

June & July 2016 Month End Finance Report Expenditures (Budget as approved June 23, 2015)	August 2015						
	Expenses	Current	Revised	Year-to-Date	Commitments	Budget	%
	(Audited)	Budget	Estimates	Actual		Remaining	Remaining
	(Note 1)		(Note 11)	(Note 1A)		(Note 1A)	
Classroom Teachers	67,164,984	65,748,120	66,310,871	60,792,178		4,955,942	7%
Occasional/Supply Teachers (Notes 4 and 9)	3,328,995	1,984,638	1,996,638	3,018,931		(1,034,293)	
Educational Assistants	8,572,424	8,682,252	8,781,991	8,741,924		(59,672)	
Early Childhood Educator	1,819,347	1,843,704	1,997,367	2,050,518		(206,814)	
Classroom Computers (Notes 2 & 7)	1,103,613	1,314,191	1,314,191	1,366,496		(52,305)	
Texts and Learning Materials (Note 2)	2,720,737	3,140,702	3,523,669	2,566,011		574,691	18%
Professionals and Paraprofessionals	4,583,340	4,455,504	4,460,327	3,864,557		590,947	13%
Library and Guidance	1,804,676	1,695,646	1,601,235	1,561,054		134,592	8%
Staff Development (Note 4)	1,041,345	469,325	834,933	838,464		(369,139)	
Coordinators & Consultants (Note 4)	1,858,660	2,650,020	3,119,746	2,156,192		493,828	19%
Principals & Vice-Principals	6,391,799	5,959,646	6,031,863	5,582,391		377,255	6%
Department Heads	146,938	147,574	147,574	134,566		13,008	9%
School Office - Secretaries & Supplies (Note 2)	3,438,917	3,648,982	3,723,923	3,327,930		321,052	9%
Transportation	10,599,385	10,894,384	10,919,384	10,908,619		(14,235)	
Transportation Amortization						-	
Operations & Maintenance - Schools (Note 2)	14,126,715	13,830,758	13,970,333	12,325,167		1,505,591	11%
Continuing Education	807,579	660,190	660,310	663,046		(2,856)	
Instructional Amortization	808,977	823,257	840,247			823,257	100%
Trustees	156,254	118,351	118,560	102,332		16,019	14%
Director & Supervisory Officers	1,150,187	1,357,673	1,025,342	1,368,592		(10,919)	
Board Administration (Note 2)	2,901,184	3,104,111	3,273,894	2,865,405		238,706	8%
Administration Amortization	70,725	58,605	58,605			58,605	100%
School Renewal/Condition Improvement (Note 3)	17,911	283,857	283,857	10,257,831		(9,973,974)	
Direct Capital and Approved Debt (Note 5)	2,141,302	2,064,321	2,064,321	1,465,337		598,984	29%
Pupil Accommodation Amortization (Note 8)	6,286,313	6,305,683	6,437,776	613,944		5,691,739	90%
Other Non-Operating Expenses (Note 10)	1,044,239	493,202	493,202	1,051,640		(558,438)	
Other Amortization and Write Downs	0					0	
	<b>144,086,546</b>	<b>141,734,696</b>	<b>143,990,159</b>	<b>137,623,125</b>	<b>0</b>	<b>4,111,571</b>	<b>3%</b>

July & July 2016 Month End Finance Report Revenues (Budget as approved June 23, 2015)	August 2015						
	Revenues	Current	Revised	Year-to-Date	Commitments	Budget	%
	(Audited)	Budget	Estimates	Actual		Remaining	Remaining
	(Note 1)		(Note 11)	(Note 1A)		(Note 1A)	
MET Grants (Note 4)	87,449,719	86,594,916	86,444,396	94,583,805		0	0%
Other Provincial Grants (Note 4)	2,158,836	1,763,031	2,751,668	430,263		1,332,768	76%
Native Student Tuition and Transportation	2,344,357	2,431,761	2,207,156	2,260,461		171,300	7%
Municipal and Unorganized Taxes	42,326,922	42,566,578	42,566,578	41,744,067		822,511	2%
Other School Board Recoveries	256,970	148,709	148,709	89,251		59,458	40%
Other Revenues (Note 6)	3,055,190	1,138,650	1,301,504	3,217,005		(2,078,355)	
Amortization of Deferred Capital Contributions (Note 8)	7,062,677	7,091,051	7,233,289	613,944		6,477,107	91%
	<b>144,654,671</b>	<b>141,734,696</b>	<b>142,653,300</b>	<b>142,938,796</b>		<b>6,784,789</b>	<b>5%</b>

**Near North District School Board  
June & July 2016 Month End Report  
Notes to the Financial Report for the Period Ended July 26, 2016**

**Note 1 Prior Year Comparative Figures**

The prior year comparative figures reflect the most recent audited financial statements which are for the year ended August 31, 2015. The audited financial statements for the year ended August 31, 2015 have now been completed, have been issued and are posted on the Board's website.

**Note 1A August 31, 2016 Year-End**

On July 25<sup>th</sup>, 2016, the Finance Department underwent an accounting conversion which had been planned for over three (3) years. In order to migrate the accounting data from one system to another system, it was necessary and pre-planned given the summer months, that the Board's accounting system would be unavailable from July 25<sup>th</sup>, 2016 through to mid-August. The new system is now up live and operational. Departments are currently working collaboratively together to generate custom month end finance reports which at this point in time remain incomplete. Accordingly, Finance is only able to report the June and July 2016 Month End results. Audit cut-off of expenses is anticipated to occur September 23, 2016 at which time Finance will begin year-end audit and year-end procedures including recording of accruals and accounts payable, recording of accounts receivable, reconciliation of all balance sheet accounts, reconciliation and deferral of externally funded projects, recording of capital assets and related amortization expense, as well as filing audited financial statements with the Ministry of Education.

**Note 2 Issuance of Blanket Purchase Orders for Annual Costs**

At the beginning of the current fiscal year, finance has requested that blanket purchase orders be generated for such annual expenses as utilities of gas, oil and electricity, telephone costs, photocopier lease charges and copy charges as well as classroom computer network costs in order to streamline accounting processes. For this reason current commitments representing annual anticipated costs are charged immediately to the budget committing budget dollars. Then as actual invoices and bills are received throughout the year, the expense will be recorded in the year-to-date actual expense column with the commitment relieved.

**Note 3 School Renewal and School Condition Improvement Grants**

These commitments and expenditures are for current in-year school renewal projects and school condition improvement projects plus projects accessing other Capital Funding such as commitments and expenditures associated with capital funds provided by the Ministry for Early Learning Kindergarten program, completion of Parry Sound Public School and new elementary school, Woodland Public School in North Bay. With regards to any Ministerial approved capital expenditures associated with the new Parry Sound Public School and new elementary school, Woodland Public School in North Bay, these expenditures will be/are covered off by entering into a long term debt agreement with the Ministry of Education through Ontario Financing Authority. Included in School Renewal and School Condition Improvements are expenditures of a capital nature. Until such time as year-end is completed these capital expenditures will remain in these accounts which will be capitalized and removed from operating expenses.

**Note 4 Other Provincial Grants**

Provincial grants initially budgeted are only the grants whereby monies were confirmed at time of approving the budget. These external grants include but are not limited to French as a Second Language, Odyssey French Language Monitor Program, Adult Basic Literacy, Ontario Youth Apprenticeship Program (OYAP), Autism Supports and Training, Collaborative Inquiry for Learning – Mathematics, Community Use of Schools – Outreach Coordinator, Priority Schools, Early Years Leads Program, e-Learning Contact Project, Implementation of Board Mental Health Strategies, Learning for All K-12 Regional Projects, Library Staff Investment Project, MISA Local Capacity, Safe and Accepting Schools, Small and Northern Boards Math, SHSM, Building Capacity for Differentiated Instruction, Building Capacity for Effective Instruction in Literacy for Adolescents, Building Capacity for Effective Math Instruction, Collaborative Inquiry for Instructional Impact, Supporting Transitions, Student Work Study Teacher, System Implementation and Monitoring – Regional Network Sessions and OFIP Support. Other significant external grants have been received within the current operating year that were not originally budgeted for. However in these cases, expenditures are not to exceed revenues with separate budgets established for these other external grants received to monitor revenues and expenditures. Other provincial grants that are from the Ministry of Education are reported in MET Grants in month end finance report. To-date the Board has received \$2,636,870 of External Grants.

**Note 5 Direct Capital and Approved Debt**

The Ministry recognizes the debt on all capital programs such as NPP, Good Places to Learn (Phases 1, 2, 3 and 4), Capital Priorities, Prohibitive to Repair, etc. based on eligible capital expenditures. Boards will continue to long term finance capital expenditures related to these prior capital programs through the Ontario Financing Authority (OFA), and will receive a cash flow from the Ministry of Education to meet their annual debt repayments.

**Near North District School Board  
June & July 2016 Month End Report  
Notes to the Financial Report for the Period Ended July 26, 2016**

**Note 6 Other Revenues**

Current year-to-date revenues include additional monies received not budgeted for. Refer to below schedule with regard to analysis of revenues budgeted, revenue received-to-date as well as prior year's revenues:

	August 2015 Revenues	Current Budget	Year-to-Date Actuals
Theatre Outreach ticket sales, donation, registration fees		20,000	3,525
Sale of furniture, equipment, portables		-	
Proceeds of Disposition Tweedsmuir Public School		-	15,303
Proceeds of Disposition Marshall Park Public School		-	296,135
Individual Tuition Fees-Visa, exchange & outside agency students	226,554	203,416	224,537
Reverse Tuition Fees	261,766	-	492,012
Interest income	27,592	-	2,783
Release time recoverable income	1,435,739	-	651,373
Ministry Secondments		589,182	592,282
Muskoka Language International	67,600	-	75,520
OSBIE Insurance refund	45,740	-	70,339
OSBIE Property Premium credit	5,212	-	-
WSIB Claim Refund	18,107	-	19,485
ECNO – IPPS Pilot Testing	15,000	-	-
North Bay Hydro lighting incentive – West Ferris		-	20,662
Hydro One rebate		-	39,197
Greater Sudbury hydro retrofit rebate	13,920	-	-
Lakeland Power Distribution audits (Land of Lakes & Sundridge)		-	-
Union Gas – Parry Sound PS energy efficiency rebate		-	7,500
Union Gas – Parry Sound High School & Widdifield		-	23,100
Various rental incomes	65,760	70,000	68,082
Administration Fees	14,800	20,000	25,066
School/College Work Study Initiative	43,400	-	-
Ontario Arts Council	58,200	-	-
CODE - Summer Literacy Training 2015	105,330	-	-
CODE – Summer Literacy 2016		-	105,000
Consolidation – Transportation & Charity	335,252	-	-
C.O.D.E. – Learning in the 21 <sup>st</sup> Century Funding	54,034	-	-
C.O.D.E. – Technology and Learning Fund	131,991	-	304,631
Nipissing Parry Sound Catholic DSB (Psycho-educational Assessments)		-	71,800
Nipissing Parry Sound Transp Consortium (Kinsmen Sports Park snowplowing)		-	9,135
Relevance Project	56,358	-	39,512
CODE – Innovation for Directors Funding		-	10,000
CODE – Student Injury Prevention Program	5,000	-	19,600
Sunset Public School – technology purchase		-	5,000
Widdifield Secondary School – technology purchase		-	1,841
Ontario Principals' Council Funding		-	8,000
PHE Comprehensive School Health (PHE Canada)	8,788	-	3,212
Cafeteria Commissions		-	3,540
IB Program		-	12,318
Various other incomes	59,047	236,052	(3,485)
	<u>\$ 3,055,190</u>	<u>\$ 1,138,650</u>	<u>\$ 3,217,005</u>

**Note 7 Classroom Computers**

The current budget of \$1,314,191 includes only classroom computer operational expenditures without expenditures of a capital nature. Until such time as year-end is completed, currently included in classroom computer operating expenditures is \$564,435 of capital expenditures which will be capitalized and removed from operating expenses.

**Note 8 Write Down of Capital Assets**

Accounting policies require that when an instructional building has been declared surplus to a school board's instructional needs that the respective asset be recorded at the lower of its Net Book Value or Net Realizable Value.

**Near North District School Board  
June & July 2016 Month End Report  
Notes to the Financial Report for the Period Ended July 26, 2016**

**Note 9 Occasional Teachers/Supply Costs**

For financial reporting purposes included in short-term and long-term supply costs are gross expenditures relating to supply days for short-term sick leave, long-term sick leave, federation release days and release days for externally funded projects. Upon preliminary analysis of Supply Costs expenditure line item, it was discovered that included in long-term replacement costs were costs that should be included in the Classroom Teacher line. This is owing to the fact that if an occasional teacher is replacing a teacher that is not being paid, the cost of the replacement should be costed to the Regular Teacher expenditure line. This resulted in \$125,520 being reallocated from Supply Costs to Classroom Teachers. Finance staff are continuing to conduct a detailed analysis whereby a further reallocation may be necessary. It is currently anticipated that Supply Costs will exceed budget which will be more accurately quantified once the detailed analysis is completed. Included in supply expenditures in the amount of \$69,229 are costs representing federation release time whereby revenues have been received to offset expenditures. Revenues are not netted against the expenditure but reported in Other Revenues – Release Time Recoverable Income. Also included in supply teacher costs is \$98,134 of release costs that are funded from external grants. It is anticipated that any deficits in Supply Costs will be offset by savings, under-expenditures and unplanned revenues received during the year.

**Note 10 Other Non-Operating Expenses**

Other non-operating expenses reported include reverse tuition agreement payments, agency fees paid to Muskoka Language International and litigation settlement payments.

**Note 11 Revised Estimates**

Current budget reflects the balanced budget established for 2015/2016 school year as passed by the Board June 23, 2015.

Upon filing of the Board's Revised Estimates with the Ministry December 2015, it has been noted that at the Board's October enrolment count date, actual enrolment is up from original projections by approximately 153 students. Upon filing of the Board's Revised Estimates, expenditures exceeded revenues in the amount of \$1,336,859. This is the result of including in Revised Estimates all compensation percentage increases negotiated centrally as well as costs associated with full grid restoration in the absence of the GSN grants not updated to reflect such increases in expenditures via funding benchmarks. Subsequent to submission of Revised Estimates, the GSN grants have now been updated to include revenue adjustments for collective bargaining. All expenditures are to be net zero with the Ministry to cover any costs that were negotiated centrally.

Upon review of June and July 2016 month end, the Board appears to be tracking towards a balanced budget, pending any unforeseen expenditures.