

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



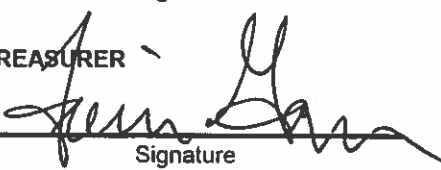
[Education Act, Sections 139(2)(a) and 244]

4160 The Fort McMurray Roman Catholic Separate School Division

Legal Name of School Jurisdiction

9809 Main Street Fort McMurray AB AB T9H 1T7; 587-960-4211; fgagnon@fmcscd.ab.ca

Contact Address, Telephone & Email Address

BOARD CHAIR	
Ms. Cathie Langmead _____ Name	 _____ Signature
SUPERINTENDENT	
Ms. Natasha MacArthur-Poole _____ Name	 _____ Signature
SECRETARY TREASURER or TREASURER	
Mr. Francois Gagnon _____ Name	 _____ Signature
Certified as an accurate summary of the year's budget as approved by the Board of Trustees at its meeting held on <u>May 12, 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 required
Pink	Populated from data entered in this template (i.e. other tabs)
Green	Populated based on information previously submitted to Alberta Education

Grey	No entry required - the cell is protected.
White	Calculation cells. These are protected and cannot be changed.
Yellow	Flags to draw attention to sections requiring entry depending on other parts of the 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 projects an operating deficit of \$ 665,000 compared to a projected deficit of \$ 5 M in 2023/2024 and \$6.2 M in 2022/2023.

The School Division used excess operating reserves over last three years incurring deficits of \$5 to 6 M annually to maintain lower class size and provide additional support to students with special needs. The excess reserves will be depleted by the end of the current school year (August 2024) and the division must now make significant adjustments to staffing level to reduce operating expenses by more than \$ 5M.

The Budget is based on a reduction of funded positions as follows:

Certificated: 30 FTE (6% reduction)
 Non-Certificated: 40 FTE (8% reduction)

Inflation pressure impacting non-discretionary operating costs such as insurance, utilities, information technology and cybersecurity will negatively impact the ability of the school division and will result in a reduction of resources available for classroom instruction.

Significant Business and Financial Risks:

Budget 2025 has not budgeted any increase in salary past August 2024. The School Division is assuming that any negotiated salary increased and associated cost will be fully funded by Alberta Education

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	\$ 87,296,000	\$85,602,695	\$82,596,357
Federal Government and First Nations	\$ 1,025,000	\$547,000	\$526,451
Property taxes	\$ 4,372,000	\$4,527,000	\$4,392,384
Fees	\$ 875,000	\$1,082,000	\$1,326,945
Sales of services and products	\$ 1,875,000	\$2,068,550	\$2,073,377
Investment income	\$ 910,000	\$700,000	\$1,171,494
Donations and other contributions	\$ 543,000	\$1,116,872	\$976,184
Other revenue	\$ 424,000	\$413,567	\$412,553
TOTAL REVENUES	\$97,320,000	\$96,057,684	\$93,475,745
EXPENSES			
Instruction - ECS	\$ 5,738,000	\$6,222,444	\$5,913,746
Instruction - Grade 1 to 12	\$ 70,387,000	\$71,501,235	\$71,663,844
Operations & maintenance	\$ 14,964,000	\$15,219,366	\$15,139,409
Transportation	\$ 2,355,000	\$2,272,291	\$2,012,483
System Administration	\$ 3,071,000	\$2,764,731	\$2,922,717
External Services	\$ 1,470,000	\$1,977,617	\$2,042,938
TOTAL EXPENSES	\$97,985,000	\$99,957,684	\$99,695,137
ANNUAL SURPLUS (DEFICIT)	(\$665,000)	(\$3,900,000)	(\$6,219,392)

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	\$ 39,037,000	\$41,062,063	\$41,346,916
Certificated benefits	\$ 8,570,000	\$8,615,293	\$8,457,626
Non-certificated salaries and wages	\$ 19,987,000	\$21,065,557	\$21,167,198
Non-certificated benefits	\$ 4,346,000	\$4,423,551	\$4,384,052
Services, contracts, and supplies	\$ 20,188,000	\$19,160,167	\$18,506,602
Capital and debt services			
Amortization of capital assets			
Supported	\$ 4,426,000	\$4,368,018	\$4,417,110
Unsupported	\$ 1,309,000	\$1,127,885	\$1,307,835
Interest on capital debt			
Supported	\$ -	\$0	\$0
Unsupported	\$ -	\$0	\$0
Other interest and finance charges	\$ 122,000	\$135,150	\$107,798
Losses on disposal of capital assets	\$ -	\$0	\$0
Other expenses	\$ -	\$0	\$0
TOTAL EXPENSES	\$97,985,000	\$99,957,684	\$99,695,137

**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	\$ 5,496,000	\$ 64,829,000	\$ 7,377,000	\$ 1,904,000	\$ 3,219,000	\$ -	\$ 82,825,000	\$ 77,961,654
(2) Alberta Infrastructure - non remediation			\$ 3,695,000		\$ -	\$ -	\$ 3,695,000	\$ 3,701,595
(3) Alberta Infrastructure - remediation							\$ -	\$ -
(4) Other - Government of Alberta	\$ 599,000				\$ -	\$ 177,000	\$ 776,000	\$ 933,108
(5) Federal Government and First Nations		\$ 1,025,000			\$ -	\$ -	\$ 1,025,000	\$ 526,451
(6) Other Alberta school authorities							\$ -	\$ -
(7) Out of province authorities							\$ -	\$ -
(8) Alberta municipalities-special tax levies							\$ -	\$ -
(9) Property taxes	\$ 290,000	\$ 3,422,000	\$ 389,000	\$ 101,000	\$ 170,000		\$ 4,372,000	\$ 4,392,384
(10) Fees		\$ 525,000		\$ 350,000		\$ -	\$ 875,000	\$ 1,326,945
(11) Sales of services and products	\$ 225,000	\$ 375,000			\$ -	\$ 1,275,000	\$ 1,875,000	\$ 2,073,377
(12) Investment income		\$ 900,000			\$ -	\$ 10,000	\$ 910,000	\$ 1,171,494
(13) Gifts and donations		\$ 46,000	\$ 65,000		\$ -	\$ 192,000	\$ 303,000	\$ 550,322
(14) Rental of facilities			\$ 42,000		\$ -	\$ 330,000	\$ 372,000	\$ 345,084
(15) Fundraising		\$ 240,000			\$ -	\$ -	\$ 240,000	\$ 425,862
(16) Gains on disposal of tangible capital assets					\$ -	\$ -	\$ -	\$ -
(17) Other					\$ 52,000	\$ -	\$ 52,000	\$ 67,469
(18) TOTAL REVENUES	\$ 6,610,000	\$ 71,362,000	\$ 11,568,000	\$ 2,355,000	\$ 3,441,000	\$ 1,984,000	\$ 97,320,000	\$ 93,475,745
EXPENSES								
(19) Certificated salaries	\$ 2,772,000	\$ 35,436,000			\$ 829,000	\$ -	\$ 39,037,000	\$ 41,346,916
(20) Certificated benefits	\$ 610,000	\$ 7,796,000			\$ 164,000	\$ -	\$ 8,570,000	\$ 8,457,626
(21) Non-certificated salaries and wages	\$ 1,375,000	\$ 14,471,000	\$ 2,074,000		\$ 1,161,000	\$ 906,000	\$ 19,987,000	\$ 21,167,198
(22) Non-certificated benefits	\$ 297,000	\$ 3,183,000	\$ 456,000		\$ 246,000	\$ 164,000	\$ 4,346,000	\$ 4,384,052
(23) SUB - TOTAL	\$ 5,054,000	\$ 60,886,000	\$ 2,530,000	\$ -	\$ 2,400,000	\$ 1,070,000	\$ 71,940,000	\$ 75,355,792
(24) Services, contracts and supplies	\$ 676,000	\$ 8,700,000	\$ 7,595,000	\$ 2,341,000	\$ 628,000	\$ 248,000	\$ 20,188,000	\$ 18,506,602
(25) Amortization of supported tangible capital assets			\$ 4,238,000		\$ -	\$ 112,000	\$ 4,350,000	\$ 4,417,110
(26) Amortization of unsupported tangible capital assets		\$ 766,000	\$ 525,000		\$ 18,000	\$ -	\$ 1,309,000	\$ 1,231,835
(27) Amortization of supported ARO tangible capital assets			\$ 76,000		\$ -	\$ -	\$ 76,000	\$ -
(28) Amortization of unsupported ARO tangible capital assets							\$ -	\$ 76,000
(29) Accretion expenses							\$ -	\$ -
(30) Supported interest on capital debt							\$ -	\$ -
(31) Unsupported interest on capital debt							\$ -	\$ -
(32) Other interest and finance charges	\$ 8,000	\$ 35,000		\$ 14,000	\$ 25,000	\$ 40,000	\$ 122,000	\$ 107,798
(33) Losses on disposal of tangible capital assets					\$ -	\$ -	\$ -	\$ -
(34) Other expense					\$ -	\$ -	\$ -	\$ -
(35) TOTAL EXPENSES	\$ 5,738,000	\$ 70,387,000	\$ 14,964,000	\$ 2,355,000	\$ 3,071,000	\$ 1,470,000	\$ 97,985,000	\$ 99,695,137
(36) OPERATING SURPLUS (DEFICIT)	\$ 872,000	\$ 975,000	\$ (3,396,000)	\$ -	\$ 370,000	\$ 514,000	\$ (665,000)	\$ (6,219,392)

BUDGETED SCHEDULE OF FEE REVENUE
for the Year Ending August 31

	Approved Budget 2024/2025	Approved Budget 2023/2024	Actual 2022/2023
FEES			
TRANSPORTATION	\$350,000	\$350,000	\$398,513
BASIC INSTRUCTION SUPPLIES (Instructional supplies, & materials)	\$0	\$0	\$0
LUNCHROOM SUPERVISION & NOON HOUR ACTIVITY FEES	\$0	\$0	\$0
FEES TO ENHANCE BASIC INSTRUCTION			
Technology user fees	\$0	\$0	\$0
Alternative program fees	\$0	\$0	\$0
Fees for optional courses	\$120,000	\$130,000	\$134,868
ECS enhanced program fees	\$0	\$0	\$0
Activity fees	\$30,000	\$60,000	\$108,467
Other fees to enhance education (Describe here)	\$0	\$0	\$0
NON-CURRICULAR FEES			
Extra-curricular fees	\$150,000	\$362,000	\$163,466
Non-curricular goods and services	\$190,000	\$110,000	\$112,948
Non-curricular travel	\$35,000	\$70,000	\$209,259
OTHER FEES (Describe here)	\$0	\$0	\$0
TOTAL FEES	\$875,000	\$1,082,000	\$1,127,521

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	\$300,000	\$210,000	\$241,189
Special events	\$35,000	\$35,000	\$41,043
Sales or rentals of other supplies/services	\$15,000	\$25,000	\$286,496
International and out of province student revenue	\$25,000	\$40,000	\$58,800
Adult education revenue	\$0	\$0	\$0
Preschool	\$225,000	\$250,000	\$384,180
Child care & before and after school care	\$950,000	\$1,026,550	\$1,028,279
Lost item replacement fees	\$0	\$0	\$0
Other (describe) Other (Describe)	\$0	\$0	\$0
Other (describe) Other (Describe)	\$0	\$0	\$0
Other (describe) Other (Describe)	\$0	\$0	\$0
Other (describe) Other sales (describe here)	\$0	\$0	
Other (describe) Other sales (describe here)	\$0	\$0	
TOTAL	\$1,550,000	\$1,586,550	\$2,039,987

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	\$22,438,772	\$3,863,187	\$0	\$4,626,634	\$961,000	\$3,665,634	\$13,948,951
2023/2024 Estimated impact to AOS for:							
Prior period adjustment	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Estimated surplus(deficit)	(\$5,000,000)			(\$5,000,000)	(\$5,000,000)		
Estimated board funded capital asset additions		\$500,000		\$0	\$0	\$0	(\$500,000)
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)		(\$5,659,000)		\$5,659,000	\$5,659,000		
Estimated capital revenue recognized - Alberta Education		\$478,000		(\$478,000)	(\$478,000)		
Estimated capital revenue recognized - Alberta Infrastructure		\$3,694,000		(\$3,694,000)	(\$3,694,000)		
Estimated capital revenue recognized - Other GOA		\$0		\$0	\$0		
Estimated capital revenue recognized - Other sources		\$178,000		(\$178,000)	(\$178,000)		
Budgeted amortization of ARO tangible capital assets		\$0		\$0	\$0		
Budgeted amortization of supported ARO tangible capital assets		\$0		\$0	\$0		
Budgeted board funded ARO liabilities - recognition		\$0		\$0	\$0		
Budgeted board funded ARO liabilities - remediation		\$0		\$0	\$0		
Estimated changes in Endowments	\$0		\$0	\$0	\$0		
Estimated unsupported debt principal repayment		\$0		\$0	\$0	\$0	\$0
Estimated reserve transfers (net)				\$0	\$3,000,000	(\$3,000,000)	\$0
Estimated assumptions/transfers of operations - capital lease addition	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Estimated Balances for August 31, 2024	\$17,438,772	\$3,054,187	\$0	\$935,634	\$270,000	\$665,634	\$13,448,951
2024/25 Budget projections for:							
Budgeted surplus(deficit)	(\$665,000)			(\$665,000)	(\$665,000)		
Projected board funded tangible capital asset additions		\$600,000		\$0	\$0	\$0	(\$600,000)
Projected board funded ARO tangible capital asset additions		\$0		\$0	\$0	\$0	\$0
Budgeted disposal of unsupported tangible capital assets	\$0	\$0		\$0	\$0		\$0
Budgeted disposal of unsupported ARO tangible capital assets	\$0	\$0		\$0	\$0		\$0
Budgeted amortization of capital assets (expense)		(\$5,659,000)		\$5,659,000	\$5,659,000		
Budgeted capital revenue recognized - Alberta Education		\$478,000		(\$478,000)	(\$478,000)		
Budgeted capital revenue recognized - Alberta Infrastructure		\$3,694,000		(\$3,694,000)	(\$3,694,000)		
Budgeted capital revenue recognized - Other GOA		\$0		\$0	\$0		
Budgeted capital revenue recognized - Other sources		\$178,000		(\$178,000)	(\$178,000)		
Budgeted amortization of ARO tangible capital assets		(\$76,000)		\$76,000	\$76,000		
Budgeted amortization of supported ARO tangible capital assets		\$76,000		(\$76,000)	(\$76,000)		
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)				\$0	\$0	\$0	\$0
Projected assumptions/transfers of operations - capital lease addition	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Projected Balances for August 31, 2025	\$16,773,772	\$2,345,187	\$0	\$1,579,634	\$914,000	\$665,634	\$12,848,951

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	\$270,000	\$914,000	\$914,000	\$665,634	\$665,634	\$665,634	\$13,448,951	\$12,848,951	\$12,248,951
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)	\$5,735,000	\$0	\$0		\$0	\$0			
Budgeted capital revenue recognized, including ARO assets amortization	(\$4,426,000)	\$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)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$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	\$0	\$0	\$0		\$0	\$0			
Non-recurring non-certificated remuneration	\$0	\$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	(\$500,000)	\$0	\$0		\$0	\$0			
English language learners	(\$165,000)	\$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	(\$600,000)	(\$600,000)	(\$600,000)
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	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$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
Estimated closing balance for operating contingency	\$914,000	\$914,000	\$914,000	\$665,634	\$665,634	\$665,634	\$12,848,951	\$12,248,951	\$11,648,951

Total surplus as a percentage of 2025 Expenses	14.73%	14.11%	13.50%
ASO as a percentage of 2025 Expenses	1.61%	1.61%	1.61%

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		\$ 935,634
Less: School Generated Funds in Operating Reserves (from 2022/23 AFS)		\$ 466,038
Estimated 2023/24 Operating Reserves	0.47%	\$ 469,596
Maximum 2023/24 Operating Reserve Limit	3.22%	\$ 3,212,317
Estimated 2023/24 Operating Reserves Over Maximum Limit		\$ (2,742,721)

SECTION A: (MAX LIMIT EXEMPTION CRITERIA)

Please provide **detailed rationale** and planned usage for operating reserves in excess of the 2023/24 maximum: \$ (2,742,721)

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

SECTION B: (MAX LIMIT EXEMPTION CRITERIA)

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

	2024/25	2025/26	2026/27	
Opening operating reserve balance	\$ 469,596	\$ 469,596	\$ 469,596	
[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]				
	\$ 469,596	\$ 469,596	\$ 469,596	
	0.47%	0.47%	0.47%	

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 <i>(Please enter a negative amount)</i>	\$	-	Detailed Rationale
Projected Transfer from Capital to Operating Reserves <i>(Please enter a positive amount)</i>	\$	-	
Net Transfer Between Operating and Capital Reserves	\$	-	
		2024-25	
Projected Transfer from Operating to Capital Reserves <i>(Please enter a negative amount)</i>	\$	-	Detailed Rationale
Projected Transfer from Capital to Operating Reserves <i>(Please enter a positive amount)</i>	\$	-	
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 12Eligible Funded Students:

Grades 1 to 9	4,602	4,385	4,386	Head count
Grades 10 to 12	1,274	1,226	1,226	Head count
Total	5,876	5,611	5,612	Grade 1 to 12 students eligible for base instruction funding from Alberta Education.
Percentage Change	4.7%	0.0%		If +/- 3% variance change from 2024/25 budget, please provide explanation here.

Other Students:

Total	93	49	47	Note 3
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Total Net Enrolled Students	5,969	5,660	5,659	
Home Ed Students	-	-	-	Note 4
Total Enrolled Students, Grades 1-12	5,969	5,660	5,659	
Percentage Change	5.5%	0.0%		

Of the Eligible Funded Students:

Students with Severe Disabilities	405	338	338	FTE of students with severe disabilities as reported by the board via PASI.
Students with Mild/Moderate Disabilities	796	747	743	FTE of students identified with mild/moderate disabilities as reported by the board via PASI.

EARLY CHILDHOOD SERVICES (ECS)

Eligible Funded Children	783	777	777	ECS children eligible for ECS base instruction funding from Alberta Education.
Other Children	255	267	265	ECS children not eligible for ECS base instruction funding from Alberta Education.
Total Enrolled Children - ECS	1,038	1,044	1,042	
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	519	522	521	
Percentage Change	-0.6%	0.2%		If +/- 3% variance change from 2024/25 budget, please provide explanation here.

Home Ed Students	-	-	-	Note 4
Total Enrolled Students, ECS	1,038	1,044	1,042	
Percentage Change	-0.6%	0.2%		

Of the Eligible Funded Children:

Students with Severe Disabilities (PUF)	193	179	176	FTE of students with severe disabilities as reported by the board via PASI.
Students with Mild/Moderate Disabilities	242	218	221	FTE of students identified with mild/moderate disabilities as reported by the board via PASI.

NOTES:

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

**PROJECTED STAFFING STATISTICS
FULL TIME EQUIVALENT (FTE) PERSONNEL**

	Budget 2024/25		Actual 2023/24		Actual 2022/23		Notes
	Total	Union Staff	Total	Union Staff	Total	Union Staff	
CERTIFICATED STAFF							
School Based	338	338	368	368	384	377	Teacher certification required for performing functions at the school level.
Non-School Based	9	4	9	4	-	-	Teacher certification required for performing functions at the system/central office level.
Total Certificated Staff FTE	347.0	342.0	377.0	372.0	384.0	377.0	FTE for personnel possessing a valid Alberta teaching certificate or equivalency.
Percentage Change	-8.0%		-1.8%		-9.6%		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	20.19308357		1778%		1745%		

Certificated Staffing Change due to:

	-						If there is a negative change impact, the small class size initiative is to include any/all teachers retained.
Enrolment Change	-	-					
Other Factors	(30)	-					Staffing reduction to balance budget
Total Change	(30.0)	-					Year-over-year change in Certificated FTE

Breakdown, where total change is Negative:

Continuous contracts terminated	-	-					FTEs
Non-permanent contracts not being renewed	(15)	-					FTEs
Other (retirement, attrition, etc.)	(15)	-					
Total Negative Change in Certificated FTEs	(30.0)	-					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	304	304	328	318	319	319
Permanent - Part time	-	-	1	1	1	1
Probationary - Full time	30	30	45	45	41	41
Probationary - Part time	-	-	-	-	-	-
Temporary - Full time	4	4	-	-	2	2
Temporary - Part time	-	-	-	-	-	-

NON-CERTIFICATED STAFF

Instructional - Education Assistants	295	295	301	301	283	283	Personnel support students as part of a multidisciplinary team with teachers and other support personnel to provide meaningful instruction
Instructional - Other non-certificated instruction	56	34	51	32	51	37	Personnel providing instruction support for schools under 'Instruction' program areas other than EAs
Operations & Maintenance	40	39	51	50	53	52	Personnel providing support to maintain school facilities
Transportation - Bus Drivers Employed	-	-	-	-	-	-	Bus drivers employed, but not contracted
Transportation - Other Staff	-	-	-	-	-	-	Other personnel providing direct support to the transportation of students to and from school other than bus drivers employed
Other	34	19	29	20	36	18	Personnel in System Admin. and External service areas.
Total Non-Certificated Staff FTE	425.0	387.0	431.5	402.5	422.9	389.9	FTE for personnel not possessing a valid Alberta teaching certificate or equivalency.
Percentage Change	-1.5%		2.0%		0.5%		

Explanation of Changes to Non-Certificated Staff:

A net reduction of 40 non-certificated positions is budgeted from the current 465 positions currently staffed in the school division in 2023/2024.

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.

Collective Agreement with CUPE Local 2559 expired in August 2020. Bargaining with Union under mandated provided by PCBO are still ongoing.

School Jurisdiction Code: 4160

System Admin Expense Limit %	
4160 The Fort McMurray Roman Catholic S	3.20%