922	\$473,599	\$410,899
Administration	\$1,391,421	\$1,477,371	\$1,278,497
External Services	\$424,879	\$477,702	\$531,116
TOTAL EXPENSES	\$32,057,646	\$32,321,210	\$31,229,986
ANNUAL SURPLUS (DEFICIT)	(\$559,658)	(\$695,984)	\$359,596

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

	Approved Budget 2016/2017	Fall Budget Update 2015/2016	Actual 2014/2015
EXPENSES			
Certificated salaries	\$15,181,653	\$15,107,178	\$14,957,361
Certificated benefits	\$3,643,299	\$3,520,834	\$3,447,345
Non-certificated salaries and wages	\$4,950,802	\$4,857,169	\$4,690,237
Non-certificated benefits	\$1,073,074	\$1,052,996	\$999,567
Services, contracts, and supplies	\$5,456,812	\$5,852,320	\$5,080,161
Capital and debt services			
Amortization of capital assets			
Supported	\$982,129	\$1,116,116	\$1,191,536
Unsupported	\$768,972	\$804,586	\$789,189
Interest on capital debt			
Supported	\$905	\$10,011	\$22,677
Unsupported		\$0	\$0
Other interest and finance charges		\$0	\$0
Losses on disposal of capital assets		\$0	\$51,913
Other expenses		\$0	\$0
TOTAL EXPENSES	\$32,057,646	\$32,321,210	\$31,229,986

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

	Approved Budget 2016/2017	Fall Budget Update 2015/2016	Actual 2014/2015
FEEES			
TRANSPORTATION	\$0	\$0	\$0
BASIC INSTRUCTION SUPPLIES	\$3,805	\$92,642	\$20,418
FEEES TO ENHANCE BASIC INSTRUCTION			
Technology user fees	\$0	\$0	\$0
Alternative program fees	\$0	\$2,409	\$0
Fees for optional courses	\$160	\$5,248	\$2,787
Activity fees	\$1,000	\$30,487	\$83,354
ECS Enhanced program fees	\$0	\$0	\$710
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
NON-CURRICULAR FEES			
Extra-curricular fees	\$84,468	\$95,478	\$166,805
Non-curricular travel	\$40,000	\$21,081	\$118,476
Lunch supervision fees	\$0	\$0	\$0
Non-curricular supplies and materials	\$2,635	\$0	\$0
Other non-curricular fees (describe)* Fees charged from instruction material and supplies	\$0	\$0	\$0
Other non-curricular fees (describe)* School Generated Funds	\$0	\$0	\$0
Other non-curricular fees (describe)*	\$0	\$0	\$0
Other non-curricular fees (describe)*	\$0	\$0	\$0
Other non-curricular fees (describe)* Optional extracurricular	\$0	\$5,890	\$0
TOTAL FEES	\$132,068	\$253,235	\$392,550

*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	\$31,147	\$0	\$15,282
Special events	\$1,610	\$8,404	\$10,109
Sales or rentals of other supplies/services	\$13,070	\$71,585	\$57,632
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	\$500	\$0	\$0
Other (describe) School Generated Funds - Other sales and services	\$0	\$0	\$0
Other (describe) Student Council Popcorn sales	\$500	\$0	\$0
Other (describe) Book fairs and book orders	\$6,006	\$0	\$0
Other (describe) Yearbook	\$625	\$0	\$0
Other (describe)	\$0	\$0	\$0
TOTAL	\$53,458	\$79,989	\$83,023

PROJECTED SCHEDULE OF CHANGE 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 (+-6)	UNRESTRICTED SURPLUS	INTERNALLY RESTRICTED OPERATING RESERVES	CAPITAL RESERVES
Actual balances per AFS at August 31, 2015	\$11,621,850	\$4,241,158	\$0	\$3,283,624	\$248,282	\$3,035,342	\$4,097,068
2015/2016 Estimated Impact to AOS for:							
Prior period adjustment	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Estimated surplus/(deficit)	(\$636,249)			(\$636,249)			
Estimated Board funded capital asset additions		\$641,703		(\$300,000)	\$0	(\$300,000)	(\$341,703)
Estimated Disposal of unsupported tangible capital assets	\$0	\$0		\$0	\$0		\$0
Estimated amortization of capital assets (expense)		(\$1,920,702)		\$1,920,702	\$1,920,702		
Estimated capital revenue recognized - Alberta Education		\$1,116,116		(\$1,116,116)	(\$1,116,116)		
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	\$0		
Estimated Unsupported debt principal repayment		\$0	\$0	\$0	\$0		
Estimated reserve transfers (net)		\$0		\$0			
Estimated Assumptions/Transfers of Operations (Explain)	\$0	\$0	\$0	(\$534,998)	(\$168,337)	(\$366,661)	\$534,998
Estimated Balances for August 31, 2016	\$10,985,601	\$4,076,275	\$0	\$2,616,963	\$248,282	\$2,368,681	\$4,290,363
2016/2017 Budget projections for:							
Budgeted surplus/(deficit)	(\$559,656)			(\$559,656)			
Projected Board funded capital asset additions		\$907,580		(\$550,000)	\$0	(\$550,000)	(\$357,580)
Budgeted Disposal of unsupported tangible capital assets	\$0	\$0		\$0	\$0		\$0
Budgeted Amortization of capital assets (expense)		(\$1,751,101)		\$1,751,101	\$1,751,101		
Budgeted capital revenue recognized - Alberta Education		\$982,129		(\$982,129)	(\$982,129)		
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	\$0		
Budgeted Unsupported debt principal repayment		\$0	\$0	\$0	\$0		
Projected reserve transfers (net)		\$0		(\$413,348)	(\$209,314)	(\$204,034)	\$413,348
Projected Assumptions/Transfers of Operations (Explain)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Projected Balances for August 31, 2017	\$10,425,943	\$4,216,883	\$0	\$1,862,929	\$248,282	\$1,614,647	\$4,346,131

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
Projected opening balance	\$248,282	\$248,282	\$248,282	\$2,368,681	\$1,614,647	\$1,056,647	\$4,200,303	\$4,346,131	\$3,646,131
Projected excess of revenues over expenses (surplus only)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Budgeted disposal of unsupported tangible capital assets	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Budgeted amortization of capital assets (expense)	\$1,751,101	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Budgeted capital revenue recognized	(\$982,126)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Budgeted changes in Endowments	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Projected reserves transfers (net)	(\$209,314)	\$0	\$0	(\$204,314)	\$0	\$0	\$413,348	\$0	\$0
Projected assumptions/transfers of operations	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Increase in (use of) school generated funds	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
New school start-up costs	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Decentralized school reserves	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Non-recurring certificated remuneration	(\$100,000)	\$0	\$0	\$0	(\$100,000)	(\$100,000)	\$0	\$0	\$0
Non-recurring non-certificated remuneration	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Non-recurring contracts, supplies & services	(\$59,658)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Professional development, training & support	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Salary negotiations	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Full-day kindergarten	(\$400,000)	\$0	\$0	\$0	(\$400,000)	(\$400,000)	\$0	\$0	\$0
English language learners	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
First nations, Métis, Inuit	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
OHAS / wellness programs	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
B & S Administration organization / reorganization	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Debt repayment	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Flood related costs (unfunded)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Non-ordinary related programming costs (explain)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Repairs & maintenance - School building & land	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Repairs & maintenance - Technology	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Repairs & maintenance - Vehicle & transportation	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Repairs & maintenance - Administration building	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Repairs & maintenance - POM building & equipment	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Repairs & maintenance - Other (explain)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Capital costs - School land & building	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Capital costs - School modernization	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Capital costs - School modular & additions	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Capital costs - School building partnership projects	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Capital costs - Technology	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Capital costs - Administration building	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Capital costs - Vehicle & transportation	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Capital costs - POM building & equipment	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Capital costs - Other	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Building leases	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other 1 - please use this row only if no other row is appropriate	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other 2 - please use this row only if no other row is appropriate	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other 3 - please use this row only if no other row is appropriate	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other 4 - please use this row only if no other row is appropriate	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Estimated closing balance for operating contingency	\$248,282	\$248,282	\$248,282	\$1,014,647	\$1,059,647	\$559,647	\$4,346,131	\$4,346,131	\$3,346,131

Total surplus as a percentage of 2017 Expenses 10.37% 12.68%
ASO as a percentage of 2017 Expenses 5.81% 4.08% 2.52%

**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.

- An increase of approximately \$60,000 in deficit is expected, funded from Operating Reserves due to increase in staffing from the 2015-16 updated budget.
- Transfer of \$100,000 from Operations to Capital Reserves is suspended.
- Renovate Administration building for wheel chair accessibility

2016/2017

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

Operating Reserves:

- In 2015-16 school year, our Division Pupil-Teacher Ratio (PTR) is 17:1. In 2016-17 the Division increased the PTR to 18:1 to maintain the financial health of the division.
- Maintain five Learning Coaches and may be reduced due to programming need and affordability
- Support a full day five day kindergarten in all schools in the Division
- Sustain small K-6 school and Cyberhigh

Capital Reserves:

- Sustain Division technology Infrastructure and support schools in evergreening the device ratio

**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.

Capital Reserves

- Capital costs for School Modernization
- Capital Costs for School Building Partnership Projects
- Sustain Division technology Infrastructure and support schools in evergreening the device ratio

Operating Reserves

- New school start up costs
- Maintain Learning Coaches and may be reduced due to programming need and affordability
- Support a full day five day kindergarten in all schools in the Division

2018/2019

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

Capital Reserves

- Sustain Division technology Infrastructure and support schools in evergreening the device ratio

Operating Reserves

- Maintain Learning Coaches and may be reduced due to programming need and affordability
- Support a full day five day kindergarten in all schools in the Division

August 31, 2019

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

The Division will continue to support and sustain programming needs.

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

	Budgeted 2016/2017 (Note 2)	Actual 2015/2016	Actual 2014/2015	Notes
GRADES 1 TO 12				
Eligible Funded Students:				
Grades 1 to 9	1,420	1,438	1,405	Head count
Grades 10 to 12	397	387	436	Note 3
Total	1,817	1,825	1,841	Grades 1-12 students eligible for base instruction funding from Alberta Education.
Percentage Change	-0.4%	-0.9%		
Other Students:				
Total	174	179	188	Note 4
Total Net Enrolled Students	1,991	2,004	2,029	
Home Ed and Blended Program Students	-	-	2	Note 5
Total Enrolled Students, Grades 1-12	1,991	2,004	2,031	
Percentage Change	-0.6%	-1.3%		
Of the Eligible Funded Students:				
Students with Severe Disabilities	75	75	73	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)

Eligible Funded Children	132	142	150	ECS children eligible for ECS base instruction funding from Alberta Education.
Other Children	13	15	18	ECS children not eligible for ECS base instruction funding from Alberta Education.
Total Enrolled Children - ECS	145	157	168	
Program Hours	475	475	475	Minimum: 475 Hours
FTE Ratio	0.500	0.500	0.500	Actual hours divided by 950
FTE's Enrolled, ECS	73	79	84	
Percentage Change	-7.6%	-6.5%		
Of the Eligible Funded Children:				
Students with Severe Disabilities	9	9	9	FTE of students with severe disabilities as reported by the board via PASI.
Students with Mild/Moderate Disabilities	4	4	-	FTE of students identified with mild/moderate disabilities as reported by the board via PASI.

NOTES:

- 1) Enrolment is to be completed WHEREVER APPLICABLE and are 'as at September 30th' for each year.
- 2) Budgeted enrolment is to be based on best information available at time of the 2016/2017 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.
- 4) 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.
- 5) 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		Actual		Fall Budget		Actual		Notes
	2016/2017	2015/2016	2015/2016	2014/2015	2015/2016	2014/2015	2014/2015		
CERTIFICATED STAFF									
School Based	144.0	140.2	140.2	140.2	140.2	140.2	140.2	140.2	Teacher certification required for performing functions at the school level.
Non-School Based	90.0	9.0	9.0	9.0	9.0	9.0	9.0	9.0	Teacher certification required for performing functions at the system/central office level.
Total Certificated Staff FTE	154.0	150.0	150.0	150.0	150.0	150.0	150.0	150.0	FTE for personnel possessing a valid Alberta teaching certificate or equivalency.
Percentage change from prior period	-2.5%	0.1%	0.1%	-2.5%	-2.5%	-2.5%	0.1%	0.1%	
If an average standard cost is used, please disclose rate:									
Student F.T.E. per certificated Staff	130.0%	1310.3%	1310.3%					13.4	
Certificated Staffing Change due to:									
Enrolment Change	(4.0)	(0.0)	(0.0)	0.2	0.2	0.2	0.2	0.2	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	-	-	-	-	-	-	-	-	Disaster preparedness
Total Change	(4.0)	(0.0)	(0.0)	0.2	0.2	0.2	0.2	0.2	Year-over-year change in Certificated FTE
Breakdown, where total change is Negative:									
Continuous contracts terminated	(4.0)	(0.0)	(0.0)						FTEs
Non-permanent contracts not being renewed	4.0	-	-						FTEs
Other (retirement, attrition, etc.)	-	-	-						Disaster preparedness
Total Negative Change in Certificated FTEs	0.0	(0.0)	(0.0)	-	-	-	-	-	Breakdown required where year-over-year total change in Certificated FTE is 'negative' only.
Please Allocate									
Please Allocate									
NON-CERTIFICATED STAFF									
Instructional	97.5	101.1	101.1	91.0	91.0	91.0	91.0	91.0	Personnel providing instruction support for schools under 'instruction' program areas.
Plant Operations & Maintenance	18.3	14.5	14.5	15.3	15.3	15.3	15.3	15.3	Personnel providing support to maintain school facilities
Transportation	0.5	0.3	0.3	0.3	0.3	0.3	0.3	0.3	Personnel providing direct support to the transportation of students to and from school
Other	10.5	10.8	10.8	10.8	10.8	10.8	10.8	10.8	Personnel in Board & System Admin. and External service areas.
Total Non-Certificated Staff FTE	124.8	126.7	126.7	118.2	118.2	118.2	120.0	120.0	FTE for personnel not possessing a valid Alberta teaching certificate or equivalency.
Percentage Change	-1.5%	5.6%	5.6%	5.6%	5.6%	5.6%	-1.5%	-1.5%	
Explanation of Changes:									
Additional Information									
Are non-certificated staff subject to a collective agreement? <input type="checkbox"/> NO									
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.									