

Date: June 19, 2024 **Agenda Item:** 8.5

To: Board of Trustees

From: Shawna Warren, Superintendent

Originator(s): Sean Nicholson, Associate Superintendent, Corporate Services

Governance Policy: [Board Policy 225: Role of the Board](#)

Additional Reference: [Administrative Procedure 400: Budget Development](#)
Education Act: Sections 139(1)(2), 143

Assurance Domain: Governance

Superintendent Leadership Quality Standard (SLQS)
SLQS Competencies ([SLQS](#) / [Board Policy 700](#)):
School Division Operations and Resources
Supporting Effective Governance

Subject: **Third Quarter Financial Report and Forecast June 2024**

Purpose:

For information.

Background:

The Board annually approves a budget based on projected enrolments, revenues and expenses. The budget plots a course for the Board to provide educational services in its jurisdiction and to address local priorities. Responsible fiscal management requires the Board to monitor the Division's financial results to ensure that the organization operates according to its plan and to adjust operations if necessary.

The fiscal year for The Sturgeon Public School Division (SPS) is September 1 to August 31. Administration will be providing three quarterly financial reports and an annual financial report as follows:

- First Quarterly Report (January)
- Second Quarterly Report (April)
- Third Quarterly Report (June)
- Audited Financial Statement (November of the subsequent school year)

The “Schedule of Revenues and Expenses” shows revenues and expenses from the Spring Budget, Quarter One (Q1) Forecast, Quarter Two (Q2) Forecast, Quarter Three (3) Forecast, Year to Date as of May 31, 2024, and percentage comparisons of Year to Date to Spring Budget and Quarter Three Forecast.

The Division on May 31, 2024, should expect revenues and expenses between 75% (9/12 months) & 90% (9/10 months). Overall actual revenues are at 76% of the Q3 Forecasted budget, while expenses are at 77% of the Q3 Forecasted budget.

- Year-to-date revenues as of May 31, 2024: \$62.7 million or 76 per cent of total forecasted revenues.
- Year-to-date expenses as of May 31, 2024: \$66.6 million or 77 per cent of total forecasted expenses.
- Year-to-date operating deficit as of May 31, 2024: \$3.8 million

Up to the end of Q3, the Division received the following additional revenues/funding not previously included in the Spring Budget:

Grant/Revenue	Amount	Received in
Alberta School Council Engagement Grant	\$8,000	Q2
Learning Disruption Support Funds	\$101,513	Q1
Low Incidence Support Services	\$46,426	Q1
Other Alberta School Authorities	\$31,244	Q1, Q2
Odyssey Grant 22-23 balance of funding	\$9,000	Q2
School Bus Driver Grant	\$22,000	Q1, Q2
School Nutrition Program - One Time Payment	\$47,568	Q3
Total	\$265,751	

The following are announced additional funding not previously included in the Spring Budget and not received by the Division as of the end of this quarter:

Grant/Revenue	Amount	Expected in
Modular Demolition Redwater School	\$181,077	Q4
Modular Demolition Landing Trail School	\$243,592	Q4

In Q3, the Division re-classified portions of supported amortization revenue from Alberta Infrastructure to Alberta Education, Gifts and Donations and Other Revenue. In the past, this was done as part of the year-end on the Financial Statements.

Administration is prepared to respond to questions at the June 19, 2024, Public Board meeting.

Attachment(s):

1. Sturgeon Public School Division Quarterly Report for Q3 ending May 31, 2024

QUARTERLY FINANCIAL REPORT

THIRD QUARTER (Q3)

September 1, 2023 to May 31, 2024

Purpose of Quarterly Report:

- Monitor Activity
- Review Variances
- Highlight Key Points

Schedule of Revenues and Expenses

2023-2024

For the quarter ending May 31, 2024

In Thousand's

Percentage of Fiscal Year Completed

75%

REVENUES	Spring Budget	Q1 Forecast	Q2 Forecast	Q3 Forecast	Year to Date as at May 31, 24	% Actual to Spring Budget	% Actual to Q3 Forecast
Alberta Education	\$ 70,519	\$ 70,916	\$ 71,154	\$ 71,704	\$ 54,500	77%	76%
Alberta Infrastructure	4,215	4,215	4,215	3,793	2,538	60%	67%
Other - Government of Alberta	1,300	1,310	1,310	1,414	1,035	80%	73%
Federal Government and First Nations	1,086	1,086	1,086	1,218	1,183	109%	97%
Other Alberta school authorities	-	-	-	38	35	100%	92%
Fees	1,941	1,945	1,945	1,926	1,706	88%	89%
Sales of services and products	190	374	374	244	239	126%	98%
Investment income	620	920	920	747	626	101%	84%
Gifts and donations	67	67	67	313	279	416%	89%
Rental of facilities	56	56	56	128	119	213%	93%
Fundraising	54	54	54	150	149	276%	99%
Gains on disposal of tangible capital assets	-	-	-	52	34	100%	65%
Other Revenues	-	159	159	286	264	100%	92%
TOTAL REVENUES	\$ 80,048	\$ 81,101	\$ 81,340	\$ 82,013	\$ 62,707	78%	76%

EXPENSES BY CATEGORY	Spring Budget	Q1 Forecast	Q2 Forecast	Q3 Forecast	Year to Date as at May 31, 24	% Actual to Spring Budget	% Actual to Q3 Forecast
Certificated salaries	\$ 35,130	\$ 35,889	\$ 35,889	\$ 35,816	\$ 26,844	76%	75%
Certificated benefits	8,318	8,489	8,489	8,538	6,356	76%	74%
Non-certificated salaries and wages	15,156	14,040	14,067	14,504	12,091	80%	83%
Non-certificated benefits	4,402	4,382	4,382	4,035	3,289	75%	82%
SUB - TOTAL	\$ 63,006	\$ 62,801	\$ 62,827	\$ 62,893	\$ 48,580	77%	77%
Services, contracts and supplies	\$ 16,438	\$ 17,732	\$ 17,943	\$ 18,489	\$ 14,444	88%	78%
Amortization of Capital	4,766	4,766	4,766	4,722	3,529	74%	75%
Other interest and finance charges	54	-	-	-	-	0%	-
Losses on disposal of tangible capital assets	-	-	-	-	-	-	-
Other expense	-	-	-	-	-	-	-
TOTAL EXPENSES	\$ 84,264	\$ 85,299	\$ 85,536	\$ 86,104	\$ 66,553	79%	77%
Annual Operating Surplus (Deficit)	\$ (4,216)	\$ (4,198)	\$ (4,196)	\$ (4,091)	\$ (3,846)		

EXPENSES BY PROGRAM OPERATION	Spring Budget	Q1 Forecast	Q2 Forecast	Q3 Forecast	Year to Date as at May 31, 24	% Actual to Spring Budget	% Actual to Q3 Forecast
Instruction: ECS	\$ 3,717	\$ 2,581	\$ 2,581	\$ 4,742	\$ 3,849	104%	81%
Instruction: Grades 1 to 12	60,983	62,977	63,214	61,043	46,428	76%	76%
Operations & Maintenance	10,536	10,762	10,762	11,277	8,627	82%	77%
Transportation	5,825	5,796	5,796	5,910	5,297	91%	90%
System Administration	2,843	2,881	2,881	2,749	2,068	73%	75%
External Services	360	302	302	383	284	79%	74%
TOTAL EXPENSES	\$ 84,264	\$ 85,299	\$ 85,536	\$ 86,104	\$ 66,553	79%	77%
Annual Operating Surplus (Deficit)	\$ (4,216)	\$ (4,198)	\$ (4,196)	\$ (4,091)	\$ (3,846)		

Revenues By Month

2023-2024

In Thousand's

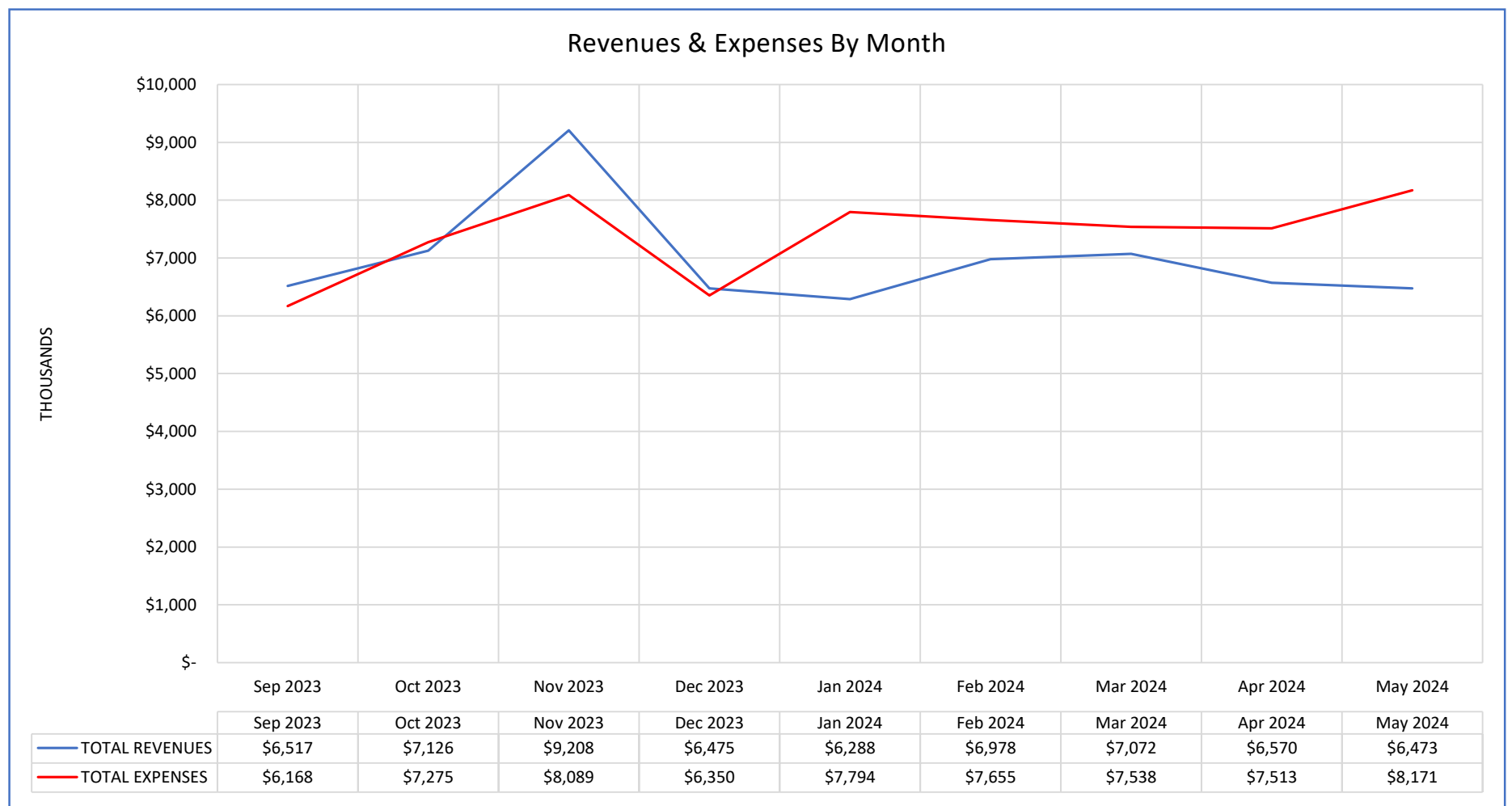
Revenues	Sep 2023	Oct 2023	Nov 2023	Dec 2023	Jan 2024	Feb 2024	Mar 2024	Apr 2024	May 2024	Totals
Alberta Education	\$ 5,607	\$ 6,534	\$ 8,541	\$ 6,105	\$ 5,902	\$ 6,094	\$ 6,446	\$ 3,822	\$ 5,447	\$ 54,498
Alberta Infrastructure	-	-	-	-	-	-	48	2,214	277	2,539
Other - Government of Alberta	78	100	152	113	113	117	118	120	123	1,034
Federal Government and First Nations	31	31	31	31	31	360	290	71	307	1,183
Other Alberta school authorities	2	2	2	7	3	16	3	-	1	36
Fees	672	255	127	67	122	164	84	79	137	1,707
Sales of services and products	23	44	26	25	23	(12)	32	35	43	239
Investment income	78	80	74	65	75	61	58	69	65	625
Gifts and donations	15	12	48	35	12	10	12	103	32	279
Rental of facilities	4	11	8	8	4	16	38	19	12	120
Fundraising	7	20	35	16	2	6	26	21	15	148
Gains on disposal of tangible capital assets	-	34	-	-	-	-	-	-	-	34
Other Revenues	-	3	164	3	1	146	(83)	17	14	265
TOTAL REVENUES	\$ 6,517	\$ 7,126	\$ 9,208	\$ 6,475	\$ 6,288	\$ 6,978	\$ 7,072	\$ 6,570	\$ 6,473	\$ 62,707

Expenses By Month

2023-2024

In Thousand's

Expenses	Sep 2023	Oct 2023	Nov 2023	Dec 2023	Jan 2024	Feb 2024	Mar 2024	Apr 2024	May 2024	Totals
Certificated salaries	\$ 2,881	\$ 2,857	\$ 3,189	\$ 2,957	\$ 3,021	\$ 2,974	\$ 2,961	\$ 2,971	\$ 3,033	\$ 26,844
Certificated benefits	590	587	617	612	788	784	772	779	827	6,356
Non-certificated salaries and wages	1,297	1,255	1,362	1,316	1,311	1,368	1,346	1,411	1,425	12,091
Non-certificated benefits	358	348	346	353	371	386	363	384	381	3,290
SUB - TOTAL	\$ 5,126	\$ 5,047	\$ 5,514	\$ 5,238	\$ 5,491	\$ 5,512	\$ 5,442	\$ 5,545	\$ 5,666	\$ 48,581
Services, contracts and supplies	\$1,042	\$1,455	\$2,186	\$722	\$1,908	\$1,747	\$1,699	\$1,577	\$2,107	14,443
Amortization of Capital	-	773	389	390	395	396	397	391	398	3,529
Other interest and finance charges	-	-	-	-	-	-	-	-	-	-
Losses on disposal of tangible capital assets	-	-	-	-	-	-	-	-	-	-
Other expense	-	-	-	-	-	-	-	-	-	-
TOTAL EXPENSES	\$ 6,168	\$ 7,275	\$ 8,089	\$ 6,350	\$ 7,794	\$ 7,655	\$ 7,538	\$ 7,513	\$ 8,171	\$ 66,553

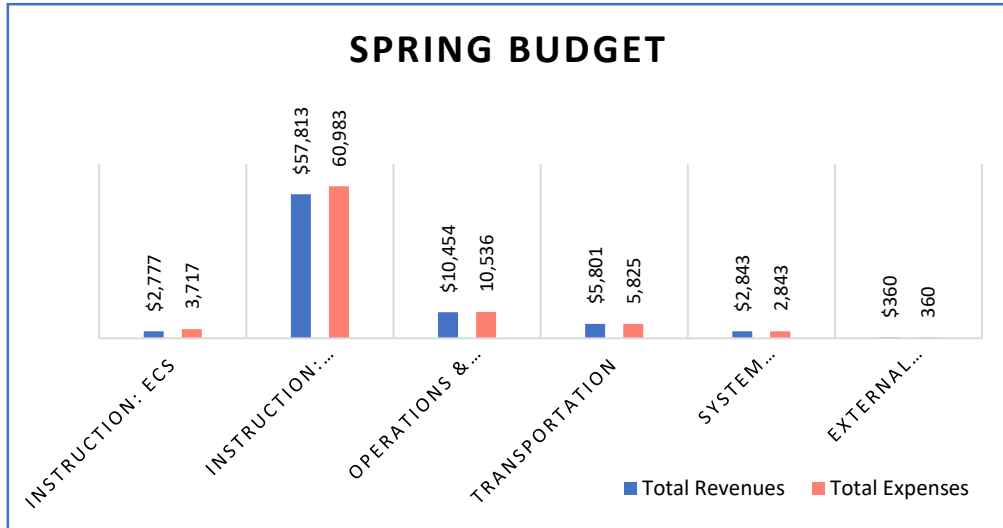


SUMMARY BY PROGRAM OPERATIONS

SPRING BUDGET SUMMARY

The Spring Budget Summary shows the total revenues and expenses by program operations as taken from the Spring Budget approved by the Board of Trustees on May 24, 2023.

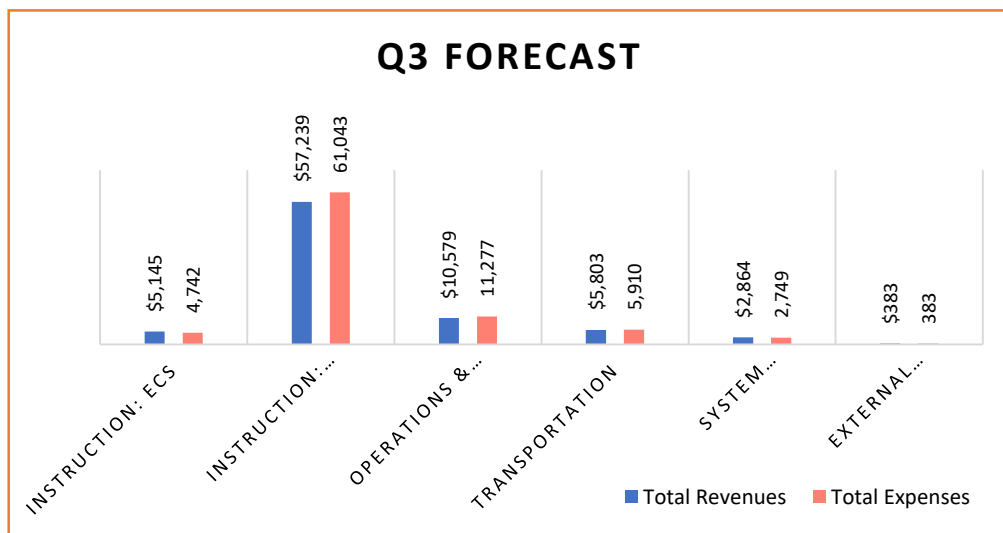
Spring Budget	Instruction: ECS	Instruction: Grades 1 to 12	Operations & Maintenance	Transportation	System Administration	External Services	TOTALS
Total Revenues	\$ 2,777	\$ 57,813	\$ 10,454	\$ 5,801	\$ 2,843	\$ 360	\$ 80,048
Total Expenses	3,717	60,983	10,536	5,825	2,843	360	84,264
Annual Operating Surplus (Deficit)	\$ (940)	\$ (3,170)	\$ (82)	\$ (24)	\$ -	\$ -	\$ (4,216)



QUARTER 3 FORECAST SUMMARY

The Quarter 3 Forecast Summary shows the total revenues and expenses by program operations as forecasted.

Q3 Forecast	Instruction: ECS	Instruction: Grades 1 to 12	Operations & Maintenance	Transportation	System Administration	External Services	TOTALS
Total Revenues	\$ 5,145	\$ 57,239	\$ 10,579	\$ 5,803	\$ 2,864	\$ 383	\$ 82,013
Total Expenses	4,742	61,043	11,277	5,910	2,749	383	86,104
Annual Operating Surplus (Deficit)	\$ 403	\$ (3,804)	\$ (698)	\$ (107)	\$ 115	\$ -	\$ (4,091)



YEAR TO DATE AS AT MAY 31, 24 SUMMARY

The Year to Date Summary shows the total revenues and expenses as recorded in the Division's financial system at the end of the this quarter.

Year to Date as at May 31, 24	Instruction: ECS	Instruction: Grades 1 to 12	Operations & Maintenance	Transportation	System Administration	External Services	TOTALS
Total Revenues	\$ 3,884	\$ 44,276	\$ 7,556	\$ 4,524	\$ 2,165	\$ 302	\$ 62,707
Total Expenses	3,849	46,428	8,627	5,297	2,068	284	66,553
Annual Operating Surplus (Deficit)	\$ 35	\$ (2,152)	\$ (1,071)	\$ (773)	\$ 97	\$ 18	\$ (3,846)

