

Lethbridge School District No. 51

First Quarter Report

November 30th

2018

This document is Management's Discussion and Analysis of the First Quarter for the period September 1, 2018 to November 30, 2018. *This financial information contained herein has not been audited.*

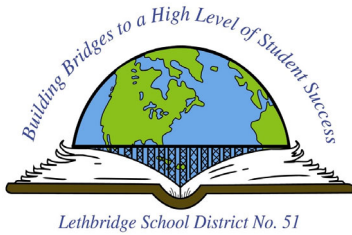
Report to the Board of Trustees

January 22nd, 2019



Lethbridge School District No. 51

Lethbridge School District No. 51
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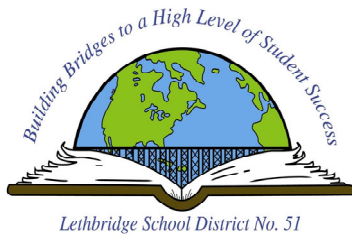


Lethbridge School District No. 51

**First Quarter Report
September 1, 2018 to November 30th, 2018**

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Lethbridge School District No. 51

Management Discussion and Analysis Report

First Quarter Report

Executive Summary

Lethbridge School District No. 51 has a total budget of \$135.75 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 11,502 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 2018-2019 of 228 students (2.02 %) over 2017-2018 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, 2018 until November 30th, 2018 to provide fiscal accountability within the established guidelines.



Grand Opening of Senator Joyce Fairbairn Middle School



NOVEMBER 2018 FINANCE AT A GLANCE

2018-2019 - First Quarter Reporting - Sept 1/18 to Nov 30/18

Overview:

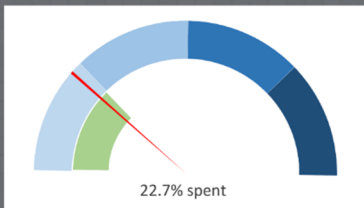
The following is an overview of the yearend reporting on the operations of Lethbridge School District No. 51. This report is the 1st quarter of the year (up to November 30, 2018).

The graphs/charts compare the year-to-date amounts to the budget for the period. The budget included in this report is the District's 2018/2019 operating budget (updated fall budget - may differ from legally adopted budget as included in the financial statements)

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

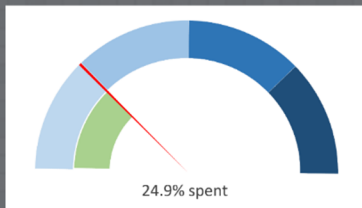
Instruction - ECS



Budget: \$ 9,224,458
Forecast: \$ 2,306,114 (25.0%)
Year-to-date: \$ 2,093,790 (22.7%)



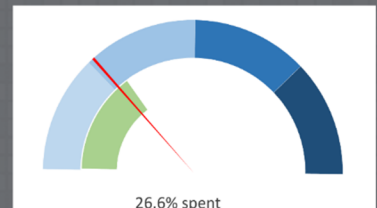
Instruction - Grade 1 - 12



Budget: \$ 102,437,562
Forecast: \$ 25,862,788 (25.2%)
Year-to-date: \$ 25,475,328 (24.9%)



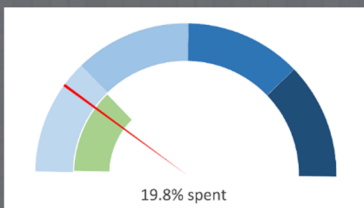
Plant Operation & Maintenance



Budget: \$ 16,855,261
Forecast: \$ 4,992,814 (29.6%)
Year-to-date: \$ 4,480,213 (26.6%)



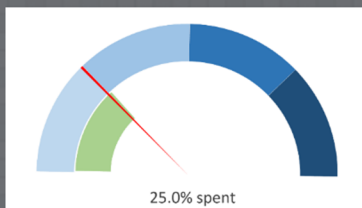
Transportation



Budget: \$ 2,468,779
Forecast: \$ 617,195 (25.0%)
Year-to-date: \$ 489,587 (19.8%)



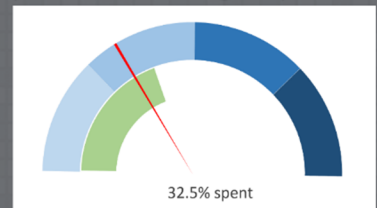
Board & System Administration



Budget: \$ 4,342,263
Forecast: \$ 1,132,441 (26.1%)
Year-to-date: \$ 1,084,577 (25.0%)



External Services (International Program)

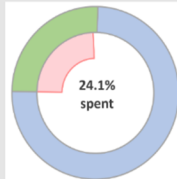


Budget: \$ 315,500
Forecast: \$ 121,962 (38.7%)
Year-to-date: \$ 102,513 (32.5%)



Salaries, Benefits & Professional Development

For all the Departments

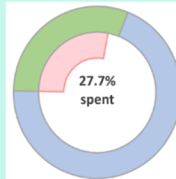


Budget: \$ 104,341,010
Forecast: \$ 26,283,975 (25.2%)
Year-to-date: \$ 25,158,953 (24.1%)



Contracted Services

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

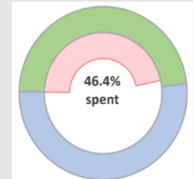


Budget: \$ 7,399,316
Forecast: \$ 2,270,266 (30.7%)
Year-to-date: \$ 2,048,224 (27.7%)



Other Services

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

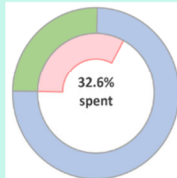


Budget: \$ 2,189,142
Forecast: \$ 1,050,485 (48.0%)
Year-to-date: \$ 1,014,768 (46.4%)



Supplies

General supplies, Technology, Maintenance, Small Equipment

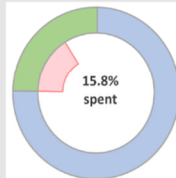


Budget: \$ 5,808,472
Forecast: \$ 1,452,118 (25.0%)
Year-to-date: \$ 1,893,777 (32.6%)



Other Expenditures

Contingency, Travel, Car Allowances, Renovations

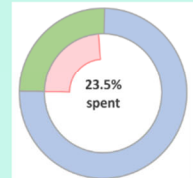


Budget: \$ 1,613,150
Forecast: \$ 403,288 (25.0%)
Year-to-date: \$ 254,801 (15.8%)



Transfers, SGF, & Capital/IMR

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

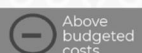


Budget: \$ 14,292,732
Forecast: \$ 3,573,183 (25.0%)
Year-to-date: \$ 3,355,486 (23.5%)



TYPES OF EXPENSES

For details on the above information and other financial reporting, please see the November 30, 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 November 30th, 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. There are also some staffing positions throughout the District that are still being filled. Overall, professional development is typically higher than the forecast in the 1st quarter (forecasted at 25%) as for many schools/departments have a large portion of the professional development that occurs at the beginning of the school year.
- **Contracted Services** are less than the forecasted budget. This is mostly due to that contracted transportation services being less than forecast in the 1st quarter as the billing for these services are typically received/paid subsequent to the month of service provided (after reporting period).
- **Other Services** are less than the forecasted budget. This is mostly related to that rentals costs are less than projected and membership costs are still to be received.
- **Supplies** are greater than the forecasted budget. This is mostly due to that the technology supplies have increased with the evergreening of projectors/boards and the purchase of general school supplies at the beginning of the year.
- **Other Expenditures** are significantly less than the forecasted budget. This is due to a large portion is for the 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.
- **Bank Charges & Transfers** are less than the forecasted budget. This mostly relates to the IMR expenditures being less than the forecasted amount (due to the timing of projects). These reductions are somewhat offset by increases in the forecasted SGF expenditures.

Financial Position

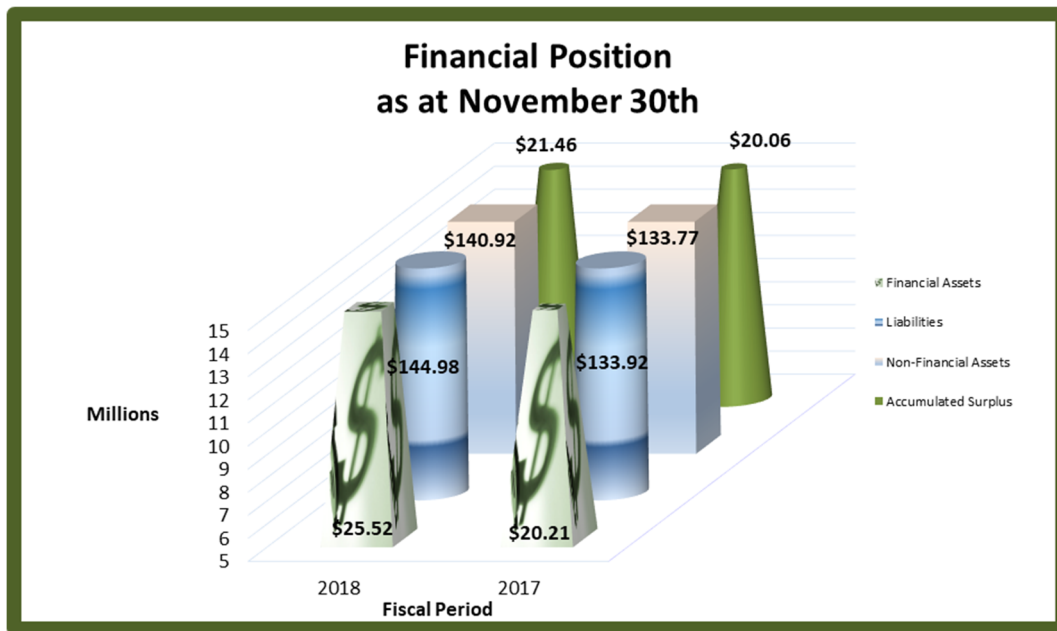
As at November 30, 2018 [Lethbridge School District No. 51](#) has total financial assets of \$25.52 million and liabilities of \$144.98 million for net financial debt of \$119.46 million. A net debt position is not necessarily an indication that a District is in financial difficulty.

Net financial debt includes \$134.88 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 \$15.4 million. Of this \$15.4 million, \$9.0 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 \$1.08 million of unrestricted reserves, \$5.27 million of capital reserves and \$320,000 of endowment funds.

There is \$140.92 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 \$134.88 million as explained above, the District's investment in capital assets of \$5.79 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 \$21.46 million. The chart below compares the financial position of November 30th with the prior year.



Lethbridge School District No. 51
STATEMENT OF FINANCIAL POSITION
As at November 30th, 2018

| | November 30th, 2018 | November 30th, 2017 |
|--|------------------------|------------------------|
| FINANCIAL ASSETS | | |
| Cash and cash equivalents | \$19,149,677 | \$16,754,885 |
| Accounts receivable (net after allowances) | \$6,295,756 | \$3,369,563 |
| Portfolio investments | \$74,540 | \$83,918 |
| Other financial assets | | |
| Total financial assets | \$25,519,973 | \$20,208,366 |
| LIABILITIES | | |
| Bank indebtedness | \$0 | \$0 |
| Accounts payable and accrued liabilities | \$3,357,014 | \$4,697,832 |
| Deferred revenue | \$141,408,161 | \$129,157,674 |
| Employee future benefit liabilities | \$217,648 | \$15,539 |
| Other liabilities | \$0 | \$0 |
| Long term debt | | |
| Supported: Debentures and other supported debt | \$0 | \$46,853 |
| Unsupported: Debentures and capital loans | \$0 | \$0 |
| Capital leases | \$0 | \$0 |
| Mortgages | \$0 | \$0 |
| Total liabilities | \$144,982,823 | \$133,917,898 |
| Net Financial Assets (Net Debt) | (\$119,462,850) | (\$113,709,532) |
| NON-FINANCIAL ASSETS | | |
| Tangible Capital assets | | |
| Land | \$1,715,118 | \$1,715,118 |
| Construction in progress | \$25,318,461 | \$47,955,229 |
| Buildings | \$169,241,637 | |
| Less: Accumulated amortization | (\$59,232,395) | \$110,009,242 |
| Equipment | \$7,543,866 | |
| Less: Accumulated amortization | (\$4,826,374) | \$2,717,492 |
| Vehicles | \$1,213,894 | |
| Less: Accumulated amortization | (\$679,645) | \$534,249 |
| Computer Equipment | \$932,444 | |
| Less: Accumulated amortization | (\$560,200) | \$372,244 |
| Total tangible capital assets | \$140,666,806 | \$133,458,606 |
| Prepaid Expenses | \$106,957 | \$165,034 |
| Other Non-Financial Assets | \$149,320 | \$145,058 |
| Total non-financial assets | \$140,923,083 | \$133,768,698 |
| ACCUMULATED SURPLUS | | |
| Unrestricted Surplus | \$1,076,554 | \$953,012 |
| Operating reserves | \$9,005,250 | \$11,216,453 |
| Accumulated Surplus from Operations | \$10,081,804 | \$12,169,465 |
| Investment in capital assets | \$5,790,395 | \$5,648,315 |
| Capital reserves | \$5,268,160 | \$1,921,512 |
| Endowments | \$319,874 | \$319,874 |
| Total Accumulated Surplus (Deficit) | \$21,460,233 | \$20,059,166 |

The statement above compares the Financial Position of the 1st quarter of 2018/2019 to the 1st quarter of the prior year for comparative purposes.

Lethbridge School District No. 51
Notes to the Statement of Financial Position
As at November 30th, 2018

FINANCIAL ASSETS:

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

Cash and Cash Equivalents

Cash at November 30th, 2018 includes deferred operating revenue, endowment funds, and Accumulated Surplus from Operations.

Accounts Receivable

Accounts receivable at November 30th, 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 November 30, 2018 are \$25.52 million dollars.

**Westminster Elementary
Schools
Christmas Concert**



FINANCIAL LIABILITIES:

Accounts Payable

Accounts payable at November 30, 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 or may be utilized in a future period.

Debt

Debt is debt supported by the Province of Alberta on school facilities. All debenture debt has been fully repaid.

Total financial liabilities at November 30, 2018 are \$144.98 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 \$119.46 million.**

A net debt position does not necessarily mean the District is in financial difficulty. Net financial debt includes \$134.88 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 November 30, 2018:

Total Financial Assets

\$ 25.52 Million

Total Liabilities

144.98 Million

Net Financial Assets (Debt)

\$ (119.46) Million

Non-Financial Asset

140.92 Million

Accumulated Surplus

\$ 21.46 Million

Excluding \$134.88
Million expended
Deferred Capital

Results Net Asset
\$15.4 Million

Before consideration of Expended Deferred Capital Revenue, the District had Net Assets of \$15.4 million as at November 30th, 2018.



**Wilson Middle School
Staff vs. Students hockey game**

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 \$140.67 million as of November 30, 2018.

Capital activity during the period included construction costs associated with the construction of the Senator Joyce Fairbairn Middle School and installation of modular structures at Coalbanks Elementary School. Since the beginning of the school year a total of \$1.03 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**

**Opened for the 2018/2019
school year**



**See our website for the 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

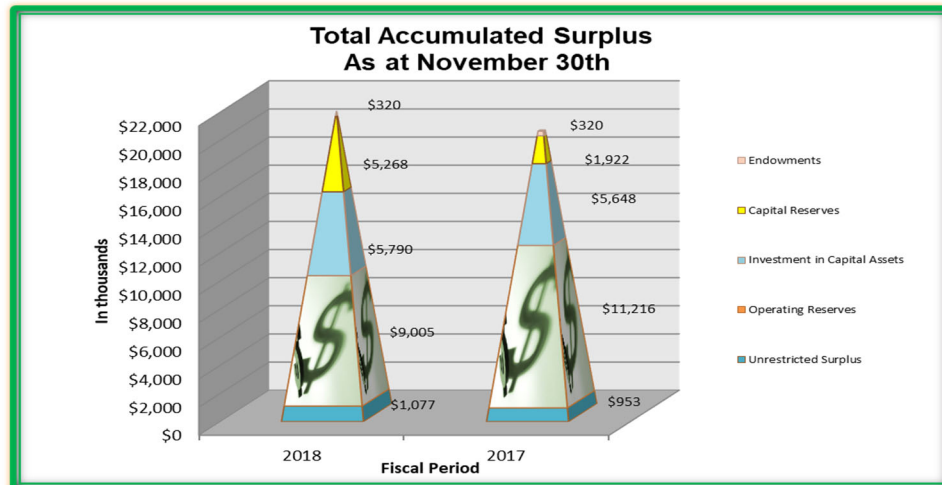
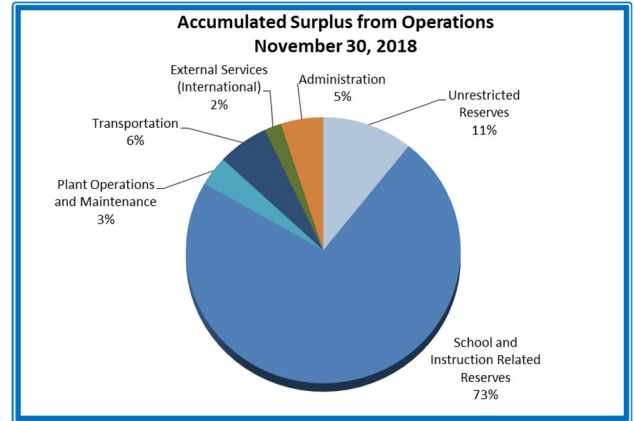
Other financial assets represent inventories of supplies and materials on hand to be used in a subsequent fiscal period.

Total non-financial assets as of November 30th, 2018 are \$140.92 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 73% related to school and instruction reserves which includes reserves held at school sites for future operating expenditures, 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 \$21.46 million. The total of net financial assets (debt) plus total non-financial assets equates to the total accumulated surplus at November 30th, 2018.

Operations

Budget Update as of September 30th

The revised budget for the 2018-2019 school year reflects changes to the District budget as of September 30th, 2018, based on the additional information received since the preliminary budget.

Revenue in the revised budget increased by \$3.2 million over preliminary budget projections developed in May 2018. This majority of increase is due to the utilization of operating reserves for the carryforward of school-based and other instructional surpluses. Subsequent to the approval of the September budget, it was also determined that the Program Unit Funding (PUF) program grant increased by \$321,520 and the Lease Grant was received for \$509,582; these updates are include in the "September 30th operating budget".

An additional 28.3 full time equivalent teachers were hired as well as an additional 5.7 full time equivalent support staff positions in the revised budget.

In budget 2018-2019, \$4.10 million of one-time reserves will be utilized for various priorities including: the West Lethbridge Middle school start-up costs, full-day kindergarten pilot project, an Elementary Literacy Assessment, staffing increases and school based priorities.



| Budget Adjustments: | Revenues | Expenses |
|---|--------------------|--------------------|
| Approved Expenses - "September 30th Budget" | 130,813,083 | 134,742,720 |
| Transfers to Reserves | | 70,000 |
| Total "September 30th "Expenses and Transfers | 130,813,083 | 134,812,720 |
| <i>Updates from Approved "September 30th Budget":</i> | | |
| Increased PUF Grant/Expenditures | 321,520 | 321,520 |
| Lease Grant Received | 509,582 | 509,582 |
| Updated Operating Budget | 131,644,185 | 135,643,822 |
| Transfers from Reserves/Capital | 4,104,637 | 105,000 |
| | 135,748,822 | 135,748,822 |

The Budget Adjustments is a reconciliation from the approved September 30th budget to the Updated 2018/2019 Operating Budget.

Lethbridge School District No. 51

STATEMENT OF OPERATIONS

For the three (3) months ended November 30th, 2018

| | Budget Information | | Forecast | Actual Results Actual Year Ended November 30th | Variances | | Projection | |
|--|--|--|---------------|--|------------------------------|--|---------------------------|-------------------------------|
| | Preliminary Budget 2018-2019 (May 2018) | Updated "September 30th" budget 2018-2019 (Sept 30th 2018) | | | % Expended Revised Budget | % Expended Forecast to November 30th | August 31st Projection | Change from Updated Budget |
| REVENUES | | | | | | | | |
| Alberta Education | \$115,955,687 | \$122,772,058 | \$31,075,201 | \$29,757,386 | 24.24% | 95.76% | \$122,772,058 | \$0 |
| Other - Government of Alberta | \$478,734 | \$798,367 | \$199,592 | \$325,408 | 40.76% | 163.04% | \$798,367 | \$0 |
| Federal Government and First Nations | \$268,928 | \$248,128 | \$124,064 | \$216,875 | 87.40% | 174.81% | \$413,547 | \$165,419 |
| Fees | \$1,880,049 | \$3,399,581 | \$936,427 | \$715,034 | 21.03% | 76.36% | \$3,399,581 | \$0 |
| Other sales and services | \$1,060,926 | \$1,374,347 | \$493,680 | \$319,568 | 23.25% | 64.73% | \$1,374,347 | \$0 |
| Investment income | \$193,000 | \$193,000 | \$48,250 | \$99,910 | 51.77% | 207.07% | \$399,640 | \$206,640 |
| Gifts and donations | \$363,000 | \$363,000 | \$90,750 | \$347,242 | 95.66% | 382.64% | \$363,000 | \$0 |
| Rental of facilities | \$34,704 | \$34,704 | \$8,676 | \$7,176 | 20.68% | 82.71% | \$34,704 | \$0 |
| Fundraising | \$2,461,000 | \$2,461,000 | \$615,250 | \$803,969 | 32.67% | 130.67% | \$2,461,000 | \$0 |
| Total Revenues | \$122,696,028 | \$131,644,185 | \$33,591,890 | \$32,592,568 | 24.76% | 97.03% | \$132,016,244 | \$372,059 |
| EXPENSES | | | | | | | | |
| Instruction-Early Childhood Services | \$7,836,226 | \$9,224,458 | \$2,306,114 | \$2,093,790 | 22.70% | 90.79% | \$9,224,458 | \$0 |
| Instruction - Grades 1-12 | \$93,914,522 | \$102,437,562 | \$25,862,788 | \$25,475,328 | 24.87% | 98.50% | \$100,241,887 | (\$2,195,675) |
| Plant operations and maintenance | \$15,641,805 | \$16,855,261 | \$4,992,814 | \$4,480,213 | 26.58% | 89.73% | \$16,855,261 | \$0 |
| Transportation | \$2,774,000 | \$2,468,779 | \$617,195 | \$489,587 | 19.83% | 79.32% | \$2,468,779 | \$0 |
| Administration | \$4,054,544 | \$4,342,263 | \$1,132,441 | \$1,084,577 | 24.98% | 95.77% | \$4,342,263 | \$0 |
| External services [International Services] | \$253,000 | \$315,500 | \$121,962 | \$102,513 | 32.49% | 84.05% | \$315,500 | \$0 |
| Total Expenses | \$124,474,097 | \$135,643,823 | \$35,033,314 | \$33,726,008 | 24.86% | 96.27% | \$133,448,148 | (\$2,195,675) |
| Operating surplus (deficit) | (\$1,778,069) | (\$3,999,638) | (\$1,441,424) | (\$1,133,440) | | | (\$1,431,904) | |
| Accumulated Surplus from Operations beginning of Year | \$11,087,872 | \$11,087,872 | \$11,087,872 | \$11,087,872 | | | \$11,087,872 | |
| Transfers to/from capital reserves, endowments, & capital | | \$70,000 | \$70,000 | \$127,372 | | | | |
| Accumulated operating surplus (deficit) at end of period | \$9,309,803 | \$7,158,234 | \$9,716,448 | \$10,081,804 | | | \$9,655,968 | |
| AOS as a % of budgeted expenditures [includes SGF accounts] | 7.48% | 5.28% | 7.16% | 7.43% | | | 7.24% | |

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 2018. The second column of budget information is the budget that has been revised after September 30th 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 FNMI students are 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 30th 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 31st, 2019. 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 31st projection has changed from the updated budget (if required).

OPERATION RESULTS:

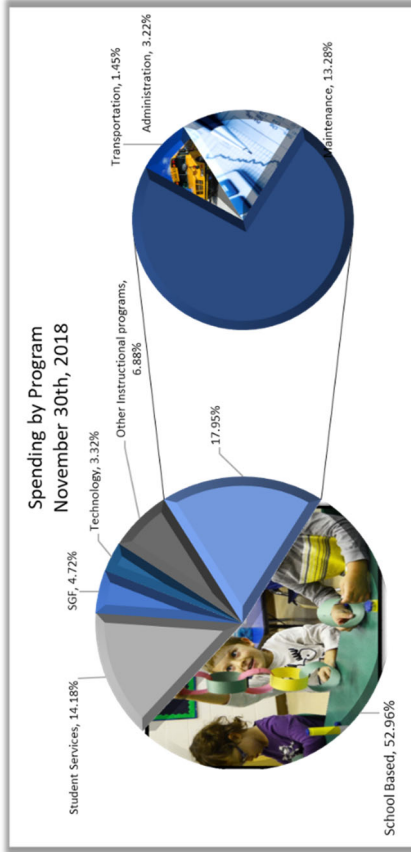
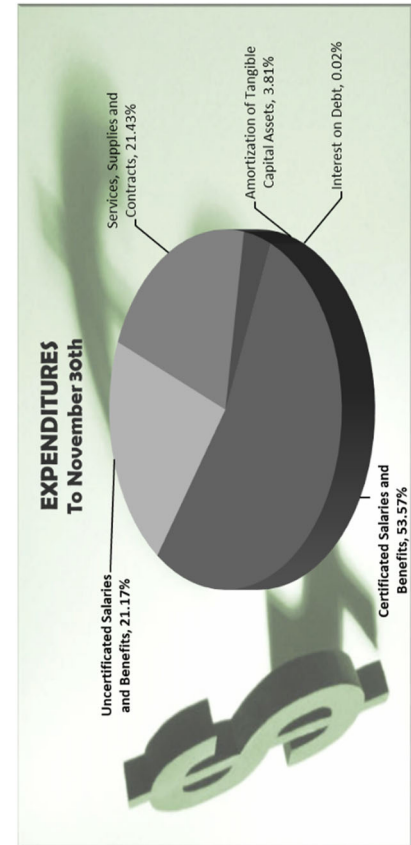
For the three months ended November 30th, 2018, \$32.59 million of revenues have been recorded which is 24.76% of budget. Based on the forecasted timing of revenues received/recognized, it was forecasted that a total of \$33.59 million would have been received in the reporting period; whereas, the actuals 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 97.03% of the forecast.

Expenditures are \$33.73 million as of November 30th, 2018 which is 24.86% of the budget. Based on the forecasted timing of expenditures being paid/recognized, it was forecasted that a total of \$35.03 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 96.27% 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 three (3) months ended November 30th, 2018

| | Instruction (ECS) | Instruction (Grades 1-12) | Plant Operations and Maintenance | Transportation | Board & System Administration | External Services | TOTAL | TOTAL Budget | % Expended of Budget |
|--|----------------------|------------------------------|--|----------------|-------------------------------------|----------------------|---------------|-----------------|-------------------------|
| REVISED BUDGET 2018-2019 (September 30th) | \$9,224,458 | \$102,437,562 | \$16,855,261 | \$2,468,779 | \$4,342,263 | \$315,500 | \$135,643,823 | | |
| FORECAST - November 30th | \$2,306,114 | \$25,862,788 | \$4,992,814 | \$617,195 | \$1,132,441 | \$121,962 | \$35,033,314 | | |
| EXPENSES | | | | | | | | | |
| Certificated salaries and benefits | \$725,034 | \$17,088,639 | \$0 | \$0 | \$226,144 | \$23,204 | \$18,063,021 | \$79,665,832 | 22.67% |
| Non-certificated salaries and benefits | \$1,321,948 | \$4,106,941 | \$1,137,755 | \$19,933 | \$553,308 | \$5,153 | \$7,145,038 | \$24,858,409 | 28.74% |
| SUB - TOTAL | \$2,046,982 | \$21,195,580 | \$1,137,755 | \$19,933 | \$779,452 | \$28,357 | \$25,208,059 | \$104,524,241 | 24.12% |
| Services, contracts and supplies | \$46,808 | \$4,058,090 | \$2,310,564 | \$466,474 | \$270,446 | \$74,156 | \$7,226,538 | \$25,981,397 | 27.81% |
| Amortization of capital assets | \$0 | \$214,794 | \$1,031,894 | \$3,180 | \$34,679 | \$0 | \$1,284,547 | \$5,138,184 | 25.00% |
| Interest and charges | \$0 | \$6,864 | \$0 | \$0 | \$0 | \$0 | \$6,864 | \$0 | 100.00% |
| Losses on disposal of capital assets | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | 100.00% |
| TOTAL EXPENSES | \$2,093,790 | \$25,475,328 | \$4,480,213 | \$489,587 | \$1,084,577 | \$102,513 | \$33,726,008 | \$135,643,822 | 24.86% |
| Total unexpended funds period to date | \$7,130,668 | \$76,962,234 | \$12,375,048 | \$1,979,192 | \$3,257,686 | \$212,987 | \$101,917,815 | \$135,643,822 | 75.14% |
| % Expended of Budget | 22.70% | 24.87% | 26.58% | 19.83% | 24.98% | 32.49% | 24.86% | | |



Lethbridge School District No. 51
Notes to the Statement of Operations
For the three months ended November 30th, 2018

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. 91% 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 1st quarter, the District has received 95.76% of the forecasted funds received (or 24.24% 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 at the first 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.

**Lethbridge
Collegiate
Institute
basketball
tournament**



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 November 30, 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 (PUF) for early learners requiring specialized supports, and the kindergarten program at elementary schools. ECS expenditures are at 22.7% of the total budget (compared to 25.0% forecasted). The expenditures are less than forecast mostly relates to the PUF program as many of the staff are still being hired.

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 24.9% of the total budget (compared to 25.2% forecast). See the *Statement of Instructional (Grade 1-12) Program Expenditures* for details of the major programs within this functional area.

**Mike Mountain Horse
Elementary School
Students join in the
annual Terry Fox
walk**



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 26.6% of the total budget (compared to 29.6% forecasted).

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 19.8% of the total budget (compared to 25.0% 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 25.0% of the total budget (compared to 26.1% 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 32.5% of the total budget (compared to 38.7% forecasted).

Overall, expenditures are lower than the forecasted figures at November 30, 2018

Lethbridge School District No. 51
Schedule of Instructional (Grades 1-12) Program Expenditures
For the three (3) months ended November 30th, 2018

| PROGRAM | Budget Updated Budget 2018-2019 (Sept 30th 2018) | Forecast Forecasted To November 30th | Actual Results Actual Year Ended November 30th | Variances | | Projection | |
|---|---|--|--|------------------------------|--|---------------------------|-------------------------------|
| | | | | % Expended Updated Budget | % Expended Forecast to November 30th | August 31st Projection | Change from Updated Budget |
| School Based Instruction | \$64,600,208 | \$16,204,727 | \$16,036,752 | 24.82% | 98.96% | \$64,209,552 | (\$390,656) |
| Inclusive Learning Supports | \$9,311,856 | \$2,327,964 | \$2,118,623 | 22.75% | 91.01% | \$9,311,856 | \$0 |
| Shared Instructional Services | \$11,527,683 | \$3,080,643 | \$2,677,998 | 23.23% | 86.93% | \$9,722,664 | (\$1,805,019) |
| School Generated Funds Activities | \$6,129,088 | \$1,532,272 | \$1,590,845 | 25.96% | 103.82% | \$6,129,088 | \$0 |
| Technology | \$2,707,150 | \$676,787 | \$1,118,683 | 41.32% | 165.29% | \$2,707,150 | \$0 |
| Institutional Programs | \$998,278 | \$249,570 | \$228,885 | 22.93% | 91.71% | \$998,278 | \$0 |
| Division of Instructional Services | \$837,437 | \$209,359 | \$210,531 | 25.14% | 100.56% | \$837,437 | \$0 |
| FNMI Programming | \$707,164 | \$176,791 | \$150,211 | 21.24% | 84.97% | \$707,164 | \$0 |
| Counselling Program | \$2,595,395 | \$648,849 | \$646,302 | 24.90% | 99.61% | \$2,595,395 | \$0 |
| Other Instructional Programs | \$3,023,304 | \$755,826 | \$696,497 | 23.04% | 92.15% | \$3,023,304 | \$0 |
| Total Instructional (Grades 1-12) Program Expenditures | \$102,437,562 | \$25,862,788 | \$25,475,328 | 24.87% | 98.50% | \$100,241,887 | (\$2,195,675) |

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 three months ended November 30th, 2018

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 24.8% of the total budget (compared to 25.1% forecasted). See the *Statement 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 22.8% of the total budget (compared to 25.0% forecasted). The expenditures are less than forecast mostly relates to that many of the educational assistant staff are still being hired.

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 1st quarter. Shared Instructional Services expenditures are at 23.2% of the total budget (compared to 26.7% forecasted). The expenditures are less than forecast mostly relates to the savings on average teacher costs.



**Ecole Agnes
Davidson
Elementary School
wins CBC's 2018
Canadian Music
Class Challenge**

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 26.0% of the total budget (compared to 25.0% forecasted).

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 41.3% of the total budget (compared to 25.0% forecasted). The increase in technology costs relates to evergreening of projectors and boards.

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 22.9% of the total budget (compared to 25.0% forecasted). The expenditures are less than forecast mostly relates to that some of the staffing is for summer programming and will not incur until the summer.

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 25.1% of the total budget (compared to 25.0% forecasted). The increase in the expenditure relative the forecast is due to increased contracted services and that more supplies are purchased at the beginning of the year.

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 21.2% of the total budget (compared to 25.0% forecasted). The expenditures are less than forecast mostly relates to that many of the FNMI Liaisons staff are still being hired.



FNMI – Feather
Ceremony & 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 24.9% of the total budget (compared to 25.0% 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 23.0% of the total budget (compared to 25.0% forecasted).

Overall, instructional (grade 1-12) program expenditures are lower than the forecasted figures at November 30, 2018



Lethbridge School District No. 51
Schedule of School Based Instruction Expenditures
For the three (3) months ended November 30th, 2018

| SCHOOL | Budget Updated Budget 2018-2019 (Sept 30th 2018) | Forecast Forecasted To November 30th | Actual Results Actual Year Ended November 30th | Variances | | Projection | |
|---|---|--|--|------------------------------|--|---------------------------|-------------------------------|
| | | | | % Expended Updated Budget | % Expended Forecast to November 30th | August 31st Projection | Change from Updated Budget |
| High Schools: | | | | | | | |
| Lethbridge Collegiate Institute | \$4,853,209 | \$1,224,552 | \$1,286,498 | 26.51% | 105.06% | \$4,853,209 | \$0 |
| Winston Churchill High School | \$5,059,270 | \$1,264,817 | \$1,226,203 | 24.24% | 96.95% | \$4,959,854 | (\$99,416) |
| Chinook High School | \$7,046,494 | \$1,761,624 | \$1,716,317 | 24.36% | 97.43% | \$7,046,494 | \$0 |
| Victoria Park High School | \$2,002,133 | \$500,533 | \$471,169 | 23.53% | 94.13% | \$1,999,713 | (\$2,420) |
| Immanuel Christian Secondary School | \$2,019,037 | \$508,509 | \$505,228 | 25.02% | 99.35% | \$2,019,037 | \$0 |
| Middle Schools: | | | | | | | |
| GS Lakie Middle School | \$2,966,413 | \$745,803 | \$721,115 | 24.31% | 96.69% | \$2,895,149 | (\$71,264) |
| Wilson Middle School | \$4,006,241 | \$1,001,560 | \$994,280 | 24.82% | 99.27% | \$3,985,357 | (\$20,884) |
| Gilbert Paterson | \$4,034,920 | \$1,008,730 | \$1,012,048 | 25.08% | 100.33% | \$4,034,920 | \$0 |
| Lethbridge Christian School | \$1,268,675 | \$317,169 | \$316,951 | 24.98% | 99.93% | \$1,256,859 | (\$11,816) |
| Senator Joyce Fairbairn Middle School | \$2,767,744 | \$699,436 | \$684,918 | 24.75% | 97.92% | \$2,765,676 | (\$2,068) |
| Elementary Schools: | | | | | | | |
| Senator Buchanan | \$1,886,032 | \$471,508 | \$480,562 | 25.48% | 101.92% | \$1,886,032 | \$0 |
| Immanuel Christian Elementary School | \$1,652,819 | \$413,205 | \$427,446 | 25.86% | 103.45% | \$1,652,819 | \$0 |
| Ecole Agnes Davidson | \$3,207,171 | \$801,793 | \$761,857 | 23.75% | 95.02% | \$3,130,599 | (\$76,572) |
| Fleetwood-Bawden | \$2,187,609 | \$546,902 | \$555,686 | 25.40% | 101.61% | \$2,187,609 | \$0 |
| Galbraith | \$2,696,690 | \$683,923 | \$667,669 | 24.76% | 97.62% | \$2,679,514 | (\$17,176) |
| Lakeview | \$3,141,125 | \$789,781 | \$763,814 | 24.32% | 96.71% | \$3,091,241 | (\$49,884) |
| General Stewart | \$873,973 | \$220,818 | \$219,295 | 25.09% | 99.31% | \$873,973 | \$0 |
| Westminster | \$1,504,036 | \$376,009 | \$375,921 | 24.99% | 99.98% | \$1,504,036 | \$0 |
| Coalbanks Elementary School | \$2,776,087 | \$694,397 | \$703,170 | 25.33% | 101.26% | \$2,776,087 | \$0 |
| Ecole Nicholas Sheran | \$3,267,128 | \$823,907 | \$802,173 | 24.55% | 97.36% | \$3,253,704 | (\$13,424) |
| Park Meadows | \$1,987,444 | \$497,011 | \$500,866 | 25.20% | 100.78% | \$1,987,444 | \$0 |
| Mike Mountain Horse | \$3,136,839 | \$784,210 | \$776,154 | 24.74% | 98.97% | \$3,111,107 | (\$25,732) |
| Dr. Probe Elementary School | \$3,213,929 | \$807,232 | \$806,114 | 25.08% | 99.86% | \$3,213,929 | \$0 |
| Allocation of ECS Teachers included in Schools | (\$2,954,810) | (\$738,702) | (\$738,703) | 25.00% | 100.00% | (\$2,954,810) | \$0 |
| Total School Based Instruction Expenditures | \$64,600,208 | \$16,204,728 | \$16,036,752 | 24.82% | 98.96% | \$64,209,552 | (\$390,656) |

Lethbridge School District No. 51
Schedule of School Generated Funds (SGF)
For the three (3) months ended November 30th, 2018

| SCHOOL | SGF Balances | | Actual Results | | SGF Balances | Change in SGF Increase (Decrease) |
|--|--------------|------------------------------|------------------------------|---------------|--------------|-----------------------------------|
| | August 31st | Revenues up to November 30th | Expenses up to November 30th | November 30th | | |
| REVISED BUDGET 2017-2018 (September 30th) | N/A | \$5,995,088 | (\$6,129,088) | N/A | N/A | N/A |
| FORECAST - November 30th | N/A | \$1,498,772 | (\$1,532,272) | N/A | N/A | N/A |
| High Schools: | | | | | | |
| Lethbridge Collegiate Institute | \$151,208 | \$144,258 | (\$155,371) | \$140,095 | (\$11,113) | |
| Winston Churchill High School | \$289,116 | \$225,509 | (\$159,907) | \$354,718 | \$65,602 | |
| Chinook High School | \$236,528 | \$315,492 | (\$213,922) | \$338,098 | \$101,570 | |
| Victoria Park High School | \$232,297 | \$30,099 | (\$28,852) | \$233,544 | \$1,247 | |
| Immanuel Christian Secondary School | \$65,264 | \$97,576 | (\$86,343) | \$76,497 | \$11,233 | |
| Middle Schools: | | | | | | |
| GS Lakie Middle School | \$255,317 | \$75,279 | (\$95,034) | \$235,561 | (\$19,755) | |
| Wilson Middle School | \$319,457 | \$157,119 | (\$227,622) | \$248,954 | (\$70,503) | |
| Gilbert Paterson | \$125,405 | \$202,799 | (\$94,501) | \$233,703 | \$108,298 | |
| Lethbridge Christian School | \$41,162 | \$14,666 | (\$10,026) | \$45,803 | \$4,641 | |
| Senator Joyce Fairbairn Middle School | \$0 | \$53,461 | \$5,352 | \$58,813 | \$58,813 | |
| Elementary Schools: | | | | | | |
| Senator Buchanan | \$27,079 | \$7,472 | (\$7,191) | \$27,360 | \$281 | |
| Immanuel Christian Elementary School | \$10,074 | \$10,960 | (\$3,163) | \$17,871 | \$7,797 | |
| Ecole Agnes Davidson | \$80,814 | \$44,420 | (\$10,038) | \$115,197 | \$34,382 | |
| Fleetwood-Bawden | \$17,497 | \$20,446 | (\$10,851) | \$27,092 | \$9,595 | |
| Galbraith | \$56,624 | \$1,650 | (\$16,440) | \$41,834 | (\$14,790) | |
| Lakeview | \$182,764 | \$247,031 | (\$398,250) | \$31,545 | (\$151,219) | |
| General Stewart | \$4,439 | \$1,936 | (\$3,399) | \$2,976 | (\$1,463) | |
| Westminster | \$85,987 | \$3,921 | (\$9,434) | \$80,473 | (\$5,514) | |
| Coalbanks Elementary School | \$8,130 | \$25,369 | (\$6,129) | \$27,370 | \$19,240 | |
| Ecole Nicholas Sheran | \$33,156 | \$25,058 | (\$25,696) | \$32,518 | (\$637) | |
| Park Meadows | \$14,723 | \$25,433 | (\$6,565) | \$33,591 | \$18,868 | |
| Mike Mountain Horse | \$39,915 | \$17,594 | (\$6,977) | \$50,532 | \$10,617 | |
| Dr. Probe Elementary School | \$72,980 | \$29,693 | (\$20,487) | \$82,187 | \$9,206 | |
| School Generated Funds | \$2,349,937 | \$1,777,242 | (\$1,590,845) | \$2,536,333 | \$186,396 | |
| Total SGF investment accounts (GICs) | \$74,541 | | | \$74,541 | \$0 | |
| Total School Generated Funds | \$2,424,478 | \$1,777,242 | (\$1,590,845) | \$2,610,874 | \$186,396 | |
| % Expended of Budget | | 29.64% | 25.96% | | | |
| % Expended of projected | | 118.58% | 103.82% | | | |

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 three (3) months ended November 30th, 2018

| | Budget Information | Projection | |
|---|--|------------------------|----------------------------|
| | Updated "September 30th" budget 2018-2019 (Sept 30th 2018) | August 31st Projection | Change from Updated Budget |
| REVENUES | | | |
| Alberta Education | \$122,772,058 | \$122,772,058 | \$0 |
| Other - Government of Alberta | \$798,367 | \$798,367 | \$0 |
| Federal Government and First Nations | \$248,128 | \$413,547 | \$165,419 |
| Fees | \$3,399,581 | \$3,399,581 | \$0 |
| Other sales and services | \$1,374,347 | \$1,374,347 | \$0 |
| Investment income | \$193,000 | \$399,640 | \$206,640 |
| Gifts and donations | \$363,000 | \$363,000 | \$0 |
| Rental of facilities | \$34,704 | \$34,704 | \$0 |
| Fundraising | \$2,461,000 | \$2,461,000 | \$0 |
| Total Revenues | \$131,644,185 | \$132,016,244 | \$372,059 |
| EXPENSES | | | |
| Instruction-Early Childhood Services | \$9,224,458 | \$9,224,458 | \$0 |
| Instruction - Grades 1-12 | \$102,437,562 | \$100,241,887 | (\$2,195,675) |
| Plant operations and maintenance | \$16,855,261 | \$16,855,261 | \$0 |
| Transportation | \$2,468,779 | \$2,468,779 | \$0 |
| Administration | \$4,342,263 | \$4,342,263 | \$0 |
| External services <i>[International Services]</i> | \$315,500 | \$315,500 | \$0 |
| Total Expenses | \$135,643,823 | \$133,448,148 | (\$2,195,675) |

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

Projected Revenues:

- **Federal Government and First Nations** - increase in projections of \$165,419 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 \$206,640 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 \$2,195,675 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 \$390,656 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 \$1,805,019 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).

Lethbridge School District No. 51

Appendices

For the three months ended November 30th, 2018

The Appendices include charts and graphs for the revenues and expenditures at November 30th, 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

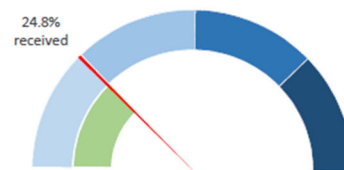
Quarterly Reporting - November 30th, 2018

Financial Data as at January 14th, 2019

| | Budget | Forecast | YTD | Variance | YTD % |
|-------------------------|-------------|------------|------------|-----------|-------|
| Alberta Education | 122,772,058 | 31,075,201 | 29,757,386 | 1,317,815 | 24.2% |
| Government of Alberta | 798,367 | 199,592 | 325,408 | (125,816) | 40.8% |
| Federal & First Nations | 248,128 | 124,064 | 216,875 | (92,811) | 87.4% |
| Fees | 3,399,581 | 936,427 | 715,034 | 221,393 | 21.0% |
| Other Sales & Services | 1,374,347 | 493,680 | 319,568 | 174,112 | 23.3% |
| Investment Income | 193,000 | 48,250 | 99,910 | (51,660) | 51.8% |
| Gifts & Donations | 363,000 | 90,750 | 347,242 | (256,492) | 95.7% |
| Rental of Facilities | 34,704 | 8,676 | 7,176 | 1,500 | 20.7% |
| Fundraising | 2,461,000 | 615,250 | 803,969 | (188,719) | 32.7% |
| | 131,644,185 | 33,591,890 | 32,592,568 | 999,322 | 24.8% |

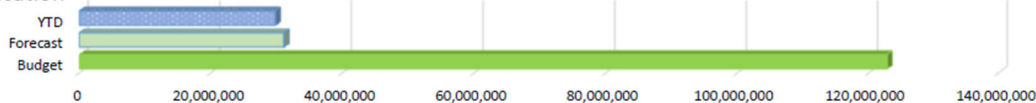
25.5%

Total Revenue Tachometer:

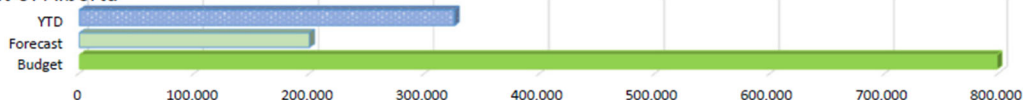


Year-to-date (YTD) compared to budget and forecast, including

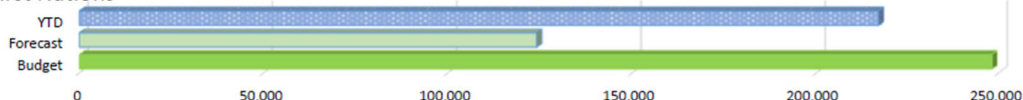
Alberta Education



Government of Alberta



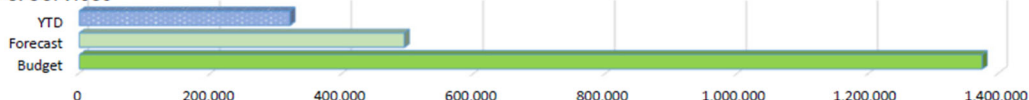
Federal & First Nations



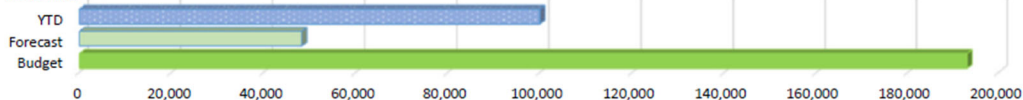
Fees



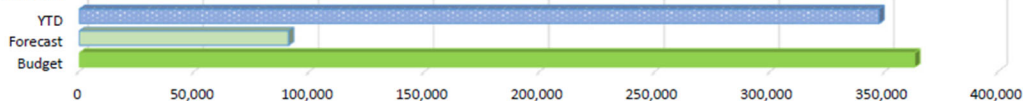
Other Sales & Services



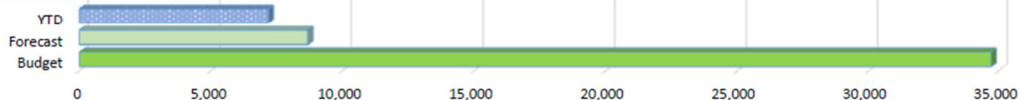
Investment Income



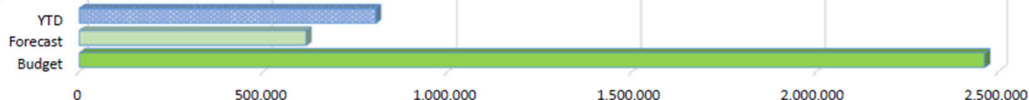
Gifts & Donations



Rental of Facilities



Fundraising





Lethbridge School District No.51

Summary of Expenses

Quarterly Reporting - November 30th, 2018

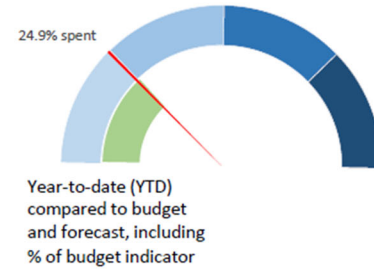
Financial Data as at January 14th, 2019

| | Budget | Forecast | YTD | Variance | YTD % |
|----------------------------|-------------|------------|------------|-----------|-------|
| Salaries | 83,563,107 | 20,890,777 | 20,099,912 | 790,865 | 24.1% |
| Benefits | 19,948,890 | 5,185,945 | 4,804,393 | 381,552 | 24.1% |
| Professional Development | 829,013 | 207,253 | 254,649 | (47,395) | 30.7% |
| Contracted Services | 7,399,316 | 2,270,266 | 2,048,224 | 222,042 | 27.7% |
| Other Services | 2,189,142 | 1,050,485 | 1,014,768 | 35,717 | 46.4% |
| Supplies | 5,808,472 | 1,452,118 | 1,893,777 | (441,659) | 32.6% |
| Other Expenditures | 1,613,150 | 403,288 | 254,801 | 148,487 | 15.8% |
| Bank Charges and Transfers | 14,292,732 | 3,573,183 | 3,355,486 | 217,697 | 23.5% |
| | 135,643,822 | 35,033,314 | 33,726,008 | 1,307,306 | 24.9% |

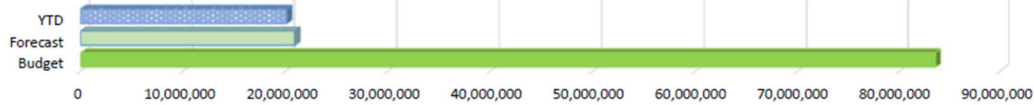
25.8%

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 25% of the approved budget).

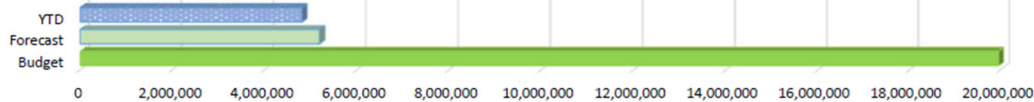
Total Expense Tachometer:



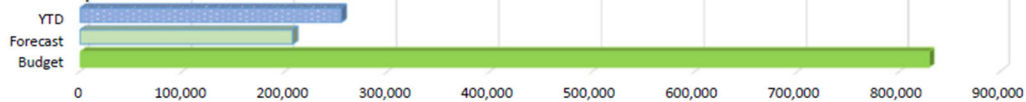
Salaries



Benefits



Professional Development



Contracted Services



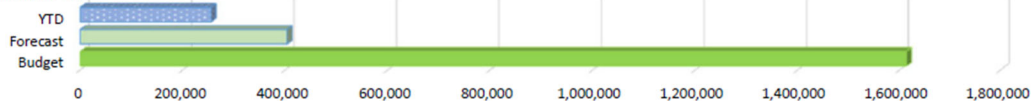
Other Services



Supplies



Other Expenditures





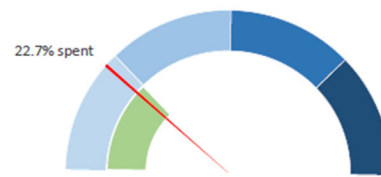
Instruction - ECS Summary Quarterly Reporting - November 30th, 2018

Financial Data as at January 14th, 2019

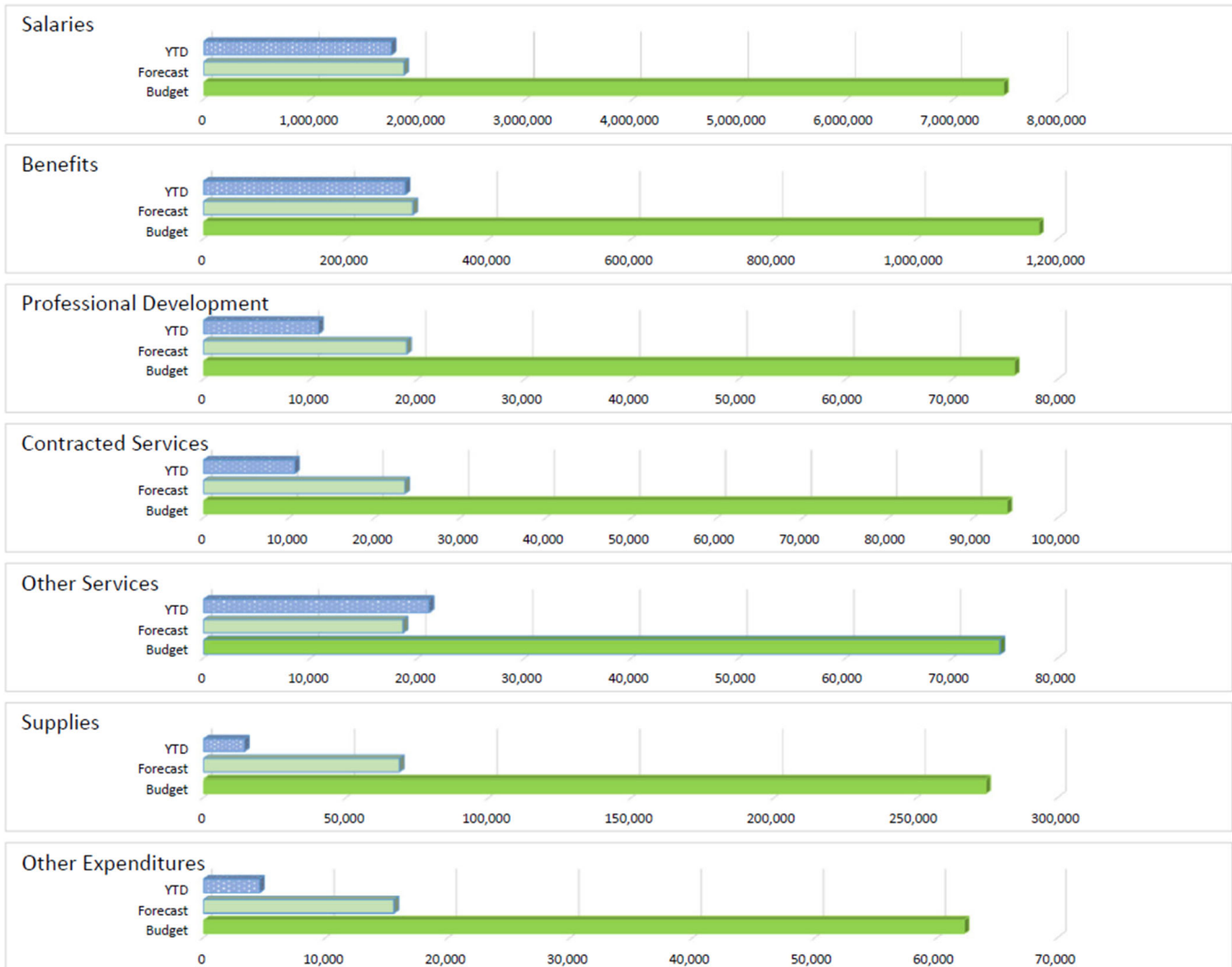
| | Budget | Forecast | YTD | Variance | YTD % |
|----------------------------|-----------|-----------|-----------|----------|-------|
| Salaries | 7,470,981 | 1,867,745 | 1,750,188 | 117,557 | 23.4% |
| Benefits | 1,172,628 | 293,157 | 282,359 | 10,798 | 24.1% |
| Professional Development | 75,864 | 18,966 | 10,734 | 8,232 | 14.1% |
| Contracted Services | 93,973 | 23,493 | 10,617 | 12,876 | 11.3% |
| Other Services | 74,500 | 18,625 | 21,050 | (2,425) | 28.3% |
| Supplies | 274,294 | 68,574 | 14,274 | 54,299 | 5.2% |
| Other Expenditures | 62,217 | 15,554 | 4,568 | 10,986 | 7.3% |
| Bank Charges and Transfers | 0 | 0 | 0 | 0 | 0.0% |
| | 9,224,458 | 2,306,114 | 2,093,790 | 212,324 | 22.7% |
| | | 25.0% | | | |

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 25% of the approved budget).

Total Expense Tachometer:



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





Instruction - Grades 1-12 Summary Quarterly Reporting - November 30th, 2018

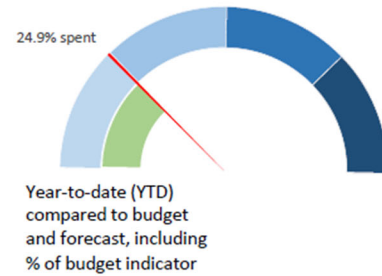
Financial Data as at January 14th, 2019

| | Budget | Forecast | YTD | Variance | YTD % |
|----------------------------|-------------|------------|------------|-----------|-------|
| Salaries | 69,835,160 | 17,458,790 | 16,789,984 | 668,806 | 24.0% |
| Benefits | 17,180,568 | 4,493,864 | 4,155,506 | 338,358 | 24.2% |
| Professional Development | 688,096 | 172,024 | 223,094 | (51,070) | 32.4% |
| Contracted Services | 1,198,803 | 299,701 | 326,904 | (27,203) | 27.3% |
| Other Services | 714,152 | 233,213 | 244,690 | (11,477) | 34.3% |
| Supplies | 4,996,028 | 1,249,007 | 1,723,992 | (474,985) | 34.5% |
| Other Expenditures | 1,335,004 | 333,751 | 217,480 | 116,271 | 16.3% |
| Bank Charges and Transfers | 6,489,752 | 1,622,438 | 1,793,678 | (171,240) | 27.6% |
| | 102,437,562 | 25,862,788 | 25,475,328 | 387,460 | 24.9% |

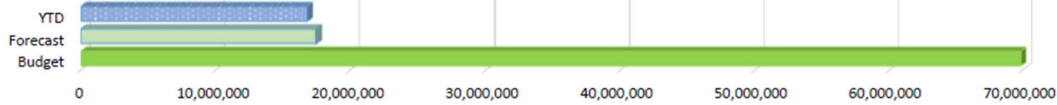
25.2%

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 25% of the approved budget).

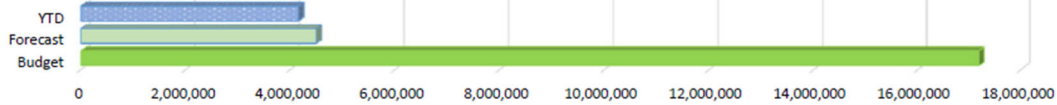
Total Expense Tachometer:



Salaries



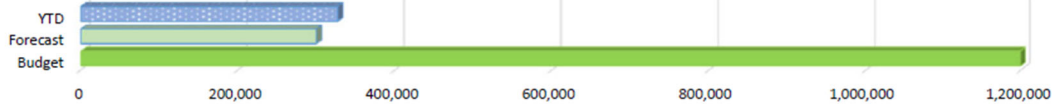
Benefits



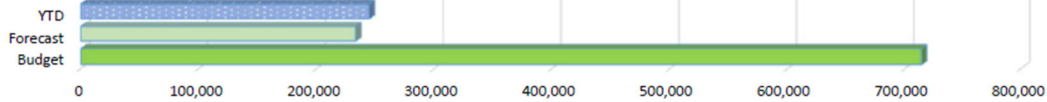
Professional Development



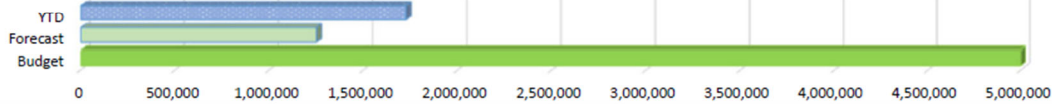
Contracted Services



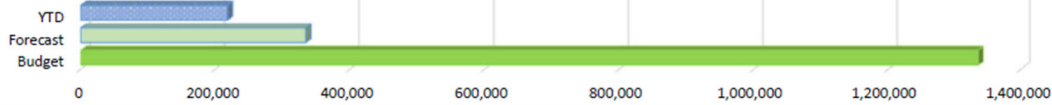
Other Services



Supplies



Other Expenditures





Plant Operations and Maintenance Summary

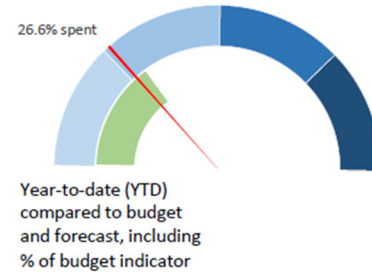
Quarterly Reporting - November 30th, 2018

Financial Data as at January 14th, 2019

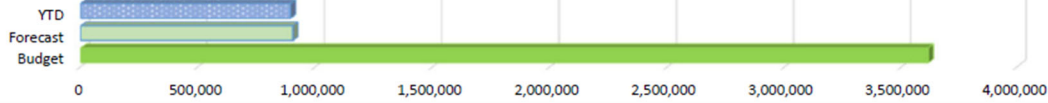
| | Budget | Forecast | YTD | Variance | YTD % |
|----------------------------|------------|-----------|-----------|----------|-------|
| Salaries | 3,614,231 | 903,558 | 892,857 | 10,701 | 24.7% |
| Benefits | 1,011,825 | 252,956 | 243,255 | 9,701 | 24.0% |
| Professional Development | 22,050 | 5,513 | 833 | 4,679 | 3.8% |
| Contracted Services | 3,254,489 | 1,210,435 | 1,115,512 | 94,922 | 34.3% |
| Other Services | 992,532 | 630,320 | 587,253 | 43,066 | 59.2% |
| Supplies | 316,933 | 79,233 | 132,492 | (53,259) | 41.8% |
| Other Expenditures | 8,100 | 2,025 | 3,787 | (1,762) | 46.8% |
| Bank Charges and Transfers | 7,635,101 | 1,908,775 | 1,504,224 | 404,552 | 19.7% |
| | 16,855,261 | 4,992,814 | 4,480,213 | 512,601 | 26.6% |

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 25% of the approved budget).

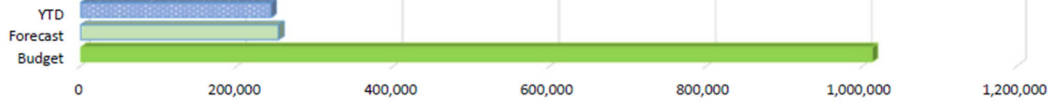
Total Expense Tachometer:



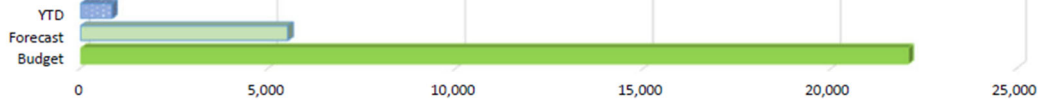
Salaries



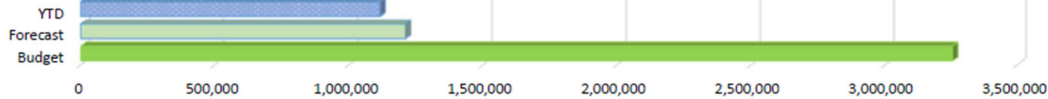
Benefits



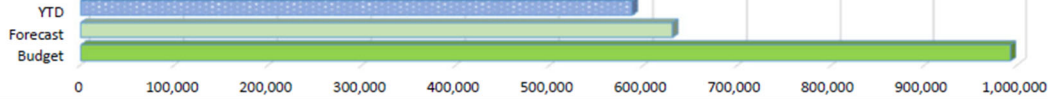
Professional Development



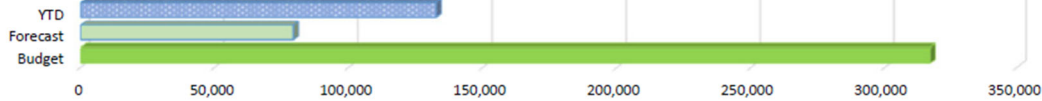
Contracted Services



Other Services



Supplies



Other Expenditures



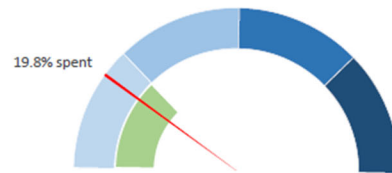


Transportation Summary Quarterly Reporting - November 30th, 2018

Financial Data as at January 14th, 2019

| | Budget | Forecast | YTD | Variance | YTD % |
|----------------------------|-----------|----------|---------|----------|-------|
| Salaries | 67,500 | 16,875 | 16,875 | 0 | 25.0% |
| Benefits | 19,913 | 4,978 | 2,719 | 2,259 | 13.7% |
| Professional Development | 10,000 | 2,500 | 339 | 2,161 | 3.4% |
| Contracted Services | 2,306,766 | 576,692 | 452,500 | 124,191 | 19.6% |
| Other Services | 0 | 0 | 0 | 0 | 0.0% |
| Supplies | 10,000 | 2,500 | 317 | 2,183 | 3.2% |
| Other Expenditures | 2,000 | 500 | 507 | (7) | 25.4% |
| Bank Charges and Transfers | 52,600 | 13,150 | 16,330 | (3,180) | 31.0% |
| | 2,468,779 | 617,195 | 489,587 | 127,608 | 19.8% |
| | | 25.0% | | | |

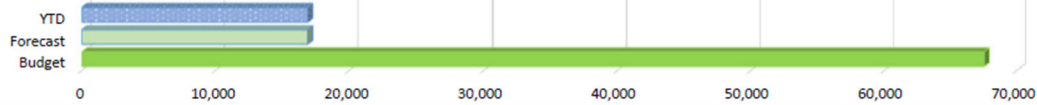
Total Expense Tachometer:



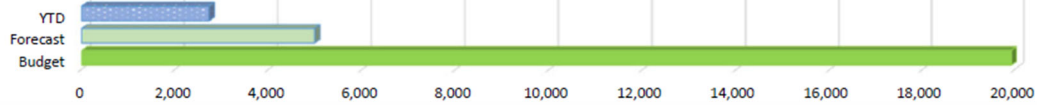
Year-to-date (YTD) compared to budget and forecast, including % of budget indicator

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 25% of the approved budget).

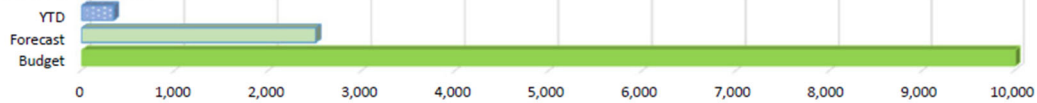
Salaries



Benefits



Professional Development



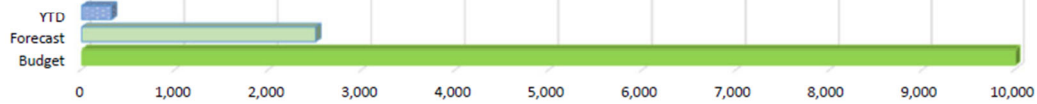
Contracted Services



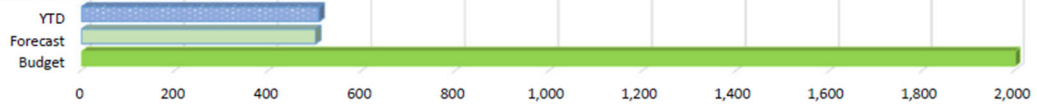
Other Services



Supplies



Other Expenditures



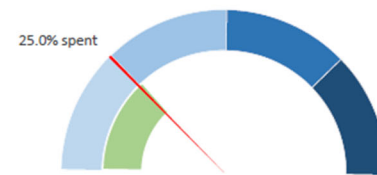


Board & System Administration Summary Quarterly Reporting - November 30th, 2018

Financial Data as at January 14th, 2019

| | Budget | Forecast | YTD | Variance | YTD % |
|----------------------------|-----------|-----------|-----------|----------|-------|
| Salaries | 2,464,155 | 616,039 | 625,259 | (9,221) | 25.4% |
| Benefits | 549,654 | 137,413 | 116,944 | 20,469 | 21.3% |
| Professional Development | 33,003 | 8,251 | 19,649 | (11,399) | 59.5% |
| Contracted Services | 545,285 | 159,946 | 142,691 | 17,255 | 26.2% |
| Other Services | 347,008 | 110,002 | 89,455 | 20,547 | 25.8% |
| Supplies | 198,239 | 49,560 | 20,865 | 28,694 | 10.5% |
| Other Expenditures | 89,640 | 22,410 | 28,458 | (6,048) | 31.7% |
| Bank Charges and Transfers | 115,279 | 28,820 | 41,254 | (12,434) | 35.8% |
| | 4,342,263 | 1,132,441 | 1,084,577 | 47,864 | 25.0% |
| | | | | | 26.1% |

Total Expense Tachometer:



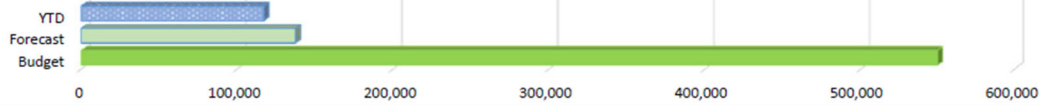
Year-to-date (YTD) compared to budget and forecast, including % of budget indicator

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 25% of the approved budget).

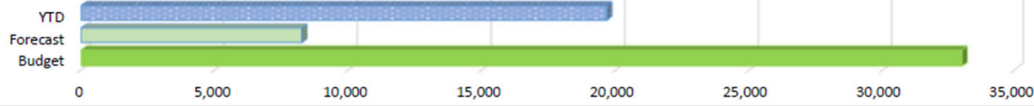
Salaries



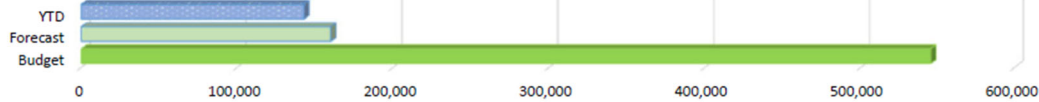
Benefits



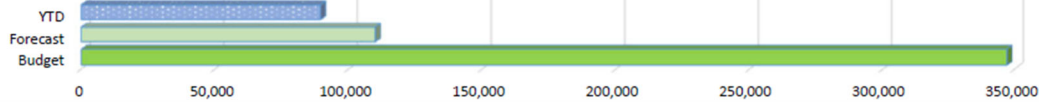
Professional Development



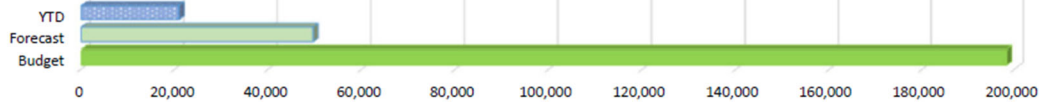
Contracted Services



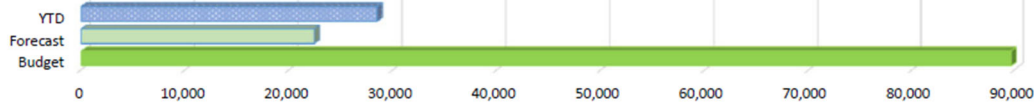
Other Services



Supplies



Other Expenditures





External Services Summary Quarterly Reporting - November 30th, 2018

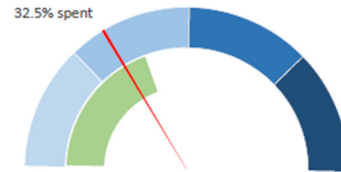
Financial Data as at January 14th, 2019

| | Budget | Forecast | YTD | Variance | YTD % |
|----------------------------|---------|----------|---------|----------|--------|
| Salaries | 111,080 | 27,770 | 24,748 | 3,022 | 22.3% |
| Benefits | 14,303 | 3,576 | 3,609 | (33) | 25.2% |
| Professional Development | 0 | 0 | 0 | 0 | 0.0% |
| Contracted Services | 0 | 0 | 0 | 0 | 0.0% |
| Other Services | 60,950 | 58,325 | 72,320 | (13,995) | 118.7% |
| Supplies | 12,978 | 3,245 | 1,836 | 1,408 | 14.1% |
| Other Expenditures | 116,189 | 29,047 | 0 | 29,047 | 0.0% |
| Bank Charges and Transfers | 0 | 0 | 0 | 0 | 0.0% |
| | 315,500 | 121,962 | 102,513 | 19,449 | 32.5% |

38.7%

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 25% of the approved budget).

Total Expense Tachometer:



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

