




**BUDGET  
REPORT  
FOR THE YEAR ENDING AUGUST 31, 2017**

[School Act, Sections 147(2)(b) and 276]

**Sturgeon School Division No. 24**  
Legal Name of School Jurisdiction

(780) 939-4341; (780) 939-5520;

Telephone & Fax Numbers, Email Address

<b>BOARD CHAIR</b>	
Tracy Nowak _____ Name	 _____ Signature
<b>SUPERINTENDENT</b>	
Dr. Michele Dick _____ Name	 _____ Signature
<b>SECRETARY TREASURER or TREASURER</b>	
Iva Paulik _____ Name	 _____ Signature
<p><b>Certified as an accurate summary of the year's budget as approved by the Board of Trustees at its meeting held on</b> <u>June 22, 2016</u> <b>.</b> Date</p>	

Version: 160422

c.c. Alberta Education  
c/o Robert Mah, Financial Reporting & Accountability Branch  
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Color coded cells:

	blue cells: require the input of data/descriptors wherever applicable.		grey cells: data not applicable - protected
	salmon cells: contain referenced juris. information - protected		white cells: within text boxes REQUIRE the input of points and data.
	green cells: populated based on information previously submitted		yellow cells: to be completed when yellow only.

**HIGHLIGHTS, PLANS, ASSUMPTIONS AND RISKS SUMMARY- 2016/2017 BUDGET REPORT**

The following were presented to the Board and approved as underlying the budget. These key points and assumptions used in development of the budget take into consideration the economic environment of the jurisdiction, focus on anticipated changes from current year, and are realistic and consistent with the three year Education Plan. At a minimum, they disclose key budget assumptions, financial & business risks, and specific strategies explaining how this budget will support the jurisdiction's plans.

**Budget Highlights, Plans & Assumptions:**

- Student enrolment projections are based on a total of 5,209 (4,750 FTE) (excluding FN students and Community Children), an increase of 103 students or 2 per cent over the September 30, 2015 enrolment count.
- The funding rates are unchanged from last year.
- No changes in class size targets.
- The 2015-2016 preliminary budget includes certificated staffing levels at 289.73 FTE and uncertificated levels at 293.54 FTE.
- There are no salary increases reflected in staffing costs.
- Carbon levy impact incorporated in the Budget Report. The overall 2016-2017 impact is estimated at \$82,000.

**Significant Business and Financial Risks:**

- There is some uncertainty around student enrolment projections due to unstable economy.
- The Division continues to have PO&M and Transportation Deficits.
- Fiscal challenges include aging facilities, high maintenance costs, no non-school buildings funding.
- Inclusive Education funding includes \$ 2.322 million of transition dollars.
- \$23 million modernization of Sturgeon Composite High School underway and scheduled to be completed by September 2017.
- Ongoing uncertainty around the new school in Morinville. For 2016-2017, SSD will be adding 8 new modular classrooms to accommodate the student growth.

**BUDGETED STATEMENT OF OPERATIONS**  
for the Year Ending August 31

	Approved Budget 2016/2017	Fall Budget Update 2015/2016	Actual 2014/2015
<b>REVENUES</b>			
Alberta Education	\$64,662,335	\$63,049,816	\$61,002,026
Other - Government of Alberta	\$621,208	\$606,764	\$553,357
Federal Government and First Nations	\$260,000	\$280,000	\$305,186
Other Alberta school authorities	\$21,677	\$21,677	\$20,522
Out of province authorities		\$0	\$0
Alberta Municipalities-special tax levies		\$0	\$0
Property taxes		\$0	\$0
Fees	\$1,986,216	\$1,912,303	\$1,843,612
Other sales and services	\$247,328	\$241,381	\$287,180
Investment income	\$67,000	\$77,000	\$65,425
Gifts and donations	\$94,679	\$115,028	\$79,645
Rental of facilities	\$29,177	\$36,745	\$40,682
Fundraising	\$218,000	\$208,532	\$196,772
Gains on disposal of capital assets		\$0	\$15,600
Other revenue		\$0	\$43,913
<b>TOTAL REVENUES</b>	<b>\$68,207,620</b>	<b>\$66,549,246</b>	<b>\$64,453,920</b>
<b>EXPENSES</b>			
Instruction - Early Childhood Services	\$11,044,979	\$9,710,947	\$9,711,481
Instruction - Grades 1-12	\$41,520,549	\$41,557,884	\$38,237,713
Plant operations & maintenance	\$7,426,024	\$6,876,521	\$7,001,379
Transportation	\$5,524,993	\$5,493,192	\$5,401,920
Administration	\$2,496,204	\$2,480,775	\$2,195,664
External Services	\$73,654	\$73,654	\$70,998
<b>TOTAL EXPENSES</b>	<b>\$68,086,403</b>	<b>\$66,192,973</b>	<b>\$62,619,155</b>
<b>ANNUAL SURPLUS (DEFICIT)</b>	<b>\$121,217</b>	<b>\$356,273</b>	<b>\$1,834,765</b>

**BUDGETED ALLOCATION OF EXPENSES (BY OBJECT)**  
for the Year Ending August 31

	Approved Budget 2016/2017	Fall Budget Update 2015/2016	Actual 2014/2015
<b>EXPENSES</b>			
Certificated salaries	\$28,373,875	\$27,948,016	\$26,488,933
Certificated benefits	\$6,395,879	\$6,203,485	\$6,040,819
Non-certificated salaries and wages	\$13,305,692	\$12,769,144	\$11,555,125
Non-certificated benefits	\$3,575,439	\$3,378,378	\$2,984,091
Services, contracts, and supplies	\$14,826,486	\$14,302,075	\$13,862,638
<b>Capital and debt services</b>			
<b>Amortization of capital assets</b>			
Supported	\$1,453,156	\$1,424,501	\$1,472,321
Unsupported	\$155,513	\$165,388	\$195,812
<b>Interest on capital debt</b>			
Supported	\$363	\$1,986	\$8,274
Unsupported		\$0	\$0
Other interest and finance charges		\$0	\$0
Losses on disposal of capital assets		\$0	\$11,142
Other expenses		\$0	\$0
<b>TOTAL EXPENSES</b>	<b>\$68,086,403</b>	<b>\$66,192,973</b>	<b>\$62,619,155</b>

**BUDGETED SCHEDULE OF FEE REVENUE**  
for the Year Ending August 31

	Approved Budget 2016/2017	Fall Budget Update 2015/2016	Actual 2014/2015
<b>FEEES</b>			
TRANSPORTATION	\$558,739	\$524,158	\$401,306
BASIC INSTRUCTION SUPPLIES	\$254,470	\$244,915	\$261,026
<b>FEEES TO ENHANCE BASIC INSTRUCTION</b>			
Technology user fees	\$0	\$0	\$0
Alternative program fees	\$0	\$0	\$0
Fees for optional courses	\$430,227	\$400,449	\$389,619
Activity fees	\$125,000	\$125,000	\$141,211
ECS Enhanced program fees	\$41,000	\$41,000	\$45,702
Other enhancement fees (describe) Adult Tuition	\$19,000	\$19,000	\$0
Other enhancement fees (describe) School supplies; Band; Music; Youth Gathering	\$69,780	\$69,781	\$84,459
Other enhancement fees (describe)			
Other enhancement fees (describe)	\$0		
Other enhancement fees (describe)			
<b>NON-CURRICULAR FEEES</b>			
Extra-curricular fees	\$220,000	\$220,000	\$220,367
Non-curricular travel	\$60,000	\$60,000	\$84,208
Lunch supervision fees	\$0	\$0	\$0
Non-curricular supplies and materials	\$0	\$0	
Other non-curricular fees (describe)* Swimming	\$14,000	\$14,000	\$13,913
Other non-curricular fees (describe)* Ski trips	\$86,000	\$86,000	\$86,893
Other non-curricular fees (describe)* Graduation	\$40,000	\$40,000	\$44,608
Other non-curricular fees (describe)* Hockey Program	\$38,000	\$38,000	\$37,099
Other non-curricular fees (describe)* Yearbooks, photos	\$30,000	\$30,000	\$33,201
<b>TOTAL FEEES</b>	\$1,986,216	\$1,912,303	\$1,843,612

*\*PLEASE DO NOT USE "SCHOOL GENERATED FUNDS" AS A CATEGORY*

Please disclose amounts paid by parents of students that are recorded as "Other sales and services" (rather than fee revenue). Note that this schedule should include only amounts collected from parents and so it may not agree with the Statement of Operations.	Approved Budget 2016/2017	Fall Budget Update 2015/2016	Actual 2014/2015
Cafeteria sales, hot lunch, milk programs	\$32,000	\$31,000	\$34,116
Special events	\$0		\$0
Sales or rentals of other supplies/services	\$11,000	\$11,000	\$14,633
Out of district student revenue	\$0	\$0	\$0
International and out of province student revenue	\$0	\$0	\$0
Adult education revenue	\$0	\$0	\$30,040
Preschool	\$0	\$0	\$0
Child care & before and after school care	\$0	\$0	\$0
Lost item replacement fees	\$0	\$0	\$0
Other (describe)	\$0	\$0	\$0
Other (describe)	\$0	\$0	\$0
Other (describe)	\$0	\$0	\$0
Other (describe)	\$0	\$0	\$0
Other (describe)	\$0	\$0	\$0
<b>TOTAL</b>	\$43,000	\$42,000	\$78,789

PROJECTED SCHEDULE OF CHANGES IN ACCUMULATED OPERATING SURPLUS (SUMMARY)

for the Year Ending August 31

	(1) ACCUMULATED OPERATING SURPLUS (2+3+4+7)	(2) INVESTMENT IN TANGIBLE CAPITAL ASSETS	(3) ENDOWMENTS	(4) ACCUMULATED SURPLUS FROM OPERATIONS (5+6)	(5) UNRESTRICTED SURPLUS	(6) INTERNALLY RESTRICTED OPERATING RESERVES	(7) CAPITAL RESERVES
<b>Actual balances per AFS at August 31, 2015</b>	\$7,201,231	\$2,449,191	\$0	\$2,041,566	\$605,618	\$1,435,968	\$2,710,454
<b>2015/2016 Estimated Impact to AOS for:</b>							
Prior period adjustment	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Estimated surplus/deficit	\$1,190,962			\$1,190,962	\$1,190,962		
Estimated Board funded capital asset additions		\$72,000		(\$72,000)	(\$72,000)		\$0
Estimated Disposal of unsupported tangible capital assets	\$0	\$0		\$0	\$0		\$0
Estimated amortization of capital assets (expense)		(\$1,589,889)		\$1,589,889	\$1,589,889		
Estimated capital revenue recognized - Alberta Education		\$1,424,501		(\$1,424,501)	(\$1,424,501)		
Estimated capital revenue recognized - Other GOA		\$0		\$0	\$0		
Estimated capital revenue recognized - Other sources		\$0		\$0	\$0		
Estimated changes in Endowments	\$0	\$0	\$0	\$0	\$0		
Estimated Unsupported debt principal repayment		\$0		\$0	\$0		
Estimated reserve transfers (net)							
Estimated Assumptions/Transfers of Operations (Explain)				(\$1,100,000)	(\$1,359,000)	\$259,000	\$1,100,000
<b>Estimated Balances for August 31, 2016</b>	\$8,392,193	\$2,355,803	\$0	\$2,225,936	\$530,968	\$1,694,968	\$3,810,454
<b>2016/2017 Budget projections for:</b>							
Budgeted surplus/deficit	\$121,217			\$121,217	\$121,217		
Projected Board funded capital asset additions		\$0		\$0	\$0		\$0
Budgeted Disposal of unsupported tangible capital assets	\$0			\$0	\$0		\$0
Budgeted Amortization of capital assets (expense)		(\$1,608,669)		\$1,608,669	\$1,608,669		
Budgeted capital revenue recognized - Alberta Education		\$1,453,156		(\$1,453,156)	(\$1,453,156)		
Budgeted capital revenue recognized - Other GOA		\$0		\$0	\$0		
Budgeted capital revenue recognized - Other sources		\$0		\$0	\$0		
Budgeted changes in Endowments	\$0		\$0	\$0	\$0		
Budgeted Unsupported debt principal repayment		\$0		\$0	\$0		
Projected reserve transfers (net)				(\$250,000)	(\$250,000)	\$0	\$250,000
Projected Assumptions/Transfers of Operations (Explain)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Projected Balances for August 31, 2017</b>	\$8,513,410	\$2,200,290	\$0	\$2,252,666	\$557,698	\$1,694,968	\$4,060,454

**SCHEDULE OF USES FOR ACCUMULATED SURPLUSES AND RESERVES**  
for the Year Ending August 31

	Unrestricted Surplus Usage		Operating Reserves Usage		Capital Reserves Usage	
	Year Ended		Year Ended		Year Ended	
	31-Aug-2017	31-Aug-2018	31-Aug-2017	31-Aug-2018	31-Aug-2017	31-Aug-2018
Projected opening balance	\$530,968	\$557,698	\$1,694,968	\$1,694,968	\$3,810,454	\$4,216,454
Projected excess of revenues over expenses (surplus only)	\$121,217	\$0	\$0	\$0	\$0	\$0
Budgeted disposal of unsupported tangible capital assets	\$0	\$0	\$0	\$0	\$0	\$0
Budgeted amortization of capital assets (expense)	\$1,608,869	\$1,725,145	\$1,750,000	\$0	\$0	\$0
Budgeted capital revenue recognized	(\$1,453,156)	(\$1,569,145)	(\$1,595,000)	\$0	\$0	\$0
Budgeted changes in Endowments	\$0	\$0	\$0	\$0	\$0	\$0
Budgeted unsupported debt principal repayment	\$0	\$0	\$0	\$0	\$0	\$0
Budgeted reserves transfers (net)	(\$250,000)	(\$155,000)	(\$155,000)	\$0	\$250,000	\$155,000
Projected assumptions/transfers of operations	\$0	\$0	\$0	\$0	\$0	\$0
Increase in (use of) school generated funds	\$0	\$0	\$0	\$0	\$0	\$0
New school start-up costs	\$0	\$0	\$0	(\$200,000)	\$0	\$0
Decentralized school reserves	\$0	\$0	\$0	\$0	\$0	\$0
(Non-recurring certified remuneration)	\$0	\$0	\$0	\$0	\$0	\$0
(Non-recurring non-certificated remuneration)	\$0	\$0	\$0	\$0	\$0	\$0
(Non-recurring contracts, supplies & services)	\$0	\$0	\$0	\$0	\$0	\$0
Professional development, training & support	\$0	\$0	\$0	\$0	\$0	\$0
Salary negotiations	\$0	\$0	\$0	\$0	\$0	\$0
Full-day kindergarten	\$0	\$0	\$0	\$0	\$0	\$0
English language learners	\$0	\$0	\$0	\$0	\$0	\$0
First nations, Métis, Inuit	\$0	\$0	\$0	\$0	\$0	\$0
OH&S / wellness programs	\$0	\$0	\$0	\$0	\$0	\$0
B & S Administration organization / reorganization	\$0	\$0	\$0	\$0	\$0	\$0
Debt repayment	\$0	\$0	\$0	\$0	\$0	\$0
Flood related costs (unfunded)	\$0	\$0	\$0	\$0	\$0	\$0
Non-salary related programming costs (explain)	\$0	\$0	\$0	\$0	\$0	\$0
Repairs & maintenance - School building & land	\$0	\$0	\$0	\$0	\$0	\$0
Repairs & maintenance - Technology	\$0	\$0	\$0	\$0	\$0	\$0
Repairs & maintenance - Vehicle & transportation	\$0	\$0	\$0	\$0	\$0	\$0
Repairs & maintenance - Administration building	\$0	\$0	\$0	\$0	\$0	\$0
Repairs & maintenance - POM building & equipment	\$0	\$0	\$0	\$0	\$0	\$0
Repairs & maintenance - Other (explain)	\$0	\$0	\$0	\$0	\$0	\$0
Capital costs - School land & building	\$0	\$0	\$0	\$0	\$0	\$0
Capital costs - School modernization	\$0	\$0	\$0	\$0	\$0	\$0
Capital costs - School modular & additions	\$0	\$0	\$0	\$0	\$0	\$0
Capital costs - School building partnership projects	\$0	\$0	\$0	\$0	\$0	\$0
Capital costs - Vehicle & transportation	\$0	\$0	\$0	\$0	\$0	\$0
Capital costs - Administration building	\$0	\$0	\$0	\$0	\$0	\$0
Capital costs - POM building & equipment	\$0	\$0	\$0	\$0	\$0	\$0
Capital costs - Other	\$0	\$0	\$0	\$0	\$0	\$0
Building leases	\$0	\$0	\$0	\$0	\$0	\$0
Other 1 - please use this row only if no other row is appropriate	\$0	\$0	\$0	\$0	\$0	\$0
Other 2 - please use this row only if no other row is appropriate	\$0	\$0	\$0	\$0	\$0	\$0
Other 3 - please use this row only if no other row is appropriate	\$0	\$0	\$0	\$0	\$0	\$0
Other 4 - please use this row only if no other row is appropriate	\$0	\$0	\$0	\$0	\$0	\$0
Estimated closing balance for operating contingency	\$557,698	\$557,698	\$1,694,968	\$1,494,968	\$4,060,454	\$4,216,454

Total surplus as a percentage of 2017 Expenses 9.27%  
ASO as a percentage of 2017 Expenses 3.31%

3.05%  
2.79%

9.21%  
3.01%

**ANTICIPATED CHANGES IN ACCUMULATED OPERATING SURPLUS (SUPPLEMENTARY DETAIL)**  
**for the Year Ending August 31**

The following provides further explanation of the anticipated changes to each component of AOS for the 2015/2016, 2016/2017, 2017/2018, and 2018/2019 years as outlined on pages 5 and 6. Please provide information on the acquisition of significant unsupported capital, non-recurring project expenditures, and intended use of funds as at August 31, 2019. Note that unrestricted surplus, operating reserves, and/or capital reserves should include the jurisdiction's contingency for unexpected or emergent issues.

**Additional detail on uses of Accumulated Operating Surplus:**

**2015/2016**

Provide an explanation of material changes from the budget originally submitted in the spring of 2015 for annual operating surplus (deficit), capital acquisitions, endowments, and/or other changes affecting unrestricted surplus, operating reserves, and capital reserves.

Based on the information available, it is forecast that the operating surplus might be in the range of \$1.19 million. The increase from the budgeted surplus of \$356K is mainly attributed to the difference between actual and average salaries for certificated staff, several of the evergreening technology projects delayed (due to the major modernization project at Sturgeon Composite High School), lower diesel prices and mild winter.

**2016/2017**

Please provide additional detail regarding uses of Unrestricted Surplus, Operating Reserves, and Capital Reserves not described on pages 5 and 6.

No major changes anticipated in the 2016-2017 school year.

**ANTICIPATED CHANGES IN ACCUMULATED OPERATING SURPLUS (SUPPLEMENTARY DETAIL)  
for the Year Ending August 31**

The following provides further explanation of the anticipated changes to each component of AOS for the 2015/2016, 2016/2017, 2017/2018, and 2018/2019 years as outlined on pages 5 and 6. Please provide information on the acquisition of significant unsupported capital, non-recurring project expenditures, and intended use of funds as at August 31, 2019. Note that unrestricted surplus, operating reserves, and/or capital reserves should include the jurisdiction's contingency for unexpected or emergent issues.

**Additional detail on uses of Accumulated Operating Surplus:**

**2017/2018**

Please provide additional detail regarding uses of Unrestricted Surplus, Operating Reserves, and Capital Reserves not described on pages 5 and 6.

Should the Division be successful in completing and opening a new school in Morinville in September of 2018, we will likely see a use of operating costs for the start up.

See use of Capital Reserves in 2019

**2018/2019**

Please provide additional detail regarding uses of Unrestricted Surplus, Operating Reserves, and Capital Reserves not described on pages 5 and 6.

See use of Capital Reserves in 2019.

The Board of Trustees is presently looking at the future options/opportunities for the Central Office facilities that are in need of repair. Once the plans are finalized and approved by the Board of Trustees, we may be able to upgrade some of the facilities (non-school buildings) in the school year 2018-2019. At this time, we are in early design stages and limited information is available.

**August 31, 2019**

Describe the jurisdiction's intended use of unrestricted surplus, operating reserves, and capital reserves balances expected as at August 31, 2019.

Majority of Capital Reserves will either be spent in the 2018-2019 SY or the following year. At this time, the Administration is working on the future plan of the Central Office Facilities upgrade (renovation, upgrad or replacement of some or all facilities). We are only in early design stages and limited information is available.



**PROJECTED STUDENT STATISTICS  
FULL TIME EQUIVALENT (FTE) ENROLLED STUDENTS**

	Budgeted 2016/2017 (Note 2)	Actual 2015/2016	Actual 2014/2015	Notes
<b>GRADES 1 TO 12</b>				
<b>Eligible Funded Students:</b>				
Grades 1 to 9	3,385	3,215	3,028	Head count
Grades 10 to 12	886	894	895	Note 3
Total	4,271	4,109	3,923	Grades 1-12 students eligible for base instruction funding from Alberta Education.
Percentage Change	3.9%	4.7%		
<b>Other Students:</b>				
Total	41	46	30	Note 4
<b>Total Net Enrolled Students</b>				
	4,312	4,155	3,953	
<b>Home Ed and Blended Program Students</b>				
	2	2	2	Note 5
<b>Total Enrolled Students, Grades 1-12</b>				
	4,314	4,157	3,955	
Percentage Change	3.8%	5.1%		
<b>Of the Eligible Funded Students:</b>				
Students with Severe Disabilities	177	177	194	FTE of students with severe disabilities as reported by the board via PASI.
Students with Mild/Moderate Disabilities	370	372	327	FTE of students identified with mild/moderate disabilities as reported by the board via PASI.

**EARLY CHILDHOOD SERVICES (ECS)**

<b>Eligible Funded Children</b>	918	931	911	ECS children eligible for ECS base instruction funding from Alberta Education.
<b>Other Children</b>	19	19	19	ECS children not eligible for ECS base instruction funding from Alberta Education.
<b>Total Enrolled Children - ECS</b>	937	950	930	
<b>Program Hours</b>	475	475	475	Minimum: 475 Hours
<b>FTE Ratio</b>	0.500	0.500	0.500	Actual hours divided by 950
<b>FTE's Enrolled, ECS</b>	469	475	465	
Percentage Change	-1.4%	2.2%		
<b>Of the Eligible Funded Children:</b>				
Students with Severe Disabilities	350	350	310	FTE of students with severe disabilities as reported by the board via PASI.
Students with Mild/Moderate Disabilities	210	210	242	FTE of students identified with mild/moderate disabilities as reported by the board via PASI.

**NOTES:**

- Enrolment is to be completed WHEREVER APPLICABLE and are 'as at September 30th' for each year.
- Budgeted enrolment is to be based on best information available at time of the 2016/2017 budget report preparation.
- The # of FTE grade 10-12 students is determined by taking the total # of students' credits / 35; where 35 CEU's = 1 FTE.
- Other Grade 1-12 students that are not eligible for base instruction funding from Alberta Education include First Nations students living on reserves for which tuition fee payments are made from Band or AANDC (Code 330), students younger than 5 1/2 or older than 20, and out-of-province and foreign students.
- Because they are funded separately, Home Education students are not included with total net enrolled students. In the blended program, funding per student is pro-rated on the percentage of the student's program which is taken at school and at home; home education students are assigned a weighting of 0.25 FTE for base funding.

**PROJECTED STAFFING STATISTICS  
FULL TIME EQUIVALENT (FTE) PERSONNEL**

	Budgeted 2016/2017	Actual 2015/2016	Fall Budget 2015/2016	Actual 2014/2015	Notes
<b>CERTIFICATED STAFF</b>					
School Based	290.8	277.0	269.3	270.6	Teacher certification required for performing functions at the school level.
Non-School Based	9.4	7.5	7.6	7.8	Teacher certification required for performing functions at the system/central office level.
<b>Total Certificated Staff FTE</b>	<b>290.2</b>	<b>284.5</b>	<b>276.9</b>	<b>278.6</b>	<b>FTE for personnel possessing a valid Alberta teaching certificate or equivalency.</b>
Percentage change from prior period	2.0%	2.1%	4.8%	-0.6%	Associate of HR certified staff vs non-certificated staff and maternity leave not replaced last y
If an average standard cost is used, please disclose rate:	\$ 100,512	\$ 101,517		\$ 98,564	
Student F.T.E. per certificated Staff	16.5	16.3		15.9	
Certificated Staffing Change due to:					
Enrolment Change	5.7	7.6	(0.0)		If negative change impact, the small class size initiative is to include any/all teachers retained.
Small Class Size Initiative	-	-	(1.7)		If enrolment change impact on teacher FTEs is negative, include any/all teachers retained.
Other Factors	-	-	-		Discretionary Impact
<b>Total Change</b>	<b>5.7</b>	<b>7.6</b>	<b>(1.7)</b>		<b>Year-over-year change in Certificated FTE</b>
Breakdown, where total change is Negative:					
Continuous contracts terminated					FTEs
Non-permanent contracts not being renewed					FTEs
Other (retirement, attrition, etc.)					Discretionary Impact
<b>Total Negative Change in Certificated FTEs</b>					<b>Breakdown required where year-over-year total change in Certificated FTE is negative only.</b>
					Please Allocate
<b>NON-CERTIFICATED STAFF</b>					
Instructional	200.1	224.1	223.1	201.4	Personnel providing instruction support for schools under 'instruction' program areas.
Plant Operations & Maintenance	44.0	41.0	41.0	37.2	Personnel providing support to maintain school facilities
Transportation	1.8	1.8	1.8	1.5	Personnel providing direct support to the transportation of students to and from school
Other	17.7	18.1	18.1	18.1	Personnel in Board & System Admin. and External service areas.
<b>Total Non-Certificated Staff FTE</b>	<b>269.5</b>	<b>285.0</b>	<b>284.0</b>	<b>258.1</b>	<b>FTE for personnel not possessing a valid Alberta teaching certificate or equivalency.</b>
Percentage Change	3.0%	10.4%	3.4%	10.0%	
Explanation of Changes:					
Increase in instructional staffing is mostly due to a higher number of PUF children; increase in POAM staffing is due to reinstated cleaning staffing levels.					
<b>Additional Information</b>					
Are non-certificated staff subject to a collective agreement?					
Please provide terms of contract for 2015/16 and future years for non-certificated staff subject to a collective agreement along with the number of qualifying staff FTE's.					
CUPE Collective Agreement runs until August 31, 2016. CUPE in 15-16: 2% salary increase and 1.1% lump sum payment (equivalent to 1.1% of the 2014-2015 gross earnings. GEC Employment Control (non-union) runs until August 31, 2016. GEC in 15-16: Salary increase of 3%.					