

**BUDGET  
REPORT  
FOR THE YEAR ENDING AUGUST 31, 2025**

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

**4077 The Greater St. Albert Roman Catholic Separate School Division**

**Legal Name of School Jurisdiction**

6 St. Vital Avenue St. Albert AB AB T8N 1K2; 780-459-7711; ipaulik@gsacrd.ab.ca

**Contact Address, Telephone & Email Address**

**BOARD CHAIR**

Mrs. Lydia Yeomans

Name



Signature

**SUPERINTENDENT**

Dr. Clint Moroziuk

Name



Signature

**SECRETARY TREASURER or TREASURER**

Mrs. Iva Paulik

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 27, 2024  
Date**

c.c. Alberta Education  
Financial Reporting & Accountability Branch  
8th Floor Commerce Place, 10155-102 Street, Edmonton AB T5J 4L5  
E-MAIL: EDC.FRA@gov.ab.ca

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## Legend:

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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 su

## 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 2024-2025 budget shows a deficit of \$427K, of which \$230K is attributed to the amortization expense for the Asset Retirement Obligation (ARO). Stabilization Grant was not entirely eliminated; rather it was reduced by 25%, which positively impacted staffing levels. The Division lost approximately \$400K in revenues when compared to 2023-2024. There were no changes to the Funding Framework rates.

Alberta Education revenues are based on the funded student enrolment projected to be 5,548 in 24-25. The Alberta Education Profile WMA is 5,476 funded students.

Staff is estimated to be 476 FTE (23-24 - 453 FTE) for both certificated and uncertificated staff.

School allocations are based on projected enrolment rather than a moving weighted average enrolment (increased by 83 students);

Average certificated salary and benefits are estimated to be \$110,226 (23-24 - \$110,261);

Average uncertificated salary and benefits for educational assistants are estimated to be \$54,960 (23-24 - \$54,700); library technicians – \$59,434 (23-24 - \$57,500) and school office support (SOSI&II combined) are \$57,730 (23-24 - \$57,810).

**Significant Business and Financial Risks:**

A reduction of funding during very inflationary period.

September 30<sup>th</sup> student enrolment count may impact revenues and expenses;

Lack of funding for negotiated collective agreements (local ATA, CUPE, UNIFOR) and no extra funding for Maintenance and Exempt Staff);

Uncertainty around Insurance costs in light of wildfires;

Potential variances in management calculations of future income from school and transportation fees, extracurricular activities, field trips, donations and fundraising by schools and rental income from before and after school care programs housed in our schools;

Medium risk for short and long term sick leaves;

Challenges related to maneuvering through the 24-25 SY in light of the maximum limit on Operating Reserves and ongoing labour negotiations.

The Division cap on operating reserves in 24-25 will be calculated at 6% of the total 2023-2024 operating expenditures and is estimated at \$4.4 million.

The Division continues to experience a lack of funding for specialized supports and services. This area was heavily reliant on extra funds received through Bridge Funding as well as the Stabilization Grant that has been in place since last year. The Stabilization Grant of \$1.2 million for 24-25 is greatly appreciated but will discontinue in 4 years. As it will be reduced each year by 25%, the Division will experience a large gap in funding. As a result, the Division would like to carry the maximum available operating reserves that could be used to offset the funding gap.

**BUDGETED STATEMENT OF OPERATIONS**  
for the Year Ending August 31

	Approved Budget 2024/2025	Approved Budget 2023/2024	Actual Audited 2022/2023
<b>REVENUES</b>			
Government of Alberta	\$ 57,120,303	\$56,885,451	\$59,048,111
Federal Government and First Nations	\$ 1,562,517	\$281,600	\$465,294
Property taxes	\$ 8,616,999	\$8,672,242	\$8,601,151
Fees	\$ 3,450,165	\$2,996,755	\$3,081,427
Sales of services and products	\$ 725,000	\$675,450	\$807,955
Investment income	\$ 240,000	\$240,000	\$581,261
Donations and other contributions	\$ 260,000	\$260,000	\$262,348
Other revenue	\$ 476,624	\$544,052	\$505,201
<b>TOTAL REVENUES</b>	<b>\$72,451,608</b>	<b>\$70,555,550</b>	<b>\$73,352,748</b>
<b>EXPENSES</b>			
Instruction - ECS	\$ 3,167,410	\$3,230,089	\$3,286,018
Instruction - Grade 1 to 12	\$ 53,004,246	\$50,863,289	\$50,880,615
Operations & maintenance	\$ 10,918,228	\$10,870,040	\$10,758,161
Transportation	\$ 2,736,195	\$2,679,872	\$2,757,668
System Administration	\$ 2,897,965	\$2,860,751	\$2,855,273
External Services	\$ 154,316	\$271,423	\$452,665
<b>TOTAL EXPENSES</b>	<b>\$72,878,360</b>	<b>\$70,775,464</b>	<b>\$70,990,400</b>
<b>ANNUAL SURPLUS (DEFICIT)</b>	<b>(\$426,752)</b>	<b>(\$219,914)</b>	<b>\$2,362,348</b>

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

	Approved Budget 2024/2025	Approved Budget 2023/2024	Actual Audited 2022/2023
<b>EXPENSES</b>			
Certificated salaries	\$ 31,393,975	\$31,027,323	\$31,268,970
Certificated benefits	\$ 7,611,134	\$7,514,887	\$7,349,605
Non-certificated salaries and wages	\$ 10,063,645	\$9,016,342	\$9,323,455
Non-certificated benefits	\$ 2,840,525	\$2,550,333	\$2,507,612
Services, contracts, and supplies	\$ 16,353,959	\$16,185,874	\$16,294,015
Capital and debt services			
Amortization of capital assets			
Supported	\$ 3,993,020	\$3,924,950	\$3,784,371
Unsupported	\$ 622,102	\$555,755	\$547,495
Interest on capital debt			
Supported	\$ -	\$0	\$0
Unsupported	\$ -	\$0	\$0
Other interest and finance charges	\$ -	\$0	\$0
Losses on disposal of capital assets	\$ -	\$0	\$24,424
Other expenses	\$ -	\$0	(\$109,547)
<b>TOTAL EXPENSES</b>	<b>\$72,878,360</b>	<b>\$70,775,464</b>	<b>\$70,990,400</b>

School Jurisdiction Code: 4077

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

REVENUES	Approved Budget 2024/2025							Actual Audited
	Instruction		Operations and Maintenance	Transportation	System Administration	External Services	TOTAL	TOTAL
	ECS	Grade 1 to 12						
(1) Alberta Education	\$ 2,433,947	\$ 38,714,095	\$ 7,298,915	\$ 2,414,973	\$ 2,515,374	\$ 110,226	\$ 53,487,530	\$ 55,583,882
(2) Alberta Infrastructure - non remediation	\$ -	\$ -	\$ 3,309,116	\$ -	\$ -	\$ -	\$ 3,309,116	\$ 3,145,615
(3) Alberta Infrastructure - remediation	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
(4) Other - Government of Alberta	\$ -	\$ 323,657	\$ -	\$ -	\$ -	\$ -	\$ 323,657	\$ 318,614
(5) Federal Government and First Nations	\$ -	\$ 1,562,517	\$ -	\$ -	\$ -	\$ -	\$ 1,562,517	\$ 465,294
(6) Other Alberta school authorities	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
(7) Out of province authorities	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
(8) Alberta municipalities-special tax levies	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
(9) Property taxes	\$ 344,680	\$ 8,272,319	\$ -	\$ -	\$ -	\$ -	\$ 8,616,999	\$ 8,601,151
(10) Fees	\$ 297,050	\$ 2,831,893	\$ -	\$ 321,222	\$ -	\$ -	\$ 3,450,165	\$ 3,081,427
(11) Sales of services and products	\$ -	\$ 725,000	\$ -	\$ -	\$ -	\$ -	\$ 725,000	\$ 807,955
(12) Investment income	\$ -	\$ 130,409	\$ -	\$ -	\$ 109,591	\$ -	\$ 240,000	\$ 581,261
(13) Gifts and donations	\$ -	\$ 132,000	\$ -	\$ -	\$ -	\$ -	\$ 132,000	\$ 134,495
(14) Rental of facilities	\$ -	\$ -	\$ 30,000	\$ -	\$ 230,000	\$ -	\$ 260,000	\$ 216,414
(15) Fundraising	\$ -	\$ 128,000	\$ -	\$ -	\$ -	\$ -	\$ 128,000	\$ 127,853
(16) Gains on disposal of tangible capital assets	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 12,000
(17) Other	\$ -	\$ 129,534	\$ -	\$ -	\$ 43,000	\$ 44,090	\$ 216,624	\$ 276,787
(18) TOTAL REVENUES	\$ 3,075,677	\$ 52,949,424	\$ 10,638,031	\$ 2,736,195	\$ 2,897,965	\$ 154,316	\$ 72,451,608	\$ 73,352,748
<b>EXPENSES</b>								
(19) Certificated salaries	\$ 1,671,577	\$ 28,993,991	\$ -	\$ -	\$ 595,981	\$ 132,426	\$ 31,393,975	\$ 31,268,970
(20) Certificated benefits	\$ 411,995	\$ 7,079,368	\$ -	\$ -	\$ 97,881	\$ 21,890	\$ 7,611,134	\$ 7,349,605
(21) Non-certificated salaries and wages	\$ 677,757	\$ 7,299,750	\$ 788,580	\$ 150,161	\$ 1,147,397	\$ -	\$ 10,063,845	\$ 9,323,455
(22) Non-certificated benefits	\$ 205,481	\$ 2,083,946	\$ 199,879	\$ 44,170	\$ 307,049	\$ -	\$ 2,840,525	\$ 2,507,612
(23) SUB - TOTAL	\$ 2,966,810	\$ 45,457,055	\$ 988,459	\$ 194,331	\$ 2,148,308	\$ 154,316	\$ 51,909,279	\$ 50,449,642
(24) Services, contracts and supplies	\$ 200,600	\$ 7,448,489	\$ 5,511,671	\$ 2,496,177	\$ 697,022	\$ -	\$ 16,353,959	\$ 16,294,015
(25) Amortization of supported tangible capital assets	\$ -	\$ -	\$ 3,993,020	\$ -	\$ -	\$ -	\$ 3,993,020	\$ 3,784,371
(26) Amortization of unsupported tangible capital assets	\$ -	\$ 98,702	\$ 194,881	\$ 45,687	\$ 52,635	\$ -	\$ 391,905	\$ 314,718
(27) Amortization of supported ARO tangible capital assets	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
(28) Amortization of unsupported ARO tangible capital assets	\$ -	\$ -	\$ 230,197	\$ -	\$ -	\$ -	\$ 230,197	\$ 232,777
(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	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 24,424
(34) Other expense	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 109,547
(35) TOTAL EXPENSES	\$ 3,167,410	\$ 53,004,246	\$ 10,918,228	\$ 2,736,195	\$ 2,897,965	\$ 154,316	\$ 72,878,360	\$ 70,990,400
(36) OPERATING SURPLUS (DEFICIT)	\$ (91,733)	\$ (54,822)	\$ (280,197)	\$ -	\$ -	\$ -	\$ (426,752)	\$ 2,362,348

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

	Approved Budget 2024/2025	Approved Budget 2023/2024	Actual 2022/2023
<b>FEES</b>			
TRANSPORTATION	\$321,222	\$315,820	\$494,660
BASIC INSTRUCTION SUPPLIES (Instructional supplies, & materials)	\$0	\$0	\$0
LUNCHROOM SUPERVISION & NOON HOUR ACTIVITY FEES (Mandatory)	\$121,778	\$105,131	\$110,153
FEES TO ENHANCE BASIC INSTRUCTION			
Technology user fees	\$88,540	\$75,325	\$73,781
Alternative program fees	\$1,663,300	\$1,481,637	\$1,222,716
Fees for optional courses	\$291,648	\$257,507	\$293,980
ECS enhanced program fees	\$297,050	\$228,150	\$306,824
Activity fees	\$434,364	\$337,046	\$342,542
Other fees to enhance education (Describe here)	\$60,916	\$59,837	\$43,693
NON-CURRICULAR FEES			
Extra-curricular fees	\$32,664	\$44,015	\$10,557
Non-curricular goods and services	\$48,200	\$78,287	\$78,652
Non-curricular travel	\$0	\$0	\$103,869
OTHER FEES Summer School	\$90,483	\$14,000	\$0
<b>TOTAL FEES</b>	<b>\$3,450,165</b>	<b>\$2,996,755</b>	<b>\$3,081,427</b>

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		\$36,373	\$45,261	\$21,684
Special events		\$144,665	\$180,017	\$137,356
Sales or rentals of other supplies/services		\$301,135	\$374,722	\$291,212
International and out of province student revenue		\$0	\$0	\$0
Adult education revenue		\$10,000	\$27,000	\$23,060
Preschool		\$0	\$48,450	\$76,316
Child care & before and after school care		\$0	\$0	\$0
Lost item replacement fees		\$0	\$0	\$0
Other (describe) Clubs & Teams: Fees, Tournaments, Wrapups		\$232,827	\$0	\$231,349
Other (describe) Other (Describe)		\$0	\$0	\$26,975
Other (describe) Fundraising for third parties		\$0	\$0	\$0
Other (describe) Other sales (describe here)		\$0	\$0	
Other (describe) Other sales (describe here)		\$0	\$0	
<b>TOTAL</b>		<b>\$725,000</b>	<b>\$675,450</b>	<b>\$807,952</b>

## 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	\$5,745,814	(\$3,957,249)	\$0	\$5,075,998	\$883,638	\$4,192,360	\$4,627,065
2023/2024 Estimated impact to AOS for:							
Prior period adjustment	\$0	\$0	\$0	(\$760,000)	(\$760,000)	\$0	\$760,000
Estimated surplus(deficit)	\$500,000			\$500,000	\$500,000		
Estimated board funded capital asset additions		\$4,449,592		(\$155,000)	(\$155,000)	\$0	(\$4,294,592)
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)		(\$4,364,209)		\$4,364,209	\$4,364,209		
Estimated capital revenue recognized - Alberta Education		\$683,904		(\$683,904)	(\$683,904)		
Estimated capital revenue recognized - Alberta Infrastructure		\$3,307,986		(\$3,307,986)	(\$3,307,986)		
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		(\$230,197)		\$230,197	\$230,197		
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)				(\$430,000)	(\$430,000)	\$0	\$430,000
Estimated assumptions/transfers of operations - capital lease addition	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Estimated Balances for August 31, 2024	\$6,245,814	(\$110,173)	\$0	\$4,833,514	\$641,154	\$4,192,360	\$1,522,473
2024/25 Budget projections for:							
Budgeted surplus(deficit)	(\$426,752)			(\$426,752)	(\$426,752)		
Projected board funded tangible capital asset additions		\$389,453		(\$200,000)	(\$200,000)	\$0	(\$189,453)
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)		(\$4,384,925)		\$4,384,925	\$4,384,925		
Budgeted capital revenue recognized - Alberta Education		\$683,904		(\$683,904)	(\$683,904)		
Budgeted capital revenue recognized - Alberta Infrastructure		\$3,309,116		(\$3,309,116)	(\$3,309,116)		
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		(\$230,197)		\$230,197	\$230,197		
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)				(\$325,000)	(\$325,000)	\$0	\$325,000
Projected assumptions/transfers of operations - capital lease addition	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Projected Balances for August 31, 2025	\$5,819,062	(\$342,822)	\$0	\$4,503,864	\$311,504	\$4,192,360	\$1,658,020

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

School Jurisdiction Code: 4077

		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		\$641,154	\$311,584	\$311,584	\$4,192,369	\$4,192,369	\$4,192,369	\$1,522,473	\$1,558,828	\$2,194,925
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	\$0
Budgeted amortization of capital assets (expenses)	Explanation	\$4,615,122	\$4,760,122	\$4,760,122		\$0	\$0			
Budgeted capital revenue recognized including ARO assets amortization	Explanation	(\$3,993,020)	(\$3,993,020)	(\$3,993,020)		\$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	(\$325,000)	(\$536,905)	(\$536,905)	\$0	\$0	\$0	\$325,000	\$536,905	\$536,905
Projected assumptions/transfers of operations	Technology asset renewal	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Increase in (use of) school generated funds	Explanation	\$0	\$0	\$0		\$0	\$0		\$0	\$0
New school start-up costs	Explanation	\$0	\$0	\$0		\$0	\$0		\$0	\$0
Decentralized school reserves	Explanation	\$0	\$0	\$0		\$0	\$0		\$0	\$0
Non-recurring certificated remuneration	Grd 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	Increased insurance costs - unsupported	\$0	\$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	Higher Utility costs (Electricity contract)	(\$50,000)	\$0	\$0		\$0	\$0		\$0	\$0
Non-salary related programming costs (sestun)	Explanation	\$0	\$0	\$0		\$0	\$0			
Repairs & maintenance - School building & land			\$0	\$0		\$0	\$0			
Repairs & maintenance - Technology	Explanation	\$0	\$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 (sestun)	Explanation	\$0	\$0	\$0		\$0	\$0			
Capital costs - School land & building	Explanation	(\$75,000)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Capital costs - School modernization	Explanation	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Capital costs - School modular & additions	Explanation	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Capital costs - School building partnership projects	Explanation	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Capital costs - Technology	Technology asset renewal	(\$45,000)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Capital costs - Vehicle & transportation	Explanation	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Capital costs - Administration building	Explanation	(\$80,000)	\$0	\$0	\$0	\$0	\$0	(\$189,453)	\$0	\$0
Capital costs - POM building & equipment	Explanation	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Capital costs - Furniture & Equipment	Explanation	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Capital costs - Other	Explanation	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Building leases	Explanation	\$0	\$0	\$0		\$0	\$0		\$0	\$0
ARO Amortization for 24-25	Explanation	(\$230,197)	(\$230,197)	(\$230,197)		\$0	\$0		\$0	\$0
Staff Contingency	Explanation	(\$146,555)	\$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	\$0
Other 4 - please use this row only if no other row is appropriate	Explanation	\$0	\$0	\$0		\$0	\$0		\$0	\$0
Estimated closing balance for operating contingency		\$311,584	\$311,584	\$311,584	\$4,192,369	\$4,192,369	\$4,192,369	\$1,658,828	\$2,194,925	\$2,731,838
Total surplus as a percentage of 2025 Expenses		8.46%	9.19%	9.93%						
ASO as a percentage of 2025 Expenses		6.18%	6.18%	6.18%						

**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	\$ 4,833,514	
Less: School Generated Funds in Operating Reserves (from 2022/23 AFS)	\$ 227,888	Complete section B below.
Estimated 2023/24 Operating Reserves	\$ 4,605,646	
Maximum 2023/24 Operating Reserve Limit	\$ 2,534,797	
Estimated 2023/24 Operating Reserves Over Maximum Limit	\$ 2,070,849	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: \$ 2,070,849

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.

The excess over maximum limit in accumulated operating surplus is intended to use for SLS and O&M expenses. The Division has been getting ready for the loss of one time Stabilization Grant (as well as the previous Bridge Funding), that was supposed to be eliminated in 24-25 (and Bridge Funding eliminated in 23-24). Thankfully, for 2024-2025, we were informed that the Stabilization Grant will be reduced in the next 4 years by 25% annually rather than being removed. Since the Division relied heavily on the previous Bridge Funding and subsequently the Stabilization Grant to provide the necessary SLS supports, the future reduction of the Stabilization Grant and ultimately an elimination of this grant will have a huge impact on available SLS for our schools. The Division would like to use the excess ASO dollars to minimize a necessary reduction of EAs and/or other special needs supports in future years. The Division would like to transition into the reduced staffing levels. Preferably, we would greatly appreciate continued dollars and increased envelope for SLS needs. In 2024-2025, we would like to use close to \$200K of reserves to balance an operating budget. Should there be no additional grants to offset the further reduced Stabilization grant, the Division would like to lean on ASO to subsidize SLS as best as we possible can. Second area of concern is O&M and rising utility costs (due to carbon tax and also inflation). The Division has lost O&M funding for EFJ site (a closed school). A closed school still requires additional costs for minimum maintenance, safety and insurance purposes. The third area of need for the Division is aging technology. The Division has accelerated the evergreening cycle (specifically for classroom technology, where old smartboards are being replaced with the new Viewsonic units). What is still remaining is the vast replacement of old student chromebooks. Although, the Division has extra savings that can be used in 23-24, the timing and HR resources are a big constraint. It is not advisable to be replacing all technology at once as that technology will then be expiring at the same time, which is cost prohibitive and requires additional tech supports. The Division anticipates to be below 6% as at August 31, 2025.

**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	\$ 4,605,646	\$ 4,605,646	\$ 4,605,646	
[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]				
[Itemized description for increase/(decrease) to reserves]				
	\$ 4,605,646	\$ 4,605,646	\$ 4,605,646	
	6.49%	6.49%	6.49%	

**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)	\$ (430,000)	Evergreening of unsupported capital assets
Projected Transfer from Capital to Operating Reserves (Please enter a positive amount)	\$ -	
Net Transfer Between Operating and Capital Reserves	\$ (430,000)	
	2024-25	Detailed Rationale
Projected Transfer from Operating to Capital Reserves (Please enter a negative amount)	\$ (325,000)	Evergreening of unsupported capital assets
Projected Transfer from Capital to Operating Reserves (Please enter a positive amount)	\$ -	
Net Transfer Between Operating and Capital Reserves	\$ (325,000)	



**PROJECTED STUDENT STATISTICS**  
**FULL TIME EQUIVALENT (FTE) ENROLLED STUDENTS**

Budgeted 2024/2025 (Note 2)	Actual 2023/2024	Actual 2022/2023
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**Grades 1 to 12**Eligible Funded Students:

Grades 1 to 9	3,856	3,837	3,790	Head count
Grades 10 to 12	1,288	1,277	1,207	Head count
Total	5,144	5,114	4,997	Grade 1 to 12 students eligible for base instruction funding from Alberta Education.
Percentage Change	0.6%	2.3%	If +/- 3% variance change from 2024/25 budget, please provide explanation here.	

Other Students:

Total	20	24	30	Note 3
Total Net Enrolled Students	5,164	5,138	5,027	
Home Ed Students	1	1	1	Note 4
Total Enrolled Students, Grades 1-12	5,165	5,139	5,028	
Percentage Change	0.5%	2.2%		

## Of the Eligible Funded Students:

Students with Severe Disabilities	195	193	190	FTE of students with severe disabilities as reported by the board via PASI.
Students with Mild/Moderate Disabilities	482	476	429	FTE of students identified with mild/moderate disabilities as reported by the board via PASI.

**EARLY CHILDHOOD SERVICES (ECS)**

Eligible Funded Children	406	406	444	ECS children eligible for ECS base instruction funding from Alberta Education.
Other Children	-	60	54	ECS children not eligible for ECS base instruction funding from Alberta Education.
Total Enrolled Children - ECS	406	466	498	
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	203	233	249	There are no pre K independent students budgeted for 24-25. There could be a very few non-funded independent students accepted in our programs.
Percentage Change	-12.9%	-6.4%		

Home Ed Students	-	1	-	Note 4
Total Enrolled Students, ECS	406	467	498	
Percentage Change	-13.1%	-6.2%		

## Of the Eligible Funded Children:

Students with Severe Disabilities (PUF)	43	36	39	FTE of students with severe disabilities as reported by the board via PASI.
Students with Mild/Moderate Disabilities	7	7	6	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**

CERTIFICATED STAFF	Budget 2024/25		Actual 2023/24		Actual 2022/23		Notes
	Total	Union Staff	Total	Union Staff	Total	Union Staff	
School Based	293	293	289	289	299	299	Teacher certification required for performing functions at the school level.
Non-School Based	9	6	9	6	11	8	Teacher certification required for performing functions at the system/central office level.
Total Certificated Staff FTE	302.0	299.0	297.6	294.6	309.7	306.7	FTE for personnel possessing a valid Alberta teaching certificate or equivalency.
Percentage Change	1.5%		-3.9%		-2.5%		If +/- 3% variance change from 2024/25 budget, please provide explanation here
If an average standard cost is used, please disclose rate:	110,226		110,261		106,945		
Student F.T.E. per certificated Staff	18.44824161		1884%		1784%		
Certificated Staffing Change due to:							
Please Allocate Below	4.3						If there is a negative change impact, the small class size initiative is to include any/all teachers retained.
Enrolment Change	4	4					
Other Factors	-	-					
Total Change	4.3	4.3					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	231	231	220	220	226	226	
Permanent - Part time	30	30	24	24	27	27	
Probationary - Full time	19	19	16	16	11	11	
Probationary - Part time	12	12	7	7	9	9	
Temporary - Full time	23	23	27	27	26	26	
Temporary - Part time	10	10	15	15	29	29	
NON-CERTIFICATED STAFF							
Instructional - Education Assistants	85	85	68	68	72	72	Personnel support students as part of a multidisciplinary team with teachers and other support personnel to provide meaningful instruction
Instructional - Other non-certificated instruction	66	-	64	43	67	44	Personnel providing instruction support for schools under 'Instruction' program areas other than EAs
Operations & Maintenance	10	-	10	-	10	-	Personnel providing support to maintain school facilities
Transportation - Bus Drivers Employed	-	-	-	-	-	-	Bus drivers employed, but not contracted
Transportation - Other Staff	2	1	2	1	2	1	Other personnel providing direct support to the transportation of students to and from school other than bus drivers employed
Other	11	-	11	2	10	2	Personnel in System Admin. and External service areas.
Total Non-Certificated Staff FTE	173.7	86.2	154.8	113.5	161.2	118.6	FTE for personnel not possessing a valid Alberta teaching certificate or equivalency.
Percentage Change	12.3%		-4.0%		7.8%		
Explanation of Changes to Non-Certificated Staff:							
<div>There is an increase of EAs as a result of a Jordan's Principle group application that is estimated to be higher by \$1M, resulting in more EA positions to be hired. The budget assumes the group application will be approved and granted.</div>							
Additional Information							
Are non-certificated staff subject to a collective agreement?		<div>Yes</div>					
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.							
<div>1. Unifor Union Local Contract effective September 1, 2020 to August 31, 2024 2 - CUPE contract is September 1, 2019 to August 31, 2022. The total anticipated unionized staff FTE is 135.2</div>							