

Proposed Budget August 1, 2020 - July 31, 2021

The proposed budget for the fiscal year August 1, 2020 - July 31, 2021 is provided in the attachments for approval by members.

The attachments consists of:

- **Page 1:** the proposed budget for 2020-2021 (August 1, 2020 - July 31, 2021)
- **Pages 2 & 3:** expense details for the proposed budget for 2020-2021 (August 1, 2020 - July 31, 2021) with notes explaining variances

Additional explanation is provided for the following:

- **Employment Insurance Rebate:** The Association received Employment Insurance rebates for its members during the 2019-2020 fiscal year in the amount of \$60,181.16. Following a motion of the Board, a bursary program was established to support the postsecondary education for children of active PSAANS members. PSAANS is currently receiving applications from students who graduated in either 2019 or 2020. Eligible students will receive bursaries of \$500.00. Application deadline is October 30, 2020. In addition, the remaining funds from the Employment Insurance rebate will be directed to a professional development fund, as a supplement to Article 60 funding, for all active PSAANS members. Procedures for the administration of this professional development fund are currently being drafted.
- **Accumulated Surplus:** PSAANS currently has an Interim Funding Agreement with the Province of Nova Scotia. This agreement provides for various resources to assist in the startup of the Association. Whether these resources are provided in cash or in kind, their financial impact is measured and reported in the Association's annual financial statements. This Interim Funding Agreement, which expires on July 31, 2021, has enabled PSAANS to retain some of its current revenue for future use. The accumulated surplus funds will help ensure the Association can respond to any unforeseen circumstances in the future.

For further explanation / questions related to the draft budget as presented, please contact Kathryn Burlton by email at kburlton@psaans.ca or by phone at (902) 476-7200.

Public School Administrators Association of Nova Scotia
Proposed Budget for the Fiscal Year August 1, 2020 to July 31, 2021

	Proposed 20/21 Budget	Approved 19/20 Budget	19/20 Actuals
REVENUE			
Membership Dues	714,000	714,000	713,906
EECD Grants	253,000	366,000	415,476
EI Rebate	60,000	60,000	60,181
Conference fees	-	60,000	47,222
Interest and other income	5,000	-	4,412
TOTAL REVENUE	1,032,000	1,200,000	1,241,197
EXPENSES			
Administration	638,600	580,000	592,376
Member Engagement	85,000	205,000	131,015
Governance - Board and Executive	69,000	69,000	34,715
Grants to Members (from EI Rebate)	60,000	-	36,000
TOTAL EXPENSES	852,600	854,000	794,106
Excess of Revenue over Expenses	179,400	346,000	447,091
Previous Year Surplus	686,720	239,629	239,629
Accumulated Surplus	866,120	585,629	686,720

Public School Administrators Association of Nova Scotia

Proposed Budget for the Fiscal Year August 1, 2020 to July 31, 2021

Expense Detail

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	Proposed 20/21 Budget	Approved 19/20 Budget	Actuals 19/20	
Administration				
Audit	5,000	5,000	4,600	
Insurance	2,000	2,000	1,346	
Legal	60,000	60,000	50,543	
Office Expenses	28,000	28,000	17,993	phones, tech support, stationery, amortization
Office Rent	18,600	-	18,620	offsetting revenue in EECD grant
Professional Development (Staff)	8,000	8,000	2,596	
Salaries and benefits	487,000	470,000	481,087	reflects August 2019 economic increase for PSAANS members
Support Services	15,000	-	5,895	part time contracts to support the work of the Association
Travel (Staff)	15,000	7,000	9,696	to respond to demand for a full year
Total Administration	638,600	580,000	592,376	
Member Engagement				
Advertising and Promotion	12,000	-	10,955	establishing public presence (ads for grads and retirees)
Annual Conference & AGM	10,000	150,000	77,770	conference cancelled, virtual AGM will take place
Communications Consultation	13,500	-	-	new initiative
Learning Seminars	10,000	-	-	new initiative
Regional Meetings	8,000	-	-	cost of in-person meetings, should they occur
Retirement Banquet	-	15,000	16,321	event postponed to 2021
Retirement Events (Locals, 2019)	-	-	820	
Retirement Seminars	15,000	10,000	14,237	may have more events this year
Surveys and Voting	8,500	10,000	3,920	two events this year including affiliation vote
Web Site Upgrades	8,000	20,000	6,992	
Total Member Engagement	85,000	205,000	131,015	

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Expense Detail

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	Proposed 20/21 Budget	Approved 19/20 Budget	Actuals 19/20	
Governance - Board and Executive				
Board meetings	45,000	45,000	27,558	cost of in-person meetings, should they resume
Executive expense	12,000	12,000	4,252	
Professional Development	12,000	12,000	2,905	
Total Governance	69,000	69,000	34,715	
Grants to Members (from EI Rebate)				
Members PD Grants	42000	0	0	new initiative
Student Bursaries	18000	0	36000	
	60000	0	36000	