



REPORT TO

REGULAR BOARD

MONTHLY FINANCIAL REPORT AS AT OCTOBER 31, 2016

Genesis 2:15

The LORD God took the man and put him in the Garden of Eden to work it and take care of it.

Created, Draft

December 5, 2016

First Tabling

December 15, 2016

Review

D. Bilenduke, Senior Coordinator, Finance

P. De Cock, Comptroller for Business Services & Finance

INFORMATION REPORT

Vision:

At Toronto Catholic we transform the world through witness, faith, innovation and action.

Mission:

The Toronto Catholic District School Board is an inclusive learning community uniting home, parish and school and rooted in the love of Christ.

We educate students to grow in grace and knowledge to lead lives of faith, hope and charity.



R. McGuckin

Associate Director of Academic Affairs

A. Sangiorgio

Associate Director of Planning and Facilities

C. Jackson

Executive Superintendent of Business Services and Chief Financial Officer

Angela Gauthier

Director of Education

A. EXECUTIVE SUMMARY

This Budget Status Report as at October 31st, 2016 provides a year-to-date look at both revenues and expenditures. This is the first update for fiscal 2016-17 and does not take into consideration any changes made in the Revised Estimates process. It is still very early to make a forecast against budget given that the Board of Trustees has not approved the Revised Budget Estimates. A more detailed variance summary is attached (Appendix A & B). The actual percentage spent is in line with the forecast and no significant issues or pressures have been identified at this point in time.

B. PURPOSE

The Budget Status report reviews expenditures, revenues, enrolment and staffing. The report tracks expenditures and revenues by category and compares YTD results to current budget and prior year actuals. Business Services staff investigate and analyse variances in order to detect, correct and report any unfavourable trends and events.

C. BACKGROUND

1. As part of the regular reporting cycle and consistent with best practices as outlined by both the Ministry of Education and District School Board Reporting Workgroup, a monthly Financial Report is prepared detailing any in-year expenditure variances, pressures and savings identified by analysing the 2016-17 year-to-date actual expenditures compared to the Revised Budget Estimates. The current year's percentage spent of total budget is also compared to the previous year's percentage spent for the same period.
2. All October YTD revenues and expenses have been adjusted for known EDU and Public Sector Accounting Board (PSAB) requirements.
3. Attached as Appendix A and B is the October YTD Revenue and Expenditure forecast which has been established as our method of reporting interim financial results.

D. EVIDENCE/RESEARCH/ANALYSIS

1. Business Services closely monitors the 2016-17 budget performance to identify areas of potential savings as well as any areas of potential cost

pressures to the Board. There were small variances across most expenditure categories based on the 2 months' performance at October 31st, 2016 as outlined in Appendix A & B (attached). Most classroom expenditures occur over a 10-month period while administrative and facilities expenditures are more likely to follow a 12-month model. There are many factors that affect monthly expenditures, but as a rule and as a simple starting point, classroom expenditures are generally 20% spent (2/10) and expenditures associated with administration and facilities are usually 17% spent (2/12).

2. Enrolment remains the key driver for generating Grants for Student Needs (GSNs). The GSNs for the Revised Budget Estimates are calculated using a weighted average of enrolment projections for two count dates, actual enrolment on October 31st 2016 and projected enrolment for March 31st 2017. The enrolment numbers will be updated following the approval of the 2016-17 Revised Budget Estimates and will be included in the November Interim Financial Report.

E. METRICS AND ACCOUNTABILITY

Currently, all expenditure areas are tracking in line with the budget. No significant variances have been observed to date; however, the following trends have been identified:

1. Occasional Teachers
The expenditure for this year is currently trending 0.6% less than the same period last year. Given the budget pressures that have occurred in this category in the past, staff are monitoring this category very closely.
2. Transportation
At first glance bussing expense appears to be under budget by 3%; however, this is simply due to a timing issue. In prior years the bus contractors received an advance on their monthly billings. The new contract for 2016/17 has eliminated this advance. Future monthly reports will have the current month accrued into the actual expense to make the 2 different years comparable. The current bus expense is on budget if not slightly higher than budget and will be monitored closely over the coming months.

At this time, the financial results for the Toronto Catholic District School Board are on track to finish the year on budget. Variables that could affect revenues and expenses in year include Enrolment and Short Term Disability Leaves and other

staff leaves such as Maternity. These variances do not become prominent until later in the year (after March) and are difficult to forecast at this time with any accuracy.

F. CONCLUDING STATEMENT

This report is for the consideration of the Board.