

Sustainability Study – Burton Elementary School Financial Considerations

In order to do some financial comparisons, we need to consider the “What If” scenarios that would be most likely if the District Education Council voted in favor of closing Burton Elementary School and the Minister of Education and Early Childhood Development approved the movement of students to another location. The “What If” scenario for this particular study is:

- Move students from Burton Elementary School to Assiniboine Avenue Elementary School, maintaining a K-2 school configuration.

NOTE: this is the only scenario being considered by the District Education Council for this study, if the vote is to recommend closure of the school.

Staffing Information and Implications

- Teacher staffing is conducted based on a series of formulas that are related to student enrolment.
- In reviewing the numbers to assign staff for 2015-16, we used enrollment from the Spring of 2015.
- Classroom FTE (Full Time Equivalent; number of teachers) is assigned by formula, knowing that there is a maximum class size for classrooms as indicated in the Teacher’s Collective Agreement
 - 1.1 FTE per classroom at the elementary level
 - 1.2 FTE per classroom at the middle level
 - 1.0 FTE per 12.4 students for first 100 at high school level (minimum 5.0 FTE)
 - 1.0 FTE per 19.7 students for next 300 at high school level
- Guidance FTE is assigned at 1.0 FTE per 502 students (topped up where it can be).
- Resource FTE is assigned at 1.0 FTE per 180 students (topped up where it can be).
- Administration FTE is assigned at 1.0 FTE per 275 students (topped up where it can be).
- The number of school administrators is assigned according to the number of teachers; 1 principal is provided to a school with less than 12.6 FTE, 1 principal and 1 vice-principal is provided to a school with 12.6 FTE or more, but less than 37.6 FTE.
- Top-ups in FTE are assessed year to year.
- Education Assistants are assigned based on need and on an annual basis.
- Library Assistants are assigned based on a formula of 1.0 per 870 students; it is based on a 36.25 hour work week, so part time library assistants are most common (there are times when a public library is within the school and a Library Assistant is not under Education).
- Administrative Assistants are assigned at a minimum of one full-time per school (36.25 hours per week), with top-up for larger schools. One full-time administrative assistant works 12 months per year at each high school setting. The remainder work 10 months per year.
- Custodial Staff are assigned based on square footage of the facility and through a contract with a private cleaning company.

- All ASD-W staff are paid based on scales within their collective agreements.
- Principals and vice-principals are paid a responsibility allowance (based on enrolment and years of experience in the position).
- Please see Appendix A for data on enrolment and staff.
- Annual savings due to staffing process for the K-12 Scenario:
 - \$7 752 due to one less principal at Year 3, Small School, including employer costs, and taking into account the resulting team of administration would be compensated for a medium sized school
 - \$74 743 due to 1.1 less FTE that is required to staff the school, including employer costs
 - \$33 736 due to 1.0 less administrative assistant, including employer costs
- Total annual savings for staff for the K-12 Scenario is \$116 231.

Global School Budgets and Operational Facility Budgets

- Global school budgets and Operational Facility Budgets are assigned on an annual basis according to a number of different formulas. Enrolment is often a key factor. They are used to support student learning and operate the facility.
- Since amalgamation, we have adjusted school budgets to ensure that significant decreases do not occur all at once, if a decrease is required; we ensure that any budget reductions do not go further than 2.5% (likewise, if it grows, we cap at 2.5%). If this were not to be in place, the global budgets based on our enrolment and formulas would have yielded a variety of different amounts in ASD-W schools:
 - Burton Elementary School would have had a decrease of 15% and they ended up with a decrease of only 2.5%
 - Assiniboine Avenue Elementary School ended up with a decrease of 2.0%.
- Please see Appendix B for details on global school budgets and facility operational budgets for potential annual savings; this is data as projected by our Budget and Accounting Team.
- Total annual savings from global school budgets and facility operational budgets are \$38 049.

Transportation Costs

In reviewing the transportation currently underway for students in Burton, some efficiencies would be found. Students would be able to travel into Oromocto on currently scheduled buses that are already delivering students to the town schools. It is recognized that K-2 students would be traveling home earlier than the 3-5 students, so there would be a cost associated with that. Overall, we estimate an annual transportation savings of approximately \$8 500.

Capital Improvement Avoidance

- Schools have a number of projects listed on the Capital Improvement Project database. Each year, a number of projects are prioritized and submitted to government for approval.
- If a school were to close, the projects would then not be necessary and be removed from the list for consideration.

- Projects vary in terms of priority/need; some are necessary in a timely manner and some are not; some projects may be for aesthetic improvement as well.
- Estimates for projects are based on formulas and historic costs – they are estimates and not actual quotes; the Department of Education and Early Childhood Development and the Department of Transportation and Infrastructure are involved in capital construction projects.
- The capital improvements currently on the list for Burton Elementary School include:
 - Siding replacement
 - Elevator and Accessibility
 - Ventilation System
 - Power Distribution, Panels and Receptacles Upgrade
 - Upgrade Old Ceiling and Lighting
 - Curbing and Driveway Refinishing
- These projects amount to approximately **\$573 000**.

Facility Improvements Required Should a Move Occur

If students were to move to Assiniboine from Burton for their K-2 schooling, there would be a requirement for 14 classroom spaces. Assiniboine has the capacity to meet this requirement. Whereas Assiniboine is already a successful and safe functioning K-2 elementary school, there would not be a requirement for any immediate building improvements, beyond:

- Relocation of Smartboards and FM systems that would be coming from Burton (could carry **\$1 500** for \$300/classroom for connections and installation costs)
- Relocation of existing school furniture and resource materials **(\$5,000)**

NOTE: The impact of a potential increase of students due to the arrival of Syrian Refugees can be noted, although details are not available at this time. Gesner Street Elementary School would also have the capacity to serve additional K-2 students.

TOTAL ANNUAL SAVINGS

- SCENARIO K-2 at Assiniboine Avenue Elementary School – **\$162 780**

ONE-TIME COST AVOIDANCE

- SCENARIO K-2 at Assiniboine Avenue Elementary - **\$573 000** (because Burton Elementary School as a building would close)

ONE-TIME EXPENSE

- SCENARIO K-2 at Assiniboine Avenue Elementary - **\$6 500**
- Please note: A principal and vice-principal is hired for a five year term. Should a school close and the principal and/or vice-principal not retire, resign or assume another school position of responsibility within the district, the employee continues to earn the responsibility allowance with the new assignment for the remainder of his or her five year term. The expectation is that the employee will still contribute in a leadership capacity within the new assignment. The future assignment for the principal of this particular school is not be known at this time of the study.

Appendix A

Grades - Enrollment	K	1	2	Total
2015-16				
Burton Elementary School	11	19	18	48
Assiniboine Avenue Elementary School	79	80	86	245
2016-17 Projections				
Burton Elementary School	11	11	19	41
Assiniboine Avenue Elementary School	70	79	80	229
2016-17 Projections - K-12 School				
Assiniboine Elementary Including Burton	81	90	99	270

8 Kindergarten Registrations for 16-17 as of Oct/15

40 Kindergarten Registrations for 16-17 as of Oct/15

	K-5 FTE	6-8 FTE	9-12 FTE	Admin	Guide	Res	Total FTE	Actl FTE	Fct Cpy	EA	LA	AA	Clean
2015-16													
	By Formula												
Burton Elementary School	3.30			0.17	0.10	0.27	3.84	4.00	57.1	2.00	0.07	1.00	Contract
Assiniboine Avenue Elementary School	14.30			0.89	0.49	1.36	17.04	17.30	64.8	9.00	0.31	1.00	Contract
2016-17 Projections													
Burton Elementary School	3.30			0.15	0.08	0.23	3.76		48.8	2.00	0.05	1.00	Contract
Assiniboine Avenue Elementary School	13.20			0.83	0.46	1.27	15.76		60.6	9.00	0.26	1.00	Contract
2016-17 Projections - K - 12 School													
Assiniboine Elementary Including Burton	15.40			0.98	0.54	1.50	18.42		71.4	11.00	0.31	1.00	Contract

- FTE = Full Time Equivalent
- Admin = Administration
- Guide = Guidance
- Res = Resource
- Actl FTE = Actual FTE Assigned
- Fct Cpy = Functional Capacity
- EA = Educational Assistant
- LA = Library Assistant
- AA = Administrative Assistant
- Clean = Cleaning Staff

11 is a revised K projection based on registrations and historical trends

70 is a K projection based on registrations and historical trends

Slightly topped up from formula for LA

Estimated Cost Summary Based on Scenarios

2015-16

School	Budget Costs	Facilities Costs	TOTAL
Burton Elementary	8,609.65	39,603.00	48,212.65
Assiniboine Elementary	29,735.34	134,516.00	164,251.34
TOTAL	38,344.99	174,119.00	212,463.99

2016-17 Scenario - Status Quo

School	Budget Costs	Facilities Costs	TOTAL
Burton Elementary	8,394.41	40,561.00	48,955.41
Assiniboine Elementary	30,039.55	135,340.00	165,379.55
TOTAL	38,433.96	175,901.00	214,334.96

2016-17 Scenario - K-2 at Assiniboine

School	Budget Costs	Facilities Costs	TOTAL
Burton/Assiniboine combined	37,676.16	138,610.00	176,286.16
TOTAL	37,676.16	138,610.00	176,286.16

School Budget and Facilities Cost Scenarios

2015-16 Budget

School	Instructional P71100	Administration P72100	Co-Extra Trip P75200	PSSC P76100	Healthy Minds P73114	Total
Burton Elementary	6,069.57	1,497.69	315.30	179.99	547.10	8,609.65
Assiniboine Elementary	20,666.23	5,099.46	1,073.57	716.93	2,179.15	29,735.34

2016-17 Budget Scenario - Status Quo

School	Instructional P71100	Administration P72100	Co-Extra Trip P75200	PSSC P76100	Healthy Minds P73114	Total
Burton Elementary	6,002.54	1,481.15	311.82	148.87	450.03	8,394.41
Assiniboine Elementary	20,776.64	5,126.70	1,079.31	759.87	2,297.03	30,039.55

2016-17 Budget Scenario - K-2 at Assiniboine

School	Instructional P71100	Administration P72100	Co-Extra Trip P75200	PSSC P76100	Healthy Minds P73114	Total
Burton/Assiniboine combined	26,195.67	6,463.87	1,360.81	908.75	2,747.06	37,676.16

2015-16 Facilities Costs Estimates

School	Contracted Cleaning	Electricity	Water & Sewer	Garbage Removal	Ground Maintenance	Heating Fuel	Natural Gas	Cleaning Supplies	Minor Repairs	Total
Burton Elementary	16,679.00	4,502.00	-	324.00	3,317.00	11,388.00	-	121.00	3,272.00	39,603.00
Assiniboine Elementary	63,092.00	15,232.00	1,539.00	1,708.00	7,702.00	-	40,308.00	1,320.00	3,615.00	134,516.00

2016-17 Facilities Costs Estimates-Scenario - Status Quo

School	Contracted Cleaning	Electricity	Water & Sewer	Garbage Removal	Ground Maintenance	Heating Fuel	Natural Gas	Cleaning Supplies	Minor Repairs	Total
Burton Elementary	17,000.00	4,500.00	-	324.00	3,317.00	12,000.00	-	120.00	3,300.00	40,561.00
Assiniboine Elementary	63,500.00	15,500.00	1,600.00	1,708.00	7,702.00	-	40,300.00	1,330.00	3,700.00	135,340.00

2016-17 Facilities Costs Estimates-Scenario - K-2 at Assiniboine

School	Contracted Cleaning	Electricity	Water & Sewer	Garbage Removal	Ground Maintenance	Heating Fuel	Natural Gas	Cleaning Supplies	Minor Repairs	Total
Burton/Assiniboine combined	65,000.00	16,000.00	1,700.00	1,708.00	7,702.00	-	41,000.00	1,500.00	4,000.00	138,610.00