

BUDGET REPORT FOR THE YEAR ENDING AUGUST 31, 2025

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

0046 The Elk Island Catholic Separate School Division

Legal Name of School Jurisdiction

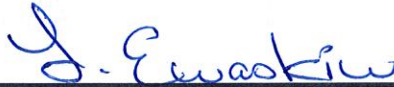
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BOARD CHAIR

Le-Ann Ewaskiw

Name



Signature

SUPERINTENDENT

Mr. Paul Corrigan

Name



Signature

SECRETARY TREASURER or TREASURER

Tracy Leigh

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 29, 2024
Date

c.c. Alberta Education
Financial Reporting & Accountability Branch
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Legend:

Blue	Data input is <u>required</u> .	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 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 division received additional operational funding of \$769K compared to the 2023-2024 level.

The provincial funding increase is related to increased enrolment the division experienced in 2023/2024. Funding enrolment growth didn't address inflation or the increasing needs for kids in classrooms.

The division is projected a decrease of 61 FTE students (0.7%) over the 2023-2024 actual enrolment.

Since the spring projections, the division has expanded the Cogito program to K-4 in Fort Saskatchewan and 5-8 in Sherwood Park so actual enrolment is expected to exceed spring projections. A contingency was set aside to address changes in actual fall enrolment and the division will receive a supplemental growth grant for increases in enrolment over the 2023-2024 level.

Assumption that collective agreements will be ratified in the 2024/25 school year but only negotiated costs for the ATA agreement will be funded by the province.

Significant Business and Financial Risks:

If actual September enrolments are significantly higher, the division will need to use reserves to fund the service of those students. The supplemental growth grant is less than what a student included in the WMA is funded, so the division must use reserves to fund the variance.

All four of the collective agreements that the division has will end on August 31, 2024. The province only funded the ATA centrally bargained increase in the last agreement and funded only enrolment growth in this budget. Any negotiated increases that are not funded would result in staffing reductions, higher class sizes and reduced service in schools.

ASEBP benefit premiums increased 33.65% over the last 4 years and are anticipated to increase 3-7% annually for the foreseeable future.

The cost of salaries, benefits, utilities and other inflationary pressures continue to increase. Funding enrolment growth does not put funds into the system to address the pressure of increasing costs. Without additional funding, the division will continue to see further staffing reductions and higher class sizes, putting more stress on the system.

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	\$ 68,269,764	\$66,575,799	\$66,865,591
Federal Government and First Nations	\$ 137,826	\$138,111	\$110,369
Property taxes	\$ 10,528,376	\$10,380,210	\$10,140,720
Fees	\$ 3,209,470	\$2,635,533	\$3,162,931
Sales of services and products	\$ 663,285	\$522,874	\$741,604
Investment income	\$ 475,000	\$390,000	\$460,771
Donations and other contributions	\$ 410,000	\$474,874	\$421,570
Other revenue	\$ 245,000	\$260,000	\$283,004
TOTAL REVENUES	\$83,938,721	\$81,377,401	\$82,186,560
EXPENSES			
Instruction - ECS	\$ 2,198,048	\$1,351,198	\$2,060,509
Instruction - Grade 1 to 12	\$ 63,774,279	\$61,419,613	\$61,809,253
Operations & maintenance	\$ 12,413,956	\$12,325,373	\$12,751,875
Transportation	\$ 3,223,929	\$3,649,049	\$3,072,728
System Administration	\$ 2,658,009	\$2,693,292	\$2,556,941
External Services	\$ 1,217	\$585,754	\$811,475
TOTAL EXPENSES	\$84,269,438	\$82,024,279	\$83,062,781
ANNUAL SURPLUS (DEFICIT)	(\$330,717)	(\$646,878)	(\$876,221)

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	\$ 37,243,423	\$36,354,064	\$37,098,683
Certificated benefits	\$ 9,262,942	\$9,069,485	\$8,720,984
Non-certificated salaries and wages	\$ 13,106,365	\$12,808,239	\$13,204,066
Non-certificated benefits	\$ 3,324,480	\$3,095,036	\$3,027,533
Services, contracts, and supplies	\$ 15,635,329	\$14,666,476	\$14,286,353
Capital and debt services			
Amortization of capital assets			
Supported	\$ 4,365,000	\$4,523,100	\$5,160,551
Unsupported	\$ 978,717	\$1,089,879	\$1,191,457
Interest on capital debt			
Supported	\$ -	\$0	\$0
Unsupported	\$ 353,182	\$418,000	\$373,154
Other interest and finance charges	\$ -	\$0	\$0
Losses on disposal of capital assets	\$ -	\$0	\$0
Other expenses	\$ -	\$0	\$0
TOTAL EXPENSES	\$84,269,438	\$82,024,279	\$83,062,781

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	TOTAL	
	ECS	Grade 1 to 12									
(1) Alberta Education	\$ 1,877,173	\$ 49,056,197	\$ 7,533,239	\$ 2,778,929	\$ -	\$ 2,658,009	\$ 1,217	\$ 63,904,764	\$ 62,161,515	\$ -	
(2) Alberta Infrastructure - non remediation	\$ -	\$ 15,000	\$ 4,350,000	\$ -	\$ -	\$ -	\$ -	\$ 4,365,000	\$ 4,665,139	\$ -	
(3) Alberta Infrastructure - remediation	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
(4) Other - Government of Alberta	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
(5) Federal Government and First Nations	\$ -	\$ 137,826	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 137,826	\$ 110,369	\$ -	
(6) Other Alberta school authorities	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 38,937	\$ -	
(7) Out of province authorities	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
(8) Alberta municipalities-special tax levies	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
(9) Property taxes	\$ -	\$ 10,528,376	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 10,528,376	\$ 10,140,720	\$ -	
(10) Fees	\$ 234,250	\$ 2,595,220	\$ -	\$ 380,000	\$ -	\$ -	\$ -	\$ 3,209,470	\$ 3,162,931	\$ -	
(11) Sales of services and products	\$ 86,625	\$ 556,660	\$ -	\$ 20,000	\$ -	\$ -	\$ -	\$ 663,285	\$ 741,604	\$ -	
(12) Investment income	\$ -	\$ 475,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 475,000	\$ 460,771	\$ -	
(13) Gifts and donations	\$ -	\$ 260,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 260,000	\$ 266,049	\$ -	
(14) Rental of facilities	\$ -	\$ -	\$ 200,000	\$ 45,000	\$ -	\$ -	\$ -	\$ 245,000	\$ 177,351	\$ -	
(15) Fundraising	\$ -	\$ 150,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 150,000	\$ 155,521	\$ -	
(16) Gains on disposal of tangible capital assets	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 13,126	\$ -	
(17) Other	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 92,527	\$ -	
(18) TOTAL REVENUES	\$ 2,198,048	\$ 63,774,279	\$ 12,083,239	\$ 3,223,929	\$ -	\$ 2,658,009	\$ 1,217	\$ 83,938,721	\$ 82,186,560	\$ -	

EXPENSES	Approved Budget 2024/2025										Actual Audited 2022/23
	Instruction		Operations and Maintenance		Transportation	System Administration	External Services	TOTAL	TOTAL	TOTAL	
	ECS	Grade 1 to 12									
(19) Certificated salaries	\$ 1,465,358	\$ 35,194,000	\$ -	\$ -	\$ -	\$ 583,015	\$ 1,050	\$ 37,243,423	\$ 37,098,683	\$ -	
(20) Certificated benefits	\$ 260,370	\$ 8,917,356	\$ -	\$ -	\$ -	\$ 85,049	\$ 167	\$ 9,262,942	\$ 8,720,984	\$ -	
(21) Non-certificated salaries and wages	\$ 289,972	\$ 7,518,128	\$ 2,786,604	\$ 1,379,560	\$ -	\$ 1,132,101	\$ -	\$ 13,106,365	\$ 13,204,066	\$ -	
(22) Non-certificated benefits	\$ 72,526	\$ 1,912,942	\$ 696,985	\$ 336,090	\$ -	\$ 305,937	\$ -	\$ 3,324,480	\$ 3,027,533	\$ -	
(23) SUB - TOTAL	\$ 2,088,226	\$ 53,542,426	\$ 3,483,589	\$ 1,715,650	\$ -	\$ 2,106,102	\$ 1,217	\$ 62,937,210	\$ 62,051,266	\$ -	
(24) Services, contracts and supplies	\$ 109,822	\$ 9,832,487	\$ 4,146,291	\$ 1,111,246	\$ -	\$ 435,483	\$ -	\$ 15,635,329	\$ 14,286,363	\$ -	
(25) Amortization of supported tangible capital assets	\$ -	\$ 15,000	\$ 232,000	\$ -	\$ -	\$ -	\$ -	\$ 4,365,000	\$ 5,160,551	\$ -	
(26) Amortization of unsupported tangible capital assets	\$ -	\$ 305,000	\$ -	\$ 313,000	\$ -	\$ 30,000	\$ -	\$ 880,000	\$ 1,098,042	\$ -	
(27) Amortization of supported ARO tangible capital assets	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
(28) Amortization of unsupported ARO tangible capital assets	\$ -	\$ -	\$ 98,717	\$ -	\$ -	\$ -	\$ -	\$ 98,717	\$ 93,415	\$ -	
(29) Accretion expenses	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
(30) Supported interest on capital debt	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
(31) Unsupported interest on capital debt	\$ -	\$ 79,366	\$ 103,359	\$ 84,033	\$ -	\$ 86,424	\$ -	\$ 353,182	\$ 373,154	\$ -	
(32) Other interest and finance charges	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
(33) Losses on disposal of tangible capital assets	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
(34) Other expense	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
(35) TOTAL EXPENSES	\$ 2,198,048	\$ 63,774,279	\$ 12,413,956	\$ 3,223,929	\$ -	\$ 2,658,009	\$ 1,217	\$ 84,269,438	\$ 83,062,781	\$ -	
(36) OPERATING SURPLUS (DEFICIT)	\$ -	\$ -	\$ (330,717)	\$ -	\$ -	\$ -	\$ -	\$ (330,717)	\$ (876,221)	\$ -	

BUDGETED SCHEDULE OF FEE REVENUE
for the Year Ending August 31

	Approved Budget 2024/2025	Approved Budget 2023/2024	Actual 2022/2023
FEEES			
TRANSPORTATION	\$380,000	\$370,000	\$400,615
BASIC INSTRUCTION SUPPLIES (Instructional supplies, & materials)	\$0	\$0	\$0
LUNCHROOM SUPERVISION & NOON HOUR ACTIVITY FEES (Mandatory)	\$30,000	\$29,210	\$0
FEES TO ENHANCE BASIC INSTRUCTION			
Technology user fees	\$185,220	\$0	\$0
Alternative program fees	\$430,000	\$434,597	\$437,096
Fees for optional courses	\$780,000	\$618,737	\$850,314
ECS enhanced program fees	\$234,250	\$252,500	\$266,268
Activity fees	\$375,000	\$220,712	\$376,681
Other fees to enhance education (Describe here)	\$0	\$129,669	\$9,699
NON-CURRICULAR FEES			
Extra-curricular fees	\$400,000	\$314,588	\$399,149
Non-curricular goods and services	\$395,000	\$265,520	\$322,375
Non-curricular travel	\$0	\$0	\$100,734
OTHER FEES (Describe here)	\$0	\$0	\$0
TOTAL FEES	\$3,209,470	\$2,635,533	\$3,162,931

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	\$100,000	\$92,000	\$74,693
Special events	\$110,000	\$100,000	\$82,213
Sales or rentals of other supplies/services	\$60,000	\$50,000	\$48,138
International and out of province student revenue	\$86,660	\$7,140	\$58,949
Adult education revenue	\$0	\$0	\$7,455
Preschool	\$86,625	\$148,750	\$98,444
Child care & before and after school care	\$0	\$0	\$0
Lost item replacement fees	\$5,000	\$5,000	\$18,435
Other (describe) Other Sales and Services	\$0	\$120,000	\$135,147
Other (describe) Other Fundraising Revenue	\$0	\$80,000	\$250,320
Other (describe) Other Donation Revenue	\$0	\$125,000	\$146,250
Other (describe) Other sales (describe here)	\$0	\$0	
Other (describe) Other sales (describe here)	\$0	\$0	
TOTAL	\$448,285	\$727,890	\$920,044

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	\$13,190,075	\$8,354,241	\$0	\$3,037,958	\$16,415	\$3,021,543	\$1,797,876
2023/2024 Estimated impact to AOS for:							
Prior period adjustment	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Estimated surplus/deficit	\$100,000			\$100,000	\$100,000		
Estimated board funded capital asset additions		\$280,000		(\$280,000)	(\$280,000)		
Projected board funded ARO tangible capital asset additions		\$132,155		(\$132,155)	(\$132,155)		
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)		(\$5,493,625)		\$5,493,625	\$5,493,625		
Estimated capital revenue recognized - Alberta Education		\$402,886		(\$402,886)	(\$402,886)		
Estimated capital revenue recognized - Alberta Infrastructure		\$4,100,725		(\$4,100,725)	(\$4,100,725)		
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		(\$96,027)		\$96,027	\$96,027		
Budgeted amortization of supported ARO tangible capital assets		\$0		\$0	\$0		
Budgeted board funded ARO liabilities - recognition		\$0		\$0	\$0		
Budgeted board funded ARO liabilities - remediation		\$0		\$0	\$0		
Estimated changes in Endowments	\$0	\$0	\$0	\$0	\$0		
Estimated unsupported debt principal repayment		\$414,218		(\$414,218)	(\$414,218)		\$0
Estimated reserve transfers (net)		\$0		\$0	(\$359,668)		\$0
Estimated assumptions/transfers of operations - capital lease addition	\$0	\$0	\$0	\$0	\$0	\$359,668	\$0
Estimated Balances for August 31, 2024	\$13,290,075	\$8,094,573	\$0	\$3,397,626	\$16,415	\$3,381,211	\$1,797,876
2024/25 Budget projections for:							
Budgeted surplus/deficit	(\$330,717)			(\$330,717)	(\$330,717)		
Projected board funded tangible capital asset additions		\$450,000		(\$450,000)	(\$450,000)		\$0
Projected board funded ARO tangible capital asset additions		\$136,119		(\$136,119)	(\$136,119)		\$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)		(\$5,245,000)		\$5,245,000	\$5,245,000		
Budgeted capital revenue recognized - Alberta Education		\$412,695		(\$412,695)	(\$412,695)		
Budgeted capital revenue recognized - Alberta Infrastructure		\$3,952,305		(\$3,952,305)	(\$3,952,305)		
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		(\$98,717)		\$98,717	\$98,717		
Budgeted amortization of supported ARO tangible capital assets		\$0		\$0	\$0		
Budgeted board funded ARO liabilities - recognition		\$0		\$0	\$0		
Budgeted board funded ARO liabilities - remediation		\$0		\$0	\$0		
Budgeted changes in Endowments	\$0	\$0	\$0	\$0	\$0		
Budgeted unsupported debt principal repayment		\$427,323		(\$427,323)	(\$427,323)		\$0
Projected reserve transfers (net)		\$0		\$0	\$365,442		\$0
Projected assumptions/transfers of operations - capital lease addition	\$0	\$0	\$0	\$0	\$0	(\$365,442)	\$0
Projected Balances for August 31, 2025	\$12,959,358	\$8,129,298	\$0	\$3,032,184	\$16,415	\$3,015,769	\$1,797,876

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

	Unrestricted Surplus Usage		Operating Reserve Usage		Capital Reserve Usage	
	31-Aug-2025	31-Aug-2026	31-Aug-2025	31-Aug-2026	31-Aug-2025	31-Aug-2026
Projected opening balance	\$16,415	\$16,415	\$3,381,271	\$3,015,769	\$1,797,876	\$1,797,876
Projected excess of revenues over expenses (surplus only)	\$0	\$0	\$0	\$0	\$0	\$0
Budgeted excess of board funded TCA and ARO TCA	\$0	\$0	\$0	\$0	\$0	\$0
Budgeted disposal of board funded TCA and ARO TCA	\$5,343,717	\$5,900,000	\$0	\$0	\$0	\$0
Budgeted amortization of capital assets (expense)	(\$4,385,000)	(\$4,830,000)	\$0	\$0	\$0	\$0
Budgeted capital revenue recognized, including ARO assets amortization	\$0	\$0	\$0	\$0	\$0	\$0
Budgeted changes in Endowments	\$0	\$0	\$0	\$0	\$0	\$0
Budgeted board funded ARO liabilities - recognition	\$0	\$0	\$0	\$0	\$0	\$0
Budgeted board funded ARO liabilities - remediation	\$0	\$0	\$0	\$0	\$0	\$0
Budgeted unsupported debt principal repayment	(\$427,323)	(\$440,849)	(\$285,442)	\$0	\$0	\$0
Projected reserves transfers (net)	\$395,442	(\$128,151)	\$0	\$129,151	\$0	\$0
Project assumptions/transfers of operations	\$0	\$0	\$0	\$0	\$0	\$0
Increase in (use of) school generated funds	(\$330,717)	\$0	\$0	\$0	\$0	\$0
New school start-up costs	\$0	\$0	\$0	\$0	\$0	\$0
Decentralized school reserves	\$0	\$0	\$0	\$0	\$0	\$0
Non-recurring certificated remuneration	\$0	\$0	\$0	\$0	\$0	\$0
Non-recurring non-certificated remuneration	\$0	\$0	\$0	\$0	\$0	\$0
Non-recurring contracts, supplies & services	\$0	\$0	\$0	\$0	\$0	\$0
Professional development, training & support	\$0	\$0	\$0	\$0	\$0	\$0
Transportation Expenses	\$0	\$0	\$0	\$0	\$0	\$0
Operations & maintenance	\$0	\$0	\$0	\$0	\$0	\$0
Increased insurance costs - uninsured	\$0	\$0	\$0	\$0	\$0	\$0
English language learners	\$0	\$0	\$0	\$0	\$0	\$0
System Administration	\$0	\$0	\$0	\$0	\$0	\$0
OHMS / wellness programs	\$0	\$0	\$0	\$0	\$0	\$0
B & S administration organization / reorganization	\$0	\$0	\$0	\$0	\$0	\$0
Debt repayment	\$0	\$0	\$0	\$0	\$0	\$0
POI expenses	\$0	\$0	\$0	\$0	\$0	\$0
Non-salary related programming costs (remain)	\$0	\$0	\$0	\$0	\$0	\$0
Repairs & maintenance - School building & land	\$0	\$0	\$0	\$0	\$0	\$0
Repairs & maintenance - Technology	\$0	\$0	\$0	\$0	\$0	\$0
Repairs & maintenance - Vehicle & transportation	\$0	\$0	\$0	\$0	\$0	\$0
Repairs & maintenance - Administration building	\$0	\$0	\$0	\$0	\$0	\$0
Repairs & maintenance - POM building & equipment	\$0	\$0	\$0	\$0	\$0	\$0
Repairs & maintenance - Other (explain)	\$0	\$0	\$0	\$0	\$0	\$0
Capital costs - School land & building	\$0	\$0	\$0	\$0	\$0	\$0
Capital costs - School modernization	\$0	\$0	\$0	\$0	\$0	\$0
Capital costs - School modular & additions	\$0	\$0	\$0	\$0	\$0	\$0
Capital costs - School building partnership projects	\$0	\$0	\$0	\$0	\$0	\$0
Capital costs - Technology	\$0	\$0	\$0	\$0	\$0	\$0
Capital costs - Vehicle & transportation	\$0	\$0	\$0	\$0	\$0	\$0
Capital costs - Administration building	\$0	\$0	\$0	\$0	\$0	\$0
Capital costs - POM building & equipment	\$0	\$0	\$0	\$0	\$0	\$0
Capital Costs - Furniture & Equipment	\$0	\$0	\$0	\$0	\$0	\$0
Capital costs - Other	(\$586,119)	(\$400,000)	\$0	\$0	\$0	(\$750,000)
Building leases	\$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
Other 2 - please use this row only if no other row is appropriate	\$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
Other 4 - please use this row only if no other row is appropriate	\$0	\$0	\$0	\$0	\$0	\$0
Estimated closing balance for operating contingency	\$16,415	\$16,415	\$3,015,769	\$3,235,111	\$1,797,876	\$1,047,876

Total surplus as a percentage of 2025 Expenses	5.73%	5.88%	5.10%
ASO as a percentage of 2025 Expenses	3.60%	3.75%	3.95%

**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		\$ 3,397,626
Less: School Generated Funds in Operating Reserves (from 2022/23 AFS)		\$ 744,141
Estimated 2023/24 Operating Reserves	3.19%	\$ 2,653,485
Maximum 2023/24 Operating Reserve Limit	3.20%	\$ 2,658,009
Estimated 2023/24 Operating Reserves Over Maximum Limit		\$ (4,524)

SECTION A: (MAX LIMIT EXEMPTION CRITERIA)

Please provide detailed rationale and planned usage for operating reserves in excess of the 2023/24 maximum: \$ (4,524)

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	\$ 2,653,485	\$ 2,653,485	\$ 2,653,485	
[Itemized description for increase/(decrease) to reserves]				
[Itemized description for increase/(decrease) to reserves]				
[Itemized description for increase/(decrease) to reserves]				
[Itemized description for increase/(decrease) to reserves]				
[Itemized description for increase/(decrease) to reserves]				
	\$ 2,653,485	\$ 2,653,485	\$ 2,653,485	
	3.19%	3.19%	3.19%	

PART 2: TRANSFERS BETWEEN OPERATING AND CAPITAL RESERVES

Please report the projected amounts and detailed rationale for transfers between operating reserves and capital reserves for the 2023/24 and 2024/25 school year. The net transfer between operating and capital reserves should agree the amounts reported in the 'AOS' tab. (Note: Ministerial approval is required to transfer from Capital to Operating Reserves):

	2023-24	
Projected Transfer from Operating to Capital Reserves (Please enter a negative amount)	\$ -	Detailed Rationale
Projected Transfer from Capital to Operating Reserves (Please enter a positive amount)	\$ -	
Net Transfer Between Operating and Capital Reserves	\$ -	

	2024-25	
Projected Transfer from Operating to Capital Reserves (Please enter a negative amount)	\$ -	Detailed Rationale
Projected Transfer from Capital to Operating Reserves (Please enter a positive amount)	\$ -	
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	4,367	4,370	4,123	Head count
Grades 10 to 12	1,927	1,958	1,843	Head count
Total	6,294	6,328	5,966	Grade 1 to 12 students eligible for base instruction funding from Alberta Education.
Percentage Change	-0.5%	6.1%		If +/- 3% variance change from 2024/25 budget, please provide explanation here.

Other Students:

Total	-	-	-	Note 3
Total Net Enrolled Students	6,294	6,328	5,966	
Home Ed Students	1,880	1,796	1,735	Note 4
Total Enrolled Students, Grades 1-12	8,174	8,124	7,701	
Percentage Change	0.6%	5.5%		

Of the Eligible Funded Students:

Students with Severe Disabilities	150	138	90	FTE of students with severe disabilities as reported by the board via PASI.
Students with Mild/Moderate Disabilities	-	-	-	FTE of students identified with mild/moderate disabilities as reported by the board via PASI.

EARLY CHILDHOOD SERVICES (ECS)

Eligible Funded Children	380	390	378	ECS children eligible for ECS base instruction funding from Alberta Education.
Other Children	-	-	-	ECS children not eligible for ECS base instruction funding from Alberta Education.
Total Enrolled Children - ECS	380	390	378	
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	190	195	189	
Percentage Change	-2.6%	3.2%		If +/- 3% variance change from 2024/25 budget, please provide explanation here.

Home Ed Students	110	183		Note 4
Total Enrolled Students, ECS	490	573	378	
Percentage Change	-14.5%	51.6%		

Of the Eligible Funded Children:

Students with Severe Disabilities (PUF)	49	35	31	FTE of students with severe disabilities as reported by the board via PASI.
Students with Mild/Moderate Disabilities	20	13	4	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**

	Budget 2024/25		Actual 2023/24		Actual 2022/23		Notes
	Total	Union Staff	Total	Union Staff	Total	Union Staff	
CERTIFICATED STAFF							
School Based	328	328	323	323	349	349	Teacher certification required for performing functions at the school level.
Non-School Based	15	15	15	15	5	5	Teacher certification required for performing functions at the system/central office level.
Total Certificated Staff FTE	343.0	343.0	337.8	337.8	354.0	354.0	FTE for personnel possessing a valid Alberta teaching certificate or equivalency.
Percentage Change	1.5%		-4.6%		-3.1%		If +/- 3% variance change from 2024/25 budget, please provide explanation here.
If an average standard cost is used, please disclose rate:	110,938		-		-		
Student F.T.E. per certificated Staff	25.25947522		2575%		2282%		
Certificated Staffing Change due to:							
Please Allocate Below	5.2						If there is a negative change impact, the small class size initiative is to include any/all teachers retained.
Enrolment Change	5.2	5.2					
Other Factors	-	-					
Total Change	-	-					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.
<i>Please note that the information in the section below only includes Certificated Number of Teachers (not FTEs):</i>							
Certificated Number of Teachers							
Permanent - Full time	280	280	276	276	270	270	
Permanent - Part time	23	23	23	23	20	20	
Probationary - Full time	14	14	17	17	20	20	
Probationary - Part time	4	4	5	5	4	4	
Temporary - Full time	22	22	25	25	31	31	
Temporary - Part time	10	10	14	14	20	20	

NON-CERTIFICATED STAFF

Instructional - Education Assistants	80	80	96	96	100	100	Personnel support students as part of a multidisciplinary team with teachers and other support personnel to provide meaningful instruction
Instructional - Other non-certificated instruction	65	65	55	38	57	33	Personnel providing instruction support for schools under 'Instruction' program areas other than EAs
Operations & Maintenance	47	43	47	42	47	42	Personnel providing support to maintain school facilities
Transportation - Bus Drivers Employed	39	39	40	40	43	36	Bus drivers employed, but not contracted
Transportation - Other Staff	5	2	5	2	5	2	Other personnel providing direct support to the transportation of students to and from school other than bus drivers employed
Other	25	-	24	-	20	-	Personnel in System Admin. and External service areas.
Total Non-Certificated Staff FTE	261.0	229.0	266.6	216.9	272.0	213.0	FTE for personnel not possessing a valid Alberta teaching certificate or equivalency.
Percentage Change	-2.1%		-2.0%		-4.0%		

Explanation of Changes to Non-Certificated Staff:

Additional Information

Are non-certificated staff subject to a collective agreement?

Yes	
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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.

The division has collective agreement with Unifor (school staff), CUPE (facilities staff) and Transportation Association (bus drivers). All collective agreements end August 31, 2024.

School Jurisdiction Code: 46

System Admin Expense Limit %	
0046 The Elk Island Catholic Separate Sch	3.20%