

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

**Wild Rose School Division No. 66**

Legal Name of School Jurisdiction

**4912 - 43 Street, Rocky Mountain House, Alberta**

Mailing Address

**Telephone: (403) 845-3376, Fax: (403) 845-4287**

Telephone and Fax Numbers

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

The financial statements and supporting schedules Wild Rose School Division No. 66

(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**

**Maureen Fisher**

Name

**"Original Signed By"**

Signature

**SUPERINTENDENT**

**J. Greg Thomas**

Name

**"Original Signed By"**

Signature

**SECRETARY TREASURER OR TREASURER**

**Cody G. McClintock**

Name

**"Original Signed By"**

Signature

**19-Jan-05**

Board-approved Release Date

## TABLE OF CONTENTS

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

## SUPPORTING SCHEDULES

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



# Gitzel Krejci Dand Peterson

CHARTERED ACCOUNTANTS

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## AUDITORS' REPORT

To The Board of Trustees

Wild Rose School Division No. 66

We have audited the statement of financial position of the Wild Rose School Division No. 66 as at August 31, 2004 and the statements of revenues and expenses, cash flows, changes in net assets and capital allocations for the year then ended. These financial statements are the responsibility of the school jurisdiction's management. Our responsibility is to express an opinion on these financial statements based on our audit.

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

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

Our audit was conducted for the purpose of forming an opinion on the basic financial statements taken as a whole. The supplementary information included in Schedules A through G is presented for purposes of additional analysis and is not a required part of the basic financial statements. Such supplementary information has been subjected to the auditing procedures applied in the audit of the basic financial statements and, in our opinion, is fairly stated, in all material respects, in relation to the basic financial statements taken as a whole.

Stettler, Alberta  
December 15, 2004

*Gitzel Krejci Dand Peterson*  
CHARTERED ACCOUNTANTS

**STATEMENT OF FINANCIAL POSITION**

as at August 31

(in dollars)

		2004	2003
<b>ASSETS</b>			
Current assets			
Cash and temporary investments		\$9,225,150	\$15,874,475
Accounts receivable (net after allowances)		\$1,749,575	\$1,700,348
Prepaid expenses		\$327,884	\$247,506
Other current assets		\$112,579	\$122,694
<b>Total current assets</b>		\$11,415,188	\$17,945,023
School generated assets		\$811,273	\$842,328
Trust assets		\$151,289	\$173,141
Long term accounts receivable		\$163,035	\$191,155
Long term investments		\$0	\$0
Capital assets			
Land		\$2,271,069	\$2,277,833
Buildings	\$70,065,373		
Less: accumulated amortization	(\$23,317,222)	\$46,748,151	\$38,832,309
Equipment	\$9,466,368		
Less: accumulated amortization	(\$7,266,234)	\$2,200,135	\$2,558,725
Vehicles	\$4,490,392		
Less: accumulated amortization	(\$2,236,488)	\$2,253,904	\$2,254,501
<b>Total capital assets</b>		\$53,473,259	\$45,923,368
<b>TOTAL ASSETS</b>		\$66,014,045	\$65,075,015
<b>LIABILITIES</b>			
Current liabilities			
Bank indebtedness		\$0	\$0
Accounts payable and accrued liabilities		\$4,219,342	\$1,889,684
Deferred revenue		\$716,233	\$1,681,031
Deferred capital allocations		\$1,022,131	\$9,697,496
Current portion of all long term debt		\$692,905	\$786,285
<b>Total current liabilities</b>		\$6,650,611	\$14,054,496
School generated liabilities		\$811,273	\$842,328
Trust liabilities		\$151,289	\$173,141
Employee future benefits liability		\$0	\$0
Long term debt			
Supported: Debentures and other supported debt		\$6,215,107	\$7,001,392
Less: Current portion of supported debt		(\$692,905)	(\$786,285)
Unsupported: Debentures and Capital Loans		\$0	\$0
Capital Leases		\$0	\$0
Mortgages		\$0	\$0
Less: Current portion of unsupported debt		\$0	\$0
Unamortized capital allocations		\$38,610,691	\$30,046,022
<b>Total long term liabilities</b>		\$45,095,456	\$37,276,598
<b>TOTAL LIABILITIES</b>		\$51,746,066	\$51,331,094
<b>NET ASSETS</b>			
Unrestricted net assets		\$3,153,164	\$2,053,971
Operating Reserves		\$1,204,593	\$1,686,153
Accumulated Operating Surplus (Deficit)		\$4,357,756	\$3,740,124
Investment in capital assets		\$8,647,464	\$8,875,958
Capital Reserves		\$1,262,759	\$1,127,839
Total Capital Funds		\$9,910,223	\$10,003,797
<b>Total net assets</b>		\$14,267,979	\$13,743,921
<b>TOTAL LIABILITIES AND NET ASSETS</b>		\$66,014,045	\$65,075,015

**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	\$35,115,606	\$34,316,099	\$34,164,276
Alberta Infrastructure	\$4,892,780	\$4,054,451	\$4,259,176
Alberta Finance	\$655,718	\$706,482	\$733,438
Other Government of Alberta	\$51,860	\$0	\$57,229
Federal Government and/or First Nations	\$38,484	\$60,960	\$78,983
Other Alberta school authorities	\$21,253	\$0	\$7,622
Out of province authorities	\$0	\$0	\$0
Alberta Municipalities	(\$2,089)	\$0	\$0
Instruction resource fees	\$60,974	\$120,800	\$34,794
Transportation fees	\$0	\$0	\$0
Other sales and services	\$238,292	\$20,300	\$158,049
Investment income	\$206,859	\$230,600	\$256,474
Gifts and donations	\$99,840	\$8,000	\$232,462
Rentals of facilities	\$21,889	\$10,200	\$18,273
Net school generated funds	\$1,348,937	\$1,046,251	\$1,147,085
Gains on disposal of capital assets	\$0	\$0	\$42,232
Amortization of capital allocations	\$1,703,871	\$1,605,683	\$1,801,694
<b>Total Revenues</b>	<b>\$44,454,271</b>	<b>\$42,179,826</b>	<b>\$42,991,787</b>
<b>EXPENSES</b>			
Certificated salaries	\$19,536,576	\$19,314,878	\$19,280,625
Certificated benefits	\$2,012,137	\$2,099,497	\$2,028,031
Uncertificated salaries and wages	\$8,057,786	\$7,696,384	\$8,018,098
Uncertificated benefits	\$1,580,823	\$1,539,277	\$1,518,464
Services, contracts and supplies	\$7,937,765	\$7,203,642	\$7,979,354
Net school generated funds	\$1,348,939	\$1,046,251	\$1,147,085
Capital and debt services			
Amortization of capital assets			
Supported	\$1,703,871	\$1,605,683	\$1,801,694
Unsupported	\$1,140,611	\$1,228,431	\$1,013,788
Total Amortization of capital assets	\$2,844,482	\$2,834,114	\$2,815,482
Interest on capital debt			
Supported	\$655,718	\$706,482	\$733,438
Unsupported	\$0	\$0	\$0
Total Interest on capital debt	\$655,718	\$706,482	\$733,438
Other interest charges	\$893	\$1,500	\$1,831
Losses on disposal of capital assets	\$5,400	\$0	\$0
<b>Total Expenses</b>	<b>\$43,980,518</b>	<b>\$42,442,025</b>	<b>\$43,522,408</b>
<b>SURPLUS (DEFICIT) OF REVENUES OVER EXPENSES BEFORE UNRESTRICTED REVENUES USED FOR CAPITAL PURPOSES AND EXTRAORDINARY ITEM</b>	<b>\$473,753</b>	<b>(\$262,199)</b>	<b>(\$530,621)</b>
Unrestricted revenues used for capital purposes	\$50,305	\$0	\$155,014
Extraordinary Item	\$0	\$0	\$0
<b>SURPLUS (DEFICIT) OF REVENUES OVER EXPENSES</b>	<b>\$524,058</b>	<b>(\$262,199)</b>	<b>(\$375,607)</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	\$524,058	(\$375,607)
Add (Deduct) items not requiring cash:		
Amortization of capital allocations revenue	(\$1,703,871)	(\$1,801,694)
Total amortization expense	\$2,844,482	\$2,815,482
Gains on disposal of capital assets	\$0	(\$42,232)
Losses on sale of capital assets	\$5,400	\$0
Changes in accrued accounts:		
Accounts receivable	(\$49,227)	(\$270,871)
Prepays and other current assets	(\$70,263)	(\$34,258)
Long term accounts receivable	\$28,120	\$0
Long term investments	\$0	\$0
Payables and accrued liabilities	\$2,329,658	(\$1,445,723)
Deferred revenue	(\$964,798)	(\$521,310)
Employee future benefits	\$0	\$0
Other (describe)	\$0	\$0
<b>Total sources (uses) of cash from Operations</b>	<b>\$2,943,559</b>	<b>(\$1,676,213)</b>
<b>B. INVESTING ACTIVITIES</b>		
Purchases of capital assets		
Land	\$0	(\$392,900)
Buildings	(\$9,532,552)	(\$2,107,863)
Equipment	(\$498,055)	(\$520,820)
Vehicles	(\$379,166)	(\$710,052)
Net proceeds from disposal of capital assets	\$10,000	\$42,232
Other (describe)	\$0	\$0
<b>Total sources (uses) of cash from Investing activities</b>	<b>(\$10,399,773)</b>	<b>(\$3,689,403)</b>
<b>C. FINANCING ACTIVITIES</b>		
Capital allocations received	\$806,889	\$612,999
Issue of long term debt	\$0	\$0
Repayment of long term debt	(\$786,285)	(\$1,089,423)
Add back: supported portion	\$786,285	\$1,089,423
Other (describe)	\$0	\$0
<b>Total sources (uses) from Financing activities</b>	<b>\$806,890</b>	<b>\$612,999</b>
<b>Net sources (uses) of cash equivalents* during year</b>	<b>(\$6,649,325)</b>	<b>(\$4,752,617)</b>
<b>Cash Equivalents at the beginning of the year</b>	<b>\$15,874,475</b>	<b>\$20,627,092</b>
<b>Cash Equivalents at the end of the year</b>	<b>\$9,225,150</b>	<b>\$15,874,475</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: 1325

	(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	(12)	(13)	(14)
	TOTAL NET ASSETS <small>(Columns 2+3+4)</small>	INVESTMENT IN CAPITAL ASSETS	UNRESTRICTED NET ASSETS	TOTAL RESTRICTED NET ASSETS <small>(Columns 5 to 14)</small>	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>	\$13,743,921	\$8,875,958	\$2,053,971	\$2,813,992	\$426,168	\$355,802	\$246,922	\$211,984	\$274,576	\$0	\$738,487	\$560,053	\$0	\$0
Prior period adjustments (describe)														
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Adjusted Balance, Aug.31, 2003</b>	\$13,743,921	\$8,875,958	\$2,053,971	\$2,813,992	\$426,168	\$355,802	\$246,922	\$211,984	\$274,576	\$0	\$738,487	\$560,053	\$0	\$0
Surplus(def) of revenue over expenses	\$524,058		\$524,058											
Board funded capital transactions		\$927,517	(\$548,350)	(\$379,167)	\$0	\$0	\$0	(\$25,595)	\$0	\$0	\$0	(\$353,572)	\$0	\$0
Donations of non-amortizable assets	\$0	\$0												
Amortization of capital assets		(\$2,844,482)	\$2,844,482											
Amortization of capital allocations		\$1,703,871	(\$1,703,871)											
Disposal of unsupported capital assets	\$0	(\$15,400)	\$5,400	\$10,000		\$10,000		\$0		\$0		\$0		\$0
Disposal of supported capital assets-unsupported portion	\$0	\$0	\$0			\$0		\$0		\$0		\$0		\$0
Debt principal payments (unsupported)		\$0	\$0											
Net transfers to operating reserves			\$27,335	(\$27,335)	\$0		\$0		\$0		(\$27,335)		\$0	
Net transfers from operating reserves			\$454,225	(\$454,225)	(\$250,484)		(\$115,648)		(\$88,093)		\$0		\$0	
Net transfers to capital reserves			(\$504,087)	\$504,087		\$62,087		\$26,000		\$0		\$416,000		\$0
Net transfers from capital reserves			\$0	\$0		\$0		\$0		\$0		\$0		\$0
<b>Balance at August 31, 2004</b>	\$14,267,979	\$8,647,464	\$3,153,164	\$2,467,352	\$175,684	\$427,889	\$131,274	\$212,389	\$186,483	\$0	\$711,152	\$622,481	\$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>	\$9,697,496	\$30,046,022
<b>Add:</b>		
<b>Capital allocations from:</b> AB Infrastructure - New/Modernization Projects	\$620,362	
Other Government of Alberta	\$0	
Federal Government and/or First Nations	\$0	
Other sources	\$28,299	
<b>Interest earned on provincial government capital allocations</b>	\$158,228	
<b>Other capital grants and donations</b>	\$0	
<b>Proceeds on disposal of supported capital assets</b>	\$0	
<b>Insurance proceeds</b>	\$0	
<b>Donated capital assets (depreciable, at Fair Market Value)</b>		\$0
<b>Transferred in capital assets (depreciable)</b>		\$0
<b>Current Year Debenture Principal Repayment</b>		\$786,285
<b>Expended capital allocations - current year</b>	(\$9,482,254)	\$9,482,254
<b>Less:</b>		
<b>Unamortized Capital Allocation affected by a disposal through transfer out</b>		\$0
<b>Capital allocations amortized to revenue</b>		\$1,703,871
<b>Balance at August 31, 2004</b>	\$1,022,131	\$38,610,691

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



**WILD ROSE SCHOOL DIVISION No. 66**  
**NOTES TO FINANCIAL STATEMENT**  
**AUGUST 31, 2004**

**1. AUTHORITY AND PURPOSE**

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

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

**2. SUMMARY OF SIGNIFICANT 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 judgment. 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:

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

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

Unrestricted contributions are recognized as revenue when received and receivable. Contributions in-kind are recorded at fair market value when reasonably determinable

Externally restricted contributions are deferred and recognized as revenue in the period in which the restriction is complied with. Endowment funds, which are to be retained as net assets, are recorded as direct increases in trust assets and liabilities.

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%
Equipment	10% and 20%
Vehicles	10% and 20%

Only capital assets with costs in excess of \$ 5000; or 10 and more items with an aggregate cost in excess of \$ 10,000; or restricted by expenditure are capitalized. Any capital allocations received for asset additions are amortized over the same period as the related asset.

The capital asset pools of furniture, equipment and buildings are deemed fully disposed 10 years after full amortization of the costs or incremental costs. Disposal amounts are prorated over the 10 years following full amortization. For buildings, this is an adjustment for the long-term nature of the asset, and capitalization of improvements extending the useful life, without any identifiable disposal of those components previously capitalized. For furniture and equipment, this adjustment recognizes that disposal of assets will take place over time, but not be specifically identifiable.

Inventories

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

School Generated Funds

Funds generated from school-based activities are included as assets, liabilities, revenues and expenses of the school jurisdiction because the accountability and control of these funds rests with school jurisdiction officials or their appointee(s). These funds are usually collected and retained at the school for expenditures paid the school level (e.g. yearbook sales, graduation fees, field trip fees, etc.)

### Vacation Pay

Vacation pay is recorded when earned.

### Contributed Services

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

### Financial Instruments

The jurisdiction's financial instruments consist of cash, accounts receivable, accounts payable, accrued liabilities, and long-term debt. It is management's opinion that the jurisdiction is not exposed to significant interest, currency or credit risks arising from these financial instruments. Unless otherwise noted, the fair values of these financial instruments approximate their carrying values. The jurisdiction has invested surplus funds in accordance with Section 60 of the School Act and Section 5 of the Trustees Act.

### Pension

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 Wild Rose School Division does not make pension contributions for certificated staff.

The school board participates in the multi-employer pension plan, Local Authorities Pension Plan. The expense for this pension plan is equivalent to the annual contributions of \$ 349,882 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).

### Operating and Capital Reserves

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

### Employee Future Benefits

The jurisdiction accrues its obligations under employee future benefit plans and expenses the related costs. There is no financial impact on the jurisdiction at this time.

## **3. ACCOUNTS RECEIVABLE**

Accounts Receivable comprises of the following amounts:

	<u>2004</u>	<u>2003</u>
Due from the Provincial Government	\$ 1,383,800	\$ 1,396,950
Due from the Federal Government	198,131	181,168
Due from the FMSS Society (Current)	22,184	22,184
Notes Receivable: Pension Buyback (Current)	4,688	10,237
Notes Receivable: Computer Purchase Plan (Current)	46,149	42,495
Accrued Interest and Refunds	8,628	36,608
Accounts Receivables: General	85,995	10,706
	<u>\$ 1,749,575</u>	<u>\$ 1,700,348</u>

## **4. OTHER CURRENT ASSETS**

	<u>2004</u>	<u>2003</u>
Inventories	\$ 112,054	\$ 122,169
Utility Deposits	525	525
	<u>\$ 112,579</u>	<u>\$ 122,694</u>

**5. LONG TERM ACCOUNTS RECEIVABLE**

	<u>2004</u>	<u>2003</u>
Due from the FMSS Society	149,506	175,077
Notes Receivable: Pension Buyback	0	4,271
Notes Receivable: Computer Purchase Plan	<u>13,529</u>	<u>11,805</u>
	<u>\$ 163,035</u>	<u>\$ 191,153</u>

The amount due from the Frank Maddock Student Services Society; relating to an agreement between the School Division and the Society, for the Society to reimburse certain construction expenditures incurred on the construction of a facility at the Frank Maddock High School. The School Division retains title to the facility. The amount owing is unsecured and non-interest bearing repayment is to be made on a monthly basis. Payments over the next 5 years are as follow:

2005	22,184
2006	22,184
2007	22,184
2008	22,184
2009	22,184
Thereafter	<u>38,586</u>
	<u>\$ 149,506</u>

**6. BANK INDEBTEDNESS**

The School Division has entered into a revolving line of credit agreement with Alberta Treasury Branches and is authorized to borrow up to \$ 750,000 at the bank's prime rate of interest less ¼ percent.

The School Division has entered into an agreement with US Bank for VISA credit services for purchasing cards. The agreement allows an average monthly utilization of \$ 66,000. The School Division has not utilized this service.

At year-end no amounts were outstanding.

**7. DEFERRED REVENUE**

Deferred revenue consists of the following unexpended grants, as qualifying expenditures are incurred these grants will be recognized as revenue:

	<u>2004</u>	<u>2003</u>
Infrastructure Maintenance Program (IMP) Grant	\$ -	\$ 488,262
Bell – Lease Payment	1,000	-
Block Modernization Funding	526,431	565,177
Alberta Initiative for School Improvement	188,802	219,479
Province of Alberta – One-Time Transportation Grant	-	53,200
Province of Alberta – One-Time Maintenance Grant	<u>-</u>	<u>354,913</u>
	<u>\$ 716,233</u>	<u>\$ 1,681,031</u>

The Infrastructure Maintenance Program Grant is the former Building Quality Restoration Program Grant.

The One Time Grant was issued by the Province of Alberta in the amount of \$1,593,015 in a previous year. These funds can only be used for expenditures approved by the Province.

Block Modernization Grants and accrued interest on these restricted capital funds were in excess of expenditures made. Expenditure of these funds is outlined in the School Division's Facility Master Plan.

Alberta Initiative for School Improvement Grants received, were in excess of expenditures made. Expenditure of these funds is outlined on a project basis, approved by the Board of Trustees and the Province of Alberta.

A One-Time Transportation Grant for additional costs of fuel and insurance was made to off-set expenditures in either 2002/2003 or 2003/2004 school year. These funds were utilized in the 2003/2004 school year.

A One-Time Maintenance Grant for additional costs of energy and insurance was made to off-set expenditures in either 2002/2003 (upon application to the Minister of Infrastructure) or 2003/2004 school year. These funds were utilized in the 2003/2004 school year.

**8. DEFERRED CAPITAL ALLOCATIONS**

The School Division was advanced funding by the Province of Alberta for the modernization or replacement of school facilities. These funds are to address issues arising from School Facility Audit performed by the Ministry of Infrastructure. The grant funding and related accumulated interest earned on advances are transferred to Unamortized Capital Allocations as expenses are incurred. The unexpended funding (or funding due) and related accumulated interest, allocated by the Province of Alberta is as follows:

	<u>2004</u>	<u>2003</u>
Will Sinclair High School	\$ 921,986	\$ 9,697,498
H.W. Pickup Jr. High School	100,144	-
	<u>\$ 1,022,133</u>	<u>\$ 9,697,498</u>

**9. TRUST ASSETS AND LIABILITIES**

These balances represent cash that is held in trust by the jurisdiction for following areas:

	<u>2004</u>	<u>2003</u>
Deferred salary plan	\$ 138,584	\$ 161,521
Scholarship funds	10,064	9,065
Other trust amounts	2,641	2,555
	<u>\$ 151,289</u>	<u>\$ 173,141</u>

**10. LONG TERM DEBT**

The debenture debt bears interest at rates varying between 7.25 % and 12 %, and mature at various times between 2004 and 2020. The debenture debt is fully supported by Alberta Finance. The current portion of long-term debt consists entirely of amounts payable by Alberta Finance on supported debt; therefore, the working capital (current assets minus current liabilities) is understated by this amount.

	<u>2004</u>	<u>2003</u>
Long Term Debt	\$ 6,215,107	\$ 7,001,392
Less: Current Portion	692,905	786,285
	<u>\$ 5,522,203</u>	<u>\$ 6,215,107</u>

Principal payments required in each of the next four fiscal years are as follows:

	<u>2004</u>
2005	692,905
2006	686,397
2007	660,733
2008	639,116
Thereafter	3,535,956
	<u>\$ 6,215,107</u>

**11. INVESTMENT IN CAPITAL ASSETS**

Investment in capital assets is comprised of the following:

	<u>2004</u>	<u>2003</u>
Net Capital Assets	\$ 53,473,259	\$ 45,923,370
Capital debt	( 6,215,107)	( 7,001,391)
Unamortized capital allocations	<u>( 38,610,691)</u>	<u>( 30,046,021)</u>
Investment in capital assets end of year	<u>\$ 8,647,461</u>	<u>\$ 8,875,958</u>

**12. CONTINGENCIES**

Contingent Assets

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

**13. COMMITMENTS**

School Construction Contracts

The jurisdiction is committed to construction contracts related to the replacement of Will Sinclair High School. The commitment for construction and architectural fees is approximately \$ 2,633,488 subject to the completion of construction. This commitment is fully funded by Alberta Infrastructure.

Purchase of Property for School

Under the terms of an agreement with the Town of Rocky Mountain House for the purchase of land for a replacement school, the jurisdiction is committed to pay an additional sum equal to 50% of the proceeds above \$ 800,000 from the disposition of the Will Sinclair High School property, to a maximum of \$ 150,000.

Student Transportation Contracts

The jurisdiction is committed to 35 student transportation contracts for the operation of school buses. These are term contracts with a 90 day notice of early termination clause. The maturity dates for these contracts are grouped as follows:

Contracts with End Date: August 31 of:	Number of Contracts
2005	9
2006	14
2007	11
2008	<u>1</u>
Total	<u><u>35</u></u>

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

During the year the School Division entered into transactions with related parties as follows:

The Wild Rose 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.

The Alberta Teachers' Retirement Fund pension plan payments are paid by the provincial government directly to the plan on behalf of the division. The amount of these payments has not been disclosed to the division.

**15. BUDGET AMOUNTS**

The budget was prepared by the School Division management with Board of Trustee approval. It is presented for information purposes only and has not been audited.

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

School Jurisdiction Code: \_\_\_\_\_ 1325

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	\$27,737,969	\$1,502,141	\$26,235,828						
(2) Support block	\$4,948,185				\$3,386,060			\$1,562,125	
(3) Instruction & support block reallocations	\$0	\$0	\$374,915		(\$363,300)			(\$6,477)	(\$5,138)
(4) Alberta Initiative for School Improvement (AISII)	\$668,117	\$0	\$668,117						
(5) Student Health Initiative (SHI)	\$78,414	\$0	\$0						\$78,414
(6) Supernet Access	\$60,420		\$60,420					\$0	
(7) Teacher Salary Enhancement (TSE)	\$1,162,000	\$0	\$1,162,000					\$0	\$0
(8) Regional P.D. Consortium (6 boards only)	\$0								\$0
(9) Regional Assessment Services (4 boards only)	\$0								\$0
(10) Other Alberta Learning revenues	\$460,501	\$0	\$460,501	\$0	\$0			\$0	\$0
<b>(11) Total Alberta Learning Revenue</b>	<b>\$35,115,606</b>	<b>\$1,502,141</b>	<b>\$28,961,781</b>	<b>\$0</b>	<b>\$3,022,760</b>			<b>\$1,555,648</b>	<b>\$73,276</b>
<b>Alberta Infrastructure</b>									
(12) Expensed IMP (BQRP) support & portable relocations	\$885,159			\$885,159					
(13) Operations & Maintenance support	\$3,652,708			\$3,652,708					
(14) Operations & Maintenance support (One-Time)	\$354,913			\$354,913					
<b>(15) Total Alberta Infrastructure Revenue</b>	<b>\$4,892,780</b>			<b>\$4,892,780</b>					
<b>(16) Alberta Finance</b>	<b>\$655,718</b>			<b>\$655,718</b>					<b>\$0</b>
(17) Other - Government of Alberta	\$51,860	\$0	\$30,160	\$21,299	\$0			\$400	\$0
(18) Federal Government and/or First Nations	\$38,484	\$0	\$38,484	\$0	\$0			\$0	\$0
(19) Other Alberta school authorities	\$21,253	\$0	\$20,453	\$0	\$0			\$500	\$300
(20) Out of province authorities	\$0	\$0	\$0	\$0	\$0			\$0	\$0
(21) Alberta municipalities	(\$2,089)	\$0	(\$2,089)	\$0	\$0			\$0	\$0
(22) Instruction resource fees	\$60,974	\$0	\$60,974						
(23) Transportation fees	\$0				\$0				
(24) Other sales and services	\$238,292	\$0	\$176,367	\$4,562	\$17,060			\$14,537	\$25,766
(25) Investment income	\$206,859	\$0	\$103,683	\$18,725	\$11,255			\$73,195	\$0
(26) Gifts and donations	\$99,840	\$0	\$99,750	\$0	\$0				\$90
(27) Rentals of facilities	\$21,889		\$7,236	\$4,025	\$0			\$6,628	\$4,000
(28) Net school generated funds	\$1,348,937	\$0	\$1,348,937	\$0	\$0			\$0	\$0
(29) Gains on disposal of capital assets	\$0		\$0	\$0	\$0			\$0	\$0
(30) Amortization of capital allocations	\$1,703,871		\$91,405	\$1,612,466	\$0				\$0
<b>(31) TOTAL REVENUES</b>	<b>\$44,454,271</b>	<b>\$1,502,141</b>	<b>\$30,937,141</b>	<b>\$7,209,575</b>	<b>\$3,051,075</b>			<b>\$1,650,908</b>	<b>\$103,431</b>
<b>EXPENSES</b>									
(32) Certificated salaries	\$19,536,576	\$665,988	\$18,567,931				\$224,614	\$224,614	\$78,042
(33) Certificated benefits	\$2,012,137	\$64,898	\$1,918,784				\$20,703	\$20,703	\$7,752
(34) Uncertificated salaries and wages	\$8,057,786	\$380,533	\$4,345,410	\$1,770,918	\$885,585	\$84,612	\$582,909	\$667,522	\$7,817
(35) Uncertificated benefits	\$1,580,823	\$58,182	\$901,956	\$379,460	\$106,385	\$17,230	\$116,819	\$134,049	\$791
<b>(36) SUB - TOTAL</b>	<b>\$31,187,322</b>	<b>\$1,169,602</b>	<b>\$25,734,081</b>	<b>\$2,150,378</b>	<b>\$991,970</b>	<b>\$101,842</b>	<b>\$945,046</b>	<b>\$1,046,888</b>	<b>\$94,402</b>
(37) Services, contracts & supplies	\$7,937,765	\$202,614	\$3,049,815	\$2,376,088	\$1,617,239	\$75,691	\$607,289	\$682,980	\$9,029
(38) Cost recoveries & transfers (must balance to zero)	(\$0)	\$0	\$57,035	(\$13,909)	(\$36,461)	\$0	(\$6,665)	(\$6,665)	\$0
<b>(39) Net school generated funds</b>	<b>\$1,348,939</b>	<b>\$0</b>	<b>\$1,348,937</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Capital and debt services</b>									
Amortization of capital assets									
(40) Supported	\$1,703,871	\$0	\$91,405	\$1,612,466	\$0		\$0	\$0	\$0
(41) Unsupported	\$1,140,611	\$1,863	\$759,896	\$11,317	\$314,776	\$0	\$52,760	\$52,760	\$0
<b>(42) Total Amortization</b>	<b>\$2,844,482</b>	<b>\$1,863</b>	<b>\$851,300</b>	<b>\$1,623,783</b>	<b>\$314,776</b>	<b>\$0</b>	<b>\$52,760</b>	<b>\$52,760</b>	<b>\$0</b>
Interest on capital debt									
(43) Supported	\$655,718	\$0	\$0	\$655,718	\$0		\$0	\$0	\$0
(44) Unsupported	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
(45) Other interest charges	\$893	\$0	\$757	\$0	\$0		\$135	\$135	\$0
(46) Losses on disposal of capital assets	\$5,400	\$0	\$5,400	\$0	\$0		\$0	\$0	\$0
<b>(47) TOTAL EXPENSES</b>	<b>\$43,980,518</b>	<b>\$1,374,079</b>	<b>\$31,047,326</b>	<b>\$6,792,058</b>	<b>\$2,887,524</b>	<b>\$177,533</b>	<b>\$1,598,565</b>	<b>\$1,776,098</b>	<b>\$103,431</b>
(48) Surplus(deficit) before unrestricted revenues used for capital purposes	\$473,753	\$128,062	(\$110,185)	\$417,517	\$163,551			(\$125,190)	\$0

**SCHEDULE B to the AFS  
INSTRUCTION Grades 1 to 12 Program 2003-2004 Expenses**

EXPENSES	INSTRUCTION (Grades 1 to 12)							
	All Student Instruction	School Admin. & Instruction Support	System Instruction Support	Mildly & Moderately Disabled and Gifted & Talented	Severely Disabled	Alberta Initiative for School Improvement	Student Health Initiative	Total Instruction (Grades 1 to 12)
Certificated salaries	\$14,220,511	\$1,864,296	\$259,213	\$993,125	\$852,039	\$378,748	\$0	\$18,567,931
Certificated benefits	\$1,489,227	\$181,016	\$24,862	\$103,177	\$89,387	\$31,115	\$0	\$1,918,784
Uncertificated salaries and wages	\$609,431	\$1,609,710	\$26,515	\$472,405	\$1,627,349	\$0	\$0	\$4,345,410
Uncertificated benefits	\$110,550	\$337,034	\$7,663	\$98,417	\$348,292	\$0	\$0	\$901,956
<b>SUB - TOTAL REMUNERATION</b>	\$16,429,719	\$3,992,056	\$318,252	\$1,667,124	\$2,917,067	\$409,863	\$0	\$25,734,081
Services, contracts & supplies	\$1,907,883	\$595,561	\$57,340	\$71,331	\$140,091	\$277,609	\$0	\$3,049,815
Cost recoveries & transfers	\$57,035	\$0	\$0	\$0	\$0	\$0	\$0	\$57,035
Net school generated funds	\$1,348,937							\$1,348,937
<b>Amortization of capital assets</b>								
Supported	\$91,405	\$0	\$0					\$91,405
Unsupported	\$759,896	\$0	\$0					\$759,896
<b>Total Amortization</b>	\$851,300	\$0	\$0					\$851,300
<b>Interest on capital debt</b>								
Supported	\$0	\$0						\$0
Unsupported	\$0	\$0						\$0
Other interest charges	\$757	\$0						\$757
Losses on disposal of capital assets	\$5,400	\$0						\$5,400
<b>TOTAL EXPENSES</b>	\$20,601,032	\$4,587,617	\$375,592	\$1,738,456	\$3,057,158	\$687,472	\$0	\$31,047,326
FTE Certificated				15.8	12.0			
FTE Uncertificated				21.7	76.5			

**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>	\$22,320,264	\$2,208,260	\$1,914,386	\$374,915	\$26,817,825	\$22,340,852	\$4,476,972
School Admin & Instruction Support Expenses						\$4,587,617	(\$4,587,617)
System Instruction Support Expenses						\$375,592	(\$375,592)
<b>Total Basic Instruction</b>	\$22,320,264	\$2,208,260	\$1,914,386	\$374,915	\$26,817,825	\$27,304,061	(\$486,236)
<b>Sub-Programs &amp; Initiatives</b>							
Severely Disabled	\$1,987,227	\$0	\$0		\$1,987,227	\$3,057,158	(\$1,069,931)
English as a Second Language	\$7,360				\$7,360	\$7,360	(\$0)
Enhanced Opportunities	\$0				\$0	\$0	\$0
First Nations, Metis, and Inuit Education	\$51,812		\$0		\$51,812	\$41,120	\$10,692
Institutional Programs	\$101,614				\$101,614	\$131,827	(\$30,214)
Sparsity & Distance	\$1,133,345				\$1,133,345		\$1,133,345
Growth & Density	\$60,007				\$60,007		\$60,007
Teacher Assistants Program	\$100,338				\$100,338	\$59,968	\$40,369
Early Literacy Initiative (K-2)	\$194,767				\$194,767	\$192,007	\$2,760
Learning Resources Credit & Resources for the Classroom	\$39,842	\$142,778	\$60,974		\$243,594	\$243,594	(\$0)
Technology Integration	\$217,536		\$0		\$217,536	\$0	\$217,536
French Language Program & Francisation (all jurisdictions)	\$0		\$0		\$0	\$0	\$0
Home Education	\$21,717		\$0		\$21,717	\$10,231	\$11,486
<b>Total Sub-Programs &amp; Initiatives</b>	\$3,915,564		\$60,974		\$4,119,316	\$3,743,265	\$376,051
<b>INSTRUCTION, GRADES 1-12</b>	\$26,235,828	\$2,351,038	\$1,975,360	\$374,915	\$30,937,141	\$31,047,326	(\$110,185)

**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)	\$27,520,433
Support Block - Transportation	\$3,386,060
<b>SUBTOTAL</b>	<b>\$30,906,493</b>
<b>Other Revenues</b>	
Alberta Infrastructure (Operations & Maintenance and Lease support)	\$3,652,708
Teacher Salary Enhancement	\$1,162,000
Other Alberta Learning revenues (Describe)	\$0
Other - Government of Alberta (Excluding Alberta Finance)	\$51,860
Federal government/First Nations	\$38,484
Other Alberta school authorities	\$21,253
Out of province local authorities	\$0
Alberta municipalities	-\$2,089
Other sales and services	\$238,292
Interest on investments	\$206,859
Rentals of facilities	\$21,889
Gains on disposal of capital assets	\$0
Amortization of capital allocations	\$1,703,871
<b>School generated funds (Schedule E)</b>	<b>\$1,694,225</b>
<b>BASE TOTAL FOR CALCULATING MAXIMUM EXPENSE LIMIT</b>	<b>\$39,695,843</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>4.52%</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)	\$1,794,252
<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>\$1,794,252</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	\$1,776,098
PLUS: transfers to Restricted - Operating (Board/System Administration)	\$0
LESS: transfers from Restricted - Operating (Board/System Administration)	-\$88,093
<b>TOTAL BOARD GOVERNANCE &amp; SYSTEM ADMINISTRATION EXPENSES</b>	<b>\$1,688,005</b>
Maximum Expense Limit for Board & System Administration (Step 3)	\$1,794,252
<b>ACTUAL EXPENSES - OVER(UNDER) MAXIMUM EXPENSE LIMIT</b>	<b>-\$106,247</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)		\$842,328
<b>Source of School Generated Funds:</b>		
Total School Generated Funds for the year (Note 2)	\$1,694,225	
Less: SGF - related cost recoveries (Note 3)	\$465,320	
- capitalized at the District level (Note 4)	\$0	
<b>Net Total</b>	<b>\$1,228,905</b>	
Plus: Donations Received (Note 5)	\$88,979	
<b>Equals: Net Additions to SGF</b>		<b>\$1,317,884</b>
<b>Net SGF Available for discretionary spending</b>		<b>\$2,160,212</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)		\$1,348,939
<b>Unexpended SGF - Closing Balance August 31, 2004</b>		<b>\$811,273</b>
<p><b>Note 1</b> Input "(Restated)" beside Balance at August 31, 2003 where not taken from the finalized 2002-2003 Audited Financial Statements.</p> <p><b>Note 2</b> Excludes fees collected pursuant to Section 60(2)(j) of the School Act (e.g. instruction materials and technology fees determined by board policy or resolution). Includes any SURPLUS amount of current year cafeteria operating revenues over related cafeteria operating expenses. This total SGF for the year is the amount used to calculate the Schedule D administrative cap.</p> <p><b>Note 3</b> These are the expenses (a) incurred in generating SGF (e.g. fundraising expenses, printing of tickets, payment to DJ at school dance; staffing and supplies for a dinner; raffle prizes; supplies for a car wash; book fair purchases; meals for lunch program), or (b) collected and purchases; meals for lunch program), or (b) collected and disbursed for the benefit of individual students (e.g. cost of field trips for student activities not leading to CEU's). Monies collected for CEU-related activities are not SGF, they are recorded as instruction resource fees. As only the current year's "surplus" amount of school cafeteria operating revenues over school cafeteria operating expenses is considered a source of total school generated funds for the year, cafeteria expenses/COGS are NOT included in SGF-related cost recoveries.</p> <p><b>Note 4</b> All capital items purchased with SGF should be purchased through the District office. As with related cost recoveries, they are not included in the net SGF amounts and should be subtracted out of gross SGF.</p> <p><b>Note 5</b> Donations are restricted to cash; gifts in kind are treated as board assets, not SGF. Amounts are net of related expenses.</p> <p><b>Note 6</b> Only SGF expended for discretionary purposes are recorded as revenue and expense; unexpended funds are carried forward on the balance sheet to the succeeding year. Any capital items purchased with SGF should be treated in a similar manner as a SGF-related cost recovery and subtracted out of gross SGF.</p>		

**SCHEDULE F to the AFS  
Operations and Maintenance Program 2003-2004 Expenses**

EXPENSES	Custodial	Maintenance	Utilities and Telecommunications	Expensed IMP & Portable Relocations	Facility Planning & Operations Administration	SUB-TOTAL Operations & Maintenance	Supported Capital & Debt Services	TOTAL Operations and Maintenance
Uncertificated salaries and wages	\$1,249,468	\$315,185	\$0	\$107,970	\$98,295	\$1,770,918		\$1,770,918
Uncertificated benefits	\$267,090	\$92,009	\$0	\$0	\$20,361	\$379,460		\$379,460
<b>Sub-total Remuneration</b>	\$1,516,558	\$407,194	\$0	\$107,970	\$118,656	\$2,150,378		\$2,150,378
Contracted Services	\$9,775	\$79,477	\$0	\$565,530	\$0	\$654,782		\$654,782
Supplies	\$23,480	\$206,626	\$0	\$217,710	\$0	\$447,817		\$447,817
Electricity			\$598,508			\$598,508		\$598,508
Natural Gas/Heating Fuel			\$443,576			\$443,576		\$443,576
Sewer and Water			\$105,138			\$105,138		\$105,138
Telecommunications			\$19,858			\$19,858		\$19,858
Insurance					\$106,410	\$106,410		\$106,410
Net school generated funds	\$0	\$0	\$0	\$0	\$0	\$0		\$0
Amortization of capital assets								
Supported							\$1,612,466	\$1,612,466
Unsupported						\$11,317		\$11,317
<b>Total Amortization</b>						\$11,317	\$1,612,466	\$1,623,783
Interest on capital debt								
Supported							\$655,718	\$655,718
Unsupported				\$0		\$0		\$0
Other interest charges						\$0		\$0
Losses on disposal of capital assets						\$0		\$0
Cost recoveries & transfers						(\$13,909)		(\$13,909)
<b>TOTAL EXPENSES</b>	\$1,549,814	\$693,297	\$1,167,080	\$891,210	\$225,066	\$4,523,874	\$2,268,184	\$6,792,058
<b>SQUARE METRES</b>								
School Buildings								706,260.7
Non School Buildings								47,010.0
<b>STAFF FTE'S</b> (Completion Optional for 2003/2004)								
Board Employed	0.0	0.0						
Contracted Services	0.0	0.0						

**Notes:**

- Custodial:** All expenses related to activities undertaken to keep the school environment clean and safe.
- Maintenance:** All expenses associated with the repair, replacement and minor construction of buildings, grounds and equipment components. This includes regular and preventative maintenance undertaken to ensure components reach or exceed their life cycle and the repair of broken components.
- Utilities & Telecommunications:** All expenses related to electricity, natural gas and other heating fuels, sewer and water, and all forms of telecommunications.
- Expensed IMP & Portable Relocations:** All expenses associated with non-capital activities related to Infrastructure Maintenance Program (IMP) and portable relocations.
- Facility Planning & Operations Maintenance:** All expenses related to the administration of operations and maintenance including (but not limited to) contract administration, clerical functions, negotiations, supervision of employees and contractors, administration of capital projects (including new schools, IMP (BQRP), and portable relocations), administration of joint-use agreements, and all expenses related to ensuring compliance with health and safety standards, codes and government regulations.
- Supported Capital & Debt Services:** All expenses related to supported capital assets amortization and interest on supported capital debt.



**SCHEDULE 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.