

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

**Grande Yellowhead Regional Division 35**

Name of School Jurisdiction

**3656 - 1 ave. , Edson, AB T7E 1S8**

Mailing Address

**780-723-4471 (phone) and 780-723-2414 (fax)**

Telephone and Fax Numbers

**SCHOOL JURISDICTION MANAGEMENT'S RESPONSIBILITY FOR FINANCIAL REPORTING**

The financial statements and supporting schedules Grande Yellowhead Regional Division 35

(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**

**Lynda Akers**

Name

**"Original signed by"**

Signature

**SUPERINTENDENT**

**Dean Lindquist**

Name

**"Original signed by"**

Signature

**SECRETARY TREASURER OR TREASURER**

**Alvin Johnston**

Name

**"Original signed by"**

Signature

**27-Nov-03**

Board-approved Release Date

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# Mergaert, Rathgeber & Barford

Chartered Accountants

## AUDITORS' REPORT

To the Board of Trustees,  
Grande Yellowhead Regional Division No. 35

We have audited the statement of financial position of the Grande Yellowhead Regional Division No. 35 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 jurisdiction'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 jurisdiction as at August 31, 2003, and the results of its operations and 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.

Dated at Edson, Alberta, this 18<sup>th</sup> day of November, 2003.

Signed: 

Address: #201, 6823 - 4 Avenue

Firm: Mergaert, Rathgeber & Barford

Edson, AB T7E 1S9

Accounting Designation: Chartered Accountants

Telephone No.: (780) 723-4428

Fax No.: (780) 723-2343

**STATEMENT OF FINANCIAL POSITION**  
as at August 31

(in dollars)

	2003	2002 Re-stated
<b>ASSETS</b>		
Current assets		
Cash and temporary investments	\$7,943,480	\$8,491,989
Accounts receivable (net after allowances)	\$7,030,597	\$1,244,471
Prepaid expenses	\$459,825	\$530,581
Other current assets	\$171,868	\$77,663
<b>Total current assets</b>	<b>\$15,605,770</b>	<b>\$10,344,704</b>
School generated assets	\$557,020	\$582,380
Trust assets	\$828,272	\$757,369
Long term accounts receivable	\$0	\$0
Capital assets		
Land	\$1,035,589	\$1,091,658
Buildings	\$41,314,050	
Less: accumulated amortization	(\$23,909,631)	\$17,404,419
Equipment	\$11,450,942	
Less: accumulated amortization	(\$10,118,102)	\$1,332,840
Vehicles	\$3,567,130	
Less: accumulated amortization	(\$1,520,668)	\$2,046,462
<b>Total capital assets</b>	<b>\$21,819,310</b>	<b>\$26,341,967</b>
<b>TOTAL ASSETS</b>	<b>\$38,810,372</b>	<b>\$38,026,420</b>
<b>LIABILITIES</b>		
Current liabilities		
Bank indebtedness	\$0	\$0
Accounts payable and accrued liabilities	\$3,317,759	\$3,175,310
Deferred revenue	\$720,889	\$1,173,283
Deferred capital allocations	\$5,797,129	\$0
Current portion of all long term debt	\$953,735	\$1,191,888
<b>Total current liabilities</b>	<b>\$10,789,512</b>	<b>\$5,540,481</b>
School generated liabilities	\$557,020	\$582,380
Trust liabilities	\$828,272	\$757,369
Employee future benefits liability	\$0	\$0
Long term debt		
Supported: Debentures and other supported debt	\$6,350,410	\$8,118,229
Less: Current portion of supported debt	(\$953,735)	(\$1,191,888)
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	\$10,174,752	\$12,850,785
<b>Total long term liabilities</b>	<b>\$16,956,719</b>	<b>\$21,116,875</b>
<b>TOTAL LIABILITIES</b>	<b>\$27,746,231</b>	<b>\$26,657,356</b>
<b>NET ASSETS</b>		
Unrestricted net assets	\$1,278,176	\$1,849,508
Operating Reserves	\$4,305,602	\$3,927,719
Accumulated Operating Surplus (Deficit)	\$5,583,778	\$5,777,227
Investment in capital assets	\$5,294,146	\$5,372,952
Capital Reserves	\$186,217	\$218,885
Total Capital Funds	\$5,480,363	\$5,591,837
<b>Total net assets</b>	<b>\$11,064,141</b>	<b>\$11,369,064</b>
<b>TOTAL LIABILITIES AND NET ASSETS</b>	<b>\$38,810,372</b>	<b>\$38,026,420</b>

**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 Restated	Actual 2002
<b>REVENUES</b>			
Alberta Learning	\$36,020,757	\$35,042,681	\$35,750,715
Alberta Infrastructure	\$5,012,697	\$4,008,462	\$2,193,976
Alberta Finance	\$1,194,929	\$837,039	\$1,439,133
Other Government of Alberta	\$117,268	\$0	\$59,652
Federal Government and/or First Nations	\$13,735	\$0	\$18,754
Other Alberta school authorities	\$115,064	\$110,250	\$141,103
Out of province authorities	\$0	\$0	\$0
Alberta Municipalities (excluding supplementary requisitions)	\$9,040	\$0	\$9,044
Instruction resource fees	\$387,470	\$370,864	\$404,327
Transportation fees	\$23,128	\$17,300	\$21,754
Other sales and services	\$308,742	\$145,000	\$186,308
Investment income	\$262,992	\$70,000	\$254,100
Gifts and donations	\$29,290	\$0	\$9,533
Rentals of facilities	\$18,840	\$0	\$14,470
Net school generated funds	\$389,825	\$481,000	\$301,111
Gains on disposal of capital assets	\$53,458	\$0	\$8,642
Amortization of capital allocations	\$1,405,385	\$1,288,554	\$1,458,609
<b>Total Revenues</b>	<b>\$45,362,620</b>	<b>\$42,371,150</b>	<b>\$42,271,231</b>
<b>EXPENSES</b>			
Certificated salaries	\$20,593,311	\$20,062,487	\$18,309,567
Certificated benefits	\$2,366,256	\$2,170,123	\$2,061,761
Uncertificated salaries and wages	\$7,152,303	\$6,389,498	\$6,425,403
Uncertificated benefits	\$1,757,962	\$1,683,472	\$1,547,747
Services, contracts and supplies	\$9,555,066	\$8,500,540	\$8,521,592
Net school generated funds	\$389,825	\$481,000	\$301,111
<b>Capital and debt services</b>			
Amortization of capital assets			
Supported	\$1,405,385	\$1,288,554	\$1,458,608
Unsupported	\$910,800	\$952,437	\$791,537
Total Amortization of capital assets	\$2,316,185	\$2,240,991	\$2,250,145
Interest on capital debt			
Supported	\$1,194,929	\$837,039	\$1,439,133
Unsupported	\$0	\$0	\$0
Total Interest on capital debt	\$1,194,929	\$837,039	\$1,439,133
Other interest charges	\$3,885	\$6,000	\$8,009
Losses on disposal of capital assets	\$0	\$0	\$0
<b>Total Expenses</b>	<b>\$45,329,722</b>	<b>\$42,371,150</b>	<b>\$40,864,468</b>
<b>SURPLUS (DEFICIT) OF REVENUES OVER EXPENSES BEFORE FUNDING ALLOCATED FOR CAPITAL PURPOSES AND EXTRAORDINARY ITEM</b>			
	\$32,898	\$0	\$1,406,763
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	\$15,144
Extraordinary Item	(\$205,242)	\$0	\$0
<b>SURPLUS (DEFICIT) OF REVENUES OVER EXPENSES</b>	<b>(\$172,344)</b>	<b>\$0</b>	<b>\$1,421,907</b>

**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 re-stated
<b>CASH FLOWS FROM:</b>		
<b>A. OPERATIONS</b>		
Surplus (deficit) of revenues over expenses for the year	(\$172,344)	\$1,421,907
Add (Deduct) items not requiring cash:		
Amortization of capital allocations revenue	(\$1,405,385)	(\$1,458,609)
Total amortization expense	\$2,316,185	\$2,250,145
Gains on disposal of capital assets	(\$53,458)	(\$8,642)
Losses on sale of capital assets	\$0	\$0
Changes in accrued accounts:		
Accounts receivable	(\$5,786,126)	\$604,219
Prepays and other current assets	(\$23,449)	(\$159,278)
Payables and accrued liabilities	\$142,449	(\$425,880)
Deferred revenue	(\$452,394)	\$381,627
Employee future benefit expense (recovery)	\$0	\$0
Other (describe)	\$0	\$0
<b>Total sources (uses) of cash from Operations</b>	<b>(\$5,434,522)</b>	<b>\$2,605,489</b>
<b>B. INVESTING ACTIVITIES</b>		
Purchases of capital assets		
Land	\$0	\$0
Buildings	(\$552,162)	(\$281,525)
Equipment	(\$309,907)	(\$716,515)
Vehicles	(\$654,666)	(\$419,107)
Net proceeds from disposal of capital assets	\$53,458	\$8,642
Other (describe)	\$0	\$0
<b>Total sources (uses) of cash from Investing activities</b>	<b>(\$1,463,277)</b>	<b>(\$1,408,505)</b>
<b>C. FINANCING ACTIVITIES</b>		
Capital allocations received	\$6,349,291	\$226,660
Issue of long term debt	\$0	\$0
Repayment of long term debt	(\$1,767,819)	(\$1,290,547)
Add back: supported portion	\$1,191,888	\$1,290,548
Other (describe) Debentures transferred to Living Waters	\$575,930	\$0
<b>Total sources (uses) from Financing activities</b>	<b>\$6,349,290</b>	<b>\$226,661</b>
<b>Net sources (uses) of cash equivalents* during year</b>	<b>(\$548,509)</b>	<b>\$1,423,645</b>
<b>Cash Equivalents at the beginning of the year</b>	<b>\$8,491,989</b>	<b>\$7,068,344</b>
<b>Cash Equivalents at the end of the year</b>	<b>\$7,943,480</b>	<b>\$8,491,989</b>

**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: 1085

	(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	(12)	(13)	(14)	(15)
	TOTAL NET ASSETS  (Columns 2+3+4)	INVESTMENT IN CAPITAL ASSETS	UNRESTRICTED NET ASSETS	TOTAL RESTRICTED NET ASSETS  Columns 5 to 15	RESTRICTED NET ASSETS										
					School Based		Alberta Infrastructure		Board & System Admin.		Transportation		External Services		
					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
<b>Balance at August 31, 2002</b>	\$11,369,064	\$5,330,459	\$1,849,508	\$4,189,097	\$3,385,168	\$44,338	\$0	\$0	\$31,929	\$105,795	\$72,403	\$479,249	\$70,215	\$0	\$0
Prior period adjustments (describe)															
Equipment purchase was to have	\$0	\$42,493	\$0	(\$42,493)	(\$42,493)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
been Board funded capital covered	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
by operating reserves	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Adjusted Balance, Aug.31, 2002</b>	\$11,369,064	\$5,372,952	\$1,849,508	\$4,146,604	\$3,342,675	\$44,338	\$0	\$0	\$31,929	\$105,795	\$72,403	\$479,249	\$70,215	\$0	\$0
Surplus(def) of revenue over expenses	(\$172,344)		(\$172,344)												
Block BQRP funded capital transactions		\$0	\$0												
Block MOD funded capital transactions		\$0	\$0												
Board funded capital transactions		\$964,573	(\$141,166)	(\$823,407)	(\$63,241)	(\$62,305)	\$0		\$0	\$0	(\$13,979)	(\$330,978)	(\$352,904)	\$0	\$0
Donations of non-amortizable assets	(\$56,069)	(\$56,069)													
Amortization of capital assets		(\$2,316,185)	\$2,316,185												
Amortization of capital allocations		\$1,405,385	(\$1,405,385)												
Disposal of unsupported capital assets	(\$76,510)	(\$76,510)	(\$126,068)	\$126,068		\$0			\$0		\$0		\$126,068		\$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			(\$772,102)	\$772,102	\$715,602		\$0			\$0		\$56,500		\$0	
Net transfers from operating reserves			\$0	\$0	\$0		\$0			\$0		\$0		\$0	
Net transfers to capital reserves			(\$270,452)	\$270,452		\$22,000			\$0		\$0		\$248,452		\$0
Net transfers from capital reserves			\$0	\$0		\$0			\$0		\$0		\$0		\$0
<b>Balance at August 31, 2003</b>	\$11,064,141	\$5,294,146	\$1,278,176	\$4,491,819	\$3,995,036	\$4,033	\$0	\$0	\$31,929	\$105,795	\$58,424	\$204,771	\$91,831	\$0	\$0

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

	<b>Deferred Capital Allocations</b>	<b>Unamortized Capital Allocations</b>
<b>Balance at August 31, 2002</b> Restated UCA	\$0	\$12,850,785
<b>Prior period adjustment</b>	\$0	
<b>Adjusted balance, August 31, 2002</b>	\$0	\$12,850,785
<b>Add:</b>		
<b>Capital allocations from:</b> AB Infrastructure - New/Modernization Projects	\$490,009	
Other Government of Alberta	\$0	
Federal Government and/or First Nations	\$0	
Other sources	\$0	
<b>Interest earned on provincial government capital allocations</b>	\$0	
<b>Other capital grants and donations</b>	\$0	
<b>Proceeds on disposal of supported capital assets</b>	\$5,859,282	
<b>Insurance proceeds</b>	\$0	
<b>Donated capital assets (depreciable, at Fair Market Value)</b>		\$0
<b>Transferred in capital assets (depreciable, at Net Book Value)</b>		\$0
<b>Current Year Debenture Principal Repayment</b>		\$1,191,888
<b>Expended capital allocations - current year</b>	(\$552,162)	\$552,162
<b>Less:</b>		
<b>Unamortized Capital Allocation affected by a disposal through transfer out</b>		\$3,014,698
<b>Capital allocations amortized to revenue</b>		\$1,405,385
<b>Balance at August 31, 2003</b>	\$5,797,129	\$10,174,752

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



**Grande Yellowhead Regional Division No. 35**  
**Notes to the Financial Statement**  
**For The Year Ended August 31, 2003**

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**1. Authority and Purpose**

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

The jurisdiction receives block allocations for instruction, support and capital purposes under Regulation 72/95. The regulation limits funding and expenses charged to administration. It permits the 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 principles (GAAP) 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 judgement. 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 that are amortized to revenue on the same basis as the capital assets acquired by the grant.

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

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 a direct increase in the trust assets and liabilities.

**b) Capital Assets**

Capital assets are reflected in the accounts at cost, and are amortized over their estimated useful lives on a straight-line basis, at the following rates:

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

No amortization is recorded in the year of acquisition. Full amortization is recorded in the year of disposal.

Only capital assets with costs in excess of \$5,000 are capitalized. Any capital allocations received for asset additions are amortized over the same period as the related assets.

**Grande Yellowhead Regional Division No. 35**  
**Notes to the Financial Statement**  
**For The Year Ended August 31, 2003**

2. **Summary of Significant Accounting Policies - continued**

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.

d) Inventories

Inventories are recorded at the lesser of cost and net realizable value.

e) Vacation Pay and Banked Overtime

Vacation pay and banked overtime are accrued in the period in which the employee earns the benefit.

f) Contributed Services

Volunteers contribute a considerable number of hours per year to various schools to ensure that certain programs are delivered. Because of the difficulty in determining the fair value of these contributed services and of the fact that such assistance is generally not otherwise purchased, contributed services are not recognized in the financial statements.

g) Pension Obligation

The school board participates in a multi-employer pension plan, Local Authorities Pension Plan. The expense for this pension plan is equivalent to the annual employer contributions for current service of \$295,277 for the year ended August 31, 2003.

The current 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, the Grande Yellowhead Regional Division 35 does not make pension contributions for certificated staff.

h) Prepaid Expenses

Certain expenditures incurred and paid before the close of the school year are for specific school supplies, which will be consumed subsequent to the year-end, and are accordingly recorded as prepaid expenses. Certain insurance expenses fall into this category.

i) Financial Instruments

The jurisdiction's financial instruments consist of cash and temporary investments, accounts receivable, accounts payable, accrued liabilities, and long-term debt. It is management's opinion that the jurisdiction is not exposed to significant interest, currency or credit risks arising from these financial instruments. Unless otherwise noted, the fair values of these financial instruments approximate their carrying values. The jurisdiction has invested surplus funds in accordance with Section 44 of the School Act and Section 5 of the Trustees Act.

j) Operating and Capital Reserves

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

k) Employee Future Benefits

The jurisdiction has accounted for the future cost of employee benefits.

3. **Cash and Temporary Investments**

	2003	2002
Cash in Bank	2,810,832	488,779
Petty Cash Trust	3,160	3,210
Term Deposits*	5,129,488	8,000,000
<b>Total</b>	<b>7,943,480</b>	<b>8,491,989</b>

**Grande Yellowhead Regional Division No. 35**  
**Notes to the Financial Statement**  
**For The Year Ended August 31, 2003**

3. **Cash and Temporary Investments (continued)**

\*The term deposits are as follows:

	Principal	Interest Rate	Maturity Date
	232,338	2.72%	Sept 30, 2003
	3,000,000	2.72%	Sept 30, 2003
	397,150	2.72%	Sept 30, 2003
	1,500,000	3.52%	April 16, 2004
<b>Total:</b>	<b>5,129,488</b>		

4. **Accounts Receivable**

	2003	2002 Restated
Provincial Government	4,086,129	877,636
Federal Government	182,897	154,541
Other	55,783	181,063
School Authorities	2,705,788	31,231
<b>Total</b>	<b>7,030,597</b>	<b>1,244,471</b>

With the closure and transfer of Roche Miette School in Hinton and Jubilee Junior High School in Edson to Living Waters Catholic Regional Division effective August 31, 2003, a receivable is recognized for the residual value of the two schools.

Alberta Infrastructure:

Residual value of Jubilee Junior High                     \$3,160,742

Living Waters Catholic Regional Division:

Residual value of Roche Miette                                     \$2,698,540

Equipment purchases   \$ 7,248

\$2,705,788

5. **Prepaid Expenses**

	2003	2002
Insurance	88,292	105,962
Expenses- School/Other	371,533	424,619
<b>Total</b>	<b>459,825</b>	<b>530,581</b>

6. **Other Current Assets**

	2003	2002
Inventory	171,748	77,543
A.M.F.C. Deposit	120	120
<b>Total</b>	<b>171,868</b>	<b>77,663</b>

7. **Trust Assets and Liabilities**

	2003	2002
Carmichael Endowment Fund (Principal)	406,309	406,309
Carmichael Endowment Fund (Interest)	4,068	6,026
Deferred Salary Plan Contributions	164,596	175,895
Student Health Initiative Trust (Banker Board)	253,299	169,139
<b>Total</b>	<b>828,272</b>	<b>757,369</b>

**Grande Yellowhead Regional Division No. 35  
Notes to the Financial Statement  
For The Year Ended August 31, 2003**

7. **Trust Assets and Liabilities (continued)**

The Carmichael Endowment Fund is held in trust as a scholarship fund for Harry Collinge High School. These funds are held as term certificates at the Royal Bank of Canada. The term deposits are as follows:

Principal	Interest Rate	Maturity Date
80,700	6.00%	September 29, 2003
80,700	6.05%	September 29, 2004
80,742	6.10%	September 29, 2005
80,700	4.65%	September 29, 2006
2,767	4.65%	September 29, 2006
80,700	4.05%	September 29, 2007

The 'Deferred Salary Plan' contributions are held in trust at the Laurentian Bank.

As the 'Banker' Board for Westview Student Health Initiative Partnership, Grande Yellowhead Regional Division holds the residual funds in trust.

8. **Bank Indebtedness**

The Board of Trustees established a Borrowing Resolution with ATB Financial, Edson for \$1,250,000 with interest calculated and paid monthly at a rate of 1/4% below prime. The resolution is passed each fall for a one-year term. There was no balance outstanding on the line-of-credit at August 31, 2003. Included in the line-of-credit, Grande Yellowhead has a ATB Mastercard with a credit limit of \$50,000, bearing interest to be calculated at prime + 2%.

9. **Accounts Payable and Accrued Liabilities**

	2003	2002
Province of Alberta	612,125	471,290
Current Accounts Payable	2,705,634	2,704,020
<b>Total</b>	<b>3,317,759</b>	<b>3,175,310</b>

10. **Deferred Revenue**

	2003	2002
AB Learning 03/04 Funding	45,900	132,328
2003 BQRP	0	163,834
2004 BQRP	368,440	459,418
2002 Block Modernization	0	256,890
Alberta Initiative for School Improvement	0	84,028
Student Health Initiative (Infrastructure Funding)	46,303	56,766
Other	29,078	20,019
Technology Integration Funds (2003)	231,168	
<b>Total</b>	<b>720,889</b>	<b>1,173,283</b>

11. **Long-Term Debt**

a) Debenture Debt - Supported

The debentures were acquired to finance buildings constructed by the jurisdiction. The debenture debt is fully supported by Alberta Finance. The current portion of long-term debt consists entirely of amounts payable by Alberta Finance on supported debt; therefore, the working capital (current assets minus current liabilities) is understated by this amount. The debenture debt bears interest at rates varying between 7.375% and 12%. The debt matures over the period 2004 to 2015.

**Grande Yellowhead Regional Division No. 35**  
**Notes to the Financial Statement**  
**For The Year Ended August 31, 2003**

11. **Long-Term Debt (continued)**

	2003			2002
	Total	Current Portion	Long-Term Portion	Long-Term Portion
Alberta Municipal Financing Corporation – debentures	6,350,410	953,735	5,396,675	6,926,341

Principal repayments required in each of the next five fiscal years are as follows:

2003-2004	953,735
2004-2005	781,493
2005-2006	776,993
2006-2007	754,493
2007-2008	754,493

With the transfer of Roche Miette School to Living Waters Catholic Regional Division, the related debentures of \$575,931 were transferred effective August 31, 2003.

b) **Capital Leases – Unsupported**

There are currently no capital leases held by the jurisdiction.

12. **Deferred Capital Allocations**

Capital allocations are received for capital projects initiated by the jurisdiction and approved by Alberta Infrastructure. These allocations are transferred to Unamortized Capital Allocations when capital assets are purchased.

13. **Unamortized Capital Allocations**

Unamortized capital allocations (UCA) represent the jurisdiction's net investment of capital assets purchased prior to September 1, 1995 and the net book value of supported capital assets subsequently purchased (other than land and equipment). 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.

14. **Reserves**

Reserves represent funds allocated for future capital and operating expenditures. The reserves are established and expended in accordance with terms and conditions established by the Board of Trustees.

Operating Reserves	Restated Balance Sept. 1, 2002	Contributions During 2003	Utilized During 2003	Balance Aug. 31, 2003
Schools	2,083,884	107,947	44,579	2,147,252
Instruction – Other	551,398	65,604	0	617,002
Instruction – Technology	707,393	542,051	18,662	1,230,782
Transportation	479,249	56,500	330,978	204,771
System Administration	105,795	0	0	105,795
<b>Total</b>	<b>3,927,719</b>	<b>772,102</b>	<b>394,219</b>	<b>4,305,602</b>
Capital Reserves	Balance Sept. 1, 2002	Contributions During 2003	Utilized During 2003	Balance Aug. 31, 2003
Equipment	72,403	0	13,979	58,424
Vehicles	146,482	396,520	415,209	127,793
<b>Total</b>	<b>218,885</b>	<b>396,520</b>	<b>429,188</b>	<b>186,217</b>
<b>Total operating and capital reserves</b>	<b>4,146,604</b>	<b>1,168,622</b>	<b>823,407</b>	<b>4,491,819</b>

**Grande Yellowhead Regional Division No. 35  
Notes to the Financial Statement  
For The Year Ended August 31, 2003**

15. **Extraordinary Item**

During the previous two fiscal years, the Board incurred \$205,242 of capital costs related to the modernization of Parkland Composite High School and Pine Grove Elementary. In 2002, Alberta Infrastructure did not approve the continuation of these projects.

As part of the Government's new 2003-2006 Capital Plan, Grande Yellowhead Regional Division received approval for modernization of Parkland Composite High and Pine Grove Elementary schools. As a result of the re-structuring of the Government's Capital Plan, there were costs incurred under the previously approved capital projects that were not funded by capital funds. These expenditures in amount of \$205,242 have been recorded as an extraordinary item.

16. **Accrued Professional Improvement leave**

This leave is paid out during a period of professional leave taken by the employee. The remaining amount is to be paid out to the employee upon their leaving employment with the jurisdiction.

17. **Budget Amounts**

The budget was prepared by the school jurisdiction and the Board of Trustees gave approval on June 11, 2002. It is presented for information only and has not been audited.

18. **Comparative Figures**

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

19. **Commitments**

a) Copier Lease

The jurisdiction is committed to the annual lease on copiers with IKON Capital. The jurisdiction entered into a five (5) year lease for copiers placed in the schools and the administration office. Current leases are as follows:

<u>Lease No.</u>	<u>Start Date</u>	<u>Expiry Date</u>	<u>Annual payment</u>
101-0306836-105	June, 2002	June 2007	85,078
101-402189-105	October, 2002	October, 2007	72,965
101-0306528-105	December, 2001	December, 2006	64,576
101-0308170-105	September, 2001	September, 2006	8,015

b) Activity Buses

Four Heritage activity buses have been ordered at a value of \$73,878 each from Corbeil Bus Sales. At August 31, 2003 the manufacturing of these buses had not yet commenced and thus no payable had been incurred. Unrestricted Net Assets will be reduced by \$295,512 when the possession of the activity buses takes place.

c) Construction Contracts

Contracts have been entered into for the project and construction management of the three major modernization projects.

The future commitments on these contracts are

Year 2003/2004	\$179,985
Year 2004/2005	\$ 81,215

**Grande Yellowhead Regional Division No. 35**  
**Notes to the Financial Statement**  
**For The Year Ended August 31, 2003**

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20. **Prior Period Adjustment**

As part of the capital projects undertaken at Parkland Composite High and Pine Grove Elementary, a tower was constructed to transmit telecommunication signals. In 2001-2002, this was reported as 'supported equipment' and amortized through 'Unamortized Capital Allocations'. With the discontinuation of funding on these capital projects, the tower construction has to be treated as 'Board Funded Capital' with 'Technology Operating Reserves' as the source of funds.

The August 31, 2002 ending balances of the 'Statement of Changes in Net Assets' required re-statement; resulting in an increase of \$42,492 in 'Equity in Net Assets' and a reduction to Instruction Operating Reserves by the same amount. Unamortized Capital Allocations and Accounts Receivable decreased by \$42,493 each.

21. **Economic Dependence on Related Third Party**

Grande Yellowhead Regional Division's primary source of income is from the Alberta Government. The Division's ability to continue viable operations is dependent on this funding.

**SCHEDULE A to the AFS  
ALLOCATION OF REVENUES AND EXPENSES TO PROGRAMS - 2002-200:**

School Jurisdiction Code: \_\_\_\_\_ 1085

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.	
<b>Alberta Learning allocations</b>									
(1) Instruction block	\$28,906,698	\$1,439,488	\$27,467,210						
(2) Support block	\$4,465,851				\$2,929,416			\$1,536,435	
(3) Instruction & support block reallocations	\$0	\$0	\$24,194		\$0			(\$24,194)	\$0
(4) Alberta Initiative for School Improvement (AISII)	\$805,879	\$0	\$805,879						
(5) Student Health Initiative (SHI)	\$493,538	\$0	\$459,377						\$34,161
(6) Supernet Access	\$0		\$0					\$0	
(7) Teacher Salary Enhancement (TSE)	\$1,244,000	\$57,258	\$1,162,548					\$24,194	\$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	\$104,791	\$0	\$104,791		\$0			\$0	\$0
<b>(11) Total Alberta Learning Revenue</b>	<b>\$36,020,757</b>	<b>\$1,496,746</b>	<b>\$30,023,999</b>		<b>\$2,929,416</b>			<b>\$1,536,435</b>	<b>\$34,161</b>
<b>Alberta Infrastructure</b>									
(12) Expensed Block Mod, Block BQRP support	\$636,976	\$0	\$0	\$636,976					
(13) Operations & Maintenance support	\$3,979,892			\$3,979,892					
(14) Operations & Maintenance support (One-Time)	\$395,829			\$395,829					
<b>(15) Total Alberta Infrastructure Revenue</b>	<b>\$5,012,697</b>	<b>\$0</b>	<b>\$0</b>	<b>\$5,012,697</b>					
<b>(16) Alberta Finance</b>	<b>\$1,194,929</b>			<b>\$1,194,929</b>	<b>\$0</b>			<b>\$0</b>	<b>\$0</b>
<b>(17) Other - Government of Alberta</b>	<b>\$117,268</b>	<b>\$0</b>	<b>\$36,188</b>	<b>\$81,080</b>	<b>\$0</b>			<b>\$0</b>	<b>\$0</b>
<b>(18) Federal Government and/or First Nations</b>	<b>\$13,735</b>	<b>\$0</b>	<b>\$13,735</b>	<b>\$0</b>	<b>\$0</b>			<b>\$0</b>	<b>\$0</b>
<b>(19) Other Alberta school authorities</b>	<b>\$115,064</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>			<b>\$0</b>	<b>\$115,064</b>
<b>(20) Out of province authorities</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>			<b>\$0</b>	<b>\$0</b>
<b>(21) Alberta municipalities (excl. supplementary requisitions)</b>	<b>\$9,040</b>	<b>\$0</b>	<b>\$9,040</b>	<b>\$0</b>	<b>\$0</b>			<b>\$0</b>	<b>\$0</b>
<b>(22) Instruction resource fees</b>	<b>\$387,470</b>	<b>\$19,912</b>	<b>\$367,558</b>						
<b>(23) Transportation fees</b>	<b>\$23,128</b>				<b>\$23,128</b>				
<b>(24) Other sales and services</b>	<b>\$308,742</b>	<b>\$0</b>	<b>\$210,684</b>	<b>\$20,148</b>	<b>\$76,760</b>			<b>\$1,150</b>	<b>\$0</b>
<b>(25) Investment income</b>	<b>\$262,992</b>	<b>\$11,338</b>	<b>\$213,765</b>	<b>\$13,506</b>	<b>\$14,652</b>			<b>\$9,731</b>	<b>\$0</b>
<b>(26) Gifts and donations</b>	<b>\$29,290</b>	<b>\$0</b>	<b>\$19,290</b>	<b>\$10,000</b>	<b>\$0</b>			<b>\$0</b>	<b>\$0</b>
<b>(27) Rentals of facilities</b>	<b>\$18,840</b>		<b>\$0</b>	<b>\$18,102</b>	<b>\$738</b>			<b>\$0</b>	<b>\$0</b>
<b>(28) Net school generated funds</b>	<b>\$389,825</b>		<b>\$389,825</b>					<b>\$0</b>	
<b>(29) Gains on disposal of capital assets</b>	<b>\$53,458</b>		<b>\$0</b>	<b>\$3,900</b>	<b>\$49,558</b>			<b>\$0</b>	<b>\$0</b>
<b>(30) Amortization of capital allocations</b>	<b>\$1,405,385</b>		<b>\$176,521</b>	<b>\$1,228,864</b>	<b>\$0</b>			<b>\$0</b>	<b>\$0</b>
<b>(31) TOTAL REVENUES</b>	<b>\$45,362,620</b>	<b>\$1,527,996</b>	<b>\$31,460,605</b>	<b>\$7,583,226</b>	<b>\$3,094,252</b>			<b>\$1,547,316</b>	<b>\$149,225</b>
<b>EXPENSES</b>									
<b>(32) Certificated salaries</b>	<b>\$20,593,311</b>	<b>\$853,982</b>	<b>\$19,230,663</b>				<b>\$508,666</b>	<b>\$508,666</b>	<b>\$0</b>
<b>(33) Certificated benefits</b>	<b>\$2,366,256</b>	<b>\$98,542</b>	<b>\$2,231,803</b>				<b>\$35,911</b>	<b>\$35,911</b>	<b>\$0</b>
<b>(34) Uncertificated salaries and wages</b>	<b>\$7,152,303</b>	<b>\$292,656</b>	<b>\$4,671,678</b>	<b>\$871,670</b>	<b>\$865,253</b>	<b>\$85,966</b>	<b>\$360,287</b>	<b>\$446,253</b>	<b>\$4,793</b>
<b>(35) Uncertificated benefits</b>	<b>\$1,757,962</b>	<b>\$83,267</b>	<b>\$1,173,858</b>	<b>\$177,808</b>	<b>\$206,670</b>	<b>\$26,744</b>	<b>\$87,282</b>	<b>\$114,026</b>	<b>\$2,333</b>
<b>(36) SUB - TOTAL</b>	<b>\$31,869,832</b>	<b>\$1,328,447</b>	<b>\$27,308,002</b>	<b>\$1,049,478</b>	<b>\$1,071,923</b>	<b>\$112,710</b>	<b>\$992,146</b>	<b>\$1,104,856</b>	<b>\$7,126</b>
<b>(37) Services, contracts &amp; supplies</b>	<b>\$9,555,066</b>	<b>\$88,494</b>	<b>\$2,916,818</b>	<b>\$4,182,950</b>	<b>\$1,662,224</b>	<b>\$152,098</b>	<b>\$410,383</b>	<b>\$562,481</b>	<b>\$142,099</b>
<b>(38) Cost recoveries &amp; transfers (must balance to zero)</b>	<b>\$0</b>	<b>\$61,910</b>	<b>(\$5,510)</b>	<b>(\$29,000)</b>	<b>(\$72,400)</b>	<b>\$0</b>	<b>\$45,000</b>	<b>\$45,000</b>	<b>\$0</b>
<b>(39) Net school generated funds</b>	<b>\$389,825</b>		<b>\$389,825</b>						
<b>Capital and debt services</b>									
Amortization of capital assets									
(40) Supported	\$1,405,385	\$0	\$176,521	\$1,228,864	\$0		\$0	\$0	\$0
(41) Unsupported	\$910,800	\$0	\$482,352	\$162,807	\$248,452	\$0	\$17,189	\$17,189	\$0
(42) Total Amortization	\$2,316,185	\$0	\$658,873	\$1,391,671	\$248,452	\$0	\$17,189	\$17,189	\$0
Interest on capital debt									
(43) Supported	\$1,194,929	\$0	\$0	\$1,194,929	\$0		\$0	\$0	\$0
(44) Unsupported	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
(45) Other interest charges	\$3,885	\$0	\$644	\$68	\$133		\$3,040	\$3,040	\$0
(46) Losses on disposal of capital assets	\$0	\$0	\$0	\$0	\$0		\$0	\$0	\$0
<b>(47) TOTAL EXPENSES</b>	<b>\$45,329,722</b>	<b>\$1,478,851</b>	<b>\$31,268,652</b>	<b>\$7,790,096</b>	<b>\$2,910,332</b>	<b>\$264,808</b>	<b>\$1,467,758</b>	<b>\$1,732,566</b>	<b>\$149,225</b>
(48) Surplus(deficit) Before Funding Allocated for Capital Purposes	\$32,898	\$49,145	\$191,953	(\$206,870)	\$183,920			(\$185,250)	\$0
<b>Applicable student numbers/FTE equivalent</b>	<b>5,573.0</b>	<b>396</b>	<b>5,375.0</b>	<b>5,573.0</b>	<b>2,783</b>			<b>5,573.0</b>	
<b>AVERAGE PROGRAM COSTS per student</b>	<b>\$8,134</b>	<b>\$3,734</b>	<b>\$5,817</b>	<b>\$1,398</b>	<b>\$1,046</b>			<b>\$311</b>	



**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	\$16,731,538	\$1,649,056	\$142,690	\$0	\$93,806	\$605,949	\$7,624	\$19,230,663
Certificated benefits	\$2,022,656	\$178,951	\$12,844	\$0	\$9,355	\$7,703	\$294	\$2,231,803
Uncertificated salaries and wages	\$952,439	\$920,302	\$261,274	\$255,723	\$1,906,479	\$95,438	\$280,023	\$4,671,678
Uncertificated benefits	\$225,667	\$239,861	\$62,609	\$64,400	\$505,172	\$20,665	\$55,484	\$1,173,858
<b>SUB - TOTAL REMUNERATION</b>	\$19,932,300	\$2,988,170	\$479,417	\$320,123	\$2,514,812	\$729,755	\$343,425	\$27,308,002
Services, contracts & supplies	\$2,384,623	\$210,063	\$86,334	\$34,284	\$8,906	\$76,610	\$115,998	\$2,916,818
Cost recoveries & transfers	(\$28,250)	\$0	\$22,740	\$0	\$0	\$0	\$0	(\$5,510)
Net school generated funds	\$389,825							\$389,825
Amortization of capital assets								
Supported	\$176,521	\$0	\$0					\$176,521
Unsupported	\$482,352	\$0	\$0					\$482,352
<b>Total Amortization</b>	\$658,873	\$0	\$0					\$658,873
Interest on capital debt								
Supported	\$0	\$0						\$0
Unsupported	\$0	\$0						\$0
Other interest charges	\$644	\$0						\$644
Losses on disposal of capital assets	\$0	\$0						\$0
<b>TOTAL EXPENSES</b>	\$23,338,015	\$3,198,233	\$588,491	\$354,407	\$2,523,718	\$806,365	\$459,423	\$31,268,652
FTE Certificated				0.0	1.0			
FTE Uncertificated				5.7	52.4			

**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
<b>Basic Instruction</b>	\$23,438,095	\$2,427,804	\$1,060,008	\$24,194	\$26,950,101	\$23,675,243	\$3,274,858
School Admin & Instruction Support Expenses						\$3,198,233	(\$3,198,233)
System Instruction Support Expenses						\$588,491	(\$588,491)
<b>Total Basic Instruction</b>	\$23,438,095	\$2,427,804	\$1,060,008	\$24,194	\$26,950,101	\$27,461,967	(\$511,866)
<b>Sub-Programs &amp; Initiatives</b>							
Severely Disabled	\$2,366,591		\$0		\$2,366,591	\$2,523,718	(\$157,127)
English as a Second Language	\$16,447				\$16,447	\$16,447	\$0
Enhanced Opportunities	\$58,000				\$58,000	\$87,560	(\$29,560)
First Nations, Metis, and Inuit Education	\$107,213		\$9,040		\$116,253	\$116,270	(\$17)
Institutional Programs	\$0				\$0	\$0	\$0
Sparsity & Distance	\$916,478				\$916,478		\$916,478
Growth & Density	\$80,123				\$80,123		\$80,123
Teacher Assistants Program	\$109,347				\$109,347	\$120,979	(\$11,632)
Early Literacy Initiative (K-2)	\$211,408				\$211,408	\$284,660	(\$73,252)
Learning Resources Credit & Resources for the Classroom	\$53,558	\$104,791	\$367,558		\$525,907	\$525,907	\$0
Technology Integration	\$0		\$0		\$0	\$0	\$0
French Language Program & Francisation (all jurisdictions)	\$53,923		\$0		\$53,923	\$64,310	(\$10,387)
Home Education	\$56,027		\$0		\$56,027	\$66,834	(\$10,807)
<b>Total Sub-Programs &amp; Initiatives</b>	\$4,029,115		\$376,598		\$4,510,504	\$3,806,685	\$703,819
<b>INSTRUCTION, GRADES 1-12 (plus Early Lit. ECS)</b>	\$27,467,210	\$2,532,595	\$1,436,606	\$24,194	\$31,460,605	\$31,268,652	\$191,953

**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
<b>Alberta Learning block allocations - Schedule A (Lines 1 &amp; 2)</b>	\$1,439,488	\$27,467,210		\$2,929,416	\$1,536,435	
<b>Reallocations permitted by the "Funding for School Authorities" manual</b>						
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		
<b>Calculation: 2% of</b> <b>\$28,906,698</b> = <b>\$578,134</b> <b>\$0</b>						
From Instruction block (Growth & Denisty component) to Transportation		\$0		\$0		
<b>Reallocations directed by the board of trustees</b>						
From Transportation block to Instruction		\$0		\$0		
From Board and System Administration block to:						
(1) Transportation				\$0	\$0	
(2) Instruction		\$24,194			(\$24,194)	
From within the Instruction block and its components:						
(1) Instruction to: Early childhood services (ECS)	\$0	\$0				
(2) ECS to: Instruction	\$0	\$0				
<b>AMOUNTS REFLECTED ON SCHEDULE A (Line 3)</b>	\$0	\$24,194		\$0	(\$24,194)	\$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**

<b>STEP 1</b>	
Determine the total eligible revenue which is used as the BASE TOTAL to calculate the maximum eligible expense limits for Board and System Administration	
<b>Total Revenues (Schedule A):</b>	
Instruction Block - Grades ECS -12 (excluding technology integration)	\$28,906,698
Support Block - Transportation	\$2,929,416
<b>SUBTOTAL</b>	<b>\$31,836,114</b>
<b>Other Revenues</b>	
Alberta Infrastructure (Operations & Maintenance and Lease support)	\$3,979,892
Teacher Salary Enhancement	\$1,244,000
Other Alberta Learning revenues (Describe) Learning Resources Credit	\$104,791
Other - Government of Alberta (Excluding Alberta Finance)	\$117,268
Federal government/First Nations	\$13,735
Other Alberta school authorities	\$115,064
Out of province local authorities	\$0
Alberta municipalities	\$9,040
Other sales and services	\$308,742
Interest on investments	\$262,992
Rentals of facilities	\$18,840
Gains on disposal of capital assets	\$53,458
Amortization of capital allocations	\$1,405,385
<b>School generated funds (Schedule E)</b>	<b>\$987,330</b>
<b>BASE TOTAL FOR CALCULATING MAXIMUM EXPENSE LIMITS</b>	<b>\$40,456,651</b>
<b>STEP 2</b>	
Calculation of maximum expense limit PERCENTAGE for Board and System Administration expenses	
If "Total Net Enrolled Students" are 6,000 and ov = 4%	<b>4.32%</b>
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.	
<b>STEP 3</b>	
Calculate maximum expense limit AMOUNTS for Board and System Administration expenses	
Maximum Expense Limit percentage (Step 2) x Base Total (Step 1)	\$1,747,727
<b>Considerations for Charter Schools and Francophone Boards:</b>	
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)	
<b>MAXIMUM EXPENSE LIMIT</b>	<b>\$1,747,727</b>
<b>STEP 4</b>	
Compare maximum expense limit amounts calculated in Step 3 to actual expenses (from Schedule A)	
Actual Board Governance & System Administration expenses	\$1,732,566
PLUS: transfers to Restricted - Operating (Board/System Administration)	\$0
LESS: transfers from Restricted - Operating (Board/System Administration)	\$0
<b>TOTAL BOARD GOVERNANCE &amp; SYSTEM ADMINISTRATION EXPENSES</b>	<b>\$1,732,566</b>
Maximum Expense Limit for Board & System Administration (Step 3)	\$1,747,727
<b>ACTUAL EXPENSES - OVER(UNDER) MAXIMUM EXPENSE LIMIT</b>	<b>-\$15,161</b>

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

<b>Unexpended SGF - Opening Balance August 31, 2002</b> (Note 1)	\$582,380
<b>Source of School Generated Funds:</b>	
Total School Generated Funds for the year (Note 2)	\$987,330
Less: SGF - related cost recoveries (Note 3)	\$821,021
- capitalized at the District level (Note 4)	\$16,716
<b>Net Total</b>	<b>\$149,593</b>
Plus: Donations Received (Note 5)	\$214,872
<b>Equals: Net Additions to SGF</b>	<b>\$364,465</b>
<b>Net SGF Available for discretionary spending</b>	<b>\$946,845</b>
<b>Net SGF revenue and Net SGF expense - per schedule A, lines 28 and 39</b>	
Net expended SGF for discretionary purposes (Note 6)	\$389,825
<b>Unexpended SGF - Closing Balance August 31, 2003</b>	<b>\$557,020</b>
<p><b>Note 1</b> Input "(Restated)" beside Balance at August 31, 2002 where not taken from the finalized 2001-2002 Audited Financial Statements.</p> <p><b>Note 2</b> 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><b>Note 3</b> 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><b>Note 4</b> 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><b>Note 5</b> Donations are restricted to cash; gifts in kind are treated as board assets, not SGF. Amounts are net of related expenses.</p> <p><b>Note 6</b> 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	\$0	\$637,555	\$28,288	\$0	\$205,827	\$871,670		\$871,670
Uncertificated benefits	\$0	\$134,596	\$6,010	\$0	\$37,202	\$177,808		\$177,808
<b>Sub-total Remuneration</b>	\$0	\$772,151	\$34,298	\$0	\$243,029	\$1,049,478		\$1,049,478
Contracted Services	\$1,090,612	\$206,649	\$0	\$887,695	\$80,075	\$2,265,031		\$2,265,031
Supplies	\$2,216	\$142,099	\$0	\$148,798	\$37,694	\$330,807		\$330,807
Electricity			\$749,732			\$749,732		\$749,732
Natural Gas/Heating Fuel			\$617,125			\$617,125		\$617,125
Sewer and Water			\$109,040			\$109,040		\$109,040
Telecommunications			\$19,780			\$19,780		\$19,780
Insurance					\$91,435	\$91,435		\$91,435
Amortization of capital assets								
Supported							\$1,228,864	\$1,228,864
Unsupported						\$162,807		\$162,807
<b>Total Amortization</b>						\$162,807	\$1,228,864	\$1,391,671
Interest on capital debt								
Supported							\$1,194,929	\$1,194,929
Unsupported						\$0		\$0
Other interest charges						\$68		\$68
Losses on disposal of capital assets						\$0		\$0
Cost recoveries & transfers						(\$29,000)		(\$29,000)
<b>TOTAL EXPENSES</b>	\$1,092,828	\$1,120,899	\$1,529,975	\$1,036,493	\$452,233	\$5,366,303	\$2,423,793	\$7,790,096
<b>SQUARE METRES</b>								
School Buildings								80,479.3
Non School Buildings								2,974.3

- 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
<b>Chairperson:</b>								
Name Akers, Lunda	1.0	\$17,757	\$4,613	\$0	\$0	\$0	\$22,370	\$16,323
Name	0.0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Other Board Members:</b>								
Name Broughton, Brian	1.0	\$14,130	\$4,500	\$0	\$0	\$0	\$18,630	\$14,431
Name Caputo, Shirley	1.0	\$10,306	\$1,580	\$0	\$0	\$0	\$11,886	\$7,339
Name Fihor, Gerald	1.0	\$9,481	\$4,155	\$0	\$0	\$0	\$13,636	\$9,672
Name Johnston, Howie	1.0	\$10,606	\$4,155	\$0	\$0	\$0	\$14,761	\$6,198
Name Lyon, Bernie	1.0	\$11,056	\$4,398	\$0	\$0	\$0	\$15,454	\$16,331
Name Walker, Andy	1.0	\$12,630	\$3,343	\$0	\$0	\$0	\$15,973	\$15,811
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
<b>Subtotal</b>	<b>7.0</b>	<b>\$85,966</b>	<b>\$26,744</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$112,710</b>	<b>\$86,105</b>
Superintendent Puhlmann, Klaus	1.0	\$159,876	\$9,532	\$0	\$0	\$280,003	\$449,411	\$0
Superintendent	0.0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Secretary/Treasurer Johnston, Alvin	1.0	\$99,731	\$9,694	\$0	\$0	\$0	\$109,425	\$8,357
Secretary/Treasurer	0.0	\$0	\$0	\$0	\$0	\$0	\$0	\$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	294.6	\$20,053,901	\$2,347,030	\$0	\$0	\$0	\$22,400,931	
Uncertificated Salaries & Wages	291.0	\$7,734,364	\$1,737,392	\$0	\$0	\$0	\$9,471,756	
<b>TOTALS</b>		<b>\$28,133,838</b>	<b>\$4,130,392</b>	<b>\$0</b>	<b>\$0</b>	<b>\$280,003</b>	<b>\$32,544,233</b>	

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)	<b>Remuneration</b> includes regular base salaries, certificated school-based employee allowances outlined in collective agreements, overtime, honoraria, deferred salary leave accruals, lump sum payments <b>EXCEPTING TERMINATION BENEFITS</b> (See #10A below), any other direct cash remuneration <b>EXCEPTING PERFORMANCE PAY</b> (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)	<b>Benefits</b> 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)	<b>Allowances</b> include all monies paid to an employee as miscellaneous <b>negotiated</b> 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. <b>CERTIFICATED SCHOOL-BASED EMPLOYEE ALLOWANCES</b> , as outlined in collective agreements, are included in <b>Remuneration</b> - NOT Allowances.
(10)	<b>Performance Bonuses</b> include those monies paid to employees of the school authority that are tied to the achievement of some specified goal or objective.
(10A)	<b>Other</b> includes termination benefits ((severance pay, retiring allowances (ERIP's), sick leave and other settlement costs due to loss of employment).
(11)	<b>Expenses</b> will include the reimbursements of travel, subsistence, moving costs, conference fees, etc., paid by the employee <b>or on his/her behalf</b> 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.