

**AUDITED
FINANCIAL STATEMENTS
and Supporting Schedules
FOR THE YEAR ENDED AUGUST 31, 2005**
[School Act, Sections 147(2)(a), 148, 151(1) and 276]

High Prairie School Division #48

Legal Name of School Jurisdiction

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SCHOOL JURISDICTION MANAGEMENT'S RESPONSIBILITY FOR FINANCIAL REPORTING

The financial statements and supporting schedules High Prairie School Division #48

(Name of School Jurisdiction)

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

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

Board of Trustees Responsibility

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

External Auditors

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

Declaration of Management and Board Chairman

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

BOARD CHAIRMAN	
Mrs. Joyce Dvornek	"Original Signed"
Name	Signature

SUPERINTENDENT	
Mr. Kenneth Riegel	"Original Signed"
Name	Signature

SECRETARY TREASURER OR TREASURER	
Mr. Paul Burrows	"Original Signed"
Name	Signature

16-Nov-05

Board-approved Release Date

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Auditors' Report

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

We have audited the statement of financial position of High Prairie School Division No. 48 as at August 31, 2005 and the statements of revenues and expenses, cash flow, capital allocations and changes in net assets for the year then ended. These financial statements are the responsibility of the School Division's management. Our responsibility is to express an opinion on these financial statements based on our audit.

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

In our opinion, these financial statements present fairly, in all material respects, the financial position of the School Division as at August 31, 2005 and the results of its operations, capital allocations, cash flow and changes in net assets for the year then ended in accordance with Canadian generally accepted accounting principles.

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

Peace River, Alberta
October 27, 2005

“Original Signed”
Chartered Accountants

STATEMENT OF FINANCIAL POSITION
as at August 31, 2005

(in dollars)

		2005	2004
ASSETS			
Current assets			
Cash and temporary investments		\$8,250,427	\$7,539,789
Accounts receivable (net after allowances)		\$1,086,246	\$1,051,072
Prepaid expenses		\$322,291	\$261,665
Other current assets		\$0	\$0
Total current assets		\$9,658,964	\$8,852,526
School generated assets		\$535,430	\$532,265
Trust assets		\$466,820	\$375,758
Long term accounts receivable		\$0	\$0
Long term investments		\$0	\$0
Capital assets			
Land		\$0	\$0
Buildings	\$35,980,016		
Less: accumulated amortization	(\$15,157,658)	\$20,822,358	\$21,325,475
Equipment	\$0		
Less: accumulated amortization	\$0	\$0	\$0
Vehicles	\$6,405,290		
Less: accumulated amortization	(\$3,446,960)	\$2,958,330	\$2,859,446
Total capital assets		\$23,780,688	\$24,184,921
TOTAL ASSETS		\$34,441,902	\$33,945,470
LIABILITIES			
Current liabilities			
Bank indebtedness		\$0	\$0
Accounts payable and accrued liabilities		\$1,337,796	\$1,703,497
Deferred revenue		\$389,393	\$120,147
Deferred capital allocations		\$251,410	\$67,285
Current portion of all long term debt		\$501,628	\$514,201
Total current liabilities		\$2,480,227	\$2,405,130
School generated liabilities		\$535,430	\$532,265
Trust liabilities		\$466,820	\$375,758
Employee future benefits liability		\$0	\$0
Long term payables and accrued liabilities		\$0	\$0
Long term debt			
Supported: Debentures and other supported debt		\$1,830,593	\$2,310,701
Less: Current portion of supported debt		(\$464,164)	(\$480,108)
Unsupported: Debentures and Capital Loans		\$6,000	\$12,000
Capital Leases		\$0	\$0
Mortgages		\$38,420	\$66,514
Less: Current portion of unsupported debt		(\$37,465)	(\$34,093)
Unamortized capital allocations		\$18,406,137	\$18,411,687
Total long term liabilities		\$20,781,771	\$21,194,724
TOTAL LIABILITIES		\$23,261,998	\$23,599,854
NET ASSETS			
Unrestricted net assets		\$0	\$0
Operating Reserves		\$5,083,256	\$4,558,550
Accumulated Operating Surplus (Deficit)		\$5,083,256	\$4,558,550
Investment in capital assets		\$3,499,536	\$3,396,961
Capital Reserves		\$2,597,112	\$2,390,105
Total Capital Funds		\$6,096,648	\$5,787,066
Total net assets		\$11,179,904	\$10,345,616
TOTAL LIABILITIES AND NET ASSETS		\$34,441,902	\$33,945,470

Note: Input "(Restated)" in 2004 column heading where comparatives are not taken from the finalized 2003-2004 Audited Financial Statements.

STATEMENT OF REVENUES AND EXPENSES

for the Year Ended August 31, 2005

(in dollars)

	Actual 2005	Budget 2005	Actual 2004
REVENUES			
Government of Alberta	\$29,877,798	\$29,303,527	\$28,432,311
Federal Government and/or First Nations	\$2,112,145	\$2,149,562	\$2,051,854
Other Alberta school authorities	\$238,881	\$0	\$262,385
Out of province authorities	\$0	\$0	\$0
Alberta Municipalities (excluding supplementary requisitions)	\$1,193	\$1,412	\$1,665
Instruction resource fees	\$218,244	\$182,700	\$241,454
Transportation fees	\$153,524	\$196,865	\$155,655
Other sales and services	\$253,417	\$33,060	\$208,761
Investment income	\$215,729	\$96,000	\$151,507
Gifts and donations	\$0	\$0	\$0
Rentals of facilities	\$30,217	\$27,238	\$34,203
Net school generated funds	\$216,087	\$260,000	\$278,024
Gains on disposal of capital assets	\$12,259	\$0	\$12,697
Amortization of capital allocations	\$919,814	\$1,010,288	\$594,618
Total Revenues	\$34,249,309	\$33,260,652	\$32,425,134
EXPENSES			
Certificated salaries	\$15,182,338	\$14,206,467	\$14,238,085
Certificated benefits	\$1,730,794	\$1,864,840	\$1,597,084
Uncertificated salaries and wages	\$6,377,857	\$5,553,833	\$6,039,354
Uncertificated benefits	\$1,347,586	\$1,229,233	\$1,258,308
Services, contracts and supplies	\$6,805,575	\$8,254,857	\$6,714,676
Net school generated funds	\$216,087	\$260,000	\$278,024
Capital and debt services			
Amortization of capital assets			
Supported	\$919,814	\$1,010,288	\$594,618
Unsupported	\$591,669	\$603,565	\$619,204
Total Amortization of capital assets	\$1,511,483	\$1,613,853	\$1,213,822
Interest on capital debt			
Supported	\$232,250	\$268,147	\$291,051
Unsupported	\$7,429	\$9,422	\$11,348
Total Interest on capital debt	\$239,679	\$277,569	\$302,399
Other interest charges	\$0	\$0	\$0
Losses on disposal of capital assets	\$3,623	\$0	\$0
Total Expenses	\$33,415,021	\$33,260,652	\$31,641,752
SURPLUS (DEFICIT) OF REVENUES OVER EXPENSES BEFORE EXTRAORDINARY ITEM			
	\$834,288	\$0	\$783,382
Extraordinary Item	\$0	\$0	\$0
SURPLUS (DEFICIT) OF REVENUES OVER EXPENSES	\$834,288	\$0	\$783,382

Note: Input "(Restated)" in Budget 2005 and/or Actuals 2004 column headings where comparatives are not taken from the respective finalized 2004-2005 Budget Report and/or finalized 2003-2004 Audited Financial Statements.

STATEMENT OF CASH FLOWS
for the Year Ended August 31, 2005

(in dollars)

	2005	2004
CASH FLOWS FROM:		
A. OPERATIONS		
Surplus (deficit) of revenues over expenses for the year	\$834,288	\$783,382
Add (Deduct) items not requiring cash:		
Amortization of capital allocations revenue	(\$919,814)	(\$594,618)
Total amortization expense	\$1,511,483	\$1,213,822
Gains on disposal of capital assets	(\$12,259)	(\$12,697)
Losses on sale of capital assets	\$3,623	\$0
Changes in accrued accounts:		
Accounts receivable	(\$35,174)	\$865,745
Prepays and other current assets	(\$60,626)	\$34,346
Long term accounts receivable	\$0	\$0
Long term investments	\$0	\$0
Payables and accrued liabilities	(\$365,701)	\$291,820
Deferred revenue	\$269,246	(\$707,547)
Employee future benefit expense (recovery)	\$0	\$0
Other (describe)	\$0	\$0
Total sources (uses) of cash from Operations	\$1,225,065	\$1,874,253
B. INVESTING ACTIVITIES		
Purchases of capital assets		
Land	\$0	\$0
Buildings	(\$447,100)	(\$295,632)
Equipment	\$0	\$0
Vehicles	(\$706,456)	(\$43,355)
Net proceeds from disposal of capital assets	\$54,942	\$63,418
Other (describe)	\$0	\$0
Total sources (uses) of cash from Investing activities	(\$1,098,614)	(\$275,569)
C. FINANCING ACTIVITIES		
Capital allocations	\$631,225	\$316,181
Issue of long term debt	\$0	\$0
Repayment of long term debt	(\$514,202)	(\$587,099)
Add back: supported portion	\$467,164	\$523,204
Other (describe)	\$0	\$0
Total sources (uses) of cash from Financing activities	\$584,187	\$252,286
Net sources (uses) of cash during year	\$710,638	\$1,850,970
Cash and temporary investments, net of bank indebtedness, at Aug. 31/04	\$7,539,789	\$5,688,819
Cash and temporary investments, net of bank indebtedness, at Aug. 31/05	\$8,250,427	\$7,539,789

Note: 1 Input "(Restated)" in 2004 column heading where not taken from the finalized 2003-2004 Audited Financial Statements.
2 Cash and temporary investments are net of cash obligations.

**STATEMENT OF CHANGES IN NET ASSETS
for the Year Ended August 31, 2005**

School Jurisdiction 1220

(in dollars)

	(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	(12)	(13)	(14)
	TOTAL NET ASSETS Cols. 2+3+4	INVESTMENT IN CAPITAL ASSETS	UNRESTRICTED NET ASSETS	TOTAL INTERNALLY RESTRICTED NET ASSETS Cols. 5 to 14	INTERNALLY RESTRICTED NET ASSETS									
					School Based		Infrastructure		Board & System Admin.		Transportation		External Services	
					Operating Reserves	Capital Reserves	O & M Operating Reserves	Capital Reserves	Operating Reserves	Capital Reserves	Operating Reserves	Capital Reserves	Operating Reserves	Capital Reserves
Balance at August 31, 2004	\$10,345,616	\$3,396,961	\$0	\$6,948,655	\$3,572,164	\$42,252	\$361,764	\$477,803	\$502,928	\$123,462	\$121,694	\$1,746,588	\$0	\$0
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
Adjusted Balance, Aug. 31, 2004	\$10,345,616	\$3,396,961	\$0	\$6,948,655	\$3,572,164	\$42,252	\$361,764	\$477,803	\$502,928	\$123,462	\$121,694	\$1,746,588	\$0	\$0
Surplus(def) of revenue over expenses	\$834,288		\$834,288											
Board funded capital transactions		\$706,456	\$0	(\$706,456)	\$0	(\$51,737)	\$0	(\$89,928)	\$0	\$0	\$0	(\$564,791)	\$0	\$0
Direct credits to net assets	\$0	\$0												
Amortization of capital assets		(\$1,511,483)	\$1,511,483											
Amortization of capital allocations		\$919,814	(\$919,814)											
Disposal of unsupported capital assets	\$0	(\$46,306)	(\$8,636)	\$54,942		\$0		\$44,442		\$0		\$10,500		\$0
Disposal of supported capital assets (board funded portion)	\$0	\$0	\$0	\$0		\$0		\$0		\$0		\$0		\$0
Debt principal payments (unsupported)		\$34,093	(\$34,093)											
Net transfers to operating reserves			(\$524,706)	\$524,706	\$380,680		\$25,553		\$104,061		\$14,412		\$0	
Net transfers from operating reserves			\$0	\$0	\$0		\$0		\$0		\$0		\$0	
Net transfers to capital reserves			(\$858,521)	\$858,521		\$24,219		\$168,431		\$6,584		\$659,287		\$0
Net transfers from capital reserves			\$0	\$0		\$0		\$0		\$0		\$0		\$0
Balance at August 31, 2005	\$11,179,904	\$3,499,536	\$0	\$7,680,368	\$3,952,844	\$14,734	\$387,317	\$600,749	\$606,989	\$130,046	\$136,106	\$1,851,584	\$0	\$0

**STATEMENT OF CAPITAL ALLOCATIONS
(SUPPORTED CAPITAL FINANCING ONLY)
for the Year Ended August 31, 2005
(in dollars)**

	Deferred Capital Allocations	Unamortized Capital Allocations
Balance at August 31, 20	\$67,285	\$18,411,687
Prior period adjustment	\$0	\$0
Adjusted balance, August 31, 2004	\$67,285	\$18,411,687
Add:		
Capital allocations from: Infrastructure and Transportation-New/Modernization Projects	\$631,225	
Other Government of Alberta	\$0	
Federal Government and/or First Nations	\$0	
Other sources	\$0	
Interest earned on provincial government capital allocations	\$0	
Other capital grants and donations	\$0	
Proceeds on disposal of supported capital assets	\$0	
Insurance proceeds	\$0	
Donated capital assets (amortizable, at Fair Market Value)		\$0
Transferred in capital assets (amortizable, at Net Book Value)		\$0
Current Year Debenture Principal Repayment		\$467,164
Expended capital allocations - current year	(\$447,100)	\$447,100
Less:		
Unamortized Capital Allocation affected by a disposal through transfer out		
Capital allocations amortized to revenue		\$919,814
Balance at August 31, 2005	\$251,410	\$18,406,137

HIGH PRAIRIE SCHOOL DIVISION NO. 48

Notes to the Financial Statements

Year ended August 31, 2005

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 instruction and support allocations under Regulation 77/2003. The regulation allows for the setting of conditions and use of grant monies. The School Jurisdiction is limited on certain funding allocations and administration expenses.

2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

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

Revenue recognition

Revenue is recognized as follows:

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

Inventories

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

Vacation pay

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

HIGH PRAIRIE SCHOOL DIVISION NO. 48

Notes to the Financial Statements

Year ended August 31, 2005

2. ACCOUNTING POLICIES (continued)

Prepaid Expenses

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

School generated funds

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

Capital assets

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

Buildings	2.5% to 4%
Vehicles & Buses	10% to 20%
Equipment & Furnishings	10% to 20%

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

Pensions

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

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

The school board participates in the multi-employer pension plan, Local Authorities Pension Plan. The expense for this pension plan is equivalent to the annual contributions of \$147,620 (2004 - \$122,906) for the Year ended August 31, 2005. At December 31, 2004, the Local Authorities Pension Plan reported an actuarial deficiency of \$1,288,924,000 (2003 deficiency of \$1,453,487,000).

Employee future benefits

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

HIGH PRAIRIE SCHOOL DIVISION NO. 48
Notes to the Financial Statements
Year ended August 31, 2005

2. ACCOUNTING POLICIES (continued)

Net investment in capital assets

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

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

Operating and capital reserves

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

Financial instruments

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

Statement of cash flow

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

3. ACCOUNTS RECEIVABLE

	<u>2005</u>	<u>2004</u>
Provincial government	\$ 904,040	\$ 907,977
Federal government	\$ 107,396	\$ 68,415
Other	\$ 74,810	\$ 74,680
	<u>\$ 1,086,246</u>	<u>\$1,051,072</u>

4. SUPPORTED DEBENTURES RECEIVABLE

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

HIGH PRAIRIE SCHOOL DIVISION NO. 48
Notes to the Financial Statements
Year ended August 31, 2005

5. CAPITAL ASSETS

	2005			2004
	Cost	Accumulated Depreciation	Net Book Value	Net Book Value
Buildings	\$ 33,240,513	\$ 15,157,658	\$ 18,082,855	\$ 19,033,072
Vehicles	6,405,290	3,446,960	2,958,330	2,859,446
Construction in Progress	2,739,503	-	2,739,503	2,292,403
	<u>\$ 42,385,306</u>	<u>\$ 18,604,618</u>	<u>\$ 23,780,688</u>	<u>\$ 24,184,921</u>

6. DEFERRED REVENUE

	2005	2004
Class Size Initiative	74,616	-
Building Quality Restoration Program (BQRP)	87,718	-
AISI	74,058	82,096
High Speed Network	60,000	-
Textbook - Classroom Resources	75,000	-
Other	18,001	38,051
	<u>\$ 389,393</u>	<u>\$ 120,147</u>

7. LONG-TERM DEBT

	2005	2004
Debentures	\$ 1,836,593	\$ 2,322,701
Mortgage	38,420	66,514
Due within one year	<u>(501,629)</u>	<u>(514,202)</u>
	<u>\$ 1,373,384</u>	<u>\$ 1,875,013</u>

Debentures mature at various dates through November 15, 2013, bearing rates of interest from 6.875 percent to 12 percent. All debentures are supported as to principal and interest except for two debentures totalling \$6,000 (2004 - \$12,000).

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

HIGH PRAIRIE SCHOOL DIVISION NO. 48**Notes to the Financial Statements****Year ended August 31, 2005****7. LONG-TERM DEBT (CONTINUED)**

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

	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2006	501,628	217,573	719,201
2007	471,123	158,675	629,798
2008	403,686	103,438	507,124
2009	246,067	56,294	302,361
2010	140,549	28,064	168,613
Thereafter	<u>111,960</u>	<u>14,316</u>	<u>126,276</u>
	<u>\$ 1,875,013</u>	<u>\$ 578,360</u>	<u>\$ 2,453,373</u>

8. COMMITMENTS

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

2006	\$ 110,998
2007	110,998
2008	110,998
2009	110,998
2010	110,998

9. RESERVES

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

	<u>Balance Beginning of Year</u>	<u>Appropriated During the Year</u>	<u>Utilized During the Year</u>	<u>Balance End of Year</u>
Operating	\$ 4,558,550	\$ 1,025,057	\$ (500,351)	\$ 5,083,256
Capital				
Land	\$ 34,752	\$ -	\$ -	\$ 34,752
Buildings	279,158	30,403	-	309,561
Equipment	70,925	-	(34,884)	36,041
Vehicles	<u>2,005,270</u>	<u>211,489</u>	<u>-</u>	<u>2,216,758</u>
	<u>\$ 2,390,105</u>	<u>\$ 241,892</u>	<u>\$ (34,884)</u>	<u>\$ 2,597,112</u>
	<u>\$ 6,948,655</u>	<u>\$ 1,266,949</u>	<u>\$ (535,235)</u>	<u>\$ 7,680,368</u>

HIGH PRAIRIE SCHOOL DIVISION NO. 48

Notes to the Financial Statements

Year ended August 31, 2005

9. RESERVES (CONTINUED)

The operating reserve balance is comprised of the following:

Specific school surplus (deficit)		
C. J. Schurter	\$ 241,501	\$ 161,772
Prairie River	134,824	235,608
Kinuso	335,059	295,866
Roland Michener	(13,111)	177,355
Lakeside	671,512	626,005
E. W. Pratt	92,040	107,972
H. P. Elementary	86,229	185,063
Joussard	135,288	135,531
Routhier	27,129	49,801
E. G. Wahlstrom	97,745	69,803
Joint fund	40,762	34,466
Prairie View Outreach	31,804	7,550
G. P. Vanier	159,689	186,369
	<u>2,040,471</u>	<u>2,273,161</u>
Administration	606,989	502,928
Maintenance	387,317	361,764
Transportation	136,106	121,694
General instruction	1,912,373	1,299,003
	<u>\$ 5,083,256</u>	<u>\$ 4,558,550</u>

10. EXTERNAL SERVICES

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

	<u>2005</u>	<u>2004</u>
Revenues		
Contracted Services	\$ 127,723	\$ 144,655
Bus Rental - Firefighting	14,157	20,865
Admin Fee	12,250	9,400
	<u>\$ 154,130</u>	<u>\$ 174,920</u>
Expenses		
Services, contracts & supplies	\$ 149,337	\$ 168,491
Salaries, wages and benefits	4,793	6,429
	<u>\$ 154,130</u>	<u>\$ 174,920</u>
	<u>\$ -</u>	<u>\$ -</u>

HIGH PRAIRIE SCHOOL DIVISION NO. 48

Notes to the Financial Statements

Year ended August 31, 2005

11. CAPITAL RECONCILIATION

Total Capital Assets	\$	23,780,688	
Deduct:			
Long term debt			
Supported		(1,830,593)	
Unsupported		(44,420)	
		Net Total	\$ 21,905,675
Unamortized Capital Allocations	\$	18,406,137	
Add: Investment in Capital Assets		<u>3,499,538</u>	
		Net Total	\$ 21,905,675
		Variance	<u>\$ -</u>

12. BUDGET AMOUNTS

The budget was prepared by the School Division's management with Board of Trustees' approval given on June 2, 2004. It is presented for information purposes only and has not been audited.

13. APPROVAL OF FINANCIAL STATEMENTS

The board of Trustees has approved these financial statements.

SCHEDULE A to the AFS

School Jurisdiction Code 1220

ALLOCATION OF REVENUES AND EXPENSES TO PROGRAMS - 2004-2005

REVENUES	TOTAL	ECS to Grade 12 Instruction	Operations and Maintenance of Schools & Maintenance Shops	Transportation	Board & System Admin.	External Services
(1) Alberta Education Revenues Alberta Infrastructure and Transportation	\$27,815,822	\$22,826,582	\$992,435	\$2,708,100	\$1,276,455	\$12,250
(2) Infrastructure Maintenance Program & Portable Relocations support	\$416,937	\$0	\$416,937			
(3) Regular Operations & Maintenance support	\$1,389,408		\$1,389,408			
(4) Other support	\$0	\$0	\$0			
(5) Total Alberta Infrastructure and Transportation Revenues	\$1,806,346	\$0	\$1,806,346			
(6) Alberta Finance	\$232,370		\$232,370			\$0
(7) Other - Government of Alberta	\$23,261	\$1,000	\$8,104	\$0	\$0	\$14,157
(8) Federal Government and/or First Nations	\$2,112,145	\$1,740,193	\$260,828	\$0	\$111,124	\$0
(9) Other Alberta school authorities	\$238,881	\$600	\$0	\$110,558	\$0	\$127,723
(10) Out of province authorities	\$0	\$0	\$0	\$0	\$0	\$0
(11) Alberta municipalities (excl. supplementary requisitions)	\$1,193	\$0	\$0	\$0	\$1,193	\$0
(12) Instruction resource fees	\$218,244	\$218,244				
(13) Transportation fees	\$153,524			\$153,524		
(14) Other sales and services	\$253,417	\$67,054	\$120,570	\$31,050	\$34,743	\$0
(15) Investment income	\$215,729	\$112,179	\$25,887	\$58,247	\$19,416	\$0
(16) Gifts and donations	\$0	\$0	\$0	\$0		\$0
(17) Rentals of facilities	\$30,217	\$9,144	\$21,073	\$0	\$0	\$0
(18) Net school generated funds	\$216,087	\$216,087			\$0	
(19) Gains on disposal of capital assets	\$12,259	\$0	\$9,759	\$2,500	\$0	\$0
(20) Amortization of capital allocations	\$919,814	\$0	\$919,814	\$0		\$0
(21) TOTAL REVENUES	\$34,249,309	\$25,191,083	\$4,397,186	\$3,063,979	\$1,442,931	\$154,130
EXPENSES						
(22) Certificated salaries	\$15,182,338	\$14,742,254			\$440,083	\$0
(23) Certificated benefits	\$1,730,794	\$1,692,921			\$37,873	\$0
(24) Uncertificated salaries and wages	\$6,377,857	\$3,861,613	\$677,657	\$1,382,238	\$451,784	\$4,565
(25) Uncertificated benefits	\$1,347,586	\$877,769	\$145,787	\$214,396	\$109,406	\$228
(26) SUB - TOTAL	\$24,638,574	\$21,174,558	\$823,444	\$1,596,634	\$1,039,147	\$4,793
(27) Services, contracts & supplies	\$6,805,575	\$3,352,810	\$2,227,694	\$788,809	\$286,925	\$149,337
(28) Cost recoveries & charges to programs	\$0	\$0	\$0	\$0	\$0	\$0
(29) Net school generated funds	\$216,087	\$216,087				
Capital and debt services						
Amortization of capital assets						
(30) Supported	\$919,814	\$0	\$919,814	\$0	\$0	\$0
(31) Unsupported	\$591,669	\$7,367	\$68,431	\$509,287	\$6,584	\$0
(32) Total Amortization	\$1,511,483	\$7,367	\$988,245	\$509,287	\$6,584	\$0
Interest on capital debt						
(33) Supported	\$232,250	\$0	\$232,250	\$0	\$0	\$0
(34) Unsupported	\$7,429	\$0	\$0	\$1,214	\$6,215	\$0
(35) Other interest charges	\$0	\$0	\$0	\$0	\$0	\$0
(36) Losses on disposal of capital assets	\$3,623	\$0	\$0	\$3,623	\$0	\$0
(37) TOTAL EXPENSES	\$33,415,021	\$24,750,822	\$4,271,633	\$2,899,567	\$1,338,870	\$154,130
(38) SURPLUS (DEFICIT) BEFORE EXTRAORDINARY ITEM	\$834,288	\$440,261	\$125,553	\$164,412	\$104,061	\$0

SCHEDULE B to the AFS
ALBERTA EDUCATION REVENUES 2004-2005

	TOTAL
Base Funding	
Early Childhood Services (ECS)	\$536,112
Base Instruction (Gr 1-12)	\$15,118,104
Outreach Programs	\$104,040
Home Education	\$2,482
Differential Cost Funding *	\$9,514,770
Other Provincial Support	
Institutional Programs	\$0
Regional Consortium (6 boards) and Regional Educational Consulting Services (4 boards)	\$0
Learning Resources Credit	\$26,556
Federal French Funding	\$30,396
Provincial Priority Targeted Funding	
Class Size Initiative	\$455,466
Student Health Initiative (SHI)	\$593,826
Alberta Initiative for School Improvement (AIS)	\$438,784
High Speed Networking	\$0
Children and Youth with Complex Needs	\$0
Other Alberta Education Revenues (describe): Reg. O&M at 5/12ths and Microst Lic. Rebate	\$995,286
Total Alberta Education Revenues	\$27,815,822

* Differential Cost Funding is based on distribution formulas designed to address variable cost factors and incremental costs associated with other variables and specific student populations. Included in differential cost funding are allocations for students with severe disabilities, English as a second language students, Francisation and support services for immigrant students, aboriginal students, gifted & talented early childhood services children and those with mild or moderate or severe disabilities, the percentage of the student population experiencing low socio-economic status, small schools by necessity, intra-jurisdiction distances, year to year enrolment fluctuations, small school board administration, schools located in the north, boarding, transportation, stabilization of funding, and cost differences among school jurisdictions for purchasing goods and services.

**SCHEDULE C the AFS
ECS to Grade 12 INSTRUCTION PROGRAMS Expense Details - 2004-2005**

SUB-PROGRAMS & INITIATIVES	ECS to GRADE 12 Instruction						
	Certificated Remuneration	Uncertificated Remuneration	Services, Contracts & Supplies ¹	Learning Resources	Cost Recoveries & Transfers	Other Expenses ²	TOTAL EXPENSES
School Administration & All Instruction Support	\$1,534,914	\$950,086	\$0		\$0	\$0	\$2,485,000
Mild & Moderate Disabilities/Gifted & Talented(ECS-12)	\$674,477	\$415,563	\$0		\$0		\$1,090,040
ECS Program Unit (PUF)	\$37,678	\$232,113	\$147,857		\$0		\$417,648
Severe Disabilities (Gr 1-12)	\$598,285	\$1,995,019	\$129,129		\$0		\$2,722,433
English as a Second Language	\$11,655	\$12,317	\$8,120		\$0		\$32,092
French Language Program & Francisation (all jurisdictions)	\$0	\$17,031	\$15,500		\$0		\$32,531
First Nations, Metis and Inuit Education(ECS - Gr 12)	\$97,898	\$223,108	\$335,047		\$0		\$656,053
Home Education	\$0	\$0	\$2,650		\$0		\$2,650
Institutional Programs	\$0	\$0	\$0		\$0		\$0
Alberta Initiative for School Improvement	\$242,723	\$0	\$154,600	\$41,461	\$0		\$438,784
Student Health Initiative	\$0	\$360,482	\$221,094		\$0		\$581,576
High Speed Networking			\$0		\$0		\$0
Class Size	\$455,466	\$0	\$0	\$0	\$0		\$455,466
Children and Youth with Complex Needs(ECS - Gr 12)	\$0	\$0	\$0		\$0		\$0
All Other Student Instruction Expenses(ECS - Gr 12)	\$12,782,079	\$533,663	\$2,031,281	\$266,071	\$0	\$223,454	\$15,836,549
TOTAL EXPENSES	\$16,435,175	\$4,739,382	\$3,045,278	\$307,532	\$0	\$223,454	\$24,750,822

FULL-TIME-EQUIVALENCIES(Board/Contract)	FTE Certificated	FTE Uncertificated
Mild & Moderate Disabilities/Gifted & Talented (ECS - Gr 12)	9.3	17.1
ECS Program Unit (PUF)	0.5	12.0
Severe Disabilities (Gr 1-12)	7.7	76.6

Note 1 Excludes Learning Resources.

Note 2 Includes Net School Generated Funds, Amortization, Interest, and Losses on Disposal of Instruction Program Capital Assets.

**SCHEDULE D to the AFS
CALCULATION OF MAXIMUM ELIGIBLE EXPENSE LIMIT FOR
BOARD (GOVERNANCE) AND SYSTEM ADMINISTRATION - 2004-2005**

TOTAL EXPENSES		\$33,415,021
STEP 1		
Calculation of maximum expense limit PERCENTAGE for Board and System Administration expenses		
If "Total Net Enrolled Students" are 6,000 and over	= 4%	
If "Total Net Enrolled Students" are 2,000 and less	= 6%	5.38%
<p>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.</p>		
STEP 2		
Calculate maximum expense limit AMOUNTS for Board and System Administration expenses		
Maximum Expense Limit percentage (Step 1) x TOTAL EXPENSES		\$1,797,728
Considerations for Charter Schools and Small School Boards:		
If Charter School , enter \$56,100	\$0	\$0
If School Board , please enter your 04-05 Gr 1- 12 funded enrolment	0	
	\$0	\$0
MAXIMUM EXPENSE LIMIT		\$1,797,728
STEP 3		
Compare maximum expense limit amounts calculated in Step 2 to actual expenses (from Schedule A)		
Actual Board Governance & System Administration expenses		\$1,338,870
PLUS: transfers to Restricted - Operating (Board/System Administration)		\$104,061
LESS: transfers from Restricted - Operating (Board/System Administration)		\$0
TOTAL BOARD GOVERNANCE & SYSTEM ADMINISTRATION EXPENSES		\$1,442,931
MAXIMUM EXPENSE LIMIT		\$1,797,728
ACTUAL EXPENSES - OVER(UNDER) MAXIMUM EXPENSE LIMIT		-\$354,797

**SCHEDULE E to the AFS
SOURCE & APPLICATION OF SCHOOL GENERATED FUNDS (SGF) - 2004-2005**

Unexpended SGF - Opening Balance August 31, 2004 (Note 1)			\$532,265
Source of Net School Generated Funds:			
	Gross SGF	Related Expenses	Net SGF
Fundraising activities	\$596,678	\$555,654	\$41,024
Student fees (Non-Instructional) (Note 2)	\$154,981		\$154,981
Donations and grants to schools	\$23,247		\$23,247
Other (describe):	\$0	\$0	\$0
Net Additions to SGF	\$774,906	\$555,654	\$219,252
Net SGF Available for Discretionary Spending			\$751,517
Application of Net School Generated Funds:			
Extra-curricular activities			\$118,848
School beautification			\$0
Field Trips			\$75,631
Equipment			\$17,286
Family literacy and other community resources			\$0
Other (describe):			\$4,322
Net SGF Expended for Discretionary Purposes (Note 3)			\$216,087
Unexpended SGF - Closing Balance August 31, 2005 (Note 4)			\$535,430
<p>School Generated Funds (SGF) are funds raised in the community for student activities that come under the control and responsibility of school management. These funds are usually collected and retained at the school for expenditures paid at the school level. SGF does not include fees with respect to instructional supplies or materials collected pursuant to Section 60(2)(j) of the <i>School Act</i>, and any other funds collected at the school but remitted to central office and accounted for by the jurisdiction (facility rentals, capital assets purchases, etc.)</p>			
Note 1	Input "(Restated)" beside Balance at August 31, 2004 where not taken from the finalized 2003-2004 Audited Financial Statements.		
Note 2	Excludes fees collected pursuant to Section 60(2)(j) of the School Act (fees with respect to instructional supplies or materials - essentially textbooks, resource materials in lieu of textbooks, media, software, and materials for classrooms). Amounts collected for CEU-related activities are recorded as instruction resource fees, not SGF.		
Note 3	Net SGF Expended for Discretionary Purposes is recorded as revenue and expense in the Statement of Revenues & Expenses.		
Note 4	Unexpended SGF is carried forward to the Statement of Financial Position.		

**SCHEDULE F to the AFS
Operations and Maintenance Program Expenses - 2004-2005**

EXPENSES	Custodial	Maintenance	Utilities and Telecommunications	Expensed Mod./I.M.P. & Portable Relocations	Facility Planning & Operations Administration	SUB-TOTAL Operations & Maintenance	Supported Capital & Debt Services	TOTAL Operations and Maintenance
Uncertificated salaries and wages	\$0	\$431,138	\$0	\$64,387	\$182,132	\$677,657		\$677,657
Uncertificated benefits	\$0	\$93,046	\$0	\$13,521	\$39,219	\$145,787		\$145,787
Sub-total Remuneration	\$0	\$524,184	\$0	\$77,908	\$221,352	\$823,444		\$823,444
Contracted Services	\$607,568	\$148,033	\$0	\$301,175	\$25,203	\$1,081,979		\$1,081,979
Supplies	\$48,242	\$403,466	\$0	\$37,854	\$2,574	\$492,136		\$492,136
Electricity			\$278,836			\$278,836		\$278,836
Natural Gas/Heating Fuel			\$289,319			\$289,319		\$289,319
Sewer and Water			\$54,599			\$54,599		\$54,599
Telecommunications			\$6,502			\$6,502		\$6,502
Insurance					\$24,323	\$24,323		\$24,323
Amortization of capital assets								
Supported							\$919,814	\$919,814
Unsupported						\$68,431		\$68,431
Total Amortization						\$68,431	\$919,814	\$988,245
Interest on capital debt								
Supported							\$232,250	\$232,250
Unsupported				\$0		\$0		\$0
Other interest charges						\$0		\$0
Losses on disposal of capital assets						\$0		\$0
Cost recoveries & transfers						\$0		\$0
TOTAL EXPENSES	\$655,810	\$1,075,683	\$629,256	\$416,937	\$273,451	\$3,119,569	\$1,152,064	\$4,271,633
SQUARE METRES								
School Buildings								46,494.4
Non School Buildings								2,159.0
UNCERTIFICATED FTE'S (Board/Contract)	12.0	11.0						

- 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 Block Mod/I.M.P. & Portable Relocations:** All expenses associated with non-capital activities related to Block Modernization, Infrastructure Maintenance Programs (AKA Building Quality Restoration Program) and portable relocations.
 - Facility Planning & Operations Administration:** 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, I.M.P., block modernization 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 - 2004-2005
(SECTION 148.1 OF THE SCHOOL ACT)**

	FTEs	Remuneration	Benefits	Allowances	Performance Bonuses	ERIP's / Other	Total	Expenses
Chairperson:								
Name	Marco Gervais	0.2	\$1,680	\$161	\$0		\$1,841	\$382
Name	Joyce Dvornek	0.8	\$10,368	\$3,287	\$0		\$13,655	\$1,630
Other Board Members:								
Name	Joyce Dvornek	0.2	\$2,592	\$822	\$0		\$3,414	\$408
Name	Angela Blanchette	0.2	\$560	\$634	\$0		\$1,194	\$0
Name	Neil Deas	1.0	\$5,600	\$1,240	\$0		\$6,840	\$928
Name	Dawn Konelsky	0.2	\$1,278	\$297	\$0		\$1,575	\$47
Name	Linda Duchesneau	1.0	\$4,400	\$3,853	\$0		\$8,253	\$1,417
Name	Roger Blanchette	0.8	\$4,880	\$3,255	\$0		\$8,135	\$1,464
Name	Karin Scholl	0.8	\$5,600	\$2,828	\$0		\$8,428	\$2,201
Name	Rick Neidig	0.8	\$2,080	\$73	\$0		\$2,153	\$1,167
Name	Lenny Richer	0.8	\$6,960	\$2,409	\$0		\$9,369	\$2,380
Name	Marilyn Willier	0.5	\$640	\$336	\$0		\$976	\$135
Name		0.0	\$0	\$0	\$0		\$0	\$0
Name		0.0	\$0	\$0	\$0		\$0	\$0
Name		0.0	\$0	\$0	\$0		\$0	\$0
Name		0.0	\$0	\$0	\$0		\$0	\$0
Name		0.0	\$0	\$0	\$0		\$0	\$0
Name		0.0	\$0	\$0	\$0		\$0	\$0
Name		0.0	\$0	\$0	\$0		\$0	\$0
Name		0.0	\$0	\$0	\$0		\$0	\$0
Name		0.0	\$0	\$0	\$0		\$0	\$0
Subtotal		7.3	\$46,638	\$19,196	\$0		\$65,833	\$12,158
Superintendent	Kenneth Riegel	1.0	\$137,310	\$10,771	\$0	\$0	\$148,082	\$18,548
Superintendent		0.0	\$0	\$0	\$0	\$0	\$0	\$0
Secretary/Treasurer		0.0	\$0	\$0	\$0	\$0	\$0	\$0
Secretary/Treasurer		0.0	\$0	\$0	\$0	\$0	\$0	\$0
Board Secretary	Raymonde Lussier	1.0	\$96,786	\$18,129	\$0	\$0	\$114,915	\$7,695
Board Secretary		0.0	\$0	\$0	\$0	\$0	\$0	\$0
Board Treasurer	Paul Burrows	1.0	\$96,786	\$18,129	\$0	\$0	\$114,915	\$2,799
Board Treasurer		0.0	\$0	\$0	\$0	\$0	\$0	\$0
Certificated Salaries		220.0	\$15,045,028	\$1,720,023	\$0	\$0	\$16,765,051	
Uncertificated Salaries & Wages		226.7	\$6,137,647	\$1,292,132	\$0	\$0	\$7,429,779	
TOTALS			\$21,560,195	\$3,078,379	\$0	\$0	\$24,638,574	

Note: Please refer to completion information on page 15.

SCHEDULE G1 to the AFS
DISCLOSURE OF SALARIES AND BENEFITS (SECTION 148.1 OF THE SCHOOL ACT)
COMPLETION INFORMATION

(1)	Salary and benefits consist of and agree with the amounts properly recorded in the school jurisdiction's payroll records and related object codes for salaries, wages and benefits.
(2)	Remuneration includes regular base salaries, certificated school-based employee allowances outlined in collective agreements, overtime, honoraria, deferred salary leave accruals, lump sum payments EXCEPTING TERMINATION BENEFITS (See #10A below), any other direct cash remuneration EXCEPTING PERFORMANCE PAY (See #10 below).
(3)	Certificated salaries include the aggregate of all payments for certificated staff regardless of the length, nature or definition of the employment agreement. The number of full time equivalent (FTE) staff should be measured as at September 30.
(4)	Uncertificated salaries and wages should be measured in terms of the number of FTE staff employed as at September 30.
(5)	Salary and benefits information should be the aggregate amount covering the same fiscal period as the audited financial statements.
(6)	Salary must include deferred salary accruals.
(7)	Salary includes only payments for services subject to an employer-employee relationship.
(8)	Benefits include the employer's share of all employee benefits and contributions or payments made on behalf of employees including retirement pensions, Canada pension plan (CPP), employment insurance (EI), health care, dental coverage, vision coverage, out of country medical benefits, group life insurance, accidental disability and dismemberment insurance, long and short term disability plans.
(9)	Allowances include all monies paid to an employee as miscellaneous negotiated allowances. This category will include car or travel allowances, isolation allowances, relocation expenses, sabbaticals, special leave with pay, financial and retirement planning services, and club memberships. CERTIFICATED SCHOOL-BASED EMPLOYEE ALLOWANCES , as outlined in collective agreements, are included in Remuneration - NOT Allowances.
(10)	Performance Bonuses include those monies paid to employees of the school authority that are tied to the achievement of some specified goal or objective.
(10A)	Other includes termination benefits ((severance pay, retiring allowances (ERIP's), sick leave and other settlement costs due to loss of employment).
(11)	Expenses will include the reimbursements of travel, subsistence, moving costs, conference fees, etc., paid by the employee or on his/her behalf in performing the responsibilities of employment.
(12)	The superintendent's position disclosure is in terms of one individual who is the Chief Executive Officer. Benefits for the superintendent do not include Alberta Learning contributions to the Teachers Retirement Fund pension plan.
(13)	The secretary-treasurer's position disclosure is in terms of one individual who is the Chief Financial Officer. If the board has not appointed one person to act as secretary-treasurer, then the disclosure is in terms of separate individuals appointed to the Board Treasurer and Board Secretary positions. Benefits for the secretary-treasurer include the Local Authorities Pension Plan contributions.
(13)	A position should include salary, benefits and allowances earned and expenses accrued by an individual who officially acted in a position while it was vacant or was appointed to the position. If a position was vacant and no one acted in the position, the position should not be disclosed.
(14)	Benefits and allowances need not include an amount for automobile, housing or other benefits for which a value cannot be reasonably estimated.
(15)	If a position is occupied by more than one individual during a year, each of those individual's specific expenses and salary, benefits and allowances earned by each of the individuals in the position need be disclosed separately.