

	<b>JDSB Semi-Annual School Council Report 2018-2019</b>	
	For Period August 1, 2018 to March 31, 2019	
SUBMISSION DATE: School Councils Due Date - April 15, 2019		

SCHOOL NAME Victoria Park Elementary DATE PREPARED March 31 2019  
 WARD and/or LN \_\_\_\_\_ COST CENTER GROUP # (1-XXXX) \_\_\_\_\_

		Account #1	Account #2
1	AUGUST 1, 2017 Opening Register Balance Amount must equal Register ending balance as of July 31, 2018	11,170.77	-
2	Add INFLOWS: from Cash Flow Report Gross Revenue August 1, 2018 to March 31, 2019	Do not enter or alter amounts in shaded area	
	Field Trip Income/Revenue		-
	Fundraising External Charity Income/Revenue		-
	Student Activity Fees & Resources Income/Revenue		-
	Other Income/Revenue	8,195.44	-
	Capital Assets Revenue (Only a total Capital Revenue greater than \$5000)		-
	<b>TOTAL INFLOWS</b>	<b>8,195.44</b>	<b>-</b>
3	Subtract OUTFLOWS: from Cash Flow Report Gross Expenses August 1, 2018 to March 31, 2019	Do not enter or alter amounts in shaded area	
	Donation External Charity Expense		-
	Field Trip Expense		-
	Student Activity Fees & Resources Expense		-
	Other Expense	6,084.28	-
	Capital Assets Expense (Only a total Capital Expense greater than \$5000)		-
	Trust Share adjustment (For accounts opened in reporting period)		-
	<b>TOTAL OUTFLOWS</b>	<b>6,084.28</b>	<b>-</b>
4	March 31, 2018 Ending Quicken Register Balance Calculated amount must equal Register ending Balance as of March 31, 2019	14,301.92	-

FIGURES ENTERED IN THIS FORM AUTOMATICALLY CALCULATE

List amounts of other cash balances as of the ending date of each Report

	\$	\$
GIC's	-	-
Term Deposits	-	-
Equity balance = Share Capital/Trust Shares + Dividends (found on PACE Statement)	198.97	-
List other loans and/or debts	-	-
<b>TOTAL Quicken Balance + Investments - loans/debts</b>	<b>14,498.89</b>	<b>-</b>

Principal Name Elizabeth Faller  
 Council Chair George Petrovic  
 Council Treasurer Peter Plumtre

Principal's Signature [Signature]  
 Chair's Signature: [Signature]  
 Treasurer's Signature: [Signature]

Please **ATTACH** the following documents:

- |                                   |   |                                     |
|-----------------------------------|---|-------------------------------------|
| A. Copy of Bank Statement         | (March 2019 Bank Statements with images of March 2019 cancelled cheques)                                  | <input checked="" type="checkbox"/> |
| B. Copy of Reconciliation Summary | (Manual or Accounting Program Reconciliation Detailed Summary Report for March 2019)                      | <input checked="" type="checkbox"/> |
| C. Cash Flow Report               | (Income and Expense (Cash Flow) Summary from August 1, 2018 to March 31, 2019)                            | <input checked="" type="checkbox"/> |
| D. Register                       | (Manual or Accounting Program Register of daily financial activity from August 1, 2018 to March 31, 2019) | <input checked="" type="checkbox"/> |
| E. Copy Investment Statements     | (Provide copies of GIC's, Term Deposits, Share Capital Investments, et al.)                               | <input checked="" type="checkbox"/> |

**Submission Instructions**

- 1) Complete Reconciliation from A to E (above) and the School Council Semi-Annual Report as one complete set and send to [semiannualreport@tdsb.on.ca](mailto:semiannualreport@tdsb.on.ca)  
 2) School Administrator and the School Council is to maintain a copy of the completed Semi-Annual Report.

**Tip:** 1) Send only Bank Statement and Reconciliation Summary for the last month of the reporting period, 2) Reconciliation Summary must be the "All transaction" (4-page) format for Quicken users, 3) always complete this template electronically (not by hand), 4) refrain from changing the format of this form 5) refrain from including Donations processed by the Board and is recorded in the Budget, 6) when submitting your excel documents, format the document to print on a page and 7) may ask school staff to scan/send as one complete package to mailbox.