

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

**FOOTHILLS SCHOOL DIVISION No. 38**

Legal Name of School Jurisdiction

**P.O. BOX 5700, High River, Alberta T1V 1M7**

Mailing Address

**(403) 652-3001 (403) 652-4204**

Telephone and Fax Numbers

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

The financial statements and supporting schedules \_\_\_\_\_ Foothills School Division No. 38  
(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>Jerry Muelaner</b> Name	<b>"ORIGINAL SIGNED"</b> Signature

<b>SUPERINTENDENT</b>	
<b>James P. McLellan</b> Name	<b>"ORIGINAL SIGNED"</b> Signature

<b>SECRETARY TREASURER OR TREASURER</b>	
<b>Andrew F. Chipman</b> Name	<b>"ORIGINAL SIGNED"</b> Signature

**1-Dec-04**  
Board-approved Release Date

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## AUDITORS' REPORT

To: The Board of Trustees of  
Foothills School Division No. 38

We have audited the statement of financial position of Foothills School Division No. 38 as at August 31, 2004 and the statement of revenues and expenses, changes in net assets and cash flows for the year then ended. These financial statements are the responsibility of the school division's management. Our responsibility is to express an opinion on these financial statements based on our audit.

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

In our opinion, these financial statements present fairly, in all material respects, the financial position of the school division as at August 31, 2004, and the results of its operations and its cash flows for the year then ended in accordance with Canadian generally accepted accounting principles.

Our audit was performed 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.

HIGH RIVER, ALBERTA  
NOVEMBER 5, 2004

  
**CHARTERED ACCOUNTANTS**

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

(in dollars)

		2004	2003
<b>ASSETS</b>			
Current assets			
Cash and temporary investments		\$5,863,887	\$7,735,102
Accounts receivable (net after allowances)		\$3,026,754	\$2,183,849
Prepaid expenses		\$283,635	\$239,596
Other current assets		\$0	\$0
<b>Total current assets</b>		\$9,174,276	\$10,158,547
School generated assets		\$1,008,858	\$980,325
Trust assets		\$300,088	\$294,832
Long term accounts receivable		\$0	\$0
Long term investments		\$0	\$0
Capital assets			
Land		\$1,643,106	\$1,638,032
Buildings	\$83,986,564		
Less: accumulated amortization	(\$38,108,406)	\$45,878,158	\$46,498,306
Equipment	\$4,868,061		
Less: accumulated amortization	(\$2,679,775)	\$2,188,286	\$2,515,629
Vehicles	\$7,266,964		
Less: accumulated amortization	(\$4,402,009)	\$2,864,955	\$3,016,317
<b>Total capital assets</b>		\$52,574,505	\$53,668,284
<b>TOTAL ASSETS</b>		\$63,057,727	\$65,101,988
<b>LIABILITIES</b>			
Current liabilities			
Bank indebtedness		\$0	\$0
Accounts payable and accrued liabilities		\$940,213	\$1,891,637
Deferred revenue		\$908,402	\$412,778
Deferred capital allocations		\$6,235,655	\$7,238,901
Current portion of all long term debt		\$1,411,202	\$1,671,435
<b>Total current liabilities</b>		\$9,495,472	\$11,214,751
School generated liabilities		\$1,008,858	\$980,325
Trust liabilities		\$300,088	\$294,832
Employee future benefits liability		\$0	\$0
Long term debt			
Supported: Debentures and other supported debt		\$6,133,288	\$7,504,036
Less: Current portion of supported debt		(\$1,088,289)	(\$1,370,748)
Unsupported: Debentures and Capital Loans		\$286,000	\$381,500
Capital Leases		\$764,915	\$892,020
Mortgages		\$0	\$0
Less: Current portion of unsupported debt		(\$322,913)	(\$300,687)
Unamortized capital allocations		\$37,360,190	\$36,371,876
<b>Total long term liabilities</b>		\$44,442,137	\$44,753,154
<b>TOTAL LIABILITIES</b>		\$53,937,609	\$55,967,905
<b>NET ASSETS</b>			
Unrestricted net assets		\$0	\$0
Operating Reserves		\$303,341	\$269,713
Accumulated Operating Surplus (Deficit)		\$303,341	\$269,713
Investment in capital assets		\$8,042,227	\$8,531,906
Capital Reserves		\$774,550	\$332,465
Total Capital Funds		\$8,816,777	\$8,864,371
<b>Total net assets</b>		\$9,120,118	\$9,134,084
<b>TOTAL LIABILITIES AND NET ASSETS</b>		\$63,057,727	\$65,101,989

**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	\$40,826,773	\$41,513,500	\$40,205,079
Alberta Infrastructure	\$4,405,656	\$4,670,500	\$4,923,129
Alberta Finance	\$780,894	\$780,900	\$936,390
Other Government of Alberta	\$169,201	\$146,600	\$151,476
Federal Government and/or First Nations	\$199,646	\$218,600	\$184,470
Other Alberta school authorities	\$20,000	\$0	\$0
Out of province authorities	\$0	\$0	\$0
Alberta Municipalities	\$90,900	\$68,000	\$48,000
Instruction resource fees	\$542,684	\$478,000	\$581,156
Transportation fees	\$17,175	\$12,000	\$12,990
Other sales and services	\$232,622	\$210,200	\$267,272
Investment income	\$60,710	\$70,100	\$85,324
Gifts and donations	\$0	\$0	\$0
Rentals of facilities	\$57,337	\$0	\$42,947
Net school generated funds	\$383,831	\$300,000	\$550,721
Gains on disposal of capital assets	\$14,000	\$0	\$17,167
Amortization of capital allocations	\$2,122,742	\$2,069,600	\$1,982,939
<b>Total Revenues</b>	<b>\$49,924,171</b>	<b>\$50,538,000</b>	<b>\$49,989,060</b>
<b>EXPENSES</b>			
Certificated salaries	\$25,185,247	\$25,029,400	\$24,415,225
Certificated benefits	\$2,677,769	\$3,830,000	\$2,651,704
Uncertificated salaries and wages	\$7,464,661	\$7,621,900	\$7,398,499
Uncertificated benefits	\$2,163,706	\$1,422,300	\$1,872,486
Services, contracts and supplies	\$7,519,950	\$7,849,600	\$8,450,688
Net school generated funds	\$383,831	\$300,000	\$550,721
Capital and debt services			
Amortization of capital assets			
Supported	\$2,097,234	\$2,069,600	\$1,961,465
Unsupported	\$1,605,642	\$1,474,700	\$1,574,028
Total Amortization of capital assets	\$3,702,876	\$3,544,300	\$3,535,493
Interest on capital debt			
Supported	\$780,894	\$780,900	\$936,390
Unsupported	\$51,581	\$111,300	\$59,685
Total Interest on capital debt	\$832,475	\$892,200	\$996,075
Other interest charges	\$7,622	\$48,300	\$6,023
Losses on disposal of capital assets	\$0	\$0	\$0
<b>Total Expenses</b>	<b>\$49,938,137</b>	<b>\$50,538,000</b>	<b>\$49,876,914</b>
<b>SURPLUS (DEFICIT) OF REVENUES OVER EXPENSES BEFORE UNRESTRICTED REVENUES USED FOR CAPITAL PURPOSES AND EXTRAORDINARY ITEM</b>	<b>(\$13,966)</b>	<b>\$0</b>	<b>\$112,146</b>
Unrestricted revenues used for capital purposes	\$0	\$0	\$0
Extraordinary Item	\$0	\$0	\$0
<b>SURPLUS (DEFICIT) OF REVENUES OVER EXPENSES</b>	<b>(\$13,966)</b>	<b>\$0</b>	<b>\$112,146</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
<b>CASH FLOWS FROM:</b>		
<b>A. OPERATIONS</b>		
Surplus (deficit) of revenues over expenses for the year	(\$13,966)	\$112,146
Add (Deduct) items not requiring cash:		
Amortization of capital allocations revenue	(\$2,122,742)	(\$1,982,939)
Total amortization expense	\$3,702,876	\$3,535,493
Gains on disposal of capital assets	(\$14,000)	(\$17,167)
Losses on sale of capital assets	\$0	\$0
Changes in accrued accounts:		
Accounts receivable	(\$842,905)	(\$1,221,218)
Prepays and other current assets	(\$44,039)	\$967,116
Long term accounts receivable	\$0	\$0
Long term investments	\$0	\$0
Payables and accrued liabilities	(\$951,424)	(\$687,658)
Deferred revenue	\$495,624	(\$863,126)
Employee future benefits	\$0	\$0
Other (describe)	\$0	\$0
<b>Total sources (uses) of cash from Operations</b>	<b>\$209,424</b>	<b>(\$157,353)</b>
<b>B. INVESTING ACTIVITIES</b>		
Purchases of capital assets		
Land	(\$5,071)	\$0
Buildings	(\$1,728,215)	(\$3,652,491)
Equipment	(\$500,605)	(\$595,999)
Vehicles	(\$375,205)	(\$561,969)
Net proceeds from disposal of capital assets	\$14,000	\$29,617
Other (describe)	\$0	\$0
<b>Total sources (uses) of cash from Investing activities</b>	<b>(\$2,595,096)</b>	<b>(\$4,780,842)</b>
<b>C. FINANCING ACTIVITIES</b>		
Capital allocations received	\$724,968	\$1,008,899
Issue of long term debt	\$94,660	\$123,248
Repayment of long term debt	(\$1,688,013)	(\$1,922,610)
Add back: supported portion	\$1,370,748	\$1,560,602
Other (describe)	\$12,094	\$0
<b>Total sources (uses) from Financing activities</b>	<b>\$514,457</b>	<b>\$770,139</b>
<b>Net sources (uses) of cash equivalents* during year</b>	<b>(\$1,871,215)</b>	<b>(\$4,168,056)</b>
<b>Cash Equivalents at the beginning of the year</b>	<b>\$7,735,102</b>	<b>\$11,903,158</b>
<b>Cash Equivalents at the end of the year</b>	<b>\$5,863,887</b>	<b>\$7,735,102</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: 1180

	(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>	\$9,134,084	\$8,531,906	\$0	\$602,178	\$245,948	\$105,536	\$0	\$94,321	\$22	\$60,972	\$23,743	\$71,636	\$0	\$0
<u>Prior period adjustments (describe)</u>														
	\$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>	\$9,134,084	\$8,531,906	\$0	\$602,178	\$245,948	\$105,536	\$0	\$94,321	\$22	\$60,972	\$23,743	\$71,636	\$0	\$0
Surplus(def) of revenue over expenses	(\$13,966)		(\$13,966)											
Board funded capital transactions		\$774,128	(\$774,128)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Donations of non-amortizable assets	\$0	\$0												
Amortization of capital assets		(\$3,702,876)	\$3,702,876											
Amortization of capital allocations		\$2,122,742	(\$2,122,742)											
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)		\$316,327	(\$316,327)											
Net transfers to operating reserves			(\$57,371)	\$57,371	\$23,743		\$0		\$33,628		\$0			\$0
Net transfers from operating reserves			\$23,743	(\$23,743)	\$0		\$0		\$0		(\$23,743)			\$0
Net transfers to capital reserves			(\$447,156)	\$447,156		\$322,641		\$55,911		\$54,604		\$14,000		\$0
Net transfers from capital reserves			\$5,071	(\$5,071)		\$0		(\$5,071)		\$0		\$0		\$0
<b>Balance at August 31, 2004</b>	\$9,120,118	\$8,042,227	\$0	\$1,077,891	\$269,691	\$428,177	\$0	\$145,161	\$33,650	\$115,576	\$0	\$85,636	\$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>	\$7,238,901	\$36,371,876
<b>Add:</b>		
<b>Capital allocations from:</b>		
AB Infrastructure - New/Modernization Projects	\$235,779	
Other Government of Alberta	\$0	
Federal Government and/or First Nations	\$0	
Other sources	\$0	
<b>Interest earned on provincial government capital allocations</b>	\$103,365	
<b>Other capital grants and donations</b>	\$385,824	
<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>		\$12,094
<b>Transferred in capital assets (depreciable)</b>		\$0
<b>Current Year Debenture Principal Repayment</b>		\$1,370,748
<b>Expended capital allocations - current year</b>	(\$1,728,214)	\$1,728,214
<b>Less:</b>		
<b>Unamortized Capital Allocation affected by a disposal through transfer out</b>		\$0
<b>Capital allocations amortized to revenue</b>		\$2,122,742
<b>Balance at August 31, 2004</b>	\$6,235,655	\$37,360,190

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



**FOOTHILLS SCHOOL DIVISION NO. 38**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED AUGUST 31, 2004**

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**1. Authority and purpose**

Foothills School Division No. 38 delivers education programs under the authority of the School Act, Chapter S-3, Revised Statutes of Alberta, 2000.

The division receives funding for instruction and support under Regulation 77/2003 of the School Act. 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**

The school division follows accounting policies generally accepted for Alberta School jurisdictions, which include the following:

**(a) Measurement uncertainty**

The preparation of financial statements in conformity with Canadian generally accepted accounting principles requires management to make estimates and assumptions that affect the amounts reported and disclosed in the financial statements and the related notes. Actual results could differ from those estimates.

**(b) Revenue recognition**

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

Funding from the provincial government and other agencies that are externally restricted for purchases of capital assets are recorded as deferred capital allocations until spent. Interest earned on these deferred capital allocations is also recorded as deferred capital allocations until spent on capital projects. Once spent, they are transferred to unamortized capital allocations, and are amortized on the same basis as the capital assets to which the funding relates.

Externally restricted contributions are deferred and recognized as revenue in the period in which the restriction is complied with. Unrestricted contributions are recognized as revenue when received or receivable.

**(c) Temporary investments**

Temporary investments are recorded at the lower of cost and net realizable value.

**FOOTHILLS SCHOOL DIVISION NO. 38**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED AUGUST 31, 2004**

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(d) **Prepaid expenses**

Supplies purchased for courses and programs conducted in a future period are recorded as prepaid expenses.

(e) **Property and equipment**

Property and equipment are recorded at cost and are being amortized over their estimated useful lives on a straight-line basis, commencing in the year following addition up to and including the year of disposal. Only assets with a value greater than \$5,000 are capitalized and amortized. The annual amortization rates are as follows:

Buildings	3-6 %
Equipment	20 %
Vehicles	10-20 %

(f) **Financial instruments**

The school division's financial instruments consist of cash, money market mutual funds, accounts receivable, accounts payable and accrued liabilities, capital lease obligation 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 value of these financial instruments approximates their carrying values. The jurisdiction has invested surplus funds in accordance with Section 60 of the School Act and the Section 5 of the Trustees Act.

(g) **School generated funds**

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

Unexpended school generated funds are recorded as an asset and liability of the school division as the use of these funds is subject to restrictions imposed by the individual fund raising groups.

Costs of generating school funds include direct expenses incurred in generating these funds. Amounts expended on school activities, supplies, other instructional expenses or capital items are reported as application of school generated funds for the year.

**FOOTHILLS SCHOOL DIVISION NO. 38**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED AUGUST 31, 2004**

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(h) **Pensions**

Pension costs included in salaries and benefits comprise the cost of employer contributions for current service of employees during the year.

The school division participates in the multi-employer pension plan, Local Authorities Pension Plan. The expense for this pension plan is equivalent to the annual contributions of \$297,908 (2003 - \$294,440) and is included in salaries, wages and benefits.

The current service and past service costs of the Alberta Teachers' Retirement Fund are met by contributions by active members and the Government of Alberta. Under the terms of the Teachers Pension Plan Act, the school division does not make pension contributions for certificated staff, therefore no disclosure has been made with regard to the effect of the Division's teachers' participation in the pension plan.

(i) **Net assets**

Operating and capital restricted funds represent allocations for future operating expenses and capital purchases.

The excess of amortization of capital assets over amortized capital allocations is recorded as a reduction in investment in capital assets.

Unsupported capital debt repayments are recorded as a transfer from unrestricted funds to investment in capital assets. Unsupported capital lease payments are recorded as a transfer from restricted funds to investment in capital assets.

(j) **Contributed services**

Volunteers assist schools operated by the division 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.

(k) **Cash and cash equivalents**

Cash and temporary investments consist of cash on hand and balances with banks, money market funds and bankers acceptances maturing within three months of year end.

**FOOTHILLS SCHOOL DIVISION NO. 38**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED AUGUST 31, 2004**

**3. Restricted cash**

Cash and temporary investments in the amount of \$6,235,654 (2003 - \$7,238,900) is restricted for use in capital construction projects only.

**4. Accounts receivable**

	<b>2004</b>	<b>2003</b>
Alberta Learning	\$ 31,480	\$ 289,770
Alberta Infrastructure	2,498,575	1,422,445
Other	496,699	471,634
	<b>\$ 3,026,754</b>	<b>\$ 2,183,849</b>

**5. Deferred revenue**

	<b>2004</b>	<b>2003</b>
O&M (Operations & Maintenance) funding	\$ 140,893	\$ -
IMP (Infrastructure Maintenance Program) funding - formerly BQRP	374,466	250,411
AISI (Alberta Initiative for School Improvement) funding	276,503	75,251
SHIP (Student Health Initiative Program) funding	91,599	-
Other	24,941	23,079
One-Time funding	-	64,037
	<b>\$ 908,402</b>	<b>\$ 412,778</b>

**FOOTHILLS SCHOOL DIVISION NO. 38**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED AUGUST 31, 2004**

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**6. Obligations under capital lease**

Under terms of various equipment leases expiring between September, 2004 and June, 2010, the school division is committed to minimum annual lease payments, including interest at annual rates from 2.0% to 6.9% as follows:

2005	\$ 273,725
2006	245,603
2007	145,103
2008	65,575
2009 and subsequent	<u>62,551</u>
Total minimum lease payments	792,557
Less amount representing interest	<u>27,642</u>
Principal portion of lease obligation	764,915
Less current portion	<u>227,413</u>
	<u>\$ 537,502</u>

**FOOTHILLS SCHOOL DIVISION NO. 38**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED AUGUST 31, 2004**

**7. Long-term debt**

	<b>2004</b>	<b>2003</b>
Debtures issued to Alberta Capital Finance Authority, repayable in annual instalments totalling \$1,844,870 including interest at rates that vary from 6.5% to 12% per annum. A portion of these debtures will be repaid by the provincial government.	\$ 6,419,288	\$ 7,885,536
Less current portion	1,183,789	1,466,248
Due beyond one year	\$ 5,235,499	\$ 6,419,288

The portion due within the next fiscal year includes \$1,088,289, which will be paid by the provincial government.

Principal repayments of long-term debt required in the next five fiscal years are as follows:

2005	\$ 1,183,789
2006	967,088
2007	967,088
2008	810,588
2009	562,324
Subsequent years	1,928,411
	\$ 6,419,288

**8. Budget amounts**

The budget was prepared by School Division management with Board of Trustees approval given on June 27, 2003. It is presented for information purposes only and has not been audited.

**9. Commitment**

Service providers

As at August 31, 2004, the division has annual commitments ranging from \$1,876,247 in 2005 to \$939,807 in 2006 (2004 - \$1,876,247) to a service provider.

**FOOTHILLS SCHOOL DIVISION NO. 38**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED AUGUST 31, 2004**

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**10. Economic dependence**

The Foothills 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.

**11. Operating loan**

Foothills School Division has a credit facility agreement in place that permits borrowing upon written request and approval by the Board of Trustees at competitive rates. No collateral security will be required for the facility other than the standard Banking Resolutions and confirmation of the legal ability to borrow. As at August 31, 2004, the Division has not had need to request borrowing against this facility.

**12. Subsequent events**

Subsequent to August 31, 2004, the school division entered into an agreement to sell certain land and buildings for estimated proceeds of \$1,100,000. The closing date for the sale is January 31, 2006. The Minister of Infrastructure has conditionally approved the sale.

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

School Jurisdiction Code: \_\_\_\_\_ 1180

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	\$33,937,068	\$1,415,708	\$32,521,360						
(2) Support block	\$4,594,522				\$2,991,844			\$1,602,678	
(3) Instruction & support block reallocations	\$0	\$0	\$0		\$0			\$0	\$0
(4) Alberta Initiative for School Improvement (AISi)	\$605,508	\$0	\$605,508						
(5) Student Health Initiative (SHI)	\$192,675	\$0	\$185,675						\$7,000
(6) Supernet Access	\$0		\$0					\$0	
(7) Teacher Salary Enhancement (TSE)	\$1,497,000	\$44,910	\$1,437,120					\$14,970	\$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	\$0	\$0	\$0	\$0	\$0			\$0	\$0
<b>(11) Total Alberta Learning Revenue</b>	<b>\$40,826,773</b>	<b>\$1,460,618</b>	<b>\$34,749,663</b>	<b>\$0</b>	<b>\$2,991,844</b>			<b>\$1,617,648</b>	<b>\$7,000</b>
<b>Alberta Infrastructure</b>									
(12) Expensed IMP (BQRP) support & portable relocations	\$387,421			\$387,421					
(13) Operations & Maintenance support	\$3,954,198			\$3,954,198					
(14) Operations & Maintenance support (One-Time)	\$64,037			\$64,037					
<b>(15) Total Alberta Infrastructure Revenue</b>	<b>\$4,405,656</b>			<b>\$4,405,656</b>					
<b>Alberta Finance</b>	<b>\$780,894</b>			<b>\$780,894</b>					<b>\$0</b>
(17) Other - Government of Alberta	\$169,201	\$0	\$151,682	\$6,330	\$0			\$11,189	\$0
(18) Federal Government and/or First Nations	\$199,646	\$0	\$191,660	\$0	\$0			\$7,986	\$0
(19) Other Alberta school authorities	\$20,000	\$0	\$20,000	\$0	\$0			\$0	\$0
(20) Out of province authorities	\$0	\$0	\$0	\$0	\$0			\$0	\$0
(21) Alberta municipalities	\$90,900	\$0	\$87,264	\$0	\$0			\$3,636	\$0
(22) Instruction resource fees	\$542,684	\$0	\$542,684						
(23) Transportation fees	\$17,175				\$17,175				
(24) Other sales and services	\$232,622	\$0	\$71,691	\$0	\$121,021			\$39,910	\$0
(25) Investment income	\$60,710	\$607	\$40,676	\$12,142	\$4,857			\$2,428	\$0
(26) Gifts and donations	\$0	\$0	\$0	\$0	\$0			\$0	\$0
(27) Rentals of facilities	\$57,337		\$13,585	\$43,752	\$0			\$0	\$0
(28) Net school generated funds	\$383,831	\$0	\$383,831	\$0	\$0			\$0	\$0
(29) Gains on disposal of capital assets	\$14,000		\$0	\$0	\$13,440			\$560	\$0
(30) Amortization of capital allocations	\$2,122,742		\$0	\$2,122,742	\$0			\$0	\$0
<b>(31) TOTAL REVENUES</b>	<b>\$49,924,171</b>	<b>\$1,461,225</b>	<b>\$36,252,736</b>	<b>\$7,371,516</b>	<b>\$3,148,337</b>			<b>\$1,683,357</b>	<b>\$7,000</b>
<b>EXPENSES</b>									
(32) Certificated salaries	\$25,185,247	\$693,312	\$24,155,949				\$335,986	\$335,986	\$0
(33) Certificated benefits	\$2,677,769	\$66,518	\$2,585,752				\$25,499	\$25,499	\$0
(34) Uncertificated salaries and wages	\$7,464,661	\$205,399	\$4,391,090	\$561,647	\$1,660,202	\$71,034	\$569,689	\$640,723	\$5,600
(35) Uncertificated benefits	\$2,163,706	\$27,449	\$1,497,015	\$128,662	\$373,836	\$2,219	\$133,125	\$135,344	\$1,400
<b>(36) SUB - TOTAL</b>	<b>\$37,491,383</b>	<b>\$992,678</b>	<b>\$32,629,806</b>	<b>\$690,309</b>	<b>\$2,034,038</b>	<b>\$73,253</b>	<b>\$1,064,299</b>	<b>\$1,137,552</b>	<b>\$7,000</b>
(37) Services, contracts & supplies	\$7,519,950	\$245,285	\$2,430,497	\$3,565,534	\$821,641	\$41,448	\$415,545	\$456,993	\$0
(38) Cost recoveries & transfers (must balance to zero)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
(39) Net school generated funds	\$383,831	\$0	\$383,831	\$0	\$0	\$0	\$0	\$0	\$0
<b>Capital and debt services</b>									
Amortization of capital assets									
(40) Supported	\$2,097,234	\$0	\$0	\$2,097,234	\$0		\$0	\$0	\$0
(41) Unsupported	\$1,605,642	\$0	\$795,629	\$236,143	\$519,266	\$0	\$54,604	\$54,604	\$0
(42) Total Amortization	\$3,702,876	\$0	\$795,629	\$2,333,377	\$519,266	\$0	\$54,604	\$54,604	\$0
Interest on capital debt									
(43) Supported	\$780,894	\$0	\$0	\$780,894	\$0		\$0	\$0	\$0
(44) Unsupported	\$51,581	\$0	\$51,581	\$0	\$0	\$0	\$0	\$0	\$0
(45) Other interest charges	\$7,622	\$51	\$4,803	\$1,402	\$786		\$580	\$580	\$0
(46) Losses on disposal of capital assets	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>(47) TOTAL EXPENSES</b>	<b>\$49,938,137</b>	<b>\$1,238,014</b>	<b>\$36,296,147</b>	<b>\$7,371,516</b>	<b>\$3,375,731</b>	<b>\$114,701</b>	<b>\$1,535,028</b>	<b>\$1,649,729</b>	<b>\$7,000</b>
(48) Surplus(deficit) before unrestricted revenues used for capital purposes	(\$13,966)	\$223,211	(\$43,411)	\$0	(\$227,394)			\$33,628	\$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	\$19,163,127	\$1,738,051	\$0	\$988,800	\$1,939,200	\$326,771	\$0	\$24,155,949
Certificated benefits	\$1,934,171	\$161,499	\$0	\$122,055	\$239,370	\$128,657	\$0	\$2,585,752
Uncertificated salaries and wages	\$1,105,563	\$679,850	\$0	\$624,005	\$1,734,666	\$32,399	\$214,607	\$4,391,090
Uncertificated benefits	\$699,347	\$154,632	\$0	\$155,994	\$433,645	\$55	\$53,342	\$1,497,015
<b>SUB - TOTAL REMUNERATION</b>	<b>\$22,902,208</b>	<b>\$2,734,032</b>	<b>\$0</b>	<b>\$1,890,854</b>	<b>\$4,346,881</b>	<b>\$487,882</b>	<b>\$267,949</b>	<b>\$32,629,806</b>
Services, contracts & supplies	\$2,307,375	\$0	\$0	\$0	\$0	\$117,626	\$5,496	\$2,430,497
Cost recoveries & transfers	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Net school generated funds	\$383,831							\$383,831
Amortization of capital assets								
Supported	\$0	\$0	\$0					\$0
Unsupported	\$0	\$795,629	\$0					\$795,629
<b>Total Amortization</b>	<b>\$0</b>	<b>\$795,629</b>	<b>\$0</b>					<b>\$795,629</b>
Interest on capital debt								
Supported	\$0	\$0						\$0
Unsupported	\$0	\$51,581						\$51,581
Other interest charges	\$0	\$4,803						\$4,803
Losses on disposal of capital assets	\$0	\$0						\$0
<b>TOTAL EXPENSES</b>	<b>\$25,593,414</b>	<b>\$3,586,045</b>	<b>\$0</b>	<b>\$1,890,854</b>	<b>\$4,346,881</b>	<b>\$605,508</b>	<b>\$273,445</b>	<b>\$36,296,147</b>
FTE Certificated				16.0	29.0			
FTE Uncertificated				26.0	75.1			

**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>	\$28,883,072	\$2,228,303	\$879,648	\$0	\$31,991,023	\$25,510,847	\$6,480,176
School Admin & Instruction Support Expenses						\$3,586,045	(\$3,586,045)
System Instruction Support Expenses						\$0	\$0
<b>Total Basic Instruction</b>	<b>\$28,883,072</b>	<b>\$2,228,303</b>	<b>\$879,648</b>	<b>\$0</b>	<b>\$31,991,023</b>	<b>\$29,096,892</b>	<b>\$2,894,131</b>
<b>Sub-Programs &amp; Initiatives</b>							
Severely Disabled	\$2,066,181	\$0	\$80,741		\$2,146,922	\$4,346,881	(\$2,199,959)
English as a Second Language	\$69,920				\$69,920	\$79,713	(\$9,793)
Enhanced Opportunities	\$0				\$0	\$0	\$0
First Nations, Metis, and Inuit Education	\$48,932		\$0		\$48,932	\$44,330	\$4,602
Institutional Programs	\$205,153				\$205,153	\$273,351	(\$68,198)
Sparsity & Distance	\$278,326				\$278,326		\$278,326
Growth & Density	\$106,920				\$106,920		\$106,920
Teacher Assistants Program	\$118,986				\$118,986	\$118,986	\$0
Early Literacy Initiative (K-2)	\$208,954				\$208,954	\$192,192	\$16,762
Learning Resources Credit & Resources for the Classroom	\$224,639	\$0	\$542,684		\$767,323	\$1,279,592	(\$512,269)
Technology Integration	\$277,420		\$0		\$277,420	\$434,485	(\$157,065)
French Language Program & Francisation (all jurisdictions)	\$29,428		\$0		\$29,428	\$418,216	(\$388,788)
Home Education	\$3,429		\$0		\$3,429	\$11,509	(\$8,080)
<b>Total Sub-Programs &amp; Initiatives</b>	<b>\$3,638,288</b>		<b>\$623,425</b>		<b>\$4,261,713</b>	<b>\$7,199,255</b>	<b>(\$2,937,542)</b>
<b>INSTRUCTION, GRADES 1-12</b>	<b>\$32,521,360</b>	<b>\$2,228,303</b>	<b>\$1,503,073</b>	<b>\$0</b>	<b>\$36,252,736</b>	<b>\$36,296,147</b>	<b>(\$43,411)</b>

**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)	\$33,659,648
Support Block - Transportation	\$2,991,844
<b>SUBTOTAL</b>	<b>\$36,651,492</b>
<b>Other Revenues</b>	
Alberta Infrastructure (Operations & Maintenance and Lease support)	\$3,954,198
Teacher Salary Enhancement	\$1,497,000
Other Alberta Learning revenues (Describe)	\$0
Other - Government of Alberta (Excluding Alberta Finance)	\$169,201
Federal government/First Nations	\$199,646
Other Alberta school authorities	\$20,000
Out of province local authorities	\$0
Alberta municipalities	\$90,900
Other sales and services	\$232,622
Interest on investments	\$60,710
Rentals of facilities	\$57,337
Gains on disposal of capital assets	\$14,000
Amortization of capital allocations	\$2,122,742
<b>School generated funds (Schedule E)</b>	<b>\$2,008,911</b>
<b>BASE TOTAL FOR CALCULATING MAXIMUM EXPENSE LIMIT</b>	<b>\$47,078,759</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>4.00%</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)	\$1,883,150
<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>\$1,883,150</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	\$1,649,729
PLUS: transfers to Restricted - Operating (Board/System Administration)	\$33,628
LESS: transfers from Restricted - Operating (Board/System Administration)	\$0
<b>TOTAL BOARD GOVERNANCE &amp; SYSTEM ADMINISTRATION EXPENSES</b>	<b>\$1,683,357</b>
Maximum Expense Limit for Board & System Administration (Step 3)	\$1,883,150
<b>ACTUAL EXPENSES - OVER(UNDER) MAXIMUM EXPENSE LIMIT</b>	<b>-\$199,793</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)	\$980,325
<b>Source of School Generated Funds:</b>	
Total School Generated Funds for the year (Note 2)	\$2,008,911
Less: SGF - related cost recoveries (Note 3)	\$1,777,780
- capitalized at the District level (Note 4)	\$0
<b>Net Total</b>	<b>\$231,131</b>
Plus: Donations Received (Note 5)	\$181,233
<b>Equals: Net Additions to SGF</b>	<b>\$412,364</b>
<b>Net SGF Available for discretionary spending</b>	<b>\$1,392,689</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)	\$383,831
<b>Unexpended SGF - Closing Balance August 31, 2004</b>	<b>\$1,008,858</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	\$0	\$340,753	\$0	\$36,147	\$184,747	\$561,647		\$561,647
Uncertificated benefits	\$0	\$85,298	\$0	\$2,118	\$41,246	\$128,662		\$128,662
<b>Sub-total Remuneration</b>	\$0	\$426,051	\$0	\$38,265	\$225,993	\$690,309		\$690,309
Contracted Services	\$1,515,074	\$28,386	\$0	\$281,320	\$32,369	\$1,857,149		\$1,857,149
Supplies	\$0	\$296,250	\$0	\$0	\$40,828	\$337,078		\$337,078
Electricity			\$692,291			\$692,291		\$692,291
Natural Gas/Heating Fuel			\$474,389			\$474,389		\$474,389
Sewer and Water			\$74,756			\$74,756		\$74,756
Telecommunications			\$14,800			\$14,800		\$14,800
Insurance					\$115,071	\$115,071		\$115,071
Net school generated funds	\$0	\$0	\$0	\$0	\$0	\$0		\$0
Amortization of capital assets								
Supported							\$2,097,234	\$2,097,234
Unsupported						\$236,143		\$236,143
<b>Total Amortization</b>						\$236,143	\$2,097,234	\$2,333,377
Interest on capital debt								
Supported							\$780,894	\$780,894
Unsupported				\$0		\$0		\$0
Other interest charges						\$1,402		\$1,402
Losses on disposal of capital assets						\$0		\$0
Cost recoveries & transfers						\$0		\$0
<b>TOTAL EXPENSES</b>	\$1,515,074	\$750,687	\$1,256,236	\$319,585	\$414,261	\$4,493,388	\$2,878,128	\$7,371,516
<b>SQUARE METRES</b>								
School Buildings								78,782.9
Non School Buildings								3,572.2
<b>STAFF FTE'S</b> (Completion Optional for 2003/2004)								
Board Employed	0.0	13.5						
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 Muelaner, Jerry	1.0	\$19,106	\$0	\$0			\$19,106	\$8,691
Name	0.0	\$0	\$0	\$0			\$0	\$0
<b>Other Board Members:</b>								
Name Gardner, Douglas	1.0	\$16,287	\$0	\$0			\$16,287	\$2,908
Name Sewell, Graham	1.0	\$13,067	\$0	\$0			\$13,067	\$4,704
Name Lippitt, Faye	1.0	\$11,218	\$0	\$0			\$11,218	\$3,428
Name Czerwinski, Lori	1.0	\$11,355	\$0	\$0			\$11,355	\$2,696
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
Name	0.0	\$0	\$0	\$0			\$0	\$0
Name	0.0	\$0	\$0	\$0			\$0	\$0
<b>Subtotal</b>	<b>5.0</b>	<b>\$71,033</b>	<b>\$0</b>	<b>\$0</b>			<b>\$71,033</b>	<b>\$22,427</b>
Superintendent McLellan, James P.	1.0	\$121,866	\$8,688	\$0	\$0	\$0	\$130,554	\$5,447
Superintendent	0.0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Secretary/Treasurer Chipman, Drew	1.0	\$103,824	\$15,903	\$0	\$0	\$0	\$119,727	\$10,993
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	366.8	\$25,063,381	\$2,669,081	\$0	\$0	\$0	\$27,732,462	
Uncertificated Salaries & Wages	290.0	\$7,289,804	\$2,147,803	\$0	\$0	\$0	\$9,437,607	
<b>TOTALS</b>		<b>\$32,649,908</b>	<b>\$4,841,475</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$37,491,383</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.