

BUDGET REPORT FOR THE YEAR ENDING AUGUST 31, 2025

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

1250 The Fort Vermilion School Division
Legal Name of School Jurisdiction

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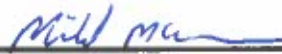
BOARD CHAIR

Mr. Marc Beland
Name


Signature

SUPERINTENDENT

Mr. Michael McMann
Name


Signature

SECRETARY TREASURER or TREASURER

Mr. Norman Buhler
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
Pink	Populated from data entered in this template (i.e. other tabs)
Green	Populated based on information previously submitted to Alberta Education

Grey	No entry required - the cell is protected.
White	Calculation cells. These are protected and cannot be changed.
Yellow	Flags to draw attention to sections requiring entry depending on other parts of the

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 Fort Vermilion School Division is presenting a deficit budget for the 2024-25 fiscal year due to ARO accretion. We are accessing our accumulated capital reserve by \$431,094 for the evergreening of our school buses.

We project an enrolment increase of 3.4% based on Divisional trends as well as anticipation of student growth due to our Collegiate.

Our expenditures are increasing in all areas from staffing to supplies. One notable areas is our property insurance costs are over \$800,000 higher than a comparable average board in ARMIC. We again request support in this area so that we can maintain our level of instructional support in the classroom.

The budget continues to focus on our three-year education plan with the key priorities of Literacy, Numeracy, Connectivity and Career Path.

Significant Business and Financial Risks:

While First Nation tuition receivables are in a good position when compared to the past ten plus years, it continues to be a potential area of risk for the Fort Vermilion School Division.

We continue to have concerns in regards to the leveling of teacher salaries throughout the Province and what impact this has on our ability to recruit and retain our teaching staff. In the current school year, we had 51 new school based teaching staff turnover, which represents 24% of our staff. We again are challenged to recruit new staff to the most northwest region of the Province.

In the past five years we saw a significant increase in our insurance policy costs and we are again projecting high insurance costs in 2024-25. Thankfully in the past four years Alberta Education assisted FVSD to mitigate this significant increase. Insurance costs for the upcoming year will not be known prior to the budget finalization.

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	\$ 53,320,640	\$50,636,306	\$50,971,319
Federal Government and First Nations	\$ 6,246,543	\$6,067,849	\$5,645,600
Property taxes	\$ -	\$0	\$0
Fees	\$ 100,000	\$100,000	\$101,401
Sales of services and products	\$ 1,861,475	\$1,054,718	\$1,306,003
Investment income	\$ 200,000	\$275,000	\$554,201
Donations and other contributions	\$ 600,000	\$750,000	\$601,857
Other revenue	\$ 350,000	\$325,000	\$404,470
TOTAL REVENUES	\$62,678,658	\$59,208,873	\$59,584,851
EXPENSES			
Instruction - ECS	\$ 1,692,669	\$1,628,235	\$1,400,897
Instruction - Grade 1 to 12	\$ 43,206,529	\$41,134,491	\$40,890,547
Operations & maintenance	\$ 9,654,655	\$8,613,375	\$8,205,136
Transportation	\$ 4,838,889	\$4,325,965	\$4,185,657
System Administration	\$ 2,196,285	\$2,308,824	\$2,665,768
External Services	\$ 1,172,631	\$1,197,983	\$1,107,478
TOTAL EXPENSES	\$62,761,658	\$59,208,873	\$58,455,483
ANNUAL SURPLUS (DEFICIT)	(\$83,000)	\$0	\$1,129,368

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	\$ 22,380,393	\$21,546,359	\$21,148,308
Certificated benefits	\$ 4,973,367	\$4,849,294	\$4,833,493
Non-certificated salaries and wages	\$ 14,072,247	\$13,579,706	\$13,036,329
Non-certificated benefits	\$ 3,365,958	\$3,186,660	\$2,767,208
Services, contracts, and supplies	\$ 12,517,812	\$12,355,738	\$13,429,030
Capital and debt services			
Amortization of capital assets			
Supported	\$ 3,994,975	\$2,374,610	\$2,067,205
Unsupported	\$ 1,373,906	\$1,213,909	\$1,071,312
Interest on capital debt			
Supported	\$ -	\$0	\$0
Unsupported	\$ -	\$0	\$0
Other interest and finance charges	\$ -	\$0	\$0
Losses on disposal of capital assets	\$ -	\$0	\$0
Other expenses	\$ 83,000	\$102,597	\$102,598
TOTAL EXPENSES	\$62,761,658	\$59,208,873	\$58,455,483

BUDGETED SCHEDULE OF PROGRAM OPERATIONS
for the Year Ending August 31

		Approved Budget 2024/2025							Actual Audited 2022/23
REVENUES	Instruction		Operations and Maintenance		Transportation	System Administration	External Services	TOTAL	TOTAL
	ECS	Grade 1 to 12							
(1) Alberta Education	\$ 1,281,704	\$ 38,251,835	\$ 3,808,216	\$ 3,215,340	\$ 2,711,348	\$ -	\$ -	\$ 49,268,443	\$ 49,080,585
(2) Alberta Infrastructure - non remediation	\$ -	\$ -	\$ 3,994,975	\$ -	\$ -	\$ -	\$ -	\$ 3,994,975	\$ 1,833,512
(3) Alberta Infrastructure - remediation	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
(4) Other - Government of Alberta	\$ -	\$ 57,222	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 57,222	\$ 57,222
(5) Federal Government and First Nations	\$ 58,766	\$ 3,802,157	\$ 459,600	\$ 365,000	\$ 388,389	\$ 1,172,631	\$ -	\$ 6,246,543	\$ 5,645,600
(6) Other Alberta school authorities	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
(7) Out of province authorities	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
(8) Alberta municipalities-special tax levies	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
(9) Property taxes	\$ -	\$ 100,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 100,000	\$ 101,401
(10) Fees	\$ -	\$ 541,475	\$ -	\$ 1,320,000	\$ -	\$ -	\$ -	\$ 1,861,475	\$ 1,306,003
(11) Sales of services and products	\$ 4,373	\$ 141,430	\$ 28,098	\$ 15,987	\$ 10,112	\$ -	\$ -	\$ 200,000	\$ 554,201
(12) Investment income	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 7,415
(13) Gifts and donations	\$ -	\$ -	\$ 350,000	\$ -	\$ -	\$ -	\$ -	\$ 350,000	\$ 364,757
(14) Rental of facilities	\$ -	\$ 600,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 600,000	\$ 594,442
(15) Fundraising	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 39,713
(16) Gains on disposal of tangible capital assets	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
(17) Other	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
(18) TOTAL REVENUES	\$ 1,344,843	\$ 43,494,119	\$ 8,640,889	\$ 4,916,327	\$ 3,109,849	\$ 1,172,631	\$ 62,678,658	\$ 59,584,851	
EXPENSES									
(19) Certificated salaries	\$ 1,016,888	\$ 20,254,745	\$ -	\$ -	\$ 416,318	\$ 692,442	\$ 22,380,393	\$ 21,148,308	
(20) Certificated benefits	\$ 140,945	\$ 4,673,677	\$ -	\$ -	\$ 62,773	\$ 95,972	\$ 4,973,367	\$ 4,833,493	
(21) Non-certificated salaries and wages	\$ 396,264	\$ 8,289,232	\$ 1,934,384	\$ 2,353,514	\$ 888,969	\$ 209,884	\$ 14,072,247	\$ 13,036,329	
(22) Non-certificated benefits	\$ 108,572	\$ 1,875,789	\$ 387,986	\$ 690,533	\$ 243,124	\$ 59,954	\$ 3,365,958	\$ 2,767,208	
(23) SUB - TOTAL	\$ 1,662,669	\$ 35,093,443	\$ 2,322,370	\$ 3,044,047	\$ 1,611,184	\$ 1,058,252	\$ 44,791,965	\$ 41,785,338	
(24) Services, contracts and supplies	\$ 30,000	\$ 6,902,771	\$ 3,774,893	\$ 1,157,293	\$ 538,476	\$ 114,379	\$ 12,517,812	\$ 13,429,030	
(25) Amortization of supported tangible capital assets	\$ -	\$ 1,062,314	\$ 2,932,661	\$ -	\$ -	\$ -	\$ 3,994,975	\$ 2,067,205	
(26) Amortization of unsupported tangible capital assets	\$ -	\$ 148,001	\$ 483,458	\$ 637,549	\$ 44,626	\$ -	\$ 1,313,634	\$ 1,011,040	
(27) Amortization of supported ARO tangible capital assets	\$ -	\$ -	\$ -	\$ -	\$ 714	\$ -	\$ 60,272	\$ 60,272	
(28) Amortization of unsupported ARO tangible capital assets	\$ -	\$ -	\$ 81,715	\$ -	\$ 1,285	\$ -	\$ 83,000	\$ 102,598	
(29) Accretion expenses	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
(30) Supported interest on capital debt	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
(31) Unsupported interest on capital debt	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
(32) Other interest and finance charges	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
(33) Losses on disposal of tangible capital assets	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
(34) Other expense	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
(35) TOTAL EXPENSES	\$ 1,692,669	\$ 43,206,529	\$ 9,654,655	\$ 4,838,889	\$ 2,196,285	\$ 1,172,631	\$ 62,761,658	\$ 58,455,483	
(36) OPERATING SURPLUS (DEFICIT)	\$ (347,826)	\$ 287,590	\$ (1,013,766)	\$ 77,438	\$ 913,564	\$ -	\$ (83,000)	\$ 1,129,368	

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

	Approved Budget 2024/2025	Approved Budget 2023/2024	Actual 2022/2023
FEEs			
TRANSPORTATION	\$0	\$0	\$39,378
BASIC INSTRUCTION SUPPLIES (Instructional supplies, & materials)	\$0	\$0	\$0
LUNCHROOM SUPERVISION & NOON HOUR ACTIVITY FEES	\$0	\$0	\$0
FEEs TO ENHANCE BASIC INSTRUCTION			
Technology user fees	\$0	\$0	\$0
Alternative program fees	\$0	\$0	\$0
Fees for optional courses	\$0	\$0	\$0
ECS enhanced program fees	\$0	\$0	\$0
Activity fees	\$0	\$0	\$0
Other fees to enhance education (Describe here)	\$0	\$0	\$0
NON-CURRICULAR FEES			
Extra-curricular fees	\$100,000	\$100,000	\$101,401
Non-curricular goods and services	\$0	\$0	\$0
Non-curricular travel	\$0	\$0	\$0
OTHER FEES (Describe here)	\$0	\$0	\$0
TOTAL FEES	\$100,000	\$100,000	\$140,779

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	\$200,000	\$200,000	\$191,466
Special events	\$0	\$0	\$0
Sales or rentals of other supplies/services	\$0	\$0	\$0
International and out of province student revenue	\$0	\$0	\$0
Adult education revenue	\$0	\$0	\$0
Preschool	\$0	\$0	\$0
Child care & before and after school care	\$0	\$0	\$0
Lost item replacement fees	\$0	\$0	\$0
Other (describe) 0	\$0	\$0	\$0
Other (describe) 0	\$0	\$0	\$0
Other (describe) 0	\$0	\$0	\$0
Other (describe) Other sales (describe here)	\$0	\$0	
Other (describe) Other sales (describe here)	\$0	\$0	
TOTAL	\$200,000	\$200,000	\$191,466

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	\$21,738,156	\$16,011,976	\$0	\$4,191,646	\$0	\$4,191,646	\$1,534,534
2023/2024 Estimated impact to AOS for:							
Prior period adjustment	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Estimated surplus/deficit	(\$233,686)			(\$233,686)	(\$233,686)		
Estimated board funded capital asset additions		\$1,848,660		(\$1,848,660)	(\$1,848,660)		
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)		(\$3,610,057)		\$3,610,057	\$3,610,057		
Estimated capital revenue recognized - Alberta Education		\$259,570		(\$259,570)	(\$259,570)		
Estimated capital revenue recognized - Alberta Infrastructure		\$2,136,642		(\$2,136,642)	(\$2,136,642)		
Estimated capital revenue recognized - Other GOA		\$0		\$0	\$0		
Estimated capital revenue recognized - Other sources		\$0		\$0	\$0		
Budgeted amortization of ARO tangible capital assets		(\$60,272)		\$60,272	\$60,272		
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	\$0	\$0	\$0
Estimated unsupported debt principal repayment		\$0		\$0	\$0		
Estimated reserve transfers (net)		\$0		\$0	\$0	(\$808,229)	\$0
Estimated assumptions/transfers of operations - capital lease addition	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Estimated Balances for August 31, 2024	\$21,504,470	\$16,586,519	\$0	\$3,383,417	\$0	\$3,383,417	\$1,534,534
2024/25 Budget projections for:							
Budgeted surplus/deficit	(\$83,000)			(\$83,000)	(\$83,000)		
Projected board funded tangible capital asset additions		\$1,722,000		(\$1,722,000)	(\$1,722,000)		
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)		(\$5,308,609)		\$5,308,609	\$5,308,609		
Budgeted capital revenue recognized - Alberta Education		\$280,361		(\$280,361)	(\$280,361)		
Budgeted capital revenue recognized - Alberta Infrastructure		\$3,714,614		(\$3,714,614)	(\$3,714,614)		
Budgeted capital revenue recognized - Other GOA		\$0		\$0	\$0		
Budgeted capital revenue recognized - Other sources		\$0		\$0	\$0		
Budgeted amortization of ARO tangible capital assets		(\$60,272)		\$60,272	\$60,272		
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	\$0	\$0	\$0
Budgeted unsupported debt principal repayment		\$0		\$0	\$0		
Projected reserve transfers (net)		\$0		\$0	\$0		
Projected assumptions/transfers of operations - capital lease addition	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Projected Balances for August 31, 2025	\$21,421,470	\$16,934,613	\$0	\$3,383,417	\$0	\$3,383,417	\$1,103,440

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 31-Aug-2025	31-Aug-2027	31-Aug-2025	31-Aug-2027	31-Aug-2025	31-Aug-2027
Projected opening balance	\$0	\$0	\$3,383,417	\$3,384,014	\$1,534,634	\$1,103,440
Projected excess of revenues over expenses (surplus only)	\$0	\$0	\$0	\$0	\$0	\$0
Budgeted excess of board funded TCA and ARO TCA	\$0	\$0	\$0	\$0	\$0	\$0
Budgeted amortization of capital assets (expense)	\$5,368,681	\$5,352,050	\$0	\$0	\$0	\$0
Budgeted capital revenue recognized, including ARO assets amortization	(\$3,984,975)	(\$3,939,598)	\$0	\$0	\$0	\$0
Budgeted changes in Endowments	\$0	\$0	\$0	\$0	\$0	\$0
Budgeted board funded ARO liabilities - recognition	\$0	\$0	\$0	\$0	\$0	\$0
Budgeted board funded ARO liabilities - remission	\$0	\$0	\$0	\$0	\$0	\$0
Budgeted unsupported debt principal repayment	\$0	\$0	\$0	\$0	\$0	\$0
Projected reserves transfers (net)	\$431,094	(\$99,452)	\$0	\$99,452	(\$431,094)	\$0
Projected assumptions/transfers of operations	\$0	\$0	\$0	\$0	\$0	\$0
Increase in (use of) school generated funds	\$0	\$0	\$0	\$0	\$0	\$0
New school start-up costs	\$0	\$0	\$0	\$0	\$0	\$0
Decentralized school reserves	\$0	\$0	\$0	\$0	\$0	\$0
Non-recurring certified remuneration	\$0	\$0	\$0	\$0	\$0	\$0
Non-recurring non-certified remuneration	\$0	\$0	\$0	\$0	\$0	\$0
Non-recurring contracts, supplies & services	\$0	\$0	\$0	\$0	\$0	\$0
Professional development, training & support	\$0	\$0	\$0	\$0	\$0	\$0
Transportation Expenses	\$0	\$0	\$0	\$0	\$0	\$0
Operelions & maintenance	\$0	\$0	\$0	\$0	\$0	\$0
Increased insurance costs - unsupported	\$0	\$0	\$0	\$0	\$0	\$0
English language learners	\$0	\$0	\$0	\$0	\$0	\$0
System Administration	\$0	\$0	\$0	\$0	\$0	\$0
OH&S / wellness programs	\$0	\$0	\$0	\$0	\$0	\$0
B & S administration organization / reorganization	\$0	\$0	\$0	\$0	\$0	\$0
Debt repayment	\$0	\$0	\$0	\$0	\$0	\$0
POM expenses	\$0	\$0	\$0	\$0	\$0	\$0
Non-salary related programming costs (explain)	\$0	\$0	\$0	\$0	\$0	\$0
Repairs & maintenance - School building & land	\$0	\$0	\$0	\$0	\$0	\$0
Repairs & maintenance - Technology	\$0	\$0	\$0	\$0	\$0	\$0
Repairs & maintenance - Vehicle & transportation	\$0	\$0	\$0	\$0	\$0	\$0
Repairs & maintenance - Administration building	\$0	\$0	\$0	\$0	\$0	\$0
Repairs & maintenance - POM building & equipment	\$0	\$0	\$0	\$0	\$0	\$0
Repairs & maintenance - Other (explain)	\$0	\$0	\$0	\$0	\$0	\$0
Capital costs - School land & building	(\$500,000)	\$0	\$0	\$0	\$0	\$0
Capital costs - School modular & additions	\$0	\$0	\$0	\$0	\$0	\$0
Capital costs - School modular & additions	\$0	\$0	\$0	\$0	\$0	\$0
Capital costs - School building partnership projects	\$0	\$0	\$0	\$0	\$0	\$0
Capital costs - Technology	\$0	\$0	\$0	\$0	\$0	\$0
Capital costs - Vehicle & transportation	\$0	\$0	\$0	\$0	\$0	\$0
Capital costs - Administration building	(\$822,000)	(\$970,000)	\$0	\$0	\$0	\$0
Capital costs - POM building & equipment	\$0	\$0	\$0	\$0	\$0	\$0
Capital costs - Furniture & Equipment	\$0	\$0	\$0	\$0	\$0	\$0
Capital costs - Other	(\$400,000)	(\$400,000)	\$0	\$0	\$0	\$0
Building leases	\$0	\$0	\$0	\$0	\$0	\$0
Accrual expense	\$0	\$0	\$0	\$0	\$0	\$0
Other 2 - please use this row only if no other row is appropriate	(\$83,000)	(\$83,000)	\$0	\$0	\$0	\$0
Other 3 - please use this row only if no other row is appropriate	\$0	\$0	\$0	\$0	\$0	\$0
Other 4 - please use this row only if no other row is appropriate	\$0	\$0	\$0	\$0	\$0	\$0
Estimated closing balance for operating contingency	\$0	\$0	\$3,383,417	\$3,384,014	\$1,103,440	\$1,103,440

Total surplus as a percentage of 2025 Expenses 7.15% 7.12% 7.28%
ASO as a percentage of 2025 Expenses 5.39% 5.36% 5.57%

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		\$ 3,383,417	
Less: School Generated Funds in Operating Reserves (from 2022/23 AFS)		\$ 443,932	
Estimated 2023/24 Operating Reserves	5.03%	\$ 2,939,485	
Maximum 2023/24 Operating Reserve Limit	4.68%	\$ 2,737,179	
Estimated 2023/24 Operating Reserves Over Maximum Limit		\$ 202,306	Complete section A below.

SECTION A: (MAX LIMIT EXEMPTION CRITERIA)

Please provide detailed rationale and planned usage for operating reserves in excess of the 2023/24 maximum \$ 202,306

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.

As per our 2022 - 2023 AFS we had External Services accumulated surplus of \$308,120 which should be excluded. Based on this our estimated 2023 - 2024 Operating Reserves would be \$2,631,365 or 4.5% which is below the maximum Operating Reserve limit.

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	
Opening operating reserve balance	\$ 2,939,485	\$ 2,939,485	\$ 2,939,485	
[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]				
	\$ 2,939,485	\$ 2,939,485	\$ 2,939,485	
	5.03%	5.03%	5.03%	

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	
Projected Transfer from Operating to Capital Reserves (Please enter a negative amount)	\$ -	Detailed Rationale
Projected Transfer from Capital to Operating Reserves (Please enter a positive amount)	\$ -	
Net Transfer Between Operating and Capital Reserves	\$ -	

	2024-25	
Projected Transfer from Operating to Capital Reserves (Please enter a negative amount)	\$ -	Detailed Rationale
Projected Transfer from Capital to Operating Reserves (Please enter a positive amount)	\$ 431,094	Purchase of school buses
Net Transfer Between Operating and Capital Reserves	\$ 431,094	

PROJECTED STUDENT STATISTICS
FULL TIME EQUIVALENT (FTE) ENROLLED STUDENTS

	Budgeted 2024/2025 (Note 2)	Actual 2023/2024	Actual 2022/2023	
Grades 1 to 12				
<u>Eligible Funded Students:</u>				
Grades 1 to 9	2,141	2,105	2,102	Head count
Grades 10 to 12	711	622	572	Head count
Total	2,852	2,727	2,674	Grade 1 to 12 students eligible for base instruction funding from Alberta Education.
Percentage Change	4.6%	2.0%		Anticipating enrolment increase due to Collegiate starting in 2024-2025
<u>Other Students:</u>				
Total	360	361	369	Note 3
Total Net Enrolled Students	3,212	3,088	3,043	
Home Ed Students	152	165	148	Note 4
Total Enrolled Students, Grades 1-12	3,364	3,253	3,191	
Percentage Change	3.4%	1.9%		
<u>Of the Eligible Funded Students:</u>				
Students with Severe Disabilities	97	100	93	FTE of students with severe disabilities as reported by the board via PASI.
Students with Mild/Moderate Disabilities	336	332	340	FTE of students identified with mild/moderate disabilities as reported by the board via PASI.
EARLY CHILDHOOD SERVICES (ECS)				
Eligible Funded Children	260	290	269	ECS children eligible for ECS base instruction funding from Alberta Education.
Other Children	12	17	14	ECS children not eligible for ECS base instruction funding from Alberta Education.
Total Enrolled Children - ECS	272	307	283	
Program Hours	475	475	475	Minimum program hours is 475 Hours
FTE Ratio	0.500	0.500	0.500	Actual hours divided by 950
FTE's Enrolled, ECS	136	154	142	
Percentage Change	-11.4%	8.5%		Conservative projection of ECS students based on data available
Home Ed Students	14	16		Note 4
Total Enrolled Students, ECS	286	323	283	
Percentage Change	-11.3%	14.0%		
<u>Of the Eligible Funded Children:</u>				
Students with Severe Disabilities (PUF)	34	39	36	FTE of students with severe disabilities as reported by the board via PASI.
Students with Mild/Moderate Disabilities	12	11	13	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	209	209	212	212	208	208	Teacher certification required for performing functions at the school level
Non-School Based	6	-	6	-	6	-	Teacher certification required for performing functions at the system/central office level.
Total Certificated Staff FTE	215.6	209.4	218.3	212.1	214.5	208.3	FTE for personnel possessing a valid Alberta teaching certificate or equivalency.
Percentage Change	-1.2%		1.8%		0.5%		
If an average standard cost is used, please disclose rate:	-		-		-		
Student F.T.E. per certificated Staff	16.9283395		1638%		1620%		

Certificated Staffing Change due to:

Please Allocate Below	(2.7)						If there is a negative change impact, the small class size initiative is to include any/all teachers retained.
Enrolment Change	-						
Other Factors	(3)	(3)					Reduction in staffing due to financial pressures
Total Change	(2.7)	(2.7)					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.)	(3)	-					Reduction was through retirement and attrition
Total Negative Change in Certificated FTEs	(2.7)	-					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	181	176	159	154	158	158
Permanent - Part time	10	8	11	9	7	7
Probationary - Full time	27	27	46	46	32	32
Probationary - Part time	1	1	3	3	2	2
Temporary - Full time	-	-	4	4	11	11
Temporary - Part time	-	-	-	-	2	2

NON-CERTIFICATED STAFF

Instructional - Education Assistants	114	-	119	-	126	-	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	-	60	-	53	-	Personnel providing instruction support for schools under 'Instruction' program areas other than EAs
Operations & Maintenance	33	-	32	-	31	-	Personnel providing support to maintain school facilities
Transportation - Bus Drivers Employed	48	-	45	-	45	-	Bus drivers employed, but not contracted
Transportation - Other Staff	9	-	8	-	8	-	Other personnel providing direct support to the transportation of students to and from school other than bus drivers employed
Other	13	-	15	-	16	-	Personnel in System Admin. and External service areas
Total Non-Certificated Staff FTE	278.0	-	279.5	-	278.8	-	FTE for personnel not possessing a valid Alberta teaching certificate or equivalency.
Percentage Change	-0.5%		0.3%		-0.3%		

Explanation of Changes to Non-Certificated Staff:

Minimal changes to non-certificated staffing with slight increase and decreases in various categories. Overall only a 1.5 FTE reduction from the 2023-2024 fiscal year.

Additional Information

Are non-certificated staff subject to a collective agreement?

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.