



**Regular Board Meeting  
December 8, 2020**

Presented by: Shelly Woolf, CPA, CA Assistant Secretary Treasurer

- 1. 2020-2021 Operating Budget – Spent to date \$2,956,939 - 34%**  
**2019-2020 Operating Budget – Spent to date \$2,648,855 - 32%**

Refer to Monthly Expenditure Report - Page 3 (Nov 2020) and Page 4 (Nov 2019)  
 Operating Budget Status – 66% remaining compared to a target amount of 67%

- 2. Operating Surplus - \$1,350,153**

(LY unrestricted closing surplus + revenue to date – expenses to date = CY closing surplus) = 382,707 + 2,654,385 – 2,956,939 = 80,153). Restricted surplus remains unchanged until the yearend financial statements are completed.

Unrestricted	\$80,153
Restricted	1,270,000
<b>Total</b>	<b>\$1,350,153</b>

- 3. 2020-2021 Annual Facility Grants Budget and Other Capital Funds**

a) Annual Facilities Grant (AFG) – Operating Grant

Total	\$62,454
Deducted by Ministry for Capital Asset Management System	( 4,252)
Expended to date	(17,782)
<b>Available AFG Operating Grant</b>	<b>\$40,420</b>

b) Annual Facilities Grant – Capital Grant (Bylaw)

AFG Capital Grant	\$244,547	100.00%
Expended to date	(72,176)	29.51%
<b>Available AFG Capital Grant</b>	<b>\$172,371</b>	<b>70.49%</b>



**Regular Board Meeting  
December 8, 2020**

c) School Enhancement Program Grant (Bylaw) – 6 programs approved

	Solar Upgrades & Charging Stations (EES, NSS)	Building Enclosure Upgrades (NES,NSS)	Flooring & Washroom Upgrades (LESS)	Total	%
Approved	\$268,271	\$338,000	\$270,000	\$876,271	100.00%
Expended to date	( 172,288)	(22,896)	( 84,217)	( 279,401)	31.89%
Available	\$95,983	\$315,104	\$185,783	\$ 596,870	68.11%

d) Capital Reserve Balances

Sharable (Ministry Restricted) Capital	\$213,954
Local Capital	88,408
<b>Total</b>	<b>\$302,362</b>

**4. Replacement Costs** - including sick, dental, bereavement, professional development, extra-curricular and other: \$142,842 (45%) spent on a \$315,026 Budget, 55% budget remaining.

**5. 1701 Data Enrollment – CY 501 Students (428S:73DL), 515.1572 Funded FTE**  
 LY 453 Students (421S:32DL), 461.3139 Funded FTE  
 Forecast 2021 Budget 452 Students (422S:30DL)

**6. Government & Other Reports Filed/Other**

Government Reporting Entity (GRE) – December 31,2020

Statement of Financial Information – June 30,2020

2020-2021 Safe Return to Class (Federal) Spending Plan

Fauquier Subdivision Application – received covenant approval at Land Titles-file sent to MoTi on November 17, 2020 where the file will undergo a 90-day citizen services and review process.



**Regular Board Meeting  
December 8, 2020**

---

## **7. 2020-2021 Amended Operating Budget**

In mid-December, the Ministry sends updated funding information and grant tables to staff based on the September 1701 enrollment data to begin preparing the amended budget. This is one of the initial steps in preparing the amendment because it changes the amount of funding the District manages. The Amended Budget will be prepared by staff and submitted for approval to the Board prior to sending it to the Ministry before February 28, 2021.

Some funding changes that will be included in addition to enrollment funding changes in the 2021 Amended Budget include the following:

Additional operating funding: \$22,476

Additional special purpose funding: \$264,838

Additional capital project funding:

NES Childcare HUB project - approved project budget \$3.23M - multi-year; first MCFD advance of \$1.2M received Nov 5, 2020.

GM Childcare Project – approved project budget \$742K – multi-year, project reconciliation to be completed.

Climbing Wall Project - equipment - \$24K

In addition, budget line items will be reviewed in detail to update costs based on new staffing levels, updated school budgets and other new information since the original budget was approved in April 2020. A report will be prepared for the Board prior to amended budget approval which is required to be in a prescribed format by the Ministry.

Fund : 0 General Operating

0	TITLE	NOV	YEAR TO DATE	ENCUMBERED	FULL YEAR BUDGET	AVAILABLE	PERC
Function : 1 Instruction							
1	Salaries	460,405.51	1,495,982.05		4,442,690	2,946,708	66
2	Benefits	86,606.97	292,142.20		1,156,860	864,718	75
3	Services	39,930.98	84,395.73		312,634	228,238	73
5	Supplies And Materials	25,003.49	81,960.90	24,643.25	289,665	183,061	63
TOTAL FOR Function - 1		611,946.95	1,954,480.88	24,643.25	6,201,849	4,222,725	68
Function : 4 District Administration							
1	Salaries	44,771.48	184,497.17		424,085	239,588	56
2	Benefits	5,291.45	23,070.15		81,000	57,930	72
3	Services	22,701.45	151,140.40		241,230	90,090	37
5	Supplies And Materials	3,461.75	13,411.94		57,120	43,708	77
TOTAL FOR Function - 4		76,226.13	372,119.66	0.00	803,435	431,315	54
Function : 5 Operations & Maintenance							
1	Salaries	49,135.27	254,337.68		619,200	364,862	59
2	Benefits	9,756.14	53,465.56		154,300	100,834	65
3	Services	5,557.61	31,415.96		85,592	54,176	63
5	Supplies And Materials	26,328.69	136,136.62	4,863.70	419,335	278,335	66
TOTAL FOR Function - 5		90,777.71	475,355.82	4,863.70	1,278,427	798,207	62
Function : 7 Transportation & Housing							
1	Salaries	18,835.55	72,933.15		225,720	152,787	68
2	Benefits	3,975.28	15,946.75		56,700	40,753	72
3	Services		10,758.10		23,460	12,702	54
5	Supplies And Materials	14,195.41	25,308.44		124,440	99,132	80
TOTAL FOR Function - 7		37,006.24	124,946.44	0.00	430,320	305,374	71
Function : 8 Covid19 Administration							
1	Salaries		159.08			159-	
2	Benefits	5.37-	34.49			34-	
3	Services		387.48			387-	
5	Supplies And Materials	9,284.67	29,455.45			29,455-	
TOTAL FOR Function - 8		9,279.30	30,036.50	0.00	0	30,037-	0
TOTAL FOR Fund - 0		825,236.33	2,956,939.30	29,506.95	8,714,031	5,727,585	66
GRAND TOTAL		825,236.33	2,956,939.30	29,506.95	8,714,031	5,727,585	66

Current Year Targets:

10 month expenses (Fns 1 & 7) 70%  
 12 month expenses (Fns 4 & 5) 58%  
 Overall Target 67%

Fund : 0 General Operating

0	TITLE	NOV	YEAR TO DATE	ENCUMBERED	FULL YEAR BUDGET	AVAILABLE	PERC
Function : 1 Instruction							
1	Salaries	391,138.96	1,320,569.32		4,112,524	2,791,955	68
2	Emp. Benefits/Allowances	79,904.93	273,346.22		1,065,907	792,561	74
3	Services	35,668.86	71,955.50		330,338	258,383	78
5	Supplies And Materials	6,003.33	51,278.49	2,525.38	255,088	201,284	79
TOTAL FOR Function - 1		512,716.08	1,717,149.53	2,525.38	5,763,857	4,044,182	70
Function : 4 District Administration							
1	Salaries	31,952.83	163,987.77		426,150	262,162	62
2	Emp. Benefits/Allowances	3,982.73	19,979.90		80,246	60,266	75
3	Services	7,191.35	146,812.15		232,150	85,338	37
5	Supplies And Materials	2,415.61	13,018.78		54,300	41,281	76
TOTAL FOR Function - 4		45,542.52	343,798.60	0.00	792,846	449,047	57
Function : 5 Operations & Maintenance							
1	Salaries	49,855.78	232,516.65		596,982	364,465	61
2	Emp. Benefits/Allowances	10,409.07	51,121.51		159,200	108,078	68
3	Services	1,031.24	24,020.96		69,100	45,079	65
5	Supplies And Materials	16,789.54	144,905.59	9,995.15	396,760	241,859	61
TOTAL FOR Function - 5		78,085.63	452,564.71	9,995.15	1,222,042	759,482	62
Function : 7 Transportation & Housing							
1	Salaries	21,484.51	73,726.74		210,341	136,614	65
2	Emp. Benefits/Allowances	4,027.85	14,627.56		55,013	40,385	73
3	Services	3,951.28	15,492.79		42,650	27,157	64
5	Supplies And Materials	12,550.54	31,495.56		105,000	73,504	70
TOTAL FOR Function - 7		42,014.18	135,342.65	0.00	413,004	277,661	67
TOTAL FOR Fund - 0		678,358.41	2,648,855.49	12,520.53	8,191,749	5,530,373	68
GRAND TOTAL		678,358.41	2,648,855.49	12,520.53	8,191,749	5,530,373	68

Current Year Targets:  
 10 month expenses (Fns 1 & 7) 70%  
 12 month expenses (Fns 4 & 5) 58%  
 Overall Target 67%