

MONITORING REPORT

SUPERINTENDENT LIMITATIONS POLICY 4.2 BUDGET /FINANCIAL CONDITON

June 21, 2022

I hereby present my monitoring report on your Limitations Policy, 4.2 Budget/Financial Condition according to the schedule set out. I certify that the information contained in this report is true.

Signed *Original signed by Randolph J. MacLEAN*, Superintendent of School Date: June 20, 2022.

POLICY STATEMENT:

“THE SUPERINTENDENT SHALL NOT CAUSE THE DISTRICT TO FALL INTO FISCAL JEOPARDY NOR ALLOW EXPENDITURES TO DEVIATE SUBSTANTIALLY FROM COUNCIL PRIORITIES AS ESTABLISHED IN ENDS POLICIES.”

BOARD POLICY PROVISIONS:

The Superintendent shall not:

- 1.0 Expend more funds than have been received in the fiscal year to date.

DATA: Attached is the budget expenditure plan to March 31, 2023.

I report compliance.

- 2.0 Neglect to inform Council of resources being allocated to the implementation of the District Education Plan.

DATA: The Council is informed of resources being allocated to the implementation of the District Education Plan through the budget proposal and various monitoring reports throughout the year.

I report compliance.

- 3.0 Fail to include an expenditure report of the District Education Council's specific Operating Budget.

DATA: Attached is the budget expenditure plan to March 31, 2023.

I report compliance.

- 4.0 Fail to annually update Council on specifics of trust funds entrusted to the District. Specifics should include any changes in status regarding trusts, who administered the terms of the trust and who benefited from the trust.

DATA: Attached

The Council has received and reviewed data for the In Trust Scholarship

I report compliance

Prepared for Superintendent of Schools/CEO Randolph J. MacLEAN
by Aubrey Kirkpatrick, Director of Finance and Administration

ANGLOPHONE SCHOOL DISTRICT - EAST

BUDGET PROPOSAL
Fiscal Year 2022-2023

Account Number	Description	EECD Budget	District ASD-E Proposal	Balance Surplus / (Deficit)
INSTRUCTION				
REGULAR INSTRUCTION				
03-3431-P71100	Regular Salaries	\$103,933,100	\$102,933,100	\$1,000,000
03-3467-P71100	Supply Teachers	\$2,945,300	\$2,914,615	\$30,685
03-4764-P71100	Repair Services Educational Equipment		\$23,000	(\$23,000)
03-4904-P71100	Travel In Province		\$55,000	(\$55,000)
03-5181-P71100	Textbook Allocation			\$0
03-5189-P71100	Educational and Teaching Materials & Textbook Allocation	\$2,055,600	\$1,896,600	\$159,000
03-5189-P71100	Educational and Teaching Materials Culinary and Tech.		\$45,000	(\$45,000)
03-5189-P71100	Photocopy Usage		\$240,000	(\$240,000)
03-6064-P71100	Leases - Photocopier and Printers - Schools		\$114,480	(\$114,480)
03-4861-P72100	Telephone & Communications - Schools		\$183,000	(\$183,000)
03-5739-P72100	Stationery, Office Supplies and Forms - Schools		\$50,000	(\$50,000)
03-5189-P72202	Educational and Teaching Materials Library Materials		\$114,000	(\$114,000)
03-6069-P73912	Other Property and Equipment - Schools		\$50,000	(\$50,000)
03-4559-P75200	Transportation Costs Co- Curricular		\$51,000	(\$51,000)
03-4559-P75300	Transportation Costs Extra-Curricular		\$74,000	(\$74,000)
03-3431-P72100	School Admin. Assistants Regular Salaries	\$2,428,300	\$2,373,000	\$55,300
03-3466-P72100	School Admin. Ass. Casual / Replacement Salaries	\$127,300	\$130,000	(\$2,700)
03-3431-P72202	Regular Salaries-Library Assistants	\$646,300	\$588,000	\$58,300
03-3431-P72203	Regular Salaries - Educational Leave	\$491,300	\$491,300	\$0
03-3451-P72209	Teacher Working Condition Fund	\$146,700	\$146,700	\$0
03-5241-P73114	Nutrition - Healthy Minds	\$172,900	\$154,100	\$18,800
TOTAL REGULAR INSTRUCTION:		\$112,946,800	\$112,626,895	\$319,905
EDUCATIONAL SUPPORT SERVICES				
03-3431-P72301	Regular Salaries - Educational Assistants	\$17,758,800	\$19,910,800	(\$2,152,000)
03-6479-P71300	Special Equip. and Supplies ESS		\$50,000	(\$50,000)
03-3431-P72301	Salaries - Student Attendants	\$202,800	\$463,438	(\$260,638)
03-3451-P72301	Salaries - Casuals...	\$0	\$235,200	(\$235,200)
03-3466-P72301	Salaries - Replacements	\$973,600	\$882,000	\$91,600
03-4509-P72301	Operating Expenses - Other		\$10,000	(\$10,000)
03-3431-P73902	Positive Learning (SIW)	\$965,100	\$1,780,145	(\$815,045)
03-3431-P73902	Regular Salaries - Behavior Intervention Mentor Salaries	\$950,700		\$950,700
03-3466-P73902	Positive Learning (SIW) Replacement costs		\$24,000	(\$24,000)
TOTAL EDUCATIONAL SUPPORT SERVICES:		\$20,851,000	\$23,355,583	(\$2,504,583)
STUDENT SUPPORT SERVICES				
03-3431-P72201	SSE / Psychologist Salaries	\$2,878,400	\$2,528,400	\$350,000
03-5189-P72201	Operating Expenses	\$151,900	\$147,600	\$4,300
TOTAL STUDENT SUPPORT SERVICES:		\$3,030,300	\$2,676,000	\$354,300
INFORMATION TECHNOLOGY				
03-6071-P72405	Technology Support (Software and other)	\$312,800	\$355,000	(\$42,200)
TOTAL INFORMATION TECHNOLOGY:		\$312,800	\$355,000	(\$42,200)

ANGLOPHONE SCHOOL DISTRICT - EAST

BUDGET PROPOSAL
Fiscal Year 2022-2023

Account Number	Description	EECD Budget	District ASD-E Proposal	Balance Surplus / (Deficit)
PLANT				
OPERATION & MAINTENANCE				
03-3431-P74100	Regular Salaries	\$7,707,800	\$7,644,368	\$63,432
03-3432-P74100	Salaries - Overtime		\$50,000	(\$50,000)
03-3466-P74100	Replacement Salaries	\$312,200	\$200,000	\$112,200
03-3469-P74100	Salaries Reciprocal Agreement	\$37,600	\$37,600	\$0
03-4191-P74100	Facilities Operating Costs	\$7,785,300		\$7,785,300
03-4252-P74100	Electricity		\$2,710,050	(\$2,710,050)
03-4253-P74100	Water & Sewer		\$425,000	(\$425,000)
03-4513-P74100	Garbage Removal		\$182,400	(\$182,400)
03-4711-P74100	Snow Removal		\$630,000	(\$630,000)
03-4721-P74100	Educational Facilities - Rental	\$95,224	\$95,224	\$0
03-4731-P74100	Vehicle Expenses Chargeback	\$289,100	\$300,000	(\$10,900)
03-4861-P74100	Phones		\$8,000	(\$8,000)
03-4904-P74100	Travel In Province		\$10,000	(\$10,000)
03-5331-P74100	Heating Fuel - Oil		\$225,000	(\$225,000)
03-5332-P74100	Heating Fuel - Natural Gas		\$782,800	(\$782,800)
03-5339-P74100	Heating Fuel - Propane		\$87,550	(\$87,550)
03-5339-P74100	Heating Fuel - Pellets		\$40,000	(\$40,000)
03-4514-P74110	Oil Remediation Project - Marshview & Havelock	\$6,000	\$6,000	\$0
TOTAL PLANT:		\$16,233,224	\$13,433,992	\$2,799,232
MINOR RENOVATIONS				
03-4514-P74120	Minor Renovations		\$1,100,000	(\$1,100,000)
03-3451-P74120	Casual Salaries - Extra Help (Maintenance Crew)		\$100,000	(\$100,000)
03-4529-P74120	Monitoring and Security Systems		\$75,000	(\$75,000)
03-4539-P74120	Inspection Services		\$82,000	(\$82,000)
03-5413-P74120	Plant & Cleaning Supplies		\$328,000	(\$328,000)
TOTAL MINOR RENOVATIONS:			\$1,685,000	(\$1,685,000)
VANDALISM				
03-4519-P74101	Minor Renovations		\$30,000	(\$30,000)
TOTAL PLANT AND MAINTENANCE:		\$16,233,224	\$15,148,992	\$1,084,232

ANGLOPHONE SCHOOL DISTRICT - EAST

BUDGET PROPOSAL
Fiscal Year 2022-2023

Account Number	Description	EECD Budget	District ASD-E Proposal	Balance Surplus / (Deficit)
PUPIL TRANSPORTATION				
TRANSPORTATION				
03-3431-P75100	Regular Salaries	\$2,692,700	\$2,652,700	\$40,000
03-3432-P75100	Salaries - Overtime		\$25,000	(\$25,000)
03-3451-P75100	Casual		\$70,000	(\$70,000)
03-3466-P75100	Salaries - Replacement Drivers	\$147,600	\$129,408	\$18,193
03-3705-P75100	Bus Block Heater Allowance	\$14,000	\$9,000	\$5,000
03-3706-P75100	Bus Driver Medical	\$7,400	\$7,000	\$400
03-4554-P75100	Contracted Conveyance	\$3,214,200	\$3,139,200	\$75,000
03-4731-P75100	Bus Operation & Maintenance Chargeback	\$2,247,900	\$2,192,900	\$55,000
03-4869-P75100	Communication Costs and Special Projects		\$25,000	(\$25,000)
03-4904-P75100	Travel in Province		\$1,000	(\$1,000)
TOTAL PUPIL TRANSPORTATION:		\$8,323,800	\$8,251,208	\$72,593
DISTRICT / OFFICE of THE SUPERINTENDENT OPERATIONS				
S.D. PARENT ADVISORY COUNCIL				
03-4509-P76100	Other Services PSSC School		\$35,000	(\$35,000)
03-3449-P76100	DEC Compensation	\$39,000	\$39,000	\$0
03-4509-P76100	Other Services DEC		\$33,000	(\$33,000)
TOTAL S.D. PARENT ADVISORY COUNCIL:		\$39,000	\$107,000	(\$68,000)
OFFICE OF THE SUPERINTENDENT and ED. CENTRES				
03-3431-P76200	Regular Salaries - Office of the Superintendent	\$2,092,700	\$4,308,540	(\$2,215,840)
03-3431-P76200	Regular Salaries - Education Centers	\$2,278,600		\$2,278,600
03-3451-P76200	Casual Salaries		\$25,000	(\$25,000)
03-3466-P76200	Replacement Salaries		\$35,000	(\$35,000)
	Special Projects (D. Office and Other ongoing Projects)		\$260,000	(\$260,000)
03-3701-P76200	Membership Dues and Fees		\$15,000	(\$15,000)
03-4031-P76200	Advertising		\$3,500	(\$3,500)
03-4067-P76200	Data Network Fee		\$4,000	(\$4,000)
03-4071-P76200	Maintenance Service Charges,		\$12,000	(\$12,000)
03-4505-P76200	Business Meeting Expenses		\$13,000	(\$13,000)
03-4505-P76200	Communications		\$4,000	(\$4,000)
03-4509-P76200	Investigations		\$20,000	(\$20,000)
03-4611-P76200	Postage, Courier & Freight		\$45,000	(\$45,000)
03-4701-P76200	Printing and Copying		\$25,000	(\$25,000)
03-4727-P76200	Office Equipment Rental		\$2,000	(\$2,000)
03-4731-P76200	Vehicle Management Chargeback		\$4,000	(\$4,000)
03-4764-P76200	Office Equipment Repairs & Service		\$2,500	(\$2,500)
03-4861-P76200	Telephone & Communications		\$55,000	(\$55,000)
03-4904-P76200	Travel in Province		\$85,000	(\$85,000)
03-4907-P76200	Travel Out-of-Province		\$35,000	(\$35,000)
03-4911-P76200	Registration and Conference Fees		\$25,000	(\$25,000)
03-5739-P76200	Stationery, Office Supplies		\$35,000	(\$35,000)
03-6071-P76200	Computer Hardware		\$20,000	(\$20,000)
03-6064-P76200	Copier / Printer Leases		\$7,920	(\$7,920)
03-6479-P76200	Office Furniture & Equipment		\$15,000	(\$15,000)
03-4509-P76200	Operating Expenses	\$2,031,800		\$2,031,800
03-4721-P76400	District Office Lease	\$289,476	\$289,476	\$0
03-5189-P73500	First Nation	\$81,000	\$81,000	\$0
TOTAL OFFICE of the SUPERINTENDENT and ED. CENTRES		\$6,773,576	\$5,426,936	\$1,346,640
Other Services				
03-3431-P72211	Community Regular Salaries - Coordinators	\$322,900	\$314,286	\$8,614
03-3431-P73914	Youth Futures	\$151,500	\$151,500	\$0
TOTAL OFFICE Other Services		\$474,400	\$465,786	\$8,614
TOTAL DISTRICT OPERATING / OFFICE of the SUPERINTENDENT		\$7,286,976	\$5,999,722	\$1,287,254

ANGLOPHONE SCHOOL DISTRICT - EAST

BUDGET PROPOSAL
Fiscal Year 2022-2023

Account Number	Description	EECD Budget	District ASD-E Proposal	Balance Surplus / (Deficit)
EMPLOYEE BENEFITS				
EMPLOYEE BENEFITS				
03-3429-P77100	Pension Benefits to Pensioners	\$3,900	\$3,900	\$0
03-3441-P77100	Vacation Pay	\$2,179,100	\$2,468,200	(\$289,100)
03-3601-P77100	Group Insurance	\$121,200	\$121,200	\$0
03-3602-P77100	Canada Pension Plan	\$7,031,000	\$7,204,597	(\$173,597)
03-3603-P77100	Health & Dental Insurance	\$1,776,300	\$1,776,300	\$0
03-3604-P77100	Employment Insurance	\$2,467,100	\$2,531,603	(\$64,503)
03-3704-P77100	Clothing Allowance (CUPE)	\$80,500	\$66,000	\$14,500
03-5122-P77100	Safety Boot Allowance (CUPE)	\$20,200	\$18,000	\$2,200
03-3709-P77100	Other Benefits (Flu shots, other)	\$23,000	\$19,000	\$4,000
03-4509-P76600	Occupational Health & Safety		\$20,000	(\$20,000)
03-4509-P76600	Workplace Accommodation		\$30,000	(\$30,000)
03-4509-P76600	Wellness		\$15,000	(\$15,000)
TOTAL EMPLOYEE BENEFITS:		\$13,702,300	\$14,273,800	(\$571,500)
GRAND TOTAL		\$182,687,200	\$182,687,200	\$0