

Lethbridge School District No. 51

Year End Report

August 31st

2019

This document is Management's Discussion and Analysis of the Audited Financial Statements for the year ended August 31, 2019. *This report should be read in conjunction with the Audited Financial Statements and the financial information contained herein has not been audited.*

**Report to the
Board of Trustees**
November 26th, 2019



Lethbridge
SCHOOL DISTRICT
— NO. 51 —

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Lethbridge School District No. 51

Management Discussion and Analysis Report For the year ended August 31st, 2019

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Executive Summary

Lethbridge School District No. 51 has a total budget of \$136.0 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 three (23) schools and four (4) institutional programs.

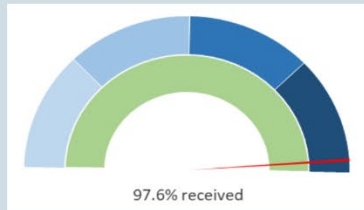
The District has experienced overall enrolment growth in 2018-2019 of 228 students (2.02 %) over 2017-2018 enrollment.

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 1st, 2018 until August 31st, 2019 to provide fiscal accountability within the established guidelines.

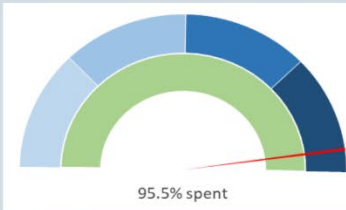
Note: Effective September 1st, 2019, the School District's name was legally changed to "Lethbridge School Division"; however, for the 2018-2019 Audited Financial Statements, Management Discussion and Analysis Report, and other yearend reporting are dated August 31st, 2019 and therefore prior to the legal name change.



Hockey Day – Winter Carnival



Total Revenues



Total Expenditures

Overview:

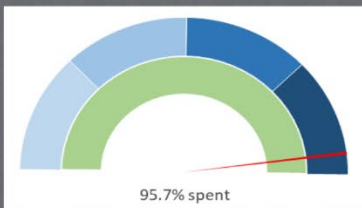
The following is an overview of the yearend reporting on the operations of Lethbridge School District No. 51. This report is the yearend report (up to August 31, 2019).

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

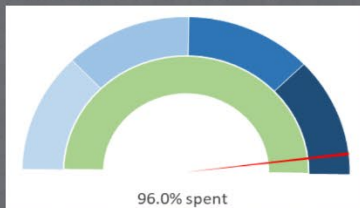
Instruction - ECS



Budget: \$ 9,315,055
Year-to-date: \$ 8,918,450 (95.7%)



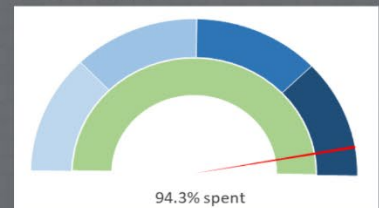
Instruction - Grade 1 - 12



Budget: \$ 102,517,789
Year-to-date: \$ 98,383,680 (96.0%)



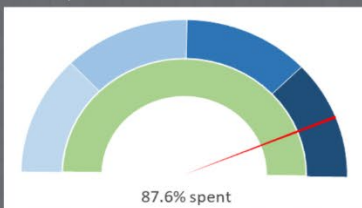
Plant Operation & Maintenance



Budget: \$ 16,855,261
Year-to-date: \$ 15,886,139 (94.3%)



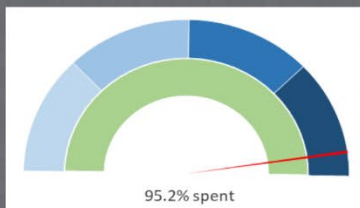
Transportation



Budget: \$ 2,468,779
Year-to-date: \$ 2,162,305 (87.6%)



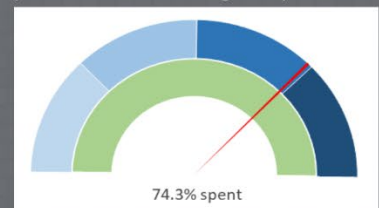
Board & System Administration



Budget: \$ 4,342,263
Year-to-date: \$ 4,133,438 (95.2%)



External Services (International Program)

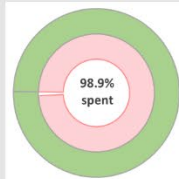


Budget: \$ 575,500
Year-to-date: \$ 427,619 (74.3%)



Salaries, Benefits & Professional Development

For all the Departments



Budget: \$ 103,465,533
Year-to-date: \$ 102,372,935 (98.9%)



Contracted Services

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

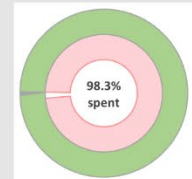


Budget: \$ 7,399,316
Year-to-date: \$ 6,796,014 (91.8%)



Other Services

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

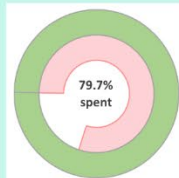


Budget: \$ 2,449,142
Year-to-date: \$ 2,408,315 (98.3%)



Supplies

General supplies, Technology, Maintenance, Small Equipment

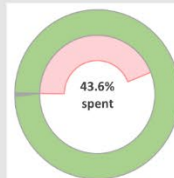


Budget: \$ 6,854,772
Year-to-date: \$ 5,465,230 (79.7%)



Other Expenditures

Contingency, Travel, Car Allowances, Renovations

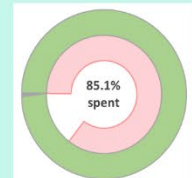


Budget: \$ 1,613,150
Year-to-date: \$ 704,057 (43.6%)



Transfers, SGF, & Capital/IMR

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



Budget: \$ 14,292,732
Year-to-date: \$ 12,165,080 (85.1%)



TYPES OF EXPENSES

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.



As shown in this report, all of the departments have kept their total expenditures within their forecasts. The following is a brief analysis on the types of expenses:

- **Salaries, Benefits & Professional Development** are less than the budget. This is somewhat due to the actual average costs of teachers being slightly less than the budgeted average teaching costs. Some of these savings on the average costs of teaching has been utilized towards updating technology and literacy resources; whereas, the operating budgets have been adjusted accordingly. During the year, a one-time 2% lump sum bonus was provided to CUPE staff and non-union staff.
- **Contracted Services** are overall less than the budget. The contracted transportation services were reduced as the contribution towards capital replacement has been reduced. These contracted services were also reduced as consulting costs were less than budgeted.
- **Other Services** are slightly less than the budget. These reductions in other services include the Poverty Intervention Committee and costs within the International programs.
- **Supplies** are less than the budget. This is mostly due to the reduced costs of general school supplies and that the technology supplies costs include the contribution to the upcoming evergreening cycle (which are transferred at the end of the year to the technology reserve account).
- **Other Expenditures** are significantly less than the budget. This is due 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 budget. This mostly relates to the reductions in the SGF expenditures as they are less than projected. The reduced SGF costs also correlates to the reduced SGF revenues (SGF fees are not charged if some of the activities are not done during the year). IMR operating expenditures are also less than the budgeted amount as many of these costs were on IMR capital projects.

Financial Position

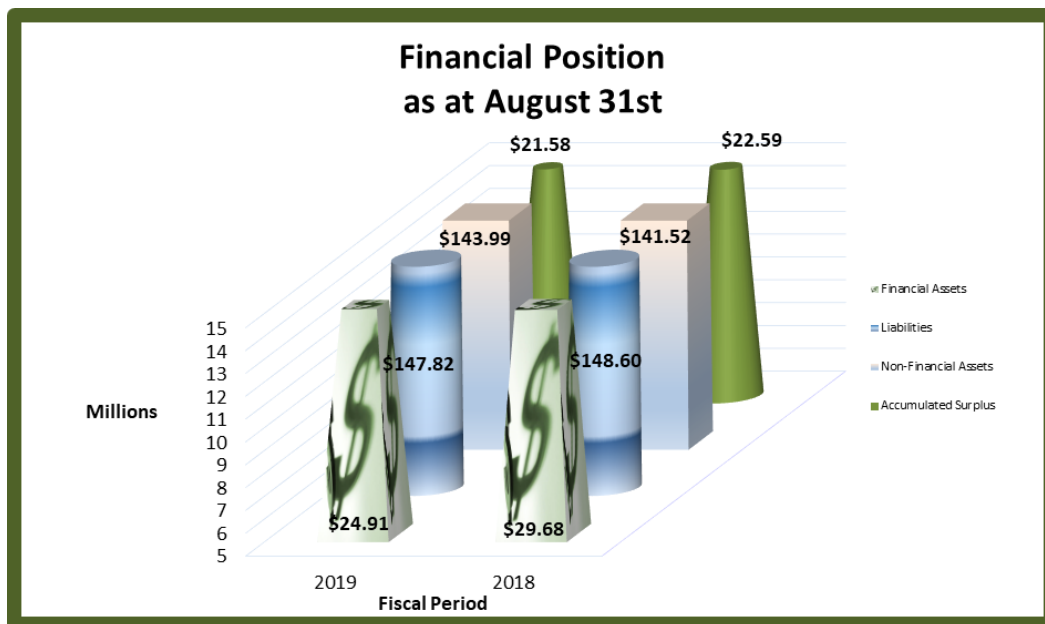
As at August 31, 2019 [Lethbridge School District No. 51](#) has total financial assets of \$24.9 million and liabilities of \$147.3 million for net financial debt of \$122.4 million. A net debt position is not necessarily an indication that a District is in financial difficulty.

Net financial debt includes \$137.8 million of deferred contributions related to the unamortized portion of supported capital assets (referred to as Expended Deferred Capital Contributions), 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 and other external sources.

Before consideration of Expended Deferred Capital Contributions (EDCC), the District had Net Assets of \$15.4 million. Of this \$15.4 million, \$9.89 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 \$700,200 of unrestricted reserves, \$5.15 million of capital reserves and \$320,000 of endowment funds.

There is \$143.99 million of non-financial assets (tangible capital assets, inventory of supplies, and prepaid expenses) which are represented mostly by supported capital assets of \$137.8 million as explained above, the District's investment in capital assets of \$5.5 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 \$21.58 million. The chart below compares the financial position of August 31st with the prior year.



Lethbridge School District No. 51
STATEMENT OF FINANCIAL POSITION
As at August 31st, 2019

	August 31st, 2019	August 31st, 2018
FINANCIAL ASSETS		
Cash and cash equivalents	\$18,375,384	\$22,359,330
Accounts receivable (net after allowances)	\$6,445,372	\$7,242,508
Portfolio investments	\$93,469	\$74,540
Other financial assets	\$0	\$0
Total financial assets	\$24,914,225	\$29,676,378
LIABILITIES		
Bank indebtedness	\$0	\$0
Accounts payable and accrued liabilities	\$4,987,853	\$8,565,149
Deferred contributions	\$142,100,297	\$139,816,734
Employee future benefit liabilities	\$230,538	\$217,648
Other liabilities	\$0	\$0
Long term debt		
Supported: Debentures and other supported debt	\$0	\$0
Unsupported: Debentures and capital loans	\$0	\$0
Capital leases	\$0	\$0
Mortgages	\$0	\$0
Total liabilities	\$147,318,688	\$148,599,531
Net Financial Assets (Net Debt)	(\$122,404,463)	(\$118,923,153)
NON-FINANCIAL ASSETS		
Tangible capital assets	\$143,323,320	\$140,911,810
Inventory of supplies	\$184,020	\$158,382
Prepaid expenses	\$481,694	\$446,634
Total non-financial assets	\$143,989,034	\$141,516,826
ACCUMULATED SURPLUS		
Unrestricted surplus	\$700,209	\$757,838
Operating reserves	\$9,893,702	\$10,330,034
Accumulated Surplus from Operations	\$10,593,911	\$11,087,872
Investment in capital assets	\$5,524,153	\$5,917,767
Capital reserves	\$5,146,633	\$5,268,160
Endowments	\$319,874	\$319,874
Total Accumulated Surplus (Deficit)	\$21,584,571	\$22,593,673

Lethbridge School District No. 51
Notes to the Statement of Financial Position
As at August 31st, 2019

FINANCIAL ASSETS:

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

Cash and Cash Equivalents

Cash at August 31st, 2019 includes deferred operating contributions, endowment funds, and Accumulated Surplus from Operations.

Accounts Receivable

Accounts receivable at August 31st, 2019 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 August 31st, 2018 are \$24.9 million dollars.

**Senator Joyce Fairbairn
Middle School
Fringe Festival**



FINANCIAL LIABILITIES:

Accounts Payable

Accounts payable at August 31st, 2019 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.

Accounts Payable also includes unearned revenues (with the adoption of accounting standard PS 3430 Restructuring Transactions), including prepaid international fees for the following schools year and externally restricted School Generated Funds, such as student travel group deposits or school activity fees. These unearned revenues are now classified within accounts payable as these types of transactions require that goods and/or services are to be provided in the future by the District to the groups/individuals that directly paid these fees.

Deferred Contributions

Included in Deferred Contributions is Unspent Deferred Capital Contributions (UDCC) and Expended Deferred Capital Contributions (EDCC). See the *Schedule of Deferred Contributions*.

Deferred Contributions, excluding capital contributions noted above, is mainly unspent Infrastructure Maintenance and Renewal (IMR) grant funding and other grant funding requiring eligible expenditures. Contributions are allocated to revenue as funds are expended.

Employee Future Benefits

Consists of benefits earned but not utilized that relate to banked time and accumulated sick time (CUPE 290) that will be utilized in a future period.

Total financial liabilities at August 31st, 2019 are \$147.32 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 \$122.40 million**.

A net debt position does not necessarily mean the District is in financial difficulty. Net financial debt includes \$137.80 million of deferred contributions related to supported capital from the Province of Alberta. These funds are related to the unamortized portion of supported capital assets (Expended Deferred Capital Contributions), 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 August 31, 2019:

Total Financial Assets

\$ 24.9 Million

Total Liabilities

147.3 Million

Net Financial Assets (Debt)

\$ (122.4) Million

Non-Financial Assets

144.0 Million

Accumulated Surplus

\$ 21.6 Million

Excluding \$137.8
Million expended
Deferred Capital

Results Net Asset
\$15.4 Million

**Before consideration of Expended Deferred Capital Contributions (EDCC), the District had
Net Assets of \$15.4 million as at August 31st, 2019.**



**G.S. Lakie Middle School's
Build 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 \$143.32 million as of August 31st, 2019.

Capital activity during the period included construction costs associated with the completion of the Senator Joyce Fairbairn Middle School (West Lethbridge), planning and construction costs of the new South East Elementary School, and installation of modular structures at Coalbanks Elementary School and Dr. Gerald Probe Elementary School. Since the beginning of the school year a total of \$8.78 million has been capitalized on these projects, the majority of the capital additions relates to the completion of the Senator Joyce Fairbairn Middle School.



**New South East Lethbridge
Elementary School**

**Construction progress
– starting with the foundation**

Inventory of Supplies

Inventory of supplies represent the warehouse and caretaking supplies and materials on hand to be used in a subsequent fiscal period.

Prepaid Expenses

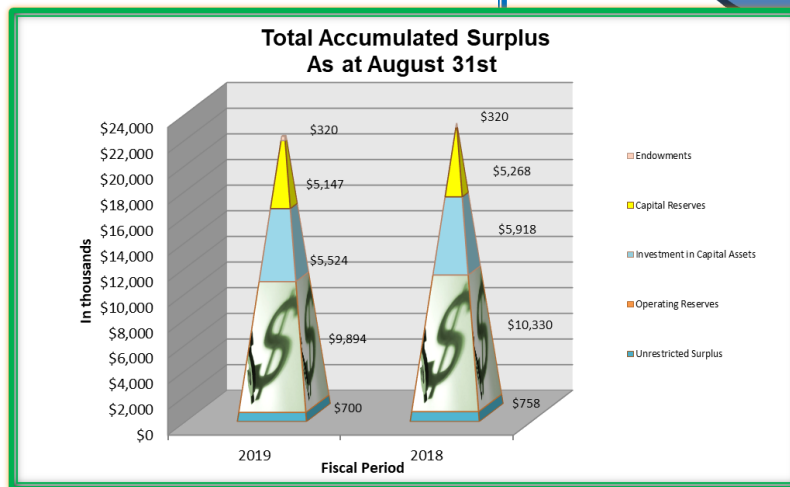
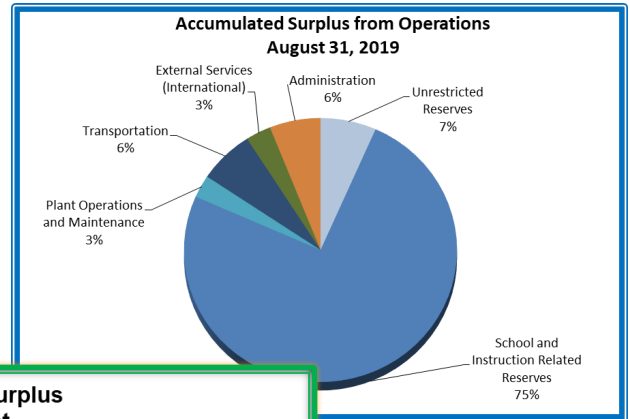
Prepaid expenses represent insurance, licenses, and materials that are for a subsequent fiscal period.

Total non-financial assets as of August 31st, 2019 are \$143.99 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 75% 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 \$21.58 million. The total of net financial assets (debt) plus total non-financial assets equates to the total accumulated surplus at August 31st, 2019.

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 \$412,117 and the Lease Grant was received for \$509,582; these updates are include in the "September 30th operating budget". The operating budget has been updated for the additional tuition and costs of the Thai group within the international program and the budget has been adjusted to accurately reflect the reallocation of average salary savings (actual costs are less then projected) funding towards much needed technology and literacy resources.

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	412,117	412,117
Lease Grant Received	509,582	509,582
Society Contribution	20,227	20,227
International Program group	260,000	260,000
Ready-Set-Go Program	60,000	60,000
Average Salary Savings		(986,300)
Technology & Literacy Resources		986,300
Updated Operating Budget	132,075,009	136,074,646
Transfers from Reserves/Capital	4,104,637	105,000
	136,179,646	136,179,646

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 year ended August 31st, 2019

	Budget Information		Actual Results	Variances
	Preliminary Budget 2018-2019 (May 2018)	Updated "September 30th" budget 2018-2019 (Sept 30th 2018)	Actual Year Ended August 31st	% Expended Revised Budget
REVENUES				
Government of Alberta	\$122,816,668	\$123,570,425	\$121,725,881	98.51%
Federal Government and First Nations	\$248,128	\$248,128	\$400,582	161.44%
Fees	\$3,445,891	\$3,765,935	\$1,944,047	51.62%
Other sales and services	\$1,365,581	\$1,288,219	\$1,433,092	111.25%
Investment income	\$193,000	\$193,000	\$413,358	214.18%
Gifts and donations	\$390,000	\$363,000	\$796,801	219.50%
Rental of facilities	\$34,704	\$34,704	\$27,504	79.25%
Fundraising	\$2,461,000	\$2,461,000	\$2,158,853	87.72%
Gains (losses) on disposal of capital assets	\$0	\$0	\$2,411	100.00%
Total Revenues	\$130,954,972	\$131,924,411	\$128,902,529	97.71%
EXPENSES				
Instruction-Early Childhood Services	\$8,678,344	\$9,224,458	\$8,918,450	96.68%
Instruction - Grades 1-12	\$100,363,953	\$102,457,789	\$98,383,680	96.02%
Plant operations and maintenance	\$15,600,064	\$16,855,261	\$15,886,140	94.25%
Transportation	\$2,468,779	\$2,468,779	\$2,162,305	87.59%
Administration	\$4,259,106	\$4,342,263	\$4,133,438	95.19%
External services [International Services]	\$315,500	\$575,500	\$427,619	74.30%
Total Expenses	\$131,685,746	\$135,924,050	\$129,911,632	95.58%
Operating surplus (deficit)	(\$730,774)	(\$3,999,639)	(\$1,009,103)	
Accumulated Surplus from Operations beginning of Year	\$11,087,872	\$11,087,872	\$11,087,872	
Transfers to/from capital reserves, endowments, & capital		\$70,000	\$515,142	
Accumulated operating surplus (deficit) at end of period	\$10,357,098	\$7,158,233	\$10,593,911	
AOS as a % of budgeted expenditures (includes SGF accounts)	7.87%	5.27%	7.79%	

About The Statement

The above statement includes three (3) 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 BLUE is the actual results for the period.
- The third 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.

OPERATION RESULTS:

For the year ended August 31st, 2019, \$128.90 million of revenues have been recorded which is 97.71% of operating budget. The majority of this reduction relates to Government of Alberta grant revenues and fee revenues:

- The reduction in Government of Alberta funding from actual is due to the amount of operating Infrastructure, Maintenance and Renewal (IMR) grant revenues recognized; whereas, many of the 2018/2019 IMR projects were capital projects, including two major HVAC upgrades at two schools.
- The reduction in fee revenues relates to that many of the SGF activities were not completed during the year (i.e. non-curricular travel); therefore, there are no related costs nor fees for these activities not completed during the year (many were budgeted, should they become available).

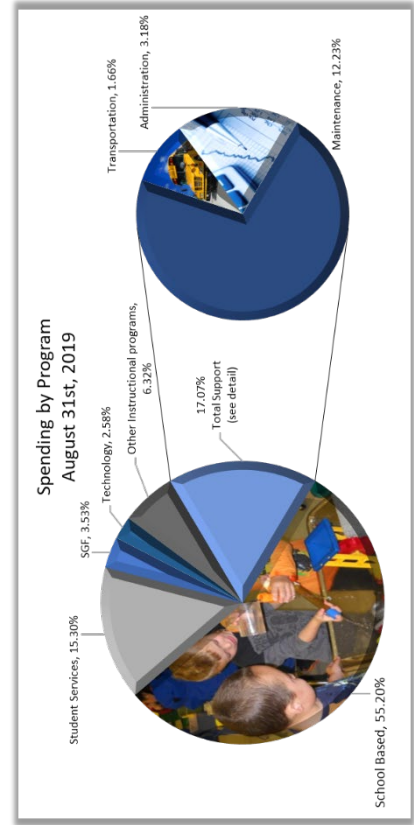
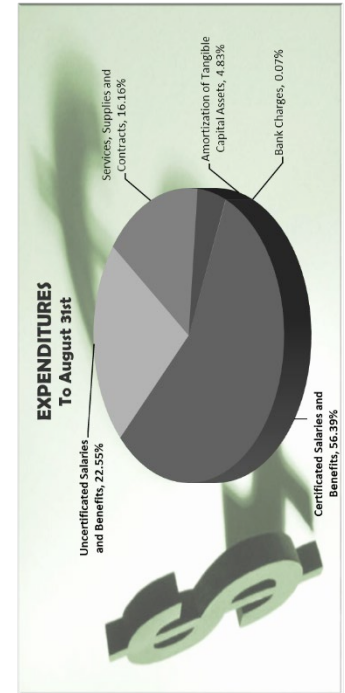
Expenditures are \$129.91 million as of August 31st, 2019 which is 95.58% of the operating budget. This is also an indicator that the budgets are being carefully monitored throughout the District to ensure that the departments are not incurring cost overruns. The major reductions in expenditures include:

- There was overall savings on actual average costs of teachers being slightly less than the budgeted average teaching costs. As the District's enrolment is continuing to grow, additional teaching staff are added to accommodate the student growth and there has also been retirements of teaching staff form year-to-year. The teachers being hired are typically newer to the profession; therefore, the average teaching costs have been reducing over the past couple years.
- There were a reduction in the amount of SGF activities completed during the year (i.e. non-curricular travel); therefore, there are no related costs nor fees for these activities not completed during the year (many were budgeted, should they become available).
- The operating Infrastructure, Maintenance and Renewal (IMR) expenditures were reduced as many of the IMR costs were capitalized during the year for the related capital projects, including two major HVAC upgrades at two schools.
- The school contingency accounts were not fully utilized. 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.

Lethbridge School District No. 51
Schedule of Program Operations

For the year ended August 31st, 2019

	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	\$102,457,789	\$16,855,261	\$2,468,779	\$4,342,263	\$575,500	\$135,924,050		
EXPENSES									
Certificated salaries and benefits	\$2,907,434	\$69,366,798	\$0	\$0	\$866,562	\$88,708	\$73,229,502	\$73,698,760	93.05%
Non-certificated salaries and benefits	\$5,648,746	\$16,746,483	\$4,516,865	\$86,473	\$2,292,592	\$28,994	\$29,320,153	\$24,868,409	117.95%
SUB - TOTAL	\$8,556,180	\$86,113,281	\$4,516,865	\$86,473	\$3,159,154	\$117,702	\$102,549,665	\$103,568,169	99.03%
Services, contracts and supplies	\$362,270	\$11,369,161	\$6,056,066	\$2,063,111	\$830,993	\$309,917	\$20,991,538	\$27,227,697	77.10%
Amortization of capital assets	\$0	\$810,339	\$5,313,188	\$12,721	\$143,291	\$0	\$6,279,539	\$5,138,184	122.21%
Interest and charges	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	100.00%
Losses on disposal of capital assets	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	100.00%
TOTAL EXPENSES	\$8,918,450	\$98,333,680	\$15,836,139	\$2,162,305	\$4,133,438	\$427,619	\$129,911,631	\$135,924,050	95.58%
Total unexpended funds period to date	\$306,008	\$4,074,109	\$969,122	\$306,474	\$208,825	\$147,881	\$6,012,419	\$135,924,050	4.42%
% Expended of Budget	96.68%	96.02%	94.25%	87.59%	95.19%	74.30%	95.58%		



Lethbridge School District No. 51
Notes to the Statement of Operations
For the year ended August 31st, 2019

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. 93% of the District's total operating funding. Student enrolment is one of the largest factors in determining the funding. The District has received 98.51% of the operating budget.

The reductions in funding relates to the amount of operating Infrastructure, Maintenance and Renewal (IMR) grant revenues recognized; whereas, many of the 2018/2019 IMR projects were capital projects, including two major HVAC upgrades at two schools.

Federal Government and First Nations

Represents amounts billed for tuition for students living on the Kainai reserve. Increases in revenues relates to increased amount of Kainai students attending our schools.

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. The District has received 51.62% of the operating budget. This reduction relates to that many of the SGF activities were not completed during the year (i.e. non-curricular travel); therefore, there are no related costs nor fees for these activities not completed during the year (many were budgeted, should they become available).

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.

Investment Income

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

**G.S. Lakie Middle
School's**

Mulan



Gifts and donations

Gifts and donations that have been received for school generated activities and donations for the Ready Set Go programs. Increases in donations and gifts relate to some larger donations received at the schools for playground replacements.

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 operating budget at August 31st, 2019.

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 96.68% of the total operating budget; whereas, there were staff savings on average costs of educational assistants and that some of the staff were hired mid-year (based on mid-year updates to funding and student needs).

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 96.02% of the total operating budget. See the *Schedule of Instructional (Grade 1-12) Program Expenditures* for details of the major programs within this functional area.

Chinook High School's Fiddler on the Roof



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 94.25% of the total operating budget. The reductions in these costs mostly relates to the IMR costs that were part of the capital projects (reduced the IMR operating costs). These reductions were partially offset by an increase in wages that relates to a one-time 2% bonus that was provided to the support positions, including CUPE 290 for caretaking and maintenance staff.



**Senator Joyce
Fairbairn Middle
School**

Grand Opening

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 87.59% of the total operating budget; whereas, the District had savings on transportation costs as bus replacement contributions were not required during the year.

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 95.19% of the total operating budget. There was a reimplementation of the Division's human resources and payroll software; whereas, these costs were capitalized. There was an increase in wages that relates to a one-time 2% bonus that was provided to the support positions, including the non-union staff.

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 74.30% of the total operating budget.

Overall, expenditures are lower than the budget at August 31st, 2019.

Lethbridge School District No. 51
Schedule of Instructional (Grades 1-12) Program Expenditures
For the year ended August 31st, 2019

	Budget	Actual Results	Variances
	Updated Budget	Actual Year Ended	% Expended
	2018-2019 (Sept 30th 2018)	August 31st	Updated Budget
<u>PROGRAM</u>			
School Based Instruction	\$64,628,435	\$62,918,913	97.35%
Inclusive Learning Supports	\$9,311,856	\$8,698,559	93.41%
Shared Instructional Services	\$10,599,511	\$10,874,621	102.60%
School Generated Funds Activities	\$6,129,088	\$4,580,692	74.74%
Technology	\$3,520,150	\$3,352,985	95.25%
Institutional Programs	\$998,278	\$954,831	95.65%
Division of Instructional Services	\$944,609	\$886,686	93.87%
FNMI Programming	\$707,164	\$550,760	77.88%
Counselling Program	\$2,595,395	\$2,584,682	99.59%
Other Instructional Programs	\$3,023,304	\$2,980,953	98.60%
Total Instructional (Grades 1 -12) Program Expenditures	\$102,457,789	\$98,383,680	96.02%

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 year ended August 31st, 2019

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 97.35% of the total operating budget. 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 93.41% of the total operating budget. The expenditures were less than budget mostly due to the educational assistants requiring certification and training to meet student needs.

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.

Shared Instructional Services expenditures are at 102.60% of the total operating budget. The increase in shared services mostly relates to a one-time 2% bonus that was provided to the support positions, including CUPE 2843 for educational assistants and other instructional support positions.



Our
Superintendent
reading part of The
Wishing Tree

One District,
One Book
project

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 74.74% of the total operating budget. SGF activities are less than budgeted due to a reduction in the amount of activities in the school year. These decreases in expenditure are offset by the decreases in the SGF revenues (no fees are changed if the activity is not done during the year). 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 95.25% of the total operating budget. Unspent technology supplies costs are allocated to the technology evergreening reserve fund.

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 95.65% of the total operating budget.

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 93.87% of the total operating budget.

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 77.88% of the total operating budget. The expenditures are less than forecast as it mostly relates to that many of the FNMI Liaison positions were not able to be filled during the year.



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 99.59% of the total operating budget.

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 98.60% of the total operating budget.

Overall, instructional (grade 1-12) program expenditures are lower than the budget at August 31st, 2019



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

Lethbridge School District No. 51
Schedule of School Based Instruction Expenditures
For the year ended August 31st, 2019

	Budget	Actual Results	Variances
	Updated Budget	Actual Year Ended	% Expended
	2018-2019 (Sept 30th 2018)	August 31st	Updated Budget
SCHOOL			
High Schools:			
Lethbridge Collegiate Institute	\$4,853,209	\$4,917,211	101.32%
Winston Churchill High School	\$5,059,270	\$4,860,400	96.07%
Chinook High School	\$7,046,494	\$6,382,177	90.57%
Victoria Park High School	\$2,002,133	\$1,856,570	92.73%
Immanuel Christian Secondary School	\$2,019,037	\$1,997,064	98.91%
Middle Schools:			
GS Lakie Middle School	\$2,966,413	\$2,879,735	97.08%
Wilson Middle School	\$4,006,241	\$3,964,183	98.95%
Gilbert Paterson	\$4,034,920	\$4,013,438	99.47%
Lethbridge Christian School	\$1,268,675	\$1,249,155	98.46%
Senator Joyce Fairbairn Middle School	\$2,767,744	\$2,720,700	98.30%
Elementart Schools:			
Senator Buchanan	\$1,894,032	\$1,893,497	99.97%
Immanuel Christian Elementary School	\$1,673,046	\$1,667,425	99.66%
Ecole Agnes Davidson	\$3,207,171	\$3,039,742	94.78%
Fleetwood-Bawden	\$2,187,609	\$2,151,364	98.34%
Galbraith	\$2,696,690	\$2,629,346	97.50%
Lakeview	\$3,141,125	\$3,037,288	96.69%
General Stewart	\$873,973	\$869,673	99.51%
Westminster	\$1,504,036	\$1,483,557	98.64%
Coalbanks Elementary School	\$2,776,087	\$2,811,583	101.28%
Ecole Nicholas Sheran	\$3,267,128	\$3,212,897	98.34%
Park Meadows	\$1,987,444	\$1,962,414	98.74%
Mike Mountain Horse	\$3,136,839	\$3,089,966	98.51%
Dr. Probe Elementary School	\$3,213,929	\$3,184,337	99.08%
Allocation of ECS Teachers included in Schools	(\$2,954,810)	(\$2,954,810)	100.00%
Total School Based Instruction Expenditures	\$64,628,435	\$62,918,913	97.35%

Lethbridge School District No. 51
Schedule of School Generated Funds (SGF)
For the year ended August 31st, 2019

<u>SCHOOL</u>	SGF Balances	Actual Results		SGF Balances	Change in SGF
	August 31st	Revenues up to August 31st	Expenses up to August 31st	August 31st	Increase (Decrease)
REVISED BUDGET 2017-2018 (September 30th)	N/A	\$6,129,088	(\$6,129,088)	N/A	N/A
High Schools:					
Lethbridge Collegiate Institute	\$151,208	\$456,958	(\$495,053)	\$113,113	(\$38,095)
Winston Churchill High School	\$289,116	\$721,575	(\$637,585)	\$373,106	\$83,990
Chinook High School	\$236,528	\$850,225	(\$801,827)	\$284,926	\$48,398
Victoria Park High School	\$232,297	\$84,172	(\$67,536)	\$248,934	\$16,636
Immanuel Christian Secondary School	\$65,264	\$307,896	(\$314,074)	\$59,087	(\$6,178)
Middle Schools:					
GS Lakie Middle School	\$255,317	\$232,549	(\$259,237)	\$228,629	(\$26,688)
Wilson Middle School	\$319,457	\$319,937	(\$440,924)	\$198,470	(\$120,987)
Gilbert Paterson	\$125,405	\$560,892	(\$535,956)	\$150,341	\$24,936
Lethbridge Christian School	\$41,162	\$37,425	(\$50,960)	\$27,627	(\$13,535)
Senator Joyce Fairbairn Middle School	\$0	\$142,900	(\$59,332)	\$83,568	\$83,568
Elementary Schools:					
Senator Buchanan	\$27,079	\$50,816	(\$25,864)	\$52,031	\$24,952
Immanuel Christian Elementary School	\$10,074	\$26,567	(\$23,234)	\$13,407	\$3,333
Ecole Agnes Davidson	\$80,814	\$86,900	(\$27,663)	\$140,051	\$59,236
Fleetwood-Bawden	\$17,497	\$35,033	(\$27,204)	\$25,326	\$7,829
Galbraith	\$56,624	\$43,202	(\$36,103)	\$63,723	\$7,099
Lakeview	\$182,764	\$337,407	(\$480,716)	\$39,456	(\$143,308)
General Stewart	\$4,439	\$16,561	(\$17,134)	\$3,866	(\$573)
Westminster	\$85,987	\$25,190	(\$43,273)	\$67,904	(\$18,083)
Coalbanks Elementary School	\$8,131	\$61,435	(\$59,028)	\$10,537	\$2,407
Ecole Nicholas Sheran	\$33,156	\$42,921	(\$25,925)	\$50,152	\$16,996
Park Meadows	\$14,723	\$81,799	(\$42,702)	\$53,821	\$39,097
Mike Mountain Horse	\$39,915	\$35,164	(\$45,390)	\$29,689	(\$10,227)
Dr. Probe Elementary School	\$72,980	\$77,768	(\$63,974)	\$86,774	\$13,793
School Generated Funds	\$2,349,938	\$4,635,291	(\$4,580,692)	\$2,404,537	\$54,599
Total SGF investment accounts (GICs)	\$74,540			\$93,469	\$18,929
Total School Generated Funds	\$2,424,478	\$4,635,291	(\$4,580,692)	\$2,498,006	\$73,528
% Expended of Budget		75.63%	74.74%		

Lethbridge School District No. 51

Appendices

For the year ended August 31st, 2019

The Appendices include charts and graphs for the revenues and expenditures at August 31st, 2019. 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.



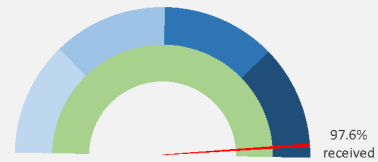
Lethbridge School Division Summary of Revenues Yearend Reporting - August 31st, 2019

Financial Data as at October 20th, 2019

	Budget	Forecast	YTD	Variance	YTD %
Alberta Education	122,862,655	122,862,655	120,947,094	1,915,561	98.4%
Government of Alberta	798,367	798,367	778,787	19,580	97.5%
Federal & First Nations	248,128	248,128	400,582	(152,454)	161.4%
Fees	3,419,807	3,765,935	1,944,047	1,821,888	56.8%
Other Sales & Services	1,634,347	1,288,219	1,433,092	(144,873)	87.7%
Investment Income	193,000	193,000	413,358	(220,358)	214.2%
Gifts & Donations	423,000	423,000	796,801	(373,801)	188.4%
Rental of Facilities	34,704	34,704	27,504	7,200	79.3%
Fundraising	2,461,000	2,461,000	2,158,853	302,147	87.7%
Gain on Disposal	0	0	2,411	(2,411)	N/A
	132,075,009	132,075,008	128,902,529	3,172,480	97.6%

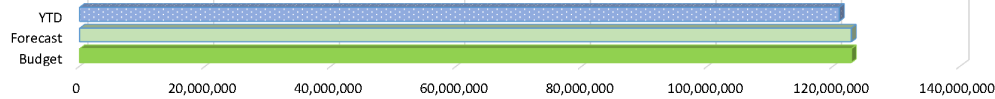
100.0%

Total Revenue Tachometer:

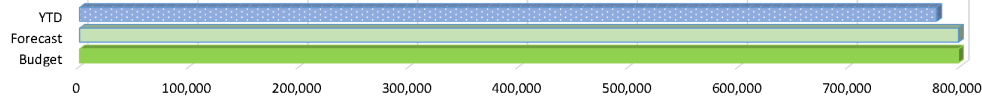


Year-to-date (YTD)
compared to budget
and forecast, including
% of budget indicator

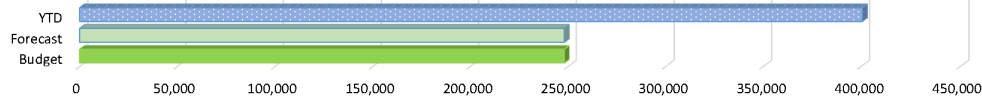
Alberta Education



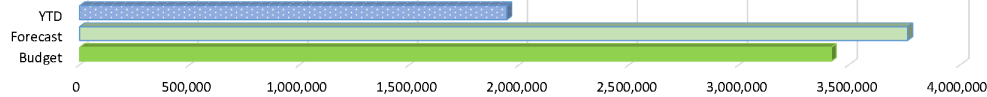
Government of Alberta



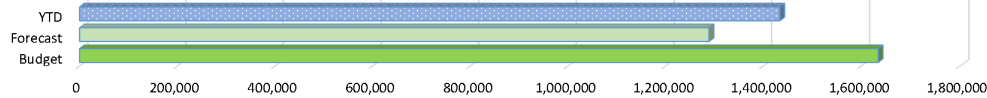
Federal & First Nations



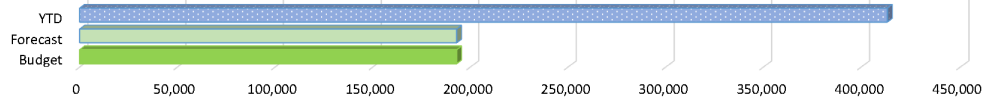
Fees



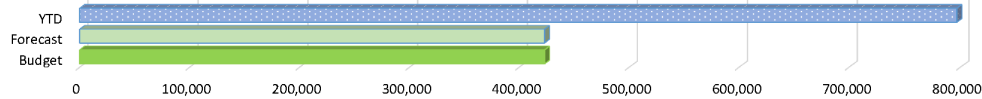
Other Sales & Services



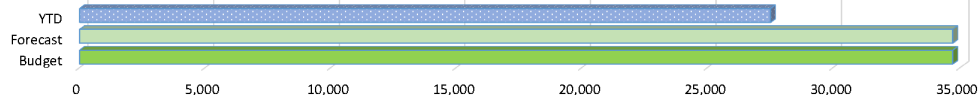
Investment Income



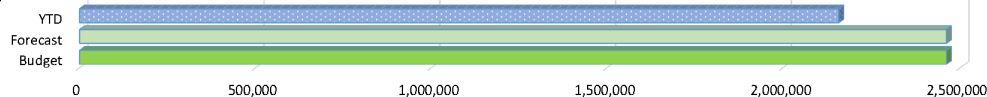
Gifts & Donations



Rental of Facilities



Fundraising





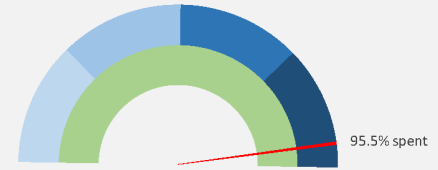
Lethbridge School Division Summary of Expenses Yearend Reporting - August 31st, 2019

Financial Data as at October 20th, 2019

	Budget	Forecast	YTD	Variance	YTD %
Salaries	82,664,366	82,664,366	82,047,496	616,870	99.3%
Benefits	19,972,154	19,972,154	19,651,216	320,939	98.4%
Professional Development	829,013	829,013	674,223	154,790	81.3%
Contracted Services	7,399,316	7,399,316	6,796,014	603,303	91.8%
Other Services	2,459,142	2,459,142	2,408,314	50,828	97.9%
Supplies	6,854,772	6,854,772	5,465,230	1,389,542	79.7%
Other Expenditures	1,603,150	1,603,150	704,058	899,092	43.9%
Capital, Transfer & Projects	14,292,732	14,292,732	12,165,080	2,127,652	85.1%
	136,074,646	136,074,646	129,911,631	6,163,015	95.5%
	100.0%				

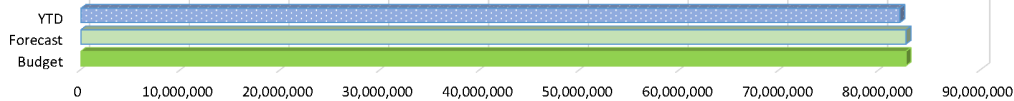
The forecast agrees to the "September 30th" budgeted costs as the report is for the entire fiscal year. Note: commitments and other applicable adjustments (i.e. fees, international credit, etc.) are taken into account to determine the carry-forward surplus.

Total Expense Tachometer:

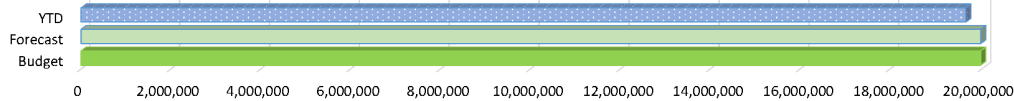


Year-to-date (YTD) compared to budget and forecast, including % of budget indicator

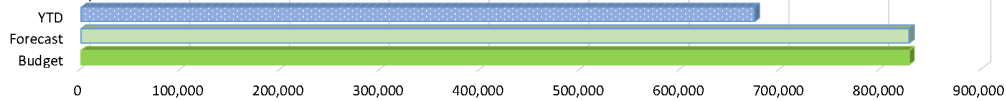
Salaries



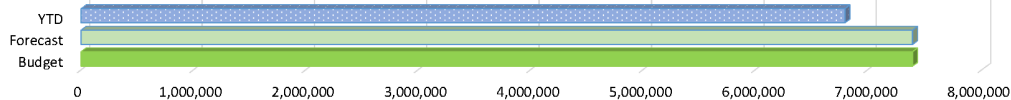
Benefits



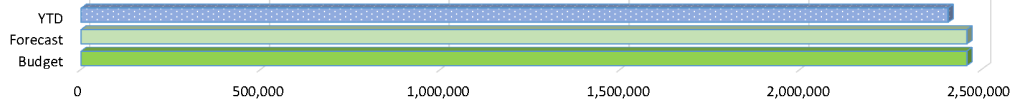
Professional Development



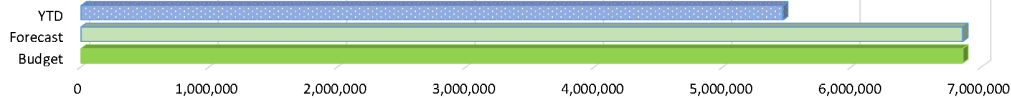
Contracted Services



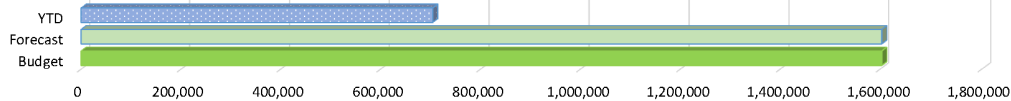
Other Services



Supplies



Other Expenditures



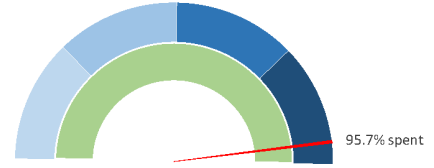


Instruction - ECS Summary Yearend Reporting - August 31st, 2019

Financial Data as at October 20th, 2019

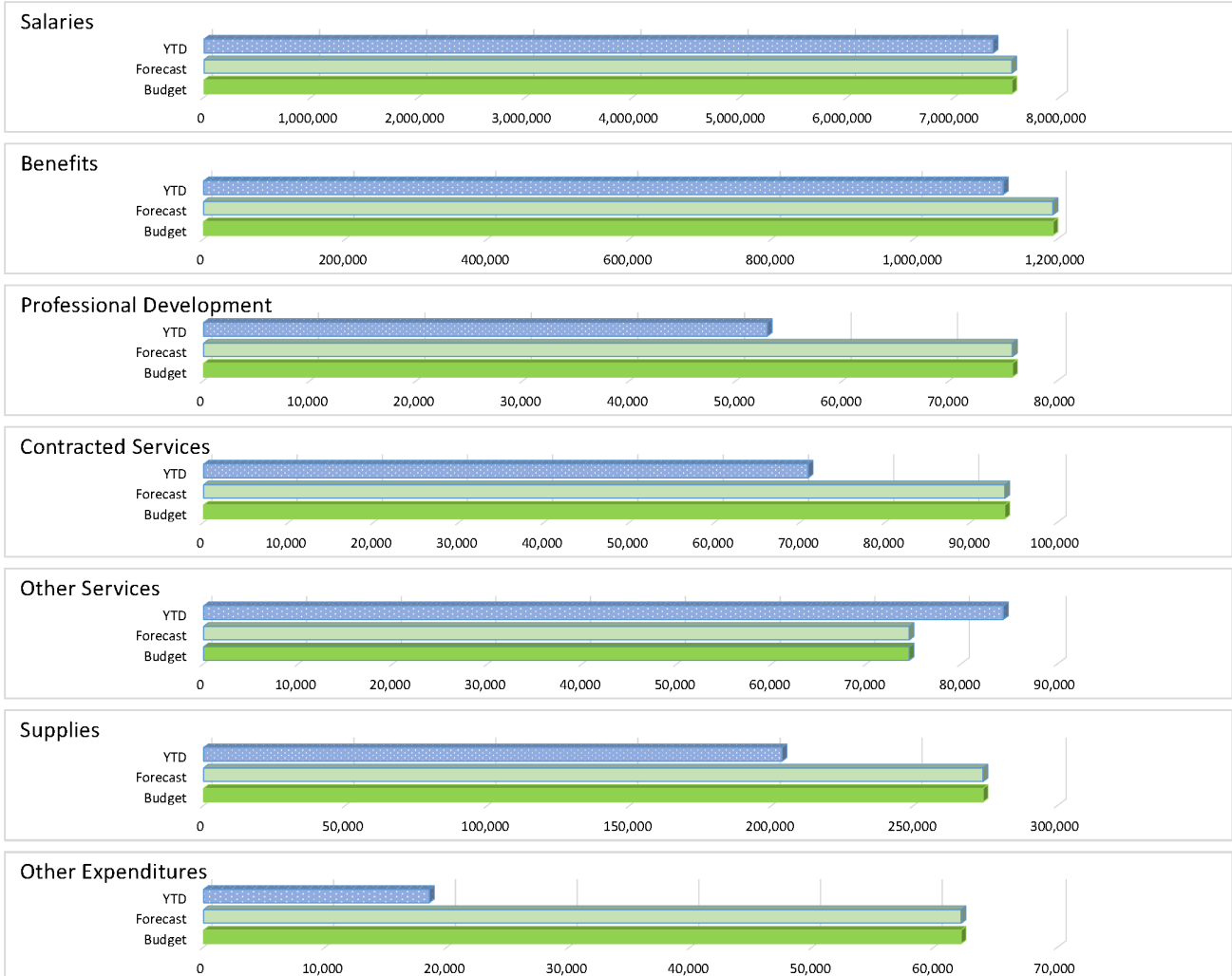
	Budget	Forecast	YTD	Variance	YTD %
Salaries	7,540,940	7,540,940	7,362,720	178,220	97.6%
Benefits	1,193,266	1,193,266	1,125,400	67,866	94.3%
Professional Development	75,864	75,864	52,892	22,972	69.7%
Contracted Services	93,973	93,973	70,917	23,056	75.5%
Other Services	74,500	74,500	84,411	(9,911)	113.3%
Supplies	274,294	274,294	203,576	70,718	74.2%
Other Expenditures	62,217	62,217	18,533	43,684	29.8%
Capital, Transfer & Projects	0	0	0	0	0.0%
	9,315,055	9,315,055	8,918,450	396,605	95.7%

Total Expense Tachometer:



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

The forecast agrees to the "September 30th" budgeted costs as the report is for the entire fiscal year. Note: commitments and other applicable adjustments (i.e. fees, international credit, etc.) are taken into account to determine the carry-forward surplus.



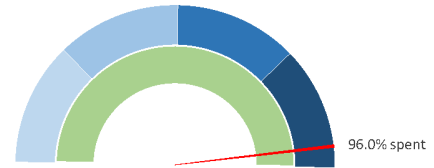


Instruction - Grades 1-12 Summary Yearend Reporting - August 31st, 2019

Financial Data as at October 20th, 2019

	Budget	Forecast	YTD	Variance	YTD %
Salaries	68,866,460	68,866,460	68,404,615	461,845	99.3%
Benefits	17,183,194	17,183,194	17,043,193	140,001	99.2%
Professional Development	688,096	688,096	561,736	126,360	81.6%
Contracted Services	1,198,803	1,198,803	1,060,934	137,869	88.5%
Other Services	724,152	724,152	677,174	46,978	93.5%
Supplies	6,042,328	6,042,328	4,618,841	1,423,487	76.4%
Other Expenditures	1,325,004	1,325,004	578,721	746,283	43.7%
Capital, Transfer & Projects	6,489,752	6,489,752	5,438,467	1,051,285	83.8%
	102,517,789	102,517,789	98,383,680	4,134,109	96.0%

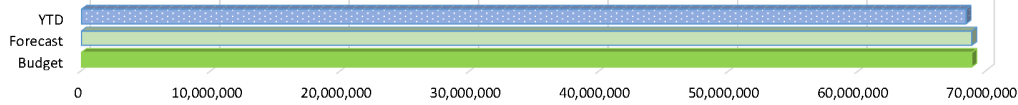
Total Expense Tachometer:



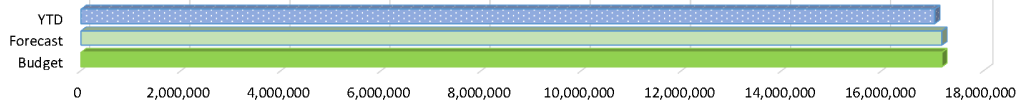
Year-to-date (YTD)
compared to budget
and forecast, including
% of budget indicator

The forecast agrees to the "September 30th" budgeted costs as the report is for the entire fiscal year. Note: commitments and other applicable adjustments (i.e. fees, international credit, etc.) are taken into account to determine the carry-forward surplus.

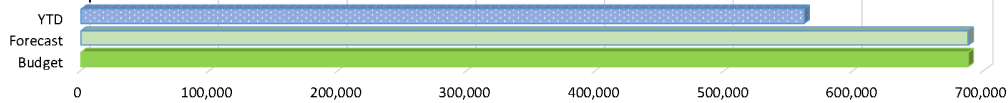
Salaries



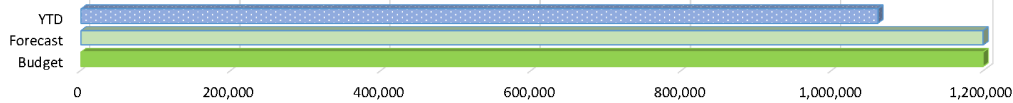
Benefits



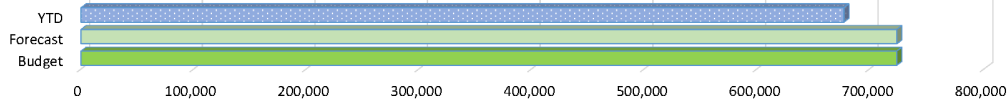
Professional Development



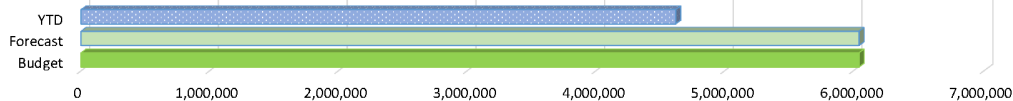
Contracted Services



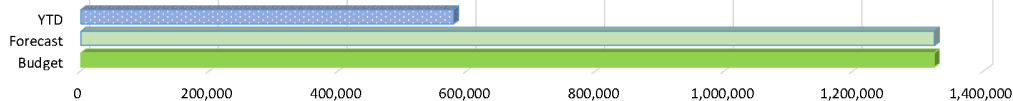
Other Services



Supplies



Other Expenditures





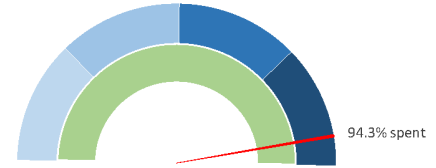
Plant Operations and Maintenance Summary Yearend Reporting - August 31st, 2019

Financial Data as at October 20th, 2019

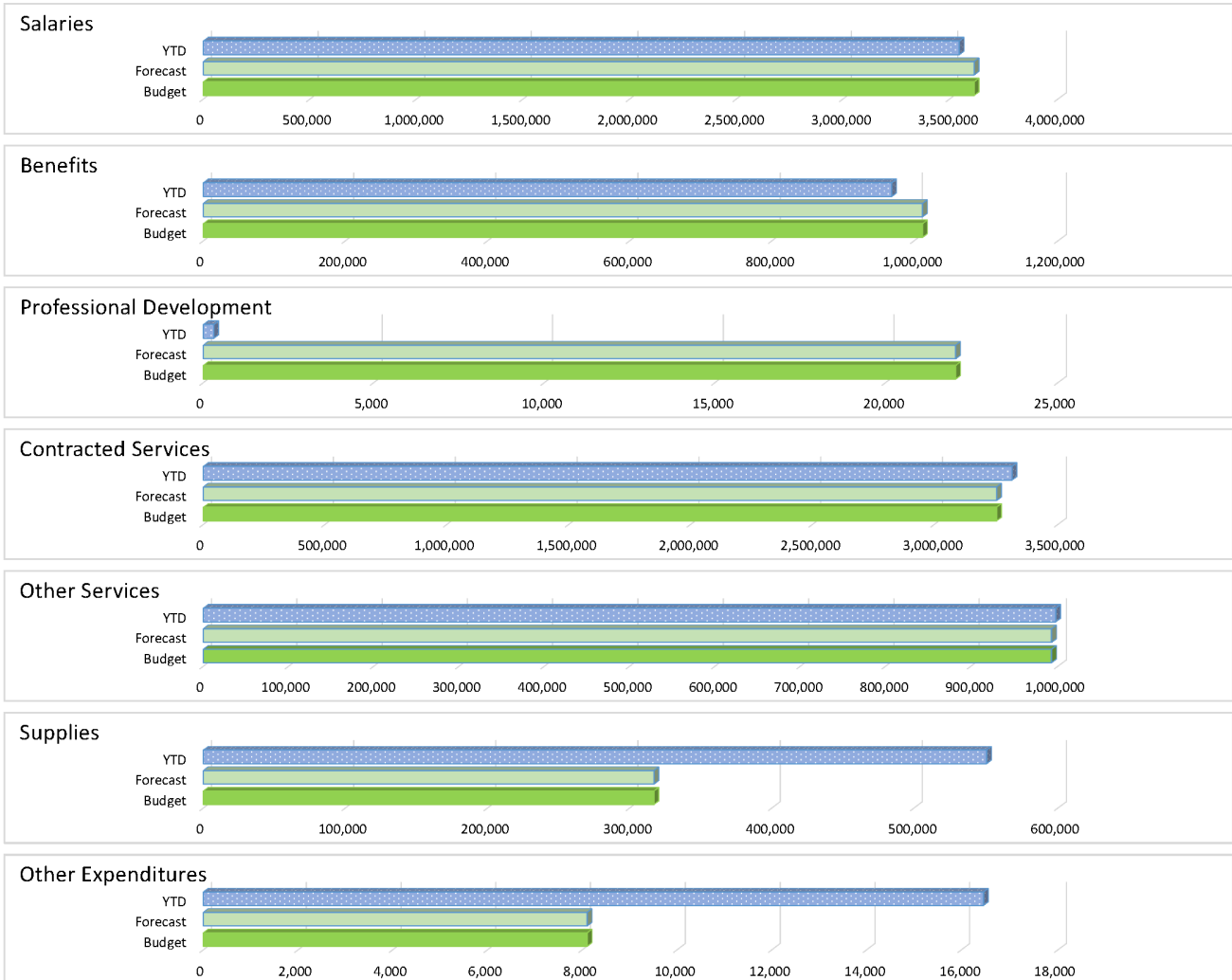
	Budget	Forecast	YTD	Variance	YTD %
Salaries	3,614,231	3,614,231	3,544,869	69,362	98.1%
Benefits	1,011,825	1,011,825	968,454	43,371	95.7%
Professional Development	22,050	22,050	302	21,748	1.4%
Contracted Services	3,254,489	3,254,489	3,316,267	(61,778)	101.9%
Other Services	992,532	992,532	997,207	(4,675)	100.5%
Supplies	316,933	316,933	550,978	(234,045)	173.8%
Other Expenditures	8,100	8,100	16,461	(8,361)	203.2%
Capital, Transfer & Projects	7,635,101	7,635,101	6,491,601	1,143,500	85.0%
	16,855,261	16,855,261	15,886,139	969,122	94.3%
	100.0%				

The forecast agrees to the "September 30th" budgeted costs as the report is for the entire fiscal year. Note: commitments and other applicable adjustments (i.e. fees, international credit, etc.) are taken into account to determine the carry-forward surplus.

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 \$99,094 of internal wages (as at August 31st, 2019) that were capitalized as part of the one-time funding for capital projects and modular installation (costs reallocated to capital projects).*

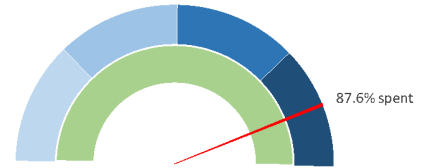


Transportation Summary **Yearend Reporting - August 31st, 2019**

Financial Data as at October 20th, 2019

	Budget	Forecast	YTD	Variance	YTD %
Salaries	67,500	67,500	68,151	(651)	101.0%
Benefits	19,913	19,913	12,088	7,825	60.7%
Professional Development	10,000	10,000	6,234	3,766	62.3%
Contracted Services	2,306,766	2,306,766	2,005,481	301,285	86.9%
Other Services	0	0	82	(82)	N/A
Supplies	10,000	10,000	1,994	8,006	19.9%
Other Expenditures	2,000	2,000	2,955	(955)	147.7%
Capital, Transfer & Projects	52,600	52,600	65,321	(12,721)	124.2%
	2,468,779	2,468,779	2,162,305	306,474	87.6%

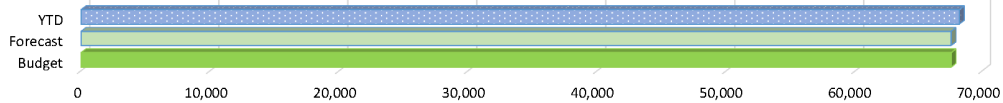
Total Expense Tachometer:



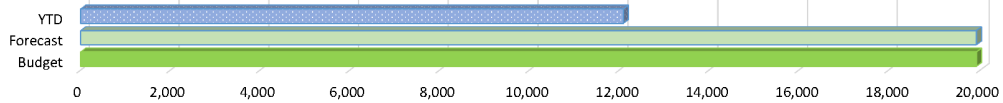
Year-to-date (YTD)
compared to budget
and forecast, including
% of budget indicator

The forecast agrees to the "September 30th" budgeted costs as the report is for the entire fiscal year. Note: commitments and other applicable adjustments (i.e. fees, international credit, etc.) are taken into account to determine the carry-forward surplus.

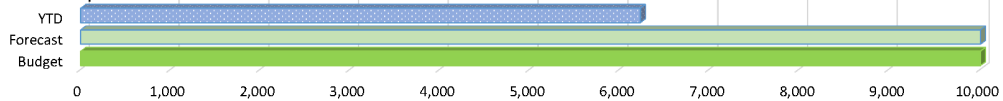
Salaries



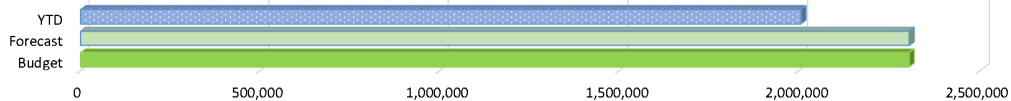
Benefits



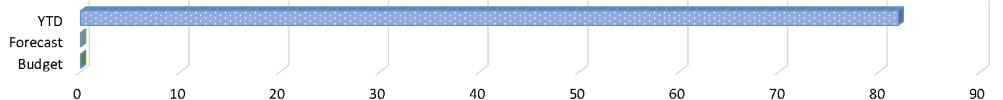
Professional Development



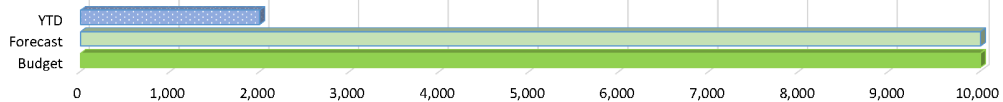
Contracted Services



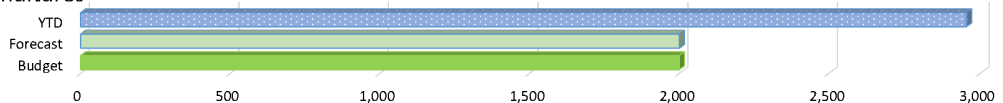
Other Services



Supplies



Other Expenditures





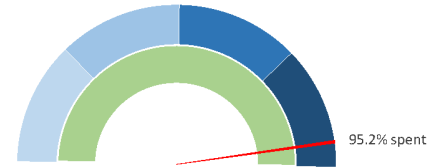
Board & System Administration Summary Yearend Reporting - August 31st, 2019

Financial Data as at October 20th, 2019

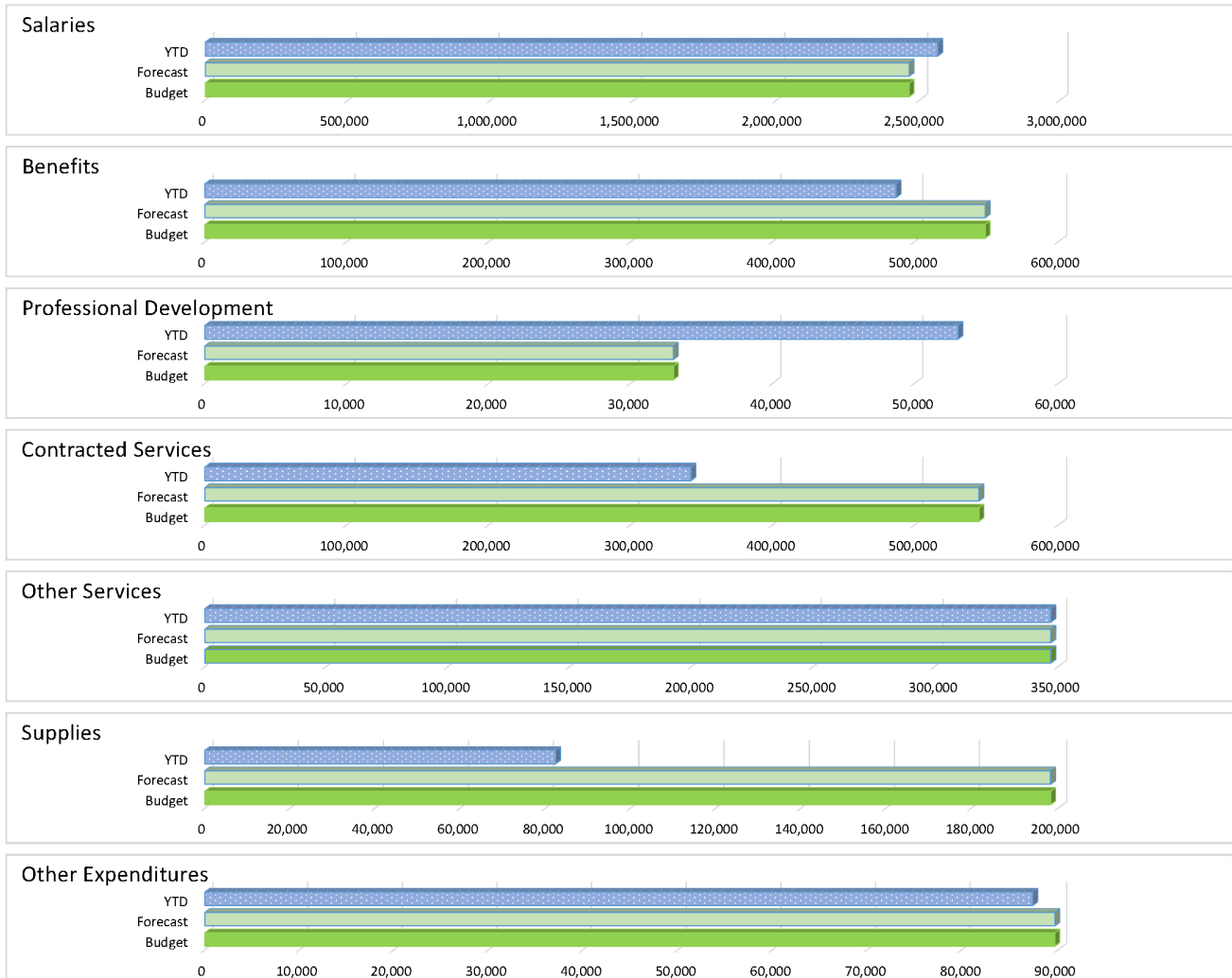
	Budget	Forecast	YTD	Variance	YTD %
Salaries	2,464,155	2,464,155	2,564,550	(100,395)	104.1%
Benefits	549,654	549,654	486,970	62,683	88.6%
Professional Development	33,003	33,003	53,060	(20,057)	160.8%
Contracted Services	545,285	545,285	342,414	202,871	62.8%
Other Services	347,008	347,008	346,998	10	100.0%
Supplies	198,239	198,239	82,367	115,872	41.5%
Other Expenditures	89,640	89,640	87,389	2,251	97.5%
Capital, Transfer & Projects	115,279	115,279	169,691	(54,412)	147.2%
	4,342,263	4,342,263	4,133,438	208,824	95.2%
		100.0%			

The forecast agrees to the "September 30th" budgeted costs as the report is for the entire fiscal year. Note: commitments and other applicable adjustments (i.e. fees, international credit, etc.) are taken into account to determine the carry-forward surplus.

Total Expense Tachometer:



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



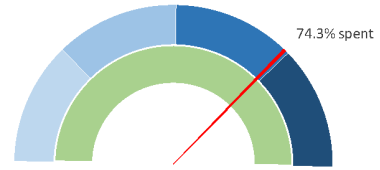


External Services Summary Yearend Reporting - August 31st, 2019

Financial Data as at October 20th, 2019

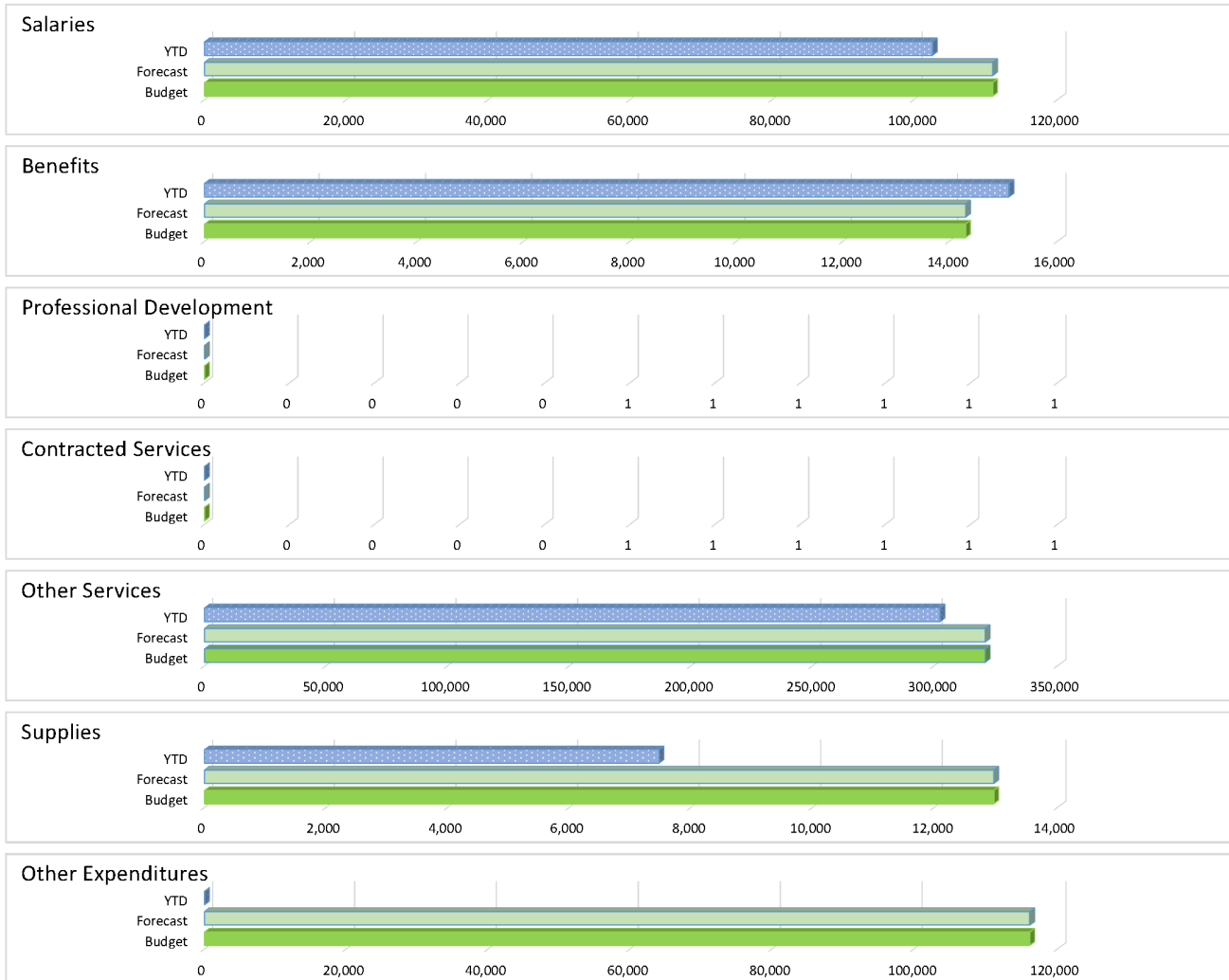
	Budget	Forecast	YTD	Variance	YTD %
Salaries	111,080	111,080	102,592	8,488	92.4%
Benefits	14,303	14,303	15,110	(808)	105.6%
Professional Development	0	0	0	0	0.0%
Contracted Services	0	0	0	0	0.0%
Other Services	320,950	320,950	302,442	18,508	94.2%
Supplies	12,978	12,978	7,474	5,504	57.6%
Other Expenditures	116,189	116,189	0	116,189	0.0%
Capital, Transfer & Projects	0	0	0	0	0.0%
	575,500	575,500	427,619	147,881	74.3%

Total Expense Tachometer:



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

The forecast agrees to the "September 30th" budgeted costs as the report is for the entire fiscal year. Note: commitments and other applicable adjustments (i.e. fees, international credit, etc.) are taken into account to determine the carry-forward surplus.



**Other Services includes the international homestay and recruitment costs.*