

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

High Prairie School Division #48

Legal Name of School Jurisdiction

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SCHOOL JURISDICTION MANAGEMENT'S RESPONSIBILITY FOR FINANCIAL REPORTINGThe financial statements and supporting schedules High Prairie School Division #48

(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.

BOARD CHAIRMAN**Mrs. Joyce Dvornek**

Name

"ORIGINAL SIGNED"

Signature

SUPERINTENDENT**Mr. Kenneth Riegel**

Name

"ORIGINAL SIGNED"

Signature

SECRETARY TREASURER OR TREASURER**Mr. Paul Burrows**

Name

"ORIGINAL SIGNED"

Signature

17-Nov-04

Board-approved Release Date

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Auditors' Report

To the Board of Trustees
High Prairie School Division No. 48

We have audited the statement of financial position of High Prairie School Division No. 48 as at August 31, 2004 and the statements of revenues and expenses, cash flow, capital allocations and changes in net assets 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, capital allocations, cash flow and changes in net assets 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 Schedule 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.

Peace River, Alberta
October 20, 2004

“Original signed”
Chartered Accountants

STATEMENT OF FINANCIAL POSITION
as at August 31

(in dollars)

		2004	2003
ASSETS			
Current assets			
Cash and temporary investments		\$7,539,789	\$5,688,819
Accounts receivable (net after allowances)		\$1,051,072	\$1,916,817
Prepaid expenses		\$261,666	\$296,012
Other current assets		\$0	\$0
Total current assets		\$8,852,527	\$7,901,648
School generated assets		\$532,265	\$497,778
Trust assets		\$375,758	\$392,628
Long term accounts receivable		\$0	\$0
Long term investments		\$0	\$0
Capital assets			
Land		\$0	\$0
Buildings	\$35,532,916		
Less: accumulated amortization	(\$14,207,441)	\$21,325,475	\$21,654,864
Equipment		\$0	
Less: accumulated amortization	\$0	\$0	\$0
Vehicles	\$5,926,659		
Less: accumulated amortization	(\$3,067,213)	\$2,859,446	\$3,455,612
Total capital assets		\$24,184,921	\$25,110,476
TOTAL ASSETS		\$33,945,470	\$33,902,530
LIABILITIES			
Current liabilities			
Bank indebtedness		\$0	\$0
Accounts payable and accrued liabilities		\$1,703,497	\$1,411,677
Deferred revenue		\$120,147	\$827,694
Deferred capital allocations		\$67,285	\$46,736
Current portion of all long term debt		\$514,202	\$587,098
Total current liabilities		\$2,405,131	\$2,873,205
School generated liabilities		\$532,265	\$497,778
Trust liabilities		\$375,758	\$392,628
Employee future benefits liability		\$0	\$0
Long term debt			
Supported: Debentures and other supported debt		\$2,310,701	\$2,866,717
Less: Current portion of supported debt		(\$480,108)	(\$556,015)
Unsupported: Debentures and Capital Loans		\$12,000	\$18,000
Capital Leases		\$0	\$0
Mortgages		\$66,514	\$91,597
Less: Current portion of unsupported debt		(\$34,093)	(\$31,083)
Unamortized capital allocations		\$18,411,687	\$18,187,469
Total long term liabilities		\$21,194,723	\$21,467,091
TOTAL LIABILITIES		\$23,599,854	\$24,340,296
NET ASSETS			
Unrestricted net assets		\$0	\$0
Operating Reserves		\$4,558,550	\$3,918,949
Accumulated Operating Surplus (Deficit)		\$4,558,550	\$3,918,949
Investment in capital assets		\$3,396,961	\$3,992,447
Capital Reserves		\$2,390,105	\$1,650,838
Total Capital Funds		\$5,787,066	\$5,643,285
Total net assets		\$10,345,616	\$9,562,234
TOTAL LIABILITIES AND NET ASSETS		\$33,945,470	\$33,902,530

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
REVENUES			
Alberta Learning	\$25,179,957	\$25,195,106	\$24,840,912
Alberta Infrastructure	\$2,912,622	\$2,721,844	\$2,828,458
Alberta Finance	\$291,231	\$395,825	\$353,895
Other Government of Alberta	\$48,501	\$0	\$4,800
Federal Government and/or First Nations	\$2,051,854	\$1,503,345	\$1,936,568
Other Alberta school authorities	\$262,385	\$40,500	\$218,667
Out of province authorities	\$0	\$0	\$0
Alberta Municipalities	\$1,665	\$1,715	\$2,084
Instruction resource fees	\$241,454	\$186,403	\$215,268
Transportation fees	\$155,655	\$152,000	\$150,053
Other sales and services	\$208,761	\$27,544	\$166,239
Investment income	\$151,508	\$96,000	\$190,533
Gifts and donations	\$0	\$0	\$0
Rentals of facilities	\$34,203	\$25,238	\$18,055
Net school generated funds	\$278,024	\$527,000	\$253,451
Gains on disposal of capital assets	\$12,697	\$0	\$11,318
Amortization of capital allocations	\$594,618	\$594,618	\$594,618
Total Revenues	\$32,425,134	\$31,467,138	\$31,784,919
EXPENSES			
Certificated salaries	\$14,238,085	\$13,844,747	\$13,665,893
Certificated benefits	\$1,597,084	\$1,513,278	\$1,443,352
Uncertificated salaries and wages	\$6,039,354	\$5,567,390	\$6,172,955
Uncertificated benefits	\$1,258,308	\$987,685	\$1,279,358
Services, contracts and supplies	\$6,714,676	\$7,783,678	\$6,347,873
Net school generated funds	\$278,024	\$527,000	\$253,451
Capital and debt services			
Amortization of capital assets			
Supported	\$594,618	\$594,618	\$594,618
Unsupported	\$619,204	\$607,940	\$544,877
Total Amortization of capital assets	\$1,213,822	\$1,202,558	\$1,139,495
Interest on capital debt			
Supported	\$291,051	\$395,825	\$353,655
Unsupported	\$11,348	\$13,872	\$14,925
Total Interest on capital debt	\$302,399	\$409,697	\$368,580
Other interest charges	\$0	\$0	\$0
Losses on disposal of capital assets	\$0	\$0	\$24,425
Total Expenses	\$31,641,752	\$31,836,033	\$30,695,382
SURPLUS (DEFICIT) OF REVENUES OVER EXPENSES BEFORE UNRESTRICTED REVENUES USED FOR CAPITAL PURPOSES AND EXTRAORDINARY ITEM			
	\$783,382	(\$368,895)	\$1,089,537
Unrestricted revenues used for capital purposes	\$0	\$0	\$0
Extraordinary Item	\$0	\$0	\$0
SURPLUS (DEFICIT) OF REVENUES OVER EXPENSES	\$783,382	(\$368,895)	\$1,089,537

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
CASH FLOWS FROM:		
A. OPERATIONS		
Surplus (deficit) of revenues over expenses for the year	\$783,382	\$1,089,537
Add (Deduct) items not requiring cash:		
Amortization of capital allocations revenue	(\$594,618)	(\$594,618)
Total amortization expense	\$1,213,822	\$1,139,495
Gains on disposal of capital assets	(\$12,697)	(\$11,318)
Losses on sale of capital assets	\$0	\$24,425
Changes in accrued accounts:		
Accounts receivable	\$865,745	(\$1,041,502)
Prepays and other current assets	\$34,346	(\$38,602)
Long term accounts receivable	\$0	
Long term investments	\$0	
Payables and accrued liabilities	\$291,820	(\$1,554,520)
Deferred revenue	(\$707,547)	(\$395,924)
Employee future benefits	\$0	\$0
Other (describe)	\$0	\$0
Total sources (uses) of cash from Operations	\$1,874,253	(\$1,383,027)
B. INVESTING ACTIVITIES		
Purchases of capital assets		
Land	\$0	\$0
Buildings	(\$295,632)	(\$4,818,914)
Equipment	\$0	\$0
Vehicles	(\$43,355)	(\$925,980)
Net proceeds from disposal of capital assets	\$63,417	\$83,395
Other (describe)	\$0	\$0
Total sources (uses) of cash from Investing activities	(\$275,570)	(\$5,661,499)
C. FINANCING ACTIVITIES		
Capital allocations received	\$316,181	\$1,470,531
Issue of long term debt	\$0	\$0
Repayment of long term debt	(\$587,099)	(\$635,903)
Add back: supported portion	\$523,204	\$523,204
Other (describe)	\$0	\$0
Total sources (uses) from Financing activities	\$252,286	\$1,357,832
Net sources (uses) of cash equivalents* during year	\$1,850,970	(\$5,686,694)
Cash Equivalents at the beginning of the year	\$5,688,819	\$11,375,513
Cash Equivalents at the end of the year	\$7,539,789	\$5,688,819

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: 1220

	(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
Balance at August 31, 2003	\$9,562,234	\$3,992,447	\$0	\$5,569,787	\$3,200,631	\$34,885	\$221,024	\$289,252	\$466,759	\$116,878	\$30,535	\$1,209,823	\$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
Adjusted Balance, Aug. 31, 2003	\$9,562,234	\$3,992,447	\$0	\$5,569,787	\$3,200,631	\$34,885	\$221,024	\$289,252	\$466,759	\$116,878	\$30,535	\$1,209,823	\$0	\$0
Surplus(def) of revenue over expenses	\$783,382		\$783,382											
Board funded capital transactions		\$43,355		(\$43,355)	\$0	\$0	\$0	(\$43,355)	\$0	\$0	\$0	\$0	\$0	\$0
Donations of non-amortizable assets	\$0	\$0												
Amortization of capital assets		(\$1,213,822)	\$1,213,822											
Amortization of capital allocations		\$594,618	(\$594,618)											
Disposal of unsupported capital assets	\$0	(\$50,720)	(\$12,697)	\$63,417		\$0		\$56,917		\$0		\$6,500		\$0
Disposal of supported capital assets-unsupported portion	\$0	\$0	\$0			\$0		\$0		\$0		\$0		\$0
Debt principal payments (unsupported)		\$31,083	(\$31,083)											
Net transfers to operating reserves			(\$639,601)	\$639,601	\$371,533		\$140,740		\$36,169		\$91,159			\$0
Net transfers from operating reserves			\$0	\$0	\$0		\$0		\$0		\$0			\$0
Net transfers to capital reserves			(\$719,204)	\$719,204		\$7,367		\$174,989		\$6,584		\$530,265		\$0
Net transfers from capital reserves			\$0	\$0		\$0		\$0		\$0		\$0		\$0
Balance at August 31, 2004	\$10,345,616	\$3,396,961	\$0	\$6,948,655	\$3,572,164	\$42,252	\$361,764	\$477,803	\$502,928	\$123,462	\$121,694	\$1,746,588	\$0	\$0

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

for the Year Ended August 31, 2004

(in dollars)

	Deferred Capital Allocations	Unamortized Capital Allocations
Balance at August 31, 2003	\$46,736	\$18,187,469
Add:		
Capital allocations from: AB Infrastructure - New/Modernization Projects	\$316,181	
Other Government of Alberta	\$0	
Federal Government and/or First Nations	\$0	
Other sources	\$0	
Interest earned on provincial government capital allocations	\$0	
Other capital grants and donations	\$0	
Proceeds on disposal of supported capital assets	\$0	
Insurance proceeds	\$0	
Donated capital assets (depreciable, at Fair Market Value)		\$0
Transferred in capital assets (depreciable)		\$0
Current Year Debenture Principal Repayment		\$523,204
Expended capital allocations - current year	(\$295,632)	\$295,632
Less:		
Unamortized Capital Allocation affected by a disposal through transfer out		\$0
Capital allocations amortized to revenue		\$594,618
Balance at August 31, 2004	\$67,285	\$18,411,687

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

HIGH PRAIRIE SCHOOL DIVISION NO. 48

Notes to the Financial Statements

Year ended August 31, 2004

1. AUTHORITY AND PURPOSE

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

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

2. ACCOUNTING POLICIES

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

Revenue recognition

Revenue is recognized as follows:

- i) Instruction and support allocations are recognized in the year to which they relate.
- ii) Fees for services related to courses and programs are recognized as revenue when such courses and programs are delivered.
- iii) Capital allocations from the Province or other agencies are recorded as deferred capital contributions. Once spent, they are amortized to revenue on the same basis as the capital asset acquired by the grant.
- iv) Unrestricted donations are recognized as revenue when received or receivable. Donations in kind are recorded at fair market value when reasonably determinable.
- v) Volunteers assist schools operated by the School Division in carrying out certain activities. Because of the difficulty of determining the fair value of the services and due to the fact that such assistance is generally not purchased, contributed services are not recognized in the financial statements.

Inventories

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

Vacation pay

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

HIGH PRAIRIE SCHOOL DIVISION NO. 48

Notes to the Financial Statements

Year ended August 31, 2004

2. ACCOUNTING POLICIES (continued)

Prepaid Expenses

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

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.)

Capital assets

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

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

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

Pensions

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

The current service and past service costs of the Alberta Teacher Retirement Fund are met by contributions by active members and the Government of Alberta. Under the terms of the Teachers Pension Plan Act, the High Prairie School Division No. 48 does not make pension contributions for certificated staff.

The school board participates in the multi-employer pension plan, Local Authorities Pension Plan. The expense for this pension plan is equivalent to the annual contributions of \$122,906 (2003 - \$97,765) for the Year ended August 31, 2004. At December 31, 2003, the Local Authorities Pension Plan reported an actuarial deficiency of \$1,410,987,000 (2002 deficiency of \$444,980,000).

Employee future benefits

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

HIGH PRAIRIE SCHOOL DIVISION NO. 48
Notes to the Financial Statements
Year ended August 31, 2004

2. ACCOUNTING POLICIES (continued)

Net investment in capital assets

Net investment in capital assets consists of an accumulation of amounts based on the following principles:

- i) an amount equal to the capital assets funded from capital reserves and government grants;
- ii) an amount equal to the principal repayments on long-term debt added to the equity in capital assets account in the year of repayment;
- iii) an amount equal to the net book value of capital assets disposals deleted from the equity in capital assets account in the year of disposal;
- iv) an amount equal to the depreciation on capital assets charged to the equity in capital assets account annually.

Operating and capital reserves

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

Financial instruments

The School Division's financial instruments consist of cash, accounts receivable, accounts payable, accrued liabilities, and long-term debt. It is management's opinion that the School Division is not exposed to significant interest, currency, or credit risks arising from these financial instruments. Unless otherwise noted, the fair value of these instruments approximates their carrying value.

Statement of cash flow

The statement of cash flow has been prepared using the indirect method.

3. ACCOUNTS RECEIVABLE

	<u>2004</u>	<u>2003</u>
Provincial government	\$ 907,977	\$ 1,722,042
Federal government	\$ 68,415	\$ 104,203
Other	\$ 74,680	\$ 90,572
	<u>\$ 1,051,072</u>	<u>\$ 1,916,817</u>

4. SUPPORTED DEBENTURES RECEIVABLE

Supported debentures receivable consist of amounts receivable from the Province of Alberta for debentures repayments for items previously expensed.

HIGH PRAIRIE SCHOOL DIVISION NO. 48
Notes to the Financial Statements
Year ended August 31, 2004

5. CAPITAL ASSETS

	2004			2003
	Cost	Accumulated Depreciation	Net Book Value	Net Book Value
Buildings	\$ 33,240,513	\$ 14,207,441	\$ 19,033,072	\$ 9,239,497
Vehicles	5,887,158	3,027,712	2,859,446	3,455,612
Construction in Progress	2,292,403	-	2,292,403	12,415,367
	<u>\$ 41,420,074</u>	<u>\$ 17,235,153</u>	<u>\$ 24,184,921</u>	<u>\$ 25,110,476</u>

6. DEFERRED REVENUE

	2004	2003
Modernization Block Funding	\$ -	\$ 283,311
One-Time Grant	-	268,799
Building Quality Restoration Program (BQRP)	-	103,459
AISI	82,096	98,324
Other	38,051	73,801
	<u>\$ 120,147</u>	<u>\$ 827,694</u>

7. LONG-TERM DEBT

	2004	2003
Debentures	\$ 2,322,701	\$ 2,884,717
Mortgage	66,514	91,597
Due within one year	(514,202)	(587,098)
	<u>\$ 1,875,013</u>	<u>\$ 2,389,216</u>

Debentures mature at various dates through November 15, 2013, bearing rates of interest from 6.875 percent to 12 percent. All debentures are supported as to principal and interest except for two debentures totalling \$12,000 (2003 - \$18,000).

The mortgages mature on March 15 and November 15, 2006, and they bear interest at 12 percent with annual principal and interest payments of \$36,076.

HIGH PRAIRIE SCHOOL DIVISION NO. 48**Notes to the Financial Statements****Year ended August 31, 2004****7. LONG-TERM DEBT (CONTINUED)**

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

	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2005	\$ 514,202	\$ 277,569	\$ 791,771
2006	501,628	217,573	719,201
2007	471,120	158,675	629,795
2008	403,686	103,438	507,124
2009	246,067	56,294	302,361
Thereafter	<u>252,512</u>	<u>42,679</u>	<u>295,191</u>
	<u>\$ 2,389,215</u>	<u>\$ 856,228</u>	<u>\$ 3,245,443</u>

8. COMMITMENTS

Payments under operating equipment leases in each of the next five years are as follows:

2005	\$ 110,998
2006	110,998
2007	110,998
2008	110,998
2009	110,998

9. RESERVES

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

	<u>Balance Beginning of Year</u>	<u>Appropriated During the Year</u>	<u>Utilized During the Year</u>	<u>Balance End of Year</u>
Operating	\$ 3,918,949	\$ 997,067	\$ (357,466)	\$ 4,558,550
Capital				
Land	\$ 34,752	\$ -	\$ -	\$ 34,752
Buildings	148,755	130,403	-	279,158
Equipment	70,925	-	-	70,925
Vehicles	1,396,406	652,220	(43,355)	2,005,270
	<u>\$ 1,650,838</u>	<u>\$ 782,623</u>	<u>\$ (43,355)</u>	<u>\$ 2,390,105</u>
	<u>\$ 5,569,787</u>	<u>\$ 1,779,690</u>	<u>\$ (400,821)</u>	<u>\$ 6,948,655</u>

HIGH PRAIRIE SCHOOL DIVISION NO. 48**Notes to the Financial Statements****Year ended August 31, 2004****9. RESERVES (CONTINUED)**

The operating reserve balance is comprised of the following:

	<u>2004</u>	<u>2003</u>
Specific school surplus (deficit)		
C. J. Schurter	\$ 161,772	\$ 271,448
Prairie River	235,608	358,629
Kinuso	295,866	294,333
Roland Michener	177,355	239,930
Lakeside	626,005	531,544
E. W. Pratt	107,972	(10,792)
H. P. Elementary	185,063	45,164
Joussard	135,531	113,110
Routhier	49,801	44,345
E. G. Wahlstrom	69,803	102,451
Joint fund	34,466	21,541
Prairie View Outreach	7,550	26,571
G. P. Vanier	186,369	196,894
	<u>2,273,161</u>	<u>2,235,168</u>
Administration	502,928	466,757
Maintenance	361,764	221,024
Transportation	121,694	30,535
General instruction	1,299,003	965,465
	<u>\$ 4,558,550</u>	<u>\$ 3,918,949</u>

10. EXTERNAL SERVICES

Included in the statement of revenues and expenses are the following amounts:

	<u>2004</u>	<u>2003</u>
Revenues		
Contracted Services	\$ 144,655	\$ 139,571
Bus Rental - Firefighting	20,865	-
Admin Fee	9,400	8,500
	<u>\$ 174,920</u>	<u>\$ 148,071</u>
Expenses		
Services, contracts & supplies	\$ 168,491	\$ 148,071
Salaries, wages and benefits	6,429	-
	<u>\$ 174,920</u>	<u>\$ 148,071</u>
	<u>\$ -</u>	<u>\$ -</u>

HIGH PRAIRIE SCHOOL DIVISION NO. 48

Notes to the Financial Statements

Year ended August 31, 2004

11. CAPITAL RECONCILIATION

Total Capital Assets	\$	24,184,921	
Deduct:			
Long term debt			
Supported		(2,310,701)	
Unsupported		(78,514)	
* BQRP Debentures (not capitalized)		<u>12,942</u>	
	Net Total		\$ 21,808,648
Unamortized Capital Allocations	\$	18,411,687	
Add: Investment in Capital Assets		<u>3,396,961</u>	
	Net Total		\$ 21,808,648
	Variance		<u>\$ -</u>

* Represent 10-year debentures for funds used for BQRP projects that were not capitalized. Amount included in the supported debenture total.

12. BUDGET AMOUNTS

The budget was prepared by the School Division's management with Board of Trustees' approval given on May 29, 2003. It is presented for information purposes only and has not been audited.

13. APPROVAL OF FINANCIAL STATEMENTS

The board of Trustees has approved these financial statements.

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

School Jurisdiction Code: _____ 1220

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.	
Alberta Learning allocations									
(1) Instruction block	\$19,474,459	\$1,072,825	\$18,401,634						
(2) Support block	\$3,782,895				\$2,583,979			\$1,198,916	
(3) Instruction & support block reallocations	\$0	(\$193,169)	\$193,169		\$0			\$0	\$0
(4) Alberta Initiative for School Improvement (AISi)	\$448,348	\$0	\$448,348						
(5) Student Health Initiative (SHI)	\$562,059	\$0	\$562,659						\$9,400
(6) Supernet Access	\$0		\$0					\$0	
(7) Teacher Salary Enhancement (TSE)	\$844,000	\$21,269	\$803,910					\$18,821	\$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	\$68,196	\$0	\$68,196	\$0	\$0			\$0	\$0
(11) Total Alberta Learning Revenue	\$25,179,957	\$900,925	\$20,467,915	\$0	\$2,583,979			\$1,217,737	\$9,400
Alberta Infrastructure									
(12) Expensed IMP (BQRP) support & portable relocations	\$329,144			\$329,144					
(13) Operations & Maintenance support	\$2,359,479			\$2,359,479					
(14) Operations & Maintenance support (One-Time)	\$223,999			\$223,999					
(15) Total Alberta Infrastructure Revenue	\$2,912,622			\$2,912,622					
Alberta Finance	\$291,231			\$291,231					\$0
(17) Other - Government of Alberta	\$48,501	\$0	\$17,880	\$9,756	\$0			\$0	\$20,865
(18) Federal Government and/or First Nations	\$2,051,854	\$48,014	\$1,642,433	\$253,433	\$0			\$107,974	\$0
(19) Other Alberta school authorities	\$262,385	\$0	\$13,987	\$0	\$103,743			\$0	\$144,655
(20) Out of province authorities	\$0	\$0	\$0	\$0	\$0			\$0	\$0
(21) Alberta municipalities	\$1,665	\$0	\$0	\$0	\$0			\$1,665	\$0
(22) Instruction resource fees	\$241,454	\$11,809	\$229,645						
(23) Transportation fees	\$155,655				\$155,655				
(24) Other sales and services	\$208,761	\$0	\$49,747	\$142,631	\$14,510			\$1,872	\$0
(25) Investment income	\$151,508	\$0	\$112,869	\$16,666	\$13,636			\$8,337	\$0
(26) Gifts and donations	\$0	\$0	\$0	\$0	\$0			\$0	\$0
(27) Rentals of facilities	\$34,203		\$15,786	\$18,418	\$0			\$0	\$0
(28) Net school generated funds	\$278,024	\$0	\$278,024	\$0	\$0			\$0	\$0
(29) Gains on disposal of capital assets	\$12,697		\$0	\$11,567	\$1,130			\$0	\$0
(30) Amortization of capital allocations	\$594,618		\$0	\$594,618	\$0			\$0	\$0
(31) TOTAL REVENUES	\$32,425,134	\$960,748	\$22,828,286	\$4,250,942	\$2,872,653			\$1,337,585	\$174,920
EXPENSES									
(32) Certificated salaries	\$14,238,085	\$459,523	\$13,373,151				\$405,411	\$405,411	\$0
(33) Certificated benefits	\$1,597,084	\$45,353	\$1,515,266				\$36,465	\$36,465	\$0
(34) Uncertificated salaries and wages	\$6,039,354	\$2,386	\$3,590,645	\$699,136	\$1,303,178	\$53,940	\$384,435	\$438,375	\$5,634
(35) Uncertificated benefits	\$1,258,308	\$88	\$814,576	\$165,329	\$177,130	\$19,149	\$81,241	\$100,390	\$795
(36) SUB - TOTAL	\$23,132,831	\$507,350	\$19,293,638	\$864,465	\$1,480,308	\$73,089	\$907,552	\$980,641	\$6,429
(37) Services, contracts & supplies	\$6,714,676	\$453,398	\$2,833,942	\$2,185,080	\$768,987	\$55,460	\$249,318	\$304,778	\$168,491
(38) Cost recoveries & transfers (must balance to zero)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
(39) Net school generated funds	\$278,024	\$0	\$278,024	\$0	\$0	\$0	\$0	\$0	\$0
Capital and debt services									
Amortization of capital assets									
(40) Supported	\$594,618	\$0	\$0	\$594,618	\$0		\$0	\$0	\$0
(41) Unsupported	\$619,204	\$0	\$7,367	\$74,989	\$530,265	\$0	\$6,584	\$6,584	\$0
(42) Total Amortization	\$1,213,822	\$0	\$7,367	\$669,607	\$530,265	\$0	\$6,584	\$6,584	\$0
Interest on capital debt									
(43) Supported	\$291,051	\$0	\$0	\$291,051	\$0		\$0	\$0	\$0
(44) Unsupported	\$11,348	\$0	\$0	\$0	\$1,934	\$0	\$9,414	\$9,414	\$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
(47) TOTAL EXPENSES	\$31,641,752	\$960,748	\$22,412,971	\$4,010,202	\$2,781,494	\$128,549	\$1,172,867	\$1,301,416	\$174,920
(48) Surplus(deficit) before unrestricted revenues used for capital purposes	\$783,382	(\$0)	\$415,315	\$240,740	\$91,159			\$36,169	\$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	\$10,977,597	\$1,307,843	\$0	\$320,608	\$555,044	\$212,059	\$0	\$13,373,151
Certificated benefits	\$1,278,817	\$126,374	\$0	\$31,738	\$57,494	\$20,843	\$0	\$1,515,266
Uncertificated salaries and wages	\$903,397	\$695,055	\$0	\$244,439	\$1,453,220	\$0	\$294,534	\$3,590,645
Uncertificated benefits	\$179,377	\$168,571	\$0	\$57,233	\$351,665	\$0	\$57,730	\$814,576
SUB - TOTAL REMUNERATION	\$13,339,188	\$2,297,843	\$0	\$654,018	\$2,417,423	\$232,902	\$352,264	\$19,293,638
Services, contracts & supplies	\$2,238,710	\$0	\$0	\$0	\$179,391	\$215,446	\$200,395	\$2,833,942
Cost recoveries & transfers	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Net school generated funds	\$278,024							\$278,024
Amortization of capital assets								
Supported	\$0	\$0	\$0					\$0
Unsupported	\$0	\$7,367	\$0					\$7,367
Total Amortization	\$0	\$7,367	\$0					\$7,367
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
TOTAL EXPENSES	\$15,855,922	\$2,305,210	\$0	\$654,018	\$2,596,814	\$448,348	\$552,659	\$22,412,971
FTE Certificated				5.9	9.0			
FTE Uncertificated				15.0	72.8			

**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
Basic Instruction	\$14,192,525	\$1,804,917	\$2,130,726	\$193,169	\$18,321,336	\$15,912,798	\$2,408,538
School Admin & Instruction Support Expenses						\$2,305,210	(\$2,305,210)
System Instruction Support Expenses						\$0	\$0
Total Basic Instruction	\$14,192,525	\$1,804,917	\$2,130,726	\$193,169	\$18,321,336	\$18,218,008	\$103,328
Sub-Programs & Initiatives							
Severely Disabled	\$2,384,672	\$0	\$0		\$2,384,672	\$2,596,814	(\$212,142)
English as a Second Language	\$25,024				\$25,024	\$25,024	(\$0)
Enhanced Opportunities	\$0				\$0	\$0	\$0
First Nations, Metis, and Inuit Education	\$254,163		\$0		\$254,163	\$244,706	\$9,457
Institutional Programs	\$0				\$0	\$0	\$0
Sparsity & Distance	\$1,114,502				\$1,114,502		\$1,114,502
Growth & Density	\$40,943				\$40,943		\$40,943
Teacher Assistants Program	\$62,701				\$62,701	\$62,701	(\$1)
Early Literacy Initiative (K-2)	\$114,037				\$114,037	\$172,738	(\$58,701)
Learning Resources Credit & Resources for the Classroom	\$35,697	\$68,196	\$229,645		\$333,538	\$333,538	(\$0)
Technology Integration	\$137,104		\$0		\$137,104	\$729,176	(\$592,072)
French Language Program & Francisation (all jurisdictions)	\$35,694		\$0		\$35,694	\$25,694	\$10,000
Home Education	\$4,572		\$0		\$4,572	\$4,572	\$0
Total Sub-Programs & Initiatives	\$4,209,109		\$229,645		\$4,506,950	\$4,194,963	\$311,987
INSTRUCTION, GRADES 1-12	\$18,401,634	\$1,873,113	\$2,360,370	\$193,169	\$22,828,286	\$22,412,971	\$415,315

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

STEP 1	
Determine the total eligible revenue which is used as the BASE TOTAL to calculate the maximum eligible expense limits for Board and System Administration	
Total Revenues (Schedule A):	
Instruction Block - Grades ECS -12 (excluding technology integration)	\$19,337,355
Support Block - Transportation	\$2,583,979
SUBTOTAL	\$21,921,334
Other Revenues	
Alberta Infrastructure (Operations & Maintenance and Lease support)	\$2,359,479
Teacher Salary Enhancement	\$844,000
Other Alberta Learning revenues (Describe) Resources for classroom credit	\$68,196
Other - Government of Alberta (Excluding Alberta Finance)	\$48,501
Federal government/First Nations	\$2,051,854
Other Alberta school authorities	\$262,385
Out of province local authorities	\$0
Alberta municipalities	\$1,665
Other sales and services	\$208,761
Interest on investments	\$151,508
Rentals of facilities	\$34,203
Gains on disposal of capital assets	\$12,697
Amortization of capital allocations	\$594,618
School generated funds (Schedule E)	\$735,086
BASE TOTAL FOR CALCULATING MAXIMUM EXPENSE LIMIT	\$29,294,287
STEP 2	
Calculation of maximum expense limit PERCENTAGE for Board and System Administration expenses	
If "Total Net Enrolled Students" are 6,000 and over = 4%	5.29%
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.	
STEP 3	
Calculate maximum expense limit AMOUNTS for Board and System Administration expenses	
Maximum Expense Limit percentage (Step 2) x Base Total (Step 1)	\$1,549,668
Considerations for Charter Schools and Small Boards:	
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)	
MAXIMUM EXPENSE LIMIT	\$1,549,668
STEP 4	
Compare maximum expense limit amounts calculated in Step 3 to actual expenses (from Schedule A)	
Actual Board Governance & System Administration expenses	\$1,301,416
PLUS: transfers to Restricted - Operating (Board/System Administration)	\$36,169
LESS: transfers from Restricted - Operating (Board/System Administration)	\$0
TOTAL BOARD GOVERNANCE & SYSTEM ADMINISTRATION EXPENSES	\$1,337,585
Maximum Expense Limit for Board & System Administration (Step 3)	\$1,549,668
ACTUAL EXPENSES - OVER(UNDER) MAXIMUM EXPENSE LIMIT	-\$212,082

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

Unexpended SGF - Opening Balance August 31, 2003 (Note 1)		\$497,778
Source of School Generated Funds:		
Total School Generated Funds for the year (Note 2)	\$735,086	
Less: SGF - related cost recoveries (Note 3)	\$422,575	
- capitalized at the District level (Note 4)	\$0	
Net Total	\$312,511	
Plus: Donations Received (Note 5)	\$0	
Equals: Net Additions to SGF		\$312,511
Net SGF Available for discretionary spending		\$810,289
Net SGF revenue and Net SGF expense - per schedule A, lines 28 and 39		
Net expended SGF for discretionary purposes (Note 6)		\$278,024
Unexpended SGF - Closing Balance August 31, 2004		\$532,265
<p>Note 1 Input "(Restated)" beside Balance at August 31, 2003 where not taken from the finalized 2002-2003 Audited Financial Statements.</p> <p>Note 2 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>Note 3 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>Note 4 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>Note 5 Donations are restricted to cash; gifts in kind are treated as board assets, not SGF. Amounts are net of related expenses.</p> <p>Note 6 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	\$408,520	\$0	\$123,663	\$166,953	\$699,136		\$699,136
Uncertificated benefits	\$0	\$107,700	\$0	\$24,739	\$32,890	\$165,329		\$165,329
Sub-total Remuneration	\$0	\$516,220	\$0	\$148,402	\$199,843	\$864,465		\$864,465
Contracted Services	\$602,699	\$172,667	\$0	\$168,784	\$405	\$944,555		\$944,555
Supplies	\$47,864	\$407,775	\$0	\$11,958	\$1,669	\$469,266		\$469,266
Electricity			\$309,119			\$309,119		\$309,119
Natural Gas/Heating Fuel			\$294,766			\$294,766		\$294,766
Sewer and Water			\$46,699			\$46,699		\$46,699
Telecommunications			\$7,752			\$7,752		\$7,752
Insurance					\$112,922	\$112,922		\$112,922
Net school generated funds	\$0	\$0	\$0	\$0	\$0	\$0		\$0
Amortization of capital assets								
Supported							\$594,618	\$594,618
Unsupported						\$74,989		\$74,989
Total Amortization						\$74,989	\$594,618	\$669,607
Interest on capital debt								
Supported							\$291,051	\$291,051
Unsupported				\$0		\$0		\$0
Other interest charges						\$0		\$0
Losses on disposal of capital assets						\$0		\$0
Cost recoveries & transfers						\$0		\$0
TOTAL EXPENSES	\$650,563	\$1,096,662	\$658,336	\$329,144	\$314,839	\$3,124,533	\$885,669	\$4,010,202
SQUARE METRES								
School Buildings								46,494.4
Non School Buildings								2,159.0
STAFF FTE'S (Completion Optional for 2003/2004)								
Board Employed	0.0	11.0						
Contracted Services	12.0	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
Chairperson:									
Name	Marco Gervais	1.0	\$10,385	\$954	\$0			\$11,339	\$2,145
Name		0.0	\$0	\$0	\$0			\$0	\$0
Other Board Members:									
Name	Joyce Dvornek	1.0	\$8,680	\$3,839	\$0			\$12,519	\$4,186
Name	Angela Blanchette	1.0	\$6,123	\$3,787	\$0			\$9,910	\$1,897
Name	Neil Deas	1.0	\$5,115	\$1,214	\$0			\$6,329	\$607
Name	Dawn Konelsky	1.0	\$10,153	\$2,720	\$0			\$12,873	\$3,742
Name	Vivien McCoy	1.0	\$6,665	\$2,844	\$0			\$9,509	\$2,232
Name	Linda Duchesneau	1.0	\$6,820	\$3,791	\$0			\$10,611	\$2,843
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
Subtotal		7.0	\$53,940	\$19,149	\$0			\$73,089	\$17,652
Superintendent	Kenneth Riegel	1.0	\$123,336	\$10,072	\$0	\$0	\$0	\$133,408	\$13,173
Superintendent		0.0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Secretary/Treasurer		0.0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Secretary/Treasurer		0.0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Board Secretary	Raymonde Lussier	1.0	\$86,835	\$15,250	\$0	\$0	\$0	\$102,085	\$4,046
Board Secretary		0.0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Board Treasurer	Paul Burrows	1.0	\$86,835	\$15,250	\$0	\$0	\$0	\$102,085	\$3,960
Board Treasurer		0.0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Certificated Salaries		210.9	\$14,114,749	\$1,587,012	\$0	\$0	\$0	\$15,701,761	
Uncertificated Salaries & Wages		215.9	\$5,811,744	\$1,208,659	\$0	\$0	\$0	\$7,020,403	
TOTALS			\$20,277,439	\$2,855,392	\$0	\$0	\$0	\$23,132,831	

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