

**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 Prairie Roman Catholic Separate School District No. 28**

Name of School Jurisdiction

**9902-101 Street Grande Prairie Alberta T8V 2P4**

Mailing Address

**Telephone 780-532-3013 and Fax Number 780-532-3430**

Telephone and Fax Numbers

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

The financial statements and supporting schedules Grande Prairie Roman Catholic Separate School District No. 28

(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**

**Morag Mochan**

Name

**"Original Signed By"**

Signature

**SUPERINTENDENT**

**Bryn Kulmatycki**

Name

**"Original Signed By"**

Signature

**SECRETARY TREASURER OR TREASURER**

**Grant Burge**

Name

**"Original Signed By"**

Signature

**24-Nov-03**

Board-approved Release Date

**TABLE OF CONTENTS**

	<b>Page</b>
<b>AUDITORS' REPORT</b>	
<b>STATEMENT OF FINANCIAL POSITION</b>	<b>3</b>
<b>STATEMENT OF REVENUES AND EXPENSES</b>	<b>4</b>
<b>STATEMENT OF CASH FLOWS</b>	<b>5</b>
<b>STATEMENT OF CHANGES IN NET ASSETS</b>	<b>6</b>
<b>STATEMENT OF CAPITAL ALLOCATIONS</b>	<b>7</b>
<b>NOTES TO THE FINANCIAL STATEMENTS</b>	

**SUPPORTING SCHEDULES**

<b>SCHEDULE A</b>	<b>Allocation of Revenues and Expenses to Programs</b>	<b>8</b>
<b>SCHEDULE B1</b>	<b>Instruction - Grades 1 to 12 Program Expenses</b>	<b>9</b>
<b>SCHEDULE B2</b>	<b>Instruction - Grades 1 to 12 Program Details</b>	<b>9</b>
<b>SCHEDULE C</b>	<b>Summary of Revenue Transfers Between Alberta Learning Block Allocations</b>	<b>10</b>
<b>SCHEDULE D</b>	<b>Calculation of Maximum Eligible Expense Limits for Board (Governance) and System Administration</b>	<b>11</b>
<b>SCHEDULE E</b>	<b>Source &amp; Application of School Generated Funds (SGF)</b>	<b>12</b>
<b>SCHEDULE F</b>	<b>Operations &amp; Maintenance Program Expenses</b>	<b>13</b>
<b>SCHEDULE G</b>	<b>Disclosure of Salaries and Benefits</b>	<b>14</b>
<b>SCHEDULE G1</b>	<b>Completion Information for Schedule G</b>	<b>15</b>



400 Windsor Court  
9835-101 Avenue  
Grande Prairie, Alberta  
T8V 5V4

Phone: (780) 539-4110  
Fax: (780) 532-1350  
Email: info@fletchermudryk.com

## AUDITOR'S REPORT

To the Board of Trustees  
**Grande Prairie Roman Catholic Separate School District No. 28**

We have audited the statement of financial position of the **Grande Prairie Roman Catholic Separate School District No. 28** 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 revenues and expenses, cash flows, changes in 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.

Grande Prairie, Alberta  
October 8, 2003

*Fletcher, Mudryk & Co.*  
Chartered Accountants

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

(in dollars)

	2003	2002
<b>ASSETS</b>		
Current assets		
Cash and temporary investments	\$1,433,765	\$2,231,982
Accounts receivable (net after allowances)	\$1,636,423	\$1,931,222
Prepaid expenses	\$190,758	\$139,913
Other current assets	\$82,973	\$59,026
<b>Total current assets</b>	<b>\$3,343,919</b>	<b>\$4,362,143</b>
School generated assets	\$299,988	\$290,031
Trust assets	\$56,717	\$74,400
Long term accounts receivable	\$1,150,945	\$1,088,829
Capital assets		
Land	\$180,400	\$180,400
Buildings	\$45,345,988	
Less: accumulated amortization	(\$13,925,686)	\$31,420,302
Equipment	\$187,017	
Less: accumulated amortization	(\$90,127)	\$96,890
Vehicles	\$79,727	
Less: accumulated amortization	(\$20,873)	\$58,854
<b>Total capital assets</b>	<b>\$31,756,446</b>	<b>\$32,283,797</b>
<b>TOTAL ASSETS</b>	<b>\$36,608,015</b>	<b>\$38,099,200</b>
<b>LIABILITIES</b>		
Current liabilities		
Bank indebtedness	\$0	\$0
Accounts payable and accrued liabilities	\$2,063,062	\$1,995,676
Deferred revenue	\$271,650	\$641,667
Deferred capital allocations	\$1,646,232	\$2,259,195
Current portion of all long term debt	\$907,838	\$940,438
<b>Total current liabilities</b>	<b>\$4,888,782</b>	<b>\$5,836,976</b>
School generated liabilities	\$299,988	\$290,031
Trust liabilities	\$56,717	\$74,400
Employee future benefits liability	\$0	\$0
Long term debt		
Supported: Debentures and other supported debt	\$7,773,303	\$8,713,741
Less: Current portion of supported debt	(\$907,838)	(\$940,438)
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	\$22,860,447	\$22,496,332
<b>Total long term liabilities</b>	<b>\$30,082,617</b>	<b>\$30,634,066</b>
<b>TOTAL LIABILITIES</b>	<b>\$34,971,399</b>	<b>\$36,471,042</b>
<b>NET ASSETS</b>		
Unrestricted net assets	(\$0)	\$0
Operating Reserves	\$32,258	\$32,258
Accumulated Operating Surplus (Deficit)	\$32,258	\$32,258
Investment in capital assets	\$1,122,692	\$1,073,720
Capital Reserves	\$481,666	\$522,180
Total Capital Funds	\$1,604,358	\$1,595,900
<b>Total net assets</b>	<b>\$1,636,616</b>	<b>\$1,628,158</b>
<b>TOTAL LIABILITIES AND NET ASSETS</b>	<b>\$36,608,015</b>	<b>\$38,099,200</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	\$18,088,232	\$18,197,107	\$17,755,891
Alberta Infrastructure	\$2,449,304	\$2,308,660	\$1,051,094
Alberta Finance	\$857,490	\$1,109,607	\$957,249
Other Government of Alberta	\$97,977	\$84,202	\$157,253
Federal Government and/or First Nations	\$15,806	\$13,260	\$0
Other Alberta school authorities	\$4,322	\$0	\$0
Out of province authorities	\$0	\$0	\$0
Alberta Municipalities (excluding supplementary requisitions)	\$0	\$0	\$0
Instruction resource fees	\$117,410	\$119,093	\$107,197
Transportation fees	\$1,200	\$0	\$1,600
Other sales and services	\$42,948	\$0	\$42,861
Investment income	\$60,856	\$12,250	\$58,092
Gifts and donations	\$0	\$0	\$40,000
Rentals of facilities	\$31,565	\$34,000	\$31,291
Net school generated funds	\$9,953	\$325,000	\$13,573
Gains on disposal of capital assets	\$0	\$0	\$0
Amortization of capital allocations	\$1,276,552	\$998,816	\$1,209,340
<b>Total Revenues</b>	<b>\$23,053,616</b>	<b>\$23,201,995</b>	<b>\$21,425,441</b>
<b>EXPENSES</b>			
Certificated salaries	\$11,156,347	\$11,540,724	\$10,303,514
Certificated benefits	\$1,549,306	\$1,545,647	\$1,428,062
Uncertificated salaries and wages	\$3,281,031	\$3,075,217	\$3,123,529
Uncertificated benefits	\$729,762	\$606,936	\$624,970
Services, contracts and supplies	\$4,181,896	\$4,000,048	\$3,885,034
Net school generated funds	\$9,953	\$325,000	\$13,573
<b>Capital and debt services</b>			
Amortization of capital assets			
Supported	\$1,276,552	\$998,816	\$1,209,340
Unsupported	\$58,785	\$0	\$51,474
<b>Total Amortization of capital assets</b>	<b>\$1,335,337</b>	<b>\$998,816</b>	<b>\$1,260,814</b>
Interest on capital debt			
Supported	\$857,490	\$1,109,607	\$957,249
Unsupported	\$0	\$0	\$0
<b>Total Interest on capital debt</b>	<b>\$857,490</b>	<b>\$1,109,607</b>	<b>\$957,249</b>
Other interest charges	\$89	\$0	\$197
Losses on disposal of capital assets	\$0	\$0	\$0
<b>Total Expenses</b>	<b>\$23,101,211</b>	<b>\$23,201,995</b>	<b>\$21,596,942</b>
<b>SURPLUS (DEFICIT) OF REVENUES OVER EXPENSES BEFORE FUNDING ALLOCATED FOR CAPITAL PURPOSES AND EXTRAORDINARY ITEM</b>			
	(\$47,594)	\$0	(\$171,501)
Block BQRP revenue used for capital purposes	\$0	\$0	\$0
Block MOD revenue used for capital purposes	\$56,052	\$0	\$646,964
1999 One-time grant revenue used for capital purposes	\$0	\$0	\$0
Extraordinary Item	\$0	\$0	\$0
<b>SURPLUS (DEFICIT) OF REVENUES OVER EXPENSES</b>	<b>\$8,458</b>	<b>\$0</b>	<b>\$475,463</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	\$8,458	\$475,463
Add (Deduct) items not requiring cash:		
Amortization of capital allocations revenue	(\$1,276,552)	(\$1,209,340)
Total amortization expense	\$1,335,337	\$1,260,814
Gains on disposal of capital assets	\$0	\$0
Losses on sale of capital assets	\$0	\$0
Changes in accrued accounts:		
Accounts receivable	\$232,683	(\$1,646,011)
Prepays and other current assets	(\$74,792)	(\$67,827)
Payables and accrued liabilities	\$67,386	(\$1,620,969)
Deferred revenue	(\$370,017)	(\$482,474)
Employee future benefit expense (recovery)	\$0	\$0
Other (describe)	\$0	\$0
<b>Total sources (uses) of cash from Operations</b>	<b>(\$77,497)</b>	<b>(\$3,290,344)</b>
<b>B. INVESTING ACTIVITIES</b>		
Purchases of capital assets		
Land	\$0	\$0
Buildings	(\$756,281)	(\$2,191,032)
Equipment	(\$51,705)	(\$18,168)
Vehicles	\$0	(\$36,732)
Net proceeds from disposal of capital assets	\$0	\$0
Other (describe)	\$0	\$0
<b>Total sources (uses) of cash from Investing activities</b>	<b>(\$807,986)</b>	<b>(\$2,245,932)</b>
<b>C. FINANCING ACTIVITIES</b>		
Capital allocations received	\$87,266	\$3,171,214
Issue of long term debt	\$0	\$0
Repayment of long term debt	(\$940,438)	(\$960,053)
Add back: supported portion	\$940,438	\$960,053
Other (describe)	\$0	\$0
<b>Total sources (uses) from Financing activities</b>	<b>\$87,266</b>	<b>\$3,171,214</b>
<b>Net sources (uses) of cash equivalents* during year</b>	<b>(\$798,217)</b>	<b>(\$2,365,062)</b>
<b>Cash Equivalents at the beginning of the year</b>	<b>\$2,231,982</b>	<b>\$4,597,044</b>
<b>Cash Equivalents at the end of the year</b>	<b>\$1,433,765</b>	<b>\$2,231,982</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: 4130

	(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>	\$1,628,158	\$1,073,720	\$0	\$554,438	\$24,266	\$0	\$0	\$0	\$445,292	\$7,992	\$76,888	\$0	\$0	\$0	\$0
Prior period adjustments (describe)															
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Adjusted Balance, Aug.31, 2002</b>	\$1,628,158	\$1,073,720	\$0	\$554,438	\$24,266	\$0	\$0	\$0	\$445,292	\$7,992	\$76,888	\$0	\$0	\$0	\$0
Surplus(def) of revenue over expenses	\$8,458		\$8,458												
Block BQRP funded capital transactions		\$0	\$0												
Block MOD funded capital transactions		\$56,052	(\$56,052)												
Board funded capital transactions		\$51,705	\$0	(\$51,705)	\$0	\$0	\$0		(\$51,705)	\$0	\$0	\$0	\$0	\$0	\$0
Donations of non-amortizable assets	\$0	\$0													
Amortization of capital assets		(\$1,335,337)	\$1,335,337												
Amortization of capital allocations		\$1,276,552	(\$1,276,552)												
Disposal of unsupported capital assets	\$0	\$0	\$0	\$0		\$0			\$0		\$0		\$0		\$0
Disposal of supported capital assets	\$0	\$0	\$0			\$0			\$0		\$0		\$0		\$0
Debt principal payments (unsupported)		\$0	\$0												
Net transfers to operating reserves			\$0	\$0	\$0		\$0			\$0		\$0		\$0	
Net transfers from operating reserves			\$0	\$0	\$0		\$0			\$0		\$0		\$0	
Net transfers to capital reserves			(\$11,191)	\$11,191		\$0			(\$12,555)		\$23,746		\$0		\$0
Net transfers from capital reserves			\$0	\$0		\$0					\$0		\$0		\$0
<b>Balance at August 31, 2003</b>	\$1,636,616	\$1,122,692	(\$0)	\$513,924	\$24,266	\$0	\$0	\$0	\$381,032	\$7,992	\$100,634	\$0	\$0	\$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>	\$2,259,195	\$22,496,332
<b>Prior period adjustment</b>	\$0	
<b>Adjusted balance, August 31, 2002</b>	\$2,259,195	\$22,496,332
<b>Add:</b>		
<b>Capital allocations from:</b>		
AB Infrastructure - New/Modernization Projects	\$20,276	
Other Government of Alberta	\$0	
Federal Government and/or First Nations	\$0	
Other sources	\$0	
<b>Interest earned on provincial government capital allocations</b>	\$66,990	
<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>		\$940,438
<b>Expended capital allocations - current year</b>	(\$700,229)	\$700,229
<b>Less:</b>		
<b>Unamortized Capital Allocation affected by a disposal through transfer out</b>		\$0
<b>Capital allocations amortized to revenue</b>		\$1,276,552
<b>Balance at August 31, 2003</b>	\$1,646,232	\$22,860,447

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



GRANDE PRAIRIE ROMAN CATHOLIC SEPARATE SCHOOL DISTRICT NO. 28  
NOTES TO THE FINANCIAL STATEMENTS  
YEAR ENDED AUGUST 31, 2003

1. AUTHORITY AND PURPOSE

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

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

2. SIGNIFICANT ACCOUNTING POLICIES

These financial statements are prepared in accordance with Canadian generally accepted accounting principles and accounting policies consistent with those prescribed by Alberta Learning for Alberta school jurisdictions. The significant accounting policies are as follows:

Revenue Recognition

Revenue is recognized as follows:

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

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

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

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.

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.



GRANDE PRAIRIE ROMAN CATHOLIC SEPARATE SCHOOL DISTRICT NO. 28  
NOTES TO THE FINANCIAL STATEMENTS  
YEAR ENDED AUGUST 31, 2003

2. SIGNIFICANT ACCOUNTING POLICIES - continued

Capital Assets

Capital assets are recorded at cost. Only capital assets with a cost in excess of \$5,000 are capitalized. Any capital allocations received for asset additions are amortized over the same period as the related asset. Rates of amortization applied on a straight-line basis to write off the cost of capital assets over their estimated useful lives are as follows:

Buildings	2.5% to 10%	(10 years to 40 years)
Equipment	10% to 20%	( 5 years to 10 years)
Vehicles	10% to 20%	( 5 years to 10 years)

No amortization is recorded in the year of acquisition.

When capital assets are sold or scrapped, the cost of the asset and the related accumulated amortization are removed from the accounts and any resulting gain or loss on disposal is reflected in income. No amortization is recorded in the year of disposition.

School Generated Funds

Funds generated from school based activities are included as assets, liabilities, revenues and expenses of the school jurisdiction because the accountability and control/ownership of these funds rests with school jurisdiction officials or their appointee(s).

Vacation Pay

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

Contributed Services

Volunteers assist schools operated by the School District in carrying out certain activities. Because of the difficulty of determining their fair value and the fact that such assistance is generally not otherwise purchased, contributed services are not recognized in the financial statements.

Pension Obligation

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 Grande Prairie Roman Catholic Separate School Division No. 28 does not make pension contributions for certificated staff.



GRANDE PRAIRIE ROMAN CATHOLIC SEPARATE SCHOOL DISTRICT NO. 28  
NOTES TO THE FINANCIAL STATEMENTS  
YEAR ENDED AUGUST 31, 2003

2. SIGNIFICANT ACCOUNTING POLICIES - continued

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 \$136,728 (2002 - \$116,250) for the year ended August 31, 2003. At December 31, 2002, the Local Authorities Pension Plan reported an actuarial deficiency of \$445 million.

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.

Employee Future Benefits

The jurisdiction 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 jurisdiction at this time.

Financial Instruments

The jurisdiction's financial instruments consist of cash, 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 60 of the *School Act* and Section 5 of the *Trustees Act*.

Measurement Uncertainty

The preparation of the 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 at the date of the financial statements and the reported amounts of revenues and expenses during the reporting period. By their nature, these estimates are subject to measurement uncertainty and the effect on the financial statements of changes in such estimates in future periods could be significant.



GRANDE PRAIRIE ROMAN CATHOLIC SEPARATE SCHOOL DISTRICT NO. 28  
 NOTES TO THE FINANCIAL STATEMENTS  
 YEAR ENDED AUGUST 31, 2003

3. ACCOUNTS RECEIVABLE

	<u>2003</u>	<u>2002</u>
Province of Alberta	\$ 589,274	\$ 717,265
Federal Government	63,867	17,959
Alberta Municipalities	603,647	752,004
Other Alberta School Jurisdictions	310,501	340,139
Other	<u>69,134</u>	<u>103,855</u>
	<u>\$ 1,636,423</u>	<u>\$ 1,931,222</u>

4. ACCOUNTS PAYABLE AND LIABILITIES

	<u>2003</u>	<u>2002</u>
Province of Alberta	\$ 904,142	\$ 456,849
Other Trade Payables and Accrued Liabilities	<u>1,158,920</u>	<u>1,538,827</u>
	<u>\$ 2,063,062</u>	<u>\$ 1,995,676</u>

5. DEFERRED REVENUE

	<u>2003</u>	<u>2002</u>
1999 One Time Grant	\$ -	\$ 29,345
2002 - 2003 One Time Equivalent to 3% increase in grants	-	38,707
Block BQRP funding	-	304,814
Other	<u>271,650</u>	<u>268,811</u>
	<u>\$ 271,650</u>	<u>\$ 641,677</u>

6. LONG-TERM DEBT

	<u>2003</u>	<u>2002</u>
Debentures - supported	\$ 7,773,303	\$ 8,713,741
Less current portion	<u>(907,838)</u>	<u>(940,438)</u>
	<u>\$ 6,865,465</u>	<u>\$ 7,773,303</u>



**GRANDE PRAIRIE ROMAN CATHOLIC SEPARATE SCHOOL DISTRICT NO. 28**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**YEAR ENDED AUGUST 31, 2003**

6. LONG-TERM DEBT - continued

The debentures are issued to the Alberta Municipal Financing Corporation to finance construction of school buildings, bear interest at rates ranging from 8.125% to 12.0% per annum and mature in 2004 through 2016.

Principal repayments required to maturity are as follows:

	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2004	\$ 907,838	\$ 807,228	\$ 1,715,066
2005	901,237	710,895	1,612,132
2006	890,838	615,256	1,506,094
2007	890,837	520,709	1,411,546
2008	849,209	426,161	1,275,370
2008 to maturity	3,333,344	1,051,374	4,384,718

7. INTERNALLY RESTRICTED NET ASSETS

Net assets may be restricted by authorization of the Board of Trustees for future capital expenditures and future operating expenditures. The amounts are established and expended in accordance with terms and conditions established by the Board.

	August 31, <u>2002</u>	<u>Appropriated</u>	<u>Utilized</u>	August 31, <u>2003</u>
Operating Reserves				
School-based	\$ 24,266	\$ -	\$ -	\$ 24,266
Board and system administration	<u>7,992</u>	<u>-</u>	<u>-</u>	<u>7,992</u>
	<u>32,258</u>	<u>-</u>	<u>-</u>	<u>32,258</u>
Capital Reserves				
Land	12,170	-	-	12,170
Buildings	76,888	23,746	-	100,634
Equipment	373,403	-	65,252	308,151
Vehicles	<u>59,719</u>	<u>992</u>	<u>-</u>	<u>60,711</u>
	<u>522,180</u>	<u>24,738</u>	<u>65,252</u>	<u>481,666</u>
	<u>\$ 554,438</u>	<u>\$ 24,738</u>	<u>\$ 65,252</u>	<u>\$ 513,924</u>



**GRANDE PRAIRIE ROMAN CATHOLIC SEPARATE SCHOOL DISTRICT NO. 28**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**YEAR ENDED AUGUST 31, 2003**

8. DEFERRED CAPITAL ALLOCATIONS

Capital allocations received for qualifying capital projects initiated by the jurisdiction have been capitalized. These allocations are amortized on a basis consistent with the capital asset that the allocation funded. Details of the changes in the deferred capital allocations account are as follows:

Balance – beginning of year	\$ 2,259,195	\$ 626,494
Allocations received and receivable during year	87,266	3,171,214
Transfers to unamortized capital allocations (note 9)	<u>(700,229)</u>	<u>(1,538,513)</u>
Balance – end of year	<u>\$ 1,646,232</u>	<u>\$ 2,259,195</u>

9. UNAMORTIZED CAPITAL ALLOCATIONS

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

Balance – beginning of year	\$ 22,496,332	\$ 21,252,356
Supported debenture principal repayments	940,438	960,053
Transfers from deferred capital allocations (note 8)	700,229	1,538,513
Less: Capital allocation revenue	(1,276,552)	(1,209,340)
Transfer of supported capital	<u>                  -</u>	<u>          (45,250)</u>
Balance – end of year	<u>\$ 22,860,447</u>	<u>\$ 22,496,332</u>

10. ECONOMIC DEPENDENCE

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



GRANDE PRAIRIE ROMAN CATHOLIC SEPARATE SCHOOL DISTRICT NO. 28  
NOTES TO THE FINANCIAL STATEMENTS  
YEAR ENDED AUGUST 31, 2003

11. BUDGET AMOUNTS

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

12. COMPARATIVE FIGURES

The budget 2003 and actual 2002 comparative figures have been reclassified where necessary to conform to actual 2003 presentation.



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

School Jurisdiction Code: \_\_\_\_\_ 4130

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	\$15,329,437	\$947,864	\$14,381,573						
(2) Support block	\$1,535,422				\$538,278			\$997,144	
(3) Instruction & support block reallocations	\$0	(\$89,015)	\$89,015		\$0			\$0	\$0
(4) Alberta Initiative for School Improvement (AISI)	\$382,735	\$0	\$382,735						
(5) Student Health Initiative (SHI)	\$0	\$0	\$0						\$0
(6) Supernet Access	\$12,288		\$12,288					\$0	
(7) Teacher Salary Enhancement (TSE)	\$676,000		\$676,000					\$0	\$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	\$152,350	\$912	\$70,337	\$81,101	\$0			\$0	\$0
<b>(11) Total Alberta Learning Revenue</b>	<b>\$18,088,232</b>	<b>\$859,761</b>	<b>\$15,611,948</b>	<b>\$81,101</b>	<b>\$538,278</b>			<b>\$997,144</b>	<b>\$0</b>
<b>Alberta Infrastructure</b>									
(12) Expensed Block Mod, Block BQRP support	\$304,814	\$0	\$0	\$304,814					
(13) Operations & Maintenance support	\$1,967,741			\$1,967,741					
(14) Operations & Maintenance support (One-Time)	\$176,749			\$176,749					
<b>(15) Total Alberta Infrastructure Revenue</b>	<b>\$2,449,304</b>	<b>\$0</b>	<b>\$0</b>	<b>\$2,449,304</b>					
<b>Alberta Finance</b>									
(16) Alberta Finance	\$857,490			\$857,490	\$0			\$0	\$0
(17) Other - Government of Alberta	\$97,977	\$0	\$7,333	\$0	\$0			\$0	\$90,644
(18) Federal Government and/or First Nations	\$15,806		\$15,806	\$0	\$0			\$0	\$0
(19) Other Alberta school authorities	\$4,322		\$4,322	\$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	\$117,410	\$9,917	\$107,493						
(23) Transportation fees	\$1,200				\$1,200				
(24) Other sales and services	\$42,948	\$0	\$37,989	\$0	\$0			\$4,959	\$0
(25) Investment income	\$60,856		\$45,642	\$9,128	\$0			\$6,086	\$0
(26) Gifts and donations	\$0	\$0	\$0	\$0	\$0				\$0
(27) Rentals of facilities	\$31,565		\$13,870	\$0	\$0			\$17,695	\$0
(28) Net school generated funds	\$9,953		\$9,953					\$0	
(29) Gains on disposal of capital assets	\$0		\$0	\$0	\$0			\$0	\$0
(30) Amortization of capital allocations	\$1,276,552		\$0	\$1,276,552	\$0				\$0
<b>(31) TOTAL REVENUES</b>	<b>\$23,053,616</b>	<b>\$869,678</b>	<b>\$15,854,356</b>	<b>\$4,673,576</b>	<b>\$539,478</b>			<b>\$1,025,884</b>	<b>\$90,644</b>
<b>EXPENSES</b>									
(32) Certificated salaries	\$11,156,347	\$456,017	\$10,539,558				\$160,772	\$160,772	\$0
(33) Certificated benefits	\$1,549,306	\$69,181	\$1,434,568				\$45,557	\$45,557	\$0
(34) Uncertificated salaries and wages	\$3,281,031	\$222,972	\$1,721,319	\$933,511	\$14,157	\$98,749	\$290,323	\$389,072	\$0
(35) Uncertificated benefits	\$729,762	\$45,007	\$388,555	\$199,293	\$3,720	\$20,461	\$72,726	\$93,187	\$0
<b>(36) SUB - TOTAL</b>	<b>\$16,716,446</b>	<b>\$793,177</b>	<b>\$14,084,000</b>	<b>\$1,132,804</b>	<b>\$17,877</b>	<b>\$119,210</b>	<b>\$569,378</b>	<b>\$688,588</b>	<b>\$0</b>
(37) Services, contracts & supplies	\$4,181,896	\$76,501	\$1,677,614	\$1,570,797	\$448,277	\$30,698	\$287,365	\$318,063	\$90,644
(38) Cost recoveries & transfers (must balance to zero)	\$0		\$105,334	(\$105,334)				\$0	\$0
(39) Net school generated funds	\$9,953		\$9,953						
<b>Capital and debt services</b>									
Amortization of capital assets									
(40) Supported	\$1,276,552	\$0	\$0	\$1,276,552	\$0		\$0	\$0	\$0
(41) Unsupported	\$58,785	\$0	\$35,039	\$0	\$0	\$0	\$23,746	\$23,746	\$0
(42) Total Amortization	\$1,335,337	\$0	\$35,039	\$1,276,552	\$0	\$0	\$23,746	\$23,746	\$0
Interest on capital debt									
(43) Supported	\$857,490	\$0	\$0	\$857,490	\$0		\$0	\$0	\$0
(44) Unsupported	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
(45) Other interest charges	\$89	\$0	\$89	\$0	\$0		\$0	\$0	\$0
(46) Losses on disposal of capital assets	\$0	\$0	\$0	\$0	\$0		\$0	\$0	\$0
<b>(47) TOTAL EXPENSES</b>	<b>\$23,101,211</b>	<b>\$869,678</b>	<b>\$15,912,029</b>	<b>\$4,732,309</b>	<b>\$466,154</b>	<b>\$149,908</b>	<b>\$880,489</b>	<b>\$1,030,397</b>	<b>\$90,644</b>
(48) Surplus(deficit) Before Funding Allocated for Capital Purposes	(\$47,594)	(\$0)	(\$57,673)	(\$58,733)	\$73,324			(\$4,513)	\$0
<b>Applicable student numbers/FTE equivalent</b>	<b>3,063.5</b>	<b>287</b>	<b>2,920.0</b>	<b>3,061.5</b>	<b>971</b>			<b>3,063.5</b>	
<b>AVERAGE PROGRAM COSTS per student</b>	<b>\$7,541</b>	<b>\$3,030</b>	<b>\$5,449</b>	<b>\$1,546</b>	<b>\$480</b>			<b>\$336</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	\$8,884,295	\$913,109	\$119,138	\$291,800	\$39,625	\$291,591	\$0	\$10,539,558
Certificated benefits	\$1,247,871	\$90,151	\$17,566	\$42,879	\$6,614	\$29,487	\$0	\$1,434,568
Uncertificated salaries and wages	\$285,986	\$794,432	\$45,050	\$230,190	\$365,661	\$0	\$0	\$1,721,319
Uncertificated benefits	\$68,900	\$172,024	\$10,951	\$55,526	\$81,154	\$0	\$0	\$388,555
<b>SUB - TOTAL REMUNERATION</b>	\$10,487,052	\$1,969,716	\$192,705	\$620,395	\$493,054	\$321,078	\$0	\$14,084,000
Services, contracts & supplies	\$1,380,086	\$76,108	\$24,243	\$55,706	\$80,587	\$60,884	\$0	\$1,677,614
Cost recoveries & transfers	\$105,334		\$0			\$0	\$0	\$105,334
Net school generated funds	\$9,953							\$9,953
Amortization of capital assets								
Supported	\$0	\$0	\$0					\$0
Unsupported	\$35,039	\$0	\$0					\$35,039
<b>Total Amortization</b>	\$35,039	\$0	\$0					\$35,039
Interest on capital debt								
Supported	\$0	\$0						\$0
Unsupported	\$0	\$0						\$0
Other interest charges	\$89	\$0						\$89
Losses on disposal of capital assets	\$0	\$0						\$0
<b>TOTAL EXPENSES</b>	\$12,017,553	\$2,045,824	\$216,948	\$676,101	\$573,641	\$381,962	\$0	\$15,912,029
FTE Certificated				4.5	0.6			
FTE Uncertificated				11.5	18.3			

**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>	\$12,609,527	\$1,103,662	\$134,915	\$89,015	\$13,937,118	\$12,158,135	\$1,778,983
School Admin & Instruction Support Expenses						\$2,045,824	(\$2,045,824)
System Instruction Support Expenses						\$216,948	(\$216,948)
<b>Total Basic Instruction</b>	\$12,609,527	\$1,103,662	\$134,915	\$89,015	\$13,937,118	\$14,420,907	(\$483,789)
<b>Sub-Programs &amp; Initiatives</b>							
Severely Disabled	\$542,051		\$0		\$542,051	\$573,641	(\$31,590)
English as a Second Language	\$40,995				\$40,995	\$41,000	(\$5)
Enhanced Opportunities	\$20,000				\$20,000	\$20,000	\$0
First Nations, Metis, and Inuit Education	\$182,657		\$0		\$182,657	\$189,823	(\$7,166)
Institutional Programs	\$0				\$0	\$0	\$0
Sparsity & Distance	\$572,324				\$572,324		\$572,324
Growth & Density	\$996				\$996		\$996
Teacher Assistants Program	\$66,224				\$66,224	\$66,224	\$0
Early Literacy Initiative (K-2)	\$133,140				\$133,140	\$136,104	(\$2,964)
Learning Resources Credit & Resources for the Classroom	\$24,148	\$37,698	\$107,493		\$169,339	\$169,339	\$0
Technology Integration	\$125,130		\$0		\$125,130	\$230,610	(\$105,480)
French Language Program & Francisation (all jurisdictions)	\$62,856		\$0		\$62,856	\$62,856	\$0
Home Education	\$1,525		\$0		\$1,525	\$1,525	\$0
<b>Total Sub-Programs &amp; Initiatives</b>	\$1,772,046		\$107,493		\$1,917,237	\$1,491,122	\$426,115
<b>INSTRUCTION, GRADES 1-12 (plus Early Lit. ECS)</b>	\$14,381,573	\$1,141,360	\$242,408	\$89,015	\$15,854,356	\$15,912,029	(\$57,673)

**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>	\$947,864	\$14,381,573		\$538,278	\$997,144	
<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 \$15,329,437 = \$306,589 \$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	(\$89,015)	\$89,015				
<b>AMOUNTS REFLECTED ON SCHEDULE A (Line 3)</b>	(\$89,015)	\$89,015		\$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)	\$15,204,307
Support Block - Transportation	\$538,278
<b>SUBTOTAL</b>	<b>\$15,742,585</b>
<b>Other Revenues</b>	
Alberta Infrastructure (Operations & Maintenance and Lease support)	\$1,967,741
Teacher Salary Enhancement	\$676,000
Other Alberta Learning revenues (Describe)	\$0
Other - Government of Alberta (Excluding Alberta Finance)	\$97,977
Federal government/First Nations	\$15,806
Other Alberta school authorities	\$4,322
Out of province local authorities	\$0
Alberta municipalities	\$0
Other sales and services	\$42,948
Interest on investments	\$60,856
Rentals of facilities	\$31,565
Gains on disposal of capital assets	\$0
Amortization of capital allocations	\$1,276,552
<b>School generated funds (Schedule E)</b>	<b>\$1,077,114</b>
<b>BASE TOTAL FOR CALCULATING MAXIMUM EXPENSE LIMITS</b>	<b>\$20,993,468</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>5.40%</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)	\$1,133,647
<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>\$1,133,647</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	\$1,030,397
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>\$1,030,397</b>
Maximum Expense Limit for Board & System Administration (Step 3)	\$1,133,647
<b>ACTUAL EXPENSES - OVER(UNDER) MAXIMUM EXPENSE LIMIT</b>	<b>-\$103,250</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)	\$290,031
<b>Source of School Generated Funds:</b>	
Total School Generated Funds for the year (Note 2)	\$1,077,114
Less: SGF - related cost recoveries (Note 3)	\$1,124,733
- capitalized at the District level (Note 4)	\$0
<b>Net Total</b>	<b>(\$47,619)</b>
Plus: Donations Received (Note 5)	\$67,529
<b>Equals: Net Additions to SGF</b>	<b>\$19,910</b>
<b>Net SGF Available for discretionary spending</b>	<b>\$309,941</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)	\$9,953
<b>Unexpended SGF - Closing Balance August 31, 2003</b>	<b>\$299,988</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	\$794,297	\$86,828		\$15,015	\$37,371	\$933,511		\$933,511
Uncertificated benefits	\$168,785	\$17,719		\$1,802	\$10,987	\$199,293		\$199,293
<b>Sub-total Remuneration</b>	\$963,082	\$104,547	\$0	\$16,817	\$48,358	\$1,132,804		\$1,132,804
Contracted Services	\$57,893	\$80,592		\$292,792	\$14,832	\$446,109		\$446,109
Supplies	\$164,082	\$111,467		\$26,996	\$2,169	\$304,714		\$304,714
Electricity			\$440,423			\$440,423		\$440,423
Natural Gas/Heating Fuel			\$264,932			\$264,932		\$264,932
Sewer and Water			\$46,043			\$46,043		\$46,043
Telecommunications			\$1,507			\$1,507		\$1,507
Insurance					\$67,069	\$67,069		\$67,069
<b>Amortization of capital assets</b>								
Supported							\$1,276,552	\$1,276,552
Unsupported						\$0		\$0
<b>Total Amortization</b>						\$0	\$1,276,552	\$1,276,552
<b>Interest on capital debt</b>								
Supported							\$857,490	\$857,490
Unsupported						\$0		\$0
<b>Other interest charges</b>						\$0		\$0
<b>Losses on disposal of capital assets</b>								\$0
<b>Cost recoveries &amp; transfers</b>						(\$105,334)		(\$105,334)
<b>TOTAL EXPENSES</b>	\$1,185,057	\$296,606	\$752,905	\$336,605	\$132,428	\$2,598,267	\$2,134,042	\$4,732,309
<b>SQUARE METRES</b>								
School Buildings								37,516.9
Non School Buildings								929.0

- 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 Morag Mochan	1.0	\$20,625	\$1,056	\$0	\$0	\$0	\$21,681	\$4,379
Name	0.0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Other Board Members:</b>								
Name Alice Brick	1.0	\$15,188	\$1,450	\$0	\$0	\$0	\$16,638	\$4,178
Name Joe Kramer	1.0	\$11,215	\$3,866	\$3,640	\$0	\$0	\$18,711	\$1,046
Name John Kroi	1.0	\$12,494	\$3,868	\$2,853	\$0	\$0	\$19,215	\$3,057
Name Angela Peters	1.0	\$13,755	\$3,798	\$0	\$0	\$0	\$17,553	\$4,964
Name Derek Dyck	1.0	\$11,969	\$3,713	\$0	\$0	\$0	\$15,682	\$1,407
Name Shaun Muldoon	1.0	\$13,503	\$2,721	\$0	\$0	\$0	\$16,224	\$5,173
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>\$98,749</b>	<b>\$20,462</b>	<b>\$6,493</b>	<b>\$0</b>	<b>\$0</b>	<b>\$125,704</b>	<b>\$24,204</b>
Superintendent Byrn Kulmatycki	1.0	\$121,454	\$9,248	\$2,517	\$0	\$18,218	\$151,437	\$5,306
Superintendent	0.0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Secretary/Treasurer Grant Burge	1.0	\$89,903	\$14,777	\$0	\$0	\$13,485	\$118,165	\$2,555
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	171.5	\$11,014,158	\$1,540,058	\$0	\$0	\$0	\$12,554,216	
Uncertificated Salaries & Wages	98.1	\$3,072,400	\$694,523	\$0	\$0	\$0	\$3,766,923	
<b>TOTALS</b>		<b>\$14,396,664</b>	<b>\$2,279,068</b>	<b>\$9,010</b>	<b>\$0</b>	<b>\$31,703</b>	<b>\$16,716,445</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.