

**MEDICINE HAT SCHOOL DISTRICT NO. 76**

**SITE-BASED INSTRUCTIONAL BUDGETS**

**BACKGROUND**

The Instructional Block of funds allocated to school boards for instruction purposes provides funding for program expenditures and includes the investment in school administration, teachers, instructional support staff, learning resources, supplies, equipment, and furnishings used in the instructional program.

The Instructional Block allows schools collectively to allocate site-moneys for centralized services.

**POLICY**

The Board allocates Instructional Block resources to schools for the purpose of achieving provincial and district desired instructional student achievement and performance results.

Each school shall decide how to utilize the allocated resources to best meet the needs of students.

**GUIDELINES**

1. School councils shall be consulted in the budget process as per Alberta regulations.
2. School allocations shall be prepared through consultation with staff based committees, such as the School Administrators Committee and the Coordinating Committee.
3. All schools and sites shall present a balanced budget and are expected to manage within that budget.
4. Schools or sites will be able to re-allocate human resources subject to approval of the superintendent or designate.
5. It is recognized that sufficient personnel are required to carry out instructional district programs and district policies. The Superintendent or designate may exercise discretion in the assignment of personnel within budget allocations.

**Approved & Adopted:  
September 7, 2004**

**Reviewed:  
October 24, 2017**

**REFERENCES**

- 411 P 001 – Allocation of Instructional Block Resources and Respective Responsibilities
- 411 P 002 – Site Based Staffing Allocations
- 411 P 003 – Inclusive Education Allocation
- 411 E 001 – Site-Based Budgets
- 411 E 002 – Instrument User Fee Rental Rates