

# **Lethbridge School District No. 51**

## **Third Quarter Report**

May 31st

# **2018**

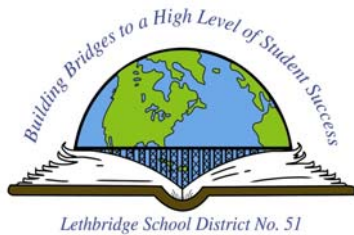
This document is Management's Discussion and Analysis of the Third Quarter for the period September 1, 2017 to May 31, 2018. *This financial information contained herein has not been audited.*

**Report to the  
Board of Trustees**  
June 26<sup>th</sup>, 2018



*Lethbridge School District No. 51*

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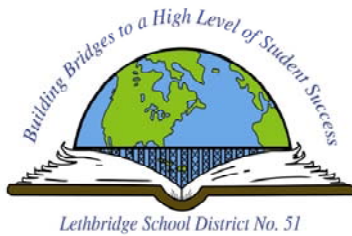


## **Lethbridge School District No. 51**

**Third Quarter Report  
September 1, 2017 to May 31<sup>st</sup>, 2018**

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## Lethbridge School District No. 51

### Management Discussion and Analysis Report Third Quarter Report

#### **Executive Summary**

Lethbridge School District No. 51 has a total budget of \$128.8 million (including use of reserves) and provides public education services to the citizens of the City of Lethbridge, Alberta, Canada.

The School District was established in 1886 and has proudly served our community for over 130 years. Lethbridge School District No. 51 serves over 11,274 students from early education (pre-school) to grade twelve. The District provides high quality learning experiences for students through a broad range of educational programs in twenty one schools and four institutional programs.

The District has experienced overall enrolment growth in 2017-2018 of 627 students (5.89 %) over 2016-2017 enrollment.

Lethbridge School District No. 51 believes in fiscal accountability and transparency through regular financial monitoring and reporting. Under *Policy 801.1 System Budgeting*, the Board directs that the expenditure of funds be within the guidelines established and be the responsibility of the designated District or school-based administrator. The executive summary presents highlights of the school district's financial operations for the period September 1, 2017 until May 31st, 2018 to provide fiscal accountability within the established guidelines.



Mike Mountain Horse Elementary School  
celebrates 30<sup>th</sup> anniversary



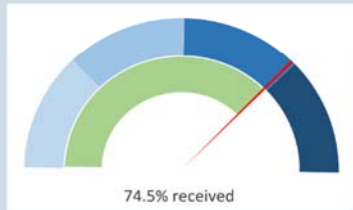
# MAY 2018 FINANCE AT A GLANCE

2017-2018 - Third Quarter Reporting - Sept 1/17 to May 31/18

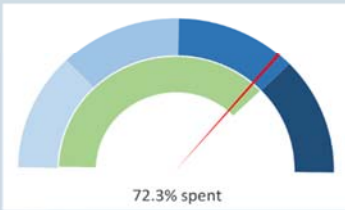
## Overview:

The following is an overview of the quarterly reporting on the operations of Lethbridge School District No. 51. This report is for the 3rd quarter of the year (up to May 31, 2018).

The graphs/charts compare the year-to-date amounts to the budget and it's forecast for the period. The forecast is the projected amount of the budget that typically incurs during the reporting period (based on normal timing of transactions).



Total Revenues



Total Expenditures

The blue half-circle represents the total budget for the year (divided into four quarters). The green section below represents the projected forecast of the budget. The red line indicates the total year-to-date amount recorded.

## DEPARTMENTS

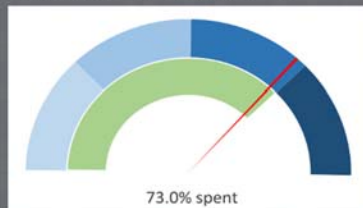
### Instruction - ECS



Budget: \$ 8,748,049  
Forecast: \$ 6,374,891 (72.9%)  
Year-to-date: \$ 6,260,324 (71.6%)



### Instruction - Grade 1 - 12



Budget: \$ 97,804,512  
Forecast: \$ 73,442,325 (75.1%)  
Year-to-date: \$ 71,416,866 (73.0%)



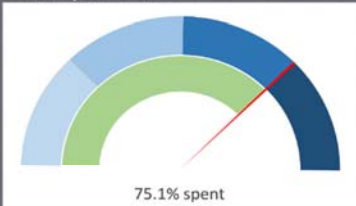
### Plant Operation & Maintenance



Budget: \$ 15,800,113  
Forecast: \$ 12,179,839 (77.1%)  
Year-to-date: \$ 10,573,391 (66.9%)



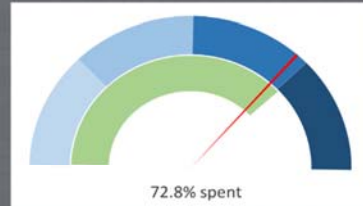
### Transportation



Budget: \$ 2,477,928  
Forecast: \$ 1,858,446 (75.0%)  
Year-to-date: \$ 1,861,069 (75.1%)



### Board & System Administration



Budget: \$ 4,165,355  
Forecast: \$ 3,162,067 (75.9%)  
Year-to-date: \$ 3,032,097 (72.8%)



### External Services (International Program)

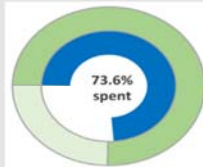


Budget: \$ 377,130  
Forecast: \$ 307,773 (81.6%)  
Year-to-date: \$ 368,886 (97.8%)



## Salaries, Benefits & Professional Development

For all the Departments

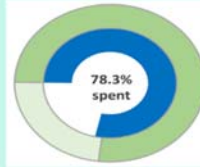


Budget: \$ 101,542,628  
Forecast: \$ 76,083,318 (74.9%)  
Year-to-date: \$ 74,690,705 (73.6%)



## Contracted Services

Audit/legal, Consulting, Utilities, Transportation, Maintenance, Safety/Wellness



Budget: \$ 6,990,113  
Forecast: \$ 5,358,728 (76.7%)  
Year-to-date: \$ 5,475,218 (78.3%)



## Other Services

Insurance, International Programs, Memberships, Printing/Rentals, Advertising



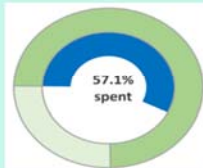
Budget: \$ 2,123,216  
Forecast: \$ 1,859,695 (87.6%)  
Year-to-date: \$ 1,938,153 (91.3%)



## TYPES OF EXPENSES

## Supplies

General supplies, Technology, Maintenance, Small Equipment

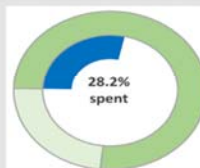


Budget: \$ 5,381,561  
Forecast: \$ 4,018,170 (74.4%)  
Year-to-date: \$ 3,086,005 (57.1%)



## Other Expenditures

Contingency, Travel, Car Allowances, Renovations

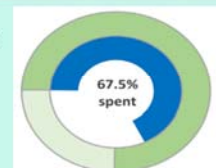


Budget: \$ 1,500,829  
Forecast: \$ 1,129,372 (76.4%)  
Year-to-date: \$ 416,371 (28.2%)



## Transfers, SGF, & Capital/IMR

Bank Charges, SGF Expenses, Amortization, IMR expenditures, Modular/Capital



Budget: \$ 12,057,741  
Forecast: \$ 9,043,306 (75.0%)  
Year-to-date: \$ 8,143,794 (67.5%)



For details on the above information and other financial reporting, please see the May 31, 2018 Quarterly Report.





### **Operations Overview**

As shown in the “Finance at a Glance” report, [Lethbridge School District No. 51](#) is operating financially as anticipated based on the approved budget and the forecasted budget for May 31<sup>st</sup>, 2018.



As shown in this report, all of the departments have kept their total expenditures within their forecasts. In relation to the types of expenses, all of the major types are also within their forecasts (other than Bank Charges & Transfers). The following is a brief analysis on the types of expenses:

- **Salaries, Benefits & Professional Development** are less than the forecasted budget. This is somewhat due to the actual average costs of teachers being slightly less than the budgeted average teaching costs. Overall, professional development is typically higher than the forecast in the 3<sup>rd</sup> quarter (forecasted at 75%) as for many schools/departments have a large portion of the professional development that occurs at the beginning portion of the school year.
- **Contracted Services** are greater than the forecasted budget. This is mostly due to that the maintenance projects have increased from projections, including the costs for the building maintenance for the schools and renovations at the Atwell Building. Increase from forecast is likely due to the timing of the maintenance projects.
- **Other Services** are greater than the forecasted budget. Within these other services, the homestay and recruitment costs of the international program are higher than budget (increased costs offset by increased related revenues), employee recognition events and poverty committee (funded by reserves) costs are higher than forecast. These increased costs are currently offset by reductions in other services such as the joint-use maintenance (still to receive invoices).
- **Supplies** are less than the forecasted budget. This is mostly due to that the technology supplies include the contribution to the upcoming evergreening cycle (which is transferred at the end of the year to the technology reserve account) and the supplies at the schools are less than forecast (or still to be invoiced).
- **Other Expenditures** are significantly less than the forecasted budget. This is due to a large portion relates to contingency accounts. These contingency accounts are typically only used if unexpected expenditures are incurred; otherwise, any unspent contingency funds are carried forward to the following budget year.
- **Transfers, SGF, & Capital/IMR** are less than the forecasted budget. This mostly relates to the IMR expenditures being less than the forecasted amount (due to timing of projects). These reduced costs are offset by increases in the forecasted SGF expenditures. The increases in the SGF expenditures would be offset by the increases in the SGF revenues (fees, donations, and fundraising).

## **Financial Position**

As at May 31, 2018 [Lethbridge School District No. 51](#) has total financial assets of \$24.70 million and liabilities of \$140.79 million for net financial debt of \$116.09 million. A net debt position is not necessarily an indication that a District is in financial difficulty.

Net financial debt includes \$131.38 million of deferred revenue related to the amortization of supported capital assets (Expended Deferred Capital Revenue), which will be amortized into revenues in subsequent years to offset the amortization cost of supported capital assets. Supported Capital Assets are those assets that have been funded by the Province of Alberta.

Before consideration of Expended Deferred Capital Revenue, the District had Net Assets of \$15.3 million. Of this \$15.3 million, \$12.2 million is in operating reserves which have been restricted for future use with the majority related to instructional programming and school generated activities. Net financial assets also relate to \$836,700 of unrestricted reserves, \$2.15 million of capital reserves and \$320,000 of endowment funds.

There is \$137.23 million of non-financial assets (tangible capital assets, other non-financial assets and prepaid expenses) which is represented mostly by Deferred Expended Capital Revenue of \$131.38 million as explained above, the District's investment in capital assets of \$5.65 million, prepaid expenses, and other non- financial assets.

Together the Net Financial Debt (Financial Assets less Liabilities) plus Non-Financial Assets equal the total Accumulated Surplus of \$21.14 million. The chart below compares the financial position of May 31<sup>st</sup> with the prior year.



**Lethbridge School District No. 51**  
**STATEMENT OF FINANCIAL POSITION**  
As at May 31st, 2018

	May 31st, 2018	May 31st, 2017
<b>FINANCIAL ASSETS</b>		
Cash and cash equivalents	\$21,089,862	\$19,811,009
Accounts receivable (net after allowances)	\$3,527,410	\$1,689,525
Portfolio investments	\$83,918	\$84,037
Other financial assets		
<b>Total financial assets</b>	<b>\$24,701,190</b>	<b>\$21,584,571</b>
<b>LIABILITIES</b>		
Bank indebtedness	\$0	\$0
Accounts payable and accrued liabilities	\$5,841,047	\$2,400,266
Deferred revenue	\$134,935,555	\$124,439,717
Employee future benefit liabilities	\$15,539	\$20,325
Other liabilities	\$0	\$0
Long term debt		
Supported: Debentures and other supported debt	\$0	\$119,413
Unsupported: Debentures and capital loans	\$0	\$0
Capital leases	\$0	\$0
Mortgages	\$0	\$0
<b>Total liabilities</b>	<b>\$140,792,141</b>	<b>\$126,979,721</b>
<b>Net Financial Assets (Net Debt)</b>	<b>(\$116,090,951)</b>	<b>(\$105,395,150)</b>
<b>NON-FINANCIAL ASSETS</b>		
Tangible Capital assets		
Land	\$1,715,118	\$1,715,118
Construction in progress	\$52,341,593	\$40,121,743
Buildings	\$136,043,458	
Less: Accumulated amortization	(\$56,492,757)	\$79,550,701
Equipment	\$6,708,041	
Less: Accumulated amortization	(\$4,286,120)	\$2,421,921
Vehicles	\$1,135,712	
Less: Accumulated amortization	(\$638,146)	\$497,566
Computer Equipment	\$697,297	
Less: Accumulated amortization	(\$428,417)	\$268,880
<b>Total tangible capital assets</b>	<b>\$136,795,779</b>	<b>\$125,627,508</b>
Prepaid Expenses	\$278,147	\$62,855
Other Non-Financial Assets	\$157,521	\$187,573
<b>Total non-financial assets</b>	<b>\$137,231,447</b>	<b>\$125,877,936</b>
<b>ACCUMULATED SURPLUS</b>		
Unrestricted Surplus	\$836,684	\$861,412
Operating reserves	\$12,176,502	\$11,716,573
<b>Accumulated Surplus from Operations</b>	<b>\$13,013,186</b>	<b>\$12,577,985</b>
Investment in capital assets	\$5,653,269	\$5,292,312
Capital reserves	\$2,154,167	\$2,292,615
Endowments	\$319,874	\$319,874
<b>Total Accumulated Surplus (Deficit)</b>	<b>\$21,140,496</b>	<b>\$20,482,786</b>

The statement above compares the Financial Position of the 3<sup>rd</sup> quarter of 2017/2018 to the 3<sup>rd</sup> quarter of the prior year for comparative purposes.

**Lethbridge School District No. 51**  
**Notes to the Statement of Financial Position**  
*As at May 31<sup>st</sup>, 2018*

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**FINANCIAL ASSETS:**

Financial assets consist of assets that are readily converted to cash.

**Cash and Cash Equivalents**

Cash at May 31<sup>st</sup>, 2018 includes deferred operating revenue, endowment funds, and Accumulated Surplus from Operations.

**Accounts Receivable**

Accounts receivable at May 31<sup>st</sup>, 2018 includes GST rebates receivable, capital contributions from the Province, and other miscellaneous funds owing to the District.

**Portfolio Investments**

Portfolio investments represent one-year term savings certificates held at the school level for school generated activities.

**Total Financial Assets of the District at May 31, 2018 are \$24.70 million dollars.**

LCI Arts Academy  
Dance Program  
"Inertia"



**FINANCIAL LIABILITIES:**

**Accounts Payable**

Accounts payable at May 31<sup>st</sup>, 2018 mostly includes payments for construction invoices/holdbacks, and employee benefits such as remittances to the Canada Revenue Agency, Local Authorities Pension Plan, and to the Alberta School Employee Benefit Plan.

**Deferred Revenue**

Included in Deferred Revenue is Unexpended Capital Revenue and Expended Capital Revenue. See the Statement of Capital Revenue.

Deferred revenue, excluding capital revenue noted above, is mainly unspent Infrastructure Maintenance and Renewal (IMR) grant funding. Funding is allocated to revenue as funds are expended. Deferred revenue also includes externally restricted School Generated Funds, such as student travel group deposits or school activity fees.



### **Employee Future Benefits**

Consists of benefits earned but not utilized that relate to banked time that will be utilized in a future period.

### **Debt**

Debt is debt supported by the Province of Alberta on school facilities. This debt was fully repaid during the 2<sup>nd</sup> quarter on 2017/2018.

**Total financial liabilities at May 31, 2018 are \$140.79 million.**

### **NET FINANCIAL ASSETS (DEBT):**

Net financial assets (debt), which is the funds available (owing) after discharging the District's financial obligations, is a **net debt position of \$116.09 million.**

A net debt position does not necessarily mean the District is in financial difficulty. Net financial debt includes \$131.38 million of deferred revenue related to supported capital from the Province of Alberta. These funds are related to the amortization of supported capital assets (Expended Deferred Capital Revenue), which will be amortized into revenues in subsequent years to offset the amortization cost of supported tangible capital assets. Supported tangible capital assets are those assets that have been funded by the Province of Alberta.

#### **As at May 31, 2018:**

Total Financial Assets	\$ 24.70 Million
Total Liabilities	140.79 Million
<b>Net Financial Assets (Debt)</b>	<b>\$ (116.09) Million</b>
Non-Financial Assets	137.23 Million
<b>Accumulated Surplus</b>	<b>\$ 21.14 Million</b>

Excluding \$131.38  
Million expended  
Deferred Capital

Results Net Asset  
\$15.3 Million

**Before consideration of Expended Deferred Capital Revenue, the District had Net Assets of \$15.3 million as at May 31<sup>st</sup>, 2018.**



Lethbridge Christian School's  
Sports Day

**NON-FINANCIAL ASSETS:**

Non-financial assets are tangible assets that are used in the operations of the district and are not readily converted to cash.

**Tangible Capital Assets**

Tangible capital assets include land, buildings, equipment and vehicles used in the operations of the District. These assets are amortized over their estimated useful lives to arrive at a net value of \$136.8 million as of May 31, 2018.

Capital activity during the period included construction costs associated with the construction of the Senator Joyce Fairbairn Middle School (West Lethbridge), final costs received for Coalbanks Elementary School and the Wilson Modernization project, and installation of modular structures at three (3) elementary schools. Since the beginning of the school year a total of \$6.8 million has been capitalized on these projects, the majority of the capital additions relates to the construction of the Senator Joyce Fairbairn Middle School.

**Senator Joyce Fairbairn  
Middle School**

*See our website for a Virtual Tour of the  
new middle school*

**Prepaid Expenses**

Prepaid expenses represent insurance, licenses, and materials that are for a subsequent fiscal period.

**Other Non- Financial Assets**

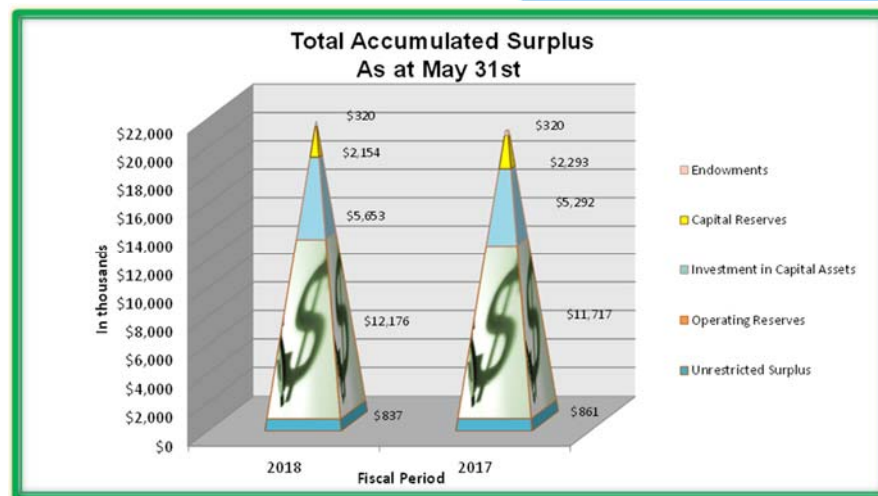
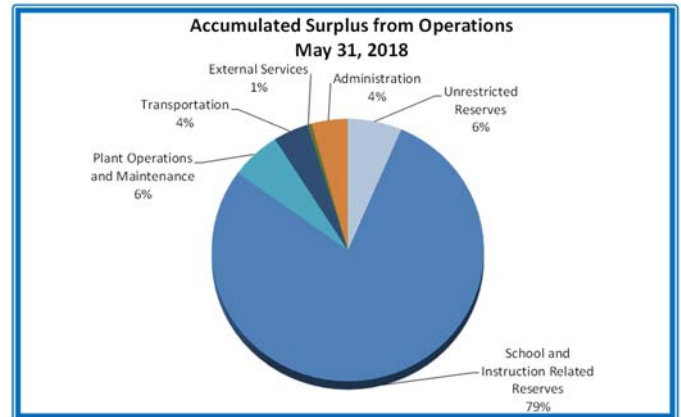
Other financial assets represent inventories of supplies and materials on hand to be used in a subsequent fiscal period.

**Total non-financial assets as of May 31st are \$137.23 million.**

### **ACCUMULATED SURPLUS:**

Accumulated surplus is represented by accumulated surplus from operations which is made up of unrestricted reserves and operating reserves. Also included in accumulated surplus are capital funds which include investment in capital assets and capital reserves. Funds held by the District, where the principal must be maintained permanently, called endowments, are also included in accumulated surplus.

The restricted operating reserves consist of 79% related to school and instruction reserves which includes reserves held at school sites for future operating expenditures, reserves for the future replacement of technology, reserves to be spent over the next three years for curriculum and system improvement, funds to support inclusive learning, funds to provide for the planning, programming and resources required for new school facilities, and unspent funds related to school generated activities.



Unrestricted surplus are funds that are not designated for a specific purpose and operating reserves are funds that have been designated for a specific program of the District.

Investment in capital assets represents the net book value of capital assets that have been paid from District revenues and are not supported by the Province or external contributions.

Capital reserves are funds that have been set aside for future replacement of District assets that are not supported by the Province or external contributions. The District contributes the budgeted amount of amortization on unsupported assets into the capital reserve fund, as per the approved budget, to fund future asset replacement.

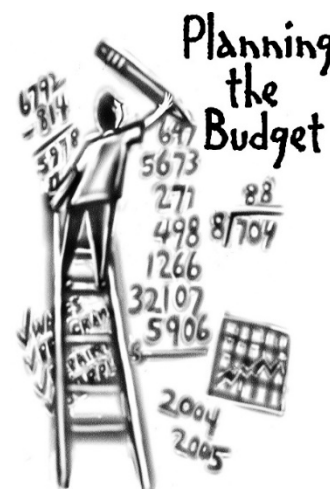
**The total accumulated surplus for the District which consists of both operating and capital funds is \$21.14 million. The total of net financial assets (debt) plus total non-financial assets equates to the total accumulated surplus at May 31<sup>st</sup>, 2018.**

## Operations

### Budget Update as of September 30<sup>th</sup>

The revised budget for the 2017-2018 school year reflects changes to the district budget as of September 30<sup>th</sup>, 2017, based on the additional information received since the preliminary budget.

Revenue in the revised budget increased by \$2,482,200 over preliminary budget projections developed in May 2017. This majority of increase is due to the increased student enrolment at September 30<sup>th</sup> of 104 students (0.93%) above preliminary projections and additional one-time Classroom Improvement Fund (CIF) grant of \$1,254,000. Subsequent to the approval of the September budget, it was also determined that the Program Unit Funding (PUF) program grant increased by \$813,195, the Transportation grant decreased by \$283,351, and the Lease Grant was added for \$509,582; these updates are include in the "September 30<sup>th</sup> operating budget".



An additional 19 full time equivalent teachers were hired as well as an additional 20 full time equivalent support staff positions in the revised budget. The majority of the increases in staffing related to the additional staffing component of the Classroom Improvement Fund (CIF).

In budget 2017-2018, \$3.35 million of one-time reserves will be utilized for various priorities including: the West Lethbridge Middle school start-up costs, an Elementary Literacy Assessment, staffing increases and school based priorities.

<b>Budget Adjustments:</b>	<b>Revenues</b>	<b>Expenses</b>
Approved Expenses - "September 30th Budget"	125,205,269	127,928,535
Capital Contributions		(222,999)
Contingency Expenses		565,196
Transfers to Reserves		62,930
<b>Total "September 30th "Expenses and Transfers</b>	<b>125,205,269</b>	<b>128,333,662</b>
 <i>Updates from Approved "September 30th Budget":</i>		
Increased PUF Grant/Expenditures	813,195	813,195
Reduced Transportation Grant/Expenditure	(283,351)	(283,351)
Lease Grant Received	509,582	509,582
<b>Updated Operating Budget</b>	<b>126,244,695</b>	<b>129,373,088</b>
Transfers from Reserves/Capital	3,351,392	222,999
	<b>129,596,087</b>	<b>129,596,087</b>

*The Budget Adjustments is a reconciliation from the approved September 30<sup>th</sup> budget to the Updated 2017/2018 Operating Budget.*



**Lethbridge School District No. 51**  
**STATEMENT OF OPERATIONS**  
For the nine months ended May 31st, 2018

	Budget Information		Forecast	Actual Results	Variances		Projection	
	Preliminary Budget 2017-2018 (May 2017)	"September 30th" budget 2017-2018 (Sept 30th 2017)			% Expended Revised Budget	% Expended Forecast to May 31st	August 31st Projection	Change from Updated Budget
REVENUES								
Alberta Education	\$115,955,687	\$118,478,558	\$89,368,501	\$88,033,688	74.30%	98.51%	\$118,549,385	\$70,827
Other - Government of Alberta	\$478,734	\$593,734	\$445,301	\$491,468	82.78%	110.37%	\$593,734	\$0
Federal Government and First Nations	\$268,928	\$268,128	\$263,128	\$369,597	137.84%	140.46%	\$369,597	\$101,469
Fees	\$1,880,049	\$1,874,026	\$1,665,116	\$1,574,121	84.00%	94.54%	\$1,874,026	\$0
Other sales and services	\$1,060,926	\$1,193,768	\$730,013	\$1,106,031	92.65%	151.51%	\$1,193,768	\$0
Investment income	\$193,000	\$193,000	\$144,750	\$190,247	98.57%	131.43%	\$253,663	\$60,663
Gifts and donations	\$390,000	\$390,000	\$292,500	\$436,847	112.01%	149.35%	\$390,000	\$0
Rental of facilities	\$34,704	\$34,704	\$26,028	\$25,712	74.09%	98.79%	\$34,704	\$0
Fundraising	\$2,461,000	\$2,461,000	\$1,845,750	\$1,855,220	75.38%	100.51%	\$2,461,000	\$0
Total Revenues	\$122,723,028	\$125,486,918	\$94,781,087	\$94,082,931	74.97%	99.26%	\$125,719,877	\$232,959
EXPENSES								
Instruction-Early Childhood Services	\$7,836,226	\$8,748,049	\$6,374,891	\$6,260,324	71.56%	98.20%	\$8,748,049	\$0
Instruction - Grades 1-12	\$93,914,522	\$97,804,512	\$73,442,325	\$71,416,866	73.02%	97.24%	\$95,700,468	(\$2,104,044)
Plant operations and maintenance	\$15,641,805	\$15,800,113	\$12,179,839	\$10,573,318	66.92%	86.81%	\$15,800,113	\$0
Transportation	\$2,774,000	\$2,477,928	\$1,858,446	\$1,861,069	75.11%	100.14%	\$2,477,928	\$0
Administration	\$4,054,544	\$4,165,355	\$3,162,067	\$3,032,171	72.80%	95.89%	\$4,165,355	\$0
External services [International Services]	\$253,000	\$377,130	\$307,773	\$368,886	97.81%	119.86%	\$377,130	\$0
Total Expenses	\$124,474,097	\$129,373,087	\$97,325,341	\$93,512,634	72.28%	96.08%	\$127,269,043	(\$2,104,044)
Operating surplus (deficit)								
Operating surplus (deficit)	(\$1,751,069)	(\$3,886,169)	(\$2,544,254)	\$570,297			(\$1,549,166)	
Accumulated Surplus from Operations beginning of Year	\$10,265,833	\$10,265,833	\$10,265,833	\$10,265,833			\$10,265,833	
Accumulated operating surplus (deficit) at end of period	\$8,514,764	\$6,379,664	\$7,721,579	\$10,836,130			\$8,716,667	
AOS as a % of budgeted expenditures	6.84%	4.93%	5.97%	8.38%			6.85%	

### **About The Statement**

The above statement includes four main areas:

- The first area highlighted in **GREEN** is budget Information. The first budget information is the preliminary budget that was approved by the Board of Trustees in May 2017. The second column of budget information is the budget that has been revised after September 30<sup>th</sup> enrolment counts and is used as the new operating budget for the fiscal year.
- The second area highlighted in **LIGHT GREEN** is the forecast. The majority of the revenues and expenditures are expected to be consistent throughout the year; therefore, 25% of the budget is forecasted for each quarter. There are some specific transactions that are done at specific times during the year; whereas, the following are some of the significant transactions that impact the forecast:
  - Contributions to the ATA professional development fund and to the Christian Societies (for maintenance costs). These are paid in the 1st quarter.
  - Insurance premiums and international program revenues/expenses are typically paid/received in the 1st quarter.
  - Billing for Kainai Board of Education students is done in the 1st and 3rd quarter.
- The third area highlighted in **BLUE** is the actual results for the period.
- The fourth area highlighted in **TAN** is the variance area. This area provides information on the percent received/expended as compared to the September 30<sup>th</sup> operating budget and the percent received/ expended as compared to the updated forecast information.
- The fifth area highlighted in **PURPLE** is the projection. This information is the projected revenues and expenditures to August 31<sup>st</sup>, 2018. The projection will be the expected yearend results based on the current financial information and will likely change each quarter on best estimates. Rationale will be provided when the August 31<sup>st</sup> projection has changed from the updated budget (if required).

### **OPERATION RESULTS:**

For the nine months ended May 31<sup>st</sup>, 2018, \$94.08 million of revenues have been recorded which is 74.97% of budget. Based on the forecasted timing of revenues received/recognized, it was forecasted that a total of \$94.78 million would have been received in the reporting period; whereas, the actuals were less than forecasted, specifically in the funding received from Alberta Education. The reduction in Alberta Education funding from actual is due to that the forecast are based on 25% per quarter; whereas, the actual funding received can vary between the different types of grants. Overall the revenues recorded are consistent with the forecasted budget as it accounts for 99.26% of the forecast.

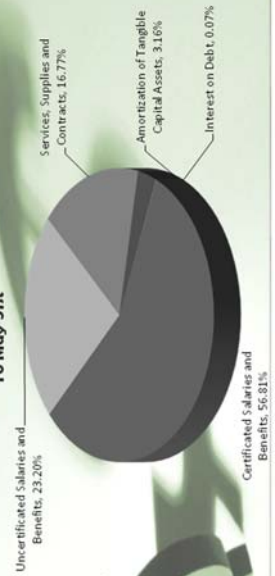
Expenditures are \$93.51 million as of May 31<sup>st</sup>, 2018 which is 72.28% of the budget. Based on the forecasted timing of expenditures being paid/recognized, it was forecasted that a total of \$97.33 million would have been incurred in the reporting period; whereas, the actuals were less than forecasted. Overall the expenditures recorded are consistent with the forecasted budget as it accounts for 96.08% of the forecast. This is also an indicator that the budgets are being carefully monitored throughout the district to ensure that the departments are not incurring cost overruns.

**Lethbridge School District No. 51**  
**Schedule of Program Operations**

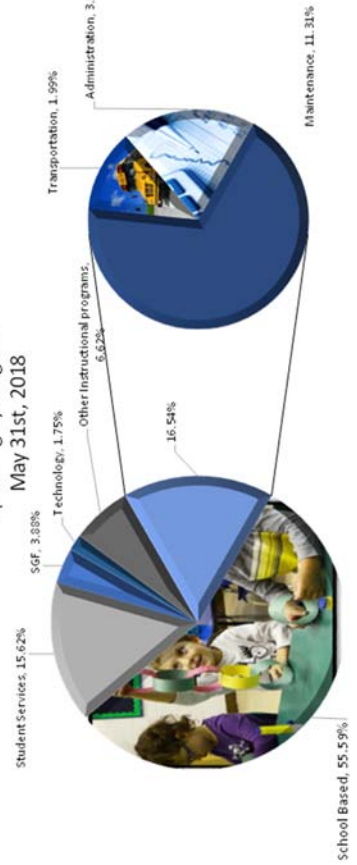
For the nine months ended May 31st, 2018

	Instruction (ECs)	Instruction (Grades 1-12)	Plant Operations and Maintenance	Transportation	Board & System Administration	External Services	TOTAL	TOTAL Budget	% Expended of Budget
<b>REVISED BUDGET 2017-2018 (September 30th)</b>	\$8,748,049	\$97,804,512	\$15,800,113	\$2,477,928	\$4,165,355	\$377,130	\$129,373,087		
<b>FORECAST - May 31st</b>	\$6,374,891	\$73,442,325	\$12,179,839	\$1,858,446	\$3,162,067	\$307,773	\$97,325,341		
<b>EXPENSES</b>									
Certificated salaries and benefits	\$2,296,882	\$50,125,416	\$0	\$0	\$625,425	\$64,378	\$53,111,901	\$78,564,161	67.60%
Non-certificated salaries and benefits	\$3,787,964	\$13,104,055	\$3,129,230	\$63,656	\$1,623,707	\$0	\$21,708,612	\$23,156,650	93.75%
<b>SUB - TOTAL</b>	\$6,084,846	\$63,229,471	\$3,129,230	\$63,656	\$2,249,132	\$64,378	\$74,820,513	\$101,720,811	73.55%
Services, contracts and supplies	\$175,678	\$7,677,262	\$5,041,405	\$1,787,872	\$690,869	\$304,508	\$15,677,614	\$23,710,048	66.12%
Amortization of capital assets	\$0	\$453,364	\$2,398,349	\$9,541	\$92,170	\$0	\$2,953,424	\$3,937,894	75.00%
Interest and charges	\$0	\$56,749	\$4,334	\$0	\$0	\$0	\$61,083	\$4,334	1409.39%
<b>TOTAL EXPENSES</b>	\$6,260,324	\$71,416,866	\$10,573,318	\$1,861,069	\$3,032,171	\$368,886	\$93,512,634	\$129,373,087	72.28%
<b>Total unexpended funds period to date</b>	\$2,487,725	\$26,387,646	\$5,226,795	\$616,859	\$1,133,184	\$8,244	\$35,860,453	\$129,373,087	27.72%
<b>% Expended of Budget</b>	71.56%	73.02%	66.92%	75.11%	72.80%	97.81%	<b>72.28%</b>		
<b>% Expended of projected</b>	98.20%	97.24%	86.81%	100.14%	95.89%	119.86%	<b>96.08%</b>		

**EXPENDITURES  
To May 31st**



**Spending by Program  
May 31st, 2018**



*Lethbridge School District No. 51*  
**Notes to the Statement of Operations**  
*For the nine months ended May 31st, 2018*

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**REVENUES:**

Revenues are reported by type for the District. For further information on types of revenues please see the Appendices for charts on these functional areas.

**Government of Alberta**

Government of Alberta (Alberta Education) funding represents approx. 94% of the District's total operating funding. Student enrolment is one of the largest factors in determining the funding. Based on the forecasts for the 3<sup>rd</sup> quarter, the District has received 98.51% of the forecasted funds received (or 74.30% of the total budget).

**Other Government of Alberta**

Other Government of Alberta Revenue includes interest on supported debenture debt, and grant funding for the Making Connections program.

**Federal Government and First Nations**

Represents amounts billed for tuition for students living on the Kainai reserve. Funds are as anticipated in the first and third quarter.

**Fees**

Reflects fees that are collected for optional programming fees, school generated activity fees, Preschool Fees and tuition for foreign students. Most school fees and tuition fees are collected at the beginning of the school year.

**Other Sales and Services**

Other sales and services are mainly from school generated activities. Also includes funds received for staff that are seconded to the University of Lethbridge.

**Senator  
Buchanan's  
Sports Day**





### **Investment Income**

Interest earned on operating revenue which is performing better than forecasted.

### **Gifts and donations**

Gifts and donations that have been received for school generated activities and donations for the Ready Set Go programs.

### **Rental of Facilities**

Rental of facility space for external programs and operations such as the Southern Alberta Professional Development Consortia and the Boys and Girls Club of Lethbridge.

### **Fundraising**

Funds raised for the benefit of school generated activities that are co-curricular in nature. Fundraising may include a-thons, and fundraising sales.

**Overall, revenues are comparable to the forecasted budget at May 31st, 2018.**

### **EXPENDITURES:**

Expenditures are reported as a total for each functional area within the District. For further information on types of expenditures and spending in these functional areas please see the *Schedule of Program Operations* and Appendices for charts on these functional areas.

#### **Instruction - ECS**

Instruction ECS, represents expenditures from early education to kindergarten, which includes the early education program, program unit funding for early learners requiring specialized supports, and the kindergarten program at elementary schools. ECS expenditures are at 71.56% of the total budget (compared to 72.9% forecasted).

#### **Instruction- Grades 1 - 12**

Instruction Grades 1 – 12, represent expenditures from grade one to grade twelve, school generated activities and supporting programs such as Inclusive Education, Technology, Instructional support, counselling, First Nations Metis and Inuit programming, and Institutional programs. Instructional expenditures are at 73.02% of the total budget (compared to 75.2% forecast). See the *Schedule of Instructional (Grade 1-12) Program Expenditures* for details of the major programs within this functional area.

**Winston  
Churchill High  
School's  
Family Day**



### **Plant Operations and Maintenance**

Plant operations and maintenance expenditures represent spending on operating and maintaining the District's schools and facilities. These expenditures include maintenance and caretaking personnel, utilities, contracted maintenance, and Infrastructure Maintenance and Renewal (IMR) projects. Maintenance expenditures are at 66.92% of the total budget (compared to 77.1% forecasted).



**Gilbert Paterson  
Middle School**

**Students tour Our  
Children Speak the  
Truth show at The  
SAAG**

### **Transportation**

Transportation expenditures represent mainly the cost of contracted bussing to bus students who reside more than 2.4 km away from their resident school. These costs include the operation of buses, cost sharing arrangements between the City of Lethbridge and Holy Spirit Catholic Schools, and the future replacement of yellow school buses. Costs include the provision of specialized bussing needs for students with disabilities. Transportation expenditures are at 75.11% of the total budget (compared to 75.0% forecasted).

### **Administration**

Administration expenditures represent the cost of the Board of Trustees, Finance, Human Resources, System Instructional Support, and the Office of the Superintendent. Administration expenditures are at 72.80% of the total budget (compared to 75.9% forecasted).

### **External Services**

An external service represents costs that are outside regular provincially mandated instruction and operations. For the District, the International Services program provides programming to students who attend District schools from other countries and pay a tuition fee to attend our schools. Costs include costs of homestay providers, student insurance, student recruitment and administration of the program. External (international) expenditures are at 97.81% of the total budget (compared to 81.6% forecasted).

**Overall, expenditures are lower than the forecasted figures at May 31st, 2018**

**Lethbridge School District No. 51**  
**Schedule of Instructional (Grades 1-12) Program Expenditures**

For the nine months ended May 31st, 2018

PROGRAM	Budget Updated Budget 2017-2018 (Sept 30th 2017)	Forecast Forecasted To May 31st	Actual Results Actual Nine Months May 31st	Variances		Projection	
				% Expended Updated Budget	% Expended Forecast to May 31st	August 31st Projection	Change from Updated Budget
School Based Instruction	\$62,227,989	\$46,687,442	\$45,530,191	73.17%	97.52%	\$61,735,420	(\$492,569)
Inclusive Learning Supports	\$9,205,004	\$6,903,754	\$6,791,233	73.78%	98.37%	\$9,205,004	\$0
Shared Instructional Services	\$11,475,097	\$8,678,813	\$8,281,366	72.17%	95.42%	\$10,309,329	(\$1,165,768)
School Generated Funds Activities	\$4,565,173	\$3,423,880	\$3,626,898	79.45%	105.93%	\$4,565,173	\$0
Technology	\$2,709,294	\$2,031,970	\$1,632,801	60.27%	80.36%	\$2,263,587	(\$445,707)
Institutional Programs	\$994,280	\$745,710	\$661,337	66.51%	88.69%	\$994,280	\$0
Division of Instructional Services	\$872,428	\$654,321	\$636,459	72.95%	97.27%	\$872,428	\$0
FNMI Programming	\$711,512	\$533,634	\$514,083	72.25%	96.34%	\$711,512	\$0
Counselling Program	\$2,385,186	\$1,788,890	\$1,780,050	74.63%	99.51%	\$2,385,186	\$0
Other Instructional Programs	\$2,658,548	\$1,993,911	\$1,962,448	73.82%	98.42%	\$2,658,548	\$0
<b>Total Instructional (Grades 1 -12) Program Expenditures</b>	<b>\$97,804,512</b>	<b>\$73,442,325</b>	<b>\$71,416,866</b>	<b>73.02%</b>	<b>97.24%</b>	<b>\$95,700,468</b>	<b>(\$2,104,044)</b>

**Other Instructional Programs:**  
Community Outreach School  
Downtown LA  
High School Off Campus  
Distance Learning Program  
Poverty Committee  
Making Connections  
Classroom Improvement Fund (CIF)

**Institutional Programs:**  
Harbor House School  
CAMP (Lethbridge Regional Hospital School)  
Pitawani School  
Stafford Ridge School (AADAC)

**Inclusive Learning Supports:**  
Inclusive Education  
English as a Second Language

## *Lethbridge School District No. 51*

### **Notes to the Schedule of Instructional (Grade 1-12) Program Expenditures**

*For the nine months ended May 31st, 2018*

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This statement provides further information about expenditures in programs that are within the Instruction (Grades 1-12) functional area that is shown on the *Statement of Operations* and the *Schedule of Program Operations*.

#### **School Based Instruction**

These expenditures represent expenditures at school sites. School Based Instruction expenditures are at 73.17% of the total budget (compared to 75.0% forecasted). See the *Schedule of School Based Instruction Expenditures* for details of the each of the schools.

#### **Inclusive Learning Supports**

Inclusive Learning Supports includes expenditures Inclusive Education and English as a Second Language. Inclusive Education provides all students with the most appropriate learning environment and opportunities for them to achieve their potential. Inclusion is about ensuring each student receives a quality education no matter their ability, disability, language, cultural background, gender or age. Inclusive Learning Supports expenditures are at 73.78% of the total budget (compared to 75.0% forecasted).

#### **Shared Instructional Services**

Shared Instructional Services includes programs and expenditures that provide support to schools within the District. Expenditures include administrative allowances, the provision for sick leave, elementary counseling, staff professional development and the employer share of teacher retirement fund costs that are supported by the Province.

The forecasted budget is increased from the standard 25.0% as the ATA Professional Development fund is contributed in the 1<sup>st</sup> quarter. Shared Instructional Services expenditures are at 72.17% of the total budget (compared to 75.6% forecasted).



**Poverty  
Intervention  
Committee**

**Community  
Support  
luncheon**



### **School Generated Funds Activities**

School Generated Funds (SGF) activities includes activities at the school level for students that are not of a curricular nature, such as clubs, international travel, groups, athletics, and the arts. These activities are normally funded through user fees, fundraising, and donations. SGF activity expenditures are at 79.45% of the total budget (compared to 75.0% forecasted). SGF activities are higher than forecasted for the third quarter due to the amount of activities taking place early in the school year. These increases in expenditure are offset by the increases in the SGF revenues. See the *Schedule of School Generated Funds (SGF)* for details of the each of the schools.

### **Technology**

The Technology program is based on a standards-driven plan to provide the infrastructure to support current and future needs, trends, and applications in the school district for the implementation of information and communication technology. Technology expenditures are at 60.27% of the total budget (compared to 75.0% forecasted).

### **Institutional Programs**

Institutional Programs include Harbor House School, CAMP (Lethbridge Regional Hospital School), Pitawani School, and Stafford Ridge School (AADAC). Institutional Programs expenditures are at 66.51% of the total budget (compared to 75.0% forecasted).

### **Division of Instructional Services**

The Division of Instructional Services (DIS) which provides curriculum and instructional support to schools and instructional programs. DIS expenditures are at 72.95% of the total budget (compared to 75.0% forecasted).

### **First Nations Métis and Inuit (FNMI) Program**

The FNMI program provides ongoing support for aboriginal students in their efforts to obtain an education, and provides opportunities for aboriginal students to study and experience their own and other aboriginal cultures and lifestyles. FNMI expenditures are at 72.25% of the total budget (compared to 75.0% forecasted).



FNMI – Feather Ceremony and Metis Sash Celebration

### **Counselling Program**

A comprehensive guidance and counselling program promotes the holistic development of students. The three-fold focus of counselling includes educational planning, personal and social development, and career preparation. Counsellors work with parents, teachers and community agencies to help students acquire the knowledge, skills, attitudes, and habits that enable students to reach their potential. Counselling Program expenditures are at 74.63% of the total budget (compared to 75.0% forecasted).

### **Other Instructional Program**

These are the other instructional programs and initiatives that support early learning to grade 12 instruction other than those programs specifically listed above. These include Community Outreach School, Downtown LA, High School Off campus, Distant Learning Program, Poverty Committee, Making Connections, and the Classroom Improvement Fund (CIF). Other Instructional Program expenditures are at 73.82% of the total budget (compared to 75.0% forecasted).

**Overall, instructional (grade 1-12) program expenditures are lower than the forecasted figures at May 31, 2018**



Fleetwood-Bawden Elementary School

2<sup>nd</sup> annual Fleetwood's Got Talent show

**Lethbridge School District No. 51**  
**Schedule of School Based Instruction Expenditures**  
**For the nine months ended May 31st, 2018**

SCHOOL	Budget Updated Budget 2017-2018 (Sept 30th 2017)	Forecast Forecasted To May 31st	Actual Results Actual Nine Months May 31st	Variances		Projection	
				% Expended Updated Budget	% Expended Forecast to May 31st	August 31st Projection	Change from Updated Budget
<b>High Schools:</b>							
Lethbridge Collegiate Institute	\$4,748,591	\$3,564,444	\$3,619,831	76.23%	101.55%	\$4,748,591	\$0
Winston Churchill High School	\$4,909,252	\$3,681,939	\$3,503,789	71.37%	95.16%	\$4,811,878	(\$97,373)
Chinook High School	\$6,762,779	\$5,072,084	\$4,610,705	68.18%	90.90%	\$6,587,443	(\$175,336)
Victoria Park High School	\$1,955,720	\$1,466,790	\$1,424,954	72.86%	97.15%	\$1,937,420	(\$18,300)
Immanuel Christian Secondary School	\$1,981,670	\$1,486,503	\$1,493,956	75.39%	100.50%	\$1,981,670	\$0
<b>Middle Schools:</b>							
GS Lakie Middle School	\$5,143,549	\$3,861,412	\$3,717,125	72.27%	96.26%	\$5,109,134	(\$34,415)
Wilson Middle School	\$3,840,949	\$2,880,712	\$2,863,913	74.56%	99.42%	\$3,840,949	\$0
Gilbert Paterson	\$4,019,325	\$3,014,494	\$2,992,904	74.46%	99.28%	\$4,019,325	\$0
Lethbridge Christian School	\$1,275,257	\$956,443	\$950,216	74.51%	99.35%	\$1,270,864	(\$4,393)
Senator Joyce Fairbairn Middle School	\$0	\$0	\$1,437	N/A	N/A	\$0	\$0
<b>Elementart Schools:</b>							
Senator Buchanan	\$1,706,114	\$1,279,586	\$1,270,413	74.46%	99.28%	\$1,706,114	\$0
Immanuel Christian Elementary School	\$1,611,948	\$1,208,961	\$1,216,198	75.45%	100.60%	\$1,611,948	\$0
Ecole Agnes Davidson	\$3,225,112	\$2,418,834	\$2,293,709	71.12%	94.83%	\$3,111,589	(\$113,523)
Fleetwood-Bawden	\$2,170,057	\$1,627,543	\$1,630,301	75.13%	100.17%	\$2,170,057	\$0
Galbraith	\$2,617,763	\$1,966,573	\$1,894,947	72.39%	96.36%	\$2,572,693	(\$45,071)
Lakeview	\$2,964,047	\$2,224,786	\$2,149,594	72.52%	96.62%	\$2,962,893	(\$1,155)
General Stewart	\$851,663	\$639,522	\$636,683	74.76%	99.56%	\$851,663	\$0
Westminster	\$1,519,438	\$1,139,579	\$1,128,589	74.28%	99.04%	\$1,519,438	\$0
Coalbanks Elementary School	\$2,488,809	\$1,866,607	\$1,858,355	74.67%	99.56%	\$2,488,809	\$0
Ecole Nicholas Sheran	\$3,209,838	\$2,409,753	\$2,391,354	74.50%	99.24%	\$3,206,834	(\$3,004)
Park Meadows	\$1,996,165	\$1,497,174	\$1,481,741	74.23%	98.97%	\$1,996,165	\$0
Mike Mountain Horse	\$3,087,028	\$2,315,271	\$2,299,222	74.48%	99.31%	\$3,087,028	\$0
Dr. Probe Elementary School	\$3,099,811	\$2,326,109	\$2,317,929	74.78%	99.65%	\$3,099,811	\$0
<b>Allocation of ECS Teachers included in Schools</b>	<b>(\$2,956,897)</b>	<b>(\$2,217,673)</b>	<b>(\$2,217,673)</b>	<b>75.00%</b>	<b>100.00%</b>	<b>(\$2,956,897)</b>	<b>\$0</b>
<b>Total School Based Instruction Expenditures</b>	<b>\$62,227,989</b>	<b>\$46,687,442</b>	<b>\$45,530,191</b>	<b>73.17%</b>	<b>97.52%</b>	<b>\$61,735,420</b>	<b>(\$492,569)</b>



**Lethbridge School District No. 51**  
**Schedule of School Generated Funds (SGF)**

For the nine months ended May 31st, 2018

SCHOOL	SGF Balances		Actual Results		SGF Balances		Change in SGF	
	August 31st	Revenues up to May 31st	Expenses up to May 31st	May 31st	May 31st	Increase (Decrease)		
REVISED BUDGET 2017-2018 (September 30th)	N/A	\$4,431,173	(\$4,565,173)		N/A	N/A		
FORECAST - February 28th	N/A	\$3,323,380	(\$3,423,880)		N/A	N/A		
High Schools:								
Lethbridge Collegiate Institute	\$167,022	\$395,766	(\$371,006)		\$191,782		\$24,760	
Winston Churchill High School	\$264,647	\$507,502	(\$506,332)		\$265,817		\$1,170	
Chinook High School	\$223,716	\$829,169	(\$798,319)		\$254,566		\$30,850	
Victoria Park High School	\$182,399	\$46,355	(\$18,527)		\$210,227		\$27,828	
Immanuel Christian Secondary School	\$48,226	\$202,332	(\$199,993)		\$50,566		\$2,339	
Middle Schools:								
GS Lakie Middle School	\$230,298	\$308,261	(\$249,357)		\$289,202		\$58,904	
Wilson Middle School	\$321,957	\$241,866	(\$259,154)		\$304,670		(\$17,287)	
Gilbert Paterson	\$149,068	\$493,411	(\$492,618)		\$149,862		\$793	
Lethbridge Christian School	\$41,366	\$30,598	(\$29,294)		\$42,670		\$1,304	
Senator Joyce Fairbairn Middle School	\$0	\$0	\$0		\$0		\$0	
Elementart Schools:								
Senator Buchanan	\$26,839	\$19,939	(\$20,764)		\$26,014		(\$825)	
Immanuel Christian Elementary School	\$3,781	\$19,589	(\$19,677)		\$3,692		(\$89)	
Ecole Agnes Davidson	\$162,181	\$74,906	(\$131,700)		\$105,388		(\$56,794)	
Fleetwood-Bawden	\$29,770	\$22,340	(\$30,244)		\$21,866		(\$7,904)	
Galbraith	\$62,523	\$25,165	(\$35,673)		\$52,015		(\$10,508)	
Lakeview	\$52,653	\$66,035	(\$52,414)		\$66,274		\$13,621	
General Stewart	\$7,499	\$15,023	(\$9,038)		\$13,483		\$5,985	
Westminster	\$100,052	\$51,421	(\$65,305)		\$86,168		(\$13,884)	
Coalbanks Elementary School	\$787	\$48,766	(\$40,727)		\$8,827		\$8,039	
Ecole Nicholas Sheran	\$45,704	\$36,873	(\$37,828)		\$44,749		(\$955)	
Park Meadows	\$131,881	\$80,190	(\$155,262)		\$56,809		(\$75,072)	
Mike Mountain Horse	\$38,011	\$39,931	(\$45,107)		\$32,835		(\$5,176)	
Dr. Probe Elementary School	\$84,624	\$39,847	(\$58,560)		\$65,912		(\$18,713)	
Total School Generated Funds	\$2,375,004	\$3,595,285	(\$3,626,898)		\$2,343,391		(\$31,612)	
% Expended of Budget		81.14%	79.45%					
% Expended of projected		108.18%	105.93%					



**PROJECTED OPERATIONS:**

The projected operations are the expected yearend results based on the current financial information (will likely change each quarter on best estimates). The following are projected changes to the yearend results:

**Lethbridge School District No. 51**  
**SCHEDULE OF PROJECTED OPERATIONS**  
For the nine months ended May 31st, 2018

	Budget Information	Projection	
	Updated "September 30th" budget 2017-2018 (Sept 30th 2017)	August 31st Projection	Change from Updated Budget
<b>REVENUES</b>			
Alberta Education	\$118,478,558	\$118,549,385	\$70,827
Other - Government of Alberta	\$593,734	\$593,734	\$0
Federal Government and First Nations	\$268,128	\$369,597	\$101,469
Fees	\$1,874,026	\$1,874,026	\$0
Other sales and services	\$1,193,768	\$1,193,768	\$0
Investment income	\$193,000	\$253,663	\$60,663
Gifts and donations	\$390,000	\$390,000	\$0
Rental of facilities	\$34,704	\$34,704	\$0
Fundraising	\$2,461,000	\$2,461,000	\$0
<b>Total Revenues</b>	<b>\$125,486,918</b>	<b>\$125,719,877</b>	<b>\$232,959</b>
<b>EXPENSES</b>			
Instruction-Early Childhood Services	\$8,748,049	\$8,748,049	\$0
Instruction - Grades 1-12	\$97,804,512	\$95,700,468	(\$2,104,044)
Plant operations and maintenance	\$15,800,113	\$15,800,113	\$0
Transportation	\$2,477,928	\$2,477,928	\$0
Administration	\$4,165,355	\$4,165,355	\$0
External services [International Services]	\$377,130	\$377,130	\$0
<b>Total Expenses</b>	<b>\$129,373,087</b>	<b>\$127,269,043</b>	<b>(\$2,104,044)</b>

\*More details available on Schedule of Instructional (Grades 1-12) Program Expenditures and Schedule of School Based Instructional Expenditures

**Projected Revenues:**

- **Alberta Education** – increase in projections of \$70,827 for the addition of the ARN Leadership Grant revenues recognized. This was not specifically budgeted and is directly tied into the related ARN expenditures; whereas, the projection is based on the current ARN expenditures. All other Alberta Education grant revenues are expected to be consistent with the operating budget.
- **Federal Government and First Nations** - increase in projections of \$101,469 for the billings to Kainai Board of Education students attending our schools. The projection is based on the final billings for the number of students attending our District.
- **Investment Income** – increase in projections of \$60,663 based on the total investment income received to date. The projection is based on the amount of interest received in the first three quarters of the year should be similar to the expected amount for the last quarter of the year.

### Projected Expenditures:

- **Instruction – Grades 1-12** – decrease in projections of \$2,104,044 due to the following factors (as shown in the Schedule of Instructional (Grades 1-12) Program Expenditures):
  - **School Based Instruction** has a projected reduction of \$492,569 for many of the school contingency accounts that have not been utilized to date (or the school has not used the funding in other areas of their budgets). These contingency account are budgeted by each specific school. The projected cost reductions are based on similar utilization of the contingency accounts for the remaining portion of the year.
  - **Shared Instructional Services** has a projected reduction of \$1,165,768 for cost savings from the average salaries. The actual average costs of teachers have been slightly less than the budgeted average teaching costs. The projection is based on these cost savings from average salaries for all teaching staff across the district (schools are allocated based on the budgeted costs).
  - **Technology** has a projected reduction of \$445,707 for cost savings from the supplies include the contribution to the upcoming evergreening cycle, which is transferred at the end of the year to the technology reserve account. The projection is based on the current costs of supplies and projecting similar costs for the remaining portion of the year.
- **External Services (International)** – The 2<sup>nd</sup> quarter projections originally had projected a reduction in costs from unused contingency; however, this has been updated in the 3<sup>rd</sup> quarter to project that the contingency will be fully utilized by the increases in the homestay and recruitment costs of the international students (there are also additional fees to cover these costs).

## *Lethbridge School District No. 51*

### **Appendices**

*For the nine months ended May 31st, 2018*

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The Appendices include charts and graphs for the revenues and expenditures at May 31<sup>st</sup>, 2018. These charts/graphs compare the total operating budget, the forecast for the reporting period, and the year-to-date (YTD) amount.

#### **Revenues:**

- **Summary of Revenues**  
Compares the types of revenues

#### **Expenditures:**

- **Summary of Expenditures**  
Compares the types of expenditures
- **Instruction – ECS**  
Reviews the total ECS instructional expenditures, including the breakdown by the types of expenditures.
- **Instruction – Grade 1-12**  
Reviews the total Grade 1-12 instructional expenditures, including the breakdown by the types of expenditures.
- **Plant Operations and Maintenance**  
Reviews the total Plant Operations and Maintenance expenditures, including the breakdown by the types of expenditures.
- **Transportation**  
Reviews the total Transportation expenditures, including the breakdown by the types of expenditures.
- **Board & System Administration**  
Reviews the total Board & System Administration expenditures, including the breakdown by the types of expenditures.
- **External Services**  
Reviews the total External Services (international program) expenditures, including the breakdown by the types of expenditures.



# Lethbridge School District No.51 Summary of Revenues Quarterly Reporting - May 31st, 2018

Financial Data as at June 15th, 2018

Alberta Education  
Government of Alberta  
Federal & First Nations  
Fees  
Other Sales & Services  
Investment Income  
Gifts & Donations  
Rental of Facilities  
Fundraising

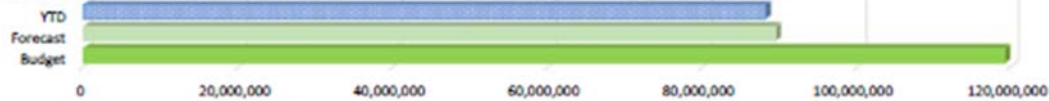
Budget	Forecast	YTD	Variance	YTD %
119,236,335	89,368,501	88,033,688	1,334,813	73.8%
593,734	445,301	491,468	(46,167)	82.8%
268,128	263,128	369,597	(106,469)	137.8%
2,220,154	1,665,116	1,574,122	90,993	70.9%
847,640	730,013	1,106,031	(376,019)	130.5%
193,000	144,750	190,247	(45,497)	98.6%
390,000	292,500	436,847	(144,347)	112.0%
34,704	26,028	25,712	316	74.1%
2,461,000	1,845,750	1,855,220	(9,470)	75.4%
126,244,695	94,781,085	94,082,933	698,153	74.5%

Total Revenue Tachometer:

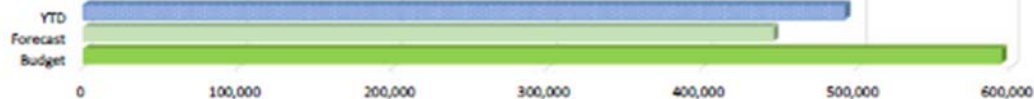


Year-to-date (YTD)  
compared to budget  
and forecast, including

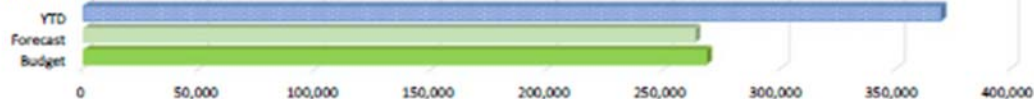
## Alberta Education



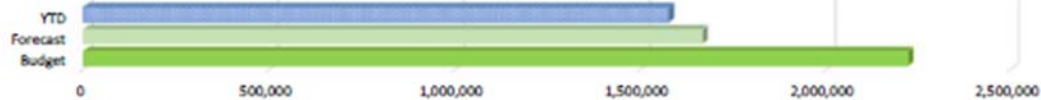
## Government of Alberta



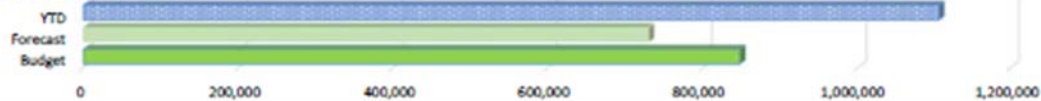
## Federal & First Nations



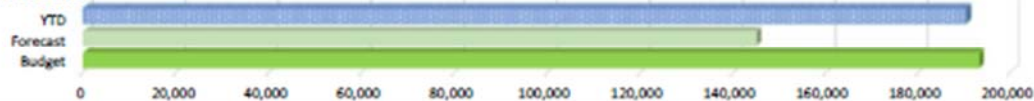
## Fees



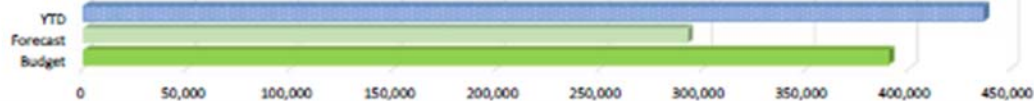
## Other Sales & Services



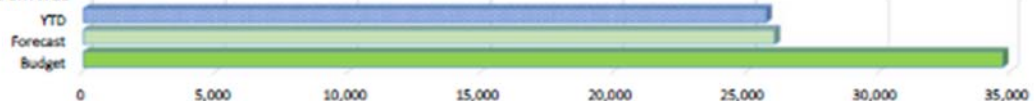
## Investment Income



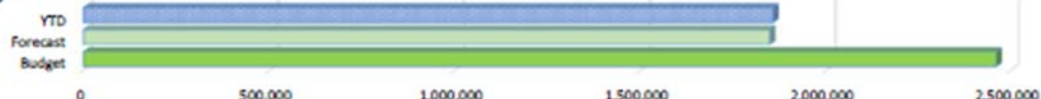
## Gifts & Donations



## Rental of Facilities



## Fundraising







# Lethbridge School District No.51

## Summary of Expenses

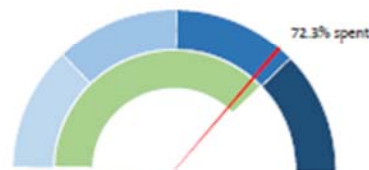
Quarterly Reporting - May 31st, 2018

Financial Data as at June 15th, 2018

	Budget	Forecast	YTD	Variance	YTD %
Salaries	81,125,980	60,846,629	59,232,938	1,613,691	73.0%
Benefits	19,627,543	14,644,860	14,780,064	(135,204)	75.3%
Professional Development	789,105	591,829	677,703	(85,874)	85.9%
Contracted Services	6,990,113	5,358,728	5,475,218	(116,490)	78.3%
Other Services	2,123,216	1,859,695	1,938,153	(78,458)	91.3%
Supplies	5,403,695	4,018,170	3,086,005	932,165	57.1%
Other Expenditures	1,478,694	1,129,372	416,371	713,001	28.2%
Bank Charges and Transfers	11,834,742	8,876,057	7,906,183	969,873	66.8%
	129,373,088	97,325,340	93,512,634	3,812,705	72.3%

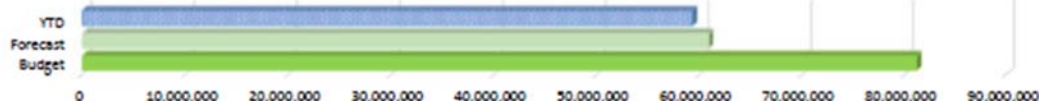
The forecasted figures have been estimated based on the approved "September 30th" budget and the timing of the transactions and journal entries (i.e. regular transactions, such as payroll, are based on 75% of the approved budget).

Total Expense Tachometer:

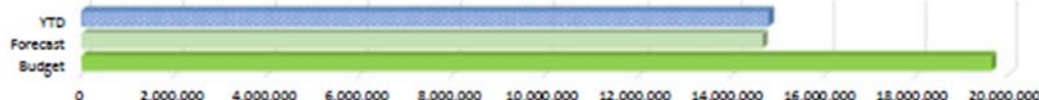


Year-to-date (YTD) compared to budget and forecast, including % of budget indicator

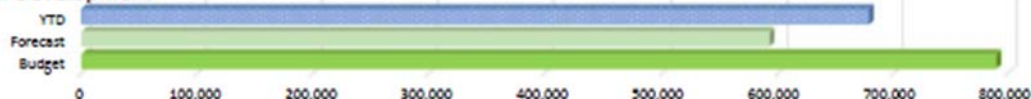
### Salaries



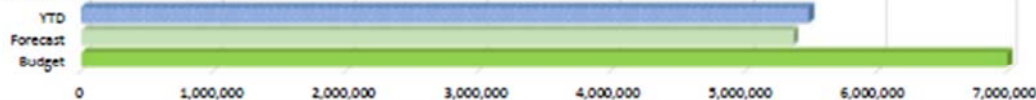
### Benefits



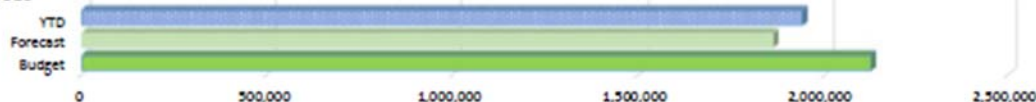
### Professional Development



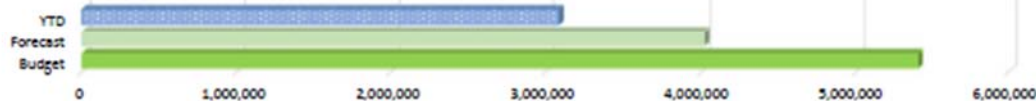
### Contracted Services



### Other Services



### Supplies



### Other Expenditures





# Instruction - ECS Summary Quarterly Reporting - May 31st, 2018

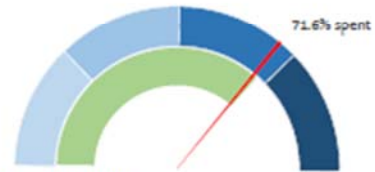
Financial Data as at June 15th, 2018

	Budget	Forecast	YTD	Variance	YTD %
Salaries	7,257,372	5,445,172	5,274,835	170,337	72.7%
Benefits	1,139,281	712,423	771,492	(59,068)	67.7%
Professional Development	50,000	37,500	28,921	8,579	57.8%
Contracted Services	105,450	56,085	57,689	(1,604)	54.7%
Other Services	67,000	41,250	64,679	(23,429)	96.5%
Supplies	114,947	71,960	51,411	20,549	44.7%
Other Expenditures	14,000	10,500	11,297	(797)	80.7%
Bank Charges and Transfers	0	0	0	0	0.0%
	8,748,049	6,374,891	6,260,324	114,567	71.6%

72.9%

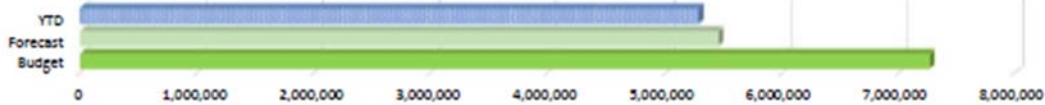
The forecasted figures have been estimated based on the approved "September 30th" budget and the timing of the transactions and journal entries (i.e. regular transactions, such as payroll, are based on 75% of the approved budget).

Total Expense Tachometer:

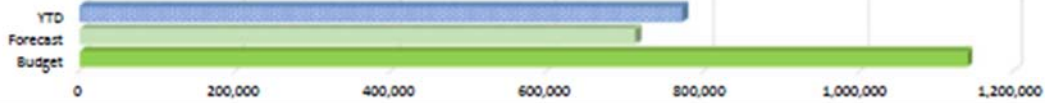


Year-to-date (YTD) compared to budget and forecast, including % of budget indicator

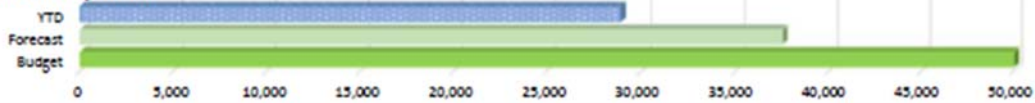
## Salaries



## Benefits



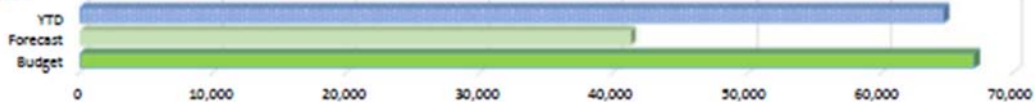
## Professional Development



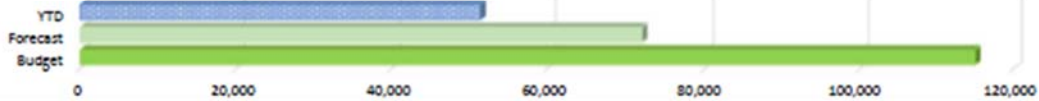
## Contracted Services



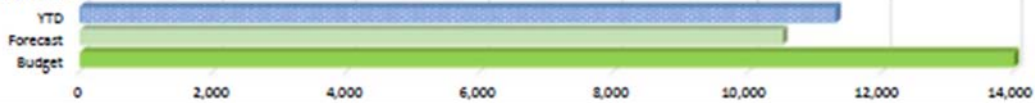
## Other Services



## Supplies



## Other Expenditures





# Instruction - Grades 1-12 Summary Quarterly Reporting - May 31st, 2018

Financial Data as at June 15th, 2018

	Budget	Forecast	YTD	Variance	YTD %
Salaries	67,704,271	50,778,203	49,632,931	1,145,272	73.3%
Benefits	16,918,203	12,754,893	12,899,943	(145,049)	76.2%
Professional Development	681,552	511,164	615,633	(104,469)	90.3%
Contracted Services	1,022,473	766,855	785,407	(18,552)	76.8%
Other Services	658,699	516,724	473,625	43,099	71.9%
Supplies	4,774,137	3,560,252	2,564,701	995,551	53.7%
Other Expenditures	1,175,644	902,084	341,912	560,172	29.1%
Bank Charges and Transfers	4,869,532	3,652,149	4,102,715	(450,566)	84.3%
	97,804,512	73,442,325	71,416,866	2,025,459	73.0%

75.1%

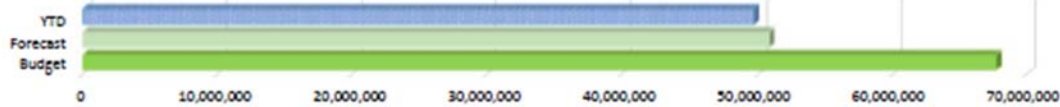
The forecasted figures have been estimated based on the approved "September 30th" budget and the timing of the transactions and journal entries (i.e. regular transactions, such as payroll, are based on 75% of the approved budget).

Total Expense Tachometer:

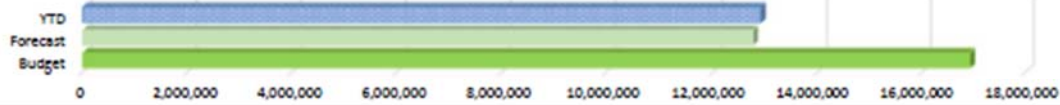


Year-to-date (YTD) compared to budget and forecast, including % of budget indicator

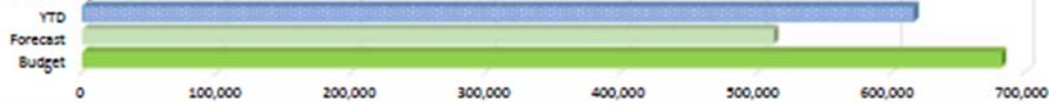
## Salaries



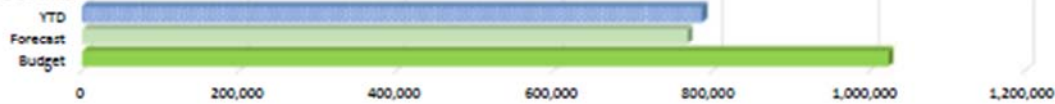
## Benefits



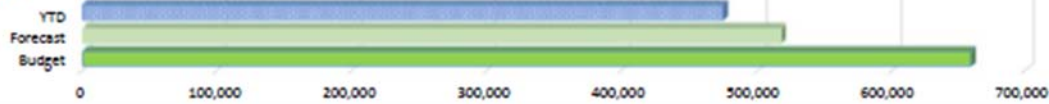
## Professional Development



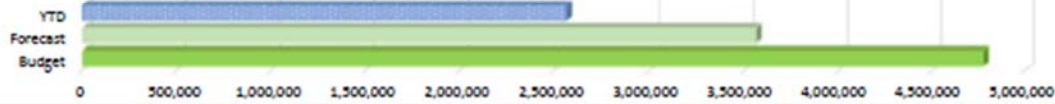
## Contracted Services



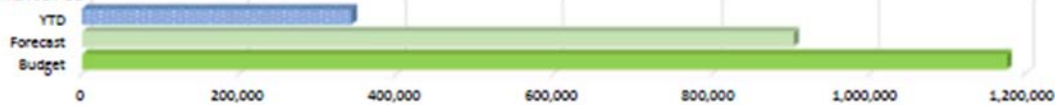
## Other Services



## Supplies



## Other Expenditures







## Plant Operations and Maintenance Summary Quarterly Reporting - May 31st, 2018

Financial Data as at June 15th, 2018

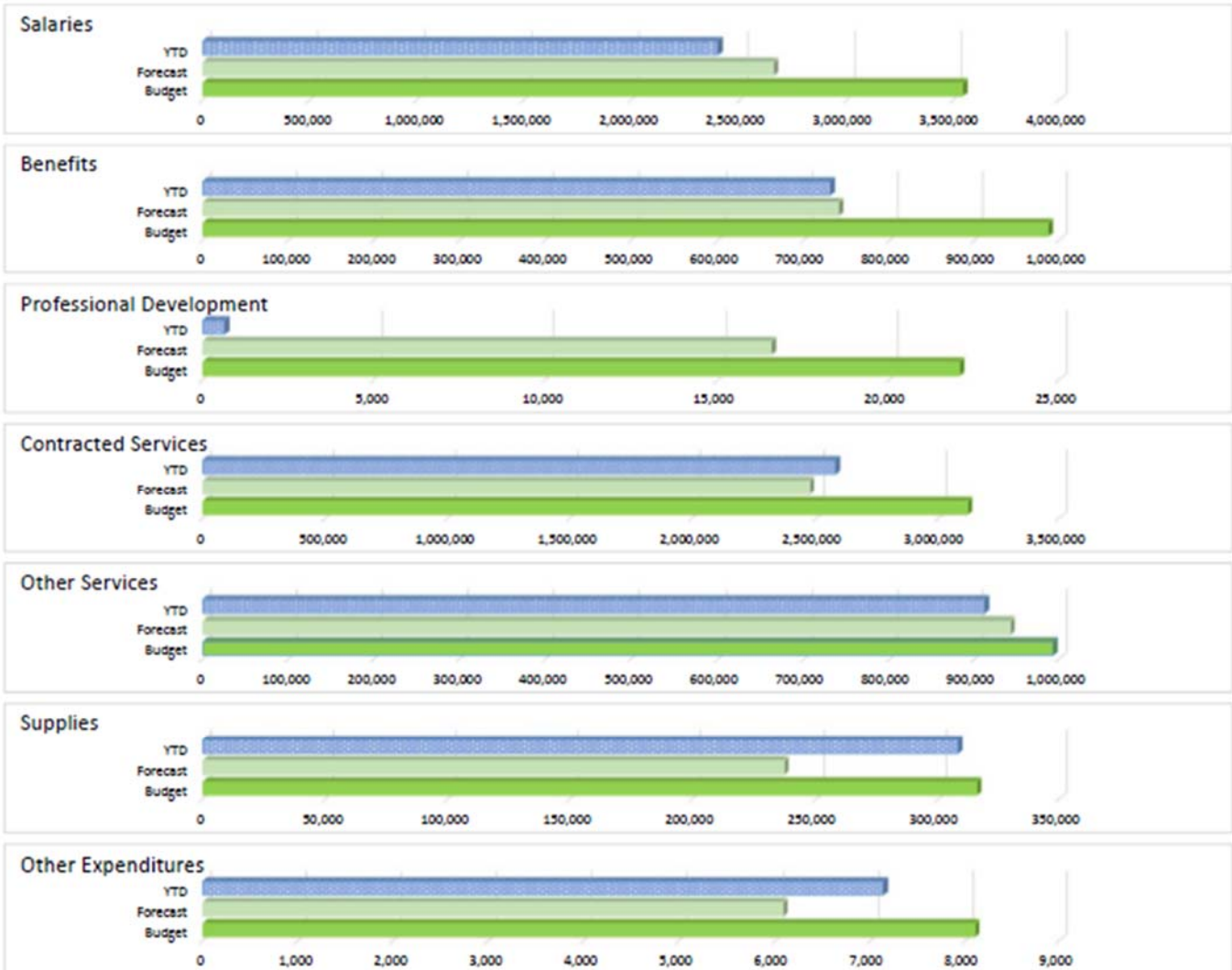
	Budget	Forecast	YTD	Variance	YTD %
Salaries	3,542,099	2,656,574	2,396,234	260,340	67.7%
Benefits	986,966	740,225	730,015	10,210	74.0%
Professional Development	22,050	16,538	625	15,913	2.8%
Contracted Services	3,119,489	2,471,888	2,577,513	(105,625)	82.6%
Other Services	992,532	941,882	911,346	30,536	91.8%
Supplies	315,723	236,792	307,949	(71,157)	97.5%
Other Expenditures	8,100	6,075	7,127	(1,052)	88.0%
Bank Charges and Transfers	6,813,154	5,109,866	3,642,583	1,467,283	53.5%
	15,800,113	12,179,839	10,573,391	1,606,447	66.9%
					77.1%

The forecasted figures have been estimated based on the approved "September 30th" budget and the timing of the transactions and journal entries (i.e. regular transactions, such as payroll, are based on 75% of the approved budget).

**Total Expense Tachometer:**



Year-to-date (YTD) compared to budget and forecast, including % of budget indicator



*\*The Plant Operation and Maintenance year-to-date (YTD) salaries are reduced by \$209,476 of internal wages (as at May 31, 2018) that were capitalized as part of the one-time funding for capital projects and modular installation (costs reallocated to capital projects).*





## Transportation Summary Quarterly Reporting - May 31st, 2018

Financial Data as at June 15th, 2018

	Budget	Forecast	YTD	Variance	YTD %
Salaries	76,744	57,558	47,494	10,064	61.9%
Benefits	22,639	16,980	15,207	1,772	67.2%
Professional Development	2,500	1,875	955	920	38.2%
Contracted Services	2,311,445	1,733,584	1,742,119	(8,535)	75.4%
Other Services	0	0	71	(71)	N/A
Supplies	10,000	7,500	2,248	5,252	22.5%
Other Expenditures	2,000	1,500	3,987	(2,487)	199.3%
Bank Charges and Transfers	52,600	39,450	48,988	(9,538)	93.1%
	2,477,928	1,858,446	1,861,069	(2,623)	75.1%

75.0%

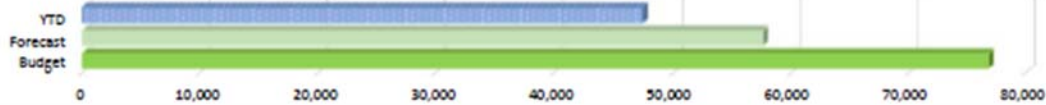
The forecasted figures have been estimated based on the approved "September 30th" budget and the timing of the transactions and journal entries (i.e. regular transactions, such as payroll, are based on 75% of the approved budget).

**Total Expense Tachometer:**

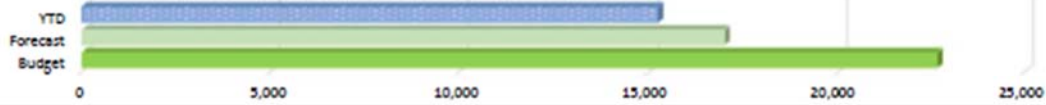


Year-to-date (YTD) compared to budget and forecast, including % of budget indicator

### Salaries



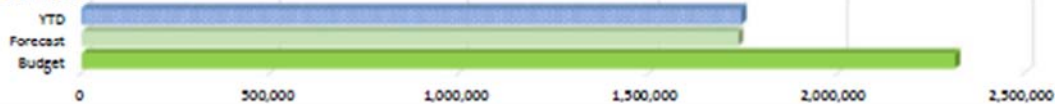
### Benefits



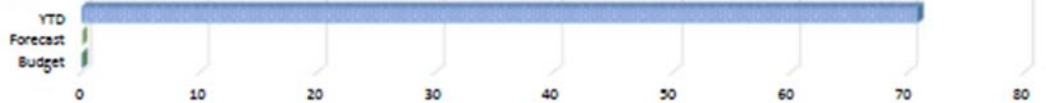
### Professional Development



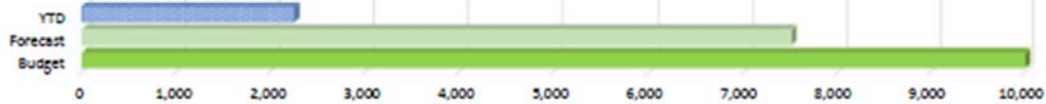
### Contracted Services



### Other Services



### Supplies



### Other Expenditures





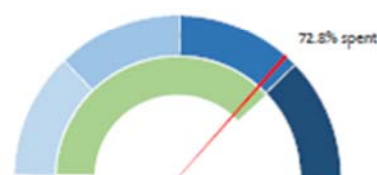
## Board & System Administration Summary Quarterly Reporting - May 31st, 2018

Financial Data as at June 15th, 2018

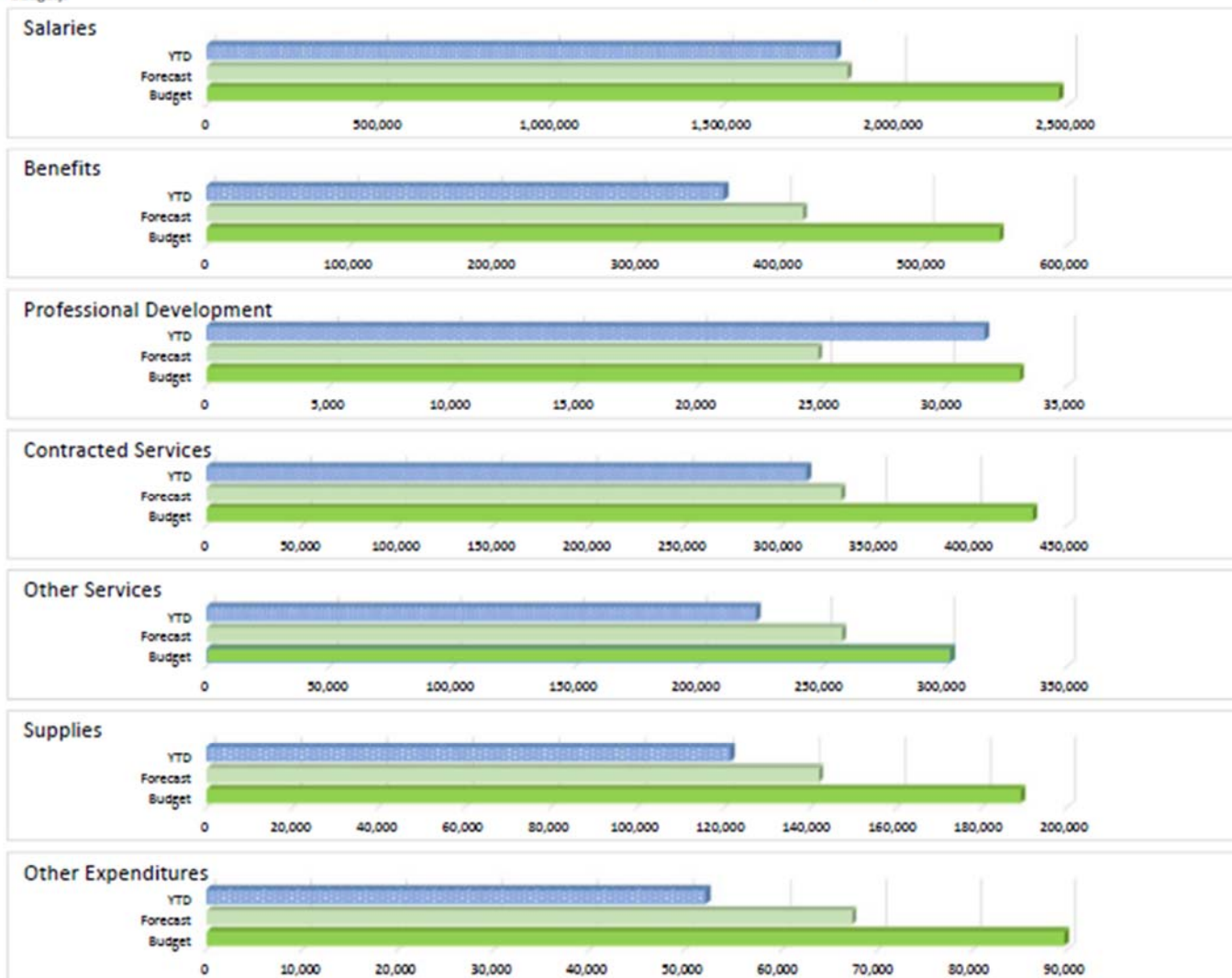
	Budget	Forecast	YTD	Variance	YTD %
Salaries	2,470,021	1,852,516	1,821,670	30,845	73.8%
Benefits	551,585	413,688	358,803	54,886	65.0%
Professional Development	33,003	24,752	31,569	(6,817)	95.7%
Contracted Services	431,256	330,317	312,490	17,827	72.5%
Other Services	301,507	257,305	222,464	34,842	73.8%
Supplies	188,888	141,666	121,087	20,579	64.1%
Other Expenditures	89,640	67,230	52,117	15,113	58.1%
Bank Charges and Transfers	99,456	74,592	111,898	(37,306)	112.5%
	4,165,355	3,162,067	3,032,097	129,970	72.8%
		75.9%			

The forecasted figures have been estimated based on the approved "September 30th" budget and the timing of the transactions and journal entries (i.e. regular transactions, such as payroll, are based on 75% of the approved budget).

**Total Expense Tachometer:**



Year-to-date (YTD)  
compared to budget  
and forecast, including  
% of budget indicator





## External Services Summary Quarterly Reporting - May 31st, 2018

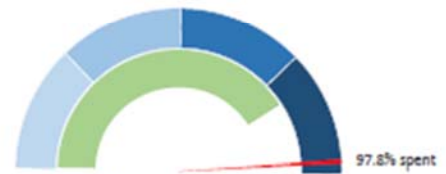
Financial Data as at June 15th, 2018

	Budget	Forecast	YTD	Variance	YTD %
Salaries	75,474	56,606	59,773	(3,167)	79.2%
Benefits	8,868	6,651	4,605	2,046	51.9%
Professional Development	0	0	0	0	0.0%
Contracted Services	0	0	0	0	0.0%
Other Services	103,478	102,534	265,968	(163,435)	257.0%
Supplies	0	0	38,610	(38,610)	N/A
Other Expenditures	189,310	141,983	(69)	142,052	0.0%
Bank Charges and Transfers	0	0	0	0	0.0%
	377,130	307,773	368,886	(61,114)	97.8%

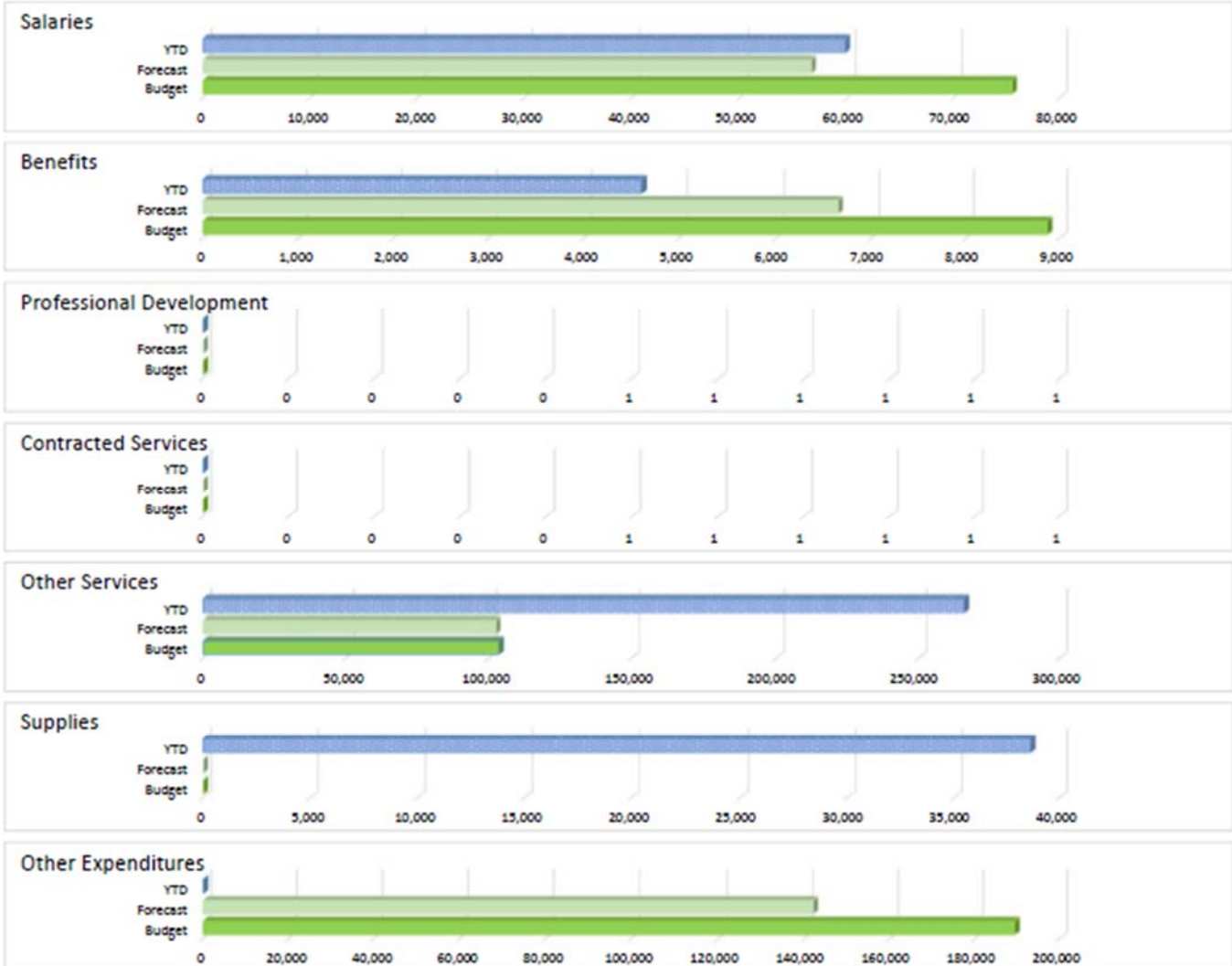
81.6%

The forecasted figures have been estimated based on the approved "September 30th" budget and the timing of the transactions and journal entries (i.e. regular transactions, such as payroll, are based on 75% of the approved budget).

**Total Expense Tachometer:**



Year-to-date (YTD)  
compared to budget  
and forecast, including  
% of budget indicator



*\*Other Services includes the international homestay and recruitment costs. Increased costs with increased amount of international students (fee revenues covers increased costs).*