



**DISTRICT EDUCATION COUNCIL
Superintendent's Monitoring Report**

Policy Name	Budget and Forecasting		
Policy Number	ASD-W-EL-4	Number of Reports per year	4
Policy	<p>With respect to the actual, ongoing condition of the Anglophone West School District financial health, the Superintendent shall not cause or allow the development of fiscal jeopardy or a material deviation of actual expenditures from Council priorities established in educational goals and priorities policies.</p> <p>Budgeting for any fiscal year or the remaining part of any fiscal year shall not deviate substantially from Council priorities, risk fiscal jeopardy, or fail to show a generally acceptable level of foresight.</p>		
Date of Report	January 24, 2019		
Date of Previous Report (s) This School Year	October 18, 2018		
Date of Future Report (s) This School Year	March 21, 2019 June 6, 2019		
Report Filed by:	Catherine Blaney, Acting Superintendent		
Report Supported by:	Shawn Tracey, Director of Finance and Administration Terri McKellar, Budget and Accounting Manager		
Interpretation:			
<ul style="list-style-type: none"> • Superintendent must ensure that the financial position does not place undue strain on the ability of the District to maintain its focus on achieving a balanced budget and prevent loss of services to its stakeholders. • Superintendent must ensure that financial management staff follow Generally Accepted Accounting Principles (GAAP, CPA Handbook) and that any material discrepancies are investigated and reported during the financial reporting cycle. 			

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<p>Justification:</p> <ul style="list-style-type: none"> • The District Education Council has the authority under the Education Act 36.9(4), 50.2(3) & Regulation 97-50 (7-10) to develop a balanced expenditure plan and follow government accounting requirements for revenues and expenses. • The Education Acts (48(1)) outlines the duties of the Superintendent. One requirement is to ensure district and provincial policies are followed. • Regular reporting ensures that Policy 101 section 6.1.4.2 is followed and that the School district cannot incur deficits in either the capital or operating budgets. <p>Compliance:</p> <ul style="list-style-type: none"> • Financial reports prepared by District Financial staff and reviewed with the Superintendent on a quarterly basis. • Quarterly reports presented to District Education Council by District staff for approval, for submission to Department of Education and Early Childhood (EECD) in accordance with the schedule set out by EECD. 	
<p>Evidence:</p> <ul style="list-style-type: none"> • Education Act: Section 36.9(4): Authority and responsibilities of District Education Councils http://laws.gnb.ca/en/ShowPdf/cs/E-1.12.pdf • Education Act: Section 50.2(3): School District Budgets and Expenditures http://laws.gnb.ca/en/ShowPdf/cs/E-1.12.pdf • Regulation 97-50(7-10): Administration http://laws.gnb.ca/en/showfulldoc/cr/97-150/#anchorga:s 7 • Education Act: Section 48: Duties of the Superintendents http://laws.gnb.ca/en/ShowPdf/cs/E-1.12.pdf • Policy 101: Financial Responsibilities of School Districts https://www2.gnb.ca/content/dam/gnb/Departments/ed/pdf/K12/policies-politiques/e/101A.pdf • Appendices: ASDW Quarterly Report DEC Budget Report 	

Policy Name	Budget and Forecasting
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Compliance: I report compliance with this policy.

Superintendent's Signature: _____
DEC Chair Signature: _____
Date: _____

APPENDIX A			ANGLOPHONE SCHOOL DISTRICT - WEST FINANCIAL REPORT FOR THE YEAR ENDING MARCH 31, 2019 AS OF NOVEMBER 30, 2018											ANGLOPHONE SCHOOL DISTRICT - WEST FINANCIAL REPORT FOR THE YEAR ENDING MARCH 31, 2019						
Coding	Description	Funds			Budget						Expenses			Variance Explanation >=\$500,000		Actual Expenses 2017-18	Change	% Change		
		Actual	Funded	Increase (Decrease)	Original Funding	District Expenditure Plan	Change	Budget Transfers Received	Budget in Oracle 30-Nov-18	Budget Transfers Pending	Final Budget 31-Mar-19	Year-to-Date 30-Nov-18	Forecast	Total	% Spent to-Date				Amount	% Staffing changes, vacancies, replacement policy changes, consumptive price changes, in-year contract additions
	TOTAL INSTRUCTION & SCHOOL SERVICES	1,709.68	1,709.68	0.00	\$145,983,000	\$144,517,880	(\$1,465,120.00)	\$131,127	\$144,649,007	\$208,200	\$144,857,207	\$91,213,657	\$51,438,867	\$142,652,525	63.94%	\$2,204,682	1.52%	\$140,847,924	\$1,298,281	0.92%
	TOTAL EDUCATION & SUPPORT SERVICES	607.42	558.90	48.52	\$17,486,400	\$17,504,400	\$18,000	\$546,373	\$18,050,773	\$0	\$18,050,773	\$11,922,450	\$8,422,875	\$20,345,325	58.60%	(\$2,294,552)	(12.71)%	\$18,275,989	\$1,678,451	9.18%
	TOTAL SCHOOL MANAGEMENT & SUPPORT	153.56	153.56	0.00	\$7,645,600	\$8,150,620	\$505,020	\$508,446	\$8,659,066	\$0	\$8,659,066	\$4,849,353	\$3,290,610	\$8,139,962	59.57%	\$519,103	5.99%	\$7,517,665	\$227,818	3.03%
	TOTAL PROGRAMS	8.50	8.50	0.00	\$1,270,400	\$1,365,400	\$95,000	\$1,556,846	\$2,922,246	-\$208,200	\$2,714,046	\$1,147,200	\$1,327,298	\$2,474,498	46.36%	\$239,548	8.83%	\$1,013,160	\$367,482	36.27%
	TOTAL INFORMATION TECHNOLOGY	0.00	0.00	0.00	\$334,900	\$334,900	0	\$0	\$334,900	\$0	\$334,900	\$331,304	\$3,596	\$334,900	98.93%	\$0	0.00%	\$353,065	(\$18,165)	(5.14)%
	TOTAL FACILITIES	180.16	180.16	0.00	\$21,963,800	\$21,971,800	\$8,000	\$0	\$21,971,800	\$0	\$21,971,800	\$12,172,822	\$10,376,314	\$22,549,137	53.98%	(\$577,337)	(2.63)%	\$23,202,604	(\$653,467)	(2.82)%
	TOTAL TRANSPORTATION	261.00	261.00	0.00	\$13,084,700	\$13,111,300	\$26,600	\$0	\$13,111,300	\$0	\$13,111,300	\$6,944,237	\$5,949,592	\$12,893,828	53.86%	\$217,472	1.66%	\$12,555,805	\$338,023	2.69%
	TOTAL DISTRICT OPERATIONS	77.60	77.60	0.00	\$5,910,900	\$6,469,000	\$558,100	\$0	\$6,469,000	\$0	\$6,469,000	\$4,069,271	\$2,357,080	\$6,426,351	63.32%	\$42,649	0.66%	\$6,404,772	\$21,578	0.34%
	TOTAL BENEFITS	0.00	0.00	0.00	\$14,289,800	\$14,436,900	\$147,100	\$647,900	\$15,084,800	\$0	\$15,084,800	\$11,966,434	\$3,469,931	\$15,436,365	77.52%	(\$351,565)	(2.33)%	\$14,559,734	\$201,528	1.38%
	TOTAL	2,997.92	2,949.40	48.52	\$227,969,500	\$227,969,500	\$0	\$3,390,691	\$231,360,191	\$0	\$231,360,191	\$144,825,733	\$86,534,459	\$231,360,191	62.60%	(\$0)	(0.00)%	\$224,857,651	\$3,441,896	1.53%
	Information required from District:																	225,525,313		

**Fiscal 2018-2019
As at January 7, 2019
DEC Budget Summary Report**

Budget:	Initial Budget Load	\$ 50,000.00
	Total budget	<u>\$ 50,000.00</u>
Expenditures:	Business Meeting Expenses	\$ 7,890.45
	Travel	\$ 13,475.94
	Office Supplies/Other Expenses	\$ 1,611.48
	Total expenditures	<u>\$ 22,977.87</u>
	Balance:	<u><u>\$ 27,022.13</u></u>