

**District Education Council – Superintendent Monitoring Report**

**Policy Name and Number:** ASD-W-EL4 Budgeting and Forecasting

**Reports Per Year:** Four

**Date of Report:**  June 19, 2025

**Previous Reports:** November 21, 2024

 February 20, 2025

 March 27, 2025

**Future Reports:**  N/A

**Policy Statement:** With respect to the actual, ongoing condition of the Anglophone West School District financial health, the Superintendent shall not cause or allow the development of fiscal jeopardy or a material deviation of actual expenditures from Council priorities established in educational goals and priorities policies.

Budgeting for any fiscal year or the remaining part of any fiscal year shall not deviate substantially from Council priorities, risk fiscal jeopardy, or fail to show a generally acceptable level of foresight.

**Report Filed By:** David McTimoney, Superintendent

**Report Supported By:** Shawn Tracey, Director of Finance and Administration

Terri McKellar, Budget and Accounting Manager

**Superintendent Interpretation:**

* The superintendent must ensure that the financial position does not place undue strain on the ability of the school district to maintain its focus on achieving a balanced budget and preventing loss of services to its stakeholders.
* The Superintendent must ensure that financial management staff follow Generally Accepted Accounting Principles (GAAP, CPA Handbook) and that any material discrepancies are investigated and reported during the financial reporting cycle.

**Justification:**

* The District Education Council has the authority under the Education Act, Sections 36.9(4), 50.2(3) & Regulation 97-150, Sections 7-10, to develop a balanced expenditure plan and follow government accounting requirements for revenues and expenses.
* The Education Act, Section 48(1), outlines the duties of the superintendent. One requirement is to ensure district and provincial policies are followed.
* Regular reporting ensures that Policy 101 Section 6.1.4.2 is followed and that the school district cannot incur deficits in either the capital or operating budgets.

**Compliance:**

* District financial staff prepare and review financial reports regularly, engaging the superintendent as required and upon request.
* The superintendent reviews quarterly reports, presented to the District Education Council by district staff for approval and submission to the Department of Education and Early Childhood Development (EECD) in accordance with the schedule set out by EECD.
* ASD-W ended with a financial deficit of $(3,300,577) for the 2024-25 fiscal year that ended on March 31, 2025. EECD provided coverage of the deficit and brought our ending balance to zero.
* A 2025-2026 fiscal year expenditure plan based on a global budget of $331,316,935 has been submitted to DEC for approval. We have accounted for a budget reduction of $6,216,765 put in place by EECD for this fiscal period. The details of this budget reduction are available in a separate plan. After this adjustment in this fiscal year, we are forecasting a balanced budget. The Education and School Services budget line, which includes Education Support Services (ESS) costs, remains the budget line to monitor closely throughout the year. This is due to the need to staff more Education Assistants than what we are funded for.
* The DEC global budget of $50,000 was sufficient for the 2024-25 fiscal year, finishing with a $21,507.53 surplus. $10 787.65 was used in an investment for physical education equipment when the surplus was anticipated. $35,000 will be earmarked for the 2025-26 fiscal year, which began on April 1, 2025.

**Appendices:**

* Education Act: Section 36.9(4): Authority and responsibilities of District Education Councils

[E-1.12 - Education Act (gnb.ca)](https://laws.gnb.ca/en/document/cs/E-1.12)

* Education Act: Section 50.2(3): School District Budgets and Expenditures

[E-1.12 - Education Act (gnb.ca)](https://laws.gnb.ca/en/document/cs/E-1.12)

* Regulation 97-150: Sections 7-10: Administration

<http://laws.gnb.ca/en/showfulldoc/cr/97-150/#anchorga:s_7>

* Education Act: Section 48: Duties of the Superintendent

[E-1.12 - Education Act (gnb.ca)](https://laws.gnb.ca/en/document/cs/E-1.12)

* Policy 101: Financial Responsibilities of School Districts

<https://www2.gnb.ca/content/dam/gnb/Departments/ed/pdf/K12/policies-politiques/e/101A.pdf>

* **ASD-W DEC Big Picture 24-25 Final Report**
* **ASD-W DEC Budget Summary 24-25 Final Report**
* **ASD-W 2025-2026 Big Picture Expenditure Plan Overview**
* **ASD-W 2025-2026 DEC Expenditure Plan Summary**

***I report compliance with ASD-W-EL4 – Budgeting and Forecasting***

David McTimoney