



**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	October 18, 2018		
Date of Previous Report (s) This School Year	N/A		
Date of Future Report (s) This School Year	January 24, 2019 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. 			

Policy Name	Budget and Forecasting
--------------------	-------------------------------

Justification:

- **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.**

Compliance:

- **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.**

Evidence:

- 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

Policy Name

Budget and Forecasting

Compliance: I report compliance with this policy.

Superintendent's Signature: _____

DEC Chair Signature: _____

Date: _____

ANGLOPHONE SCHOOL DISTRICT - WEST
FINANCIAL REPORT
FOR THE YEAR ENDING MARCH 31, 2019
AS OF AUGUST 31, 2018

Appendix A

Coding	Description	FTEs			Budget						Expenses				Variance		
		Actual	Funded	Increase / (Decrease)	Original Funding	District Expenditure Plan	Change	Budget Transfers Received	Budget in Oracle 31-Aug-18	Budget Transfers Pending	Final Budget 31-Mar-19	Year-to-Date 31-Aug-18	Forecast	Total	% Spent to-Date	Amount	%
	TOTAL INSTRUCTION & SCHOOL SERVICES	1,709.68	1,709.68	0.00	\$145,983,000	\$144,517,880	(\$1,465,120.00)	\$154,223	\$144,672,103	\$208,200	\$144,880,303	\$57,608,479	\$85,349,757	\$142,958,237	40.30%	\$1,922,066	1.33%
	TOTAL EDUCATION & SUPPORT SERVICES	607.42	558.90	48.52	\$17,486,400	\$17,504,400	\$18,000	\$254,000	\$17,758,400	\$0	\$17,758,400	\$5,903,196	\$13,780,179	\$19,683,376	29.99%	(\$1,924,976)	(10.84%)
	TOTAL SCHOOL MANAGEMENT & SUPPORT	153.56	153.56	0.00	\$7,645,600	\$8,150,620	\$505,020	\$409,546	\$8,560,166	\$0	\$8,560,166	\$2,763,834	\$5,400,426	\$8,164,259	33.85%	\$395,906	4.62%
	TOTAL PROGRAMS	8.50	8.50	0.00	\$1,270,400	\$1,365,400	\$95,000	\$874,993	\$2,240,393	-\$208,200	\$2,032,193	\$713,919	\$1,115,953	\$1,829,872	39.01%	\$202,321	9.96%
	TOTAL INFORMATION TECHNOLOGY	0.00	0.00	0.00	\$334,900	\$334,900	0	\$0	\$334,900	\$0	\$334,900	\$465,779	-\$130,879	\$334,900	139.08%	\$0	0.00%
	TOTAL FACILITIES	180.16	180.16	0.00	\$21,963,800	\$21,971,800	\$8,000	\$0	\$21,971,800	\$0	\$21,971,800	\$7,358,935	\$14,563,442	\$21,922,377	33.57%	\$49,423	0.22%
	TOTAL TRANSPORTATION	261.00	261.00	0.00	\$13,084,700	\$13,111,300	\$26,600	\$0	\$13,111,300	\$0	\$13,111,300	\$4,012,257	\$9,287,643	\$13,299,900	30.17%	(\$188,600)	(1.44%)
	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	\$2,603,829	\$3,874,084	\$6,477,912	40.20%	(\$8,912)	(0.14%)
	TOTAL BENEFITS	0.00	0.00	0.00	\$14,289,800	\$14,436,900	\$147,100	\$343,679	\$14,780,579	\$0	\$14,780,579	\$8,642,441	\$6,585,367	\$15,227,808	56.75%	(\$447,228)	(3.03%)
	TOTAL PROJECTS	0.00	0.00	0.00	\$0	\$107,300	\$107,300	\$0	\$107,300	\$0	\$107,300	\$894,482	-\$787,182	\$107,300	833.63%	\$0	0.00%
	TOTAL	2,997.92	2,949.40	48.52	\$227,969,500	\$227,969,500	\$0	\$2,036,441	\$230,005,941	\$0	\$230,005,941	\$90,967,151	\$139,038,790	\$230,005,941	39.55%	(\$0)	(0.00%)