



Schools' Finance Branch  
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Winnipeg, Manitoba  
R3G 0T3

**HANOVER SCHOOL DIVISION**  
5 CHRYSLER GATE  
STEINBACH, MANITOBA R5G 0E2

## **FRAME BUDGET**

**FOR THE FISCAL YEAR ENDING JUNE 30, 2020**

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**2019/20 FRAME BUDGET**

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# **OPERATING FUND** **SCHEDULE OF REVENUE AND EXPENSES**

Budget for the Year Ending June 30, 2020

## **Revenue**

Provincial Government	63,197,862
Federal Government	-
Municipal Government - Property Tax	27,878,470
- Other	-
Other School Divisions	86,000
First Nations	-
Private Organizations and Individuals	453,000
Other Sources	173,168
	91,788,500

## **Expenses**

Regular Instruction	56,822,100
Student Support Services	13,976,900
Adult Learning Centres	-
Community Education and Services	142,400
Divisional Administration	2,339,400
Instructional and Other Support Services	2,748,800
Transportation of Pupils	4,269,400
Operations and Maintenance	9,579,300
Fiscal	1,647,700
	91,526,000

Current Year Operating Surplus (Deficit)	262,500
Net Transfers from (to) Capital Fund	(582,500)
Net Current Year Surplus (Deficit)	(320,000)

## OPERATING FUND - REVENUE DETAIL PROVINCE OF MANITOBA

Budget for the Year Ending June 30, 2020

### Funding of Schools Program

#### Base Support

Instructional	15,181,484	
Additional Instructional Support for Small Schools	-	
Sparsity	240,052	
Curricular Materials	472,698	
Information Technology	488,455	
Library Services	724,804	
Student Services	2,595,316	
Counselling and Guidance	653,899	
Professional Development	307,254	
Physical Education	144,000	
Occupancy	2,804,400	23,612,362

#### Categorical Support

Transportation	2,609,261	
Board and Room	-	
Special Needs: Coordinator/Clinician	590,873	
Special Needs: Level 2	1,493,400	
Special Needs: Level 3	1,345,981	
Senior Years Technology Education	475,090	
English as an Additional Language	567,900	
Indigenous Academic Achievement (included BSSIP)	171,000	
Indigenous and International Languages	1,974	
French Language Education	23,460	
Small Schools	36,678	
Enrolment Change	166,911	
Northern Allowance	-	
Early Childhood Development Initiative	115,945	
Literacy and Numeracy	630,264	
Education for Sustainable Development	12,600	8,241,337

#### Equalization

21,150,175

#### Additional Equalization

-

#### Formula Guarantee

-

#### Other Program Support

School Buildings Support: "D" Projects	169,440	
Technology Education Equipment Replacement	101,100	
Skills Strategy Equipment Enhancement	-	
Other Minor Capital Support	-	
Prior Year Support		
Curricular Materials	-	
School Buildings Support: "D" Projects	-	
Technology Education Equipment	-	270,540

53,274,414



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

Budget for the Year Ending June 30, 2020

### Other Department of Education and Training

[illegible]

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

Employment Programs -

Other: -

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Funding of Schools Program (previous page)	53,274,414
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TOTAL PROVINCIAL GOVERNMENT REVENUE	63,197,862
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Budget for the Year Ending June 30, 2020

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

Budget for the Year Ending June 30, 2020

FUNCTION OBJECT	100	200	300	400	500	600	700	800	900	2020	2019
	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	46,942,500	12,493,900	-	102,300	1,566,900	2,040,200	2,802,200	4,363,000		70,311,000	68,996,800
Employees Benefits and Allowances	2,588,500	1,092,200	-	10,800	184,700	197,400	414,700	679,200		5,167,500	4,731,000
Services	816,400	79,800	-	2,800	530,900	338,900	197,600	2,902,100		4,868,500	4,823,700
Supplies, Materials and Minor Equipment	4,038,900	311,000	-	26,500	56,900	172,300	854,900	1,635,000		7,095,500	7,132,700
Short Term Loan Interest and Bank Charges									226,800	226,800	175,400
Bad Debt Expense									-	0	0
Transfers	2,435,800	0	0	0	0	0	0	0	(PAYROLL TAX) 1,420,900	3,856,700	3,311,500
TOTALS	56,822,100	13,976,900	0	142,400	2,339,400	2,748,800	4,269,400	9,579,300	1,647,700	91,526,000	89,171,100

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

12-Mar-19

Budget for the Year Ending June 30, 2020

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	3,507,700						3,507,700
330	Instructional - Teaching		37,754,100				2,482,400	40,236,500
350	Instructional - Other		550,100					550,100
360	Technical, Specialized and Service		489,700					489,700
370	Secretarial, Clerical and Other	1,430,100						1,430,100
390	Information Technology	728,400						728,400
	Total Salaries	5,666,200	38,793,900	0	0	0	2,482,400	46,942,500
4XX	EMPLOYEES BENEFITS AND ALLOWANCES	359,800	2,122,600				106,100	2,588,500
5-6XX	SERVICES							
510	Professional, Technical and Specialized		42,100				2,500	44,600
520	Communications	73,200	9,900					83,100
540	Travel and Meetings	9,400	85,000					94,400
560	Tuition							0
570	Printing and Binding							0
580	Insurance and Bond Premiums		10,500					10,500
590	Maintenance and Repair Services	100	64,800				12,200	77,100
610	Rentals		77,000				5,200	82,200
630	Advertising	7,000						7,000
640	Dues and Fees	1,000	98,600					99,600
650	Professional and Staff Development	22,800						22,800
680	Information Technology Services	52,700	242,400					295,100
	Total Services	166,200	630,300	0	0	0	19,900	816,400
7XX	SUPPLIES, MATERIALS & MINOR EQUIPMENT							
710	Supplies	130,000	1,059,200				465,800	1,655,000
740	Curricular and Media Materials	5,900	147,400				16,300	169,600
760	Minor Equipment	3,800	398,800				147,200	549,800
780	Information Technology Equipment	265,800	1,242,300				156,400	1,664,500
	Total Supplies, Materials & Minor Equipment	405,500	2,847,700	0	0	0	785,700	4,038,900
95X-99	TRANSFERS							
960	School Divisions		34,500	1,065,400	1,310,700			2,410,600
980	Organizations, Individuals and Other Entities	11,000	4,200				10,000	25,200
	Total Transfers	11,000	38,700	1,065,400	1,310,700	0	10,000	2,435,800
TOTALS		6,608,700	44,433,200	1,065,400	1,310,700	0	3,404,100	56,822,100

\* 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, 2020

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	192,500						192,500
330	Instructional - Teaching			777,000	733,200	2,933,100	1,449,200	5,892,500
350	Instructional - Other			99,300	2,714,400	1,646,000	85,800	4,545,500
360	Technical, Specialized and Service							0
370	Secretarial, Clerical and Other	92,800						92,800
380	Clinician		1,770,600					1,770,600
390	Information Technology							0
	Total Salaries	285,300	1,770,600	876,300	3,447,600	4,579,100	1,535,000	12,493,900
4XX	EMPLOYEES BENEFITS AND ALLOWANCES	31,400	86,200	54,400	747,600	97,200	75,400	1,092,200
5-6XX	SERVICES							
510	Professional, Technical and Specialized							0
520	Communications	10,000						10,000
540	Travel and Meetings	5,000	55,000			5,500		65,500
560	Tuition							0
570	Printing and Binding							0
580	Insurance and Bond Premiums							0
590	Maintenance and Repair Services							0
610	Rentals	2,800						2,800
630	Advertising	1,500						1,500
640	Dues and Fees							0
650	Professional and Staff Development							0
680	Information Technology Services							0
	Total Services	19,300	55,000	0	0	5,500	0	79,800
7XX	SUPPLIES, MATERIALS & MINOR EQUIPMENT							
710	Supplies	30,800			7,500	64,000		102,300
740	Curricular and Media Materials	25,000	18,000		92,500	1,400		136,900
760	Minor Equipment				7,500	500		8,000
780	Information Technology Equipment	37,800			16,500	9,000	500	63,800
	Total Supplies, Materials & Minor Equipment	93,600	18,000	0	124,000	74,900	500	311,000
95X-99	TRANSFERS							
960	School Divisions							0
980	Organizations, Individuals and Other Entities							0
	Total Transfers	0	0	0	0			0
TOTALS		429,600	1,929,800	930,700	4,319,200	4,756,700	1,610,900	13,976,900

ADULT LEARNING CENTRES		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
TOTALS		0	0	0



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

12-Mar-19

Budget for the Year Ending June 30, 2020

<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					0
330	Instructional - Teaching					0
350	Instructional - Other				102,300	102,300
360	Technical, Specialized and Service					0
370	Secretarial, Clerical and Other					0
380	Clinician					0
390	Information Technology					0
	Total Salaries	0	0	0	102,300	102,300
4XX	EMPLOYEES BENEFITS AND ALLOWANCES				10,800	10,800
5-6XX	SERVICES					
510	Professional, Technical and Specialized					0
520	Communications					0
540	Travel and Meetings				2,500	2,500
570	Printing and Binding					0
580	Insurance and Bond Premiums					0
590	Maintenance and Repair Services					0
610	Rentals					0
630	Advertising					0
640	Dues and Fees					0
650	Professional and Staff Development				300	300
680	Information Technology Services					0
	Total Services	0	0	0	2,800	2,800
7XX	SUPPLIES, MATERIALS & MINOR EQUIPMENT					
710	Supplies				26,500	26,500
740	Curricular and Media Materials					0
760	Minor Equipment					0
780	Information Technology Equipment					0
	Total Supplies, Materials & Minor Equipment	0	0	0	26,500	26,500
95X-99	TRANSFERS					
980	Organizations, Individuals and Other Entities					0
999	Recharge					0
	Total Transfers	0	0	0	0	0
<b>TOTALS</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>142,400</b>	<b>142,400</b>



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

12-Mar-19

Budget for the Year Ending June 30, 2020

<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	133,900				133,900
320	Executive, Managerial and Supervisory		442,800	532,300		975,100
360	Technical, Specialized and Service					0
370	Secretarial, Clerical and Other	14,100	74,800	369,000		457,900
390	Information Technology					0
	Total Salaries	148,000	517,600	901,300	0	1,566,900
4XX	EMPLOYEES BENEFITS AND ALLOWANCES	7,000	31,500	146,200		184,700
5-6XX	SERVICES					
510	Professional, Technical and Specialized			46,500		46,500
520	Communications			51,000		51,000
540	Travel and Meetings	6,500	10,000	9,900		26,400
570	Printing and Binding					0
580	Insurance and Bond Premiums			71,200		71,200
590	Maintenance and Repair Services			15,000		15,000
610	Rentals			6,800		6,800
630	Advertising			4,000		4,000
640	Dues and Fees	98,000	7,400	20,600		126,000
650	Professional and Staff Development	15,000	28,000	16,500		59,500
680	Information Technology Services	13,300	2,800	1,800	106,600	124,500
	Total Services	132,800	48,200	243,300	106,600	530,900
7XX	SUPPLIES, MATERIALS & MINOR EQUIPMENT					
710	Supplies	7,500		33,900		41,400
740	Curricular and Media Materials					0
760	Minor Equipment			7,000		7,000
780	Information Technology Equipment			8,500		8,500
	Total Supplies, Materials & Minor Equipment	7,500	0	49,400	0	56,900
95X-99	TRANSFERS					
960	School Divisions					0
980	Organizations, Individuals and Other Entities					0
999	Recharge					0
	Total Transfers	0	0	0		0
<b>TOTALS</b>		<b>295,300</b>	<b>597,300</b>	<b>1,340,200</b>	<b>106,600</b>	<b>2,339,400</b>

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

12-Mar-19

Budget for the Year Ending June 30, 2020

<b>INSTRUCTIONAL AND OTHER SUPPORT SERVICES</b>		05 CURRICULUM CONSULTING & DEVELOPMENT ADMINISTRATION	10 CURRICULUM CONSULTING & DEVELOPMENT	20 LIBRARY / MEDIA CENTRE	30 PROFESSIONAL AND STAFF DEVELOPMENT	80 OTHER	TOTALS
CODE	OBJECT \ PROGRAM						
3XX	SALARIES						
320	Executive, Managerial and Supervisory						0
330	Instructional - Teaching		490,400	26,600	578,900		1,095,900
350	Instructional - Other				36,500	57,300	93,800
360	Technical, Specialized and Service				46,200	57,100	103,300
370	Secretarial, Clerical and Other	20,200		693,700			713,900
390	Information Technology			33,300			33,300
	Total Salaries	20,200	490,400	753,600	661,600	114,400	2,040,200
4XX	EMPLOYEES BENEFITS AND ALLOWANCES	1,000	23,700	120,800	35,400	16,500	197,400
5-6XX	SERVICES						
510	Professional, Technical and Specialized						0
520	Communications			800			800
540	Travel and Meetings		6,300	3,200			9,500
560	Tuition						0
570	Printing and Binding						0
580	Insurance and Bond Premiums					6,300	6,300
590	Maintenance and Repair Services			13,400			13,400
610	Rentals		500				500
630	Advertising						0
640	Dues and Fees						0
650	Professional and Staff Development		500		307,900		308,400
680	Information Technology Services						0
	Total Services	0	7,300	17,400	307,900	6,300	338,900
7XX	SUPPLIES, MATERIALS & MINOR EQUIPMENT						
710	Supplies		2,500	16,000	600	53,900	73,000
740	Curricular and Media Materials		7,900	64,600			72,500
760	Minor Equipment						0
780	Information Technology Equipment			26,800			26,800
	Total Supplies, Materials & Minor Equipment	0	10,400	107,400	600	53,900	172,300
95X-99	TRANSFERS						
960	School Divisions						0
980	Organizations, Individuals and Other Entities						0
	Total Transfers					0	0
<b>TOTALS</b>		<b>21,200</b>	<b>531,800</b>	<b>999,200</b>	<b>1,005,500</b>	<b>191,100</b>	<b>2,748,800</b>



## OPERATING FUND - EXPENSE DETAIL: FUNCTION 700

12-Mar-19

Budget for the Year Ending June 30, 2020

TRANSPORTATION OF PUPILS		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	146,800					146,800
350	Instructional - Other						0
360	Technical, Specialized and Service		2,238,400			363,900	2,602,300
370	Secretarial, Clerical and Other	53,100					53,100
390	Information Technology						0
	Total Salaries	199,900	2,238,400		0	363,900	2,802,200
4XX	EMPLOYEES BENEFITS AND ALLOWANCES	32,900	331,400			50,400	414,700
5-6XX	SERVICES						
510	Professional, Technical and Specialized						0
520	Communications		15,000				15,000
540	Travel and Meetings	3,600	1,500				5,100
570	Printing and Binding						0
550	Transportation of Pupils			3,700			3,700
580	Insurance and Bond Premiums		74,000				74,000
590	Maintenance and Repair Services		23,200				23,200
610	Rentals		1,500				1,500
630	Advertising	1,000					1,000
640	Dues and Fees		1,300				1,300
650	Professional and Staff Development	4,100	8,000				12,100
680	Information Technology Services	60,700					60,700
	Total Services	69,400	124,500	3,700	0	0	197,600
7XX	SUPPLIES, MATERIALS & MINOR EQUIPMENT						
710	Supplies		836,200				836,200
740	Curricular and Media Materials						0
760	Minor Equipment	1,200	14,000				15,200
780	Information Technology Equipment	3,500					3,500
	Total Supplies, Materials & Minor Equipment	4,700	850,200		0	0	854,900
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
TOTALS		306,900	3,544,500	3,700	0	414,300	4,269,400

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

Budget for the Year Ending June 30, 2020

<b>OPERATIONS AND MAINTENANCE</b>		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	95,900					95,900
360	Technical, Specialized and Service		4,054,300		17,600	117,700	4,189,600
370	Secretarial, Clerical and Other	77,500					77,500
390	Information Technology						0
	Total Salaries	173,400	4,054,300	0	17,600	117,700	4,363,000
4XX	EMPLOYEES BENEFITS AND ALLOWANCES	28,700	642,600		3,200	4,700	679,200
5-6XX	SERVICES						
510	Professional, Technical and Specialized		151,400			195,000	346,400
520	Communications		20,000				20,000
530	Utility Services		1,363,900		63,200		1,427,100
540	Travel and Meetings	8,000	84,700				92,700
570	Printing and Binding						0
580	Insurance and Bond Premiums		390,000				390,000
590	Maintenance and Repair Services		18,000				18,000
610	Rentals		12,900				12,900
620	Property Taxes		466,000		111,300		577,300
630	Advertising	2,000					2,000
640	Dues and Fees						0
650	Professional and Staff Development		7,500				7,500
680	Information Technology Services		8,200				8,200
	Total Services	10,000	2,522,600	0	174,500	195,000	2,902,100
7XX	SUPPLIES, MATERIALS & MINOR EQUIPMENT						
710	Supplies		507,500	867,000	6,000	110,000	1,490,500
740	Curricular and Media Materials						0
760	Minor Equipment		109,000			23,500	132,500
780	Information Technology Equipment		12,000				12,000
	Total Supplies, Materials & Minor Equipment	0	628,500	867,000	6,000	133,500	1,635,000
960	School Divisions						
999	Recharge						0
<b>TOTALS</b>		212,100	7,848,000	867,000	201,300	450,900	9,579,300

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

Budget for the Year Ending June 30, 2020

### Transfers to Capital Fund

Category "D" School Buildings	-	
Bus Reserve	-	
Bus Purchases	380,000	
Other Vehicles	-	
Furniture/Fixtures & Equipment	-	
Computer Hardware & Software	-	
Assets Under Construction	-	
Other: IT Hardware / Software	207,500	
		587,500
<b>Transfers from Capital Fund</b>		
Bus Disposal Proceeds	5,000	
		5,000
<b>Transfers to (from) Capital Fund</b>		582,500

## CAPITAL EXPENDITURES FOR STATISTICS CANADA

Budget for the Year Ending June 30, 2020

<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	380,000		380,000
Software	207,500		207,500
<b>Total</b>	587,500	-	587,500

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, 2019
REGULAR INSTRUCTION		
English Language - Single Track		7,516.9
Francais - Single Track		-
French Immersion - Single Track		-
Dual Track		
- English Language	-	
- Francais	-	
- French Immersion	-	
- Other Bilingual	-	0.0
Senior Years Technology Education		<u>424.6</u>
TOTAL NUMBER OF FULL TIME EQUIVALENT K - 12 STUDENTS		<u><u>7,941.5</u></u>

TRANSPORTATION OF PUPILS	
TRANSPORTED STUDENTS (September 30)	5,274
TOTAL KILOMETERS - LOG BOOK (For the period ended June 30)	1,623,848
TOTAL KILOMETERS - BUS ROUTES (For the period ended June 30)	1,411,052
LOADED KILOMETERS (For the period ended June 30)	841,297

**FULL TIME EQUIVALENT PERSONNEL EMPLOYED**

For the 2019/20 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	30.50	2.00			8.50		2.00	1.00	44.00
330 Instructional - Teaching	444.18	65.50				8.78			518.46
350 Instructional - Other	21.25	162.50		2.43		3.75			189.93
360 Technical, Specialized and Service	19.00					2.00	105.00	86.19	212.19
370 Secretarial, Clerical and Other	38.10	2.00			10.00	20.61	1.00	1.47	73.18
380 Clinician		20.10							20.10
390 Information Technology	10.50					0.50			11.00
<b>TOTALS (excluding Trustees)</b>	<b>563.53</b>	<b>252.10</b>	<b>0.00</b>	<b>2.43</b>	<b>18.50</b>	<b>35.64</b>	<b>108.00</b>	<b>88.66</b>	<b>1,068.86</b>

510 Clinicians contracted/outsourced/private or employed by other divisions on a Full Time Equivalent basis		
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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	2,339,400
Less: Liability Insurance	71,200
Administration portion of self-funded expenses (see below)	0 *
Trustee election costs	-
	<u>2,268,200 (A)</u>

**Expense Base**

Total Operating Expenses	91,526,000
Plus: Transfers to Capital	587,500
Less: Adult Learning Centres, Function 300	0
	<u>92,113,500 (B)</u>

**Percentage (A) / (B)**

2.46%

**% increase in 2019/20 Special Requirement**

2.00% Limit Met

**Maximum Allowable Percentage**

2.94%

Special Requirement Limit	Met	Exceeded
If FTE Enrolment is 5,000 or over	2.94%	2.85%
If FTE Enrolment is 1,000 or less	3.53%	3.42%
If FTE enrolment is between 1,000 and 5,000	2.51%	2.43%
Northern Division	4.25%	4.25%
If FTE enrolment is between 1,000 and 5,000:		
2% Special Requirement limit met - To a maximum of 3.53%	$2.94\% + (5,000 - \text{enrolment}) \times 0.0001475\%$	
2% Special Requirement limit exceeded - To a maximum of 3.42%	$2.85\% + (5,000 - \text{enrolment}) \times 0.0001425\%$	

**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>**

-

**Self-Administered Pension Plans****Expenses <sup>(1)</sup>**

Administration (deducted above)	- *
Other: _____	-
_____	-
	<u>0</u>

**Associated Revenue <sup>(2)</sup>**

-

(1) Incremental costs of the program.

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

## CALCULATION OF ALLOWABLE AND UNSUPPORTED EXPENSES

## CALCULATION OF ALLOWABLE EXPENSES

			REDUCTIONS TO EXPENSES					
FUNCTION / PROGRAM	TOTAL EXPENSES	ADJUSTMENTS TO EXPENSES	CATEGORICAL SUPPORT	OTHER PROGRAM SUPPORT	OTHER PROVINCIAL GOVERNMENT REVENUE	NON-PROVINCIAL SOURCES		ALLOWABLE EXPENSES
						TUITION, TRANSFER AND RESIDUAL FEES	OTHER	
		<<<<< (from Appendix A) >>>>>	<<<<< (from Appendix B) >>>>>					
210 - 260 Student Support Services	12,366,000	0	4,231,518	0	0	0	0	8,134,482
270 Counselling and Guidance	1,610,900	0	0	0	0	0	0	1,610,900
300 Adult Learning Centres	0				0	0	0	
400 Community Education and Services	142,400		115,945	0	0	0	0	
620 Library / Media Centre	999,200	0	0	0	0	0	0	999,200
630 Professional and Staff Development	1,005,500	0	0	0	8,000	0	0	997,500
800 Operations and Maintenance	9,579,300	(5,000)	0	169,440	0	0	160,000	9,244,860
ALLOCATED ADJUSTMENTS/REDUCTIONS		(5,000)	4,347,463	169,440	8,000	0	160,000	
UNALLOCATED ADJUSTMENTS/REDUCTIONS		207,500	3,893,874	101,100	2,381,169	86,000	465,768	(1)
TOTALS	25,703,300	202,500	8,241,337	270,540	2,389,169	86,000	625,768	20,986,942

<b>OTHER FUNCTION/PROGRAMS EXPENSES</b>	<b>65,822,700</b>
100 Regular Instruction	56,822,100
500 Administration	2,339,400
605 Curriculum Consulting Admin.	21,200
610 Curriculum Consulting	531,800
680 Other	191,100
700 Transportation of Pupils	4,269,400
900 Fiscal	1,647,700
<b>TOTAL EXPENSES</b>	<b>91,526,000</b>

## CALCULATION OF UNSUPPORTED EXPENSES

OTHER FUNCTION/PROGRAMS EXPENSES	65,822,700
TOTAL ALLOWABLE EXPENSES	20,986,942
TOTAL UNALLOCATED ADJUSTMENTS/REDUCTIONS (1)	(6,720,411)
- ADJUSTMENTS TO EXPENSES	207,500
- CATEGORICAL SUPPORT	(3,893,874)
- OTHER PROGRAM SUPPORT	(101,100)
- OTHER PROVINCIAL GOVERNMENT REVENUE	(2,381,169)
- NON-PROV. SOURCES - TUITION, TRANSFER AND RESIDUAL FEES	(86,000)
- NON-PROV. SOURCES - OTHER	(465,768)
Base Support (from page 2)	(23,612,362)
Formula Guarantee (from page 2)	0
SCHOOL BUS AMORTIZATION (from F/S)	629,631
<b>TOTAL UNSUPPORTED EXPENSES</b>	<b>57,106,500</b>

## APPENDIX A

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CATEGORICAL SUPPORT TO BE ALLOCATED	
Special Needs: Coordinator/Clinician	
(A) Maximum Support	590,873
(B) Eligible Expenses	590,873
(C) Less related revenues	
(D) Allowable Expenses (B) - (C)	590,873
Eligible Support (lesser of A or D)	590,873
Special Needs: Level 2 and 3	2,839,381
Indigenous Academic Achievement	171,000
Literacy & Numeracy	630,264
Small Schools	
(A) Maximum Support	36,678
(B) Program Expenses	36,678
Eligible Support (lesser of A or B)	36,678
Board and Room	
(A) Maximum Support	
(B) Program Expenses	
Eligible Support (lesser of A or B)	0
Early Childhood Development	115,945
<b>Total allocable Categorical Support (carried to Allow Input)</b>	<b>4,384,141</b>
<b>Non-allocable Categorical Support</b>	<b>3,857,196</b>
<b>Total Categorical Support (carried to page 18)</b>	<b>8,241,337</b>

<b>CALCULATION OF ALLOWABLE SCHOOL BUILDINGS SUPPORT "D" EXPENSES:</b>	
Program 850 School Building Repairs & Replacements	867,000
PLUS: Capitalized Section "D" Expenses (net)	0
Grounds	0
LESS: Related revenue other than "D" Support	
<b>Allowable Section "D" Expenses</b>	<b>(C) 867,000</b>
<b>&lt; OR &gt;</b>	
<b>Expenses to be used for calculating "D" Grant. Enter an amount to overwrite if different from above.</b>	<b>(D) 867,000</b>
<b>(cannot be more than amount on line "C")</b>	
<b>Refer to page 2 of the Allowable Expenses Guide when completing this section.</b>	



**CALCULATION OF ALLOWABLE AND UNSUPPORTED EXPENSES**

APPENDIX B

**OTHER PROVINCIAL GOVERNMENT REVENUE:**

	Allocable	Non-allocable	Total
Other Dept. of Education			
General Support Grant		1,291,402	1,291,402
Education Property Tax Credit		6,538,887	6,538,887
Tax Incentive Grant		995,392	995,392
All other	1,097,767		1,097,767
Other Provincial Government Departments	0		0
<b>Total Revenue</b>	<b>1,097,767</b>	<b>8,825,681</b>	<b>9,923,448</b>

ALL REVENUES REPORTED ON THIS PAGE, EXCEPT THOSE SHADED, MUST BE DEDUCTED FROM TOTAL EXPENSES ON PAGE 18 UNLESS THERE ARE SPECIAL CIRCUMSTANCES WHICH WOULD MAKE AN ALLOCATION IMPRACTICAL OR INAPPROPRIATE. IN THOSE LIMITED CASES, REASONS FOR NOT ALLOCATING MUST BE PROVIDED BELOW.

**NON-PROVINCIAL SOURCES:**

	Allocable	Non-allocable	Total
Federal Government			
Tuition Fees	0		0
All other	0		0
Municipal Government			
Special Requirement less Property Tax Credit		27,878,470	27,878,470
Other	0		0
Other School Divisions			
Tuition Fees	0		0
Transfer Fees	0		0
Residual Fees	86,000		86,000
All other	0		0
First Nations			
Tuition Fees	0		0
All other	0		0
Private Organizations and Individuals			
Tuition Fees	0		0
Ancillary Services	453,000		453,000
Other Sources			
Interest		400	400
Donations	0		0
Other	172,768		172,768
<b>Total Revenue</b>	<b>711,768</b>	<b>27,878,870</b>	<b>28,590,638</b>

**OTHER PROVINCIAL GOVERNMENT REVENUE:**

Total Revenue	9,923,448
Education Property Tax Credit	(6,538,887)
Tax Incentive Grant	(995,392)
PROVINCIAL REVENUE FOR EQUALIZATION	<b>2,389,169</b>
(to agree with Other Provincial Gov't Revenue on page 18)	

**NON-PROVINCIAL SOURCES:**

TOTAL ALLOCABLE FEES (Tuition, Transfer and Residual Fees)	<b>86,000</b>
 TOTAL ALLOCABLE OTHER REVENUE	<b>625,768</b>
 TOTAL ALLOCABLE NON-PROV. SOURCES	<b>711,768</b>