

**AUDITED  
FINANCIAL STATEMENTS  
and Supporting Schedules  
FOR THE YEAR ENDED AUGUST 31, 2004**  
[School Act, Sections 147(2)(a), 148, 151(1) and 276]

**Sturgeon School Division No. 24**

Legal Name of School Jurisdiction

**9820 - 104 Street, Morinville, AB T8R 1N8**

Mailing Address

**Telephone - 780-939-4341 Fax - 780-939-5520**

Telephone and Fax Numbers

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

The financial statements and supporting schedules Sturgeon School Division No. 24

(Legal 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.

<b>BOARD CHAIRMAN</b>	
<b>Terry Jewell</b>	<b>"ORIGINAL SIGNED"</b>
<small>Name</small>	<small>Signature</small>

<b>SUPERINTENDENT</b>	
<b>Evan Miller</b>	<b>"ORIGINAL SIGNED"</b>
<small>Name</small>	<small>Signature</small>

<b>SECRETARY TREASURER OR TREASURER</b>	
<b>Karen Parasynchuk</b>	<b>"ORIGINAL SIGNED"</b>
<small>Name</small>	<small>Signature</small>

**24-Nov-04**

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Board-approved Release Date

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# Hawkings Epp Dumont LLP

## Chartered Accountants

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### AUDITORS' REPORT

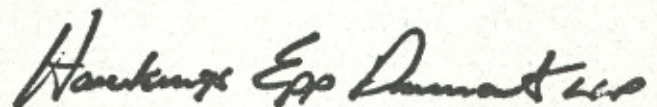
To the Board of Trustees  
Sturgeon School Division No. 24

We have audited the statement of financial position of Sturgeon School Division No. 24 as at August 31, 2004 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 audit 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, 2004 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.



Edmonton, Alberta  
October 25, 2004

HAWKINGS EPP DUMONT LLP  
Chartered Accountants

**Founding Partners**  
F.J. Bruha, CA (Deceased)  
A.W. Whelan, CA (Retired)

**Stony Plain Office**  
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\*Professional Corporation

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

(in dollars)

	2004	2003
<b>ASSETS</b>		
Current assets		
Cash and temporary investments	\$2,322,715	\$3,526,129
Accounts receivable (net after allowances)	\$1,371,742	\$1,160,982
Prepaid expenses	\$256,570	\$495,980
Other current assets	\$25,144	\$0
<b>Total current assets</b>	<b>\$3,976,171</b>	<b>\$5,183,091</b>
School generated assets	\$298,110	\$295,831
Trust assets	\$38,277	\$39,035
Long term accounts receivable	\$0	\$0
Long term investments	\$0	\$0
Capital assets		
Land	\$1,424,541	\$1,424,541
Buildings	\$46,098,446	
Less: accumulated amortization	(\$21,619,737)	\$24,478,709
Equipment	\$2,696,987	
Less: accumulated amortization	(\$1,316,930)	\$1,380,057
Vehicles	\$814,946	
Less: accumulated amortization	(\$439,721)	\$375,225
<b>Total capital assets</b>	<b>\$27,658,532</b>	<b>\$28,778,489</b>
<b>TOTAL ASSETS</b>	<b>\$31,971,089</b>	<b>\$34,296,446</b>
<b>LIABILITIES</b>		
Current liabilities		
Bank indebtedness		\$0
Accounts payable and accrued liabilities	\$977,985	\$754,291
Deferred revenue	\$232,365	\$473,816
Deferred capital allocations	\$205,329	\$220,024
Current portion of all long term debt	\$725,618	\$860,285
<b>Total current liabilities</b>	<b>\$2,141,297</b>	<b>\$2,308,416</b>
School generated liabilities	\$298,110	\$295,831
Trust liabilities	\$38,277	\$39,035
Employee future benefits liability	\$0	\$0
Long term debt		
Supported: Debentures and other supported debt	\$3,485,843	\$4,336,428
Less: Current portion of supported debt	(\$715,218)	(\$850,585)
Unsupported: Debentures and Capital Loans	\$60,007	\$69,694
Capital Leases		\$0
Mortgages	\$0	\$0
Less: Current portion of unsupported debt	(\$10,400)	(\$9,700)
Unamortized capital allocations	\$20,911,880	\$21,428,841
<b>Total long term liabilities</b>	<b>\$24,068,499</b>	<b>\$25,309,544</b>
<b>TOTAL LIABILITIES</b>	<b>\$26,209,796</b>	<b>\$27,617,960</b>
<b>NET ASSETS</b>		
Unrestricted net assets	\$273,827	\$293,870
Operating Reserves	\$1,943,788	\$3,098,213
Accumulated Operating Surplus (Deficit)	\$2,217,615	\$3,392,083
Investment in capital assets	\$3,200,800	\$2,943,526
Capital Reserves	\$342,877	\$342,877
Total Capital Funds	\$3,543,677	\$3,286,403
<b>Total net assets</b>	<b>\$5,761,292</b>	<b>\$6,678,486</b>
<b>TOTAL LIABILITIES AND NET ASSETS</b>	<b>\$31,971,089</b>	<b>\$34,296,446</b>

**Note:** Input "(Restated)" in 2003 column heading where comparatives are not taken from the finalized 2002-2003 Audited Financial Statements.

**STATEMENT OF REVENUES AND EXPENSES**  
for the Year Ended August 31

(in dollars)

	Actual 2004	Budget 2004	Actual 2003
<b>REVENUES</b>			
Alberta Learning	\$32,268,729	\$32,420,021	\$31,623,401
Alberta Infrastructure	\$3,474,669	\$3,224,963	\$3,370,655
Alberta Finance	\$405,288	\$405,288	\$505,108
Other Government of Alberta	\$201,926	\$255,700	\$235,331
Federal Government and/or First Nations	\$344,145	\$337,348	\$354,188
Other Alberta school authorities	\$0	\$0	\$0
Out of province authorities	\$0	\$0	\$0
Alberta Municipalities	\$0	\$0	\$0
Instruction resource fees	\$251,683	\$275,618	\$273,619
Transportation fees	\$0	\$0	\$0
Other sales and services	\$513,620	\$118,500	\$430,428
Investment income	\$104,885	\$108,000	\$148,259
Gifts and donations	\$0	\$0	\$17,252
Rentals of facilities	\$0	\$0	\$0
Net school generated funds	\$68,175	\$254,638	\$52,890
Gains on disposal of capital assets	\$16,452	\$0	\$4,900
Amortization of capital allocations	\$1,461,303	\$1,219,678	\$1,216,267
<b>Total Revenues</b>	<b>\$39,110,874</b>	<b>\$38,619,754</b>	<b>\$38,232,298</b>
<b>EXPENSES</b>			
Certificated salaries	\$19,175,600	\$18,534,168	\$18,333,645
Certificated benefits	\$1,948,835	\$1,870,877	\$1,860,096
Uncertificated salaries and wages	\$7,069,893	\$6,104,230	\$6,672,364
Uncertificated benefits	\$1,469,181	\$1,554,531	\$1,326,481
Services, contracts and supplies	\$8,092,813	\$9,322,663	\$7,820,035
Net school generated funds	\$68,175	\$254,638	\$52,890
<b>Capital and debt services</b>			
Amortization of capital assets			
Supported	\$1,461,303	\$1,219,678	\$1,216,267
Unsupported	\$336,980	\$120,696	\$250,061
Total Amortization of capital assets	\$1,798,283	\$1,340,374	\$1,466,328
Interest on capital debt			
Supported	\$405,288	\$405,288	\$505,108
Unsupported	\$0	\$0	\$0
Total Interest on capital debt	\$405,288	\$405,288	\$505,108
Other interest charges	\$0	\$0	\$0
Losses on disposal of capital assets	\$0	\$0	\$0
<b>Total Expenses</b>	<b>\$40,028,068</b>	<b>\$39,386,769</b>	<b>\$38,036,947</b>
<b>SURPLUS (DEFICIT) OF REVENUES OVER EXPENSES BEFORE UNRESTRICTED REVENUES USED FOR CAPITAL PURPOSES AND EXTRAORDINARY ITEM</b>			
	(\$917,194)	(\$767,015)	\$195,351
Unrestricted revenues used for capital purposes	\$0	\$0	\$0
Extraordinary Item	\$0	\$0	\$0
<b>SURPLUS (DEFICIT) OF REVENUES OVER EXPENSES</b>	<b>(\$917,194)</b>	<b>(\$767,015)</b>	<b>\$195,351</b>

**Note:** Input "(Restated)" in Budget 2004 and/or Actuals 2003 column headings where comparatives are not taken from the respective finalized 2003-2004 Budget Report and/or finalized 2002-2003 Audited Financial Statements.



**STATEMENT OF CASH FLOWS**

for the Year Ended August 31

(in dollars)

	2004	2003 3526129
<b>CASH FLOWS FROM:</b>		
<b>A. OPERATIONS</b>		
Surplus (deficit) of revenues over expenses for the year	(\$917,194)	\$195,352
Add (Deduct) items not requiring cash:		
Amortization of capital allocations revenue	(\$1,461,303)	(\$1,216,267)
Total amortization expense	\$1,798,283	\$1,466,328
Gains on disposal of capital assets	(\$16,452)	(\$4,900)
Losses on sale of capital assets	\$0	\$0
Changes in accrued accounts:		
Accounts receivable	(\$210,760)	(\$498,515)
Prepays and other current assets	\$214,266	(\$133,967)
Long term accounts receivable	\$0	
Long term investments	\$0	
Payables and accrued liabilities	\$223,694	(\$1,512,269)
Deferred revenue	(\$241,451)	(\$353,303)
Employee future benefits	\$0	\$0
Other (describe)	\$0	\$0
<b>Total sources (uses) of cash from Operations</b>	<b>(\$610,917)</b>	<b>(\$2,057,541)</b>
<b>B. INVESTING ACTIVITIES</b>		
Purchases of capital assets		
Land	\$0	\$0
Buildings	(\$206,241)	(\$2,322,474)
Equipment	(\$380,640)	(\$681,037)
Vehicles	(\$98,992)	\$0
Net proceeds from disposal of capital assets	\$24,000	\$4,932
Other (describe)	\$0	\$0
<b>Total sources (uses) of cash from Investing activities</b>	<b>(\$661,873)</b>	<b>(\$2,998,579)</b>
<b>C. FINANCING ACTIVITIES</b>		
Capital allocations received	\$79,062	\$569,848
Issue of long term debt	\$0	\$0
Repayment of long term debt	(\$860,272)	(\$1,091,120)
Add back: supported portion	\$850,585	\$1,082,389
Other (describe)	\$0	(\$32)
<b>Total sources (uses) from Financing activities</b>	<b>\$69,375</b>	<b>\$561,085</b>
<b>Net sources (uses) of cash equivalents* during year</b>	<b>(\$1,203,414)</b>	<b>(\$4,495,035)</b>
<b>Cash Equivalents at the beginning of the year</b>	<b>\$3,526,129</b>	<b>\$8,021,164</b>
<b>Cash Equivalents at the end of the year</b>	<b>\$2,322,715</b>	<b>\$3,526,129</b>

**Notes:** Cash equivalents consist of cash and temporary investments net of bank indebtedness.

Input "(Restated)" in 2003 column heading where not taken from the finalized 2002-2003 Audited Financial Statements.

**STATEMENT OF CHANGES IN NET ASSETS**  
**for the Year Ended August 31, 2004**  
(in dollars)

School Jurisdiction Code: 1110

	(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	(12)	(13)	(14)
	TOTAL NET ASSETS (Columns 2+3+4)	INVESTMENT IN CAPITAL ASSETS	UNRESTRICTED NET ASSETS	TOTAL RESTRICTED NET ASSETS (Columns 5 to 14)	RESTRICTED NET ASSETS									
					School Based		Infrastructure		Board & System Admin.		Transportation		External Services	
					Unsupported Operating Reserves	Unsupported Capital Reserves	Unsupported O & M Operating 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, 2003</b>	\$6,678,486	\$2,943,526	\$293,870	\$3,441,090	\$2,711,405	\$5,134	\$207,891	\$333,024	\$200,170		(\$21,253)	\$4,719	\$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
<b>Adjusted Balance, Aug. 31, 2003</b>	\$6,678,486	\$2,943,526	\$293,870	\$3,441,090	\$2,711,405	\$5,134	\$207,891	\$333,024	\$200,170	\$0	(\$21,253)	\$4,719	\$0	\$0
Surplus(def) of revenue over expenses	(\$917,194)		(\$917,194)											
Board funded capital transactions		\$584,567	(\$584,567)	\$0		\$0	\$0	\$0		\$0	\$0	\$0	\$0	\$0
Donations of non-amortizable assets	\$0	\$0												
Amortization of capital assets		(\$1,798,283)	\$1,798,283											
Amortization of capital allocations		\$1,461,303	(\$1,461,303)											
Disposal of unsupported capital assets	\$0	\$0	\$0	\$0		\$0		\$0		\$0		\$0		\$0
Disposal of supported capital assets-unsupported portion	\$0	\$0	\$0			\$0		\$0		\$0		\$0		\$0
Debt principal payments (unsupported)		\$9,687	(\$9,687)											
Net transfers to operating reserves			(\$21,253)	\$21,253	\$0		\$0		\$0		\$21,253		\$0	
Net transfers from operating reserves			\$1,175,678	(\$1,175,678)	(\$950,552)		(\$207,891)		(\$17,235)		\$0		\$0	
Net transfers to capital reserves			\$0	\$0		\$0		\$0		\$0		\$0		\$0
Net transfers from capital reserves			\$0	\$0		\$0		\$0		\$0		\$0		\$0
<b>Balance at August 31, 2004</b>	\$5,761,292	\$3,200,800	\$273,827	\$2,286,665	\$1,760,853	\$5,134	\$0	\$333,024	\$182,935	\$0	\$0	\$4,719	\$0	\$0

**STATEMENT OF CAPITAL ALLOCATIONS  
(SUPPORTED CAPITAL FINANCING ONLY)**

**for the Year Ended August 31, 2004**

(in dollars)

	<b>Deferred Capital Allocations</b>	<b>Unamortized Capital Allocations</b>
<b>Balance at August 31, 2003</b>	\$220,024	\$21,428,841
<b>Add:</b>		
<b>Capital allocations from:</b> AB Infrastructure - New/Modernization Projects	\$78,977	
Other Government of Alberta	\$0	
Federal Government and/or First Nations	\$0	
Other sources	\$0	
<b>Interest earned on provincial government capital allocations</b>	\$85	
<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)</b>		\$0
<b>Current Year Debenture Principal Repayment</b>		\$850,585
<b>Expended capital allocations - current year</b>	(\$93,757)	\$93,757
<b>Less:</b>		
<b>Unamortized Capital Allocation affected by a disposal through transfer out</b>		\$0
<b>Capital allocations amortized to revenue</b>		\$1,461,303
<b>Balance at August 31, 2004</b>	\$205,329	\$20,911,880

**Note:** Input "(Restated)" beside Balance at August 31, 2003 where not taken from the finalized 2002-2003 Audited Financial Statements.



STURGEON SCHOOL DIVISION NO. 24

NOTES TO FINANCIAL STATEMENTS

AUGUST 31, 2004

**1. AUTHORITY AND PURPOSE**

The School Division delivers education programs under the authority of the *School Act*, Revised Statutes of Alberta 2000, Chapter S-3.

The School Division receives block allocations for instruction and support under Regulation 77/2003. The regulation allows for the setting of conditions and use of grant monies. The School Division is limited on administration expenses and is permitted to reallocate funding within the Alberta Learning instruction and support block areas.

**2. SIGNIFICANT ACCOUNTING POLICIES**

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

(a) Revenue Recognition

Revenue is recognized as follows:

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

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

Unrestricted contributions are recognized as revenue when received and 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 contributions are recognized as direct increases in net assets in the period in which they are received.

(b) Property and Equipment

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

Buildings	15 - 40 years
Equipment	5 and 10 years
Vehicles	5 and 10 years

Only property and equipment with costs in excess of \$5,000 are capitalized. Any capital funding received for asset additions is amortized over the same period as the related asset (see Note 10).

(c) School Generated Funds

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



STURGEON SCHOOL DIVISION NO. 24

NOTES TO FINANCIAL STATEMENTS (CONT'D)

AUGUST 31, 2004

**2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONT'D)**

(d) Vacation Pay

Vacation pay is accrued in the period in which the benefit is earned by the employee.

(e) Pensions

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

The Division participates in the multi-employer pension plan, Local Authorities Pension Plan. The expense for this pension plan is equivalent to the annual contributions of \$384,195 (2003 - \$308,991) during the fiscal year.

At December 31, 2003, the Local Authorities Pension Plan reported an actuarial deficiency of \$1,410,987,000 (2002 deficiency of \$444,980,000).

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 Division does not make pension contributions for certificated staff.

(f) Inventories

Inventories are valued at the lesser of cost or net realizable value.

(g) Prepaid Expenses

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

(h) Contributed Services

Volunteers contribute a considerable number of hours per year to various schools to ensure that certain programs, such as kindergarten, lunch services and the raising of school generated funds, are delivered. Because of the difficulty of compiling these hours and the fact that these services are not otherwise purchased, contributed services are not recognized in the financial statements.

(i) Financial Instruments

The School Division's financial instruments consist of cash, accounts receivable, accounts payable and accrued liabilities, and long-term debt. It is management's opinion that the School 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.

**3. ACCOUNTS RECEIVABLE**

	<u>2004</u>	<u>2003</u>
Alberta Infrastructure	\$ 911,047	\$ 349,794
Alberta Finance	202,392	254,716
Alberta Learning	77,854	369,279
Other	67,704	51,176
First Nations	62,305	61,135
Federal government	46,331	69,839
Other Province of Alberta	<u>4,109</u>	<u>5,043</u>
	<u>\$ 1,371,742</u>	<u>\$ 1,160,982</u>



**STURGEON SCHOOL DIVISION NO. 24**  
**NOTES TO FINANCIAL STATEMENTS (CONT'D)**  
**AUGUST 31, 2004**

**4. TRUST ASSETS AND LIABILITIES**

	<u>2004</u>	<u>2003</u>
Scholarship Trusts	\$ <u>38,277</u>	\$ <u>39,035</u>

(a) Scholarship Trusts

The School Division administers two separate trust funds which are used to pay the Frank Robinson scholarship and Halina Dudzic awards.

The School Division also holds trust funds on behalf of the Sturgeon School Division Bursary Foundation and is responsible for paying an annual bursary of \$600.

(b) Deferred Salary Leave Plan

During 1989, the School Division established a Deferred Salary Leave Plan, whereby employees are able, at their option, to defer a portion of their salary for a maximum period of six years. The funds are held in trust and invested in a savings trust account by the School Division.

**5. ACCOUNTS PAYABLE AND ACCRUED LIABILITIES**

	<u>2004</u>	<u>2003</u>
Other trade payables and accrued liabilities	\$ 656,883	\$ 483,952
Alberta Finance	202,392	254,716
Federal government	108,661	-
Alberta Municipalities	5,856	4,226
Other Alberta School Jurisdictions	4,118	11,397
Other Province of Alberta	<u>75</u>	<u>-</u>
	<u>\$ 977,985</u>	<u>\$ 754,291</u>

**6. DEFERRED REVENUE**

	<u>2004</u>	<u>2003</u>
Other	\$ 134,343	\$ 156,488
Alberta Initiative for School Improvement	76,057	-
Material fees	14,083	14,077
LRDC credit	7,882	20,839
Infrastructure Maintenance Program (formerly BQRP)	-	229,512
2002-03 budget one-time transportation grant	<u>-</u>	<u>52,900</u>
	<u>\$ 232,365</u>	<u>\$ 473,816</u>

**7. DEFERRED CAPITAL ALLOCATIONS**

Deferred capital allocations represent externally-restricted supported capital funds provided for a specific capital purpose that have been received or are receivable by the Division, but the related expenditure has not been made at year-end. These unspent deferred capital allocations are not amortized until the expenditure has been made and it is at that time that the balance is transferred to the unamortized capital allocations account.



**STURGEON SCHOOL DIVISION NO. 24**  
**NOTES TO FINANCIAL STATEMENTS (CONT'D)**

**AUGUST 31, 2004**

**8. LONG-TERM DEBT**

Principle payments due over the next five years and thereafter are as follows:

	<u>Debentures</u>	<u>Capital Loan</u>	<u>Total</u>
2005	\$ 715,218	\$ 10,400	\$ 725,618
2006	625,305	11,100	636,405
2007	480,319	11,900	492,219
2008	312,680	12,800	325,480
2009	227,482	13,807	241,289
Thereafter	<u>1,124,839</u>	<u>-</u>	<u>1,124,839</u>
	<u>\$ 3,485,843</u>	<u>\$ 60,007</u>	<u>\$ 3,545,850</u>

The debenture debt bears interest at rates ranging from 7.5% to 12.0% and is fully supported by Alberta Finance.

**9. UNAMORTIZED CAPITAL ALLOCATIONS**

Unamortized capital allocations represent externally-restricted supported capital funds that have been spent, but have yet to be amortized over the useful life of the applicable property and equipment to which the restricted capital allocations apply. The unamortized capital allocations account balance is increased by transfers of previously deferred capital allocations now spent, as well as fully-supported debentured capital funds, as the principal is repaid.

**10. COMMITMENTS**

(a) Equipment Leases

The School Division is committed to the following payments for equipment operating leases over the next five years:

2005	\$ 165,274
2006	165,274
2007	151,700
2008	<u>13,100</u>
	<u>\$ 495,348</u>

(b) Building Leases

The Division has entered into three leases for space to operate its Learning Centres. The annual lease payments over the next five years are as follows:

2005	\$ 65,049
2006	65,049
2007	35,349
2008	12,249
2009	<u>12,249</u>
	<u>\$ 189,945</u>



STURGEON SCHOOL DIVISION NO. 24

NOTES TO FINANCIAL STATEMENTS (CONT'D)

AUGUST 31, 2004

**11. ECONOMIC DEPENDENCE ON RELATED THIRD PARTY**

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

**12. CONTINGENCIES**

(a) Contingent Liability

On December 15, 2000, the School Division entered into an agreement with the Minister of National Defence. Under the terms of the agreement, the School Division leases land, on which the new Guthrie School is located, from the Minister in the amount of \$1.00 per annum for a period of twenty-five years commencing on September 1, 2000 and continuing until August 31, 2025. The School Division has the option to renew the lease for a further twenty-five year term under the same terms and conditions provided the School Division notifies the Minister at least twelve months prior to the expiry of the present lease term of its intention to exercise this option.

Additionally, upon termination of the lease by either the School Division or the Minister, the School Division shall, at the choice of the Minister either, convey ownership of the new Guthrie School to the Minister for nominal consideration of \$1.00, or demolish the school at its sole expense.

(b) Contingent Asset

The School Division is a member of a reciprocal insurance exchange called ASBIE. A portion of the premiums paid each year represents equity contributions to the insurance fund. These payments have been recorded as expenditures in the financial statements, as the value of equity is subject to liability claims and is not an asset that the School Division can liquidate.

**13. COMPARATIVE FIGURES**

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



**SCHEDULE A to the AFS  
ALLOCATION OF REVENUES AND EXPENSES TO PROGRAMS - 2003-2004**

School Jurisdiction Code: \_\_\_\_\_ 1110

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	\$25,106,601	\$2,003,628	\$23,102,973						
(2) Support block	\$5,001,934				\$3,480,132			\$1,521,802	
(3) Instruction & support block reallocations	\$0	\$0	\$0		\$0			\$0	\$0
(4) Alberta Initiative for School Improvement (AISI)	\$485,063	\$0	\$485,063						
(5) Student Health Initiative (SHI)	\$0	\$0	\$0						\$0
(6) Supernet Access	\$0							\$0	
(7) Teacher Salary Enhancement (TSE)	\$1,022,000	\$0	\$1,022,000					\$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	\$653,131	\$0	\$653,131	\$0	\$0			\$0	\$0
<b>(11) Total Alberta Learning Revenue</b>	<b>\$32,268,729</b>	<b>\$2,003,628</b>	<b>\$25,263,167</b>	<b>\$0</b>	<b>\$3,480,132</b>			<b>\$1,521,802</b>	<b>\$0</b>
<b>Alberta Infrastructure</b>									
(12) Expensed IMP (BQRP) support & portable relocations	\$608,584			\$608,584					
(13) Operations & Maintenance support	\$2,866,085			\$2,866,085					
(14) Operations & Maintenance support (One-Time)	\$0			\$0					
<b>(15) Total Alberta Infrastructure Revenue</b>	<b>\$3,474,669</b>			<b>\$3,474,669</b>					
<b>Alberta Finance</b>	<b>\$405,288</b>			<b>\$405,288</b>					<b>\$0</b>
(17) Other - Government of Alberta	\$201,926	\$140,698	\$58,120	\$3,108	\$0			\$0	\$0
(18) Federal Government and/or First Nations	\$344,145	\$0	\$289,439	\$34,944	\$0			\$19,762	\$0
(19) Other Alberta school authorities	\$0	\$0	\$0	\$0	\$0			\$0	\$0
(20) Out of province authorities	\$0	\$0	\$0	\$0	\$0			\$0	\$0
(21) Alberta municipalities	\$0	\$0	\$0	\$0	\$0			\$0	\$0
(22) Instruction resource fees	\$251,683	\$0	\$251,683						
(23) Transportation fees	\$0				\$0				
(24) Other sales and services	\$513,620	\$79,782	\$261,336	\$528	\$5,242			\$4,814	\$161,918
(25) Investment income	\$104,885	\$0	\$88,486	\$11,134	\$0			\$5,265	\$0
(26) Gifts and donations	\$0	\$0	\$0	\$0	\$0			\$0	\$0
(27) Rentals of facilities	\$0		\$0	\$0	\$0			\$0	\$0
(28) Net school generated funds	\$68,175	\$0	\$68,175	\$0	\$0			\$0	\$0
(29) Gains on disposal of capital assets	\$16,452		\$0	\$10,857	\$5,595			\$0	\$0
(30) Amortization of capital allocations	\$1,461,303		\$0	\$1,455,302	\$6,001			\$0	\$0
<b>(31) TOTAL REVENUES</b>	<b>\$39,110,874</b>	<b>\$2,224,108</b>	<b>\$26,280,406</b>	<b>\$5,395,830</b>	<b>\$3,496,970</b>			<b>\$1,551,643</b>	<b>\$161,918</b>
<b>EXPENSES</b>									
(32) Certificated salaries	\$19,175,600	\$255,486	\$18,605,766				\$232,000	\$232,000	\$82,348
(33) Certificated benefits	\$1,948,835	\$27,392	\$1,901,234				\$17,220	\$17,220	\$2,989
(34) Uncertificated salaries and wages	\$7,069,893	\$830,276	\$3,823,424	\$1,561,629	\$212,305	\$113,751	\$470,726	\$584,477	\$57,782
(35) Uncertificated benefits	\$1,469,181	\$170,308	\$838,086	\$336,154	\$29,944	\$1,870	\$82,200	\$84,070	\$10,619
<b>(36) SUB - TOTAL</b>	<b>\$29,663,509</b>	<b>\$1,283,462</b>	<b>\$25,168,510</b>	<b>\$1,897,783</b>	<b>\$242,249</b>	<b>\$115,621</b>	<b>\$802,146</b>	<b>\$917,767</b>	<b>\$153,738</b>
(37) Services, contracts & supplies	\$8,092,813	\$271,703	\$2,382,264	\$1,793,963	\$3,140,444	\$86,281	\$409,978	\$496,259	\$8,180
(38) Cost recoveries & transfers (must balance to zero)	\$0		\$0	\$0	\$0	\$0	\$0	\$0	\$0
(39) Net school generated funds	\$68,175	\$0	\$68,175	\$0	\$0	\$0	\$0	\$0	\$0
<b>Capital and debt services</b>									
Amortization of capital assets									
(40) Supported	\$1,461,303	\$0	\$0	\$1,455,302	\$6,001		\$0	\$0	\$0
(41) Unsupported	\$336,980	\$0	\$249,130	\$29,913	\$47,071	\$0	\$10,866	\$10,866	\$0
(42) Total Amortization	\$1,798,283	\$0	\$249,130	\$1,485,215	\$53,072	\$0	\$10,866	\$10,866	\$0
Interest on capital debt									
(43) Supported	\$405,288	\$0	\$0	\$405,288			\$0	\$0	\$0
(44) Unsupported	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
(45) Other interest charges	\$0	\$0	\$0	\$0	\$0		\$0	\$0	\$0
(46) Losses on disposal of capital assets	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>(47) TOTAL EXPENSES</b>	<b>\$40,028,068</b>	<b>\$1,555,165</b>	<b>\$27,868,079</b>	<b>\$5,582,249</b>	<b>\$3,435,765</b>	<b>\$201,902</b>	<b>\$1,222,990</b>	<b>\$1,424,892</b>	<b>\$161,918</b>
(48) Surplus(deficit) before unrestricted revenues used for capital purposes	(\$917,194)	\$668,943	(\$1,587,673)	(\$186,419)	\$61,205			\$126,751	\$0

**SCHEDULE B to the AFS  
INSTRUCTION Grades 1 to 12 Program 2003-2004 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	\$14,435,219	\$1,662,596	\$614,442	\$603,012	\$904,518	\$385,979	\$0	\$18,605,766
Certificated benefits	\$1,513,048	\$148,470	\$82,297	\$62,529	\$93,794	\$1,096	\$0	\$1,901,234
Uncertificated salaries and wages	\$1,654,041	\$53,459	\$372,653	\$347,680	\$1,390,718	\$4,873	\$0	\$3,823,424
Uncertificated benefits	\$405,809	\$12,314	\$73,898	\$69,209	\$276,836	\$20	\$0	\$838,086
<b>SUB - TOTAL REMUNERATION</b>	\$18,008,117	\$1,876,839	\$1,143,290	\$1,082,430	\$2,665,866	\$391,968	\$0	\$25,168,510
Services, contracts & supplies	\$1,429,037	\$173,564	\$353,623	\$60,727	\$272,218	\$93,095	\$0	\$2,382,264
Cost recoveries & transfers	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Net school generated funds	\$68,175							\$68,175
Amortization of capital assets								
Supported		\$0	\$0					\$0
Unsupported	\$249,130	\$0	\$0					\$249,130
<b>Total Amortization</b>	\$249,130	\$0	\$0					\$249,130
Interest on capital debt								
Supported	\$0	\$0						\$0
Unsupported	\$0	\$0						\$0
Other interest charges	\$0	\$0						\$0
Losses on disposal of capital assets	\$0	\$0						\$0
<b>TOTAL EXPENSES</b>	\$19,754,459	\$2,050,403	\$1,496,913	\$1,143,157	\$2,938,084	\$485,063	\$0	\$27,868,079
FTE Certificated				9.0	13.2			
FTE Uncertificated				17.0	68.0			

**SCHEDULE C to the AFS  
INSTRUCTION Grades 1 to 12 Program 2003-2004 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>	\$19,272,426	\$1,837,365	\$724,383	\$0	\$21,834,174	\$20,212,595	\$1,621,579
School Admin & Instruction Support Expenses						\$2,050,403	(\$2,050,403)
System Instruction Support Expenses						\$1,496,913	(\$1,496,913)
<b>Total Basic Instruction</b>	\$19,272,426	\$1,837,365	\$724,383	\$0	\$21,834,174	\$23,759,911	(\$1,925,737)
<b>Sub-Programs &amp; Initiatives</b>							
Severely Disabled	\$2,864,560	\$157,095	\$41,173		\$3,062,828	\$2,938,084	\$124,744
English as a Second Language	\$56,672				\$56,672	\$56,672	\$0
Enhanced Opportunities	\$21,000				\$21,000	\$21,000	\$0
First Nations, Metis, and Inuit Education	\$49,412		\$0		\$49,412	\$49,412	\$0
Institutional Programs	\$310,568				\$310,568	\$310,568	\$0
Sparsity & Distance	\$53,773				\$53,773		\$53,773
Growth & Density	\$0				\$0		\$0
Teacher Assistants Program	\$82,198				\$82,198	\$82,198	\$0
Early Literacy Initiative (K-2)	\$147,831				\$147,831	\$147,831	\$0
Learning Resources Credit & Resources for the Classroom	\$46,369	\$165,734	\$251,683		\$463,786	\$298,052	\$165,734
Technology Integration	\$184,448		\$0		\$184,448	\$184,448	\$0
French Language Program & Francisation (all jurisdictions)	\$0		\$0		\$0	\$6,187	(\$6,187)
Home Education	\$13,716		\$0		\$13,716	\$13,716	\$0
<b>Total Sub-Programs &amp; Initiatives</b>	\$3,830,547		\$292,856		\$4,446,232	\$4,108,168	\$338,064
<b>INSTRUCTION, GRADES 1-12</b>	\$23,102,973	\$2,160,194	\$1,017,239	\$0	\$26,280,406	\$27,868,079	(\$1,587,673)



**SCHEDULE D to the AFS  
CALCULATION OF MAXIMUM ELIGIBLE EXPENSE LIMITS FOR  
BOARD (GOVERNANCE) AND SYSTEM ADMINISTRATION 2003-2004**

<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)	\$24,922,153
Support Block - Transportation	\$3,480,132
<b>SUBTOTAL</b>	<b>\$28,402,285</b>
<b>Other Revenues</b>	
Alberta Infrastructure (Operations & Maintenance and Lease support)	\$2,866,085
Teacher Salary Enhancement	\$1,022,000
Other Alberta Learning revenues (Describe)	\$0
Other - Government of Alberta (Excluding Alberta Finance)	\$201,926
Federal government/First Nations	\$344,145
Other Alberta school authorities	\$0
Out of province local authorities	\$0
Alberta municipalities	\$0
Other sales and services	\$513,620
Interest on investments	\$104,885
Rentals of facilities	\$0
Gains on disposal of capital assets	\$16,452
Amortization of capital allocations	\$1,461,303
<b>School generated funds (Schedule E)</b>	<b>\$1,078,634</b>
<b>BASE TOTAL FOR CALCULATING MAXIMUM EXPENSE LIMIT</b>	<b>\$36,011,334</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 over = 4%	<b>4.70%</b>
If "Total Net Enrolled Students" are 2,000 and less = 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)	\$1,692,533
<b>Considerations for Charter Schools and Small Boards:</b>	
If Charter School, enter 51,000	0
If Francophone Board, enter 400,000	0
(If none of these considerations apply, leave the above cells blank)	
<b>MAXIMUM EXPENSE LIMIT</b>	<b>\$1,692,533</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	\$1,424,892
PLUS: transfers to Restricted - Operating (Board/System Administration)	\$0
LESS: transfers from Restricted - Operating (Board/System Administration)	-\$17,235
<b>TOTAL BOARD GOVERNANCE &amp; SYSTEM ADMINISTRATION EXPENSES</b>	<b>\$1,407,657</b>
Maximum Expense Limit for Board & System Administration (Step 3)	\$1,692,533
<b>ACTUAL EXPENSES - OVER(UNDER) MAXIMUM EXPENSE LIMIT</b>	<b>-\$284,876</b>

**SCHEDULE E to the AFS  
SOURCE & APPLICATION OF SCHOOL GENERATED FUNDS (SGF) - 2003-2004**

<b>Unexpended SGF - Opening Balance August 31, 2003</b> (Note 1)		<b>\$295,831</b>
<b>Source of School Generated Funds:</b>		
Total School Generated Funds for the year (Note 2)	\$1,078,634	
Less: SGF - related cost recoveries (Note 3)	\$1,042,100	
- capitalized at the District level (Note 4)	\$0	
<b>Net Total</b>	<b>\$36,534</b>	
Plus: Donations Received (Note 5)	\$33,920	
<b>Equals: Net Additions to SGF</b>		<b>\$70,454</b>
<b>Net SGF Available for discretionary spending</b>		<b>\$366,285</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)		\$68,175
<b>Unexpended SGF - Closing Balance August 31, 2004</b>		<b>\$298,110</b>
<p><b>Note 1</b> Input "(Restated)" beside Balance at August 31, 2003 where not taken from the finalized 2002-2003 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). Includes any SURPLUS amount of current year cafeteria operating revenues over related cafeteria operating expenses. This total SGF for the year is the amount used to calculate the Schedule D administrative cap.</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; staffing and supplies for a dinner; raffle prizes; supplies for a car wash; book fair purchases; meals for lunch program), or (b) collected and 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. As only the current year's "surplus" amount of school cafeteria operating revenues over school cafeteria operating expenses is considered a source of total school generated funds for the year, cafeteria expenses/COGS are NOT included in SGF-related cost recoveries.</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 2003-2004 Expenses**

EXPENSES	Custodial	Maintenance	Utilities and Telecommunications	Expensed IMP & Portable Relocations	Facility Planning & Operations Administration	SUB-TOTAL Operations & Maintenance	Supported Capital & Debt Services	TOTAL Operations and Maintenance
Uncertificated salaries and wages	\$1,134,910	\$313,675	\$0	\$0	\$113,044	\$1,561,629		\$1,561,629
Uncertificated benefits	\$242,583	\$65,748	\$0	\$0	\$27,823	\$336,154		\$336,154
<b>Sub-total Remuneration</b>	<b>\$1,377,492</b>	<b>\$379,423</b>	<b>\$0</b>	<b>\$0</b>	<b>\$140,867</b>	<b>\$1,897,783</b>		<b>\$1,897,783</b>
Contracted Services	\$1,054	\$56,582	\$0	\$608,584	\$1,874	\$668,094		\$668,094
Supplies	\$92,474	\$41,237	\$0	\$0	\$18,502	\$152,213		\$152,213
Electricity			\$397,434			\$397,434		\$397,434
Natural Gas/Heating Fuel			\$385,961			\$385,961		\$385,961
Sewer and Water			\$50,173			\$50,173		\$50,173
Telecommunications			\$2,039			\$2,039		\$2,039
Insurance					\$138,049	\$138,049		\$138,049
Net school generated funds	\$0	\$0	\$0	\$0	\$0	\$0		\$0
Amortization of capital assets								
Supported							\$1,455,302	\$1,455,302
Unsupported						\$29,913		\$29,913
<b>Total Amortization</b>						<b>\$29,913</b>	<b>\$1,455,302</b>	<b>\$1,485,215</b>
Interest on capital debt								
Supported							\$405,288	\$405,288
Unsupported						\$0		\$0
Other interest charges						\$0		\$0
Losses on disposal of capital assets						\$0		\$0
Cost recoveries & transfers						\$0		\$0
<b>TOTAL EXPENSES</b>	<b>\$1,471,021</b>	<b>\$477,242</b>	<b>\$835,607</b>	<b>\$608,584</b>	<b>\$299,293</b>	<b>\$3,721,660</b>	<b>\$1,860,590</b>	<b>\$5,582,249</b>
<b>SQUARE METRES</b>								
School Buildings								55,596.2
Non School Buildings								1,481.0
<b>STAFF FTE'S</b> (Completion Optional for 2003/2004)								
Board Employed	34.8	6.0						
Contracted Services	0.0	0.0						

**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 IMP & Portable Relocations:** All expenses associated with non-capital activities related to Infrastructure Maintenance Program (IMP) 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, IMP (BQRP), 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 - 2003-2004  
(SECTION 148.1 OF THE SCHOOL ACT)**

	FTE's	Remuneration	Benefits	Allowances	Performance Bonuses	ERIP's / Other	Total	Expenses
<b>Chairperson:</b>								
Name Gail Horner	1.0	\$18,235	\$429	\$0			\$18,664	\$7,061
Name	0.0	\$0	\$0	\$0			\$0	\$0
<b>Other Board Members:</b>								
Name Careen Fundytus	1.0	\$15,286	\$331	\$0			\$15,617	\$1,299
Name Terry Jewell	1.0	\$16,086	\$359	\$0			\$16,445	\$4,123
Name Robert Milligan	1.0	\$16,286	\$0	\$0			\$16,286	\$3,231
Name Fred Hyrnchuk	1.0	\$18,686	\$443	\$0			\$19,129	\$5,574
Name Therese Gervais	1.0	\$14,586		\$0			\$14,586	\$3,509
Name Micky Ross Carl Micky Ross Carlton	1.0	\$14,586	\$308	\$0			\$14,894	\$490
Name	0.0	\$0	\$0	\$0			\$0	\$0
Name	0.0	\$0	\$0	\$0			\$0	\$0
Name	0.0	\$0	\$0	\$0			\$0	\$0
Name	0.0	\$0	\$0	\$0			\$0	\$0
Name	0.0	\$0	\$0	\$0			\$0	\$0
Name	0.0	\$0	\$0	\$0			\$0	\$0
Name	0.0	\$0	\$0	\$0			\$0	\$0
Name	0.0	\$0	\$0	\$0			\$0	\$0
Name	0.0	\$0	\$0	\$0			\$0	\$0
Name	0.0	\$0	\$0	\$0			\$0	\$0
Name	0.0	\$0	\$0	\$0			\$0	\$0
Name	0.0	\$0	\$0	\$0			\$0	\$0
Name	0.0	\$0	\$0	\$0			\$0	\$0
Name	0.0	\$0	\$0	\$0			\$0	\$0
Name	0.0	\$0	\$0	\$0			\$0	\$0
Name	0.0	\$0	\$0	\$0			\$0	\$0
<b>Subtotal</b>	<b>7.0</b>	<b>\$113,751</b>	<b>\$1,870</b>	<b>\$0</b>			<b>\$115,621</b>	<b>\$25,286</b>
Superintendent	1.0	\$121,000	\$6,020	\$0	\$0	\$0	\$127,020	\$15,107
Superintendent	0.0	\$0	\$0	\$0	\$0	\$0	\$0	\$3,107
Secretary/Treasurer	1.0	\$101,346	\$8,387	\$0	\$0	\$0	\$109,733	\$0
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	272.1	\$19,054,599	\$1,942,816	\$0	\$0	\$0	\$20,997,415	
Uncertificated Salaries & Wages	232.4	\$6,854,795	\$1,458,925	\$0	\$0	\$0	\$8,313,720	
<b>TOTALS</b>		<b>\$26,245,491</b>	<b>\$3,418,018</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$29,663,509</b>	

**Note:** Employed or contracted out. Please refer to completion information on page 15.

Please explain below (on rows 49-51) where FTE is not equal to 1, on positions contracted out or shared, and for any reporting under ERIP's/Other (i.e retiring allowance, vacation payout, partial year payment for 2nd individual).

**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.