

Schools' Finance Branch  
511-1181 Portage Avenue  
Winnipeg, Manitoba  
R3G 0T3

TURTLE RIVER SCHOOL DIVISION  
P.O. BOX 309  
MC CREARY, MANITOBA R0J 1B0

**AUDITED FINANCIAL STATEMENTS  
AND SUPPLEMENTARY INFORMATION**

June 30, 2020

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## Independent Auditor's Report

To the Board of Trustees of Turtle River School Division:

### *Opinion*

We have audited the accompanying consolidated financial statements of Turtle River School Division, which comprise the consolidated statement of financial position as at June 30, 2020, and the consolidated statements of revenue, expenses and accumulated surplus, change in net debt and cash flow for the year then ended, and a summary of significant accounting policies and other explanatory information.

In our opinion, the consolidated financial statements present fairly, in all material respects, the consolidated financial position of Turtle River School Division as at June 30, 2020 and the consolidated results of its operations and accumulated surplus, consolidated changes in net debt and its consolidated cash flow for the year then ended in accordance with Canadian generally accepted accounting principles established by the Public Sector Accounting Board of the Chartered Professional Accountants of Canada.

### *Basis for Opinion*

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Consolidated Financial Statements section of our report. We are independent of the Division in accordance with the ethical requirements that are relevant to our audit of the consolidated financial statements in Canada, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

### *Other Matters*

Our audit was made for the purpose of forming an opinion on the consolidated financial statements taken as a whole. The supplementary information included in the other statements and reports is presented for purposes of additional analysis and is not a required part of the consolidated financial statements. Such information has been subjected to the auditing procedures applied in the audit of the consolidated financial statements and, in our opinion, is fairly stated in all material respects in relation to the consolidated financial statements taken as a whole.

### *Responsibilities of Management and Those Charged with Governance for the Consolidated Financial Statements*

Management is responsible for the preparation and fair presentation of these consolidated financial statements in accordance with Canadian generally accepted accounting principles established by the Public Sector Accounting Board of the Chartered Professional Accountants of Canada, and for such internal control as management determines is necessary to enable the preparation of consolidated financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the consolidated financial statements, management is responsible for assessing the Division's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless management either intends to liquidate the Division or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the Division's financial reporting process.

### *Auditor's Responsibilities for the Audit of the Consolidated Financial Statements*

Our objectives are to obtain reasonable assurance about whether the consolidated financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these consolidated financial statements.

As part of an audit in accordance with Canadian generally accepted auditing standards, we exercise professional judgment and maintain professional skepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the consolidated financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.

- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Division's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Division's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the consolidated financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the Division to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the consolidated financial statements, including the disclosures, and whether the consolidated financial statements represent the underlying transactions and events in a manner that achieves fair presentation.
- Obtain sufficient appropriate audit evidence regarding the financial information of the entities or business activities within the Division to express an opinion on the consolidated financial statements. We are responsible for the direction, supervision and performance of the group audit. We remain solely responsible for our audit opinion.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

Brandon, Manitoba  
October 27, 2020

**MNP LLP**  
Chartered Professional Accountants

I hereby certify that the preceding report and the statements and reports referenced herein have been presented to the members of the Board of Turtle River School Division.

  
Chairperson of the Board

October 27, 2020  
Date



## AUDITOR'S REPORT ON ENROLMENT

### TO THE BOARD OF TRUSTEES Turtle River School Division

We have audited the attached EIS Enrolment File Verification Report - EIS Cert. - part 2 of 2 (prepared in accordance with Part I, Sections 1.1 and 1.2 of the Public Schools Enrolment and Categorical Grants Reporting for the 2019/20 School Year) of the Turtle River School Division as at September 30, 2019. This enrolment information is the responsibility of the Division's management. Our responsibility is to express an opinion on this enrolment information based on our audit.

We conducted our audit in accordance with the standards for assurance engagements set out in the CPA Handbook-Assurance. Those standards require that we plan and perform an audit to obtain reasonable assurance whether the enrolment information is free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the enrolment information.

In our opinion, this report presents fairly, in all material respects, the enrolment of the Turtle River School Division as at September 30, 2019 in accordance with the Public Schools Enrolment and Categorical Grants Reporting for the 2019/20 School Year referred to above.

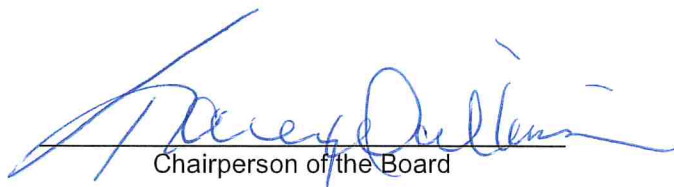
*MNP LLP*

October 27, 2020

\_\_\_\_\_  
Auditor

\_\_\_\_\_  
Date

I hereby certify that the preceding report has been presented to the members of the Board of Turtle River School Division.

  
\_\_\_\_\_  
Chairperson of the Board

October 27, 2020

\_\_\_\_\_  
Date



Schools' Finance Branch  
511-1181 Portage Ave.  
Winnipeg, MB R3G 0T3

**CERTIFICATION FORM FOR  
REPORTING OF ENROLMENT ELECTRONICALLY  
ON SEPTEMBER 30, 2019**

**TURTLE RIVER SCHOOL DIVISION**

We hereby certify that to the best of our knowledge and belief, the following pupil enrolment and school information reported electronically through EIS Collection is true and correct and in accordance with the laws and regulations of the Province of Manitoba;

- |                          |   |
|--------------------------|---|
| - MET number;            | - postal code (residence);                |
| - school attended;       | - attendance (eligible percentage);       |
| - birthdate;             | - diploma already attained;               |
| - gender;                | - homeroom;                               |
| - school student number; | - Child and Family Services (CFS) status; |
| - enrolment date;        | - transportation code;                    |
| - grade;                 | - French Language;                        |
| - enrolment code;        | - Aboriginal and International Languages; |
| - resident division;     | - English as an Additional Language.      |

Oct 8, 2019  
DATE

B. Desjardins  
SECRETARY - TREASURER

Oct 8, 2019  
DATE

B. Brumacko  
SUPERINTENDENT

The collection of personal information submitted by divisions is authorized under *The Public Schools Act* and the *Funding of Schools Program Regulation (M.R. 259/2006)*.

The personal information reported will be used for the purpose of determining and verifying funding eligibility and program requirements under the Funding of Schools Program and for statistical use.

It is protected by the Protection of Privacy provisions of *The Freedom of Information and Protection of Privacy Act*.

Any questions about the collection can be directed to: Schools' Finance Branch at 204-945-6910.

Remember to attach part 2



Schools' Finance Branch  
511-1181 Portage Ave.  
Winnipeg, MB R3G 0T3

# EIS ENROLMENT FILE VERIFICATION REPORT - SEPTEMBER 30, 2019

## TURTLE RIVER SCHOOL DIVISION

This report counts the number of pupils, on a head-count basis, for which enrolment data has been reported through the accompanying electronic EIS Collection file being submitted to Schools' Finance Branch (SFB).  
The report is used to verify that the electronic file submitted to SFB reconciles to this certification report prior to upload to the departmental EIS database.

	SPECIAL UNGRADED CLASSES		GRADE																	
SCHOOL NAME	SE (Ages 4 to 13)	SS (14 and Older)	N	K	1	2	3	4	5	6	7	8	9	10	11	12	TOTAL ENROL	CODE 300	CODE 400	FILE TOTAL
Alonsa School				9	13	5	19	6	10	9	11	7	11	8	8	11	127		0	127
École Laurier			7	10	5	5	3	4	3	8	9	3					57		0	57
Glenella School			2	7	5	8	4	7	10	7	9	13	8	14	2	7	103		0	103
Grass River School				1	2			3	4	3	3	4	2	4	2	1	29		0	29
McCreary School				13	16	16	8	15	15	13	12	10	7	12	7	12	156		0	156
Parkview School				4	1	2	3	3	4	4	2	4	1	3	2	2	35		0	35
Ste. Rose School				20	17	14	15	22	16	12	14	17	20	22	17	20	226		0	226
SCHOOL DIVISION TOTAL			9	64	59	50	52	60	62	56	60	58	49	63	38	53	733		0	733



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EIS ENROLMENT FILE VERIFICATION REPORT - SEPTEMBER 30, 2019

TURTLE RIVER SCHOOL DIVISION

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SCHOOL NAME	SPECIAL UNGRADED CLASSES		GRADE														TOTAL ENROL	CODE 300	CODE 400	FILE TOTAL
	SE (Ages 4 to 13)	SS (14 and Older)	N	K	1	2	3	4	5	6	7	8	9	10	11	12				
PUPILS ATTENDING OUT OF DIVISION (ENROLMENT CODE 500 SERIES)																				



October 27, 2020

Mrs. Shannon Desjardins  
Turtle River School Division  
Box 309  
McCreary, MB R0J 1B0

Dear Mrs. Desjardins:

**Management letter for the year ended June 30, 2020**

We have recently completed our audit of Turtle River School Division in accordance with Canadian generally accepted auditing standards ("GAAS"). The objective of our audit was to express an opinion on the consolidated financial statements, which have been prepared in accordance with Canadian public sector accounting standards. Included in our audit was the consideration of internal control relevant to the preparation and fair presentation of the financial statements. This consideration of internal control was for the purpose of designing audit procedures that were appropriate in the circumstances. It was not for the purpose of expressing an opinion on the effectiveness of internal control or for identifying all significant control deficiencies that might exist.

It is our responsibility to communicate any significant deficiencies identified to those charged with governance. A significant deficiency in internal control is defined as a deficiency or combination of deficiencies in internal control that, in the auditor's professional judgment, is of sufficient importance to merit the attention of those charged with governance. An audit is not specifically designed to identify all matters that may be of interest to management in discharging its responsibilities, however, during the course of our audit, we did not identify any areas for improvement.

We have discussed the matters in this letter with Shannon Desjardins and received her comments thereon.

We would like to express our appreciation for the co-operation and assistance we have received during the course of our audit from Shannon and Colette.

We would be pleased to discuss with you further any matters mentioned in this letter at your convenience. This communication is prepared solely for the information of management and is not intended for any other purpose. We accept no responsibility to any third party who uses this communication.

Sincerely,



**Chartered Professional Accountants**

encls.

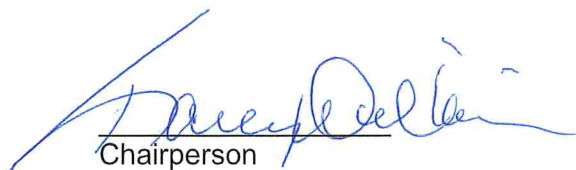
## MANAGEMENT RESPONSIBILITY REPORT

The accompanying consolidated financial statements of Turtle River School Division are the responsibility of the Division management and have been prepared in compliance with legislation, and in accordance with generally accepted accounting principles established by the Public Sector Accounting Board of the Chartered Professional Accountants of Canada. A summary of the significant accounting policies is described in Note 3 to the consolidated financial statements.

The preparation of consolidated financial statements necessarily involves the use of estimates based on management's judgment, particularly when transactions affecting the current accounting period cannot be finalized with certainty until future periods. Division management maintains a system of internal controls designed to provide reasonable assurance that assets are safeguarded, transactions are properly authorized and recorded in compliance with legislative and regulatory requirements, and reliable financial information is available on a timely basis for preparation of the consolidated financial statements. These systems are monitored and evaluated by management.

The Board of Trustees of the Division met with management and the external auditors to review the consolidated financial statements and discuss any significant financial reporting or internal control matters prior to their approval of the consolidated financial statements.

The consolidated financial statements have been audited by MNP LLP independent external auditors appointed by the Board. The accompanying Auditor's Report outlines their responsibilities, the scope of their examination and their opinion on the Division's consolidated financial statements.



Chairperson

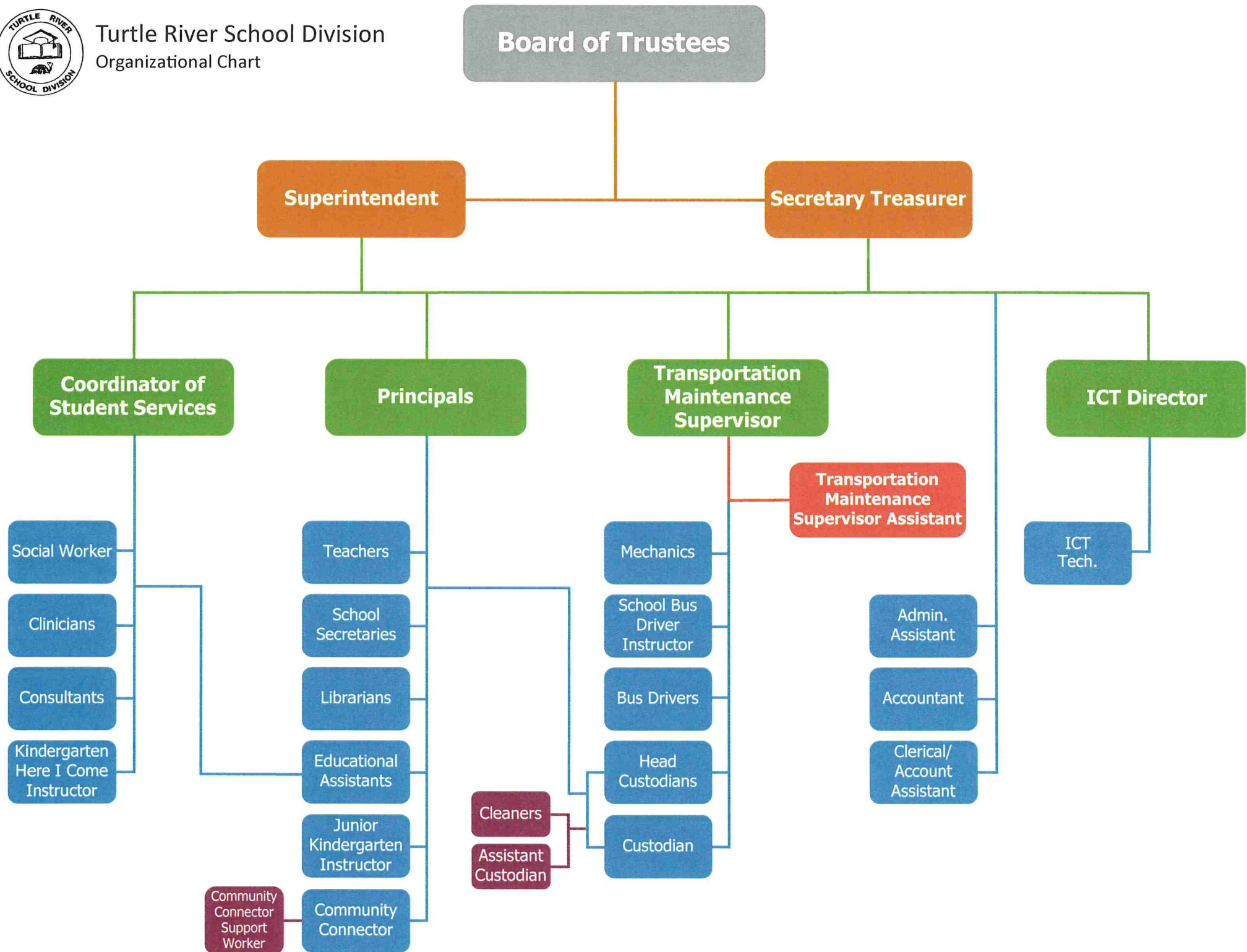


Secretary-Treasurer

October 27, 2020



**Turtle River School Division**  
Organizational Chart



## EXPENSE DEFINITIONS

**Operating Fund - consists of the nine functions defined below:**

**Function 100 - Regular Instruction** - Consists of costs related directly to the K - 12 classroom, e.g. teachers, educational assistants, textbooks (incl. e-books), related supplies, services, and equipment such as desks, chairs, tables, audio visual equipment and computers. Includes costs related to Gifted students, International Baccalaureate, Advanced Placement, university offered and correspondence courses, and enrichment activities that are generalized in nature. Also includes school based administration costs including principals, vice-principals, and support staff.

**Function 200 - Student Support Services** - Consists of costs specifically related to students who have exceptional learning needs, as well as counselling and guidance and resource costs for all students. Students with exceptional learning needs are students who have physical, cognitive, sensory, or emotional/behavioural disabilities. These costs would include special education and resource teachers, special needs educational assistants, counsellors, clinicians, and related and appropriate services (e.g. occupational therapists), supplies, textbooks, materials, equipment and software. Special education co-ordinators or student services administrators and clerical staff are also included.

**Function 300 - Adult Learning Centres** - Consists of costs related to Adult Learning Centres (ALC) owned and operated by school divisions, including "hybrid" facilities that serve both adults and regular K-12 students. ALC's offer adult centred programs in which adult education principles and practices are applied to curriculum and program delivery. Does not include costs associated with adults in the regular classroom. Also, does not include costs associated with ALC's that are governed by their own board of directors.

**Function 400 - Community Education and Services** - Consists of costs related to providing services (such as community use of facilities and gym rentals) and non-credit courses to community groups and individuals. Includes pre-kindergarten education.

**Function 500 - Divisional Administration** - Consists of costs related to the administration of the school division including the board of trustees and the superintendent's and secretary-treasurer's departments.

**Function 600 - Instructional and Other Support Services** - Consists of costs related to support services for students, teaching staff and the educational process, such as libraries/media centers, professional development, and curriculum consulting and development.

**Function 700 - Transportation of Pupils** - Consists of all costs, including supervisory and clerical personnel, related to the transportation of pupils. Does not include the purchase of school buses over \$20,000 per unit as they are recorded in the capital fund.

**Function 800 - Operations and Maintenance** - Consists of all costs, including supervisory and clerical personnel, related to the upkeep, maintenance and minor repair of all school division buildings and grounds. Includes utilities, taxes, insurance and supplies. Does not include capital costs.

**Function 900 - Fiscal** - Consists of short-term loan interest, bank charges, bad debts expense and the Health and Education Levy.



**CONSOLIDATED STATEMENT OF FINANCIAL POSITION**

as at June 30

Notes		2020	2019
	<b>Financial Assets</b>		
	Cash and Bank	2,050,123	1,231,350
	Due from - Provincial Government	313,278	308,300
	- Federal Government	49,015	43,843
	- Municipal Government	1,430,165	1,387,421
	- Other School Divisions	-	2,120
	- First Nations	-	-
	Accounts Receivable	20,754	23,889
	Accrued Investment Income	-	-
	Portfolio Investments	-	-
		<u>3,863,335</u>	<u>2,996,923</u>
	<b>Liabilities</b>		
	Overdraft	-	-
	Accounts Payable	433,027	549,924
	Accrued Liabilities	995,578	753,529
3f	Employee Future Benefits	55,919	58,956
	Accrued Interest Payable	83,399	63,309
	Due to - Provincial Government	-	-
	- Federal Government	-	-
	- Municipal Government	-	-
	- Other School Divisions	-	-
	- First Nations	-	-
6	Deferred Revenue	195,398	149,908
8	Borrowings from the Provincial Government	4,738,153	3,406,989
	Other Borrowings	-	-
	School Generated Funds Liability	-	-
		<u>6,501,474</u>	<u>4,982,615</u>
	<b>Net Assets (Debt)</b>	<u>(2,638,139)</u>	<u>(1,985,692)</u>
	<b>Non-Financial Assets</b>		
3e	Net Tangible Capital Assets (TCA Schedule)	6,489,559	5,571,332
	Inventories	141,067	109,661
	Prepaid Expenses	38,626	34,237
		<u>6,669,252</u>	<u>5,715,230</u>
9	<b>Accumulated Surplus</b>	<u>4,031,113</u>	<u>3,729,538</u>

See accompanying notes to the Financial Statements



# **CONSOLIDATED STATEMENT OF REVENUE, EXPENSES AND ACCUMULATED SURPLUS**

For the Year Ended June 30

Notes		2020	2019
	<b>Revenue</b>		
	Provincial Government	8,952,299	9,109,162
	Federal Government	-	-
	Municipal Government - Property Tax	2,788,996	2,747,366
	- Other	-	-
	Other School Divisions	52,650	60,450
	First Nations	-	4,669
	Private Organizations and Individuals	-	15,739
	Other Sources	31,097	50,655
	School Generated Funds	217,213	317,327
	Other Special Purpose Funds	-	-
		<u>12,042,255</u>	<u>12,305,368</u>
	<b>Expenses</b>		
	Regular Instruction	6,441,673	6,509,600
	Student Support Services	1,420,406	1,652,257
	Adult Learning Centres	-	-
	Community Education and Services	13,598	25,484
	Divisional Administration	392,715	379,797
	Instructional and Other Support Services	198,609	243,848
	Transportation of Pupils	882,008	1,182,386
	Operations and Maintenance	1,256,162	1,139,280
11	Fiscal - Interest	178,610	160,996
	- Other	161,168	174,345
	Amortization	569,801	561,048
	Other Capital Items	-	-
	School Generated Funds	228,967	277,256
	Other Special Purpose Funds	-	-
		<u>11,743,717</u>	<u>12,306,297</u>
	Current Year Surplus (Deficit) before Non-vested Sick Leave	<u>298,538</u>	<u>(929)</u>
	Less: Non-vested Sick Leave Expense (Recovery)	<u>(3,037)</u>	<u>6,207</u>
	Net Current Year Surplus (Deficit)	<u>301,575</u>	<u>(7,136)</u>
	Opening Accumulated Surplus	3,729,538	3,736,674
	Adjustments: Tangible Cap. Assets and Accum. Amort.	-	-
	Other than Tangible Cap. Assets	-	-
	Non-vested sick leave - prior years	-	-
	Opening Accumulated Surplus, as adjusted	<u>3,729,538</u>	<u>3,736,674</u>
	<b>Closing Accumulated Surplus</b>	<u>4,031,113</u>	<u>3,729,538</u>

See accompanying notes to the Financial Statements

# CONSOLIDATED STATEMENT OF CHANGE IN NET DEBT

For the Year Ended June 30, 2020

	2020	2019
Net Current Year Surplus (Deficit)	301,575	(7,136)
Amortization of Tangible Capital Assets	569,801	561,048
Acquisition of Tangible Capital Assets	(1,488,028)	(434,091)
(Gain) / Loss on Disposal of Tangible Capital Assets	(10,052)	-
Proceeds on Disposal of Tangible Capital Assets	10,052	-
	(918,227)	126,957
Inventories (Increase)/Decrease	(31,406)	10,768
Prepaid Expenses (Increase)/Decrease	(4,389)	30,790
	(35,795)	41,558
(Increase)/Decrease in Net Debt	(652,447)	161,379
Net Debt at Beginning of Year	(1,985,692)	(2,147,071)
Adjustments Other than Tangible Cap. Assets	-	-
	(1,985,692)	(2,147,071)
<b>Net Assets (Debt) at End of Year</b>	<b>(2,638,139)</b>	<b>(1,985,692)</b>

**CONSOLIDATED STATEMENT OF CASH FLOW**

For the Year Ended June 30, 2020

	2020	2019
<b>Operating Transactions</b>		
Net Current Year Surplus (Deficit)	301,575	(7,136)
Non-Cash Items Included in Current Year Surplus/(Deficit):		
Amortization of Tangible Capital Assets	569,801	561,048
(Gain)/Loss on Disposal of Tangible Capital Assets	(10,052)	-
Employee Future Benefits Increase/(Decrease)	(3,037)	6,207
Due from Other Organizations (Increase)/Decrease	(50,774)	(22,831)
Accounts Receivable & Accrued Income (Increase)/Decrease	3,135	(20,969)
Inventories and Prepaid Expenses - (Increase)/Decrease	(35,795)	41,558
Due to Other Organizations Increase/(Decrease)	-	-
Accounts Payable & Accrued Liabilities Increase/(Decrease)	145,242	159,308
Deferred Revenue Increase/(Decrease)	45,490	72,301
School Generated Funds Liability Increase/(Decrease)	-	-
Adjustments Other than Tangible Cap. Assets	-	-
	<u>965,585</u>	<u>789,486</u>
Cash Provided by (Applied to) Operating Transactions		
<b>Capital Transactions</b>		
Acquisition of Tangible Capital Assets	(1,488,028)	(434,091)
Proceeds on Disposal of Tangible Capital Assets	10,052	-
	<u>(1,477,976)</u>	<u>(434,091)</u>
Cash Provided by (Applied to) Capital Transactions		
<b>Investing Transactions</b>		
Portfolio Investments (Increase)/Decrease	-	-
	<u>-</u>	<u>-</u>
Cash Provided by (Applied to) Investing Transactions		
<b>Financing Transactions</b>		
Borrowings from the Provincial Government Increase/(Decrease)	1,331,164	(246,626)
Other Borrowings Increase/(Decrease)	-	-
	<u>1,331,164</u>	<u>(246,626)</u>
Cash Provided by (Applied to) Financing Transactions		
Cash and Bank / Overdraft (Increase)/Decrease	818,773	108,769
Cash and Bank (Overdraft) at Beginning of Year	<u>1,231,350</u>	<u>1,122,581</u>
<b>Cash and Bank (Overdraft) at End of Year</b>	<u><u>2,050,123</u></u>	<u><u>1,231,350</u></u>



**TURTLE RIVER SCHOOL DIVISION  
NOTES TO CONSOLIDATED FINANCIAL STATEMENTS  
JUNE 30, 2020**

**1. Nature of Organization and Economic Dependence**

The Turtle River School Division is a public body that provides education services to residents within its geographic location. The division is funded mainly by grants from the Province of Manitoba, and a special levy on the property assessment included in the Division's boundaries. The Division is exempt from income tax and is a registered charity under the Income Tax Act.

The Division is economically dependent on the Province for the majority of its revenue and capital financing requirements. Without this funding, the Division would not be able to continue its operations.

**2. Additional Information**

**a) Public Sector Accounting Board (PSAB)**

The Division adopted Public Sector Accounting Board (PSAB) standards during the 2006/07 fiscal year. Previous to the 2006/07 year Financial Statements were presented in accordance with FRAME, the prescribed method of accounting that the Division followed prior to implementation of PSAB.

**b) PS 3260 Liability for Contaminated Sites**

Effective July 1, 2014, the division has adopted the new Public Sector Accounting Board accounting standard – Liability for Contaminated Sites, Section PS3260. The standard was applied on a retroactive basis to July 1, 2013 and did not result in any adjustments to financial liabilities, tangible capital assets or accumulated surplus of the division.

**3. Significant Accounting Policies**

The consolidated financial statements have been prepared by management in accordance with Canadian generally accepted accounting principles established by PSAB of the Chartered Professional Accountants of Canada (CPA).

**a) Reporting Entity and Consolidation**

The consolidated financial statements reflect the assets, liabilities, revenues and expenses of the operating fund, capital fund, and special purpose fund of the Division. The Division reporting entity includes school generated funds. All inter-fund accounts and transactions are eliminated upon consolidation.

## **b) Basis of Accounting**

Revenues and expenses are reported on the accrual basis of accounting except when the accruals cannot be determined with a reasonable degree of certainty or when their estimation is impracticable. The accrual basis of accounting recognizes revenues as they are earned and measurable; expenses are recognized as they are incurred and measurable as a result of the receipt of goods or services and the creation of a legal obligation to pay. Expenses also include the amortization of tangible capital assets.

## **c) Fund Accounting**

The fund method of accounting is employed by the Division to record financial transactions in separate funds as defined by Financial Reporting and Accounting in Manitoba Education (FRAME) in accordance with the purpose for which the funds have been created.

The Operating Fund is maintained to record all the day to day operating revenues and expenses. The Capital Fund is used to account for the acquisition, amortization, disposal and financing of capital assets. The Special Purpose Fund is used to account for school generated funds held by the Division.

## **d) School Generated Funds**

School generated funds are moneys raised by the school, or under the auspices of the school, through extra-curricular activities for the sole use of the school that the principal of each school, subject to the rules of the school board, may raise, hold, administer and expend for the purposes of the school.

Only revenue and expenses of school generated funds controlled by the Division are included in the Consolidated Statement of Revenue, Expenses and Accumulated Surplus. To be deemed as controlled, a school must have the unilateral authority to make the decisions as to when, how and on what the funds are to be spent.

Period end cash balances of all school generated funds are included in the Consolidated Statement of Financial Position. The uncontrolled portion of this amount is reflected in the School Generated Funds Liability account. Examples of uncontrolled school generated funds are parent council funds, other parent group funds, student council funds and travel club funds. Revenues and expenses of uncontrolled school generated funds are not included in the consolidated financial statements.

## **e) Tangible Capital Assets**

Tangible capital assets are non-financial assets that are used by the Division to provide services to the public and have an economic life beyond one fiscal year. Tangible capital assets include land, buildings, buses, other vehicles, furniture and

equipment, computers, capital leases, leasehold improvements, and assets under construction.

To be classified as tangible capital assets, each asset other than land must individually meet the capitalization threshold for its class as prescribed by FRAME.

Asset Description	Capitalization Threshold (\$)	Estimated Useful Life (years)
Land	N/A	N/A
Land Improvements (1)	50,000	10
Buildings - bricks, mortar and steel	50,000	40
Buildings - wood frame	50,000	25
School buses	50,000	10
Vehicles (2)	10,000	5
Equipment (3)	10,000	5
Network Infrastructure (4)	25,000	10
Computer Hardware, Servers & Peripherals (5)	10,000	4
Computer Software (6)	10,000	4
Furniture & Fixtures	10,000	10
Leasehold Improvements	25,000	Over term of lease

NB: All amortization is on a straight line basis with no residual value. The Estimated Useful Life above is based on the acquisition of new assets. If used assets are acquired, a reasonable estimate of the remaining useful life must be determined.

Grouping of assets is not permitted except for computer work stations.

With the exception of land, donated capital assets and capital leases, all tangible capital assets, are recorded at historical cost, which includes purchase price, installation costs and other costs incurred to put the asset into service.

Buildings are recorded at historical cost when known. For buildings acquired prior to June 30, 2005 where the actual cost was not known, the replacement value for insurance purposes as at June 30, 2005 was regressed to the date of acquisition using a regression index based on Southam and CanaData construction cost indices.

All land acquired prior to June 30, 2006 has been valued by the Crown Lands and Property Agency.

All tangible capital assets, except for land, capital leases, and assets under construction, are amortized on a straight-line basis over their estimated useful lives as prescribed by FRAME. Land is not amortized. One-half of the annual amortization is charged in the year of acquisition and in the year of disposal if not fully amortized. Assets under construction are not amortized until the date of substantial completion. Interest on funds used to finance school buildings under construction is capitalized for the periods preceding the date of substantial completion.

#### **f) Employee Future Benefits**

The Province of Manitoba pays the employer portion of the Teachers' Retirement Allowances Fund (TRAF), the pension plan for all certified teachers of the Division. The Division does not contribute to TRAF, and no costs relating to this plan are included in the Division's financial statements.

However, the Division provides a defined contribution pension plan to all eligible non teachers in the Division. There is no future liability or benefit to be recorded for this type of pension plan. The Division participates in the MSBA (Manitoba School Boards Association, formerly the Manitoba Association of School Trustees) Pension Plan. The terms and conditions of this pension plan are administered by a provincial committee consisting of school trustees, employee and division management representative. The Division participates in the plan by virtue of a trust agreement. Participating employees in the plan contribute 8% of earnings to the plan. The Division matches this contribution and remits both contributions monthly.

Expected future payment of non-vested accumulated sick leave benefits for employees based on estimated sick days that will be used over earned per year has been set up as a future benefit. Employee future benefits are benefits earned by employees in the current period, but will not be paid out until a future period.

#### **g) Capital Reserve**

Certain amounts, as approved by the Board of Trustees and the Public Schools Finance Board (PSFB), have been set aside in reserve accounts for future capital purposes. These Capital Reserve accounts are internally restricted funds that form part of the Accumulated Surplus presented in the Consolidated Statement of Financial Position. The Division has a reserve for school bus purchases in the amount of \$1,104,812, a reserve for a project to upgrade the wide area network wireless computer communication system in the amount of \$72,750, a reserve for a project to upgrade school canteens in the amount of \$78,505 and a reserve for a HVAC system in the amount of \$340,000.

#### **h) Use of Estimates**

The preparation of financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and the disclosure of contingent assets and liabilities at the date of the financial statements, and the reported amounts of revenues and expenses during the reporting period.



#### **i) Financial instruments**

There are no significant terms and conditions related to financial instruments (cash, accounts receivable, investments, bank indebtedness, accounts payable and long-term debt) that may affect the amount, timing and certainty of future cash flows. The Division is exposed to credit risk from the potential non-payment of accounts receivable. However, the majority of the receivables are from local, provincial and federal governments, and therefore, the credit risk is minimal. The carrying amounts of the financial instruments approximate their carrying values, unless otherwise noted.

#### **4. Conversion to PSAB**

Commencing with the 2006/07 fiscal year, the Board has adopted generally accepted accounting principles established by PSAB.

The following changes have been implemented to comply with the PSAB standard:

- (i) Tangible capital assets were restated and amortized over their useful lives to reflect net book value. Amortization of tangible capital assets and gain or loss on disposal of capital assets are recorded in the Statement of Revenue, Expenses and Accumulated Surplus.
- (ii) The Operating Fund, Capital Fund and Special Purpose Fund are consolidated in the financial statements. The Special Purpose Fund was created to include school generated funds and charitable foundations controlled by the Division.
- (iii) The Employee Future Benefits Liability was established to account for the Division's commitment to pay vested future benefits to its employees.
- (iv) Accrued Interest Payable was established to account for accrual of interest on Debenture Debt and Other Borrowings from the last payment date. An equal amount is set up as due from the Province to offset the accrued interest payable on debenture.

#### **5. Overdraft**

The Division has an operating \$2,500,000 line of credit with the Royal Bank of Canada by way of overdraft. (By-Law #176).

In addition small capital projects are funded out of the operating fund.

## 6. Deferred Revenue

The deferral method of accounting is used for revenues received that, pursuant to legislation, regulation or agreement, may only be used for specific purposes. These amounts are recognized as revenue in the fiscal year the related expenses are incurred or services performed. The following is a breakdown of the account balance:

	Revenue		
	Balance as at	Additions	Balance as at
	June 30, 2019	in the period	June 30, 2020
		in the period	
Education Property Tax Credit	\$ 149,908	\$ 195,398	\$ 149,908
	\$ 149,908	\$ 195,398	\$ 149,908
			\$ 195,398

## 7. School Generated Funds Liability & Revenue/Expense Presentation

School generated funds revenue and expenses reported in the Consolidated Statement of Revenue, Expenses and Accumulated Surplus as at June 30, 2020 covers a period of twelve months from July 1, 2019 to June 30, 2020

## 8. Borrowings from the Provincial Government

The debenture and promissory note debt of the Division is in the form of twelve debentures and one promissory note payable, principal and interest, in twenty equal yearly installments and maturing at various dates from 2021 to 2040. Payment of principal and interest is funded entirely by grants from the Province of Manitoba. The debentures and promissory note carry interest rates that range from 2.750% to 6.875%. Debenture and promissory note interest expense payable as at June 30, 2020, is accrued and recorded in Accrued Interest Payable, and a grant in an amount equal to the interest accrued on provincially funded borrowing is recorded in Due from the Provincial Government. The debenture and promissory note principal and interest repayments in the next five years are:

	Principal	Interest	Total
2021	329,962	184,489	514,451
2022	345,479	168,973	514,452
2023	287,942	152,662	440,604
2024	300,013	140,591	440,604
2025	312,620	127,984	440,604
	1,576,016	774,699	2,350,715

## 9. Accumulated Surplus

The consolidated accumulated surplus is comprised of the following:

	<u>2020</u>
Operating Fund	
Designated Surplus	309,272
Undesignated Surplus	<u>214,528</u>
	<u>523,800</u>
Capital Fund	
Reserve Accounts	1,596,067
Equity in Tangible Capital Assets	<u>1,751,406</u>
	<u>3,347,473</u>
Special Purpose Fund	
School Generated Funds	159,840
Other Special Purpose Funds	<u>-</u>
	<u>159,840</u>
Total Accumulated Surplus	<u><u>\$ 4,031,113</u></u>

Reserve Accounts under the Capital Fund represent internally restricted reserves for specific purposes approved by the Board of Trustees and PSFB. A Schedule of Capital Reserve Accounts is provided on page 24 of the audited financial statements.

	<u>2020</u>
Bus reserve	1,104,812
Other reserves	<u>491,255</u>
Capital Reserve	<u><u>\$ 1,596,067</u></u>

## 10. Municipal Government – Property Tax and related Due from Municipal Government

Education property tax or Special Levy is raised as the Division's contribution to the cost of providing public education for the students resident in the division. The Municipal Government-Property Tax shown on the consolidated statement of revenue and expense is raised over the two calendar (tax) years; 50% from 2019 tax year and 50% from 2020 tax year. Below are the related revenue and receivable amounts:

	<u>2020</u>	<u>2019</u>
Revenue-Municipal Government-Property Tax	<u>\$ 2,788,996</u>	<u>\$ 2,747,366</u>
Receivable-Due from Municipal-Property Tax	<u><u>\$ 1,430,165</u></u>	<u><u>\$ 1,387,421</u></u>

## 11. Interest Received and Paid

The Division received interest during the year of \$15,651.

Interest expense is included in Fiscal and is comprised of the following:

	<u>2020</u>
Operating Fund	
Fiscal-short term loan, interest and bank charges	\$ 7,714
Capital Fund	
Debenture and promissory note debt interest	170,896
Other interest	-
	<u>\$ 178,610</u>

The accrual portion of debenture and promissory note debt interest expense of \$83,399. included under the Capital Fund- Interest on borrowings from the Provincial Government is offset by an accrual of the debt servicing grant from the Province of Manitoba.

## 12. Expenses by object

Expenses in the consolidated statement of revenue, expenses and accumulated surplus are reported by function as defined by FRAME. Below is the detail of expenses by object:

	Actual <u>2020</u>	Budget <u>2020</u>	Actual <u>2019</u>
Salaries	\$ 7,841,523	\$ 8,301,636	\$ 8,269,989
Employees benefits & allowances	608,606	688,171	649,468
Services	1,098,231	1,202,259	1,135,612
Supplies, materials & minor equipment	917,933	997,126	913,420
Interest	178,610	3,000	160,996
Transfers	138,878	163,688	164,163
Payroll tax	161,168	182,832	174,345
Amortization	569,801	-	561,048
Other capital items	-	-	-
School generated funds	228,967	-	277,256
Other special purpose funds	-	-	-
	<u>\$ 11,743,717</u>	<u>\$ 11,538,712</u>	<u>\$ 12,306,297</u>

## 13. Subsequent event

Subsequent to year-end, the COVID-19 (coronavirus) pandemic continues to have a significant impact on business through the restrictions put in place by the Canadian federal, provincial and municipal governments regarding travel, business operations and isolation/quarantine orders. At this time, it is unknown the extent of the impact the COVID-19 outbreak may have on the Division as this will depend on the future developments that are highly uncertain and that cannot be predicted with confidence. These uncertainties arise from the inability to predict the ultimate geographic spread of the disease, and the duration of the outbreak, including the duration of travel restrictions, business closures or disruptions, and quarantine/isolation measures that are currently, or may be put, in place by Canada and other countries to fight the virus.

#### **14. Contingent liabilities**

The Division is currently in the process of negotiating a number of employment and union based contracts that have expired. Accrued liabilities include the Division's estimate for costs related to potential wage settlements with the Division's employees represented by unions for the fiscal years ended June 30, 2019 and June 30, 2020. This liability is contingent on future events including the outcome of collective agreement negotiations between the Division and the unions representing the majority of it's employees.



## ANALYSIS OF CONSOLIDATED ACCUMULATED SURPLUS

as at June 30, 2020

Operating Fund Accumulated Surplus (Deficit)	523,800
Equity in Tangible Capital Assets	1,751,406
Capital Reserve Accounts	1,596,067
School Generated Funds	159,840
Other Special Purpose Funds	<u>0</u>
Consolidated Accumulated Surplus	<u><u>4,031,113</u></u>

Operating Fund Accumulated Surplus Comprised of:

Designated Surplus \*

[illegible]

\* Includes all Board-approved surplus designations by Board Motion or, in the case of school budget carryovers, by Board policy.

\*\* Gross of Non-vested sick leave.

## OPERATING FUND SCHEDULE OF FINANCIAL POSITION

as at June 30

	2020	2019
<b>Financial Assets</b>		
Cash and Bank	1,890,283	1,059,756
Due from		
- Provincial Government	229,879	244,991
- Federal Government	49,015	43,843
- Municipal Government	1,430,165	1,387,421
- Other School Divisions	-	2,120
- First Nations	-	-
- Other Funds	-	609,749
Accounts Receivable	20,754	23,889
Accrued Investment Income	-	-
Portfolio Investments	-	-
	3,620,096	3,371,769
<b>Liabilities</b>		
Overdraft	-	-
Accounts Payable	433,027	549,924
Accrued Liabilities	995,578	753,529
Employee Future Benefits	55,919	58,956
Accrued Interest Payable	-	-
Due to		
- Provincial Government	-	-
- Federal Government	-	-
- Municipal Government	-	-
- Other School Divisions	-	-
- First Nations	-	-
- Capital Fund	1,596,067	1,606,907
Deferred Revenue	195,398	149,908
Other Borrowings	-	-
	3,275,989	3,119,224
<b>Net Financial Assets (Net Debt)</b>	344,107	252,545
<b>Non-Financial Assets</b>		
Inventories	141,067	109,661
Prepaid Expenses	38,626	34,237
	179,693	143,898
<b>Accumulated Surplus (Deficit)</b>	523,800	396,443

**OPERATING FUND  
SCHEDULE OF REVENUE, EXPENSES  
AND ACCUMULATED SURPLUS**

For the Year Ended June 30

	2020 Actual	2020 Budget	2019 Actual
<b>Revenue</b>			
Provincial Government - Core	8,522,267	8,583,641	8,704,781
Federal Government	-	-	-
Municipal Government - Property Tax	2,788,996	2,867,421	2,747,366
- Other	-	-	-
Other School Divisions	52,650	66,300	60,450
First Nations	-	-	4,669
Private Organizations and Individuals	-	-	15,739
Other Sources	21,045	21,350	50,655
	<u>11,384,958</u>	<u>11,538,712</u>	<u>11,583,660</u>
<b>Expenses</b>			
Regular Instruction	6,441,673	6,341,619	6,509,600
Student Support Services	1,420,406	1,825,513	1,652,257
Adult Learning Centres	-	-	-
Community Education and Services	13,598	24,879	25,484
Divisional Administration	392,715	397,202	379,797
Instructional and Other Support Services	198,609	246,690	243,848
Transportation of Pupils	882,008	1,232,659	1,182,386
Operations and Maintenance	1,256,162	1,284,318	1,139,280
Fiscal	168,882	185,832	177,586
	<u>10,774,053</u>	<u>11,538,712</u>	<u>11,310,238</u>
Current Year Surplus (Deficit) before Non-vested Sick Leave	<u>610,905</u>	<u>0</u>	<u>273,422</u>
Less: Non-vested Sick Leave Expense (Recovery)	<u>(3,037)</u>		<u>6,207</u>
Current Year Surplus (Deficit) after Non-vested Sick Leave	<u>613,942</u>	<u>0</u>	<u>267,215</u>
Net Transfers from (to) Capital Fund	<u>(486,585)</u>	<u>-</u>	<u>(247,188)</u>
Transfers from Special Purpose Funds	<u>-</u>	<u>-</u>	<u>-</u>
Net Current Year Surplus (Deficit)	<u>127,357</u>	<u>0</u>	<u>20,027</u>
Opening Accumulated Surplus (Deficit)	396,443		376,416
Adjustments: Liability for Contaminated Sites	-		-
	-		-
Non-vested sick leave - prior years	-		-
Opening Accumulated Surplus (Deficit), as adjusted	<u>396,443</u>		<u>376,416</u>
<b>Closing Accumulated Surplus (Deficit)</b>	<u>523,800</u>		<u>396,443</u>

## OPERATING FUND - REVENUE DETAIL PROVINCE OF MANITOBA

For the Year Ended June 30, 2020

### Funding of Schools Program

Base Support		
Instructional Support	1,364,701	
Additional Instructional Support for Small Schools	17,172	
Sparsity	301,859	
Curricular Materials	42,492	
Information Technology	43,908	
Library Services	65,154	
Student Services	295,682	
Counselling and Guidance	58,781	
Professional Development	32,577	
Physical Education	13,625	
Occupancy	600,210	2,836,161
Categorical Support		
Transportation	749,629	
Board and Room	-	
Special Needs: Coordinator/Clinician	77,194	
Special Needs: Level 2	262,200	
Special Needs: Level 3	84,520	
Senior Years Technology Education	18,178	
English as an Additional Language	12,250	
Indigenous Academic Achievement (including BSSIP)	99,000	
Indigenous and International Languages	-	
French Language Education	12,848	
Small Schools	93,310	
Enrolment Change Support	-	
Northern Allowance	-	
Early Childhood Development Initiative	10,200	
Literacy and Numeracy	56,656	
Education for Sustainable Development	4,900	1,480,885
Equalization		2,230,408
Additional Equalization		434,059
Adjustment for Days Closed		-
Formula Guarantee		-
Other Program Support		
School Buildings Support: "D" Projects	50,520	
Technology Education Equipment Replacement	17,200	
Skills Strategy Equipment Enhancement	62,708	
Other Minor Capital Support	-	
Prior Year Support		
Finalization of Previous Year Support	-	
Curricular Materials	-	
School Buildings Support: "D" Projects	-	
Technology Education Equipment	-	130,428
		<u>7,111,941</u>

## OPERATING FUND - REVENUE DETAIL PROVINCE OF MANITOBA (CONT'D)

For the Year Ended June 30, 2020

### Other Department of Education

Non-Resident	-	
Special Needs	-	
Institutional Programs	-	
Nursing Supports (URIS)	-	
Substitute Fees	1,144	
General Support Grant	147,272	
Education Property Tax Credit	717,906	
Tax Incentive Grant	310,348	
Early Years Enhancement Grant	90,000	
Community Schools	80,000	
Healthy Schools Initiative	6,524	
Learning to Age 18 Coordinator	20,000	
Other: French Revitalization	31,500	
Test Marking	632	
		1,405,326

### Other Provincial Government Departments (Not including GBE's)

Employment Programs	-	
Adult Learning Centres	-	
Other: Prairie Mountain Health - Healthy Together Now	5,000	
		5,000

Funding of Schools Program (previous page)		7,111,941
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TOTAL PROVINCIAL GOVERNMENT REVENUE		8,522,267
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# **OPERATING FUND - REVENUE DETAIL** **NON-PROVINCIAL GOVERNMENT SOURCES**

For the Year Ended June 30, 2020

## **Federal Government**

Tuition Fees		-	
Transportation of Pupils		-	
French Language Monitor		-	
English as an Additional Language (Adults)		-	
Other:		-	
			0

## **Municipal Government**

Special Requirement	3,817,250		
Less: Education Property Tax Credit	(717,906)		
Less: Tax Incentive Grant	(310,348)	2,788,996	
Other:			2,788,996

## **Other School Divisions**

Tuition Fees		-	
Transfer Fees		52,650	
Residual Fees		-	
Transportation of Pupils		-	
Other:		-	
			52,650

## **First Nations**

Tuition Fees		-	
Transportation of Pupils		-	
Other:		-	
			0

## **Private Organizations and Individuals (Includes GBE's)**

Regular Tuition		-	
International Tuition		-	
Continuing Education		-	
Other Tuition:		-	
Food Service		-	
Government Business Enterprises (GBE's)		-	
Other:		-	
			0

## **Other Sources**

Interest		15,651	
Donations		-	
Other:		-	
	Photocopying charges	66	
	Transportation Reimbursement	5,328	
			21,045

**TOTAL NON-PROVINCIAL GOVERNMENT REVENUE**

**2,862,691**

**OPERATING FUND - EXPENSE BY FUNCTION AND BY OBJECT**

For the Year Ended June 30

FUNCTION OBJECT	100	200	300	400	500	600	700	800	900	2020	2019
	Regular Instruction	Student Support Services	Adult Learning Centres	Education and Services	Divisional Administration	Instructional and Other Support Services	Transportation of Pupils	Operations and Maintenance	Fiscal	TOTALS	TOTALS
Salaries	5,323,743	1,212,671	-	11,149	236,007	141,619	495,576	420,758		7,841,523	8,269,989
Employees Benefits and Allowances	303,238	121,541	-	1,811	25,220	21,841	70,964	63,991		608,606	649,468
Services	199,345	84,014	-	313	122,114	25,136	34,694	632,615		1,098,231	1,135,612
Supplies, Materials and Minor Equipment	478,381	2,180	-	325	9,374	10,013	278,862	138,798		917,933	913,420
Interest and Bank Charges									7,714	7,714	3,241
Bad Debt Expense									-	0	0
Transfers	136,966	-	-	-	-	-	1,912	-	(PAYROLL TAX) 161,168	300,046	338,508
TOTALS	6,441,673	1,420,406	0	13,598	392,715	198,609	882,008	1,256,162	168,882	10,774,053	11,310,238

**OPERATING FUND - EXPENSE DETAIL: FUNCTION 100**

For the Year Ended June 30, 2020

REGULAR INSTRUCTION		10 ADMINISTRATION	SINGLE TRACK SCHOOLS *			80 DUAL TRACK SCHOOLS **	90 SENIOR YEARS TECHNOLOGY EDUCATION	TOTALS
			20 ENGLISH LANGUAGE	50 FRANÇAIS	70 FRENCH IMMERSION			
CODE	OBJECT \ PROGRAM							
3XX	SALARIES							
320	Executive, Managerial and Supervisory	342,643						342,643
330	Instructional - Teaching		4,323,366		296,021			4,619,387
350	Instructional - Other		82,996		5,556			88,552
360	Technical, Specialized and Service							0
370	Secretarial, Clerical and Other	150,573						150,573
390	Information Technology	122,588						122,588
	Total Salaries	615,804	4,406,362	0	301,577	0	0	5,323,743
4XX	EMPLOYEES BENEFITS AND ALLOWANCES	53,728	233,695		15,815			303,238
5-6XX	SERVICES							
510	Professional, Technical and Specialized		1,530					1,530
520	Communications	21,940						21,940
540	Travel and Meetings	2,922	15,000					17,922
560	Tuition		48,990					48,990
570	Printing and Binding							0
580	Insurance and Bond Premiums		1,007					1,007
590	Maintenance and Repair Services		23,800		2,574			26,374
610	Rentals		7,117					7,117
630	Advertising		6,028		1,573			7,601
640	Dues and Fees							0
650	Professional and Staff Development	95						95
680	Information Technology Services	15,894	50,875					66,769
	Total Services	40,851	154,347	0	4,147	0	0	199,345
7XX	SUPPLIES, MATERIALS AND MINOR EQUIPMENT							
710	Supplies		140,286		7,317			147,603
740	Curricular and Media Materials		114,928		3,659			118,587
760	Minor Equipment		3,066					3,066
780	Information Technology Equipment		208,603		522			209,125
	Total Supplies, Materials and Minor Equipment	0	466,883	0	11,498	0	0	478,381
96X-99	TRANSFERS							
960	School Divisions		54,040		82,926			136,966
980	Organizations and Individuals							0
	Total Transfers	0	54,040	0	82,926	0	0	136,966
	TOTALS	710,383	5,315,327	0	415,963	0	0	6,441,673

\* 90% or more of enrolment is in one of the following instructional programs: English Language, Français, French Immersion.

\*\* includes multi-track schools.



**OPERATING FUND - EXPENSE DETAIL: FUNCTION 200**

For the Year Ended June 30, 2020

STUDENT SUPPORT SERVICES		10	30	40	50	60	70	
CODE	OBJECT \ PROGRAM	ADMINISTRATION /CO-ORDINATION	CLINICAL AND RELATED SERVICES	SPECIAL PLACEMENT	REGULAR PLACEMENT	RESOURCE SERVICES	COUNSELLING AND GUIDANCE	TOTALS
3XX	SALARIES							
320	Executive, Managerial and Supervisory	64,664						64,664
330	Instructional - Teaching					449,805	58,081	507,886
350	Instructional - Other				558,642			558,642
360	Technical, Specialized and Service							0
370	Secretarial, Clerical and Other	13,735						13,735
380	Clinician		67,744					67,744
390	Information Technology							0
	Total Salaries	78,399	67,744	0	558,642	449,805	58,081	1,212,671
4XX	EMPLOYEES BENEFITS AND ALLOWANCES	5,129	4,044		90,229	19,520	2,619	121,541
5-6XX	SERVICES							
510	Professional, Technical and Specialized		70,075		980	948		72,003
520	Communications		423					423
540	Travel and Meetings	1,995	6,785					8,780
560	Tuition							0
570	Printing and Binding							0
580	Insurance and Bond Premiums							0
590	Maintenance and Repair Services							0
610	Rentals							0
630	Advertising	212						212
640	Dues and Fees	650						650
650	Professional and Staff Development	446	1,500					1,946
680	Information Technology Services							0
	Total Services	3,303	78,783	0	980	948	0	84,014
7XX	SUPPLIES, MATERIALS AND MINOR EQUIPMENT							
710	Supplies		1,573			563		2,136
740	Curricular and Media Materials		44					44
760	Minor Equipment							0
780	Information Technology Equipment							0
	Total Supplies, Materials and Minor Equipment	0	1,617	0	0	563	0	2,180
96X-99	TRANSFERS							
960	School Divisions							0
980	Organizations and Individuals							0
	Total Transfers	0	0	0	0			0
	TOTALS	86,831	152,188	0	649,851	470,836	60,700	1,420,406

**OPERATING FUND - EXPENSE DETAIL: FUNCTION 300**

For the Year Ended June 30, 2020

<b>ADULT LEARNING CENTRES</b>		10	20	
CODE	OBJECT \ PROGRAM	ADMINISTRATION AND OTHER	INSTRUCTION	TOTALS
3XX	SALARIES			
320	Executive, Managerial and Supervisory			0
330	Instructional - Teaching			0
350	Instructional - Other			0
360	Technical, Specialized and Service			0
370	Secretarial, Clerical and Other			0
390	Information Technology			0
	Total Salaries	0	0	0
4XX	EMPLOYEES BENEFITS AND ALLOWANCES			0
5-6XX	SERVICES			
510	Professional, Technical and Specialized			0
520	Communications			0
530	Utility Services			0
540	Travel and Meetings			0
560	Tuition			0
570	Printing and Binding			0
580	Insurance and Bond Premiums			0
590	Maintenance and Repair Services			0
610	Rentals			0
620	Property Taxes			0
630	Advertising			0
640	Dues and Fees			0
650	Professional and Staff Development			0
680	Information Technology Services			0
	Total Services	0	0	0
7XX	SUPPLIES, MATERIALS AND MINOR EQUIPMENT			
710	Supplies			0
740	Curricular and Media Materials			0
760	Minor Equipment			0
780	Information Technology Equipment			0
	Total Supplies, Materials and Minor Equipment	0	0	0
96X-99	TRANSFERS			
960	School Divisions			0
980	Organizations and Individuals			0
999	Recharge			0
	Total Transfers	0	0	0
	TOTALS	0	0	0



**OPERATING FUND - EXPENSE DETAIL: FUNCTION 400**

For the Year Ended June 30, 2020

<b>COMMUNITY EDUCATION AND SERVICES</b>		10	20	30	40	
		CONTINUING	ENGLISH AS AN	COMMUNITY	PRE-KINDERGARTEN	TOTALS
CODE	OBJECT \ PROGRAM	EDUCATION	ADDITIONAL LANGUAGE	SERVICES AND	EDUCATION	
			FOR ADULTS	RECREATION		
3XX	SALARIES					
320	Executive, Managerial and Supervisory					0
330	Instructional - Teaching					0
350	Instructional - Other				11,149	11,149
360	Technical, Specialized and Service					0
370	Secretarial, Clerical and Other					0
380	Clinician					0
390	Information Technology					0
	Total Salaries	0	0	0	11,149	11,149
4XX	EMPLOYEES BENEFITS AND ALLOWANCES				1,811	1,811
5-6XX	SERVICES					
510	Professional, Technical and Specialized					0
520	Communications					0
540	Travel and Meetings					0
570	Printing and Binding					0
580	Insurance and Bond Premiums					0
590	Maintenance and Repair Services					0
610	Rentals					0
630	Advertising				313	313
640	Dues and Fees					0
650	Professional and Staff Development					0
680	Information Technology Services					0
	Total Services	0	0	0	313	313
7XX	SUPPLIES, MATERIALS AND MINOR EQUIPMENT					
710	Supplies				325	325
740	Curricular and Media Materials					0
760	Minor Equipment					0
780	Information Technology Equipment					0
	Total Supplies, Materials and Minor Equipment	0	0	0	325	325
96X-99	TRANSFERS					
980	Organizations and Individuals					0
999	Recharge					0
	Total Transfers	0	0	0	0	0
	TOTALS	0	0	0	13,598	13,598

**OPERATING FUND - EXPENSE DETAIL: FUNCTION 500**

For the Year Ended June 30, 2020

<b>DIVISIONAL ADMINISTRATION</b>		10	20	30	50	
CODE	OBJECT \ PROGRAM	BOARD OF TRUSTEES	INSTRUCTIONAL MANAGEMENT & ADMINISTRATION	BUSINESS AND ADMINISTRATIVE SERVICES	MANAGEMENT INFORMATION SERVICES	TOTALS
3XX	SALARIES					
310	Trustees Remuneration	43,727				43,727
320	Executive, Managerial and Supervisory		43,109	78,846		121,955
360	Technical, Specialized and Service					0
370	Secretarial, Clerical and Other			70,325		70,325
390	Information Technology					0
	Total Salaries	43,727	43,109	149,171	0	236,007
4XX	EMPLOYEES BENEFITS AND ALLOWANCES	1,358	1,882	21,980		25,220
5-6XX	SERVICES					
510	Professional, Technical and Specialized			23,224	14,148	37,372
520	Communications		1,397	11,383		12,780
540	Travel and Meetings	10,207	540	1,247		11,994
570	Printing and Binding					0
580	Insurance and Bond Premiums	253		22,036		22,289
590	Maintenance and Repair Services			4,675		4,675
610	Rentals					0
630	Advertising	305				305
640	Dues and Fees	27,777		24		27,801
650	Professional and Staff Development	3,653		1,245		4,898
680	Information Technology Services					0
	Total Services	42,195	1,937	63,834	14,148	122,114
7XX	SUPPLIES, MATERIALS AND MINOR EQUIPMENT					
710	Supplies	1,740		6,042		7,782
740	Curricular and Media Materials		1,564	28		1,592
760	Minor Equipment					0
780	Information Technology Equipment					0
	Total Supplies, Materials and Minor Equipment	1,740	1,564	6,070	0	9,374
96X-99	TRANSFERS					
960	School Divisions					0
980	Organizations and Individuals					0
999	Recharge					0
	Total Transfers	0	0	0		0
	TOTALS	89,020	48,492	241,055	14,148	392,715



**OPERATING FUND - EXPENSE DETAIL: FUNCTION 600**

For the Year Ended June 30, 2020

<b>INSTRUCTIONAL AND OTHER SUPPORT SERVICES</b>		05 CURRICULUM CONSULTING & DEVELOPMENT ADMINISTRATION	10 CURRICULUM CONSULTING & DEVELOPMENT	20 LIBRARY / MEDIA CENTRE	30 PROFESSIONAL AND STAFF DEVELOPMENT	80 OTHER	TOTALS
CODE	OBJECT \ PROGRAM						
3XX	SALARIES						
320	Executive, Managerial and Supervisory						0
330	Instructional - Teaching						0
350	Instructional - Other			82,000			82,000
360	Technical, Specialized and Service					59,619	59,619
370	Secretarial, Clerical and Other						0
390	Information Technology						0
	Total Salaries	0	0	82,000	0	59,619	141,619
4XX	EMPLOYEES BENEFITS AND ALLOWANCES			12,740		9,101	21,841
5-6XX	SERVICES						
510	Professional, Technical and Specialized						0
520	Communications						0
540	Travel and Meetings					352	352
560	Tuition						0
570	Printing and Binding						0
580	Insurance and Bond Premiums						0
590	Maintenance and Repair Services					892	892
610	Rentals						0
630	Advertising						0
640	Dues and Fees						0
650	Professional and Staff Development			812	23,080		23,892
680	Information Technology Services						0
	Total Services	0	0	812	23,080	1,244	25,136
7XX	SUPPLIES, MATERIALS AND MINOR EQUIPMENT						
710	Supplies			1,863	640	2,702	5,205
740	Curricular and Media Materials			4,531	277		4,808
760	Minor Equipment						0
780	Information Technology Equipment						0
	Total Supplies, Materials and Minor Equipment	0	0	6,394	917	2,702	10,013
96X-99	TRANSFERS						
960	School Divisions						0
980	Organizations and Individuals						0
	Total Transfers					0	0
	TOTALS	0	0	101,946	23,997	72,666	198,609

## OPERATING FUND - EXPENSE DETAIL: FUNCTION 700

For the Year Ended June 30, 2020

TRANSPORTATION OF PUPILS		10	20	70	80	90	
CODE	OBJECT \ PROGRAM	ADMINISTRATION	REGULAR	ALLOWANCES IN LIEU OF TRANSPORTATION	BOARDING OF STUDENTS/ DORMITORIES	FIELD TRIPS AND OTHER	TOTALS
3XX	SALARIES						
320	Executive, Managerial and Supervisory	17,945					17,945
350	Instructional - Other						0
360	Technical, Specialized and Service	17,860	450,884				468,744
370	Secretarial, Clerical and Other	8,887					8,887
390	Information Technology						0
	Total Salaries	44,692	450,884		0	0	495,576
4XX	EMPLOYEES BENEFITS AND ALLOWANCES	7,130	63,834				70,964
5-6XX	SERVICES						
510	Professional, Technical and Specialized						0
520	Communications	814	1,016				1,830
540	Travel and Meetings		6,808				6,808
550	Transportation of Pupils						0
570	Printing and Binding						0
580	Insurance and Bond Premiums		20,867				20,867
590	Maintenance and Repair Services		392				392
610	Rentals						0
630	Advertising		1,963				1,963
640	Dues and Fees		2,036				2,036
650	Professional and Staff Development	798					798
680	Information Technology Services						0
	Total Services	1,612	33,082	0	0	0	34,694
7XX	SUPPLIES, MATERIALS AND MINOR EQUIPMENT						
710	Supplies		278,084				278,084
740	Curricular and Media Materials		300				300
760	Minor Equipment						0
780	Information Technology Equipment		478				478
	Total Supplies, Materials and Minor Equipment	0	278,862		0	0	278,862
96X-99	TRANSFERS						
960	School Divisions						0
980	Organizations and Individuals					1,912	1,912
999	Recharge		(25,239)			25,239	0
	Total Transfers	0	(25,239)	0	0	27,151	1,912
	TOTALS	53,434	801,423	0	0	27,151	882,008



**OPERATING FUND - EXPENSE DETAIL: FUNCTION 800**

For the Year Ended June 30, 2020

<b>OPERATIONS AND MAINTENANCE</b>		10	20	50	70	80	
		ADMINISTRATION	SCHOOL BUILDINGS MAINTENANCE	SCHOOL BUILDINGS REPAIRS AND REPLACEMENTS	OTHER BUILDINGS	GROUND	TOTALS
CODE	OBJECT \ PROGRAM						
3XX	SALARIES						
320	Executive, Managerial and Supervisory	17,945					17,945
360	Technical, Specialized and Service	17,860	367,011		9,055		393,926
370	Secretarial, Clerical and Other	8,887					8,887
390	Information Technology						0
	Total Salaries	44,692	367,011	0	9,055	0	420,758
4XX	EMPLOYEES BENEFITS AND ALLOWANCES	7,130	55,490		1,371		63,991
5-6XX	SERVICES						
510	Professional, Technical and Specialized						0
520	Communications		858				858
530	Utility Services		301,516		30,014		331,530
540	Travel and Meetings	15	5,094				5,109
570	Printing and Binding						0
580	Insurance and Bond Premiums		72,021				72,021
590	Maintenance and Repair Services		99,629	82,068	270	20,358	202,325
610	Rentals		4,800				4,800
620	Property Taxes		6,177				6,177
630	Advertising		1,287				1,287
640	Dues and Fees		1,455				1,455
650	Professional and Staff Development	518	305				823
680	Information Technology Services		5,429		801		6,230
	Total Services	533	498,571	82,068	31,085	20,358	632,615
7XX	SUPPLIES, MATERIALS AND MINOR EQUIPMENT						
710	Supplies		136,329		323	2,022	138,674
740	Curricular and Media Materials						0
760	Minor Equipment		124				124
780	Information Technology Equipment						0
	Total Supplies, Materials and Minor Equipment	0	136,453	0	323	2,022	138,798
96X-99	TRANSFERS						
999	Recharge						0
	TOTALS	52,355	1,057,525	82,068	41,834	22,380	1,256,162



## OPERATING FUND - DETAIL OF TRANSFERS TO (FROM) CAPITAL FUND

For the Year Ended June 30, 2020

### Transfers To Capital Fund

Category "D" School Buildings	-
Bus Reserve	-
Bus Purchases	399,073
Other Vehicles	-
Furniture/Fixtures & Equipment	-
Computer Hardware & Software	-
Assets Under Construction	19,686

Other:

CNC Machine Ste. Rose School	37,807
Sharp MX6570 Photocopier (Alonsa)	11,946
Ecole Laurier Playground Structure	3,776
Unfunded portion of Laurier/Alonsa Roofing Projects	5,063
Unfunded portion of Grooming Room/Roof Replacement	19,286

496,637

### Less: Transfers From Capital Fund

Sale of School Buses	8,412
MPI Payout on 2003 Cavalier	1,640

10,052

### Net Transfers To (From) Capital Fund

486,585

# CAPITAL FUND SCHEDULE OF FINANCIAL POSITION

as at June 30

	2020	2019
<b>Financial Assets</b>		
Cash and Bank	-	-
Due from		
- Provincial Government	83,399	63,309
- Federal Government	-	-
- Municipal Government	-	-
- First Nations	-	-
- Other Funds	1,596,067	1,606,907
Accounts Receivable	-	-
Accrued Investment Income	-	-
Portfolio Investments	-	-
	<u>1,679,466</u>	<u>1,670,216</u>
<b>Liabilities</b>		
Overdraft	-	-
Accounts Payable	-	-
Accrued Liabilities	-	-
Accrued Interest Payable	83,399	63,309
Due to		
- Provincial Government	-	-
- Federal Government	-	-
- Municipal Government	-	-
- First Nations	-	-
- Operating Fund	-	609,749
Deferred Revenue	-	-
Borrowings from the Provincial Government	4,738,153	3,406,989
Other Borrowings	-	-
	<u>4,821,552</u>	<u>4,080,047</u>
<b>Net Assets (Debt)</b>	<u>(3,142,086)</u>	<u>(2,409,831)</u>
<b>Non-Financial Assets</b>		
Net Tangible Capital Assets	<u>6,489,559</u>	<u>5,571,332</u>
<b>Accumulated Surplus / Equity *</b>	<u>3,347,473</u>	<u>3,161,501</u>
* Comprised of:		
Reserve Accounts	1,596,067	1,606,907
Equity in Tangible Capital Assets	1,751,406	1,554,594
	<u>3,347,473</u>	<u>3,161,501</u>

# CAPITAL FUND SCHEDULE OF REVENUE, EXPENSES AND ACCUMULATED SURPLUS

For the Year Ended June 30

	2020	2019
<b>Revenue</b>		
Provincial Government		
Grants	-	-
Debt Servicing - Principal	259,136	246,626
- Interest	170,896	157,755
Federal Government		-
Municipal Government	-	-
Other Sources:		
Investment Income	-	-
Donations	-	-
MB Hydro grant	-	-
Gain / (Loss) on Disposal of Capital Assets	10,052	-
Gain on receipt of Modular classroom	-	-
	-	-
	-	-
	440,084	404,381
<b>Expenses</b>		
Amortization	569,801	561,048
Interest on Borrowings from the Provincial Government	170,896	157,755
Other Interest	-	-
Other Capital Items	-	-
	740,697	718,803
Current Year Surplus / (Deficit)	(300,613)	(314,422)
Net Transfers from (to) Operating Fund	486,585	247,188
Transfers from Special Purpose Fund	-	-
Net Current Year Surplus (Deficit)	185,972	(67,234)
Opening Accumulated Surplus / Equity	3,161,501	3,228,735
Adjustments:	-	-
	-	-
Opening Accumulated Surplus / Equity as adjusted	3,161,501	3,228,735
<b>Closing Accumulated Surplus / Equity</b>	3,347,473	3,161,501

**SCHEDULE OF TANGIBLE CAPITAL ASSETS**

at June 30, 2020

	Buildings and Leasehold Improvements		School Buses	Other Vehicles	Furniture / Fixtures & Equipment	Computer Hardware & Software *	Land	Land Improvements	Assets Under Construction	2020 TOTALS	2019 TOTALS
	School	Non-School									
<b>Tangible Capital Asset Cost</b>											
Opening Cost, as previously reported	11,832,639	411,192	3,529,478	226,451	354,441	221,541	36,325	-	609,749	17,221,816	16,787,725
Adjustments	-	-	-	-	-	-	-	-	-	-	-
Opening Cost adjusted	11,832,639	411,192	3,529,478	226,451	354,441	221,541	36,325	-	609,749	17,221,816	16,787,725
Add:											
Additions during the year	1,614,649	-	399,073	-	64,369	-	-	-	(590,063)	1,488,028	434,091
Less:											
Disposals and write downs	-	-	653,997	14,772	-	-	-	-	-	668,769	-
Closing Cost	13,447,288	411,192	3,274,554	211,679	418,810	221,541	36,325	-	19,686	18,041,075	17,221,816
<b>Accumulated Amortization</b>											
Opening, as previously reported	8,181,931	411,192	2,458,072	154,961	229,381	214,947		-		11,650,484	11,089,436
Adjustments	-	-	-	-	-	-		-		-	-
Opening adjusted	8,181,931	411,192	2,458,072	154,961	229,381	214,947		-		11,650,484	11,089,436
Add:											
Current period Amortization	300,524	-	200,638	19,893	43,893	4,853		-		569,801	561,048
Less:											
Accumulated Amortization on Disposals and Writedowns	-	-	653,997	14,772	-	-		-		668,769	-
Closing Accumulated Amortization	8,482,455	411,192	2,004,713	160,082	273,274	219,800		-		11,551,516	11,650,484
<b>Net Tangible Capital Asset</b>	4,964,833	-	1,269,841	51,597	145,536	1,741	36,325	-	19,686	6,489,559	5,571,332
<b>Proceeds from Disposal of Capital Assets</b>	-	-	8,412	1,640	-	-				10,052	-

\* Includes network infrastructure.

**SCHEDULE OF CAPITAL RESERVE ACCOUNTS**  
**For the Year Ended June 30, 2020**

Fund Name >	Buses	Wide Area Network Wireless	HVAC Systems	Playground Upgrades	School Canteen Project	Totals
Opening Balance, July 1, 2019	1,104,812	72,750	340,000	10,840	78,505	<b>1,606,907</b>
Additions: (Provide a description of each transaction)						
						-
						-
						-
						-
						-
						-
						-
						-
Total Additions	-	-	-	-	-	-
Withdrawals: (Provide a description of each transaction)						
Playground Equipment Ecole Laurier				10,840		10,840
						-
						-
						-
						-
						-
						-
						-
Total Withdrawals	-	-	-	10,840	-	10,840
Closing Balance, June 30, 2020	<b>1,104,812</b>	72,750	340,000	-	78,505	<b>1,596,067</b>

I certify that the information above is true and correct and that the withdrawals have been made for the purposes approved by the Public Schools Finance Board.

Oct 27, 2020  
Date

  
Secretary-Treasurer



# SPECIAL PURPOSE FUND SCHEDULE OF FINANCIAL POSITION

as at June 30

	2020	2019
<b>Financial Assets</b>		
Cash and Bank	159,840	171,594
GST Receivable	-	-
Accrued Investment Income	-	-
Portfolio Investments	-	-
	159,840	171,594
<b>Liabilities</b>		
School Generated Funds Liability	-	-
Accounts Payable	-	-
Accrued Liabilities	-	-
Due to Other Funds	-	-
Deferred Revenue	-	-
	0	0
<b>Accumulated Surplus *</b>	159,840	171,594
* Comprised of:		
School Generated Funds Accumulated Surplus	159,840	171,594
Other Funds Accumulated Surplus	-	-
<b>Accumulated Surplus *</b>	159,840	171,594

**SPECIAL PURPOSE FUND  
SCHEDULE OF REVENUE, EXPENSES  
AND ACCUMULATED SURPLUS**

For the Year Ended June 30

	2020	2019
<b>Revenue</b>		
School Generated Funds	217,213	317,327
Other Funds	-	-
	-	-
	217,213	317,327
<b>Expenses</b>		
School Generated Funds	228,967	277,256
Other Funds	-	-
	-	-
	228,967	277,256
Current Year Surplus (Deficit)	(11,754)	40,071
Transfers (to) Operating Fund	-	-
Transfers (to) Capital Fund	-	-
Net Current Year Surplus (Deficit)	(11,754)	40,071
Opening Accumulated Surplus	171,594	131,523
Adjustments: School Generated Funds	-	-
Other Funds	-	-
Opening Accumulated Surplus as adjusted	171,594	131,523
<b>Closing Accumulated Surplus</b>	159,840	171,594

## STUDENT ENROLMENTS (FRAME) AND TRANSPORTATION STATISTICS (UNAUDITED)

ENROLMENTS BY PROGRAM		F.T.E. Enrolment September 30, 2019
REGULAR INSTRUCTION		
English Language - Single Track		647.0
Francais - Single Track		-
French Immersion - Single Track		45.0
Dual Track		
- English Language	-	
- Francais	-	
- French Immersion	-	
- Other Bilingual	-	0.0
Senior Years Technology Education		-
TOTAL NUMBER OF FULL TIME EQUIVALENT K - 12 STUDENTS		<u>692.0</u>

TRANSPORTATION OF PUPILS	
TRANSPORTED STUDENTS (September 30)	545
TOTAL KILOMETERS - LOG BOOK (For the period ended June 30)	477,971
TOTAL KILOMETERS - BUS ROUTES (For the period ended June 30)	473,110
LOADED KILOMETERS (For the period ended June 30)	312,906

**FULL TIME EQUIVALENT PERSONNEL (UNAUDITED)**

For the 2019/20 Fiscal Year

CODE	OBJECT \ FUNCTION	FUNCTION 100	FUNCTION 200	FUNCTION 300	FUNCTION 400	FUNCTION 500	FUNCTION 600	FUNCTION 700	FUNCTION 800	TOTALS
320	Executive, Managerial, & Supervisory	3.22	0.60			1.20		0.25	0.25	5.52
330	Instructional - Teaching	53.96	5.57							59.53
350	Instructional - Other	4.16	27.01		0.60		4.33			36.10
360	Technical, Specialized And Service						1.00	23.75	9.35	34.10
370	Secretarial, Clerical And Other	4.59	0.34			1.72		0.22	0.22	7.09
380	Clinician		1.00							1.00
390	Information Technology	2.00								2.00
TOTALS (excluding Trustees)		67.93	34.52	0.00	0.60	2.92	5.33	24.22	9.82	145.34
510 Contracted Clinicians (include private clinicians where possible)			0.45							
310 TRUSTEES										5.00

### CALCULATION OF ADMINISTRATION COSTS AS A PERCENTAGE OF TOTAL EXPENSES

**Administration Costs**

Divisional Administration, Function 500	392,715
Less: Liability Insurance	<u>22,036</u>
Administration portion of self-funded expenses (see below)	0 *
Trustee election costs	-
	<u><u>370,679 (A)</u></u>

**Expense Base**

Total Operating Expenses	10,774,053
Plus: Transfers to Capital	496,637
Less: Adult Learning Centres, Function 300	<u>0</u>
	<u><u>11,270,690 (B)</u></u>

**Percentage (A) / (B)**

3.29%

**% increase in 2019/20 Special Requirement**

0.20% Limit Met

**Maximum Allowable Percentage**

3.53%

Special Requirement Limit	Met	Exceeded
If FTE Enrolment is 5,000 or over	2.70%	2.40%
If FTE Enrolment is 1,000 or less	3.53%	3.42%
If FTE enrolment is between 1,000 and 5,000	3.53%	3.42%
Northern Division	4.25%	4.25%
If FTE enrolment is between 1,000 and 5,000:		
2% Special Requirement limit met - To a maximum of 3.53%	$2.94\% + (5,000 - \text{enrolment}) \times 0.0001475\%$	
2% Special Requirement limit exceeded - To a maximum of 3.42%	$2.85\% + (5,000 - \text{enrolment}) \times 0.0001425\%$	

**Self-Funded Expenses (fully offset by incremental revenues):****International Student Programs****Expenses (1)**

Instructional	-
Administration (deducted above)	-
Other:	-
	<u>0</u>

**Associated Revenue (2)**

-

**Self-Administered Pension Plans****Expenses (1)**

Administration (deducted above)	-
Other:	-
	<u>0</u>

**Associated Revenue (2)**

-

(1) Incremental costs of the program.

(2) Tuition fees from international students or the pension plan administration fee.



## CALCULATION OF ALLOWABLE AND UNSUPPORTED EXPENSES

CALCULATION OF ALLOWABLE EXPENSES				REDUCTIONS TO EXPENSES				
FUNCTION / PROGRAM	TOTAL EXPENSES	ADJUSTMENTS TO EXPENSES	CATEGORICAL SUPPORT	OTHER PROGRAM SUPPORT	OTHER PROVINCIAL GOVERNMENT REVENUE	NON-PROVINCIAL SOURCES		ALLOWABLE EXPENSES
						TUITION, TRANSFER AND RESIDUAL FEES	OTHER	
		< < < < (from Appendix A) > > > >				< < < < (from Appendix B) > > > >		
210 - 260 Student Support Services	1,359,706	0	480,570	0	0	0	0	879,136
270 Counselling and Guidance	60,700	0	0	0	0	0	0	60,700
300 Adult Learning Centres	0				0	0	0	
400 Community Education and Services	13,598		0	0	0	0	0	
620 Library / Media Centre	101,946	0	0	0	0	0	0	101,946
630 Professional and Staff Development	23,997	0	0	0	0	0	0	23,997
800 Operations and Maintenance	1,256,162	(10,052)	0	50,520	0	0	0	1,195,590
ALLOCATED ADJUSTMENTS/REDUCTIONS		(10,052)	480,570	50,520	0	0	0	
UNALLOCATED ADJUSTMENTS/REDUCTIONS		64,369	1,000,315	79,908	382,072	52,650	5,394	(1)
TOTALS	2,816,109	54,317	1,480,885	130,428	382,072	52,650	5,394	2,261,369

OTHER FUNCTION/PROGRAMS EXPENSES	7,957,944
TOTAL EXPENSES	10,774,053

☐ OPEN OR CLOSE DETAIL

CALCULATION OF UNSUPPORTED EXPENSES	
OTHER FUNCTION/PROGRAMS EXPENSES	7,957,944
TOTAL ALLOWABLE EXPENSES	2,261,369
TOTAL UNALLOCATED ADJUSTMENTS/REDUCTIONS (1)	(1,455,970)
Base Support (from page 8)	(2,836,161)
Formula Guarantee (from page 8)	0
SCHOOL BUS AMORTIZATION (from TCA Sched page 23)	200,638
TOTAL UNSUPPORTED EXPENSES	6,127,820

☐ OPEN OR CLOSE DETAIL

## APPENDIX A

CATEGORICAL SUPPORT TO BE ALLOCATED		
Special Needs: Coordinator/Clinician		
(A) Maximum Support	77,194	
(B) Eligible Expenses	149,376	
(C) Less related revenues		
(D) Allowable Expenses (B) - (C)	149,376	
Eligible Support (lesser of A or D)		77,194
Special Needs: Level 2 and 3		346,720
Indigenous Academic Achievement		99,000
Literacy and Numeracy		56,656
Small Schools		
(A) Maximum Support	93,310	
(B) Program Expenses	96,747	
Eligible Support (lesser of A or B)		93,310
Board and Room		
(A) Maximum Support		
(B) Program Expenses		
Eligible Support (lesser of A or B)		0
Early Childhood Development		10,200
<b>Total allocable Categorical Support (carried to Allow Input)</b>		<b>683,080</b>
<b>Non-allocable Categorical Support</b>		<b>797,805</b>
<b>Total Categorical Support (carried to page 30)</b>		<b>1,480,885</b>

<b>CALCULATION OF ALLOWABLE SCHOOL BUILDING SUPPORT "D" EXPENSES:</b>	
Program 850 School Building Repairs & Replacements	82,068
PLUS: Capitalized Section "D" Expenses (net)	0
Grounds	-
LESS: Related revenue other than "D" Support	-
<b>Allowable Section "D" Expenses</b>	<b>(C) 82,068</b>
<b>&lt; OR &gt;</b>	
Expenses to be used for calculating "D" Grant. Enter an amount to overwrite if different from above.	<b>(D) 82,068</b>
(cannot be more than amount on line "C")	
Refer to page 2 of the Allowable Expenses Guide when completing this section.	

**CALCULATION OF ALLOWABLE EXPENSES**

APPENDIX B

OTHER PROVINCIAL GOVERNMENT REVENUE:	Allocated	Unallocated	Total
Other Dept. of Education			
General Support Grant		147,272	147,272
Education Property Tax Credit		717,906	717,906
Tax Incentive Grant		310,348	310,348
All other	229,800		229,800
Other Provincial Government Departments	5,000		5,000
<b>Total Revenue</b>	<b>234,800</b>	<b>1,175,526</b>	<b>1,410,326</b>

ALL REVENUES REPORTED ON THIS PAGE, EXCEPT THOSE SHADED, MUST BE DEDUCTED FROM TOTAL EXPENSES ON PAGE 30 UNLESS THERE ARE SPECIAL CIRCUMSTANCES WHICH WOULD MAKE AN ALLOCATION IMPRACTICAL OR INAPPROPRIATE. IN THOSE LIMITED CASES, REASONS FOR NOT ALLOCATING MUST BE PROVIDED BELOW.

NON-PROVINCIAL SOURCES:	Allocated	Unallocated	Total
Federal Government			
Tuition Fees	0		0
All other	0		0
Municipal Government			
Net Special Requirement		2,788,996	2,788,996
Other	0		0
Other School Divisions			
Tuition Fees	0		0
Transfer Fees	52,650		52,650
Residual Fees	0		0
All other	0		0
First Nations			
Tuition Fees	0		0
All other	0		0
Private Organizations and Individuals			
Tuition Fees	0		0
Ancillary Services	0		0
Other Sources			
Interest		15,651	15,651
Donations	0		0
Other	5,394		5,394
<b>Total Revenue</b>	<b>58,044</b>	<b>2,804,647</b>	<b>2,862,691</b>

**OTHER PROVINCIAL GOVERNMENT REVENUE:**

Total Revenue	1,410,326
Education Property Tax Credit	(717,906)
Tax Incentive Grant	(310,348)
PROVINCIAL REVENUE FOR EQUALIZATION	<b>382,072</b>
(to agree with Other Provincial Gov't Revenue on page 30)	

**NON-PROVINCIAL SOURCES:**

TOTAL ALLOCABLE FEES	<b>52,650</b>
(Tuition, Transfer and Residual Fees)	

**TOTAL ALLOCABLE OTHER REVENUE**

(to agree with total other revenue on page 30)

**5,394****TOTAL ALLOCABLE NON-PROV. SOURCES****58,044**