

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

**Fort Vermilion School Division No. 52**

Name of School Jurisdiction

**P.O. Bag # 1, Fort Vermilion, Alberta T0H 1N0**

Mailing Address

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

The financial statements and supporting schedules Fort Vermilion School Division No. 52

(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****David Steer**

Name

**"Original signed by"**

Signature

**SUPERINTENDENT****Ken Dropko**

Name

**"Original signed by"**

Signature

**SECRETARY TREASURER OR TREASURER****Russell Horswill**

Name

**"Original signed by"**

Signature

**November 12, 2003**

Board-approved Release Date

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## AUDITORS' REPORT

To the Board of Trustees of

### FORT VERMILION SCHOOL DIVISION NO. 52

We have audited the statement of financial position of the **Fort Vermilion School Division No. 52** 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, 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.

*Meyers Norris Penny LLP*

October 24, 2003  
Leduc, Alberta

**CHARTERED ACCOUNTANTS**

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

(in dollars)

	2003	2002
<b>ASSETS</b>		
Current assets		
Cash and temporary investments	\$0	\$4,602,407
Accounts receivable (net after allowances)	\$3,021,750	\$2,914,157
Prepaid expenses	\$213,247	\$395,139
Other current assets	\$150,288	\$91,819
<b>Total current assets</b>	<b>\$3,385,285</b>	<b>\$8,003,522</b>
School generated assets	\$274,837	\$205,901
Trust assets	\$114,566	\$112,958
Long term accounts receivable	\$0	\$0
Capital assets		
Land	\$712,077	\$712,077
Buildings	\$68,385,521	
Less: accumulated amortization	(\$17,180,627)	\$51,204,894
Equipment	\$5,000,486	
Less: accumulated amortization	(\$1,737,461)	\$3,263,025
Vehicles	\$5,005,894	
Less: accumulated amortization	(\$2,840,360)	\$2,165,534
<b>Total capital assets</b>	<b>\$57,345,530</b>	<b>\$57,482,707</b>
<b>TOTAL ASSETS</b>	<b>\$61,120,218</b>	<b>\$65,805,088</b>
<b>LIABILITIES</b>		
Current liabilities		
Bank indebtedness	\$221,232	\$0
Accounts payable and accrued liabilities	\$2,118,863	\$4,075,985
Deferred revenue	\$289,323	\$1,311,925
Deferred capital allocations	\$85,886	\$744,001
Current portion of all long term debt	\$1,390,831	\$1,436,321
<b>Total current liabilities</b>	<b>\$4,106,135</b>	<b>\$7,568,232</b>
School generated liabilities	\$274,837	\$205,901
Trust liabilities	\$114,566	\$112,958
Employee future benefits liability	\$0	\$0
Long term debt		
Supported: Debentures and other supported debt	\$7,948,410	\$9,384,731
Less: Current portion of supported debt	(\$1,390,831)	(\$1,436,321)
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	\$40,424,558	\$39,267,388
<b>Total long term liabilities</b>	<b>\$47,371,540</b>	<b>\$47,534,657</b>
<b>TOTAL LIABILITIES</b>	<b>\$51,477,675</b>	<b>\$55,102,889</b>
<b>NET ASSETS</b>		
Unrestricted net assets	\$0	\$402,124
Operating Reserves	\$488,948	\$1,324,142
Accumulated Operating Surplus (Deficit)	\$488,948	\$1,726,266
Investment in capital assets	\$8,972,558	\$8,830,587
Capital Reserves	\$181,037	\$145,346
Total Capital Funds	\$9,153,595	\$8,975,933
<b>Total net assets</b>	<b>\$9,642,543</b>	<b>\$10,702,199</b>
<b>TOTAL LIABILITIES AND NET ASSETS</b>	<b>\$61,120,218</b>	<b>\$65,805,088</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	Actual 2002
<b>REVENUES</b>			
Alberta Learning	\$24,341,751	\$24,668,477	\$23,341,224
Alberta Infrastructure	\$3,647,317	\$2,394,598	\$910,270
Alberta Finance	\$874,912	\$1,131,118	\$1,125,916
Other Government of Alberta	\$150,000	\$100,000	\$250,406
Federal Government and/or First Nations	\$3,217,054	\$3,571,456	\$3,278,419
Other Alberta school authorities	\$140,719	\$140,719	\$140,719
Out of province authorities	\$0	\$0	\$0
Alberta Municipalities (excluding supplementary requisitions)	\$0	\$0	\$0
Instruction resource fees	\$50,680	\$48,000	\$32,916
Transportation fees	\$0	\$0	\$0
Other sales and services	\$238,441	\$157,445	\$216,763
Investment income	\$36,858	\$60,000	\$118,010
Gifts and donations	\$17,125	\$36,000	\$32,031
Rentals of facilities	\$306,310	\$155,000	\$244,191
Net school generated funds	\$221,158	\$160,000	\$222,822
Gains on disposal of capital assets	\$4,791	\$7,500	\$12,195
Amortization of capital allocations	\$2,310,196	\$1,897,597	\$1,857,697
<b>Total Revenues</b>	<b>\$35,557,312</b>	<b>\$34,527,910</b>	<b>\$31,783,579</b>
<b>EXPENSES</b>			
Certificated salaries	\$15,018,265	\$14,779,289	\$13,386,326
Certificated benefits	\$1,626,132	\$1,730,108	\$1,496,776
Uncertificated salaries and wages	\$6,371,878	\$5,873,046	\$5,859,324
Uncertificated benefits	\$1,213,489	\$1,087,448	\$1,057,050
Services, contracts and supplies	\$7,873,753	\$7,644,279	\$6,194,817
Net school generated funds	\$221,158	\$160,000	\$222,822
<b>Capital and debt services</b>			
Amortization of capital assets			
Supported	\$2,310,396	\$2,009,597	\$1,857,697
Unsupported	\$1,098,660	\$731,622	\$917,911
Total Amortization of capital assets	\$3,409,056	\$2,741,219	\$2,775,608
Interest on capital debt			
Supported	\$874,912	\$1,131,118	\$1,031,424
Unsupported	\$0	\$0	\$0
Total Interest on capital debt	\$874,912	\$1,131,118	\$1,031,424
Other interest charges	\$2,071	\$400	\$866
Losses on disposal of capital assets	\$0	\$0	\$0
<b>Total Expenses</b>	<b>\$36,610,714</b>	<b>\$35,146,907</b>	<b>\$32,025,013</b>
<b>SURPLUS (DEFICIT) OF REVENUES OVER EXPENSES BEFORE FUNDING ALLOCATED FOR CAPITAL PURPOSES AND EXTRAORDINARY ITEM</b>			
	(\$1,053,402)	(\$618,997)	(\$241,434)
Block BQRP revenue used for capital purposes	\$0	\$0	\$310,974
Block MOD revenue used for capital purposes	\$0	\$0	\$646,334
1999 One-time grant revenue used for capital purposes	\$0	\$0	\$252,524
Extraordinary Item	\$0	\$0	\$0
<b>SURPLUS (DEFICIT) OF REVENUES OVER EXPENSES</b>	<b>(\$1,053,402)</b>	<b>(\$618,997)</b>	<b>\$968,398</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
<b>CASH FLOWS FROM:</b>		
<b>A. OPERATIONS</b>		
Surplus (deficit) of revenues over expenses for the year	(\$1,053,402)	\$968,398
Add (Deduct) items not requiring cash:		
Amortization of capital allocations revenue	(\$2,310,196)	(\$1,857,697)
Total amortization expense	\$3,409,056	\$2,775,608
Gains on disposal of capital assets	(\$4,791)	(\$12,195)
Losses on sale of capital assets	\$0	\$0
Changes in accrued accounts:		
Accounts receivable	(\$107,593)	\$3,054,290
Prepays and other current assets	\$123,423	(\$75,473)
Payables and accrued liabilities	(\$1,957,122)	\$1,013,954
Deferred revenue	(\$1,022,602)	(\$934,394)
Employee future benefit expense (recovery)	\$0	\$0
Other (describe)	\$0	\$0
<b>Total sources (uses) of cash from Operations</b>	<b>(\$2,923,227)</b>	<b>\$4,932,491</b>
<b>B. INVESTING ACTIVITIES</b>		
Purchases of capital assets		
Land	\$0	(\$24,417)
Buildings	(\$1,367,058)	(\$8,307,627)
Equipment	(\$1,475,062)	(\$1,081,255)
Vehicles	(\$466,222)	(\$427,097)
Net proceeds from disposal of capital assets	\$35,000	\$12,195
Other (describe)	\$0	\$0
<b>Total sources (uses) of cash from Investing activities</b>	<b>(\$3,273,342)</b>	<b>(\$9,828,201)</b>
<b>C. FINANCING ACTIVITIES</b>		
Capital allocations received	\$1,372,930	\$1,877,220
Issue of long term debt	\$0	\$0
Repayment of long term debt	(\$1,436,321)	(\$1,647,249)
Add back: supported portion	\$1,436,321	\$1,647,249
Other (describe)	\$0	\$0
<b>Total sources (uses) from Financing activities</b>	<b>\$1,372,930</b>	<b>\$1,877,220</b>
<b>Net sources (uses) of cash equivalents* during year</b>	<b>(\$4,823,639)</b>	<b>(\$3,018,490)</b>
<b>Cash Equivalents at the beginning of the year</b>	<b>\$4,602,407</b>	<b>\$7,620,897</b>
<b>Cash Equivalents at the end of the year</b>	<b>(\$221,232)</b>	<b>\$4,602,407</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: 1250

	(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>	\$10,702,199	\$8,830,587	\$402,124	\$1,469,488	\$1,034,036	\$11,488	\$181,226	\$0	\$40,328	\$95,943	\$79,305	\$12,937	\$14,225	\$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
<b>Adjusted Balance, Aug.31, 2002</b>	\$10,702,199	\$8,830,587	\$402,124	\$1,469,488	\$1,034,036	\$11,488	\$181,226	\$0	\$40,328	\$95,943	\$79,305	\$12,937	\$14,225	\$0	\$0
Surplus(def) of revenue over expenses	(\$1,053,402)		(\$1,053,402)												
Block BQRP funded capital transactions		\$0	\$0												
Block MOD funded capital transactions		\$0	\$0												
Board funded capital transactions		\$1,277,294	(\$891,960)	(\$385,334)	(\$95,391)	\$0	(\$148,317)		(\$10,200)	(\$52,121)	(\$79,305)	\$0	\$0	\$0	\$0
Donations of non-amortizable assets	\$0	\$0													
Amortization of capital assets		(\$3,409,056)	\$3,409,056												
Amortization of capital allocations		\$2,310,196	(\$2,310,196)												
Disposal of unsupported capital assets	\$0	(\$30,209)	(\$4,791)	\$35,000		\$15,000			\$0		\$0		\$20,000		\$0
Disposal of supported capital assets	(\$6,254)	(\$6,254)	\$0			\$0			\$0		\$0		\$0		\$0
Debt principal payments (unsupported)		\$0	\$0												
Net transfers to operating reserves			(\$104,668)	\$104,668	\$104,668		\$0			\$0		\$0			\$0
Net transfers from operating reserves			\$644,033	(\$644,033)	(\$554,365)		(\$32,909)			(\$43,822)		(\$12,937)			\$0
Net transfers to capital reserves			(\$90,196)	\$90,196		\$90,196			\$0		\$0		\$0		\$0
Net transfers from capital reserves			\$0	\$0		\$0			\$0		\$0		\$0		\$0
<b>Balance at August 31, 2003</b>	\$9,642,543	\$8,972,558	\$0	\$669,985	\$488,948	\$116,684	\$0	\$0	\$30,128	\$0	\$0	\$0	\$34,225	\$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>	\$744,001	\$39,267,388
<b>Prior period adjustment</b>	\$0	
<b>Adjusted balance, August 31, 2002</b>	\$744,001	\$39,267,388
<b>Add:</b>		
<b>Capital allocations from:</b>		
AB Infrastructure - New/Modernization Projects	\$1,292,930	
Other Government of Alberta	\$0	
Federal Government and/or First Nations	\$0	
Other sources	\$80,000	
<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>	\$0	
<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>		\$1,436,321
<b>Expended capital allocations - current year</b>	(\$2,031,045)	\$2,031,045
<b>Less:</b>		
<b>Unamortized Capital Allocation affected by a disposal through transfer out</b>		\$0
<b>Capital allocations amortized to revenue</b>		\$2,310,196
<b>Balance at August 31, 2003</b>	\$85,886	\$40,424,558

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



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**FORT VERMILION SCHOOL DIVISION NO. 52**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**AUGUST 31, 2003**

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**1. Authority and Purpose**

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

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

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**2. Significant Accounting Policies**

These financial statements are prepared in accordance with Canadian generally accepted accounting principles and accounting policies consistent with Alberta Learning for Alberta School Divisions. The preparation of financial statements in conformity with Canadian generally accepted accounting principles requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the reporting period. These estimates and assumptions are reviewed periodically and, as adjustments become necessary, they are reported in earnings in the periods in which they become known. The financial statements have been prepared within the framework of the accounting policies summarized below:

**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.

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.

The School Division amortizes grants received for construction and acquisition of capital assets as revenue on the same basis that the cost of the assets is amortized as expense. Since the receipt of the grants does not coincide with the amortization of the cost, the unamortized portion of the grants are recorded as a liability on the statement of financial position. These capital allocations are recorded as deferred capital contributions 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.

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**FORT VERMILION SCHOOL DIVISION NO. 52**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**AUGUST 31, 2003**

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**2. Significant Accounting Policies (continued)**

**Capital Assets**

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

Buildings	25 and 40 years
Equipment	5 and 10 years
Vehicles	5 and 10 years
Land Improvements	20 years

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 asset. No amortization is taken in the year of acquisition.

**School Generated Funds**

Funds generated from school-based activities are included in assets, liabilities, revenues and expenses of the School Division because the accountability, control and ownership of these funds rest with the School Division. These funds are usually collected and retained at the school for expenditures paid at the school level.

**Pensions**

Pension costs included in these 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, the School Division does not make pension contributions for certificated staff.

The school board participates in the multi-employer pension plan, Local Authorities Pension Plan. The expense for this pension plan is equivalent to the annual contributions of \$15,264 for the year ended August 31, 2003. At December 31, 2002, the Local Authorities Pension Plan reported an actuarial deficiency of \$444,980,000 (2001 surplus of \$634,960,000).

**Inventory**

Inventory is recorded at the lesser of cost and net realizable value.

**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 year-end, and are accordingly recorded as prepaid expenses.

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**FORT VERMILION SCHOOL DIVISION NO. 52**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**AUGUST 31, 2003**

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**2. Significant Accounting Policies (continued)**

**Financial Instruments**

The School Division's financial instruments consist of cash, accounts receivable, accounts payable, accrued liabilities, and long-term debt. It is management's opinion that the School Division 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 60 of the *School Act* and Section 5 of the Trustees Act. With ministerial approval, the School Division has entered into a series of hedge contracts for the purchase of natural gas on a pilot project basis for a two year period. These hedge contracts are jointly undertaken with the Peace River School Division.

**Reserves**

Reserves are established at the discretion of the Board of Trustees of the School Division, or externally, to set aside funds for future operating and capital expenditures.

Surpluses identified from school operations are transferred to reserves subject to the availability of unrestricted net assets, and transferred from reserves when the use of the funds have been identified by the schools. During the year, withdrawals from reserves have been made to adjust unrestricted net assets to Nil. See Note 9 for details on reserve balances.

**Employee Future Benefits**

The School Division accounted for the future cost of employee benefits commencing in the 2000/2001 school year using the retroactive approach. There is no financial impact on the School Division at this time.

**Use of Estimates**

The preparation of financial statements in conformity with Canadian generally accepted accounting principles requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements, and the reported amounts of revenue and expenditures during the period. Where measurement uncertainty exists, the financial statements have been prepared within reasonable limits of materiality. Actual results could vary from those estimates.

The School Division receives revenue from First Nations for tuition and transportation of students. At August 31, 2003, the School Division showed accounts receivable in the amount of \$861,130 (2002 - \$777,848) relating to this revenue. The amounts charged to the First Nations is based upon the number of students and average cost of education which are determined by the Division and subsequently approved by the First Nations and Department of Indian and Northern Affairs. Changes related to the average cost of education are negotiated between the parties, and adjusted in the period in which they are determined.

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**FORT VERMILION SCHOOL DIVISION NO. 52**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**AUGUST 31, 2003**

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**3. Accounts Receivable**

	<u>2003</u>	<u>2002</u>
Province of Alberta	\$ 1,731,998	\$ 1,517,668
Federal Government and/or First Nations	1,030,892	1,095,889
Other Alberta School Jurisdictions	9,389	-
Other	<u>249,471</u>	<u>300,600</u>
	<u>\$ 3,021,750</u>	<u>\$ 2,914,157</u>

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**4. Capital Assets**

Capital assets consist of the following amounts:

	<u>Cost</u>	<u>Accumulated Amortization</u>	<u>Net Book Value</u>	
			<u>2003</u>	<u>2002</u>
Land	\$ 712,077	\$ -	\$ 712,077	\$ 712,077
Buildings	68,385,521	17,180,627	51,204,894	52,241,190
Equipment	4,749,032	1,649,691	3,099,341	2,231,642
Vehicles	5,005,894	2,840,360	2,165,534	2,121,541
Land improvements	<u>251,454</u>	<u>87,770</u>	<u>163,684</u>	<u>176,257</u>
	<u>\$79,103,978</u>	<u>\$21,758,448</u>	<u>\$57,345,530</u>	<u>\$57,482,707</u>

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**5. Bank Indebtedness**

The School Division has negotiated a line of credit in the amount of \$2,000,000 that bears interest at prime less 0.25%. This line of credit, which is secured by a borrowing bylaw and a security agreement, covers all revenue of the jurisdiction.

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**6. Accounts Payable and Accrued Liabilities**

	<u>2003</u>	<u>2002</u>
Province of Alberta	\$ 472,212	\$ 558,110
Federal Government and/or First Nations	90,776	59,439
Other	<u>1,555,875</u>	<u>3,458,436</u>
	<u>\$ 2,118,863</u>	<u>\$ 4,075,985</u>

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**FORT VERMILION SCHOOL DIVISION NO. 52**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**AUGUST 31, 2003**

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**7. Deferred Revenue**

The following amounts have been deferred and will be recognized as income to match the expenditures as incurred.

	<u>2003</u>	<u>2002</u>
AISI Project (Alberta Learning)	\$ 144,473	\$ 132,243
Modernization Block Funding (Alberta Infrastructure)	99,192	635,542
Silver Birch (Alberta Family Social Services)	34,388	34,388
Program Unit Grant (Alberta Learning)	7,044	35,392
BQRP Block Funding (Alberta Infrastructure)	798	365,842
One time grant (Alberta Learning)	-	88,288
Other amounts	<u>3,428</u>	<u>20,230</u>
	<u>\$ 289,323</u>	<u>\$ 1,311,925</u>

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**8. Long-term Debt**

	<u>2003</u>	<u>2002</u>
Alberta Municipal Finance Corporation debenture debt repayable in annual instalments including interest at rates varying between 7.5 and 12.0%. The debentures are fully supported by Alberta Finance.	\$ 7,948,410	\$ 9,384,731
Less current portion	<u>(1,390,831)</u>	<u>(1,436,321)</u>
	<u>\$ 6,557,579</u>	<u>\$ 7,948,410</u>

Principal repayment requirements are estimated as follows:

2003/2004	\$ 1,390,831
2004/2005	1,350,709
2005/2006	1,252,427
2006/2007	1,208,787
2007/2008	793,121
To maturity	<u>1,952,535</u>
	<u>\$ 7,948,410</u>

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.

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**FORT VERMILION SCHOOL DIVISION NO. 52**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**AUGUST 31, 2003**

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**9. Reserves**

	<u>2003</u>	<u>2002</u>
<u>Capital Reserves</u>		
Equipment	\$ 93,559	\$ 30,863
Vehicles	75,345	92,150
Buildings	9,933	20,133
Land	<u>2,200</u>	<u>2,200</u>
	<u>181,037</u>	<u>145,346</u>
<u>Operating Reserves</u>		
School operating budgets	303,012	534,365
School operating – future equipment purchases	93,389	173,780
Divisional equipment	92,547	335,435
Divisional operating commitments	-	43,980
Divisional buildings	-	206,907
Divisional vehicles	<u>-</u>	<u>29,675</u>
	<u>488,948</u>	<u>1,324,142</u>
Unrestricted Net Assets	<u>-</u>	<u>402,124</u>
	<u>\$ 669,985</u>	<u>\$ 1,871,612</u>

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**10. Department of Indian and Northern Affairs School**

The School Division operates the Upper Hay River Day School under an agreement with the Department of Indian and Northern Affairs Canada (INAC) and the North Peace Tribal Council. Under the terms of the agreement the School Division is responsible for all instructional costs and custodial salaries and supplies, for which they are reimbursed. These revenues and expenses, which are included in the statement of revenues and expenses as part of External Services, are summarized as follows:

	<u>2003</u>	<u>2002</u>
<u>Revenue</u>		
INAC and North Peace Tribal Council	\$ 1,196,370	\$ 1,055,322
Rental income	3,600	-
Transfer from (to) deferred revenue	(31,336)	13,248
Allocated for future purchase	<u>(5,000)</u>	<u>-</u>
	<u>1,163,634</u>	<u>1,068,570</u>

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**FORT VERMILION SCHOOL DIVISION NO. 52**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**AUGUST 31, 2003**

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**10. Department of Indian and Northern Affairs School (continued)**

	<u>2003</u>	<u>2002</u>
Operating expenditures		
Instructional	849,389	905,726
Custodial supplies and salaries	<u>69,994</u>	<u>66,906</u>
	<u>919,383</u>	<u>972,632</u>
Capital expenditures		
Housing purchase	95,313	-
Supernet technology	<u>57,000</u>	<u>-</u>
	<u>152,313</u>	<u>-</u>
Administration fee	<u>91,938</u>	<u>95,938</u>
	<u>1,163,634</u>	<u>1,068,570</u>
Excess of Revenue over Expenditures	<u>\$ -</u>	<u>\$ -</u>

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**11. Budgeted Amounts**

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

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

The School Division's primary source of revenue is from the Alberta Government. The School Division's ability to continue viable operations is dependent upon this funding.

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**13. Comparative Figures**

Certain of the prior year's comparative figures have been reclassified to conform to the current year's presentation.

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

School Jurisdiction Code: \_\_\_\_\_ 1250

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	\$19,690,935	\$923,779	\$18,767,156						
(2) Support block	\$3,131,230				\$1,853,834			\$1,277,396	
(3) Instruction & support block reallocations	\$0	\$0	\$0		\$0			\$0	\$0
(4) Alberta Initiative for School Improvement (AISII)	\$404,526	\$0	\$404,526						
(5) Student Health Initiative (SHI)	\$182,409	\$0	\$174,554						\$7,855
(6) Supernet Access	\$0		\$0					\$0	
(7) Teacher Salary Enhancement (TSE)	\$847,000	\$31,423	\$801,035					\$14,542	\$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	\$85,651	\$0	\$29,700	\$0	\$55,951			\$0	\$0
<b>(11) Total Alberta Learning Revenue</b>	<b>\$24,341,751</b>	<b>\$955,202</b>	<b>\$20,176,971</b>	<b>\$0</b>	<b>\$1,909,785</b>			<b>\$1,291,938</b>	<b>\$7,855</b>
<b>Alberta Infrastructure</b>									
(12) Expensed Block Mod, Block BQRP support	\$991,812	\$0	\$0	\$991,812					
(13) Operations & Maintenance support	\$2,409,460			\$2,409,460					
(14) Operations & Maintenance support (One-Time)	\$246,045			\$246,045					
<b>(15) Total Alberta Infrastructure Revenue</b>	<b>\$3,647,317</b>	<b>\$0</b>	<b>\$0</b>	<b>\$3,647,317</b>					
<b>Alberta Finance</b>	\$874,912			\$874,912	\$0			\$0	\$0
(17) Other - Government of Alberta	\$150,000	\$0	\$150,000	\$0	\$0			\$0	\$0
(18) Federal Government and/or First Nations	\$3,217,054	\$0	\$1,551,342	\$250,076	\$131,685			\$120,317	\$1,163,634
(19) Other Alberta school authorities	\$140,719	\$0	\$140,719	\$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	\$50,680	\$0	\$50,680						
(23) Transportation fees	\$0				\$0				
(24) Other sales and services	\$238,441	\$0	\$41,628	\$7,852	\$188,461			\$500	\$0
(25) Investment income	\$36,858		\$30,338	\$4,500	\$0			\$2,020	\$0
(26) Gifts and donations	\$17,125	\$0	\$17,125	\$0	\$0				\$0
(27) Rentals of facilities	\$306,310		\$142,693	\$146,506	\$17,111			\$0	\$0
(28) Net school generated funds	\$221,158		\$221,158					\$0	
(29) Gains on disposal of capital assets	\$4,791		\$124		\$4,667			\$0	\$0
(30) Amortization of capital allocations	\$2,310,196		\$283,521	\$2,026,675	\$0				\$0
<b>(31) TOTAL REVENUES</b>	<b>\$35,557,312</b>	<b>\$955,202</b>	<b>\$22,806,299</b>	<b>\$6,957,838</b>	<b>\$2,251,709</b>			<b>\$1,414,775</b>	<b>\$1,171,489</b>
<b>EXPENSES</b>									
(32) Certificated salaries	\$15,018,265	\$459,559	\$13,861,790				\$226,013	\$226,013	\$470,903
(33) Certificated benefits	\$1,626,132	\$64,158	\$1,496,135				\$16,356	\$16,356	\$49,483
(34) Uncertificated salaries and wages	\$6,371,878	\$159,086	\$3,230,012	\$1,091,525	\$1,117,496	\$85,675	\$480,166	\$565,841	\$207,918
(35) Uncertificated benefits	\$1,213,489	\$57,341	\$602,742	\$192,450	\$233,078	\$3,382	\$91,476	\$94,858	\$33,020
<b>(36) SUB - TOTAL</b>	<b>\$24,229,764</b>	<b>\$740,144</b>	<b>\$19,190,679</b>	<b>\$1,283,975</b>	<b>\$1,350,574</b>	<b>\$89,057</b>	<b>\$814,011</b>	<b>\$903,068</b>	<b>\$761,324</b>
(37) Services, contracts & supplies	\$7,873,753	\$28,469	\$3,553,478	\$2,770,691	\$595,507	\$139,172	\$468,209	\$607,381	\$318,227
(38) Cost recoveries & transfers (must balance to zero)	\$0	\$0	\$49,136	\$0	(\$49,136)	\$0	(\$91,938)	(\$91,938)	\$91,938
(39) Net school generated funds	\$221,158		\$221,158						
<b>Capital and debt services</b>									
Amortization of capital assets									
(40) Supported	\$2,310,396	\$0	\$283,521	\$2,026,875	\$0		\$0	\$0	\$0
(41) Unsupported	\$1,098,660	\$0	\$291,034	\$371,150	\$310,794	\$0	\$125,682	\$125,682	\$0
(42) Total Amortization	\$3,409,056	\$0	\$574,555	\$2,398,025	\$310,794	\$0	\$125,682	\$125,682	\$0
Interest on capital debt									
(43) Supported	\$874,912	\$0	\$0	\$874,912	\$0		\$0	\$0	\$0
(44) Unsupported	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
(45) Other interest charges	\$2,071	\$0	\$60	\$0	\$0		\$2,011	\$2,011	\$0
(46) Losses on disposal of capital assets	\$0	\$0	\$0	\$0	\$0		\$0	\$0	\$0
<b>(47) TOTAL EXPENSES</b>	<b>\$36,610,714</b>	<b>\$768,613</b>	<b>\$23,589,066</b>	<b>\$7,327,603</b>	<b>\$2,207,739</b>	<b>\$228,229</b>	<b>\$1,317,975</b>	<b>\$1,546,204</b>	<b>\$1,171,489</b>
(48) Surplus(deficit) Before Funding Allocated for Capital Purposes	(\$1,053,402)	\$186,589	(\$782,767)	(\$369,765)	\$43,970			(\$131,429)	\$0
<b>Applicable student numbers/FTE equivalent</b>	<b>3,693.0</b>	<b>300</b>	<b>3,393.0</b>	<b>3,492.0</b>	<b>2,351</b>			<b>3,543.0</b>	
<b>AVERAGE PROGRAM COSTS per student</b>	<b>\$9,914</b>	<b>\$2,562</b>	<b>\$6,952</b>	<b>\$2,098</b>	<b>\$939</b>			<b>\$436</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	\$11,508,601	\$873,921	\$52,692	\$988,168	\$246,442	\$191,966	\$0	\$13,861,790
Certificated benefits	\$1,211,673	\$114,557	\$4,673	\$121,011	\$28,490	\$15,731	\$0	\$1,496,135
Uncertificated salaries and wages	\$860,938	\$1,030,176	\$18,443	\$44,163	\$1,121,316	\$29,085	\$125,891	\$3,230,012
Uncertificated benefits	\$119,458	\$226,810	\$5,735	\$8,832	\$218,984	\$3,669	\$19,254	\$602,742
<b>SUB - TOTAL REMUNERATION</b>	\$13,700,670	\$2,245,464	\$81,543	\$1,162,174	\$1,615,232	\$240,451	\$145,145	\$19,190,679
Services, contracts & supplies	\$2,686,892	\$532,885	\$22,457	\$1,926	\$127,604	\$152,305	\$29,409	\$3,553,478
Cost recoveries & transfers	\$49,136	\$0	\$0	\$0	\$0	\$0	\$0	\$49,136
Net school generated funds	\$221,158							\$221,158
Amortization of capital assets								
Supported	\$283,521	\$0	\$0					\$283,521
Unsupported	\$277,634	\$10,646	\$2,754					\$291,034
<b>Total Amortization</b>	\$561,155	\$10,646	\$2,754					\$574,555
Interest on capital debt								
Supported	\$0	\$0						\$0
Unsupported	\$0	\$0						\$0
Other interest charges	\$60	\$0						\$60
Losses on disposal of capital assets	\$0	\$0						\$0
<b>TOTAL EXPENSES</b>	\$17,219,071	\$2,788,995	\$106,754	\$1,164,100	\$1,742,836	\$392,756	\$174,554	\$23,589,066
FTE Certificated				17.2	4.3			
FTE Uncertificated				2.1	53.9			

**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>	\$12,941,502	\$1,358,803	\$2,578,648	\$0	\$16,878,953	\$18,072,316	(\$1,193,363)
School Admin & Instruction Support Expenses						\$2,788,995	(\$2,788,995)
System Instruction Support Expenses						\$106,754	(\$106,754)
<b>Total Basic Instruction</b>	\$12,941,502	\$1,358,803	\$2,578,648	\$0	\$16,878,953	\$20,968,065	(\$4,089,112)
<b>Sub-Programs &amp; Initiatives</b>							
Severely Disabled	\$880,317		\$0		\$880,317	\$1,742,836	(\$862,519)
English as a Second Language	\$164,789				\$164,789	\$160,284	\$4,505
Enhanced Opportunities	\$21,000				\$21,000	\$21,000	\$0
First Nations, Metis, and Inuit Education	\$155,094		\$0		\$155,094	\$150,441	\$4,653
Institutional Programs	\$0				\$0	\$0	\$0
Sparsity & Distance	\$4,022,153				\$4,022,153		\$4,022,153
Growth & Density	\$131,756				\$131,756		\$131,756
Teacher Assistants Program	\$74,431				\$74,431	\$72,429	\$2,002
Early Literacy Initiative (K-2)	\$156,915				\$156,915	\$152,684	\$4,231
Learning Resources Credit & Resources for the Classroom	\$30,556	\$51,012	\$50,680		\$132,248	\$132,684	(\$436)
Technology Integration	\$132,010		\$0		\$132,010	\$132,010	\$0
French Language Program & Francisation (all jurisdictions)	\$23		\$0		\$23	\$23	\$0
Home Education	\$56,610		\$0		\$56,610	\$56,610	\$0
<b>Total Sub-Programs &amp; Initiatives</b>	\$5,825,654		\$50,680		\$5,927,346	\$2,621,001	\$3,306,345
<b>INSTRUCTION, GRADES 1-12 (plus Early Lit. ECS)</b>	\$18,767,156	\$1,409,815	\$2,629,328	\$0	\$22,806,299	\$23,589,066	(\$782,767)

**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>	\$923,779	\$18,767,156		\$1,853,834	\$1,277,396	
<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 \$19,690,935 = \$393,819 \$0</b>						
From Instruction block (Growth & Density 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		\$0			\$0	
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	\$0		\$0	\$0	\$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)	\$19,558,925
Support Block - Transportation	\$1,853,834
<b>SUBTOTAL</b>	<b>\$21,412,759</b>
<b>Other Revenues</b>	
Alberta Infrastructure (Operations & Maintenance and Lease support)	\$2,409,460
Teacher Salary Enhancement	\$847,000
Other Alberta Learning revenues (Describe)	\$0
Other - Government of Alberta (Excluding Alberta Finance)	\$150,000
Federal government/First Nations	\$3,217,054
Other Alberta school authorities	\$140,719
Out of province local authorities	\$0
Alberta municipalities	\$0
Other sales and services	\$238,441
Interest on investments	\$36,858
Rentals of facilities	\$306,310
Gains on disposal of capital assets	\$4,791
Amortization of capital allocations	\$2,310,196
<b>School generated funds (Schedule E)</b>	<b>\$838,741</b>
<b>BASE TOTAL FOR CALCULATING MAXIMUM EXPENSE LIMITS</b>	<b>\$31,912,329</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>5.48%</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)	\$1,748,796
<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>\$1,748,796</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	\$1,546,204
PLUS: transfers to Restricted - Operating (Board/System Administration)	\$0
LESS: transfers from Restricted - Operating (Board/System Administration)	-\$43,822
<b>TOTAL BOARD GOVERNANCE &amp; SYSTEM ADMINISTRATION EXPENSES</b>	<b>\$1,502,382</b>
Maximum Expense Limit for Board & System Administration (Step 3)	\$1,748,796
<b>ACTUAL EXPENSES - OVER(UNDER) MAXIMUM EXPENSE LIMIT</b>	<b>-\$246,414</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)	\$205,901
<b>Source of School Generated Funds:</b>	
Total School Generated Funds for the year (Note 2)	\$838,741
Less: SGF - related cost recoveries (Note 3)	\$584,351
- capitalized at the District level (Note 4)	\$0
<b>Net Total</b>	<b>\$254,390</b>
Plus: Donations Received (Note 5)	\$35,704
<b>Equals: Net Additions to SGF</b>	<b>\$290,094</b>
<b>Net SGF Available for discretionary spending</b>	<b>\$495,995</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)	\$221,158
<b>Unexpended SGF - Closing Balance August 31, 2003</b>	<b>\$274,837</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	\$881,884	\$148,811	\$0	\$0	\$60,830	\$1,091,525		\$1,091,525
Uncertificated benefits	\$142,464	\$41,410	\$0	\$0	\$8,576	\$192,450		\$192,450
<b>Sub-total Remuneration</b>	\$1,024,348	\$190,221	\$0	\$0	\$69,406	\$1,283,975		\$1,283,975
Contracted Services	\$41,315	\$246,830	\$0	\$991,812	\$40,974	\$1,320,931		\$1,320,931
Supplies	\$116,629	\$144,335	\$0	\$0	\$2,028	\$262,992		\$262,992
Electricity			\$574,595			\$574,595		\$574,595
Natural Gas/Heating Fuel			\$419,183			\$419,183		\$419,183
Sewer and Water			\$107,479			\$107,479		\$107,479
Telecommunications			\$13,745			\$13,745		\$13,745
Insurance					\$71,766	\$71,766		\$71,766
<b>Amortization of capital assets</b>								
Supported							\$2,026,875	\$2,026,875
Unsupported						\$371,150		\$371,150
<b>Total Amortization</b>						\$371,150	\$2,026,875	\$2,398,025
<b>Interest on capital debt</b>								
Supported							\$874,912	\$874,912
Unsupported						\$0		\$0
<b>Other interest charges</b>						\$0		\$0
<b>Losses on disposal of capital assets</b>						\$0		\$0
<b>Cost recoveries &amp; transfers</b>						\$0		\$0
<b>TOTAL EXPENSES</b>	\$1,182,292	\$581,386	\$1,115,002	\$991,812	\$184,174	\$4,425,816	\$2,901,787	\$7,327,603
<b>SQUARE METRES</b>								
School Buildings								43,472.7
Non School Buildings								1,069.0

**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
<b>Chairperson:</b>									
Name	Steer, David A.	1.0	\$14,643	\$634	\$0	\$0	\$0	\$15,277	\$12,806
Name		0.0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Other Board Members:</b>									
Name	Batt, Allison	1.0	\$11,024	\$398	\$0	\$0	\$0	\$11,422	\$6,473
Name	Dimond, Grace	1.0	\$9,573	\$350	\$0	\$0	\$0	\$9,923	\$6,660
Name	Hoffman, Thomas	1.0	\$5,255	\$100	\$0	\$0	\$0	\$5,355	\$1,929
Name	Lambert, Keith	1.0	\$13,155	\$562	\$0	\$0	\$0	\$13,717	\$6,813
Name	Neudorf, Lena	1.0	\$11,970	\$577	\$0	\$0	\$0	\$12,547	\$8,687
Name	Schroeder, Waldemar	1.0	\$12,065	\$491	\$0	\$0	\$0	\$12,556	\$6,588
Name	Wiebe, Bernard D.	1.0	\$7,990	\$270	\$0	\$0	\$0	\$8,260	\$5,868
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>8.0</b>	<b>\$85,675</b>	<b>\$3,382</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$89,057</b>	<b>\$55,824</b>
Superintendent	Dropko, Ken	1.0	\$125,489	\$6,595	\$5,000	\$0	\$0	\$137,084	\$49,613
Superintendent		0.0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Secretary/Treasurer	Horswill, Russell	1.0	\$108,958	\$15,722	\$5,000	\$0	\$0	\$129,680	\$18,736
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		234.5	\$14,892,776	\$1,619,537	\$0	\$0	\$0	\$16,512,313	
Uncertificated Salaries & Wages		223.6	\$6,177,245	\$1,194,385	\$0	\$0	\$0	\$7,371,630	
<b>TOTALS</b>			<b>\$21,390,143</b>	<b>\$2,839,621</b>	<b>\$10,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$24,239,764</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.