



Manitoba

Education and Training

Schools' Finance Branch
511-1181 Portage Avenue
Winnipeg, Manitoba
R3G 0T3

KELSEY SCHOOL DIVISION

P.O. BOX 4700

THE PAS, MANITOBA R9A 1R4

FRAME BUDGET

FOR THE FISCAL YEAR ENDING JUNE 30, 2020

EXPENSE DEFINITIONS

Operating Fund - consists of the nine functions defined below:

Function 100 - Regular Instruction - Consists of costs related directly to the K - 12 classroom, e.g. teachers, educational assistants, textbooks (incl. e-books), related supplies, services, and equipment such as desks, chairs, tables, audio visual equipment and computers. Includes costs related to Gifted students, International Baccalaureate, Advanced Placement, university offered and correspondence courses, and enrichment activities that are generalized in nature. Also includes school based administration costs including principals, vice-principals, and support staff. Summer school costs are recorded here.

Function 200 - Student Support Services - Consists of costs specifically related to students who have exceptional learning needs, as well as counselling and guidance and resource costs for all students. Students with exceptional learning needs are students who have physical, cognitive, sensory or emotional/behavioural disabilities. Costs include special education and resource teachers, special needs educational assistants, counsellors, clinicians, and related and appropriate services (e.g. occupational therapists), supplies, textbooks, materials, equipment and software. Special education co-ordinators or student services administrators and clerical staff are also included.

Function 300 - Adult Learning Centres - Consists of costs related to Adult Learning Centres (ALC) owned and operated by school divisions. ALC's offer adult centred programs in which adult education principles and practices are applied to curriculum and program delivery. Does not include costs associated with adults in the regular classroom. Also, does not include costs associated with ALC's that are governed by their own board of directors.

Function 400 - Community Education and Services - Consists of costs related to providing services (such as community use of facilities and gym rentals) and non-credit courses to community groups and individuals. Includes pre-kindergarten education.

Function 500 - Divisional Administration - Consists of costs related to the administration of the school division including the board of trustees and the superintendent's and secretary-treasurer's departments.

Function 600 - Instructional and Other Support Services - Consists of costs related to support services for students, teaching staff, and the educational process, such as libraries/media centres, professional development ,and curriculum consulting and development.

Function 700 - Transportation of Pupils - Consists of all costs, including supervisory and clerical personnel, related to the transportation of pupils. Does not include the purchase of school buses over \$20,000 per unit as they are recorded in the capital fund.

Function 800 - Operations and Maintenance - Consists of all costs, including supervisory and clerical personnel, related to the upkeep, maintenance and minor repair of all school division buildings and grounds. Includes utilities, taxes, insurance and supplies. Does not include capital costs.

Function 900 - Fiscal - Consists of short-term loan interest, bank charges and the Health and Education Levy.

Note: Capital costs are not included in Operating Fund functions.

TABLE OF CONTENTS
2019/20 FRAME BUDGET

	PAGE
EXPENDITURE DEFINITIONS	i
OPERATING FUND	
SCHEDULE OF REVENUE AND EXPENSES	1
REVENUE DETAIL: PROVINCE OF MANITOBA	2 - 3
REVENUE DETAIL: NON-PROVINCIAL GOVERNMENT SOURCES	4
EXPENSES BY FUNCTION AND BY OBJECT	5
EXPENSE DETAIL	
- Function 100: Regular instruction	6
- Function 200: Student Support Services	7
- Function 300: Adult Learning Centres	8
- Function 400: Community Education and Services	9
- Function 500: Divisional Administration	10
- Function 600: Instructional and Other Support Services	11
- Function 700: Transportation of Pupils	12
- Function 800: Operations and Maintenance	13
DETAIL OF TRANSFERS TO (FROM) CAPITAL FUND	14
STUDENT ENROLMENTS (FRAME) AND TRANSPORTATION STATISTICS	15
FULL TIME EQUIVALENT PERSONNEL	16
CACULATION OF ADMINISTRATION COSTS	17
CALCULATION OF ALLOWABLE AND UNSUPPORTED EXPENSES	18 - 20

**OPERATING FUND
SCHEDULE OF REVENUE AND EXPENSES**

Budget for the Year Ending June 30, 2020

Revenue	
Provincial Government	16,795,478
Federal Government	26,000
Municipal Government - Property Tax	3,218,684
- Other	-
Other School Divisions	10,000
First Nations	20,000
Private Organizations and Individuals	66,500
Other Sources	-
	<u>20,136,662</u>
Expenses	
Regular Instruction	10,738,176
Student Support Services	4,111,365
Adult Learning Centres	560,185
Community Education and Services	87,890
Divisional Administration	877,355
Instructional and Other Support Services	513,693
Transportation of Pupils	652,934
Operations and Maintenance	2,668,064
Fiscal	360,000
	<u>20,569,662</u>
Current Year Operating Surplus (Deficit)	(433,000)
Net Transfers from (to) Capital Fund	<u>(45,000)</u>
Net Current Year Surplus (Deficit)	(478,000)

**OPERATING FUND - REVENUE DETAIL
PROVINCE OF MANITOBA**

Budget for the Year Ending June 30, 2020

Funding of Schools Program

Base Support	2,785,671
Instructional	25,643
Additional Instructional Support for Small Schools	86,736
Sparsity	89,627
Curricular Materials	132,995
Information Technology	491,831
Library Services	119,985
Student Services	73,726
Counselling and Guidance	27,750
Professional Development	918,270
Physical Education	4,752,234
Occupancy	<u> </u>
Categorical Support	297,788
Transportation	-
Board and Room	-
Special Needs: Coordinator/Clinician	185,037
Special Needs: Level 2	491,150
Special Needs: Level 3	266,238
Senior Years Technology Education	71,665
English as an Additional Language	12,850
Indigenous Academic Achievement (included BSSIP)	171,000
Indigenous and International Languages	-
French Language Education	41,576
Small Schools	14,569
Enrolment Change	65,745
Northern Allowance	988,552
Early Childhood Development Initiative	25,993
Literacy and Numeracy	115,648
Education for Sustainable Development	3,500
Equalization	<u>2,751,311</u>
Additional Equalization	5,544,995
Formula Guarantee	970,692
Other Program Support	-
School Buildings Support: "D" Projects	57,540
Technology Education Equipment Replacement	20,500
Skills Strategy Equipment Enhancement	-
Other Minor Capital Support	-
Prior Year Support	-
Curricular Materials	-
School Buildings Support: "D" Projects	-
Technology Education Equipment	<u>78,040</u>
	<u>14,097,272</u>

**OPERATING FUND - REVENUE DETAIL
NON-PROVINCIAL GOVERNMENT SOURCES**

Budget for the Year Ending June 30, 2020

Federal Government		
Tuition Fees		26,000
Transportation of Pupils		-
French Language Monitor		-
English as an Additional Language (Adults)		-
Other:		-
		-
		-
		26,000
Municipal Government		
Special Requirement	4,566,066	
Less: Education Property Tax Credit	(1,141,111)	
Less: Tax Incentive Grant	(206,271)	
Other:		3,218,684
		-
		3,218,684
Other School Divisions		
Tuition Fees		10,000
Transfer Fees		-
Residual Fees		-
Transportation of Pupils		-
Other:		-
		-
		10,000
First Nations		
Tuition Fees		20,000
Transportation of Pupils		-
Other:		-
		-
		20,000
Private Organizations and Individuals (Includes GBE's)		
Regular Tuition		-
International Tuition		-
Continuing Education		-
Other Tuition:		-
Food Service		-
Government Business Enterprises (GBE's)		-
Other:		-
		-
Parking (820)	11,500	
Building Rental (820)	55,000	
		-
		-
		66,500
Other Sources		
Interest		-
Donations		-
Other:		-
		-
		-
		-
		-
		-
		-
		-
		-
		-
		-
		-
		-
		0
TOTAL NON-PROVINCIAL GOVERNMENT REVENUE		<u><u>3,341,184</u></u>

OPERATING FUND - EXPENSE BY FUNCTION AND BY OBJECT

Budget for the Year Ending June 30, 2020

FUNCTION OBJECT	100	200	300	400	500	600	700	800	900	2020 TOTALS	2019 TOTALS
	Regular Instruction	Student Support Services	Adult Learning Centres	Community Education and Services	Divisional Administration	Instructional and Pupil Support Services	Transportation	Operations and Maintenance	Fiscal		
Salaries	9,481,740	3,449,540	510,150	81,035	480,400	243,100	317,200	1,263,900		15,827,065	16,181,297
Employees Benefits and Allowances	703,575	479,353	50,035	6,855	57,555	30,150	49,055	209,704		1,586,282	1,656,995
Services	94,200	123,460	-	-	306,400	198,593	95,450	943,460		1,761,563	1,700,639
Supplies, Materials and Minor Equipment	458,661	59,012	-	-	33,000	21,350	191,229	251,000		1,014,252	986,849
Short Term Loan Interest and Bank Charges									10,000	10,000	10,000
Bad Debt Expense									-	0	0
Transfers	0	0	0	0	0	20,500	0	0	(PAYROLL TAX) 350,000	370,500	367,500
TOTALS	10,738,176	4,111,365	560,185	87,890	877,355	513,693	652,934	2,668,064	360,000	20,569,662	20,903,280

OPERATING FUND - EXPENSE DETAIL: FUNCTION 100

Budget for the Year Ending June 30, 2020

REGULAR INSTRUCTION		10 ADMINISTRATION	SINGLE TRACK SCHOOLS *			80 DUAL TRACK SCHOOLS **	90 SENIOR YEARS TECHNOLOGY EDUCATION	TOTALS
			20 ENGLISH LANGUAGE	50 FRANÇAIS	70 FRENCH IMMERSION			
CODE	OBJECT \ PROGRAM							
3XX	SALARIES							
320	Executive, Managerial and Supervisory	742,650						742,650
330	Instructional - Teaching	0	4,079,544			4,017,921		8,097,465
350	Instructional - Other		5,625			57,000		62,625
360	Technical, Specialized and Service		0			0		0
370	Secretarial, Clerical and Other	403,000						403,000
390	Information Technology	176,000						176,000
	Total Salaries	1,321,650	4,085,169	0	0	4,074,921	0	9,481,740
4XX	EMPLOYEES BENEFITS AND ALLOWANCES	142,135	280,150			281,290		703,575
5-6XX	SERVICES							
510	Professional, Technical and Specialized	1,000						1,000
520	Communications	32,600						32,600
540	Travel and Meetings	4,900	1,500					6,400
560	Tuition							0
570	Printing and Binding		800			800		1,600
580	Insurance and Bond Premiums							0
590	Maintenance and Repair Services		23,500			15,500		39,000
610	Rentals		4,000					4,000
630	Advertising							0
640	Dues and Fees							0
650	Professional and Staff Development							0
680	Information Technology Services	5,500	1,700			2,400		9,600
	Total Services	44,000	31,500	0	0	18,700	0	94,200
7XX	SUPPLIES, MATERIALS & MINOR EQUIPMENT							
710	Supplies	12,500	112,412			50,425		175,337
740	Curricular and Media Materials		220,439			61,885		282,324
760	Minor Equipment	1,000						1,000
780	Information Technology Equipment							0
	Total Supplies, Materials & Minor Equipment	13,500	332,851	0	0	112,310	0	458,661
95X-99	TRANSFERS							
960	School Divisions							0
980	Organizations, Individuals and Other Entities							0
	Total Transfers	0	0	0	0	0	0	0
TOTALS		1,521,285	4,729,670	0	0	4,487,221	0	10,738,176

* 90% or more of enrolment is in one of the following instructional programs: English Language, Français, French Immersion.

** includes multi-track schools.

OPERATING FUND - EXPENSE DETAIL: FUNCTION 200

Budget for the Year Ending June 30, 2020

STUDENT SUPPORT SERVICES		10	30	40	50	60	70	
CODE	OBJECT \ PROGRAM	ADMINISTRATION /CO-ORDINATION	CLINICAL AND RELATED SERVICES	SPECIAL PLACEMENT	REGULAR PLACEMENT	RESOURCE SERVICES	COUNSELLING AND GUIDANCE	TOTALS
3XX SALARIES								
320	Executive, Managerial and Supervisory							0
330	Instructional - Teaching			471,150		944,190	514,900	1,930,240
350	Instructional - Other			298,500	694,000	284,900		1,277,400
360	Technical, Specialized and Service						33,400	33,400
370	Secretarial, Clerical and Other	25,000					8,500	33,500
380	Clinician		175,000					175,000
390	Information Technology							0
	Total Salaries	25,000	175,000	769,650	694,000	1,229,090	556,800	3,449,540
4XX EMPLOYEES BENEFITS AND ALLOWANCES		8,485	12,285	95,255	156,890	168,538	37,900	479,353
5-6XX SERVICES								
510	Professional, Technical and Specialized		100,000					100,000
520	Communications		2,000	2,400		1,500		5,900
540	Travel and Meetings					10,500		10,500
560	Tuition							0
570	Printing and Binding							0
580	Insurance and Bond Premiums							0
590	Maintenance and Repair Services			2,380				2,380
610	Rentals							0
630	Advertising							0
640	Dues and Fees							0
650	Professional and Staff Development							0
680	Information Technology Services			2,000			2,680	4,680
	Total Services	0	102,000	6,780	0	12,000	2,680	123,460
7XX SUPPLIES, MATERIALS & MINOR EQUIPMENT								
710	Supplies		5,500	9,672	2,550	10,295	15,145	43,162
740	Curricular and Media Materials			3,600	3,650	2,500	1,850	11,600
760	Minor Equipment			3,500			750	4,250
780	Information Technology Equipment							0
	Total Supplies, Materials & Minor Equipment	0	5,500	16,772	6,200	12,795	17,745	59,012
95X-99 TRANSFERS								
960	School Divisions							0
980	Organizations, Individuals and Other Entities							0
	Total Transfers	0	0	0	0			0
TOTALS		33,485	294,785	888,457	857,090	1,422,423	615,125	4,111,365

Budget for the Year Ending June 30, 2020

ADULT LEARNING CENTRES		10	20	
CODE	OBJECT \ PROGRAM	ADMINISTRATION AND OTHER	INSTRUCTION	TOTALS
3XX SALARIES				
320	Executive, Managerial and Supervisory	86,650		86,650
330	Instructional - Teaching		290,500	290,500
350	Instructional - Other		70,000	70,000
360	Technical, Specialized and Service			0
370	Secretarial, Clerical and Other	48,000	15,000	63,000
390	Information Technology			0
	Total Salaries	134,650	375,500	510,150
4XX EMPLOYEES BENEFITS AND ALLOWANCES				
		17,752	32,283	50,035
5-6XX SERVICES				
510	Professional, Technical and Specialized			0
520	Communications			0
530	Utility Services			0
540	Travel and Meetings			0
560	Tuition			0
570	Printing and Binding			0
580	Insurance and Bond Premiums			0
590	Maintenance and Repair Services			0
610	Rentals			0
620	Property Taxes			0
630	Advertising			0
640	Dues and Fees			0
650	Professional and Staff Development			0
680	Information Technology Services			0
	Total Services	0	0	0
7XX SUPPLIES, MATERIALS & MINOR EQUIPMENT				
710	Supplies			0
740	Curricular and Media Materials			0
760	Minor Equipment			0
780	Information Technology Equipment			0
	Total Supplies, Materials & Minor Equipment	0	0	0
95X-99 TRANSFERS				
960	School Divisions			0
980	Organizations, Individuals and Other Entities			0
999	Recharge			0
	Total Transfers	0	0	0
TOTALS		152,402	407,783	560,185

OPERATING FUND - EXPENSE DETAIL: FUNCTION 400

Budget for the Year Ending June 30, 2020

COMMUNITY EDUCATION AND SERVICES		10	20	30	40	
CODE	OBJECT \ PROGRAM	CONTINUING EDUCATION	ENGLISH AS AN ADDITIONAL LANGUAGE FOR ADULTS	COMMUNITY SERVICES AND RECREATION	PRE-KINDERGARTEN EDUCATION	TOTALS
3XX	SALARIES					
320	Executive, Managerial and Supervisory					0
330	Instructional - Teaching					0
350	Instructional - Other					0
360	Technical, Specialized and Service			56,035		56,035
370	Secretarial, Clerical and Other			25,000		25,000
380	Clinician					0
390	Information Technology					0
	Total Salaries	0	0	81,035	0	81,035
4XX	EMPLOYEES BENEFITS AND ALLOWANCES			6,855		6,855
5-6XX	SERVICES					
510	Professional, Technical and Specialized					0
520	Communications					0
540	Travel and Meetings					0
570	Printing and Binding					0
580	Insurance and Bond Premiums					0
590	Maintenance and Repair Services					0
610	Rentals					0
630	Advertising					0
640	Dues and Fees					0
650	Professional and Staff Development					0
680	Information Technology Services					0
	Total Services	0	0	0	0	0
7XX	SUPPLIES, MATERIALS & MINOR EQUIPMENT					
710	Supplies					0
740	Curricular and Media Materials					0
760	Minor Equipment					0
780	Information Technology Equipment					0
	Total Supplies, Materials & Minor Equipment	0	0	0	0	0
95X-99	TRANSFERS					
980	Organizations, Individuals and Other Entities					0
999	Recharge					0
	Total Transfers	0	0	0	0	0
TOTALS		0	0	87,890	0	87,890

OPERATING FUND - EXPENSE DETAIL: FUNCTION 500
Budget for the Year Ending June 30, 2020

DIVISIONAL ADMINISTRATION		10	20	30	50	
		BOARD OF TRUSTEES	INSTRUCTIONAL MANAGEMENT & ADMINISTRATION	BUSINESS AND ADMINISTRATIVE SERVICES	MANAGEMENT INFORMATION SERVICES	TOTALS
CODE	OBJECT \ PROGRAM					
3XX SALARIES						
310	Trustees Remuneration	57,500				57,500
320	Executive, Managerial and Supervisory		113,900	104,000		217,900
360	Technical, Specialized and Service					0
370	Secretarial, Clerical and Other	10,000		195,000		205,000
390	Information Technology					0
	Total Salaries	67,500	113,900	299,000	0	480,400
4XX EMPLOYEES BENEFITS AND ALLOWANCES		110	5,220	52,225		57,555
5-6XX SERVICES						
510	Professional, Technical and Specialized			46,500		46,500
520	Communications	600	1,300	15,000		16,900
540	Travel and Meetings	2,500	4,500	22,000		29,000
570	Printing and Binding			2,000		2,000
580	Insurance and Bond Premiums			33,000		33,000
590	Maintenance and Repair Services					0
610	Rentals					0
630	Advertising			18,300		18,300
640	Dues and Fees	35,500	6,500	4,200		46,200
650	Professional and Staff Development	13,500	7,500	11,000		32,000
680	Information Technology Services			7,500	75,000	82,500
	Total Services	52,100	19,800	159,500	75,000	306,400
7XX SUPPLIES, MATERIALS & MINOR EQUIPMENT						
710	Supplies	5,000		22,500		27,500
740	Curricular and Media Materials					0
760	Minor Equipment			5,500		5,500
780	Information Technology Equipment					0
	Total Supplies, Materials & Minor Equipment	5,000	0	28,000	0	33,000
95X-99 TRANSFERS						
960	School Divisions					0
980	Organizations, Individuals and Other Entities					0
999	Recharge					0
	Total Transfers	0	0	0		0
TOTALS		124,710	138,920	538,725	75,000	877,355

OPERATING FUND - EXPENSE DETAIL: FUNCTION 600

Budget for the Year Ending June 30, 2020

INSTRUCTIONAL AND OTHER SUPPORT SERVICES		05	10	20	30	80	
CODE OBJECT \ PROGRAM		CURRICULUM CONSULTING & DEVELOPMENT ADMINISTRATION	CURRICULUM CONSULTING & DEVELOPMENT	LIBRARY / MEDIA CENTRE	PROFESSIONAL AND STAFF DEVELOPMENT	OTHER	TOTALS
3XX SALARIES							
320	Executive, Managerial and Supervisory	23,000	65,300				88,300
330	Instructional - Teaching						0
350	Instructional - Other						0
360	Technical, Specialized and Service			154,800			154,800
370	Secretarial, Clerical and Other						0
390	Information Technology						0
Total Salaries		23,000	65,300	154,800	0	0	243,100
4XX EMPLOYEES BENEFITS AND ALLOWANCES		815	4,420	24,915			30,150
5-6XX SERVICES							
510	Professional, Technical and Specialized						0
520	Communications						0
540	Travel and Meetings						0
560	Tuition						0
570	Printing and Binding						0
580	Insurance and Bond Premiums						0
590	Maintenance and Repair Services						0
610	Rentals						0
630	Advertising						0
640	Dues and Fees						0
650	Professional and Staff Development				198,593		198,593
680	Information Technology Services						0
Total Services		0	0	0	198,593	0	198,593
7XX SUPPLIES, MATERIALS & MINOR EQUIPMENT							
710	Supplies			2,150		10,000	12,150
740	Curricular and Media Materials			8,200			8,200
760	Minor Equipment			500			500
780	Information Technology Equipment			500			500
Total Supplies, Materials & Minor Equipment		0	0	11,350	0	10,000	21,350
95X-99 TRANSFERS							
960	School Divisions						0
980	Organizations, Individuals and Other Entities					20,500	20,500
Total Transfers						20,500	20,500
TOTALS		23,815	69,720	191,065	198,593	30,500	513,693

OPERATING FUND - EXPENSE DETAIL: FUNCTION 700

Budget for the Year Ending June 30, 2020

TRANSPORTATION OF PUPILS		10	20	70	80	90	
CODE	OBJECT \ PROGRAM	ADMINISTRATION	REGULAR	ALLOWANCES IN LIEU OF TRANSPORTATION	BOARDING OF STUDENTS/ DORMITORIES	FIELD TRIPS AND OTHER	TOTALS
3XX	SALARIES						
320	Executive, Managerial and Supervisory	45,600					45,600
350	Instructional - Other						0
360	Technical, Specialized and Service		236,000				236,000
370	Secretarial, Clerical and Other	35,600					35,600
390	Information Technology						0
	Total Salaries	81,200	236,000		0	0	317,200
4XX	EMPLOYEES BENEFITS AND ALLOWANCES	14,335	34,720				49,055
5-6XX	SERVICES						
510	Professional, Technical and Specialized						0
520	Communications		8,000				8,000
540	Travel and Meetings						0
570	Printing and Binding						0
550	Transportation of Pupils			15,000		55,950	70,950
580	Insurance and Bond Premiums		8,000				8,000
590	Maintenance and Repair Services						0
610	Rentals						0
630	Advertising						0
640	Dues and Fees	300					300
650	Professional and Staff Development	3,200	5,000				8,200
680	Information Technology Services						0
	Total Services	3,500	21,000	15,000	0	55,950	95,450
7XX	SUPPLIES, MATERIALS & MINOR EQUIPMENT						
710	Supplies	800	185,929				186,729
740	Curricular and Media Materials						0
760	Minor Equipment		2,500				2,500
780	Information Technology Equipment		2,000				2,000
	Total Supplies, Materials & Minor Equipment	800	190,429		0	0	191,229
95X-99	TRANSFERS						
960	School Divisions						0
980	Organizations, Individuals and Other Entities						0
999	Recharge						0
	Total Transfers	0	0	0	0	0	0
TOTALS		99,835	482,149	15,000	0	55,950	652,934

OPERATING FUND - EXPENSE DETAIL: FUNCTION 800

Budget for the Year Ending June 30, 2020

OPERATIONS AND MAINTENANCE		10	20	50	70	80	
CODE	OBJECT \ PROGRAM	ADMINISTRATION	SCHOOL BUILDINGS MAINTENANCE	SCHOOL BUILDINGS REPAIRS AND REPLACEMENTS	OTHER BUILDINGS	GROUND	TOTALS
3XX	SALARIES						
320	Executive, Managerial and Supervisory	45,600					45,600
360	Technical, Specialized and Service		1,182,000		8,300		1,190,300
370	Secretarial, Clerical and Other	28,000	0				28,000
390	Information Technology						0
	Total Salaries	73,600	1,182,000	0	8,300	0	1,263,900
4XX	EMPLOYEES BENEFITS AND ALLOWANCES	13,530	195,169		1,005		209,704
5-6XX	SERVICES						
510	Professional, Technical and Specialized						0
520	Communications		26,700				26,700
530	Utility Services		431,500		33,000		464,500
540	Travel and Meetings	3,500					3,500
570	Printing and Binding						0
580	Insurance and Bond Premiums		170,000				170,000
590	Maintenance and Repair Services			150,000	6,000	30,000	186,000
610	Rentals		35,000				35,000
620	Property Taxes		37,500		14,000		51,500
630	Advertising						0
640	Dues and Fees	260					260
650	Professional and Staff Development	3,500	2,500				6,000
680	Information Technology Services						0
	Total Services	7,260	703,200	150,000	53,000	30,000	943,460
7XX	SUPPLIES, MATERIALS & MINOR EQUIPMENT						
710	Supplies	500	238,500				239,000
740	Curricular and Media Materials						0
760	Minor Equipment		12,000				12,000
780	Information Technology Equipment						0
	Total Supplies, Materials & Minor Equipment	500	250,500	0	0	0	251,000
960	School Divisions						
999	Recharge						0
TOTALS		94,890	2,330,869	150,000	62,305	30,000	2,668,064

STUDENT ENROLMENTS (FRAME) AND TRANSPORTATION STATISTICS

ENROLMENTS BY PROGRAM	Estimated F.T.E. Enrollment September 30, 2019
REGULAR INSTRUCTION	812.7
English Language - Single Track	-
Francais - Single Track	-
French Immersion - Single Track	
Dual Track	
- English Language	481.0
- Francais	-
- French Immersion	133.5
- Other Bilingual	-
Senior Years Technology Education	614.5
	<hr/>
	<u>1,427.2</u>

TRANSPORTATION OF PUPILS	
TRANSPORTED STUDENTS (September 30)	400
TOTAL KILOMETERS - LOG BOOK (For the period ended June 30)	185,469
TOTAL KILOMETERS - BUS ROUTES (For the period ended June 30)	155,588
LOADED KILOMETERS (For the period ended June 30)	96,224

FULL TIME EQUIVALENT PERSONNEL EMPLOYED

For the 2019/20 Fiscal Year

CODE	OBJECT \ FUNCTION	FUNCTION 100	FUNCTION 200	FUNCTION 300	FUNCTION 400	FUNCTION 500	FUNCTION 600	FUNCTION 700	FUNCTION 800	TOTALS
320	Executive, Managerial, and Supervisory	6.85		0.75		1.85	0.75	0.50	0.50	11.20
330	Instructional - Teaching	92.50	25.00	2.75						120.25
350	Instructional - Other	2.00	48.50	2.00						52.50
360	Technical, Specialized and Service		1.00				4.00	9.00	20.00	34.00
370	Secretarial, Clerical and Other	9.50	0.50	1.25	0.50	4.00		0.50	0.50	16.75
380	Clinician		3.00							3.00
390	Information Technology	2.00								2.00
TOTALS (excluding Trustees)		112.85	78.00	6.75	0.50	5.85	4.75	10.00	21.00	239.70
510 Clinicians contracted/outsourced/private or employed by other divisions on a Full Time Equivalent basis			1.00							
310 TRUSTEES										7.00

**CALCULATION OF ADMINISTRATION COSTS
AS A PERCENTAGE OF TOTAL EXPENSES**

Administration Costs		
Divisional Administration, Function 500	877,355	
Less: Liability Insurance	33,000	
Administration portion of self-funded expenses (see below)	0 *	
Trustee election costs	10,000	
	<u>834,355</u>	(A)
Expense Base		
Total Operating Expenses	20,569,662	
Plus: Transfers to Capital	45,000	
Less: Adult Learning Centres, Function 300	560,185	
	<u>20,054,477</u>	(B)
Percentage (A) / (B)	4.16%	
% Increase in 2019/20 Special Requirement	2.00%	Limit Met
Maximum Allowable Percentage	4.25%	
Special Requirement Limit		Exceeded
If FTE Enrolment is 5,000 or over	2.70%	2.40%
If FTE Enrolment is 1,000 or less	3.53%	3.42%
If FTE enrolment is between 1,000 and 5,000	3.47%	3.36%
Northern Division	4.25%	4.25%
If FTE enrolment is between 1,000 and 5,000:		
2% Special Requirement limit met - To a maximum of 3.53%	2.94% + (5,000 - enrolment) x 0.0001475%	
2% Special Requirement limit exceeded - To a maximum of 3.42%	2.85% + (5,000 - enrolment) x 0.0001425%	

Self-Funded Expenses (fully offset by incremental revenues):

Foreign Student Programs		
Expenses ⁽¹⁾		
Instructional	-	*
Administration (deducted above)	-	*
Other:	-	
	<u>0</u>	
Associated Revenue ⁽²⁾	-	
Self-Administered Pension Plans		
Expenses ⁽¹⁾		
Administration (deducted above)	-	*
Other:	-	
	<u>0</u>	
Associated Revenue ⁽²⁾	-	

(1) Incremental costs of the program.

(2) Tuition fees from foreign students or the pension plan administration fee.

CALCULATION OF ALLOWABLE AND UNSUPPORTED EXPENSES

CALCULATION OF ALLOWABLE EXPENSES			REDUCTIONS TO EXPENSES					ALLOWABLE EXPENSES
FUNCTION / PROGRAM	TOTAL EXPENSES	ADJUSTMENTS TO EXPENSES	CATEGORICAL SUPPORT	OTHER PROGRAM SUPPORT	OTHER PROVINCIAL GOVERNMENT REVENUE	NON-PROVINCIAL SOURCES		
						TUITION, TRANSFER AND RESIDUAL FEES	OTHER	
			<<<<< (from Appendix A) >>>>>			<<<<< (from Appendix B) >>>>>		
210 - 260 Student Support Services	3,496,240	0	942,425	0	137,306	26,979	0	2,389,530
270 Counselling and Guidance	615,125	0	0	0	24,157	4,746	0	586,222
300 Adult Learning Centres	560,185				560,185	0	0	
400 Community Education and Services	87,890		0	0	3,452	679	0	
620 Library / Media Centre	191,065	0	0	0	7,504	1,475	0	182,086
630 Professional and Staff Development	198,593	0	0	0	7,799	1,532	0	189,262
800 Operations and Maintenance	2,668,064	25,000	0	57,540	104,782	20,589	66,500	2,443,653
ALLOCATED ADJUSTMENTS/REDUCTIONS		25,000	942,425	57,540	845,185	56,000	66,500	
UNALLOCATED ADJUSTMENTS/REDUCTIONS		20,000	1,808,886	20,500	505,639	0	0	(1)
TOTALS	7,817,162	45,000	2,751,311	78,040	1,350,824	56,000	66,500	5,790,753

OTHER FUNCTION/PROGRAMS EXPENSES	12,752,500
TOTAL EXPENSES	20,569,662

CALCULATION OF UNSUPPORTED EXPENSES	
OTHER FUNCTION/PROGRAMS EXPENSES	12,752,500
TOTAL ALLOWABLE EXPENSES	5,790,753
TOTAL UNALLOCATED ADJUSTMENTS/REDUCTIONS (1)	(2,315,025)
Base Support (from page 2)	(4,752,234)
Formula Guarantee (from page 2)	0
SCHOOL BUS AMORTIZATION (from F/S)	50,736
TOTAL UNSUPPORTED EXPENSES	11,526,730

