

Private School Authority Code: **A. 0363**
School Code: S.2338, S.2470, S.2469

BUDGET REPORT for Accredited Funded Private Schools

FOR THE YEAR ENDING AUGUST 31, 2024

[Education Act, Section 29; Private Schools Regulation 127/2022]

The Gilbertine Institute of Catholic Studies
The Gilbertine Academy, Holy House of Our Lady and St. Benedict, Villa Spiritus
Name of Private School and Legal Name of Organization Operating the Private School
Phone (587) 579-7810, Fax (780) 741-2204
Telephone and Fax Numbers

BOARD CHAIRPERSON / PRESIDENT	
Fr. Robert Bengry	
Name	Signature

HEAD OF SCHOOL / PRINCIPAL	
Mr. Kenneth Noster	
Name	Signature

SECRETARY-TREASURER OR TREASURER	
Mr. Victor Wiens	
Name	Signature

Certified an accurate summary of the year's budget approved by the Board of Directors at its meeting held
October 26, 2023

ALBERTA EDUCATION, Financial Reporting and Accountability
8th Floor Commerce Place, 10155-102 Street, Edmonton AB T5J 4L5
E-MAIL: Anca.Oana@gov.ab.ca
PHONE: (780) 422-0312



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Color coded cells:

	blue cells: require the input of data, if applicable to your operation
	dark grey cells: input not possible or applicable - protected
	clear cells: subtotals & totals - protected
	yellow cells: referenced - protected

In the following text box, please provide several very brief comments which will help the Financial Reporting and Accountability Branch to better understand your budget and to identify significant business and financial risks facing your school. Note that these brief comments should be consistent with your three year Education Plan submission and focus on anticipated material changes from the current year enrolment, staff, contracts, programs, projects, business and financial risks.

Budget Highlights and Assumptions:

- This budget combines all if the Gilbertine Institute's operations into a single budget.
- Parents of shared responsibility students transfer their home education resource funds to their schools and instructional materials for the home education portion of the program are supplied to parents out of school budgets. As a result this budget does not include those funds under "Payment to parents of a home education student for the purchase of instructional materials."
- Consequently, payments to parents of home education students is based on 50% of the \$9,117,219 grant for home education students who are not shared responsibility students in our campuses.
- For the 2023-24 budget projection we have included both the school and home education portion of shared responsibility revenue and expenses under the "Home Education and Shared Responsibility" heading whereas the school portion was included with "Instruction Grades 1-12" in the 2022-23 budget.
- This revised budget is based on actual September 29, 2023 enrollment.

Significant Business and Financial Risks:

- While we did receive our charitable status this fall, it will take some time to gear up for effective donor development. As a result we have been cautious in our fundraising projections.

BUDGETED STATEMENT OF OPERATIONS
for the Year Ending August 31
 (in dollars)

	Budget 2023/2024	Projected 2022/2023	ACTUAL 2021/2022 (Note 1)
REVENUES			
Alberta Education (excluding Home Education)	\$280,136	\$666,393	\$332,565
Alberta Education - Home Education	\$10,163,184	\$8,346,150	\$8,955,030
Total Alberta Education Revenues	\$10,443,320	\$9,012,543	\$9,287,595
Other Government of Alberta	\$0	\$0	\$0
Federal Government and/or First Nations	\$0	\$0	\$0
Other Alberta school authorities	\$0	\$0	\$0
Instruction fees / Tuition fees	\$438,965	\$330,913	\$372,698
Non-instructional fees (O&M, Transportation, Admin fees)	\$0	\$0	\$0
Other sales and services	\$0	\$0	\$0
Interest on investments	\$0	\$0	\$0
Gifts and donations	\$24,560	\$45,700	\$105
Gross school generated funds	\$0	\$0	\$301
Amortization of capital allocations (where applicable)	\$0	\$0	\$0
Other (specify): Transfer of Carryover	\$262,098	\$247,449	\$0
TOTAL REVENUES	\$11,168,943	\$9,636,605	\$9,660,699
EXPENSES			
Certificated salaries and Non-certificated salaries and wages (excluding Home Education)	\$219,247	\$714,816	\$517,309
Certificated benefits and Non-certificated benefits (excluding Home Education)	\$23,897	\$74,295	\$30,492
Services, Contracts & Supplies - other than Consulting / Management fees, and Leases (excluding Home Ed.)	\$153,181	\$228,556	\$213,879
Consulting / Management Fees	\$0	\$0	\$0
Leases - Building	\$132,100	\$116,469	\$121,487
Leases - Other	\$9,000	\$8,980	\$9,036
Severe Disabilities / DSEPS	\$0	\$0	\$0
Program Unit	\$0	\$0	\$0
Home Education			
Certificated salaries	\$2,210,379	\$1,505,516	\$1,529,852
Certificated benefits	\$241,214	\$165,354	\$104,903
Non-certificated salaries and wages	\$1,885,047	\$1,452,525	\$1,234,198
Non-certificated benefits	\$187,175	\$148,448	\$102,530
Payment to parents of a home education student for the purchase of instructional materials	\$4,884,952	\$4,173,075	\$4,425,065
Contracts	\$57,200	\$246,200	\$146,924
Services and Supplies	\$1,085,563	\$753,788	\$942,725
Gross school generated funds	\$0	\$0	\$0
Capital and debt services			
Amortization of capital assets			
from restricted funds	\$0	\$0	\$0
from unrestricted funds	\$0	\$0	\$0
Total amortization of capital assets	\$0	\$0	\$0
Interest on capital debt	\$0	\$0	\$0
Other interest charges	\$0	\$0	\$0
Losses (gains) on disposal of capital assets	\$0	\$0	\$0
Other (specify):	\$0	\$0	\$0
TOTAL EXPENSES	\$11,088,945	\$9,588,022	\$9,378,400
SURPLUS(DEFICIT) OF REVENUES OVER EXPENSES	\$79,988	\$48,583	\$282,299
	\$79,998		

1. To agree with the Audited Financial Statements (AFS) as submitted to Alberta Education pursuant to Section 29 of the Education Act; Private Schools Regulation 127/2022, Section 20 or as restated.

Private School Authority Code: **A. 0363**
School Code: **S.2338, S.2470, S.2469**

**BUDGETED STATEMENT OF OPERATIONS - Segment Disclosure for Alberta Education Grants
for the Year Ending August 31
(in dollars)**

	Budget 2023/2024	Projected 2022/2023
REVENUES		
Alberta Education (excluding Home Education)	\$280,136	\$666,393
Alberta Education - Home Education	\$10,163,184	\$8,346,150
Total Alberta Education Revenues	\$10,443,320	\$9,012,543
Other (specify): Fees, Donations, Trasferred Carryover	\$725,623	\$624,062
TOTAL REVENUES	\$11,168,943	\$9,636,605
EXPENSES		
Certificated salaries and Non-certificated salaries and wages (excluding Home Education)	\$219,247	\$714,816
Certificated benefits and Non-certificated benefits (excluding Home Education)	\$23,897	\$74,295
Services, Contracts & Supplies - other than Consulting / Management fees, and Leases (excluding Home Ed.)	\$153,181	\$228,556
Consulting / Management Fees	\$0	\$0
Leases - Building	\$132,100	\$116,469
Leases - Other	\$9,000	\$8,980
Severe Disabilities / DSEPS	\$0	\$0
Program Unit	\$0	\$0
Home Education		
Certificated salaries	\$2,210,379	\$1,505,516
Certificated benefits	\$241,214	\$165,354
Non-certificated salaries and wages	\$1,885,047	\$1,452,525
Non-certificated benefits	\$187,175	\$148,448
Payment to parents of a home education student for the purchase of instructional materials	\$4,884,952	\$4,173,075
Contracts	\$57,200	\$246,200
Services and Supplies	\$1,085,553	\$753,788
Other (specify):	\$0	\$0
Other (specify):	\$0	\$0
TOTAL EXPENSES	\$11,088,945	\$9,588,022
SURPLUS(DEFICIT) OF REVENUES OVER EXPENSES	\$79,998	\$48,583

BUDGETED STATEMENT OF CHANGES IN NET ASSETS
for the Year Ending August 31, 2024
(in dollars)

	(1)	(2)	(3)	(4)	(5)		(6)	
	TOTAL NET ASSETS (Columns 2+3+4)	INVESTMENT IN CAPITAL ASSETS	UNRESTRICTED NET ASSETS (+, -)	TOTAL RESTRICTED NET ASSETS (Columns 5 to 6)	RESTRICTED OPERATING RESERVES		RESTRICTED CAPITAL RESERVES	
					Grades ECS to 12	External Services	Grades ECS to 12	External Services
Balances per AFS at August 31, 2022	\$875,120	\$9,360	\$865,760	\$0	\$0	\$0	\$0	\$0
2022 / 2023 Estimated adjustments to:								
Projected surplus(deficit)	\$48,583		\$48,583					
Est. Capital asset acquisitions (less financed and/or capital contributions amount)		\$0	\$0	\$0	\$0	\$0	\$0	\$0
Est. Donations of non-amortizable assets	\$0	\$0						
Est. Amortization of capital assets (expense) *		\$0	\$0					
Est. Amortization of capital allocations (revenue) ** (where applicable)		\$0	\$0					
Est. net book value of the disposal of capital assets		\$0	\$0	\$0	\$0	\$0	\$0	\$0
Est. Debt principal payments ***		\$0	\$0					
Est. Reserve transfers	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other Est. transfers (specify):	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Estimated Balances at August 31, 2023	\$923,703	\$9,360	\$914,343	\$0	\$0	\$0	\$0	\$0
2023 / 2024 Estimates for:								
Budgeted Surplus(deficit) of revenues over expenses	\$79,988		\$79,988					
Est. Capital asset acquisitions (less financed and/or capital contributions amount)		\$0	\$0	\$0	\$0	\$0	\$0	\$0
Est. Donations of non-amortizable assets	\$0	\$0						
Est. Amortization of capital assets (expense) *		\$0	\$0					
Est. Amortization of capital allocations (revenue) ** (where applicable)		\$0	\$0					
Est. net book value of the disposal of capital assets		\$0	\$0	\$0	\$0	\$0	\$0	\$0
Est. Debt principal payments ***		\$0	\$0					
Est. Reserve transfers	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other Est. transfers (specify):	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Estimated Balances for August 31, 2024	\$1,003,691	\$9,360	\$994,331	\$0	\$0	\$0	\$0	\$0
	\$1,003,691							

Notes:

- * Amortization of Capital Assets expense decreases the Investment in Capital Assets and increases Unrestricted Net Assets.
- ** Amortization of Capital Allocations revenue increases the Investment in Capital Assets and decreases Unrestricted Net Assets.
- *** Principal payments increase Investment in Capital Assets and decrease Unrestricted Net Assets as the outstanding capital debt is paid down.

**BUDGETED SCHEDULE A to the BR
 ALLOCATION OF REVENUES AND EXPENSES TO PROGRAMS**

REVENUES	TOTAL	Home Education and Shared Responsibility	ECS - Early Childhood Services (Excluding PUF Moderate Language Grant Code 48)	PUF Moderate Language Grant Code 48 only	Instruction (Grades 1 to 12)	Operations and Maintenance of Schools	Transportation (Grades 1 to 12)	System Administration	External Services
Alberta Education allocations									
(1) ECS Base Instruction	\$0		\$0						
(2) Grades 1 to 9 Base Instruction	\$0				\$0				
(3) Grades 10 to 12 Base Instruction	\$31,993				\$31,993				
Distance Education:									
(4) Grades 1 to 9 Full Program (Primary Registration)	\$0				\$0				
(5) Grades 10 to 12 Full-Time (Primary Registration)	\$0				\$0				
(6) Grades 10 to 12 Part-Time (Primary Registration)	\$0				\$0				
(7) Grades 1 to 12 Part-Time (Non-Primary Registration)	\$0				\$0				
(8) Home Education Kindergarten	\$345,083	\$345,083			\$0				
(9) Home Education and Shared Responsibility	\$9,818,101	\$9,818,101			\$0				
(10) Distance /Online Education (Home Education)	\$0				\$0				
(11) Education Program in an Institution	\$0				\$0				
(12) ECS Program Unit (PUF) (Code 41 to 46, Code 47)	\$0		\$0						
(13) ECS Program Unit (PUF) (Code 48 only)	\$0			\$0					
(14) Operations and Maintenance Grant	\$3,802		\$0		\$0	\$3,802			
(15) Transportation Funding	\$0		\$0				\$0		
(16) System Administration	\$231,352		\$0		\$0			\$231,352	
(17) Other - Alberta Education	\$12,989	\$0	\$0		\$12,989	\$0	\$0	\$0	
(18) TOTAL Alberta Education Allocations	\$10,443,320	\$10,163,184	\$0	\$0	\$44,982	\$3,802	\$0	\$231,352	\$0
(19) Other Government of Alberta	\$0	\$0	\$0		\$0	\$0	\$0	\$0	\$0
(20) Federal Government and/or First Nations	\$0	\$0	\$0		\$0	\$0	\$0	\$0	\$0
(21) Other Alberta school authorities	\$0	\$0	\$0		\$0	\$0	\$0	\$0	\$0
(22) Instruction fees / tuition fees	\$438,965	\$416,765	\$0		\$22,200				\$0
(23) Non - instructional fees (O&M, Transportation, Admin)	\$0	\$0	\$0		\$0	\$0	\$0	\$0	\$0
(24) Other sales and services	\$0	\$0	\$0		\$0	\$0	\$0	\$0	\$0
(25) Interest on investments	\$0	\$0	\$0		\$0	\$0	\$0	\$0	\$0
(26) Gifts and donations	\$24,560	\$0	\$0		\$24,560	\$0	\$0	\$0	\$0
(27) Gross school generated funds	\$0	\$0	\$0		\$0	\$0	\$0	\$0	\$0
(28) Amortization of capital allocations (where applicable)	\$0	\$0	\$0		\$0	\$0	\$0	\$0	\$0
(29) Other (specify): Transfer of Carryover	\$262,098	\$262,098	\$0		\$0	\$0	\$0	\$0	\$0
TOTAL REVENUES	\$11,168,943	\$11,168,943	\$10,842,047	\$0	\$91,742	\$3,802	\$0	\$231,352	\$0
EXPENSES	TOTAL								
(30) Certificated salaries	\$2,355,953	\$2,210,379	\$0	\$0	\$114,216			\$31,358	\$0
(31) Certificated benefits	\$257,007	\$241,214	\$0	\$0	\$12,344			\$3,449	\$0
(32) Non-certificated salaries and wages	\$1,958,720	\$1,885,047	\$0	\$0	\$42,118	\$0	\$0	\$31,555	\$0
(33) Non-certificated benefits	\$195,279	\$187,175	\$0	\$0	\$4,633	\$0	\$0	\$3,471	\$0
(34) SUB - TOTAL	\$4,766,959	\$4,523,815	\$0	\$0	\$173,311	\$0	\$0	\$69,833	\$0
(35) Services, Contracts & Supplies - other than Consulting / Management Fees, and Leases	\$6,180,886	\$6,027,705	\$0	\$0	\$18,681	\$0	\$0	\$134,500	\$0
(36) Consulting / Management Fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
(37) Leases - Building	\$132,100	\$110,220	\$0	\$0	\$18,078	\$3,802	\$0	\$0	\$0
(38) Leases - Other	\$9,000	\$9,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
(39) Severe Disabilities / DSEPS	\$0				\$0				
(40) ECS (PUF) Program Unit (Code 41 to 46, Code 47)	\$0		\$0						
(41) ECS (PUF) Program Unit (Code 48 only)	\$0			\$0					
(42) Gross school generated funds	\$0	\$0	\$0		\$0	\$0	\$0	\$0	\$0
Capital and debt services									
(43) Amortization of capital assets from restricted funds	\$0	\$0	\$0		\$0	\$0	\$0	\$0	\$0
(44) Amortization of capital assets from unrestricted funds	\$0	\$0	\$0		\$0	\$0	\$0	\$0	\$0
(45) Interest on capital debt	\$0	\$0	\$0		\$0	\$0	\$0	\$0	\$0
(46) Other interest charges	\$0	\$0	\$0		\$0	\$0	\$0	\$0	\$0
(47) Losses (gains) on disposal of capital assets	\$0	\$0	\$0		\$0	\$0	\$0	\$0	\$0
(48) Other (specify):	\$0				\$0	\$0	\$0	\$0	\$0
TOTAL EXPENSES	\$11,088,955	\$10,670,740	\$0	\$0	\$210,070	\$3,802	\$0	\$204,333	\$0
Surplus(deficit) of revenues over expenses	\$79,988	\$171,307	\$0	\$0	(\$118,328)	\$0	\$0	\$27,019	\$0
	\$79,988								

**SCHEDULE B to the BR
 STUDENT STATISTICS (Head Count)**

	Budgeted Enrolment 2023/2024	Projected Enrolment 2022/2023	Actual Enrolment 2021/2022
Eligible Funded Grades 1 to 12 Students:			
Grades 1 to 9	-	-	-
Grades 10 to 12	6.00	6.00	3.00
Total Eligible funded Grades 1 to 12 Students	6.00	6.00	3.00
Heritage Language School	-	-	-
Home Education Kindergarten	383.00		
Home Education and Shared Responsibility	5,342.20	5,044.50	5,291.60
Distance /Online Education (Home Education)	-	-	-
Ineligible (non-funded) Students:			
First Nations	-	-	-
Other	29.00	25.00	22.00
Total (non-funded) Students	29.00	25.00	22.00
OF THE TOTAL ELIGIBLE FUNDED GRADES 1 TO 12 STUDENTS:			
Distance Education (Primary Registration):			
Grades 1 to 9 (Full Program)	-	-	-
Grades 10 to 12	-	-	-
Distance Education Non-Primary Registration	-	-	-
Summer School	-	-	-
Severe Disabilities	-	-	-
DSEPS	-	-	-
First Nations, Metis, and Inuit	-	-	-
English as an Additional Language	-	-	-
Transportation	-	-	-
ECS			
Total Eligible Funded ECS Children (Base Instruction)	-	-	-
Enter Regular ECS Program Hours only	-	-	-
Total Ineligible (non-funded) ECS Children	-	-	-
OF THE TOTAL ELIGIBLE FUNDED ECS CHILDREN:			
Program Unit (PU):			
Code (41 to 46)			
Half Day (Minimum of 300 hours, 400 hours, 475 hours)	-	-	-
Full Day (Minimum of 800 Hours)	-	-	-
Code 47			
Half Day (Minimum of 300 hours, 400 hours, 475 hours)	-	-	-
Full Day (Minimum of 800 Hours)	-	-	-
PU Moderate Language Delay:			
Code 48 (Minimum of 300 hours, 400 hours, 475 hours)	-	-	-
Mild/Moderate Disabilities/Delays, Gifted and Talented	-	-	-
English as an Additional Language (EAL)	-	-	-
Transportation	-	-	-

**SCHEDULE C to the BR
STAFFING STATISTICS
FULL TIME EQUIVALENT (FTE) PERSONNEL**

	Budgeted 2023/2024	Projected 2022/2023	Actual 2021/2022	
CERTIFICATED STAFF				
School based	6.50	4.58	3.35	Teacher certification required for performing functions at the school level.
Non-School based	0.20	0.25	0.25	Teacher certification required for performing functions at the system/central office level.
Home education program	18.00	17.55	17.64	Teacher certification required to conduct at least 2 evaluations of the progress of the home education student.
Total Certificated Staff FTE	24.70	22.38	21.24	FTE for personnel possessing a valid Alberta teaching certificate or equivalency.
NON-CERTIFICATED STAFF				
Instructional (excluding Educational Assistants)	0.65	0.50	0.50	Personnel providing instruction support for schools under "Instruction" program areas other than Educational Assistants.
Instructional Educational Assistants	2.60	1.55	1.15	Personnel support students as part of a multidisciplinary team with teachers and other support personnel to provide meaningful instruction.
Non-instructional	0.25	0.30	0.43	Personnel in Transportation, Board & System Admin., O&M areas.
Home education program	20.85	20.70	20.48	Personnel performing functions for home education program.
Total Non-Certificated Staff FTE	24.35	23.05	22.56	FTE for personnel not possessing a valid Alberta teaching certificate or equivalency.
CONTRACTS				
School based (certificated teachers)	0.00	0.00	0.00	Teacher certification required for performing functions at the school level.
Non-School based (certificated)	0.00	0.00	0.00	Teacher certification required for performing functions at the system/central office level.
Home education (certificated teachers)	0.00	0.00	0.00	Teacher certification required to conduct at least 2 evaluations of the progress of the home education student.
Non-certificated Staff	5.00	5.00	5.00	FTE for personnel not possessing a valid Alberta teaching certificate or equivalency.
Educational Assistants	0.00	0.00	0.00	
Total Contracted FTE	5.00	5.00	5.00	