



## ST. JAMES-ASSINIBOIA SCHOOL DIVISION

### MISSION STATEMENT

*In fulfilling our purpose and journeying towards our vision, St. James-Assiniboia School Division will aim to provide a meaningful, safe and caring educational environment so that all students are prepared to be responsible citizens in a democratic society.*

## AGENDA

### Meeting of the St. James-Assiniboia School Division Board

Board Room, Aidan Conklin Building, 2574 Portage Avenue

**October 11, 2022**

**7:30 p.m.**

**Meeting No. 19-22**

Organizational By-Law 316-21 govern meeting procedures of the St. James-Assiniboia School Division Board in accordance with the Public Schools Act, Sec. 33: "each school board shall pass by-laws establishing rules of procedure for the guidance of the school board in the conduct of its meetings."

### **CALL TO ORDER/ATTENDANCE**

**The St. James-Assiniboia School Division acknowledges that we are on Treaty One Land, the traditional territory of the Anishinaabe, Ininiw, and Dakota and homelands of the Red River Métis Nation.**

### **ADOPTION OF MINUTES**

Board Meeting of September 27, 2022

### **REPORT ON EDUCATION**

*There is no Report on Education scheduled.*

### **TRUSTEE STATEMENTS**

*There are no Trustee Statements.*

### **HEARING OF DELEGATIONS**

*There are no delegations registered.*

### **COMMITTEE REPORTS**

Community Engagement Committee – October 3, 2022

Finance/Facilities Committee – October 4, 2022

### **TRUSTEE COMMITTEE UPDATES**

Retirement Committee – September 22, 2022

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**REPORT OF THE SUPERINTENDENT**

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**REPORT OF THE SECRETARY-TREASURER/CHIEF FINANCIAL OFFICER**

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**CORRESPONDENCE**

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**Action Correspondence**

*There is no action correspondence.*

**Information Correspondence**

1. Manitoba School Boards Association (MSBA)
  - a. Memo CSBA Strategic Plans Survey 2023
  - b. Executive Highlights September 13, 2022
  - c. Community Legal Education – Fall Webinar Series
  - d. E-News – October 5, 2022
  - e. Call for Presentation Proposals 2023 CSBA Congress
2. Manitoba Education and Early Childhood Learning
  - a. Letter re: Request for Education Stakeholder Engagement for Technical-Vocational Curriculum Alignment and Validation
  - b. Take Our Kids to Work Day 2022
  - c. 2022/2023 Manitoba's Excellence in Education Awards

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**UNFINISHED BUSINESS/BUSINESS ARISING FROM THE MEETING**

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*There are no unfinished business items.*

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**AGENDA-BASED QUESTIONS FROM THE PUBLIC**

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(This time is allocated to hearing questions from the public regarding items on this agenda.)

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**TRUSTEE PD SUMMARIES**

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*There are no Trustee PD Summaries.*

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**NEW BUSINESS**

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1. Trustee Holly Hunter - Suspension Report - CFS Involved Data
2. Trustee Craig Glennie - Trustee Criminal Record Check and Vulnerable Sector Check

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**RECESS TO COMMITTEE OF THE WHOLE IN CAMERA**

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**REPORT OF THE COMMITTEE OF THE WHOLE**

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**ADJOURNMENT**

**St. James-Assiniboia School Division**

**COMMUNITY ENGAGEMENT COMMITTEE REPORT - NO. 2 – 22-23**

**October 11, 2022**

**MEETING HELD:** Monday, October 03, 2021 at 5:00 p.m. Board Office - Board Room

**PRESENT:** Nicole Bowering, Chair  
Bruce Chegus, Trustee  
Holly Hunter, Trustee  
Cheryl Smukowich, Chair of the Board  
  
Jenness Moffatt, Acting Superintendent  
Jordana Buckwold, Acting Assistant Superintendent, Education (K-12), and  
Administration

**REGRETS:** Jennifer Lawson, Vice Chair of the Board

**DISCUSSIONS AND RECOMMENDATIONS**

**1. Call to Order / Attendance**

Trustee Nicole Bowering called the meeting to order at 5:00 p.m.

Attendance recorded above.

**2. Approval of Agenda**

The agenda was approved as distributed.

**3. MSBA Call for Nominations and Resolutions 2023**

The committee discussed the call for nominations, provided an opportunity for new resolutions to be forwarded and had a discussion of the status of last year's call for action.

**The Community Engagement Committee recommends:**

That Trustee Hunter reach out to MSBA to determine the status of the request for action provided to MSBA in December 2021.

**4. A Year in Review**

The committee discussed action items that occurred throughout the 2021-2022 school year.

**5. Date of next meeting:**

The next meeting will be Tuesday, December 13, 2022 at 5:30 pm.

**5. Adjournment**

The committee adjourned at 6:06 pm.

Minutes submitted by Nicole Bowering, Chair  
Minutes recorded by Jordana Buckwold, Acting Assistant Superintendent, Education (K-12), and  
Administration

## **ST. JAMES-ASSINIBOIA SCHOOL DIVISION**

### **REPORT OF THE FINANCE/FACILITIES COMMITTEE No. 09-22**

Meeting Held: Tuesday, October 4, 2022, Aidan Conklin Building/Teams, 5:00 p.m.

Present: Craig Glennie, Chair  
Bruce Chegus, Trustee  
Craig Johnson, Trustee

Jennifer Lawson, Board Vice Chair (left at 5:40 p.m.)  
Sandy Lethbridge, Trustee  
Cheryl Smukowich, Board Chair

Present: Jenness Moffatt, Acting Superintendent  
Carrie Melville, Secretary-Treasurer/Chief Financial Officer  
Mari Aguirre, Manager, Facilities & Future Development  
James Dunlop, Assistant Secretary-Treasurer

Present for Item 3, PricewaterhouseCoopers LLP  
Patrick Green, CPA, CA, Partner, Assurance  
Angie Helm, CPA, CA, Audit and Assurance Group Engagement Leader

Regrets: Bryan Metcalfe, Trustee

#### **DISCUSSION AND RECOMMENDATIONS**

##### **1. Attendance**

As per above.

##### **2. Approval of the Agenda**

The Agenda was approved as circulated.

##### **3. PricewaterhouseCoopers LLP - 2021/2022 Audit Presentation**

Patrick Green, CPA, CA, Partner, Assurance and Angie Helm, CPA, CA, Audit and Assurance Group Engagement Leader, from PricewaterhouseCoopers LLP, presented the draft 2021/2022 Financial Statements in conjunction with their Supplementary Audit Report. Audit services were provided for the June 30, 2022 Financial Statements, Bill 57 compliance, St. James-Assiniboia School Division Retirement Fund for the year ended December 31, 2021 and the St. James-Assiniboia School Division Enrolment Report as at September 30, 2021.

PricewaterhouseCoopers advised that the audit went very well with total cooperation from the Division management and staff and no material control deficiencies noted.

PricewaterhouseCoopers will issue an unqualified audit opinion on the 2021/2022 Consolidated Financial Statements. The unqualified opinion indicates that the consolidated financial statements present fairly, in all material respects, the financial position of the St. James-Assiniboia School Division as at June 30, 2022. The results of operations and cash flows for the 2021/2022 year are in accordance with Canadian Generally Accepted Accounting Principles (GAAP) and the Public Sector Accounting Standards (PSAS).

Administration reviewed the June 30, 2022 Operating Accumulated Surplus and outstanding commitments.

The Committee complimented Administration on the excellent audit report.

**The Finance/Facilities Committee recommends:**

**That the Draft 2021/2022 Financial Statements be approved.**

**And further;**

**That the 2021/2022 FRAME Statements be forwarded to Manitoba Education.**

**4. Minimum Wage**

The Committee reviewed a memorandum prepared by Administration outlining the minimum wage increase that will occur on October 1, 2022 as announced by the Province of Manitoba

**5. CPI Update  
- August 2022**

The Committee reviewed the CPI update from MSBA as at August 2022.

**6. École Voyageur Outdoor Space Proposal**

The Committee reviewed a request from École Voyageur to upgrade their school playground.

**The Finance/Facilities Committee recommends:**

**That the request from École Voyageur to develop the Outdoor Learning Space be approved in principle.**

**7. Financial Statements  
a) June 2022  
b) July 2022  
c) August 2022**

The Committee reviewed the Financial Statements for the periods ended June 2022, July 2022 and August 2022.

**8. Manitoba School Boards Association Call for Nominations and Resolutions 2023**

The Committee reviewed the MSBA Call for Nominations and Resolutions. The Committee didn't identify any submissions for 2023.

Adjournment: 5:58 p.m.

Next Meeting: Finance/Facilities Committee  
Tuesday, December 6, 5:30 p.m.

Report submitted by Craig Glennie, Chair, Finance/Facilities Committee  
Minutes recorded by James Dunlop, Assistant Secretary-Treasurer

**ST. JAMES - ASSINIBOIA SCHOOL DIVISION  
2574 PORTAGE AVENUE  
WINNIPEG, MANITOBA R3J 0H8**

**AUDITED FINANCIAL STATEMENTS  
AND SUPPLEMENTARY INFORMATION**

**June 30, 2022**



## Independent auditor's report

To the Board of Trustees of St. James-Assiniboia School Division

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### Our opinion

In our opinion, the accompanying financial statements present fairly, in all material respects, the financial position of St. James-Assiniboia School Division (the School Division) as at June 30, 2022 and the results of its operations, changes in its net debt and its cash flows for the year then ended in accordance with Canadian public sector accounting standards.

#### What we have audited

The School Division's financial statements comprise:

- the consolidated statement of financial position as at June 30, 2022;
- the consolidated statement of revenue, expenses and accumulated surplus for the year then ended;
- the consolidated statement of change in net debt for the year then ended;
- the consolidated statement of cash flow for the year then ended; and
- the notes to the financial statements, which include significant accounting policies and other explanatory information.

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### 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 financial statements* section of our report.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

#### Independence

We are independent of the School Division in accordance with the ethical requirements that are relevant to our audit of the financial statements in Canada. We have fulfilled our other ethical responsibilities in accordance with these requirements.

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### Other matter – unaudited information

We have not audited the information in the schedules titled "Student Enrolments (FRAME) and Transportation Statistics" and "Full Time Equivalent Personnel" and, accordingly, do not express an opinion on that information.

PricewaterhouseCoopers LLP  
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T: +1 204 926 2400, F: +1 204 944 1020

"PwC" refers to PricewaterhouseCoopers LLP, an Ontario limited liability partnership.



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## **Responsibilities of management and those charged with governance for the financial statements**

Management is responsible for the preparation and fair presentation of the financial statements in accordance with Canadian public sector accounting standards, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is responsible for assessing the School 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 School Division or to cease operations, or has no realistic alternative but to do so.

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

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## **Auditor's responsibilities for the audit of the financial statements**

Our objectives are to obtain reasonable assurance about whether the 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 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 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 School 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 School 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 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 School Division to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

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.

*PricewaterhouseCoopers LLP*

Chartered Professional Accountants

Winnipeg, Manitoba  
October 5, 2022

**CONSOLIDATED STATEMENT OF FINANCIAL POSITION**

as at June 30

Notes		2022	2021
	<b>Financial Assets</b>		
	Cash and Bank	-	3,122,873
	Due from - Provincial Government	7,320,881	2,819,183
	- Federal Government	137,433	161,969
	- Municipal Government	32,779,078	31,090,544
	- Other School Divisions	-	-
	- First Nations	91,200	26,400
	Accounts Receivable	253,177	95,819
	Accrued Investment Income	-	-
	Portfolio Investments	-	-
		<u>40,581,769</u>	<u>37,316,788</u>
	<b>Liabilities</b>		
*	Overdraft	8,185,254	-
	Accounts Payable	8,988,873	8,825,859
	Accrued Liabilities	7,147,434	7,747,417
*	Employee Future Benefits	2,468,100	2,131,380
	Accrued Interest Payable	477,969	496,841
	Due to - Provincial Government	-	-
	- Federal Government	-	-
	- Municipal Government	-	-
	- Other School Divisions	-	-
	- First Nations	-	-
*	Deferred Revenue	1,210,208	5,037,586
*	Borrowings from the Provincial Government	36,186,064	34,736,654
	Other Borrowings	-	-
	School Generated Funds Liability	313,928	237,790
		<u>64,977,830</u>	<u>59,213,527</u>
	<b>Net Assets (Debt)</b>	<u>(24,396,061)</u>	<u>(21,896,739)</u>
	<b>Non-Financial Assets</b>		
*	Net Tangible Capital Assets (TCA Schedule)	62,301,865	60,307,333
	Inventories	-	-
	Prepaid Expenses	309,794	290,343
		<u>62,611,659</u>	<u>60,597,676</u>
*	<b>Accumulated Surplus</b>	<u>38,215,598</u>	<u>38,700,937</u>

See accompanying notes to the Financial Statements

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

For the Year Ended June 30

Notes		2022	2021
	<b>Revenue</b>		
	Provincial Government	61,187,291	59,511,346
	Federal Government	18,024	226,584
	Municipal Government - Property Tax	58,114,241	55,641,297
	- Other	-	-
	Other School Divisions	425,158	269,750
	First Nations	216,000	112,800
	Private Organizations and Individuals	1,547,731	968,159
	Other Sources	806,182	614,212
	School Generated Funds	555,241	357,335
	Other Special Purpose Funds	-	-
		<u>122,869,868</u>	<u>117,701,483</u>
	<b>Expenses</b>		
	Regular Instruction	65,899,664	65,237,620
	Student Support Services	26,442,441	25,166,170
	Adult Learning Centres	-	-
	Community Education and Services	876,842	910,333
	Divisional Administration	3,288,039	3,101,259
	Instructional and Other Support Services	3,839,452	3,636,521
	Transportation of Pupils	2,897,094	2,611,773
	Operations and Maintenance	11,202,182	10,868,238
*	Fiscal - Interest	1,236,645	1,181,410
	- Other	2,491,469	2,212,978
	Amortization	4,324,440	4,337,769
	Other Capital Items	-	-
	School Generated Funds	566,724	269,977
	Other Special Purpose Funds	-	-
		<u>123,064,992</u>	<u>119,534,048</u>
	Current Year Surplus (Deficit) before Non-vested Sick Leave	<u>(195,124)</u>	<u>(1,832,565)</u>
	Less: Non-vested Sick Leave Expense (Recovery)	<u>290,215</u>	<u>(49,218)</u>
	Net Current Year Surplus (Deficit)	<u>(485,339)</u>	<u>(1,783,347)</u>
	Opening Accumulated Surplus	38,700,937	40,484,284
	Adjustments: Tangible Cap. Assets and Accum. Amort.	-	-
	Other than Tangible Cap. Assets	-	-
	Non-vested sick leave - prior years	-	-
	Opening Accumulated Surplus, as adjusted	<u>38,700,937</u>	<u>40,484,284</u>
	<b>Closing Accumulated Surplus</b>	<u>38,215,598</u>	<u>38,700,937</u>

See accompanying notes to the Financial Statements

\* NOTE REQUIRED

**CONSOLIDATED STATEMENT OF CHANGE IN NET DEBT**

For the Year Ended June 30, 2022

	2022	2021
Net Current Year Surplus (Deficit)	<u>(485,339)</u>	<u>(1,783,347)</u>
Amortization of Tangible Capital Assets	4,324,440	4,337,769
Acquisition of Tangible Capital Assets	(6,318,972)	(6,536,097)
(Gain) / Loss on Disposal of Tangible Capital Assets	(29,000)	(7,300)
Proceeds on Disposal of Tangible Capital Assets	<u>29,000</u>	<u>25,295</u>
	<u>(1,994,532)</u>	<u>(2,180,333)</u>
Inventories (Increase)/Decrease	-	-
Prepaid Expenses (Increase)/Decrease	<u>(19,451)</u>	<u>194,685</u>
	<u>(19,451)</u>	<u>194,685</u>
(Increase)/Decrease in Net Debt	<u>(2,499,322)</u>	<u>(3,768,995)</u>
Net Debt at Beginning of Year	(21,896,739)	(18,127,744)
Adjustments Other than Tangible Cap. Assets	<u>-</u>	<u>-</u>
	<u>(21,896,739)</u>	<u>(18,127,744)</u>
<b>Net Assets (Debt) at End of Year</b>	<u><u>(24,396,061)</u></u>	<u><u>(21,896,739)</u></u>

**CONSOLIDATED STATEMENT OF CASH FLOW**

For the Year Ended June 30, 2022

	2022	2021
<b>Operating Transactions</b>		
Net Current Year Surplus (Deficit)	(485,339)	(1,783,347)
Non-Cash Items Included in Current Year Surplus/(Deficit):		
Amortization of Tangible Capital Assets	4,324,440	4,337,769
(Gain)/Loss on Disposal of Tangible Capital Assets	(29,000)	(7,300)
Employee Future Benefits Increase/(Decrease)	336,720	(92,237)
Due from Other Organizations (Increase)/Decrease	(6,230,496)	(2,894,156)
Accounts Receivable & Accrued Income (Increase)/Decrease	(157,358)	17,435
Inventories and Prepaid Expenses - (Increase)/Decrease	(19,451)	194,685
Due to Other Organizations Increase/(Decrease)	-	-
Accounts Payable & Accrued Liabilities Increase/(Decrease)	(455,841)	1,070,241
Deferred Revenue Increase/(Decrease)	(3,827,378)	(1,501,709)
School Generated Funds Liability Increase/(Decrease)	76,138	(70,634)
Adjustments Other than Tangible Cap. Assets	-	-
Cash Provided by (Applied to) Operating Transactions	(6,467,565)	(729,253)
<b>Capital Transactions</b>		
Acquisition of Tangible Capital Assets	(6,318,972)	(6,536,097)
Proceeds on Disposal of Tangible Capital Assets	29,000	25,295
Cash Provided by (Applied to) Capital Transactions	(6,289,972)	(6,510,802)
<b>Investing Transactions</b>		
Portfolio Investments (Increase)/Decrease	-	-
Cash Provided by (Applied to) Investing Transactions	-	-
<b>Financing Transactions</b>		
Borrowings from the Provincial Government Increase/(Decrease)	1,449,410	8,112,227
Other Borrowings Increase/(Decrease)	-	-
Cash Provided by (Applied to) Financing Transactions	1,449,410	8,112,227
Cash and Bank / Overdraft (Increase)/Decrease	(11,308,127)	872,172
Cash and Bank (Overdraft) at Beginning of Year	3,122,873	2,250,701
<b>Cash and Bank (Overdraft) at End of Year</b>	<b>(8,185,254)</b>	<b>3,122,873</b>

# St. James-Assiniboia School Division

## Notes to Financial Statements

June 30, 2022

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### 1 Nature of organization and economic dependence

St. James-Assiniboia School Division (the "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 (the "Province"), 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 of 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 Summary of significant accounting policies

The financial statements have been prepared by management in accordance with Canadian generally accepted accounting principles established by the Public Sector Accounting Board ("PSAB") of the Chartered Professional Accountants Canada.

#### Reporting entity

The 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 controlled by the Division.

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 and charitable foundations controlled by the Division.

All inter-fund accounts and transactions are eliminated in the Division's financial statements.

#### 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.

#### 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 the services performed.

# St. James-Assiniboia School Division

## Notes to Financial Statements

June 30, 2022

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### School generated funds

School generated funds are monies raised by the school, or under the auspices of the school, through extracurricular 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 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.

Year end cash balances of all school generated funds are included in the 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 financial statements.

### 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 year. Tangible capital assets include land, buildings, buses, other vehicles, furniture and equipment, computers 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 follows:

Asset description	Capitalization threshold \$	Estimated useful life (years)
Land improvements	50,000	10
Buildings (school and non-school)		
Bricks, mortar and steel	50,000	15 – 40
Wood frame	50,000	15 – 25
School buses	50,000	10
Other vehicles	10,000	5
Equipment	10,000	5
Network infrastructure	25,000	10
Computer hardware	10,000	4
Computer software	10,000	4
Furniture and fixtures	10,000	10

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

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

# St. James-Assiniboia School Division

## Notes to Financial Statements

June 30, 2022

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

Donated tangible capital assets are recorded at fair market value at the date of donation. Deferred revenue is recorded in an equivalent amount, for all donated assets except land. The deferred revenue is recognized as revenue on the same basis that the related asset is amortized.

Land is recorded at historical cost when known. For land acquired prior to June 30, 2005, where historical cost was not known, land has been recorded based on values determined by the Crown Lands and Property Agency.

All tangible capital assets, except for land and assets under construction, are amortized on a straight-line basis over their estimated useful lives. 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.

### **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 retirement and other future benefits to its employees. These benefits include a defined benefit pension plan for non-teacher employees, vacation pay and parental leave benefits. The Division adopted the following policies with respect to accounting for these employee future benefits:

#### **i) Defined benefit pension plan**

Under this plan, benefits to be received by employees or the method for determining those benefits have been specified by the Division. The actuarial risk (with respect to the amount of the benefit that each employee will receive) and the investment risk (with respect to the investment returns on any assets set aside to pay for the cost of these benefits) are assumed by the Division. An accrued benefit asset is presented net of any valuation allowance.



# St. James-Assiniboia School Division

## Notes to Financial Statements

June 30, 2022

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A market discount rate is used to measure the benefit obligations. The expected return on pension plan assets is calculated on the market related value of the assets. The cost of the plan is actuarially determined using the projected benefit method prorated on years of employee service, final average salary levels during specified years of employment, retirement ages of employees and other actuarial factors, together with the expected rate of return on pension plan assets. Current service costs and interest costs on the benefit obligation are charged to income as they accrue. Past service costs, plan amendments, changes in assumptions, the cumulative unrecognized net actuarial gains and losses are amortized to earnings on a straight-line basis over the expected average remaining service lives (14 years) of active plan members, and are adjusted for changes in the valuation allowance.

ii) Other future benefits

For those benefit obligations that are event driven (vacation pay and parental leave), the benefit costs are recognized and recorded when earned.

The employee future benefits expense includes the Division's contribution for the period.

iii) Non-vested sick leave

For non-vesting accumulating sick days, the benefit costs are recognized, based on a projection of expected future utilization of sick time, discounted using net present value techniques.

### 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 Statement of Financial Position (note 9).

### Use of estimates

The preparation of financial statements in conformity with generally accepted accounting principles established by the public sector accounting board of the Chartered Professional Accountants Canada 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.

# St. James-Assiniboia School Division

## Notes to Financial Statements

June 30, 2022

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### 3 Overdraft

The Division has an authorized line of credit with The Royal Bank of Canada of \$15,000,000 by way of overdrafts and is repayable on demand at prime less .25%; interest is paid monthly. As at June 30, 2022, the Division has drawn \$8,185,254 (2021 - \$nil) on this line of credit.

### 4 Employee future benefits

Employee future benefits are benefits earned by employees, but will not be paid out until future years.

	2022 \$	2021 \$
Employee future benefit liabilities		
Maternity leave earned	498,250	445,733
Vacation payable	754,821	760,833
Non-vested accumulated sick leave (note 9)	1,215,029	924,814
Total employee future benefit liability	2,468,100	2,131,380

The Division sponsors a defined benefit plan for non-teaching employees that is actuarially valued every three years using a number of assumptions about future events, including inflation rate (2.5%), wage and salary increases (3%), and employee turnover and mortality to determine the accrued benefit obligation. The most recent actuarial report was prepared as at December 31, 2020. The expected average remaining service life of the related employee groups is 14 years. Pension plan assets are valued at market related values and the expected rate of return is 5.25%.

As at June 30, 2022, there were 598 active members, 213 deferred benefit members and 351 pensioners receiving payments.

Non-vested accumulated sick leave benefits are measured using net present value techniques on the expected future utilization of excess of sick benefits used over earned per year, to maximum entitlement. The impact of the estimated non-vested sick leave benefit cost for 2022 is an expense of \$290,215 (2021 – recovery of \$49,218).

# St. James-Assiniboia School Division

## Notes to Financial Statements

June 30, 2022

	2022 \$	2021 \$
<b>Change in accrued benefit obligation</b>		
Balance – beginning of year	71,689,271	68,260,186
Current service cost		
Division	1,412,369	1,436,837
Employees	1,795,277	1,776,453
Interest cost	3,758,031	3,578,047
Benefits paid	(3,209,584)	(3,227,190)
Non-investment expenses paid	(213,513)	(199,929)
Actual experience loss (gain)	(459,010)	64,869
Actuarial assumption loss CPM	-	-
Balance – end of year	74,772,841	71,689,271
<b>Change in plan assets</b>		
Market related value – beginning of year	76,670,050	70,835,636
Contributions		
Division	1,776,697	1,758,158
Employees	1,795,277	1,776,453
Expected return on plan assets	4,029,086	3,721,693
Experience gain (loss)	1,382,340	2,005,231
Benefits paid	(3,209,584)	(3,227,190)
Non-investment expenses paid	(213,513)	(199,929)
Market related value – end of year	82,230,353	76,670,050
<b>Funded status</b>		
Plan assets greater than benefit obligation	7,457,512	4,980,779
Unamortized net actuarial loss	(1,841,350)	(1,940,362)
Valuation allowance	(5,616,162)	(3,040,417)
Accrued benefit asset	-	-
<b>Net benefit plan cost</b>		
Current service cost – Division	1,412,369	1,436,837
Interest cost	3,758,031	3,578,047
Expected return on plan assets	(4,029,086)	(3,721,693)
Amortization of actuarial gains/losses	(99,012)	3,072,012
Valuation allowance	734,395	(2,607,045)
Net benefit plan expense for the year	1,776,697	1,758,158

As at June 30, 2022, total additional contributions to the plan are \$1,827,885, and these contributions may, at the Division's discretion, be used to reduce or eliminate future contribution requirements if and when the plan assets are in a surplus position as determined by the actuary of the plan.

# St. James-Assiniboia School Division

## Notes to Financial Statements

June 30, 2022

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	2022 %	2021 %
Plan assets in equities (includes real estate)	66.15	67.04
Plan assets in fixed income (includes infrastructure partnership)	33.85	32.96

	2022 %	2021 %
<b>Significant assumptions</b>		
Accrued benefit obligation as at June 30		
Discount rate	5.25	5.25
Rate of compensation increase	3.00	3.00
Net benefit plan cost for the year ended June 30		
Discount rate	5.25	5.25
Expected return on plan assets	5.25	5.25
Rate of compensation increase	3.00	3.00
Expected Average Remaining Service Life (EARSL)	14 years	14 years

Maternity leave earned and vacation payable are defined benefits that are recognized and recorded when earned (e.g. maternity top up).

# St. James-Assiniboia School Division

## Notes to Financial Statements

June 30, 2022

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### 5 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:

	Balance as at June 30, 2021 \$	Revenue recognized in the year \$	Additions in the year \$	Balance as at June 30, 2022 \$
Donated capital assets	306,879	42,269	-	264,610
Continuing Education	23,550	23,550	23,155	23,155
International Student Program fees	474,246	474,246	694,083	694,083
Province of MB Green Team grant	13,388	13,388	7,979	7,979
Property Tax	4,219,523	4,219,523	-	-
MRLC	-	-	141,968	141,968
InformNet	-	-	75,248	75,248
Leases	-	-	3,165	3,165
	5,037,586	4,772,976	945,598	1,210,208

# St. James-Assiniboia School Division

## Notes to Financial Statements

June 30, 2022

### 6 School generated funds liability

School generated funds liability includes the non-controlling portion of school generated funds consolidated in the cash balance in the amount of \$313,928.

	2022 \$	2021 \$
Parent council funds	1,083	1,053
Student funds (including travel)	217,073	213,477
Other	95,772	23,266
	<u>313,928</u>	<u>237,790</u>

### 7 Debenture debt

The debenture debt of the Division is in the form of twenty-year debentures payable, principal and interest, in twenty equal yearly instalments and maturing at various dates from 2022 to 2042 and is owing to public schools finance board ("PSFB"). Payment of principal and interest is funded entirely by grants from the Province of Manitoba, except for the debenture debt on self-funded capital projects. There were no self-funded capital projects outstanding during the year. The debentures carry interest rates that range from 2.25% to 6.875%.

Debenture interest expense payable as at June 30, 2022, is accrued and recorded in accrued interest payable, and a grant in an amount equal to the interest accrued on provincially funded debentures is recorded in due from the Provincial Government. The debenture principal and interest repayments in the next five years are as follows:

	Principal \$	Interest \$	Total \$
2022 – 2023	2,281,099	1,272,656	3,553,755
2023 – 2024	2,306,030	1,180,852	3,486,882
2024 – 2025	2,276,099	1,089,215	3,365,314
2025 – 2026	2,212,695	1,000,816	3,213,511
2026 – 2027	2,276,430	917,387	3,193,817
Thereafter	24,833,711	5,224,263	30,057,974
	<u>36,186,064</u>	<u>10,685,189</u>	<u>46,871,253</u>

# St. James-Assiniboia School Division

## Notes to Financial Statements

June 30, 2022

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### 8 Tangible capital assets

The Schedule of Tangible Capital Assets (schedule attached) of the audited financial statements provides a breakdown of cost, accumulated amortization and net book value by class.

A summary is as follows:

	<b>2022</b>		<b>2021</b>
	<b>Cost</b>	<b>Accumulated</b>	<b>Net book</b>
	<b>\$</b>	<b>amortization</b>	<b>value</b>
		<b>\$</b>	<b>\$</b>
Tangible capital assets	139,080,756	76,778,891	62,301,865
			60,307,333

### 9 Accumulated surplus

The accumulated surplus is comprised of the following:

	<b>2022</b>	<b>2021</b>
	<b>\$</b>	<b>\$</b>
Operating Fund		
Designated surplus	789,863	1,183,287
Undesignated surplus	3,842,635	3,727,308
Non-vested sick leave	(1,215,029)	(924,813)
	3,417,469	3,985,782
Capital Fund		
Reserve accounts	5,500,691	5,625,890
Equity in tangible capital assets	28,630,067	28,410,411
	34,130,758	34,036,301
Special Purpose Fund		
School generated funds	667,371	678,854
Total accumulated surplus	38,215,598	38,700,937

# St. James-Assiniboia School Division

## Notes to Financial Statements

June 30, 2022

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Designated surplus under the Operating Fund represents internally restricted amounts appropriated by the Board or, in the case of school budget carryovers, by board policy.

	2022 \$	2021 \$
Air conditioning projects	-	470,441
Early Years Reorganization	180,000	313,828
Allocation for Additional EA hires	200,000	-
School budget carryover by board policy	409,863	399,018
	<hr/>	<hr/>
Designated Surplus	789,863	1,183,287

### 10 Interest received and paid

The Division received interest during the year of \$81,374 (2021 – \$88,575); interest paid during the year was \$1,236,645 (2021 – \$1,181,410).

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

	2022 \$	2021 \$
Operating Fund		
Fiscal short-term loan, interest and bank charges	39,330	34,971
Capital Fund		
Debenture debt interest	1,197,315	1,146,439
	<hr/>	<hr/>
	1,236,645	1,181,410

The accrual portion of debenture debt interest expense \$477,969 (2021 – \$496,841) is offset by an accrual of the debt servicing grant from the Province.



# St. James-Assiniboia School Division

## Notes to Financial Statements

June 30, 2022

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### 11 Expenses by object

Expenses in the Statement of Revenue, Expenses and Accumulated Surplus are reported by function. Below is the detail of expenses by object:

	2022 \$	2021 \$
Salaries	91,414,461	88,856,799
Employees' benefits and allowances	7,550,218	7,144,412
Services	9,697,254	9,144,689
Supplies, material and minor equipment	5,408,069	5,999,063
Interest and bank charges	39,330	34,971
Interest – debenture	1,197,315	1,146,439
Payroll tax	2,491,469	2,212,978
Transfers	375,712	386,951
Amortization	4,324,440	4,337,769
School generated funds	566,724	269,977
	<hr/>	<hr/>
	123,064,992	119,534,048

### 12 Contractual obligations

Agreements respecting student transportation were entered into for terms ranging from one to five years. The specific costs for these services are approximately \$1,400,000 for 2022-2023. As costs are based on student enrolment and transportation requirements, the service agreements do not contain predetermined costs for subsequent years.

The School Division has entered into four 3-year Information Technology lease agreements with varying expiry dates.

The cost for the Information Technology leases is \$423,434 in 2022-2023 and \$127,905 in 2023-2024.

### 13 Lease revenue

The Division recorded lease revenue of \$469,363 from other sources relating to various unoccupied building space. Minimum payments under the lease terms over the next three years are as follows:

	\$
2022 – 2023	129,612
2023 – 2024	131,797
2024 – 2025	134,036
2025 – 2026	-
	<hr/>
Total	395,445

# **St. James-Assiniboia School Division**

## **Notes to Financial Statements**

**June 30, 2022**

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### **14 Special levy raised for la Division scolaire franco-manitobaine**

In accordance with Section 190.1 of the Public Schools Act, the Division is required to collect a special levy on behalf of la Division scolaire franco-manitobaine. As at June 30, 2022, the amount of this special levy was \$778,660 (2021 – \$797,919). These amounts are not included in the Division's financial statements.

### **15 Commitments and contingencies**

In the normal course of business, the Division is from time to time, named as a defendant in actions for damages and costs allegedly sustained by plaintiffs. While it is not possible to estimate the outcome of various proceedings at this time, the Division does not believe that it will incur any material loss or expenses in connection with such actions.



**OPERATING FUND SCHEDULE OF FINANCIAL POSITION**

as at June 30

	2022	2021
<b>Financial Assets</b>		
Cash and Bank	-	-
Due from		
- Provincial Government	6,842,912	2,322,342
- Federal Government	137,433	161,969
- Municipal Government	32,779,078	31,090,544
- Other School Divisions	-	-
- First Nations	91,200	26,400
- Other Funds	215,549	166,811
Accounts Receivable	253,177	95,819
Accrued Investment Income	-	-
Portfolio Investments	-	-
	<u>40,319,349</u>	<u>33,863,885</u>
<b>Liabilities</b>		
Overdraft	17,661,670	6,733,084
Accounts Payable	8,988,873	8,825,859
Accrued Liabilities	7,147,434	7,747,417
Employee Future Benefits	2,468,100	2,131,380
Accrued Interest Payable	-	-
Due to		
- Provincial Government	-	-
- Federal Government	-	-
- Municipal Government	-	-
- Other School Divisions	-	-
- First Nations	-	-
- Capital Fund	-	-
Deferred Revenue	945,598	4,730,706
Other Borrowings	-	-
	<u>37,211,675</u>	<u>30,168,446</u>
<b>Net Financial Assets (Net Debt)</b>	<u>3,107,674</u>	<u>3,695,439</u>
<b>Non-Financial Assets</b>		
Inventories	-	-
Prepaid Expenses	309,794	290,343
	<u>309,794</u>	<u>290,343</u>
<b>Accumulated Surplus (Deficit)</b>	<u>3,417,468</u>	<u>3,985,782</u>

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

For the Year Ended June 30

	2022 Actual	2022 Budget	2021 Actual
<b>Revenue</b>			
Provincial Government - Core	57,743,185	53,368,472	56,535,334
Federal Government	18,024	4,018	226,584
Municipal Government - Property Tax	58,114,241	57,166,343	55,641,297
- Other	-	-	-
Other School Divisions	425,158	272,350	269,750
First Nations	216,000	230,000	112,800
Private Organizations and Individuals	1,547,731	1,715,313	968,159
Other Sources	734,914	914,340	531,842
	<u>118,799,253</u>	<u>113,670,836</u>	<u>114,285,766</u>
<b>Expenses</b>			
Regular Instruction	65,899,664	62,547,213	65,237,620
Student Support Services	26,442,441	25,972,816	25,166,170
Adult Learning Centres	-	-	-
Community Education and Services	876,842	1,048,930	910,333
Divisional Administration	3,288,039	3,237,132	3,101,259
Instructional and Other Support Services	3,839,452	4,114,276	3,636,521
Transportation of Pupils	2,897,094	2,523,335	2,611,773
Operations and Maintenance	11,202,182	10,934,557	10,868,238
Fiscal	2,530,799	1,971,483	2,247,949
	<u>116,976,513</u>	<u>112,349,742</u>	<u>113,779,863</u>
Current Year Surplus (Deficit) before Non-vested Sick Leave	<u>1,822,740</u>	<u>1,321,094</u>	<u>505,903</u>
Less: Non-vested Sick Leave Expense (Recovery)	<u>290,215</u>		<u>(49,218)</u>
Current Year Surplus (Deficit) after Non-vested Sick Leave	<u>1,532,525</u>	<u>1,321,094</u>	<u>555,121</u>
Net Transfers from (to) Capital Fund	<u>(2,100,839)</u>	<u>(1,158,344)</u>	<u>(2,217,441)</u>
Transfers from Special Purpose Funds	<u>-</u>		<u>60,122</u>
Net Current Year Surplus (Deficit)	<u>(568,314)</u>	<u>162,750</u>	<u>(1,602,198)</u>
Opening Accumulated Surplus (Deficit)	3,985,782		5,587,980
Adjustments: Liability for Contaminated Sites	-		-
	-		-
Non-vested sick leave - prior years	-		-
Opening Accumulated Surplus (Deficit), as adjusted	<u>3,985,782</u>		<u>5,587,980</u>
<b>Closing Accumulated Surplus (Deficit)</b>	<u>3,417,468</u>		<u>3,985,782</u>

# **OPERATING FUND - REVENUE DETAIL** **PROVINCE OF MANITOBA**

For the Year Ended June 30, 2022

## **Funding of Schools Program**

Base Support		
Instructional Support	15,525,646	
Additional Instructional Support for Small Schools	-	
Sparsity	-	
Curricular Materials	483,414	
Information Technology	499,528	
Library Services	741,235	
Student Services	2,738,800	
Counselling and Guidance	668,723	
Professional Development	314,219	
Physical Education	176,000	
Occupancy	4,153,590	25,301,155
Categorical Support		
Transportation	724,412	
Board and Room	-	
Special Needs: Coordinator/Clinician	604,268	
Special Needs: Level 2	2,474,750	
Special Needs: Level 3	1,743,225	
Senior Years Technology Education	539,990	
English as an Additional Language	539,450	
Indigenous Academic Achievement (including BSSIP)	370,000	
Indigenous and International Languages	1,330	
French Language Education	434,544	
Small Schools	-	
Enrolment Change Support	63,525	
Northern Allowance	-	
Early Childhood Development Initiative	114,574	
Literacy and Numeracy	764,052	
Education for Sustainable Development	18,200	8,392,320
Equalization		3,271,669
Additional Equalization		-
Adjustment for Days Closed		-
Formula Guarantee		-
Other Program Support		
School Buildings Support: "D" Projects	289,920	
Technology Education Equipment Replacement	198,000	
Skills Strategy Equipment Enhancement	-	
Other Minor Capital Support	-	
Prior Year Support		
Finalization of Previous Year Support	(22,126)	
Curricular Materials	-	
School Buildings Support: "D" Projects	-	
Technology Education Equipment	-	465,794
		<u>37,430,938</u>

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

For the Year Ended June 30, 2022

### Other Department of Education and Early Childhood Learning

Non-Resident	
Special Needs	-
Institutional Programs	-
Nursing Supports (URIS)	-
Substitute Fees	-
General Support Grant	1,249,181
Education Property Tax Credit	8,304,957
Tax Incentive Grant	1,752,771
Property Tax Offset Grant	1,346,854
Early Years Enhancement Grant	1,202,884
Community Schools	80,000
Healthy Schools Initiative	22,222
Learning to Age 18 Coordinator	40,290
Other: Special Needs Additional Funding	266,973
Wage Assistance	2,652,617
Suppl. COVID Allocation	831,041
Teachers' Idea Fund	87,480
Safe School	1,857,172
Ventilation Upgrade Grant	30,171
Previous year COVID Support/one time financial assistance	-
Focus on Future	75,000
Elders & Knowledge Keepers	24,150
Shared Services	14,570
PPE and RTK	287,950
Literacy Links	33,715
French Grants (Various)	22,416
Intensive Newcomer	86,000
	<hr/>
	20,268,414

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

Employment Programs	-
Adult Learning Centres	-
Other: Green Team	29,658
Lead Mitigation Grant	14,175
	<hr/>
	43,833

Funding of Schools Program (previous page)		<hr/> 37,430,938
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TOTAL PROVINCIAL GOVERNMENT REVENUE		<hr/> <hr/> 57,743,185
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# **OPERATING FUND - REVENUE DETAIL** **NON-PROVINCIAL GOVERNMENT SOURCES**

For the Year Ended June 30, 2022

<b>Federal Government</b>			
Tuition Fees		-	
Transportation of Pupils		-	
French Language Monitor		-	
English as an Additional Language (Adults)		-	
Other:	Summer Employment	12,502	
	Odyssey	5,522	
			18,024
<b>Municipal Government</b>			
Special Requirement	69,518,823		
Less: Education Property Tax Credit	(8,304,957)		
Less: Tax Incentive Grant	(1,752,771)		
Less: Property Tax Offset Grant	(1,346,854)	58,114,241	
Other:		-	58,114,241
<b>Other School Divisions</b>			
Tuition Fees		193,858	
Transfer Fees		230,100	
Residual Fees		1,200	
Transportation of Pupils		-	
Other:		-	
			425,158
<b>First Nations</b>			
Tuition Fees		216,000	
Transportation of Pupils		-	
Other:		-	
			216,000
<b>Private Organizations and Individuals (Includes GBE's)</b>			
Regular Tuition		-	
International Tuition		1,006,224	
Continuing Education		393,716	
Other Tuition:		-	
Food Service		-	
Government Business Enterprises (GBE's)		38,373	
Other:	Transportation	18,710	
	Parking	90,708	
	Division Music Theatre		
			1,547,731
<b>Other Sources</b>			
Interest		81,374	
Donations		-	
Other:	Leases	469,363	
	Permits	9,983	
	WCB Claims	9,101	
	Salary Reimbursement	52,904	
	Insurance Rebates	33,165	
	Sundry	79,024	
			734,914
<b>TOTAL NON-PROVINCIAL GOVERNMENT REVENUE</b>			<b>61,056,068</b>



**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	2022	2021
	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	56,687,642	23,400,255	-	575,926	2,279,928	2,578,295	554,314	5,338,101		91,414,461	88,856,799
Employees Benefits and Allowances	3,539,340	2,302,142	-	68,090	346,438	248,661	76,867	968,680		7,550,218	7,144,412
Services	1,387,847	589,836	-	173,125	619,875	512,852	2,113,770	4,299,949		9,697,254	9,144,689
Supplies, Materials and Minor Equipment	3,910,828	150,208	-	57,996	41,798	499,644	152,143	595,452		5,408,069	5,999,063
Interest and Bank Charges									39,330	39,330	34,971
Bad Debt Expense									-	0	0
Transfers	374,007	-	-	1,705	-	-	-	-	(PAYROLL TAX) 2,491,469	2,867,181	2,599,929
TOTALS	65,899,664	26,442,441	0	876,842	3,288,039	3,839,452	2,897,094	11,202,182	2,530,799	116,976,513	113,779,863

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

For the Year Ended June 30, 2022

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	5,270,941						5,270,941
330	Instructional - Teaching	483	33,988,385		7,885,229	4,419,122	1,481,122	47,774,341
350	Instructional - Other		387,728			70,257		457,985
360	Technical, Specialized and Service		382,640		68,423	3,661		454,724
370	Secretarial, Clerical and Other	2,005,062						2,005,062
390	Information Technology	724,589						724,589
	Total Salaries	8,001,075	34,758,753	0	7,953,652	4,493,040	1,481,122	56,687,642
4XX	EMPLOYEES BENEFITS AND ALLOWANCES	667,532	2,154,099		419,705	230,831	67,173	3,539,340
5-6XX	SERVICES							
510	Professional, Technical and Specialized	9,334	312,902		14,194	43,402	365	380,197
520	Communications	80,403						80,403
540	Travel and Meetings	8,798	28,275		147			37,220
560	Tuition							0
570	Printing and Binding		706					706
580	Insurance and Bond Premiums		7,463					7,463
590	Maintenance and Repair Services	1,017	87,307		11,594	14,196	8,997	123,111
610	Rentals		5,446		1,561	1,102	4,760	12,869
630	Advertising		301			35,989		36,290
640	Dues and Fees	1,236	141,378		8,744		4,156	155,514
650	Professional and Staff Development							0
680	Information Technology Services	544,646	7,881		498	994	55	554,074
	Total Services	645,434	591,659	0	36,738	95,683	18,333	1,387,847
7XX	SUPPLIES, MATERIALS AND MINOR EQUIPMENT							
710	Supplies	6,700	1,074,143		109,107	93,712	120,490	1,404,152
740	Curricular and Media Materials	35,460	383,157		134,035	66,786	6,689	626,127
760	Minor Equipment	19,422	616,962		128,981	97,787	155,984	1,019,136
780	Information Technology Equipment	176,992	478,663		123,261	82,497		861,413
	Total Supplies, Materials and Minor Equipment	238,574	2,552,925	0	495,384	340,782	283,163	3,910,828
96X-99	TRANSFERS							
960	School Divisions		316,550		24,007		33,450	374,007
980	Organizations and Individuals							0
	Total Transfers	0	316,550	0	24,007	0	33,450	374,007
	TOTALS	9,552,615	40,373,986	0	8,929,486	5,160,336	1,883,241	65,899,664

\* 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, 2022

<b>STUDENT SUPPORT SERVICES</b>		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	127,398						127,398
330	Instructional - Teaching				395,846	5,484,893	3,204,131	9,084,870
350	Instructional - Other				10,748,395	346,886		11,095,281
360	Technical, Specialized and Service							0
370	Secretarial, Clerical and Other	54,723						54,723
380	Clinician		3,037,983					3,037,983
390	Information Technology							0
	Total Salaries	182,121	3,037,983	0	11,144,241	5,831,779	3,204,131	23,400,255
4XX	EMPLOYEES BENEFITS AND ALLOWANCES	13,925	162,112		1,651,962	323,917	150,226	2,302,142
5-6XX	SERVICES							
510	Professional, Technical and Specialized			448,281		26,245		474,526
520	Communications					280		280
540	Travel and Meetings	2,420	64,585		11,874	12,834		91,713
560	Tuition							0
570	Printing and Binding							0
580	Insurance and Bond Premiums							0
590	Maintenance and Repair Services	718				1,590		2,308
610	Rentals							0
630	Advertising							0
640	Dues and Fees				491	1,629	100	2,220
650	Professional and Staff Development	381						381
680	Information Technology Services				18,408			18,408
	Total Services	3,519	64,585	448,281	30,773	42,578	100	589,836
7XX	SUPPLIES, MATERIALS AND MINOR EQUIPMENT							
710	Supplies	573			2,944	54,720	7,010	65,247
740	Curricular and Media Materials				12,300	37,805	1,974	52,079
760	Minor Equipment				5,084	25,251	2,547	32,882
780	Information Technology Equipment							0
	Total Supplies, Materials and Minor Equipment	573	0	0	20,328	117,776	11,531	150,208
96X-99	TRANSFERS							
960	School Divisions							0
980	Organizations and Individuals							0
	Total Transfers	0	0	0	0			0
	TOTALS	200,138	3,264,680	448,281	12,847,304	6,316,050	3,365,988	26,442,441

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

For the Year Ended June 30, 2022

<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, 2022

<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	92,663		57,863		150,526
330	Instructional - Teaching	130,806		15,602		146,408
350	Instructional - Other			30,847	84,823	115,670
360	Technical, Specialized and Service			75,881		75,881
370	Secretarial, Clerical and Other	67,621		19,820		87,441
380	Clinician					0
390	Information Technology					0
	Total Salaries	291,090	0	200,013	84,823	575,926
4XX	EMPLOYEES BENEFITS AND ALLOWANCES	32,385		29,693	6,012	68,090
5-6XX	SERVICES					
510	Professional, Technical and Specialized	51,415		112,498		163,913
520	Communications	1,865		308	394	2,567
540	Travel and Meetings			237	3,475	3,712
570	Printing and Binding					0
580	Insurance and Bond Premiums					0
590	Maintenance and Repair Services	1,087		53		1,140
610	Rentals					0
630	Advertising			470		470
640	Dues and Fees	646				646
650	Professional and Staff Development	491		186		677
680	Information Technology Services					0
	Total Services	55,504	0	113,752	3,869	173,125
7XX	SUPPLIES, MATERIALS AND MINOR EQUIPMENT					
710	Supplies	5,934		12,549	7,033	25,516
740	Curricular and Media Materials	23,184			7,886	31,070
760	Minor Equipment	119		1,291		1,410
780	Information Technology Equipment					0
	Total Supplies, Materials and Minor Equipment	29,237	0	13,840	14,919	57,996
96X-99	TRANSFERS					
980	Organizations and Individuals			1,705		1,705
999	Recharge					0
	Total Transfers	0	0	1,705	0	1,705
	TOTALS	408,216	0	359,003	109,623	876,842

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

For the Year Ended June 30, 2022

<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	181,564				181,564
320	Executive, Managerial and Supervisory		502,862	451,309	90,538	1,044,709
360	Technical, Specialized and Service		57,608			57,608
370	Secretarial, Clerical and Other	46,830	263,573	525,013	7,882	843,298
390	Information Technology				152,749	152,749
	Total Salaries	228,394	824,043	976,322	251,169	2,279,928
4XX	EMPLOYEES BENEFITS AND ALLOWANCES	14,756	128,622	161,837	41,223	346,438
5-6XX	SERVICES					
510	Professional, Technical and Specialized	100	10,160	83,103	240	93,603
520	Communications			14,930	953	15,883
540	Travel and Meetings					0
570	Printing and Binding			113		113
580	Insurance and Bond Premiums	109		112,886		112,995
590	Maintenance and Repair Services			847		847
610	Rentals			1,143		1,143
630	Advertising			7,679		7,679
640	Dues and Fees	101,004	5,428	80,931		187,363
650	Professional and Staff Development	7,389	6,746	5,716	622	20,473
680	Information Technology Services			1,043	178,733	179,776
	Total Services	108,602	22,334	308,391	180,548	619,875
7XX	SUPPLIES, MATERIALS AND MINOR EQUIPMENT					
710	Supplies	14,744	5,648	19,766	211	40,369
740	Curricular and Media Materials	203	563	130		896
760	Minor Equipment			533		533
780	Information Technology Equipment					0
	Total Supplies, Materials and Minor Equipment	14,947	6,211	20,429	211	41,798
96X-99	TRANSFERS					
960	School Divisions					0
980	Organizations and Individuals					0
999	Recharge					0
	Total Transfers	0	0	0		0
	TOTALS	366,699	981,210	1,466,979	473,151	3,288,039

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

For the Year Ended June 30, 2022

<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	40,183	110,015	89,341	91,008		330,547
330	Instructional - Teaching		347,216		993,857		1,341,073
350	Instructional - Other			816,743			816,743
360	Technical, Specialized and Service						0
370	Secretarial, Clerical and Other		50,347	27,155	12,430		89,932
390	Information Technology						0
	Total Salaries	40,183	507,578	933,239	1,097,295	0	2,578,295
4XX	EMPLOYEES BENEFITS AND ALLOWANCES	3,522	29,138	157,013	58,988		248,661
5-6XX	SERVICES						
510	Professional, Technical and Specialized	15,200	32,600	24,267	762	82,413	155,242
520	Communications		1,573	2,117		65	3,755
540	Travel and Meetings		11,670			375	12,045
560	Tuition						0
570	Printing and Binding					526	526
580	Insurance and Bond Premiums						0
590	Maintenance and Repair Services		2,150	333			2,483
610	Rentals		1,427				1,427
630	Advertising						0
640	Dues and Fees		21,451	68,356	257	7,100	97,164
650	Professional and Staff Development		3,272	252	236,686		240,210
680	Information Technology Services						0
	Total Services	15,200	74,143	95,325	237,705	90,479	512,852
7XX	SUPPLIES, MATERIALS AND MINOR EQUIPMENT						
710	Supplies	959	59,122	9,499	6,915	248,610	325,105
740	Curricular and Media Materials	708	24,297	93,724	13,935	354	133,018
760	Minor Equipment		30,435	9,574	687		40,696
780	Information Technology Equipment		825				825
	Total Supplies, Materials and Minor Equipment	1,667	114,679	112,797	21,537	248,964	499,644
96X-99	TRANSFERS						
960	School Divisions						0
980	Organizations and Individuals						0
	Total Transfers					0	0
	TOTALS	60,572	725,538	1,298,374	1,415,525	339,443	3,839,452

**OPERATING FUND - EXPENSE DETAIL: FUNCTION 700**

28-Sep-22

For the Year Ended June 30, 2022

<b>TRANSPORTATION OF PUPILS</b>		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	85,426					85,426
350	Instructional - Other						0
360	Technical, Specialized and Service		415,858				415,858
370	Secretarial, Clerical and Other	53,030					53,030
390	Information Technology						0
	Total Salaries	138,456	415,858		0	0	554,314
4XX	EMPLOYEES BENEFITS AND ALLOWANCES	21,520	55,347				76,867
5-6XX	SERVICES						
510	Professional, Technical and Specialized		78,091				78,091
520	Communications						0
540	Travel and Meetings	298					298
550	Transportation of Pupils		1,883,355			54,520	1,937,875
570	Printing and Binding						0
580	Insurance and Bond Premiums		20,409				20,409
590	Maintenance and Repair Services		68,057				68,057
610	Rentals		4,751				4,751
630	Advertising						0
640	Dues and Fees	101	1,468				1,569
650	Professional and Staff Development		2,720				2,720
680	Information Technology Services						0
	Total Services	399	2,058,851	0	0	54,520	2,113,770
7XX	SUPPLIES, MATERIALS AND MINOR EQUIPMENT						
710	Supplies		138,664				138,664
740	Curricular and Media Materials						0
760	Minor Equipment		13,479				13,479
780	Information Technology Equipment						0
	Total Supplies, Materials and Minor Equipment	0	152,143		0	0	152,143
96X-99	TRANSFERS						
960	School Divisions						0
980	Organizations and Individuals						0
999	Recharge						0
	Total Transfers	0	0	0	0	0	0
	TOTALS	160,375	2,682,199	0	0	54,520	2,897,094



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

For the Year Ended June 30, 2022

<b>OPERATIONS AND MAINTENANCE</b>		10	20	50	70	80	
CODE	OBJECT \ PROGRAM	ADMINISTRATION	SCHOOL BUILDINGS MAINTENANCE	SCHOOL BUILDINGS REPAIRS AND REPLACEMENTS	OTHER BUILDINGS	GROUND	TOTALS
3XX	SALARIES						
320	Executive, Managerial and Supervisory	276,103					276,103
360	Technical, Specialized and Service		4,651,746	81,465	47,178	171,738	4,952,127
370	Secretarial, Clerical and Other	109,871					109,871
390	Information Technology						0
	Total Salaries	385,974	4,651,746	81,465	47,178	171,738	5,338,101
4XX	EMPLOYEES BENEFITS AND ALLOWANCES	76,519	837,575	15,866	9,257	29,463	968,680
5-6XX	SERVICES						
510	Professional, Technical and Specialized	5,364	48,523		7,445	196,141	257,473
520	Communications	7,486	4,049		830		12,365
530	Utility Services		1,957,603		185,621		2,143,224
540	Travel and Meetings		1,375	3,002			4,377
570	Printing and Binding						0
580	Insurance and Bond Premiums		283,889			7,340	291,229
590	Maintenance and Repair Services	545	336,637	949,566	6,271	30,980	1,323,999
610	Rentals		993		62,985		63,978
620	Property Taxes				188,307		188,307
630	Advertising						0
640	Dues and Fees	8,459	2,540				10,999
650	Professional and Staff Development		3,998				3,998
680	Information Technology Services						0
	Total Services	21,854	2,639,607	952,568	451,459	234,461	4,299,949
7XX	SUPPLIES, MATERIALS AND MINOR EQUIPMENT						
710	Supplies	2,555	438,315	36,351	7,486	51,907	536,614
740	Curricular and Media Materials	2,540					2,540
760	Minor Equipment	3,741	26,738			25,819	56,298
780	Information Technology Equipment						0
	Total Supplies, Materials and Minor Equipment	8,836	465,053	36,351	7,486	77,726	595,452
96X-99	TRANSFERS						
999	Recharge						0
<b>TOTALS</b>		<b>493,183</b>	<b>8,593,981</b>	<b>1,086,250</b>	<b>515,380</b>	<b>513,388</b>	<b>11,202,182</b>



**CAPITAL FUND SCHEDULE OF FINANCIAL POSITION**

as at June 30

	2022	2021
<b>Financial Assets</b>		
Cash and Bank	8,495,117	8,939,313
Due from	477,969	496,841
- Provincial Government		
- Federal Government	-	-
- Municipal Government	-	-
- First Nations	-	-
- Other Funds	-	-
Accounts Receivable	-	-
Accrued Investment Income	-	-
Portfolio Investments	-	-
	<u>8,973,086</u>	<u>9,436,154</u>
<b>Liabilities</b>		
Overdraft	-	-
Accounts Payable	-	-
Accrued Liabilities	-	-
Accrued Interest Payable	477,969	496,841
Due to	-	-
- Provincial Government	-	-
- Federal Government	-	-
- Municipal Government	-	-
- First Nations	-	-
- Operating Fund	215,549	166,811
Deferred Revenue	264,610	306,880
Borrowings from the Provincial Government	36,186,064	34,736,654
Other Borrowings	-	-
	<u>37,144,192</u>	<u>35,707,186</u>
<b>Net Assets (Debt)</b>	<u>(28,171,106)</u>	<u>(26,271,032)</u>
<b>Non-Financial Assets</b>		
Net Tangible Capital Assets	<u>62,301,865</u>	<u>60,307,333</u>
<b>Accumulated Surplus / Equity *</b>	<u>34,130,759</u>	<u>34,036,301</u>
* Comprised of:		
Reserve Accounts	5,500,692	5,625,890
Equity in Tangible Capital Assets	28,630,067	28,410,411
	<u>34,130,759</u>	<u>34,036,301</u>

# **CAPITAL FUND** **SCHEDULE OF REVENUE, EXPENSES** **AND ACCUMULATED SURPLUS**

For the Year Ended June 30

	2022	2021
<b>Revenue</b>		
Provincial Government		
Grants	-	-
Debt Servicing - Principal	2,246,791	1,829,573
- Interest	1,197,315	1,146,439
Federal Government	-	-
Municipal Government	-	-
Other Sources:		
Investment Income	-	-
Donations	42,268	46,195
MB Hydro grant	-	28,875
Gain / (Loss) on Disposal of Capital Assets	29,000	7,300
Gain on receipt of Modular classroom	-	-
	-	-
	-	-
	3,515,374	3,058,382
<b>Expenses</b>		
Amortization	4,324,440	4,337,769
Interest on Borrowings from the Provincial Government	1,197,315	1,146,439
Other Interest	-	-
Other Capital Items	-	-
	5,521,755	5,484,208
Current Year Surplus / (Deficit)	(2,006,381)	(2,425,826)
Net Transfers from (to) Operating Fund	2,100,839	2,217,441
Transfers from Special Purpose Fund	-	-
Net Current Year Surplus (Deficit)	94,458	(208,385)
Opening Accumulated Surplus / Equity	34,036,301	34,244,686
Adjustments:	-	-
	-	-
Opening Accumulated Surplus / Equity as adjusted	34,036,301	34,244,686
<b>Closing Accumulated Surplus / Equity</b>	<b>34,130,759</b>	<b>34,036,301</b>

**SCHEDULE OF TANGIBLE CAPITAL ASSETS**

at June 30, 2022

	Buildings and Leasehold Improvements		School Buses	Other Vehicles	Furniture / Fixtures & Equipment	Computer Hardware & Software *	Land	Land Improvements	Assets Under Construction	2022 TOTALS	2021 TOTALS
	School	Non-School									
<b>Tangible Capital Asset Cost</b>											
Opening Cost, as previously reported	95,660,748	6,746,582	1,256,684	995,664	4,021,107	3,612,011	7,025,776	9,333,353	4,427,597	133,079,522	126,964,230
Adjustments	-	-	-	-	-	-	-	-	-	-	-
Opening Cost adjusted	95,660,748	6,746,582	1,256,684	995,664	4,021,107	3,612,011	7,025,776	9,333,353	4,427,597	133,079,522	126,964,230
Add:											
Additions during the year	1,729,395	31,756	125,198	113,912	185,027	59,569	-	812,650	3,261,465	6,318,972	6,536,097
Less:											
Disposals and write downs	-	-	103,582	55,581	120,944	37,631	-	-	-	317,738	420,805
Closing Cost	97,390,143	6,778,338	1,278,300	1,053,995	4,085,190	3,633,949	7,025,776	10,146,003	7,689,062	139,080,756	133,079,522
<b>Accumulated Amortization</b>											
Opening, as previously reported	54,895,093	3,615,038	409,101	683,619	3,389,228	3,393,519		6,386,591		72,772,189	68,837,230
Adjustments	-	-	-	-	-	-		-		-	-
Opening adjusted	54,895,093	3,615,038	409,101	683,619	3,389,228	3,393,519		6,386,591		72,772,189	68,837,230
Add:											
Current period Amortization	2,892,277	183,405	121,570	106,999	212,213	131,912		676,064		4,324,440	4,337,769
Less:											
Accumulated Amortization on Disposals and Writedowns	-	-	103,582	55,581	120,944	37,631		-		317,738	402,810
Closing Accumulated Amortization	57,787,370	3,798,443	427,089	735,037	3,480,497	3,487,800		7,062,655		76,778,891	72,772,189
<b>Net Tangible Capital Asset</b>	39,602,773	2,979,895	851,211	318,958	604,693	146,149	7,025,776	3,083,348	7,689,062	62,301,865	60,307,333
<b>Proceeds from Disposal of Capital Assets</b>	-	-	5,000	24,000	-	-				29,000	25,295

\* Includes network infrastructure.

**SCHEDULE OF CAPITAL RESERVE ACCOUNTS**  
**For the Year Ended June 30, 2022**

<b>Fund Name &gt;</b>	<b>Buses</b>	<b>Non-Specific School Capital Projects</b>	<b>Non Specific Leased Building Reserve</b>	<b>Information Technology</b>	<b>Vehicle and Equipment</b>	<b>Totals</b>
Opening Balance, July 1, 2021	552,150	2,873,740	500,000	1,200,000	500,000	5,625,890
Additions: (Provide a description of each transaction)						
						-
						-
						-
						-
						-
						-
						-
						-
Total Additions	-	-	-	-	-	-
Withdrawals: (Provide a description of each transaction)						
Purchase of 2022 International Bus	125,198					125,198
						-
						-
						-
						-
						-
						-
						-
Total Withdrawals	125,198	-	-	-	-	125,198
Closing Balance, June 30, 2022	426,952	2,873,740	500,000	1,200,000	500,000	5,500,692

**SCHEDULE OF CAPITAL RESERVE ACCOUNTS**  
For the Year Ended June 30, 2022

<b>Fund Name &gt;</b>						<b>Totals</b> (includes totals from previous page)
Opening Balance, July 1, 2021	-	-	-	-	-	5,625,890
Additions: (Provide a description of each transaction)						
						-
						-
						-
						-
						-
						-
						-
						-
<b>Total Additions</b>	-	-	-	-	-	-
Withdrawals: (Provide a description of each transaction)						
						125,198
						-
						-
						-
						-
						-
						-
<b>Total Withdrawals</b>	-	-	-	-	-	125,198
<b>Closing Balance, June 30, 2022</b>	-	-	-	-	-	5,500,692

**SPECIAL PURPOSE FUND  
SCHEDULE OF FINANCIAL POSITION**

as at June 30

	2022	2021
<b>Financial Assets</b>		
Cash and Bank	981,299	916,644
GST Receivable	-	-
Accrued Investment Income	-	-
Portfolio Investments	-	-
	981,299	916,644
<b>Liabilities</b>		
School Generated Funds Liability	313,928	237,790
Accounts Payable	-	-
Accrued Liabilities	-	-
Due to Other Funds	-	-
Deferred Revenue	-	-
	313,928	237,790
<b>Accumulated Surplus *</b>	667,371	678,854
* Comprised of:		
School Generated Funds Accumulated Surplus	667,371	678,854
Other Funds Accumulated Surplus	-	-
<b>Accumulated Surplus *</b>	667,371	678,854



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

For the Year Ended June 30

	2022	2021
<b>Revenue</b>		
School Generated Funds	555,241	357,335
Other Funds	-	-
	-	-
	555,241	357,335
<b>Expenses</b>		
School Generated Funds	566,724	269,977
Other Funds	-	-
	-	-
	566,724	269,977
Current Year Surplus (Deficit)	(11,483)	87,358
Transfers (to) Operating Fund	-	(60,122)
Transfers (to) Capital Fund	-	-
Net Current Year Surplus (Deficit)	(11,483)	27,236
Opening Accumulated Surplus	678,854	651,618
Adjustments: School Generated Funds	-	-
Other Funds	-	-
Opening Accumulated Surplus as adjusted	678,854	651,618
<b>Closing Accumulated Surplus</b>	<b>667,371</b>	<b>678,854</b>

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

ENROLMENTS BY PROGRAM		F.T.E. Enrolment September 30, 2021
REGULAR INSTRUCTION		
English Language - Single Track		5,401.5
Francais - Single Track		-
French Immersion - Single Track		1,417.0
Be sure to enter enrolments in more than one program for Dual Track Schools		
- English Language	602.3	
- Francais	-	
- French Immersion	-	
- Other Bilingual	364.0	966.3
Senior Years Technology Education		186.7
TOTAL NUMBER OF FULL TIME EQUIVALENT K - 12 STUDENTS		7,971.5

TRANSPORTATION OF PUPILS	
TRANSPORTED STUDENTS (September 30)	1,590
TOTAL KILOMETERS - LOG BOOK (For the period ended June 30)	630,000
TOTAL KILOMETERS - BUS ROUTES (For the period ended June 30)	556,000
LOADED KILOMETERS (For the period ended June 30)	291,000

**FULL TIME EQUIVALENT PERSONNEL (UNAUDITED)**

For the 2021/22 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	42.40	1.00		1.55	8.23	2.87	1.00	2.60	59.65
330	Instructional - Teaching	466.01	88.17		0.17		12.55			566.90
350	Instructional - Other	15.70	318.74				16.90			351.34
360	Technical, Specialized And Service				1.26	1.25		7.23	88.25	97.99
370	Secretarial, Clerical And Other	46.73	1.10		1.60	15.01	1.96	1.52	2.25	70.17
380	Clinician		30.30							30.30
390	Information Technology	9.95				1.75				11.70
TOTALS (excluding Trustees)		580.79	439.31	0.00	4.58	26.24	34.28	9.75	93.10	1,188.05

82

510 Contracted Clinicians (include private clinicians where possible)	
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310 TRUSTEES	9.00
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### CALCULATION OF ADMINISTRATION COSTS AS A PERCENTAGE OF TOTAL EXPENSES

**Administration Costs**

Divisional Administration, Function 500	3,288,039
Less: Liability Insurance	112,995
Administration portion of self-funded expenses (see below)	285,479 *
Trustee election costs	-
	<u>2,889,565 (A)</u>

**Expense Base**

Total Operating Expenses	116,976,513
Plus: Transfers to Capital	2,100,839
Less: Adult Learning Centres, Function 300	0
	<u>119,077,352 (B)</u>

**Percentage (A) / (B)**2.43%**% increase in 2021/22 Special Requirement**2.00% Limit Met**Maximum Allowable Percentage**2.70%

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	396,137
Administration (deducted above)	285,479 *
Other: Bank Charges	6,791
	<u>-</u>
	<u>688,407</u>
Associated Revenue <sup>(2)</sup>	<u>1,006,224</u>

**Self-Administered Pension Plans**

Expenses (1)	
Administration (deducted above)	-
Other:	-
	<u>-</u>
	<u>0</u>
Associated Revenue <sup>(2)</sup>	<u>-</u>

(1) Incremental costs of the program.

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

<u>CATEGORICAL SUPPORT (From Appendix A)</u>	<u>Function/ Program</u>	<u>Amount</u>
Special Needs Coordinator/Clinician	210-260	604,268
Special Needs Level 2 and 3 Level 2 and 3	210-260	4,217,975
Early Childhood Development	400	109,623
Early Childhood Development	Unallocated	4,951
Literacy and Numeracy	Unallocated	764,052
Indigenous Academic Achievement	Unallocated	370,000
<b>Total allocable Categorical Support (carried to Allow Input): \$6,070,869</b>		<b>6,070,869.00</b>
<b><u>OTHER PROGRAM SUPPORT</u></b>	<b><u>Function/ Program</u></b>	<b><u>Amount</u></b>
School Building D Projects	800	289,920
Technology Equipment Replacement	Unallocated	198,000
Finalization of Previous Years Support	Unallocated	-22,126
<b>Total Other Program Support: \$465,794</b>		<b>465,794.00</b>
<b><u>OTHER PROVINCIAL GOVERNMENT REVENUE</u></b>	<b><u>Function/ Program</u></b>	<b><u>Amount</u></b>
Early Years Enhancement	Unallocated	1,202,884
Community Schools	400	55,247
Community Schools	210-260	24,753
Healthy Schools	630	22,222
Healthy Schools		
Learning to Age 18 Coordinator	270	40,290
Focus on Future	Unallocated	75,000
Teacher Idea Fund	Unallocated	87,480
Shared Services	210-260	14,570
Marking		
Literacy Links	Unallocated	33,715
Lead Mitigation	800	14,175
Intensive Newcomer	Unallocated	86,000
French Grants Various	Unallocated	22,416
Green Team	800	29,658
COVID Support	Unallocated	2,688,213
Elders and Knowledge Keepers	Unallocated	24,150
PPE and RTK	Unallocated	287,950
Special Needs Additional Funding	210-260	266,973
Ventilation Upgrade	800	30,171
Wage Assistance	Unallocated	2,652,617
<b>Total Allocable: \$7,658,484</b>		<b>7,658,484.00</b>

**DETAIL OF REVENUE ALLOCATIONS TO ALLOWABLE EXPENSES:  
NON-PROVINCIAL SOURCES - OTHER**

[illegible]

## CALCULATION OF ALLOWABLE AND UNSUPPORTED EXPENSES

CALCULATION OF ALLOWABLE EXPENSES				REDUCTIONS TO EXPENSES				ALLOWABLE EXPENSES
FUNCTION / PROGRAM	TOTAL EXPENSES	ADJUSTMENTS TO EXPENSES	CATEGORICAL SUPPORT	OTHER PROGRAM SUPPORT	OTHER PROVINCIAL GOVERNMENT REVENUE	NON-PROVINCIAL SOURCES		
						TUITION, TRANSFER AND RESIDUAL FEES	OTHER	
		<<<<< (from Appendix A) >>>>>			<<<<< (from Appendix B) >>>>>			
210 - 260 Student Support Services	23,076,453	0	4,822,243	0	306,296	0	0	17,947,914
270 Counselling and Guidance	3,365,988	0	0	0	40,290	0	0	3,325,698
300 Adult Learning Centres	0				0	0	0	
400 Community Education and Services	876,842		109,623	0	55,247	393,716	49,566	
620 Library / Media Centre	1,298,374	0	0	0	0	0	0	1,298,374
630 Professional and Staff Development	1,415,525	0	0	0	22,222	0	0	1,393,303
800 Operations and Maintenance	11,202,182	855,216	0	289,920	74,004	0	422,939	11,270,535
ALLOCATED ADJUSTMENTS/REDUCTIONS		855,216	4,931,866	289,920	498,059	393,716	472,505	
UNALLOCATED ADJUSTMENTS/REDUCTIONS		164,851	3,460,454	175,874	8,409,606	1,329,565	156,160	(1)
TOTALS	41,235,364	1,020,067	8,392,320	465,794	8,907,665	1,723,281	628,665	35,235,824

OTHER FUNCTION/PROGRAMS EXPENSES	75,741,149	<input type="checkbox"/> OPEN OR CLOSE DETAIL
<b>TOTAL EXPENSES</b>	<b>116,976,513</b>	

CALCULATION OF UNSUPPORTED EXPENSES		
OTHER FUNCTION/PROGRAMS EXPENSES	75,741,149	
TOTAL ALLOWABLE EXPENSES	35,235,824	
TOTAL UNALLOCATED ADJUSTMENTS/REDUCTIONS (1)	(13,366,808)	<input type="checkbox"/> OPEN OR CLOSE DETAIL
Base Support (from page 8)	(25,301,155)	
Formula Guarantee (from page 8)	0	
SCHOOL BUS AMORTIZATION (from TCA Sched page 23)	121,570	
<b>TOTAL UNSUPPORTED EXPENSES</b>	<b>72,430,580</b>	

## APPENDIX A

OTHER PROGRAM SUPPORT:	
School Buildings Support: "D" Projects	289,920
Technology Education Equipment & Skills Strategy Equipment Enhancement	198,000
Other Minor Capital Support	0
Curricular Materials Prior Year Support	0
Finalization of Previous Year's support	(22,126)
<b>Amount carried forward to Allowable Expenses</b>	<b>465,794</b>

CALCULATION OF ALLOWABLE SCHOOL BUILDING SUPPORT "D" EXPENSES:	
Program 850 School Building Repairs & Replacements	1,086,250
PLUS: Capitalized Section "D" Expenses (net)	786,322
Grounds	-
LESS: Related revenue other than "D" Support	-
<b>Allowable Section "D" Expenses</b>	<b>(C) 1,872,572</b>
<b>&lt; OR &gt;</b>	
<b>Expenses to be used for calculating "D" Grant. Enter an amount to overwrite if different from above.</b>	<b>(D) 1,872,572</b>
<b>(cannot be more than amount on line "C")</b>	
<b>Refer to page 2 of the Allowable Expenses Guide when completing this section.</b>	



**CALCULATION OF ALLOWABLE EXPENSES**

APPENDIX B

OTHER PROVINCIAL GOVERNMENT REVENUE:	Allocated	Unallocated	Total
Other Dept. of Education			
General Support Grant		1,249,181	1,249,181
Education Property Tax Credit		8,304,957	8,304,957
Tax Incentive Grant		1,752,771	1,752,771
Property Tax Offset Grant		1,346,854	1,346,854
All other	7,614,651		7,614,651
Other Provincial Government Departments	43,833		43,833
<b>Total Revenue</b>	<b>7,658,484</b>	<b>12,653,763</b>	<b>20,312,247</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	18,024		18,024
Municipal Government			
Net Special Requirement		58,114,241	58,114,241
Other	0		0
Other School Divisions			
Tuition Fees	193,858		193,858
Transfer Fees	230,100		230,100
Residual Fees	1,200		1,200
All other	0		0
First Nations			
Tuition Fees	216,000		216,000
All other	0		0
Private Organizations and Individuals			
Tuition Fees	1,082,123	317,817	1,399,940
Ancillary Services	147,791		147,791
Other Sources			
Interest		81,374	81,374
Donations	0		0
Other	462,850	190,690	653,540
<b>Total Revenue</b>	<b>2,351,946</b>	<b>58,704,122</b>	<b>61,056,068</b>

Other Unallocated
Lease Revenue (\$469,363) Expenses (\$278,673) Profit (\$190,690)
ISP Tuition Fees Unallocated
Revenue (\$1,006,224) Expense (\$688,407) Profit (\$317,817)

**OTHER PROVINCIAL GOVERNMENT REVENUE:**

Total Revenue	20,312,247
Education Property Tax Credit	(8,304,957)
Tax Incentive Grant	(1,752,771)
Property Tax Offset Grant	(1,346,854)
PROVINCIAL REVENUE FOR EQUALIZATION	<b>8,907,665</b>
(to agree with Other Provincial Gov't Revenue on page 30)	

**NON-PROVINCIAL SOURCES:**

TOTAL ALLOCABLE FEES	<b>1,723,281</b>
(Tuition, Transfer and Residual Fees)	

TOTAL ALLOCABLE OTHER REVENUE	<b>628,665</b>
(to agree with total other revenue on page 30)	

<b>TOTAL ALLOCABLE NON-PROV. SOURCES</b>	<b>2,351,946</b>
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**- Optional for Division/District use only -**

[illegible]

**SENIOR STAFF ALLOCATION (UNAUDITED)**

Appendix 2

	Position: Assistant Superintendent, Education & Administration	Position: Secretary-Treasurer	Position: Assistant Secretary- Treasurer	Position: Information Technology Manager	Position: Facilities & Maintenance Manager	Position:
	%	%	%	%	%	%
100 Regular Instruction			20.00%			
200 Student Support Services						
300 Adult Learning Centres			30.00%			
400 Community, Education and Services		5.00%			5.00%	
500 Administration	50.00%	95.00%	50.00%	80.00%		
600 Instructional and Pupil Support Services	50.00%			20.00%		
700 Transportation of Pupils						
800 Operations and Maintenance					95.00%	
TOTAL (must add to 100%)	100.00%	100.00%	100.00%	100.00%	100.00%	0.00%

Notes: To be completed for senior staff allocated to more than one function per the above table.  
 Senior staff includes superintendents and secretary-treasurers and one reporting level down.  
 Refer to Allocation Rule 1(b) on page 11.1 of the FRAME Manual.

# **St. James-Assiniboia School Division**

Auditor's Report on Enrolment  
**September 30, 2021**



## **Independent practitioner's reasonable assurance report on the EIS Enrolment File Verification Report**

To the Board of Trustees of St. James-Assiniboia School Division

We have undertaken a reasonable assurance engagement of the EIS Enrolment File Verification Report of St. James-Assiniboia School Division as at September 30, 2021 (the enrolment information).

### **Management's responsibility**

Management is responsible for the preparation of the enrolment information in accordance with Part 1, Sections 1.1 and 1.2 of the Public Schools Enrolment and Categorical Grants Reporting for the 2021/2022 School Year (the criteria). Management is also responsible for such internal control as management determines necessary to enable the preparation of the enrolment information that is free from material misstatement, whether due to fraud or error.

### **Our responsibility**

Our responsibility is to express a reasonable assurance opinion on the enrolment information based on the evidence we have obtained. We conducted our reasonable assurance engagement in accordance with Canadian Standard on Assurance Engagements (CSAE) 3000, *Attestation Engagements Other than Audits or Reviews of Historical Financial Information*. This standard requires that we plan and perform this engagement to obtain reasonable assurance about whether the enrolment information is free from material misstatement.

Reasonable assurance is a high level of assurance, but is not a guarantee that an engagement conducted in accordance with this standard 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 decisions of users of our report. The nature, timing and extent of procedures selected depends on our professional judgment, including an assessment of the risks of material misstatement, whether due to fraud or error, and involves obtaining evidence about the preparation of the enrolment information in accordance with the applicable criteria.

We believe the evidence we obtained is sufficient and appropriate to provide a basis for our opinion.

### **Our independence and quality control**

We have complied with the relevant rules of professional conduct/code of ethics applicable to the practice of public accounting and related to assurance engagements, issued by various professional accounting bodies, which are founded on fundamental principles of integrity, objectivity, professional competence and due care, confidentiality and professional behaviour.

The firm applies Canadian Standard on Quality Control 1, *Quality Control for Firms that Perform Audits and Reviews of Financial Statements, and Other Assurance Engagements*, and, accordingly, maintains a comprehensive system of quality control, including documented policies and procedures regarding compliance with ethical requirements, professional standards and applicable legal and regulatory requirements.

PricewaterhouseCoopers LLP  
One Lombard Place, Suite 2300, Winnipeg, Manitoba, Canada R3B 0X6  
T: +1 204 926 2400, F: +1 204 944 1020

"PwC" refers to PricewaterhouseCoopers LLP, an Ontario limited liability partnership.

**Opinion**

In our opinion, St. James-Assiniboia School Division's EIS Enrolment File Verification Report as at September 30, 2021 is prepared, in all material respects, in accordance with the applicable criteria.

**Purpose of statement and restriction on distribution and use of our report**

The enrolment information has been prepared in accordance with the applicable criteria to report to the Board of Trustees of the St. James-Assiniboia School Division and the Province of Manitoba. As a result, the enrolment information may not be suitable for another purpose. Our report is intended solely for St. James-Assiniboia School Division.

We acknowledge the disclosure of our report, in full only, by St. James-Assiniboia School Division at its discretion, to the Province of Manitoba without assuming or accepting any responsibility or liability to the Province of Manitoba or any other third party in respect of this report.

*PricewaterhouseCoopers LLP*

Chartered Professional Accountants

Winnipeg, Manitoba  
October 5, 2022

# **St. James-Assiniboia School Division**

Report on Enrolment

As at September 30, 2021

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**Total enrolment reported on the EIS Enrolment File  
Verification Report** (note)

8,345

# **St. James-Assiniboia School Division**

Note to Report on Enrolment

**September 30, 2021**

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## **Basis of presentation**

The EIS Enrolment File Verification Report has been prepared in accordance with Part 1, Sections 1.1 and 1.2 of the Public Schools Enrolment and Categorical Grants Reporting for the 2021/2022 School Year.