

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

**Grande Prairie Public School District # 2357**

Legal Name of School Jurisdiction

**10213 - 99 Street, Grande Prairie, Ab. T8V 2H3**

Mailing Address

**Phone (780) 532 - 4491**

**Fax (780) 539 - 4265**

Telephone and Fax Numbers

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

The financial statements and supporting schedules Grande Prairie Public School District # 2357

(Legal Name of School Jurisdiction)

presented to Alberta Learning have been prepared by school jurisdiction management which has responsibility for their preparation, integrity and objectivity. The financial statements and schedules, including notes, have been prepared in accordance with generally accepted accounting principles and Ministerial requirements for Alberta school jurisdictions.

In fulfilling its reporting responsibilities, management has maintained internal control systems and procedures designed to provide reasonable assurance that the school jurisdiction's assets are safeguarded, that transactions are executed in accordance with appropriate authorization and that accounting records may be relied upon to properly reflect the school jurisdiction's transactions. The effectiveness of the control systems is supported by the selection and training of qualified personnel, an organizational structure that provides an appropriate division of responsibility and a strong budgetary system of control.

**Board of Trustees Responsibility**

The ultimate responsibility for the financial statements lies with the Board of Trustees. The Board reviewed the financial statements with management in detail and the Board approved the financial statements for release.

**External Auditors**

The Board appoints external auditors to audit the financial statements and meets with the auditors to review their findings. The external auditors have full and free access to school jurisdiction records.

**Declaration of Management and Board Chairman**

To the best of our knowledge and belief, these financial statements and supporting schedules reflect, in all material respects, the financial position and results of operations and cash flows for the year in accordance with generally accepted accounting principles and Ministerial requirements for Alberta school jurisdictions.

<b>BOARD CHAIRMAN</b>	
<b>John Lehnars</b> Name	<b>"ORIGINAL SIGNED"</b> Signature
<b>SUPERINTENDENT</b>	
<b>Lorne G. Radbourne</b> Name	<b>"ORIGINAL SIGNED"</b> Signature
<b>SECRETARY TREASURER OR TREASURER</b>	
<b>Russell Horswill</b> Name	<b>"ORIGINAL SIGNED"</b> Signature

**30-Nov-04**  
Board-approved Release Date

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## AUDITORS' REPORT

To the Board of Trustees  
**Grande Prairie Public School District #2357**

We have audited the statement of financial position of the **Grande Prairie Public School District #2357** 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 audited financial statements are the responsibility of the School Jurisdiction's management. Our responsibility is to express an opinion on these audited 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 audited financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the audited financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall audited financial statement presentation.

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

Our audit was conducted for the purpose of forming an opinion on the basic audited 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 audited 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 audited financial statements taken as a whole.

Grande Prairie, Alberta  
November 5, 2004

Chartered Accountants

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

(in dollars)

	2004	2003
<b>ASSETS</b>		
Current assets		
Cash and temporary investments	\$16,196	\$16,257
Accounts receivable (net after allowances)	\$3,772,216	\$4,054,226
Prepaid expenses	\$759,172	\$882,756
Other current assets	\$228,236	\$180,115
<b>Total current assets</b>	<b>\$4,775,820</b>	<b>\$5,133,354</b>
School generated assets	\$396,946	\$396,458
Trust assets	\$607,701	\$272,647
Long term accounts receivable	\$0	\$0
Long term investments	\$0	\$0
Capital assets		
Land	\$431,253	\$431,253
Buildings	\$73,291,698	
Less: accumulated amortization	(\$33,062,793)	\$41,466,033
Equipment	\$1,418,491	
Less: accumulated amortization	(\$395,847)	\$1,094,600
Vehicles	\$389,394	
Less: accumulated amortization	(\$161,415)	\$227,979
<b>Total capital assets</b>	<b>\$41,910,781</b>	<b>\$43,074,549</b>
<b>TOTAL ASSETS</b>	<b>\$47,691,248</b>	<b>\$48,877,008</b>
<b>LIABILITIES</b>		
Current liabilities		
Bank indebtedness	\$554,593	\$539,856
Accounts payable and accrued liabilities	\$2,917,801	\$3,307,097
Deferred revenue	\$768,380	\$1,481,987
Deferred capital allocations	\$432,248	\$24,995
Current portion of all long term debt	\$1,451,696	\$1,451,696
<b>Total current liabilities</b>	<b>\$6,124,718</b>	<b>\$6,805,631</b>
School generated liabilities	\$396,946	\$396,458
Trust liabilities	\$607,701	\$272,647
Employee future benefits liability	\$0	\$0
Long term debt		
Supported: Debentures and other supported debt	\$11,722,475	\$13,152,171
Less: Current portion of supported debt	(\$1,429,696)	(\$1,429,696)
Unsupported: Debentures and Capital Loans	\$71,200	\$93,200
Capital Leases	\$0	\$0
Mortgages	\$0	\$0
Less: Current portion of unsupported debt	(\$22,000)	(\$22,000)
Unamortized capital allocations	\$28,278,676	\$27,861,391
<b>Total long term liabilities</b>	<b>\$39,625,302</b>	<b>\$40,324,171</b>
<b>TOTAL LIABILITIES</b>	<b>\$45,750,020</b>	<b>\$47,129,802</b>
<b>NET ASSETS</b>		
Unrestricted net assets	\$13,288	(\$310,090)
Operating Reserves	\$0	\$0
Accumulated Operating Surplus (Deficit)	\$13,288	(\$310,090)
Investment in capital assets	\$1,838,432	\$1,967,788
Capital Reserves	\$89,508	\$89,508
Total Capital Funds	\$1,927,940	\$2,057,296
<b>Total net assets</b>	<b>\$1,941,228</b>	<b>\$1,747,206</b>
<b>TOTAL LIABILITIES AND NET ASSETS</b>	<b>\$47,691,248</b>	<b>\$48,877,008</b>

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

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

(in dollars)

	Actual 2004	Budget 2004	Actual 2003
<b>REVENUES</b>			
Alberta Learning	\$34,741,405	\$33,578,208	\$33,274,677
Alberta Infrastructure	\$4,624,802	\$4,090,802	\$4,389,301
Alberta Finance	\$1,226,579	\$1,232,400	\$1,372,850
Other Government of Alberta	\$246,080	\$174,000	\$268,262
Federal Government and/or First Nations	\$179,005	\$0	\$209,400
Other Alberta school authorities	\$458,281	\$480,000	\$466,927
Out of province authorities	\$0	\$0	\$0
Alberta Municipalities	\$0	\$0	\$0
Instruction resource fees	\$372,551	\$258,835	\$376,338
Transportation fees	\$0	\$0	\$0
Other sales and services	\$403,035	\$160,000	\$446,508
Investment income	\$47,216	\$25,000	\$30,757
Gifts and donations	\$83,662	\$15,000	\$145,010
Rentals of facilities	\$41,044	\$50,000	\$83,624
Net school generated funds	\$701,361	\$775,000	\$493,107
Gains on disposal of capital assets	\$0	\$0	\$0
Amortization of capital allocations	\$2,069,003	\$2,072,525	\$2,072,534
<b>Total Revenues</b>	<b>\$45,194,024</b>	<b>\$42,911,770</b>	<b>\$43,629,295</b>
<b>EXPENSES</b>			
Certificated salaries	\$21,894,126	\$21,573,600	\$21,592,212
Certificated benefits	\$2,945,443	\$2,806,100	\$2,941,156
Uncertificated salaries and wages	\$6,436,709	\$6,242,500	\$6,409,545
Uncertificated benefits	\$1,675,856	\$1,669,500	\$1,654,175
Services, contracts and supplies	\$7,884,999	\$6,364,600	\$6,898,120
Net school generated funds	\$701,361	\$775,000	\$493,107
<b>Capital and debt services</b>			
Amortization of capital assets			
Supported	\$2,069,003	\$2,072,525	\$2,072,534
Unsupported	\$151,356	\$162,545	\$151,365
Total Amortization of capital assets	\$2,220,359	\$2,235,070	\$2,223,899
Interest on capital debt			
Supported	\$1,226,579	\$1,232,400	\$1,372,843
Unsupported	\$8,473	\$12,500	\$12,027
Total Interest on capital debt	\$1,235,052	\$1,244,900	\$1,384,870
Other interest charges	\$6,097	\$500	\$20,253
Losses on disposal of capital assets	\$0	\$0	\$0
<b>Total Expenses</b>	<b>\$45,000,002</b>	<b>\$42,911,770</b>	<b>\$43,617,337</b>
<b>SURPLUS (DEFICIT) OF REVENUES OVER EXPENSES BEFORE UNRESTRICTED REVENUES USED FOR CAPITAL PURPOSES AND EXTRAORDINARY ITEM</b>			
	\$194,022	\$0	\$11,958
Unrestricted revenues used for capital purposes	\$0	\$0	\$0
Extraordinary Item	\$0	\$0	\$0
<b>SURPLUS (DEFICIT) OF REVENUES OVER EXPENSES</b>	<b>\$194,022</b>	<b>\$0</b>	<b>\$11,958</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	\$194,022	\$11,958
Add (Deduct) items not requiring cash:		
Amortization of capital allocations revenue	(\$2,069,003)	(\$2,072,534)
Total amortization expense	\$2,220,359	\$2,223,899
Gains on disposal of capital assets	\$0	\$0
Losses on sale of capital assets	\$0	\$0
Changes in accrued accounts:		
Accounts receivable	\$282,010	(\$1,199,580)
Prepays and other current assets	\$75,463	\$236,852
Long term accounts receivable	\$0	\$0
Long term investments	\$0	\$0
Payables and accrued liabilities	(\$389,296)	\$304,508
Deferred revenue	(\$713,607)	(\$64,117)
Employee future benefits	\$0	\$0
Other (describe)	\$0	\$0
<b>Total sources (uses) of cash from Operations</b>	<b>(\$400,052)</b>	<b>(\$559,014)</b>
<b>B. INVESTING ACTIVITIES</b>		
Purchases of capital assets		
Land	\$0	\$0
Buildings	(\$818,878)	(\$2,682,602)
Equipment	(\$66,371)	(\$181,871)
Vehicles	(\$171,342)	\$0
Net proceeds from disposal of capital assets	\$0	\$0
Other (describe)	\$0	\$0
<b>Total sources (uses) of cash from Investing activities</b>	<b>(\$1,056,591)</b>	<b>(\$2,864,473)</b>
<b>C. FINANCING ACTIVITIES</b>		
Capital allocations received	\$1,463,845	\$2,375,302
Issue of long term debt	\$0	\$0
Repayment of long term debt	(\$1,451,696)	(\$1,451,696)
Add back: supported portion	\$1,429,696	\$1,429,696
Other (describe)	\$0	\$0
<b>Total sources (uses) from Financing activities</b>	<b>\$1,441,845</b>	<b>\$2,353,302</b>
<b>Net sources (uses) of cash equivalents* during year</b>	<b>(\$14,798)</b>	<b>(\$1,070,185)</b>
<b>Cash Equivalents at the beginning of the year</b>	<b>(\$523,599)</b>	<b>\$546,586</b>
<b>Cash Equivalents at the end of the year</b>	<b>(\$538,397)</b>	<b>(\$523,599)</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: 3240

	(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	(12)	(13)	(14)
	TOTAL NET ASSETS (Columns 2+3+4)	INVESTMENT IN CAPITAL ASSETS	UNRESTRICTED NET ASSETS	TOTAL RESTRICTED NET ASSETS (Columns 5 to 14)	RESTRICTED NET ASSETS									
					School Based		Infrastructure		Board & System Admin.		Transportation		External Services	
					Unsupported Operating Reserves	Unsupported Capital Reserves	Unsupported O & M Operating Reserves	Unsupported Capital Reserves	Unsupported Operating Reserves	Unsupported Capital Reserves	Unsupported Operating Reserves	Unsupported Capital Reserves	Unsupported Operating Reserves	Unsupported Capital Reserves
<b>Balance at August 31, 2003</b>	\$1,747,206	\$1,967,788	(\$310,090)	\$89,508	\$0	\$0	\$0	\$29,441	\$0	\$36,473	\$0	\$23,594	\$0	\$0
<u>Prior period adjustments (describe)</u>														
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Adjusted Balance, Aug.31, 2003</b>	\$1,747,206	\$1,967,788	(\$310,090)	\$89,508	\$0	\$0	\$0	\$29,441	\$0	\$36,473	\$0	\$23,594	\$0	\$0
Surplus(def) of revenue over expenses	\$194,022		\$194,022											
Board funded capital transactions		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Donations of non-amortizable assets	\$0	\$0												
Amortization of capital assets		(\$2,220,359)	\$2,220,359											
Amortization of capital allocations		\$2,069,003	(\$2,069,003)											
Disposal of unsupported capital assets	\$0	\$0	\$0	\$0		\$0		\$0		\$0		\$0		\$0
Disposal of supported capital assets-unsupported portion	\$0	\$0	\$0			\$0		\$0		\$0		\$0		\$0
Debt principal payments (unsupported)		\$22,000	(\$22,000)											
Net transfers to operating reserves			\$0	\$0	\$0		\$0		\$0		\$0		\$0	
Net transfers from operating reserves			\$0	\$0	\$0		\$0		\$0		\$0		\$0	
Net transfers to capital reserves			\$0	\$0		\$0		\$0		\$0		\$0		\$0
Net transfers from capital reserves			\$0	\$0		\$0		\$0		\$0		\$0		\$0
<b>Balance at August 31, 2004</b>	\$1,941,228	\$1,838,432	\$13,288	\$89,508	\$0	\$0	\$0	\$29,441	\$0	\$36,473	\$0	\$23,594	\$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>	\$24,995	\$27,861,391
<b>Add:</b>		
<b>Capital allocations from:</b> AB Infrastructure - New/Modernization Projects	\$1,251,918	
Other Government of Alberta	\$0	
Federal Government and/or First Nations	\$0	
Other sources	\$0	
<b>Interest earned on provincial government capital allocations</b>	\$0	
<b>Other capital grants and donations</b>	\$211,927	
<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>		\$1,429,696
<b>Expended capital allocations - current year</b>	(\$1,056,592)	\$1,056,592
<b>Less:</b>		
<b>Unamortized Capital Allocation affected by a disposal through transfer out</b>		\$0
<b>Capital allocations amortized to revenue</b>		\$2,069,003
<b>Balance at August 31, 2004</b>	\$432,248	\$28,278,676

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



**GRANDE PRAIRIE PUBLIC SCHOOL DISTRICT #2357**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**YEAR ENDED AUGUST 31, 2004**

1. AUTHORITY AND PURPOSE

The School Jurisdiction delivers education programs under the authority of the *School Act*, Revised Statutes of Alberta, 2000, Chapter 5-3.

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. SIGNIFICANT ACCOUNTING POLICIES

These audited financial statements are prepared in accordance with Canadian generally accepted accounting principles and accounting policies consistent with those prescribed by Alberta Learning for Alberta School Jurisdictions. The precise determination of many assets and liabilities is dependent on future events. As a result, the preparation of audited 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 audited 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 or receivable. Contributions-in-kind are recorded at fair market value when reasonably determinable.

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

**GRANDE PRAIRIE PUBLIC SCHOOL DISTRICT #2357**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**YEAR ENDED AUGUST 31, 2004**

2. SIGNIFICANT ACCOUNTING POLICIES – continued

Prepaid Expenses

Certain expenditures incurred and paid before the close of the school year are for specific school supplies, which will be consumed subsequent to the year-end and are, accordingly, recorded as prepaid expenses. In addition, certain insurance expenses fall into this category.

Capital Assets

Capital assets are recorded at cost. Rates of amortization applied on a straight-line basis to write off the cost of capital assets over their estimated useful lives are as follows:

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

No amortization is recorded in the year of acquisition.

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

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 assets.

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.).

Vacation Pay

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

**GRANDE PRAIRIE PUBLIC SCHOOL DISTRICT #2357**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**YEAR ENDED AUGUST 31, 2004**

2. SIGNIFICANT ACCOUNTING POLICIES – continued

Contributed Services

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

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 Grande Prairie Public School District #2357 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 \$321,208 (2003 – \$273,611) 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 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.

**GRANDE PRAIRIE PUBLIC SCHOOL DISTRICT #2357**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**YEAR ENDED AUGUST 31, 2004**

2. SIGNIFICANT ACCOUNTING POLICIES – continued

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 audited financial instruments. Unless otherwise noted, the fair values of these financial instruments approximate their carrying values. The Jurisdiction has invested surplus funds in accordance with Section 60 of the *School Act* and Section 5 of the *Trustees Act*.

Measurement Uncertainty

The preparation of the audited financial statements in conformity with Canadian generally accepted accounting principles requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the audited financial statements and the reported amounts of revenues and expenses during the reporting period. By their nature, these estimates are subject to measurement uncertainty and the effect on the audited financial statements of changes in such estimates in future periods could be significant.

3. BANK INDEBTEDNESS

The Jurisdiction has negotiated a line of credit in the amount of \$3,500,000 that bears interest at the bank prime rate minus 0.25%. This line of credit, which is secured by a borrowing bylaw and a security agreement, covers all revenue of the Jurisdiction. There was no balance outstanding on the line of credit at August 31, 2004.

**GRANDE PRAIRIE PUBLIC SCHOOL DISTRICT #2357**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**YEAR ENDED AUGUST 31, 2004**

4. DEFERRED REVENUE

	<u>2004</u>	<u>2003</u>
IMP Funding 2004 – 2005	\$ 95,975	\$ -
IMP Funding 2003 – 2004	-	417,049
IMP Funding 2002 – 2003	-	85,754
One Time Funding 2003 – 2004	-	166,258
Mod Block Funding	543,106	607,736
Resources for the Classroom 2003 – 2004	-	124,174
Other	<u>129,299</u>	<u>81,016</u>
	<u>\$ 768,380</u>	<u>\$ 1,481,987</u>

5. DEFERRED CAPITAL ALLOCATIONS

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

6. LONG-TERM DEBT

	<u>2004</u>	<u>2003</u>
(a) Debentures - supported	\$ 11,722,475	\$ 13,152,171
- unsupported	<u>71,200</u>	<u>93,200</u>
	11,793,675	13,245,371
Less current portion	<u>(1,451,696)</u>	<u>(1,451,696)</u>
	<u>\$ 10,341,979</u>	<u>\$ 11,793,675</u>

The debentures are issued from the Alberta Municipal Finance Corporation to finance construction of school buildings, bear interest at rates ranging from 6.375% to 12.0% per annum and mature in 2005 through 2020.

**GRANDE PRAIRIE PUBLIC SCHOOL DISTRICT #2357  
 NOTES TO THE FINANCIAL STATEMENTS  
 YEAR ENDED AUGUST 31, 2004**

6. LONG-TERM DEBT – continued

Debenture repayments required in each of the next five fiscal years to maturity are as follows:

	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2005	\$ 1,451,696	\$ 1,163,604	\$ 2,615,300
2006	1,392,897	1,012,620	2,405,517
2007	1,392,897	867,810	2,260,707
2008	1,376,097	723,052	2,099,149
2009	1,163,659	580,038	1,743,697
2010 to maturity	<u>5,016,429</u>	<u>1,896,376</u>	<u>6,912,805</u>
 Total	 <u>\$ 11,793,675</u>	 <u>\$ 6,243,500</u>	 <u>\$ 18,037,175</u>

(b) Capital leases – unsupported

Currently, there are no capital leases held by the Jurisdiction.

7. UNAMORTIZED CAPITAL ALLOCATIONS

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

8. COMMITMENTS

The Jurisdiction is committed to further capital expenditures for the Crystal Park School CTS Construction/Renovation Project of approximately \$2,000 and the Lions Learning Centre Project of approximately \$15,000. It is anticipated that those costs will be fully funded by the capital allocations from Alberta Infrastructure.

The Jurisdiction is committed to severance and/or retirement pay for senior administrative officers for a total maximum liability of \$250,000, of which a total of \$200,283 (2003 – \$205,777) has been accrued in these audited financial statements.

**GRANDE PRAIRIE PUBLIC SCHOOL DISTRICT #2357**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**YEAR ENDED AUGUST 31, 2004**

8. COMMITMENTS – continued

In addition, the Jurisdiction is committed to early retirement incentive pay for an estimated total liability of \$1,112,512 of which \$45,240 has been accrued in the audited financial statements. It is anticipated that these amounts will be funded on an annual basis through the normal budgeting process.

9. ECONOMIC DEPENDENCE ON RELATED THIRD PARTY

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

10. THE URBAN SCHOOLS INSURANCE CONSORTIUM

The Jurisdiction is a member of The Urban Schools Insurance Consortium (USIC) which facilitates the placement of property and liability insurance coverage for thirteen Jurisdictions throughout the province of Alberta. Premium rebates are received from the insurers favorable claims experience and accumulated by the consortium to self-insure a portion of the member's risk exposure. The Jurisdiction's share of the accumulated consortium funds as at August 31, 2004 was \$217,775 (2003 – \$166,053).

11. BUDGET AMOUNTS

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

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

School Jurisdiction Code: \_\_\_\_\_ 3240

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	\$28,314,019	\$1,849,065	\$26,464,954						
(2) Support block	\$2,424,863				\$938,903			\$1,485,960	
(3) Instruction & support block reallocations	\$0	(\$426,723)	\$426,723		\$0			\$0	\$0
(4) Alberta Initiative for School Improvement (AISi)	\$649,560	\$0	\$649,560						
(5) Student Health Initiative (SHI)	\$1,069,245	\$0	\$1,069,245						\$0
(6) Supernet Access	\$0		\$0					\$0	
(7) Teacher Salary Enhancement (TSE)	\$1,265,000	\$32,473	\$1,216,679					\$15,848	\$0
(8) Regional P.D. Consortium (6 boards only)	\$163,106								\$163,106
(9) Regional Assessment Services (4 boards only)	\$562,937								\$562,937
(10) Other Alberta Learning revenues	\$292,675	\$0	\$239,124	\$0	\$0			\$0	\$53,551
<b>(11) Total Alberta Learning Revenue</b>	<b>\$34,741,405</b>	<b>\$1,454,815</b>	<b>\$30,066,285</b>	<b>\$0</b>	<b>\$938,903</b>			<b>\$1,501,808</b>	<b>\$779,594</b>
<b>Alberta Infrastructure</b>									
(12) Expensed IMP (BQRP) support & portable relocations	\$679,651			\$679,651					
(13) Operations & Maintenance support	\$3,794,493			\$3,794,493					
(14) Operations & Maintenance support (One-Time)	\$150,658			\$150,658					
<b>(15) Total Alberta Infrastructure Revenue</b>	<b>\$4,624,802</b>			<b>\$4,624,802</b>					
<b>Alberta Finance</b>	<b>\$1,226,579</b>			<b>\$1,226,579</b>					<b>\$0</b>
(17) Other - Government of Alberta	\$246,080	\$0	\$6,790	\$8,484	\$0			\$0	\$230,806
(18) Federal Government and/or First Nations	\$179,005	\$0	\$16,496	\$0	\$0			\$0	\$162,509
(19) Other Alberta school authorities	\$458,281	\$0	\$165,462	\$0	\$0			\$0	\$292,819
(20) Out of province authorities	\$0	\$0	\$0	\$0	\$0			\$0	\$0
(21) Alberta municipalities	\$0	\$0	\$0	\$0	\$0			\$0	\$0
(22) Instruction resource fees	\$372,551	\$11,673	\$360,878						
(23) Transportation fees	\$0				\$0				
(24) Other sales and services	\$403,035	\$0	\$238,708	\$92,260	\$0			\$44,825	\$27,242
(25) Investment income	\$47,216	\$0	\$0	\$0	\$0			\$44,411	\$2,805
(26) Gifts and donations	\$83,662	\$0	\$83,662	\$0	\$0				\$0
(27) Rentals of facilities	\$41,044		\$0	\$41,044	\$0			\$0	\$0
(28) Net school generated funds	\$701,361	\$0	\$701,361	\$0	\$0			\$0	\$0
(29) Gains on disposal of capital assets	\$0		\$0	\$0	\$0			\$0	\$0
(30) Amortization of capital allocations	\$2,069,003		\$0	\$2,066,543	\$2,460				\$0
<b>(31) TOTAL REVENUES</b>	<b>\$45,194,024</b>	<b>\$1,466,488</b>	<b>\$31,639,642</b>	<b>\$8,059,712</b>	<b>\$941,363</b>			<b>\$1,591,044</b>	<b>\$1,495,775</b>
<b>EXPENSES</b>									
(32) Certificated salaries	\$21,894,126	\$557,885	\$20,902,448				\$272,269	\$272,269	\$161,524
(33) Certificated benefits	\$2,945,443	\$78,821	\$2,826,229				\$24,391	\$24,391	\$16,002
(34) Uncertificated salaries and wages	\$6,436,709	\$447,704	\$3,103,988	\$1,698,726	\$80,304	\$60,794	\$412,867	\$473,661	\$632,326
(35) Uncertificated benefits	\$1,675,856	\$133,036	\$812,021	\$413,448	\$16,929	\$17,131	\$136,960	\$154,091	\$146,331
<b>(36) SUB - TOTAL</b>	<b>\$32,952,134</b>	<b>\$1,217,446</b>	<b>\$27,644,686</b>	<b>\$2,112,174</b>	<b>\$97,233</b>	<b>\$77,925</b>	<b>\$846,487</b>	<b>\$924,412</b>	<b>\$956,183</b>
(37) Services, contracts & supplies	\$7,884,999	\$249,042	\$3,163,895	\$2,643,895	\$841,524	\$117,262	\$355,020	\$472,282	\$514,361
(38) Cost recoveries & transfers (must balance to zero)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
(39) Net school generated funds	\$701,361	\$0	\$701,361	\$0	\$0	\$0	\$0	\$0	\$0
<b>Capital and debt services</b>									
Amortization of capital assets									
(40) Supported	\$2,069,003	\$0	\$0	\$2,066,543	\$2,460		\$0	\$0	\$0
(41) Unsupported	\$151,356	\$0	\$0	\$119,736	\$12,002	\$0	\$19,618	\$19,618	\$0
(42) Total Amortization	\$2,220,359	\$0	\$0	\$2,186,279	\$14,462	\$0	\$19,618	\$19,618	\$0
Interest on capital debt									
(43) Supported	\$1,226,579	\$0	\$0	\$1,226,579	\$0		\$0	\$0	\$0
(44) Unsupported	\$8,473	\$0	\$0	\$8,473	\$0	\$0	\$0	\$0	\$0
(45) Other interest charges	\$6,097	\$0	\$0	\$0	\$0		\$6,097	\$6,097	\$0
(46) Losses on disposal of capital assets	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>(47) TOTAL EXPENSES</b>	<b>\$45,000,002</b>	<b>\$1,466,488</b>	<b>\$31,509,942</b>	<b>\$8,177,400</b>	<b>\$953,219</b>	<b>\$195,187</b>	<b>\$1,227,222</b>	<b>\$1,422,409</b>	<b>\$1,470,544</b>
(48) Surplus(deficit) before unrestricted revenues used for capital purposes	\$194,022	\$0	\$129,700	(\$117,688)	(\$11,856)			\$168,635	\$25,231



**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	\$16,847,521	\$2,131,366	\$0	\$798,541	\$618,462	\$506,558	\$0	\$20,902,448
Certificated benefits	\$2,263,779	\$253,758	\$0	\$100,255	\$76,657	\$131,780	\$0	\$2,826,229
Uncertificated salaries and wages	\$585,765	\$848,653	\$0	\$823,870	\$845,700	\$0	\$0	\$3,103,988
Uncertificated benefits	\$146,176	\$219,076	\$0	\$225,253	\$221,516	\$0	\$0	\$812,021
<b>SUB - TOTAL REMUNERATION</b>	\$19,843,241	\$3,452,853	\$0	\$1,947,919	\$1,762,335	\$638,338	\$0	\$27,644,686
Services, contracts & supplies	\$1,697,094	\$235,385	\$0	\$72,898	\$38,051	\$11,222	\$1,109,245	\$3,163,895
Cost recoveries & transfers	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Net school generated funds	\$701,361							\$701,361
Amortization of capital assets								
Supported	\$0	\$0	\$0					\$0
Unsupported	\$0	\$0	\$0					\$0
<b>Total Amortization</b>	\$0	\$0	\$0					\$0
Interest on capital debt								
Supported	\$0	\$0						\$0
Unsupported	\$0	\$0						\$0
Other interest charges	\$0	\$0						\$0
Losses on disposal of capital assets	\$0	\$0						\$0
<b>TOTAL EXPENSES</b>	\$22,241,696	\$3,688,238	\$0	\$2,020,817	\$1,800,386	\$649,560	\$1,109,245	\$31,509,942
FTE Certificated				12.0	9.3			
FTE Uncertificated				41.0	36.3			

**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>	\$22,550,625	\$2,976,694	\$1,212,479	\$426,723	\$27,166,521	\$24,039,863	\$3,126,658
School Admin & Instruction Support Expenses						\$3,688,238	(\$3,688,238)
System Instruction Support Expenses						\$0	\$0
<b>Total Basic Instruction</b>	\$22,550,625	\$2,976,694	\$1,212,479	\$426,723	\$27,166,521	\$27,728,101	(\$561,580)
<b>Sub-Programs &amp; Initiatives</b>							
Severely Disabled	\$1,797,203	\$0	\$0		\$1,797,203	\$1,800,386	(\$3,183)
English as a Second Language	\$50,784				\$50,784	\$29,116	\$21,668
Enhanced Opportunities	\$0				\$0	\$0	\$0
First Nations, Metis, and Inuit Education	\$0		\$0		\$0	\$0	\$0
Institutional Programs	\$311,516				\$311,516	\$367,456	(\$55,940)
Sparsity & Distance	\$983,836				\$983,836		\$983,836
Growth & Density	\$212,472				\$212,472		\$212,472
Teacher Assistants Program	\$104,543				\$104,543	\$187,243	(\$82,700)
Early Literacy Initiative (K-2)	\$174,272				\$174,272	\$257,016	(\$82,744)
Learning Resources Credit & Resources for the Classroom	\$53,984	\$197,914	\$360,878		\$612,776	\$912,294	(\$299,518)
Technology Integration	\$224,576		\$0		\$224,576	\$226,896	(\$2,320)
French Language Program & Francisation (all jurisdictions)	\$0		\$0		\$0	\$0	\$0
Home Education	\$1,143		\$0		\$1,143	\$1,434	(\$291)
<b>Total Sub-Programs &amp; Initiatives</b>	\$3,914,329		\$360,878		\$4,473,121	\$3,781,841	\$691,280
<b>INSTRUCTION, GRADES 1-12</b>	\$26,464,954	\$3,174,608	\$1,573,357	\$426,723	\$31,639,642	\$31,509,942	\$129,700

**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)	\$28,089,443
Support Block - Transportation	\$938,903
<b>SUBTOTAL</b>	<b>\$29,028,346</b>
<b>Other Revenues</b>	
Alberta Infrastructure (Operations & Maintenance and Lease support)	\$3,794,493
Teacher Salary Enhancement	\$1,265,000
Other Alberta Learning revenues (Describe) French Language	\$41,210
Other - Government of Alberta (Excluding Alberta Finance)	\$246,080
Federal government/First Nations	\$179,005
Other Alberta school authorities	\$458,281
Out of province local authorities	\$0
Alberta municipalities	\$0
Other sales and services	\$403,035
Interest on investments	\$47,216
Rentals of facilities	\$41,044
Gains on disposal of capital assets	\$0
Amortization of capital allocations	\$2,069,003
<b>School generated funds (Schedule E)</b>	<b>\$1,420,009</b>
<b>BASE TOTAL FOR CALCULATING MAXIMUM EXPENSE LIMIT</b>	<b>\$38,992,722</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>4.48%</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)	\$1,746,874
<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>\$1,746,874</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	\$1,422,409
PLUS: transfers to Restricted - Operating (Board/System Administration)	\$0
LESS: transfers from Restricted - Operating (Board/System Administration)	\$0
<b>TOTAL BOARD GOVERNANCE &amp; SYSTEM ADMINISTRATION EXPENSES</b>	<b>\$1,422,409</b>
Maximum Expense Limit for Board & System Administration (Step 3)	\$1,746,874
<b>ACTUAL EXPENSES - OVER(UNDER) MAXIMUM EXPENSE LIMIT</b>	<b>-\$324,465</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)	\$396,458
<b>Source of School Generated Funds:</b>	
Total School Generated Funds for the year (Note 2)	\$1,420,009
Less: SGF - related cost recoveries (Note 3)	\$718,160
- capitalized at the District level (Note 4)	\$0
<b>Net Total</b>	<b>\$701,849</b>
Plus: Donations Received (Note 5)	\$0
<b>Equals: Net Additions to SGF</b>	<b>\$701,849</b>
<b>Net SGF Available for discretionary spending</b>	<b>\$1,098,307</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)	\$701,361
<b>Unexpended SGF - Closing Balance August 31, 2004</b>	<b>\$396,946</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	\$1,008,483	\$608,338	\$0	\$0	\$81,905	\$1,698,726		\$1,698,726
Uncertificated benefits	\$240,796	\$152,717	\$0	\$0	\$19,935	\$413,448		\$413,448
<b>Sub-total Remuneration</b>	\$1,249,279	\$761,055	\$0	\$0	\$101,840	\$2,112,174		\$2,112,174
Contracted Services	\$55,814	\$205,727	\$0	\$526,738	\$0	\$788,279		\$788,279
Supplies	\$113,542	\$273,230	\$0	\$152,913	\$11,385	\$551,070		\$551,070
Electricity			\$666,089			\$666,089		\$666,089
Natural Gas/Heating Fuel			\$437,796			\$437,796		\$437,796
Sewer and Water			\$73,749			\$73,749		\$73,749
Telecommunications			\$15,243			\$15,243		\$15,243
Insurance					\$111,669	\$111,669		\$111,669
Net school generated funds	\$0	\$0	\$0	\$0	\$0	\$0		\$0
Amortization of capital assets								
Supported							\$2,066,543	\$2,066,543
Unsupported						\$119,736		\$119,736
<b>Total Amortization</b>						\$119,736	\$2,066,543	\$2,186,279
Interest on capital debt								
Supported							\$1,226,579	\$1,226,579
Unsupported				\$0		\$8,473		\$8,473
Other interest charges						\$0		\$0
Losses on disposal of capital assets						\$0		\$0
Cost recoveries & transfers						\$0		\$0
<b>TOTAL EXPENSES</b>	\$1,418,635	\$1,240,012	\$1,192,877	\$679,651	\$224,894	\$4,884,278	\$3,293,122	\$8,177,400
<b>SQUARE METRES</b>								
School Buildings								64,579.8
Non School Buildings								2,452.6
<b>STAFF FTE'S</b> (Completion Optional for 2003/2004)								
Board Employed	26.0	14.5						
Contracted Services	0.0	0.0						

**Notes:**

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

**SCHEDULE G to the AFS  
DISCLOSURE OF SALARIES AND BENEFITS - 2003-2004  
(SECTION 148.1 OF THE SCHOOL ACT)**

	FTE's	Remuneration	Benefits	Allowances	Performance Bonuses	ERIP's / Other	Total	Expenses
<b>Chairperson:</b>								
Name Blackburn, Clyde	1.0	\$13,041	\$3,365	\$0			\$16,406	\$5,751
Name	0.0	\$0	\$0	\$0			\$0	\$0
<b>Other Board Members:</b>								
Name Chomyc, Ken	1.0	\$10,355	\$4,385	\$0			\$14,740	\$849
Name Kurylo, Paulette	1.0	\$12,245	\$1,573	\$0			\$13,818	\$3,381
Name Lakusta, Doreen	1.0	\$12,583	\$3,442	\$0			\$16,025	\$3,941
Name Lehnners, John	1.0	\$12,570	\$4,366	\$0			\$16,936	\$3,605
Name	0.0	\$0	\$0	\$0			\$0	\$0
Name	0.0	\$0	\$0	\$0			\$0	\$0
Name	0.0	\$0	\$0	\$0			\$0	\$0
Name	0.0	\$0	\$0	\$0			\$0	\$0
Name	0.0	\$0	\$0	\$0			\$0	\$0
Name	0.0	\$0	\$0	\$0			\$0	\$0
Name	0.0	\$0	\$0	\$0			\$0	\$0
Name	0.0	\$0	\$0	\$0			\$0	\$0
Name	0.0	\$0	\$0	\$0			\$0	\$0
Name	0.0	\$0	\$0	\$0			\$0	\$0
Name	0.0	\$0	\$0	\$0			\$0	\$0
Name	0.0	\$0	\$0	\$0			\$0	\$0
Name	0.0	\$0	\$0	\$0			\$0	\$0
Name	0.0	\$0	\$0	\$0			\$0	\$0
Name	0.0	\$0	\$0	\$0			\$0	\$0
Name	0.0	\$0	\$0	\$0			\$0	\$0
Name	0.0	\$0	\$0	\$0			\$0	\$0
Name	0.0	\$0	\$0	\$0			\$0	\$0
<b>Subtotal</b>	<b>5.0</b>	<b>\$60,794</b>	<b>\$17,131</b>	<b>\$0</b>			<b>\$77,925</b>	<b>\$17,527</b>
Superintendent Radbourne, Lorne	0.0	\$117,427	\$9,803	\$0	\$0	\$0	\$127,230	\$3,666
Superintendent	0.0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Secretary/Treasurer Leech, Robert	0.9	\$96,613	\$16,016	\$0	\$0	\$0	\$112,629	\$6,333
Secretary/Treasurer Horswill, Russell	0.1	\$8,750	\$1,909	\$0	\$0	\$0	\$10,659	\$0
Board Secretary	0.0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Board Secretary	0.0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Board Treasurer	0.0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Board Treasurer	0.0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Certificated Salaries	308.3	\$21,384,713	\$2,803,736	\$0	\$0	\$523,890	\$24,712,339	
Uncertificated Salaries & Wages	201.6	\$6,270,552	\$1,640,800	\$0	\$0	\$0	\$7,911,352	
<b>TOTALS</b>		<b>\$27,938,849</b>	<b>\$4,489,395</b>	<b>\$0</b>	<b>\$0</b>	<b>\$523,890</b>	<b>\$32,952,134</b>	

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

Please explain below (on rows 49-51) where FTE is not equal to 1, on positions contracted out or shared, and for any reporting under ERIP's/Other (i.e retiring allowance, vacation payout, partial year payment for 2nd individual).  
No FTE's included for ERIP's/Other

**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.