

# BUDGET REPORT FOR THE YEAR ENDING AUGUST 31, 2025

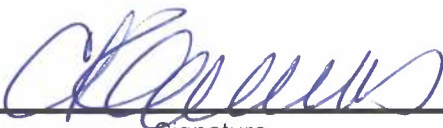


[Education Act, Sections 139(2)(a) and 244]

**1070 The Peace River School Division**

**Legal Name of School Jurisdiction**

10018 101 Street Peace River AB AB T8S 2A5; 780-624-3601; Freemanrh@prsd.ab.ca

**Contact Address, Telephone & Email Address**

<b>BOARD CHAIR</b>	
<u>Crystal Owens</u> Name	<u></u> Signature
<b>SUPERINTENDENT</b>	
<u>Mr. Adam Murray</u> Name	<u></u> Signature
<b>SECRETARY TREASURER or TREASURER</b>	
<u>Rhonda Freeman</u> Name	<u></u> Signature
<b>Certified as an accurate summary of the year's budget as approved by the Board</b>	
<b>of Trustees at its meeting held on</b>	<u>May 16, 2024</u> Date

c.c. Alberta Education  
Financial Reporting & Accountability Branch  
8th Floor Commerce Place, 10155-102 Street, Edmonton AB T5J 4L5  
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**Legend:**

Blue	Data input is <b>required</b> .	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 PRSD Board of Trustees by approving the 2024/2025 Budget is committed to meeting the goals in the 2024-2029 Education Plan Year 1 by:  
Literacy and Numeracy Development

- 1) Maintaining Central Operations Coordinators to support Teachers with the new curriculum, literacy, numeracy, and Instructional leadership.
- 2) Maintaining the Indigenous Education Coordinator and the Indigenous Support workers in schools to assist with closing the learning gap.
- 3) Continuing with Collaborative Response and assessments to ensure all students receive the supports needed to be successful.

Inclusionary Culture

- 1) Maintaining the Indigenous Education Coordinator to assist in developing relationships with Local Indigenous Elders etc.
- 2) Maintaining the Indigenous Education Coordinator to support school-based staff with their foundational knowledge about the First Nations, Metis, and Inuit. To further Indigenous Education with Land Based Learning opportunities. To continue the Elders in Schools program to further sharing of knowledge.
- b) Adopting the new Anti-Racism policy and continuing the work of the Board's Anti-Racism Committee.
- c) Supporting the Alternative Education Program to ensure all students have access to the programming they need.
- d) Promoting the Board's policy 19 Welcoming, Caring, Respectful and Safe Learning Environment.
- e) Maintaining Divisional Social Workers and Universal Programing to support students as much as we can provide within our financial constraints.
- f) Continuing to provide mental health supports for students in schools.

**Significant Business and Financial Risks:**

- 1) Outcome of CUPE, and out of scope employee negotiations.
- 2) Continuing to monitor the new Transportation grant and the effects on the Cooperative Busing contracts, working with our partners to find efficiencies.
- 3) Continuing concerns with the cost of Insurance and risk management requirements because of costs to implement new practices.
- 4) Challenges recruiting and retaining certificated staff, providing teacherages in remote municipalities, it is costly to manage these.
- 5) Effects of inflation and Carbon Tax on expenses, Alberta Education did ask for information on the impact to the School Divisions but these costs significantly impact our ability to meet the Division's needs.
- 6) The cost of maintaining underutilized school buildings in rural areas.
- 7) The challenges of maintaining Rural Small Schools.

**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	\$ 55,147,538	\$53,429,124	\$51,936,142
Federal Government and First Nations	\$ 178,515	\$115,282	\$0
Property taxes	\$ -	\$0	\$0
Fees	\$ 181,500	\$181,500	\$63,642
Sales of services and products	\$ 509,437	\$221,400	\$162,462
Investment income	\$ 165,000	\$240,000	\$239,041
Donations and other contributions	\$ 473,500	\$483,500	\$955,860
Other revenue	\$ 549,372	\$208,000	\$913,236
<b>TOTAL REVENUES</b>	\$57,204,862	\$54,878,806	\$54,270,383
<b>EXPENSES</b>			
Instruction - ECS	\$ 1,052,775	\$1,090,815	\$1,069,162
Instruction - Grade 1 to 12	\$ 38,342,846	\$36,861,697	\$35,110,220
Operations & maintenance	\$ 8,273,346	\$7,905,412	\$8,246,648
Transportation	\$ 6,486,450	\$6,363,462	\$6,277,602
System Administration	\$ 2,503,033	\$2,491,716	\$2,249,030
External Services	\$ 1,098,364	\$1,013,054	\$1,017,134
<b>TOTAL EXPENSES</b>	\$57,756,814	\$55,726,156	\$53,969,796
<b>ANNUAL SURPLUS (DEFICIT)</b>	(\$551,952)	(\$847,350)	\$300,587

**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	\$ 20,560,071	\$20,279,971	\$19,462,188
Certificated benefits	\$ 4,719,137	\$5,186,950	\$4,320,414
Non-certificated salaries and wages	\$ 11,975,060	\$11,456,432	\$11,527,761
Non-certificated benefits	\$ 3,291,668	\$3,198,909	\$2,909,148
Services, contracts, and supplies	\$ 13,029,608	\$11,351,291	\$11,286,925
Capital and debt services			
Amortization of capital assets			
Supported	\$ 3,019,148	\$3,090,481	\$2,915,285
Unsupported	\$ 1,162,122	\$1,162,122	\$1,396,677
Interest on capital debt			
Supported	\$ -	\$0	\$0
Unsupported	\$ -	\$0	\$0
Other interest and finance charges	\$ -	\$0	\$1,197
Losses on disposal of capital assets	\$ -	\$0	\$150,201
Other expenses	\$ -	\$0	\$0
<b>TOTAL EXPENSES</b>	\$57,756,814	\$55,726,156	\$53,969,796

**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	\$ 653,701	\$ 36,645,114	\$ 4,220,777	\$ 6,039,078	\$ 2,503,033	\$ -	\$ 50,061,703	\$ 47,172,964
(2) Alberta Infrastructure - non remediation		\$ -	\$ 2,915,285	\$ -	\$ -	\$ -	\$ 2,915,285	\$ 2,915,285
(3) Alberta Infrastructure - remediation	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
(4) Other - Government of Alberta	\$ -	\$ 430,612	\$ 641,574	\$ -	\$ -	\$ 1,098,364	\$ 2,170,550	\$ 1,847,893
(5) Federal Government and First Nations	\$ -	\$ 160,992	\$ 17,523	\$ -	\$ -	\$ -	\$ 178,515	\$ -
(6) Other Alberta school authorities	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
(7) Out of province authorities	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
(8) Alberta municipalities-special tax levies	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
(9) Property taxes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
(10) Fees	\$ -	\$ 156,500		\$ 25,000		\$ -	\$ 181,500	\$ 63,642
(11) Sales of services and products	\$ -	\$ 365,437	\$ -	\$ 144,000	\$ -	\$ -	\$ 509,437	\$ 162,462
(12) Investment income	\$ -	\$ -	\$ 165,000	\$ -	\$ -	\$ -	\$ 165,000	\$ 239,041
(13) Gifts and donations	\$ -	\$ 40,000		\$ -	\$ -	\$ -	\$ 40,000	\$ 64,424
(14) Rental of facilities	\$ -	\$ -	\$ 190,000	\$ -	\$ -	\$ -	\$ 190,000	\$ 156,161
(15) Fundraising	\$ -	\$ 433,500	\$ -	\$ -	\$ -	\$ -	\$ 433,500	\$ 891,436
(16) Gains on disposal of tangible capital assets	\$ -	\$ -	\$ -	\$ 18,000	\$ -	\$ -	\$ 18,000	\$ 344,430
(17) Other	\$ -	\$ 5,000	\$ 76,000	\$ 260,372	\$ -	\$ -	\$ 341,372	\$ 412,645
<b>(18) TOTAL REVENUES</b>	<b>\$ 653,701</b>	<b>\$ 38,237,155</b>	<b>\$ 8,226,159</b>	<b>\$ 6,486,450</b>	<b>\$ 2,503,033</b>	<b>\$ 1,098,364</b>	<b>\$ 57,204,862</b>	<b>\$ 54,270,383</b>
<b>EXPENSES</b>								
(19) Certificated salaries	\$ 458,807	\$ 19,589,797			\$ 511,467	\$ -	\$ 20,560,071	\$ 19,462,188
(20) Certificated benefits	\$ 119,065	\$ 4,529,336			\$ 70,736	\$ -	\$ 4,719,137	\$ 4,320,414
(21) Non-certificated salaries and wages	\$ 320,466	\$ 6,581,515	\$ 701,532	\$ 2,522,189	\$ 988,520	\$ 860,838	\$ 11,975,060	\$ 11,527,761
(22) Non-certificated benefits	\$ 131,437	\$ 1,868,075	\$ 190,787	\$ 695,791	\$ 218,302	\$ 187,276	\$ 3,291,668	\$ 2,909,148
(23) SUB - TOTAL	\$ 1,029,775	\$ 32,568,723	\$ 892,319	\$ 3,217,980	\$ 1,789,025	\$ 1,048,114	\$ 40,545,936	\$ 38,219,511
(24) Services, contracts and supplies	\$ 23,000	\$ 5,621,623	\$ 4,267,107	\$ 2,482,651	\$ 584,977	\$ 50,250	\$ 13,029,608	\$ 11,286,925
(25) Amortization of supported tangible capital assets	\$ -	\$ -	\$ 2,915,285	\$ -	\$ -	\$ -	\$ 2,915,285	\$ 2,915,285
(26) Amortization of unsupported tangible capital assets	\$ -	\$ 152,500	\$ 84,500	\$ 778,530	\$ 119,200	\$ -	\$ 1,134,730	\$ 1,295,468
(27) Amortization of supported ARO tangible capital assets	\$ -	\$ -	\$ 103,863	\$ -	\$ -	\$ -	\$ 103,863	\$ -
(28) Amortization of unsupported ARO tangible capital assets	\$ -	\$ -	\$ 10,272	\$ 7,289	\$ 9,831	\$ -	\$ 27,392	\$ 101,209
(29) Accretion expenses	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
(30) Supported interest on capital debt	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
(31) Unsupported interest on capital debt	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
(32) Other interest and finance charges	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,197
(33) Losses on disposal of tangible capital assets	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 150,201
(34) Other expense	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>(35) TOTAL EXPENSES</b>	<b>\$ 1,052,775</b>	<b>\$ 38,342,846</b>	<b>\$ 8,273,346</b>	<b>\$ 6,486,450</b>	<b>\$ 2,503,033</b>	<b>\$ 1,098,364</b>	<b>\$ 57,756,814</b>	<b>\$ 53,969,796</b>
<b>(36) OPERATING SURPLUS (DEFICIT)</b>	<b>\$ (399,074)</b>	<b>\$ (105,691)</b>	<b>\$ (47,187)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ (551,952)</b>	<b>\$ 300,587</b>

**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	\$25,000	\$25,000	\$48,315
BASIC INSTRUCTION SUPPLIES (Instructional supplies, & materials)	\$0	\$0	\$10
LUNCHROOM SUPERVISION & NOON HOUR ACTIVITY FEES	\$0	\$0	\$0
FEES TO ENHANCE BASIC INSTRUCTION			
Technology user fees	\$0	\$0	\$0
Alternative program fees	\$5,000	\$5,000	\$11,481
Fees for optional courses	\$0	\$0	\$595
ECS enhanced program fees	\$0	\$0	\$0
Activity fees	\$20,000	\$20,000	\$34,651
Other fees to enhance education (Describe here)	\$0	\$0	\$0
NON-CURRICULAR FEES			
Extra-curricular fees	\$110,000	\$110,000	\$126,950
Non-curricular goods and services	\$17,000	\$17,000	\$25,779
Non-curricular travel	\$4,500	\$4,500	\$25,865
OTHER FEES (Describe here)	\$0	\$0	\$0
<b>TOTAL FEES</b>	\$181,500	\$181,500	\$273,646

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	\$75,000	\$75,000	\$150,583
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)      Extracurricular	\$0	\$0	\$0
Other (describe)      Additional course fees/supplies/class trips	\$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	
<b>TOTAL</b>	\$75,000	\$75,000	\$150,583

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
<b>Actual balances per AFS at August 31, 2023</b>	\$15,375,458	\$9,076,131	(\$0)	\$3,386,380	\$326,329	\$3,060,050	\$2,912,948
<b>2023/2024 Estimated impact to AOS for:</b>							
Prior period adjustment	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Estimated surplus(deficit)	(\$847,350)			(\$847,350)	(\$847,350)		
Estimated board funded capital asset additions		\$1,489,488		(\$646,408)	(\$646,408)	\$0	(\$843,080)
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)		(\$4,252,703)		\$4,252,703	\$4,252,703		
Estimated capital revenue recognized - Alberta Education		\$2,986,618		(\$2,986,618)	(\$2,986,618)		
Estimated capital revenue recognized - Alberta Infrastructure		\$0		\$0	\$0		
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		(\$17,120)		\$17,120	\$17,120		
Budgeted amortization of supported ARO tangible capital assets		(\$114,135)		\$114,135	\$114,135		
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)				(\$130,000)	(\$130,000)	\$0	\$130,000
Estimated assumptions/transfers of operations - capital lease addition	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Estimated Balances for August 31, 2024</b>	<b>\$14,528,108</b>	<b>\$9,168,279</b>	<b>(\$0)</b>	<b>\$3,159,962</b>	<b>\$99,911</b>	<b>\$3,060,050</b>	<b>\$2,199,868</b>
<b>2024/25 Budget projections for:</b>							
Budgeted surplus(deficit)	(\$551,952)			(\$551,952)	(\$551,952)		
Projected board funded tangible capital asset additions		\$1,250,000		(\$230,000)	(\$230,000)	\$0	(\$1,020,000)
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)		(\$4,050,015)		\$4,050,015	\$4,050,015		
Budgeted capital revenue recognized - Alberta Education		\$0		\$0	\$0		
Budgeted capital revenue recognized - Alberta Infrastructure		\$2,915,285		(\$2,915,285)	(\$2,915,285)		
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		(\$131,255)		\$131,255	\$131,255		
Budgeted amortization of supported ARO tangible capital assets		\$103,863		(\$103,863)	(\$103,863)		
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)				(\$385,000)	(\$385,000)	\$0	\$385,000
Projected assumptions/transfers of operations - capital lease addition	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Projected Balances for August 31, 2025</b>	<b>\$13,976,156</b>	<b>\$9,256,157</b>	<b>(\$0)</b>	<b>\$3,155,132</b>	<b>\$95,081</b>	<b>\$3,060,050</b>	<b>\$1,564,868</b>

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
<b>Projected opening balance</b>	<b>\$99,911</b>	<b>\$95,081</b>	<b>\$95,081</b>	<b>\$3,060,050</b>	<b>\$3,060,050</b>	<b>\$3,060,050</b>	<b>\$2,199,868</b>	<b>\$1,564,868</b>	<b>\$1,564,868</b>
Projected excess of revenues over expenses (surplus only)	\$0	\$0	\$0						
Budgeted disposal of board funded TCA and ARO TCA	\$0	\$0	\$0		\$0	\$0	\$0	\$0	\$0
Budgeted amortization of capital assets (expense)	\$4,181,270	\$0	\$0		\$0	\$0			
Budgeted capital revenue recognized, including ARO assets amortization	(\$3,019,148)	\$0	\$0		\$0	\$0			
Budgeted changes in Endowments	\$0	\$0	\$0		\$0	\$0			
Budgeted board funded ARO liabilities - recognition	\$0	\$0	\$0		\$0	\$0			
Budgeted board funded ARO liabilities - remediation	\$0	\$0	\$0		\$0	\$0			
Budgeted unsupported debt principal repayment	\$0	\$0	\$0		\$0	\$0			
Projected reserves transfers (net)	(\$385,000)	\$0	\$0	\$0	\$0	\$0	\$385,000	\$0	\$0
Projected assumptions/transfers of operations	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Increase in (use of) school generated funds	\$0	\$0	\$0		\$0	\$0		\$0	\$0
New school start-up costs	\$0	\$0	\$0		\$0	\$0		\$0	\$0
Decentralized school reserves	\$0	\$0	\$0		\$0	\$0		\$0	\$0
Non-recurring certificated remuneration	(\$275,000)	\$0	\$0		\$0	\$0			
Non-recurring non-certificated remuneration	(\$276,952)	\$0	\$0		\$0	\$0			
Non-recurring contracts, supplies & services	\$0	\$0	\$0		\$0	\$0			
Professional development, training & support	\$0	\$0	\$0		\$0	\$0			
Transportation Expenses	\$0	\$0	\$0		\$0	\$0			
Operations & maintenance	\$0	\$0	\$0		\$0	\$0			
English language learners	\$0	\$0	\$0		\$0	\$0			
System Administration	\$0	\$0	\$0		\$0	\$0			
OH&S / wellness programs	\$0	\$0	\$0		\$0	\$0			
B & S administration organization / reorganization	\$0	\$0	\$0		\$0	\$0			
Debt repayment	\$0	\$0	\$0		\$0	\$0			
POM expenses	\$0	\$0	\$0		\$0	\$0		\$0	\$0
Non-salary related programming costs (explain)	\$0	\$0	\$0		\$0	\$0			
Repairs & maintenance - School building & land	\$0	\$0	\$0		\$0	\$0			
Repairs & maintenance - Technology	\$0	\$0	\$0		\$0	\$0			
Repairs & maintenance - Vehicle & transportation	\$0	\$0	\$0		\$0	\$0			
Repairs & maintenance - Administration building	\$0	\$0	\$0		\$0	\$0			
Repairs & maintenance - POM building & equipment	\$0	\$0	\$0		\$0	\$0			
Repairs & maintenance - Other (explain)	\$0	\$0	\$0		\$0	\$0			
Capital costs - School land & building	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Capital costs - School modernization	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Capital costs - School modular & additions	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Capital costs - School building partnership projects	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Capital costs - Technology	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Capital costs - Vehicle & transportation	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Capital costs - Administration building	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Capital costs - POM building & equipment	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Capital Costs - Furniture & Equipment	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Capital costs - Other	(\$230,000)	\$0	\$0	\$0	\$0	\$0	(\$1,020,000)	\$0	\$0
Building leases	\$0	\$0	\$0		\$0	\$0		\$0	\$0
Other 1 - please use this row only if no other row is appropriate	\$0	\$0	\$0		\$0	\$0		\$0	\$0
Other 2 - please use this row only if no other row is appropriate	\$0	\$0	\$0		\$0	\$0		\$0	\$0
Other 3 - please use this row only if no other row is appropriate	\$0	\$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	\$0
<b>Estimated closing balance for operating contingency</b>	<b>\$95,081</b>	<b>\$95,081</b>	<b>\$95,081</b>	<b>\$3,060,050</b>	<b>\$3,060,050</b>	<b>\$3,060,050</b>	<b>\$1,564,868</b>	<b>\$1,564,868</b>	<b>\$1,564,868</b>

Total surplus as a percentage of 2025 Expenses	8.17%	8.17%	8.17%
ASO as a percentage of 2025 Expenses	5.46%	5.46%	5.46%

## 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	\$	3,159,962	
Less: School Generated Funds in Operating Reserves (from 2022/23 AFS)	\$	641,346	
<b>Estimated 2023/24 Operating Reserves</b>	<b>\$</b>	<b>2,518,616</b>	<b>4.67%</b>
Maximum 2023/24 Operating Reserve Limit	\$	2,519,268	4.67%
<b>Estimated 2023/24 Operating Reserves Over Maximum Limit</b>	<b>\$</b>	<b>(653)</b>	

**SECTION A: (MAX LIMIT EXEMPTION CRITERIA)**

Please provide **detailed rationale** and planned usage for operating reserves in excess of the 2023/24 maximum: \$ (653)

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.

We do not have an operating reserve in excess of the maximum allowed.

**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	
<b>Opening operating reserve balance</b>	\$ 2,518,616	\$ 2,518,616	\$ 2,518,616	<b>Additional Comments</b>
Operating reserve is at an allowable balance				
[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]				
	<b>\$ 2,518,616</b>	<b>\$ 2,518,616</b>	<b>\$ 2,518,616</b>	
	<b>4.67%</b>	<b>4.67%</b>	<b>4.67%</b>	

**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)	\$ (130,000)	Detailed Rationale Capital reserves are maintained for the replacement and repair of non
Projected Transfer from Capital to Operating Reserves (Please enter a positive amount)	\$ -	
<b>Net Transfer Between Operating and Capital Reserves</b>	<b>\$ (130,000)</b>	

	2024-25	
Projected Transfer from Operating to Capital Reserves (Please enter a negative amount)	\$ (385,000)	Detailed Rationale Capital reserves are maintained for the replacement and repair of non
Projected Transfer from Capital to Operating Reserves (Please enter a positive amount)	\$ -	
<b>Net Transfer Between Operating and Capital Reserves</b>	<b>\$ (385,000)</b>	



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

	Budgeted 2024/2025 (Note 2)	Actual 2023/2024	Actual 2022/2023	
<b>Grades 1 to 12</b>				
<u>Eligible Funded Students:</u>				
Grades 1 to 9	1,970	1,938	1,962	Head count
Grades 10 to 12	774	782	716	Head count
Total	2,744	2,720	2,678	Grade 1 to 12 students eligible for base instruction funding from Alberta Education.
Percentage Change	0.9%	1.6%		If +/- 3% variance change from 2024/25 budget, please provide explanation here.
<u>Other Students:</u>				
Total	22	8	16	Note 3
Total Net Enrolled Students	2,766	2,728	2,694	
Home Ed Students	80	80	75	Note 4
Total Enrolled Students, Grades 1-12	2,846	2,808	2,769	
Percentage Change	1.4%	1.4%		
<u>Of the Eligible Funded Students:</u>				
Students with Severe Disabilities	142	142	117	FTE of students with severe disabilities as reported by the board via PASI.
Students with Mild/Moderate Disabilities	203	203	190	FTE of students identified with mild/moderate disabilities as reported by the board via PASI.
<b>EARLY CHILDHOOD SERVICES (ECS)</b>				
Eligible Funded Children	195	195	208	ECS children eligible for ECS base instruction funding from Alberta Education.
Other Children	1	1	-	ECS children not eligible for ECS base instruction funding from Alberta Education.
Total Enrolled Children - ECS	196	196	208	
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	98	98	104	
Percentage Change	0.0%	-5.8%		If +/- 3% variance change from 2024/25 budget, please provide explanation here.
Home Ed Students	12	12		Note 4
Total Enrolled Students, ECS	208	208	208	
Percentage Change	0.0%	0.0%		
<u>Of the Eligible Funded Children:</u>				
Students with Severe Disabilities (PUF)	29	27	22	FTE of students with severe disabilities as reported by the board via PASI.
Students with Mild/Moderate Disabilities	9	2	4	FTE of students identified with mild/moderate disabilities as reported by the board via PASI.
<b>NOTES:</b>				
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		Actual		Actual		Notes
	2024/25	2023/24	2023/24	2022/23	2022/23	2022/23	
<b>CERTIFICATED STAFF</b>	Total	Union Staff	Total	Union Staff	Total	Union Staff	
School Based	187	187	185	185	180	190	Teacher certification required for performing functions at the school level.
Non-School Based	11	11	11	11	9	9	Teacher certification required for performing functions at the system/central office level.
Total Certificated Staff FTE	198.0	198.0	195.8	195.8	189.0	199.0	FTE for personnel possessing a valid Alberta teaching certificate or equivalency.
Percentage Change	1.1%		3.6%		4.8%		If +/- 3% variance change from 2024/25 budget, please provide explanation here.
If an average standard cost is used, please disclose rate:	-		-		-		
Student F.T.E. per certificated Staff	15.42424242		1540%		1575%		

**Certificated Staffing Change due to:**

Please Allocate Below	2.2						If there is a negative change impact, the small class size initiative is to include any/all teachers retained.
Enrolment Change	-	-					
Other Factors	2	-					
Total Change	2.2	-					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	159	159	155	155	137	137
Permanent - Part time	11	11	10	10	17	17
Probationary - Full time	26	26	31	31	29	29
Probationary - Part time	1	1	1	1	4	4
Temporary - Full time	12	12	16	16	6	6
Temporary - Part time	1	1	4	4	6	6

**NON-CERTIFICATED STAFF**

Instructional - Education Assistants	117	117	99	99	101	101	Personnel support students as part of a multidisciplinary team with teachers and other support personnel to provide meaningful instruction
Instructional - Other non-certificated instruction	31	31	31	31	35	35	Personnel providing instruction support for schools under 'Instruction' program areas other than EAs
Operations & Maintenance	8	5	11	8	11	11	Personnel providing support to maintain school facilities
Transportation - Bus Drivers Employed	69	69	69	69	70	70	Bus drivers employed, but not contracted
Transportation - Other Staff	12	7	13	8	10	10	Other personnel providing direct support to the transportation of students to and from school other than bus drivers employed
Other	50	-	50	-	54	54	Personnel in System Admin. and External service areas.
Total Non-Certificated Staff FTE	287.3	229.0	273.1	215.1	281.0	281.0	FTE for personnel not possessing a valid Alberta teaching certificate or equivalency.
Percentage Change	5.2%		-2.8%		2.3%		

**Explanation of Changes to Non-Certificated Staff:**

An increase of Educational Assistants in the schools attributed to the increase in the overall staffing numbers.

**Additional Information**

Are non-certificated staff subject to a collective agreement?  Yes

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.

Support staff in schools, maintenance workers and mechanics are subject to a collective agreement. The current agreement expired August 31, 2021. Negotiations are scheduled for June 2024.

School Jurisdiction Code: 1070

System Admin Expense Limit %	
1070 The Peace River School Division	4.64%

