



Schools' Finance Branch  
511-1181 Portage Avenue  
Winnipeg, Manitoba  
R3G 0T3

**INTERLAKE SCHOOL DIVISION**  
192 - 2nd AVENUE NORTH  
STONEWALL, MANITOBA R0C 2Z0

**FRAME BUDGET**

**FOR THE FISCAL YEAR ENDING JUNE 30, 2018**

## EXPENSE DEFINITIONS

**Operating Fund** - consists of the nine functions defined below:

**Function 100** - Regular Instruction - Consists of costs related directly to the K - 12 classroom, e.g. teachers, educational assistants, textbooks (incl. e-books), related supplies, services, and equipment such as desks, chairs, tables, audio visual equipment and computers. Includes costs related to Gifted students, International Baccalaureate, Advanced Placement, university offered and correspondence courses, and enrichment activities that are generalized in nature. Also includes school based administration costs including principals, vice-principals, and support staff. Summer school costs are recorded here.

**Function 200** - Student Support Services - Consists of costs specifically related to students who have exceptional learning needs, as well as counselling and guidance and resource costs for all students. Students with exceptional learning needs are students who have physical, cognitive, sensory or emotional/behavioural disabilities. Costs include special education and resource teachers, special needs educational assistants, counsellors, clinicians, and related and appropriate services (e.g. occupational therapists), supplies, textbooks, materials, equipment and software. Special education co-ordinators or student services administrators and clerical staff are also included.

**Function 300** - Adult Learning Centres - Consists of costs related to Adult Learning Centres (ALC) owned and operated by school divisions. ALC's offer adult centred programs in which adult education principles and practices are applied to curriculum and program delivery. Does not include costs associated with adults in the regular classroom. Also, does not include costs associated with ALC's that are governed by their own board of directors.

**Function 400** - Community Education and Services - Consists of costs related to providing services (such as community use of facilities and gym rentals) and non-credit courses to community groups and individuals. Includes pre-kindergarten education.

**Function 500** - Divisional Administration - Consists of costs related to the administration of the school division including the board of trustees and the superintendent's and secretary-treasurer's departments.

**Function 600** - Instructional and Other Support Services - Consists of costs related to support services for students, teaching staff, and the educational process, such as libraries/media centres, professional development, and curriculum consulting and development.

**Function 700** - Transportation of Pupils - Consists of all costs, including supervisory and clerical personnel, related to the transportation of pupils. Does not include the purchase of school buses over \$20,000 per unit as they are recorded in the capital fund.

**Function 800** - Operations and Maintenance - Consists of all costs, including supervisory and clerical personnel, related to the upkeep, maintenance and minor repair of all school division buildings and grounds. Includes utilities, taxes, insurance and supplies. Does not include capital costs.

**Function 900** - Fiscal - Consists of short-term loan interest, bank charges and the Health and Education Levy.

Note: Capital costs are not included in Operating Fund functions.

**FRAME / ERROR REPORT**

FRAME EXPENSES:	EXPENSES - TRANSFERS =		FRAME	FTE	COST PER PUPIL	
			EXPENSES	PUPILS	2017/18	2016/17
<b>FUNCTION 100</b>						
ADMINISTRATION	3,207,955	0	3,207,955	2,755.5	1,164	1,149
SENIOR YEARS TECHNOLOGY	20,000	20,000	0	0.0	0	0
ENGLISH LANGUAGE	14,486,233	124,300	14,361,933	2,048.0	7,013	6,877
FRANÇAIS	70,000	70,000	0	0.0	0	0
FRENCH IMMERSION	45,800	45,800	0	0.0	0	0
DUAL TRACK	4,150,012	0	4,150,012	707.5	5,866	5,771
<b>TOTAL FUNCTION 100</b>	<b>21,980,000</b>	<b>260,100</b>	<b>21,719,900</b>	<b>2,755.5</b>	<b>7,882</b>	<b>7,749</b>
<b>FUNCTION 200</b>						
ADMINISTRATION/COORDINATION	162,182	0	162,182	2,755.5	59	59
CLINICAL AND RELATED SERVICES	765,018	20,000	745,018	2,755.5	270	261
SPECIAL PLACEMENT	143,300	90,000	53,300			
REGULAR PLACEMENT	1,890,500	0	1,890,500	2,755.5	686	681
RESOURCE SERVICES	2,205,000	--	2,205,000	2,755.5	800	792
COUNSELLING & GUIDANCE	1,057,000	--	1,057,000	2,755.5	384	369
<b>TOTAL FUNCTION 200</b>	<b>6,223,000</b>	<b>110,000</b>	<b>6,113,000</b>	<b>2,755.5</b>	<b>2,218</b>	<b>2,181</b>
<b>FUNCTION 500</b>						
BOARD OF TRUSTEES	245,000	11,400	233,600	2,755.5	85	83
INSTRUCTIONAL MANAGEMENT & ADMINISTRATION	406,000	0	406,000	2,755.5	147	147
BUSINESS ADMINISTRATIVE SERVICES	716,000	0	716,000	2,755.5	260	256
MANAGEMENT INFORMATION SERVICES	52,000	--	52,000	2,755.5	19	24
<b>TOTAL FUNCTION 500</b>	<b>1,419,000</b>	<b>11,400</b>	<b>1,407,600</b>	<b>2,755.5</b>	<b>511</b>	<b>510</b>
<b>FUNCTION 600</b>						
CURRICULUM CONSULTING/DEVELOPMENT ADMIN.	0	--	0	2,755.5	0	0
CURRICULUM CONSULTING/DEVELOPMENT	0	--	0	2,755.5	0	37
LIBRARY/ MEDIA CENTRE	560,050	--	560,050	2,755.5	203	217
PROFESSIONAL & STAFF DEVELOPMENT	496,297	--	496,297	2,755.5	180	240
OTHER	102,653	20,700	81,953	2,755.5	30	38
<b>TOTAL FUNCTION 600</b>	<b>1,159,000</b>	<b>20,700</b>	<b>1,138,300</b>	<b>2,755.5</b>	<b>413</b>	<b>533</b>

**PUPIL/TEACHER RATIOS:**

	REGULAR INSTRUCTION		EDUCATOR	
	2017/18	2016/17	2017/18	2016/17
ENROLMENT	2,755.5	2,706.0	2,755.5	2,706.0
TEACHERS	175.10	177.55	229.83	233.08
RATIO	15.7	15.2	12.0	11.6

**ANALYSIS OF TRANSPORTATION EXPENSES:**

	REGULAR TRANSPORT'N PROGRAM 720	COST PER TRANSPORTED PUPIL	COST PER TOTAL KM (bus routes)	COST PER LOADED KM	ADMIN., REGULAR AND OTHER (710, 720, 790)	COST PER TOTAL KM (log book)
2017/18	1,906,000	1,203	1.91	3.26	2,203,000	2.23
2016/17	1,910,000	1,212	1.99	3.19	2,174,000	2.24

**TOTAL OPERATING EXPENSE PER PUPIL:**

	TOTAL EXPENSES	- OPERATING TRANSFERS	CONSOLIDATED EXPENSES	- FUNCTIONS 300 AND 400	EXPENSES FOR PER PUPIL	COST PER PUPIL
2017/18	37,541,600	(402,200)	37,139,400	(265,000)	36,874,400	13,382
2016/17	36,707,000	(335,315)	36,371,685	(257,000)	36,114,685	13,346

**SALARY/PERSONNEL REPORT:**

	FUNCTION 100			FUNCTION 200		
	SALARIES	PERSONNEL	AVERAGE	SALARIES	PERSONNEL	AVERAGE
320 EXECUTIVE, MG'L & SUPERVISORY	1,770,000	15.75	112,381	107,377	1.00	107,377
330 INSTRUCTIONAL - TEACHING	16,051,460	175.10	91,670	2,989,740	34.38	86,962
350 INSTRUCTIONAL - OTHER	460,000	23.00	20,000	1,697,308	67.50	25,145
360 TECHNICAL, SPECLIZ'D & SERVICE	0	0.00	0	0	0.00	0
370 SECRETARIAL, CLERICAL & OTHER	580,000	16.25	35,692	38,783	0.80	48,479
380 CLINICIAN				662,819	7.50	88,376
390 INFORMATION TECHNOLOGY	388,000	6.00	64,667	0	0.00	0
	FUNCTION 500			FUNCTION 600		
	SALARIES	PERSONNEL	AVERAGE	SALARIES	PERSONNEL	AVERAGE
320 EXECUTIVE, MG'L & SUPERVISORY	563,000	4.00	140,750	0	0.00	0
330 INSTRUCTIONAL - TEACHING				375,946	3.60	104,429
350 INSTRUCTIONAL - OTHER				399,000	13.80	28,913
360 TECHNICAL, SPECLIZ'D & SERVICE	65,000	1.00	65,000	20,653	2.00	10,327
370 SECRETARIAL, CLERICAL & OTHER	208,000	4.20	49,524	0	0.00	0
390 INFORMATION TECHNOLOGY	0	0.00	0	0	0.00	0
	FUNCTION 700			FUNCTION 800		
	SALARIES	PERSONNEL	AVERAGE	SALARIES	PERSONNEL	AVERAGE
320 EXECUTIVE, MG'L & SUPERVISORY	75,000	1.00	75,000	83,000	1.00	83,000
350 INSTRUCTIONAL - OTHER	0	0.00	0			
360 TECHNICAL, SPECLIZ'D & SERVICE	1,152,000	43.00	26,791	1,356,000	26.03	52,094
370 SECRETARIAL, CLERICAL & OTHER	49,000	1.00	49,000	67,000	2.00	33,500
390 INFORMATION TECHNOLOGY	0	0.00	0	0	0.00	0

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# CALCULATION OF 2017 SPECIAL LEVY

To accompany the 2017/18 FRAME Budget

## INTERLAKE SCHOOL DIVISION

A. Special Requirement: 2016/17 Budget (1)	<u>18,834,000</u>	
B. Amount related to 2016/17 included in 2016 Special Levy	<u>9,040,320</u>	
C. Balance of 2016/17 to be raised in 2017 (A - B)		<u>9,793,680</u>
D. Special Requirement: 2017/18 Budget (1)	<u>19,923,000</u>	
E. Amount included in 2017 Special Levy (48.0% of D) (2)		<u>9,563,040</u>
F. Surplus (Applied)/Raised (not included in the Special Requirement)		
G. 2017 SPECIAL LEVY FOR DIVISION (C + E + F)		<u>19,356,720</u>
H. 2017 SPECIAL LEVY FOR D.S.F.M. (from line Q below)		<u>0</u>
I. 2016 SPECIAL LEVY ADJUSTMENT FOR D.S.F.M. (from line G of Adjustment form)		<u>0</u>
J. <b>SPECIAL LEVY BEFORE TAX INCENTIVE GRANT (G + H + I)</b>		<u>19,356,720</u>
K. Less: Tax Incentive Grant		<u>1,289,551</u>
L. <b>2017 TOTAL SPECIAL LEVY (J - K) (3)</b>		<u>18,067,169</u>

## 2017 SPECIAL LEVY FOR D.S.F.M.

M. 2017 Special Levy for Division (from line G above)	<u>19,356,720</u>	
N. Resident Non-D.S.F.M. pupils at September 30, 2016 (4)	<u>2,812.5</u>	
O. Special Levy per resident pupil (M ÷ N)	<u>6,882.39</u>	
P. Resident D.S.F.M. pupils at September 30, 2016 (4)	<u>0.0</u>	
Q. 2017 Special Levy for D.S.F.M. (O x P)		<u>0</u>

- (1) **Special Requirement must agree with the Special Requirement shown under Municipal Government in your budget.**
- (2) **The percentage of the 2017/18 Special Requirement shown in E must not be less than 40%.**
- (3) **Please ensure that the 2017 Special Levy calculated on this form agrees with the total of levies requested on your Notices of Tax Requirements.**
- (4) **From Resident Pupils form.**

**PLEASE REMIT THIS FORM AND YOUR NOTICES OF TAX REQUIREMENTS WITH YOUR BUDGET**

\_\_\_\_\_  
DATE

\_\_\_\_\_  
CHAIRPERSON

\_\_\_\_\_  
DATE

\_\_\_\_\_  
SECRETARY-TREASURER

**Copy to la Division scolaire franco-manitobaine by March 15**

## OPERATING FUND SCHEDULE OF REVENUE AND EXPENSES

Budget for the Year Ending June 30, 2018

### Revenue

Provincial Government	22,706,669
Federal Government	-
Municipal Government - Property Tax	14,989,005
- Other	-
Other School Divisions	63,000
First Nations	-
Private Organizations and Individuals	204,600
Other Sources	136,726
	38,100,000

### Expenses

Regular Instruction	21,980,000
Student Support Services	6,223,000
Adult Learning Centres	-
Community Education and Services	265,000
Divisional Administration	1,419,000
Instructional and Other Support Services	1,159,000
Transportation of Pupils	2,207,000
Operations and Maintenance	3,623,000
Fiscal	665,600
	37,541,600

Current Year Operating Surplus (Deficit)	558,400
Net Transfers from (to) Capital Fund	(558,400)
Net Current Year Surplus (Deficit)	0

**OPERATING FUND - REVENUE DETAIL  
PROVINCE OF MANITOBA**

Budget for the Year Ending June 30, 2018

**Funding of Schools Program**

Base Support		
Instructional	5,284,027	
Additional Instructional Support for Small Schools	46,272	
Sparsity	472,036	
Curricular Materials	164,526	
Information Technology	170,010	
Library Services	252,273	
Student Services	890,149	
Counselling and Guidance	227,594	
Professional Development	106,942	
Physical Education	52,750	
Occupancy	1,532,160	9,198,739
Categorical Support		
Transportation	1,240,261	
Board and Room	-	
Special Needs: Coordinator/Clinician	282,437	
Special Needs: Level 2	527,250	
Special Needs: Level 3	485,990	
Senior Years Technology Education	82,830	
English as an Additional Language	39,750	
Aboriginal Academic Achievement (included BSSAP)	135,000	
Aboriginal and International Languages	-	
French Language Education	70,900	
Small Schools	142,220	
Enrolment Change	83,041	
Northern Allowance	-	
Early Childhood Development Initiative	43,036	
Literacy and Numeracy	219,368	
Education for Sustainable Development	15,400	3,367,483
Equalization		3,580,103
Additional Equalization		-
Formula Guarantee		568,454
Other Program Support		
School Buildings Support: "D" Projects	127,500	
Technology Education Equipment Replacement	28,300	
Skills Strategy Equipment Enhancement	-	
Other Minor Capital Support	-	
Prior Year Support		
Curricular Materials	-	
School Buildings Support: "D" Projects	-	
Technology Education Equipment	-	155,800
		<u>16,870,579</u>

**OPERATING FUND - REVENUE DETAIL  
PROVINCE OF MANITOBA (CONT'D)**

Budget for the Year Ending June 30, 2018

**Other Department of Education and Training**

Non-Resident	-	
Shared Services	-	
Special Needs	-	
Institutional Programs	-	
Nursing Supports (URIS)	-	
Substitute Fees	5,000	
General Support Grant	590,000	
Education Property Tax Credit	3,644,444	
Tax Incentive Grant	1,289,551	
Smaller Classes Initiative (K-3)	159,928	
Community Schools	-	
Healthy Schools Initiative	10,000	
Learning to Age 18 Coordinator	20,000	
Other: <a href="#">French Revitalization</a>	45,000	
<a href="#">Career Development Grant</a>	41,667	
	-	
		5,805,590

**Other Provincial Government Departments (Not including GBE's)**

Employment Programs	-	
Adult Learning Centres	-	
Other: <a href="#">Healthy Child Manitoba</a>	30,500	
		30,500

<b>Funding of Schools Program (previous page)</b>	<u>16,870,579</u>
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<b>TOTAL PROVINCIAL GOVERNMENT REVENUE</b>	<u><u>22,706,669</u></u>
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**OPERATING FUND - REVENUE DETAIL**  
**NON-PROVINCIAL GOVERNMENT SOURCES**

Budget for the Year Ending June 30, 2018

<b>Federal Government</b>			
Tuition Fees		-	
Transportation of Pupils		-	
French Language Monitor		-	
English as an Additional Language (Adults)		-	
Other:		-	
			0
<b>Municipal Government</b>			
Special Requirement	19,923,000		
Less: Education Property Tax Credit	(3,644,444)		
Less: Tax Incentive Grant	(1,289,551)	14,989,005	
Other:		-	14,989,005
<b>Other School Divisions</b>			
Tuition Fees		-	
Transfer Fees		23,000	
Residual Fees		-	
Transportation of Pupils		-	
Other:	Safety Officer - LSSD	40,000	
			63,000
<b>First Nations</b>			
Tuition Fees		-	
Transportation of Pupils		-	
Other:		-	
			0
<b>Private Organizations and Individuals (Includes GBE's)</b>			
Regular Tuition		300	
International Tuition		-	
Continuing Education		138,000	
Other Tuition:		-	
Food Service		5,000	
Government Business Enterprises (GBE's)		-	
Other:		-	
	Workers Compensation	2,800	
	Local Substitute teachers	9,000	
	ITA President	49,500	
			204,600
<b>Other Sources</b>			
Interest		7,000	
Donations		5,000	
Other:	STAR Funding	33,000	
	Restitution Fees	100	
	School Reimbursements	15,000	
	Program 800 Revenue	31,300	
	Program 700 Revenue	45,000	
	Sale of Fixed Assets	100	
	Program 100 Revenue	226	
			136,726
<b>TOTAL NON-PROVINCIAL GOVERNMENT REVENUE</b>			<b>15,393,331</b>

### OPERATING FUND - EXPENSE BY FUNCTION AND BY OBJECT

Budget for the Year Ending June 30, 2018

FUNCTION OBJECT	100	200	300	400	500	600	700	800	900	2018	2017
	Regular Instruction	Student Support Services	Adult Learning Centres	Community Education and Services	Divisional Administration	Instructional and Pupil Support Services	Transportation	Operations and Maintenance	Fiscal	TOTALS	TOTALS
Salaries	19,249,460	5,496,027	-	135,000	954,000	795,599	1,276,000	1,506,000		29,412,086	28,606,000
Employees Benefits and Allowances	1,104,600	456,023	-	20,025	116,285	102,378	210,800	248,841		2,258,952	2,220,810
Services	308,336	111,300	-	97,775	295,665	156,862	187,450	1,401,859		2,559,247	2,567,114
Supplies, Materials and Minor Equipment	1,057,504	49,650	-	12,200	41,650	83,461	532,750	466,300		2,243,515	2,304,761
Short Term Loan Interest and Bank Charges									21,600	21,600	58,000
Bad Debt Expense									-	0	0
Transfers	260,100	110,000	0	0	11,400	20,700	0	0	(PAYROLL TAX) 644,000	1,046,200	950,315
<b>TOTALS</b>	<b>21,980,000</b>	<b>6,223,000</b>	<b>0</b>	<b>265,000</b>	<b>1,419,000</b>	<b>1,159,000</b>	<b>2,207,000</b>	<b>3,623,000</b>	<b>665,600</b>	<b>37,541,600</b>	<b>36,707,000</b>

**OPERATING FUND - EXPENSE DETAIL: FUNCTION 100**

Budget for the Year Ending June 30, 2018

REGULAR INSTRUCTION	10 ADMINISTRATION	SINGLE TRACK SCHOOLS *			80 DUAL TRACK SCHOOLS **	90 SENIOR YEARS TECHNOLOGY EDUCATION	TOTALS
		20 ENGLISH LANGUAGE	50 FRANÇAIS	70 FRENCH IMMERSION			
CODE OBJECT \ PROGRAM							
3XX SALARIES							
320 Executive, Managerial and Supervisory	1,770,000						1,770,000
330 Instructional - Teaching	5000	12,408,521			3,637,939		16,051,460
350 Instructional - Other		312,178			147,822		460,000
360 Technical, Specialized and Service							0
370 Secretarial, Clerical and Other	580,000						580,000
390 Information Technology	388,000						388,000
Total Salaries	2,743,000	12,720,699	0	0	3,785,761	0	19,249,460
4XX EMPLOYEES BENEFITS AND ALLOWANCES	241,014	665,522			198,064		1,104,600
5-6XX SERVICES							
510 Professional, Technical and Specialized		22,270			250		22,520
520 Communications	67,524	5,830					73,354
540 Travel and Meetings	2,275	9,950			1,000		13,225
560 Tuition		10,000					10,000
570 Printing and Binding							0
580 Insurance and Bond Premiums	25,149	15,500					40,649
590 Maintenance and Repair Services		3,263			500		3,763
610 Rentals							0
630 Advertising	2,000	10,400			0		12,400
640 Dues and Fees							0
650 Professional and Staff Development	23,350						23,350
680 Information Technology Services	20,300	88,775					109,075
Total Services	140,598	165,988	0	0	1,750	0	308,336
7XX SUPPLIES, MATERIALS & MINOR EQUIPMENT							
710 Supplies	27,109	273,715			56,350		357,174
740 Curricular and Media Materials		127,579			55,972		183,551
760 Minor Equipment	54,312	114,555			33,225		202,092
780 Information Technology Equipment	1,922	293,875			18,890		314,687
Total Supplies, Materials & Minor Equipment	83,343	809,724	0	0	164,437	0	1,057,504
95X-99 TRANSFERS							
960 School Divisions		113,500	70,000	45,800		20,000	249,300
980 Organizations, Individuals and Other Entities		10,800					10,800
Total Transfers	0	124,300	70,000	45,800	0	20,000	260,100
<b>TOTALS</b>	<b>3,207,955</b>	<b>14,486,233</b>	<b>70,000</b>	<b>45,800</b>	<b>4,150,012</b>	<b>20,000</b>	<b>21,980,000</b>

\* 90% or more of enrolment is in one of the following instructional programs: English Language, Français, French Immersion.

\*\* includes multi-track schools.

**OPERATING FUND - EXPENSE DETAIL: FUNCTION 200**

Budget for the Year Ending June 30, 2018

STUDENT SUPPORT SERVICES		10	30	40	50	60	70	
CODE	OBJECT \ PROGRAM	ADMINISTRATION /CO-ORDINATION	CLINICAL AND RELATED SERVICES	SPECIAL PLACEMENT	REGULAR PLACEMENT	RESOURCE SERVICES	COUNSELLING AND GUIDANCE	TOTALS
3XX SALARIES								
320	Executive, Managerial and Supervisory	107,377						107,377
330	Instructional - Teaching				5,000	2,009,740	975,000	2,989,740
350	Instructional - Other			43,500	1,618,000	35,808		1,697,308
360	Technical, Specialized and Service							0
370	Secretarial, Clerical and Other	38,783						38,783
380	Clinician		662,819					662,819
390	Information Technology	0						0
	Total Salaries	146,160	662,819	43,500	1,623,000	2,045,548	975,000	5,496,027
4XX EMPLOYEES BENEFITS AND ALLOWANCES								
		9,722	34,899	6,900	250,950	104,302	49,250	456,023
5-6XX SERVICES								
510	Professional, Technical and Specialized		10,000	500	1,000		30,000	41,500
520	Communications	1,200	4,100		0	3,500		8,800
540	Travel and Meetings	3,700	17,500	1,900	10,500	20,100	200	53,900
560	Tuition							0
570	Printing and Binding							0
580	Insurance and Bond Premiums					500		500
590	Maintenance and Repair Services							0
610	Rentals							0
630	Advertising		500		2,000			2,500
640	Dues and Fees	400						400
650	Professional and Staff Development		3,200					3,200
680	Information Technology Services					500		500
	Total Services	5,300	35,300	2,400	13,500	24,600	30,200	111,300
7XX SUPPLIES, MATERIALS & MINOR EQUIPMENT								
710	Supplies	1,000	7,500	500	1,850	20,750	1,500	33,100
740	Curricular and Media Materials		2,500		900	3,050	1,050	7,500
760	Minor Equipment		2,000		300	500		2,800
780	Information Technology Equipment					6,250		6,250
	Total Supplies, Materials & Minor Equipment	1,000	12,000	500	3,050	30,550	2,550	49,650
95X-99 TRANSFERS								
960	School Divisions							0
980	Organizations, Individuals and Other Entities		20,000	90,000	0			110,000
	Total Transfers	0	20,000	90,000	0			110,000
<b>TOTALS</b>		162,182	765,018	143,300	1,890,500	2,205,000	1,057,000	6,223,000

**OPERATING FUND - EXPENSE DETAIL: FUNCTION 300** 03-Feb-20  
Budget for the Year Ending June 30, 2018

<b>ADULT LEARNING CENTRES</b>		10	20	
CODE	OBJECT \ PROGRAM	ADMINISTRATION AND OTHER	INSTRUCTION	TOTALS
3XX SALARIES				
320	Executive, Managerial and Supervisory			0
330	Instructional - Teaching			0
350	Instructional - Other			0
360	Technical, Specialized and Service			0
370	Secretarial, Clerical and Other			0
390	Information Technology			0
	Total Salaries	0	0	0
4XX EMPLOYEES BENEFITS AND ALLOWANCES				0
5-6XX SERVICES				
510	Professional, Technical and Specialized			0
520	Communications			0
530	Utility Services			0
540	Travel and Meetings			0
560	Tuition			0
570	Printing and Binding			0
580	Insurance and Bond Premiums			0
590	Maintenance and Repair Services			0
610	Rentals			0
620	Property Taxes			0
630	Advertising			0
640	Dues and Fees			0
650	Professional and Staff Development			0
680	Information Technology Services			0
	Total Services	0	0	0
7XX SUPPLIES, MATERIALS & MINOR EQUIPMENT				
710	Supplies			0
740	Curricular and Media Materials			0
760	Minor Equipment			0
780	Information Technology Equipment			0
	Total Supplies, Materials & Minor Equipment	0	0	0
95X-99 TRANSFERS				
960	School Divisions			0
980	Organizations, Individuals and Other Entities			0
999	Recharge			0
	Total Transfers	0	0	0
<b>TOTALS</b>		<b>0</b>	<b>0</b>	<b>0</b>

**OPERATING FUND - EXPENSE DETAIL: FUNCTION 400**

Budget for the Year Ending June 30, 2018

<b>COMMUNITY EDUCATION AND SERVICES</b>		10	20	30	40	
CODE	OBJECT \ PROGRAM	CONTINUING EDUCATION	ENGLISH AS AN ADDITIONAL LANGUAGE FOR ADULTS	COMMUNITY SERVICES AND RECREATION	PRE-KINDERGARTEN EDUCATION	TOTALS
3XX	SALARIES					
320	Executive, Managerial and Supervisory	50,000				50,000
330	Instructional - Teaching	25,000				25,000
350	Instructional - Other				60,000	60,000
360	Technical, Specialized and Service					0
370	Secretarial, Clerical and Other					0
380	Clinician					0
390	Information Technology					0
	Total Salaries	75,000	0	0	60,000	135,000
4XX	EMPLOYEES BENEFITS AND ALLOWANCES	10,675			9,350	20,025
5-6XX	SERVICES					
510	Professional, Technical and Specialized	70,000			10,000	80,000
520	Communications	1,100			600	1,700
540	Travel and Meetings	50			5,800	5,850
570	Printing and Binding	7,000				7,000
580	Insurance and Bond Premiums					0
590	Maintenance and Repair Services					0
610	Rentals	2,900				2,900
630	Advertising					0
640	Dues and Fees					0
650	Professional and Staff Development	75			250	325
680	Information Technology Services					0
	Total Services	81,125	0	0	16,650	97,775
7XX	SUPPLIES, MATERIALS & MINOR EQUIPMENT					
710	Supplies	200			12,000	12,200
740	Curricular and Media Materials					0
760	Minor Equipment					0
780	Information Technology Equipment					0
	Total Supplies, Materials & Minor Equipment	200	0	0	12,000	12,200
95X-99	TRANSFERS					
980	Organizations, Individuals and Other Entities					0
999	Recharge					0
	Total Transfers	0	0	0	0	0
<b>TOTALS</b>		<b>167,000</b>	<b>0</b>	<b>0</b>	<b>98,000</b>	<b>265,000</b>

**OPERATING FUND - EXPENSE DETAIL: FUNCTION 500**

Budget for the Year Ending June 30, 2018

<b>DIVISIONAL ADMINISTRATION</b>	10	20	30	50	
CODE OBJECT \ PROGRAM	BOARD OF TRUSTEES	INSTRUCTIONAL MANAGEMENT & ADMINISTRATION	BUSINESS AND ADMINISTRATIVE SERVICES	MANAGEMENT INFORMATION SERVICES	TOTALS
3XX SALARIES					
310 Trustees Remuneration	118,000				118,000
320 Executive, Managerial and Supervisory		295,000	268,000		563,000
360 Technical, Specialized and Service	4,000		61,000		65,000
370 Secretarial, Clerical and Other		62,000	146,000		208,000
390 Information Technology					0
Total Salaries	122,000	357,000	475,000	0	954,000
4XX EMPLOYEES BENEFITS AND ALLOWANCES	2,615	29,000	84,670		116,285
5-6XX SERVICES					
510 Professional, Technical and Specialized			42,000		42,000
520 Communications		3,000	8,480		11,480
540 Travel and Meetings	18,585	7,000	3,500		29,085
570 Printing and Binding			5,000		5,000
580 Insurance and Bond Premiums			45,300		45,300
590 Maintenance and Repair Services			800		800
610 Rentals			1,000		1,000
630 Advertising	500		500		1,000
640 Dues and Fees	53,000	2,700	2,500		58,200
650 Professional and Staff Development	23,600		16,000		39,600
680 Information Technology Services	5,400	1,800	3,000	52,000	62,200
Total Services	101,085	14,500	128,080	52,000	295,665
7XX SUPPLIES, MATERIALS & MINOR EQUIPMENT					
710 Supplies	7,900	2,500	13,250		23,650
740 Curricular and Media Materials		1,000	3,000		4,000
760 Minor Equipment			2,000		2,000
780 Information Technology Equipment		2,000	10,000		12,000
Total Supplies, Materials & Minor Equipment	7,900	5,500	28,250	0	41,650
95X-99 TRANSFERS					
960 School Divisions					0
980 Organizations, Individuals and Other Entities	11,400				11,400
999 Recharge					0
Total Transfers	11,400	0	0		11,400
<b>TOTALS</b>	<b>245,000</b>	<b>406,000</b>	<b>716,000</b>	<b>52,000</b>	<b>1,419,000</b>

**OPERATING FUND - EXPENSE DETAIL: FUNCTION 600**

Budget for the Year Ending June 30, 2018

<b>INSTRUCTIONAL AND OTHER SUPPORT SERVICES</b>		05	10	20	30	80	
CODE	OBJECT \ PROGRAM	CURRICULUM CONSULTING & DEVELOPMENT ADMINISTRATION	CURRICULUM CONSULTING & DEVELOPMENT	LIBRARY / MEDIA CENTRE	PROFESSIONAL AND STAFF DEVELOPMENT	OTHER	TOTALS
3XX	SALARIES						
320	Executive, Managerial and Supervisory						0
330	Instructional - Teaching				328,391	47,555	375,946
350	Instructional - Other			399,000			399,000
360	Technical, Specialized and Service					20,653	20,653
370	Secretarial, Clerical and Other						0
390	Information Technology						0
	Total Salaries	0	0	399,000	328,391	68,208	795,599
4XX	EMPLOYEES BENEFITS AND ALLOWANCES			67,359	30,654	4,365	102,378
5-6XX	SERVICES						
510	Professional, Technical and Specialized				0	2,500	2,500
520	Communications			750	1,200		1,950
540	Travel and Meetings			18,050			18,050
560	Tuition						0
570	Printing and Binding						0
580	Insurance and Bond Premiums			250			250
590	Maintenance and Repair Services			1,160			1,160
610	Rentals						0
630	Advertising						0
640	Dues and Fees				400		400
650	Professional and Staff Development				118,752		118,752
680	Information Technology Services			13,800			13,800
	Total Services	0	0	34,010	120,352	2,500	156,862
7XX	SUPPLIES, MATERIALS & MINOR EQUIPMENT						
710	Supplies			15,770	9,250	6,780	31,800
740	Curricular and Media Materials			41,526	7,650	100	49,276
760	Minor Equipment			850			850
780	Information Technology Equipment			1,535			1,535
	Total Supplies, Materials & Minor Equipment	0	0	59,681	16,900	6,880	83,461
95X-99	TRANSFERS						
960	School Divisions						0
980	Organizations, Individuals and Other Entities					20,700	20,700
	Total Transfers					20,700	20,700
<b>TOTALS</b>		<b>0</b>	<b>0</b>	<b>560,050</b>	<b>496,297</b>	<b>102,653</b>	<b>1,159,000</b>



**OPERATING FUND - EXPENSE DETAIL: FUNCTION 700**

Budget for the Year Ending June 30, 2018

<b>TRANSPORTATION OF PUPILS</b>		10	20	70	80	90	
CODE	OBJECT \ PROGRAM	ADMINISTRATION	REGULAR	ALLOWANCES IN LIEU OF TRANSPORTATION	BOARDING OF STUDENTS/ DORMITORIES	FIELD TRIPS AND OTHER	TOTALS
3XX	SALARIES						
320	Executive, Managerial and Supervisory	75,000					75,000
350	Instructional - Other						0
360	Technical, Specialized and Service		1,095,000			57,000	1,152,000
370	Secretarial, Clerical and Other	49,000					49,000
390	Information Technology						0
	Total Salaries	124,000	1,095,000		0	57,000	1,276,000
4XX	EMPLOYEES BENEFITS AND ALLOWANCES	18,700	186,100			6,000	210,800
5-6XX	SERVICES						
510	Professional, Technical and Specialized		5,900				5,900
520	Communications	2,800	3,500				6,300
540	Travel and Meetings		14,500			75,000	89,500
570	Printing and Binding		500				500
550	Transportation of Pupils			4,000			4,000
580	Insurance and Bond Premiums	1,500	33,300				34,800
590	Maintenance and Repair Services		18,500				18,500
610	Rentals					2,000	2,000
630	Advertising		950				950
640	Dues and Fees	500					500
650	Professional and Staff Development	2,500	4,000				6,500
680	Information Technology Services		18,000				18,000
	Total Services	7,300	99,150	4,000	0	77,000	187,450
7XX	SUPPLIES, MATERIALS & MINOR EQUIPMENT						
710	Supplies	5,000	525,500				530,500
740	Curricular and Media Materials		250				250
760	Minor Equipment	2,000					2,000
780	Information Technology Equipment						0
	Total Supplies, Materials & Minor Equipment	7,000	525,750		0	0	532,750
95X-99	TRANSFERS						
960	School Divisions						0
980	Organizations, Individuals and Other Entities						0
999	Recharge						0
	Total Transfers	0	0	0	0	0	0
<b>TOTALS</b>		<b>157,000</b>	<b>1,906,000</b>	<b>4,000</b>	<b>0</b>	<b>140,000</b>	<b>2,207,000</b>

**OPERATING FUND - EXPENSE DETAIL: FUNCTION 800**

Budget for the Year Ending June 30, 2018

OPERATIONS AND MAINTENANCE		10	20	50	70	80	
CODE	OBJECT \ PROGRAM	ADMINISTRATION	SCHOOL BUILDINGS MAINTENANCE	SCHOOL BUILDINGS REPAIRS AND REPLACEMENTS	OTHER BUILDINGS	GROUND	TOTALS
3XX	SALARIES						
320	Executive, Managerial and Supervisory	83,000					83,000
360	Technical, Specialized and Service		1,356,000				1,356,000
370	Secretarial, Clerical and Other	48,000	19,000				67,000
390	Information Technology						0
	Total Salaries	131,000	1,375,000	0	0	0	1,506,000
4XX	EMPLOYEES BENEFITS AND ALLOWANCES	12,071	236,770				248,841
5-6XX	SERVICES						
510	Professional, Technical and Specialized		57,000		29,550	35,000	121,550
520	Communications	2,800	7,980				10,780
530	Utility Services		547,500		45,775	26,000	619,275
540	Travel and Meetings		3,250				3,250
570	Printing and Binding						0
580	Insurance and Bond Premiums	1,629	182,600		10,950		195,179
590	Maintenance and Repair Services		25,500	300,000	1,100	15,000	341,600
610	Rentals		5,000		34,500		39,500
620	Property Taxes		27,000		35,225		62,225
630	Advertising		2,000				2,000
640	Dues and Fees	500					500
650	Professional and Staff Development	2,500	2,500				5,000
680	Information Technology Services		1,000				1,000
	Total Services	7,429	861,330	300,000	157,100	76,000	1,401,859
7XX	SUPPLIES, MATERIALS & MINOR EQUIPMENT						
710	Supplies	4,500	391,900		8,900	29,000	434,300
740	Curricular and Media Materials						0
760	Minor Equipment		21,000		1,000	10,000	32,000
780	Information Technology Equipment						0
	Total Supplies, Materials & Minor Equipment	4,500	412,900	0	9,900	39,000	466,300
960	School Divisions						
999	Recharge						0
<b>TOTALS</b>		155,000	2,886,000	300,000	167,000	115,000	3,623,000

### OPERATING FUND - DETAIL OF TRANSFERS TO (FROM) CAPITAL FUND

Budget for the Year Ending June 30, 2018

**Transfers to Capital Fund**

Category "D" School Buildings	-	
Bus Reserve	200,000	
Bus Purchases	-	
Other Vehicles	35,000	
Furniture/Fixtures & Equipment	-	
Computer Hardware & Software	-	
Assets Under Construction	-	
Other:     Annual installment payment - Fibre Network	300,000	
Interest on Fibre Network Liability	23,400	
_____		
_____		
_____		
_____		
_____		
_____		
_____		
_____		
		558,400

**Less: Transfers from Capital Fund**

	-	
_____		
_____		
_____		
_____		
		0

**Net Transfers to (from) Capital Fund**

558,400

### CAPITAL EXPENDITURES FOR STATISTICS CANADA

Budget for the Year Ending June 30, 2018

<i>(include additions to work in progress)</i>	New Assets/ Renovation/Retrofit	Purchase of Used Cdn. Assets	Total Capital Expenses
Land			-
Building Construction			-
School Buses, Vehicles & Equipment	535,000		535,000
Software			-
<b>Total</b>	535,000	-	535,000

Note: The amounts entered here should be for the Division's own expenses only, not those funded by PSFB.

**STUDENT ENROLMENTS (FRAME) AND TRANSPORTATION STATISTICS**

ENROLMENTS BY PROGRAM	Estimated F.T.E. Enrolment September 30, 2017
<b>REGULAR INSTRUCTION</b>	
English Language - Single Track	2,048.0
Francais - Single Track	-
French Immersion - Single Track	-
Dual Track	
- English Language	440.0
- Francais	-
- French Immersion	267.5
- Other Bilingual	-
Senior Years Technology Education	707.5
	<hr/>
	-
	<hr/>
	-
<b>TOTAL NUMBER OF FULL TIME EQUIVALENT K - 12 STUDENTS</b>	<u><u>2,755.5</u></u>

<b>TRANSPORTATION OF PUPILS</b>	
TRANSPORTED STUDENTS (September 30)	1,584
TOTAL KILOMETERS - LOG BOOK (For the period ended June 30)	990,000
TOTAL KILOMETERS - BUS ROUTES (For the period ended June 30)	998,000
LOADED KILOMETERS (For the period ended June 30)	584,942

**FULL TIME EQUIVALENT PERSONNEL EMPLOYED**

For the 2017/18 Fiscal Year

CODE	OBJECT \ FUNCTION	FUNCTION 100	FUNCTION 200	FUNCTION 300	FUNCTION 400	FUNCTION 500	FUNCTION 600	FUNCTION 700	FUNCTION 800	TOTALS
320	Executive, Managerial, and Supervisory	15.75	1.00		1.00	4.00		1.00	1.00	23.75
330	Instructional - Teaching	175.10	34.38		25.00		3.60			238.08
350	Instructional - Other	23.00	67.50		2.50		13.80			106.80
360	Technical, Specialized and Service					1.00	2.00	43.00	26.03	72.03
370	Secretarial, Clerical and Other	16.25	0.80			4.20		1.00	2.00	24.25
380	Clinician		7.50							7.50
390	Information Technology	6.00								6.00
<b>TOTALS (excluding Trustees)</b>		236.10	111.18	0.00	28.50	9.20	19.40	45.00	29.03	478.41

510 Clinicians contracted/outsourced/private or employed by other divisions on a Full Time Equivalent basis		0.25
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310 TRUSTEES		9.00
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**CALCULATION OF ADMINISTRATION COSTS  
AS A PERCENTAGE OF TOTAL EXPENSES**

**Administration Costs**

Divisional Administration, Function 500	1,419,000
Less: Liability Insurance	44,000
Administration portion of self-funded expenses (see below)	0 *
Trustee election costs	-
	<u>1,375,000 (A)</u>

**Expense Base**

Total Operating Expenses	37,541,600
Plus: Transfers to Capital	558,400
Less: Adult Learning Centres, Function 300	0
	<u>38,100,000 (B)</u>

**Percentage (A) / (B)** 3.61%

**Maximum Allowable Percentage** 3.92%

Calculation of **Maximum Allowable Percentage**:  
 If F.T.E. Enrolment is 5,000 or over = 3.50%  
 If F.T.E. Enrolment is 1,000 or less = 4.25%  
 If F.T.E. Enrolment is between 1,000 and 5,000, calculated as:  
 3.5% + (5,000 – division enrolment X 0.0001875%) to a maximum of 4.25%  
 5.0% limit for Northern divisions

**Self-Funded Expenses (fully offset by incremental revenues):**

**Foreign Student Programs**

Expenses <sup>(1)</sup>	
Instructional	-
Administration (deducted above)	- *
Other: _____	-
	<u>0</u>
Associated Revenue <sup>(2)</sup>	<u>-</u>

**Self-Administered Pension Plans**

Expenses <sup>(1)</sup>	
Administration (deducted above)	- *
Other: _____	-
	<u>0</u>
Associated Revenue <sup>(2)</sup>	<u>-</u>

(1) Incremental costs of the program.

(2) Tuition fees from foreign students or the pension plan administration fee.