

**AUDITED
FINANCIAL STATEMENTS
and Supporting Schedules
FOR THE YEAR ENDED AUGUST 31, 2003**
[School Act, Sections 147(2)(a), 148, 151(1) and 276]

HORIZON SCHOOL DIVISION NO. 67

Name of School Jurisdiction

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Mailing Address

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SCHOOL JURISDICTION MANAGEMENT'S RESPONSIBILITY FOR FINANCIAL REPORTING

The financial statements and supporting schedules _____ HORIZON SCHOOL DIVISION NO. 67
(Name of School Jurisdiction)

presented to Alberta Learning have been prepared by school jurisdiction management which has responsibility for their preparation, integrity and objectivity. The financial statements and schedules, including notes, have been prepared in accordance with generally accepted accounting principles and Ministerial requirements for Alberta school jurisdictions.

In fulfilling its reporting responsibilities, management has maintained internal control systems and procedures designed to provide reasonable assurance that the school jurisdiction's assets are safeguarded, that transactions are executed in accordance with appropriate authorization and that accounting records may be relied upon to properly reflect the school jurisdiction's transactions. The effectiveness of the control systems is supported by the selection and training of qualified personnel, an organizational structure that provides an appropriate division of responsibility and a strong budgetary system of control.

Board of Trustees Responsibility

The ultimate responsibility for the financial statements lies with the Board of Trustees. The Board reviewed the financial statements with management in detail and the Board approved the financial statements for release.

External Auditors

The Board appoints external auditors to audit the financial statements and meets with the auditors to review their findings. The external auditors have full and free access to school jurisdiction records.

Declaration of Management and Board Chairman

To the best of our knowledge and belief, these financial statements and supporting schedules reflect, in all material respects, the financial position and results of operations and cash flows for the year in accordance with generally accepted accounting principles and Ministerial requirements for Alberta school jurisdictions.

BOARD CHAIRMAN

Margaret O'Hara

Name

"Original signed by"

Signature

SUPERINTENDENT

Eric Johnson

Name

"Original signed by"

Signature

SECRETARY TREASURER OR TREASURER

John Rakai

Name

"Original signed by"

Signature

20-Nov-03

Board-approved Release Date

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To the Board of Trustees
Horizon School Division No. 67:

We have audited the statement of financial position of the Horizon School Division No. 67 as at August 31, 2003 and the statements of revenues and expenses, cash flows, changes in net assets and capital allocations for the year then ended. These financial statements are the responsibility of the school division's management. Our responsibility is to express an opinion on these financial statements based on our audit.

We conducted our audit in accordance with Canadian generally accepted auditing standards. Those standards require that we plan and perform the audit to obtain reasonable assurance as to whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation.

In our opinion, these financial statements present fairly, in all material respects, the financial position of the school division as at August 31, 2003 and the results of its operations, changes in cash flows, net assets and capital allocations for the year then ended in accordance with Canadian generally accepted accounting principles.

Our audit was conducted for the purpose of forming an opinion on the basic financial statements taken as a whole. The supplementary information included in Schedules A through G is presented for purposes of additional analysis and is not a required part of the basic financial statements. Such supplementary information has been subjected to the auditing procedures applied in the audit of the basic financial statements and in our opinion, is fairly stated, in all material respects, in relation to the basic financial statements taken as a whole.

Taber, Alberta
November 4, 2003



Chartered Accountants

STATEMENT OF FINANCIAL POSITION
as at August 31

(in dollars)

	2003	2002
ASSETS		
Current assets		
Cash and temporary investments	\$7,901,468	\$9,127,984
Accounts receivable (net after allowances)	\$771,578	\$782,530
Prepaid expenses	\$0	\$11,667
Other current assets	\$0	\$0
Total current assets	\$8,673,046	\$9,922,181
School generated assets	\$678,628	\$633,842
Trust assets	\$0	\$0
Long term accounts receivable	\$0	\$0
Capital assets		
Land	\$501,092	\$380,946
Buildings	\$24,760,794	
Less: accumulated amortization	(\$11,261,536)	\$13,499,258
Equipment	\$1,314,925	
Less: accumulated amortization	(\$748,685)	\$566,240
Vehicles	\$501,610	
Less: accumulated amortization	(\$312,972)	\$188,638
Total capital assets	\$14,755,228	\$13,865,079
TOTAL ASSETS	\$24,106,902	\$24,421,102
LIABILITIES		
Current liabilities		
Bank indebtedness	\$0	\$0
Accounts payable and accrued liabilities	\$209,864	\$180,995
Deferred revenue	\$306,333	\$871,495
Deferred capital allocations	\$1,538,033	\$1,817,720
Current portion of all long term debt	\$193,197	\$248,631
Total current liabilities	\$2,247,427	\$3,118,841
School generated liabilities	\$678,628	\$633,842
Trust liabilities	\$0	\$0
Employee future benefits liability	\$0	\$0
Long term debt		
Supported: Debentures and other supported debt	\$1,287,595	\$1,536,226
Less: Current portion of supported debt	(\$193,197)	(\$248,631)
Unsupported: Debentures and Capital Loans	\$0	\$0
Capital Leases	\$0	\$0
Mortgages	\$0	\$0
Less: Current portion of unsupported debt	\$0	\$0
Unamortized capital allocations	\$10,478,402	\$9,775,889
Total long term liabilities	\$12,251,428	\$11,697,326
TOTAL LIABILITIES	\$14,498,855	\$14,816,167
NET ASSETS		
Unrestricted net assets	\$3,776,267	\$3,637,325
Operating Reserves	\$2,116,319	\$2,131,746
Accumulated Operating Surplus (Deficit)	\$5,892,586	\$5,769,071
Investment in capital assets	\$2,989,232	\$2,552,964
Capital Reserves	\$726,229	\$1,282,900
Total Capital Funds	\$3,715,461	\$3,835,864
Total net assets	\$9,608,047	\$9,604,935
TOTAL LIABILITIES AND NET ASSETS	\$24,106,902	\$24,421,102

Note: Input "(Restated)" in 2002 column heading where comparatives are not taken from the finalized 2001-2002 Audited Financial Statements.

STATEMENT OF REVENUES AND EXPENSES
for the Year Ended August 31
(in dollars)

	Actual 2003	Budget 2003	Actual 2002
REVENUES			
Alberta Learning	\$23,805,098	\$22,549,653	\$23,753,362
Alberta Infrastructure	\$2,839,635	\$2,553,160	\$1,535,830
Alberta Finance	\$149,171	\$149,171	\$174,224
Other Government of Alberta	\$42,029	\$66,000	\$128,767
Federal Government and/or First Nations	\$0	\$0	\$0
Other Alberta school authorities	\$0	\$0	\$0
Out of province authorities	\$0	\$0	\$0
Alberta Municipalities (excluding supplementary requisitions)	\$0	\$0	\$0
Instruction resource fees	\$250,697	\$240,575	\$228,195
Transportation fees	\$12,627	\$12,625	\$12,627
Other sales and services	\$62,078	\$105,300	\$56,238
Investment income	\$261,373	\$186,755	\$240,974
Gifts and donations	\$129,043	\$0	\$141,679
Rentals of facilities	\$11,689	\$10,175	\$12,535
Net school generated funds	\$985,364	\$750,000	\$1,042,691
Gains on disposal of capital assets	\$16,765	\$0	\$1,454
Amortization of capital allocations	\$416,945	\$364,887	\$364,886
Total Revenues	\$28,982,514	\$26,988,301	\$27,693,462
EXPENSES			
Certificated salaries	\$13,640,787	\$13,246,400	\$12,609,113
Certificated benefits	\$1,463,148	\$1,418,534	\$1,358,503
Uncertificated salaries and wages	\$4,585,174	\$4,500,044	\$4,281,796
Uncertificated benefits	\$719,152	\$639,536	\$655,055
Services, contracts and supplies	\$6,702,353	\$6,775,206	\$6,794,080
Net school generated funds	\$985,364	\$750,000	\$1,042,691
Capital and debt services			
Amortization of capital assets			
Supported	\$416,945	\$364,887	\$364,886
Unsupported	\$271,667	\$251,395	\$266,273
Total Amortization of capital assets	\$688,612	\$616,282	\$631,159
Interest on capital debt			
Supported	\$149,171	\$149,171	\$174,224
Unsupported	\$0	\$0	\$0
Total Interest on capital debt	\$149,171	\$149,171	\$174,224
Other interest charges	\$0	\$0	\$0
Losses on disposal of capital assets	\$45,642	\$0	\$17,031
Total Expenses	\$28,979,403	\$28,095,173	\$27,563,652
SURPLUS (DEFICIT) OF REVENUES OVER EXPENSES BEFORE FUNDING ALLOCATED FOR CAPITAL PURPOSES AND EXTRAORDINARY ITEM			
	\$3,111	(\$1,106,872)	\$129,810
Block BQRP revenue used for capital purposes	\$0	\$0	\$0
Block MOD revenue used for capital purposes	\$0	\$0	\$0
1999 One-time grant revenue used for capital purposes	\$0	\$0	\$0
Extraordinary Item	\$0	\$0	\$0
SURPLUS (DEFICIT) OF REVENUES OVER EXPENSES	\$3,111	(\$1,106,872)	\$129,810

Note: Input "(Restated)" in Budget 2003 and/or Actuals 2002 column headings where comparatives are not taken from the respective finalized 2002-2003 Budget Report and/or finalized 2001-2002 Audited Financial Statements.

STATEMENT OF CASH FLOWS
for the Year Ended August 31

(in dollars)

	2003	2002
CASH FLOWS FROM:		
A. OPERATIONS		
Surplus (deficit) of revenues over expenses for the year	\$3,111	\$129,810
Add (Deduct) items not requiring cash:		
Amortization of capital allocations revenue	(\$416,945)	(\$364,886)
Total amortization expense	\$688,612	\$631,159
Gains on disposal of capital assets	(\$16,765)	(\$1,454)
Losses on sale of capital assets	\$45,642	\$17,031
Changes in accrued accounts:		
Accounts receivable	\$10,952	(\$195,738)
Prepays and other current assets	\$11,667	(\$11,667)
Payables and accrued liabilities	\$28,869	(\$882,132)
Deferred revenue	(\$565,162)	\$50,126
Employee future benefit expense (recovery)	\$0	\$0
Other (describe)	\$0	\$0
Total sources (uses) of cash from Operations	(\$210,019)	(\$627,751)
B. INVESTING ACTIVITIES		
Purchases of capital assets		
Land	(\$120,147)	\$0
Buildings	(\$1,307,352)	(\$2,082,317)
Equipment	(\$205,601)	(\$207,218)
Vehicles	(\$27,503)	(\$37,779)
Net proceeds from disposal of capital assets	\$52,966	\$11,483
Other (describe)	\$0	\$0
Total sources (uses) of cash from Investing activities	(\$1,607,637)	(\$2,315,831)
C. FINANCING ACTIVITIES		
Capital allocations received	\$591,140	\$2,923,011
Issue of long term debt	\$0	\$0
Repayment of long term debt	(\$248,631)	(\$287,543)
Add back: supported portion	\$248,631	\$287,543
Other (describe)	\$0	\$0
Total sources (uses) from Financing activities	\$591,140	\$2,923,011
Net sources (uses) of cash equivalents* during year	(\$1,226,516)	(\$20,571)
Cash Equivalents at the beginning of the year	\$9,127,984	\$9,148,555
Cash Equivalents at the end of the year	\$7,901,468	\$9,127,984

Notes: Cash equivalents consist of cash and temporary investments net of bank indebtedness.
Input "(Restated)" in 2002 column heading where not taken from the finalized 2001-2002 Audited Financial Statements.

STATEMENT OF CHANGES IN NET ASSETS
for the Year Ended August 31, 2003
(in dollars)

School Jurisdiction Code: 1045

	(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	(12)	(13)	(14)	(15)
	TOTAL	INVESTMENT	UNRESTRICTED	TOTAL	RESTRICTED NET ASSETS										
	NET ASSETS	IN CAPITAL	NET	NET ASSETS	School Based		Alberta Infrastructure			Board & System Admin.		Transportation		External Services	
(Columns 2+3+4)	ASSETS	ASSETS	Columns 5 to 15	Unsupported Operating Reserves	Unsupported Capital Reserves	Unsupported O & M Operating Reserves	Supported School Capital Reserves	Unsupported Capital Reserves	Unsupported Operating Reserves	Unsupported Capital Reserves	Unsupported Operating Reserves	Unsupported Capital Reserves	Unsupported Operating Reserves	Unsupported Capital Reserves	
Balance at August 31, 2002	\$9,604,935	\$2,552,964	\$3,637,325	\$3,414,646	\$2,121,746	\$0	\$0	\$0	\$0	\$10,000	\$0	\$0	\$1,282,900	\$0	\$0
Prior period adjustments (describe)															
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Adjusted Balance, Aug.31, 2002	\$9,604,935	\$2,552,964	\$3,637,325	\$3,414,646	\$2,121,746	\$0	\$0	\$0	\$0	\$10,000	\$0	\$0	\$1,282,900	\$0	\$0
Surplus(def) of revenue over expenses	\$3,111		\$3,111												
Block BQRP funded capital transactions		\$0	\$0												
Block MOD funded capital transactions		\$0	\$0												
Board funded capital transactions		\$789,777	(\$736,811)	(\$52,966)		(\$52,966)	\$0	\$0	\$0	\$0	\$0	\$0		\$0	\$0
Donations of non-amortizable assets	\$0	\$0													
Amortization of capital assets		(\$688,612)	\$688,612												
Amortization of capital allocations		\$416,945	(\$416,945)												
Disposal of unsupported capital assets	\$0	(\$81,842)	\$28,877	\$52,966		\$52,966		\$0		\$0			\$0		\$0
Disposal of supported capital assets	\$0	\$0	\$0			\$0		\$0		\$0			\$0		\$0
Debt principal payments (unsupported)		\$0	\$0												
Net transfers to operating reserves			(\$724,233)	\$724,233	\$719,233		\$0			\$5,000		\$0		\$0	
Net transfers from operating reserves			\$739,660	(\$739,660)	(\$739,660)		\$0			\$0		\$0		\$0	
Net transfers to capital reserves			\$0	\$0		\$0		\$0		\$0		\$0			\$0
Net transfers from capital reserves			\$556,671	(\$556,671)		\$0		\$0		\$0		\$0	(\$556,671)		\$0
Balance at August 31, 2003	\$9,608,046	\$2,989,232	\$3,776,267	\$2,842,548	\$2,101,319	\$0	\$0	\$0	\$0	\$15,000	\$0	\$0	\$726,229	\$0	\$0

**STATEMENT OF CAPITAL ALLOCATIONS
(SUPPORTED CAPITAL FINANCING ONLY)
for the Year Ended August 31, 2003
(in dollars)**

	Deferred Capital Allocations	Unamortized Capital Allocations
Balance at August 31, 2002	\$1,817,720	\$9,775,889
Prior period adjustment		
Adjusted balance, August 31, 2002	\$1,817,720	\$9,775,889
Add:		
Capital allocations from:		
AB Infrastructure - New/Modernization Projects	\$561,545	
Other Government of Alberta	\$0	
Federal Government and/or First Nations	\$0	
Other sources	\$0	
Interest earned on provincial government capital allocations	\$29,595	
Other capital grants and donations	\$0	
Proceeds on disposal of supported capital assets	\$0	
Insurance proceeds	\$0	
Donated capital assets (depreciable, at Fair Market Value)		\$0
Transferred in capital assets (depreciable, at Net Book Value)		
Current Year Debenture Principal Repayment		\$248,631
Expended capital allocations - current year	(\$870,827)	\$870,827
Less:		
Unamortized Capital Allocation affected by a disposal through transfer out		
Capital allocations amortized to revenue		\$416,945
Balance at August 31, 2003	\$1,538,033	\$10,478,402

Note: Input "(Restated)" beside Balance at August 31, 2002 where not taken from the finalized 2001-2002 Audited Financial Statements.

HORIZON SCHOOL DIVISION NO. 67
NOTES TO THE FINANCIAL STATEMENTS
AUGUST 31, 2003

1. Authority and Purpose

The School Jurisdiction delivers education programs under the authority of the School Act, Chapter S-3, Statutes of Alberta, January 1, 2002.

The School Jurisdiction received block allocations for instructions and support under Regulation 72/95. The regulation limits funding and expenses for administration. It permits the School Jurisdiction, within specified limits, to reallocate funding between the instruction and support blocks.

2. Summary of Significant Accounting Policies

These financial statements have been prepared in accordance with Canadian generally accepted accounting principals and accounting policies consistent with those prescribed by Alberta Learning for Alberta school jurisdictions. The precise determination of many assets and liabilities is dependent on future events. As a result, the preparation of financial statements for a period involves the use of estimates and approximations, which have been made using careful judgment. Actual results could differ from those estimates and approximations. The financial statements have, in management's opinion, been properly prepared within reasonable limits of materiality and within the framework of the accounting policies summarized below:

a) Revenue Recognition

Revenue is recognized as follows:

Instruction and support allocations are recognized in the year to which they relate.

Fees for services related to courses and programs are recognized as revenue when such courses and programs are delivered.

Capital allocations from the province or other agencies are recorded as deferred capital allocations until spent. Once spent, they are transferred to unamortized capital allocations which are amortized to revenue on the same basis as the capital asset acquired by the grant.

Unrestricted contributions are recognized as revenue when received or receivable. Contributions in-kind are recorded at fair market value when reasonably determinable.

Externally restricted contributions are deferred and recognized as revenue in the period in which the restriction is complied with. Endowment funds, which are to be retained as net assets are recorded as direct increases in trust assets and liabilities.

b) Capital Assets

Capital assets are recorded at cost and amortized over their estimated useful lives on a straight line basis at the following rates:

Buildings	2.5% to 10%
Equipment	10% and 20%
Vehicles	10% and 20%

c) School Generated Funds

These are funds in the community, which come under the control and responsibility of the school principal and are for school activities. These funds are usually collected and retained at the school for expenditures paid at the school level (e.g. yearbook sales, graduation fees, field trip fees, etc.)

d) Vacation Pay

Vacation pay is accrued in the period in which the employee earns the benefit.

e) Contributed Services

Volunteers contribute a considerable number of hours per year to various schools, which are within the school division to ensure that certain programs are delivered, such as kindergarten, lunch services and the raising of school generated funds. Because of the difficulty of determining their fair value and the fact that such assistance is not otherwise purchased, contributed services are not recognized in the financial statements.

f) Pensions

Pension costs included in these financial statements comprise the cost of employer contributions for current service of employees during the year.

The current service and past service costs of the Alberta Teacher Retirement Fund are met by contributions by active members and the Government of Alberta. Under the terms of the Teachers Pension Plan Act, Horizon School Division No. 67 does not make pension contributions for certificated staff.

The school division participates in the multi-employer pension plan, Local Authorities Pension Plan. The expense for this pension plan is equivalent to the annual contributions of \$79,558 for the year ended August 31, 2003.

g) Financial Instruments

The school jurisdiction's financial instruments consist of cash, accounts receivable, accounts payable and accrued liabilities and long-term debt. It is management's opinion that the school jurisdiction is not exposed to significant interest, currency or credit risks arising from these financial instruments. Unless otherwise noted, the fair values of the financial instruments approximate their carrying values. The school jurisdiction has invested surplus funds in accordance with Section 60 of the School Act and Section 5 of the Trustees Act.

h) Operating and Capital Reserves

Reserves are established at the discretion of the Board of Trustees of the school jurisdiction to set aside funds for future operating and capital expenditures. Such reserves are appropriations of accumulated surplus.

3. ACCOUNTS RECEIVABLES

	2003	2002
Province of Alberta	\$483,578	\$426,511
Federal Government	168,853	205,305
Other	119,147	150,714
Total	\$771,578	\$782,530

4. BANK INDEBTEDNESS

The jurisdiction has negotiated a line of credit in the amount of \$400,000 that bears interest at the bank prime rate. This line of credit, which is secured by a borrowing bylaw and a security agreement, covers all revenue of the jurisdiction. There was no balance outstanding on the line of credit at August 31 2003.

5. ACCOUNTS PAYABLE AND LIABILITIES

	2003	2002
Province of Alberta	\$108,465	\$96,172
Other Trade Payables and Accrued Liabilities	101,219	84,823
Total	\$209,684	\$180,995

6. DEFERRED REVENUE

	2003	2002
2002-03 One Time Equivalent to 3% increase in grants	\$	\$ 105,326
One time Transportation grant	38,700	
Operations and Maintenance	86,744	57,239
A.I.S.I.	59,255	117,302
Kanadier		9,203
Block BQRP Funding	110,951	463,041
Other	10,683	119,384
Total	\$ 306,333	\$ 871,495

7. LONG-TERM DEBT

	Principal	Interest	Total
2003-2004	\$ 193,197	\$ 139,083	\$ 332,280
2004-2005	141,089	119,655	260,744
2005-2006	127,790	104,408	232,198
2006-2007	127,743	90,371	218,114
2007-2008	127,720	76,338	204,058
2008 to maturity	570,056	186,719	756,773
Total	\$1,287,595	\$ 716,574	\$2,004,167

8. DEFERRED CAPITAL ALLOCATIONS

Capital allocations received for capital projects initiated by the jurisdiction have been capitalized. These allocations are amortized on a basis consistent with the capital asset that the allocation funded.

9. UNAMORTIZED CAPITAL ALLOCATIONS

Unamortized capital allocations (UCA) represents the jurisdiction's net investment in capital assets (other than land and equipment) purchased prior to September 1, 1995. The total debenture payments increase the balance in the UCA account, with the amortization expense on related assets acting as a deduction to the account. Transfers from the deferred capital allocation account also increase the balance in the UCA account.

10. COMMITMENTS

a) Building Project

The jurisdiction is committed to further capital expenditures for the addition and modernization of Central School for approximately \$2,800,000 and Chamberlain School for approximately \$4,700,000. It is anticipated that these costs will be fully funded by the capital allocations from Alberta Infrastructure. The jurisdiction is also committed to expenditures for a maintenance shop of approximately \$500,000. These costs will be fully funded by use of Capital Reserves.

b) Service Providers

As at August 31, 2003, the jurisdiction has \$2,200,000 annually for the next four years in commitments relating to transportation service contracts.

11. ECONOMIC DEPENDENCE ON RELATED THIRD PARTY

Horizon School Division No. 67's primary source of income is from the Alberta Government. The Division's ability to continue viable operations is dependent on this funding.

12. CASH FLOW INFORMATION

	<u>2003</u>	<u>2002</u>
Interest paid	\$162,973	\$190,522

13. BUDGET AMOUNTS

The budget was prepared by the school jurisdiction and approved by the Board of Trustees. It is presented for information purposes only and has not been audited.

14. COMPARATIVE FIGURES

The Budget 2003 and Actual 2002 comparative figures have been reclassified where necessary to conform to Actual 2003 presentation.

15. CONTINGENT LIABILITIES

The Division is unaware of any possible claims. In management's opinion, should claims develop, an adverse resolution of these matters would not have a material impact on operations or the jurisdiction's financial position.

**SCHEDULE A to the AFS
ALLOCATION OF REVENUES AND EXPENSES TO PROGRAMS - 2002-2003**

School Jurisdiction Code: _____ 1045

REVENUES	TOTAL	Early Childhood Services	Total Instruction (Grades 1 to 12)	Operations and Maintenance of Schools & Maintenance Shops	Transportation	Board & System Administration			External Services
						Board Governance	System Administration	Total Board & System Admin.	
Alberta Learning allocations									
(1) Instruction block	\$18,496,173	\$956,320	\$17,539,853						
(2) Support block	\$3,691,720				\$2,466,500			\$1,225,220	
(3) Instruction & support block reallocations	\$0	\$0	\$665,383		(\$393,027)			(\$272,356)	\$0
(4) Alberta Initiative for School Improvement (AISI)	\$482,503	\$0	\$482,503						
(5) Student Health Initiative (SHI)	\$137,511	\$0	\$137,511						\$0
(6) Supernet Access	\$0		\$0					\$0	
(7) Teacher Salary Enhancement (TSE)	\$774,000	\$27,322	\$733,365					\$13,313	\$0
(8) Regional P.D. Consortium (6 boards only)	\$0								\$0
(9) Regional Assessment Services (4 boards only)	\$0								\$0
(10) Other Alberta Learning revenues	\$223,191	\$0	\$223,191	\$0	\$0			\$0	\$0
(11) Total Alberta Learning Revenue	\$23,805,098	\$983,642	\$19,781,806	\$0	\$2,073,473			\$966,177	\$0
Alberta Infrastructure									
(12) Expensed Block Mod, Block BQRP support	\$446,237	\$0	\$0	\$446,237					
(13) Operations & Maintenance support	\$2,166,551			\$2,166,551					
(14) Operations & Maintenance support (One-Time)	\$226,847			\$226,847					
(15) Total Alberta Infrastructure Revenue	\$2,839,635	\$0	\$0	\$2,839,635					
(16) Alberta Finance	\$149,171			\$149,171	\$0			\$0	\$0
(17) Other - Government of Alberta	\$42,029	\$0	\$36,404	\$5,625	\$0			\$0	\$0
(18) Federal Government and/or First Nations	\$0	\$0	\$0	\$0	\$0			\$0	\$0
(19) Other Alberta school authorities	\$0	\$0	\$0	\$0	\$0			\$0	\$0
(20) Out of province authorities	\$0	\$0	\$0	\$0	\$0			\$0	\$0
(21) Alberta municipalities (excl. supplementary requisitions)	\$0	\$0	\$0	\$0	\$0			\$0	\$0
(22) Instruction resource fees	\$250,697	\$9,405	\$241,292						
(23) Transportation fees	\$12,627				\$12,627				
(24) Other sales and services	\$62,078	\$0	\$59,298	\$2,780	\$0			\$0	\$0
(25) Investment income	\$261,373	\$0	\$209,098	\$13,069	\$13,069			\$26,137	\$0
(26) Gifts and donations	\$129,043	\$0	\$129,043	\$0	\$0				\$0
(27) Rentals of facilities	\$11,689			\$8,479	\$3,210			\$0	\$0
(28) Net school generated funds	\$985,364		\$985,364					\$0	
(29) Gains on disposal of capital assets	\$16,765		\$9,610	\$7,155	\$0			\$0	\$0
(30) Amortization of capital allocations	\$416,945		\$0	\$416,945	\$0				\$0
(31) TOTAL REVENUES	\$28,982,514	\$993,047	\$21,451,915	\$3,442,859	\$2,102,379			\$992,314	\$0
EXPENSES									
(32) Certificated salaries	\$13,640,787	\$480,981	\$12,924,277				\$235,529	\$235,529	
(33) Certificated benefits	\$1,463,148	\$46,948	\$1,401,571				\$14,629	\$14,629	
(34) Uncertificated salaries and wages	\$4,585,174	\$237,844	\$3,371,446	\$578,180	\$17,372	\$64,677	\$315,655	\$380,332	
(35) Uncertificated benefits	\$719,152	\$30,402	\$534,680	\$87,351	\$3,394	\$1,822	\$61,503	\$63,325	
(36) SUB - TOTAL	\$20,408,261	\$796,175	\$18,231,974	\$665,531	\$20,766	\$66,499	\$627,316	\$693,815	\$0
(37) Services, contracts & supplies	\$6,702,353	\$57,130	\$2,151,224	\$2,133,967	\$2,081,613	\$42,107	\$236,312	\$278,419	
(38) Cost recoveries & transfers (must balance to zero)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
(39) Net school generated funds	\$985,364		\$985,364						
Capital and debt services									
Amortization of capital assets									
(40) Supported	\$416,945	\$0	\$0	\$416,945	\$0		\$0	\$0	\$0
(41) Unsupported	\$271,667	\$0	\$174,342	\$77,245	\$0	\$0	\$20,080	\$20,080	\$0
(42) Total Amortization	\$688,612	\$0	\$174,342	\$494,190	\$0	\$0	\$20,080	\$20,080	\$0
Interest on capital debt									
(43) Supported	\$149,171	\$0	\$0	\$149,171	\$0		\$0	\$0	\$0
(44) Unsupported	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
(45) Other interest charges	\$0	\$0	\$0	\$0	\$0		\$0	\$0	\$0
(46) Losses on disposal of capital assets	\$45,642	\$0	\$45,642	\$0	\$0	\$0	\$0	\$0	\$0
(47) TOTAL EXPENSES	\$28,979,403	\$853,305	\$21,588,546	\$3,442,859	\$2,102,379	\$108,606	\$883,708	\$992,314	\$0
(48) Surplus(deficit) Before Funding Allocated for Capital Purposes	\$3,111	\$139,742	(\$136,631)	\$0	\$0			\$0	\$0
Applicable student numbers/FTE equivalent	3,432.0	250	3,307.0	3,432.0	1,977			3,432.0	
AVERAGE PROGRAM COSTS per student	\$8,444	\$3,413	\$6,528	\$1,003	\$1,063			\$289	

**SCHEDULE B1 to the AFS
INSTRUCTION Grades 1 to 12 Program 2002-2003 Expenses**

EXPENSES	INSTRUCTION (Grades 1 to 12)							
	All Student Instruction	School Admin. & Instruction Support	System Instruction Support	Mildly & Moderately Disabled and Gifted & Talented	Severely Disabled	Alberta Initiative for School Improvement	Student Health Initiative	Total Instruction (Grades 1 to 12)
Certificated salaries	\$10,688,381	\$1,306,903	\$0	\$391,250	\$334,411	\$188,702	\$14,630	\$12,924,277
Certificated benefits	\$1,184,589	\$115,529	\$0	\$46,997	\$34,888	\$19,555	\$13	\$1,401,571
Uncertificated salaries and wages	\$1,010,626	\$608,021	\$0	\$570,867	\$876,999	\$206,182	\$98,751	\$3,371,446
Uncertificated benefits	\$158,011	\$120,038	\$0	\$87,231	\$122,897	\$32,581	\$13,922	\$534,680
SUB - TOTAL REMUNERATION	\$13,041,607	\$2,150,491	\$0	\$1,096,345	\$1,369,195	\$447,020	\$127,316	\$18,231,974
Services, contracts & supplies	\$1,969,020	\$63,709	\$7,953	\$17,302	\$35,317	\$52,804	\$5,119	\$2,151,224
Cost recoveries & transfers	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Net school generated funds	\$985,364							\$985,364
Amortization of capital assets								
Supported	\$0	\$0	\$0					\$0
Unsupported	\$174,342	\$0	\$0					\$174,342
Total Amortization	\$174,342	\$0	\$0					\$174,342
Interest on capital debt								
Supported	\$0	\$0						\$0
Unsupported	\$0	\$0						\$0
Other interest charges	\$0	\$0						\$0
Losses on disposal of capital assets	\$45,642	\$0						\$45,642
TOTAL EXPENSES	\$16,215,975	\$2,214,200	\$7,953	\$1,113,647	\$1,404,512	\$499,824	\$132,435	\$21,588,546
FTE Certificated				7.0	5.0			
FTE Uncertificated				35.3	62.4			

**SCHEDULE B2 to the AFS
INSTRUCTION Grades 1 to 12 Program 2002-2003 Details**

	AB LEARNING INSTRUCTION BLOCK REVENUE	ALBERTA LEARNING OTHER REVENUE	NON-ALBERTA LEARNING REVENUE	INSTRUCTION BLOCK REALLOCATION	TOTAL REVENUE	TOTAL EXPENSES	NET
Basic Instruction	\$14,729,533	\$1,528,343	\$1,428,817	\$665,383	\$18,352,076	\$16,509,509	\$1,842,567
School Admin & Instruction Support Expenses						\$2,214,200	(\$2,214,200)
System Instruction Support Expenses						\$7,953	(\$7,953)
Total Basic Instruction	\$14,729,533	\$1,528,343	\$1,428,817	\$665,383	\$18,352,076	\$18,731,662	(\$379,586)
Sub-Programs & Initiatives							
Severely Disabled	\$1,167,152		\$0		\$1,167,152	\$1,404,512	(\$237,360)
English as a Second Language	\$316,041				\$316,041	\$273,916	\$42,125
Enhanced Opportunities	\$38,000				\$38,000	\$37,359	\$641
First Nations, Metis, and Inuit Education	\$34,444		\$0		\$34,444	\$37,074	(\$2,630)
Institutional Programs	\$0				\$0	\$0	\$0
Sparsity & Distance	\$824,521				\$824,521		\$824,521
Growth & Density	\$39,108				\$39,108		\$39,108
Teacher Assistants Program	\$74,702				\$74,702	\$75,810	(\$1,108)
Early Literacy Initiative (K-2)	\$138,420				\$138,420	\$128,035	\$10,385
Learning Resources Credit & Resources for the Classroom	\$33,282	\$48,227	\$241,292		\$322,801	\$322,801	\$0
Technology Integration	\$142,201		\$0		\$142,201	\$573,659	(\$431,458)
French Language Program & Francisation (all jurisdictions)	\$2,198		\$0		\$2,198	\$2,198	\$0
Home Education	\$251		\$0		\$251	\$1,520	(\$1,269)
Total Sub-Programs & Initiatives	\$2,810,320		\$241,292		\$3,099,839	\$2,856,884	\$242,955
INSTRUCTION, GRADES 1-12 (plus Early Lit. ECS)	\$17,539,853	\$1,576,570	\$1,670,109	\$665,383	\$21,451,915	\$21,588,546	(\$136,631)

**SCHEDULE C to the AFS
SUMMARY OF REVENUE TRANSFERS
BETWEEN ALBERTA LEARNING BLOCK ALLOCATIONS - 2002-2003**

	Early Childhood Services	Instruction (Grades 1 to 12)	Operations and Maintenance	Transportation	Board and System Administration	External Services
Alberta Learning block allocations - Schedule A (Lines 1 & 2)	\$956,320	\$17,539,853		\$2,466,500	\$1,225,220	
Reallocations permitted by the "Funding for School Authorities" manual						
From Instruction block to External Services		\$0				\$0
From ECS component of Instruction block to Transportation (part of the 2% maximum) (Note)	\$0			\$0		
From all or part of maximum 2% of Instruction block to Transportation		\$0		\$0		
Calculation: 2% of \$18,496,173 = \$369,923 \$0						
From Instruction block (Growth & Denisty component) to Transportation		\$0		\$0		
Reallocations directed by the board of trustees						
From Transportation block to Instruction		\$393,027		(\$393,027)		
From Board and System Administration block to:						
(1) Transportation				\$0	\$0	
(2) Instruction		\$272,356			(\$272,356)	
From within the Instruction block and its components:						
(1) Instruction to: Early childhood services (ECS)	\$0	\$0				
(2) ECS to: Instruction	\$0	\$0				
AMOUNTS REFLECTED ON SCHEDULE A (Line 3)	\$0	\$665,383		(\$393,027)	(\$272,356)	\$0

Note: Incremental ECS costs for transportation should normally be recorded as a cost recovery on Schedule A rather than as a revenue transfer on this schedule.

**SCHEDULE D to the AFS
CALCULATION OF MAXIMUM ELIGIBLE EXPENSE LIMITS FOR
BOARD (GOVERNANCE) AND SYSTEM ADMINISTRATION 2002-2003**

STEP 1	
Determine the total eligible revenue which is used as the BASE TOTAL to calculate the maximum eligible expense limits for Board and System Administration	
Total Revenues (Schedule A):	
Instruction Block - Grades ECS -12 (excluding technology integration)	\$18,353,972
Support Block - Transportation	\$2,466,500
SUBTOTAL	\$20,820,472
Other Revenues	
Alberta Infrastructure (Operations & Maintenance and Lease support)	\$2,166,551
Teacher Salary Enhancement	\$774,000
Other Alberta Learning revenues (Describe)	\$0
Other - Government of Alberta (Excluding Alberta Finance)	\$42,029
Federal government/First Nations	\$0
Other Alberta school authorities	\$0
Out of province local authorities	\$0
Alberta municipalities	\$0
Other sales and services	\$62,078
Interest on investments	\$261,373
Rentals of facilities	\$11,689
Gains on disposal of capital assets	\$16,765
Amortization of capital allocations	\$416,945
School generated funds (Schedule E)	\$1,404,528
BASE TOTAL FOR CALCULATING MAXIMUM EXPENSE LIMITS	\$25,976,430
STEP 2	
Calculation of maximum expense limit PERCENTAGE for Board and System Administration expenses	
If "Total Net Enrolled Students" are 6,000 and ov = 4%	5.35%
If "Total Net Enrolled Students" are 2,000 and le = 6%	
The Maximum Expense Limit for Board and System Administration is based on an arithmetical proration for the TOTAL FTE count for grades 1 -12, net of Home Education AND Adult students, between 2,000 to 6,000 at .0005 per FTE. EXAMPLE: 4,500 FTE count grades 1-12 = 6,000 - 4,500 = 1,500 X .0005 = .75% plus 4% = maximum expense limit of 4.75%. Note: Calculation unnecessary if Total FTE is 6,000 or more, and 2,000 & less.	
STEP 3	
Calculate maximum expense limit AMOUNTS for Board and System Administration expenses	
Maximum Expense Limit percentage (Step 2) x Base Total (Step 1)	\$1,389,739
Considerations for Charter Schools and Francophone Boards:	
If Charter School, enter 50,000	0
If Francophone Board, enter 330,000	0
(If none of these considerations apply, leave the above cells blank)	
MAXIMUM EXPENSE LIMIT	\$1,389,739
STEP 4	
Compare maximum expense limit amounts calculated in Step 3 to actual expenses (from Schedule A)	
Actual Board Governance & System Administration expenses	\$992,314
PLUS: transfers to Restricted - Operating (Board/System Administration)	\$5,000
LESS: transfers from Restricted - Operating (Board/System Administration)	\$0
TOTAL BOARD GOVERNANCE & SYSTEM ADMINISTRATION EXPENSES	\$997,314
Maximum Expense Limit for Board & System Administration (Step 3)	\$1,389,739
ACTUAL EXPENSES - OVER(UNDER) MAXIMUM EXPENSE LIMIT	-\$392,425

**SCHEDULE E to the AFS
SOURCE & APPLICATION OF SCHOOL GENERATED FUNDS (SGF) - 2002-2003**

Unexpended SGF - Opening Balance August 31, 2002 (Note 1)	\$633,842
Source of School Generated Funds:	
Total School Generated Funds for the year (Note 2)	\$1,404,528
Less: SGF - related cost recoveries (Note 3)	\$374,378
- capitalized at the District level (Note 4)	\$0
Net Total	\$1,030,150
Plus: Donations Received (Note 5)	\$0
Equals: Net Additions to SGF	\$1,030,150
Net SGF Available for discretionary spending	\$1,663,992
Net SGF revenue and Net SGF expense - per schedule A, lines 28 and 39	
Net expended SGF for discretionary purposes (Note 6)	\$985,364
Unexpended SGF - Closing Balance August 31, 2003	\$678,628
<p>Note 1 Input "(Restated)" beside Balance at August 31, 2002 where not taken from the finalized 2001-2002 Audited Financial Statements.</p> <p>Note 2 Excludes fees collected pursuant to Section 60(2)(j) of the School Act (e.g. instruction materials and technology fees determined by board policy or resolution). This is the amount used to calculate the administrative cap. See Schedule E.</p> <p>Note 3 These are the expenses (a) incurred in generating SGF (e.g. fundraising expenses, printing of tickets, payment to DJ at school dance; cost of goods sold for school cafeteria/servery; staffing and supplies for a dinner; raffle prizes; supplies for a car wash; book fair purchases; meals for lunch program), or (b) collected and disbursed for the benefit of individual students (e.g. cost of field trips for student activities not leading to CEU's). Monies collected for CEU-related activities are not SGF. They are recorded as instruction resource fees.</p> <p>Note 4 All capital items purchased with SGF should be purchased through the District office. As with related cost recoveries, they are not included in the net SGF amounts and should be subtracted out of gross SGF.</p> <p>Note 5 Donations are restricted to cash; gifts in kind are treated as board assets, not SGF. Amounts are net of related expenses.</p> <p>Note 6 Only SGF expended for discretionary purposes are recorded as revenue and expense; unexpended funds are carried forward on the balance sheet to the succeeding year. Any capital items purchased with SGF should be treated in a similar manner as a SGF-related cost recovery and subtracted out of gross SGF.</p>	

**SCHEDULE F to the AFS
Operations and Maintenance Program 2002-2003 Expenses**

EXPENSES	Custodial	Maintenance	Utilities and Telecommunications	Expensed Mod/BQRP & Portable Relocations	Facility Planning & Operations Administration	SUB-TOTAL Operations & Maintenance	Supported Capital & Debt Services	TOTAL Operations and Maintenance
Uncertificated salaries and wages	\$215,867	\$270,270	\$0	\$0	\$92,043	\$578,180		\$578,180
Uncertificated benefits	\$32,997	\$42,593	\$0	\$0	\$11,761	\$87,351		\$87,351
Sub-total Remuneration	\$248,864	\$312,863	\$0	\$0	\$103,804	\$665,531		\$665,531
Contracted Services	\$508,343	\$171,616	\$0	\$362,157	\$2,509	\$1,044,625		\$1,044,625
Supplies	\$121,026	\$111,547	\$0	\$84,090	\$33,644	\$350,307		\$350,307
Electricity			\$311,839			\$311,839		\$311,839
Natural Gas/Heating Fuel			\$264,143			\$264,143		\$264,143
Sewer and Water			\$44,044			\$44,044		\$44,044
Telecommunications			\$4,335			\$4,335		\$4,335
Insurance					\$114,674	\$114,674		\$114,674
Amortization of capital assets								
Supported							\$416,945	\$416,945
Unsupported						\$77,245		\$77,245
Total Amortization						\$77,245	\$416,945	\$494,190
Interest on capital debt								
Supported							\$149,171	\$149,171
Unsupported						\$0		\$0
Other interest charges						\$0		\$0
Losses on disposal of capital assets						\$0		\$0
Cost recoveries & transfers						\$0		\$0
TOTAL EXPENSES	\$878,233	\$596,026	\$624,361	\$446,247	\$254,631	\$2,876,743	\$566,116	\$3,442,859
SQUARE METRES								
School Buildings								53,870.0
Non School Buildings								170.0

Notes:

- Custodial:** All expenses related to activities undertaken to keep the school environment clean and safe.
- Maintenance:** All expenses associated with the repair, replacement and minor construction of buildings, grounds and equipment components. This includes regular and preventative maintenance undertaken to ensure components reach or exceed their life cycle and the repair of broken components.
- Utilities & Telecommunications:** All expenses related to electricity, natural gas and other heating fuels, sewer and water and all forms of telecommunications.
- Expensed Block Mod/BQRP & Portable Relocations:** All expenses associated with non-capital activities related to Block Modernization, Building Quality Restoration Program and portable relocations.
- Facility Planning & Operations Maintenance:** All expenses related to the administration of operations and maintenance including (but not limited to) contract administration, clerical functions, negotiations, supervision of employees and contractors, administration of capital projects (including new schools, BQRP, block modernization and portable relocations), administration of joint-use agreements, and all expenses related to ensuring compliance with health and safety standards, codes and government regulations.
- Supported Capital & Debt Services:** All expenses related to supported capital assets amortization and interest on supported capital debt.

**SCHEDULE G to the AFS
DISCLOSURE OF SALARIES AND BENEFITS - 2002-200:
(SECTION 148.1 OF THE SCHOOL ACT)**

	FTE's	Remuneration	Benefits	Allowances	Performance Bonuses	ERIP's / Other	Total	Expenses
Chairperson:								
Name Grace Giesbrecht	1.0	\$9,925	\$273	\$0	\$0	\$0	\$10,198	\$2,007
Name	0.0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other Board Members:								
Name Derek Baron	1.0	\$9,064	\$249	\$0	\$0	\$0	\$9,313	\$2,338
Name Simon Bekkering	1.0	\$9,227	\$301	\$0	\$0	\$0	\$9,528	\$1,537
Name Sharon Holtman	1.0	\$9,064	\$249	\$0	\$0	\$0	\$9,313	\$1,199
Name Bruce Francis	1.0	\$9,064	\$249	\$0	\$0	\$0	\$9,313	\$1,015
Name Marie Logan	1.0	\$9,064	\$249	\$0	\$0	\$0	\$9,313	\$2,131
Name Margaret O'Hara	1.0	\$9,269	\$252	\$0	\$0	\$0	\$9,521	\$3,270
Name	0.0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Name	0.0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Name	0.0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Name	0.0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Name	0.0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Name	0.0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Name	0.0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Name	0.0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Name	0.0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Name	0.0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Name	0.0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Name	0.0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Name	0.0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Name	0.0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Subtotal	7.0	\$64,677	\$1,822	\$0	\$0	\$0	\$66,499	\$13,497
Superintendent	1.0	\$125,000	\$7,045	\$0	\$0	\$0	\$132,045	\$0
Superintendent	0.0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Secretary/Treasurer	1.0	\$87,779	\$14,033	\$0	\$0	\$0	\$101,812	\$0
Secretary/Treasurer Associate Superintendent-Finance & Operations	0.1	\$5,192	\$1,104	\$0	\$0	\$0	\$6,296	\$0
Board Secretary	0.0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Board Secretary	0.0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Board Treasurer	0.0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Board Treasurer	0.0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Certificated Salaries	207.4	\$13,515,787	\$1,456,103	\$0	\$0	\$0	\$14,971,890	
Uncertificated Salaries & Wages	201.4	\$4,427,526	\$702,193	\$0	\$0	\$0	\$5,129,719	
TOTALS		\$18,225,961	\$2,182,300	\$0	\$0	\$0	\$20,408,261	

Note: Please refer to completion information on page 15

SCHEDULE G1 to the AFS
DISCLOSURE OF SALARIES AND BENEFITS (SECTION 148.1 OF THE SCHOOL ACT)
COMPLETION INFORMATION

(1)	Salary and benefits consist of and agree with the amounts properly recorded in the school jurisdiction's payroll records and related object codes for salaries, wages and benefits.
(2)	Remuneration includes regular base salaries, certificated school-based employee allowances outlined in collective agreements, overtime, honoraria, deferred salary leave accruals, lump sum payments EXCEPTING TERMINATION BENEFITS (See #10A below), any other direct cash remuneration EXCEPTING PERFORMANCE PAY (See #10 below).
(3)	Certificated salaries include the aggregate of all payments for certificated staff regardless of the length, nature or definition of the employment agreement. The number of full time equivalent (FTE) staff should be measured as at September 30.
(4)	Uncertificated salaries and wages should be measured in terms of the number of FTE staff employed as at September 30.
(5)	Salary and benefits information should be the aggregate amount covering the same fiscal period as the audited financial statements.
(6)	Salary must include deferred salary accruals.
(7)	Salary includes only payments for services subject to an employer-employee relationship.
(8)	Benefits include the employer's share of all employee benefits and contributions or payments made on behalf of employees including retirement pensions, Canada pension plan (CPP), employment insurance (EI), health care, dental coverage, vision coverage, out of country medical benefits, group life insurance, accidental disability and dismemberment insurance, long and short term disability plans.
(9)	Allowances include all monies paid to an employee as miscellaneous negotiated allowances. This category will include car or travel allowances, isolation allowances, relocation expenses, sabbaticals, special leave with pay, financial and retirement planning services, and club memberships. CERTIFICATED SCHOOL-BASED EMPLOYEE ALLOWANCES , as outlined in collective agreements, are included in Remuneration - NOT Allowances.
(10)	Performance Bonuses include those monies paid to employees of the school authority that are tied to the achievement of some specified goal or objective.
(10A)	Other includes termination benefits ((severance pay, retiring allowances (ERIP's), sick leave and other settlement costs due to loss of employment).
(11)	Expenses will include the reimbursements of travel, subsistence, moving costs, conference fees, etc., paid by the employee or on his/her behalf in performing the responsibilities of employment.
(12)	The superintendent's position disclosure is in terms of one individual who is the Chief Executive Officer. Benefits for the superintendent do not include Alberta Learning contributions to the Teachers Retirement Fund pension plan.
(13)	The secretary-treasurer's position disclosure is in terms of one individual who is the Chief Financial Officer. If the board has not appointed one person to act as secretary-treasurer, then the disclosure is in terms of separate individuals appointed to the Board Treasurer and Board Secretary positions. Benefits for the secretary-treasurer include the Local Authorities Pension Plan contributions.
(13)	A position should include salary, benefits and allowances earned and expenses accrued by an individual who officially acted in a position while it was vacant or was appointed to the position. If a position was vacant and no one acted in the position, the position should not be disclosed.
(14)	Benefits and allowances need not include an amount for automobile, housing or other benefits for which a value cannot be reasonably estimated.
(15)	If a position is occupied by more than one individual during a year, each of those individual's specific expenses and salary, benefits and allowances earned by each of the individuals in the position need be disclosed separately.