

BUDGET REPORT FOR THE YEAR ENDING AUGUST 31, 2025

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

2125 The Aspen View School Division

Legal Name of School Jurisdiction

3600 48 Avenue Athabasca AB AB T9S 1M8; 780-675-7080 Ext. 04; Amber.Oko@asperview.org

Contact Address, Telephone & Email Address

BOARD CHAIR

Candyce Nikipelo

Name


Signature

SUPERINTENDENT

Constantine Kastrinos

Name


Signature

SECRETARY TREASURER or TREASURER

Amber Oko

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 23, 2024

Date

c.c. Alberta Education
Financial Reporting & Accountability Branch
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- Green Populated based on information previously submitted to Alberta Education

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- 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:

Aspen View Public Schools will see a decrease in revenue, and increases in expenditures in 2024/2025. Reductions in spending in all areas of the organization are required to offset the rising operating costs and the funding shortfall.

Significant Business and Financial Risks:

Declining enrolment. Aspen View is projecting a decrease of 29 students for the 2024/25 school year from the 2023/24 actual enrolment.

Revenue amounts are decreasing due to:

- Projected enrolment
- Funding reductions including:
 - Stabilization funding
 - Socio - Economic Status funding decrease
 - Rural Small School grant

Aspen View Public Schools costs to operate are increasing:

- Salaries and benefits
 - ASEBP benefit cost increases
 - Grid increases
- Contract costs
- Maintenance supplies and materials
- Utility costs
- Insurance

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	\$ 41,042,287	\$41,736,594	\$40,020,340
Federal Government and First Nations	\$ 1,201,968	\$1,549,203	\$1,730,536
Property taxes	\$ -	\$0	\$0
Fees	\$ 647,045	\$907,992	\$760,990
Sales of services and products	\$ 47,250	\$25,000	\$57,443
Investment income	\$ 175,000	\$59,700	\$322,689
Donations and other contributions	\$ 215,000	\$314,371	\$338,119
Other revenue	\$ 366,361	\$548,770	\$446,711
TOTAL REVENUES	\$43,694,911	\$45,141,630	\$43,676,828
EXPENSES			
Instruction - ECS	\$ 456,525	\$659,619	\$941,652
Instruction - Grade 1 to 12	\$ 30,000,968	\$31,303,370	\$30,190,216
Operations & maintenance	\$ 6,211,929	\$6,349,102	\$6,000,536
Transportation	\$ 5,419,644	\$4,929,312	\$5,272,606
System Administration	\$ 2,085,320	\$2,229,531	\$2,147,144
External Services	\$ 20,000	\$20,000	\$20,747
TOTAL EXPENSES	\$44,194,386	\$45,490,934	\$44,572,901
ANNUAL SURPLUS (DEFICIT)	(\$499,475)	(\$349,304)	(\$896,073)

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	\$ 16,583,873	\$17,574,194	\$17,424,044
Certificated benefits	\$ 4,222,758	\$4,114,708	\$3,916,716
Non-certificated salaries and wages	\$ 6,447,056	\$7,003,303	\$6,886,454
Non-certificated benefits	\$ 1,894,790	\$2,023,767	\$1,879,448
Services, contracts, and supplies	\$ 12,262,733	\$11,968,998	\$12,037,334
Capital and debt services			
Amortization of capital assets			
Supported	\$ 2,575,411	\$2,517,118	\$2,086,769
Unsupported	\$ 200,765	\$279,506	\$171,993
Interest on capital debt			
Supported	\$ -	\$0	\$0
Unsupported	\$ -	\$0	\$0
Other interest and finance charges	\$ 7,000	\$9,340	\$5,786
Losses on disposal of capital assets	\$ -	\$0	\$10,077
Other expenses	\$ -	\$0	\$154,280
TOTAL EXPENSES	\$44,194,386	\$45,490,934	\$44,572,901

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	TOTAL	TOTAL	TOTAL	2022/23
	ECS	Grade 1 to 12										
(1) Alberta Education	\$ 510,930	\$ 29,727,190	\$ 5,794,810	\$ 4,837,714	\$ -	\$ -	\$ 40,870,644	\$ -	\$ -	\$ -	\$ 38,121,571	
(2) Alberta Infrastructure - non remediation	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,510,483	
(3) Alberta Infrastructure - remediation	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
(4) Other - Government of Alberta	\$ 127,300	\$ 44,343	\$ -	\$ -	\$ -	\$ -	\$ 171,643	\$ -	\$ -	\$ -	\$ 388,286	
(5) Federal Government and First Nations	\$ -	\$ 1,201,968	\$ -	\$ -	\$ -	\$ -	\$ 1,201,968	\$ -	\$ -	\$ -	\$ 1,730,536	
(6) Other Alberta school authorities	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
(7) Out of province authorities	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
(8) Alberta municipalities-special tax levies	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
(9) Property taxes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
(10) Fees	\$ 2,000	\$ 548,045	\$ -	\$ 97,000	\$ -	\$ -	\$ 647,045	\$ -	\$ -	\$ -	\$ 760,990	
(11) Sales of services and products	\$ -	\$ 47,250	\$ -	\$ -	\$ -	\$ -	\$ 47,250	\$ -	\$ -	\$ -	\$ 57,443	
(12) Investment income	\$ -	\$ 25,000	\$ -	\$ -	\$ 150,000	\$ -	\$ 175,000	\$ -	\$ -	\$ -	\$ 322,689	
(13) Gifts and donations	\$ -	\$ 35,000	\$ -	\$ -	\$ -	\$ -	\$ 35,000	\$ -	\$ -	\$ -	\$ 184,480	
(14) Rental of facilities	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 20,000	\$ -	\$ -	\$ 20,747	
(15) Fundraising	\$ -	\$ 180,000	\$ -	\$ -	\$ -	\$ -	\$ 180,000	\$ -	\$ -	\$ -	\$ 153,639	
(16) Gains on disposal of tangible capital assets	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
(17) Other	\$ -	\$ 341,361	\$ -	\$ -	\$ -	\$ -	\$ 346,361	\$ -	\$ -	\$ -	\$ 425,964	
(18) TOTAL REVENUES	\$ 640,230	\$ 32,150,157	\$ 5,794,810	\$ 4,934,714	\$ 155,000	\$ 20,000	\$ 43,694,911	\$ 20,000	\$ -	\$ -	\$ 43,676,828	

EXPENSES	Approved Budget 2024/2025										Actual Audited	
	Instruction		Operations and Maintenance	Transportation	System Administration	External Services	TOTAL	TOTAL	TOTAL	TOTAL	TOTAL	2022/23
	ECS	Grade 1 to 12										
(19) Certificated salaries	\$ 116,767	\$ 15,997,306	\$ -	\$ -	\$ 469,800	\$ -	\$ 16,583,873	\$ -	\$ -	\$ -	\$ 17,424,044	
(20) Certificated benefits	\$ 18,613	\$ 4,129,259	\$ -	\$ -	\$ 74,886	\$ -	\$ 4,222,758	\$ -	\$ -	\$ -	\$ 3,916,716	
(21) Non-certificated salaries and wages	\$ 228,697	\$ 3,891,389	\$ 1,351,557	\$ 144,423	\$ 830,990	\$ -	\$ 6,447,056	\$ -	\$ -	\$ -	\$ 6,886,454	
(22) Non-certificated benefits	\$ 84,848	\$ 1,194,805	\$ 384,962	\$ 30,186	\$ 199,989	\$ -	\$ 1,894,790	\$ -	\$ -	\$ -	\$ 1,879,448	
(23) SUB - TOTAL	\$ 448,925	\$ 25,212,759	\$ 1,736,519	\$ 174,609	\$ 1,575,665	\$ -	\$ 29,148,477	\$ -	\$ -	\$ -	\$ 30,106,662	
(24) Services, contracts and supplies	\$ 7,600	\$ 4,398,298	\$ 2,100,200	\$ 5,240,260	\$ 496,375	\$ 20,000	\$ 12,262,733	\$ -	\$ -	\$ -	\$ 12,037,334	
(25) Amortization of supported tangible capital assets	\$ -	\$ 292,871	\$ 2,267,984	\$ -	\$ -	\$ -	\$ 2,560,855	\$ -	\$ -	\$ -	\$ 2,080,601	
(26) Amortization of unsupported tangible capital assets	\$ -	\$ 97,040	\$ 92,670	\$ 4,775	\$ 6,280	\$ -	\$ 200,765	\$ -	\$ -	\$ -	\$ 163,605	
(27) Amortization of supported ARO tangible capital assets	\$ -	\$ -	\$ 14,556	\$ -	\$ -	\$ -	\$ 14,556	\$ -	\$ -	\$ -	\$ 6,168	
(28) Amortization of unsupported ARO tangible capital assets	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 8,388	
(29) Accretion expenses	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 154,280	
(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	\$ -	\$ -	\$ -	\$ -	\$ 7,000	\$ -	\$ 7,000	\$ -	\$ -	\$ -	\$ 5,786	
(34) Other expense	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 10,077	
(35) TOTAL EXPENSES	\$ 456,525	\$ 30,000,968	\$ 6,211,929	\$ 5,419,644	\$ 2,085,320	\$ 20,000	\$ 44,194,386	\$ 20,000	\$ -	\$ -	\$ 44,572,901	
(36) OPERATING SURPLUS (DEFICIT)	\$ 183,705	\$ 2,149,189	\$ (417,119)	\$ (484,930)	\$ (1,930,320)	\$ -	\$ (499,475)	\$ -	\$ -	\$ -	\$ (896,073)	

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

	Approved Budget 2024/2025	Approved Budget 2023/2024	Actual 2022/2023
FEES			
TRANSPORTATION	\$97,000	\$95,000	\$80,299
BASIC INSTRUCTION SUPPLIES (Instructional supplies, & materials)	\$20,945	\$20,945	\$11,500
LUNCHROOM SUPERVISION & NOON HOUR ACTIVITY FEES	\$0	\$0	\$0
FEES TO ENHANCE BASIC INSTRUCTION			
Technology user fees	\$0	\$1,000	\$1,920
Alternative program fees	\$0	\$0	\$0
Fees for optional courses	\$52,100	\$49,600	\$88,645
ECS enhanced program fees	\$2,000	\$0	\$80,661
Activity fees	\$100,000	\$240,000	\$71,086
Other fees to enhance education (Describe here)	\$0	\$26,500	\$99,089
NON-CURRICULAR FEES			
Extra-curricular fees	\$270,000	\$240,000	\$241,142
Non-curricular goods and services	\$0	\$0	\$0
Non-curricular travel	\$75,000	\$204,947	\$56,648
OTHER FEES Hutterite Colony	\$30,000	\$30,000	\$30,000
TOTAL FEES	\$647,045	\$907,992	\$760,990

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	\$35,000	\$25,000	\$25,009
Special events	\$85,000	\$70,000	\$30,858
Sales or rentals of other supplies/services	\$15,000	\$14,500	\$0
International and out of province student revenue	\$0	\$0	\$0
Adult education revenue	\$0	\$0	\$0
Preschool	\$0	\$5,500	\$1,575
Child care & before and after school care	\$0	\$0	\$0
Lost item replacement fees	\$0	\$0	\$0
Other (describe) Fundraising	\$180,000	\$155,000	\$153,639
Other (describe) Donations	\$35,000	\$35,000	\$32,552
Other (describe) Grants	\$10,000	\$13,500	\$0
Other (describe) 0	\$0	\$0	
Other (describe) Other sales (describe here)	\$0	\$0	
TOTAL	\$360,000	\$318,500	\$243,633

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	\$3,915,293	(\$419,822)	\$0	\$3,031,850	\$0	\$3,031,850	\$1,303,265
2023/2024 Estimated impact to AOS for:							
Prior period adjustment	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Estimated surplus/(deficit)	(\$349,000)			(\$349,000)	(\$349,000)		
Estimated board funded capital asset additions		\$0		\$0	\$0	\$0	\$0
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	\$0
Budgeted disposal of unsupported ARO tangible capital assets	\$0	\$0		\$0	\$0	\$0	\$0
Estimated amortization of capital assets (expense)		(\$2,714,200)		\$2,714,200	\$2,714,200		
Estimated capital revenue recognized - Alberta Education		\$394,660		(\$394,660)	(\$394,660)		
Estimated capital revenue recognized - Alberta Infrastructure		\$2,235,585		(\$2,235,585)	(\$2,235,585)		
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		\$0		\$0	\$0		
Budgeted amortization of supported ARO tangible capital assets		(\$14,555)		\$14,555	\$14,555		
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		
Estimated unsupported debt principal repayment		\$0		\$0	\$0		
Estimated reserve transfers (net)		\$0		\$0	\$0		
Estimated assumptions/transfers of operations - capital lease addition		\$0		\$0	\$0		
	\$0	\$0	\$0	\$0	\$0	(\$250,490)	\$0
Estimated Balances for August 31, 2024	\$3,566,293	(\$518,332)	\$0	\$2,781,360	\$0	\$2,781,360	\$1,303,265
2024/25 Budget projections for:							
Budgeted surplus/(deficit)	(\$499,475)			(\$499,475)	(\$499,475)		
Projected board funded tangible capital asset additions		\$0		\$0	\$0	\$0	\$0
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	\$0
Budgeted disposal of unsupported ARO tangible capital assets	\$0	\$0		\$0	\$0	\$0	\$0
Budgeted amortization of capital assets (expense)		(\$2,761,620)		\$2,761,620	\$2,761,620		
Budgeted capital revenue recognized - Alberta Education		\$402,232		(\$402,232)	(\$402,232)		
Budgeted capital revenue recognized - Alberta Infrastructure		\$2,158,623		(\$2,158,623)	(\$2,158,623)		
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		(\$14,556)		\$14,556	\$14,556		
Budgeted amortization of supported ARO tangible capital assets		\$14,556		(\$14,556)	(\$14,556)		
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		
Budgeted unsupported debt principal repayment		\$0	\$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	\$0	(\$298,710)	\$0
Projected Balances for August 31, 2025	\$3,066,818	(\$719,097)	\$0	\$2,482,650	\$0	\$2,482,650	\$1,303,265

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

	Unrestricted Surplus Usage			Operating Reserves Usage			Capital Reserves Usage		
	Year Ended			Year Ended			Year Ended		
	31-Aug-2025	31-Aug-2026	31-Aug-2027	31-Aug-2025	31-Aug-2026	31-Aug-2027	31-Aug-2025	31-Aug-2026	31-Aug-2027
Projected opening balance	\$0	\$0	(\$355,000)	\$2,781,360	\$2,482,650	\$2,482,650	\$1,303,265	\$1,303,265	\$1,303,265
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)	\$2,776,176	\$2,780,000	\$2,800,000						
Budgeted capital revenue recognized, including ARO assets amortization	(\$2,575,411)	(\$2,800,000)	(\$2,750,000)						
Budgeted changes in Endowments	\$0	\$0	\$0						
Budgeted board funded ARO liabilities - recognition	\$0	\$0	\$0						
Budgeted board funded ARO liabilities - remediation	\$0	\$0	\$0						
Budgeted unsupported debt principal repayment	\$0	\$0	\$0						
Projected reserves transfers (net)	\$208,710	\$0	\$0	(\$208,710)	\$0	\$0	\$0	\$0	\$0
Projected assumptions/transfers of operations	\$0	\$0	\$0						
Increase in (use of) school generated funds	\$0	\$0	\$0						
New school start-up costs	\$0	\$0	\$0						
Decentralized school reserves	\$0	\$0	\$0						
Non-recurring certificated remuneration	\$0	\$0	\$0						
Non-recurring non-certificated remuneration	\$0	\$0	\$0						
Non-recurring contracts, supplies & services	\$0	\$0	\$0						
Professional development, training & support	\$0	\$0	\$0						
Transportation Expenses	\$0	\$0	\$0						
Operations & maintenance	(\$175,000)	(\$175,000)	(\$175,000)						
English language learners	(\$50,000)	(\$50,000)	(\$75,000)						
System Administration	\$0	\$0	\$0						
OHRS / wellness programs	\$0	\$0	\$0						
B & S administration organization / reorganization	\$0	\$0	\$0						
Debt repayment	\$0	\$0	\$0						
POM expenses	(\$100,000)	(\$110,000)	(\$115,000)						
Non-salary related programming costs (explain)	\$0	\$0	\$0						
Repairs & maintenance - School building & land	(\$174,475)	(\$200,000)	(\$200,000)						
Repairs & maintenance - Vehicle & transportation	\$0	\$0	\$0						
Repairs & maintenance - Administration building	\$0	\$0	\$0						
Repairs & maintenance - POM building & equipment	\$0	\$0	\$0						
Repairs & maintenance - Other (explain)	\$0	\$0	\$0						
Capital costs - School land & building	\$0	\$0	\$0						
Capital costs - School modernization	\$0	\$0	\$0						
Capital costs - School modular & additions	\$0	\$0	\$0						
Capital costs - School building partnership projects	\$0	\$0	\$0						
Capital costs - Technology	\$0	\$0	\$0						
Capital costs - Vehicle & transportation	\$0	\$0	\$0						
Capital costs - Administration building	\$0	\$0	\$0						
Capital costs - POM building & equipment	\$0	\$0	\$0						
Capital Costs - Furniture & Equipment	\$0	\$0	\$0						
Capital costs - Other	\$0	\$0	\$0						
Building leases	\$0	\$0	\$0						
Other 1 - please use this row only if no other row is appropriate	\$0	\$0	\$0						
Other 2 - please use this row only if no other row is appropriate	\$0	\$0	\$0						
Other 3 - please use this row only if no other row is appropriate	\$0	\$0	\$0						
Other 4 - please use this row only if no other row is appropriate	\$0	\$0	\$0						
Estimated closing balance for operating contingency	\$0	(\$355,000)	(\$370,000)	\$2,482,650	\$2,482,650	\$2,482,650	\$1,303,265	\$1,303,265	\$1,303,265

Total surplus as a percentage of 2025 Expenses	6.57%	7.76%	6.80%
ASO as a percentage of 2025 Expenses	5.92%	4.81%	3.65%

**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		\$ 2,781,360
Less: School Generated Funds in Operating Reserves (from 2022/23 AFS)		\$ 181,049
Estimated 2023/24 Operating Reserves	5.83%	\$ 2,600,311
Maximum 2023/24 Operating Reserve Limit	4.82%	\$ 2,149,647
Estimated 2023/24 Operating Reserves Over Maximum Limit		\$ 450,664 <i>Complete section A below.</i>

SECTION A: (MAX LIMIT EXEMPTION CRITERIA)

Please provide **detailed rationale** and planned usage for operating reserves in excess of the 2023/24 maximum: \$ 450,664

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 Board is funding the budgeted 20224/25 operating deficit with reserve funds; budgeted draw on reserves for the 2024/25 budget year is \$499,475.

SECTION B: (MAX LIMIT EXEMPTION CRITERIA)

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

	2024/25	2025/26	2026/27	Additional Comments
Opening operating reserve balance	\$ 2,600,311	\$ 2,600,311	\$ 2,600,311	
[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]				
	\$ 2,600,311	\$ 2,600,311	\$ 2,600,311	
	5.83%	5.83%	5.83%	

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)	\$ -	
Projected Transfer from Capital to Operating Reserves (Please enter a positive amount)	\$ -	
Net Transfer Between Operating and Capital Reserves	\$ -	
	2024-25	Detailed Rationale
Projected Transfer from Operating to Capital Reserves (Please enter a negative amount)	\$ -	
Projected Transfer from Capital to Operating Reserves (Please enter a positive amount)	\$ -	
Net Transfer Between Operating and Capital Reserves	\$ -	

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

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

Grades 1 to 12

Eligible Funded Students:

Grades 1 to 9	1,688	-	1,714	Head count
Grades 10 to 12	655	-	589	Head count
Total	2,343	-	2,303	Grade 1 to 12 students eligible for base instruction funding from Alberta Education.
Percentage Change	0.0%	-100.0%		If +/- 3% variance change from 2024/25 budget, please provide explanation here.

Other Students:

Total	88	-	118	Note 3
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Total Net Enrolled Students	2,431	-	2,421	
Home Ed Students	-	-	6	Note 4
Total Enrolled Students, Grades 1-12	2,431	-	2,427	
Percentage Change	0.0%	-100.0%		

Of the Eligible Funded Students:

Students with Severe Disabilities	143	-	140	FTE of students with severe disabilities as reported by the board via PASI.
Students with Mild/Moderate Disabilities	219	-	242	FTE of students identified with mild/moderate disabilities as reported by the board via PASI.

EARLY CHILDHOOD SERVICES (ECS)

Eligible Funded Children	163	-	162	ECS children eligible for ECS base instruction funding from Alberta Education.
Other Children	2	-	2	ECS children not eligible for ECS base instruction funding from Alberta Education.
Total Enrolled Children - ECS	165	-	164	
Program Hours	475	-	475	Minimum program hours is 475 Hours
FTE Ratio	0.500	-	0.500	Actual hours divided by 950
FTE's Enrolled, ECS	83	-	82	
Percentage Change	0.0%	-100.0%		If +/- 3% variance change from 2024/25 budget, please provide explanation here.

Home Ed Students	-	-		Note 4
Total Enrolled Students, ECS	165	-	164	
Percentage Change	0.0%	-100.0%		

Of the Eligible Funded Children:

Students with Severe Disabilities (PUF)	28	-	24	FTE of students with severe disabilities as reported by the board via PASI.
Students with Mild/Moderate Disabilities	8	-	11	FTE of students identified with mild/moderate disabilities as reported by the board via PASI.

NOTES:

- Enrolment is to be completed WHEREVER APPLICABLE and are 'as at September 30th' for each year.
- Budgeted enrolment is to be based on best information available at time of the 2024/2025 budget report preparation.
- 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.
- 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	161	161	171	171	170	170	Teacher certification required for performing functions at the school level.
Non-School Based	5	5	5	5	3	3	Teacher certification required for performing functions at the system/central office level.
Total Certificated Staff FTE	166.2	166.2	176.6	176.6	173.2	173.2	FTE for personnel possessing a valid Alberta teaching certificate or equivalency.
Percentage Change	-5.9%		2.0%		-4.0%		Decreased enrolment will allow for some multi-grade class configurations in some programs, positions available through attrition are not being filled.
If an average standard cost is used, please disclose rate:	-		-		-		
Student F.T.E. per certificated Staff	15.619/3526		0%		1496%		

Certificated Staffing Change due to:

Enrolment Change	(4)	(4)
Other Factors	(6)	(6)
Total Change	(10.4)	(10.4)

If there is a negative change impact, the small class size initiative is to include any/all teachers retained.

positions that were planned in 23/24 were not filled, and reduction in schools/programs that will be able to run multi-grade classrooms not being renewed so current certificated staff will be re-assigned to other schools. AP will be on leave - temporarily will be covered by internal

Year-over-year change in Certificated FTE

Breakdown, where total change is Negative:

Continuous contracts terminated	-	-
Non-permanent contracts not being renewed	(7)	(7)
Other (retirement, attrition, etc.)	(4)	(4)
Total Negative Change in Certificated FTEs	(10.4)	(10.4)

FTEs

FTEs

2 FTE from Nightwind contract not being renewed, replacing a leave internally, teacher retirements/resignations not being replaced.

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	138	138	128	128	152	152
Permanent - Part time	8	8	5	5	12	12
Probationary - Full time	13	13	24	24	14	14
Probationary - Part time	1	1	-	-	3	3
Temporary - Full time	9	9	19	19	20	20
Temporary - Part time	9	9	7	7	11	11

NON-CERTIFICATED STAFF

Instructional - Education Assistants	57	13	65	21	75	16	Personnel support students as part of a multidisciplinary team with teachers and other support personnel to provide meaningful instruction
Instructional - Other non-certificated instruction	22	4	20	4	18	3	Personnel providing instruction support for schools under 'Instruction' program areas other than EAs
Operations & Maintenance	19	4	18	5	20	6	Personnel providing support to maintain school facilities
Transportation - Bus Drivers Employed	-	-	-	-	-	-	Bus drivers employed, but not contracted
Transportation - Other Staff	2	-	2	-	2	-	Other personnel providing direct support to the transportation of students to and from school other than bus drivers employed
Other	12	-	17	-	12	-	Personnel in System Admin. and External service areas.
Total Non-Certificated Staff FTE	112.3	20.3	121.9	29.6	127.3	25.0	FTE for personnel not possessing a valid Alberta teaching certificate or equivalency.
Percentage Change	-7.9%		-4.2%		-11.8%		

Explanation of Changes to Non-Certificated Staff:

Decrease in enrolment, and funding.

Additional Information

Are non-certificated staff subject to a collective agreement?

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

Collective Agreement with CUPE for Vilna and HA Kostash schools.

School Jurisdiction Code: 2125

System Admin Expense Limit %	
2125 The Aspen View School Division	4.81%

