

BUDGET REPORT FOR THE YEAR ENDING AUGUST 31, 2025

[Education Act, Sections 139(2)(a) and 244]

1085 The Grande Yellowhead School Division

Legal Name of School Jurisdiction


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Contact Address, Telephone & Email Address

BOARD CHAIR

Ms. Dale Karpluk

Name



Dale Karpluk (May 29, 2024 16:55 MDT)

Signature

SUPERINTENDENT

Ms. Carolyn Lewis

Name



Carolyn Lewis (May 30, 2024 16:22 MDT)

Signature

SECRETARY TREASURER or TREASURER

Mr. Jun Lin

Name



Signature

**Certified as an accurate summary of the year's budget as approved by the Board
of Trustees at its meeting held on May 22, 2024 .**
Date

c.c. Alberta Education
Financial Reporting & Accountability Branch
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Legend:

Blue	Data input is required	Grey	No entry required - the cell is protected.
Pink	Populated from data entered in this template (i.e. other tabs)	White	Calculation cells. These are protected and cannot be changed.
Green	Populated based on information previously submitted to Alberta Education	Yellow	Flags to draw attention to sections requiring entry depending on other parts of the s

HIGHLIGHTS, PLANS, ASSUMPTIONS AND RISKS SUMMARY- 2024/2025 BUDGET REPORT

The following were presented to the Board and approved as underlying the budget. These key points and assumptions used in development of the budget take into consideration the economic environment of the jurisdiction, focus on anticipated changes from current year, and are realistic and consistent with the three year Education Plan. At a minimum, they disclose key budget assumptions, financial & business risks, and specific strategies explaining how this budget will support the jurisdiction's plans.

Budget Highlights, Plans & Assumptions:

- The 2024/25 school year budget reflects the mission, vision, values, and goals as set forth by the Board of Trustees in its foundational statements and reflects the priorities in the Division's Three-year Education Plan.
- Grande Yellowhead Public School Division has an approximate budget of \$64 million, which is utilized to provide public education services to the students in its jurisdiction.
- The Division serves approximately 4,500 funded students from Early Childhood (ECS) to Grade 12 within 17 schools and five (5) learning connection sites that are aligned with the local high schools.
- Overall, the Division is expecting a deficit of \$0.2 million in the 2024/25 school year. The deficit is mainly attributed to cost pressures from inflation, cost escalations, unfunded negotiation settlement, and other instructional cost pressure to ensure our students still receive many of the additional supports they will need.

Assumptions:

- Revenue Assumptions:
 - Enrolment is projected to decrease by approximately 0.9 per cent in the 2024/25 school year (based on projected student headcount).
 - Operational funding has been held relatively stable in comparison to 2023/2024, however costs are continuing to increasing significantly and the number of students requiring additional supports is increasing.
 - It is assumed that the division will see a decrease in the prime rate as sign of inflation slowing have been signaled
- Expense Assumptions:
 - As a result of economic conditions, supply chain issues, and high inflation, the division is seeing increased costs.
 - Benefits costs have increased again this year.
 - Utility costs have been increasing and fluctuating drastically of the past year and it is assumed that this will continue into the coming budget year.
 - Constructions, technology, vehicles, fuel and other supplies costs have also gone up drastically.
 - Standard cost of certificated teachers has increase due to benefits and salary increases. Although the salary increase is support by the Government of Alberta, the benefit increase has not.
 - Technology Services, Transportation Services, Learning Services, and Facility Management, are budgeted centrally.
 - It has been assumed that there may be potential unsupported settlements in the 2024/25 school year.
- Staffing:
 - Staff levels will currently be maintained and a plan to reduce over the coming years will be implemented, if funding is not increased to offset cost increase. This will be done to ensure a balanced budget.
 - Maintaining staff levels, were possible, will help stimulate the economy in the Division's rural communities and support student needs.
 - The division is seeing an increase in support required by students and is concerned about the level of funding provided to support these needs through staffing in the future.

Significant Business and Financial Risks:

- Government Funding
 - Although the government has increased our budget, it is not a significant increase in funding. 2024/25 funding is about \$250,000 higher than 2023/24 funding, only increased by 0.4%.
 - The government is expecting an increase in revenues based on projections, which could potentially result in increased funding. However, if the province fails to meet these projections it could negatively impact funding as well.
- Enrolment:
 - The new Funding Framework relies heavily on the accuracy of projections and this could lead to future revenue loss if projections are too high or delayed funding if the projections are too low.
 - If enrollment increases in September 2024 the division will be expected to support students with the same funding, as the division won't receive the funding adjustment until 2025-2026.
 - There is always a level of uncertainty around enrollment projections.
- Inflation and Cost Escalations
 - Inflation and cost escalations are still very uncertain. The division could continue to see increased costs for many key items it needs to support student learning and division buildings. If costs continue to escalate this could be a risk to the division and budget adjustment may have to be made.

BUDGETED STATEMENT OF OPERATIONS
for the Year Ending August 31

	Approved Budget 2024/2025	Approved Budget 2023/2024	Actual Audited 2022/2023
REVENUES			
Government of Alberta	\$ 61,578,560	\$61,522,994	\$60,328,495
Federal Government and First Nations	\$ 284,850	\$46,624	\$174,117
Property taxes	\$ -	\$0	\$0
Fees	\$ 471,565	\$492,460	\$575,458
Sales of services and products	\$ 310,751	\$276,365	\$221,131
Investment income	\$ 755,000	\$755,000	\$868,487
Donations and other contributions	\$ 594,554	\$602,132	\$755,517
Other revenue	\$ 21,000	\$50,000	\$171,446
TOTAL REVENUES	\$64,016,280	\$63,745,575	\$63,094,651
EXPENSES			
Instruction - ECS	\$ 3,195,815	\$2,975,134	\$2,537,472
Instruction - Grade 1 to 12	\$ 44,542,357	\$44,955,663	\$44,588,331
Operations & maintenance	\$ 8,523,433	\$8,539,645	\$8,992,458
Transportation	\$ 5,213,176	\$4,940,612	\$4,492,300
System Administration	\$ 2,287,100	\$2,376,853	\$2,395,320
External Services	\$ 467,190	\$464,089	\$638,035
TOTAL EXPENSES	\$64,229,071	\$64,251,996	\$63,643,916
ANNUAL SURPLUS (DEFICIT)	(\$212,791)	(\$506,421)	(\$549,265)

BUDGETED ALLOCATION OF EXPENSES (BY OBJECT)
for the Year Ending August 31

	Approved Budget 2024/2025	Approved Budget 2023/2024	Actual Audited 2022/2023
EXPENSES			
Certificated salaries	\$ 26,510,224	\$26,015,810	\$25,414,952
Certificated benefits	\$ 6,115,139	\$6,607,330	\$5,860,161
Non-certificated salaries and wages	\$ 10,507,062	\$10,726,277	\$9,944,991
Non-certificated benefits	\$ 2,680,248	\$2,739,857	\$2,528,507
Services, contracts, and supplies	\$ 14,845,331	\$14,518,818	\$16,284,592
Capital and debt services			
Amortization of capital assets			
Supported	\$ 2,408,717	\$2,447,701	\$2,481,275
Unsupported	\$ 1,135,350	\$1,169,203	\$1,071,310
Interest on capital debt			
Supported	\$ -	\$0	\$0
Unsupported	\$ -	\$0	\$0
Other interest and finance charges	\$ 22,000	\$22,000	\$14,648
Losses on disposal of capital assets	\$ -	\$0	\$38,330
Other expenses	\$ 5,000	\$5,000	\$5,150
TOTAL EXPENSES	\$64,229,071	\$64,251,996	\$63,643,916

**BUDGETED SCHEDULE OF PROGRAM OPERATIONS
for the Year Ending August 31**

REVENUES	Approved Budget 2024/2025							Actual Audited 2022/23
	Instruction		Operations and Maintenance	Transportation	System Administration	External Services	TOTAL	TOTAL
	ECS	Grade 1 to 12						
(1) Alberta Education	\$ 2,165,613	\$ 42,792,733	\$ 6,183,035	\$ 5,116,826	\$ 2,512,254	\$ -	\$ 58,770,461	\$ 57,329,645
(2) Alberta Infrastructure - non remediation	\$ -	\$ 244,575	\$ 1,865,348	\$ -	\$ -	\$ -	\$ 2,109,923	\$ 2,206,309
(3) Alberta Infrastructure - remediation	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
(4) Other - Government of Alberta	\$ -	\$ 318,449	\$ -	\$ -	\$ -	\$ 219,727	\$ 538,176	\$ 672,483
(5) Federal Government and First Nations	\$ -	\$ 284,000	\$ -	\$ 850	\$ -	\$ -	\$ 284,850	\$ 174,117
(6) Other Alberta school authorities	\$ -	\$ -	\$ 100,000	\$ 60,000	\$ -	\$ -	\$ 160,000	\$ 120,058
(7) Out of province authorities	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
(8) Alberta municipalities-special tax levies	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
(9) Property taxes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
(10) Fees	\$ -	\$ 456,565	\$ -	\$ 15,000	\$ -	\$ -	\$ 471,565	\$ 575,458
(11) Sales of services and products	\$ -	\$ 36,090	\$ -	\$ 20,500	\$ -	\$ 254,161	\$ 310,751	\$ 221,131
(12) Investment income	\$ -	\$ -	\$ -	\$ -	\$ 755,000	\$ -	\$ 755,000	\$ 868,487
(13) Gifts and donations	\$ -	\$ 178,608	\$ -	\$ -	\$ -	\$ -	\$ 178,608	\$ 255,639
(14) Rental of facilities	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
(15) Fundraising	\$ -	\$ 415,946	\$ -	\$ -	\$ -	\$ -	\$ 415,946	\$ 499,878
(16) Gains on disposal of tangible capital assets	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 7,534
(17) Other	\$ -	\$ 6,000	\$ -	\$ -	\$ 15,000	\$ -	\$ 21,000	\$ 163,912
(18) TOTAL REVENUES	\$ 2,165,613	\$ 44,732,966	\$ 8,148,383	\$ 5,213,176	\$ 3,282,254	\$ 473,888	\$ 64,016,280	\$ 63,094,651
EXPENSES								
(19) Certificated salaries	\$ 1,677,284	\$ 24,346,140			\$ 486,800	\$ -	\$ 26,510,224	\$ 25,414,952
(20) Certificated benefits	\$ 416,943	\$ 5,599,345			\$ 98,851	\$ -	\$ 6,115,139	\$ 5,860,161
(21) Non-certificated salaries and wages	\$ 564,481	\$ 6,190,169	\$ 619,596	\$ 1,846,771	\$ 958,789	\$ 327,256	\$ 10,507,062	\$ 9,944,991
(22) Non-certificated benefits	\$ 153,313	\$ 1,708,185	\$ 152,862	\$ 352,819	\$ 206,777	\$ 106,292	\$ 2,680,248	\$ 2,528,507
(23) SUB - TOTAL	\$ 2,812,021	\$ 37,843,839	\$ 772,458	\$ 2,199,590	\$ 1,751,217	\$ 433,548	\$ 45,812,673	\$ 43,748,611
(24) Services, contracts and supplies	\$ 383,794	\$ 6,135,786	\$ 5,233,616	\$ 2,549,110	\$ 509,383	\$ 33,642	\$ 14,845,331	\$ 16,284,592
(25) Amortization of supported tangible capital assets	\$ -	\$ 255,492	\$ 2,153,225	\$ -	\$ -	\$ -	\$ 2,408,717	\$ 2,481,275
(26) Amortization of unsupported tangible capital assets	\$ -	\$ 307,240	\$ 47,241	\$ 463,976	\$ -	\$ -	\$ 818,457	\$ 708,608
(27) Amortization of supported ARO tangible capital assets	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
(28) Amortization of unsupported ARO tangible capital assets	\$ -	\$ -	\$ 316,893	\$ -	\$ -	\$ -	\$ 316,893	\$ 362,702
(29) Accretion expenses	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
(30) Supported interest on capital debt	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
(31) Unsupported interest on capital debt	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
(32) Other interest and finance charges	\$ -	\$ -	\$ -	\$ 500	\$ 21,500	\$ -	\$ 22,000	\$ 14,648
(33) Losses on disposal of tangible capital assets	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 38,330
(34) Other expense	\$ -	\$ -	\$ -	\$ -	\$ 5,000	\$ -	\$ 5,000	\$ 5,150
(35) TOTAL EXPENSES	\$ 3,195,815	\$ 44,542,357	\$ 8,523,433	\$ 5,213,176	\$ 2,287,100	\$ 467,190	\$ 64,229,071	\$ 63,643,916
(36) OPERATING SURPLUS (DEFICIT)	\$ (1,030,202)	\$ 190,609	\$ (375,050)	\$ -	\$ 995,154	\$ 6,698	\$ (212,791)	\$ (549,265)

**BUDGETED SCHEDULE OF FEE REVENUE
for the Year Ending August 31**

	Approved Budget 2024/2025	Approved Budget 2023/2024	Actual 2022/2023
FEES			
TRANSPORTATION	\$15,000	\$5,000	\$139,315
BASIC INSTRUCTION SUPPLIES (Instructional supplies, & materials)	\$0	\$0	\$0
LUNCHROOM SUPERVISION & NOON HOUR ACTIVITY FEES	\$0	\$0	\$6,960
FEES TO ENHANCE BASIC INSTRUCTION			
Technology user fees	\$957	\$1,487	\$1,821
Alternative program fees	\$0	\$0	\$0
Fees for optional courses	\$66,240	\$65,910	\$64,653
ECS enhanced program fees	\$0	\$0	\$0
Activity fees	\$124,788	\$126,524	\$89,411
Other fees to enhance education (Describe here)	\$0	\$0	\$0
NON-CURRICULAR FEES			
Extra-curricular fees	\$202,431	\$212,545	\$214,824
Non-curricular goods and services	\$61,029	\$61,274	\$42,246
Non-curricular travel	\$1,120	\$19,720	\$16,378
OTHER FEES (Describe here)	\$0	\$0	\$0
TOTAL FEES	\$471,565	\$492,460	\$575,608

PLEASE DO NOT USE "SCHOOL GENERATED FUNDS" AS A CATEGORY

Please disclose amounts paid by parents of students that are recorded as "Sales of services and products" (rather than fee revenue). Note that this schedule should include only amounts collected from parents and so it may not agree with the Statement of Operations.	Approved Budget 2024/2025	Approved Budget 2023/2024	Actual 2022/2023
Cafeteria sales, hot lunch, milk programs	\$200	\$200	\$51,769
Special events	\$0	\$0	\$70,241
Sales or rentals of other supplies/services	\$24,918	\$28,533	\$34,583
International and out of province student revenue	\$0	\$0	\$27,274
Adult education revenue	\$8,200	\$8,200	\$8,680
Preschool	\$254,161	\$234,160	\$141,276
Child care & before and after school care	\$0	\$0	\$0
Lost item replacement fees	\$0	\$0	\$1,371
Other (describe) Administrative fees and interest	\$20,000	\$20,000	\$1,145
Other (describe) Other (Describe)	\$0	\$0	\$0
Other (describe) Other (Describe)	\$0	\$0	\$0
Other (describe) Other sales (describe here)	\$0	\$0	
Other (describe) Other sales (describe here)	\$0	\$0	
TOTAL	\$307,479	\$291,093	\$336,340

PROJECTED SCHEDULE OF CHANGES IN ACCUMULATED OPERATING SURPLUS (SUMMARY)

for the Year Ending August 31

	(1)	(2)	(3)	(4)	(5)	(6)	(7)
	ACCUMULATED OPERATING SURPLUS/DEFICITS (2+3+4+7)	INVESTMENT IN TANGIBLE CAPITAL ASSETS	ENDOWMENTS	ACCUMULATED SURPLUS FROM OPERATIONS (5+6)	UNRESTRICTED SURPLUS	INTERNALLY RESTRICTED	
						OPERATING RESERVES	CAPITAL RESERVES
Actual balances per AFS at August 31, 2023	\$7,641,455	(\$4,116,175)	\$431,788	\$2,943,248	\$0	\$2,943,248	\$8,382,594
2023/2024 Estimated impact to AOS for:							
Prior period adjustment	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Estimated surplus(deficit)	\$371,556			\$371,556	\$371,556		
Estimated board funded capital asset additions		\$283,891		\$0	\$0	\$0	(\$283,891)
Projected board funded ARO tangible capital asset additions		\$0		\$0	\$0	\$0	\$0
Estimated disposal of unsupported tangible capital assets	\$0	\$0		\$0	\$0		\$0
Budgeted disposal of unsupported ARO tangible capital assets	\$0	\$0		\$0	\$0		\$0
Estimated amortization of capital assets (expense)		(\$3,507,636)		\$3,507,636	\$3,507,636		
Estimated capital revenue recognized - Alberta Education		\$287,377		(\$287,377)	(\$287,377)		
Estimated capital revenue recognized - Alberta Infrastructure		\$2,088,766		(\$2,088,766)	(\$2,088,766)		
Estimated capital revenue recognized - Other GOA		\$0		\$0	\$0		
Estimated capital revenue recognized - Other sources		\$1,577		(\$1,577)	(\$1,577)		
Budgeted amortization of ARO tangible capital assets		\$0		\$0	\$0		
Budgeted amortization of supported ARO tangible capital assets		\$0		\$0	\$0		
Budgeted board funded ARO liabilities - recognition		\$0		\$0	\$0		
Budgeted board funded ARO liabilities - remediation		\$0		\$0	\$0		
Estimated changes in Endowments	\$0		\$0	\$0	\$0		
Estimated unsupported debt principal repayment		\$0		\$0	\$0	\$0	\$0
Estimated reserve transfers (net)				(\$1,129,916)	(\$1,501,472)	\$371,556	\$1,129,916
Estimated assumptions/transfers of operations - capital lease addition	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Estimated Balances for August 31, 2024	\$8,013,011	(\$4,962,199)	\$431,788	\$3,314,804	\$0	\$3,314,804	\$9,228,618
2024/25 Budget projections for:							
Budgeted surplus(deficit)	(\$212,791)			(\$212,791)	(\$212,791)		
Projected board funded tangible capital asset additions		\$463,976		\$0	\$0	\$0	(\$463,976)
Projected board funded ARO tangible capital asset additions		\$0		\$0	\$0	\$0	\$0
Budgeted disposal of unsupported tangible capital assets	\$0	\$0		\$0	\$0		\$0
Budgeted disposal of unsupported ARO tangible capital assets	\$0	\$0		\$0	\$0		\$0
Budgeted amortization of capital assets (expense)		(\$3,227,174)		\$3,227,174	\$3,227,174		
Budgeted capital revenue recognized - Alberta Education		\$297,217		(\$297,217)	(\$297,217)		
Budgeted capital revenue recognized - Alberta Infrastructure		\$2,109,923		(\$2,109,923)	(\$2,109,923)		
Budgeted capital revenue recognized - Other GOA		\$0		\$0	\$0		
Budgeted capital revenue recognized - Other sources		\$1,577		(\$1,577)	(\$1,577)		
Budgeted amortization of ARO tangible capital assets		(\$316,893)		\$316,893	\$316,893		
Budgeted amortization of supported ARO tangible capital assets		\$0		\$0	\$0		
Budgeted board funded ARO liabilities - recognition		\$0		\$0	\$0		
Budgeted board funded ARO liabilities - remediation		\$0		\$0	\$0		
Budgeted changes in Endowments	\$0		\$0	\$0	\$0		
Budgeted unsupported debt principal repayment		\$0		\$0	\$0		
Projected reserve transfers (net)				(\$1,135,350)	(\$922,559)	(\$212,791)	\$1,135,350
Projected assumptions/transfers of operations - capital lease addition	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Projected Balances for August 31, 2025	\$7,800,220	(\$5,633,573)	\$431,788	\$3,102,013	\$0	\$3,102,013	\$9,899,992

**SCHEDULE OF USES FOR ACCUMULATED SURPLUSES AND RESERVES
for the Year Ending August 31**

	Unrestricted Surplus Usage			Operating Reserves Usage			Capital Reserves Usage		
	Year Ended			Year Ended			Year Ended		
	31-Aug-2025	31-Aug-2026	31-Aug-2027	31-Aug-2025	31-Aug-2026	31-Aug-2027	31-Aug-2025	31-Aug-2026	31-Aug-2027
Projected opening balance	\$0	\$0	\$0	\$3,314,804	\$3,102,013	\$3,102,013	\$9,228,618	\$9,899,992	\$3,780,016
Projected excess of revenues over expenses (surplus only)	Explanation	\$0	\$0	\$0					
Budgeted disposal of board funded TCA and ARO TCA	Explanation	\$0	\$0	\$0		\$0	\$0	\$0	\$0
Budgeted amortization of capital assets (expense)	Explanation	\$3,544,067	\$0	\$0		\$0	\$0		
Budgeted capital revenue recognized, including ARO assets amortization	Explanation	(\$2,408,717)	\$0	\$0		\$0	\$0		
Budgeted changes in Endowments	Explanation	\$0	\$0	\$0		\$0	\$0		
Budgeted board funded ARO liabilities - recognition	Explanation	\$0	\$0	\$0		\$0	\$0		
Budgeted board funded ARO liabilities - remediation	Explanation	\$0	\$0	\$0		\$0	\$0		
Budgeted unsupported debt principal repayment	Explanation	\$0	\$0	\$0		\$0	\$0		
Projected reserves transfers (net)	Unsupported amortization to capital reserves	(\$922,559)	\$0	\$0	(\$212,791)	\$0	\$0	\$1,135,350	\$0
Projected assumptions/transfers of operations	Technology asset renewal	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Increase in (use of) school generated funds	Explanation	\$0	\$0	\$0		\$0	\$0		\$0
New school start-up costs	Explanation	\$0	\$0	\$0		\$0	\$0		\$0
Decentralized school reserves	Explanation	\$0	\$0	\$0		\$0	\$0		\$0
Non-recurring certificated remuneration	Grid creep, net salary increases	\$0	\$0	\$0		\$0	\$0		
Non-recurring non-certificated remuneration	Explanation	\$0	\$0	\$0		\$0	\$0		
Non-recurring contracts, supplies & services	Explanation	\$0	\$0	\$0		\$0	\$0		
Professional development, training & support	Explanation	\$0	\$0	\$0		\$0	\$0		
Transportation Expenses	Explanation	\$0	\$0	\$0		\$0	\$0		
Operations & maintenance	Utilities cost increase	(\$121,502)	\$0	\$0		\$0	\$0		
English language learners	Explanation	\$0	\$0	\$0		\$0	\$0		
System Administration	Explanation	\$0	\$0	\$0		\$0	\$0		
OH&S / wellness programs	Explanation	\$0	\$0	\$0		\$0	\$0		
B & S administration organization / reorganization	Explanation	\$0	\$0	\$0		\$0	\$0		
Debt repayment	Explanation	\$0	\$0	\$0		\$0	\$0		
POM expenses	Explanation	\$0	\$0	\$0		\$0	\$0		\$0
Non-salary related programming costs (explain)	Explanation	\$0	\$0	\$0		\$0	\$0		\$0
Repairs & maintenance - School building & land	Explanation	\$0	\$0	\$0		\$0	\$0		
Repairs & maintenance - Technology	Technology asset renewal increase	(\$91,289)	\$0	\$0		\$0	\$0		
Repairs & maintenance - Vehicle & transportation	Explanation	\$0	\$0	\$0		\$0	\$0		
Repairs & maintenance - Administration building	Explanation	\$0	\$0	\$0		\$0	\$0		
Repairs & maintenance - POM building & equipment	Explanation	\$0	\$0	\$0		\$0	\$0		
Repairs & maintenance - Other (explain)	Explanation	\$0	\$0	\$0		\$0	\$0		
Capital costs - School land & building	Explanation	\$0	\$0	\$0	\$0	\$0	\$0	\$0	(\$5,600,000)
Capital costs - School modernization	Explanation	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Capital costs - School modular & additions	Explanation	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Capital costs - School building partnership projects	Explanation	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Capital costs - Technology	Explanation	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Capital costs - Vehicle & transportation	Explanation	\$0	\$0	\$0	\$0	\$0	\$0	(\$491,976)	(\$519,976)
Capital costs - Administration building	Explanation	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Capital costs - POM building & equipment	Explanation	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Capital Costs - Furniture & Equipment	Explanation	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Capital costs - Other	Explanation	\$0	\$0	\$0	\$0	\$0	\$0	\$28,000	\$0
Building leases	Explanation	\$0	\$0	\$0		\$0	\$0		\$0
Other 1 - please use this row only if no other row is appropriate	Explanation	\$0	\$0	\$0		\$0	\$0		\$0
Other 2 - please use this row only if no other row is appropriate	Explanation	\$0	\$0	\$0		\$0	\$0		\$0
Other 3 - please use this row only if no other row is appropriate	Explanation	\$0	\$0	\$0		\$0	\$0		\$0
Other 4 - please use this row only if no other row is appropriate	Explanation	\$0	\$0	\$0		\$0	\$0		\$0
Estimated closing balance for operating contingency		\$0	\$0	\$0	\$3,102,013	\$3,102,013	\$3,102,013	\$9,899,992	\$3,780,016

Total surplus as a percentage of 2025 Expenses	20.24%	10.71%	9.86%
ASO as a percentage of 2025 Expenses	4.83%	4.83%	4.83%

**DETAILS OF RESERVES AND
MAXIMUM OPERATING RESERVE LIMIT EXEMPTION CRITERIA
for the Year Ending August 31, 2024**

This template is designed to provide information about your school jurisdiction's reserves and to assist you in determining if you need to submit a letter requesting an exemption to exceed the maximum limit of Operating Reserves to the Minister. It has been split in to two parts, exemptions (Row 20 - 45) and transfers between operating and capital reserves (Row 46 - 61).

As per the 2023/24 Funding Manual, a formal request for an exemption to exceed the 2023/24 maximum operating reserve must be approved by the board and submitted to the Minister. If a reserve request to exceed the limit is required, please submit your formal letter by November 30, 2024. This tab should be attached as a supplement to your formal request. School jurisdictions who are projecting their 2023/24 operating reserves to be over their 2023/24 maximum limit, which is based on the school jurisdiction's 2023/24 system administration percentage (3.2% to 5%), must complete Section A. These school jurisdictions will only require an exemption for the 2023/24 school year and not in the 2024/25 school year, assuming the balance is still below 6% in 2024/25. School jurisdictions projecting 2023/24 operating reserves to be over their maximum limit for 2023/24 AND the new 2024/25 limit of 6% of total expenses must complete both Section A and B, as they will need to demonstrate when operating reserves will be drawn down below 6% over the subsequent school years. School jurisdictions who are projecting to be below their maximum limit in 2023/24 are not required to complete Section A or B.

If your school jurisdiction is projecting to transfer between operating and capital reserves for the 2023/24 and/or 2024/25 school year, please complete the section under Row 46. The transfer amounts reported should agree with the 'AOS' tab. Please note that a letter requesting Ministerial approval is required to transfer from Capital to Operating Reserves.

PART 1: EXEMPTIONS

		Amount
Estimated Accumulated Surplus/(Deficit) from Operations as at Aug. 31, 2024		\$ 3,314,804
Less: School Generated Funds in Operating Reserves (from 2022/23 AFS)		\$ 1,179,724
Estimated 2023/24 Operating Reserves	3.35%	\$ 2,135,080
Maximum 2023/24 Operating Reserve Limit	3.96%	\$ 2,518,226
Estimated 2023/24 Operating Reserves Over Maximum Limit		\$ (383,145)

SECTION A: (MAX LIMIT EXEMPTION CRITERIA)

Please provide **detailed rationale** and planned usage for operating reserves in excess of the 2023/24 maximum: \$ 383,145

Please note that this does not constitute as a Ministerial request for approval. An exemption request letter submitted to the Minister is still required for an exemption for the 2023/24 school year.

SECTION B: (MAX LIMIT EXEMPTION CRITERIA)

If estimated 2023/24 operating reserves are greater than 6.0%, provide a detailed drawdown plan to illustrate how and when the reserve balance will be below 6.0%. However, if your 2023/24 operating reserve balance is 6.0% or greater, but you anticipate that the 2024/25 balance will be less than 6.0% or you do not plan to request an exemption, you are not required to complete Section B. Please indicate this in the response under Section A.

	2024/25	2025/26	2026/27	Additional Comments
Opening operating reserve balance	\$ 2,135,080	\$ 2,135,080	\$ 2,135,080	
[Itemized description for increase/(decrease) to reserves]				
[Itemized description for increase/(decrease) to reserves]				
[Itemized description for increase/(decrease) to reserves]				
[Itemized description for increase/(decrease) to reserves]				
[Itemized description for increase/(decrease) to reserves]				
	\$ 2,135,080	\$ 2,135,080	\$ 2,135,080	
	3.35%	3.35%	3.35%	

PART 2: TRANSFERS BETWEEN OPERATING AND CAPITAL RESERVES

Please report the projected amounts and detailed rationale for transfers between operating reserves and capital reserves for the 2023/24 and 2024/25 school year. The net transfer between operating and capital reserves should agree the amounts reported in the 'AOS' tab. (Note: Ministerial approval is required to transfer from Capital to Operating Reserves):

	2023-24	Detailed Rationale
Projected Transfer from Operating to Capital Reserves (Please enter a negative amount)	\$ (1,129,916)	Unsupported Amortization for Assets Replacement
Projected Transfer from Capital to Operating Reserves (Please enter a positive amount)	\$ -	
Net Transfer Between Operating and Capital Reserves	\$ (1,129,916)	

	2024-25	Detailed Rationale
Projected Transfer from Operating to Capital Reserves (Please enter a negative amount)	\$ (1,135,350)	Unsupported Amortization for Assets Replacement
Projected Transfer from Capital to Operating Reserves (Please enter a positive amount)	\$ -	
Net Transfer Between Operating and Capital Reserves	\$ (1,135,350)	

PROJECTED STUDENT STATISTICS
FULL TIME EQUIVALENT (FTE) ENROLLED STUDENTS

Budgeted **Actual** **Actual**
2024/2025 **2023/2024** **2022/2023**
(Note 2)

Grades 1 to 12Eligible Funded Students:

Grades 1 to 9	2,947	2,981	3,052	Head count
Grades 10 to 12	1,188	1,190	1,148	Head count
Total	4,135	4,171	4,200	Grade 1 to 12 students eligible for base instruction funding from Alberta Education.
Percentage Change	-0.9%	-0.7%		If +/- 3% variance change from 2024/25 budget, please provide explanation here.

Other Students:

Total	-	-	-	Note 3
Total Net Enrolled Students	4,135	4,171	4,200	
Home Ed Students	-	2	-	Note 4
Total Enrolled Students, Grades 1-12	4,135	4,173	4,200	
Percentage Change	-0.9%	-0.6%		

Of the Eligible Funded Students:

Students with Severe Disabilities	231	198	187	FTE of students with severe disabilities as reported by the board via PASI.
Students with Mild/Moderate Disabilities	33	-	36	FTE of students identified with mild/moderate disabilities as reported by the board via PASI.

EARLY CHILDHOOD SERVICES (ECS)

Eligible Funded Children	336	316	346	ECS children eligible for ECS base instruction funding from Alberta Education.
Other Children	-	-	-	ECS children not eligible for ECS base instruction funding from Alberta Education.
Total Enrolled Children - ECS	336	316	346	
Program Hours	760	760	760	Minimum program hours is 475 Hours
FTE Ratio	0.800	0.800	0.800	Actual hours divided by 950
FTE's Enrolled, ECS	269	253	277	
Percentage Change	6.3%	-8.7%		If +/- 3% variance change from 2024/25 budget, please provide explanation here.

Home Ed Students	-	2	-	Note 4
Total Enrolled Students, ECS	336	318	346	
Percentage Change	5.7%	-8.1%		

Of the Eligible Funded Children:

Students with Severe Disabilities (PUF)	67	40	40	FTE of students with severe disabilities as reported by the board via PASI.
Students with Mild/Moderate Disabilities	22	24	36	FTE of students identified with mild/moderate disabilities as reported by the board via PASI.

NOTES:

- 1) Enrolment is to be completed WHEREVER APPLICABLE and are 'as at September 30th' for each year.
- 2) Budgeted enrolment is to be based on best information available at time of the 2024/2025 budget report preparation.
- 3) Other Grade 1 to 12 students that are not eligible for base instruction funding from Alberta Education include First Nations students living on reserves for which tuition fee payments are made from Band or AANDC (Code 330), students younger than 5 1/2 or older than 20, and out-of-province and foreign students.
- 4) Because they are funded separately, Home Education students are not included with total net enrolled students. Home Education Kindergartens, under ECS, do not apply to charter schools.

PROJECTED STAFFING STATISTICS FULL TIME EQUIVALENT (FTE) PERSONNEL

	Budget 2024/25		Actual 2023/24		Actual 2022/23		Notes
	Total	Union Staff	Total	Union Staff	Total	Union Staff	
CERTIFICATED STAFF							
School Based	250	250	245	245	247	247	Teacher certification required for performing functions at the school level.
Non-School Based	7	4	7	7	8	5	Teacher certification required for performing functions at the system/central office level.
Total Certificated Staff FTE	257.0	254.0	252.0	252.0	254.7	251.7	FTE for personnel possessing a valid Alberta teaching certificate or equivalency.
Percentage Change	2.0%		-1.1%		0.9%		If +/- 3% variance change from 2024/25 budget, please provide explanation here.
If an average standard cost is used, please disclose rate:	110,955		109,002		106,000		
Student F.T.E. per certificated Staff	17,3968872		1782%		1785%		

Certificated Staffing Change due to:

	-						If there is a negative change impact, the small class size initiative is to include any/all teachers retained.
Enrolment Change	-	-					
Other Factors	5	-					Filled Positions and 4-day Kindergarten to 5-day Kindergarten
Total Change	5.0	-					Year-over-year change in Certificated FTE

Breakdown, where total change is Negative:

Continuous contracts terminated	-	-					FTEs
Non-permanent contracts not being renewed	-	-					FTEs
Other (retirement, attrition, etc.)	-	-					
Total Negative Change in Certificated FTEs	-	-					Breakdown required where year-over-year total change in Certificated FTE is 'negative' only.

Please note that the information in the section below only includes Certificated Number of Teachers (not FTEs):

Certificated Number of Teachers

Permanent - Full time	206	206	194	194	200	200
Permanent - Part time	9	9	7	7	7	7
Probationary - Full time	18	18	35	35	37	37
Probationary - Part time	1	1	5	5	3	3
Temporary - Full time	9	9	14	14	10	10
Temporary - Part time	3	3	5	5	5	5

NON-CERTIFICATED STAFF

Instructional - Education Assistants	71	71	78	78	90	90	Personnel support students as part of a multidisciplinary team with teachers and other support personnel to provide meaningful instruction
Instructional - Other non-certificated instruction	62	33	55	55	46	29	Personnel providing instruction support for schools under 'Instruction' program areas other than EAs
Operations & Maintenance	7	6	8	6	8	6	Personnel providing support to maintain school facilities
Transportation - Bus Drivers Employed	42	-	41	-	34	34	Bus drivers employed, but not contracted
Transportation - Other Staff	8	4	7	4	7	4	Other personnel providing direct support to the transportation of students to and from school other than bus drivers employed
Other	31	12	26	14	25	13	Personnel in System Admin. and External service areas.
Total Non-Certificated Staff FTE	221.1	125.8	215.6	157.3	210.0	176.0	FTE for personnel not possessing a valid Alberta teaching certificate or equivalency.
Percentage Change	2.6%		2.7%		5.3%		

Explanation of Changes to Non-Certificated Staff:

Additional Information

Are non-certificated staff subject to a collective agreement?

Yes	
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Please provide terms of contract for 2023/24 and future years for non-certificated staff subject to a collective agreement along with the number of qualifying staff FTE's.